EvaluWise®
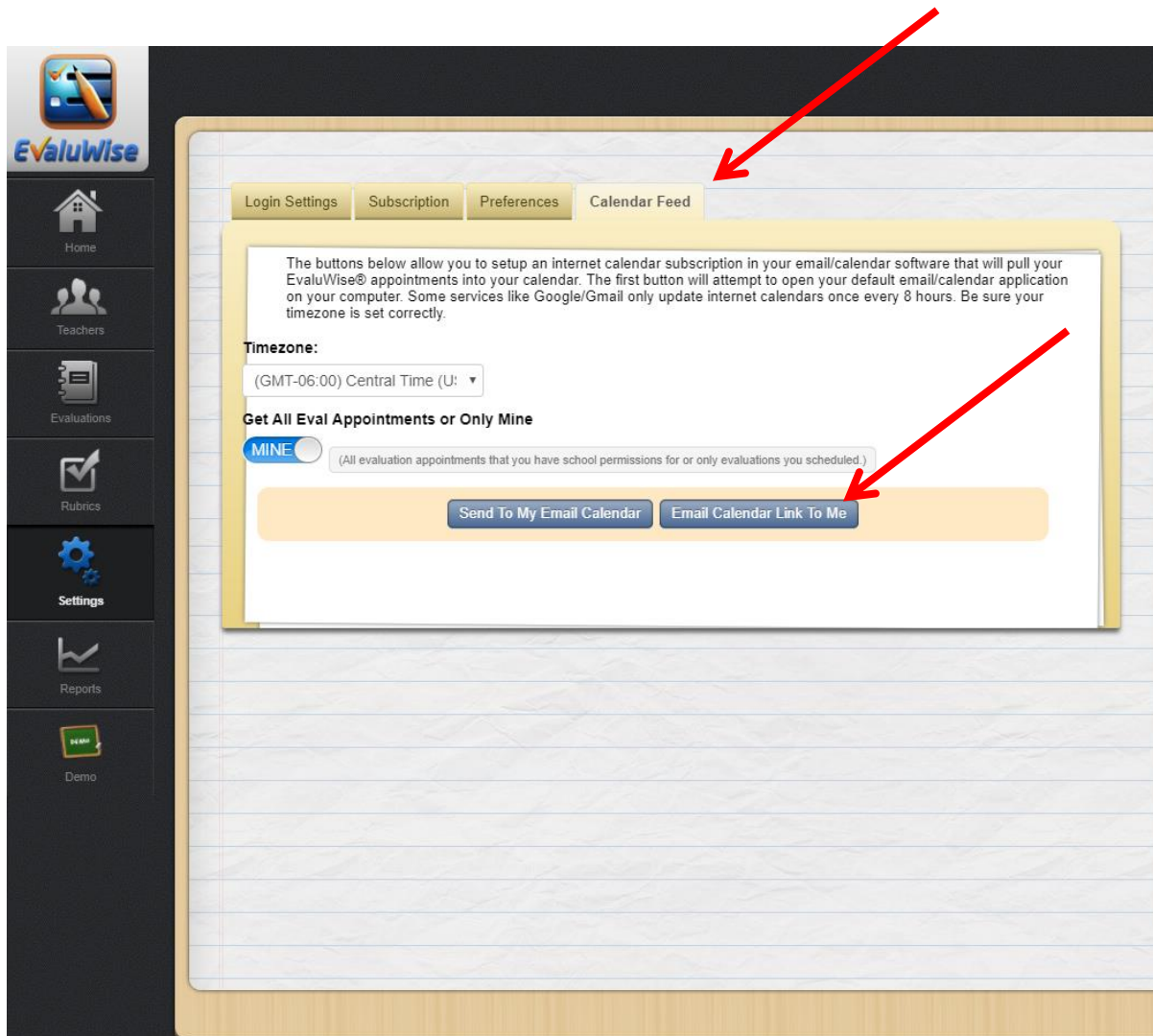
Adding the EvaluWise Calendar Feed

Google Instructions

Click on the settings button in the left-hand pane

Click on Calendar Feed then Email Calendar Link to me. If you would like to only receive calendar appointments you've scheduled be sure that the toggle is set to MINE. Otherwise you will see all appointments of teachers you have access to.

You will get an email with two links on it. Highlight the second link and copy it.

