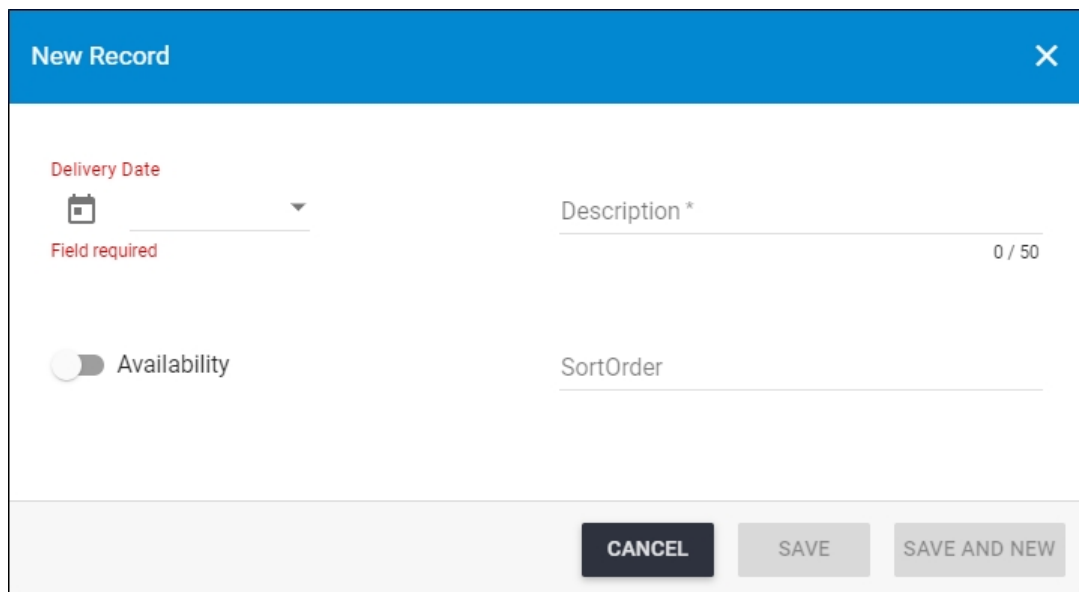


## Add delivery date

To add a delivery date, follow these steps:

1. Click , the following window appears:



The screenshot shows a 'New Record' window with a blue header and a close button (X) in the top right corner. The window contains the following fields and controls:

- Delivery Date:** A dropdown menu with a calendar icon and a downward arrow. Below it, the text 'Field required' is displayed in red.
- Description \*:** A text input field with a character count '0 / 50' on the right.
- Availability:** A toggle switch currently in the 'off' position.
- SortOrder:** A text input field.

At the bottom of the window, there are three buttons: 'CANCEL' (dark blue), 'SAVE' (light gray), and 'SAVE AND NEW' (light gray).

2. Select the delivery date by clicking the calendar or the arrow next to the field and selecting the date,
3. Enter the description for the delivery date, the value should be unique per catalog,
4. Click the slider button next to "Availability" to make articles with this delivery date available when placing orders,
5. Click **Save** to add the date and close the window, or **Save and New** to add it and open a new window. The delivery date is added to the list.