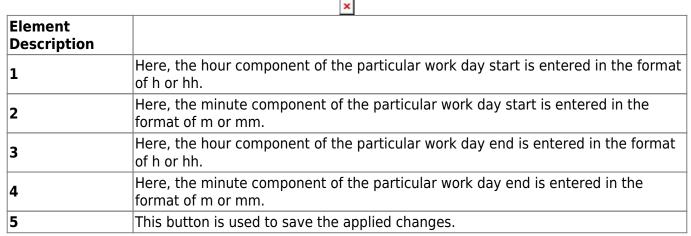
## **Calendar Profile**

Via the calendar profile the administrator can tailor the number of hours comprising a work day to their specific business. This plays a role if a schedule for a process has to be defined. Its calculation is based on the work week defined here.



Non-work days are marked by entering a "-1" in the respective columns.

## **Add Holidays**

In TIM you can also add holidays to be observed by all TIM employees. The registered holiday hours are then subtracted from the handling time of tasks. For this, you can add a new feast day by right clicking on the context menu of the calendar profile and then adapt it accordingly.



## 

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