Options

Times and Dates | Fonts | Scheduling | Viewing | Administrative

Defaults | Overlaps | Meetings | Reminders

Accept penciled-in meetings at these times:

- (●) whenever connected to originating host
- ( ) at initial connection to originating host [Get now]
- ( ) never

Accept meeting notifications at these times:

- (●) at same times pencil-in is accepted
- ( ) never

Accept pencil-in from these users only: [ ]

Do not accept pencil-in from these users: [ ]

Automatically remove expired meeting notifications (●) yes ( ) no

Maximum number of entries in possible meeting times list [20]

[Apply] [Clear] [Cancel]