

## Screen Map Outline

### Schedule Menu:

#### Appointment Item:

Schedule an Appointment, Figure 6

#### Meeting Item:

Schedule a Meeting, Figure 80

##### List Times Button:

Possible Meeting Times, Figure 82

Possible Meeting Times (with conflicts), Figure 96

No Times Found, Figure 92

##### Confirm Button:

Confirm a Meeting, Figure 84

##### Details Button:

Details for Weekly Recurring Meeting Request Figure 90

Details for Monthly Recurring Meeting Request Figure 182

##### Options Button:

Meeting Scheduling Options, Figure 94

##### Upon confirmation:

Meeting Notification, Figure 107

Meeting Notification Detailed View, Figure 109

Email notification, Figure 113

New Category Definition, Figure 114

Non-Unique Item Identity, Figure 115

##### During scheduling:

Scheduling Temporarily Blocked, Figure 116

Proceed with Scheduling, Figure 118

Please Get On With It, Figure 119

#### Task Item:

Schedule a Task, Figure 120

#### Event Item:

Schedule an Event, Figure 124

#### Categories Item:

Edit Categories, Figure 186

##### Add Button:

Add Category, Figure 10

##### Change Button:

Change Category, Figure 188

##### OK Button:

Confirm Change, Figure 190

##### Delete Button:

Delete Category

##### OK Button:

Confirm Delete, Figure 191

### View Menu:

#### Item Item:

Scheduled Appointment, Figure 129

Scheduled Appointment (recurring), Figure 130

Scheduled Meeting, Figure 134  
Scheduled Meeting (recurring), Figure 136  
Not-Yet-Accepted Meeting, Figure 135  
Scheduled Task, Figure 137  
Scheduled Event, Figure 138

**Day Item:**

Daily Agenda, Figure 14  
Daily Agenda (non-default options), Figure 16  
Daily Agenda (overlapping items), Figure 17

**Week Item:**

**Table Item:**

Weekly Agenda (Table), Figure 19

**Lists Item:**

Weekly Agenda (Lists), Figure 21

**Month Item:**

Monthly Agenda, Figure 22

***Clicking in full day:***

Transient scrolling in month view, Figure 23

**Year Item:**

Yearly Calendar, Figure 24

**Goto Date Item:**

Goto Date, Figure 27

**Lists Item:**

**Appointments Item:**

Appointments, sorted by Date, Figure 32

Appointments, sorted by Title, Figure 33

**Meetings Item:**

Meetings, sorted by Date, Figure 34

**Tasks Item:**

Tasks, sorted by Date, Figure 35

**Events Item:**

Events, sorted by Date, Figure 36

**All Items Item:**

All Items, sorted by Date, Figure 37

**Custom Item:**

**Edit Item:**

Custom Lists, Figure 38

**Year's events Item:**

Year's events, sorted by Date, Figure 41

**Filter Item:**

**Hide Appointments Item:**

Monthly Agenda -- FILTER: Hide A, Figure 47

**Hide Meetings Item:**

Monthly Agenda -- FILTER: Hide A,M, Figure 48

**Hide Tasks and Hide Events Items:**

Daily Agenda -- FILTER: Hide T,E, Figure 50

Weekly Agenda -- FILTER: Hide T,E, Figure 51

**Custom Item:**

**Edit Item:**

Custom Filters, Figure 53

Custom Filters (menus expanded), Figure 54

**Fall classes Item:**

Monthly Agenda -- FILTERS: Hide M,T,E; Fall classes, Figure 57

Appointments, sorted by Date -- FILTER: Fall classes, Figure 59

**Other User Item:**

View Other User, Figure 62

**View Button:**

Monthly Agenda -- USER: James L. Brandon Figure 64

Daily Agenda -- USER: James L. Brandon Figure 64

**Group Item:**

View Group, Figure 67

**View Button:**

Monthly Agenda -- GROUP: Computer Science Faculty

**Windows Item:**

**Expanded menu:** Figure 69

**Magnetize Item:** Figure 72

**Admin Menu:**

**Users Item:**

User Database, sorted by Name, Section

**Add Button:**

Add User, Figure 195

**View Button:**

User Record for James L. Brandon Figure 198

**Change Button:**

Confirm Change, Figure 200

**Upon confirmation:**

Calendar Tool User Change, Figure 201

**Delete Button:**

Confirm Delete, Figure 202

**Upon confirmation:**

Calendar Tool User Change, Figure 203

**Groups Item:**

Group Database, sorted by Name, Figure 204

**Add Button:**

Add Group, Figure 205

**Add (Members) Button:**

Add Group Members, Figure 208

**Delete (Members) Button:**

Confirm Member Deletion, Figure 211

**View Button:**

Group Record, Figure 210

**Change Button:**

Confirm Change, Figure 213

**Locations Item:**

Location Database, sorted by Name Figure 214

**Add Button:**

Add Location, Figure 215

**Add (Booking) Button:**

Book a Location, Figure 217

**View (Booking) Button:**  
View Booking Record, Figure 219

**View (Booking) Button:**

Scheduled Meeting -- USER: Ellen M. Stier, Figure 220

Location Booking Record, Figure 221

**List Admins Item:**

Calendar Tool Administrators, sorted by Name, Figure

***Gaining Administrative Access***

Enter Password, Figure 192

Reenter Password, Figure 193