Using the Google Calendar Module

If you use **"Google Calendar"** to make appointments, setup events or create deadlines, you'll be happy to know that you can add your Google Calendar to your ePortfolio using the **"Google Calendar"** module.

1. To add the **"Google Calendar"** module to your ePortfolio, click the **"Add A Module"** button if the list of modules is not showing. *(See image 1.1)*
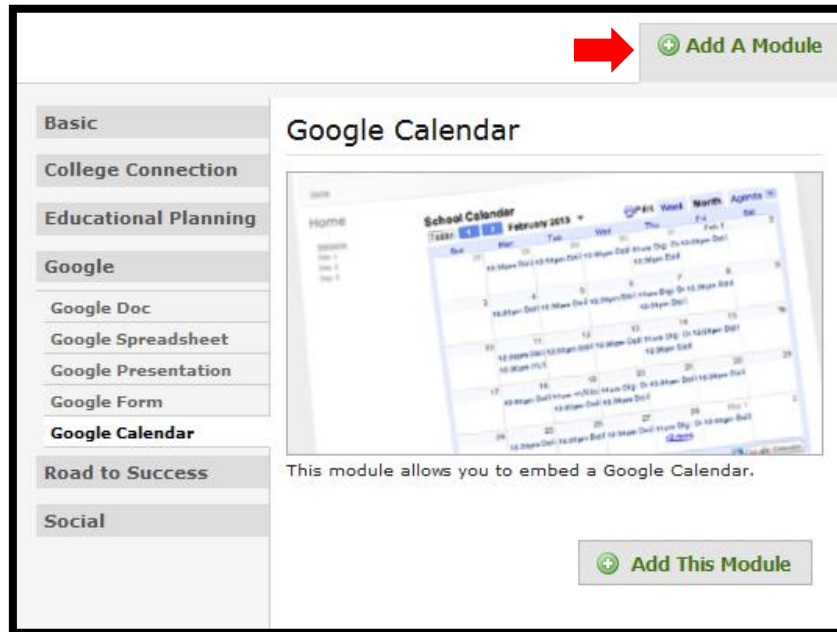

Image 1.1

2. From the list of modules, select the **"Google"** section. In the **"Google"** section, click **"Google Calendar"** and then the **"Add This Module"** button. *(See image 1.2)*
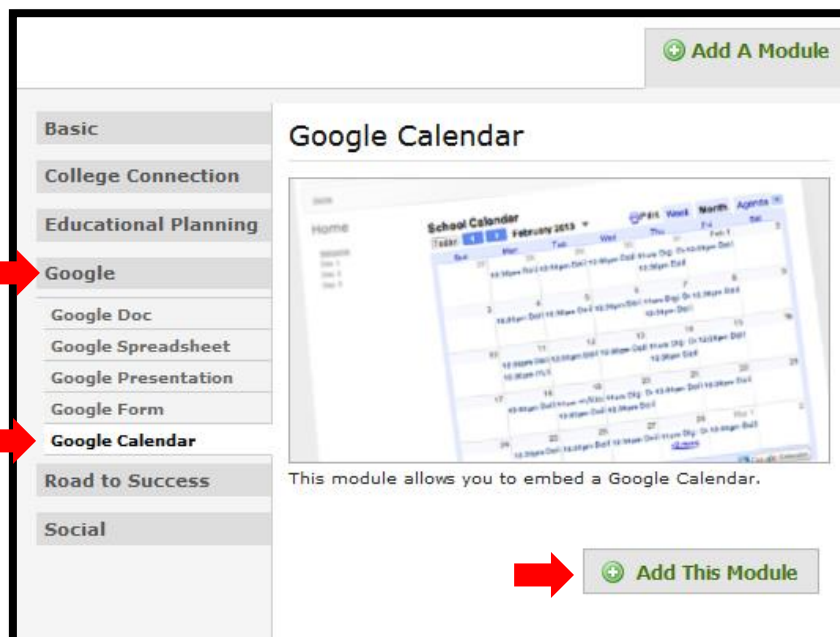

