

Group Event Detail Screens

Updated Jul 15, 2021

As of July 12, 2021, this "Learn Veracross" site has been deprecated. It will remain live at least through October 1, 2021, but will no longer be updated. All knowledge content has moved to the new [Veracross Community](#). Please update your bookmarks.

[Here is the new version of this article in the Veracross Community.](#)

Overview

There are seven different types of group event detail screens in Veracross. Each is displayed with a different detail screen. Many have a number of elements in common, but are configured to display the most relevant information based on the [event type](#).

- “Normal” events (School Events, Meetings, etc)
- Simple Events (Open House, No School Day, etc)
- Athletic Event (Games, Practices, etc)
- Athletic Game: Multi-Opponent Games (Tournaments)
- Admissions Visit for tracking logistic and participation (for Admissions Offices)
- Development Event (Appeals, Fundraiser, etc)
- Parent Teacher Conferences (for tracking parent teacher conference data)

Group Event Detail Screens

The following are screenshot examples of the General tab of each type of detail screen. Click an image to see what is displayed on the General tab, as well as the available tabs for that type of event record. Note that not all tabs may be available to your school (e.g., event registration tabs will only be available if your school has the Event Registration module).

Note that the URL of the detail screen will reflect the type of detail screen being viewed. For example:

- https://axiom.veracross.com/vcdemo_client/#/detail/group-event/5017/428-general
- https://axiom.veracross.com/vcdemo_client/#/detail/group-event-simple/874/3121-general
- https://axiom.veracross.com/vcdemo_client/#/detail/athletic-event/283/3076-general

“Normal” and Simple Events

“Normal” and “simple” events can be created to encompass any number of school events.

“Normal” Events (School Events, Meetings, etc.)

Group Event 691: 6-7:30pm - Excellent Courses Cookbook Launch Party - Axiom

https://axiom.veracross.com/vcdemo_client/#/detail/group-event/691/428-general

DEMO: CLIENT [log out]

Calendars Group Event 691: 6-7:30pm - Excellent Courses Cookbook Launch Party UPDATE

GENERAL

GENERAL Last Modified: Wed, Aug 20, 2008 at 6:57pm by dbo Audit Log

The combination of Classification and Visibility determines who can see this event on their calendars (see the Classification screen for more info). The Primary Group (and any add...

EVENT TYPE Major Event

DESCRIPTION Excellent Courses Cookbook Lau

START DATE 09/10/16

END DATE

SERIES EVENT TYPE N/A

START TIME 6:00 pm

END TIME 7:30 pm

CONTACT PERSON None

Location - Internal

INTERNAL LOCATION RES... <None Specified>

Location - External

ORGANIZATION None

MAP

DIRECTIONS FROM SCHO...

DIRECTIONS FROM HOME

LOCATION

Classification

SCHOOL LEVEL All School

GRADE LEVEL None

CAMPUS None

Groups

PRIMARY GROUP None

GROUP MEMBERS

Logistics

CLASS DEPARTURE TIME

CAMPUS DEPARTURE TIME

VENUE DEPARTURE TIME

CAMPUS RETURN TIME

TRANSPORTATION N/A

Student Attendance

MASTER ATTENDANCE ST... <Not Specified>

CLASS ATTENDANCE STA... <Not Specified>

Visibility

PUBLIC NO

PARENTS NO

STUDENTS NO

STAFF/FACULTY YES

ALUMNI NO

GROUP MEMBERS YES

Communication

EMAIL PARTICIPANTS Send Email

EMAIL PARENTS Send Email

Event Registration

ONLINE SIGN UP

NOTES

Some notes...

A normal event contains all the possible fields.

Simple Events (Open House, No School Day, etc.)

The screenshot displays the Axiom software interface for a group event. The browser address bar shows the URL: `https://axiom.veracross.com/vcdemo_client/#/detail/group-event-simple/797/3121-general`. The page title is "Group Event 797: 1:45-4pm - All School Open House - Axiom".

The interface is divided into a sidebar on the left and a main content area. The sidebar includes sections for "GENERAL", "PUBLISHING", "OTHER", "EVENT REGISTRATION", and "REPORTS". The "GENERAL" section is expanded, showing options like "General", "Logistics", "Communication", "Resources", "Groups", "Publishing", "Classification", "Recurrence", "Other", "Volunteer", and "Files".

