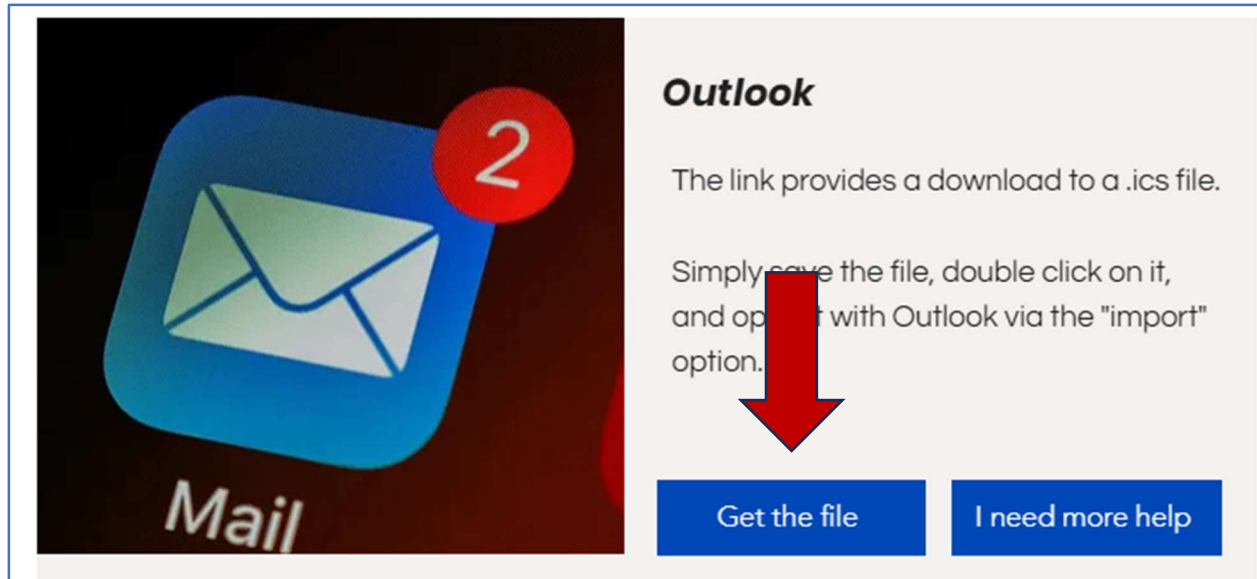




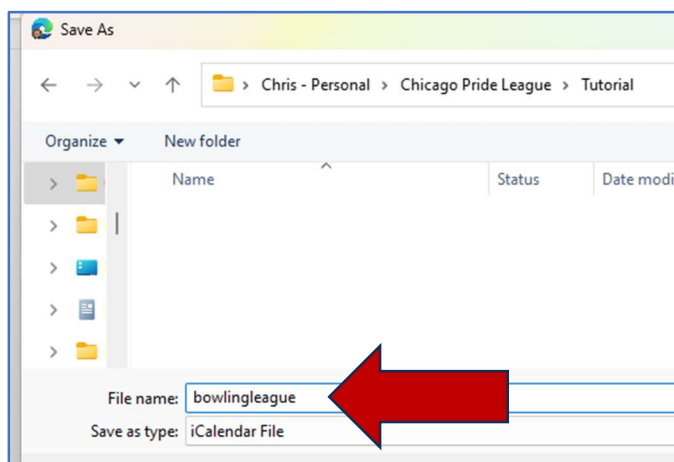
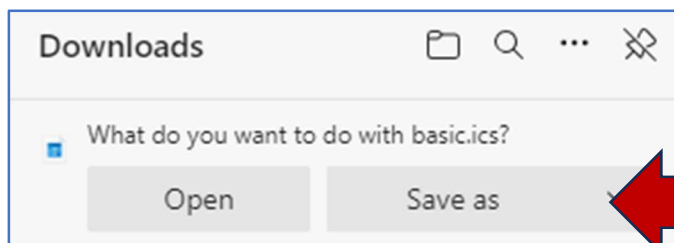
INTEGRATING THE CHICAGO PRIDE LEAGUE CALENDAR WITH OUTLOOK

Step 1: Download the .ics file with the link provided on the website.



