

PPUMC Web Calendar QuickStart Guide

Here's a very quick introduction to the Google Web calendar that is on the PPUMC Web site.

The screenshot shows the "Prospect Park UMC Website Calendar" for August 2009. The calendar is displayed in a grid view. At the top, there are navigation arrows and a "Print" button. Below the calendar grid, there are view options: "Week", "Month", and "Agenda". A callout box points to the navigation arrows, stating: "Click the arrows to move forward or backward in time". Another callout box points to the "Print" button, stating: "Click 'Print' to print a copy of the calendar". A third callout box points to the view options, stating: "Click 'Week,' 'Month,' or 'Agenda' to change the view". A fourth callout box points to an event on August 18th, stating: "Click on an event to open a balloon with more details". The event details balloon for "Solo Diners Congregating" is shown below the calendar, with the following information:

Solo Diners Congregating

When: Tue, August 18, 6pm – 8pm
Where: In the Fellowship Hall ([map](#))
Description: Solo Diners Congregating is a group of people who often eat alone, something that has been shown to negatively affect healthy eating habits. If you find yourself among those who eat alone, consider joining this lively group for a healthy meal and fellowship on the Third Tuesday of every month.

[more details»](#) [copy to my calendar»](#)

Send events for the PPUMC Web Calendar and *Weekly Announcements* to the church office.

General office email:
ProspectParkUMC@gmail.com