

Editing a Custom Date

You will need to check existing SDM/ID/RPPR schedules when custom dates or opening days are amended.

- 1. From the Edit Custom Dates, highlight the custom date you want to edit and press [F2 Edit].
- 2. The Edit Custom Date window displays.

Edit Custom Date	— — ×			
Custom Day				
Date	30/10/2016			
Details	Diwali			
Open				
Opening Time	08 : 00			
Closing Time	17 : 00			
Added on 22/11/2016 at 15:05 by Victoria Smith				
Deleted	✓ F10 - Save 🗙 Cancel			

3. Edit all fields as required and press [F10 – Save].

Revision History

Version Number	Date	Revision Details	Author(s)
1.0	11 May 2022		Joanne Hibbert-Gorst

Contact us

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