

# Date Location Option

The Date Location option provides a layer of granularity that is perfect for multi-date events where details shift depending on the day.

Here is a breakdown of how to maximize this feature:

## Where to Find It

The input field is located directly below the Calendar on the Appointments page. It is an option for Normal event types only.

## Practical Use Cases

This field is designed to handle "exceptions to the rule" without requiring you to create entirely separate event types.

- **Variable Room Assignments:** If a seminar moves from "Room A" on Monday to "The Auditorium" on Wednesday, you can specify this for each individual date.
- **Specific Service Details:** If a clinic offers different vaccine types (Trivalent vs. Quadrivalent) on different days, this field allows you to clarify that for the patient.
- **Instructor Changes:** If different staff members are covering specific dates of a multi-day workshop.

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## Using the Macro

To ensure your participants see this specific information, you must link the input field to your emails and set up using the macro field.

Macro Field: \$(D\_LOCATION)

How to Implement on the Scheduling page:

1. Navigate to the Settings / CUI Messages page.
2. Go to the Text View / Box Message section.
3. Insert \$(D\_LOCATION) into your message template.

How to Implement on your Email Notifications page:

1. Navigate to the Settings / Notification Setup page.

2. Insert \$(D\_LOCATION) into your message template

Example Template: "Your appointment is confirmed for \$(DATE). Location/Note: \$(D\_LOCATION)"

When the message is sent, the system will automatically replace the macro with the specific text you entered in that field for that specific date.

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