**Steps to schedule your .bat file to run every 2 hours:**

1. **Open Task Scheduler**:
   * Press Windows + R to open the **Run** dialog.
   * Type taskschd.msc and press **Enter**. This will open **Task Scheduler**.
2. **Create a New Task**:
   * In the right-hand panel, click on **Create Task**.
   * In the **General** tab:
     + Provide a **Name** for the task (e.g., "Run Scripts Every 2 Hours").
     + Optionally, add a description.
     + Check **Run whether user is logged on or not** and **Run with highest privileges**.
3. **Set Triggers**:
   * Go to the **Triggers** tab and click **New**.
   * In the **Begin the task** dropdown, select **On a schedule**.
   * Set **Repeat task every** to **2 hours**.
   * Choose the **Start time** (when you want the task to first run).
   * Set the **Duration** to **Indefinitely**.
   * Click **OK**.
4. **Set the Action**:
   * Go to the **Actions** tab and click **New**.
   * In the **Action** dropdown, select **Start a program**.
   * In the **Program/script** field, browse and select your .bat file.
   * Click **OK**.
5. **Optional Conditions**:
   * In the **Conditions** tab, you can check or uncheck conditions like "Start the task only if the computer is idle" or "Wake the computer to run this task" based on your needs.
6. **Finish**:
   * Click **OK** to save the task.
7. **Run the Task**:
   * To verify the task, in Task Scheduler, right-click on the task and select **Run**. It should execute your .bat file.

**Summary of Scheduling:**

* **Task Start Time**: Specify when you want the first execution.
* **Repeat every**: Set to 2 hours.
* **Duration**: Set to indefinitely, so the task continues throughout the day.