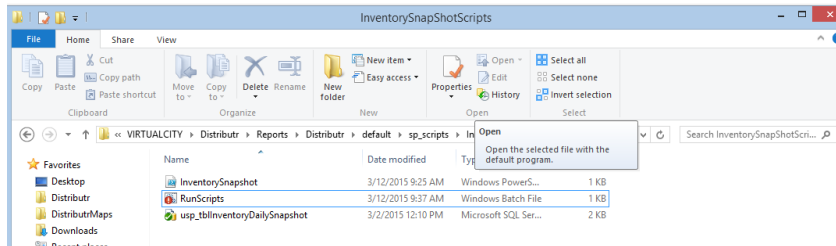


Task Scheduler Set up Step by Step

STEP 1: Run : RunScripts.bat

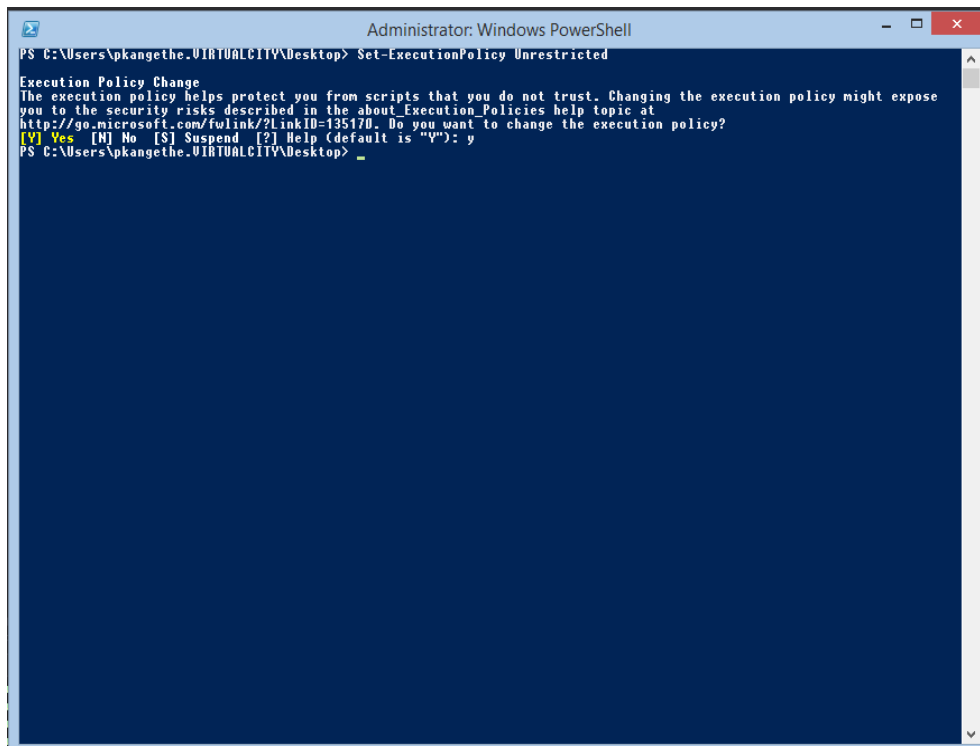
Locate RunScripts.bat file in InventorySnapshotScripts folder ,located in the Reports Release folder

Double click it.



STEP 2:

Start Power Shell as Admin & execute the following: Set-ExecutionPolicy Unrestricted



Step 3: Edit: InventorySnapshot.ps1

Open the InventorySnapshot.ps1 located in InventorySnapshotScripts folder and edit as follows

- Data Source: Change to the targeted I.P of the server where you want the script to run.

- Initial Catalog: Change to the database where your reports are reading from
- User Id: Change to the user name of your SQL Server instance.
- Password: Change to the password of your SQL Server instance.

