

KPMG Digital Tax Calendar

Installing Manual

For Google Calendar

Step 1. Click the button Google Calendar, to open KPMG Tax Calendar in a new window

Work in the New Normal is all about improving connection and effectiveness through digitalisation. In the spirit of this new digital era, we would like to introduce **KPMG Tax Calendar** in different formats which helps to centralise your calendar into one place. Integrate this to your calendar to never forget any important dates wherever you work from. Explore more about **KPMG Digital Tax Calendar**:

Install KPMG 2024 Digital Tax Calendar

Google Calendar

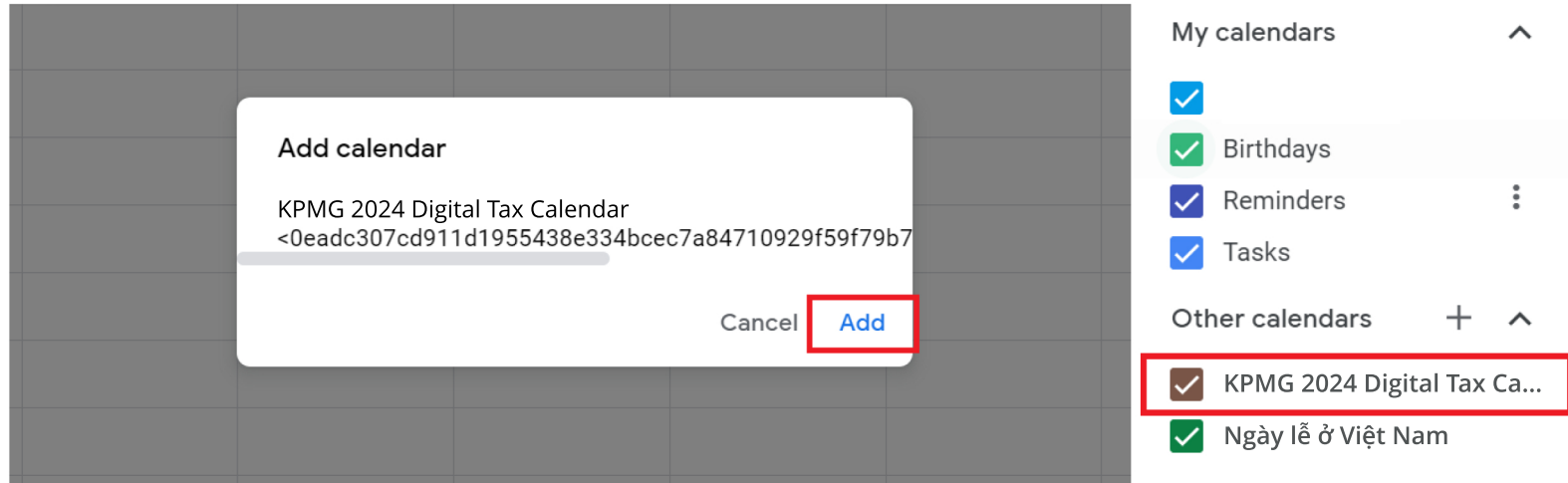
Outlook Calendar

Step 2. At the bottom right corner of the screen, click the icon **Google Calendar**.

Sun	Mon	Tue	Wed	Thu	Fri	Sat	Jan 1
26	27	28	29	30	31		Western New Year and Effective
2	3	4	5	6	7	8	
9	10	11	12	13	14	15	
16	17	18	19	20	21	22	
23	24	25	26	27	28	29	
30	31	Feb 1	2	3	4	5	
Lunar New Year							

Events shown in time zone: Indochina Time - Ho Chi Minh City

Step 3. Another window to your Google Calendar will be opened and Google Calendar will import everything from the file. You should see the changes immediately.



For Outlook

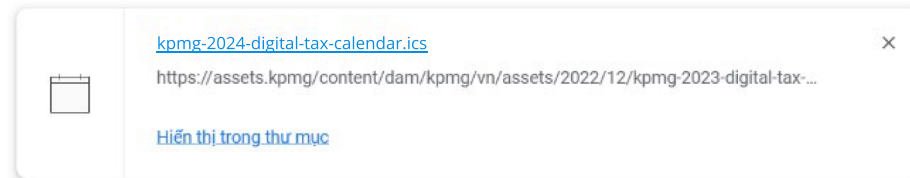
Step 1. Click the button **Outlook Calendar** to open the **KPMG 202x Tax Calendar.ICS** file directly. If this does not work, you may need to download the file to your computer before you can open it.

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Google Calendar

Outlook Calendar



Step 2. When you open the **KPMG 202x Tax Calendar.ICS** file, it will prompt Outlook to open automatically. The calendar itself will open in a separate window.



Note: Save the event to your calendar using one of the two options:

- Click **Import** if you want to add events into your own calendar (**recommended**)
- Click **Open as New** if you want to save it as a new calendar.
- The events have now been added to your calendar.