

Calendar Printing Tip for CNS Rounds Schedules

If you would like to print the weekly grand rounds "schedule" in an easy-to-read format, please follow these steps:

Click on the Rounds Schedule on the CNS website to pull up the monthly rounds calendar

Schulich MEDICINE & DENTISTRY				Clinica	Neurological Science	S
	EDUCATION - R	ESEARCH 👻	SPECIALTIES -	PEOPLE 🔻	ABOUT US 👻	
Home > About Us > Events > Rour	nds Schedules				Google Custom Search	Go
About Us	Rounds S	chedule	S			
News	-	Taaahina		1	Electronic	
In the Media		Teaching			Grand Rounds	
Events		ounds ar				
2020	Eve	nts Calen	dar		Evaluation Form	
2019					-7	
Rounds Schedules						
2019 Rounds Schedules	Past Schedules	9				

• When the calendar loads, click on the "print" icon located in the upper righthand corner

		Calendar (SSMD-CNS-Resource) Copyright 2017 Microsoft Privacy & Cookies
		🛅 Month 🗸 🔓 Print
Friday	Saturday	Fri, Oct 23
2 8 AM Epilepsy Rounds, Dr. Jorge I $oldsymbol{\mathcal{C}}$	3	8:00 AM Epilepsy Rounds, Dr. Jorge Bu 1 hour C
9 8 AM Epilepsy Rounds, Dr. Jorge 🃿	10	

Department of Clinical Neurological Sciences, Schulich School of Medicine & Dentistry, Western University 339 Windermere Rd, LHSC-UH. London, ON, Canada N6A 5A5 t. 519.685.8500 www.schulich.uwo.ca/cns





- When the print properties window opens, change the following settings:
 - Change the "view" setting from month to week
 - Change the "layout" setting to <u>vertical agenda</u>: The layout option only appears *after* you change the view setting.
 - o Check on the box labeled "print detailed agenda and calendar"

Print	
alendar	10/18/2020 to 10/24/2020 October 2020 November 2020
Calendar 🗸	Calendar SMTWTFSSMTWTF
	11 12 13 14 15 16 17 15 16 17 18 19 20
w	18 19 20 21 22 23 24 25 26 27
Veek ~	25 26 27 28 29 80 81 29 80 1 2 8 4 1 2 3 4 5 6 7 6 7 8 9 10 11
me range	Tuesday, October 20, 2020
12:00 AM V to 12:00 AM V	Virtual CNS Grand Rounds - Blume Girvin Lecture Twr 1020/2020 B00 AM - 9:20 AM 22
Show mini-month	Virtual CNS Grand Rounds - Presentation 1 Tue 10/20/2028 800 AM - 845 AM 😁
Print detailed agenda	CNS Education Committee Tue 10/20/2020 930 AM - 19:30 AM
Print Cancel	Neurosurgery Seminar Series: Dr. Ang, Pathology Lecture Tur 10202020 1000 AM. 1130 AM 52
	Neurosurgery Case Rounds

Printing the weekly calendar in this format will ensure that the full title and location appear on your schedule.