NB: Make sure you SAVE the file when you finish editing.

```

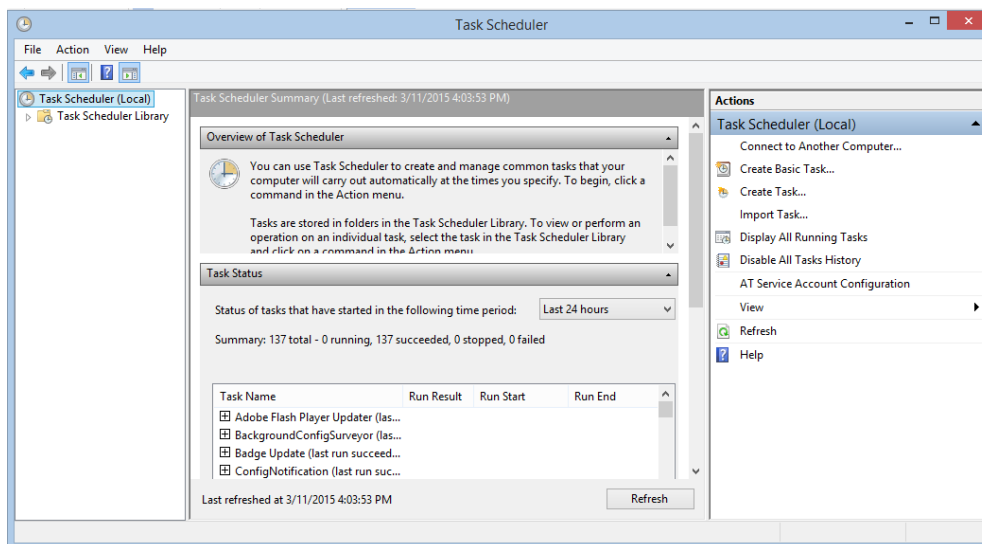
1 $connString = "Data Source=10.0.0.251;Initial Catalog=bg;User id=sa; Password=P@ssw0rd;"
2
3 $connection = new-object System.Data.SqlClient.SqlConnection $connString
4
5 $connection.Open()
6
7 $Command = new-object System.Data.SqlClient.SqlCommand("usp_tblInventoryDailySnapshot", $connection)
8
9 $Command.CommandType = [System.Data.CommandType]'StoredProcedure'
10
11 $Command.ExecuteNonQuery() | Out-Null
12
13 $connection.Close() | Out-Null
14
15 $Command.Dispose() | Out-Null
16
17 $connection.Dispose() | Out-Null
18

