

CRM vtenext

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Events

Access vtenext and search among the modules EVENTS.

Create new Event

Click on Create

The screenshot shows the 'Creating Event' form in the vtenext application. The form is titled 'Creating Event' and has a 'Save' button and a 'Cancel' button in the top right corner. The form is divided into two columns. The left column is titled 'Event Information' and contains the following fields: Event Number (AUTO GEN ON SAVE), Start Date (16-02-2024), Location (Italy), City (London), Code, Event Type (Evento online), and a Tag Relationality checkbox. The right column is titled 'Networking' and contains the following fields: Event Name (Networking), End Date (23-02-2024), Address (4 Rowan Rd, London W6 7DU), State (UK), Country, and a Tag Relationality checkbox.

Fill in the data Name (mandatory), start date, end date, location, address, city, province, ZIP code, and country/state and click SAVE in the top right corner.

Remember that your event can simply be called Business Meetings for everyday use of the app unrelated to a particular event.

By checking the “Tag Relationality” option, you allow the addition of tags even from mobile. It is advisable to use it only in specific cases to avoid the uncontrolled proliferation of tags.

Tags

Enter vtenext and search among the modules for the Tags module. Here you can see the list of tags, create new tags, or manage them.

Create new Tag

There are two ways:

1. Enter the Tags module and click on "Create Tag" at the top left (you will then need to associate the tag with the event).
2. From the Event, click on the right on the relationship and select "Tags". At this point, you can either select an existing tag or add a new one.

