

Activity: Create my business calendar

Overview

In this section, you will find information about how to manage and display your business calendar within Salesforce.

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Concerned profiles:

ALL

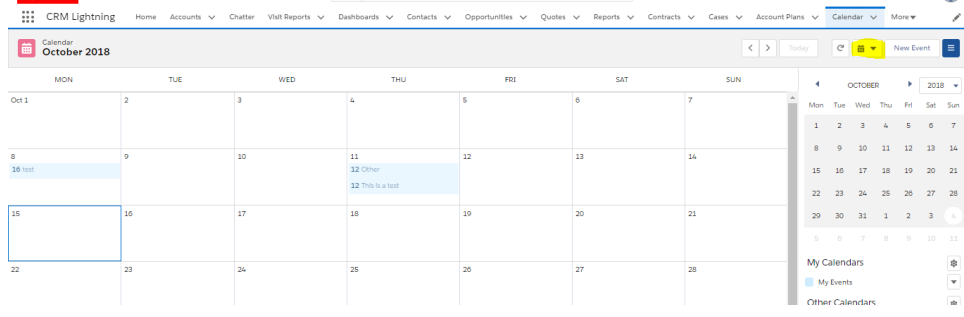
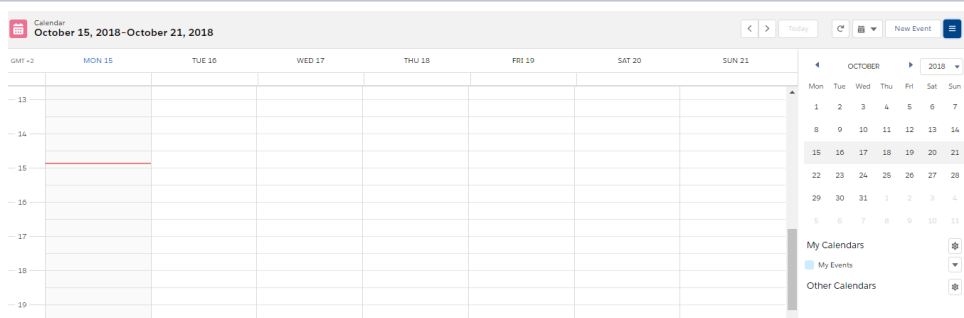
Step By Step

In the home page, let's look at the **Calendar** section.

• In this section, you will find all events for the coming days.



1 By clicking on this icon you choose to display your calendar by day, week or month



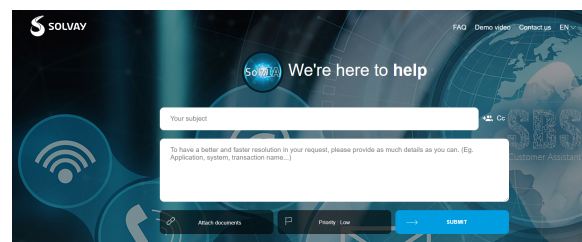
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Related articles

- [Activity: Create a customer visit in Salesforce and from Google Calendar \(Lightning For Gmail\)](#)
- [Activity: Mass email contacts](#)

Need help?

To request any support or if you have identified a bug or incident , please create a Freshdesk ticket using Solvia platform : <https://solvia.solvay.com/>



The screenshot shows a support ticket form with the following fields and elements:

- Header: SOLVIA logo, "We're here to help", and links for "FAQ", "Demo video", "Contact us", and "EN".
- Form Fields:
 - "Your subject" (text input)
 - "To have a better and faster resolution in your request, please provide as much details as you can. (Eg. Application, system, transaction name...)" (text area)
 - "Attach documents" (file upload button)
 - "Priority: Low" (dropdown menu)
 - "SUBMIT" (button)
- Footer: "Customer Account" link.

you can copy users with email address , default priority is Low , then Submit . We advise you to put keywords in subject to ease dispatching to correct Agent : CRM - Complaint for example

