

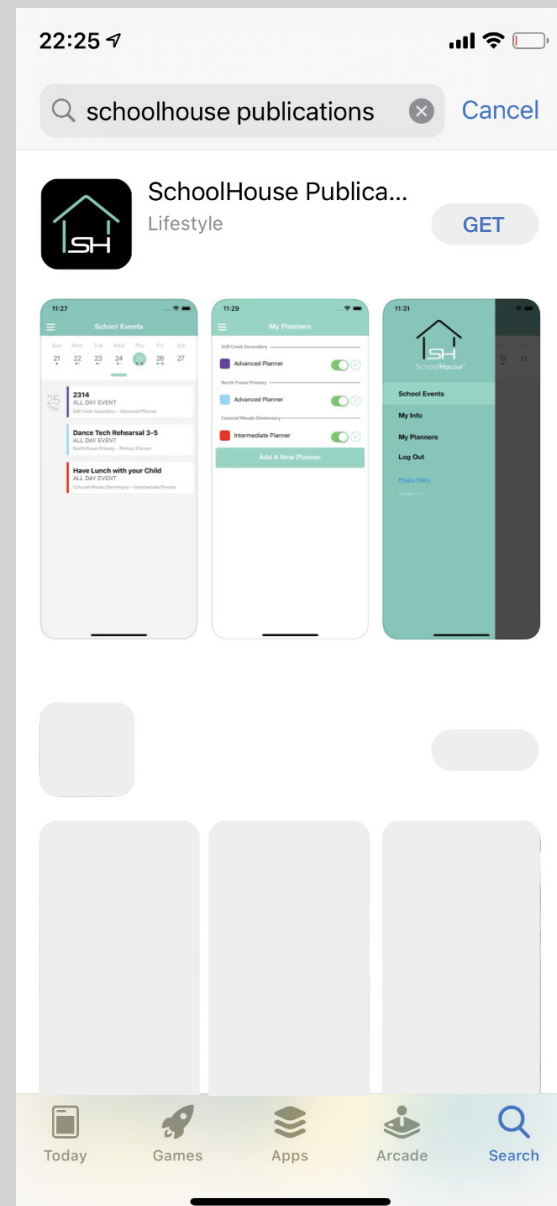
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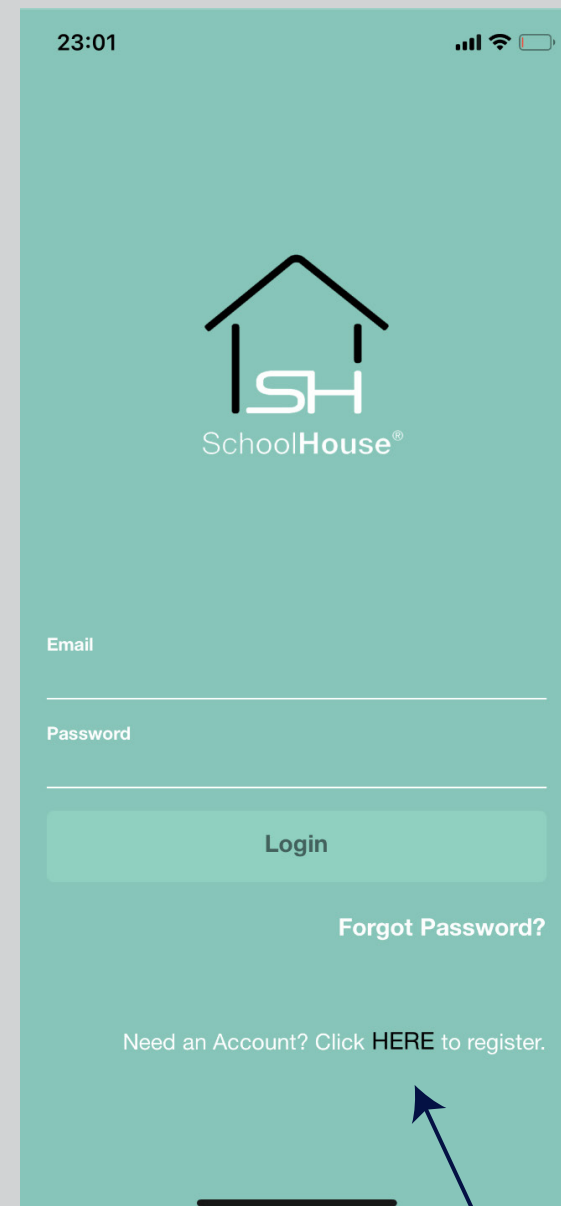
1.