```

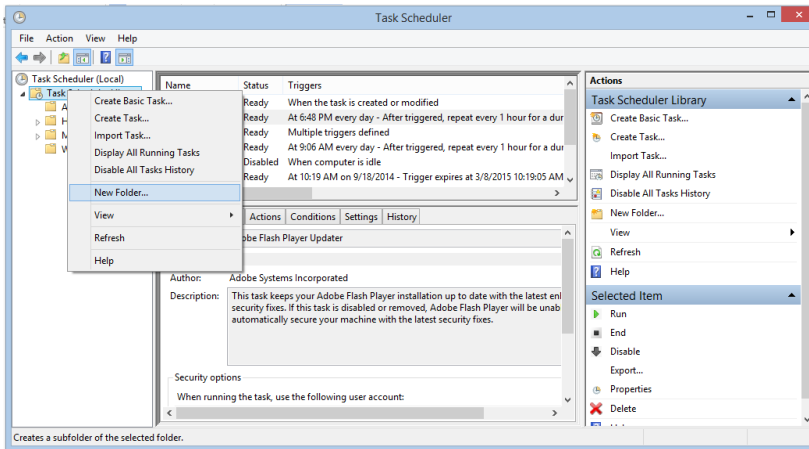
Step 4: Launch Task Scheduler

Start > Control Panel > Administrator Tool > Task Scheduler

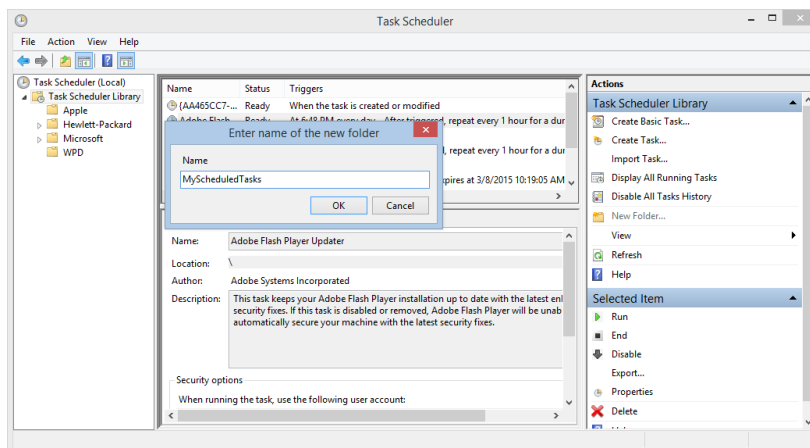
Or RUN: taskschd.msc



a) Right click Task Scheduler Library: Create New folder

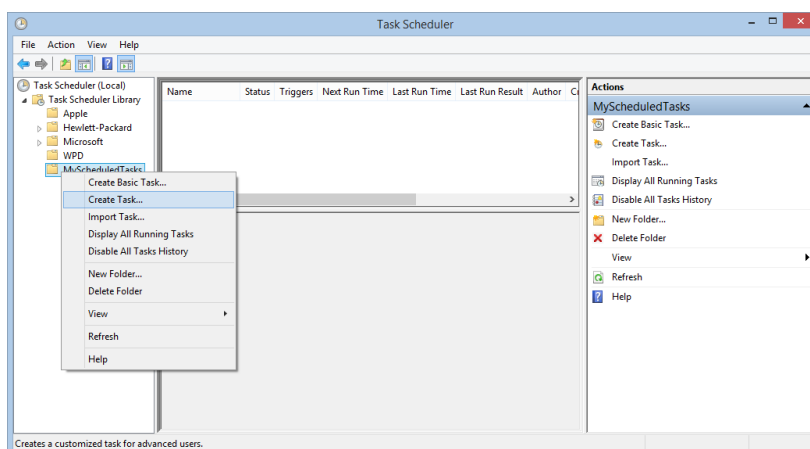


b) Name the folder: MyScheduledTasks



Step 5: Create 2 Task(For Hub & Hq)

R.click MyScheduledTask > Create Task

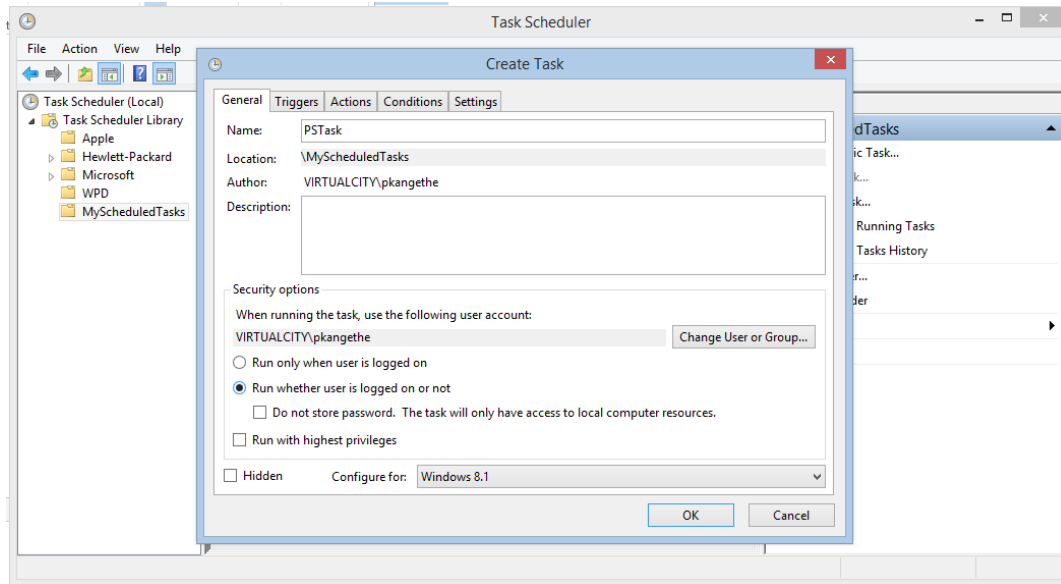


a) Name the tasks: PSTask(HQ) & PSTask(Hub)

Change User or group accordingly.

Select: Run whether user is logged in or not.

