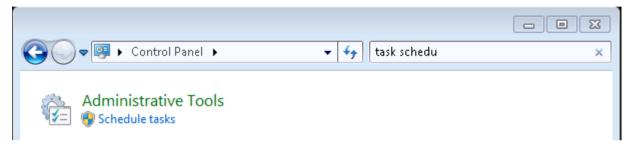
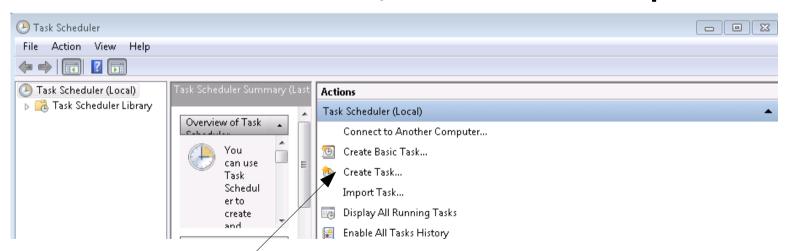
Go to the Control Panel:



Click on schedule tasks, this window will open :



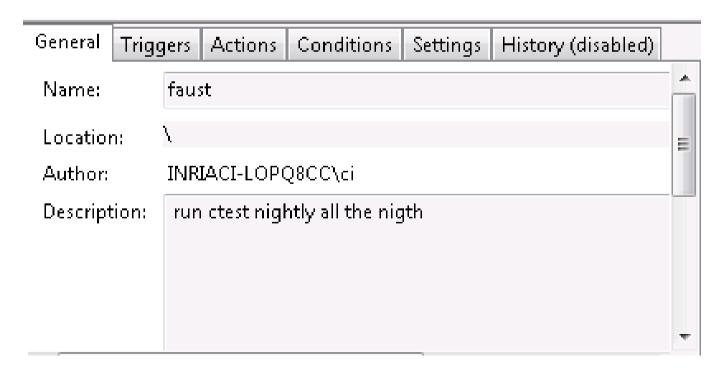
- Click on Create Task...
 - → Now, you can configure your task

Configure your task :

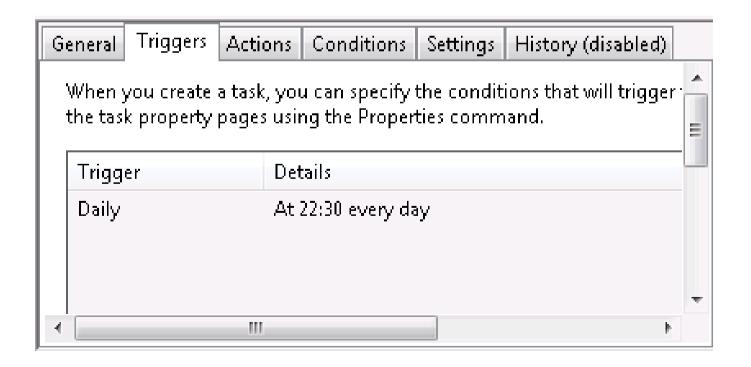
3 main tab to describe your task:

- General (name, description),
- Triggers (How often the task is launched?),
- **Actions** (What is executed by your task?),

- tab **General**:
 - → name of the task and description



- tab **Trigger**:
 - → How often the task is launched?



- tab Actions :
 - → What is executed by your task?

