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Technical Information Document

Setting Up SCHEDULE in Windows® 7 and 2008

Document Information:

Category	Software	O/S	Win7/2008	Last Modified	8/2/2010
Author	JA				

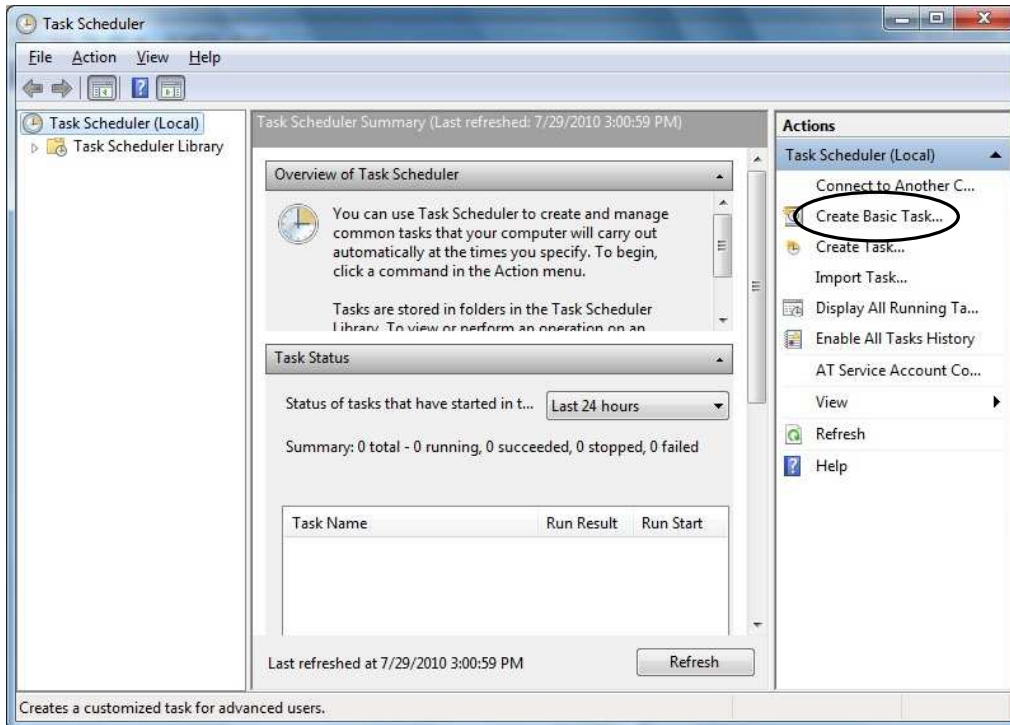
Document Summary

Instructions on how to setup SCHEDULE in Task Scheduler for Windows® 7 or Windows® Server 2008.