The main content area is titled "GENERAL" and contains a form for editing the event. The form includes the following fields:

- EVENT TYPE:** Open House
- DESCRIPTION:** All School Open House
- START DATE:** 10/02/16
- END DATE:** (empty)
- START TIME:** 1:45 pm
- END TIME:** 4:00 pm
- CONTACT PERSON:** None
- Groups:**
 - PRIMARY GROUP:** None
 - # GROUP MEMBERS:** 1,849
 - ATTENDANCE TAKEN:** No
- Location:**
 - INTERNAL LOCATION RES...:** <None Specified>
 - LOCATION:** (empty)
- NOTES:** Some notes...

Below the form is a table with the following columns: Person ID, Person, Roles, Attendance Status, Tag, Notes. The table is currently empty, displaying "No Results".

At the bottom right of the page, there is a status indicator: "0 records".

A simple event has fewer tabs and fields, reflecting the less complex nature of the event.

Specific Events

The following event types are specific to athletics, admissions, development, and PTC users.

Athletic Event (Games, Practices, etc)

Athletic Event: 1-2pm - Varsity Soccer - Axiom

https://axiom.veracross.com/vcdemo_client/#/detail/athletic-event/410/3076-general

DEMO: CLIENT [log out]

Calendars Athletic Event: 1-2pm - Varsity Soccer UPDATE

Last Modified: Tue, Jun 16, 2015 at 10:36am by @dJames Audit Log

GENERAL

GENERAL

ATHLETIC EVENT TYPE Game

DESCRIPTION Varsity Soccer

START DATE 08/15/16

DAY OF WEEK Monday

END DATE 09/16/16

START TIME 1:00 pm

END TIME 2:00 pm

CONTACT PERSON None

EVENT STATUS Unconfirmed

MAKE-UP YES

Location

HOME/AWAY Away

HOME LOCATION <None Specified>

AWAY LOCATION None

LOCATION

Game

TEAM Soccer-V-B: Boys Vars

OPPONENT Cascade View Elemen

GAME TYPE Regular

OUT OF CONFERENCE YES

Outcome

GAME OUTCOME Win

SCORE - US 9

SCORE - OPPONENT 1

PLACEMENT First

TIME

OVERTIME YES

Logistics

CLASS DEPARTURE TIME

CAMPUS DEPARTURE TIME

VENUE DEPARTURE TIME

CAMPUS RETURN TIME

TEAM (CLASS) #detail/148/1117

Communication

EMAIL PLAYERS & COACHES Send Email

EMAIL PARENTS Send Email

Maps

MAP

DIRECTIONS FROM SCHO...

DIRECTIONS FROM HOME

NOTES

Athletic Game: Multi-Opponent/Multi-Team Games (Tournaments)

Athletic Event: 7pm - Boys V BB at Frederick - Axiom

https://axiom.veracross.com/vcdemo_client/#/detail/athletic-event-multi-opponent/2675/3100-general

DEMO: CLIENT [log out]

Calendars Athletic Event: 7pm - Boys V BB at Frederick UPDATE

GENERAL

GENERAL Last Modified: Thu, Jun 23, 2016 at 8:26am by @mkidd Audit Log

For events with multiple opponents, leave the "Opponent" field blank and use the "Opponents" grid below. For events attended by multiple teams, leave the "Team" field blank, a...

ATHLETIC EVENT TYPE (M... Game/Multi-Opponent

DESCRIPTION Boys V BB at Frederick

START DATE 05/09/17

DAY OF WEEK Tuesday

END DATE

START TIME 7:00 pm

END TIME

CONTACT PERSON None

EVENT STATUS N/A

MAKE-UP NO

Location

HOME/AWAY Home

HOME LOCATION <None Specified>

AWAY LOCATION None

LOCATION

Game

TEAM Baseball-V-B: Boys Va

OPPONENT None

GAME TYPE Regular

OUT OF CONFERENCE NO

Outcome

GAME OUTCOME <None Specified>

SCORE - US 0

SCORE - OPPONENT 0

PLACEMENT <N/A>

TIME

OVERTIME NO

Logistics

CLASS DEPARTURE TIME

CAMPUS DEPARTURE TIME

TEAM (CLASS) #/detail/148/1087

Communication

EMAIL PARTICIPANTS Send Email

EMAIL PARENTS Send Email

Maps

MAP

DIRECTIONS FROM SCHO...

