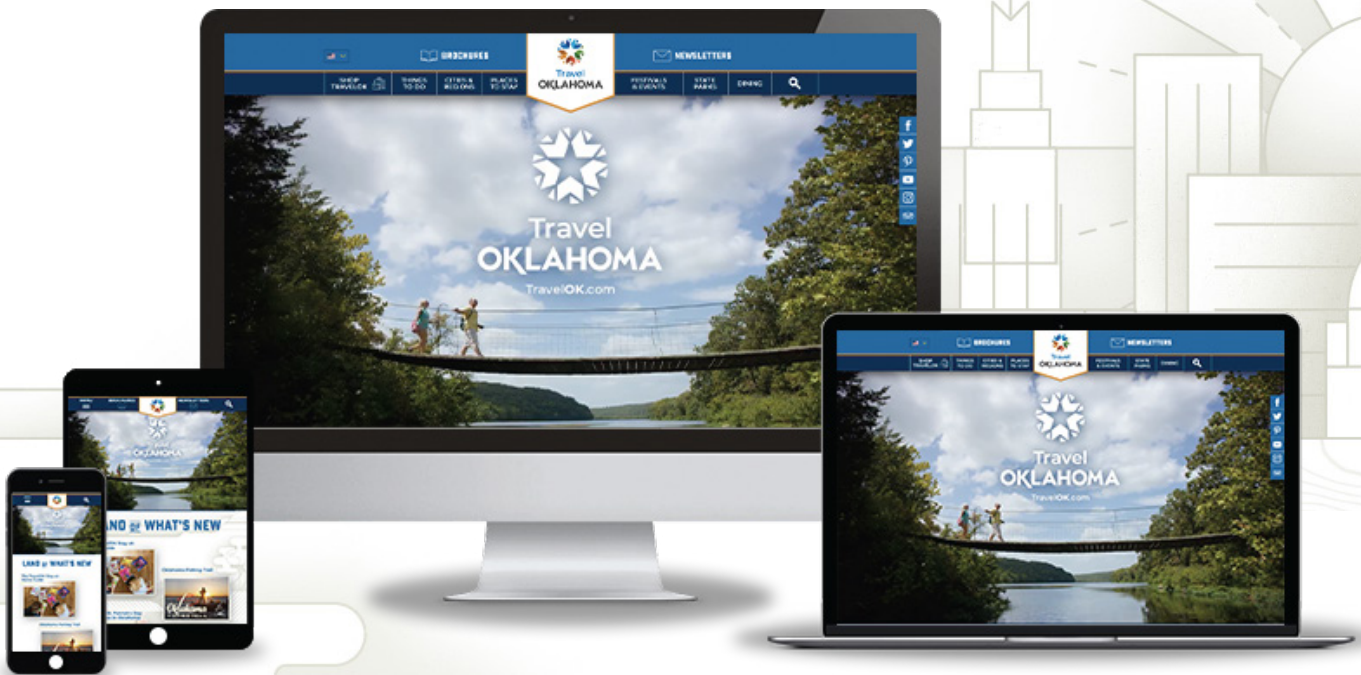




Travel
OKLAHOMA

TRAVELOK.COM DATA ENGINE USER GUIDE

Are you making the most of your free listing on
TravelOK.com? Let us help!



OKLAHOMA
Tourism & Recreation



TRAVELOK.COM LISTING MANAGER GUIDE

USE THIS HANDY GUIDE TO MAKE THE MOST OF YOUR TRAVELOK LISTING PAGE!

TravelOK.com, Oklahoma’s Tourism & Recreation Department official website, is the premier reference site for ways to experience all that Oklahoma has to offer. TravelOK.com users can browse engaging, trip-planning content in a wide variety of ways – whether through their favorite interests, locations they’d like to visit, food they’d like to try and much more. The key to this experience is you, the tourism industry professionals. We hope this TravelOK Listing Manager Guide will help you get the most out of your presence on TravelOK.com. We are here to help, so feel free to contact us with your concerns or questions.

The TravelOK.com Digital Content Team

Adam Jewell, Digital Marketing Director: Adam.Jewell@TravelOK.com

General Information: Update@TravelOK.com

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ACCESSING THE LISTING MANAGER

To access your listing in the TravelOK.com Listing Manager, go to <https://travelok.com/data-engine> and login.

TRAVELOK.COM

INDUSTRY MEMBER SIGN IN

New and returning industry members can find our [New Data Engine Instruction Manual here](#).

Submit

[Forgot password?](#)



Travel
OKLAHOMA
TravelOK.com



REQUESTING YOUR USERNAME

If you need your login credentials, you can click the “Forgot username?” link.

New Data Engine Instruction Manual here.' There are two input fields: 'username' and 'password'. Below the fields are three buttons: a blue 'Submit' button, a yellow oval around the text 'Forgot username?' with a yellow arrow pointing left, and a blue 'Forgot password?' button."/>

TRAVELOK.COM

INDUSTRY MEMBER SIGN IN

New and returning industry members can find our [New Data Engine Instruction Manual here.](#)

 [Forgot username?](#)

After entering your name, email, and listing name, an email will be sent to our content team. After reviewing your request, our content team will reach out to you regarding your login credentials.

TRAVELOK.COM

REQUEST USERNAME

RESETTING YOUR PASSWORD

If you need to reset your password, click the "Forgot Password?" link.

New Data Engine Instruction Manual here.' There are two input fields: 'username' and 'password', followed by a blue 'Submit' button. To the right of the 'password' field is a yellow arrow pointing to a link 'Forgot password?'. Further right is a 'RESET YOUR PASSWORD' section with an 'E-mail' input field, a 'Username' input field, and a blue 'Send password reset email' button. A note below the inputs says 'Please enter your username and email to receive a password reset email.' The 'Forgot password?' link and the 'RESET YOUR PASSWORD' section are circled in yellow."/>

TRAVELOK.COM

INDUSTRY MEMBER SIGN IN

New and returning industry members can find our [New Data Engine Instruction Manual here.](#)

username

password

Submit

[Forgot password?](#)

RESET YOUR PASSWORD

E-mail

Username

Please enter your username and email to receive a password reset email.

Send password reset email

After entering your username and email, click the send password reset email. Once you receive your email, click the "TravelOK password reset page" link within 7 days.

You will then be taken to a screen to update your password. Keep in mind, your password must be more than 8 characters and will be checked against known data breaches for security reasons.

TRAVELOK.COM

RESET YOUR PASSWORD

Password *

Confirm Password *

Between 8 and 255 characters

Passwords match

Password will be checked against known data breaches

Rest Password



For security purposes, passwords should be updated if there is a change in staffing within the organization.

MANAGING YOUR LISTING

After signing in, you will be taken to either the Default Event Info page (for event listings) or the Business Info page (for regular business or attraction Listings).

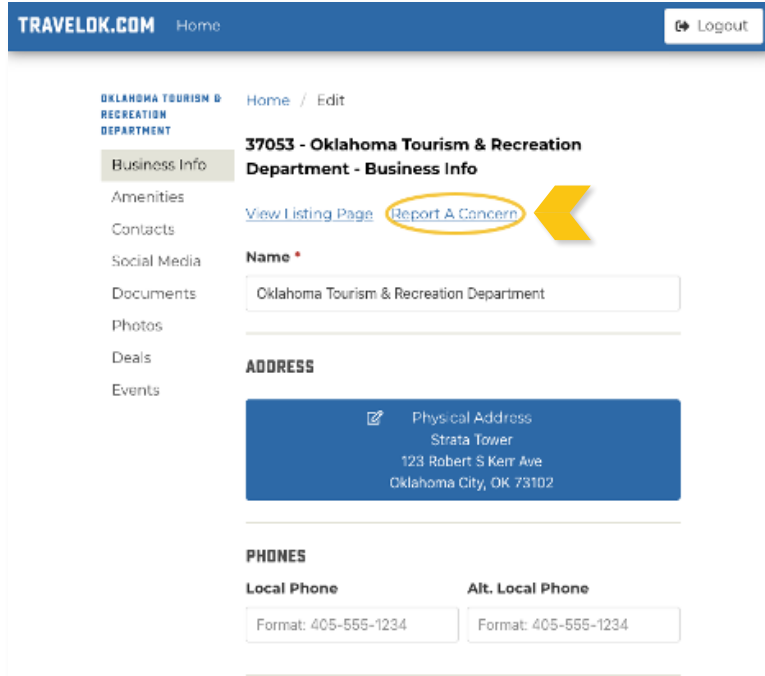
The screenshot shows the 'Business Info' page for '37053 - Oklahoma Tourism & Recreation Department'. The page has a blue header with 'TRAVELOK.COM Home' and a 'Logout' button. A left sidebar lists navigation options: Business Info (highlighted), Amenities, Contacts, Social Media, Documents, Photos, Deals, and Events. The main content area includes a breadcrumb 'Home / Edit', the department name, and links for 'View Listing Page' and 'Report A Concern'. A 'Name' field contains 'Oklahoma Tourism & Recreation Department'. The 'ADDRESS' section features a blue box with a physical address: 'Strata Tower, 123 Robert S Kerr Ave, Oklahoma City, OK 73102'. The 'PHONES' section has two 'Local Phone' fields, both with the placeholder 'Format: 405-555-1234'.

You can also click "View Listing Page" to view the listing page live on TravelOK.com.

This screenshot is identical to the previous one, but with a yellow circle around the 'View Listing Page' link and a yellow arrow pointing to it from the right. The rest of the page content remains the same.

REPORT A CONCERN

If you encounter any difficulties or bugs in the Listing Manager, please reach out to our team by clicking "Report A Concern".



TRAVELOK.COM Home Logout

OKLAHOMA TOURISM & RECREATION DEPARTMENT Home / Edit

37053 - Oklahoma Tourism & Recreation Department - Business Info

Business Info (highlighted)
Amenities
Contacts
Social Media
Documents
Photos
Deals
Events

[View Listing Page](#) **Report A Concern** (circled in yellow)

Name *
Oklahoma Tourism & Recreation Department

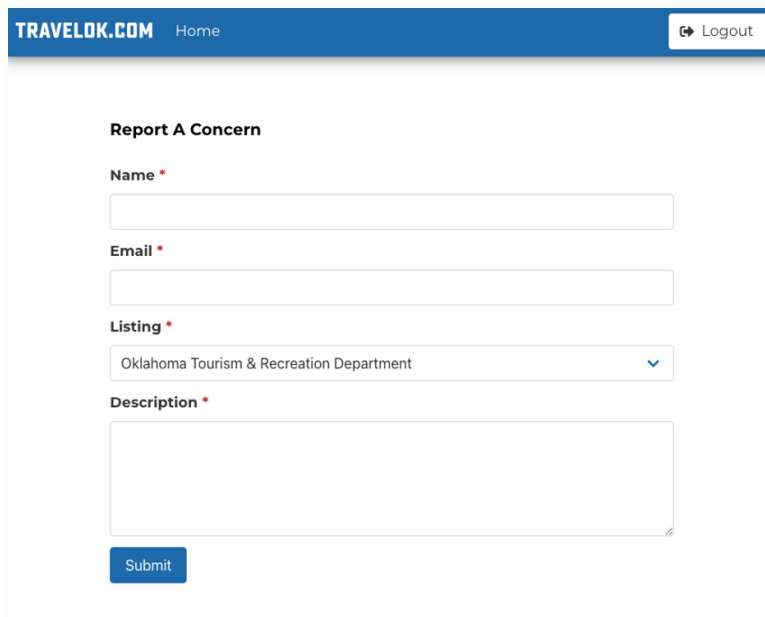
ADDRESS

Physical Address
Strata Tower
123 Robert S Kerr Ave
Oklahoma City, OK 73102

PHONES

Local Phone **Alt. Local Phone**
Format: 405-555-1234 Format: 405-555-1234

Enter the requested information on the following page and click Submit.



