

Isidore Tip - Add the Academic Calendar to the Isidore Schedule Tool

Are you utilizing the 'Schedule' tool in your Isidore site(s)? It's simple enough to add due dates and other important class dates to your schedule, but wouldn't you like an easy way to add the UD Academic Calendar events as well? Well, now you can! Follow the 4 simple steps below and the events will be added in no time.

1. Log into your Isidore site.
2. Go to the 'Schedule' tool - which some instructors have renamed 'Calendar.'
3. Click the 'Subscriptions (import)' button at the top of the page.
4. Check the box under the 'Subscribed' column next to 'Academic Calendar,' 'Law School,' or 'Holidays,' and click the "Save" button at the bottom of the screen.

That's it! You've now added the academic calendar events to your site.

If you switch your calendar into 'month' view you'll be able to see all of the dates listed - as shown below. All of the events begin at 4:00 a.m. so that they don't interfere with events that you enter (unless the event occurs at a specific time like 9 a.m. when grades are due).

Sun	Mon	Tue	Wed	Thu	Fri	Sat
27	28 Grades m...	29 Last day...	30	31	1	2
3	4 Classes ...	5	6	7	8 Last day...	
10	11	12	13	14	15	
17	18 Martin L...	19	20	21	22	
24	25 Last day... Last day...	26	27	28	29	
31	1	2	3	4	5	6

The red schoolhouse icon indicates that the event is coming from the Academic Calendar

Legend		
Academic Calendar	Activity	Cancellation
Class section - Discussion	Class section - Lab	Class section - Lecture
Class section - Small Group	Class session	Computer Session
Deadline	Exam	Meeting
Multidisciplinary Conference	Quiz	Special event
Web Assignment		