

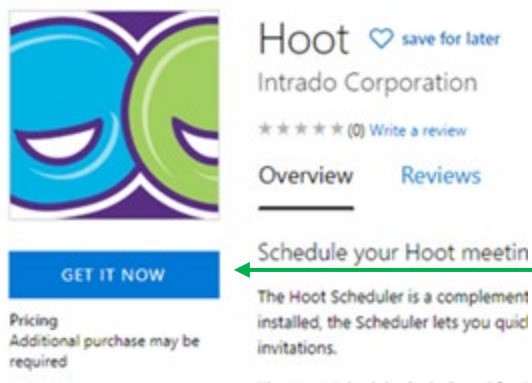
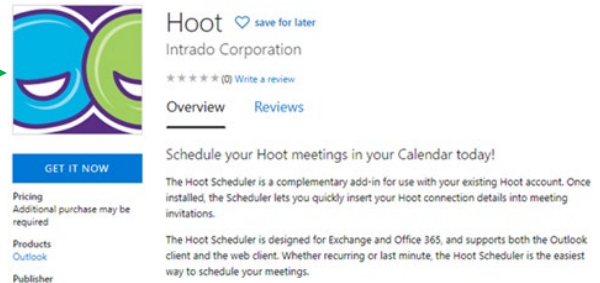


End User Actions | Hoot™ Outlook Add-In Install MS Store

Hoot™ Meeting

To schedule your meeting from Outlook, you will need to install the Hoot™ Outlook Add-In.

- You can access the Microsoft Store and the Outlook Add-In by clicking, [here](#) this will open the Microsoft | AppSource Page



- Click on GET IT NOW
- If prompted, you may need to sign-in with your Outlook or Microsoft account credentials.

- Go back to Outlook, click on your calendar
- Click on New Meeting and you will see Hoot™ has been added to your ribbon