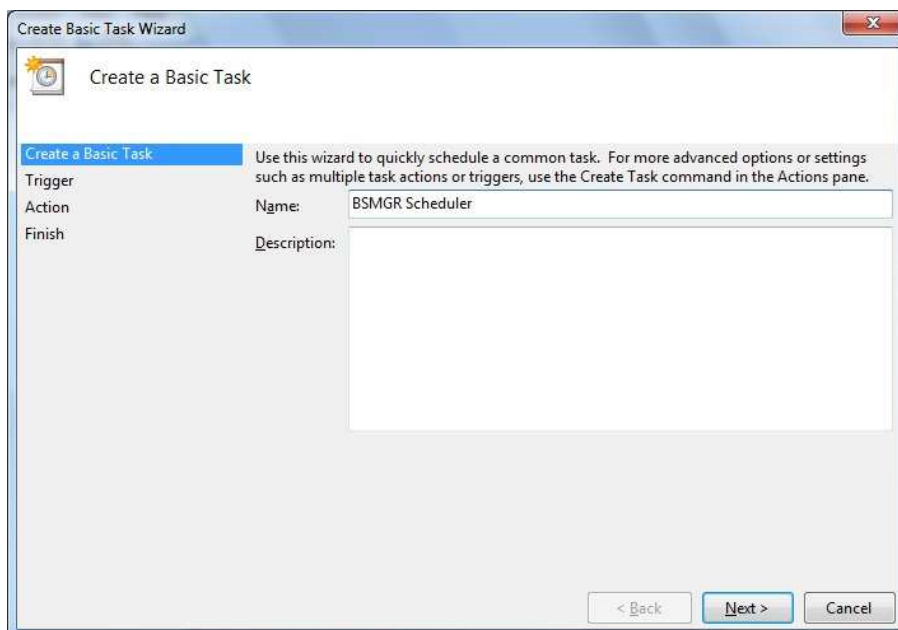
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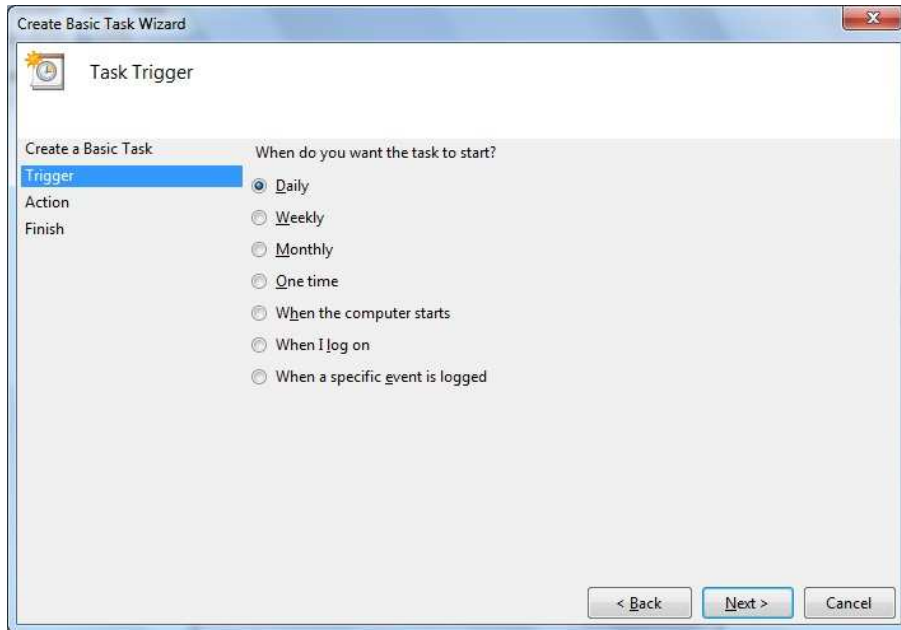
1. Click on the Start button, then click All Programs, then click Administrative Tools, then click "Task Scheduler".



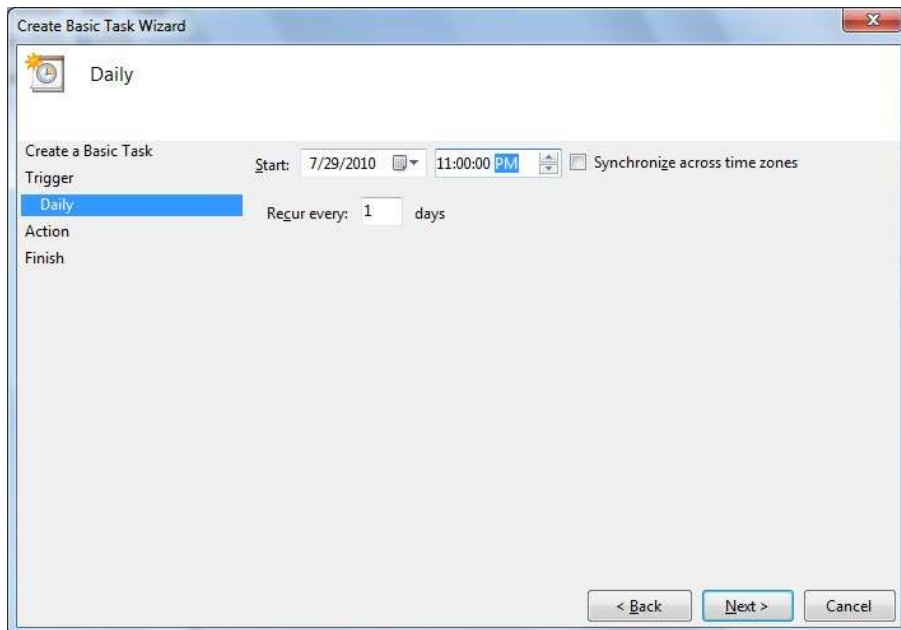
2. On the right side of the Task Scheduler, click “Create Basic Task...”.



