

Setting up iCal integration for iCloud Calendar

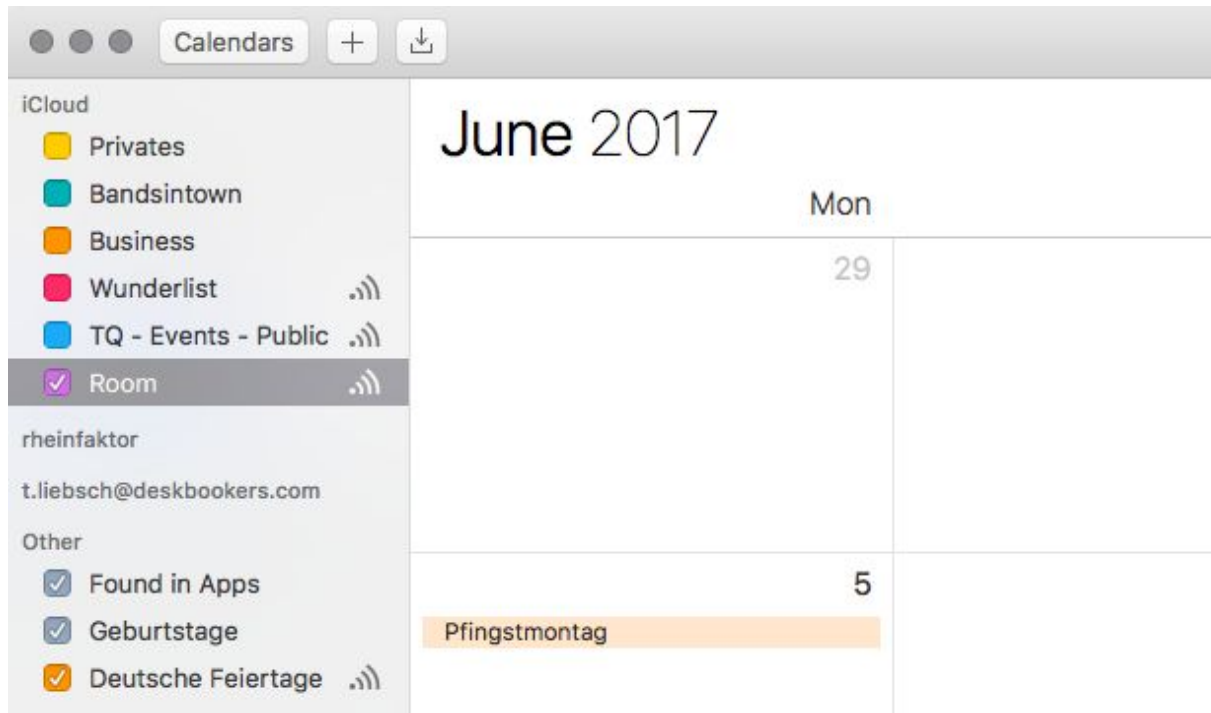
Note:

Below are instructions to connect one single space. You have to follow the same process for every space within your venue that is live on our platform and has a calendar that you would like to connect it with.


You **must** have a separate iCloud calendar for each space...e.g. Space 1, Space 2, etc. (see screenshot in Step 1 to see example)

Step 1:

Go into your iCloud Calendar Overview. Hover your pointer over the calendar you want to share. Your calendars are listed on the left side of the window under "iCloud."



Step 2:

Click the Share button  to the right of the calendar name in the sidebar, then select Public Calendar. Copy the URL that appears and send it to info@Deskbookers.com , or to your contact person at Deskbookers.

