GETTING STARTED

Location

Alerts are controlled within Showtime under Website > Alerts. Click on the Add Alert button to create a new alert.

Alert Types

There are two types of alerts:

1. Text Alerts: This is a great way to alert patrons to on sales, important news items, or other announcements, such as inclement weather alerts.

2. Overlays: Overlays, or splash pages, are a visually dramatic way to bring attention to patrons about exciting things happening at your venue.

CREATING ALERTS

Text Alerts

In Showtime, navigate to the Alerts module and click on the Add Alert button in the top right corner.

Title: Displays within the alert itself.

Alert Type: Choose Alert for Text Alerts

*__Alert Location__: Choose where you would like the alert to be displayed.

Additional fields will display based on your section.

Start and End Date: Schedule when you would like the alert to appear.

Link: Add a URL to make the alert clickable.

Button Title: If you add a link, assign appropriate text for the call to action.

Description: Enter additional details.

*Add on feature. Default is the homepage, but we offer the ability to add text alerts to Event Detail Pages, Venue Detail Pages, Concierge items, and interior Pages.

CREATING ALERTS

Overlay

Selecting Overlay for the Alert Type will reveal a new field for Image.

Title: Does not display on the front end.

Alert Type: Choose Overlay

Image: Click on the Add button to chose an image from your media gallery or to upload a new image.

***Alert Location**: Choose where you would like the alert to be displayed.

Additional fields will display based on your section.

Start and End Date: Schedule when you would

Link: Add a URL to make the

*Add on feature. Default is the homepage, but we offer the ability to add text alerts to Event Detail Pages, Venue Detail Pages, Concierge items, and interior Pages.

**Add on feature. Overlay normally does not include a button.

Button Title: If you add a link, assign appropriate text for the call to action.