

How to add a Call to Action (URL) to any Content in the canvas?

Scribe 

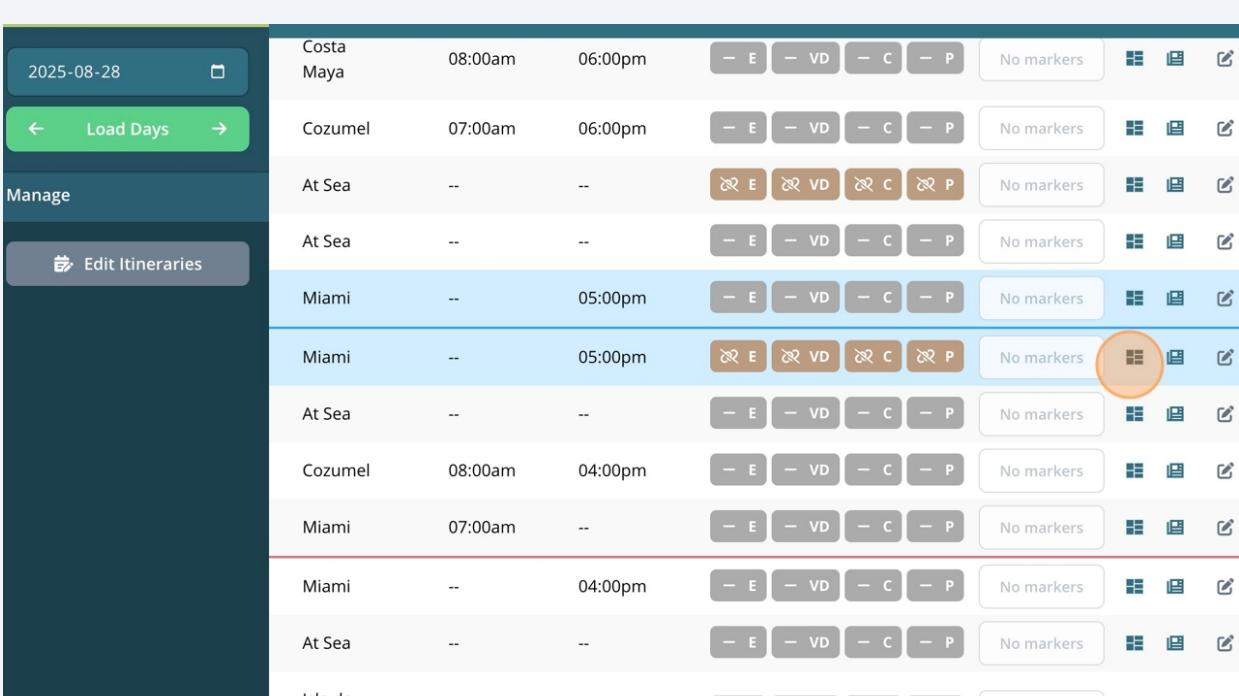
This guide is also available as a video. Click the link below to watch:

[scribehow.com/embed-preview/How to add a Call t...](https://scribehow.com/embed-preview/How_to_add_a_Call_t...)

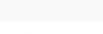
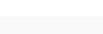
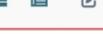
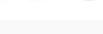
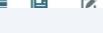
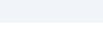
This guide provides step-by-step instructions for adding a Call to Action (URL) to any content (Messages, Offers or Information) in the canvas. By following these clear directions, users can effectively attract customers to their promotions, enhancing visibility and potential revenue.

1

1 Navigate to your GO URL and go to the Canvas (Daily Planner).



The screenshot shows the Scribe GO Daily Planner interface. On the left, there's a sidebar with a date selector (2025-08-28), a 'Load Days' button, a 'Manage' section, and an 'Edit Itineraries' button. The main area is a table of stops with columns for name, arrival time, departure time, and activity markers (E, VD, C, P). Each stop has a 'No markers' button and three edit icons (grid, list, pencil). The second stop, 'Cozumel', has its edit icon circled in orange.