Image 1.2

3. The **"Google Calendar"** module will be added to your page. In the **"Edit"** mode of the module you will see the steps you need to follow to add the Google Calendar to your ePortfolio. Follow the steps and click **"Save"** and then **"Publish."** *(See image 1.3)*
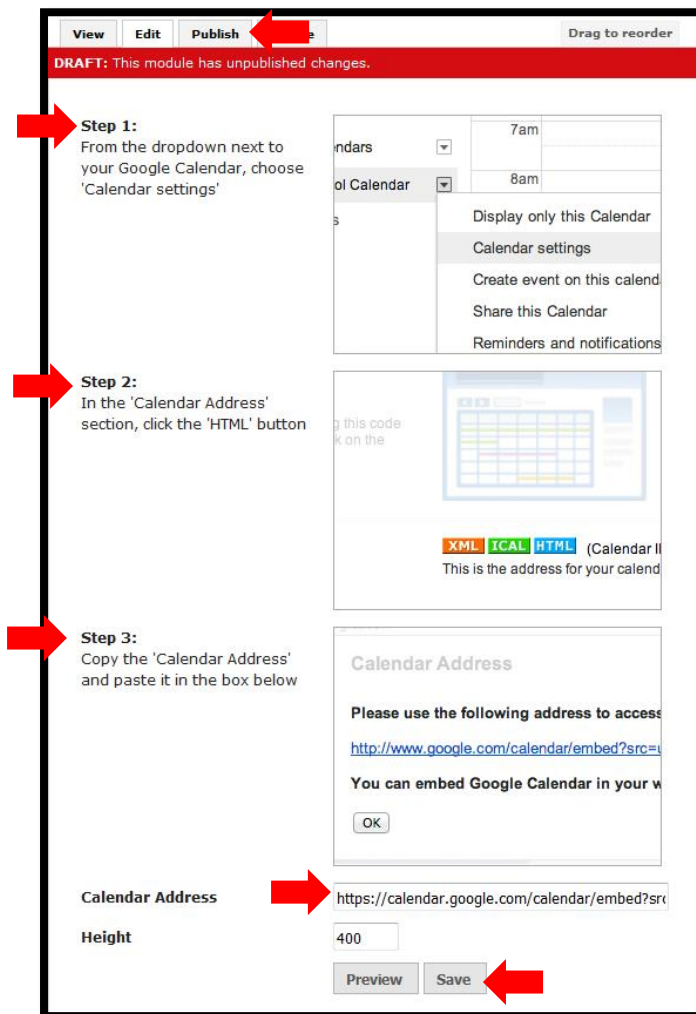

Image 1.3

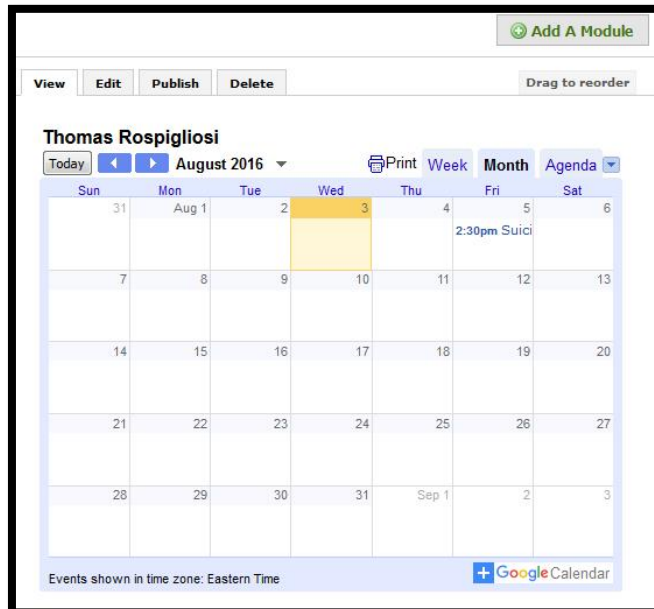4. Your **"Google Calendar"** will now be added to your ePortfolio. *(See image 1.4)*

Image 1.4