**UNC Pembroke**

**EAB Student Success Collaborative**

**Calendar Sync**

**Center for Student Success**

**From Staff Home, select the Calendar icon…**

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**…at the right of your screen select ‘Settings and Sync’…**

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**…click ‘Setup Sync’**

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**…Pick your version……(this step may take 30 minutes or more)…**

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**If you still experience issues with your Calendar Sync…please contact** **mark.hunt@uncp.edu** **or call 910.521.6625 for assistance.**