



Vacation Rentals Booking Calendar (VRBC)

Getting Started

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1. Accessing the Calendar

After finishing the setup now you should be able to access the calendar

Admin/User login page: <http://www.yourwebsite.com/calendar/login>

Default Username: **administrator**

Default Password: **vrbcSuperadmin123** (case sensitive)

The image displays two versions of the login interface for 'Achara Laguna Villas'. The left version shows the standard login form with fields for 'Username or Email' and 'Password', a prominent blue 'Login' button, and links for 'Forgot Password?' and 'Public View Calendar'. The right version shows the same interface but with a language selection dropdown menu open, listing various languages including English (en), German (de), Spanish (es), French (fr), Italian (it), Malay (ms), Dutch (nl), and Portuguese (pt). The 'en' option is currently selected.

Public view calendar:

<http://www.yourwebsite.com/calendar>

In the Public view/embedded calendars, visitors can only view Available or Not Available statuses in two colors. Public view calendar can be disabled by the Administrator also can be set using specific URLs for each property type only. See the **Public Calendar Link & Embed Code** section.



2. Changing Owner/Administrator Account Details

You need to change the default Administrator/Owner details.

Navigate to Menu: **administrator** > **Account**

The screenshot shows the top navigation bar of the VRBC interface. The 'Account' menu item is highlighted with a red box. The navigation bar includes a home icon, 'Calendars', 'Booking Blocks', 'Users', 'Settings', a search bar, a user dropdown menu showing 'administrator', and a language dropdown menu showing 'en'. Below the navigation bar, the 'Calendars' section is visible, featuring an alert message: 'Alert: There are no property types set or published. Please setup in the Admin Settings.' The 'Account' menu item is also highlighted in the right sidebar.

Fill the form with your information. You can also change the default **administrator** username.

Make sure you enter an active email address in case you forget your password, the reset instructions will be sent to the email address. Press the **Save** button to update your account information.

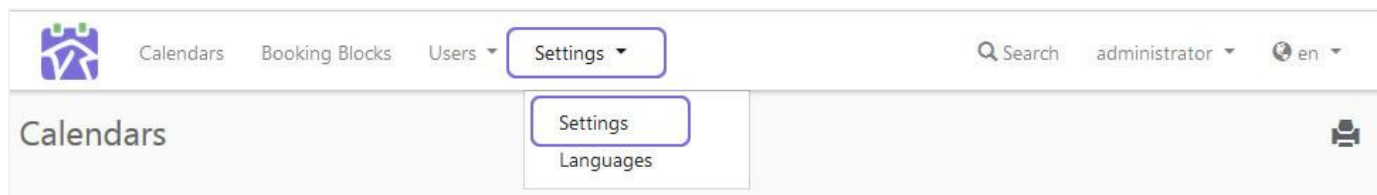
The screenshot shows the 'Account' form with two main sections: 'Update Profile' and 'Change Password'. The 'Update Profile' section contains fields for Full Name (Achara Laguna Owner), Email Address (dev@transinova.com), Username (administrator), User Role (Administrator), Company Name (Achara Laguna Villas), Company Address (Thailand), and Company Phone (789631254). A blue 'Save' button is at the bottom of this section. The 'Change Password' section contains fields for Current Password, New Password, and Confirm New Password. A blue 'Change Password' button is at the bottom of this section.

Do not forget to **change the default administrator password** for security.



3. Property Details & Options

To set your property information and options navigate to Menu: **Settings -> Settings**



Enter Your Property Name, Address, and Email Phone Number.

The **Email** address here will be used as the sender for all emails sent by the system, it is recommended to use an existing email address that using the current domain where the calendar is installed. For example *owner@yourwebsite.com*

Leave the Lock Create unchecked to enable booking creation.

System Options

Select the Default Language that you want to use, although users can switch language at any time using the language menu.

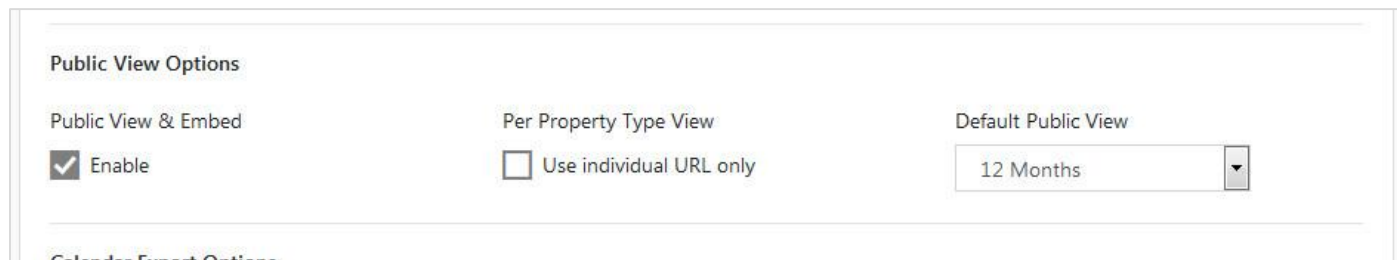
A slight nuance of the UI Appearance select whether you prefer round or square corners of page elements.

Check the notification preferences you want to receive when a booking block is created, updated or deleted.



Public View Options

If you wish the calendars to be available for public (view only) then check the Enable Public View & Embed checkbox.



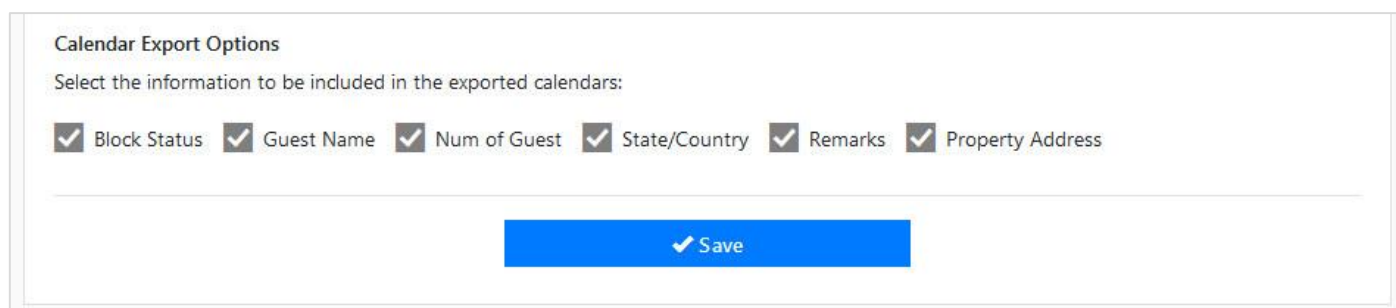
The form is titled "Public View Options". It contains three sections: "Public View & Embed" with a checked checkbox for "Enable"; "Per Property Type View" with an unchecked checkbox for "Use individual URL only"; and "Default Public View" with a dropdown menu set to "12 Months". Below this section, the text "Calendar Export Options" is partially visible.

If you have more than one property types and need to embed or share different URL for each Property Type then check the Use individual URL only checkbox. Otherwise a property type select-box will be displayed.

