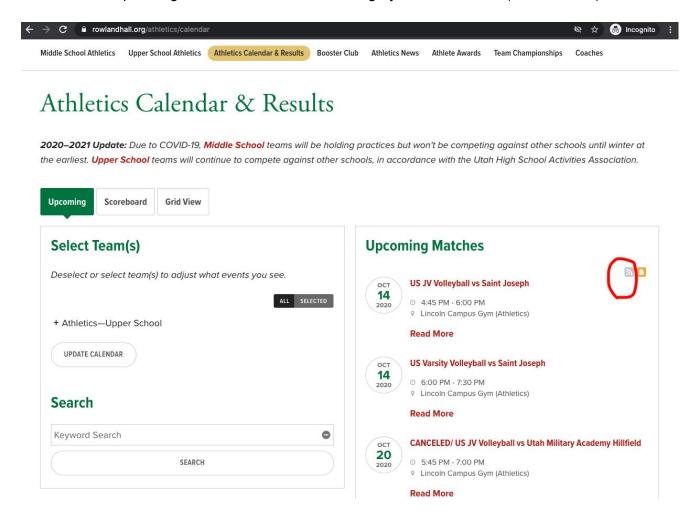
Directions for Subscribing to Athletics Calendar Feeds

- 1. Using your desktop web browser, go to rowlandhall.org/athletics/calendar.
- 2. In the "Upcoming Matches" section, select the grey RSS feeds icon (circled below).



Directions for Subscribing to Athletics Calendar Feeds

3. A Calendar Feeds pop-up window should appear. Select the green ICAL button beside the sport(s) you're interested in (or choose "All Public team calendars on this page") and select one of the three resulting options (ex: Google iCal URL). Then, copy the URL that appears above the list.

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Calen	dar Feeds	Calendar Feeds	
Hover over the ICAL icons for	subscription options.	Hover over the ICAL icons for subscription options.	
Copy the following URL for the	e feed:	Copy the following URL for the feed:	
no calendar feeds to show		no calendar feeds to show	
Athle	tic Feeds	Athletic Feeds	
Hover over the ICAL icons for	subscription options.	Hover over the ICAL icons for subscription options.	
Copy the following URL for the		Copy the following URL for the MS Girls Soccer C Team feed:	_
copy the following once for the		https://www.rowlandhall.org/calendar/team_127_gmt.ics	
All Public team calendars on this	page. ICAL		
MS Girls Soccer C Team	IGAL	All Public team calendars on this page. IGAL	
US Volleyball Fr/So	Get Standard iCal URL	MS Girls Soccer C Team ICAL	
US Volleyball JV	Get Google iCal URL	US Volleyball Fr/So ICAL	
US Volleyball Varsity	Add to Default Calendar App (Outlook 2k7, Apple ICal, etc)	US Volleyball JV ICAL	
MS Volleyball B2 Team	ICAL	US Volleyball Varsity ICAL	
MS Volleyball C2 Team	ICAL	MS Volleyball B2 Team ICAL	
MS Volleyball C1 Team	ICAL	MS Volleyball C2 Team ICAL	
MS Volleyball B1 Team	ICAL	MS Volleyball C1 Team ICAL	
MS Volleyball A Team	ICAL	MS Volleyball B1 Team ICAL	
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	Close	Close	
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4. **If you're using Google Calendar**, <u>here are Google's instructions</u>. Find the "Add calendar" field in the left sidebar, and click the "Add other calendars" button to its right. Select "From URL."

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5. Paste the URL you copied in step 3. Click the "Add Calendar" button. You don't need to check the box asking to make the calendar publicly accessible.

← → C 🔒 https://calendar.google.com/calendar/r/settings/addbyurl?tab=mc							
← Settings							
General	From URL						
Add calendar	URL of calendar https://www.rowlandhall.org/calendar/team_127_gm						
Create new calendar Browse calendars of interest From URL Import & export	Make the calendar publicly accessible You can add a calendar using the iCal format by its address.						

- 6. Once added, update the name to reflect which calendar was added. Click on its name and rename it appropriately in the top field. Once completed, click the back arrow or close the tab.
- 7. If you'd like to set up Google Calendar notifications—for instance, in case an event changes—<u>here are Google's instructions</u>.
- 8. If you have an Apple Device you want these calendars to sync to, turn those on at this link from that device: <u>google.com/calendar/syncselect</u>. Simply check the box next to the newly added calendars and click "save."

These instructions are for Gmail accounts only. If you use a different mail system or calendar software, there should be a similar process that you can find via that program's help section.

If you have existing alerts you're trying to remove/manage, follow <u>these directions</u> from Finalsite—our website provider—or email <u>webmaster@rowlandhall.org</u> and we'll help you.