# 2026 Group Planner:

Plan Events — Track RSVPs — Stay Organized



There's just something about paper and writing out your initial plans — right?

Sometimes the best ideas start on paper: scribbles, circles, messy brainstorms, and all. And the best part? You can reprint this planner anytime you need a fresh start.

Once you're ready to turn those ideas into a real plan and share them with your group, **SameTeam is here to help!** Create events, track RSVPs, manage signups, share photos, and keep everything in one place.

Find SameTeam free on the App Store and Google Play whenever you're ready!

# 2026 Group Planner

## **Example Monthly Planning Page (February Sample)**

#### **Monthly Priorities**

- Girls' Night Out Feb 10 @ 7 PM
- Volunteer Shift Feb 18 (Need 5 participants)
- Family Birthday Dinner Feb 24
- Send reminders for both events
- Coordinate carpool for volunteer shift

#### **RSVP Tracker (Example)**

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Girls' Night Out — Invited: 12, Yes: 7, Maybe: 2, No: 3 Birthday Dinner — Invited: 8, Yes: 6, Maybe: 1, No: 1
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### Signup Planning (Example)

Volunteer Shift (Feb 18): Max 5 — Signed up: 4 — Open spots: 1 Carpool: Car 1 (Full), Car 2 (1 seat left)

#### **Notes:**

- Send reminders on Feb 9 and Feb 17
- Share directions for volunteer location
- Add event photos to SameTeam afterward

# Year at a Glance — 2026

Circle or highlight important dates throughout the year.

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# **Ideas for Things to Plan This Year**

Use this page for inspiration anytime you want to organize something special with your group.

Friends' night out
☐ Family birthdays
Cookouts / BBQs
☐ Galentine's Day
☐ Brunch with friends
☐ Weekend trip / getaway
☐ Volunteer events
Game night
☐ Holiday gatherings
Summer pool day
☐ Fall festival day
☐ Winter celebration
☐ Book club meetup
☐ Craft night
Moms' night out
Couples dinner
Movie night
Church or ministry gatherings
School events
☐ PTA or club meetings
☐ Neighborhood meetup
☐ Friendsgiving

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# Thank You for Using This Planner

Thanks for downloading and using this group planner. We hope these pages helped you think through your plans, organize your ideas, and make it easier to bring people together.

This planner is designed to be a starting point — a place to brainstorm, lock in dates, and map out what you want to make happen before sharing plans with your group.

Once you're ready to take what's on paper and turn it into real plans everyone can see, commit to, and remember, a shared digital space can help keep everything moving.

To see how SameTeam helps groups turn plans into action, continue to the next pages.

# How SameTeam Helps Your Group StayOrganized — All in One Free App

SameTeam is your group's shared place for plans — so nothing gets lost or forgotten in group chats. Here's how it all works together:

## 📅 Team Calendar (Invite-Only)

Create events your group can see and commit to — without sharing your personal calendar.

- Invited To: Events you're invited to
- Signed Up For: Events you've committed to
- No overlapping friend-group confusion

## Event Signups & RSVPs

Know who's coming — without chasing anyone down.

- Set a max number of participants
- One-tap signup or RSVP
- Canceled spots reopen automatically
- Real-time updates for everyone

No spreadsheets. No guessing.

#### Smart Reminders

People forget — SameTeam doesn't.

- Automatic reminders (24h, 15m, 5m, or any combo)
- Everyone gets notified

Goodbye "Wait... that was today?"

## Organized Group Chats

Keep planning conversations easy to follow.

- Chats by topic, event, or purpose
- More clarity, less scrolling

#### Photo & Memory Sharing

Keep group memories in one place.

- Share photos with your group
- No digging through old texts
- Easy to find later

## Easy Group Invites

Set up your group once — invite everyone at the same time.

- Invite the whole group at once
- Members only see their groups
- Simple and private

# Keady to Put This Planner Into Action?

Use this planner to map it out — then bring it to life in **SameTeam**.







