

RS Events!

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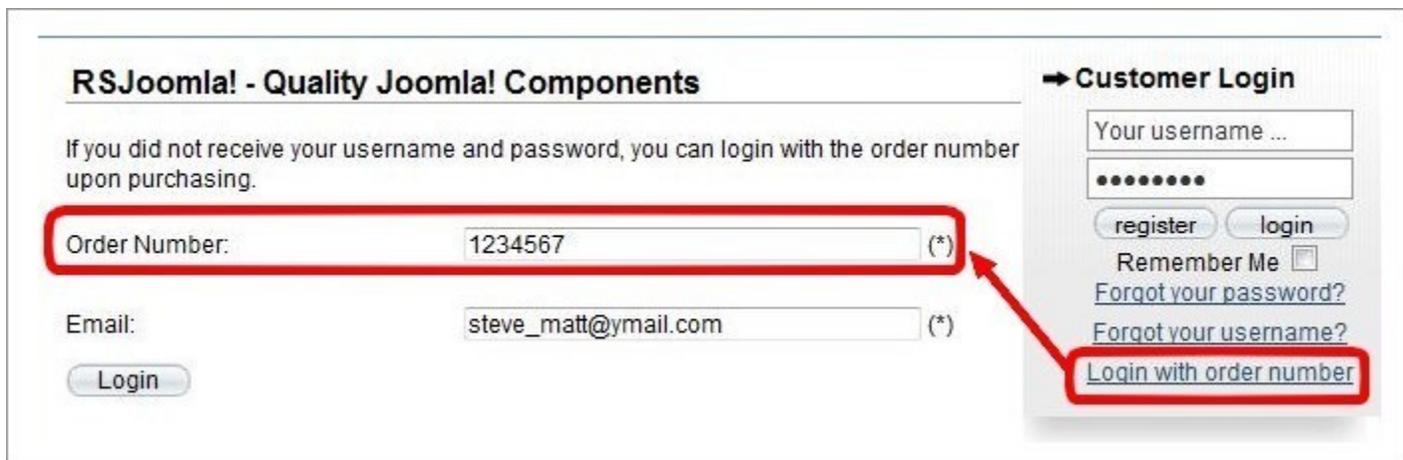
Step 1: Purchasing a RSEvents! membership

When you purchase a membership for the first time, a RSJoomla! account is automatically created for unregistered users, after the purchase has been approved. The transaction along with the user details are sent on the registration email.

Upon transaction, users have 2 ways of accessing the www.rsjoomla.com account and download RSEvents!:

1. Login with the user and password automatically created and sent through email, during the transaction process, using the **Customer Login** form.
2. Login with the order number received on the user email.

Login with the order number



The screenshot shows the RSJoomla! Customer Login interface. On the left, there is a form with two input fields: 'Order Number:' containing '1234567' and 'Email:' containing 'steve_matt@ymail.com'. A red box highlights the 'Order Number' field, and a red arrow points from the 'Login with order number' link in the 'Customer Login' sidebar to this field. The 'Customer Login' sidebar on the right contains fields for 'Your username ...' and a password field, along with 'register' and 'login' buttons, a 'Remember Me' checkbox, and links for 'Forgot your password?' and 'Forgot your username?'. The 'Login with order number' link at the bottom of the sidebar is also highlighted with a red box.

Step 2: Downloading RSEvents!

In order to download RSEvents! you will need to:

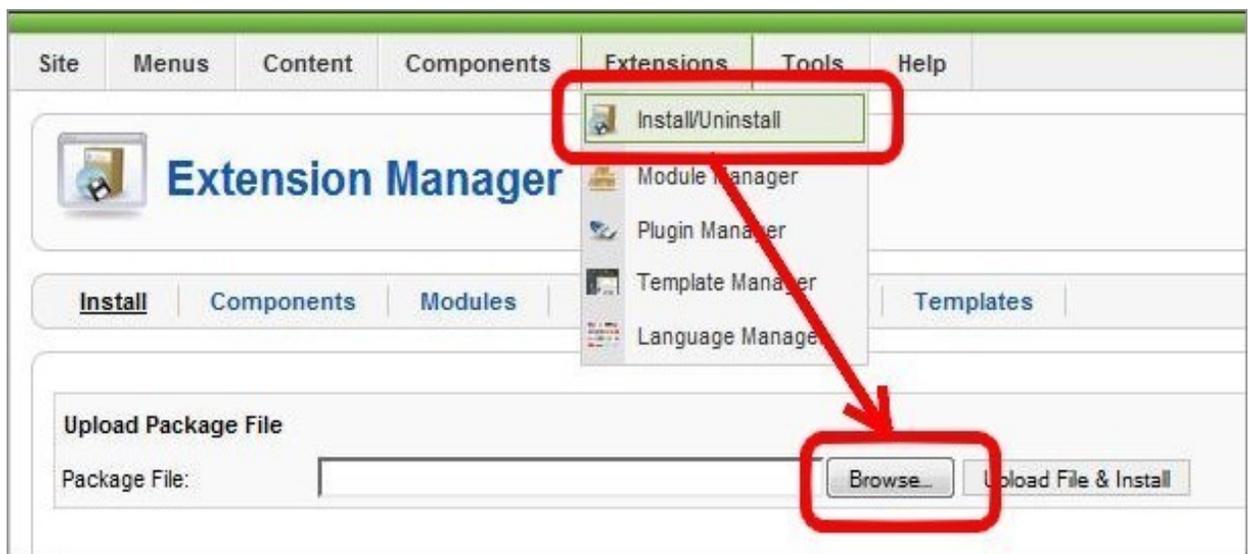
- log in on www.rsjoomla.com with the user details or the order number received by email;
- in the right side, you will find a section dedicated to RSJoomla! customers: **Customer Login**, click on the **View my downloads** area

- all the user's memberships are listed in the **Customer downloads** section, click on **RSEvents! membership >> Downloads >>RSEvents! Files >> Component >> Download RSEvents! for Joomla 1.5 and Joomla! 1.6**

Step 3: Installing RSEvents!

Path: **Joomla! backend panel >> Extensions >> Install/Uninstall**

In the back-end panel, head to *Extensions >> Install/Uninstall*, browse the com_rsevents.zip package file and click “*Upload File&Install*” button.



Step 4: Configure RSEvents!

Path: **Joomla! backend panel >> Components >> RSEvents! >> Settings**

4.1 General settings

Path: **Joomla! backend panel >> Components >> RSEvents! >> Settings >> General**

- **Add the license code** to be able to receive RSEvents! updates, directly in the backend panel. To generate the license code, access your www.rsjoomla.com account and head to “**Customer downloads**” area >> **RSBlog! membership >> Licenses**.

- **Date format** - You can set the date format you want to use in RSEvents!. You can get syntax documentation [here](#).
- **Enable 12h format** - Enable/Disable 12h format for your events.
- **Enable RSS feed** - Enable/Disable 12h RSS feed.
- **Enable editor buttons** - Enable/Disable the editor buttons (WYSIWYG) in RSEvents!.

General | Dashboard | Events | Locations | Emails | Payment

License: MYLICENSECODE

Full Date Format: d M y Hi

Time Format: H:i:s

Enable 12h format: No Yes

Enable RSS feed: No Yes

Enable editor buttons: No Yes

4.2 Dashboard settings

Path: **Joomla! backend panel >> Components >> RSEvents! >> Settings >> Dashboard**

The **RSEvents! Dashboard Settings** area allows you to control what modules should be displayed in the dashboard area: **Upcoming Events, Last Comments, Synchronization (Google Calendar and Facebook Events), last subscribers, product information and icons.**

General | **Dashboard** | Events | Locations | Emails | Payment

Show product links module: No Yes

Show product information module: No Yes

Show upcoming events module: No Yes

Number of events: 5

Show subscribers module: No Yes

Number of subscriptions: 5

Show comments module: No Yes

Number of comments: 5

Show synchronization module: No Yes

4.3 Events

4.3.1 Event general settings

- **Event Intro Layout** - In the front-end, you can generate various lists of events based on category, location or date interval. The events will show an intro. This intro can be customized with the Event Intro Layout. The default is the Google search results style (title, small description and links). Here, you can use some of the event placeholders.

Event intro layout

Piano Concerto No. 3 (Rachmaninoff)
The Piano Concerto No. 3 in D minor, Op. 30, by Sergei Rachmaninoff (colloquially known as "Rach 3") is famous for its ...

At *The British Library* from 31 Mar 11 20:00 to 31 Mar 11 22:00 - Hosted by Julia - [Piano concerts](#) - [Details](#)

London Z Day 2011 Main Event
London Z Day 2011 Main Event This year, the worldwide Z Day main event will be in London at Friends House on Sunday the 13th of March from 1.30pm to 9pm. There will be a series of presentations and lectures from various ...

At *The British Library* from 23 Feb 11 20:00 to 23 Feb 11 22:00 - Hosted by me - [Conferences](#) - [Details](#)



Example:

```
<p>
<a href="{EventLink}"><strong>{EventName}</strong></a>
{EventSubtitle}
<p>{EventDescription}</p> At <em>{LocationName}</em> from {EventStartDate} to
{EventEndDate} - Hosted by {EventHost} - {CategoryName} -
<a href="{EventLink}">Details</a>
</p>
```

Example:

The 'class="rsevents_full"', from the {EventFullClass} placeholder, is a customizable class and it will be used only when displaying the full events in the Event Intro Layout. You can set this class in any CSS files from RSEvents! or in your template and it will mark the full events in the Event Intro Layout.

- **Guest Menu Options** - Allows you to select which links will be displayed in the Guest Menu.
 - Show invite link - Will display the Invite People option in the Guest Menu
 - Show outlook link - Will display the Add to Outlook option in the Guest Menu
 - Show print link - Will display the Print Event option in the Guest Menu
- **Moderation Settings** - You can set which email address will receive the moderation emails, when an event or location is posted. The email messages will only be sent if moderation is enabled in the Groups section.
- **Auto Archive**
- **Enable Auto Archive** - yes/no
- **Archive expired events after** - configurable delay between the time of the event expiration and archive flag
- **Comments** - You can integrate RSEvents! with JomComment and JComments. These extensions allow you to add commenting to your event page. You must have Jcomments or JomComment installed on your Joomla! in order to see these options.

4.3.2 Event registration

Here, you can configure general event registration settings: booking message, guest registration, registration form, and registered users details.

1. **Full booking** - Allows you to customize the message for when the booking is full.
2. **Event Registration** - Allows you to select the type of registration for the events.
 - **Enable Registration of Guests** - allow guest users to register to a event (without creating a user)
 - **Enable Multiple Registration** - allow users to register multiple times to an event
 - **Registration Method** - redirect to registration page / create user automatically upon registration
 - **Redirection link** - redirects to the page where a guest can create a user
 - **Enable auto-approve user** - the subscriber is automatically approved
 - **Default Registration Form** - upon creating an event, you can select a registration form by default (if multiple are used via the RSEvents! - RSForm!Pro plugin – see [step 8.2.3.3 Create custom registration forms with RSEvents! and RSForm!Pro](#))
3. **Registered users details** - Allows you to select the details that will be displayed for the registered users.
 - **User details** - select the user details that will be displayed
 - **Avatar** - select the avatar that will be displayed for the user
 - **Link user to** - the profile to which the user will be linked to: Community Builder, Joomunity and JomSocial
 - **Link "Hosted by" to user profile?** - select if the user displayed in the Hosted By field be linked to a profile
 - **Link "Posted by" to user profile?** - select if the user displayed in the Posted By field be linked to a profile

Event settings **Event registration** Files, Extras & Icon settings Event sharing & rating

Full Booking

Message for when booking is full: This event is full

Event Registration

Enable Registration of Guests: No Yes

Enable Multiple Registration: No Yes

Registration Method: Redirect to registration page Create user account automatically u

Redirection link: Joomla Registration

Enable auto-approve user: No Yes

Default Registration Form: Default form

Registered users details

User details: Name

Avatar: Gravatar

Link user to: No profile

Link 'Hosted by' to user profile? No Yes

Link 'Posted by' to user profile? No Yes



Note:

- If you want to allow users to subscribe to events, each time you create a new event, you must enable the user registration option in the “Events” tab.

4.3.3 Files, extras and icon settings

1. **Event Icon** - Allows you to enable/disable the event icon for your events and to edit it
 - Enable event icon - enable/disable the event icon
 - Small icon width - the width of the small icon
 - Big icon width - the width of the big icon

2. **Files allowed** - Enter a list of allowed files users are allowed to upload on their events. We strongly recommend to use the usual extensions: txt, jpg, jpeg, gif, png, pdf, zip.
3. **Extras** - Allows you to enable/disable the extra options for event adding:
 - Flash - Allow users to post flash widgets on their event page
 - Youtube - Allow users to add youtube videos on their event page
 - Mp3(Imeem) - Allow users to have a player with music from Imeem.com
 - Meebo chatrooms - Allow users to create chat rooms on the event page
 - Enable Flickr - Allow users to add flickr photo albums (needs api key)
 - Photos to display in event layout - number of photos that are displayed on the event page



Note:

- Event icons must be reuploaded each time you modify their dimensions.

General | Dashboard | **Events** | Locations | Emails | Payment | Synchronizations

Event settings | Event registration | **Files, Extras & Icon settings** | Event sharing & rating

Event Icon

Enable event icon: No Yes

Small icon width: px

Big icon width: px

Extras

Enable flash: No Yes

Enable youtube: No Yes

Enable MP3: No Yes

Enable meebo: No Yes

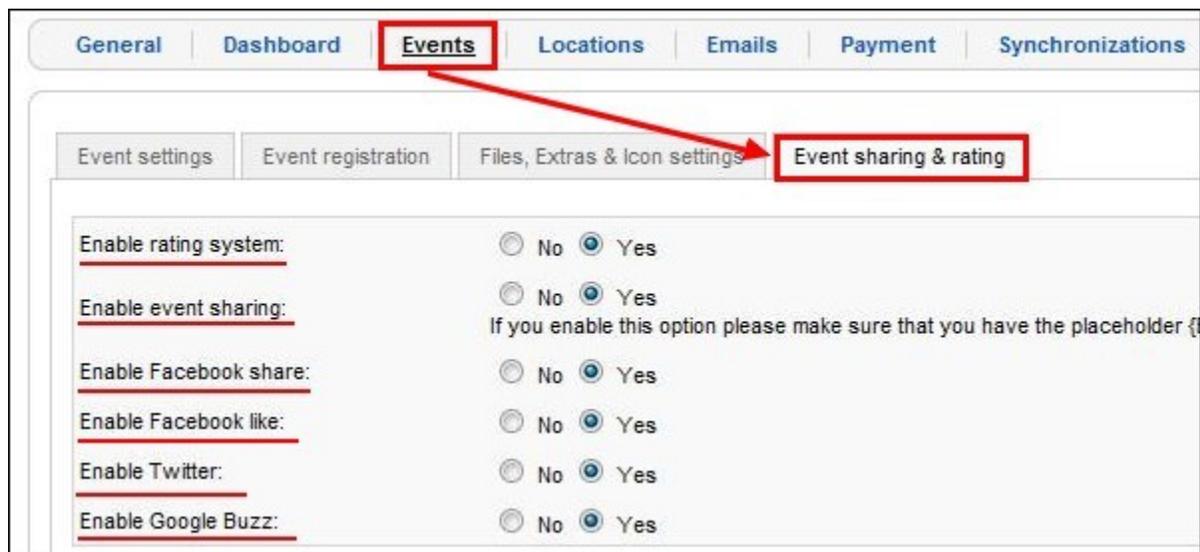
Enable Flickr: No Yes

Flickr Api Key: [Request key](#)

Photos to display in event layout:

4.3.4 Event sharing and rating

- **Enable rating system** - Enable or disable the rating system for events
- **Enable event sharing** - Enable or disable the sharing of events on Facebook, Twitter and Google Buzz
- **Enable Facebook share** - Enable or disable Facebook share
- **Enable Facebook like** - Enable or disable Facebook like
- **Enable Twitter** - Enable or disable sharing of the event on Twitter
- **Enable Google Buzz** - Enable or disable the event sharing on Google Buzz



4.4 Location settings

Path: **Joomla! backend panel >> Components >> RSEvents! >> Settings >> Location**

Here, you can enable for your event locations Google Maps and Geocode

- Enable **Google Maps** plugin - will show the location on google maps
- Enable **Geocode**: when the option is enabled, you can the event address and the geocode map will assign the coordinates on the map.

| | | | | | | |
|---|-----------|--------|------------------|--------|---------|------------------|
| General | Dashboard | Events | Locations | Emails | Payment | Synchronizations |
| <p>Enable Google Maps: <input type="radio"/> No <input checked="" type="radio"/> Yes</p> <p>Enable Geocode: <input type="radio"/> No <input checked="" type="radio"/> Yes</p> <p>Google Map type: Normal <input type="button" value="v"/></p> <p>Zoom level: 10</p> <p>Google Maps API Key: ABQIAAAADJof0-rU9cd_UQpwwYt-RRcLw56R1-kV5fu34luxGKdupWULBSAXw</p> <p>Center: 44.213709909702054,27.333984375 Change</p> | | | | | | |

- Google Map type - **normal/hybrid/satelite**.



- Google Maps API key (required to activate this plugin): lets you embed Google Maps in your own web pages - you can get the API key from [here](#).
- Center - configurable map center.

4.5 Emails settings

Path: **Joomla! backend panel >> Components >> RSEvents! >> Settings >> Dashboard**

RSEvents! allows you to send invitation emails, on registration, on activation (when registration is approved) and after the event ends. Each field in the Emails section can incorporate the placeholders available for the settings area.

With RSEvents!, you can send **HTML** and **text** emails, with the following configurable options:

- From: - The e-mail address from which the mail should appear as being sent from
- From Name - The name of the sender
- Reply-To - Set who the subscriber should reply to

General | Dashboard | Events | Locations | **Emails** | Payment | Synchronizations

From:

From Name:

Reply to:

CC:

BCC:

Invite E-mail Registration E-mail Activation E-mail Unsubscribe e-mail Reminder E-mail Post Reminder E-mail

Subject:

Mode(Text/HTML): Text Html

Enable optional message: No Yes

```
<p>Hello ,</p>
<p>You have been invited to {EventName} which starts on {EventStartDa
will end on {EventEndDate} at {LocationName}</p>
<p>{EventName} {message}</p>
```

The following emails are sent with RSEvents!, when enabled:

- **Invite e-mail:** this email is sent to users that are invited to events.
- **Registration e-mail:** this email is sent to users that registered an event.
- **Activation e-mail:** this email is sent to users after subscribing to event.
- **Unsubscribe e-mail:** this email is sent to event users that requested to be unsubscribed
- **Reminder e-mail:** this email is sent to subscribers before the event starting/ending date, within a specified number of days.
- **Post reminder e-mail:** this email is sent to subscribers after the event ending date.

The following placeholders are available through the RSEvents! settings area (including in the “Event Intro” area - see [step 4.3.1 Event general settings](#)):

| | | |
|------------------------|-----------------------|-------------------------|
| • {EventName} | • {EventDescription} | • {EventStartDate} |
| • {EventStartDateOnly} | • {EventStartTime} | • {EventEndDate} |
| • {EventEndDateOnly} | • {EventEndTime} | • {EventHost} |
| • {EventSubtitle} | • {EventURL} | • {EventPhone} |
| • {EventEmail} | • {LocationName} | • {LocationDescription} |
| • {LocationURL} | • {LocationCountry} | • {LocationCity} |
| • {LocationAddress} | • {LocationZip} | • {LocationState} |
| • {EventCategories} | • {EventIcon} | • {EventIconSmall} |
| • {EventIconBig} | • {EventLocationHref} | |

4.6 Payment settings

Path: **Joomla! backend panel >> Components >> RSEvents! >> Settings >> Payment**

Here, you can select the default payment system used by RSEvents! when users subscribe to paid events.

