



APOGEE
design systems

Apogee Design Support Center

User Manual: *Using the iCal Feeds*



Using the iCal Feeds

Events Manager automatically generates an iCal feed/files for your upcoming events, which can be used to import event information into popular calendar and scheduling applications such as Google Calendar, Outlook, Thunderbird, etc.

All Future Events

You have one main iCal feed, which is the equivalent to your RSS feed in iCal format.

The calendar feed is always located in the same place, which is *yourwpsite.com/events.ics* and if you don't have permalinks enabled use *yoursite.com?ical=1*

When you visit this link directly, you'll be prompted to download an ics file, which you can then open in your calendar clients.

Single Events

You can also provide links to single event ical files, which can also be imported into calendar clients. This is useful for users wanting to add the event they are specifically interested in.

To display a link to your event ical, you need to use the `#_EVENTICALLINK` [placeholder](#) in your event formats.

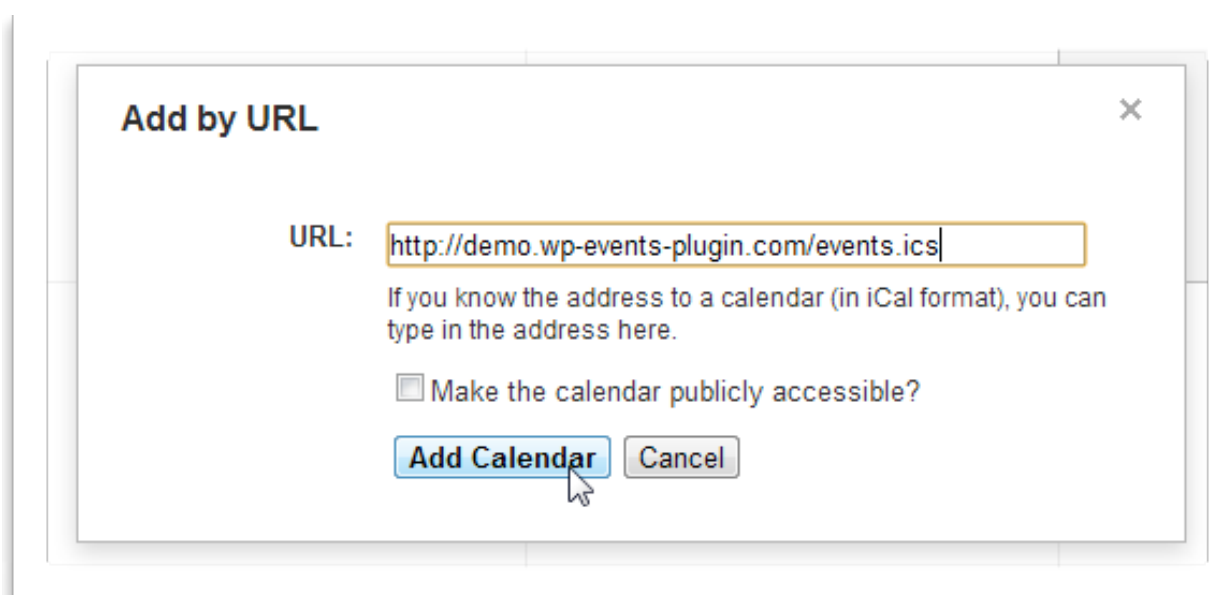
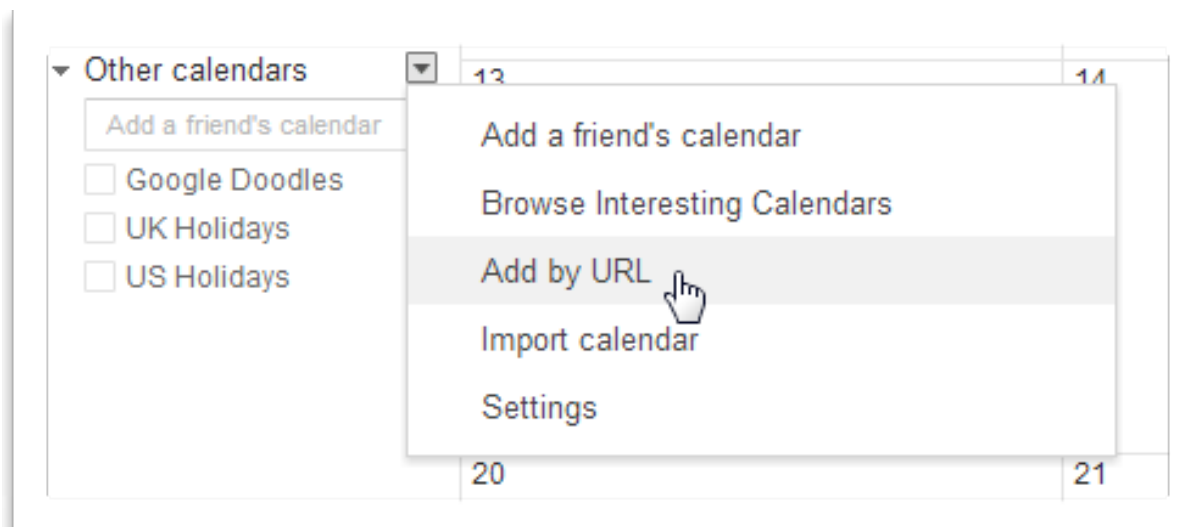
Subscribing to iCal Feeds

We currently have one button that allows you to directly import a single event into Google Calendar straight within the browser. This comes in the form of a button which is generated using `#_EVENTGCALLINK`. To subscribe to either of these feeds using other applications, you download the .ics file and open it with your favorite calendar application. Some applications allow you to subscribe to remote iCal feeds, that then gets updated when events are added, in these cases you can use the URL to the iCal feed.

Example: Subscribing to Events Using Google Calendar

As an example, we'll show you how to subscribe to our demo site iCal feed using Google Calendar.

Once you have determined the URL of your iCal feed, visit your main Calendar page, and on the left side next to *Other Calendars* you'll see a little arrow that opens a sub-menu when clicked. From there, click Add by URL and submit the iCal URL in the following popup. That's it!



Advanced: Overriding Templates

Requires knowledge of PHP and HTML. You can override the iCal calendar formatting however you like by [overriding the iCal template files](#), which are located here:

- `events-manager/templates/templates/ical.php` – The future events iCal feed
- `events-manager/templates/templates/ical-event.php` – The single event iCal