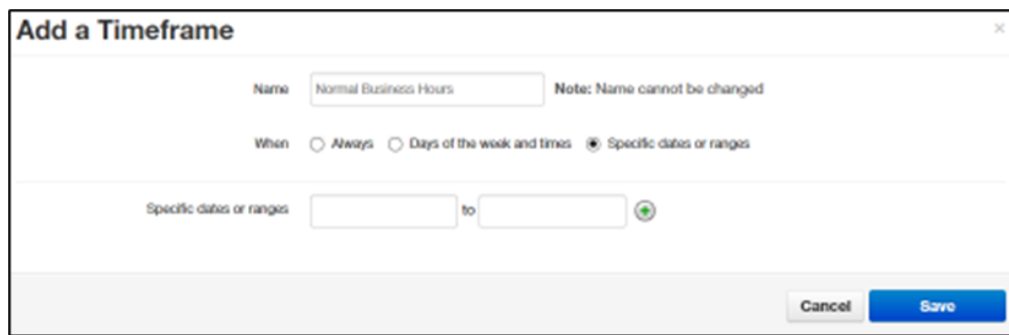


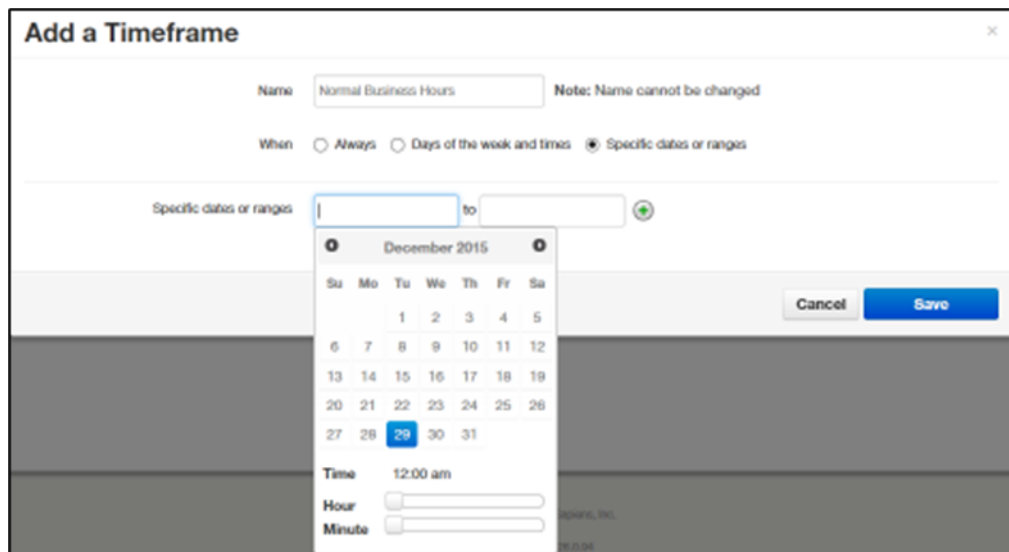
# Hosted PBX by Golden West

## Selecting Specific Dates and Ranges

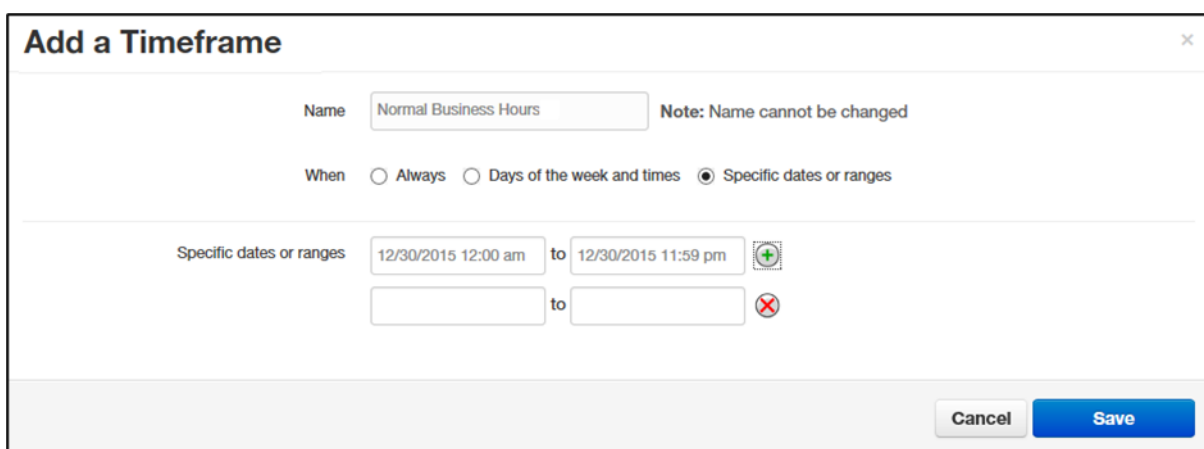
Fields appear for entering dates or ranges.



1. Click in the left field, and then select a starting date and time from the pop-up calendar.

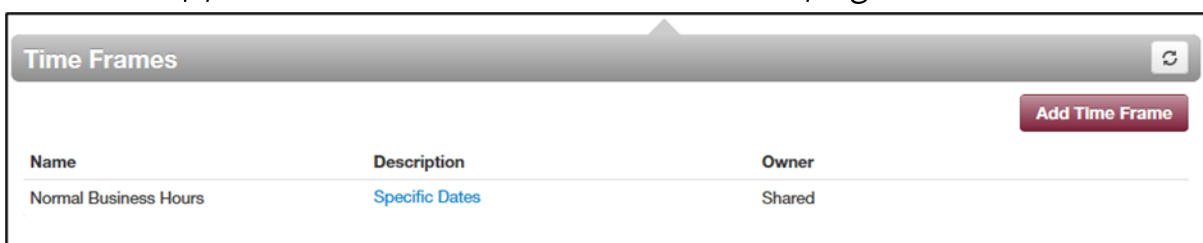


2. Click in the right field, and then select an ending date and time from the pop-up calendar.
3. To specify additional ranges, click the '+' icon to display another row of fields, and then repeat steps 1 and 2 in