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## Step 1: Purchasing a RSEvents! membership

When you purchase a membership for the first time, a RSJoomla! account is automatically created for unregistered users, after the purchase has been approved. The transaction along with the user details are sent on the registration email.

Upon transaction, users have 2 ways of accessing the [www.rsjoomla.com](http://www.rsjoomla.com) account and download RSEvents!:

1. Login with the user and password automatically created and sent through email, during the transaction process, using the **Customer Login** form.
2. Login with the order number received on the user email.

### Login with the order number

**RSJoomla! - Quality Joomla! Components**

If you did not receive your username and password, you can login with the order number upon purchasing.

Order Number:  (\*)

Email:  (\*)

**Customer Login**

Your username ...  
.....

Remember Me

[Forgot your password?](#)

[Forgot your username?](#)

[Login with order number](#)

## Step 2: Downloading RSEvents!

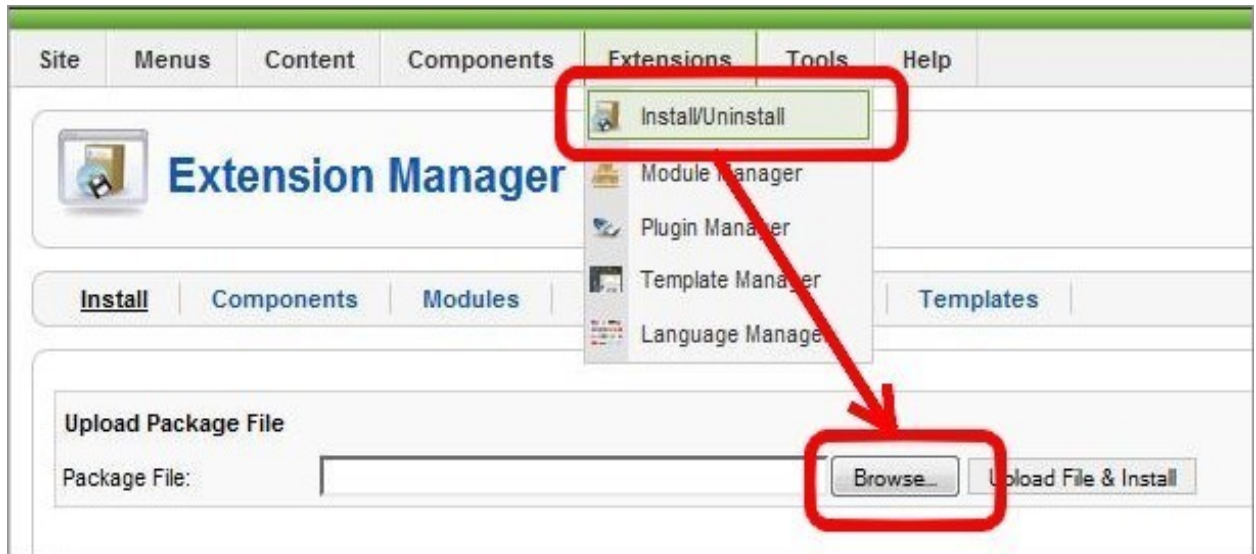
In order to download RSEvents! you will need to:

- log in on [www.rsjoomla.com](http://www.rsjoomla.com) with the user details or the order number received by email;
- in the right side, you will find a section dedicated to RSJoomla! customers: **Customer Login**, click on the **View my downloads** area
- all the user's memberships are listed in the **Customer downloads** section, click on **RSEvents! membership >> Downloads >>RSEvents! Files >> Component >> Download RSEvents! for Joomla 1.5 and Joomla! 1.6**

## Step 3: Installing RSEvents!

Path: **Joomla! backend panel >> Extensions >> Install/Uninstall**

In the back-end panel, head to *Extensions >> Install/Uninstall*, browse the com\_rsevents.zip package file and click “*Upload File&Install*” button.



## Step 4: Configure RSEvents!

Path: **Joomla! backend panel >> Components >> RSEvents! >> Settings**

1. **Add the license code:** to be able to receive RSEvents! updates, directly in the backend panel. To generate the license code, access your [www.rsjoomla.com](http://www.rsjoomla.com) account and head to “**Customer downloads**” area >> **RSBlog! membership >> Licenses**.
2. **Dashboard settings:** here you can control what modules should be displayed in the dashboard area: **Upcoming Events, Last Comments, Synchronization (Google Calendar and Facebook Events), last subscribers, product information and icons**.
3. **Enable the comment system** from RSEvents! Settings >> “Events” tab >> Event settings >> Comments
4. **Enable/disable registration of guests** from RSEvents! Settings >> “Events” tab >> Event registration
5. **Enable/disable multiple registration:** when is enabled users are allowed to register multiple times to an event.

6. **Choose the event registration form:** upon creating an event, you can select a registration form by default
7. **Enable/disable the event extras: flash, youtube, mp3(Imeem),meebo, flickr** from *RSEvents! Settings >> "Events" tab >> Files, extras & Icon settings.*
8. **enable/disable event sharing: Twitter, Facebook, Google Buzz and the rating system** from *RSEvents! Settings >> "Events" tab >> Event sharing and rating*
9. **Enable/disable Google maps and Geocode** from *RSEvents! Settings >> "Locations" tab.*

#### Google Map type - normal/hybrid/satellite.



10. Choose the payment method (the default payment method is Wire Transfer) from *RSEvents! Settings >> "Payment" tab.* There are 4 payment methods: *Wire Transfer, PayPal, 2Checkout and Authorize.NET.*



#### Note:

- If you want to allow users to subscribe to events, each time you create a new event, you must enable the user registration option in the "Events" tab.
- Event icons must be reuploaded each time you modify their dimensions.
- When you enable Google maps, you'll need to request an PI key from [here](#).
- when the Geocode is enabled, the geocode map will assign the coordinates on the map.
- Users are able to pay by PayPal, 2Checkout or credit card only if the Payment plugins are previously installed and configured – see [step 13.2.1 Payment Plugins](#)
- The additional payment plugins can be downloaded from the [www.rsjoomla.com](http://www.rsjoomla.com) **website >> Resources >> Customer downloads >> RSEvents! membership.**

11. Configure Google Calendar from **RSEvents! Settings >> “Synchronizations” tab**. The Google Calendar allows you to import events to RSEvents! Directly from the admin dashboard within a click.

