How to Import Your Canvas Calendar to Outlook

1. Log into Canvas and select the Calendar link.

2. Select the Calendar Feed link

Please contact IMG at 844-5181 or img@auburn.edu for additional help.
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3. Copy the Calendar Feed URL.

![Calendar Feed Image]

4. Navigate to cas.auburn.edu and login. Click Calendar at the bottom left.

![Calendar Navigation Image]

5. Select the Share link and then select the Add Calendar... link

![Add Calendar Image]

Please contact IMG at 844-5181 or img@auburn.edu for additional help.
6. Select the Calendar from the Internet radio button and paste in the link you copied earlier.

7. The name of the calendar can be renamed. To do so, right click the lengthy name.

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8. Select the Rename link and type in the new name

9. Your calendar is imported.

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