

Add the calendar to your device

Copy the community's public calendar link and use it in your chosen calendar app without exposing it to other people.

4 min · Available when administrators have enabled the link · 2026-09-25

Before you begin

- ✓ Sign in as a believer and select the correct community or pastoral unit.
- ✓ Prepare the calendar app or external account where you will use the link.

1

STEP 1 OF 4 · 1 MIN

Open Calendar

Open Calendar in the believer app and check the selected context. Add to your calendar uses the link for the active community or pastoral unit.

The shared link includes public appointments. It can also include busy blocks for approved room bookings that were made visible, without requester names.

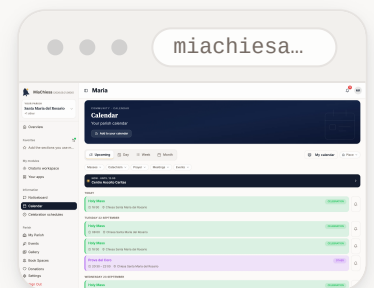


Fig. 1 The community calendar is open; no link has been copied yet.

2

STEP 2 OF 4 · 1 MIN

Open the subscription link

Select Add to your calendar. When administrators have enabled the link, the dialog shows Subscription URL, Add to Calendar, Copy URL and instructions for supported services.

The capture shows a synthetic demo link. It does not open Add to Calendar or contact Apple, Google, Outlook or another external service.

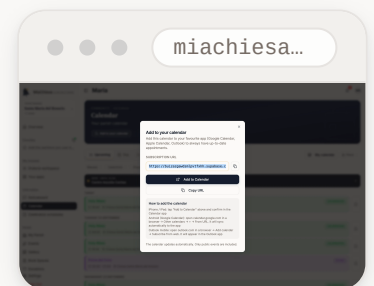


Fig. 2 The link is visible in the dialog; no external app has been opened.

3

STEP 3 OF 4 · 1 MIN

Copy the URL

Select Copy URL. MiaChiesa copies the link to the clipboard and shows URL copied to clipboard.

Treat the URL as private: anyone holding it can read the shared feed without signing in. The capture confirms only the copy; the device is not subscribed yet.

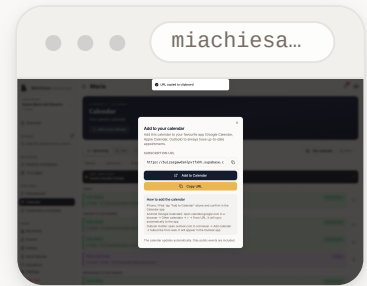


Fig. 3 The URL has been copied; subscription in the calendar app still needs to be configured.

4

STEP 4 OF 4 · 1 MIN

Finish in the calendar app

Open the option for adding a calendar from a URL in your chosen service and paste the link. Follow the confirmation shown by that service; command names and positions depend on the app and may change.

After subscription, updates depend on the service's synchronization schedule. The feed uses the Europe/Rome timezone and MiaChiesa serves it with a cache of up to 15 minutes.

Recurring appointments arrive as series with their full rule: interval, weekdays, "first ... of the month", yearly repetition, excluded dates and end. The calendar app therefore shows the same dates as MiaChiesa.

Shared content only

The community feed includes public appointments. Followers-only items are not included in the shared link.

What you have achieved



You copied the calendar link for the selected context.



You can finish the subscription in the external app without treating the copy as an already active connection.

Troubleshooting

The link has not been enabled yet



The community must enable the link first. Contact its administrators; a believer profile cannot generate it.

The external calendar does not update immediately



Allow time for the external service to synchronize. MiaChiesa permits feed caching for up to 15 minutes, while the calendar app may use its own interval.

I shared the link by mistake



Tell the community administrators: only calendar managers can regenerate or revoke the shared link.