

Can I email each teacher their schedule?

Yes, on the **Reports / Event Reports** page, select the **Teachers' Schedule** report from the report pull-down. On the right from the TEACHER drop-down menu, select the **Email Report** button. This will email each teacher their schedule of appointments in a table format.

Revision #2

Created 2026-04-22 14:04:28 UTC by Yura Nechyporenko

Updated 2026-04-22 14:05:58 UTC by Yura Nechyporenko