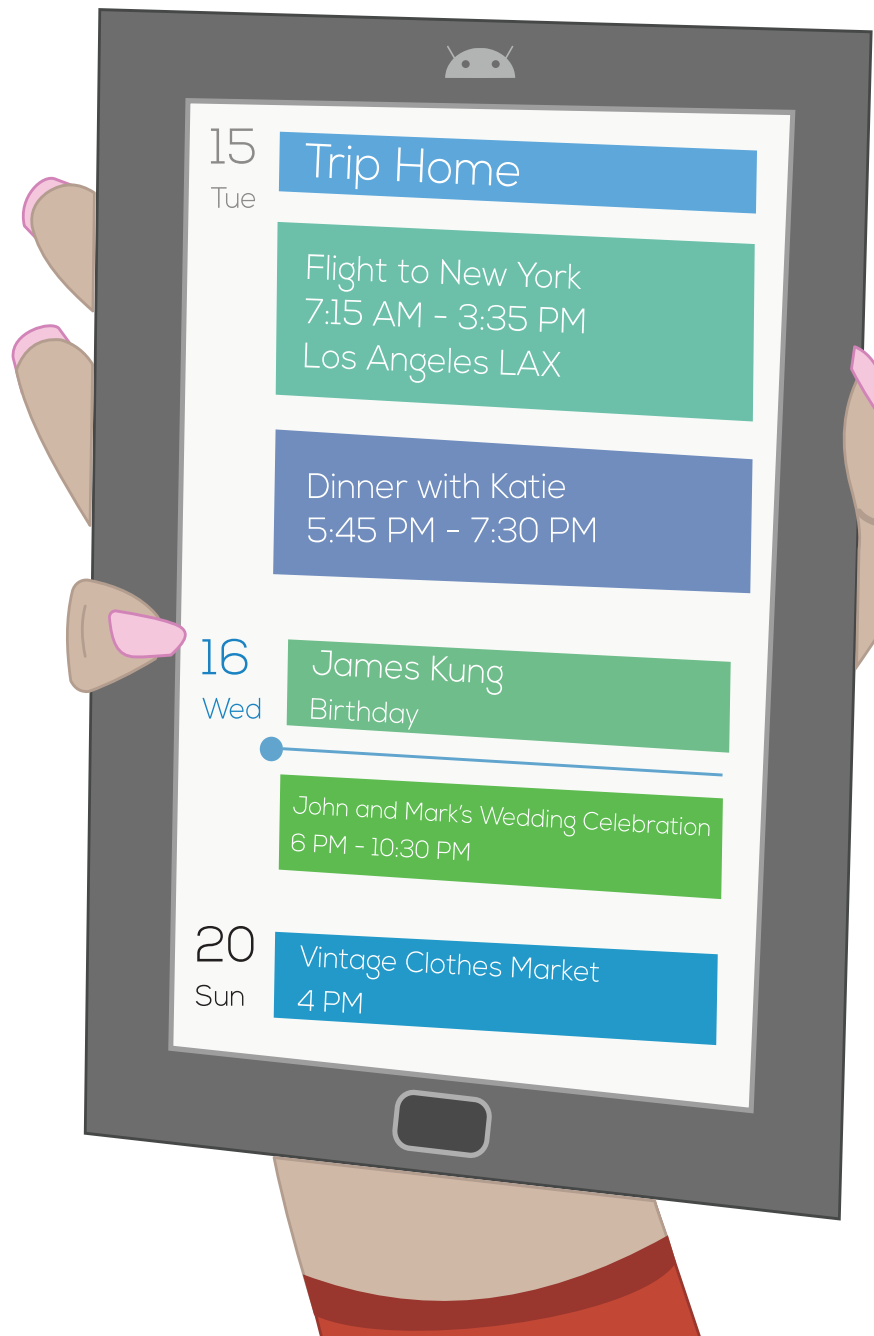




Calendar

Learn on your own

The Calendar app is just like a paper calendar. You can use it to remind yourself about birthdays, meetings, and appointments.



Presented by



With funding from



Google Calendar

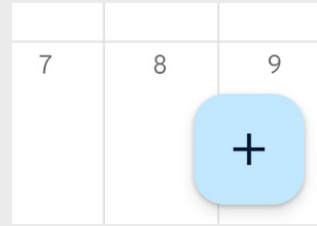
1



Find the Calendar App

- Find the Calendar app. You can look for it on your device's home screen or in the app launcher. The app launcher shows you all the apps you have on your device.
- Tap on the Calendar app to open it

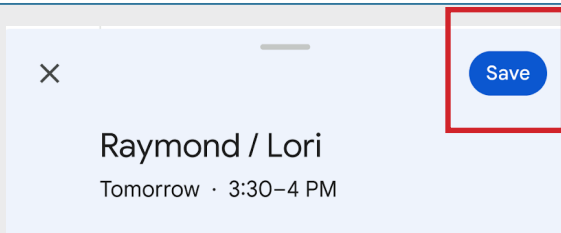
2



Create a calendar event

- You can switch between screens to show the day, week, and month. To do this tap the **3 line** buttons at the top left corner of your screen and tap what you want to see.
- The **create an event** button is the **+** icon at the bottom right corner of your screen. This button lets you make a new entry in the calendar.
- A calendar event is like writing something into a paper calendar. It could be a reminder for an appointment, or someone's birthday.

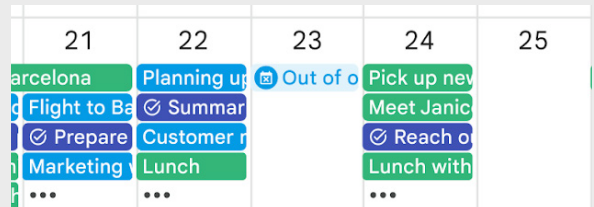
3



Fill in the event details

- Create an event
- Make a reminder for someone's birthday
- Add information to as many text boxes as you can
- When you're done, tap **Save**

4



Practice

- Practice adding more events. For example, you could add:
 - An upcoming doctor's appointment
 - A reminder to do your laundry
 - Another birthday