Search "Schoolhouse Publications" and download



2.

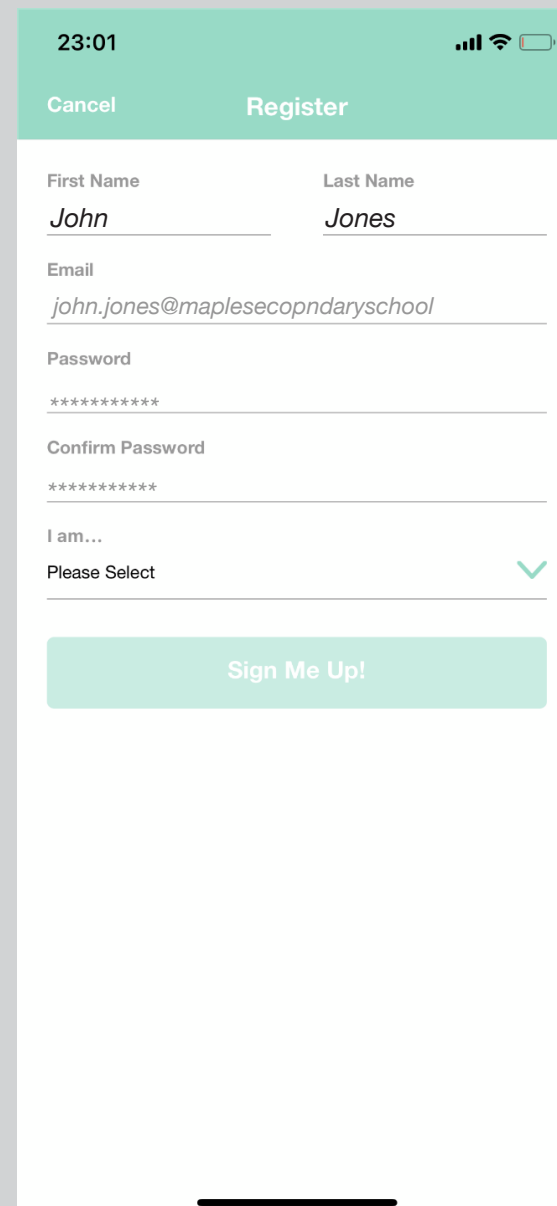
Open and register



Click to register

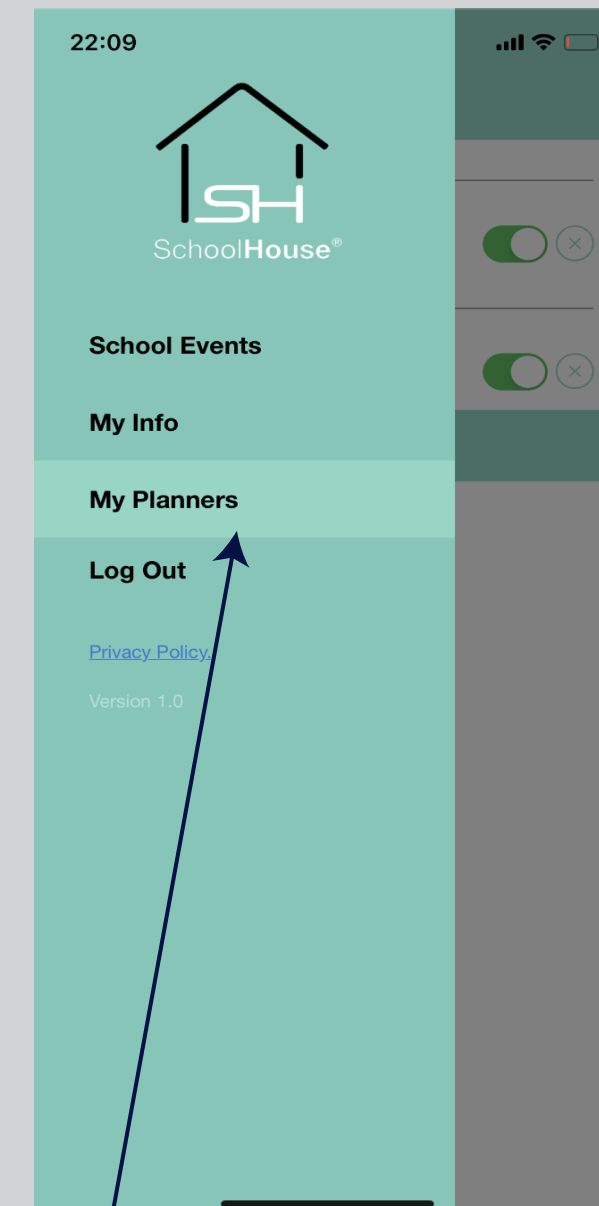
3.

