

Example event template

Locations	Arts LT1
Date(s)	Friday 2nd June 2017 (15:12)
Contact	Here is where contact information is displayed. You can also add a registration URL.
Download	Add to Calendar (/websupport/templates/event.aspx?ical=true)

This is an example of the events template.

This is where you can add event information. You can add hyperlinks etc and also categories (such as alumni, students etc) to enable people to search for your event.

Ensure you add a location start date, end date, time, contact details and cost in your description.

See also [content tips for events pages \(PDF - 241KB\) \(/websupport/training-materials/Events-tips.pdf\)](#)



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