

How to Check Room Schedules

Start by logging into your **My.Stetson**, click on the **Resources Tab** and select **Request an Event/Event Management**:


The screenshot shows the My.Stetson user interface. At the top, the user is logged in as Matthew Musser. The navigation bar includes links for EMAIL, GREEN PAGES, HATTER ALERT, BLACKBOARD, BANNER, STETSON TODAY, and LOGOUT. The Resources tab is highlighted in green. Below the navigation bar, there are three main sections: Employee, Resources (highlighted), and Student Life. The Resources section contains several categories: Enterprise Systems, Jobs / Processes, Self Service Menu(s), Search for Courses, duPont-Ball Library, and Tutorials. The Enterprise Systems category is expanded, showing a list of options: Banner, Argos, CourseLeaf, MentorIRB, Blackboard, Degree Audit, Stetson SSC, Request an Event / Event Management (indicated by a black arrow), and Ensemble.

Select Deland Campus





The screenshot shows the Stetson University website's Calendar of Events page. The header includes the Stetson University logo and navigation links for APPLY, VISIT, GIVE, and a search icon. Below the header, there are links for ABOUT, ACADEMICS, ADMISSIONS, STUDENT LIFE, ALUMNI, and ATHLETICS. The main content area features a sidebar with links for Calendar of Events, Event Requester FAQ, Event Approver FAQ, and Calendar Contacts. The main content area has three images of campus events. Below the images, the text reads: "Calendar of Events. The calendar of events gives you a place to keep up to date with the events taking place on your selected campus. Additionally you can set reminders for events or submit a request for an event of your own." Below this text is a green button labeled "DELAND CAMPUS" (indicated by a black arrow) and a "SHARE PAGE" button. A note at the bottom states: "*Gulfport, Tampa, and Celebration campus calendars pending."

Click on **SEARCH**

SIGN OUT | MANAGE | MY PROFILE | HELP

 **DeLand Campus**

CAMPUSES **CATEGORIES** **CULTURAL CREDITS** **REQUEST EVENT**

VIEW TYPE:    < VIEW BY: NEXT 180 > Q SEARCH 





TUESDAY, AUGUST 6, 2019 - SUNDAY, FEBRUARY 2, 2020





Court Resurfacing
Court Resurfacing

SHARE IT

Tuesday, August 6, 2019
12:00 AM - 11:30 PM (ET)

Edmunds Center, Gym
143 E Pennsylvania Ave
DeLand FL 32723 **DETAILS**

 Email  Remind  Favorite  Add to Calendar

Then under **LOCATION** be sure to “**Select Multiple**” and scroll down to duPont-Ball Library and select Rooms 208, 209, 210, and 213.

SIGN OUT | MANAGE | MY PROFILE

DeLand Campus

CULTURAL CREDITS **REQUEST EVENT**

BY: NEXT 180 > Q SEARCH

CATEGORY: Select LOCATION: Select **SEARCH**
[Select Multiple](#) [Select Multiple](#) **CLEAR**

- SUNDAY, FEBRUARY 2, 2020

SHARE IT

DETAILS

[Add to Calendar](#)

Location
[Select All](#) [Deselect All](#)

- Room 102
- Room 106
- Room 206
- Room 207
- Room 208
- Room 209
- DeLand Hall
- Room 115
- Room 200A
- duPont-Ball Library
 - Main Floor
 - Nemece Courtyard
 - Room 137
 - Room 138
 - Room 139
 - Room 141
 - Room 15
 - Room 208
 - Room 209
 - Room 210
 - Room 213
 - Room 25L
 - Room 26L
- Edmunds Center
 - Gym
 - HOF Room

SUBMIT

The calendar will then update with the events for today!