

Calendar Syncing FAQ

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Syncing subscribes your calendar app to your Pipeline task due dates, so they stay current without extra clicks. Answers to the common questions about which calendars work, syncing to Outlook on the web, and choosing which tasks come across.

Which calendars can I sync my tasks to?

Google Calendar, Apple Calendar (iCal), Outlook, or any app that accepts a subscription link. You add the link Pipeline gives you using your calendar's "subscribe from URL / web" option.

How do I sync my tasks to Outlook on the web?

Copy the link from Pipeline, then subscribe to it in Outlook. Click [Sync Tasks] on the Tasks page to copy the link. In Outlook on the web, go to Calendar, click [Add Calendar], choose [Subscribe from web], paste the link, name the calendar, and save. Your Pipeline tasks will then appear in Outlook.

Why doesn't clicking the Outlook link sync my tasks directly on the web?

Direct-open is for the Outlook desktop app. For Outlook on the web, copy the link instead and add it through [Add Calendar] → [Subscribe from web].

Can I sync only some of my tasks instead of all of them?

Yes. Search or filter your task list first — by Key Date tasks, your @ Tasks, agent-checked tasks, status, or due-date range — then click [Sync Tasks], and only the tasks in that filtered view will sync.

Do completed tasks disappear from my calendar, and how often does it update?

Yes — completed tasks drop off and new ones are added automatically. Your calendar app refreshes the feed in the background. How often that happens depends on the app you use.

How do I stop syncing my tasks?

Unsubscribe from the "Pipeline Tasks" calendar in your calendar app. Open your calendar, find that subscribed calendar, and use its remove or unsubscribe option. Your Pipeline tasks then stop showing up there.

Learn More

See your Pipeline task due dates right inside the calendar you already live in — Google, Apple, Outlook, or any app that takes a subscription link.

See [Calendar Syncing](#)

Still Have Questions?

Didn't find your answer above? Email us at help@paperlesspipeline.com and we'll help.
