Accessing the Seminar Schedule from your Calendar or Phone:

We have exported the schedules on the Web Seminar Scheduler to ICAL so that you can view the schedules in your favorite calendar software.

The ICAL links are available at the bottom of each **seminar list** page:

If you build one or more of these into your calendar, it will read from the Web Seminar Scheduler and display in your calendar. Your calendar will be updated regularly. Note that changes you make in your calendar are not transferred back to the Web Seminar Scheduler. The Web Seminar Scheduler is the definitive place for all seminars and meetings. Please only make changes to seminars and meetings on the Web Seminar Scheduler.

To link the ical file with your calendar:

FIRST GET THE URL FROM THE SEMINAR SCHEDULER

Right-Click the ICAL: ICAL link at the bottom of the seminar list page of interest. Select “copy link location” in Firefox or “copy shortcut” in Internet Explorer.

The link should look similar to: *http://ipl.econ.duke.edu/seminars/slist/ical/dupri/2012/all*

IN GOOGLE CALENDAR

Click on ADD under OTHER CALENDARS, click on ADD BY URL, enter the URL, click on ADD CALENDAR

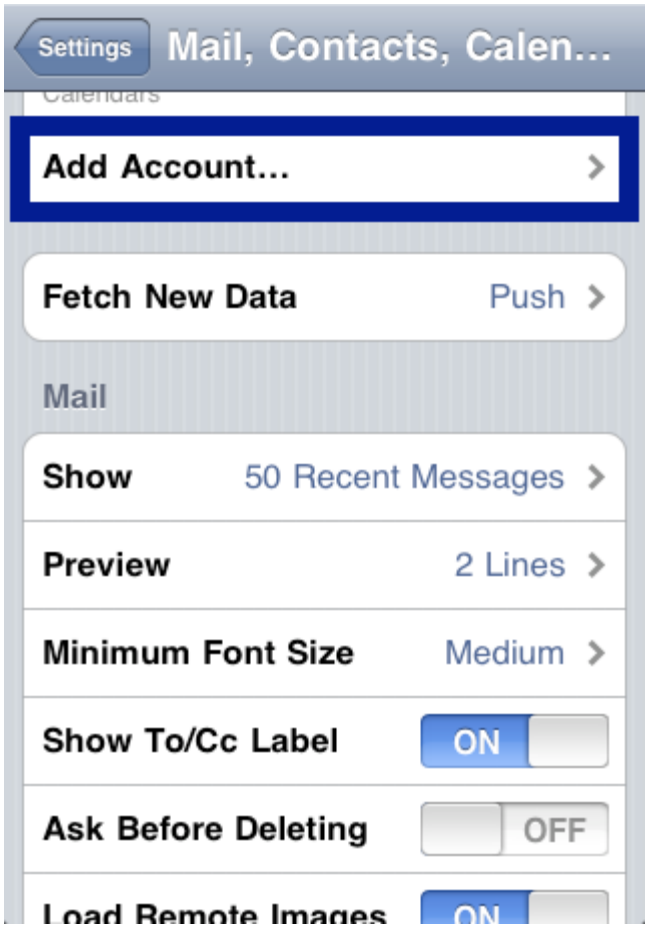
ON A MAC

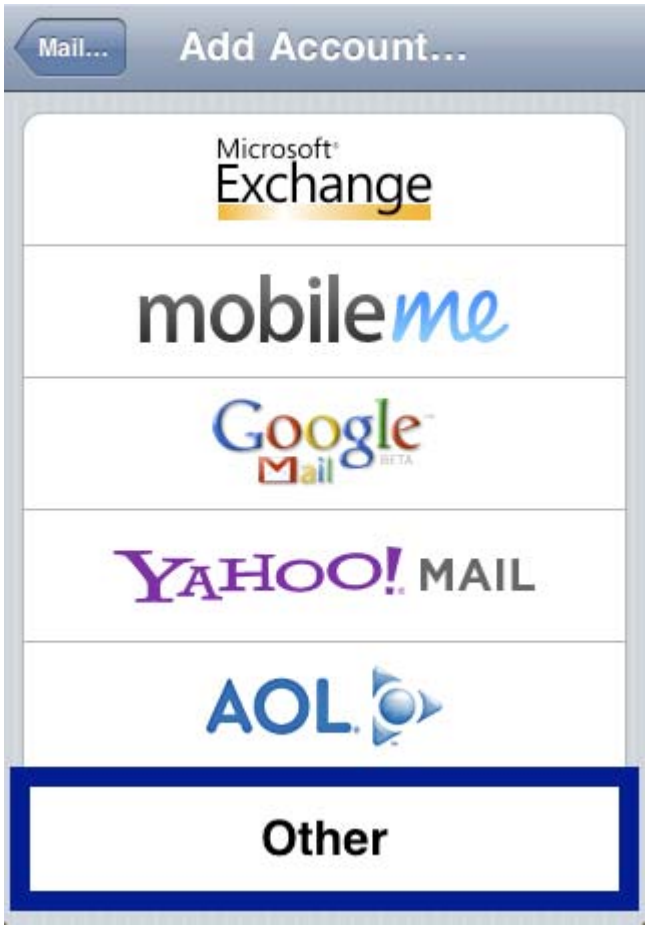
