


MUSIC AT READING

Rehearsal Calendar download instructions

OUTLOOK

1. Download your ensemble timetable in CSV format from our Google Drive.
2. Open Outlook
3. In the top right, click File
4. Click Open
5. Click Import
6. The 'Import and Export Wizard' will open, select '*Import from another programme or file*' and click next.
7. Select '*Comma Separated Values (Windows)*' and click next.
8. Click the 'Browse...' button, and select the file you have downloaded. Select how you want to handle duplicates and click next.
9. Select 'Calendar' for the destination folder and click finish.
10. Rehearsals and concerts should now appear in your calendar.

GOOGLE CALENDAR

1. Download your ensemble timetable in CSV format from our Google Drive.
2. Open [Google Calendar](#).
3. In the top right, click Settings  > Settings.
4. Click Import & Export.
5. Click Select file from your computer and select the file you have downloaded. The file should end in "csv".
6. Choose which calendar to add the imported events to. By default, events will be imported into your primary calendar.
7. Click Import.
8. Rehearsals and concerts should now appear in your calendar.

APPLE CALENDAR:

1. Open this document on your apple device.
2. Using your apple device, click the relevant link on the next page:

Instructions

Signature Sounds:

<https://calendar.google.com/calendar/ical/bqkqbsor5436n0e0nn71nkmptg%40group.calendar.google.com/private-72f2fdbfd00b2e7b94161851c13b5bc6/basic.ics>

Jazz Sounds:

<https://calendar.google.com/calendar/ical/vki25rdesqddkhasm81top6ov0%40group.calendar.google.com/private-03f61b2ad9cc450be94c4a2254433585/basic.ics>

Campus Voices - Whiteknights:

Finding Your Voice:

<https://calendar.google.com/calendar/ical/iakaefm0nr09ct37iv6dab3vn4%40group.calendar.google.com/private-1b1f5f823038d572561ba0cbbf947820/basic.ics>

Campus Voices sing Christmas:

<https://calendar.google.com/calendar/ical/itituu6bf5r7s9de4cgooe9jog%40group.calendar.google.com/private-9e512aabde4e5ac40439dfc6cb8f836e/basic.ics>

Campus Voices sing Jazz:

<https://calendar.google.com/calendar/ical/qab5ckd15ma4nqjms4bmbfppo0%40group.calendar.google.com/private-7e2a4908ce667355013dbe988d895714/basic.ics>

Campus Voices sing Musical Theatre:

<https://calendar.google.com/calendar/ical/rnk7pq3httrocub6o8n7u2qrnc%40group.calendar.google.com/private-8308614c988ed95fc181e4aeec9c4fdd/basic.ics>

Campus Voices – London Road:

Finding Your Voice:

<https://calendar.google.com/calendar/ical/aa09d6neh0dik4c4j8p7bdao6k%40group.calendar.google.com/private-b2e5bd9aba302bdbcd9bb64b205fe34c2/basic.ics>

Campus Voices sing Christmas:

<https://calendar.google.com/calendar/ical/fhantm9rj7susr9t2pqns3p4e8%40group.calendar.google.com/private-c14a4a69e377357289a871bec37c22d0/basic.ics>

Campus Voices sing Jazz:

<https://calendar.google.com/calendar/ical/k3v7fsqn20ijaq4mmhqgvrrsj4%40group.calendar.google.com/private-4e81f7eec6f2d3eaabcec6c0093959ff/basic.ics>

Campus Voices sing Musical Theatre:

<https://calendar.google.com/calendar/ical/rbo9havr42dv1pkv1dbs7rnq8s%40group.calendar.google.com/private-447b3f45d2907b7bfe15a19a6967273d/basic.ics>

Academic Voices:

<https://calendar.google.com/calendar/ical/ttctmpp2qea3q5av1sqsjnrlak%40group.calendar.google.com/private-fc7d1205e6630d9aa7776d46cba8d476/basic.ics>

Chamber Choir:

<https://calendar.google.com/calendar/ical/j7dlma00sflb5apdmp7u550juc%40group.calendar.google.com/private-ad658ab6d02b6e9695dd6456cb8afccf/basic.ics>