



**Critical**  
manufacturing  
an ASM PT company

# How to: Create a Calendar

11.0

March 2026

## DOCUMENT ACCESS

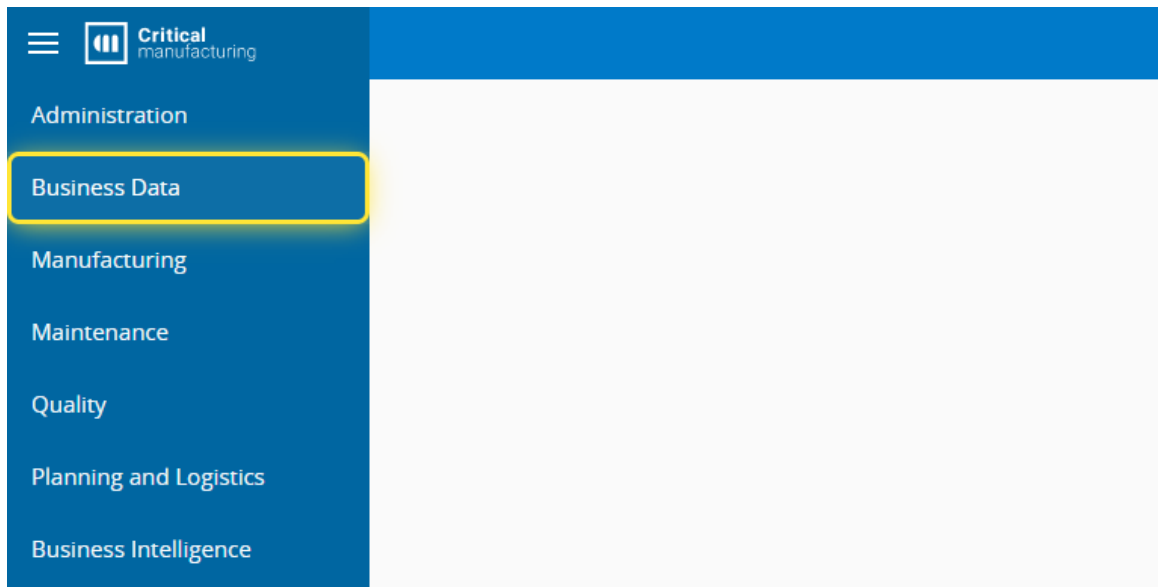
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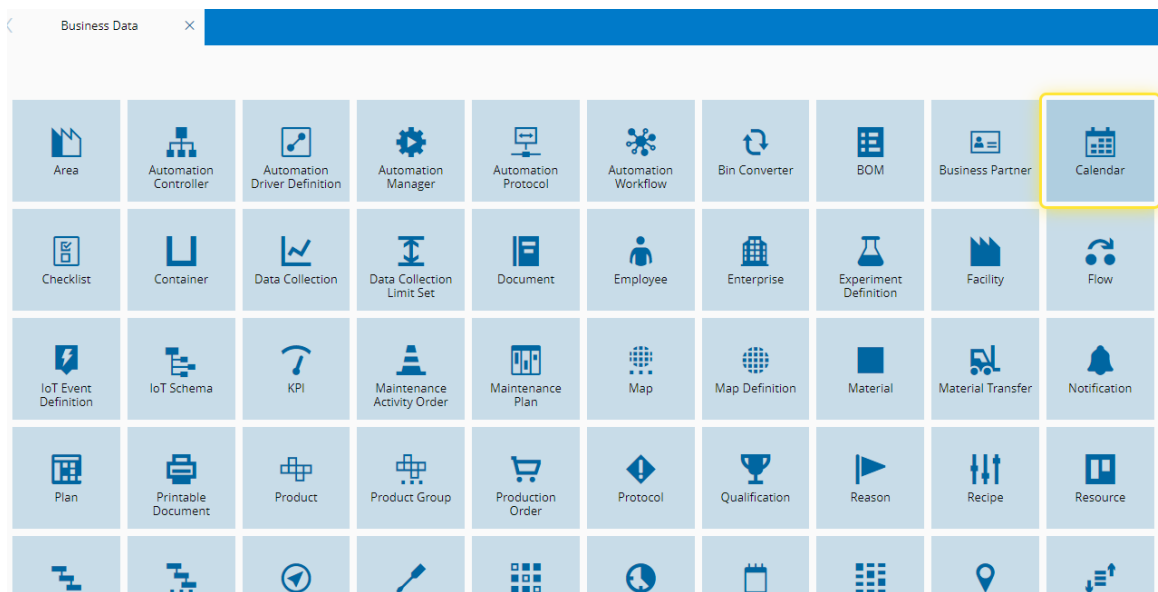
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# How to: Create a Calendar