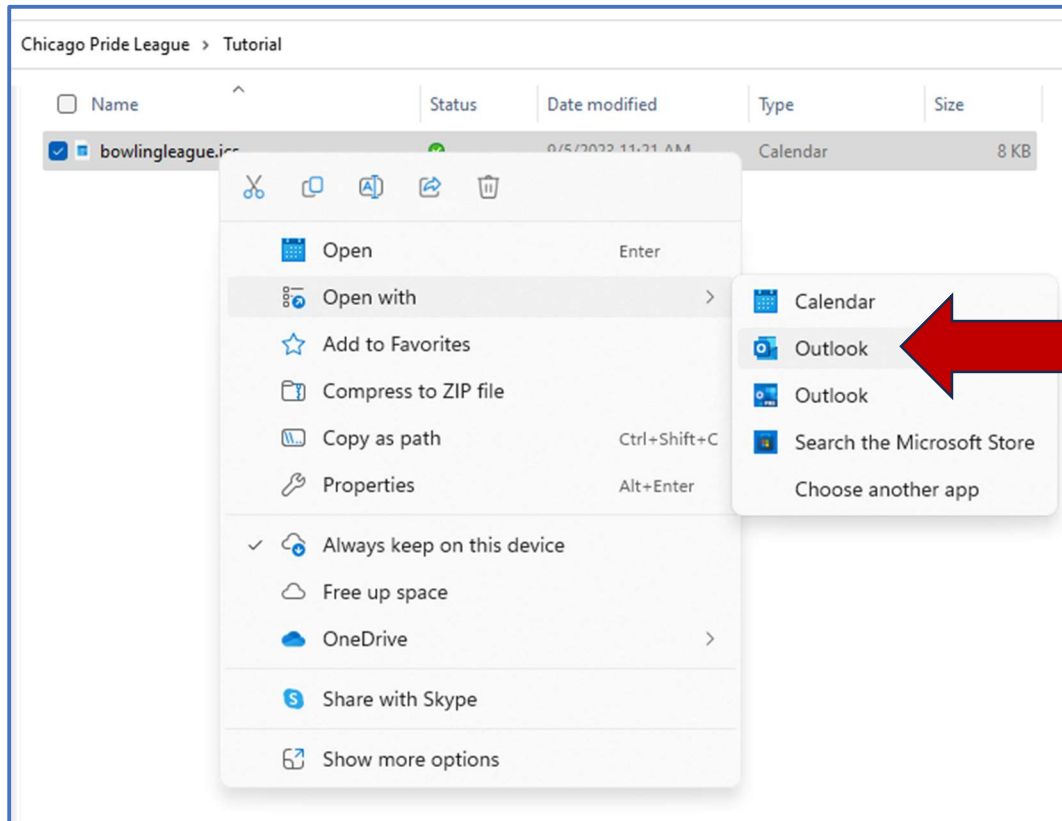
The screenshot shows a help page for Outlook. On the left is a blue envelope icon with a red circle containing the number "2" and the word "Mail" below it. On the right, the heading "Outlook" is followed by the text: "The link provides a download to a .ics file. Simply save the file, double click on it, and open it with Outlook via the 'import' option." A large red arrow points down from the text to two blue buttons: "Get the file" and "I need more help".

Step 2: Save the .ics file. I recommend renaming it to something more memorable, such as "bowlingleague" and saving it in a known folder.





Step 3: Find the saved file and right click on it. This will let you select which Outlook version/application you want to open the file with.



Step 4: You should receive a pop-up message with an option to “import” the calendar into your current Outlook calendar. Select “import” and our bowling league entries should now show up on your Outlook calendar.

