## GO by Spark - How to edit and delete events on the canvas?



The Canvas is an Interactive and Collaborative Modeling Tool that enables teams to plan, analyze, and manipulate the ideal guest experience. Use this feature to create the ideal day including adding hours of operations, daily events, and staff.

1	Navigate to	o your GO So	ftware URL and	l open the Ca	nvas (Daily Pl	anner).	
2	To edit or d the "3 lines Venue S Print	lelete, simply " icon on the	y double-click th upper right se	ne event itsel ction.	f from the car	avas or, click	on
_							
aurant	Boutique	CaféD	Avenir Restaura	Grill	Pool	Pool Bar	Fitn

To finalize and save the changes, click "Submit".

Begin/End Time	Function	
<u>12:05pm to 12:30pm</u>	Ē 💼	
<u>12:30pm to 2:30pm</u>	D	
<u>1:45pm to 2:55pm</u>	Ē 💼	
	Save changes for: () This Occurrence Only	
	<ul> <li>All Occurrences</li> </ul>	
	Delete Previous Submit	
4		