

Calendars on our Red Wing Athletic Association Web Site

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Now that teams are being formed practice and game schedules are being added for each team. I have started getting calls asking for help with calendars so here is some advice.

1. View a Team's Calendar

An easy way to see a calendar for a particular team is to follow this long path:

- 1) Open the web site.
- 2) Click on the following
 1. Hockey
 2. Teams
 3. team level (for example Bantam)
 4. team name (for example Bantam A)
- 3) Once the team's page is open you'll see the calendar of practices and games for the next 5 days.
- 4) You can Click on "View All" to have more options, e.g. view by month, print the calendar, view calendars for multiple teams (see description of tags later in this document) etc.

Step 1 → Hockey

Step 2 → Teams

Step 3 → Bantams

Step 4 → Bantam A

Step 1 → Home | **Hockey** | Figure Skating | Basketball | Baseball | Softball | Soccer | Volleyball | Swim Club | Football

Current Section

- ▼ Hockey
- ▼ Teams
- ▼ Bantams
- Bantam A**

SPARQ Training

WELCOME
to the new home of the
Red Wing Athletic
Association

RW BANTAM A Here is the schedule of games and practices for the next 5 days.

Regular Season 2010 - 2011

↑ Roster | Game Schedule | Statistics

RW Bantam A Calendar

Sat 10/30	Sun 10/31	Mon 11/1	Tue 11/2	Wed 11/3
Bantam A Practice @ PI 9:00am	no events	Bantam A Practice @ PI 8:45pm	no events	no events

→ [View All](#) | [RSS](#) | [iC](#)

2. There is another way to view calendars.

This method has the advantage of requiring less “clicks”. **You can also view a combined calendar for multiple teams. Please note that it is critical that when managers enter practices they should include the team name. For example – “Bantam A Practice” not “Practice”.**

For example: If you want to view a combined calendar for A Bantams and U12 Girls.

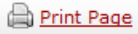
- 1) Open the web site.
- 2) Click on the following
 1. Home
 2. Calendar
 3. Show Tag Menu
 4. Select the Tag(s) of the team or teams that you want displayed on the calendar.
 5. Now you can view the calendar.

The screenshot displays the website's navigation and calendar functionality. The top navigation bar includes links for Home, Hockey, Figure Skating, Basketball, Baseball, Softball, Soccer, Volleyball, and Swim Club. The left sidebar contains a 'Current Section' menu with 'Home' and 'Calendar' (indicated by a red arrow and the number 2), and a 'Related Pages' section with 'Calendar' highlighted. The main content area is titled 'Calendar' and features a 'CURRENTLY SELECTED TAG(S):' section with 'Bantam A (2010 - 2011)' and '12U (2010-2011)' selected. Below this is a list of teams with checkboxes, where 'Bantam A (2010 - 2011)' is checked. At the bottom, there are view options (Calendar View, Month List View, Day View) and a calendar grid for October 2010.

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday
26	27	28	29	30	1

3. Print the calendar

You can also print this calendar. There is a “Print Page” button way at the bottom of the page.



4. Simplify the calendar view

Hint: If you are looking at a combination of multiple team calendars the display can get pretty messy. Try clicking on the "Toggle Tags" button at the bottom of the calendar page. It will remove some information from the display and make it easier to view and print.

