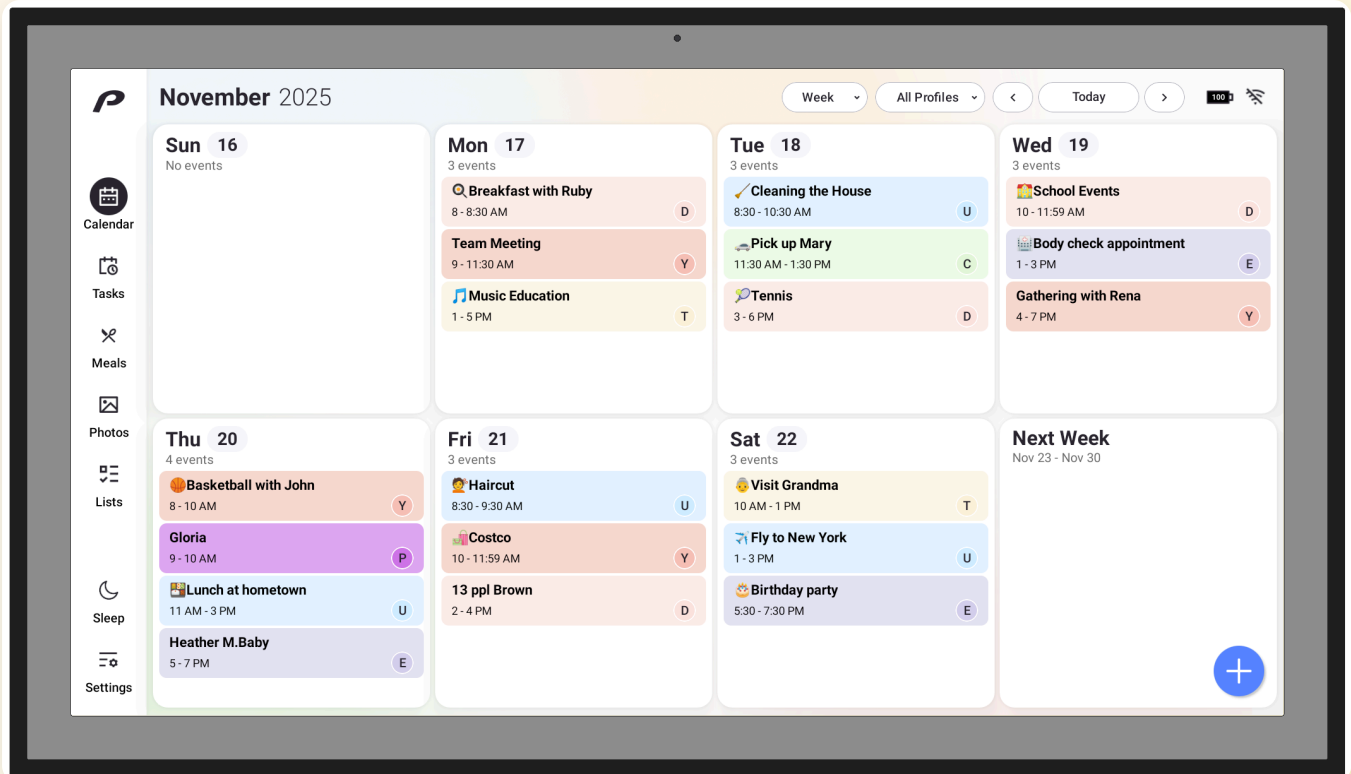


# Pronext Calendar

User Manual for Calendar Firmware 2.1.0 & App 1.5.6

Contact: [info@pronextusa.com](mailto:info@pronextusa.com) | Website: [pronextusa.com](http://pronextusa.com)



## 1 Device Button Instructions

The buttons are located on the top of the device.

- 1 Press and hold the power button to turn on the device.
- 2 Press and hold the power button to turn off or restart the device.
- 3 Press the power button briefly to put the device into sleep mode. Tap the screen again to wake up the device.

## 2 Overview

Thank you for choosing the Pronext Calendar! We're thrilled to assist you in managing everyone's hectic schedules, allowing you to focus on what truly matters: spending quality time with your family.

We continually strive to enhance our product, and we value your input. Join our Facebook Group "**pronext calendar club**" to share your thoughts and suggestions.

Updates with new features will be automatically added to your device or mobile app, and you will be informed through emails, push notifications, and messages within the app.

#### Customer Support

If you notice any discrepancies, please contact us at [info@pronextusa.com](mailto:info@pronextusa.com). We provide real human customer support via phone and email!

## 3 Troubleshooting Guide

### Factory Reset Instructions:

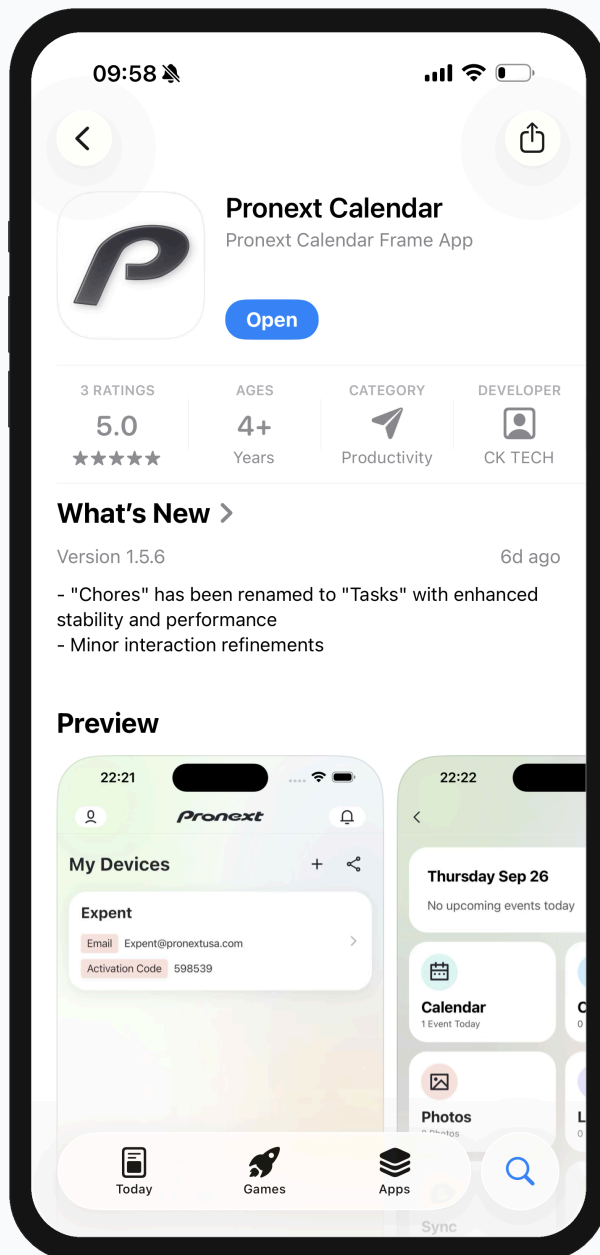
- 1 Power off your device completely.
- 2 Press & hold both: **Power button + Volume + button.**
- 3 Select "Wipe Data/Factory Reset" — Confirm with power button.
- 4 Final step: Choose "Factory Data Reset".

#### Warning

A factory reset will erase all local data on the device. Your cloud data remains safe.

## 4 Install the App

To fully utilize the features of your Pronext Calendar, you will need to download the free Pronext app. You can get the app from **Google Play** and **App Store**.



## 5 Setup Guidelines

Once you have connected your Calendar to Wi-Fi and entered the 6-digit activation code, we recommend setting up your device following this sequence:

- 1 Set the timezone on your Pronext Calendar, in **Settings → Configure Time Zone**.
- 2 Sync any external calendars (Google, iCloud Calendar, Outlook, etc.).
- 3 Label your new Categories according to the family member that each calendar represents.
- 4 Complete the setup of any additional Categories for your family members.
- 5 Grant your family members access to your Pronext Calendar using the app.

6 Add events and Tasks.

---

## 6 Start Setup

---

1 Enter your email to start.

---

2 Create your account.

---

3 Choose "I have a Pronext Device" if you are creating a new Pronext calendar and activating a new device. Choose "Join a family calendar" if you are joining an existing calendar through a share link.

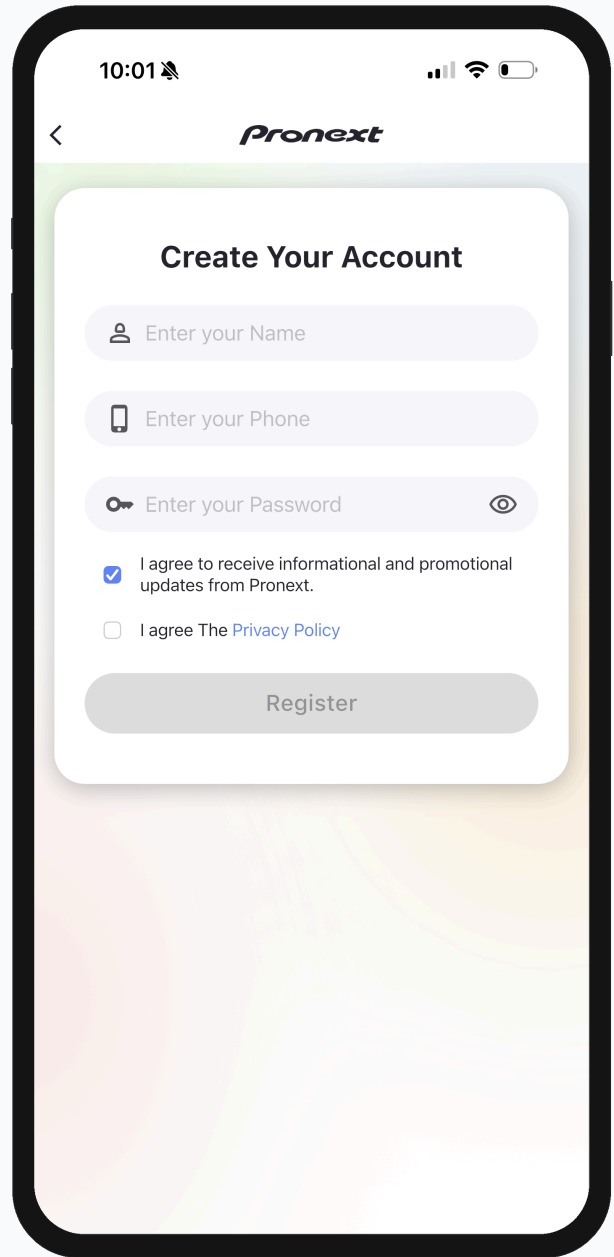
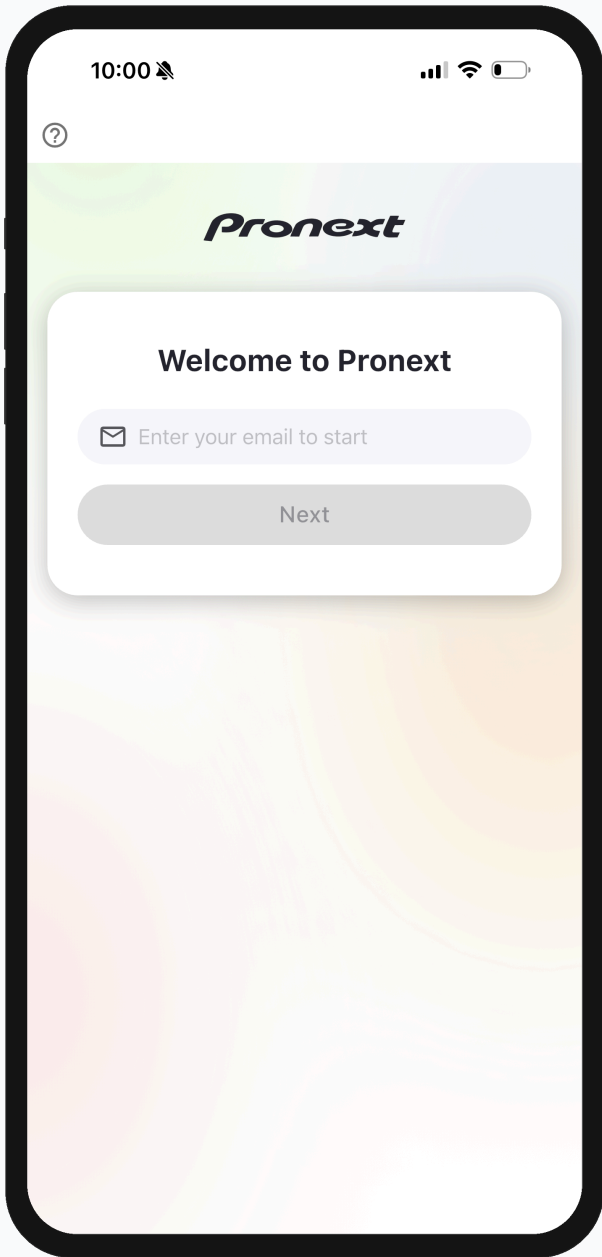
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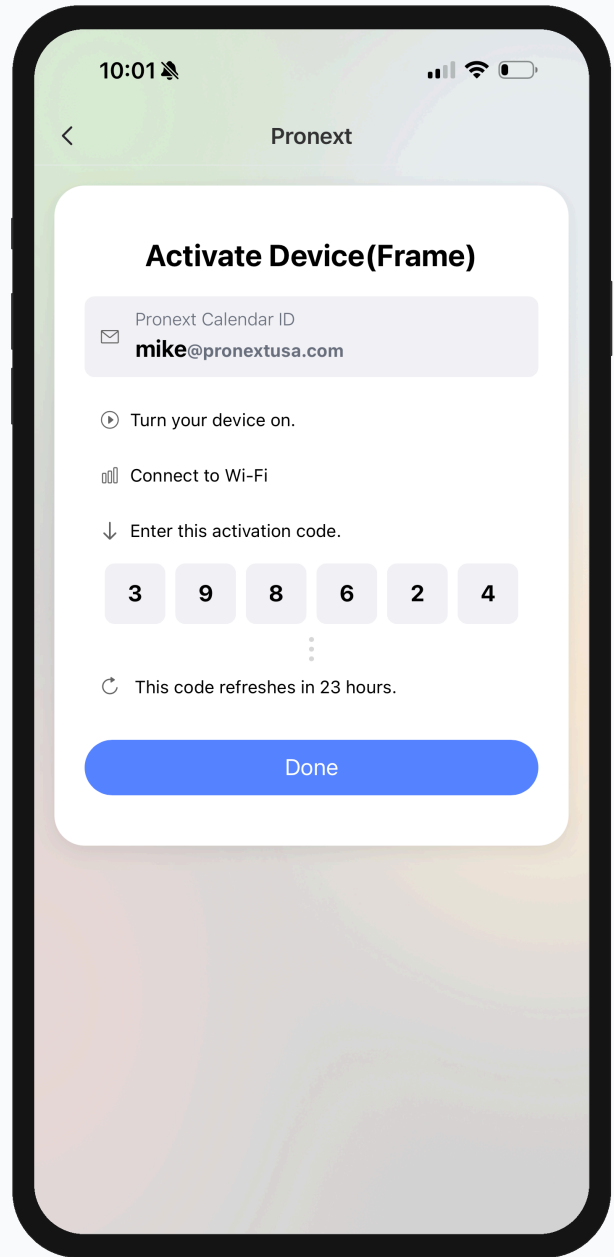
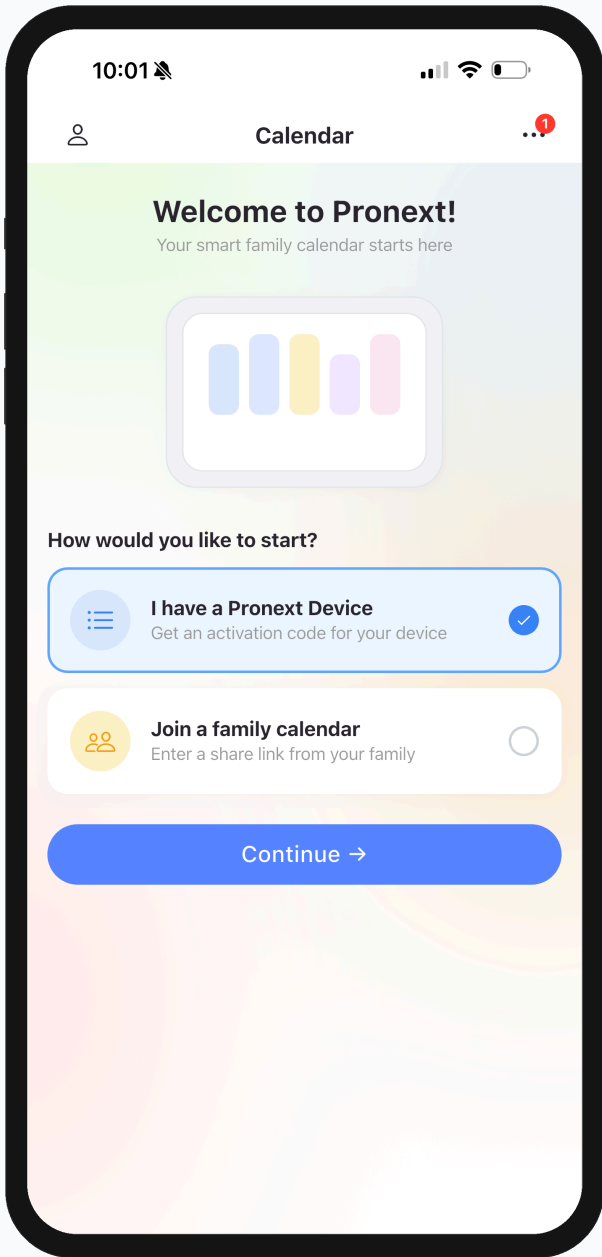
4 If you selected "I have a Pronext Device", a 6-digit code will appear. Simply enter this code into the device.

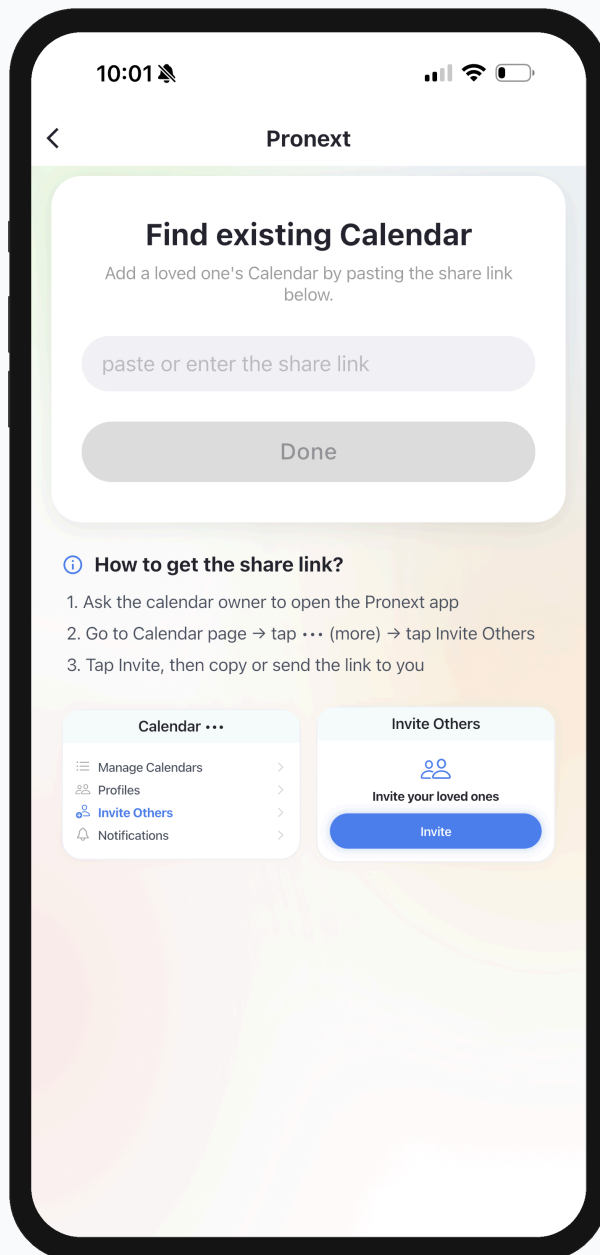
---

5 If you selected "Join a family calendar", just copy and paste the shared link.

---

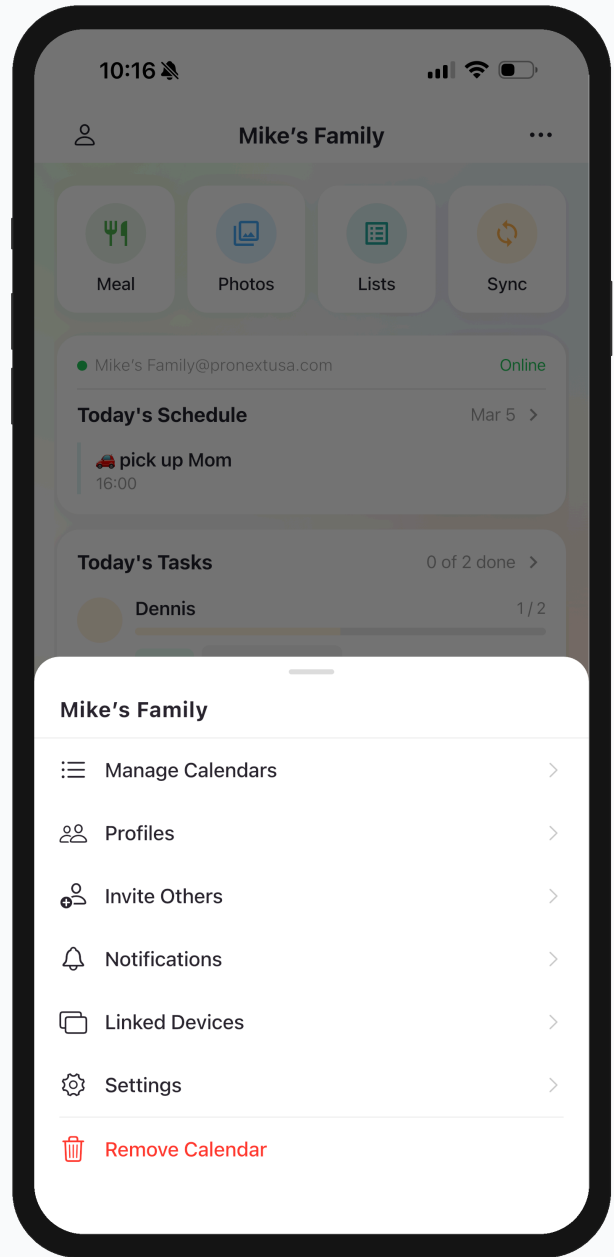
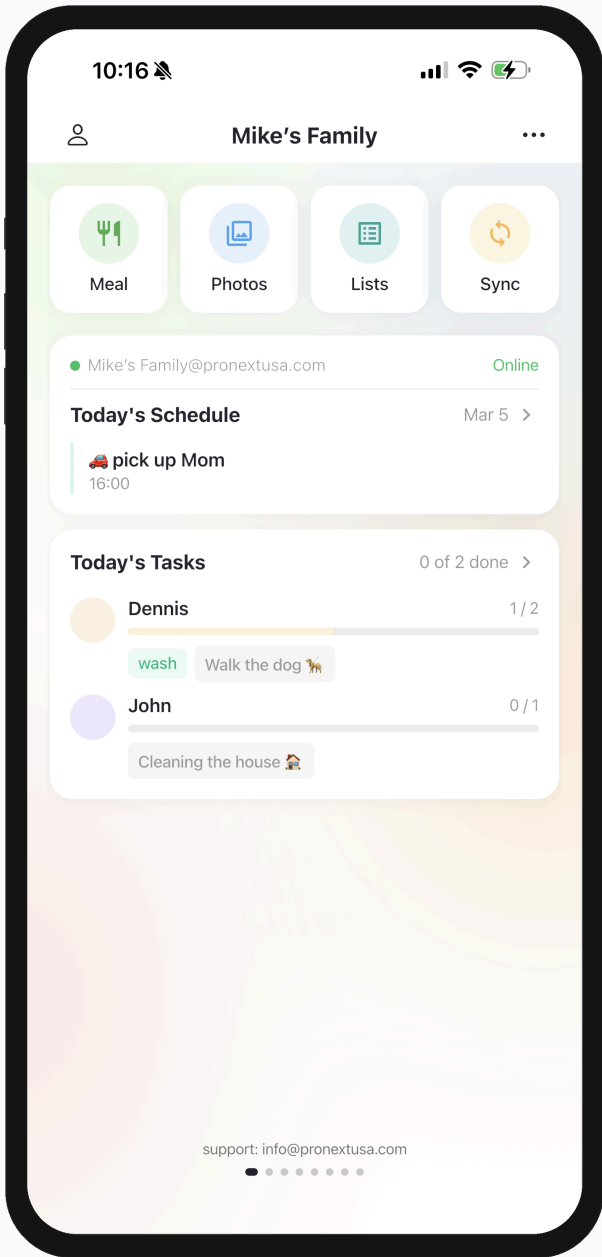


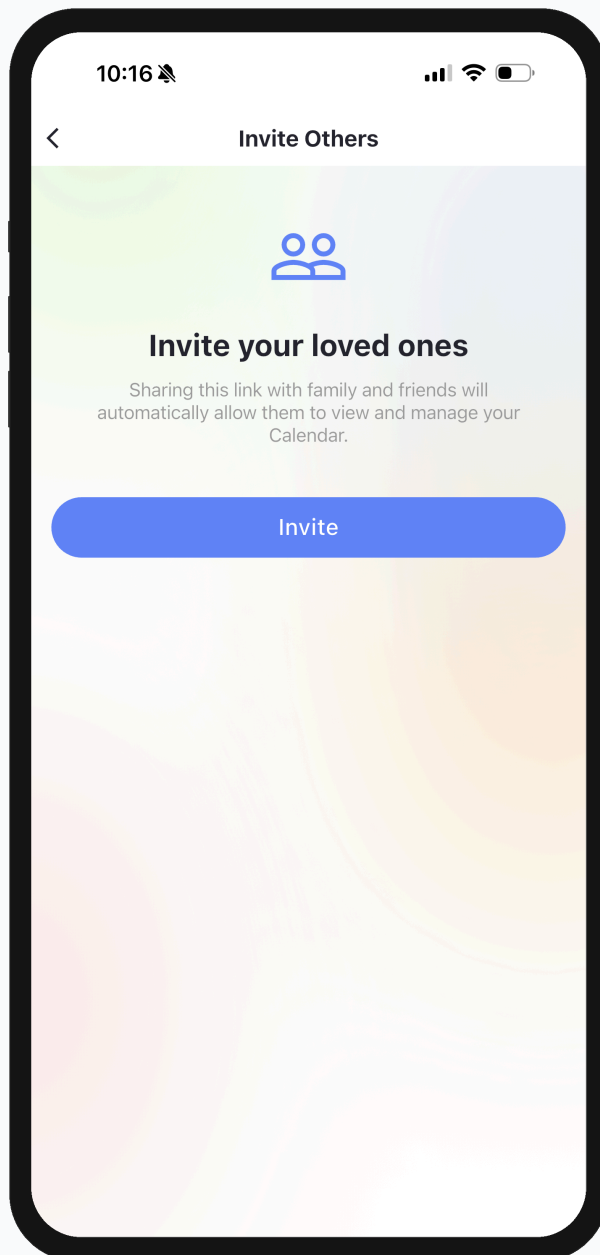




## 7 How to Link New Device

- 1 Select the '...' icon in the upper-right corner.
- 2 Choose "Linked Devices".
- 3 You will get the activation code.





8

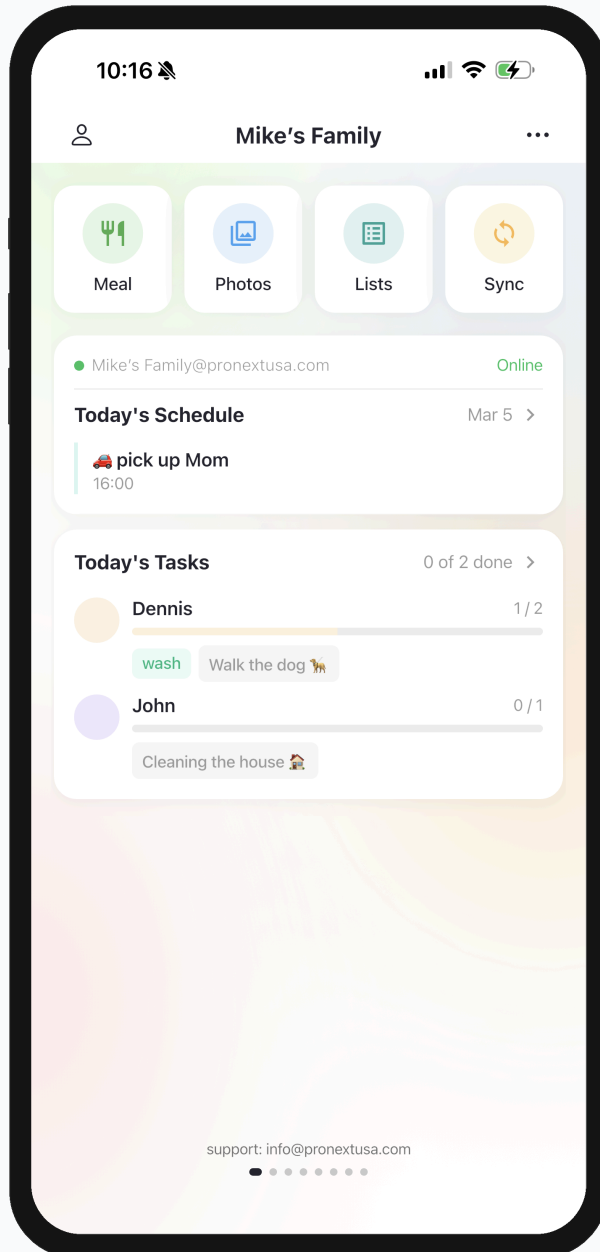
## Syncing Calendars

### Note

Syncing is exclusively available through the app.

When you connect a source calendar (such as Google, iCloud, etc.) to Pronext, any updates made on your source calendar will automatically reflect on Pronext.

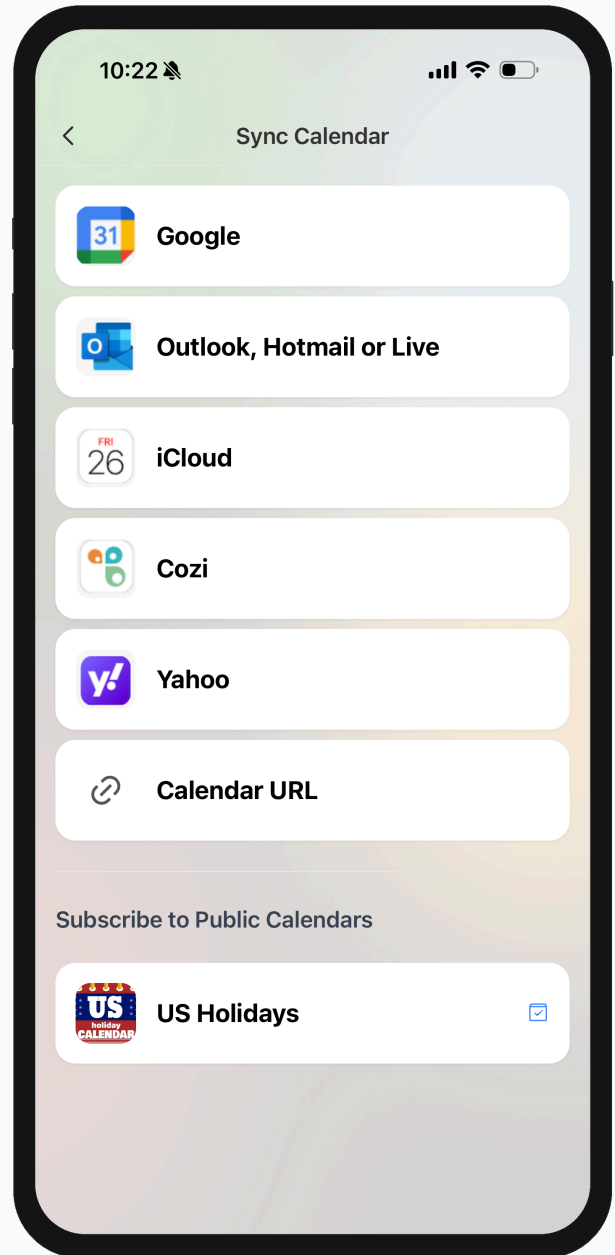
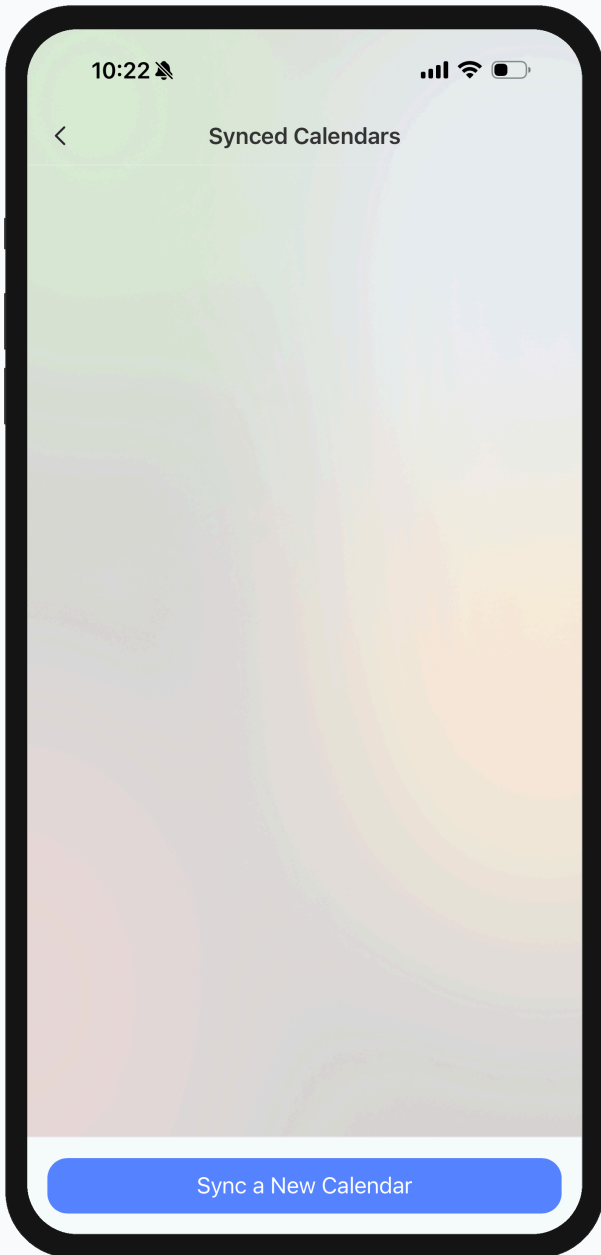
For Google Calendars specifically, you have the option to enable **two-way syncing**, allowing changes made on Pronext (including event creation and editing) to be mirrored on your Google Calendar as well.



## Syncing a New Calendar

Press "Sync" to proceed, and choose the calendar type for syncing.

- 1 Sync a New Calendar.
- 2 Choose the type of calendar you want to sync: Google, Outlook/Hotmail/Live, iCloud, Cozi, Yahoo, Calendar URL, US Holidays.