The default payment options are “Wire Transfer” or “No Payments”(if you wish your events to be free.). It can be easily extended to PayPal, 2Checkout and Authorize.NET, using the RSEvents! specific plugins: **PayPal Payment Plugin, 2Checkout Payment Plugin, Authorize.net Payment Plugin.**

The additional payment plugins can be downloaded from your [www.rsjoomla.com website](http://www.rsjoomla.com) >> **Resources>> Customer downloads >> RSEvents! membership.**

- **Allow users to sell their own tickets through PayPal:** if this option is enabled the event owner will be able to receive payments on their configured PayPal address.
- **Payment currency:** currency used for prices
- **Thousands separator**
- **Decimal separator**
- **Number of decimals**

4.7 Synchronization settings

RSEvents! allows you to import events from Facebook and Google Calendar. The synchronization module must be previously configured.

The synchronization module includes 2 applications: the “Google calendar” and the “Facebook events”.

4.7.1 Configure Google Calendar

The Google Calendar synchronization allows you to import events to RSEvents! directly from the admin dashboard within a click.

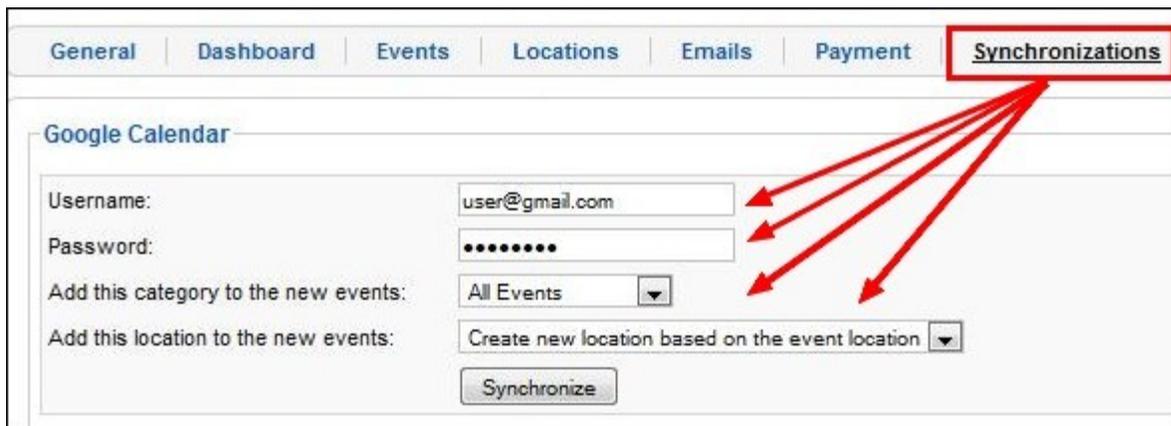
Step 1: Add the Gmail account address.

Step 2: Add the Gmail password.

Step 3: Choose the default category of the imported events - you can choose in what category will the events be added.

Step 4: Choose the default location of the imported events - you can choose to add the events to a certain location, or create a new location entry based on the Google event location.

Step 5: Save the new settings and click on the “Synchronize” button.



The screenshot shows the RSEvents! admin dashboard with the 'Synchronizations' tab selected. The 'Google Calendar' section contains the following fields:

- Username: user@gmail.com
- Password: [masked]
- Add this category to the new events: All Events
- Add this location to the new events: Create new location based on the event location
- Synchronize button



Note:

- Save the new Google Calendar settings and then click the “Synchronize” button.

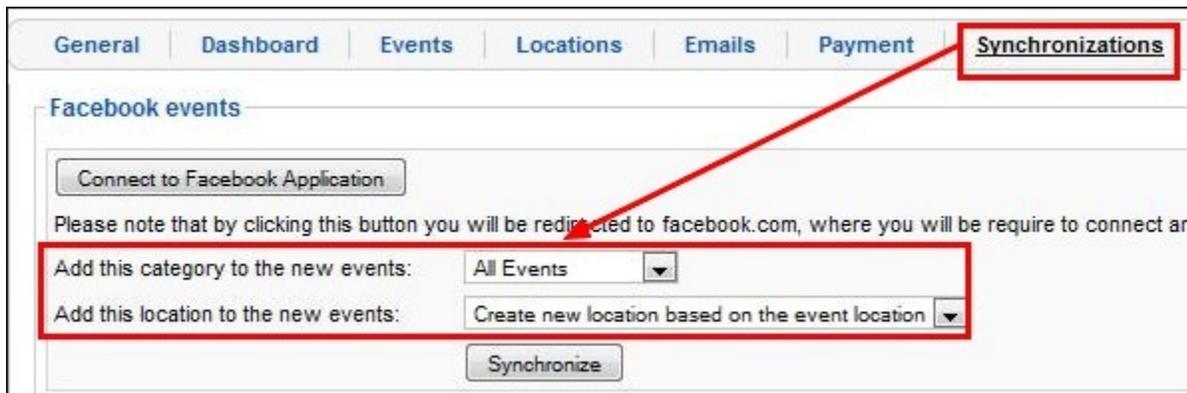
4.7.2 Configure Facebook events

Step 1: Choose the default category of the imported events

Step 2: Choose the default location of the imported events - you can choose to add the events to a certain location, or create a new location entry based on the Facebook event location.

Step 3: Click on the “Synchronize” button

Step 4: Connect with the Facebook application - you will be redirected to facebook.com, where you will be required to allow the RSEvents! access.



The screenshot shows the Joomla! administration interface. At the top, there is a navigation menu with tabs: General, Dashboard, Events, Locations, Emails, Payment, and Synchronizations. The Synchronizations tab is selected and highlighted with a red box. Below the menu, the section is titled "Facebook events". There is a button labeled "Connect to Facebook Application". Below this button, a note states: "Please note that by clicking this button you will be redirected to facebook.com, where you will be required to connect an". Below the note, there are two dropdown menus: "Add this category to the new events:" with "All Events" selected, and "Add this location to the new events:" with "Create new location based on the event location" selected. Both dropdown menus are highlighted with a red box. At the bottom of the form is a "Synchronize" button. A red arrow points from the Synchronizations tab to the "Connect to Facebook Application" button.



Note:

- Before allowing the RSEvents! access to Facebook!, click the “Synchronize” button to synchronize the configured data.

Step 5: Add user permissions

Path: **Joomla! backend panel >> Components >> RSEvents! >> Groups**

The **Groups** tab allows you to set different permissions for your Joomla! user groups: *permissions to edit, delete, post events, upload/download files, create and edit locations.*

You can set permissions related to *events* and *locations*:

Events

- **Users in this group can post events** : this setting will allow users in the group to create their own events(from the front-end);

- **Event requires moderation** : when a new event is created by an user, if this option is enabled, it will automatically be set to unpublished and an administrator will have to approve it;
- **User in this group can edit events** : users that belong to the specified group can edit events(from the frontend);
- **Users in this group can delete events**
- **Allow event registration** : allows/denies users of this group to register to events;
- **Allow event registration cancellation** : allows/denies users to unsubscribe from an event;
- **Allow users to download files** : allows/denies users the possibility to view and download event related files;
- **Allow users to upload files** : allows/denies users to upload files upon creating a new event;

Locations

- **Allow users to create locations** : allows/denies users to add their own locations(from the front-end);
- **Users in this group can edit locations** : allows/denies users of this group to edit locations(from the front-end);
- **Locations require moderation** : after a location has been added(front-end), if this option is enabled, location is unpublished until approved by a moderator;

Step 6: Create event categories

Path: **Joomla! backend panel >> Components >> RSEvents! >> Categories**

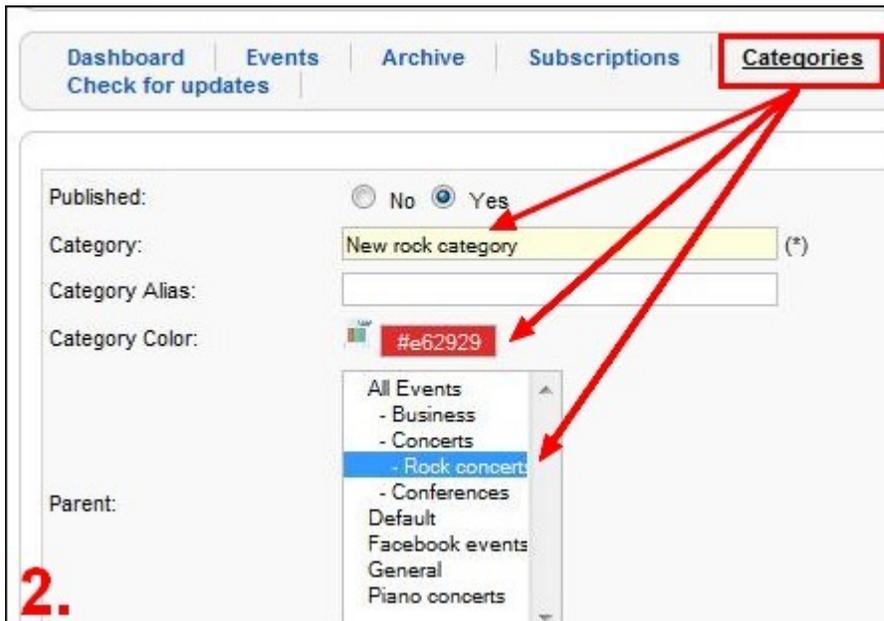
This tab displays a list of all defined categories, offering the possibility of adding, editing or deleting.

Color coding has been added to the category. Basically this will allow a user to identify the category of the event by color. The color coding will be used in the RSEvents! calendar view (if color coding is enabled in the calendar menu item - see [step 14.1 List events calendar in frontend](#)).

Step 1: In the “Categories” tab, click on the “New” icon located on the right panel.



Step 2: Add the category name, alias, color and parent.
By default, a category enables an "alias" option that is used for SEF link generation.
To create a subcategory, simply choose an existing category as a parent.



If you need to list event categories/subcategories in frontend, you can use the **RSEvents! List Categories Menu Item** - see [step 14.2 List RSEvents! categories](#).

Step 7: Create event locations

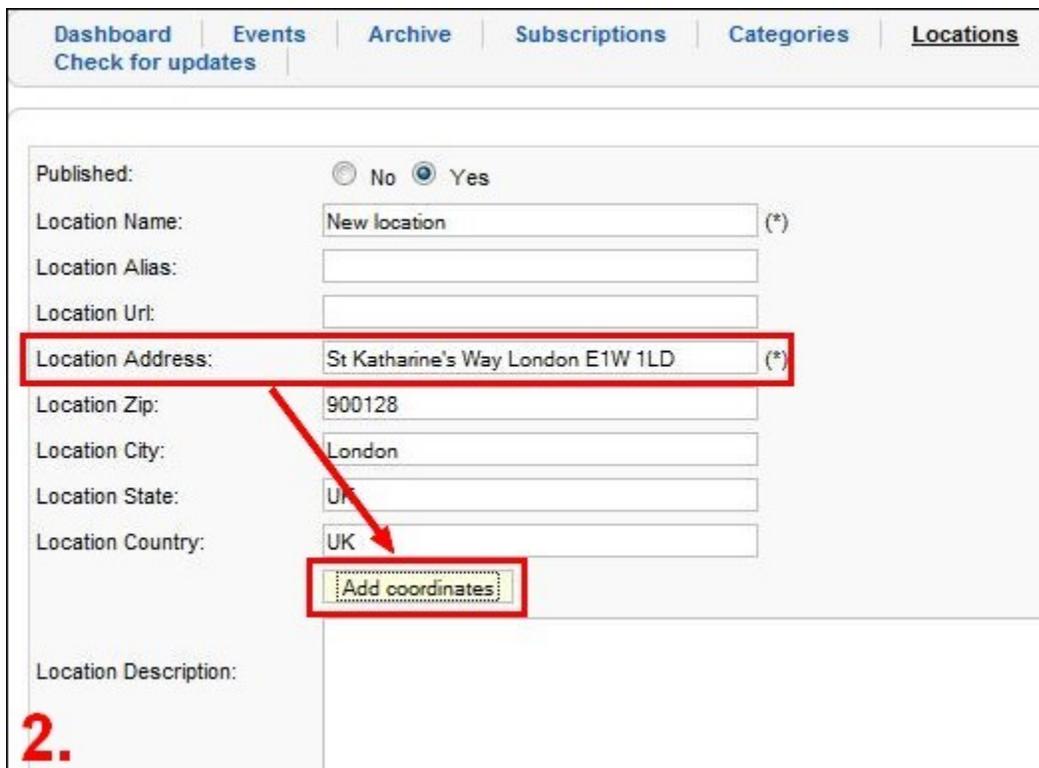
Path: **Joomla! backend panel >> Components >> RSEvents! >> Locations**

In the “**Locations**” tab, click the “New” icon located on the right side of the panel.



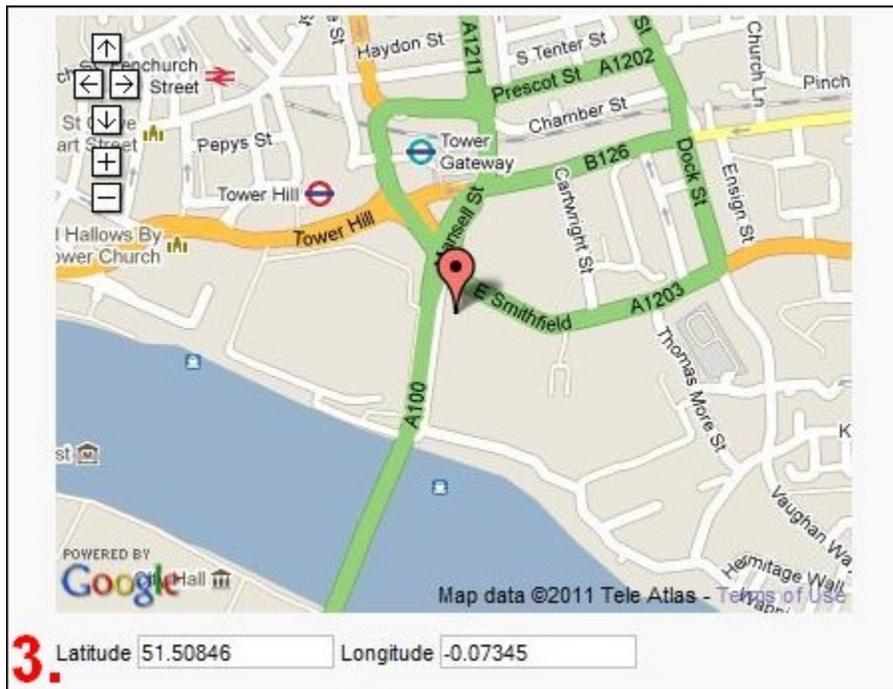
Add the location details: name, alias, URL, address, zip, city, state, country.
RSEvents! goes even further, integrating Google maps by default, thus offering the possibility to pinpoint the location.

Click on the “Add coordinates” button.



A screenshot of the Joomla! backend panel showing the 'Add Location' form. The form has several fields: 'Published:' with radio buttons for 'No' and 'Yes' (selected); 'Location Name:' with the text 'New location' and a red asterisk; 'Location Alias:'; 'Location Url:'; 'Location Address:' with the text 'St Katharine's Way London E1W 1LD' and a red asterisk; 'Location Zip:' with the text '900128'; 'Location City:' with the text 'London'; 'Location State:' with the text 'UK'; 'Location Country:' with the text 'UK'. Below the 'Location Country:' field is a button labeled 'Add coordinates'. The 'Add coordinates' button is highlighted with a red box, and a red arrow points to it from the 'Location Address:' field. A large red '2.' is in the bottom left corner.

RSEvents! automatically pinpoints the entered location address on Google Maps.



See [step 14.4.1 List locations](#), if you want to list event locations in frontend.

Step 8: Create events

The Events Manager is a list that allows you to browse and manage all the events created within your RSEvents! installation. In the Manage Events screen, you are able to quickly change some event property. You can publish and unpublish an event, you can delete, edit and add a new event on the run.

These actions are available in the default control area of Joomla (top-right). The events manager table columns are:

| # | <input type="checkbox"/> | Event Name | | Event start date | Event end date | Repeat | Published |
|----|--------------------------|---|---|--------------------|--------------------|--------|-----------|
| 6 | <input type="checkbox"/> | Piano Concerto No. 3 (Rachmaninoff) | ★ | 28 Apr 11 20:00 | 28 Apr 11 22:00 | | ✔ |
| 38 | <input type="checkbox"/> | fhgh | ★ | 11 Apr 11 20:00 | 11 Apr 11 22:00 | | ✔ |
| 37 | <input type="checkbox"/> | fhgh | ★ | 11 Apr 11 20:00 | 11 Apr 11 22:00 | | ✘ |

- *Event Name* - showing a link with the event name. Clicking on it will edit the event;
- *Subscribers* - showing a link with the number of subscribers. Clicking on it will take you to the subscribers manager and will filter results to show only subscribers to that specific event;
- *Owner* - the user that created the event;
- *Category* - The category where the event is located;
- *Location* - The location where the event will take place;
- *Event Start Date* - Default ordering rule. When the event will start;
- *Event End Date* - When the event will end.
- *Repeat* - An event can repeat itself on certain dates, or periodically, as displayed below:

Enable repeating: No Yes

Repeat type: Daily Weekly Monthly Yearly

Repeat interval: weeks

Repeat on: Monday Tuesday Wednesday Thursday
 Friday Saturday Sunday

Repeat until:

Repeat also on:

Events can be ordered by all columns. Also, events can be filtered using the free text filter (for search), and the Category and Location filters that allow you to see events in a specific category or events happening in a specific location.



Note:

- Unpublishing an event will make it disappear from the front-end listings, thus making them unavailable to regular subscribers but still accessible from My Events menu by the super administrator or owner of the event.
- Deleting an event will erase the entry from the database, making it impossible to recover.
- Duplicating events will create a copy of the selected events, adding to the name the word "Copy" without the Extras and files.

RSEvents! allows you to add events in both Joomla! backend and frontend panels (if users have group permissions).

8.1 Create events in frontend

The RSEvents! friendly front-end interface allows common users to create their own events quickly, enhancing them with YouTube videos, music from Imeem, chatrooms from Meebo, and so on.

Depending on the back-end group permissions this can be accessed by Registered or Non-registered users.



Note:

- In order to add an event from the front-end, you need a menu item pointing to **"Add Events"** - see [step 14.3.1 Add events](#).
- only allowed users can add events in frontend.

Step 1:

This is where you get to fill the main event information, such as Event title, subtitle, time period, host, category and location.

Event Info

Published: no yes

Event Name: (*)

Event Subtitle:

Hosted by: (*)

Web:

Phone:

E-mail:

Category:
- Select Category -
All Events
- Business
- Concerts
- Rock concerts
- Conferences
Default (*)

Location: (*) [Add Location](#)

Start Date: : (*)

End Date: : (*)

If are allowed, frontend users can enable/disable event registration, allow overbooking, select the registration form and allow users to comments.

