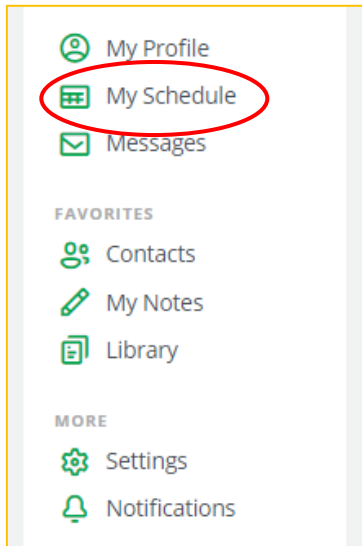




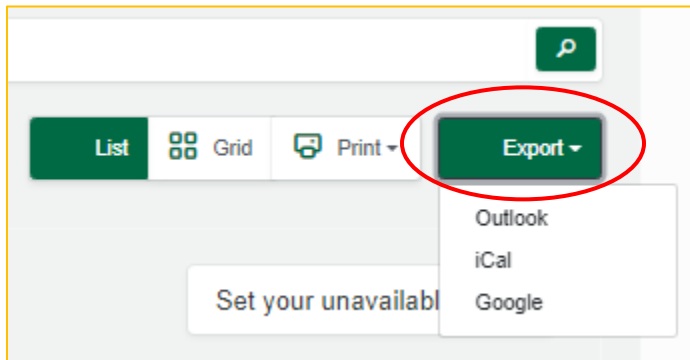
How to sync your ISOQOL agenda with your Google, iCal, or Outlook calendar

1. Once logged in to the virtual conference platform, **click on My Schedule** in the side bar



On the following page, your added schedule items will display for your review.

2. On the right hand side, **click the “Export” drop down list**. *You will be able to select from Google, iCal, and Outlook.*



3. Upon selecting one of the three options, depending on which one you use, it will take you to your email account calendar. Here, your conference schedule will be displayed as a separate calendar alongside your personal calendar.