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## how can I change time remember: 15 minutes

Posted by calenderuser - 2013/07/06 07:00

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hi folks. i'm a new user (my english may be not so perfect... so sorry...) and i'd like to know, if i can cofigure/set the standart "remember time" from 15 minutes (this is default value in the program!!!) to "0" minutes. is this possible? how and where can i set this change?

i don't want to change the value on each appointment manually from 15 minutes to 0 minutes.

thanks for reply

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## Re: how can I change time remember: 15 minutes

Posted by Jorge\_Luis - 2013/07/06 08:55

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Welcome to the forum, calenderuser.

You can create a template:

- New event
- Set the alarm to 0 minutes
- Template menu -> Save template as...

Now, everytime you need this settings, click on template menu and select your template.

If you want it for every new event

- Template menu -> Select default template
- Select your template

Now, every new event will have your settings as default values.

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## Re: how can I change time remember: 15 minutes

Posted by calenderuser - 2013/07/06 17:25

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hi Jorge\_Luis. thank you very much for your help/tutorial. i didn't know this function before. :cheer:

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