

## The Calendar View

When the Forecast module is selected you will be presented with the view displayed below. The Month, Year and Campaign can be selected. This will default to the current month and last selected Campaign if it has been used before.

Weeks are colour coded as below –

Red – No forecast exists

Orange – A forecast exists, no schedule has been created

Yellow – A forecast exists, a schedule has been created.

Green – A forecast exists, a schedule has been created and published.

Clicking on any weeks where a forecast has been created will result in the active forecast being loaded on screen.

Clicking on weeks where a forecast does not exist will result in the forecast wizard loading.