

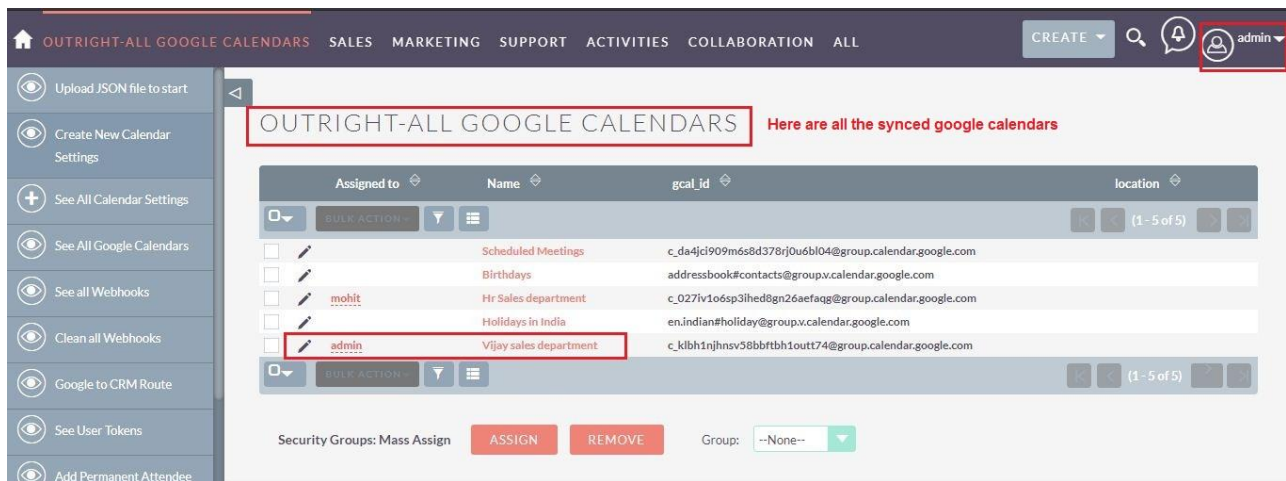


SuiteCRM Google Calendar (Lite)

