

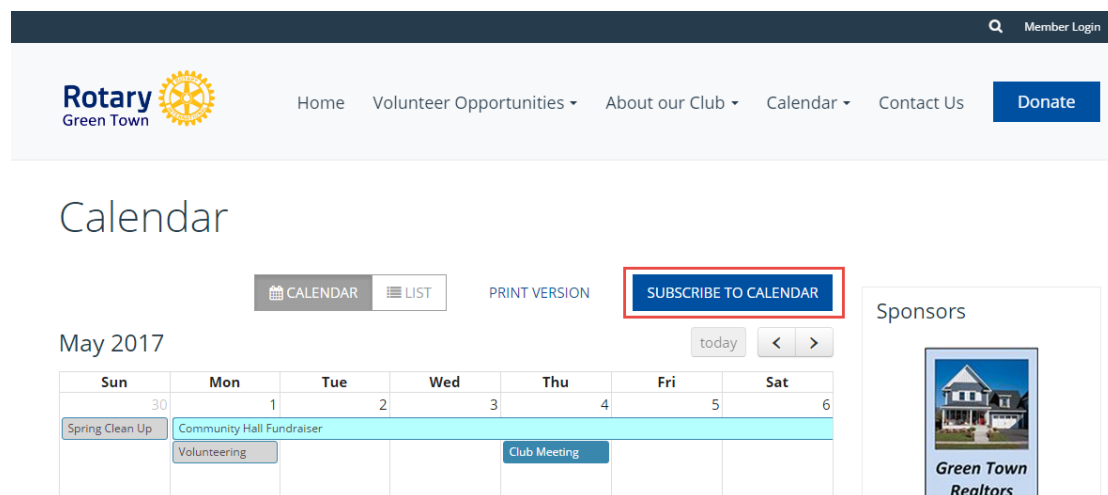
ClubRunner

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How do I subscribe to a calendar with Apple Calendar?

Michael C. - 2021-02-11 - [Support](#)

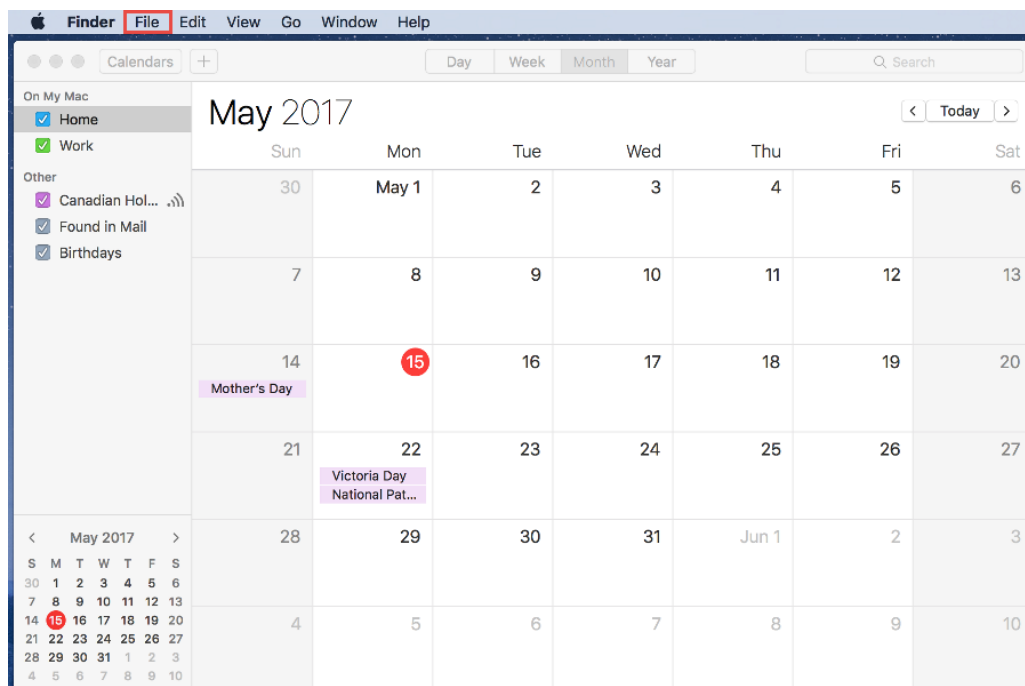
ClubRunner websites now offer the ability to subscribe to a Calendar of Events. As events are added the website they will show up automatically on your personal calendar. **You can find the subscription link on your ClubRunner website's calendar page.**



