

South Australian Tourism Commission

# ATDW LISTING GUIDELINES

Attractions



*Langton Island, Eyre Peninsula*







Exceptional Kangaroo Island

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# ATTRACTION CATEGORIES

**Below is a list of attraction categories that are suitable for the ATDW.**

- ▶ Agricultural, Mining or Industry
- ▶ Amusement and Theme Parks
- ▶ Entertainment Venues
- ▶ Galleries, Museums and Collections
- ▶ Historical Sites and Heritage Locations
- ▶ Landmarks and Buildings
- ▶ National Parks and Reserves
- ▶ Natural Attractions
- ▶ Observatories and Planetariums
- ▶ Parks and Gardens
- ▶ Shopping and Markets
- ▶ Spas and Retreats
- ▶ Sports and Recreations Facilities
- ▶ Zoos, Sanctuaries, Aquariums and Wildlife Parks.

All Attractions will be displayed on southaustralia.com.

# USER DIRECTIONS

## LOGGING IN

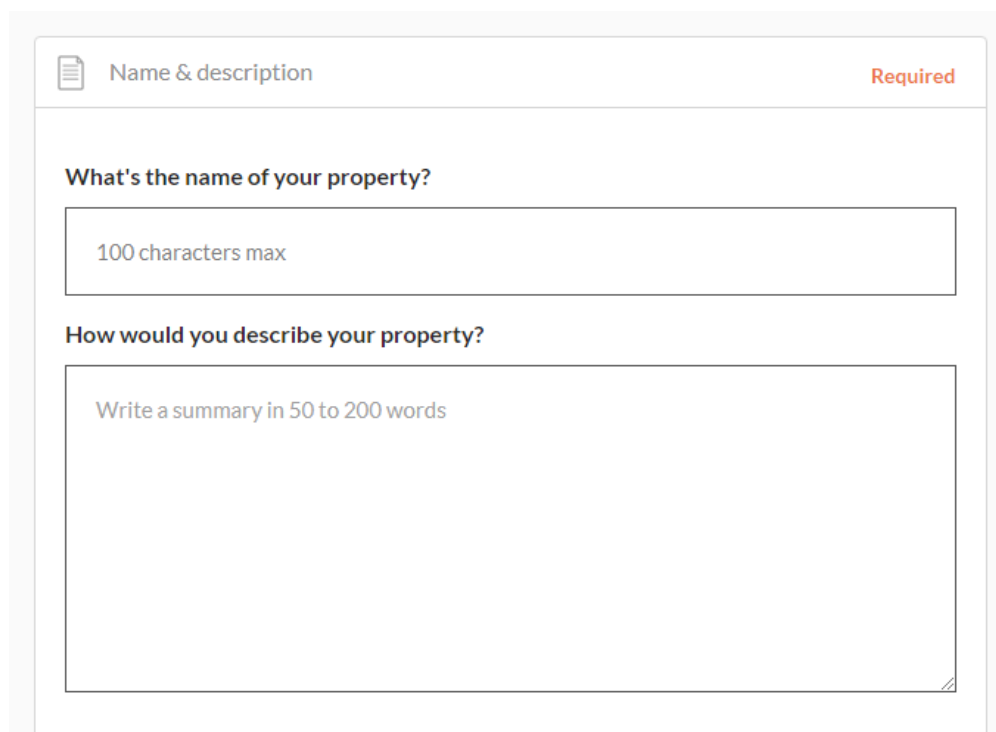
1. Login/Register at atdw-online.com.au
2. Click on **Add New Listing** from your listing dashboard.
3. Choose **Attraction** as your listing type
4. Once you have logged in, work your way through the step-by-step or choose fields to complete from the orange menu. This menu appears on the left-hand side of the page.
5. Use the guidance menu located on the right-hand side of each page to guide you through the required fields.
6. You will notice a "required" and "mandatory" in the top right hand corner in each section.

**Mandatory is optional but we also recommend it to optimise your listing.**

## NAME AND DESCRIPTION

Email addresses, pricing information and contact details can be added into their own sections as you proceed with the listing.

On the right-hand side please use the guidelines to fill in your description.



The screenshot shows a form titled "Name & description" with a "Required" label in the top right corner. The form contains two sections: "What's the name of your property?" with a text input field and a "100 characters max" hint, and "How would you describe your property?" with a larger text area and a "Write a summary in 50 to 200 words" hint. A small diagonal line icon is visible in the bottom right corner of the text area.


## ATTRACTION TYPE

Choose the attraction type(s) that most accurately describes your individual tour.  
We recommend you select no more than two types.

## LOCATION

Select **organisation address** to choose the address from your registration as your physical location. If that information is incorrect then select **define another address**. If the location doesn't look accurate, you can move the pin on the map to adjust it.

The database will put your organisation address into the fields as a default so you will need to change the address. Start typing in your address and a Google drop down box will appear which you can click on and it will auto populate the other boxes.


 Physical address Required


☐ Organisation address


Level 3, 121-125  
Waymouth Street  
Adelaide  
SA, 5000


☒ Define another address


Street address

 68 Murray Road, Preston VIC, Australia


 68 Murray Street Perth WA, Australia

 68 Murray Valley Highway, Killara VIC, Australia

 68 Murray Street, Tanunda SA, Australia


 68 Murray Street Sydney NSW, Australia

powered by Google




Check the suburb/city/town matches the street address.


State



Post code

Map Satellite




South Australia, Australia 

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## CONTACTS


- ▶ Only one of these three contact fields are required but the more options you can provide, the more helpful it is for visitors.
- ▶ Write your phone number without spaces or international area codes.

