How to Subscribe to the ROSES-2018 Due Date Calendar

A public Google calendar has been created that contains the NOI and Proposal due dates for all ROSES-2018 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. I think that I have added a 4-week in advance notification, but cannot promise that it will work for all subscribers. It isn’t clear to me if that pushes to everyone or not….

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:

http://solicitation.nasaps.com/ROSES2018table2 and
http://solicitation.nasaps.com/ROSES2018table3

Instructions are provided below for subscribing to the "ROSES 2018 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 snapshot 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/gph0q6pqodk0jfop53v9ds79vk%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=gph0q6pqodk0jfop53v9ds79vk%40group.calendar.google.com&ctz=America%2FNew_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 (screen shot from last year):
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 2018 in blue; just a single test event here.

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

In the Info area, select Account Settings:

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".
Internet Calendars
You can add or remove an Internet Calendar. You can select a calendar and change its settings.

<table>
<thead>
<tr>
<th>Internet Calendar</th>
<th>Size</th>
<th>Last Updated on</th>
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New Internet Calendar Subscription
Enter the location of the Internet Calendar you want to add to Outlook:
Example: webcal://www.example.com/calendars/Calendar.ics

Add | Cancel

Subscribed Internet Calendars are checked once during each download interval. This prevents your list from possibly being suspended by the publisher of an Internet Calendar.