Work with Schedules

Schedules are designated blocks of time during the day that match the classes you offer. For example, if you offer before-school care, you must create a schedule for those classes. If you offer after-school care, that requires a time schedule too! A Schedule is assigned to a class once the **class** has been created in the system. There are links on a Class page to add a Schedule, or you can manage them from *Settings (left menu) > Site Settings card.*

Owners and Administrators automatically have permissions to set up Schedules, however, an Administrator is limited to creating them for the site(s) assigned when they were added as a **Team Member**.

Expand/Collapse All

⊙ Create a Schedule

⊙ Import a Schedule From Another Site

⊙ Add a Schedule to a Class

⊙ Modify an Existing Schedule