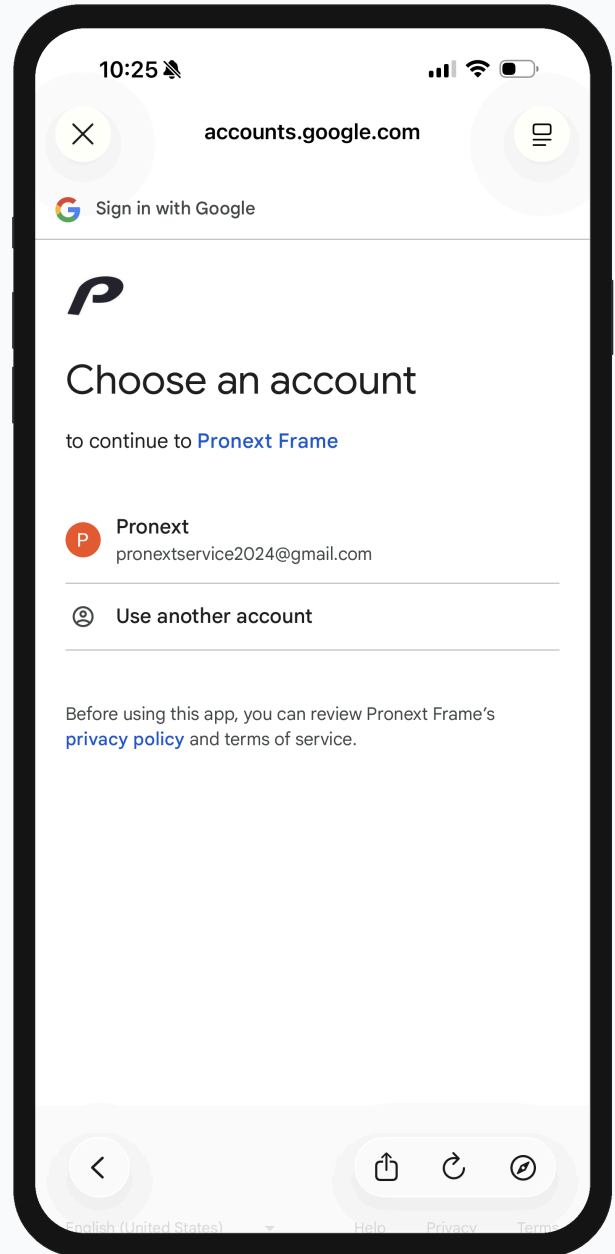
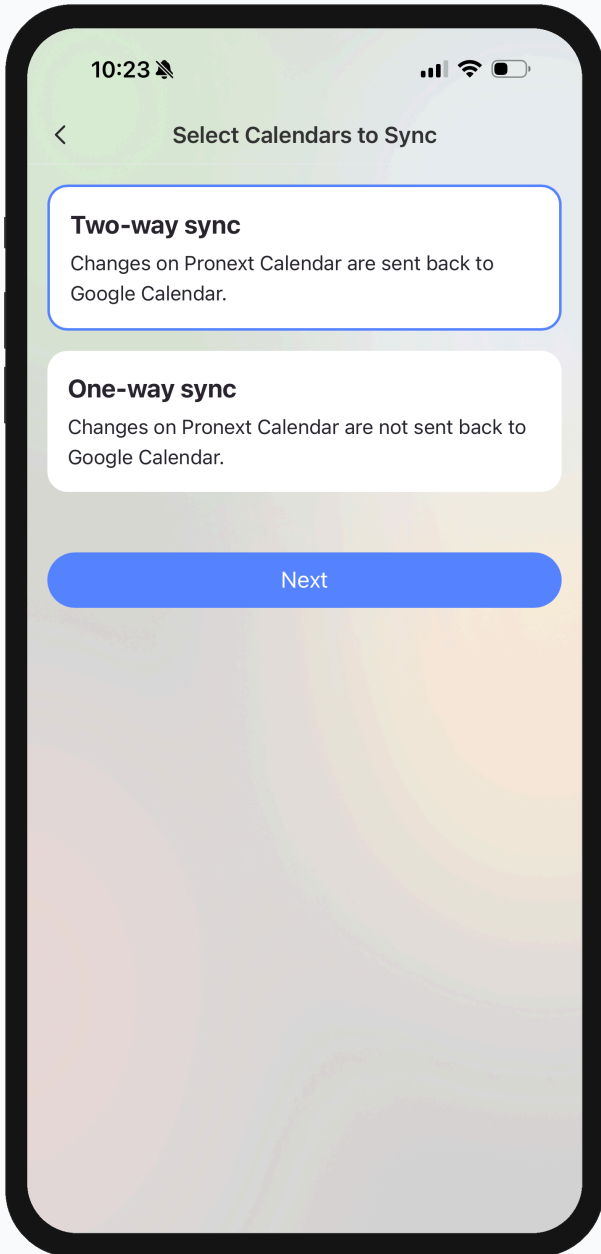
## Google Calendar

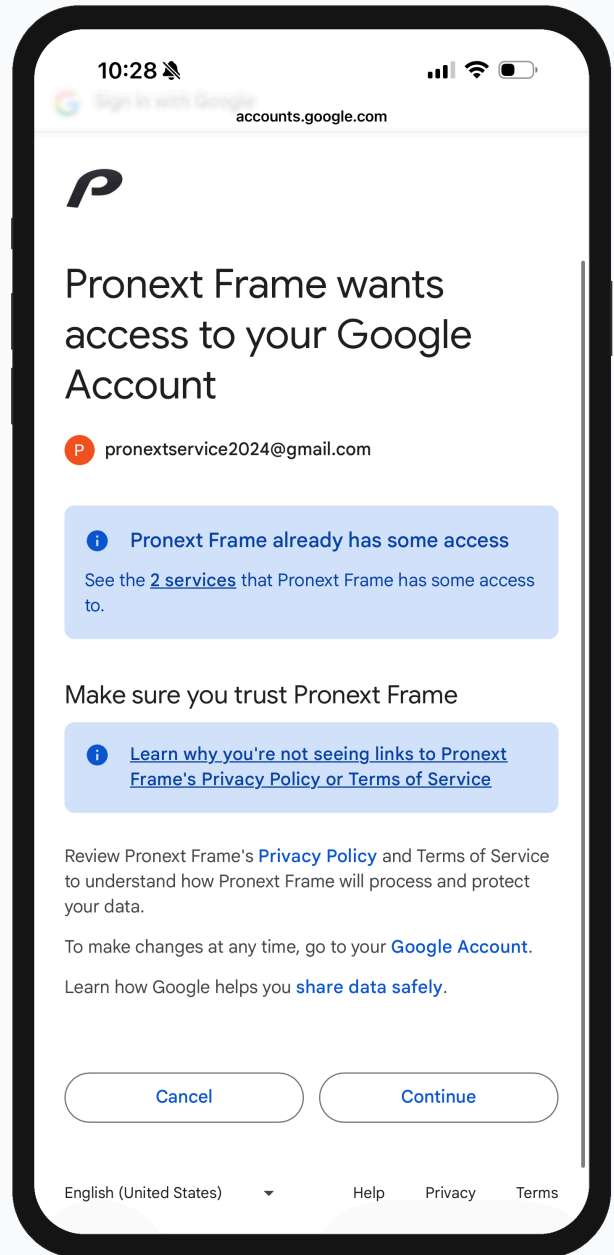
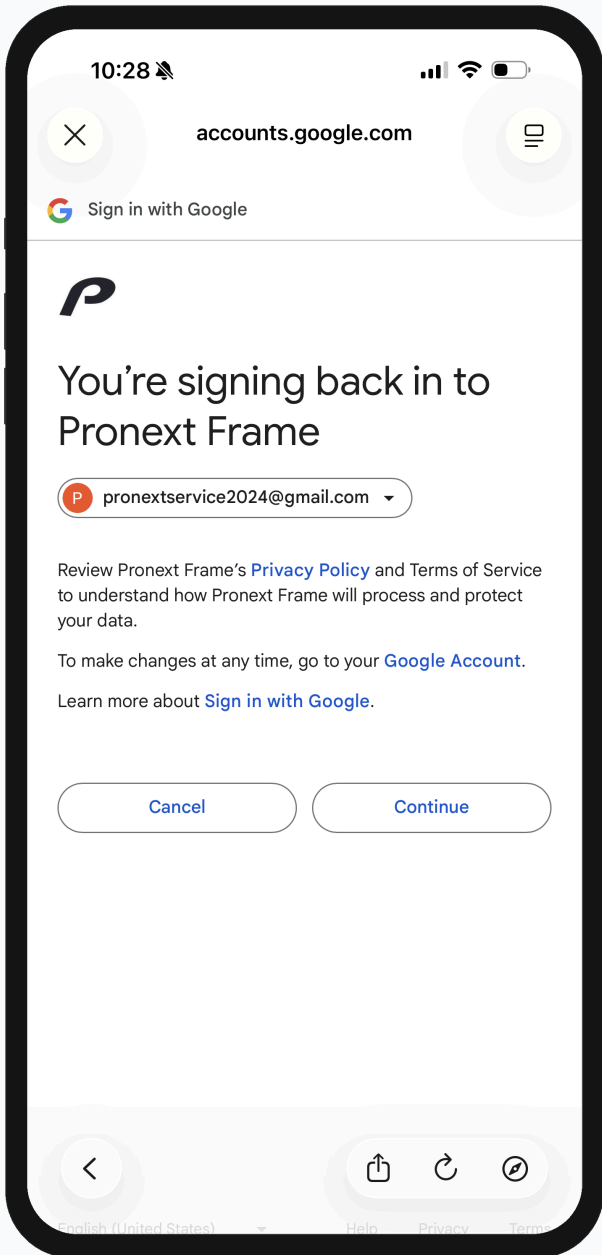
If you are syncing a work calendar associated with Google Workspace, please choose Google.

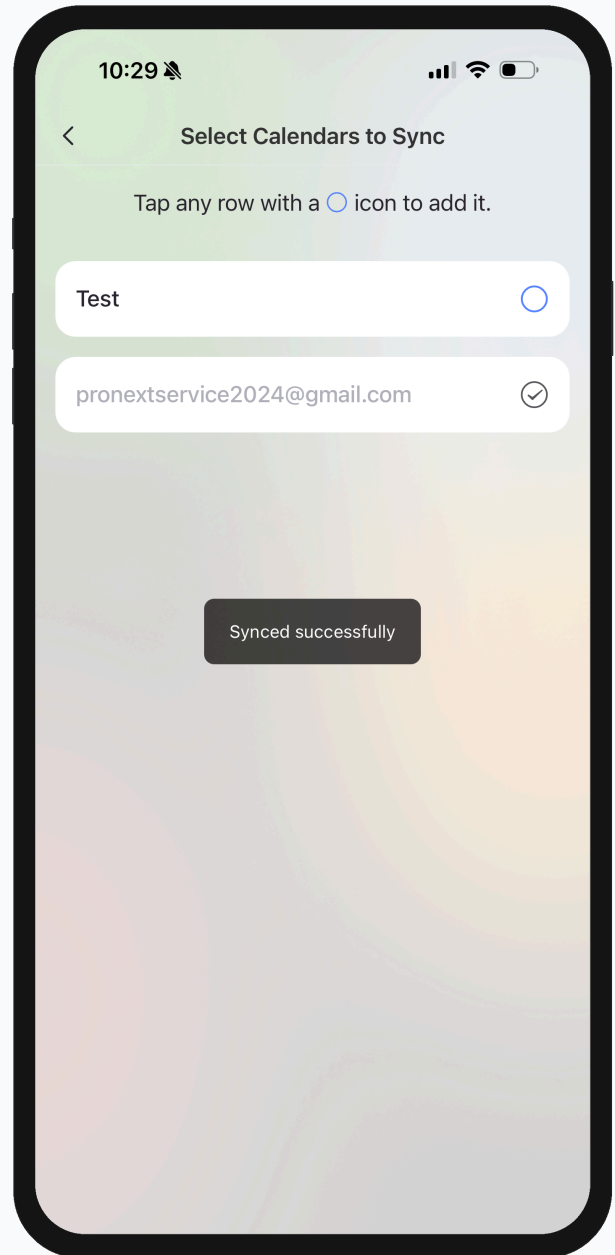
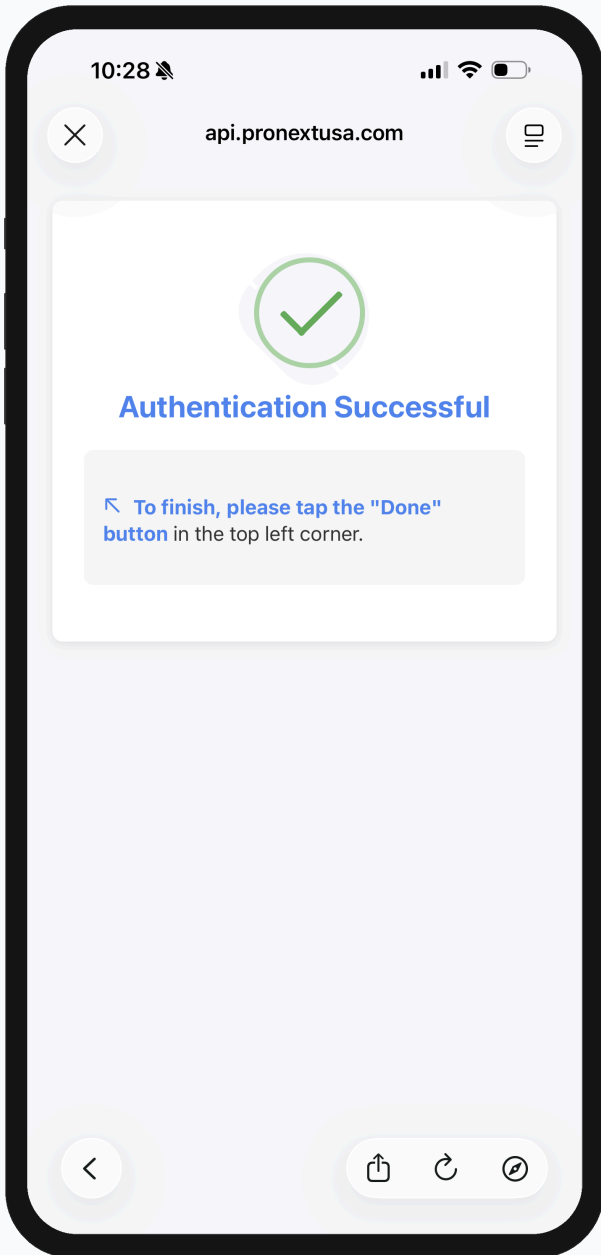
- 1 Choose if you want **two-way sync** or **one-way sync** and press "Next".
- 2 Choose an account or use another account.
- 3 Press "Advanced" and then press "Go to pronextusa.com".
- 4 Press Continue.
- 5 Choose "See, edit, share... Google Calendar" and press Continue.

6 Press Done.

7 Choose the email address again and it shows synced successfully.

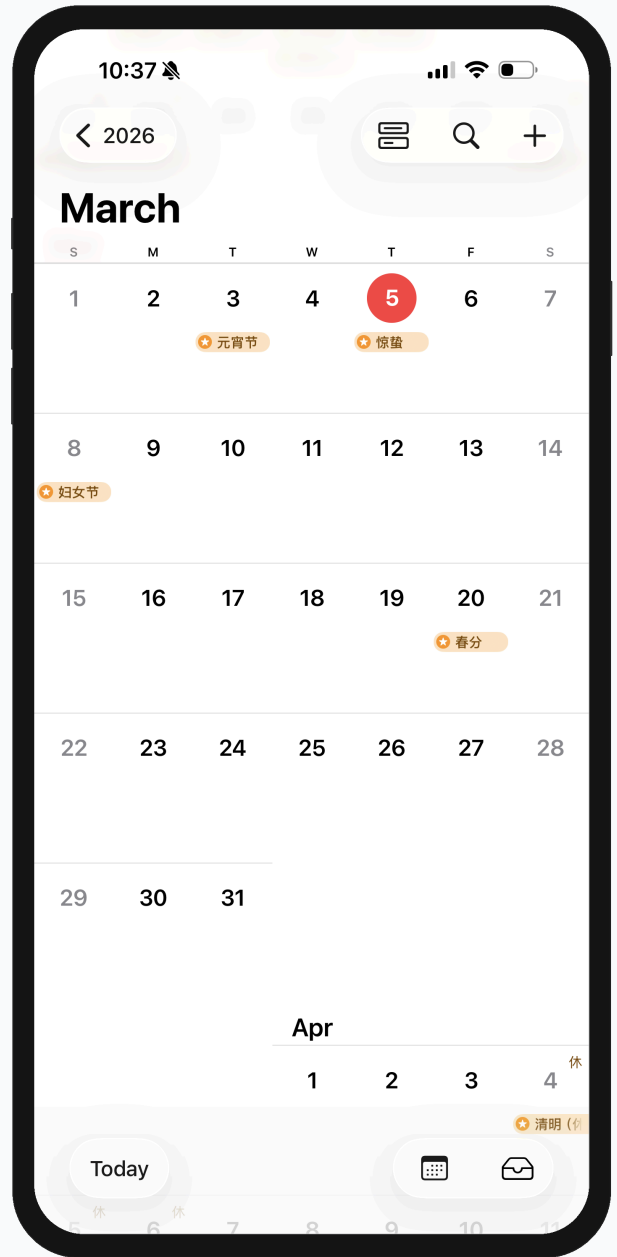


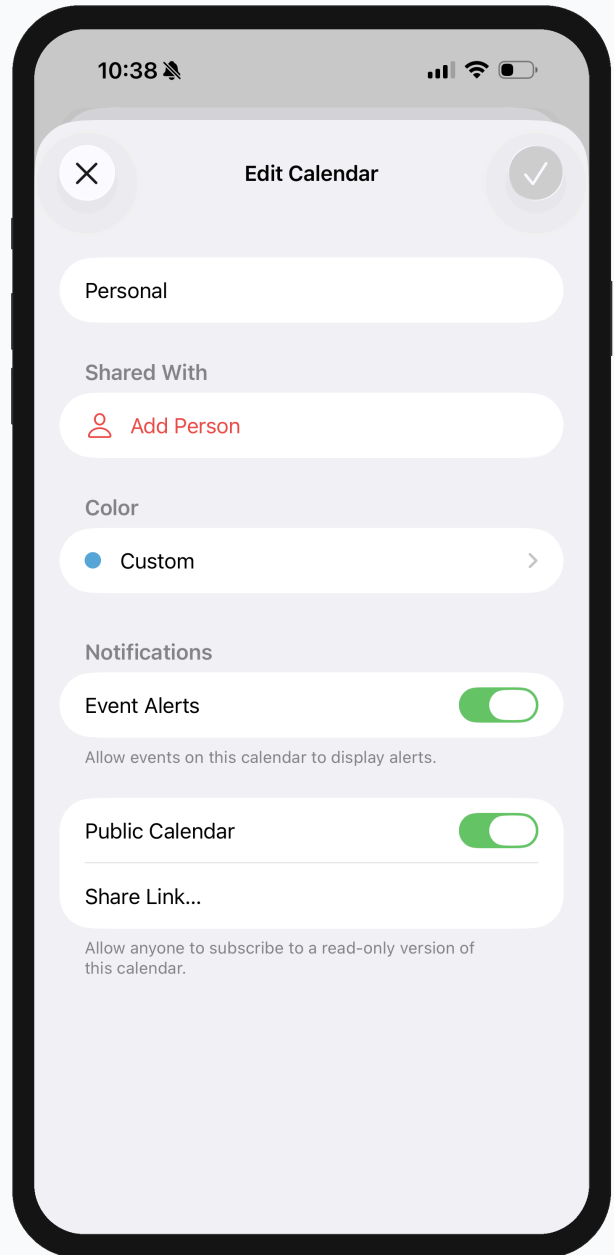
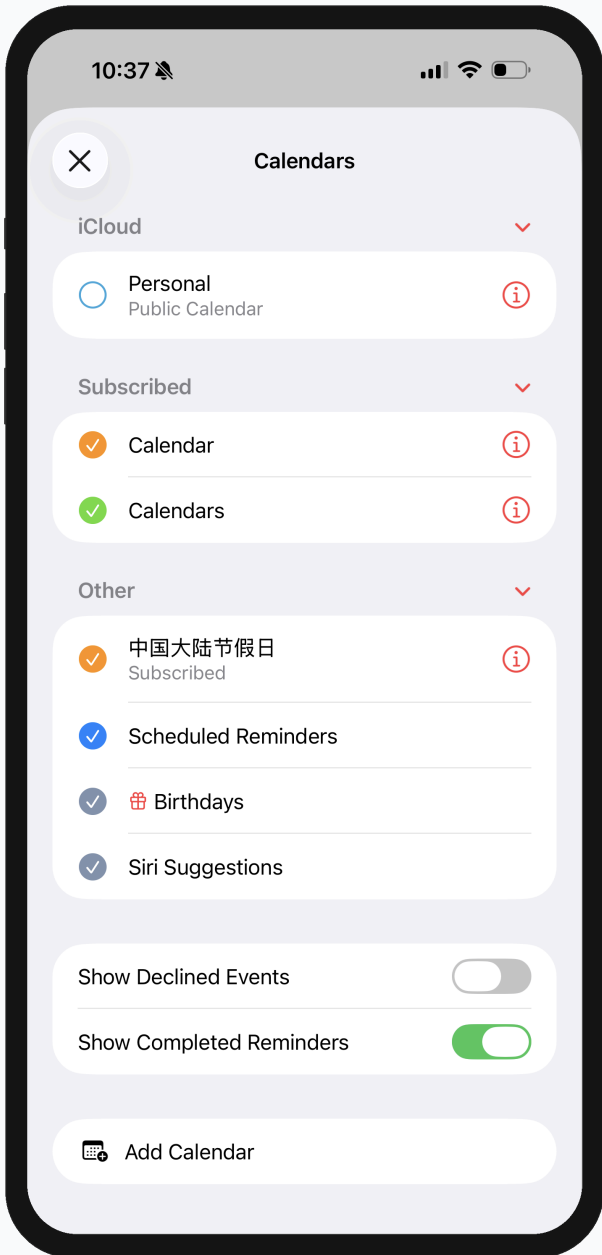


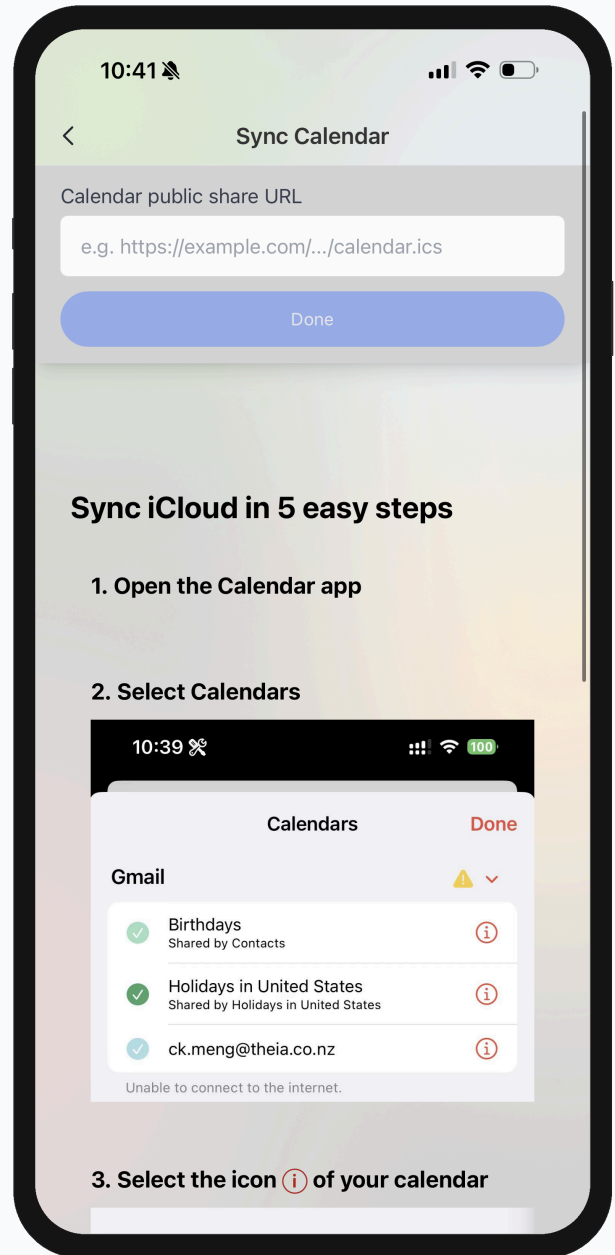
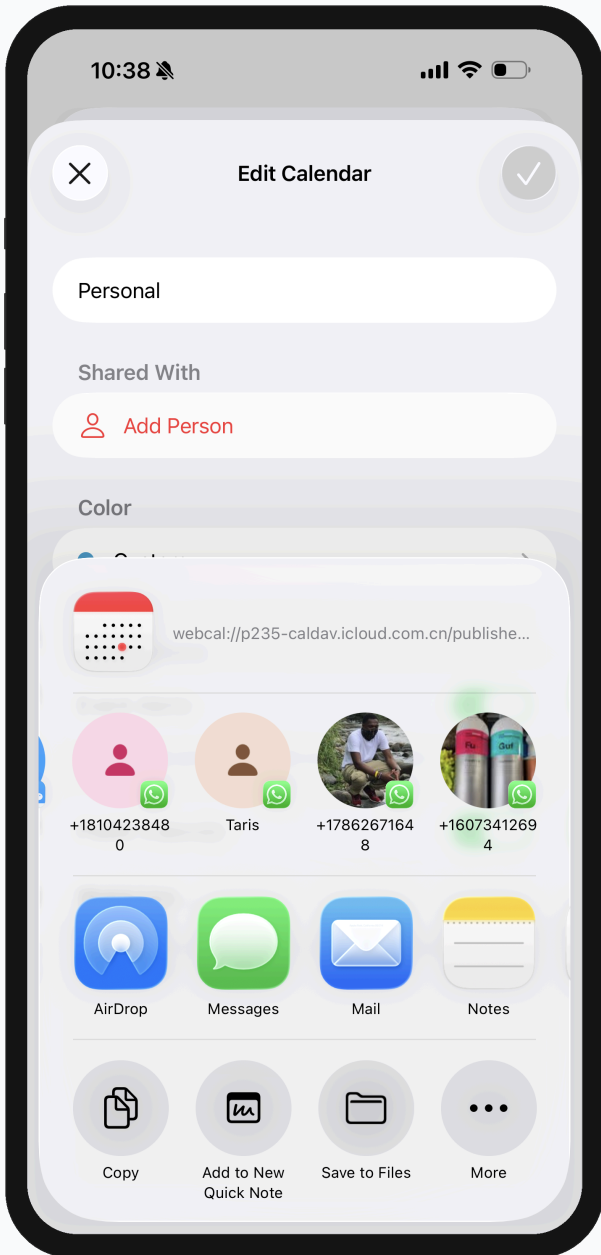


## iCloud Calendar

- 1 Open the Calendar app.
- 2 Select Calendars at the bottom.
- 3 Select the ⓘ icon next to the calendar you want to sync.
- 4 Enable **Public Calendar** and select **Share Link**.
- 5 Select Copy.
- 6 Paste the share link in the Pronext app.



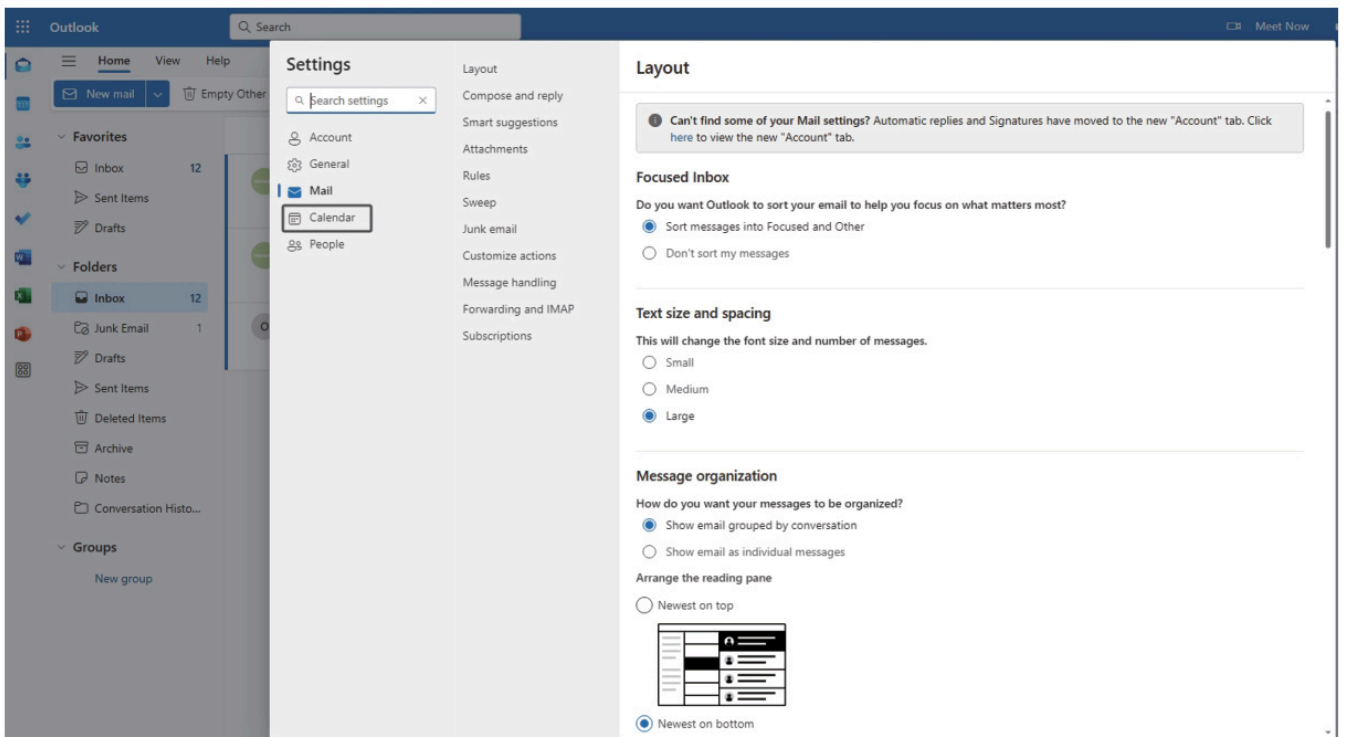
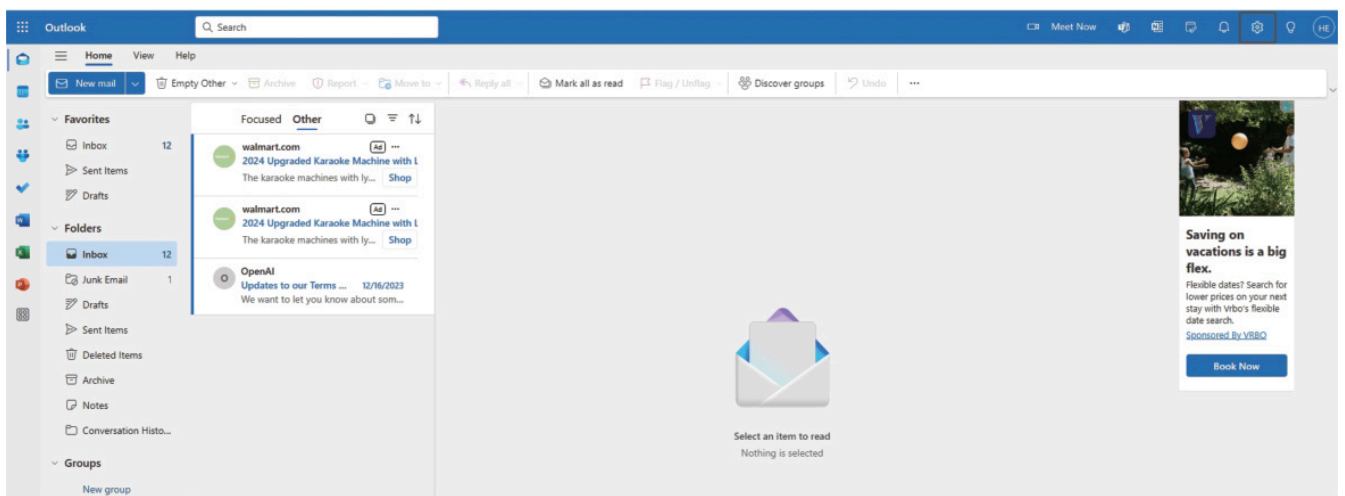
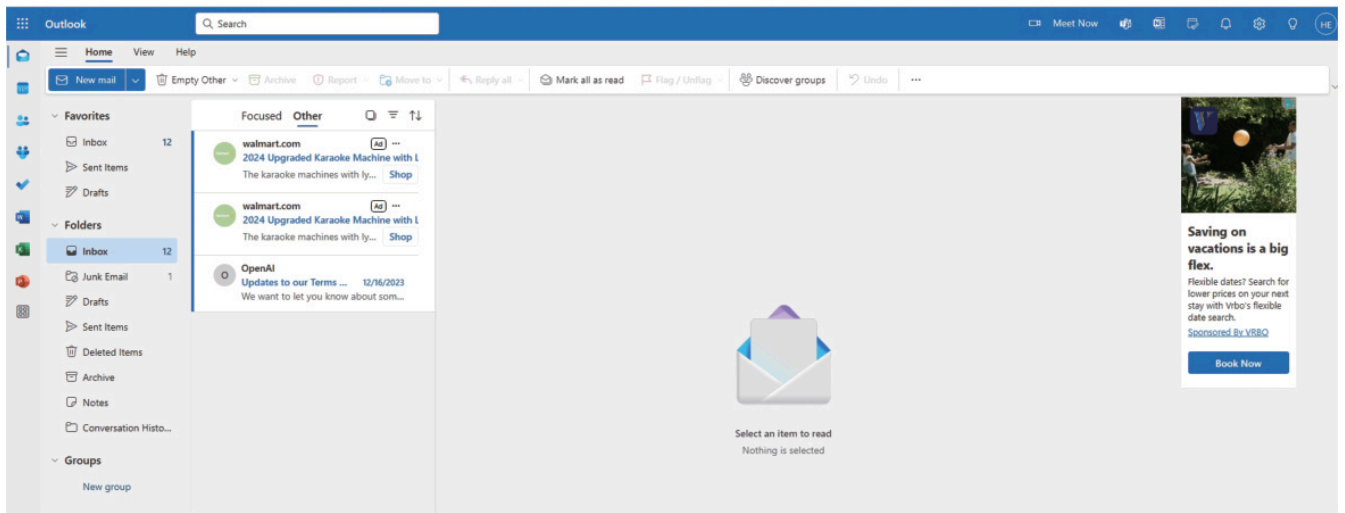


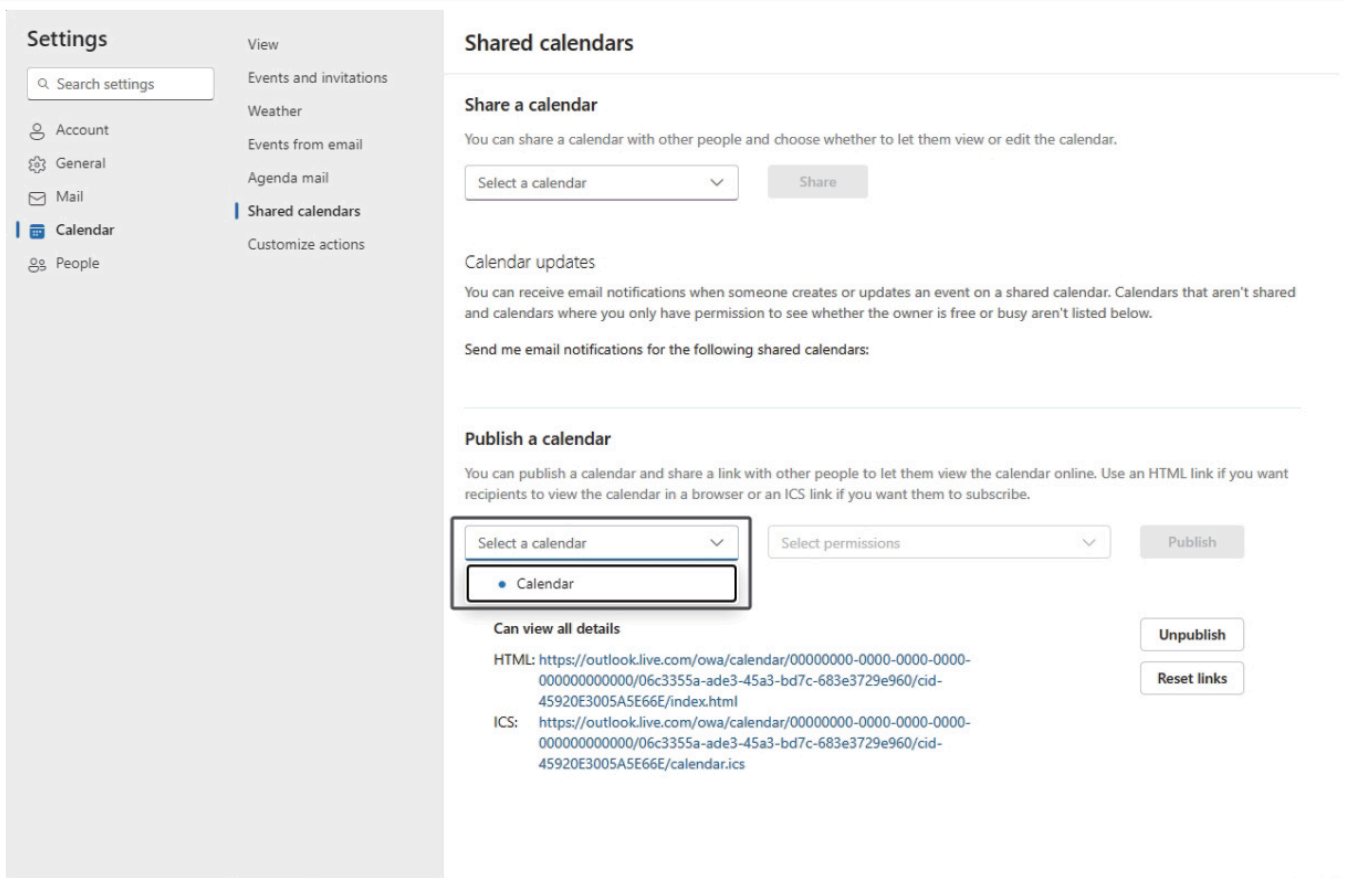
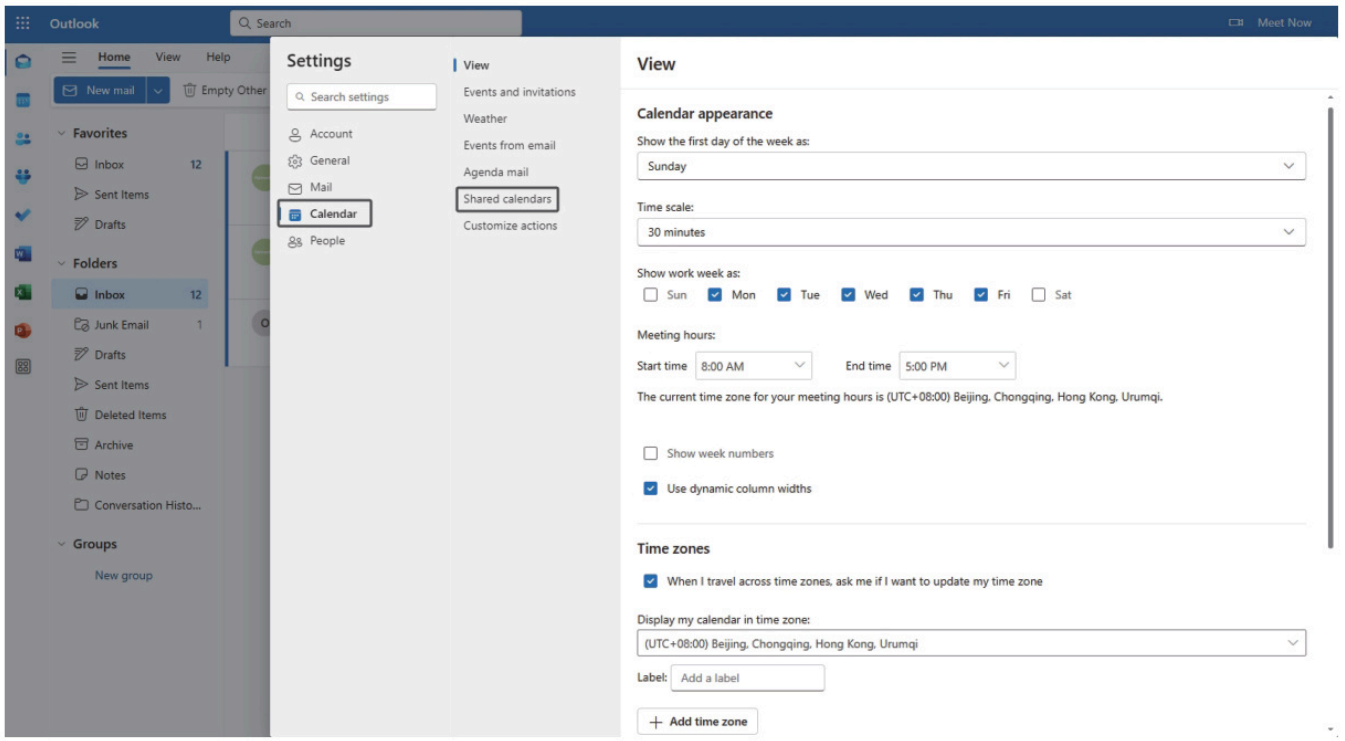


## Outlook / Live Calendar

- 1 On a computer, open outlook.live.com.
- 2 Click "Settings" in the top right corner.
- 3 Choose "Calendar" button in the left sidebar.
- 4 Choose "Shared calendars".
- 5 Choose a calendar you want to sync.
- 6 Press "Publish".

7 Copy the ICS link and paste in the Pronext app.





## Settings

- Account
- General
- Mail
- Calendar**
- People

### View

- Events and invitations
- Weather
- Events from email
- Agenda mail
- Shared calendars**
- Customize actions

## Shared calendars

### Share a calendar

You can share a calendar with other people and choose whether to let them view or edit the calendar.

Select a calendar

### Calendar updates

You can receive email notifications when someone creates or updates an event on a shared calendar. Calendars that aren't shared and calendars where you only have permission to see whether the owner is free or busy aren't listed below.

Send me email notifications for the following shared calendars:

### Publish a calendar

You can publish a calendar and share a link with other people to let them view the calendar online. Use an HTML link if you want recipients to view the calendar in a browser or an ICS link if you want them to subscribe.

