

## Changing Schedules in Enterprise Manager Portal

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You can change a schedule at any time. Before you delete a service schedule, however, you must make sure that the schedule is not being used by any service.

To modify a schedule:

1. Click the **Schedules** tab; then on the line that describes the schedule that you want to change, click **Edit**.
2. On the Schedule Edit page, change values. , and click **Apply**.

To delete a schedule:

1. Before you delete a schedule, make sure that none of the services reference this schedule:
  - Go to the Bandwidth (or Bandwidth & VPNs) page and review the names of schedules listed under Schedule. If the name of the service to be changed is listed, change the schedule to another one or to Any.
  - Go to the Firewall page and review the names of schedules listed under Schedule. If the name of the service to be changed is listed, change the schedule to another one or to Any.
2. Click the **Schedules** tab; then on the line that describes the schedule that you want to delete, click **Delete**.

The Schedules page no longer lists the schedule.

