

## Disconnecting a calendar

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After you've connected your calendar, you might want to disconnect the calendar so that you can [connect a new calendar](#) or [work without a connected calendar](#). If you think that you might connect the same calendar later, or if you are experiencing any issues, [contact OnceHub support](#) before disconnecting.

In this article, you'll learn how to disconnect a calendar and learn about the effects of calendar disconnection.

In this article:

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### Disconnecting your calendar

1. select your profile picture or initials in the top right-hand corner → **Profile settings** → **Calendar connection**.
2. Next, click the **Disconnect** link next to your email address (Figure 1).

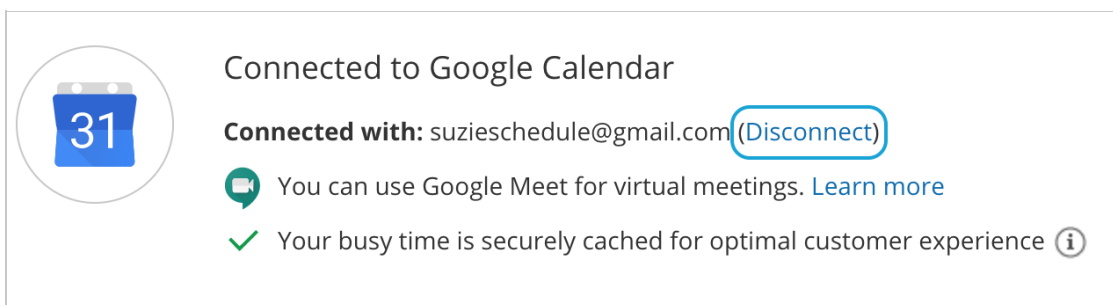


Figure 1: Disconnect your calendar

3. The **Calendar disconnection** pop-up will appear (Figure 2). Select one of the three options and click the **Disconnect** button.

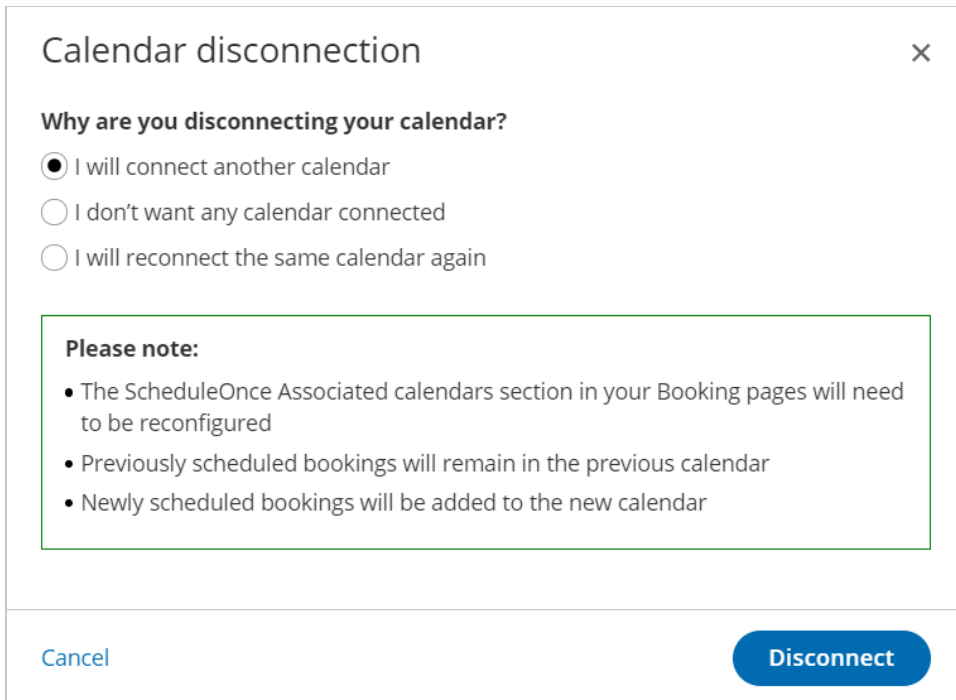


Figure 2: Calendar disconnection pop-up

## Calendar disconnection effects

Depending on which of the three options you choose from the pop-up, there will be some changes to the functionality of the OnceHub products that were connected to this calendar.

Scenario	OnceHub
<b>I will connect another calendar</b>	<p>All your <a href="#">Booking pages</a> will need their <a href="#">calendar settings</a> reconfigured.</p> <p>Existing bookings will remain in the previous calendar, but will not be updated if canceled or rescheduled.</p> <p>Existing bookings that have not taken place yet will <b>not</b> be added to the new calendar.</p> <p>New bookings will be added to the new calendar from now on.</p>
<b>I don't want any calendar connected</b>	<p>Busy time will not be retrieved from any calendar.</p> <p>New bookings will not be added to a calendar.</p> <p>Existing bookings will remain in the previous calendar, but will not be updated if canceled or rescheduled.</p>

**I will reconnect the same calendar again**

Reconnecting the same calendar is **NOT RECOMMENDED** without consulting [OnceHub support](#).

All of your Booking pages will need their calendar settings reconfigured.

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 **Important:**

You should not revoke access to OnceHub from within the settings of your connected calendar. This will be regarded as a connection error and will prevent you from accepting bookings and scheduling meetings.

If you need to disconnect your calendar, please make sure to do it in your OnceHub Account.

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