From iCal, go to Calendar > Subscribe...(or, hit apple-option-S),
enter the URL in the relevant field. In that same dialog, you can assign a color, attach a title and description to the recurring event, and also determine which information to import from PMWS, and how often to poll PMWS for updates.

ON AN IPHONE

Go to the Settings-menu and click on Mail, Contacts, Calendars. Click on Add Account. Click on OTHER: Click on ADD SUBSCRIBED CALENDAR. Enter the URL in SERVER. Leave Username and Password blank. Click on SAVE.

Click on Add Account


Settings
Mail, Contacts, Calen...
Add Account...
Fetch New Data
Push
Mail
Show
50 Recent Messages
Preview
2 Lines
Minimum Font Size
Medium
Show To/Cc Label
ON
Ask Before Deleting
OFF
Load Remote Images
ON


Mail...
Add Account...
Microsoft Exchange
mobileme
Google Mail
YAHOO! MAIL
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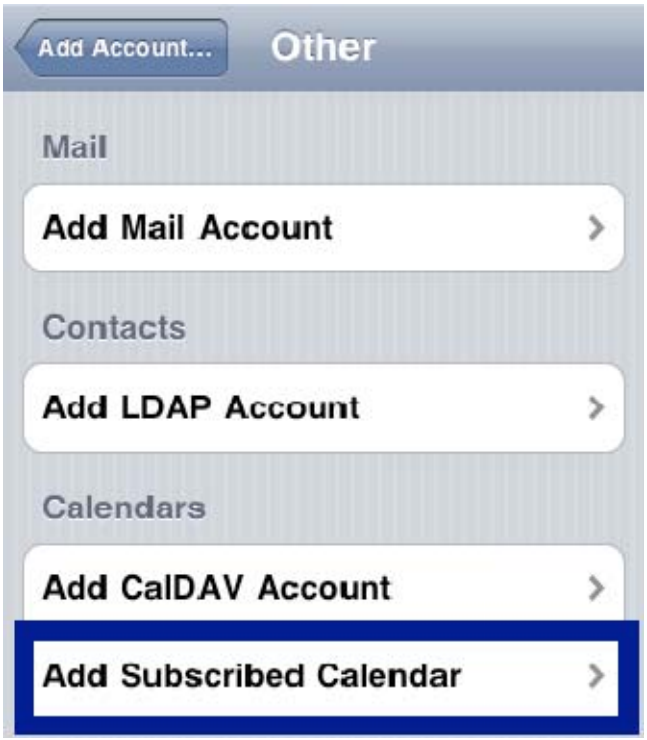
Other

Click on OTHER :



Click on ADD SUBSCRIBED CALENDAR. Enter the URL in SERVER. Leave Username and Password blank. Click on SAVE.

The subscribed calendar now shows up next to your other calendars. It updates automatically based on the schedule you have set for updating mail. When set to “Manually” it updates as soon as you access the calendar.