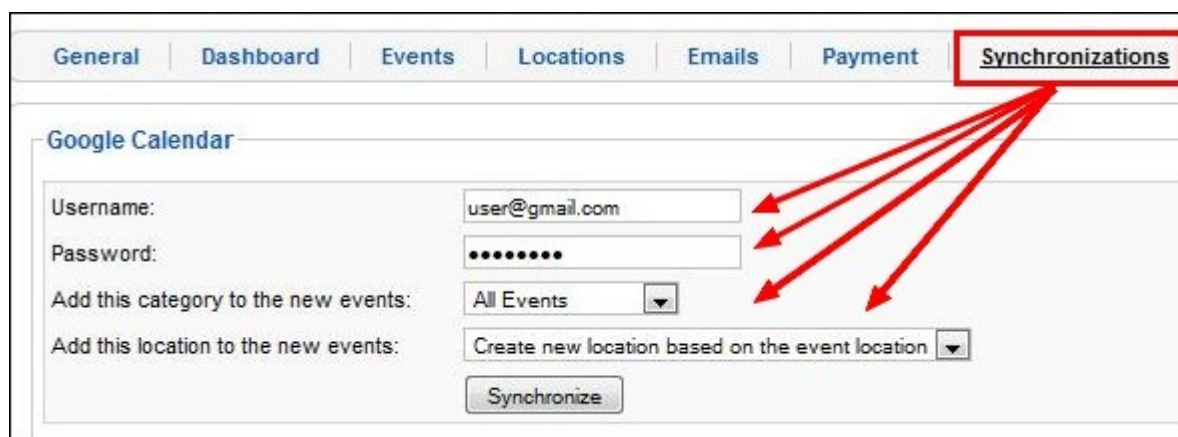
**Step 1:** Add the Gmail account address.

**Step 2:** Add the Gmail password.

**Step 3:** Choose the default category of the imported events - you can choose in what category will the events be added.

**Step 4:** Choose the default location of the imported events - you can choose to add the events to a certain location, or create a new location entry based on the Google event location.

**Step 5:** Save the new settings and click on the “Synchronize” button.



The screenshot shows the 'Synchronizations' tab in the RSEvents! admin dashboard. The 'Synchronizations' tab is highlighted with a red box. Four red arrows point from the 'Synchronizations' tab to the 'Username' field (containing 'user@gmail.com'), the 'Password' field (containing dots), the 'Add this category to the new events' dropdown (set to 'All Events'), and the 'Add this location to the new events' dropdown (set to 'Create new location based on the event location'). A 'Synchronize' button is visible at the bottom.



**Note:**

- Save the new Google Calendar settings and then,click the “Synchronize” button.

12. Configure Facebook events from **RSEvents! Settings >> “Synchronizations” tab**.

**Step 1:** Choose the default category of the imported events

**Step 2:** Choose the default location of the imported events - you can choose to add the events to a certain location, or create a new location entry based on the Facebook event location.

**Step 3:** Click on the “Synchronize” button

**Step 4:** Connect with the Facebook application - you will be redirected to [facebook.com](https://www.facebook.com), where you will be required to allow the RSEvents! access.

General | Dashboard | Events | Locations | Emails | Payment | **Synchronizations**

Facebook events

Connect to Facebook Application

Please note that by clicking this button you will be redirected to facebook.com, where you will be require to connect an

Add this category to the new events: All Events ▼

Add this location to the new events: Create new location based on the event location ▼

Synchronize



**Note:**

- Before allowing the RSEvents! access to Facebook!, click the “Synchronize” button to synchronize the configured data.

## Step 5: Add user permissions

Path: *Joomla! backend panel >> Components >> RSEvents! >> Groups*

The **Groups** tab allows you to set different permissions for your Joomla! user groups: *permissions to edit, delete, post events, upload/download files, create and edit locations.*

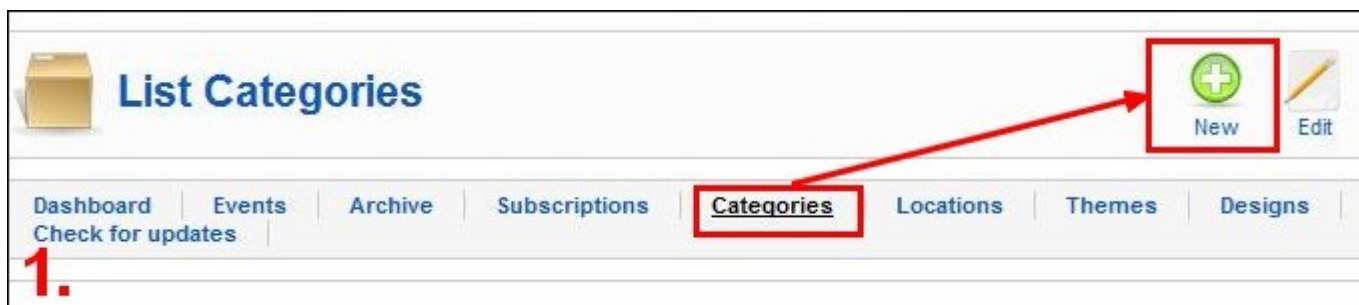
You can set permissions related to *events* and *locations*:

## Step 6: Create event categories

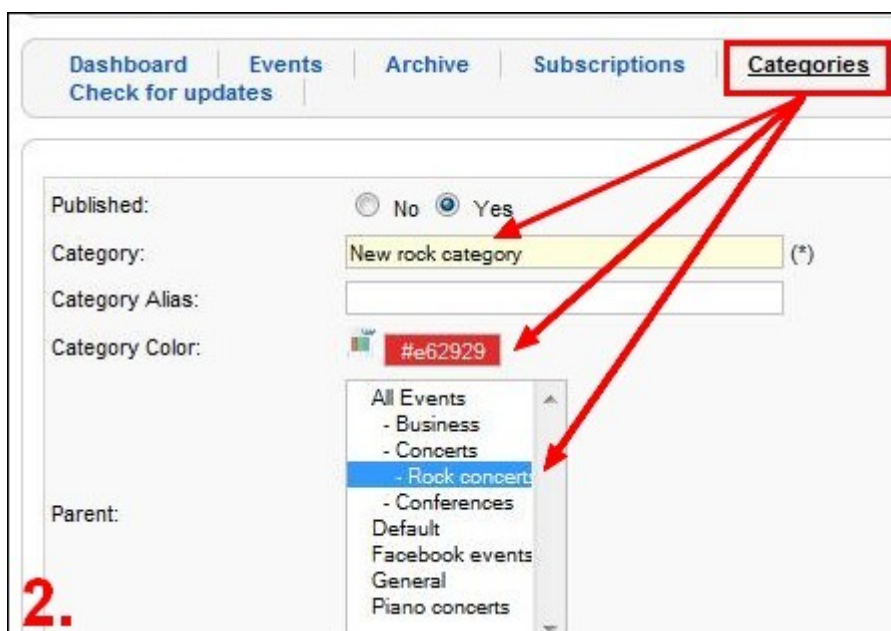
Path: *Joomla! backend panel >> Components >> RSEvents! >> Categories*

This tab displays a list of all defined categories, offering the possibility of adding, editing or deleting.

**Step 1:** In the “Categories” tab, click on the “New” icon located on the right panel.



**Step 2:** Add the category name, alias, color and parent.  
 By default, a category enables an "alias" option that is used for SEF link generation.  
 To create a subcategory, simply choose an existing category as a parent.



