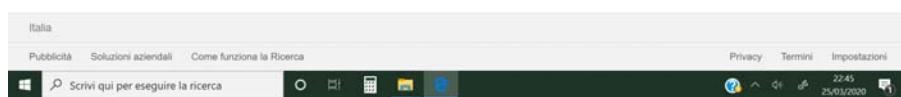
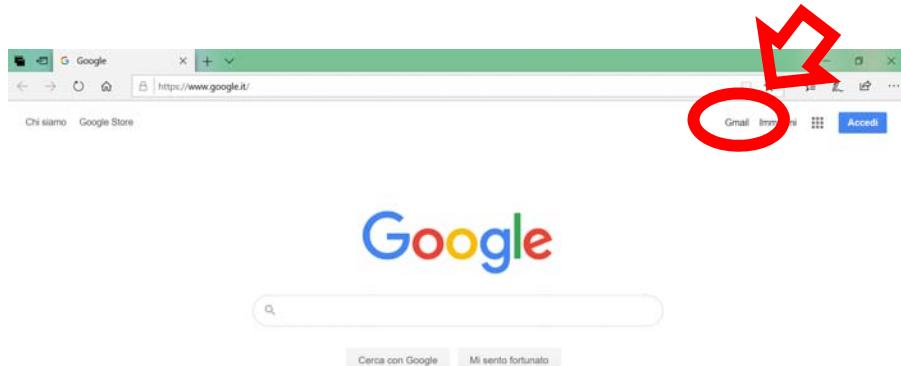
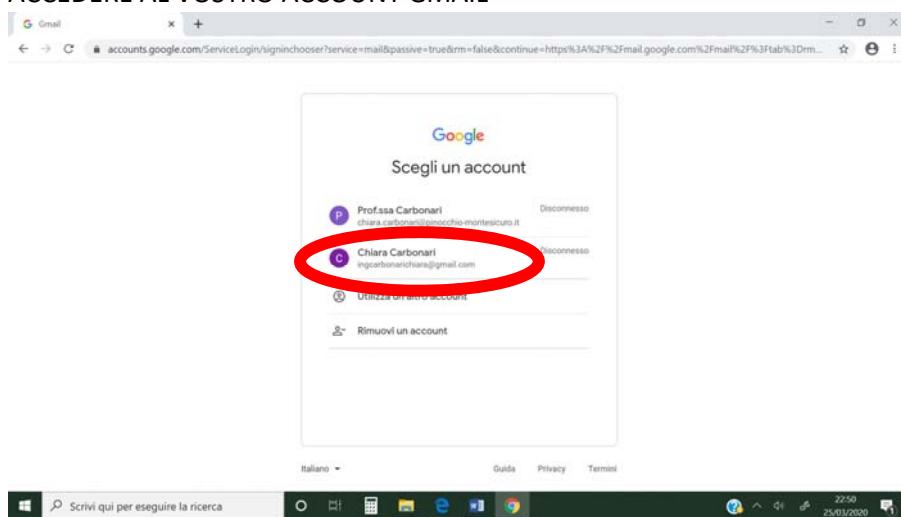


PROCEDURA PER CONVOCARE UNA VIDEOCHIAMATA USANDO “GOOGLE CALENDAR”

