

Subscribing vs Importing Calendars (by Eric Bing, Cipriani Parent)

Most calendar applications can subscribe or import a feed such as the Cipriani Elementary calendar.

Note: Don't click on the calendar URLs in this note, your browser will likely try to import the calendar as a calendar snapshot.

If possible, you should subscribe to the calendar feed. For most programs that means that it will be placed in a separate 'calendar' that has a different color, can be toggled on or off, and will be refreshed periodically. I recommend against importing the calendar as a snapshot unless you know what you're doing since you won't get updates - but if you do go this route try to import it in a separate calendar from your main one, so it can be removed and refreshed.

Calendar Specific Guidance:

Please let me know if you have issues or further guidance on any calendar applications.

iPhone/iPad

Copy the following URL into your buffer from a mail ([press and hold - then choose copy](#))
http://cipriani.brssd.org/calendar/publish.php?calendar=_NUC_0001730386 ([copy don't click](#))

Settings->Mail, Contacts, Calendars

Add Account...

Choose Other->Add Subscribed Calendar

Paste the above URL into the 'Server' field ([double tap](#))

Fix the Description (Cipriani Elementary) and Save

Go back to the calendar application - you may need to show your calendars and turn on this calendar

Mac OS iCal

Calendar->Subscribe

Calendar URL: http://cipriani.brssd.org/calendar/publish.php?calendar=_NUC_0001730386
([copy don't click](#))

Name: Fix the Name (Cipriani Elementary) and choose a color you like

Choose an auto-refresh interval (Every Day)

Thunderbird (with Lightning Plugin)

File->New->Calendar

Choose 'On the Network'

Choose iCalendar (ICS)

Location: http://cipriani.brssd.org/calendar/publish.php?calendar=_NUC_0001730386 ([copy don't click](#))

Set Calendar Name (Cipriani Elementary)

Set Color ([color that events will show up as](#))

Outlook 2007

In Outlook, go to the Tools menu and choose Account Settings... then choose the Internet Calendars tab

Click "New," and then paste the iCal URL into the field:

Use: http://cipriani.brssd.org/calendar/publish.php?calendar=_NUC_0001730386 (copy don't click)
Press "Add"

In the next screen change the name (folder) to "Cipriani Calendar" and accept the defaults for updates.

After the calendar updates ([which may take a while - F9 may help](#)) a new section called "Other Calendars" should appear in the Calendars section of the side bar with this calendar as an option. Select it to view the calendar.

[Note: If it doesn't update after a few hours try restarting Outlook and follow the instructions above, but using File -> Data File Management -> Internet Calendars](#)

Once you get the calendar turned on, you can display the calendars side-by-side or overlay them.

Google Calendar

Note: Because Google Calendar assumes a timezone of GMT+0 (as opposed to the local calendar time), events with times will be 7 hours off. I haven't yet figured out a workaround for this.

Under 'Other Calendars' choose Add-> 'Add by URL'

URL: http://cipriani.brssd.org/calendar/publish.php?calendar=_NUC_0001730386 (copy don't click)

You can unsubscribe via the settings option

Yahoo Calendar

I haven't found a way to subscribe to an iCal feed in Yahoo Calendar