

## Embedding Google Calendars

**Note:** If you want to embed a Google calendar onto a webpage or wiki, the privacy settings must be set to PUBLIC in order for people to be able to view your events. Anyone who views your website will be able to see the events on your calendar, so make sure you don't embed calendars that contain any information you don't feel like sharing with everyone.

### *Step 1- Copy the Code from the Desired Google Calendar*

1. Select the calendar you want to embed from your Calendars list, and click the down-arrow next to it (note that you'll have to make your calendar public in order to embed it).
2. Select **CALENDAR SETTINGS**.



3. In the 'EMBED THIS CALENDAR' section, copy the iframe code displayed in the white box (highlight the code and press CTRL+C).

### *Step 2- Embed*

#### **Embed in Schoolwires**

1. Login to your Schoolwires Site Manager and go to the page on which you want to embed the object.
2. Click the location on the page where you want the calendar to go.
3. Click the **VIEW HTML** link below the editing window.
4. Paste the code into the box (press CTRL+V) and click **OK**.
5. Your calendar should now be showing in the editing window.
6. Click **SAVE**



#### **Embed in Wikispaces**

1. Go to the wiki page on which you want to embed the object.
2. Click the **EDIT** button
3. Click the location on the page where you want the object to go.
4. Click the **WIDGET** button on the editing toolbar.
5. Click the **OTHER HTML** link at the bottom of the list on the left.
6. Paste the code into the text box and click **SAVE**.
7. Your widget will just show as a box when you're in editing mode. Click **SAVE** on the editing toolbar to view your embedded content.