TRAVELOK.COM Home Logout

Report A Concern

Name *

Email *

Listing *
Oklahoma Tourism & Recreation Department

Description *

Submit

Our team will review your message and respond as soon as possible.

UPDATING YOUR LISTING

Changes made to your listing do NOT automatically appear live on the site. All changes by industry members are submitted to an approval queue to ensure consistency of formatting and style on TravelOK.com. Changes are often approved within a few days but can occasionally take 2-3 weeks.

If you have a time-sensitive question or request, please email Update@TravelOK.com.

Changes made to each page in the Listing Manager will not be submitted for review until the save button at the bottom of the page is clicked.

BUSINESS INFORMATION

This page contains the basic listing information that is displayed on TravelOK.com such as:

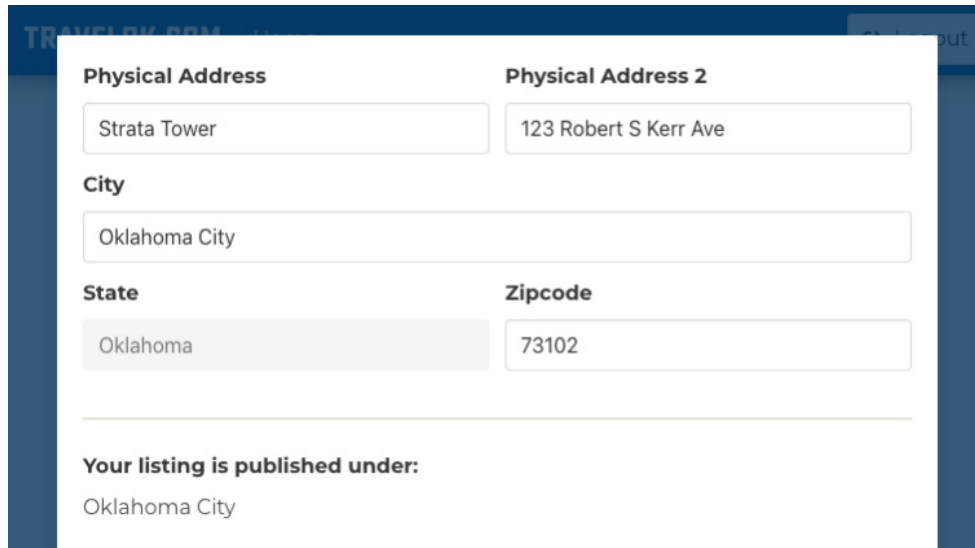
- Business/Event Name
- Street Address
- Phone Numbers
- Email Addresses
- Official Websites
- Description
- Pricing Information
- Hours of Operation

UPDATING ADDRESS

To update your Listing's address, click on the Physical Address button.

The screenshot shows the TravelOK.com interface for editing a listing. The header includes 'TRAVELOK.COM Home' and a 'Logout' button. The listing is for 'OKLAHOMA TOURISM & RECREATION DEPARTMENT'. The 'Business Info' tab is selected. The 'ADDRESS' section is highlighted with a yellow oval, and a yellow arrow points to the 'Physical Address' button. The address details are: Strata Tower, 123 Robert S Kerr Ave, Oklahoma City, OK 73102. Below the address section, there are 'PHONES' fields for 'Local Phone' and 'Alt. Local Phone', both with a format of 405-555-1234.

Next, you will need to fill in the address fields. Physical Address may contain either the building name (e.g. Strata Tower) or your street address. Physical Address 2 may contain either your street address or your apt/suite.

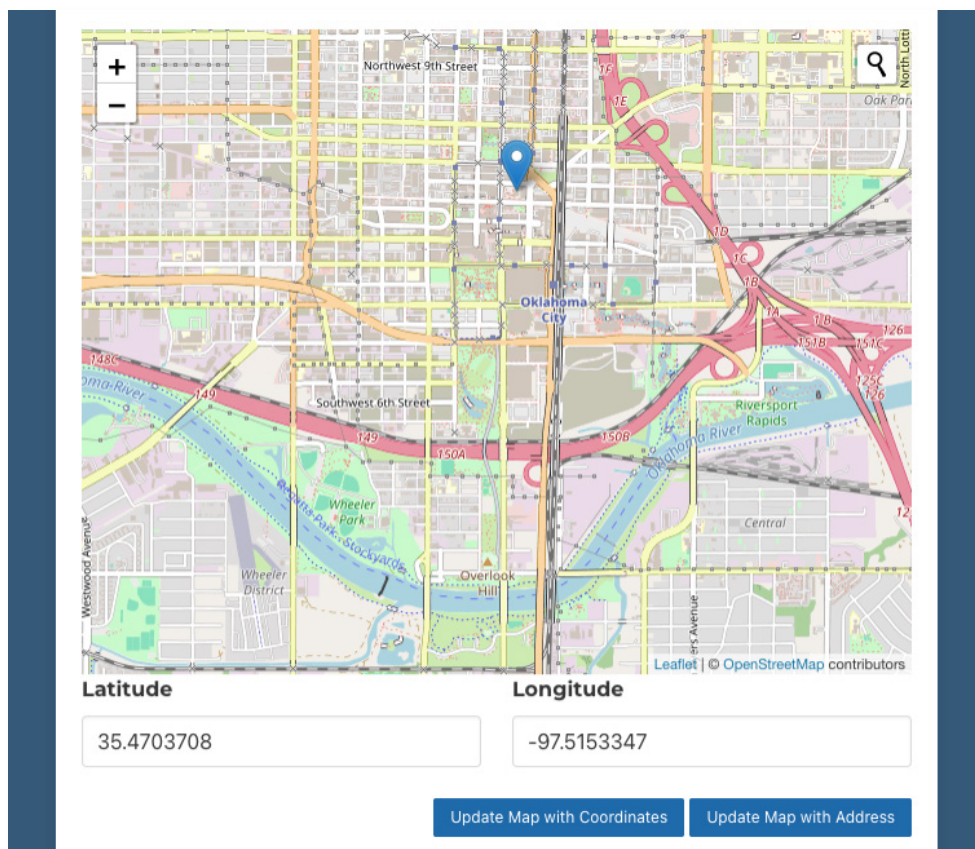


The screenshot shows a form with the following fields and values:

Physical Address	Physical Address 2
Strata Tower	123 Robert S Kerr Ave
City	
Oklahoma City	
State	Zipcode
Oklahoma	73102

Below the form, it states: "Your listing is published under: Oklahoma City"

Next, click the Update Map with Address button and the map marker should appear at your location while latitude and longitude numbers will be automatically generated. (Note: if you have specific latitude and longitude numbers you'd like to enter, you can do so in the relevant fields and then click on the "Update Map with Coordinates button.) If you need to adjust the map marker placement, you can do so manually by clicking and dragging.



The screenshot shows a map of Oklahoma City with a blue location pin. Below the map are two input fields for coordinates:

Latitude	Longitude
35.4703708	-97.5153347

At the bottom of the interface are two buttons: "Update Map with Coordinates" and "Update Map with Address".

Optionally, you can include written directions and select any highways that are no more than 5 miles from your listing's location.

The screenshot shows a form titled "Directions" with a large text input field. Below the field is a section titled "HIGHWAYS (WITHIN 5 MI.)" containing a table of highway options. At the bottom left is a blue "Save" button, and at the bottom right is a "CLOSE X" button.

HIGHWAYS (WITHIN 5 MI.)	
I-35	I-40
I-44	Route 66
US-183	US-270
US-412	US-69
US-75	US-81

Once all your changes are entered, remember to click the blue Save button.

This screenshot is identical to the one above, but with a yellow circle around the "Save" button and a yellow arrow pointing to it from the right, indicating that the user should click this button to save their changes.

Important: Clicking the close button without clicking "Save" will close the address information without saving your changes.

HOURS

In this section, you can update hours of operation and add any related notes (such as holiday closures or notifications like "by appointment only").

Day	Open Time	Close Time	24H
Sunday	----	----	<input type="checkbox"/>
Monday	----	----	<input type="checkbox"/>
Tuesday	----	----	<input type="checkbox"/>
Wednesday	----	----	<input type="checkbox"/>
Thursday	----	----	<input type="checkbox"/>
Friday	----	----	<input type="checkbox"/>
Saturday	----	----	<input type="checkbox"/>

To update time, click on the desired time field box for a given day.

Day	Open Time	Close Time	24H
Sunday	----	----	<input type="checkbox"/>
Monday	----	----	<input type="checkbox"/>
Tuesday	----	----	<input type="checkbox"/>
Wednesday	----	----	<input type="checkbox"/>
Thursday	----	----	<input type="checkbox"/>
Friday	----	----	<input type="checkbox"/>
Saturday	----	----	<input type="checkbox"/>

Next, enter the hour.

Day	Open Time	Close Time	24H
Sunday	----	----	<input type="checkbox"/>
Monday	00 AM	----	<input type="checkbox"/>
Tuesday	----	----	<input type="checkbox"/>
Wednesday	----	----	<input type="checkbox"/>
Thursday	----	----	<input type="checkbox"/>
Friday	----	----	<input type="checkbox"/>
Saturday	----	----	<input type="checkbox"/>

Hours Notes

Then, enter the minutes (multiples of 30 minutes only).

HOURS	Open Time	Close Time	24H
Day			
Sunday	----	----	<input type="checkbox"/>
Monday	00 : 00 AM	----	<input type="checkbox"/>
Tuesday	----	----	<input type="checkbox"/>
Wednesday	----	----	<input type="checkbox"/>
Thursday	----	----	<input type="checkbox"/>
Friday	----	----	<input type="checkbox"/>
Saturday	----	----	<input type="checkbox"/>

Finally, enter either AM or PM.

HOURS	Open Time	Close Time	24H
Day			
Sunday	----	----	<input type="checkbox"/>
Monday	00 : 00 AM	----	<input type="checkbox"/>
Tuesday	----	----	<input type="checkbox"/>
Wednesday	----	----	<input type="checkbox"/>
Thursday	----	----	<input type="checkbox"/>
Friday	----	----	<input type="checkbox"/>
Saturday	----	----	<input type="checkbox"/>

Repeat this process for your weekly hours. If your business is open for 24 hours in a day, check the 24H box on the right.


