

## How to Synchronize the KAT Calendar on your phone.

**Tip:** The following quick steps will make sure that as tournaments, tests, etc are updated with the KAT google calendar system, you'll automatically receive the latest updates and details right on your mobile device.

- **Step 1:** Get a google account – Most people already have one, but if not, go to [www.google.com](http://www.google.com) and sign up for one for free.
- **Step 2:** Add the KAT Calendars to your google account. Go to [www.google.com/calendar](http://www.google.com/calendar) and under “Other Calendars” where it says “add a friend’s calendar” type in [sbn@kattaekwondo.com](mailto:sbn@kattaekwondo.com) . You can then select the specific calendars that you want to add. The **Special Events** calendar is for everyone, while the **KAT Calendar** has events for Aurora, the **KAT North Calendar** has events for Loveland, and the **CKTKD Calendar** has events for Littleton. Select the Special Events Calendar and any other calendars you wish.
- **Step 3:** Go to <http://www.google.com/mobile/sync/> and download the specific instructions for your device (ie, iphone, blackberry, etc)
- **Step 4:** Go to <http://m.google.com/sync> on your phone, sign in, and then select the specific calendars you choose in step 2 to sync with your phone.