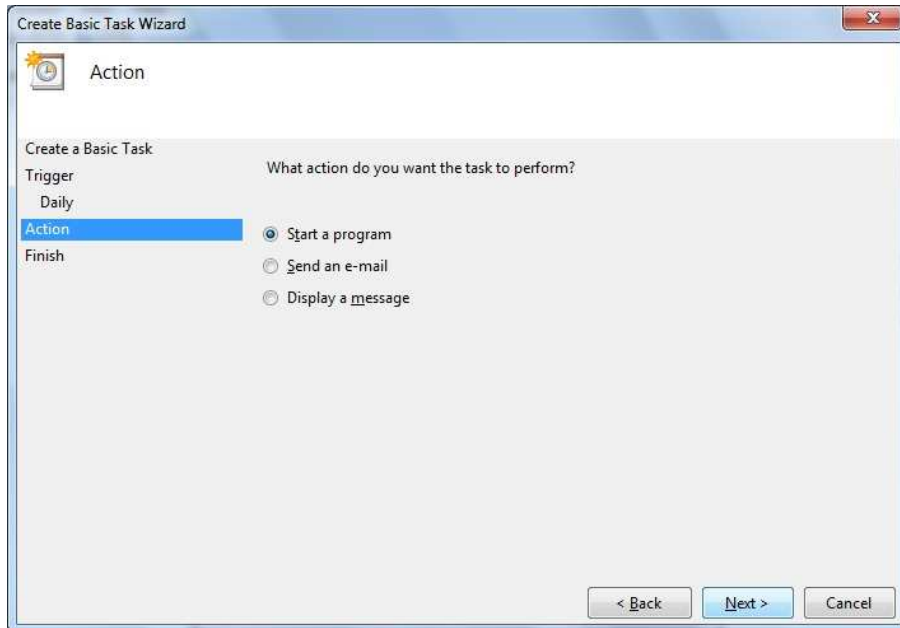
3. For name, type “BSMGR Scheduler”, then click Next.



