Access
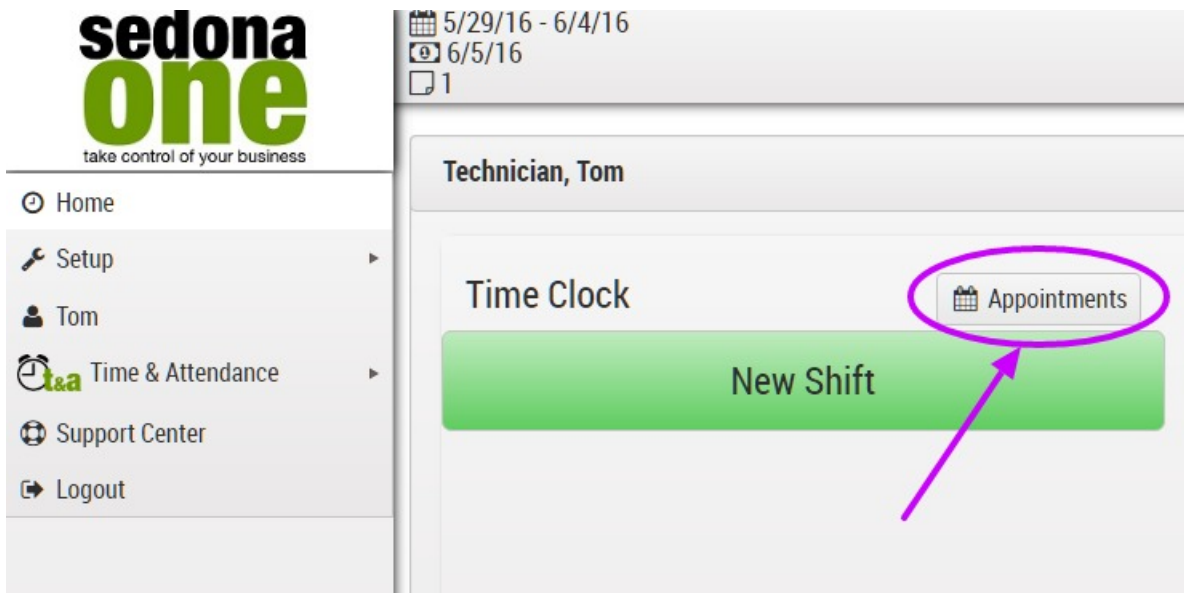
By default, if your company is using multiple products all users have access to all products. You may turn access off to a product by managing the Preferences of the User. Navigate to Preferences - Users.
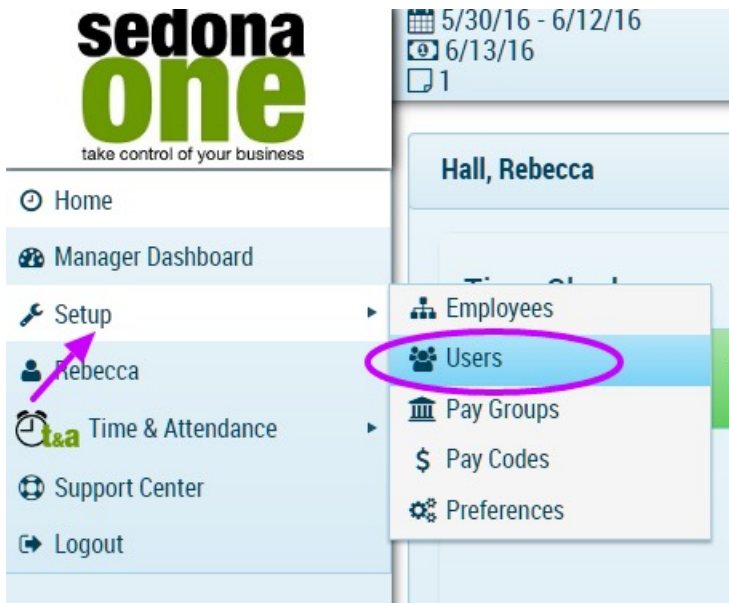
Select the User and then check the boxes of the products they have access to.

Select Home on the far left navigation and then select the Appointments button.

The calendar will open up and appear the same way it does in AlarmBiller.