# St. Agnes School Calendar Subscriptions

## Apple Products (iPhones, iPads iPads)

- 1. Copy the ical calendar link:
  - https://calendar.google.com/calendar/ical/le3jusin3ur99fkrj0d7huue7s%40group.calendar.google.com/public/basic.ics
- 2. Go to the "Settings" menu on your device
- 3. Click "Mail, Contacts and Calendars," and click "Add Account."
- 4. On the list of account types, click "Other" at the bottom, then click "Add Subscribed Calendar"
- 5. Press and hold in the text field to paste in the iCal feed URL that you previously saved to your clipboard, and click "Next."
- 6. Your device will verify the feed URL and add it to your calendar. Subsequently, new events will automatically populate in the Calendar app.

## **Android Phone and Tablets**

Subscribing to a Google calendar on Android is actually a two-step process. You must first subscribe to the calendar using the web version of Google Calendar and then add it to your Android device

### **Subscribing to ical on Google Calendar web:**

- 1. go to Google Calendar on the web
- 2. Choose "Other calendars"
- 3. In the dropdown menu, choose "Add by URL"
- 4. Insert the calendar's ical address in the URL box and click "Add Calendar." Now you should be able to see our calendar in your Google calendar.

 $\underline{https://calendar.google.com/calendar/ical/le3jusin3ur99fkrj0d7huue7s\%40group.calendar.google.com/public/basic.ics}$ 

### Adding subscribed calendars to Android:

1. On your Android device, you may have to clear the existing calendars and re-sync the data for a new calendar to show up.

Settings / Applications / Manage Applications / Calendar -> Clear Data

2. Then

Settings / Applications / Manage Applications / Calendar Storage -> Clear Data

3. Wait a few minutes and you should be able to see the new calendar. If the new calendar does not show up, also do the following:

Settings / Accounts & sync -> select your account, uncheck the "Sync Calendar" option Wait a few minutes and re-check the Sync Calendar option to see. Keep in mind that if you have 2-step verification enabled on your phone, you may have to remove the account entirely and re-add it.

#### Links:

iCal:

 $\underline{\text{https://calendar.google.com/calendar/ical/le3jusin3ur99fkrj0d7huue7s\%40group.calendar.google.com/public/basic.ics}$ 

• HTML:

 $\underline{\text{https://calendar.google.com/calendar/embed?src=le3jusin3ur99fkrj0d7huue7s\%40group.calendar.google.com\&ctz=America/New\_York}$