Day	Open Time	Close Time	24H
Sunday	----	----	<input checked="" type="checkbox"/>
Monday	----	----	<input type="checkbox"/>
Tuesday	----	----	<input type="checkbox"/>
Wednesday	----	----	<input type="checkbox"/>
Thursday	----	----	<input type="checkbox"/>
Friday	----	----	<input type="checkbox"/>
Saturday	----	----	<input type="checkbox"/>


Once all your changes are complete, click the save button at the bottom of the page.

TRAVELOK.COM Home Logout

Hours Notes

lines: 1 words: 0 / 11

 Save

@2026 Oklahoma Tourism & Recreation Department

AMENITIES

The list of amenities will vary based on the type of listing you have. For example, the amenities available for a restaurant will differ from those for a golf course.

To add an Amenity to your Listing, simply click the one you want to add. After adding the amenity, a checkmark should appear.

TRAVELOK.COM Home Logout

OKLAHOMA TOURISM & RECREATION DEPARTMENT Home / Edit

37053 - Oklahoma Tourism & Recreation Department - Amenities

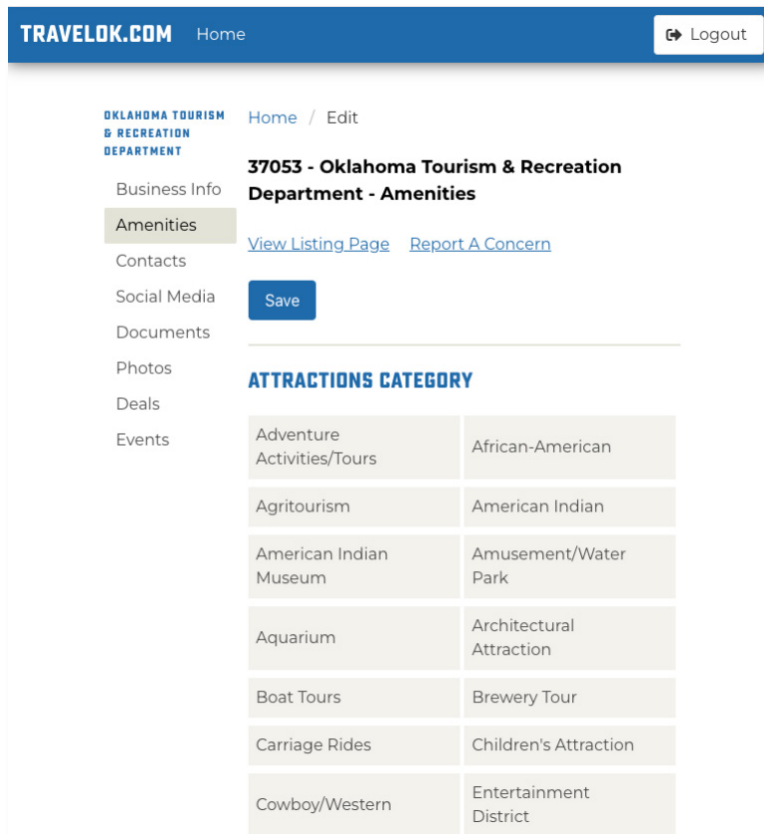
[View Listing Page](#) [Report A Concern](#)

Save

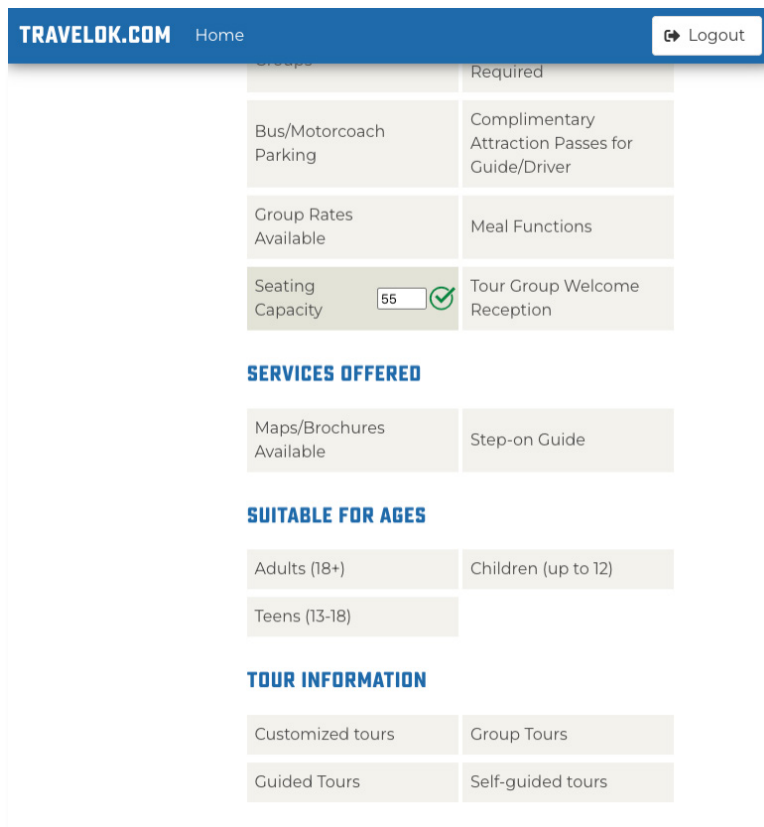
ATTRACTIONS CATEGORY

Adventure Activities/Tours <input checked="" type="checkbox"/>	African-American
Agritourism	American Indian
American Indian Museum	Amusement/Water Park
Aquarium	Architectural Attraction
Boat Tours	Brewery Tour
Carriage Rides	Children's Attraction
Cowboy/Western	Entertainment District

To remove an amenity, simply click the Amenity again and the checkmark will disappear.



If the amenity requires more information, such as Seating Capacity, simply type in the relevant information and the amenity will be added.



Once you are done with your changes, click the blue “Save” button at the top or bottom of the page.

The screenshot displays the TRAVELOK.COM website interface. At the top, there is a blue navigation bar with the logo "TRAVELOK.COM" and a "Home" link on the left, and a "Logout" button on the right. Below the navigation bar, there are two filter buttons: "Maps/Brochures Available" and "Step-on Guide".

The next section is titled "SUITABLE FOR AGES" in blue. It contains three filter buttons: "Adults (18+)", "Children (up to 12)", and "Teens (13-18)".

The following section is titled "TOUR INFORMATION" in blue. It contains four filter buttons: "Customized tours", "Group Tours", "Guided Tours", and "Self-guided tours".

Below these sections, a yellow arrow points to a blue "Save" button, which is highlighted with a yellow circle.

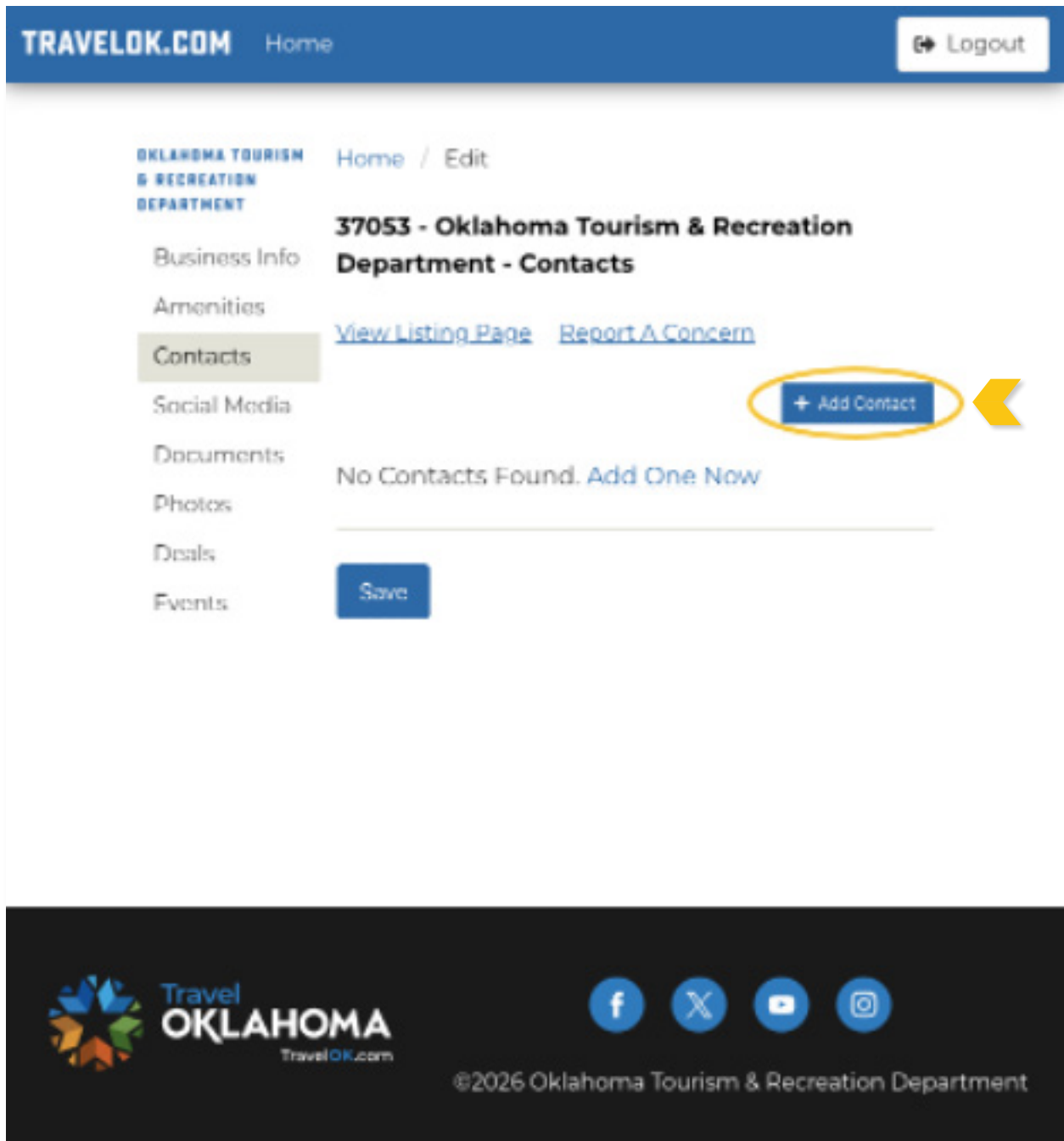
The footer of the page is dark and contains the "Travel OKLAHOMA" logo with the website "TravelOK.com" below it. To the right of the logo are four social media icons: Facebook, X, YouTube, and Instagram. At the bottom right of the footer, it says "©2026 Oklahoma Tourism & Recreation Department".

