

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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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

Performers

Please read before Registering

Dartmouth, Kingsbridge, Salcombe, Totnes, Ivybridge, Newton Abbot, Plymouth

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

You are not logged in.

[I have an account](#) [I want to create an account](#)

Username or e-mail address *

You may login with either your assigned username or your e-mail address.

Password *

The password field is case sensitive.

[Request new password](#)

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.

Dartmouth, Kingsbridge, Salcombe, Totnes, Ivybridge, Newton Abbot, Plymouth

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

You are not logged in.

[I have an account](#) [I want to create an account](#)

Your Name *

Please enter your Christian Name and Surname. This will not be publicly visible.

Username *

Spaces are allowed; punctuation is not allowed except for periods, hyphens, apostrophes, and underscores.

E-mail address *

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.

Confirm e-mail address *

Please re-type your e-mail address to confirm it is accurate.

User page name *

This will be the name of your page
If you are a performer, enter the name under which you appear in public
If you wish to enter information about a film, play, opera or ballet, enter the name of your organisation or production company
If you wish to enter an establishment, enter the name of your pub, club, restaurant, holiday cottage, cinema, hotel or theatre
Or, if you want to be listed in the Directory, enter the company, organisation or trading name by which you are known

User Role *

- Performers
- Film/Play/Opera/Ballet/Show/Panto
- Pubs, Clubs & Restaurants
- Theatres & Cinemas
- Galleries & Museums
- Hotels
- Attractions
- Other Venues
- Holiday Cottages
- Bed & Breakfasts
- Camping & Caravan Sites
- Estate Agent
- Event Organiser
- Directory Entry

If you are a musician, band, orchestra, comedian, speaker, theatre company or performer of any description, please select **Performers**.
If you wish to enter details of a film, play, show or other theatrical performance, please select **Film/Play/Opera/Ballet/Show/Panto**.
Otherwise, please select whichever activity category best describes your venue or business activity. This will ensure that you will be able to set up your page and/or events correctly. However, if none of these options are appropriate, and you simply wish to list an event that you are organising, please select **Event Organiser**.
Alternatively, if you merely want to be listed in the Directory, please select **Directory Entry**.

[Create new account](#)

Enter the information requested.

Then choose **Performers** 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.

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 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, Ivybr

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 specified criteria.

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 walk you through it on the next page.

View Edit

Type of performer *
 - Select a value -
 Please select that type of music you perform, or whether you are a comedian, poet or dancer

Summary text *
 A brief explanation of no more than 40 to 50 words as to what your audience can expect that will only be shown on listings pages

Details

- Photos
- Contact Information
- Media

Long text
 Unfortunately no further information about this performer has yet been entered

Text format Filtered HTML [More information about text formats](#)

- Lines and paragraphs break automatically.
- Allowed HTML tags: <a> <blockquote> <p>
- Web page addresses and e-mail addresses turn into links automatically.

Give some detailed information about yourself that will appear on your own page

Save Preview App Store

Begin by specifying the type of music you perform, or whether you are a comedian, dancer, poet, speaker or some other type of performer by selecting the most appropriate category from the drop-down list.

Now enter a brief explanation - to appear only in the Events Listings and no more than 40 or 50 words, to give people a good idea of what to expect should they come to hear or see you.

Here you enter the main body of text that appears on your page.

Delete the words *Unfortunately no further information about this performer has yet been entered* and replace them with others providing a detailed description about yourself.

You should use a double carriage return at the end of each paragraph.

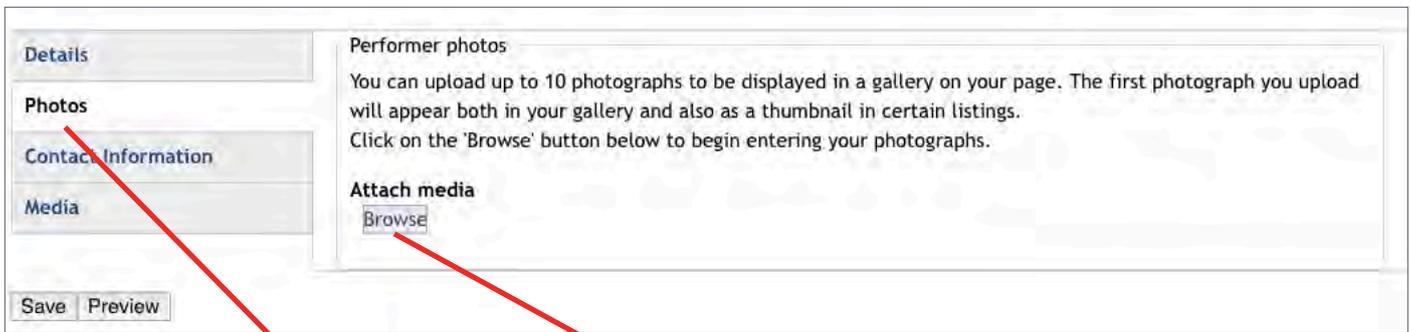
To format a bold heading to a paragraph by typing `xxx` to either side of the heading, replacing `xxx` with the actual heading.

