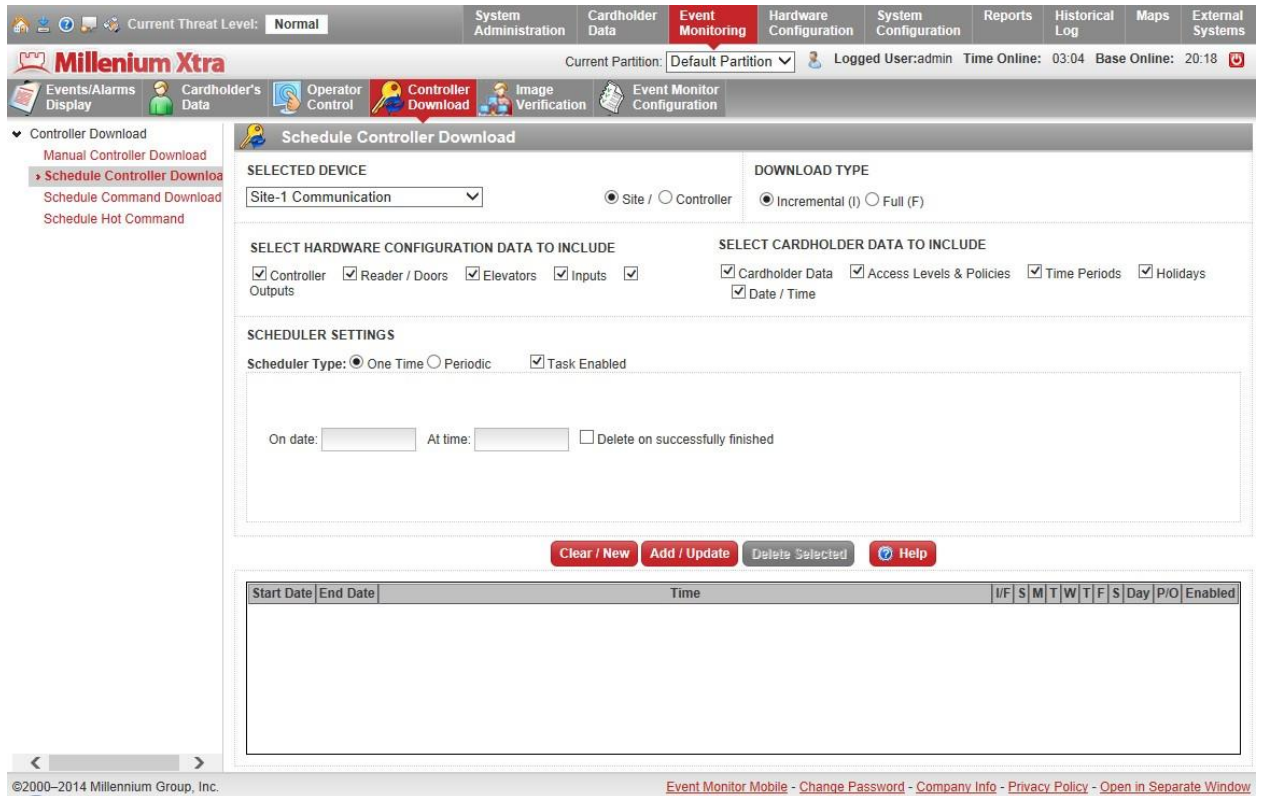# How to set up schedules in Millennium Xtra

To set up Schedule for Controller Download:

1. Go to the Event Monitoring -> Controller Download -> Schedule Controller Download

2. Select the device type you want to download – Site or Controller. Select the particular device.

3. Select the download type – Incremental or Full. An Incremental download will download only changes made since the last download.
   Note that the Full Cardholders download icon will delete all cardholder data from hardware and download it again. The doors might be inaccessible during a Full Cardholders download.

4. Select the data that you want to download

5. Set up the schedule settings.

   Select the scheduler type – One Time or Periodic.

   For a One Time schedule you need to specify the Date and Time when the action should occur. Also you can check the option "Delete on successfully finished".

   For a Periodic schedule you need to specify following options:

   Start Date – schedule beginning date

   No end date – if it is checked, the schedule repeats endlessly. If it is not checked – you need to specify the end date.

   Run on a day – select the days of a week when the action should occur. Or, select day of month.

   Occurs – select 'Once At:' and the enter time or select 'Every:' and set the periodicity (in hours or minutes) and the start /end time.

