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<b>Application</b>	ChreosServer – Chreos 3
<b>Module</b>	Companies
<b>Access</b>	“Companies   Automated functions”
<b>Minimum service pack</b>	SP26
<b>This document</b>	Automated Functions Ref 53.3 Published May 2004

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## Overview

“Automated functions” allows you to set data management, backups and data transfers to occurs at user-defined times and days.

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## Details Displayed

### Common

There are three tab pages displayed, “Data management”, “Back up” and “Data transfers”. The following details are displayed on all three pages:

- **Days To Run.** Select the days for the automated function to run.
- **M-F.** Click this for the days Monday, Tuesday, Wednesday, Thursday and Friday to be selected.
- **Time(s) Of Day To Run.** The times for the automated function to run on each of the selected days will be displayed here. To add or edit times click the [Sundial] button. The “Automated Function Time(s)” screen will be displayed and will allow for the automated function to run four times per selected day. The following details are displayed on this screen:
  - **Time** – The time for the automated function to run.
  - **Close server** – Whether or not *ChreosServer* is closed after the automated function is complete at this time.
  - **Shutdown computer** – Whether or not the computer is shut-down after the automated function is complete at this time.
  - **Active** – Whether or not the automated function is currently active for this time.

### Backup

The “Back up” tab page has the following extra setting:

- **Directory.** Click the [...] and the “Choose Folder” screen will appear. The directory for the backup to be saved to is selected and edited in this screen.

### Data Transfers

The “Data Transfers” tab page has the following extra settings:

- **Data to Send.** Whether ‘Client data’ and/or ‘Stock data’ is being sent in the transfer.
- **Data to Receive.** Whether ‘Client data’ and/or ‘Stock data’ is being received in the transfer.

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## To Set an Automated Function

- Select the required company on *ChreosServer* from the left-hand side.
- Select the menu option “Companies | Automated functions”.
- Select either the “Data management”, “Back up” or “Data Transfers” tab page.
- Select the days to run.
- Click the [Sundial] button and the “Automated Function Time(s)” screen will appear. Enter the times for the automated function to run on each of the days selected.
- Select the ‘Close Server’ and/or ‘Shutdown computer’ options if required.
- Click the [Save] button. The “Automated function time(s)” screen will disappear.
- Select any extra settings where required.
- Click the [Save] button.

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## To Edit an Automated Function

- Select the required company on *ChreosServer* from the left-hand side.
- Select the menu option “Companies | Automated functions”.
- Select either the “Data management”, “Back up” or “Data Transfers” tab page.
- Make any required changes.
- Click the [Save] button.

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