

APPENDIX F Calendarwiz.com

Recommended desktop/wall-type online Calendar is Calendar Wiz found at calendarwiz.com which allows users to see at a glance all that is happening a month at a time. It is also very easy to print and used by numerous tourism-related businesses.

Key features include:

- Promote events and instant updates on website
- Customize colors and logos to match your brand.
- Simple copy & paste Javascript snippets or add by URL
- Social media, reminder and e-mail a friend buttons
- Add images, PDF's or documents to your events
- Free e-mail support.

Calendar Wiz also has the capability to be viewed as a listing which works better when viewing on one's phone. And calendarwiz.com just released a new RSVP feature that will allow someone to invite a person to an event and request a response (Accept, Maybe, Decline)



Desk or Wall Type On-line Calendar

Not only is the Calendar Wiz website calendar easy to update, it also has the capability for multiple people to input events on the calendar and allows one to customize the calendar to fit their brand and add their own color scheme! Entries in the calendar can also be color-coded to differentiate between Outdoor Recreation, Tourism, Community happenings, City or County meetings, School events etc.

The best part of Calendar Wiz is that it allows one to print a month-in-review calendar that could be placed on one's desk, on the refrigerator, inserted in a newspaper or other publications and even used as a placemat at local restaurants. See sample on next page.

SAMPLE OF AN ON-LINE CALENDAR PRINTED DIRECTLY FROM THE WEBSITE

April 2015

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1 ● Cardio Hip Hop 9:30 am ● Showcase Finale 6:00 pm ● CANCELLED - Open House - Salsa 7:00 pm - 8:30 pm ● Salsa Dance Party 9:00 pm	2 ● Nia Class 9:30 am ● Showcase Finale 6:00 pm ● Open House - Argentine Tango 7:00 pm - 8:30 pm	3 ● DanceWorks Studio Closed for Seattle's Easter Swing ● Cardio Hip Hop 9:30 am	4 ● DanceWorks Studio Closed for Seattle's Easter Swing
5 Easter Sunday ● DanceWorks Studio Closed for Seattle's Easter Swing	6 ● Cardio Hip Hop 9:30 am ● Move and MELT with Susan Creighton 12:00 pm - 1:00 pm ● Bronze 1/2 Tango 5:30 pm ● Bronze 1/2 Hustle 6:30 pm ● West Coast Swing 2 - Whips 7:30 pm ● Performance Class: WC Swing 3-4 8:30 pm	7 ● Nia Class 9:30 am ● Performance Class: Lindy and Swing 2 6:00 pm ● Bronze 3-4 Foxtrot/EC Swing 7:30 pm ● Introductory Foxtrot/Swing 8:30 pm	8 ● Cardio Hip Hop 9:30 am ● West Coast Swing 1A 6:00 pm ● Salsa 1 7:00 pm ● Salsa 2 8:00 pm ● Salsa Dance Party 9:00 pm	9 ● Nia Class 9:30 am ● Performance Class: "Big Spender" 6:00 pm ● Argentine Tango 1/2 7:30 pm ● Argentine Tango 3/4 8:30 pm	10 ● Cardio Hip Hop 9:30 am ● Nightclub Two-Step 2-3 7:30 pm ● Open Argentine Tango 8:30 pm ● Perfume de Tango - Argentine Tango Party 9:15 pm	11 ● International Tango 2-3 10:30 am ● International Cha Cha 2-3 11:30 am ● Performance Class: Line Dancing 1:00 pm
12	13 ● Cardio Hip Hop 9:30 am ● MELT Mondays! with Susan Creighton 12:00 pm - 1:00 pm ● Bronze 1/2 Tango 5:30 pm ● Bronze 1/2 Hustle 6:30 pm ● West Coast Swing 2 - Whips 7:30 pm ● Performance Class: WC Swing 3-4 8:30 pm	14 ● Nia Class 9:30 am ● Performance Class: Lindy and Swing 2 6:00 pm ● Bronze 3-4 Foxtrot/EC Swing 7:30 pm ● Introductory Tango/Waltz 8:30 pm	15 ● Cardio Hip Hop 9:30 am ● West Coast Swing 1A 6:00 pm ● Salsa 1 7:00 pm ● Salsa 2 8:00 pm ● Salsa Dance Party 9:00 pm	16 ● Nia Class 9:30 am ● Performance Class: "Big Spender" 6:00 pm ● Argentine Tango 1/2 7:30 pm ● Argentine Tango 3/4 8:30 pm	17 ● Cardio Hip Hop 9:30 am ● Nightclub Two-Step 2-3 7:30 pm ● Open Viennese Waltz 8:30 pm ● Friday Dance Party 9:15 pm	18 ● International Tango 2-3 10:30 am ● International Cha Cha 2-3 11:30 am ● Performance Class: Line Dancing 1:00 pm
19	20 ● Cardio Hip Hop 9:30 am ● MELT Mondays! with Susan Creighton 12:00 pm - 1:00 pm ● Bronze 1/2 Tango 5:30 pm ● Bronze 1/2 Hustle 6:30 pm ● West Coast Swing 2 - Whips 7:30 pm ● Performance Class: WC	21 ● Nia Class 9:30 am ● Performance Class: Lindy and Swing 2 6:00 pm ● Bronze 3-4 Foxtrot/EC Swing 7:30 pm ● Introductory Salsa/Bachata 8:30 pm	22 ● Cardio Hip Hop 9:30 am ● West Coast Swing 1A 6:00 pm ● Salsa 1 7:00 pm ● Salsa 2 8:00 pm ● Salsa Dance Party 9:00 pm	23 ● Nia Class 9:30 am ● Performance Class: "Big Spender" 6:00 pm ● Argentine Tango 1/2 7:30 pm ● Argentine Tango 3/4 8:30 pm	24 ● Cardio Hip Hop 9:30 am ● Nightclub Two-Step 2-3 7:30 pm ● Open Jitterbug 8:30 pm ● Friday Dance Party 9:15 pm	25 ● International Tango 2-3 10:30 am ● International Cha Cha 2-3 11:30 am

RECOMMENDATION #1: The current calendar being used by the Cadiz-Trigg County Tourist Commission is not very user-friendly if one wishes to print the upcoming events each month therefore it is **highly recommended that Calendar Wiz or a similar printable online calendar program be considered.** Download <https://www.calendarwiz.com/index.php> for a thirty day free trial.