NOTES

Add Record

Organization	Score	Placement	Time	Overtime	Notes
No Results					

0 records

Admissions Visit (for Admissions Offices)

Admissions Visit: 9:30 Admissions Visit - Axiom

https://axiom.veracross.com/vcdemo_client/#/detail/admissions-visit/8200/1149-general

DEMO: CLIENT [log out]

Calendars Admissions Visit: 9:30 Admissions Visit

UPDATE

ALL

General Available Tour Guides

GENERAL Last Modified: Tue, May 31, 2016 at 8:33am by @mkidd Audit Log

1. Under "Visit Attendees", select the Prospect/Applicant that will be visiting. The Visit Role should automatically default to "Prospect". 2. (if applicable) Select an Interviewer and set the Visit Role to "Interviewer" 3. (if applicable) Sele...

VISIT DATE: 07/21/16
 START TIME: 9:30 am
 END TIME: 10:30 am
 DESCRIPTION: Admissions Visit
 TOUR GUIDE: None
 TOUR NOT NEEDED: NO

Interview
 START TIME:
 END TIME:
 ENTER INTERVIEW NOTES:
 INTERVIEW NOT NEEDED: NO

VISIT NOTES

ATTENDEES EXPECTED: 2
 FOLLOW UP: Not Needed

Add Record

Person	Visit Role	Person Roles	Interests	Attendance Status	Attendee Notes
No Results					

Row Height: 0 records

Development Event (Appeals, Fundraisers, etc.)

Development Event: 6pm - DEV: Alumni Mixer - Axiom

https://axiom.veracross.com/vcdemo_client/#/detail/development-event/9954/699-general

DEMO: CLIENT [log out]

Calendars Development Event: 6pm - DEV: Alumni Mixer

UPDATE

GENERAL Last Modified: Wed, Aug 09, 2017 at 4:47pm by @cparker Audit Log

GENERAL

EVENT TYPE: Development Event
 DESCRIPTION: Alumni Mixer
 START DATE: 08/18/17
 END DATE:
 START TIME: 6:00 pm
 END TIME:
 CONTACT PERSON: None

Classification
 SCHOOL LEVEL: All School
 CAMPUS: None

Groups
 PRIMARY GROUP: None
 # GROUP MEMBERS:

Development
 CAMPAIGN: None
 TARGET AMOUNT:
 TOTAL RECEIPTS:
 PERFORMANCE:

Attendance
 # INVITED:
 # CONFIRMED:
 # ATTENDED:
 % ATTENDED:

Visibility
 PUBLIC: NO
 PARENTS: NO
 STUDENTS: NO
 STAFF/FACULTY: NO
 ALUMNI: NO
 GROUP MEMBERS: NO

Communication
 EMAIL PARTICIPANTS: Send Email

Event Registration
 ONLINE SIGN UP: NO

NOTES

Location - Internal
 INTERNAL LOCATION RES...: <None Specified>

Location - External
 ORGANIZATION: None
 MAP:
 DIRECTIONS FROM SCHO...:
 DIRECTIONS FROM HOME:

Location - Other
 LOCATION:

GENERAL
 Logistics
 Communication
 Resources
 Groups

PUBLISHING
 Publishing
 Classification

EVENT ATTENDANCE
 Event Attendance

EVENT REGISTRATION
 Tickets Sold
 Event Registration Forms

REPORTS
 Pledges
 Donations
 All Gifts
 Group Members
 Name-Tags

OTHER
 Recurrence
 Other
 Files

Parent Teacher Conferences

Parent/Teacher Conference: 10:00 am Green - Axiom

https://axiom.veracross.com/vcdemo_client/#/detail/group-event-parent-teacher-conference/9654/1733-general

DEMO: CLIENT [log out]

Calendars Parent/Teacher Conference: 10:00 am Green UPDATE

ALL GENERAL Last Modified: Tue, Nov 22, 2016 at 3:15pm by @mkidd Audit Log

General 1. Specify the Teacher by name (last, first) 2. Specify the Date, Start and End Times And in order to schedule a conference manually, 3. Specify the Student in the format (Last, First). If that is a u...

TEACHER: Green, Sarah

DATE: 03/17/17

START TIME: 10:00 am

END TIME: 10:30 am

STUDENT:

SCHOOL LEVEL: All School

ROOM: Room 111

LOCATION:

NOTES:

Add Record

Person	Event Role	Attendance Status	(Internal) Event	Person Roles	Related Students	Notes
No Results						

0 records