



Texas Skyward User Group Conference

# Calendar Setup from a Skyward Perspective

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# Calendar Setup from a Skyward Perspective



The session will identify the areas for Calendar setup and to clone the created calendar to other entities

- Calendar Master
- Funding Period
- Calendar Detail
- Calendar Days – Operational Minutes, Events, and Waivers
- Calendar Days and Utilities
- Cloning Calendars to Other Entities

# Calendar Master

Edit Calendar Master - Entity 001 - WS\OF\AT\PS\CO\CC - 8428 - 05.17.02.00.11 - Google Chrome

Secure | https://pbroker1.skyward.com/scripts/cgiip.exe/WService=11018web/scldedit001.w?isPopup=true

### Edit Calendar Master

Entity: 001 CHUCK NORRIS HS (GR 9-12) Calendar: 001 Calendar (001)

Year: 2017-18 Start: 08/22/2017 Tuesday End: 06/01/2018 Friday

Use Zero Mod:  Include in Count:  Method: C - Calendar Calendar Method-Use Half Days:

Hours in School Year: 0 Minutes per Day: 45 Non-Instructional Days: 0.00 Maximum Periods in a Day: 8

Override Total Minutes per Day 420

Attendance: 1:  2:  3:  4:  5:  6:  7:  8:

Scheduled: 1:  2:  3:  4:  5:  6:  7:  8:

## Funding Period

Edit Funding Periods - Entity 001 - WS\OF\AT\PS\CO\CC - 8428 - 05.17.02.00.11 - Google Chrome

Secure | https://pbroker1.skyward.com/scripts/cgiip.exe/WService=11018web/scInedit007.w?isPop

### Edit Funding Periods

Entity:  CHUCK NORRIS HS (GR 9-12) Year:   
Calendar:  Calendar (001)

#### Funding Periods

Mon:	<input type="text" value="2"/>	Tue:	<input type="text" value="2"/>	Wed:	<input type="text" value="2"/>	Thu:	<input type="text" value="2"/>	Fri:	<input type="text" value="2"/>
Sat:	<input type="text" value="0"/>	Sun:	<input type="text" value="0"/>						



## Calendar Terms

▼ Calendar Terms [Add Term](#)

		Term	Start Date	End Date	Days
<a href="#">Edit</a>	<a href="#">Delete</a>	01	08/28/2017 Mon	10/06/2017 Fri	29.00
<a href="#">Edit</a>	<a href="#">Delete</a>	02	10/09/2017 Mon	11/10/2017 Fri	29.00
<a href="#">Edit</a>	<a href="#">Delete</a>	03	11/13/2017 Mon	12/22/2017 Fri	28.00
<a href="#">Edit</a>	<a href="#">Delete</a>	04	01/08/2018 Mon	02/16/2018 Fri	30.00
<a href="#">Edit</a>	<a href="#">Delete</a>	05	02/20/2018 Tue	04/13/2018 Fri	38.00
<a href="#">Edit</a>	<a href="#">Delete</a>	06	04/16/2018 Mon	06/01/2018 Fri	34.00

▲ [Calendar Days](#) [Add Day](#) [View All Days and Events](#) [Help](#)

## Calendar Days

▼ Calendar Days Add Day View All Days and Events Utilities

	Date	Days	Term	Prds/Day	Bell	Comment	SE Ct Ovr	Event(s)
Edit Delete	08/22/2017 Tue	1.00		8	R		0	Add Event
Edit Delete	08/23/2017 Wed	1.00		8	R		0	Add Event
Edit Delete	08/24/2017 Thu	1.00		8	R		0	Add Event
Edit Delete	08/25/2017 Fri	1.00		8	R		0	Add Event
Edit Delete	08/28/2017 Mon	1.00	1	8	R		0	Add Event
Edit Delete	08/29/2017 Tue	1.00	1	8	R		0	Add Event
Edit Delete	08/30/2017 Wed	1.00	1	8	R		0	Add Event
Edit Delete	08/31/2017 Thu	1.00	1	8	R		0	Add Event

Edit Calendar Day - Entity 001 - WS\OF\AT\PS\CO\CC - 8428 - 05.17.02.00.11 - Google Chrome

