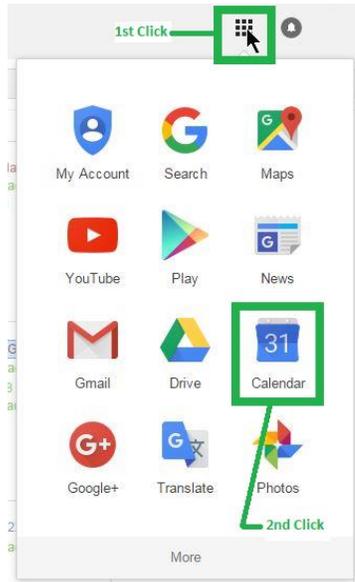
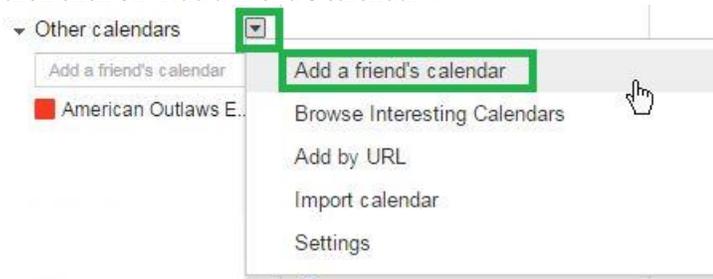


Step By Step on How to Link the Team Calendar to Your Apple I- Phone

1. Sign up \ create a personal Gmail account if you do not already have one.
2. Log In to your google account from a desktop or laptop computer.
3. In the upper-right hand corner, click on the little squares, and then click on the blue calendar.



4. On the left hand side of the screen, click on the drop down box arrow next to “Other Calendars” and then click on “Add a friend’s calendar”.



5. You will need to enter the email address for your team. This email address can be found on the last page (Page 5) of this procedure document. Enter the email address and then simply press the “add” button on the right hand side.

Add a friend's calendar

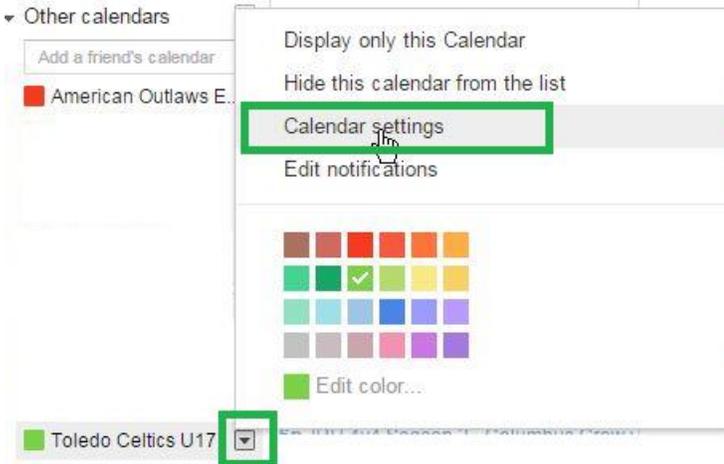
Contact Email:

Enter the email address of another person to view their calendar. Not all of your contacts will have calendar information that is shared with you, but you can invite them to create a Google Calendar account, or share their calendar with you.

- If successful, you should now see your son\daughter's calendar on the left hand side of the screen, as well as now see their events added to the calendar.



- If you have accidentally added the wrong calendar\email address, simply click on the grey dropdown box to the right of the calendar and then click on the calendar settings.



- Find the calendar you wish to remove and click on the Unsubscribe button.

Calendar Settings

[General](#) [Calendars](#) [Labs](#)

[« Back to calendar](#)

My Calendars Calendars I can view and modify

CALENDAR	SHOW IN LIST	NOTIFICATIONS	SHARING
Brent Thielen	<input checked="" type="checkbox"/>	Edit notifications	Shared: Edit settings
Birthdays Displays birthdays of people in Google Contacts and optionally "Your (<input checked="" type="checkbox"/>		
Tasks	<input checked="" type="checkbox"/>		

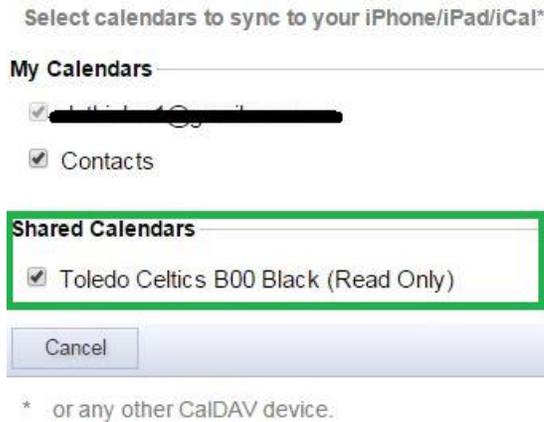
[Create new calendar](#) [Import calendar](#) [Export calendars](#)

Other Calendars Calendars I can only view [Browse interesting calendars »](#)

CALENDAR	SHOW IN LIST	NOTIFICATIONS	
American Outlaws Events Calendar US Soccer The list of all American Outlaws events and viewing parties around the	<input checked="" type="checkbox"/>	Edit notifications	Unsubscribe
Toledo Celtics B00 Black Toledo Celtics B00 Black	<input checked="" type="checkbox"/>	Edit notifications	Unsubscribe

- Now go back and repeat steps 4, 5 & 6 with the correct team email address.

