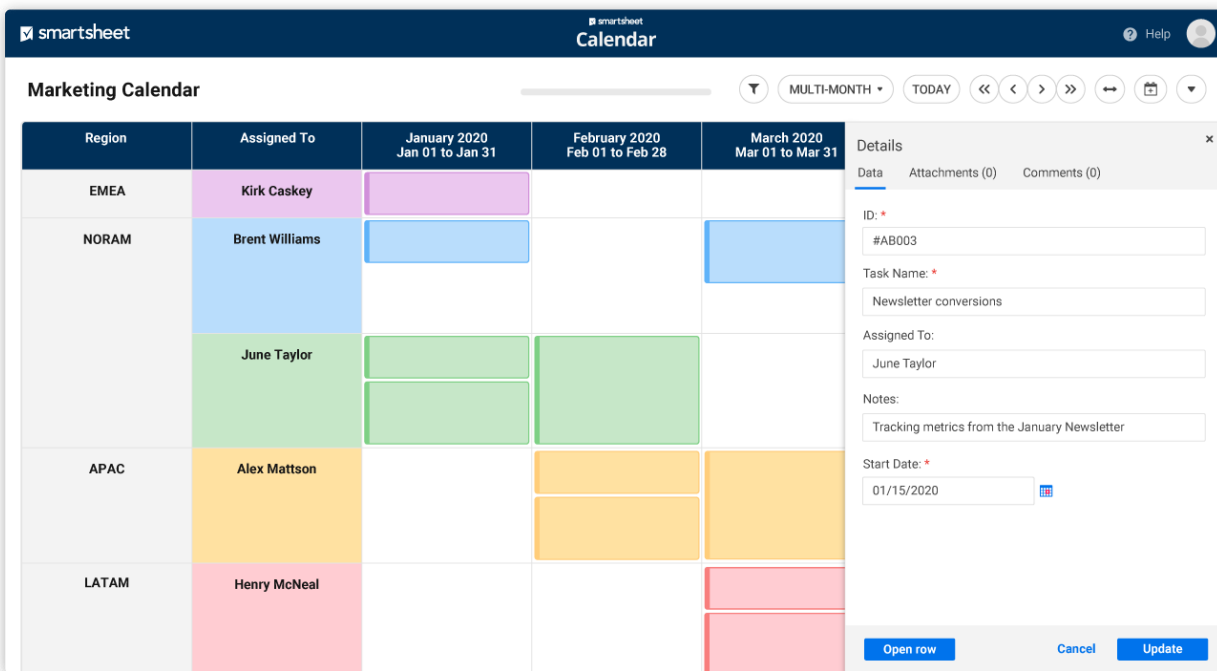


Calendar App by Smartsheet

Collaboration and visibility are key to keeping every team member on the same page of what's happening, when, and with the right amount of details. Of the many calendars tools available to everyday users, choosing the right one to manage your team's many needs is hard to spot.

Beyond Smartsheet core calendar view, Calendar App is a flexible, configurable calendar add-on that allows you to connect your Smartsheet data and forms and visualize your events in multiple views or by color-coded categories.

Create, organize, update, share, and discuss events in one easy-to-use app. Data changes in the calendar are automatically reflected in the underlying sheet without having to share your underlying data with collaborators.



Key Capabilities

- Use a sheet or report to create a master calendar
- Sort and filter the events you care about
- Color-code by category and subcategory
- View by day, week, month, multi-month, quarterly, even a 4-5-4 view
- Add and view attachments and comments
- Real-time changes between Smartsheet data and Calendar App
- Export for email or print
- Embed in your Smartsheet dashboards or portals
- Publish or share the calendar with your team

Common Use Cases



Master Events Calendar:

Combine events across departments into one master calendar.



PR/Communications Calendar:

Track public relations activities, communications, and channels.



Product Roadmap:

Organize product features by priority, analyze by category, and track each release.



Compliance Activity:

Stay on top of your filing deadlines and any special events related to compliance activities.



Team Schedule:

Track team travel for visibility into when team members will be out of the office.



Marketing Content/Campaign Planning:

Manage marketing activities across teams to give each department a high-level view of campaign schedules.



I operate at the intersection of marketing strategy, content storytelling, and digital commerce. The Smartsheet Calendar App provides Blue Nile's cross-functional teams with timely visibility into our marketing program offerings, resulting in cohesive and meaningful experiences between our customers and the Blue Nile brand.



Kevin Branscum,
Manager, Content Strategy & Brand Marketing, Blue Nile, Inc.

Smartsheet Calendar App is a premium add-on and is available for purchase. For more information about how to obtain Smartsheet Premium Apps, please contact [Smartsheet Sales](#).