

MANAGING RECORDINGS & ONEPASS SEARCHES (TIVO BOLT AND ROAMIO ONLY)

(Not applicable to the TiVo Mini.)

The To Do List shows all your scheduled recordings and lets you change recording options or cancel recordings. The OnePass Manager prioritizes all your repeating recordings and lets you manage conflicts and set options.

USING THE TO DO LIST

To get to the To Do List, press the TiVo button - at the top of your remote control - to go to the TiVo Central screen. Move to 'Manage Recordings & OnePass' and press SELECT - the round button at the center of the arrows circle on your remote. Then choose 'To Do List.'

You'll see a list of all shows scheduled to record in the next two weeks, including shows that have conflicts with other recordings. To view the list without conflicts, or with conflicts only, press the C button - the second from the right in the line of buttons between the PAUSE circle and the number pad on your remote - to cycle through views. Press SELECT on any show to see available options.

Note: In the To Do List, individual recordings are marked with a single check mark. OnePass® recordings and manual repeating recordings are marked with a double check mark. Auto-recording WishList® searches are marked with a starred double check mark.

CANCELING A RECORDING

To cancel a recording, just move to a show title in the To Do List and press CLEAR - the bottom-most button on the left side of the remote.

VIEWING HISTORY

To get to the History screen, press the TiVo button to go to the TiVo Central screen. Move to 'Manage Recordings & OnePass' and press SELECT. Then choose 'History' to see why a particular show was not recorded, why it's not scheduled to record, or when a recording was deleted from your My Shows list. The History is organized by date; use the UP/DOWN arrows - the top and bottom of the arrows circle just below the TiVo button on your remote - to browse the shows in the list. Select the show's title for more information about it.

Note: A show will not be recorded if it appeared in your My Shows list or To Do List in the previous 28 days.

USING THE ONEPASS MANAGER

OnePasses and auto-recording WishList searches are prioritized by the order in which you set them up: the first has highest priority, and so on.

To get to the OnePass Manager, press the TiVo button to go to the TiVo Central screen. Move to 'Manage Recordings & OnePass' and press SELECT. Then choose 'OnePass Manager.'

Prioritizing your OnePasses and WishList searches is important in case of recording conflicts (when too many shows are scheduled to record at the same time). Because your TiVo® box has multiple tuners, and because OnePass works best when you include streaming videos, recording conflicts should be minimized. However, when more than four shows are scheduled to record at the same time, the four with the highest priorities are recorded.

Use the UP/DOWN arrows - the top and bottom of the arrows circle just below the TiVo button on your remote - to highlight a repeating recording, and press RIGHT - on the right of the arrows circle just below the TiVo button on your remote - to highlight the arrows to the right of the title, then use the UP/DOWN arrows to move the selected title up or down in the list.

EDITING A REPEATING RECORDING

You can also use the OnePass Manager to view and change OnePass options, modify recording options (if available), view upcoming episodes, or cancel a OnePass or auto-recording WishList search. Move to the show title and press SELECT to view available options.