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## Setting up a Windows Scheduled Task

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This guide will walk you through creating a Scheduled Task on Windows. Note that the design of Task Scheduler may vary from the version shown here depending on which version of Windows you're using.

## Using the batch file

The easiest way to configure the required Scheduled Task in Windows is to double-click on the schedule.bat file in your Deskpro install folder. Running the batch file will attempt to create the task for you.

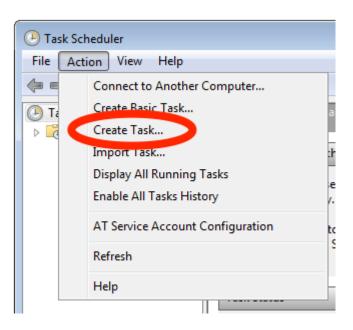
If the batch file method doesn't work:

## **Open the Task Scheduler**

- 1. Click the Start button and open Control Panel
- 2. Click on System and Security and then Administrative Tools
- 3. Open Task Scheduler

## Create a new Task

1. In the left pane make sure *Task Scheduler* is selected (the first item in the list). Then from the main menu choose *Action > Create Task*.



2. Enter a Name for this task such as "Deskpro" and then under Security Options ensure that "Run whether user is logged on or not" is selected. Note that the user that is running the scheduled task should be the same user that owns the files, or a user that has permission to write the Deskpro files. This is required for the automatic upgrader to function. While not recommended, the most permissive user you could enter is "SYSTEM".

🕒 Create Task				
General Trig	gers Actions Condit	tions Settings		
Name:	DeskPRO			
Location:	V			
Author:	CHRISTOPHER7863\Administrator			
Description:				
Security options				
When running the task, use the following user account:				
CHRISTOPHER7863\Administrator			Change User or Group	
O Burn I and a state of the sta				
<ul> <li>Run whether user is logged on or not</li> </ul>				
Do not not a set to a give a set will only have access to local computer resources.				
Run with highest privileges				
Hidden	Configure for:	Windows Vista™, Windows Server™ 2008	•	
			OK Cancel	

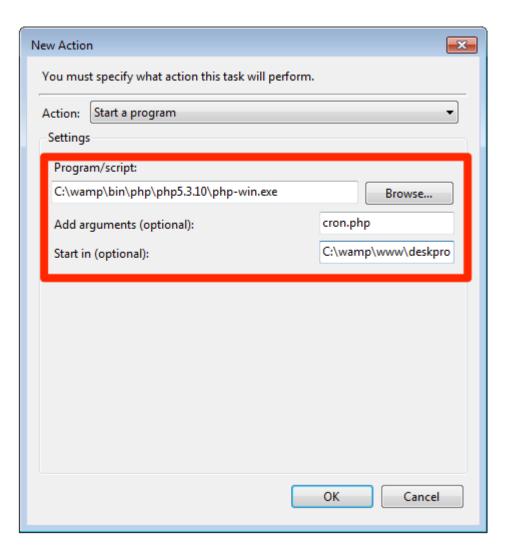
- 3. Switch to the "Triggers" tab at the top of window and then click the "New" button to add a new trigger.
- Enter the options as displayed below. In the "repeat task every" select box, the value "1 minute" is not a default option, but you can type in "1 minute". Set the task to repeat for a duration of **Indefinitely.**

New Trigger	×			
Begin the task: Settings	At startup 💌			
No additional settings required.				
Advanced settings				
Delay task:	for: 15 minutes			
Repeat task	k every: 1 minute - for a duration of: Indefinitely -			
Stop an romming costs at enu of repetition duration				
📄 Stop task if	f it runs longer than: 3 days 👻			
C Activate:	1/31/2013 🐨 5:38:37 PM 💌 Synchronize across time zones			
Expire:	1/31/2014 🗐 🔻 5:38:37 PM 🔺 🖸 Synchronize across time zones			
Enabled				
	OK Cancel			

- Select Stop task if it runs long than and enter "15 minutes". If you have the option If the running task does not end when requested, force it to stop, select that too.
- 6. Click **OK**.
- 7. Switch to the "Actions" tab and click the "New" button to add a new action.
- 8. Enter the options as shown below

- The "Program/script" should be the php-win.exe executable you have installed on the system. The path may be different than what is shown here.

- The "Start In" box should be the full path to the folder where you unzipped Deskpro. The path will be different than what is shown here.



9. You should now restart the computer for the schedule to start.