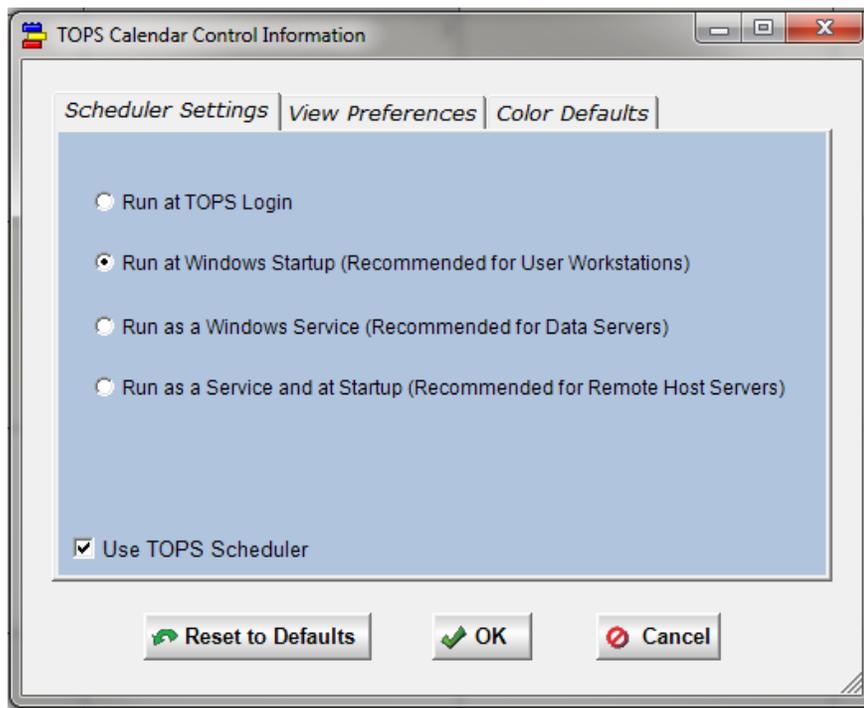


Documentation for the new release of the TOPS Calendar/Scheduler

With the new release of the TOPS Calendar/Scheduler we have added some new features and removed a couple that are not being used any longer.

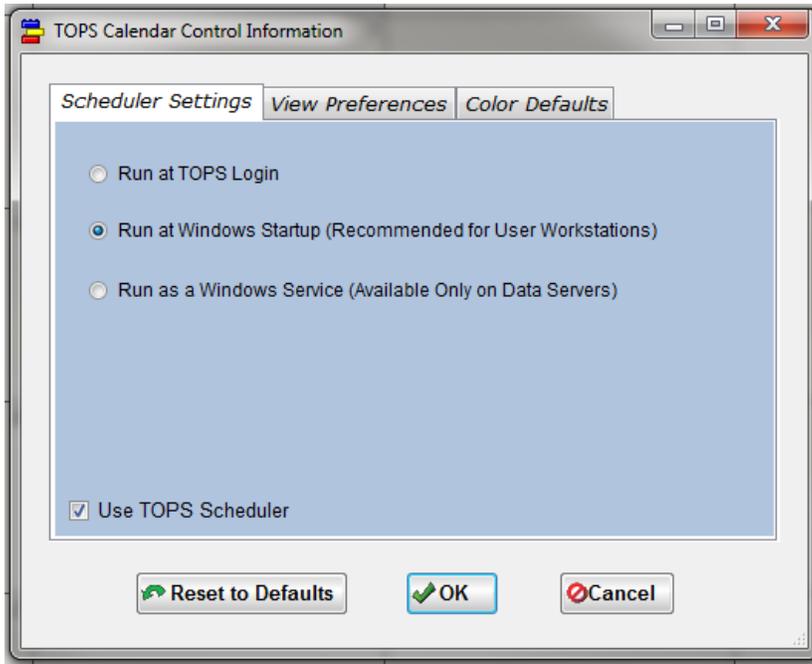
Changes As to How to Run the Scheduler

With the current version of TOPS, the 2 options to run as a Service were not functional. This is the current view from the Calendar > Control Info:

