

# CALENDAR SYNC INSTRUCTIONS

**1. GO TO [WWW.WPSBA.ORG](http://WWW.WPSBA.ORG)**

**2. CLICK THE CALENDAR BUTTON  
AT THE TOP OF THE PAGE**

**3. CLICK THE  ICON ABOVE THE  
CALENDAR ON THE RIGHT SIDE OF PAGE**

**4. CLICK "ADD TO CALENDAR" AND  
FOLLOW THE PROMPTS**

**5. ALTERNATIVELY, YOU CAN COPY THE LINK  
AND ADD IT TO YOUR CALENDAR MANUALLY**

**6. OR CLICK THE BUTTON BELOW THE  
CALENDAR FOR THE PRINTABLE VERSION**