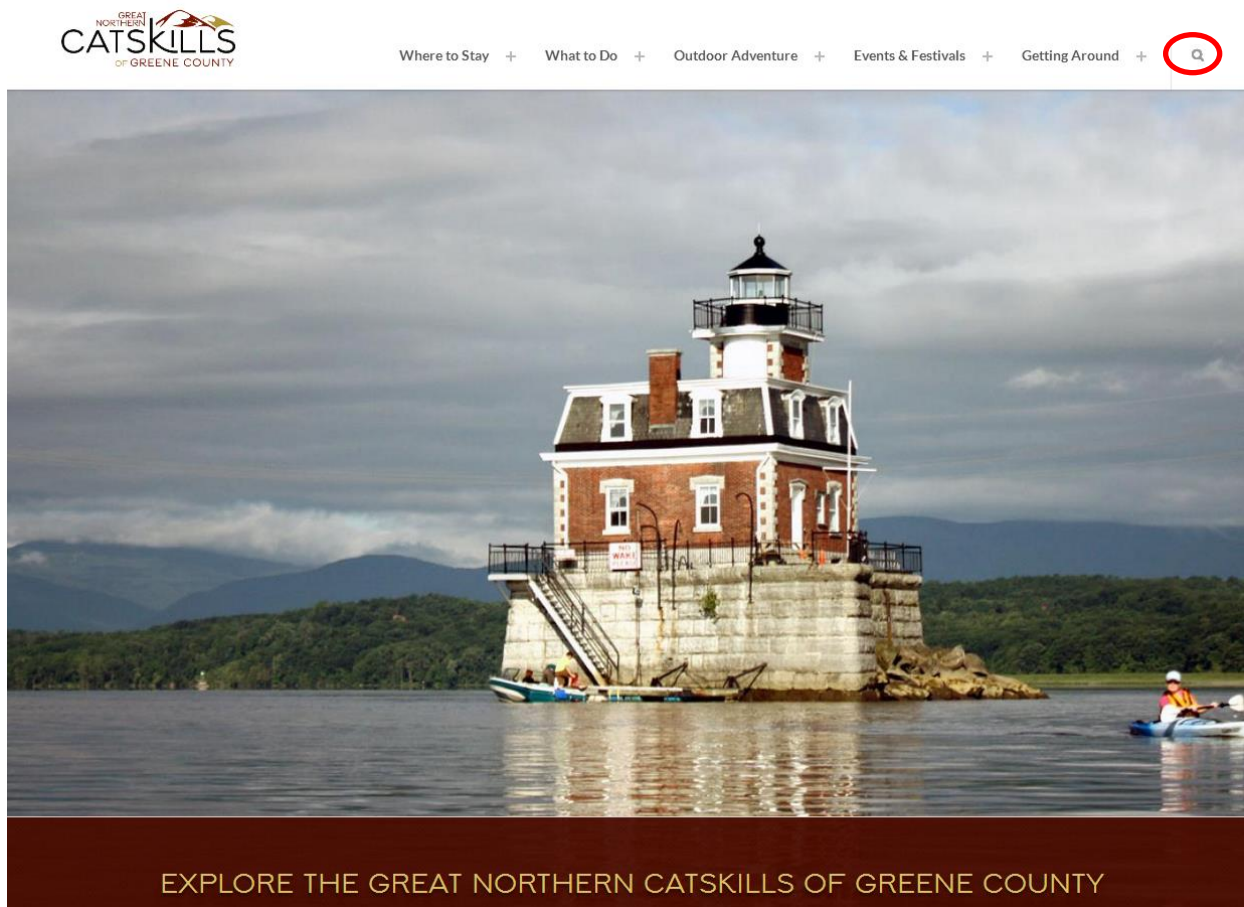


Featured Listing

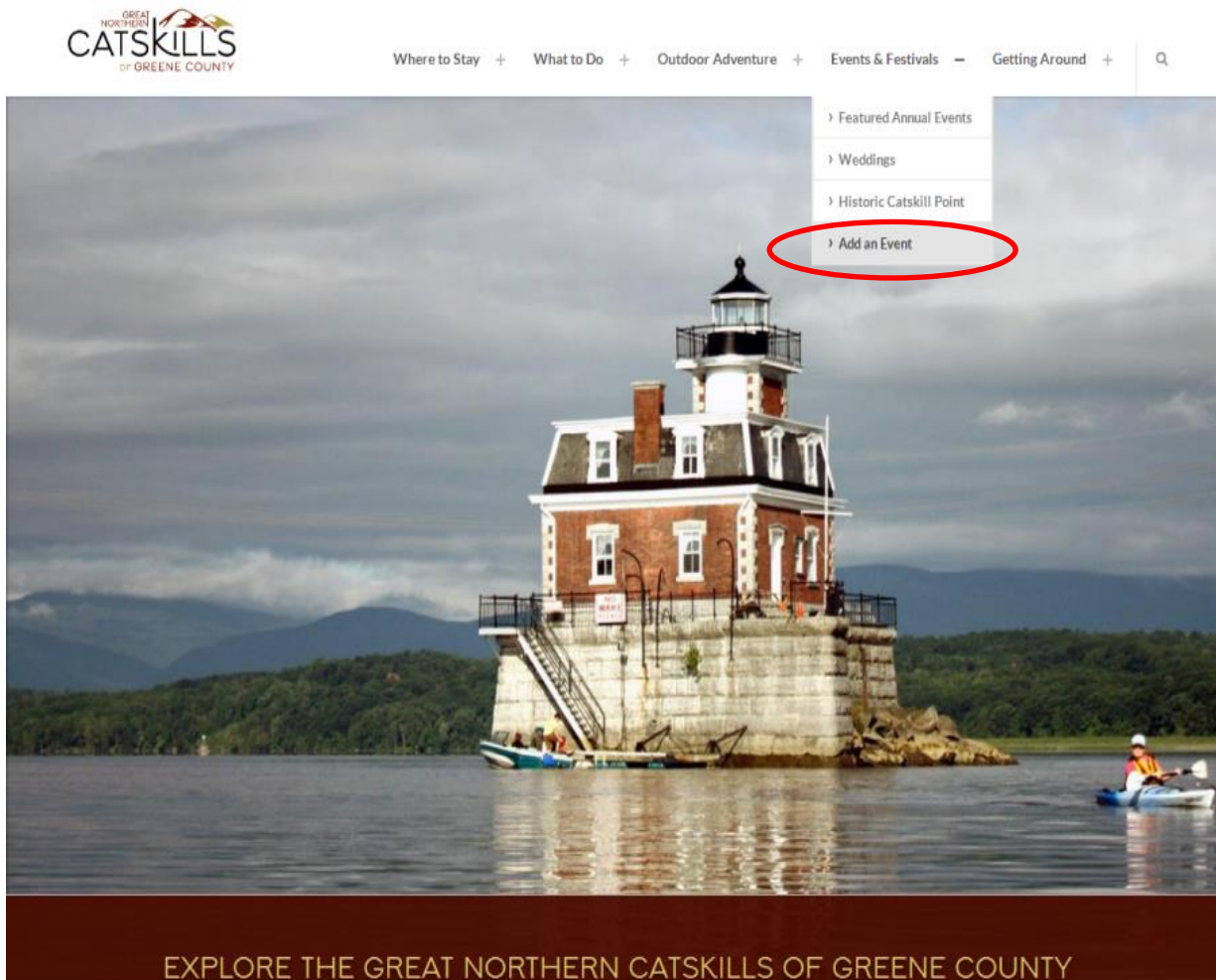
Every tourism business has a listing on www.greatnortherncatskills.com. Can't find your listing? You can use the search field located on the upper right-hand corner of the page (click on the magnifying glass).



