## **Navigating the Committee Calendar**

17 Steps View most recent version

Created by Creation Date Last Updated

Engagifii Inc. October 9, 2023 October 9, 2023

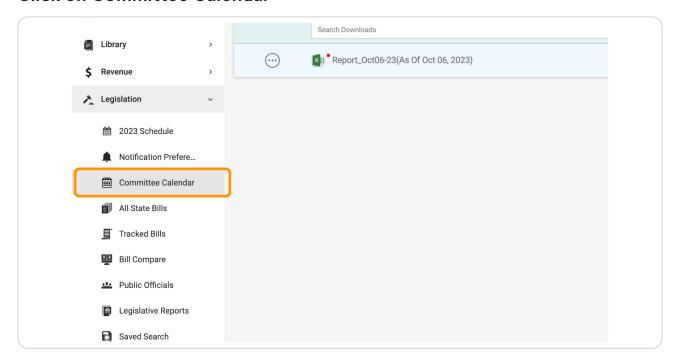


## **Click on Legislation**

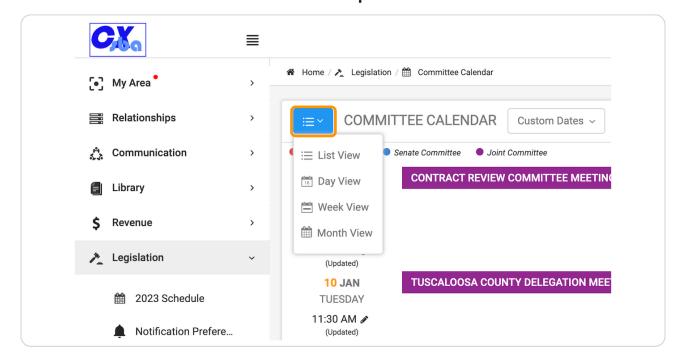




## **Click on Committee Calendar**

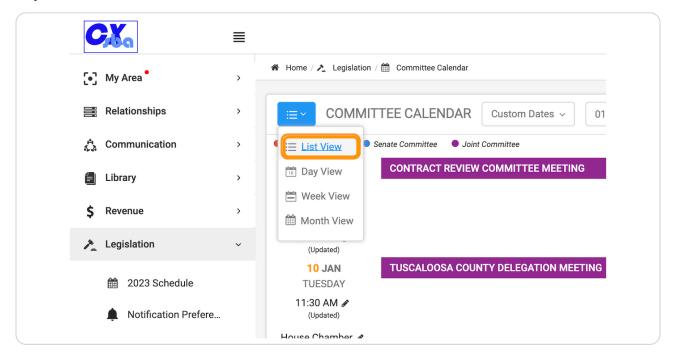


## STEP 3 Click on Calendar Button to see View Options



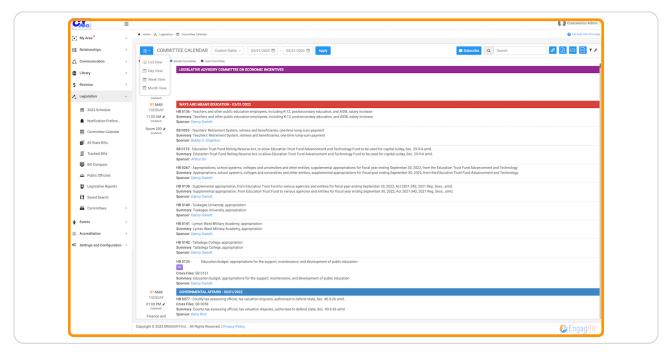
STEP 4

## If you want to see a full view of the calendar, Click on List View



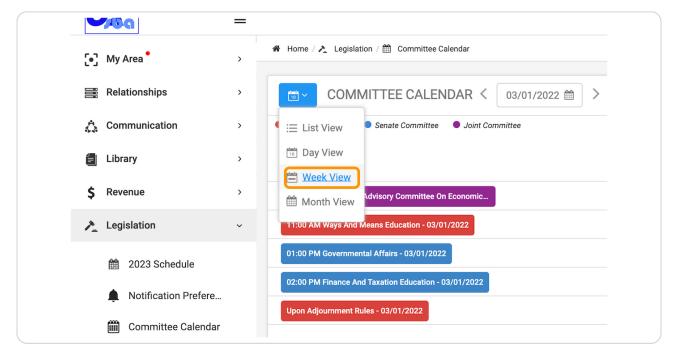
