

Put the estimate on the calendar before you hang up

Say it out loud once and it is booked, with the address in the right field so your phone knows when to tell you to leave. About thirty seconds per call.

Updated 2026-09-07

The estimate you forget is not usually the one you wrote down wrong. It is the one you never wrote down, because you were holding a pipe wrench when you agreed to it.

Why the address matters

That is the whole tip. With a real address in the location field, your phone knows where you are going. It can warn you when to leave based on actual traffic, and it navigates in one tap when you get in the truck. In the title it is just words.

Turn this on first

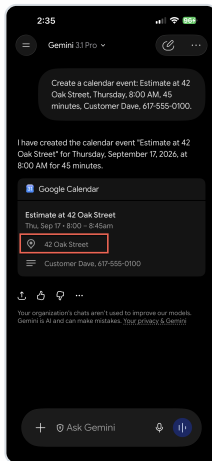
Gemini needs permission to touch your calendar. On your phone, in the Gemini app: **Menu** → **your profile picture** → **Connected Apps**, then turn on **Google Workspace**. If your account has **Personal Intelligence**, it sits one level in: **profile picture** → **Personal Intelligence** → **Connected Apps**. There is no Settings step on the phone. On a computer it is under **Settings & help** → **Connected Apps**.

Google has renamed this twice in two years, from Extensions to Google Workspace apps to Connected Apps. **Connected Apps** itself is available to everyone. **Personal Intelligence** is the piece still rolling out, and it is not offered in the EEA, the UK, Switzerland or Nigeria, or on work and school accounts — so on plenty of phones you will find Connected Apps with no Personal Intelligence above it. If you do not see a Personal Intelligence section, that is normal. Go straight to Connected Apps.

Do this

1. The second the call ends, open **Gemini** and tap the microphone.

2. Say it the way you would say it out loud: **"Create a calendar event, estimate at 42 Oak Street, Thursday 8am, 45 minutes, customer Dave, 617-555-0100."**
3. Check what it made. Specifically, **make sure the street address landed in the location field**, not just in the title.



The address landed in the **location field**, not just the title

What it cannot do yet

It will not invite anyone to the event, and it will not change the location on an event that already exists. Create the event with the address in it the first time and you avoid both limits.

If your screen looks different

Gemini's menus move, and Google has already renamed this setting twice. What is written here was checked on 2026-09-07. If you cannot find Connected Apps on your phone, open Gemini on a computer and look under **Settings & help**, where the whole list is easier to see.

If there is no Personal Intelligence section anywhere, nothing is wrong with your phone. That piece is still rolling out and is not offered in every region, or on work and school accounts. Go straight to Connected Apps instead.

Still stuck? Send me a photo of the menu you are looking at and I will tell you what to tap.

Next

Each of these is at tamingyourtech.com/tips.

- **Make your calendar warn you twice** — On the calendar is not the same as remembered. Set it to warn you twice.
- **Write the notes before you drive away** — While you are talking to your phone, get the estimate notes out of your head too.

Want more than a tip?

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