# **Using Calendars**

he *calendar* is a feature-rich resource to help track site modifications as well as organize, and collaborate with individuals & group 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



Calendar Navigation Bar

### 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

Calendar	
Calendars Panel Events Panel Hide	
Refresh Group Calendars  check / uncheck all  test all (id #4)  irc meetings (id #3)  Development (id #1)	Tools Calendars  check / uncheck all  w = Wiki i = Image Gallery a = Articles b = Blogs o = Forums d = Directory f = File Gallery q = FAQs t = Trackers c = Ephemerides c = Charts

Calendars Panel

# THE EVENTS PANEL (BRIEF NOTE)



**Events Panel** 

### THE HIDE TAB

# ZOOM LEVELS/VIEWS

### DAY

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

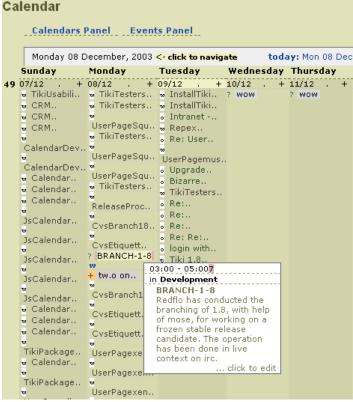
```
Calendar
      Calendars Panel Events Panel
       Monday 08 December, 2003 <- click to navigate
                                                             today: Mon 08 Dec, 2003
2h
3h
4h
5h
6h
7h
8h
        . 10:17 : Re: User Registration Fails Every Time... by ch1mjw
         ₩ 10:32 : UserPagemusus Updated by musus
         o 10:38 : Upgrade from 1.7.1.1 to 1.7.4 by malhar
         . 10:54 : Bizarre display in IE? by joelg
       w 11:46 : TikiTesters Updated by Chealer9
         Added me :)
        . 12:05 : Re: Upgrade from 1.7.1.1 to 1.7.4 by Damian
         o 12:08 : Re: Intranet - multiple lists of Article by Damian
         o 12:10 : Re: Bizarre display in IE? by Damian
14h
        o 14:12 : Re: Re: This News Group by hengis
         o 14:33 : login with LDAP by Chengetal
       t 15:37 : Tiki 1.8 CVS Bugs new item in tracker
         o 15:54 : Re: Re: Bizarre display in IE? by joelg
17h
        o 17:20 : Conditional menus? Module syntax info? by gstaniak
18h
        o 18:19 : Re: login with LDAP by Damian
         o 18:22 : Re: Conditional menus? Module syntax info? by Damian
         • 18:35 : Re: Re: Conditional menus? Module syntax info? by gstaniak
19h
20h
21h
22h
23h
```

Day View

### WEEK

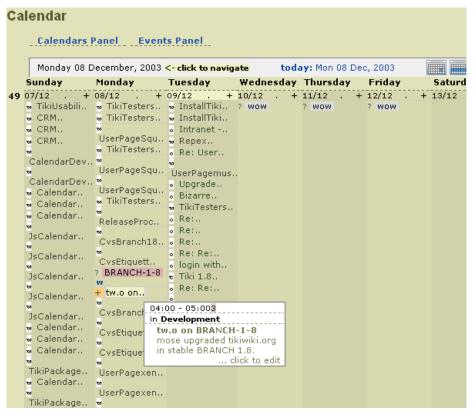
- Date format
- Week #
- Days of the week
- Events
  - Basic Information
    - Meaning/Definition
    - Assigned tool calendar(s)

Linked page name (if applicable)



Week View - Basic Information

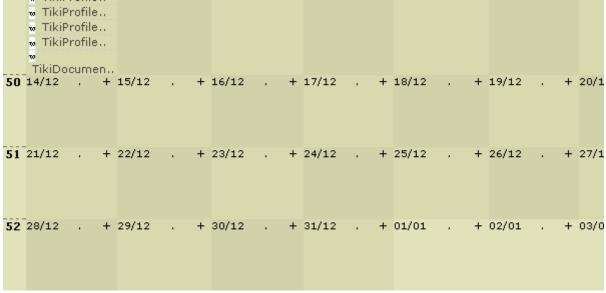
- Detail Information
  - Meaning/Definition
  - Exact time
  - Assigned tool calendar(s)
  - Event description
  - Who made the modification



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) /}

#### Related pages

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