



Mobile App
User Guide

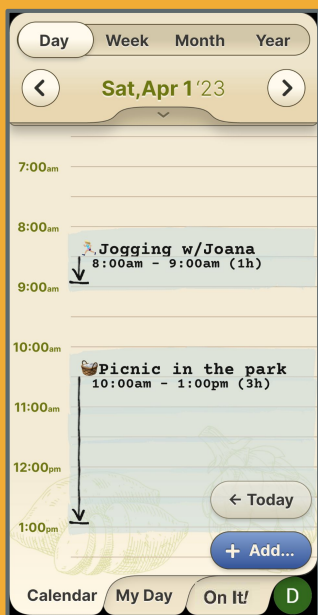


Personalization

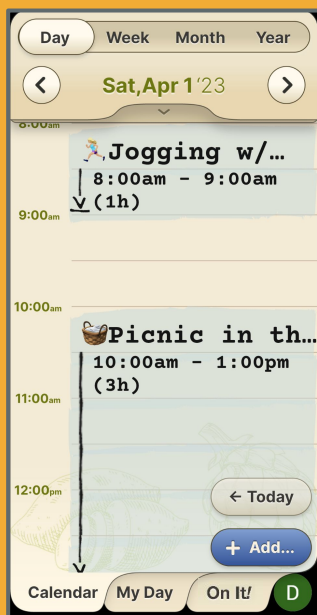


Change Font Size

Small font



Large font



Step 1 of 2

Easily adjust the font size by selecting between three (3) size options.

You can change your calendar font size independent from your general phone settings.

Enter the **Settings** page by pressing your user profile icon located on the bottom right corner.



Change Font Size



Step 2 of 2

- To select your font size, press the option word: Small, Medium, or Large.
- An example of the font size will appear below.
- Press **Close** to confirm your selection.

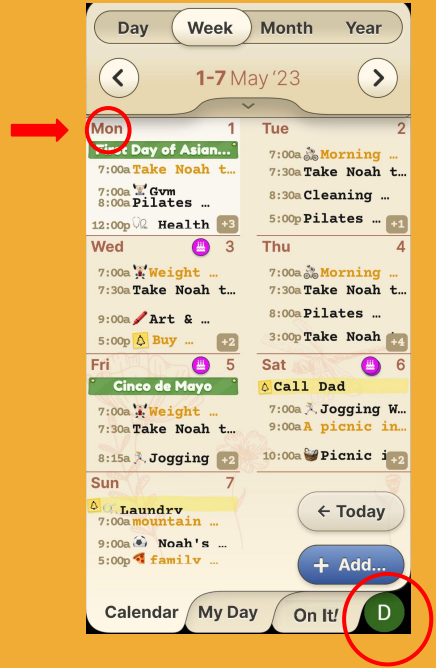
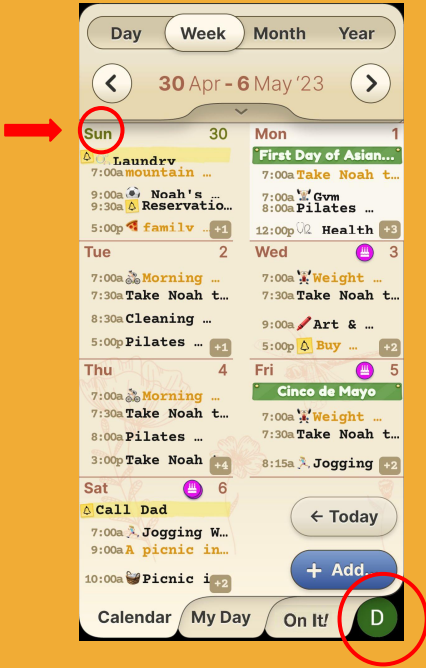


