

HOW TO USE THE OV ONLINE CALENDAR

By Mary W. von Ziegeler

Hello residents! We've had a lot of positive response to the new calendar launched last month on the OV website (www.oronoquevillage.com). This calendar contains the latest event updates.

The Villager is a terrific source for you, but calendar changes can't be made once the magazine goes to print, which is about two weeks before it gets to your black box. So, we hope this calendar will become your go-to source for event information.

If you need help, please see the instructions below. Or, call the Business Office (203-377-5313) or contact a member of the OV Geek Group, all of whom will do their best to help you navigate to and around our website. (A list of OV Geek Group members appears at the end of this article.)

How to Use the 2023 Calendar:

1. Log on to the private/resident side of www.oronoquevillage.com.
2. On the Home Page's Navigation tab/Menu, click on "Calendar & Events."
3. On the drop down, click again on "Calendar."
4. The Calendar will open and you may scroll down and click on each event to learn the details of the event. To change the calendar format, you may view by "Week" or "Month" or "Schedule." ("Agenda" - as shown in Image 2, at right - will be soon changed to "Schedule.")
5. Need to make a reservation? Scroll to the bottom of the calendar page and see the forms. Click on the form you want and print it. The forms are available here, but must be completed and submitted to the Business Office either as a hard copy or via an email attachment. If you prefer, forms are also available for pickup at the Business Office.
6. Finally, you may save this calendar on your device by scrolling to the bottom of the calendar and clicking on "Google Calendar" and following directions. If you save this as a favorite on your device, you may click on this calendar any time for the latest updates.
7. Need help? Business Office staff members as well as our OV Geek Group volunteers are available to help you register for the website and/or provide assistance in accessing the Address Book/Directory, finding your friends' telephone numbers, looking up events on the Calendar, contacting your representatives, submitting a Service Request form, checking out all of our Clubs and Groups or reviewing relevant documents.

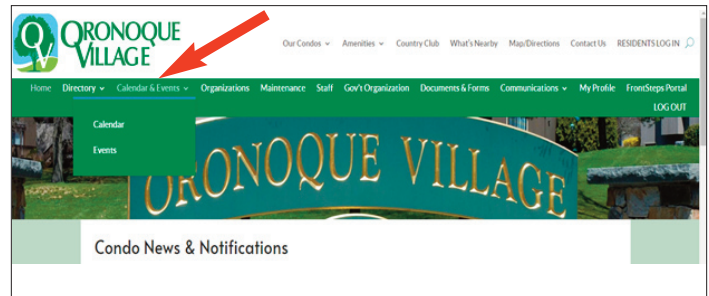


Image 1: Click on "Calendar & Events" and then scroll to "Calendar" to open.

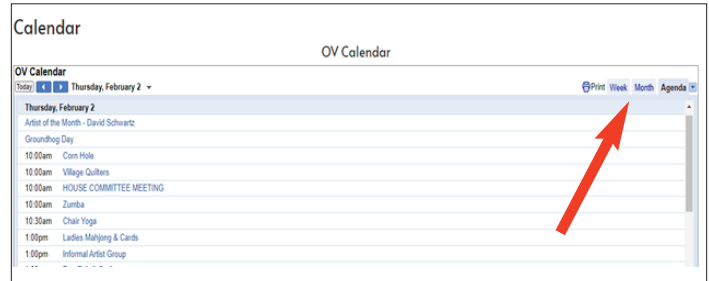


Image 2: You can view the calendar format by "week," "month" or "schedule." ("Agenda" will soon be changed to "schedule.")

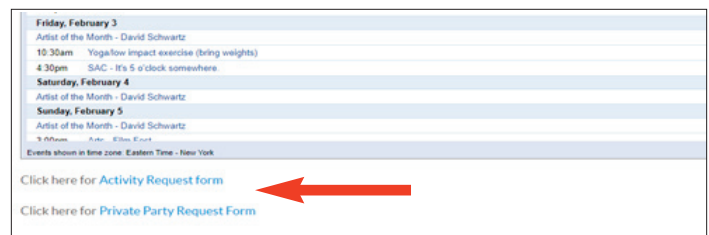


Image 3: Need to make a reservation? Scroll to the bottom of the calendar page to access forms for an Activity Request or a Private Party.

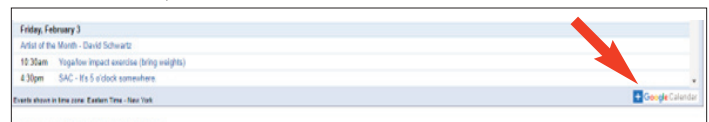


Image 4: You may save this calendar on your device by scrolling to the bottom of the calendar and clicking on "Google Calendar" and following directions.

OV Geek Group:

- Chris Albino - 203-520-3931
- Regina Archazki - 203-915-0781
- Dianne Binford - 203-240-1718
- Dave Bingham - 203-502-0131
- Linda Bittner - 203-414-8879
- Carolyn Charnin - 616-821-2537
- Petra Dinnan - 203-240-1718
- Tom Fuchs - 203-500-6646
- Bob Sabo - 203-216-4670
- Lee Shlafer - 203-345-1649
- Mary von Ziegeler - 203-767-9760