

Design and Navigation - VCE Unit Office Calendar System

In this module, we will review the calendar design and navigation features of the calendar.

Washington County
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2010 Jan Feb Mar Apr May Jun Jul Aug Sep Oct Nov Dec 2012

November 2011

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
30 Oct	31	1 Nov	2	3	4 Middleburg AREC Animal Agriculture Holiday Card Appreciation Design Contest	5
6	7	8	9	10	11	12
13	14 Middleburg AREC Animal Agriculture MARE Center Holiday Card Design Contest	15 Middleburg AREC Animal Agriculture Animal Emergency Preparedness	16	17 Animal Agriculture Cattle Handling Demonstration - Beef Quality Assurance	18	19
20 Smyth County Animal Agriculture Smyth Washington Cattleman's Meeting	21	22	23	24	25	26
27	28	29	30	1 Dec	2	3

Select an Office Calendar Select a Topic Calendar [RSS Feed](#)

Display: System Options: [Login](#)

Above you see a screenshot of what the calendar may look like in a particular month for a particular unit. Clicking on the “Calendar” link from the unit office’s website will always take you to the current month for that unit.

At the top, you can select calendars from the previous or next year for the selected month, or for other months during the current calendar year.

Changing Calendar Views

At the bottom there is a display option, which has the default values of “Month” and “Block.”

You can change the “Month” option to either show events for only the current week, or for today only.

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Oct 2 Oct 9 Oct 16 Oct 23 **Oct 30** Nov 6 Nov 13 Nov 20 Nov 27

October/November 2011

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
30 Oct	31	1 Nov	2	3	4 Middleburg AREC Animal Agriculture Holiday Card Appreciation Design Contest	5

Select an Office Calendar Select a Topic Calendar RSS Feed

Display: Week Block System Options: Login

The above screenshot shows what the calendar looks like in the Week view, for example.

On the Week view, you can select to view any of the four past or future weeks by clicking the dates above the calendar. On the day view, you can select any day of the month.

In the “Block” Drop down, you can also select to view the calendar in either the “List” or “Condensed List” view.

The screenshot shows the Washington County Virginia Cooperative Extension website. The header includes the organization's name and logos for Virginia Tech and VSU. A navigation bar contains links for Home, Programs, Staff, Get Involved, Calendar, Links, News, Contact Us, and VCE Home. Below the navigation bar is a month selector showing 2010, Jan, Feb, Mar, Apr, May, Jun, Jul, Aug, Sep, Oct, Nov, Dec, and 2012. The main content area is titled "1 November 2011 - 30 November 2011" and displays a condensed list of events:

Nov 4	Fri	Middleburg AREC Animal Agriculture Holiday Card Appreciation Design Contest
Nov 14	Mon	Middleburg AREC Animal Agriculture MARE Center Holiday Card Design Contest
Nov 15	Tue	Middleburg AREC Animal Agriculture Animal Emergency Preparedness
Nov 17	Thu	Animal Agriculture Cattle Handling Demonstration - Beef Quality Assurance
Nov 20	Sun	Smyth County Animal Agriculture Smyth Washington Cattleman's Meeting
		Smyth County Animal Agriculture Legislative Meeting

Below the calendar, there are two dropdown menus: "Select an Office Calendar" and "Select a Topic Calendar". To the right of these is an "RSS Feed" link. At the bottom, there is a "Display:" section with "Month" and "Condensed" options, and a "System Options:" section with a "Login" link.

The above screenshot shows the Condensed List view. This shows dates in rows across the page with the events going on for those dates. In the Condensed List view, the calendar only shows dates for which there are events scheduled. On the List view, the calendar will show a row for every day, regardless of whether anything is scheduled or not.

Changing Calendars

Below the calendar, there are two drop down menus: one is labeled “Select an Office Calendar” and the other is labeled “Select a Topic Calendar.”

Under the “Select an Office Calendar dropdown, you can select any calendar for any VCE Unit Office or AREC across the state. Once you select the calendar, you will automatically be taken to that calendar.

There are also several Topic Calendars that you can select from the “Select a Topic Calendar” dropdown, where you can view all the events tagged with that topic.

