

How to: Generate Calendar Days

11.2

February 2026

DOCUMENT ACCESS

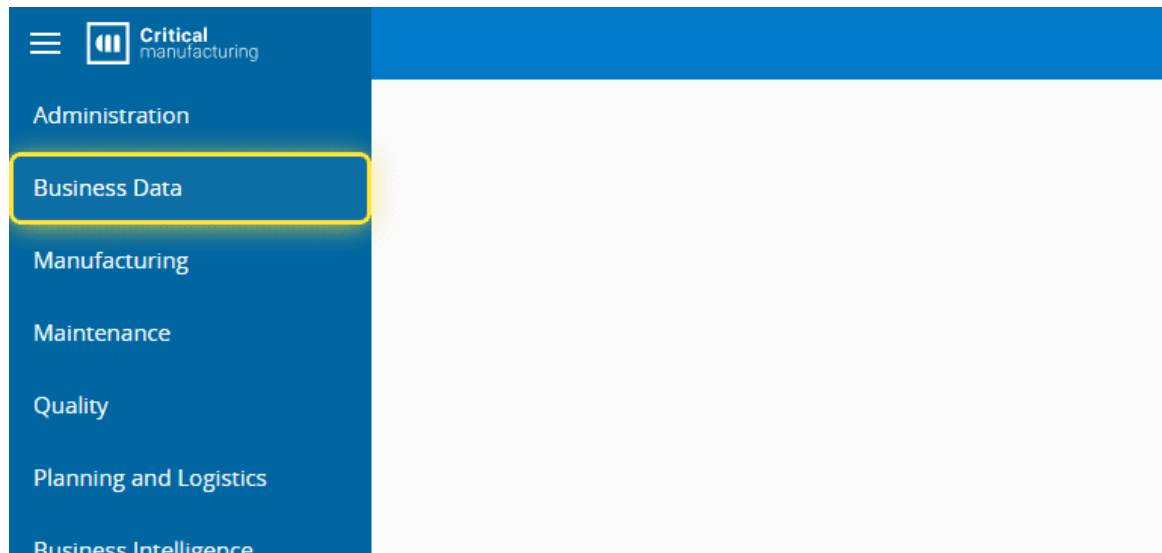
Public

DISCLAIMER

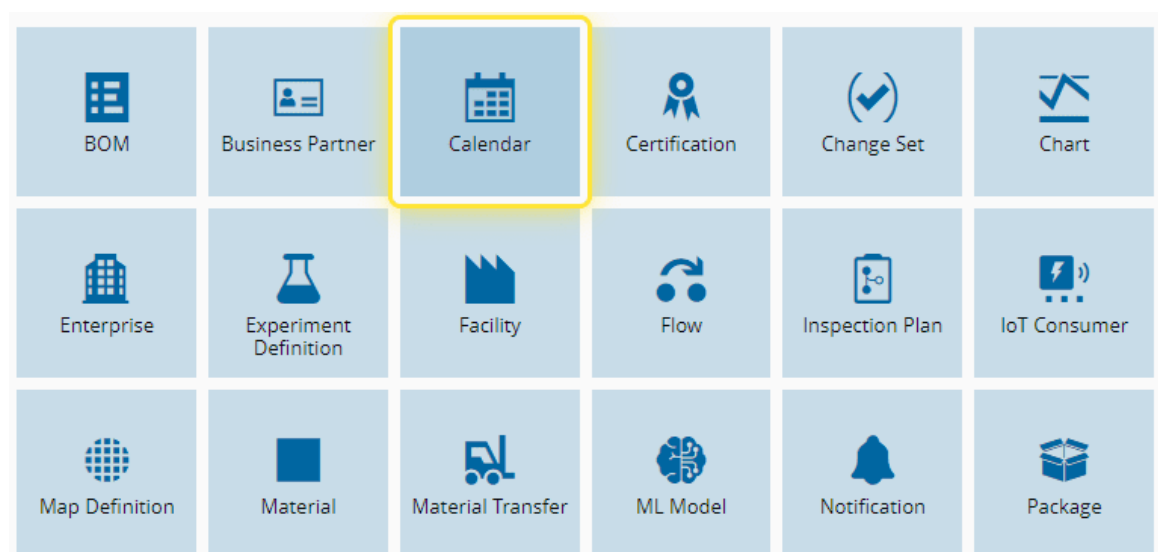
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How to: Generate Calendar Days