You can set the Default Public View, the number of month calendar to be displayed on the public calendar although you can set different options for each URL using additional parameters.

Calendar Export Options

Select the information to be included in the exported .ics calendars. However the exported information depends on the current user's role.



The form is titled "Calendar Export Options". It contains the instruction "Select the information to be included in the exported calendars:". Below this, there are six checkboxes, all of which are checked: "Block Status", "Guest Name", "Num of Guest", "State/Country", "Remarks", and "Property Address". At the bottom of the form is a blue "Save" button with a checkmark icon.

Press the **Save** button to update above settings.



4. Property Types

After updating your property information now you need to add property type. Scroll down in the Settings page.

Click the **Add Property Type** button

If your property is only one unit, simply enter your Property Name, check Publish then press the **Save** button. You can add more if your property consists of more than one unit/type by repeating the step. If you check the **Lock Create** checkbox, users won't be able to create a booking block. You can also hide a property type in public view calendar.

To **Edit** property type simply click the **Pencil** icon and the edit form will pop.

To **Delete** property type click the **Cross** icon. Deleting a property type will also delete all booking blocks associated to it.

You can drag-drop the property types to reorder them. Click and hold the handle in the left and then drag it to desired position then drop it there.

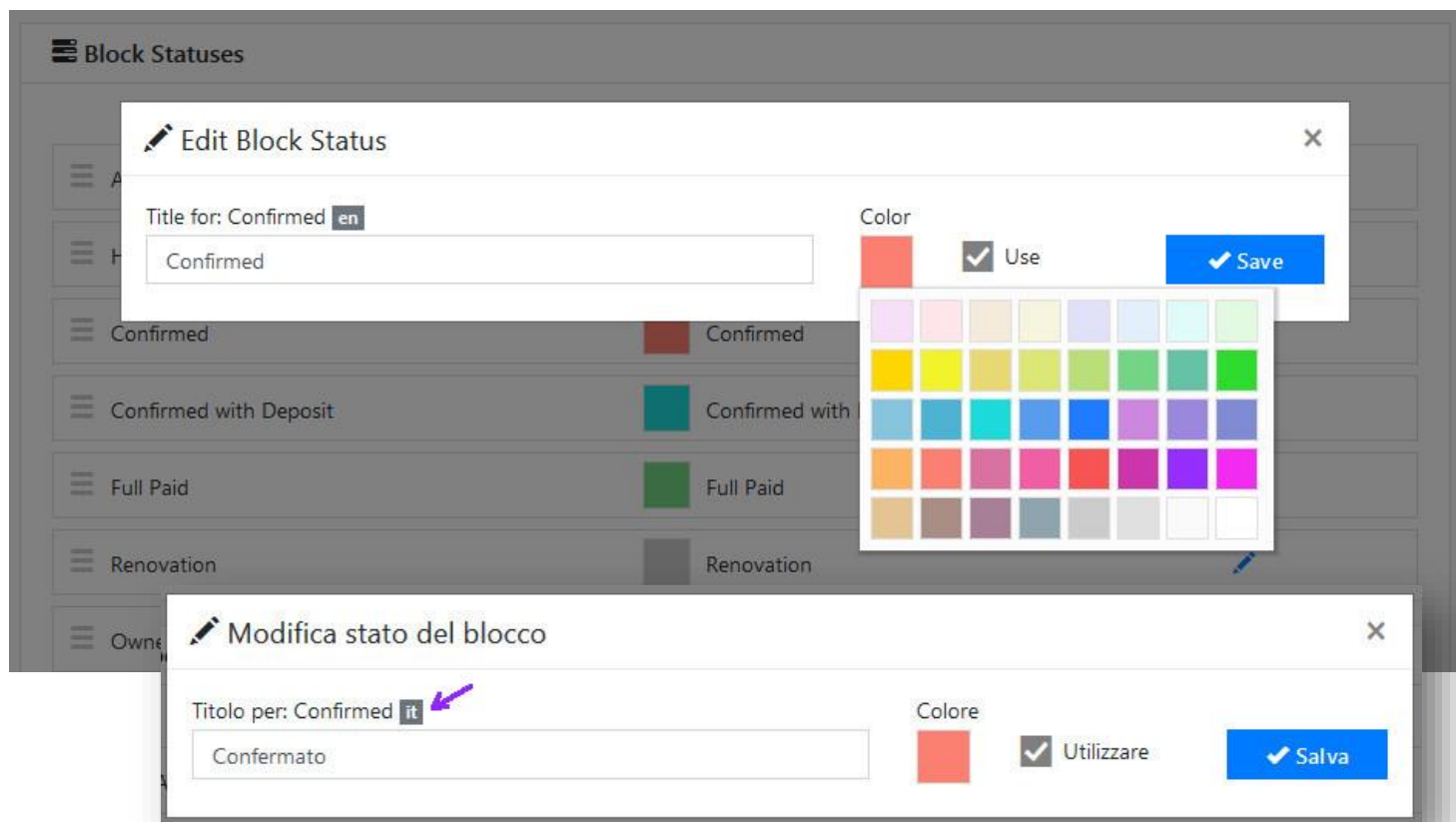


5. Block Statuses

You can customize predefined booking statuses and its color. Still in the Settings page navigate scroll down to **Block Statuses** section. To edit, click the Pencil icon. The edit form will pop. Edit the text of status meaning.

The title can be set in multi languages, create translations for each languages listed by switching language first, using the language menu and then edit it in each language mode.

Select status **color** and check the **Use** checkbox if you want this status to be used across the calendars.



Press the **Save** button to update your changes.

You can drag-drop the statuses to reorder them. Click and hold the handle in the left and then drag it to desired position then drop it there.







6. Email Templates

The system send emails for some actions taken by the Administrator or users (if set).

When the administrator add a new user or updating user details and decided to notify the user.

When users forgot their password and request a password reset.

When a booking created, modified or deleted (if set in property details settings) send to the Administrator and Managers.

✉ Email Templates			
#	Name	Subject	Actions
2	Account Updated From Admin	Your Account Has Been Updated	
4	Block Create/Update/Delete Notification	A Booking Block Just [ACTION] [DATES]	
3	Password Reset Instructions	Password Reset Request at [SITENAME]	
1	Welcome Mail From Admin	You Have Been Registered	



You can also customize these email templates. Still in the Settings page navigate scroll down to **Email Templates** section. To edit, click the Pencil icon. Wait until the edit form pop.

Edit the subject and the text of the template. The subject and the text of the template can be set in multi languages, create translations for each languages listed by switching language first, using the language menu and then edit it in each language mode.

But **Never** edit or translate the [TEXT INSIDE SQUARE BRACKETS]

The image shows two overlapping screenshots of the email template editing interface. The top screenshot, titled 'Edit Email Template', shows the 'en' (English) language mode. It has a 'Subject for: Block Create/Update/Delete Notification' field with the text 'A Booking Block Just [ACTION] [DATES]'. Below it is the 'Template Contents' field with the text 'Dear Sir/Madam,' followed by 'A Booking Block Just [ACTION] on [SITENAME] by [USERNAME]' and '[DETAILS]'. A blue 'Save' button is at the bottom. The bottom screenshot, titled 'Modifica modello e-mail', shows the 'it' (Italian) language mode. It has the same subject field with the text 'A Booking Block Just [ACTION] [DATES]'. The 'Contenuto del modello' field is empty. A blue arrow points to the 'it' language dropdown menu in the subject field.