Event will be: Private Public

Enable registration: no yes **You need to save your event first**

Registration form:

Allow overbooking: no yes

Show guests that registered: no yes

Automatically approve users: no yes

Allow users to comment: no yes

Missing one of the required fields will highlight them. When pressing "Next", the event gets saved (unpublished if the permission is set to Require moderation: **Components >> RSEvents! >> Groups**), and you are taken to page 2.

Step 2: In this page you can set up the event layout.

Clicking on Event design will open a pop-up window that allows you to choose from the published designs. The selected design will be applied to the event detail page.

On this page you also can insert YouTube videos, Flickr photo sets, etc

Event Layout

DESIGN

Select design: Classic (*)

Select theme: Default (*)

EXTRAS

[Youtube](#) | [Flash](#) | [MP3](#) | [Meebo](#) | [Flickr](#)

FILES

[Add a new upload file](#)

DESCRIPTION

8.2 Create events in backend

Path: **Joomla! backend panel >> Components >> RSEvents! >> Events**

The Add/Edit event screen will let you create or edit an event. Adding an event is divided into 5 tabs, thus, making it easier to manage. The tabs are:

- Event info
- Description

- Registration
- Files
- Extras

8.2.1 Add general event information

In the **Event Info** tab, you can set up general event information, such as Event title, Event subtitle, who's hosting the event and where, what category is the event in, who's the owner and what are the start and end dates. You can also set up here organizer contact information, such as website, phone, e-mail, event keywords and event meta description. This information will be shown on the Event page (in front-end).

Dashboard **Events** Archive Subscriptions Categories Locations

Event Info Description Registration Files Extras

Published: No Yes

Event Name: fghh (*)

Event Alias: fghh

Event Subtitle:

Hosted by: fghghj (*)

Category:
- Select Category -
All Events
- Business
- Concerts
- Rock concerts
- Conferences
Default (*)

Select design: Pink (*)

Select theme: Default (*)

Location: Search... default_jevents (*)

Owner: admin2 (*)

Start date: 2011-04-11 (*)

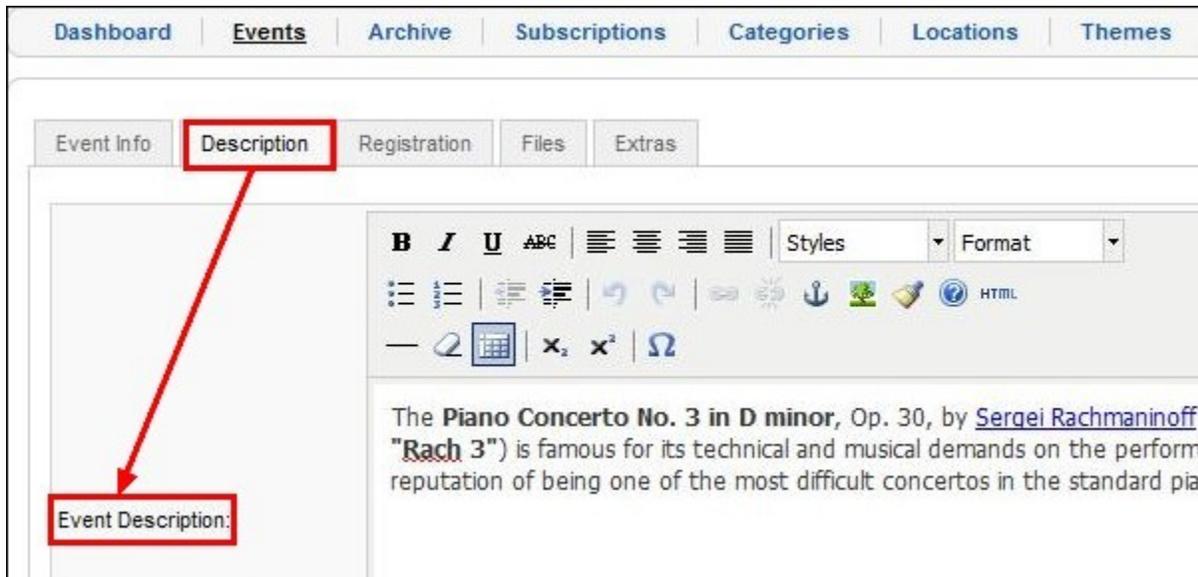
Start time: 20 : 00

End date: 2011-04-11 (*)

End time: 22 : 00

8.2.2 Add event description

The “**Description**” tab is a WYSIWYG html editor where you can add the description of the event. You can add photos, links and event description. The event description will be shown on the event page (front-end).



8.2.3 User registration

The **Registration** tab give you a set of advanced settings for the event you are organizing. Here you can set the event to *Private* or *Public*.

Setting the event as *Private*, will generate a unique link that you can send to the participants. There is no other way of accessing or seeing the private events in front-end.

Also, in the Options tab you can specify if you want to enable *subscription* to the event. Enabling the Registration option you'll get to manage the ticket types - see [step 8.2.3.1 Manage tickets](#).

The “*Show guests that registered*” option (when set to On) will display the list of registered users in the front-end. Additionally “*Automatically approve users*” can be enabled. This is particularly useful if you are using events that offer free tickets.

Furthermore, in the **Registration** tab, if you have enabled the *Components > Settings > Payments > Allow users to sell their own tickets through PayPal* you can also set up a **Paypal Email**. This email will be used for receiving the payments for event subscription. If the above setting is not enabled the payment will be made to the configured email address from within the RSEvents! PayPal plugin. Via **Paypal Return URL** one is able to control the redirect URL after the payment has been completed successfully - see [step 13.2.1.1 PayPal](#).

8.2.3.1 Manage tickets

With RSEvents!, you can set up a ticket(seats) scheme for your event.

In the Ticket Type Manager, you'll be able to add, edit and remove ticket types. An example of a ticket type scheme could be:

- Front Seat standing, 100 places available, 30 euro/ticket.
- Back Seat standing, 200 places available, 20 euro/ticket.
- Up standing, unlimited places available, 10 euro/ticket.

Upon subscribing to an event, the customer would be able to choose a ticket. If the tickets from a certain category would have been sold out, the item isn't displayed any more.

8.2.3.2 Add event coupons

In the Manage tickets area, clicking the **Coupons** button will open up the coupon configuration screen (as it can be seen below).

The screenshot shows a coupon configuration form with the following fields and options:

- Coupon name: Coupon (*)
- Coupon code: S5E809I2C6 (*) [Generate coupon](#)
- Starts from: 2011-04-12
- Ends on: 2011-04-20
- Max uses: 100
- Coupon type: Value Percentage
- Discount: 20 EUR (*)
- Apply coupon to: ticket total

Available coupon options:

- *Coupon name*: the name of the coupon (required field)
- *Coupon code*: the code can be manually added or random generated by RSEvents!
- *Starts from*: the date from which the coupon can be used
- *Ends on*: the coupon's expiration date
- *Max uses*: the maximum number of times a coupon can be used. If left empty or 0, a coupon can be used on indefinite number of times
- *Coupon type*: value / percentage
- *Discount*: the numeric value of the discount coupon
- *Apply coupon to*: ticket / total

Clicking on the *Generate coupon* link will generate a random sequence of chars.

8.2.3.3 Create custom registration forms with RSEvents! and RSForm!Pro

The **subscription form** has increased its flexibility by extending it with forms created via RSForm!Pro. Basically, you can replace the standard registration form with a form built in RSform!Pro.



Note:

- To be able to create custom registration forms for your event, you need to have installed RSForm!Pro, at least 1.2.0 rev. 24 and RSEvents!, at least 1.0.0 rev. 4, along with the ***RSForm!Pro - RSEvents plugin***.

Step 1: Download the RSForm!Pro - RSEvents! plugin:

To download the RSForm!Pro - RSEvents! plugin, you need first to access your www.rsjoomla.com account, then head to **“Customer Downloads” area >> RSForm!Pro membership >> Files >> Plugins >> RSEvents! plugin**.

Step 2: Installation:

Once you have downloaded the RSForm!Pro RSEvents plugin, you can install it using the default Joomla! installer.

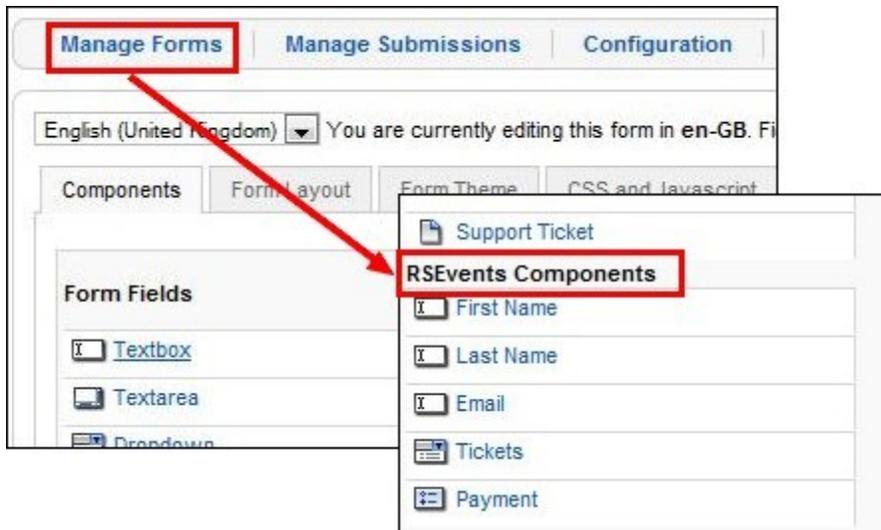


Note:

- make sure the RSForm!Pro - RSEvents! plugin is published in the “Plugin Manager” area.

Step 3: Adding the RSEvents form components

Head to **RSForm!Pro » Manage Forms** and edit the form where you want to use the RSForm!Pro - RSEvents plugin. You will notice on the left side of the screen, just under the common form components, the new RSEvents plugin form components.

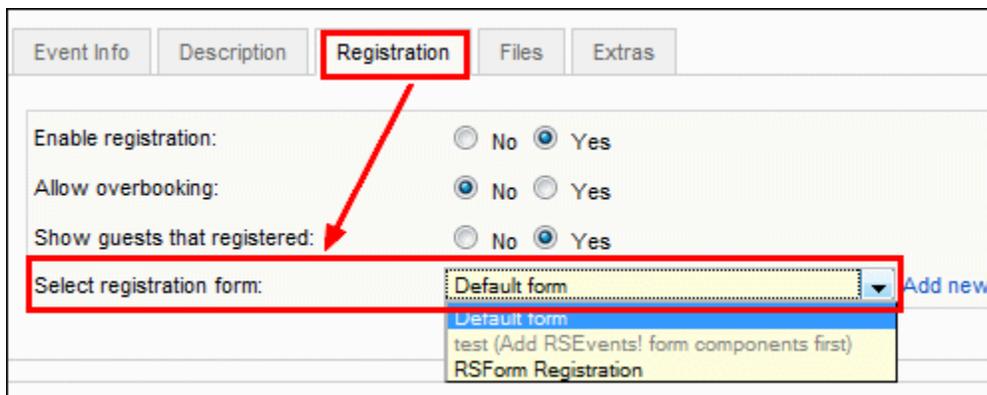


In order for the form to be compatible with RSEvents form registration you will have to add ALL of the RSEvents components.

Also you can customize your registration form with any type of components. If the event will not have tickets than you will not have to add the Tickets component and the Payment component. The *Coupon code field* is used for applying certain discounts on purchased subscription tickets - see [step 8.2.3.2 Add event coupons](#).

Step 4: Selecting the form in RSEvents

When creating a new event in the **Registration** section you will be able to select the *Default form* which is the standard RSEvents! form registration or to select your custom registration form.



In frontend:

In frontend, users will be subscribed to event after submitting the custom registration form.

Register to event

First Name (*)

Last Name (*)

Email (*)

Tickets (*)

Number of tickets (*)

Payment (*) Wire Transfer

Coupon

How did you heard about our event ?

Wire Transfer

Ticket name: Ticket 3

Ticket quantity: 2

Price: 7.00 EUR

Discount: 1.00 EUR

Total: 13.00 EUR

In backend:

The event subscribers will be listed in **RSEvents! >> "Subscriptions" tab** along with their details.

Also, here you can moderate the subscriber payment status: "Accepted, "Pending" or "Denied".

| Event Name | User Ip | Subscriber Name | Username | E-mail | Subscribed on | Details |
|-------------------------|-----------|-------------------|-------------------|----------------------|-----------------|---------|
| My event (2 x Ticket 3) | 127.0.0.1 | Steve Matt | steve.matt | steve_matt@ymail.com | 06 Jan 11 10:05 | |
| My event (4 x Ticket 3) | 127.0.0.1 | michelle michelle | michelle.michelle | michelle!@email.com | 06 Jan 11 09:48 | |

Other subscriber details can be accessed by clicking the **"Details"** icon: the number of tickets, ticket amount (when the user pays via PayPal), the coupon code used, as well as other custom fields included in the registration form.

Subscriber details

Number of tickets: 2

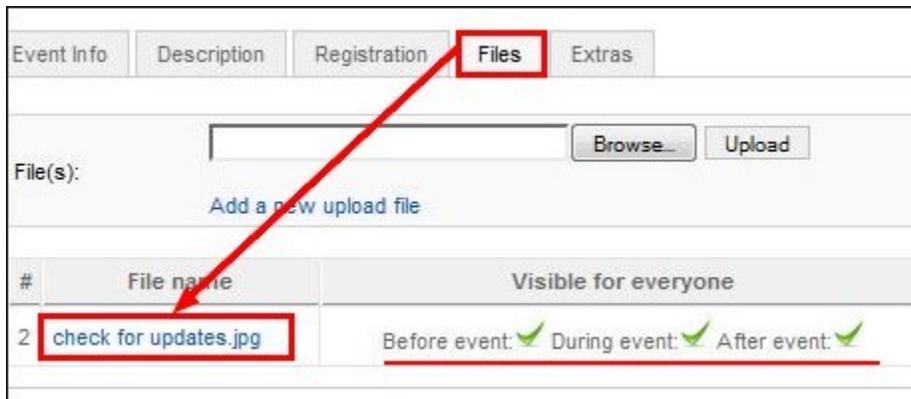
Coupon: COUPON-CODE

How did you heard about our event ?
Press
Register

8.2.4 Upload files

Through the **Files** tab, the event specific files can be accessed and set specific properties. The files can be configured individually to show up before, during and after the event and they can be available for everyone, or only for event subscribers.

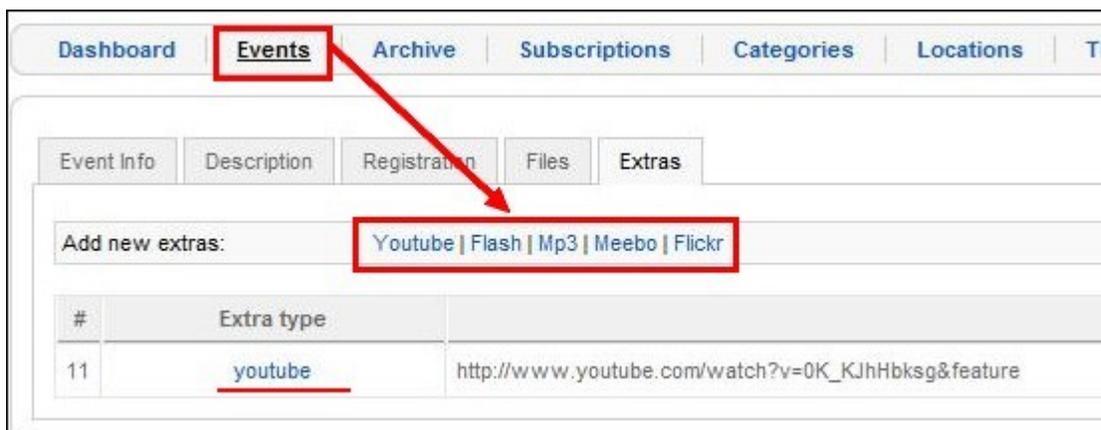
This type of organizing is really useful when you want your subscribers to have access to a ticket pdf for example, or to various documentations.



8.2.5 Add event extras

Flash widgets, youtube, mp3 (Imeem), meebo chatrooms, flickr are part of the RSEvents! extras.

- Flash - Allow users to post flash widgets on their event page
- Youtube - Allow users to add Youtube videos on their event page
- Mp3(Imeem) - Allow users to have a player with music from Imeem.com
- Meebo chatrooms - Allow users to create chat rooms on the event page
- Flickr - Allow users to add Flickr photo albums





Note:

- In order to use Flickr pictures you will need an [API key](#).

8.2.6 Payments

For the event subscribers, you can enable one of the four RSEvents! payment integration:

- Wire Transfer
- PayPal
- 2Checkout
- Authorize.NET

See [step 13.2.1 Payment Plugins](#)

8.2.7 Host menu

The **Host menu** can be displayed only as a module position. No additional installation is required, as this is automatically installed along with the component.

To set up the **RSEvents! Host module**, simply head to *Extensions > Install/Uninstall > mod_rsevents_hostmenu*. Here you can specify a Module Class Suffix, for CSS customization.

This menu is specific to **users that have permissions to add/edit events (including super administrators)**.

RSEvents! Host Menu

This includes:

- **Edit Event** - enables you to edit an existing event
- **Invite People** - enables you to send Invitation emails. The email addresses can be manually typed in or imported from Yahoo or Gmail address book.
- **Send message to guests** - allows you to send messages to your subscribers. You can also send different messages depending on the subscriber status (denied, pending, accepted).
- **Export guests** - enables you to export the list of your subscribers(with information about the purchased tickets) to a CSV file.
- **List subscribers** - displays a list of all subscribers of that particular event.
- **Duplicate Event** - enables you to copy the event.
- **Send Reminder** - send event reminder to guests.
- **Cancel Event** - erases the event.

- Edit Event
- Repeat event
- Invite People
- Send message to guests
- Export guests
- List subscribers
- Duplicate Event
- Send Post Reminder
- Send Reminder
- Cancel Event



Note:

- The content of the module will only be displayed when accessing the event details view.

8.2.8 Guest menu

The **Guest menu** can be displayed only as a module position. No additional installation is required, as this is automatically installed along with the component.

To set up the **RSEvents! Host module**, simply head to **Extensions > Install/Uninstall > mod_rsevents_guestmenu** . Here you can specify a Module Class Suffix, for CSS customization.

- **Subscribe** - allows a visitor to register to a event. If the visitor does not have an account, an automatic one will be made, based on the typed in email address.
- **Invite People** - enables the guest to send out invitation emails. The contact emails can be typed in manually, each on a new line or automatically imported from a Yahoo or Gmail account.
- **Add to Outlook Calendar** - generated a VCS file that enables you to add the event to your Outlook calendar.
- **Print Event** - upon pressing this menu item a preview pop-up is generated that will allow you to continue or cancel the printing of an event.

