

3.4. Batch operation groups

Batch Operations groups are composed of manual BOs that execute one after the other and can be scheduled daily, weekly or monthly overnight.

The Data management section provides a BO group menu:

Name	Description	Enabled	Schedule	
BOG1		✓	Daily	⋮
BOG2		✓	Weekly	⋮
BOG3		✓	Monthly	⋮

1 of 3 items | 10 items per page

It provides a table of BO groups with the following columns per each BO group row:

- Name: unique for each one
- Description: This field is optional
- Enabled: if it is already activated (green tick) or not (empty=disabled)
- Schedule: it can be daily, weekly or monthly

Above the table of BO groups, the system displays the 'New BO group' button.

3.4.1. BO Group Management

3.4.1.1. Create a batch operation group

The system clicks on the 'New Batch Operation Group' above the table of BO groups on the BO group menu page, and the system displays the 'New Batch Operations Group' window:

New Batch Operations Group

Name: Name is required

Description:

Schedule: ☐ Daily ☐ Weekly ☐ Monthly ☐ Enabled

Available Batch Operations	
Name	Library
☐ BoManualDelete-test	Common Batch Operation library
☐ BoManualDelete-test2	Common Batch Operation library
☐ BoManualInsert-test	Common Batch Operation library

1 10 Items per page 1 - 3 of 3 items

☐ Selected Batch Operations

The Administrator has to fill in the mandatory fields:

- Name: unique for each BO group
- Schedule: it can be daily, weekly or monthly. The Administrator has to select one of them to enable the BO group once all the mandatory fields are complete.
- Available BOs: This is the table of BOs available for the group; they must be enabled, released, and manually BOs. They also have to provide any result when being manually executed.

Moreover, Administrators can fill out the optional Description field.

The Administrator has to activate the 'Enabled' toggle if appropriate. The Administrator has to select the specific BOs displayed on the 'Selected BOs' pane and click the 'Save' button.

The system will save the data in the database and add the saved BO group to the list of BO groups.

The system will trigger, if enabled, the created BO group with the selected schedule during the nights.

3.4.1.2. Edit a batch operation group

The Administrator has to click on the Edit option of the 3-dot menu of the specific BO group at the list of BO groups, and the system will display the 'Update BO group' page:

Update Batch Operations Group

Name*BOG3

Descriptiondescription

Schedule:DailyWeeklyMonthlyEnabled

Available Batch Operations

	Name	Library
☐	BINT	Common Batch Operation library
☐	BoManualDelete-test	Common Batch Operation library
☒	BoManualDelete-test2	Common Batch Operation library
☒	BoManualInsert-test	Common Batch Operation library
☐	BoManualInsert-test2	Common Batch Operation library

1 - 5 of 5 items

Selected Batch Operations

BoManualDelete-test2

BoManualInsert-test

CANCEL

SAVE

The Administrator must update the fields and click the ‘Save’ button. The system will save the update in the database, and the table of BO groups will be updated accordingly.

3.4.1.3 Delete a batch operation group

The Administrator has to click on the Delete option of the 3-dot menu of the specific BO group in the list of BO groups. The system will delete the BO group from the database, and the table of BO groups will be updated accordingly. The table will no longer display the deleted record.