Dear Brett Housman

Here is the link you requested to set up your calendar sync with EvaluWise. Click the the following link or copy and paste it in to your email/calendar software to set up an internet calendar.

**Outlook or other application on your computer:**

webcals://www.evaluwise.org/ci/index.php/evaluations/EvaluWiseCalendar/?id=8896493135502

Gmail/Google Calendar or other online based calendar:

https://www.evaluwise.org/ci/index.php/evaluations/EvaluWiseCalendar/?id=8896493135502
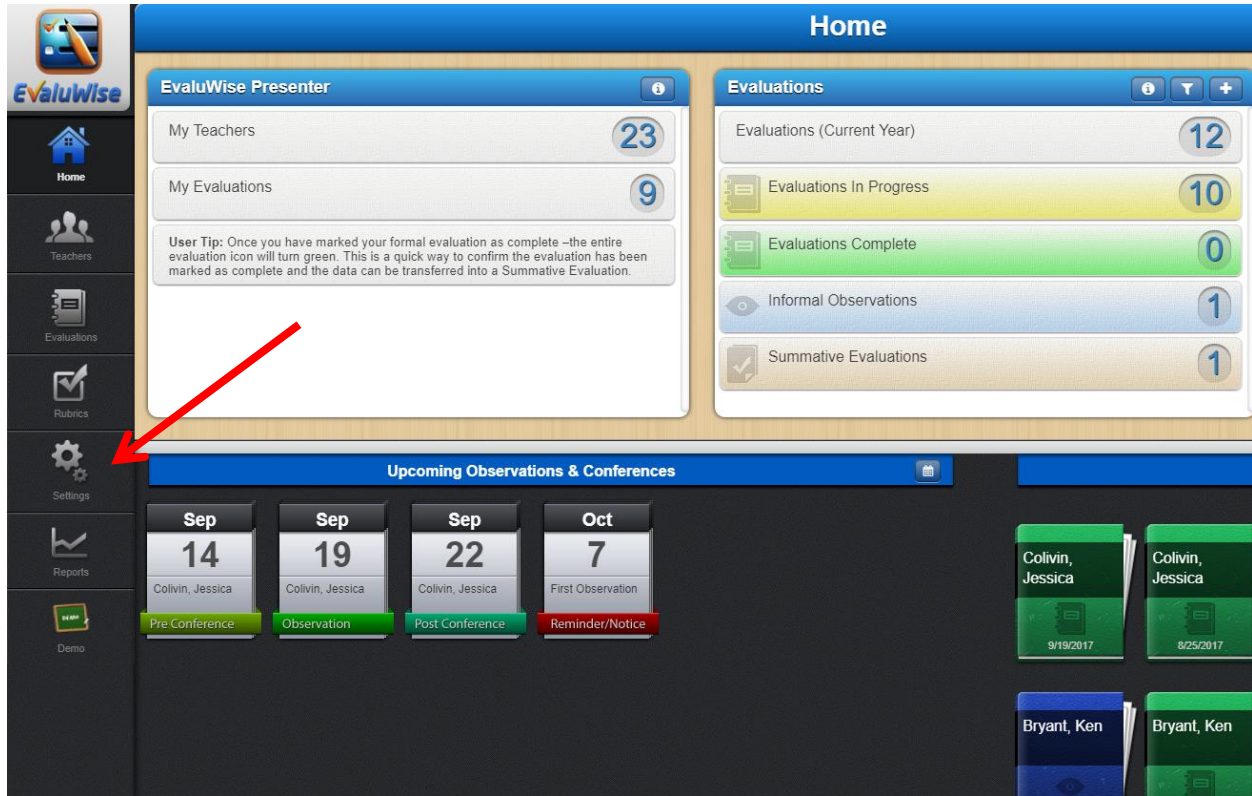
In the left hand pane of your Google calendar, click add calendar, then click from URL.
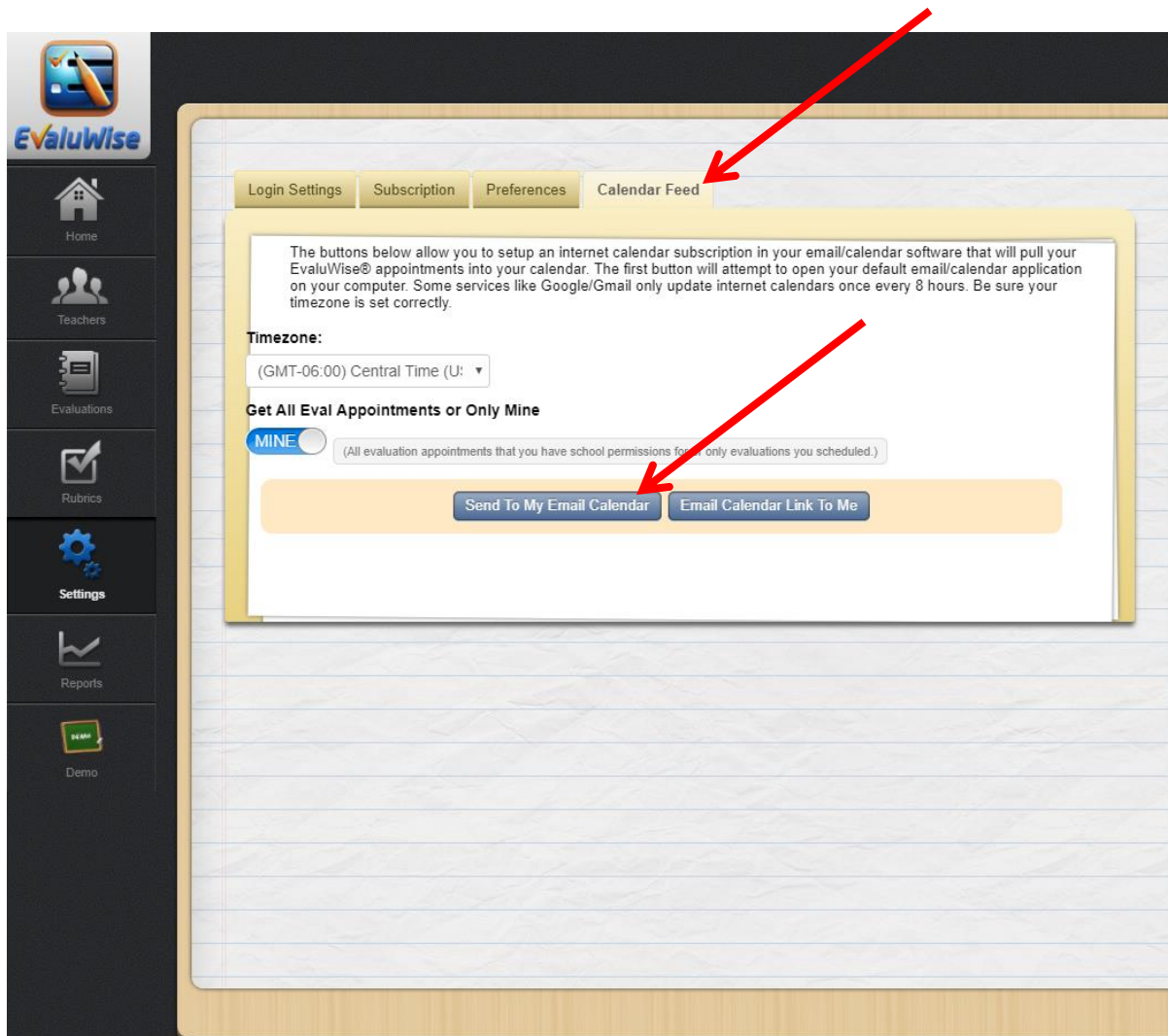Paste the link that you copied previously and click add calendar.
