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## Extending the Duration of Ad Hoc Maintenance Schedules

<https://campus.barracuda.com/doc/90442917/>

Unlike other kinds of maintenance schedules, which cannot be edited while they are running, you can extend the duration of an ad hoc maintenance schedule while it is in progress.

If the green **Extend Maintenance Schedule** icon is not available in the **Actions** column of the **Maintenance Schedule** table of a site or device that has a running maintenance schedule, the maintenance schedule that is in progress is set to run until it is manually terminated.

The minimum you can extend duration for is .5 hour. In the **Hours** box, any fraction of an hour less than .5 hour is rounded up to .5 hour. Over .5 hour, numbers are rounded to one decimal place.

### Extending the Duration of an Ad Hoc Maintenance Schedule on a Site

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If you have extended the duration of a maintenance schedule on a device in the site, extending the duration of the maintenance schedule on the site does not apply to that device.

1. In Service Center, click **Dashboards > Central Dashboard**.
2. Click the name of a site.
3. In the **Actions** column of the maintenance schedule table, click the green icon for the schedule you want to extend.
4. In the **Hours** box, type a number or use the up and down arrow buttons to raise or lower the duration in half hour increments.
5. Click **OK**.

### Extending the Duration of an Ad Hoc Maintenance Schedule on a Device

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If a device has an ad hoc maintenance schedule applied to it, or a device is part of a site that has an ad hoc maintenance schedule applied to it, you can extend the duration of the maintenance on that device. If you extend the duration of the schedule on the device, the device is treated as if it has an individual schedule; extending the duration of the schedule on the device does not extend the schedule on the site and extending the duration of the schedule on the site does not affect the schedule on the device.

For example, if you apply a one hour long ad hoc maintenance schedule to a site called "Innovation Drive," and then extend the ad hoc maintenance on a computer called "Innovation Drive Mac 12" for one hour, the ad hoc maintenance schedule on Innovation Drive is still only one hour.

However, Innovation Drive Mac 12 has alerts suppressed for one hour longer than the Innovation Drive site.

Alternatively, if you extend the duration of the ad hoc maintenance schedule on the Innovation Drive site for two hours, Innovation Drive Mac 12's maintenance schedule is not extended.

1. In Service Center, click **Dashboards > Central Dashboard**.
2. Click the name of a site.
3. In the **Summary** area, click **Devices**.
4. Click a device name.
5. In the **Actions** column of the maintenance schedule table, click the green icon for the schedule you want to extend.
6. In the **Hours** check box, type a number or use the up and down arrow buttons to raise or lower the duration in half hour increments.
7. Click **OK**.

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