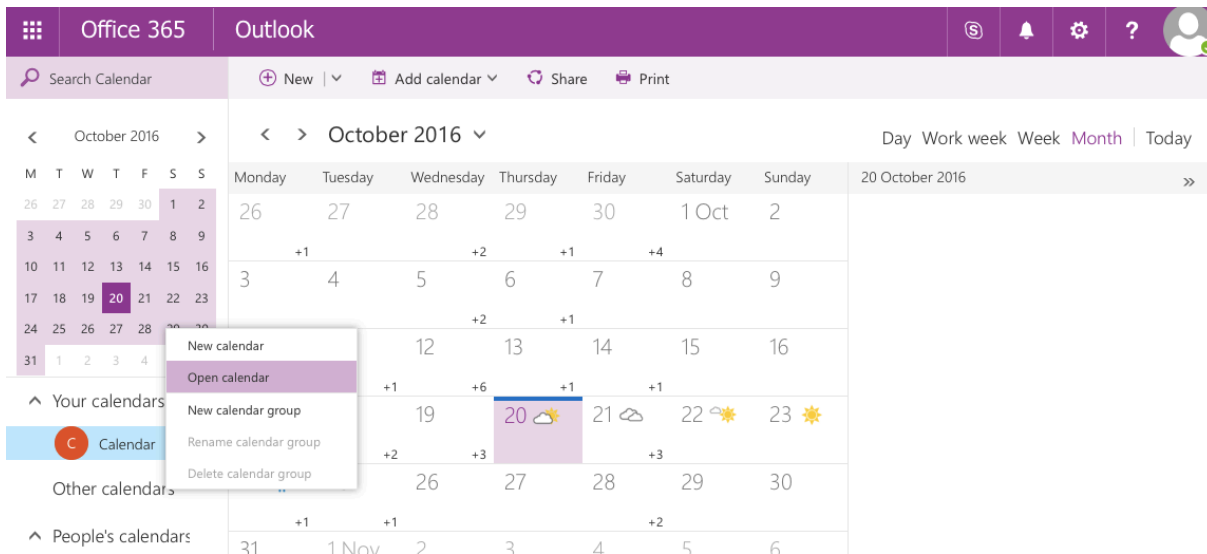
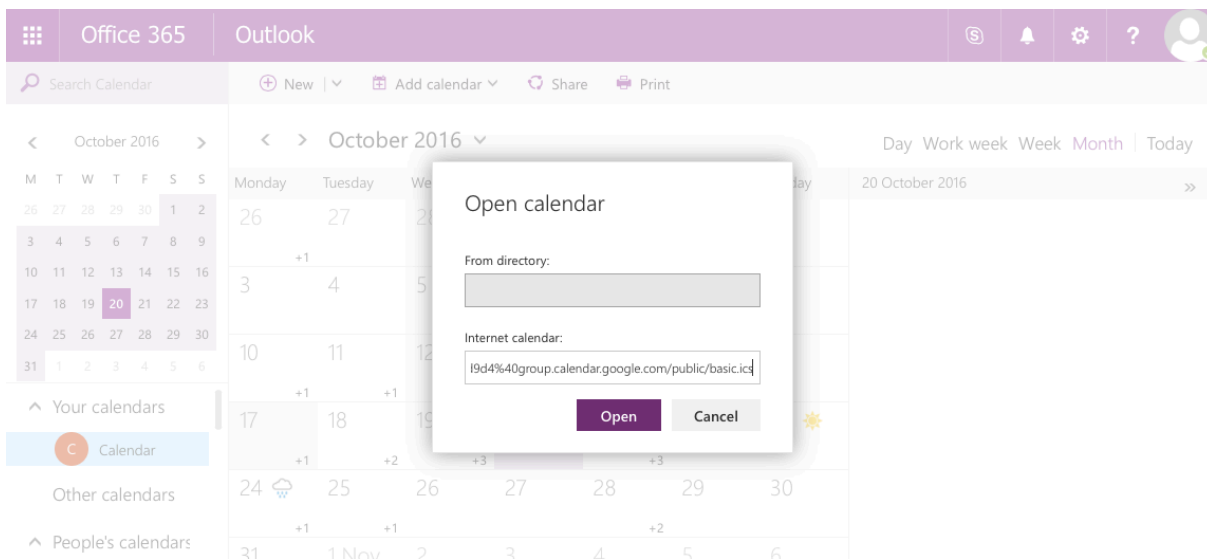


# Subscribing to a Google Calendar in Microsoft Outlook on the web

1 In Outlook on the web, right click **Other Calendar** > **Open Calendar**.



2 In the **Internet Calendars** box, Paste the address below and click **Open**.  
<https://calendar.google.com/calendar/ical/92jgp4bvpc09vkdanon05qd9d4%40group.calendar.google.com/public/basic.ics>



When you start Outlook, it checks Google Calendar for updates and downloads any changes. If you keep Outlook open, it also periodically checks for and downloads updates.