


# Roseville City School District Calendar Introduction & Instructions



Our school is using "Tandem" to manage all school calendars and events. It will be the place for you to find school event information.



Roseville City School District

Last updated:  
12/4/2019 11:49 am

[Calendar](#)

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Today < **June 2020** > [Month](#) [Week](#) [Day](#) [List](#)

Get Updates

| SUN   | MON   | TUE  | WED  | THU | FRI   | SAT   |
|---|---|--|--|-----|---|---|
| 31  | 1   | 2  | 3  | 4   | 5   | 6   |
| JH/HS Periods 2,4,6<br>JH Drama Production Week<br>RWishart 6:00a Gym Use<br>test event 12:00p<br>District Celebration Day/Retirement Reception 1:30p | JH/HS Periods 1,3,5,7<br>JH Drama Production Week<br>MACK PTF E- 8:30a Board meeting, 8:30 - 10:00 a.m., conference room<br>3PTS Chapel 8:45a<br>MACK 4th Gr. Marketplace, MPR, 2-2:30 p.m.<br>JH Drama 7:30p Performance | JH/HS Periods 2,4,6<br>JH Drama Production Week<br>RWishart 7:00a Gym Use<br>MACK 4th - 8:30a 6th Grade Track Meet, Woolsey Stadium at King's School, 8:30 - 2:30 p.m.<br>JH Drama 7:30p Performance | JH Drama Production Week<br>JH Drama 3:00p Performance |     | JH/HS Periods 1-7 2,4,6<br>3PTS PTF Meeting 8:30a<br>Recurring Practice 10:54a<br>MACK PTF 3:00p<br>New family ice cream social, 3:00 - 4:00 p.m., MPR<br>BCS 6:30p Booster's Meeting<br>JH Choir/JH Band Concert 7:30p | JH/HS Periods 2,4,6<br>Senior & Studio Art Show 8:00a<br>MACK Preschool Last Day - Mrs. Howland/Mrs. Schroeder 8:30a<br>MACK: Chapel, 8:35-9:15, MPR 8:35a<br>VPG Meeting 1:00p<br>Bellevue Community Band 6:30p<br>HS Instrumental Concert 7:30p |
| 7   | 8   | 9  | 10   | 11  | 12  | 13  |
| JH/HS Periods 1,3,5,7<br>RWishart 6:00a Gym Use<br>HS Teams 12:50p Mission Experience Meeting   | JH/HS Periods 2,4,6<br>PRESCHOOL 8:30a Last Day - Mrs. Kaskes, Mrs. Holmgren, Mrs. Ribera<br>3PTS Chapel 8:45a<br>HS Choral Concert 7:30p   | JH/HS Periods 1,3,5,7<br>MACK Preschool Last Day - Mrs. Kelly/Mrs. Wasson<br>RWishart 7:00a Gym Use<br>MACK PTF Meeting, 8:30 - 10:00 a.m., Library 8:30a  |  |     | JH/HS Periods 1-7 2,4,6<br>8th Grade Graduation Rehearsal 9:00a<br>3PTS Kindergarten Field Trip 9:30a<br>Recurring Practice 10:54a<br>8th Grade Graduation Ceremony 7:00p   | JH/HS Exam Schedule /HS Finals 1,4,5/JH 1-7<br>MACK: Chapel, 8:35-9:15, MPR 8:35a<br>Bellevue Community Band 6:30p<br>Elementary BAND Concert 7:00p   |

## Sign up for a free account to get these great benefits:

- \* Filter the calendar to only show the events that are important to you
- \* Import events into your personal calendar like Outlook, Google, Apple, Yahoo and more
- \* Receive email & text message notifications when events change
- \* Get directions and a map to event locations

The **Roseville City School District** calendar can be found at <http://rcsdk8.tandem.co>


## Set up a User Account:

1. Click **Sign In** (located on the left side of the Tandem calendar)
2. Click **Sign Up**
3. Enter your **email address, first and last name**.
4. You will receive an email with a link to activate your account. (Don't forget to check your junkmail folder if you can't find it)
5. Click on the **"Activate Account"** link provided in the email.
6. When the Account Activation screen opens, you are only required to complete the fields that are in **Bold** text. All

other fields are optional.


7. Enter a **password** (there are no restrictions)
8. Click the "**Activate**" button at the bottom of the page
9. Sign into the calendar with your email address and password


## My Schedule - Your personal headquarters for the Tandem calendar:





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 **My Schedule**

### Member Events

[No Events]

### Followed Events

| Name   | Date Start       | Time Start | Location                     |
|--|------------------|------------|------------------------------|
| <a href="#">HS Girls BB Practice</a>                     | 12/19/2019 (Thu) | 12:30 pm   | Clyde Hill Edwards Gymnasium |
| <del><a href="#">HS Girls Basketball JV vs BHS</a></del> | 12/20/2019 (Fri) | 5:00 pm    | Clyde Hill Edwards Gymnasium |
| <a href="#">HS Girls BB Practice</a>                     | 12/26/2019 (Thu) | 2:00 pm    | Clyde Hill Edwards Gymnasium |
| <a href="#">HS Girls BB Practice</a>                     | 01/03/2020 (Fri) | 3:15 pm    | Clyde Hill Edwards Gymnasium |
| <a href="#">HS Girls Basketball JV @ Meridian</a>        | 01/03/2020 (Fri) | 4:00 pm    | Meridian High School         |

[subscribe](#)

After signing in to the Tandem calendar, check out the "**My Schedule**" tab.

The **Member Events** area will populate with upcoming events for any group that the school staff has assigned you as being a member.

The **Followed Events** area will populate with upcoming events for any **Groups** or **Facilities** you are following.

Use the **Subscribe** button to set up a sync of these events into your personal calendar.

Note: Click the **Gear** icon to add or remove Groups and Facilities from your followed list.

## Following Groups & Facilities:

You can manage the **Groups & Facilities** that you are Following by clicking on **Your Name**, then **My Profile**:

The screenshot displays the Roseville City School District user interface. On the left, there is a sidebar with the district logo, the name 'Roseville City School District', the last update time '12/4/2019 11:49 am', and a 'Calendar' link. Below this is a dropdown menu with options: 'Collapse', 'My Profile' (highlighted), 'Upgrade', 'Help', 'Sign Out', and 'Demo User'. The main content area is titled 'My Profile' and contains several sections: 'My Associations' (listing 'Group Follower' with an 'edit' link, 'HS Boys Baseball Varsity', and 'HS Girls Basketball JV'), 'My Event Requests' (a list of requested events and changes), 'My Facility Rentals' (a list of facility rental requests and changes), 'Event Templates' (create and manage event templates), 'Event Reminders' (manage event reminders), and 'Followed Events' (a list of followed events on the calendar). At the bottom, there is a 'Profile' section for updating address, name, phone, and other details, and a partially visible 'Preferences' section.

## Manage your Email and Text Message Preferences:

1. Click on **My Profile > Preferences**
2. Check the boxes if you would like to receive Email Updates and/or Reminders.
3. Check the boxes if you would like to receive Text Message (Phone Delivery) Updates and/or Reminders
4. Scroll to the bottom and click "**Update Preferences**"

Note: If you see a "My Associations" area use the **edit** link to add or remove Groups and Facilities from your followed list.