

# Go by Spark - How to view the events added to the Canvas in the Feed Editor?

The Feed Editor provides the ability for users to organize and make changes to the print program. After a print program is created, users can download it into PDF. The design and layout of the print program is pre-approved by the client.

1 Navigate to your GO Software URL and open the Itinerary Page.

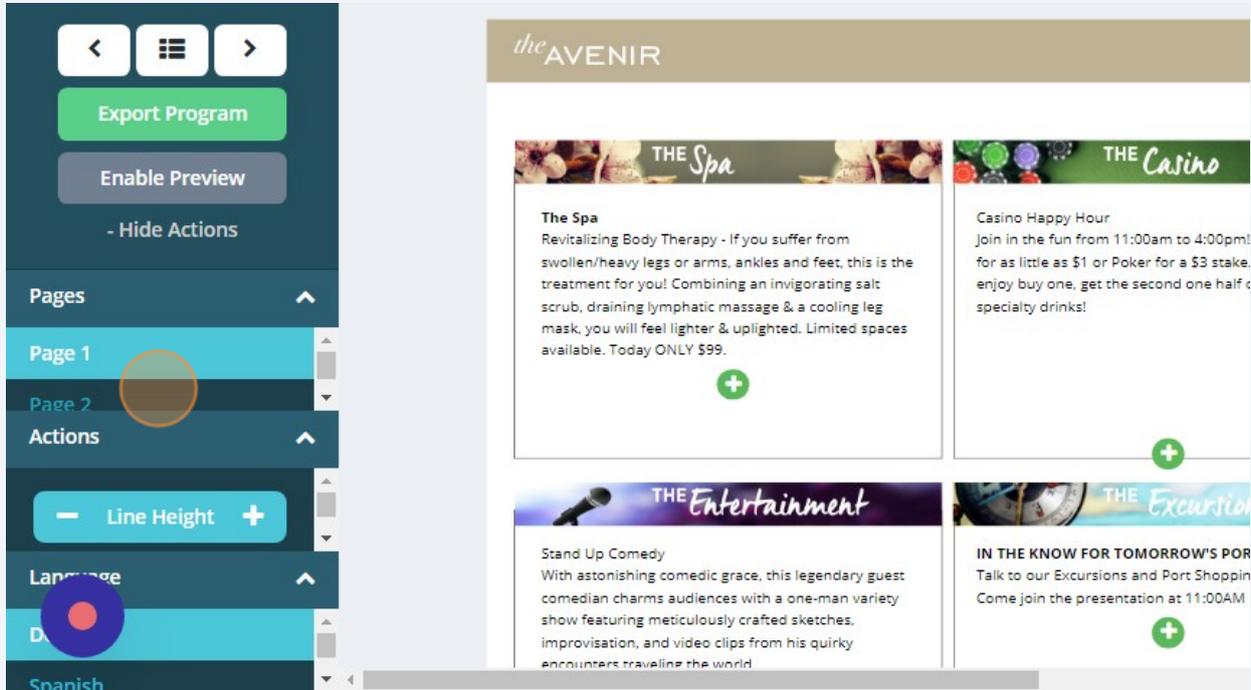
2 Click on the "Newspaper Icon" to open the feed editor for the specific day.

DAY	LOCATION	ARRIVAL	DEPARTURE	TEMPLATES	ACTIONS
1	Miami	--	05:00pm	— Events — Venue — Print	☰ 📄 🔒
2	At Sea	--	--	🔗 Events 🔗 Venue 🔗 Print	☰ 📄 🔒
3	San Juan	11:00am	07:00pm	🔗 Events — Venue 🔗 Print	☰ 📄 🔒
4	At Sea	--	--	🔗 Events 🔗 Venue 🔗 Print	☰ 📄 🔒
5	Nassau	10:00am	04:00pm	— Events — Venue — Print	☰ 📄 🔒
6	Miami	07:00am	--	— Events — Venue — Print	☰ 📄 🔒
1	Miami	--	07:00pm	— Events — Venue — Print	☰ 📄 🔒
2	At Sea	--	--	— Events — Venue — Print	☰ 📄 🔒
3	Orcho Rins	09:00am	05:00pm	— Events — Venue — Print	☰ 📄 🔒

3

Click on page 2 to view the events added on the Canvas (Daily planner) for this specific day.