If you need to list event categories/subcategories in frontend, you can use the **RSEvents! List Categories Menu Item** - see [Step 14: RSEvents! menu items](#).

## Step 7: Create event locations

Path: **Joomla! backend panel >> Components >> RSEvents! >> Locations**

In the “Locations” tab, click the “New” icon located on the right side of the panel.



Add the location details: name, alias, URL, address, zip, city, state, country.  
RSEvents! goes even further, integrating Google maps by default, thus offering the possibility to pinpoint the location.

Click on the “Add coordinates” button.

A screenshot of the RSEvents! location creation form. The top navigation bar includes 'Dashboard', 'Events', 'Archive', 'Subscriptions', 'Categories', and 'Locations' (underlined). Below the navigation bar, there are several form fields: 'Published:' with radio buttons for 'No' and 'Yes' (selected); 'Location Name:' with the text 'New location' and an asterisk; 'Location Alias:'; 'Location Url:'; 'Location Address:' with the text 'St Katharine's Way London E1W 1LD' and an asterisk; 'Location Zip:' with '900128'; 'Location City:' with 'London'; 'Location State:' with 'UK'; and 'Location Country:' with 'UK'. Below these fields is a button labeled 'Add coordinates' with a dotted border, which is highlighted with a red box. A red arrow points from the 'Location Address' field to the 'Add coordinates' button. At the bottom left of the form area, there is a large red number '2.' and a 'Location Description:' field.

RSEvents! automatically pinpoints the entered location address on Google Maps.



See [step 14 Adding RSEvents! menu items](#), if you want to list event locations in frontend.

## Step 8: Create events

RSEvents! allows you to add events in both Joomla! backend and frontend panels (if users have group permissions).

### 8.1 Create events in frontend

The RSEvents! friendly front-end interface allows common users to create their own events quickly, enhancing them with YouTube videos, music from Imeem, chatrooms from Meebo, and so on.

Depending on the back-end group permissions this can be accessed by Registered or Non-registered users.



#### Note:

- In order to add an event from the front-end, you need a menu item pointing to **"Add Events"** - see [Step 14 Adding RSEvents! menu items](#).
- only allowed users can add events in frontend.

If are allowed, frontend users can enable/disable event registration, allow overbooking, select the registration form, allow ussers to comments, choose an event design which will be applied on the event detail page, add event extras,

Event will be:	<input type="radio"/> Private <input checked="" type="radio"/> Public
Enable registration:	<input type="radio"/> no <input checked="" type="radio"/> yes
You need to save your event first	
Registration form:	register-to-event
Allow overbooking:	<input type="radio"/> no <input checked="" type="radio"/> yes
Show guests that registered:	<input type="radio"/> no <input checked="" type="radio"/> yes
Automatically approve users:	<input checked="" type="radio"/> no <input type="radio"/> yes
Allow users to comment:	<input type="radio"/> no <input checked="" type="radio"/> yes

## 8.2 Create events in backend

Path: **Joomla! backend panel >> Components >> RSEvents! >> Events**

The Add/Edit event screen will let you create or edit an event. Adding an event is divided into 5 tabs,thus, making it easier to manage. The tabs are:

- Event info
- Description
- Registration
- Files
- Extras

**1. Add general event information:** Event title, Event subtitle, who's hosting the event and where, what category is the event in, who's the owner and what are the start and end dates. You can also set up here organizer contact information, such as website, phone, e-mail, event keywords and event meta description. This information will be shown on the Event page (in front-end).

**2 Add event description:**the “**Description**” tab is a WYSIWYG editor where you can add the description of the event. You can add photos, links and event description. The event description will be shown on the event page (front-end).

**3 User registration:** you can enable *subscription* to the event. Enabling the Registration option you'll get to manage the ticket types - see [step 8.2.3.1 Manage tickets](#).

Dashboard **Events** Archive Subscriptions Categories

Event Info Description **Registration** Files Extras

Enable registration:  No  Yes [Manage tickets type](#)

Start registration on:

End registration on:

Allow overbooking:  No  Yes

Show guests that registered:  No  Yes

Automatically approve users:  No  Yes

Select registration form:



#### Note:

- Unpublishing an event will make it disappear from the front-end listings, thus making them unavailable to regular subscribers but still accessible from My Events menu by the super administrator or owner of the event.
- Deleting an event will erase the entry from the database, making it impossible to recover.
- Duplicating events will create a copy of the selected events, adding to the name the word "Copy" without the Extras and files.
- **Enable/disable repeating events:** in the "Events" tab click on the "Repeat" icon of each listed event. An event can repeat itself on certain dates, or periodically

#### 8.2.3.1 Manage tickets

With RSEvents!, you can set up a ticket(seats) scheme for your event.

In the Ticket Type Manager, you'll be able to add, edit and remove ticket types. An example of a ticket type scheme could be:

- Front Seat standing, 100 places available, 30 euro/ticket.
- Back Seat standing, 200 places available, 20 euro/ticket.
- Up standing, unlimited places available, 10 euro/ticket.

Dashboard	Events	Archive	Subscriptions	Categories	Locations
<u>Ticket name:</u>	<input type="text" value="ticket"/>	(*)			
<u>Ticket price:</u>	<input type="text" value="10"/>	(*)			
<u>Number of seats:</u>	<input type="text" value="1000"/>				
<u>Max. tickets per user:</u>	<input type="text" value="10"/>				
<u>Ticket description:</u>	<input type="text"/>				

Upon subscribing to an event, the customer would be able to choose a ticket. If the tickets from a certain category would have been sold out, the item isn't displayed any more.

### 8.2.3.2 Add event coupons

In the Manage tickets area, clicking the **Coupons** button will open up the coupon configuration screen (as it can be seen below).

Coupon name:	<input type="text" value="Coupon"/>	(*)	
Coupon code:	<input type="text" value="S5E809I2C6"/>	(*)	<a href="#">Generate coupon</a>
Starts from:	<input type="text" value="2011-04-12"/>		
Ends on:	<input type="text" value="2011-04-20"/>		
Max uses:	<input type="text" value="100"/>		
Coupon type:	<input checked="" type="radio"/> Value	<input type="radio"/> Percentage	
Discount:	<input type="text" value="20"/>	EUR (*)	
Apply coupon to:	<input checked="" type="radio"/> ticket	<input type="radio"/> total	

#### Available coupon options:

- *Coupon name*: the name of the coupon (required field)
- *Coupon code*: the code can be manually added or random generated by RSEvents!
- *Starts from*: the date from which the coupon can be used
- *Ends on*: the coupon's expiration date
- *Max uses*: the maximum number of times a coupon can be used. If left empty or 0, a coupon can be used on indefinite number of times
- *Coupon type*: value / percentage
- *Discount*: the numeric value of the discount coupon
- *Apply coupon to*: ticket / total

Clicking on the *Generate coupon* link will generate a random sequence of chars.