Calendar

- Calendar

Can view all details

HTML: <https://outlook.live.com/owa/calendar/00000000-0000-0000-0000-000000000000/06c3355a-ade3-45a3-bd7c-683e3729e960/cid-45920E3005A5E66E/index.html>

ICS: <https://outlook.live.com/owa/calendar/00000000-0000-0000-0000-000000000000/06c3355a-ade3-45a3-bd7c-683e3729e960/cid-45920E3005A5E66E/calendar.ics>

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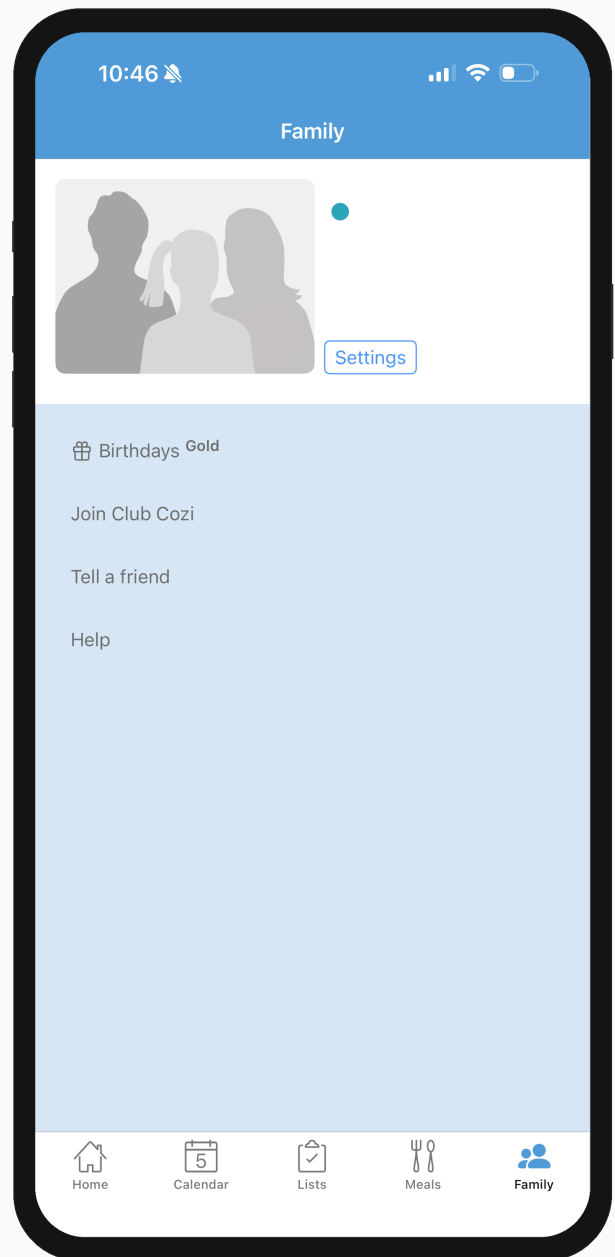
- Calendar

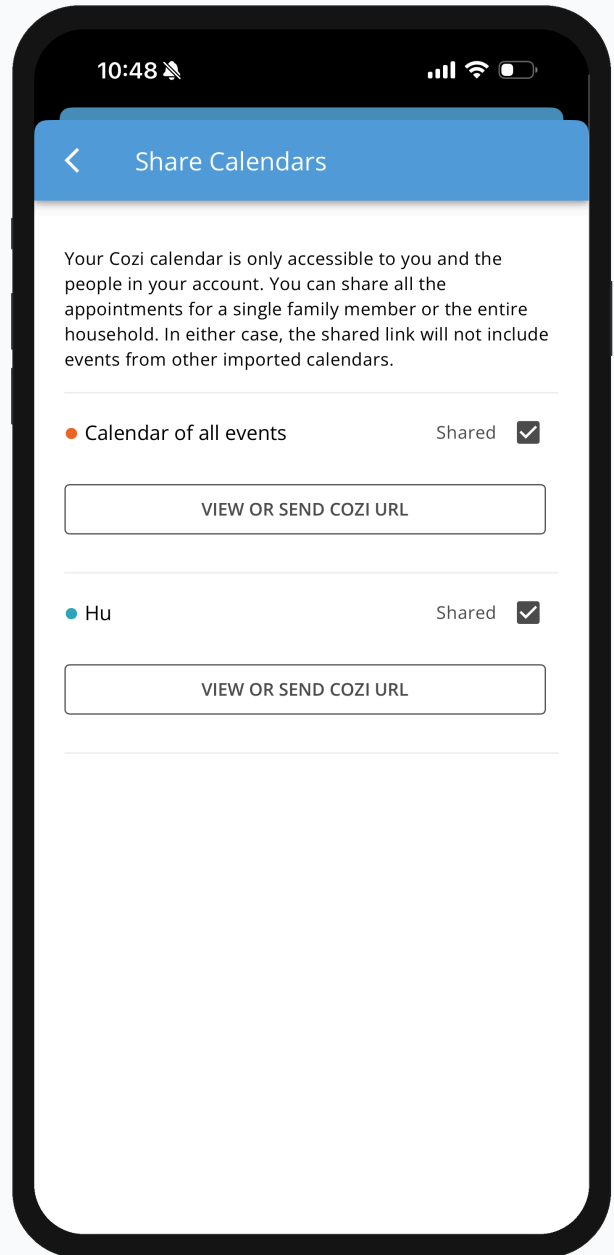
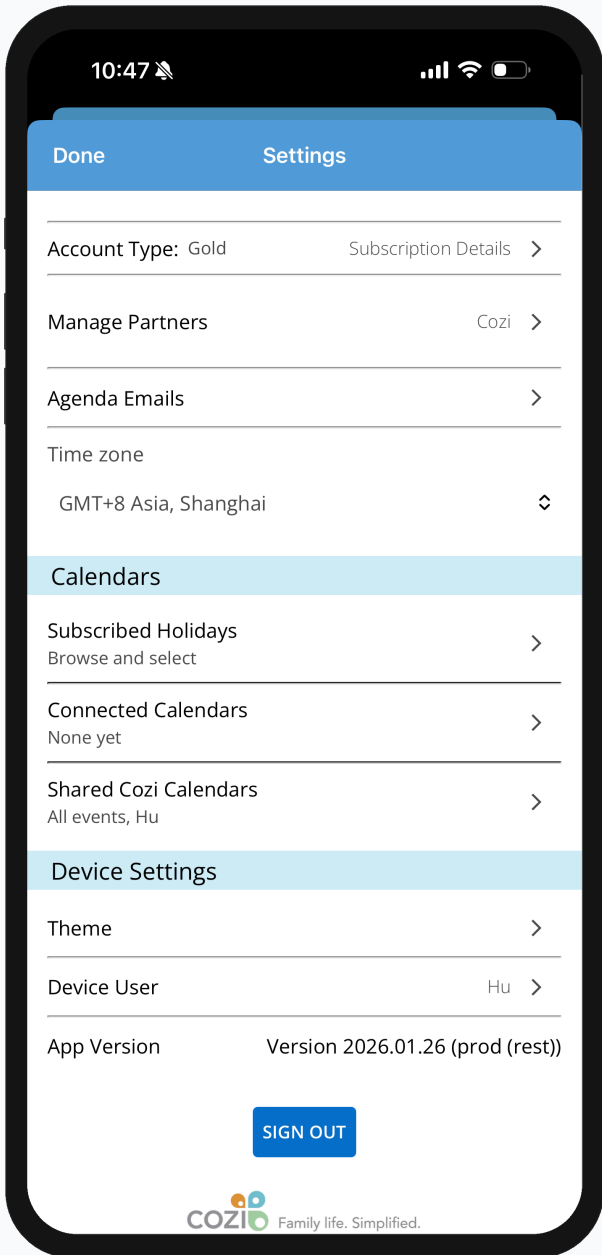
Can view all details

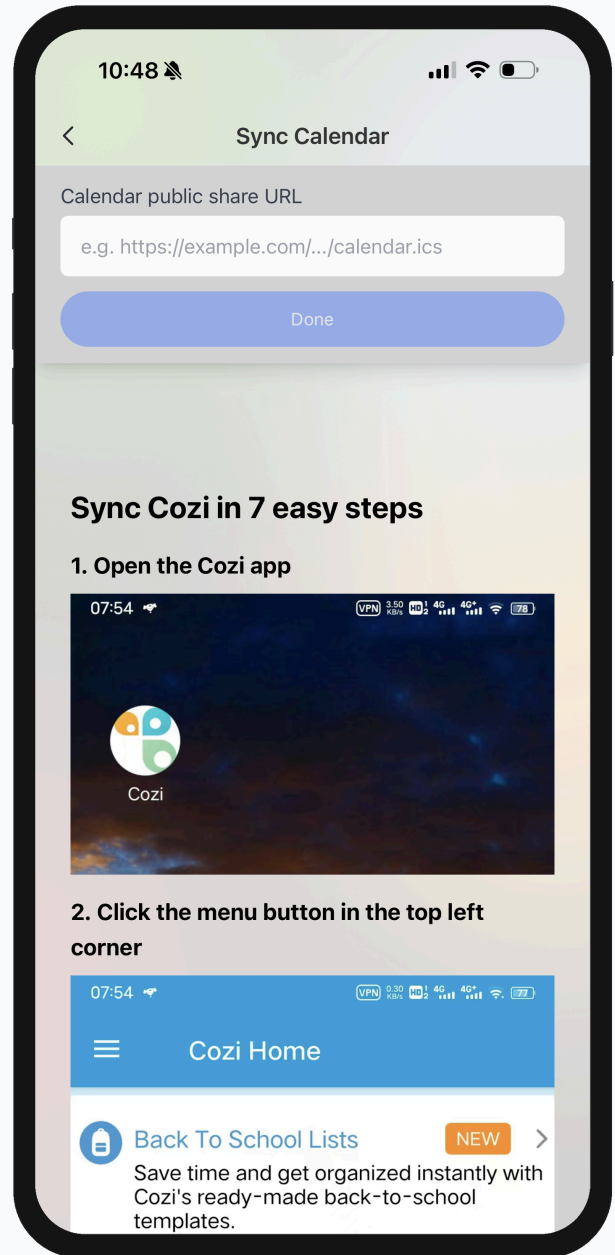
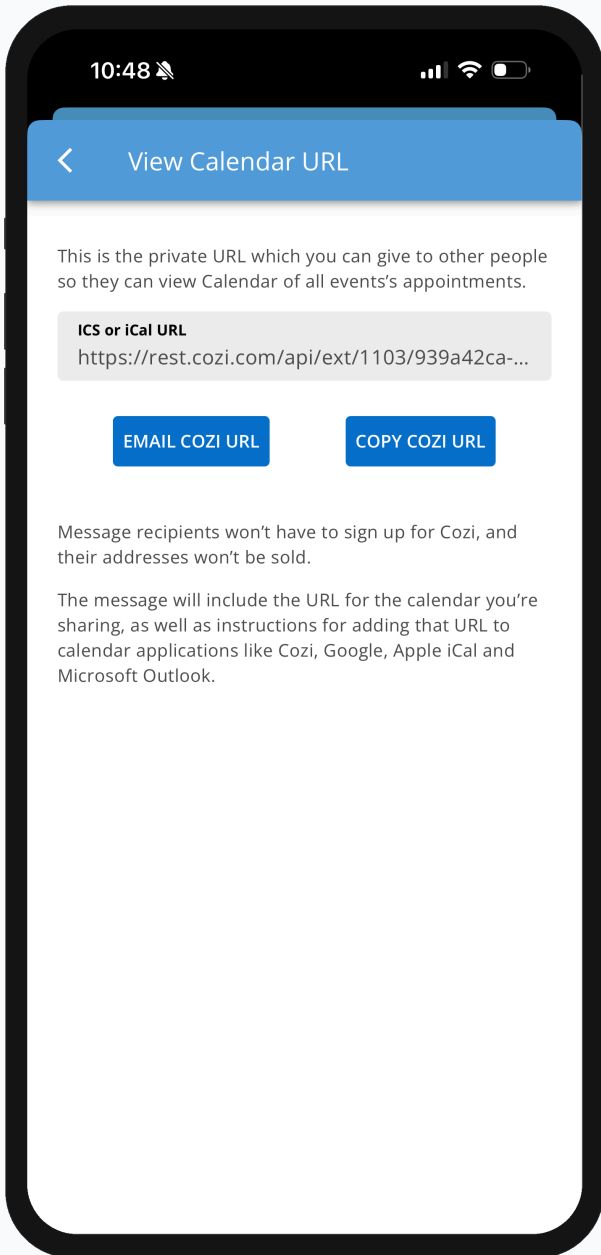
HTML: <https://outlook.live.com/owa/calendar/00000000-0000-0000-0000-000000000000/06c3355a-ade3-45a3-bd7c-683e3729e960/cid-45920E3005A5E66E/index.html>

ICS: <https://outlook.live.com/owa/calendar/00000000-0000-0000-0000-000000000000/06c3355a-ade3-45a3-bd7c-683e3729e960/cid-45920E3005A5E66E/calendar.ics>

- 1 Open the Cozi app.
- 2 Go to the Family tab and select Settings.
- 3 Press on "Shared Cozi Calendars".
- 4 Share all events or a specific calendar and press "View or Send Cozi URL".
- 5 Press "COPY COZI URL".
- 6 Paste the share link in the Pronext app.







## Yahoo Calendar

- 1 In a web browser, open [calendar.yahoo.com](https://calendar.yahoo.com).
- 2 Edit the calendar you want to share.
- 3 Toggle Get sharable link and copy the ICS URL.

HOME MAIL NEWS FINANCE SPORTS ENTERTAINMENT LIFE SEARCH SHOPPING YAHOO PLUS MORE...

yahoo/mail Find calendar events or to do's

Today Day Week **Month** Year List Actions Settings

New Event < > November 2024

Sun 27	Mon 28	Tue 29	Wed 30	Thu 31	Fri 1	Sat 2
4:00 PM G O G O G O	4:00 PM 28					
3	4 Today	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

- My Calendars
  - Edwin
- Holidays
 

You don't have any Holiday calendars yet
- Sports
 

You don't have any Sports calendars yet
- Others
 

You don't have any other calendars yet

HOME MAIL NEWS FINANCE SPORTS ENTERTAINMENT LIFE SEARCH SHOPPING YAHOO PLUS MORE...

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Today Day Week **Month** Year List Actions Settings

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24	25	26	27	28	29	30

- My Calendars
  - Edwin
- Holidays
 

You don't have any Holiday calendars yet

  - Edit Calendar
  - Import
  - Export
- Sports
 

You don't have any Sports calendars yet
- Others
 

You don't have any other calendars yet

## Edit calendar

Edwin

---

### Color



### Sharing

Enable my public calendar (easiest, least private)

Share by email (most flexible)

Get shareable link (most secure)

To view in a browser (HTML)

<https://calendar.yahoo.com/2d4wj5ut4knsgxerimgkj6qgf4nycbb3gdevgcv/d3c9a1fa15ee39...>



To import into a Calendar app (ICS)

<https://calendar.yahoo.com/ws/v3/users/2d4wj5ut4knsgxerimgkj6qgf4nycbb3gdevgcv/cale...>



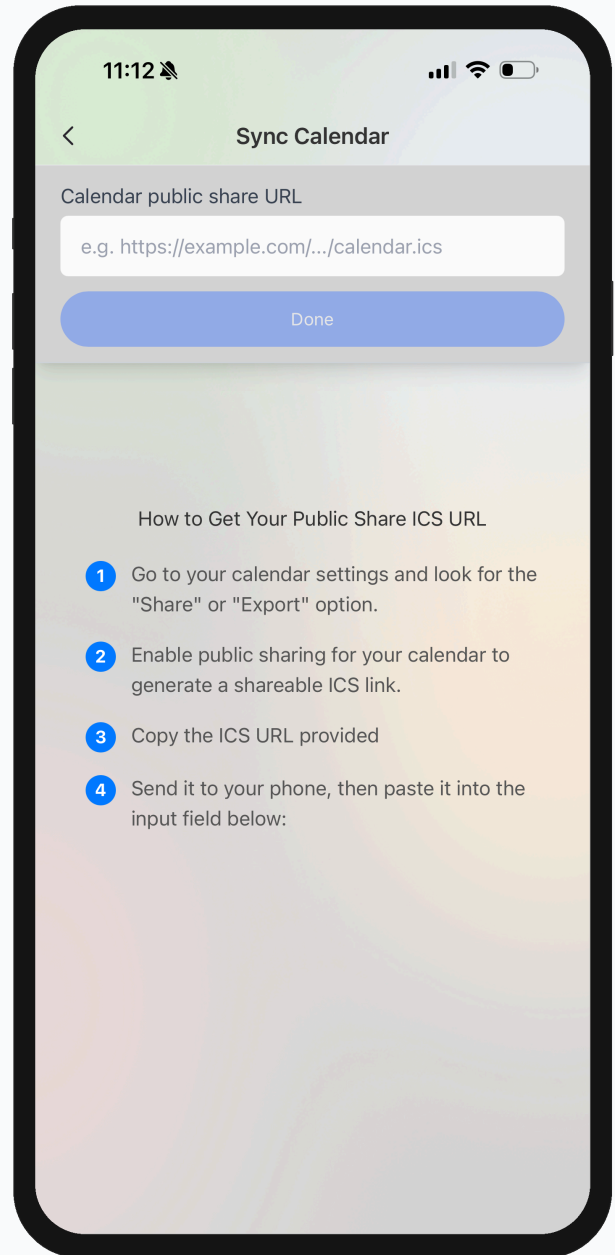
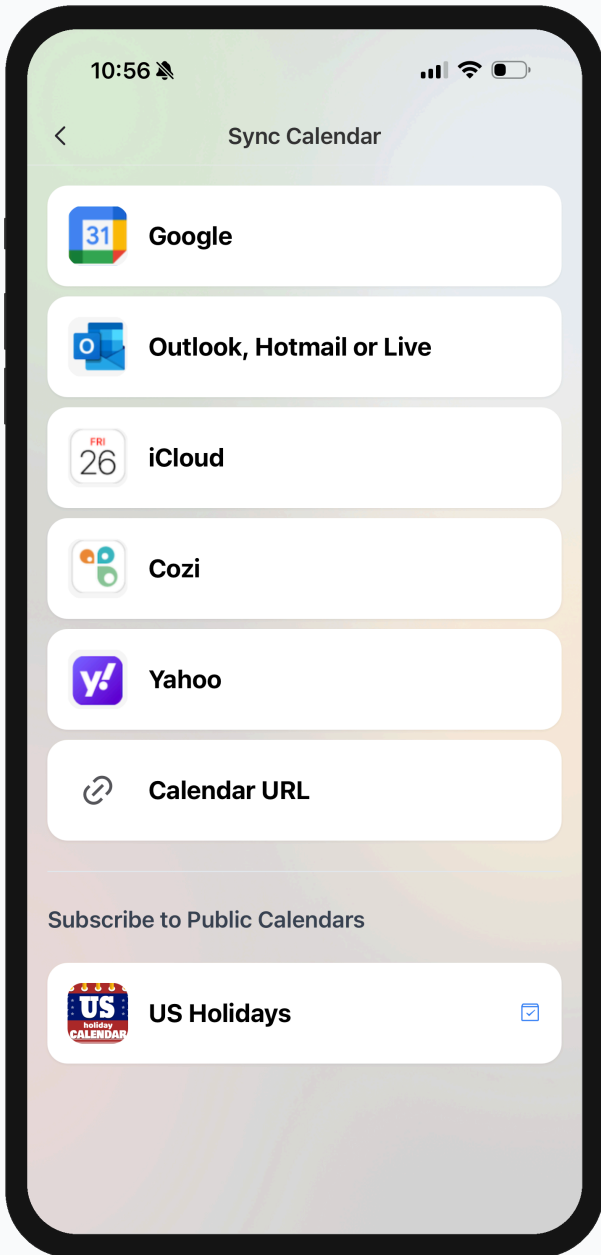
Save

Delete

## Calendar URL / Subscribed Calendar

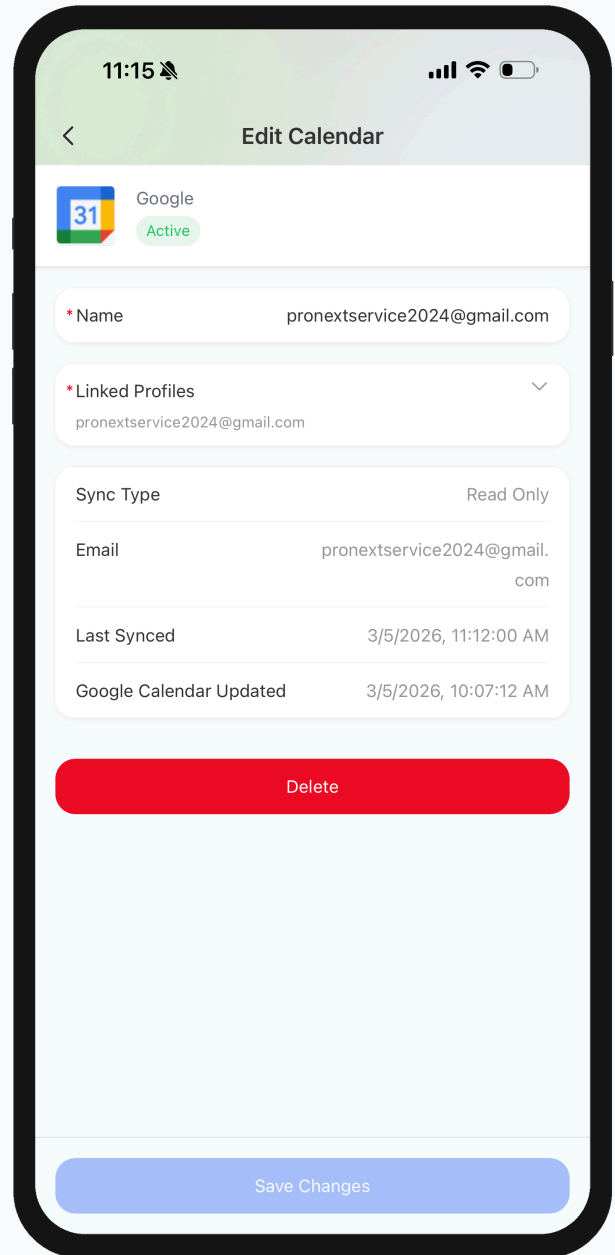
You can sync any calendar with Pronext, as long as it has a public URL so that Pronext can retrieve the events. These URLs usually look like `webcal://` and may end in `.ics`.

- 1 In the app, choose Calendar URL. Enter the URL of the calendar you want to sync. Press "Sync Calendar URL".
- 2 Once synced, your calendar will be listed in Manage Calendars labeled as a Webcal URL.



## Deleting a Synced Calendar

- 1 Select the calendar you want to delete.
- 2 Press Delete.



## 9 Setting Up Profiles / Color Coding

You can use Profiles to color code events for each member of your family. It would be best to name your Profiles after specific individuals and give each person a unique color.

Profiles are automatically generated when you sync calendars, taking the name of the respective calendar. However, you can also create and rename Profiles manually within the Pronext app.

### Important

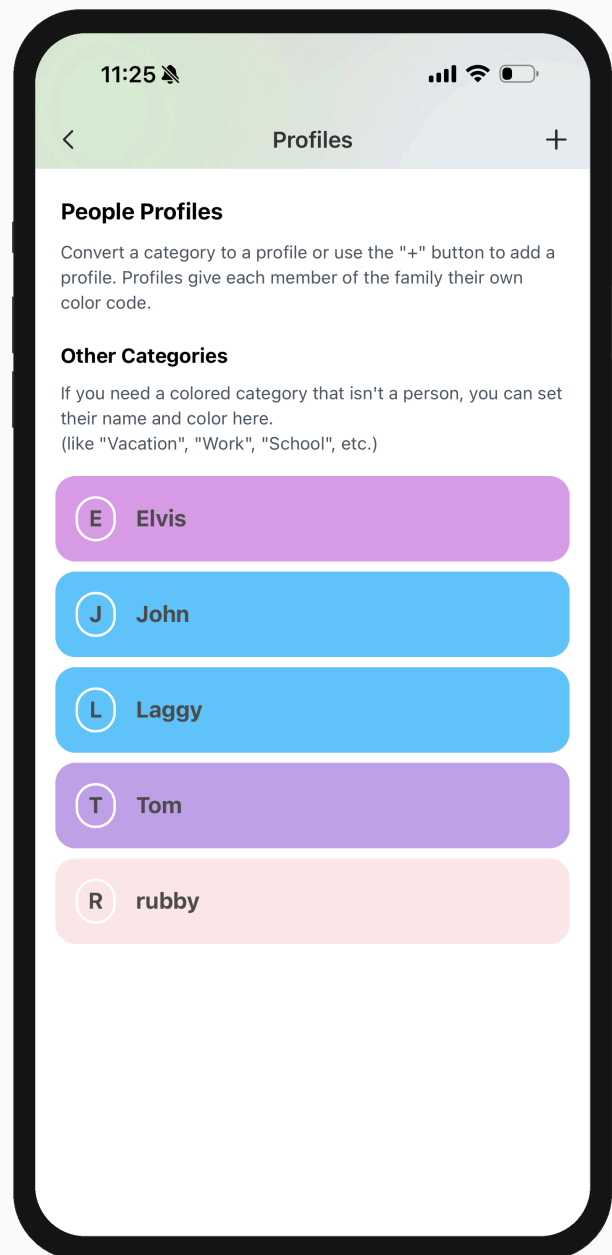
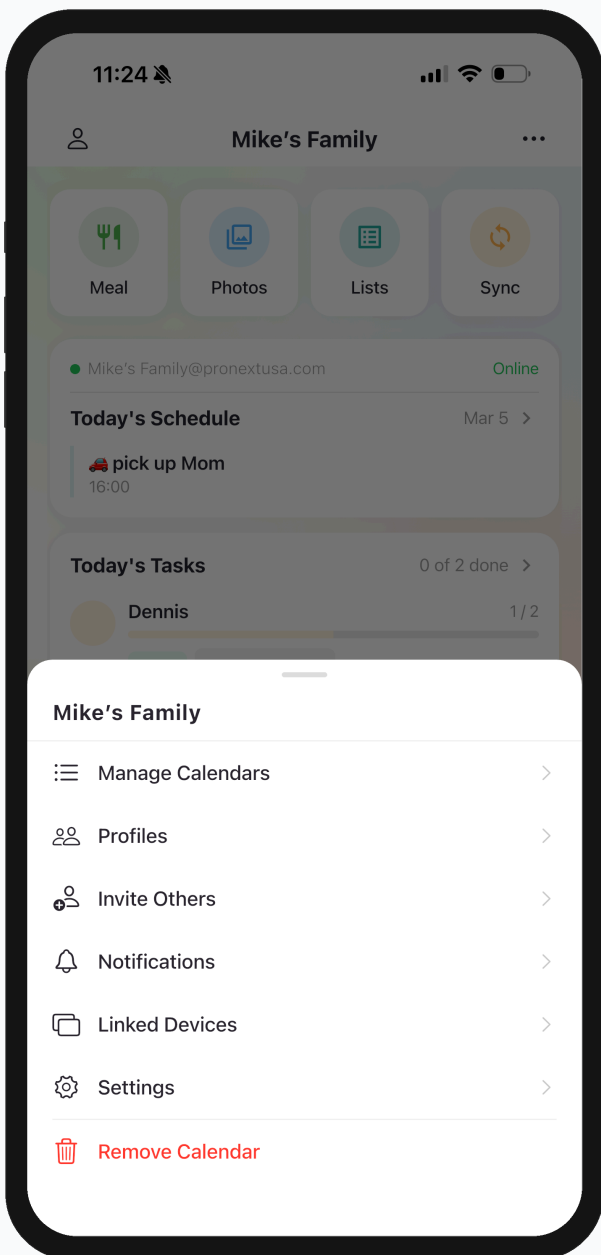
The calendar events Profiles and the Tasks Profiles are separate. You need to set up Profiles individually for each of your family members.

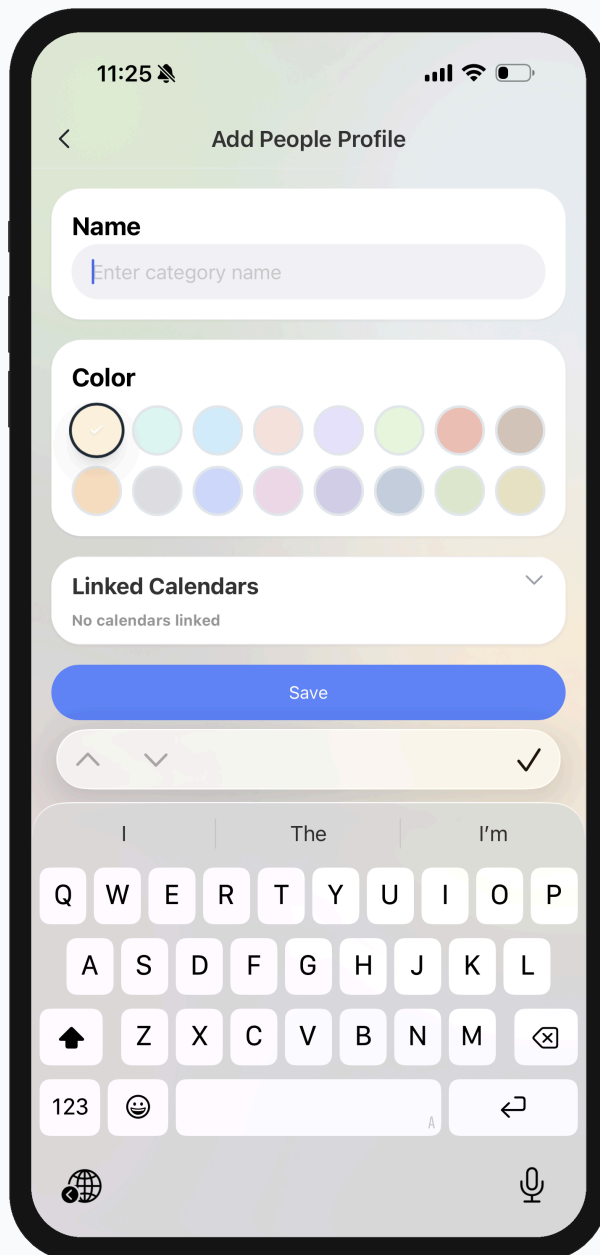
## Creating a Profile for Calendar Events

## Note

Profiles can only be created in the mobile app.

- 1 Select the '...' icon in the upper-right corner and choose profiles
- 2 Press + Add.
- 3 Enter a person's name, choose a color, and press "Save".
- 4 You have a new Profile now.



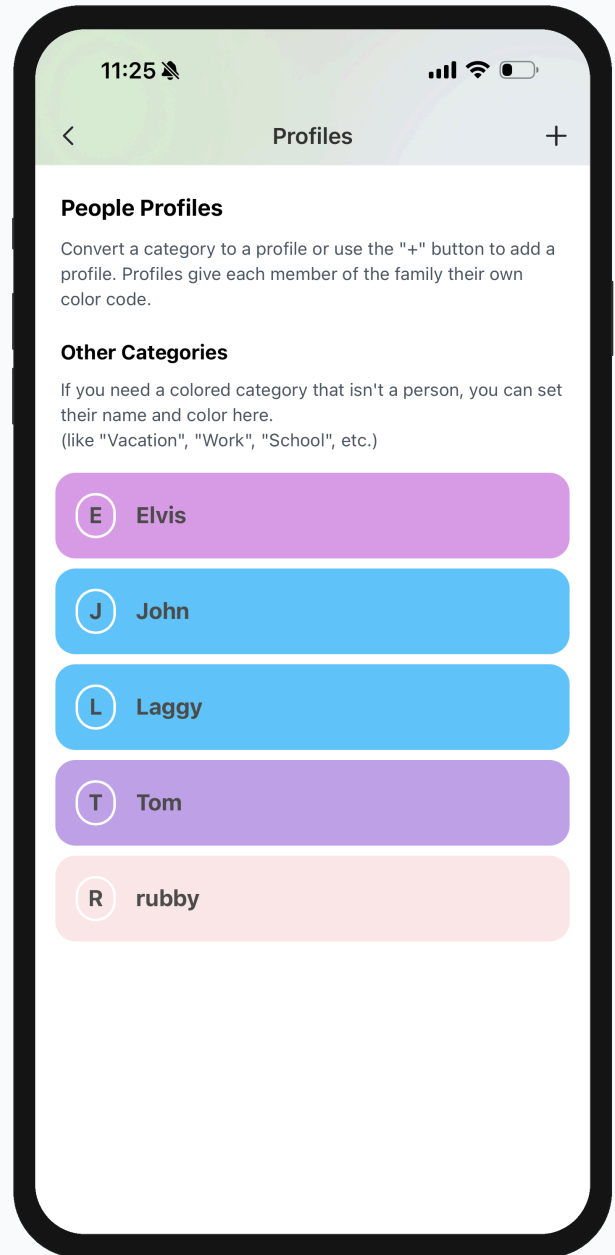
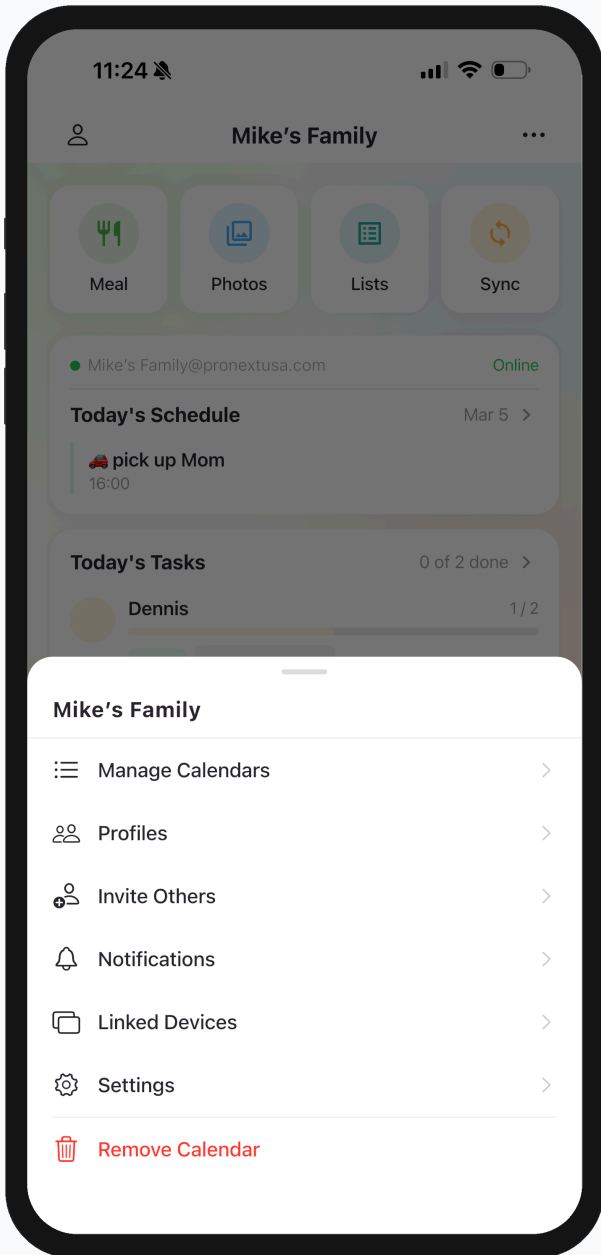


## Editing a Profile

Profiles can be edited in the mobile app or on the device.

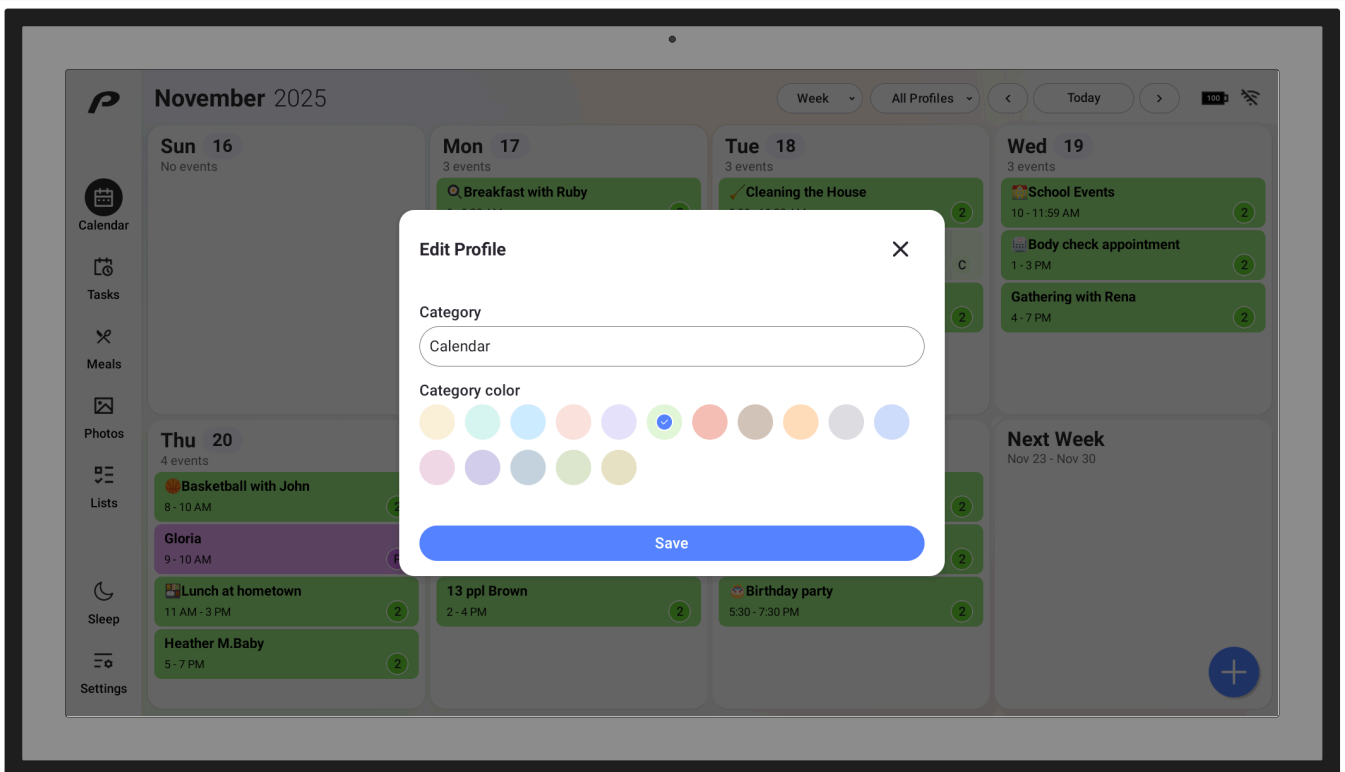
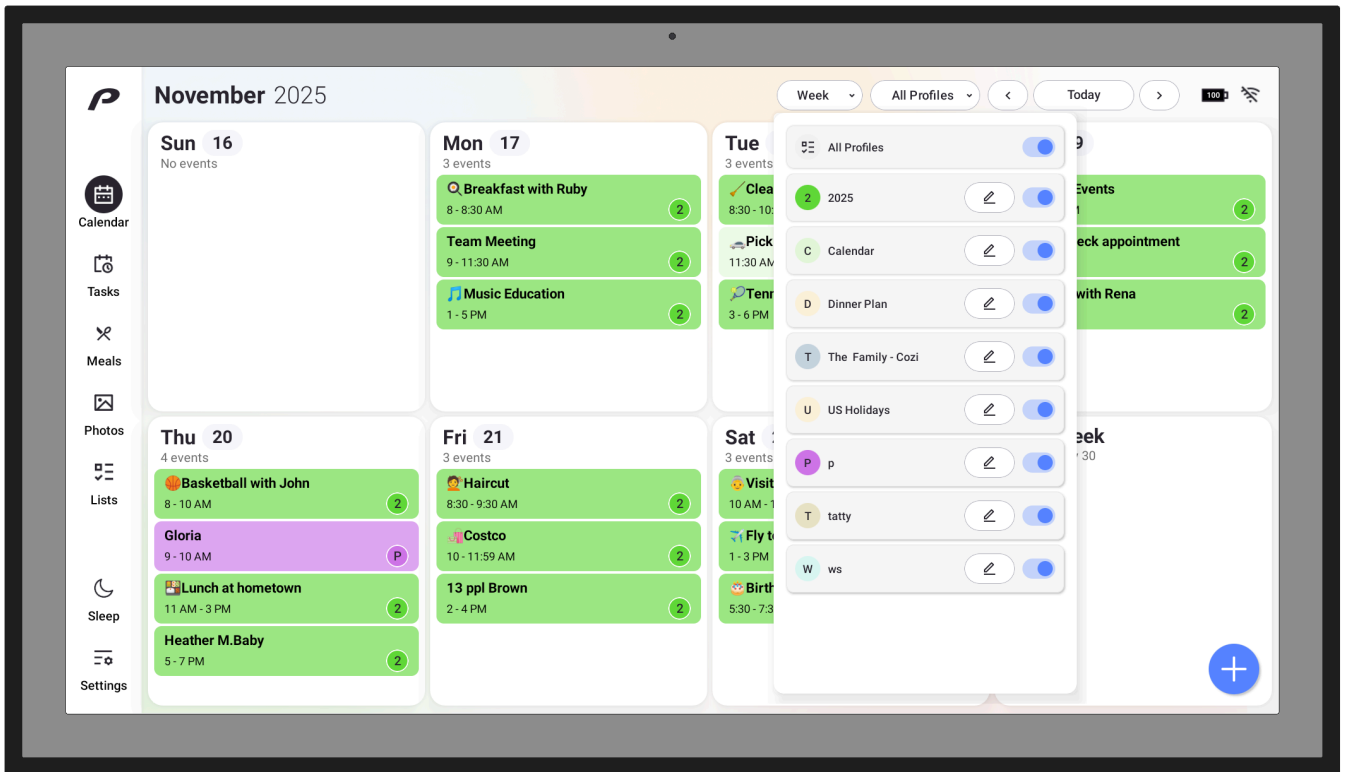
### App

- 1 Press Profiles.
- 2 Select a Profile.
- 3 Edit Profile details and press Save.



