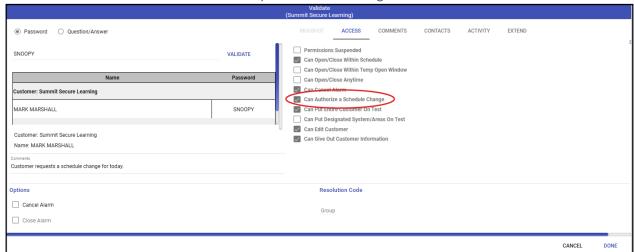
## **Temporary Schedules**

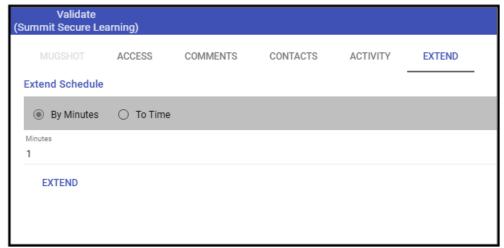
Upon notification from a customer, users may add a Temporary Schedule on their behalf.

## Adding a Temporary Schedule from an Alarm

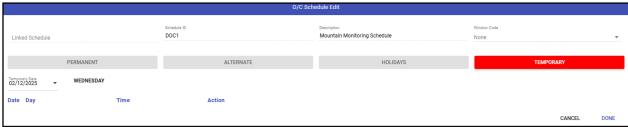
1. Validate the customer contact and ensure they are allowed to change a schedule.



2. When available, and if the change is only to **extend** the time for the Schedule on the current day, enter the minutes or time to add.



3. If unable to extend the schedule, click the plus sign (2) on the Schedule, validate, and update the schedule as necessary.



- 4. Click Done.
- 5. **Confirm** the schedule change.
- 6. Complete processing the alarm.