Add Scheduled Task Action

The Add Scheduled Task action enables you to schedule a task in the Windows task scheduler. This is equivalent to going to the Scheduled Tasks control panel and clicking Add Scheduled Task.



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New Task Name

?

Enter a name for your task. A task with this name must not already exist (if you need to replace a task, you can use a Delete Scheduled Task Action action before the Add Scheduled Task action.)

Task Executable

Enter the path to the executable you wish to schedule.

Command Line Parameters (optional)

Enter any parameters for the executable.

Run As User (required)

You must specify a username and password to run the scheduled task.

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Start Time

(This option is only available for "Once Only" or "Run Every" schedule types.)

You can either specify an absolute start time (ie 11:30PM) or a relative start time, which is calculated relative to the time the action is run. If you specify 24 hours or more, the task will be scheduled one or more days after the action is run.

Specify start date

(This option is only available for "Once Only" or "Run Every" schedule types.)

Specify the date when the scheduled task will first run.

/ If you use "Start relative", and "Specify start date" together, then the action will start that many hours (or days) ahead of the start date specified.

Specify end date

(This option is only available for the "Run Every" schedule type.)

Specify the date on which the scheduled task will finish and be removed from the scheduler.

Schedule Type

"Run Once Only" - The action will run one time only, at the time/date provided.

"Run On Startup" - The action will run whenever the system starts up.

"Run On Login" - The action will run whenever the specified user logs in.

"Run On Idle" - The action will run once the computer has been idle for the specified number of minutes.

"Run Every" - The action will run repeatedly, first on the time/date specified and then at a certain interval until the end date (if one is given.)

Intervals can be expressed in minutes, hours, days, weeks or months.

Schedule Options

"Idle Time"

(This option is only available for Schedule Type "Run On Idle")

Specify the number of minutes that the computer needs to be idle before the task will run.

"Run each day"

(This option is only available for Schedule Type "Run Every x Weeks")

This option changes the behaviour of the weekly schedule so that, every 'x' week(s), the task will run once on each selected day.

"Specify months"

(This option is only available for Schedule Type "Run Every x Months")

This option changes the behaviour of the monthly schedule so that the task will only run on the first day of certain months.

Remote Tab

See the Scheduling Remote Tasks Action topic for details on working with the Windows scheduler on remote computers.