

# Legacy Documentation

## The Scheduler - version 3.x

(For Jira Server, Jira Data Center: 6.0.0 - 6.4.14)

By Transition Technologies PSC

Visit our website: <https://ttpsc.com/en/atlassian/ttpsc-apps/>

Marketplace: <https://marketplace.atlassian.com/vendors/37453/transition-technologies-psc>

App documentation: <https://psc-software.atlassian.net/wiki/spaces/SCHED/overview>

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# The Scheduler 3.x documentation



FEEL FREE TO TELL US WHAT TOPIC SHOULD BE COVERED - [SEND US E-MAIL](#) OR [OPEN AN ENHANCEMENT REQUEST](#)

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- Installation [3.x]  
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## Description of the Scheduler Functionality

The Scheduler is designed for automatic issue creation. It allows to set Scheduled Issues that will automatically create standard JIRA Issues at selected time, date or in chosen intervals. The Scheduler supports all Issue Types, field types and custom fields (except the Attachment field, which is not supported yet.). It means that The Scheduler works with Agile and Service Desk projects.

### How does it actually work?

The Scheduler is based on the idea of Scheduled Issues - a template for newly created issues. Every project in your JIRA can have its own Scheduled Issues. [READ MORE](#)

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## Installation [3.x]

### Use case scenarios

- Scheduled Issues table
- Create Scheduled Issue [3.x]
- Setting Due Date Field [3.x]
- Predefined values in Summary and Description fields
- Clone Scheduled Issue [3.x]
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- Enable / Disable Scheduled Issue
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- Manage Scheduled Issues - Administrators
- The Scheduler Statistics [3.x]

### Backup

**The Scheduler 3.x** - visit Atlassian Marketplace to see the latest version: Transition Technologies PSC

- Export
- Import

## Update

- Updating TSP from version

## Description of The Scheduler functionality [3.x]

The Scheduler is designed for automatic issue creation. It allows to set Scheduled Issues that will automatically create standard JIRA Issues at selected time, date or in chosen intervals. The Scheduler supports all Issue Types, field types and custom fields (except the Attachment field, which is not supported yet.). It means that The Scheduler works with Agile and Service Desk projects.

### How does it actually work?

The Scheduler is based on the idea of Scheduled Issues - a template for newly created issues. Every project in your JIRA can have its own Scheduled Issues. For each Scheduled Issue you can define Issue Type and fields values (fields set is the same like during manually creation issue in JIRA, except the Attachment field). The Scheduler supports dynamically generated summary and description fields from build in variables (like creation/due date). If you want, you can also automatically increase issue priority after creating first issue instead of creating more copies.

Each Scheduled Issues can contain triggers that will create new issues from templates at selected time or interval. You can define triggers using The Schedulers built-in wizard or you can also define more advanced creation conditions by using standard Cron Expressions. You can define multiple triggers for each Scheduled Issue.

Scheduled Issues are assigned to the project, therefore in each project you can see only Scheduled Issues created for that project. Every created Scheduled Issue is private - only creator can edit or delete his Scheduled Issue, with one exception - JIRA Administrators can manage all Scheduled Issues. JIRA Administrators can set permission to allow create Scheduled Issue for the roles, groups, single users and the Project Lead.

You can backup your Scheduled Issues to restore them later on the same instance using import/export function.

The Scheduler supports JIRA clustering, therefore it can be installed on large production systems.

**Feel free to contact us in case of any issues with The Scheduler [under the e-mail](#) or by creating issue**

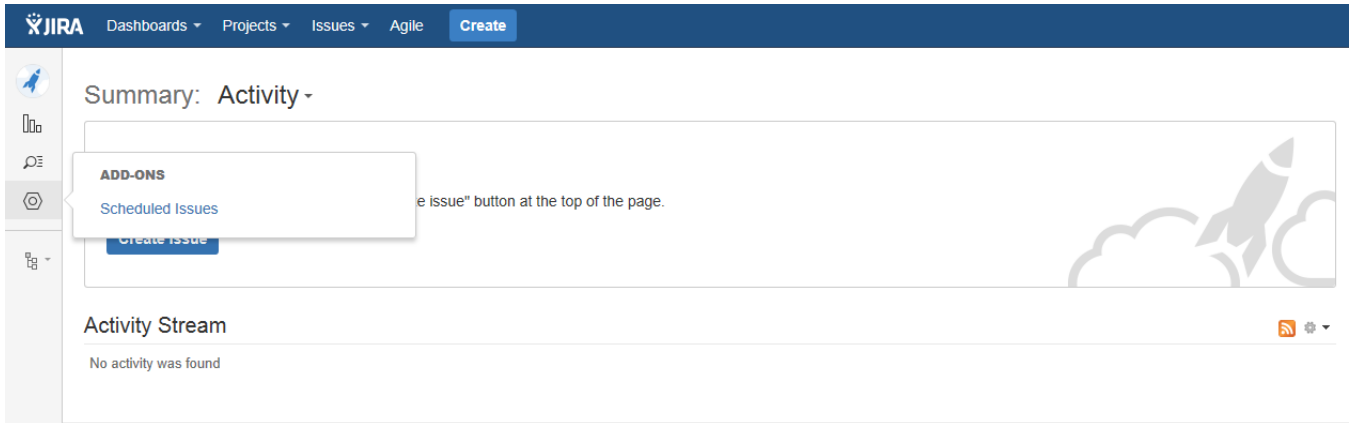
## Installation [3.x]

1. Log into your JIRA instance as an admin
2. Click the admin dropdown and choose **Atlassian Marketplace**
3. Click **Find new add-ons** from the left-hand side of the page
4. Locate **TheScheduler** via search
5. Click **Try free** to begin a new trial or **Buy now** to purchase a license for **TheScheduler**
6. Enter your information and click **Generate license** when redirected to MyAtlassian
7. Click **Apply license**

To find older **TheScheduler** versions compatible with your instance, you can look through our version history page.

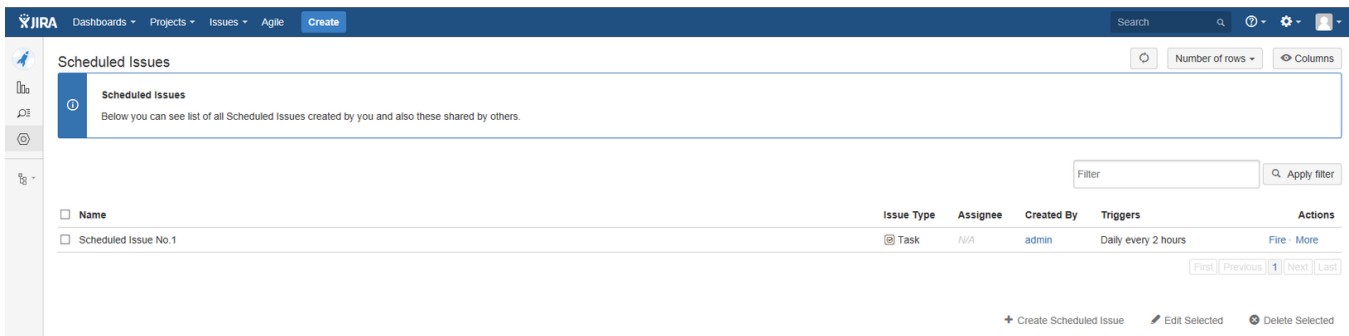
# Scheduled Issue table [3.x]

The Scheduled Issues table is the place where you can see all created Scheduled Issues for the project. You can access Scheduled Issues table from the Project Overview page by clicking on the Add-ons icon on the left panel, then choosing **Scheduled Issues** link:



NOTE: Only users with the granted permission to manage Scheduled Issues can access that table. JIRA Administrators can set permissions in the Access Manager.

