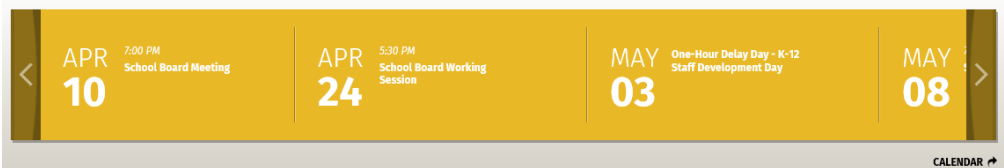


Customizing Calendar Views

Avon School Corporation

Multiple calendars can be viewed at once on the ACSC Calendar page. There are categories that represent specific events (Pink – holidays, green – athletic events). Place your cursor on top of an event in order to view more information such as what building, time, fee, etc.

1. Open www.avon-schools.org
2. In the bottom right corner under Upcoming Events click on **Calendar**



3. Click **Customize Calendar View**
4. Locate the pencil next to CALENDARS. Once the **pencil button** has been selected the add/remove appears. Click **add/remove** and select any calendars you would like to appear on your page.
5. I'm Done

