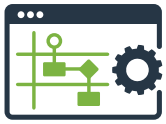

BPA
Platform

Technical Overview

Schedule Tool

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Contents

Introduction

The **Schedule** tool is used to create a task step that triggers a task to run based on specific dates and times. Any number of **Schedule** steps can be created for a task.

> **NOTE:** It is important to remember there are restrictions when tasks can run, such as, during system maintenance or holidays. These are user-defined for a specific task through the **Task Options** dialog , and for all tasks through the **Global Options** dialog.

Features

- Multiple schedules may be created for a task
- Multiple time-zone options are provided to available to synchronise tasks with international operations

Technical Summary

Working with other Steps

The **Schedule** tool is independent of any other steps used in a task. It does not directly consume objects outputted by other task steps, nor does it expose objects that can be directly consumed by other task steps. However, **Schedule** data is mapped to task variables which can be used by subsequent task steps.

Global Configuration

The **Schedule** tool does not require any global configuration before being used in a task.

Step Configuration

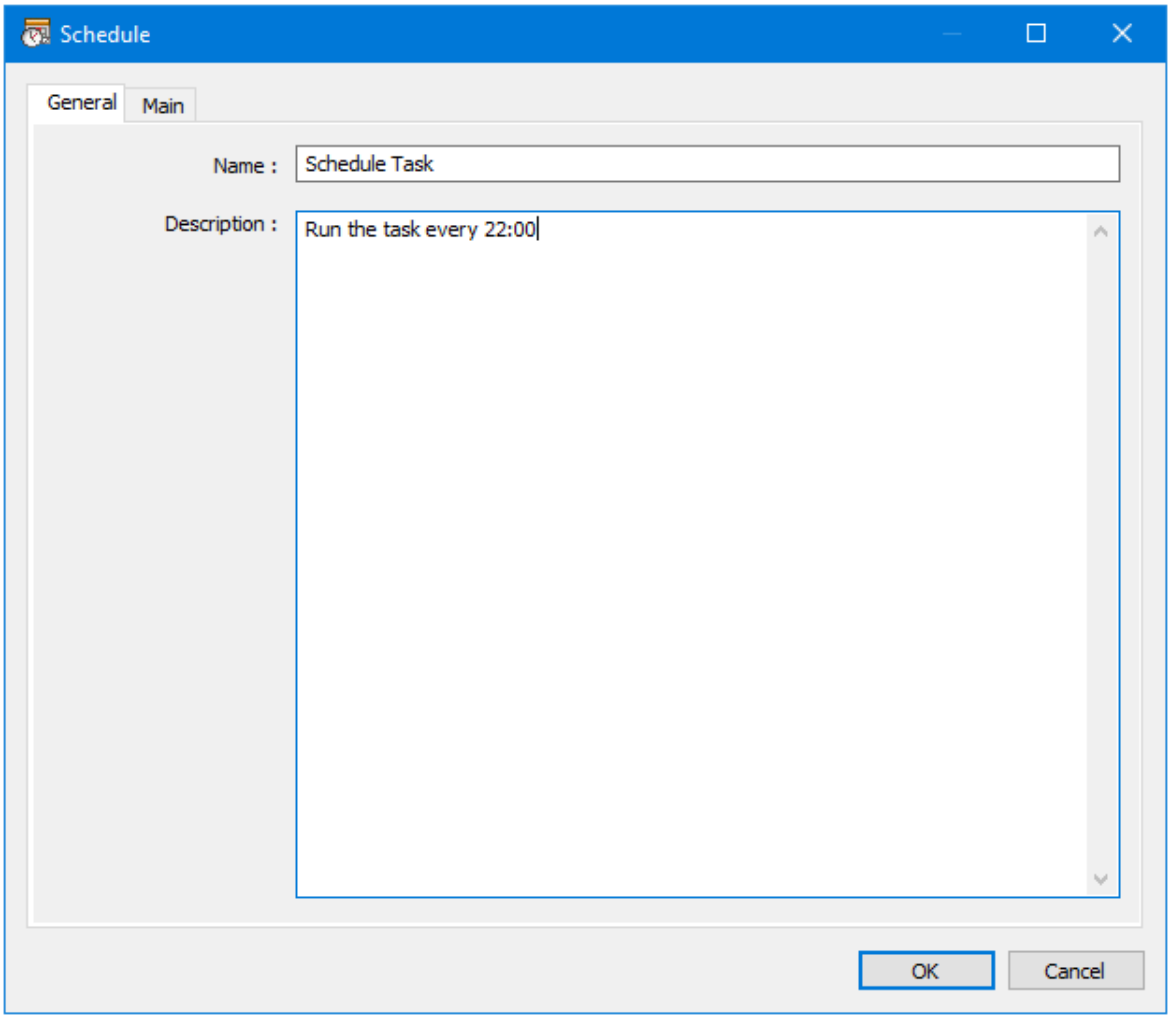
The Schedule tool triggers a task to run, based on a date or time configuration.

