

Deleting Your Availability for a Single Day

1. To delete your availability for a single day, simply click on the small “x” in the right corner of the box on the desired day. If the availability is part of a series, a small box will appear asking you to confirm the delete. The options it will provide are: “Delete This”, “Delete Series”, and “Cancel.”
Click on “Delete This” to delete the available slots for only that day.

