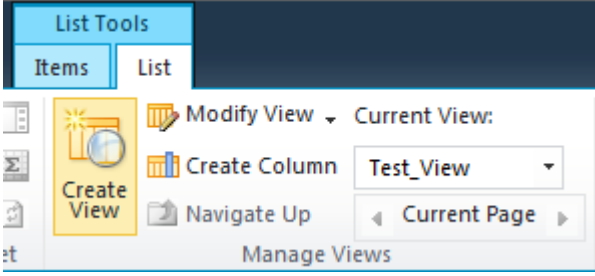
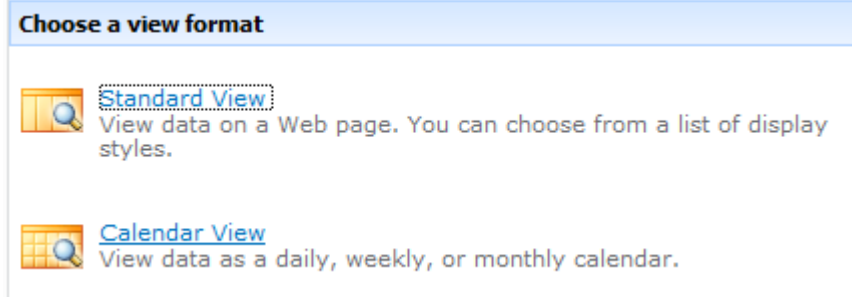
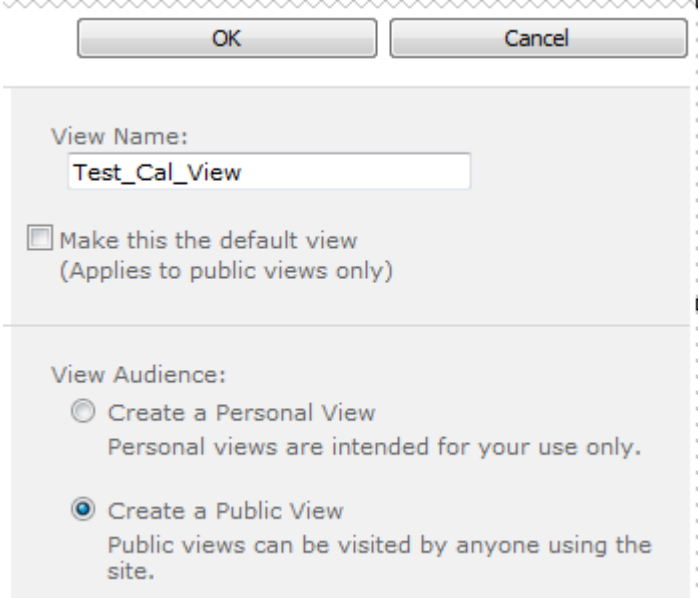
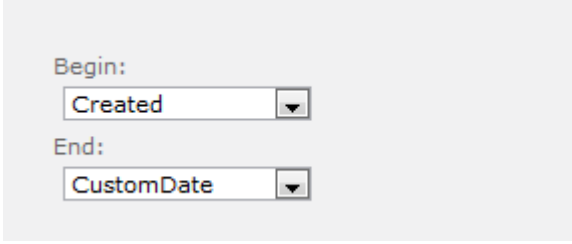
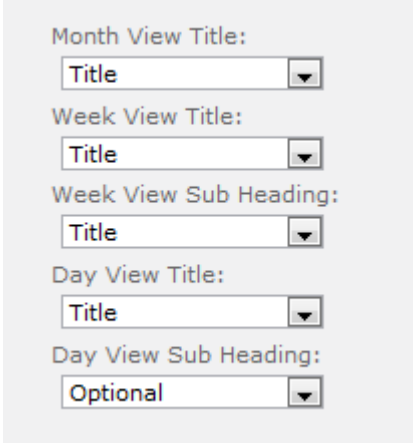
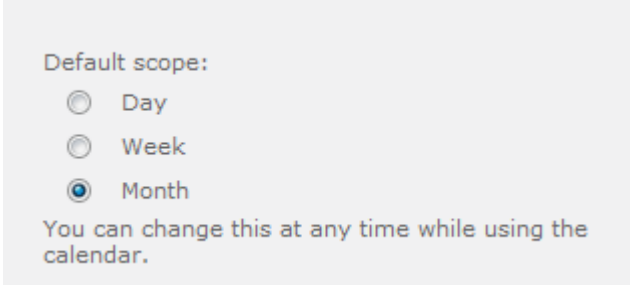


