

File

Home

Send / Receive

Folder

View

Tell me what you want to do...



New



New



New

Appointment Meeting Items ▾

New



New



New



New



New



New



New



New



New



Open



Calendar

calendar ▾ Groups ▾

Manage Calendars



E-mail

Calendar



Share

Calendar



Publish

Online ▾



Calendar

Permissions

Share

July 2019

SU	MO	TU	WE	TH	FR	SA
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			

August 2019

SU	MO	TU	WE	TH	FR	SA
				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	7

Calendar Properties

General AutoArchive Permissions Synchronization

Name	Permission Level
Default	Free/Busy time
anja musterau	Editor
Anonymous	None

Add...

Remove

Properties...

Permissions

Permission Level:

- Editor
- Owner
- Publishing Editor
- Editor
- Publishing Author
- Author
- Nonediting Author
- Reviewer
- Contributor
- Free/Busy time, subject, location
- Free/Busy time

Read

- ☐ None
- ☐ Free/Busy time
- ☐ Free/Busy time, subject, location
- ☒ Full Details

Other Free/Busy

Delete items

- ☐ None
- ☐ Own
- ☒ All

Other

- ☐ Folder owner
- ☐ Folder contact
- ☒ Folder visible

OK

Cancel

Apply

Washington, D.C. ▾

Today
75° F / 70° FTomorrow
83° F / 71° F

DAY

WEDNESDAY

THURS

3

4

10

11

17

18

24

25

31

Aug 1