

Manual

1 — Last update: 2016/03/09

AvailabilityCalendar.com

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Embed code

Do you want to embed (insert) a calendar on your website?

- In the main menu, click on *Calendars*.
- Click on *Options* near the calendar you want to embed.
- Click on *Embed*.
- Click on *Start Installation*.

You're now on the *Embed page*.

On this embed page you can select some options for the calendar you want to display. Also the embed code is generated here. This is the code you will have to copy and paste into your website. Every time you change a setting, the embed code will be updated automatically.

The screenshot shows the 'Embed: Holiday Cottage' page. On the left is a dark blue sidebar with the 'AvailabilityCalendar.com' logo and a menu with icons and labels: 'Calendars', 'Settings', 'Users', 'My Account', 'Help', and 'Logout'. The main content area has a title 'Embed: Holiday Cottage' and a 'Back' button. Below the title are two columns of settings. The left column contains: 'View' (Monthly), 'Display calendar title' (No), 'Language' (English), 'Number of months to show' (1), and 'Display legend' (No). The right column contains three dropdown menus: 'Embed Code', 'Hyperlink / Pop-up Code', and 'Apply Custom CSS'.

Embed Options

- *View*: Choose if you want to show the calendar on a *Monthly* basis or in a *Yearly* overview. You can also choose to display *Multiple Calendars* in one overview.
- *Display calendar title*: Show or hide the title of the calendar.

- *Display booking information*: Show or hide the booking information from the text fields as a tooltip in the calendar when a visitors hover the dates with their mouse.
 - *Language*: In what language do you want the calendar to show up?
 - *Number of months to show*: How many months do you want to show?
 - *Display legend*: Should the legend show up near the calendar?
 - *First day of the week*: On which day should the week start?
 - *Start Date*: Do you want the calendar to start on a certain month or year?
 - *Display history*: Do you want to show or hide the booking history for your visitors?
-

Embed Code

Click on the tab *Embed Code* to display the embed codes. The *Embed Code* can easily be copied and pasted into the source code of your web page. You can choose between two *Embed Codes*: The *JavaScript* and the *iframe* code. We recommend to use the *JavaScript*.

JavaScript

A JavaScript that can be placed into the source code of your website. The advantage of the JavaScript embed code over the iframe embed code is that it automatically detects the height of the calendar, so no scrollbars will ever appear.

Iframe

This is a normal HTML iframe code. The default height of the iframe is 246 pixels (you can find it in the code), which is exactly the height of a calendar month box. If you're using the iframe code and seeing scroll bars, you might want to increase the height of the iframe manually.

Hyperlink / Pop-up Code

A direct link to the calendar

A normal hyperlink to a blank page with the calendar.

HTML code that opens the calendar in a new window

A HTML link which links to a blank page with the calendar.

HTML code that opens the calendar in a pop-up

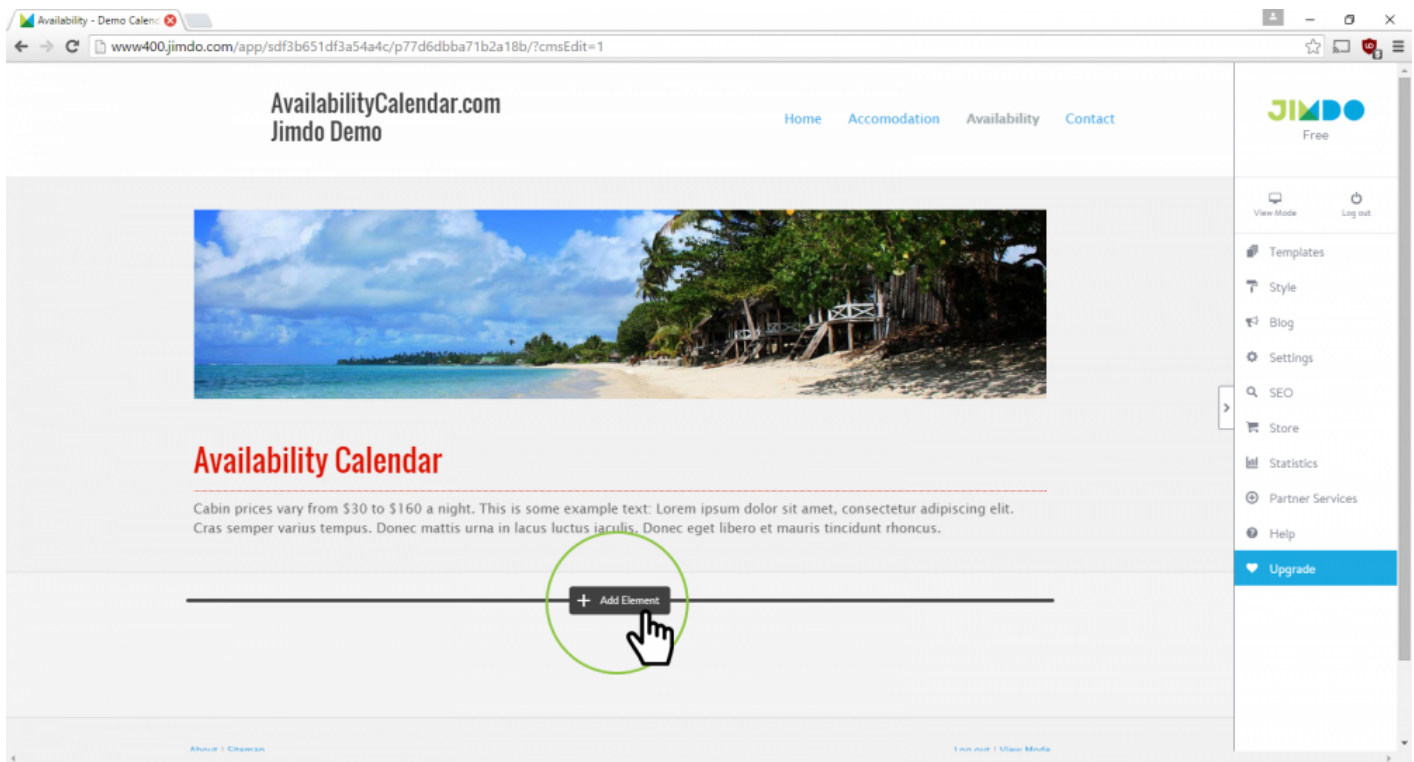
A HTML link that opens a pop-up with the calendar.

Apply Custom CSS

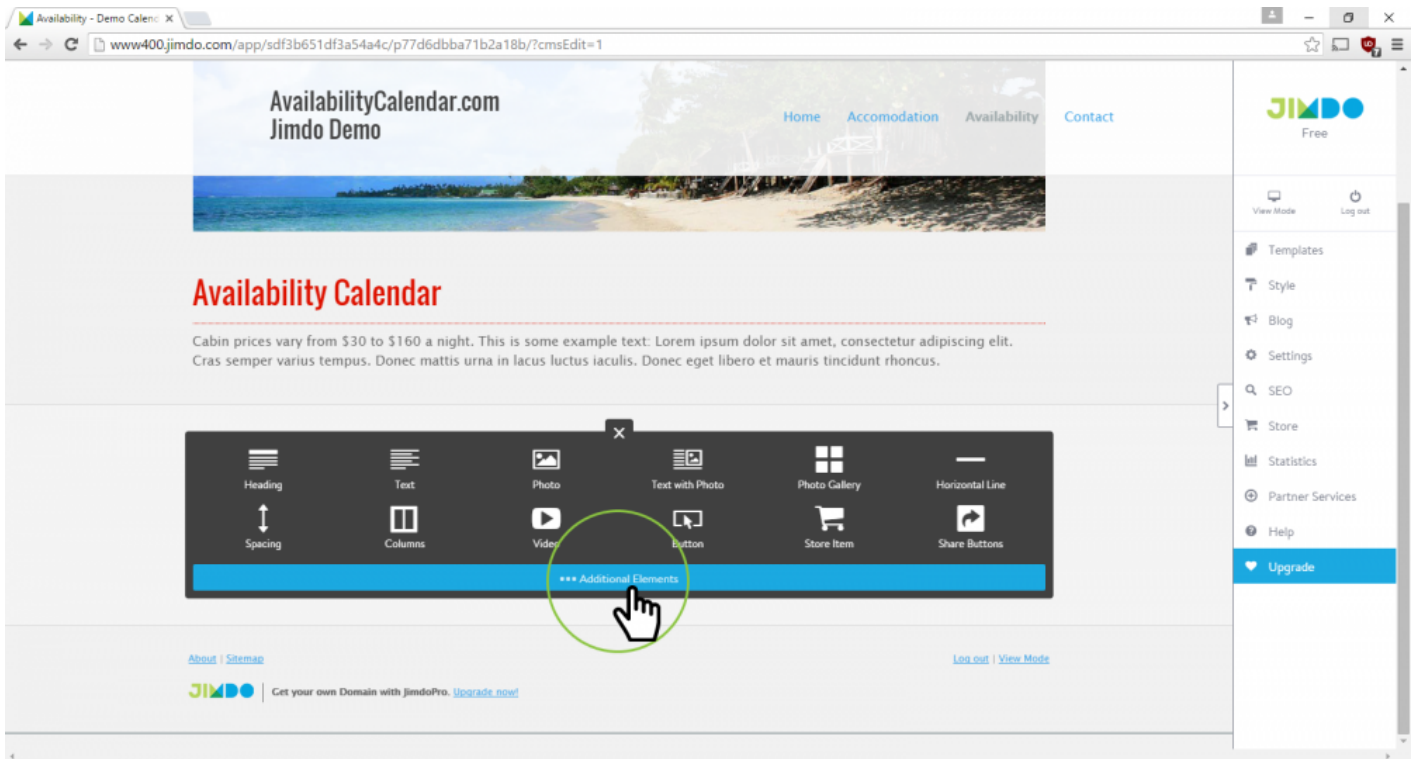
You can customize the calendar's style by adding your own CSS file. [Learn more.](#)

Embed on Jimdo

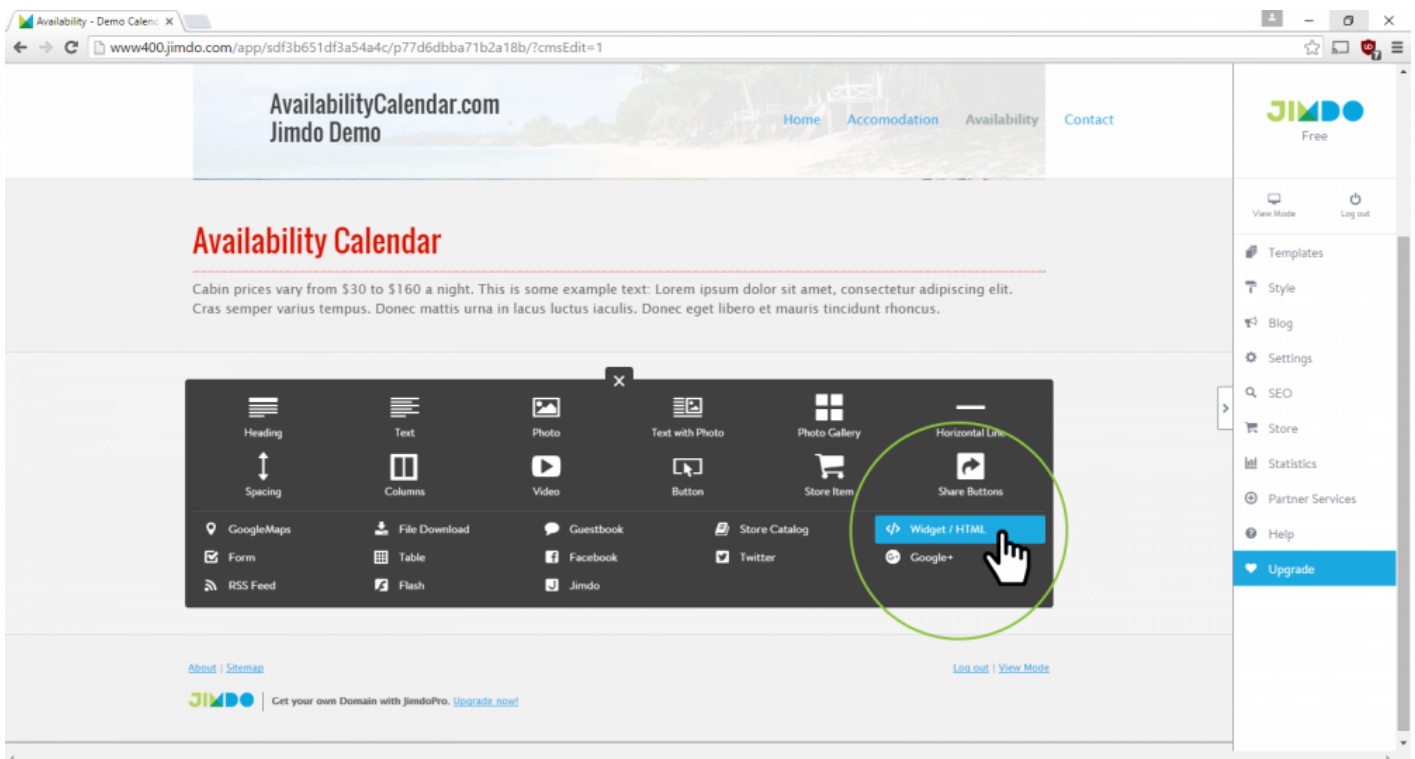
1. Generate an embed code. Follow the steps in the topic [Embedding a calendar](#).
2. Login to Jimdo.
3. Open the page where you want to insert the availability calendar.
4. Click on *Add Element*.



