

# Creating Maintenance Windows

Maintenance windows can be used to avoid planned outages generating unwanted alerts. To create a maintenance window, follow these steps:

1. Click the Services tab.
2. Click Add Maintenance Profile on the left menu.
3. Enter the name and the definition of the time you want to set for the maintenance period.

The maintenance period window definition is flexible and can consist of multiple lines. For example:

- Every Mon-Fri 9AM-5PM
- Every month on the first Sat 9AM-12PM
- Exclude Every Dec 25
- Exclude Jul 13, 2011
- Exclude Every month on the 1st 9AM-12PM

For more help on Time Formats and Maintenance Windows, please review [Using Service Monitors](#) or click the Help on Time Formats link on the Add Monitoring Period page.