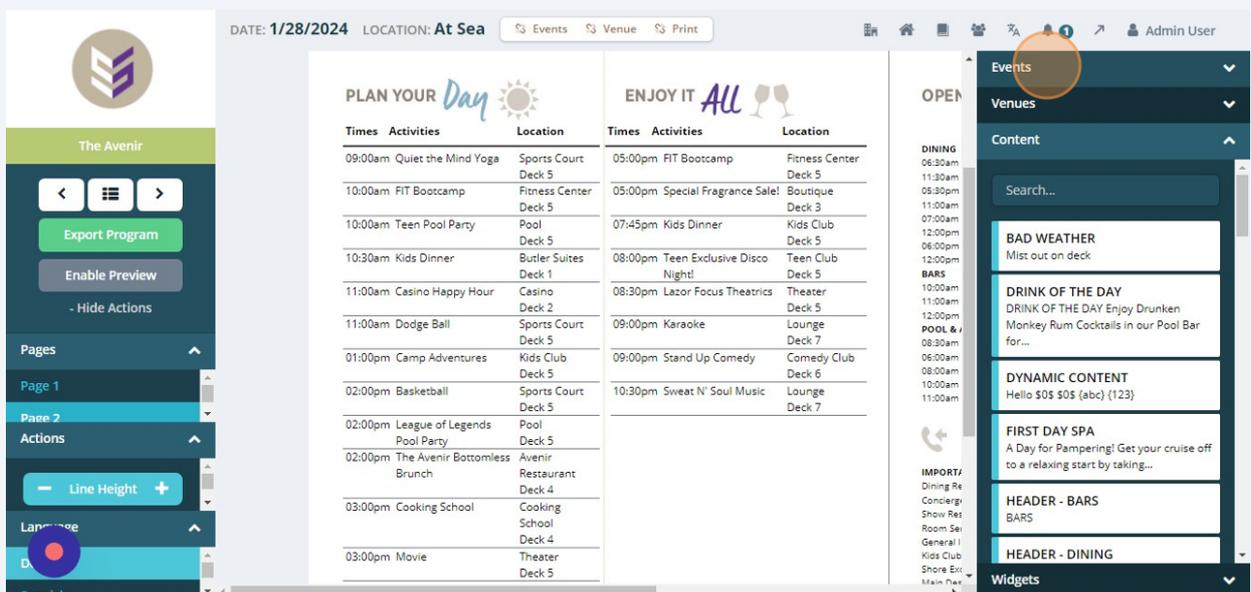
**Note:** We are using our Demo Account to show the example below. However, keep in mind that depending on your Program's layout, the Daily Planner might be on a different Page and **not** Page 2, as shows our example.



4

Below is an example of the event's lineup. It populates automatically from the Canvas. For changes to be made on the lineup, users must change it on the Canvas.

Click "Events" on the left side column to view all the events title and descriptions taking place that day.



5

To adjust the space between the events, click "Line Height" in the lower left section.

The screenshot displays an event management interface for 'The Avenir' on the date 6/4/2024 at the location Nassau. The main content area is divided into two columns: 'PLAN YOUR Day' and 'ENJOY IT ALL'. Each column contains a table of events with columns for 'Times', 'Activities', and 'Location'. The 'PLAN YOUR Day' table lists events from 09:00am to 03:00pm, while the 'ENJOY IT ALL' table lists events from 04:00pm to 11:00pm. A sidebar on the left contains navigation and action buttons, including 'Export', 'Undo Last Change', and 'View Options'. The 'View Options' section includes a 'Line Height' control, which is highlighted with a red circle. The sidebar on the right shows a list of event content items, such as 'BAD WEATHER', 'DRINK OF THE DAY', and 'EXCURSION - TEST CONTENT'.

Times	Activities	Location
09:00am	TBD The Loyalists	Boutique Deck 3
09:00am	Third Eye Yogi	Sports Court Deck 5
09:30am	Teen Exclusive Disco Night!	Teen Club Deck 5
10:00am	TBD General	Kids Club Deck 5
10:00am	Cooking School	Cooking School Deck 4
10:45am	The Polished Closet	Teen Club Deck 5
11:00am	Basketball	Sports Court Deck 5
12:00pm	TBD The Loyalists	Avenir Restaurant Deck 4
12:00pm	Teen Cupcake Extravaganza!	Teen Club Deck 5
12:00pm	Cooking School	Cooking School Deck 4
12:30pm	Tennis For All	Sports Court Deck 5
02:00pm	TBD General	Sports Court Deck 5
03:00pm	Cooking School	Cooking School Deck 4
03:00pm	Teen Exclusive Disco Night!	Teen Club Deck 5

Times	Activities	Location
04:00pm	Dodge Ball	Sports Court Deck 5
04:15pm	All In Equality Bash	Pool Deck 5
05:30pm	Kids Dinner	Kids Club Deck 5
06:00pm	Karaoke	Pool Deck 5
06:00pm	Cooking School	Cooking School Deck 4
07:00pm	Sweat N' Soul Music	Atrium Deck 6
07:00pm	Teen Exclusive Disco Night!	Sports Court Deck 5
08:00pm	Lazor Focus Theatrics	Reception, Tour Desk Deck 2
08:00pm	Musical Appreciation: A Duet	Atrium Deck 6
08:00pm	Cooking School	Cooking School Deck 4
08:30pm	Teen Exclusive Disco Night!	Teen Club Deck 5
09:30pm	Violin Melodies	Atrium Deck 6
10:00pm	Lazor Focus Theatrics	Reception, Tour Desk Deck 2
11:00pm	TBD The Loyalists	Butler Suites Deck 1

6 The example below shows how the events look with less space between them.

DATE: 6/4/2024 LOCATION: Nassau

Events Venue Print

The Avenir

Export Undo Last Change Collapse Actions Pages Page 1 Page 2 View Options Preview Variables LANGUAGE English Line Height Zoom

