



Sync your calendar with ours.

We are introducing *new* ways to *sync* your personal calendar with our school calendars.

Compatible with:



Outlook



Google



iOS





1

Visit your school website and navigate to their Calendar page.

2

Once at your school's calendar, you will find three options to sync. (top of the calendar)

Options are:

Add to Google Calendar

Google Calendar

Subscribe to Calendar

MS Outlook

Download iCal

Windows + IOS Calendar and MS Outlook

3

Select one of the three options, and follow the instructions to sync calendars.





- 1** Download **SchoolGuide** App by Box Clever.
- 2** Once download, navigate to 'Calendar' and select school / district calendar.
- 3** Once selected, you will be prompted to "Add this event to my Calendar" or "Sync this Calendar to my Device".

