

South Hams Events



Your guide to what's on in Dartmouth, Kingsbridge, Salcombe, Totnes, Ivybridge, Newton Abbot, Plymouth and the South Hams

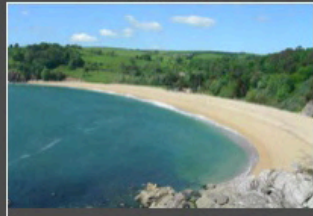
Home About Where to Go Where to Find What's On Where to Stay Listings

Attractions



Woodlands

Beaches



Blackpool Sands

Towns



Ashburton

Pubs & Restaurants



White Hart, Modbury

Start date	End date	Type	Town	
16/01/2018	16/01/2018	- Any -		Apply
<small>E.g., 16/01/2018</small>	<small>E.g., 16/01/2018</small>	<small>Leave "ANY" for all</small>	<small>Enter name</small>	

No Events have yet been entered matching your specified criteria

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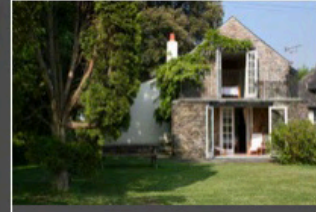
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Holiday Cottages



Little Norris

Hotels and B&Bs



Royal Seven Stars, Totnes

Camping + Caravanning



Higher Rew

Houses for Sale & Rent



Higher Norris Farm, £1.2m

How to get Listed
Estate Agent
Please read before Registering

If you are using a computer or large tablet, start by going to the **Listings** tab on the far right side of the screen, immediately above Holiday Cottages. Then select the **Log In** option.

If you are using a phone or small tablet, select **Menu**, then **Listings**, then **Log In**.

The screen to the left will appear.

Click on **I want to create an account**.

The screen to your left now appears.

Enter the information requested.

Then choose **Estate Agent** as Your Role

When you have done so click the **Create new account** button.

Shortly afterwards you will receive an email thanking you for registering and informing you your application for an account is now pending and that, within 24 hours, you should receive another email containing information about how to log in, set your password and other details.

What happens next can be found on the next page.

Where to Go Where to Find What's On Where to Stay

E-mail address *
youremail@youremailaddress.co.uk
A valid e-mail address. All e-mails from the system will be sent to this address. The e-mail address is not made public and will only be used if you wish to receive a new password or wish to receive certain news or notifications by e-mail.

Password *
Password strength: _____

Confirm password *
To change the current user password, enter the new password in both fields.

This is a one-time login for username and will expire on *Thu, 18/01/2018 - 16:27*.

This login can be used only once.

On the email you receive confirming your account is now active you will find a link.

Click on the link or paste it in to your browser and you will be taken to a page where you can set your **Password**.

Your **Password** should be at least six characters in length and ideally include both upper and lowercase letters as well as both numbers and punctuation.

When you have done so, click **Log In**.

Your guide to what's on in Dartmouth, Kingsbridge, Salcombe, Totnes, Ivybridge

Home About Where to Go Where to Find What's On

✔ Thank you for setting your password, the registration process is now complete.
✔ Your page has been created! Now **CLICK ON THE LINK** to add some content !

Attractions

Start date	End date	Type	Town
17/01/2018	17/01/2018	- Any -	
<small>E.g., 17/01/2018</small>	<small>E.g., 17/01/2018</small>	<small>Leave "ANY" for all</small>	<small>Enter name</small>

No Events have yet been entered matching your specifications.

As you will see, the registration process is now complete.

You have also created your Page!

It's time to **CLICK ON THE LINK** to add some content, and the screen below will appear.

We'll now walk through it!

Use the **About us** field to say something about your firm, it's history, and an overview of what it has to offer. You will be able to add details of the specific services you have to offer later.

If you would like your **Logo** to feature on your page, click on the **Browse** button and follow the instructions on the next page. The dimensions of your logo cannot exceed 1280*960 pixels nor be smaller than 155*90 pixels.

Again, to add a **Heading image** to appear at the top of your page, no more than 1200 pixels wide by 650 pixels wide, and ideally in proportion 1.85/1.0, click on the **Browse** button and follow the instructions on the next page.

If you would like a link to your own **Website** to appear on your page, enter its URL here.

Finally, be sure to click on **Save!**

Your guide to what's on in Dartmouth, Kingsbridge, Salcombe, Totnes, Ivybridge

Home About Where to Go Where to Find What's On

About us
No further information has yet been entered

Say something about yourselves

Logo

If you would like your logo to feature on your page, please upload it here

Heading image

Upload the photograph, image or graphic that you wish to appear at the top of your page, proportion 1.85/1.0

Website

If you wish a link to your website to appear on your page, please enter its URL here

Adding Photos

Media browser

Upload a new file *

Choose File no file selected Upload

Files must be less than 4 MB.
Allowed file types: png gif jpg jpeg.
Images must be between 640x480 and 3888x2592 pixels.

