

Settings tab - Event settings and custom URL

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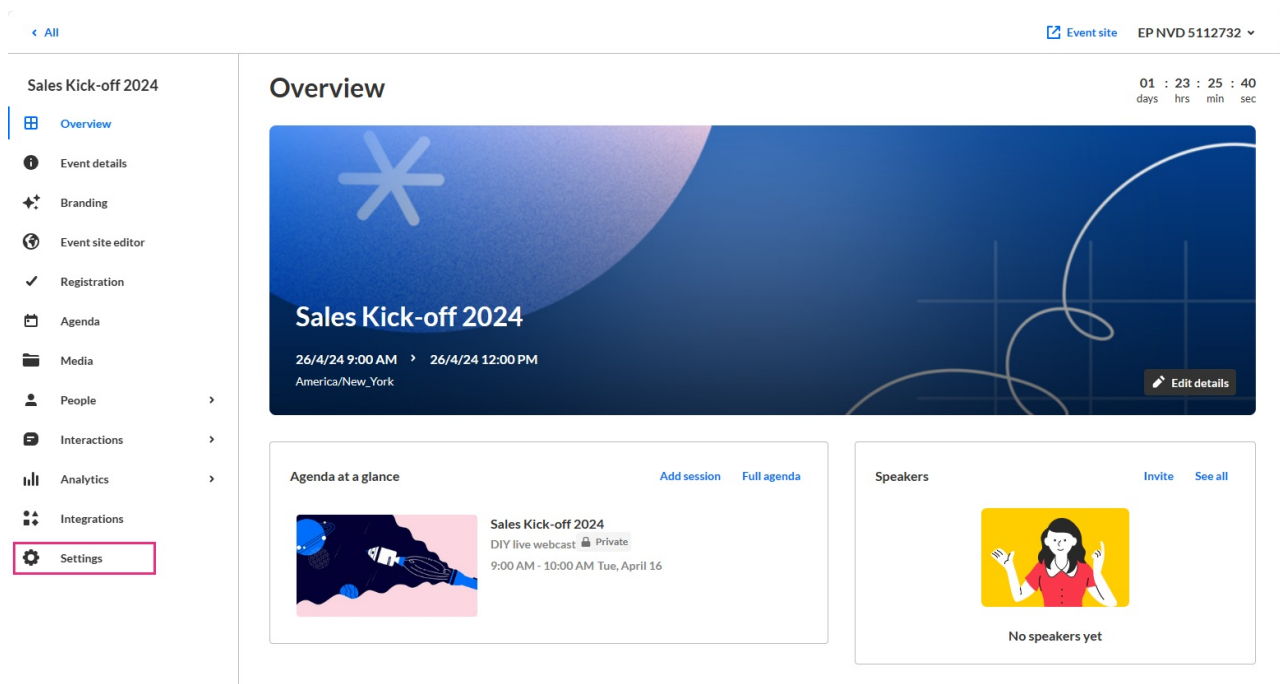
 This article is designated for all users.

About

This article describes how to enter a support email address for attendees, enter organizer details to display in notifications and networking, copy and/or access your event domain, and set a custom URL.

Navigate to the Settings page

From the Event page, click the Settings tab.



The Settings page displays.

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Quarterly Sales Meeting

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Settings Save

Support email address
For attendees to use to ask questions and report issues

Organizer details
Will appear as the sender details in notifications and networking

Organizer name

Upload

Event domain

Copy Access

[Set custom URL](#)

Here you can enter a support email address for attendees to use to ask questions and report issues. The support email will appear in every text where the **Customization tag** {SUPPORTEMAIL} is used.

You may enter organizer details. This information is displayed as the sender details in notifications and networking.

You may also copy and/or access the event domain by clicking the appropriate button;

 to copy or  to access.

Set a custom URL

If configured by your Admin, a **Set Custom URL** button displays on the Settings page allowing you to change the default generated event URL to customize it for your event.

1. Click the **Set Custom URL** button.
2. Enter a unique Event Domain according to the validation rules, then click on the right-hand list to choose from the list of root domains your Admin configured. Once finished, click **Set Custom URL**.

Set Custom URL

Event Domain 0/60

Custom URL requirements:

- ✓ Can contain alphanumerical characters
- ✗ Can't be blank
- ✗ Can't contain a space
- ✗ Can't start or end with a hyphen (-)
- ✗ Can't contain the following symbols: !"#\$%&'()*+/,;:<=>?^_~[]\

[Cancel](#)