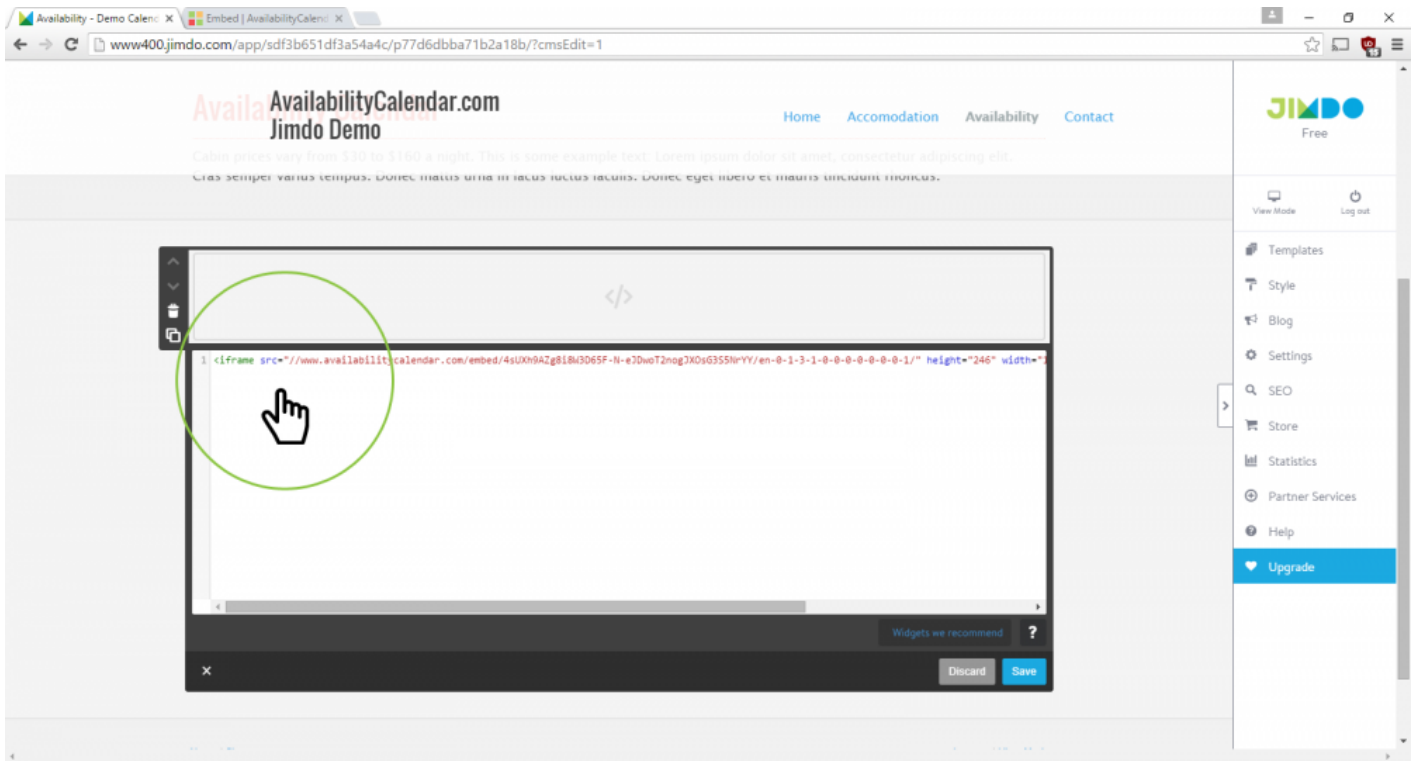
5. We're looking for the *Widget / HTML* element. Click on *Additional Elements*.



6. Click on *Widget / HTML* button.



7. Copy and paste the embed code (from step 1) into the text area.



8. Save the element. The calendar should show up!

AvailabilityCalendar.com
Jimdo Demo

Home Accomodation Availability Contact

Availability Calendar

Cabin prices vary from \$30 to \$160 a night. This is some example text: Lorem ipsum dolor sit amet, consectetur adipiscing elit. Cras semper varius tempus. Donec mattis urna in lacus luctus iaculis. Donec eget libero et mauris tincidunt rhoncus.

February 2016 March 2016 April 2016

Available Booked

About | Sitemap Log out | View Mode

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Jimdo Free

View Mode Log out

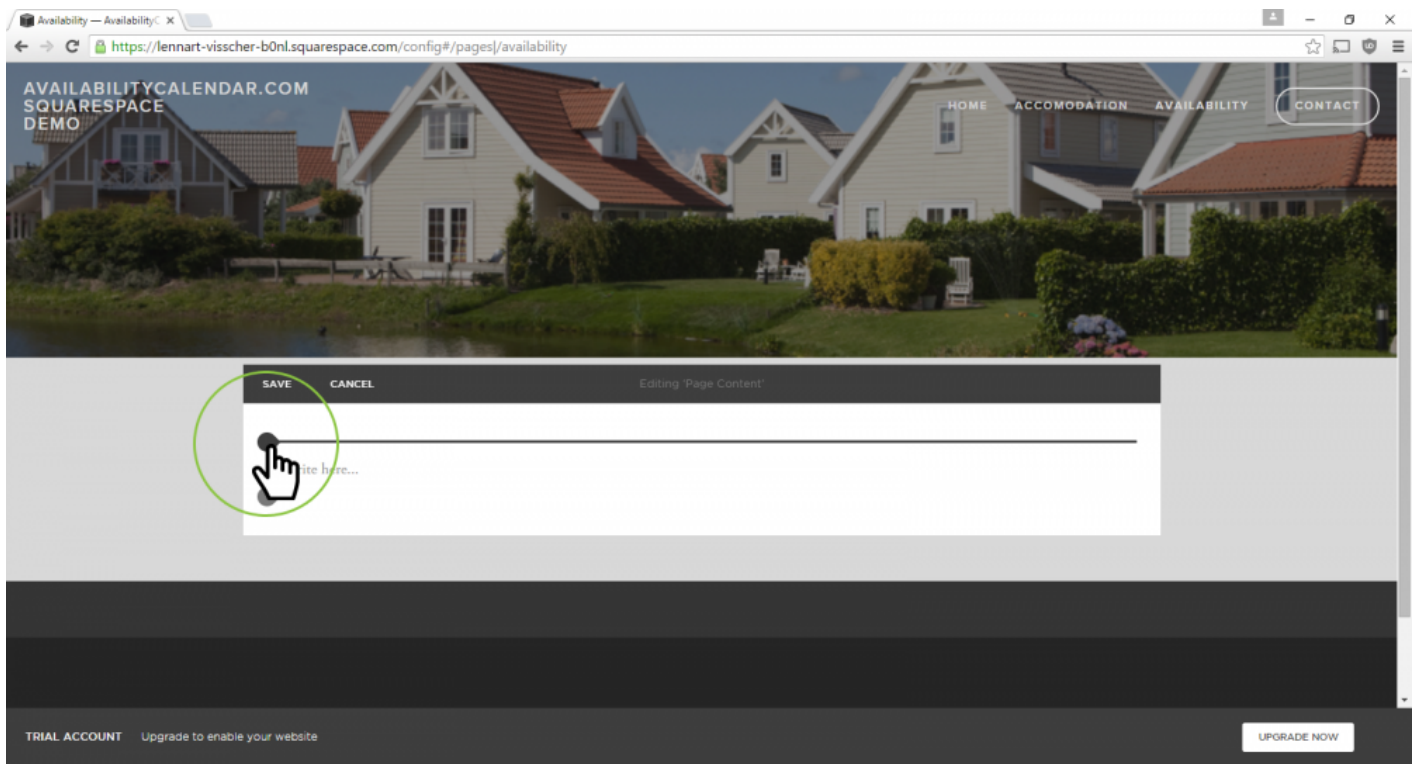
Templates Style Blog Settings SEO Store Statistics Partner Services Help Upgrade



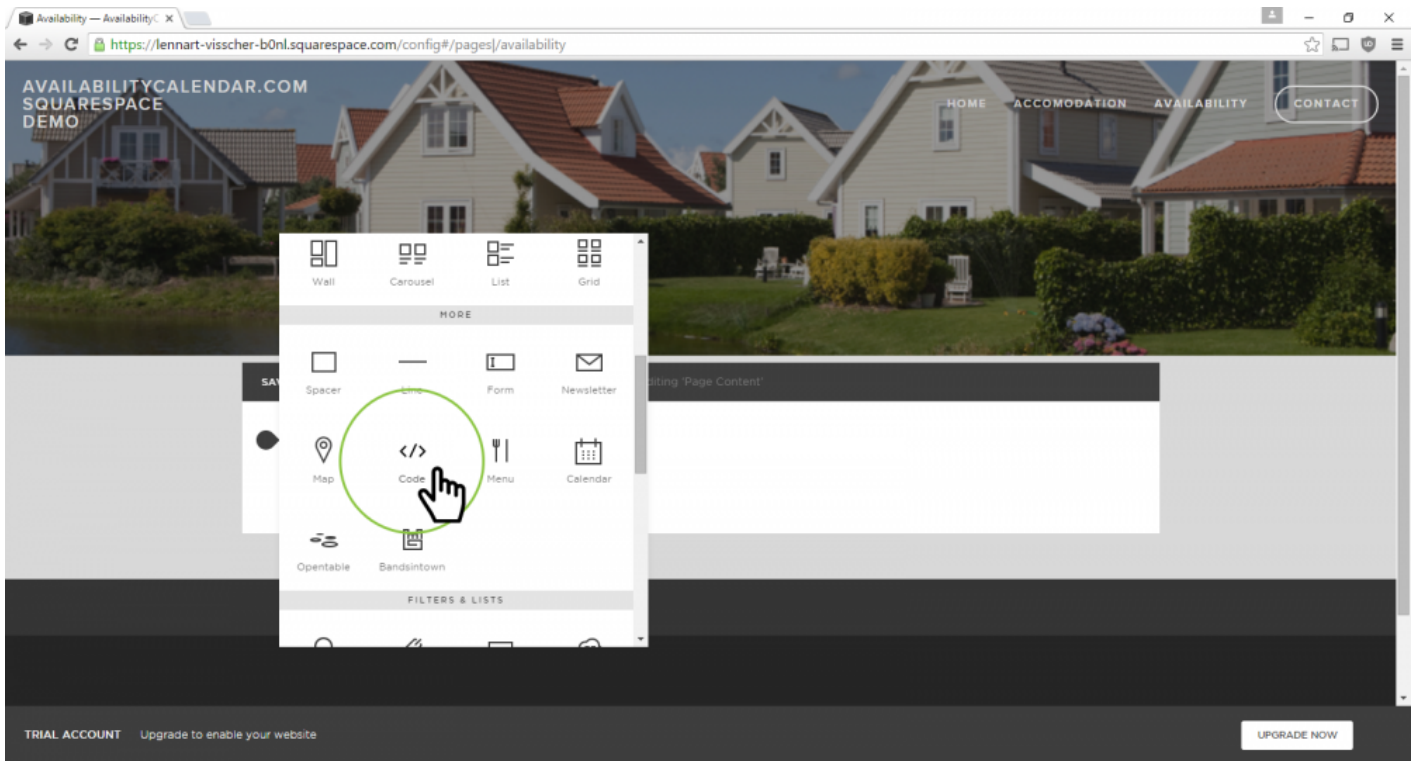
Both the JavaScript and the iframe embed code will work. Note that when you use the JavaScript embed code, the calendar will not display in the *editing mode* of Jimdo. But it will display normally in the *viewing mode*.

Embed on SquareSpace

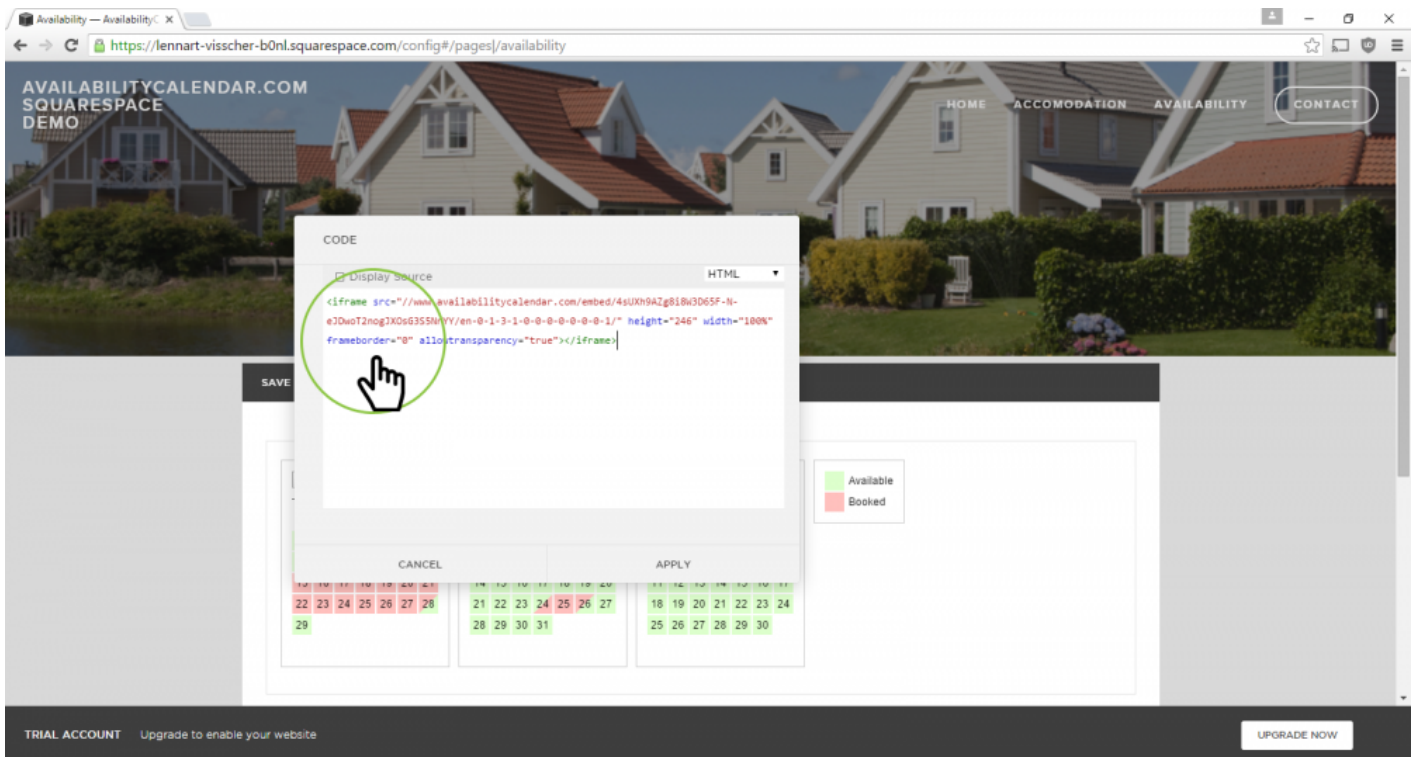
1. Generate an embed code. Follow the steps in the topic [Embedding a calendar](#).
2. Login to SquareSpace.
3. Open the page where you want to insert the availability calendar.
4. Add a *Content Block*.



