

Checking Terms and Conditions

If you want to review the Terms and Conditions that were agreed to when you set up your Calendar Centre iCal feed, you can do so by logging into the Calendar Centre via the link in Brightspace (under Useful links) or use the link here: <https://calendarcentre.bournemouth.ac.uk/>.

Once you have logged in, click on your name at the top right hand side of the screen to drop down the menu and choose **View Terms and Conditions**. You can scroll through the Terms and Conditions to review them.

Bournemouth University

Sarah Green

Calendar Centre

Manage Calendar

Use the information below to manage (amend or remove) your personal calendar feeds that you have already set up. You can also add other feeds with a new name if needed. Use the show or hide more information about your feeds.

My BU Calendar (OLT & RB)

Select at least one feed from the list below. Feeds marked with asterisks are external feeds that will require a URL.

Brightspace | **Online Timetable** ✓ | Room Bookings ✓ | E-days*

E-days (test)*

Save & Get/Change URL | Delete Calendar

Available Not Available Disabled by admin * External feed - requires URL
Checking status

Add New Calendar

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- Settings
- External Feed URLs
- View Terms and Conditions**
- Sign Out

Click on **Close** to exit the Terms and Conditions window, or **I wish to unsubscribe** if required.

Terms and Conditions

Please note you can unsubscribe completely if you wish. Bournemouth University cannot accept any responsibility for any 3rd party sites you share your feed with. iCal feeds may not display recent changes immediately (i.e. rooms, times or class groups) due to delays in synchronisation or device settings. For example Google calendar only updates overnight or every 4-6 hours, whereas Microsoft Outlook usually updates every 30 minutes. Users are responsible for checking their own device settings and ensuring they are up to date. The online timetable updates immediately. If you are usually based overseas, please remember to check the time zone setting of your home device so that your events will show correctly. Please note the OLT iCal feeds will be invalidated at the end of each academic year (early July), prior to the release of the following year's academic timetables.

Save | Close | I wish to unsubscribe

This takes to you an exit page, where you can start the subscription process again from scratch if you wish. Click on **Start again** if required. Please see support notes for **Setting up a Feed in Calendar Centre** to set up a Calendar feed.



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Calendar Centre

You are now unsubscribed from this system. All your calendar data and settings have been deleted.

[Start again](#)