Stop	Arrival	Departure	Activity	Marker	Actions
Costa Maya	08:00am	06:00pm	E, VD, C, P	No markers	  
Cozumel	07:00am	06:00pm	E, VD, C, P	No markers	  
At Sea	--	--	E, VD, C, P	No markers	  
At Sea	--	--	E, VD, C, P	No markers	  
Miami	--	05:00pm	E, VD, C, P	No markers	  
Miami	--	05:00pm	E, VD, C, P	No markers	  
At Sea	--	--	E, VD, C, P	No markers	  
Cozumel	08:00am	04:00pm	E, VD, C, P	No markers	  
Miami	07:00am	--	E, VD, C, P	No markers	  
Miami	--	04:00pm	E, VD, C, P	No markers	  
At Sea	--	--	E, VD, C, P	No markers	  
Isla de	12:00pm	06:00pm	E, VD, C, P	No markers	  

2 Click the red box with white lines to open the Daily Schedule.

8/28/2025 DRAFT LOCATION: Miami EX E VD P A B 2 1 Admin User

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RIVIERA MAYA 31 (Day 1)

0	Theater	Retail Shop 1	Retail Shop 2	Theater	Comedy Club	Atrium	Re
10:00 AM	10:00 AM - 11:00 AM TBD Kids						
10:15 AM							
10:30 AM							
10:45 AM							
11:00 AM							
11:15 AM	11:15 AM - 1:15 PM Camp Junior	10:30 AM - 12:00 PM Exotic Mimosa Bar	10:15 AM - 11:15 AM Fright Night	10:15 AM - 12:15 PM Rock On with Elvis!	10:45 AM - 11:45 AM Pool Bar Happy Hour		
11:30 AM			11:15 AM - 12:15 PM Fresh Press Designs				
11:45 AM							
12:00 PM							
12:15 PM							
12:30 PM							
12:45 PM							
1:00 PM							
1:15 PM							
1:30 PM							
1:45 PM							
2:00 PM							
2:15 PM							
2:30 PM							
2:45 PM							

3 Click "Content"

8/28/2025 DRAFT LOCATION: Miami EX E VD P A B 2 1 Admin User

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RIVIERA MAYA 31 (Day 1)

DAILY SCHEDULE

	Events	Venues	Content
	+ Search...		
10:00am	10:00am	TBD Kids Theater	
11:00am			
10:15am	10:15am	BBQ Picnic and Fun!	
11:15am		Escape Room (archived)	
10:15am	10:15am	Meet for Sea Kayaking Sky Bar (archived)	
11:15am			
10:15am	10:15am	Fright Night Retail Shop 1	
11:15am			

4 Double-click the piece of content (could be a Message, Information or an Offer) that you would like to add a Call to Action to.

Or:

Click the "expandable arrows" and, then Click the "edit" icon.

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DAILY SCHEDULE

Events	Venues	Content
+	Search...	
2	2	0
2	2	2
06:00am	MESSAGE	Inclimate Weather
05:59am		
06:00am	OFFER	Offer content 3.0
05:59am		

RIVIERA MAYA 31 (Day 1)

10:00 AM - 11:00 AM	TBD Kids	10:30 AM - 12:00 PM	Exotic Mimosa Bar	10:15 AM - 11:15 AM	Fright Night	10:00 PM	Rooms
10:15 AM				11:15 AM - 1:15 PM	Camp Junior	11:15 AM - 12:15 PM	Fresh Press Designs
10:30 AM				1:15 PM		12:15 PM - 1:15 PM	Garden of Unearthly Delights
10:45 AM				1:30 PM			
11:00 AM				1:45 PM			
11:15 AM				2:00 PM			
11:30 AM				2:15 PM			
11:45 AM				2:30 PM			
12:00 PM				2:45 PM			
12:15 PM				3:00 PM			
12:30 PM				3:15 PM			
12:45 PM				3:30 PM			
1:00 PM				3:45 PM			
1:15 PM				4:00 PM			

The Avenir

← →

Publish Draft

Add Event

Export Schedule

View Staff Report

▲ Collapse Actions

Event Filters

Venue Filters

Search...