Select a Day to Start the Week

Sunday

or

Monday



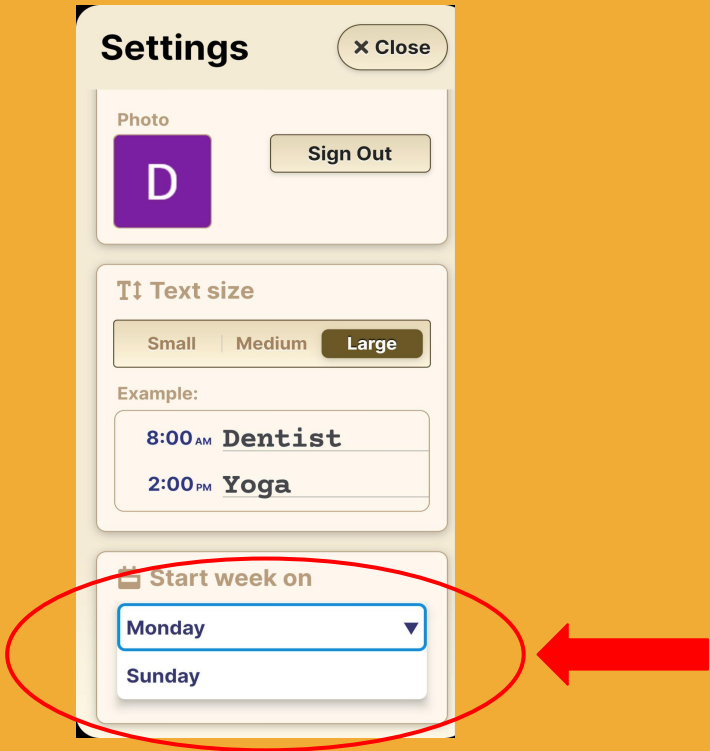
Step 1 of 2

Easily adjust on which day you would like your week to start, Sunday or Monday.

Enter the “**Settings**” page by pressing your user profile icon located on the bottom right corner.



Select a Day to Start the Week



Step 2 of 2

- To select the day to start, press the option **Start week on** and use the arrows to choose between Sunday or Monday
- Press **Close** to confirm your selection.



Add Contacts' Birthdays



Step 1 of 1

When choosing the calendars you want to add (see the “Adding Calendars” section) select “Birthdays”. All birthdays written in your Google or mobile contact list will then appear automatically.



Birthdays with Photos



Step 1 of 1

Birthdays appear as they are written in your mobile or Google contacts.

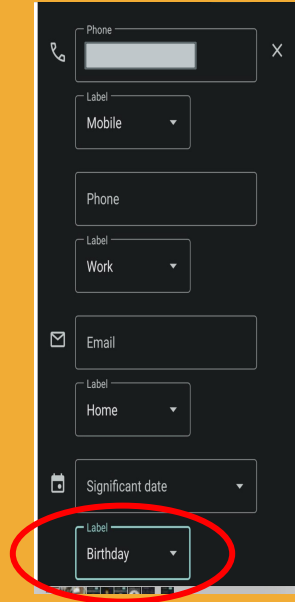
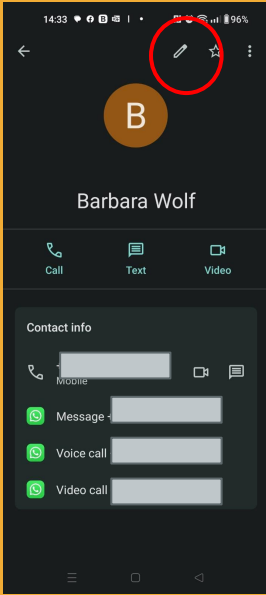
The Highlife calendar shows your contacts' birthdays including their photo.

To learn how to add a photo to a contact, see [Add a photo to a contact](#)

(By the way, even those who do not have a mobile phone can be assigned a "contact" with a photo e.g. for young children.)




Add BDAY & a Photo to a contact in your mobile device(Android)



Adding a photo and BDAY to a contact is a feature that exists on your mobile device.

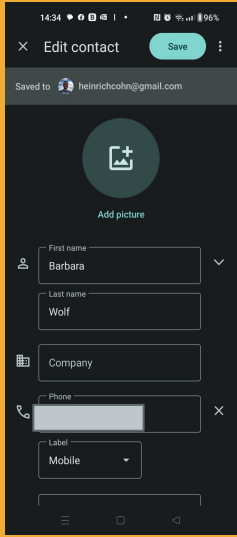
Here you can see how to do it easily:

Step 1 of 2

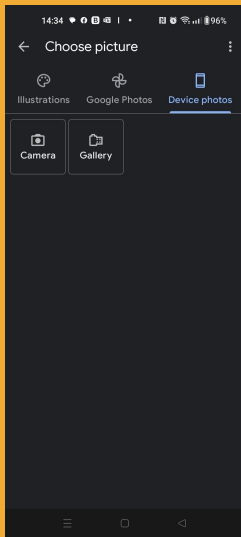
Access the list of contacts on the mobile phone. Click on Edit  and write the date of the contact's birthday.