This is how the Scheduled Issues table looks like:



You can Create new Scheduled Issues here and manage Scheduled Issues created by yourself or shared by others. You can access managing options by choosing **More** option next to each Scheduled Issue, like:

- Edit
- Share (Only Creator of the Scheduled Issue and JIRA Administrators can manage sharing options)
- Disable
- Clone
- Delete

## Create Scheduled Issue [3.x]

Create Scheduled Issue form allows you to create draft of issues which will be reproduced. The form is divided in to three pieces:

- Basic Info - Information about SI;
- Issue Details - data provided here will be used to create the SI;
- Trigger Details - Here you set when you want created, defined earlier issue;

The Scheduler copies all fields from issue creation screen and follows the field permissions. So all users are able to see only field available to them.

What more even created issues are subject of validation. When changing permissions the wrong issues cease creation. In this case creator just have to edit invalid Scheduled Issue (or contact to the JIRA administrator). The edit form will add missing files or remove the forbidden fields.

You can create new Scheduled Issues in two ways:

- By performing **Create Scheduled Issue** action from Scheduled Issues table

Scheduled Issues

Number of rows - Columns

Scheduled Issues

Below you can see list of all Scheduled Issues created by you and also these shared by others.

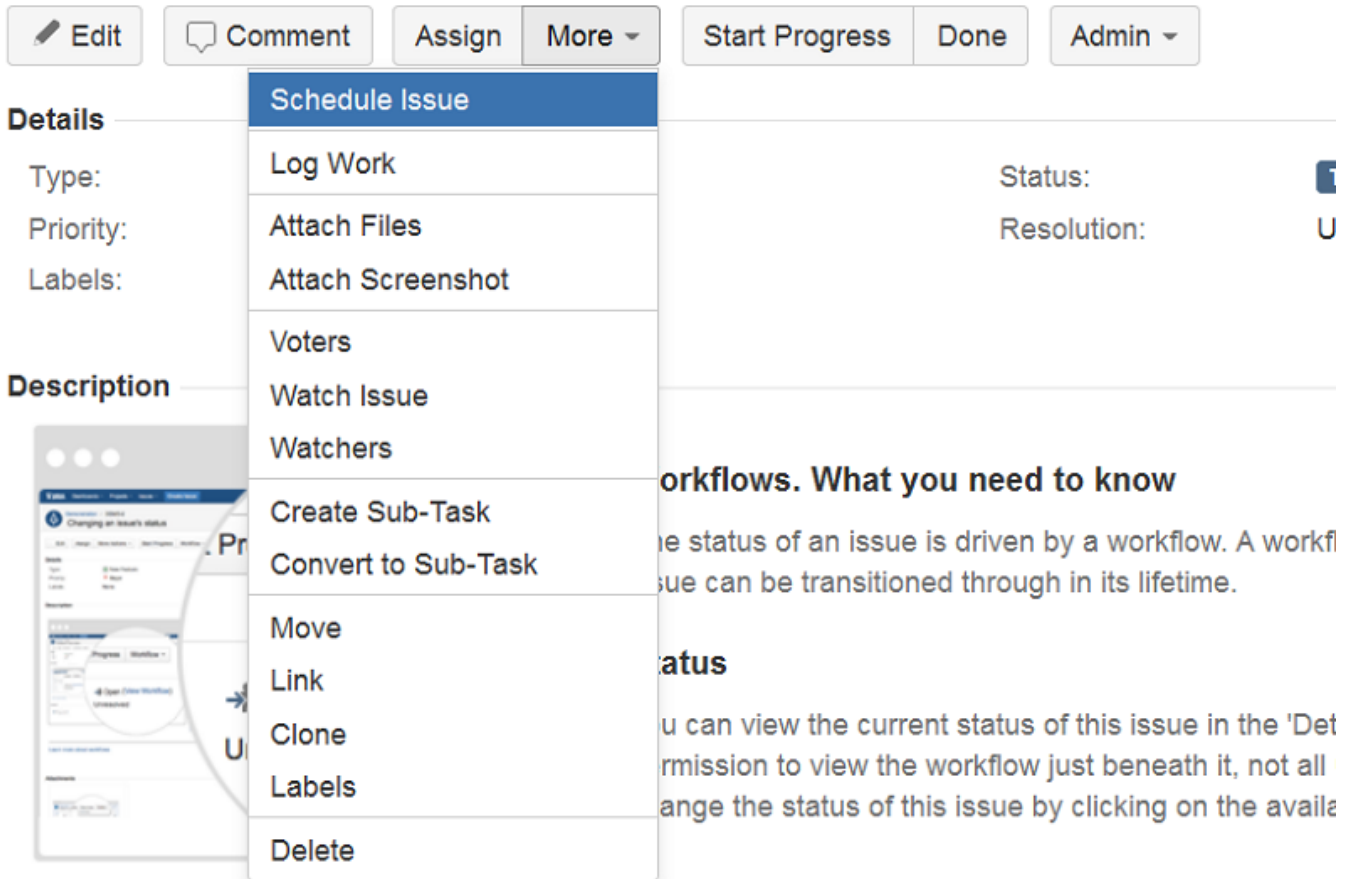
monthly cost round Apply filter

Name	Summary	State	Assignee	Triggers	Actions
You do not have any scheduled issues created for this project yet.					

First Previous Next Last

+ Create Scheduled Issue Edit Selected Delete Selected

- Or by choosing **Schedule Issue** in issue top menu:



Next: [Keyboard shortcuts](#)

Previous: [What is an issue](#)

In Case of perform *Schedule Issue* in issue top menu, the creation form will be filled by value from current issue.

The **Create Scheduled Issue** wizard opens.

The attribute **Name** is required and must be **unique** in the project.

The attribute Issue **Type** is **required** and determines the type for Issues that are created when a *Scheduled Issue* is fired.



**Create Scheduled Issue**

This wizard allows you to create scheduled issue.

### Set Basic Info

Name\* Monthly cost round  
Scheduled Issue Name

Description Report costs generated by all departments  
Scheduled Issue Description

Disabled  Disable scheduled issue after create.

Increase priority  Increase priority each time this scheduled issue is fired.

Project\* TSP\_DEMO\_PROJECT

Issue Type\* Task

Next Cancel

Open second wizard page by pressing the **Next** button.

Enter all required and optional values for the picked Issue Type.

The screenshot shows the 'Create Scheduled Issue' wizard in the 'Set Issue Details' step. At the top left is the logo and the title 'Create Scheduled Issue'. A progress bar at the top right shows three steps: 'Set Basic Info', 'Set Issue Details' (current), and 'Set Trigger Details'. Below the title bar is a message box: 'Create Scheduled Issue' with a close button and the text 'This wizard allows you to create scheduled issue.' The main form area is titled 'Set Issue Details' and contains the following fields: 'Project' (TSP\_DEMO\_PROJECT), 'Issue Type' (Task), 'Summary' (ALL\_DEPARTMENTS\_COSTS\_REPORT), 'Priority' (Critical), 'Due Date' (Dynamic, 1d), 'Component/s' (None), 'Affects Version/s' (None), 'Fix Version/s' (None), 'Assignee' (Jerry Manufacturer), 'Reporter' (Marek Cendrowicz), and 'Environment'.