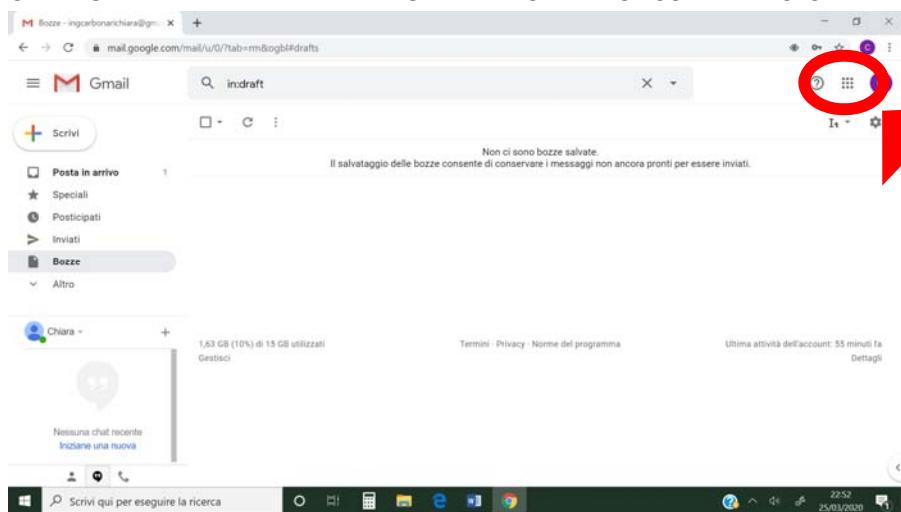
- 1) APRIRE UN BROWSER (GOOGLE CROME O MICROSOFT EDGE) E CLICCARE SU “GMAIL”



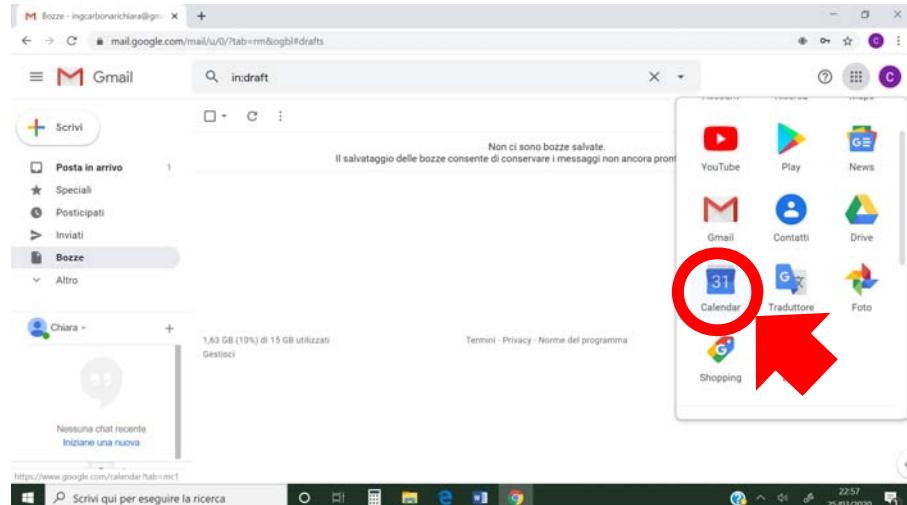
- 2) ACCEDERE AL VOSTRO ACCOUNT GMAIL



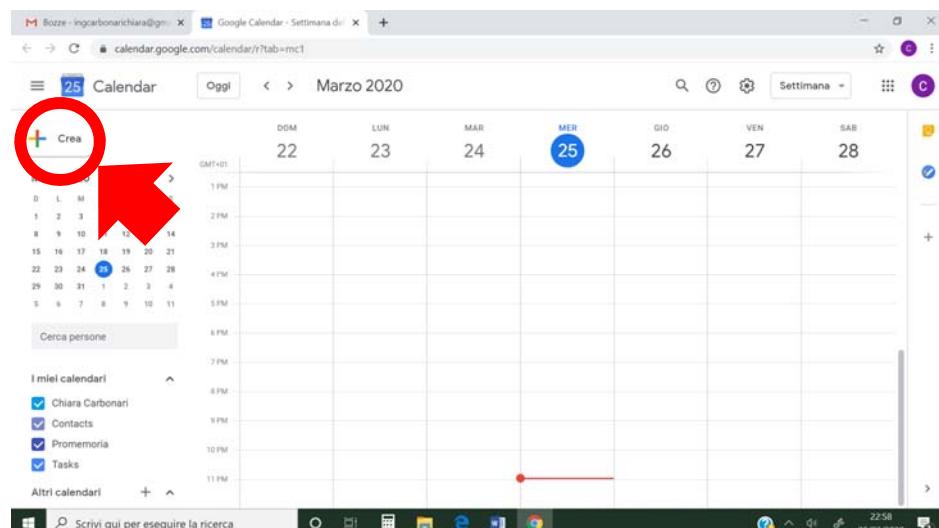
- 3) UNA VOLTA ENTRATI ALL’INTERNO DELLA VS MAIL CLICCARE IL PULSANTE IN ALTO A DESTRA



