

Working with QuickView

Quick View is a built in widget on your website that works with your calendar. Quick View displays the next 30 days of events from your calendar neatly in a widget on your homepage or any other page on your site.

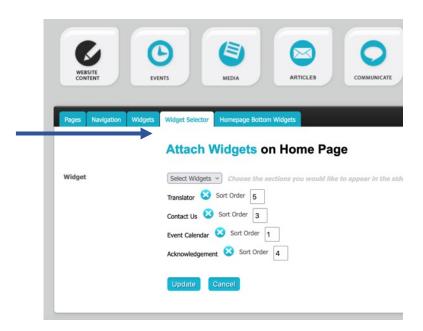


The date of each event is a link to the calendar entry – so parents can find out more information, or save the calendar date to their device.

Date April 24,2023 Time All Day No students required at school. Save this event to my calendar Print Event Details



 To add the Quick View widget to your homepage go to Website Content – Widget Selector.



• Choose Quick View from the dropdown menu.

Attach Widgets on Home Page

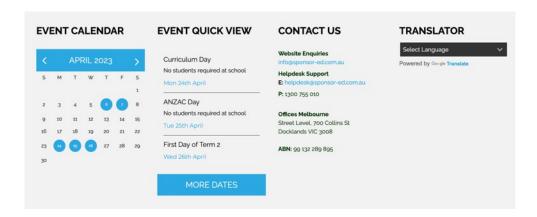


• Give it a sequence, this will be the second widget on our homepage. Then click update.

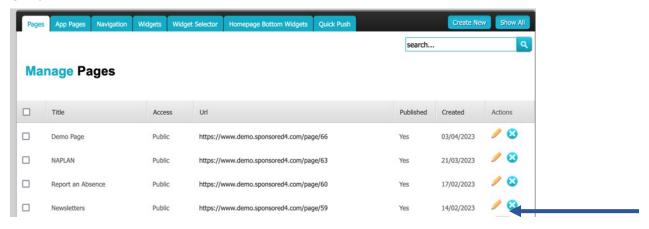




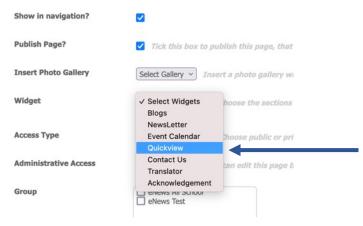
Visit your website to see your new widget displaying.



Quick View can be displayed as a widget on any page on your site
 –WEBSITE CONTENT - pages – click on the PENCIL icon beside the
 page you wish Quick View to appear.

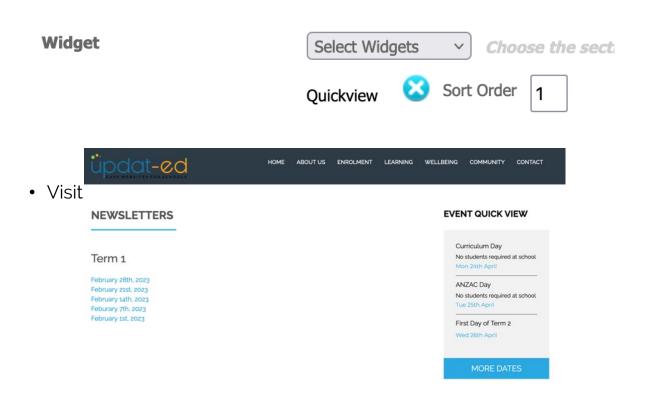


 Scroll down until you see the Widget option with drop down menu, choose Quick View.





 Give your widgets a number to sequence their order. UPDATE your page.



• If you click on MORE DATES it will show the next 30 days of events.