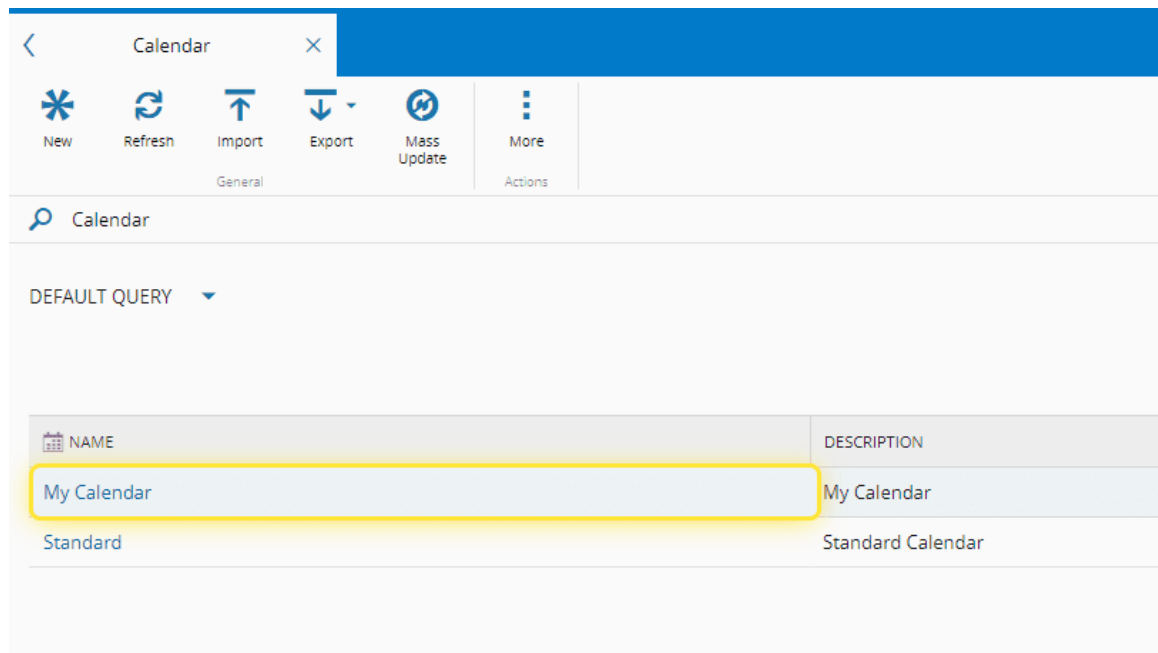
1. Go to the Business Data menu.



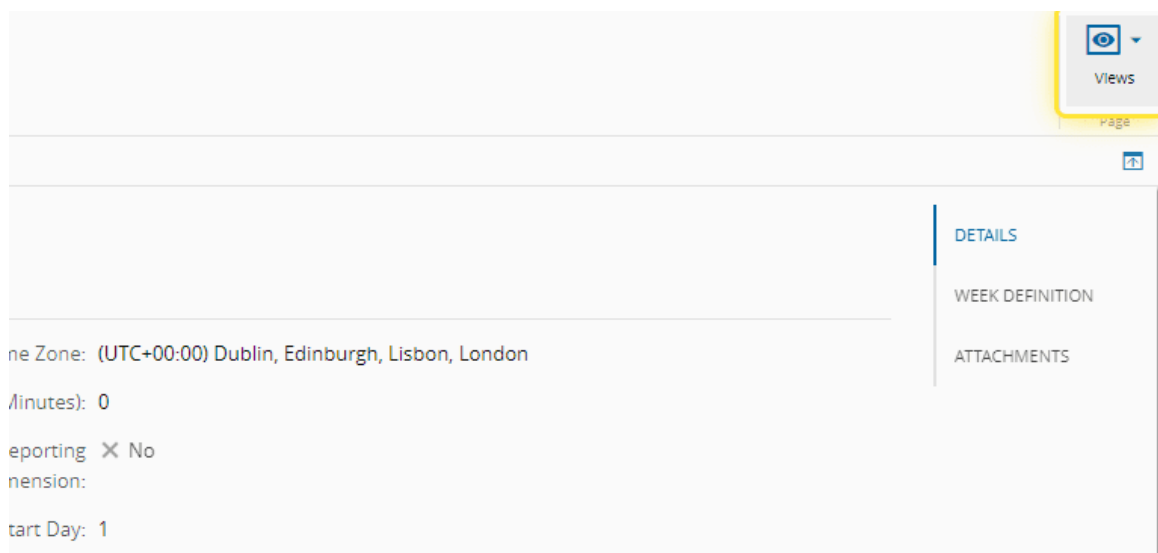
2. Select the Calendar entity.



3. Select the desired Calendar.



4. Select the Views button.



5. Select the Calendar Days option.

Details

Calendar Days

References

History

Time Zone: (UTC+00:00) Dublin, Edinburgh, Lisbon, London
(Minutes): 0
Reporting ☒ No
Dimension:
Start Day: 1
Start Month: January
Start Day: Monday

6. Select one day ore a desired period.

My Calendar

Refresh

More

General

Actions

My Calendar (Active)

