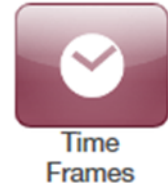


Hosted PBX by Golden West

Time Frames

Time frames allow you to control the scheduling of the system. You configure time frames using the Time Frames page. To display this page, click the **Time Frames** icon at the top of the page:



Three common time frames are:

Open Hours (for example, M-F 9am-5pm)

Holidays (Independence Day, Thanksgiving, New Year's, and so on)

Closed Hours (all other times)

Time frames can be both shared (system-wide and set by the administrator) or personal to your extension. You can add a time frame to your extension by clicking the **Add Time Frame**.

Time Frames		
Name	Description	Owner
Cell Forward Edit	Days and Times	5702
Closed Hours	Always	Shared
Customer Care Hours	Days and Times	Shared
Holidays	Specific Dates	Shared
Kevin Holiday	Specific Dates	5702
Open Hours	Days and Times	Shared