Enter your details



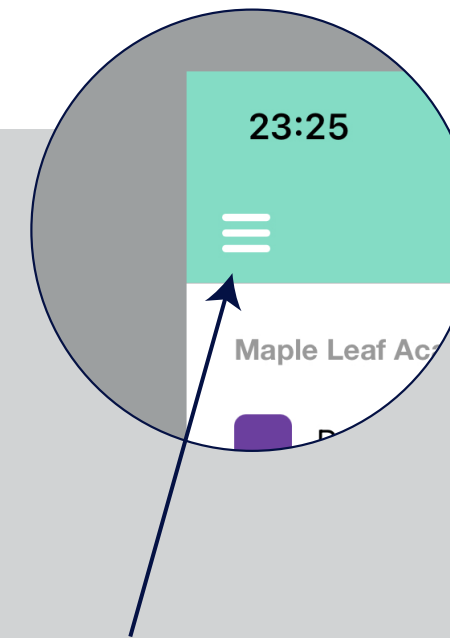
4.

Add your school Planner



In the main menu Click on "My Planners" to add a planner

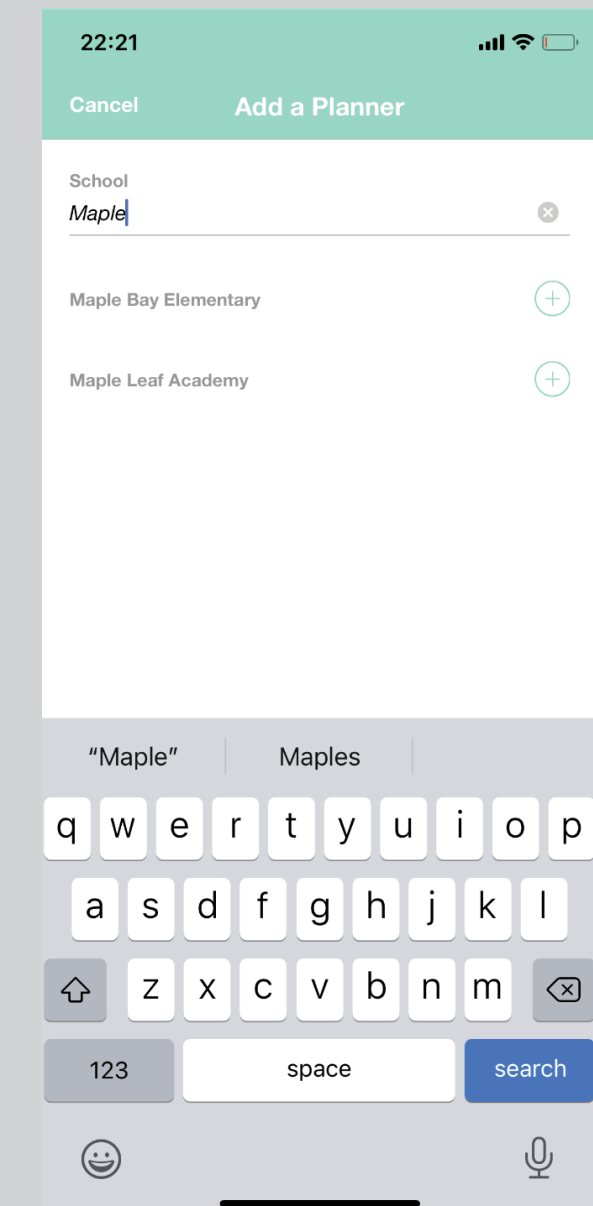
Tip



Navigate to the main menu by clicking this icon at the top right of your app

5.