## Device

- 1 Tap the circle for Profiles in the top right corner, then select the profile you want to edit.
- 2 Edit the Profile name or Profile color and press Save.



## Deleting a Profile

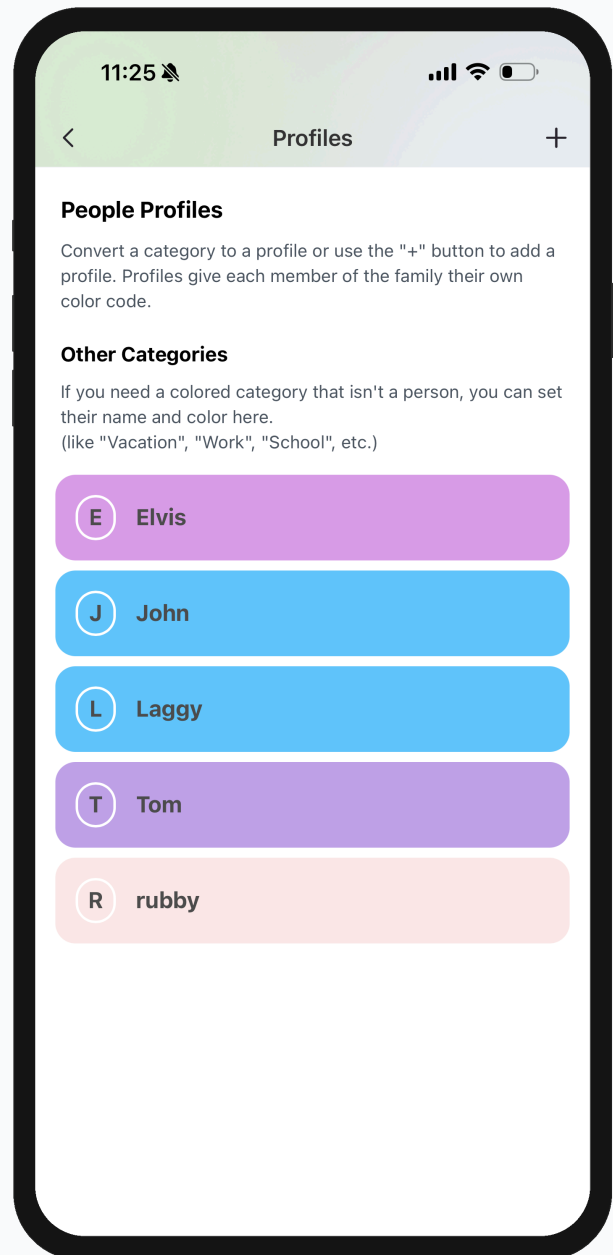
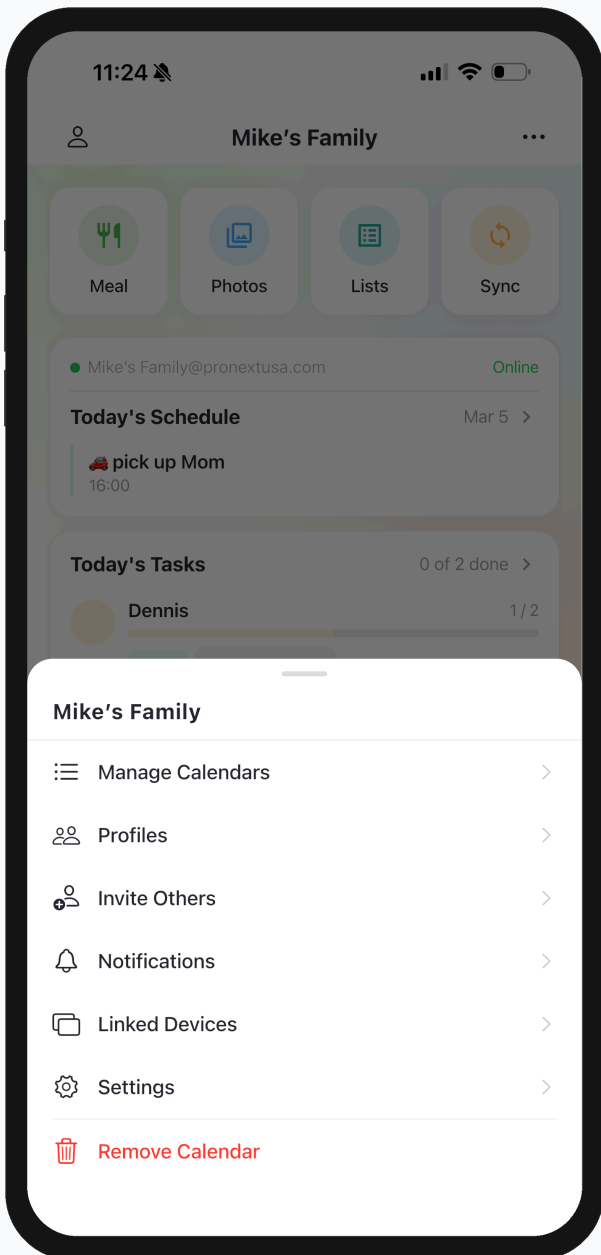
### Note

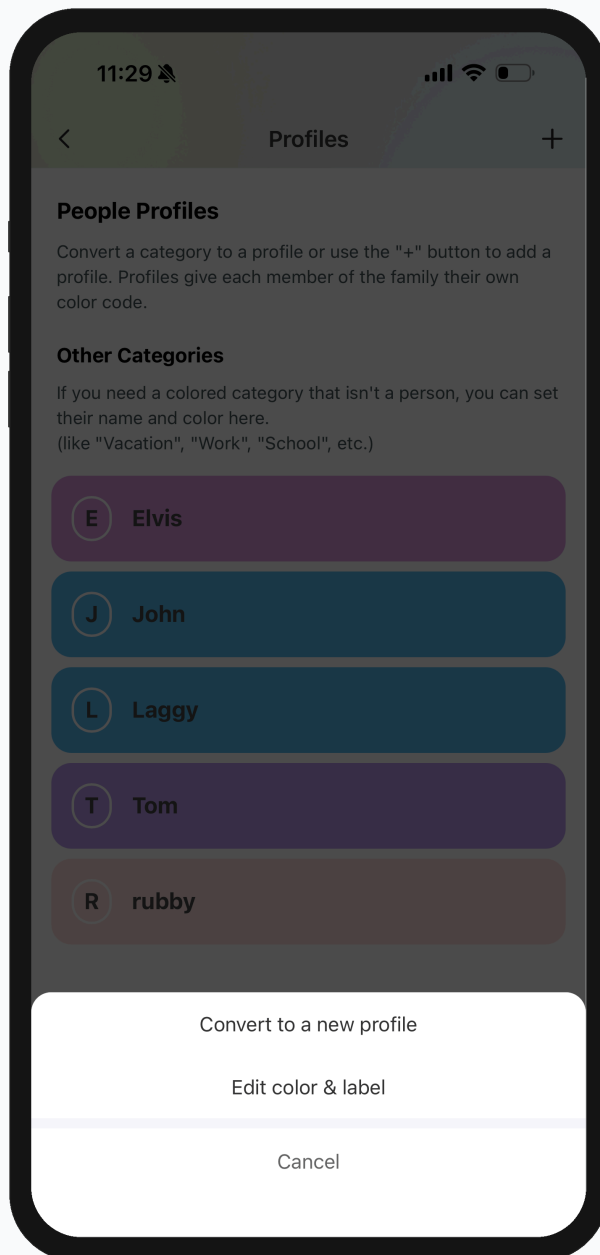
Profiles can only be deleted within the app. To delete a Profile, you must first re-assign its events to another Profile.

- 1 Press Profiles.

2 Select the Profile you want to delete.

3 Press Delete. Reassign events of this Profile to another Profile.



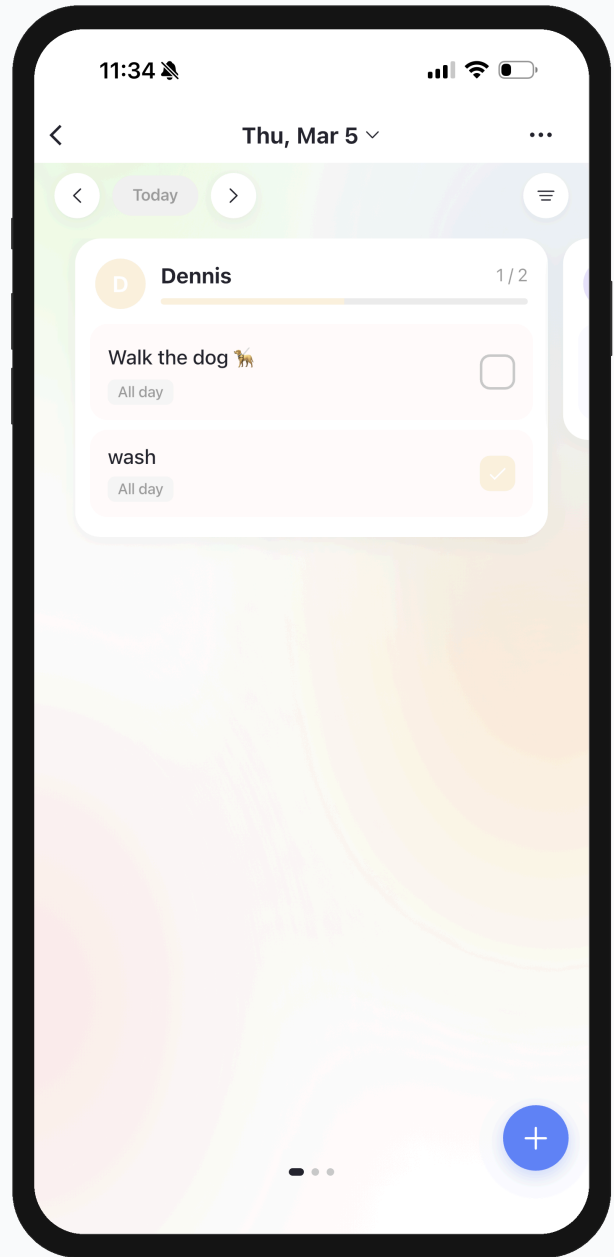
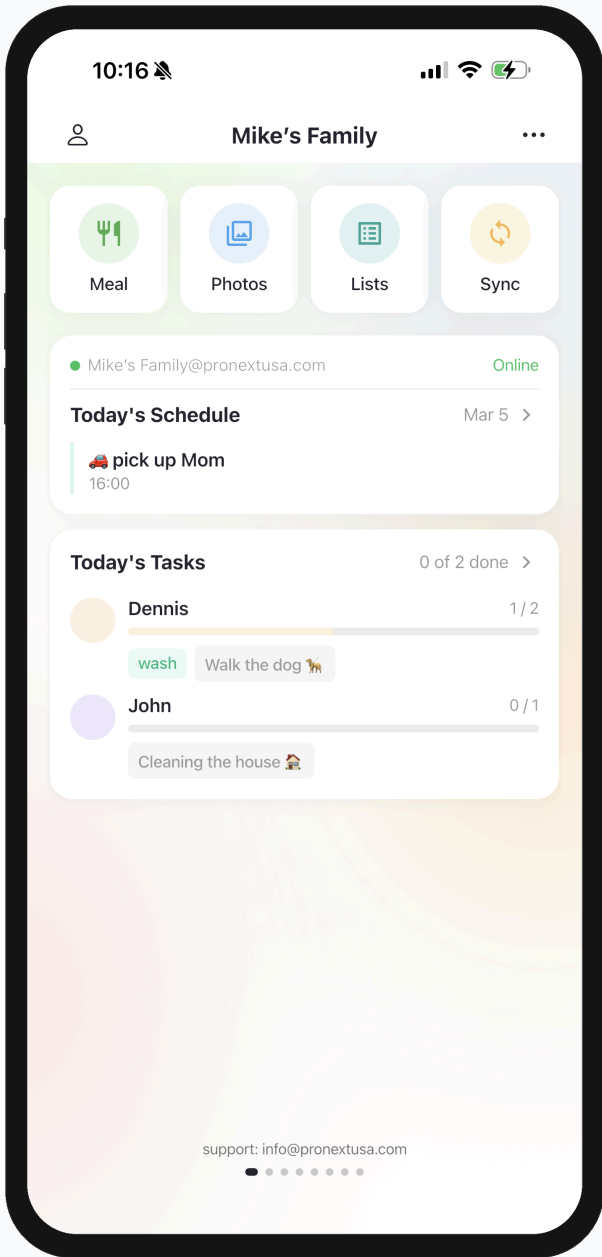


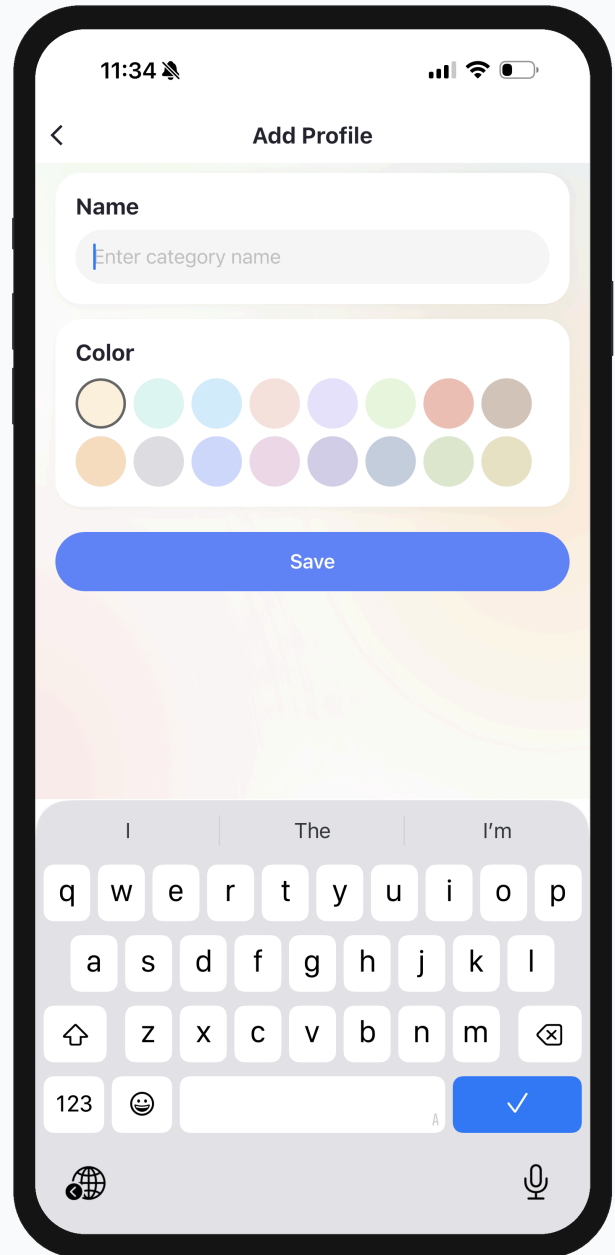
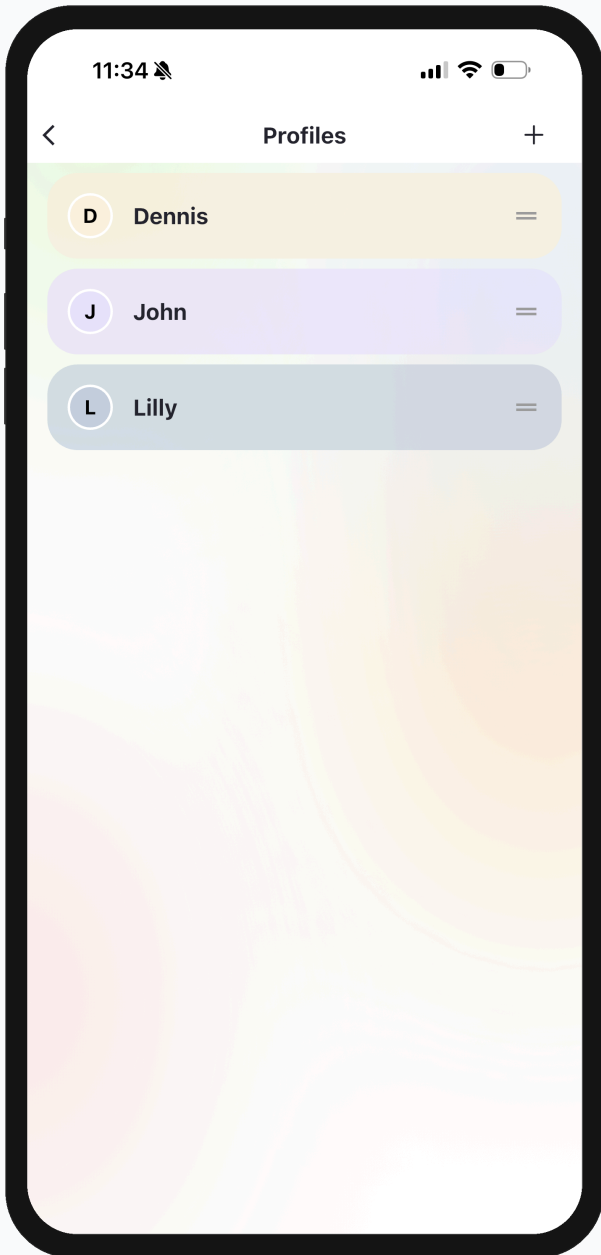
## Creating a Profile for Tasks

Profiles can be created both in the mobile app and the device.

### App

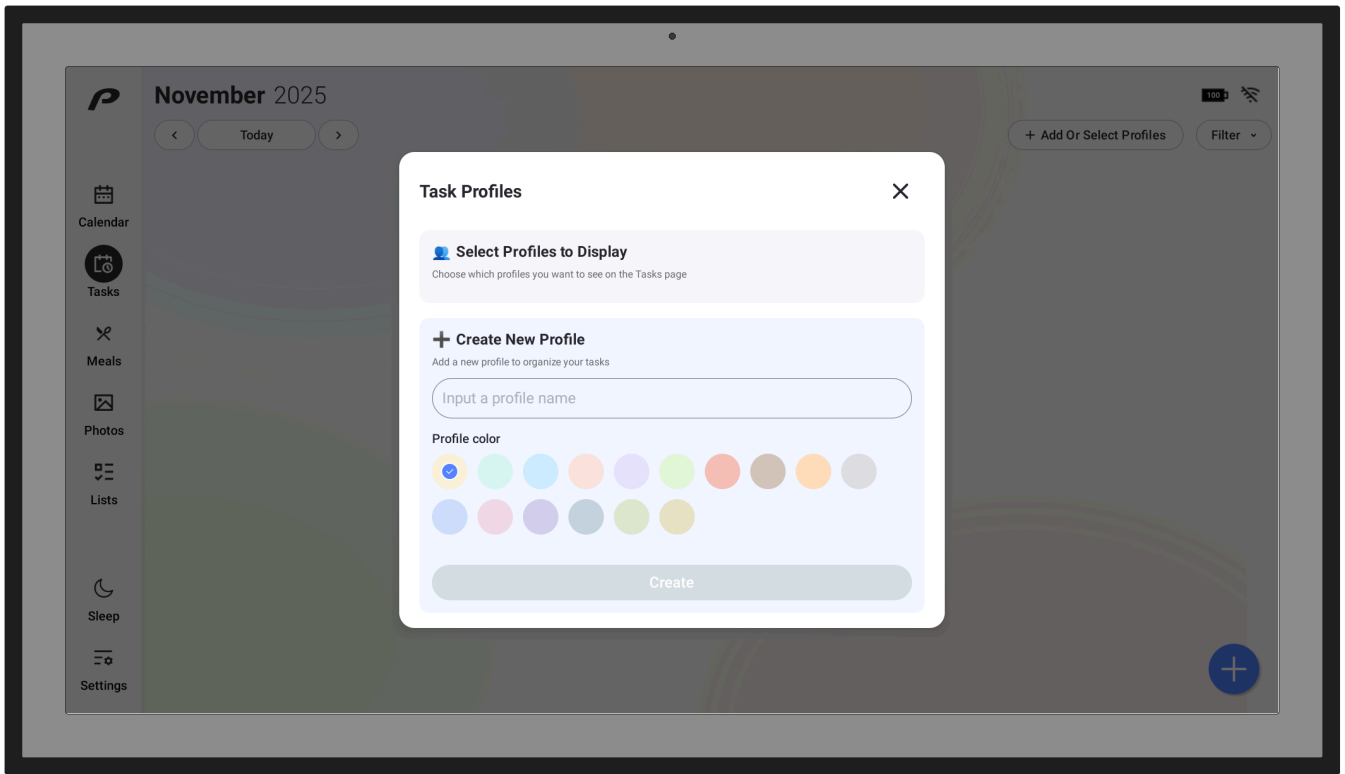
- 1 Press Tasks in the home screen.
- 2 Select the '...' icon in the upper-right corner.
- 3 Press + in the top right corner.
- 4 Edit new task name and save.





## Device

- 1 Press + Add or Select Profiles in the Tasks page.
- 2 Edit and Create.

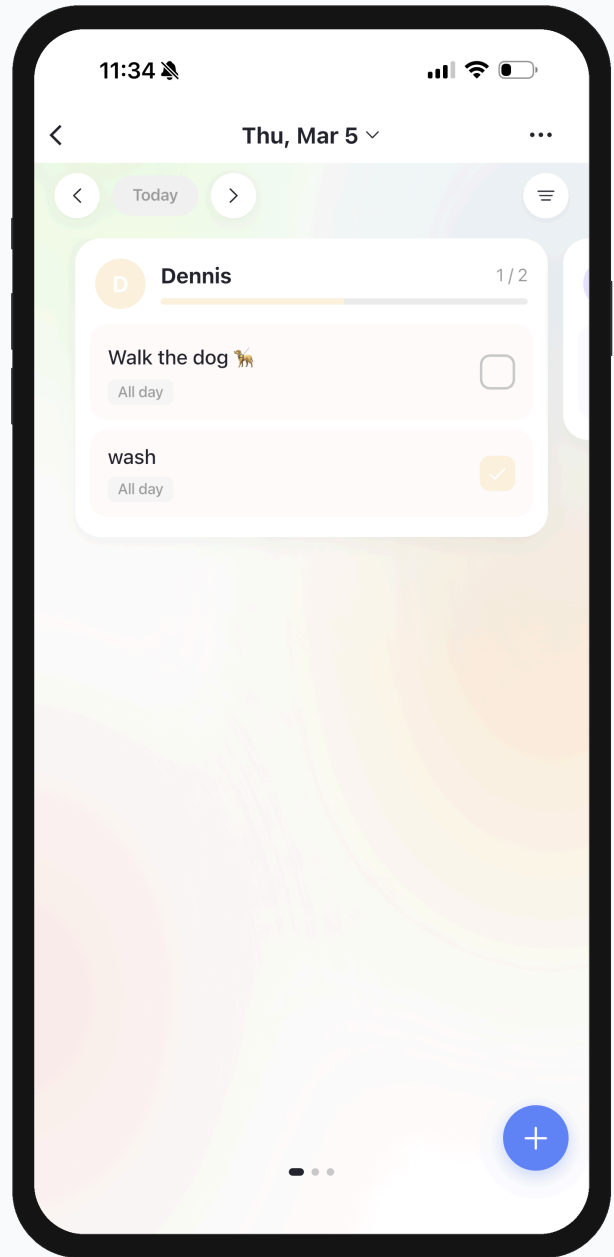
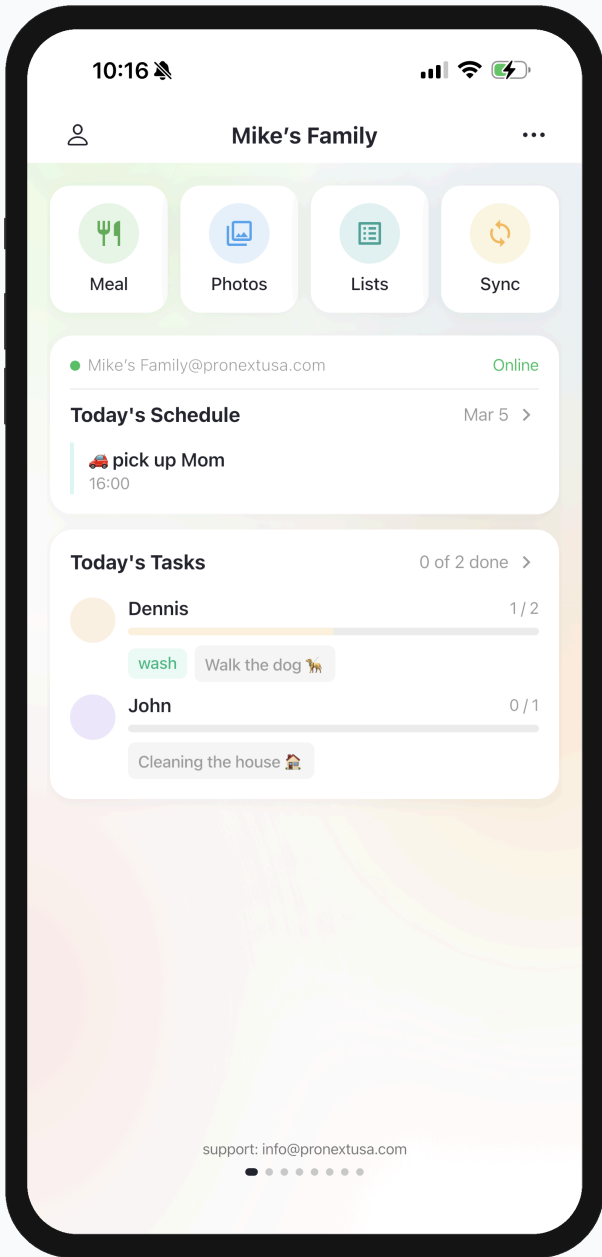


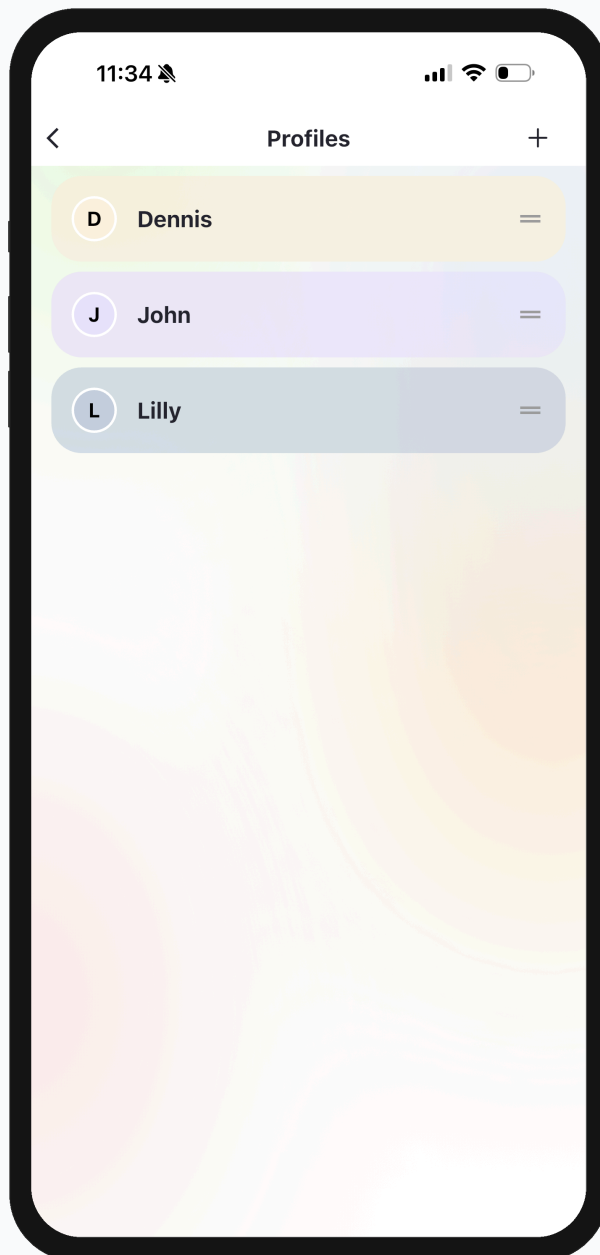
## Editing a Task Profile

### Note

Task Profiles can only be edited in the mobile app.

- 1 Press Tasks in the home screen.
- 2 Select the '...' icon in the upper-right corner.
- 3 Choose the Profile you want to edit and save.

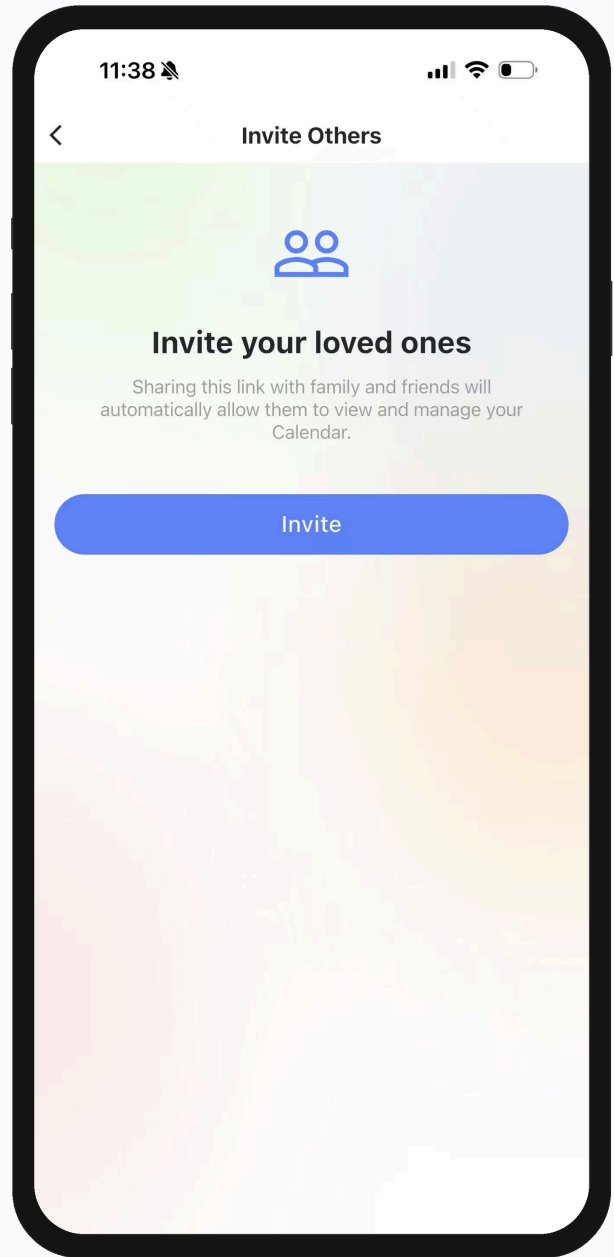
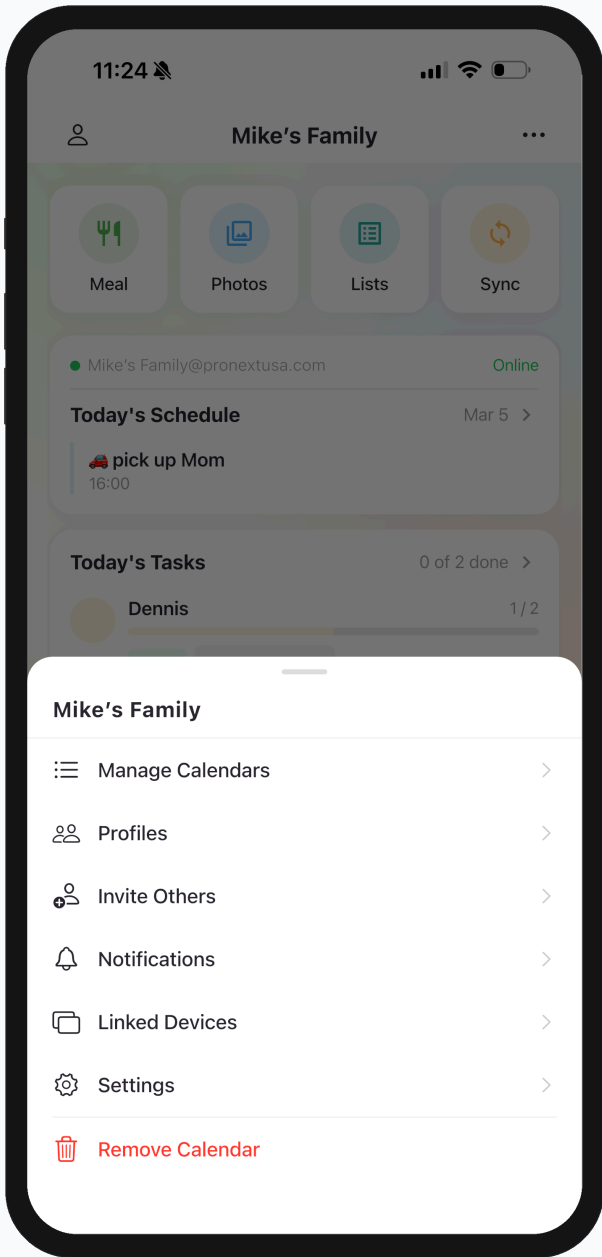


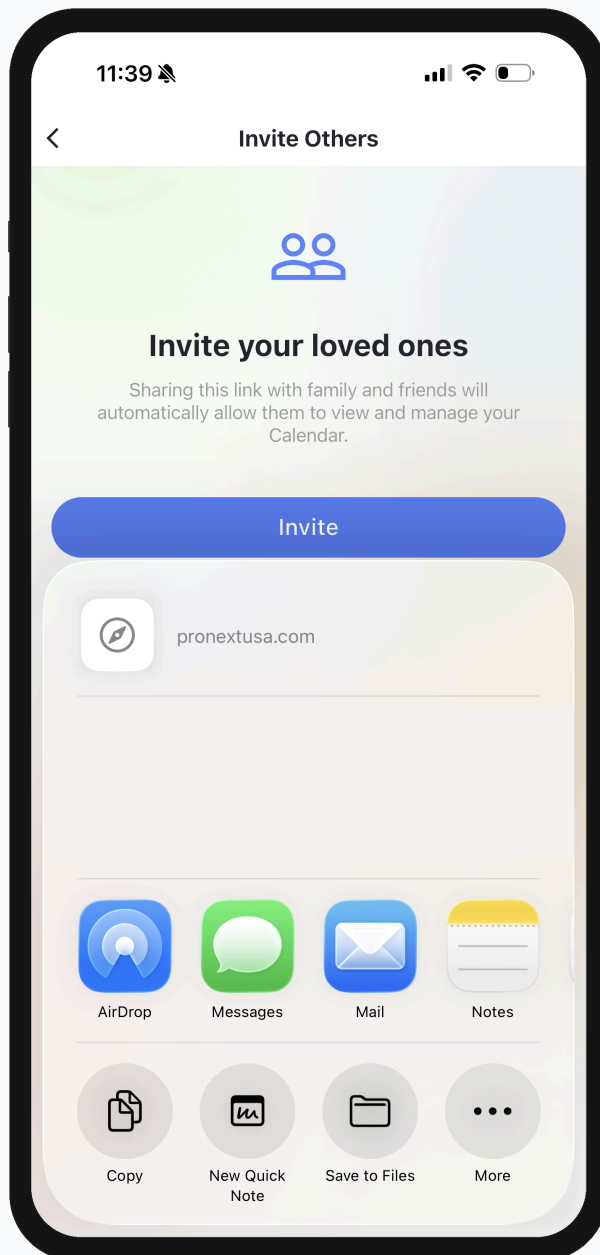


## 10 Sharing Access to Calendar

You can grant access to your Pronext Calendar to anyone you choose. If they are given access, they will be able to edit and add content to your Pronext Calendar.

- 1 Press Invite Others
- 2 Press Invite
- 3 Send the link to your family via text or email. Once they set up their Pronext account, this URL will automatically add your Calendar to it.

