

# **Calendar Feeds**

- Public subscriptions are convenient because they can update your Calendar.
- There is no password protection; your Calendar information is technically open to the public.
- To access your Calendar, other Users must know the specific URL, so your personal information is still protected.

**NOTE:** Your institution might not allow the public subscription option.

## Public Calendar Feeds

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	Profile	Manager	
	Personal Setting	s for Will Bertson	
	User Name:	Will Bertson	
	Pronouns	they/them/theirs	
	Default Calendar View:	Weekly	
		Hide Calendar Document List	
		Higher-Contrast Page Elements	
	Default School Year View:	~	
11.0	Security Level:	10	
lick to upload a new picture	Show Only Enrolled Courses:	Yes 🗸	
	Show Weekends:	No	
	CalDav Server Address:	http://demo.lcmsplus.com/lcms/caldav/index.php/D demostudent/	emo/principals/new
	ICS URL:	http://demo.lcmsplus.com/lcms/caldav/index.php/D demostudent/default?export	amo/calendars/new
	Enable Public Calendar Feed:	Yes 🗸	
	My Time Zone:	America/New_York [-5.0]	
	Display calendar events using	My Time Zone	

From the Edit Profile page:

- Copy the ICS URL link.
- Set Enable Public Calendar Feed field to Yes.
- Click Save Profile button.

(1) For **faculty**, the calendar feed includes all events for which that faculty member is listed as an instructor. For **students**, the calendar feed includes all of the events for which that student is enrolled.

## Google Calendar Web Version

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	s	м	т	w	т	F	s		
	31	1	2	3	4	5	6	9 AM	
	7	8	9	10	11	12	13		
	14	15	16	17	18	19	20	10 AM	
	21	22	23	24	25	26	27	11 AM	
	28	29	30	1	2	3	4		
	5	6	7	8	9	10	11	12 PM	
	S	earch	n for	peop	le			1 PM	
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	$\checkmark$	Holi	idays	in U	nited	State	s	Subscribe to calendar	
	~	□W	ork S	ched	ule			Create new calendar	
								Browse calendars of intere	st
								From URL	
								Import	
								Import	

- Open Google Calendar,
- Click the + sign on **Other Calendars.**
- Select From URL.

## Sync Google Calendar



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- Paste the ICS calendar link into the **URL** field.
- Click Add Calendar.
- The Calendar is now synced with Google Calendar.

## Apple Calendar



- Open Apple Calendar.
- Click File.
- Select New Calendar Subscription.

## Sync Apple Calendar

5	Enter the URL of the calend	dar you want to subs	scribe to.
17	Calendar URL: https://exam	nple.com/calendar.ics	
-		The second secon	

- Paste the ICS calendar link in the **Calendar URL** field.
- Click Subscribe button.
- The Calendar is now synced with Apple Calendar.



## Outlook Calendar

	,∕⊂ Search				S 🕫 🤅	B ? 🗳 🧿
New event	聞 Today 个 🕔	↓ July 2020 🗸			🛅 Month 🗸	🖻 Share 🔒 Print
✓ July 2020 1	↑↓ Sun Mon	Tue Wed	Thu Fri	Sat	Mon, Jul 27	🔆 79°
SMTWTF 282930123 567891	F S 28 29 3 4 10 11	30 1	2 3	4		
12 13 14 15 16 1 19 20 21 22 23 2 26 27 28 29 30 3 2 3 4 5 6 7	77 18 24 25 5 6 31 1 7 8	7 8	9 10	11		
Add calendar	12 12	- 14 15	16 17	19	<b>_</b>	
<ul> <li>Mod calendar</li> <li>My calendar</li> <li>Calendar</li> <li>United States holic</li> <li>Birthdays</li> </ul>	Add calendar	Subscribe from web Paste the url for the cale author of the calendar n Example: webcat//www Import	ndar you would like to si akke will be updated au .contoso.com/calendar.i	ubscribe to below tomatically. cs	X Any edits that the	ied for the day ioy!

- Click on Add Calendar.
- Select Subscribe from Web.

We recommend completing the set-up process in the web version of Outlook rather than the desktop application.



## iOS Calendar



- Click on the **Settings** App.
- Select Mail, Contacts, Calendars.
- Click Add Account.

#### Add Subscribed Calendar



- Click Other.
- Select Add Subscribed Calendar.

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- Paste the ICS calendar link in the **Server** field.
- The Calendar is now synced with iOS calendar.

## CalDAV

- **CalDAV** provides password protection for calendar data.
- Only clients that support **CalDAV** will be able to sync the Calendar (this includes the Apple Calendar program).

## **Profile Manager**

## Profile

Groups Courses Change Password Devices Ev	aluations Attendance
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Darre	Prome manager
Perso	onal Settings for will Bertson
	User Name: Will Bertson
Defaul	It Calendar View: Weekly
	Hide Calendar Document List
Default S	ichool Year View:
	Security Level: 10
Show Only E	formlied Courses: No.
	Show Weekends: No
CalDay	/ Server Address: http://demo.lcmsplus.com/lcms/caldav/index.php/Demo/principals /newdemostudent/
	ICS URL: http://demo.lcmsplus.com/lcms/caldav/index.php/Demo/calendars
	/newdemostudent/default/export
Enable Publi	c Calendar Feed: Yes 💌
	TimeZone: America/New_York [-5.0]
	Absolute View: No
	Save Profile

• Copy the CalDAV Server Address.



