# Did you know...?

You can customize the list of dayparts in the Affiliate System Daypart Summary report, and save one or more custom lists of dayparts for use in future reports. To make a quick change, select the Daypart Summary Options tab and click on "Use standard dayparts" or "Use standard hours." For more detailed customization of dayparts, click on the "Edit dayparts" button to open up the 'Edit Daypart List' dialog *(see below)*.
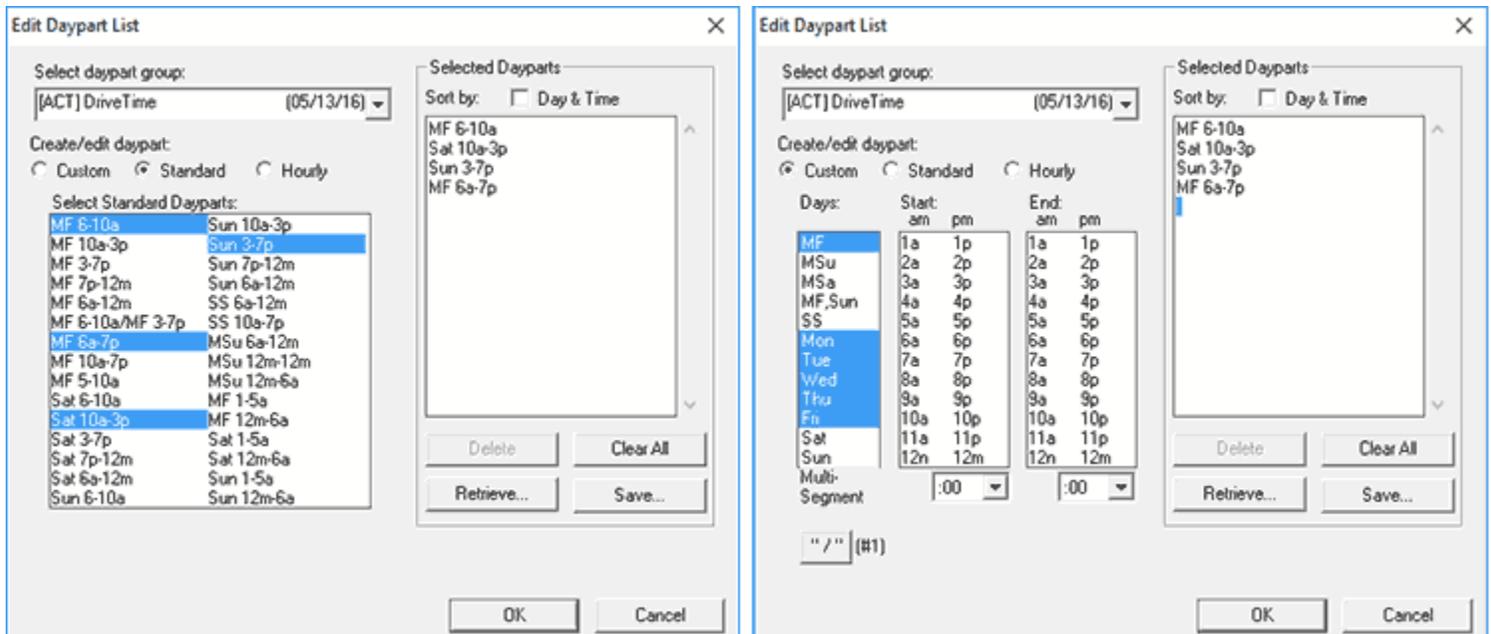
To create a new custom daypart group on the Standard dialog screen *(see above, left example)*, click on "Clear All" (in the lower right), select the "Standard" radio button, and then click on the dayparts you want.

Alternatively, you can select the "Custom" or "Hourly" radio buttons to build dayparts. To create dayparts using the "Custom" radio button *(see above, right example)*, select the day (MF, Tues, SS, etc.), the start time (1a, 10:30a, 3:15p, etc.), the end time, and whether you want to combine any dayparts (using the "/" button).

Note that you can also type directly into the Selected Dayparts box to modify spacing and daypart selections.

Once you have configured the daypart group to your liking, you can save it by clicking the "Save" button in the lower right. You can save it just for yourself or choose to make it site global (i.e., available to all users).

If you already have stored daypart groups, you can select one from the upper left menu or click on the "Retrieve" button to open the 'Retrieve Daypart Input' dialog.

You can also edit an existing stored daypart group by selecting that group, modifying the dayparts, and saving the group with a new name.