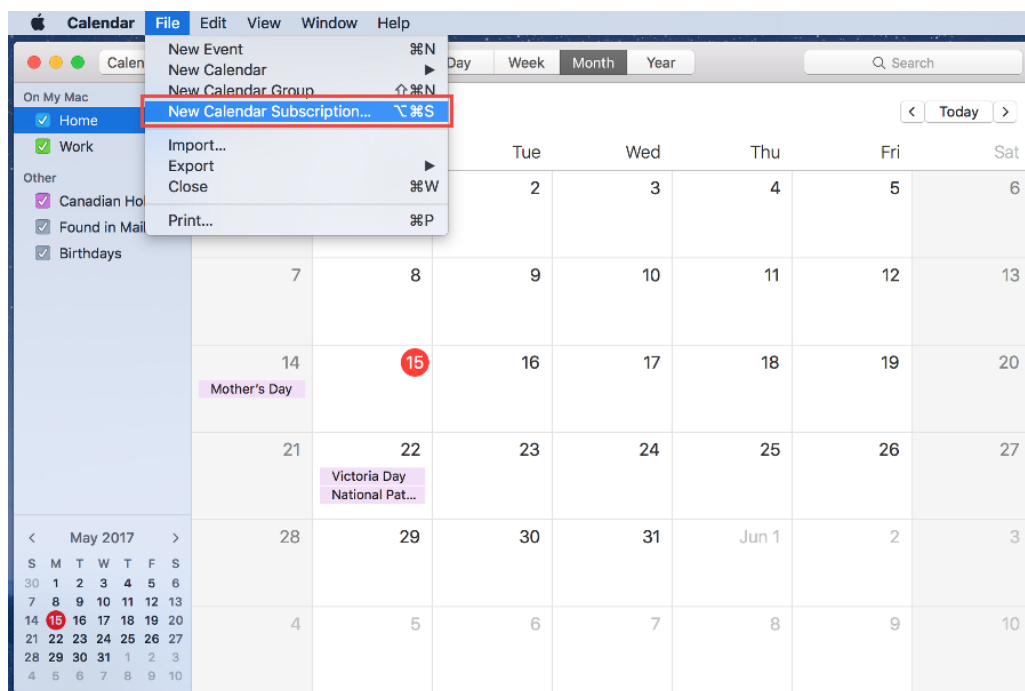
Note: This guide applies to Calendar 8 and newer on MacOS 10.11, but should also work on older versions.