### 8.2.3.3 Create custom registration forms with RSEvents! and RSForm!Pro



#### Note:

- To be able to create custom registration forms for your event, you need to have installed RSForm!Pro, at least 1.2.0 rev. 24 and RSEvents!, at least 1.0.0 rev. 4, along with the **RSForm!Pro - RSEvents! plugin**.

#### Step 1: Download the RSForm!Pro - RSEvents! plugin:

To download the RSForm!Pro - RSEvents! plugin, you need first to access your [www.rsjoomla.com](http://www.rsjoomla.com) account, then head to “**Customer Downloads**” area >> **RSForm!Pro membership** >> **Files** >> **Plugins** >> **RSEvents! plugin**.

#### Step 2: Installation:

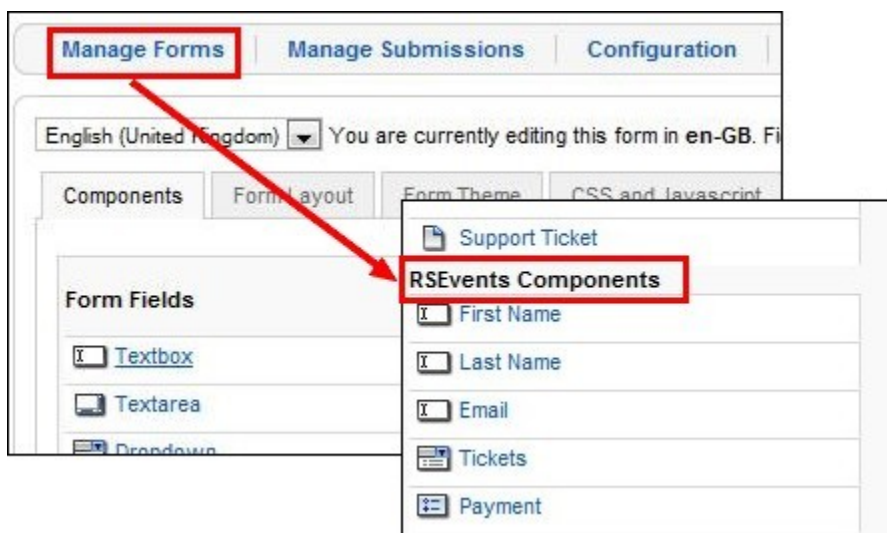
Once you have downloaded the RSForm!Pro RSEvents plugin, you can install it using the default Joomla! installer.



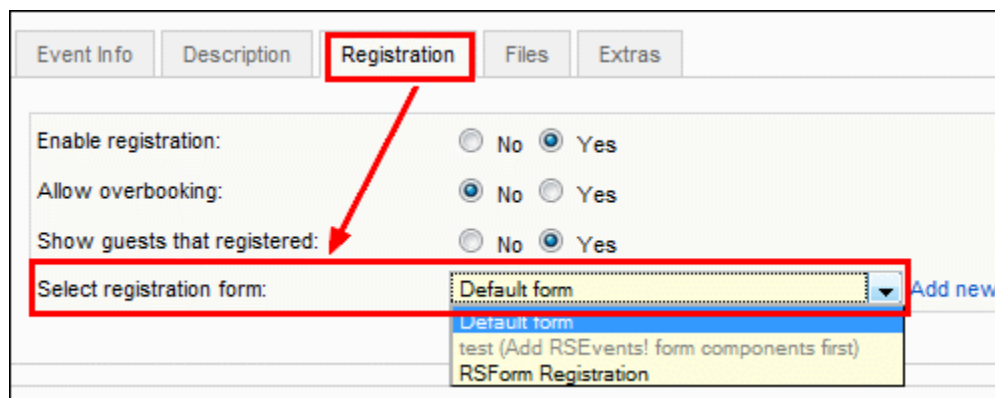
#### Note:

- make sure the RSForm!Pro - RSEvents! plugin is published in the “Plugin Manager” area.
- add ALL of the RSEvents components.

**Step 3: Add the RSEvents form components from the “Manage forms” area.**



**Step 4: Select the form in the RSEvents! “Settings” tab – see [Step 4 Configure RSEvents!](#).**



### 8.2.6 Payments

For the event subscribers, you can enable one of the four RSEvents! payment integration:

- Wire Transfer
- PayPal
- 2Checkout
- Authorize.NET

See [step 13.2.1 Payment Plugins](#)

### 8.2.7 Host menu

The **Host menu** can be displayed only as a module position. No additional installation is required, as this is automatically installed along with the component.

To set up the **RSEvents! Host module**, simply head to *Extensions > Install/Uninstall > mod\_rsevents\_hostmenu*.

This menu is specific to **users that have permissions to add/edit events ( including super administrators)**.

#### RSEvents! Host Menu

- Edit Event
- Repeat event
- Invite People
- Send message to guests
- Export guests
- List subscribers
- Duplicate Event
- Send Post Reminder
- Send Reminder
- Cancel Event



**Note:**

The content of the module will only be displayed when accessing the event details view.

## 8.2.8 Guest menu

The **Guest menu** can be displayed only as a module position. No additional installation is required, as this is automatically installed along with the component.

To set up the **RSEvents! Host module**, simply head to **Extensions > Install/Uninstall > mod\_rsevents\_guestmenu** .

### RSEvents! Guest Menu

- [Subscribe](#)
- [Invite People](#)
- [Add to Outlook Calendar](#)
- [Print Event](#)



**Note:**

- The content of the module will only be displayed when accessing the event details view.

## Step 9: Archive/unarchive events

### 9.1 Archive events

Path: **Joomla! backend panel >> Components >> RSEvents! >> “Events” tab >> Archive**  
Old events can be archived using the “**Archive**” icon from the right side of the “Events” tab, as shown below.

### 9.2 Unarchive events

Path: **Joomla! backend panel >> Components >> RSEvents! >> “Archive” tab >> Unarchive**  
Old events can be unarchived by clicking the “**Unarchive**” icon from the right side of the “Archive” tab, as shown below.

## Step 10: Manage event subscriptions

Path: **Joomla! backend panel >> Components >> RSEvents! >> “Events” tab >> Subscriptions**

Subscribers are potential users that could join a certain event. Users can subscribe to events by accessing the Guest Menu (see [step 8.2.7 Host menu](#) and [step 8.2.8 Guest menu](#)) from the front-end, if the event registration is enabled (see [step 8.2.3 User registration](#)).

If the site administrator creates a menu item with the RSEvents! List User Subscriptions (see [Step 14 Adding RSEvents! menu items](#)), the user can view in its account the payment status (if the payment is pending, accepted or denied).

Event Name	Status	Subscription Date	Payment status
Piano Concerto No. 3 (Rachmaninoff)	Accepted	07 Apr 11 13:52	

Depending on the group permission, the subscriber status can be moderated by the site administrator, being able to set in the “Subscriptions” tab it's state (*accepted, pending, denied*), and add/delete and view subscribers details (*payment, price, discount, number of tickets, the coupon code used during the transaction and other submitted details*).



