## Directions to Sign Up for DynaCal(Building Event Calendar) and Link to Your Personal Calendar

- 1. Go to http://www.bernardsboe.com
- 2. In the lower left corner, click "District Calendar"
- 3. Click: "Bernards Township Schools DynaCal" link.
- 4. Click on My DynaCal (Left side)



5. Click "Create a My DynaCal account"

## Welcome to My DynaCal

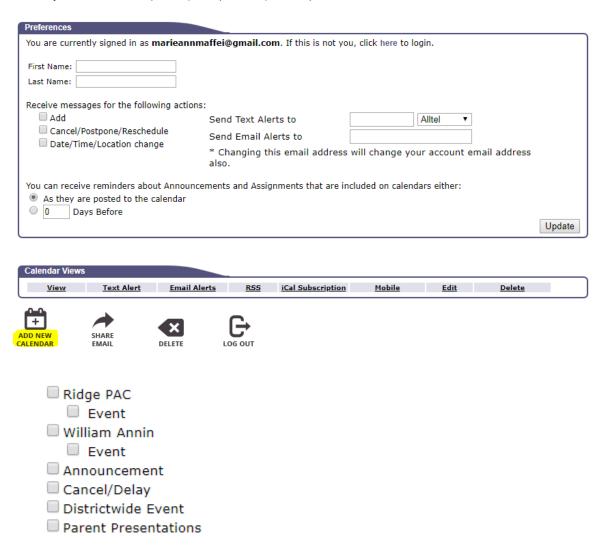
## Create new account Email Address Password Create Account Reset Password

Create a My DynaCal account
My DynaCal Privacy Policy

6. Fill in your Preferences and Choose Calendars you would like to subscribe to by selecting "ADD NEW CALENDAR" icon at the bottom.

## Welcome to My DynaCal

With My DynaCal you can create customized views of the **Bernards Township Schools** events, activities, news and assignments that you're interested in! Then, request Email Alerts, Text Alerts, subscribe to a RSS feed, or subscribe from your personal calendar (Google, Mac iCal, Trumba, Outlook 2007 or any other personal calendar that offers subscription capability). My DynaCal gives you the **Bernards Township Schools** information you want, when you want it, and how you want it!



- 7. Type a "Calendar Name" and select a calendar that you would like to subscribe to. Press Save. Your calendar will be added to your profile.
- 8. To link the calendar you just added to Outlook/Google Calendar, Mac iCal, or other personal calendaring program, please click on the flag icon as shown below.

For mobile access, please click the cell phone icon.

