



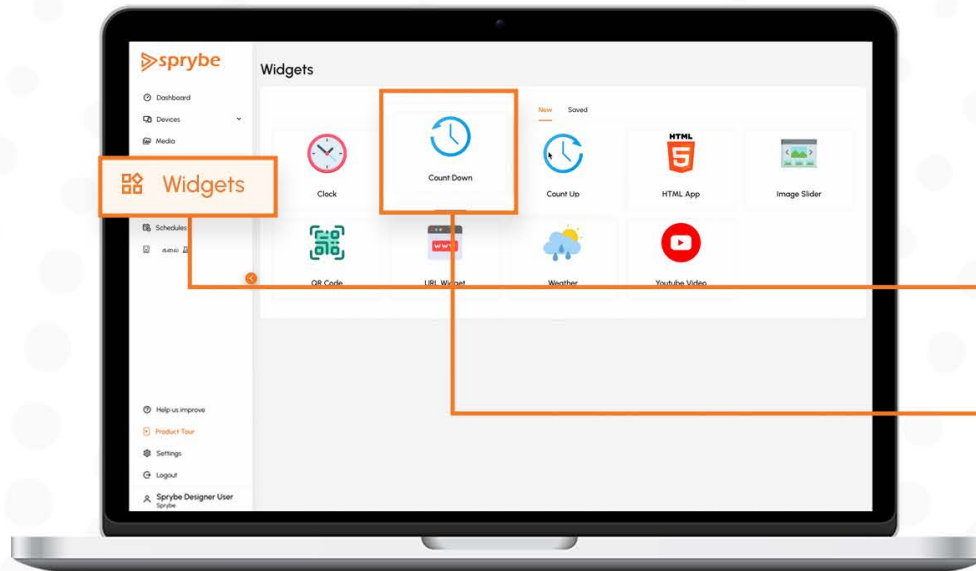
Web Portal User Manual



Countdown

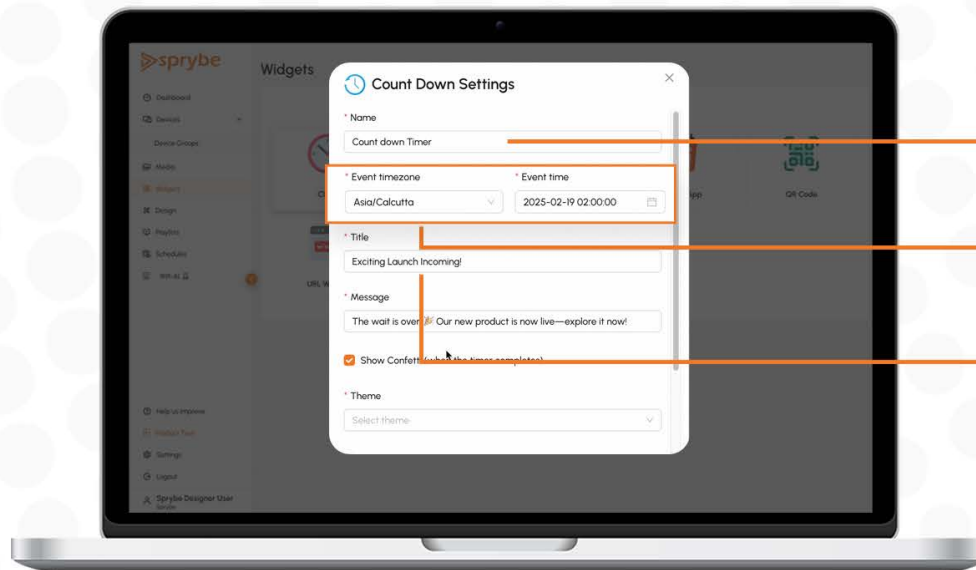
Countdown Widget

Step 1: Selecting a Countdown Widget



- In the left-hand menu, click on “Widgets”.
- From the list of available widgets, choose “Countdown Widget”.

