

# Sync your Device with StJPII's Calendar

This is the iCal address for the school calendar:

[https://calendar.google.com/calendar/ical/jp2.org\\_daefq7afo3hc608igl65tqntm8%40grou.p.calendar.google.com/public/basic.ics](https://calendar.google.com/calendar/ical/jp2.org_daefq7afo3hc608igl65tqntm8%40grou.p.calendar.google.com/public/basic.ics)

## **To add to an iPhone:**

1. Write down or copy the URL for the Google Calendar you want to add to your iPhone.
2. Tap the "Settings" icon, then scroll down and select "Mail, Contacts, Calendars."
3. Tap "Add Account" and select "Other."
4. Select the "Add Subscribed Calendar" option, fill in the Google Calendar URL in the Server box and click "Next." Change any settings you see fit before saving the calendar.
5. Toggle your view of the subscribed calendar by opening the Calendar app and tapping "Calendars" in the upper left corner. Tap a calendar name to either display or hide the calendar.

**TIP:** If you have easy access to Internet and your email, you can simplify the procedure by emailing yourself the ICAL link. Click the link in the body of the email and follow the notification cues for subscribing to the calendar.

## **To add to an Android device:**

1. Open Google Calendar.
2. On the left side, find "Other calendars" and click the down arrow .
3. Select Add by URL.
4. Enter the calendar's iCal address in the field provided.
5. Click Add calendar. The calendar will appear on the left side under "Other calendars."

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