


# Bellingham Public Schools Calendar Introduction & Instructions



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



Bellingham Public Schools

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

[Calendar](#)

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

## 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 **Bellingham Public Schools** calendar can be found at <http://bham.intand.com>


## 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

[subscribe](#)

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

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 district 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 Bellingham Public Schools user interface. On the left is a sidebar with the school's logo, name, and a navigation menu. The main content area is titled 'My Profile' and contains several sections: 'My Associations' (listing 'Group Follower' and two sports teams), 'My Event Requests', 'My Facility Rentals', 'Event Templates', 'Event Reminders', and 'Followed Events'. At the bottom of the main area is a 'Profile' section with a description. The sidebar menu includes options like 'Calendar', 'Collapse', 'My Profile' (highlighted), 'Upgrade', 'Help', 'Sign Out', and a user dropdown menu showing 'Demo User'.

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**Calendar**

← Collapse

**My Profile**

Upgrade

Help

Sign Out

Demo User ▼

### My Profile

#### My Associations

Group Follower [edit](#)

[HS Boys Baseball Varsity](#)  
[HS Girls Basketball JV](#)

#### My Event Requests

A list all my requested events and changes.

#### My Facility Rentals

A list all my facility rental requests and changes.

#### Event Templates

Create and manage your event templates for faster event creation.

#### Event Reminders

Manage your event reminders.

#### Followed Events

A list of your followed events on the calendar.

#### Profile

Change your address, name, phone, and other details about yourself.

#### Preferences

## 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.