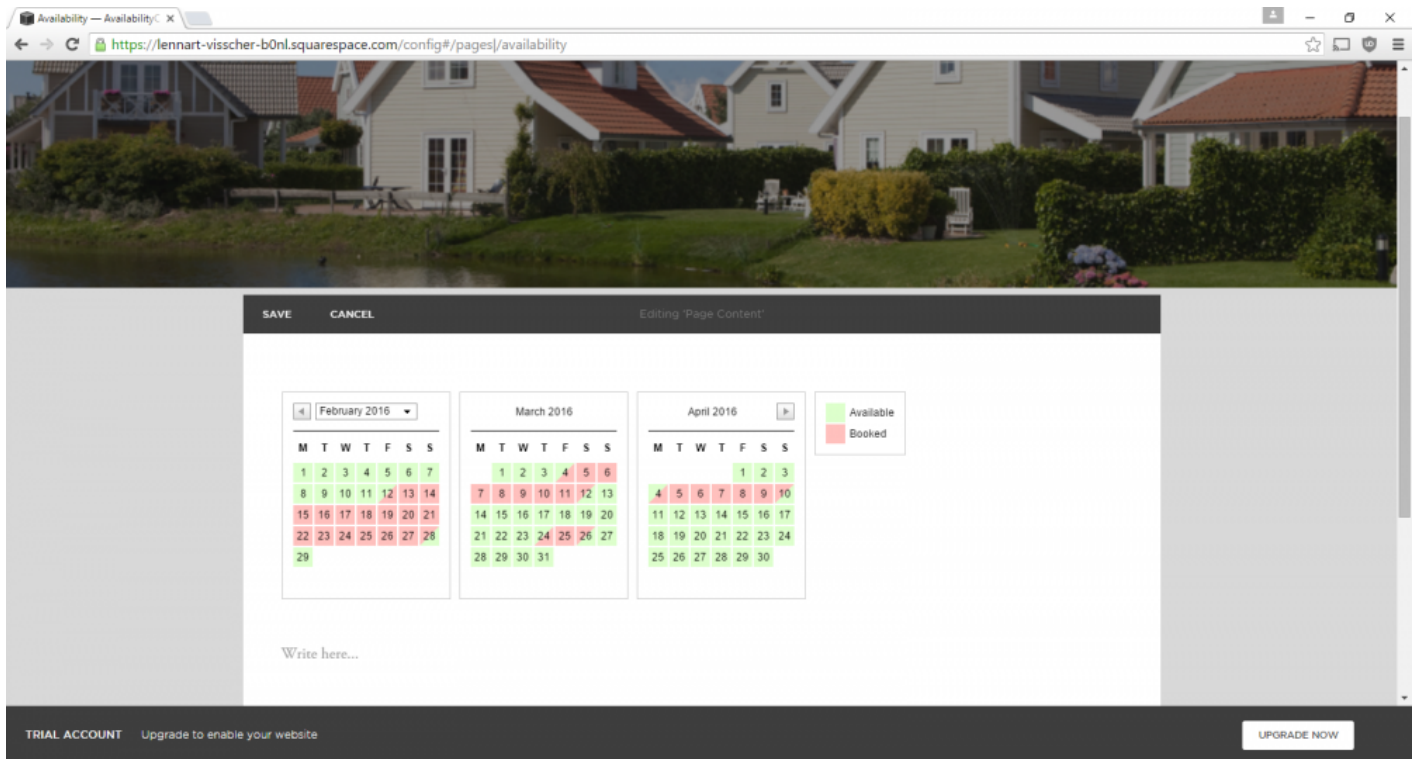
5. Click on the the *Code* button.



6. Copy and paste the embed code (from step 1) into the text area.



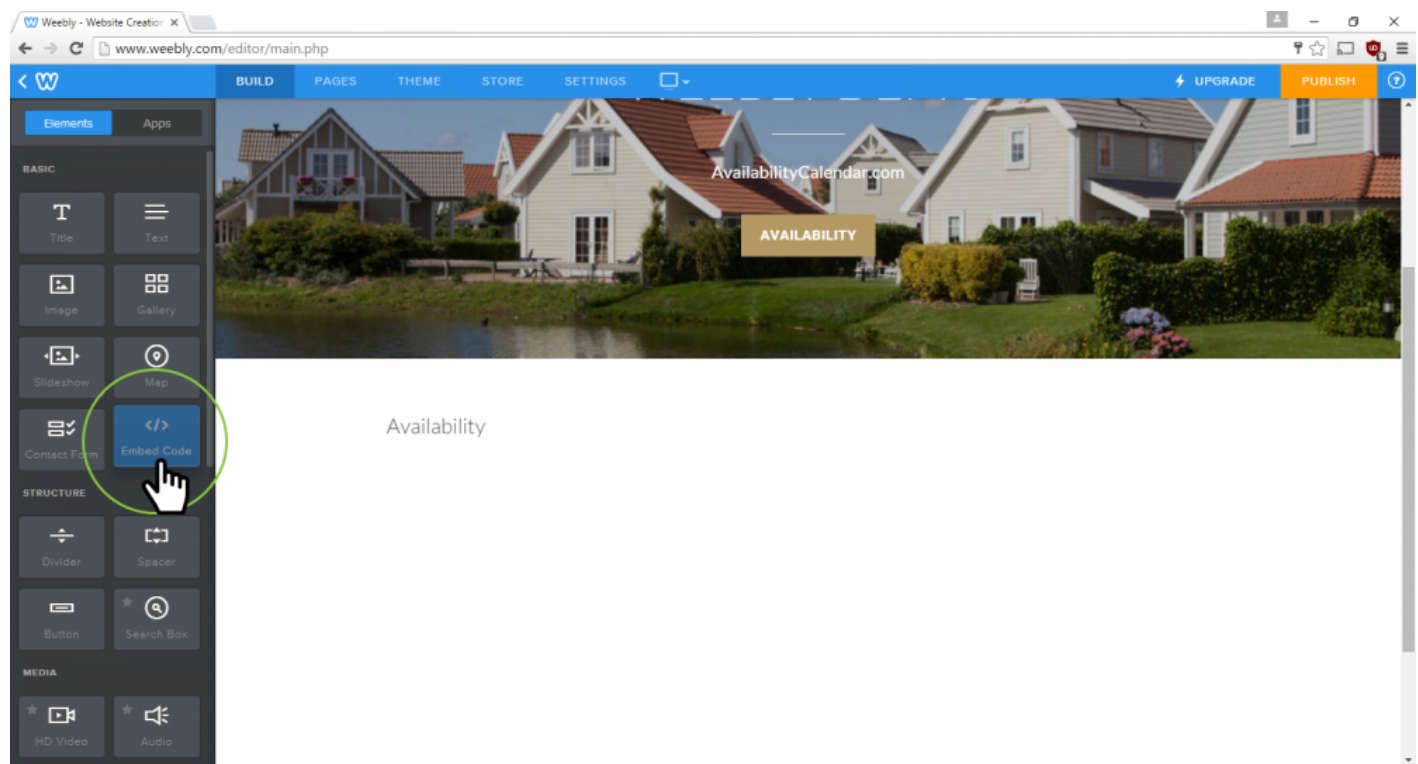
7. Click on *Apply*. The calendar is now inserted into your page.



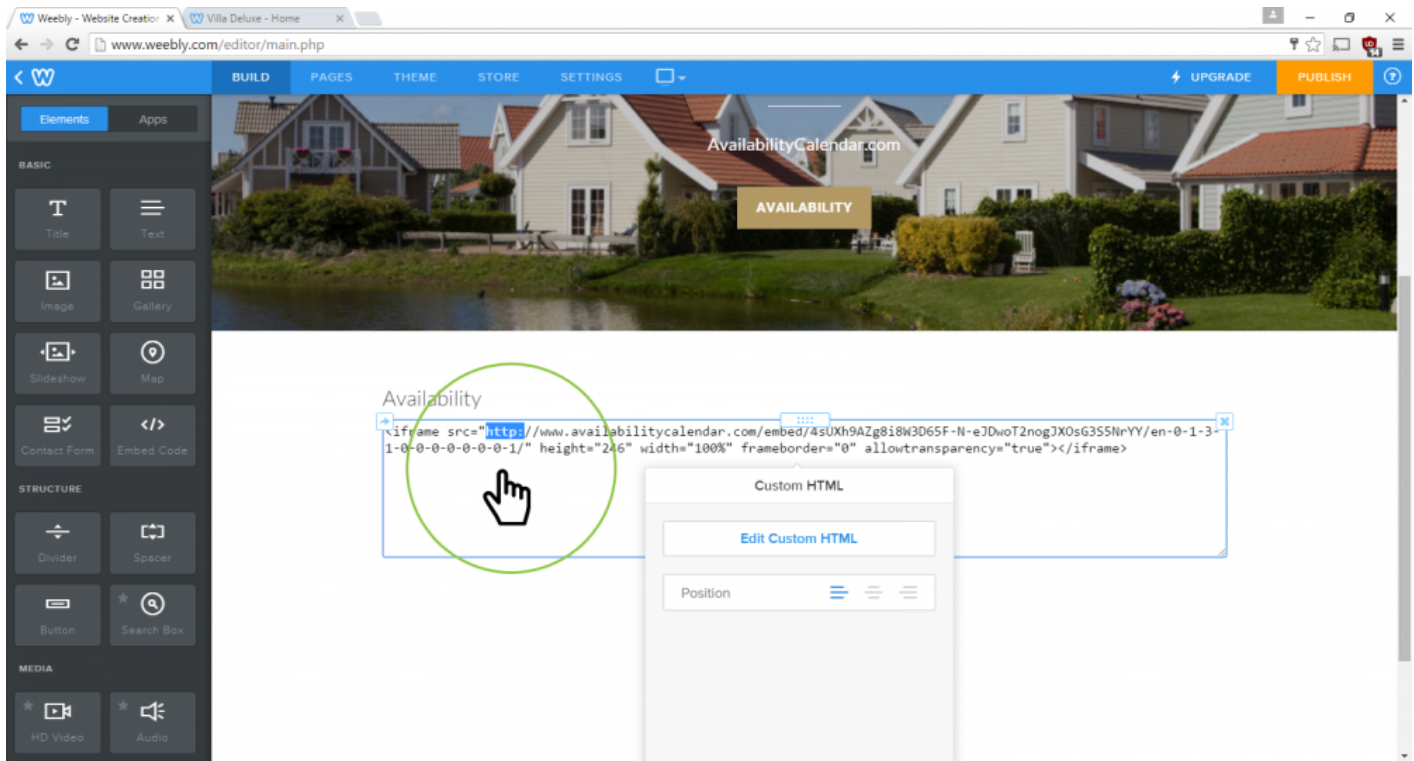
Both the JavaScript and the iframe embed code will work. Note that when you use the JavaScript embed code, the calendar will not display in the *editing mode* of Squarespace. But it will display normally in the live mode of your website.

Embed on Weebly

1. Generate an embed code. Follow the steps in the topic [Embedding a calendar](#).
2. Login to Weebly.
3. Open the page where you want to insert the availability calendar.
4. Drag the *Embed Code* element into the page.



5. Copy and paste the embed code (from step 1) into the text area.



Important: you have to manually type **http:** or **https:** in the embed code, just before the two // slashes.

