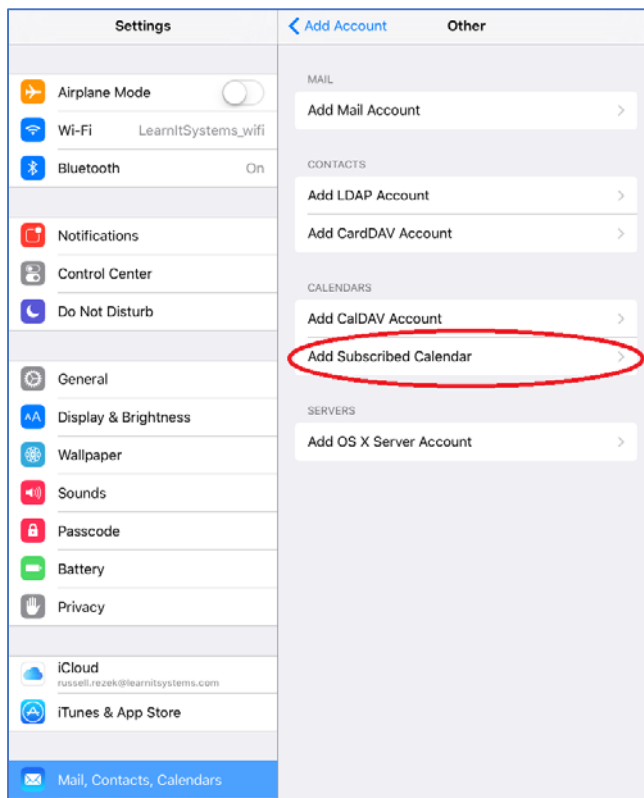


# How to add The Green School Calendar to Your Smart Phone

## For iPhone

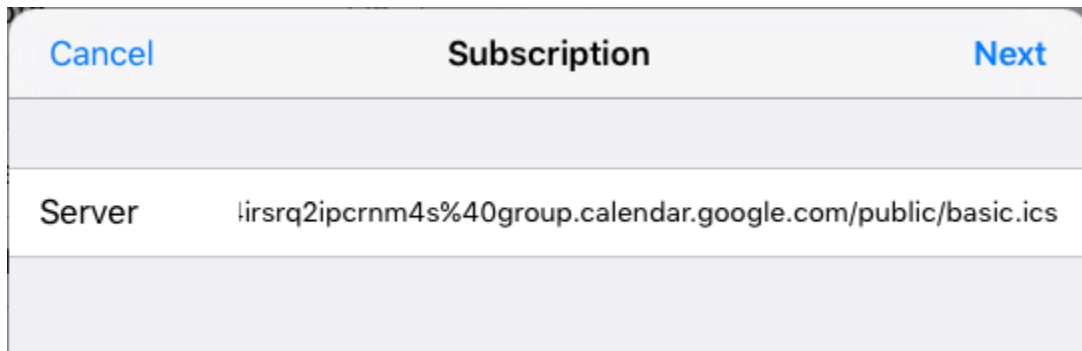
1. Open Settings
2. Click on “Accounts & Passwords” (or “Mail, Contacts, Calendars” on older versions of iOS).
3. Click “Add Account”
4. Choose “Other”
5. Click “Add Subscribed Calendar”



