

MotoPress TimeTable Plugin Documentation

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Overview

MotoPress Timetable plugin is an easy manageable timetable-building tool for constructing schedules of various events (lessons, conferences, concerts, etc.) and featuring Upcoming events in the additional widget. It comes with clean modern interface and responsive design.

Quick start guide

It's pretty easy to start working with the plugin! Please, follow these steps:

1. [Install](#) the plugin and find 'Timetable' on your WordPress dashboard.
2. [Add Columns](#): Timetable > Add Column.
3. [Add Events](#): Timetable > Add Event.
4. [Add timetable to a page](#).

Installation

After downloading the plugin you should have motopress-timetable.zip file on your computer. This is a compressed file with all the plugin data. Here the steps to follow to install it:

1. Log into your WordPress dashboard and go to Plugins > Add New.
2. Click the Upload Plugin button.
3. Click the Choose File button > find the plugin archive on your computer.
4. Click Install Now.
5. Click Activate.

Add an event

The events will be featured in the actual timetable and the details of each event will be displayed on its individual page.

To add a new event, please go to *Timetable > Add Event*

1. Name the event.
2. Write its description. It'll be displayed on the event's page
3. Add time slots of the event:
 - Choose the *Column* this event will be displayed in. Use the drop-down menu.
 - Specify *Start Time* and *End Time* of this time slot.
 - Write its *description*. It'll be displayed on the event's page just like a regular post.
 - Select the *Event Head* (a person responsible for the event). It'll be shown in the timetable.
4. Apply the general settings:
 - Adjust *colors*. Using the color picker choose the Background Color, Background Hover Color, Text Color, Text Hover Color.
 - Set Custom *Event URL* to redirect the site visitor from the timetable to any external page.
 - *Enable/Disable* the link you set.
5. Write an excerpt if needed.
6. Click *Publish* or *Save Draft*.

Time Slots ▲

Column	Start	End	Description	Actions
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Column:

Start Time: *hh:mm*

End Time:

Description:

Hour						Minute		
00	01	02	03	04	05	00	05	10
06	07	08	09	10	11	15	20	25
12	13	14	15	16	17	30	35	40
18	19	20	21	22	23	45	50	55

Event Head:

[Add Time Slot](#)

Settings ▲

Event Subtitle:

Background Color:

Background Hover Color:

Text Color:

Text Hover Color:

Custom Event URL:

Disable Link:

Add timetable columns

To add Timetable columns, please navigate to *Timetable > Add Column*

1. Name a column.
2. Write a description.
3. Choose the column type: *Simple Column*, *Day* (any day of the week) or *Date* (exact date). Day and Date column types are connected to the present moment, namely, if the events take place currently or in near future, they'll be displayed in the Upcoming Events widget in the sidebar.
4. Set the Column *Order* in the right-hand menu bar.

All of the created columns will be stored under *Timetable > Columns*

You may also want to add *event tags and categories* to further display the events by them in the timetable:

Add event category

The events can be presented under separate Categories and can be further chosen in shortcode parameters. To add a new Category, please go *Timetable > Event Categories*.

1. Give a *name* to the new event category.
2. Put the '*slug*' if needed or leave it intact and the URL for the Category will be generated automatically according to the Category name.
3. To make the category a sub one, define its *Parent* category by choosing from the Parent drop-down list. Please note, there should be at least 1 category added earlier.
4. Fill out the *Description* field which will go along with the Category title.
7. When you finished setting up the Category, click the *Add New Event category* button on the bottom.