Times	Activities	Location	Times	Activities	Location
09:00am	TBD The Loyalists	Boutique Deck 3	08:00pm	Lazor Focus Theatrics	Reception, Tour Desk Deck 2
09:00am	Third Eye Yogi	Sports Court Deck 5	08:00pm	Musical Appreciation: A Duet	Atrium Deck 6
09:30am	Teen Exclusive Disco Night!	Teen Club Deck 5	08:00pm	Cooking School	Cooking School Deck 4
10:00am	TBD General	Kids Club Deck 5	08:30pm	Teen Exclusive Disco Night!	Teen Club Deck 5
10:00am	Cooking School	Cooking School Deck 4	09:30pm	Violin Melodies	Atrium Deck 6
10:45am	The Polished Closet	Teen Club Deck 5	10:00pm	Lazor Focus Theatrics	Reception, Tour Desk Deck 2
11:00am	Basketball	Sports Court Deck 5	11:00pm	TBD The Loyalists	Butler Suites Deck 1
12:00pm	TBD The Loyalists	Avenir Restaurant Deck 4	11:00pm	One Last Party	Teen Club Deck 5
12:00pm	Teen Cupcake Extravaganza!	Teen Club Deck 5			
12:00pm	Cooking School	Cooking School Deck 4			
12:30pm	Tennis For All	Sports Court Deck 5			
02:00pm	TBD General	Sports Court Deck 5			
03:00pm	Cooking School	Cooking School Deck 4			
03:00pm	Teen Exclusive Disco Night!	Teen Club Deck 5			
04:00pm	Dodge Ball	Sports Court Deck 5			
04:15pm	All In Equality Bash	Pool Deck 5			
05:30pm	Kids Dinner	Kids Club Deck 5			
06:00pm	Karaoke	Pool Deck 5			
06:00pm	Cooking School	Cooking School Deck 4			
07:00pm	Sweat N' Soul Music	Atrium Deck 6			
07:00pm	Teen Exclusive Disco Night!	Sports Court Deck 5			

Events

Search...

Event Test Event

**BAD WEATHER SWEATHERS**

**DRINK OF THE DAY**  
DRINK OF THE DAY Enjoy Drunken Monkey Rum Cocktails in our Pool Bar for...

**EXCURSION - TEST CONTENT**  
Tour Name Meeting Location Meeting Time Tour Example 1...

**FAREWELL MESSAGE 1**  
Farewell Message

**FIRST DAY SPA**  
A Day for Pampering! Get your cruise off to a relaxing start by taking...

**HEADER - BARS**  
BARS

**HEADER - DINING**  
DINING

**HEADER - GUEST SERVICES**  
GUEST SERVICES Guest Services desk is open 24 hours located on Deck 4.

Widgets

7 To add events to the "events of the day" or "highlights", drag and drop the piece of content from the events to a content box.

DATE: 1/28/2024 LOCATION: At Sea

Events Venue Print

The Avenir

Export Program Enable Preview Hide Actions Pages Page 1 Page 2 Actions Line Height Zoom

Times	Activities	Location	Times	Activities	Location
09:00am	Quiet the Mind Yoga	Sports Court Deck 5	05:00pm	FIT Bootcamp	Fitness Center Deck 5
10:00am	FIT Bootcamp	Fitness Center Deck 5	05:00pm	Special Fragrance Sale!	Boutique Deck 3
10:00am	Teen Pool Party	Pool Deck 5	07:45pm	Kids Dinner	Kids Club Deck 5
10:30am	Kids Dinner	Butler Suites Deck 1	08:00pm	Teen Exclusive Disco Night!	Teen Club Deck 5
11:00am	Casino Happy Hour	Casino Deck 2	08:30pm	Lazor Focus Theatrics	Theater Deck 5
11:00am	Dodge Ball	Sports Court Deck 5	09:00pm	Karaoke	Lounge Deck 7
01:00pm	Camp Adventures	Kids Club Deck 5	09:00pm	Stand Up Comedy	Comedy Club Deck 6
02:00pm	Basketball	Sports Court Deck 5	10:30pm	Sweat N' Soul Music	Lounge Deck 7
02:00pm	League of Legends Pool Party	Pool Deck 5			
02:00pm	The Avenir Bottomless Brunch	Restaurant Deck 4			
03:00pm	Cooking School	Cooking School Deck 4			
03:00pm	Movie	Theater Deck 5			

OPEN

Search...

**ARTIST'S WORKSHOP FOR TEENS**  
Artist's Workshop for Teens Join our very talented resident artist who...

**BASKETBALL**  
Basketball Our basketball competition features pick-up, H-O-R-S-E, Half...

**CAMP ADVENTURES**  
Camp Adventures Get into teams and explore the ship together! Participate...

**CASINO HAPPY HOUR**  
Casino Happy Hour Join in the fun from 11:00am to 4:00pm! Play Roulette...

**COMEDY CLUB CLASSES**  
Comedy Club Classes First improv theater dedicated to the art of Chicago...

Venues

Content

Widgets



Remember, in order to drag and drop a piece of content, you need an available content box. Simply use the green "+" icon to create one.