Sync Team Calendar to a Smart Phone

There are two parts to syncing a calendar:

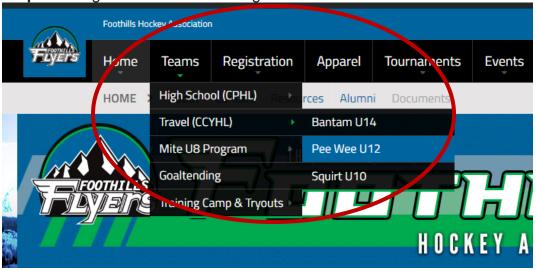
Part 1: Copy the Calendar Feed Link

Part 2: Add the copied link to your Calendar

Part 1: Copy the Calendar Feed Link

First you will need to get the **Calendar Feed Link** from the team page of the calendar that you want to sync to.

Step 1: Navigate to the Division Page on the website under Teams in the navigation bar.

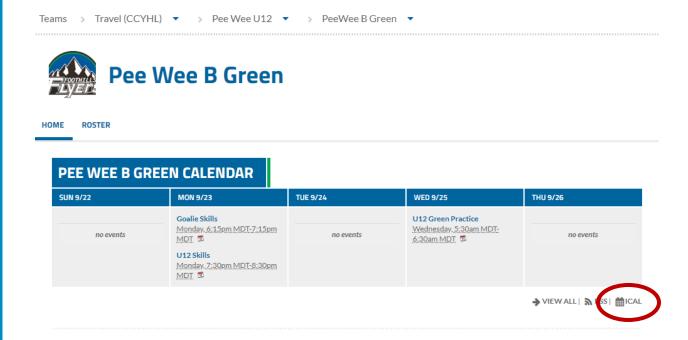


Step 2: Navigate to the Team page that you want to sync with. Helpful hint: Bookmark the team page!

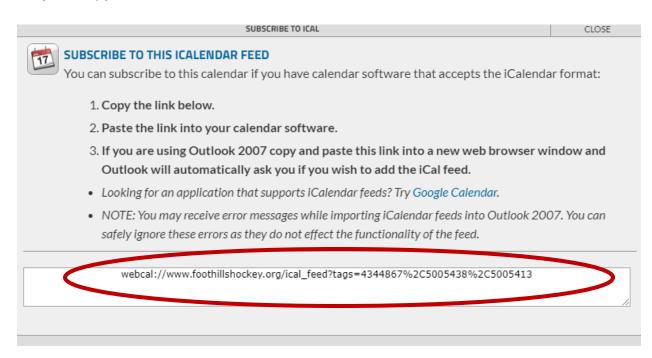


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Step 3: Select the iCal button on the bottom of the Calendar.



Step 4: Copy the iCal Feed Link.



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Part 2: Add the copied link to your Calendar

Now that you have the link, you will need to add it to your calendar on your smart phone. Below are instructions for iOS (iPhones) and Android OS.

Add iCal Feed to My iPhone [iOS]

- 1. Open your iPhone and tap the **Settings** app.
- 2. Scroll down and tap Passwords & Accounts.
- 3. Tap Add Account.
- 4. Tap Other.
- 5. Tap Add Subscribed Calendar.
- 6. Tap, hold, and then paste the iCal Feed link you have copied.
- 7. In the top-right corner, tap Next.
- In the *Description* field, update the name of the calendar (optional).
- 8. In the top-right corner, tap Save.
- 9. Tap your Calendar app to view your calendar.

Add iCal Feed to My Android [Android]

NOTE: You will first need to add the iCal link feed to a Google Calendar.

- 1. Go to your Google Calendar.
- 2. Log in to the Google Account that is used on your Android device.
- 3. On the left-side navigation, scroll down and next to *Add Calendar*, click the **three dots**.
- 4. Choose From URL.
- 5. Paste the iCal feed link.
- 6. Click Add Calendar.
- 7. Open up your Android mobile device.
- 8. Tap the Calendar App.
- 9. In the top-right corner, tap on the **three dots**.
- If you are already logged in to your Google Calendar, tap refresh and skip the remaining steps.
- 10. Tap Manage Calendars.
- 11. Tap Google.
- 12. Sign in to your Google Account.
- 13. Next to the calendar you added, tap the **check box**.
- 14. Go back to your Calendar App to view the added calendar.