



GLOBALECS®

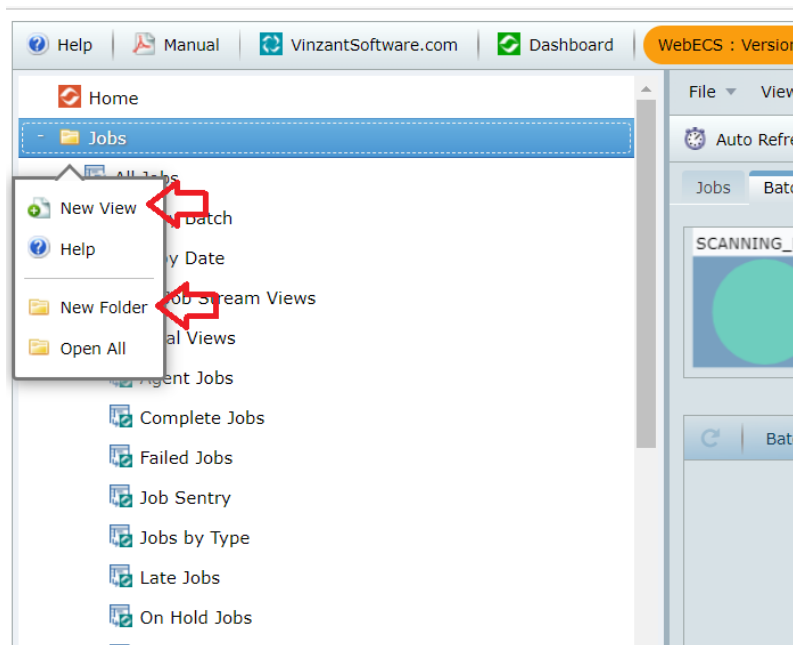
KNOWLEDGE BASE

MONITORING GECS JOBS AND BATCHES

You can use the GECS Administrator Web Client to monitor and manage your GECS jobs. This document describes using the Jobs and Batches folders.

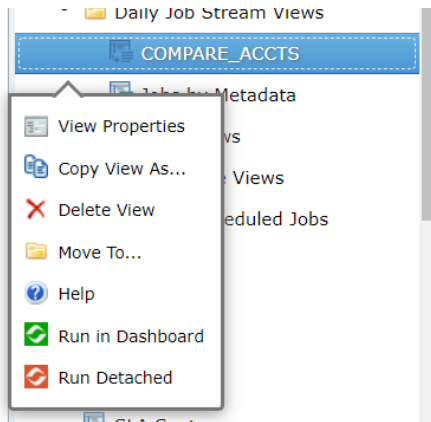
Once logged into the Web Client you can create custom views and folders under the Jobs and Batches folders to organize and display the information you need quickly and easily.

Right click the Jobs folder and select New View or New Folder.

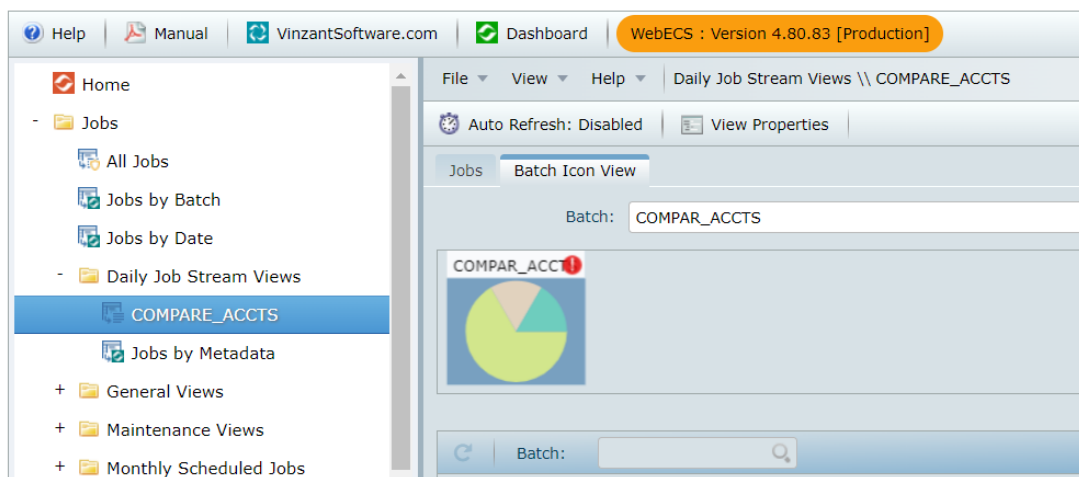


It is good to come up with naming conventions for your folders and views that work well for you and your company. If you need to change the name of a folder, you can right click on the folder and select the Rename Folder option. To create similar views, right click the view name and select the Copy View As... option.

Folders can contain any number of views or sub folders. To move views to different folders you can right click on the view and select the Move To... option and select the new destination folder.



Once you have a view created, you can select the View Properties option to set up the filtering options.



Configure the fields to display the details you need. If you want other GECS users to be able to see your view, be sure and enable the "Share this view with all users" field.

