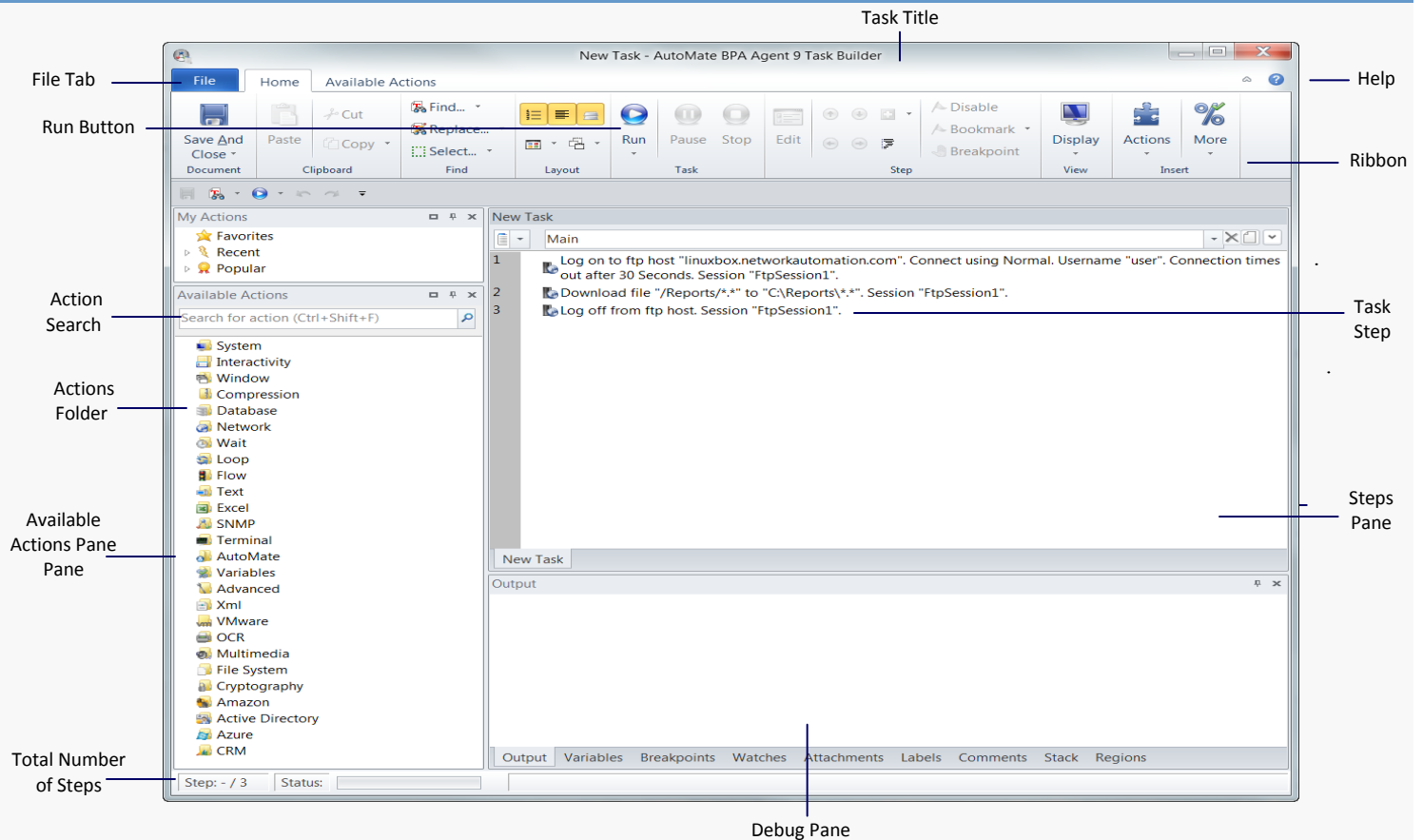


AutoMate BPA Task Builder



The Fundamentals

To Create a Task in the WFD:

1. Drag the task icon from the *Available Objects* pane
2. Click on *Unbuilt Task* to enter a task name.
OR
1. Double-click the task icon to add a new task.

To Create a Task in the Repository:

1. Select **Task** folder in the **Repository** tab.
2. Click on the **New** button.

To Open/Edit a Task in the WFD:

1. Double-click on a task to open the Task Builder.
OR
1. Right-click on a task → **Edit** to open the Task Builder.

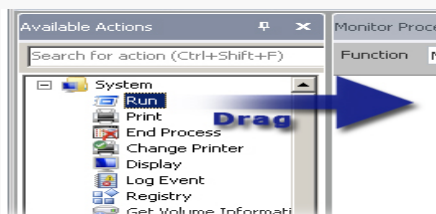
Task Building Basics

To Find Available Actions:

1. Enter a partial word of an action in the **Actions Search**.
OR
1. Scroll the the **Available Actions** pane and click the plus sign (+) on any actions folder.

To Add a Step:


1. Select and drag an available action into the **Steps Pane**. Or double-click on the available action.
2. Enter the properties for the task step and click the **OK** button.