Press the **Save** button to update your changes.



7. Users & Assignments

To manage users navigate to Menu: **Users > Users**.

Administrator account is not listed in the user list. To create add new user click the **Add User** button and the input form will pop.

The screenshot shows the top navigation bar of the VRBC application. It includes a logo on the left, followed by menu items: 'Calendars', 'Booking Blocks', 'Users' (highlighted with a red box), and 'Settings'. To the right of these are a search bar, a user profile dropdown showing 'administrator', and a language dropdown showing 'en'. Below the navigation bar, a 'Users' sub-menu is open, showing 'Users' (highlighted with a red box) and 'Assignments'. On the far right of the 'Users' section, there is a '+ Add User' button.

The screenshot shows the 'Add User' form, which is a modal window with a title bar containing a plus icon and the text '+ Add User', and a close button (X) on the right. The form contains several input fields and checkboxes. The first row has 'Full Name', 'Email Address', and 'User Role' (a dropdown menu with a 'Help' link). The second row has 'Create Username', 'Create Password', and 'Repeat Password' (text inputs), followed by 'Active' and 'Notify User' checkboxes. The third row has 'Company Name', 'Company Address', and 'Company Phone' (text inputs). The fourth row is titled 'Assign Property Types' and contains three checkboxes: 'Achara Two Bedroom Garden View', 'Achara Three Bedroom Ocean View', and 'Achara Family Suite'. At the bottom center of the form is a blue 'Save' button with a checkmark icon.

In the form enter user's Full Name, Email Address, **User Role**, Username, Password and company optional information.

Check the **Active** checkbox to allow the user log in.

Check the **Notify User** to send Username and Password to user's email address.

Check each Property Types to assign to the user.

Press the **Save** button to save user data.



Owner/Administrator: Can Manage All

Manager: Can create, edit and delete all booking blocks. Can view status and details of all booking blocks in all colors.

Staff: Can create, edit and delete their booking blocks. Can view status and details of all booking blocks in all colors.

Agent: Can create, edit and delete their booking blocks. Can view status and details of their booking blocks in all colors.

Observer: Cannot create, edit and delete booking blocks. Can view status in all colors, cannot view details of booking blocks.

Checker: Cannot create, edit and delete booking blocks. Cannot view status and details of booking blocks. Can view Available or Not Available statuses in two colors and can view check-in check-out marks.

Public Calendar: Can only view Available or Not Available statuses in two colors.

Name	Username	Company	Last Login	Assigned	Actions
Chet Kanchana Manager	kanchana gm@achara.com	Achara Laguna Villas 3235688	06 Feb 2018, 20:33 122.154.151.213	3	✎ ✕
Churai Chet Checker	churaichet churaichet@goodmail.com	-	05 Feb 2018, 04:10 122.154.123.2	3	✎ ✕
Dang Hatai Agent	danghatai danghatai@traveland.com	Overseas Agent	06 Feb 2018, 20:31 118.175.207.4	2	✎ ✕
Decha Kasem Staff	dechaka dechaka@achara.com	Achara Laguna Villas	- 0	-	✎ ✕
Malai Naak Observer	malainaak malainaak@thaigent.com	Phuket BnB	05 Feb 2018, 04:11 110.169.129.79	3	✎ ✕
Prija Rama Staff	prijarama prijarama@achara.com	Achara Laguna Villas	03 Feb 2019, 23:55 61.91.235.226	3	✎ ✕
Ratree Duanphen Staff	ratreed ratree@achara.com	Achara Laguna Villas 3235688	06 Feb 2018, 19:47 183.88.232.207	1	✎ ✕
Rutna Wattana Manager	rutnaw rutna@achara.com	Achara Laguna Villas	06 Feb 2018, 18:48 110.170.150.150	2	✎ ✕
Sap Sanouk Agent	sapsanouk sapsanouk@mymail.com	Nice Phuket Hospitality	05 Feb 2018, 04:08 183.88.17.221	3	✎ ✕

Total: 9 / Current Page: 1 of 1

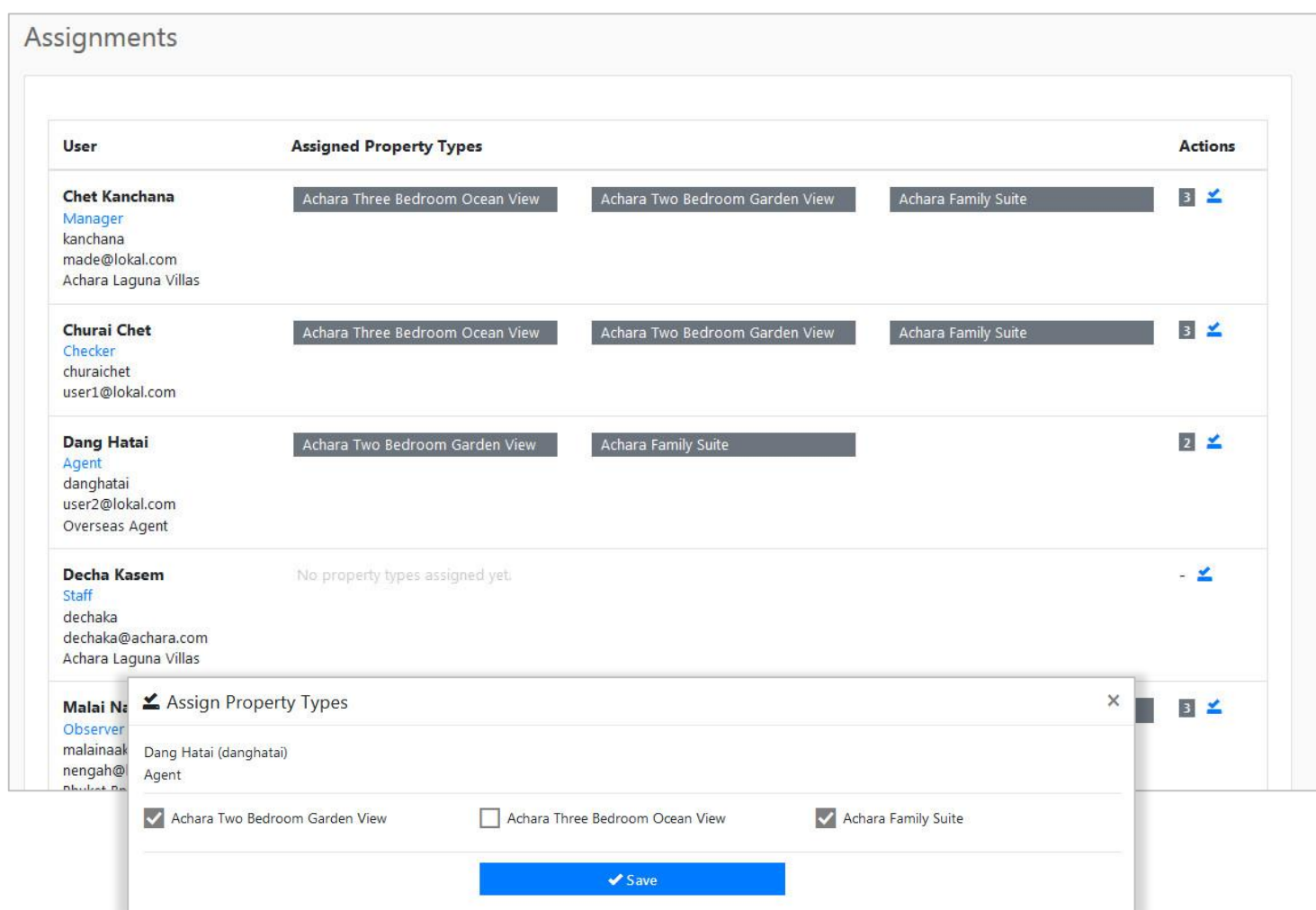
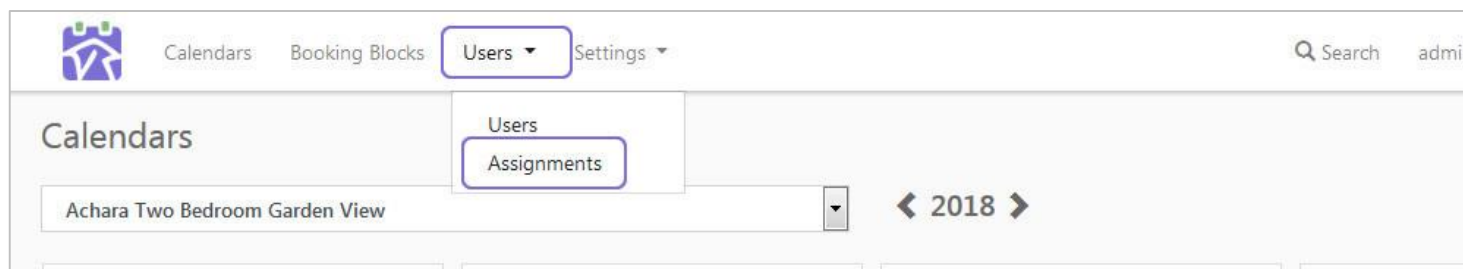
To **Edit** user simply click the **Pencil** icon and the edit form will pop.

