

# Are there any convenient scheduling/meeting coordination programs available for us to use?

Some popular online resources available are Doodle, Outlook, and Evite.

**Doodle:** Doodle radically simplifies the process of scheduling events, whether they're board or team meetings, dinners with friends, reunions, weekend trips, or anything else. This smart assistant saves time for millions of people worldwide, and in the end, it brings people together. Doodle is free and doesn't require registration by either the initiator or the participants of a meeting poll.

More information on Doodle can be found here: <http://www.doodle.com/about/about.html>

**Outlook:** More exciting and connected than ever before, Microsoft Outlook 2010 is the most powerful way to stay in touch with the people and information you care about most. See updates from your favorite social networking sites right within Outlook, and enjoy improved email and calendaring tools that make your world more fluid, organized, and fun. You can conveniently and efficiently schedule appointments, share your calendar, and manage your schedules.

More information on Outlook can be found here: <http://office.microsoft.com/en-us/outlook/>

**Evite:** With more than 22 million registered users and over 25,000 invitations sent each hour, Evite is the top online invitation and social planning website. Evite invitations are free to send and receive. So you save on stamps — and trees — while freeing yourself up from keeping lists and making phone calls to organize your events.

More information on Evite can be found here: [http://new.evite.com/content/about\\_us](http://new.evite.com/content/about_us)

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