

Assign delivery date to article



1. Click , the following window appears:

The screenshot shows a 'New Record' window with a blue header bar containing a close button (X). The main content area is white and contains three fields: 'Delivery Date Id *' with a red underline and 'Field required' text below it; 'Availability From' with a calendar icon and a dropdown arrow; and 'Availability To' with a calendar icon and a dropdown arrow. At the bottom of the window is a grey bar with three buttons: 'CANCEL' (dark grey), 'SAVE' (light grey), and 'SAVE AND NEW' (light grey).

2. Select the delivery date you want,
3. Select the dates for “Availability From” and “Availability To” fields by clicking the calendar or the arrow next to each field and selecting the date,
4. Click **Save** to assign the date and close the window, or **Save and New** to assign it and open a new window. The delivery date is added to the list.