

## Assign delivery date to article



1. Click , the following window appears:

New Record

Delivery Date Id \*

Field required

Availability From

Availability To

CANCEL SAVE SAVE AND NEW

2. Select the delivery date you want,
3. Select the dates for “Availability From” and “Availability To” fields by clicking the calendar or the arrow next to each field and selecting the date,
4. Click **Save** to assign the date and close the window, or **Save and New** to assign it and open a new window. The delivery date is added to the list.