CONTACTS

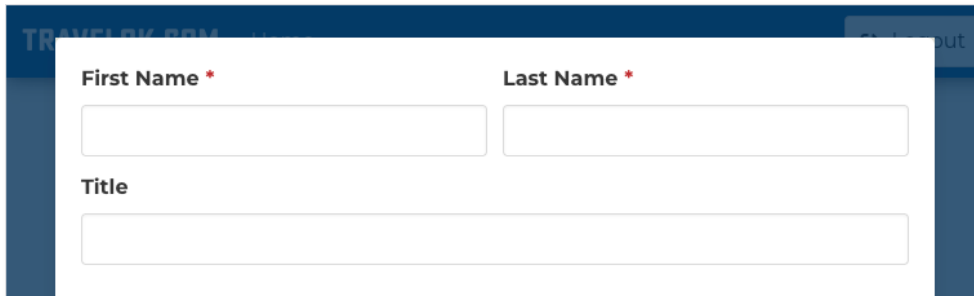
Contacts refer to the person/people who can be contacted by us at OTRD if any questions arise. Most listings have one primary contact for their organization/event, but some may have more. For any contacts, please include email addresses, phone numbers, and how you would like to be contacted. Email is preferred. To add an Amenity to your Listing, simply click the one you want to add. After adding the amenity, a checkmark should appear.

Please Note: The information included in this section will not be displayed publicly. This information is only for internal use.

To add a new contact, click the “Add Contact” button in the top right.

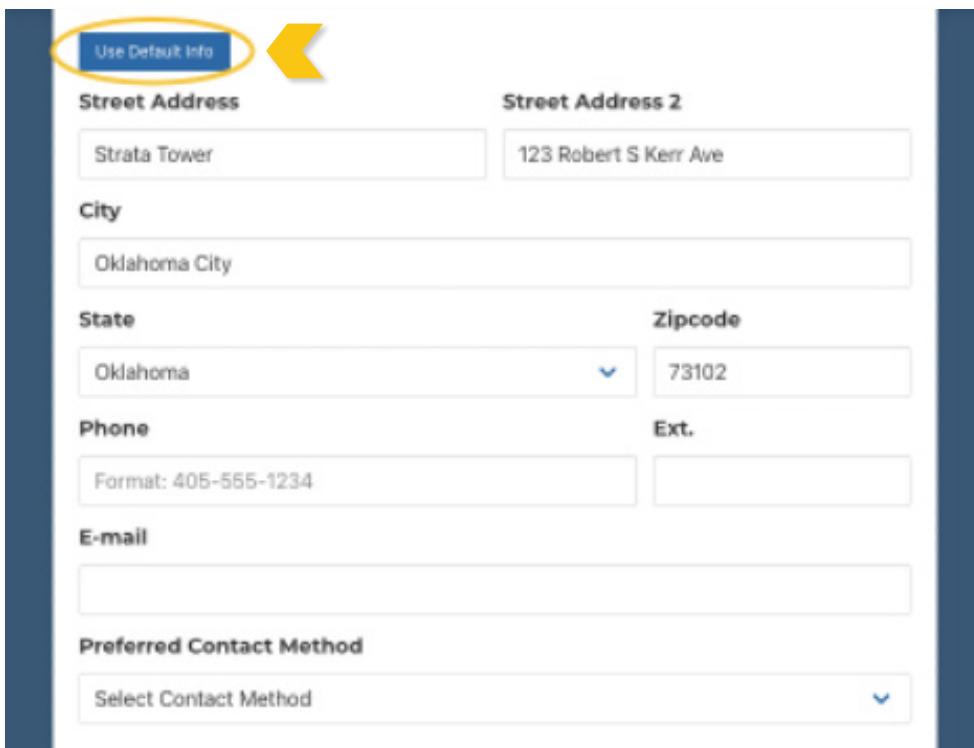


First, enter the contact's first name, last name, and title.



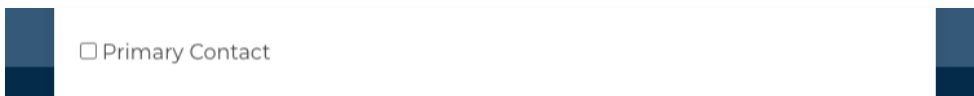
A form with three input fields. The first two are labeled "First Name *" and "Last Name *". The third is labeled "Title".

Next, you can enter in each contact's address and information. If the contact is located at the same address as the listing, you can press the Use Default Info button to copy the address from the Listing.



A form with several input fields and a dropdown menu. A blue button labeled "Use Default Info" with a yellow arrow pointing left is highlighted. The fields are: "Street Address" (Strata Tower), "Street Address 2" (123 Robert S Kerr Ave), "City" (Oklahoma City), "State" (Oklahoma), "Zipcode" (73102), "Phone" (Format: 405-555-1234), "Ext.", "E-mail", and "Preferred Contact Method" (Select Contact Method).

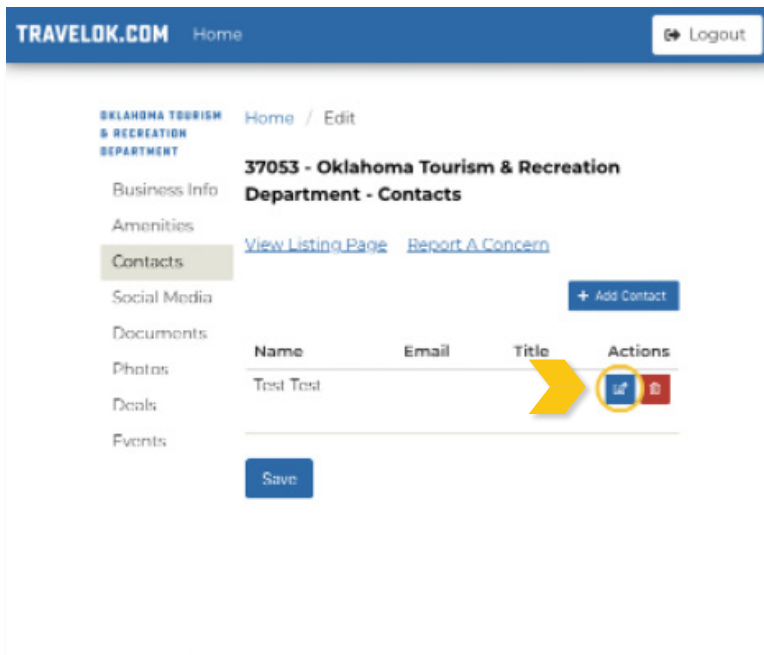
Finally, you can designate a contact as the Primary Contact to let us know who to reach out to first. If there is only one contact, that person will be the primary contact by default.



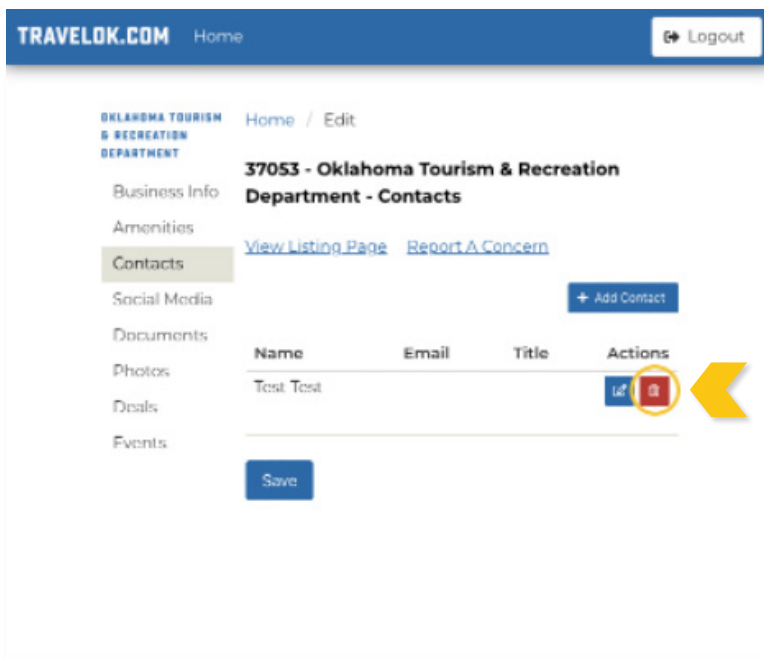
A form with a checkbox labeled "Primary Contact".

Once you are finished, click the blue "Save" button.

If you need to change the information on an existing contact, you can press the blue "Edit" button.



It is important to keep your list of contacts updated in the event of personnel turnover. To remove a contact, press the delete button on the same line as the contact. You will then be prompted with a confirmation box verifying the deletion. Press "Delete" to confirm or "Cancel" to keep the contact.



Once your changes to Contacts are complete, make sure to click the blue "Save" button at the bottom of the page.



TRAVELOK.COM Home Logout


OKLAHOMA TOURISM & RECREATION DEPARTMENT Home / Edit


37053 - Oklahoma Tourism & Recreation Department - Contacts





[View Listing Page](#) [Report A Concern](#)