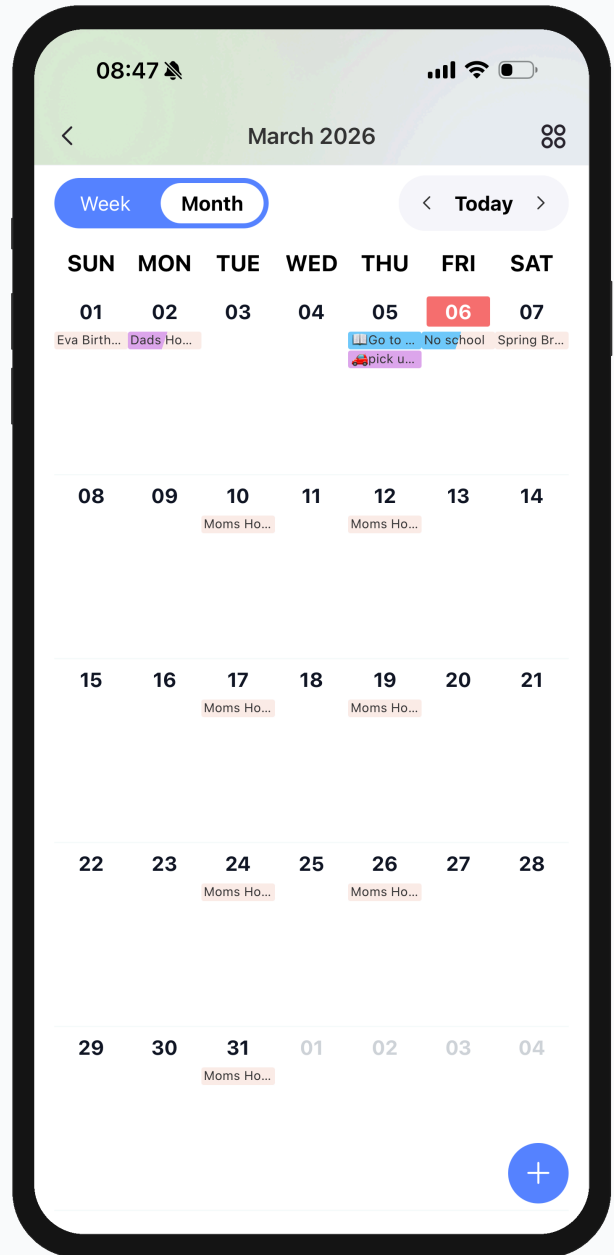
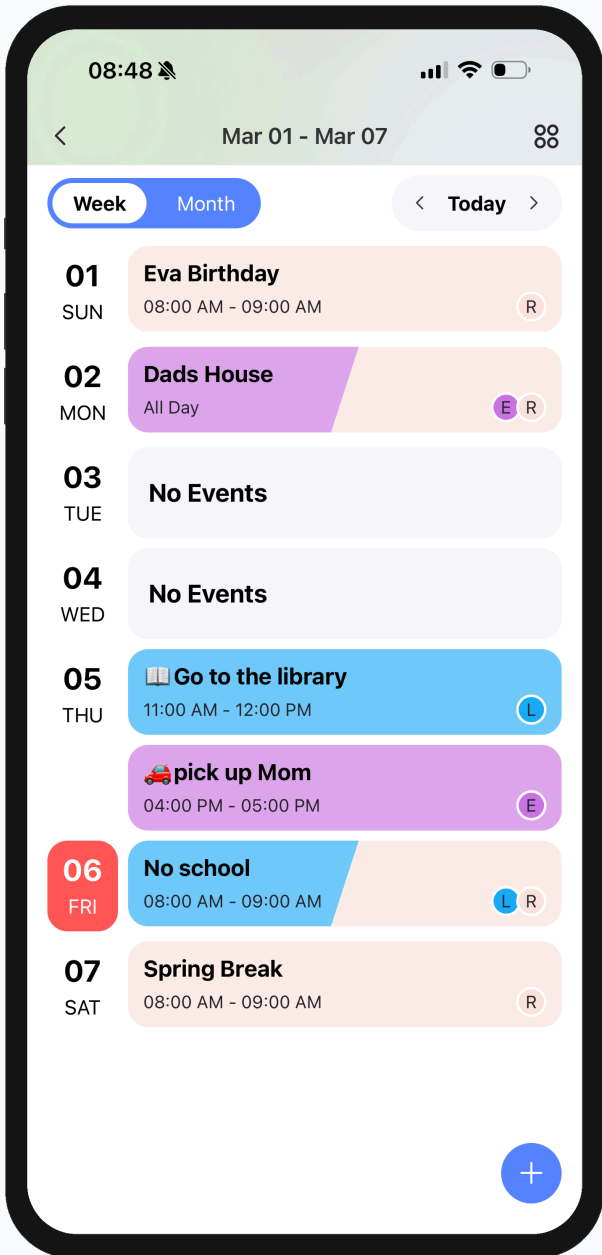




## 11 Viewing Events

### App

You can view your events in a **Week** or **Month** view. Tap into an event to view details. Tap "Today" to jump to this week or month.



### Device

You have the option to view your events in **Day**, **Week**, **Month**, or **Schedule** formats.



Mon, Nov 17, 2025

Day

All Profiles

Today

100%



Calendar



Tasks



Meals



Photos



Lists



Sleep



Settings

Sun	Mon	Tue	Wed	Thu	Fri	Sat
26	27	28	29	30	31	1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	1	2	3	4	5	6

Mon 17

3 events

- Breakfast with Ruby**  
8 - 8:30 AM
- Team Meeting**  
9 - 11:30 AM
- Music Education**  
1 - 5 PM



November 2025

Week

All Profiles

Today

100%



Calendar



Tasks



Meals



Photos



Lists



Sleep



Settings

Sun 16

No events

Mon 17

3 events

- Breakfast with Ruby**  
8 - 8:30 AM
- Team Meeting**  
9 - 11:30 AM
- Music Education**  
1 - 5 PM

Tue 18

3 events

- Cleaning the House**  
8:30 - 10:30 AM
- Pick up Mary**  
11:30 AM - 1:30 PM
- Tennis**  
3 - 6 PM

Wed 19

3 events

- School Events**  
10 - 11:59 AM
- Body check appointment**  
1 - 3 PM
- Gathering with Rena**  
4 - 7 PM

Thu 20

4 events

- Basketball with John**  
8 - 10 AM
- Gloria**  
9 - 10 AM
- Lunch at hometown**  
11 AM - 3 PM
- Heather M.Baby**  
5 - 7 PM

Fri 21

3 events

- Haircut**  
8:30 - 9:30 AM
- Costco**  
10 - 11:59 AM
- 13 ppl Brown**  
2 - 4 PM

Sat 22

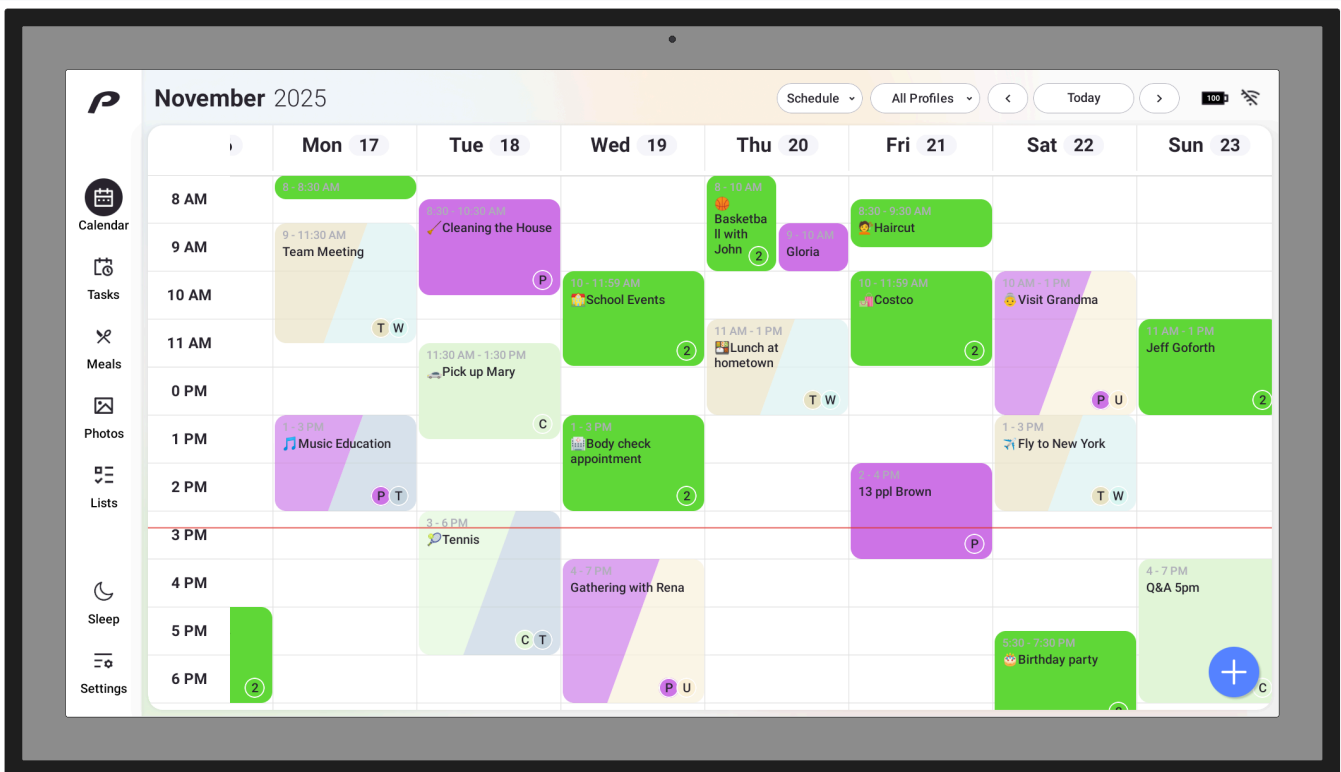
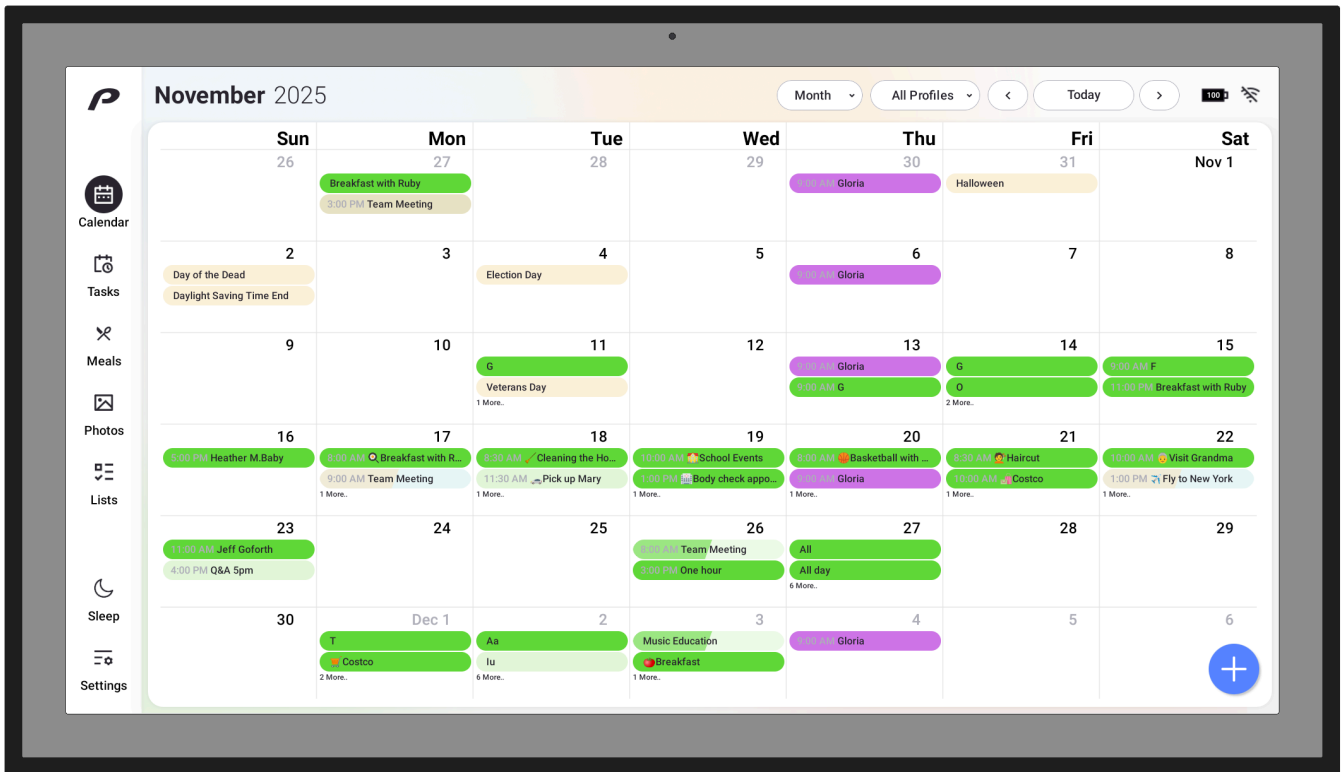
3 events

- Visit Grandma**  
10 AM - 1 PM
- Fly to New York**  
1 - 3 PM
- Birthday party**  
5:30 - 7:30 PM

Next Week

Nov 23 - Nov 30





## 12 Creating Events

Events can be created through both the mobile application and the device. Events created on the device will synchronize with the Pronext app, and vice versa.

### Two-Way Sync

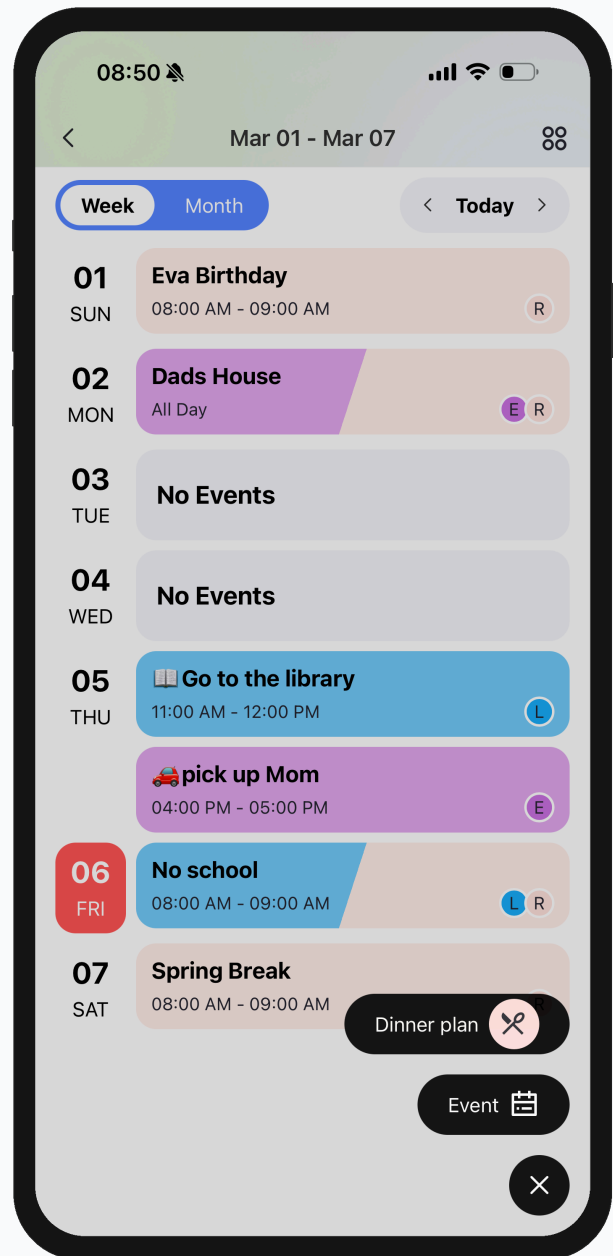
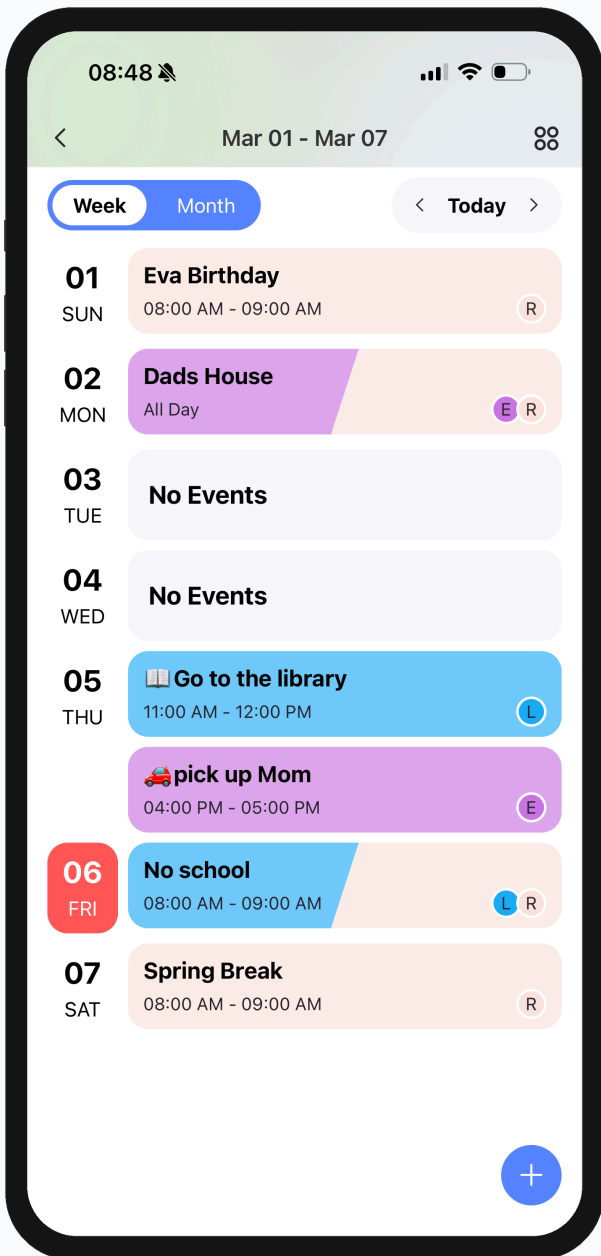
If you have set up a two-way sync with a Google Calendar, any changes made in Pronext will also be reflected there.

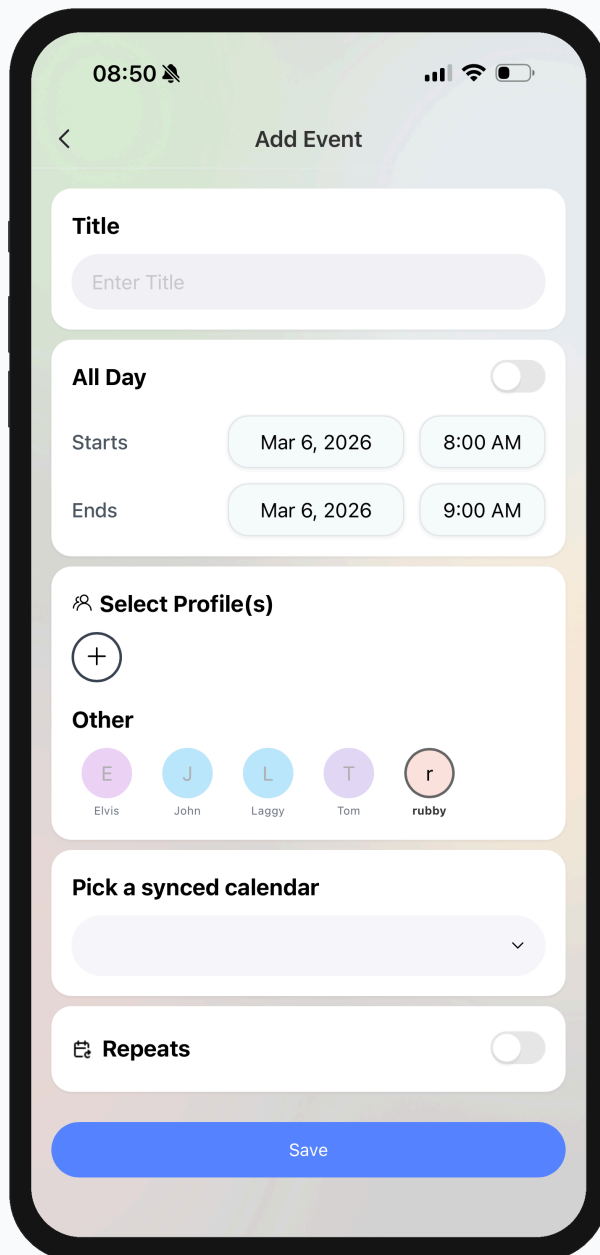
## App

1 Press the blue + in the bottom right.

2 Choose Event.

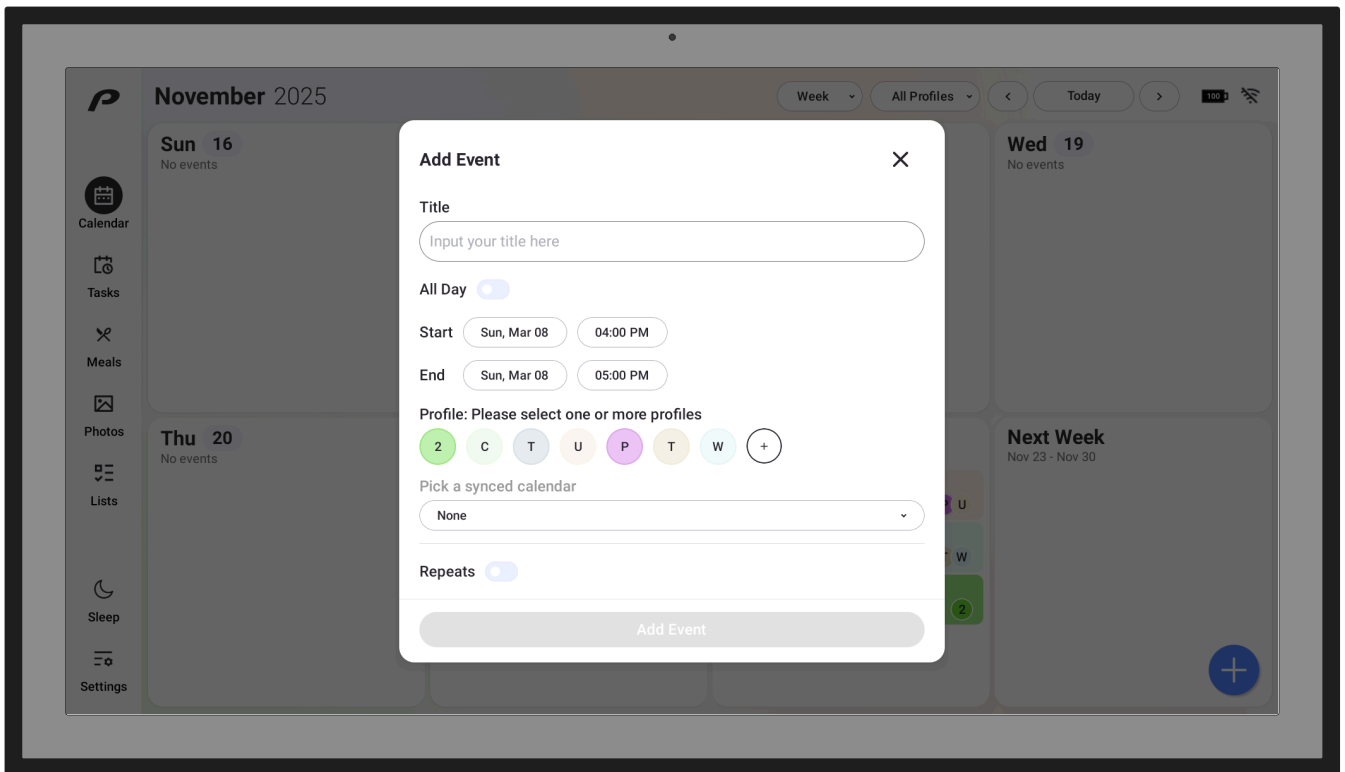
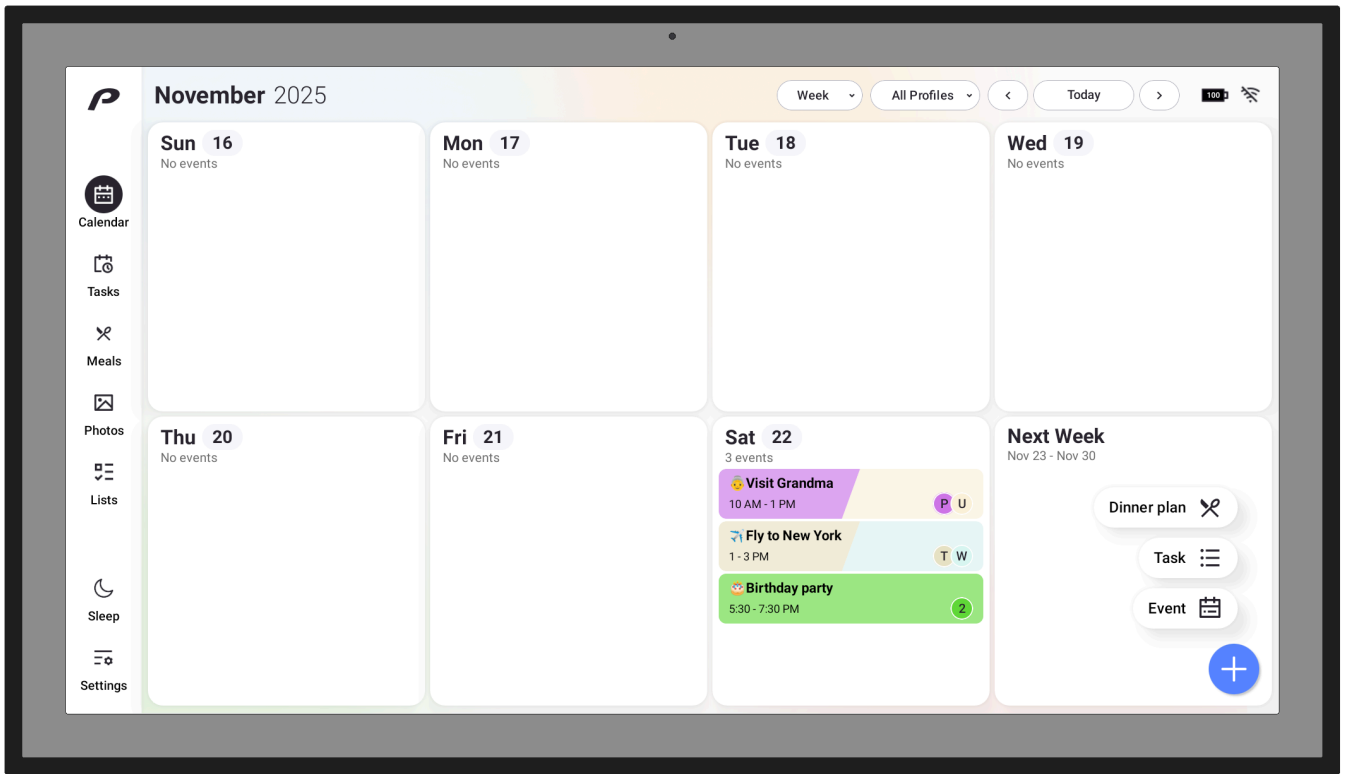
3 Enter your details and press Save.





## Device

- 1 Press the blue + in the bottom right corner and choose Event.
- 2 Enter your event details and press "Add Event".



## 13 Recurring Events

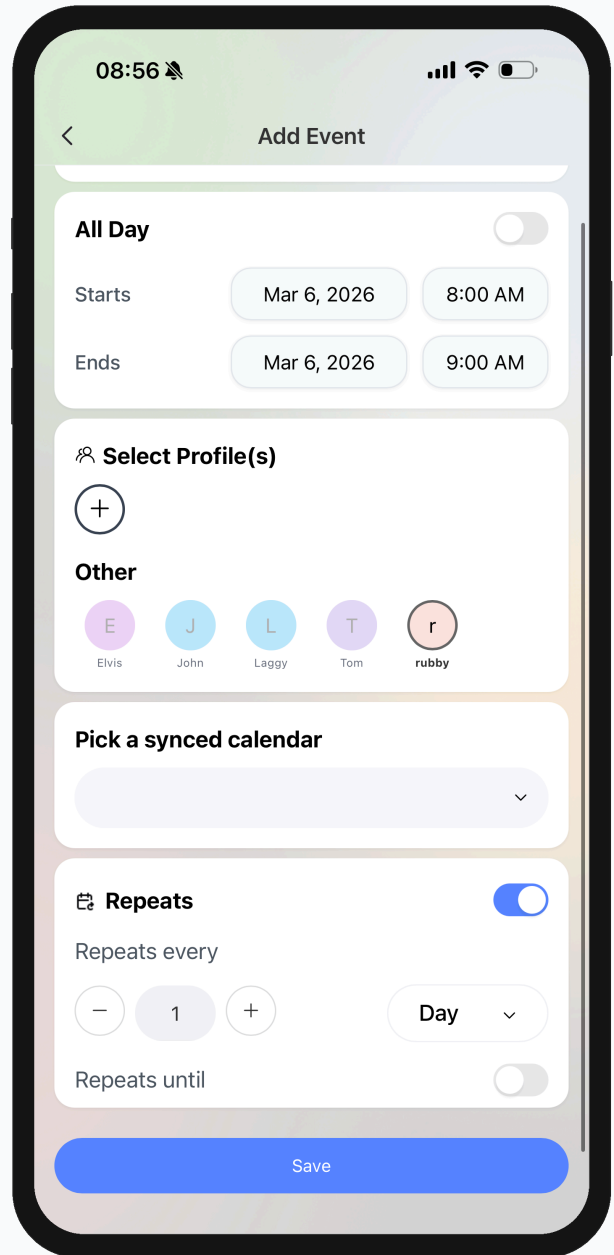
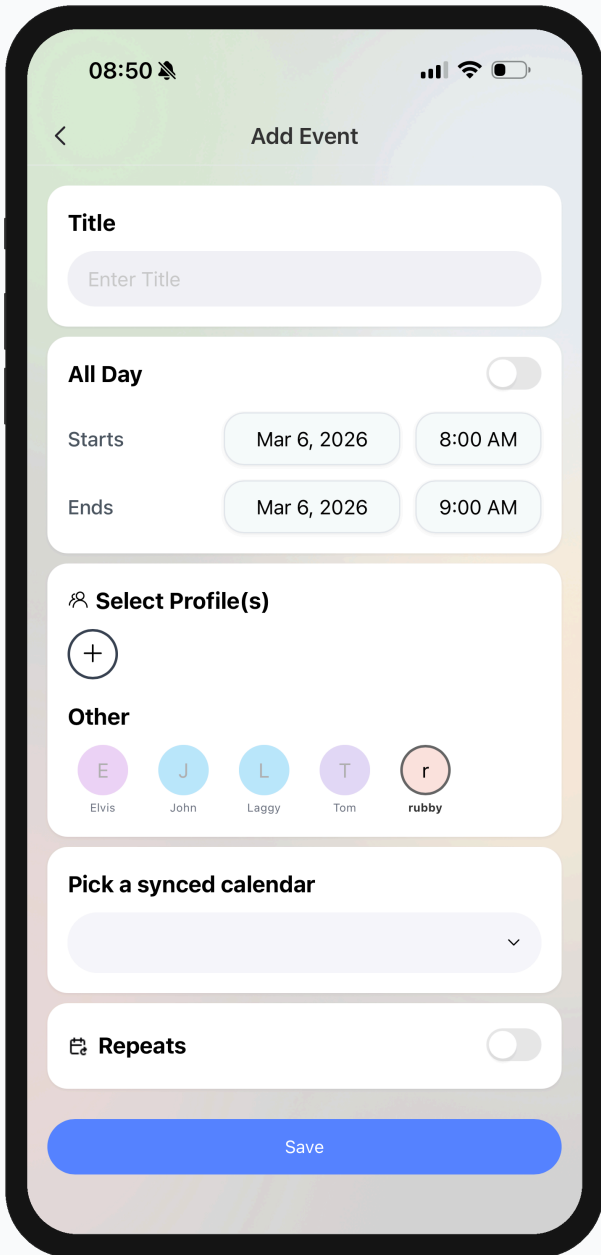
You can create events that occur on a recurring basis — Daily, Weekly, Monthly or Yearly. Events can also repeat until a specified end date.

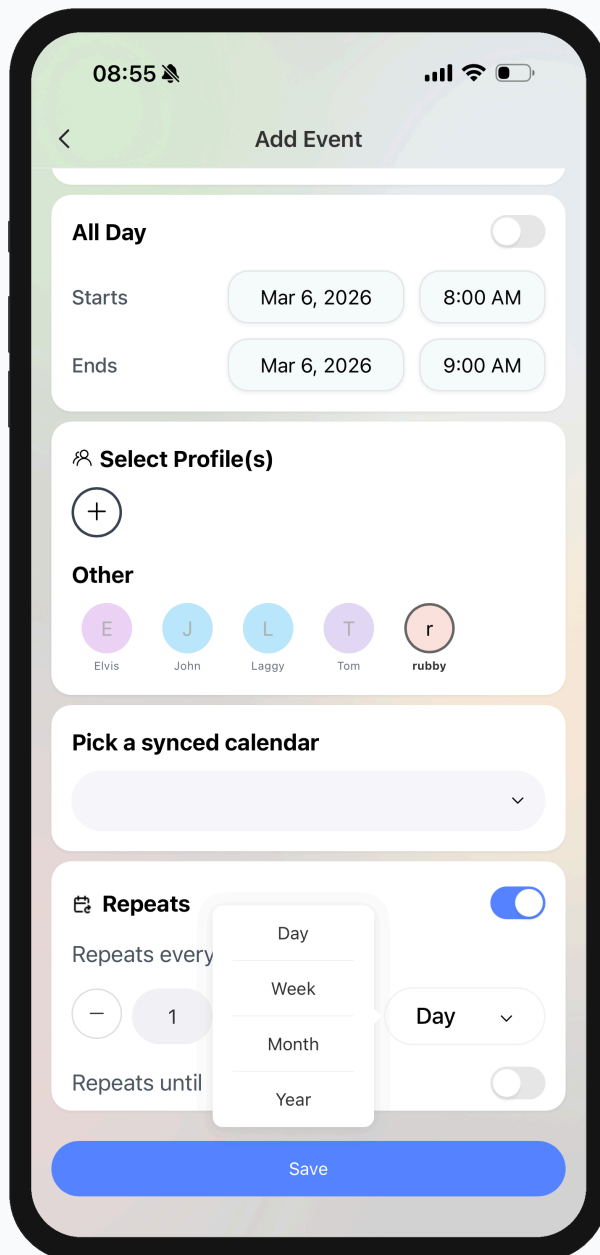
App

1 Create an event.

2 Toggle on Repeats.

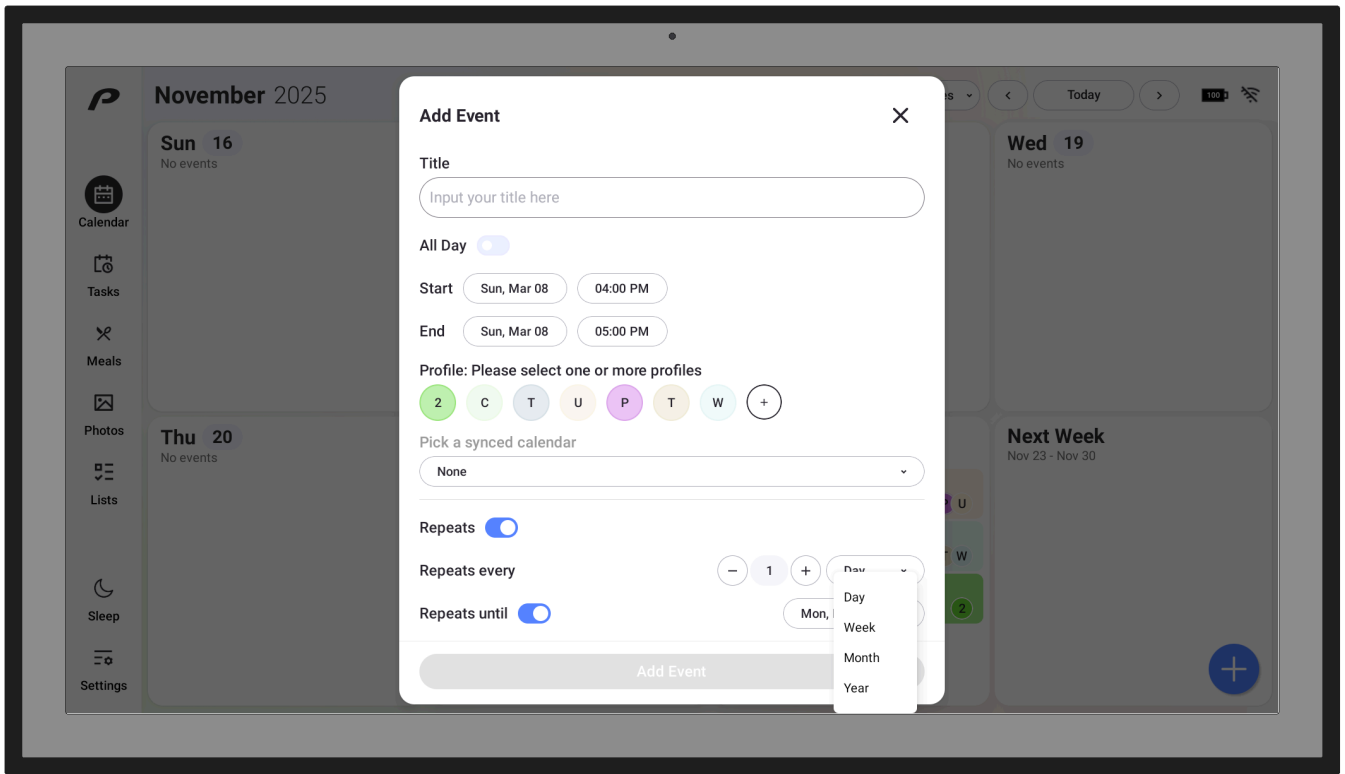
3 Change Unit of Time to Day, Week, Month or Year.





## Device

- 1 Toggle on Repeats.
- 2 Change unit of time to **Day, Week, Month or Year**.
- 3 Press Save.



