



Job Monitoring Dashboard



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Chapter 1

Overview

Topics:

- [Overview of Job Monitoring Dashboard](#)
- [Access the Job Monitoring Dashboard](#)

Overview of Job Monitoring Dashboard

The Job Monitoring Dashboard page provides information about the status of the jobs that are scheduled from different APM modules.

Access the Job Monitoring Dashboard

About This Task

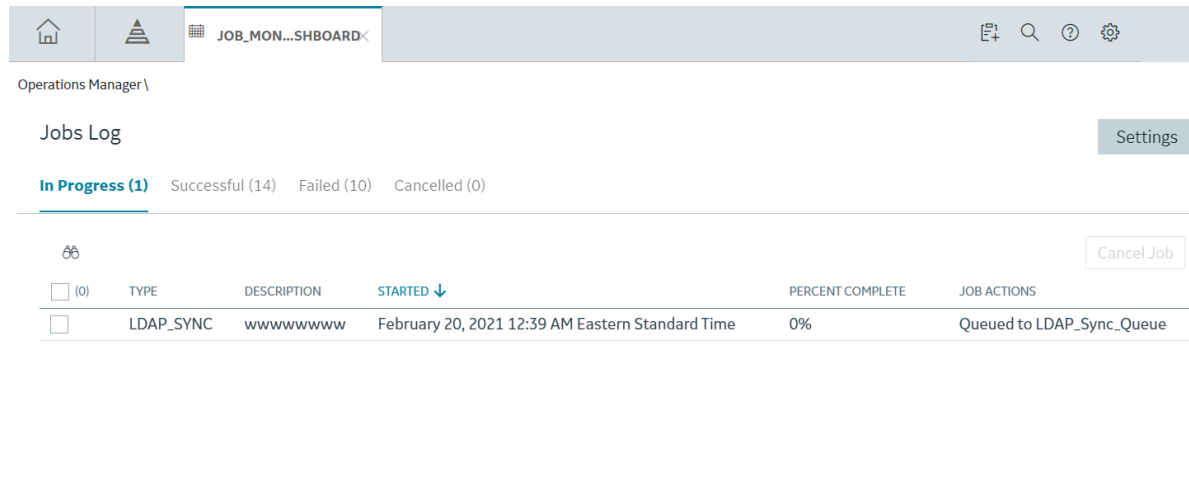
This topic describes how to access the Job Monitoring Dashboard page, on which you can view the status of the scheduled jobs.

You can cancel the scheduled jobs or purge data on this page based on the Security Groups you are assigned.

Tip: For more information, refer to the [Configure Job Monitoring Dashboard](#) topic for this module.

Procedure

In the **Applications** menu, navigate to **ADMIN > Operations Manager > Job Monitoring Dashboard**. The Job Monitoring Dashboard page appears, displaying the list of scheduled jobs based on the current job status.



Based on the status, the jobs are available in any one of the following sections:

- **In Progress**
- **Successful**
- **Failed**
- **Cancelled**

Tip: You can refer to the [Schedule Statuses](#) topic to get more information on different sections.

Chapter 2

Schedule Jobs

Topics:


- [Schedule a Job](#)
- [Modify a Scheduled Job](#)

Schedule a Job

About This Task

You can schedule a job to run one-time, or on a recurring basis.