**Create Scheduled Issue** ✕

This wizard allows you to create scheduled issue.

### Set Issue Details

Project **TSP\_DEMO\_PROJECT**

Issue Type **Task**

Summary \*

Priority  ?

Due Date  Fixed  Dynamic  Next Fire Time

(eg. 1m 2w 3d)

Component/s **None**

Affects Version/s **None**

Fix Version/s **None**

Assignee  Assign to me

Reporter \*

Start typing to get a list of possible matches.

Environment

Here you can set Dynamic Due Date Field and use Predefined values in Summary ore Desciption field.

Open last wizard page by pressing the **Next** button.

Add as many triggers as you wish.

**Create Scheduled Issue**

This wizard allows you to create scheduled issue.

### Set Triggers

Schedule  Daily  
 Days per Week  
 Days per Month  
 Advanced

Interval: once per day at 1 00 am

The current server time is 02/cze/14 12:44 PM - Central European Summer Time

Start Date:  [Clear](#)

End Date:  [Clear](#)

[+ Add Trigger](#)

**Table below shows you all triggers added to scheduled issue.**

<input type="checkbox"/>	Cron Expression	Cron Expression Summary	Start Date	End Date	Actions
<input type="checkbox"/>	0 0 13 ? * 6L	The last Friday of every month at 1:00 pm	Unbounded	Unbounded	<a href="#">Delete</a>

[Delete Selected](#)

[Create](#) [Previous](#) [Cancel](#)

Finalize *Scheduled Issue* creation by pressing the **Create** button.

Once created the new *Scheduled Issue* appears in the table

Scheduled Issues [Refresh](#) [Number of rows](#) [Columns](#)

**Scheduled Issues**  
Below you can see list of all Scheduled Issues created by you and also these shared by others.

[Apply filter](#)

<input type="checkbox"/>	Name	Summary	State	Assignee	Triggers	Actions
<input type="checkbox"/>	Monthly cost round	ALL_DEPARTMENTS_COSTS_REPORT	ENABLED	Jerry Manufacturer	The last Friday of every month at 1:00 pm	<a href="#">Fire</a> <a href="#">More</a>

[First](#) [Previous](#) [1](#) [Next](#) [Last](#)

[+ Create Scheduled Issue](#) [Edit Selected](#) [Delete Selected](#)

# Setting Due Date Field [3.x]

Due Date field can be completed in 3 ways:

- Fixed: here you can enter a specific value you want to enter in the due date field.
- Dynamic: that way add specified value to the current date. For example if you set "1d" in field, due date will be set on next day after the creation. Or in case "1w", it will be next week.
- Next Fire Time: In this case due date will be set to date when the scheduler will be run this Scheduled Job again.

This field is located on second tab of creation/editing form ("Set Issue Details").

The screenshot shows the 'Create Scheduled Issue' wizard with three tabs: 'Set Basic Info', 'Set Issue Details' (active), and 'Set Trigger Details'. A progress bar at the top indicates the current step. Below the tabs is a header with a clock icon and the title 'Create Scheduled Issue'. A message box states: 'Create Scheduled Issue. This wizard allows you to create scheduled issue.' The main form area is titled 'Set Issue Details' and contains the following fields:

- Project: TSP\_DEMO\_PROJECT
- Issue Type: Task
- Summary: ALL\_DEPARTMENTS\_COSTS\_REPORT
- Priority: Critical
- Due Date: Dynamic (selected), with a value of 1d entered in the input field. Examples: (eg. 1m 2w 3d)

## Predefined values in Summary and Description [3.x]

The Scheduler has predefined variables which can be used in the Summary and Description.

While SI is fire those variables are translated and converted to the corresponding values:

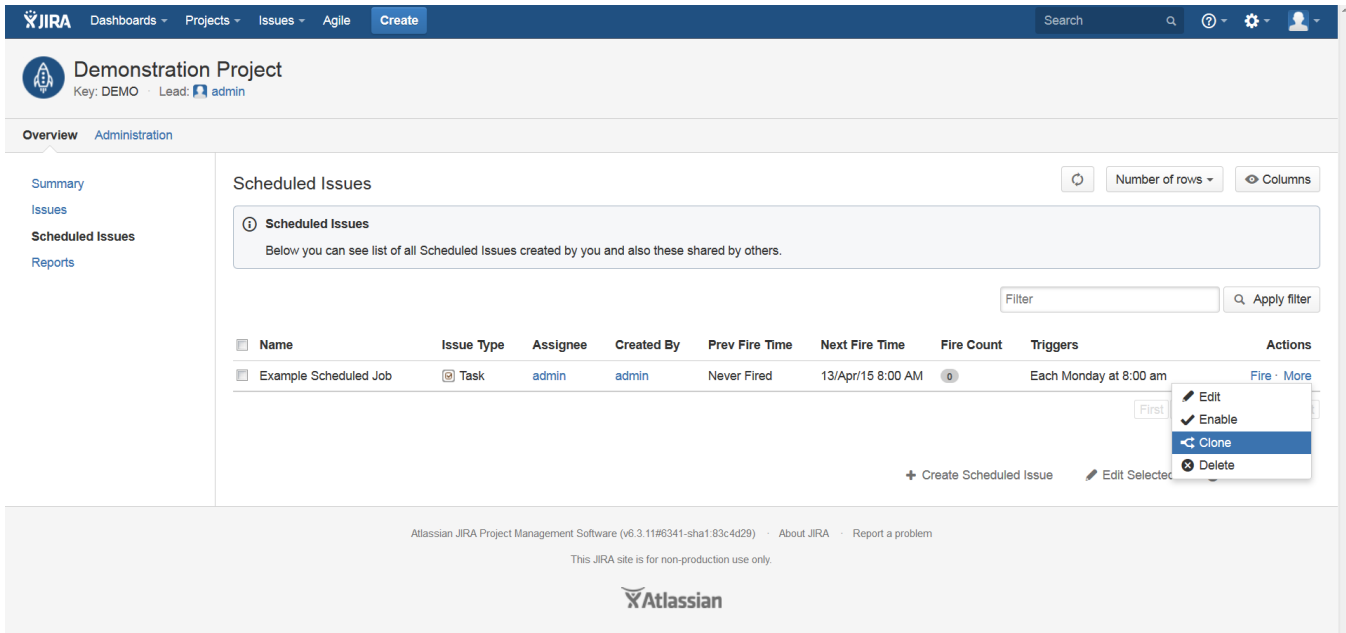
```

${createdDate.month} - Creation month
${createdDate.year} - Creation year
${dueDate.month} - Due month
${dueDate.year} - Due year
${createdDate.date} - Creation date in
format DD/MMM/YY
${dueDate.date} - Due date in format DD
/MMM/YY
${createdDate.completeDateTime} -
Creation date in format DD/MMM/YY hh:mm
${dueDate.completeDateTime} - Due date in
format DD/MMM/YY hh:mm

```

# Clone Scheduled Issue [3.x]

Users are able to clone their Schedule Issues by performing Clone on chosen Scheduled Issue action:



Adjust name and description of clone Scheduled Issue and press the Clone:

# Fire Scheduled Issue [3.x]

Using the **Fire** row action it is possible to force planned action execution without waiting for next valid point of time.