Contacts + Add Contact

Name	Email	Title	Actions
Test Test			 

Save 

 **Travel OKLAHOMA**
TravelOK.com

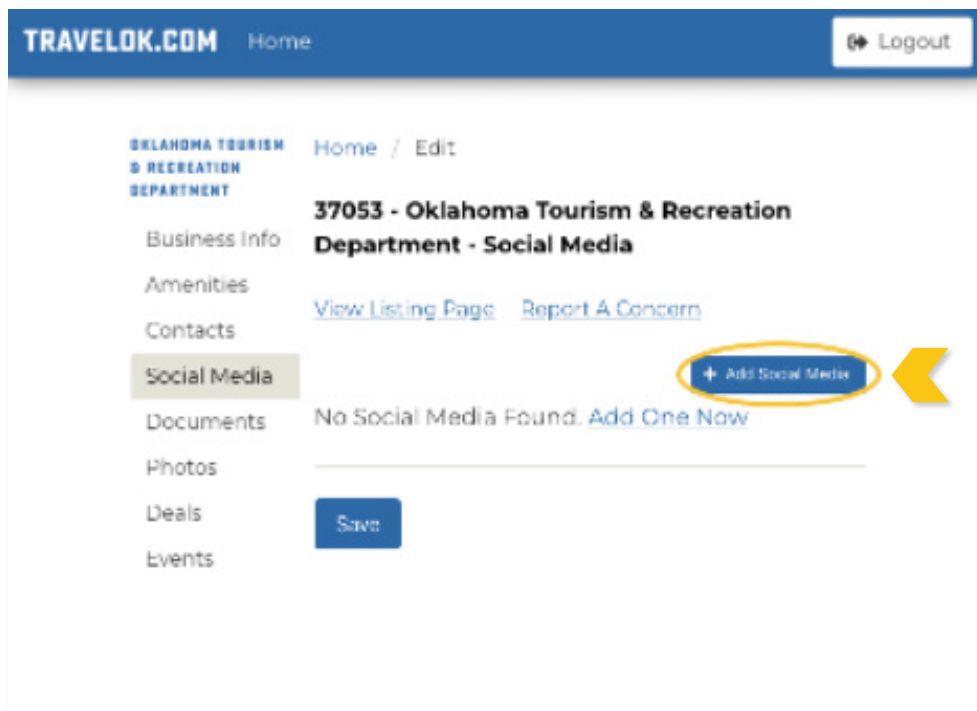
   

©2026 Oklahoma Tourism & Recreation Department

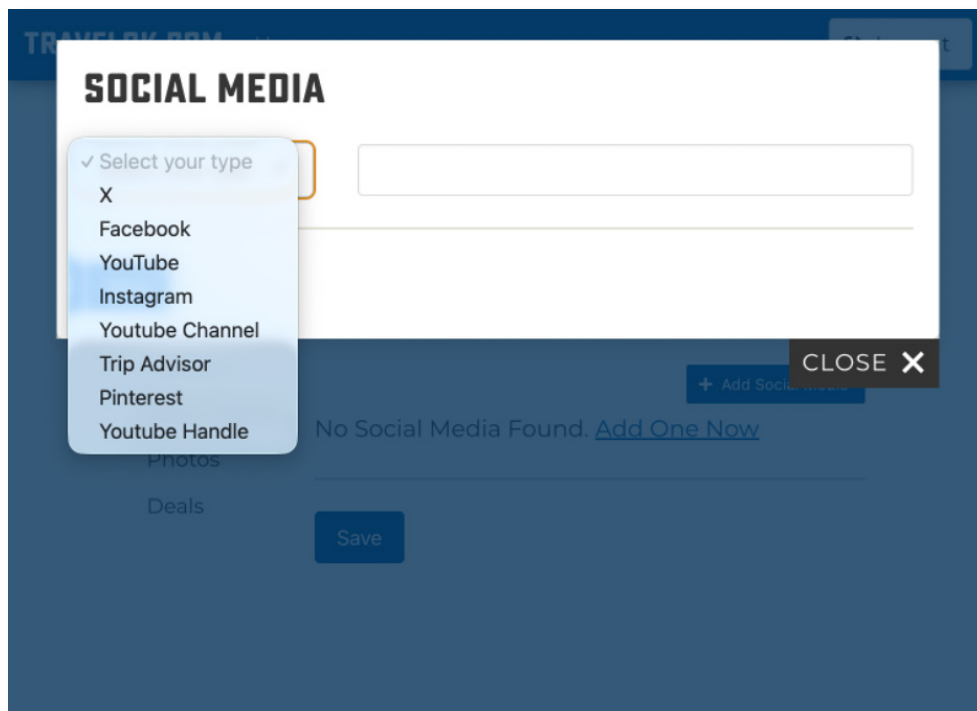
SOCIAL MEDIA

This section allows you to include links to your official social media accounts.

To add a new social media link, press the Add Social Media button on the right.



From here, select the type of social media from the drop-down menu.



Use the field to the right to enter the section of the link after the domain provided. Remember to click the blue "Save" button when you're finished.

SOCIAL MEDIA

Facebook

Save

CONTACTS

SOCIAL MEDIA

PHOTOS

DEALS

Save

CLOSE X

Once you have added a social media link, you can click the URL to verify that the link is correct.

TRAVELOK.COM Home Logout

OKLAHOMA TOURISM & RECREATION DEPARTMENT

Home / Edit

37053 - Oklahoma Tourism & Recreation Department - Social Media

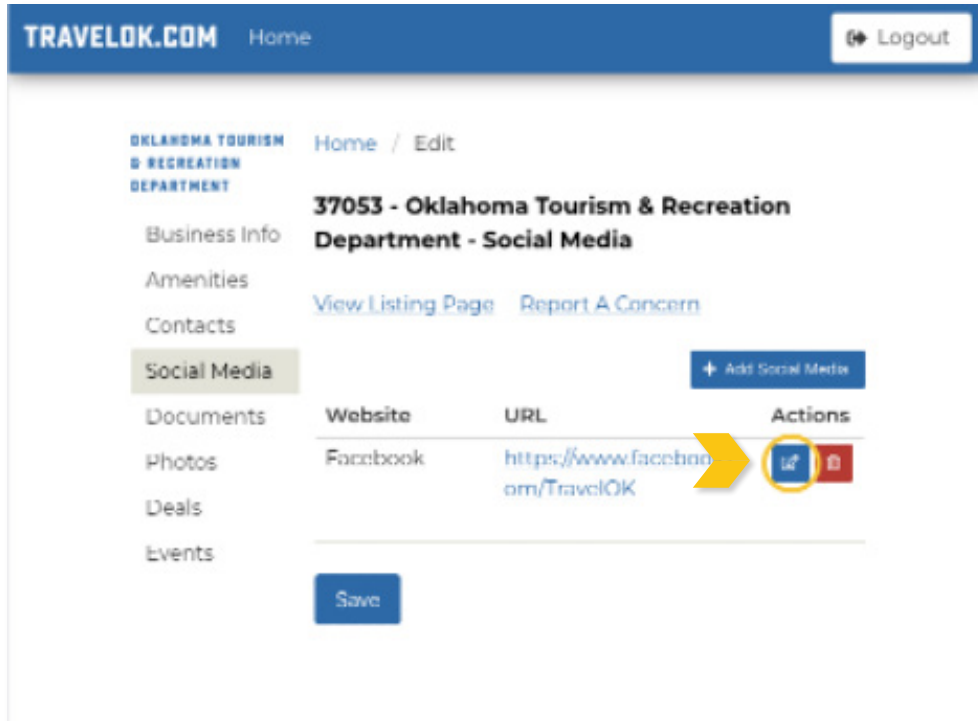
[View Listing Page](#) [Report A Concern](#)

[+ Add Social Media](#)

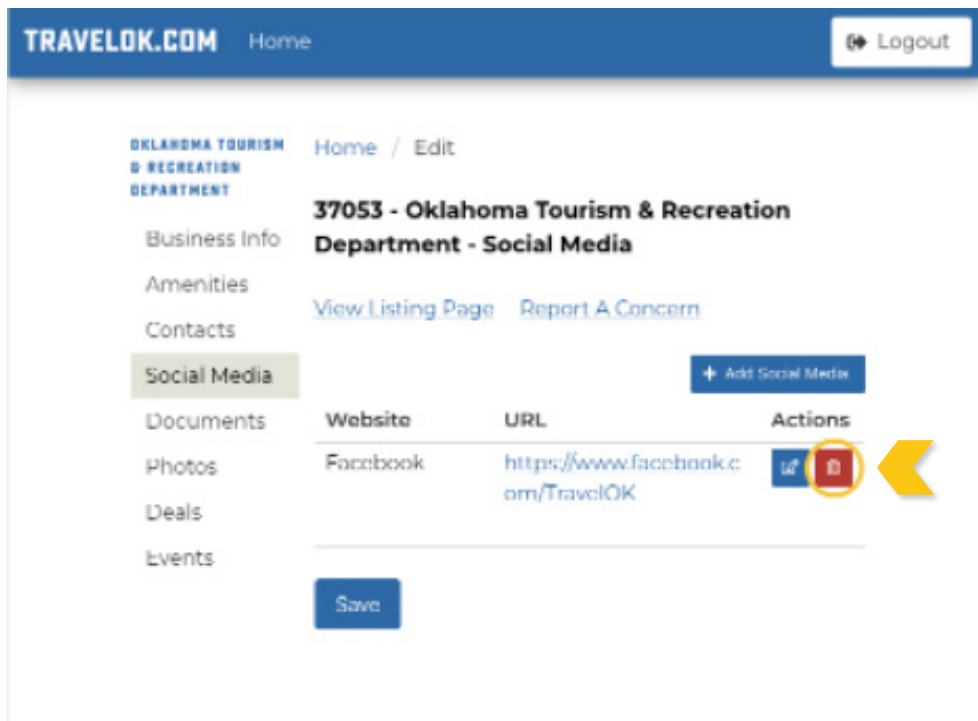
Website	URL	Actions
Facebook	https://www.facebook.com/travelok	Edit Delete

Save

If you need to edit a social media link, press the edit button.



If you need to remove a social media link, press the delete button.



Once you are done updating social media, click the blue "Save" button at the bottom of the page.



The screenshot shows the TRAVELOK.COM website interface. At the top, there is a blue header with the logo and 'Home' text, and a 'Logout' button. The main content area is titled '37053 - Oklahoma Tourism & Recreation Department - Social Media'. On the left, there is a sidebar menu with options: Business Info, Amenities, Contacts, Social Media (highlighted), Documents, Photos, Deals, and Events. The main content area includes a 'Home / Edit' breadcrumb, a 'View Listing Page' and 'Report A Concern' link, and a table of social media links. The table has columns for 'Website', 'URL', and 'Actions'. One entry is for Facebook with the URL 'https://www.facebook.com/TravelOK'. Below the table, a blue 'Save' button is circled in yellow with a yellow arrow pointing to it. At the bottom, there is a dark footer with the 'Travel OKLAHOMA' logo, social media icons for Facebook, X, YouTube, and Instagram, and the copyright text '©2026 Oklahoma Tourism & Recreation Department'.


TRAVELOK.COM Home Logout


OKLAHOMA TOURISM & RECREATION DEPARTMENT Home / Edit





37053 - Oklahoma Tourism & Recreation Department - Social Media

Business Info
Amenities
Contacts
Social Media + Add Social Media
Documents
Photos
Deals
Events

Website	URL	Actions
Facebook	https://www.facebook.com/TravelOK	 

Save 

 Travel OKLAHOMA
TravelOK.com

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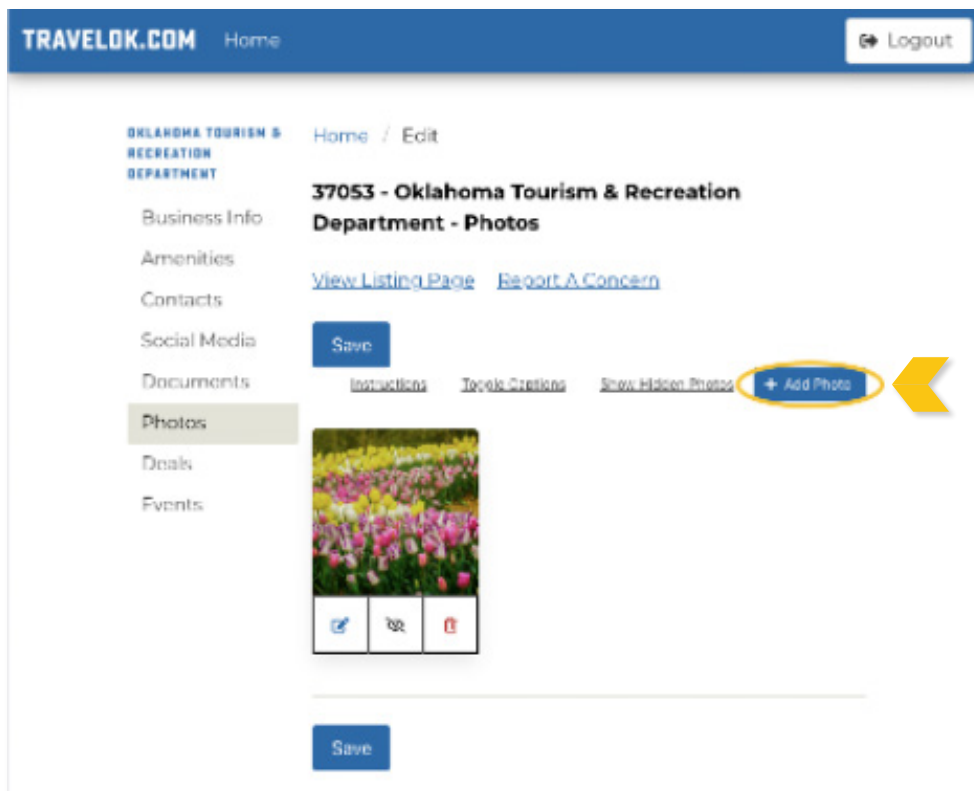
PHOTOS

This section allows you to add photos to your listing. We encourage you to upload clear, landscape-oriented photos that give a good sense of what visitors can experience.

