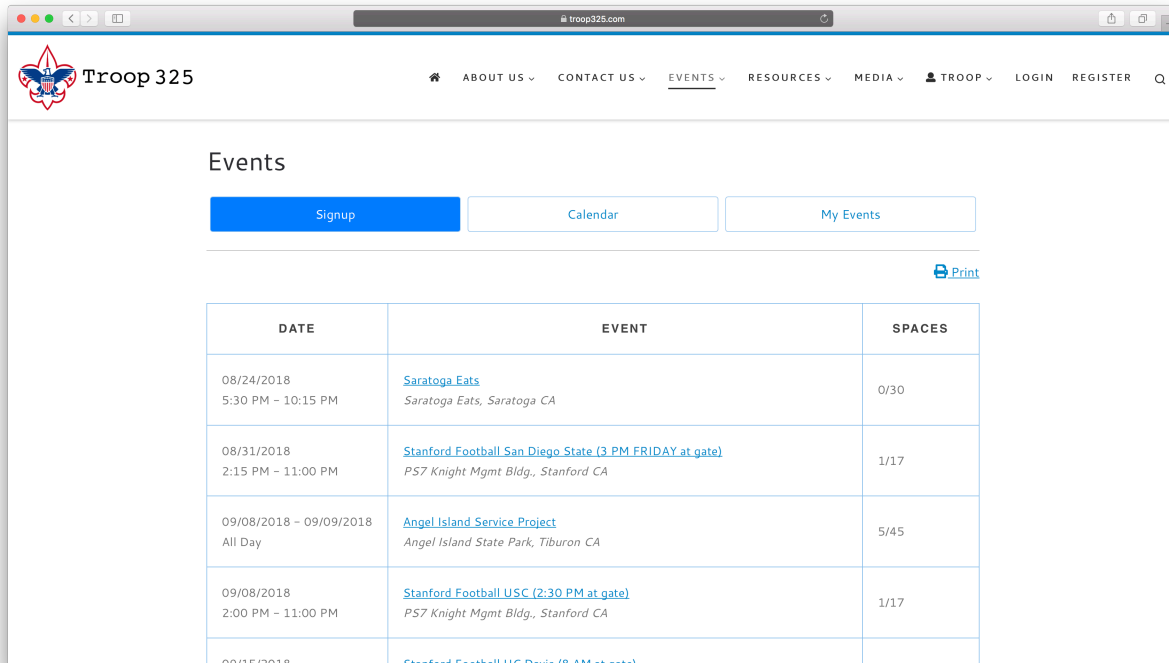


Basic Guide to Events Manager

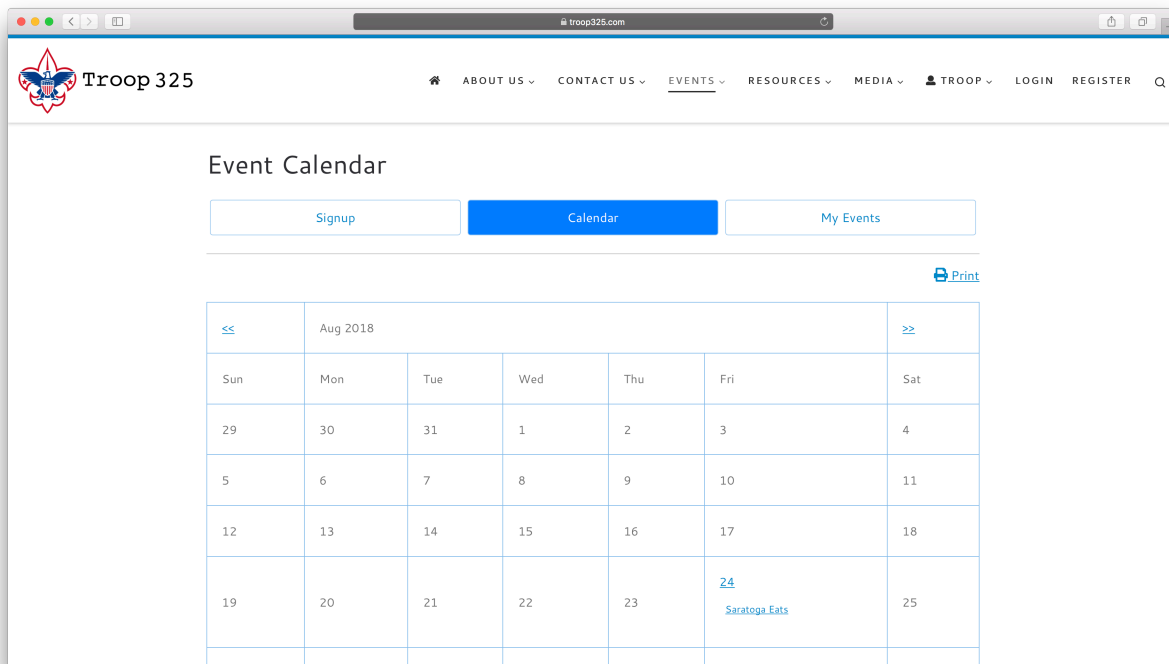
Signup: This tab is to see all events in the future



The screenshot shows the Troop 325 website with the 'EVENTS' tab selected in the navigation bar. The 'Events' section has three tabs: 'Signup' (active), 'Calendar', and 'My Events'. A 'Print' button is visible. The table below lists upcoming events.

DATE	EVENT	SPACES
08/24/2018 5:30 PM - 10:15 PM	Saratoga Eats <i>Saratoga Eats, Saratoga CA</i>	0/30
08/31/2018 2:15 PM - 11:00 PM	Stanford Football San Diego State (3 PM FRIDAY at gate) <i>PS7 Knight Mgmt Bldg., Stanford CA</i>	1/17
09/08/2018 - 09/09/2018 All Day	Angel Island Service Project <i>Angel Island State Park, Tiburon CA</i>	5/45
09/08/2018 2:00 PM - 11:00 PM	Stanford Football USC (2:30 PM at gate) <i>PS7 Knight Mgmt Bldg., Stanford CA</i>	1/17
09/15/2018	Stanford Football UC Davis (8 AM at gate)	

Calendar: This tab is to see all events in a calendar



The screenshot shows the Troop 325 website with the 'EVENTS' tab selected in the navigation bar. The 'Event Calendar' section has three tabs: 'Signup', 'Calendar' (active), and 'My Events'. A 'Print' button is visible. The calendar view shows the month of August 2018, with the event 'Saratoga Eats' highlighted on Friday, August 24th.

Aug 2018						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
29	30	31	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24 Saratoga Eats	25
					26	

My Events: A full list of your booking per each event