Adding the Subscription

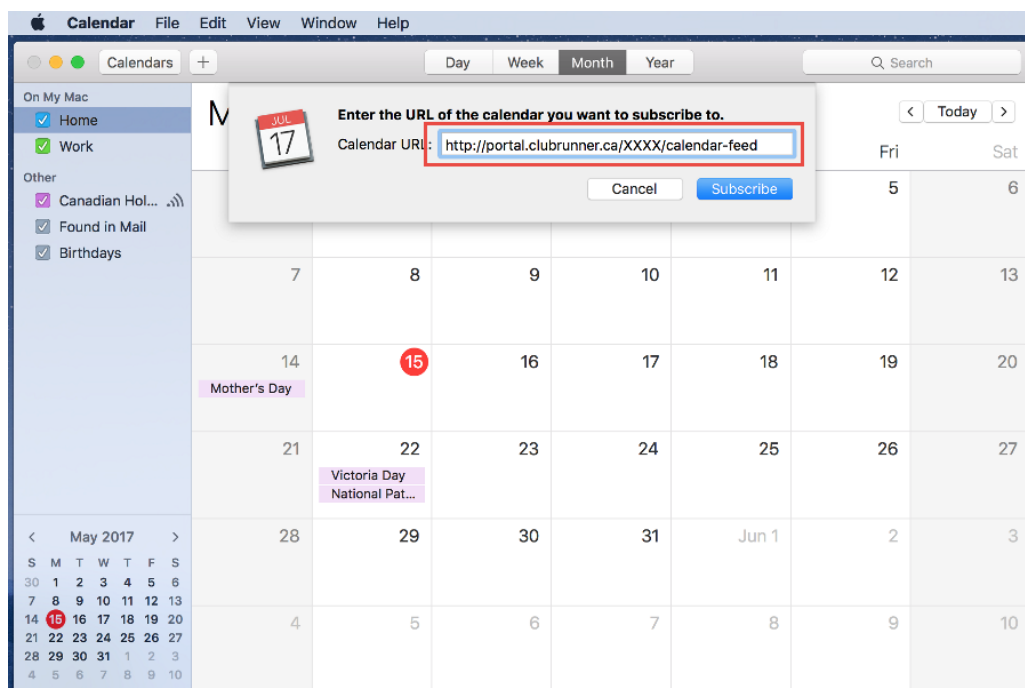
1. With Calendar open, from the menu bar click on **File**.



