

Blackout dates not working

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Are your Blackout dates not working? You are most likely using the blackout dates incorrectly. Here is the blurb in the [installation guide](#) about blackout dates and how they are used.

Task 3-7(a) Step 8 reads:

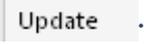
8. Open the **Court Blackout Dates** utility form:

*Note: blackout dates are dates that are exceptions to the schedule such as holidays when the court is closed. Weekends and other dates that are regularly unscheduled are **not** blackout dates. Blackout dates are created prior to creating the appointments. If you attempt to create an appointment that falls on a blackout date, it will not be inserted into the schedule at the time the appointments are generated.*

You will need to delete the individual dates that should not be in the court appointment list.

1. Open TraCS 10.
2. Go to  ribbon.
3. Choose **Violations**.



4. Choose .
5. Choose .
6. The utility form will open.
7. Choose .
8. Put in the dates you need to delete (don't do more than 10).
9. When complete click **Validate**.



10. Complete [Task 5-3](#) to update the mobile computers (Office computers are already up to date).

More TraCS FAQs Here:

<http://wisconsindot.gov/Pages/safety/enforcement/agencies/tracs/faqs.aspx>

glp 3/28/2014

bjn 04/18/2016