Procedure

1. Access the job page in the module for which you want to schedule the job.
2. In the page, select the **Enable schedule rebuild** check box.
3. Select .
The **Edit Schedule** window appears.
4. In the **Repeat Interval** box, specify how often the job should run. Select one of the following options:
 - **One Time:** If you want to run the job at a specific date and time.
 - **Minutes:** If you want to run the job on a recurring basis at an interval specified in minutes. The maximum interval that can be specified is 60 minutes.
 - **Hourly:** If you want to run the job on a recurring basis at an interval specified in hours. The maximum interval that can be specified is 24 hours.
 - **Daily:** If you want to run the job on a recurring basis at an interval specified in days. The maximum interval that can be specified is 366 days.
 - **Weekly:** If you want to run the job on a recurring basis at an interval specified in weeks. The maximum interval that can be specified is 53 weeks.
 - **Monthly:** If you want to run the job on a recurring basis at an interval specified in months. The maximum interval that can be specified is 99 months.
 - **Yearly:** If you want to run the job on a recurring basis at an interval specified in years. The maximum interval that can be specified is 5 years.
5. Modify the, **Next Occurrence**, **Start Date** and **End Repeat** fields as per the table below.
Based on the option you selected in the **Repeat Interval** field, you need to further select the fields in this table.

Repeat Interval	Next occurrence	Start date	End Repeat
One Time	NA	Specify the date and time at which you want to run the job.	NA
Minutes	In the Repeat Every box, specify the interval in minutes.	Specify the start date and time at which you want the first instance of the job to run.	Select one of the following options: <ul style="list-style-type: none"> • Never: If you want the scheduled job to run indefinitely. • After: If you want to end the scheduled job after a specified number of occurrences. • Date: If you want to end the scheduled job on a specified date and time.
Hourly	In the Repeat Every box, specify the interval in hours.		
Daily	In the Repeat Every box, specify the interval in days.		
Weekly	a. In the Repeat Every box, specify the interval in weeks. b. In the Repeat On box, select the days on which you want to run the job.		
Monthly	<ul style="list-style-type: none"> • In the Repeat Every box, specify the interval in months. Based on the specified interval, you can also specify the recurrence in any of the following ways: <ul style="list-style-type: none"> • On specified days of a month. • On specified days of specified weeks in a month. 		
Yearly	<ul style="list-style-type: none"> • In the Repeat Every box, specify the interval in years. Based on the specified interval, you can also specify the recurrence in any of the following ways: <ul style="list-style-type: none"> • On specified months of a year. • On specified days of specified weeks of specified months in a year. 		

Note: For all recurring interval types, the **After last occurrence** option has been deprecated.

6. In the **Timezone** box, specify the time zone that will be used to run the scheduled job.

Note: If you do not want the time of the scheduled jobs to be adjusted based on Daylight Savings Time, select the **Disregard Daylight Savings Time** check box.

7. In the **Description** box, enter a description of the scheduled job.
Based on the specified schedule, the **Summary** section is populated with the following information:
 - Date and time of first run of the job
 - Recurrence schedule
 - Date and time of last run of the job
8. Select **Save**.

The job is scheduled to run at the specified interval.

Tip: You can refer to the [Scheduling Examples](#) topic to get more information on different scheduling intervals with examples.


Modify a Scheduled Job

About This Task

You can modify the repeat interval duration, occurrence time and time zone of a job that was already scheduled.

Procedure

1. Access the job page in the module for which you want to modify the schedule.

The current schedule of the job will be available next to the  icon.

2. Select .

The **Edit Schedule** window appears.

3. Modify the schedule as per your requirement.

Note: For information on the fields available in the **Edit Schedule**, refer to the [Schedule a Job](#) topic.

4. Select **Save**.

The job is rescheduled to run at the specified interval.

Tip: You can refer to the [Scheduling Examples](#) topic to get more information on different scheduling intervals with examples.

Chapter 3

Configure Job Monitoring Dashboard

Topics:

- [Configure Dashboard Settings](#)

Configure Dashboard Settings

About This Task

You can configure the Job Monitoring Dashboard settings to cancel a scheduled job and set the purge duration.

Procedure

1. [Access the Job Monitoring Dashboard page](#) .
2. Select **Settings**.
The **Settings** window appears.
3. In the **Purge Data** section, select the time after which you want to delete the scheduled logs data.

Note: The default purge duration is 6 months.

