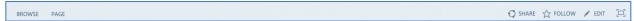
## **Embedding an Existing Outlook Calendar in a Modern SharePoint Page**

If your ribbon menu looks like this picture, you have a "classic" experience page. These instructions will not work for you. See the classic SharePoint guide.

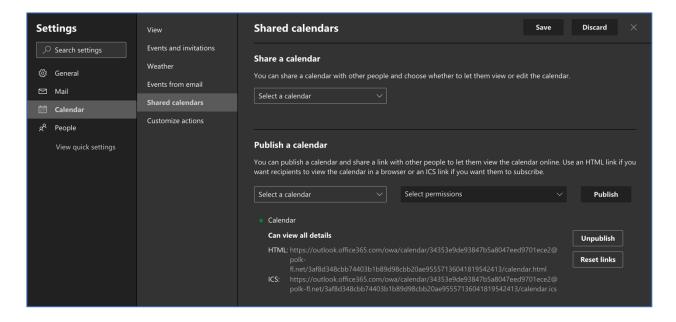


If your ribbon menu looks like this picture, you have a modern experience page and may proceed.



## **Outlook Online Prep**

- 1. In Outlook online (https://outlook.office365.com/calendar), click **Gear**.
- 2. Scroll to the bottom of the sidebar that appears and click View all Outlook Settings.
- 3. Look for Calendar, then Shared Calendars, then Publish a Calendar.
- 4. Under Publish a Calendar, select the calendar you want displayed, as well as the information you want available, then click **Publish**.
- 5. Click the HTML link to copy it.



# SharePoint Prep

- 1. Click the Gear.
- Click Site Information, then at the bottom of the sidebar that appears, click View All Site Settings.
- 3. Under Site Collection Administration, click HTML Field Security.
- 4. Type "outlook.office365.com" in the field under "Allow iframes from this domain"

#### Click Add and OK.



### Embed the Calendar in SharePoint

- 1. Edit your home page.
- 2. Add an **Embed** webpart. See the SharePoint Guide for details.
- 3. Paste the following html code into the sidebar.
- 4. <iframe src="http://...calendar.html" style="border:0px #ffffff none;" name="myiFrame" scrolling="no" frameborder="1" marginheight="0px" marginwidth="0px" height="100%" width="100%" allowfullscreen=""></iframe>
- 5. In the sidebar replace the calendar link (highlighted above) with the link you copied in the Outlook Online Prep section.
- 6. Republish your page.

