

Desk Research - All Group Members

Rahul

Doodle: <https://doodle.com/en/>

- Doodle is an online scheduling tool that offers several different ways to set up group polls, 1:1, and bookings pages that will help you quickly and efficiently set up your next meeting or event
- Group poll: One can suggest multiple times for a meeting, and others can vote what works best for them

The screenshot shows a weekly calendar interface for scheduling a meeting. At the top, there's a 'Duration' dropdown with options like 15 min, 30 min, 60 min, All day, and Custom. Below the dropdown are tabs for 'Week' and 'Month'. The main area displays a grid where users can select specific time slots. The grid includes columns for days of the week (SUN through SAT) and rows for hours of the day (e.g., 9:00 AM, 10:00 AM). Some time slots are highlighted in green, indicating they are selected or available. A dropdown menu at the bottom left shows the location: 'Germany - Berlin, Hamburg, Munich, Köln'.

- Booking pages: Everyone can define their availability and vote on that

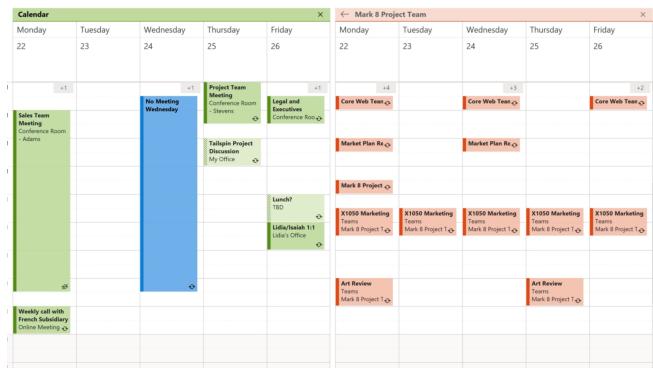
The screenshot shows a weekly calendar interface for booking a meeting. On the left, there's a sidebar with a user profile for 'Cecilia Knudsen' and a 'Book a Meeting' section with a '1 hour' radio button and a 'Google Meet' checkbox. The main area shows a weekly calendar from July 27 to August 3. Specific time slots are highlighted in green, indicating they are selected or available. A dropdown menu at the bottom left shows the date: 'Tuesday, July 13'.

- User review (positive): "My favorite thing about Doodle is the ease with which you are able to design something. I also like having the ability to find out when everybody is available."
- User review (positive): "It's very user-friendly and an amazing way to find common ground for meetings. And it integrates with Google calendar and Zoom which is nice."

Outlook Calendar:

<https://support.microsoft.com/en-us/office/welcome-to-your-outlook-calendar-6fb9225d-9f9d-456d-8c81-8437bfcd3ebf>

- It allows you to see others and your calendar side-by-side

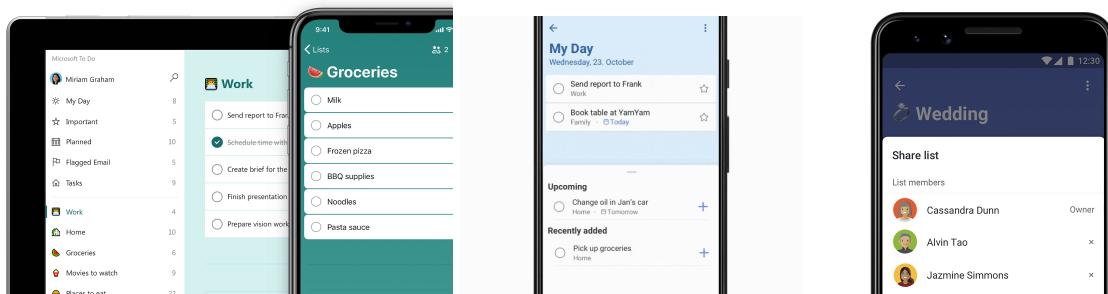


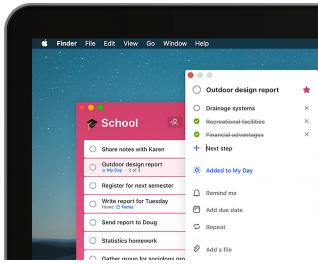
- When creating a meeting, it allows you to add people. At the end you can click the “Send” button and all the people that are added, will be informed
- When creating a meeting, there is an option “AutoPick” that selects the next available free time for the attendees and location
- User review (negative): “Not very customizable”
- User review (positive): “Everything looks the same whenever I log in, from any device, so it's just easy to find messages or appointments that I'm looking for and stay up to date on communication.”