In order to **fire** *Scheduled Issue* perform the **Fire** row action:

handover

<input type="checkbox"/> Name	Summary	State +	Assignee	Triggers	Actions
<input type="checkbox"/> Product design handover	DESIGN_HO_TASK	ENABLED	Bob Designer	The first Monday of every month at 9:30 am	<a href="#">Fire</a> <a href="#">More</a>

First Previous 1 Next Last

The *fired* *Scheduled Issue* is being marked with the lozenge status for the short while:

handover

<input type="checkbox"/> Name	Summary	State +	Assignee	Triggers	Actions
<input type="checkbox"/> Product design handover <span>FIRED</span>	DESIGN_HO_TASK	ENABLED	Bob Designer	The first Monday of every month at 9:30 am	<a href="#">Fire</a> <a href="#">More</a>

First Previous 1 Next Last

# Edit Scheduled Issue [3.x]


In order to **edit** *Scheduled Issue* execute the **Edit** row action:

soft office Apply filter

Name	Summary	State	Assignee	Triggers	Actions
<input type="checkbox"/> Synchronize soft office orders	Synchronize soft office orders	ENABLED	Harry Supplier	The last Friday of every month at 1:00 pm	Fire <span>More</span>
<input type="checkbox"/> Soft office order	Soft office order	ENABLED	Harry Supplier	The last Friday of every month at 5:00 pm	<span>Edit</span> <input checked="" type="checkbox"/> Disable <input type="checkbox"/> Clone <input type="checkbox"/> Delete

First + Create Scheduled Issue Edit Selected Delete Selected

Adjust *Scheduled Issue* basic parameters and press the **Next** button:



## Edit Scheduled Issue

Set Basic Info    Set Issue Details    Set Trigger Details

**Edit Scheduled Issue** ✕

This wizard allows you to edit scheduled issue.

### Set Basic Info

Name\*   
Scheduled Issue Name

Description   
Scheduled Issue Description

Creator\*   
Start typing to get a list of possible matches.

Disabled  Disable Scheduled Issue after edit


Increase priority  Increase priority each time this Scheduled Issue is fired

Project\*

Issue Type\*  ?

Adjust Issue details and press the **Next** button:





## Edit Scheduled Issue

Set Basic Info    Set Issue Details    Set Trigger Details


**Edit Scheduled Issue** ✕

This wizard allows you to edit scheduled issue.

### Set Issue Details

---

Project **TSP\_DEMO\_PROJECT**

Issue Type  **Task**

---

Summary\*

Priority  ?

Due Date  Fixed  
 Dynamic  
 Next Fire Time

(eg. 1m 2w 3d)

Component/s **None**

Affects Version/s **None**

Fix Version/s **None**


Assignee  Assign to me

Reporter\*

Start typing to get a list of possible matches.

Environment

Adjust triggers and press the **Save** button:



## Edit Scheduled Issue

Set Basic Info   Set Issue Details   Set Trigger Details

**Edit Scheduled Issue** ✕

This wizard allows you to edit scheduled issue.

### Set Triggers

Schedule  Daily  
 Days per Week  
 Days per Month  
 Advanced

Interval  at

The current server time is 02/cze/14 1:33 PM - Central European Summer Time

Start Date

End Date

**Table below shows you all triggers added to scheduled issue.**

<input type="checkbox"/> Cron Expression	Cron Expression Summary	Start Date	End Date	Actions
<input type="checkbox"/> 0 0 13 ? * 6L	The last Friday of every month at 1:00 pm	Unbounded	Unbounded	Delete

[Delete Selected](#)

  [Previous](#)   [Cancel](#)

Changes are visible immediately after exiting the wizard:

Scheduled Issues

**Scheduled Issues**

Below you can see list of all Scheduled Issues created by you and also these shared by others.

<input type="checkbox"/> Name	Summary	State +	Assignee	Triggers	Actions
<input type="checkbox"/> Synchronize soft office orders	SOFT_OFFICE_ORDERS_SYNC_TASK	<span style="color: green;">ENABLED</span>	Harry Supplier	The last Friday of every month at 1:00 pm	<a href="#">Fire</a> <a href="#">More</a>
<input type="checkbox"/> Soft office order	Soft office order	<span style="color: green;">ENABLED</span>	Harry Supplier	The last Friday of every month at 5:00 pm	<a href="#">Fire</a> <a href="#">More</a>

# Bulk Edit Scheduled Issues [3.x]

The Edit Selected action is the way to delete more than one Scheduled Issue at once.


In order to edit set of Scheduled Issues just select them and press the Edit Selected link:

clone

<input type="checkbox"/> Name +	Summary	State	Assignee	Triggers	Actions
<input checked="" type="checkbox"/> Clone of Warehouse_C order cost approval	WB_ORDER_COST_APPROVAL	ENABLED	Harry Supplier	Each Wednesday at 4:00 pm	Fire - More
<input checked="" type="checkbox"/> Clone of Warehouse_B order cost approval	WB_ORDER_COST_APPROVAL	ENABLED	Harry Supplier	Each Wednesday at 4:00 pm	Fire - More
<input checked="" type="checkbox"/> Clone of Warehouse_A order cost approval	WA_ORDER_COST_APPROVAL	DISABLED	Harry Supplier	Each Wednesday at 4:00 pm	Fire - More


First Previous 1 Next Last

You will see a blank form to change the value of the fields, fill the selected field and press the Finish Button:

 **Bulk edit Scheduled Issues**


**You are editing 2 Scheduled Issues**

Project **Demo**






Issue Type  **Task**

---

Summary\*

Priority  Major

Description

Style  **B** *I* U **A**  **A**        

# Share Scheduled Issue [3.x]

After the Scheduled Issue creation, only the creator and JIRA Administrators can manage Scheduled Issue and manually fire them. Sharing system allows to grant fire and manage permissions to each Scheduled Issue individually.

You can share your Scheduled Issue by executing Share action in the Scheduled Issues table:

Scheduled Issues

Scheduled Issues  
Below you can see list of all Scheduled Issues created by you and also these shared by others.

Filter  Apply filter

<input type="checkbox"/> Name	Summary	State	Assignee	Triggers	Actions
<input type="checkbox"/> Monthly cost round	ALL_DEPARTMENTS_COSTS_REPORT	ENABLED	Harry Supplier	The last Friday of every month at 1:00 pm	Fire · More

+ Create Scheduled Issue Edit Selected

- Edit
- Share
- Disable
- Clone
- Delete

JIRA Administrators can share all Scheduled Issues in the system.

After you execute Share action, you will see that window:

## Scheduled Issue Share

### Scheduled Issue: Monthly cost round

Share with all users  Everyone

Project functions  Project Lead

Project Roles  Administrators  
 Developers  
 Users

Single Users

Start typing to get a list of possible matches.

Groups

Start typing to get a list of possible matches.