Add event tag

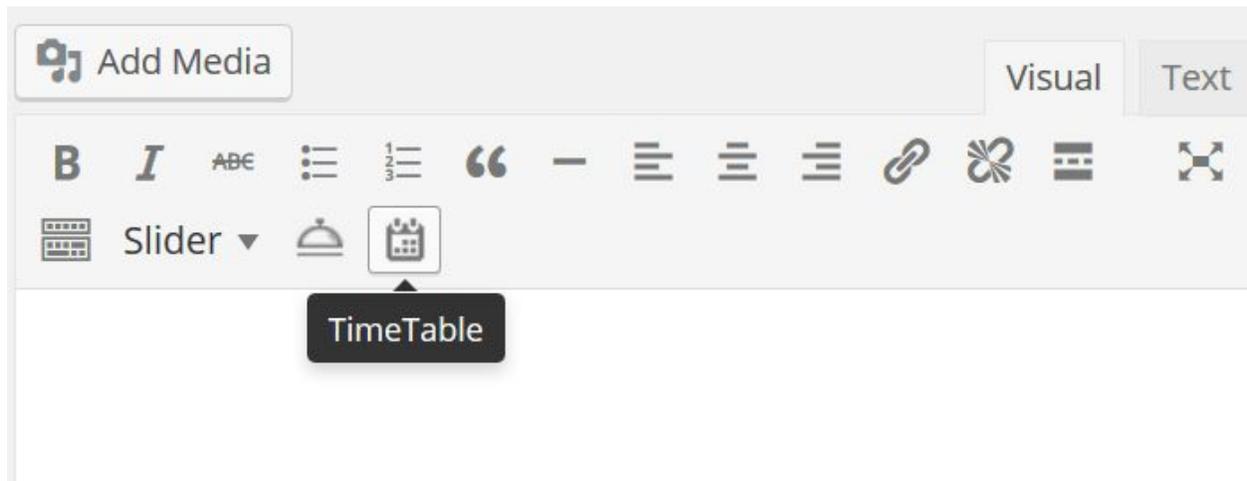
To add a new tag, please go the *Timetable > Event Tags*

1. Put the tag *Name*.
2. Define the '*slug*' to customize the URL of the item.
3. Choose the *Parent* tag from the drop-down list if you want to make this Tag a sub one. Please note, there should be at least 1 tag added earlier.
4. Put the *Description* of the tag if needed.
5. Press *Add New Event Tag* button on the bottom.

Add timetable to a page

You are able to add your timetable directly to a page or post. To do this, please navigate to *Posts > Add New* or *Pages > Add New* in your admin dashboard. Then follow these easy steps:

1. Open TinyMCE.



2. Find 'TimeTable' icon on its dashboard and click it.
3. Set the preferable [shortcode settings](#).
4. Click Add Timetable.

Export/Import your your data

If you have the data to import to your timetable, upload your files in .xml format via *Timetable > Export / Import > Browse*

If you want to export the Timetable data, navigate to *Timetable > Export / Import > click Export*

Shortcode settings

Adding [the shortcode](#), you are free to apply the following settings:

- Set *the amount of columns*. If you select certain columns only, all events of the selected columns will be displayed in the timetable.
- Select *the events* to display in the timetable. If you select certain events only, all the chosen events will be displayed in the timetable. If you select certain columns and certain events at a time, the selected events only will be displayed in the selected columns.
- Select *the event categories* to display in the timetable. If you select certain categories only, all the events of these categories will be displayed in the timetable. If you select certain columns and certain categories at a time, the events under the chosen categories will be displayed in the timetable. If you select certain columns, events and categories at a time, the events under the chosen categories will be displayed in the chosen columns (additionally, uncategorized chosen events).
- Choose the *hour measure* (1 hour, half hour, quarter hour).
- Set *the filter style*: drop-down list or tabs.
- Specify the *filter label* for All Events.
- Display/hide: *All Events view, First (hours) column, empty (without events) rows*
- Set the certain event parameters: display/hide *title, time, subtitle, description, and user*.
- Tick Yes to disable *Event URL*.
- Specify *the event text alignment*: center, right, left.
- Assign a *unique ID* if you are going to use several timetables on a page.
- Specify the *Row height*.

- Set *Responsive option* to Yes (a horizontal scroll bar will be removed on desktop and the list view will be set on mobile devices) or to No (the horizontal scroll bar will be displayed on desktops and mobile devices).