

Appointment

Insert

Format Text

Review

Developer

Help

 Tell me what you want to do



Delete

Copy to My
Calendar



Actions



Appointment



Scheduling

Show



Skype
Meeting

Skype M...



Meeting
Notes

Meeting...




Invite
Attendees


Attendees




☐ Free


 Recur...

☒ Free

 Working Elsewhere

 Tentative

 Busy

 Out of Office

Tue 9/19/2017



6:00 AM



☐ All day event