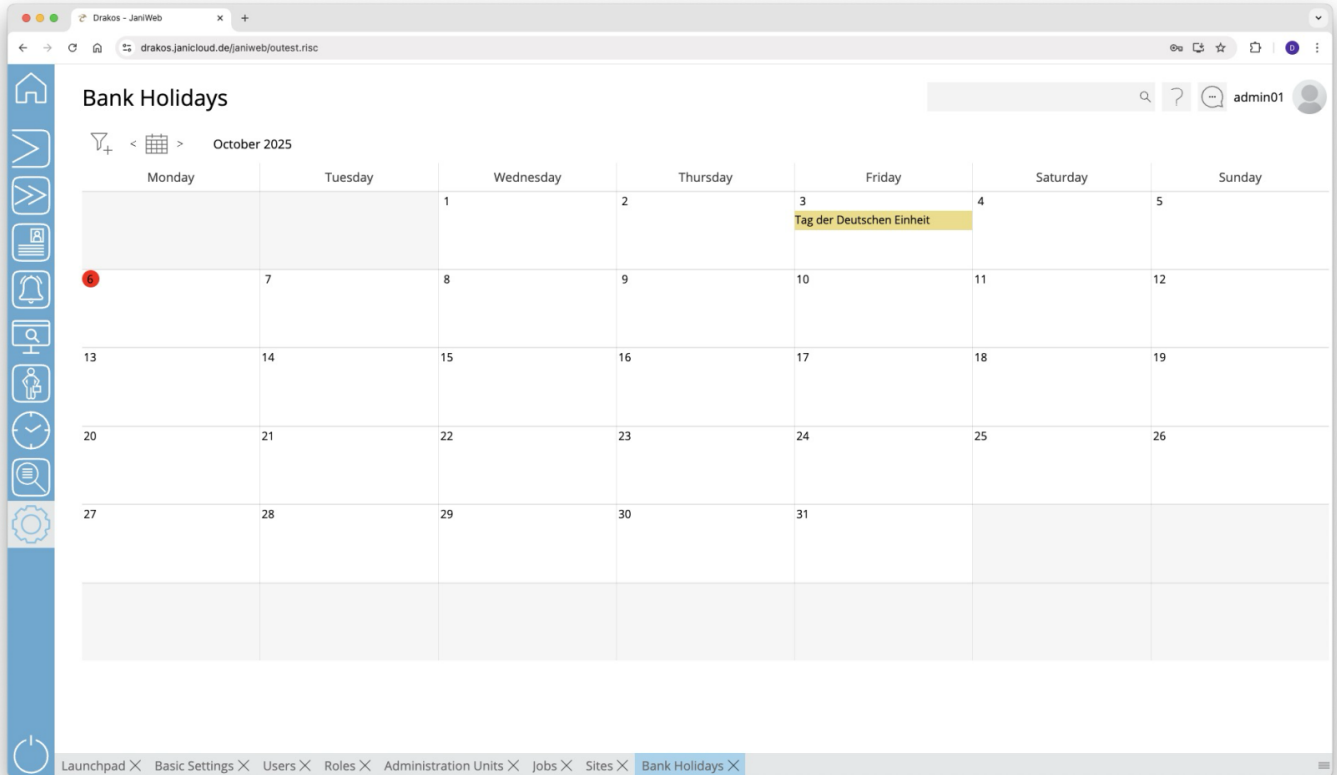


# Holiday Calendar

Use this menu item to manage bank and individual holidays.



# Holiday Calendar

## Editing a Holiday

Double-click on the holiday you want to change.

- Press *Save* to apply the changes.
- Press *Delete* to remove the holiday.

## Creating a New Holiday

1. Right-click on the relevant day and select *Create new*.
2. Enter a *Description* for the holiday.
3. Select the *Holiday Calendar* for the holiday.
4. Select a *Holiday class* to specify whether time profiles should apply on this holiday.
5. Press *Save*.

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## TIPS

Use the filter icon in the upper left corner of the calendar to restrict the view to certain holiday calendars.

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