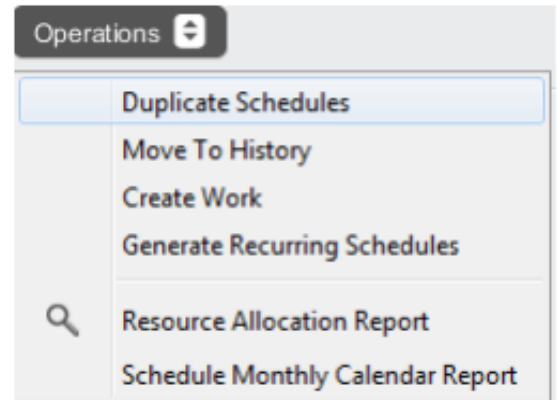A W A R E M A N A G E R

The Duplicate Schedules operation allows the user to quickly create duplicates of Schedule records. Using this operation allows you to easily set up Schedules for similar events.

You can access Duplicate Schedules from the Operations menu on the Schedule List. The operation can be run on selected or all lines in the list view and gives the option to input Planned Start and End times or to offset Date and Time fields.

Checkboxes are used to indicate which tabs from the original record will be duplicated on the newly created Schedule.

Operations

- Duplicate Schedules
- Move To History
- Create Work
- Generate Recurring Schedules

🔍

- Resource Allocation Report
- Schedule Monthly Calendar Report

Duplicate Schedules

◉ Selected Lines
◯ All Lines

Number Of Days To Offset: 0   Hours: 0

Planned Start Date/Time: [   ] 📅 [   ] 🕐 ☐ Add Offset

Planned End Date/Time: [   ] 📅 [   ] 🕐 ☐ Add Offset

Tabs   ☐ Contacts

☐ Materials

☐ Equipment

☐ Amounts

☐ Reminders

Recipient: [   ] ≡

☐ Add Offset To Reminder Dates

[Run]   [Cancel]