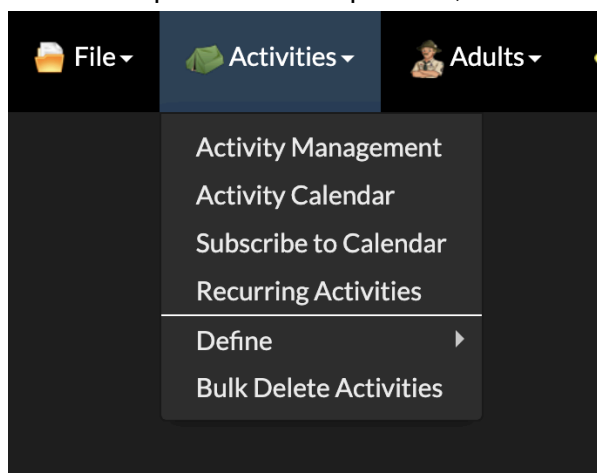


How to subscribe to the Troop 433 Calendar

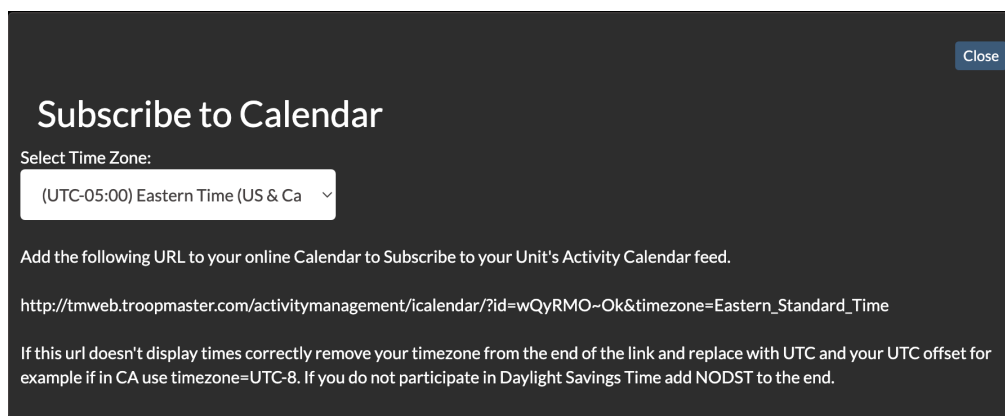
The following steps will help you subscribe to the Troop 433 calendar. This will allow troop events to appear on your personal calendar and make it easier for you to keep track of your scouts activities.

First, log into Troopmaster. If you need help logging into Troopmaster, please search for the instructions which are also found on the troop website (www.troop433ga.com)

From the top menu in Troopmaster, select “Subscribe to Calendar” under Activities.



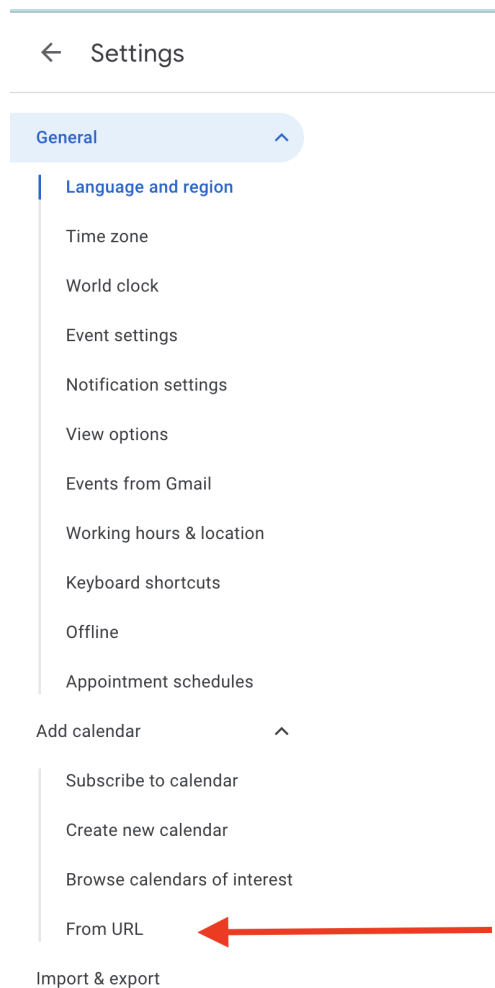
Next, select your time zone and you will receive a URL which you can use to link your calendar with the Troop calendar. Copy this URL.



While each calendar software is different, all will have a way to let you link to an external calendar with a URL. Below is an example of how to do this in Google Calendar.

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Open your Google Calendar in a browser and go to Settings. Then scroll down to where it says Add Calendar and click “From URL”.



Paste the URL that you received from Troopmaster into the box and click Add 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

That's it! You will now see the Troop calendar events along with your calendar events.