RSEvents! Guest Menu

- [Subscribe](#)
- [Invite People](#)
- [Add to Outlook Calendar](#)
- [Print Event](#)



Note:

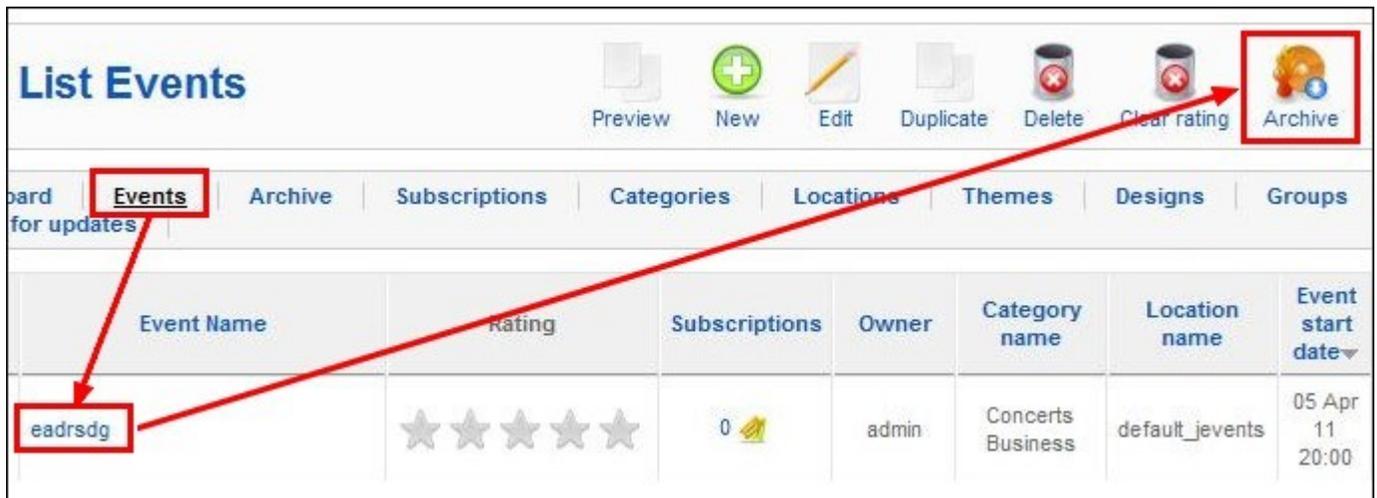
- The content of the module will only be displayed when accessing the event details view.

Step 9: Archive/unarchive events

9.1 Archive events

Path: **Joomla! backend panel >> Components >> RSEvents! >> “Events” tab >> Archive**
Old events can be archived using the “Archive” icon from the right side of the “Events” tab, as shown below.

In frontend, you can use the “Archived events” menu item to list archived events - see [step 14.3.2 List archived events](#).



The screenshot shows the Joomla! RSEvents! "List Events" interface. At the top, there are several action icons: Preview, New, Edit, Duplicate, Delete, Clear rating, and Archive. The Archive icon, which is a blue folder with a lock, is highlighted with a red box. A red arrow points from this icon to the "Archive" tab in the navigation menu below. Another red arrow points from the "Events" tab in the navigation menu to the "Event Name" column header in the table below. The table has columns for Event Name, Rating, Subscriptions, Owner, Category name, Location name, and Event start date. The first row shows an event named "eadrsdg" with a rating of 5 stars, 0 subscriptions, owner "admin", category "Concerts Business", location "default_events", and start date "05 Apr 11 20:00".

| Event Name | Rating | Subscriptions | Owner | Category name | Location name | Event start date |
|------------|-----------|---------------|-------|-------------------|----------------|------------------|
| eadrsdg | ★ ★ ★ ★ ★ | 0 | admin | Concerts Business | default_events | 05 Apr 11 20:00 |

9.2 Unarchive events

Path: **Joomla! backend panel >> Components >> RSEvents! >> “Archive” tab >> Unarchive**
Old events can be unarchived by clicking the “Unarchive” icon from the right side of the “Archive” tab, as shown below.



The screenshot shows the Joomla! RSEvents! "Archive" interface. At the top right, there is an "Unarchive" icon, which is a blue folder with a lock and a green plus sign, highlighted with a red box. A red arrow points from this icon to the "Archive" tab in the navigation menu below. Another red arrow points from the "Archive" tab in the navigation menu to the "Event Name" column header in the table below. The table has columns for Event Name, Subscriptions, Owner, Category name, and Location name. The first row shows an event named "London Z Day 2011 Main Event" with no subscriptions, owner "steve.matt", category "Conferences", and location "The British Library".

| Event Name | Subscriptions | Owner | Category name | Location name |
|------------------------------|---------------|------------|---------------|---------------------|
| London Z Day 2011 Main Event | --- | steve.matt | Conferences | The British Library |

Step 10: Manage event subscriptions

Path: **Joomla! backend panel** >> **Components** >> **RSEvents!** >> **“Events” tab** >> **Subscriptions**

10.1 In frontend

Subscribers are potential users that could join a certain event. Users can subscribe to events by accessing the Guest Menu (see [step 8.2.7 Host menu](#) and [step 8.2.8 Guest menu](#)) from the front-end, if the event registration is enabled (see [step 8.2.3 User registration](#)).

The image shows a screenshot of the Joomla! frontend. On the left, there is a box titled "RSEvents! Guest Menu" containing a list of menu items: "Subscribe", "Invite People", "Add photos", "Add to Outlook", "Calendar", and "Print Event". The "Subscribe" item is highlighted with a red box. A red arrow points from this box to the "Registration" form on the right. The "Registration" form is also titled "Registration" and contains the following fields: "First Name:" with the value "Julia", "Last Name:" with the value "Julia", "E-mail:" with the value "julia@ymail.com", "Ticket:" with a dropdown menu showing "ticket (10.00 EUR)", "Number of tickets:" with a dropdown menu showing "4", "Ticket Description:" (empty), and "Payment method:" with radio buttons for "Wire Transfer" (selected), "Paypal", "2Checkout", and "Credit Card". Below the payment method are "Register" and "Cancel" buttons. A red box highlights the "Wire Transfer" radio button, and a red arrow points from the "Subscribe" menu item to this box.

If the site administrator creates a menu item with the RSEvents! List User Subscriptions (see [step 14.5 List user subscriptions](#)), the user can view in its account the payment status (if the payment is pending, accepted or denied).

| Event Name | Status | Subscription Date | Payment status |
|-------------------------------------|----------|-------------------|----------------|
| Piano Concerto No. 3 (Rachmaninoff) | Accepted | 07 Apr 11 13:52 | |

10.2 In backend

Depending on the group permission, the subscriber status can be moderated by the site administrator, being able to set in the “Subscriptions” tab it's state (*accepted, pending, denied*), and add/delete and view subscribers details (*payment, price, discount, number of tickets, the coupon code used during the transaction and other submitted details*).

If a customer is not a site registered user, an account will be created automatically and a validation e-mail will be sent to him after he/she subscribes. Subscribers can have access to a set of files specific to the event if it is allowed by the administrator. In this way your subscribers will have access to a ticket pdf for example, or to various documentations.

You can set subscribers links to point to their profile if you have a community extension installed (CB, JomSocial, Joomunity) - see [step 13.2.2 3rd party plugins](#).



Note:

- Users can subscribe only if the event user registration is enabled - see [step 8.2.3 User registration](#)
- If the **Components >> Settings >> Events >> Enable Registration of Guests** is enabled no user will be created, but the customer will be considered subscribed, based on the required email address in the subscription process.

| Subscriptions | | | | | | | | | |
|--|-------------------|------------|----------------------|-----------------|---------|----------|---------|--------|--------|
| Categories Locations Themes Designs Groups Import Settings | | | | | | | | | |
| Select Ticket: <input type="text"/> All events: <input type="text"/> London Z Day 2011 Main Event: <input type="text"/> - Select State: <input type="text"/> | | | | | | | | | |
| Ip | Subscriber Name | Username | E-mail | Subscribed on | Details | Accepted | Pending | Denied | Delete |
| 0.1 | julia julia | Guest | julia@email.com | 16 Feb 11 15:09 | | | | | |
| 0.1 | julia julia | Guest | julia@email.com | 16 Feb 11 14:54 | | | | | |
| 0.1 | subscriber sdgdfg | subscriber | subscriber@email.com | 14 Feb 11 13:15 | | | | | |

Archive Subscriptions Categories Designs Groups Import

Payment summary

Payment method : Wire
 Payment price : 2 x 25 EUR
 Payment discount : 10 EUR
 Total : 40 EUR

Subscriber details

Number of tickets : 2
 Coupon : COUPONCODE
 How did you heard about our event ? : Friends
 custom : Register

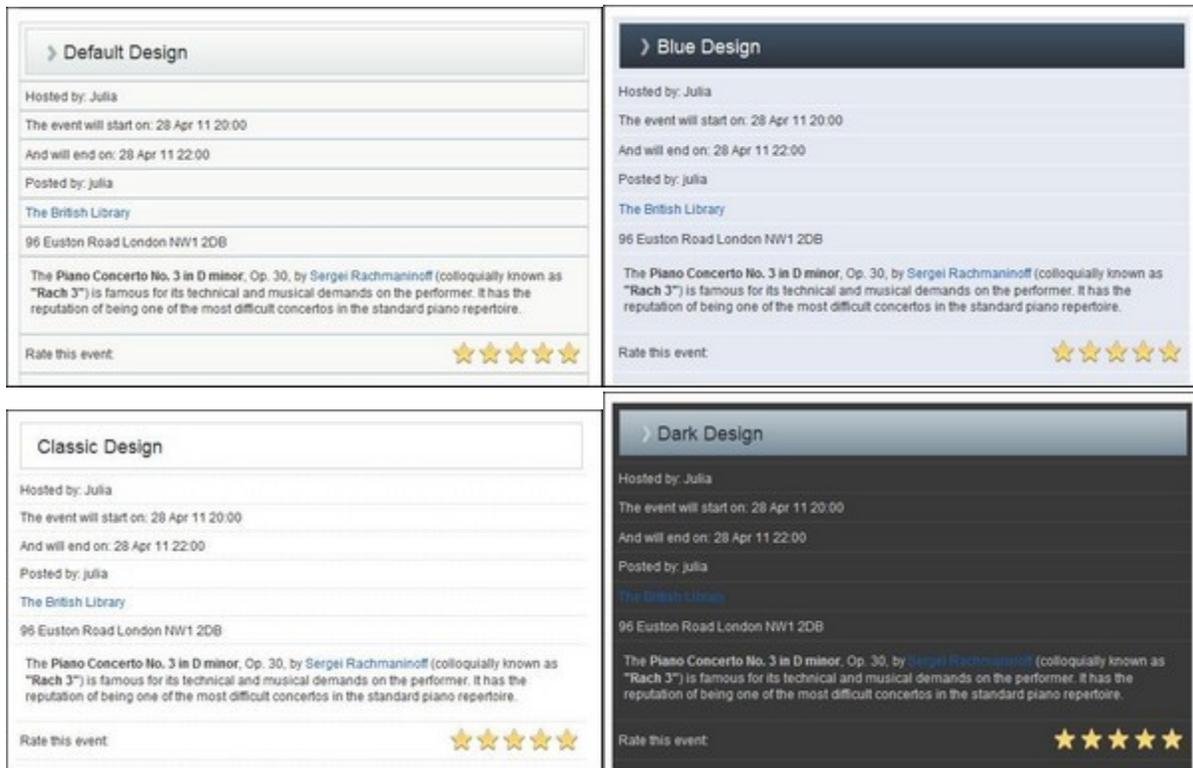
Step 11: RSEvents! Designs

11.1 Event designs

Path: **Joomla! backend panel >> Components >> RSEvents! >> Designs**

RSEvents! has a set of **thematic designs** that you can apply as templates to your event pages: blue, classic, dark, default, green and pink.

In the “Designs” tab, you’ll only need to set the default design for all events and if Starting with revision 23, RSEvents! has a new set of designs which can be configured in the “Designs” tab.



> Green Design

Hosted by: Julia

The event will start on: 28 Apr 11 20:00

And will end on: 28 Apr 11 22:00

Posted by: julia

The British Library

95 Euston Road London NW1 2DB

The Piano Concerto No. 3 in D minor, Op. 30, by Sergei Rachmaninoff (colloquially known as "Rach 3") is famous for its technical and musical demands on the performer. It has the reputation of being one of the most difficult concertos in the standard piano repertoire.

Rate this event: ★★★★★

> Pink Design

Hosted by: Julia

The event will start on: 28 Apr 11 20:00

And will end on: 28 Apr 11 22:00

Posted by: julia

The British Library

95 Euston Road London NW1 2DB

The Piano Concerto No. 3 in D minor, Op. 30, by Sergei Rachmaninoff (colloquially known as "Rach 3") is famous for its technical and musical demands on the performer. It has the reputation of being one of the most difficult concertos in the standard piano repertoire.

Rate this event: ★★★★★

11.2 Calendar designs

The RSEvents! Calendar allows you to show events in frontend within a menu item or a calendar module, based on the day, month and category.

Whether you'll choose the menu item or the module, you can choose from a set of 5 designs, a special look for the calendar : default, blue, dark, green and pink.

| April 2011 - Select Category - Go | | | | | | | |
|-----------------------------------|-------------------|---------|-----------|--------------------|--------|----------|--------|
| Week | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday | Sunday |
| 13 | 28 | 29 | 30 | 31 | 1 | 2 | 3 |
| 14 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| 15 | 11 Joomla! Day | 12 | 13 | 14 | 15 | 16 | 17 |
| 16 | 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 17 | 25 | 26 | 27 | 28 Green Design | 29 | 30 | 1 |

| April 2011 - Select Category - Go | | | | | | | |
|-----------------------------------|-------------------|---------|-----------|--------------------|--------|----------|--------|
| Week | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday | Sunday |
| 13 | 28 | 29 | 30 | 31 | 1 | 2 | 3 |
| 14 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| 15 | 11 Joomla! Day | 12 | 13 | 14 | 15 | 16 | 17 |
| 16 | 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 17 | 25 | 26 | 27 | 28 Green Design | 29 | 30 | 1 |

| April 2011 - Select Category - Go | | | | | | | |
|-----------------------------------|--------|---------|-----------|----------|--------|----------|--------|
| Week | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday | Sunday |
| 13 | 28 | 29 | 30 | 31 | 1 | 2 | 3 |
| 14 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| 15 | 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 16 | 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 17 | 25 | 26 | 27 | 28 | 29 | 30 | 1 |

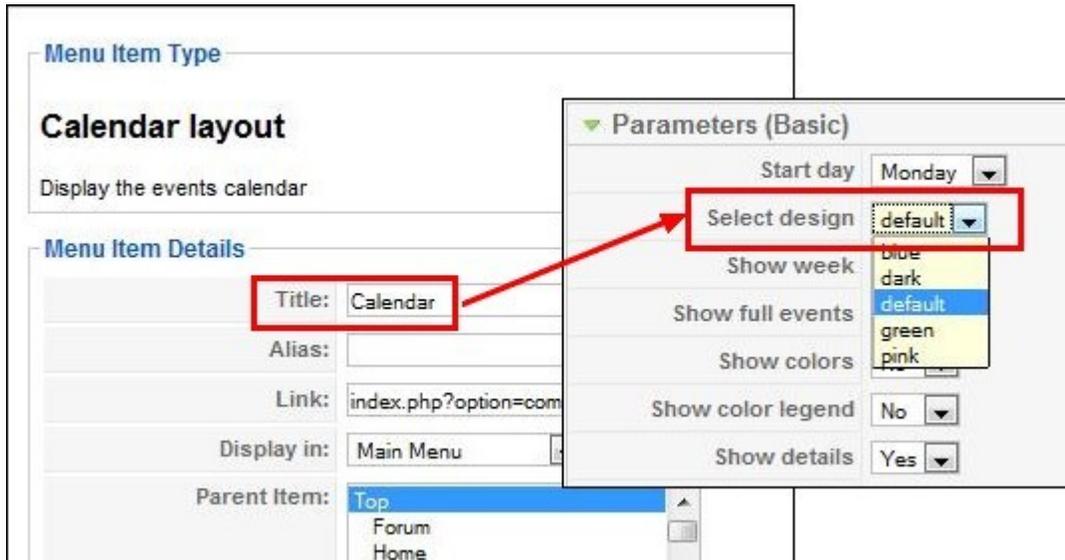
| April 2011 - Select Category - Go | | | | | | | |
|-----------------------------------|--------|---------|-----------|----------|--------|----------|--------|
| Week | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday | Sunday |
| 13 | 28 | 29 | 30 | 31 | 1 | 2 | 3 |
| 14 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| 15 | 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 16 | 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 17 | 25 | 26 | 27 | 28 | 29 | 30 | 1 |

| April 2011 - Select Category - Go | | | | | | | |
|-----------------------------------|--------|---------|-----------|----------|--------|----------|--------|
| Week | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday | Sunday |
| 13 | 28 | 29 | 30 | 31 | 1 | 2 | 3 |
| 14 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| 15 | 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 16 | 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 17 | 25 | 26 | 27 | 28 | 29 | 30 | 1 |

11.2.1 The calendar menu item

There are lots of configurable parameters when listing events through the Calendar menu item: week, colors, filters, archived or full events, categories, locations and last but not least, designs.

If you want to create a calendar menu item, in the backend control panel head to **Menus >> Menu Manager >> New >> RSEvents! >> Calendar Layout** - see [step 14.1 List events calendar in frontend](#).



Note:

- For each event calendar, RSEvents! displays tooltips with information about the event start/end date and location. The number of shown tooltips on a day is limited in the calendar to 3 events. For the remaining events, the tooltips are generated when clicking on the calendar day.

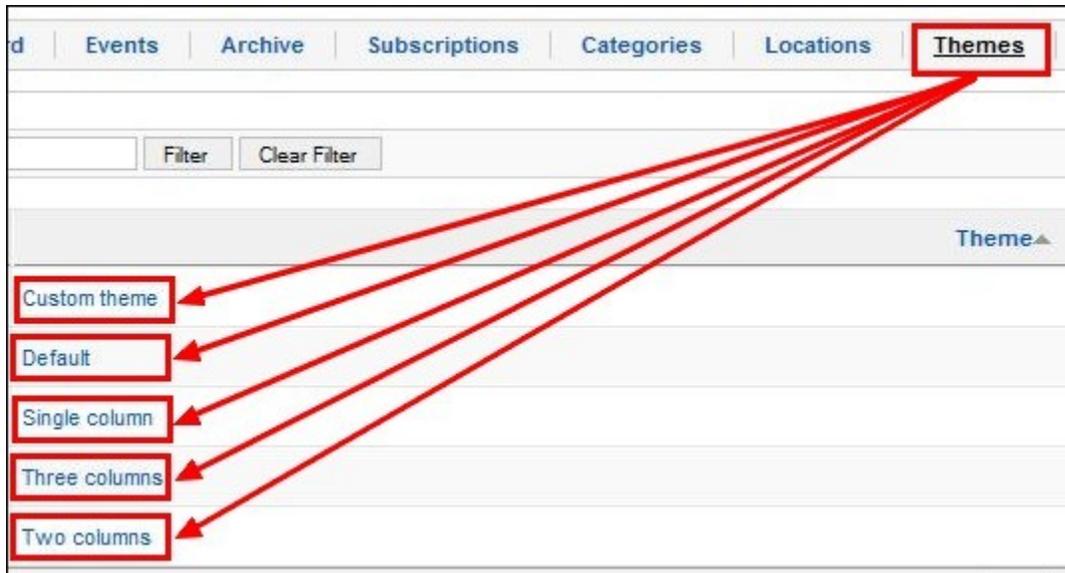
11.2.2 Calendar module

The Calendar module enables you to display a calendar inside a **module position**. In the Module parameters area, you can set the calendar start date and the design: dark, blue, default, green and pink.

