

# How to add Bath University Canoe Club calendar events to Google Calendar/Outlook

## ICAL URLs

BUCC have two ical feeds that display the confirmed and the provisional club calendars – these are below:

Confirmed: <https://ics.teamup.com/feed/ksdxjd78fjvuk3a5ip/13402873.ics>

Provisional: <https://ics.teamup.com/feed/ksdxjd78fjvuk3a5ip/13402874.ics>

## Google Calendar

From Google Calendar, select Settings (cog icon), then 'Add calendar', then 'From URL'. Paste one of the above URLs into the URL field and click 'Add calendar'. This will now have been added to your Google account. Repeat for the other calendar.

## Outlook

1. Sign into Outlook on the web.
2. At the bottom of the navigation pane, click the Calendar icon.
3. On the toolbar, click Add calendar.
4. Click From Internet, and in the Link to the calendar box, paste one of the above URLs.
5. In the Calendar name box, enter a name for the linked calendar.
6. Click Save.