B.A.S.I.S. Scheduler

Quick Reference Guide
Enabling a system for the scheduler involves several steps for a successful result. The following checklist marks major software configurations necessary for fully functional scheduler commands in a B.A.S.I.S. system.
Scheduler - Checklist

- Configure the B.A.S.I.S. Server to manage the linkage server
- Add desired action(s)
- Set up required action time(s)
- Configure linkage server to run as a Windows service if required

**REMEMBER:** The linkage server must be running in order for any action configured through the scheduler to take place. The linkage server is not automatically setup during software installation. The linkage server must run as an application or as a service
Linkage Server Configuration

- B.A.S.I.S. System Administration
- Administration
- Select System Options

Linkage server will only be configured on a single machine in the system.
• General System Options Tab
• Select “Modify”
• Linkage Server Host location
• Select browse button
• Navigate to machine that will run the linkage server
• Host name will appear in dropdown
• Select “OK” to save changes
Add Schedule Actions

- Select Administration
- Select Scheduler
• Select “Add” button

• A multi-step wizard will be activated
• Scroll to desired action type

• Select “Next”
Add Action Wizard

Category
- Action Types
- Action Group Library

Objects
- Mask/Unmask Door
- Mask/Unmask Door Forced Open
- Mask/Unmask Door Forced Open for Reader Group
- Mask/Unmask Door Held Open
- Mask/Unmask Door Held Open for Reader Group
- Moving Badges for APB Areas
- Open/Close APB Area
- Pulse Open Door
- Pulse Open Door Group
- Reader Mode
- Reader Mode Group
- Report Print
- Reset Use Limit
- Select PTZ Preset

Next >  Cancel
• A different action wizard will launch based on the action being scheduled
• Example shows reports being scheduled for printing
• Select report from scroll list
• Select printer to send report to
• System will select the default printer automatically
• Printer may be a direct connect or networked device
• Select desired printer
• Click “OK”
Schedule Action Time

• Select “Schedule” tab
• Select time zone
• If schedule is a one shot action: Select date and time using the dropdown lists
• If schedule is a recurring action: Select recurring radio button
• Select “Change” to adjust time and dates
• Action Occurs **Daily**

• Select from 1-366 days

• Adjust time frequency

• Adjust start date and/or end date

• Select “OK”
• Action Occurs **Weekly**
• Select from 1-52 weeks
• Select day of week action is to occur on
• Adjust time frequency
• Adjust start date and/or end date
• Select “OK”
• Action Occurs **Monthly**
• Select from 1-99 months
• Select day of month action is to occur on
• Select a specific day of the month if necessary
• Adjust time frequency
• Adjust start date and/or end date
• Select “OK”
• Final schedule will be shown
• If adjustments are required, select “Change”
• Make necessary changes
• Select “OK” to save action
• Confirm linkage service is running
• Confirm correct action type and time is listed
• If modifications are required, select “Modify”
• Select “Close”
Optional Configuration

- Configure linkage server as a service
- Navigate to services in Windows OS on the B.A.S.I.S. workstation configured to run the linkage server
- All Basis services have LPS or LS as part of their name
- Select LS Linkage Server
- Right click on LS Linkage Server
- Select Properties
• Change startup type
• Set to manual as an installation default
• Select Automatic from dropdown list if required
• Select “Apply”
• Select “Ok”

Linkage server is now configured to start when the PC boots up.