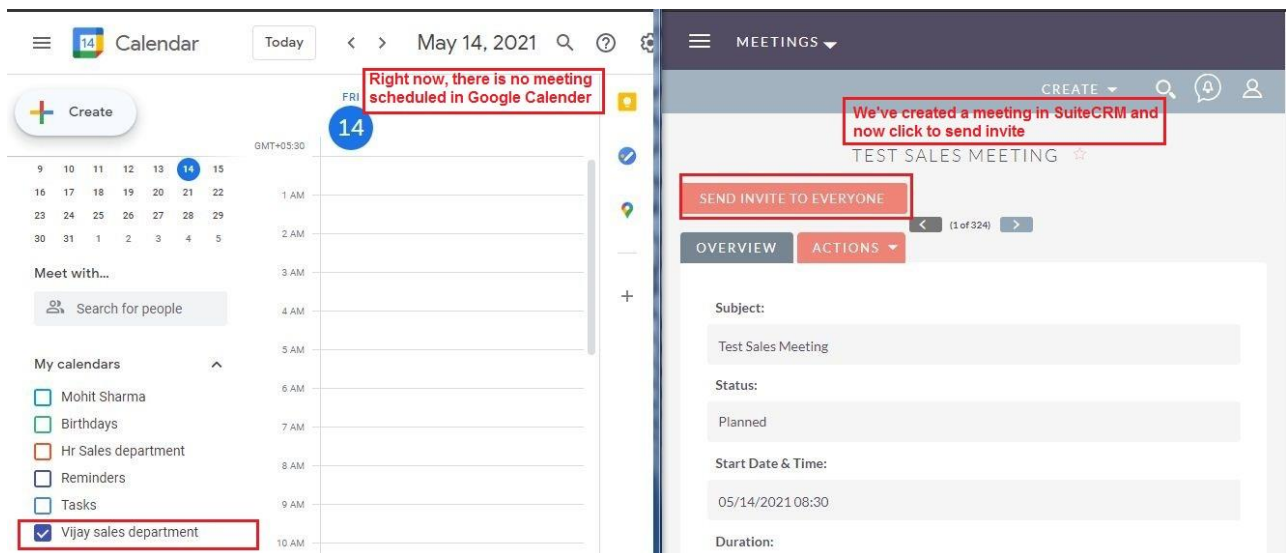
## User Guide

# User Guide:-

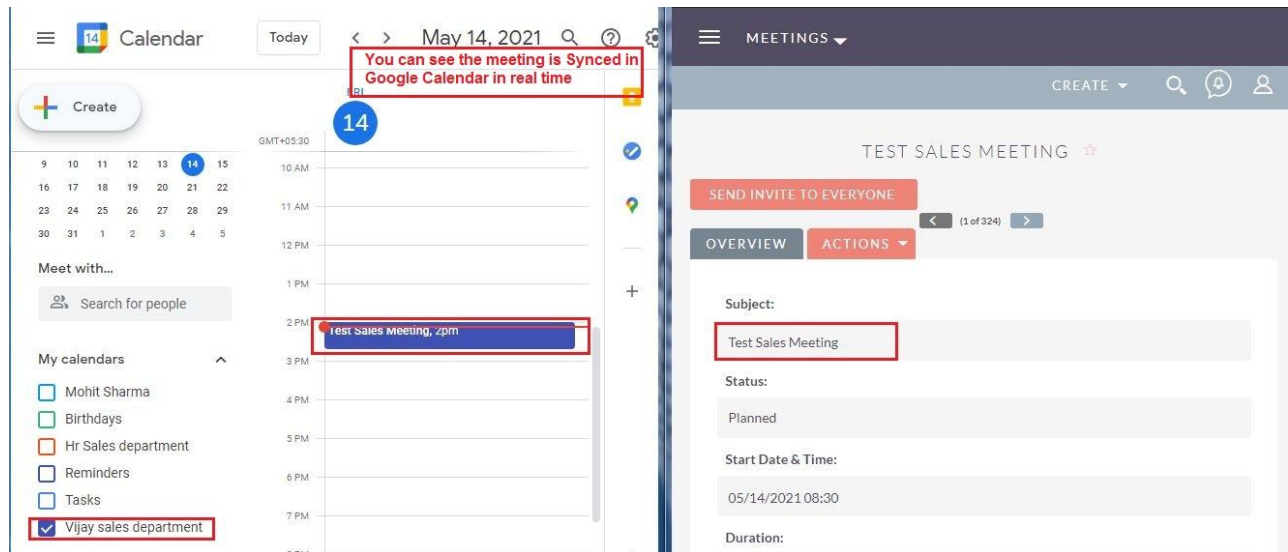
1. We have synced all the Google Calendars in SuiteCRM.