Step 2: Configure Countdown Settings

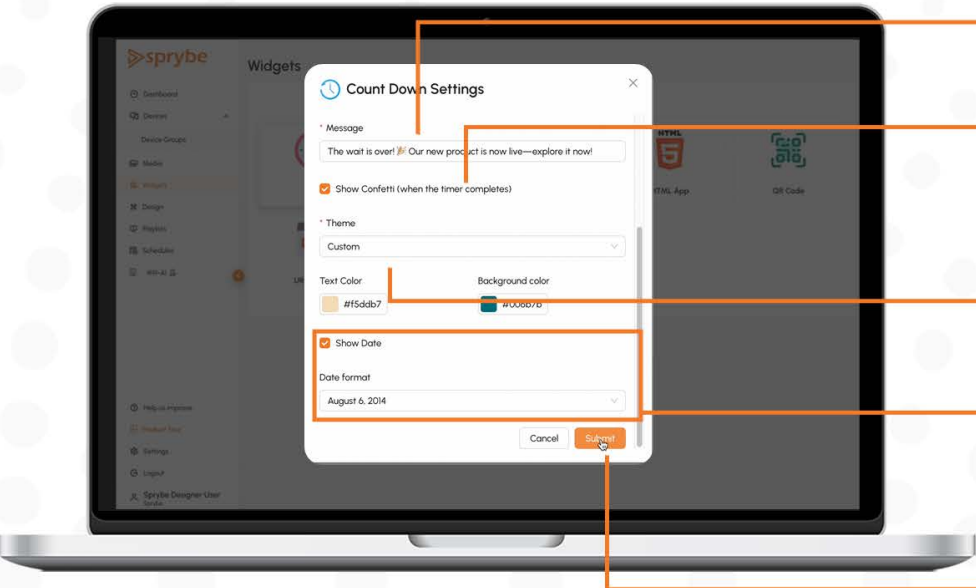


A Countdown settings modal will appear. Complete the following:

- **Name:** Enter a name for your widget.
- Select the **Event Timezone** and set the **Event Time** for the Countdown
- Provide a **title** for the countdown you're creating

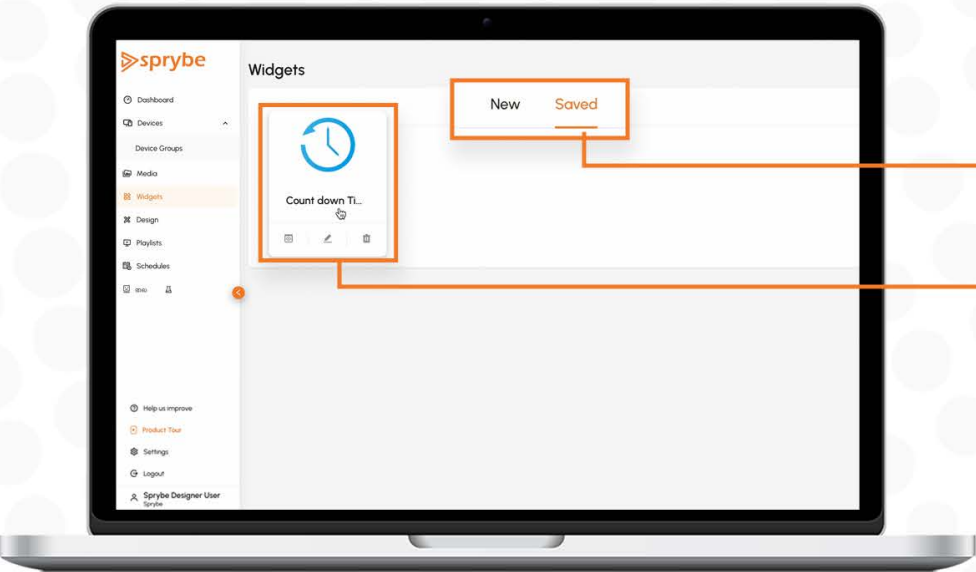
Countdown Widget

Step 3: Configure Countdown Settings & Save



- Enter the **message** to display when the countdown ends
- To display confetti after the countdown, enable the '**Show Confetti**' option
- **Theme:** Choose from Light, Dark, or Custom.
- To display the date, check Show Date and choose the preferred format from the dropdown.
- Click "Submit"

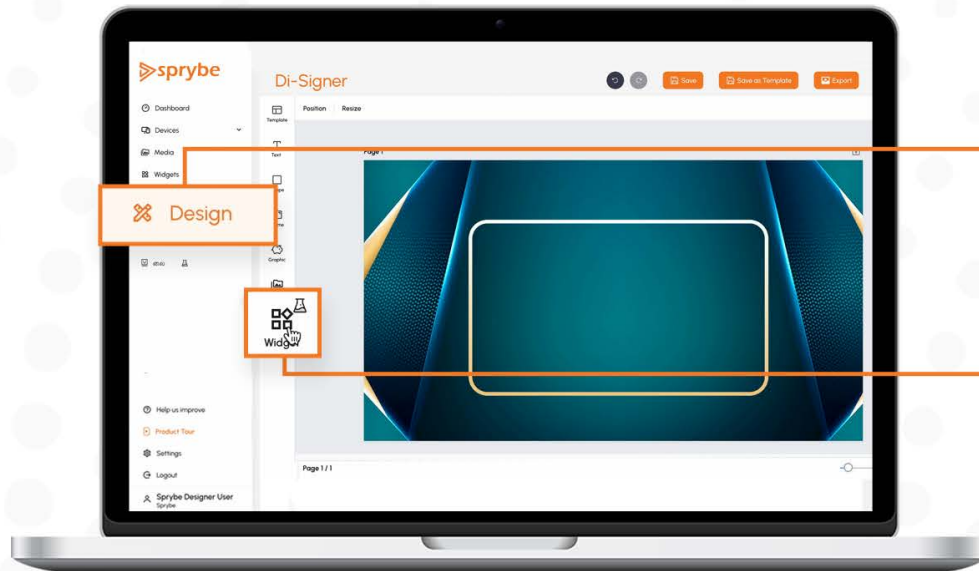
Step 4: Saved tab



- Go to the Saved tab to view your saved widgets.
- Here, you can edit, view, or delete any widget.

