

Following Up on Executed Tasks

<https://campus.barracuda.com/doc/91129700/>

You can use the **Calendar** to verify whether tasks have succeeded or failed, and view details of the task execution.

You can rerun tasks directly from the **Calendar**. You can rerun tasks now, or schedule tasks to run again in the future, regardless of the task outcome. For tasks that have failed, you can choose to rerun the task on the failed devices only.

To rerun a task immediately

1. In Service Center, click **Automation > Calendar**.
2. Click one of the following views:
 - **Day**
 - **Week**
 - **Month**
 - **Agenda**
3. If you are in **Week** view and the task is displayed as part of a summary box, right-click the summary box and click **View Tasks**. See [Using the Summary Boxes in the Automation Calendar Week View](#). If you are in **Day, Month, Agenda** view, or you are in **Week** view and the task is not part of a summary box, go to step 4.
4. Right-click a task, and select **Run a copy now**, then select one of the following:
 - **On all devices**
 - **On succeeded devices** (for tasks that have succeeded) or **On failed devices** (for tasks that failed).

If the task was created using an automation policy, clicking **Run a copy now** creates a standalone task in the **Calendar** using the settings in the automation policy as a template.
5. If required, change any of the options for running the task.
6. Click **Run Now**.

To rerun a task at a future time

1. In Service Center, click **Automation > Calendar**.
2. Click one of the following views:
 - **Day**
 - **Week**
 - **Month**
 - **Agenda**
3. If you are in **Week** view and the task is displayed as part of a summary box, right-click the summary box and click **View Tasks**. See [Using the Summary Boxes in the Automation Calendar Week View](#). If you are in **Day, Month, Agenda** view, or you are in **Week** view and the task is not part of a summary box, go to step 4.
4. Right-click a task, and select **Schedule a copy**, then select one of the following:

- **On all devices**
- **On succeeded devices** (for tasks that have succeeded) or **On failed devices** (for tasks that failed).

If the task was created using an automation policy, clicking **Schedule a copy** creates a standalone scheduled task in the **Calendar** using the settings in the automation policy as a template.

5. If required, change any of the options for scheduling the task.
6. Click **Schedule**.

To view task execution results

You can view detailed results of executed tasks. When viewing script execution results, you get the following information:

- return code
- standard error, if any
- standard output, if any
- execution details, including outcome, start time, and execution time
- script details, including name, version, author, and parameters, if any.

For tasks based on an automation package, the execution results lists each script and includes a **Details** link to view execution results for each individual script.

1. In Service Center, click **Automation > Calendar**.
2. Click one of the following views:
 - **Day**
 - **Week**
 - **Month**
 - **Agenda**
3. If you are in **Week** view and the task is displayed as part of a summary box, right-click the summary box and click **View Tasks**. See [Using the Summary Boxes in the Automation Calendar Week View](#). If you are in **Day, Month, Agenda** view, or you are in **Week** view and the task is not part of a summary box, go to step 4.
4. Right-click a task, and select **View Execution Results**.

To export the standard output to a text file

This option is only available if there is Standard Output to export.

1. In Service Center, click **Automation > Calendar**.
2. Click one of the following views:
 - **Day**
 - **Week**
 - **Month**

- **Agenda**

3. If you are in **Week** view and the task is displayed as part of a summary box, right-click the summary box and click **View Tasks**. See [Using the Summary Boxes in the Automation Calendar Week View](#). If you are in **Day, Month, Agenda** view, or you are in **Week** view and the task is not part of a summary box, go to step 4.
4. Right-click a task, and select **View Execution Results**.
5. Click **Export Standard Output to File**.
6. Click **Open** or **Save**.

If the results include html tags, you can save the file as .HTM or .HTML in order for it to render properly.

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