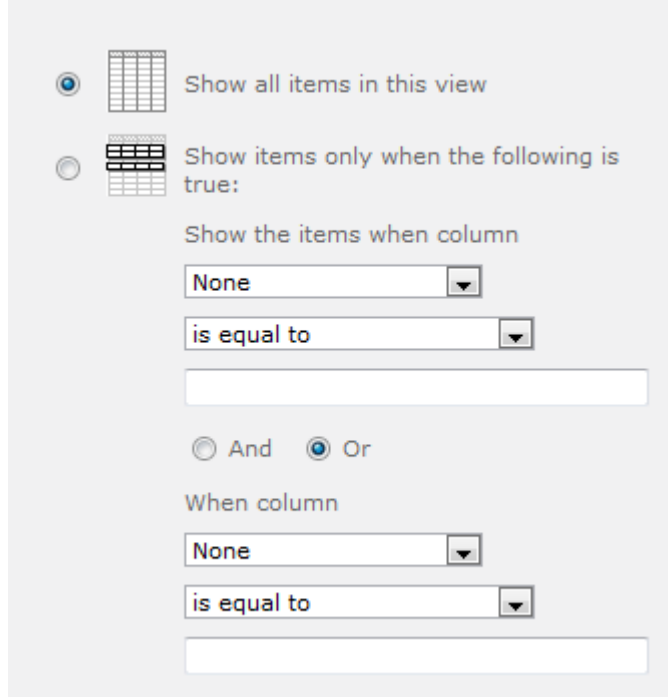
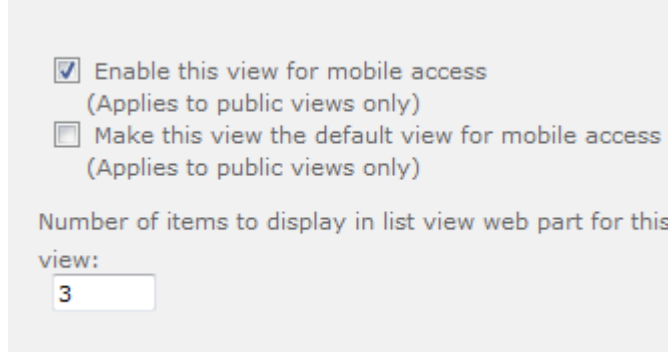
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<ul style="list-style-type: none"> SharePoint 2010 Calendar View 	<p>This view example shows how to add a calendar view so that items of value can be placed into a useful calendar.</p>
<p>1. Once on the page where a calendar view is desired select from the List Tools tab -> List -> Create View.</p>	
<p>2. Under Choose a view format select Calendar View.</p>	
<p>3. Under the View name: - enter in a name in this case its Test_Cal_View and select under View Audience, the desired audience.</p>	

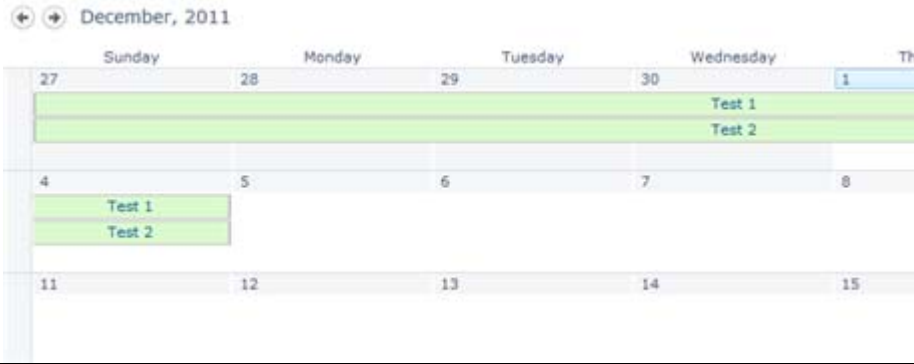

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<p>4. Under Time Interval select the desired Begin and End item columns to be utilized in this case here I've used Created and CustomDate from the previous view example.</p>	 <p>Begin: <input type="text" value="Created"/> ▼</p> <p>End: <input type="text" value="CustomDate"/> ▼</p>
<p>5. Under Calendar Columns select the columns that will displayed in the view. In this case I've made it easy and selected the display field to be the title. NOTE: the title field is required.</p>	 <p>Month View Title: <input type="text" value="Title"/> ▼</p> <p>Week View Title: <input type="text" value="Title"/> ▼</p> <p>Week View Sub Heading: <input type="text" value="Title"/> ▼</p> <p>Day View Title: <input type="text" value="Title"/> ▼</p> <p>Day View Sub Heading: <input type="text" value="Optional"/> ▼</p>
<p>6. Select the default scope.</p>	 <p>Default scope:</p> <p><input type="radio"/> Day</p> <p><input type="radio"/> Week</p> <p><input checked="" type="radio"/> Month</p> <p>You can change this at any time while using the calendar.</p>

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<p>7. Select the desired Filter</p>	
<p>8. Select the desired Mobile options and how many items to display in this view – the default is 3.</p>	
<p>9. Click OK when done and the view is saved</p>	

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<p>10. The view is then displayed in a calendar format.</p>	
<p>11. Selecting an item shows the data and if so desired the item can be edited by clicking Edit Item.</p>	
<p>12. The edit can be made and then the Save button selected.</p>	