Visitor Guide and Interactive Visitor Guide

The Visitor Guide module is the database for all of the concierge items on your site, including hotels and restaurants. By adding items here, they can be brought back as a list on any page of your site.

We'll also cover the Interactive Visitor Guide later on in this video, which is a premium add-on that displays featured locations around your venue visually on the map, all conveniently pulled from the Visitor Guide module. If you're here to learn more about the Interactive Visitor Guide, feel free to skip ahead.

Listing Page

To edit the listings in your Visitor Guide, navigate to the module under the Website tab. Here, you can search items by name or filter them by category. Use the hamburger icon to drag and drop into the desired order. As with many other modules in Showtime, you can edit individual items by clicking the pencil icon, delete items by clicking the trash icon, and publish or unpublish individual items by toggling them on and off. To add a new item, click Add New to start fresh.

Adding a New Item

To create a new visitor guide item, fill out the available fields. At a minimum, you must give each item a title and category. The description, link, and thumbnail fields are optional.

Location

Once you've filled in the information under the summary tab, select the location tab. The default address for each item will be your organization's address. Enter the address of the individual listing and click "Map It." A map will appear with a pin at the location. The pin is where GPS will send people. Google controls the pin, so it will drop the pin where Google believes the location is. If the pin isn't precisely where you want to send people, go ahead and move the pin to the exact location.

The address fields below the map determine how the address will display on the site. These fields will automatically fill in based on how the address is listed with Google, but it can be updated as needed.

The pin placement determines the latitude and longitude fields. If the pin is moved, these fields will update automatically.

Add a fax number and/or email address if desired.

Interactive Visitor Guide

The interactive visitor guide is a premium feature that can be added to almost any carbonhouse site. As an upgrade to the standard map and Visitor Guide, this tool offers users a visual guide to featured locations around your venue, like hotels and restaurants, that includes pins with icons for all your different categories.

To use the Interactive Visitor Guide, add the map content item to the desired page. Open the content item's settings and under "Layout," select "Interactive."

This feature works in tandem with the standard Visitor Guide if both are added to the same page. For example, if the Visitor Guide content item filtered to hotels is added to the same page as the Interacttional categories if desired. If there are no Visitor Guide content items on the page, the map will higive Visitor Guide, the map will automatically highlight all hotels and the user can select addihlight all categories and the user can deselect categories to narrow the view.

Still have questions? Check out the related help desk articles provided in the Training Dashboard. For more information pertaining to your site specifics, reference the Documentation widget in Showtime. To learn more about adding this premium feature to your site, or for any questions not covered by our available resources, please contact the help desk.