Review you're listing to ensure the content is accurate. All listings have the ability to include photos and videos. If you have any edits to the content or would like to feature photos and videos, please email tourism@discovergreene.com. Photo files must be less than 2MB. Allowed file types are png, gif, jpg, jpeg.

Submitting an Event:


Click the plus sign next to Events and Festivals tab to get the dropdown menu, then select 'Add an event.'




Complete all areas with an asterisk.


Title = Name of event

Teaser = Short description of one to two sentences of event (recommendations: dates, times, one or two sentences about the event). This copy will be featured when visitors are searching events in the area.



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Add Your Event




Your event will be posted on the Great Northern Catskills website and in our printable e-Calendar.

You must notify this office at 943-3223 of any changes or cancellations. Use the form below to attach your high resolution horizontal pictures and we will post with your event. If this is a non-related tourism event, please contact you local media directly. Only events occurring in Greene County, NY will be accepted.

TITLE *

TEASER



Path: p

Enter a short summary for this event. It will be displayed in search results and on the main events page.
This field will be limited to 280 characters.
If this field is not filled out a truncated version of the main event description will be used. Warning: all styling will be removed from the truncated copy, so it may look strange. It is recommended that you use this field instead of relying on the truncation.

EVENTS & FESTIVALS

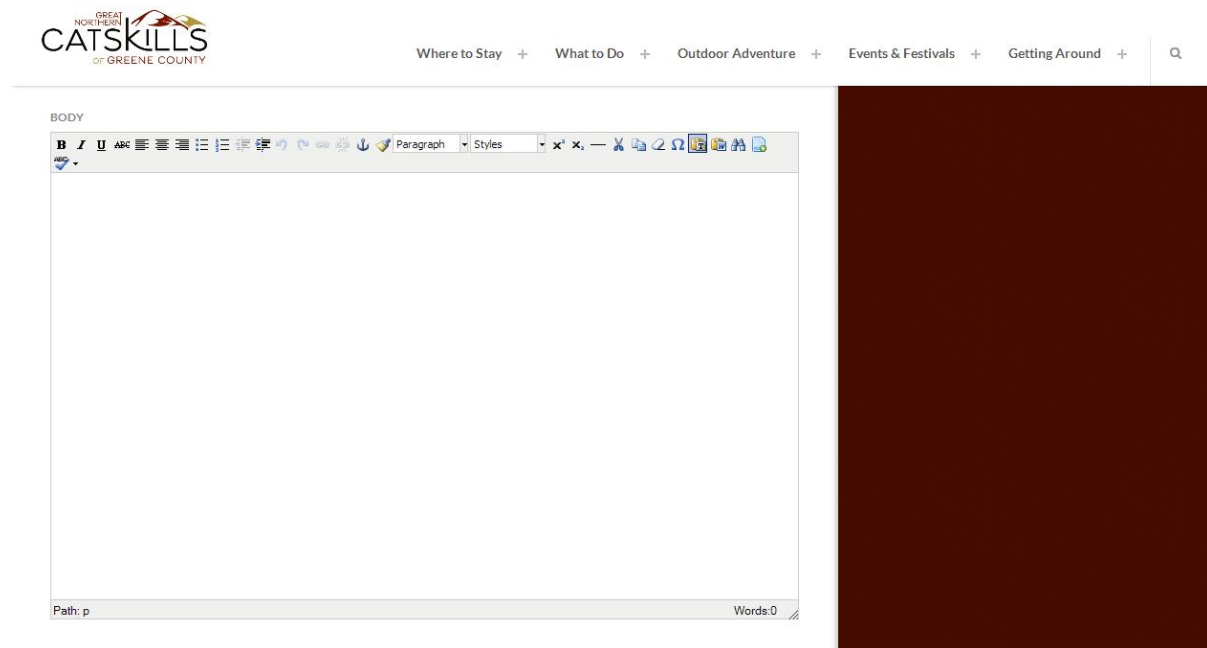
[› Featured Annual Events](#)

[› Weddings](#)

[› Historic Catskill Point](#)

[› Add an Event](#)

Body = Full description of the events (go into details on performers, things for kids to do, etc.)



