

ACC121-I-001-SUM07: Principles of Managerial Accounting - Janet Dengler (Instructor)

<b>Content Areas</b> <a href="#">Syllabus</a>  <a href="#">Content</a>	<a href="#">My Assignments</a> <a href="#">My Tests</a>	<b>User Management</b> <a href="#">List / Modify Users</a> Create User Batch Create Users	Enroll User Remove Users from Course <a href="#">Manage Groups</a>
<b>Course Tools</b> <a href="#">Announcements</a> <a href="#">Course Calendar</a> <a href="#">Staff Information</a> <a href="#">Send Email</a>	<a href="#">Discussion Board</a>  <a href="#">Glossary Manager</a>	<b>Assessment</b> <a href="#">Test Manager</a>  <a href="#">Course Statistics</a>	<a href="#">Gradebook</a> <a href="#">Gradebook Views</a> <a href="#">Performance Dashboard</a>
<b>Course Options</b> <a href="#">Manage Course Menu</a> <a href="#">Course Design</a> <a href="#">Manage Tools</a> Settings Recycle Course	<a href="#">Course Copy</a> Import Course Cartridge Import Package Export Course <a href="#">Archive Course</a>	<b>Help</b> <a href="#">Support</a> <a href="#">Manual</a>	<a href="#">Contact System Administrator</a> <a href="#">Quick Tutorials</a>

If you want to use the class calendar function, then click here first.

**Calendar: View by Day**

Add Event Quick Jump

VIEW DAY VIEW WEEK VIEW MONTH VIEW YEAR

⏪ Friday, May 11, 2007 ⏩

AM	6:00
	6:30
	7:00
	7:30
	8:00
	8:30
	9:00
	9:30
	10:00
	10:30
	11:00
	11:30

You can view the calendar by day, week, month or year. You can click Add Event or Quick Jump to get an event into the calendar. The downside of this is that each event must be entered in individually.

### Add Calendar Event

#### 1 Event Information

Event Name

Description

Normal 3 Times New Roman B I U S x<sub>2</sub> x<sup>2</sup> | [List Icons] [Link Icon] [Unlink Icon]

Path: body

Give the event a name and description, enter

#### 2 Event Time

Date: May 11 2007 [Calendar Icon]

Start Time: 03 45 PM

End Time: 03 45 PM

#### 3 Submit

Required Field

Click **Submit** to finish. Click **Cancel** to quit.

Cancel Submit

### Calendar Quick Jump

#### 1 Calendar Quick Jump

View Calendar events for a specific date.

Select a date.

May 11 2007 [Calendar Icon]

Use Quick Jump to find and view events for a date.

Select the type of view.

Month

Week

Day

#### 2 Submit

Click **Submit** to finish. Click **Cancel** to quit.

Cancel Submit