6. Click **Add / Update** button to add schedule to a list of schedules and save changes

7. To create a new schedule click **Clear / New** button.

To set up a schedule for Command download:

1. Go to the Event Monitoring -> Controller Download -> Schedule Command download

2. Select the device type in which you want to send the command to. Select the command to send and point.
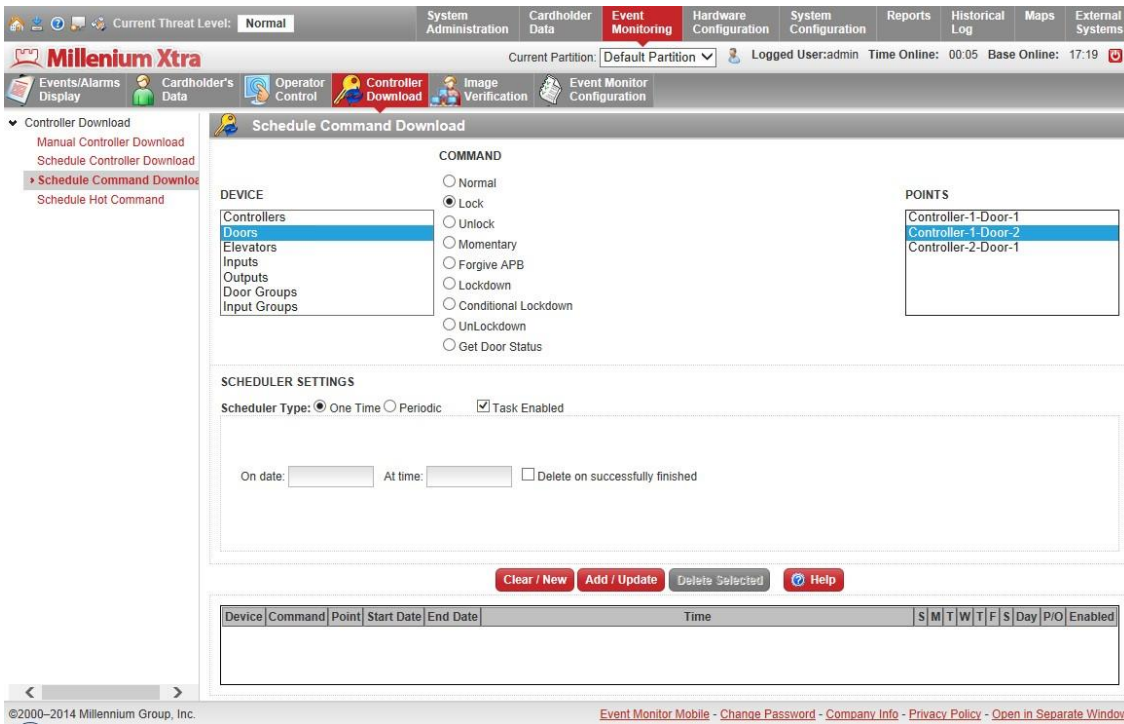
3. Setting up the schedule settings.

Select the scheduler type – One Time or Periodic.

For a One Time schedule, you need to specify a Date and Time when the action should occur.

Also you can check the option "Delete on successfully finished".

For a Periodic schedule you need to specify the following options:

Start Date – schedule beginning date

No end date – if it is checked the schedule repeats endlessly. If not checked – you need to specify an end date.

Run on a day – select days of week when action should occur. Or select day of month. Occurs – select 'Once At:' and enter the time or select "Every" and set the periodicity (in hours or minutes) and the start / end time.

SCHEDULER SETTINGS

Scheduler Type: ○ One Time ● Periodic   ☑ Task Enabled

Start Date: 5/15/2014   ☑ No End Date

RUN ON DAY

☐ Sunday ☑ Wednesday ☐ Saturday
☑ Monday ☑ Thursday   ○ Day of Month
☑ Tuesday ☑ Friday   1

OCCURS

Every: ☑ 1 ▲▼ Hour(s) ☑ Starting at: 10:00:00 AM
                                    Ending at: 05:00:00 PM

4. Click **Add / Update** button to add the schedule to a list of schedules and the save changes

5. To create a new schedule click **Clear / New** button.

Set up Schedule for Hot Commands

Setting up a schedule for Hot Command download is very similar to a Controller / Command download.

Select the Hot Command you want to execute and set up Schedule Settings like in previous examples.

| System Administration | Cardholder Data | Event Monitoring | Hardware Configuration | System Configuration | Reports | Historical Log | Maps | External Systems |

Millenium Xtra

Current Partition: Default Partition ▼   **Logged User:**admin   **Time Online:** 03:22   **Base Online:** 20:36

| Events/Alarms Display | Cardholder's Data | Operator Control | Controller Download | Image Verification | Event Monitor Configuration |

Controller Download

- Manual Controller Download
- Schedule Controller Download
- Schedule Command Download
- ▸ **Schedule Hot Command**

🔑 Scheduled Hot Command

Hot Command: Hot command1 ▼

SCHEDULER SETTINGS

Scheduler Type: ◯ One Time ⦿ Periodic ☑ Task Enabled

Start Date: 5/15/2014 ☑ No End Date

RUN ON DAY	OCCURS
☐ Sunday ☑ Wednesday ☐ Saturday	Once At: ▼ 10:00:00 AM
☑ Monday ☑ Thursday ◯ Day of Month	
☑ Tuesday ☑ Friday 1 ▲▼	

[Clear / New] [Add / Update] [Delete Selected]

Hot Command	Start Date	End Date	Time	S	M	T	W	T	F	S	Day	P/O	Enabled
Hot command1	5/15/2014	-	10:00:00 AM	☐	☑	☑	☑	☑	☑	☐	-	P	☑

Event Monitor Mobile - Change Password - Company Info - Privacy Policy - Open in Separate Window