

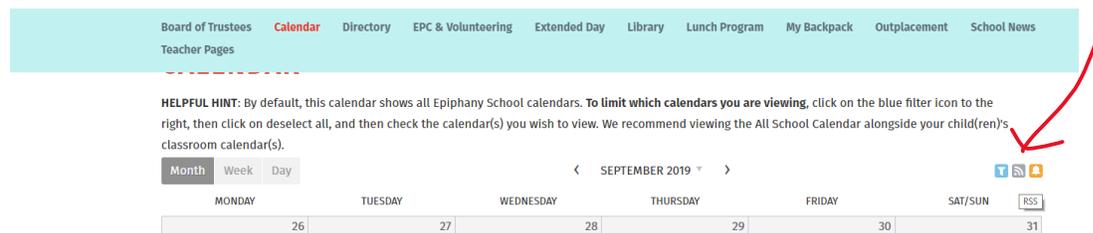
HOW TO ADD SCHOOL CALENDARS TO YOUR PHONE

STEP 1



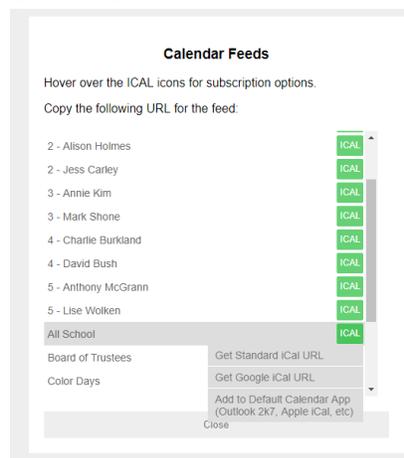
On the navigation bar at the top of the Family Portal, click on Calendar

STEP 2



To get a school calendar on your phone and/or computer, click on the gray radiating waves icon (RSS feed)

STEP 3



Scroll down to find your desired calendar (we suggest the All School calendar and your child's classroom calendar), hover over the green ICAL button, then scroll down and select "Add to Default Calendar App" (this option works best for most apps/phones, including iPhones). Repeat this process for any additional calendars you'd like.

NOTE: If you use Google Calendar on an Android phone, select "Get Google iCal URL," then copy the URL at top. Go to calendar.google.com (desktop view); click the plus sign next to "Other calendars" and select "From URL." Paste the URL and click "Add calendar."