



# Required Documents on iFieldTrip – Walking Route

## When are walking routes required to be uploaded on iFieldTrip?

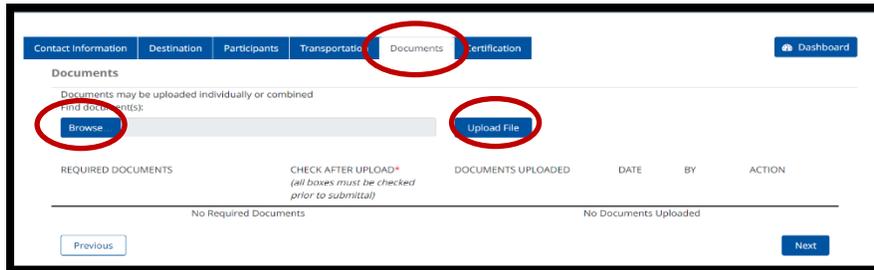
When the requester selects 'WALKING' as the mode of transportation when filling out a field trip request on iFieldTrip.

## Why is the walking route a vital document to upload on iFieldTrip?

The walking route is important because it helps district offices have awareness of where field trip participants are located when en route in case of an emergency or inclement weather.

## How to upload the walking route to your field trip request.

- You can upload the walking route as an attachment in the 'Documents' section of your field trip. The attachment can be in any format (Word, PDF, jpg, etc.).



**\*For general guidance on how to fill out a field trip request on iFieldTrip, see job aid [Request Non-Athletic Trip](#).**

## Example of walking routes

Walking routes should clearly highlight where participants will be walking when departing the school to get to their field trip destination and vice versa. See examples below:

