

Sharing a Calendar

PBWORKS

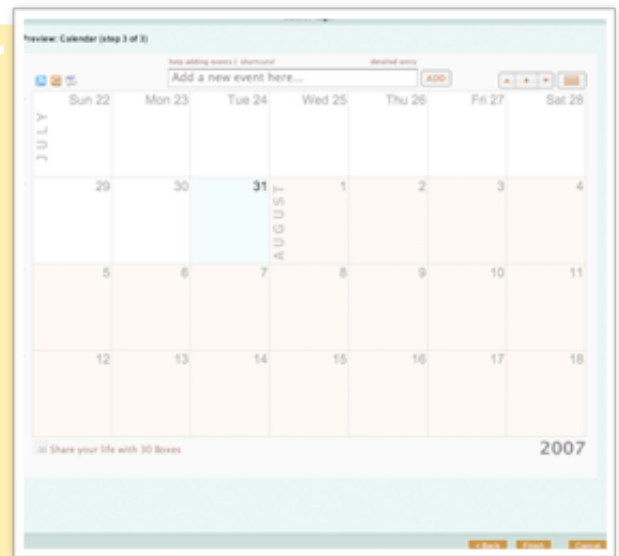
Q

What is the calendar plugin?

A

A plugin is a simple widget that you can insert into your workspace (see the image for other examples).

The Calendar plugin is an easy way for teachers to share deadlines and test dates. Everyone who has access to your workspace is able to view your calendar and add in their own schedule.



Q

How do I get started?

A

- 1 Create a workspace at PBworks.com
- 2 Click "Edit page"
- 3 Click "Insert plugin"
- 4 Choose "Productivity"
- 5 Select calendar
- 6 Press save. Your calendar is live!
Click on the calendar to insert a date.

Q

How can I use the calendar plugin?

A

- Set assignment deadlines
- Share test and quiz dates
- Plan student vacations
- Schedule field trips and activities

PBworks lets you create a free workspace in 30 seconds. Use PBworks to create your own safe online space where you and your students build a shared space to exchange files, collaborate on group projects, and share knowledge.

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