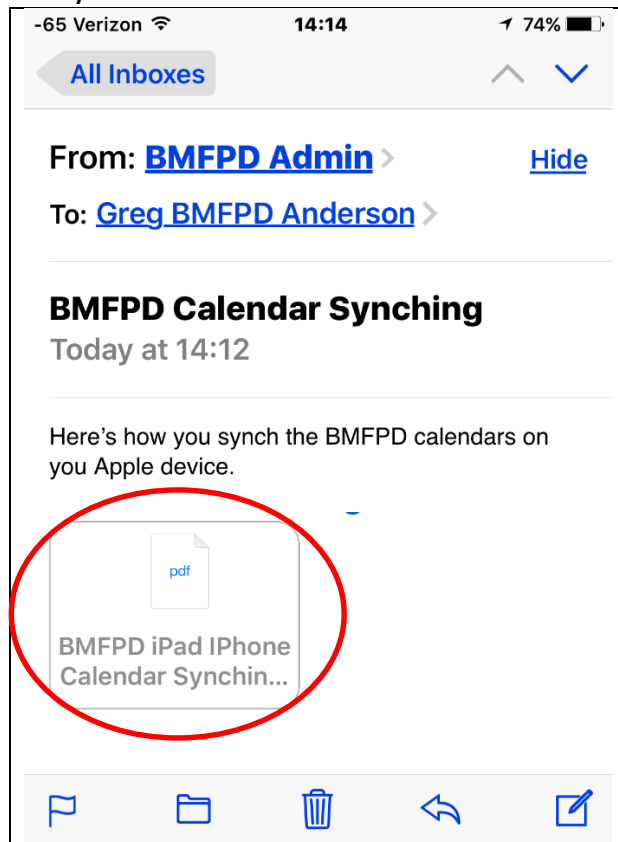


How to sync BMFPD calendars with your iPhone or iPad

It is possible to have any or all of the BMFPD departmental calendars synchronized to your iPhone or iPad such that any changes to the online calendars will be updated to your mobile device automatically. Once configured, this is truly a set-it-and-forget-it thing, and well worth doing. Unfortunately, it is less than obvious how this all works, so this document is an attempt to radically simplify this process

Step-By-Step

- 1) Forward an e-mail with this document attached to an e-mail account that is configured on your iPhone or iPad.



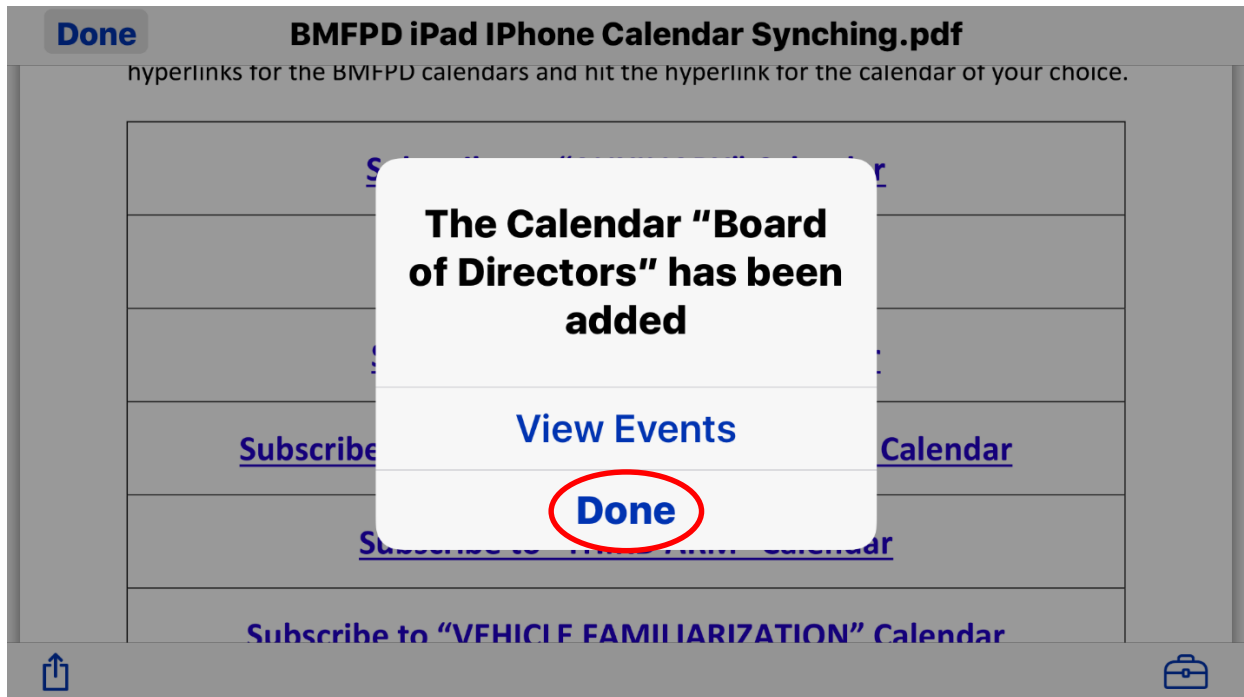
- 2) Open the PDF document from within your e-mail client. Scroll to this table of iCal hyperlinks for the BMFPD calendars and hit the hyperlink for the calendar of your choice.

