**UGAMail Calendar**

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### What is UGAMail Calendar?
UGAMail Calendar is the scheduling component of a suite of web-based tools hosted via Microsoft Office 365.

### Who is eligible to use UGAMail Calendar?
UGAMail Calendar is available to eligible UGA students, faculty and staff.

### How do I access UGAMail Calendar?
UGAMail Calendar can be accessed via a web browser at:

- MyUGA Portal (http://my.uga.edu)
- UGAMail Homepage (http://ugamail.uga.edu/)

UGAMail Calendar can be accessed via properly configured email client or mobile app. You may be prompted to log in with ArchPass, UGA's two-step login solution, powered by Duo, if you are off-campus.

### Who do I contact for assistance?
EITS Help Desk

- 706-542-3106 (phone)
- helpdesk@uga.edu (e-mail)
- https://confluence.eits.uga.edu/display/HDSH/Chat+Service (chat)
- http://eitshelpdesk.uga.edu/ (web)
- http://www.eits.uga.edu/request (web request form)