

FAU College of Medicine Support Center

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OwlMed: Calendar Feeds

Marcelle Gornitsky - 2023-07-28 - OwlMed and Canvas

Calendar Feeds

- **Public subscriptions** are convenient because they can update your Calendar.
- There is no password protection; your Calendar information is technically open to the public.
- To access your Calendar, other Users must know the specific URL, so your personal information is still protected.

NOTE: Your institution might not allow the public subscription option.

Public Calendar Feeds


Profile

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Profile Manager

Personal Settings for Will Bertson



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User Name: Will Bertson

Pronouns: they/them/theirs

Default Calendar View: Weekly

☐ Hide Calendar Document List

☐ Higher-Contrast Page Elements

Default School Year View:

Security Level: 10

Show Only Enrolled Courses: Yes

Show Weekends: No

CalDav Server Address: http://demo.lcmsplus.com/lcms/caldav/index.php/Demo/principals/newdemostudent/

ICS URL: http://demo.lcmsplus.com/lcms/caldav/index.php/Demo/calendars/newdemostudent/default?export

Enable Public Calendar Feed: Yes

My Time Zone: America/New_York [-5.0]

Display calendar events using: My Time Zone

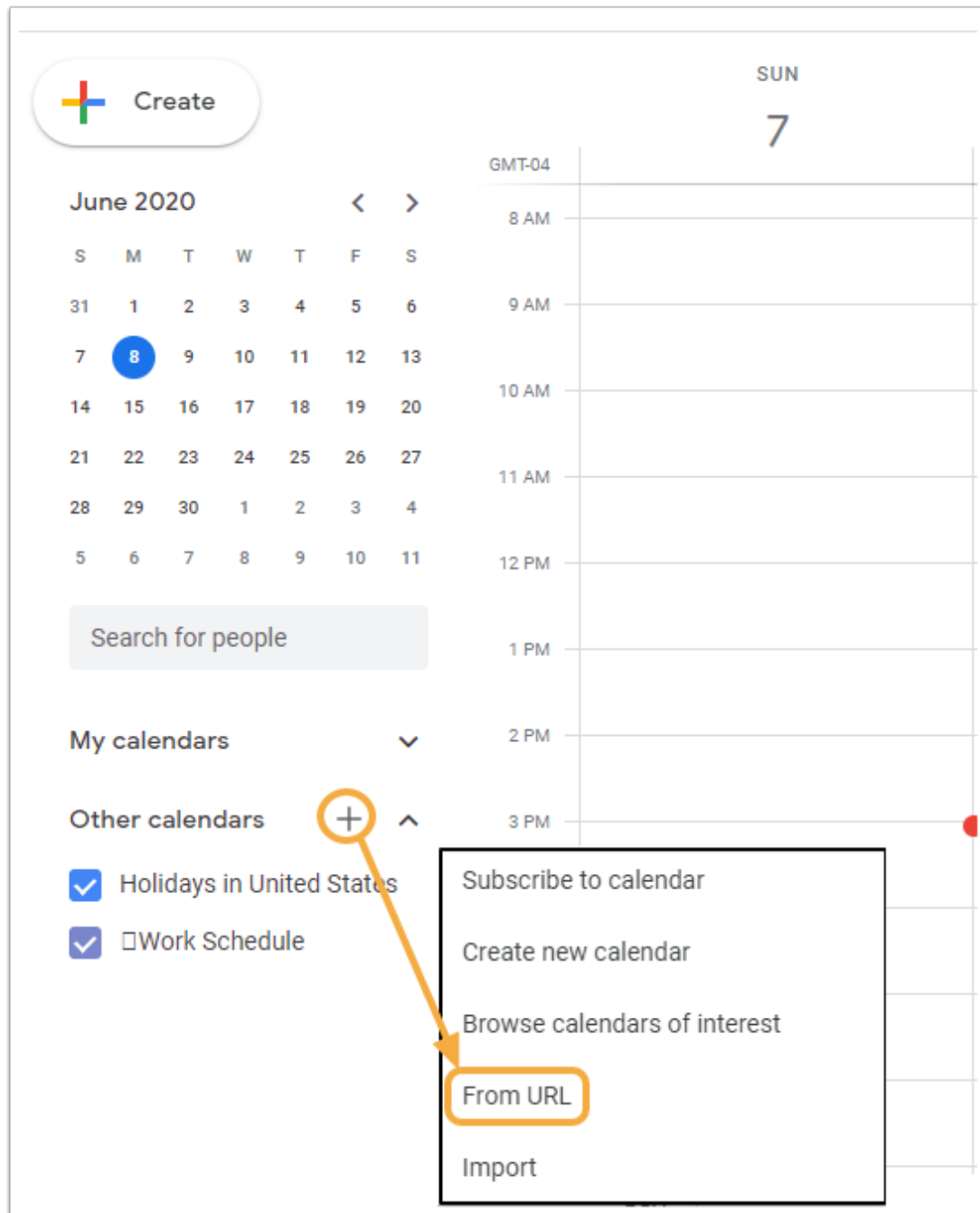
[Save Profile](#)

