

**Event**   Edit   **Manage fields**   Display fields

🔗 Add fields and groups to the content type, and arrange them on content display and input forms. You can add a field to a group by dragging it below and to the right of the group.

Label	Name	Type	Operations
⊕ Title	Node module form.		
⊕ Event	field_event2	Datetime	<a href="#">Configure</a> <a href="#">Remove</a>
⊕ Menu settings	Menu module form.		
⊕ Body	Node module form.		
⊕ Book	Book module form.		
⊕ File attachments	Upload module form.		

**Add**

⊕ 🔗 **New field**

field\_  - Select a field type -  - Select a widget -  
Label Field name (a-z, 0-9, \_) ? Type of data to store. Form element to edit the data.

⊕ 🔗 **New group**

group\_   
Label Group name (a-z, 0-9, \_)

Save

Event [Edit](#) [Manage fields](#) [Display fields](#)

Event basic information

Label:

Event

Widget type:

Text Field with Date Pop-up calendar

[Change basic information](#)

Event settings

These settings apply only to the Event field as it appears in the Event content type.

Default value:

Now

A default value to use for this field. If you select 'Relative', add details below.

Default value for To date:

Blank

A default value to use for this field. If you select 'Relative', add details below.

[Customize Default Value](#)

Input format:

06/24/2009 - 00:56

Set the order and format for the date parts in the input form. The format will be adapted to remove values not in the granularity for this field.

Years back and forward:

0:+1

Number of years to go back and forward in the year selection list, default is -3:+3.

Time increment:

15

Increment the minute and second fields by this amount.

[Customize Date Parts](#)

Help text:

Instructions to present to the user below this field on the editing form.  
Allowed HTML tags: <a> <b> <big> <code> <del> <em> <i> <ins> <pre> <q> <small> <span> <strong> <sub> <sup> <tt> <ol> <ul> <li> <p> <br> <img>

The ID for [excluding or including](#) this element is: edit-description - the path is: admin/content/node-type/event/fields/field\_event2

Global settings

These settings apply to the Event field in every content type in which it appears.

Required

Number of values:

1

Maximum number of values users can enter for this field.  
\*Unlimited\* will provide an 'Add more' button so the users can add as many values as they like.  
Warning! Changing this setting after data has been created could result in the loss of data!

To Date:

- Never
- Optional
- Required

Display a matching second date field as a 'To date'. If marked 'Optional' field will be presented but not required. If marked 'Required' the 'To date' will be required if the 'From date' is required or filled in.

Changing the To date setting after data has been created could result in the loss of data!

Granularity:

- Year
- Month
- Day
- Hour
- Minute
- Second

Set the date elements to be stored (at least a year is required).

Default Display:

Long

Select a default format type to be used for the date display. Visit the [Date and time date format page](#) to add and edit format types.

Time zone handling:

Site's time zone

Select the timezone handling method to be used for this date field.

Changing the Time zone handling setting after data has been created could result in the loss of data!

[Save field settings](#)



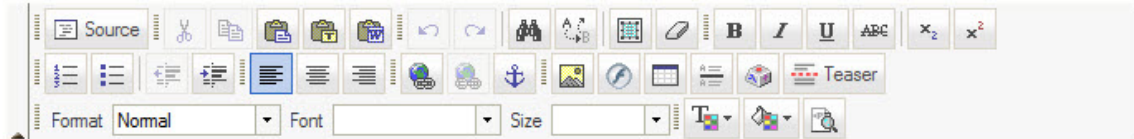
## Create Event

Title: \*

▶ [Menu settings](#)

Body:

Show summary in full view



A rich text editor toolbar with various icons for text formatting and content insertion. The icons include Source, Cut, Copy, Paste, Undo, Redo, Bold, Italic, Underline, ABC, x<sub>2</sub>, x<sup>2</sup>, Bulleted list, Numbered list, Decrease indent, Increase indent, Link, Unlink, Image, Video, Table, Teaser, Format (Normal), Font, and Size.

[Switch to plain text editor](#)

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