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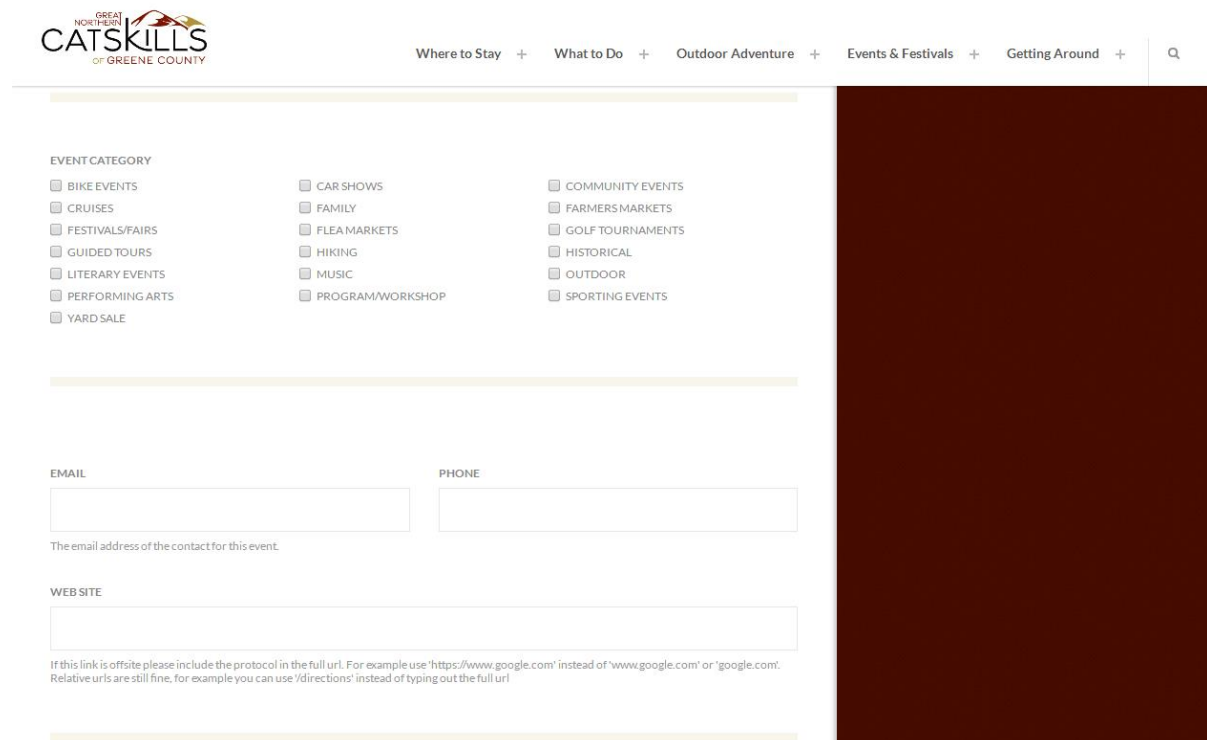
BODY

Path: p Words: 0

Event Category = Please click all that apply to the event you are submitting

Email and Phone = Include the person that can handle questions from the public (i.e., event coordinator)

Website = If you have only have a Facebook page include that here



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EVENT CATEGORY

☐ BIKE EVENTS ☐ CAR SHOWS ☐ COMMUNITY EVENTS

☐ CRUISES ☐ FAMILY ☐ FARMERS MARKETS

☐ FESTIVALS/FAIRS ☐ FLEA MARKETS ☐ GOLF TOURNAMENTS

☐ GUIDED TOURS ☐ HIKING ☐ HISTORICAL

☐ LITERARY EVENTS ☐ MUSIC ☐ OUTDOOR

☐ PERFORMING ARTS ☐ PROGRAM/WORKSHOP ☐ SPORTING EVENTS

☐ YARD SALE

EMAIL

PHONE


The email address of the contact for this event.

