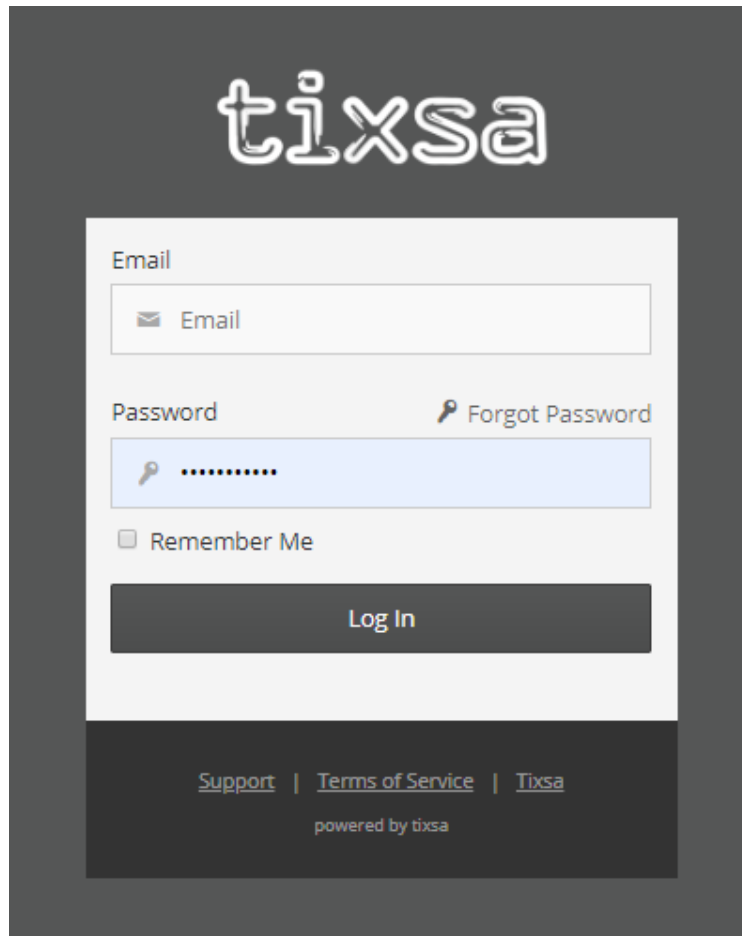


TIXSA – LINKING YOUR SOCIAL MEDIA ACCOUNTS

<https://admin.tixsa.co.za/login>



Step One

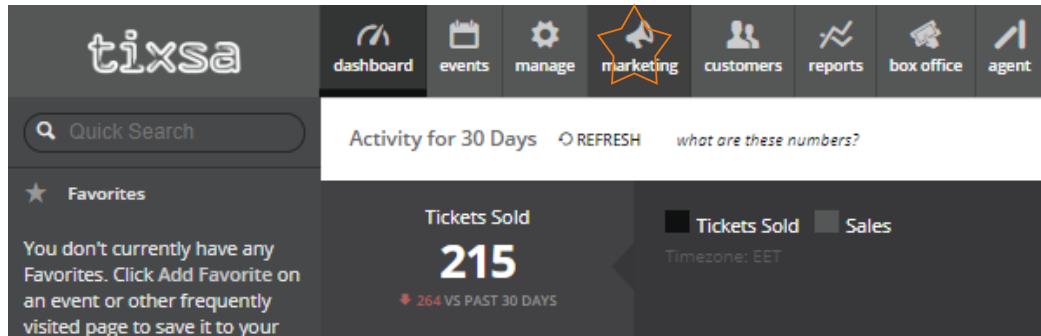


The screenshot shows the admin login interface for tixsa. At the top, the 'tixsa' logo is displayed in a white, rounded font on a dark grey background. Below the logo is a white login form with a dark grey border. The form contains the following elements: an 'Email' label above a text input field with an envelope icon and the placeholder text 'Email'; a 'Password' label above a password input field with a key icon and a 'Forgot Password' link; a 'Remember Me' checkbox; and a dark grey 'Log In' button. At the bottom of the form, there are links for 'Support', 'Terms of Service', and 'Tixsa', along with the text 'powered by tixsa'.

