

## Setting the Time Schedule (C-Web Interface)

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Before you configure the time schedule, create the schedule.

When you set up a time schedule for an event, you specify:

- For event schedules—Time at which an action is to occur; the from date and time information
- For schedules for services that have authorization configured—Beginning and end of the interval; the to date and time information
- For exclusions—Times to be excluded from that schedule

To configure the time schedule:

1. Click **Configure**, and navigate to the specified service schedule.
2. From the Create new list, select **Except** (to set an exclusion).
3. In the dialog box, type a name for the new Except. The specified name is not stored as an identifier, so the arbitrary value can be as simple as a number.
4. Click **From** in the side pane.

The From pane appears.

5. Click the **Create** button.

The From pane reappears. This pane allows you to specify the effective period in which to schedule the event. This period is the interval after the associated from or to time during which the scheduled action can be initiated by a subscriber who is logging in to a subscriber session.

6. Enter the information as described in the Help text in the main pane, and click **Apply**.
7. Click **To** in the side pane.

The To pane appears.

8. Click the **Create** button.

The To pane reappears. This pane allows you to specify the effective period in which to schedule the event. This period is the interval after the associated from or to time during which the scheduled action can be initiated by a subscriber who is logging in to a subscriber session.

9. Enter the information as described in the Help text in the main pane, and click **Apply**.