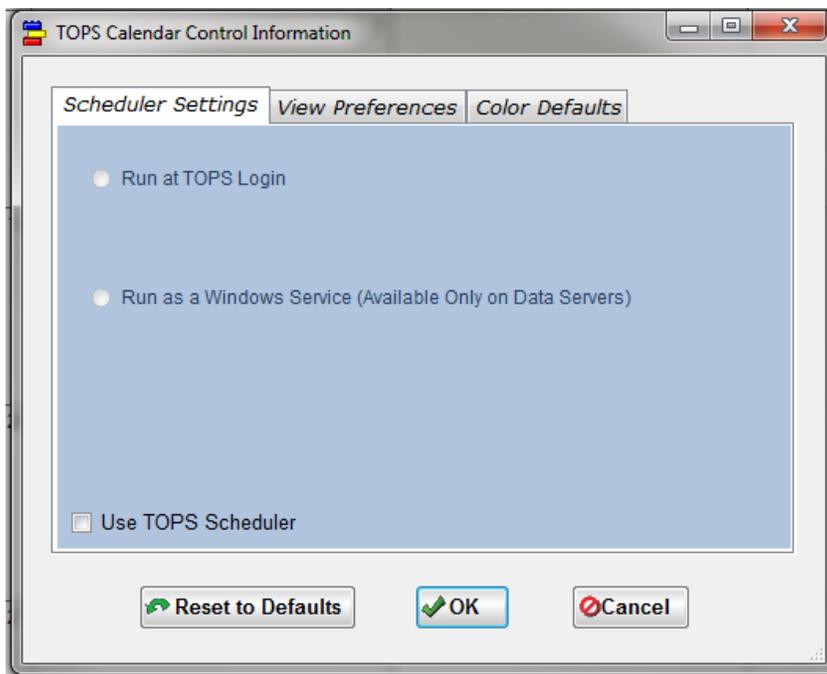


With the new release, we have removed the 4th option "Run as a Service and at Startup", and we are phasing out the option to "Run at Windows Startup". If you are currently using the option to "Run at Windows Startup", this option will remain as part of your configuration. However, once you change the option to either "Run at TOPS Login" or "Run as a Windows Service", this option will no longer be available.

If you were previously using the option “Run at Windows Startup”, when you view the Calendar > Control Info, this window will display:



If you have not been using the option to “Run at Windows Startup”, or if you switch to either “Run at TOPS Login” or “Run as a Windows Service”, this window will display:



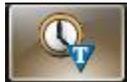
Run at TOPS Login option

Choosing to run the Scheduler at TOPS Login is still an option. This allows users to run their scheduled tasks locally without having to be logged on to the Server. With the new Calendar/Scheduler, we have removed the scheduler icon that could be viewed and opened from the windows system tray.



This icon will no longer be available.

All Tasks can be viewed from the windows task bar, by selecting this new icon:



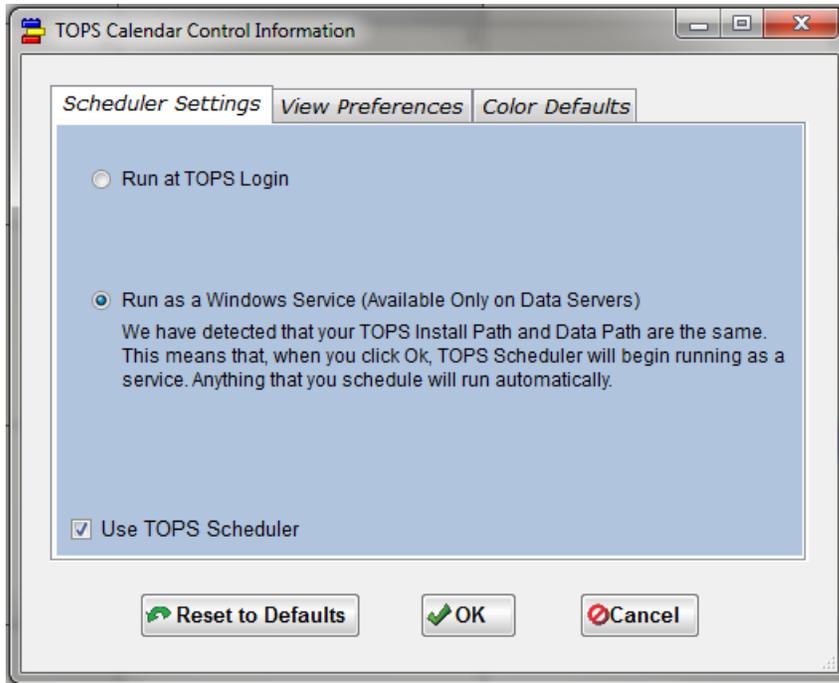
This will open the TOPS Scheduler window if you are using the option to “Run at TOPS Login”. Or it can be viewed from Automate > Scheduler. When Scheduler is launched at login, it will pop up as a window form at bottom right corner of the screen. Clicking on minimize icon will minimize it to the system tray. Clicking “X” will totally stop Scheduler from running.

When TOPS is closed the Scheduler will close as well. When TOPS is re-opened, any previously Scheduled Tasks will still be waiting for their time to run. If the Task was scheduled to run during the time that TOPS was closed, these jobs will run then next time you log in to TOPS.

