

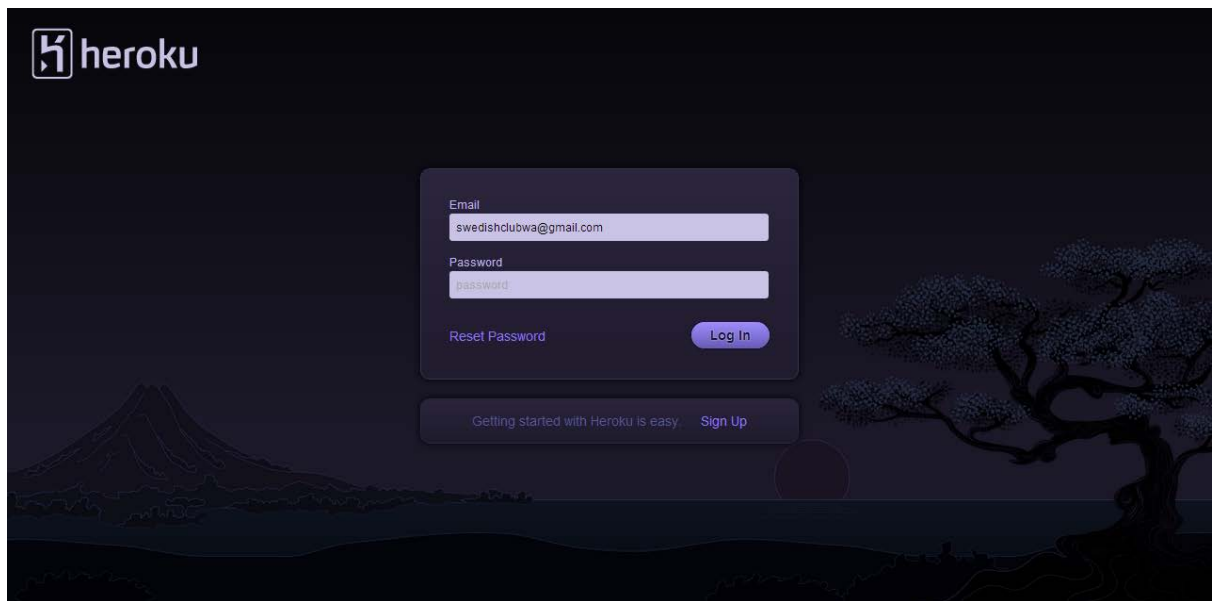
# **Swedish Club WA Process System**

## **Email Scheduler Setup on Heroku**

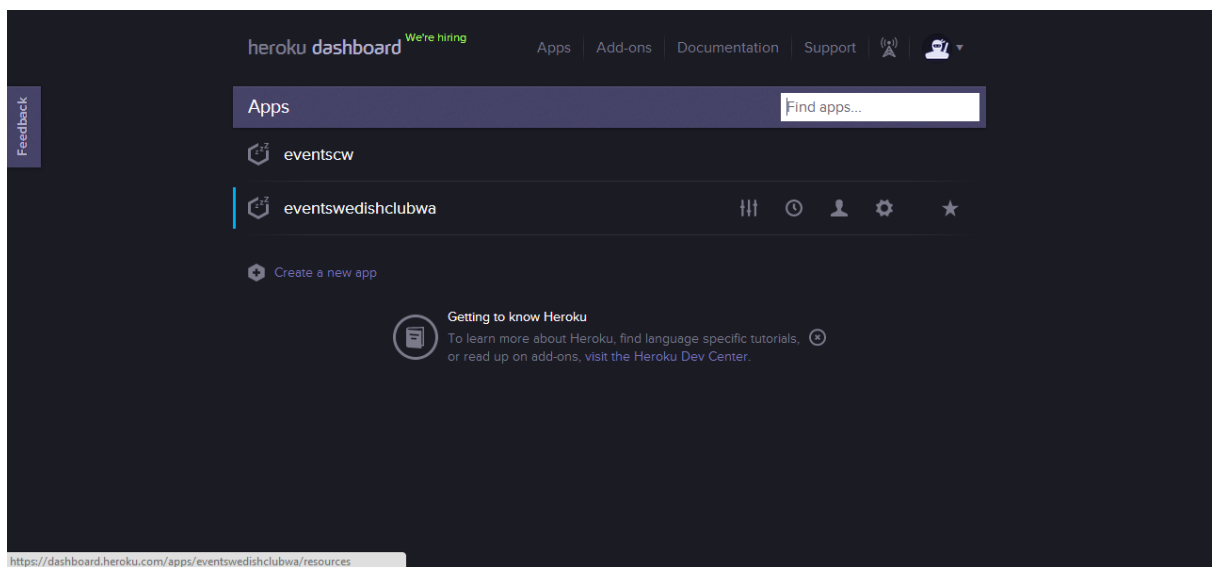
### **User Manual**

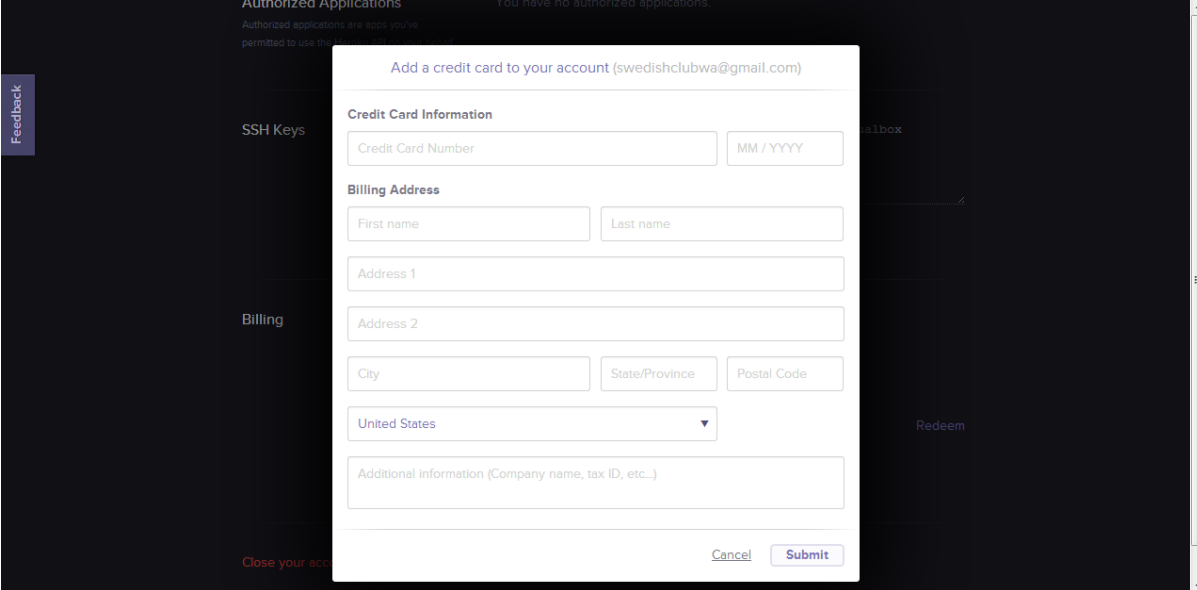
CITS3200 Professional Computing  
Group G V1.0 14<sup>th</sup> September 2013

1. Login to heroku account



2. Go to account->billing->add credit card to verify your account





The screenshot shows a modal form titled "Add a credit card to your account (swedishclubwa@gmail.com)" overlaid on the Heroku dashboard. The form is divided into two main sections: "Credit Card Information" and "Billing Address".