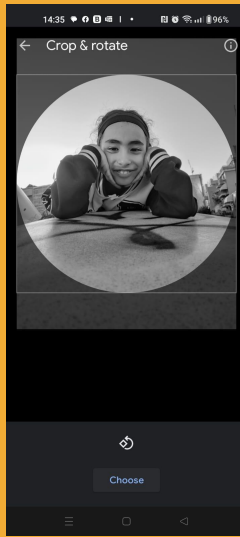
Add BDAY & a Photo to a contact in your mobile device(Android)



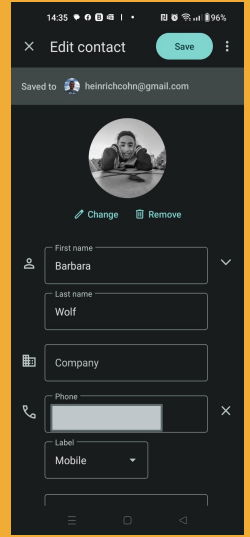
a



b



c



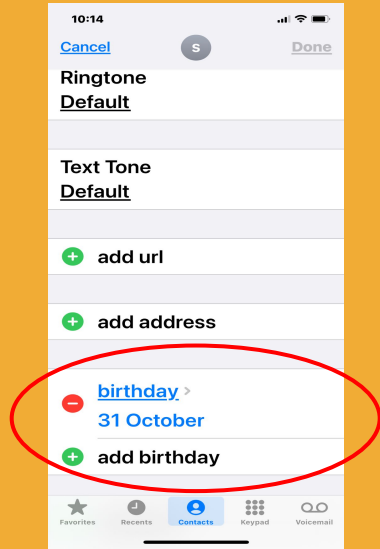
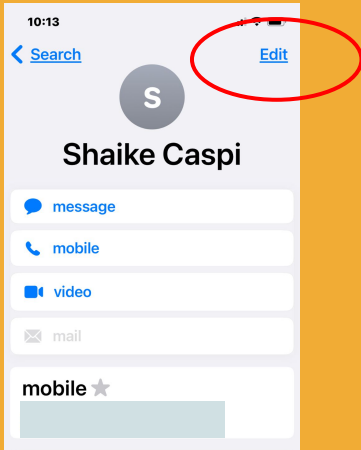
d

Step 2 of 2

Add a photo for the contact:

- click on Add Picture
- choose a photo from your photo gallery, you can take a photo, add an emoji, etc
- Select the image
- Save the changes by clicking on **save**

Add BDAY & a Photo to a contact in your mobile (iOS)



Adding a photo and BDAY to a contact is an existing feature on your mobile device.

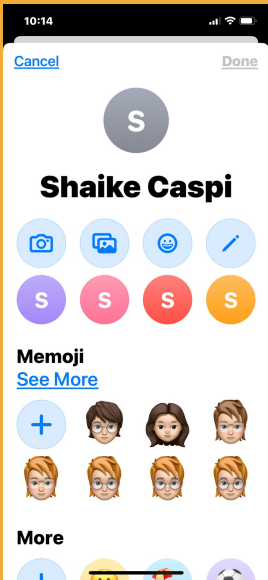
Here you can see how to do it easily:

Step 1 of 2

Access the list of contacts on the mobile phone. Click on "**Edit**" and write the date of the contact's birthday.



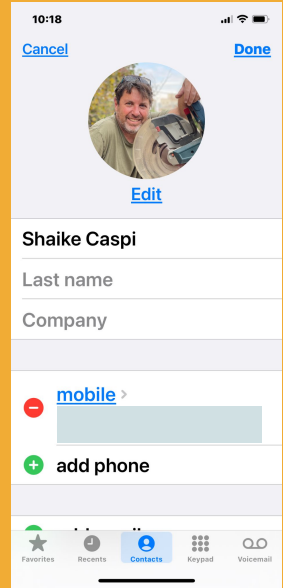
Add BDAY & a Photo to a contact in your mobile (iOS)



a.



b.



c.

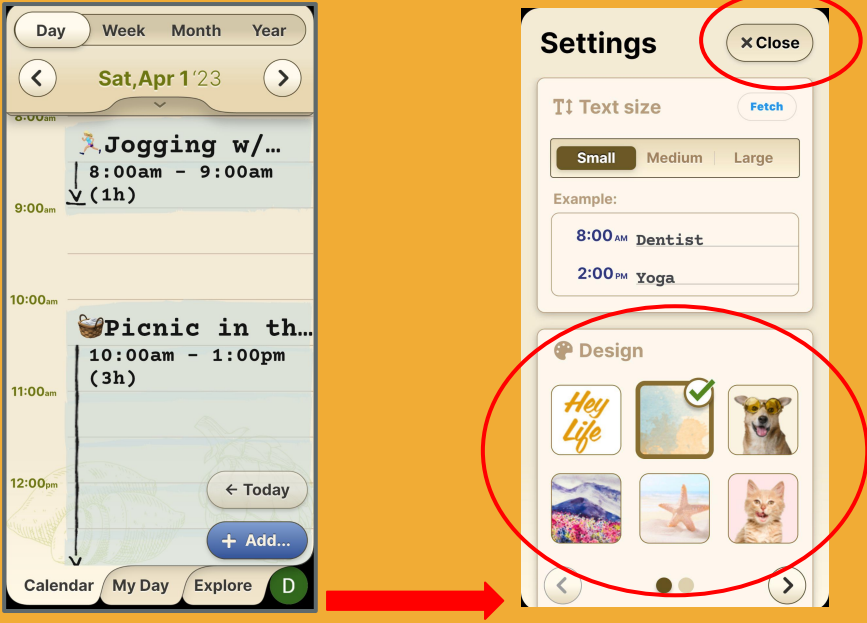
Step 2 of 2

Add a photo for the contact:

- Click on **"Add Photo"**.
- Choose a photo from your photo gallery (you can select a photo, an emoji, etc.)
- Save changes by pressing **"Done"**.



