

Schedule “Edit Range” Overview

The Edit Range feature on the Schedule page allows users to make temporary schedule and/or pick order adjustments.

Users have two options: **Holiday** or **Pick Order % Adjustment**

If a user chooses to holiday a POS, the existing visits within that range will not appear on the driver’s schedule in Gimme Field and Gimme VMS will not send a pick order to Lightspeed. This feature is often used for POS located in schools and location closures due to a holiday.

If a user chooses to apply a pick order % adjustment, this will increase or decrease the pick order depending on the applied percentage above or below 100% (100% = no change in the pick order). This feature is often used for POS where there is an expected increase or decrease in staff/visitors.

Note: The software will only allow you to create a range when selecting more than one POS, you are not able to edit a range when selecting more than one POS.

Ex: I can apply a pick order adjustment of 50% for both POS 50 and POS 60 in one action. However, I realize that I needed to apply a 75% pick order adjustment for both POS 50 and POS 60. To apply these changes, I will need to edit the range individually for each POS. If I select both POS 50 and POS 50 to edit the range, I will not see the original applied range of 50%.