∧ Sharing settings

External sharing options for primary calendars
Locally applied

Outside Ink 42 - set user ability for primary calendars
By default, primary calendars are not shared outside Ink 42. Select the highest level of sharing that you want to allow for your users.

- ● Only free/busy information (hide event details)
- ○ Share all information, but outsiders cannot change calendars
- ○ Share all information, and outsiders can change calendars
- ○ Share all information, and allow managing of calendars

Internal sharing options for primary calendars
Locally applied

Within Ink 42 - set default
Users will be able to change this default setting. Super Admins have 'Make changes and manage sharing' access to all calendars on the domain. ❓

- ○ No sharing
- ○ Only free/busy information (hide event details)
- ● Share all information