Highgate Calendar

Adding your events to the highgatecalendar.org website.

Highgate Calendar - log in

Go to http://www.highgatecalendar.org/ and log in with any web service you already use.

New Event
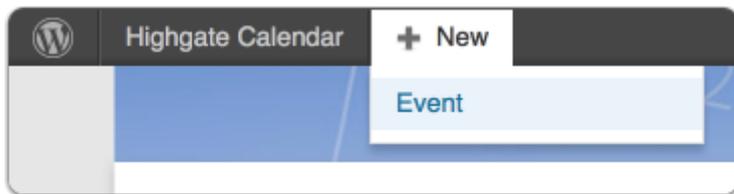
A menu appears at the top of screen when you have logged in. Click '+ New' and then 'Event'.

Add Event title
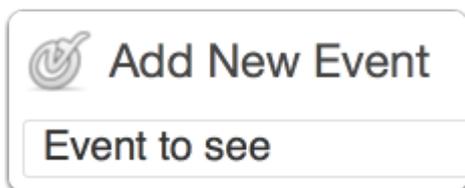
Highgate Calendar

Enter Event date and time

Add Event date and time.

IMPORTANT: the 'End date' should be the end of the first occurrence of your event if it repeats so will almost always be the same date. Here an event is already set to 'Repeat' monthly ending in August.

Set event to repeat - monthly

If you are adding a repeating event you need to make selections to show on what basis your event repeats. Here the 'Monthly' tab is set to repeat an event on the 1st Monday every month ending on the 16th August. Click 'Apply' when done (hidden by the calendar in this view).

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Set event to repeat - weekly
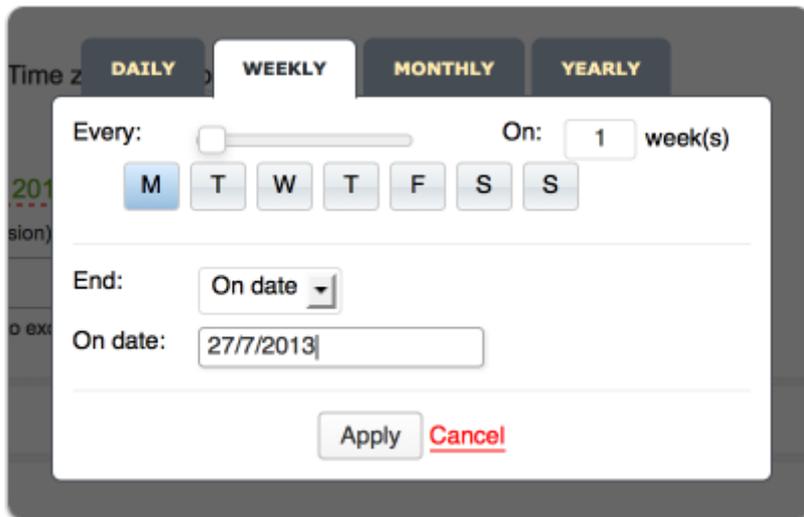
Here an event is being set to repeat weekly on a Monday.

Set event to repeat - daily
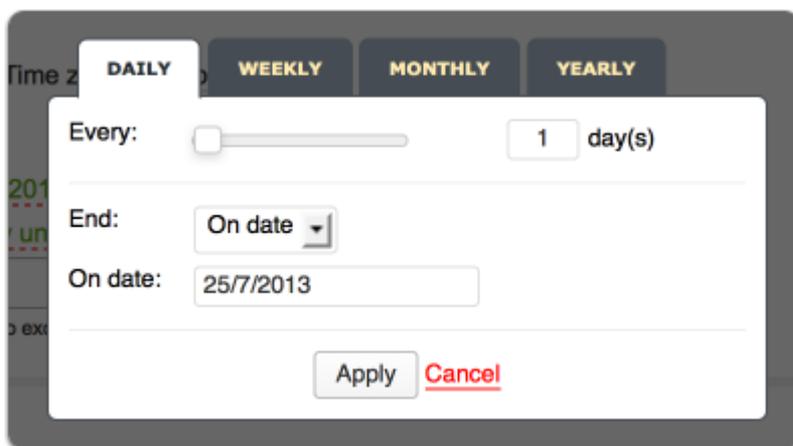
An event repeating daily every day of the week. If the number top right was 2 it would repeat every other day.

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Event date and time - exclude

⏱ EVENT DATE AND TIME

All-day event?   ☑

No end time?   ☐

Start date / time: 12/7/2013   ⚙   (Time zone: Europe/London)

End date / time: 12/7/2013   ⚙

☑ Repeat: Daily until July 25, 2013

☑ Exclude: Weekly on Monday until July 25, 2013   (Choose a rule for exclusion)

Exclude dates: [   ] 📅

(Choose specific dates to exclude)

You can also set to exclude one or more days in a week. Set to repeat daily and then tick 'Exclude' and make the relevant choices.

Event location details

📍 EVENT LOCATION DETAILS

Venue name: Lauderdale House

Address: London N6 5HG, UK

Show Google Map: ☑

Input Coordinates: ☐
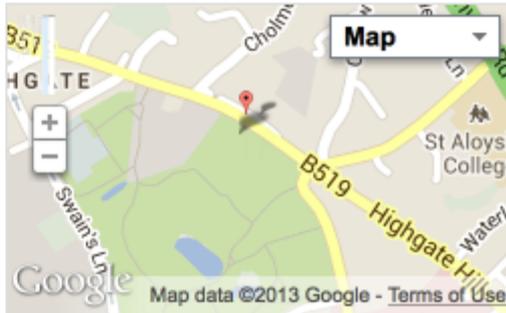
It is very important to enter the name of your venue - this will appear after the @ in the event listing. Also enter 'London' and at least the postcode to be able to tick to 'Show Google Map' (on the details page)

Further event details

🛒 EVENT COST AND TICKETS

📞 ORGANIZER CONTACT INFO

Optionally add details for cost and contact details.