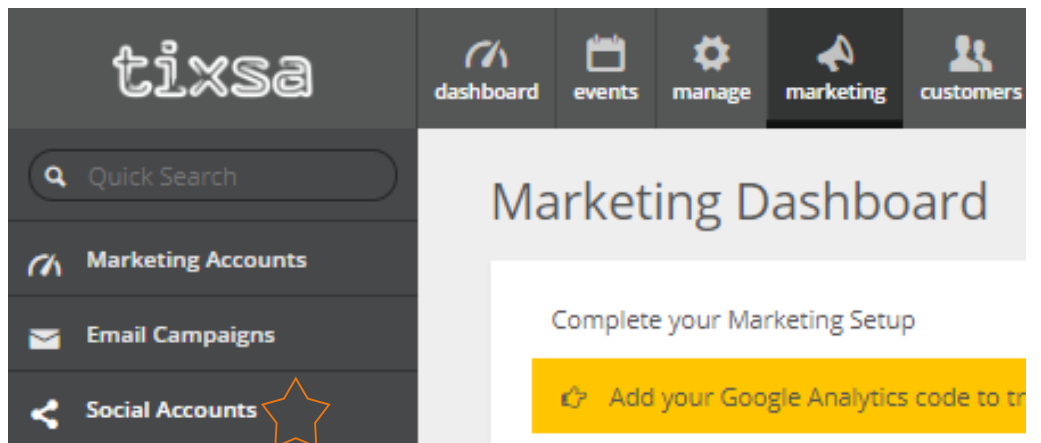
- Go to admin.tixsa.co.za
- Fill in your log in details (contact divan@tixsa.co.za if you've forgotten your log in details)
- Select “log in” once your information has been filled in correctly



Step Two



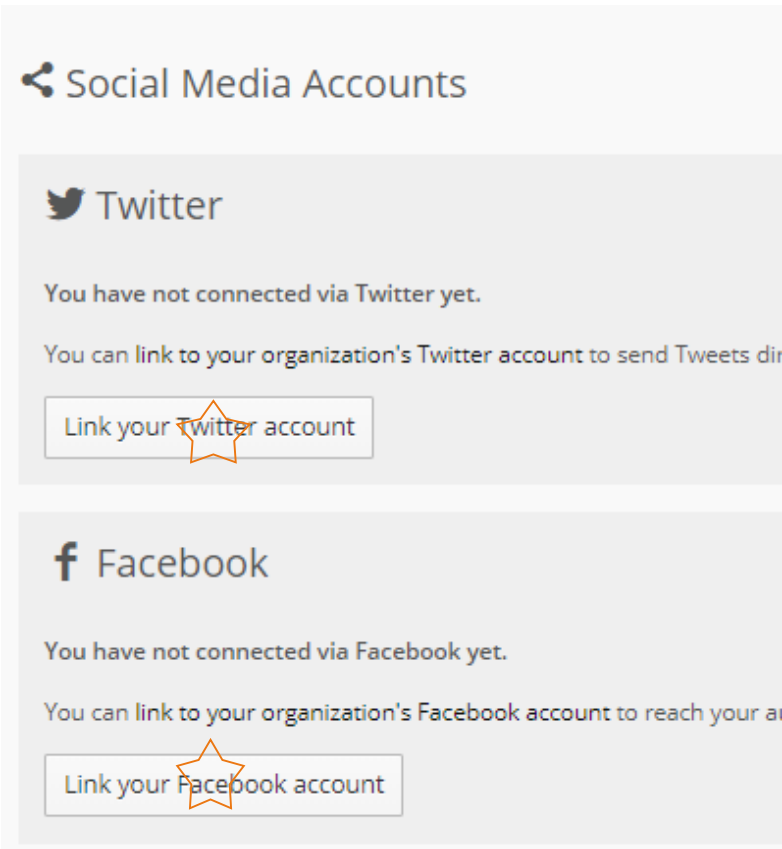
➤ Select “marketing” in the tab at the top



