

BENEFITS

Scheduling Reports

PSS Scheduler allows you to set up recurring schedules for Dynamics SL reports to be printed, exported or emailed. Save time scheduling your reports to be printed at night.

Supports Report Selection

With Scheduler you can enter your Report Selections directly within the scheduler. PSS Scheduler uses the same operators as the standard SL report screen.

Set up your Schedule

Set reports to be run daily, weekly, or at specific times. You control when the reports will run.

Easy to Use and Setup

The Scheduler interface is easy to use and developed in the same format as your standard Dynamics SL system.

You Control the output

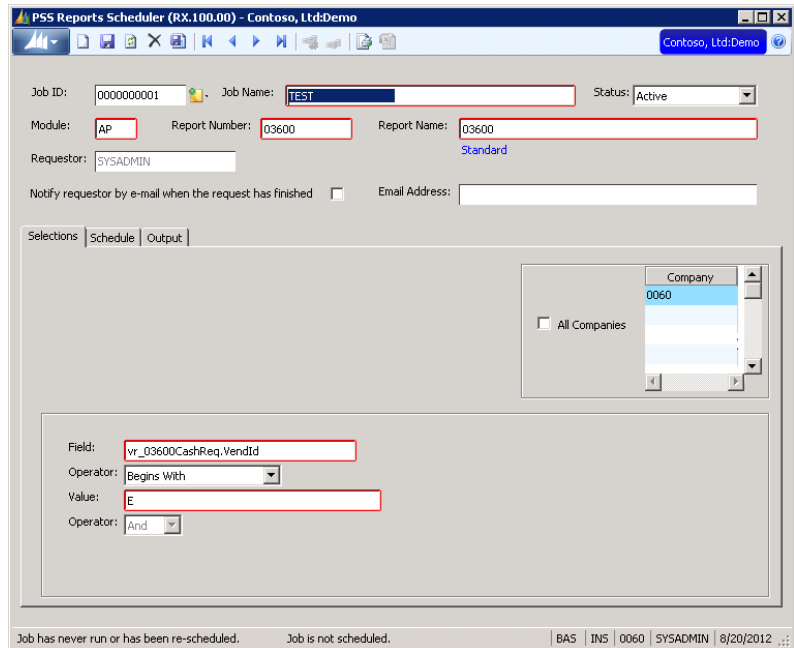
With Scheduler you can have your reports routed to the printer, exported or directly emailed to an individual or group.

Flexible and powerful!

*(Note: If additional screen customization is required contact PSS)

Report Scheduler

Report Scheduler allows a user to schedule reports to be printed or emailed within their SL system.

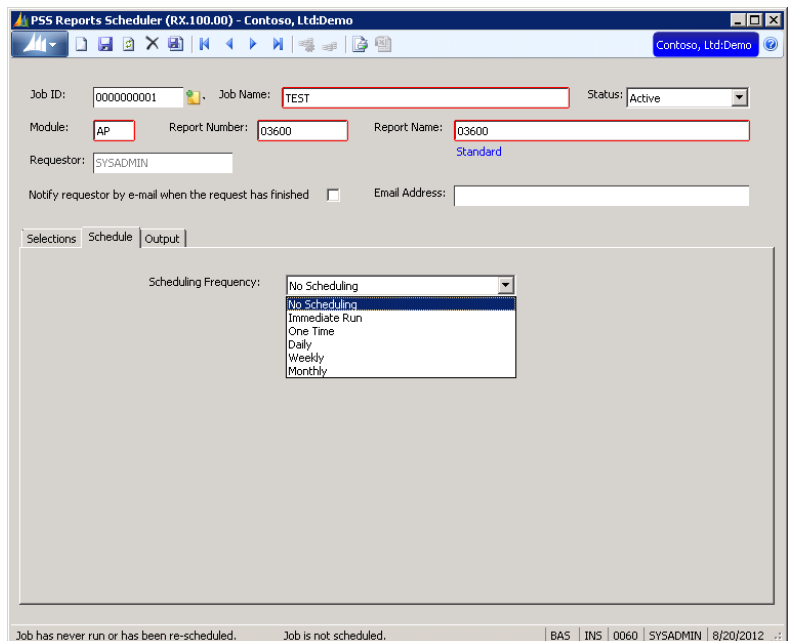


The screenshot shows the 'PSS Reports Scheduler (RX.100.00) - Contoso, Ltd:Demo' window. The interface includes the following fields and options:

- Job ID: 000000001
- Job Name: TEST
- Status: Active
- Module: AP
- Report Number: 03600
- Report Name: 03600 (Standard)
- Requestor: SYSADMIN
- Notify requestor by e-mail when the request has finished:
- Email Address: [Empty field]
- Selections: Schedule | Output
- Company selection: 0060 (All Companies checkbox is unchecked)
- Field: vr_03600CashReq.VendId
- Operator: Begins With
- Value: E
- Operator: And

At the bottom, there is a status bar with the text: "Job has never run or has been re-scheduled. Job is not scheduled." and a user information string: "BAS | INS | 0060 | SYSADMIN | 8/20/2012 ...".

Select the Data you want then create your schedule.



This screenshot shows the same PSS Reports Scheduler interface as above, but with the 'Scheduling Frequency' dropdown menu open. The dropdown options are:

- No Scheduling
- No Scheduling
- Immediate Run
- One Time
- Daily
- Weekly
- Monthly

The status bar at the bottom remains the same: "Job has never run or has been re-scheduled. Job is not scheduled." and "BAS | INS | 0060 | SYSADMIN | 8/20/2012 ...".



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FEATURES OVERVIEW

Scheduler Setup

Set paths for exported files and email settings/users.

Scheduler Queue

View, delete and manage jobs scheduled for today or all jobs. Review status, created user and reports to run. Data is viewable by user who created the job and by system administrators.

Scheduler Selections

Specify your Selection criteria for reports using the same functionality in the select tab or the report screen.

Scheduler Output

Select your output format-print, send as email, save as PDF file, or Excel. Many export formats supported.

Scheduling

Specify when your report will run and how often. Have the report run on a specified day of the week at a specified time or within a range of time.

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