WEB SITE

If this link is offsite please include the protocol in the full url. For example use 'https://www.google.com' instead of 'www.google.com' or 'google.com'.
Relative urls are still fine, for example you can use '/directions/' instead of typing out the full url

Images = This is a great way to showcase your event. Click on “Choose File” to select the image you would like to include. Then click on “Upload.” Remember, the file cannot be higher than 2MB. Allowed file types are png, gif, jpg, jpeg.

YouTube ID = If you would like to share a video from your YouTube channel enter your ID here.



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IMAGES

Select any images that go along with this event. The first image will be output as a featured image at the top of the event page and as a preview image for the event whenever it is listed elsewhere on the site. Any additional images will be output in a photo gallery in the event information section. You may have up to 9 images associated with this event.
For the best results the images should be high quality and wider than they are tall.

ADD A NEW FILE

Choose File

No file chosen

Upload

Files must be less than 2 MB.
Allowed file types: png gif jpg jpeg.
Images must be larger than 300x200 pixels.

YOUTUBE ID

Enter the YouTube video ID. This is the string of 11 characters at the end of the YouTube URL of the video after the ?v=, Given the example URL below, the video ID you would enter would be KNTJAVku5Uw
E.g. <http://www.youtube.com/watch?v=KNTJAVku5Uw>

By submitting this form, you accept the [Mollom privacy policy](#).

Dates *	Venue
EVENT OCCURRENCES *	
DATE RANGE Select the date range of this occurrence. You can show the full event as one occurrence, or you can split it up by day. If you split it up by day you will be able to add descriptions and titles for each set of dates. You can also use this field to show recurring events. For example a chess tournament that has matches every Saturday and Sunday.	
FROM: * <div>21 April, 2014</div>	TO: * <div>21 April, 2014</div>
HOURS <div></div>	
TITLE OVERRIDE <div></div> <p>Optional: Use this field to show a different title for this occurrence. For example, if the second day of a concert has a different headline use this field to differentiate between the two.</p>	
DESCRIPTION OVERRIDE <div></div> <p>Optional: Use this field to show a different description for this occurrence. For example, describe the second day headlines here.</p>	
<div>Remove</div>	
<div>Add another set of dates</div>	


Notice there are two tabs in this part: Date & Venue


Venue = If the location is at an existing tourism property you can select its location, if not choose “none” and complete Event Location

Event Location / Address / City / Zip = complete only if the event is not at an existing tourism property

To preview event click on “Preview”

To submit event click on “Save”



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Dates * **Venue**

Select the venue hosting this event. If there is no associated venue use the freeform text fields instead.

VENUE

- None -

Select the Event Venue where this event will take place. The fields below are provided if you would like to override any of the venue information for this event. For example if the address is slightly different depending on what part of the venue is being utilized.

EVENT LOCATION

If a venue is selected this field will not be output.