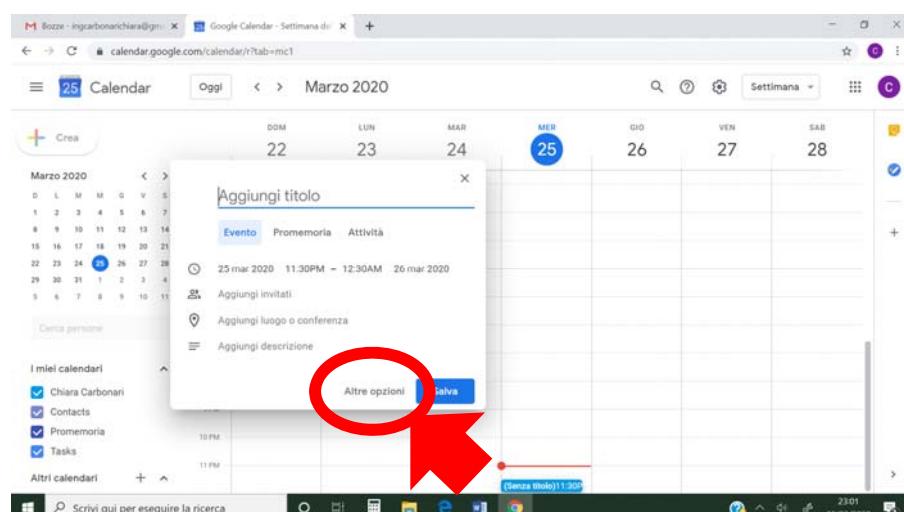
4) CERCARE E CLICCARE SOPRA ALL'APPLICAZIONE "CALENDAR"