To **Delete** user click the **Cross** icon. Deleting user will also delete all booking blocks created by them.



Assignments

Administrator can view assignments for each user and modify them. To view and manage all user property type assignments, navigate to Menu: **Users > Assignments**



To change an assignment click the check icon and the assign form will pop. Select which property types assigned to the user then press **Save**.



8. Creating a Booking Block

Users with Administrator, Manager, and Staff and Agent level are able to create booking blocks. Navigate to Menu: **Calendars**. In the calendars page, navigate to the view of property type (if you added more than one types) and the year of booking that you want to create.

Calendars

Achara Two Bedroom Garden View

January 01 February 02 March

Mon Tue Wed Thu Fri Sat Sun

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

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

10 20 31

To create a booking block, click the **Create Block** button. The Create Block form will pop.

Or click on **any available date** on calendars. The Create Block form will pop and the clicked date will be automatically set as Check-in date.

Calendars

Achara Two Bedroom Garden View

2018

+ Create Block

January 01 February 02 March 03 April 04

Mon Tue Wed Thu Fri Sat Sun

1 2 3 4 5 6 7

1 2 3 4

1 2 3 4

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

+ Create Block

Check-in: 12 Apr 2018

Check-out:

Status: -

Guest Name:

Adult:

Child:

Email:

Phone:

State/Country:

Amount: US\$

Deposit: US\$

Balance Due: US\$

Attachments: select files

Remarks:

Save



In the Create Block form select the Check-in & Check-out date, Booking Status and Guest Name.

When you set the Check-in & Check-out date it will check the availability of dates in the range and return a corresponding message.

For internal record, add more optional information such as Number of guests Adult & Child, guest Email Address, Phone, Country, Amount, Deposit, Balance and additional notes for the booking.

The Amount, Deposit, Balance field is for notes only, the system does not perform any calculation on these field values.

To attach files to the booking block, select file(s) to upload.

+ Create Block ×

Check-in: 12 Apr 2018 Check-out: 15 Apr 2018 Status: Hold Tentative ▼

Guest Name: Mr. New Guest Adult: 2 Child: 1

Email: newguestmail@mail.net Phone: 0377777777 State/Country: Nicestate/Somecountry

Amount: US\$ 949.26 Deposit: US\$ 400 Balance Due: US\$ 549.26

Attachments: 2 Clear
Pasport Me Wife and Mother.pdf, Requirements for the baby.docx

Remarks: Need highchair and baby set ✓ Save

Success
3 nights. Dates are Available ×

Press the **Save** button to add the booking block.



9. Editing a Booking Block

Users with Administrator and Manager level are able to edit and delete all booking blocks. Users with Staff and Agent level are able to edit and delete their own booking blocks.

Navigate to Menu: **Calendars**. In the calendars page, navigate to the view of property type (if you added more than one types) and the year of booking that you want to edit.

Click on any date in the range of the booking block that you want to edit, a popover will open then click the **Pencil** icon to edit. The Edit Form will pop.

Edit the booking, when finish then press the **Save** button to save the booking block.

The screenshot displays the VRBC interface with a calendar view for March and April 2018. A booking block is highlighted in yellow for the dates 12 Apr 2018 to 15 Apr 2018. A popover menu is open over this booking, showing a pencil icon (edit), an information icon, and a red 'X' icon (delete). Below the calendar, the 'Edit Block' form is visible. The form contains the following fields:

- Check-in:** 12 Apr 2018
- Check-out:** 15 Apr 2018
- Status:** A dropdown menu with options: Confirmed with Deposit (selected), Hold Tentative, Confirmed, Confirmed with Deposit (highlighted), Full Paid, Renovation, Owner Stay, and Complimentary.
- Guest Name:** Mr. New Guest
- Adult:** 2
- Email:** newguestmail@mail.net
- Phone:** 0377777777
- Amount:** US\$ 949.26
- Deposit:** US\$ 400.00
- Attachments:** A file upload area showing two files: 'Pasport Me Wife and Mother.pdf' and 'Requirements for the baby.docx'.
- Remarks:** Need highchair and baby set
- Save:** A blue button with a checkmark and the text 'Save'.



The second way to edit is navigate to Menu: **Booking Blocks**. In the list page, navigate to the view of property type (if you added more than one types) and the year of booking that you want to edit. Scroll to the month of the booking and locate the booking that you want to edit.

Click the **Pencil** icon to edit. The Edit Form will pop.
Edit the booking, when finish then press the **Save** button to save the booking block.