Adam

Microsoft To Do (formerly known as Wunderlist):

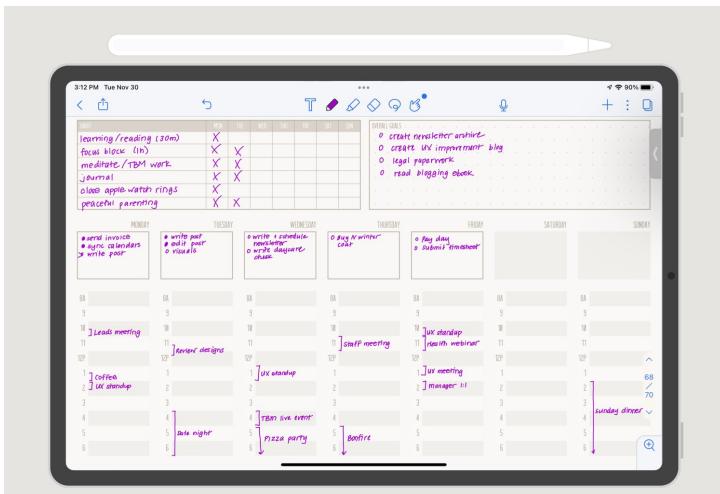
- To-do list app that is frequently used as a calendar app
- Main way to structure tasks is to categorize tasks into lists of different kinds (e.g. admin, study, health, etc.)
- What allows tasks to be used as any type of event and, by extension, as a calendar is the following:
 - Assigning a task a due date
 - Set reminders and their interval
 - Assign other users to certain tasks
 - Add supplementary notes to tasks
- By default, there is a “My Day” list (displays all tasks with the current day as the due date) and “Scheduled” list (displays all tasks that are assigned due dates)





Notability with a digital calendar template:

- Notability is a note-taking app that recently allowed users to download various kinds of templates
- There are many calendar templates that allow users to digitize their physical agendas
- There are no reminder functions and functionality is limited by what the template provides (i.e. daily/weekly/monthly/yearly overview, weekly notes, to-do lists, timetable, etc)
- It does not directly replace a digital calendar app, however, it is appealing to a special user segment that likes to physically write down events, tasks and other stuff

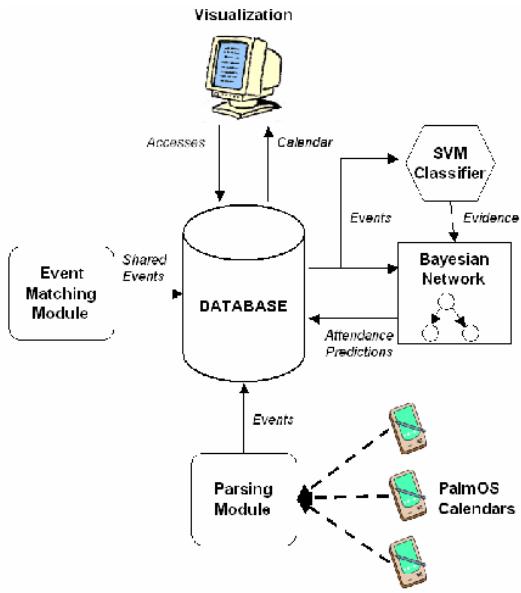


Moritz

Augmenting shared personal calendars:

https://www.researchgate.net/publication/220877447_Augmenting_shared_personal_calendars

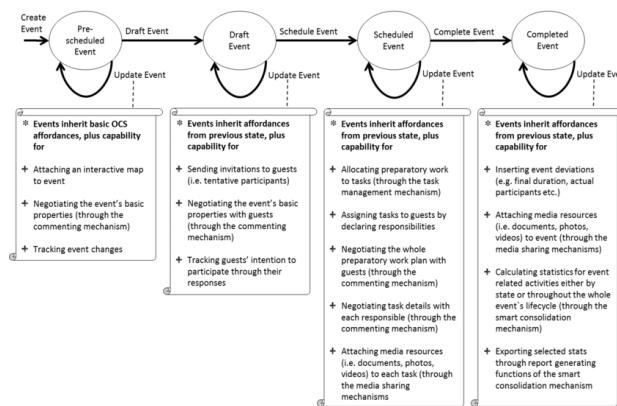
- One can view the calendar of other people to easily find common free slots
- Uses a ML model to predict certain things (for example how late a person will be)



Digital calendars for flexible organizational routines:

https://www.researchgate.net/publication/308624630_Digital_calendars_for_flexible_organizational_routines

