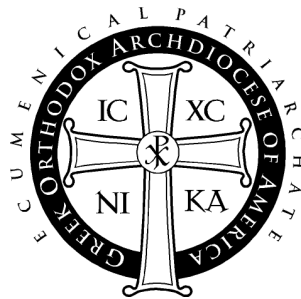


The Planner

Orthodox Feasts and Daily Readings Calendar

2017-2018



User Guide

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Introduction

Minimum Requirements

Software: Any software that supports the vCal or iCal format, including Outlook 2007 or higher, Mac OS Calendar, Google Calendar, and Zimbra.

Optional: Any Smart Phone or PDA that integrates with any of the above software applications

Release Notes

Welcome to "The Planner" 2017-2018 Digital Calendar. After installing this calendar appointment database, you can use your own calendar system to keep yourself updated on the feast days of saints, daily service readings, and fasting information of the Liturgical year. After installation, "The Planner" events will appear between September 1, 2017 and August 31, 2018, the Ecclesiastical year.

The Digital Planner is a product of the Department of Internet Ministries of the Greek Orthodox Archdiocese of America.

Languages Available

The Digital Planner contains Polytonic Greek and English. You may install English, Greek, or both. Instructions for installing the Greek version are similar to the English version.

File Formats

This release of "The Planner" contains several formats and versions for installation with the user's various applications. Both VCS and ICS files are standard calendar formats that may be used by many applications. However, you may find that other native formats sometimes work better with particular applications. Please see the install notes for your application of choice to see which file is best to use.

Product Compatibility

While reasonable effort has been made to test the calendar events on platforms listed under minimum requirements, the Department of Internet Ministries is not able to provide customer service and support to other systems that claim to be either VCS or ICS compatible.

Install Notes

Following are installation notes for Microsoft Outlook, Mac OS Calendar, and Google Calendar. Though there are other applications that can read VCS and ICS files, these are applications that have been tested for use with "The Planner".



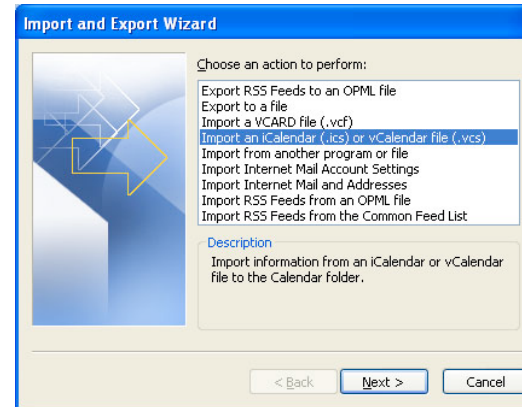
Microsoft Outlook 2007 and higher

Notes:

These files should work in all time zones as all day events, though problems may occur if the file is installed and then the system clock is set to a different time zone. You may need to set the time zone appropriately and then install the file to ensure that the events remain as all day events.

For **Microsoft Outlook 2007 and higher**, ICS is the preferred file type. The instructions that follow reflect the steps for Microsoft Outlook 2007. Later versions have similar instructions, but may vary slightly. Microsoft Outlook may have problems displaying certain characters in the polytonic Greek version of the readings.

Microsoft Outlook 2000 can import VCS files, but it has trouble with all day events. It is currently not a supported version. Microsoft Outlook 2002 and 2003 can also import VCS files but they have not been tested with this year's Planner.



Installation Instructions:

- 1) Unzip and open the "Planner" folder that you downloaded to your computer's hard drive.
- 2) Open the "Microsoft Outlook" application on your computer
- 3) On the main menu bar, go to File → "Import and Export..." (For Outlook 2011 in MacOS drag and drop files into the calendar.)
- 4) From the list, select "Import an iCalendar (.ics) or vCalendar file (.vcs)" and click "Next."
- 5) From the pull down menu, choose Files of Type: "iCalendar Format File" (*.ics)
- 6) Open the unzipped Planner folder, and then either the Greek or English folder. Then, choose the file named *planner2017.ics*. Once the file is highlighted, click "OK".

