

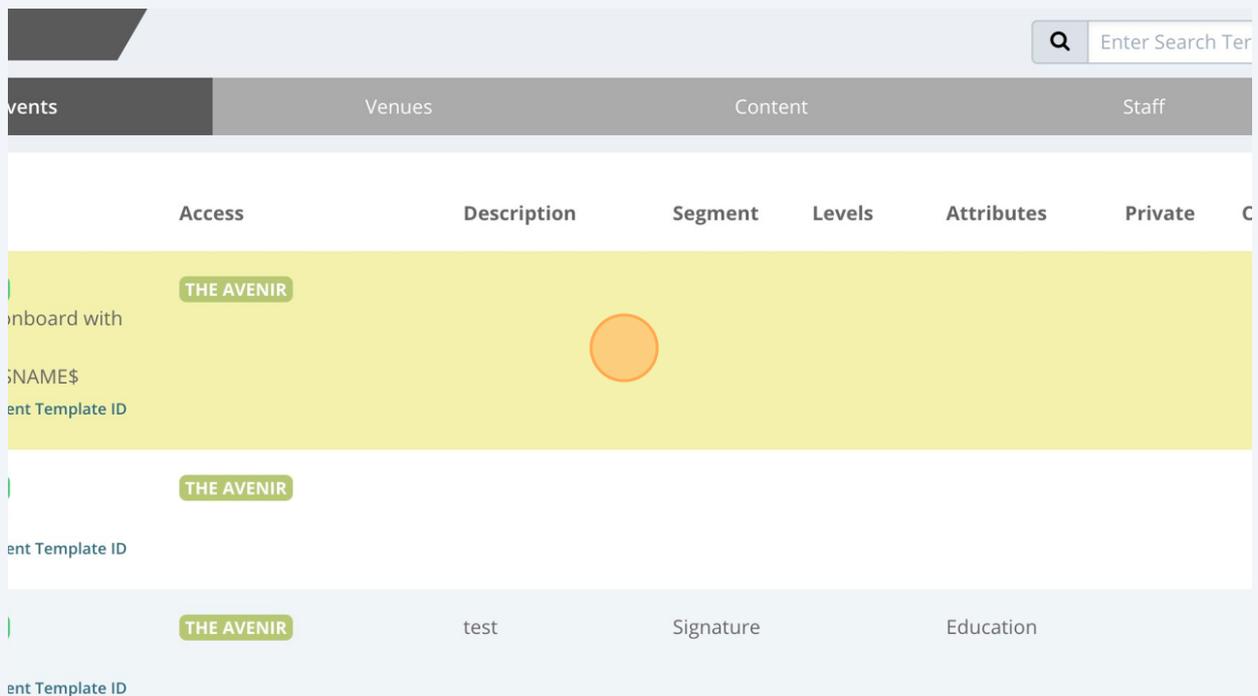
# GO by Spark - How to duplicate an existing event in the Event Library



GO Libraries have all staff, event, content, and venue data from the client that populates on guest facing materials. Users have the ability to add and edit library items through GO.

1 Navigate to your GO Software URL and open the Event Library.

2 Double-click the event to be duplicated.



3 Click "Duplicate".

