South Hams Events

Your guide to what's on in Dartmouth, Kingsbridge, Salcombe, Totnes, Ivybridge, Newton Abbot, Plymouth and the South Hams
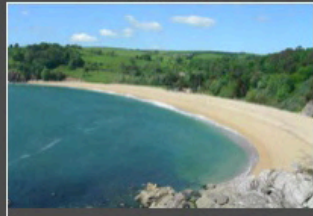
| Home | About | Where to Go ▼ | Where to Find ▼ | What's On ▼ | Where to Stay ▼ | Listings ▼ |

Attractions
Woodlands

Beaches
Blackpool Sands

Towns
Ashburton

Pubs & Restaurants
White Hart, Modbury

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

No Events have yet been entered matching your specified criteria

Contents
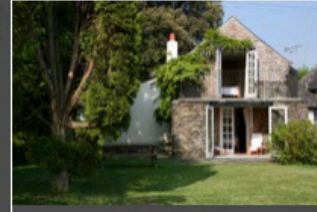
Holiday Cottages
Little Norris

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

Holiday Cottages

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 **Holiday Cottages** 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.

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**.

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 you through it.

Begin by specifying whether your holiday let is a self-catering cottage, barn, house or flat/apartment by selecting the relevant option in the **Property type** dropdown list.

Next, provide a brief description of what your property has to offer, and why guests will want to stay here.

You now need to enter the full postal address of your property, making sure that the **Town/City** is its Postal Town – 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 establishment, you now have to enter its full postal address again in the **Location map** field and click on the **Get location** button.

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

IMPORTANT

Only enter the Postal Town in the **Town/City** field if the Town you want is not to be found in the Towns search field on the Holiday Cottages listings page.

Latitude: * 50.39042931000777   Longitude:

About this area *

Say something about the location of this property, it prospective guests

How to get here

Tell visitors how they can find you, whether by car terminal and airport, if applicable

Save

Here you should say something **About this area** in which your property is located, its surroundings, and any nearby attractions, facilities or activities that might appeal to prospective guests.

You should also tell guests **How to get here**, whether by car or public transport.

Now would be a good time to make sure you **Save** the content you have entered to date. Having done so, you can click on the **Edit** button to the top left hand side of your page to continue adding to your page.

Having clicked on **Save** and then **Edit** you might now like to click on the **Contact Details** tab.

Here you can enter the name of the person prospective guests should **Contact**.

Next the **Email address** we should use to forward to you any enquiries we receive about your property from prospective guests (this will not be visible to the public).

You should also enter a **Contact telephone** number by which prospective guests can contact you.

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

Similarly, if you have a **Facebook Page** for your property, enter its URL here.

Finally, don't forget to click **Save** again!

Address *

Contact Details

Photos

Property Details

Amenities

Facilities

Nearest Places

Availability

Rates

Contact

Please enter the name of the person pr

Email address

Email address South Hams Events will u

Contact telephone

Telephone number

Website

If your property has a website and you

Facebook Page

If your property has a Facebook page, a Facebook page here

Save

Address *

Contact Details

Photos

Property Details

Photos

You can upload up to 10 photographs to be displayed in a gallery on y
upload will appear both in your gallery and also as a thumbnail in cer
Click on the 'Browse' button below to begin entering your photograph