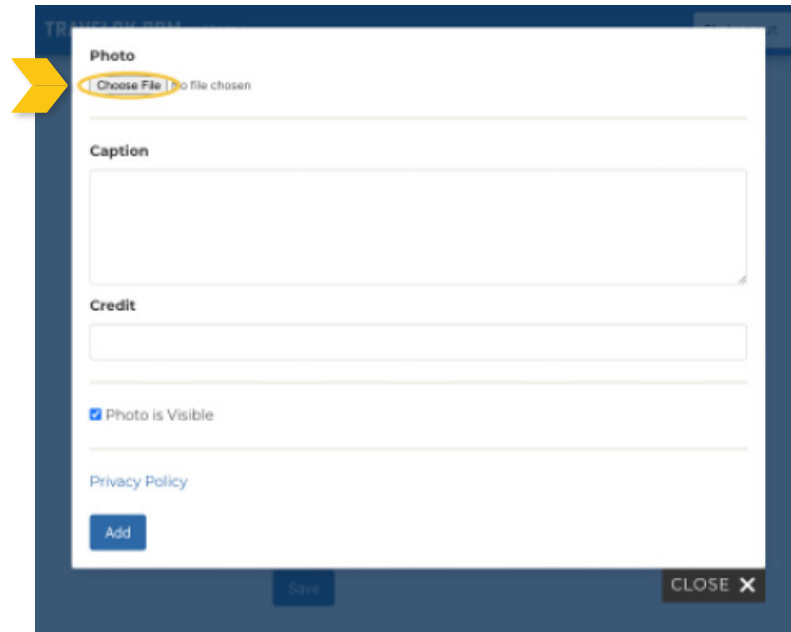
HELPFUL TIPS

- Photos must be in JPG, PNG, or WEBP format and less than 15MB in size.
- Your photo will NOT appear on TravelOK.com until approved by our content team.
- Flyers and graphics are allowed, but please be aware that these images will not always display fully on the site, so information could be cropped out.
- Make sure the "Photo is Visible" box is checked if you want it to display. Uncheck the box if you'd like it to not show but remain associated to your listing.
- The first visible photo in your list will be your primary photo.
- Use the Delete button for photos that should be discarded.
- Captions can be added to provide context.

To add a new photo, click the Add Photo button.

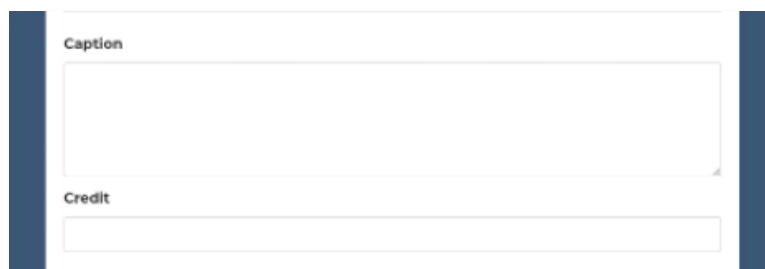


Next, press the Choose File button, navigate to your file and click it.



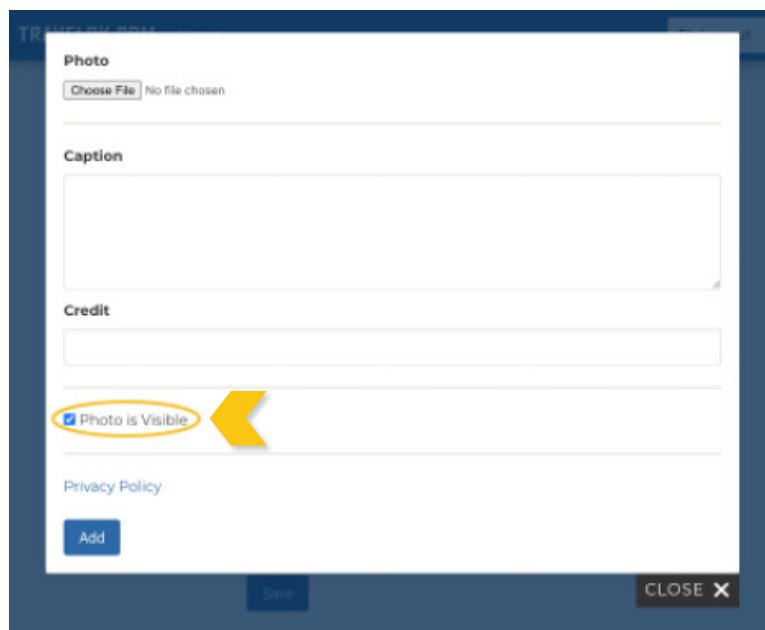
A screenshot of a web form titled "Photo" within a dark blue frame. The form contains several fields: a "Choose File" button with the text "No file chosen" next to it, a "Caption" text area, a "Credit" text area, and a checkbox labeled "Photo is Visible" which is checked. Below these is a "Privacy Policy" link and an "Add" button. At the bottom of the frame are "Save" and "CLOSE X" buttons. A yellow arrow points to the "Choose File" button.

You can enter a written photo caption and photo credit, if desired.



A close-up view of the "Caption" and "Credit" fields from the form. The "Caption" field is a large text area, and the "Credit" field is a smaller text area. Both are currently empty.

Finally, make sure that the "Photo is Visible" button is checked if you would like it to display live.



A screenshot of the same "Photo" form. In this view, the "Photo is Visible" checkbox is highlighted with a yellow circle and a yellow arrow points to it from the right. The "Add" button is visible at the bottom of the form area.

Note: All file uploads are subject to our Privacy Policy which can be found above the Add button.

The screenshot shows a form titled "Photo" with the following fields and options:

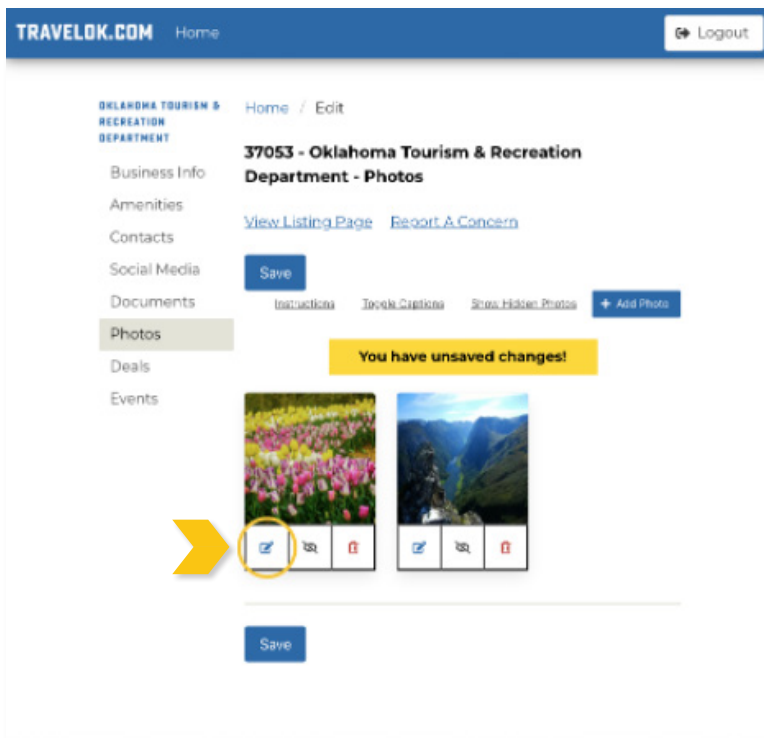
- Photo:** A "Choose File" button followed by the text "No file chosen".
- Caption:** A large empty text area.
- Credit:** A smaller empty text area.
- Photo is Visible:** A checked checkbox.
- Privacy Policy:** A link circled in yellow with a yellow arrow pointing to it.
- Buttons:** "Add" (blue), "Save" (blue), and "CLOSE X" (black).

After clicking the Add button, you will notice a yellow warning that you have unsaved changes. Make sure to click the save button once all your changes are complete.

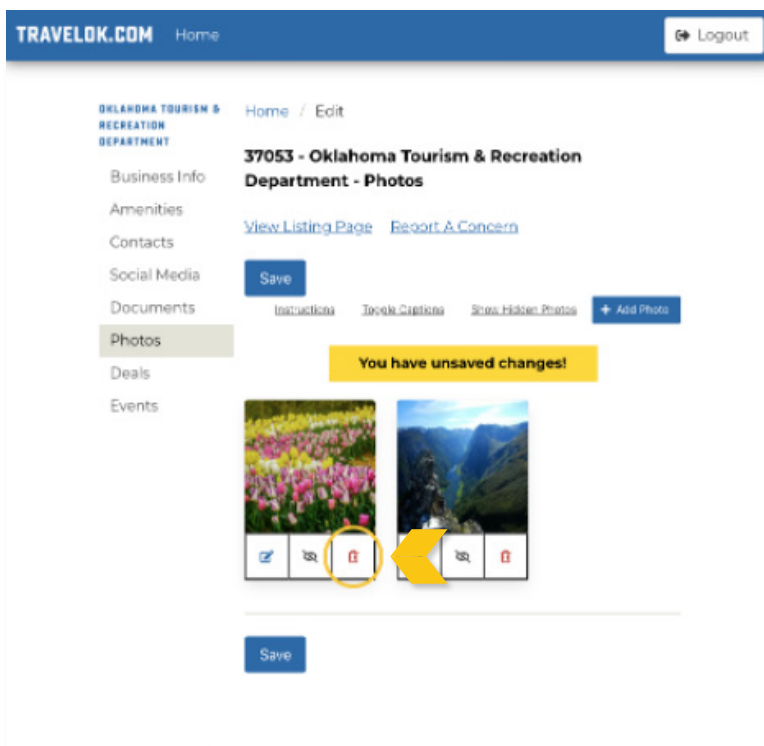
The screenshot shows the "37053 - Oklahoma Tourism & Recreation Department - Photos" page. It features a sidebar with navigation links: Business Info, Amenities, Contacts, Social Media, Documents, Photos (highlighted), Deals, and Events. The main content area includes:

- Navigation: "Home / Edit", "View Listing Page", "Report A Concern", "Instructions", "Toggle Captions", "Show Hidden Photos", and "+ Add Photo".
- Warning: A yellow banner that says "You have unsaved changes!".
- Photos: Two photo thumbnails, each with "Share", "Edit", and "Delete" icons below it.
- Buttons: "Save" (blue) and "Add Photo" (blue).

