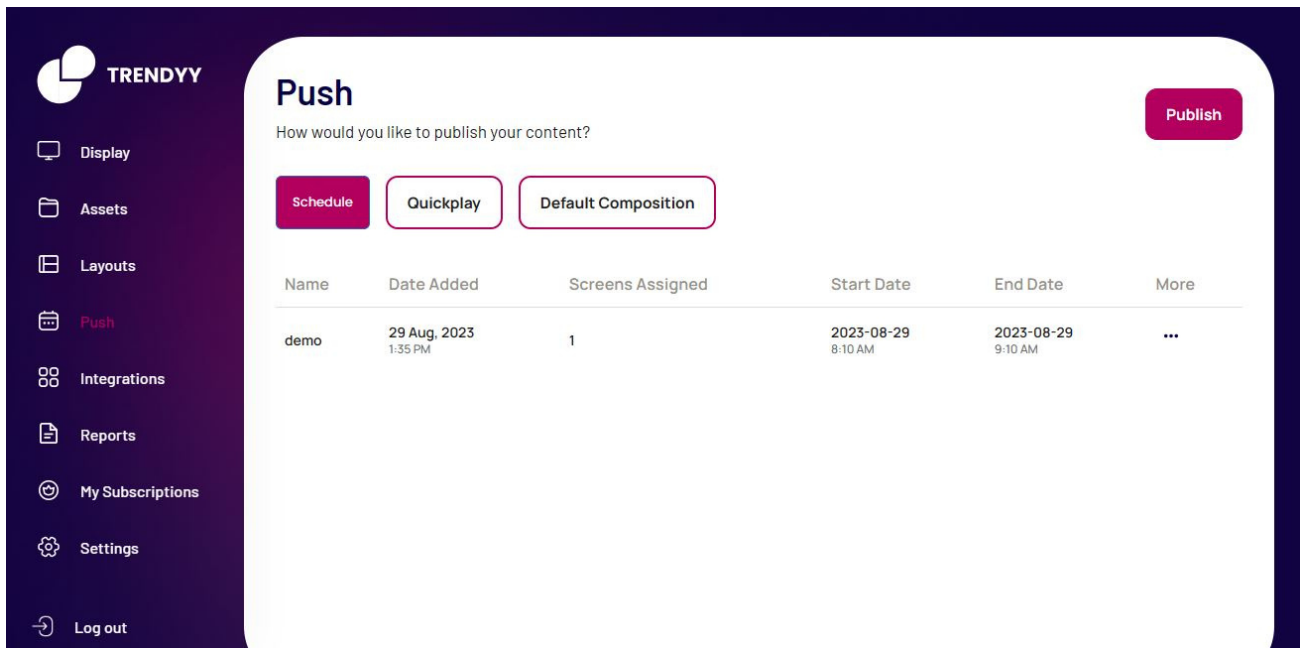
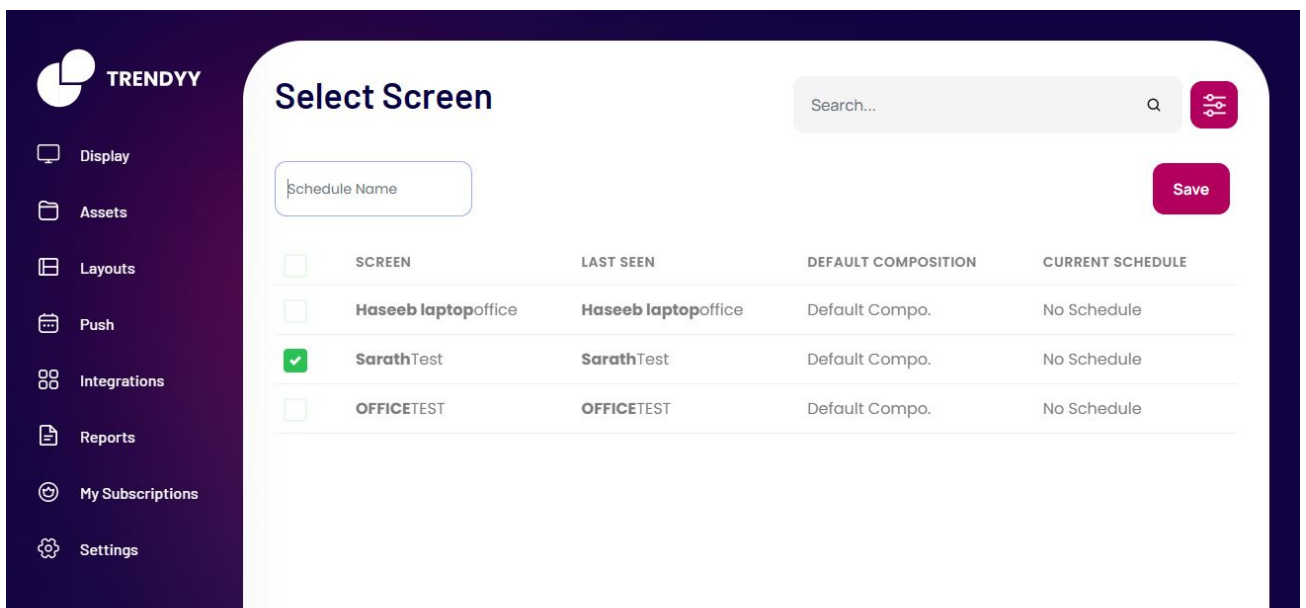