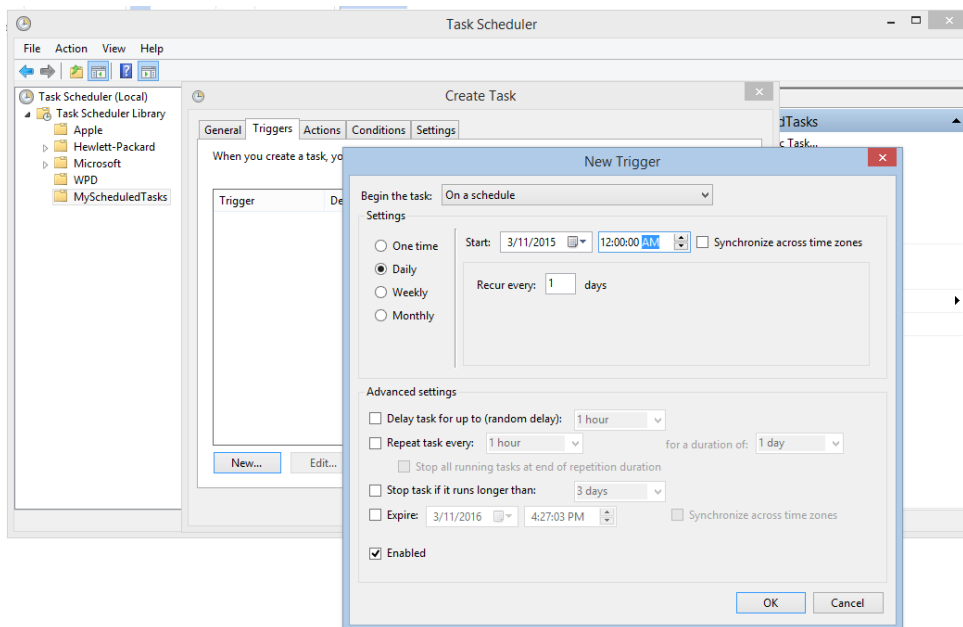
Configure your operating system.



Step 6: Click on the Triggers Tab > New

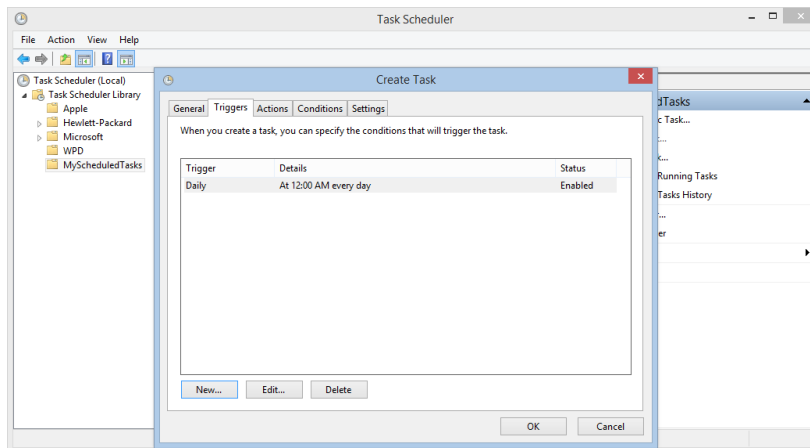
Set your setting as shown below

NB: for the Start date, set the current date.

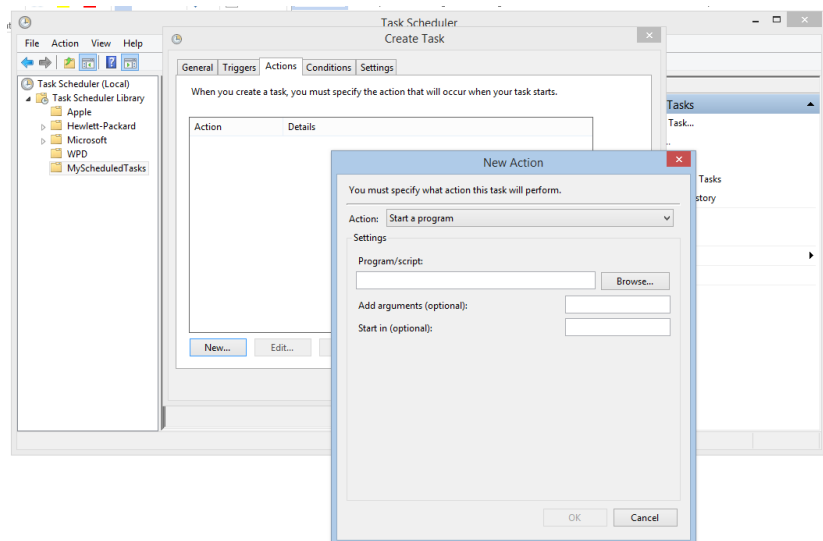


NB: The start time can vary depending on client specifications.

