

BOXOFFICE

THE **BOXOFFICE** COMPANY WEBEDIA GROUP

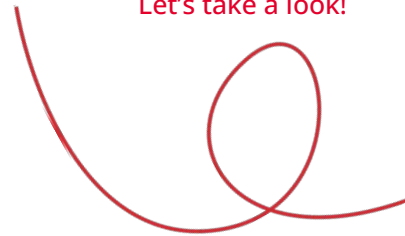
Welcome to the Showtimes Entry tool

What is **the showtimes entry tool**?

If you don't use a point of sale system, or if you use a POS that we aren't integrated with, **then** the showtimes entry tool allows you to enter your programming manually.

With this, we'll be able to build you a website, or send your showtimes to Google and other major search platforms.

Let's take a look!





← 6/17/2022 to 6/23/2022 →

Batch select



Draft mode

Movies



MON
20
JUN

☰ 1

☰ 2

☰ 3

☰ 4

☰ 5

☰ 6

This is what it looks like when you first login. The grid displays a line per auditorium for the selected location and day.

Cancel

Save

If you have several locations,
switch between them here:



Showtimes Entry Tool

My location name



Marine Suttle
The Boxoffice Company



← 6/17/2022 to 6/23/2022 →

Batch select



Draft mode

Movies



3:00 AM 4:00 AM 5:00 AM 6:00 AM 7:00 AM 8:00 AM 9:00 AM 10:00 AM 11:00 AM 12:00 PM 1:00 PM 2:00 PM

MON
20
JUN

⋮ 1

⋮ 2

⋮ 3

⋮ 4

⋮ 5

Click on the settings wheel to set your opening and closing time, and usual pre-show duration. It will resize the grid accordingly.



Showtimes Entry Tool

My location name



Marine Suttle
The Boxoffice Company



← 6/17/2022 to 6/23/2022 →

Batch select



Draft mode

Movies



3:00 AM 4:00 AM 5:00 AM 6:00 AM 7:00 AM 8:00 AM 9:00 AM 10:00 AM 11:00 AM 12:00 PM 1:00 PM 2:00 PM

MON
20
JUN



⋮ 1

⋮ 2

⋮ 3

⋮ 4

⋮ 5

← Theater settings

Opening time

10:00 AM

Closing time

11:30 PM

Pre show duration

15

Let's start adding movies to your grid. Either:

- Click on the **Movies** button in the top right corner and drag and drop movies you're playing at the right time.
- Click anywhere in the grid and type the title of the movie you want to add.

BOOST Showtimes Entry Tool My location name Marine Suttle The Boxoffice Company

6/17/2022 to 6/23/2022 Batch select Draft mode Movies

9:00 AM 10:00 AM Opening 11:00 AM 12:00 PM 1:00 PM 3:00 PM 4:00 PM 5:00 PM


MON 20 JUN

1:00 PM Lightyear

Movie top gun

Top Gun: Maverick Paramount Pictures 2022 Drag to add

Top Gun: Maverick Early Acce... Paramount Pictures 2022 Drag to add

When adding a movie manually, click on  to enter the name of the movie.

The length of the movie box is automatically calculated based on your typical pre-show duration and the length of the movie.

MON
20
JUN



 1

 2

 3

 4

1:00 PM Lightyear



2:35 PM —



Draft mode



Auditorium

3

Date

06/20/2022

Time

02:35 PM



Movie

Top Gun: Maverick

[Change movie](#)

Paramount Pictures

5/27/2022

PG13

Pre show

15

minutes

Duration

131

minutes

Attributes

Select...

