

Instructions for adding the school calendar to your Calendar.

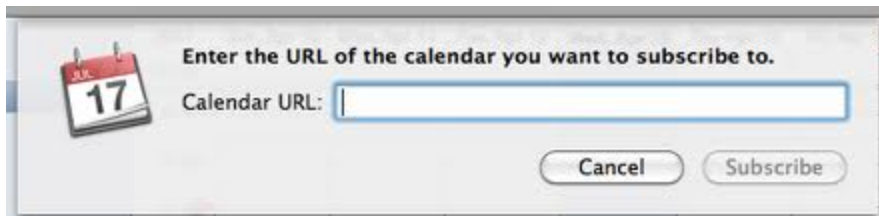
1. Open up Calendar.



2. The top menu bar will appear as: Calendar, File, Edit, View, Window, Help
Select File.

3. The drop down menu for File will have an option to select New Calendar Subscription.
Select that option.

4. A pop up on your screen will look like this:



Copy and Paste the following url into that box.

<https://www.google.com/calendar/ical/24hr66ndalmafsjfufprtqh0is@group.calendar.google.com/public/basic.ics>

And then Subscribe.

5. The next options will let you personalize your calendar. I do suggest that you set up the calendar to refresh every hour as changes do happen daily to our district calendar.
6. If you have problems creating this Calendar, please bring your computer to me and we will see if we can get the issue fixed!