November 2017						
Click here to enable Instant Search						
Calendar planner2017.ics						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Oct 29 7th Sunday of Luke	30 Cleopas and Artemas of the 70	31 Amplias, Apelles, Stachys, Urb.	Nov 1 Cosmas and Damian the Holy	2 The Holy Martyrs Acindynus, F	3 Acepimas the Bishop, Joseph	4 Bishop Raphael Hawaweeny o
5 5th Sunday of Luke	6 Paul the Confessor, Patriarch c	7 33 Martyrs of Melitene	8 Synaxis of the Archangel Mich	9 Onesiphorus and Porphyrius o	10 Erastus, Olympas, Rodion, Sosi	11 Menas of Egypt
12 8th Sunday of Luke	13 John Chrysostom, Archbishop	14 Philip the Apostle	15 Guria, Shamuna, and Habib, M	16 Matthew the Apostle & Evang	17 Gregory the Wonderworker &	18 Plato the Great Martyr of Ancy
19 9th Sunday of Luke	20 The Forefeast of the Presentati	21 The Entrance of the Theotokos	22 Archippus the Apostle, Philem	23 Amphilochius, Bishop of Iconi	24 Our Holy Father Clement, Pop	25 Catherine the Great Martyr of .
26 13th Sunday of Luke	27 James the Great Martyr of Pen	28 Stephen the New	29 Paramonus, Philumenus, and	30 Andrew the First- Called Apost	Dec 1 Nahum the Prophet	2 Habakkuk the Prophet



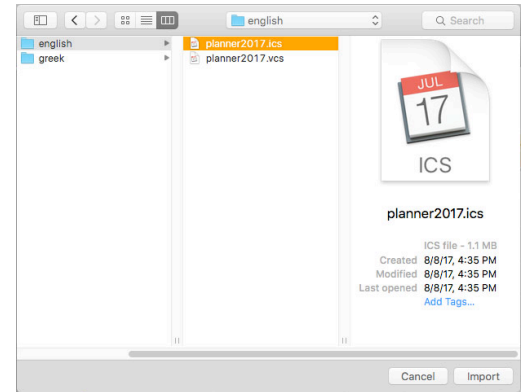
Mac OS Calendar / iPhone

Information:

You will want to use the ICS version - *planner2017.ics* - when importing into Calendar on Mac OS.

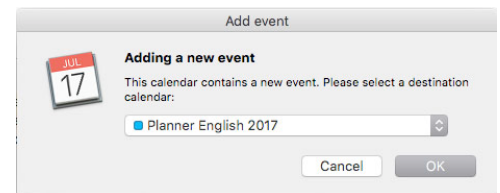
Installation Instructions:

- 1) Unzip and open the "Planner" folder.
- 2) Open the Calendar application
- 3) Create a New Calendar File → New Calendar
- 4) Choose File → Import ... → Import...



4) Open the unzipped Planner folder, and then either the Greek or English folder. Locate the *planner2017.ics* file, click on it, and then click "Import".

5) At the next screen, choose your preferred calendar from the pull down menu and click "OK". Your events will be imported to your selected calendar.



February 2018							< Today >	
Sun	Mon	Tue	Wed	Thu	Fri	Sat		
28 Sunday of the Publica... ΙΣΤ' Λουκᾶ (Τελώνου...	29 Removal of the Relics... Ἀνακομιδὴ Λειψάνων...	30 Synaxis of The Three... Οἱ Ἅγιοι Τρεῖς Ἱεράρ...	31 Cyrus & John the Un... Κύρος καὶ Ἰωάννης Ἀ...	Feb 1 Trypho the Martyr Τρύφων Μάρτυς	2 The Presentation of... Ἡ Ὑπαπαντὴ τοῦ Κυρ...	3 The Synaxis of the H... Συμεὼν ὁ Θεοδόχος...		
4 Sunday of the Prodig... ΙΖ' Λουκᾶ (τοῦ Ἀσώτο...	5 Meatfare Monday Δευτέρα τῆς Ἀποκρέω...	6 Photius the Great, Pa... Φώτιος Πατριάρχης Κ...	7 Meatfare Wednesday Τετάρτη τῆς Ἀποκρέω...	8 Theod... Θεοδ...	9 First & Second Finding of the Venerable Head of John the Baptist Add Location Feb 24, 2018 Alert 1 day before at 9 AM (default) Add Invitees Saints, Feasts, and Readings for 2/24/2018 Saints and Feasts: First & Second Finding of the Venerable Head of John the Baptist, Romanos, Prince of Uglich, Boswell, Abbot of Melrose Abbey, Cumine the White, Abbot of Iona Fast Day (Wine and Oil Allowed) Epistle Reading: St. Paul's Second Letter to the Corinthians 4:6-15 Brethren, it is the God who said, "Let light shine out of darkness," who has shone in	10 Hieromartyr Haralam... Χαραλάμπος Ἱερομάρ...		
11 Judgment Sunday (M... Κυριακὴ τῆς Ἀποκρέω...	12 Cheesefare Monday Δευτέρα τῆς Τυροφάν...	13 Cheesefare Tuesday Τρίτη τῆς Τυροφάνου...	14 Cheesefare Wednesd... Τετάρτη τῆς Τυροφάν...	15 Che... Πέμ...	16 The... Τε...	17 Theodore the Tyro, G... Θεόδωρος Μεγαλόμα...		
18 Forgiveness Sunday Κυριακὴ τῆς Τυροφάν...	19 The Holy Apostles of... Δευτέρα Ἀ' τῶν Νησ...	20 Leo, Bishop of Catania Λέων Ἐπίσκοπος Κατ...	21 Timothy the Righteous Ἱσθμ... "Ὁσος Τιμόθεος	22 The... Τε...	23 The... Τε...	24 First & Second Findin... Εὐρεση Τιμίας Κεφ...		
25 Sunday of Orthodoxy Κυριακὴ Ἀ' τῶν Νηστ...	26 Porphyrius, Bishop of... Πορφύριος, Ἐπίσκοπ...	27 Procopius the Confes... Προκόπιος Ὁμολογητ...	28 Righteous John Cassi... "Ὁσος Κασσιανὸς Ὁ Ρ...	29 The... Τε...	30 The... Τε...	3 The Holy Martyrs Eut... Εὐτρώπιος, Κλεόνικος...		