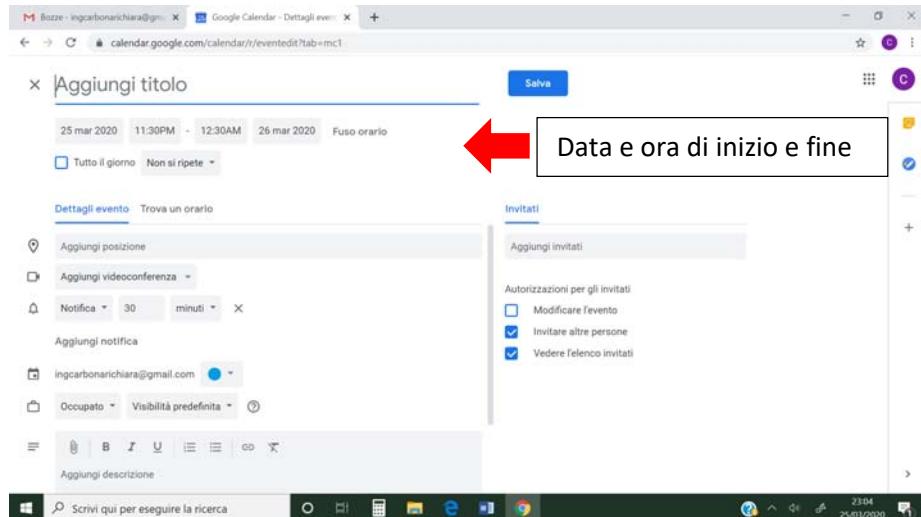
5) CLICCARE SOPRA IL TASTO CREA



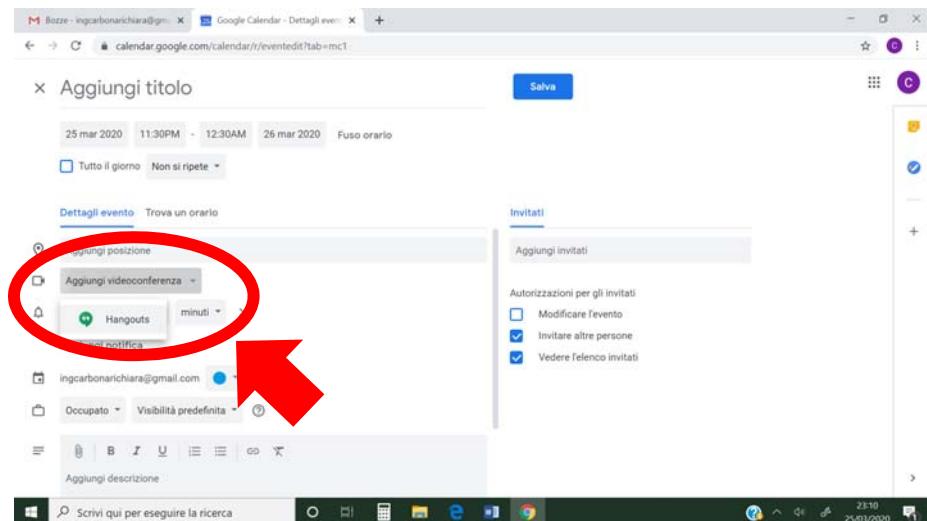
6) INSERIRE IL TITOLO (AD ESEMPIO CONVOCAZIONE C.D.C. IB)
CLICCARE SOPRA "ALTRE OPZIONI"



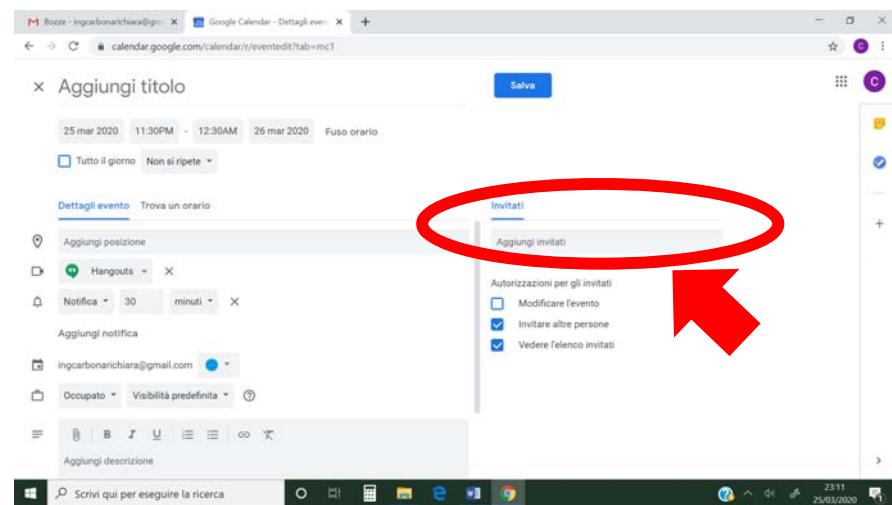
7) INSERIRE LA DATA E L'ORA DI INIZIO VIDEOCONFERENZA



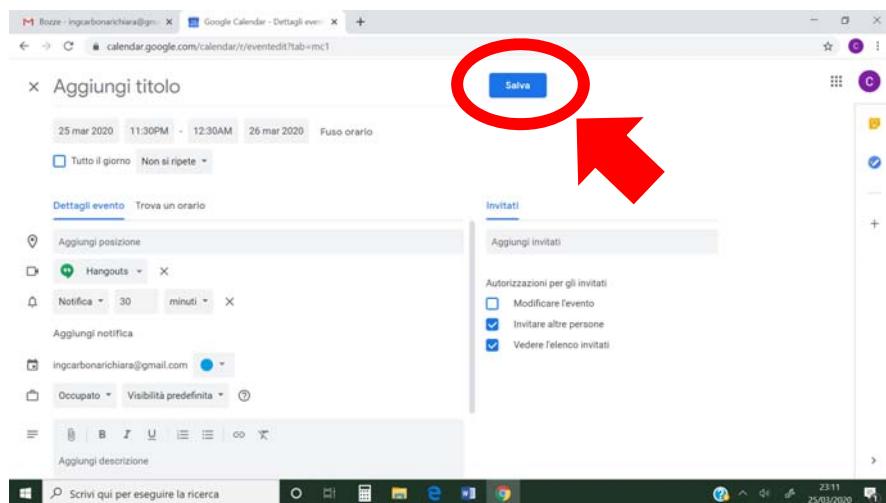
8) SELEZIONARE NELLA CASELLA “AGGIUNGI VIDEOCONFERENZA”, AGENDO SUL MENU’ A TENDINA, LA MODALITÀ “HANGOUT”