From the Edit Profile page:

- Copy the **ICS URL** link.
- Set **Enable Public Calendar Feed** field to **Yes**.
- Click **Save Profile** button.

For **faculty**, the calendar feed includes all events for which that faculty member is listed as an instructor. For **students**, the calendar feed includes all of the events for which that student is enrolled.

Google Calendar Web Version



- Open Google Calendar,
- Click the + sign on **Other Calendars**.
- Select **From URL**.

Sync Google Calendar

From URL

URL of calendar

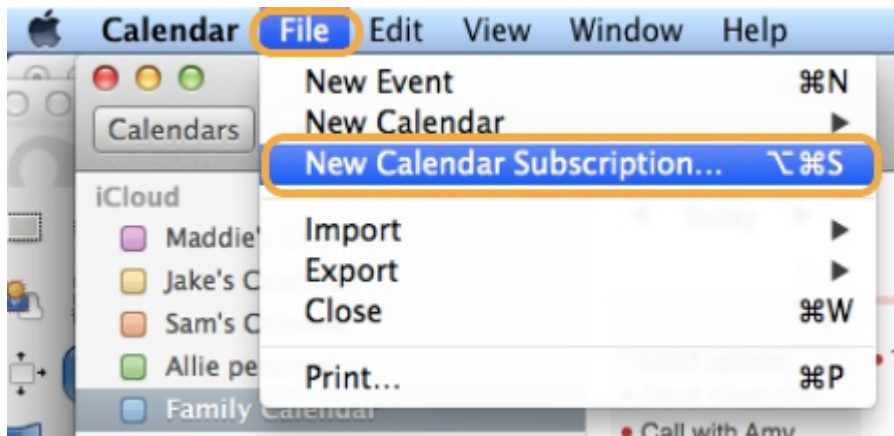
☐ Make the calendar publicly accessible

You can add a calendar using the iCal format by its address.

Add calendar

- Paste the ICS calendar link into the **URL** field.
- Click **Add Calendar**.
- The Calendar is now synced with Google Calendar.

Apple Calendar



- Open Apple Calendar.
- Click **File**.
- Select **New Calendar Subscription**.