Google™ Google Calendar

Notes: This information is correct at the time of the document's creation (8/8/2017). The instructions to import the Planner may change as Google continues to improve its Calendar application.

There are two methods to import the Planner into Google Calendar. The first option allows you to connect to an already existing version of the planner that is in the Google Calendar system. The second option allows you to import the data directly into your calendar yourself.

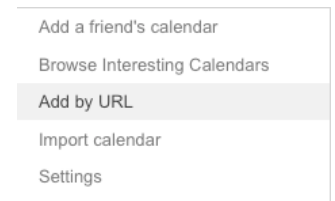
For both, the first step is to open your web browser and sign into your Google Calendar at

<http://www.google.com/calendar/>

If you do not have a Google Calendar account, you will need to register for one.

Method 1:

Once logged in, at the bottom of the left column, click the arrow next to "Other Calendars" and choose "Add by URL". To get one of the available URLs, visit the Planner page at <http://www.goarch.org/chapel/planner>



Method 2:

- 1) Unzip and open the "Planner" folder that you downloaded to your computer's hard drive.
- 2) Once logged in, in the middle of the left column, click the arrow next to "My Calendars" and choose "Create new Calendar".
- 3) Give your calendar a name, such as "Orthodox Feasts 2017-2018" and click "Create Calendar".
- 4) Once your calendar is created, click on the arrow next to "Other Calendars" and choose "Import Calendar".
- 5) Step 1: From here, click Browse (on Windows) or Choose File (on Mac). Open the Planner folder, then either the Greek or English folder. Then, choose the file named *planner2017.ics* and click open.
- 6) Step 2: Choose your newly created calendar from the pulldown menu.

A screenshot of the 'Create New Calendar' form in Google Calendar. The form has a 'Calendar Details' tab. It includes fields for 'Calendar Name:', 'Organization:', 'Description:', and 'Location:'. Below the location field is a note: 'e.g. "San Francisco" or "New York" or "USA." Specifying a g'. At the bottom, there is a 'Calendar Time Zone:' section with a note 'Please first select a country to select the right set of' and a 'Country:' dropdown menu currently set to 'United States'.A screenshot of the 'Import calendar' dialog box in Google Calendar. It shows a 'File:' field with a 'Choose File' button and the filename 'planner2017.ics'. Below this is a note: 'Choose the file that contains your events. Google Calendar can import event information in iCal or CSV (MS Outlook) format. Learn more'. There is a 'Calendar:' dropdown menu currently set to '2017-2018 Orthodox Feasts - English' with a note: 'Choose the calendar where these events should be saved.' At the bottom are 'Import' and 'Cancel' buttons.A screenshot of the 'Import calendar' dialog box in Google Calendar, showing the success message. It says 'Processed 365 events.' and 'Successfully imported 365 events.' There is a 'Close' button at the bottom.

8) Click Close and you will be brought back to your main calendar view. Below is a sample screenshot of what the imported calendar will look like. If you click on “edit event details”, you will see the Epistle and Gospel readings and the Saints for the day.

Calendar

Today

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April 2018

Day

Week

Month

4 Days

Agenda

More ▾

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CREATE ▾

▼ April 2018

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My calendars

Internet Ministries

2017-2018 Orthodox ...

