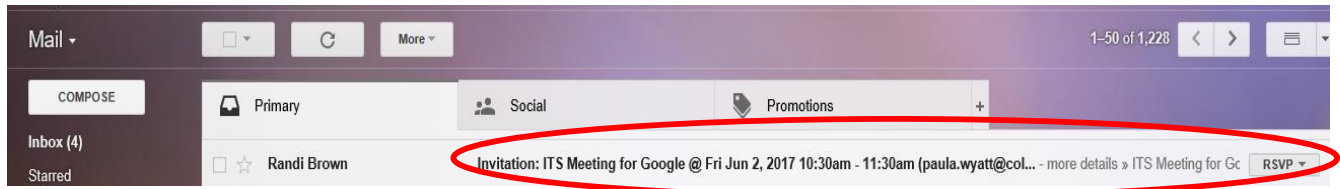


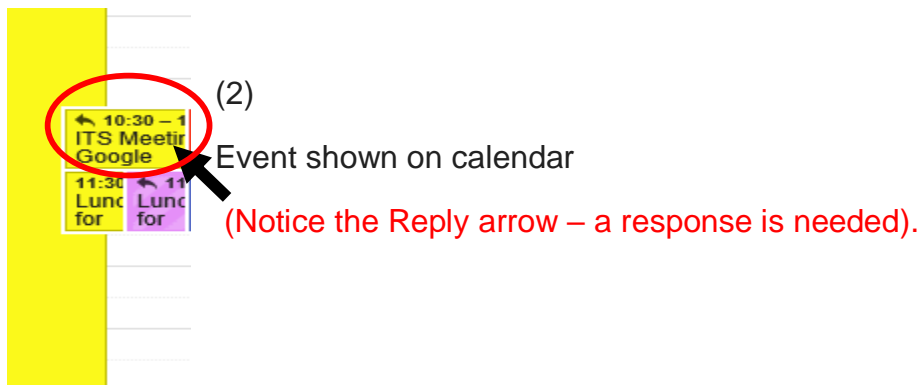
Responding (Accepting) Event Invitations

You can RSVP to calendar invitations to let people know if you're going to an event.

When people invite you to an event using Google Calendar, you will receive an email invite (1) AND, (2) the event will automatically show on your calendar.

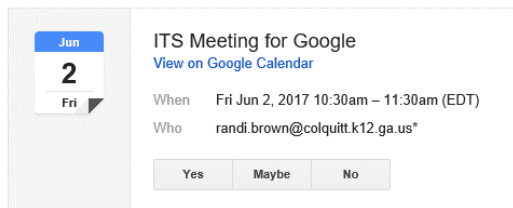


(1)

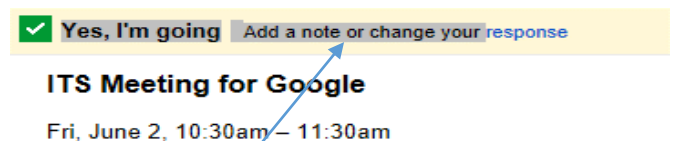


How to RSVP

1. Open the invitation email, or the event that was added to your calendar
2. In the "Going?" section, click **Yes**, **No**, or **Maybe**. The person who sent you the event invite will see your reply.



NOTE: You can change your response



1. Select the event on your calendar.
2. At the top of the page, click **Add a note or change your response**.
3. In the "Going?" section, click **Yes**, **No**, or **Maybe**.