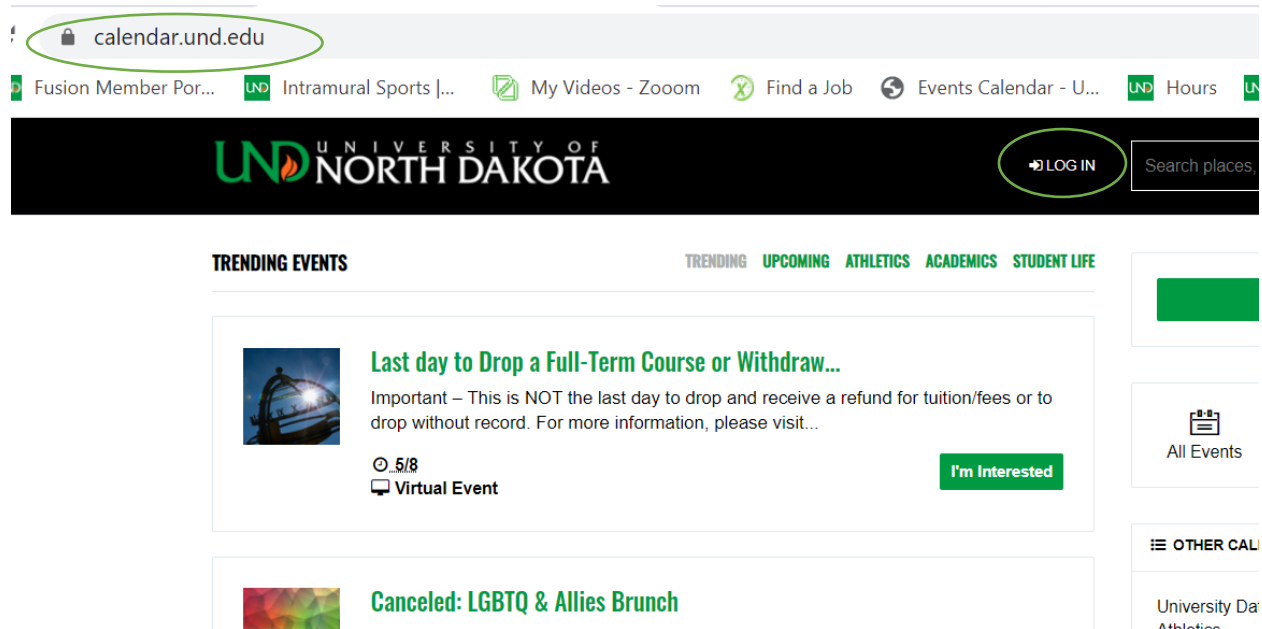


# How to set up a custom UND Event Email list

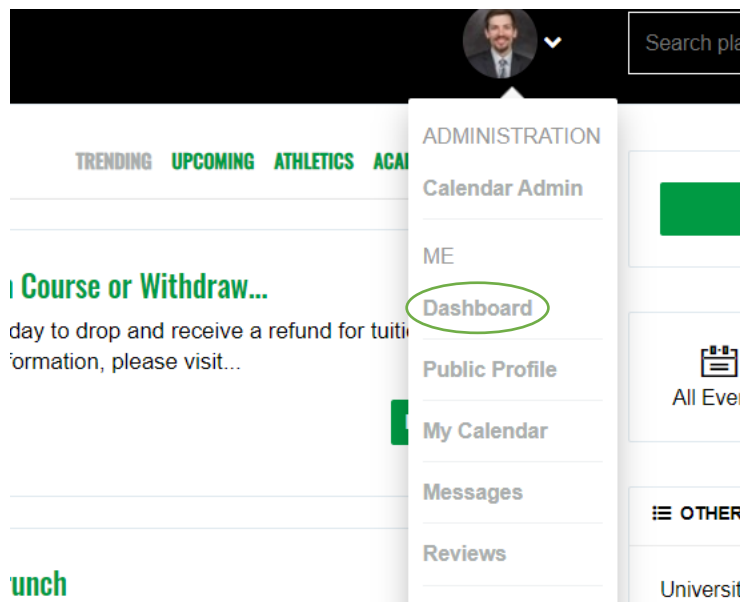
Sick of the many, many programming and event emails? Create your own, custom weekly email with only the events that you want to see! It's super easy to set up and will help you stay up to date without being overwhelmed!

