Activity Scheduler
Parent Guide

General Orientation: Public View Site Orientation

Here’s a quick tour to an rSchoolToday Activity Scheduler:
A. Categories

Mark the checkbox to select “All” or specific categories then click on the “View” button. All the activities scheduled for the selected categories will be displayed in the Calendar.

B. View Schedules

Select specific schedules and click on the “View” button. The activities related to the selected schedule(s) will be displayed in a report that you can print, email or download.
1. **Subscribe**

Receiving Schedules directly to your Calendar has never been this simple. Just follow the instructions below.

First, click on the **Subscribe** link to sync your schedules to your smartphone/tablet, Outlook, iCal or Google Calendar. Select the type of feed you want and it will automatically update your calendar with changes.

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**Bluegrass High School**

**Multiple-Activity Schedule** *(as of 04-02-20)*

**SUBSCRIBE TO THESE SELECTED SCHEDULES**

**IMPORTANT NOTE:** This feed is for **PERSONAL** use only. Any business or organization that wants this information, even if for providing it back to the school in **ANY** form, should contact rSchoolToday at: support@r schoolday.com for a simple license agreement.

Click the icon below to select the type of feed you want. Any future updates on these schedules will automatically write to your calendar or feed.

**CALENDARS**

- **OUTLOOK** Click the icon to add your selected schedules to your Outlook Calendar. Not: Some versions of Internet Explorer have limits.
- **iCAL** Click the icon to add your selected schedules to any iCal device (Mac, iPhone, iPad, etc).
- **GOOGLE** Click the icon for instructions and the link to paste into any Google Calendar.

**RSS READERS**

- **RSS** Click the icon to add your selected schedules to your RSS Reader.
- **GOOGLE** Click the icon to add your selected schedules to your Google Reader.
- **YAHOO** Click the icon to add your selected schedules to your Yahoo Reader.

**NOTE:** Google Reader will not take more than 15 schedules. Yahoo Reader will not take more than 5 schedules. Please subscribe one by one.

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2. **Notify Me**

If you want to stay updated with School Events, and receive Email or Text Reminders about your preferred activities, sign up to Notify Me. To set up Event Reminders, follow the steps above:

To start, open the School Athletic Calendar website and from there:

1. Click **"Notify Me"** to register or edit your preferences (If you are already subscribed).
2. To Create an account, enter your Email address, the desired password and click "Create My Account." Returning users will be directed to "Choose Activities".

If you already have an account, after logging in, the system will take you to the 'Choose Activities' screen to edit your preferences.
Step 1 – My Account— Enter all information requested to receive the Event Reminders via Email or Text.

Bluegrass High School

My Account

In Notify Me, you can set yourself up to receive automatic texts and email notifications for any of the activities you're involved with.

First Name*
Paul

Last Name*
Johnson

Primary Email Address
johnson.johnson@gmail.com

Mobile Phone Number
212 310-0999

Mobile Provider
AT&T ( lends.net )

Desired Password

Who Are You?
Parent

Important Notice

Many spam blockers will not let these auto-notification emails that something we can control. If you think there is a chance for the email company on your internet service provider, please copy this paragraph of text into an email messages from notifybluegrass@bluegrass or email.let@the.com to be delivered to you.

Step 2 – Choose Activity— Select the activities that you want to keep track of and mark the checkboxes next to them. When finished, click 'Continue to Next Step' button.

A. Categories List – This list lets you filter the Activities per Categories. These Categories are related to the School-Only Events displaying on the right side of the screen.

B. Conference/Non-Conference Events – Select the Competitive and Non-Competitive Events of your interest.
Step 3 - Setup Notification Preferences — Setup how many hours/days in advance you want to be reminded about the Event. You can also be notified about any changes made to the Event Schedule by selecting the option ‘Schedule Changes Notifications’ for every activity in the list, and then clicking Save My Settings. These setups can be changed at any time upon logging to your account.
Get and download the App at your App Store by searching "Activity Scheduler."

FOR PARENTS, STUDENTS, and FANS: The Mobile Calendar allows you instant access to your School's Daily Calendar, Schedules, Rosters, and the latest Scores.

Need Support?
Email: support@rschooltoday.com
Monday-Friday from 7AM – 8PM central.