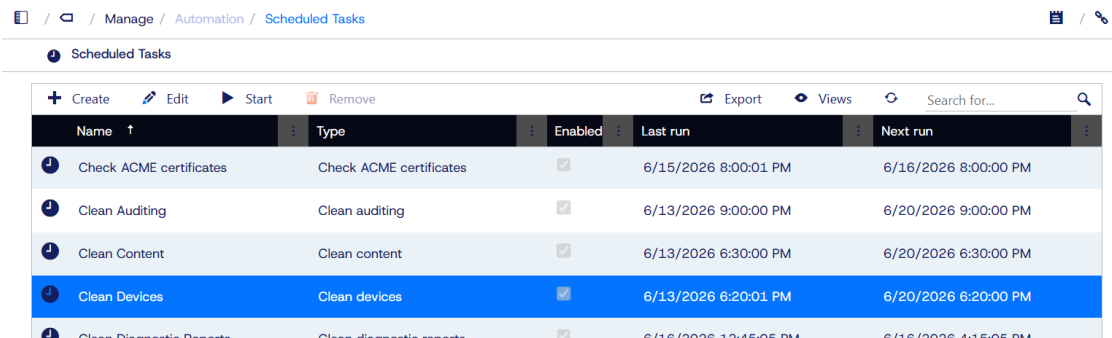


View Scheduled Tasks

Last Modified on 2026-06-29

The **Scheduled Tasks** page displays all scheduled tasks currently available in the Application Workspace System.

The default view lists all your scheduled tasks in alphabetical order. For each task, you will see a scheduled taskType, whether the task is **Enabled**, as well as the timing of its **Last run** and/or **Next run**.



The screenshot shows the 'Scheduled Tasks' page in a web application. At the top, there is a breadcrumb trail: 'Manage / Automation / Scheduled Tasks'. Below this is a toolbar with icons for 'Create', 'Edit', 'Start', 'Remove', 'Export', 'Views', and a search box. The main content is a table with the following columns: 'Name', 'Type', 'Enabled', 'Last run', and 'Next run'. The table contains five rows of tasks, with the 'Clean Devices' row highlighted in blue.

Name	Type	Enabled	Last run	Next run
Check ACME certificates	Check ACME certificates	<input checked="" type="checkbox"/>	6/15/2026 8:00:01 PM	6/16/2026 8:00:00 PM
Clean Auditing	Clean auditing	<input checked="" type="checkbox"/>	6/13/2026 9:00:00 PM	6/20/2026 9:00:00 PM
Clean Content	Clean content	<input checked="" type="checkbox"/>	6/13/2026 6:30:00 PM	6/20/2026 6:30:00 PM
Clean Devices	Clean devices	<input checked="" type="checkbox"/>	6/13/2026 6:20:01 PM	6/20/2026 6:20:00 PM
Clean Diagnostic Reports	Clean diagnostic reports	<input checked="" type="checkbox"/>	6/16/2026 12:45:05 PM	6/16/2026 4:15:05 PM

Selecting multiple table rows

- Adjacent rows: Click on the first row, hold down the Shift key, click on the last row in the range
- Non-adjacent rows: Hold the Ctrl or Cmd key and click on each row you want to select
- Adjacent rows, using only the mouse: Click and hold the left mouse button on the first row, then drag the cursor up or down across the rows to highlight the desired ones

TIP: You can create your own personalized view of the table by filtering the condition sets or adding/deleting columns and clicking **Save as** in the **Views** drop-down.

Manually initiate a scheduled task

To manually trigger a scheduled task, click **Start** in the table's toolbar.