Planvas: User Documentation
Quickstart Guide

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Planvas Overview:

Planvas is a calendar web-app aimed for students, with functionality for importing assignments from google calendar and canvas.

After completing user signup/login, refer to this guide to walk you through Planvas's main page, usage features, and common questions.
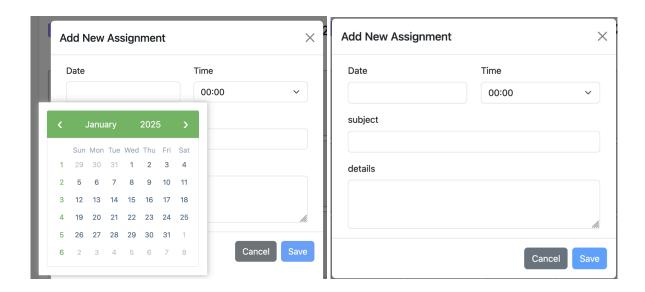
Sidebar:

After logging in/signup, you will be greeted with the main page.

The sidebar will display any added assignments in a list view, and provides options for adding, removing, and completing assignments, as well as importing entire calendars.
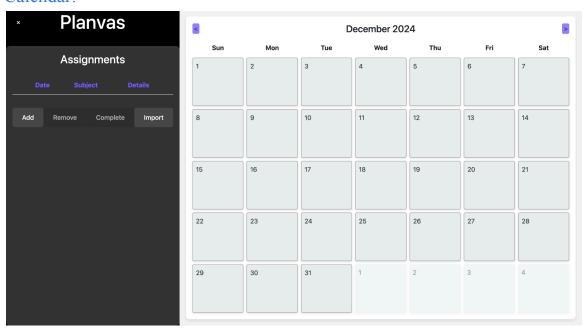
The import option will prompt the user to import a .ics file, which is the standard calendar format from canvas and google calendar.

The add button will allow the user to directly create an assignment that is not already imported from Canvas. If the assignment does not appear, this means that the data fields entered into the assignment were invalid. Please check that the data fields you entered are appropriate.

The remove and complete buttons will allow the user to remove events.

Calendar:

Current days of the month have full opacity, and days in previous or next months are translucent.

Assignments displayed in the calendar days will be in a list view, and only the assignment name will be displayed.

The calendar is displayed by months, with months being navigable via arrow buttons.

Notable buttons and features:

The "x" button towards the top left of the sidebar will collapse the sidebar view for assignments into a small vertical column.

The arrow buttons in the calendar header will cycle between previous and next months on the calendar.

FAQs:

1. How do I add an event to the calendar?

- To add an event, click on the "Add" button and enter the event details such as the Date, Subject, Time, and Details. Once you've filled in the details, click "Save" to add the event to your calendar.

2. Can I edit or delete an event after adding it?

- Currently, there is no way to edit an added event. The user must remove the event then recreate it. Remove the event with the "Remove" button.

3. How do I view my events for a specific day or month?

- To view events for a specific day, refer to that day in the calendar. For monthly view, select the "Month" view from the calendar's navigation bar to see all the events scheduled for the month.

4. Can I set reminders for my events?

- No, however most phones have reminder apps built in for the user to use instead of our webapp.

5. How do I sync my calendar with other calendars (e.g., Google Calendar, Outlook)?

- To sync your calendar with others, export the ics file of the other calendar and import it to Planvas using the "Import" button.

6. Why isn't my calendar syncing properly?

- If your calendar isn't syncing, check your internet connection and ensure that your sync settings are correct.

7. How do I navigate between months or years?

- You can navigate between months by clicking the arrows or the "Next" and "Previous" buttons.