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## Time Change for Spring Forward

In April we lose an hour. This is the 23-hour day. This time change is easier to manage than the fall back and a 25-hour day.

For the movement forward, you will require one less hour of programming in your log. In your Music Scheduler, for this day only (Sunday), do not program the 2:00AM hour of inventory. Make this hour the one in which you reset the On Air Machine's time. If you do not wish to use the Music Scheduler, use the iMediaTouch Log Tools, to add remove the 2AM inventory. You may want to remove any of the Syncs that you have for the 2AM and 3 AM hours if you are not familiar with how they work.

There are many ways to go about organizing the time change. Remember these things:

- You must drop an hour of programming.
- If you are running Windows the time will change automatically at 2:00 AM. The time will go from 1:59:59 to 3am.

One final note: The traffic and music schedulers you are using have ways of dealing with the time change. Make sure to find out from your vendors how their software deals with the missing hour.

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