Save Cancel

You can choose the following sharing options:

- Everyone - means that every person that has access to Scheduled Issues table can manage specified Scheduled Issue
- Project Functions - you can share this Scheduled Issue to Project Lead
- Project Roles - you can share this Scheduled Issue to roles in the current project
- Single Users - you can share this Scheduled Issue to individual users
- Groups - you can share this Scheduled Issue to groups

Users can manage Scheduled Issues that has been shared to them:

<input type="checkbox"/>	Name	Summary	State	Assignee	Triggers	Actions
<input type="checkbox"/>	Monthly cost round	ALL_DEPARTMENTS_COSTS_REPORT	ENABLED	Harry Supplier	The last Friday of every month at 1:00 pm	<a href="#">Fire</a> · <a href="#">More</a>

If the Scheduled Issue will not be shared, non-creators and non-admins will have manage actions greyed out:

<input type="checkbox"/>	Name	Summary	State	Assignee	Triggers	Actions
<input type="checkbox"/>	Monthly cost round	ALL_DEPARTMENTS_COSTS_REPORT	ENABLED	Harry Supplier	The last Friday of every month at 1:00 pm	<a href="#">Fire</a> · <a href="#">More</a>

# Bulk Share Scheduled Issues [3.x]

You can use Share Selected action to share more than one Scheduled Issue at once.

In order to share set of Scheduled Issues just select them and press the Share Selected link:

<input type="checkbox"/>	Name	Summary	State	Created By	Triggers	Actions
<input checked="" type="checkbox"/>	Clone of Warehouse_A order cost approval	WA_ORDER_COST_APPROVAL	ENABLED	Harry Supplier	Each Wednesday at 4:00 pm	Fire · More
<input checked="" type="checkbox"/>	Clone of Warehouse_B order cost approval	WB_ORDER_COST_APPROVAL	ENABLED	Harry Supplier	Each Wednesday at 4:00 pm	Fire · More
<input checked="" type="checkbox"/>	Clone of Warehouse_C order cost approval	WB_ORDER_COST_APPROVAL	ENABLED	Harry Supplier	Each Wednesday at 4:00 pm	Fire · More

You will see the window that is similar to the window displayed after choosing Share single Scheduled Issue action:

## Bulk Scheduled Issue Share

i You are sharing 3 Scheduled Issues x

Share mode  Override existing shares  
 Join existing shares

---

Share with all users  Everyone

Project functions  Project Lead

Project Roles  Administrators

Single Users   
Start typing to get a list of possible matches.

Groups   
Start typing to get a list of possible matches.

---

The main difference is that you can choose between overriding current sharing settings or joining new permissions to the existing ones.

# Delete Scheduled Issue [3.x]

There are two ways to **delete** single Scheduled Issue.

The first is to use the **Bulk Delete** feature.

The second and the fastest one is to use Delete row action:

warehouse\_c

<input type="checkbox"/> Name ↑	Summary	State	Assignee	Triggers	Actions
<input type="checkbox"/> Warehouse_C order cost approval	WB_ORDER_COST_APPROVAL	<span>ENABLED</span>	Harry Supplier	Each Wednesday at 4:00 pm	Fire · More
<input type="checkbox"/> Clone of Warehouse_C order cost approval	WB_ORDER_COST_APPROVAL	<span>ENABLED</span>	Harry Supplier	Each Wednesday at 4:00 pm	Fire · More

Once **Delete** row action is executed the confirmation dialog opens:

### Delete Scheduled Issue

**Name** Clone of Warehouse\_C o...

**Created By** Marek Cendrowicz

Once confirmed the *Scheduled Issue* is deleted:

warehouse\_c

<input type="checkbox"/> Name ↑	Summary	State	Assignee	Triggers	Actions
<input type="checkbox"/> Warehouse_C order cost approval	WB_ORDER_COST_APPROVAL	<span>ENABLED</span>	Harry Supplier	Each Wednesday at 4:00 pm	Fire · More

# Bulk Delete Scheduled Issues [3.x]

The **Delete Selected** action is the way to **delete** more than one *Scheduled Issue* at once.

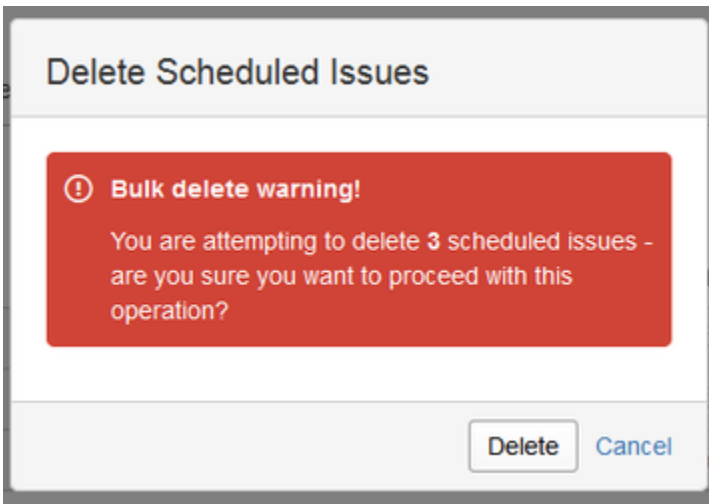
In order to **delete** set of *Scheduled Issues* just select them and press the **Delete Selected** button:

<input type="checkbox"/> Name +	Summary	State	Assignee	Triggers	Actions
<input checked="" type="checkbox"/> Clone of Warehouse_C order cost approval	WB_ORDER_COST_APPROVAL	ENABLED	Harry Supplier	Each Wednesday at 4:00 pm	Fire - More
<input checked="" type="checkbox"/> Clone of Warehouse_B order cost approval	WB_ORDER_COST_APPROVAL	ENABLED	Harry Supplier	Each Wednesday at 4:00 pm	Fire - More
<input checked="" type="checkbox"/> Clone of Warehouse_A order cost approval	WA_ORDER_COST_APPROVAL	DISABLED	Harry Supplier	Each Wednesday at 4:00 pm	Fire - More

clone

First Previous 1 Next Last

Confirm the operation by pressing the **Delete** button:



After short while the previously selected Scheduled Issues are totally removed:

<input type="checkbox"/> Name +	Summary	State	Assignee	Triggers	Actions
You do not have any scheduled issues created for this project yet.					

clone

First Previous Next Last



# Enable or disable Scheduled Issue [3.x]

The Enable / Disable row action is the fastest way to enable / disable Scheduled Issue without entering the Edit wizard.

The disabled Scheduled Issue will not perform the planned action (create new Issue or increase priority of lastly created one).

In order to **disable** *Scheduled Issue* perform the **Disable** row action:

Scheduled Issues

Scheduled Issues  
Below you can see list of all Scheduled Issues created by you and also these shared by others.

Filter [ ] Apply filter

<input type="checkbox"/>	Name	Summary	State	Assignee	Triggers	Actions
<input type="checkbox"/>	Monthly cost round	ALL_DEPARTMENTS_COSTS_REPORT	ENABLED	Harry Supplier	The last Friday of every month at 1:00 pm	Fire · More Edit Share Disable Clone Delete

+ Create Scheduled Issue Edit Selected Share Selected

In order to **enable** *Scheduled Issue* perform the **Enable** row action:

Scheduled Issues

Scheduled Issues  
Below you can see list of all Scheduled Issues created by you and also these shared by others.

