



Manage Jobs

This section explains the following:

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Manage Jobs

Cisco Prime Collaboration Assurance allows you to view the details of all immediate and scheduled jobs in the Jobs pane. The manually scheduled jobs are discovery, update inventory, and import conferences. The polling jobs are triggered based on user-configured values.

[Table 1: Job Details](#) describes the fields that are displayed on the **Job Management** page (**System Administration > Job Management**). To get the latest information, refresh the page.

Table 1: Job Details

Field	Description
Name	Description of the job as defined in the Cisco Prime Collaboration Assurance server.
Type	Indicates the type of the job.
Description	Describes the job.

Field	Description
Status	<p>Status of a job. It can be:</p> <ul style="list-style-type: none"> • Completed—Job has completed. If a job has completed, it does not necessarily mean that the job has been successful. There may be instances, where the job might have failed to run on a few devices. You can view the job details in the Job Instances table by clicking the arrow on the far left of the page. • Cancelled—Job has been cancelled. You can cancel a scheduled job. However, you cannot cancel a running job or a system job (for example, a polling job). • Scheduled—Job is scheduled to execute at a specific time. It can be scheduled to run at a single time or at several times-recurring job. • Suspended—Job is halted temporarily and can be later resumed for execution. • Running—Job is in execution.
Owner	User, who created the job. If it is a predefined system job, the creator is displayed as <i>SYSTEM</i> .
Job Start Time	Time when the job is scheduled to run for the first time.
Job End Time	Time up to which the job remains active. The job becomes inactive after running all scheduled instances of the job.
Next Scheduled Time	Start time of a subsequent job instance. This applies to a recurring periodic job. If it is either an immediate job or one-time job, the time displayed for Job Start Time and Next Scheduled Time is the same.
Schedule Type	Whether the job is scheduled to run at a periodic frequency or once.
Job Details Pane	
Run ID	If it is a periodic job, it displays the job instances count. If it is not a periodic job, it displays zero.
Status	Status of the job instance of the same job. Hover the mouse over the quick view icon in this column to view the job instance results.
Status Progress	Indicates the stage of the job and the percentage complete.

Field	Description
Results	Indicates the job was successful or a failure.
Start Time	Start time of a job instance of the same job.
End Time	End time of a job instance of the same job.
Duration	Time taken between the Start Time and End time of a job instance of the same job.



Note For more information on Purge Policies, see [Purge Policies Table](#).

Schedule a Job

You can schedule a job and set options using the **Schedule and Settings** tab under the **Job Details** pane.



Note The schedule and settings tabs are enabled for discovery jobs only. Discovery jobs can be scheduled through Inventory Management page only. You cannot schedule jobs in Job Management page.

You can only modify the schedule of discovery job that has one of the following status:

- Scheduled
- Failed

To schedule a job:

Procedure

Step 1 Choose a job under the Jobs pane, and click the **Schedule** tab under the Job Details pane.

Step 2 In Schedule Options, choose the start time, end time and recurrence.

You can set the recurrence to Daily, Weekly or Monthly to specify a day and frequency. You should select Hourly to schedule a job every few hours as needed.

The schedule is defined. If you set the recurrence to None, you cannot specify other frequency details.

You can configure the following types of intervals:

Table 2: Types of Intervals and their Schedule

Type of Intervals	Schedule
None	You cannot specify other frequency details.

Type of Intervals	Schedule
Hourly	Job begins at the specified start time for the first time and then at specified intervals, that is, for every few hours as specified (days:hours:minutes).
Daily	Job is completed once a day. Indicates the job starts every day at a designated time specified as HH:MM. For the time daily, the scheduler assumes a start time every day at a specified time.
Weekly	Job is completed once a week. Indicates that the job starts on a specified day of the week. Day of the week (dow) specified as one of the following: An integer such as 1 = Sunday, 2 = Monday, and so on. For example, The scheduler assumes a start time every Friday (if the selected day of the week is Friday) at a specified time.
Monthly	Job is completed once a month. Indicates the job starts on a specified day each month. If you specify either First, Second, Third, or Fourth the job is started on the specified week of the day every month. For example, For the time monthly, the scheduler assumes a start time on the specific week and on a specific day of every month at a specified time.

