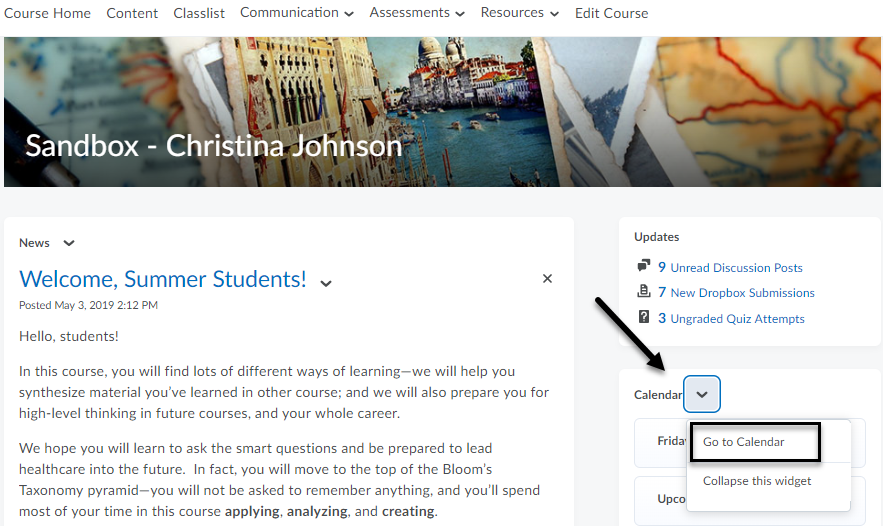
C:\Users\johnsonch\AppData\Local\Microsoft\Windows\INetCache\Content.MSO\C843DF13.tmp

Subscribe to D2L Calendar

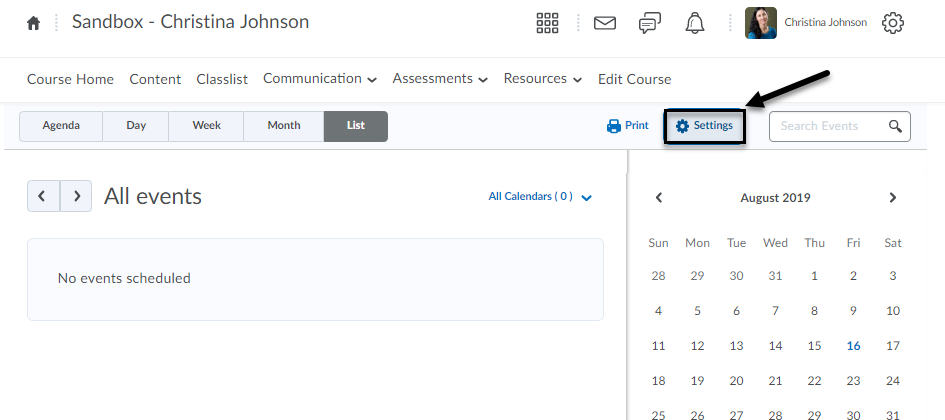
# Subscribe to iCal feed

Subscribing to an iCal feed syncs your external calendar application (Outlook or Gmail) with D2L.

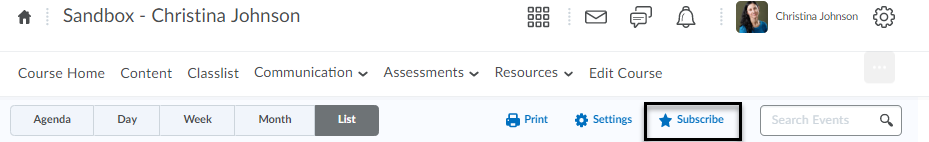
1. Click on the calendar widget drop-down menu to select **Go to Calendar** button.



1. Click on **Settings** and click the checkbox next to **Enable Calendar Feeds** and **Save**. (This enables a private address that can be used to subscribe to your calendars via an iCal feed.)

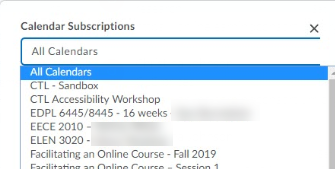
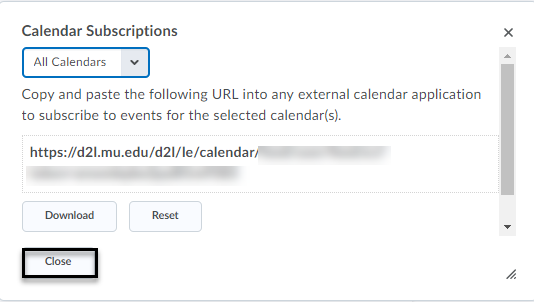


1. Click **Subscribe**.



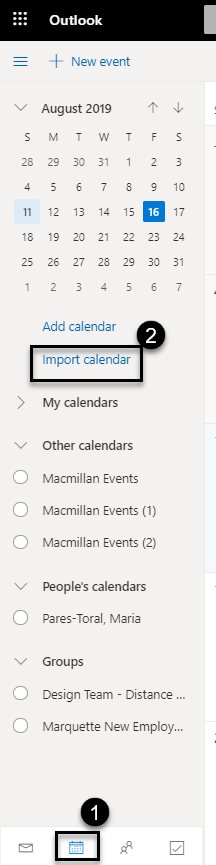
1. Copy and paste the URL generated in D2L into your calendar application (e.g., Outlook, Gmail) to subscribe to events in the D2L calendar. Then, click **Close**.

Note: The default is set for All Calendars. Click the drop-down menu to select a specific course calendar.