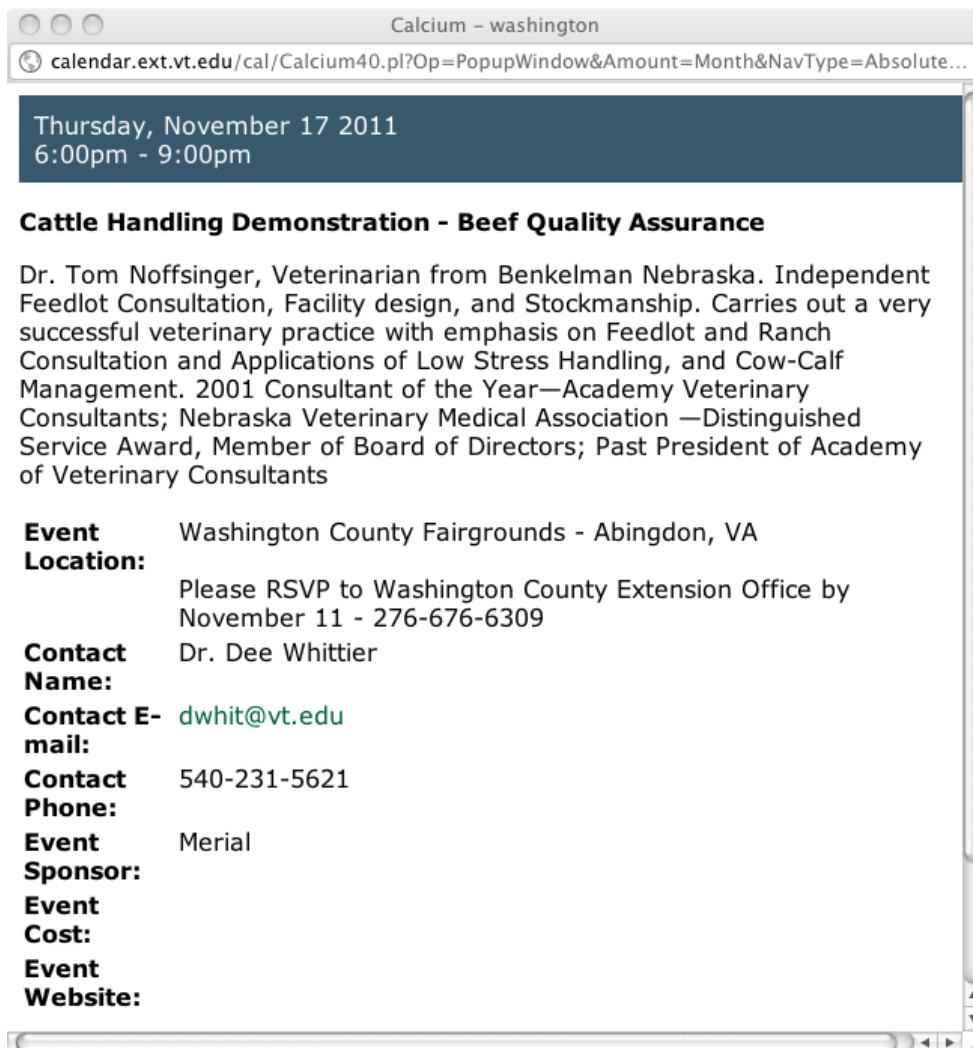
Calendar Events

A screenshot of an event entered into the calendar is to the right. All event listings on the calendar will tell you general topic of the event, the title of the event, and the location of the event, if applicable. Unless otherwise noted, the event location is in the unit of the calendar you are viewing. This was an event on the Washington County calendar, so this event is taking place in Washington County since it does not have any location information displayed.



17
Animal Agriculture
**Cattle Handling
Demonstration
- Beef Quality
Assurance**

To see more information about the event, click on the event title. When you do, you should see a pop-up that looks something like this:



Calcium - washington
calendar.ext.vt.edu/cal/Calcium40.pl?Op=PopupWindow&Amount=Month&NavType=Absolute...

Thursday, November 17 2011
6:00pm - 9:00pm

Cattle Handling Demonstration - Beef Quality Assurance

Dr. Tom Noffsinger, Veterinarian from Benkelman Nebraska. Independent Feedlot Consultation, Facility design, and Stockmanship. Carries out a very successful veterinary practice with emphasis on Feedlot and Ranch Consultation and Applications of Low Stress Handling, and Cow-Calf Management. 2001 Consultant of the Year—Academy Veterinary Consultants; Nebraska Veterinary Medical Association —Distinguished Service Award, Member of Board of Directors; Past President of Academy of Veterinary Consultants

Event Location: Washington County Fairgrounds - Abingdon, VA

Please RSVP to Washington County Extension Office by November 11 - 276-676-6309

Contact Name: Dr. Dee Whittier

Contact E-mail: dwhit@vt.edu

Contact Phone: 540-231-5621

Event Sponsor: Merial

Event Cost:

Event Website:

The pop-up will display the event's date and time, the event's title, a description of the event, the location of the event, contact and sponsor information for the event, and whether the event costs money or has a website.