

Inserting your Connect Daily Calendar into your current website.

These instructions are meant for the person or persons who are currently managing/maintaining your schools website. If you are not the person who is in charge of managing/maintaining your schools site, please forward these instructions to that person.

There are many different ways to connect your Connect Daily calendar to your schools site. You will be provided with the url (web address) to your Connect Daily calendar below. If you are aware of what you need to do with the address you may continue unassisted.

- Calendar link

Connecting your Connect Daily calendar

Using Pagelime's online site editor

1. Sign into your Pagelime account and navigate to the calendar page of your site. Click the edit button directly above the content area.
2. Whatever is currently located on this page will be replaced with the calendar link provided above.
3. Type Calendar, highlight the word (Calendar) and make it bold.
4. While the Calendar is still highlighted click on the link tool (looks like a world with a paperclip in front of it). Paste the link provided above into the link box.
5. Make sure to publish the page and then test your links in your site.

Editing your site in a standalone web page editor (Dreamweaver, NVU, Pagebreeze)

1. Create the calendar link by typing the work calendar where you wish the link to be.
2. Highlight the word calendar, and click on your editor's link tool.
3. Using the addresses provided paste the link into the link editor's link box.
4. Save and publish/upload.

If you need help getting your new Connect Daily calendar on your schools web site please contact Michael Morris at mmorris@washoeschools.net