- Now that the calendar is linked to yours, DO NOT LOG OUT, but simply go to <https://www.google.com/calendar/iphoneselect>
- Select the calendars you would like to link to your phone and close the window.

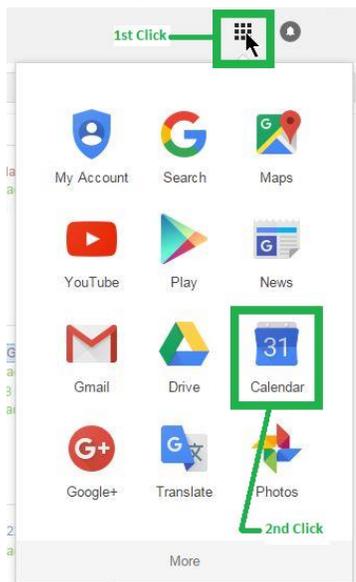


- You can now close out of all internet windows.
- Go to your I-Phone's home screen.
- Touch **Settings > Mail, Contacts, Calendars > Add Account > Google.**
- Enter your Name, Gmail Address & Password & Touch Next.
- You can now choose to sync your gmail, contact, blah blah blah. Just make sure you sync calendar.
- Open the calendar on your phone and verify that it all works.

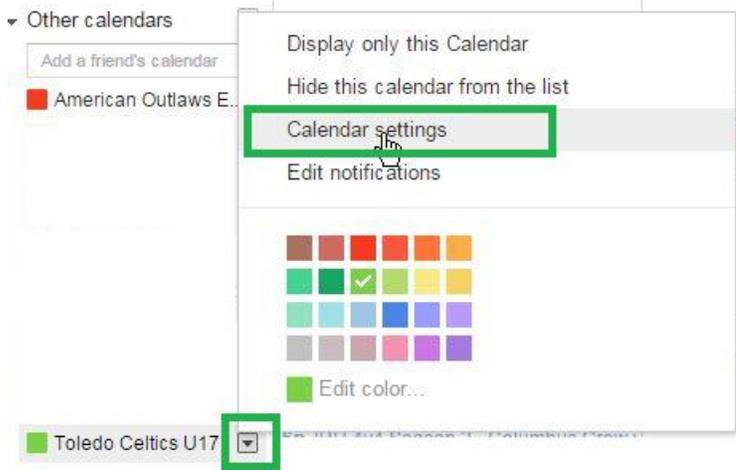
Notification Feature:

If you would like to receive a notification when your coach\manager adds, removes or changes an event on the calendar, you can set this up to automatically notify you.

- Log in to your Google calendar on a laptop or desktop PC.
- In the upper-right hand corner, click on the little squares, and then click on the blue calendar.



3. Simply click on the grey dropdown box to the right of the calendar and then click on the calendar settings.



4. Select "Notifications" towards the top of the screen and you can now customize your personal notification preferences.

Toledo Celtics

[Calendar Details](#)

[Edit notifications](#)

[« Back to calendar](#)

Event notifications: ?

Unless otherwise specified by the individual event.

All-day event notifications: ?

Unless otherwise specified by the individual all-day event.

Choose how you would like to be kept up-to-date: ?

THAT'S IT. YOU ARE ALL SET.

Just a quick reminder, this is for calendar use only. DO NOT send any emails to this email address as they will not be checked. Use the previously supplied contact information for any questions.

Toledo Celtics Google Calendar List

<https://www.google.com/calendar>

<u>Team #</u>	<u>Calendar E-mail</u>	<u>Assigned Team</u>
1	ToledoCelticsG9@gmail.com	2011-2012/U7 & U8
2	ToledoCelticsB0@gmail.com	2010/U9
3	ToledoCelticsB1@gmail.com	2009/U10
4	ToledoCelticsB2@gmail.com	2008 Black/U11
5	ToledoCelticsB3@gmail.com	2008 Green/U11
6	ToledoCelticsB4@gmail.com	2007 Black/U12
7	ToledoCelticsB5@gmail.com	2007 Green/U12
8	ToledoCelticsB6@gmail.com	2006 Black/U13
9	ToledoCelticsB7@gmail.com	2006 Green/U13
10	ToledoCelticsB8@gmail.com	2005 Black/U14
11	ToledoCelticsB9@gmail.com	2005 Green/U14
12	ToledoCelticsG0@gmail.com	2004 Black/U15
13	ToledoCelticsG1@gmail.com	2004 Green/U15
14	ToledoCelticsG2@gmail.com	2003 Black/U16
15	ToledoCelticsG3@gmail.com	2003 Green/U16
16	ToledoCelticsG4@gmail.com	2002 Black/U17
17	ToledoCelticsG5@gmail.com	2002 Green/U17
18	ToledoCelticsG6@gmail.com	2001 Black/U18
19	ToledoCelticsG7@gmail.com	2001 Green/U18
20	ToledoCelticsG8@gmail.com	2000 Black/U19