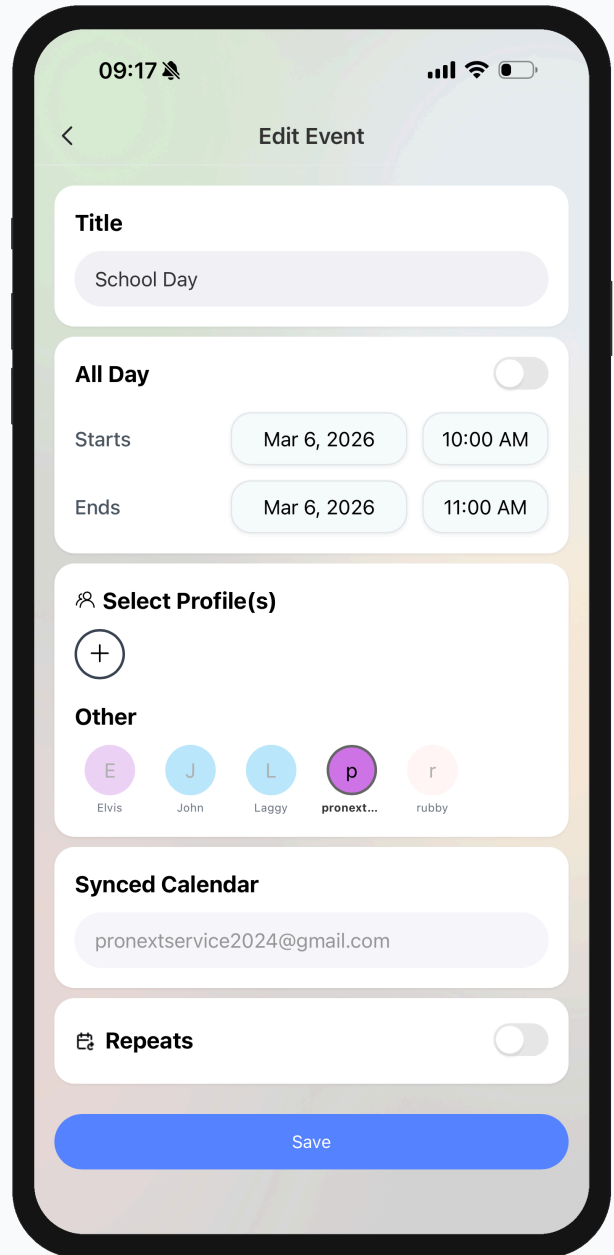
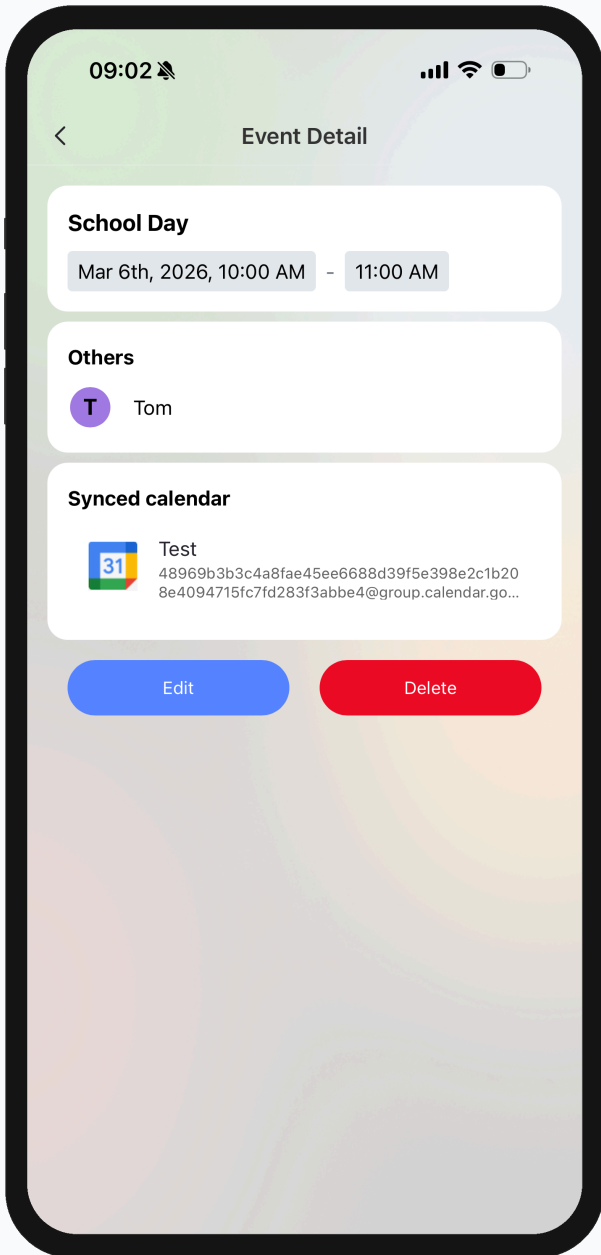
## 14 Editing Events

### App

#### Note

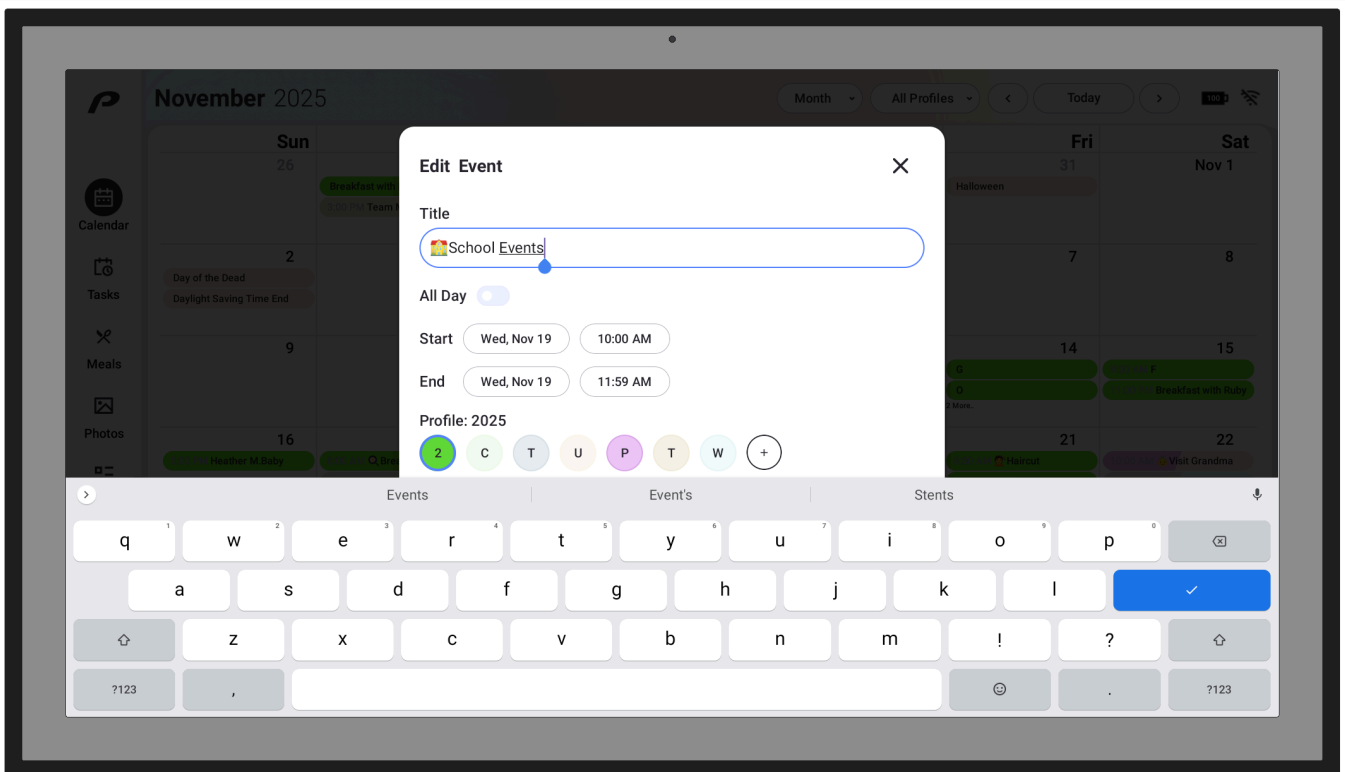
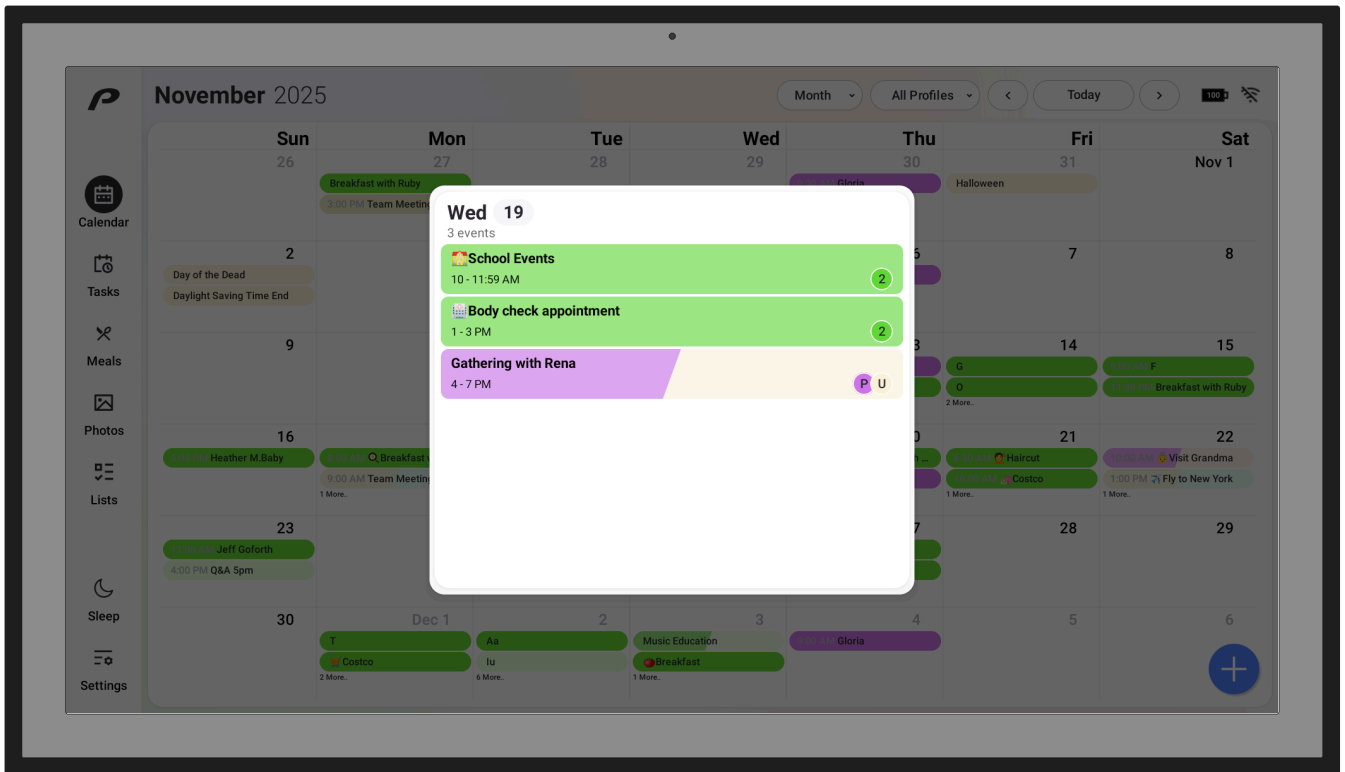
You can currently only edit events created with Pronext and with Google (if you have synced your Google Calendar with 2-way sync). For Google events, you can only edit individual instances of a recurring event.

- 1 Open an Event's details and press Edit.
- 2 Edit your event details and press Save.
- 3 If the event is on a 2-way synced Google Calendar, the changes will appear on your Google Calendar.



## Device

- 1 Tap an event to view details and press Edit Event.
- 2 Enter your new event details and press Save.



## 15 Task List

Tasks are an excellent method for managing tasks across the entire household. Various types of Tasks can be assigned:

### Timed Tasks

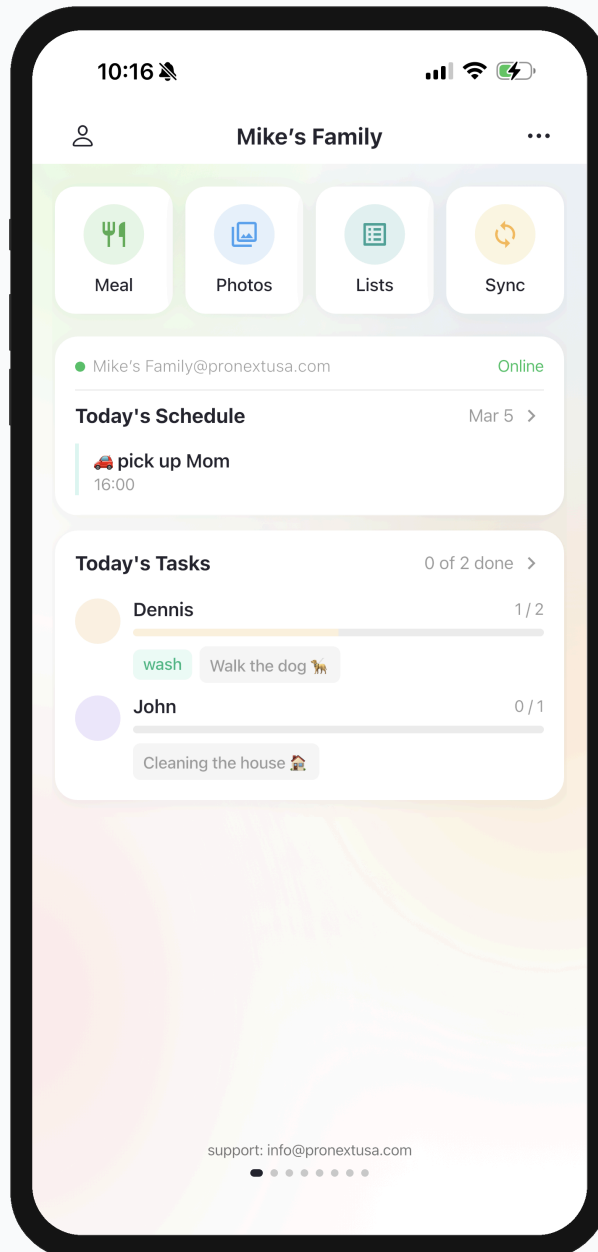
If you'd like a task to be completed by a certain time, you have the option to set a time for that task. Timed Tasks contribute to your daily task goal.

## All-day Tasks

If you would like a task to be completed on a specific day without a set time, you can select a date for that task. All-day Tasks contribute to the day's overall task goal.

## Anytime Tasks

If you want a task to be completed at any time, without specifying a particular day or time, you can create an anytime task. Anytime Tasks contribute to your daily task goal.



## Task Setup

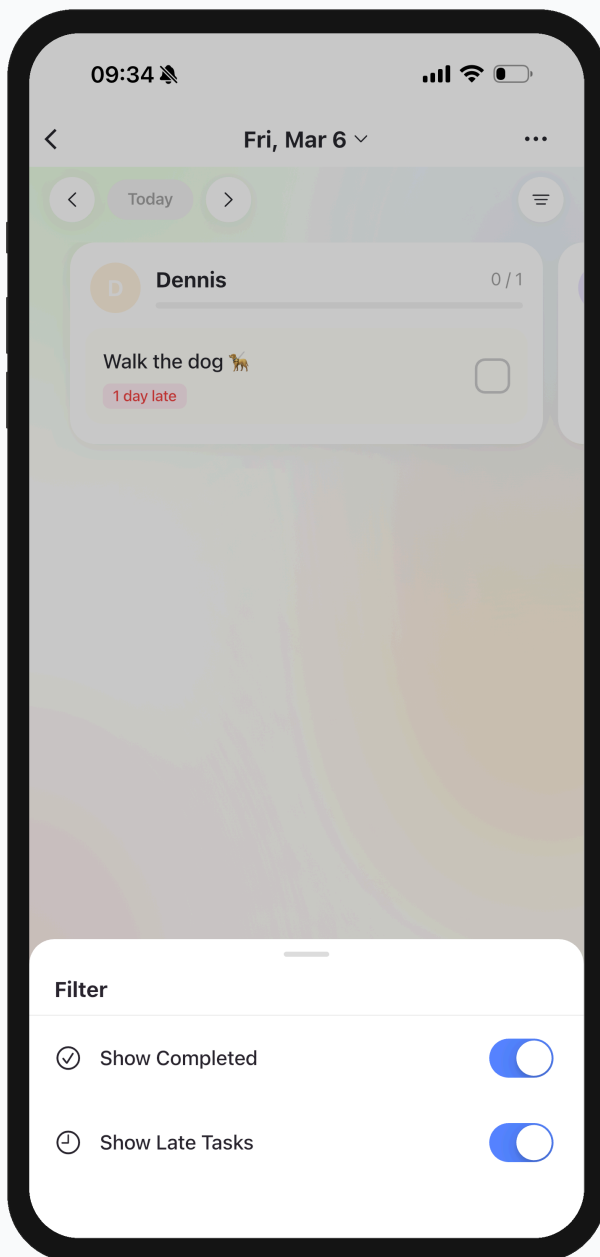
Begin by choosing the family members for whom you would like to show Tasks.

### App

- 1 Open Tasks from the home screen.

2 You can go into the profiles and choose whether to hide them or not, so you can set up Tasks for each family member.

3 Get started creating Tasks.



## Device

1 Press the Tasks tab.

2 You can go into the Profiles and choose whether to hide them or not.

3 Create a new Profile for a member of the family if they are not already in the list.

4 Start creating Tasks.



November 2025

100%

< Today >

+ Add Or Select Profiles

Filter ▾

- Calendar
- Tasks
- Meals
- Photos
- Lists
- Sleep
- Settings

**A** Austin 0/1 +

Boil Eggs  
All day

**E** Emma 0/1 +

Landry  
Daily

**M** Mom 0/1 +

Grocery  
All day

**S** Skylar 0/1 +

pick up table  
Daily



November 2025

100%

< Today >

+ Add Or Select Profiles

Filter ▾

- Calendar
- Tasks
- Meals
- Photos
- Lists
- Sleep
- Settings

**A** Austin 0/1 +

Boil Eggs  
All day

**E** Emma 0/1 +

Landry  
Daily

**M** Mom 0/1 +

Grocery  
All day

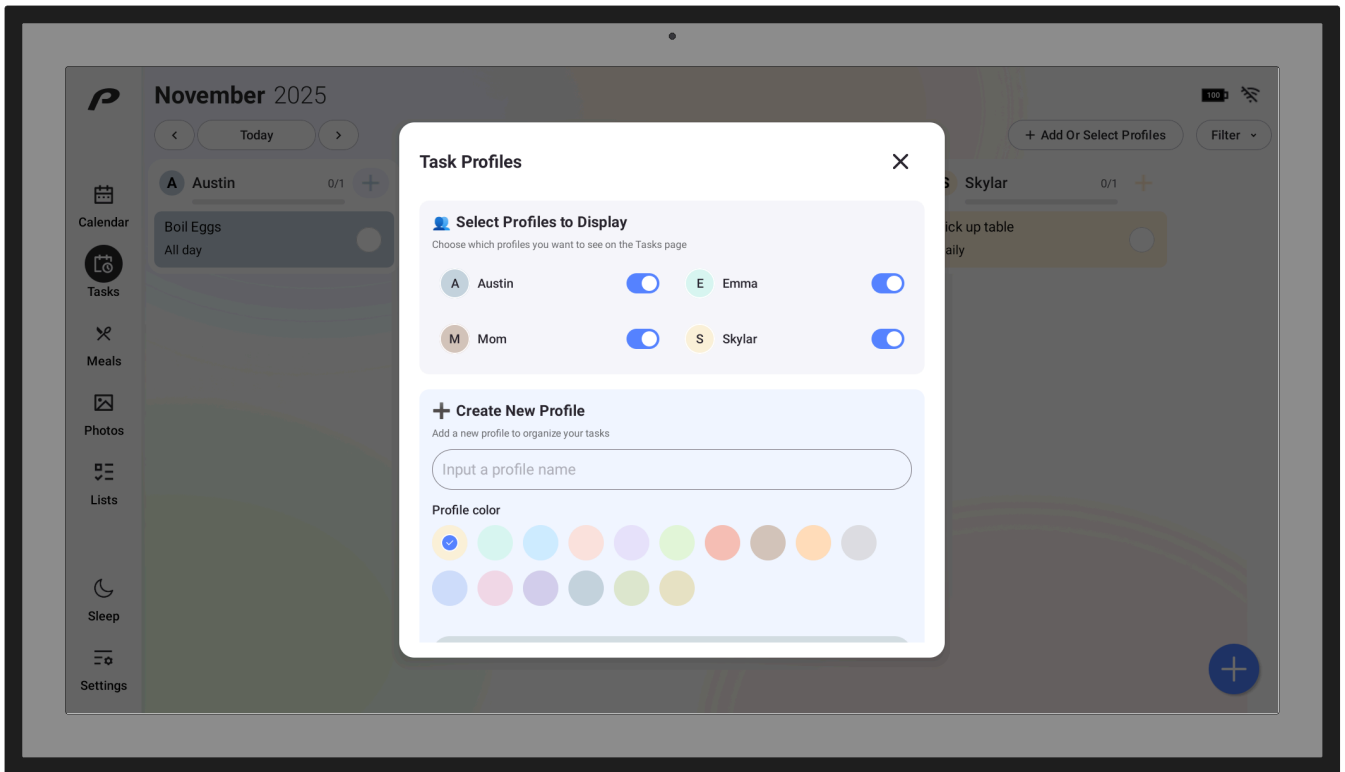
**S** Skylar 0/1 +

pick up table  
Daily

Completed tasks

Late tasks

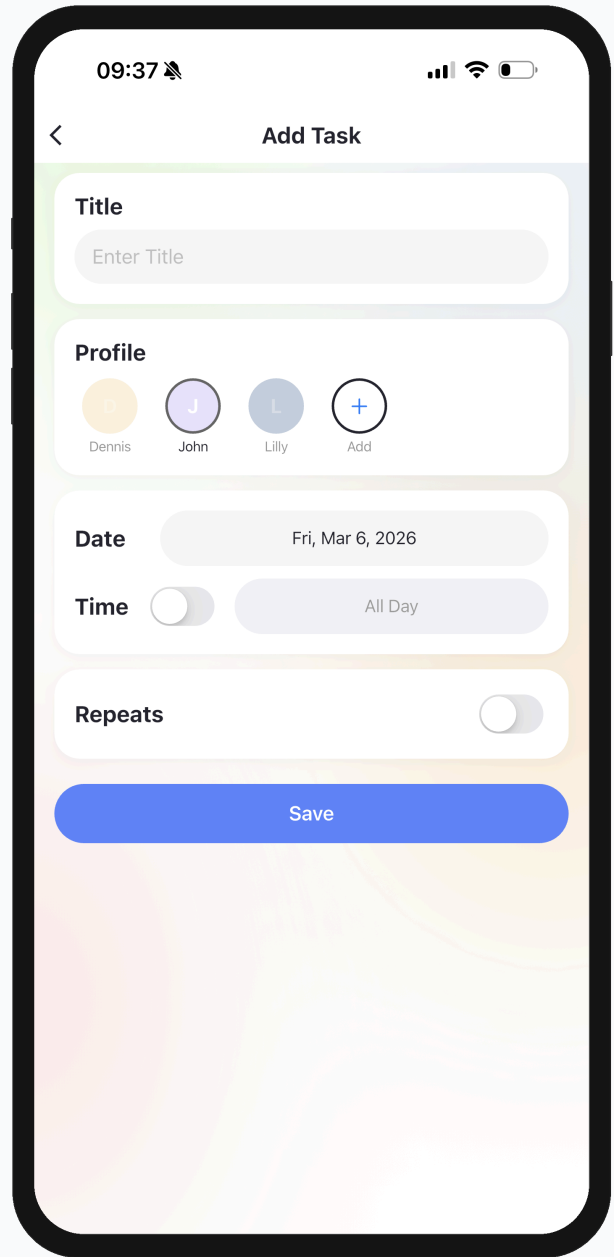
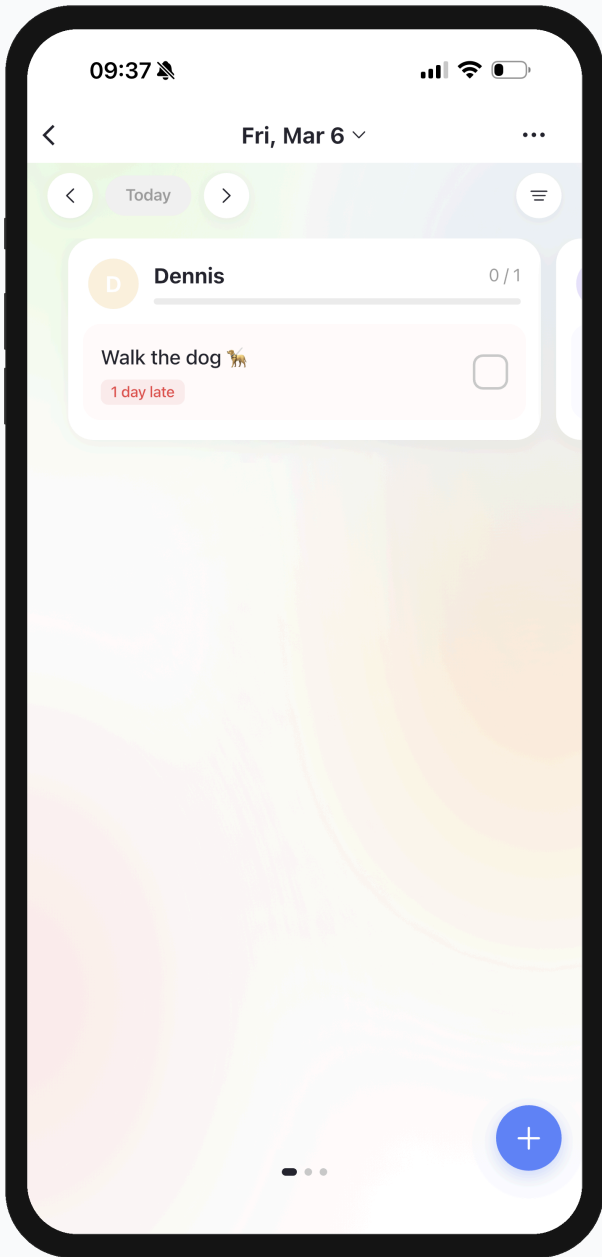


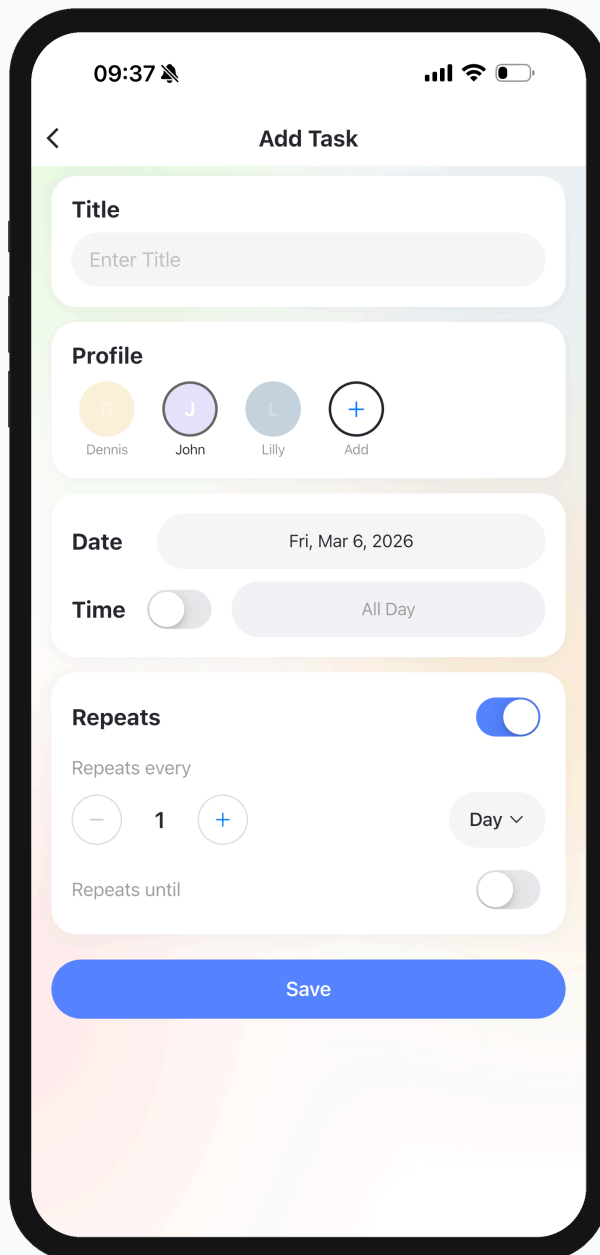


## Creating Tasks

### App

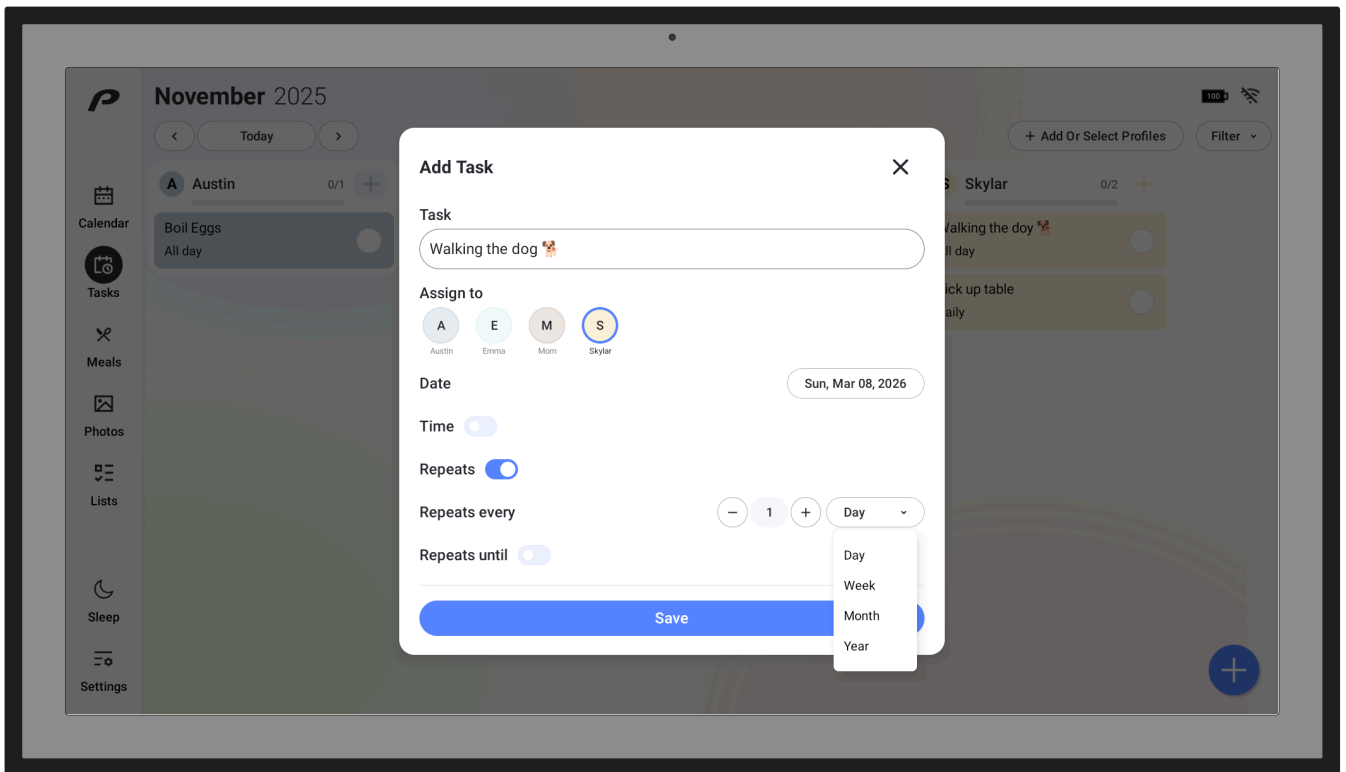
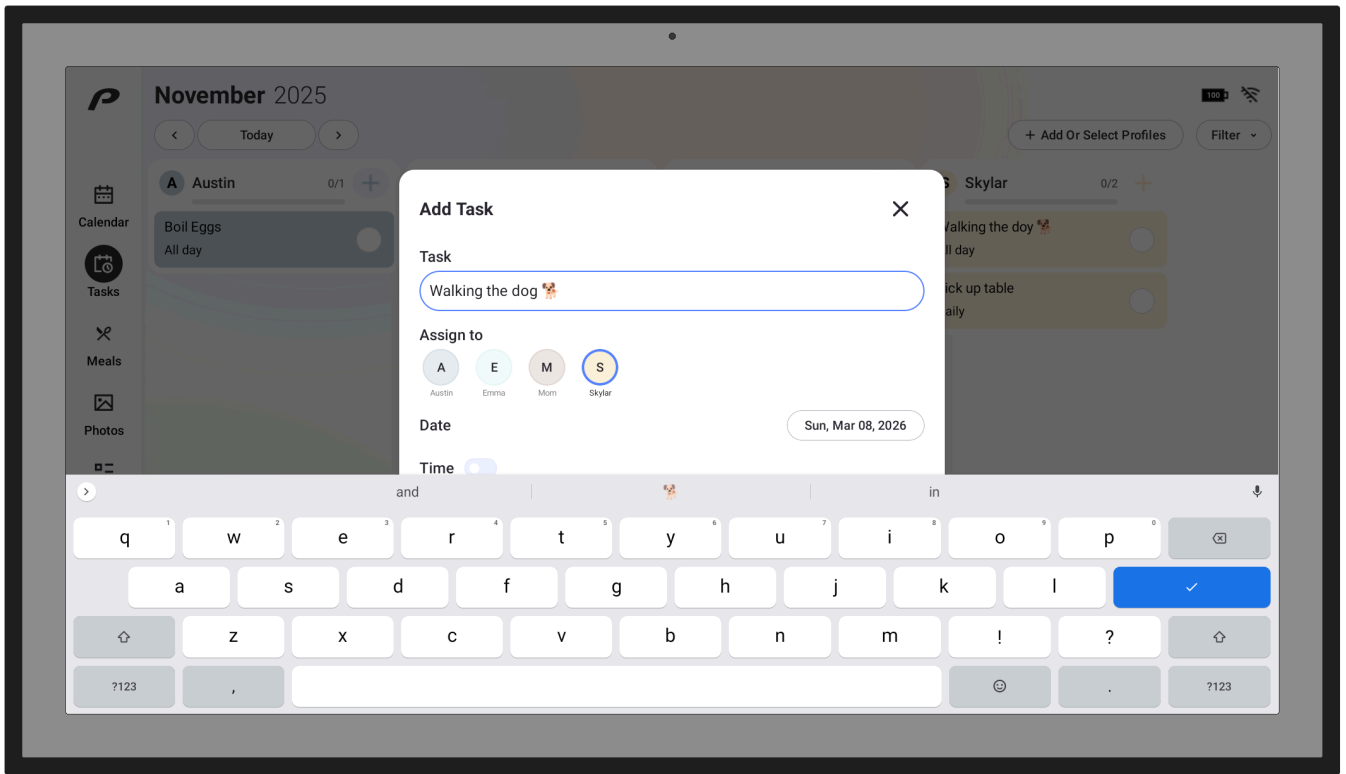
- 1 Press the blue + in the bottom right corner of the Task Chart screen.
- 2 Specify the task and assign it to any number of family members. Each member will have their own separate task created.
- 3 If you would like the task to occur daily, weekly, monthly or yearly, please enable the Repeats option.
- 4 Press Save and your Tasks will be created.





## Device

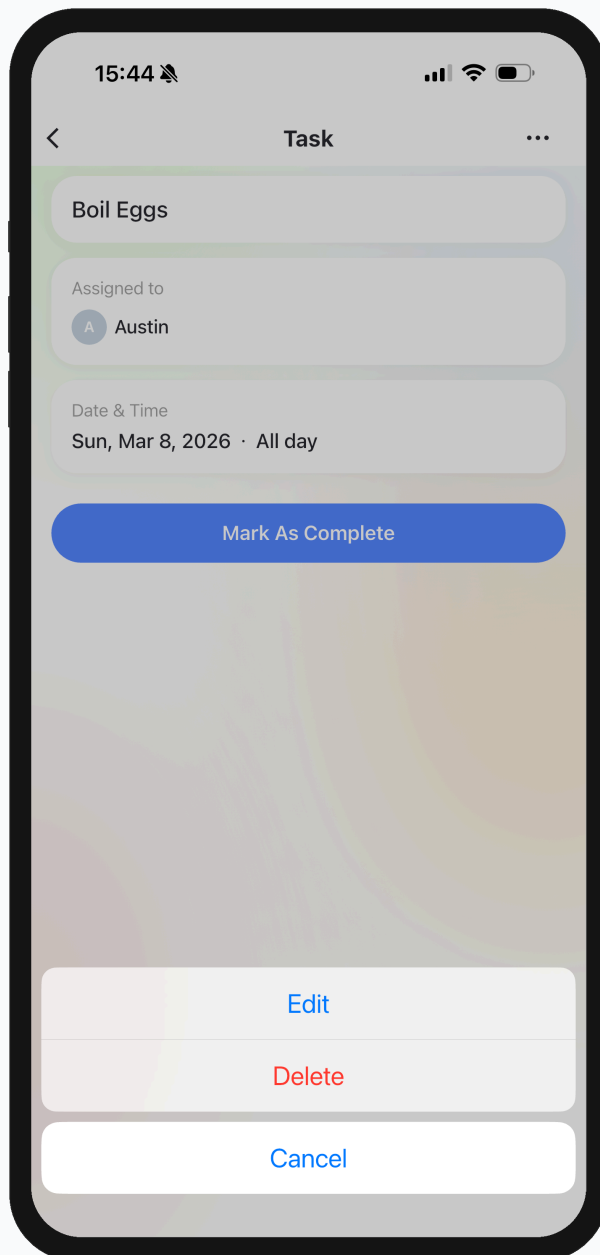
- 1 Press the blue + in the bottom right of the Tasks screen to add a task.
- 2 Specify the task and assign it to any number of family members.
- 3 If you would like the task to occur daily, weekly, monthly or yearly, enable Repeats.
- 4 Press Save and your Tasks will be created.



## Editing Tasks

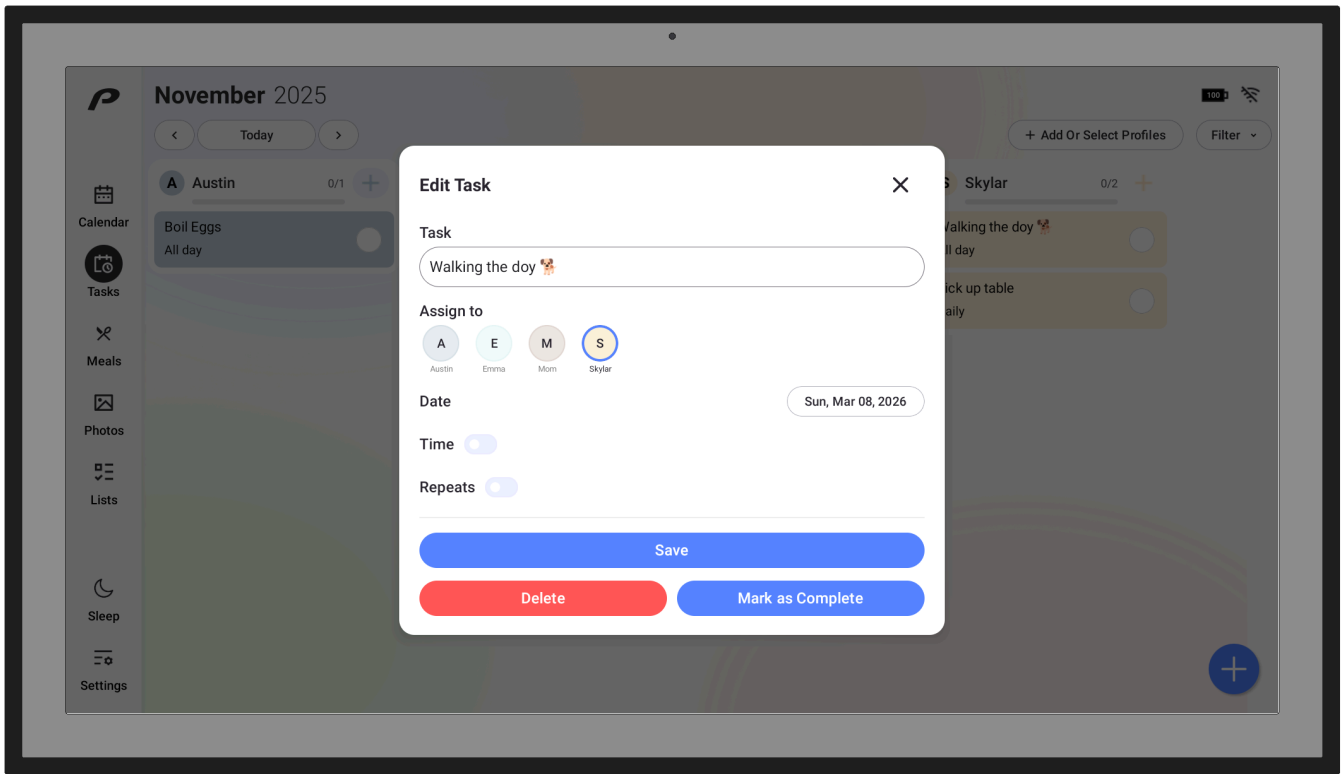
### App

- 1 Press the task and edit.
- 2 Press Save and your changes will be applied.



