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Google Calendar Integration – Part 1 - QuickBase

Here is what we need to know from your QuickBase application for Google calendar integration. We need to do/know the following:

1. Need our id: gbtools@juicedtech.com invited into the application with enough permissions for us to do an installation, i.e. add tables and fields.
2. Which table will store the Google calendar events' details?
3. Google calendar event can be created with details like..
 - Start date and time
 - End date and time
 - Event Subject
 - Event Place
 - Event Description
 - Start date/time and end date/time are required fields to create an event. All other fields are optional.

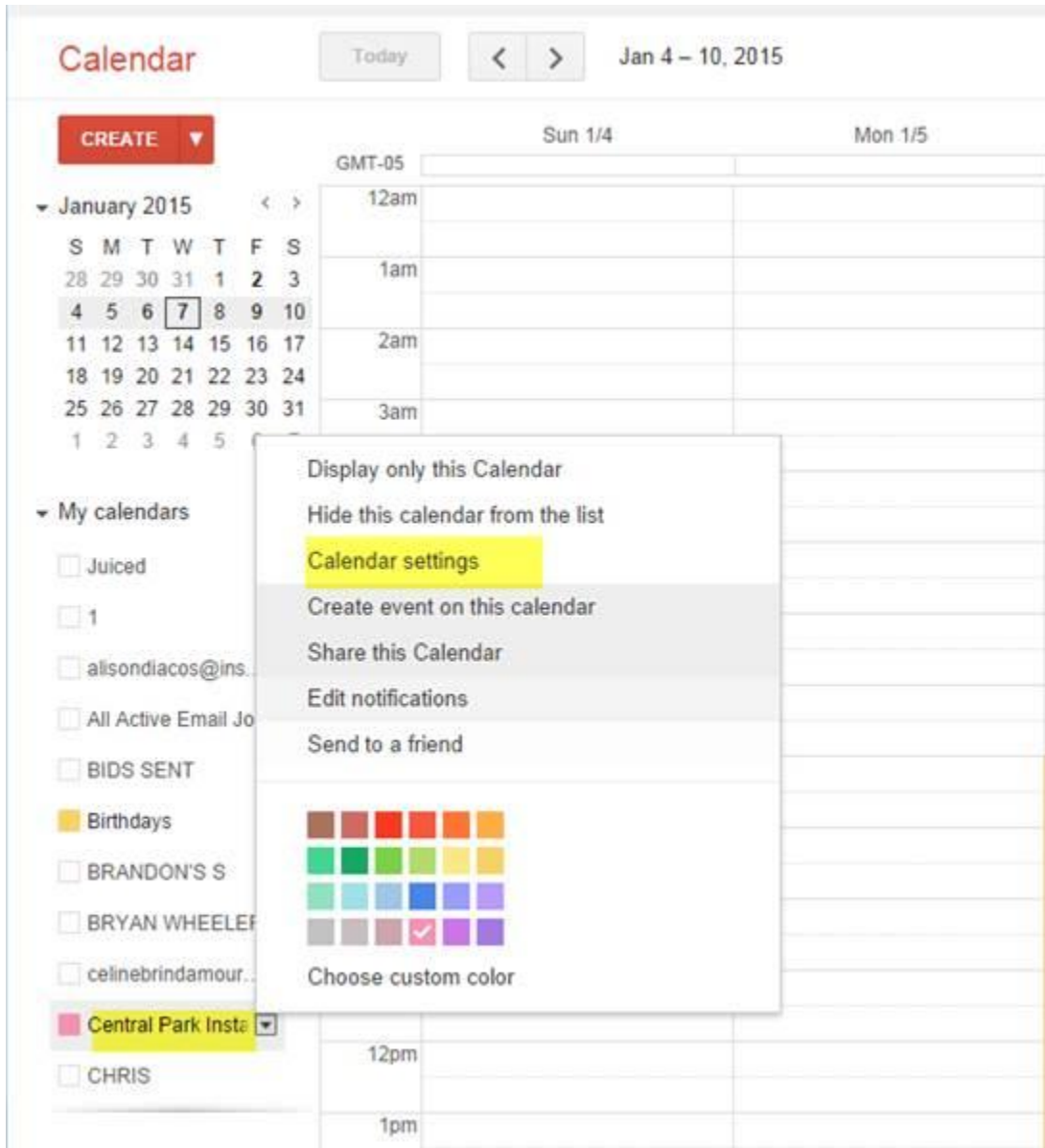
We need to know the fields that will store the details of an event to be created.