4. In the **Cancellation Reason** section, select one of the following options:
 - **Required:** If you want the Cancellation Reason to be a mandatory field while cancelling a scheduled job.
 - **Optional:** If you want the Cancellation Reason to be an optional field while cancelling a scheduled job.
5. Select **Save**.
The configuration is saved.

Note: You can access the Settings option only if you are a Super User or MI foundation administrator.

Chapter 4

Monitor Jobs via the Job Monitoring Dashboard

Topics:

- [Download Job Logs](#)
- [Cancel a Job](#)

Download Job Logs

About This Task

You can download the log files for the scheduled jobs to get more information about the job. The download option is available for the job that are completed successfully, failed, or cancelled.

Procedure

1. Access the [Job Monitoring Dashboard](#) page.
2. Based on the status of the job for which you want to download the log file, navigate to the respective section. For example, if your job is completed successfully, select the **Successful** tab.
3. In the row containing the job, select **Download** in the **Download Log** column.
The job log is downloaded in .CSV format and contains detailed information about the scheduled job.

Cancel a Job

About This Task

You can cancel a job that is already in progress. Cancel option is accessible only if you have administrator privileges. Cancellation of jobs is based on the module settings.

Procedure

1. Access the [Job Monitoring Dashboard](#) page.
2. In the **Successful** section, select the check box corresponding to the job that you want to cancel.
3. Select **Cancel Job**.
The **Cancellation Reason** window appears.
4. Write the reason for cancellation, and then select **Cancel**.
The scheduled job is cancelled.

Note: You can cancel only ASI Package job currently.

Chapter 5

Job Migration

Topics:

- [Job Migration](#)

Job Migration

To maintain continuity, all the scheduled jobs in current version will be migrated to newer versions.

Note:

- When the Scheduler dashboard logs are migrated, the last 100 logs for all the job types are also migrated.

Chapter 6

Reference

Topics:

- [Job Execution Services](#)
- [Schedule Statuses](#)
- [Family Field Descriptions](#)
- [Examples](#)

Job Execution Services

This topic lists the Windows services that APM uses for job execution, and the job type each service handles. You can start or stop the Windows service based on your requirement. You can configure the `MaxConcurrencyPerTenant` value in the `appsettings.global.json` file.

Table 1: Job Execution Services

Service Name	Supported Job Types	Output in Job Monitoring Dashboard	MaxConcurrencyPerTenant
Meridium Job Executor	Export Untranslated Strings	The exported translation excel file can be downloaded	NA
	LDAP sync	NA	5
	Export	The exported zip file can be downloaded	NA
	Import	NA	NA
	SSRS bulk print	The exported zip file can be downloaded	NA
	SSRS bulk cleanup	NA	NA
	Strategy Rule	NA	NA
	KPI bulk update	NA	NA
	KPI update	NA	NA
APM.Service.QueryExport	Background Query export to Excel job	NA	NA
Meridium.Service.ExtensionJobs	Reference document cloud storage job	NA	10
	Reference Document upload	NA	10
Meridium.Service.Search	Global Search Rebuild	NA	NA
MIExecution Service	Risk Based Inspection	NA	5
	Inspection Management	NA	5
	Integrity Mobile	NA	5
	Thickness Monitoring	NA	5
	Compliance Management	NA	5
Meridium.Service.AsiExecution	ASI Package	NA	5
Meridium.Service.AsmExecution	ASM Strategy	NA	5
	ASM Template	NA	5
	ASM Export	The exported zip file can be downloaded	1