2. Now that the menu is open select **New Calendar Subscription**.

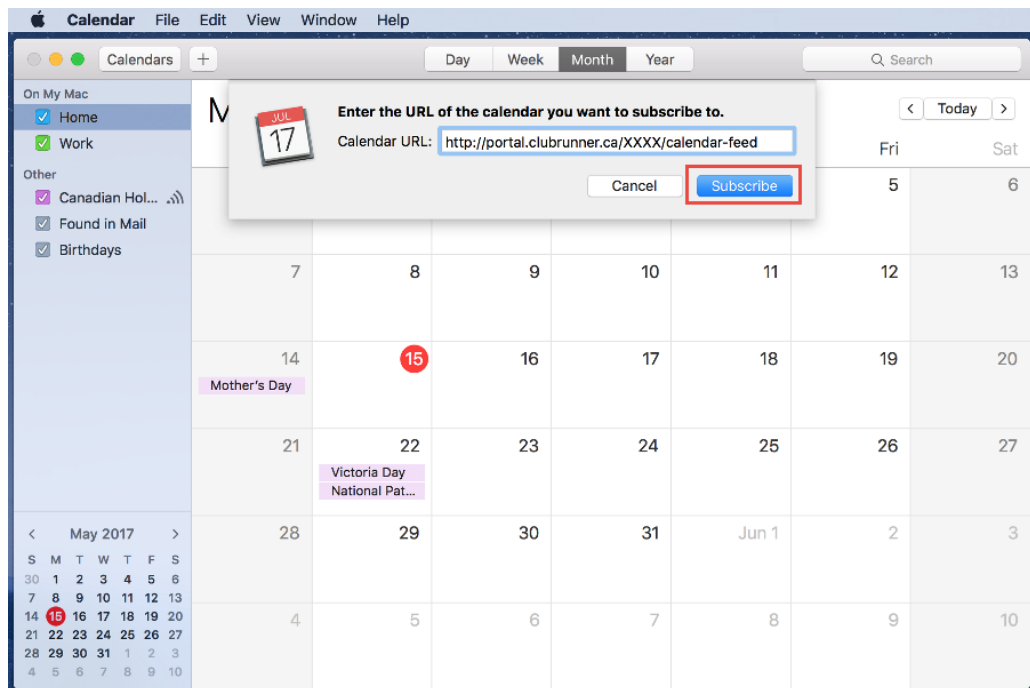


3. In the **Calendar URL** box paste the Calendar Subscription URL.



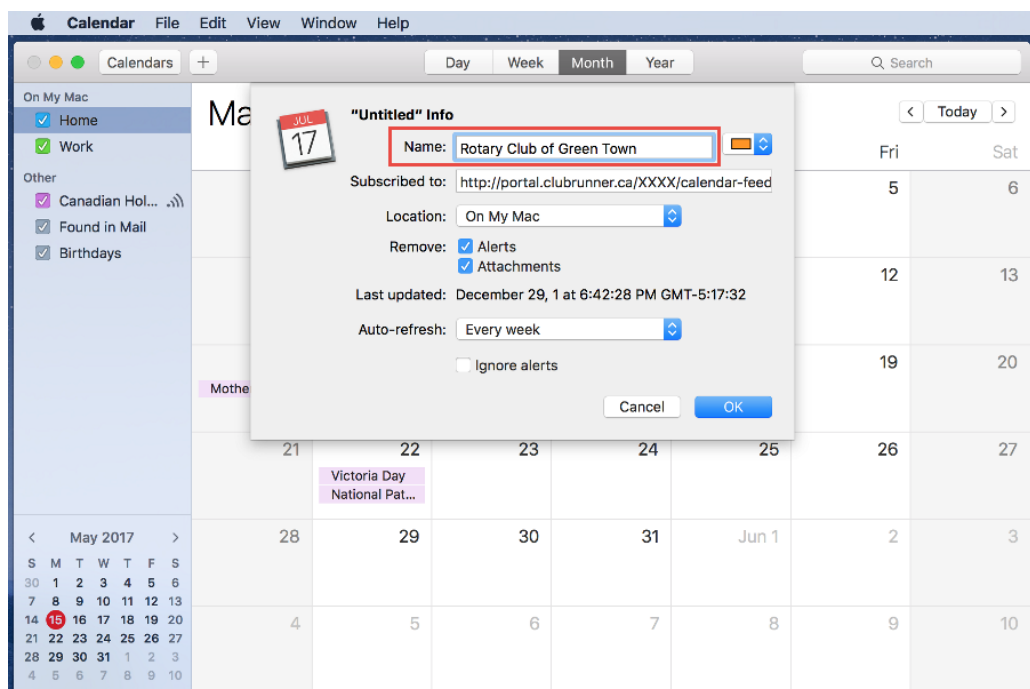
Note: Please note that <http://portal.clubrunner.ca/XXXX/calendar-feed> is a placeholder URL. You would need to replace the XXXX with your Club's ClubRunner ID, or use the URL from your Club's "Subscribe to Calendar" button.

