How to import the Space Minor Events Calendar into your Google or Outlook accounts.

**Google calendar:**

The Space Minor Events Calendar is a public calendar, so follow the steps outlined to add this calendar to google:

1. Open Google Calendar in your web browser
2. Next to "Other calendars" on the left, click the Down arrow.
3. Select Add by URL.
4. Enter the calendar’s address in the field provided.  
Space Minor Events Calendar link is:  
https://calendar.google.com/calendar/ical/g645jabuh4va9sb9sc8lbcspv8%40group.calendar.google.com/public/basic.ics

5. Click Add Calendar.

6. The Space Minor Events Calendar should now show up under your “other calendars” tab in google.
Outlook Calendars:

The Space Minor Events Calendar is a public calendar, so follow the steps outlined to add this calendar to outlook:

1. Open Outlook and view Calendar
2. Right click on other calendars and click add calendar. Select “from Internet”
3. Once the New Internet Calendar Subscription box pops up, enter the calendar's address in the field provided. Space Minor Events Calendar link is:  
https://calendar.google.com/calendar/ical/g645jabuh4va9sb9sc8lbcspv8%40group.calendar.google.com/public/basic.ics  

4. Click “OK”  
5. The Space Minor Events Calendar should now show up under your “other calendars” tab in outlook.