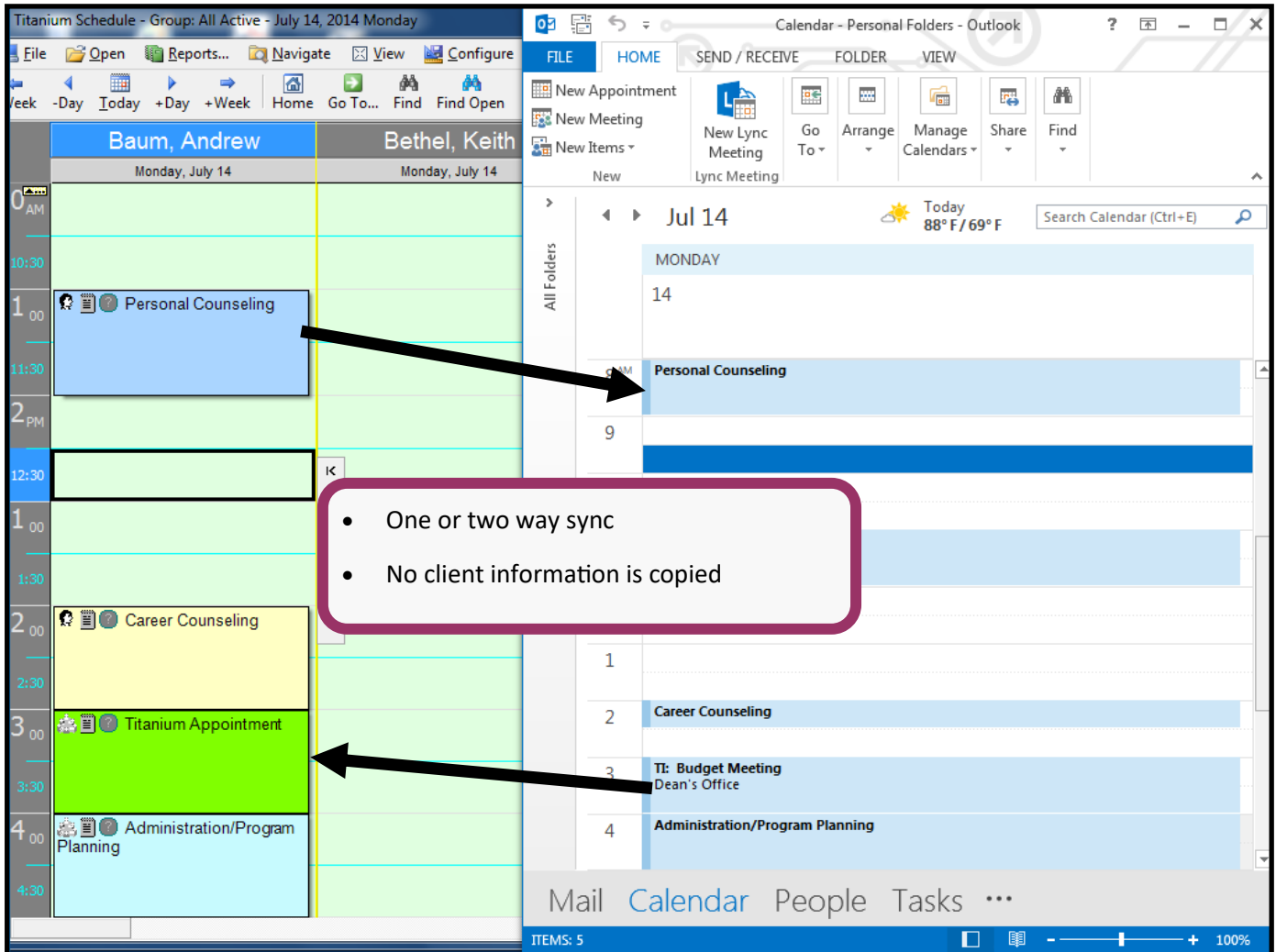


Stay organized with Calendar Sync

Coordinate Titanium schedule*** with today's most popular calendar programs: Outlook, Office 365 or Google



Each user can choose to sync or not.
Google calendars sync while you're out of the office.

Need more information?

Sales@TitaniumSoftware.com

www.TitaniumSchedule.com

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***Calendar Sync Operation

Titanium's calendar sync does not work like apps that you may have used to combine calendars on your phone or tablet. You should be aware of the differences prior to purchasing Calendar Sync.

Here are a few highlights of operation:

- Full Titanium appointment information will not be copied to external calendars (e.g. client name).
- Outlook calendars will not sync while you're out of the office.
- Google calendars may sync while you're out of the office, depending on the settings chosen by the center administrator.
- Recurring appointments created on external calendars will not sync to Titanium.
- Two-way sync from external calendars to Titanium depends on the settings chosen by your center administrator.
- Sync to Titanium from external calendars requires the use of a subject line prefix specified by your center administrator.
- After a sync to Titanium from an external calendar, the external calendar subject line will be overwritten by the Titanium subject line
- External calendar meeting invitations from other people may not sync to Titanium. For Outlook, the two-way prefix must be added to the subject line. For Google, the meeting must be duplicated and the prefix added.
- Your IT policies may prohibit use of Calendar Sync.

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