All Hotel

All Bar

All Dining

5 Click the "+" icon to add a Call to Action.

Instance Information

START TIME * 06:00 🕒

VENUE None ▼

+ Add Call to Action

Merged Variables

END TIME * 05:59 🕒

ENDPOINTS

Default to Library

- All
- Ddp
- Mobile
- Signage
- Web View

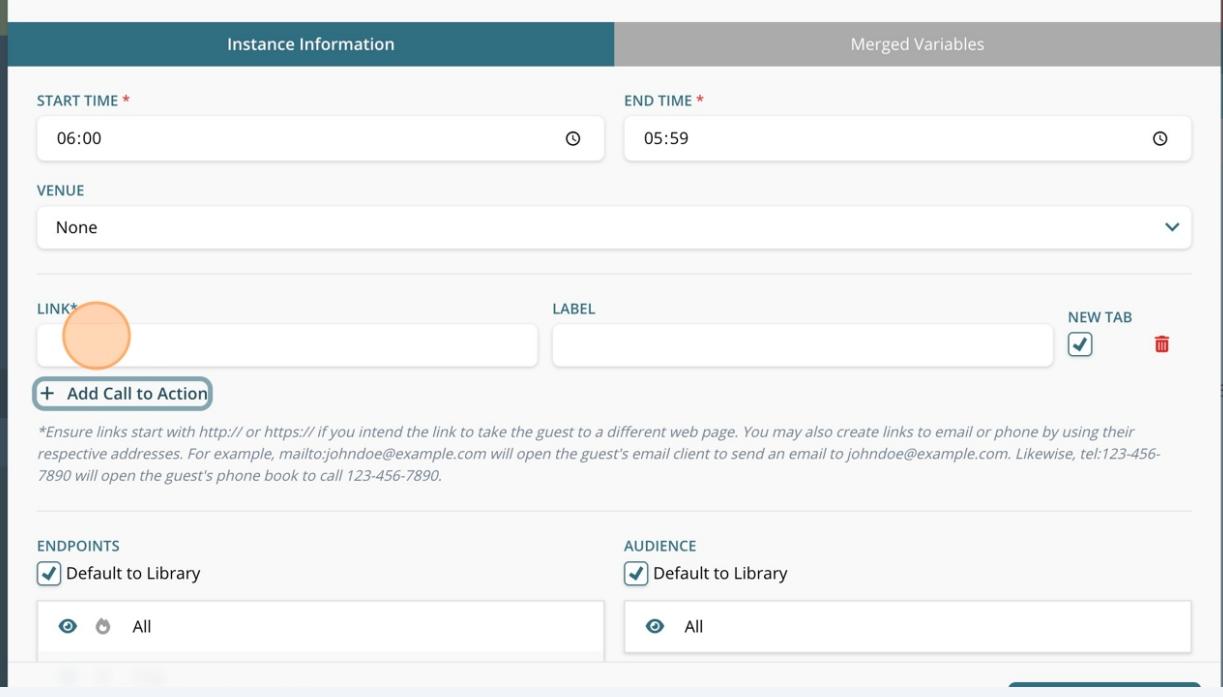
AUDIENCE

Default to Library

- All

6 Add the URL link in the "Link" section.

Add the name of the Call to Action in the Label section.



Instance Information

START TIME * 06:00

END TIME * 05:59

VENUE None

LINK*

LABEL

NEW TAB

+ Add Call to Action

*Ensure links start with http:// or https:// if you intend the link to take the guest to a different web page. You may also create links to email or phone by using their respective addresses. For example, mailto:johndoe@example.com will open the guest's email client to send an email to johndoe@example.com. Likewise, tel:123-456-7890 will open the guest's phone book to call 123-456-7890.

ENDPOINTS Default to Library All

AUDIENCE Default to Library All



Tip: To make a Call to Action permanent for a piece of content, update it at the **Library level**. This ensures that every time the content is scheduled to a day, the associated link and label are automatically included.

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Review the Content details and then click "Finish: Edit Content".

The screenshot shows a user interface for creating content. At the top, there is a note: "LINK* [empty field] LABEL [empty field] NEW TAB [checkbox checked] [trash icon]". Below this is a section for "ENDPOINTS" with a checked "Default to Library" checkbox and a list of options: "All", "Ddp", "Mobile", and "Signage". To the right, there is an "AUDIENCE" section with a checked "Default to Library" checkbox and a "All" option. A note at the top of the interface says: "Ensure links start with http:// or https:// if you intend the link to take the guest to a different web page. You may also create links to email or phone by using their respective addresses. For example, mailto:john doe@example.com will open the guest's email client to send an email to john doe@example.com. Likewise, tel:123-456-7890 will open the guest's phone book to call 123-456-7890." At the bottom, the text "Template Selected: Offer content 3.0" is displayed, along with buttons for "Go Back", "Delete Content" (in red), and "Finish: Edit Content" (which is highlighted with an orange circle). The footer includes "Reception, Tour Desk", "5:30 PM", "5:45 PM", and "Export API".