### Note:

- Users can subscribe only if the event user registration is enabled - see [step 8.2.3 User registration](#)
- If the **Components >> Settings >> Events >> Enable Registration of Guests** is enabled no user will be created, but the customer will be considered subscribed, based on the required email address in the subscription process.
- If a customer is not a site registered user, an account will be created automatically and a validation e-mail will be sent to him after he/she subscribes.

# Step 11: RSEvents! Designs

## 11.1 Event designs

Path: **Joomla! backend panel >> Components >> RSEvents! >> Designs**

RSEvents! has a set of **thematic designs** that you can apply as templates to your event pages: blue, classic, dark, default, green and pink.

The image displays six different event design templates arranged in a 3x2 grid. Each template is a preview of an event page with a distinct color theme. The templates are: Default Design (light grey), Blue Design (blue), Classic Design (white), Dark Design (dark grey), Green Design (green), and Pink Design (pink). Each template contains the following information: a title bar with a chevron icon, a header 'Hosted by: Julia', event dates 'The event will start on: 28 Apr 11 20:00' and 'And will end on: 28 Apr 11 22:00', 'Posted by: julia', the organization 'The British Library', the address '96 Euston Road London NW1 2DB', a detailed description of 'The Piano Concerto No. 3 in D minor, Op. 30, by Sergei Rachmaninoff', and a 'Rate this event' section with five yellow stars.

## 11.2 Calendar designs

The RSEvents! Calendar allows you to show events in frontend within a menu item or a calendar module, based on the day, month and category.

Whether you'll choose the menu item or the module, you can choose from a set of 5 designs, a special look for the calendar : default, blue, dark, green and pink.



### 11.2.1 The calendar menu item

There are lots of configurable parameters when listing events through the Calendar menu item: week, colors, filters, archived or full events, categories, locations and last but not least, designs.

If you want to create a calendar menu item, in the backend control panel head to **Menus >> Menu Manager >> New >> RSEvents! >> Calendar Layout** - see [step 14.1 List events calendar in frontend](#).

### 11.2.2 Calendar module

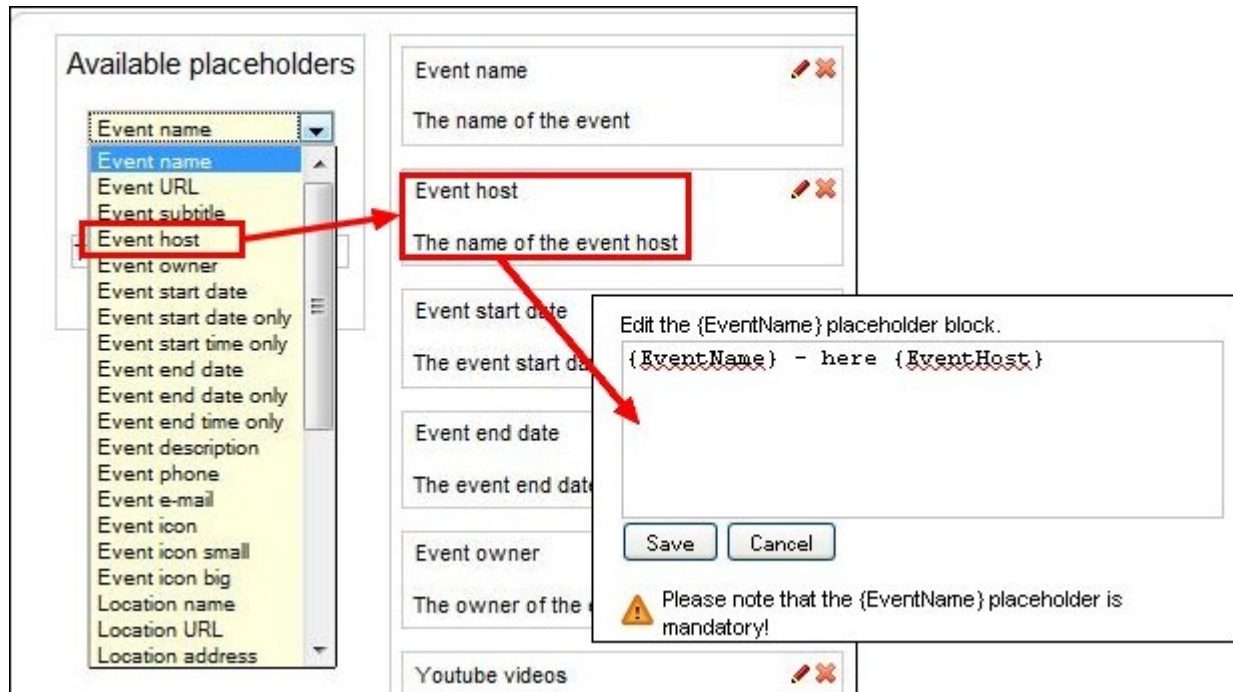
The Calendar module enables you to display a calendar inside a **module position**. In the Module parameters area, you can set the calendar start date and the design: dark, blue, default, green and pink.

For download, installation and configuration, see [step 13.1.2 Calendar Module](#).

## Step 12: RSEvents! themes

Path: **Joomla! backend panel >> Components >> RSEvents! >> Themes**

You can create new themes by clicking on the **New** button located on the top right corner. Editing, or creating a new theme will open up the following configuration screen:



In each theme, you can add several placeholders, that will display the actually RSEvents! information. Clicking the *Add placeholder* button will add the selected placeholder in the theme design board area. Elements that have been added can be moved around with simple **drag and drop** actions.

## Step 13: RSEvents! add-ons

### 13.1 RSEvents! Modules













Download:

To download the RSEvents! modules, you need to access your [www.rsjoomla.com](http://www.rsjoomla.com) account and head to **“View my downloads” area >> RSEvents! membership >> Downloads >> RSEvents! Files >> Modules.**

## Installation:

All RSEvents! Modules can be installed using the default Joomla! Installer.

Note: make sure all RSEvents! Modules are published before using them in the “Module Manager” area.

 <a href="#">Ajax Search Module</a>
 Displays a search module that will allow your visitors to find events using AJAX.
 <a href="#">Calendar Module</a>
 The Calendar Module allows you to display a mini calendar with your events.
 <a href="#">Category Events Module</a>
 Displays a list of events in a specific category.
 <a href="#">Search Events Module</a>
 Displays a search module that will allow your visitors to find events using a set of p start & end date, keyword).
 <a href="#">RSEvents! Slider Module</a>

 <a href="#">Upcoming Events Module</a>
 Displays a list of upcoming events.

### 13.1.1 Ajax Search Module

Displays in frontend a search module that will allow your visitors to find events using AJAX.