Running as a Windows Service

To run the Scheduler as a Windows Service you MUST be logged onto the data server. Select the Scheduler option “Run as a Windows Service”. Choosing this option will allow the TOPS Scheduler to begin running as a service. If you had previously selected one of the other Scheduler options, you will need to deselect “Use TOPS Scheduler” from the checkbox then click OK first to remove current running Scheduler. Next, select the option “Run as a Windows Service” and clicks OK to save settings.

When selecting to “Run as a Windows Service”, this window will display:



When the TOPS Scheduler is running as a Windows Service, there will be two processes that will be started and can be viewed through the Windows Task Manager. The processes “TopsService.exe *32” and “TOPSScheduler_V2.exe *32” will be running as SYSTEM User.

Users can also view the log file created from Scheduled Tasks located in the data path under MASTER > Service Log > TOPSSchedulerLog.txt.

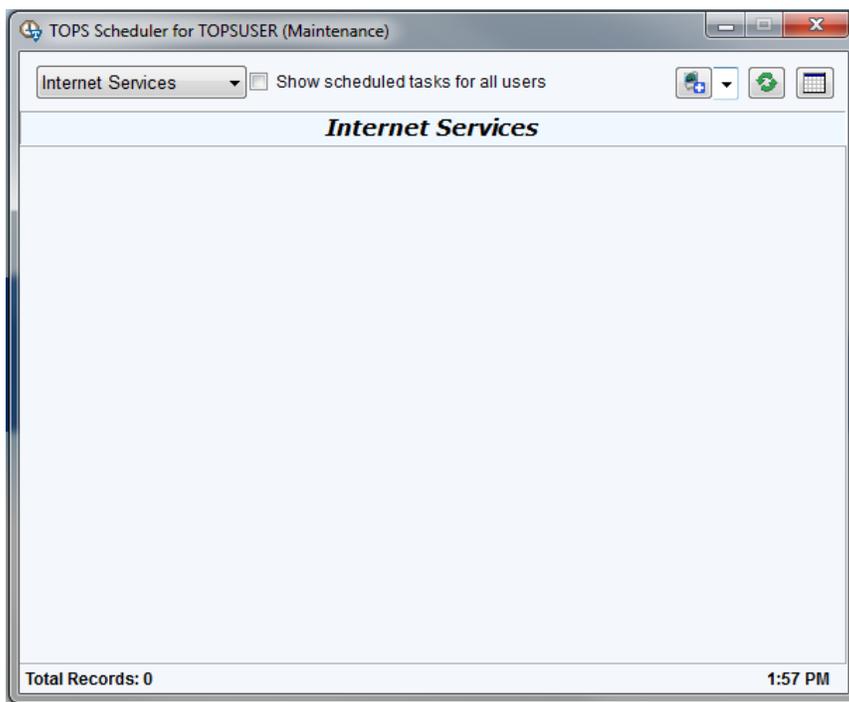
Example:

```
=====
Data Path is C:\TOPSSoft\. Scheduler starts running as service on 4/10/2014 2:23:06 PM
<1>TOPS OnPoint Sync April 3 VT | Next run: 4/10/2014 2:24:09 PM
4/10/2014 2:25:06 PM | TOPS OnPoint Sync April 3 VT | C:\TOPSSoft\DOTNET\OnPointSync.exe /AUTOSV
```

- First line indicates Date and Time Scheduler starts running as service
- Second line lists upcoming task(s) that the service will be running
- Third line indicates the task is run at that date and time with process path and parameter

All scheduled Internet Services child tasks, will run as the SYSTEM user as well. Any log files or output files may be located at different designated locations.

To maintain tasks select Automate > Scheduler where you will be able to view/add/edit/delete tasks. Another instance of the Scheduler will be opened in Maintenance mode (no tasks will be run from this instance). While maintaining Tasks, the Scheduler process is opened as window form with “(Maintenance)” as part of the header text.



Clicking on X will Save and Close this window. The scheduled tasks will be run from the Scheduler process that is already running as a service. To turn off the service, deselect “Use TOPS Scheduler” from the Calendar > Control Info and click OK. This will stop all Scheduler instances including the Service.

Any user that is in the network that has the same data path as the Scheduler Service can add Tasks from their local system. These Tasks will be run by the Scheduler process at the designated time that was entered by the individual.

As you can see in the screenshot above, we have added a checkbox option “Show scheduled tasks for all users”. This option can only be viewed and accessed by users with TOPS Administrator rights. With this option when logged on with an Administrator account, a user can view/delete or execute now another user’s Tasks.