



Woodstock Elks Lodge #1043

Using the Elks Event Calendar

Introduction

The following instructions are meant to help new users understand how to use the Woodstock Elks Event Calendar.

The Event Calendar contains both public events (events to which the public is invited) and private events (events which only Elk members are allowed to attend). Members must log into their account before they are able to view member events.

The events calendar is displayed in the right-hand column of every page of the Woodstock Elks website and displays the current month. Days without events are black; days with events are displayed in a different color selected when the event was created.

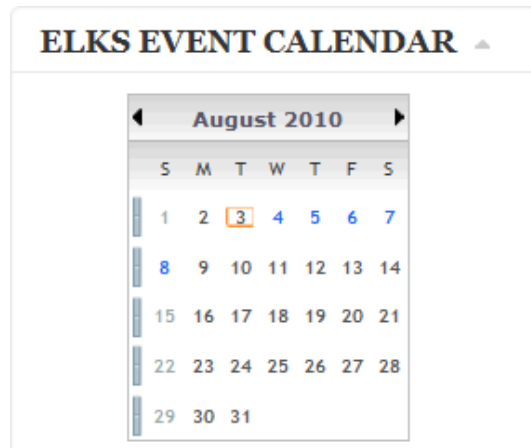


Figure 1 - Calendar

The Calendar Page

Clicking on a day opens a daily view, clicking on the far left side of a week opens the weekly view, and clicking on the month opens the monthly view. Regardless of the type of view first displayed, users can change the view using a toolbar at the top of the page.



Figure 2 - Calendar Views

Monthly View

The monthly view shows the current month in the calendar page. This view is probably the most convenient because it displays all the events a user can access for that month.

Monthly View August 03 2010

	July	August 03 2010					September
	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
31	1	2	3	4 Fair	5 10:00AM Fair - day 2	6 10:00AM Fair - day 3	7 10:00AM Fair - day 4
32	8 10:00AM Fair - day 5	9	10	11	12	13	14
33	15	16	17	18	19	20	21
34	22	23	24	25	26	27	28
35	29	30	31				



Elks Calendar | All Categories

If you hover your mouse cursor over a day with an event listed a pop-up will appear on the page with details of the event.

Fair
From: Wednesday, August 04 2010
To: Sunday, August 08 2010
First day of multiday event

[Click to open event](#)

You can navigate to the previous or the next month by clicking on the month to the left or right of the current month name at the top.

You can use the print icon  located at the top of every calendar and event view to print whatever view you are displaying. The print view displays in a pop-up. Click  again to send the page to your default printer.

Event View

Click on an event to open the event view in the calendar page.

Woodstock Elks Lodge #1043

Fair

From Wednesday, August 04 2010

by Lodge Secretary

To Sunday, August 08 2010

The Woodstock Elks Lodge 1043 will, again be manning the Elks Drug Awareness Trailer at the McHenry County fair. The fair runs from August 4th through August 8th. Come and pay us a visit.

Location : McHenry Count Fair Grounds (Illinois 47 & Country Club Rd.) Woodstock

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Details about the event are displayed in the calendar page. This includes the date(s) for the event, the author of the event, a detailed description of the event (if included), the location of the event (if included), and any extra information about the event (if included).

You can click on the [Back](#) link to return to the previous view or use the toolbar at the top to change to a different view.

Users are encouraged to explore our calendar. You can send any questions you have to our webmaster by clicking on the [Lodge Contacts](#) link in the Main Menu.