Job View Properties

File View Help | Daily Job Stream Views \ COMPARE_ACCTS

View Include Filters

Name: COMPARE_ACCTS

User: TREVOR

☒ Share this view with all users

☐ Auto Update every 15 seconds. Max Rows: 0

Sort By: ☒ Job Number ☐ Date/Time ☐ Status ☒ Ascending ☐ Descending

☐ Show Activity Override

Times

☒ Show for all days

☐ Show for a day that starts at 00:00:00 and lasts for 0 hours.

☐ Show for a window of time that is the current time minus 0 hours and plus 0 hours.

☐ Show for a date range.

You should be careful using the Auto Update feature on views that contain a lot of data or that pulse too often or your GECS system can potentially generate excessive network traffic in your environment. Use the Max Rows field to limit the number of jobs that can show in your list. 0 is unlimited.

You can sort the views by Job Number, Date/Time or Status (Ascending or Descending).

Use the Times section to narrow down or filter out the jobs that display in your view. You can "Show for all days" and not filter by time at all. Show jobs for a specified time frame, show jobs for a window of time or enter specified date and time range. When you select "Show for a date range" in your view properties you will enter the begin time and end time in the fields displayed towards the top of the view.

File View Help Maintenance Views \ Database Job Views

Auto Refresh: Disabled View Properties

Jobs Batch Icon View

Batch: DATABASE_MIGRATIONS

Begin Time: 07/22/2022 02:00:00

End Time: 09/22/2022 02:00:00

Batch Monitor Edit Job Add Job Delete Job(s)

Job	Status	Date/Time	Age
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The 'Include' tab is used to select the job statuses, colors and time type. Use the check box and drop-down option to display the jobs that fall under those criteria.

Job View Properties

File View Help Daily Job Stream Views \ COMPARE_ACCTS

View Include Filters

☐ Include Jobs from Archive

	Foreground	Background	
<input checked="" type="checkbox"/> Pending Jobs	Black	Lime Green	Scheduled Time
<input checked="" type="checkbox"/> Late Jobs	Black	Lime Green	Scheduled Time
<input checked="" type="checkbox"/> Jobs On Hold	Black	Beige	Scheduled Time
<input checked="" type="checkbox"/> Jobs Waiting Activation	Black	Beige	Scheduled Time
<input checked="" type="checkbox"/> Running Jobs	White	Purple	Start Time
<input checked="" type="checkbox"/> Overrunning Jobs	White	Purple	Start Time
<input checked="" type="checkbox"/> Successful Jobs	Black	Teal	Finish Time
<input checked="" type="checkbox"/> Jobs that Failed	Black	Teal	Finish Time
<input checked="" type="checkbox"/> Skipped Jobs - Late	Black	Teal	Finish Time
<input checked="" type="checkbox"/> Skipped Jobs - Invalid Period	Black	Teal	Finish Time
<input checked="" type="checkbox"/> Skipped Jobs - Invalid Vacation Period	Black	Teal	Finish Time
<input checked="" type="checkbox"/> Simulated Jobs	Black	Teal	Finish Time
<input checked="" type="checkbox"/> User Terminated Jobs	Black	Teal	Finish Time
<input checked="" type="checkbox"/> Overrun Jobs	Black	Teal	Finish Time
<input checked="" type="checkbox"/> Jobs Completed by User	Black	Teal	Finish Time
<input checked="" type="checkbox"/> Jobs Skipped by User	Black	Teal	Finish Time
<input checked="" type="checkbox"/> Jobs Unable to Launch	Black	Teal	Finish Time

Check the status to be displayed and configure the color of the foreground text and background to help differentiate your job's progress. You can choose to display the Start Time, Finish Time or Scheduled Time for various statuses.

The screenshot shows the 'Job View Properties' dialog box with the 'Filters' tab selected. The dialog has a menu bar with 'File', 'View', and 'Help'. Below the menu bar is a toolbar with icons for saving, undo, redo, and a search icon. The main area contains a list of filters, each with three radio buttons: 'Any' (selected), 'Select', and 'Fixed'. To the right of each filter is a text input field or a dropdown menu. The filters and their current values are: Job Type: Any, Select, Fixed; CMD; Batch: Any, Select, Fixed; COMPARE_ACCTS; Job: Any, Select, Fixed; Agent Assigned: Any, Select, Fixed; Agent Group: Any, Select, Fixed; Resource: Any, Select, Fixed; Agent Run By: Any, Select, Fixed; Command Line Type: Any, Select, Fixed; DOS; Class: Any, Select, Fixed; Calendar: Any, Select, Fixed; User: Any, Select, Fixed; Department: Any, Select, Fixed; Events: Any, Select, Fixed; 0; Metadata: Any, Select, Fixed.

The Filters tab is used to select specified job types, batch, job, agent assigned, agent group, resource, agent run by, command line type, job class, calendar, user, department, events and or metadata. Click the Select button and enter your desired option. Select allows you to change the selection from the view page. The Fixed option cannot be updated from the view page. Fixed selections must be changed from View Properties.

Once you save your custom views, you can right click on the view and select to run detached or in the Dashboard. Detached will open the view in a separate Window. This is helpful if you need to look at multiple items at the same time. Running the view in the Dashboard allows you to combine the views you use most into a single Window and access them altogether through the Dashboard.