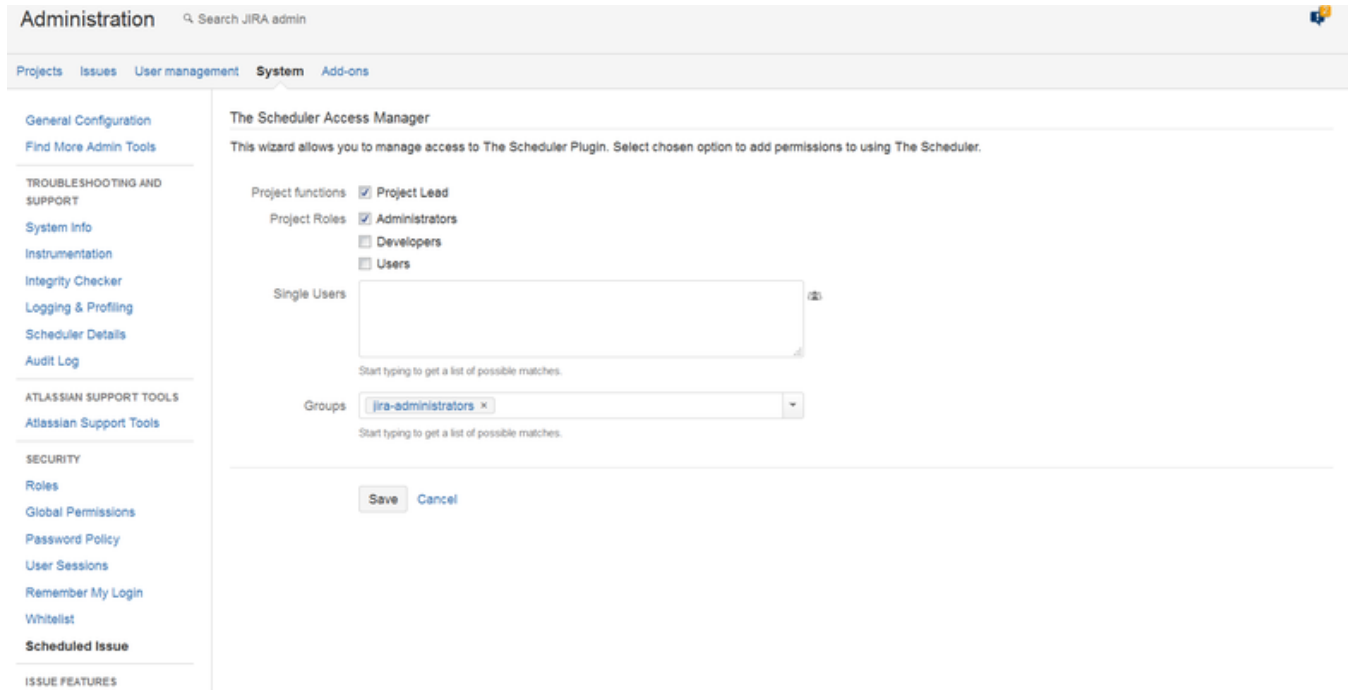
Filter [ ] Apply filter

<input type="checkbox"/>	Name	Summary	State	Assignee	Triggers	Actions
<input type="checkbox"/>	Monthly cost round	ALL_DEPARTMENTS_COSTS_REPORT	DISABLED	Harry Supplier	The last Friday of every month at 1:00 pm	Fire · More Edit Share Enable Clone Delete

+ Create Scheduled Issue Edit Selected Share Selected

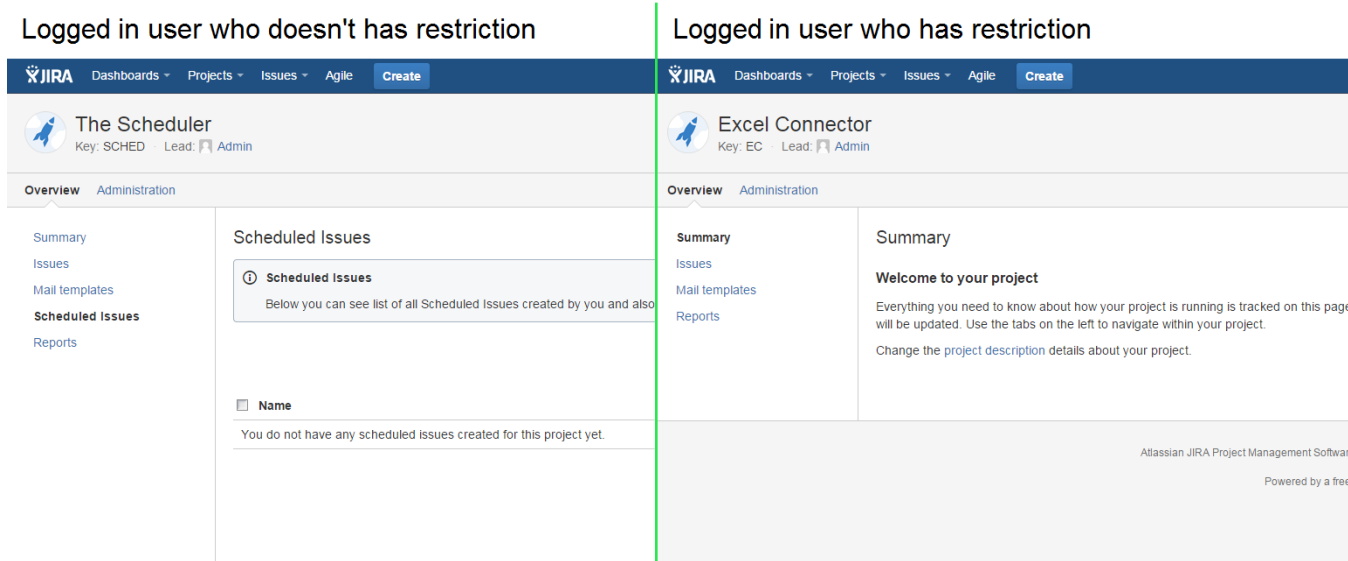
# Manage Access to Scheduled Issues [3.x]

You can manage access to Scheduled Issue in Security section under System Administration section:



You can grant permissions to Project Leaders, project roles, individual users and groups.

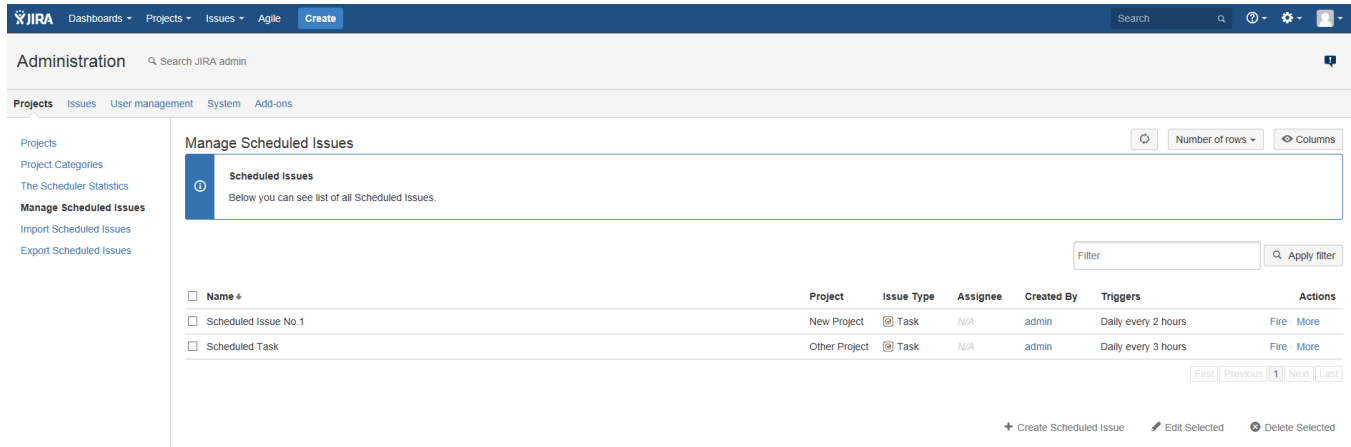
Only entity (groups, individual users and projects) who have permissions, are able to see Scheduled Issue from the project's Overview section:



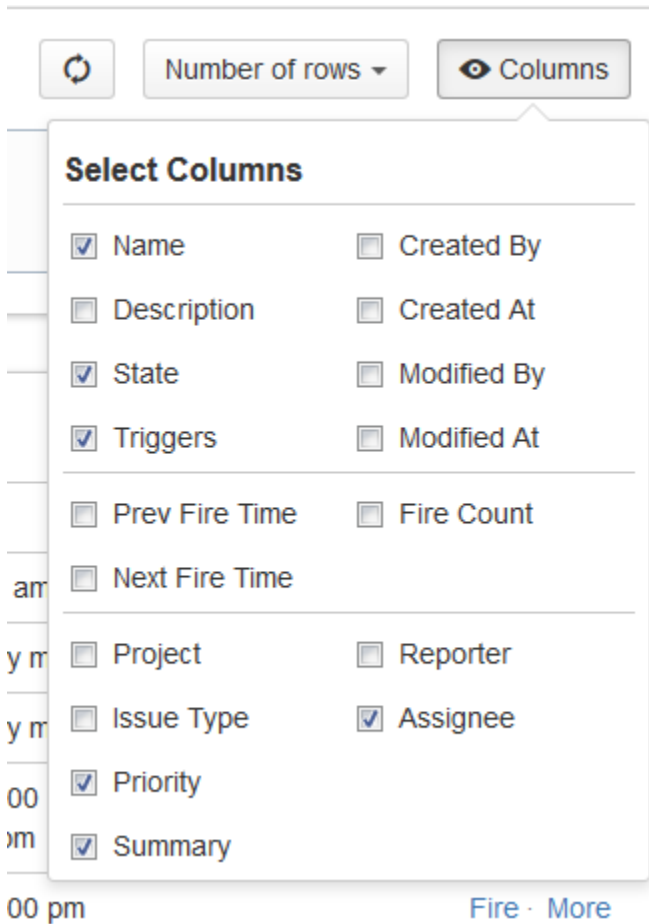
# Manage Scheduled Issues [3.x]

Since version 3.2.8 Scheduled Issues are private, so no one except creator and JIRA administrators can interfere in other user's SI. JIRA Administrators can access to all Scheduled Issues from JIRA instance from Manage Scheduled Issues page.

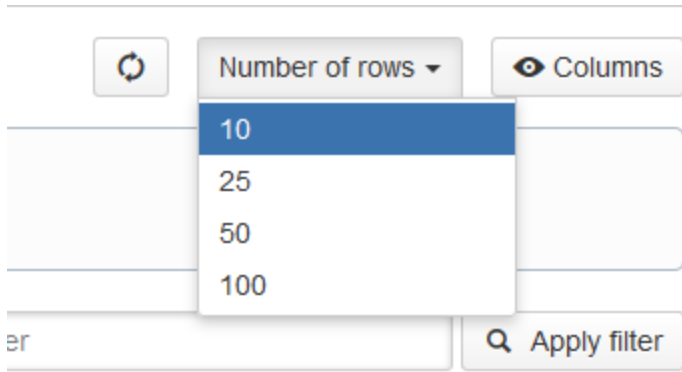
Manage Scheduled Issues page can be accessed from JIRA Administration, in the Projects section:



It's possible to define what columns should be displayed in the table:



It's possible to define how many rows (Scheduled Issues) should be displayed on one page in the table:



It's possible to limit displayed Scheduled Issues by applying the filter:

Scheduled Issues Number of rows Columns

**Scheduled Issues**  
Below you can see list of all Scheduled Issues created by you and also these shared by others.

order| Apply filter

Name	Summary	State	Priority	Assignee	Triggers	Actions
<input type="checkbox"/> Synchronize soft office orders	Synchronize soft office orders	ENABLED	Critical	Harry Supplier	The last Friday of every month at 1:00 pm	Fire - More
<input type="checkbox"/> Soft office order	Soft office order	ENABLED	Critical	Harry Supplier	The last Friday of every month at 5:00 pm	Fire - More
<input type="checkbox"/> Parts warehouse order cost approval	PRT_ORDER_COST_APPROVAL	ENABLED	Blocker	Harry Supplier	Each Wednesday at 4:00 pm Each Monday at 4:00 pm	Fire - More
<input type="checkbox"/> Warehouse_A order cost approval	WA_ORDER_COST_APPROVAL	ENABLED	Blocker	Harry Supplier	Each Wednesday at 4:00 pm	Fire - More
<input type="checkbox"/> Warehouse_B order cost approval	WB_ORDER_COST_APPROVAL	ENABLED	Blocker	Harry Supplier	Each Wednesday at 4:00 pm	Fire - More

First Previous 1 Next Last

+ Create Scheduled Issue   Edit Selected   Delete Selected

With row actions it's easy to execute set of actions against exact Scheduled Issue:

**Actions**

Fire - More

am

ry month at 1:00 pm

ry month at 5:00 pm

:00 pm

Fire - More

- Edit
- Enable
- Clone
- Delete

# The Scheduler Statistics [3.x]

The Scheduler Statistics are available under the *Projects Administration* section.

It gives the administrators the overview of all *Scheduled Issues* divided by projects.

It's easy to open project specific *Scheduled Issues* table by clicking on the certain value in the *Scheduled Issues* column.

The screenshot shows the JIRA Administration interface. At the top, there is a search bar for JIRA admin. Below it, a navigation menu includes 'Projects', 'Add-ons', 'User Management', 'Issues', 'System', and 'Audit Log'. The left sidebar shows a tree view with 'Projects', 'Project Categories', and 'The Scheduler Statistics' (which is highlighted). The main content area features a tooltip that reads: 'You can view Scheduled Issues for a single project by clicking on the certain value in the **Scheduled Issues** column.' Below the tooltip is a table with the following data:

Name	Key	Category	Scheduled Issues
JC	JC		0
PROJECT	PROJ		7
SIT	SIT	DEV	0
TSP_DEMO_PROJECT	TSPDEM		11

# Export backup [3.x]

Exporting backup is Available in the JIRA administration, Projects Administrations section.

Using this tool administrators are able to make backup copy of all scheduled issues and all configuration of plugin.

