Service Exceptions

Control Panel > My Workspace > Schedulers > Schedulers Tab > Edit Scheduler > Resources tab > Edit Resource > Services Tab

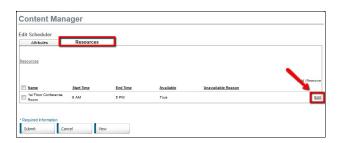
Adding a Service Exception:

Service Tenant Exceptions can be used to define a service price for a specific tenant company that is different than the default price.

- 1. Go to Control Panel > My Workspace > Schedulers.
- 2. Click on the Schedulers tab.
- 3. Click on **Edit** for the desired scheduler for which the service exception needs to be added.



- 4. Click on the Resources tab.
- 5. Click on **Edit** for the desired resource for which the service exception needs to be added.



- 6. Click on the Services tab.
- 7. Click Add next to the Service Tenant Exceptions heading



8. Select **Tenant**, **Service Group**, and **Service** from the drop-down menus and input the desired rate. Then click **Submit**.