



**Outlook  
Calendars**  
for Confluence

# Next level calendaring

# Outlook Calendars for Confluence

Add Outlook calendars to Confluence pages



Boost your project planning to the next level! Connect your Outlook calendars with Confluence, add Jira milestones and see all relevant dates at a glance.

Schedule meetings in Confluence

Visualize Jira issues and sprints in a calendar view

Use the scheduler view for project planning

Add Confluence pages to Outlook meeting requests



# Benefits

## Explore the potential

- Get a complete overview of all relevant dates in Confluence, no other calendar needed
- Improve your project management with better transparency
- Simplify user access to shared Outlook calendars
- Avoid managing events in multiple places, real-time data from Office 365 or Microsoft Exchange
- Easy setup
- Works on Confluence Server and Cloud

# Use Cases

## Intranet

- Manage room reservations
- Create a calendar for your team members' birthdays
- Keep an overview of your team's vacation leave
- Add a calendar to see all your events at a glance

## Project Planning

- Get a complete overview of milestones, deadlines and team member availability and make them accessible to everyone
- Add relevant deadlines to your personal calendar
- Align a project timeline with your own availability when working in Outlook