Resolver.
A KROLL BUSINESS

Reset the Dispatch Numbers

Last Modified on 02/28/2024 6:16 pm EST

By default, dispatch numbers (the numbers automatically assigned to each dispatch as they're created) are reset daily. Once reset, the dispatch numbering restarts at 1.

> ⓘ **Note:**
> All times in Dispatch System Setting are stored in **UTC**. When using the **Daily** option to Reset Dispatch Numbers, the displayed time will be adjusted automatically to reflect Daylight Savings.

To reset the dispatch numbers:

1. Click **Settings >** ⚙ **System Settings**.

2. At the top of the window, select **Daily**, **Weekly**, **Monthly**, or **Yearly** from the **Reset Dispatch Number** dropdown menu.

3. Type a time into the **Reset at** text field, use the ⏶⏷ arrows to select a time, or click the ▾ icon to select a time from a dropdown menu.