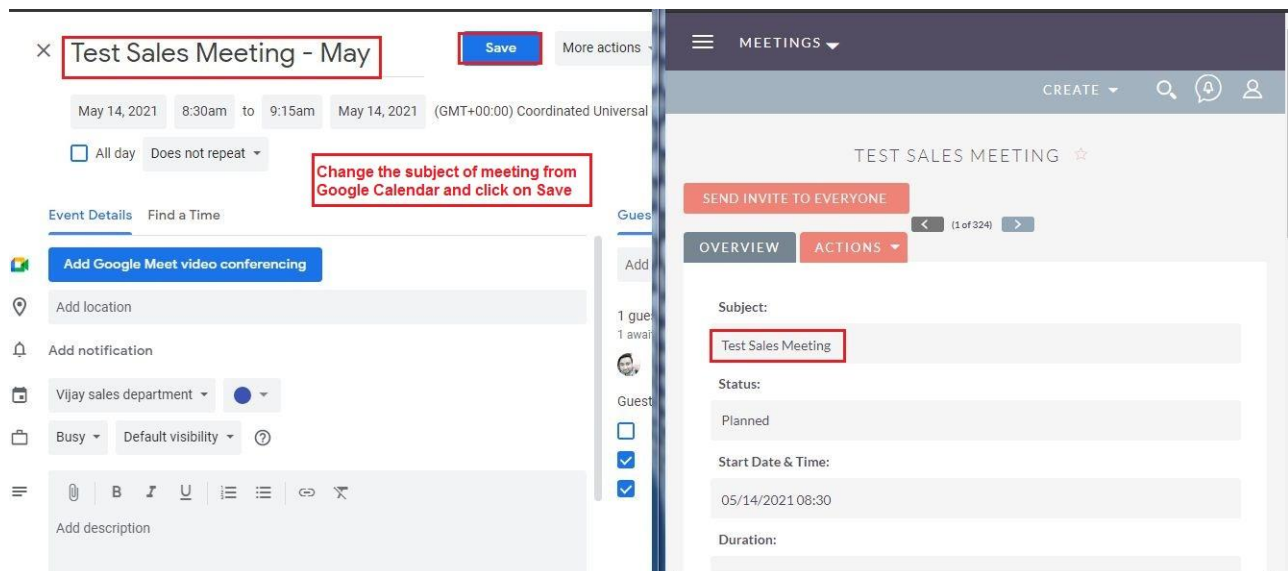
2. Now we'll create a record in meeting modules. Before sending invitation to everyone Google Calendar has no meeting.



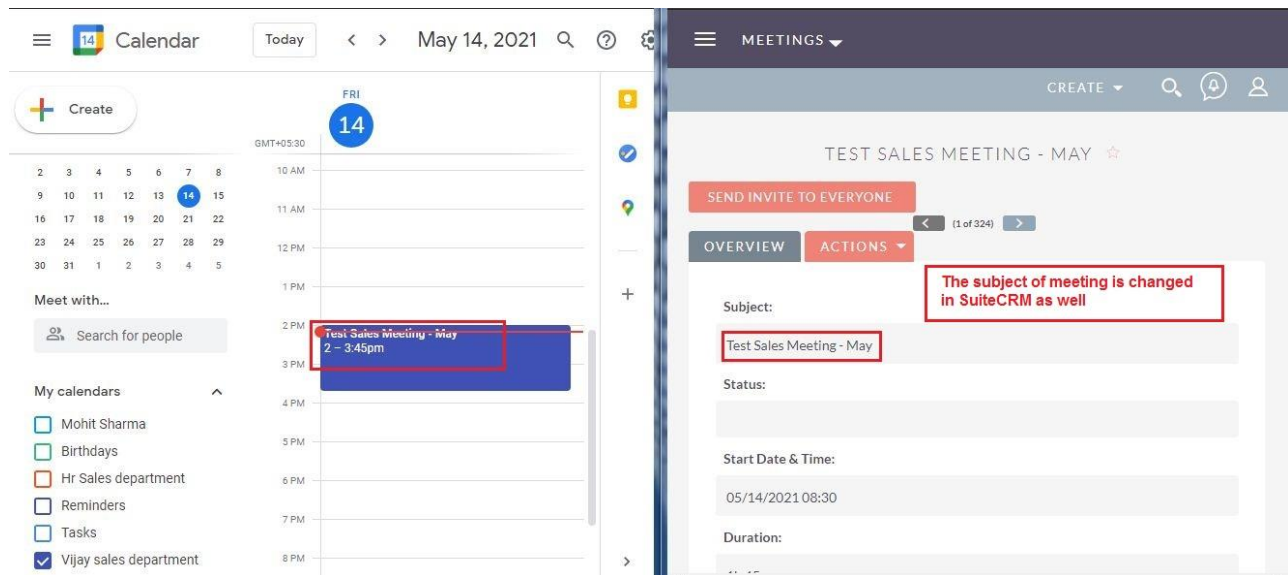
3. Now click on the send invite button and you will notice meeting is Synced in Google Calendar Successfully.



