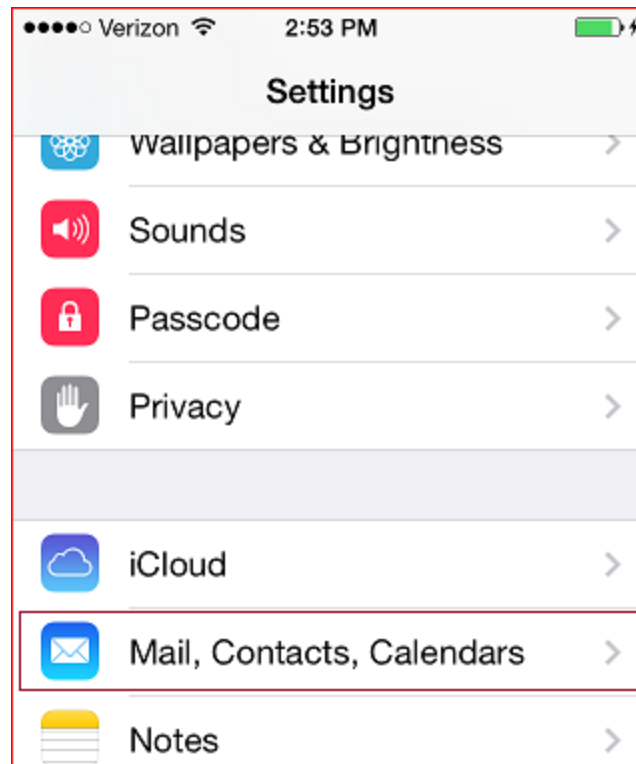
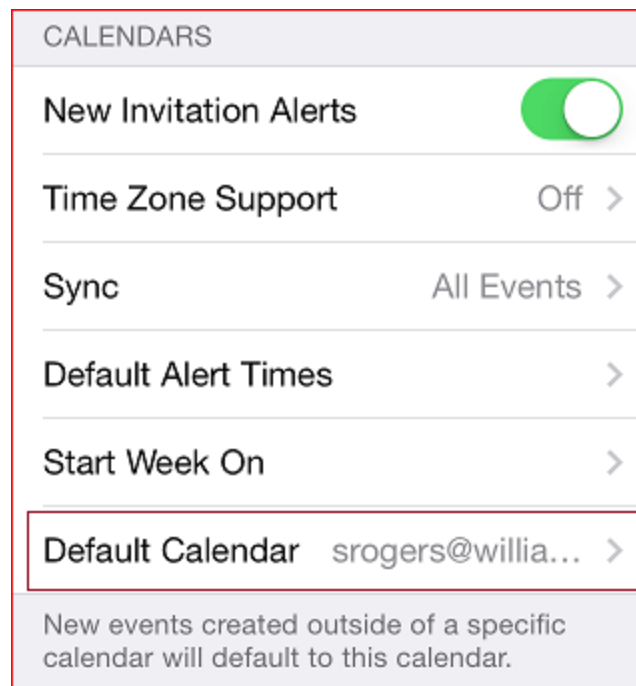


Setting a default calendar for your iPhone or iPad (after you have added your GAE email account - if you have not done so yet please follow the guides at <http://oit.williams.edu/files/2014/06/iPhone-iPad-2.pdf>).

- Click **Settings**
- Select **Mail, Contacts, Calendars**



- Scroll down to the Calendars section and click on Default Calendar



- From here you can choose which calendar new events will be created in by default (note that NotifyLink should not be an option - if it is then you will want to remove it by following the guide <http://oit.williams.edu/files/2014/06/RemoveNotifyLinkfromiPhones.pdf>)

