

DIRECTIONS TO LINK THE ECS WEBSITE CALENDAR OF EVENTS TO YOUR PHONE  
Updated October, 2019

- 1) from your phone, visit our [www.ecswa.org/events](http://www.ecswa.org/events) page
- 2) scroll down until you reach the bottom of this month's calendar
- 3) click on the red "+ EXPORT EVENTS" bar
- 4) download the file
- 5) open the file with whichever calendar app you use on your phone
- 6) choose the event(s) you want to add to your calendar (you can add events "one-at-a-time" by clicking on each event you want, or "ADD ALL").

Please note: new events may be added to the website and/or event information may change after the date you initially download the calendar. Please double-check event information dates/times in the ECS newsletter each week!

The screenshot shows the Eastside Christian School website navigation menu (ABOUT US, ADMISSIONS, SPIRITUAL LIFE, ACADEMICS, COMMUNITY, SUPPORT) and a calendar for September. The calendar includes events like 'All-School Chapel', 'Split Chapel (MS: 8:50-9:30; K-2: 9:40-10; 3rd-5th: 10:10-10:40)', 'Board of Directors Meeting', and 'No School, Preschool - 8th Grade'. A red bar at the bottom of the calendar is labeled '+ EXPORT EVENTS'.

You may also add just one event at a time by clicking on the DAY on which the event is listed and then clicking on the red "+ GOOGLE CALENDAR", "+ IICAL EXPORT" or "+ EXPORT EVENTS" bar under the single event.

Finally, each event on the website calendar gives you the option to share on Facebook, Twitter, LinkedIn, or via a personal email to someone you know.

The screenshot shows the Eastside Christian School website navigation menu (ABOUT US, ADMISSIONS, SPIRITUAL LIFE) and a specific event page for 'No School, Veteran's Day' on November 11. Below the event title are three red buttons: '+ GOOGLE CALENDAR', '+ IICAL EXPORT', and 'Share This Event!'. Social media sharing icons for Facebook, Twitter, LinkedIn, and Email are also visible.