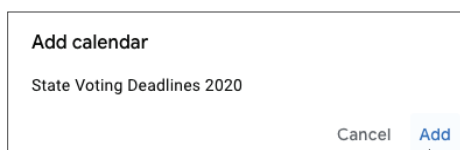


FVAP STATE VOTING DEADLINE CALENDAR INSTRUCTIONS

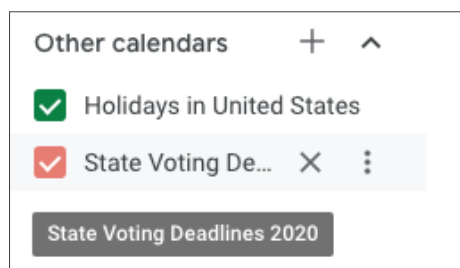
ADD YOUR FVAP STATE VOTING DEADLINE CALENDAR (GOOGLE MAIL USERS)

1. Click “desktop” below your state or territory.
2. You’ll be prompted to sign in to your Google account. Once signed in, Google Calendar will load a pop-up asking to add the new calendar.
3. Click “Add.”



Step 3: Add FVAP State Voting Deadline Calendar

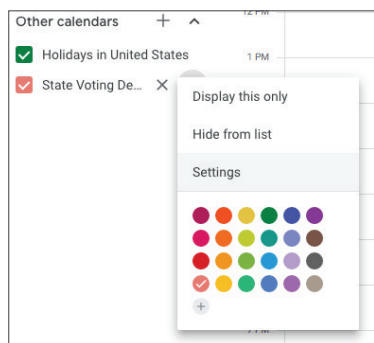
4. You’ll see your new calendar on the left side panel, under “Other calendars.” Follow the steps below to set proper calendar notifications to ensure you receive deadline reminders before each federal election in 2020.



Step 4: Locate State Voting Deadline Calendar

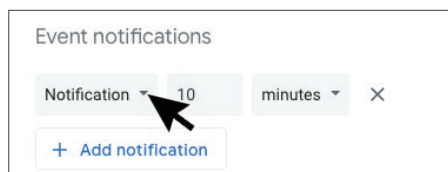
SET CUSTOM CALENDAR NOTIFICATIONS FOR YOUR FVAP STATE VOTING DEADLINE CALENDAR

1. Edit your notification settings by hovering over the FVAP State Voting Deadline Calendar name under “Other calendars” and clicking on the three vertical dots.



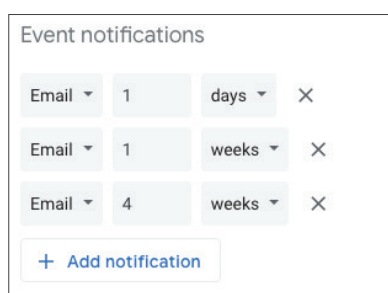
Step 1. Edit notification settings

2. Choose “Settings” in the drop down menu.
3. Scroll down to the “Event notifications” section and select “add notification.”
4. Select “new notification settings” to edit and opt for “Email.”



Step 4. Opt for email notifications

5. Select timing for one week before each deadline.
6. We recommend setting two additional Email notifications:
 - a. One at four-weeks before, and
 - b. Another for one-day before each deadline.



Step 6. Recommended Notifications