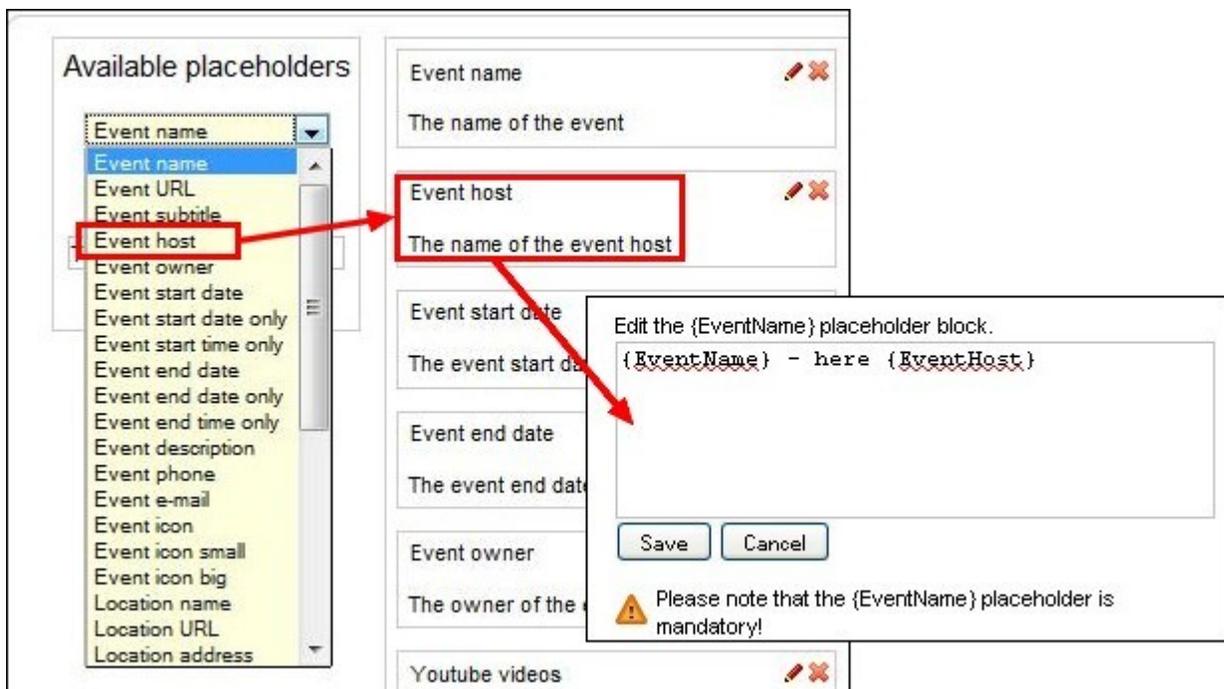
For download, installation and configuration, see [step 13.1.2 Calendar Module](#).

Step 12: RSEvents! themes

Path: *Joomla! backend panel >> Components >> RSEvents! >> Themes*



You can create new themes by clicking on the **New** button located on the top right corner. Editing, or creating a new theme will open up the following configuration screen:



In each theme, you can add several placeholders, that will display the actually RSEvents! information. Clicking the *Add placeholder* button will add the selected placeholder in the theme design board area. Elements that have been added can be moved around with simple **drag and drop** actions.

The following placeholders are available:

| | | |
|-------------------------|-------------------------|---------------------|
| • Event name | • Event URL | • Event subtitle |
| • Event host | • Event owner | • Event start date |
| • Event start date only | • Event start time only | • Event end date |
| • Event end date only | • Event end time only | • Event description |
| • Event phone | • Event e-mail | • Event icon |
| • Event icon small | • Event icon big | • Location name |
| • Location URL | • Location address | • Location city |
| • Location state | • Location description | • Tickets available |
| • Event sharing | • Event files | • Youtube videos |
| • Event music | • Event flash codes | • Event chat |
| • Google map | • Event photos | • Event rating |
| • Event guests | • Event comments | |

Clicking on the edit icon (✎) will allow you to set up the placeholder block details. Here, you will be able to add **other placeholders, simple text, HTML and CSS**.

Edit the {EventName} placeholder block.

{EventName} - here {EventHost}

 Please note that the {EventName} placeholder is mandatory!

Step 13: RSEvents! add-ons

13.1 RSEvents! Modules

Download:

To download the RSEvents! modules, you need to access your www.rsjoomla.com account and head to **“View my downloads” area >> RSEvents! membership >> Downloads >> RSEvents! Files >> Modules.**

| | |
|--|--|
|  Ajax Search Module | |
|  Displays a search module that will allow your visitors to find events using AJAX. | |
| ----- | |
|  Calendar Module | |
|  The Calendar Module allows you to display a mini calendar with your events. | |
| ----- | |
|  Category Events Module | |
|  Displays a list of events in a specific category. | |
| ----- | |
|  Search Events Module | |
|  Displays a search module that will allow your visitors to find events using a set of p start & end date, keyword). | |
| ----- | |
|  RSEvents! Slider Module | |
|  | |
| ----- | |
|  Upcoming Events Module | |
|  Displays a list of upcoming events. | |

13.1.1 Ajax Search Module

Displays in frontend a search module that will allow your visitors to find events using AJAX.

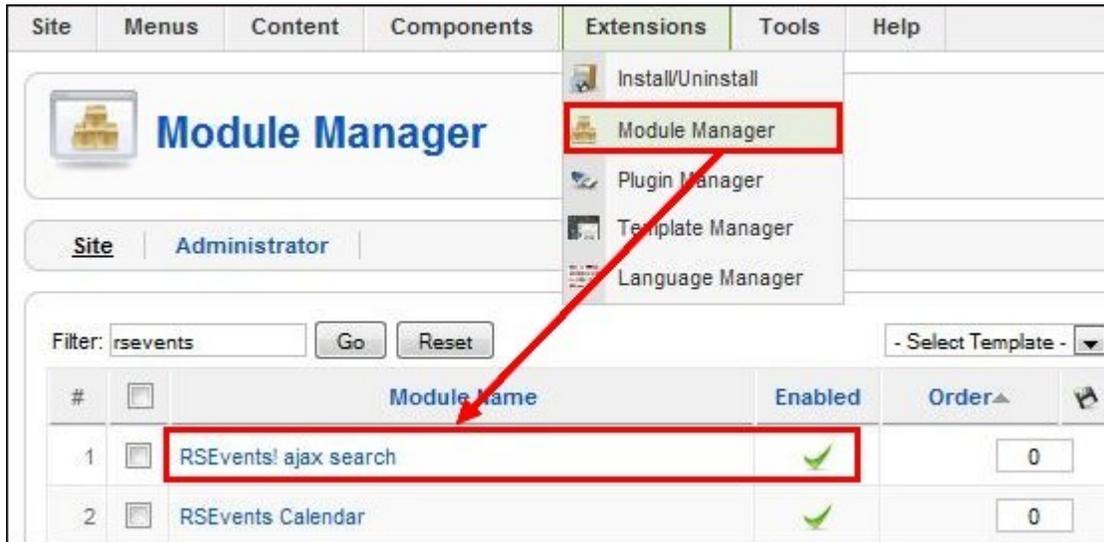


Installation:

In the backend panel, head to **Extensions >> Install/Uninstall**, browse the package and upload the **mod_rsevents_ajax_search.zip** file by clicking the **“Upload File & Install”** button.

Publish the module:

Head to the **“Module Manager”** area and enable the **RSEvents! Ajax Search module**.

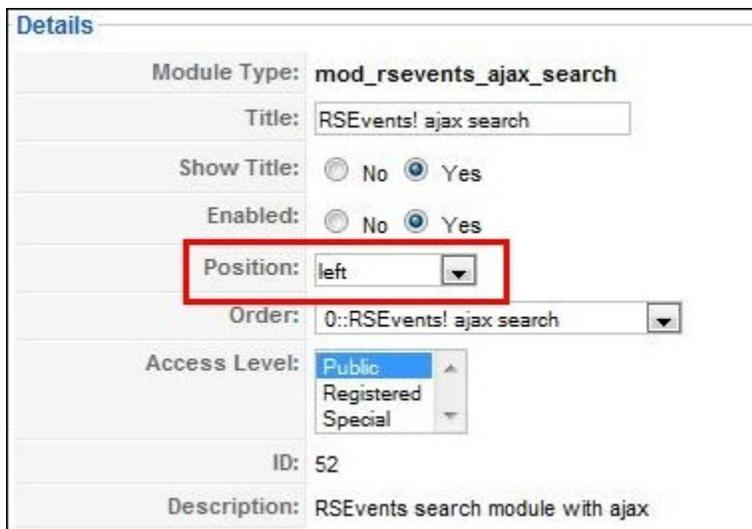


The screenshot shows the Joomla! Module Manager interface. The 'Extensions' menu is open, and 'Module Manager' is highlighted. Below, the 'Module Manager' page is displayed with a filter set to 'rsevents'. A table lists installed modules:

| # | Module Name | Enabled | Order |
|---|-----------------------|-------------------------------------|-------|
| 1 | RSEvents! ajax search | <input checked="" type="checkbox"/> | 0 |
| 2 | RSEvents Calendar | <input checked="" type="checkbox"/> | 0 |

Configuration:

While you are in the **“Module Manager”** area, edit the Ajax Module and choose its position in frontend.



The screenshot shows the configuration details for the 'RSEvents! ajax search' module. The 'Position' dropdown menu is highlighted and set to 'left'.

| | |
|---------------|---|
| Module Type: | mod_rsevents_ajax_search |
| Title: | RSEvents! ajax search |
| Show Title: | <input type="radio"/> No <input checked="" type="radio"/> Yes |
| Enabled: | <input type="radio"/> No <input checked="" type="radio"/> Yes |
| Position: | left |
| Order: | 0::RSEvents! ajax search |
| Access Level: | Public |
| ID: | 52 |
| Description: | RSEvents search module with ajax |

13.1.2 Calendar Module

The Calendar module enables you to display a calendar inside a **module position**.

Installation:

In the backend panel, head to **Extensions >> Install/Uninstall**, browse the package and upload the **mod_rsevents_calendar.zip** file by clicking the **“Upload File & Install”** button.

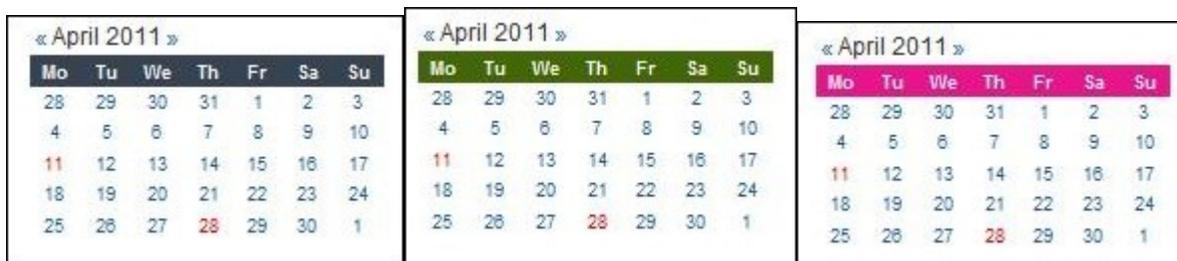
Publish the module:

Head to the **“Module Manager”** area and enable the **RSEvents! Ajax Search module**.

Configuration:

This module offers the possibility to configure the start date from within the module configuration (**Extensions >> Module Manager >> RSEvents Calendar**).

Upon clicking on dates it will display the events from that particular date. In the Module parameters area, you can set the calendar design: dark, blue, default, green and pink.



13.1.3 Category Events Module

The Category Events module enables you to display the events from within a category of events.

Installation:

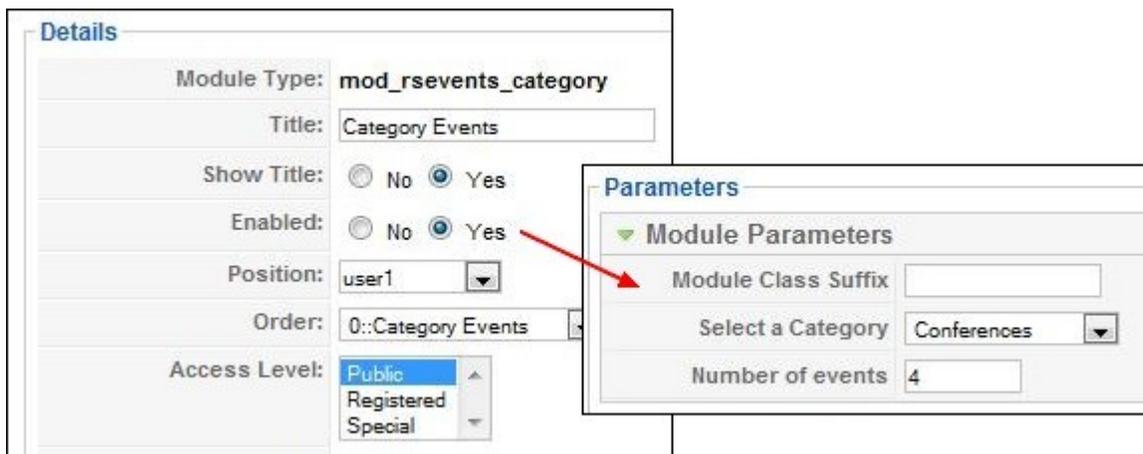
In the backend panel, head to **Extensions >> Install/Uninstall**, browse the package and upload the **mod_rsevents_category.zip** file by clicking the **“Upload File & Install”** button.

Publish the module:

Head to the **“Module Manager”** area and enable the **“Category Events”** module.

Configuration:

As module specific parameters you can configure the category and number of events you wish to display inside the module.



Module Parameters:

- *Module Class Suffix*: Enables you to differentiate between the CSS style of the modules, by assigning a class suffix.
- *Select Category*: drop-down with selectable category.
- *Number of events*: The actual number in the generated list.

Category Module in frontend:



13.1.4 Search Events Module

This module allows you to search through the events hosted on your site. This is particularly useful when you have a large amount of events created.

Installation:

In the backend panel, head to **Extensions >> Install/Uninstall**, browse the package and upload the **mod_rsevents_search.zip** file by clicking the **“Upload File & Install”** button.

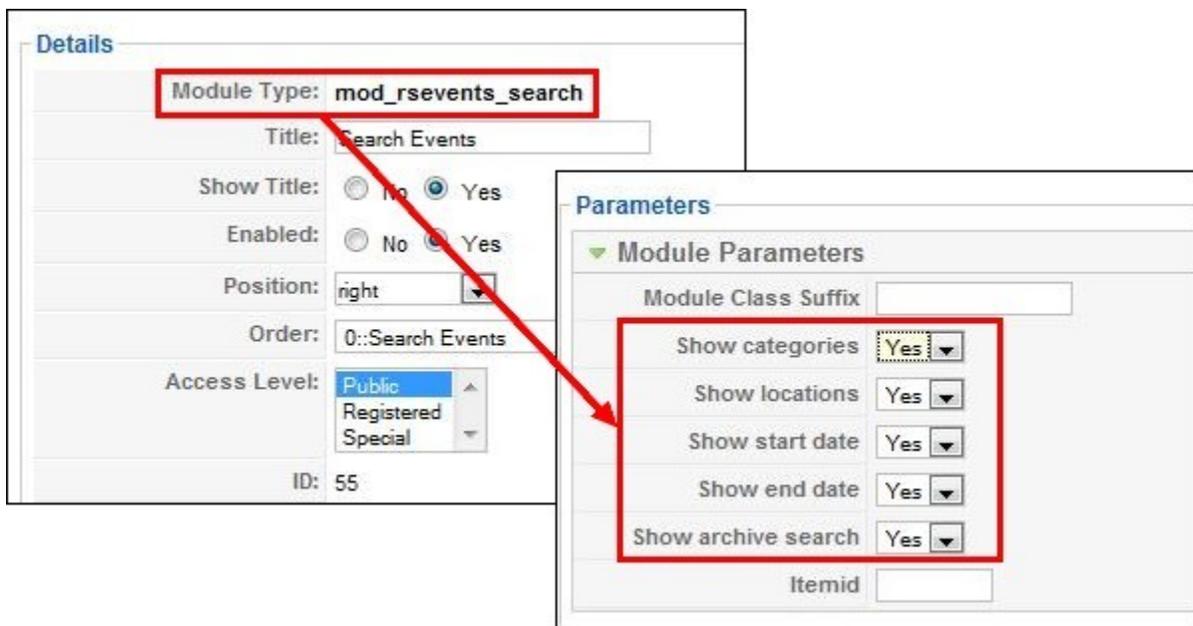
Publish the module:

Head to the **“Module Manager”** area and enable the **“Category Events”** module.

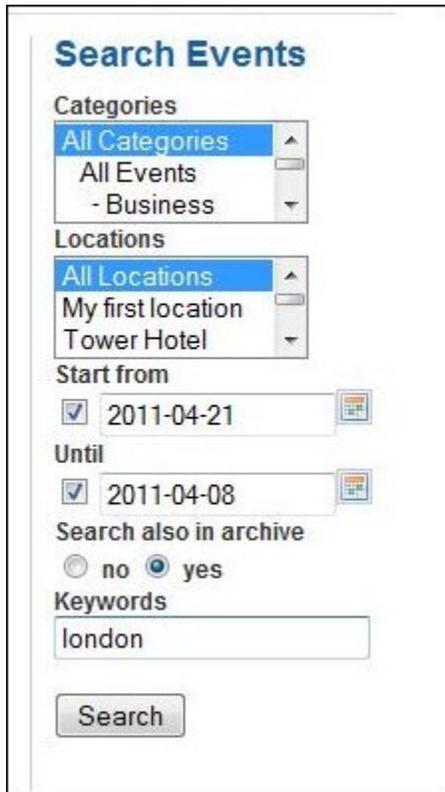
Configuration:

Along with the standard Joomla module parameters the *Event search module* has the following **configurable options**:

- *Module Class Suffix* - allows you to add a class suffix option so you can better control the appearance of your module;
- *Show categories* - displays a category filter in the frontend representation;
- *Show locations* - displays a location filter in the frontend representation;
- *Show start date* - displays a calendar interface for selecting the start date;
- *Show end date* - displays a calendar interface for selecting the end date;
- *Itemid* - static item id so you facilitate the menu selection;



Search Events Module in frontend:



The screenshot shows a search interface titled "Search Events". It includes several sections: "Categories" with a dropdown menu showing "All Categories", "All Events", and "- Business"; "Locations" with a dropdown menu showing "All Locations", "My first location", and "Tower Hotel"; "Start from" with a checked checkbox and a date field containing "2011-04-21"; "Until" with a checked checkbox and a date field containing "2011-04-08"; "Search also in archive" with radio buttons for "no" and "yes" (selected); "Keywords" with a text input field containing "london"; and a "Search" button at the bottom.

13.1.5 RSEvents! Slider Module

The **RSEvents! Slider Module** allows you to present **current** and **upcoming** events as a slide show.

Installation:

In the backend panel, head to **Extensions >> Install/Uninstall**, browse the package and upload the **mod_rsevents_slider.zip** file by clicking the **"Upload File & Install"** button.

