

Post an Event

When you would like to add something to the calendar, this is called “Add content” and can be found under your name on the right hand side of the screen.

The screenshot shows the Our Time Bank website interface. At the top, there is a navigation bar with links for Docs, FAQ, Contact Us, Galleries, and Upcoming events. Below this is a search bar. The main navigation bar includes News, Offers, Wants, Members, Transactions, and Community tasks. The central content area features a calendar for May 2016, a 'News' section with a 'Welcome to OTB's new system!' announcement, and a list of 'Upcoming events'. On the right side, there is a user menu titled 'Use the site as' which lists options like 'My account', 'Make a payment', 'Register offer', 'Register want', 'Add content', and 'Log out'. A red arrow points to the 'Add content' option in this menu.

Click on the “Add content” and it will take you to this screen:

The screenshot shows the 'Add content' screen on the Our Time Bank website. The page title is 'Add content'. Below the title, there are three options: 'Event', 'Offer/want', and 'Photo'. A red arrow points to the 'Event' option. The 'Event' option is described as 'Content type with date field'. The 'Offer/want' option is described as 'Something which could meet a need in the community'. The 'Photo' option is described as 'Image categorised into galleries'. On the right side, there is a user menu titled 'Use the site as' which lists options like 'My account', 'Make a payment', 'Register offer', 'Register want', 'Add content', and 'Log out'. The 'Add content' option is highlighted in this menu.

Click on “Event” and it will take you to this next screen. Please enter the pertinent information. The system would like you to enter the time in military time. For times after 12 noon, you would add 12 to the time. An example of this would be: 5pm = 17:00.



Latest wants

- Teach me to make jam – Tutorial Tutorial
 - internet/computer help – Deborah Alpert
 - Help with WiFi – Deborah Alpert
 - Outreach to Wellness Nuts – Michelle Wong
 - NEED HELP CONNECTING MY NEW FITBIT TO MY COMPUTER. – Marcia Machol
- [plus](#)

Latest offers

- Learn how to make jams and jellies at home – Tutorial Tutorial

Create Event

Title *

DATE *

Date 2016-05-11 <small>E.g., 2016-06-11</small>	Time 17:00 <small>Use the up/down keys</small>
--	---

Details

B I

Please join us for an informal potluck to...

Use the site as

You are masquerading as *Tutorial Tutorial*.

Quick switches:

- Switch back

Tutorial Tutorial

- My account
- Make a payment
- Register offer
- Register want
- Add content
- Log out

Continue filling out the information for the event. You can choose to upload an image, or an attachment such as a flyer. Please don't hit the "Broadcast" option unless truly urgent or you have permission from a coordinator. This option sends our entire membership an email, so we don't want to use this lightly.

Latest offers

- Learn how to make jams and jellies at home – Tutorial Tutorial
 - FREE Plant Pots – Patricia Martinez
 - Garden helper – Carla Truax
 - Guitar tuning and re-stringing – Carla Truax
 - Sourdough Bread Making Lesson – Michelle Weiner
- [plus](#)

Transactions

- Tutorial Tutorial gave Taught how to make jam
 - Namdar Bolour gave Consultation/Advice.
 - Janet Louie gave Help moving
 - Nicky Bregman gave Thank you again for the ride!
 - Nicky Bregman gave Booking potluck venues
- [more](#)

Details

B I

Please join us for an informal potluck to...

body p

[Switch to plain text editor](#)

Image

No file chosen

Select an Image to upload.
Files must be less than 2 MB.
Allowed file types: png gif jpg jpeg.
Images must be between 400x300 and 1024x768 pixels.

FILE ATTACHMENTS

Add a new file

No file chosen

Files must be less than 3 MB.
Allowed file types: jpg jpeg gif png txt doc xls pdf ppt pps odt ods odp xlsx docx.

BROADCAST

This can only be broadcast once. Images cannot be included in broadcast mails

Send to

--Choose--

Choose a segment of the site's membership

- Make a payment
- Register offer
- Register want
- Add content
- Log out

Recent comments

- Our Time Bank said "The Potluck is located at:"
- Our Time Bank said "The Potluck will be at:"
- Our Time Bank said "The Westside Repair Café will"

Number of active members

We are 151 members

Who's online

- There is currently 1 user online.
- Tutorial Tutorial

When you're done, hit "Preview" to take a look or "Save." It will take you to a confirmation screen like this:



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message: Event *Potluck dinner to celebrate our new website* has been created.

