

Metropolitan Education District Calendar Introduction & Instructions



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

Metropolitan Education District

Last updated:
8/5/2019 3:31 pm

Calendar

Sign In

Today < **August 2019** > Year [Month](#) [Week](#) [Day](#) [List](#)

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SUN	MON	TUE	WED	THU	FRI	SAT
28	29	30	31	1	2	3
	Band Camp 8:00a FULL BAND	Band Camp 8:00a FULL BAND	Band Camp 8:00a FULL BAND	Band Camp 8:00a FULL BAND	Band Camp 8:00a FULL BAND	Band 9:00a Camp/PREVIEW SHOW
	Kickoff to 9:30a Kindergarten	Kickoff to 9:30a Kindergarten	Kickoff to 9:30a Kindergarten	Band Pictures 8:00a		
	Extreme 10:00a Science LS Camp	Extreme 10:00a Science LS Camp	MacBook 9:30a Rollout (New Students Grades 6-12, Last Names: A-H)	Incoming 9:00a Grade 6 Student Orientation (students only)		
	Extreme 2:00p Science MS Camp	Extreme 2:00p Science MS Camp		Kickoff to 9:30a Kindergarten		
			Extreme 10:00a Science LS Camp	Rising 5th 9:30a Grade MacBook Rollout (Returning Last Names: A-K and All New 5th Graders)		
			MacBook 12:30p Rollout (New Students Grades 6-12, Last Names: I-Z)			
			Extreme 2:00p Science MS Camp	Extreme 10:00a Science LS Camp		
				Incoming 10:00a Grade 7 Student Orientation (students only)		
				New 8th 11:30a Grade Student Orientation (students only - students that will be new to HA)		
				Rising 5th 12:30p Grade MacBook Rollout (Returning Last Names: L-Z)		
				Football (JV 1:00p & Varsity) Pictures		
				Extreme 2:00p		

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 **Metropolitan Education District** calendar can be found at <http://metroed.tandem.co>


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:


MetroED
Metropolitan Education District
750 Hillside Avenue
San Jose CA 95138
(408) 723-6464
[HOME](#)

Metropolitan Education District

Last updated:
7/30/2018 11:32 am

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My Schedule

Member Events

[No Events]

Followed Events

Name	Date Start	Time Start	Location
HS VB Practice	08/20/2018 (Mon)	3:30 pm	Clyde Hill Edwards Gymnasium
HS VB Practice	08/21/2018 (Tue)	3:30 pm	Clyde Hill Edwards Gymnasium
HS VB Practice	08/22/2018 (Wed)	3:30 pm	Clyde Hill Edwards Gymnasium
HS VB Practice	08/23/2018 (Thu)	3:30 pm	Clyde Hill Edwards Gymnasium
HS VB Practice	08/24/2018 (Fri)	3:30 pm	Clyde Hill Edwards Gymnasium

[View calendar](#)

[subscribe](#)

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 school 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**:




MetroED Metropolitan Education District
750 Hillside Avenue
San Jose CA 95136
(408) 723-6464

HOME


Metropolitan Education District


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 [Calendar](#)


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↺ Use old design


 **My Profile**

 Help

 Sign Out


 Demo User ▼


My Profile


 **My Associations**


Group Follower [edit](#)


[HS Boys Golf](#)
[HS Volleyball 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.

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.