**Credit Card Information:**

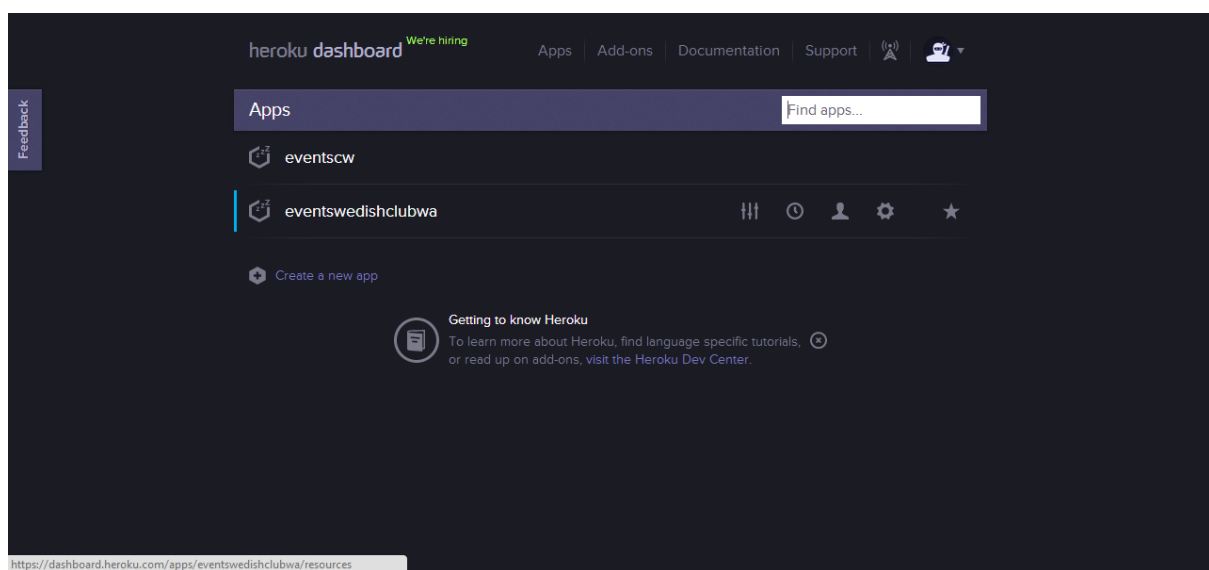
- Credit Card Number (text input)
- MM / YYYY (text input)

**Billing Address:**

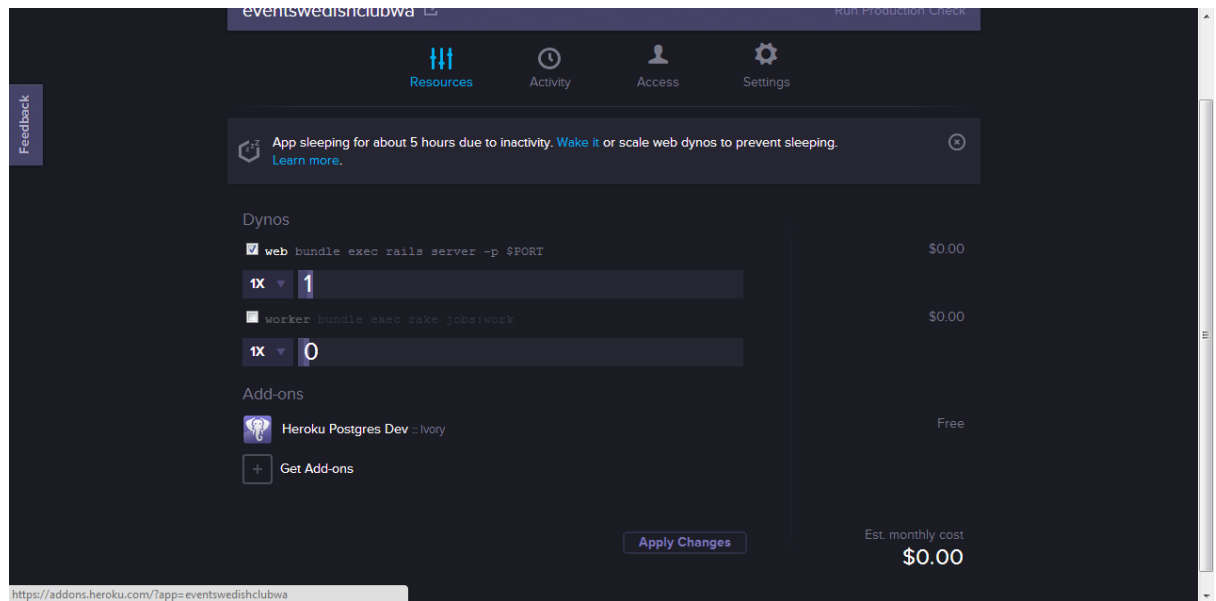
- First name (text input)
- Last name (text input)
- Address 1 (text input)
- Address 2 (text input)
- City (text input)
- State/Province (text input)
- Postal Code (text input)
- Country (dropdown menu, currently showing "United States")
- Additional information (Company name, tax ID, etc...) (text input)

At the bottom of the form are "Cancel" and "Submit" buttons. The background dashboard shows sections for "Authorized Applications", "SSH Keys", and "Billing".

