

3.3.1 Tab Recurrence Date Time

Tab “Recurrence Date Time”

Configure the following items in **Recurrence Date Time** tab:

The screenshot shows the 'Schedule' dialog box with the 'Recurrence Date Time' tab selected. The dialog is divided into two tabs: 'Recurrence Date Time' and 'Playlists'. The 'Recurrence Date Time' tab contains the following elements:

- 1** Description: A text input field.
- 2** Start Time: A spinner set to 10:50:00. Duration: A spinner set to 00:30:00.
- 3** Recurrence: A toggle switch that is turned on.
- 4** Recurrence Pattern: Radio buttons for Hourly, Daily, Weekly, and Monthly. The Monthly option is selected. A text box indicates: "This schedule item will be recurred on every month between recurrence range." Below this, a "Repeat on date" spinner is set to 31.
- 5** Range Of Recurrence: "Start At" has radio buttons for "Now" (selected) and "2021/6/25". "End By" has radio buttons for "Forever" (selected) and "2022/6/25".

At the bottom right, there are 'OK' and 'Cancel' buttons.

No.	Item	Description
1	Description	Enter the name or description for the schedule item.

2	Start Time / Duration	<p>If the schedule item is a recurring event (if #3 is sent to Recurrence), set Start Time to the time of the day when you want the schedule item to activate and then set how long you want the item to be active in the Duration field. If the schedule item is a one-time event (if #3 is sent to Once), set the Start Date and End Date in the respective field.</p>
3	Recurrence / Once	<p>Set this item to Recurrence if you want the schedule item to repeat. Set this item to Once if you want the schedule item to be a one-time event.</p>
4	Recurrence Pattern	<p>If Recurrence is selected in #3, select one of the following options. Hourly – Schedules the event to occur every number of hours at the time entered in the Start Time field. Set the number of hours between each occurrence in the Repeat every hour(s) field. Daily – Schedules the event to occur every day of the week. Weekly – Schedules the event to occur on days of the week selected. Monthly – Schedules the event to occur at the date selected in the Repeat on date field for every month.</p>
5	Range of Recurrence	<p>If Recurrence is selected in #3, configure the following options: In the Start At field, select Now if you want the schedule item to activate immediately, or enter the date that you want the schedule item to be activated. In the End By field, select Forever if you want the schedule item to continue into the future, or enter the date that you want the schedule item to be deactivated.</p>

