

Crestwood Preparatory College School Calendar – Digital Version

In our ongoing efforts to develop the links between home and school, you have the option to add the Crestwood calendar to your mobile devices or computer. As we modify events in this format the events will automatically update for you in your calendar.

Google Calendar

Instructions:

1. Click on the following link:

https://calendar.google.com/calendar/embed?src=c_699e509d3875d791548e05f715261502cbcf36f02f70bfb584ece07b83192aec%40group.calendar.google.com&ctz=America%2FToronto

it will redirect you to Gmail.

2. Once you have signed in to your Gmail account, the calendar will appear.

3. Click on the  icon in the bottom right hand corner.

4. Once you accept the calendar it will appear as an Other Calendar and you will be able to view all events.

Outlook

Instructions:

1. In Outlook, on the Tools menu, click Account Settings.

2. On the Internet Calendars tab, click New.

3. Copy and paste the following address:

https://calendar.google.com/calendar/ical/c_699e509d3875d791548e05f715261502cbcf36f02f70bfb584ece07b83192aec%40group.calendar.google.com/public/basic.ics

and click Add.

4. In the Folder Name box, type the name of the calendar, as you want it to appear in Outlook, and then click OK.



Calendar for Mac

Instructions:

1. Create a new calendar in Calendar. Command click on the newly created calendar and pick 'Subscribe'
2. Copy and paste the following web address:

https://calendar.google.com/calendar/ical/c_699e509d3875d791548e05f715261502cbcf36f02f70bfb584ece07b83192aec%40group.calendar.google.com/public/basic.ics

into the 'Subscribe to' field

3. Type the name of the calendar (e.g. Crestwood Preparatory College Calendar), as you want it to appear in iCal.
4. Click 'OK'. Events added to the CPC Google Calendar will now show up on this iCal calendar

Yahoo Mail Calendar

Instructions:

1. In your calendar, click on the 'Actions' button and choose 'Subscribe to other Calendars'
2. Type the name of the calendar, as you want it to appear in Yahoo
3. Copy and paste the following web address:

https://calendar.google.com/calendar/ical/c_699e509d3875d791548e05f715261502cbcf36f02f70bfb584ece07b83192aec%40group.calendar.google.com/public/basic.ics

into the 'iCal Address' field

4. Click 'Continue'. Events added to the CPC Google Calendar will now show up on your Yahoo Calendar

iPhone

Instructions:

1. Click the link below:

https://calendar.google.com/calendar/ical/c_699e509d3875d791548e05f715261502cbcf36f02f70bfb584ece07b83192aec%40group.calendar.google.com/public/basic.ics

2. You will be taken to the Calendar app and be asked if you want to subscribe to the calendar



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Android

Instructions:

1. Follow the Google Calendar instructions to add the school calendar to your Gmail account that is linked to the phone.
2. Events added to the CPC Google Calendar will now show up on your Android Calendar

If you have any questions regarding the adding of the digital calendar to your personal calendar please contact Matthew David by email at matthew.david@crestwood.on.ca or by phone at 416-391-1441 Ext. 4361.