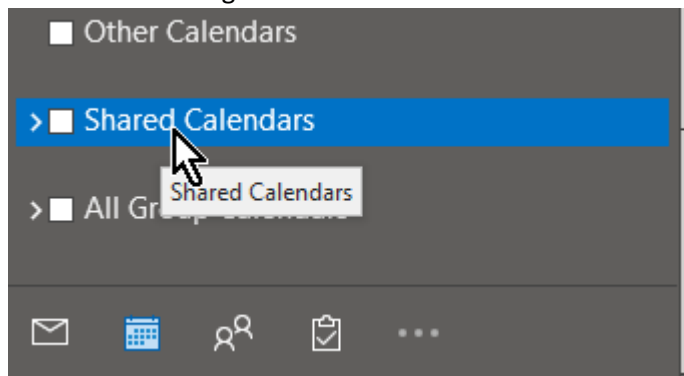


Add School 2024 Calendar to Outlook

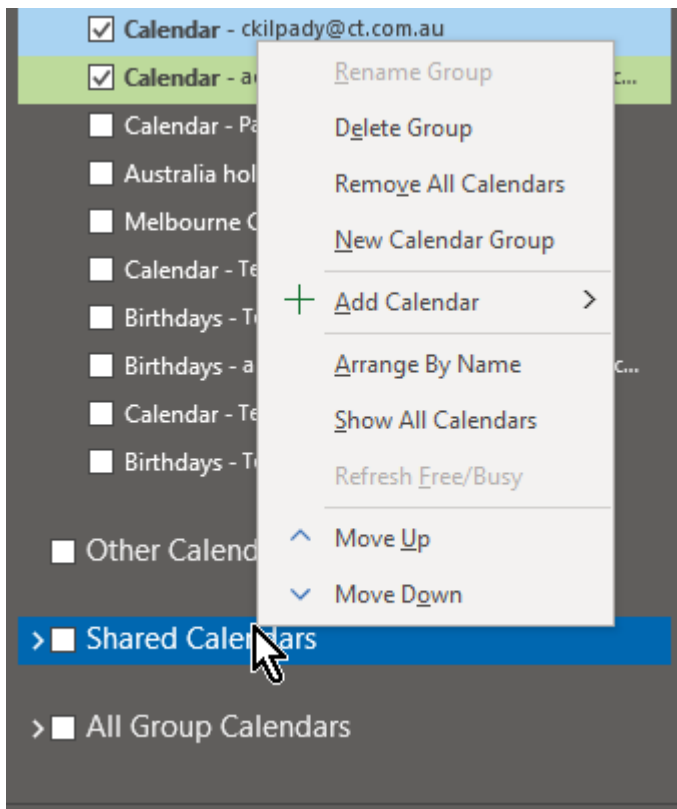
1. Click on the calendar icon on the top left pane



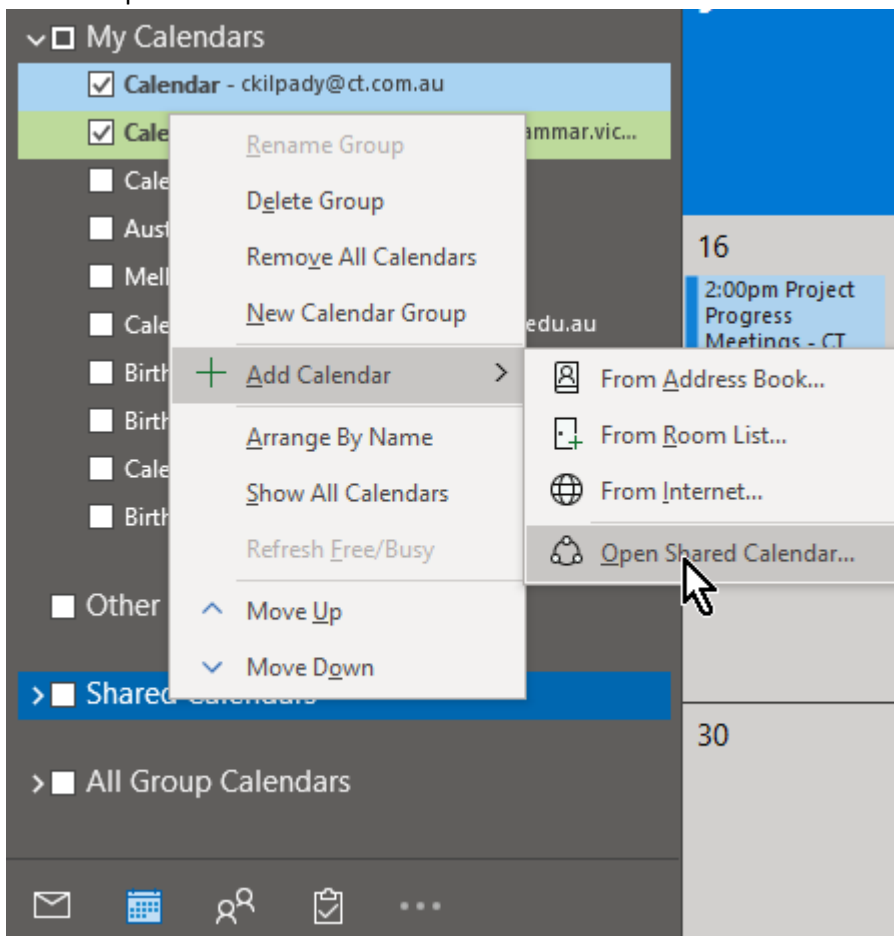
2. Scroll down and right click on Shared Calendar



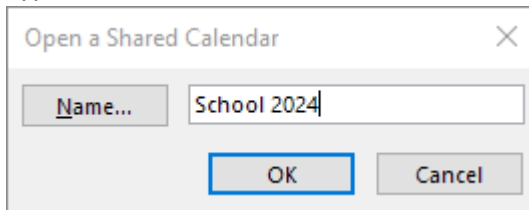
3. Select + Add Calendar



4. Click on Open Shared Calendar



5. Type in School 2024 and select OK



6. You will see the School 2024 calendar added to your Shared Calendars