4. If we are syncing multiple calendars for a client, how do we determine which event gets created on which calendar.
5. Do you want to create all-day event as well?
6. Do you want to create/update/delete an event based upon certain conditions from your QuickBase application? If yes, please specify.

Google Calendar Integration – Part 2 - Google

In order for us to sync your Google calendars with your QuickBase application, you need to share your calendars with our id "google2@juicedtech.com". Please follow the instructions below to share your calendars with us.

1. Sign in to your Google account and go to Google calendar.
2. Create new Google calendars if you do not have any.
3. Once you have created Google calendars, you need to share each calendar with our id "google2@juicedtech.com".
4. Right click on a calendar and you will see an option "Calendar Settings".



The screenshot shows the QuickBase calendar interface. At the top, there's a 'Calendar' header with a 'Today' button and navigation arrows. The date range is 'Jan 4 - 10, 2015'. Below this is a 'CREATE' button and a 'GMT-05' label. The main area is a calendar grid for January 2015, with the 7th highlighted. To the left is a 'My calendars' list with checkboxes for various calendars, including 'Central Park Insta' which is selected. A context menu is open over 'Central Park Insta', listing options like 'Display only this Calendar', 'Hide this calendar from the list', 'Calendar settings' (highlighted in yellow), 'Create event on this calendar', 'Share this Calendar', 'Edit notifications', and 'Send to a friend'. Below these options is a color selection grid with a checkmark on a purple square, and a 'Choose custom color' option.

5. Click on calendar settings and you will see calendar details as below:

Central Park Installers Details

Calendar Details [Share this Calendar](#) [Edit notifications](#)

[Back to calendar](#)

Calendar Name:

Description:

Location: * e.g. "San Francisco" or "New York" or "USA". Specifying a general location will help people find events on your calendar (if it's public)

Calendar Time Zone: Country: (choose a different country to see other time zones)
 Please first select a country to select the right set of time zones. To see all time zones, check the box instead. New select a time zone: Display all time zones

Auto-accept invitations
 Calendars for resources like conference rooms can automatically accept invitations from people with whom the calendar is shared when there are no conflicting events. [Learn more](#)

Auto-accept invitations that do not conflict.
 Automatically add all invitations to this calendar.
 Do not show invitations.

Embed This Calendar
 Embed this calendar in your website or blog by pasting this code into your web page. To embed multiple calendars, click on the Customize Link.

 Paste this code into your website. Customize the color, size, and other options.

```
<iframe src="https://www.google.com/calendar/embed?src=5f42m15de710ue4ba7be0f9g%40group.calendar.google.com&ctz="></iframe>
```

Calendar Address: [Learn more](#) [Change sharing settings](#) [URL](#) [iCAL](#) [HTML](#) (Calendar ID: 5f42m15de710ue4ba7be0f9g@group.calendar.google.com)
 This is the address for your calendar. No one can use the link unless you have made your calendar public.

Private Address: [Learn more](#) [URL](#) [iCAL](#) [Reset Private URL's](#)
 This is the private address for this calendar. Don't share this address with others unless you want them to see all the events on this calendar.

Delete calendar: [Learn more](#) [Permanently delete this calendar](#)
 Delete. The calendar will be permanently erased. Nobody will be able to use it anymore.

- As highlighted, click on the setting "Share this Calendar".
- You will see sharing options as below:

Central Park Installers Details

Calendar Details [Share this Calendar](#) [Edit notifications](#)

[Back to calendar](#)

Make this calendar public [Learn more](#)
 This calendar will appear in public Google search results.
 Share only my free-busy information (Hide details)

Share with specific people

Person	Permission Settings	Remove
<input type="text" value="juicedtech2005@gmail.com"/>	<input type="button" value="Make changes AND manage sharing"/> <input type="button" value="Add Person"/>	<input type="button" value="Remove"/>

Tip: Sharing with coworkers?
 Companies can move to Google Calendar to make sharing easier. [Learn how](#)

[Back to calendar](#)

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- In Person field enter "google2@juicedtech.com"
- Select an option "Make changes AND manage sharing" from the permission settings option and click the button "Add Person".
- Click "Save" button to save your changes.
- Repeat these steps for each Google calendar that you would like to sync to QuickBase.