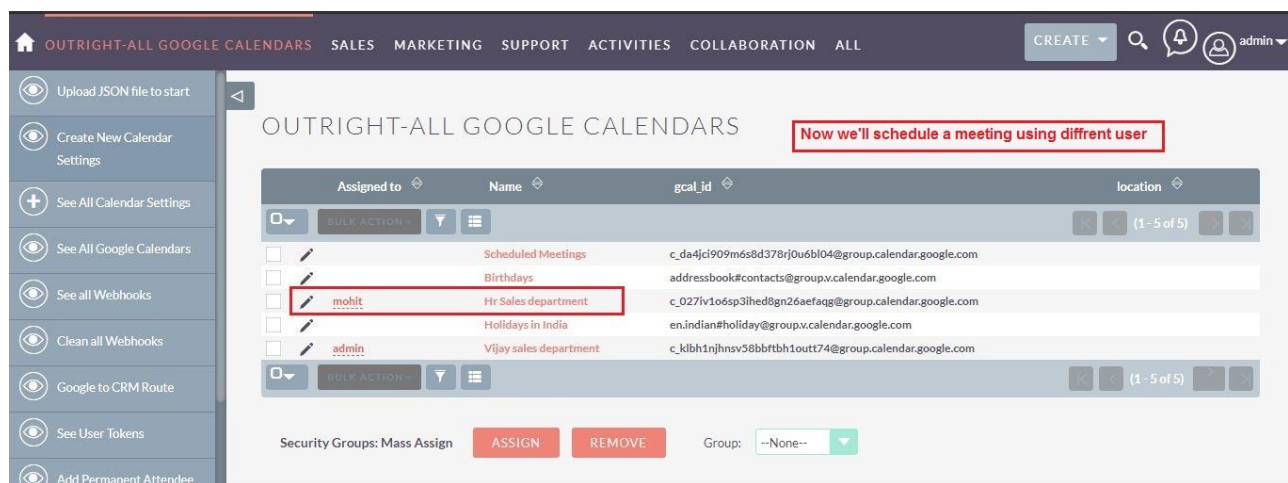
4. We have changed the subject of meeting from Google Calendar and then we'll click on save button.



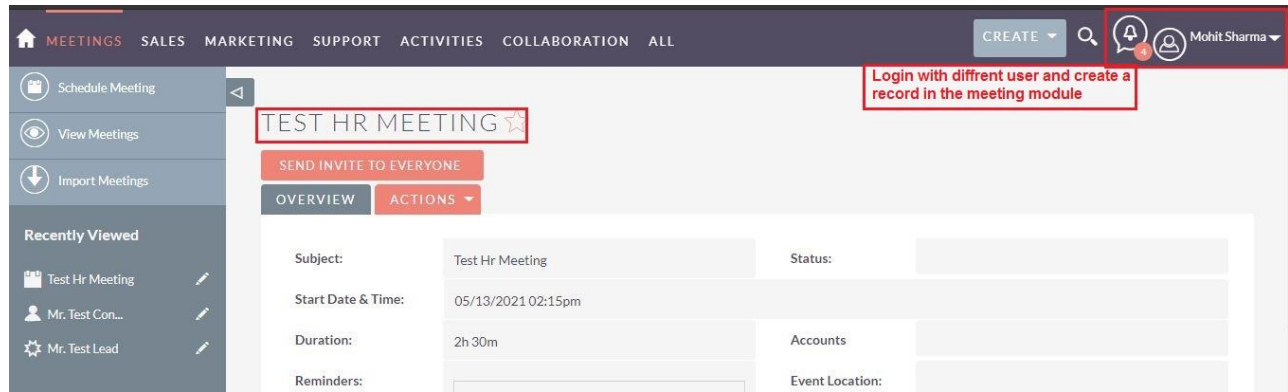
5. After saving the changes, the new subject name will appear in SuiteCRM.