Similarly song titles should appear in italics by typing `xxx` to either side of the title, again replacing `xxx` with the actual title.

Next, click on the **Contact Information** tab.

If you want people to be able to contact you by email, enter a **Contact email address**.

You can also enter links to your own website and Facebook page should you wish.



Now click on the **Photos** tab, then the **Browse** button, and begin entering your photographs.

The first photograph you upload will appear as both the first photograph people see when they come to your page and also in the listings.

You can enter up to 10 photographs. Files cannot exceed 4MB in size with maximum dimensions of 3888 by 2592 pixels and not less than 640 by 480 pixels.

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**.

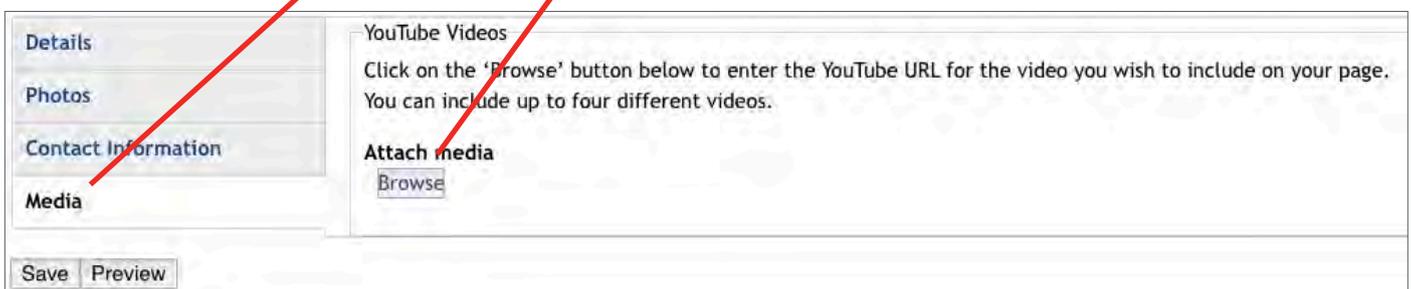
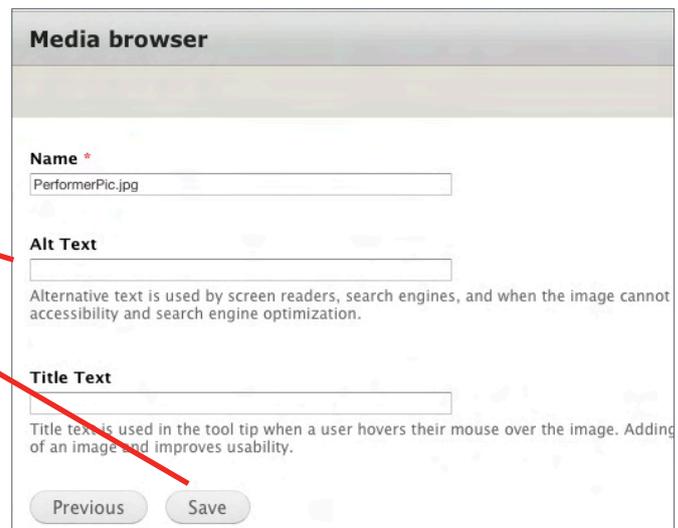
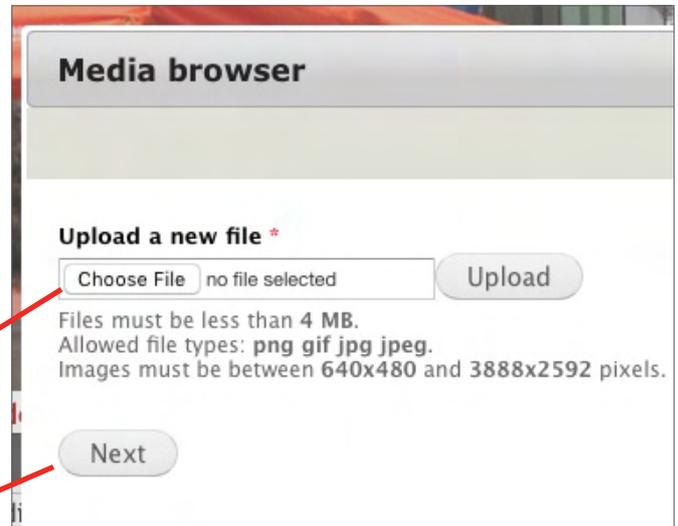
A new screen will appear.

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**.

