


# Saginaw Public Schools Event Calendar

## Change calendar views

You can view the calendar information by week, by month and agenda (list) view. To change between different views, just click on the buttons in the top-right corner of your calendar.


In order to view additional details of an event please click on the event title.

To quickly customize your view, just click the mini triangle  and deselect the calendars you do not wish to display.

- Arthur Eddy Academy
- Arthur Hill HS
- Chester Miller Elementary
- Community Education
- Coulter Elementary
- Daniels Middle School
- Handley Elementary
- Heavenrich Elementary

## 'Week' view


The Week view displays events for the current week. To use this view, just click on the

**Week** button  in the top-right corner of your calendar. The current day (today) will be marked with a yellow background.

Use the single arrows in the top-left corner of the calendar to move forward or backward by a week. Click **Today** to return to the current day.

All-day events will be displayed at the top of the day. If there are more events than what's displayed, a down arrow will appear, which you can click to show the events. You can also click the plus button on the left to expand the All-day events area.

## 'Agenda' view

Use the Agenda view to view all your events grouped by day. To display the Agenda view, click the **Agenda** button  in the top-right corner of the calendar. The current day (today) will be marked with a yellow background.

Use the single arrows in the top-left corner of the calendar to move forward or backward between dates. Click **Today** to return to the current day.

All-day events will be displayed at the top of the day.