

File Home Send / Receive Folder View

Change View Reset View Current View

Day Work Week Week Month Schedule View Arrangement

Time Scale Overlay Working Hours

Color Color

Daily Task List Navigation Pane Reading Pane To-Do Bar Layout

Reminders Open in New Window Close All Items

Find a Contact

- My Calendars
- ☒ Calendar Personal Folders
 - ☐ Blank Calendar
 - ☐ Notes
 - ☐ Calendar - Archive Folders
 - ☒ My Personal
 - ☐ Other Calendars

December 2012

Search All Calendar Items (Ctrl+E)

Calendar - Personal Folders

	Mon	Tue	Wed	Thu	Fri	Sat	Sun
11/26 -	26 CALL:	27 Gas ti	28 Charg	29 SPEA	30 Re: St	1 Electr	2 stay
12/3 - 8	3	4 SPEA	5 Meeti	6	7 COAC	8 Call G	9
12/10 -	10	11 SPEA	12	13 SPEA	14 COAC	15 EVEN	16
12/17 -	17 CALL	18 SPEA	19	20 SPEA	21	22 HOLIDAYS	23
12/24 -	24	25	26	27	28	29	30
12/31 -	31 HOLIDAYS	1	2	3	4	5	6

My Personal

	Mon	Tue	Wed	Thu	Fri	Sat	Sun
11/26 -	26	27	28	29	30	1	2
12/3 - 8	3	4	5	6	7	8	9
12/10 -	10	11	12	13	14	15	16
12/17 -	17	18	19	20	21	22	23
12/24 -	24	25	26	27	28	29	30
12/31 -	31	1	2	3	4	5	6

December 2012

Mo	Tu	We	Th	Fr	Sa	Su
26	27	28	29	30	1	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	1	2	3	4	5	6

Today

Call George when I wake up. He'll bring my other 10:30 AM - 11:00 AM

Tuesday

SPEAK: DBIb: Outlook 9:00 AM - 4:00 PM

Thursday

1 appointment

Arrange By: Flag: Due D...

Type a new task

No Date

T4 Research API

Items: 1 Reminders: 16