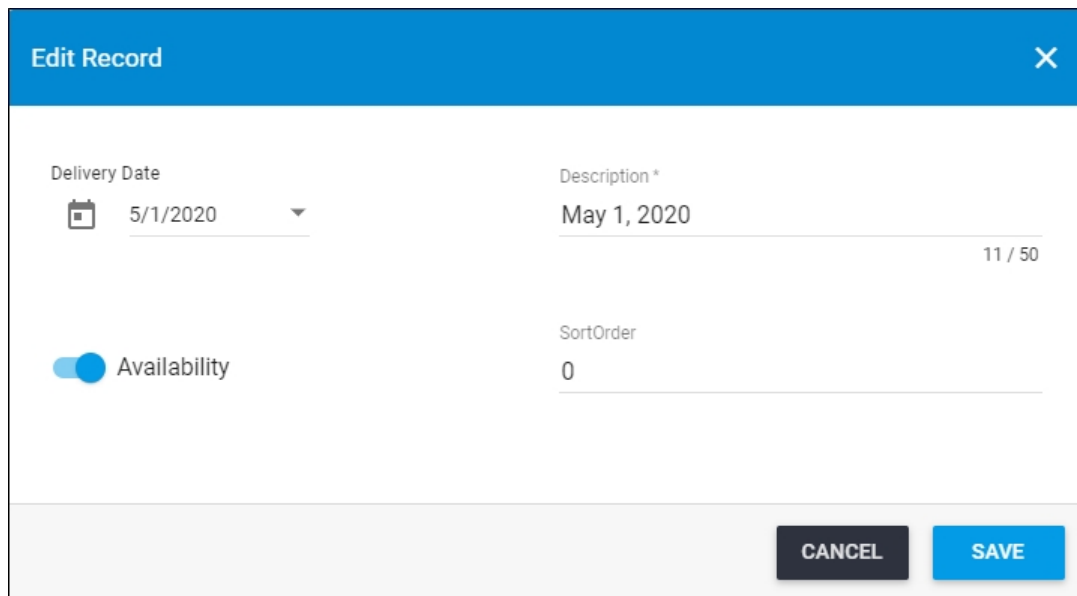


Edit delivery date

To edit a delivery date, follow these steps:

1. Select “Edit Record” from the Actions menu next to the date you want, the following window appears:



The screenshot shows a modal window titled "Edit Record" with a close button (X) in the top right corner. The window contains four fields:

- Delivery Date:** A date picker showing "5/1/2020" with a calendar icon and a dropdown arrow.
- Description *:** A text input field containing "May 1, 2020" and a character count "11 / 50" on the right.
- Availability:** A toggle switch that is currently turned on (blue).
- SortOrder:** A text input field containing the number "0".

At the bottom right of the window are two buttons: "CANCEL" (dark gray) and "SAVE" (blue).

If the Availability slider is deactivated, this date is not be available and placing orders against it will generate an error.

2. Make the changes you want to any of the displayed information,
3. Click **Save**.