HOW TO SUBSCRIBE TO YOUR ELENTRA CALENDAR ONTO YOUR PERSONAL CALENDAR:

When you log into the Elentra, you will be taken to your Dashboard Calendar. In addition, you can click on the Dashboard tab at the top of the screen. On your Dashboard calendar, there is a "Subscribe to Calendar" button in the bottom right hand corner of calendar

Day	y Week Month		7 Sep 2020 – 1	13 Sep 2020		То	oday 🖣 🕨	
	Mon, September 7	ber 7 Tue, September 8 Wed, S		ptember 9	9 Thu, September 10		Fri, September 11	
:00								
:00			08:00 - 18:00 * Primary Care	08:30 - 09:30				
:00			Practicum Session #1	(Seattle) RM -				
				09:30 - 10:30 * (Seattle) RM -				
00				10:30 - 12:20 (Seattle) RM -				
00				Module 1: Conception and				
00				design of				
00		13:30 - 14:20			13:30 - 14:20		13:30 - 14:20	
00		(Seattle) MCBD - Introduction and Learning			(Seattle) MCb. pigenetics	(Seattle) MCBD ·	- Histology: Epithelial cells	
		14:30 - 15:20 (Seattle) MCBD - Building blocks of nucleic			14:3 20 (Seattle) MCBD - Introduct Penetics		14:30 - 15:20 - Histology: Ultrastructure,	
00		15:30 - 16:20 (Seattle) MCBD - Information pathways			15:30 - 16:20 (Seattle) MCBD - Cell biology: secretory		15:30 - 16:20 - Mutations, Molecular	
00		(Seattle) MCBD - Information patriways 16:30 - 17:20 (Seattle) MCBD - RNA and protein synthesis			(Seattle) MCBD - Cell physiology:		16:30 - 17:20	

Click on "Copy Subscription URL" to get the URL copied to your clipboard.



SUBSCRIBING TO UW OUTLOOK 365:

Enter the web-based Outlook site at: <u>https://outlook.office.com/uw.edu</u>

Go to the calendar section of Outlook by clicking on the calendar icon on the bottom

When in Calendar, click on "Add Calendar" ____

When the Add Calendar window pops up, select the "Subscribe from Web" option. You will copy the Elentra subscription URL into the in the text box. When that is completed, there will be additional options available to customize your subscribed calendar as you would like. When you have complete the preferences, click on Import to subscribe your Elentra calendar.

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đ	Add calendar							
\sim	arsigma My calendars							
0	Calendar							
	United States holidays							
	Birthdays							
0	UW Elentra							

Add calendar	Subscribe from web
♀ Recommended	Paste the url for the calendar you would like to subscribe to below. Any edits that the author of the calendar makes will be updated automatically.
Add personal calendars Add personal calendars	https://uw.elentra.cloud/calendars/private-d844c65ced7af4b
Edit my calendars	UW Elentra
🗄 Create blank calendar	
	Color
Add from directory	
😁 Subscribe from web	
C Upload from file	charm ● ∲ ▤ ◙ ⊈ ⋒ ⊘ ഥ ጵ ◙ ♫ ☴ ☆ 옷 锪 ๚ ♡ ፡፡
℘ Schools	
Holidays	Add to
ℬ Sports	My calendars \checkmark
TV TV	
Looking for additional calendars? Yes No	Import Discard

Elentra events should appear on your calendar shortly. Please email <u>somcms@uw.edu</u> if you run into any issues.



SUBSCRIBING TO YOUR GOOGLE CALENDAR, ENTER YOUR GOOGLE CALENDAR

Next to Other Calendars, there is a + sign for you to add your Elentra subscription URL. Select the "From URL" option, paste the Elentra calendar URL and click "Add URL".

My calendars	^
My Calendar	Subscribe to calendar
Birthdays	Create new calendar
Curriculum Team	
Reminders	Browse resources
Tasks	Browse calendars of interest
Other calendars	From URL
Holidays in United	Import
https://uw.elentra	

(If you subscribe with Google Calendar and want it to appear in the Calendar app on an iOS device, you must first use Google's <u>SyncSelect tool (Links to an external site.)</u>

PLEASE NOTE: When using the subscription links to use on a third party calendar program, the events make take some time refresh the calendar program and may not show immediately. Please give the subscription events a few hours to upload into your subscribed calendar if necessary. This method is great if you would like to see the Elentra events alongside your personal events. However, since this method utilizes a third party calendar platform to subscribe your Elentra Calendars, last minute updates to learning events may not appear immediately in subscribed calendars. It is always best to log into Elentra directly to check for the most up to date scheduling information.

ACCESSING ELENTRA MOBILE APP FOR YOUR SCHEDULE:

Another method of reaching your Elentra calendar on your personal device is through the Elentra Mobile App. Since the Elentra mobile app feeds the learning events directly from the Elentra Cloud Service, any updates to learning events will be reflected immediately in the Mobile App. The Mobile App is recommended to know the most up to date schedule in Elentra.

The Elentra Mobile app supports:

- Viewing learning event calendars
- Viewing system notices
- Completion of assessment or evaluation tasks that have already been delivered.

To access to Elentra mobile app:

- 1. Open the Play Store (Android) or App Store (iOS/Apple) on your device.
- 2. Search for "Elentra Mobile".
- 3. Install the Elentra Mobile app, or update to most recent release.
- 4. Open the Elentra Mobile app on your device.
- 5. Enter the full URL in the URL field: <u>https://uw.elentra.cloud</u>
- 6. Tap "Proceed to Login". This will re-direct you to your school's chosen login method.
- 7. Tap "Single Sign On" to open the portal and use your UWnetID authentication to log in.

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 https://uw.elentra.cloud Proceed to Login . 	
	https://uw.elentra.cloud Tap to change
qwertyuiop	Elentra User
asdfghjkl	Elentra Password Elentra Password
	Single Sign On Sign In
123 😄 space return	

10:3	9				att	? ■)
≡			Events			
<		September 2020				>
Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

Upon logging in to the app, you will see your learning events calendar and access the schedule here. Click on a given day to view a list of the events that occur that day. A blue dot indicates that there is an event scheduled. Click on the events to view the event details.

1:30pm-2:20pm

(Seattle) MCBD - Introduction and Learning > Methods

2:30pm-3:20pm

(Seattle) MCBD - Building blocks of nucleic acids ≯ and proteins

3:30pm-4:20pm

(Seattle) MCBD - Information pathways



Upcoming

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