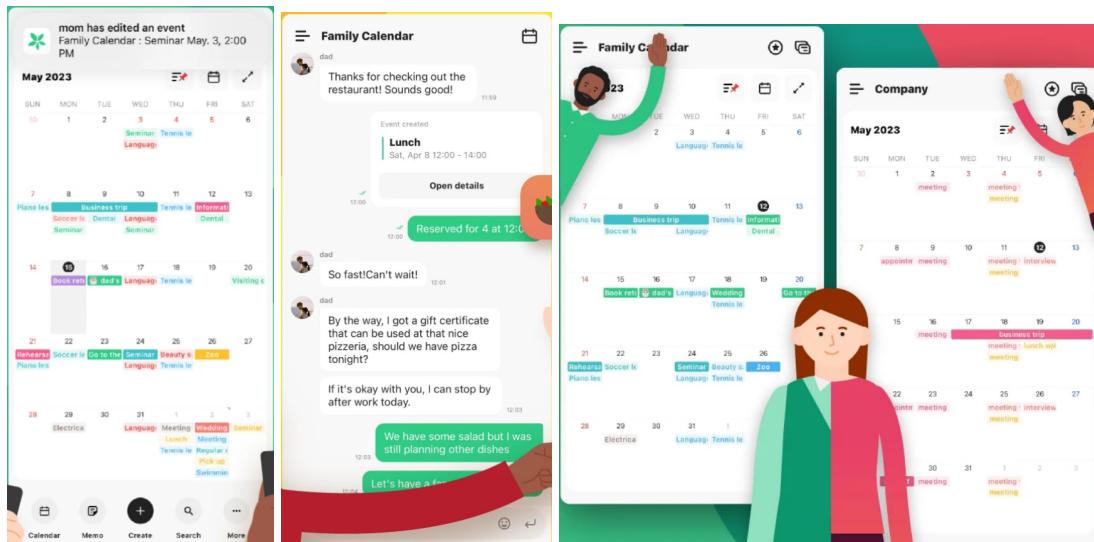
- Works a lot with other software (embedded youtube videos, etc.) and uses them to its advantage
- Has a clear workflow for how the user plans an event



Matthias

TimeTree: <https://timetreeapp.com/intl/en/>

- Shared Calendar app
- Notifies people automatically when a new event is added to the calendar/an existing event is modified
- Single app solution: Allows messaging inside the app such that the user does not need to switch to Messenger, WhatsApp, ...
- Supports multiple calendars such that work, friends and private life can be split
- Allows for multiple calendars to be visible at the same time



- Play Store Critiques:

- Can't change background anymore (lack of configuration)
- Many notifications if a calendar is shared with many people
- Weekly Overview is just a list and not in "calendar format"
- Color coding is not retained
- Unreliable reminders

Trello: <https://trello.com/>

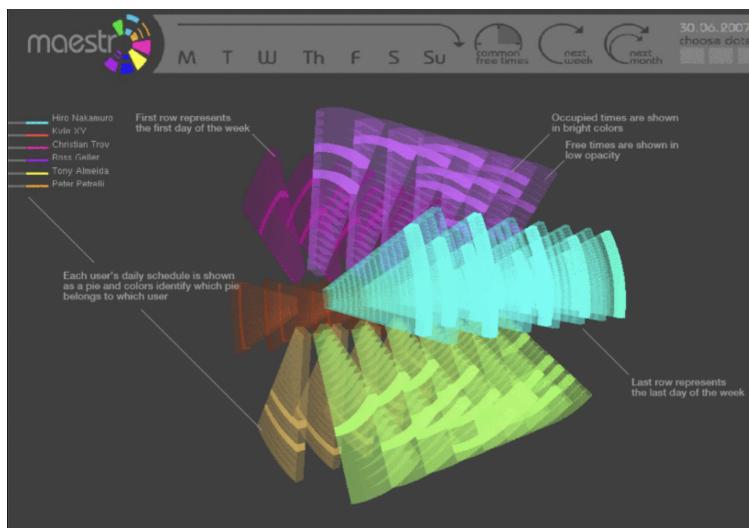
- A collaborative Task Tracker that is frequently used as a calendar
- Can share a board (~calendar) with many people
- Events can be added as a Task
- Tasks can be annotated to convey location and other details of the event
- Doesn't support selecting an hour for the event start
- Configurable reminder before the event starts (can specify how much in advance it is)
- Every task has a separate chat where also images can be inserted

This composite image illustrates the Trello platform. On the left, there are several Trello boards with various lists (To Do, Research, In Progress, Review, Completed) and cards. Each card contains a title, a due date, and a small icon. On the right, a modal dialog box titled 'Datum' is displayed, showing a calendar for October 2023. The dialog includes fields for 'Startdatum' (09.10.2023), 'Fälligkeitsdatum' (10.10.2023 at 10:40), and an 'Erinnerung aktivieren' field set to '15 Minuten vorher'. Buttons for 'Speichern' (Save) and 'Entfernen' (Delete) are also present.

