

Batch Queue Admin, Batch Queue History and Task Scheduler Tool Rights

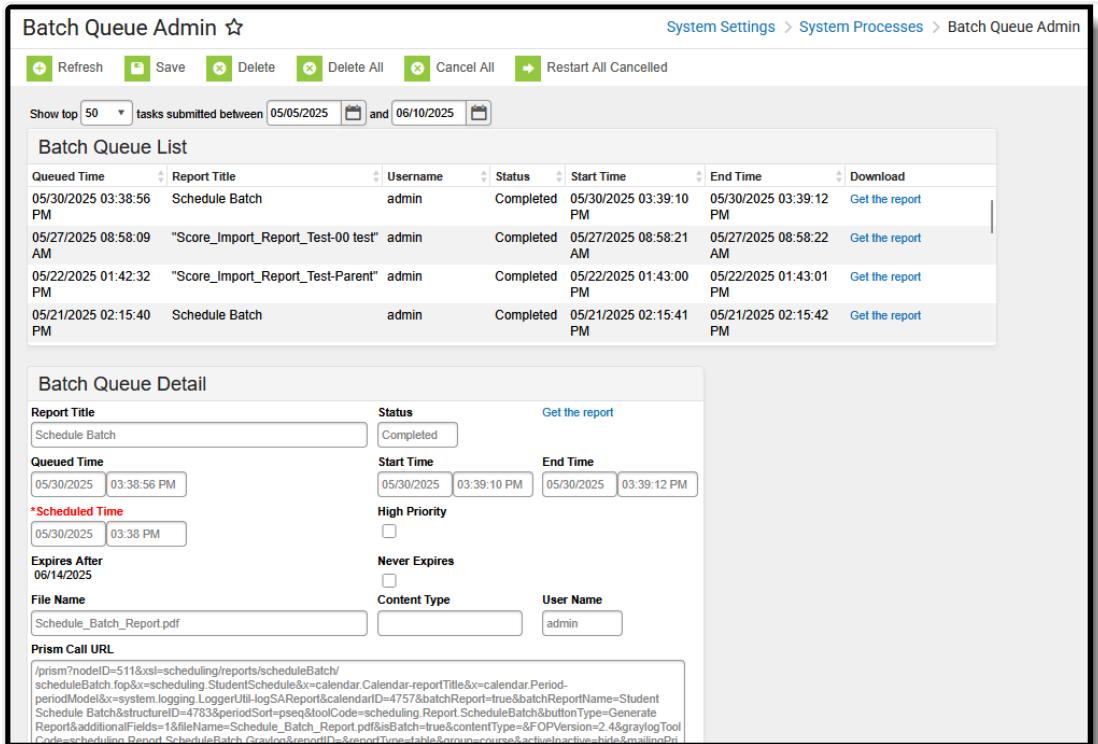
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The Batch Queue Admin, Batch Queue History and Task Scheduler tools are used by system administrators to manage reports and automated tasks within Campus. This article provides information on available tool rights for those tools.

Batch Queue Admin

The Batch Queue Admin tool is an advanced version of the Batch Queue tool that allows system administrators to review and manage reports. The Admin Queue also allows system administrators to easily view the user(s) who have scheduled each [Batch Queue](#) report.

See the [Batch Queue Admin](#) article for more information.



The screenshot shows the 'Batch Queue Admin' interface. At the top, there are buttons for Refresh, Save, Delete, Delete All, Cancel All, and Restart All Cancelled. Below this is a search bar with 'Show top 50' and date filters for '05/05/2025' to '06/10/2025'. The main area is divided into two sections: 'Batch Queue List' and 'Batch Queue Detail'.

