



Time Period Setup

This chapter provides information to add, update, copy, or delete a time period.

For additional information, see topics related to time-of-day routing in the *Cisco Unified Communications Manager System Guide*.

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About Time Period Setup

In Cisco Unified Communications Manager Administration, use the **Call Routing > Class of Control > Time Period** menu path to configure time periods.

A time period comprises a time range that is defined by a start time and end time. Time periods also specify a repetition interval either as days of the week or a specified date on the yearly calendar. You define time periods and then associate the time periods with time schedules. A particular time period can be associated with multiple time schedules.

You then associate time schedules with partitions to set up time-of-day call routing.

Time Period Deletions

You cannot delete time periods that time schedules are using. To find out which time schedules or other items are using the time period, choose Dependency Records from the Related Links drop-down list box that is on the Time Period Configuration window. If the dependency records are not enabled for the system, the dependency records summary window displays a message. If you try to delete a time period that is in use, Cisco Unified Communications Manager displays an error message. Before deleting a time period that is currently in use, you must perform either or both of the following tasks:

- Assign a different time period to any time schedules that are using the time period that you want to delete.
- Delete the time schedules that are using the time period that you want to delete.

Time Period Settings

The following table describes the time period settings.

Table 1: Time Period Settings

Field	Description
Time Period Information	
Name	<p>Enter a name in the Time Period Name field. The name can comprise up to 50 alphanumeric characters and can contain any combination of spaces, periods (.), hyphens (-), and underscore characters (_). Ensure each time period name is unique to the plan.</p> <p>Note Use concise and descriptive names for your time periods. The hours_or_days format usually provides a sufficient level of detail and is short enough to enable you to quickly and easily identify a time period. For example, office_M_to_F identifies a time period for the business hours of an office from Monday to Friday.</p> <p>Cisco Unified Communications Manager provides the All the time time period. This special, system time period includes all hours, is published to end users, and cannot be deleted; this time period can be copied.</p>
Description	Enter a description for this time period.
Time Of Day Start	<p>From the drop-down list box, choose the time when this time period starts. The available listed start times comprise 15-minute intervals throughout a 24-hour day.</p> <p>The default value is No Office Hours.</p> <p>Note To start a time period at midnight, choose the 00:00 value.</p>

Field	Description
Time of Day End	<p>From the drop-down list box, choose the time when this time period ends. The available listed end times comprise 15-minute intervals throughout a 24-hour day.</p> <p>The default value is No Office Hours.</p> <p>Note You must choose an End Time that is later than the Start Time that you chose.</p> <p>Note To end a time period at midnight, choose the 24:00 value.</p>
Repeat Every	<p>Click on one of the radio buttons:</p> <ul style="list-style-type: none"> • Week from—If you click on the Week from radio button, use the drop-down list boxes next to from and through to choose the days of the week during which this time period applies. Examples: Choose a from value of Mon(day) and a through value of Fri(day) to define a time period that applies from Monday through Friday. Choose a from value of Sat(urday) and a through value of Sat(urday) to define a time period that applies only on Saturdays. • Year on—If you click on the Year on radio button, use the drop-down list boxes next to Year on and until to choose the month-and-day combinations of the year and the range for which this time period applies. <p>Example: Choose a Year on value of Jan and 15 and an until value of Mar and 15 to choose the days from January 15 to March 15.</p> <p>Caution Do not use this setting for single day time periods.</p>
Clear Repeat	<p>Click this button to clear the previously chosen Repeat Every values from the time period that you are modifying.</p>

