

# Shared Calendar

In Administration -> Technical -> Global Settings you can define a "Shared Calendar Token".

Please use a save token, like a password. If this gets public, one would have access to your calendar.

If you have set up the token, you can subscribe to the calendar in your favourite calendar app, like Microsoft Outlook.

The URL of the calendar is the following:

<https://your-advatra-url.advatra.app/api/public/calendar/token/calendar.ics>

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