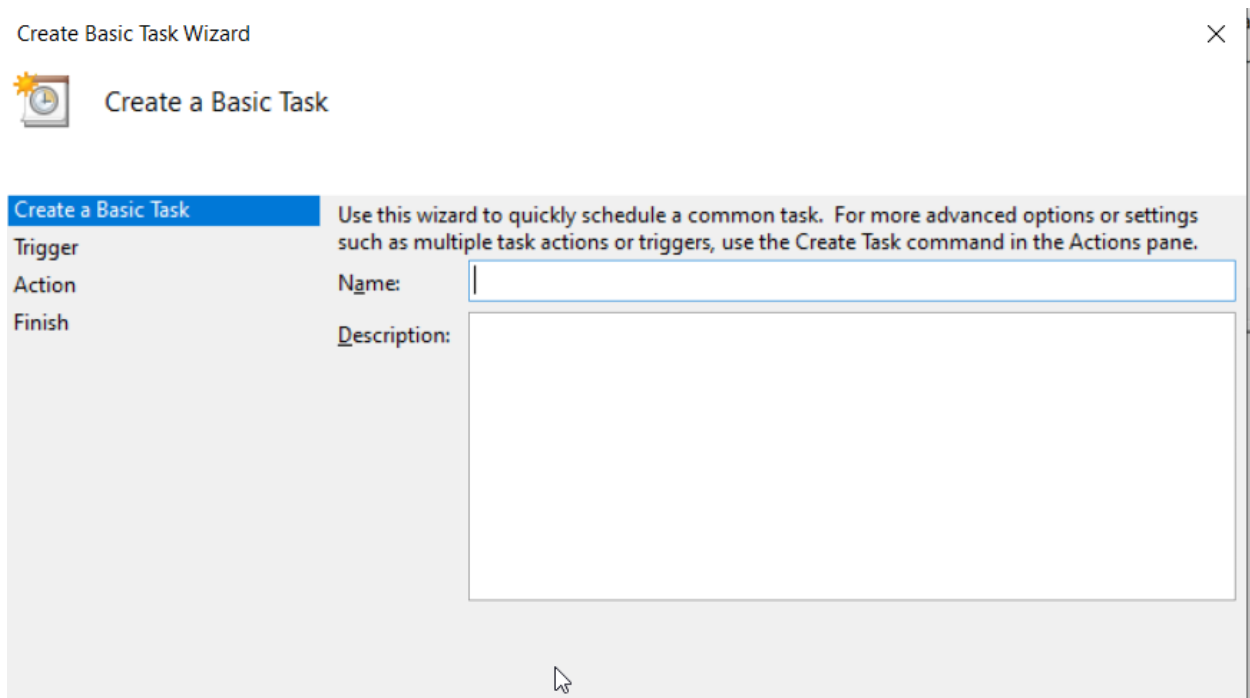


Make a Python Script execute with a frequency using Scheduler in Windows

1. Write your Python code and save it with .py extension
2. Download and Install Python in your computer ([Download Python | Python.org](#))
3. Create a batch file
4. To create a batch file – Open Notepad - <Provide Python executable file link> <Provide .py file link> and save with .bat extension
Ex: "C:\Users\kkopalley\AppData\Local\Microsoft\WindowsApps\python.exe"
"C:\Users\kkopalley\OneDrive - Primary Residential Mortgage\Documents\Work\Daily Automation Tasks\XYZ.py"
Pause (Pause command is used to make the command line stay till we press a key without disappearing immediately)
5. Once the batch file is ready, we can use that in our Scheduler.
6. Create a Basic Task in Windows Scheduler and give a name and description of the task



7. Press next and select the daily, weekly or any other frequency which you want the script to run.



Task Trigger

Create a Basic Task

Trigger

Action

Finish

When do you want the task to start?

☒ Daily

☐ Weekly

☐ Monthly

☐ One time

☐ When the computer starts

☐ When I log on

☐ When a specific event is logged

8. Give the time and how many times the task has to execute.



Daily

Create a Basic Task

Trigger

Daily

Action

Finish

Start: 12/11/2021 1:06:08 PM ☐ Synchronize across time zones

Recur every: 1 days

9. Select Start a Program

Create Basic Task Wizard



Action

Create a Basic Task

Trigger

Daily

Action

Finish

What action do you want the task to perform?

☒ Start a program

☐ Send an e-mail (deprecated)

☐ Display a message (deprecated)

10. Enter the path of the batch file we created for our Python script and press Next

Create Basic Task Wizard



Start a Program

Create a Basic Task

Trigger

Daily

Action

Start a Program

Finish

Program/script:

Add arguments (optional):

Start in (optional):

11. Finally click finish and observe that the created task will appear in the main window of the Scheduler.