Publish the module:

Head to the **"Module Manager"** area and enable the **"RSEvents! Slider" module**.

Configuration:

The module has two modes: **simple** and **advanced**. The only difference is how the events slide show in frontend:



It is to be noted that the event image that is displayed in the slider, is grabbed from the configured **Event Icon** option (**Components >> RSEvents! >> Events >> edit a event >> Event Info**).

Accessing the **Extensions >> Module Manger >> RSEvents! Slider** will reveal the following configuration options:

Parameters

▼ **Module Parameters**

Module Class Suffix

Categories

- All Events
- Conferences
- Concerts
- Business
- Rock concerts
- Piano concerts
- General
- Default
- Facebook events

Locations

- My first location
- Tower Hotel
- The British Library
- The Cumberland Hotel
- default_jcal
- default_jevents
- Facebook event location
- Brisbane, Australia
- New location

Today Events Events active today + Upcoming ▼

Slider Theme Purple theme ▼

Slider Type Advanced ▼

Number of events 4

- *Module Class Suffix* : you can specify a class for this module
- *Categories*: what event categories should be included in the events slide show
- *Locations*: what locations should be included in the events slide show
- *Today Events*: Events active today + Upcoming / Events active today / Only upcoming
- *Slider Theme*: Red / Blue / Purple / Green
- *Slider Type*: Simple / Advanced
- *Number of events*: the number of events that will be included in the slide show
- *Content layout*: specify what information should be displayed. Available placeholders: **{EventLocationName}**, **{EventStartDate}**, **{EventEndDate}**, **{EventDescription}**
- *Autoplay*: yes / no - if not enabled the slide show will be static (user will have to press the "next" button to change events)
- *Transition duration*: how many seconds between event slide show (if the Autoplay option is enabled)
- *Text above the slide show*: HTML area that will be displayed just above the slide show
- *Text below the slide show*: HTML area that will be displayed just above the slide show
- *Itemid*: specify a fixed Item id for SEF handling



Note:

- The **{EventDescription}** placeholder functions only if the **Slider Type** option is set to *Advanced*.

13.1.6 Upcoming Events Module

This module allows you to display the upcoming events.

Installation:

In the backend panel, head to **Extensions >> Install/Uninstall**, browse the package and upload the **mod_rsevents_upcoming.zip** file by clicking the **“Upload File & Install”** button.

Publish the module:

Head to the **“Module Manager”** area and enable the **“Upcoming Events” module**.

Configuration:

As parameters you can configure: start date, end date, categories and locations from which you wish to display the events.

The screenshot shows the Joomla! Module Parameters interface. Under 'Module Parameters', the 'Categories' dropdown is set to 'Piano concerts' and the 'Locations' dropdown is set to 'The British Library'. A red arrow points from the 'Piano concerts' category to a preview box titled 'Upcoming Events' which displays two event items: 'Piano Concerto No. 3 (Rachmaninoff) - The British Library' and 'London Z Day - The British Library'.

Module parameters:

- *Module Class Suffix*: Enables you to differentiate between the CSS style of the modules, by assigning a class suffix.
- *Categories*: The category of the events that are included in the list. You can choose multiple categories by pressing the **ctrl** button.
- *Locations*: The locations that will be included in the upcoming events list.
- *Today*: Yes/No. This option allows you to display the events from a certain day.
- *Show repeating events*: A event can repeat itself on certain dates - you can show them or not.
- *Order*: The order of displayed events: ascending or descending by date.
- *Layout type*: bullets - using
- or custom - using
- tags *Upcoming layout*: The actual layout of the event. Here, one can use **standard HTML** and **CSS**. Available placeholders: **{EventName}**, **{EventIcon}**, **{EventStartDate}**, **{EventEndDate}**, **{EventLocation}**, **{EventCategory}**.
- *Number of events*: The actual list length of the upcoming events.
- *Itemid*: The module can use a fixed item, thus it will not be displayed on pages that do not contain a itemid parameter (generaly are not menu items).

13.2 RSEvents! Plugins

13.2.1 Payment Plugins



Download:

To download the RSEvents!Payment plugins (PayPal, 2Checkout and Authorize.NET), you need to access your www.rsjoomla.com account, then head to “**View my downloads**” area >> **RSEvents! membership >> RSEvents! Payment Plugins.**

13.2.1.1 PayPal

This plugin offers the possibility for subscribers to pay for the selected tickets via PayPal. The integration uses the **standard PayPal website payment method**, the customer will be redirected to the Paypal page when the form is submitted where he will need to log in to his PayPal account and manually approve the transaction.

Installation:

In the backend panel, head to **Extensions >> Install/Uninstall**, browse the package and upload the **plg_rseventspaypal.zip** file by clicking the “**Upload File & Install**” button.

Publish the plugin:

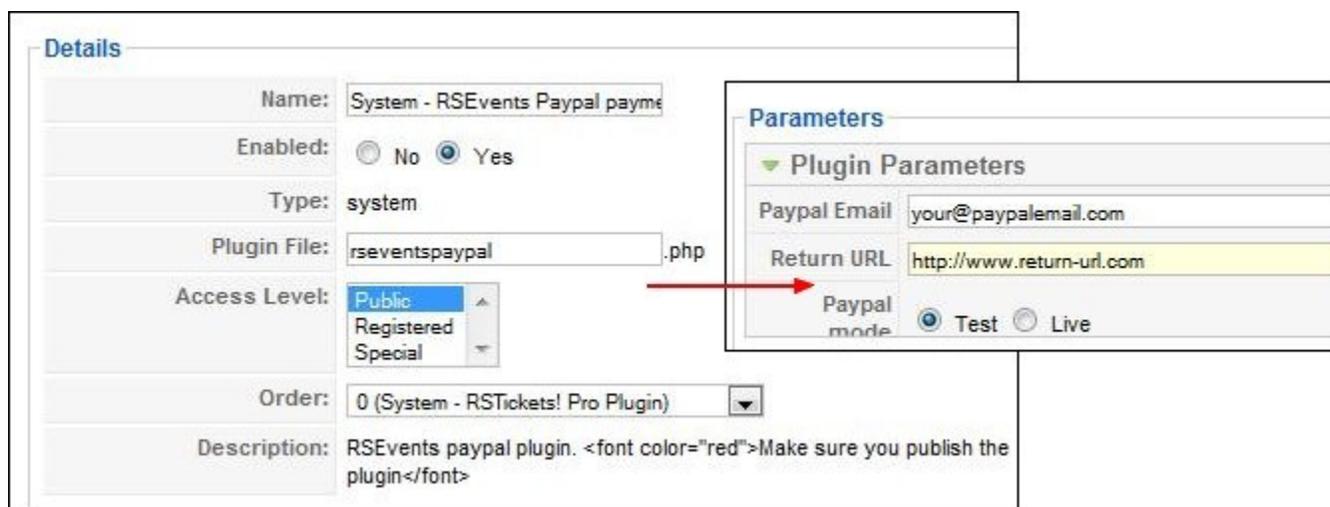
Head to the “**Plugin Manager**” area and enable the “**System - RSEvents Paypal payment**” **plugin.**

Configuration:

The PayPal email address can be configured, directly through the Joomla Plugin Manager: **Extensions >> Plugin Manager >> System - RSEventsPayPal.**

The plugin offers to possibility of toggling between the modes of the plugin: Test and Live. If a payment is made through the PayPal System plugin the subscriber is automatically accepted.

The transaction details can also be viewed from the RSEvents! back-end by accessing the **Components >> RSEvents! >> “Subscribers” tab** - see [Step 10: Manage event subscriptions](#).



The screenshot displays the Joomla! Plugin Manager interface. On the left, the 'Details' section for the 'System - RSEvents Paypal payment' plugin is visible. It includes fields for Name, Enabled (radio buttons for No and Yes), Type (system), Plugin File (rseventspaypal.php), Access Level (Public, Registered, Special), Order (0), and Description. On the right, the 'Parameters' section is expanded to show 'Plugin Parameters'. These include Paypal Email (your@paypalemail.com), Return URL (http://www.return-url.com), and Paypal mode (radio buttons for Test and Live). A red arrow points from the 'Return URL' field in the Parameters section to the 'Access Level' dropdown in the Details section.

13.2.1.2 2Checkout

The 2CO plugin extends even further the payment flexibility, offering the possibility to choose between the payment processors.

Installation:

In the backend panel, head to **Extensions >> Install/Uninstall**, browse the package and upload the **rse-2co.zip** file, by clicking the **“Upload File & Install”** button.

Publish the plugin:

Head to the **“Plugin Manager”** area and enable the **“System - RSEvents! 2Checkout payment” plugin**.

Configuration:

The following Plugin Parameters can be configured in the **“Plugin Manager”** area:

- 2Checkout Id
- Secret Word
- Routine: Single Page Payment/Routine Multi-page Payment Routine
- Mode: Test (sandbox)/ Live

| | |
|---------------|--|
| Name: | System - RSEvents! 2Checkout p |
| Enabled: | <input type="radio"/> No <input checked="" type="radio"/> Yes |
| Type: | system |
| Plugin File: | rsevents2co .php |
| Access Level: | Public Registered Special |
| Order: | 0 (System - RSTickets! Pro Plugin) |
| Description: | RSEvents! 2Checkout plugin. Make sure you publish the plugin first! |

| | |
|----------------------------|---|
| Parameters | |
| ▼ Plugin Parameters | |
| 2Checkout Id | 123456 |
| Secret Word | •••••••• |
| Routine | <input type="radio"/> Single Page Payment Routine <input checked="" type="radio"/> Multi-page Payment Routine |
| Mode | <input checked="" type="radio"/> Test (sandbox) <input type="radio"/> Live |

The transaction details can also be viewed from the **RSEvents!** back-end by accessing the **Components >> RSEvents! >> "Subscribers" tab** - see [Step 10: Manage event subscriptions](#).

Besides the RSEvents! 2Checkout settings, you will also need to specify a instant notification URL for your 2CO vendor account. More details are available [here](#).

Just head to your **2Checkout Account tab >> Notifications**, and specify the following URL, in the Global Settings area:

http://www.your_site_here.com/index.php?rse2co=1

13.2.1.3 Authorize.NET

The RSEvents! Authorize.NET plugin allow users to pay for event subscriptions using [Authorize.NET](#) payment processor.

Installation:

In the backend panel, head to **Extensions >> Install/Uninstall**, browse the package and upload the **rse-authorize.zip** file, by clicking the **"Upload File & Install"** button.

Publish the plugin:

Head to the **"Plugin Manager"** area and enable the **"System - RSEvents! Authorize payment" plugin**.

Configuration:

The screenshot shows the configuration interface for the 'System - RSEvents! Authorize pa' plugin. It is divided into two main sections: 'Details' and 'Parameters'.

Details:

- Name: System - RSEvents! Authorize pa
- Enabled: No Yes
- Type: system
- Plugin File: rseventsauthorize.php
- Access Level: Public (selected), Registered, Special
- Order: 0 (System - RSTickets! Pro Plugin)
- Description: RSEvents! Authorize plugin. **Make sure you publish the plugin first!**

Parameters:

- Authorize API Login ID: [text input]
- Transaction key: [text input]
- Mode: Test (sandbox) Live

A red arrow points from the 'Transaction key' field in the 'Parameters' section to the 'Access Level' dropdown in the 'Details' section.

As configuration parameters, you have the following options:

- *Authorize API Login ID*: your unique vendor login id, available in your Authorize.NET account
- *Transaction key*: available in your Authorize.NET account
- *Mode*: Test (sandbox) / Live
- *Use secure links*: if enabled, the payment page will use the https protocol for capturing the payment details.

After the RSEvents! subscription form has been filled, an additional payment will be required. This contains the following fields:

- Credit Card Number
- CC
- Expiration Date
- CCV Code
- First Name
- Last Name
- Country
- City
- State / Province / Region
- Address
- Zip Code

Note:

- A [sandbox account](#) is required for the Authorize.NET testing mode.

Authorize.NET payment form:

| Transaction details | |
|--|---|
| Ticket Name: | test2 - test ticket |
| Ticket Price: | 1 x 100.00 EUR |
| Total: | 100.00 EUR |
| Credit Card Number | <input type="text"/> |
| |    |
| Expiration Date | April / 2011 |
| CCV Code | <input type="text"/> What's this? |
| First Name | test |
| Last Name | test |
| Country | Afghanistan |
| City | <input type="text"/> |
| State / Province / Region | <input type="text"/> |
| Address | <input type="text"/> |
| Zip Code | <input type="text"/> |
| <input type="button" value="Pay Now"/> | |

13.2.2 3rd party plugins

The screenshot shows a list of Joomla! plugins. The first item is 'CB plugin' with version 1.5 and 1.6 icons. The second item is 'RSEvents! Search Plugin for Joomla! 1.6' with a description: 'This plugin integrates RSEvents! with the standard Joomla! Search.' The third item is 'JomSocial Application' with version 1.5. The fourth item is 'RSEvents! Search Plugin for Joomla! 1.5' with a description: 'This plugin integrates RSEvents! with the standard Joomla! Search.'

Download:

To download the 3rd party plugins (Community Builder, JomSocial application and the Search Plugin for Joomla! 1.5 and 1.6), you need to access your www.rsjoomla.com account, then head to **“View my downloads” area >> RSEvents! membership >> RSEvents! files >> 3rd party.**

13.2.2.1 Community Builder plugin

This plugin allows you to display on the Community Builder profile, the user created events along with his event subscriptions.

The screenshot shows the RSEvents! user profile page. On the left, a 'Main Menu' box contains links for 'Home', 'List events', 'Profile', and 'My events'. The 'Profile' link is highlighted with a red box, and a red arrow points from it to the 'My events' section of the main content area. The 'My events' section is also highlighted with a red box and contains a table of events. Below it, the 'My subscriptions' section is also highlighted with a red box and contains a table of subscriptions.

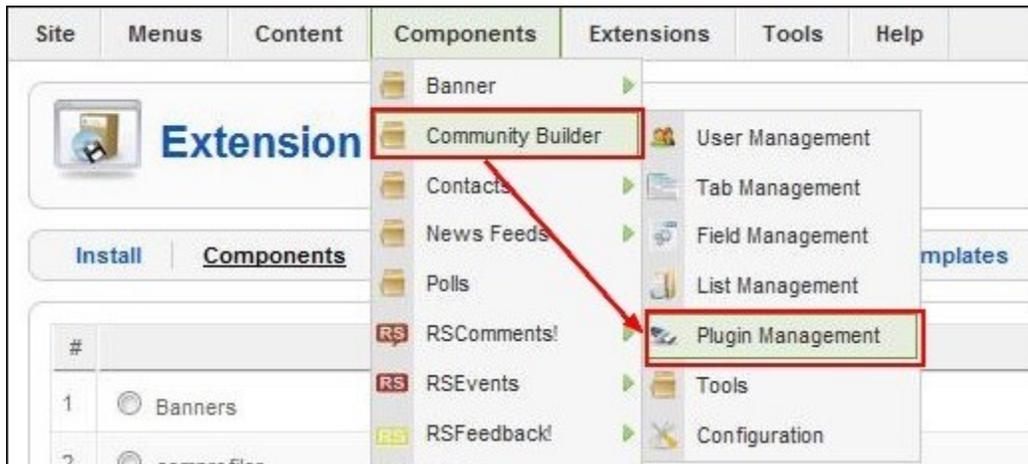
| Event name | Start date | End date | Location |
|------------|--------------------|--------------------|-----------------|
| Concert | 28 Oct 10 20:00 | 28 Oct 10 22:00 | Stade de France |

| Event name | Start date | End date | Location |
|------------------|--------------------|--------------------|-----------------|
| Business meeting | 08 Oct 10 20:00 | 08 Oct 10 22:00 | Business Centre |
| Meeting | 20 Oct 10 20:00 | 20 Oct 10 22:00 | West End |

Installation:

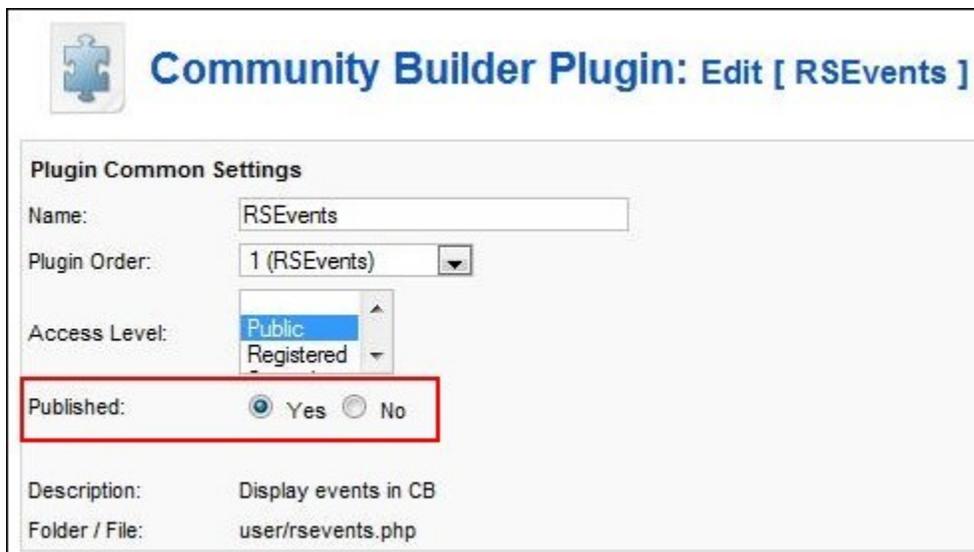
Path: **Components >> Community Builder >> Plugin Management >> Install new plugin**

The plugin installs through the **Community Builder installer**, in the Plugin Management area as shown in the below screenshot.



Enable the plugin:

While you are in the "Plugin Management" tab, make sure you publish the RSEvents! plugin.



Set the plugin position:

After installation, the default plugin position on the user profile is "Header (above left/middle/right)", but this can be easily changed in the **Community Builder >> "Tab Management" area**.

13.2.2.2 Search Plugin for Joomla! 1.5 and Joomla! 1.6

The Content Search plugin extends the Joomla standard content search by including the created events and their descriptions, thus making the events more accessible to potential customers.

Installation:

In the backend panel, head to **Extensions >> Install/Uninstall**, browse the package and upload the **rsevents_search.zip** file, by clicking the **“Upload File & Install”** button.

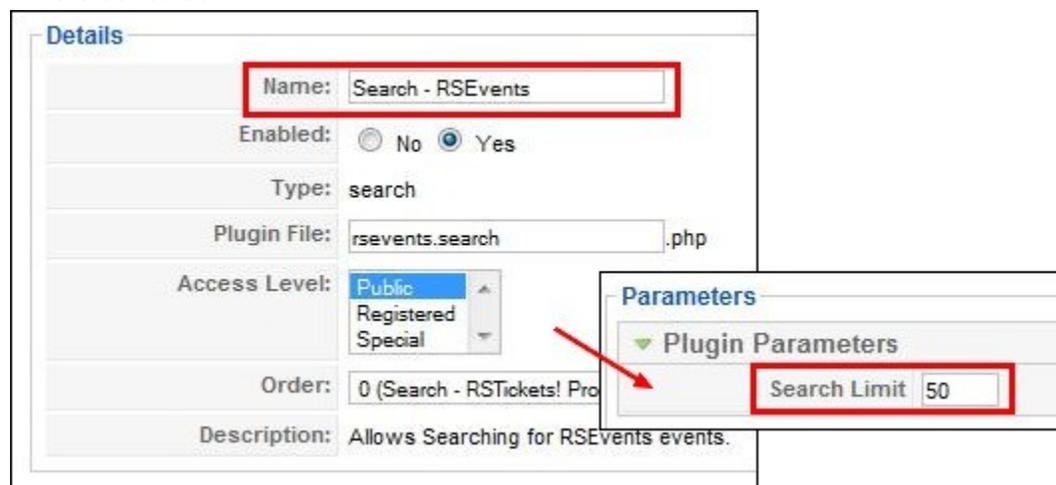
Enable the plugin:

Head to the **“Plugin Manager”** area and enable the **“Search - RSEvents!”** plugin .