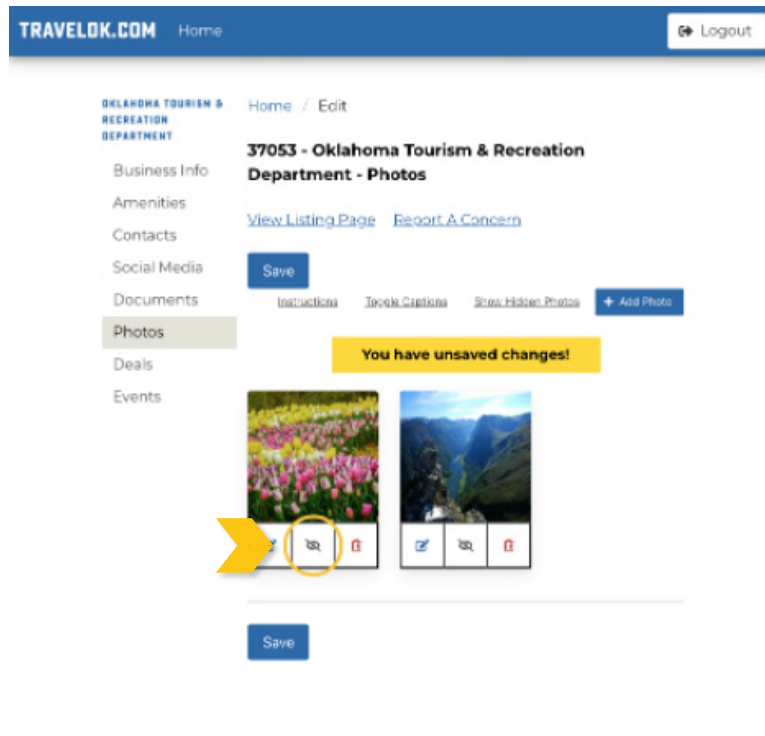
If you want to edit a photo's information, press the Edit button.



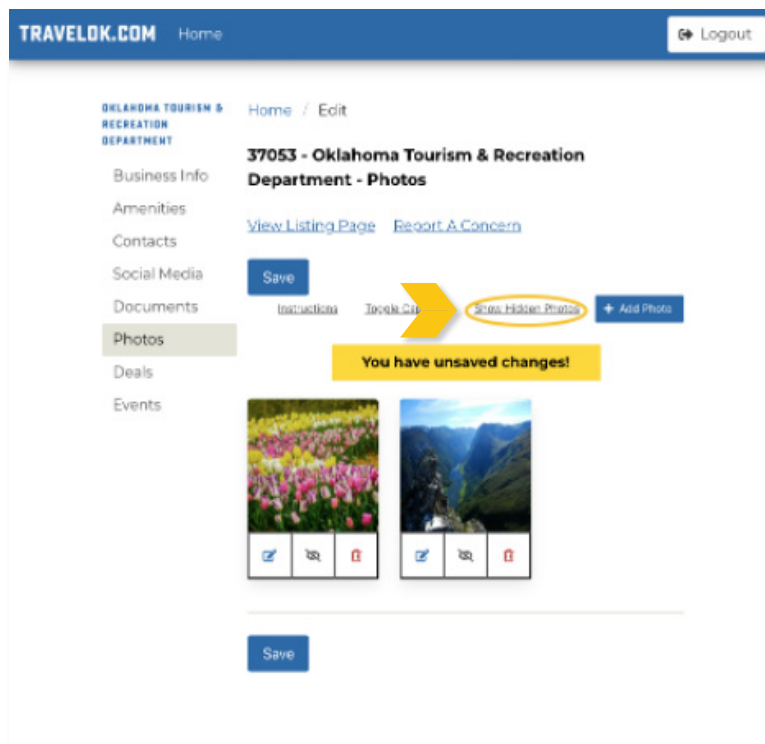
If you want to remove a photo from your Listing, press the red Delete button.



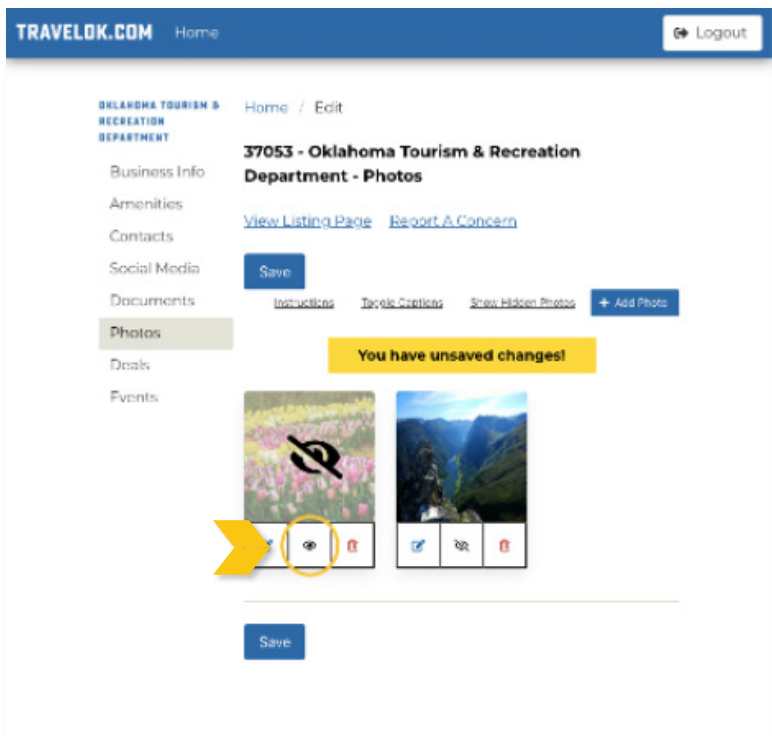
If you want to hide a photo but not remove it from your Listing, press the Hide button.



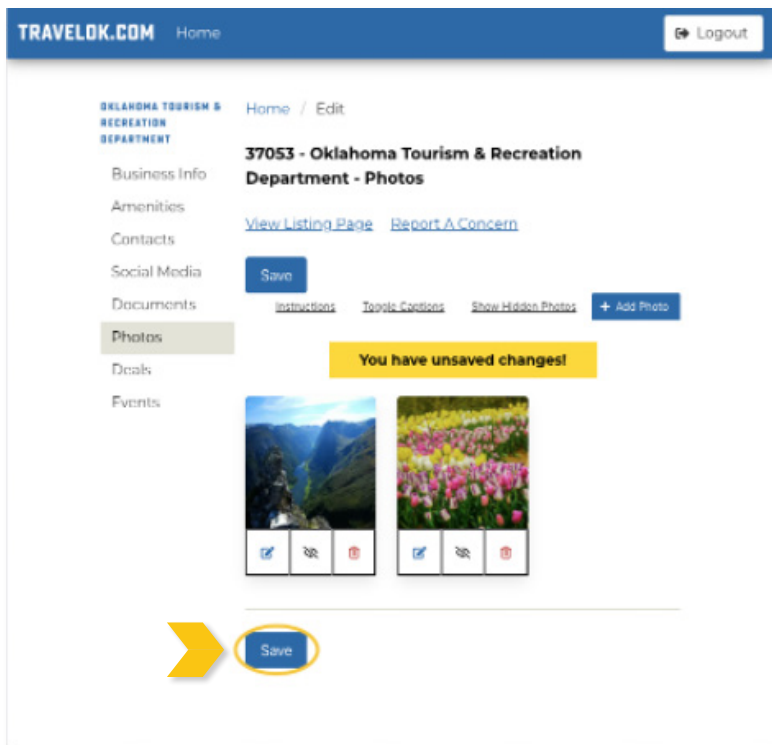
Your Photos page will start out only showing visible photos. If you want to view photos that have been hidden, press the Show Hidden Photos button.



To make a hidden photo visible, press the Show button.



If you need to update the order of your photos, you can drag a photo to the desired position on this page. Once all your changes to contacts are complete, make sure to hit the save button at either the top or the bottom of the page.



DEALS

The Deals section is the place to post coupons and special deals relevant to your listing.

Deals or special offers must include a dollar-off amount, percentage savings amount or a specific 'buy x, get x free' offer. Standing offers like happy hour or "Discount Thursdays" do not qualify.

All deals must have a valid start and end date as well as the dates the deal should be published on TravelOK.com. Include any disclaimers, blackout dates and other conditions and a promo code if necessary. All deals must not have an end date that extends more than one year from the present.

To add a new deal, press the Add Deal button.



Next, add an image by clicking the Add Photo button and selecting one of the images associated with your Listing. (To be clear, you will need to upload the desired image to the Photos section in order to add it to a deal.)

Deal Photo

Add Photo ←

Title *

Description

Disclaimer

Phone **E-mail**

Website **Promo Code**


Valid Start At: Tue Mar 24 2026 **Valid End At: Tue Mar 24 2026**

3/24/2026 3/24/2026

Publish Start At: Tue Mar 24 2026 **Publish End At: Tue Mar 24 2026**

Found 1 photos for Oklahoma Tourism & Recreation Department

Find photos **Search**



Add Photo

Events **Save** **CLOSE X**

Enter a title, description, disclaimer, phone number, email, website, and promo code.

A form with the following fields:

- Title *
- Description
- Disclaimer
- Phone
- E-mail
- Website
- Promo Code

Enter the date range in which the deal will be honored.

Valid Start At: Tue Mar 24 2026 Valid End At: Tue Mar 24 2026

3/24/2026 3/24/2026

Enter the date range in which the deal should appear on TravelOK.com

Publish Start At: Tue Mar 24 2026 Publish End At: Tue Mar 24 2026

3/24/2026 3/24/2026

Enter the type of Deal you want to create

Deal Tags

Coupon	Group
Military	Package
Romance	Senior
Special Offer	

Enter the type of Deal you want to create



Active ⓘ

Save

©2026 Oklahoma Tourism & Recreation CLOSE X



To edit a deal, press the Edit button.

The screenshot shows the TRAVELDK.COM interface. At the top, there is a blue header with 'TRAVELDK.COM' and 'Home' on the left, and a 'Logout' button on the right. Below the header, the page title is '37053 - Oklahoma Tourism & Recreation Department - Deals'. A sidebar on the left lists various categories: Business Info, Amenities, Contacts, Social Media, Documents, Photos, Deals (highlighted), and Events. The main content area features a table with columns: Title, Publish Dates, Valid Dates, and Actions. The first row of the table is 'Free Flowers' with 'Publish Dates' '03-02-2026 - 03-30-2026' and 'Valid Dates' '03-01-2026 - 03-31-2026'. A yellow arrow points to the 'Edit' button (a blue circle with a pencil icon) in the Actions column. There is also a '+ Add Deal' button and a 'Save' button at the bottom.

Title	Publish Dates	Valid Dates	Actions
Free Flowers	03-02-2026 - 03-30-2026	03-01-2026 - 03-31-2026	 

To delete a deal, press the red Delete button.

This screenshot is identical to the one above, showing the 'Edit' page for a deal. However, a yellow arrow now points to the red 'Delete' button (a red circle with a trash can icon) in the Actions column of the table.