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



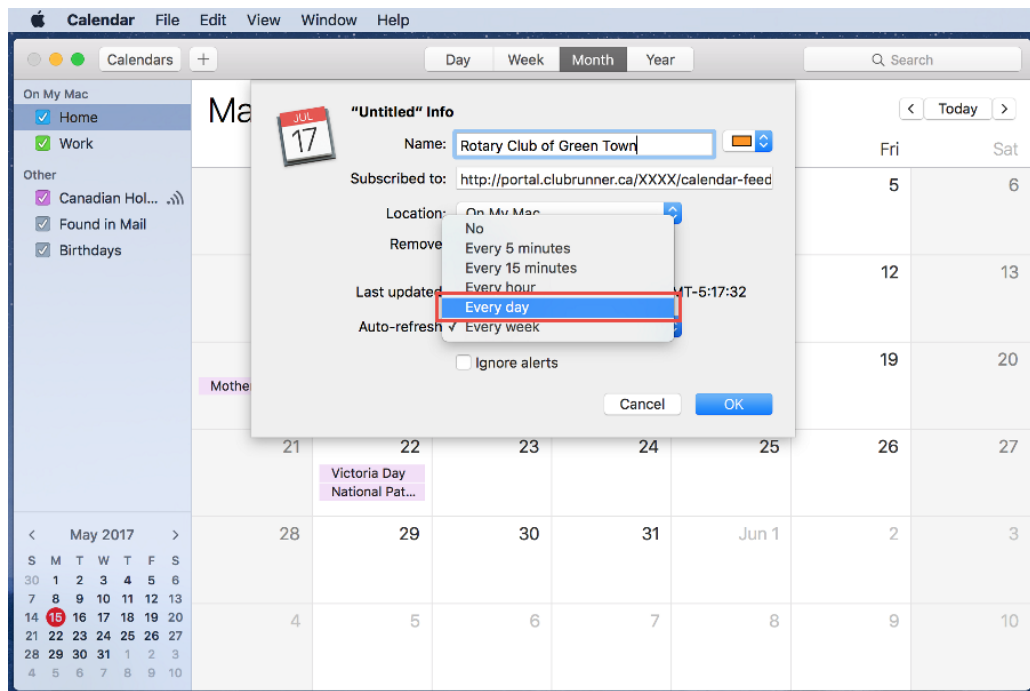
Note: Please note that <http://portal.clubrunner.ca/XXXX/calendar-feed> is a placeholder URL. You would need to replace the XXXX with your Club's ClubRunner ID, or use the URL from your Club's "Subscribe to Calendar" button.

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

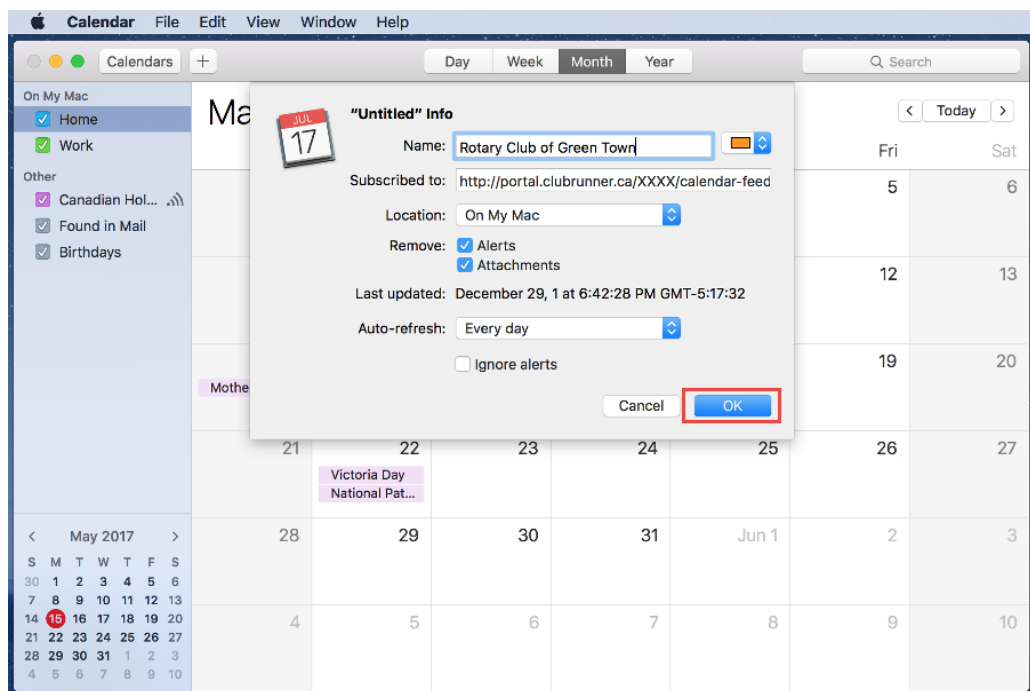


Note: Please note that <http://portal.clubrunner.ca/XXXX/calendar-feed> is a placeholder URL. You would need to replace the XXXX with your Club's ClubRunner ID, or use the URL from your Club's "Subscribe to Calendar" button.

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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