


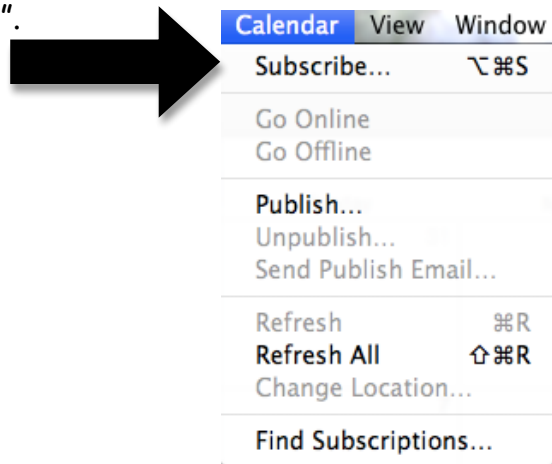
Accessing the Chatelech Parent/Student iCal Calendar

Purpose: Chatelech Secondary School provides numerous activities for students - so much so, that it's hard for students and parents to keep them organized. Therefore, we have created an iCal Calendar for students and parents to view and receive "live" information on any applicable Apple device.

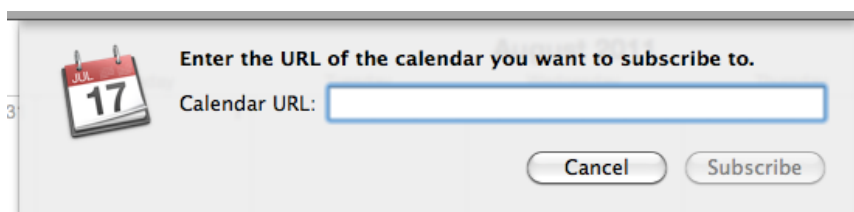
Instructions: Follow the steps below to become a Chatelech iCal member.

1. On your computer, click on the iCal icon  either found on your dock or in your applications folder in your hard drive.

2. Once iCal launches, on your top menu bar find calendar and choose "Subscribe".



3. Once clicked, a window pops up with a URL request.



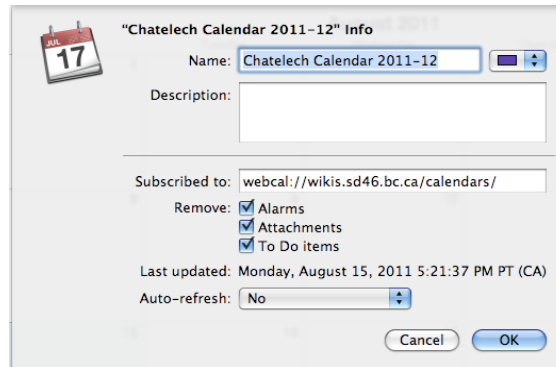
Type in the following address EXACTLY as shown (the "0" is a zero):

<webcal://wikis.sd46.bc.ca/calendars/Chatelech%20Calendar%202011-12.ics>

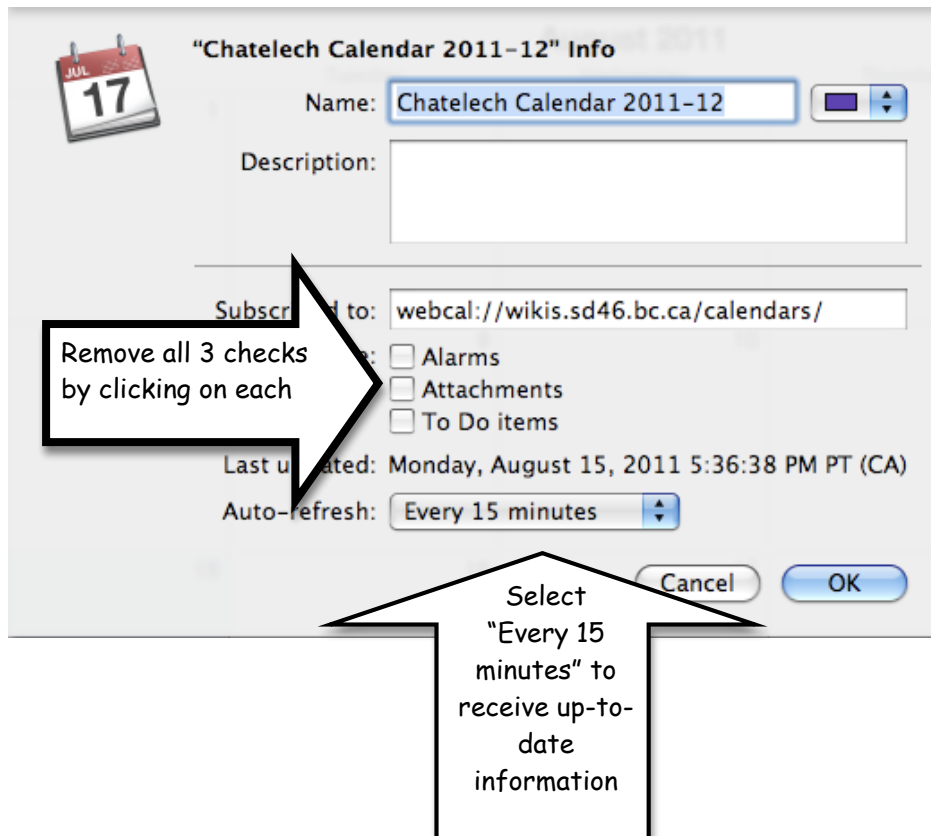
*** The most common error is the URL incorrectly inputted into the window.

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4. Once downloaded, the following information window opens:



Make the following necessary changes to receive important information in a timely matter:



Once completed, you are ready to receive important information from Chatelech Secondary School.