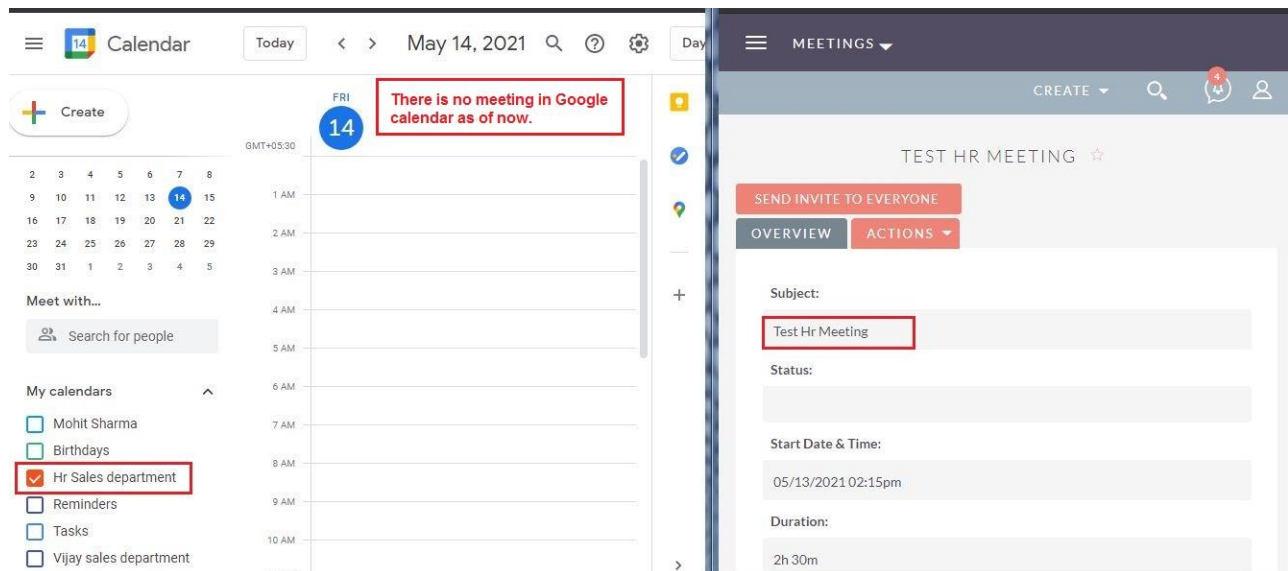
6. Now we'll create another meeting but this time we will use a different user.



