

Search Time

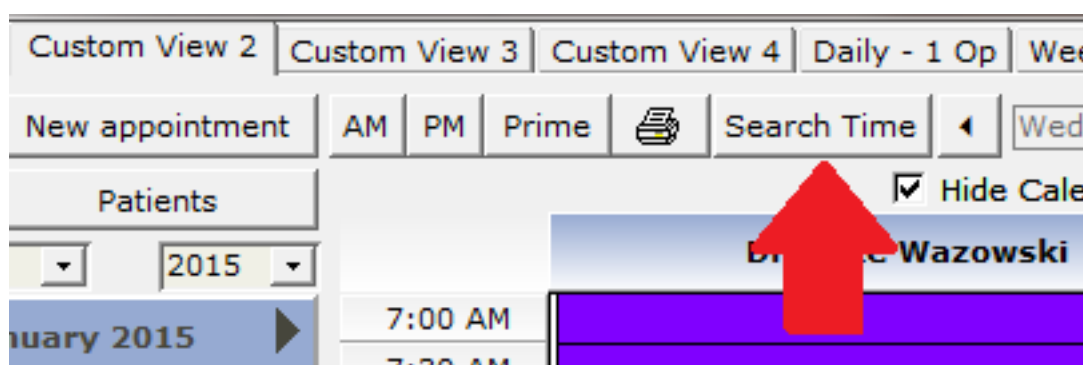
243 [TDO KB](#) February 25, 2026 [Calendar](#) 5.92K

Overview

The TDO calendar offers a **Search Time** function. This can be helpful if you are looking for a specific time slot for an appointment.

Detailed Instructions

To perform a search, click the **Search Time** button on the top of the calendar.



Enter your search criteria by selecting the length of the open slot you require, the times to search, days of the week as well as operators. Once all items are filled in, click the **Search** button.

A screenshot of the 'Search' dialog box. The 'Search for:' section has a 'Time Block' dropdown set to '1.5 hours' and buttons for 'Backward', 'Forward', and 'Search'. The 'Search in:' section has a 'Time interval' section with 'Start time' (08:00 AM) and 'Finish time' (05:00 PM) dropdowns, and 'Morning' and 'Afternoon' buttons. There are checkboxes for 'All days' and 'All Ops' (checked). A 'Days' list shows 'Monday', 'Tuesday', 'Wednesday', and 'Thursday' checked. An 'Operators:' list shows 'Dr. Mike Wazowski', 'Dr. James P Sullivan', 'Dr. Gregory Housh', 'Dr. Blue Fairy', 'Dr. Captain Hook', 'Dr. Cheshire Cat', 'Dr. Leonard McCann', 'Dr. Who', and 'Dr. Abby Cadabby'. The 'Search result:' section is empty.

The bottom of the form (underneath **Search result:**) will show open slots that meet the search criteria. Pick one that meets the patient's needs and then click the **New Appointment** button. This will open the

new appointment form with the date, times and Op already filled in.

Online URL: <https://kb.tdo4endo.com/article.php?id=243>