Title	Publish Dates	Valid Dates	Actions
Free Flowers	03-02-2026 - 03-30-2026	03-01-2026 - 03-31-2026	 

Finally, make sure to press the Save button at the bottom of the Deals page when you are finished with edits.

The screenshot shows the TRAVELOK.COM website interface. At the top, there is a blue header with 'TRAVELOK.COM Home' on the left and a 'Logout' button on the right. Below the header, the page is divided into a left sidebar and a main content area. The sidebar, under the heading 'OKLAHOMA TOURISM & RECREATION DEPARTMENT', lists several menu items: Business Info, Amenities, Contacts, Social Media, Documents, Photos, Deals (which is highlighted with a grey background), and Events. The main content area shows the breadcrumb 'Home / Edit' and the title '37053 - Oklahoma Tourism & Recreation Department - Deals'. Below the title are two links: 'View Listing Page' and 'Report A Concern'. To the right of these links is a blue button labeled '+ Add Deal'. A table with four columns is displayed: 'Title', 'Publish Dates', 'Valid Dates', and 'Actions'. The table contains one row with the following data: Title: 'Free Flowers', Publish Dates: '03-02-2026 - 03-30-2026', Valid Dates: '03-01-2026 - 03-31-2026', and Actions: two icons, one blue and one red. Below the table, a blue 'Save' button is circled in yellow, with a yellow arrow pointing to it from the right. At the bottom of the page, there is a dark footer containing the 'Travel OKLAHOMA' logo, social media icons for Facebook, X, YouTube, and Instagram, and the copyright notice '©2026 Oklahoma Tourism & Recreation Department'.

EVENT OCCURRENCES

If you manage an event listing (as opposed to a business or attraction), your listing manager will look just a little different. You will see an "Event Occurrences" tab on the left side. This page will list all the Event Occurrences that have appeared on TravelOK.com up to the present.

If you'd like to submit an event for consideration in the general event list, please use our event submission form here: <https://www.TravelOK.com/event-form>

To edit an existing event, either press the edit button or the name of the event



TRAVELOK.COM Home Logout



OKLAHOMA TOURISM & RECREATION DEPARTMENT Home / Events


37053 - Oklahoma Tourism & Recreation Department - Event Occurrences





Default Event Info

Event Occurrences [View Listing Page](#) [Report A Concern](#) [+ Add Event](#)

	Name	Duration	Actions
	Test Meet and Great	03-25-2026	 

1-1/1  

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To add a new occurrence, press the Add Event button.

TRAVELOK.COM Home Logout


OKLAHOMA TOURISM & RECREATION DEPARTMENT Home / Events

37053 - Oklahoma Tourism & Recreation Department - Event Occurrences

Default Event Info



Event Occurrences [View Listing Page](#) [Report A Concern](#) **+ Add Event** 

Amenities


Name	Duration	Actions
Test Meet and Great	03-25-2026	





Contacts

Social Media

Photos 1-1/1  

Deals

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EVENT BUSINESS INFORMATION

This page behaves just like the Listing Business Info page with a few differences:

When creating an Event Occurrence, the following fields are automatically populated based off the Listing Default Info.


- › Name
- › Address
- › Published City
- › Highways
- › Phone
- › Email
- › Websites
- › Description
- › Hours
- › Hours Notes
- › Amenities
- › Contacts

HOURS

In this section, you can edit your Event's hours of operation as well as add any notes about your hours.

Day	Open Time	Close Time	24H
Sunday	----	----	<input type="checkbox"/>
Monday	----	----	<input type="checkbox"/>
Tuesday	----	----	<input type="checkbox"/>
Wednesday	----	----	<input type="checkbox"/>
Thursday	----	----	<input type="checkbox"/>
Friday	----	----	<input type="checkbox"/>
Saturday	----	----	<input type="checkbox"/>

To update time, click on the correct box for that day.

Day	Open Time	Close Time	24H
Sunday	 <input type="text"/>	----	<input type="checkbox"/>
Monday	----	----	<input type="checkbox"/>
Tuesday	----	----	<input type="checkbox"/>
Wednesday	----	----	<input type="checkbox"/>
Thursday	----	----	<input type="checkbox"/>
Friday	----	----	<input type="checkbox"/>
Saturday	----	----	<input type="checkbox"/>

Next, enter the hour.

Day	Open Time	Close Time	24H
Sunday	----	----	<input type="checkbox"/>
Monday	00 AM	----	<input type="checkbox"/>
Tuesday	----	----	<input type="checkbox"/>
Wednesday	----	----	<input type="checkbox"/>
Thursday	----	----	<input type="checkbox"/>
Friday	----	----	<input type="checkbox"/>
Saturday	----	----	<input type="checkbox"/>

Hours Notes

Enter the minutes (multiples of 30 minutes only).

Day	Open Time	Close Time	24H
Sunday	----	----	<input type="checkbox"/>
Monday	00 : 00 AM	----	<input type="checkbox"/>
Tuesday	----	----	<input type="checkbox"/>
Wednesday	----	----	<input type="checkbox"/>
Thursday	----	----	<input type="checkbox"/>
Friday	----	----	<input type="checkbox"/>
Saturday	----	----	<input type="checkbox"/>

Enter either AM or PM.

Day	Open Time	Close Time	24H
Sunday	----	----	<input type="checkbox"/>
Monday	00 : 00 AM	----	<input type="checkbox"/>
Tuesday	----	----	<input type="checkbox"/>
Wednesday	----	----	<input type="checkbox"/>
Thursday	----	----	<input type="checkbox"/>
Friday	----	----	<input type="checkbox"/>
Saturday	----	----	<input type="checkbox"/>

Repeat this process for your weekly hours. If you are open a full 24 hours in a day, check the 24H box on the right.

Day	Open Time	Close Time	24H
Sunday	----	----	<input checked="" type="checkbox"/>
Monday	----	----	<input type="checkbox"/>
Tuesday	----	----	<input type="checkbox"/>
Wednesday	----	----	<input type="checkbox"/>
Thursday	----	----	<input type="checkbox"/>
Friday	----	----	<input type="checkbox"/>
Saturday	----	----	<input type="checkbox"/>

Once all your changes are complete, click the blue "Save" button at the bottom of the page.

TRAVELOK.COM Home Logout

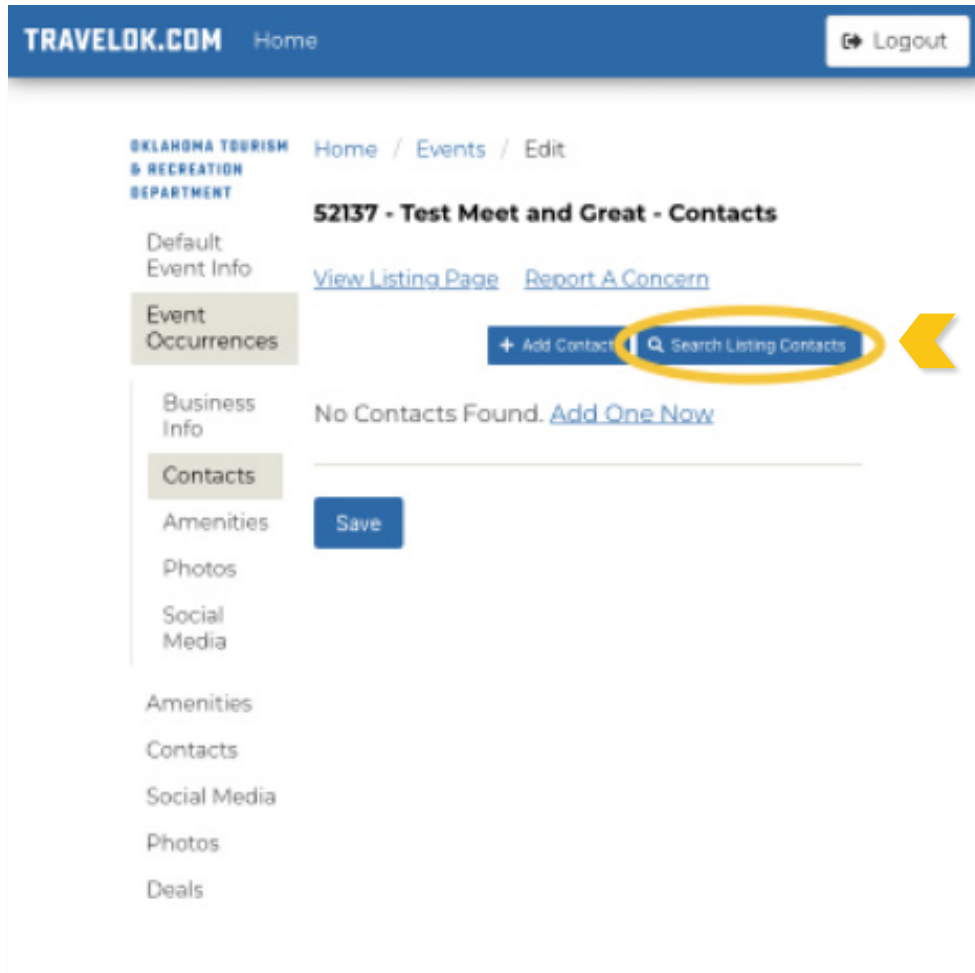
Hours Notes

lines: 1 words: 0 11

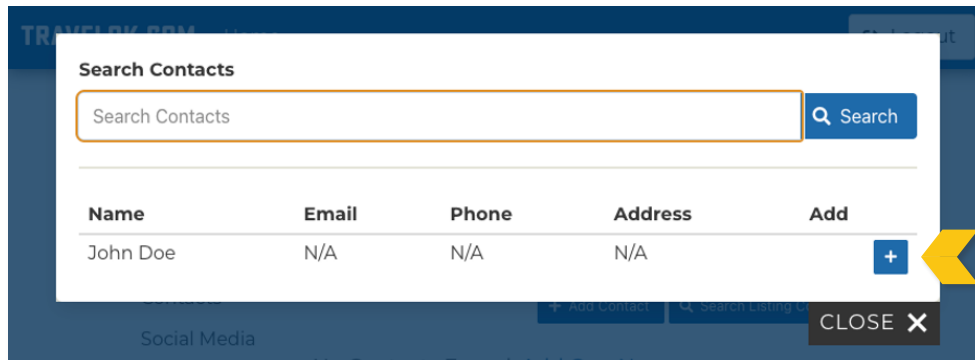
Save ←

CONTACTS

This page behaves just like the Listing Contacts page. In addition to the functionality on that page, you can add a Contact that has already been added to the Listing by pressing the Search Listing Contacts button.



Find the Contact you want to add and press the + button.



YOU'RE FINISHED!

Please keep in mind that all changes will be reviewed before anything shows up live on the site.

We've covered the basic modules of the data engine, and we hope that it will assist you in updating and maintaining your listing details. We look forward to working with you and helping you become an integral part in the Oklahoma tourism industry.

If you have comments, concerns or questions about the data engine or TravelOK.com, please don't hesitate to contact us at Update@TravelOK.com or by calling (405) 522-9634.



OKLAHOMA
Tourism & Recreation