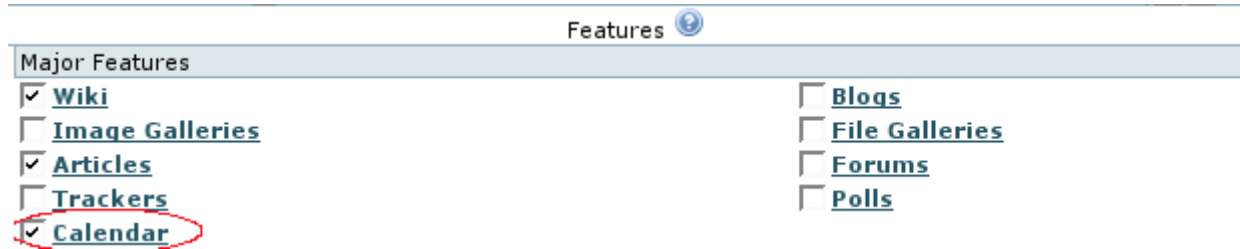




Calendar Admin

Enabling the Calendar Feature

From the Administration: Administration page, click on the features icon. The calendar feature is enabled by clicking the check box in the top section of the admin page, then saving your changes. You now should see a Calendar item when you expand the Admin menu.




Configuring the Global Calendar Settings

You can select the Calendar settings through the Main Application menu "Admin home > Calendar (icon)"  or  (which will lead you to **tiki-admin.php?page=calendar**)




Administration: Calendar

Calendar settings



Tip
To add/remove calendars, look for "Calendar" under "Admin" on the application menu, or [Click Here](#).

Calendar settings

Group calendar sticky popup	<input type="checkbox"/>
Group calendar item view tab	<input checked="" type="checkbox"/>
Default view mode	Month 
Calendar manual selection of time/date	<input type="checkbox"/>
JsCalendar	<input checked="" type="checkbox"/>
First day of the week	Depends user language 
Split hours in periods of	5 minutes 
First year in the dropdown, either year number, or relative to current year (+/- N) <i>if no jscalendar</i>	<input type="text" value="+0"/>
Last year in the dropdown, either year number, or relative to current year (+/- N) <i>if no jscalendar</i>	<input type="text" value="+3"/>

[Change settings](#)

Group Calendar Sticky Popup

Group Calendar Item View Tab

Default View Mode

Calendar Manual Selection of time/date

JSCalendar

First Day of the Week

Split hours into periods of

If enabled the calendar stays on screen after the mouse is moved away from event date

[Help](#) needed for this item

Choose from "Day, Week, Month, Quarter, Semester, Year"

[Help](#) needed for this item

Use a JavaScript calendar widget for event time/date entry

Choose from Saturday, Sunday, Monday or set it dependent on the language used

Choose from 1, 5, 10, 15, and 30 minutes

First/Last Year in the dropdown

Allows the admin to set how many years are shown in the dropdown box for year when entering events. Set it to -1 if you want last year visible, 0 if just want this year visible. **Note:** These fields are not active if you select JScalendar for event input.

Create or edit calendars

Click on "Admin > Calendar" to go to Calendar Admin (**tiki-admin_calendars.php**).

There are two sections (tables) to this screen:

Admin Calendars 🗝️

List of Calendars

Find

ID	name	loc	participants	cat	lang	prio	subscription	perso			
13	<u>W-G02-Calendar</u>	y	y	y	n	y	n	n	🗝️	✖	✎
12	<u>W-G01-Calendar</u>	y	y	y	n	y	n	n	🗝️	✖	✎
11	<u>prova-Calendar</u>	y	y	y	n	y	n	n	🗝️	✖	✎
7	<u>Professorat-Calendar</u>	y	y	y	n	y	n	n	🗝️	✖	✎
17	<u>LiPUWi-G01-Calendar</u>	y	y	y	n	y	n	n	🗝️ ₄	✖	✎

