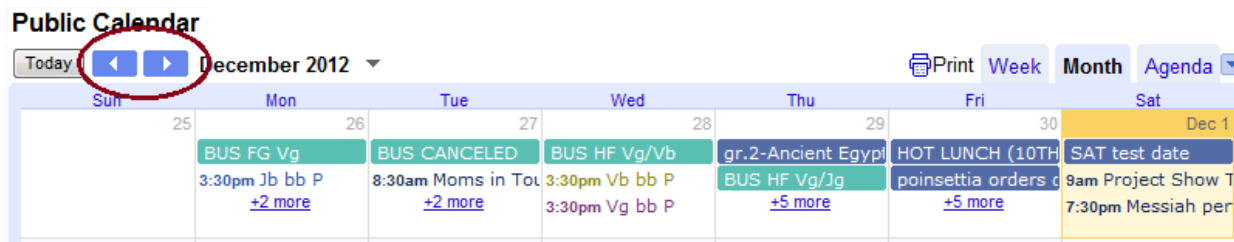
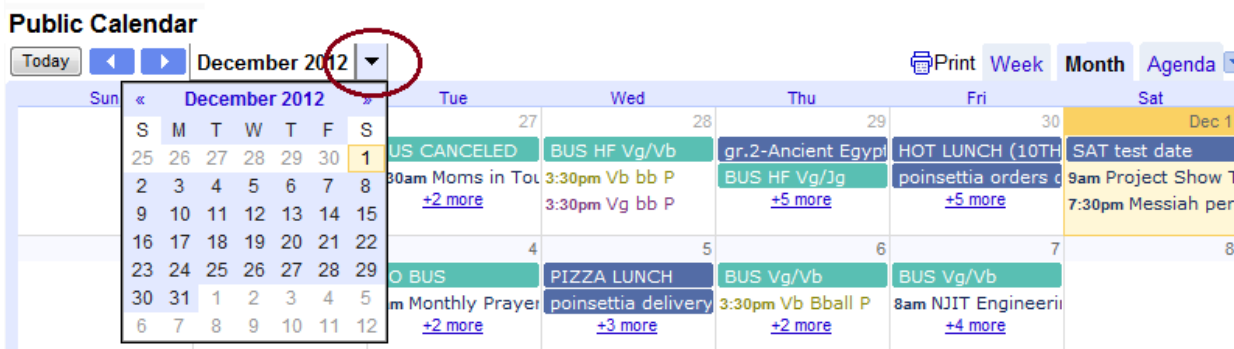


Google Calendar Tips

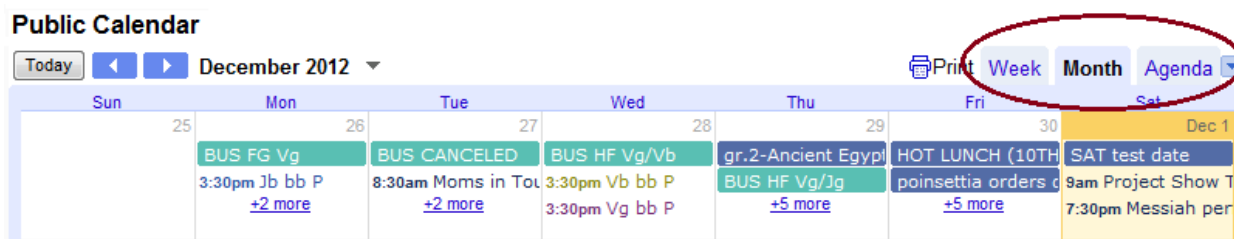
Finding a specific month: use the arrows to the left of the Month & Year to navigate to the month you are looking for.



Finding a specific date: click on the down arrow and navigate using the "<<" and ">>" to the left and right of the Month to find the month. Then click on the specific date.



Changing the calendar view: click on the "Week", "Month" or "Agenda".



View/hide different calendars: click on the down arrow to the right of the "Agenda" button and select/deselect the checkbox to the left of the calendar name. The selected calendars will be displayed.

