exacqVision Support Portal

Override a Holiday in Entrapass Web

Description

Holidays ignore proper access levels of all users and assigned unlock schedules of all doors.

You can override a holiday by scheduling an exception for a user or door.

Entrapass Web

1. Navigate to the Configuration menu and select Schedule



2. Select Site to schedule the exception.







3. Select desired Door Unlock Schedule, then click Edit to override.

ENTRAPASS												
web	DOCKVIEWS	OPERATION	CONFL	GURATION	HARDWA	ARE SETUP	TOOL	HELP				
Schedules								Add	🕽 Edit	🧳 Save A	6	Delete 🔘
Kansas Site 🚽									~			
Filter Q	Name											Extended
2nd shift												~
3rd level shift M-W 6:45PM-10:45PM	^d Interval	Sunday	Monday	Tuesday	Wednesda	Thursday	Friday	Saturday	Holiday 1	Holiday 2	Holiday 3	Holiday 4
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Always valid	22.00 - 07.00		Č.,	·	Ť.	·	7					1.00
Cleaners Hours Su-Th-12AM-7AM	22.00 - 25.00											
Night Shift Su-Th-12AM-7AM M												
Robert												
Tech Schedule 8-5 Mon-Fri												

4. Place a check mark in holiday to override.

Sched	ule	_															E
Clean	ers Hours	Su-Th-12	AM-7AM	Fri-10PM	-11PM											M	Extended
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5. The schedule will now be active during the holiday.

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