## How to add The Green School Calendar to Your Smart Phone

6. Copy and paste this link into the Server field:

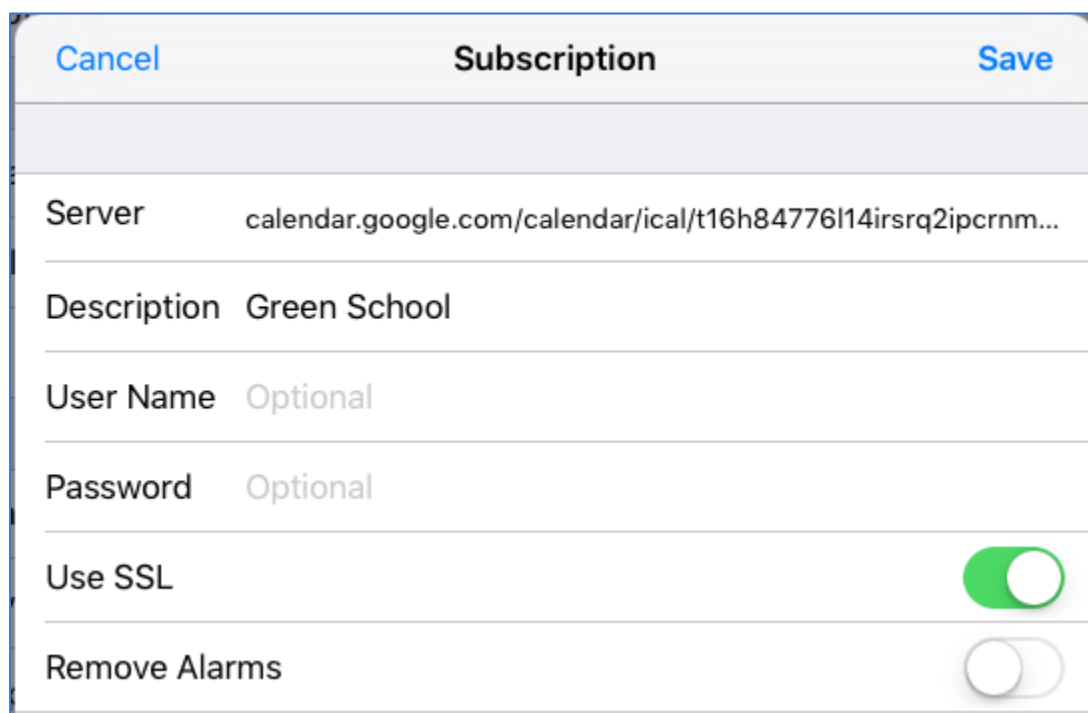
<https://calendar.google.com/calendar/ical/t16h84776l14irsrq2ipcrnm4s%40group.calendar.google.com/public/basic.ics>



A screenshot of a mobile application's 'Subscription' screen. At the top, there are three buttons: 'Cancel' on the left, 'Subscription' in the center, and 'Next' on the right. Below these buttons is a table with two rows. The first row has a header 'Server' and a value 'lirsrq2ipcrnm4s%40group.calendar.google.com/public/basic.ics'. The second row is empty.

Subscription	
Server	lirsrq2ipcrnm4s%40group.calendar.google.com/public/basic.ics

7. Click "Next"
8. Click "Save"




A screenshot of a mobile application's 'Subscription' screen. At the top, there are three buttons: 'Cancel' on the left, 'Subscription' in the center, and 'Save' on the right. Below these buttons is a table with six rows. The first row has a header 'Server' and a value 'calendar.google.com/calendar/ical/t16h84776l14irsrq2ipcrnm...'. The second row has a header 'Description' and a value 'Green School'. The third row has a header 'User Name' and a value 'Optional'. The fourth row has a header 'Password' and a value 'Optional'. The fifth row has a header 'Use SSL' and a toggle switch that is turned on (green). The sixth row has a header 'Remove Alarms' and a toggle switch that is turned off (grey).

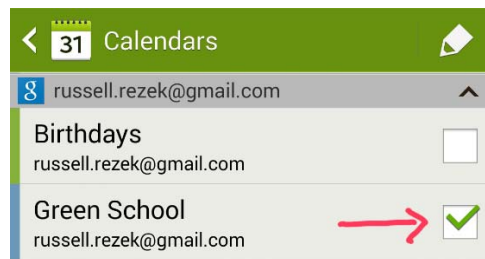
Subscription	
Server	calendar.google.com/calendar/ical/t16h84776l14irsrq2ipcrnm...
Description	Green School
User Name	Optional
Password	Optional
Use SSL	<input checked="" type="checkbox"/>
Remove Alarms	<input type="checkbox"/>

# How to add The Green School Calendar to Your Smart Phone

## For Android Phone

You will need to use your computer to add the calendar to your Google account first, then you can sync it to your Android phone.

1. Log into the same Google Account on your computer that you use for your Android phone
2. Navigate to the PTO page on the Green School website in your web browser:  
<http://www.thegreenschoolofbaltimore.org/pto/>
3. At the bottom of the GSB Calendar, click the  button
4. On your Android Phone, open your Calendar
5. Click the Menu (≡) button
6. Click “Calendars”
7. Check the box next to the “Green School” calendar



8. Make sure your Google Calendar Account is sync'd with your phone
  - a. Open your Android Settings
  - b. Go to General Settings
  - c. Click on “Accounts”
  - d. Under “My accounts,” click on “Google”
  - e. Click on your google account
  - f. Make sure “Sync Calendar” is checked

