

Knowledgebase Article

Using Scheduled File Action in Remote Desktop

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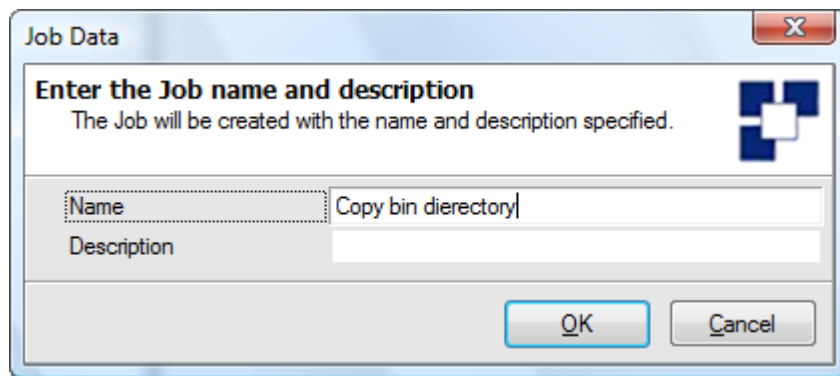
Using Scheduled File Action in Remote Desktop

EMCO Remote Desktop allows you to schedule different tasks that can be executed at a certain time. Scheduled File Actions are designed to create jobs (one or more actions) that can take place on one or more machines at a specific time. You can create any number of file actions in a job and have them run automatically.

Create a job:

To create a schedule, perform the following steps:

1. Click on the Scheduled File Action node in the Machine Management area.
2. Press insert button.
3. Enter the name and description of the job in the Name and Description fields and click on the OK button.




Job Data

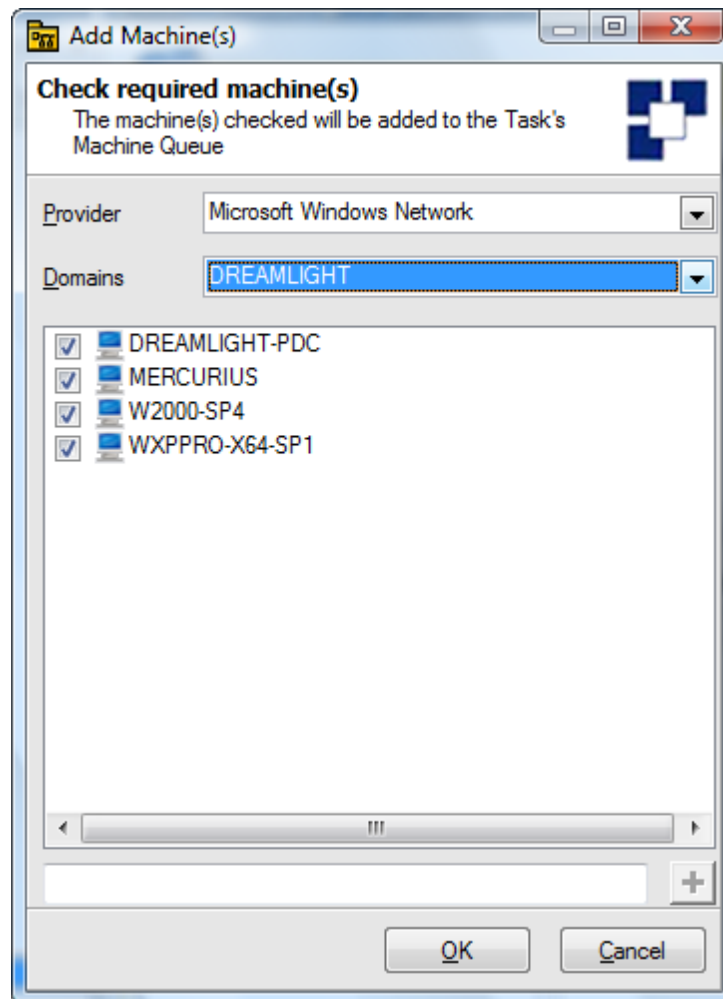
Enter the Job name and description
The Job will be created with the name and description specified.


Name: Copy bin directory

Description:

OK Cancel

4. You now need to add one or machines to the job. Click on the  button.
5. Select on the required options from the Provider and Domains drop-down lists.



6. Select the required machines. You can add machines that are not listed by entering the names in the available field and clicking on the  button.
7. Click on the OK button. You now need to add one or more file actions and schedules to the job - refer to Using file actions and Using schedules for more information.