<u>Subscribe to "AUXILIARY" Calendar</u>
<u>Subscribe to "BOARD" Calendar</u>
<u>Subscribe to "TRAINING" Calendar</u>
<u>Subscribe to "STATION 1 MEETING ROOM" Calendar</u>
<u>Subscribe to "THIRD ARM" Calendar</u>
<u>Subscribe to "VEHICLE FAMILIARIZATION" Calendar</u>

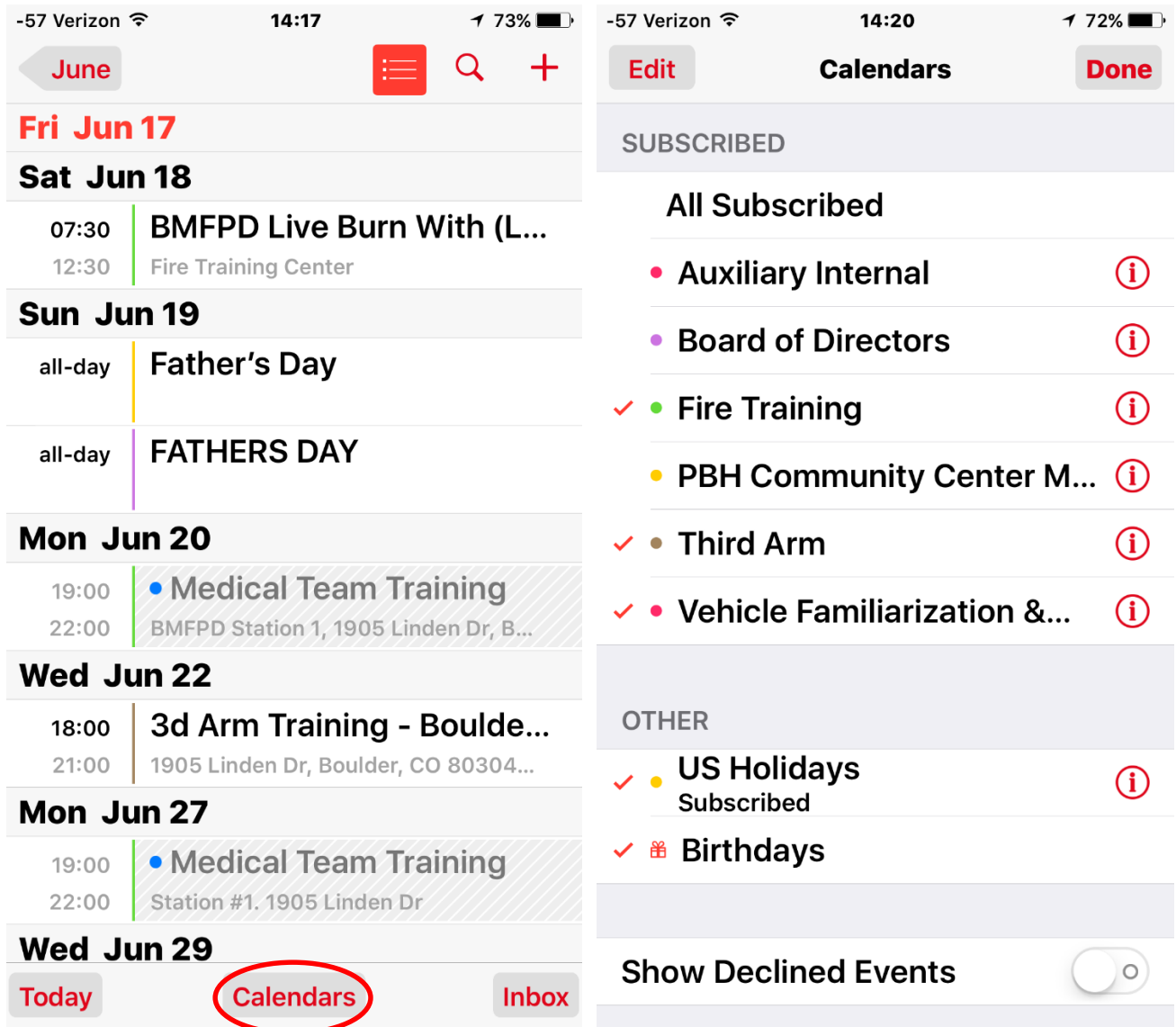
- 3) You should see the Subscribe to the calendar "Board of Directors" dialog – hit the "Subscribe" button



- 4) You should see the following confirmation dialog – click “Done” or “View Events” and that’s it.



5) Open Calendar from the desktop and the synchronized BMFPD events should appear. If you have multiple calendars, you can control which ones are displaying from within Calendar



6) Repeat the process for as many calendars as you would like to synchronize.