

CALENDAR

For important PEACESAT dates and events please feel free to view the calendar by [clicking here](#).

INSTRUCTIONS FOR USING CALENDAR

The [link](#) will direct you to the PEACESAT Web Calendar.

The calendar will open to the present date in a month view. A month view displays an entire month, including appointments.

Moving around in Month view:

Click on the down arrow to select the desired month and click GO.

- To move to the next month, click the right arrow
- To move to the previous month, click the left arrow
- To return to today's date in Month view, click on the Today icon.

Moving around in Day view:

To display a view of a particular day, click the down arrow to select the date you desire.

Click on the down arrow and select Day. Click GO.

- To move to the next day, click the right arrow
- To move to the previous day, click the left arrow
- To return to today's date in Day view, click the Today icon

Moving around in Week view:

To display a view of a particular week, click the down arrow to select the date you desire.

Click on the down arrow and select week. Click GO.

- To move to the next week, click the right arrow
- To move to the previous week, click the left arrow
- To return to today's date in week view, click the Today icon

Moving around in Year view:

To display a view of a particular year, click the down arrow to select the date you desire as shown below.

Click on the down arrow and select year. Click GO.

- To move to the next year, click the right arrow
- To move to the previous year, click the left arrow
- To return to today's date in year view, click the Today icon