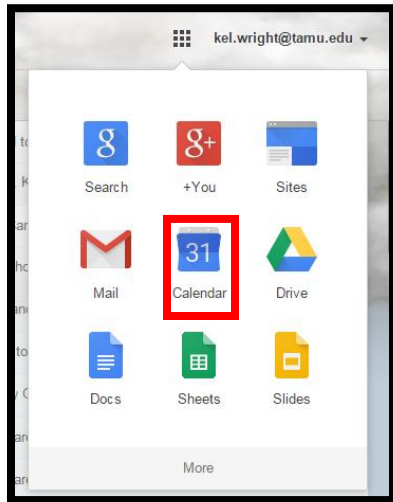


Setting the Time Zone in Google Calendar

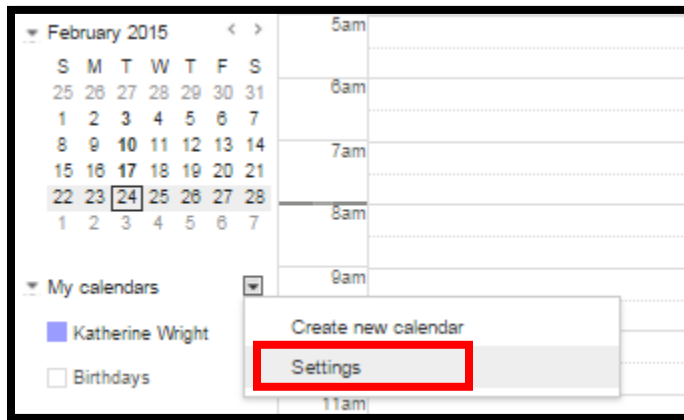
1) Log into your TAMU Gmail and open your Google Calendar

Do this by clicking the blocks in the upper right hand corner of your inbox and selecting calendar

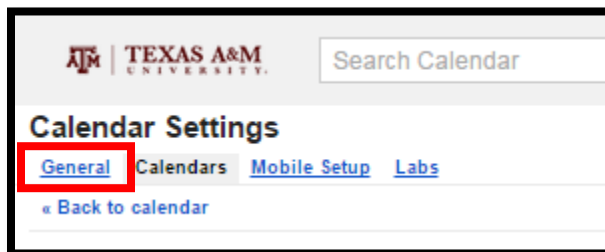


2) Open your Google Calendar settings

Click the arrow to the right of "My Calendars" and select "Calendar Settings"



3) Click the "general" tab at the top of the screen



4) Make sure your time zone is set to (GMT -06:00) Central Time