Configuration:

To enable a search module on your site, just go to **Extensions >> Module Manager >> New >> Search**, type in a name and select a position. Upon performing a search, the following items are included: *event name, location name, category name, event description*.

In the **“Plugin Manager”**, if needed, you can set a different search limit. By default, the results limit is set to 50.



The screenshot shows the Joomla! Plugin Manager configuration interface for the 'Search - RSEvents' plugin. The 'Details' section includes the following fields:

- Name:** Search - RSEvents
- Enabled:** No Yes
- Type:** search
- Plugin File:** rsevents.search .php
- Access Level:** Public (dropdown menu with Registered and Special options)
- Order:** 0 (Search - RSTickets! Pro)
- Description:** Allows Searching for RSEvents events.

The 'Parameters' section is expanded to show 'Plugin Parameters', which includes a 'Search Limit' field set to 50. A red arrow points from the 'Search Limit' field to the 'Parameters' section header.

Default Joomla! search extended:

Welcome to the Frontpage

Search Keyword:

All words Any words Exact Phrase

Ordering:

Search Only: Knowledgebase Rsevents K2 Items RSBlog! Articles Web Links Contacts Categories Sections News Feeds

Search Keyword

Total: 9 results found.

13.2.2.3 JomSocial Application

The **RSEvents - JomSocial** plugin offers a simple integration between the two components. It simply displays the events that a user has **subscribed to** in his/her profile and it also displays the events that are **owned** by that particular user.

Furthermore, if the event has enabled the *list subscribers* option, a linkable username will be displayed that are pointed to their **JomSocial profile**.

Installation:

In the backend panel, head to **Extensions >> Install/Uninstall**, browse the package and upload the **rsevents_jomsocial.zip** file, by clicking the **“Upload File & Install”** button.

Enable the plugin:

Head to the **“Plugin Manager”** area and enable the **“System - RSEvents! Authorize payment” plugin**.

Details

| | |
|---------------|--|
| Name: | <input type="text" value="Rsevents"/> |
| Enabled: | <input type="radio"/> No <input checked="" type="radio"/> Yes |
| Type: | community |
| Plugin File: | <input type="text" value="plg_rsevents"/> |
| Access Level: | <input type="text" value="Public"/> <input type="text" value="Registered"/> <input type="text" value="Special"/> |
| Order: | <input type="text" value="0 (RSBlog!)"/> |
| Description: | RSEvents Application for Jom Social |

Parameters

Plugin Parameters

| | |
|------------------|----------------------------------|
| Core Application | <input type="text" value="No"/> |
| Caching | <input type="text" value="Yes"/> |

Step 14: RSEvents! menu items

Path: **Joomla! backend panel >> Menus >> Menu Manager >> Main Menu** (or any other Joomla! menu where you want to publish the items).

The RSEvents! menu items allows you to display in frontend events, locations, categories, calendar, user subscriptions. Users with permissions can also add events and locations using the menu items.

1. To create a new menu item with RSEvents!, in the administrator panel head to **Menus >> Menu Manager** and edit the menu where you want to publish the new item.



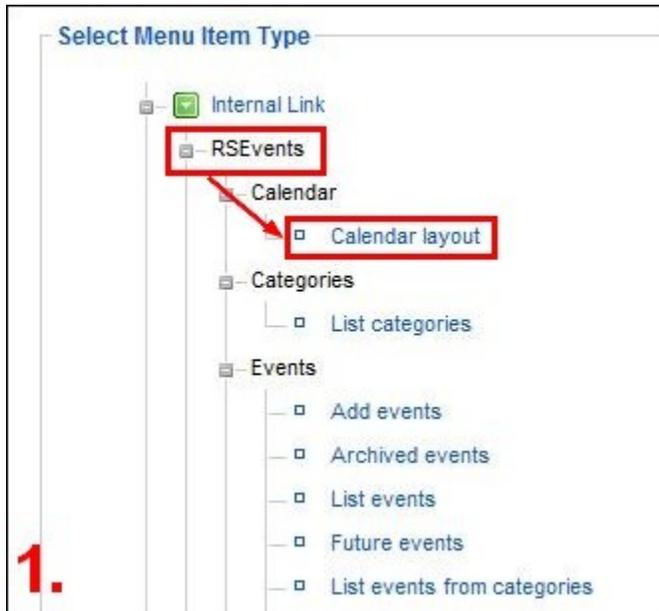
2. In the “Menu Item Manager”, click on the “New” icon located on the right side of the panel.



14.1 List events calendar in frontend

With RSEvents! you can list events within a calendar menu item.

1. In the “Menu Manager area” click on RSEvents! >> Calendar Layout.

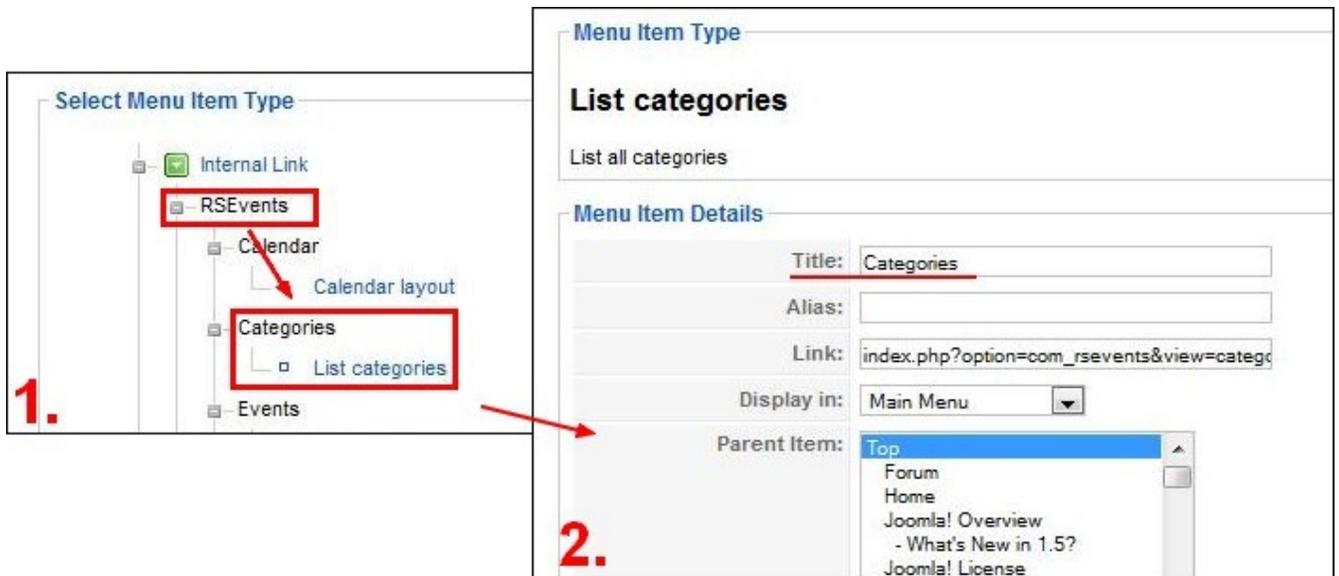


2,3: Select the menu parameters.

The image shows two overlapping screenshots from the Joomla! administration interface. The left screenshot, titled "Menu Item Details", shows a form for configuring a menu item. The "Title" field is set to "Events calendar". The "Link" field contains the URL "index.php?option=com_rsevents&view=cal". The "Display in:" dropdown is set to "Main Menu". The "Parent Item:" dropdown is open, showing a list of menu items including "Top", "Forum", "Home", "Joomla! Overview", "Joomla! License", "FAQ", "The News", and "Web Links". A red number "2." is in the bottom left corner. A red arrow points from the "Parameters (Basic)" section of the right screenshot to the "Show full events" option in the left screenshot. The right screenshot, titled "Parameters (Basic)", shows a list of configuration options for the menu item. The "Start day" is set to "Monday". The "Show week", "Show full events", "Show details", "Show category filter", and "Show user events" options are all set to "Yes". The "Show colors" and "Show color legend" options are set to "No". The "Show archived events" option is set to "No". The "Categories" dropdown is set to "All Events". The "Locations" dropdown is set to "My first location". The "Ordering" dropdown is set to "Descending". The "Display events in calendar" dropdown is set to "All days". A red number "3." is in the bottom left corner of this section.

14.2 List RSEvents! categories

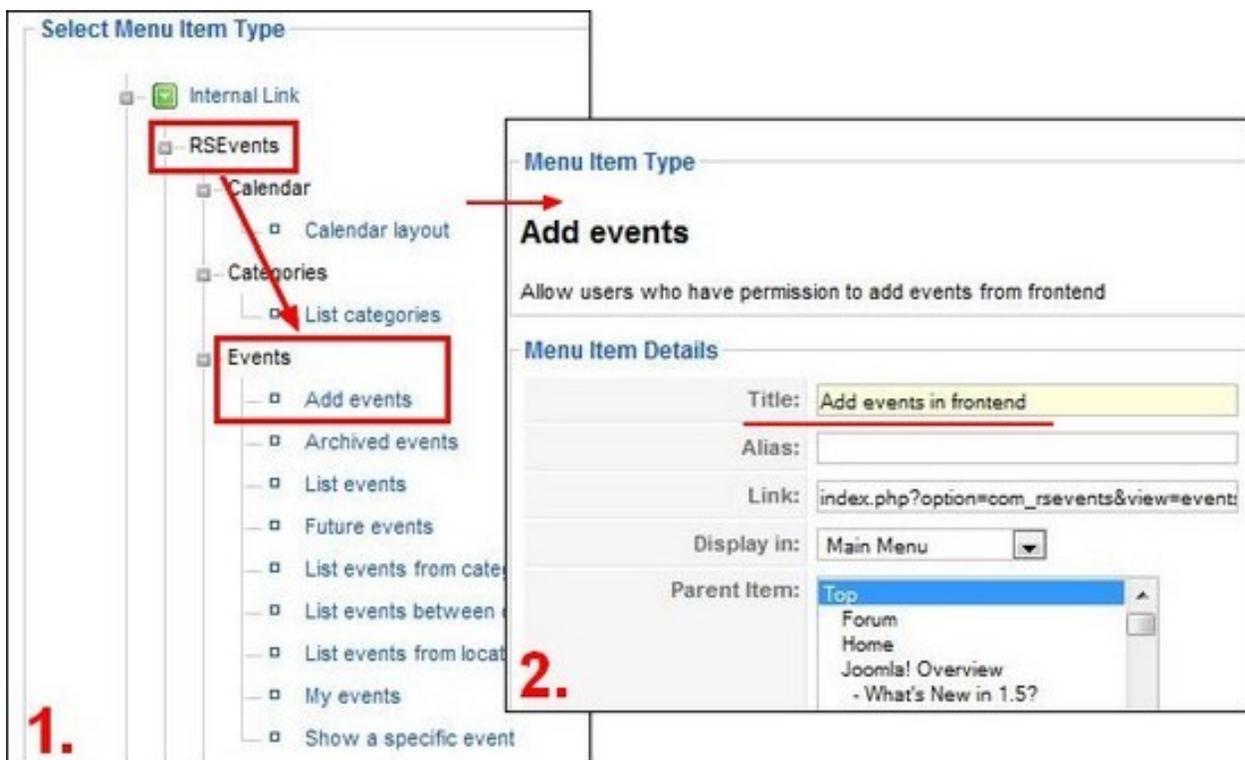
With this menu item, you can list all RSEvents! categories, including their subcategories.



14.3 List events

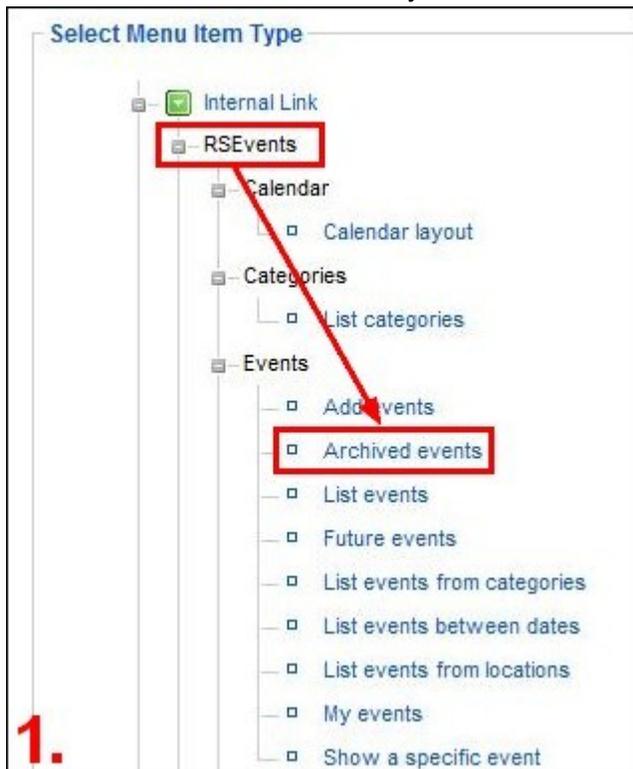
14.3.1 Add events

Within the “Add events” menu item, you can allow users to add events in frontend.

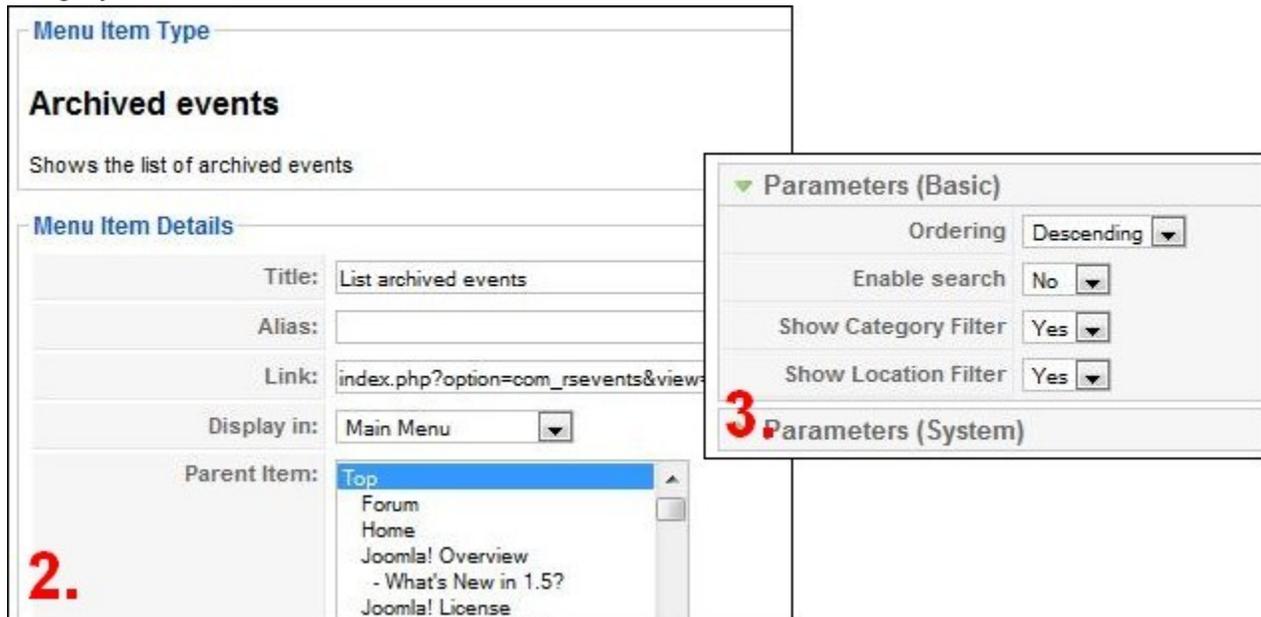


14.3.2 List archived events

1. With this menu item, you can list archived events.

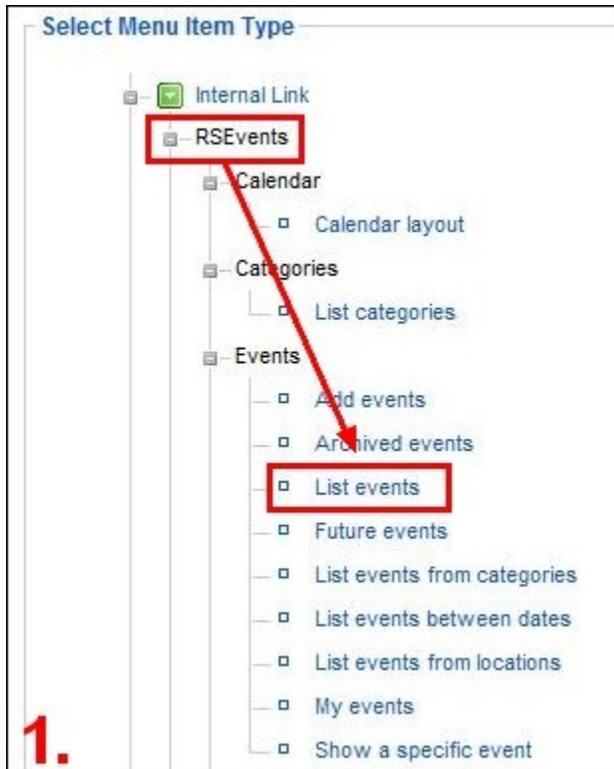


2,3: When search is enabled, RSEvents! will show above the archived events 2 filters: category and location.

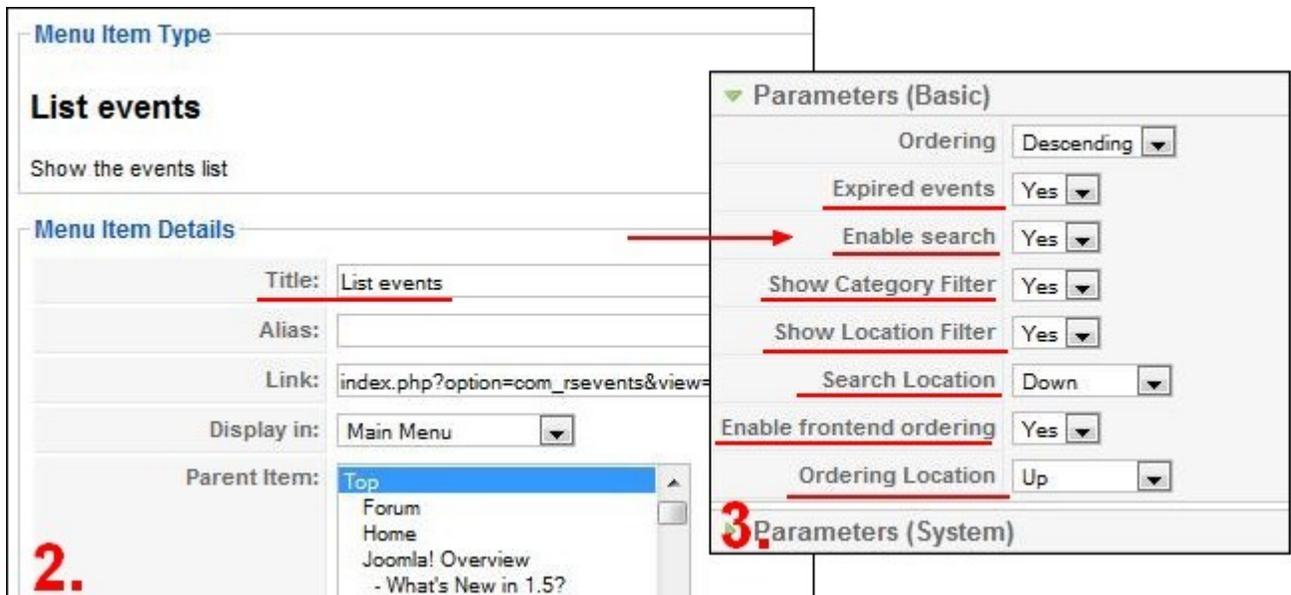


14.3.3 List events

1. With this menu item, you will be able to list all events, including the ones that had expired (when the expired option is enabled).

