



St Michael and All Saints – Public Events Calendar Integration

Welcome to our church, congregation near and far.

We're pleased to introduce you to the events calendar, which includes details of services, events, talks and similar – all part of our busy church life. We recommend subscribing to this public calendar as you will have events at your fingertips at any time!

This calendar is hosted by Google, and can be viewed using various platforms on desktops, smartphone and tablets. For specific instructions, please see the links below. Note that access is 'read only'. If you wish to book the church for use, please contact Stewart Smith, Church Bookings Manager at stewart218@blueyonder.co.uk

If you have any problems, please feel free to get in touch with us using our [contact form](#), or the church Facebook page at <https://www.facebook.com/StMichaelallSaints>

Contents

St Michael and All Saints – Public Events Calendar Integration.....	1
Online Viewing.....	1
Add to Your Google Account.....	2
Microsoft Outlook (or other email programmes).....	3
iOS (iPhone, iPad).....	4
With Your Own Google Account.....	4
Without Your Own Google Account.....	4
Android.....	6

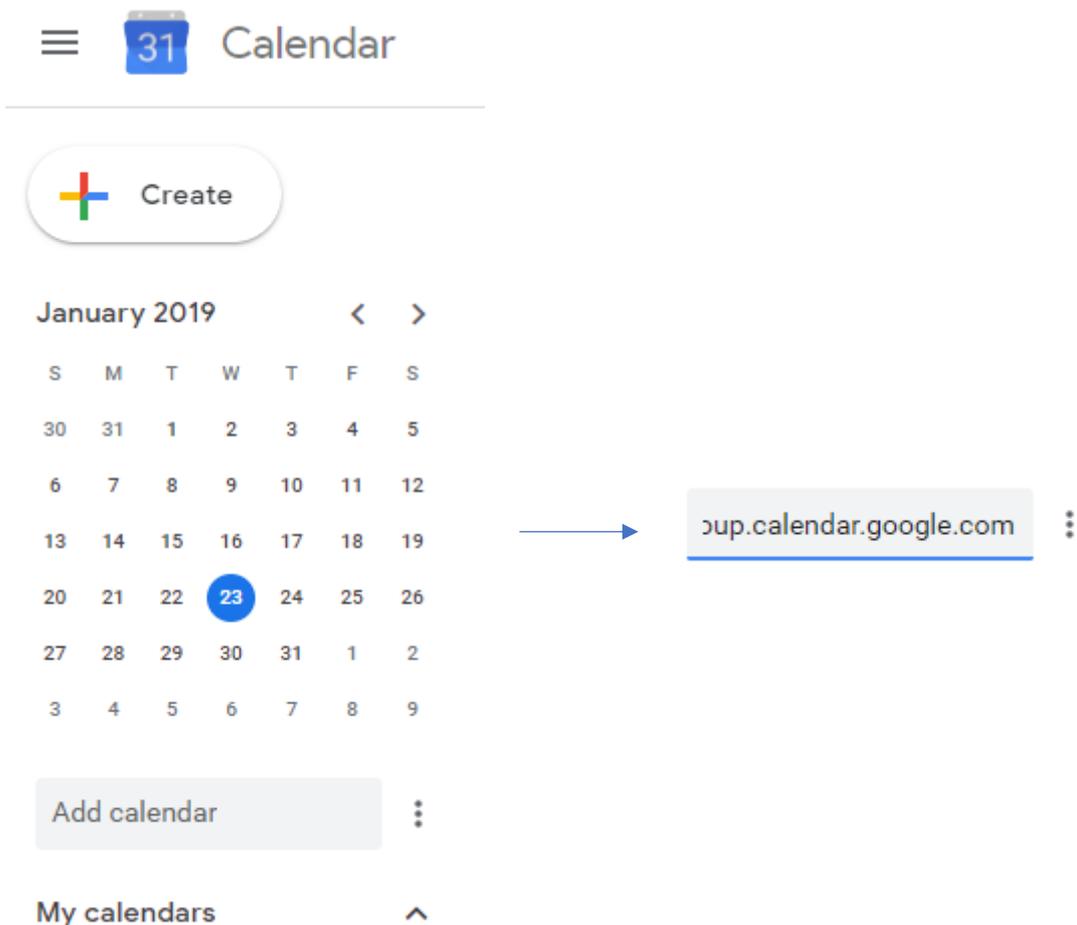
Online Viewing

The calendar can be viewed straight from the website, at <https://www.stmichaelandsaints.org/events>

This can be accessed by desktop, mobile or tablet.

