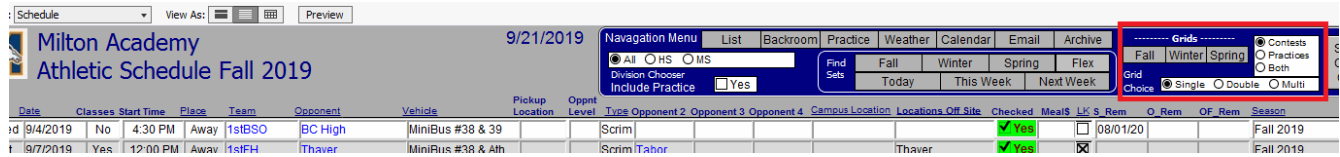


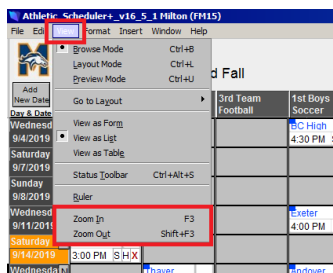


# Athletic Scheduler+ Grid Management

1) On the Schedule layout, select Grid Choice: Single, Double or Multi and Show Choice: Contests, Practices or Both.

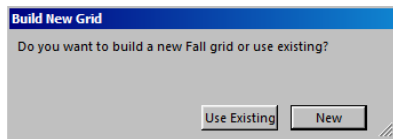


You can adjust the size of your screen by clicking on View in the Filemaker menu at the top left and selecting Zoom In or Zoom Out.

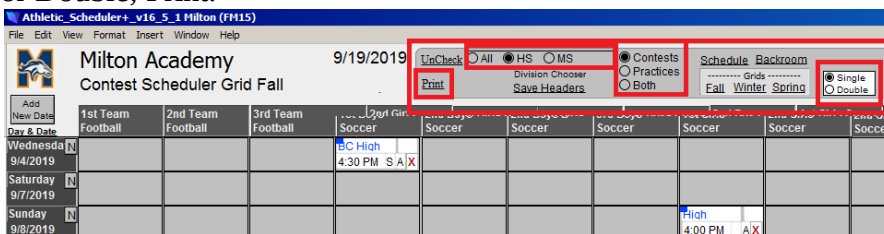


2) Click on the season of choice: Fall, Winter, or Spring

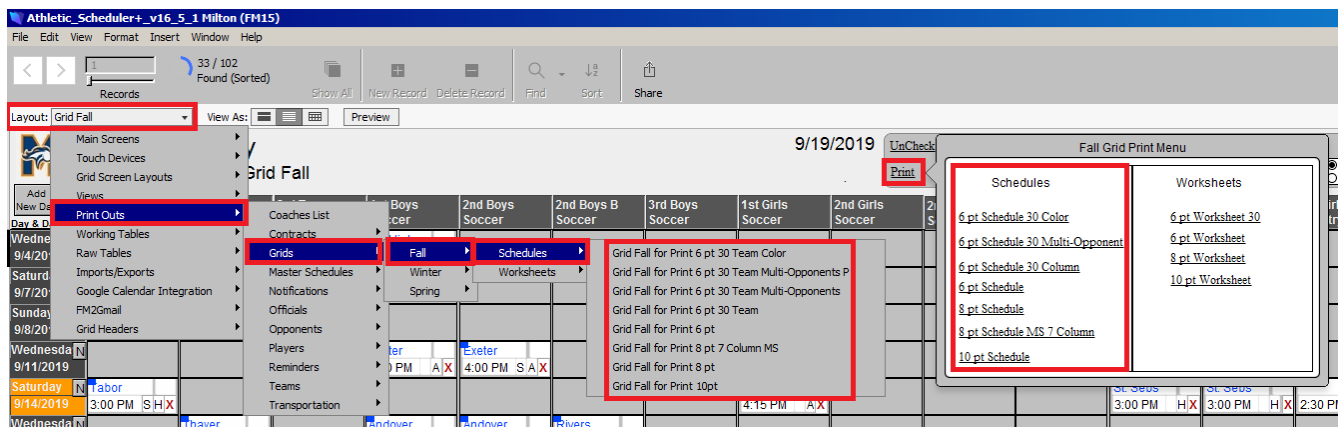
3) Select whether or not to build a new grid. Use Existing: already built and no changes in schedule since. New: been using other season grid or have made recent changes in schedule.



4) On the grid layout, you can: Select All, HS, or MS; Show: Contest, Practices or Both; View: Single or Double; Print.



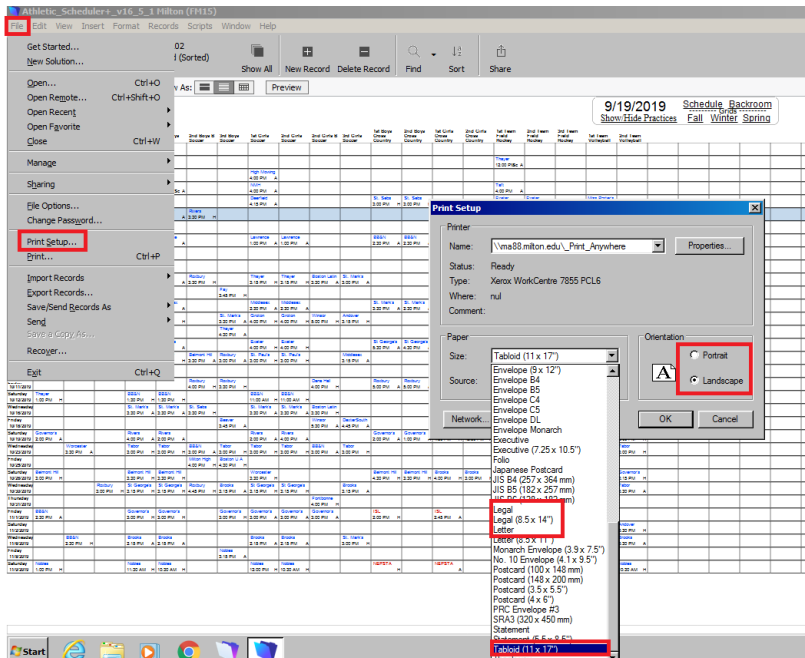
5) Printing a grid requires a different layout from the one you are viewing. You can either click on the "Print" button to get a menu of print out choices or click on the Layout Menu in the upper left corner and maneuver the menus as shown below.





## Athletic Scheduler+ Grid Management

6) On the Print layout you can Preview to see what the printed copy will look like. If you want to change the way it looks, click on File>Print Setup and you can select Portrait or Landscape and the Size you want. Saving as PDF gives you some more choice in how it looks and once satisfied you can print from there.



Hopefully this will help you understand how best to manage your grids. Let me know if you have any questions or need help.

Mark B Perkins  
High Street Solutions