

# Filter Your Online Event Calendar [Share](#)

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We recommend you review the [Link to Your Online Event](#) article before moving forward with these additional filter options for your online Event Calendar.

The online Event Calendar shows your customers, at a glance, what events are happening at your site. It can be added to your website using the *External Event Calendar Link*. You can use additional HTML (code) to filter your calendar and display different information. The default settings for calendar codes are *Status* = **Open**, **Unavailable**, and **Notice**.

- ★ If you want an Event Calendar to display a different Status, you can do that.
- ★ If you have multiple Business Locations, you may want to show a separate calendar for each Location – you can do that too!
- ★ If you have several different Category 1's (Cat1) for different Event Types, you can also show a calendar for each one separately.

This is called filtering. The additional code provided below tells Jackrabbit to display only the events with a certain *Status*, *Location*, *Cat1*, or *Event Type*.

The examples below show the code that must be added at the end of the **External Event Calendar Link** after the **OrgID** to limit the items shown on your calendar.



When you filter the calendar for an Event Type, you can only use ONE Event Type at a time. However, the Cat1 and Loc filters can be combined into the same code.

Filter by	Sample Code
Location (Loc)	Add to the end of the Event Calendar URL: <b>&amp;loc=(your loc code)</b>
	The loc code can be found on the <i>Manage Locations</i> page from the <i>Gear</i> icon > <i>Settings</i> > <i>General</i> > <i>Business Locations</i> .
	<b>Sample hyperlink:</b> <a href="https://app.jackrabbitclass.com/eventcalendar.asp?orgid=9209&amp;loc=JRT">https://app.jackrabbitclass.com/eventcalendar.asp?orgid=9209&amp;loc=JRT</a>
Category 1 (Cat1)	Add to the end of the Event Calendar URL: <b>&amp;cat1=(your cat1 code)</b>
	<b>Sample hyperlink:</b> <a href="https://app.jackrabbitclass.com/eventcalendar.asp?orgid=9209&amp;cat1=Parties">https://app.jackrabbitclass.com/eventcalendar.asp?orgid=9209&amp;cat1=Parties</a>

Status	Add to the end of the Event Calendar URL: <b>&amp;status=(Status)</b>
	<b>Sample hyperlink:</b> <a href="https://app.jackrabbitclass.com/eventcalendar.asp?orgid=9209&amp;status=Notice">https://app.jackrabbitclass.com/eventcalendar.asp?orgid=9209&amp;status=Notice</a>
Date	Add to the end of the Event Calendar URL: <b>&amp;date=(mm/dd/yyyy)</b>
	<b>Note:</b> The date filter will only pull the month and year for the calendar.  <b>Sample hyperlink:</b> <a href="http://app.jackrabbitclass.com/eventcalendar.asp?orgid=9209&amp;date=04/01/2014">http://app.jackrabbitclass.com/eventcalendar.asp?orgid=9209&amp;date=04/01/2014</a>
Event Type (etype)	Add to the end of the Event Calendar URL: <b>&amp;etype=(your Event Type ID)</b>
	The Event Type ID is located on the bottom left of all pages in the <i>Event Type</i> record.  <b>Sample hyperlink:</b> <a href="https://app.jackrabbitclass.com/eventcalendar.asp?orgid=9209&amp;etype=12345">https://app.jackrabbitclass.com/eventcalendar.asp?orgid=9209&amp;etype=12345</a>

## Create Calendar Header Text

If you decide to filter by Event Type, the last option in the table above, you have the ability to add a custom Calendar Header. This ONLY applies when the online calendar is being filtered by Event Type.

You will find this setting in the *Events* menu. Go to **Events > List Event Types** (click on an *Event Type*) > **Summary** (tab) and enter the information for the Header Text.

Display On Calendar

Display on Internal Calendar
Yes ▼

Calendar Label
Monthly Swim Parties

Display to Customers
No ▼ ?

Calendar Header
We host the BEST Parties in Town! Sign Up Below!

You have the ability to add a custom *Header Text* in the calendar.  
This only applies when the online calendar is filtered by etype.

[More...](#)

The *Calendar Label* and *Calendar Header* text will show at the top of the Event Calendar online when filtered by Event Type (etype).



Check out the article, [Link Directly to a Specific Event \(Bypass the Calendar\)](#) when you want to promote a single event. You can create a link to register for an event and use it on your website or send out an email announcement.

