

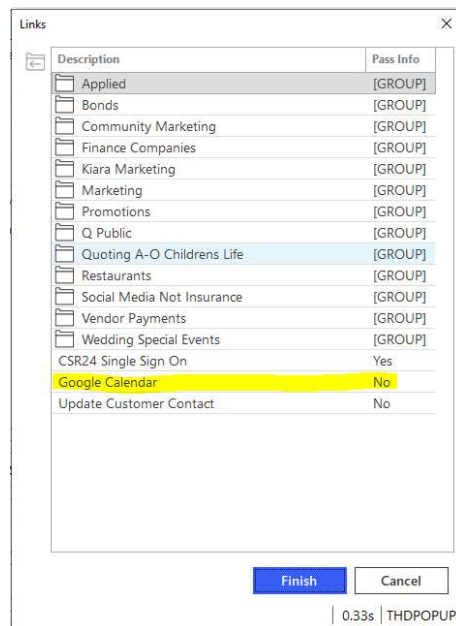
Task Organizer – Technology Google Calendar

There are three separate ways to access the Google Calendar:

1. Go to www.calendar.google.com
2. On your Epic Home Screen on the top task bar click “LINKS”



- A link to Google Calendar can be found in the pop-up screen.



3. Open your Call Routing form:

- Click on Google Calendar Link in the top right corner.



- User ID: jackbradleyagency@gmail.com
- Password: premium4

TIP: Save calendar to task bar for easier access each morning.