Booking Blocks

Achara Two Bedroom Garden View

< 2018 >

+ Create Block

April

4	Confirmed with Deposit	04 Apr 2018 - 06 Apr 2018 3 days 2 nights	Carol Lin 2 adults	By prijarama 17 Jan 2018, 00:01	  
6	Full Paid	06 Apr 2018 - 11 Apr 2018 6 days 5 nights	Pierre Thiery 2 adults 3 children	By administrator (Me) 17 Jan 2018, 21:45	  
12	Hold Tentative	12 Apr 2018 - 15 Apr 2018 4 days 3 nights	Mr. New Guest 2 adults 1 child 	By administrator (Me) 09 Feb 2018, 01:05	  

Edit Block

Check-in

12 Apr 2018

Check-out

15 Apr 2018

Status

Confirmed with Deposit

Guest Name

Mr. New Guest

Adult

2

Email

newguestmail@mail.net

Phone

0377777777

State

Nid

Amount

US\$ 949.26

Deposit

US\$ 400.00

Balance

US\$

Attachments

Pasport Me Wife and Mother.pdf

Requirements for the baby.docx

Remarks

Need highchair and baby set

Save



10. Viewing a Booking Details

Users with Administrator, Manager and Staff level are able to view all booking details. Users with Agent level are able to view their booking details.

Navigate to Menu: **Calendars**. In the calendars page, navigate to the view of property type (if you added more than one types) and the year of booking that you want to view.

Click on any date in the range of the booking block that you want to view, a popover will open then click the **Info** icon to view details. The Details Form will pop.

To print the details click the **Printer** icon.

Block Details

Property Type:	Achara Two Bedroom Garden View	
Check-in:	12 Apr 2018	
Check-out:	15 Apr 2018	
Length of Stay:	4 days 3 nights	
Status:	Hold Tentative	
Guest Name:	Mr. New Guest	
Num of Guest:	2 adults 1 child	
Email:	newguestmail@mail.net	
Phone:	0377777777	
State/Country:	Nicestate/Somecountr	
Amount:	US\$ 949.26	
Deposit:	US\$ 400	
Balance Due:	US\$ 549.26	

Attachments:

- Pasport Me Wife and Mother.pdf
- Requirements for the baby.docx

Remarks:

Need highchair and baby set

Created on: 09 Feb 2018, 01:05
Created by: administrator (Me)
Last Updated: -
Updated by:



The second way to view details is navigate to Menu: **Booking Blocks**. In the list page, navigate to the view of property type (if you added more than one types) and the year of booking that you want to view. Scroll to the month of the booking and locate the booking that you want to view.

Click the **info** icon to view details. The Details Form will pop. To print the details click the **Printer** icon.

Booking Blocks

Achara Two Bedroom Garden View

< 2018 >

+ Create Block

April

4

Confirmed with Deposit

04 Apr 2018 - 06 Apr 2018
3 days 2 nights

Carol Lin
2 adults

By prijarama
17 Jan 2018, 00:01

6

Full Paid

06 Apr 2018 - 11 Apr 2018
6 days 5 nights

Pierre Thiery
2 adults 3 children

By administrator (Me)
17 Jan 2018, 21:45

12

Hold Tentative

12 Apr 2018 - 15 Apr 2018
4 days 3 nights

Mr. New Guest
2 adults 1 child

By administrator (Me)
09 Feb 2018, 01:05

May

Block Details

Property Type: Achara Two Bedroom Garden View

Check-in: 12 Apr 2018

Check-out: 15 Apr 2018

Length of Stay: 4 days 3 nights

Status: Hold Tentative

Guest Name: Mr. New Guest

Num of Guest: 2 adults 1 child

Email: newguestmail@mail.net

Phone: 0377777777

State/Country: Nicestate/Somecountr

Amount: US\$ 949.26

Deposit: US\$ 400

Balance Due: US\$ 549.26

Attachments:

- Pasport Me Wife and Mother.pdf
- Requirements for the baby.docx

Remarks:

Need highchair and baby set

Created on: 09 Feb 2018, 01:05

Created by: administrator (Me)

Last Updated: -

Updated by:



11. Deleting a Booking Block

Users with Administrator and Manager level are able to edit and delete all booking blocks. Users with Staff and Agent level are able to edit and delete their own booking blocks.

Navigate to Menu: **Calendars**. In the calendars page, navigate to the view of property type (if you added more than one types) and the year of booking that you want to delete.

Click on any date in the range of the booking block that you want to delete, a popover will open then click the **Cross** icon to delete. The confirmation dialog will prompt.

The screenshot displays the VRBC interface with a calendar view for March and April 2018. A booking block for '12 Apr 2018 - 15 Apr 2018, Hold Tentative' is highlighted in yellow. A popover menu is open over the booking block, showing icons for edit (pencil), info (i), and delete (cross). A confirmation dialog is also open, asking 'Are you sure you want to delete this record?' with options 'Yes, i'm sure' and 'Delete'.

Check the **Yes, I'm sure** checkbox if you really want to delete then click the red **Delete** button. The booking will be deleted.



The second way to delete is navigate to Menu: **Booking Blocks**. In the list page, navigate to the view of property type (if you added more than one types) and the year of booking that you want to delete.

Scroll to the month of the booking and locate the booking that you want to delete. Click the **Cross** icon to delete. The confirmation dialog will prompt.

The screenshot shows the 'Booking Blocks' interface for the property 'Achara Two Bedroom Garden View' in the year 2018. The interface displays a calendar view for April and May. A confirmation dialog is overlaid on the screen, asking for confirmation to delete a specific booking.

Booking Blocks

Achara Two Bedroom Garden View

< 2018 >

+ Create Block

April

Count	Status	Dates	Guests	By	Actions
4	Confirmed with Deposit	04 Apr 2018 - 06 Apr 2018 3 days 2 nights	Carol Lin 2 adults	By prijarama 17 Jan 2018, 00:01	
6	Full Paid	06 Apr 2018 - 11 Apr 2018 6 days 5 nights	Pierre Thiery 2 adults 3 children	By administrator (Me) 17 Jan 2018, 21:45	
12	Hold Tentative	12 Apr 2018 - 15 Apr 2018 4 days 3 nights	Mr. New Guest 2 adults 1 child	By administrator (Me) 09 Feb 2018, 01:05	

May

Count	Status	Dates	Guests	By	Actions
5	Confirmed	05 May 2018 - 07 May 2018	Celine		

Confirmation

12 Apr 2018 - 15 Apr 2018, Hold Tentative

Are you sure you want to delete this record?

☒ Yes, i'm sure

Check the **Yes, I'm sure** checkbox if you really want to delete then click the red **Delete** button. The booking will be deleted.



12. Searching a Booking Block

To search a booking block navigate to Menu: **Search**. In the search page search box type either **Guest Name**, **Email Address** or **State/Country**. By entering minimum 4 characters keyword, the search will be processed. You can also edit, view details and delete a block displayed in the search result.

