



A Quick Overview of the Azlegion.org Calendar

16 Dec 2022

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Department Webmaster

Visit Our Webpage at: <https://azlegion.org>

Found at: <https://azlegion.org/events> or On Our Main Menu Here.



DEPARTMENT OF ARIZONA

THE GREATEST DEPARTMENT IN THE AMERICAN LEGION

- ABOUT US ▾
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EXCLUSIVE it's Desk **URGENT** Internal Announcement: American Legion Administrative Assistant, Department of Arizona  NEC Report  Weekly Membership F

HOT POST'S



Department Commanders Program – 2023 – Operation Shockwave
🕒 October 11, 2022 👁️ 17



Check This Out!!! Veterans Offers For You!!!
🕒 August 10, 2022 👁️ 14

MAIN NEWS

2 MIN READ




GIVING TUESDAY—NOVEMBER 29TH FUNDRAISER FOR AZ SCOUTING IN THE GRAND CANYON COUNCIL
🕒 November 19, 2022 👁️ 25

THINGS TO TRACK


-  **3** **From the Adjutant's Desk**
🕒 September 29, 2022
-  **4** **AZ Legion College Dates/Locations/Info**
🕒 August 3, 2022
-  **5** **Who Is Running For Department/National Offices?**
🕒 March 29, 2022
-  **1** **Oratorical Program Information**
🕒 October 13, 2022

In the Third Section is a List of the Next Five Events With a Link to the Calendar.


FEATURED POSTS




Internal Announcement: American Legion Administrative Assistant, Department of Arizona
December 5, 2022 · 121



NEC Report
December 3, 2022 · 72



Weekly Membership Reports
December 1, 2022 · 94



Dinner – ALA National President – 17 Feb 2023
December 1, 2022 · 58

URGENT

Internal Announcement: American Legion Administrative Assistant, Department of Arizona
December 5, 2022 · 121

Job Announcement: American Legion Administrative Assistant, Department of Arizona to be Published Internally Please see official announcement...

Upcoming Events

DEC 7	12:00 am MST	VA Gift Shop
DEC 7	12:00 am MST	Pearl Harbor Remembrance
DEC 8	11:00 am - 1:00 pm MST	Cdr Staff Luncheon Meeting
DEC 14	10:00 am MST	VAMC Prescott Gift Shop
JAN 7	12:00 pm - 4:00 pm MST	Department Open House

[View Calendar](#)



Click this image to access the legion.org national post locator with GPS search!





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Home / Events

Search for events

FIND EVENTS

MONTH

DECEMBER 2022

Filters

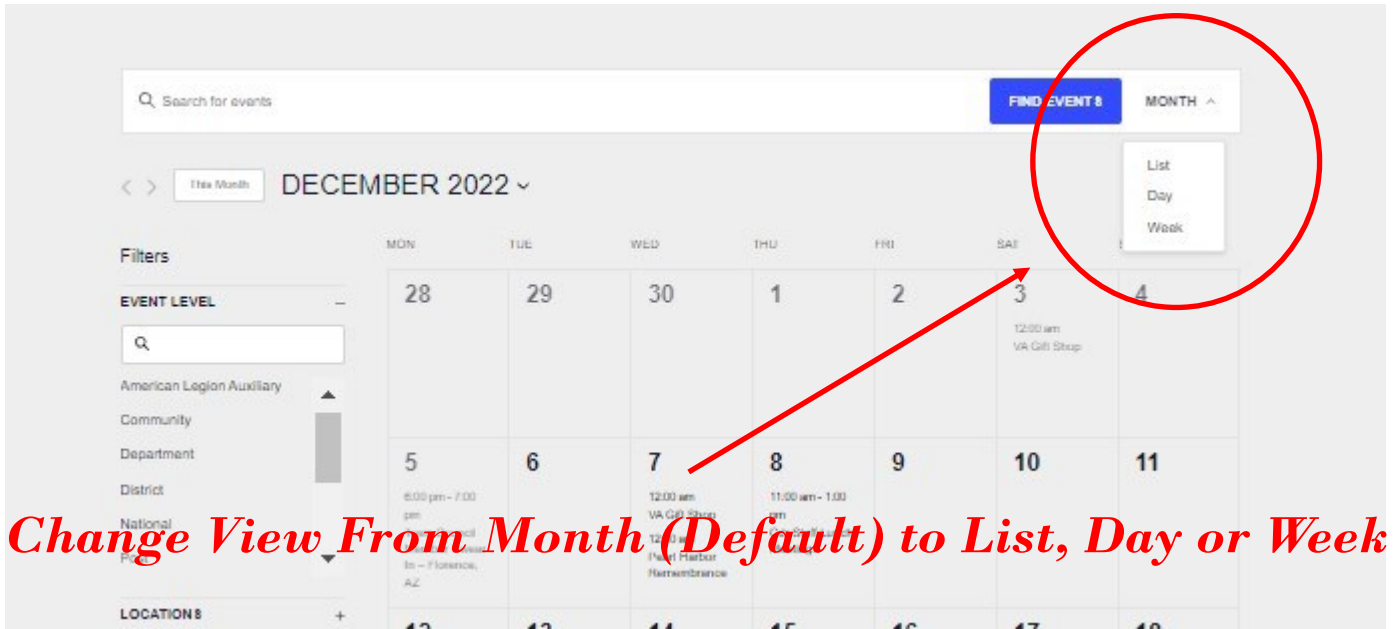
- EVENT LEVEL +
- LOCATIONS +
- POINT OF CONTACT +
- DAY +
- TIME +
- CITY +
- STATE +