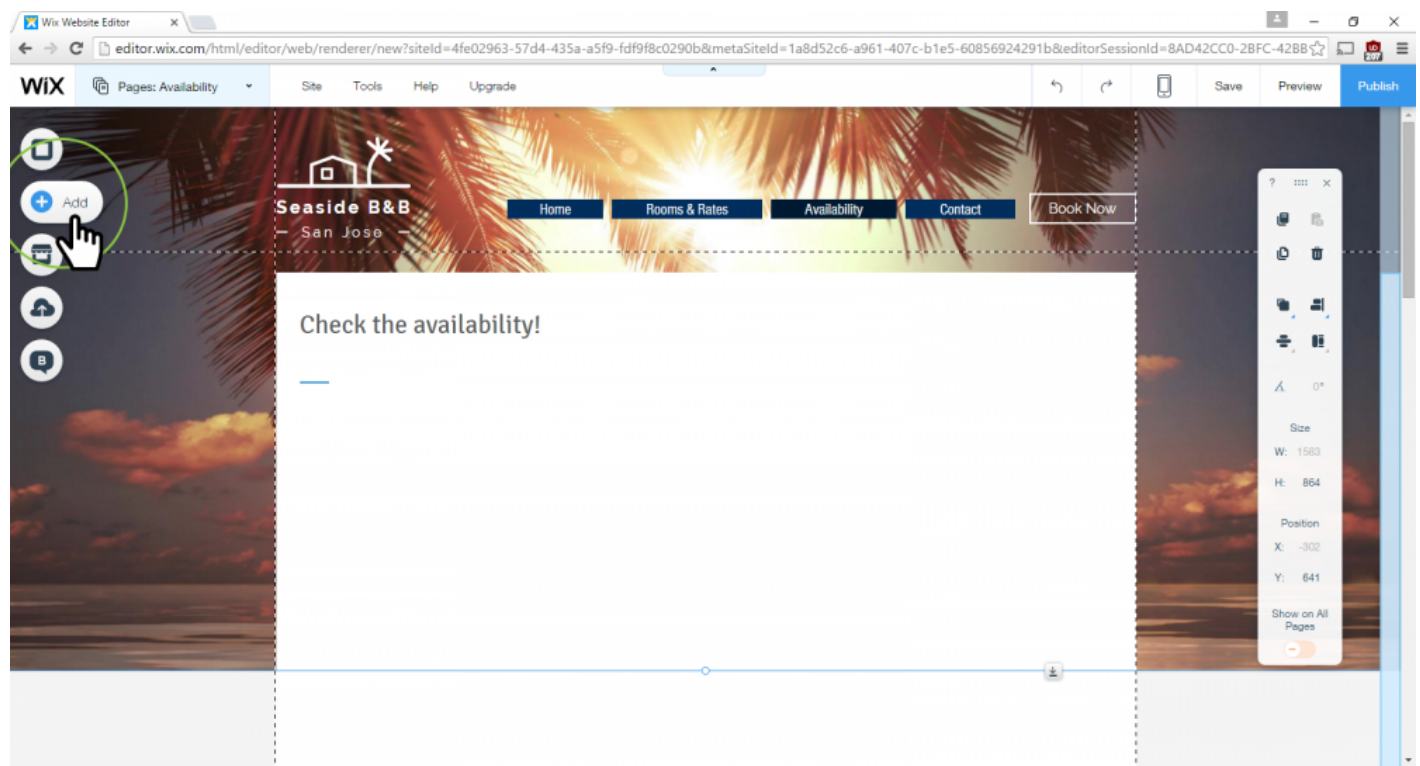
6. Click anywhere in the page to finish editing the HTML.



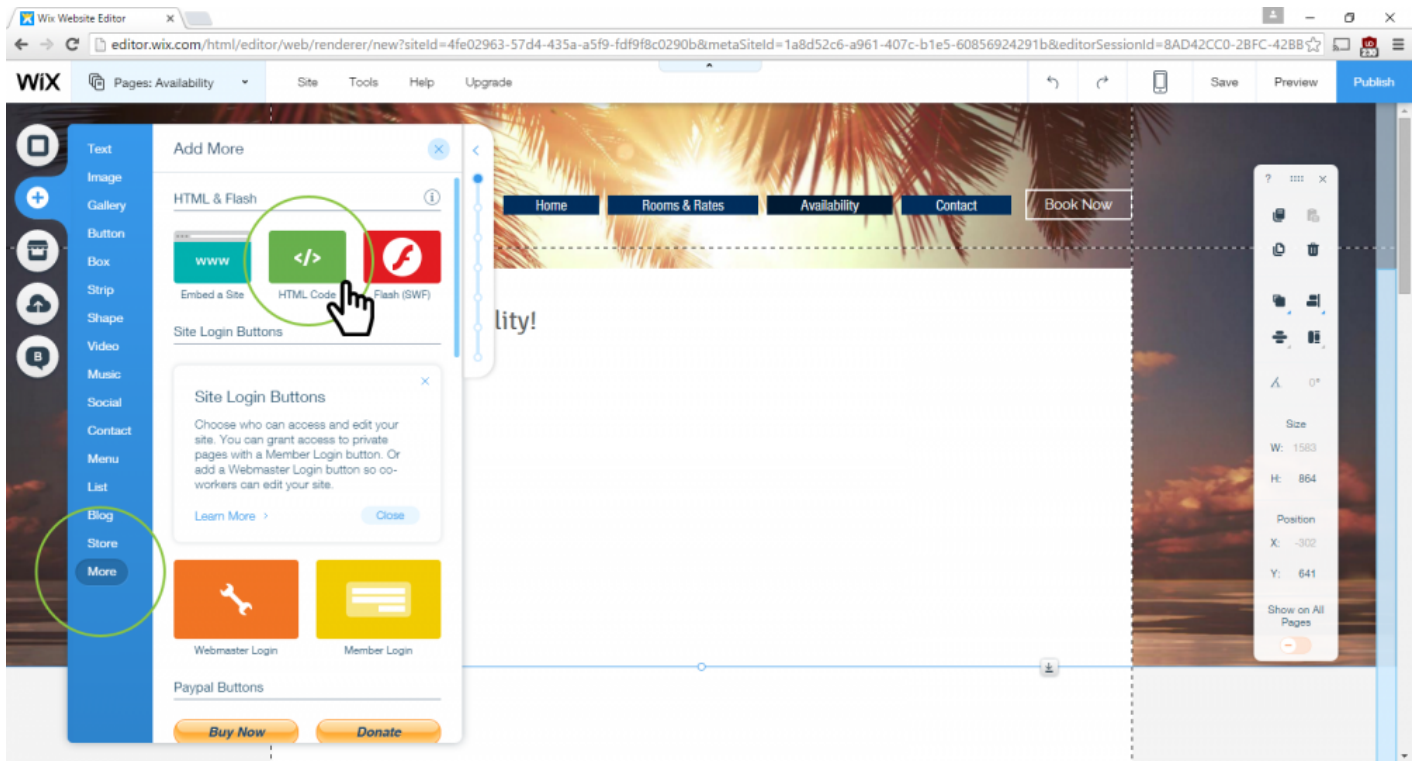
Both the JavaScript and the iframe embed code will work. Note that the calendar might not display in the *Build* mode of Weebly. But it will display normally in the live mode of your website.

Embed on Wix

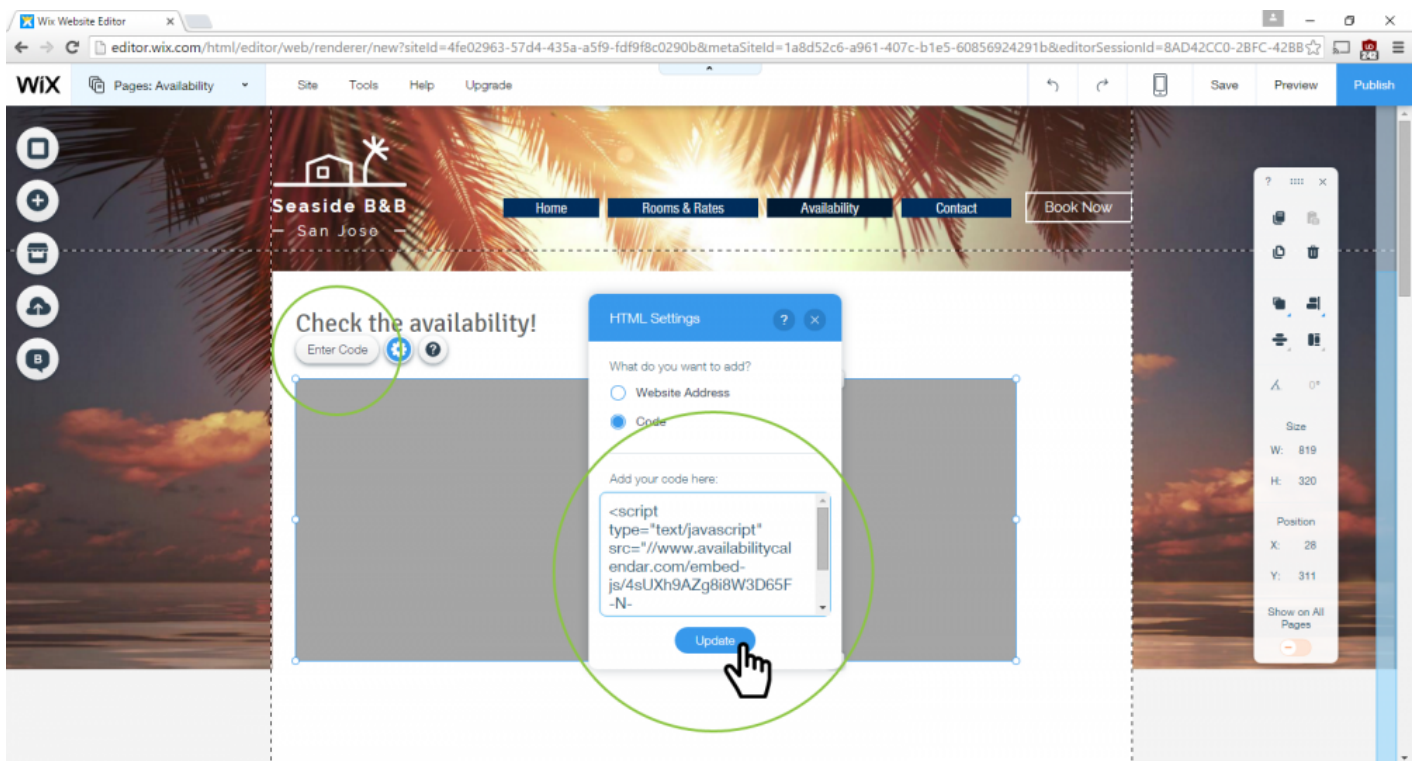
1. Generate an embed code. Follow the steps in the topic [Embedding a calendar](#).
2. Login to Wix.
3. Open the page where you want to insert the availability calendar.
4. Click on + *Add*.



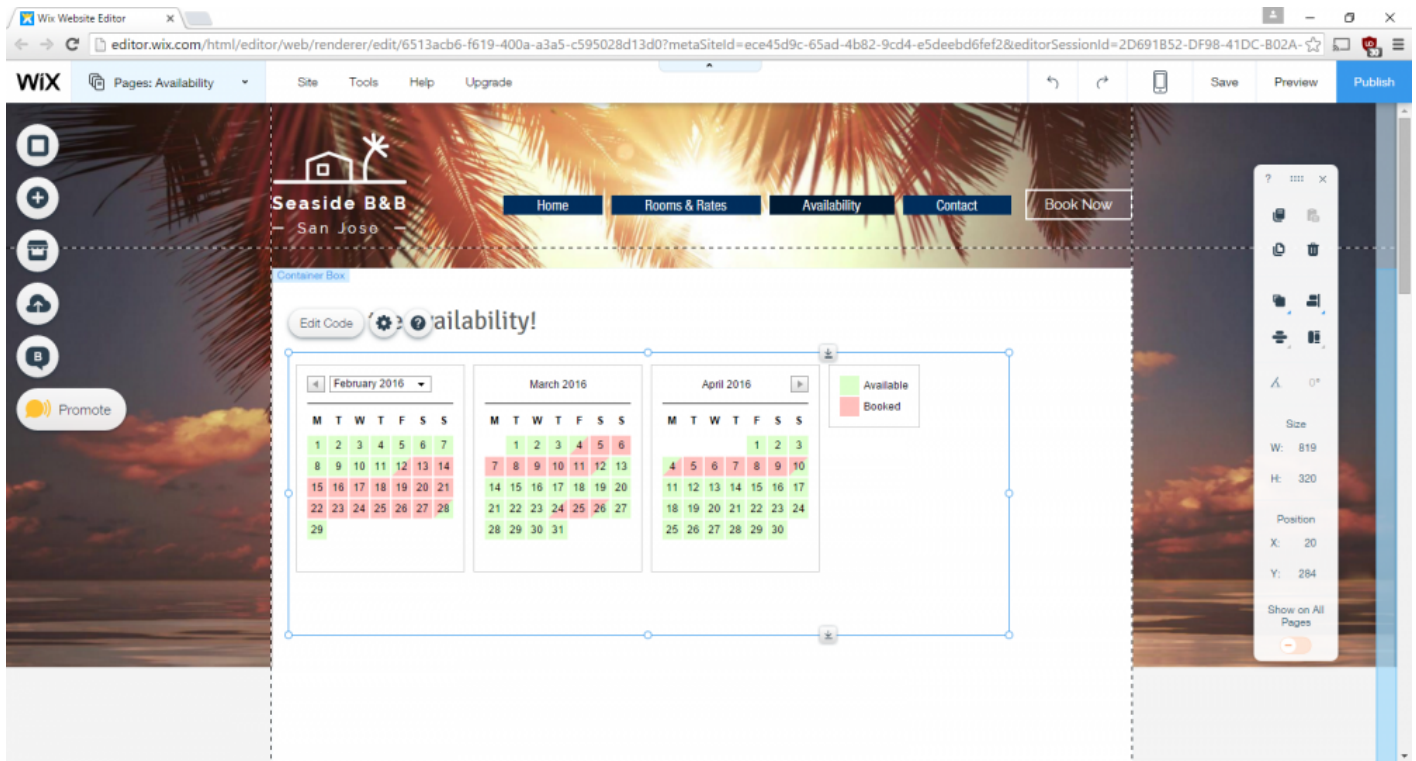
5. Select *More* and click on *HTML Code*.



