

Feature Overview

Schedule Wizard

symplr is dedicated to improving the experience of everyone that uses our solutions, an endeavor that not only includes delivering the latest features, but also ensuring those features are easy to use. In this spirit, we've given scheduling in symplr Performance a fresh new wizard-based user interface that makes it smoother and easier to use than ever.

What is it exactly?

The new interface for creating schedules in symplr Performance now provides a more guided experience for users.

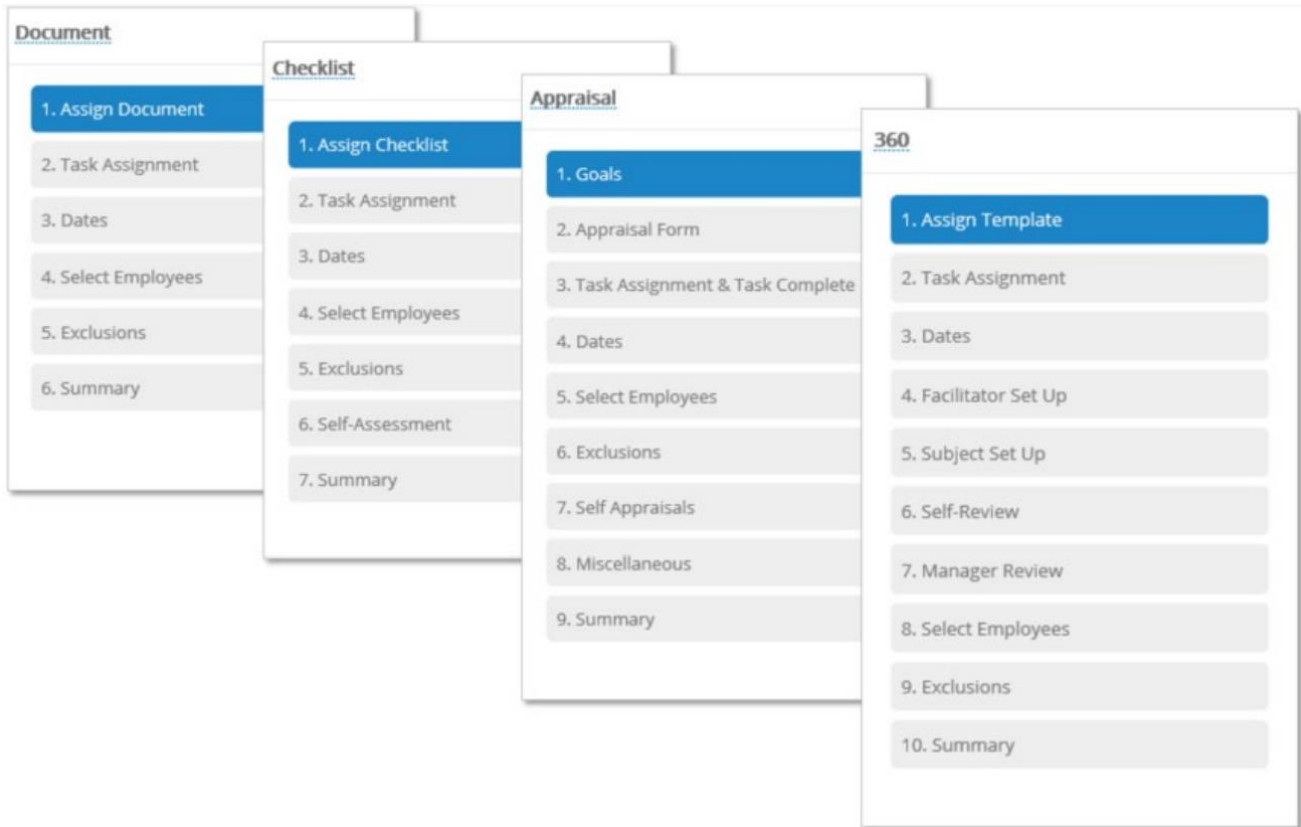
Instead of a single, long form containing numerous fields, the new wizard walks you through each step of the schedule creation process. Breaking the schedule down into these individual steps allows users to fully grasp the purpose of each bit of information collected, reducing the need for outside assistance when creating schedules.

Time spent on schedule creation is greatly reduced thanks to the question-and-answer approach to gathering necessary information that provides context to fields throughout the process.

How do I use it?

The new schedule wizard simply replaces the former long single-page form for creating new schedules, so there's no special steps needed to take advantage of the new creation process. Clicking **Add Schedule** from the main *Schedule* page under the **Admin** area opens a pop-up window asking you to name the new schedule (and an additional question or two depending on the type of schedule). The next step opens the actual wizard, which begins walking you through creating the new schedule.

The steps included in the wizard may differ slightly depending on the type of schedule being created. Regardless, the wizard takes you through the entire process to collect the necessary information.



Each step in the process contains a **Save & Exit** button that allows you to save your progress so you can finish the schedule at a later time. Opening a schedule in a Pending state from the main *Schedules* page opens the wizard to the next step that needs to be completed.