Service Name	Supported Job Types	Output in Job Monitoring Dashboard	MaxConcurrencyPerTenant
Meridium.Service.AsmImpExecution	ASM Overview	NA	1
	ASM Implementation	NA	1
	Recommendation	NA	10
Meridium.Service.AsmSysExecution	System Strategy	NA	10
Meridium.Service.RcmAcaExecution	ACA Overview	NA	1
	ACA Analysis	NA	5
	RCM FMEA	NA	5
	RCM FMEA Export	The exported zip file can be downloaded	1
	ACA Export	The exported zip file can be downloaded	1
Meridium.Service.ReliabilityExecution	RCA Alert	Short job description. For example: <ul style="list-style-type: none"> For Preserve Record For RCA Recommendation For RCA Logic Tree - Verification For RCA Recommendation Reevaluation 	NA
	RCA Tracking Alert Job	For RCA Tracking Item Alert	NA
	RCA Upgrade Job	For RCA inline Upgrades	NA
	ASODelete	For deletion of ASO and System Reliability analysis	NA
Meridium GAA Wind Event Import Service	Event Import Job	The log file can be downloaded	16
	Report Generation Job	The log file can be downloaded	16
Meridium.Service.GAA	Bulk Generation Job	The log file can be downloaded	5
	Import Job	The log file can be downloaded	5
	GAA Upgrade Job	The log file can be downloaded	5
Meridium.Service.eLog	Recommendation Alert Job	The log file can be downloaded	16
Rounds Pro Service	Rounds Pro (Route Instance creation Job)	The exported zip file can be downloaded	16
Meridium.Service.SafetyExecution	SIS Management	The log file can be downloaded	10

Service Name	Supported Job Types	Output in Job Monitoring Dashboard	MaxConcurrencyPerTenant
Policy Execution Service	Execution History Cleanup	N/A	N/A
	Policy Instance References Cleanup	N/A	N/A
Policy Trigger Service	Policy Trigger Job	N/A	N/A

Schedule Statuses

The Job Monitoring Dashboard page shows the status of the various jobs that are scheduled in the APM system.

The Job Monitoring Dashboard page contains the following sections:

- **In Progress:** When a job is running, it appears in the **In Progress** section. On completion of the scheduled run process, the result is either Successful or Failed.
 - Note:** At any given time, only five scheduled jobs will be running. The other jobs will be in queue.
- **Successful:** If the scheduled job completes without any errors, the job appears in the **Successful** section.
- **Failed:** If the scheduled job fails due to an error occurs, the job appears in the **Failed** section. This section also displays the error details.
 - Note:** If a job stops due to server failure or shut down, then the schedule status is displayed as Failed.
- **Cancelled:** If the scheduled job is cancelled by the user, the job appears in the **Cancelled** section.

Family Field Descriptions

The following table lists the fields that are available in the **In Progress**, **Successful**, **Failed**, and **Cancelled** sections of the Job Monitoring Dashboard page.

Fields	Type	Description	Behavior and Usage
Cancelled	Date	The time at which the scheduled job was cancelled.	The field is automatically populated based on the time when the job was cancelled. You can sort the cancelled jobs in ascending or descending order based on the time at which it was cancelled.
Reason for Cancellation	Text	The reason specified when cancelling the job.	The field is automatically populated based on the input provided as the reason for cancellation while cancelling the job.

Fields	Type	Description	Behavior and Usage
Description	Text	The description that you have provided for the scheduled job.	The field is populated automatically based on the description that you have provided for the job. Tip: It is recommended that you provide the name of the job for which you are scheduling an operation.
Download Log	N/A	The log for the jobs that are completed.	You can select the download button () to download the log file for the scheduled jobs that are completed and are in a Successful, Failed, or Cancelled state.
Error Details	Text	The details of the error.	This field appears in the Failed section and is automatically populated.
Next Execution	Date	The time at which the next occurrence of the job is scheduled.	This field appears in the Successful and Failed sections and is automatically populated. You can sort the scheduled jobs in ascending or descending order based on the next occurrence time.
Percent Complete	Number	The percentage completion of the scheduled job.	This field appears in the In progress section and is automatically populated.
Runtime (Seconds)	Number	The time taken for the completion of a scheduled job.	This field appears in the Successful section and is automatically populated.