6. Resize the box and click on *Enter Code*. Copy and paste the embed code (from step 1) into the text area and click on *Update*.

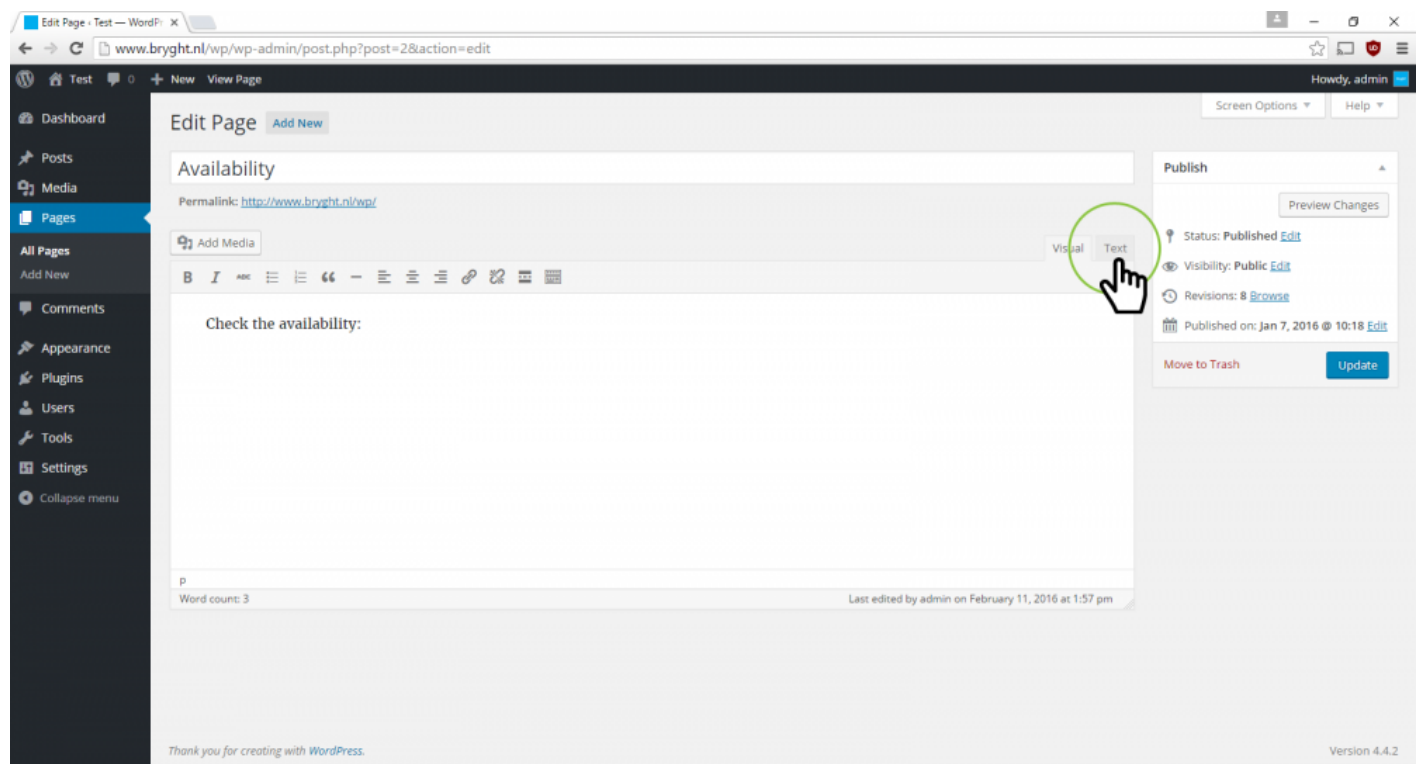


8. The calendar is now inserted into your page.

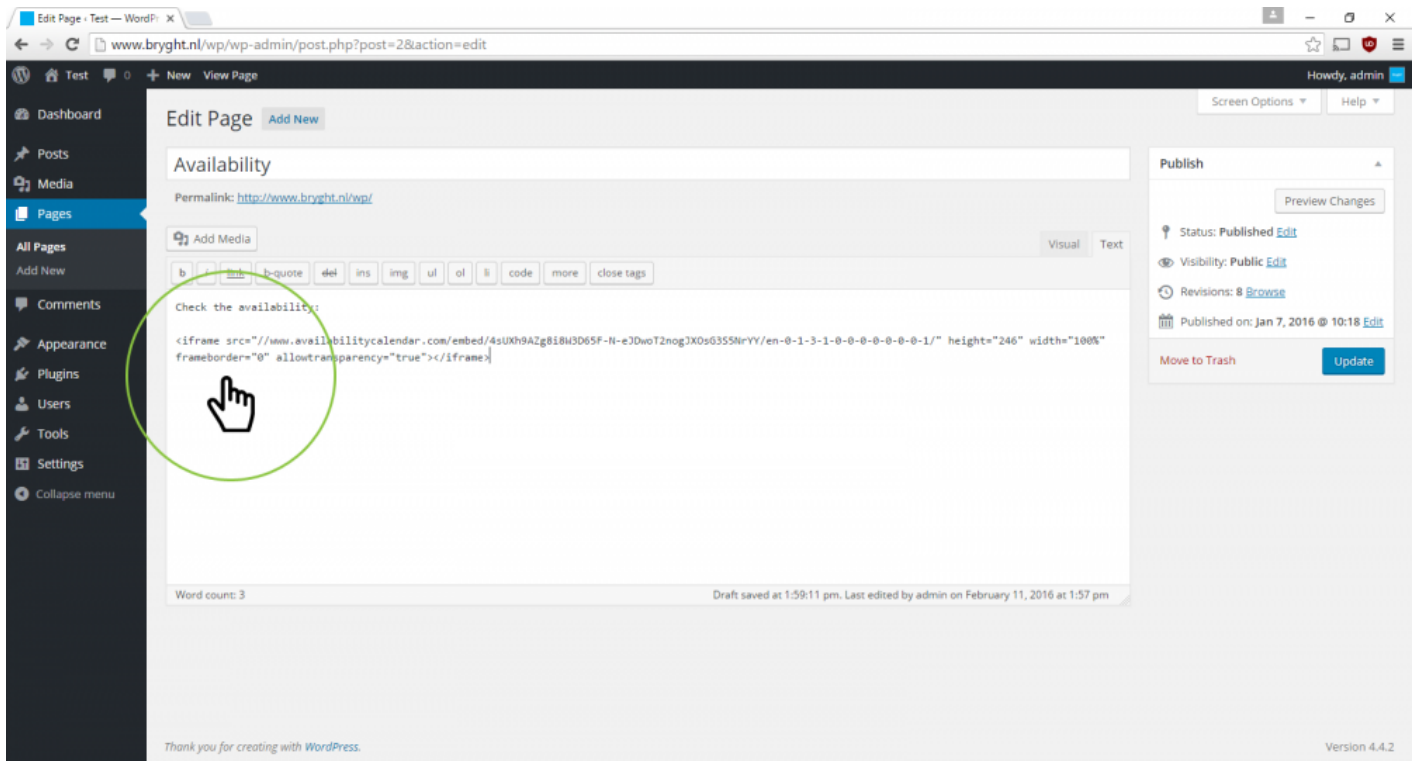


Embed on WordPress

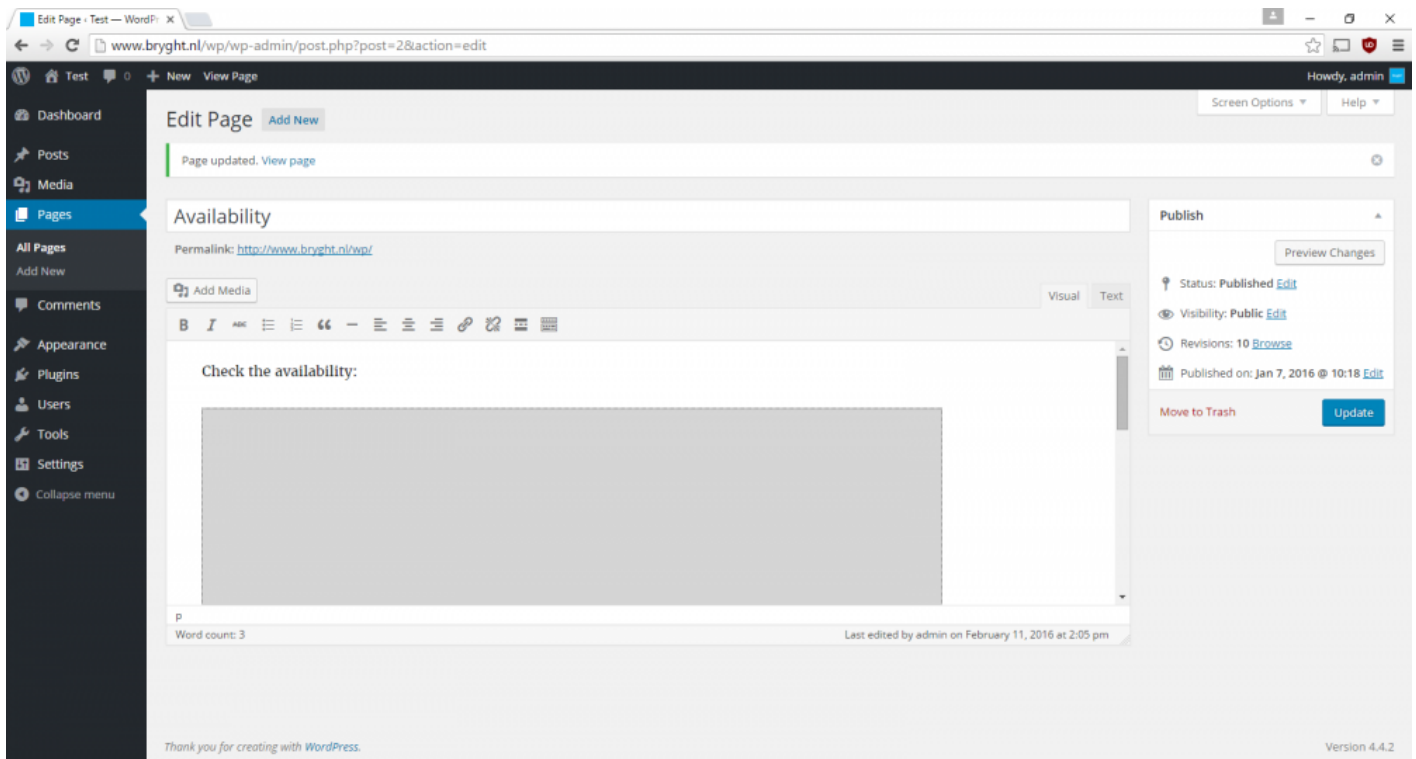
1. Generate an embed code. Follow the steps in the topic [Embedding a calendar](#).
2. Login to your WordPress website.
3. Open the page where you want to insert the availability calendar.
4. Click on the *Text* tab.



