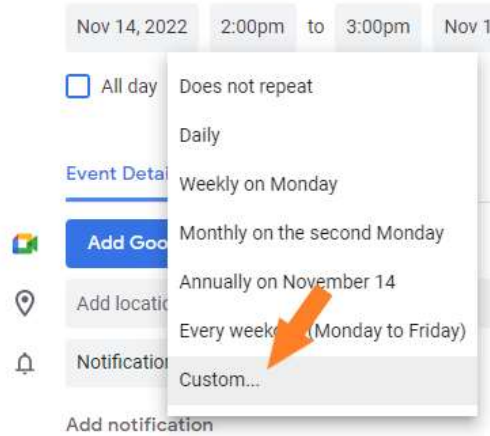


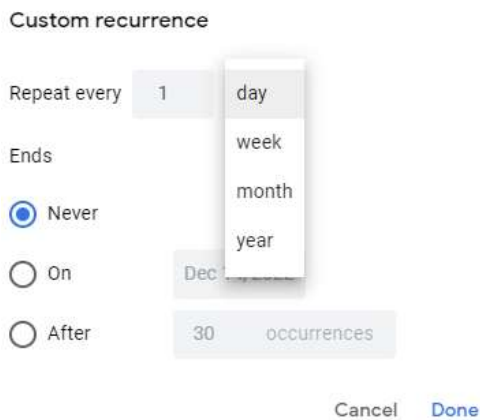
Creating a Multi-Day Google Meet

Start a Google Calendar invitation.

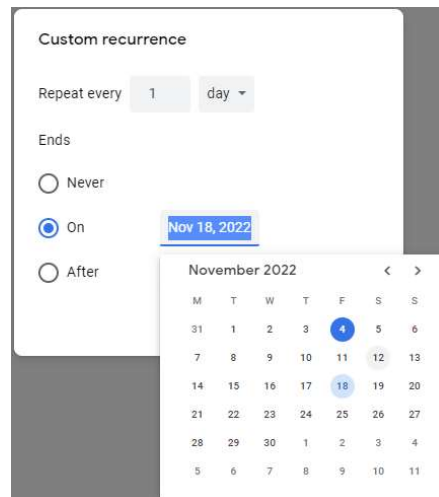
After adding the meeting title, choose Custom... from the dropdown menu next to "All day".



Choose to repeat every 1 day and click Done.



Use the calendar to choose the date the meeting will end, and click Done.



Click Add Google Meet video conferencing, and this will give you the URL for the Meet.

The screenshot shows the Google Meet creation interface. At the top, there's a title "Google Meet Test" and a "Save" button. Below the title, the date and time are set to "Nov 14, 2022" from "12:30pm" to "1:30pm". There's an "All day" checkbox and a dropdown for "Daily, until Nov 18, 2022".

On the left, there are tabs for "Event Details" and "Find a Time". Below these, there's a "Join with Google Meet" button and a URL "meet.google.com/pat-cnqe-rqk" which is highlighted with an orange box. There are also icons for copy, settings, and close.

Below the URL, there's a "Add location" field, a "Notification" dropdown set to "10 minutes", and an "Add notification" section. The user is identified as "Laurie Meyer - NOAA Affiliate" with a green status indicator. There are also options for "Busy" and "Default visibility".

At the bottom, there's a rich text editor with a "Create meeting notes" button and a "Add description" field.

On the right, there are tabs for "Guests" and "Rooms". Below these, there's an "Add guests" field and a "Guest permissions" section with checkboxes for "Modify event", "Invite others" (checked), and "See guest list".

You can then add your list of attendees, attachments, additional information, etc. The meeting will appear on your calendar over the span of the chosen dates and time.

