Getting Started with AddEvent Calendar

ACCESSING THE CALENDAR
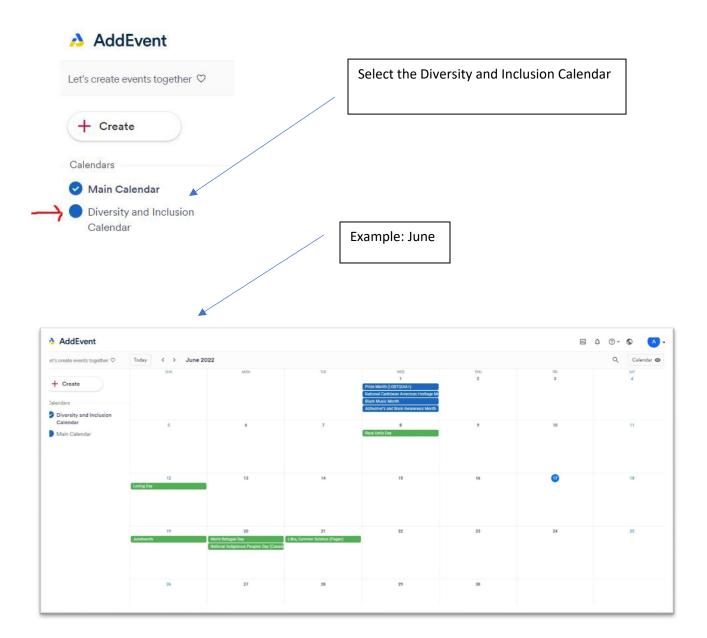
These are the direct links to subscribe:

- Google: https://www.addevent.com/calendar/Lf457993+google
- Apple: https://www.addevent.com/calendar/Lf457993+apple
- Office 365: https://www.addevent.com/calendar/Lf457993+office365
- Outlook: https://www.addevent.com/calendar/Lf457993+outlook
- Outlook.com: https://www.addevent.com/calendar/Lf457993+outlookcom
- Yahoo: https://www.addevent.com/calendar/Lf457993+yahoo
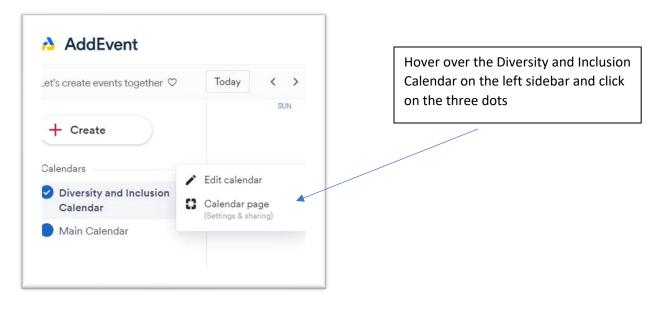
SUBSRIBE AND ADD TO PERSONAL CALENDAR

Follow one of the links above and fill out the form

CHOOSE THE CALENDAR

Select the Diversity and Inclusion Calendar

Example: June

SHARE THE CALENDAR

Hover over the Diversity and Inclusion Calendar on the left sidebar and click on the three dots

Scroll down to find directions for sharing the calendar in newsletters, emails, websites (buttons and embedded calendars, as well as direct links to subscribe to the calendar.

Example

ADD TO CALENDAR

- ➢ Enter month-long celebrations in blue on the first day of the month
- ➢ Enter day-long events in green

THU	FRI	SAT
	1	2
	Canada Day (Canada)	
	French American Heritage Month	
7	8	9
		Eid al-Adha (Muslim)
14	15	16
Bastille Day		