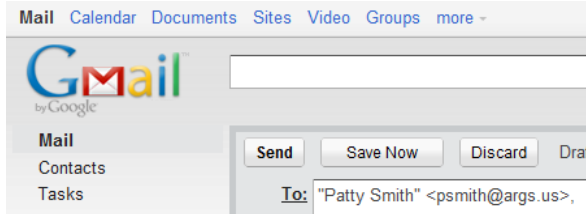


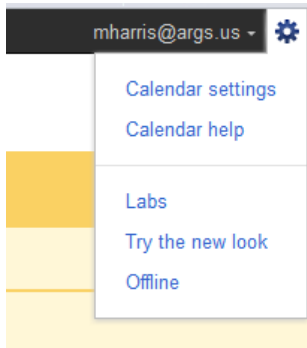


Enable Notifications for Google Calendar

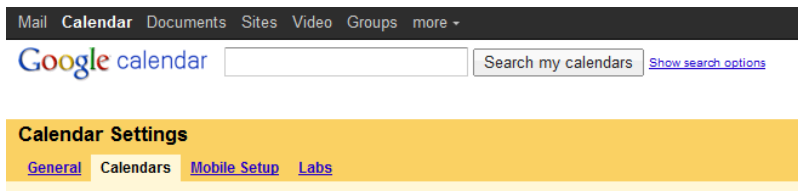
1. Click "Calendar" at the top of the Gmail window.



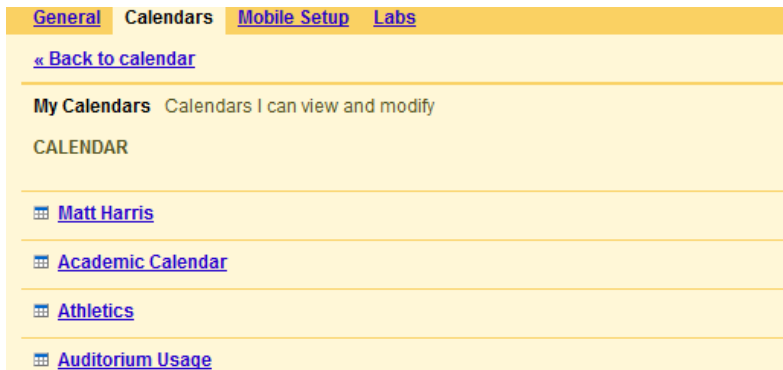
2. Click the cog icon in the top right corner and click "Calendar settings".



3. Click "Calendars" in the gold-colored bar.



4. Click your name, it should be listed first in the "My Calendars" section.



5. Click "Notifications" in the gold bar.


Matt Harris Details

[Calendar Details](#) [Share this Calendar](#) **Notifications**

[« Back to calendar](#)

Event reminders:
Unless otherwise specified by the individual event.

6. Make sure the email options are checked for new, changed, and canceled invitations then click "Save".

Choose how you would like to be notified:	Email	SMS
New invitations:	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Changed invitations:	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Canceled invitations:	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Invitation replies:	<input type="checkbox"/>	<input type="checkbox"/>
Daily agenda: Sent every day at 5am in your current time zone	<input type="checkbox"/>	
 Set up your mobile phone to receive notifications		

[« Back to calendar](#)

You should get email notifications now for new calendar events to which you are invited.