Step 3 Click the **Settings** tab and choose the options that follow.

The job runs according to the settings you have defined. The job status for that job is set to Scheduled in the Jobs pane.

Note CMEPhoneDiscovery and PhoneXML Discovery Job is scheduled at regular intervals, that is, every 4 hour(s). If the Recurrence is set to 'None' you cannot change it back to schedule but rather restart Cisco Prime Collaboration Assurance.

Step 4 Click **Save**.

Defining a Timetable

You can define a timetable in the scheduler to be used with one or more jobs. The scheduler considers the current time.

For example, if the current date and time is 2017/06/23, 13:48:00 IST, then jobs are started as follows:

Scheduler
Start Time: 2017/06/20 06:27 PM
Recurrence: Hourly
Every: 5 hours
Job Start Time: 2017-Jun-20 13:27:00 IST
Next Scheduled Time: 2017-Jun-20 15:27:00 IST

The job runs once at the Job Start Time.

The next scheduled time of a job does not depend on the hour(s) of the Start Time. It takes the next immediate multiple of the number of hour(s). The sequence of the Next Scheduled Time of this job will be as follows -

1. 2017-Jun-20, 15:27 hours (Next Scheduled Time)
2. 2017-Jun-20, 20:27 hours (15:27 + 5)
3. 2017-Jun-21, 00:27 hours (Time resets to 00:27 hour(s))
4. 2017-Jun-21, 05:27 hours (00:27 + 5 = 05:27)
5. 2017-Jun-21, 10:27 hours (05:27 + 5 = 10:27)



Note The scheduler will not begin the next occurrence of a job before the last one completes.

For example, if you have scheduled a job to be completed at one-minute intervals beginning at 22:00; but the job requires two minutes to complete. The scheduler starts the first job execution at 22:00, actual completion at 00:02.

Cancel a Job

You can cancel a discovery job that is in the **Scheduled** state, using **Cancel Job**. However, you cannot cancel a job if its status is one of the following:

- Cancelled
- Completed
- Failed
- Running

Also, you cannot cancel the following jobs:

- Polling—Any job starting with the word *Polling*; for example, *Polling_CTS-HEALTH_*, *Polling_TelepresenceSystem_*, *Polling_CtsMAN-HEALTH_*, and so on).
- Purging—Any job starting with the word *Purging*.


Predefined Quick Filters

Cisco Prime Collaboration Assurance supports the following predefined quick filters:

- All Discovery Jobs—An example of a discovery job is `DiscoveryFrmBackgroundPathtrace`. Discovery jobs are listed when you perform device discovery or rediscovery or update inventory tasks, by using

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Inventory > Inventory Schedule > IP Phone Inventory Schedule.

You can view the Job Instance Result—Hover your mouse pointer on values in the Run ID column on the Job Details pane and click the Quick View icon  to view the Total Device Summary and Endpoint Device Summary.

- All Polling Jobs—An example of a polling job is `MCU_Conference_Import`. Polling jobs are automatically created at system setup.
- All Report Jobs—Report jobs are listed when a report is run.
- All Session Import Jobs—An example of a session import job is `MNGD_Synch_CtsMAN-MEETING`. Sessions are imported from Cisco TMS. A separate job is created for each of these management applications.

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All Conference Import Jobs—An example of a conference import job is `MNGD_Synch_TMS-MEETING`. Conferences are imported from Cisco TMS. A separate job is created for each of these management applications.

- All System jobs—System-generated jobs such as discovery, polling, and so on. System-generated jobs are listed as soon as the system performs a job.
- All User Jobs—An example of a user job is `RediscoverDevices_1347339631540`. User jobs are listed as soon as a user runs a job.
- Jobs Run in Last 24 Hours—An example of a job run in the last 24 hours is `Discovery 2012-Sep-13 10:32:40 UTC`. Lists all jobs whose last complete time (the last run instance) is within the last 24 hours (from the current time).

Related Topics

[Discover Devices](#)