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Event description
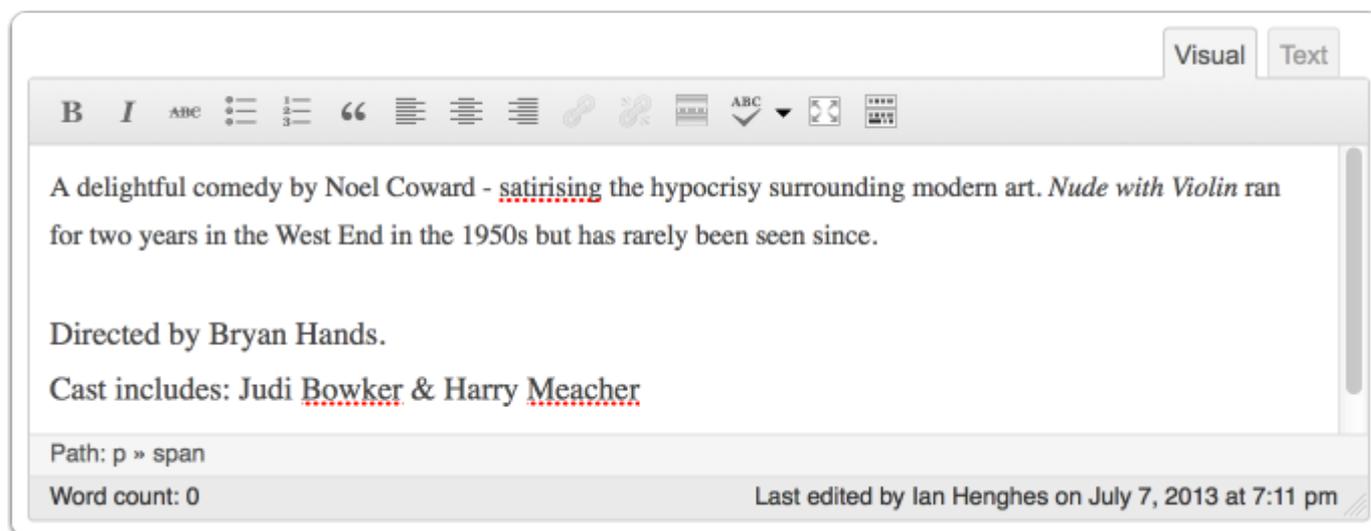
A delightful comedy by Noel Coward - satirising the hypocrisy surrounding modern art. *Nude with Violin* ran for two years in the West End in the 1950s but has rarely been seen since.

Directed by Bryan Hands.

Cast includes: Judi Bowker & Harry Meacher

Path: p » span

Word count: 0

Last edited by Ian Henghes on July 7, 2013 at 7:11 pm

You can enter further free text about your event in the textarea.

Edit Event ‹ Highgate Calendar — WordPress
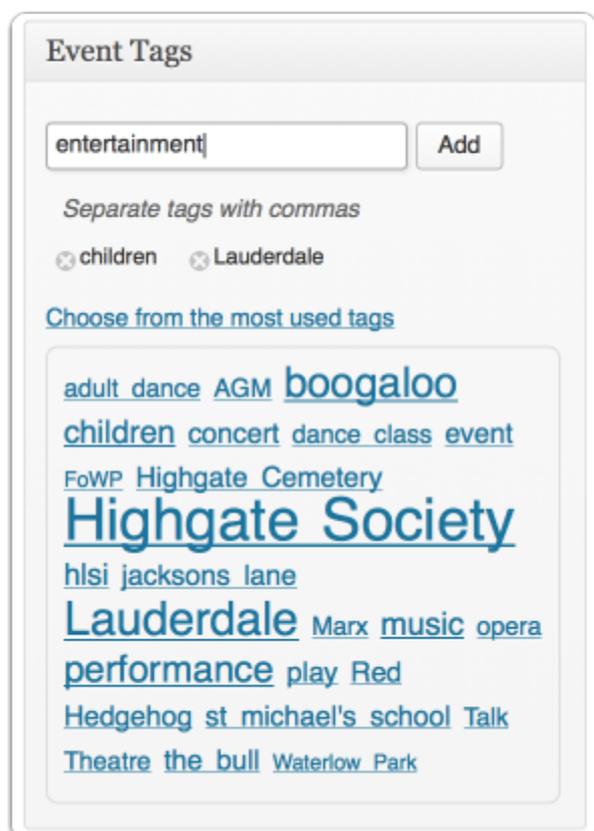
Event Tags

entertainment

Separate tags with commas

children   Lauderdale

Choose from the most used tags

adult dance AGM boogaloo children concert dance class event FoWP Highgate Cemetery Highgate Society hlsi jacksons lane Lauderdale Marx music opera performance play Red Hedgehog st michael's school Talk Theatre the bull Waterlow Park

Add event tags to make it easier for people to find your event. Click 'choose from the most used tags' and click on each you want, you can also enter free text and click 'Add'. If you want to remove a tag click the small 'x' in a circle to the left of the tag to remove.

Highgate Calendar

Submit Event

Publish

Save Draft   Preview

Status: **Draft**

Visibility: **Public**

Submit for Review

Click 'Submit for Review' when done. Your event will generally be reviewed within a few days and made live.