The screenshots show the search interface with the following details:

- Top Screenshot (Search for 'john'):**
 - Search box: john
 - Search result for **john**:
 - Month: December 2018 (12 days)
 - Booking: 30 Confirmed, 30 Dec 2018 - 03 Jan 2019, 5 days 4 nights, John Doe, 4 adults 2 children, By administrator (Me) 29 Dec 2017, 15:14
- Middle Screenshot (Search for 'canada'):**
 - Search box: canada
 - Search result for **canada**:
 - Month: December 2018 (12 days)
 - Booking: 30 Confirmed, 30 Dec 2018 - 03 Jan 2019, John Doe, By administrator (Me)
- Bottom Screenshot (Search for '@gmail'):**
 - Search box: @gmail
 - Search result for **@gmail**:
 - Month: June 2017 (06 days)
 - Booking: 14 Confirmed, 14 Jun 2017 - 18 Jun 2017, 5 days 4 nights, Nicole Imelda, 2 adults 1 child, By administrator (Me) 24 Dec 2017, 00:21
 - Month: April 2018 (04 days)
 - Booking: 3 Confirmed, 03 Apr 2018 - 15 Apr 2018, Joko Endo, By administrator (Me)



14. Printing

To print calendars, booking block list and block details click the printer icon on upper right of the page. It will open the print mode page. In the print mode page, click the blue printer icon on upper right of the page.

The screenshot displays the VRBC interface with the 'Calendars' and 'Booking Blocks' sections. The 'Calendars' section shows a calendar for 'Achara Two Bedroom Garden View' for the year 2018. The 'Booking Blocks' section shows a list of bookings for January 2018. A 'Block Details' modal is open, showing details for a specific booking.

Calendars

Achara Two Bedroom Garden View < 2018 > + Create Block

Block Details

Property Type: Achara Two Bedroom Garden View

Check-in: 12 Apr 2018

Check-out: 15 Apr 2018

Length of Stay: 4 days 3 nights

Status: Hold Tentative

Guest Name: Mr. New Guest

Num of Guest: 2 adults 1 child

Email: newguestmail@mail.net

Attachments:

- Pasport Me Wife and Mother.pdf
- Requirements for the baby.docx

Remarks:

Need highchair and baby set

Booking Blocks

Achara Two Bedroom Garden View < 2018 > + Create Block

January

Block ID	Status	Check-in	Check-out	Guest Name	Num of Guest	By	Created
1	Confirmed	01 Jan 2018 - 03 Jan 2018	3 days 2 nights	Lana Gracewood	2 adults 1 child	By administrator (Me)	23 Dec 2017, 23:48
3	Confirmed with Deposit	03 Jan 2018 - 04 Jan 2018	2 days 1 night	Angela Hoffman	2 adults 1 child	By administrator (Me)	

Block Details

Property Type: Achara Two Bedroom Garden View

Check-in: 12 Apr 2018

Check-out: 15 Apr 2018

Length of Stay: 4 days 3 nights

Status: Hold Tentative

Guest Name: Mr. New Guest

Num of Guest: 2 adults 1 child

Email: newguestmail@mail.net

Phone: 0377777777

State/Country: Nicestate/Somecountr

Amount: US\$ 949.26

Deposit: US\$ 400

Balance Due: US\$ 549.26

Attachments:

- Pasport Me Wife and Mother.pdf
- Requirements for the baby.docx

Remarks:

Need highchair and baby set

Created on: 09 Feb 2018, 01:05

Created by: administrator (Me)

Last Updated: -

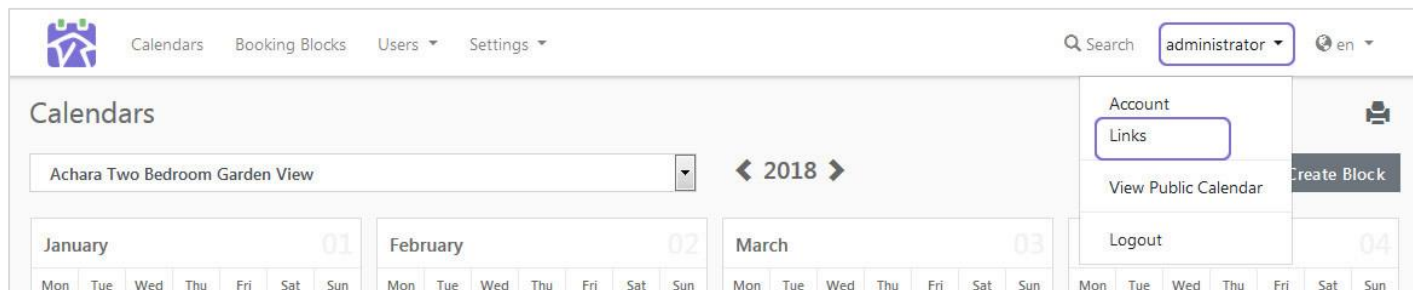
Updated by: -



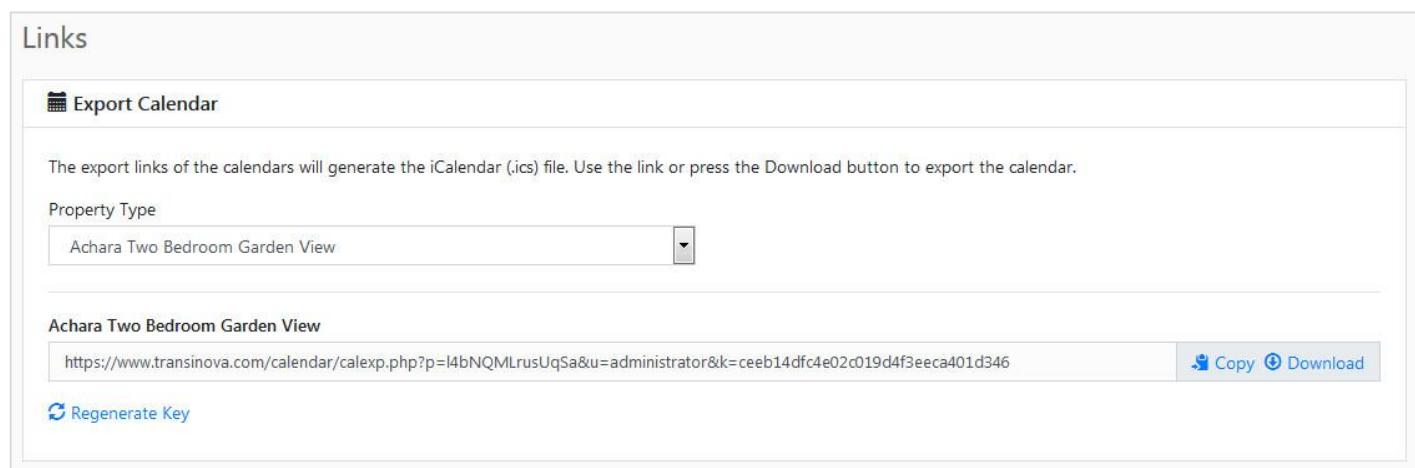
15. Exporting Calendars to .ics

All registered users can export calendars to iCalendar (.ics) file format. Administrator can select which information will be included in the exported calendars. However the included information also depends on their own user level role.

To get the links or download the exported calendar, navigate to Menu: **username** > **Links**.



Select a property type to generate the export link



You can use the links or simply press the **Download** button to export to iCalendar (.ics) format.

Save the **.ics** file to your local computer. Later you can import it in any iCal supporting calendar applications.



16. Public Calendar Link & Embed Code

Still in the **Links** page, scroll down to the **Public Calendar & Embed Code** section.

Select a property type to generate the public link. The **Hide in Public** property types won't be in the list.

