

# How to use the MCC Web Calendar

The MCC Web Calendar was rolled out in the summer of 2023 and includes user and mobile friendly calendar pulling from the existing calendar. We hope the experience is intuitive, but this guide walks you through a few of the features. The navigation bar on the right (bottom for mobile) shows a quick guide on how to use it.

## Two view – Event and Schedule

There are two main views to see all of the events – **Event View** and **Schedule View**. By clicking on "Events" or "Calendar" on the website, you are initially take to the Event View. If you want to switch to more of a list view, click the button at the top that says **Switch to Schedule View**.

### **Event View:**

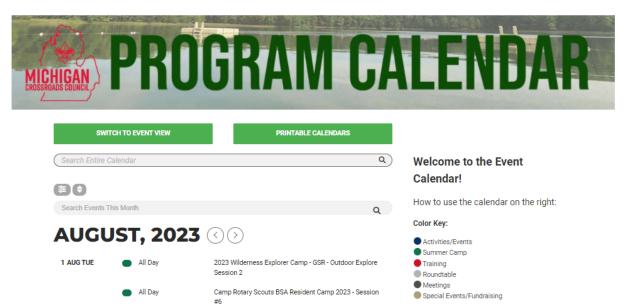
	ROGR	AM CA	<b>LENDAR</b>
SWITCH TO SCHEDU	ILE VIEW	PRINTABLE CALENDARS	
Search Entire Calendar		٩	Welcome to the Event
			Calendar!
CHOOSE MONTH (差) (辛)			How to use the calendar on the right:
Search Events This Month		Q	Color Key:
AUGUST, 2023 WILDERNESS EX 30 <sup>-02</sup> 30 <sup>-02</sup> <sup>30</sup> 9 <sup>-01</sup> (uly 30) 12:00 am - (august 2)	PLORER CAMP - GSR - OUTDOO Type Outdoor Adventures Who Cub Scouts, Scouts BSA	Gerber Scout Reservation, 1733     Owasippe Rd, Twin Lake, MI 49457	<ul> <li>Activities/Events</li> <li>Summer Camp</li> <li>Training</li> <li>Roundtable</li> <li>Meetings</li> <li>Special Events/Fundraising</li> </ul>
U (July 30) 12:00 am - (august 2)	11:59 pm		Navigation:
SUN SAT 30-05 JUL	TS BSA RESIDENT CAMP 2023 - 5 Type Outdoor Adventures Who Scouts BSA, Sea Scouts, Venturing	ESSION #6	Click CHOOSE MONTH to change month. Click to filter the calendar by Type, Who, District, and/or Location.
(july 30) 12:00 pm - (august 5)			Click of to sort by date or color.
	OUTS BSA DESIDENT CAMP 20	7 - SESSION #7	_
	COUTS BSA RESIDENT CAMP 202 Type Outdoor Adventures Who Scouts BSA, Sea Scouts, Venturing 12:00 pm	23 - SESSION #7 ♥ Cole Canoe Base, 1356 E Greenwood Rd, Alger, MI 48610	Click event for details and link to registration.
	Type Outdoor Adventures Who Scouts BSA, Sea Scouts, Venturing	Cole Canoe Base, 1356 E	





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Schedule View:



Cole Canoe Base Scouts BSA Resident Camp 2023 -

Adventure Point Summer Day Camp 2023 - Week 7 (5 Days)

Adventure Point Summer Day Camp 2023 - Week 7 (3 Days)

MCC 2023 Cub Scout Day Camp - Commerce Day Camp

2023 Wilderness Explorer Camp - GSR - Outdoor Explore

Camp Rotary Scouts BSA Resident Camp 2023 - Session

Adventure Point Summer Day Camp 2023 - Week 7 (5 Days)

Cole Canoe Base Scouts BSA Resident Camp 2023 -

Session #7

Session 2

Session #7

#6

### Navigation:

Click CHOOSE MONTH to skip to another month.

Click 🚌 to filter the calendar

Click \_\_\_\_\_ to sort by date or color.

Click event for details and link to registration.

#### Updates:

This calendar pulls from the council Black Pug calendar used for registrations (scoutingevent com). To see events on this web version, items need to be added to the calendar. Any event with a registration needs to go through the project charter process, and any event that does not have a registration (e.g., roundtable, special event) can be added by the

## Color Coding

2 AUG WED

The events are color coded based on the type of event.

All Day

All Day

All Day

From 8:30 am

Until 11:59 pm

All Day

All Day

All Day

Color Key:





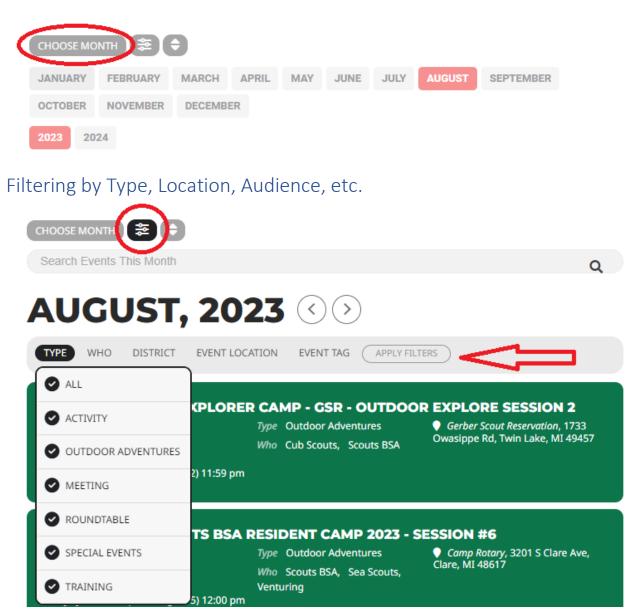


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## Navigating Months

The default calendar will display with the current month, and only events that have not passed will be shown. In the case of events that started in the previous month but end in the current, you will see those listed at the top.

To change the month and/or year, click the "CHOOSE MONTH" button above the calendar.



You are able to filter the list of events that month by a variety of parameters. To open the filter, click the **Filter** icon (see image above) to open the options. Uncheck ALL and then choose the option(s) you want to see. Click **APPLY FILTERS** when you have all filters set. Click **CLEAR FILTERS** to reset.





**Type:** Activity, Outdoor Adventure (Camp), Meeting, Roundtable, Special Events (Fundraising), and Training

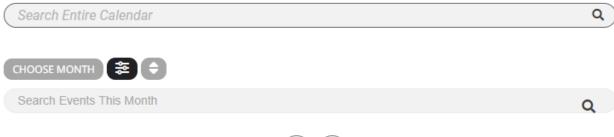
**Who:** Commissioners, Cub Scouts, Exploring, Families, Leaders, Order of the Arrow, Public, Scouts BSA, Sea Scouts, Venturing

District: all MCC districts are listed. Any event that is not specific to a district will have no district set.

**Event Location:** All of the current event locations are listed. You can, e.g., look for all events that occur at a specific camp. (NOTE: To see camp specific events, you can visit the camp pages and see a filtered list of events at that page)

### Searching

There are two search functions in this new calendar.



# AUGUST. 2023 (?)>

### Search Events this Month

By entering in information in the **Search Events This Month** field, the calendar that is already showing will be filtered. This is an alternative way to Filter the events showing for that month (e.g., enter "Cub" or "Lakeshore" to quickly see those items)

### Search Entire Calendar

By using this search (the top option), a NEW list of the calendar will appear on the page with the search results.

