

Exchange admin center

- dashboard
- recipients
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sharing add-ins

Organization Sharing

Enable free/busy and other calendar information sharing between federated Exchange organizations. [Learn more](#)

ON	NAME

Individual Sharing

Allow users to share calendar information and other free/busy information with people in other federated Exchange organizations.

ON	NAME
☒	Default Sharing Policy (DEF)

Organization Relationship - Internet Explorer
https://outlook.office365.com/e

new organization relationship

Create an organization relationship to allow users to share calendar free/busy and other calendar information with people in other federated Exchange organizations. [Learn more](#)

*Relationship name:

*Domains to share with:

☐ Enable calendar free/busy information sharing

☒ Calendar free/busy information with time only
☐ Calendar free/busy information with time, subject, and location

Share calendar free/busy information for:

☒ Everyone in your organization
☐ A specified security group

Enter the security group that contains the internal users that will share calendar free/busy information

Browse...

Save Cancel

Enter a friendly name for the organization relationship.