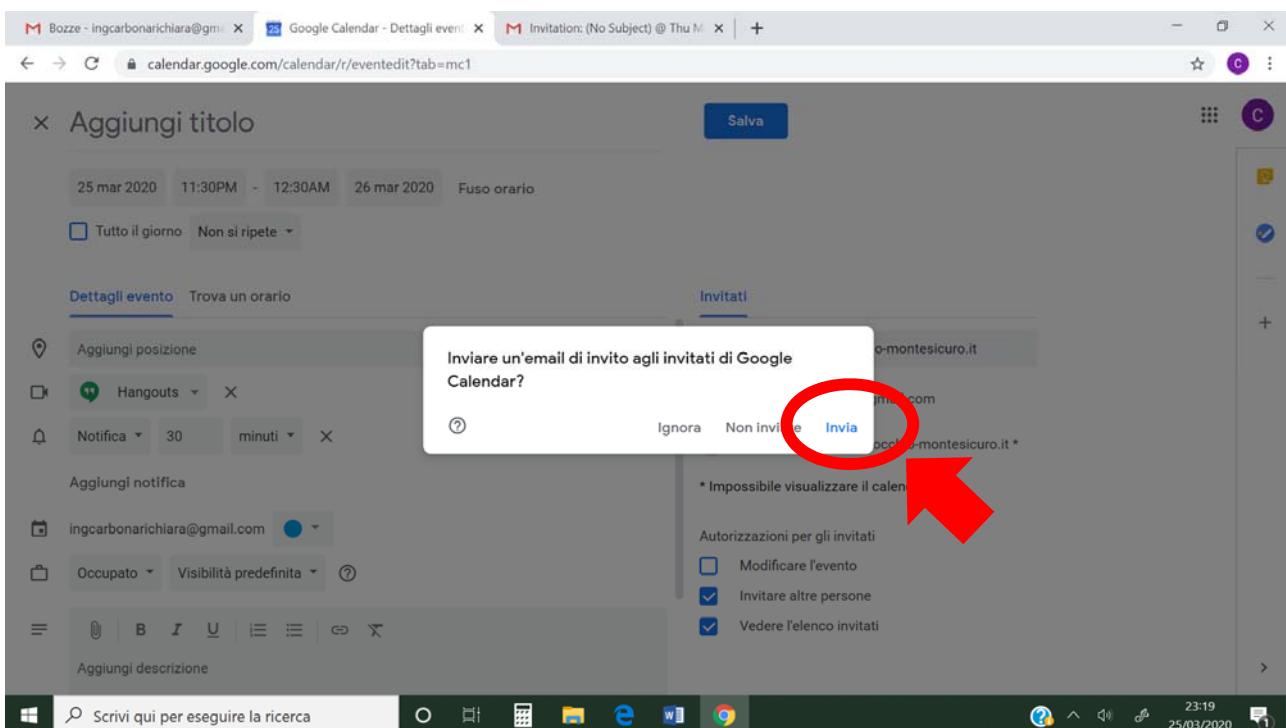
9) INSERIRE GLI INDIRIZZI EMAIL DEI PARTECIPANTI



10) PREMERE IL TASTO “SALVA”



11) SELEZIONARE IL TASTO "INVIA"



LA PROCEDURA E' CONCLUSUA....BUON LAVORO!