5. Copy and paste the embed code (from step 1) into the text area.



6. Click on *Apply*. The calendar is now inserted into your page.

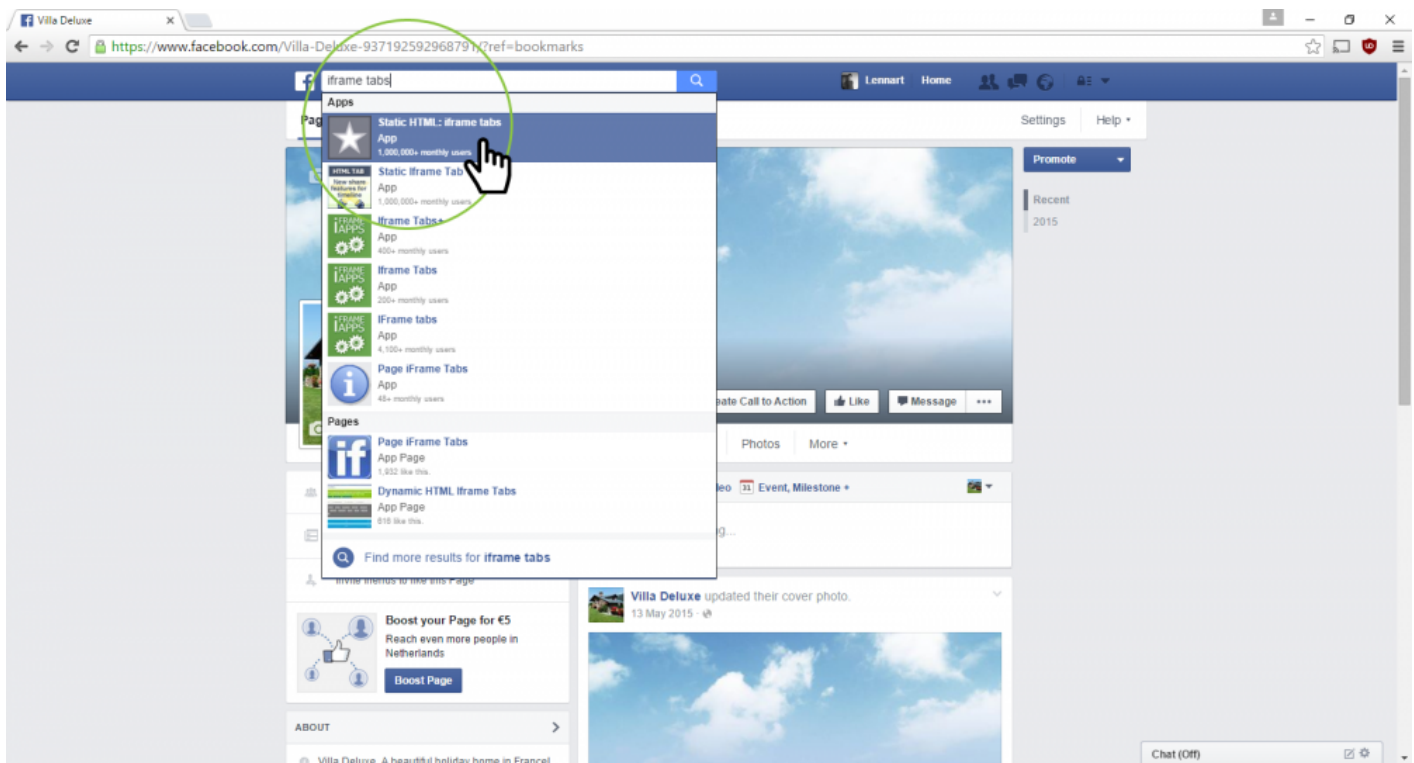




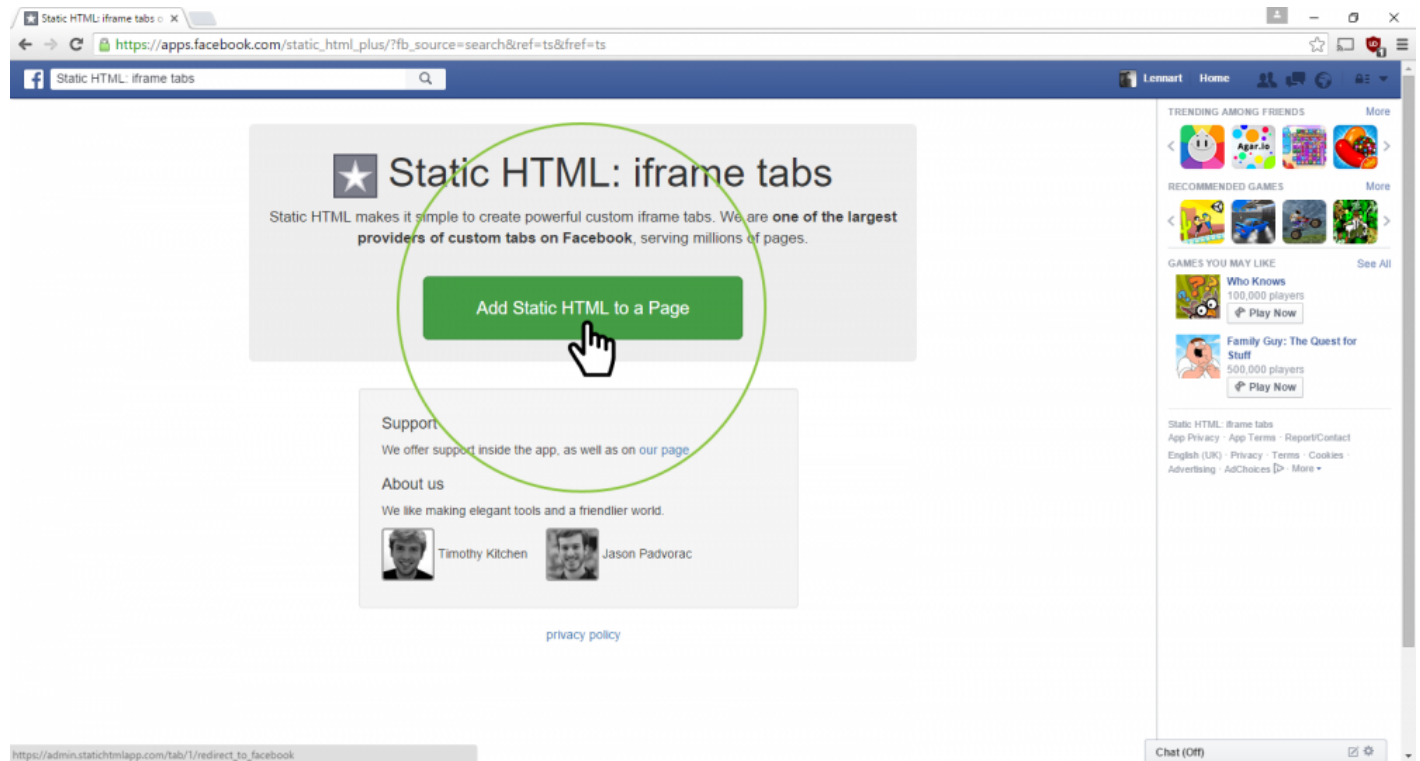
Only the iframe embed code works this way. If you want to use the JavaScript embed code you can use the plugin [Insert Html Snippet](#).

Embed on Facebook

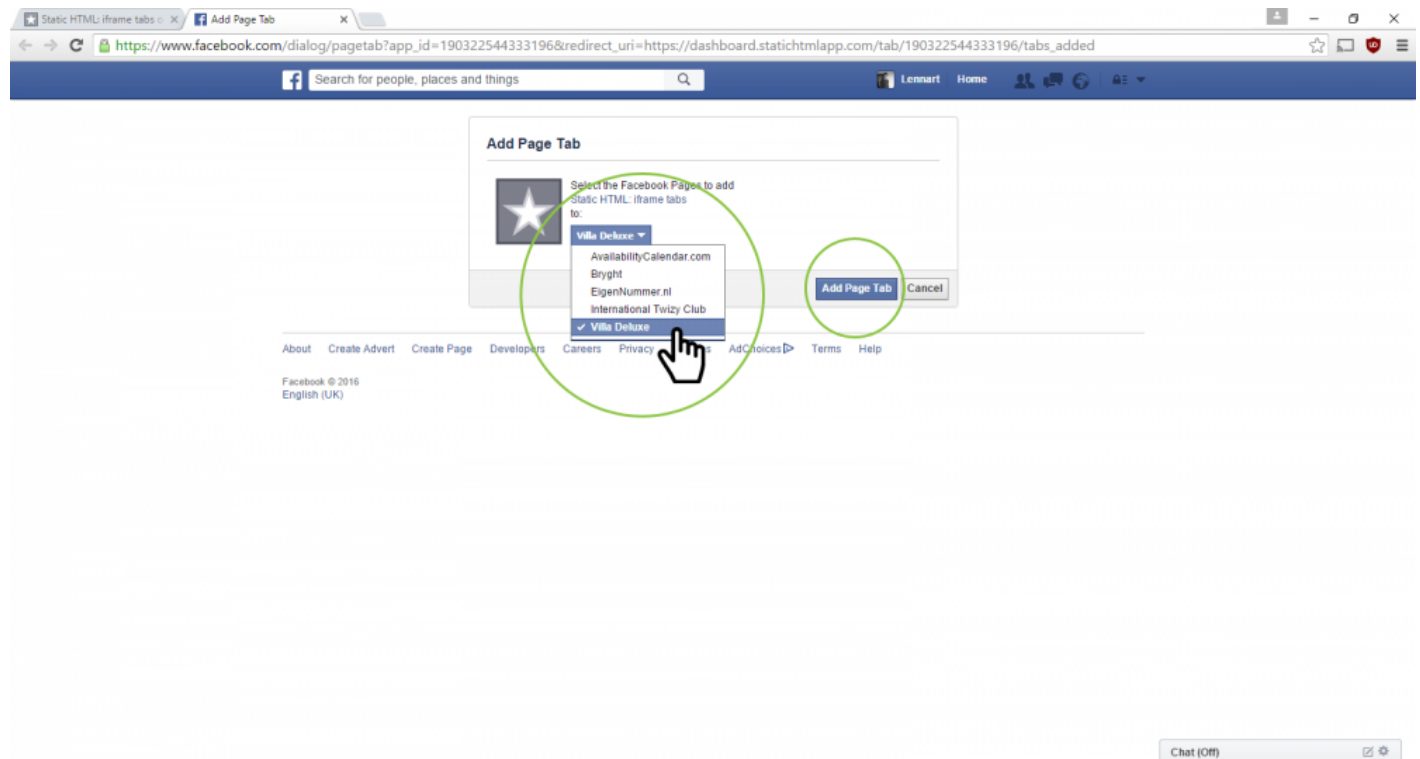
1. Generate an embed code. Follow the steps in the topic [Embedding a calendar](#).
2. Open your Facebook Page.
3. Search for *iframe tabs* and click on *Static HTML: iframe tabs*.



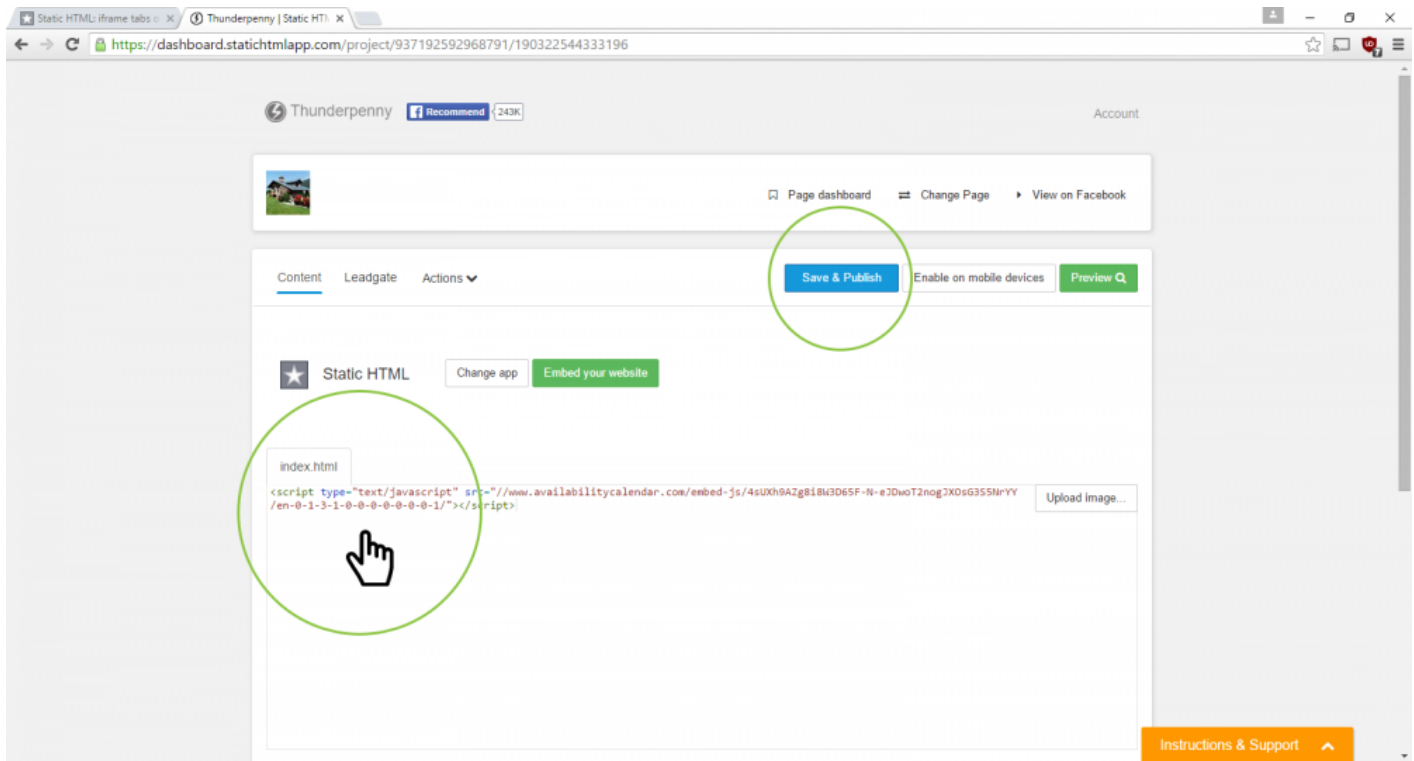
4. Click on the button *Add Static HTML to a Page*.



