Welcome to the Cuesta Events Calendar
The Cuesta Events calendar provides a single source for viewing all college events and important dates. Some departments’ events may have a unique color, allowing you to easily distinguish the type of event.

Calendar Navigation
- Click the Previous or Next buttons. The previous or next portion of the event list will display.
- Click Today to display the current day’s events.
- Use the vertical scroll bar to browse to the desired day.
- Select a specific date:
  a. Click the down arrow to the right of the displayed date to view a mini calendar.
  b. Click the Previous Month or Next Month button to advance to the desired month.
  c. Click the desired date.

View Cuesta Events
The Cuesta Events calendar is located in the Cuesta Events channel on myCuesta’s Home tab.

Filter Events
Currently there are 5 types of events posted. You can customize your calendar, viewing any or all of those event types.

1. Click the calendar filter button. A drop-down checklist will appear.
2. Check or uncheck the desired options:
   - cuestamastercal – events from Marketing and various departments
   - cuestaartscal – performing arts events
   - cuestasportscal – athletic events
   - Student Services deadline – student deadlines
   - stuservevents – various student events
3. Click anywhere in the event listing to close the checklist.

Add to Your Personal Google Calendar
You may add any of the events calendars to your individual student calendar (part of Cuesta’s student e-mail). Also, if you have a personal Gmail account, you may add events to that calendar as well.

1. Log into your Cuesta student e-mail or your personal Gmail account.
2. In myCuesta, click the Google Calendar button in the Cuesta Events channel. Your calendar and a dialog will open.
3. Click the Add button(s) for the calendar(s) you wish to add.
4. When done, click the Close button.

For more info on Google calendars, go to: http://support.google.com/calendar

Submit Events
Contact the following departments for adding an event to one of the four calendar types:
- Financial Aid events: P. Scott, R. Aldama
- Student Services items: K. Pimentel, L. Yoshiyama, T. Kerr, R. Carter, L. Beanway
- Performing Arts events: B. Anderson
- Athletics events: P. Schuler