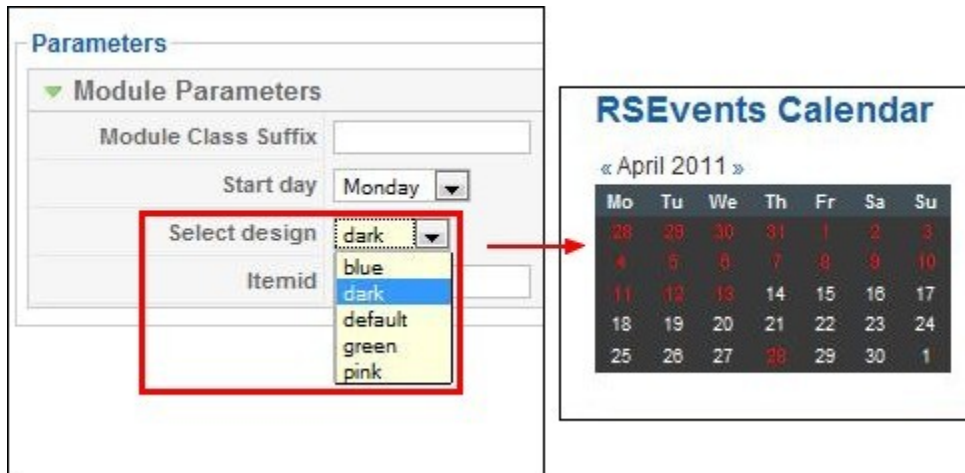
While you are in the “**Module Manager**” area, edit the Ajax Module and choose its position in frontend.

#### RSEvents! ajax search

- London Z Day 2011 Main Event
- London Z Day 2011 Main Event

### 13.1.2 Calendar Module

The Calendar module enables you to display a calendar inside a **module position**. Upon clicking on dates it will display the events from that particular date. In the Module parameters area, you can set the calendar design: dark, blue, default, green and pink.



### 13.1.3 Category Events Module

The Category Events module enables you to display the events from within a category of events.

As module specific parameters you can configure the category and number of events you wish to display inside the module.



### 13.1.4 Search Events Module

This module allows you to search through the events hosted on your site. This is particularly useful when you have a large amount of events created.

### Search Events Module in frontend:

#### Search Events

Categories

- All Categories
- All Events
- Business

Locations

- All Locations
- My first location
- Tower Hotel

Start from

2011-04-21

Until

2011-04-08

Search also in archive

no  yes

Keywords

london

Search

### 13.1.5 RSEvents! Slider Module

The **RSEvents! Slider Module** allows you to present **current** and **upcoming** events as a slide show.

The module has two modes: **simple** and **advanced**. The only difference is how the events slide show in frontend:



### 13.1.6 Upcoming Events Module

This module allows you to display the upcoming events.

As parameters you can configure: start date, end date, categories and locations from which you wish to display the events.

**Parameters**

▼ **Module Parameters**

Module Class Suffix

**Categories**

- All Events
- Conferences
- Concerts
- Business
- Rock concerts
- Piano concerts
- General
- Default
- Facebook events

**Locations**

- My first location
- Tower Hotel
- The British Library
- The Cumberland Hotel
- default\_jcal
- default\_jevents
- Facebook event location
- Brisbane, Australia
- New location

Today Events

Show Repeating Events  Yes  No

**Upcoming Events**

- Piano Concerto No. 3 (Rachmaninoff) - The British Library
- London Z Day - The British Library

## 13.2 RSEvents! Plugins

### 13.2.1 Payment Plugins

- 1.5 1.6 PayPal Payment Plugin
- 1.5 1.6 2Checkout Payment Plugin
- 1.5 1.6 Authorize.net Payment Plugin

### Download:

To download the RSEvents!Payment plugins (PayPal, 2Checkout and Authorize.NET), you need to access your [www.rsjoomla.com](http://www.rsjoomla.com) account, then head to “**View my downloads**” area >> **RSEvents! membership >> RSEvents! Payment Plugins.**

### Installation:

The payment plugins can be installed through the default Joomla! Installer.

#### 13.2.1.1 PayPal

This plugin offers the possibility for subscribers to pay for the selected tickets via PayPal. The integration uses the **standard PayPal website payment method**, the customer will be redirected to the Paypal page when the form is submitted where he will need to log in to his PayPal account and manually approve the transaction.

### Configuration:

The PayPal email address can be configured, directly through the Joomla Plugin Manager: **Extensions >> Plugin Manager >> System - RSEventsPayPal.**

The plugin offers to possibility of toggling between the modes of the plugin: Test and Live. If a payment is made through the PayPal System plugin the subscriber is automatically accepted.

The screenshot shows the Joomla! Plugin Manager configuration interface for the 'System - RSEvents Paypal' plugin. The interface is divided into two main sections: 'Details' and 'Parameters'.

**Details Section:**

- Name:** System - RSEvents Paypal payme
- Enabled:**  No  Yes
- Type:** system
- Plugin File:** rseventspaypal .php
- Access Level:** Public (selected), Registered, Special
- Order:** 0 (System - RSTickets! Pro Plugin)
- Description:** RSEvents paypal plugin. <font color="red">Make sure you publish the plugin</font>

**Parameters Section:**

- Plugin Parameters:**
- Paypal Email:** your@paypalemail.com
- Return URL:** http://www.return-url.com
- Paypal mode:**  Test  Live

A red arrow points from the 'Return URL' field in the Parameters section to the 'Access Level' dropdown in the Details section.

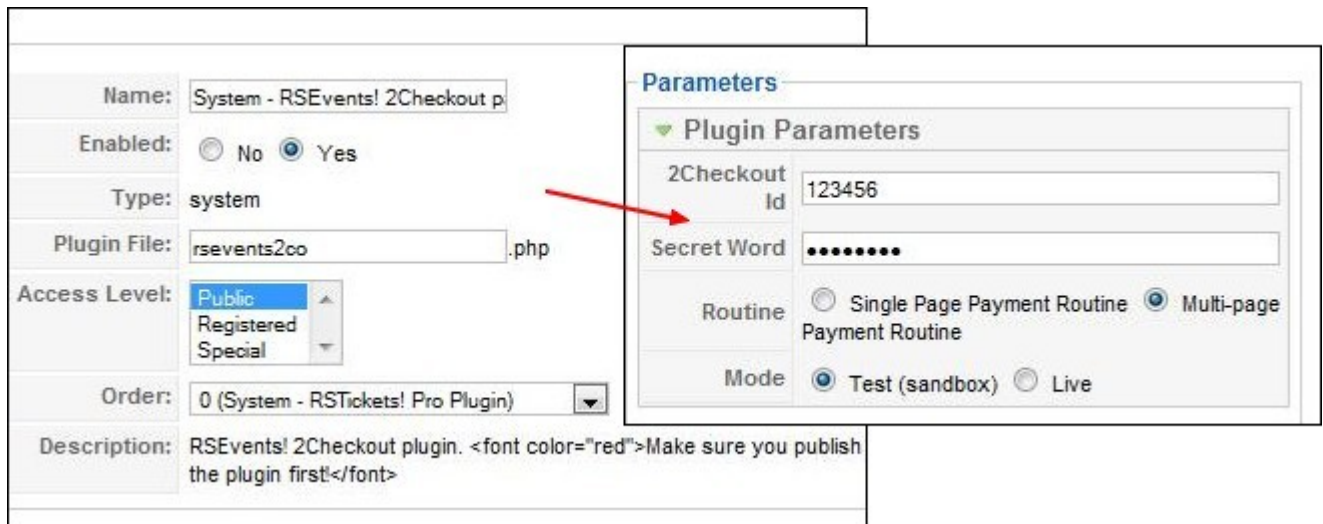
### 13.2.1.2 2Checkout

The 2CO plugin extends even further the payment flexibility, offering the possibility to choose between the payment processors.