 Phone Required

What number should your customers contact you on?

Primary phone number

Secondary phone number

 Email Required

What email should customers contact you on?


Email address

## PHOTOS

- ▶ Minimum photo dimensions are 2048 x 1536 pixels.
- ▶ All photos need to be saved in landscape format.
- ▶ Every listing must have at least 1 photo added. The maximum number is 10 photos per listing.
- ▶ Portrait sized photos, posters, brochures, logos or photos with written text are not accepted.
- ▶ Alternative Text (Alt text) is mandatory. Write a brief description of what's in the photo to benefit the visually impaired and help with search engine optimisation (SEO).
- ▶ Captions can add more detail to your photo.
- ▶ If necessary, add copyright details and credit the photographer.
- ▶ Once uploaded, you can drag photos into your preferred order. The star will indicate your hero photo.

Photos

Required



Crop Photo

SQUARE

LANDSCAPE

Rotate Photo

Coorong National Park

Coorong National Park 42 mile

Copyright - who owns this photo

Photographer - who took this photo

DELETE

CANCEL

SAVE PHOTO

Photos

Required


Drag & drop photos here or [click to upload](#)

Requirements: Landscape orientation photos only with a minimum size of 2048 x 1536 pixels.

Organise your photos by dragging them into your preferred order with the hero photo first.

Delete unwanted photos by using the 'X' or their delete button.

Alt text is required on all photos. Please enter up to 100 characters to briefly describe your photo.




PREVIOUS

SKIP TO NEXT STEP



## VIDEOS

- ▶ Videos must be uploaded by providing YouTube or Vimeo links.
- ▶ Upload a maximum of 10 different good quality videos.
- ▶ Once uploaded, you can drag your videos into your preferred order.
- ▶ The star will indicate your hero video.
- ▶ Keep videos 30 - 90 seconds in length.
- ▶ Do not upload videos containing advertisements.

 Videos Optional

Please provide a valid YouTube or Vimeo link, then click Upload

UPLOAD


PREVIOUS

SKIP TO NEXT STEP



## PRICES

- ▶ Enter the minimum and maximum price for your attraction.
- ▶ If your rates vary per the season or there are certain condition guests should know, please write this in the comments section (25 words max).

 Prices

Required

☐ Do not specify

☒ What's the entry cost to this attraction?

From

\$

15

To


\$

15

Comments on these prices

Entry to the Coorong National Park is free.  
Camping/overnight charges apply, max 8 people/site and one vehicle. Suitable for tents, trailers & caravans.

☐ Customers can experience this attraction for free

 Children prices

Optional

☐ Children have different prices

PREVIOUS

SKIP TO NEXT STEP

## OPENING HOURS

Enter the specific open hours for your attraction here.

Opening hours

☐ Do not specify

☒ My attraction has specific opening hours

☐ My attraction has different opening hours during different periods

☐ My attraction is accessible at all times

Opening hours 1

On

Select Option

Open at

Closes at

☐ My attraction is closed this day

[Add another day.](#)

Public Holidays and Closures

Optional

☒ Do not specify

☐ Single day closure

☐ Multiple day closure


PREVIOUS

NEXT STEP

If your business has different operating hours on different days, please click "add another day". Repeat this process for public holidays if necessary.



## MAP

Here you can upload a map that people can download and use to find your attraction.

 Upload map

Optional

You've reached the maximum of files allowed


 [coorong-national-park-42-mile-crossing-campground-map.pdf](#) 

PREVIOUS

SKIP TO NEXT STEP

## INTERNET ACCESS

In this section please add any internet access you may have.

 Internet access

Optional

What kind of internet access is available for your customers?

☐ Broadband Internet Access

☐ Free Wifi


☐ Paid Wifi

PREVIOUS

SKIP TO NEXT STEP

## FACILITIES

In this section, you can add any facilities available on the property for any of your guests you may have.

 Facilities Optional

Please select any tour facilities that are available to your guests

☐ Carpark

☐ Family Friendly

☐ Non-Smoking

☐ Pet Friendly - Enquire

☐ Public Toilet


PREVIOUS

SKIP TO NEXT STEP

## ACCESSIBILITY

Please ensure that your selections accurately reflect the level of ability your attraction is equipped to support.

If you click the first option, there will be more options to provide further details on the accessibility you have. Please make sure you have the facilities you tick.

 Accessibility Required

Please select the accessibility of your accommodation

☒ Actively welcomes people with access needs.


☐ Does not cater for people with access needs.

☐ Disabled access available, contact operator for details.




## SOCIAL ACCOUNTS


Add any social media links for your company.


 Social links


Optional


Where can customers find you on social media?


☒  Facebook


☐  Twitter


☐  Apple Store


☐  Flickr


☐  Foursquare

☐  Google+

☐  Google Play

☒  Instagram

☒  Pinterest

☒  Tripadvisor

## LISTING APPROVAL

Once you have finished your listing you must send for review. If you do not send for review your listing will not go live until you do. You have 30 days from when you create your listing to send for review otherwise it expires. If it is a listing you have updated you must send for review every time you do changes.

Once you have submitted your listing or updates, SATC will review your listing. This can take 1 - 3 business days. You will get an automated email when your listing has been approved. Please allow up to 24 hours for your listing to be published on southaustralia.com from the time you receive your approval email.

**SEND FOR REVIEW**

# South Australian Tourism Commission

# CONTACT

For further assistance with your ATDW online listing, please contact the South Australian Tourism Commission.

**Phone**

(08) 7088 0114

**Email**

[onlineservices@sa.gov.au](mailto:onlineservices@sa.gov.au)

