

Calendar

Welcome to Google Calendar

7 reasons to use Google Calendar

Organizing your schedule shouldn't be a burden. With Google Calendar, it's easy to keep track of life's important events all in one place.



1. Share your schedule

Let your co-workers, family, and friends see your calendar, and view schedules that others have shared with you. When you know when everyone is free or busy, scheduling is a snap.

[Show me how](#)



2. Get your calendar on the go

With two-way syncing to your mobile phone's built-in calendar or a mobile version of Google Calendar that's made for the small screen, you can access your calendar while you're away from your desk.

[Show me how](#)



3. Never forget another event again

Customizable reminders help you stay on schedule. You can choose to be notified by email or get a text message sent right to your mobile phone.

[Show me how](#)



4. Send invitations and track RSVPs

Invite other people to events on your calendar. Guests can RSVP to your events by email or via Google Calendar.

[Show me how](#)



5. Sync with your desktop applications

Access your calendar however and whenever you want by syncing events with Microsoft Outlook, Apple iCal and Mozilla Sunbird.

[Show me how](#)



6. Work offline

Know where you're supposed to be even when you don't have internet access. With offline access, you can view a read-only version of your calendar no matter where you are.

[Show me how](#)



7. All this is free?

Yep.

[Show me how](#)