

Scheduler

1. Filters

- **Monthly View & Weekly View & List View**
 - Status
 - Content Types
 - Channels
 - Categories
 - Labels
 - Assigned Users
- Save
- Clear All

2. Exports

- **Filters**
 - Export (PPTX)
 - Export (CSV)

3. Calendar

- **Monthly View & Weekly View & List View**
 - Compact View
 - Detailed View
 - Preview View

4. Utilities

- Today
- **Filters**
 - Schedule All
 - Stop All
 - Randomize
- **Special Days**
 - <https://www.radaar.io/free-tools-1078/holiday-calendar-1085/#content>
- Posting Times

5. Import

- Upload
- Channel(s)
- **View**
 - Shortened URLs
 - Notifications
 - Approved
 - Edit
 - Delete
- Imported Posts

6. New Post

- **Day Not Selected & Day Selected**
 - Quick Button

- Smart Button
- Day Button

7. **Schedule A Post**

- Quick Button
- Smart Button
- Best Time To Post
- Date
- Channels
- Categories
- Assigned Users
- Labels

8. **Normal Post & Recurring Post**

- Date
- Best Time To Post
- Channels
- Categories
- **Content Types**
 - **Image**
 - JPG
 - PNG (Transparent)
 - GIF
 - **Video**
 - **Gallery**
 - Alt Text
 - **Link**
 - Website
 - Youtube
 - **Text**
 - **Story**
 - Image
 - Video
 - **Reel**
 - Image
 - Video
- **Dropzone**
 - **Image & Video & Gallery & Link & Text & Story & Reel**
 - **Upload from Your Device & Upload from Remote & Stock Library & Photo Editor & Canva & VistaCreate**
 - Add
 - Update
 - Delete
- Content Title
- Content Caption
- Caption Variations
- **Chain Comments**
 - Add
 - Edit

- Empty
- Move
- Delete
- Tag A Person
- Add A Location
- Advanced Settings

9. Duplicate Post

- **For Same Subscription & For Different Subscription**
 - Exactly Same
 - For Different Channels
 - Remove Channels
 - For Different Date

10. Delete

11. Copilot

- Content Score
- Post Preview
- Grid View
- **Content Library**
 - **Templates**
 - Add
 - Edit
 - Delete
 - **Templates & Previous Posts & Quotes**
 - Search
 - Replace With This
 - Paste To Post
 - Copy To Clipboard
- Stock Library
- **Hashtag Manager**
 - **Search & Top 25 & Suggestions & Basket & Templates**
 - Replace In Caption
 - Add To Caption
 - Add To First Comment
 - Copy To Clipboard
 - Search for Similar
 - Add To Basket
 - **Basket**
 - Add
 - Save To Templates
 - **Templates**
 - Add
 - Edit
 - Delete
- **RSS Feeds**
 - **My Feeds**
 - Add
 - Edit

- Delete
- **My Feeds & Feeds**
 - Replace As Link
 - Replace As Image
 - Copy To Clipboard

- **Team Discussion**

- Send
- Edit
- Delete
- Reply
- Mark As Done

12. **Publish A Post**

- **Variations**

- Content Title
- Content Caption
- Caption Variations
- Alt Text
- Chain Comments
- Advanced Settings

- **To All Channels**

- **Image**

- JPG
- PNG (Transparent)
- GIF

- **Video**

- Short
- Long

- **Gallery**

- **Link**

- Website
- Youtube

- **Text**

- **Story**

- Image
- Video

- **Reel**

- Image
- Video

- **Published Content Control**

- Is there something missing?
- Is duplicated?

13. **Recurring Post**

- Since At - Until At
- Days
- Hour
- Channels
- Next Recurring Time

14. **Delete A Published Post**

- Delete From Channel
 - Delete From All Channels
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