# **Using Calendars**

The *calendar* is a feature-rich resource to help track site modifications as well as organize, and collaborate with individuals & groups around the world using the user-friendly architecture of Tiki. Tiki's Calendar feature makes use of practically all of the features you might find in other web calendars, while also fully integrating the other features of TikiWiki such as categories, wikis, blogs, galleries, and many others!

Depending on how the Tiki administrator has configured the Tiki site you're using, you may be able to do some or all of the following:

- View a list of all available calendars on your Tiki site
- · View a calendar
- · Create a calendar
- Add a new event to a calendar
- Edit or delete a calendar event
- Print a calendar



Click to expand

The following sections explain how to perform these actions.

### **Navigating the Calendar**

#### The navigation bar

- Viewing date
- Today's date (jump to today in calendar)
- Zoom Level/Views

#### The Mini-Navigation Calendar

- ?
- x / clicking anywhere outside the mini-nav calendar
- << | >>
- < | >
- Today
- Week #
- Selecting the date you wish to view

If you click on the focus date, and Js Calendar is enabled, then a pop up graphical navigator will show up. See Js Calendar for more details.

## **Special Features**

#### **The Calendars Panel**



Calendars Panel

#### The Events Panel (brief note)



**Events Panel** 

#### The Hide tab

### **Zoom Levels/Views**

### Day

- Time
- Events
  - Assigned tool calendar(s)
  - o Exact time
  - Linked page name (if applicable)
  - Who made the modification

×

Day View

#### Week

- Date format
- Week #
- Days of the week
- Events
  - o Basic Information
    - Meaning/Definition
    - Assigned tool calendar(s)
    - Linked page name (if applicable)



- o Detail Information
  - Meaning/Definition
  - Exact time
  - Assigned tool calendar(s)
  - Event description
  - Who made the modification



Week View - Detailed Information

#### **Month**

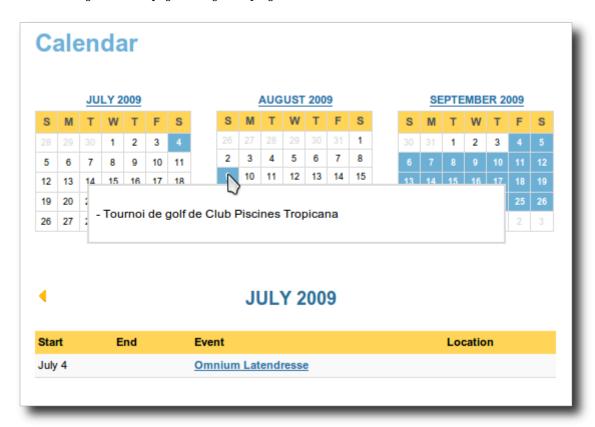
- Date format
- Week #
- · Days of the week



Month View

### Advanced usage

Example of advanced usage in a wiki page through the plugin module and several modules inside:



Which could be produced with something similar to:

{SPLIT()}{MODULE(module=calendar\_new, viewmode=month, notitle=y) /} --- {MODULE(module=calendar\_new, viewmode=month, month\_delta=+1, notitle=y) /} --- {MODULE(module=calendar\_new, viewmode=month, month\_delta=+2, notitle=y) /} {SPLIT} {MODULE(module=upcoming events, viewmode=month, notitle=y) /}

- Calendar
- Calendar Admin
- Calendar Details
- Js CalendarModule calendar\_new