



## vPBX Quick Guides

### Time Groups: Automatic Floating Holiday Scheduling

#### Summary:

“Floating” Holiday ranges can be set in the vPBX to automatically adjust for the correct dates year after year. If set properly, no further changes would be necessary. Use the list below as reference for each “Floating” Holiday schedule.

#### Martin Luther King Jr Day

Time to start: - : -  
Time to finish: - : -  
Week Day start: Monday  
Week Day finish: Monday  
Month Day start: 15  
Month Day finish: 21  
Month start: January  
Month finish: January

#### Presidents Day

Time to start: - : -  
Time to finish: - : -  
Week Day start: Monday  
Week Day finish: Monday  
Month Day start: 15  
Month Day finish: 21  
Month start: February  
Month finish: February

#### Memorial Day

Time to start: - : -  
Time to finish: - : -  
Week Day start: Monday  
Week Day finish: Monday  
Month Day start: 25  
Month Day finish: 31  
Month start: May  
Month finish: May

#### Labor Day

Time to start: - : -  
Time to finish: - : -  
Week Day start: Monday  
Week Day finish: Monday  
Month Day start: 1  
Month Day finish: 7  
Month start: September  
Month finish: September

#### Columbus Day

Time to start: - : -  
Time to finish: - : -  
Week Day start: Monday  
Week Day finish: Monday  
Month Day start: 8  
Month Day finish: 14  
Month start: October  
Month finish: October

#### Election Day

Time to start: - : -  
Time to finish: - : -  
Week Day start: Tuesday  
Week Day finish: Tuesday  
Month Day start: 2  
Month Day finish: 8  
Month start: November  
Month finish: November

**Thanksgiving Day**

Time to start: - : -  
Time to finish: - : -  
Week Day start: Thursday  
Week Day finish: Thursday  
Month Day start: 22  
Month Day finish: 28  
Month start: November  
Month finish: November

**Friday after Thanksgiving Day**

Time to start: - : -  
Time to finish: - : -  
Week Day start: Friday  
Week Day finish: Friday  
Month Day start: 23  
Month Day finish: 29  
Month start: November  
Month finish: November

**Thanksgiving Thurs/Fri Weekend**

Time to start: - : -  
Time to finish: - : -  
Week Day start: Thursday  
Week Day finish: Friday  
Month Day start: 22  
Month Day finish: 29  
Month start: November  
Month finish: November