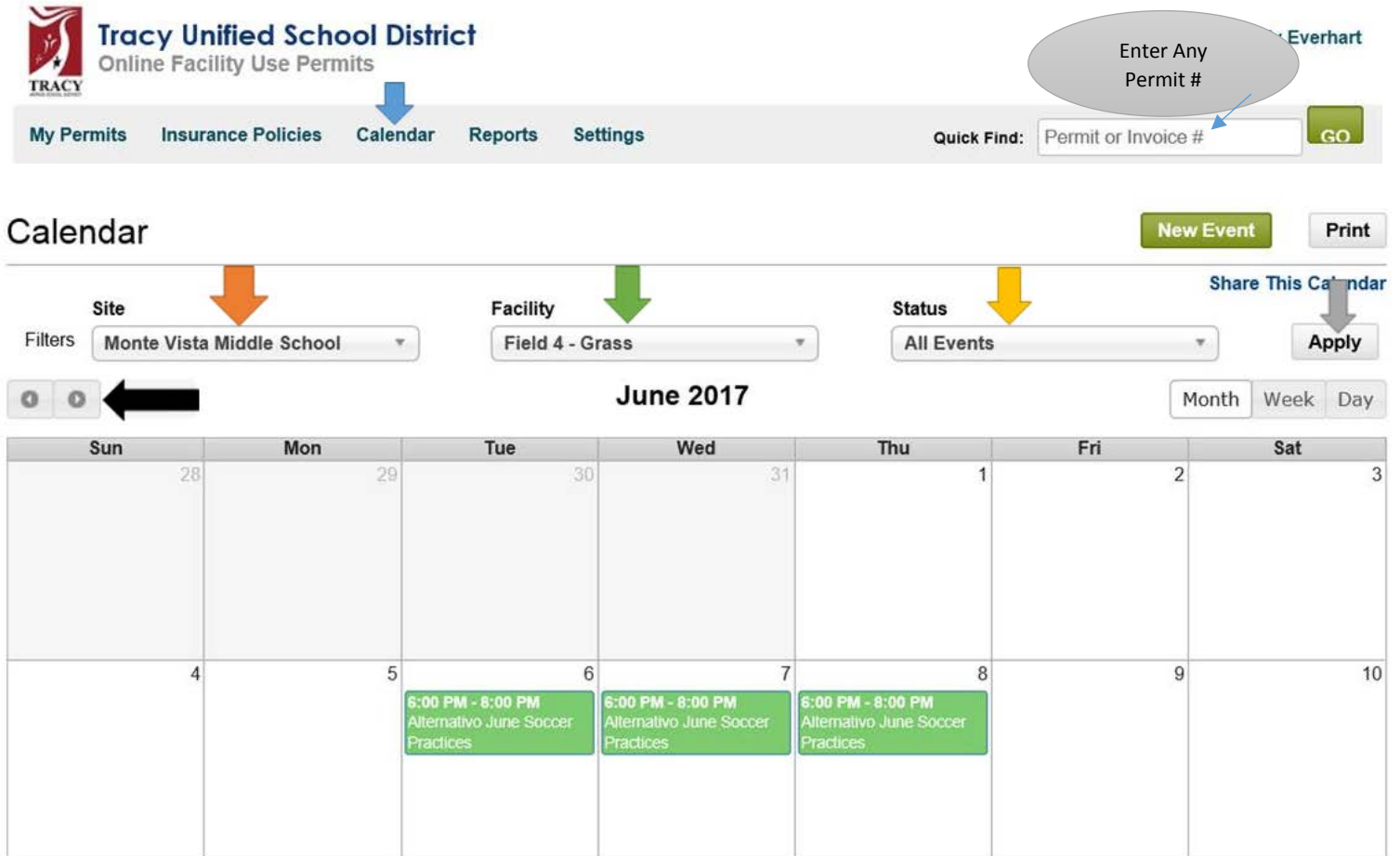


How to View A Calendar



Tracy Unified School District
Online Facility Use Permits

My Permits Insurance Policies **Calendar** Reports Settings

Quick Find: Permit or Invoice #

Calendar

Filters Site: Monte Vista Middle School Facility: Field 4 - Grass Status: All Events

June 2017

Sun	Mon	Tue	Wed	Thu	Fri	Sat
28	29	30	31	1	2	3
4	5	6:00 PM - 8:00 PM Alternativo June Soccer Practices	6:00 PM - 8:00 PM Alternativo June Soccer Practices	6:00 PM - 8:00 PM Alternativo June Soccer Practices	9	10

To look at site calendars, click on Calendar in the top menu ↓ In the Filters section you will select Site ↓ Facility ↓ (select type of field) and Status ↓ (select approved events-however if you select All Events you can see permits that are in process and may be approved soon). Once you have selected all the filters you must hit Apply ↓ to move month to month hit the left/right arrows ←

Permits are color coded. **Green colored permits are APPROVED.** Any other colors, permits are still in process and facility should not be in used.