Create/edit Calendars

Categorize	[show categories hide categories]
Name:	<input type="text"/>
Description:	<input type="text"/>
Custom Locations:	<input type="text" value="no"/>
Custom Participants:	<input type="text" value="no"/>
Custom Categories:	<input type="text" value="no"/>
Custom Languages:	<input type="text" value="no"/>
Custom Subscription List:	<input type="text" value="no"/>
Custom Priorities:	<input type="text" value="no"/>
Personal Calendar:	<input type="text" value="no"/>
<input type="button" value="Save"/>	

The following selections enable custom pulldown menus for additional descriptive fields:

- **Custom Locations:**
- **Custom Categories:**

***Please note:** from v6.0 the label "Custom Categories" is changed to "Custom Classifications" to avoid confusion with permission categories.*

Other selections control specialized features:

- **Custom Participants:** - only a specified list of registered users can use the calendar.
- **Custom Languages:** - language selection from pulldown menu of available languages.

- **Custom Priorities:** - select priority from 1-9.
- **Personal Calendar:** - controls whether only the owner of the calendar will have access to this calendar.

Assigning permissions

Assign permissions to calendar LiPUWi-G01-Calendar

[back](#)

Current permissions for this object:

group	permission	action
Anonymous	tiki_p_view_calendar	✗
Anonymous	tiki_p_view_tiki_calendar	✗
Registered	tiki_p_add_events	✗
Registered	tiki_p_change_events	✗

Assign permissions to this object

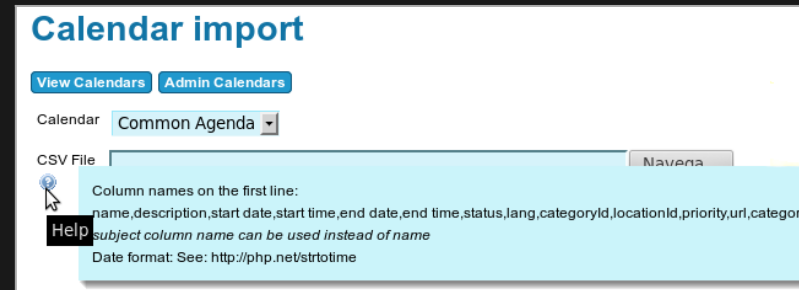
assign to group:

RSS **Image Galleries** **RSS** **File Galleries** **RSS** **Forums**

- tiki_p_view_tiki_calendar
- tiki_p_view_calendar
- tiki_p_change_events
- tiki_p_admin_calendar
- tiki_p_add_events

Import a list of events

You can import a list of events in a csv (Comma Separated Values) file, through **tiki-calendar_import.php**.



Click to expand

- Column names on the first line:

`name,description,start date,start time,end date,end`

`time,status,lang,categoryId,locationId,priority,url,categoryId`

- *subject column name can be used instead of name*
- Date format: See <http://php.net/strtotime>

Personal calendar

The personal calendar is a calendar where an event is only visible by the user that creates it. Physically it is a big unique calendar in the database that contains all the events. An event is displayed only for his creator. A personal calendar has special perms that needs to be reserved to work correctly. The admin can choose a name for a personal calendar. You can have more than one personal calendar.

Urls

- the url to add an event directly to an specific calendar is
tiki-calendar_edit_item.php?calendarId=5, if 5 is the id of the calendar where you want the event to be stored
- The url to display one calendar is
tiki-calendar.php?calIds=5, if 5 is the id of the calendar you want to display
- To display more than one calendar
tiki-calendar.php?calIds[]=5&calIds[]=1, if 5 and 1 are the calendar ids
- To display all the calendars
tiki-calendar.php?allCals=y
- To display the calendars in mode list
tiki-calendar.php?viewlist=list

Other value for viewlist is table

- To display the calendars in mode list

tiki-calendar.php?viewmode=month

Other values for viewmode are day, week, month, quarter, semester, year

- Any of the above parameters can be cumulated

tiki-calendar.php?viewlist=list\$calIds[]=5

Related pages

- [Calendar](#)
- [Calendar User](#)
- [Calendar Details](#)
- [Js Calendar](#)
- [Module calendar_new](#)