# CalDAV for Apple Calendar

Calendar File	طit ۱
About Calendar	
Preferences Accounts	ж,
Add Account	
Services	•
Hide Calendar	жн
Hide Others Show All	жн

- Open Apple Calendar.
- Click Calendar.
- Select Add Account.

## Add CalDAV



- Select Add CalDAV Account.
- Click Continue.

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# CalDAV for iOS



- Click the **Settings** App.
- Click Mail, Contacts, Calendars.
- Select Add Account.



### Add CalDAV Account



- Click Other.
- Choose Add CalDAV Account.

#### Add the System User Data

•••∘∘ AT&T 穼	9:53 PM	* 🖚	
Cancel	CalDAV	Next	
-			
Server	cal.example.com	1	
User Name	Required		
Password	Required		
Description	My CalDAV Acco	ount	

- Enter the System Account User info.
- Paste the CalDAV server address in the Server Address field.
- Click **Create** to add the calendar.
- The Calendar is now synced with iOS Calendar.



#### CalDAV for Android

- <u>Caldav Sync Free Beta</u> is a free **CalDAV** sync tool for Android that has been tested to work with the System.
- Once installed, select Account Settings > Add account > CalDAV Sync Adapter.
- Enter the System Account User info.
- Paste the the System CalDAV server address.

NOTE: <u>CalDAV Sync</u> is another option and costs about \$3. It has not yet been tested with **the System.** 

ICS File Export/Import

- The **ICS** file export allows Users to download password-protected calendar data to be imported into a client such as Apple or Google calendars.
- **ICS** export cannot be subscribed to in most clients.
- To refresh the Calendar an export is downloaded and imported to the calendar client each time.

**Remember**: to use the password-protected **ICS** file export, always use your the System password.

#### **Edit Profile**

#### Profile

Groups   Courses   Change Pas	sword Devices Evaluations	ttendance
	Profile I	H 💩 + ? 🗙 Manager
	Personal Setting	s for Will Bertson
	User Name:	Will Bertson
	Default Calendar View:	Weekly 💌
		Hide Calendar Document List
	Default School Year View:	
TEL?	Security Level:	10
	Show Only Enrolled Courses:	No
	Show Weekends:	No
	CalDav Server Address:	http://demo.lcmsplus.com/lcms/caldav/index.php/Demo/principals /newdemostudent/
	ICS URL:	http://demo.lcmsplus.com/lcms/caldav/index.php/Demo/calendars /newdemostudent/default?export
	Enable Public Calendar Feed:	Yes
	TîmeZone:	America/New_York [-5.0]
	Absolute View:	No
		Save Profile

• Click the **ICS URL** link to export and download Calendar data.

**NOTE**: Depending on the browser, rename the file to end in ".ics".

# New Calendar Subscription for Apple

Calendar	File Edit View Window H	Help
-	New Event New Calendar	業N Day Week Month Year て業N
Janua	New Calendar Subscription	\\C\\#S
Monday all-day	Import Export Close	► ₩W
	Print	жР
6 AM		

	Day Week	Month Year	)
17	Enter the URL of the calendar yo Calendar URL: https://example.co	u want to subscril	be to.
		Cancel	Subscribe

- Click File.
- Select New Calendar Subscription.
- Then **Import** again.
- Enter the **URL** of the the System Calendar you want to subscribe to.
- Click **Subscribe** to complete the connection process.



## Import to Apple Calendar

Calendar	File Edit View Win	dow Help		
000	New Event	жN		Calendar
Calendars	New Calendar	•	Day	Week Month
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Maddie	Import		Import	
📒 Jake's C	Export	•	Import from	Entourage ie
Sam's C	Close	жw	31	April 1
Allie pe	Drint	990	Team at HQ	Download Rac
Family	Calenuar	æР		<ul> <li>KCMC call</li> </ul>

- Click File.
- Select Import.
- Then Import again.
- Select the downloaded calendar data file.
- Choose the destination calendar on the computer.
- Click OK.

## Import to Google Calendar



- Click Other Calendars.
- Select Import Calendar.



## Import to Google

import calenda	
File:	Browse No file selected.
	Choose the file that contains your events. Google Calendar can import event information in iCal or CSV (MS Outlook) format.Learn more
Calendar:	Choose the calendar where these events should be saved.
	Import Cancel

- From the **Import Calendar** dialog select the downloaded Calendar data file.
- Select the destination calendar.
- Click Import.

**NOTE:** Here are <u>some tips from Google</u> that might also be helpful.

## Import to Android

- Google Calendar for Android is available on the <u>Google Play Store</u>.
- Importing the System Calendar data through the web-based Google Calendar App will sync on an Android device.