



Managing Events

Access: WAE Coordinated Maintenance > Maintenance > Maintenance Events tab

The Maintenance Events table gives you a full view of all events, their status, and the status of their evaluations. From here you can add new events, view event details and evaluation results, unschedule events, re-run evaluations, delete events, and stop evaluations that are in progress.

To keep the table updated with your event and evaluation changes, select the Keep Data Current option. However, to refresh the table with data from all users, click the Refresh icon in the tab.

Event Status

The Event Status identifies the event's standing in the process.

- **Active**—This scheduled event is in progress. That is, the start day and time has begun, but the duration interval has not yet ended.
- **Expired**—The event is saved, but the end day and time for the event has passed. If you wish to schedule this event again, you must re-evaluate it with new Start and Duration parameters.
- **New**—The event has not been saved as pending or scheduled. If you attempt to save it as scheduled and if there have been new events saved that overlap this event's time slot since you ran the evaluation, you must re-run the evaluation prior to saving.
- **Pending**—The event is saved, but not scheduled. Pending states occur because you saved an event that way, because a re-evaluation failed, or because a blackout window was scheduled over the event. To schedule a pending event, you must re-evaluate it.

While an event is being re-evaluated, its status temporarily changes to Pending.

- **Scheduled**—This event is scheduled for maintenance and is currently being considered in all event evaluations. If an event is scheduled, you can re-evaluate it by clicking on the check-mark icon, or you can unschedule it by clicking on the eye icon.

Start and Stop Times

These columns identify the start and stop times for the events in the local time zone. If you are running an evaluation in the background and if you selected to have the application return recommended time slots, this column says TBD.

Evaluation Status and Validation

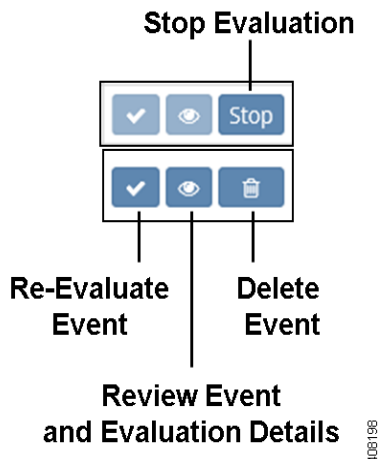
The Evaluation Status identifies the status of the evaluation process.

- Complete—The evaluation has completed.
- Queued—The first test within the evaluation has not yet started, but is queued to start.
- In progress—The evaluation is currently running. If the evaluation is in progress, periodically check back to see if it failed or passed its evaluation so that you know whether and when to schedule it.
- Empty—This is a new event that has not yet been evaluated.

The Validation value identifies whether the evaluation passed or failed. No event can be scheduled until its Validation value shows Pass. If this column is empty, then no evaluation has been run.

Available Tasks

All actions that you can take from the Maintenance Events table are available via icons on the far right.



To...	Click the...
Re-evaluate a pending or scheduled event.	Check-mark icon
Stop an evaluation that is in progress or cancel a new event.	Stop icon
Delete an event.	Trash can icon
View event details, such as which objects are being taken down, and view the results of the evaluation tests. Note that the Event Status and Evaluation Status dictate a number of actions that can be taken from the View page. For information, see the Viewing Events and Reading Evaluation Reports chapter.	Eye icon
Add an event; for more information, see the Adding Events chapter.	+Add Event link
View existing blackout windows or create a blackout window.	Blackout Windows tab