

How to Connect Your Moodle Courses Calendars to Google Calendar


David Raco - 2019-07-22 - 0 Comments - in Students

This knowledgebase article will show you how to connect your Moodle course calendars to your Google Calendar for ease of access. You can [learn more about the features of Moodle's calendar system here](#).

Step 1 - Access your Moodle calendar (<https://moodle.sou.edu/calendar>). Look for the Calendar icon in the sidebar on the left side of the screen. Click it, then click on the Export button at the bottom of the calendar.

The screenshot shows the Moodle user interface. On the left is a sidebar with navigation options: Home, Dashboard, Calendar (highlighted with a red bar and a blue arrow labeled '1'), Private files, My courses, Annual Disability Training, IT Coordinators, and Plagiarism Review Options. The main content area is titled 'Calendar' and shows a 'Detailed month view for: All courses' with a dropdown menu and a 'New event' button. The calendar grid is for July 2019, with navigation arrows for June 2019 and August 2019. The grid shows dates from 1 to 31. There are two events: 'David...' on Monday, July 22, and 'Later ...' on Wednesday, July 31. At the bottom of the calendar, there are two buttons: 'Export calendar' (highlighted with a blue box and a blue arrow labeled '2') and 'Manage subscriptions'.

Step 2 - Select to export all events, or narrow it down to just courses. Then select the time period for the export. We recommend either "recent and next 60 days" or the custom range that extends out by about a year. After that, click the "Get calendar URL" button and be sure to copy the URL that appears below. You will need it in an upcoming step.

 Create

July 2019





M	T	W	T	F	S	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31	1	2	3	4
5	6	7	8	9	10	11

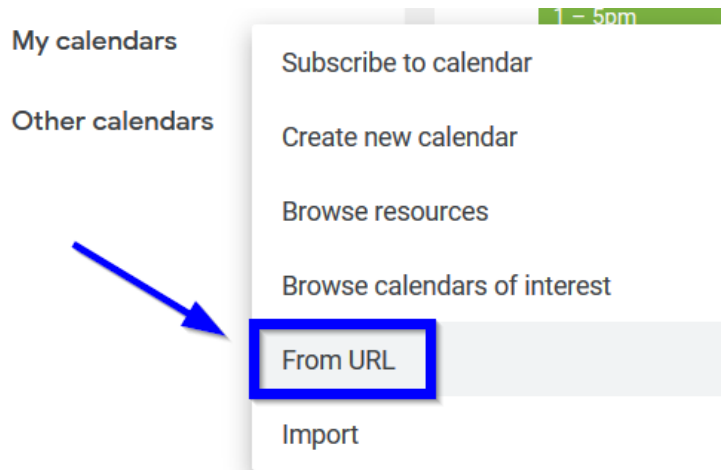
Meet with...

Search for people

My calendars 

Other calendars  

Add other calendars



Step 4 - Paste in the Moodle calendar URL that you copied in Step 2 and then click the Add calendar button.

From URL

URL of calendar
ab1cd&preset_what=all&preset_time=recentupcoming

1

Make the calendar publicly accessible

You can add a calendar using the iCal format by its address.

Add calendar



2

The events from your Moodle calendar will now appear on a brand new calendar within your Google Calendar account named after the URL that you used to connect them. You can rename that calendar to something easier on the eyes and add notifications to its events using the [Google Calendar settings](#).

Calendar settings

Name
My Moodle Calendar

Time zone
(GMT-07:00) Pacific Time - Los Angeles

URL
https://moodle.sou.edu/calendar/export_execute.php?userid=XXXXXXXXXXXXXXXXXXXX

Permissions settings

Anyone can
See nothing

You can
See all event details

Event notifications

Notification minutes X

Email days X

+ Add notification