Attach media
Browse

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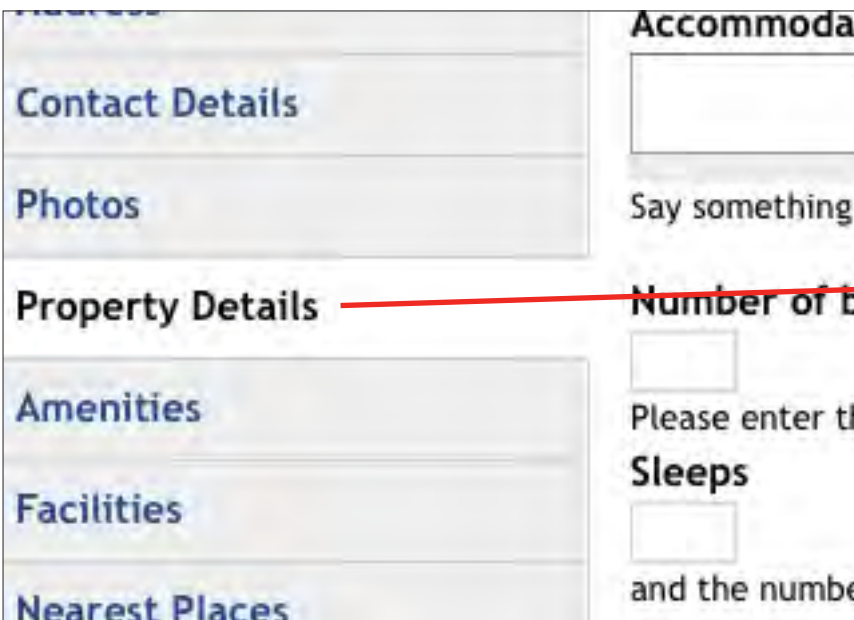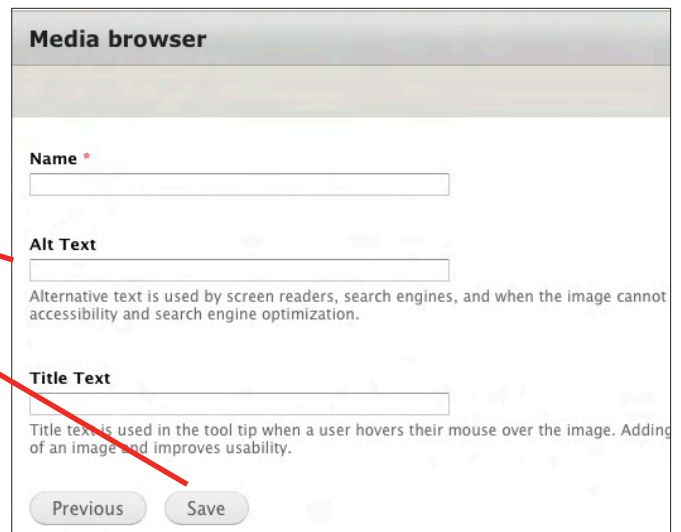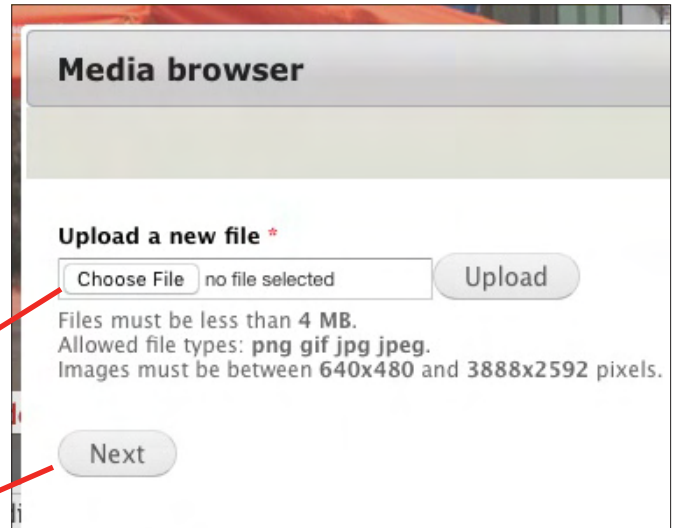
Once the photograph is uploaded, click **Next**.

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.

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

Media browser

Name *

Alt Text

Alternative text is used by screen readers, search engines, and when the image cannot
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
of an image and improves usability.

Previous   Save

Contact Details

Photos

Property Details

Amenities

Facilities

Nearest Places

Accommoda

Say something

Number of b

Please enter th

Sleeps

and the numbe

The next step is to enter the **Property Details**.