# Create Schedule

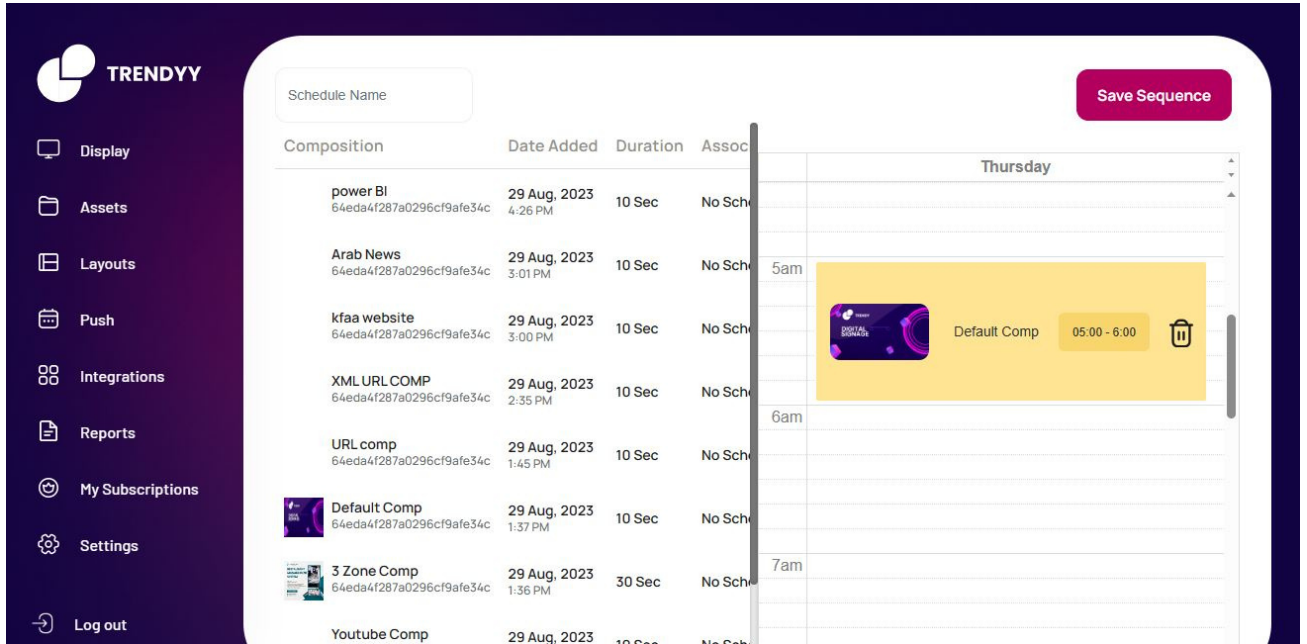
1. Go to [portal.trendysignage.com](https://portal.trendysignage.com) log in to your registered account to access the trendy dashboard.



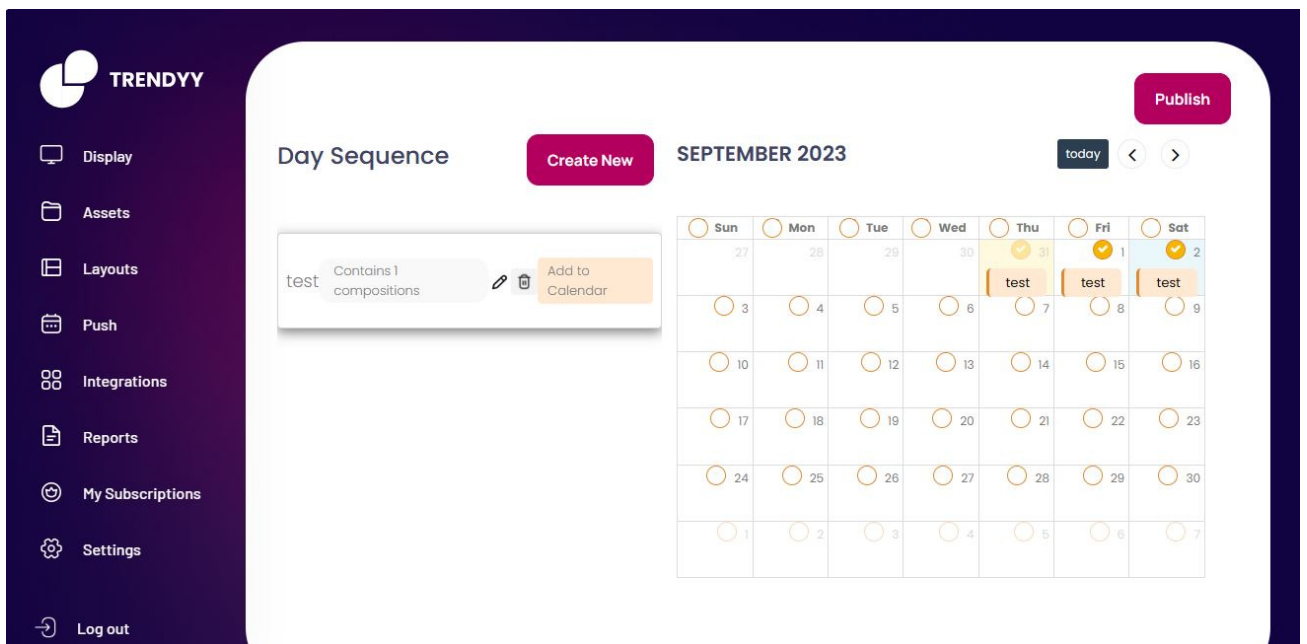
2. To create a schedule, choose a **schedule** from the **push menu** on the left, then click the "**publish**" button.