➤ Select “social accounts” in the left-hand tab



Step Two



➤ Select “link your Twitter account”

➤ Select “link your Facebook account”

➤ Only pages with +2000

likes can be linked per

Facebook’s Ts & Cs

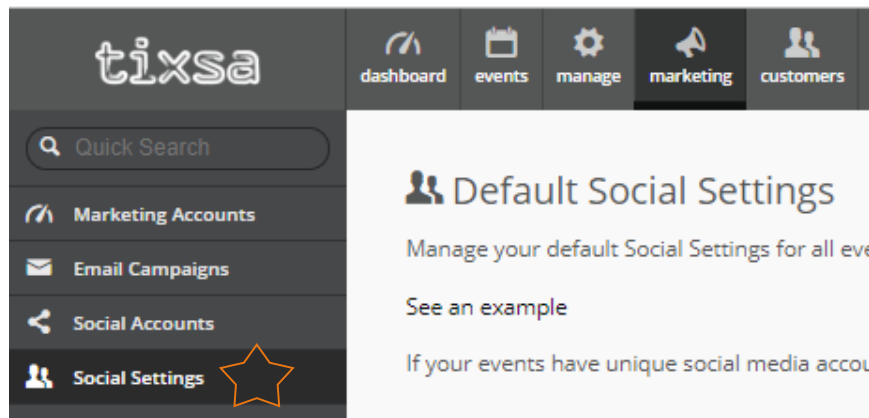


tixsa
Beyond Ticketing

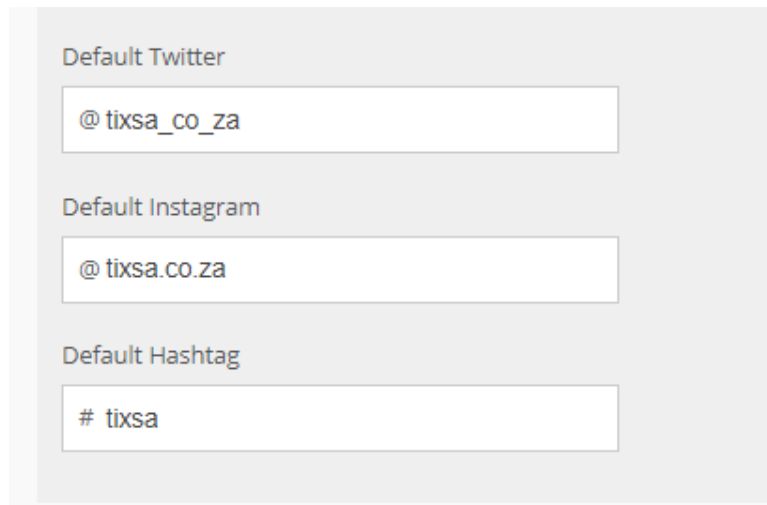


www.tixsa.co.za

Step Three



➤ Select “social settings” in the left-hand tab



The form contains three input fields:

- Default Twitter:
- Default Instagram:
- Default Hashtag:

- Fill in your unique social media handles
- Create a unique ‘#’ for your event



Step Four

Default EventSocial Details

Enter the event\'s social media information to include with social sharing options.

Enable RSVP to Facebook Event by Default?

Yes
 No

Default Facebook Event ID / URL

Your Facebook Event ID

- We advise creating a Facebook Event for more exposure and increased leads
- Select “yes” if you have a Facebook Event
- Insert your Facebook Event ID



tixsa
Beyond Ticketing



www.tixsa.co.za

Congratulations!

You've now successfully linked your social media accounts with your TIXSA profile.

This means that your ticket link can be shared across your social media profiles!

For assistance email: Kendall@tixsa.co.za



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