

# Event Schedules

## How to consult, create or download a draft PDF on the FEI Online Schedule platform?

You would like to consult, create or download a draft PDF of the schedule?

You do not know what is the difference between consult, create or download a draft PDF on the FEI Online Schedule Platform?

**Step 1:** Connect to the FEI Online Schedule Platform (<https://schedules.fei.org>) with your FEI credentials.

**Step 2:** On your **Dashboard** click on **Details** to open the schedule of your Event.

**Step 3:** If you click on **Consult draft PDF**, you will be able to consult the PDF of the relevant version directly on the FEI Online Schedule platform. On the example below, you will consult the draft PDF version 0.9.

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**Step 4:** If you click on **Download draft PDF**, the draft PDF version 0.9 will be downloaded on your computer in a PDF format and you will be able to save it in your files.

**Step 5a:** If you click on **Create draft PDF**, a new version of the draft PDF will be created. For example, if you have done modifications on the schedule, you can create a new draft PDF to see how the schedule will look like and your modifications will be added.

**Step 5b:** A pop-up window will open. Click on **Confirm** to create a new version of the draft PDF.

Click on **Cancel** if you do not want to create a new draft PDF.

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**Step 5c:** The new version of the draft PDF has been created so you will see the version of the draft PDF has changed and is now V0.10 instead of V0.9. You can **consult** the new version of the draft PDF or **download** it.

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