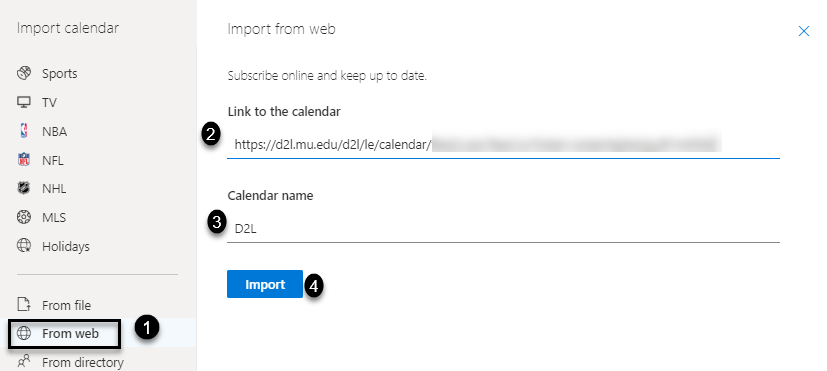


# Paste URL into Outlook Calendar

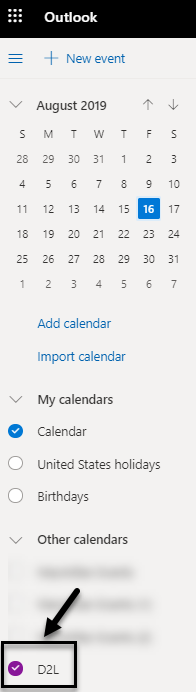
1. Open Outlook and click on the calendar icon [1] and select **Import Calendar** [2].



1. Click **From Web** [1] to paste the URL from D2L [2] and enter a calendar name [3]. Click **Import** [4].

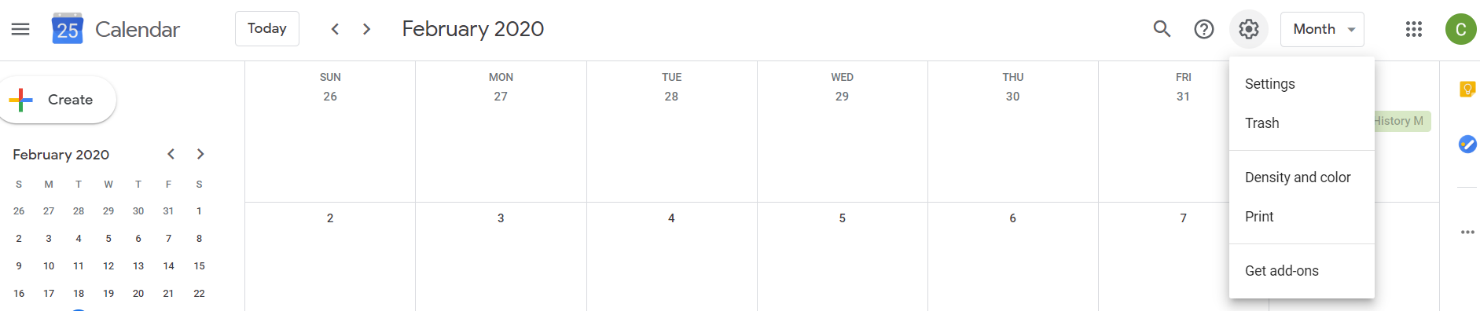


1. This will create a D2L calendar under **My Calendars**.

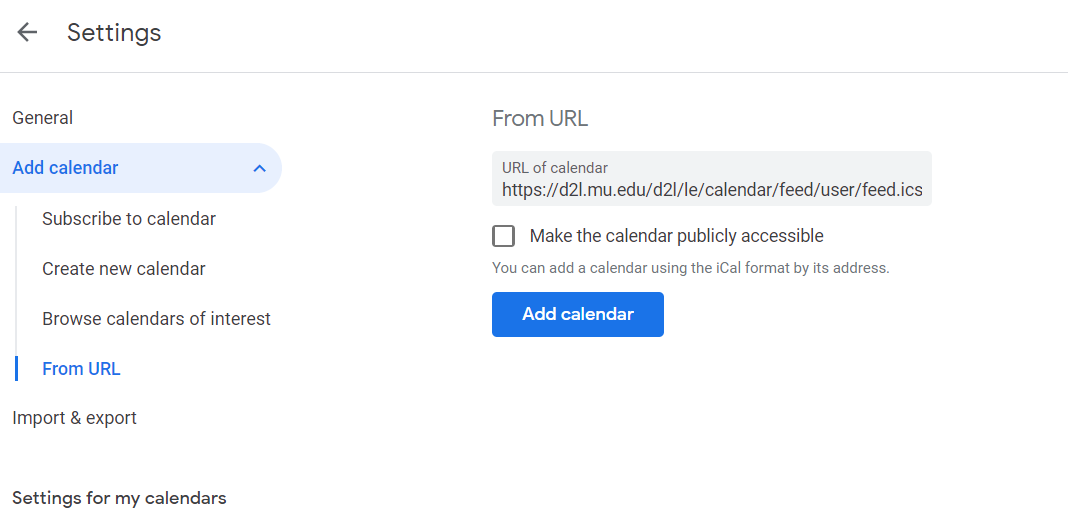


# Paste URL into Google Calendar

1. Select the gear in Google Calendar to select **Settings** under the drop-down list.



1. Under Add Calendar select **From URL** under the drop-down list. Paste the D2L URL into **URL of calendar** field and select **Add Calendar**.



1. The D2L link should appear under the Other calendar section in Google Calendar. Note: It may take up to 12 hours to update your Google Calendar.

