



GAMEDAY

How do I create a Sub Event product?

Last Modified on 19/04/2024 12:38 pm AEST

Before launching an event, administrators can develop event entry fees that are only available within specific [Sub Events](#).

When editing or creating a Sub Event, you can use the process below to apply Sub Event Products to specific Sub Event:

1. In the left-hand menu, click **Events** > **MANAGE EVENTS**



Dashboard



My Organisation



Finances



Members



Membership Forms



Products & Questions



Promotions



Events



Dashboard

Manage Events

Teams

NEW

Products & Questions

Communications



Reports

2. **EDIT** the relevant event

Events 🔍

Events | Event Templates | Event Participant ID Management | Event Display Template | ECAL Widgets

[Create New Event](#) [Create New Event from Template](#) All Event Types All Categories Active ⚙️

Event Name	Event Type	Event Category	Event Date(s)	Venue	# Products	Event Status	Registrations	Action(s)
GameDay Swim Meet (Sub-Events)	Event Entry	Sport	21 April 2024 (AEST) - 21 April 2024 (AEST)	GameDay HQ	0	Active	Live (1 Apr 2024 12:00 am (AEST) - 25 Apr 2028 12:00 am (AEST))	Edit
Athletics Carnival	Event Entry	Sport	2 December 2034 (AEDT) - 2 December 2034 (AEDT)	GameDay HQ	3	Active	Live (1 Mar 2024 12:00 am (AEDT) - 22 Mar 2040 12:00 am (AEDT))	Edit
Awards Night 2024	Ticketing	Charity & Fundraiser	28 Dec 2024 06:00 pm (AEDT) - 28 Dec 2024 10:00 pm (AEDT)	GameDay HQ	2	Active	Live (1 Feb 2024 12:00 am (AEDT) - 18 Feb 2044 12:00 am (AEDT))	Edit

Show 5
 Showing rows 1-3 of 3

< < 1 > >

3. Go to the **EVENT PRODUCTS & GROUPS** tab

[← Back](#) [View Event](#)

GameDay Swim Meet (Sub-Events) Active

1 Event Details | **2 Event Products & Groups** | 3 Add-on Products | 4 Bundle Discounts | 5 Questions & Layout | 6 Messaging & Notifications | 7 Publish

Event Details

Event Logo
 
 Recommended maximum image size is 320px x 180px. png is preferred.
 [Add Logo](#)

Event ID

Event Name

4. Select a specific Sub Event

1 Event Details | **2 Event Products & Groups** | 3 Add-on Products | 4 Bundle Discounts | 5 Questions & Layout | 6 Messaging & Notifications | 7 Publish

Event

Sub Events

- Junior Boys Events [✎](#)
- Senior Mens Events [✎](#)
- Junior Girls Events [✎](#)
- Senior Womens Events [✎](#)

[Create Sub Event](#)

GameDay Swim Meet (Sub-Events)

[Add Existing Event Products to Form](#) [Create New Event Product](#) [Create Product Group](#)

Name	Price	Product Sub Type	Mandatory	Available from	Available to	Quantity Limit	Status	Action(s)
GameDay Swim Meet - Swimmer Event Entry	40.00	Event Entry		1 April 2024 (AEDT)	15 April 2047 (AEST)	100	Active	Edit
GameDay Swim Meet - Spectator Event Entry	25.00	Ticketing		1 April 2024 (AEDT)	23 April 2043 (AEST)	200	Active	Edit

5. Click **CREATE NEW EVENT PRODUCT**

GameDay Swim Meet (Sub-Events)

Active

1 Event Details 2 Event Products & Groups 3 Add-on Products 4 Bundle Discounts 5 Questions & Layout 6 Messaging & Notifications 7 Publish

Event

GameDay Swim Meet (Sub-Events)

Sub Events

- Junior Boys Events
- Senior Mens Events
- Junior Girls Events
- Senior Womens Events

Create Sub Event

Junior Boys Events

Add Existing Event Products to Form Create New Event Product Create Product Group

Name	Price	Product Sub Type	Mandatory	Available from	Available to	Quantity Limit	Status	Action(s)
Junior Boys Events (5)	Select at least: 1							Edit Delete
GameDay Swim Meet - U18 Boys Freestyle	0.00	Event Entry		1 April 2024 (AEDT)	18 April 2035 (AEST)	30	Active	Edit
GameDay Swim Meet - U18 Boys Backstroke	0.00	Event Entry		1 April 2024 (AEDT)	18 April 2035 (AEST)	30	Active	Edit
GameDay Swim Meet -	0.00	Event Entry		1 April 2024	18 April 2035	30	Active	Edit

You will notice that the Event Type and Event Sub Type are selected for you. Continue through the [product set up](#) to define your product as necessary.

By creating the product using this process, you are ensuring that the product will only be available to entrants who select the sub-event within which it is nested on the event.

Related Articles