Begin by clicking on the **Property Details** tab and we'll walk you through the screen that appears on the next page.

Accommodation details

Say something about this property and why prospective guests should wa

Number of bedrooms

Please enter the number of bedrooms at this property.

Sleeps

and the number of people it sleeps

Bedrooms

Say something about the bedroom(s) at this property

Number of bathrooms

Please enter the number of bath and/or shower rooms at this property

Bathrooms

Say something about the bathroom(s), shower room(s) and washroom(s)

Number of reception rooms

Please specify the number of reception rooms, i.e. living room, dining ro

Reception rooms

If there are separate living, dining and other reception rooms at this pro

Kitchen

If you wish to say something about the kitchen, please do so

Other rooms

If there are any other rooms at this property, such as a games room, why
them here?

First say something about your property and why guests should want to stay here in the **Accommodation details** field.

Next enter the **Number of bedrooms** and how many people the property **Sleeps**.

Then describe the **Bedrooms** themselves.

Do the same for the **Number of Bathrooms** and say something about them.

And repeat for the **Number of reception rooms** and again give descriptions.

You will also probably want to say something about the **Kitchen** and what guests will find there, for example a dishwasher, fridge, freezer and the suchlike.

Similarly, if there are **Other rooms**, such as a games room, conservatory or sun room, here would be a good place to mention them.

Finally, and sorry to go on about it, but don't forget to **Save**.

Address *	☐ **Private garden**
Contact Details	☐ **Shared garden**
Photos	☐ **Tennis court**
Property Details	☐ **Trampoline**
Amenities	☐ **BBQ**
Facilities	☐ **Private outdoor**
Nearest Places	☐ **Shared outdoor**

The next tab to click on is **Amenities**.

Having done so simply click in the box to the left of each of the **Amenities** to be found at your property.

For example, if there is a **Trampoline**, click in the box immediately to the left of **Trampoline**.

After specifying the **Amenities** you have to offer, the next tab to click on is **Facilities**.

Once again, click on the boxes immediately to the left of each of the **Facilities** applicable to your property.

When done, you might want to once again click on the **Save** button.

Address *	☑ Walking holidays
Contact Details	☐ Cycling holidays
Photos	☐ Water sports
Property Details	☑ Rural or countryside holidays
Amenities	☐ Beach or lakeside relaxation
Facilities	☐ City breaks
Nearest Places	☐ Nightlife
Availability	☐ Town/city centre
Rates	☐ Close to bus(es)
	☐ Close to station
	☐ Close to pub
	☐ Close to restaurant(s)
	☐ Close to shop(s)
	☑ Ideal for children of all ages
	☐ Not suitable for children under 5
	☐ Not suitable for children
	☑ Not suitable for wheelchair users
	☐ Car not necessary
	☐ Car advised
	☑ Car essential
	☐ Sea view

Save

You might now like to enter details of the **Nearest Places** to your property.

Such information is of course useful to prospective guests and, should you wish to provide links to websites for some of those places, you will often have the option to either enter the URL for the place itself, or for its page on South Hams Events, if it has one.

Suggestion: If you're not quite sure how far away you are from, say, your **Nearest airport** (which is likely to be Exeter) you can always go to **Google Maps**, click on the *Directions* icon to the right of *Search Google Maps*, enter your post code in the *Choose starting point* field and the post code or name of the **Nearest place** in the *Choose destination* field and, voila, you have the distance!

Although your **Availability** calendar is the next tab in sequence you might first like to enter your **Rates**.

If your normal **Changeover day** is, say, Saturday, please select the relevant day from the dropdown list.

In the **Notes** field, you can specify how you accept payment, what if any deposit you charge and when it and any other payments fall due, your cancellation policy, and any other pertinent information.

To add the actual **Rate** click on the **Add** link under the Rates tab on your saved page as detailed overleaf.