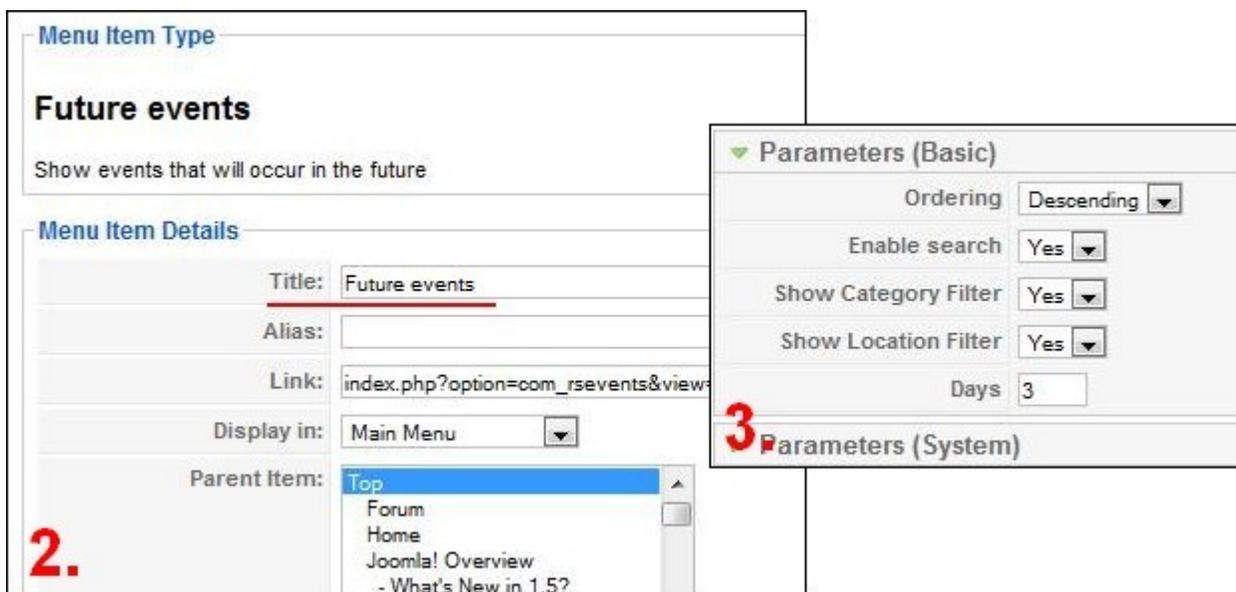
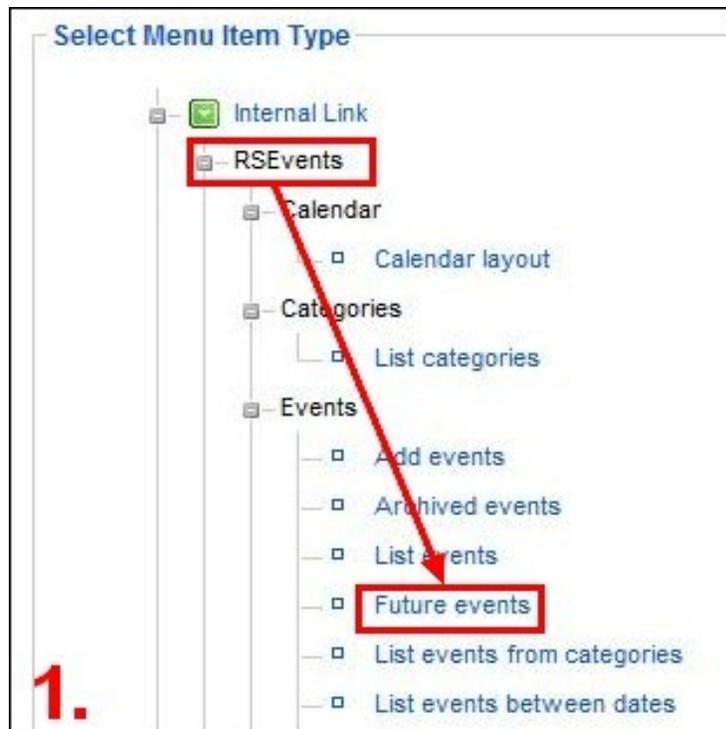


2,3: When search is enabled, users will be able to filter events based on category or location.



14.3.4 Future events

This menu item allows you to list future events. When search is enabled, users will be able to filter events based on category or location.



14.3.5 List events from categories

This menu allows you to list events from the specified categories/subcategories.

1. Select Menu Item Type

- Internal Link
 - RSEvents**
 - Calendar
 - Calendar layout
 - Categories
 - List categories
 - Events
 - Add events
 - Archived events
 - List events
 - Future events
 - List events from categories**
 - List events between dates
 - List events from locations
 - My events
 - Show a specific event

2. Menu Item Type: **List events from categories**
List events from one or more categories.

Menu Item Details

- Title: List events from categories
- Alias:
- Link: index.php?option=com_rsevents&view=event
- Display in: Main Menu
- Parent Item: Top
 - Forum
 - Home
 - Joomla! Overview
 - What's New in 1.5?

3. Parameters (Basic)

- Select categories:
- Include subcategories: Yes No
- Ordering: Descending

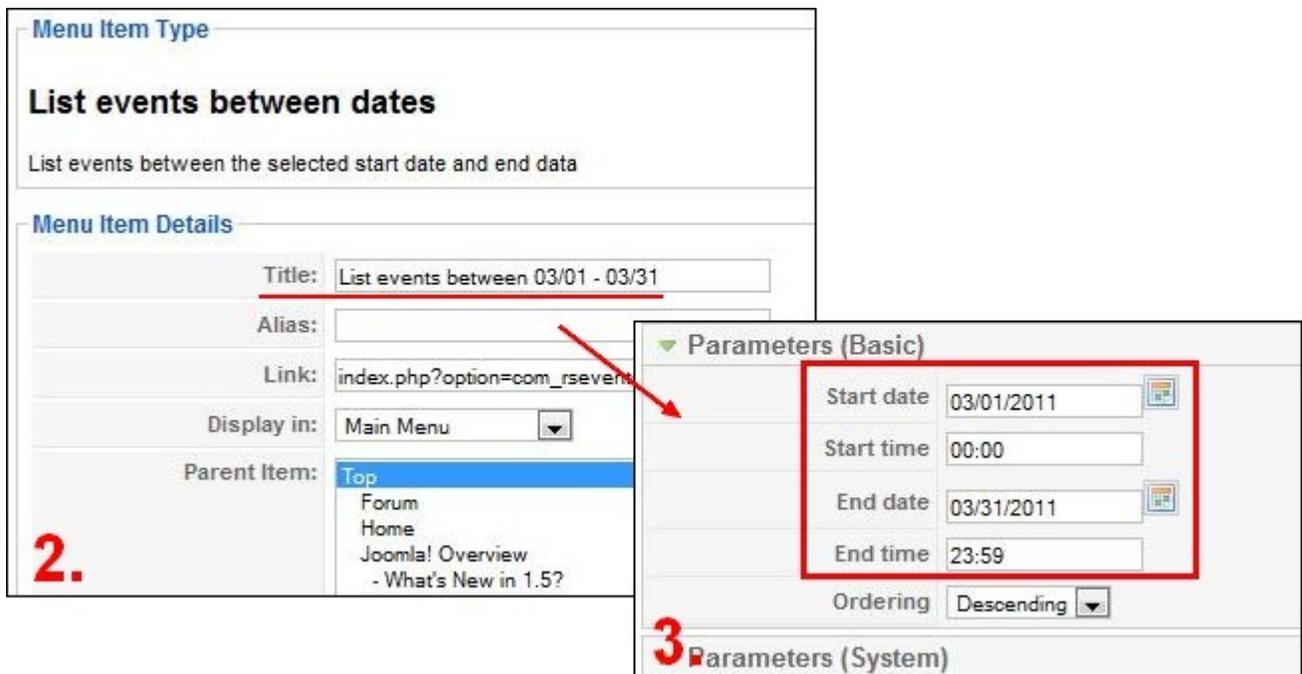
4. Filter: Filter Clear Filter

| # | Color | Category |
|---|-------------|----------------------|
| 1 | | All Events |
| 2 | Red | L-Conferences |
| 3 | Yellow | L-Conce |
| 5 | Light Green | L-pi |

Select Conferences

14.3.6 List events between dates

This menu item allows you to list events from a specified time range.



14.3.7 List events from locations

This menu item allows you to list events from the specified locations.

1.

Select Menu Item Type

- Internal Link
 - RSEvents**
 - Calendar
 - Calendar layout
 - Categories
 - List categories
 - Events
 - Add events
 - Archived events
 - List events
 - Future events
 - List events from categories
 - List events between dates
 - List events from locations**
 - My events
 - Show a specific event

2.

Menu Item Type

List events from locations

List events from one ore more locations

Menu Item Details

Title: List events from locations

Alias:

Link: index.php?option=com_rsevents&view=event

Display in: Main Menu

Parent Item: Top

- Forum
- Home
- Joomla! Overview
- What's New in 1.5?

3.

Parameters (Basic)

Select locations

Select Clear

Ordering Descending

4.

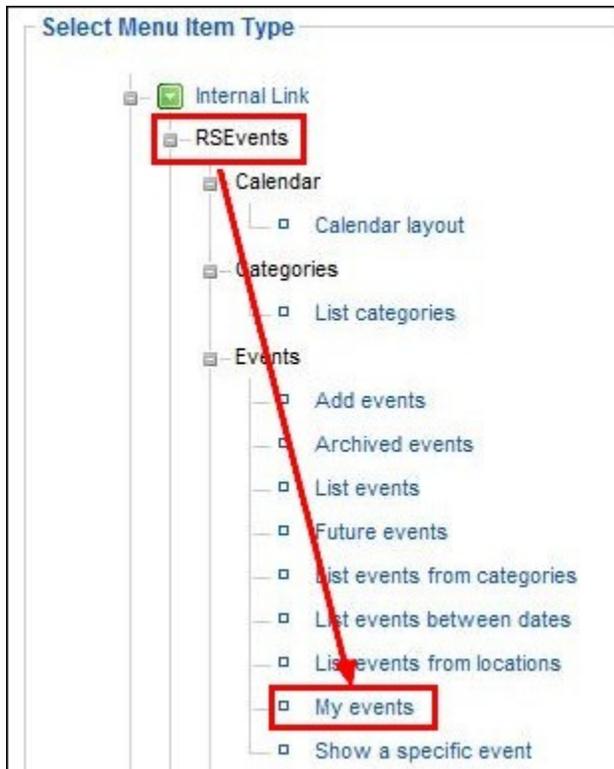
Change Type

Filter Filter Clear Filter

| # | <input type="checkbox"/> | Location |
|---|-------------------------------------|----------------------|
| 7 | <input checked="" type="checkbox"/> | The Cumberland Hotel |
| 6 | <input type="checkbox"/> | The British Library |
| 5 | <input type="checkbox"/> | Tower Hotel |

14.3.8 My events

This menu item allows you to list the user created events.



14.4 Locations

14.4.1 List locations

This menu item allows you to list all created locations.

The image shows a Joomla! administrator interface. On the left, a tree view titled "Select Menu Item Type" is displayed. The "RSEvents" folder is selected and highlighted with a red box. A red arrow points from this box to a larger configuration window on the right. In the tree view, the "List locations" item is also highlighted with a red box. A red arrow points from this box to the configuration window. The configuration window is titled "Menu Item Type" and "List locations". It contains the following details:

- Title:** List location
- Alias:** (empty)
- Link:** `index.php?option=com_rsevents&view=locatic`
- Display in:** Main Menu
- Parent Item:** Top

The "Parent Item" dropdown menu is open, showing the following options: Top, Forum, Home, Joomla! Overview, - What's New in 1.5?, Joomla! License.

1. is located at the bottom left of the tree view, and **2.** is located at the bottom left of the configuration window.

14.4.2 Add event locations in frontend

This menu item allows adding new event locations in frontend by Joomla! user with group permissions - see [Step 5: Add user permissions](#).

The image shows two parts of the Joomla! administrator interface. On the left, a tree view titled "Select Menu Item Type" shows a hierarchy of menu items. The "RSEvents" item is highlighted with a red box, and a red arrow points from it to the "Add locations" item under the "Locations" category, which is also highlighted with a red box. A large red "1." is positioned at the bottom left of this section. On the right, a configuration window titled "Add locations" is shown. It contains a description "Allows users to add new locations" and a "Menu Item Details" section with the following fields: "Title" (Add new location), "Alias" (empty), "Link" (index.php?option=com_rsevents&view=locatio), "Display in:" (Main Menu), and "Parent Item:" (Top). A red arrow points from the "Add locations" item in the tree to the "Add locations" configuration window. A large red "2." is positioned at the bottom left of this section.

1.

2.

14.5 List user subscriptions

This menu item allows you to list in the account the subscribed events along with their payment status: accepted/pending.

The image shows two screenshots from the Joomla! administrator interface. The left screenshot, labeled with a red '3.', shows the 'Select Menu Item Type' dialog. A tree view of menu item types is displayed, with 'RSEvents' and 'Subscriptions' highlighted with red boxes. A red arrow points from 'RSEvents' down to 'List user subscriptions' under 'Subscriptions'. The right screenshot, labeled with a red '4.', shows the configuration form for the 'List user subscriptions' menu item. The form includes fields for Title, Alias, Link, Display in, and Parent Item.

3.

Select Menu Item Type

- Internal Link
 - RSEvents**
 - Calendar
 - Calendar layout
 - Categories
 - List categories
 - Events
 - Add events
 - Archived events
 - List events
 - Future events
 - List events from categories
 - List events between dates
 - List events from locations
 - My events
 - Show a specific event
 - Locations
 - Add locations
 - List locations
 - Subscriptions**
 - List user subscriptions
- RSFeedback

4.

List user subscriptions

List subscriptions of the current user

Menu Item Details

| | |
|--------------|--|
| Title: | List user subscriptions |
| Alias: | |
| Link: | index.php?option=com_rsevents&view |
| Display in: | Main Menu |
| Parent Item: | Top <ul style="list-style-type: none">ForumHomeJoomla! Overview- What's New in 1.5? |

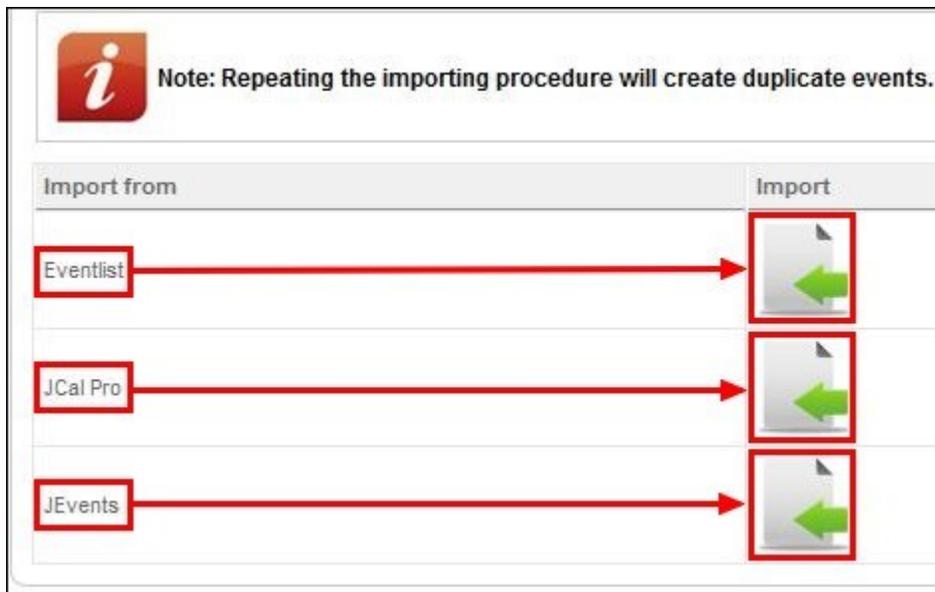
Step 15: Import events from Eventlist, JCalPro and JEvents (optional)

Path: **Components >> RSEvents! >> Import**

RSEvents! allows you to easily import other events created with JCalPro, JEvents! and EventList within a single click.

In the RSEvents! Import tab (**Components >> RSEvents! >> Import**) you'll find a list with the event manager components currently installed on your Joomla! website. Click on the corresponding **"Import"** tab located in the right side.

RSEvents! will start importing the events from the chosen component in the **"Events"** tab.



Step 16: Updating RSEvents!

Path: **Joomla! backend panel >> Components >> RSBlog! >> Updates**

Keeping your component up to date is essential to its overall functionality. You can check the RSEvents! current version by going to **Components >> RSEvents! >> Overview**. You will be able to see the revision number on the right side of the screen, above the component logo.

RSEVENTS! 1.2.0 REV 22



| | |
|--------------------|--|
| Installed version: | 1.2.0 |
| Copyright: | ©2007-2010 www.rsjoomla.com |
| License: | GPL License |
| Author: | www.rsjoomla.com |

Please enter your code to receive updates:

To be able to automatically receive updates directly from the backend panel, you need first to add the RSEvents! license code.

1. The license code is generated in your www.rsjoomla.com account, in the **“Customer Downloads” area >> RSEvents! membership >> Licenses**, after you’ve previously specified the domain.

2. To check if there are any new RSEvents! versions, head to the “Updates” tab. If any new version is available, you will be able to download the package file directly from the backend panel.

Overview | Events | Archive | Subscriptions | Categories | Locations | Designs

Check for updates

Checking for updates

i RSEvents! 1 Domain Lifetime Your version is up to date. No new downloads are available.

The purpose of this guide

This guide is designed to assist you, step by step, in configuring a Joomla! Event website with [RSEvents!](#)

We've also created an RSEvents! Quick Guide, that includes all important steps that you must follow to quickly setup a Joomla! event website.

Additionally, we've launched the [RSJoomla! TV Channel](#) to support our components with a series of video tutorials and presentations.

The RSEvents! Documentation can be found [here](#).

For any other questions, please submit a ticket to the [RSJoomla! support department](#).