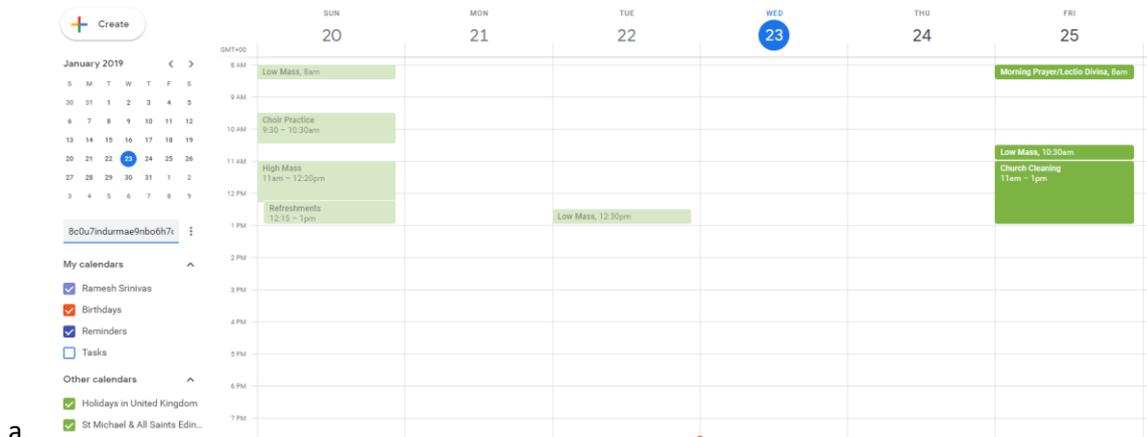
Add to Your Google Account

1. Open your Google Calendar, and copy [8c0u7indurmae9nbo6h7qi4cmo@group.calendar.google.com](https://www.google.com/calendar/group/8c0u7indurmae9nbo6h7qi4cmo@group.calendar.google.com) into 'Add Calendar' on the left hand side



a.

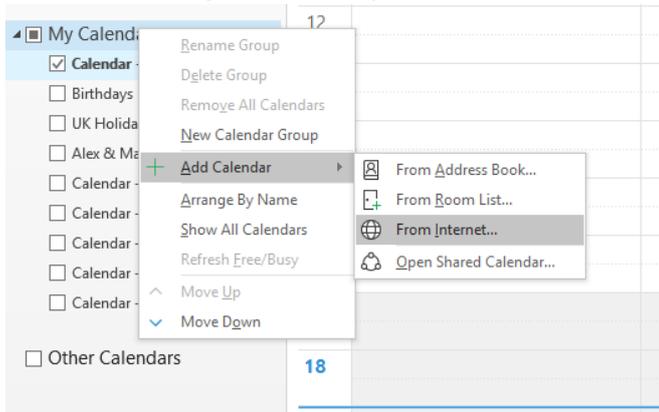
2. Press enter, and the calendar will appear (and automatically sync to your iOS or Android device if synced with Google)



a.

Microsoft Outlook (or other email programmes)

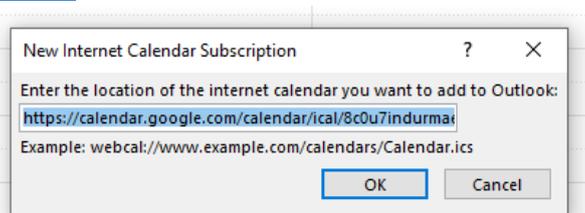
1. Note that these instructions are for MS Outlook, but the same type of procedure will apply to other email programmes when you add an 'Internet Calendar'
2. On your Calendar tab: Right-click on *My Calendar*. Click *Add Calendar -> From Internet*



a.

3. Insert the following link:

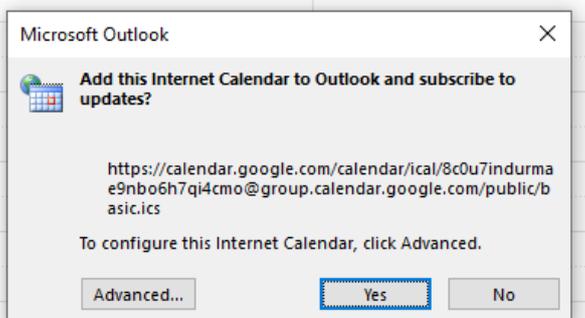
<https://calendar.google.com/calendar/ical/8c0u7indurmae9nbo6h7qi4cmo%40group.calendar.google.com/public/basic.ics>



a.