#### STEP 5

## If you want to see the daily view of the calendar, Click on Day View



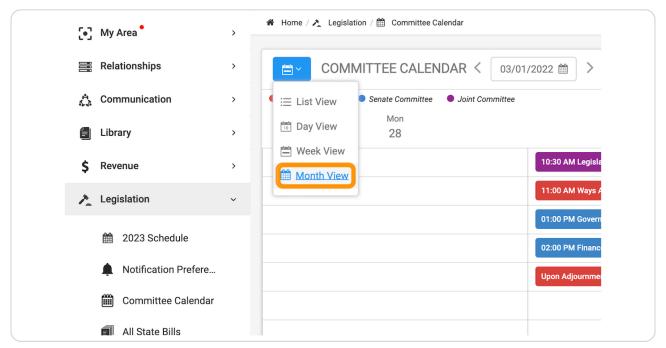
STEP 6

If you want to see the weekly view of the calendar, Click on Week View



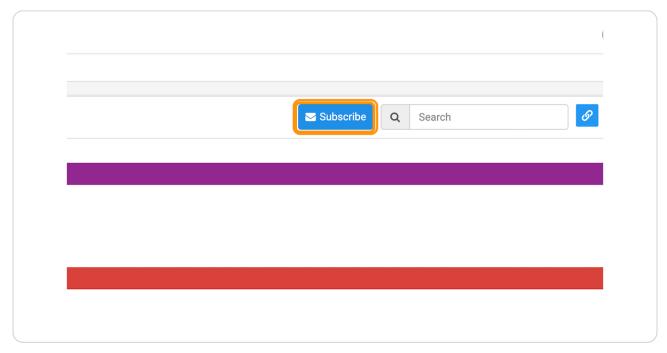
STEP 7

If you want to see the monthly view of the calendar, Click on Month View



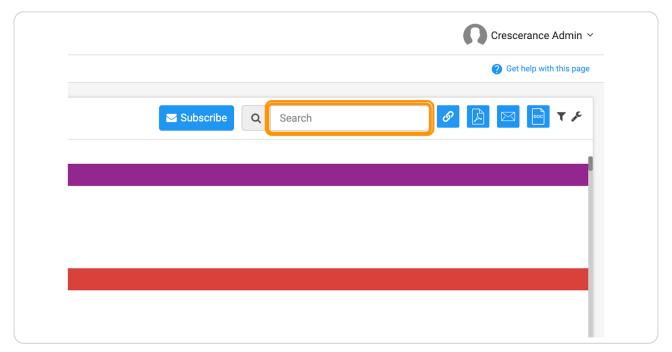
STEP 8

If you want to be alerted for any upcoming sessions, Click on Subscribe

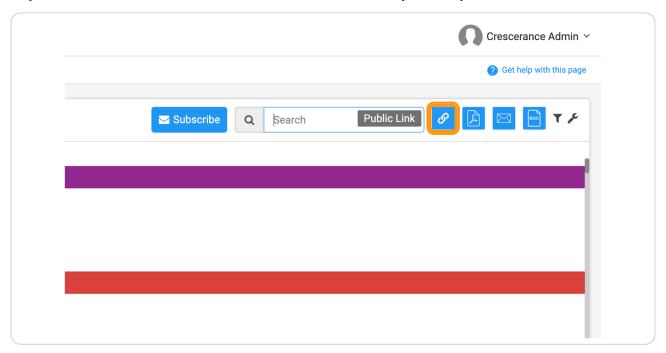


STEP 9

If you are looking for a specific session, Click on Search

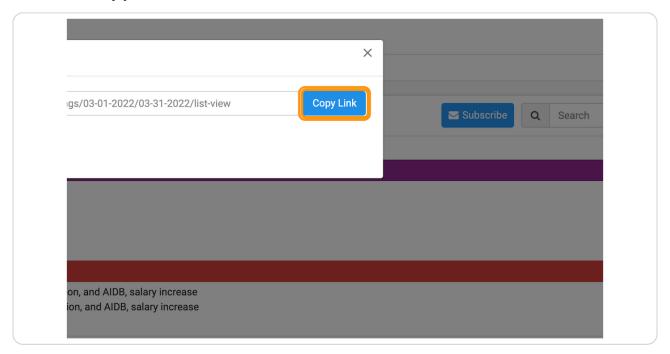


## If you want to share the committee calendar, publicly



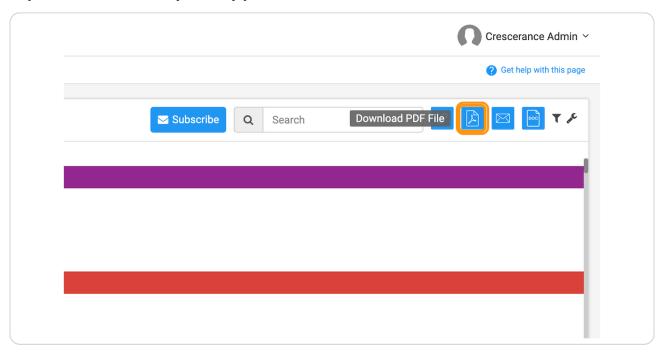