Batch Queue List: A table showing scheduled reports. The columns are: Queued Time, Report Title, Username, Status, Start Time, End Time, and Download. The data is as follows:

Queued Time	Report Title	Username	Status	Start Time	End Time	Download
05/30/2025 03:38:56 PM	Schedule Batch	admin	Completed	05/30/2025 03:39:10 PM	05/30/2025 03:39:12 PM	Get the report
05/27/2025 08:58:09 AM	"Score_Import_Report_Test-00 test"	admin	Completed	05/27/2025 08:58:21 AM	05/27/2025 08:58:22 AM	Get the report
05/22/2025 01:42:32 PM	"Score_Import_Report_Test-Parent"	admin	Completed	05/22/2025 01:43:00 PM	05/22/2025 01:43:01 PM	Get the report
05/21/2025 02:15:40 PM	Schedule Batch	admin	Completed	05/21/2025 02:15:41 PM	05/21/2025 02:15:42 PM	Get the report

Batch Queue Detail: A form for a specific report titled 'Schedule Batch'. It includes fields for Report Title, Status (Completed), Get the report, Queued Time (05/30/2025 03:38:56 PM), Start Time (05/30/2025 03:39:10 PM), End Time (05/30/2025 03:39:12 PM), Scheduled Time (05/30/2025 03:38 PM), High Priority (unchecked), Never Expires (unchecked), Content Type (PDF), User Name (admin), and a Prism Call URL field containing a long URL.

Batch Queue Admin

Available Tool Rights - Batch Queue Admin

R	W	A	D
<ul style="list-style-type: none">Access and view the Batch Queue Admin tool.Filter the available items to a specific date range.Select an item from the Batch Queue list and view the details.Access the report from the Batch Queue list and from the Batch Queue Detail.Refresh the list of items in the queue.	<ul style="list-style-type: none">Modify the details of a selected item and save the updates.Cancel all items in the queue.Restart all items in the queue.	N/A	<ul style="list-style-type: none">Delete a selected item in the queue.Delete ALL items in the queue.

Batch Queue History

The History tool provides a list of reports that have been assigned to the Batch Queue and deleted either manually by a user or automatically, through the Batch Queue Maintenance task.

See the [Batch Queue History](#) article for more information.

Batch Queue History ☆

System Settings > System Processes > Batch Queue History

Refresh
Show top 50 tasks submitted between 01/01/2025 and 06/10/2025

Batch Queue List

Queued Time	Report Title	Username	Status	Start Time	End Time
01/07/2025 02:01:47 PM	ImmunizationComplianceSummary_2024-25 Robbinsdale	Val_Minder	Deleted	01/07/2025 02:02:02 PM	01/07/2025 02:02:08 PM

Batch Queue Detail

Report Title	Status	
ImmunizationComplianceSummary_2024-25 Robbinsdale	Deleted	
Queued Time	Start Time	End Time
01/07/2025 02:01:47 PM	01/07/2025 02:02:02 PM	01/07/2025 02:02:08 PM
*Scheduled Time		
01/07/2025 02:01 PM		
High Priority	<input type="checkbox"/>	
Never Expires	<input type="checkbox"/>	
File Name	Content Type	User Name
ImmunizationComplianceSummary_2024-25_Robbinsdale_Midd		Val_Minder
Prism Call URL		
<pre>/prism?modelId=3150&x=health.ZzImmunizationSummary&x=health.VaccineList&x=calendar.Calendar-reportTitle&filter=&x=si-health/report/ZzImmunizationSummary/ZzImmunizationSummary_top&fileName=ImmunizationComplianceSummary_2024-25_Robbinsdale_Middle_Sch.pdf&contentType=application/pdf&useLatestFOP=1&_include=grade&grade=07&gradeOption=Grade_07&refuseDate=01/07/2025&format=pdf&allSchoolCountTotal=18&commParPercentage=1&order_byTotal=1&calendarType=TV</pre>		

