Basics 1: Log into Google Calendar

Google Calendar is Lehigh’s officially supported electronic calendar. Follow the steps below to log into it.

1. **Open a web browser**, like Google Chrome, and type `g.lehigh.edu` or `www.lehigh.edu/google`.

2. **Click on the Calendar icon**, and enter your Lehigh **username and password**.

3. You should now see your Google calendar.

To best familiarize yourself with this tool, have a look at some of the available resources:

- Google’s own excellent [Getting Started Guide](#)
- Their [Google Calendar Help pages](#)
- LTS also has regularly scheduled [Google Calendar training](#)
- A helpful guide, for going beyond the basics: [Tips and Tricks of Google Calendar](#)
- **Public Calendars** -- many calendars of events at Lehigh that have been shared by departments. You can too: [submit a public calendar](#).