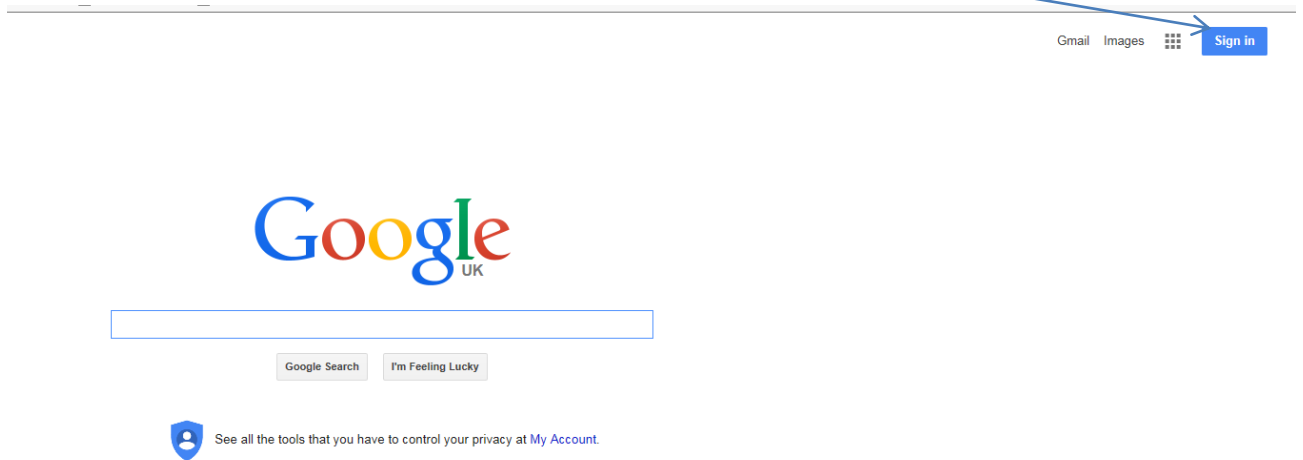


How to access the School Calendar on your mobile

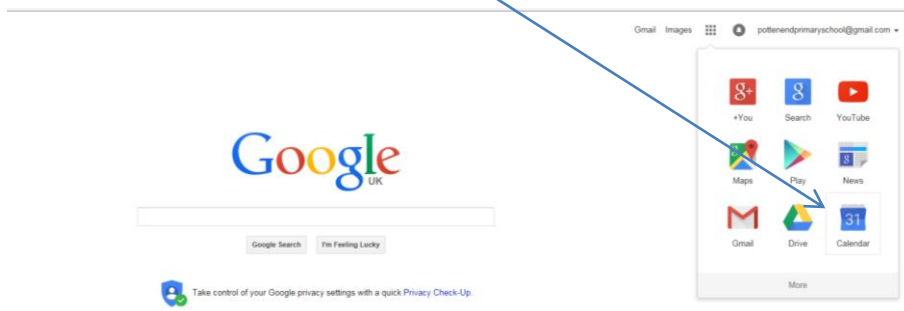
First of all you will need to have an android device, IOS device (apple ipad/phone etc.) or any device that you can download a google calendar app.

First Step on your computer:

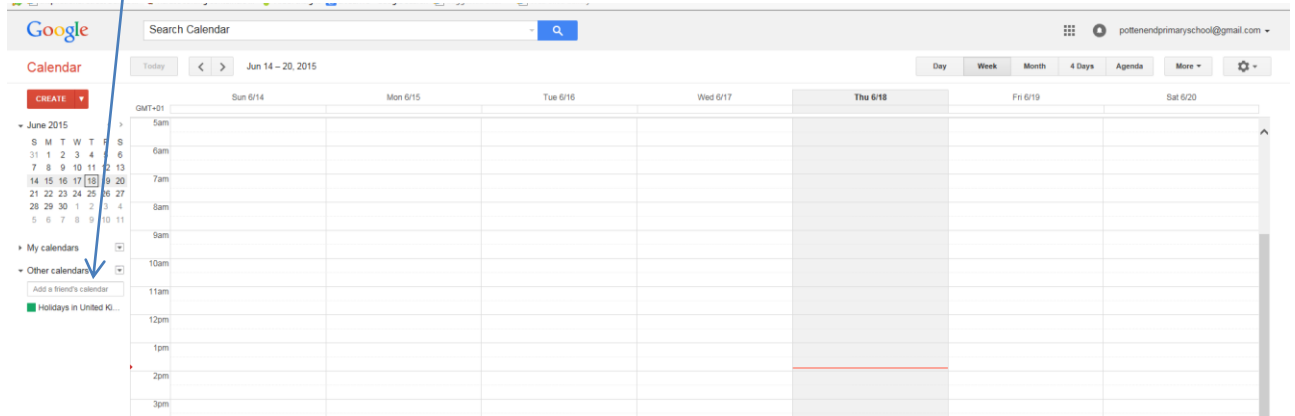
First of all you need to create or login to your google account. Do this by going to www.google.com and signing in on **your computer**.



When you have done this you can click on the button in the top right hand corner to display the apps. Click on the calendar option



When this has loaded it will look like the picture below. Click on the option to add a friend's calendar.



Enter the username

pottenendprimary@gmail.com

This should add the calendar to your google account which means you then have that option on the google calendar app.

On your device

The next step is to download the google calendar app for your device (from google play, app store or whatever you use).

Login using your username and password and then you should have the calendar on your device.