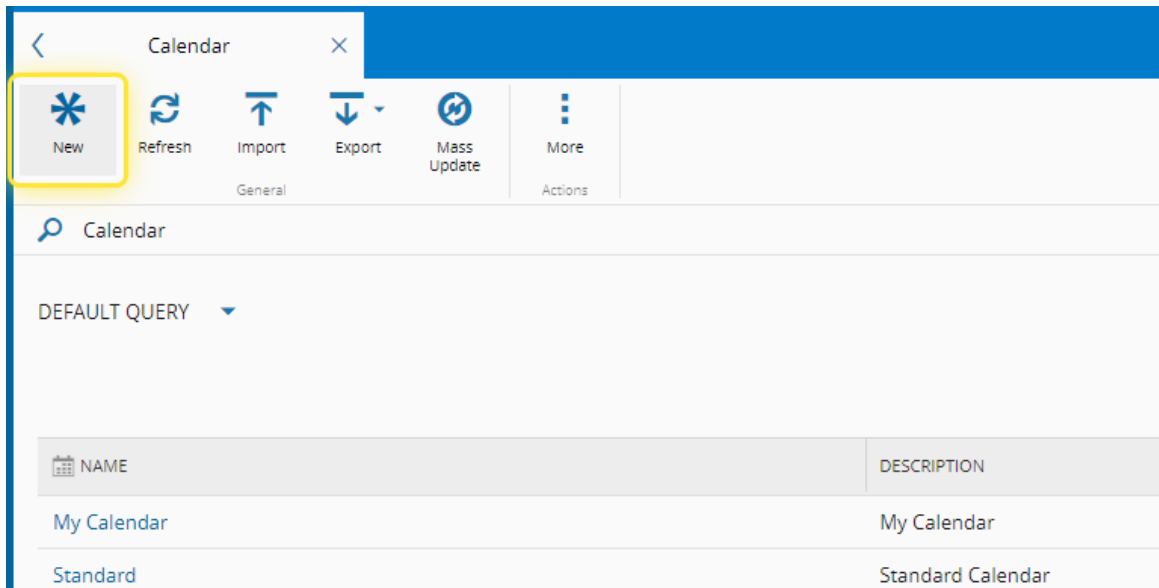
1. Go to the Business Data menu.



2. Select the Calendar entity.

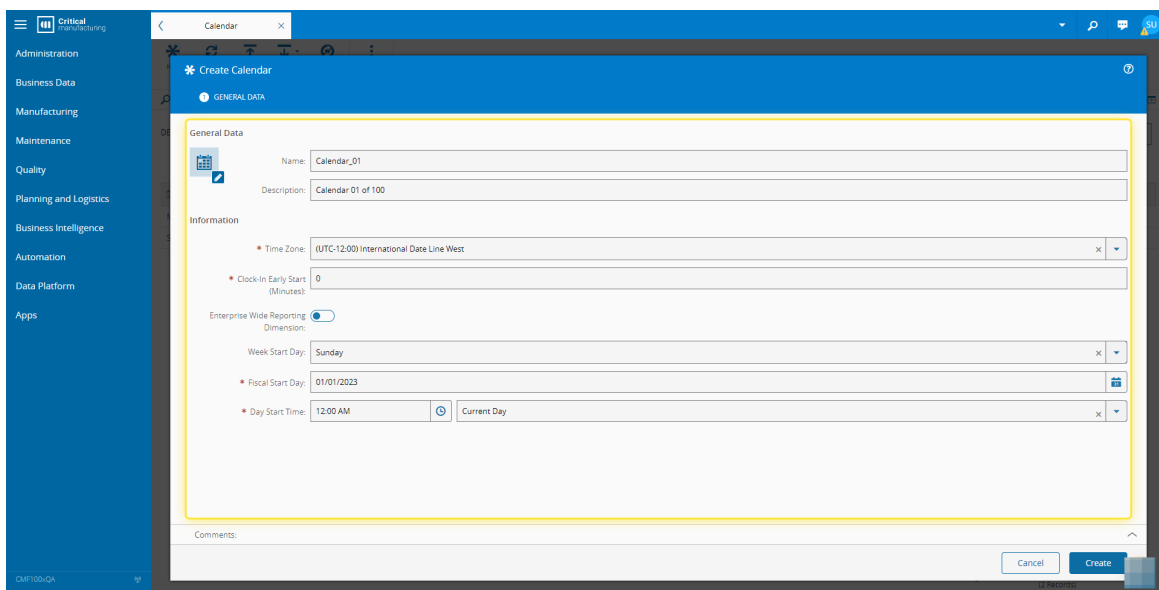


3. Select the New button.



4. Under the General Data tab, complete the necessary fields.

For more information, see [Create Calendar - Critical Manufacturing Documentation Portal](#)



5. Select the Create button.

The screenshot shows the 'Create Calendar' form in the Critical Manufacturing 11.0 application. The form is titled 'GENERAL DATA' and is divided into several sections:

- General Data:**
  - Name: Calendar\_01
  - Description: Calendar 01 of 100
- Information:**
  - Time Zone: (UTC-12:00) International Date Line West
  - Clock-In Early Start (Minutes): 0
  - Enterprise Wide Reporting Dimension:
  - Week Start Day: Sunday
  - Fiscal Start Day: 01/01/2023
  - Day Start Time: 12:00 AM
- Day Start Time:** A dropdown menu is set to 'Current Day'.
- Comments:** A text area for additional notes.
- Buttons:** 'Cancel' and 'Create' buttons are located at the bottom right. The 'Create' button is highlighted with a yellow box.



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