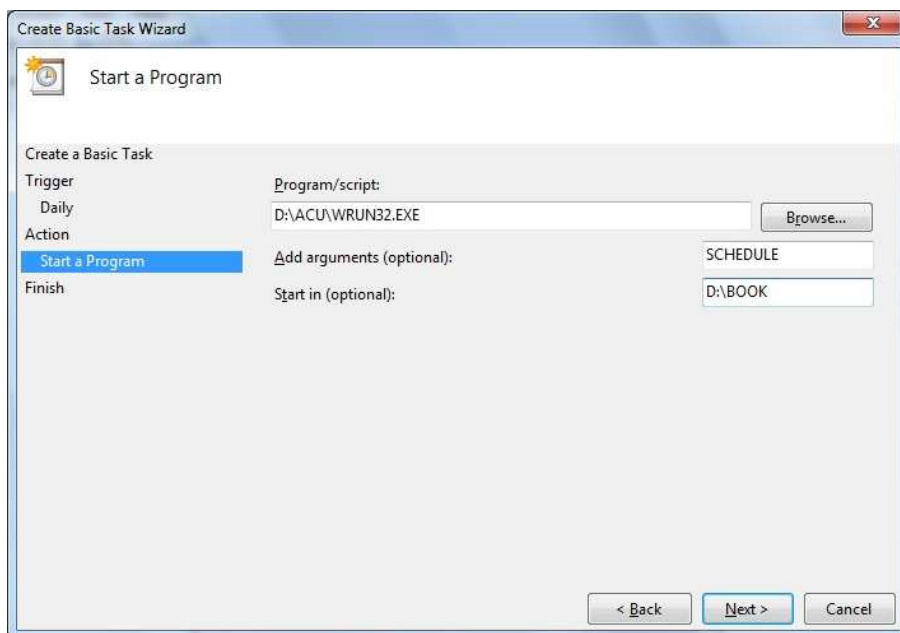
4. Click the radio button next to “Daily”, then click Next.



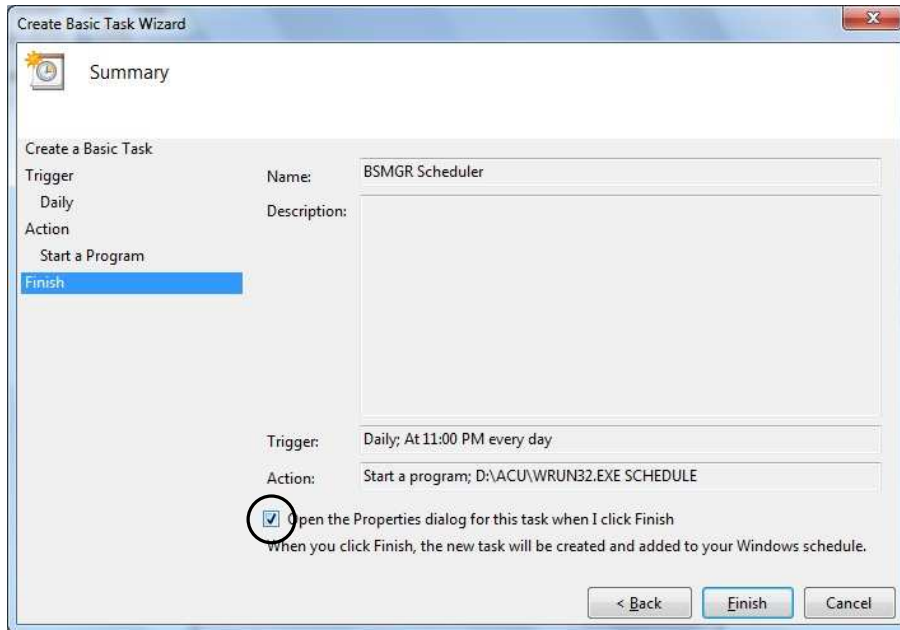
5. For Start Time, set the time to 11:00:00 PM, then click Next.