Sync Apple Calendar

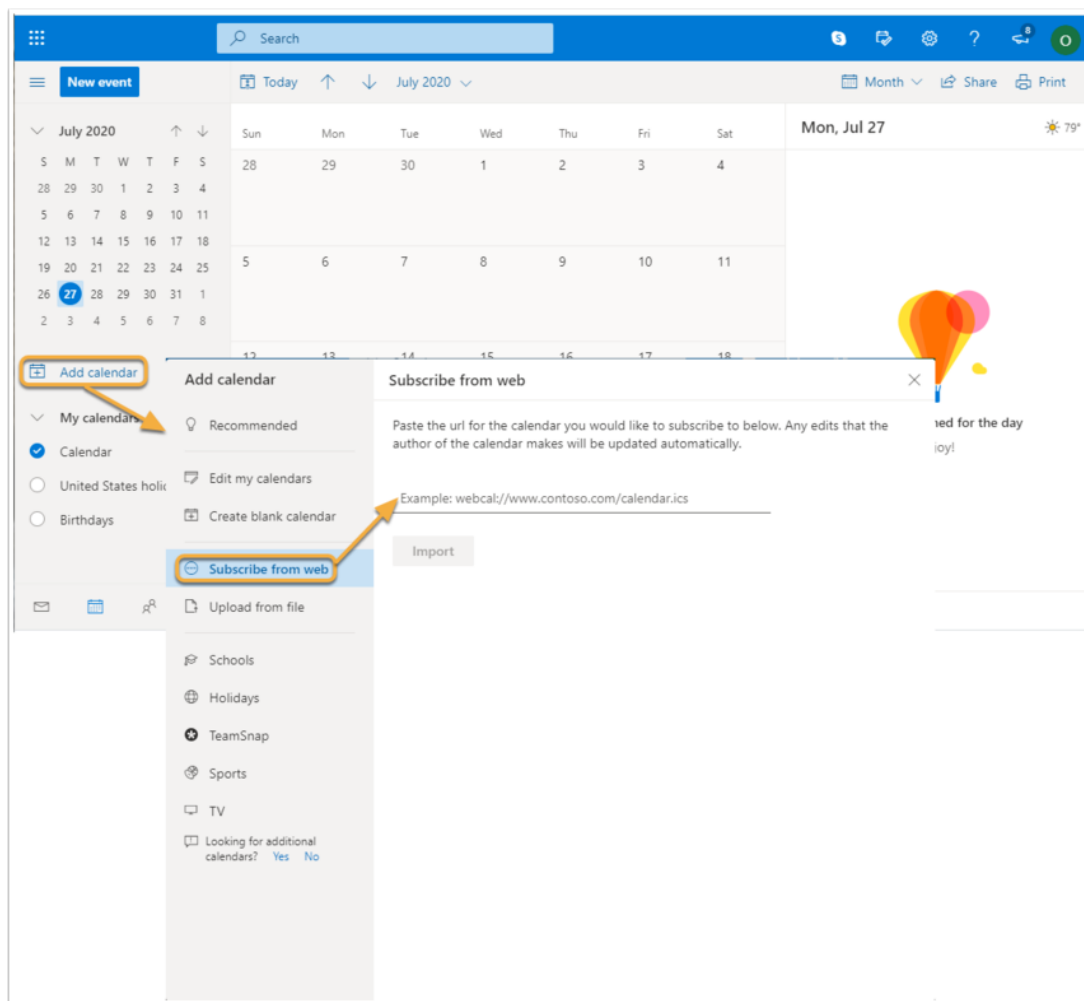
Enter the URL of the calendar you want to subscribe to.

Calendar URL:

Cancel Subscribe

- Paste the ICS calendar link in the **Calendar URL** field.
- Click **Subscribe** button.
- The Calendar is now synced with Apple Calendar.

Outlook Calendar



- Click on **Add Calendar**.
- Select **Subscribe from Web**.

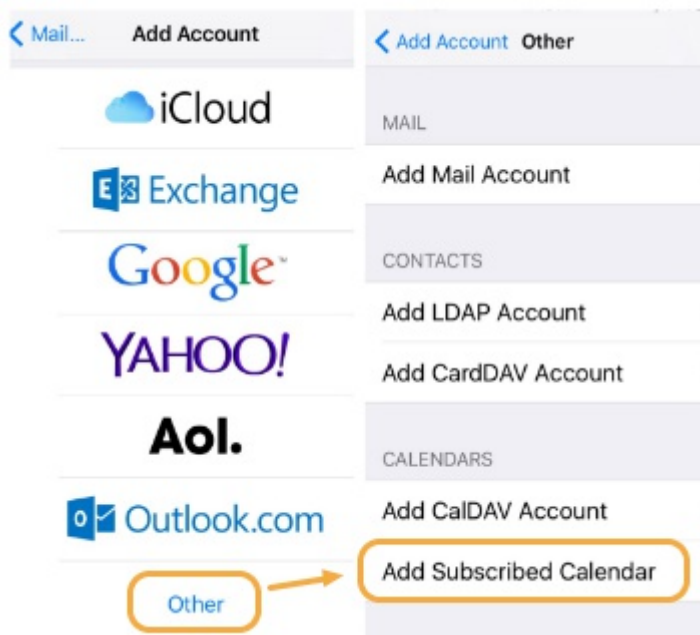
We recommend completing the set-up process in the web version of Outlook rather than the desktop application.

iOS Calendar



- Click on the **Settings** App.
- Select **Mail, Contacts, Calendars**.
- Click **Add Account**.

