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Synchronize calendar outlook android

Quick: Which app do you use to manage your phone's calendar? If you are anything like most people I hear from, the answer is probably something along the lines of: Uh... any calendar apps that appear on my phone when I get it? It's a surprisingly popular position, but guess what? In particular, on Android, there is a good chance that the phone's default calendar app is not the best option. And it doesn't take much work to give yourself an upgrade. In fact, you don't need to look beyond this very page. After much exploration and testing, I have identified the best Android calendar apps available for different styles of professional schedule management. Some are meant to act as substitutes for fewer star services that come preinstalled on certain phones, while others are potential additions to add worthwhile functionality to any Android calendar settings. We'll start with the easiest and work our way up to some increasingly advanced and feature-laden options. The best all-in-one Android calendar app for most UsersGoogle CalendarIf you don't have any special needs or requirements - and especially if you've already used Google Calendar on desktop - Google's native Calendar app is a spectacular way to manage your agenda on Android. And lest you think it's too obvious to guarantee inclusion in this list, remember: The Google Calendar App for Android is clean, simple and easy to use - and it has all the basics that most business users require. The Calendar app is uniquely designed and easy to use, with a clean and simple scrollable agenda view along with monthly, weekly, daily, and three-day viewing options that can be served. It fits closely with the Calendar experience on the web and gives you unthymed sync on your Google Calendar agenda. And it may not say, but the Google Calendar app is free for individuals and integrated into the enterprise-class G Suite plan. The best Android calendar app if you have a Microsoft account in the mixMicrosoft OutlookIf you rely on Microsoft for your agenda organization - or rely on a combination of Microsoft and Google, thanks to the presence of both personal and work accounts on your device - the most effective way to keep up with your Android calendar is with microsoft's official Outlook app. After you sign in to the app with your Microsoft account, you'll see all your appointments outlook right next to events from Google Calendar - for any account you've connected to your phone. Easy configuration it's a sharp contrast with the many loops you have to jump over to get outlook events to display google apps. JR Raphael / IDG Microsoft Outlook app for Android has built-in calendar functionality that makes it easy to bring different data sources together. And cross-account compatibility aside, the calendar portion of Microsoft's Android Outlook app is also only designed to be intuitive and pleasant to use. It's a commendable tool for tracking appointments on the go, no matter which account or account string you're using. The best Android calendar app if you want more features and customizationFor professional users looking for an Android calendar experience with some extra oomph, Business Calendar 2 represents a noticeable upgrade on the status quo. The thoughtfully designed app offers all the basics you'd expect along with handy extras, such as an always-present favorite bar that lets you easily hide or display different calendars with a tap, a one-week slider to quickly zoom in on any date range you need, and a custom template system to create events faster. JR Raphael/ IDG Business Calendar 2 adds some really useful functionality to the standard Android calendar setup. Business Calendar 2 automatically syncs with your phone's system-level calendar, which means it syncs effectively with Google Calendar and therefore works seamlessly with Web Calendars. It's free to use with the optional \$7 Pro ad removal upgrade and unlocks certain advanced features, including the above-mentioned template system as well as built-in forecasting and a variety of customization options. The best Android calendar app to interact with your agenda on the home screenCalendar Widget by Home AgendaOn the agenda Most Android calendar apps come with widgets, but few are special and easy to use as awkwardly named Calendar Widget by Home Agenda. Calendar Widget, as we'll call it from here onwards, does just one thing and does well: It gives you an app-like interface to access and manage your agenda on your home screen. Yup, that's right. The whole app is just a utility, along with a configuration tool to make it work the way you want. So it's little alternative to your standard Android calendar app and more of an addition to any app you're using. JR Raphael/IDG Calendar Widget saves you time by putting your agenda right on your home screen in a simple and highly customizable way. Widget calendar is about as customizable as it gets. You can display its add-ons as much or as little detail as you want - with visual arrangements, font sizes, and color mixing tables optimized for your reading style and general preferences. Child extensions also allow you to specify which calendars and types of events show up and even allow you to spell out the number of days included and the total number of events displayed at any given time - an almost reasonable option that is shockingly missing in most Android calendar gadgets. The app costs \$2.The best Android calendar app to be able to easily access your agenda slowly NotificationsWidgets on the home screen is definitely handy, but maybe you refer to your calendar regularly enough that you want to be able to get it from anywhere on your device. Enter Calendar Notifications, a smart Android calendar supplement that puts a constant view of your agenda right into your phone's standard notification table. That means that no matter what else you're doing, all you have to do is swipe down once from the top of the screen to get a quick look at your upcoming events - without having to exit your current app or in any conversion process. JR Raphael/IDG With Calendar Announcements, your agenda is never more than a single swipe away. Calendar notifications are also fully interactive, so you can tap any individual event in its notification to see more details about the appointment and even jump into another app to edit it, if necessary. Calendar notifications are free with an optional \$3.50 upgrade for advanced features and customization options. The best Android calendar app for meeting managementWovenThis the last Android calendar app is not technically an Android app - yet - but even in its current browser-based form, it is very effective, useful, and has something to do with the busy business lifestyle that I think it is worth including. It's called Woven, and it's one of those rare services that really, really has the potential to change the way you work. Weaving is basically a smart planning assistant. You connect the software to all your relevant calendars - work, personal, family, whatever else you have - and then you get the ability to simplify your schedule in three important ways: When someone asks you to meet - whether it's a colleague, former college client or close friend - you can use Woven to create a one-time schedule link that will show that person your available dates and times, based on what's already on your different agenda or on a specific set of windows that you specify. Your recipients will receive a link showing all available suggestions and allow them to choose a time without signing in or downloading something. After they make a selection, the event is automatically added to your calendar, and the invitation is automatically sent to them. When you're trying to find a suitable time for a group of people to get together - for a face-to-face meeting or, most likely at the moment, a video-based encounter - you may have woven creating a group poll that provides all the dates and times that work for you. All participants will receive a link that prompts them to mark options they can handle (again, without any login or download). Then, once everyone has responded, Woven will send you the best all-in-one option and allow you to simultaneously it enters its calendar and sends invitations to everyone else with a tap. If you offer open planning for anything from advice to quick help sessions, you can use Woven to create a public, permanent scheduler link that allows anyone to click to see available views on your calendar and then easily select and secure an option that suits them. JR Raphael/IDG weaving makes it simple for you to set up all sorts of planning (on the left) - and then allow anyone to see and choose from your available time without having to log in or download a thing (on the right). To use Woven from your phone, now, you will first need to create an account on the company's desktop site. Then you just need to open Woven app from your phone's browser to sign in in the future (and if you want to create app-like shortcuts for that site on the home screen, just open the webpage in Chrome, tap the three-dot menu icon in the upper-right corner of the browser, and select Add to Home from the menu that appears). Woven expects to have an Android app available somewhere in the middle of this year. Currently, the service is free, although its creators say that is likely to change when the current beta phase ends at some point in the future. Until then - and maybe even then, depending on the type of price model announced - Weaving is a tool well worth hugging and one that will add a dollop of power to your Android calendar inventory. Copyright © 2020 IDG Communications, Inc. Inc.

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