MON	TUE	WED	THU	FRI	SAT	SUN
28	29	30	1	2	3 12:00 am VA Gift Shop	4
5 6:00 pm - 7:00 pm Town Council Member Swear In - Florence, AZ	6	7 12:00 am VA Gift Shop	8 11:00 am - 1:00 pm Old Staff Lunch	9	10	11
12	13	14 10:00 am VA/MC Private Gift Shop	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	1

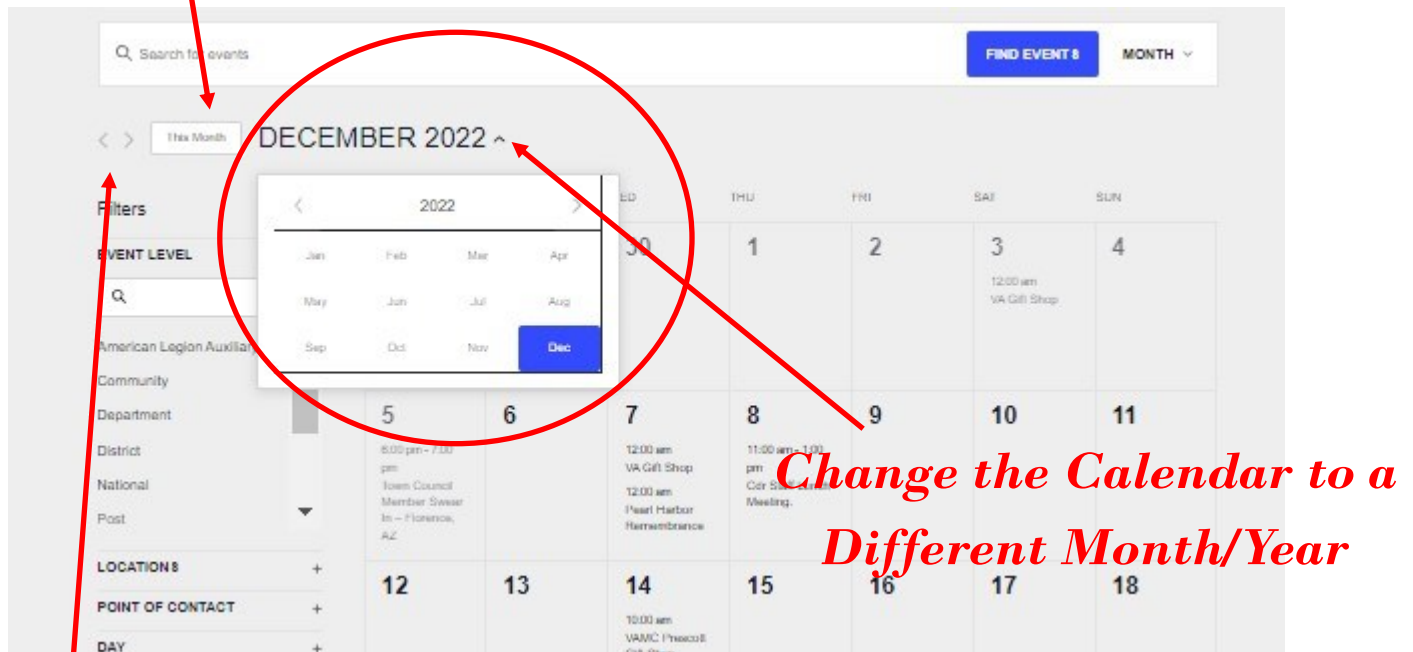
Subscribe to Our Calendar so the Events Show on Your Personal Calendar

