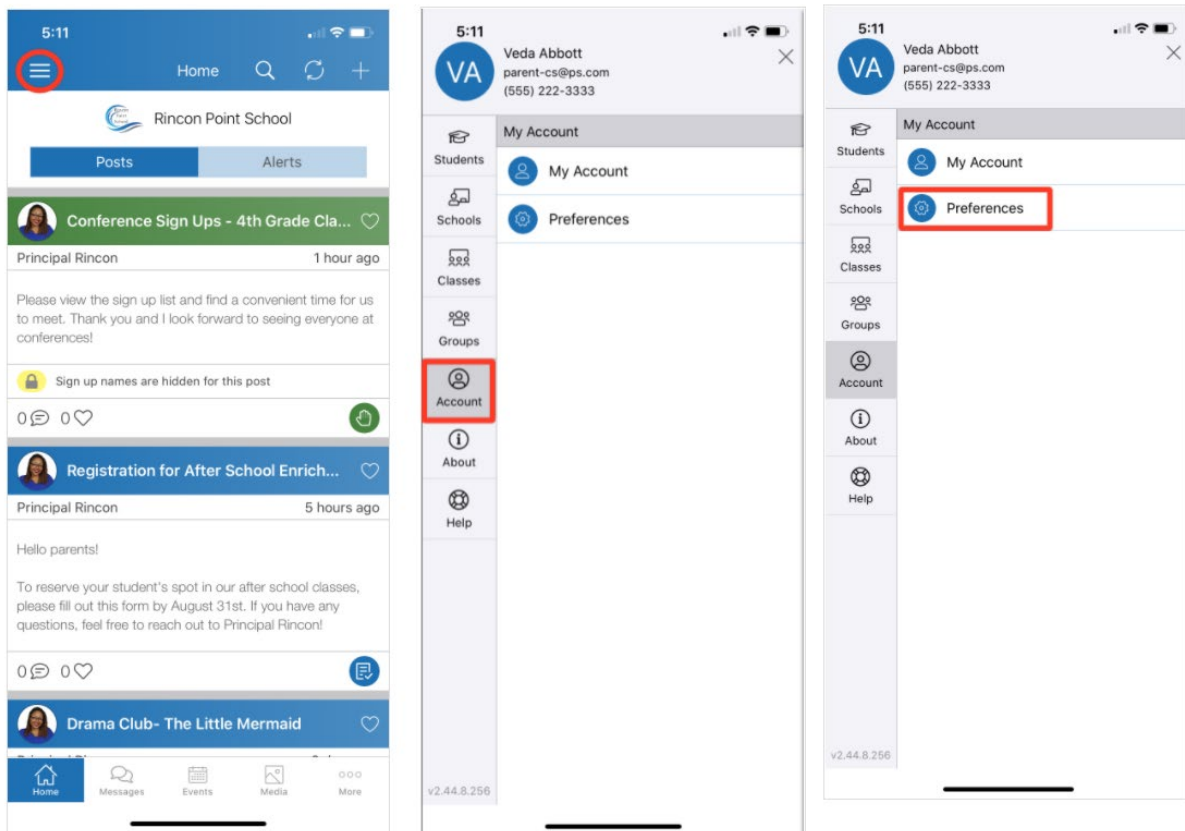
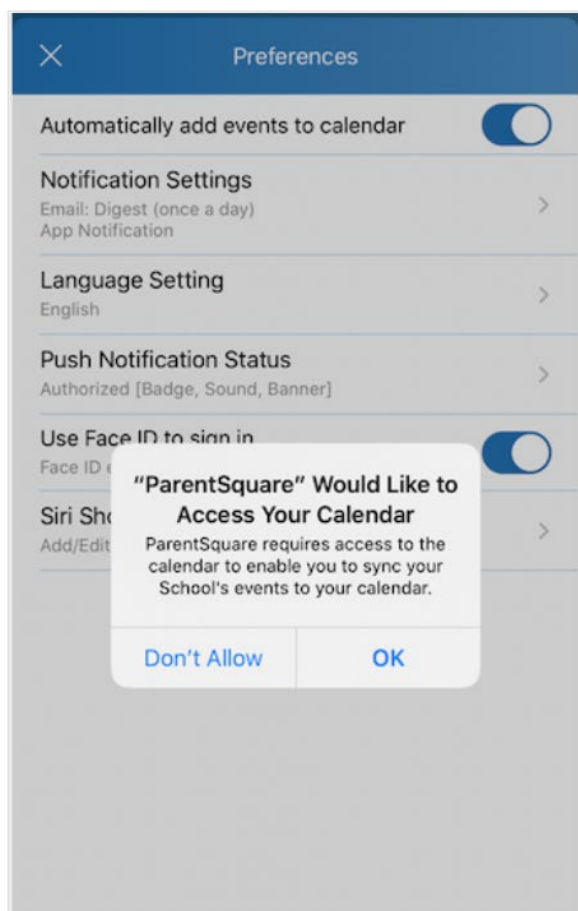
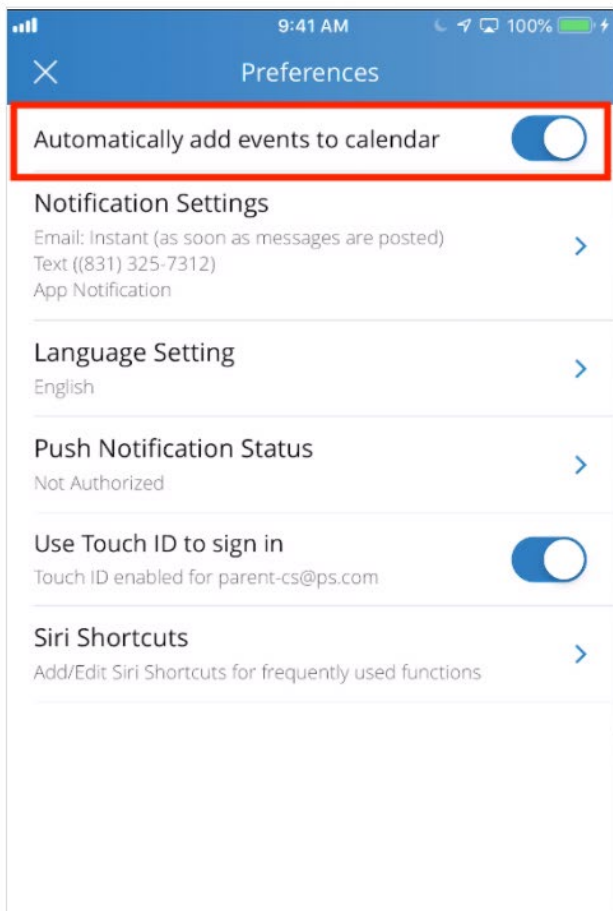


The purpose of this guide is to walk you through the steps to subscribe to a ParentSquare school calendar from your iPhone calendar.

1. Open the ParentSquare app on your phone.
2. Tap the **triple bar menu** in the upper left corner, select **Account** in the left column and **Preferences** in the middle.



3. Turn on **Automatically add events to the calendar**. If it is your first time enabling your ParentSquare calendar, you will be asked to allow access to your calendar; click **OK**.



Note: If you receive the following message, "You must allow ParentSquare access to your calendar in Settings-Privacy-Calendars in order to add events" click **OK**.

Then, on your personal phone follow these steps:

- Go to **Settings** > **Privacy** > **Calendars** > slide button to **On** for ParentSquare.