## Receive a notification every time an amendment is made to google calendar

1. Click on '3 dots' relating to your calendar of choice

2. Click settings



3. Amend notification settings based on preference

General notifications		
New events Someone sends you an invitation to an event	Email	*
Changed events Someone changes an event	Email	*
Canceled events Someone cancels an event	Email	*
Event responses Guests respond to an event for which you can see the guest list	Email	*
Daily agenda Receive an email with your agenda every day at 5am in your current time zone	Email	*