

Shirley, Jeffery

Chat settings

DESKTOP NOTIFICATIONS

[About notifications](#) ?☒ Allow chat notifications

Turn off 'Do not disturb' to get chat and room notifications

Turn off

☐ Play notification sounds

THEMES

☐ Light☒ Dark

UNREAD

Jeffery Clark 1 min
Hi Shirley, can we review the result tomorrow? I believe more data will be collected by the end of today. Hope that's alright for you.

Busy until 5:00 PM

History is off



Working hours & location

Main office location

Only your administrator can set your main office location

- ☒ Enable working hours
Working hours will inform people if they try to invite you to a meeting outside of these hours
- ☒ Enable working location
Lets others know where you're working when they invite you to an event.
Only people who can view your free/busy availability can see your working location.

M T W T F S S

Monday 10:00 to 18:30

Tuesday 10:00 to 18:30

Wednesday 10:00 to 18:30

Thursday 10:00 to 18:30

Friday 10:00 to 18:30

Office

Office ✓

Home

Unspecified

Somewhere else

[Learn more about working hours & location](#)