Next

Name *

Alt Text

Alternative text is used by screen readers, search engines, and when the image cannot be displayed. Adding alt text to an image improves accessibility and search engine optimization.

Title Text

Title text is used in the tool tip when a user hovers their mouse over the image. Adding title text to an image improves usability.

Previous Save

Having clicked on the **Browse** button, the screen to your left appears.

To upload a photograph first click on **Choose File** to find the photograph you wish to upload, and then click **Upload**.

Once the photograph is uploaded, click **Next**.

A new screen will appear.

Here you enter the **Alt Text** to help search engines and **Title Text** to provide a caption for the photograph.

When you have done so, click **Save**.

Adding Services

units and other commercial premises.

Click **Add** to enter a new service offered by your company. Repeat as often as necessary.

Add

Start by clicking on the **Add** link to be found at the bottom left of your page, underneath the green-bordered About... box.

The screen to your right will appear.

Enter the name of the service in the **Heading** field, for example *Land Management* or *Valuations*.

Next say something about the service and your expertise in the **Description** field.

Finally click on the **Save** button.

You can now, should you want to add another service, click on the **Add** link again.

Where to Go Where to Find

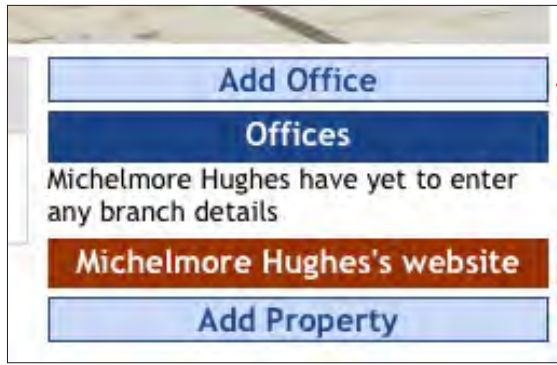
Heading

Enter the name of this service, for example **Agriculture** and a brief explanation as to what you are offering below

Description

Save

Adding Offices



You can enter details of each of your branches by clicking on the **Add Office** button on the right hand side of your page.

When you do so, the screen to your left appears.

Your guide to what's on in Dartmouth, Kingsbridge, Salcombe,

Home About Where to Go Where to Find

Branch name *

Branch town *
- Select a value -
Select the town in which this branch is located

Address 1 *

Address 2

Town/City *

County

Postcode *

Email address
Enter an email address through which you can be contacted

Location map

Suggestions
Not found

Start by entering the **Branch name**, then use the dropdown list to specify the **Branch town** in which this office is located.

Now enter the full postal address of this office, making sure that the **Town/City** is its Postal Town - for example the correct Postal Town for Modbury is Ivybridge, so "Modbury" should be entered in **Address 2** and "Ivybridge" in **Town/City**.

Unfortunately, unless you know the Google map URL that identifies the location of this establishment, you now have to enter its full postal address again in the **Location map** field and click on the **Get location** button. Sorry.

When you have done so, if the map marker is not located quite correctly, you can drag it to where it should be.

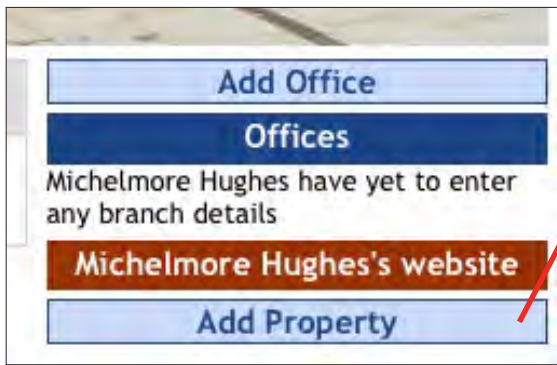
Add an **Email address** through which the office can be contacted and finally click on the **Save** button at the bottom of the page.

To add telephone numbers, click on the **Add** link of the page that now appears.

Add Office Phone Numbers



Adding Properties



To add a property, whether for sale or rent, click on the **Add Property** button at the bottom of the right hand column of your page.

The screen to you left and below appears.

Begin by using the **Select branch** dropdown list to choose which of your offices will be dealing with this property.

Then specify the **Property type**, whether for example this is a house or flat.

Now specify the **Property price**, either the asking price for a sale property or the monthly rental for a rental property.

Next enter the **Name of property/Page heading**.

The right hand side of the top of the page is shown below, while instructions for the bottom half of the page continue overleaf.

