

Interface – Apple Calendar

Step 1: Select the user

The Apple Calendar can be added by logging into Simple-Simon and going to 'Your Team' → 'Users'. Select for which person you want to create the Apple interface.

Step 2: Start the interface

Edit the user and select 'Yes' at 'Connect Calendar'.

Step 3: Choose the correct interface

Now choose the Apple Calendar. You can also select whether the interface should work one way or both ways (Simon – Apple Calendar).

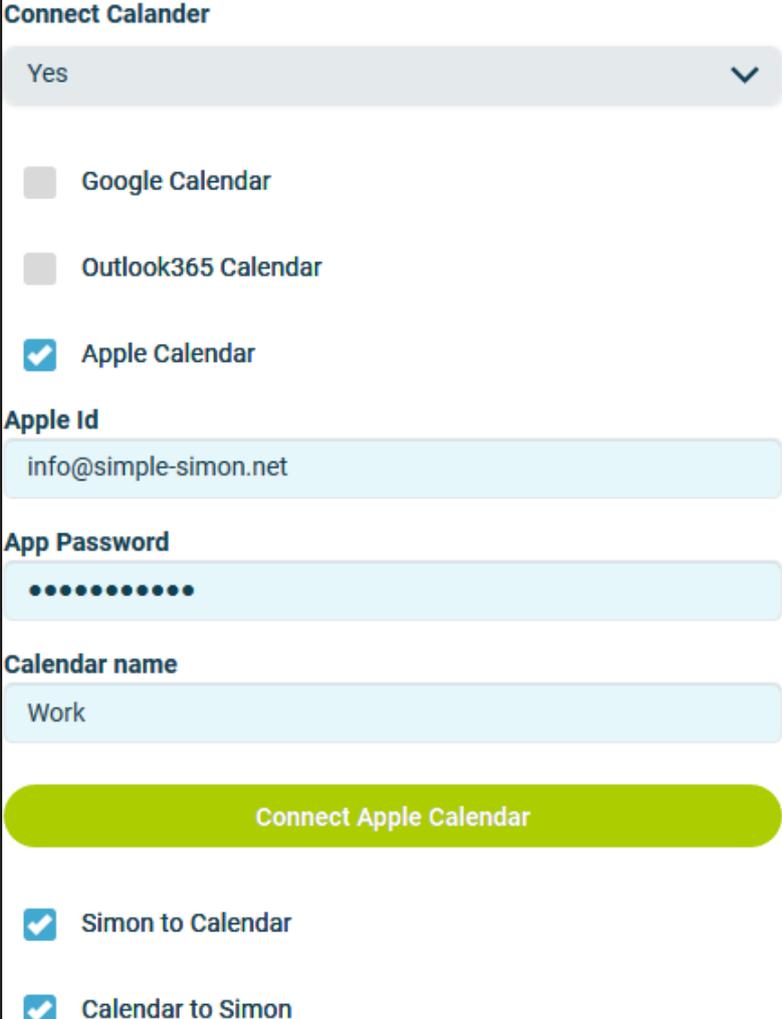
Step 4: Fill in the required fields

A. Apple ID: this can be found on your Apple device → Settings.

You can also change your general Apple password here. You need this password later on.

B. App Password: this password can be generated on 'appleid.apple.com'. We will explain how this works further on.

C. Calendar Name: choose which Calendar Simon can connect with. The name of the calendar can be found on your Apple Device → 'Calendar' → 'Calendar'. Choose which Calendar should be on and add the calendar name to Simon.



The screenshot shows a form titled "Connect Calander" with the following elements:

- A dropdown menu set to "Yes".
- Three checkboxes for calendar types: "Google Calendar" (unchecked), "Outlook365 Calendar" (unchecked), and "Apple Calendar" (checked).
- An "Apple Id" text field containing "info@simple-simon.net".
- An "App Password" text field with masked characters (dots).
- A "Calendar name" text field containing "Work".
- A prominent green button labeled "Connect Apple Calendar".
- Two checkboxes at the bottom: "Simon to Calendar" (checked) and "Calendar to Simon" (checked).

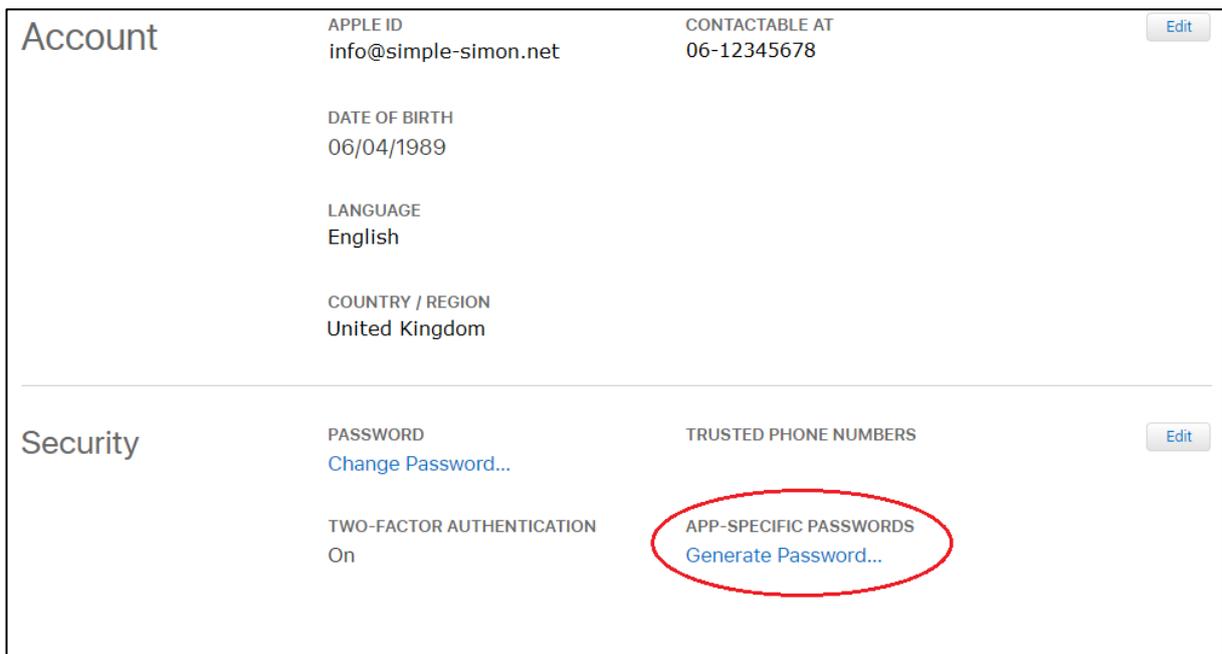
Step 5: Create the App Password

The app password is not the same as the general Apple ID password.

As Simple-Simon is not an app of Apple itself, it requires a unique App password.

To create this unique App password go to → 'appleid.apple.com' → Log in with your Apple ID and the general Apple ID password. The verification code will be shown on your Apple Device.

- Once your logged in, 'App-specific password' is shown. Select create password. Choose a temporary password and choose create. Apple now creates a 'App specific password'. This is the App Password.



Step 6: Create the interface

Fill in all required fields and select 'Connect Apple Calendar'.

The interface will start and all new work orders and/or appointments will be send.