How to Subscribe to the ROSES-2017 Due Date Calendar

A public Google calendar has been created that contains the NOI and Proposal due dates for all ROSES program elements. This document provides some top level instructions for how to subscribe to this calendar so that it will stay up to date if amendments are posted that change due dates or new program elements are added.

Please note that this is a UNOFFICIAL tool. Proposers are advised to use caution in depending solely upon this calendar for knowledge of due dates. There are many issues that could cause problems, resulting in missed updates or inaccurate information. Please consult the official tables of due dates, which are available on NSPIRES at:

**TABLE 2: SOLICITED RESEARCH PROGRAMS (IN ORDER OF PROPOSAL DUE DATES)**

and

**TABLE 3: SOLICITED RESEARCH PROGRAMS (IN ORDER OF APPENDICES A–E)**

Instructions are provided below for subscribing to the “ROSES 2017 calendar” using either iCal (on a Mac) or Outlook 2010. Other calendar tools may be able to be used. The NSPIRES Help Desk CANNOT assist users with this subscription process; if you need help please consult your own IT department (or Google it).

Please send comments, problems, and suggestions to sara@nasa.gov. The decision to continue using such a tool will be made in large part based on user feedback.

The calendar link that you will need to subscribe by either method is below. **Warning:** do not simply click on that link!! For some users, just clicking will simply create a static snap shot of the calendar as it exists when you clicked, but you will not be subscribed and it will not update:

https://calendar.google.com/calendar/ical/kgv1kt93tp1g4uok4t0vko4b8k%40group.calendar.google.com/public/basic.ics

If you prefer to simply view the calendar in a browser, you can use this URL:

https://calendar.google.com/calendar/embed?src=kgv1kt93tp1g4uok4t0vko4b8k%40grou p.calendar.google.com&ctz=America/New_York
How to Subscribe via iCal. (see below for Outlook)

Open iCal and select the file menu, New Calendar Subscription:

Enter the URL provided above (that ends in .ics) to the pop up window:

Then you can personalize it somewhat:
You could change the name, change the color, and importantly you can change how often it auto-refreshes.

Click OK and voila! You have the ROSES due dates in your calendar. ROSES 2017 is that pinkish color. I have ROSES 2016 in green.

See next page for Outlook.
How to subscribe via Outlook 2010

In the Info area, select Account Settings:

continued…
Select the Internet Calendars tab and click “New”. Then copy the calendar URL into the pop up box (the one that ends in .ics above) and click “Add”.