Oliver

Maestro (2008): [Paper](#)

- 3D group calendar visualizer to identify common free time
- Easy to see weekly schedule at a glance
- Supports up to 18 users



Calendly: [Blog post](#), [Calendly](#), [Multi-User features](#)

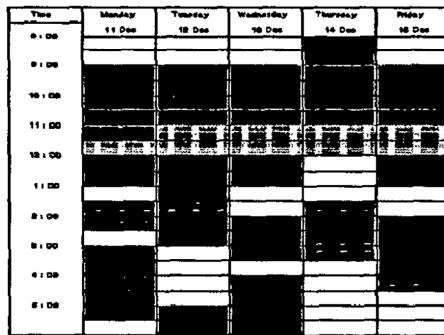
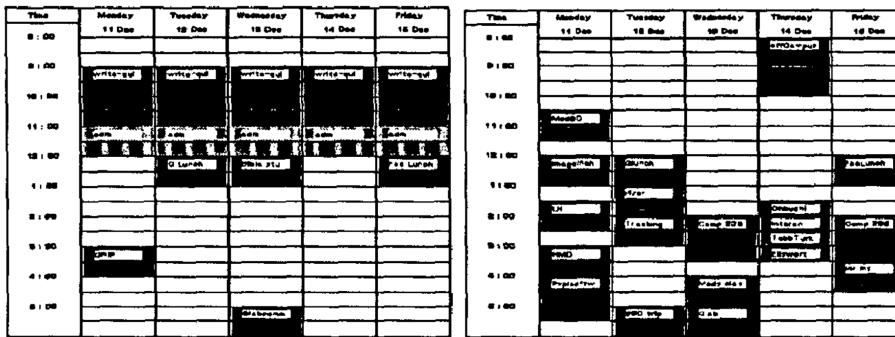
- Meeting booking software
- Set availability first, people can pick their time slot
- Eliminates back and forth
- Integrates with different calendars or payment services
- Allows to automatically text reminders to invitees
- Custom rules, eg only certain amount of meetings per day
- Restrict how far into the future people can book

The figure shows a screenshot of the Calendly scheduling page for Jessica Lau. At the top, there's a profile picture of Jessica Lau and a "Coming up" badge. Below that is a welcome message: "Welcome to my scheduling page. Please follow the instructions to add an event to my calendar." There are three scheduling options listed: "Informational interview" (pink circle), "Blackboard tech support" (orange circle), and "Student office hours" (yellow circle). Each option has a brief description and a "Book now" button. At the bottom left, there's a "Cookie settings" link.

Rafael

Visual Scheduler: [Paper](#)

- Priority-based, graphical scheduling system
- Transparent entries, that are more shaded by priority
- Individual calendars are stacked on top of each other to find low priority time slots



- Schedulers reported that the event priority rating was particularly helpful in locating mutually acceptable time slots
- The word “priority” has two possible meanings: How important an event is and how hard it is to move it
- It produces too dark a time slot when combining several low priority, highly movable events
- An algorithm which is more a function of the maximum priority and less a function of the total number of participants would be superior
- Users often rated the priority of an event too highly

Your time and my time: [Paper](#)

- Study on the use of groupware calendar systems
- Issues:
 - Disparity in work and benefit: Users with physical calendars have additional efforts
 - Personal calendar use versus communication device: People use calendars for temporal orientation, scheduling, tracking, reminding, note recording/archiving, and retrieval/recall, a gcs has to include all those
 - Sharing temporal information and privacy

Table 3
Calendar accessibility by calendar type (%)

	Paper calendar	Personal organizer	Groupware calendar
Allow colleagues to view	58.3	28.9	86.3
Allow colleagues to alter	21.0	14.6	49.5
Willing to view others	41.4	19.6	76.7
Willing to alter others	20.4	16.0	45.7

Table 4
Reasons for viewing colleagues' calendars (multiple responses)

	Percent
Scheduling their work	23.9
Locating colleagues	69.9
Tracking their past appointments	15.9
Updating their schedule for my information	35.4
Others	8.8