

# How to Use the My Calendar Option

You are able to view all trainings that you are registered for utilizing the My Calendar Option including date, time and locate. Please review the instructions below.

1. Go to wvstars.org



2. Click on the Professionals Tab

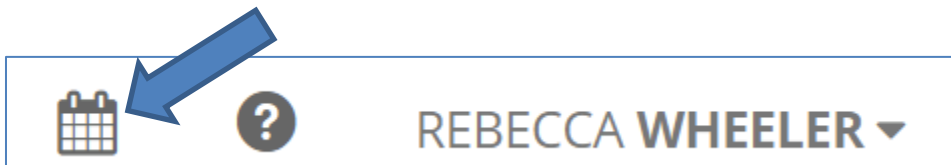


3. Scroll to the bottom of the page and click on Login



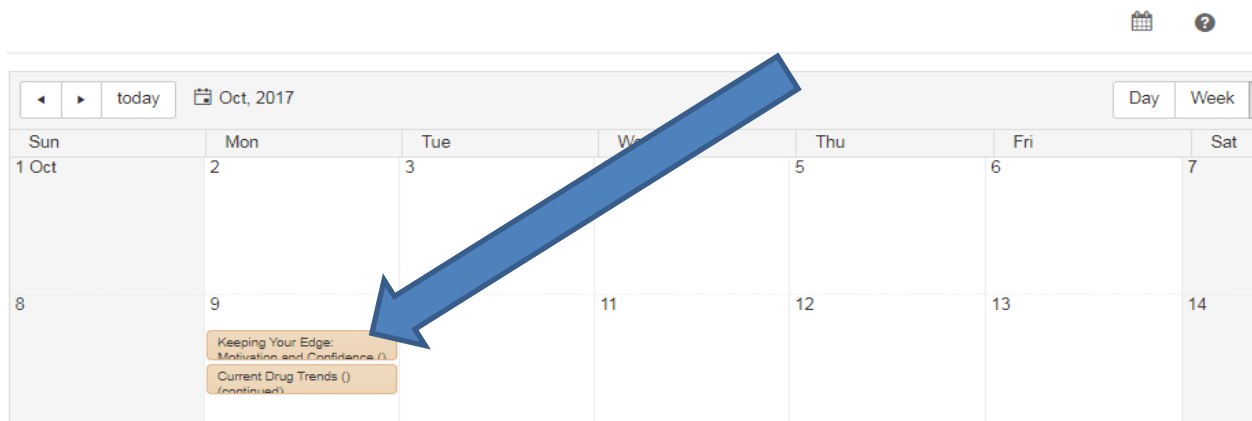
Use your WV STARS Registry ID as your login and password unless you have already updated your login information

4. Click on the Calendar icon in the top right hand corner



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5. Select the date and item you wish to view.



6. Click the event you wish to view and the details will appear.

## Keeping Your Edge: Motivation and Confidence

Event Identifier:  
Kanawha 10/9/17

Part of Course:  
Keeping Your Edge: Motivation and Confidence (SEkeepingyouredge3hr234)

Topic:  
Kanawha

**Eastern Standard Time:**  
On Monday, October 09, 2017, from 9:00 AM to 12:00 PM

[Show Agenda](#)

**Event Contact:**  
Kim Terry  
kterry@rvcds.org

**Funding Stream:** Other

Instructor:  
Chuck Stump - [Show Instructor Bio](#)  
Location: Kanawha

Address: 1234 Road  
Charleston, WV 12345

**West Virginia State Training and Registry System**  
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[www.wvstars.org](http://www.wvstars.org) Email: [wvstars@rvcds.org](mailto:wvstars@rvcds.org)

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