ADDRESS






CITY

STATE

NY

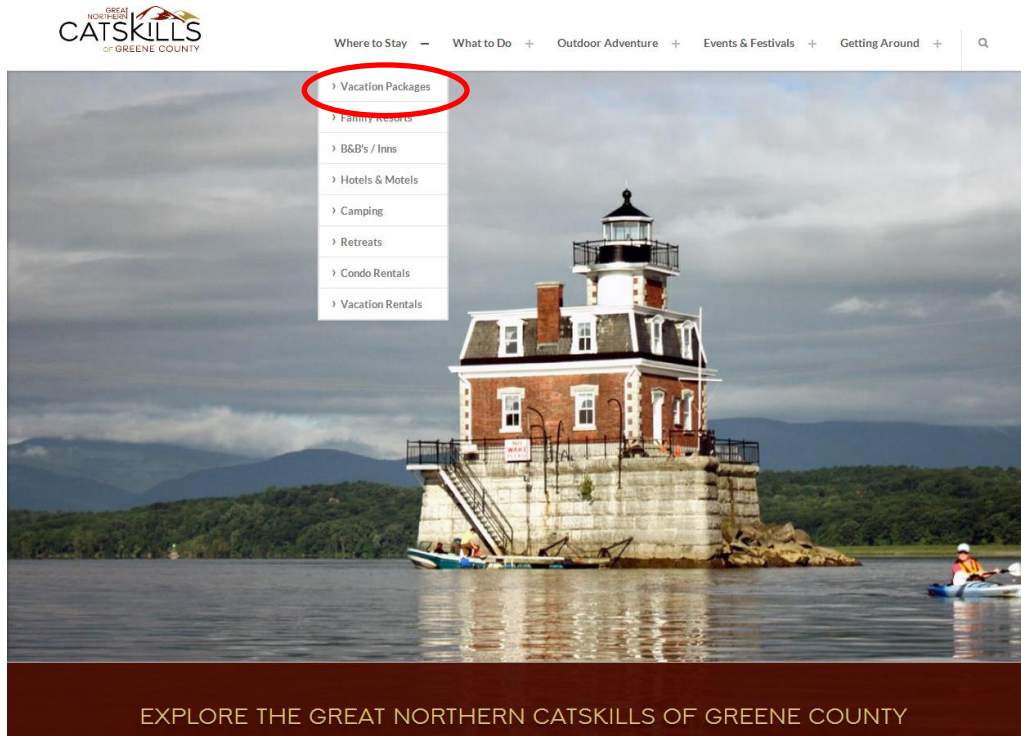
ZIP

SavePreview

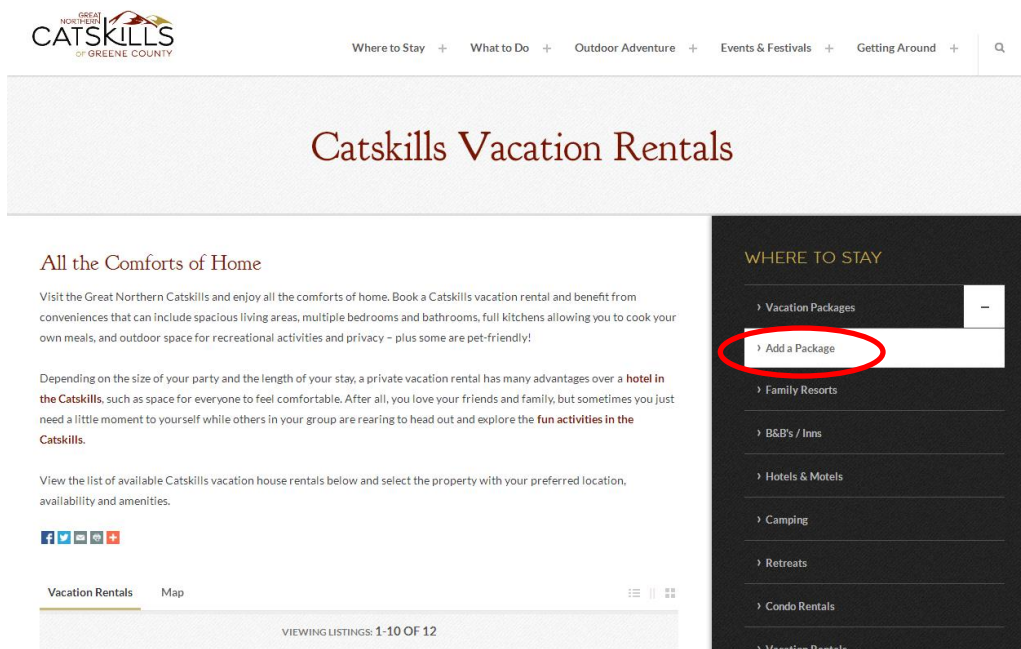


Submitting a Package:

Click the plus sign next to Where to Stay tab to get the dropdown menu, and then select 'Vacation Packages'.



Click 'Add a Package'. If you don't see it under Vacation Packages, click on the plus sign to the right of Vacation Packages to get the dropdown menu, then select 'Add a Package.'