SUBSCRIBE TO CALENDAR

Filter a List of Events Based on your Interest



Takes You Back to the Current Month



Scroll Month By Month

The screenshot shows a web-based event calendar for December 2022. A search bar at the top left contains the text "Search for events". To its right is a blue button labeled "FIND EVENTS" and a dropdown menu labeled "MONTH". Below the search bar, there are navigation arrows and a button labeled "This Month" next to the text "DECEMBER 2022". The main area is a calendar grid with columns for days of the week (MON to SUN) and rows for dates. A sidebar on the left, titled "Filters", is circled in red. It contains several sections: "EVENT LEVEL" with a search box and a scrollable list of levels; "LOCATION'S" with a plus sign; "POINT OF CONTACT" with a plus sign; and "DAY" with a plus sign. The calendar grid shows various events, such as "VA Gift Shop" on the 3rd, 7th, and 14th, and "Pearl Harbor Remembrance" on the 7th.

Events are Filtered By Levels

- 1. National***
- 2. Department***
- 3. Area***
- 4. District***
- 5. Post***
- 6. ALR***
- 7. SAL***
- 8. Auxiliary***
- 9. Program***
- 10. Community***
- 11. VSO***
- 12. Visit***
- 13. Etc.***
- 14. Private (Explained Later)***

This filtering system allows ALL members of our webpage to find events they may wish to attend pertaining to a certain topic or event in a local town they may be in, visiting, or traveling to.

We invite you to add your events to our calendar. It does not matter if it is your General Membership meeting, a dinner at your post, or a membership drive. Our calendar can manage all day events, reoccurring events, and best of all the calendar updates daily.

*Events marked Private are times blocked off by Department Officers as times attendance is not available for your events by Department Officers.

How do you get things on the calendar?

1. Create your event using any calendar you chose that supports email invitations.

2. Add events@azlegion.org to the calendar event as an attendee to receive an email invitation.

3. Once approved by the Webmaster or Department Adjutant, your event will import the following day at 0400 MST.

IT IS THAT EASY...

For best display in our system...

1. The title of the event must begin with the city of the event followed by a "-" followed by the title of your event. Example, Phoenix - Department Open House or Yuma - Bingo. This also means that in the message you need to tell us the category of the event. Just type it in the description when you send the event to us. This guide shows you the categories we already use, or you can create your own. This will help people narrow down a list to find your event. You can also apply multiple categories to the same event.
2. The person creating and sending this email will be listed automatically on the event as the organizer with anyone viewing the event to be able to click the person's name and email that person. That means we ask that you only send from an account you do not request privacy displaying.
3. You must have a Title, Date, and Time but equally important is the location of your event. The address is only necessary the first time. In your first calendar invitation we ask that you place the name and address together so that users will receive the ability to see the location in google maps and navigate to the event with their cellular device and we onboard your location and address into our system permanently. This means you need the complete address to include city, state, and zip only the first time. This will show on the calendar as the "Venue" an example is that Department Headquarters is listed as, "Headquarters, Phoenix". The first time you send under this name you will send exactly like this "Post 52 12 Theater Drive Sierra Vista, AZ 85635". Each time later you only need to use the exact name being "Post 52". The system will remember the address.
4. If the event is reoccurring like a general membership meeting you can program that onto your calendar one time, and our calendar will see and recognize that; it will then always be on our calendar.

Lastly, Our goal is to create a calendar that anyone in Arizona interested in the American Legion events can use.

Officers can see events at ever level, members can be aware of events, Motorcycle Riders can know of events going on in other areas of the state, snowbirds and travelers can see our events. The list goes on and on. It is only possible if you use it. Please let it up today!!! Do not wait. This could mean more visitors and more activity at your

If you have any questions, concerns, or see something I missed please email me at: webmaster@azlegion.org

