

# Exception day profiles

To control access rights in more detail, exceptions can be added to an access profile. Here, individual days of the year can be blocked for the access profile (e.g. company vacations). On these exception days, a user with the corresponding access profile cannot make any positive bookings on SmartAccess components. The exception days are summarized in an exception day profile. Several exception day profiles can be created.

This menu item displays all exception day profiles in a tabular view. In addition, existing profiles can be edited and new profiles created. Exception day profiles can be created by clicking on the "+". A new input screen appears in which the name of the profile and the exception days can be defined. Another way to create a profile is to import an ics file containing the exception days. The name of the file is also used as the profile name. It is also possible to export the exception day profiles to an ics file. To do this, click on the corresponding tab.