How to Use the Events Calendar

SAN MATEO COUNTY OFFICE OF EDUCATION
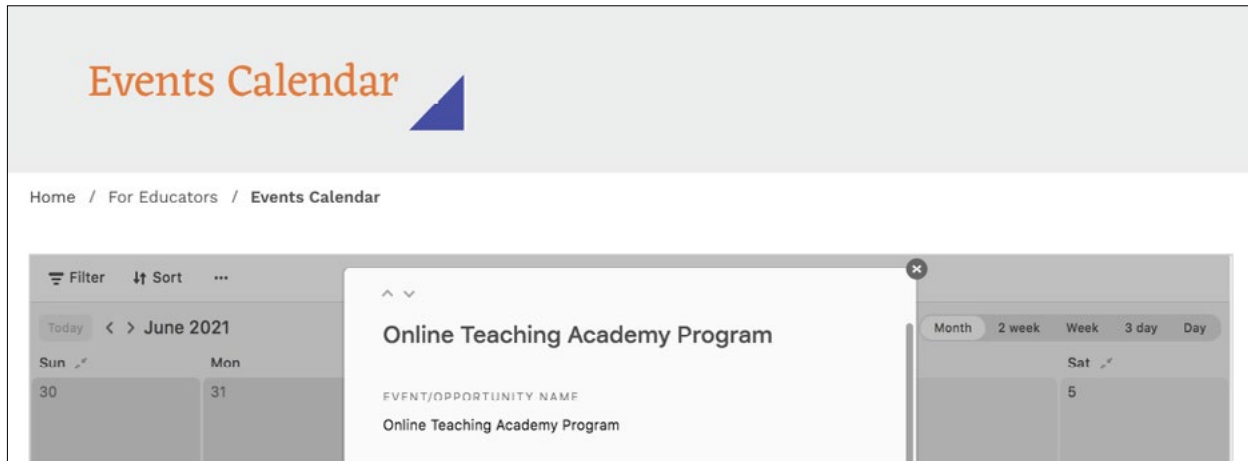
Click on each event to learn more about it. A window will pop up showing the event description, RSVP link, and other event details.

To Filter

- Click on "Filter"
- Click on "Add Filter"
- Change the field (e.g. subject area, date, audience) and operator (e.g. contains, is not, is empty) to filter through the events
- Add multiple filters as needed
- Remove a filter by clicking on the "x"

To Sort Multiple Events on the Same Day

- Click on "Sort"
- Change the field and function to sort the events
- Sort by multiple fields as needed
- Remove by clicking on the "x"

To Download or Print

- Click on the three dots next to "Sort"
- Choose to download or print the calendar

If you need any support using this site, please contact the **Communications team**.