Change the Background Design



Show off your personality and style with HeyLife. Choose from many beautiful design options.

Step 1 of 1

Enter your **Settings** by pressing your user profile icon (bottom right corner).
Press to select your **Design**.
Press **Close** to apply.



Add/Remove Other Calendars

All the calendars that appear in your Google calendar can be seen in your Heylife calendar.

You can add additional calendars through your Google account (e.g. Holidays, Sports, Calendar of other users).

This requires confirmation by email from the owner of the calendar and is done only through Google on a computer.

Please follow Google instructions, click [here](#).



Add/Remove Other Calendars



An event from another person's calendar.

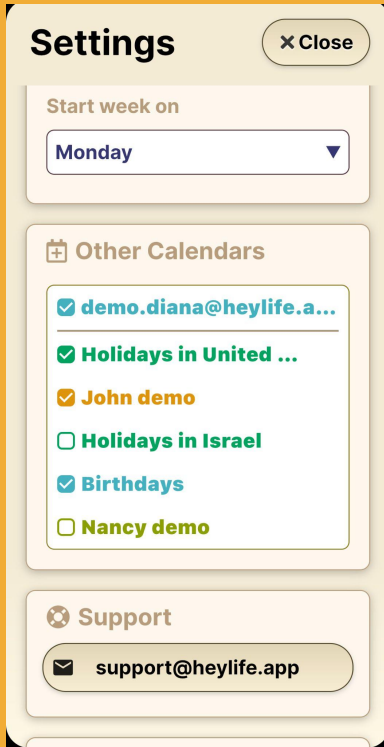
Step 1 of 3

If you already have access to & have added additional calendars to your Google calendar *and* would like to view them in your HeyLife calendar:

Enter enter the **Settings** page of your HeyLife Calendar by pressing your user profile icon located on the bottom right corner.



Add/Remove Other Calendars



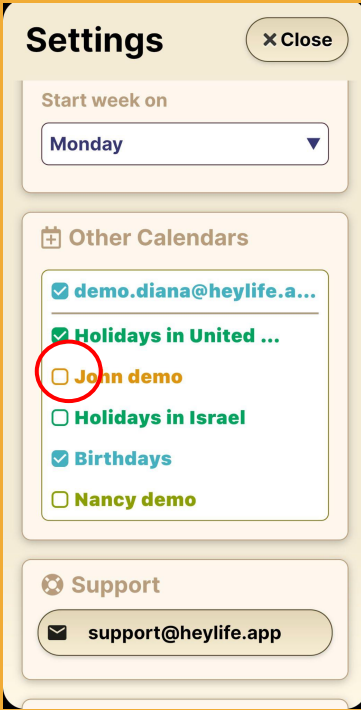
Step 2 of 3

Scroll down to '**Other Calendars**' and select the calendar you want to see. Press '**Close**' to confirm your selection.

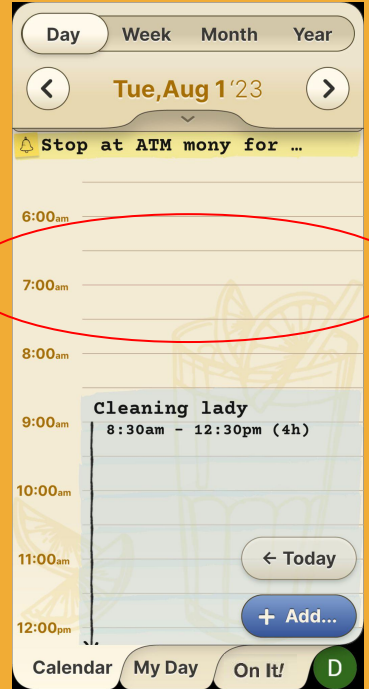
The chosen calendar will then become visible.



Add/Remove Other Calendars



John's bike ride wont show now as it did in Step 1 of 3



Step 3 of 3

Note: only “checked” calendars will display on your HeyLife Calendar. In the example above “John’s” calendar is deselected, so his activities do not show in the calendar.



Thank you!