

# Audacy Edit an Existing Schedule

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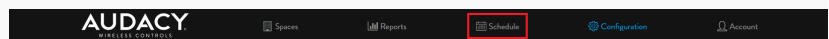
## Introduction

The Schedules feature provides a flexible and comprehensive ability to schedule all aspects of the lighting system.

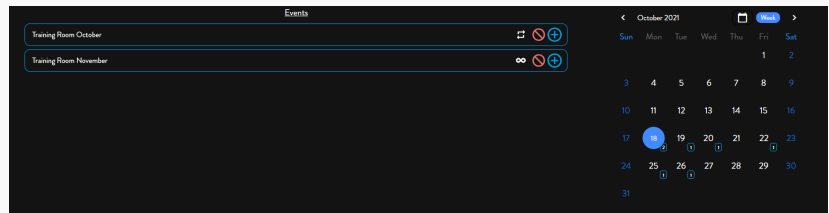
## Editing a Schedule

Follow these steps to edit an existing Schedule in the Audacy Lighting System.

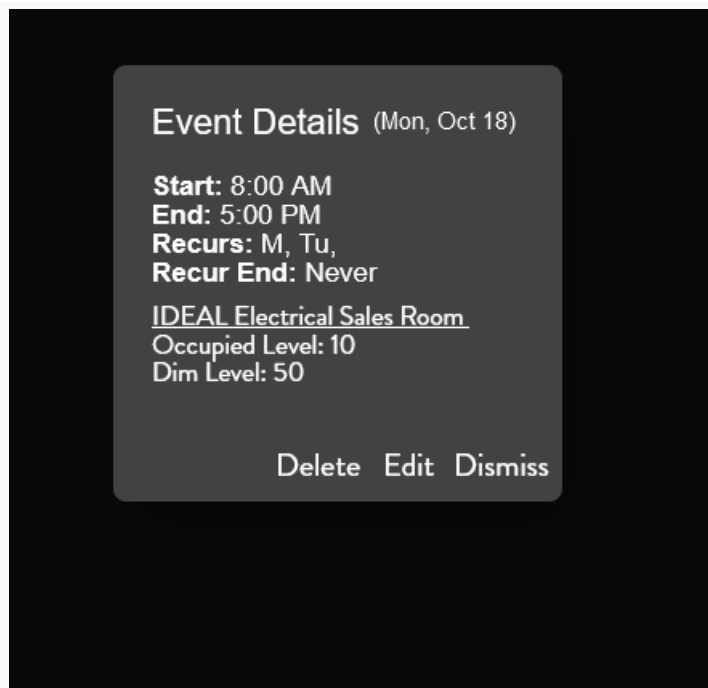
1. Click the Schedule tab from the Dashboard.



2. Select the Event to be edited.



3. Click Edit to open the Edit Events dialogue.



4. Walk through the Events dialogue and change the desired parameters. In this example, we are setting a correct start date and adding an end date. We are not

changing the lighting parameters of the event.

5. Assign the correct Start Date for the event.




6. Change the end date from Never to the correct End Date.



7. Select update to complete editing the Schedule

**Select Spaces**

|   |                                     |
|---|-------------------------------------|
| DJ Test Room  | <input type="checkbox"/>            |
| DMX Demo  | <input type="checkbox"/>            |
| HB Test   | <input type="checkbox"/>            |
| IDEAL Electrical Sales Room  | <input checked="" type="checkbox"/> |
| Justin  | <input type="checkbox"/>            |
| MK test room  | <input type="checkbox"/>            |
| Matthew Test Room   | <input type="checkbox"/>            |
| Office 101  | <input type="checkbox"/>            |
| Sycamore Manf - East Parking Lights   | <input type="checkbox"/>            |
| Sycamore Manufacturing Foyer  | <input type="checkbox"/>            |
| Sycamore Manufacturing Office   | <input type="checkbox"/>            |
| Test GW Repeater  | <input type="checkbox"/>            |
| Tim Thermal Testing   | <input type="checkbox"/>            |
| VDT Test  | <input type="checkbox"/>            |
| z Clarence RMA EVAL   | <input type="checkbox"/>            |

Back Cancel Update

8. Click Close to return to the Dashboard.

The screenshot shows a 'Select Spaces' modal window with a list of rooms and their selection status. A 'Success' notification is overlaid on the modal, indicating that the event update was successful. The notification includes a 'Close' button. At the bottom of the modal, there are buttons for 'Back', 'Cancel', and 'Update'.

| Space Name                    | Settings Icon | Selected                            |
|-------------------------------|---------------|-------------------------------------|
| DJ Test Room                  |               | <input type="checkbox"/>            |
| DMX Demo                      |               | <input type="checkbox"/>            |
| HB Test                       |               | <input type="checkbox"/>            |
| IDEAL Electrical Sales Room   | ⚙️            | <input checked="" type="checkbox"/> |
| Justin                        |               | <input type="checkbox"/>            |
| MK test room                  |               | <input type="checkbox"/>            |
| Sycamore Manufacturing Foyer  |               | <input type="checkbox"/>            |
| Sycamore Manufacturing Office |               | <input type="checkbox"/>            |
| Test GW Repeater              |               | <input type="checkbox"/>            |
| Tim Thermal Testing           |               | <input type="checkbox"/>            |
| VDT Test                      |               | <input type="checkbox"/>            |
| z Clarence RMA EVAL           |               | <input type="checkbox"/>            |

**Success**  
Event update successful  
Close

Back Cancel Update