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## Calendar profile

Via the calendar profile the administrator can enter the working hours which are specific for the business and therefore define a work day. This plays a role if a schedule for a process has to be defined. Its calculation is based on the work week defined here.

Properties

Properties

Monday

012359

Tuesday

012359

Wednesday

012359

Thursday

012359

Friday

012359

Saturday

-1-1-1-1

Sunday

-1-1-1-1

Save

Element Description	
1	Here, the hourly part of the work start in the format of h or hh is entered for a particular day.
2	Here, the every minute part of the work start in the format of m or mm is entered for a particular day.
3	Here, the hourly part of the work end in the format of h or hh is entered for a particular day.
4	Here, the every minute part of the work end in the format of m or mm is entered for a particular day.

Element Description	
5	Via this button applied changes can be saved.

work-free days are marked through a “-1” entered in every column.

## Add feast days

In TIM you can also add feast days which concern all TIM employees. The registered feast days are then subtracted from the handling time of tasks. For this, you can add a new feast day via a right click on the context menu of the calendar profile and adapt it, accordingly.



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