# Adding Solebury School Calendars to your Personal Calendar

*The following instructions are for subscribing to/adding a Solebury calendar to your personal calendar on your **computer**. There are also instructions on how to get alerts for either the full calendar or only select events. If you only subscribe to the calendar, you will not receive alerts/reminders for any of the events.*

Click the **2021-22 Calendar** button on the solebury.org homepage.

VIRTUAL ADMISSION CENTER	MAKE A GIFT	REGISTRATION	2021-22 CALENDAR

Select the **RSS** icon above the calendar to the right.

FRIDAY	SATURDAY
4	5
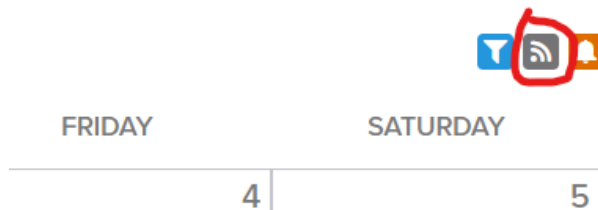
Hover over the ICAL button for the calendar you want to subscribe to and select the appropriate option (Standard iCal, Google iCal, or Default Calendar App (Outlook 2k7, Apple iCal, etc) for your personal calendar system. If you select **all public calendars** you will be subscribed to all Solebury calendars. Follow the applicable instructions on the next page specific to each calendar type.

Calendar Feeds

Hover over the ICAL icons for subscription options.

Copy the following URL for the feed:

All **Public** calendars on this page.	ICAL
Alumni Calendar	ICAL
Faculty Calendar	ICAL
School Calendar	ICAL

Get Standard iCal URL

Clos Get Google iCal URL

Add to Default Calendar App
(Outlook 2k7, Apple iCal, etc)

Adding to iCal

Select **Get Standard iCal URL.** Copy the link that appears at the top of the window.

Copy the following URL for the School Calendar feed:

https://www.solebury.org/calendar/calendar_368.ics

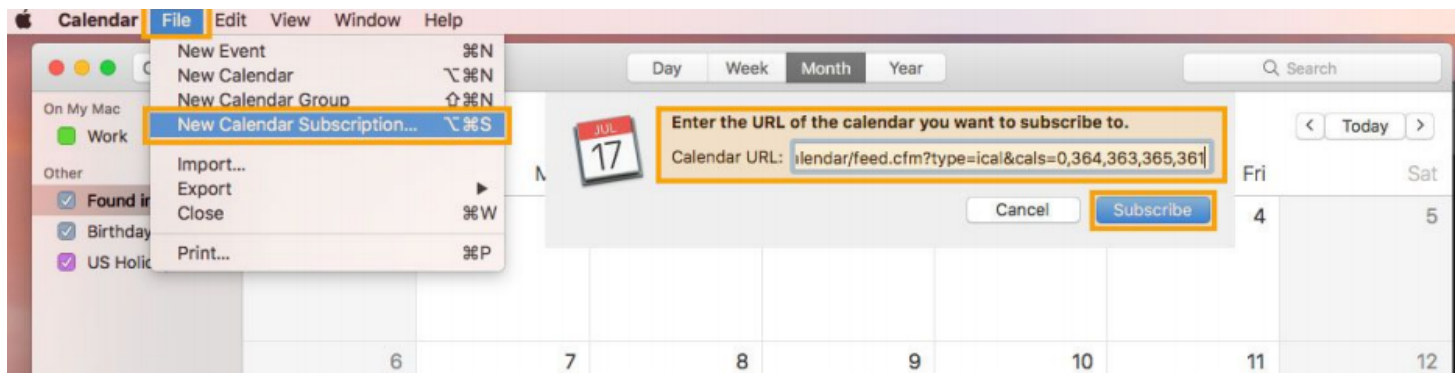All **Public** calendars on this page.   ICAL

Alumni Calendar   ICAL

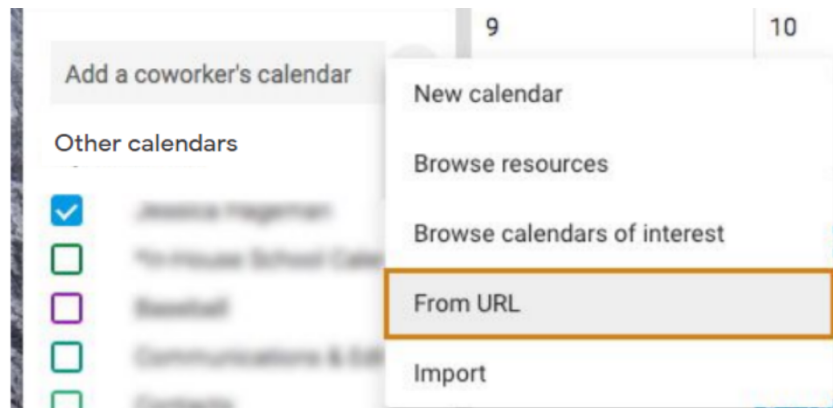Faculty Calendar   ICAL

School Calendar   ICAL

In iCal under **File** select **New Calendar Subscription**. In the popup that appears paste the link and click **Subscribe**.

Adding to Google Calendar

Select **Get Google iCal URL**. Copy the link that appears at the top of the window.
In your Google Calendar tab navigate to **Other calendars**, select the **+** and then select **From URL**.

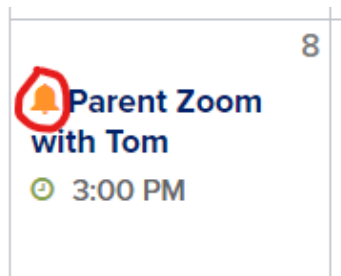Paste the URL into the pop-up window and click **Add Calendar**. The calendar should show up right away.

Adding Website Calendar to Your Default Calendar App

Select **Add to Default Calendar App (Outlook 2k7, Apple iCal, etc)**. Select **Open Calendar**, which will automatically open your Default Calendar App and ask you to add it.
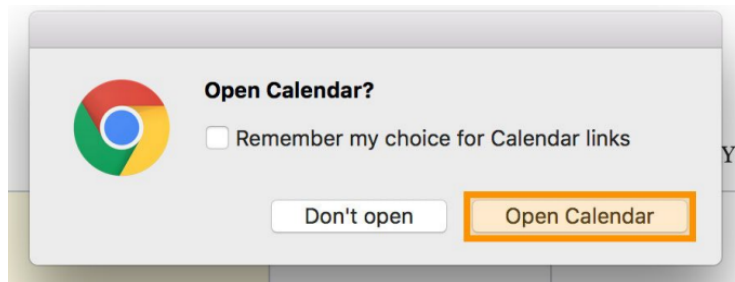
Setting Up an Alert for a _Single Calendar Event_

Select the **Scheduled Alerts icon** next to a single event and log in with your username (primary email address on file with the school) and password.

Choose to receive alerts to email and click **Update Settings**.

Setting Up an Alert for an _Entire_ Calendar

Select the **Scheduled Alerts icon** in the upper right-hand corner of the calendar and log in with your username (primary email address on file with the school) and password.

Select the calendars you wish to subscribe to and choose to receive alerts to email then click **Update Settings**.