

Calendar of Events:

- Clicking on **Events** on the menu (available under *Masters menu*), brings up the consolidated calendar of Events on the portal.
- Default view is a list view which can be **exported** into excel also.
- To see the calendar view click on **Calendar** as marked
- To **Add** an event click on Add or in the calendar view double-click on the date of the event
- Clicking on Gear icon allows Edit, Detailed view, closure etc.

The screenshot shows the 'Event's List' page. At the top, there are logos for the Government of India, STAND UP India, and SIDBI. Below the logos, there is a search menu with 'Events' selected. The main content area has a search filter with fields for Event No, Event State, Event District, Subject, From Date, To Date, and Status. Below the search filter is a table of events:

Sr No	Event No	Event State	Event District	Subject	From Date	To Date	Description	Venue
1	EN2017Feb0000011	Maharashtra	Pune	SUI meet with DICI by RO	11/02/2017	11/02/2017	SUI meet with DICI organized by SIDBI Pune RO	Pune
2	EN2017Feb0000010	Rajasthan	Banswa	EDP programme	14/02/2017	17/02/2017	EDP programme	Banswa
3	EN2017Feb0000009	Kerala	Ernakulam	Training program for EDP	08/02/2017	10/02/2017	Training program for EDP	PND Ernakulam
4	EN2017Feb0000008	Andhra Pradesh	Vishakhapatnam	SUBC meeting on SUI	08/05/2017	09/05/2017	SUBC meeting on SUI	Andhra Bank
5	EN2017Feb0000007	Maharashtra	Thane	SUI Clinic - Thane	07/02/2017	07/02/2017	SUI Clinic scheduled by Thane RO	Thane
6	EN2017Feb0000006	Maharashtra	Mumbai Suburban	SUI Clinic - Mumbai	06/02/2017	06/02/2017	SUI Clinic by BKC RO and Mumbai RO	Mumbai

- The events are colour coded : **MAROON - HH agencies**
- Various **filters** are available to only view required events.
- User creating an event can only edit it
- - completed event
- - event due but not marked complete
- - event scheduled for future

The screenshot shows the 'My Calendar' page. It features a search filter with fields for Event State, Event District, Description, User, and Status. Below the search filter is a calendar view for February 2017. The calendar shows events scheduled for various dates, color-coded according to their status:

- February 4: SUI Clinic (Red)
- February 7: SUI Clinic - Thane (Blue)
- February 10: Training program for EDP (Red)
- February 11: SUI meet with DICI (Green)
- February 14: EDP programme (Maroon)

- In the Add / Edit Event, the State, District, From and to dates, subject, description, contact no. of event arranger, venue, no. of participants and an attachment in .pdf form can be uploaded (for report on the event. Photos if any has to be included in the pdf attachment).
- All events have to be marked closed.




The screenshot shows the 'Edit Event' page. The form contains the following fields:

- Event No: EN2017Feb0000012
- Event State: Maharashtra
- Event District: Indore
- From Date: 04/02/2017
- To Date: 04/02/2017
- Subject: SUI Clinic - Indore
- Description: SUI Clinic - Indore
- Contact No: [Empty]
- Venue: Indore
- No. of Participants: 20
- Attachment: [Upload]

Buttons for 'Save' and 'Cancel' are visible at the bottom of the form.

- Applicants can see the Calendars against each HH agency by clicking on the **calendar icon**. It would help them to select the agency based on programmes organized by these agencies.

The screenshot shows the 'Select Agency' page on the Stand-Up India portal. At the top, there are filters for 'Select State' (Punjab), 'Select District' (Barnala), and 'Select Area of Expertise' (Application filling/Project Re...). Below these filters is a table listing three agencies. The first agency, 'GTB Institute of Industrial Training Bhadaur Barnala', has a calendar icon circled in red in the 'Events' column. The table columns are: Sr.No., Agency Name, Email, WebSite, Contact Details, Address, Area Of Expertise, Events, and a 'Select' button.

Sr.No.	Agency Name	Email	WebSite	Contact Details	Address	Area Of Expertise	Events	Select
1	GTB Institute of Industrial Training Bhadaur Barnala road Bhadaur Distt. Barnala	gbito_bhadaur@hotmail.com	gbito_bhadaur@hotmail.com		Near Tin Koni, Bhadaur	• Skilling (Vocational) • Application filling/Project Report Preparation		Select
2	GTB Private ITI	gbitotapa@gmail.com	gbitotapa@gmail.com		Bathinda Road, Tapa,	• Skilling (Vocational) • Application filling/Project Report Preparation		Select
3	IIS @ IL&FS-Barnala	vishv.bhushan@iisindia.com	vishv.bhushan@iisindia.com	9414160977	IIS @ IL&FS-Barnala Takhashila-Trident Complex, Mansa Road, Dhuala, Barnala - 148101	• Skilling (Vocational) • Application filling/Project Report		Select

- On clicking the calendar icon, applicants would be able to view the calendar for the particular HH agency.
- For best results the HH agencies must also enter the events organized by them. Accordingly the HH agencies need to be sensitized.

The screenshot shows the 'Events' view for the selected agency. It features a calendar for February 2017. The calendar is currently set to 'today' and shows a grid of days. An event titled 'EDP programme' is highlighted in red on the 13th of February. The calendar interface includes navigation buttons for 'month', 'week', 'day', and 'list', and a 'Close' button.

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