Managing Jobs

Prime Collaboration 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 sessions. The polling jobs are triggered based on user-configured values.

Table 7-1 lists the details that are displayed on the Jobs page (**Administration > Job Management**). To get the latest information, refresh the page.

Table 7-1   Job Details

Field	Description
Name	Description of the job as defined in the Prime Collaboration Assurance aor Prime Collaboration Provisioning server.
Type	Indicates the type of the job.
Description	Describes the job.
Status	Status of a job. It can be: • 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 *SYSTEM*.
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.

Field	Description
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.
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.

Scheduling 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 Device work center page only. You can not schedule jobs in Job Management page.

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

- Running
- Scheduled
- Failed

To schedule a job:

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.

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.

Cancelling 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

Prime Collaboration 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, either by using **Operate > Device Work Center > Discover Devices** or by selecting a device and clicking **Rediscover** or **Update Inventory**.

  You can view the Job Instance Result - Total Device Summary and Endpoint Device Summary by resting your mouse pointer on values in the Run ID column on the Job Details pane and clicking the Quick View icon. For more information, see Dissovering Devices in the *Cisco Prime Collaboration 9.0 Device Management Guide*.

- All Polling Jobs—An example of a polling job is MCU_Session_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 CTS-Manager and 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).