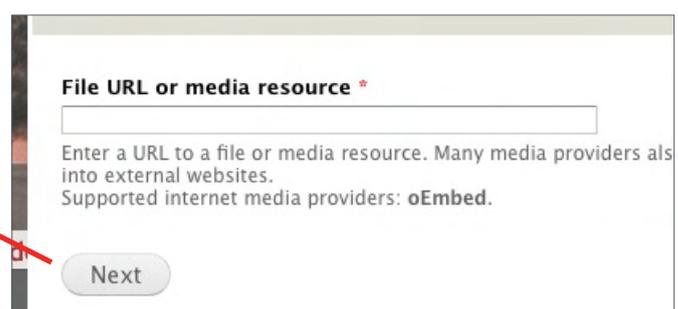
The photo is uploaded, the **Browse** button will reappear and the process can be repeated.

You can also include up to four YouTube videos.



Now enter the YouTube URL for the video you wish to include. The URL can be found by Command/Control clicking on the video and selecting the first option "Copy video URL" then pasting it in to the field and clicking **Next**.

Repeat the process for each video you wish to add.



Home ABOUT where

View Edit

Type of performer *

- Select a value -

Please select that type of music you perform

Summary text *

A brief explanation of no more than 40 to 50

Details Photos Contact Information Media

Save Preview

If you have not already done so, it's essential you now **Save** your page.

You can, of course, **Save** your work as you input each of the **Details**, **Photos**, **Contact Information** and **Media** tabs, and then continue by clicking on the **Edit** button at the top left of the page.

Having clicked on **Save** you should now see your page before you and, if you wish, you can enter up to three telephone numbers by which you or, for example your agent, can be contacted.

Contact Information

Benny Guitar Carr's own website

Benny Guitar Carr's Facebook page

You can enter up to three contact telephone numbers. Click on the **Add** link to enter the first, specifying also whose number this is, for example *Bookings, Manager, Agent, Press, Mobile* etc, repeating the process for each of the two subsequent numbers.

Add

Email Benny Guitar Carr

Simply click on the **Add** link and enter the phone number, specifying whose or what number this is.

Where to Go Where to F

Contact

Mobile

Contact telephone

07988 61

Save

Your page is now complete, although you can of course make changes at any time by clicking on the **Edit** tab at the top of the page (or the **Edit** link found below and for the telephone numbers).

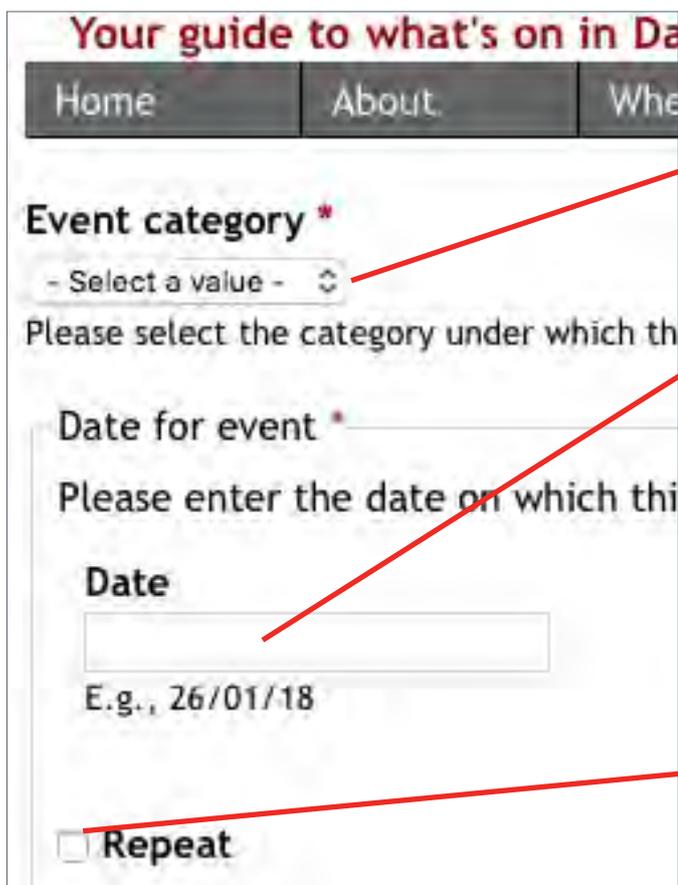
Adding Events



Once you have finished setting up your page you can start telling people where they can see you perform.

To do so, click on the **Add Event** button that can be found immediately below the **Contact Information** box on the right hand side of your page.

This button enables you to add details of your own performances, but nobody else's.



Having clicked on the **Add Event** button a new screen will appear.

Begin by clicking on the **Event category** drop-down list and choosing whichever option best describes what kind of performance this is. For example, if you are a musician, select **Music**, or a poet **Poetry**.

