Managing Recurring and Onetime System Tasks

Accessing System Tasks

1. Click **Tools (the Toolbox)** then click **View System Task Logs.**
2. On the **Scheduled Tasks** page, there are two sections, Recurring tasks and Onetime tasks. From this screen we can see stats on when the task has run and how long it took to run. We can also enable or disable tasks from running.
3. Click the Enabled checkbox to toggle the system task
4. To view task logs, click on the **Logs** button to pop up a window that will will show details about the task.

> Please be aware, there are other settings that may be important to set correctly before enabling any system task.

Recurring Tasks

Task	Enabled	Next Fire Time	Last Fire Time	Frequency	Logs	Stats ❓	
GAE - INCIDENT image upload	✓ Enabled	1 hour ago	1 hour ago	Every 5 minutes	Logs 99+	0.22	8.43
GAE - VIOLATIONS image upload	✓ Enabled	1 hour ago	1 hour ago	Every 5 minutes	Logs 99+	0.28	11.68
Parking Logix Sensors	☐ Enabled	Never	Never	Every 5 minutes	Logs		
text2parkme /reminders.php	✓ Enabled	51 minutes ago	56 minutes ago	Every 5 minutes	Logs 99+	0.22	9.34
Vehicle Violation Update	☐ Enabled	1 month ago	1 month ago	Every 30 minutes	Logs 99+	0.97	5.82
Vehicle Violation Update	✓ Enabled	Now	Never	Every 30 minutes	Logs		
Violation Notices	☐ Enabled	8 months ago	Never	Runs at 09:10 pm	Logs		

Recurring Tasks

Task	First Fire Time	Last Fire Time	Status	Logs	Stats ❓	
Invoice Generation: 602e8010c9920	2 months ago	2 months ago	Completed	Logs 1	10.23	10.23
Invoice Generation: 5c755c8608933	Never	Never	Completed	Logs		
Invoice Generation: 5c7067cd70693	Never	Never	Completed	Logs		
Invoice Generation: 5c7064d97647f	Never	Never	Completed	Logs		
Invoice Generation: 5c7064d0e1e43	Never	Never	Completed	Logs		
Invoice Generation: 5c706408c16a9	Never	Never	Completed	Logs		
Permit Rollover: 5aff13eb4fa8a	Never	Never	Completed	Logs		

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Revision #6
Created 22 May 2024 09:05:40
Updated 22 May 2025 14:22:27 by Shannon Jones