



5.3 Calendar Overview

Bright Pattern Documentation

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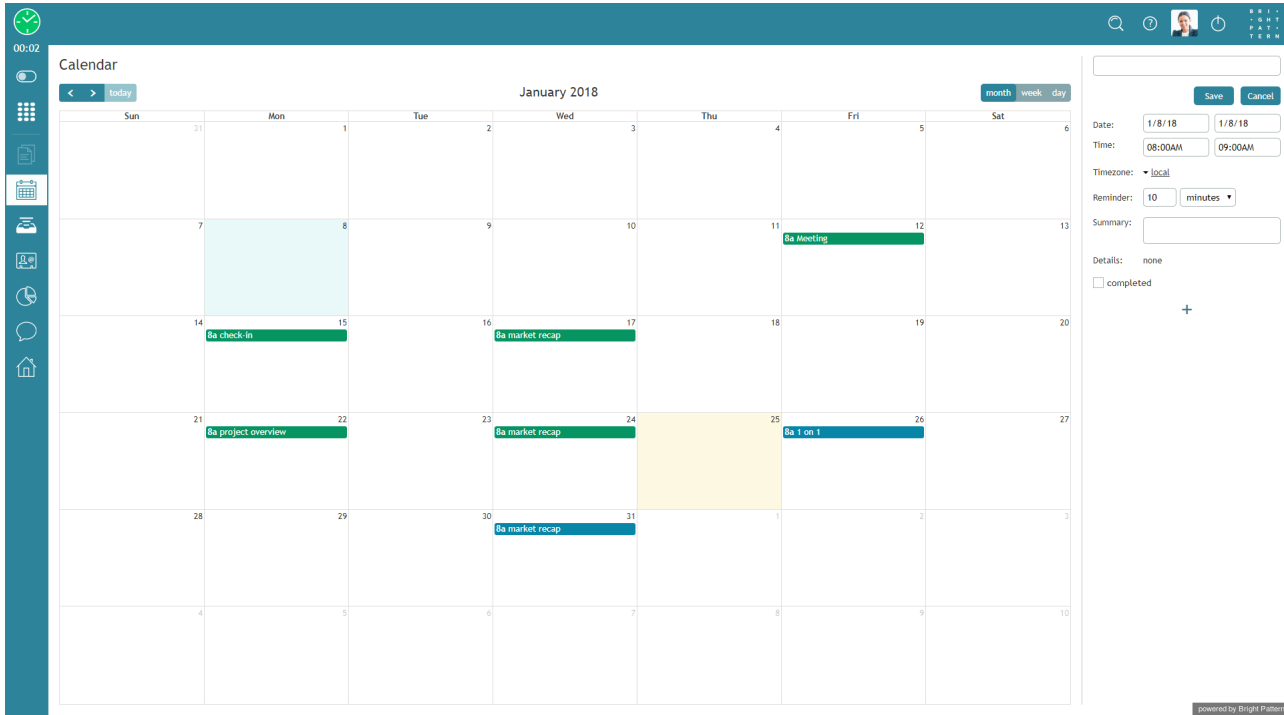
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Calendar Views

The calendar can be displayed in three different views: month, week, and day.

In each view, you can see, add, and change scheduled events for yourself or others by clicking anywhere on the calendar or on specific events or time slots. The current date is highlighted with a light yellow background. Clicking on an event shows its preview form to the right of the calendar.



Month view

Calendar

00:07

Jan 7 - 13, 2018

month week day

all-day

4am

5am

6am

7am

8am

9am

10am

11am

12pm

1pm

2pm

3pm

4pm

5pm

6pm

7pm

8pm

9pm

10pm

11pm

Sun 1/7

Mon 1/8

Tue 1/9

Wed 1/10

Thu 1/11

Fri 1/12

Sat 1/13

8:00 - 9:00

8:00 - 9:00 Meeting

Date: 1/8/18 1/8/18

Time: 08:00AM 09:00AM

Timezone: local

Reminder: 10 minutes

Summary:

Details: none

completed

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Week view

Calendar

00:13

January 8, 2018

Monday

month week day

all-day

4am

5am

6am

7am

8am

9am

10am

11am

12pm

1pm

2pm

3pm

4pm

5pm

6pm

7pm

8pm

9pm

10pm

11pm

8:00 - 9:00

Date: 1/8/18 1/8/18

Time: 08:00AM 09:00AM

Timezone: local

Reminder: 10 minutes

Summary:

Details: none

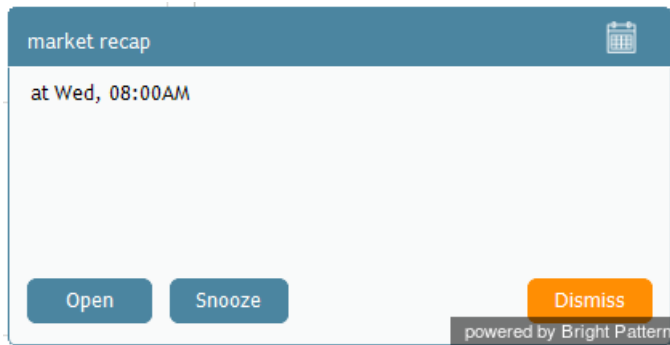
completed

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Day view

Calendar Reminders

You will receive reminders about your scheduled events according to their configured reminder times. A reminder will appear as a pop-up window showing the title and start time of the event.



Calendar event reminder

What you do with reminders is up to you.

- Click **Open** to review the event information. Note that the event will be automatically marked as completed.
- Click **Snooze** to be reminded about this event again in five minutes.
- Click **Dismiss** to close the reminder without any follow-up. Note that the event will be automatically marked as completed.

Calendar

- [Overview](#)
- [How to Edit Existing Events](#)
- [How to Open the Calendar](#)
- [How to Schedule an Event](#)

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