

Scheduling

Activating a schedule

- **Right click** and **select** *Schedule*.
- **Check** or **uncheck** the *Enabled* checkbox.
- **Click** *OK*.

- **Select** the date and time where this schedule will take effect.
The start time defaults to last time a change was made to the schedule.
- Optionally **select** a date and time where the schedule will expire.
By default the schedule will never expire.

Setting an Interval

Execution times can be restricted by configuring an interval. The interval is the period in time each day in which the schedule will be active.

- **Input** a *start time* and an *end time* for the period each day where the scheduled object will be allowed to run
- Optionally **input** a *duration* for each day where the schedule will be active. The values will adjust automatically to the correct interval time.

Setting a schedule Recurrence

Executions can be configured to repeat at a certain recurring rate. Recurrences defines when executions of the scheduled object will occur.

- **Select** a recurrence
 - *Once*. The schedule will run once. This is the default setting. This would be typical for the installation of a software package.
 - *Periodical*. The schedule will run periodically. The periods that can be configured are: *Hourly, Daily, Weekly and Monthly*.

If *Daily* is selected, configure a number of days between executions by *Recur every day(s)*
 - *Always*. This schedule will run every time an agent run is triggered. Typically used to keep critical inventory information updated.
- Optionally **check** *End after occurrences* and **input** after how many runs the execution should stop.



Setting an *Always* recurring execution can result in a heavy load! When many computers contacts the system it will create a peak in database and network activity!