the new fields. Repeat this step for each additional date or range you want to specify. To delete a date or range, click the 'X' icon next to the appropriate row.



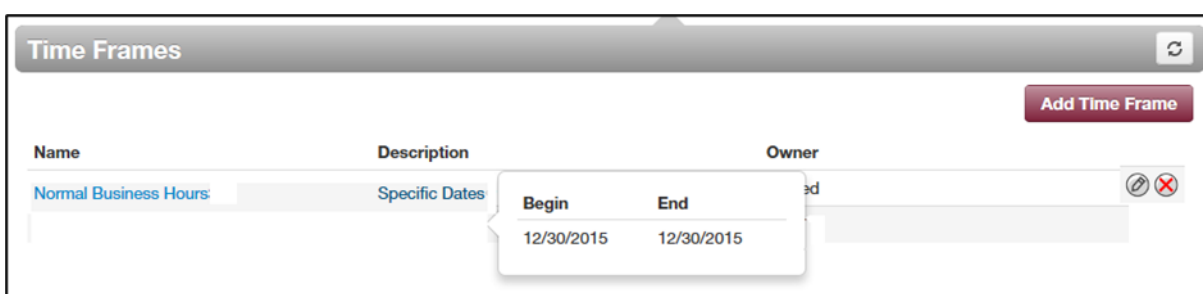
4. Click **Save** to save your selections.

The time frame appears as a row on the Time Frames page.



Name	Description	Owner
Normal Business Hours	Specific Dates	Shared

*Hint: Moving the pointer over the blue text in the Description column shows the settings for that timeframe.*



Name	Description	Owner
Normal Business Hours	Specific Dates	Shared

Begin	End
12/30/2015	12/30/2015