Google / Microsoft Calendar Two-Way Sync

User Guide

Odoo 18 / 19 Community & Enterprise

Integrations / BYOK Connectors

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Technical reference

Technical name	gb_google_microsoft_calendar_two_way_sync
Version	18.0.1.0.0
Odoo series	18.0 and 19.0
Category	Integrations / BYOK Connectors
Depends on	base, mail, calendar
Licence	LGPL-3
Data models	gb.cal.account, gb.cal.mapping, gb.cal.log, gb.cal.connect.wizard

1. Overview

Calendars drift when meetings live in Odoo but staff work in Google Calendar or Microsoft 365. This app syncs events both ways using your own OAuth app (BYOK) - no shared middleman service.

You connect an account with your OAuth client, the app maps Odoo events to remote events, and pushes/pulls changes with a sync log for every operation.

Who is it for?

- Teams living in Google Calendar or Microsoft 365.
- Organisations that require their own OAuth credentials (BYOK).
- Anyone whose native calendar sync is flaky.

2. Installation

The module installs like any standard Odoo app. You need the Administration / Settings access right to install apps.

- Enable developer mode is not required for normal use.
- Open Apps from the main menu.
- Click Update Apps List (top menu) so Odoo re-reads the addons folder.
- Remove the default Apps filter and search for "Google / Microsoft Calend" (technical name **gb_google_microsoft_calendar_two_way_sync**).
- Click Install. The dependencies (base, mail, calendar) are installed automatically.

After installation a new top-level menu becomes available (see Configuration below). On a multi-company database, install once; the records are company-aware where the underlying models are.

3. Configuration

Open Calendar Sync > Accounts (gb.cal.account) and create an account.

Fill the OAuth Client (BYOK) details with your own Google or Microsoft app credentials.

The module depends on Odoo calendar; all sync uses your credentials - no third-party broker.

4. Step-by-step Walkthrough

The flow below uses the real menus, buttons and statuses shipped with the module. Labels are quoted exactly as they appear in the interface.

4.1 Connect an account

1. On the account click Connect to run the OAuth connect wizard (gb.cal.connect.wizard) with your BYOK client.

4.2 Sync events

1. Click Sync Now to push and pull events.
2. Odoo events are linked to remote events via mappings (gb.cal.mapping).

4.3 Resolve and re-link

1. Use Force Push to overwrite the remote copy, or Forget Link to drop a mapping and re-create it.
2. Use Reconnect if the token expires.

4.4 Audit the sync

1. Open Sync Log (gb.cal.log) to see every push/pull operation and any errors.

5. Feature Reference

Every feature below is implemented in the module; the model behind each one is named in brackets so administrators can locate it.

BYOK OAuth accounts

Connect Google or Microsoft 365 with your own OAuth client - no shared service (gb.cal.account).

Two-way sync

Push and pull events with Sync Now; Force Push overrides the remote copy.

Event mappings

Odoo events linked to remote events to avoid duplicates (gb.cal.mapping); Forget Link re-pairs them.

Connect wizard

OAuth connect/reconnect flow (gb.cal.connect.wizard).

Sync log

Every operation and error recorded for audit (gb.cal.log).

6. Tips, Troubleshooting & FAQ

Q: Whose credentials are used?

A: Your own - this is a BYOK connector; you supply the OAuth client.

Q: Does data pass through a third-party server?

A: No - sync runs directly between your Odoo and your provider using your OAuth app.

Q: It stopped syncing - what now?

A: Use Reconnect to refresh the token, then Sync Now.

Q: An event is wrong on the remote side - how do I fix it?

A: Use Force Push to overwrite the remote copy.

Q: How do I see what happened?

A: Open the Sync Log for every operation and error.

Q: Will I get duplicate events?

A: No - mappings link each Odoo event to its remote counterpart.

7. Support

We are happy to help you get the most out of this app.

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Licence	LGPL-3
Supported	Odoo 18.0 and 19.0

When reporting an issue please include your Odoo version, the module version (18.0.1.0.0), the menu/screen you were on and the exact error text. This module performs all processing inside your Odoo instance unless an external connector is explicitly configured by you.