#### Configuration:

The following Plugin Parameters can be configured in the “Plugin Manager” area:

- 2Checkout Id
- Secret Word
- Routine: Single Page Payment/Routine Multi-page Payment Routine
- Mode: Test (sandbox)/ Live



Name:	System - RSEvents! 2Checkout p
Enabled:	<input type="radio"/> No <input checked="" type="radio"/> Yes
Type:	system
Plugin File:	rsevents2co.php
Access Level:	Public Registered Special
Order:	0 (System - RSTickets! Pro Plugin)
Description:	RSEvents! 2Checkout plugin. <font color="red">Make sure you publish the plugin first!</font>

#### Parameters

▼ Plugin Parameters

2Checkout Id: 123456

Secret Word: .....

Routine:  Single Page Payment Routine  Multi-page Payment Routine

Mode:  Test (sandbox)  Live

Besides the RSEvents! 2Checkout settings, you will also need to specify a instant notification URL for your 2CO vendor account. More details are available [here](#).

Just head to your **2Checkout Account tab >> Notifications**, and specify the following URL, in the Global Settings area:

[http://www.your\\_site\\_here.com/index.php?rse2co=1](http://www.your_site_here.com/index.php?rse2co=1)

### 13.2.1.3 Authorize.NET

The RSEvents! Authorize.NET plugin allow users to pay for event subscriptions using [Authorize.NET](#) payment processor.

## Configuration:

The screenshot shows the configuration interface for the 'System - RSEvents! Authorize pa' plugin. It is divided into two main sections: 'Details' and 'Parameters'.

**Details:**

- Name: System - RSEvents! Authorize pa
- Enabled:  No  Yes
- Type: system
- Plugin File: rseventsauthorize.php
- Access Level: Public (selected), Registered, Special
- Order: 0 (System - RSTickets! Pro Plugin)
- Description: RSEvents! Authorize plugin. <font color="red">Make sure you publish the plugin first!</font>

**Parameters:**

- Authorize API Login ID: [text input]
- Transaction key: [text input]
- Mode:  Test (sandbox)  Live

A red arrow points from the 'Access Level' dropdown menu to the 'Parameters' section.

As configuration parameters, you have the following options:

- *Authorize API Login ID*: your unique vendor login id, available in your Authorize.NET account
- *Transaction key*: available in your Authorize.NET account
- *Mode*: Test (sandbox) / Live
- *Use secure links*: if enabled, the payment page will use the https protocol for capturing the payment details.

After the RSEvents! subscription form has been filled, an additional payment will be required.

This contains the following fields:

- Credit Card Number
- CC
- Expiration Date
- CCV Code
- First Name
- Last Name
- Country
- City
- State / Province / Region
- Address
- Zip Code

**Note:**

- A [sandbox account](#) is required for the Authorize.NET testing mode.

### 13.2.2 3rd party plugins



**Download:**

To download the 3rd party plugins (Community Builder, JomSocial application and the Search Plugin for Joomla! 1.5 and 1.6), you need to access your [www.rsjoomla.com](http://www.rsjoomla.com) account, then head to **“View my downloads” area >> RSEvents! membership >> RSEvents! files >> 3rd party.**

#### 13.2.2.1 Community Builder plugin

This plugin allows you to display on the Community Builder profile, the user created events along with his event subscriptions.

**Installation:**

Path: **Components >> Community Builder >> Plugin Management >> Install new plugin**

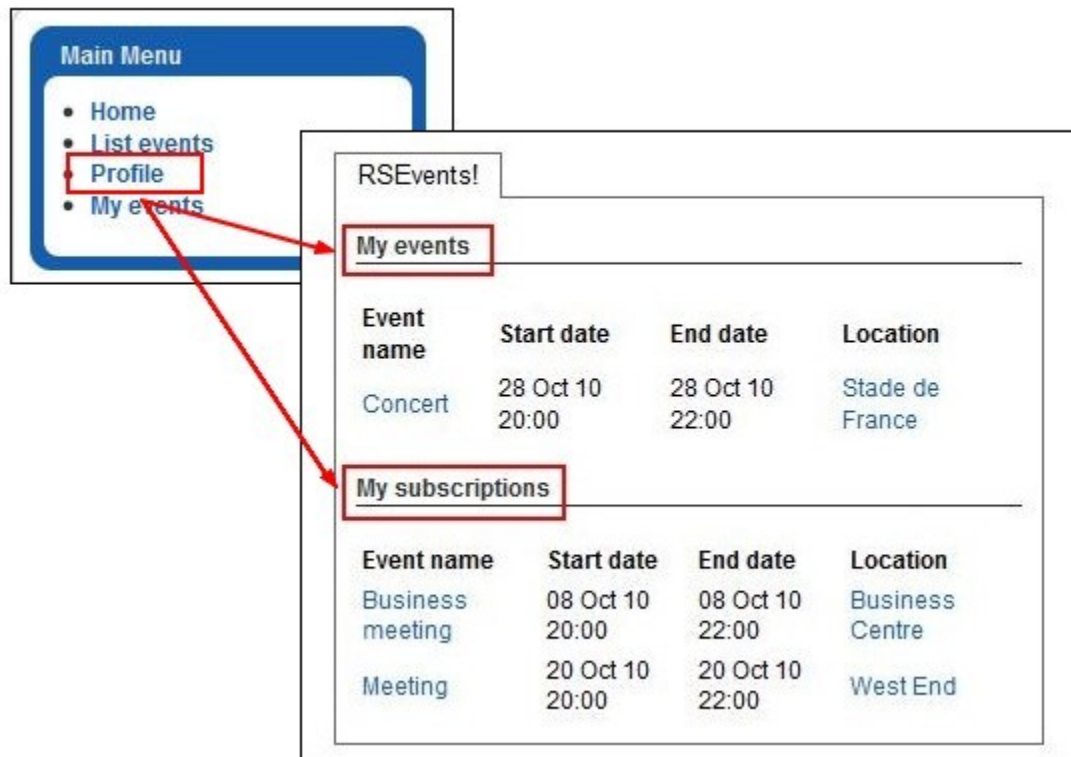
The plugin installs through the **Community Builder installer**, in the Plugin Management area as shown in the below screenshot.

