

Assign Calendar Rights to Summer Staff

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Assign Calendar Rights to Staff

Navigation: *User Management > User Account Administration > User Account*

- Search and Select the staff **users' account**.
- Locate the **User Groups** section and search for the **Summer School Calendar Rights** group.
- Click the calendar rights group to move the group into current group membership.
- Click **Save**.

Search and Add User Groups ↑

24-25 District Summer School Calendar

Current Group Membership ↑

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24-25 District Summer School Calendar

Teachers Elem

Save

Close

Delete

Login As User

Reset Password

Reset Account Settings

Log and Summaries

 **Summer School** (<https://ncdepartmentofpublicinstruction.knowledgeowl.com/home/summer-school>)

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