The screenshot shows the JIRA Administration interface. The top navigation bar includes 'JIRA', 'Dashboards', 'Projects', 'Issues', 'Agile', and a 'Create' button. The main header is 'Administration' with a search bar. The left sidebar lists navigation options: 'Projects', 'Project Categories', 'The Scheduler Statistics', 'Manage Scheduled Issues', 'Import Scheduled Issues', and 'Export Scheduled Issues' (which is highlighted). The main content area is titled 'Export Scheduled Issues' and contains the following elements:

- An information icon and a message: "This screen allows you to export your Scheduled Issues to a XML file. Please note that only Scheduled Issues will be exported. Standard JIRA Issues created basing on Scheduled Issues will not be exported."
- 'Export type' section with two radio buttons: 'Export Scheduled Issues from all projects' (selected) and 'Export Scheduled Issues from selected projects only'.
- 'Projects' section with a dropdown menu showing 'Atlassian Plugin Development Cent'.
- A note: "Shows all projects for which you have privileges and there is at least one Scheduled Issue already created"
- 'Skip disabled' section with two radio buttons: 'No' (selected) and 'Yes'. Below it is the text: "Define whether disabled Scheduled Issues should be exported or not"
- 'Skip invalid' section with two radio buttons: 'No' (selected) and 'Yes'. Below it is the text: "Define whether invalid Scheduled Issues should be exported or not"
- 'Export name' section with a text input field containing 'SchedulerExport.xml'.
- An 'Export' button.

Export allows to copy Scheduled Issues from all projects at once or export only selected projects. Export allows to skip importing inactive or invalid scheduled issues.

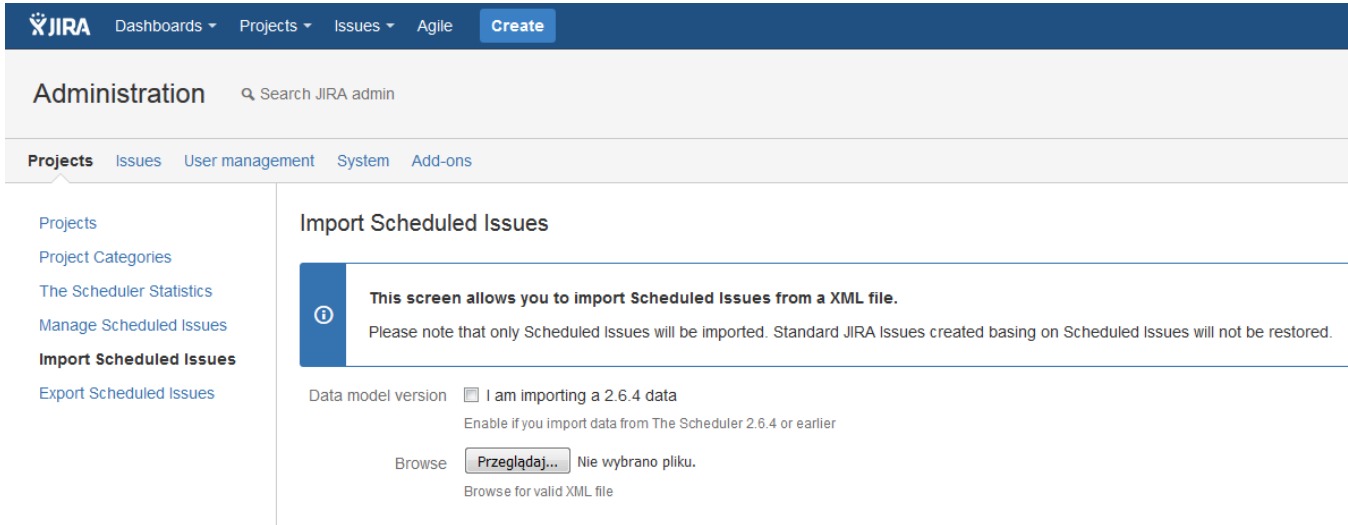
After click on "Export" button, plugin will generate an xml file and share it to download.

# Import backup [3.x]

Importing backup is Available in the JIRA administration, Projects Administrations section.

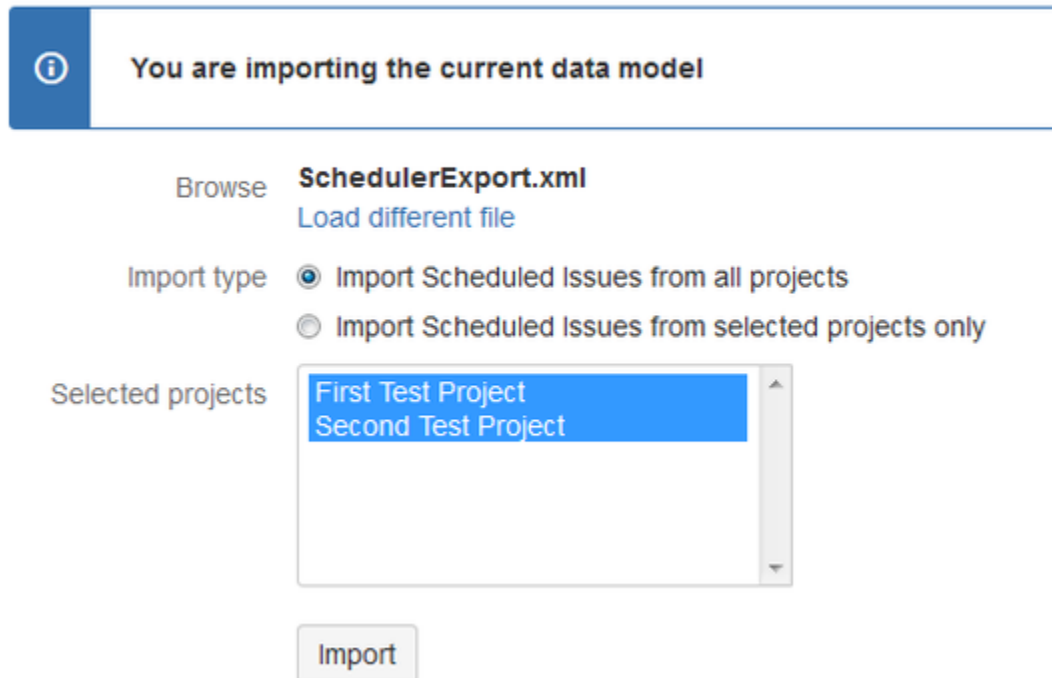
Using backup Importing administrators are able to load backup to server. Import override configuration and adds not existing Scheduled Issues (Existing SI will be skipped - information about this will displays on inline dialog)

First step is to load backup file on server, you can do this by click on file input ant selecting backup file.



The next step is to select the projects for which scheduled issues should be imported.

## Import Scheduled Issues



Then all scheduled jobs should be imported



**Import operation has been completed successfully.**

Data model version  I am importing a 2.6.4 data

Enable if you import data from The Scheduler 2.6.4 or earlier

Browse  Nie wybrano pliku.

Browse for valid XML file



# Updating The Scheduler Plugin & Data Migration [3.x]

## Updating TSP from version

The Scheduler do not removes any data from database during update/disabling/uninstallation. What more, update of plugin performs automatic data migration.

If you upgrade JIRA plugin we recommend you upgrade to the latest available version before updating JIRA. After installing a new JIRA you may need further update the plugin, but it will be faster and data migration will be more stable.

## Backup

We also recommend to make backup of Scheduled Issues before updating TSP. This is additional step which allow you to save all data for case of any migration problem. Here you can find information about exporting backup:

- Export