Your guide to what's on in Dartmouth, Kingsbridge, Salcombe

Home About Where to Go Where to Find

Select branch *
- Select a value -
Select the name of your office that will be dealing with this property from the list to ensure that any enquiries will be directed to where they will best be dealt with.

Property type *
- Select a value -

Property price *
£
For sale properties please enter the asking price. For rental properties please enter the monthly rental.

Name of property/Page heading *

Address & Location Description & Tenure * Pictures & Floorplan

Address
Please enter the address of this property, and then do so again in the

On the right hand side of the page, use the dropdown list to specify whether this property is for **Sale or Rent**.

Click in the box next to **Under Offer** only when the property goes under offer, and next to **Sold** when sold.

If you would like to link to the property on your own website, enter the **Website Link** URL here.

Use the dropdown list to select the **Number of Bedrooms** at this property, then turn the page to continue.

Salcombe, Totnes, Ivybridge, Newton Abbot, Plymouth and the South

Where to Find What's On Where to Stay Listings

Sale or Rent *
- Select a value -
Specify whether you are offering this property for sale or for rent

Under Offer
Check this box if this property is now under offer

Sold
Check this box if this property has been sold

Website Link
If you wish to link to this property on your own website, enter the URL here

Number of Bedrooms *
- Select a value -
Select the number of bedrooms at this property

Floorplan

again in the Map Location field that follows

Address & Location | Description & Tenure * | Pictures & Floorplan

Address
Please enter the address of this property, and then do so again in the Map

Address 1 *

Address 2

Town/City *

County

Postcode *

Location map

Get location

Suggest

Not found

Now enter the full postal address of this property.

If the town is not amongst those to be found amongst the towns in the dropdown search options on the Property listings pages, make sure you enter its Postal Town in **Town/City** - for example the correct Postal Town for South Pool is Kingsbridge, so "South Pool" should be entered in **Address 2** and "Kingsbridge" in **Town/City**.

Unfortunately, unless you know the Google map URL that identifies the location of this property, you now have to enter its full postal address again in the **Location map** field and click on the **Get location** button. Once again, sorry.

When you have done so, if the map marker is not located quite correctly, you can drag it to where it should be.

Next click on the **Description & Tenure** tab and the fields to your right will appear.

In the **Tenure** field, state whether the property is Freehold or Leasehold and, if the latter, give details of the lease.

You will also need to enter a **Short description** of this property, to appear both on its page and in the listings.

Having done so, now would be a very good time to **Save** your work. You can then click on the **Edit** button that will appear at the top left of the page to enter some Pictures and the Floorplan.

Name of property/Page heading *

Address & Location | **Description & Tenure *** | Pictures & Floorplan

Tenure

Please state whether this property is Freehold or Leasehold and, if the latter, give details of the lease.

Short description *

Please enter a short description of this property. This will appear at the top of the page and in the listings.

Save | Preview

Address & Location Description & Tenure * **Pictures & Floorplan**

Property pictures
You may load up to 16 photographs of this property to display.

Attach media

Floorplan

Upload the floorplan for this property: the size of the file can be up to 2MB

Energy performance certificate

If there is an Energy Performance Certificate for this property, please upload

Click on the **Pictures & Floorplan** tab, then click on the respective **Browse** buttons to upload your **Property pictures**, the **Floorplan** and the **Energy performance certificate**, in each case following the instructions for **Adding photos** on page 4.

Having done so, be sure to click on the **Save** button!

Adding the Property Description

Click on the **Add** link to add each section of the full description and its relevant heading in turn.

Paragraph heading *

Description

Under the **Description** tab on your property page you will find an **Add** link. Click on this and the page to your left will appear.

In the **Paragraph heading** field say what you are about to describe, for example the *Situation*, the *Accommodation*, the *Garden & Grounds*, *Services* or *Directions*.

Then, in the **Description** field, enter the relevant details.

Having done so, click on **Save**, then click again on the **Add** link to enter the next **Paragraph heading** and **Description**.

Adding Property Features

Click on the **Add** link to enter each of the key features of this property in turn

Add

Where to Go ▼ Where to Find

Feature

Name the feature - be very brief

Save

To add the Property Features, first click on the **Add** link in the box on the right hand side of the page beneath the box containing your office details.

Having done so, the screen to your left appears.

Briefly name the **Feature**, for example *Three reception rooms* or *Conservatory* or *Family bathroom* and click **Save**.

Then click again on the **Add** link to enter the next Feature.



Featured Properties

Up to 20 Properties can be featured, appearing at random in the **Houses for Sale & Rent** box on the Home and other listings pages of this site.

And, with visitors typically going to more than just the one page, your box will be seen by more than merely one in every 20 visitors!

When the property name or picture is clicked on, visitors will be taken straight to your property's page.

The cost is just £50 for the year, or less than £1 per week. Email sales@southhamsevents.com if you are interested.