To set it up:

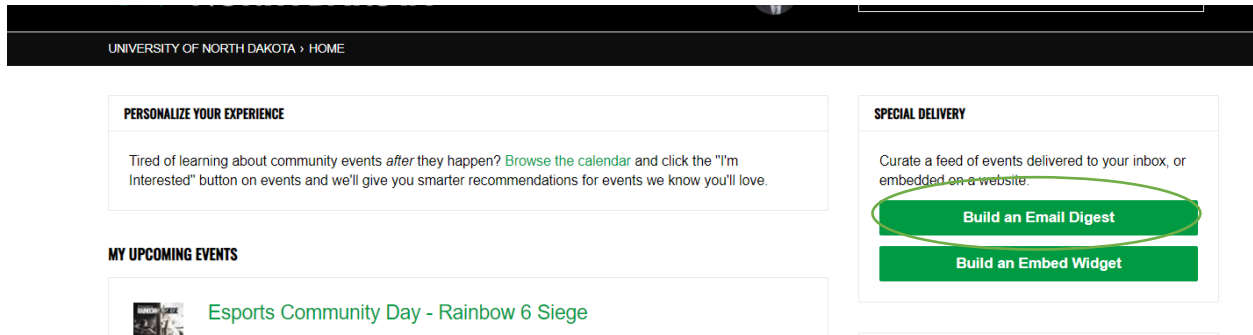
1. Go to [calendar.und.edu](https://calendar.und.edu).
2. Sign in by using your Campus Connection username (typically "firstname.lastname") and password.



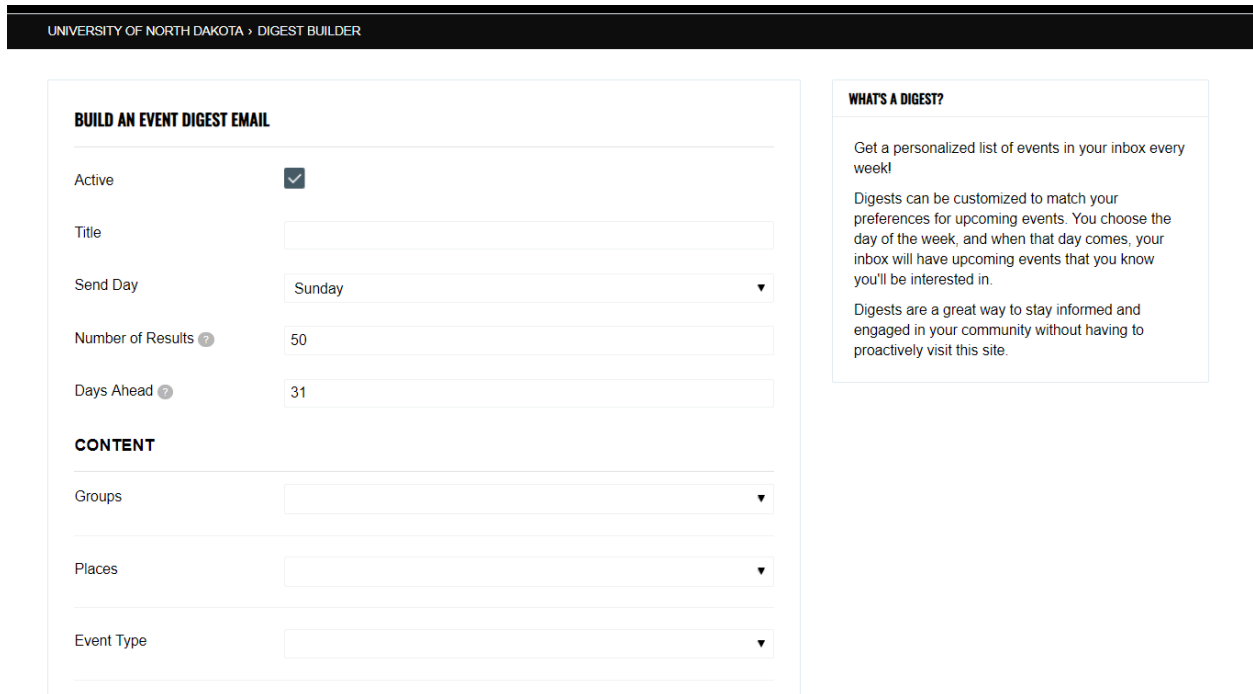
3. Once you are logged in, click your profile picture (where the "Log In" button was), and select "Dashboard."



- On your dashboard screen, you will see all of the events that you have marked as “interested,” as well as the “Email Digest” button. Select this “Email Digest” button to begin creating your custom email.



- Title your email digest, as well as how many results you would like to appear and the day of the week you would like to receive the email.



6. Select a variety of keywords that will determine the types of events you will see (i.e., hockey, bingo, trivia, etc.). Then, save the changes and your digest is complete! You can edit it anytime by returning to your dashboard.

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Keywords and Tags

Only Show Featured

Only Show Sponsored

Include All Matching Instances

Content Must Match  ▼

**EXCLUDED CONTENT**

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Keywords and Tags

Event Type  ▼

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Events by Audience  ▼

---

Events by Topic  ▼

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Events by Colleges & School  ▼

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[Save Changes](#)