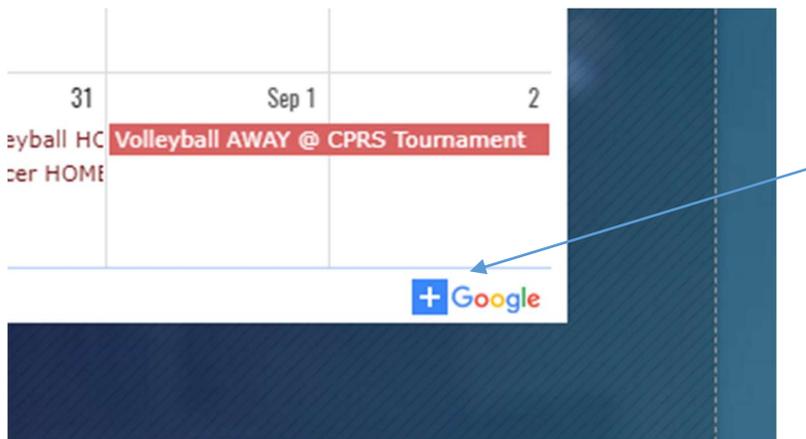


# Adding the HCS Calendar to your Phone

1. Go to the HCS Schedules page under Calendars on the Heartland Family Ministries site in a browser: <http://www.hfministries.org/hcs-schedules>
2. Click the +Google button on the bottom right hand side of the calendar.



You will be prompted to sign in to your Google account (or create an account). Once signed in, you will need to confirm that you would like to add this calendar to your calendars. Once you have confirmed, the calendar has been added to your Google account.

3. There are several ways to add Google calendars to your phone.
  - a. You can download the Google calendar app in the app store.
  - b. If you have an iPhone, you can sync Google Calendar with the Calendar app that comes on your iPhone or iPad.
    1. Open the Settings app on your iPhone or iPad.
    2. Tap **Calendar**.
    3. Tap **Accounts**.
    4. Tap **Add account** > **Google**.
    5. Enter your email address > **Next**.
    6. Enter your password. If you don't have the latest operating system and you use 2-Step Verification, enter an app password instead of your regular password.
    7. Touch **Next**.
    8. Emails, contacts, and calendar events will now sync directly with your Google Account. To sync only your calendar, turn off the other services.
    9. Open the Calendar app on your iPhone to see your Google Calendar events.
4. Once you have your calendar set up on your phone, you still might not see it. If so, you might need to go to <https://calendar.google.com/calendar/syncselect> and select HCS Schedules in order for it to sync to your phone. For more help go to the Google Calendar Help Center: <https://support.google.com/calendar>

The HCS Schedules Google Calendar is always available on the website and will contain the most updated information we have on all athletic schedules and other important event information.