

# Add a class from the Classic Weekly Class Calendar.

Open the Classic Weekly Class Calendar by clicking the Weekly Calendar button from the Executive Dashboard or the Calendar link to the right of the Global Search fields on the top of every screen in Jackrabbit. Note: If the Activity Calendar opens, select the Classic Calendar button to switch to the Classic Weekly Class Calendar.

- You can double click in the time slot and day of the week for the new class to open the Add Class popup and complete the fields as appropriate.

OR

- You can select the Add Class button at the top of the Classic Weekly Class Calendar and complete the fields as appropriate.
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