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See team events in your phone calendar

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Add your team calendar to Apple Calendar, Google Calendar or Outlook.

You can see team events in the calendar app on your phone or computer, next to your own events.

Subscribe

1. Open the **Calendar**. In the left sidebar, find **Subscribe (ICS)**, described as a "Team feed for Apple Calendar, Google Calendar, Outlook, etc."
2. Select **Copy URL** or **Copy webcal**. They're two versions of the same link; use whichever your calendar app accepts.
3. In your calendar app, add a calendar by web address (sometimes called "subscribe" or "from URL") and paste the link.

Team events now show in your app. Changes can take a while to appear, depending on your calendar app.

Stop an old link from working

Select **Rotate** to make a brand-new link. The old link stops working, so anyone using it needs the new one. Do this if the link was shared with someone who shouldn't see your schedule.

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