Rate period starts and ends

12/03/18   to: 19/03/18
E.g., 12/03/18   E.g., 12/03/18

Rate name   Cost
                                                 £

Please enter the start and end dates for this rate period, the name you give to the period (for example Spring 2017), and the rate you charge for a booking for seven nights (**Cost £** above)

Minimum stay Cost   **Cost per extra night**
- None -   £   £

Please specify the shortest length of stay (**Minimum stay**) you will accept in this rate period (i.e. 3 nights) and, if the minimum stay is for a period of less than one week, the rate for that minimum number of nights (**Cost £**), as well as the cost for each night in addition to that minimum number (**Cost per extra night £**) – otherwise leave each of those last two fields blank.

Save

When you click on the **Add** link the screen to your left will appear.

Begin by entering the start and end dates of the **Rate period**, either using the pop-up calendar or typing the date in the format dd/mm/yy.

Now provide a **Rate name** (ie: *Spring 2019*) and the **Cost** you charge for a seven night stay during this period.

Then specify the **Minimum stay** during this period and the **Cost** if the stay is less than a week.

Finally click **Save**, then **Add** to enter the next **Rate period**.

Having completed all the other sections the last thing you need do, should you want to be able to show when your property is available, is to click on the **Availability** tab when in **Edit** mode.

The screen to the right will appear.

Make sure the **Enable the availability calendar** checkbox is checked, then choose the **Select new state** you wish to apply.

For example, to show the seven nights commencing 6 April 2018 and ending a week later as being Fully booked, first click on the **Fully booked** radio button under **Select new state**.

Next click on Friday 6 April, followed immediately by clicking on Friday 13 April, and then clicking on **Save**.

Those seven nights will now show as being **Fully booked** on your calendar.

Repeat as often as necessary and your page will be complete! Congratulations!

Availability calendar

☑ **Enable the availability calendar**
    Uncheck the checkbox if you don't want a calendar at all for this no

Availability

To update the calendar: select the new state and the date range to apply
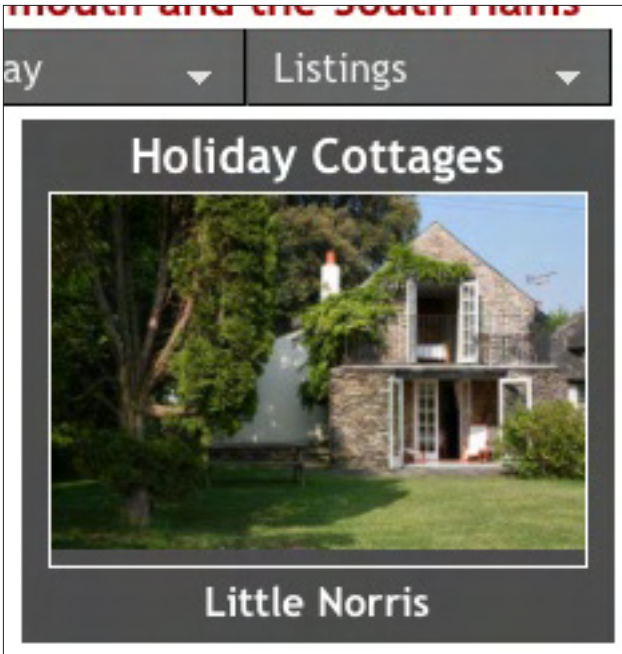You can select a date range by clicking on either:

- The begin and end date of the period you want to change.
- A week number to select that whole week at once.
- The name of the month to select that whole month at once.
- The name of a day of the week to select all those days of the wee

Select new state

⊙ **Available**

○ **Fully booked**

○ **Provisionally booked**

Previous 3 months | Next 3 months

March 2018

Mon	Tue	Wed	Thu	Fri	Sat	Sun
26	27	28	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

April 2018

Mon	Tue	Wed	Thu	Fri	Sat	Sun
26	27	28	29	30	31	1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

Holiday Cottages

Up to 20 self catering holiday cottages, houses, apartments and barns can be featured, appearing at random in the **Holiday Cottages** 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 your name or picture are clicked on, visitors will be taken straight to your page.

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