Fields	Type	Description	Behavior and Usage
Started	Date	The time at which the schedule process started.	The field is automatically populated based on the schedule defined for the job. You can sort the scheduled jobs in ascending or descending order based on the start time.
Type	Text	The type of job that is scheduled.	The field is automatically populated based on the schedule that you have defined for job. For example, if you have scheduled a KPI to be updated at a particular time period via the Schedule, Alerts and Privileges section, then the In Progress section displays the type as KPI.

Examples

This topic contains some scenarios that will help you understand the scheduling interval.

Scenario 1: Run a weekly job

This example explains how to schedule a weekly job. For this example, let us consider the following requirements for the weekly job:

- The first instance of the job must run on 21st December 2020 at 10:30 PM PST (UTC -08:00).
- After the first instance, the job must run every two weeks on Mondays and Wednesdays.
- The scheduled job must stop after 10 occurrences.

To schedule a job as per these requirements, you must configure the following options in the **Edit Schedule** window:

1. In the **Repeat Interval** box, select **Weekly**.
2. In the **Next Occurrence** section, in the **Repeat Every** box, enter 2.
3. In the **Repeat On** box, select the check boxes corresponding to Monday and Wednesday.
4. In the **Start Date** box, specify the first instance of the job using the clock option. In this case, the start date must be 12/21/20 10:30 PM.
5. In the **End Repeat** section, select **After**, and then specify 10 in the box.
6. In the **Timezone** box, set the Time Zone to (UTC-08:00) Pacific Time (US & Canada).
7. Verify the **Summary** section.
8. Select **Save**.

The job is scheduled to run on 21st December 2020 at 10:30 PM PST, and then occurs every 2 weeks on Monday and Wednesday, and ends after 10 occurrences.

Scenario 2: Run a monthly job

This example explains how to schedule a monthly job. For this example, let us consider the following requirements for the monthly job:

- The job must run on the first Monday of every month.
- The first job must run on 1st March 2021 at 9:00 AM PST (UTC -08:00).
- There is no end date specified for the job.

To schedule a job as per these requirements, you must configure the following options in the **Edit Schedule** window:

1. In the **Repeat Interval** box, select **Monthly**.
2. In the **Next Occurrence** section, select the third radio button so that you can specify a month, week, and day for the scheduled job.
3. Specify the following details:
 - **Repeat Every:** 1 Month(s) of
 - First Week
 - On Monday
4. In the **Start Date** box, specify the first instance of the job using the clock option. In this case, the start date must be 03/01/21 9:00 AM.
5. In the **End Repeat** section, select **Never**.
6. In the **Timezone** box, set the Time Zone to (UTC-08:00) Pacific Time (US & Canada).
7. Verify the **Summary** section.
8. Select **Save**.

The job is scheduled to run on 1st March 2021 at 9:00 AM PST, and then occurs on the first Monday of every month.

Scenario 3: Run a yearly job

This example explains how to schedule a yearly job. For this example, let us consider the following requirements for the monthly job:

- The job must run on the last Friday of every year.
- The first job must run on 31st December 2021 at 9:00 AM PST (UTC -08:00).
- The schedule job must stop after 5 years.

To schedule a job as per these requirements, you must configure the following options in the **Edit Schedule** window:

1. In the **Repeat Interval** box, select **Yearly**.
2. In the **Next Occurrence** section, select the third radio button to specify a year, month, week, and day for the scheduled job.
3. Specify the following details:
 - **Repeat Every:** 1 Year(s) on
 - December on
 - Last Week
 - On Friday
4. In the **Start Date** box, specify the first instance of the job using the clock option. In this case, the start date must be 12/31/21 9:00 AM.
5. In the **End Repeat** section, select **After**, and then specify 5.
6. In the **Timezone** box, set the Time Zone to (UTC-08:00) Pacific Time (US & Canada).
7. Verify the **Summary** section.

8. Select **Save**.

The job is scheduled to run on 31st December 2021 at 9:00 AM PST, and then occur on the last Friday of every year.