Public Calendar & Embed Code

The public links of the calendars used to access the public view of all property types or specific property type.

Property Type

Start Month

Start Year

Calendars

Achara Two Bedroom Garden View

Default

Default

4 Months

Achara Two Bedroom Garden View

Public Calendar URL

http://localhost/vrbcwattach/calendar/?p=l4bNQMLrusUqSa&c=4

Copy

Embed Code Example

```
<style>.vrbc-embed-container{min-height:420px;position:relative;padding-bottom:7.50%;height:0;overflow:hidden;max-width:100%}.vrbc-embed-container embed,.vrbc-embed-container iframe,.vrbc-embed-container object{position:absolute;top:0;left:0;width:100%;height:100%;background:none;}@media screen and (max-width:595px){.vrbc-embed-container{min-height:420px}} </style> <div class="vrbc-embed-container"> <iframe src="http://localhost/vrbcwattach/calendar/?p=l4bNQMLrusUqSa&c=4" frameborder="0" allowfullscreen> </iframe> </div>
```

Copy

Copy the embed code and paste it into the web page where you want the calendar to be displayed.

There are public calendar URLs and Embed code examples for general (with property type select-box) and for each property type (without property type select-box). You can use these URLs and Codes

Additional parameters of the URLs for displaying/embedding specific public calendars:

m = starting Month (1...12 month number)

y = starting Year (4 digit year)

c = Number of Calendars displayed per navigation (1,2,3,4 or 12)

e.g.: <http://www.yourwebsite.com/calendar/?y=2020&c=4>

e.g.: <http://www.yourwebsite.com/calendar/?p=3LONMsxMLoQa&m=7&y=2020&c=3>


Select the options to add additional parameters, otherwise just select **Default**



17. Availability Feeds

All registered users has Feed URLs and own keys to be used sharing availability information with third party systems in XML or JSON formats.

Still in the **Links** page, scroll down to the **Availability Feeds** section.
Select a property type to generate the feed link.

 **Availability Feeds**

The feed links of the availability can be used by third party systems if you want to share availability information with them.

Property Type

Achara Two Bedroom Garden View

Output

xml

Month

February


Year

2018

Achara Two Bedroom Garden View

http://localhost/vrbcwattach/calendar/feed.php?v=xml&p=l4bNQMLrusUqSa&m=2&y=2018&u=administrator&k=c900bc9213550253755a5f762f2f4aa9

Copy

 [Regenerate Key](#)

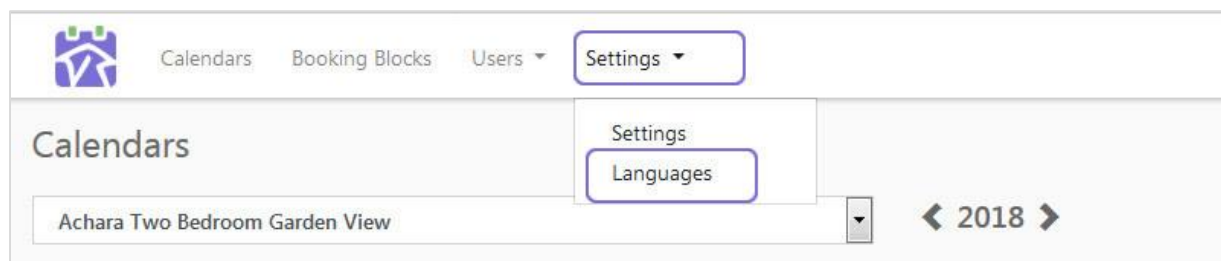
Select the options to change the parameters

To test it, copy the url and paste in to a browser address bar.

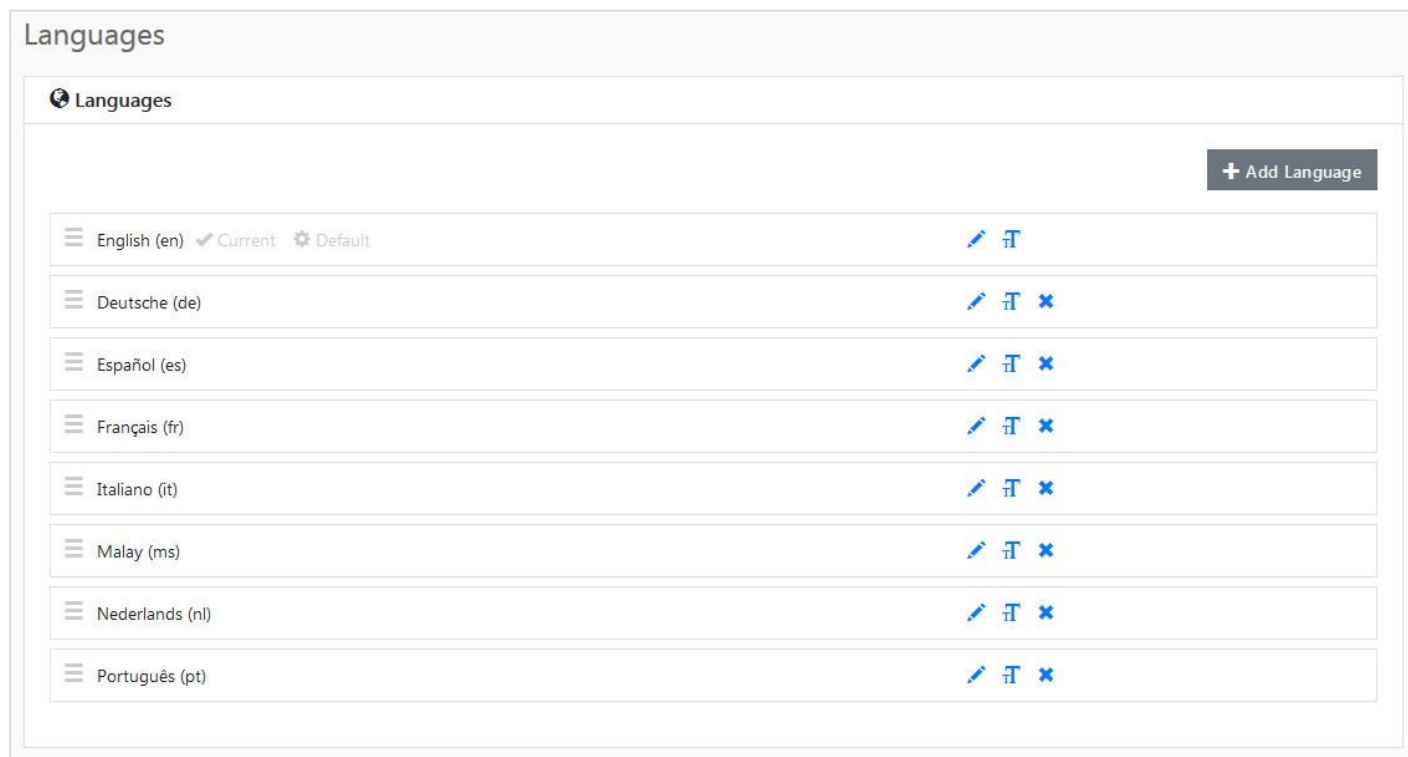


18. Languages

To manage languages navigate to Menu: **Settings > Languages**.



