2nd Modification

**13-Month Calendar**

**Submitted: 11/16/2009 12:59:24 PM**

**Release: All**

**Category: Data Protection**

**Description:**

A 13 month calendar can be created through the use of a "Schedule Policy."

It's all simple math: as with a deck of playing cards (52 cards/4 suits/13 cards-per-suit), our year is 52 weeks. Dividing by 13 leave us with a 4-week interval. All you need to do is create a policy that runs every 4 weeks.

To create a “13-month” calendar, follow these steps:

From the Browser, select Policies/Schedule Policies, *right-click* Schedule Policies/New Schedule Policy.



Type a name and description for your policy. Click on <Add>:



Type a “Schedule Name,” select “Weekly” and the day of the week you wish to schedule, then select “Repeat Every 4 Weeks.” Then click <OK>



Click <OK>, and you’re done!

