



Harbor Country Day School
Embracing the extraordinary in every child.™

Subscribing to the New HCDS School Calendar

From iPhone and iPad with iOS 15 or above:

1. Make sure you Select the following whole URL and copy it.
<https://webappsca.pcrsoft.com/Clue/calendarRzVKY0NwazRXbUFRlIRTWWITNStuV2VWYXRtQnZxVEZ0Q1hzVXp0d2xPT0xuaFgvakRDRUJ6ZDIkWDErdjZCQlpKSjRQRHpIRjRQaXo4NzBidkd0L0hBRmt4aDhIN1pO.ics>
2. On your iPhone or iPad open the **Settings** app and scroll down and select Calendar.
3. Select **Accounts** and check to see if you have a subscribed calendar called HCDS Calendar. If so, delete that calendar and proceed.
4. Select Add Account and select Other at the bottom.
5. Select **Add Subscribed Calendar**.
6. Paste the URL in the **Server** field and select **Next** in the top right corner of the screen.
7. In the **Description** field delete what is there and type in **HCDS Calendar** and select **Save**. All of the school events should now appear in your calendar app.

From Gmail in a browser:

1. Select the following whole URL and copy it.
<https://webappsca.pcrsoft.com/Clue/calendarRzVKY0NwazRXbUFRlIRTWWITNStuV2VWYXRtQnZxVEZ0Q1hzVXp0d2xPT0xuaFgvakRDRUJ6ZDIkWDErdjZCQlpKSjRQRHpIRjRQaXo4NzBidkd0L0hBRmt4aDhIN1pO.ics>
2. Goto gmail.com and login to your Gmail account.
3. Click on the Google Apps icon, which is at the top right of the window and looks like nine small boxes that make one bigger box, and select the Calendar icon.
4. In the Calendar window find Other Calendars which will be on the left-hand side of the window. Click on the plus sign to the right of the word Other Calendars and select **From URL**.



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5. Paste the URL into the **URL of calendar** field and click **Add calendar**. After a few moments, you will see the school events appear on the calendar.

From Android:

To view the School Calendar on an Android device, you must login to your email account on a computer and set up the School Calendar subscription there first. Then once you can see the School Calendar in your calendar on the computer it should show up on your Android device. If your account is a Gmail account follow the instructions above in the **From Gmail** section. Once you have subscribed to the Calendar in Gmail it will appear on your android device as long as that Gmail account is set up on that device.