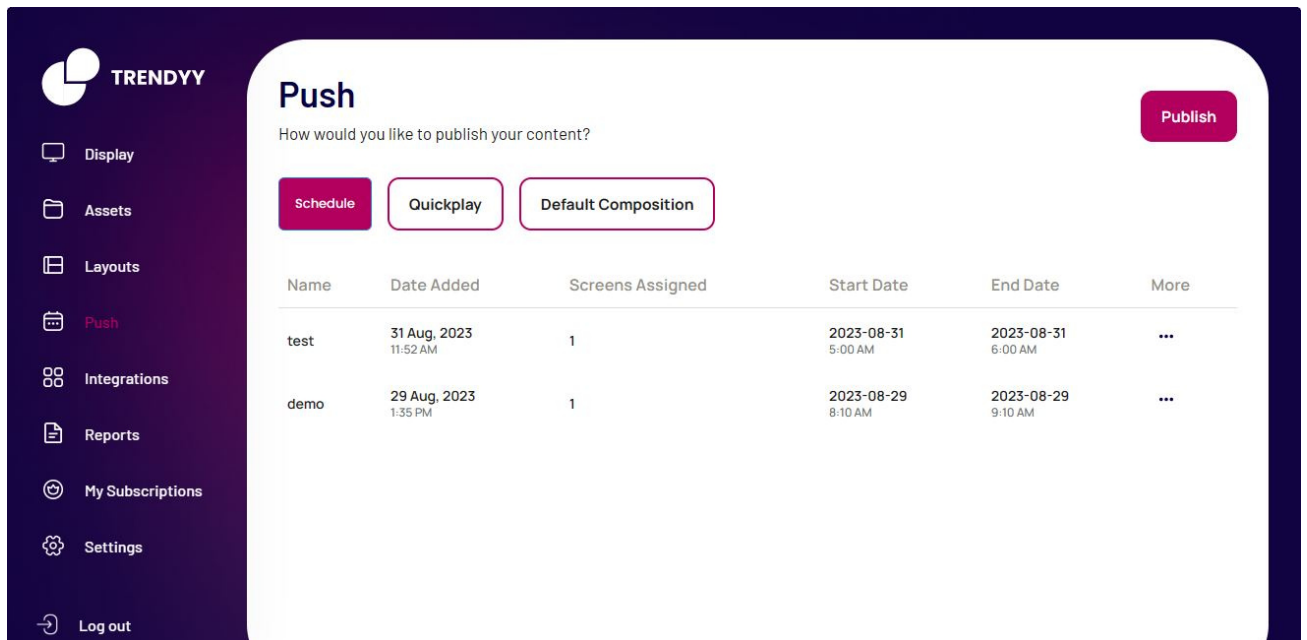
3. Name the **schedule**, pick the desired screen, and press the **save button**.



4. Once you've chosen the composition you want to drag into the left-hand side, given the schedule name, selected the desired time, and clicked the **save sequence** button.



5. After selecting the desired dates or days, press the "**publish**" button on the left.



The screenshot shows the TRENDYY 'Push' interface. On the left is a dark purple sidebar with navigation options: Display, Assets, Layouts, Push (highlighted in red), Integrations, Reports, My Subscriptions, Settings, and Log out. The main content area is white and titled 'Push'. Below the title is the question 'How would you like to publish your content?' and a 'Publish' button. Three buttons are visible: 'Schedule' (highlighted in red), 'Quickplay', and 'Default Composition'. Below these buttons is a table with the following data:

Name	Date Added	Screens Assigned	Start Date	End Date	More
test	31 Aug, 2023 11:52 AM	1	2023-08-31 5:00 AM	2023-08-31 6:00 AM	...
demo	29 Aug, 2023 1:35 PM	1	2023-08-29 8:10 AM	2023-08-29 9:10 AM	...

6. You may now see the schedule that you made.