Add Subscribed Calendar



- Click **Other**.
- Select **Add Subscribed Calendar**.
- Paste the ICS calendar link in the **Server** field.
- The Calendar is now synced with iOS calendar.


CalDAV

- **CalDAV** provides password protection for calendar data.
- Only clients that support **CalDAV** will be able to sync the Calendar (this includes the Apple Calendar program).

Profile Manager

Profile

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Profile Manager
Personal Settings for Will Bertson

User Name: Will Bertson

Default Calendar View: **Weekly**

☐ Hide Calendar Document List

Default School Year View:

Security Level: 10

Show Only Enrolled Courses: **No**

Show Weekends: **No**

CalDav Server Address: **http://demo.lcmsplus.com/lcms/caldav/index.php/Demo/principals/newdemostudent/**

ICS URL: **http://demo.lcmsplus.com/lcms/caldav/index.php/Demo/calendars/newdemostudent/default?export**

Enable Public Calendar Feed: **Yes**

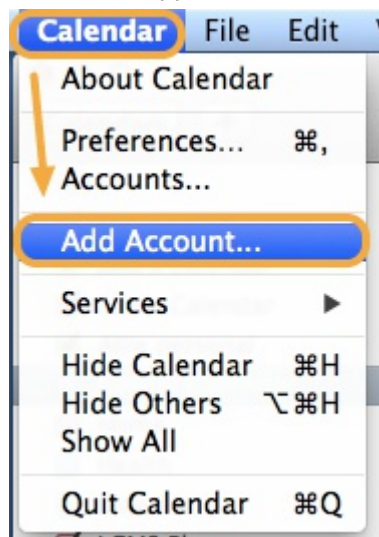
TimeZone: **America/New_York [-5.0]**

Absolute View: **No**

Save Profile

- Copy the **CalDAV Server Address**.

CalDAV for Apple Calendar



- Open Apple Calendar.
- Click **Calendar**.
- Select **Add Account**.

Add CalDAV



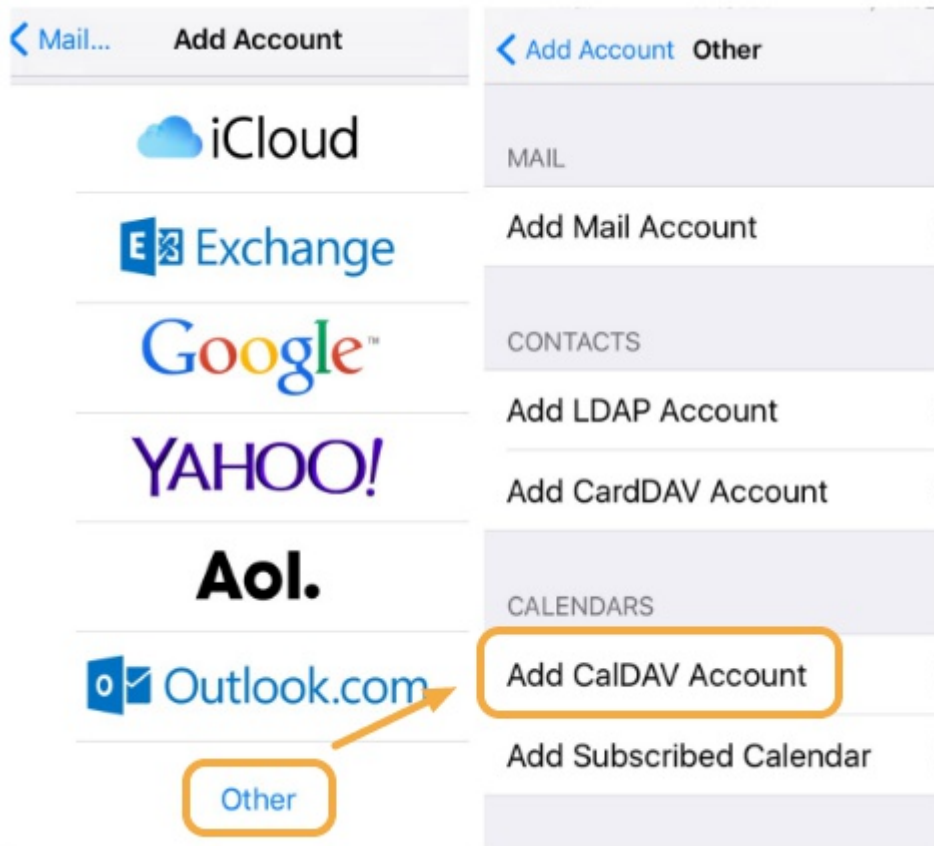
- Select **Add CalDAV Account.**
- Click **Continue.**