Search your School



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6.

Select the school and planner you want. Assign a colour code

Your planner events are now on your calendar

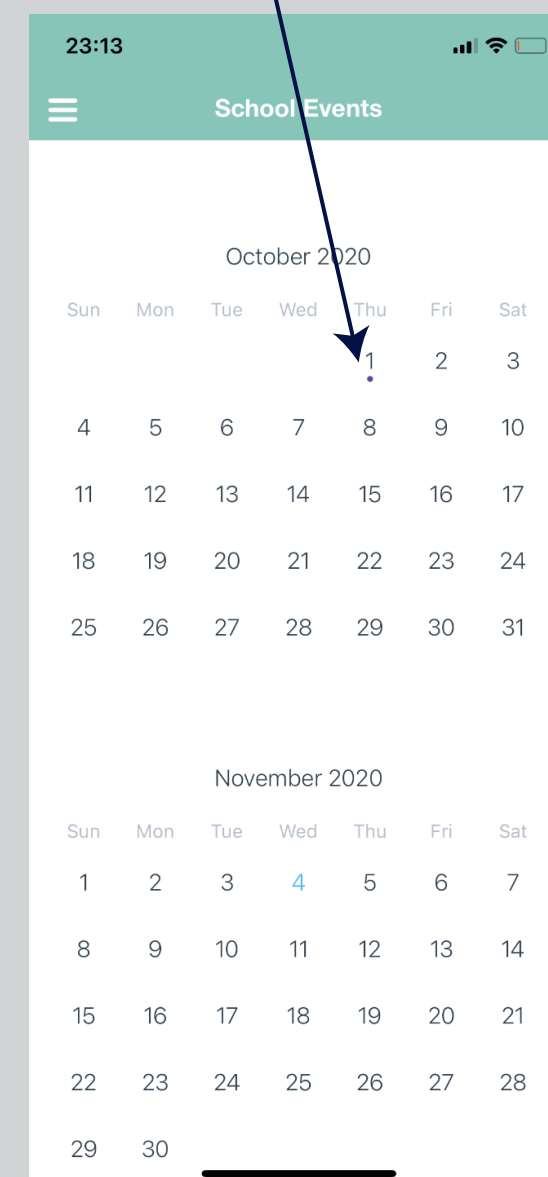
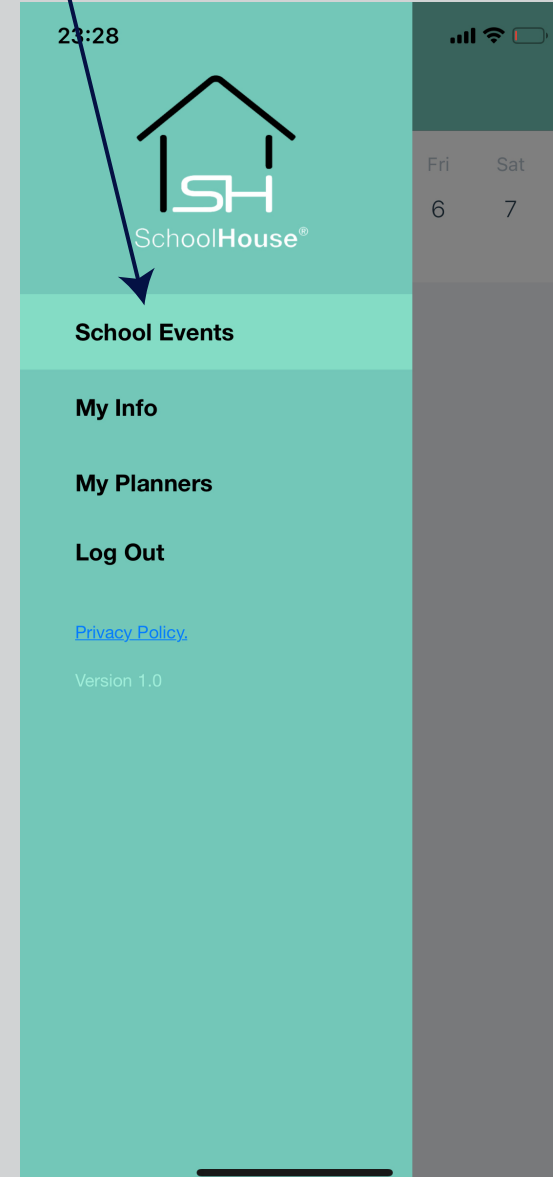
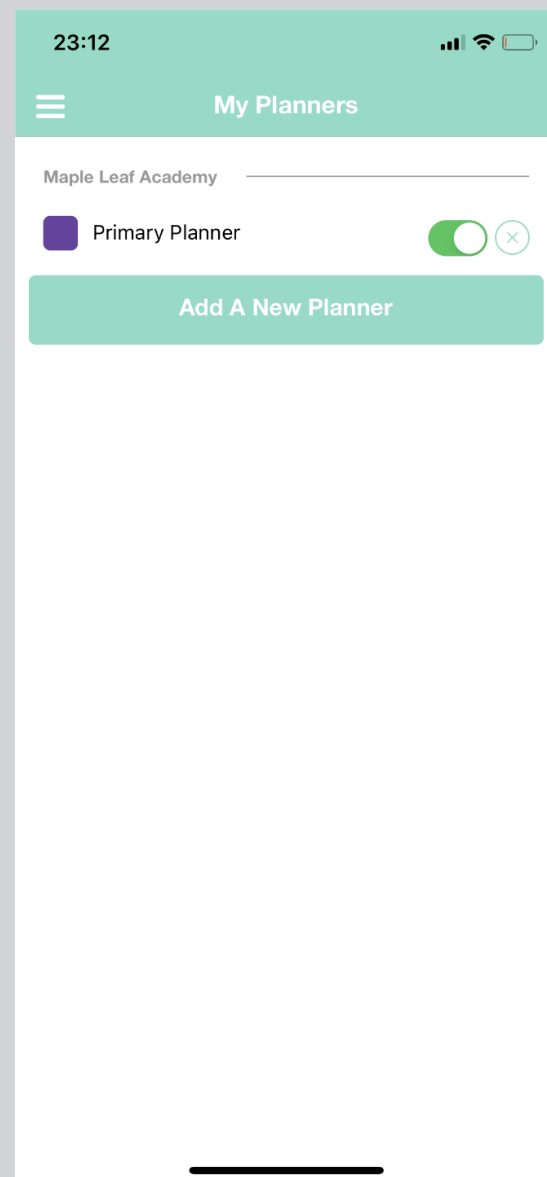
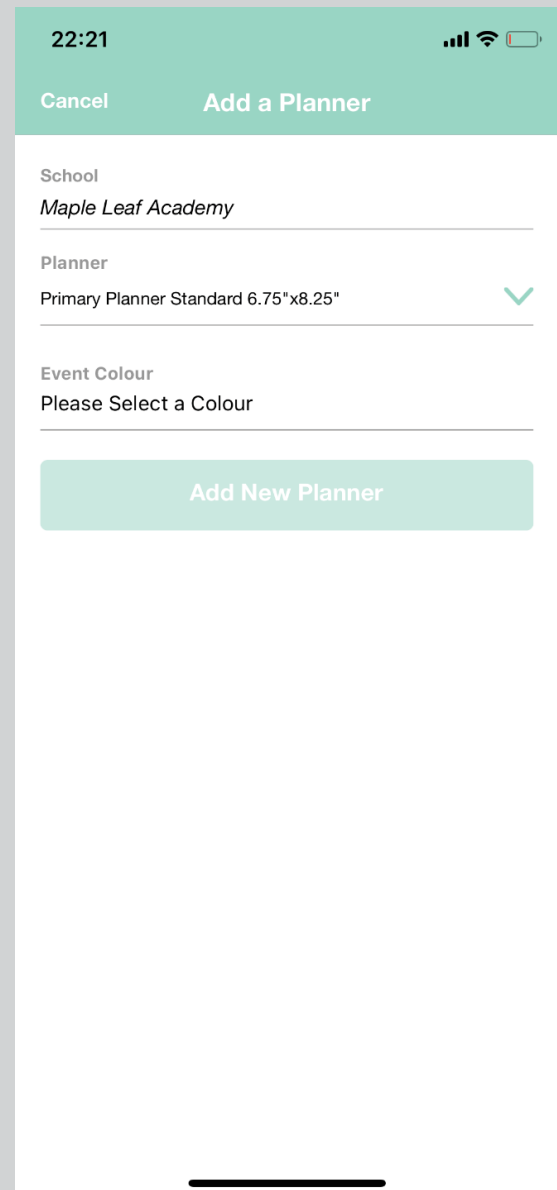
7.

