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## Online Group Calendar

Stay organized and in control with 24/7 access to all of your important events, projects and files &mdash; whether you're at work, at home or on the road &mdash; with Online Group Calendar.

Easily manage even the busiest schedule online with our powerful calendar and organizational tool. Keep track of family activities and events, important dates - even find free time! You never have to forget an appointment, birthday or anniversary again - Online Group Calendar lets you send yourself email reminders.

And Online Group Calendar isn't just for personal use. You can share your calendar, projects and files so everyone in your office is up to date. Plus, search your entire group to find times when everyone is available to meet, manage company resources and much more.

Choose the plan that fits your schedule!

Economy Edition - 3 Users: Just \$14.95/yr

Deluxe Edition - 4-15 Users: Just \$24.95/yr

Premium Edition - 16-100 Users: Just \$34.95/yr **BEST VALUE!**

- \* Easy, 24/7 Access - Access Online Group Calendar anytime, anywhere you have an Internet connection.
  
- \* Password Protection - Keep personal information and details of your calendar private and secure.
  
- \* Upload Files - Share files with group members or individuals invited to an event.
  
- \* Event Reminder - Schedule automatic reminder messages via email or pop-up notification.
  
- \* Manage Tasks - Create and manage your own personal "To Do" list - or keep track of business projects. Set start and end dates and track tasks to completion.
  
- \* NEW! Task Sharing - For projects that require work from multiple people, Task Sharing keeps everyone "up to speed" on project status.
  
- \* Email Integration - Send/Receive meeting requests and easily add them to your Microsoft Outlook® calendar.
  
- \* Email Invitation - Invite individuals to attend meetings or events.
  
- \* Print Options - Choose from multiple print formats for your schedule: daily, weekly, monthly and more!
  
- \* Schedule Resources - No more wasting time tracking down available meeting rooms or other equipment like laptops and projectors.
  
- \* Check User Availability - Easily see when others in your group have free time.
  
- \* Administrator Control &ndash; Delegate control by choosing which members have full administrative access to all Group Calendars.

\* Time Zones - Supports 547 Time Zones

\* Holidays &ndash; Automatically add major holidays to your personal calendar. Choose from 29 holiday collections suited to various countries/nationalities - or create and customize your own favorite days!