Booking URL



Cancel

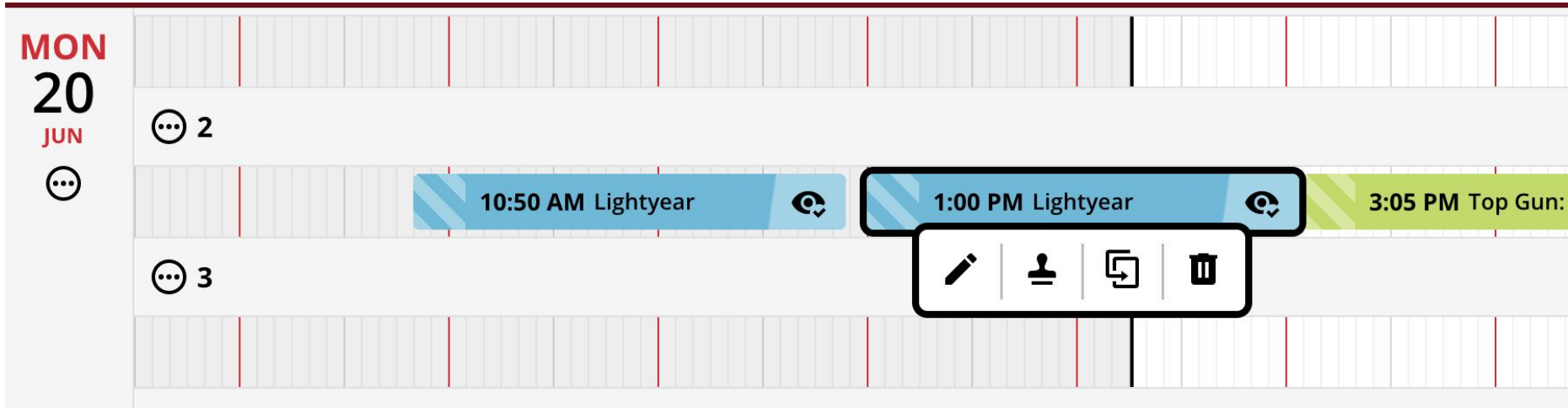
Confirm showtime

When editing a movie, you will see the full details of the movie: auditorium #, date and showtime, its title, ratings, and duration.

You can then add attributes (ex: 3D, Imax, etc.) as well as a booking URL.

Once you've added a movie, these actions will enable you to create your programming even faster:

- Click on the stamp icon  , then click anywhere to paste a copy
- Click on the Duplicate icon  to duplicate this programming at scale!



MON
20
JUN

⋮ 2

⋮


⋮ 3

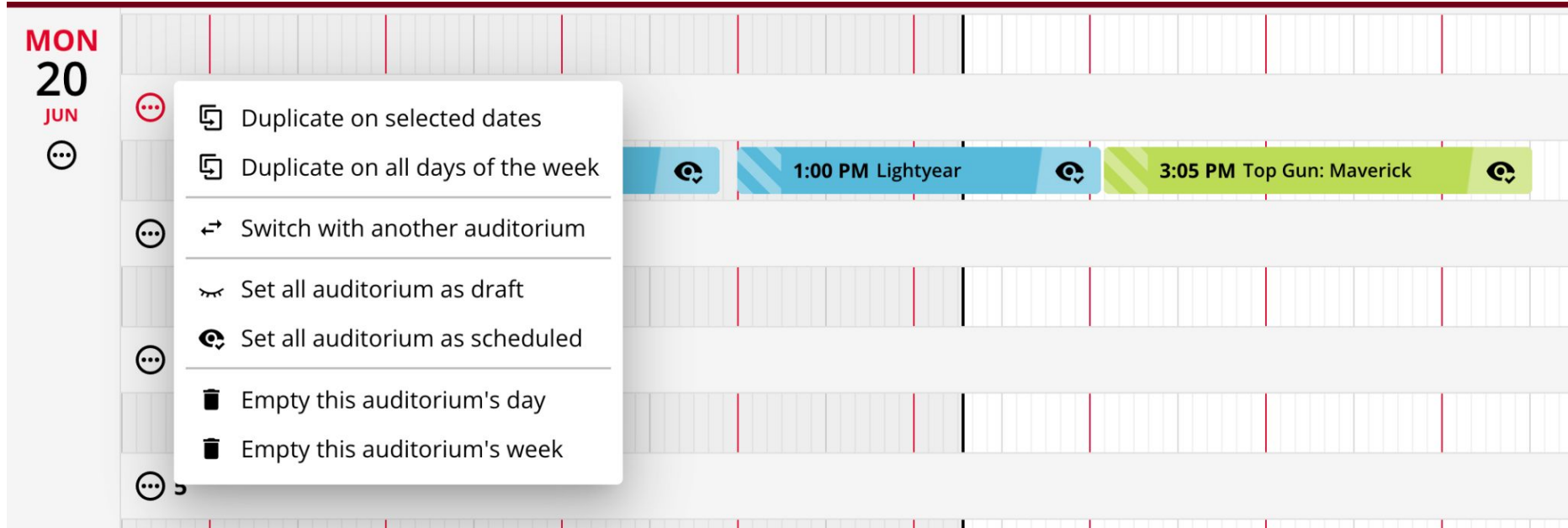
10:50 AM Lightyear

1:00 PM Lightyear








3:05 PM Top Gun:

✎ | 📌 | 🔄 | 🗑️

If your programming for Auditorium 2 on Monday is going to look a lot like your programming on another day, then simply click  and select “Duplicate on selected dates” to recreate the same programming for another date.




MON
20
JUN

-  Duplicate on selected dates
-  Duplicate on all days of the week
-  ↔ Switch with another auditorium
-  🌙 Set all auditorium as draft
-  👁 Set all auditorium as scheduled
-  🗑 Empty this auditorium's day
-  🗑 Empty this auditorium's week

1:00 PM Lightyear

3:05 PM Top Gun: Maverick

Discover all the functionalities of this quick and easy tool!

When you're done and your programming is finalized, remember to click on  at the bottom.

Once you do, we'll update your showtimes in our ecosystem and send this information to Google and other 3rd parties.

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**Thank
You!**

Contact us with any questions at: support@boxoffice.com