Delaware Valley Gun Club

WEB SITE ACCESS AND CALENDAR

Access

URL:

• <u>www.delvalgc.org</u>

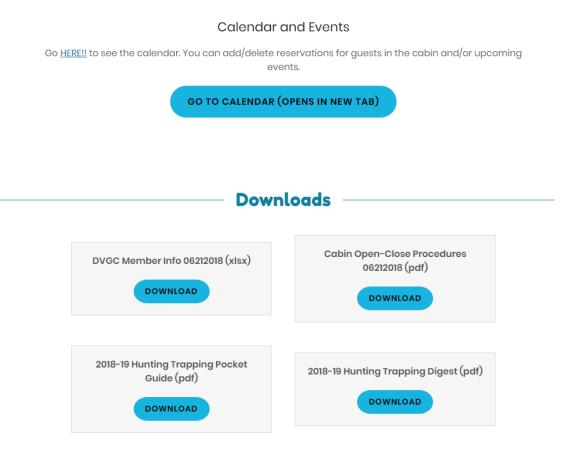
• Call me at 610-731-4378 if you can't get in.....

Calendar

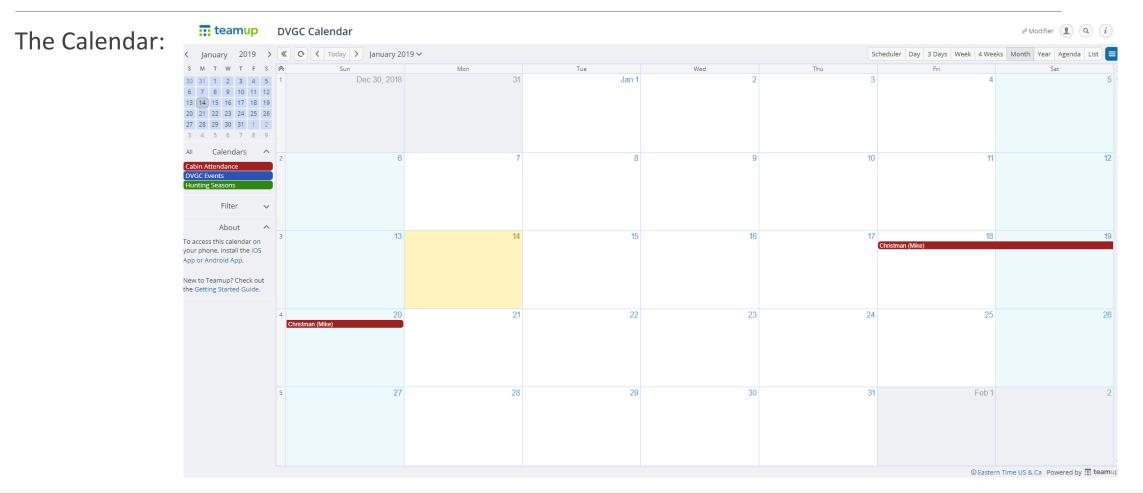
The Member's landing page:

Click "Go To Calendar" to access the calendar

- It opens a new tab
- Scroll down on this page to see other features of the Members section



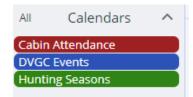
Calendar Use



Calendar Use:

Please note:

- There are three calendars...
- All of the functions are "live"
- If you click on a Red/Green/Blue Calendar bar, the display will change to only show the active calendar(s)
- Click again to restore them to active status
- You can change the view to month/week/day
- If you make changes, please turn on all calendars and set it for "month" view when you leave
- The calendar can be printed or downloaded



Calendar Use

To add something to the calendar:

- Click on the date you want to start with. This screen pops up:
- Fill in the Event Name ('Christman', or anything else)
- Click the text box for "From" and "To" and calendars will pop up to make date selection easier
- Click into the "calendar" box and click to select a calendar
- Fill in "who" (first name)
- Add other notes in the description section
- Click "Save"

Christman					×
0	From	01/18/2019	~	Save	
	То	01/20/2019		Print	
	🖉 All day		<	Share	*
	Repeats		\$	Options	*
	Reminders	<u>0 enabled</u>	Ŵ	Delete	
:=	Calendar				
	× Cabin Atte	endance			
-	Who				
	Mike				
0	Where <u>Show on map</u>				
	Description				
	bringing my	family - 2 guests			
	Created an ho	our ago by Modifier, last updated an hour ago by Modifier			

Calendar Use

The calendar will revert to the view you were using before (usually the month view).

If you scroll over the entry you just made you'll see a pop-up with the details...

Close the tab and you're done!!

Questions:.....