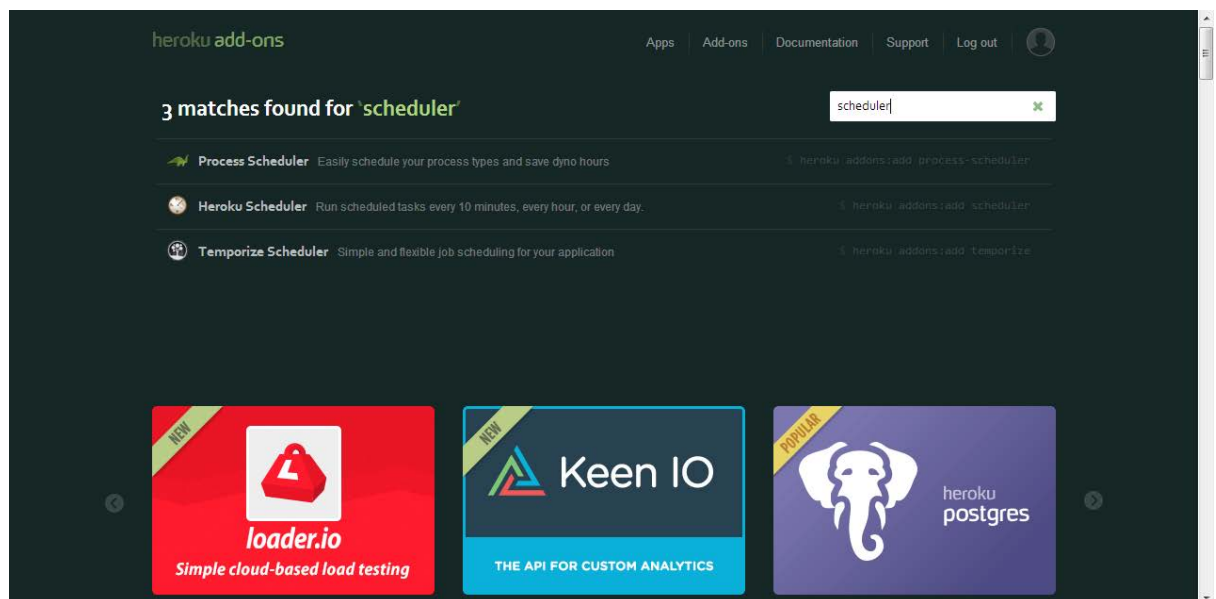
3. Back to Select apps on heroku dashboard and select eventswedishclubwa



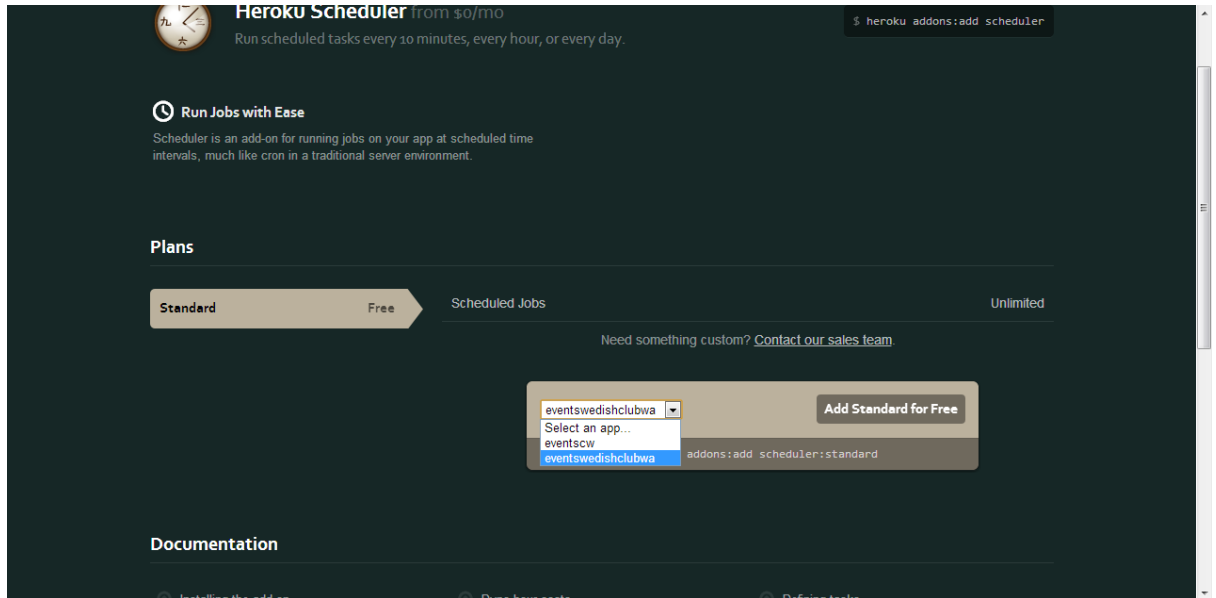
## 4. Click on “Get Add-ons”