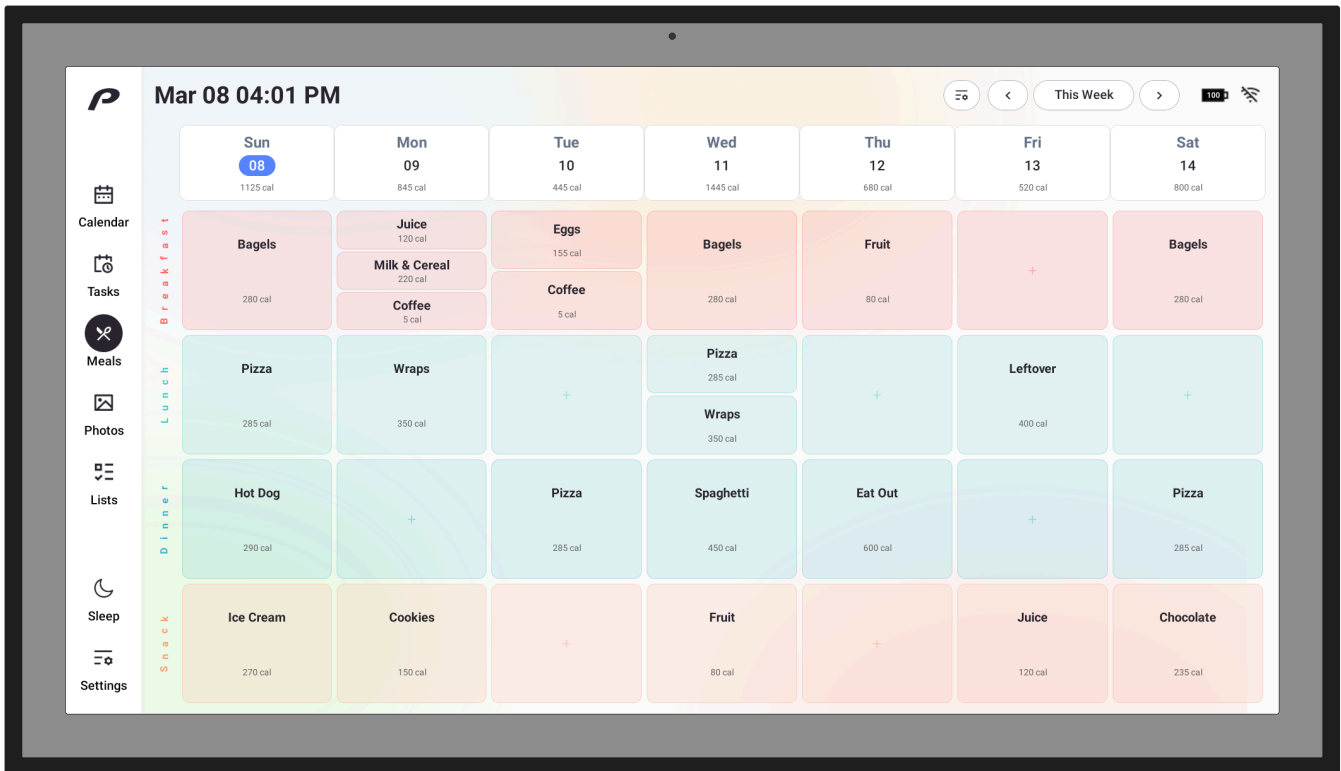
## Device

Press the task and edit directly on the device.



## 16 Meals

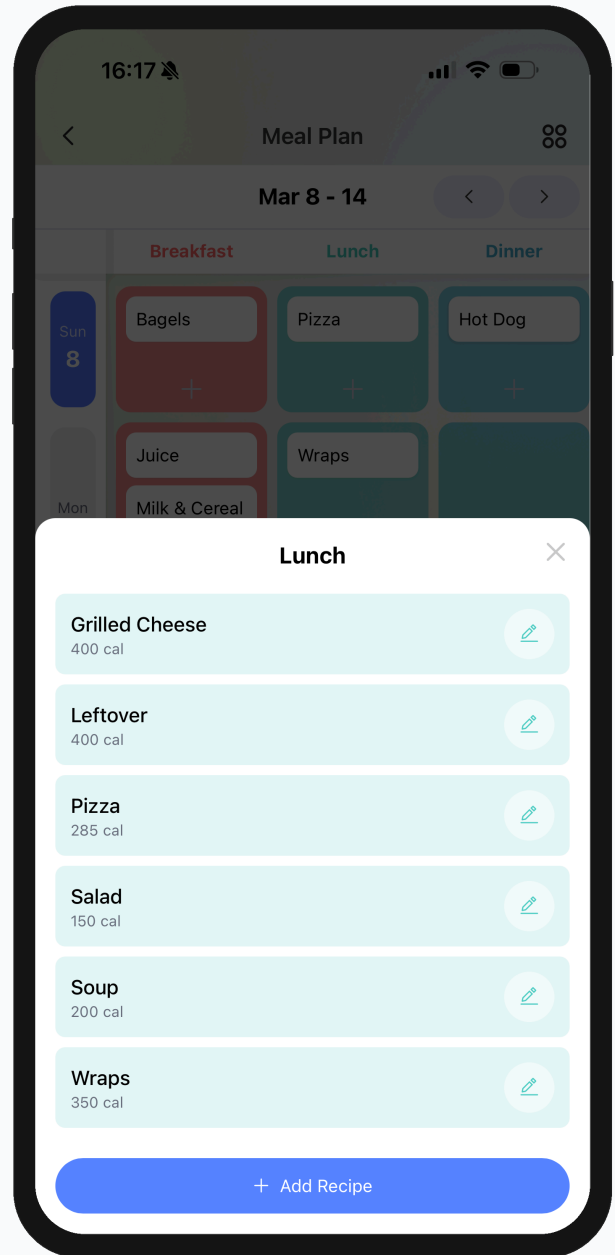
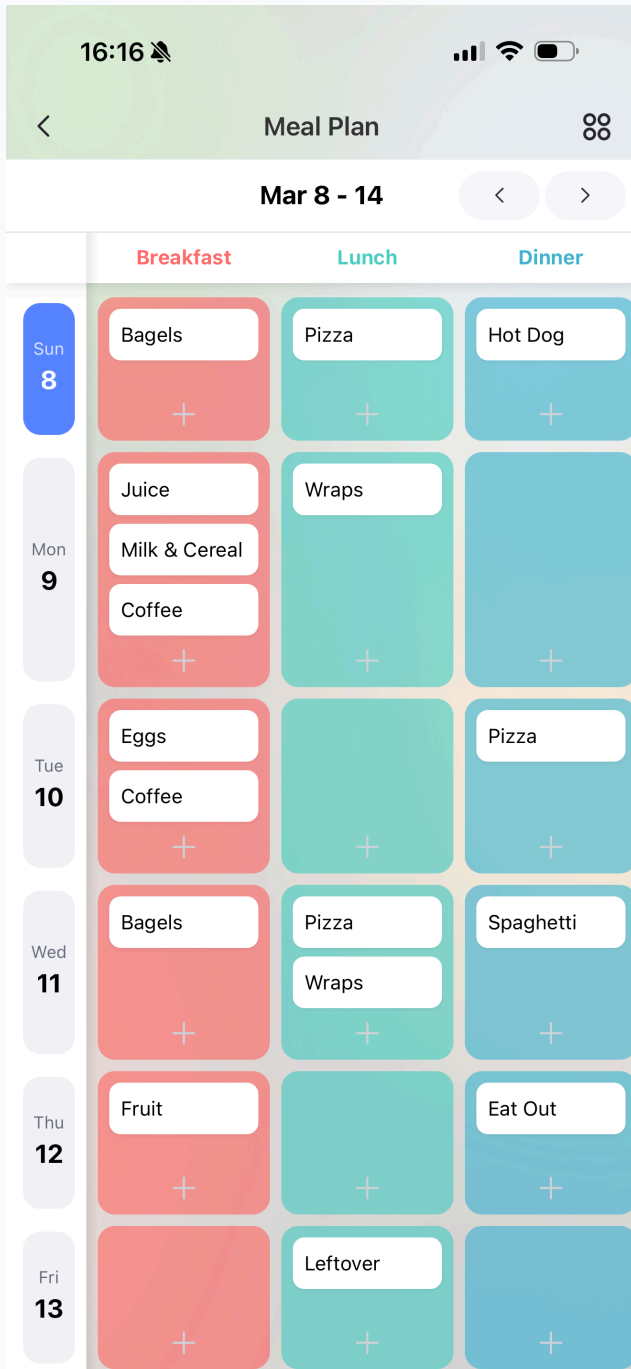
You can create a daily meal plan for your family, with meal categories including breakfast, lunch, dinner, and snacks.



## Adding Meals

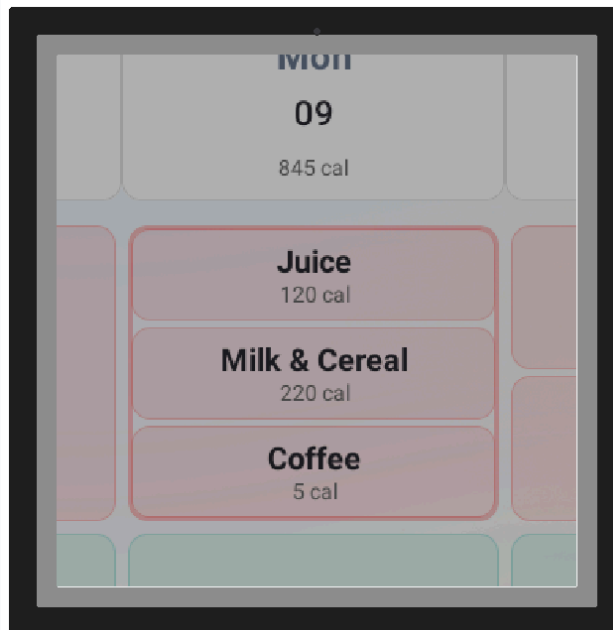
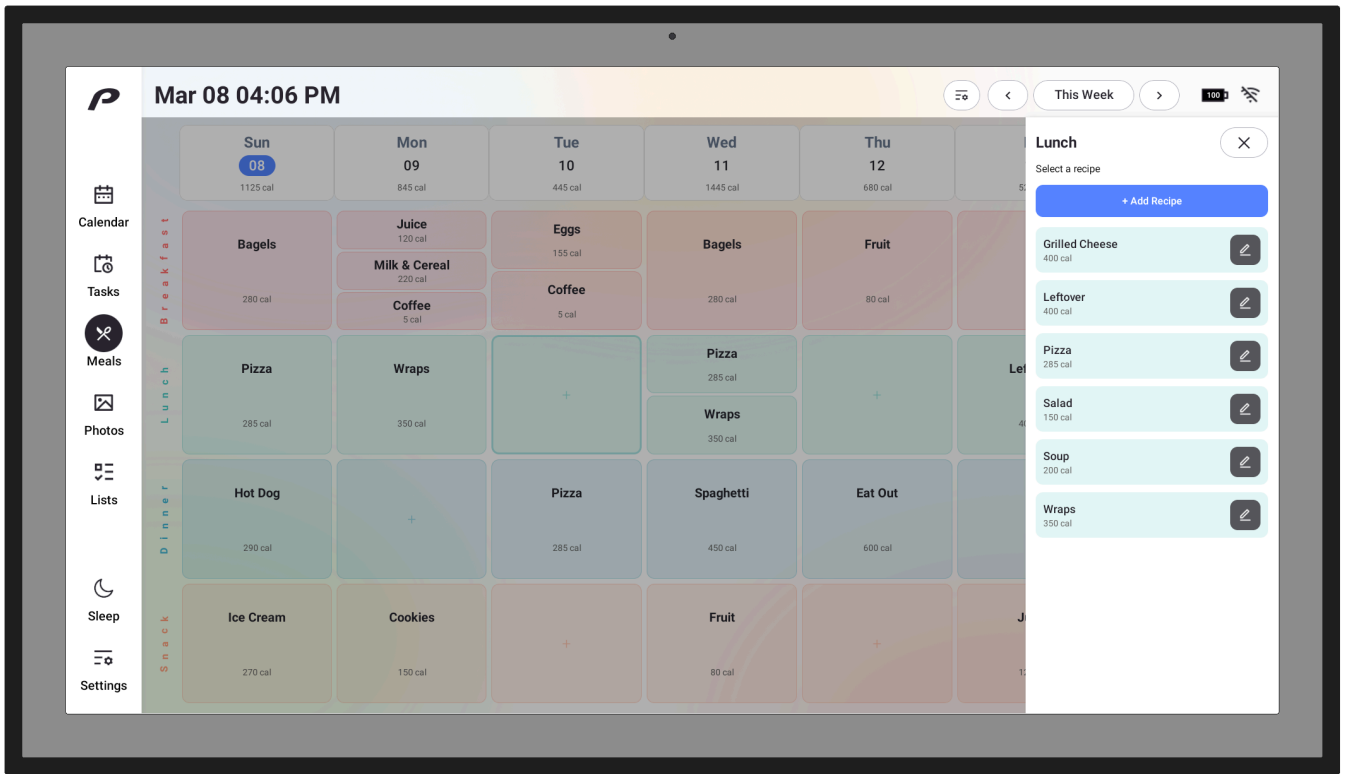
## App

- 1 Tap the '+' button to add a meal.



## Device

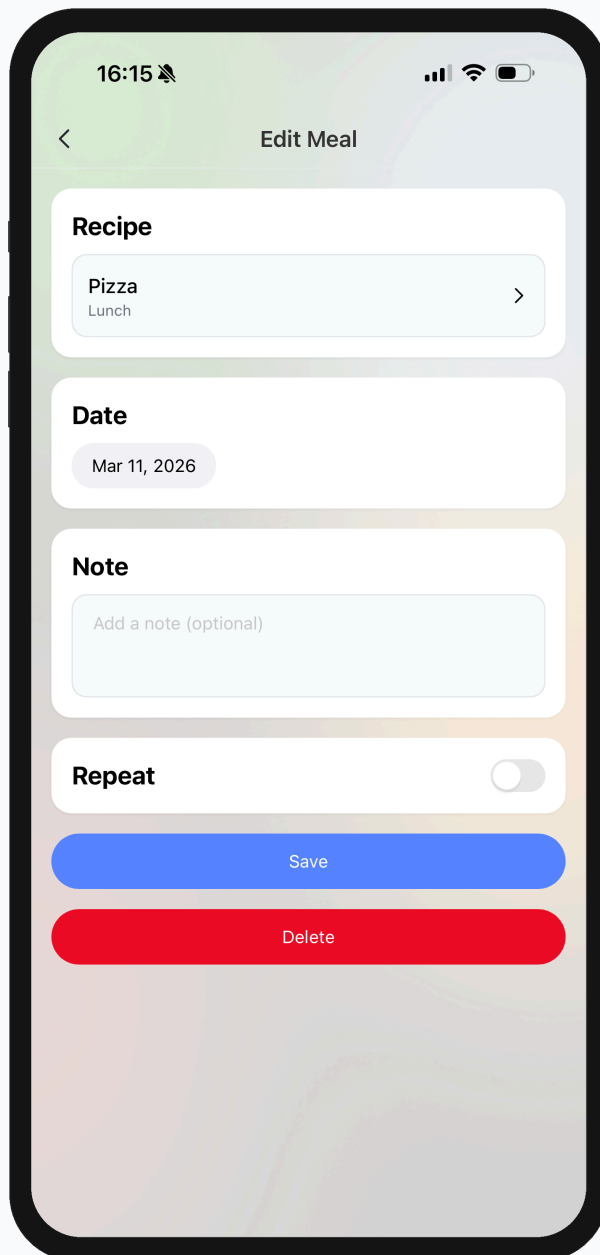
- 1 Tap the '+' button of the day you want to add a meal to.
- 2 To add extra meals to an existing day, long press **the day**.



## Editing or Deleting Meals

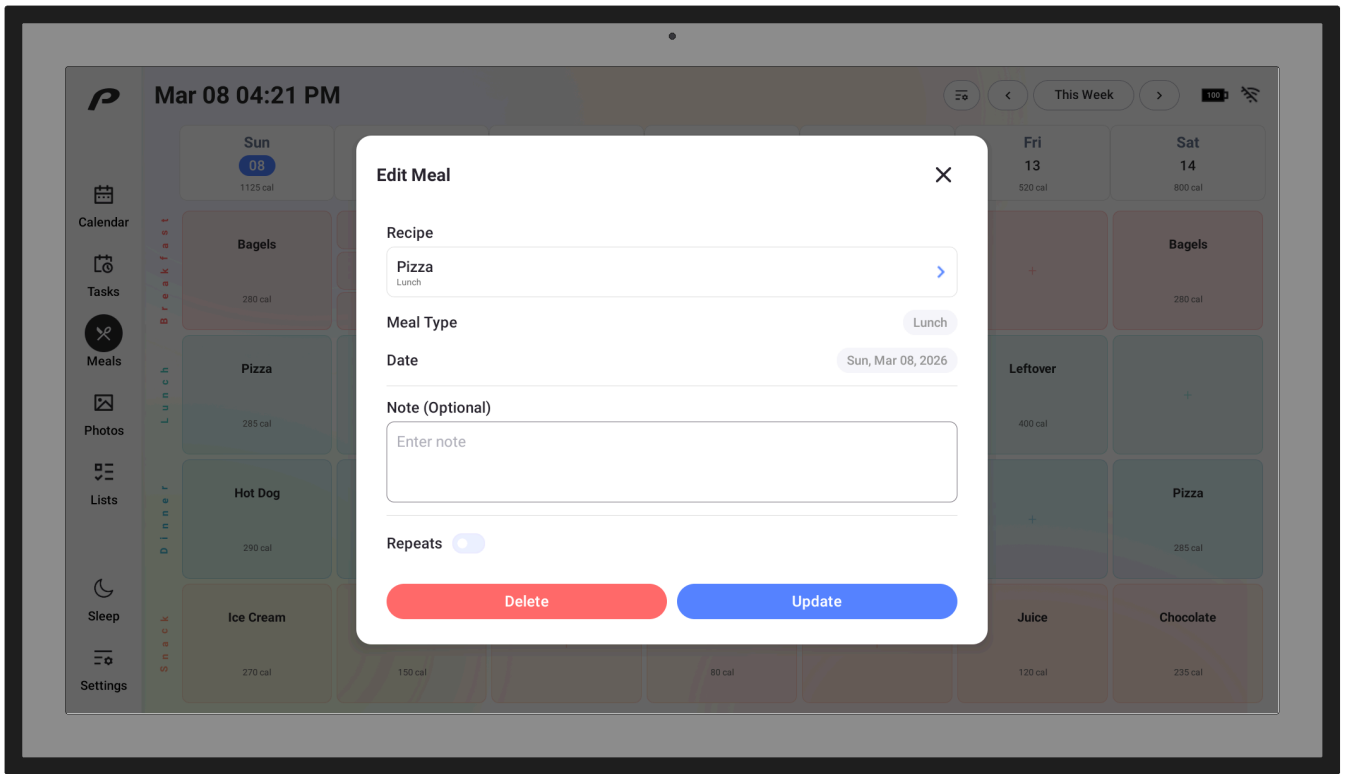
### App

- 1 Tap the meal you want to edit or delete. (Noted: You can edit the Recipe and choose Repeat option)



## Device

- 1 Tap the meal you want to edit or delete.
-

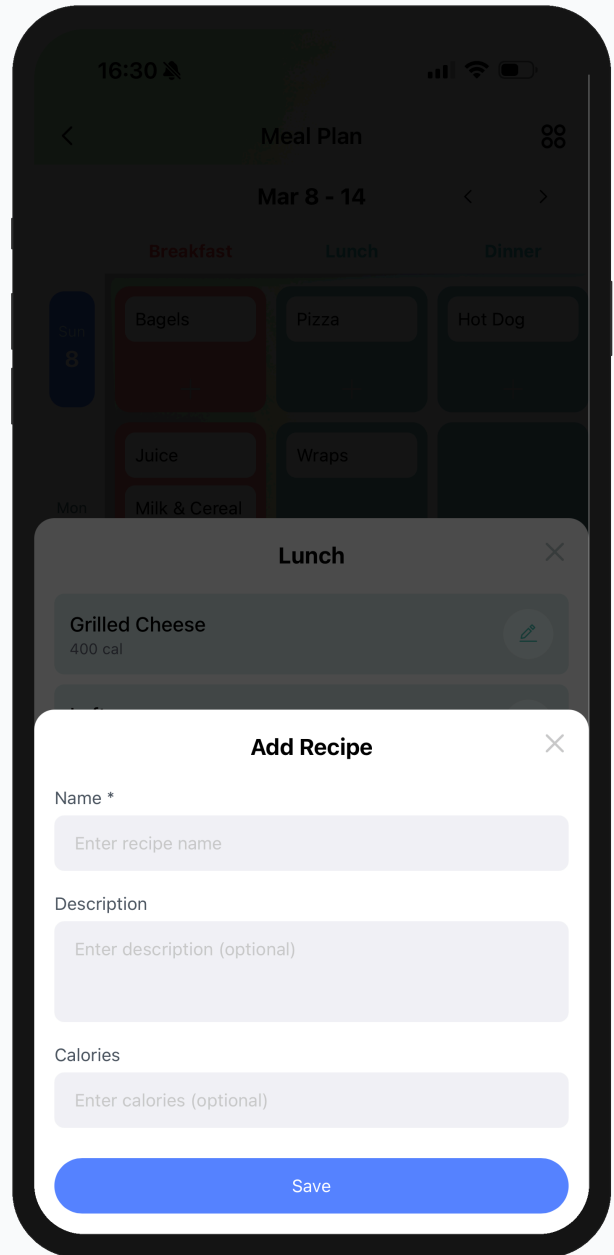
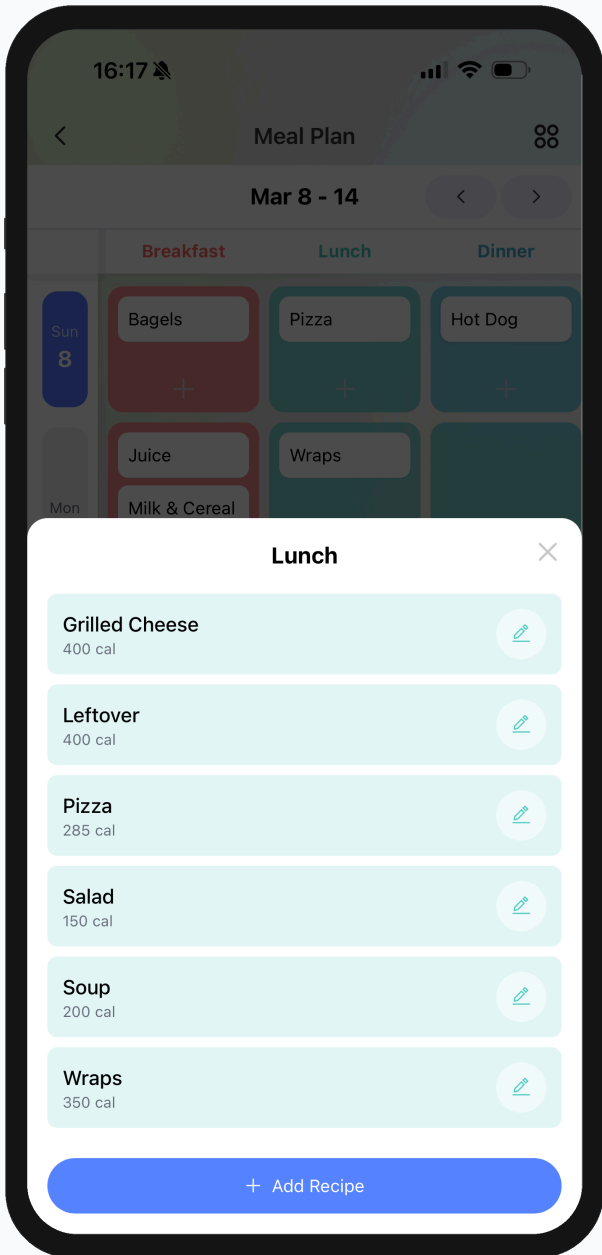


## Adding Recipes

You can add your own custom recipes.

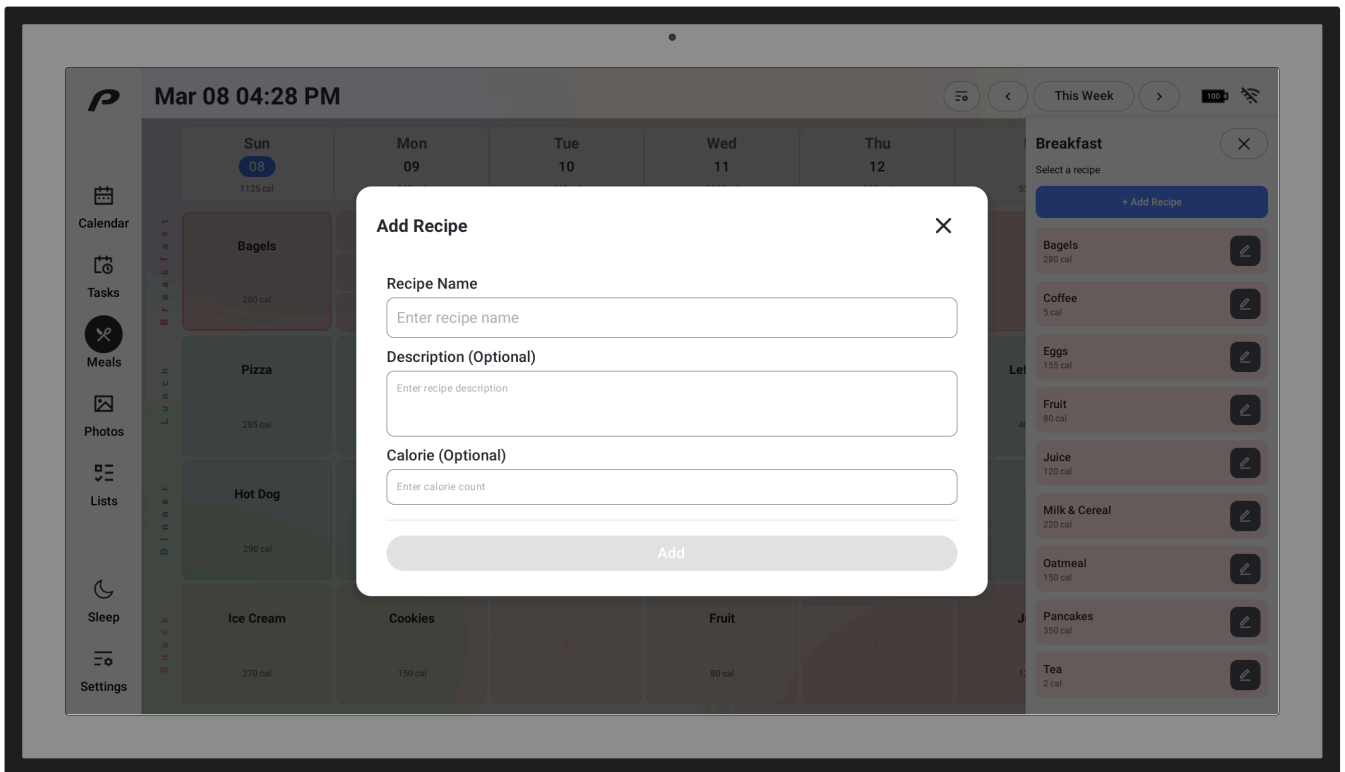
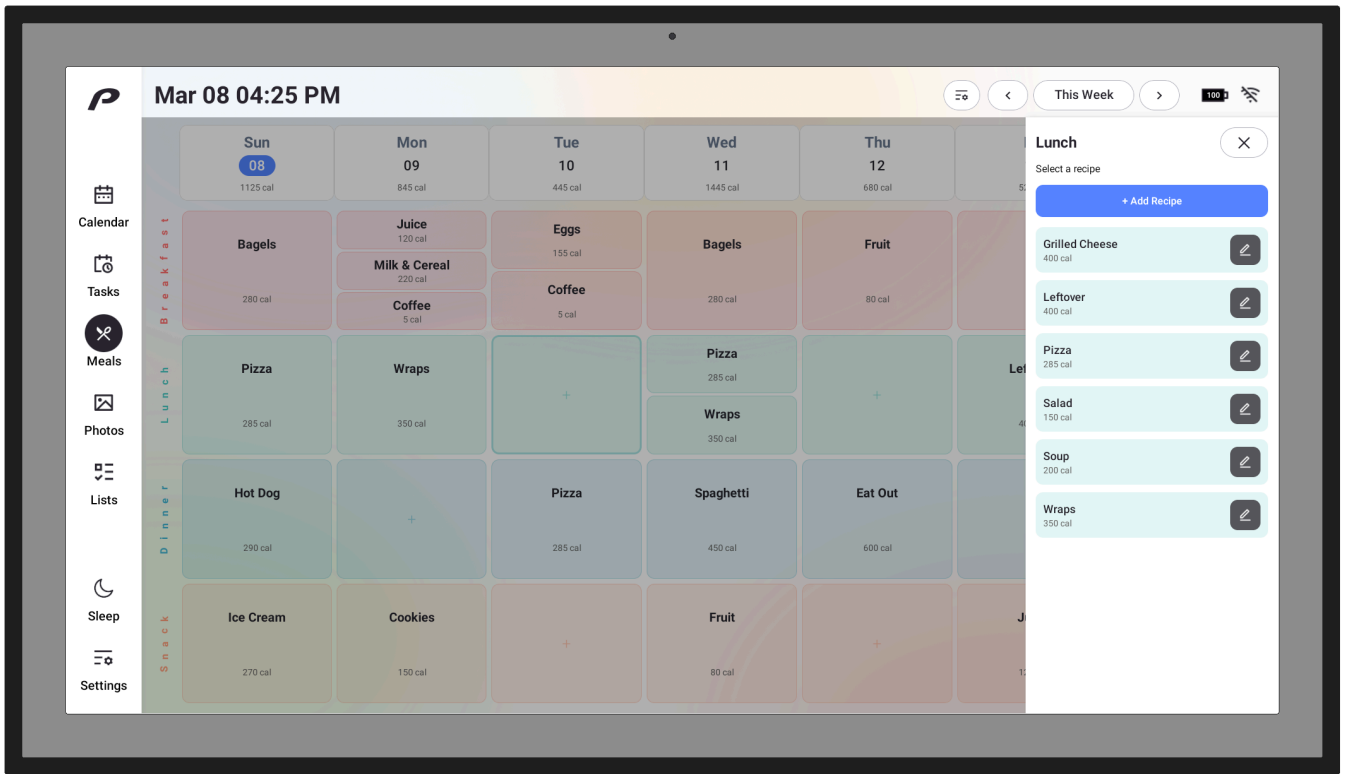
### App

- 1 Tap the '+ Add Recipe' button and choose Add Recipe



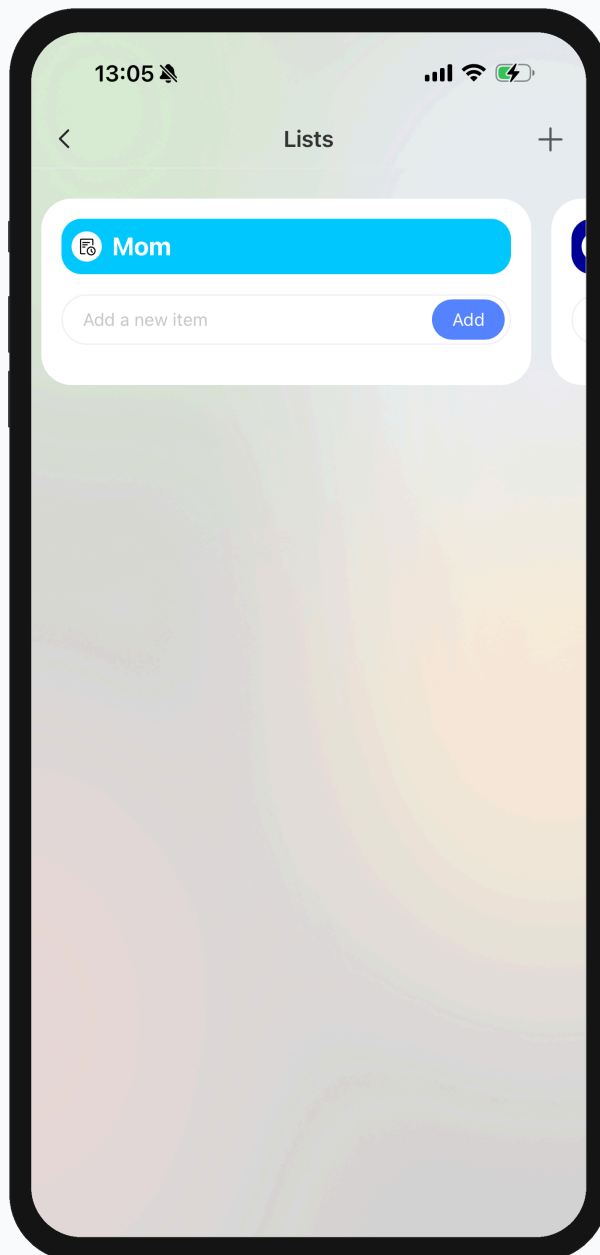
## Device

- 1 Tap the '+ Add Recipe' button and choose Add Recipe



## 17 Todo Lists

Lists are synchronized between your Pronext Calendar and the mobile app, ensuring that the entire family stays informed. You can create as many lists as you'd like.