To View/Edit Task Step(s):

1. Double-click the task step to open the action window to edit.
OR
1. Right-click on step → **Edit Step**.
OR
1. Highlight task step and click the **Edit** button in the *Ribbon*.

To Create a Region:

1. Select the steps, click on the **Create Region** button  from the *Ribbon*.
OR
1. Select the steps and press **Ctrl+R**.

To Add a Variable:

1. Select **Create Variable** action from the **Available Actions** Pane.
OR
1. Select **More** → **Add Variable** from the *Ribbon*.

Keyboard Shortcuts

F5	Run all steps
F6	Pause
F8	Add breakpoint
F9	Step through steps
Ctrl+A	Select All
Ctrl+C	Copy
Ctrl+F	Find
Ctrl+H	Find and Replace
Ctrl+R	Creates Region
Ctrl+S	Saves Task
Ctrl+V	Paste
Ctrl+Y	Redo
Ctrl+Z	Undo
Ctrl+F2	Stop/Reset
Ctrl+F5	Run Selected
Ctrl+Alt+C	Add Comment
Ctrl+Alt+V	Add Variable
Ctrl+Up	Move line-up
Ctrl+Down	Move line-down
Ctrl+Left	Indent line left
Ctrl+Right	Indent line right
Shift+C	Collapse all regions

Administration

To Check Task Details/Status:

- From WFD, select a task, right-click task → **Repository Properties** → **Details**.





OR

- From SMC, go to Repository tab.
- Select Task folder.
- Select a task, right-click → **Properties** → **Details**.

To Disable Task Step(s):

- Select and highlight step(s) from Task Builder.
- Right-click the task step(s) → **Disable**.

To Move Task Step(s):

- Select and highlight step(s) from Task Builder.
- Select these buttons from the **Ribbon** to:
 -  to move up.
 -  to move down.
 -  to move right.
 -  to move left.

OR

- Select and highlight step(s) from Task Builder.
- Press these hotkeys to:
 - Ctrl+UP to move up.
 - Ctrl+DOWN to move down.
 - Ctrl+RIGHT to move right.
 - Ctrl+LEFT to move left.

Debugging Basics

To Run a Task in the Task Builder:

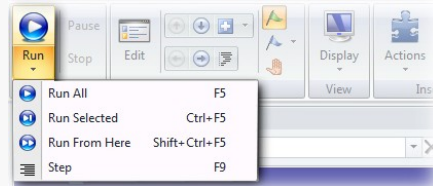
- To run the entire task, click the **Run All** button or press **F5**.

OR

- To run one or more selected steps, select the step(s), and select **Run Selected** or press **Ctrl+F5**.

OR

- To run the task from a specific step, select the step and select **Run From Here** or press **Shift+Ctrl+F5** to start the execution process.





To Run a Task from the WFD:

- Open the WFD.
- Click the **Run** button from the ribbon.



To Run a Task from the Repository:

- Go to the **Repository** tab from SMC.
- Select the **Task** folder.
- Select and highlight the task.
- Click on the Run button. 
- Specify an Agent/Agent Group and click **Run**. 

Debug Output Pane:

When running a task in the task builder, the **Output** debug pane contains detailed information about each step logged in real-time:

- Step number
- Action being performed
- Completion or failure of each step
- Extended information on failure (if applicable)

Variables Debug Pane:

The variables debug tab contain dynamic data, such as variables, arrays and datasets. When a task is ran, the variables tab generates real-time object information including their initial and current values.

Additional Debug Views:

Name	Type	Initial Value	Current Value	Description	Access	Scope
theFolder	Variable	C:\Temp\	C:\Temp\	Folder Name	Public	Local
theFile	Variable	C:\Temp\TEST\initialFile.txt	C:\Temp\TEST\initialFile.txt	FileName	Public	Local
currentFile	Variable	C:\Temp\TEST\filename.txt	C:\Temp\TEST\filename.txt		Public	Local
Var1	Variable	The Current Value	The Current Value		Public	Local


Breakpoints — List all Breakpoints contained in the task and their corresponding steps.

Comments — Displays each comment in the task along with its step number.

Watches — Shows all set watches and displays the evaluated values for the watched variables and expressions the task runs.

AutoMate BPA Server Task Error Notifications

To Email Global Task Error Notifications:

- In the SMC, click on **Options** tab → **Server Properties** → **SMTP** to configure the email server.
- Click on **Options** tab → **Default Properties** → **On Task Error**.  On Task Error
- Enter the To & From email addresses. Separate multiple email addresses with a comma (,) or a semi-colon (;).

On Task Error

Specifies the events that should occur in the event of a task error such as a task step failing.


E-mail error notification for this task

To:

From:

NOTE: The SMTP properties on the **agent** must be specified for emails to be sent.

To Email Task Level Error Notifications:

- In the **Repository** or right click on the Task in the WFD → select **Repository Properties** → **On Task Error**.
- Double Click** on the link to overwrite system properties.
- Enter the To & From email addresses.
- Click the **Apply** button. 

To Email Action Level Error Notification:

- Double click the On Error tab in the Action Properties of Any Action.
- Select **Add** → **Error Action** → **Send Email**.
- Enter the To & From email addresses.