Add an exceptional working day

Posted on November 12, 2026 by Smaheine

An **exceptional working day** allows you to make a normally non-working day a working day.

This feature can for example be used to make up for a delay by working on a Saturday or Sunday.

Add an exceptional working day

1. Open your Project.
2. Click on **Planning**.
3. Open the **Disruptions & Exceptions** tab.
4. Click on **+**.
5. Select **Add an exceptional working day**.
6. Enter the **title**.
7. Add the affected Tasks.
8. Select the day to make a working day.
9. Enable **Automatically adjust the End date of Tasks** if you want to recalculate dates.

Select the affected Tasks

In **Affected Tasks**, add the Tasks that will be worked on during this exceptional day.

Once the Tasks are selected, Archipad suggests the Non-working days corresponding to their period.

Choose the day to make a working day

In **Days to make working days**, Select the desired day or days.

> **Note:** no day is suggested until a Task has been selected.

First Select the affected Tasks.

Check the impact

The **Impacts** section allows you to view:

- the initial End date;
- the new End date;
- the adjustment applied.

An exceptional working day can bring forward the End date of a Task.

However, subsequent Tasks are not automatically brought forward. Modify their dates manually if necessary.