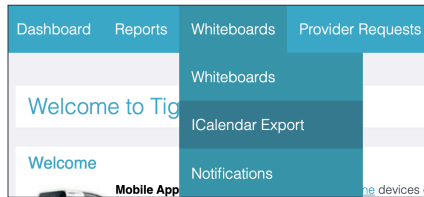TigerConnect Physician Scheduling
Subscribing to a TigerConnect Physician Scheduling iCalendar

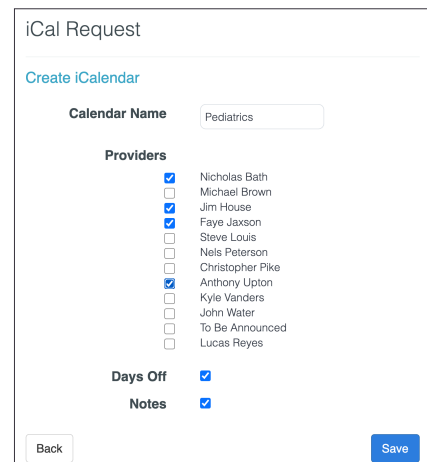Subscribing to a TigerConnect Physician Scheduling iCalendar *(iCal)* feed allows you to share calendar data between your TigerConnect Physician Scheduling calendar and your personal calendars through calendar applications like iOS, Google Calendar, and Outlook. The data is continuously synced and is read-only.
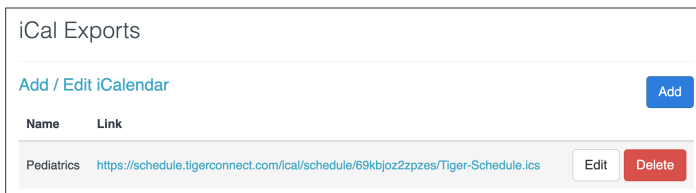
Creating Your iCal Link

1. Log into the TigerConnect Physician Scheduling web app at https://schedule.tigerconnect.com and go to: **Whiteboards > iCalendar Export**. Click **Add** on the next screen.

Dashboard	Reports	Whiteboards	Provider Requests
		Whiteboards	
Welcome to Tig		ICalendar Export	
Welcome		Notifications	
Mobile App			ne devices c

iCal Exports

Add / Edit iCalendar   [Add]

Name   Link

2. Name the calendar and select the Providers whose TigerConnect Physician Scheduling work calendars you want synced wtih your personal calendar. Select the "Days Off" and "Notes" checkbox if you want the Providers days off within TigerConnect Physician Scheduling to also be synced to your personal calendar. Select Save.
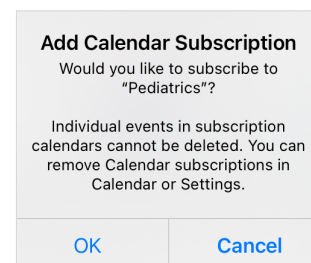
iCal Request

Create iCalendar

Calendar Name   Pediatrics

Providers
- ☑ Nicholas Bath
- ☐ Michael Brown
- ☑ Jim House
- ☑ Faye Jaxson
- ☐ Steve Louis
- ☐ Nels Peterson
- ☐ Christopher Pike
- ☑ Anthony Upton
- ☐ Kyle Vanders
- ☐ John Water
- ☐ To Be Announced
- ☐ Lucas Reyes

Days Off ☑
Notes ☑

[Back]   [Save]

3. Copy the link and email it to yourself for reference.

iCal Exports

Add / Edit iCalendar   [Add]

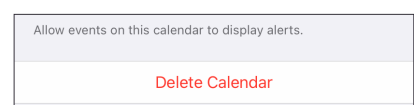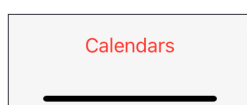| Name	Link		
Pediatrics	https://schedule.tigerconnect.com/ical/schedule/69kbjoz2zpzes/Tiger-Schedule.ics	Edit	Delete

Installing and Removing Your iCal Link on iOS

Installing
1. On your iOS device, open the email containing the TigerConnect Physician Scheduling iCal.
2. Select the link that ends in .ics and you will be prompted to subscribe.
3. Select OK.

Add Calendar Subscription
Would you like to subscribe to "Pediatrics"?

Individual events in subscription calendars cannot be deleted. You can remove Calendar subscriptions in Calendar or Settings.

OK   Cancel

Removing
1. Open up the Calendar app on your iOS device.
2. Tap Calendars at the bottom of your screen.

3. Tap on the ⓘ next to the Subscribed calendar.
4. Tap Delete Calendar.

Monday
10

Calendars

SUBSCRIBED
✔ Pediatrics   ⓘ

Allow events on this calendar to display alerts.

Delete Calendar

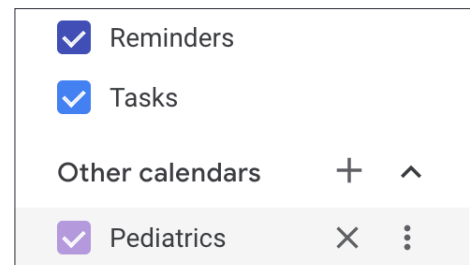## Installing and Removing Your iCal Link on Android/Google Calendar

Installing
1. Open your Google Calendar in your Gmail account.
2. Click on the "+" next to Other calendars at the bottom left of your screen.
3. Select "From URL" from the pop-up menu.
4. Copy and paste the link into the "URL of calendar" section.
5. Click Add Calendar. Note that the calendar must be checked in order to display.
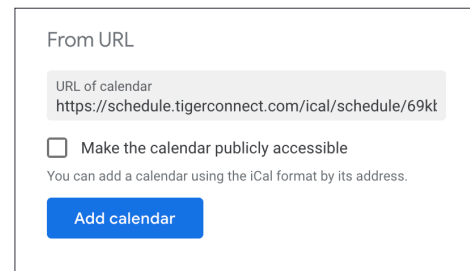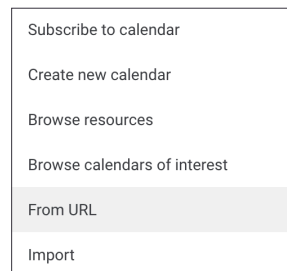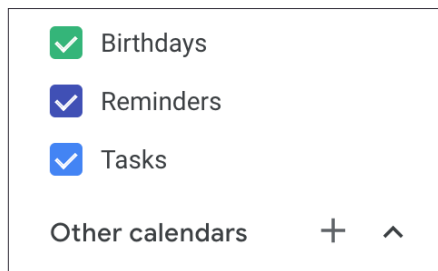
Removing
1. Hover over the TigerConnect Physician Scheduling iCal under Subscribed calendars at the bottom left of your screen.
2. Click the "X" to delete the calendar.

Installing and Removing Your iCal Link on Outlook

Installing
1. Click on the link in your Outlook inbox.
2. After the TigerConnect Physician Scheduling iCal has downloaded, click Open to add it to your personal calendar.

Removing
1. To remove the calendar, right click on the calendar, click delete calendar.