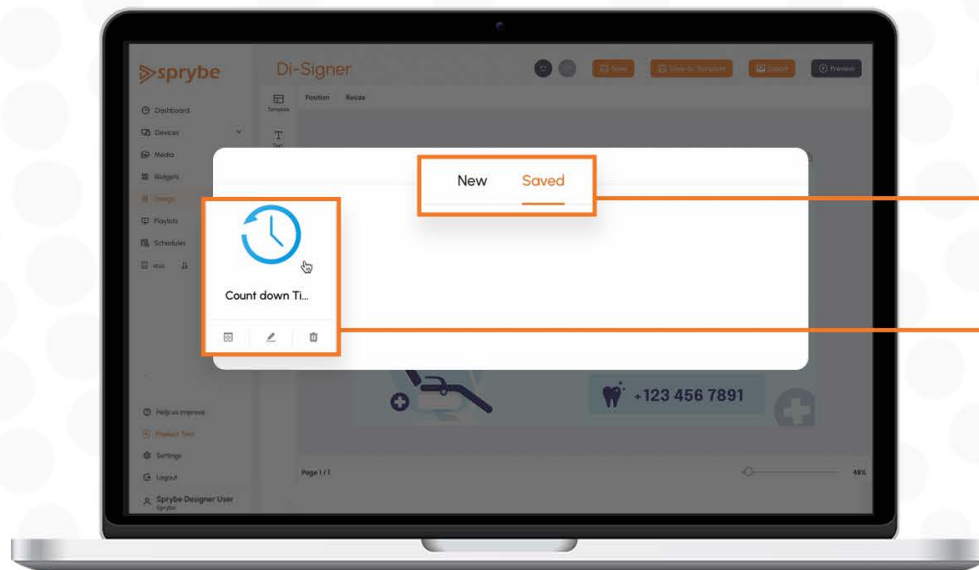
Countdown Widget

Step 5: Add the Countdown Widget to a Design



- Open the Design Section
- Choose a design template or create a new one.
- Select Widget in the left panel.

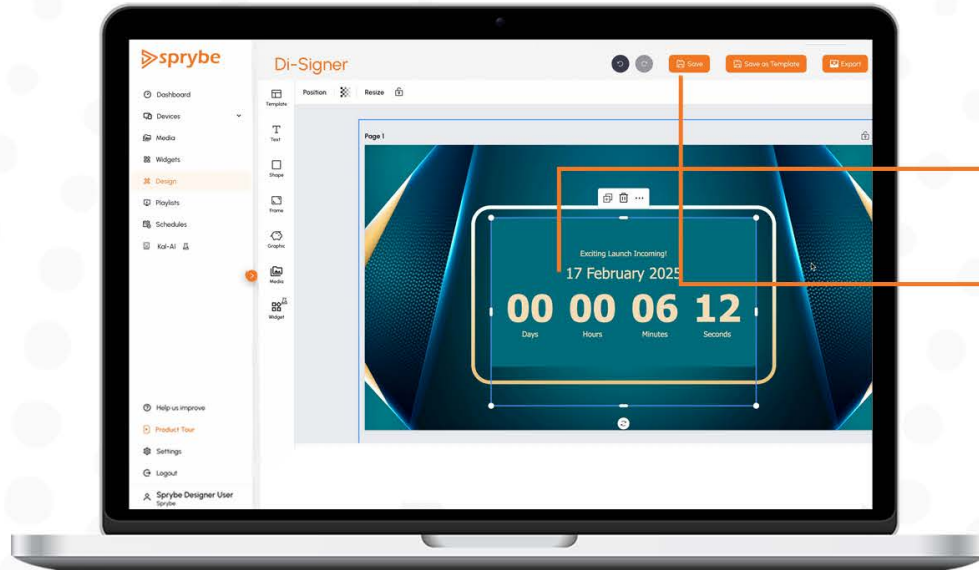
Step 6: Saved tab



- Navigate to the Saved tab and select your saved Countdown Widget.

Countdown Widget

Step 7: Add the Countdown Widget to a Design



- Resize and reposition it as needed.
- Save your design.

Step 8: Publish to your Screen

- Add the design to a playlist.
- Publish to your screen to display the countdown widget.

