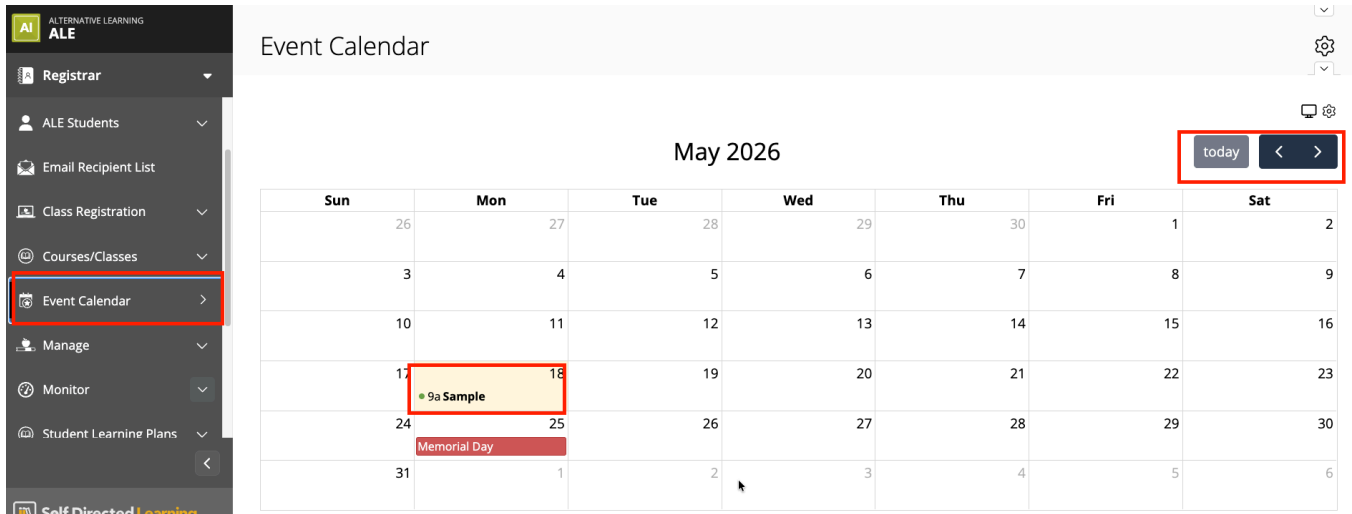


ALE View and Register for Events (Connect)

Here, you will learn to view and register for events in your school. This calendar will also display any holidays and non-student days entered via **Data Administrator >> Configure School Year >> Excluded Dates**.

ALL ROLES (Certificated Teacher, Program Manager, Registrar, Secretary, Staff, Parent/Guardian, Student

1. Start in the left navigation menu and choose **Event Calendar**.



The screenshot shows the ALE Event Calendar interface. On the left, a navigation menu is open with 'Event Calendar' selected. The main area displays a calendar for May 2026. A 'today' button and navigation arrows are highlighted in the top right. An event titled '9a Sample' is highlighted on Monday, May 18th, and 'Memorial Day' is highlighted on Friday, May 25th.

Sun	Mon	Tue	Wed	Thu	Fri	Sat
26	27	28	29	30	1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18 9a Sample	19	20	21	22	23
24	25 Memorial Day	26	27	28	29	30
31	1	2	3	4	5	6

2. Use the **arrow keys** in the top right to navigate.
3. Click the **today** button to return to today's date.
4. Click an event to view details or sign up to attend one that requires registration.
 - a. Click the **Sign-Up** button to register for an event that requires registration. The event color will change from light green to dark green to indicate that you have registered.
 - b. Click a **Dark Green Event title**, then click the **Red Remove Registration** button to unregister from an event.