UMRA Task Scheduler Basics

Steve Miller - 2016-01-08 - UMRA

What is the UMRA Task Scheduler?

The UMRA Task Scheduler is a feature of UMRA that allows you to schedule projects to run at specified intervals. For example, you could schedule a project to run every hour, once a day, or on command only. You could also specify that it only runs on weekdays, or during odd-numbered hours.
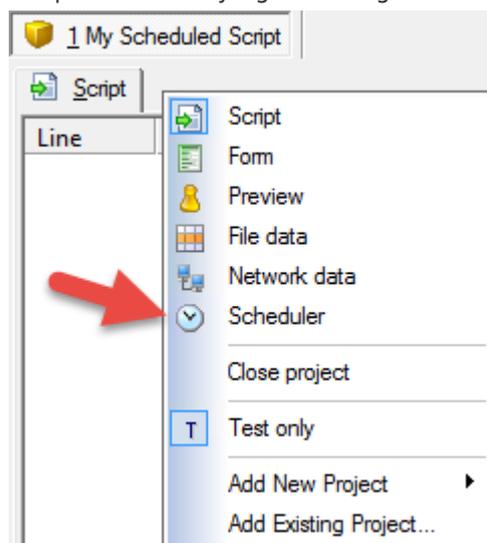
You can access the UMRA Task Scheduler by going to *View > Task Scheduling* in the menu bar.

> **Note:** This feature is only available for Automation projects, and will not work with Mass or Forms projects.

Putting a Project on the Scheduler

Before you can schedule or manually run an Automation project, you need to put it on the scheduler. To do that, follow these steps:

1. Open the UMRA console.
2. Open the project script that you wish to schedule.
3. If you do not see a tab labelled "Scheduler" under the project's name, you will need to open this tab by right clicking and selecting **Scheduler**.

4. Select the **Scheduler** tab.
5. Click the **Configure** button.
6. You will now see the *Setup scheduling* window. Select your desired interval, or **On command only**, and click **OK**.

7. Save your project script.
8. Access the UMRA Task Scheduler by going to *View > Task Scheduling* in the menu bar.

You will now see your project script listed in the scheduler. You can run it manually by right clicking and selecting **Run Now**, or adjust its scheduling properties by right clicking and selecting **Properties**.

UMRA Task Scheduler Layout

The UMRA Task Scheduler lists each scheduled project for the service that you are connected to. There are eight columns displaying data on the scheduled project.

- Enabled/Disabled
    - The enabled or disable status of this scheduled task. You can change this from the right click menu. A disabled task will not run on its specified schedule, but may still be run manually from the right click menu.
- Description
    - The name of the project to be executed.
- Execution status
    - The return status of the project's last run. It can display "OK" for a successful project, list how many errors were encountered during the run, or show that the project is waiting on a dependency.
- Last time
    - The timestamp of when the project was last run.
- Next time
    - The timestamp of when the project is next scheduled to run.
- Last duration
    - How long the last run of the project took. Displayed as Hours:Minutes:Seconds:Milliseconds
- Scheduling
    - The selected method of scheduling. It can display "Interval", "Hourly", "Daily", or "On command".
- Scheduler info
    - Extended information about the method of scheduling. For example, a project that is scheduled to run hourly may display "At minute 30".

Updating the Refresh Interval

By default, the refresh interval of the UMRA scheduler is 60 seconds. You can manually refresh the view from the right click menu, or by pressing F5 on your keyboard. However, you can also shorten the refresh interval by selecting **Overview Properties** from the right click menu. You will be presented with the dialog box shown below, where you can change the refresh interval (e.g., 2 seconds).

Task Scheduler Overview Settings

Automatic refresh

Specify the settings to refresh the task scheduling information automatically.

Update specification

☑ Update the task scheduler information automatically every 2 seconds.

OK   Cancel   Apply   Help