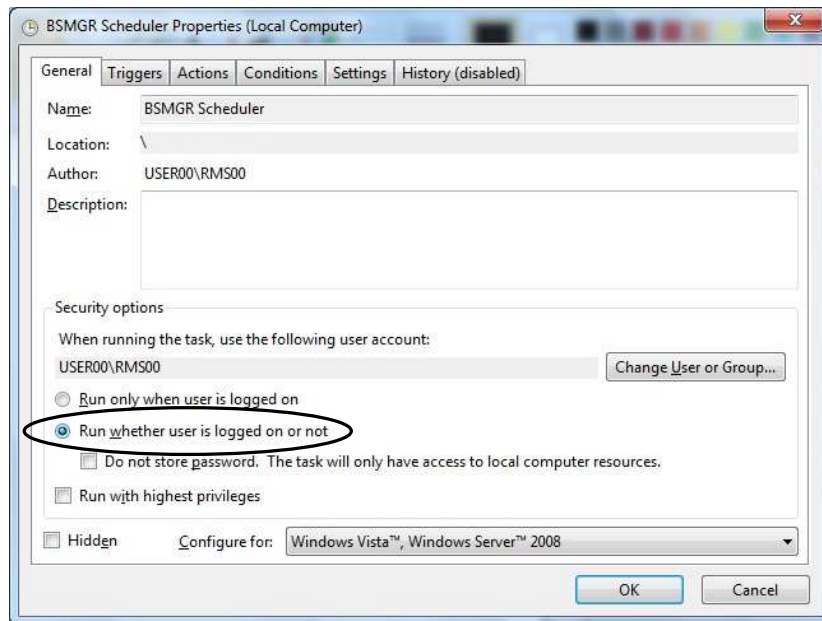
6. Click the radio button next to “Start a program”, then click Next.



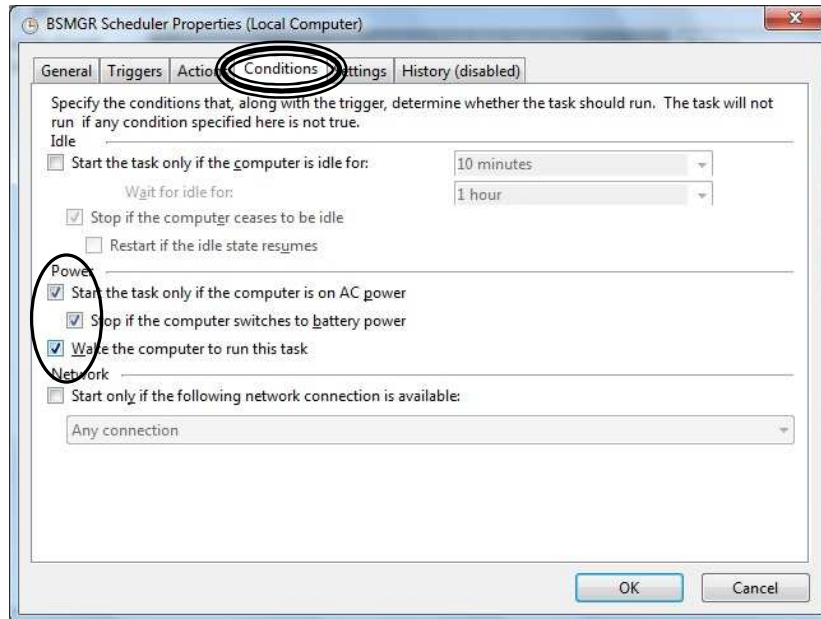
7. Under “Program/script”, type D:\ACU\WRUN32.EXE (assumes BSM is on D:).
 - a. Next to “Add arguments (optional)”, type SCHEDULE.
 - b. Next to “Start in (optional)”, type D:\BOOK.
8. Click Next.