Batch Queue History

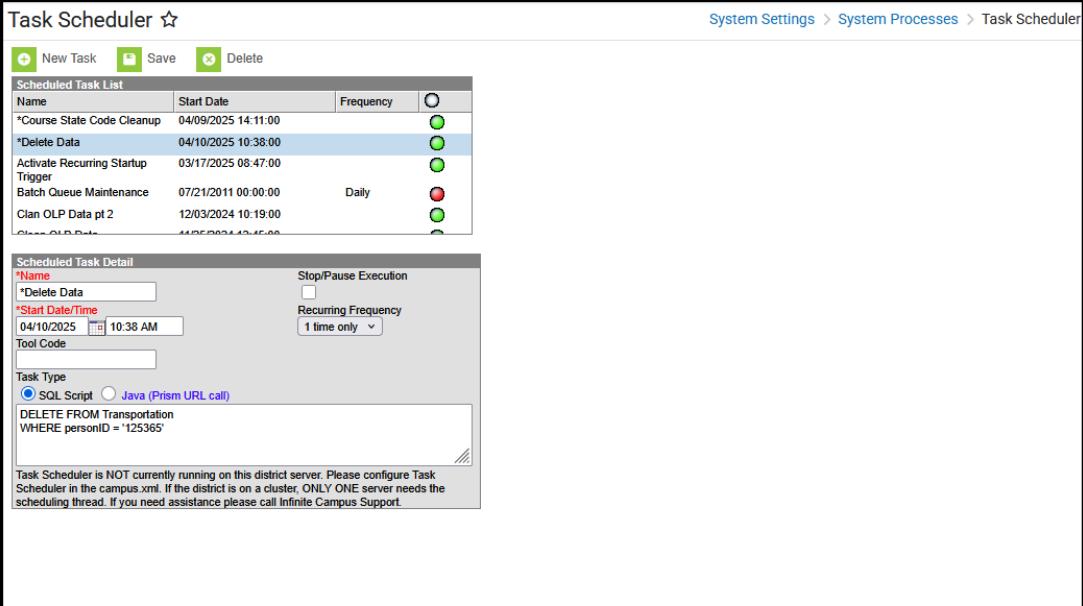
Available Tool Rights - Batch Queue History

R	W	A	D
<ul style="list-style-type: none"> Access and view the Batch Queue History tool. Filter the available items to a specific date range. Select an item from the Batch Queue list and view the details. Access the report from the Batch Queue list and from the Batch Queue Detail. Refresh the list of items in the queue. 	<ul style="list-style-type: none"> N/A 	<ul style="list-style-type: none"> N/A 	<ul style="list-style-type: none"> N/A

Task Scheduler

Use the Task Scheduler tool to set the dates and times for running SQL queries or Prism URL calls from the Campus database. Recurring tasks may be set to run hourly, daily, weekly or on monthly rotations. One-time tasks may also be scheduled.

See the [Task Scheduler](#) article for more information.



The screenshot shows the 'Task Scheduler' interface. At the top, there are buttons for 'New Task', 'Save', and 'Delete'. Below this is a 'Scheduled Task List' table with the following data:

Name	Start Date	Frequency
*Course State Code Cleanup	04/09/2025 14:11:00	Hourly
*Delete Data	04/10/2025 10:38:00	Hourly
Activate Recurring Startup Trigger	03/17/2025 08:47:00	Hourly
Batch Queue Maintenance	07/21/2011 00:00:00	Daily
Clear OLP Data pt 2	12/03/2024 10:19:00	Hourly
Clear OLP Data pt 3	12/03/2024 10:19:00	Hourly

Below the list is a 'Scheduled Task Detail' panel for the task named 'Delete Data'. It shows the following configuration:

- Name:** Delete Data
- Start Date/Time:** 04/10/2025 10:38 AM
- Stop/Pause Execution:**
- Recurring Frequency:** 1 time only
- Tool Code:** (empty)
- Task Type:** SQL Script Java (Prism URL call)
- SQL Script Content:** DELETE FROM Transportation WHERE personID = '125365'

At the bottom of the detail panel, there is a note: 'Task Scheduler is NOT currently running on this district server. Please configure Task Scheduler in the campus.xml. If the district is on a cluster, ONLY ONE server needs the scheduling thread. If you need assistance please call Infinite Campus Support.'

Task Scheduler

Available Tool Rights - Task Scheduler

R	W	A	D
<ul style="list-style-type: none"> Access and view the Task Scheduler tool. Select an item from the Scheduled Task List and view the Scheduled Task Detail. 	<ul style="list-style-type: none"> Modify values for a Scheduled Task Detail and save the changes. 	<ul style="list-style-type: none"> Create and save new tasks. 	<ul style="list-style-type: none"> Delete scheduled tasks.

Suggested User Groups

Typically, users of these tools have already been assigned one or more Product Security Roles that

grant administrative-level access; therefore, a user group assignment is not necessary.

If your district's needs are different, you may choose to create a group that meets those needs.

See [User Groups and Suggested Roles](#) for more information.
