Daylight Saving Time Guidelines

Beginning Daylight Saving Time (23 Hour Log)

Each spring, when we move clocks ahead one hour, simply make sure there are no paid spots in the 2am hour, during log editing, place them into other hours. The start of Daylight Saving Time makes 2am become 3am, so the 2am hour is skipped. Remove the 2am hour from the printed log. You will end up broadcasting from 1:59:59am and jump immediately to 3:00:00am.

> 📝 **NOTE** - If you use a broadcast automation system, be sure to check with that system's vendor for information on how it will handle the time change. The DeltaFlex traffic system WILL transfer the 2am hour to the automation system. In most cases, the fact that there will be no commercials in the 2am hour will let the automation system pass right on through to the 3am hour. However, there could be other non-spot items like programs, liners, or other events scheduled within the automation system's 2am hour which may need to be removed by your operators. Some automation systems have an automatic routine for removing or skipping the hour. Be sure to check with the vendor of your specific automation system.

Ending Daylight Saving Time (25 Hour Log)

In the fall, when we "fall back" one hour, stations typically repeat the 1am hour. The end of Daylight Saving Time makes 2am become 1am, so the 1am hour is repeated. For the printed log, simply make a copy of the 1am hour. Cross out any spots that you do not want to air again, or simply let them air again as bonus spots. After the log is printed, you can manually add the extra spot times into DeltaFlex if you want to show these spots on an invoice. Just be sure they are attached to a "no charge" contract line, unless you really want these extra spots to produce added billing.

> 📝 **NOTE** - If you use a broadcast automation system, be sure to check with that system's vendor for information on how it will handle the time change. DeltaFlex will only transfer ONE 1am hour to the automation system. In most cases, the operator will need to manually duplicate the spots, programs and other events to create the extra hour. Some automation systems do have an automatic routine for adding the extra hour. Be sure to check with the vendor of your specific automation system.