2017-2018 Orthodox ...

Other calendars ▾

Sun	Mon	Tue	Wed	Thu	Fri	Sat
<div>Apr 1</div> <div>Palm Sunday</div> <div>Κυριακή τῶν Βαΐων</div>	<div>2</div> <div>Holy Monday</div> <div>Μεγάλη Δευτέρα</div>	<div>3</div> <div>Holy Tuesday</div> <div>Μεγάλη Τρίτη</div>	<div>4</div> <div>Holy Wednesday</div> <div>Μεγάλη Τετάρτη</div>	<div>5</div> <div>Holy Thursday</div> <div>Μεγάλη Πέμπτη</div>	<div>6</div> <div>Holy Friday</div> <div>Μεγάλη Παρασκευή</div>	<div>7</div> <div>Holy Saturday</div> <div>Μεγά Σάββατον</div>
<div>8</div> <div>Great and Holy Pascha</div> <div>Κυριακή Β' τοῦ Ἁγίου Πάσχα</div>	<div>9</div> <div>Renewal Monday</div> <div>Δευτέρα Διακαινήσιμου</div>	<div>10</div> <div>Renewal Tuesday: The Cor</div> <div>Τρίτη Διακαινήσιμου</div>	<div>11</div> <div>Renewal Wednesday</div> <div>Τετάρτη Διακαινήσιμου</div>	<div>12</div> <div>Renewal Thursday</div> <div>Πέμπτη Διακαινήσιμου</div>	<div>13</div> <div>Renewal Friday: Theotokos</div> <div>Ζωοδόχου Πηγῆς</div>	<div>14</div> <div>Renewal Saturday</div> <div>Σάββατον Διακαινήσιμου</div>
<div>15</div> <div>Thomas Sunday</div> <div>Κυριακή Γ' τοῦ Θωμά</div>	<div>16</div> <div>Agape, Chionia, and Irene,</div> <div>Μάρτυρες Ἀγάπης, Εἰρήνης κ</div>	<div>17</div> <div>Symeon the Holy Martyr an</div> <div>Συμεὼν Ἱερομάρτυς ; Μακά</div>	<div>18</div> <div>Holy Father John the Right</div> <div>Ἵσκιος Ἰωάννης ; Ευθυμίου</div>	<div>19</div> <div>The Holy Hieromartyr Paph</div> <div>Παφνούσιος, Ἱερομάρτυς</div>	<div>20</div> <div>Theodore the Trichinas</div> <div>Ἵσκιος Θεόδωρος ὁ Τριχινά</div>	<div>21</div> <div>The Holy Hieromartyr Janu</div> <div>Ἱερομάρτυς Ἰανουάριος καὶ</div>
<div>22</div> <div>Sunday of the Myrr-Bearin</div> <div>Κυριακή Δ' τῶν Μυροφόρων</div>	<div>23</div> <div>George the Great Martyr ar</div> <div>Γεώργιος Μεγαλομάρτυρς</div>	<div>24</div> <div>Elizabeth the Wonderworke</div> <div>Ἐλισάβετ ἡ Θαυματουργή</div>	<div>25</div> <div>Mark the Apostle and Evan</div> <div>Ἀποστόλος Μάρκος</div>	<div>26</div> <div>Basil the Holy Martyr Bisho</div> <div>Βασίλειος, Ἐπίσκοπος Ἀμα</div>	<div>27</div> <div>The Holy Hieromartyr Syme</div> <div>Ἱερομάρτυς Συμεὼν</div>	<div>28</div> <div>The Holy Nine Martyrs of C</div> <div>9 Μάρτυρες ἐν Κιζίκῳ</div>
<div>29</div> <div>Sunday of the Paralytic</div> <div>Κυριακή Δ' τοῦ Παραλύτου</div>	<div>30</div> <div>James the Apostle and bro</div> <div>Ἰάκωβος ὁ Ἀπόστολος</div>	<div>May 1</div> <div>Jeremias the Prophet</div> <div>Ἱερεμίας Προφήτης</div>	<div>2</div> <div>4th Wednesday after Pasch</div> <div>Τῇ Τετάρτῃ τῆς Μεσσοπεντη</div>	<div>3</div> <div>The Holy Martyrs Timothy a</div> <div>Τιμόθεος καὶ Μαύρα, Μάρτυ</div>	<div>4</div> <div>Pelagia the Nun-martyr of T</div> <div>Πελαγία, Μάρτυς</div>	<div>5</div> <div>Irene the Great Martyr</div> <div>Εἰρήνη Μεγαλομάρτυς</div>

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