Planning and Organizing

Sync Canvas Calendar to Google Calendar

Google calendar is a great place to create a daily schedule, note appointments, and use reminders for all your important dates.

You can also sync your Canvas calendar to your Google calendar. All assignments and test dates that your professors put in Canvas will appear on your Google calendar.

Utilizing a calendar assists with managing some of your executive functioning needs such as planning and staying organized throughout the day. Give your brain a break from tracking all the tasks in your life!

Here’s how…

1.     Go to canvas and sign in

2.     On the sidebar, select Calendar

3.     Select the Calendar Feed button on the right-hand sidebar

4.     Copy (ctrl+c) the link provided

5.     Open your <https://calendar.google.com/calendar/>Google Calendar

6.     Select the Settings button in the upper right corner

7.     In the sidebar, select Add Calendar then select from URL

8.     Paste the URL you copied from Canvas

9.     Select add Calendar