

# Displaying Event ID on the Calendar

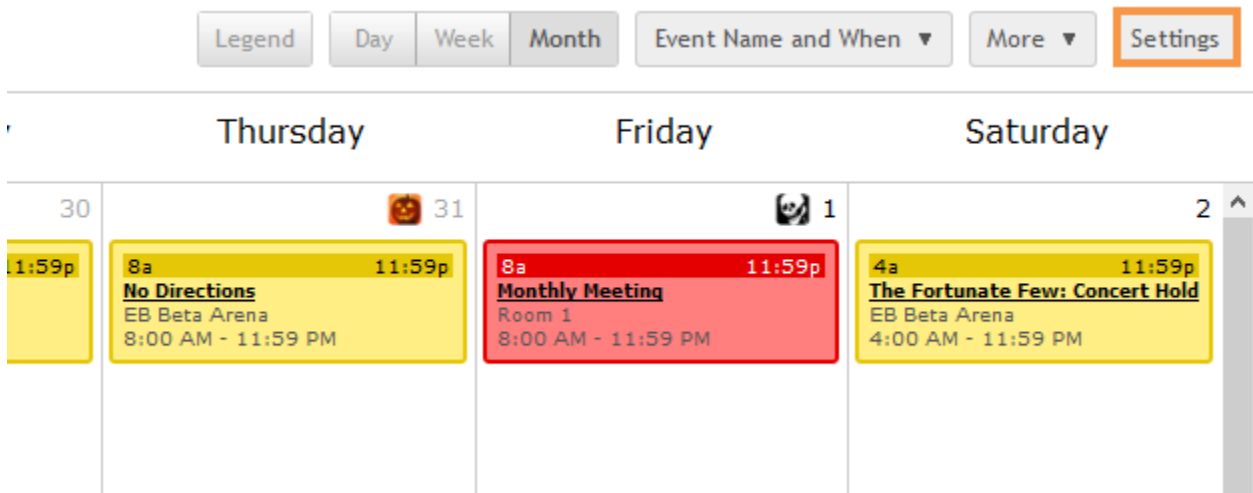
Updated: December 5, 2014

The Calendars page allows you to display an event's unique ID with a simple tweak of the settings.

1. Hover over **Calendars**.



2. Click **Settings**.



3. Click **General**.
4. Click **on** for *Show internal record ID*.
5. Click **Save**.

The screenshot shows the event configuration interface. At the top, there is a header bar with buttons: "Event Name and When", "Save", "Cancel", "Create New", "Delete", and "Preview". The "Save" button is highlighted with an orange box. Below the header, there is a sidebar on the left with a menu containing "General", "Layout", "Event", "Sales", and "Sharing". The "General" tab is selected and highlighted with an orange box. To the right of the sidebar, there are three sections: "Holidays", "Notes", and "Events". In the "Events" section, the "Show internal record ID" option is set to "on" and is highlighted with an orange box. An orange arrow points from the "General" tab in the sidebar to the "Show internal record ID" option. Another orange arrow points from the "Save" button in the header to the "Show internal record ID" option.

6. Your event IDs will now be displayed on the calendar.

Wednesday	Thursday	Wednesday	Thursday
30		30	
<div>8a 11:59p</div> <div><b><u>Hold for Sharika</u></b></div> <div>EB Beta Arena</div> <div>8:00 AM - 11:59 PM</div>	<div>8a</div> <div><b><u>No Directions</u></b></div> <div>EB Beta Arena</div> <div>8:00 AM - 11:59 PM</div>	<div>1032436 8a 11:59p</div> <div><b><u>Hold for Sharika</u></b></div> <div>EB Beta Arena</div> <div>8:00 AM - 11:59 PM</div>	<div>8a</div> <div><b><u>No Directions</u></b></div> <div>EB Beta Arena</div> <div>8:00 AM - 11:59 PM</div>