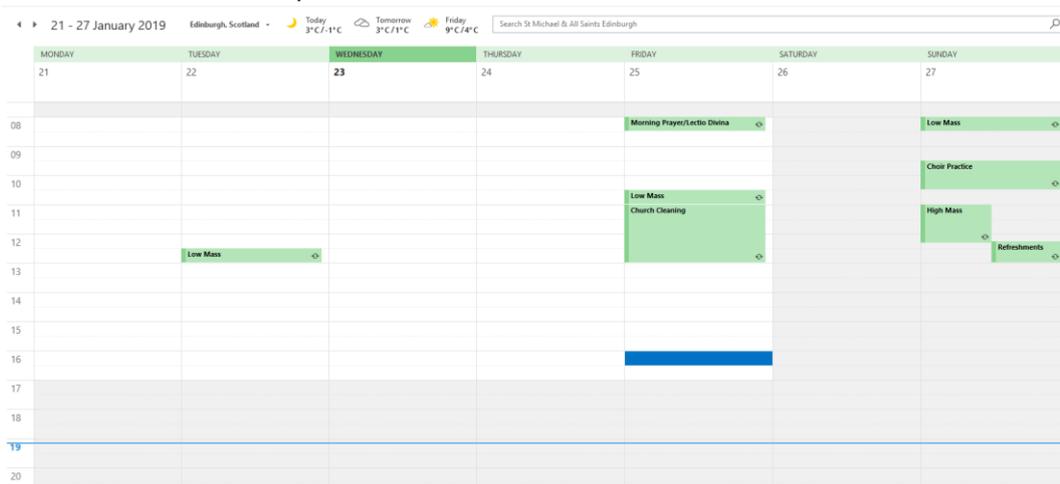
4. Press Yes to 'Add this Internet Calendar to Outlook and subscribe to updates'

- a. Amend advanced options if you wish!



b.

5. You have successfully added the calendar



iOS (iPhone, iPad)

With Your Own Google Account

1. You cannot subscribe to a Google calendar directly from your phone, **but** it is very easy if you are on your computer!
2. Your Google Account will already be linked to your phone/tablet, so by adding the public calendar to your Google account, this will automatically link.
3. See instructions [here](#).

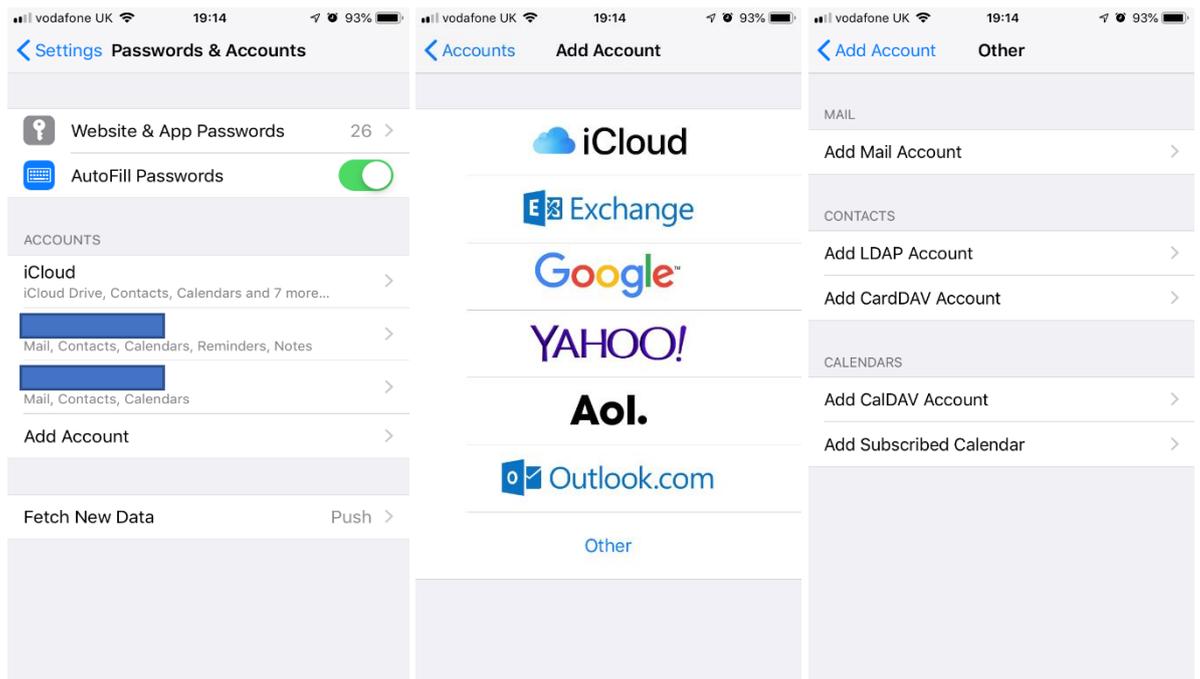
Without Your Own Google Account

1. Go to Settings -> Passwords & Accounts



a.