Title = Package Name (i.e., Stay two nights, get one free; buy two admissions, get one free; etc.)

Teaser = Short description of one to two sentences of package (recommendations: feature the fun stuff that the visitor will receive). This copy will be featured when visitors are searching events in the area.

The screenshot shows the 'Add a Package' form on the Catskills of Greene County website. The header includes the logo and navigation links: 'Where to Stay', 'What to Do', 'Outdoor Adventure', 'Events & Festivals', and 'Getting Around'. The form title is 'Add a Package'. Below the title, a note says 'Use the form below to submit a package to our tourism staff.' The form has three main sections: 'TITLE', 'TEASER', and 'BODY'. The 'TITLE' section has a text input field. The 'TEASER' section has a rich text editor with a toolbar and a text area. The 'BODY' section has a rich text editor with a toolbar and a text area. The 'BODY' section also includes a word count 'Words: 0' and a note: 'Enter a short summary for this package to be displayed in search results. This field will be limited to 280 characters. If this field is not filled out a truncated version of the body will be used. Warning: all styling will be removed from the truncated copy, so it may look strange. It is recommended that you use this field instead of relying on the truncation.'


Body = Full description of the package (go into details on what they need to do, requirements they must meet, etc.)

This screenshot shows the 'BODY' section of the 'Add a Package' form. It features a rich text editor with a toolbar and a large text area for the full description of the package. The word count 'Words: 0' is visible at the bottom right of the text area. The rest of the form structure, including the header and other sections, is consistent with the previous screenshot.

Images = This is a great way to showcase your event. Click on “Choose File” to select the image you would like to include. Then click on “Upload.” Remember, the file cannot be higher than 2MB. Allowed file types are png, gif, jpg, jpeg.

Date Range = Enter the dates the visitor can redeem the package. Note change to below: the package will only be displayed until the end date has passes, and then it will be deleted (it will not be available in the admin)

Email and Phone = Include the person that can handle questions from the public



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IMAGE

Choose File

No file chosen

Upload

Files must be less than 2 MB.
Allowed file types: png gif jpg jpeg.

DATE RANGE

The package will only be displayed until the end date has passed, then it will be unpublished and available only in the admin.

FROM:

22 April, 2014

TO:

22 April, 2014

EMAIL

PHONE

Input the email contact for this package

Link URL = Include the web address where additional information can be found. If you have only have a Facebook page include that here.


Rates = Include the entire cost of the package


Restrictions = Enter restrictions here (i.e., no weekends, only redeemable one time per person, etc.)

Attached Listing = If necessary, select the attraction that the offer is associated with.

Remove = Clicking this will remove the information above.

Add Another Item = To enter another package click here.



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LINK URL

Does this package have a website associated with it? If so please enter it here. Be sure to include the protocol, for example use <http://www.google.com> instead of www.google.com or [google.com](http://www.google.com)


RATES

RESTRICTIONS

ATTACHED LISTINGS *

ASSOCIATED LISTING

- None -




Remove

Clicking this button will remove the above associated listing. The rest of the package information, including other associated listings, will remain intact.

Select the Listing(s) associated with this package. This should include the lodging property offering the package, as well as any other locations that are a part of the package. For example a Stay and Play package should include both the lodging property and the attraction(s) that is(are) included in the stay. To add more than one associated listing please press the "Add another listing" button below.

Add another listing




Package Type = Select the type of package

New Package Type = If you don't see the package type listed above enter it here.

To preview package click on "Preview"

To submit package click on "Save"



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PACKAGE TYPES

☐ FALL PACKAGES☐ FAMILY☐ GENERAL☐ GOLFING☐ HOLIDAY☐ SKIING

NEW PACKAGE TYPE

If none of the above types fits your package, use this field to choose a custom package type. Our staff will review the type and, if appropriate, add it to the site.

By submitting this form, you accept the [Mollom privacy policy](#).

Save

Preview

