How do I subscribe to the calendar with Apple Calendar?

Michael C. - 2022-12-22 - Events

MemberNova offers the ability to subscribe to a Calendar of Events. As events are added to the website calendar, they will show up automatically on your personal calendar.

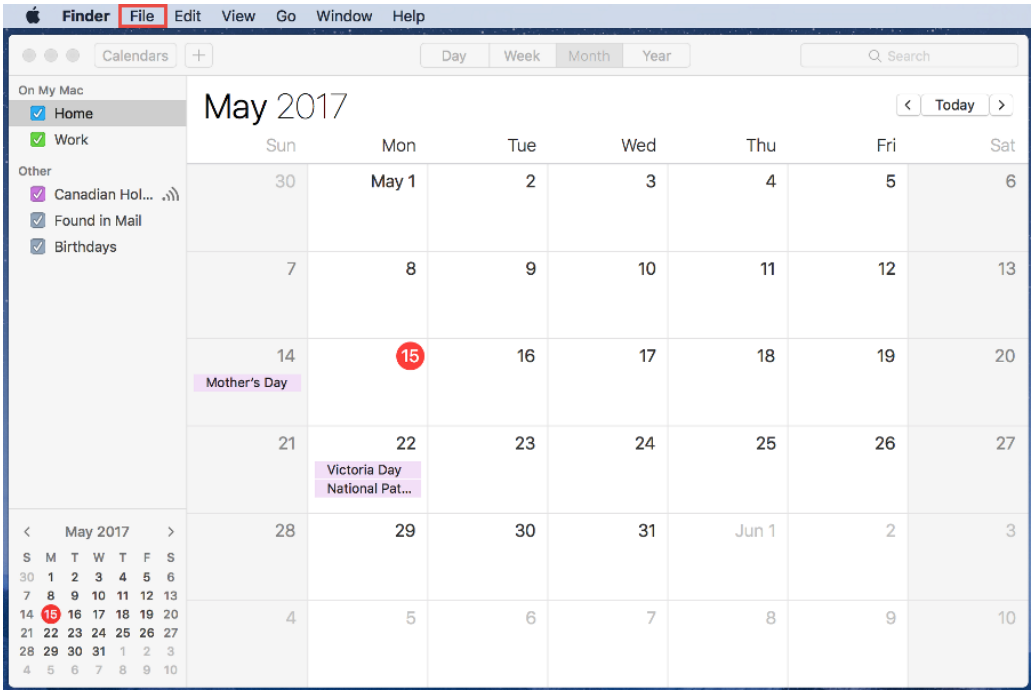
You can find the subscription URL on your MemberNova website's calendar page. Please see the **Subscribing to a Calendar** article for more information.

Note

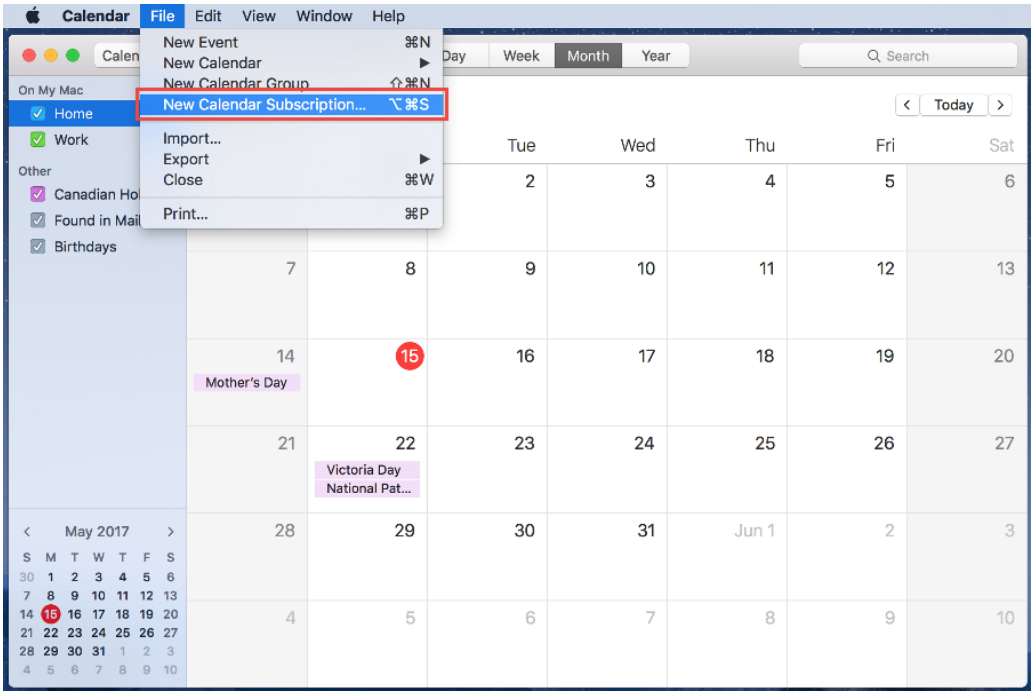
This guide applies to Calendar 8 and newer on MacOS 10.11, but should also work on older versions.

Adding the Subscription

1. With **Apple Calendar** open, click **File** on the menu bar.



2. Select **New Calendar Subscription**.



3. In the **Calendar URL** box paste the Calendar Subscription URL, which is found on your MemberNova website's calendar page.

4. Click the blue **Subscribe** button.

5. In the **Name** field, enter a memorable name for the Calendar.

6. Next, from the **Auto-Refresh** drop down we recommend choosing **Every Day**.

7. Click **OK** to finish adding the subscription to your Calendar.

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