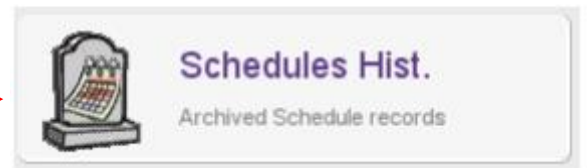
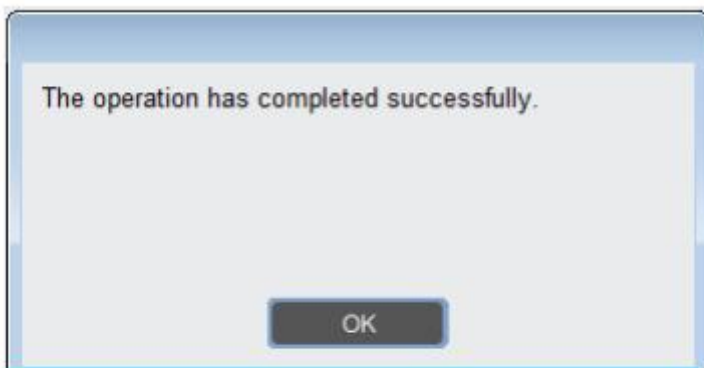
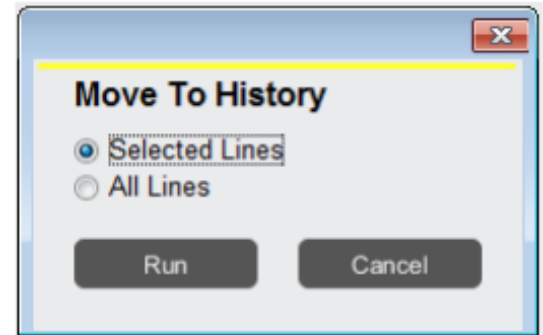
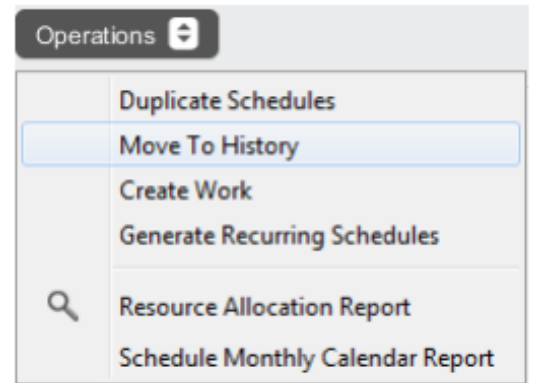


Found in the **Schedules** capsule, the **Move To History** operation can be used to move records from the Schedules capsule to the Schedules History capsule. This operation may be run simultaneously on Schedules within different divisions; the corresponding Schedule History records will be stored in their respective divisions.

For each Schedule record included, the operation removes the record from the Schedules capsule and creates an exact copy in the Schedules History capsule. Only the Number will be changed (you can set the Numbering scheme of the Schedules History capsule within its preferences or individual Division settings).

Once this operation completes, you will be notified that the records have been moved. You must navigate to Schedule History to then view them.



Note:

- Records in the Schedule History capsule are view-only.
- You can't directly add Schedule History records from within this capsule; you must use the Move To History operation to create them.