5. Select your Facebook Page and click on *Add Page Tab*.



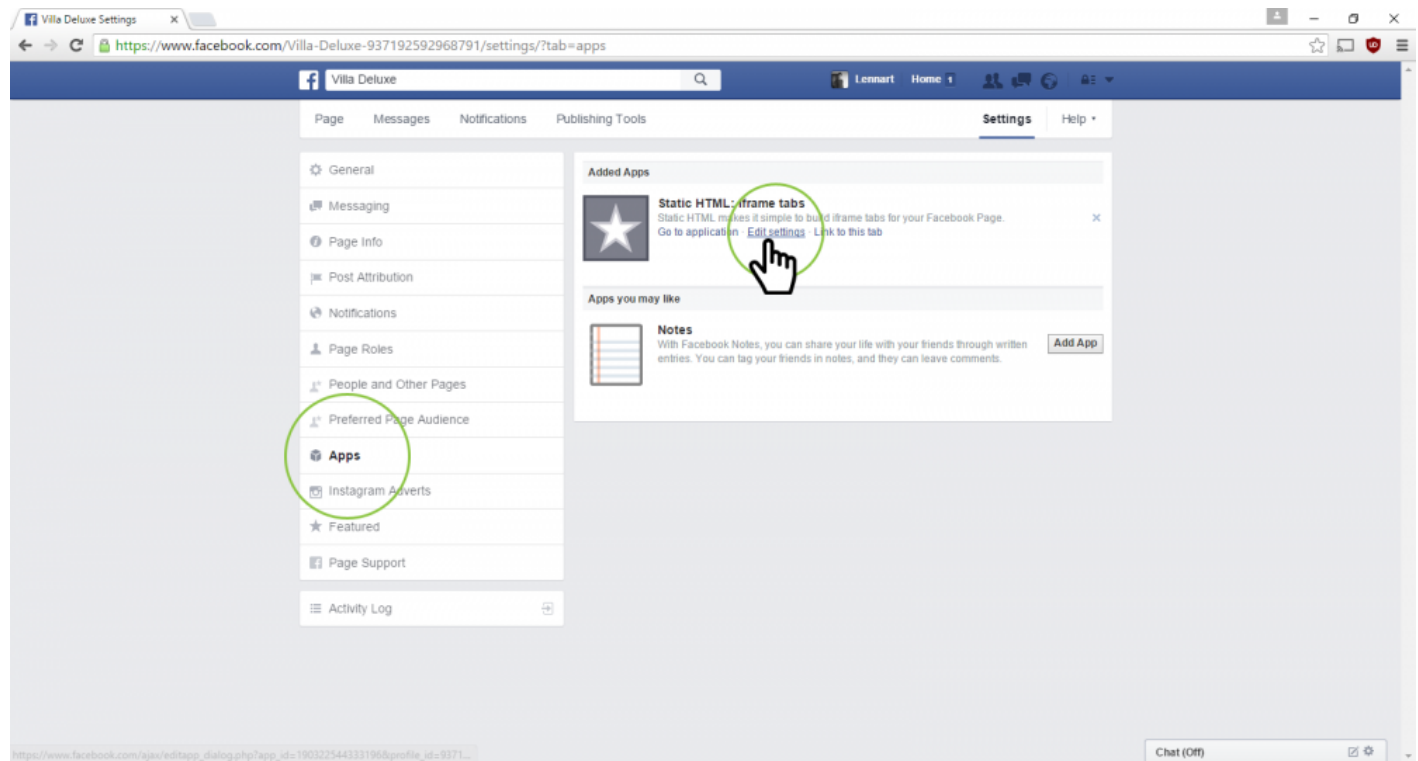
6. Copy and paste the embed code (from step 1) into the text area and click on *Save & Publish*.



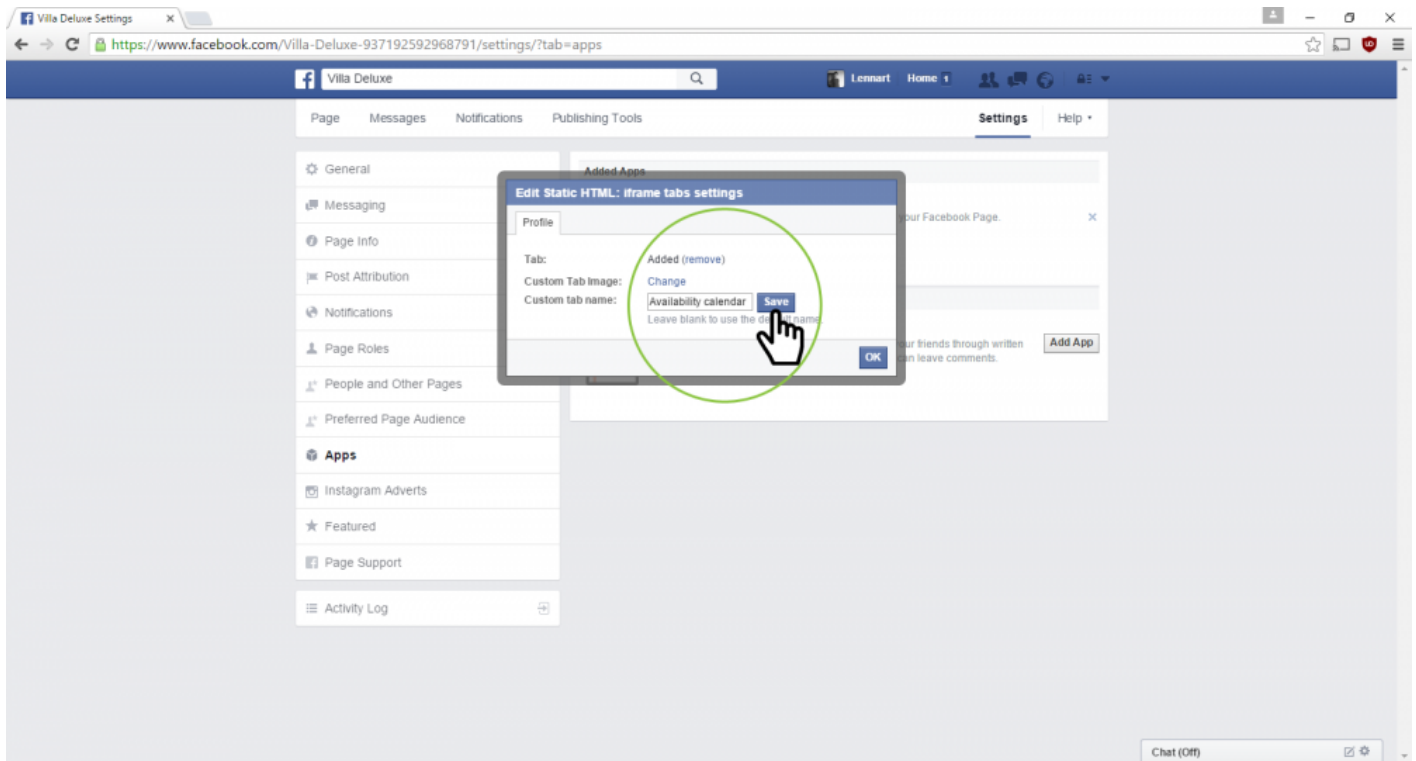
7. Go back to your Facebook Page and click on *Settings*.



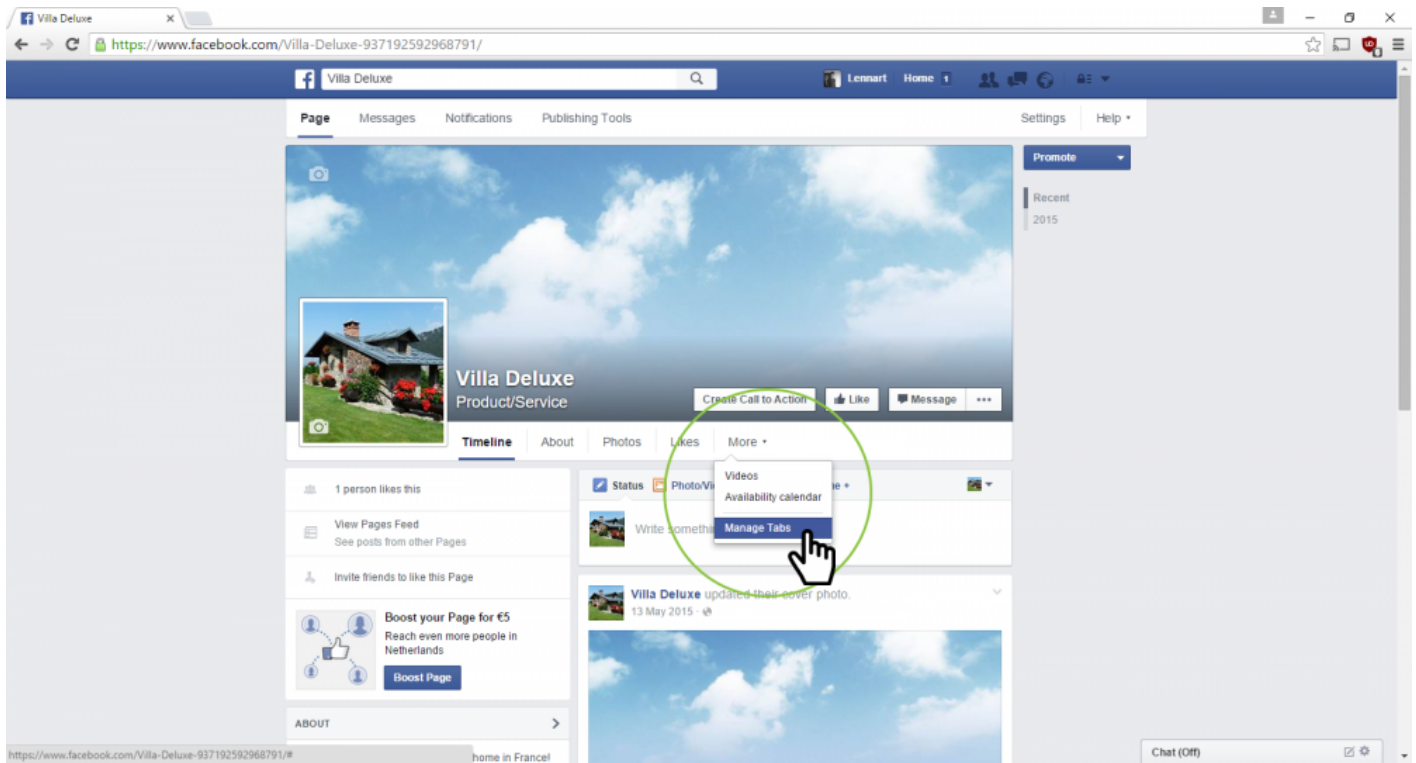
8. Click on *Apps* and *Edit settings*.



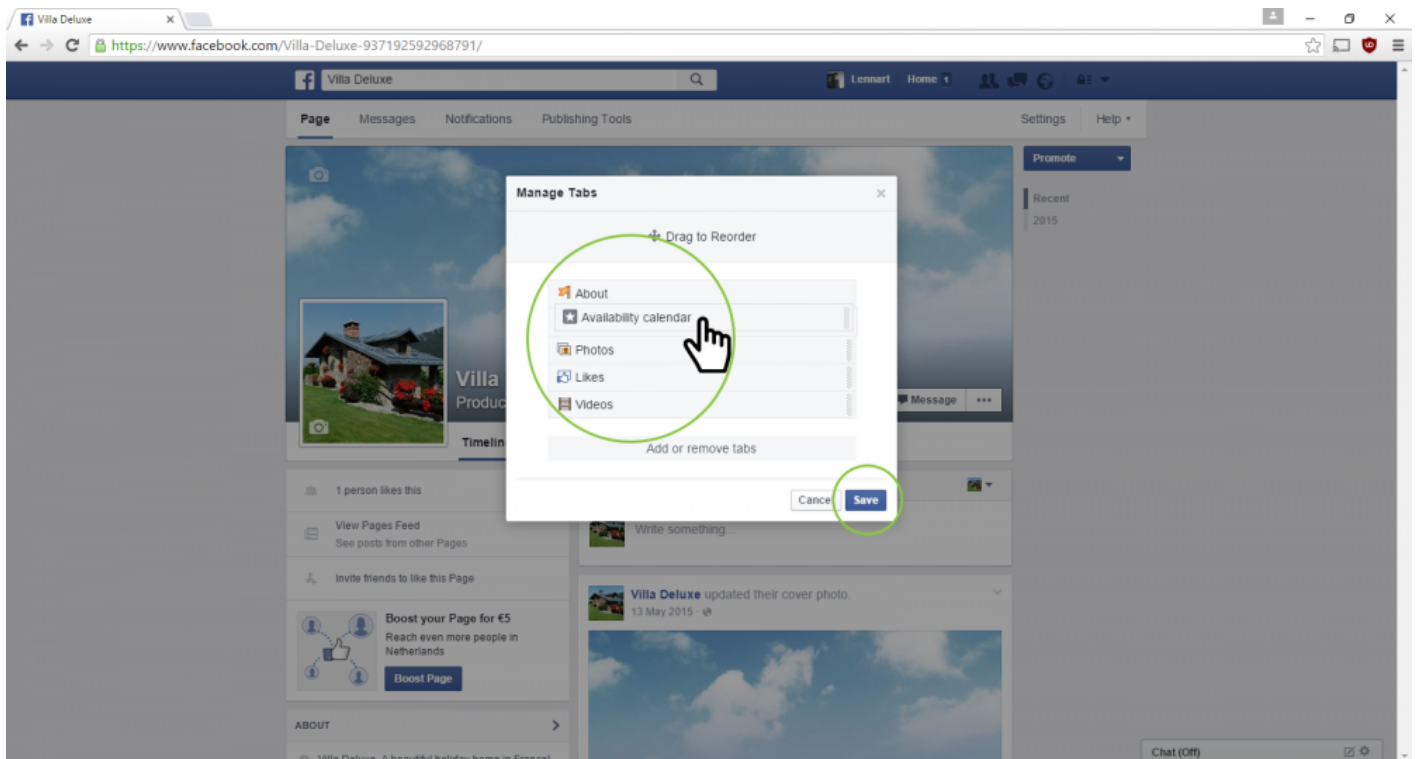
9. Fill in the *Custom tab name*, for example: *Availability calendar* and click on *Save* and *OK*.



10. Go back to your Facebook Page and click on *More* and *Manage Tabs*.



11. You drag to re-order your Tab. Click on Save.



12. The calendar is now inserted into your page.

The screenshot shows a Facebook page for 'Villa Deluxe'. The 'Availability calendar' tab is selected, displaying three monthly calendars for February, March, and April 2016. The legend indicates that green squares represent 'Available' dates and red squares represent 'Booked' dates.