CalDAV for iOS



- Click the **Settings** App.
- Click **Mail, Contacts, Calendars.**
- Select **Add Account.**

Add CalDAV Account



- Click **Other**.
- Choose **Add CalDAV Account**.

Add the System User Data

The screenshot shows the 'Add CalDAV' form in iOS. The form has four fields: Server (cal.example.com), User Name (Required), Password (Required), and Description (My CalDAV Account). The entire form is enclosed in an orange box.

- Enter the System Account User info.
- Paste the **CalDAV** server address in the **Server Address** field.
- Click **Create** to add the calendar.
- The Calendar is now synced with iOS Calendar.

CalDAV for Android

- [Caldav Sync Free Beta](#) is a free **CalDAV** sync tool for Android that has been tested to work with the System.
- Once installed, select **Account Settings > Add account > CalDAV Sync Adapter**.
- Enter the System Account User info.
- **Paste** the the System **CalDAV** server address.

NOTE: [CalDAV Sync](#) is another option and costs about \$3. It has not yet been tested with **the System**.


ICS File Export/Import

- The **ICS** file export allows Users to download password-protected calendar data to be imported into a client such as Apple or Google calendars.
- **ICS** export cannot be subscribed to in most clients.
- To refresh the Calendar an export is downloaded and imported to the calendar client each time.

Remember: to use the password-protected **ICS** file export, always use your the System password.

Edit Profile Profile

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Click to upload a new picture

Profile Manager

Personal Settings for Will Bertson

User Name: Will Bertson

Default Calendar View:

☐ Hide Calendar Document List

Default School Year View:

Security Level: 10

Show Only Enrolled Courses:

Show Weekends:

CalDav Server Address: <http://demo.lcmsplus.com/lcms/caldav/index.php/Demo/principals/newdemostudent/>

ICS URL: <http://demo.lcmsplus.com/lcms/caldav/index.php/Demo/calendars/newdemostudent/default?export>

Enable Public Calendar Feed:

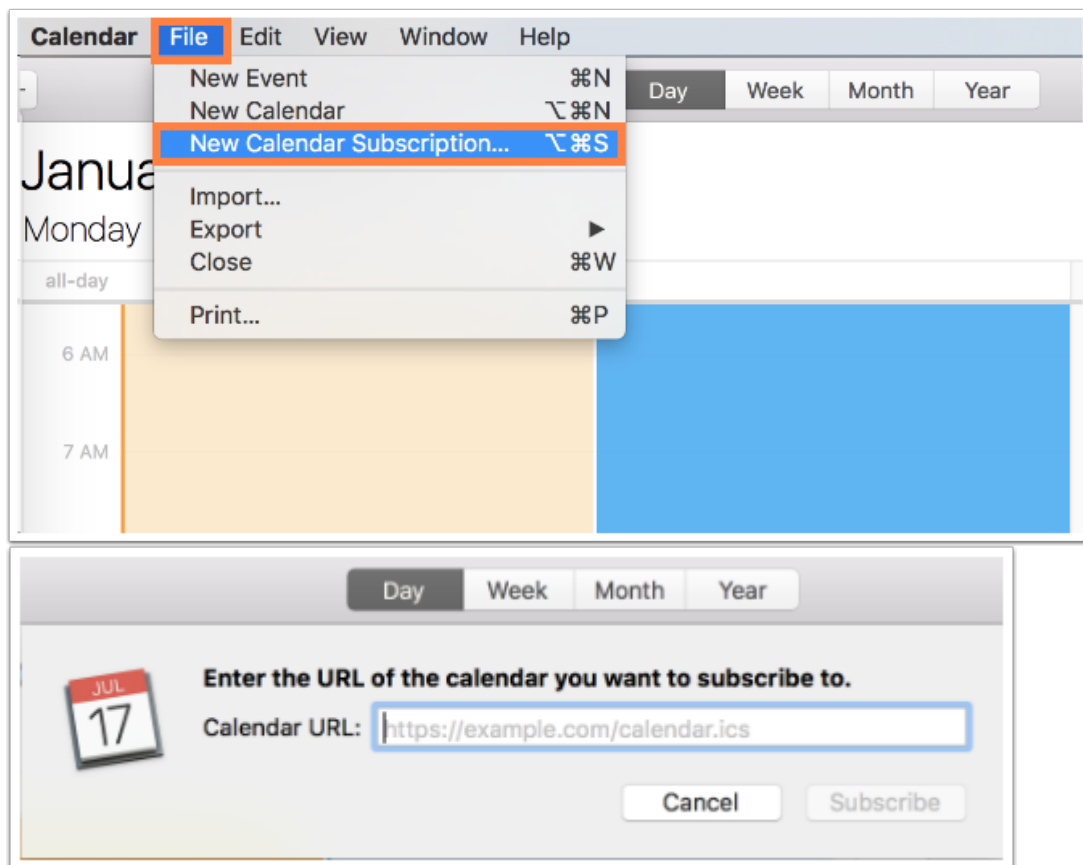
TimeZone:

Absolute View:

- Click the **ICS URL** link to export and download Calendar data.

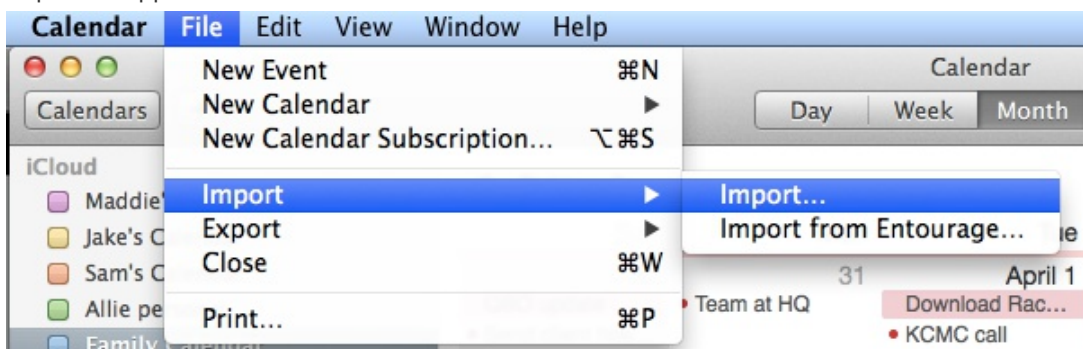
NOTE: Depending on the browser, rename the file to end in “.ics”.

