How-To Sync AYSO Calendar to BAND

- 1. After you set up your BAND Team
- 2. Go into your Band team
- 3. Click on the "Calendar" Icon
- 4. Click on the "Settings" gear Icon in the top right corner
- 5. Go to the bottom section "External Calendars" and click on "Subscribe by URL"
- 6. Login to AYSO website: https://ayso.bluesombrero.com/region1056
- 7. Go to the "Team Central" dropdown and then to "Calendar"
- 8. Filter the calendar by Schedule then Team. Example:
 - a. Schedule: I'm selecting all 10U practices and games options
 - b. Team: I am filtering down to 10U and then to just my team
 - c. Click "View Matches"
- 9. Scroll to the bottom of the Calendar, click on the "Sync Calendar" button on the bottom right
- 10. COPY the "Import in Outlook" link
- 11. Go back to your BAND team app
- 12. PASTE this into the top "ENTER URL" space
- 13. In "Calendar Name" name this calendar whatever you'd like
- 14. Click on "Done"
- 15. Give it time to initially sync. Then you will see the practices and games in the calendar of your BAND!

Screenshot Example of Steps:

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- 1. After you set up your BAND Team
- 2. Go into your Band team
- 3. Click on the "Calendar" Icon



4. Click on the "Settings" gear Icon in the top right corner

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Today		< .	Jul 2025	>	0	\$	<
MON	TUE	WED	THU	FRI	SAT	SUN	
	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	31	1	2	3	
Jul 202	25						
22 Tue	Rattlers	Practice 6:30 PM					
	Rattlers	Games and	Practices				
24 Thu	Rattlers	Practice 6:30 PM					
	Rattlers	Games and	Practices				
29 Tue	Rattlers 5:30 PM - 1	Practice 6:30 PM					
	 Rattlers 	Games and	Practices				
31 Thu	Rattlers 5:30 PM -	Practice 6:30 PM					
	Rattlers	Games and	Practices				
Aug 20	25						
05	Rattlers	Practice					
Tue	5:30 PM - 1	6:30 PM					

5. Go to the bottom section "External Calendars" and click on "Subscribe by URL"

Sanat Band Oxforday	
EXPORT BANG Calendars You can subscribe to this Band's events on other Bands or external calendars.	>
Permission to add events Admin & Co-Admins	
Permission to edit events Admin & Co-Admins	
Permission to add calendars Admin & Co-Admins	
Show upcoming events Within 14 days	
Upcoming events in the period will be shown on Posts.	
Band calendars	
Show holidays	>
Group Calendar	>
Add Calendar	>
External calendars	
Rattlers Games and Practices	>
Subscribe by LIRI	

- 6. Login to AYSO website: <u>https://ayso.bluesombrero.com/region1056</u>
- 7. Go to the "Team Central" dropdown and then to "Calendar"

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	HOME	PLAYSOCCER. RESOURCES	TEAM CENTRAL	PROGRAMS	VOLUNTEERS	AYSO WIKI	i.
	CALENDAR Calendar		CALENDAR TEAM DIRECTORY POSTED SCHEDULES				

- 8. Filter the calendar by Schedule then Team. Example:
 - a. Schedule: I'm selecting all 10U practices and games options

	Schedule	Location		Te	am		
	10U Game Schedule,10U Th 🔻			•			•
	✓ 10U Game Schedule			Show Canceled	/ Postponed Games	View M	atches
	🗹 10U Thursday Practice Schedule		_		-		
	🗹 10U Tuesday Practice Schedule						
	1211 Thursday Practice Schedule				Month	Day	Ager
$\langle \rangle$							
	120 Thursday Practice Schedule 12U Tuesday Practice Schedule	_					
<	120 Tuesday Practice Schedule 120 Practice Schedule 60 Practice Schedule	esday	Wednesday	Thursday	Friday	S	aturday
< 29	120 Thirsday Practice Schedule 12U Tuesday Practice Schedule 6U Practice Schedule 8U Game Schedule	esday	Wednesday 02	Thursday 03	Friday 04	05	aturday

b. Team: I am filtering down to 10U and then to just my team

Schedule		Location			Team
10U Game	Schedule,10U Th	-		-	Rattlers 💌
				Show Cancele	- RSSC 2025 Core Program 10U-C0ED
					Racers
 July, 20 	25 (>)				Rattlers
Sunday	Monday	veheouT	vehsenheW	Thursday	Venom
29	30	01	02	03	Vipers
					+ 12U-COED
					+ 14U-COED

c. Click "View Matches"

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alendar				
Schedule	Location		Team	
10U Game Schedule,10U Th 🔻		•	Rattlers	
		Show Cance	eled / Postponed Game	View Match
1. July 2025			Mart	Den

9. Scroll to the bottom of the Calendar, click on the "Sync Calendar" button on the bottom right



11. Go back to your BAND team app

12. PASTE this into the top "ENTER URL" space

Subscribe by URL Rattlers Soccer - 10U	Done
Enter URL PASTE LINK FROM AYSO CALENDAR HERE	Ξ
Add iCal format URL.	
Calendar name	
Calendar name Name what you would like	
Calendar color	

- 13. In "Calendar Name" name this calendar whatever you'd like
- 14. Click on "Done"

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15. Give it time to initially sync. Then you will see the practices and games in the calendar of your BAND!