Course Enrollment Sync for Calendars (Campus Groups)

Via Campus Groups, students have the ability to have their courses automatically added to the Outlook or Gmail calendars.

Step-by-step guide

1. Login to groups.som.yale.edu with your SOM NETID
2. Scroll to the bottom of your dashboard.
3. In the Synchronize my Events section, click the “Also synchronize my YaleSOM classes” check box.
   a. if not prompted automatically to connect your calendar, click the “Connect My Calendar” button.
   b. Depending of if you already have connected your calendar to campus groups the button may be labeled “Enable Synchronization” if so, click that button.
   c. If button says “Manage Settings” your calendar is already connected.
4. You will be prompted to choose either Google or Office 365
   a. Both calendar options will take you to a screen to login authorize access to your calendar. If you are already logged in, your account will be automatically be chosen in this step, otherwise, choose the calendar you wish.
   b. On the Permissions Requested pop up, click accept.

Calendar Course Sync can take up to 24 hour before courses appear.

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