2023

<

TODAY

>

Calendar

Calendar

Calendar

Calendar

21

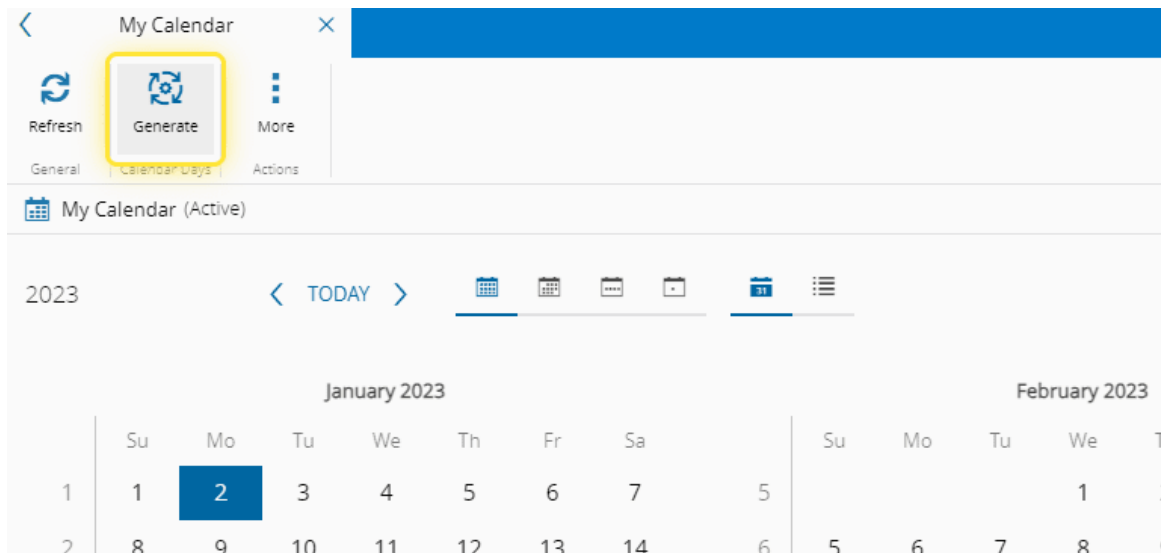
Calendar

January 2023

February 2023

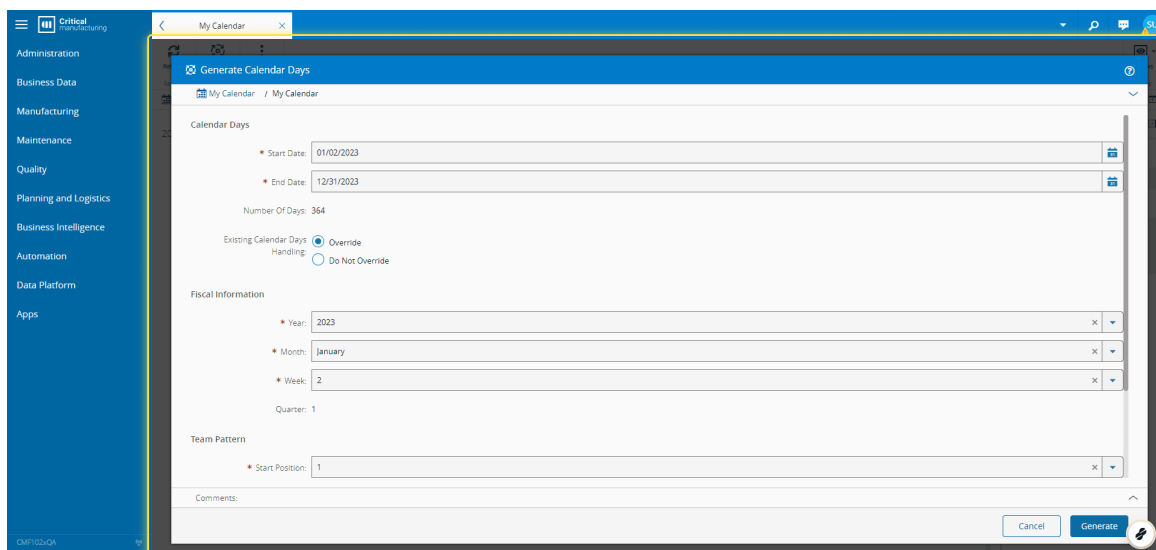
	Su	Mo	Tu	We	Th	Fr	Sa		Su	Mo	Tu	We	Th
1	1	2	3	4	5	6	7	5				1	2
2	8	9	10	11	12	13	14	6	5	6	7	8	9

7. Select the Generate button.

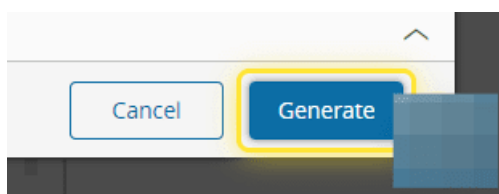


8. Under the Generate Calendar Days, complete the necessary fields.

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



9. Select the Generate button.



10. Verify the generated days.

Critical manufacturing

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Business Data
Manufacturing
Maintenance
Quality
Planning and Logistics
Business Intelligence
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Apps

My Calendar

Refresh
More
General
Actions

My Calendar (Active)

2023

TODAY

SHIFT DEFINITION: ALL

January 2023

February 2023

March 2023

April 2023

May 2023

June 2023

☐ Empty
☒ Non-Working Day
☒ Working Day

Week Details
INFO
Select a day
CAPTION



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