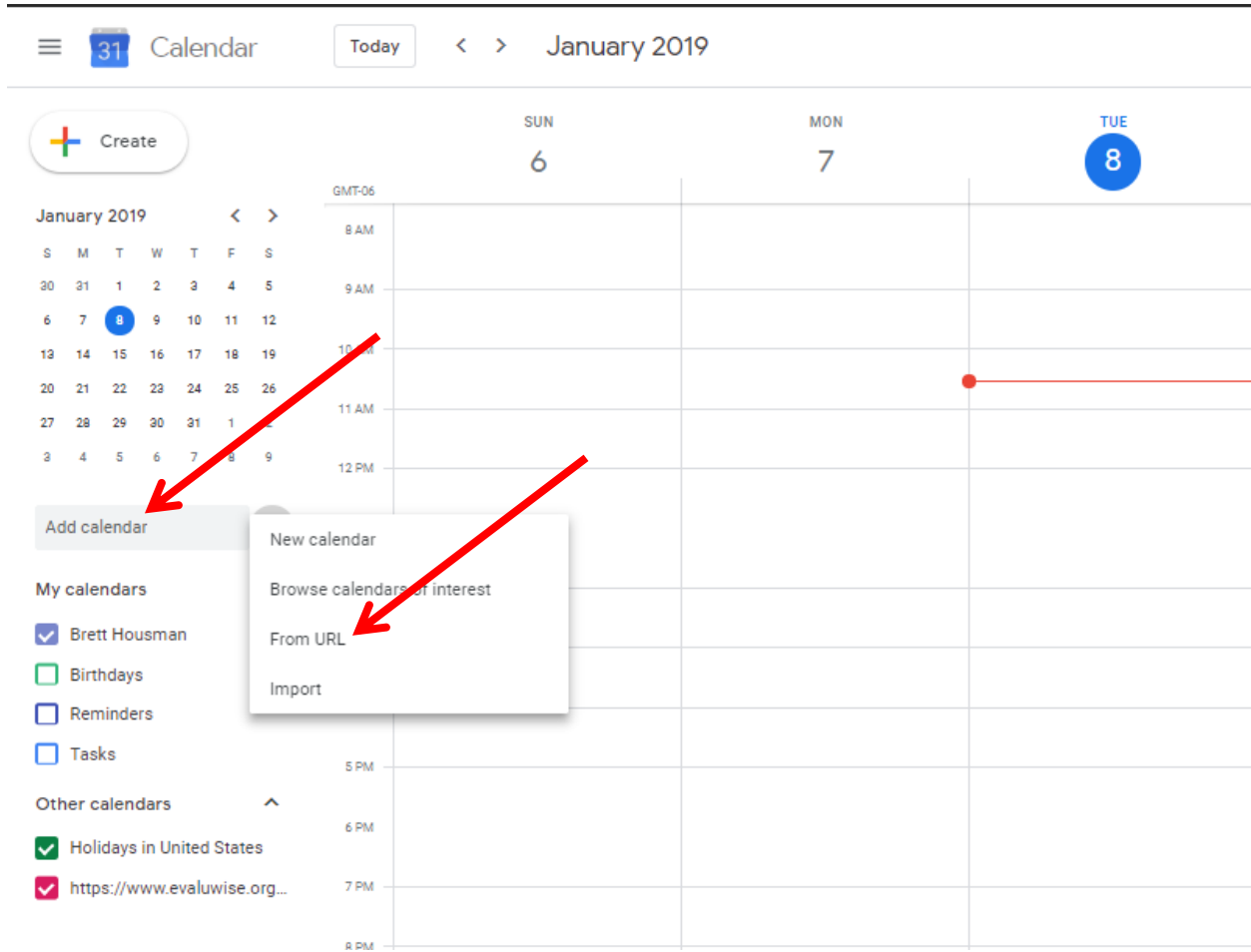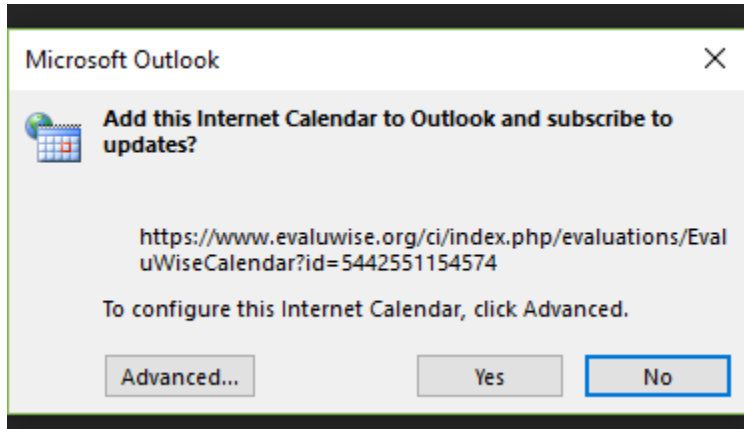
Outlook Instructions:

Click on the settings button in the left-hand pane

- Click on the calendar feed.
- Click on "Send To My Email Calendar."
- A pop up should appear asking for you to open Outlook. Accept and open outlook.

Outlook will prompt you once again to add the calendar.

Click yes and the calendar will be added within