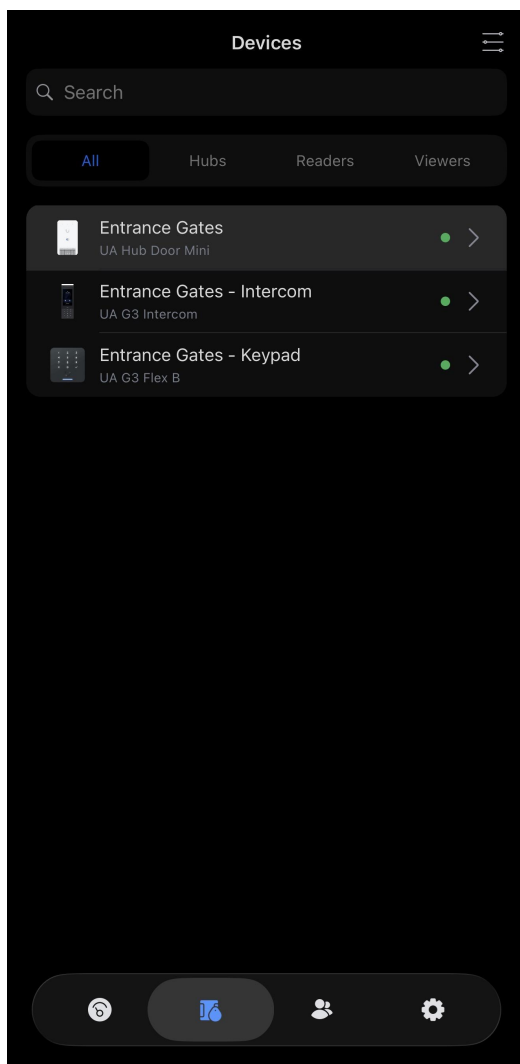


Scheduling a Door to Auto Open

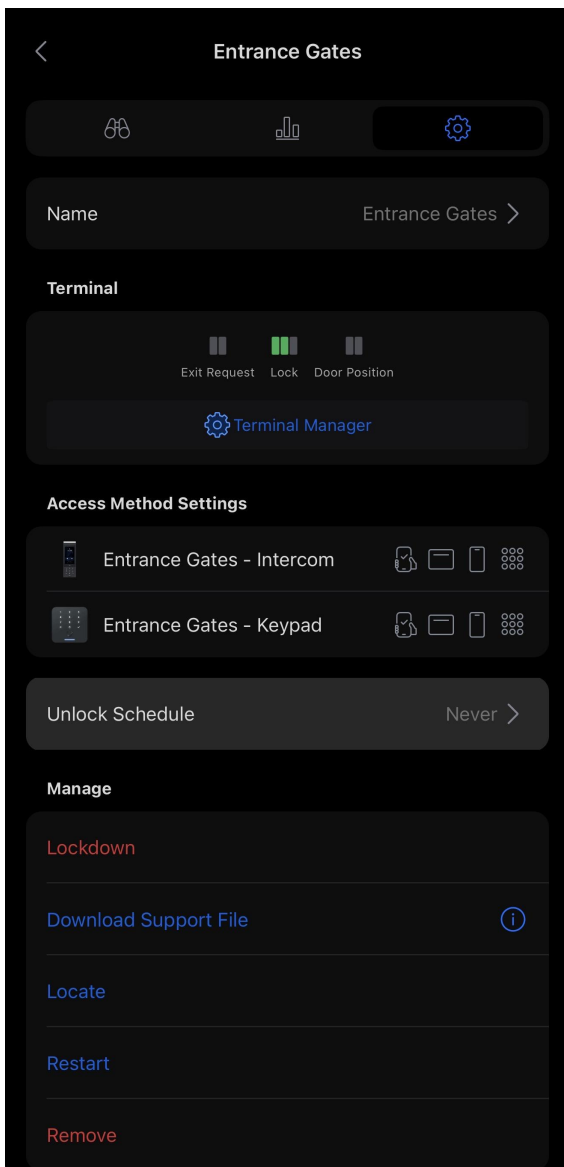
In some circumstances you may want the **gates to open and close automatically in the morning or evening**, for example during **events or scheduled access times**. This can be achieved using the built-in **Scheduler/Policies**.

If you go to the **Devices tab** at the bottom of the page (second from the left).

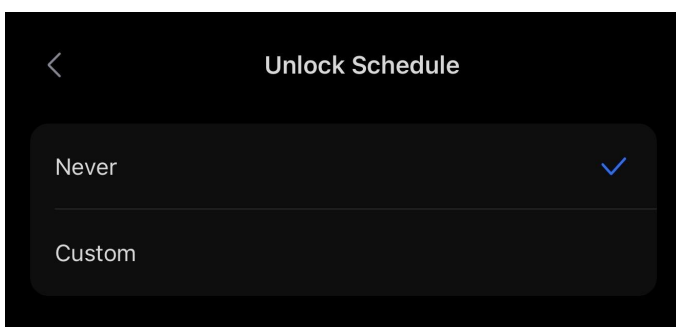


Then select the **Door/Gate Hub** that is responsible for the gate or door you want to control.

If you then proceed to the **cog icon in the top-right corner**, you will be presented with a **more technical configuration view** of the system. From here, we are only interested in the **“Unlock Schedule”** option. Select this.



You will then want to select **“Custom”** to allow you to view and edit the **scheduler**.



You will see a **grid-based schedule** that is fully editable. By clicking on empty sections of the timeline you can **add periods of unlock**, or if you wish to remove a section you can click on it and select **Delete**.

(**Green** indicates unlocked, **Grey** indicates locked/closed.)