You will see the list of available languages. Here you can edit, unpublish, remove and you can also add more languages and its phrase translations.



You can drag-drop the statuses to reorder them. Click and hold the handle in the left and then drag it to desired position then drop it there.



Adding a New Language

The screenshot shows the 'Languages' management interface. At the top, there's a header 'Languages'. Below it, a list of languages is displayed: English (en) (Current, Default), Deutsche (de), and Español (es). Each language entry has three icons: a pencil for editing, a 'T' icon for text, and an 'X' icon for deletion. A '+ Add Language' button is located in the top right corner. A modal form is open for adding a new language. The form has the following fields: 'Language Name' (New Language), 'Abbreviation' (nu), 'Direction' (LTR selected, RTL unselected), and a 'Publish' checkbox. A 'Save' button is at the bottom right of the modal.

To add a new language, click the **Add Language** button. The Add Language form will pop. Enter the Language Name, the language Abbreviation, Direction, Publishing state. Click the **Save** button to add language.

The phrases of the newly added language will be in English, so you need to translate the phrases.

Editing Language Phrases

To open the phrases page click the **Text** icon of the language.

The screenshot shows the 'Languages' management interface. At the top, there's a header 'Languages'. Below it, a list of languages is displayed: New Language (nu), English (en) (Current, Default), Deutsche (de), and Español (es). Each language entry has three icons: a pencil for editing, a 'T' icon for text, and an 'X' icon for deletion. The 'T' icon for 'New Language (nu)' is highlighted with a red circle.



Languages > Phrases

Languages > New Language (nu) Phrases

Back

1. Submit	Translate Submit to New Language
2. Logout	Logout
3. Cancel	Cancel
4. Update	Update

On the left side is the English reference and the right side is the phrases of the current edited language.

Refer to the left side meaning of each phrase you can modify, translate even improve translation on the right side. To save a phrase changes, bring the focus out of the field by clicking another phrase field.

Editing Language

To edit a language, click the **Pencil** icon of the language. The Edit Language form will pop. Modify the Language Name, Direction, Publishing state. Click the **Save** button to update the language.

Language List:

- New Language (nu)
- English (en) Current Default
- Deutsch (de)
- Español (es)

Edit Language

Language Name:

Direction: ☒ LTR ☐ RTL

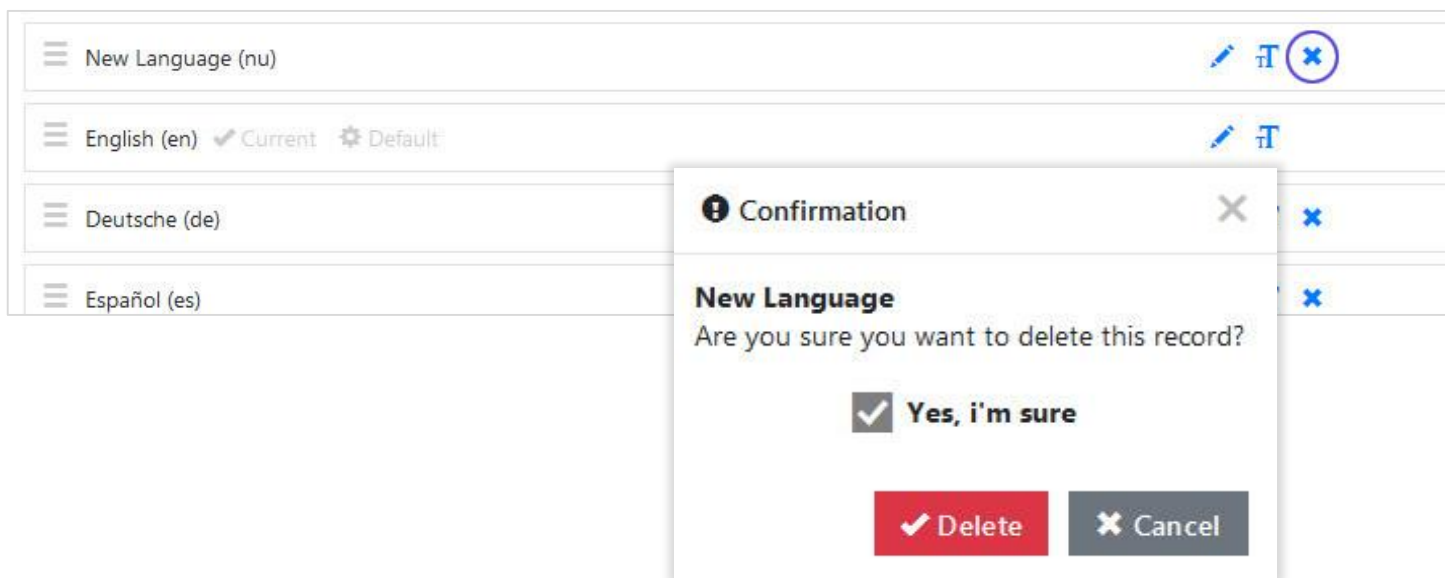
☒ Publish

Save



Deleting Language

To delete a language, click the **Cross** icon of the language. The confirmation dialog will prompt. Check the Yes, I'm sure checkbox if you really want to delete then click the red **Delete** button. The language will be deleted.





19. EU Cookies Notification

If you need to display the Euro Cookies Notification you can change the definition in [includes/config.inc.php](#) file, by set the value to **true**

```
28 define('CFG_WEEKSTART', '2'); // Weekstart. 1:Sunday / 2:Monday
29
30 define('CFG_LGNATTEMPT', '7'); // Login attempt try before temporary blocked
31 define('CFG_LGNFLOOD', '1800'); // Login attempt waiting time to retry in second
32 // e.g: 1800=30Min / 900=15Min / 600=10Min
33
34
35 //Display Euro Cookies Notification on the First Time
36 define('CFG_EUCOOKIES', true); // true / false
37
38 //Display MySQL errors debugging. true is Not recommended for live site:
39 define('DEBUG', false); // true / false
40
```

The frontend will display the notification once until visitor choose to continue.

The screenshot displays the Achara Laguna Villas website interface. At the top, an orange banner contains a cookie notification: "This website use cookies for it's functionality and to improve user experience. This website does not use cookies to gather anonymous data. By using this website you consent to our use of these cookies." with a green "Continue" button. Below the banner, the website title "Achara Laguna Villas" is visible, followed by a dropdown menu showing "Achara Two Bedroom Garden View" and a year selector set to "2018". The main content area features a calendar grid for January, February, March, and April 2018. Overlaid on the calendar is a login modal with the website logo, the title "Achara Laguna Villas", and input fields for "Username or Email" and "Password". A blue "Login" button is positioned below the password field. At the bottom of the modal, there are links for "Forgot Password?" and "Public View Calendar".



Thank you so much for purchasing this script!

Thank you for purchasing VRBC! If you have any questions that you feel should have been in this document, please login using the account used to purchase the file and email via my user profile page contact form there.

Future feature suggestions from you are welcome.

Your words matter! Please rate this script on CodeCanyon

<https://codecanyon.net/item/vacation-rentals-booking-calendar/19348371>

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