To view your calendar events select "School Events" from the main menu

Your events will appear as colour coded dots under the relevant date

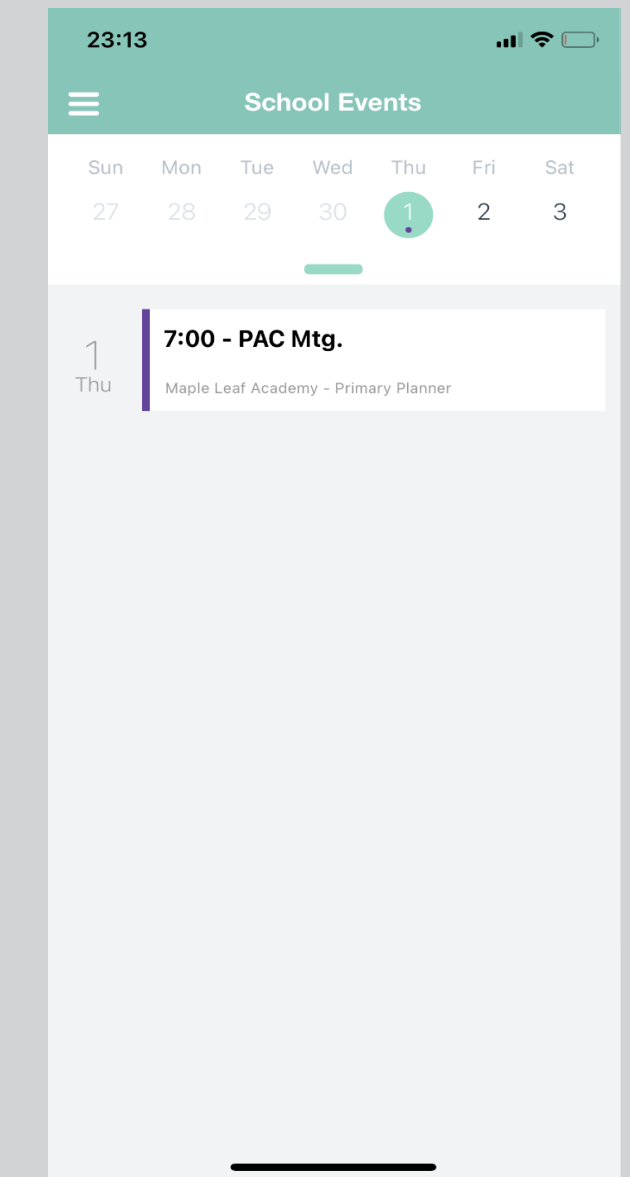
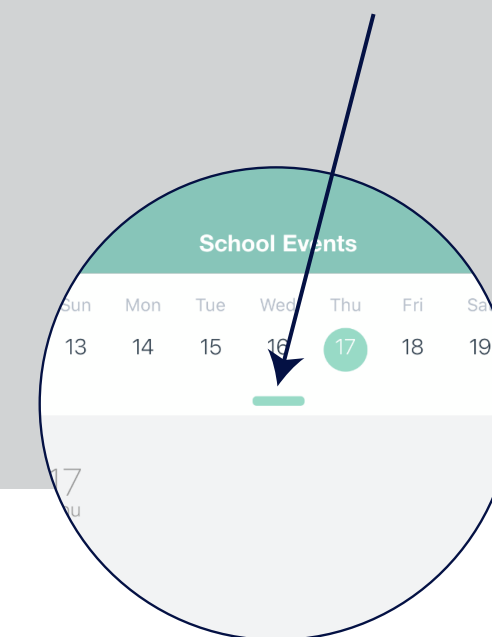
8.

Click on the date to read the event details



Tip

Display your calendar in "Month At a Glance" view by pressing the handle bar



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9.

To add other planners to your calendar, go to “My Planners”

10.

Click “Add A New Planner”

Multiple Planners view simultaneously on your calendar

The colour coded dots under the dates signify the various active planners

Details are displayed clearly under each planner, making event tracking easy and concise