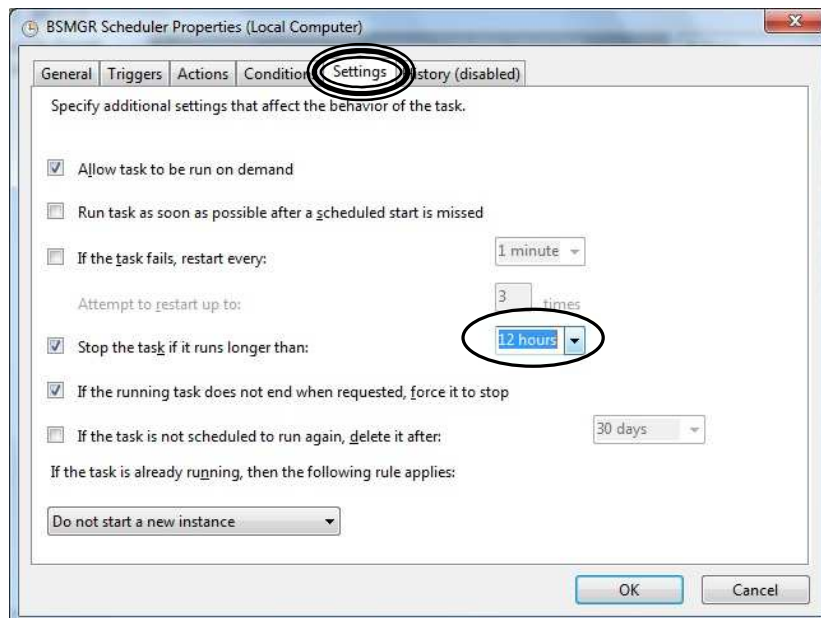
9. Check the box next to “Open the Properties dialog for this task when I click Finish”.



10. Click the radio button next to “Run whether user is logged on or not”.



11. Click on the “Conditions” tab.
 - a. Check the 3 boxes under Power.
 - i. Start the task only if the computer is on AC power.
 - ii. Stop if the computer switches to battery power.
 - iii. Wake the computer to run this task.

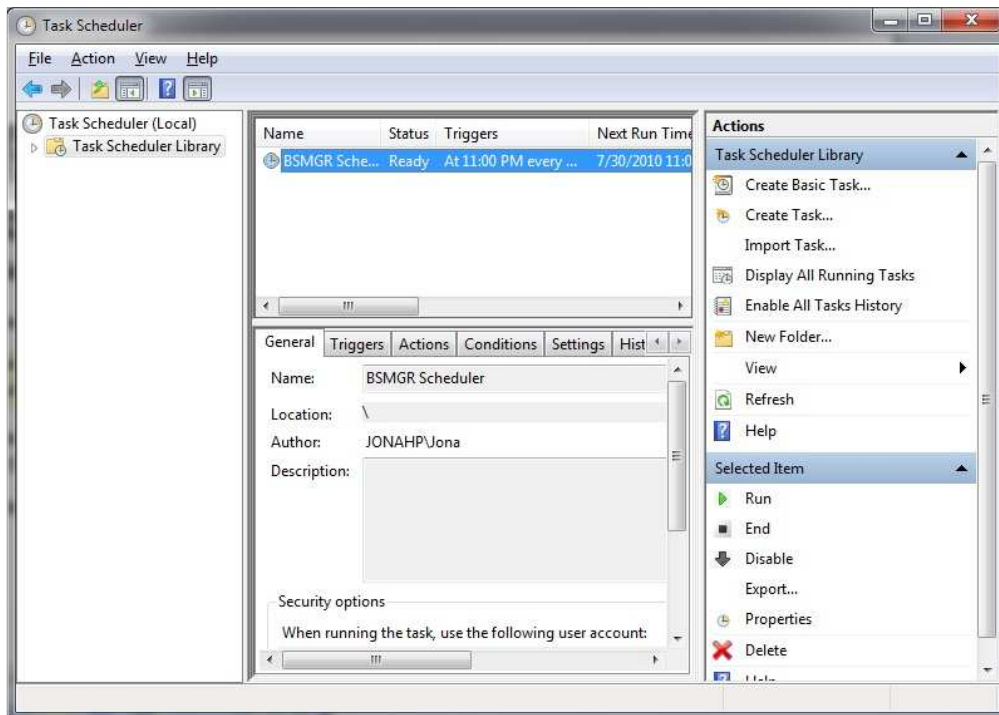


12. Click the “Settings” tab.
 - a. Click the drop down box next to “Stop the task if it runs longer than:” and select 12 hours.

13. Click OK.



14. If you are prompted for your user name and password, enter it and press OK.
- a. User must have password and Administrative privileges.



15. You should now see the BSMGR Scheduler listed.