2. Click Add Account -> Other -> Add Subscribed Calendar

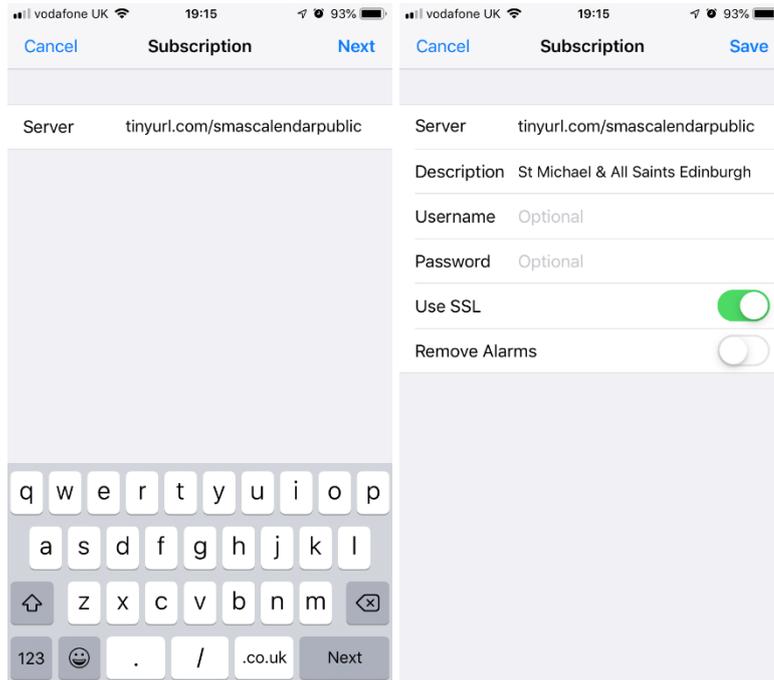


a.

3. Add server *tinyurl.com/smascalendarpublic* and click next

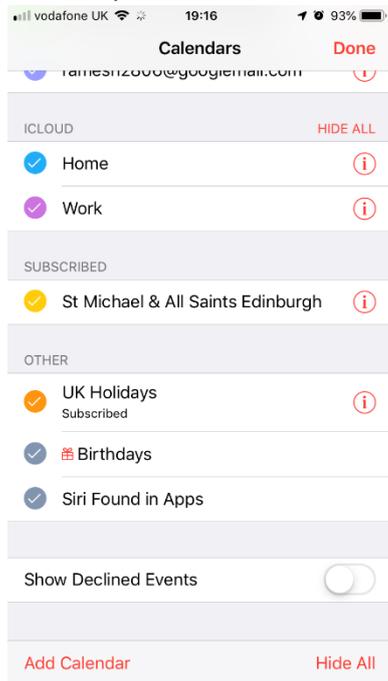
a. Or copy and paste the following:

<https://calendar.google.com/calendar/ical/8c0u7indurmae9nbo6h7qi4cmo%40group.calendar.google.com/public/basic.ics>



b.

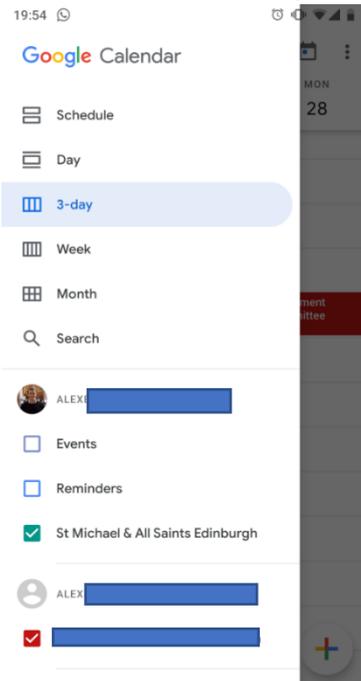
4. Press Done, and you will now see this in your calendars!



a.

Android

1. By owning an Android phone/tablet, you will require a Google Account. Therefore follow steps [here](#) to link straight to your Google Account.
2. The calendar will be available in your standard Calendar app:



a.