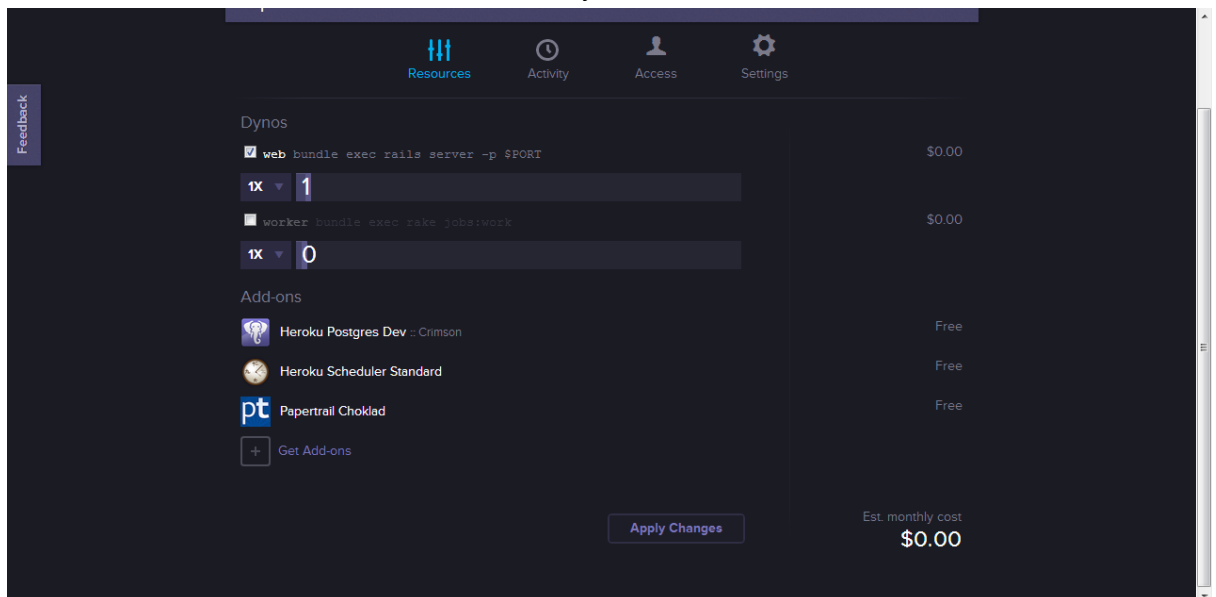
## 5. Search for “Heroku scheduler” on search box and click on Add ons