New Calendar Subscription for Apple



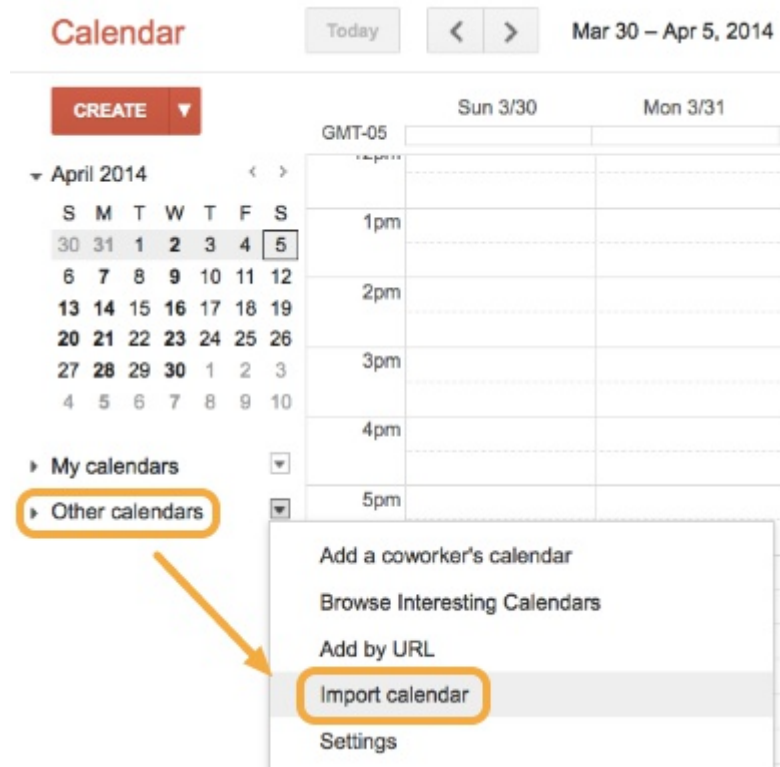
- Click **File**.
- Select **New Calendar Subscription**.
- Then **Import** again.
- Enter the **URL** of the the System Calendar you want to subscribe to.
- Click **Subscribe** to complete the connection process.

Import to Apple Calendar



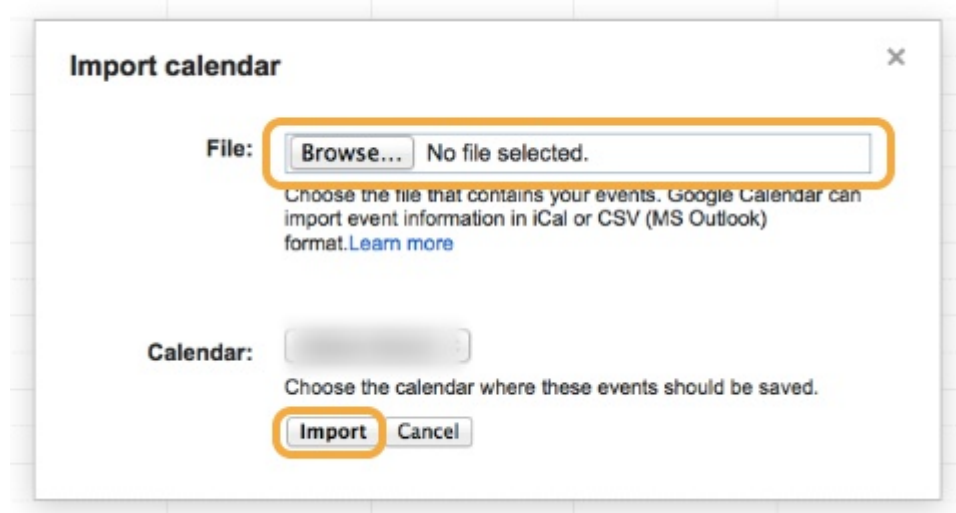
- Click **File**.
- Select **Import**.
- Then **Import** again.
- Select the downloaded calendar data file.
- Choose the destination calendar on the computer.
- Click **OK**.

Import to Google Calendar



- Click **Other Calendars**.
- Select **Import Calendar**.

Import to Google



- From the **Import Calendar** dialog select the downloaded Calendar data file.
- Select the destination calendar.
- Click **Import**.

NOTE: Here are [some tips from Google](#) that might also be helpful.

Import to Android

- Google Calendar for Android is available on the [Google Play Store](#).

- Importing the System Calendar data through the web-based Google Calendar App will sync on an Android device.

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