Secure | https://pbroker1.skyward.com/scripts/cgiip.exe/WService=11018web/scInDedit004.w?isPopup=true

### Edit Calendar Day

Entity: 001 CHUCK NORRIS HS (GR 9-12) Year: 2017-18 Start: 08/22/2017 Tuesday  
 Calendar: 001 Calendar (001) End: 06/01/2018 Friday

Date: 08/22/2017 Tuesday Operational Minutes: 45  
 Count As: 1.00 Max Periods/Day: 8  
 Non-Instructional Days: 0.00 Bell Schedule: R Regular Calendar Funding Period: 2  
 Comment:   
 SE Date Count Override  Include in Count  Exclude from Count  Override Funding Period  Override Total Minutes 420

Periods: 1:  2:  3:  4:  5:  6:  7:  8:   
 Minutes: 1:  2:  3:  4:  5:  6:  7:  8:

Add Calendar Event - Entity 001 - WS\OF\AT\PS\CO\CC - 8428 - 05.17.02.00.11 - Google Chrome

Secure | https://pbroker1.skyward.com/scripts/cgiip.exe/WService=11018web/scInDedit008.w?isPopup=true

### Add Calendar Event

Entity: 001 CHUCK NORRIS HS (GR 9-12) Date: 08/28/2017 Monday  
 \* Calendar: 001 Calendar (001)

Event:   
 Comment:

Asterisk (\*) denotes a required field

# Bell Schedule

▼ Bell Schedule [Add Bell](#)

▼ Regular Bell [Edit](#) [Delete](#) [Add Attendance Period/Time Relationship](#)

		Period	Lunch Code	Period Start	Period Stop	Class Start	Class Stop	Absent Start	Absent Stop
<a href="#">Edit</a>	<a href="#">Delete</a>	1		8:15 am	9:00 am	8:15 am	9:00 am	8:15 am	9:00 am
<a href="#">Edit</a>	<a href="#">Delete</a>	2		9:05 am	9:50 am	9:05 am	9:50 am	9:05 am	9:50 am
<a href="#">Edit</a>	<a href="#">Delete</a>	3		9:55 am	10:40 am	9:55 am	10:40 am	9:55 am	10:40 am
<a href="#">Edit</a>	<a href="#">Delete</a>	4		10:45 am	11:30 am	10:45 am	11:30 am	10:45 am	11:30 pm
<a href="#">Edit</a>	<a href="#">Delete</a>	5		11:35 am	12:20 pm	11:35 am	12:20 pm	11:35 am	12:20 pm
<a href="#">Edit</a>	<a href="#">Delete</a>	6		1:15 pm	2:00 pm	1:15 pm	2:00 pm	1:15 pm	2:00 pm
<a href="#">Edit</a>	<a href="#">Delete</a>	7		2:05 pm	2:50 pm	2:05 pm	2:50 pm	2:05 pm	2:50 pm
<a href="#">Edit</a>	<a href="#">Delete</a>	8		2:55 pm	3:40 pm	2:55 pm	3:40 pm	2:55 pm	3:40 pm



## Clone Calendar Info in Same Year

Clone Calendar Information - Entity 001 - WS\OF\AT\PS\UT\CC - 10471 - 05.17.0...

Secure | https://pbroker1.skyward.com/scripts/cgiip.exe/WService=11018web/satnuedit01

### Clone Calendar Information

This utility will clone Calendar information, including the details, terms, and days of the source Calendar you select. You can choose to clone the Calendar data to existing Calendars, or to create new Calendars.

If you choose to create new Calendars, enter a Calendar ID and the amount of clones wanted (maximum of 26). The letters A through Z will be added to the end of the user entered Calendar ID for each clone created when more than one is created.

**Source**

\* School Year: 2018

\* Entity: 001 - CHUCK NORRIS HS (GR 9-12)

\* Calendar:

**Target**

Clone to Existing Calendar(s)  
 Create New Calendars and Clone Info

All Calendars

Asterisk (\*) denotes a required field

Run Back





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**THANK YOU FOR ATTENDING!**

