

# Actual Schedule

Last Modified on 10/26/2023 1:29 pm EDT

The Actual Schedule window allows one-time schedule changes on an account without changing their standard device schedules or creating a temporary schedule. Actual Schedule is accessed from the [Alarm Dispatch](#) window.



In the Actual Schedule windows, select the schedule on the left. This will open a rolling schedule to the right. The current date displays with an '\*' before the day. The schedule can be moved forward or backward with the Arrow buttons. Double-clicking on a day will activate the Schedule Exceptions pane. The Open and Close times can be altered and saved, creating an exception on the rolling schedule. The exception can be removed by pressing the Clear button.

The Schedule Exception will alter the time used for expected times on open and close signals. The early and late open/close windows will still apply.

The screenshot displays the 'Actual Schedule' window for 'Site Group Schedule 1 Warehouse'. It shows a list of schedules on the left and a detailed view of the selected schedule on the right. The detailed view includes a table of exceptions and a table of expected events.

Site Group Schedule	Schedule Area	Description
1	1	Warehouse
2	2	

  

Schedules	Type	Date	Day of Week	Time
late open event		11/21/12	Tuesday	08:00 - 21:00
late close event		11/21/12	Tuesday	08:00 - 21:00
early open window 30	Exception	11/29/12	*Wednesday	08:00 - 21:00
late open window 30	Clear	11/29/12	Thursday	08:00 - 21:00
early close window 30	Schedule Exception	11/30/12	Friday	08:00 - 21:00
late close window 300		12/01/12	Saturday	09:00 - 18:00
early open event EARLY Opening (per panel)		12/03/12	Sunday	08:00 - 18:00
late open event Late Opening (per panel)		12/03/12	Monday	08:00 - 21:00
early close event Early Close (per alarm panel)		12/04/12	Tuesday	08:00 - 21:00
late close event Late Close (per alarm panel)		12/04/12	Tuesday	08:00 - 21:00

  

Exceptions	Expected Events							
Date	Open	Close	Event	Date	Event	Expected Event	Schedule	Site Group Schedule
11/29/12	Wed	08:00	21:00	11/29/12 08:00:00	11/29/12 08:30:00	Open	1	
12/03/12	08:00	21:00	12/03/12 08:00:00	12/03/12 08:30:00	Open	2		