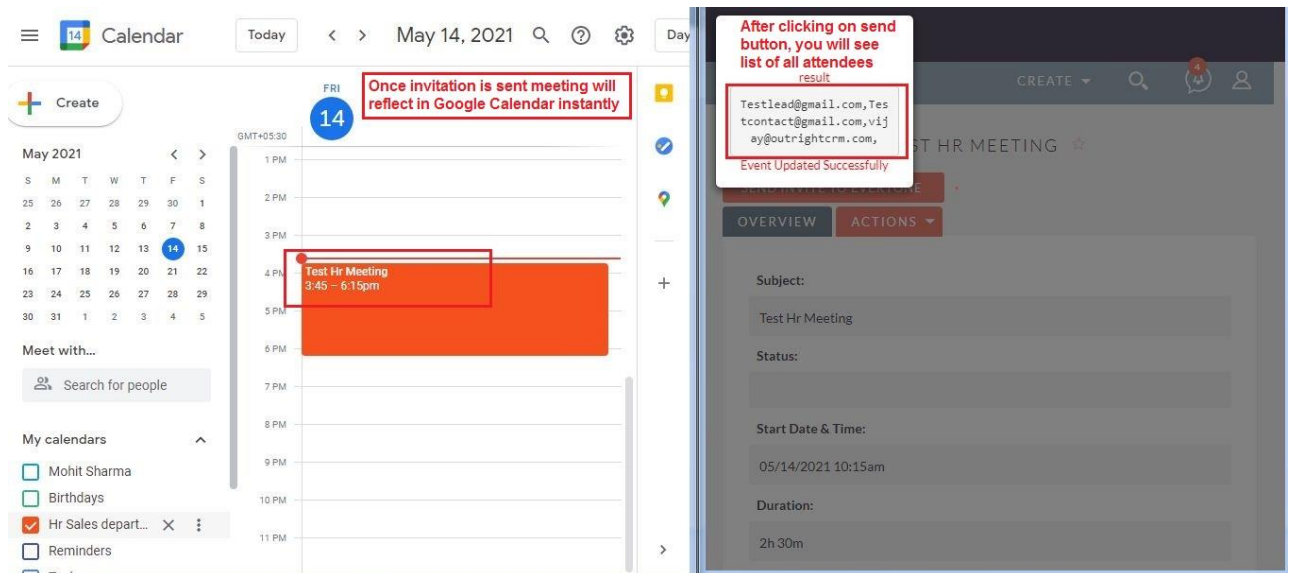
7. Create a record in meetings modules after logging in with different user.



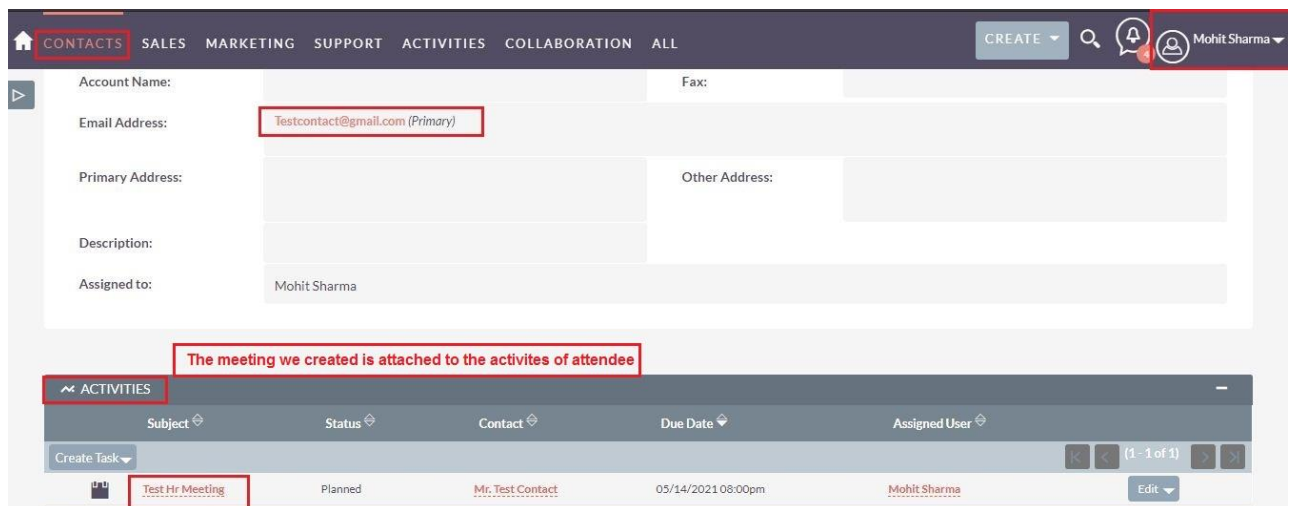
8. As you can see there is no meeting in Google Calendar because we have not sent it to everyone yet.



- 9. Once you click on save button, you will see all attendees. And the meeting is created in Google Calendar as well.



- 10. The meeting we created is attached to the activities of the attendee .



11. The user will get an email notification regarding all the updates of meetings.