February 2016

M	T	W	T	F	S	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29						

March 2016

M	T	W	T	F	S	S
1	2	3	4	5	6	
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

April 2016

M	T	W	T	F	S	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

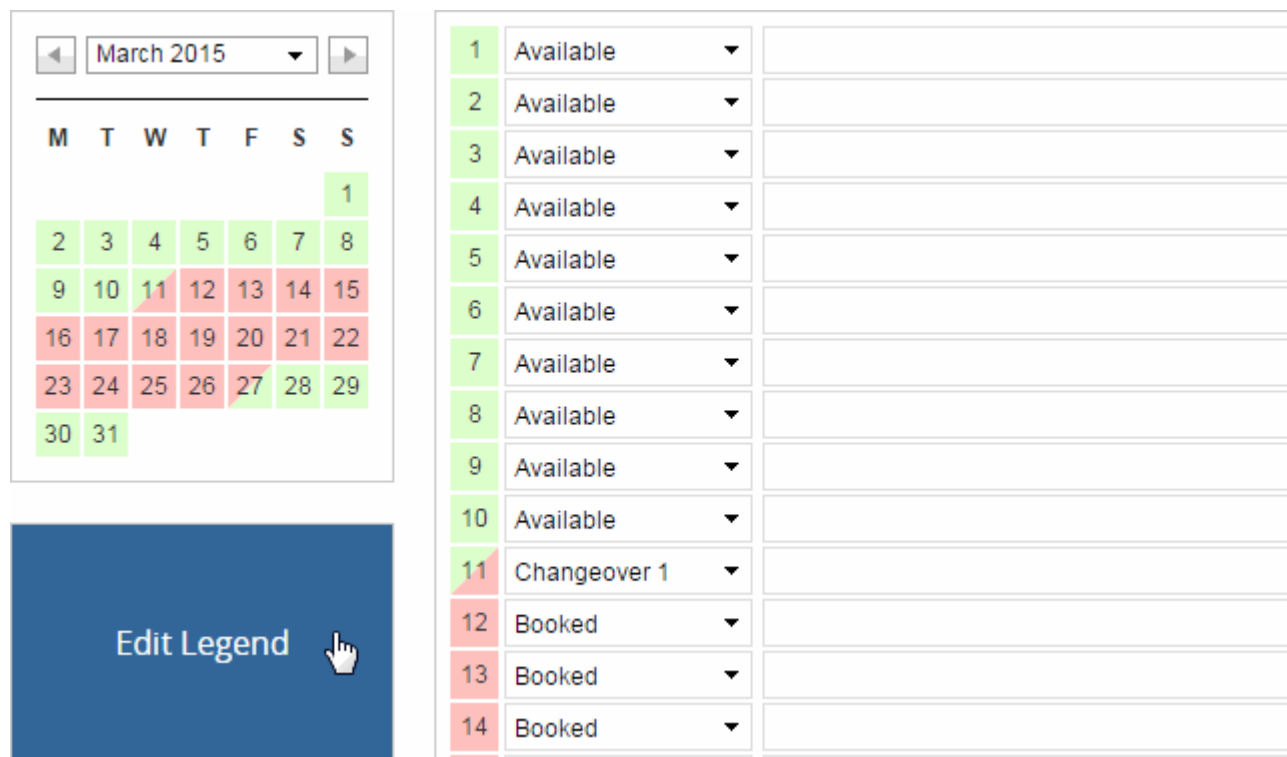
Legend: Available (Green), Booked (Red)

Legend items

A *Legend item* is a status that a day can have. By default there are two legend items: *Available* and *Booked*, which are green and red. You can add, edit and delete legend items, per calendar.

Managing the legend of a calendar

Once a calendar has been created, you can manage its legend by opening the calendar and by just clicking on the legend.



1	Available	▼	
2	Available	▼	
3	Available	▼	
4	Available	▼	
5	Available	▼	
6	Available	▼	
7	Available	▼	
8	Available	▼	
9	Available	▼	
10	Available	▼	
11	Changeover 1	▼	
12	Booked	▼	
13	Booked	▼	
14	Booked	▼	

On the Edit Legend page, you will see an overview of all legend items.

- **Color:** The color of the legend item
- **Title:** The title of the legend item, like 'Available', 'Booked' or 'Pending'
- **Default:** The legend item that is used by default
- **Visible:** Decide whether the legend item will show up in the legend on your site
- **Sync as Booked:** Choose if you want to sync this legend item as 'booked'

- *Ordering*: You can change the order of the legend items by clicking on the arrows
-

Creating a legend item

You can create an unlimited number of legend items. You can customize the legend to fit your needs. You can edit or delete the existing ones, but you can also create new legend items.

Don't want to repeat yourself? Use the *Default Legend*!

With the *Default Legend* you can create a predefined legend. When you create a new calendar, this legend will be applied to it. Once a calendar is created it will have no more link with the *Default Legend*. This means that if you want to edit the legend of an existing calendar, you will have to open that calendar and click on its legend (as explained above).

You can manage the Default Legend by clicking on *Settings* and then *Edit Default Legend*.

Half days / split color

You can create legend items that consist of two colors. Use it, for example, for a 'changeover day'. For example: Guest X is leaving on a Saturday morning. This means the day Saturday is 'Booked' in the morning, but 'Available' in the afternoon. You can give this day a 'Changeover' status.

- Open the calendar
- Click on the *Legend* of the calendar
- Click on *Add New Legend Item*
- Give the legend item a title
- At the *Color* field, check the option *Split Color*
- An extra *Color* field will appear, use that field for the second color

We've made a small instructional video. Click on the video to view it in full size.

AvailabilityCalendar.com

Calendars

Settings

Users

My Account

Help

Logout

Tree House

March 2015

	M	T	W	T	F	S	S
							1
2	3	4	5	6	7	8	
9	10	11	12	13	14	15	
16	17	18	19	20	21	22	
23	24	25	26	27	28	29	
30	31						

Available

Booked

1 Available

2 Available

3 Available

4 Available

5 Available

6 Available

7 Available

8 Available

9 Available

10 Available

11 Available

12 Available

13 Available

14 Available

15 Available

16 Available

17 Available

I

Back

Save

Users

Within AvailabilityCalendar.com you can create users. You can assign users to calendars. This way you can create, for example, your own holiday home listing website or rental portal.

User roles

There are three different roles a user can have:

- **Superuser**

When you create an account at AvailabilityCalendar.com you automatically become the *Superuser*. The *Superuser* has all rights. Also, the *Superuser* is responsible for paying for the service and keeping the payment information up to date. As *Superuser* you can create users:

- **Administrator**

A user with the *Administrator* role can create, edit and delete calendars and users. An *Administrator* does not have access to the payment information. Also an *Administrator* cannot upgrade or downgrade the *Plan*.

- **Editor**

A user with the *Editor* role can only see and edit the calendars where he is linked to. Nothing more, nothing less.

	Editor	Administrator	Superuser
Edit calendars	Only assigned calendars		
Create calendars			
Edit legend items			
Create legend items			
Edit users			
Create users			
Assign users to calendars			
Edit Languages			
Edit the Default Legend			
Generate embed codes			
Edit payment information			
Change the Plan			

Creating a user

- In the main menu, click on *Users*.
- If you want to create a new user, click on *Add New User*.
 - *Full name*: The name of the user
 - *E-mail*: The e-mail address of the user.
 - *Language*: The language of the user.
 - *Role*: The user role of the user.
 - *Week starts on*: The first day of the week in the admin panel of the user
 - *Default ordering*: The ordering of the calendars in the admin panel of the user
 - *Calendars*: The calendars where the user is linked to (only applies to *Editors*)
- Click on *Save*.

The following email will be sent to the new user with the account information:

Hi (name)!

An account has been created for you on AvailabilityCalendar.com.

Here's what you need to get started.

Login at: <http://www.availabilitycalendar.com/login/>

E-mail: (e-mail address)

Password: (password)

You can change your password on the 'My Account' page.

Kind regards!

AvailabilityCalendar.com

Languages

It's possible to use multiple languages. By default only the *English* language is activated. You can enable as many languages as you want. You can translate the calendar titles and legend items into any language. The month names and day abbreviations are already translated for you.

Enable a language

- In the main menu, click on *Settings*.
- Click on *Edit Languages*.
- You will see an overview of all possible languages.
- Check the language(s) you want to enable.
- Click on *Save*.

Can't find a language? [Contact us](#) and we'll add it for you.

Change your language

Do you want to view your calendars and legend items in your own language? That's possible!

- In the main menu, click on *My Account*.
- Click on *Edit profile information*.
- Select your language in the *Language* field.
- Click on *Save*.

Do I need to create 5 calendars if I want to use 5 languages?

No, you just have to create 1 calendar. You can translate that calendar into any language. Then, just generate multiple embed codes. One for every language.

Custom CSS

You can customize the calendar's style by adding your own CSS file.

- Create a CSS file with your own CSS.
- Upload the CSS file to your web server.
- Copy the hyperlink to your CSS file (let's say it's <http://www.your-domain.com/your-css-file.css>)
- Put this after the latest / of the embed code:

```
?css=http://www.your-domain.com/your-css-file.css
```

Examples

Javascript embed code:

```
<script type="text/javascript" src="//www.availabilitycalendar.com/embed-js/  
amPJIPEvaSt3uS4rrqqM/nl-0-0-1-1-0-0-0-0-0/?css=http://www.your-domain.com/  
your-css-file.css">
```

Iframe embed code:

```
<iframe src="//www.availabilitycalendar.com/embed/amPJIPEvaSt3uS4rrqqM/  
nl-0-0-1-1-0-0-0-0-0/?css=http://www.your-domain.com/your-css-file.css"  
height="246" width="100%" frameborder="0" allowtransparency="true">
```

Please note that in order for this to work, both the embed link and the css link need to have the same protocol (http or https).

Syncing

Sync to AvailabilityCalendar.com

You can sync your calendars from AvailabilityCalendar.com to other websites, like Airbnb.

[Learn more...](#)

Sync from AvailabilityCalendar.com

You can also sync your calendars from other websites, like Airbnb, to AvailabilityCalendar.com.

[Learn more...](#)






Sync to another website (export)

You can sync your calendar from AvailabilityCalendar.com > to > other websites, like Airbnb or FlipKey. Site like these ask for an iCal (.ics) link. AvailabilityCalendar.com provides an iCal link for every calendar.

Retrieving the sync link

- In the main menu, click on *Calendars*.
- Click on *Options* near a calendar.
- Click on *Sync*.
- Copy the hyperlink.

The screenshot shows the AvailabilityCalendar.com interface. On the left is a dark blue sidebar menu with the following items: 'Calendars' (with a calendar icon), 'Settings' (with a wrench icon), 'Users' (with a group of people icon), 'My Account' (with a briefcase icon), and 'Help' (with a speech bubble icon). The main content area is titled 'Calendars' and has a green 'Add New Calendar' button in the top right corner. Below the title is a table listing four calendars: 'Holiday Cottage', 'Abruzzo', 'Shift Calendar', and 'Villa Deluxe'. Each calendar entry has an 'Options' link to its right. A mouse cursor is hovering over the 'Options' link for the 'Abruzzo' calendar. At the bottom of the table, there is a partially visible entry for 'Maison Jeanne' with an 'Options' link.

Calendars		Add New Calendar
 Calendars	Holiday Cottage	Options
 Settings	Abruzzo	Options
 Users	Shift Calendar	Options
 My Account	Villa Deluxe	Options
 Help	Maison Jeanne	Options

You can now paste that hyperlink into the website. Please check the manual of that website on how to do this.

Airbnb: [Instructions](#)

FlipKey: [Instructions](#)

Don't want to sync days with a 'pending' status?

Edit the legend of your calendar and check the *Sync as Booked* column. If you don't want a legend item to be 'synced as booked', make sure that you disable that item in this column!

How often is the iCalendar (.ics) feed updated?

The .ics (iCalendar) feed from AvailabilityCalendar.com is always up to date. Other sites, like Airbnb, make 'pull' requests. So it depends on their sync interval.

Sync from another website (import)

You can sync a calendar that you manage on an external website, like Airbnb, to AvailabilityCalendar.com.

Setting up the sync

- In the main menu, click on *Calendars*.
- Click on the calendar you want to have synced.
- Click on *Import External Calendar*.
- Paste the iCal (.ics) link from the external calendar.
- Click on Import *Calendar*.

Airbnb: [Instructions](#)

FlipKey: [Instructions](#)

Calendar doesn't work offline?

Are you working on a website which is on your computer and not online yet? For example using Dreamweaver? Then the calendar might not display, but it's easy to fix.

In your embed code you will find this piece of code:

```
src="//www.availabilitycalendar.com/embed/... (etc.)
```

When you're working offline, you have to add **http:** in front of the **//**. So the piece of code becomes:

```
src="http://www.availabilitycalendar.com/embed/... (etc.)
```

Then the calendar should start to work.

We don't include the http: by default. That's because some users have https: websites (secure SSL). Using just // (without http: or https:) the calendar will work on both websites (with or without SSL). But because you're working 'offline' the // without http: or https: gives problems.

Frequently Asked Questions

Do I have to re-insert the embed code each time after I've updated my calendar?

No, you only have to insert the embed code into your website once.

Can I use the calendar for other purposes, not related to holiday homes?

Of course, you can! No problem at all.

Do I need to create 5 calendars if I want to use 5 languages?

No, you just have to create 1 calendar. You can translate that calendar into any language. Then, just generate multiple embed codes. One for each language. You will be using the English embed code for your English page, and the Italian embed code for the Italian page, and so on.

How many users can I create?

You can create as many users as you need. Even if you have just 1 calendar.

Instead of days, can I use hourly time slots?

Unfortunately, no. AvailabilityCalendar.com works on a 'per day' basis.

Can I sync a calendar from another site to AvailabilityCalendar.com

Yes, you can import or export iCalendar feeds.

How often is the iCalendar (.ics) feed updated when I sync to another website?

The .ics (iCalendar) feed from AvailabilityCalendar.com is always up to date. Other sites, like Airbnb, make 'pull' requests. So it depends on their sync interval.