Schedule Vista (Manual)

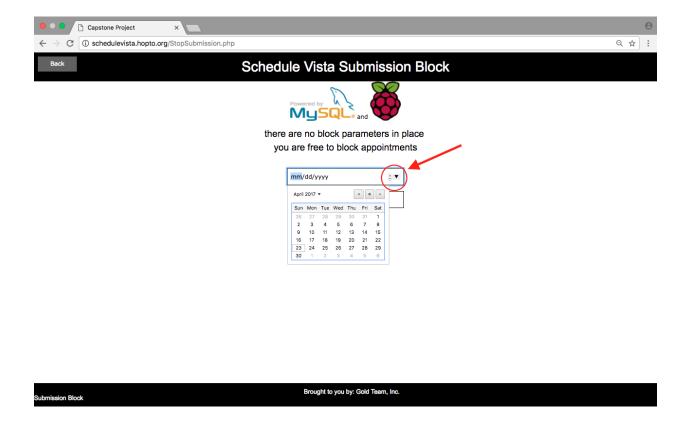
Stop Submissions (Stop scheduling)

You will be able to stop submissions from all users from any specified time.

1. Simply define the time period you wish to prevent scheduling by inputting the start and end time. (Note; you can use the small double arrows to sequentially go through dates or click the black arrow to bring a small calendar view to choose the specific date.)



2. Once you have selected the appropriate dates click "Submit".



3. If you would like to drop any scheduling restrictions click "Empty Submission Block".