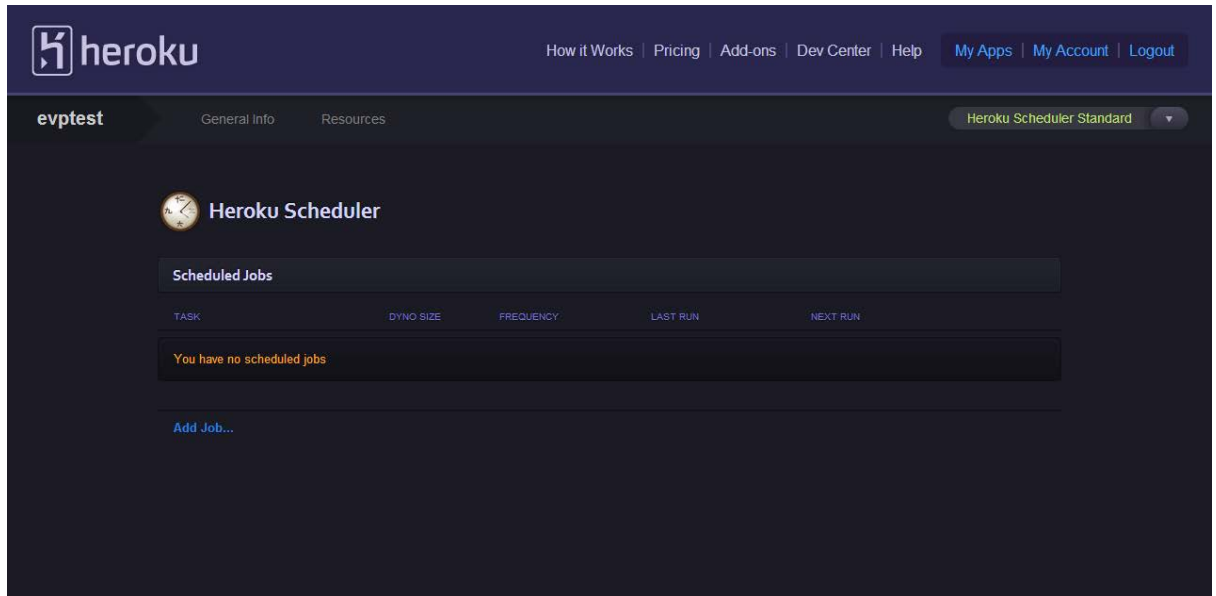
6. On Heroku scheduler page, select app for eventswedishclubwa and click on “Add standard for free”



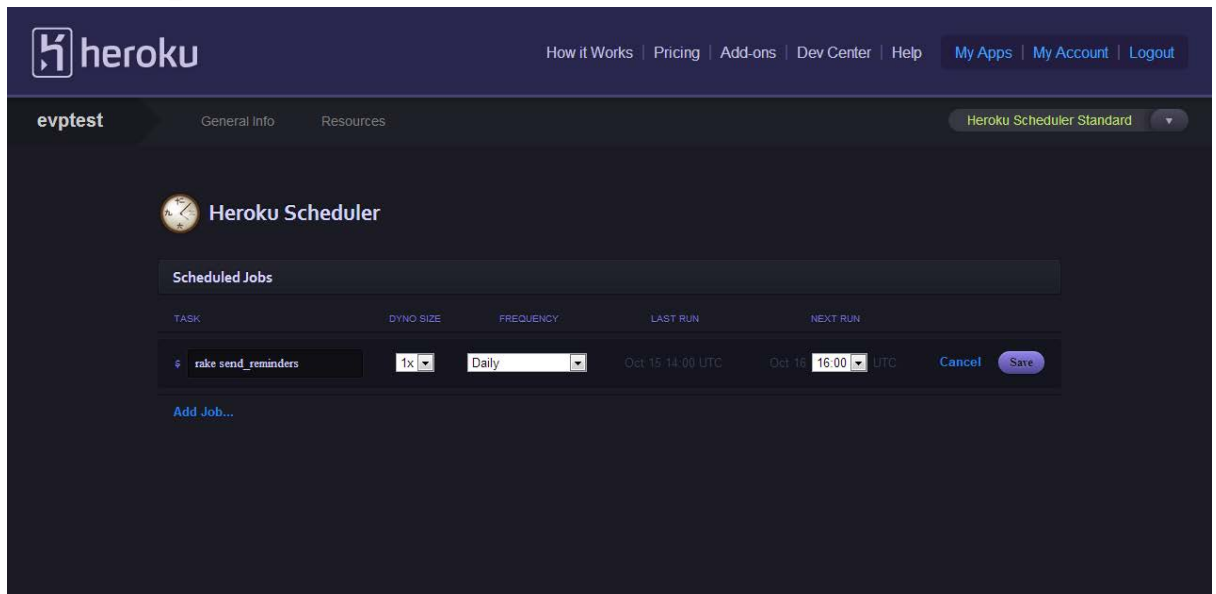
7. Click on Heroku Scheduler Standard to add scheduler job



8. Click on “Add Job”



9. Add “rake send\_reminders” to text box and set time for job to be done 16:00 UTC is 00:00AWST



10. Click on Save button