



Managing Schedules

This chapter contains the following topics:

- [Overview of Managing Schedules, page 1](#)
- [Creating Schedules, page 1](#)

Overview of Managing Schedules

Defining a schedule allows you to defer certain tasks to occur at a different time. For example, tasks such as firmware updates or server discovery can be scheduled to run at a pre-defined time or at a pre-defined frequency. You could schedule tasks during off-peak hours where the workloads on servers are low.

Creating Schedules

Perform this procedure when you want to create a new schedule.

Procedure

Step 1 From the menu bar, choose **Policies > Manage Schedules**.

Step 2 Click **Add**.

Step 3 In the **Create Schedule** dialog box, complete the following:

Field	Description
Schedule Name field	Enter a name for the schedule task.
Enable Schedule check box	Check this check box to enable a schedule. By enabling or disabling a schedule (using the Enable or Disable options), you can enable or disable the tasks associated with the schedule from running.
Scheduler Type radio button	Select this radio button to choose a one time or recurring schedule frequency.

Field	Description
Schedule Time field	Select the day from the calendar, hours and minutes from the drop-down lists, and AM or PM radio buttons. Note The schedule time is based on the time on the appliance. However, the time zone is of the local client browser.

Step 4 Click **Submit**.

Step 5 In the **Submit Result** dialog box, click **OK**.

What to Do Next

- You can select an existing schedule and modify, delete, or view scheduled tasks. **View Scheduled Tasks** displays a report which allows you to view the status of the upgrade firmware and auto discovery tasks you associated with the schedule while [Upgrading Firmware](#) or [Auto Discovering Servers](#).
- You can select one or more tasks associated with the schedule and disassociate them from the schedule using the **Remove Scheduled Tasks** option.