Applying a Locale [Classic]

Locales are configured in the Localization editor on the account level and applied to each Booking page and Master page individually. When a locale is applied to a page, any subsequent changes made to that locale are visible to the Customer. The applied locale determines the language of the page and the date/time formats used.

In this article, you'll learn about applying a locale to a Booking page or Master page and to Customer notifications.

In this article:

- Applying a locale to a Booking page or Master page
- Applying a locale to Customer notifications
- Localization of Default notification templates vs. Custom notification templates
- Setting a default locale

Applying a locale to a Booking page or Master page

- 1. Go to **Booking pages** in the bar on the left.
- 2. Select the Booking page or Master page that you want to localize.
- 3. In the page's **Overview** section, use the **Locale** drop-down menu to select the locale you want to apply to that page (Figure 1). The change is automatically saved.

Sooking page: John Smith				Booking page John Smith	
Overview >	Overview			Accept bookings 🔍 💽 🛛	
Event types	Share & Publish	67	Owner	John Smith 🖉	
Associated calendars	https://go.oncehub.com/js12 //	د ر ی	Editors	None 🖉	
Recurring availability	 Share dynamic links Publish on your website 		Time zone	Cape Town, Johannesburg, Pretoria (GMT+2:00) (<mark>Edit</mark>)	
Date-specific availability			Category	None 🔻 (New)	
			Locale	System - English (US)	
Location settings			Theme	Light system theme ▼	

Figure 1: Booking page Overview section

i Note:

Applying a locale to a Master page always overrides the locales applied to any Booking pages included in that Master page.

Applying a locale to Customer notifications

The locale of the Booking page or Master page determines the date/time formats and the language of the Dynamic fields in Customer notifications including outgoing emails, SMS messages, and the calendar event. The text in these notifications is automatically translated.

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- Dynamic fields in notifications are only translated for Customer notifications based on Custom templates. Dynamic fields in User notifications and Default templates always remain in English.
- Static text is not automatically translated. To translate the static text of these notifications, you'll need to use Custom notification templates.

Localization of Default notification templates vs. Custom notification templates

	Default templates	Custom templates
User notifications by email and SMS	OnceHub Dynamic fields are shown in English. Date/time format follows User profile settings.	OnceHub Dynamic fields are shown in English. Date/time format follows User profile settings.
Customer notifications by email and SMS and the calendar event	OnceHub Dynamic fields are shown in English. Date/time format follows User profile settings.	OnceHub dynamic fields such as time zone, country, and location are shown in the locale selected on the Booking page. Date/time format follows locale settings.

Setting a default locale

The account's default locale is set under the Localization editor. To set a locale as your default locale, select the desired locale from the locale list and then click **Set as default locale** at the top of the page (Figure 2).



Figure 2: Set your default locale

The default locale will be automatically applied to any newly created page, but existing pages will not be affected.