How to Delete a Julian Calendar

A calendar can be modified or deleted as long as it does not have a delivery of today.

- 1. Open the Julian Calendar screen.
- 2. Select a calendar in the Search Calendar screen, and then click the Open Selected button. This will open the Julian Calendar screen.

c													
J.	ulian Calendars												
C	Open Selected	New 🕞 Export	• 🔲 Columns •	🔠 View -								2 rec	ords (1 selected)
a	Description	Contains	~		+ Add Filt	er							
	Description 🔺	January	February	March	April	May	June	July	August	September	October	November	December
	Every 20 Days	20	20	20	20	20	20	20	20	20	20	20	20
	Every 30 Days	30	30	30	30	30	30	30	30	30	30	30	30

3. Click the **Delete toolbar button**. The delete record confirmation message will prompt.

Julian Calenda	r					^	×
New Save S	Search Delete Undo	Clos	e				
Details							
Description \star	Every 20 Days						
Monthly Inte	ervals						
January		20	July			20	
February		20	August			20	
March		20	September			20	
April		20	October			20	
May		20	November			20	
June		20	December			20	
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4. Select Yes on the confirmation message.





Are you sure you want to delete this record?



5. Close the Julian Calendar screen.

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2. Select a calendar in the Search Calendar screen, and then click the Open button. This will open the Julian Calendar screen.

366	iren junan calend	uars							
Ne	w Open Refres	ih Export Close							
	Layout 🔍 Filt	er Records (F3)	2 records	(1 selected)					
	Description 🔺	January	February	March	April	May	June	July	August
2	Every 20 Days	60	60	50	50	40	40	30	20
	Every 30 Days	30	30	30	30	30	30	30	30
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3. Click the **Delete toolbar button**. The delete record confirmation message will prompt.

Julian Calenda	r				^ X
New Save S	Search Delete Undo	Clo	se		
Details					
Description:	Every 20 Days				
Monthly Inte	ervals				
January:		60	July:		30
February:		60	August:		20
March:		50	September:		20
April:		50	October:		40
May:		40	November:		50
June:		40	December:		50
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4. Select Yes on the confirmation message.



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Are you sure you want to delete this record?



5. Close the Julian Calendar screen.

A calendar can be modified or deleted as long as it does not have a delivery of today.

- Open the Julian Calendar screen.
 Select a calendar in the Existing Calendar grid, and then click the Delete toolbar button. The delete record confirmation message will prompt.

unan calendar				~ L
New Delete Close				
Details				
Existing Calendars				Future Delivery Dates
Q Open 🔠 Layou	ut Q Filte	r Records (F3)		Delivery Dates
Description	Start Date	Through Date	Auto Renew	Monday, January 04, 2016
Weekly Interval	01/01/2016	06/30/2016	~	Monday, February 01, 2016
				Monday, February 29, 2016
				Monday, March 28, 2016
				Monday, April 25, 2016
				Monday, May 23, 2016
				Monday, June 20, 2016
?) 🖾 💡 Ready	/			

3. Select Yes on the confirmation message.



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4. Close the Julian Calendar screen.

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- 1. Open the Julian Calendar screen.
- 2. Select a calendar in the Existing Calendar grid, and then click the Delete toolbar button. The delete record confirmation message will prompt.

			Future Delivery Dates
er Records (F3)			Delivery Dates
Start Date	Through Date	Auto Renew	Monday, March 16, 2015
erval 03/11/2015	12/30/2015		Monday, April 06, 2015
			Monday, April 27, 2015
			Monday, May 18, 2015
			Monday, June 08, 2015
			Monday, June 29, 2015
			Monday, July 20, 2015
			Monday, August 10, 2015
			Monday, August 31, 2015
			Monday, September 21, 2015
			Monday, October 12, 2015
			Monday, November 02, 2015
			Monday, November 23, 2015
			Monday, December 14, 2015
confirmation mes	sage.		
	0	×	
you sure you v	vant to delete	this record?	
	er Records (F3) Start Date erval 03/11/2015	er Records (F3) Start Date Through Date erval 03/11/2015 12/30/2015 confirmation message. you sure you want to delete	er Records (F3) Start Date Through Date Auto Renew erval 03/11/2015 12/30/2015 Image: Confirmation message. confirmation message. Image: Confirmation message. Image: Confirmation message. you sure you want to delete this record?

4. Close the Julian Calendar screen.