

How to Create and Apply Schedule Objects

<https://campus.barracuda.com/doc/72516210/>

Create schedules to configure time restrictions on an hourly, weekly, or calendar-date basis that can be applied to access rules and application policies. Rules and policies that include a schedule are active only for the date and/or time span defined in the schedule. Schedules use the time of the firewall they are running on.

Create a Schedule

1. Go to **FIREWALL > Schedules**.
2. Click **Add Schedule** to create a new schedule. The **Add Schedule** window opens.
3. Enter a **Name** for the schedule.
4. Select **Terminate Existing Sessions** if open connections should be closed as soon as the time restriction applies.

Edit Schedule ?

Name:

Comment:

Terminate Existing Sessions: ☒ Yes ☐ No
Enable to terminate existing sessions when the timespan defined in the schedule expires.

5. To activate the schedule for specific day and time intervals:
 1. Select the **Recurring** check box.
 2. Select the days and enter the times for the schedule to be active.
 3. Click the plus sign (+) to add the time interval.

Recurring: ☒ Yes ☐ No

From (Day)	From (Time)	To (Day)	To (Time)	
Monday	09:00	"Same Day"	16:00	+
Monday	08:00	"Same Day"	16:59	-
Tuesday	08:00	"Same Day"	16:59	-
Wednesday	08:00	"Same Day"	16:59	-
Thursday	08:00	"Same Day"	16:59	-
Friday	08:00	"Same Day"	16:59	-
Saturday	08:00	"Same Day"	16:59	-
Sunday	08:00	"Same Day"	16:59	-

Select the start day and start time as well as the start time and end time.

A time schedule entry can cover up to one week, starting on Mon-00:00, and ending on Mo 00:00 of the next week. To enable the schedule for an interval crossing the Mo 00:00 threshold, split the entry. E.g., Fri-15:00 to Mo 00:00 and Mon-00:00 to

Tue-10:30.

6. To activate the schedule only in a specific date range:

1. Select the **One-Time** check box.
2. Specify the date range using the **From** and **To** fields.

One-Time:

☒ Yes ☐ No

From:

2015-05-08



13:00

Select a starting date and a starting time (24 hours format)

To:

2015-05-27





16:00

Select an end date and an end time (24 hours format)

7. Click **Save**.

The schedule is now displayed in the **SCHEDULES** list and can be used when creating access rules and application policies.

SCHEDULES				Help
Add Schedule				
Name	Comment	Description	Actions	
OfficeHours		Monday 08:00 to 16:59, Tuesday 08:00 to 16:59, Wednesday 08:00 to 16:59, Thursday 08:00 to 16:59, Friday 08:00 to 16:59, Saturday 08:00 to 16:59, Sunday 08:00 to 16:59	 	

Edit / Delete a Schedule

To edit a schedule, click the edit symbol next to the entry. In the **Edit Schedule** window, edit the settings for the object, and click **Save**. To delete a schedule, click the trash can icon next to the entry and click **OK**.

Apply the Schedule to an Access Rule or Application Policy

To apply the schedule to an access rule:

1. Go to **FIREWALL > Firewall Rules**.
2. Create a new access rule or edit the rule you want to apply the schedule to.
3. In the **Add / Edit Access Rule** window, click the **Advanced** tab.
4. Select the schedule from the **Apply only during this time** drop-down list.
5. Finish editing the rule and click **Save**.

To apply the schedule to an application policy:

1. Go to **FIREWALL > Application Policy**.
2. Create a new policy or edit the rule you want to apply the schedule to.
3. In the **Add / Edit Policy Rule** window, click the **Advanced** tab.
4. Select the schedule from the **Time** drop-down list.
5. Finish editing the application policy and click **Save**.

Figures

1. sched_68_01.png
2. sched_68_02.png
3. sched_68_03.png
4. sched_68_04.png

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