When created it should look as below

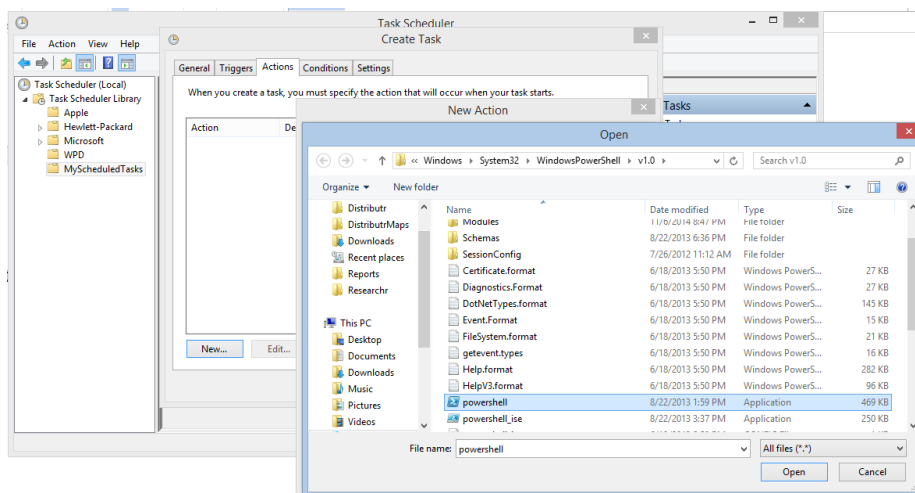


Step 7: Click on the Actions Tab > New Action

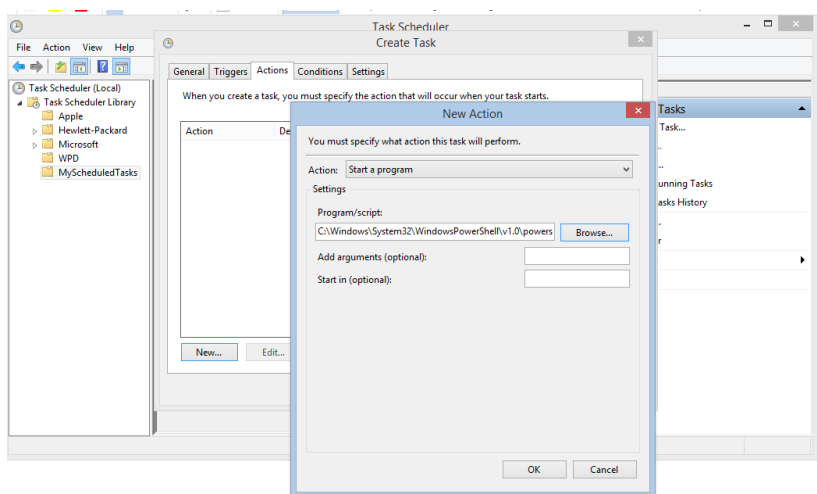


New Action window

- Set Action: Start a program
- Program/Script: Browse to where your `powershell.exe` is located



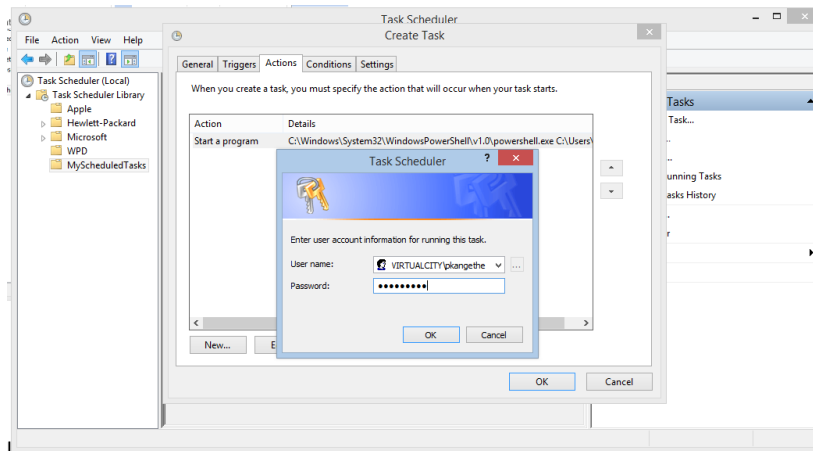
Then click open



c) Add arguments(optional): paste the link where your InventorySnapshot.ps1 (**for HQ task**) & InventorySnapshot.ps1 (**for Hub task**) is located

