

Levittown Public Schools Tutorial Setting Up a District Calendar iCal Subscription

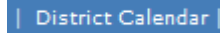
Note: This tutorial is for Apple Mac Computer users ONLY.

Purpose: To set up a connection to the District Calendar iCal subscription on an **Apple Mac Computer** with iCal installed.

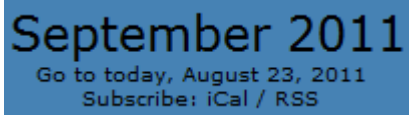
For more information on iCal please click [here](#).

1) Visit the district website at <http://www.levittownschoools.com>

2) Click on the **District Calendar** link at the top of the page.



4) On the calendar, click on the **iCal** link below the header date.

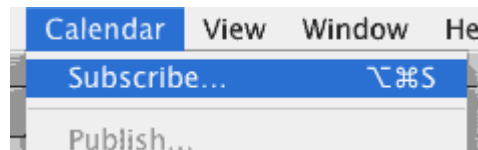


5) **Copy** and **Paste** the iCal subscription **link** from the Subscribe into the Calendar popup window.

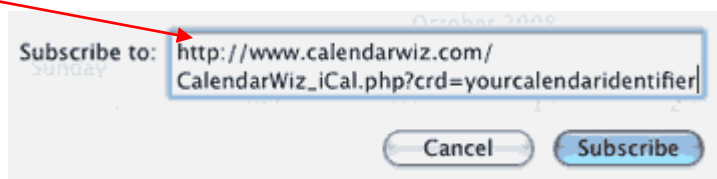
iCal Copy and paste the following web address into **Apple iCal, Outlook 2007 Internet Calendar, Google Calendar** and other **iCalendar** compatible calendars to receive automatic calendar updates of this calendar. Click [here](#) for instructions



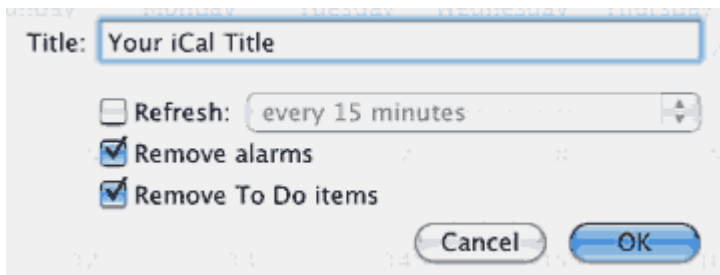
6) Open the iCal program and click on the **Calendar -> Subscribe** menu



7) **Copy and Paste the iCal link** into the **Subscribe to:** box and click on the **Subscribe** button.



8) Confirm or edit the calendar Title and options. **Click OK.**



9) The calendar and events will appear on the list of iCal calendars.