### **STEP 11**

## **Click on Copy Link**

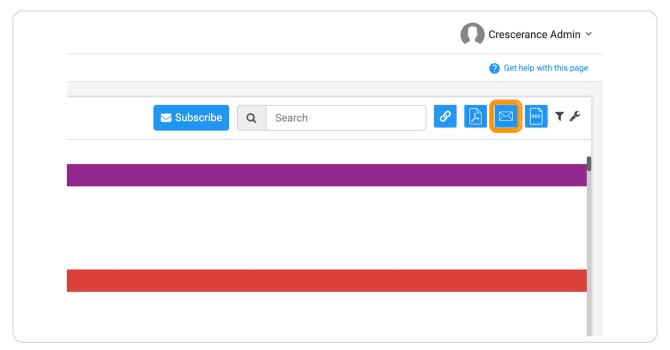


**STEP 12** 

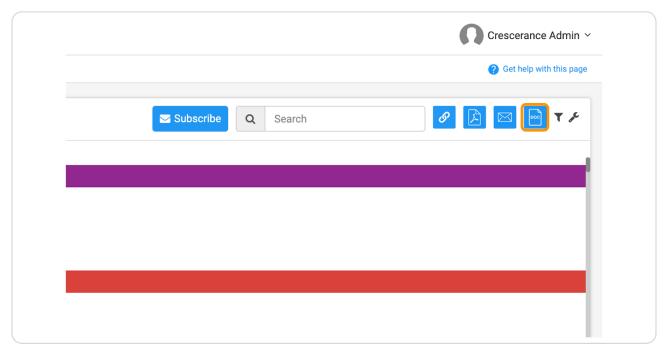
## If you want to have pdf copy of the committee calendar



# STEP 13 If you want to share the committee calendar, via email

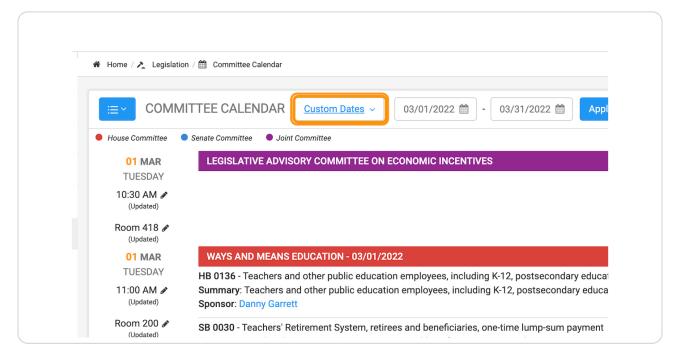


## If you want to have a word copy of the committee calendar

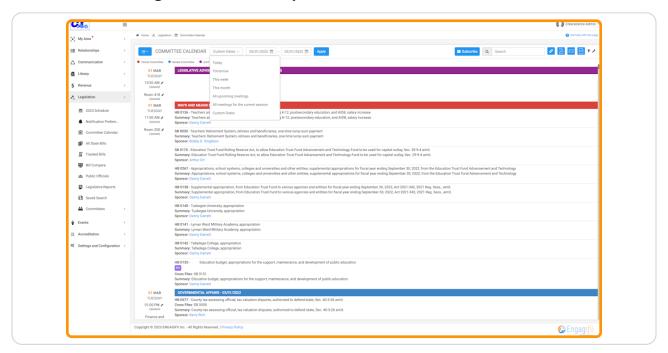


## STEP 15

## If you want to see the view of the calendar by specific timeline



## Click on the designated timeline you wish to view



### **STEP 17**

## **Click on Apply**