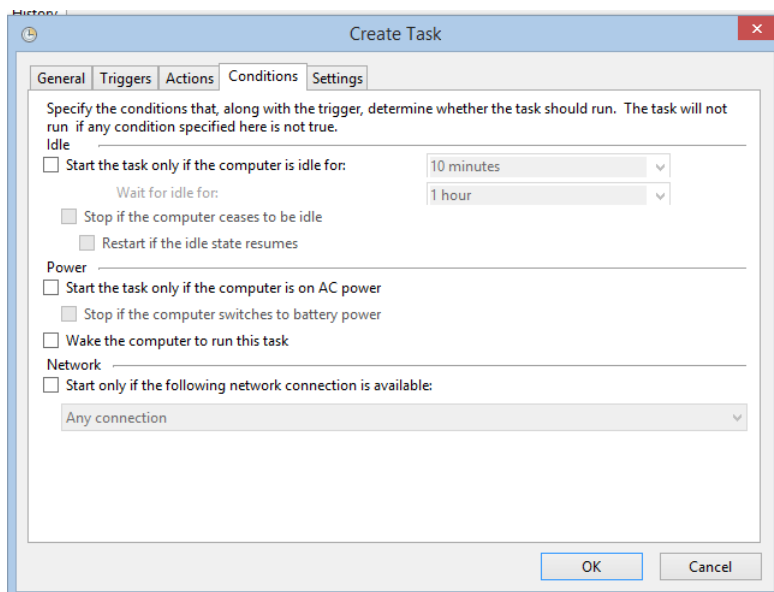
e.g. Release\scripts\InventorySnapShotScripts\InventorySnapshot.ps1

Then click OK to finish. Enter the necessary authentication details if prompted.



Step 8: Click in the conditions Tab

Uncheck all the check boxes here, then click save.



Step 9: Click in the Settings Tab

Check the check boxes as shown below, then click save.

Name	Status	Triggers	Next Run Time	Last Run Time	Last Run Result	Author
HubTask	Ready	At 6:40 PM every day	4/7/2015 6:40:54 PM	Never		VIRTUALCITY\pkangethe
PSTask	Ready	At 6:10 PM every day	4/7/2015 6:10:00 PM	4/7/2015 5:45:04 PM	The operation completed successfully. (0x0)	VIRTUALCITY\pkangethe

General	Triggers	Actions	Conditions	Settings	History
Specify additional settings that affect the behavior of the task. To change these settings, open the task property pages using the Properties command.					
<input checked="" type="checkbox"/> Allow task to be run on demand					
<input type="checkbox"/> Run task as soon as possible after a scheduled start is missed					
<input type="checkbox"/> If the task fails, restart every: 1 minute					
Attempt to restart up to: 3 times					
<input checked="" type="checkbox"/> Stop the task if it runs longer than: 3 days					
<input type="checkbox"/> If the running task does not end when requested, force it to stop					
<input type="checkbox"/> If the task is not scheduled to run again, delete it after: 30 days					
If the task is already running, then the following rule applies:					
Do not start a new instance					

10. Confirm the task is running as expected.

To know if your task is running as expected, click on the History Tab at least 15 minutes after the Scheduled start time of the task. Ideally it should look as below, the last event should be of **Event ID:102** , **Task Category:** Task completed.

General Triggers Actions Conditions Settings History					
Number of events: 6					
Level	Date and Time	Event ID	Task Category	Operational Code	Correlation Id
Information	4/7/2015 6:40:55 PM	102	Task completed	(2)	ee8f2c06-48...
Information	4/7/2015 6:40:55 PM	201	Action completed	(2)	ee8f2c06-48...
Information	4/7/2015 6:40:54 PM	200	Action started	(1)	ee8f2c06-48...
Information	4/7/2015 6:40:54 PM	100	Task Started	(1)	ee8f2c06-48...
Information	4/7/2015 6:40:54 PM	129	Created Task Process	Info	
Information	4/7/2015 6:29:07 PM	106	Task registered	Info	

NB: In case of any question or problems ,contact me for assistance.

