

## NTU Mail 訂閱行事曆 同步到各裝置

新學期到囉！除了教務處的行事曆，計中也推出可搭配 NTU Mail 的行事曆。只要簡單幾個步驟，即有這學期的行事曆。以下有操作流程，快來加入吧！

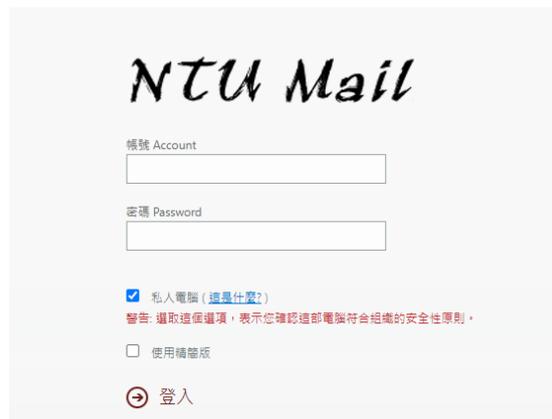
1. 至台大【教務處】網頁，點選【本校行事曆】。



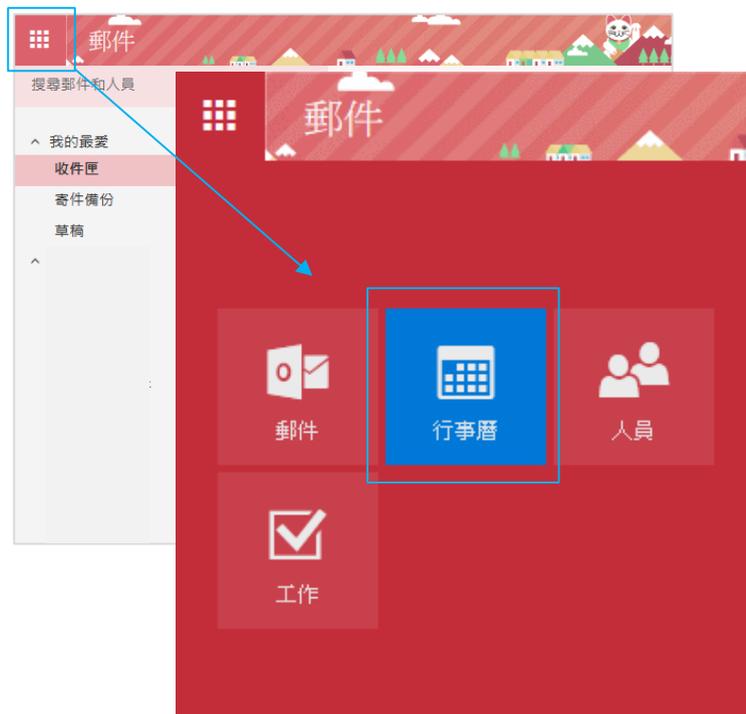
2. 滑鼠右鍵點擊【國立台灣大學網頁版行事曆】→ 選擇【複製連結網址】。



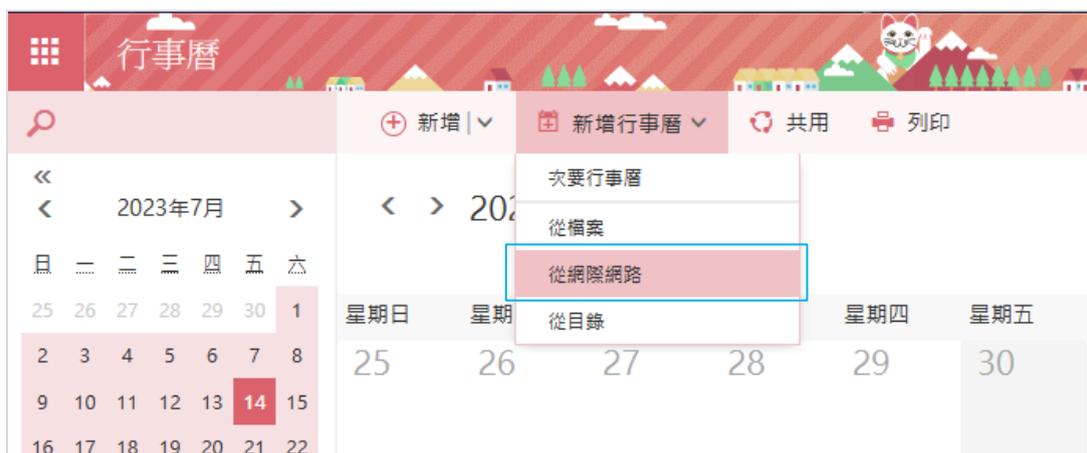
3. 登入 NTU Mail 網頁。( <https://mail.ntu.edu.tw/> )



4. 點選左上方圖示，選擇【行事曆】。



5. 於上方點選【新增行事曆】，選擇【從網際網路】。



6. 將剛剛複製的連結網址，貼上至【行事曆連結】欄位，將html圈選改成 ics。

The screenshot shows a web form for adding a calendar. At the top, there are buttons for '儲存' (Save) and '捨棄' (Discard). The main heading is '行事曆訂閱' (Calendar Subscription) with the subtext '線上訂閱，並保持最新狀態。' (Online subscription, and keep the latest status). There are two input fields: '行事曆連結' (Calendar Link) and '行事曆名稱' (Calendar Name). The link field contains a long URL ending in '.html', with a green callout box pointing to it that says '圈選起來，將 html 修改為 ics' (Select it, change html to ics). The name field contains '台大行事曆' (CUAU Calendar), with a green callout box below it that says '可自行設定名稱' (You can set the name yourself).

7. 加入成功後，在左邊其他行事曆下方(藍框處)，將出現新增的行事曆，若新增多筆也會出現多筆行事曆內容。

The screenshot shows a calendar interface for July 2023. On the left, there is a sidebar with a search icon and a list of calendars. Under the '其他行事曆' (Other Calendars) section, '台大行事曆' (CUAU Calendar) is highlighted with a blue box and an arrow pointing to it. The main calendar area shows a grid for July 2023 with various events listed, such as '學士班轉系、轉系、雙主修、校學士學位及碩、博士班雙主修申請' and '112學年度中等教評'.