Then enter the **Date** on which this performance is to take place, either by selecting the day from the calendar that will appear when you enter the field, or else by typing the relevant date in the format dd/mm/yy.

Should you be appearing regularly at this venue on a daily, weekly or monthly basis, and this is the first of those appearances while other details such as performance times and admission costs will be remaining the same, you can click on the **Repeat** box and then, as we explain overleaf, specify when.

Otherwise go next to **Select Establishment** (to be found on page 9).

Repeat Performances

The screenshot shows a form for setting up repeat performances. It includes a 'Date' field with an example 'E.g., 26/01/18'. A 'Repeat' checkbox is checked. Under 'Repeats', a dropdown menu is set to 'Weekly'. Below that, 'Repeat on' has radio buttons for 'Mon', 'Tue', 'Wed', 'Thu', and 'Fri', with 'Wed' selected. The 'Stop repeating' section has a radio button for 'After' followed by a field containing '5' and the text 'occurrences'. There is also an 'On' radio button with a 'Date' field. At the bottom, there are checkboxes for 'Exclude dates' and 'Include dates'.

First select whether your repeat performances at this venue will be happening **Daily**, **Weekly** or **Monthly**.

For example, were it to be every Wednesday for six weeks, enter **1** in the **Every _ weeks** field, then click on the **Repeat on** box next to **Wed** and then enter **5** in the **Stop repeating** field **After # occurrences**.

You can of course make more than one appearance at the same venue in the same week over a period of several weeks by the appropriate **Repeat on** days.

Similarly, if you will be performing more than once to different audiences on each of those days, you can enter the times when each performance will begin in the **Performance starts** fields described later.

This close-up shows the 'Exclude dates' section. The 'Exclude dates' checkbox is checked. Below it is a 'Date' field containing '26/01/18' with an example 'E.g., 26/01/18' below. An 'Add exception' button is visible. At the bottom, the 'Include dates' checkbox is unchecked.

You can also exclude one or more dates in a series of dates by clicking on the **Exclude dates** box and then entering the **Date** you wish to exclude in the field and clicking on the **Add exception** button, repeating for each date you wish to exclude.

Conversely you can also include one or more additional dates, for example were you to be appearing twice in any of those weeks in a series of weekly performances, by adding each additional date by first clicking on the **Include dates** box.

Repeat

Select Establishment *

Please specify the establishment at which you will be appearing. To do so, type in all or part of the name of the venue, and the... If you cannot find the establishment you are looking for please...

Additional information

The brief explanation you previously entered in the *Summary* event, such as whether it is for charity or if there are any other...

Doors open

Please enter the time the public will first be admitted...

Format: 13:55

You now need to select the venue at which you will be appearing.

To do so, begin by typing its name in to the **Select Establishment** field.

Keep typing until it appears in the list and then click on it to select it.

If it does not appear then click on the email the **site administrator** link, and we will rectify the omission and let you know, hopefully within 24 hours.

Because the brief explanation you previously entered when you were creating your page automatically appears in the listings there is no need for you to enter anything in the **Additional Information** field unless you wish to add any further detail specific to this appearance.

Next, if you know it, please enter the time at which **Doors open** to the public, using the 24-hour clock.

Performance starts

Performance starts

Format: 13:55

Performance starts 2

Then, enter the time at which your **Performance Starts**, again using the 24-hour clock format.

Should you be appearing more than once to different audiences on the same day, enter the time or times when your second and any subsequent appearances are scheduled to start in the appropriate fields.

If you are booked to appear before two or more separate audiences, please leave both the **Doors open** and **Performance ends** fields blank.

Format: 13:55

Please enter the time your performance is scheduled to end...

Performance ends

Please enter the time the event is scheduled to end...

Format: 13:55

That done, and provided you are appearing before only the one audience, please enter the time your performance is scheduled to end.

Free
Please tick this box if there is no charge for admission to this event.

Adult (on the door) £

If an admission charge is being made, please enter the price here.

Concession (on the door) £

If there is a separate cost of admission for such as students or children, please enter the price here.

Student/child (on the door) £

If there is a separate admission cost for students and children, please enter the price here.

Buy tickets

Cancelled
Should this event no longer be taking place, please tick this box.

Finally, if there is no charge for admission to this event, please click in the box next to **Free**.

Otherwise, if you know them, please enter the on-the-door ticket prices in the relevant fields.

If there is no difference in price for Concessions and/or Students or Children, leave those fields blank.

If tickets can be purchased online, please enter the website address (URL) here.

If, after you have posted this event, should it subsequently be cancelled, **Edit** the event and click on the box next to **Cancelled**.

Finally, don't forget to click on the **Save** button to post the event.

After doing so, be sure to check all the details are correct. You can make changes at any time by clicking on the **Edit** button at the top of the page.