**Enable the plugin:**

While you are in the “Plugin Management” tab, make sure you publish the RSEvents! plugin.

**Set the plugin position:**

After installation, the default plugin position on the user profile is “Header (above left/middle/right)”, but this can be easily changed in the **Community Builder >> “Tab Management” area.**



### 13.2.2.2 Search Plugin for Joomla! 1.5 and Joomla! 1.6

The Content Search plugin extends the Joomla standard content search by including the created events and their descriptions, thus making the events more accessible to potential customers.

#### **Configuration:**

To enable a search module on your site, just go to **Extensions >> Module Manager >> New >> Search**, type in a name and select a position. Upon performing a search, the following items are included: *event name, location name, category name, event description*.

## Default Joomla! search extended:

### Welcome to the Frontpage

Search Keyword:

All words  Any words  Exact Phrase

Ordering:

Search Only:  Knowledgebase  Rsevents  K2 Items  RSBlog!  Articles  Web Links  Contacts  Categories  Sections  News Feeds

Search Keyword **event**

Total: 9 results found.

### 13.2.2.3 JomSocial Application

The **RSEvents - JomSocial** plugin offers a simple integration between the two components. It simply displays the events that a user has **subscribed to** in his/her profile and it also displays the events that are **owned** by that particular user.

Furthermore, if the event has enabled the *list subscribers* option, a linkable username will be displayed that are pointed to their **JomSocial profile**.

#### Details

Name:	<input type="text" value="Rsevents"/>
Enabled:	<input type="radio"/> No <input checked="" type="radio"/> Yes
Type:	community
Plugin File:	plg_rsevents
Access Level:	<input type="text" value="Public"/> Registered Special
Order:	0 (RSBlog!)
Description:	RSEvents Application for Jom Social

#### Parameters

Plugin Parameters

Core Application	<input type="text" value="No"/>
Caching	<input type="text" value="Yes"/>

## Step 14: RSEvents! menu items

Path: **Joomla! backend panel >> Menus >> Menu Manager >> Main Menu** (or any other Joomla! menu where you want to publish the items).

The RSEvents! menu items allows you to display in frontend events, locations, categories, calendar, user subscriptions. Users with permissions can also add events and locations using the menu items.

1. To create a new menu item with RSEvents!, in the administrator panel head to **Menus >> Menu Manager** and edit the menu where you want to publish the new item.



2. In the “Menu Item Manager”, click on the “New” icon located on the right side of the panel.



### 3. Choose the menu link:

- **calendar layout:** allows you to list events within a calendar menu item
- **list categories:** allows you to list all RSEvents! categories, including their subcategories.
- **Add events:** you can allow users to add events in frontend.
- **Archived events:** with this menu item, you can list archived events; when search is enabled, RSEvents! will show above the archived events 2 filters: category and location.
- **List events:** with this menu item, you will be able to list all events, including the ones that had expired (when the expired option is enabled); when search is enabled, users will be able to filter events based on category or location.
- **Future events:** this menu item allows you to list future events. When search is enabled, users will be able to filter events based on category or location.
- **List events from categories:** this menu allows you to list events from the specified categories/subcategories.
- **List events between dates:** this menu item allows you to list events from a specified time range.
- **List events from locations:** this menu item allows you to list events from the specified locations.
- **My events:** this menu item allows you to list the user created events.
- **List locations:** this menu item allows you to list all created locations.
- **Add locations:** this menu item allows adding new event locations in frontend by Joomla! user with group permissions - see [Step 5: Add user permissions](#).
- **List user subscriptions:** this menu item allows you to list in the account the subscribed events along with their payment status: accepted/pending.

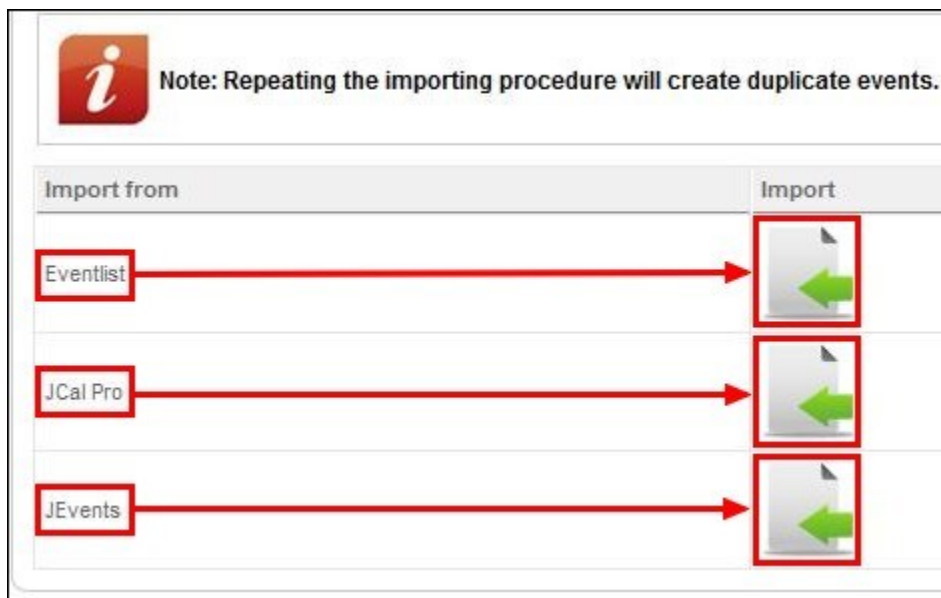
## Step 15: Import events from Eventlist, JCalPro and JEvents (optional)

Path: **Components >> RSEvents! >> Import**

RSEvents! allows you to easily import other events created with JCalPro, JEvents! and EventList within a single click.

In the RSEvents! Import tab (**Components >> RSEvents! >> Import**) you'll find a list with the event manager components currently installed on your Joomla! website. Click on the corresponding **"Import"** tab located in the right side.

RSEvents! will start importing the events from the chosen component in the **"Events"** tab.



## Step 16: Updating RSEvents!

Path: **Joomla! backend panel >> Components >> RSBlog! >> Updates**

To be able to automatically receive updates directly from the backend panel, you need first to add the RSEvents! license code.

1. The license code is generated in your [www.rsjoomla.com](http://www.rsjoomla.com) account, in the **"Customer Downloads"** area >> **RSEvents! membership >> Licenses**, after you've previously specified the domain.

2. To check if there are any new RSEvents! versions, head to the “Updates” tab. If any new version is available, you will be able to download the package file directly from the backend panel.



## The purpose of this guide

This guide is designed to help you quickly setup a Joomla! Event website with [RSEvents!](#)

We've also created a detailed RSEvents! Step by step guide that explains all required steps to configure the component.

Additionally, we've launched the [RSJoomla! TV Channel](#) to support our components with a series of video tutorials and presentations.

The RSEvents! Documentation can be found [here](#).

For any other questions, please submit a ticket to the [RSJoomla! support department](#).