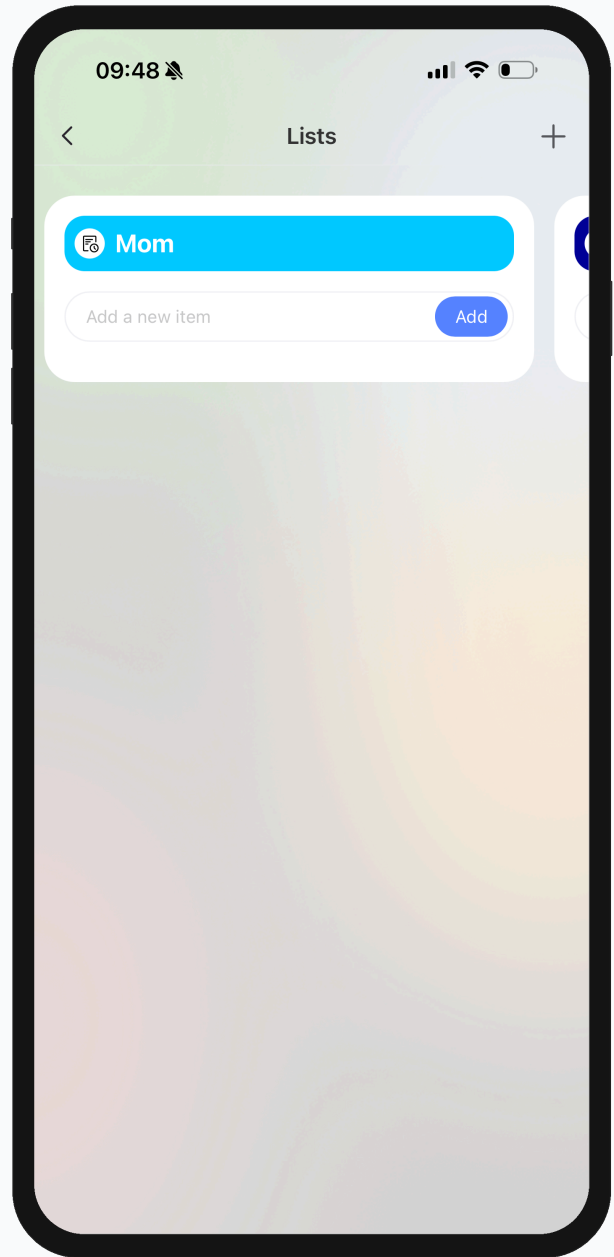
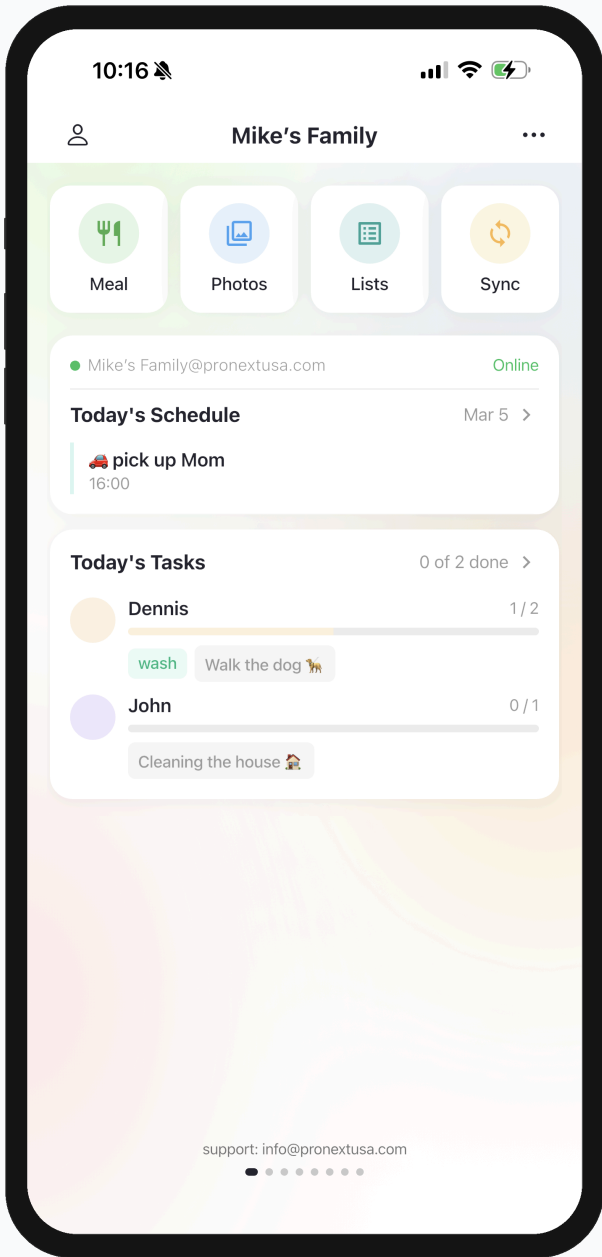


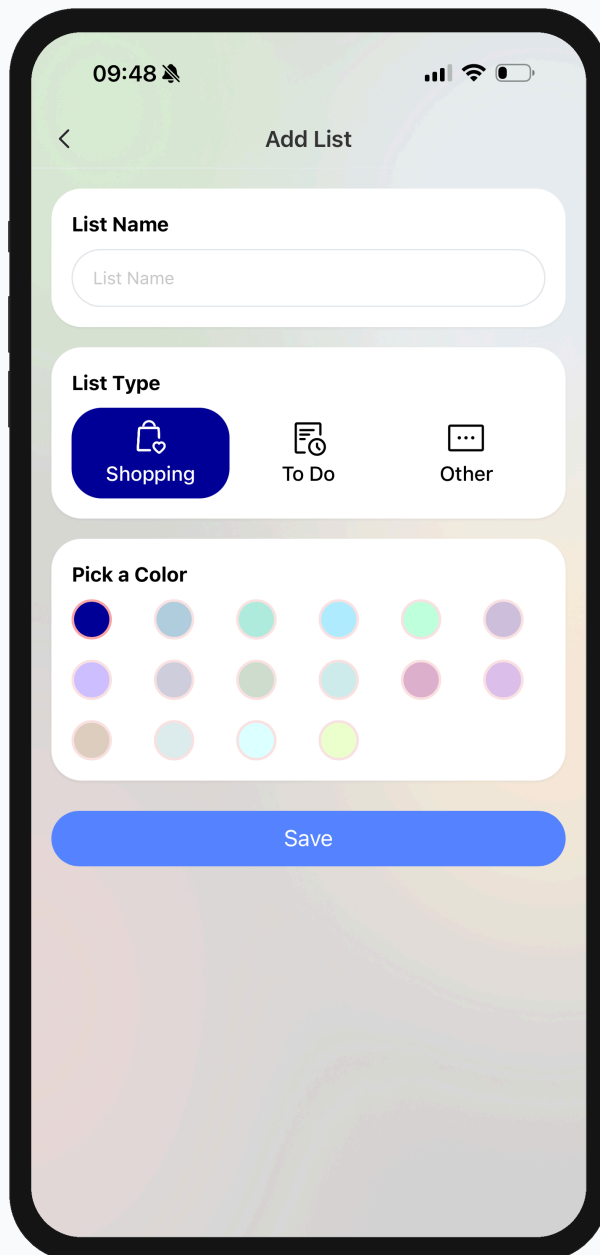
## Creating Lists

---

### App

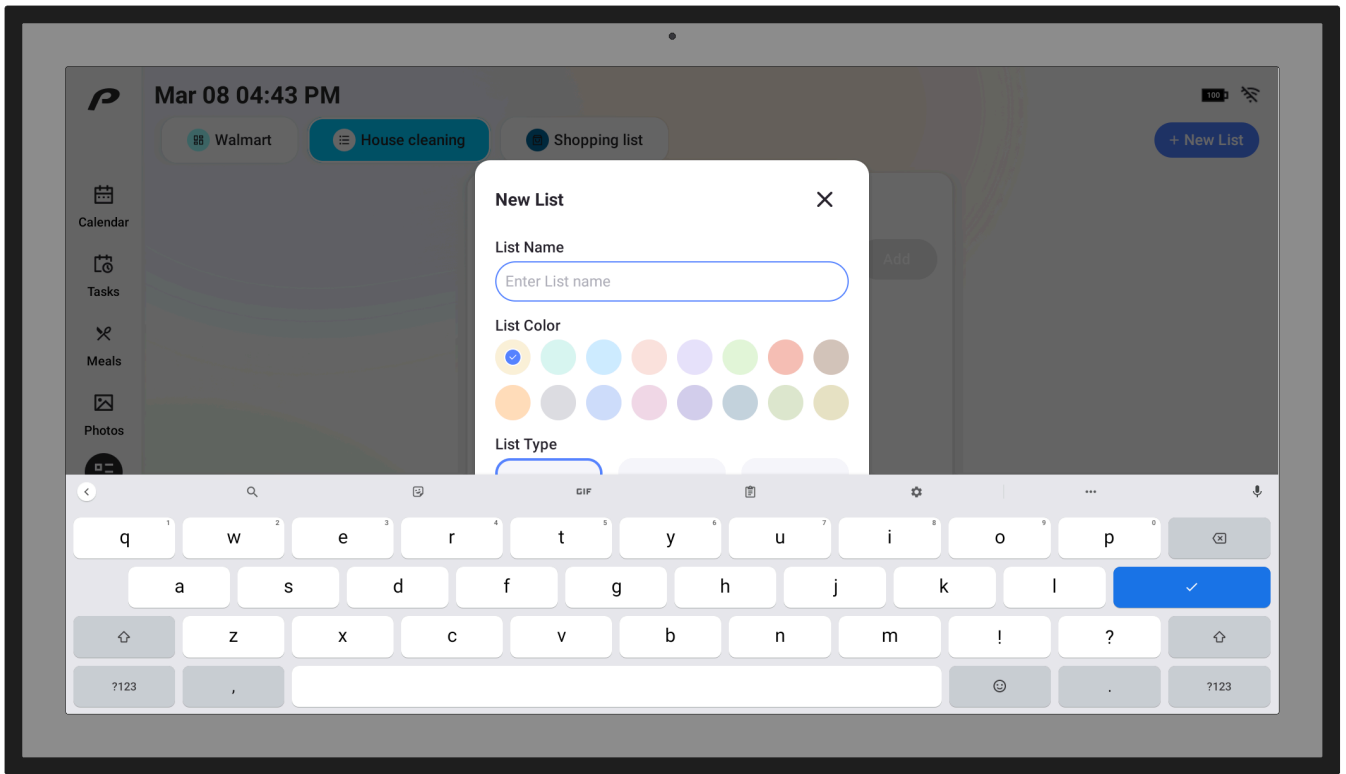
- 1 Open Lists in the calendar home screen.
  - 2 Choose + in the top right.
  - 3 Name your list and choose a color, then press Save.
  - 4 Your new list is ready to add items.
-





## Device

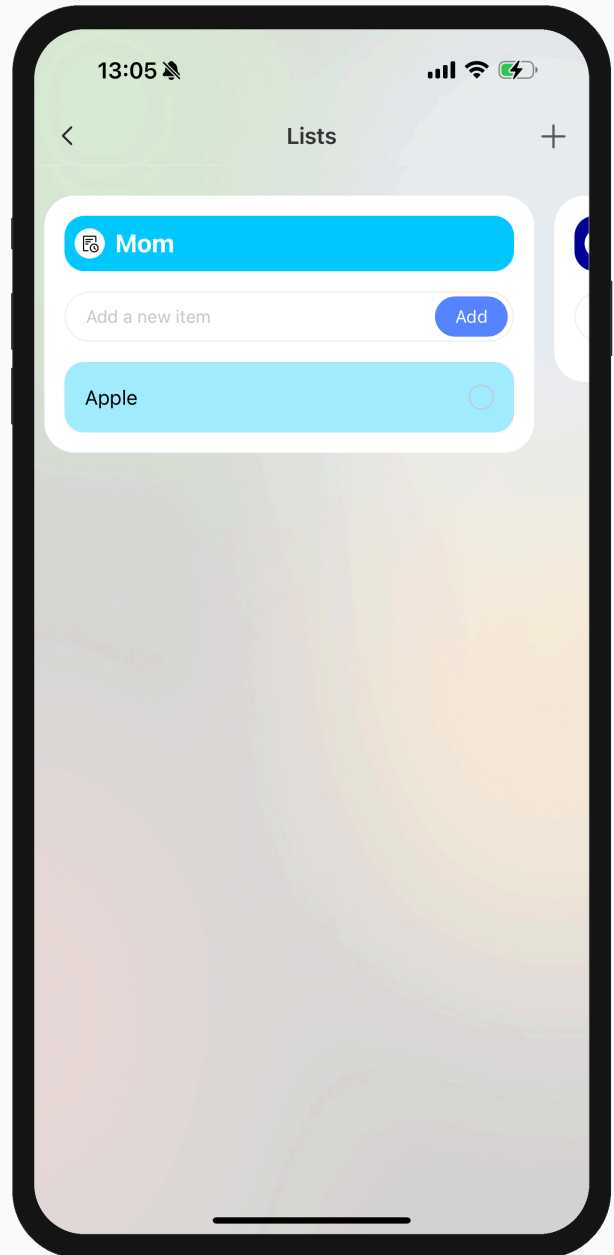
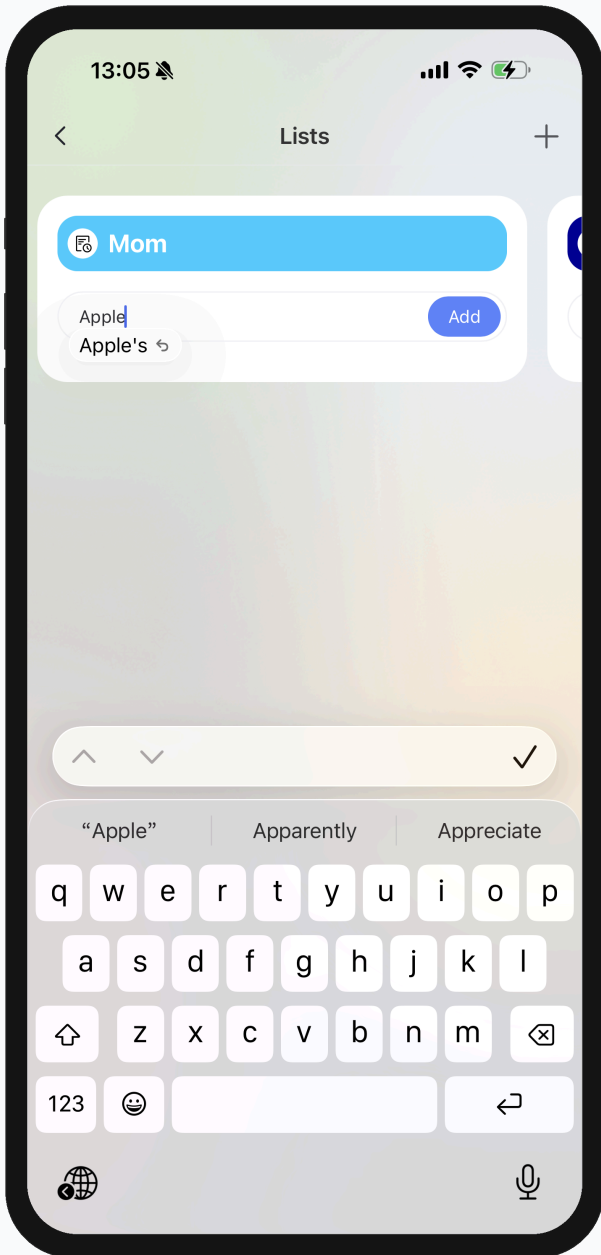
- 1 Click the Lists icon in the sidebar to access the lists.
- 2 Press "+ New List" in the top right corner. Enter the new list name and choose a color and list type.
- 3 Press Create List.



## Adding Todos

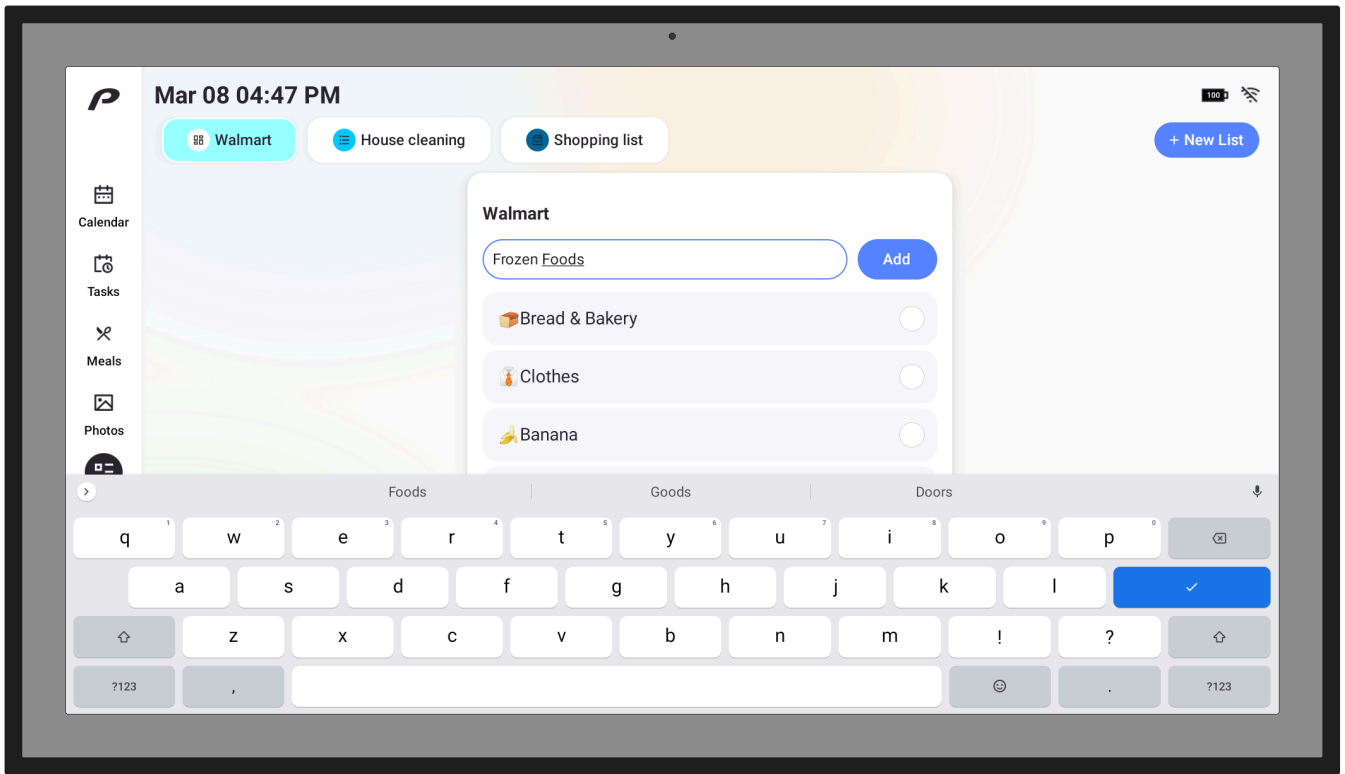
### App

- 1 Open a list from your collection.
- 2 Enter the item and press "Add".
- 3 Your new item has been added.



## Device

- 1 Tap the Lists button in the sidebar.
- 2 Type in a new item and press Add.

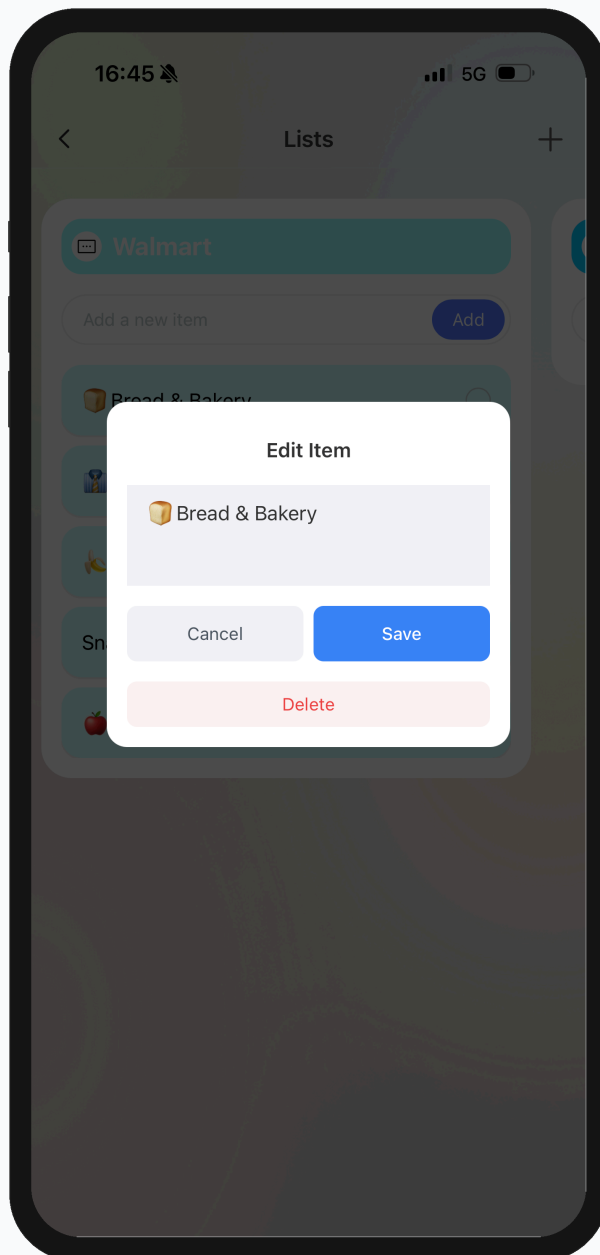


## Editing Todos

### Note

Currently, you can only edit list items from the app.

- 1 Tap the name of the item you want to edit.
- 2 Change the name of the item and save.



## 18 Reminders

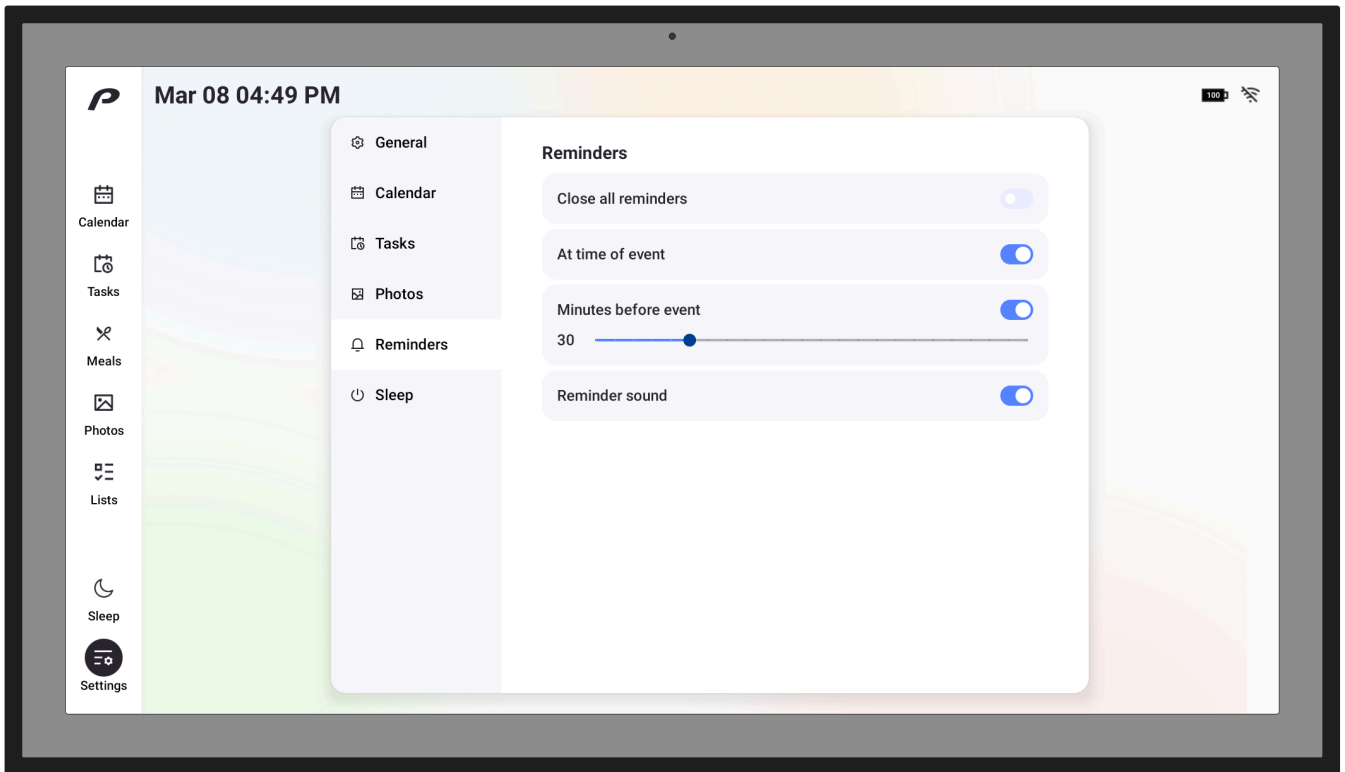
You can set up reminders on your Pronext Calendar to notify you about upcoming events.

There are three options to choose from:

- 1 **At the time of the event** — You'll get a reminder right when your event begins.
- 2 **X minutes before** — Get notified a few minutes before your event starts. You can customize the timing.
- 3 **Play sound with reminder on Calendar** — Your Calendar will play a sound. You can adjust the volume using the buttons on the device.

### Tip

Reminders can be set for a single event by tapping that event, or for all events by enabling them in Settings.

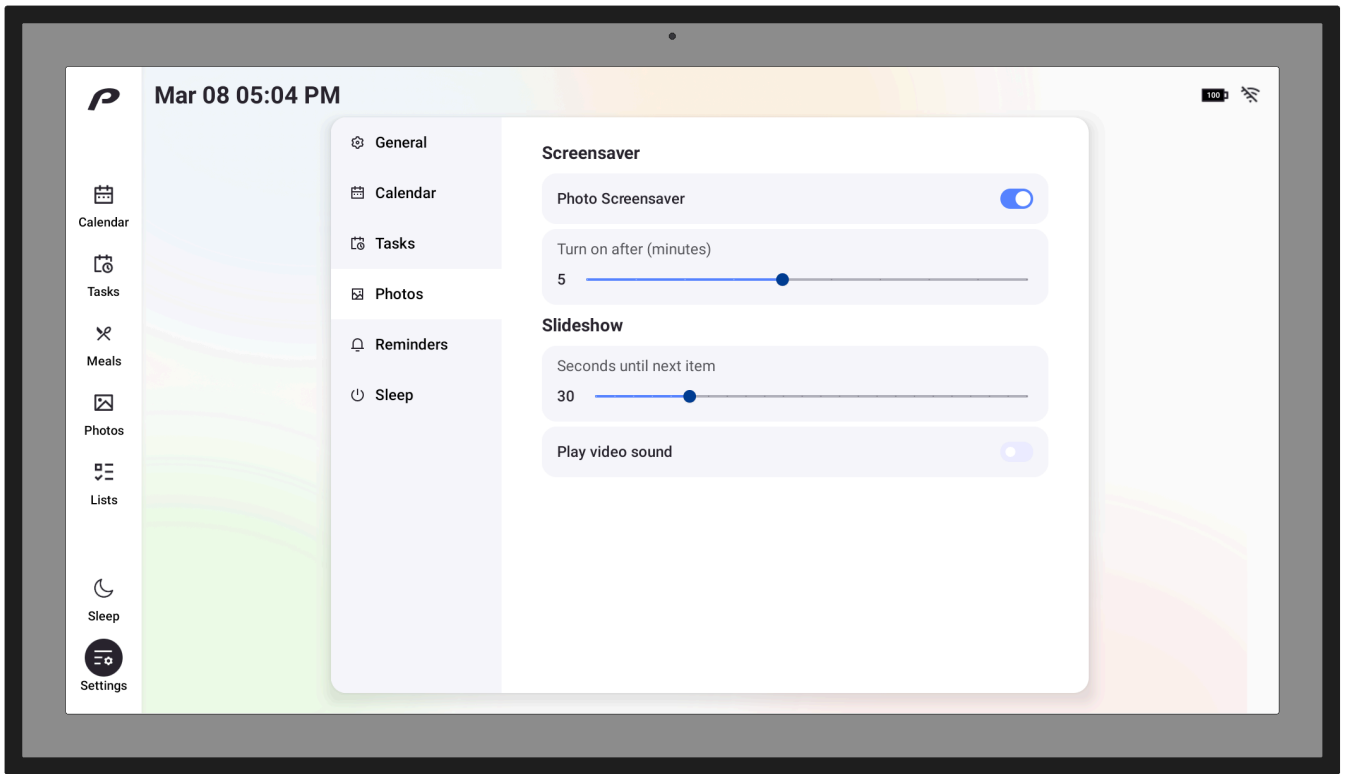


## 19 Photo and Video Screensaver

The Screensaver feature allows you to turn your Pronext Calendar into a digital photo frame when it's not in use. First, upload photos or videos using the mobile app, then enable the screensaver in Settings.

### Device (Enable Photo Screensaver)

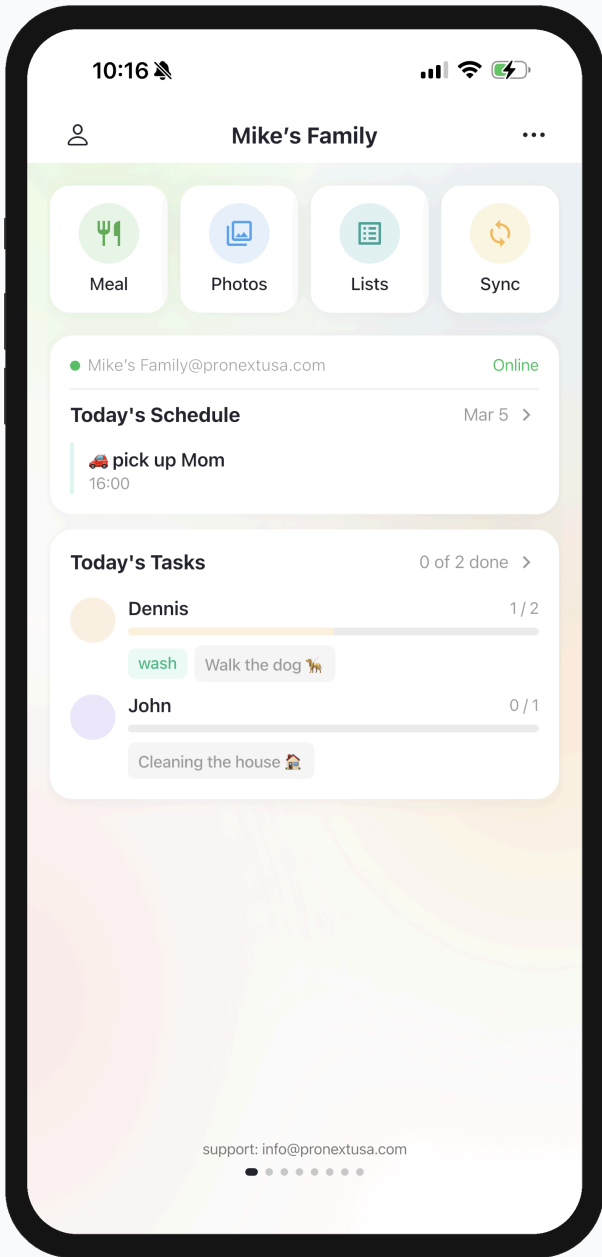
- 1 Press Settings → Photos.
- 2 Screensaver will start playing automatically.

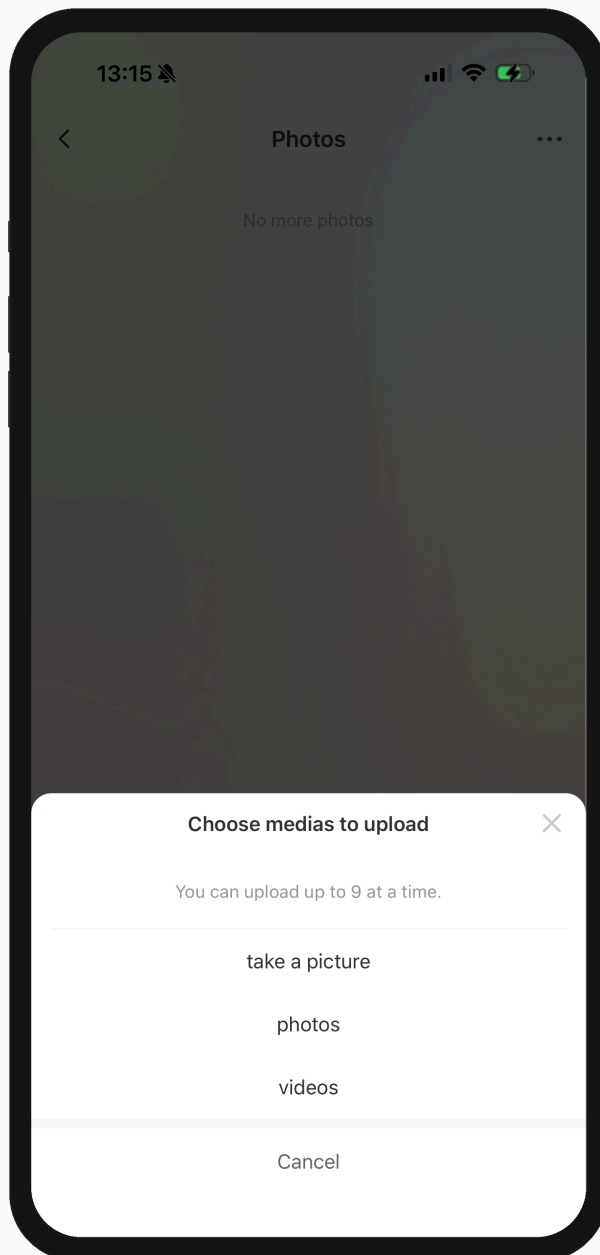


## Adding Photos

### App

- 1 Open **Photos** in the home screen.
- 2 Press the + button in the bottom right corner.
- 3 Upload the photos or videos from your phone.
- 4 Photos and videos uploaded successfully.





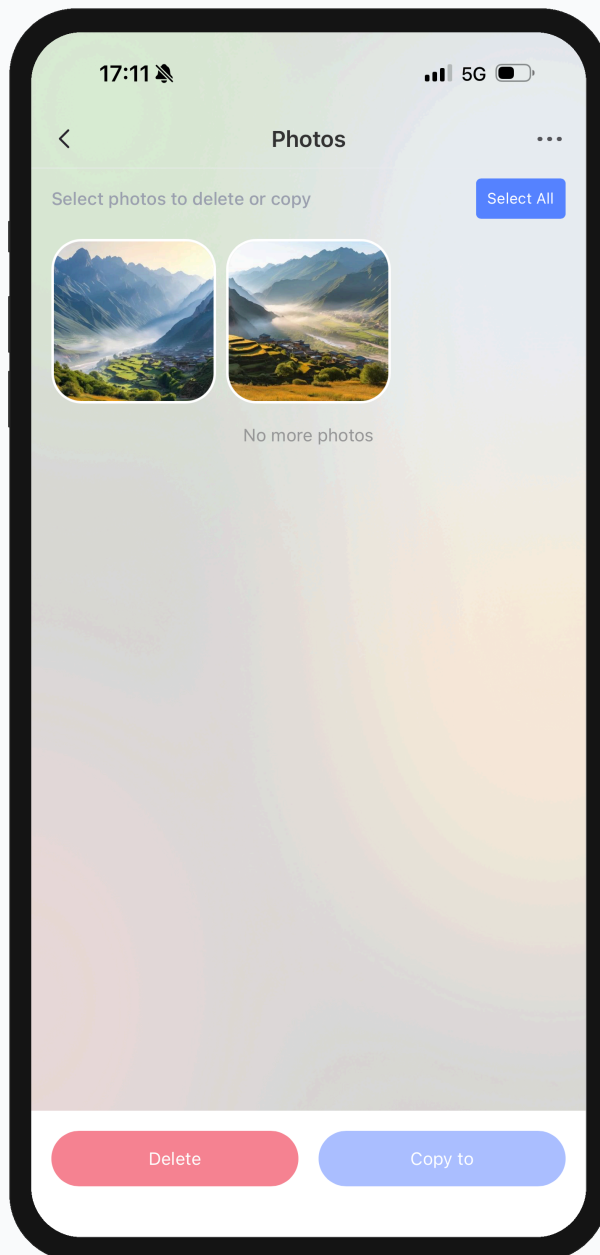
## Deleting a Photo

---

You can delete photos through both the app and the device.

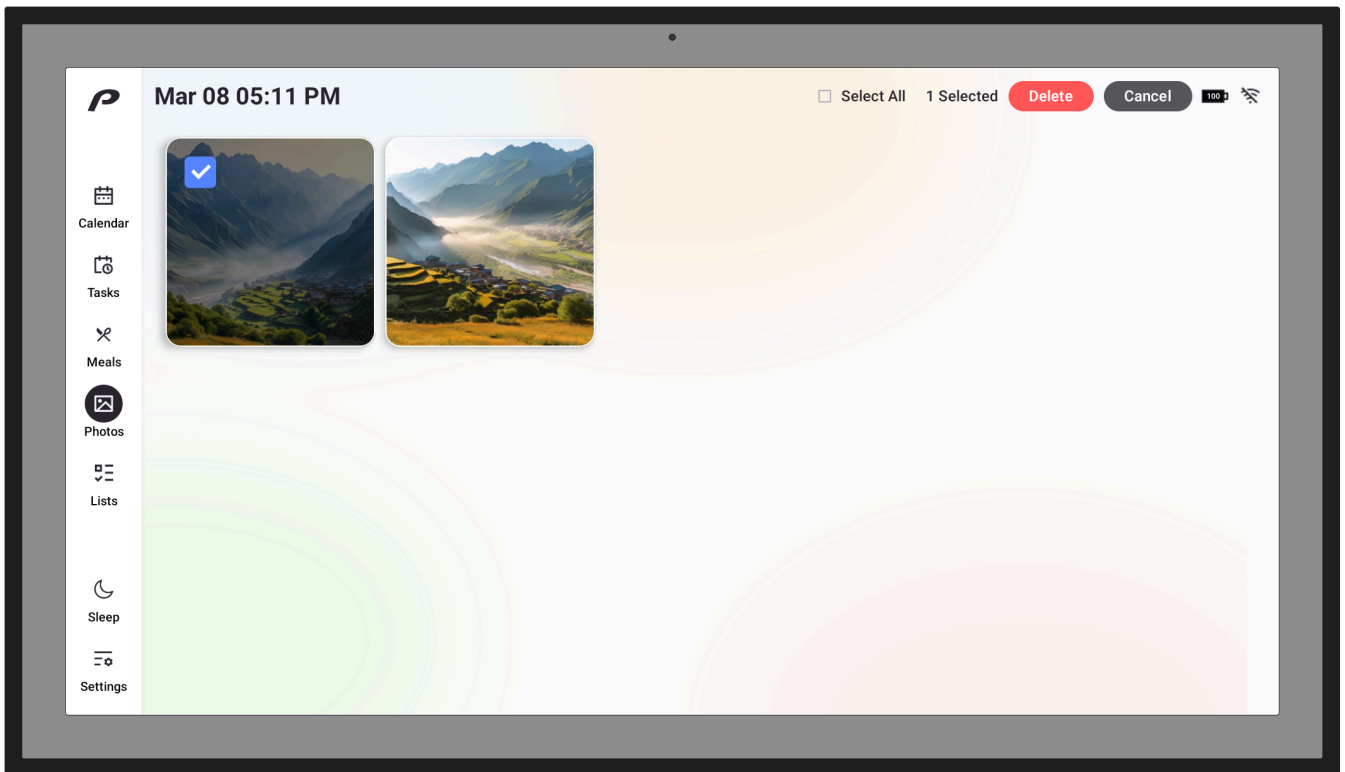
### App

- 1 Press ... in the top right corner.
  - 2 Choose the photo you want to delete and press "Delete".
-



## Device

- 1 Tap "Photos" icon in the sidebar.
- 2 Press "Select" in the top right corner, choose the photo, and press "Delete".



## 20 Sleep Mode

Sleep Mode turns off your Pronext Calendar's display during scheduled intervals.

### Tip

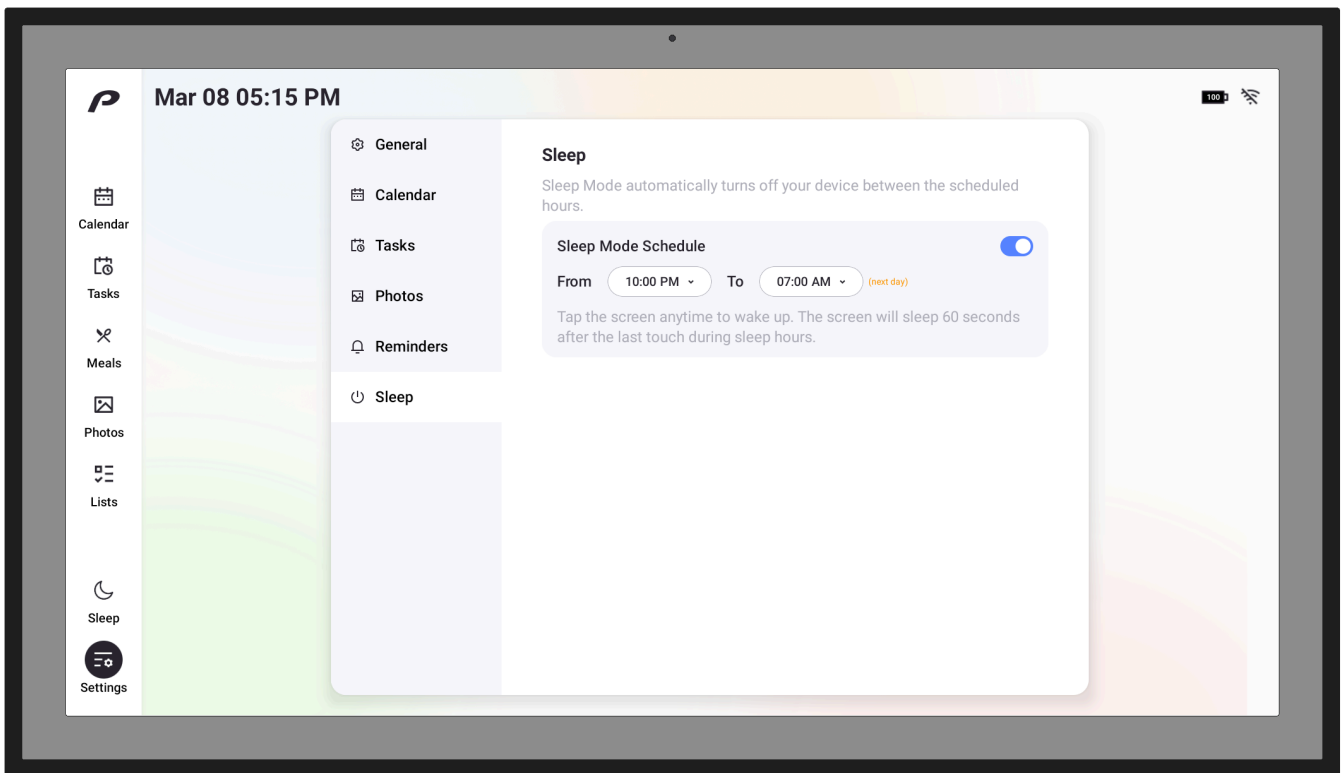
Make sure your device's time zone is properly set in Settings → Configure Time Zone.

## Scheduled Sleep

- 1 Tap "Settings" icon at the bottom of the sidebar.
- 2 Turn on Sleep Mode Schedule and set the times for your Calendar to go to sleep and wake up. Press Save to confirm.

## Instant Sleep

Tap the moon icon at the bottom of the sidebar to turn off the display. Tap the screen again to wake up your Pronext Calendar.



## 21 Resetting Your Pronext Calendar

If you want to restore your Pronext Calendar to factory settings, you can do it directly from the device. Resetting the device will unlink your data from the device but won't delete your data.

You can reactivate the same Calendar or set up a different one using the activation code in the Pronext app.

### Note

An activation code can only be used once.

- 1 Tap Settings at the bottom of the sidebar, then press Reset Device at the bottom.

