

FileHomeSend / ReceiveFolderViewHelpMimecast

New AppointmentNew MeetingNew Items

Schedule a MeetingStart Instant Meeting

New Lync Meeting

TodayNext 7 Days

DayWork WeekWeekMonthSchedule View

Add CalendarShare Calendar

Search PeopleAddress Book

Send/Receive All FoldersUndo

August 2022

SU	MO	TU	WE	TH	FR	SA
31	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			

September 2022

SU	MO	TU	WE	TH	FR	SA
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	
18	19	20	21	22	23	
25	26	27	28	29	30	
2	3	4	5	6	7	8

My Calendars

☒ Calendar - j8@outlo...
☐ Birthdays
☐ Calendar - My Outlook Data...

Other Calendars

☐ Your family

Shared Calendars

☐ United States holidays

Going out for mini vacation - Event

FileEventScheduling AssistantInsertFormat TextReviewHelp

UndoDeleteForwardCalendarSchedule a MeetingLync MeetingSend to OneNoteInvite AttendeesShow AsReminder

FreeWorking ElsewhereTentativeBusyOut of Office

1

Going out for mini vacation

Start timeSat 27-08-202200:00All dayTime zones

End timeTue 30-08-202200:00Make Recurring

LocationNew york

2

Hello, I am going out for minivacation to rejuvenate myself from my busy schedule. If you want any help, please contact john on my behalf.

Thank you
Vienna

3

3

0

7

4

Calendar - j8@outlo...

Items: 0

87°FPartly sunny

06:33 PM26-08-2022