Using schedules

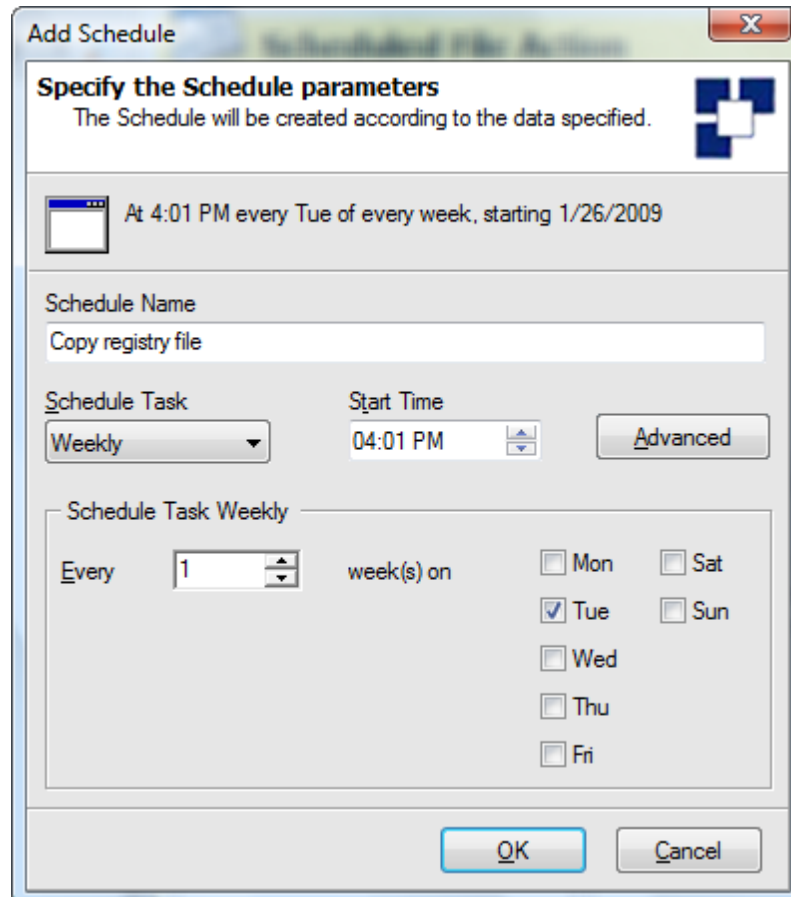
Jobs can be scheduled to run at any time. You can set the job to run once, or to run every minute, hour, week, or month from a certain time and date. You can also set when a repeated job finishes and the time past which a job should not be run, if it is prevented from running at the scheduled time.

The following schedule types are available:

- ▣ **Repeat by Minute** - Repeat the job every minute from the start time.
- ▣ **Repeat by Hour** - Repeat the job every hour from the start time.
- ▣ **Weekly** - Repeat the job every week from the start time.
- ▣ **Monthly** - Repeat the job every month from the start time.
- ▣ **Once** - Run the job once only from the start time.

To add a schedule:

1. Click on the  button in the Schedules area.
2. Select on the type of schedule from the Schedule Task Type drop-down list.
3. Enter the name of the schedule the Schedule Name field.
4. Choose on the date that this schedule will start from the Start Date drop-down and enter the start time to the Start Time field. You may need to enter information in more fields, depending on the type of schedule you have chosen.
5. If you do not need to add any other restrictions to the schedule, press OK button.






6. If you need to set an end date on the schedule or set the time past which a job should not be run, press Advanced button.
7. Choose on the required date in the End Date drop-down if you need to set a finishing date for the schedule.
8. Enter the number of hours in the Stale Date field past which a job should not be run, if required. This is useful if a job is delayed by the network.
9. Click on the OK button in both open windows.

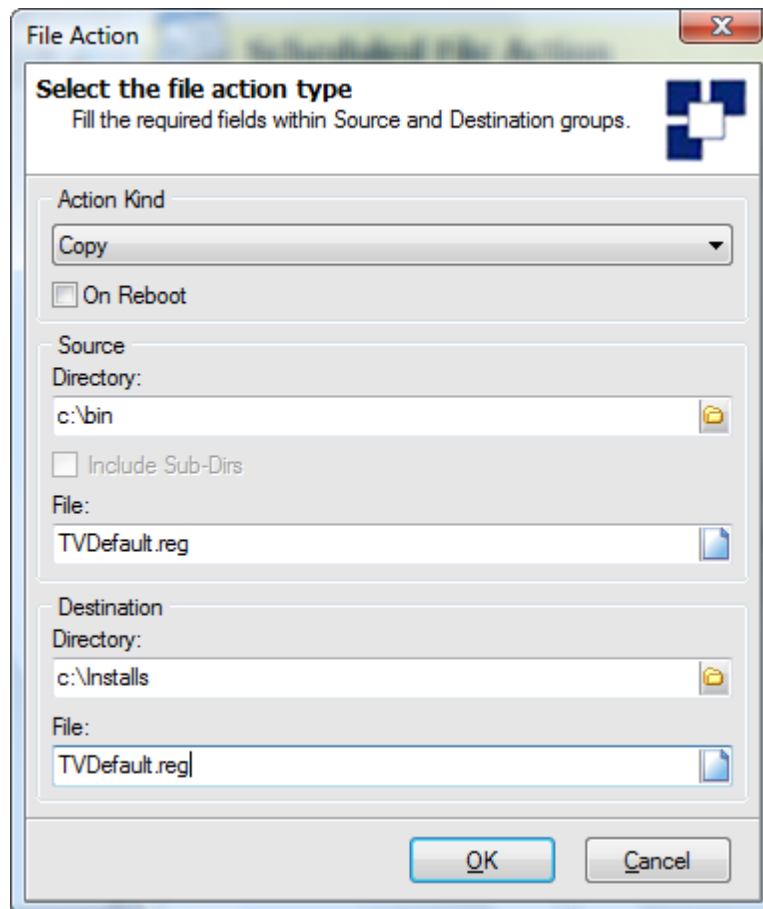
Using file actions

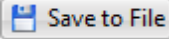
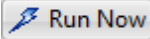
You can have one or more file actions attached to any job. The following file actions are available:

- Copy - Copies the indicated directory or files.
- Copy with Version Check - Copies the indicated directory or files and checks the version of the copied file(s).
- Delete - Deletes the indicated directory or files.

To create a file action:

1. Click on the  button in the File Actions area.
2. Select the type of action from the Action Kind drop-down list. If this action is to occur when the machine is rebooted, check On Reboot option.
3. Enter the path of the source directory in the Source Directory field, or select the directory using the  button.
4. Enter the name of the source file in the Source File field.
5. Enter the path of the destination directory in the Destination Directory field, or select the directory using the  button.
6. Enter the name of the destination file in the Destination File field.
7. Press OK button.



8. You can save a list of file actions for later reuse by clicking on the  button.
9. You now need to add one or more schedules to the job to run the action. You can also run the job immediately by clicking on the  button.