To add a new **Schedule** step to an existing task, you either:

- Click and drag the **Schedule** icon from the **Task Browser** to the task **Design** area.
- From the task's **Design** tab, right-click on empty space and select ***Add > Event > Schedule.***

For a detailed description of how to create new tasks, refer to the product help.

About the General Tab



The **General** tab is used to enter the following details for the step:

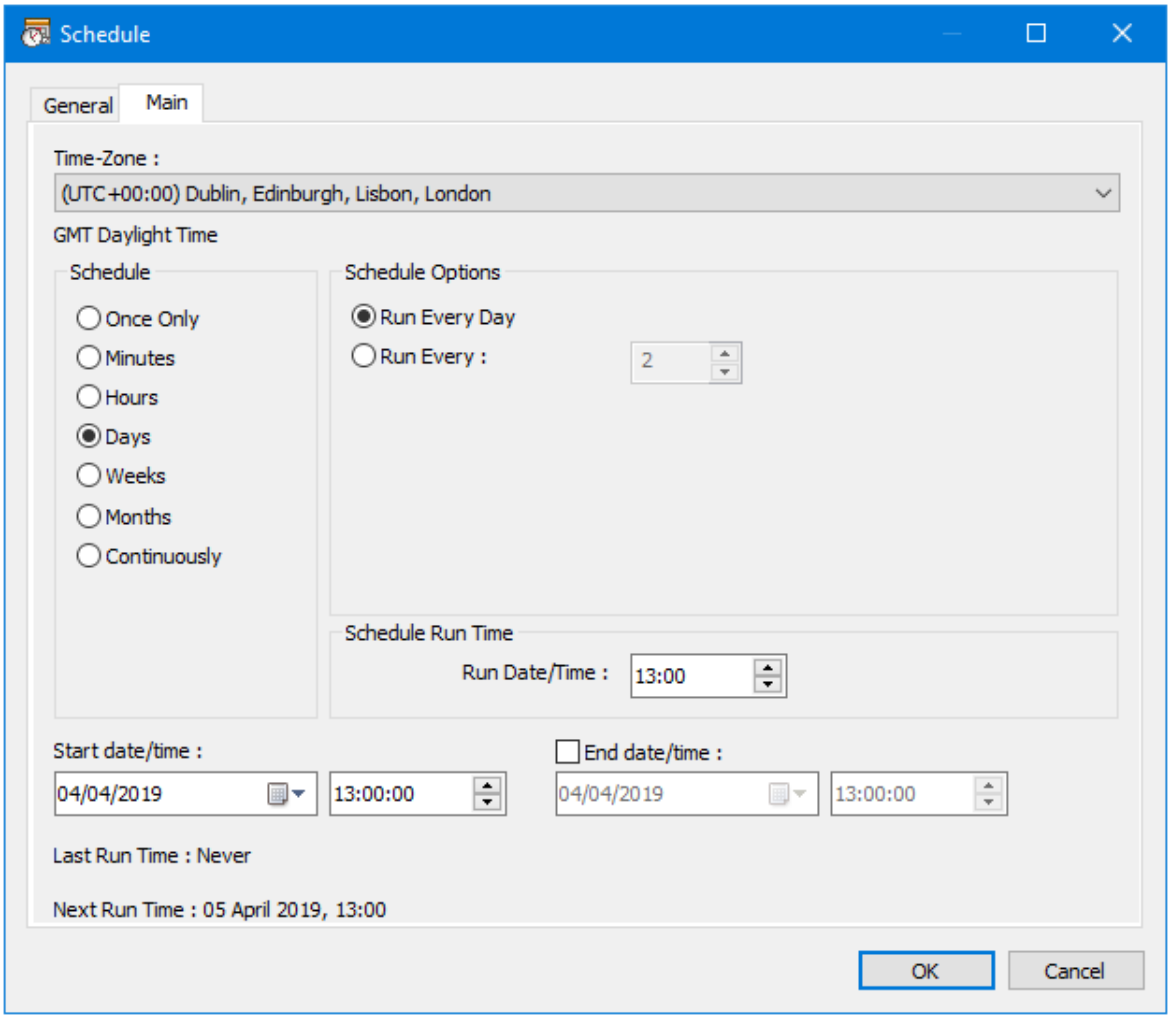
- **Name** — Enter a meaningful name for the step