Potluck dinner to celebrate our new website

View Edit

Date:

Wednesday, May 11, 2016 – 5:00pm

Please join us for an informal potluck to....

Add new comment

Comment *

Source

Format **B** **I** **U** **S** x_n x^2 $\int x$ \sum \prod $\frac{1}{x}$ $\frac{1}{x^2}$ $\frac{1}{x^3}$ $\frac{1}{x^4}$ $\frac{1}{x^5}$ $\frac{1}{x^6}$ $\frac{1}{x^7}$ $\frac{1}{x^8}$ $\frac{1}{x^9}$ $\frac{1}{x^{10}}$ $\frac{1}{x^{11}}$ $\frac{1}{x^{12}}$ $\frac{1}{x^{13}}$ $\frac{1}{x^{14}}$ $\frac{1}{x^{15}}$ $\frac{1}{x^{16}}$ $\frac{1}{x^{17}}$ $\frac{1}{x^{18}}$ $\frac{1}{x^{19}}$ $\frac{1}{x^{20}}$ $\frac{1}{x^{21}}$ $\frac{1}{x^{22}}$ $\frac{1}{x^{23}}$ $\frac{1}{x^{24}}$ $\frac{1}{x^{25}}$ $\frac{1}{x^{26}}$ $\frac{1}{x^{27}}$ $\frac{1}{x^{28}}$ $\frac{1}{x^{29}}$ $\frac{1}{x^{30}}$ $\frac{1}{x^{31}}$ $\frac{1}{x^{32}}$ $\frac{1}{x^{33}}$ $\frac{1}{x^{34}}$ $\frac{1}{x^{35}}$ $\frac{1}{x^{36}}$ $\frac{1}{x^{37}}$ $\frac{1}{x^{38}}$ $\frac{1}{x^{39}}$ $\frac{1}{x^{40}}$ $\frac{1}{x^{41}}$ $\frac{1}{x^{42}}$ $\frac{1}{x^{43}}$ $\frac{1}{x^{44}}$ $\frac{1}{x^{45}}$ $\frac{1}{x^{46}}$ $\frac{1}{x^{47}}$ $\frac{1}{x^{48}}$ $\frac{1}{x^{49}}$ $\frac{1}{x^{50}}$ $\frac{1}{x^{51}}$ $\frac{1}{x^{52}}$ $\frac{1}{x^{53}}$ $\frac{1}{x^{54}}$ $\frac{1}{x^{55}}$ $\frac{1}{x^{56}}$ $\frac{1}{x^{57}}$ $\frac{1}{x^{58}}$ $\frac{1}{x^{59}}$ $\frac{1}{x^{60}}$ $\frac{1}{x^{61}}$ $\frac{1}{x^{62}}$ $\frac{1}{x^{63}}$ $\frac{1}{x^{64}}$ $\frac{1}{x^{65}}$ $\frac{1}{x^{66}}$ $\frac{1}{x^{67}}$ $\frac{1}{x^{68}}$ $\frac{1}{x^{69}}$ $\frac{1}{x^{70}}$ $\frac{1}{x^{71}}$ $\frac{1}{x^{72}}$ $\frac{1}{x^{73}}$ $\frac{1}{x^{74}}$ $\frac{1}{x^{75}}$ $\frac{1}{x^{76}}$ $\frac{1}{x^{77}}$ $\frac{1}{x^{78}}$ $\frac{1}{x^{79}}$ $\frac{1}{x^{80}}$ $\frac{1}{x^{81}}$ $\frac{1}{x^{82}}$ $\frac{1}{x^{83}}$ $\frac{1}{x^{84}}$ $\frac{1}{x^{85}}$ $\frac{1}{x^{86}}$ $\frac{1}{x^{87}}$ $\frac{1}{x^{88}}$ $\frac{1}{x^{89}}$ $\frac{1}{x^{90}}$ $\frac{1}{x^{91}}$ $\frac{1}{x^{92}}$ $\frac{1}{x^{93}}$ $\frac{1}{x^{94}}$ $\frac{1}{x^{95}}$ $\frac{1}{x^{96}}$ $\frac{1}{x^{97}}$ $\frac{1}{x^{98}}$ $\frac{1}{x^{99}}$ $\frac{1}{x^{100}}$

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Our Time Bank said "The Potluck is located ..."

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