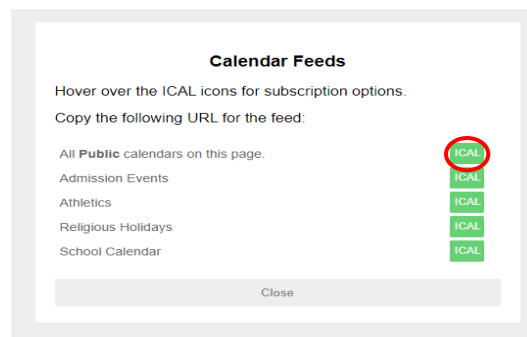


# SYNC THE ACS SCHEDULE TO YOUR OUTLOOK/GOOGLE

1. On the top right corner of the Calendar, you will see three little icons



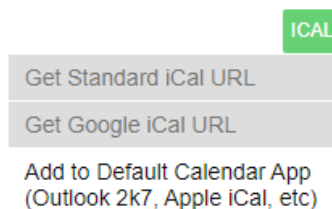
2. Click on the icon in the middle and a window should pop open



3. You may download all or individual calendars.
4. Click on the ICAL icon to download the calendar file.



5. It will give a few options to add to your preferred calendar app.



6. This will download a file that you can open using Outlook, Google, or Apple.