> **TIP:** If this task instance makes use of two or more **Schedule** steps, ensure the **Name** used is unique for each individual step.

- **Description** — If required, enter a description of this step

About the Main Tab

The **Main** tab provides a comprehensive set of options for configuring the **Schedule** run-times.



You can set your schedule according to:

- **Time-Zone** — Irrespective of the time-zone of the BPA Platform machine, you can set the task to run using a different time-zone.

  For example, a BPA Platform machine, configured as GMT, has a task set to fire at 13:00 Cairo-time. If monitoring the BPA Platform machine, you'll see the task run at 11:00 which is 13:00 in Cairo.

  This is particularly useful if serving tasks for customers in different time-zones as it avoids miscalculating the task's scheduled time back to the BPA Platform machine's time-zone. Daylight Savings Time adjustments are automatically handled by the .NET Framework.

- **Schedule** — Choose the frequency of this schedule:

Schedule	Description
Once Only	The task runs once at the specified **Run Date/Time** then reverts to a "manually run" task. **Last Run Time** shows when the task was run.
Minutes	The task is configured to run once every specified block of minutes (1 to 59), starting from the configured **Start date/time**. To run indefinitely, do not enable **End date/time**, else enable this parameter and add the date and time this task run ends. **Last** and **Next Run Time** shows when the task was last run and when the next run is due, if any.
Hours	The task is configured to run once every specified block of hours (1 to 23), starting from the configured **Start date/time**. To run indefinitely, do not enable **End date/time**, else enable this parameter and add the date and time this task run ends. **Last** and **Next Run Time** shows when the task was last run and when the next run is due, if any.
Days	The task is configured to run either every day or once every specified block of days, starting from the configured **Start date/time**. To run indefinitely, do not enable **End date/time**, else enable this parameter and add the date and time this task run ends. Use **Run Date/Time** to specify the time of day (24-hour format) this task is run. **Last** and **Next Run Time** shows when the task was last run and when the next run is due, if any.
Weeks	The task is configured to run either every week or every specified block of weeks, starting from the configured **Start date/time**. To run indefinitely, do not enable **End date/time**, else enable this parameter and add the date and time this task run ends. Select the days of the week this tasks runs. Use **Run Date/Time** to specify the time of day (24-hour format) this task is run. **Last** and **Next Run Time** shows when the task was last run and when the next run is due, if any.
Months	The task is configured to run either every month, every specified block of months, or during specific months only, starting from the configured **Start date/time**. To run indefinitely, do not enable **End date/time**, else enable this parameter and add the date and time this task run ends. Select the specific day of the month or a time of the month for this task to run. Use **Run Date/Time** to specify the time of day (24-hour format) this task is run. **Last** and **Next Run Time** shows when the task was last run and when the next run is due, if any.
Continuously	The task is run continuously. No start or end time can be specified for a continuous schedule. **NOTE:** The continuous option should be used with care due to its resource requirements — if using an internal store with over several hundred tasks, be aware that continuous tasks may take longer to complete. Also, continuous schedules may still queue if there are other schedules waiting to run and no thread available to run them.

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