

Subscribe to your personal calendar

Choose the layers of My calendar, generate your personal webcal link and add it to your phone; revoke it if it ends up in the wrong hands.

5 min · Available to people who follow the community in the app · 2026-09-25

Before you begin

- ✓ Sign in to the app as a believer and select the correct community or pastoral unit.
- ✓ To see a group's meetings you must be an active member of it.

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STEP 1 OF 5 · 1 MIN

Open My calendar

Open **Calendar** and select **My calendar**, next to the views. On a phone the button shows only the layers icon.

The **Add to your calendar** button at the top is something else: it opens the community's shared link, the same for everyone and with public appointments only.

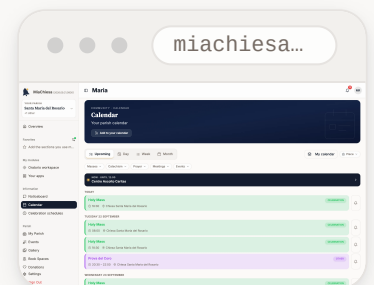


Fig. 1 My calendar opens from the button next to the Upcoming, Day, Week and Month views.

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STEP 2 OF 5 · 1 MIN

Choose what you see

In **Choose what you see**, turn the layers on or off. **Parish calendar** brings public and followers-only appointments; then there is a row for each group you are a member of, with the group's meetings and notices.

Masses and celebrations and **Confessions** are marked "in the app only": they filter the calendar in the app but are not part of the link. Your choices are saved at once and also update a link you have already generated, which stays the same.

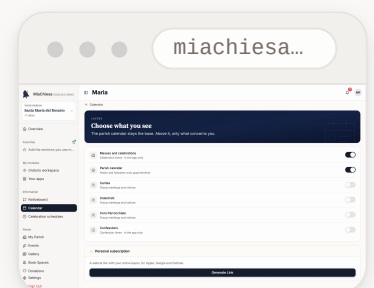


Fig. 2 Each layer has an on/off switch; the personal link has not been generated yet.

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STEP 3 OF 5 · 1 MIN

Generate your link

In **Personal subscription**, select **Generate Link**. "Subscription link generated" appears and the section shows the link, the button to copy it, **Add to Calendar** and **Revoke access**.

The link is personal and applies to the selected community or pastoral unit: anyone who has it sees your calendar, followers-only appointments included. Do not share it.

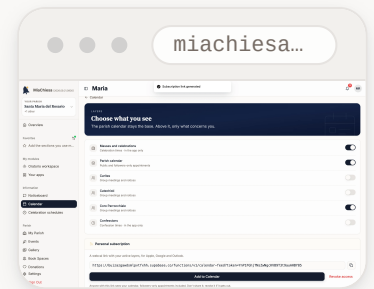


Fig. 3 The link is generated with the active layers, here including Coro Parrocchiale; the phone is not subscribed yet.

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STEP 4 OF 5 · 1 MIN

Add it to your phone

On iPhone or iPad, tap **Add to Calendar** and confirm the subscription in the Calendar app. With Google Calendar, copy the link, open calendar.google.com in a browser and add a calendar from URL; with Outlook, use the subscribe-from-web option. Command names and positions depend on the external app.

Recurring appointments arrive with their full rule, in Italian time. The external calendar updates on its own sync schedule; MiaChiesa can take up to 15 minutes to publish changes.

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STEP 5 OF 5 · 1 MIN

Change or revoke the link

If the link has reached someone else, select **Revoke access**: "Calendar access revoked" appears and subscriptions using it stop updating.

To get a new link, after revoking select **Generate Link** again and redo the subscription on your phone with the new address. To change only what the link carries you do not need to revoke it: just change the layers.

A personal link is a key

Anyone with the link sees your calendar without signing in. Do not forward it by chat or email; to share the community calendar use Add to your calendar.

What you have achieved

- ✓ Your personal calendar is subscribed on your phone with the chosen layers.
- ✓ You know how to revoke the link and generate a new one when needed.

Troubleshooting

Masses and confessions do not appear in my phone calendar ✕

These two layers are in the app only and are not part of the personal link. Check them in MiaChiesa.

I cannot see a group's row ✕

Only groups you are a member of appear. Ask to join the group and reopen My calendar.

My phone no longer updates ✕

The link may have been revoked. Open My calendar: if you see Generate Link, generate a new one and redo the subscription.