

21.05. Schedules and periods

Permission to add/edit schedules and periods



Schedules and periods can only be added and edited on the **central server**. Permission must be switched on for a user to perform this function.

1. Go to **Admin > Edit Users >** double click the user to be edited **> Permissions**.
2. In the Admin section, check the **Edit periods and period schedules** box.
3. Click **OK**.

The screenshot shows the 'Edit user' dialog box with the 'Permissions' tab selected. The 'Admin' section is expanded, and the 'Edit periods and period schedules' checkbox is checked and highlighted with a red box. Other sections include 'Ordering', 'Items', 'Goods receiving', 'Special', and 'Tenders'. The 'User' field is set to 'Admin' and the 'Store' is 'General Warehouse'.

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