

SET DEFAULT TIME FOR MEETINGS

Dear users,

We have introduced a new feature to set a default meeting time for your meetings.

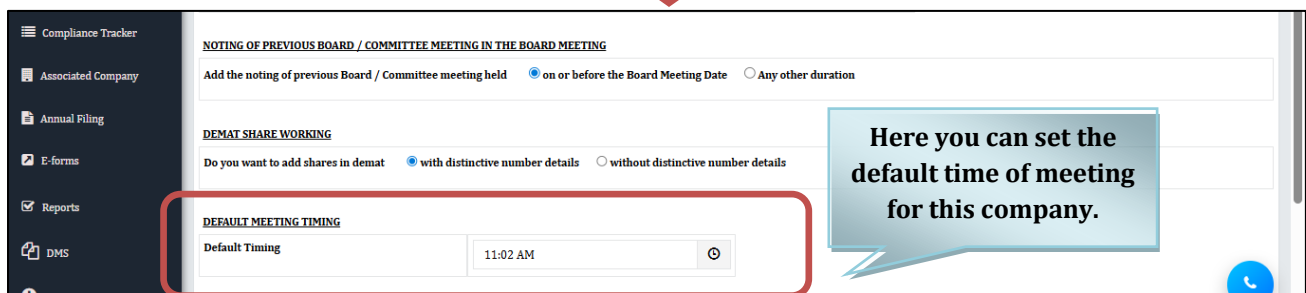
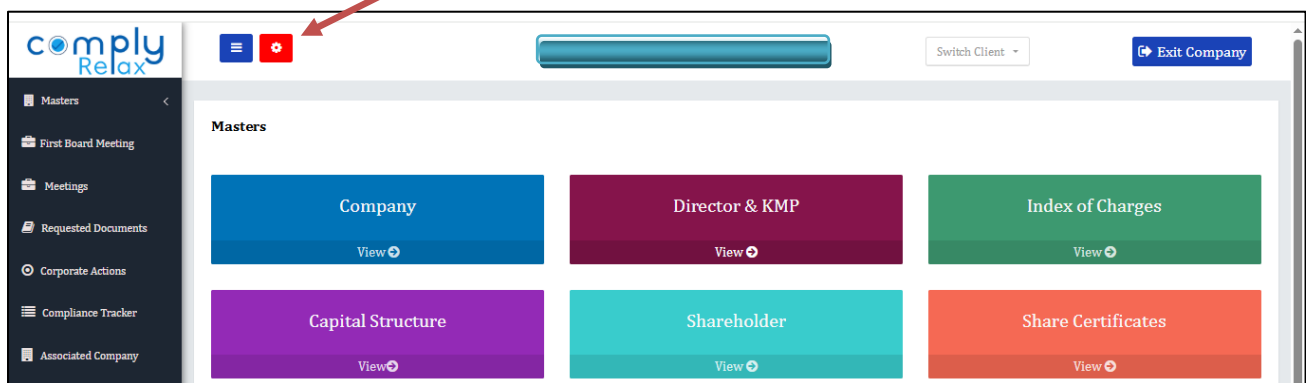
If your clients generally conduct meetings at a specific time, you no longer need to adjust the meeting time every time you create a new meeting. Simply set the default time once, and it will automatically apply to all meetings added thereafter.

If required, you can still change the time for any individual meeting by editing that specific meeting.

STEPS TO FOLLOW:

Dashboard -> Master -> Company Master -> Search the company name and click Open

Click on Setting icon



Please reach out to us if you need any assistance:

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