

## Active Task Manager overview



The Active Task Manager is intended for [automatic](#) and/or [manual](#) starting tasks under Windows 95/98/ME/NT/2000/XP.

The Active Task Manager supports three types of tasks:

- **executable** (any *exe*, *com* or *bat* file); special properties of this task type are: command line, arguments (optional) and working folder (optional);
- **backup** of files (the [Active Backup Expert](#) software is required);
- **reminder** message; special properties are: message text, repeat count, repeat delay and wav-file name, that played during message displaying.

Thanks to the Settings window you can view, add, configure and remove tasks in task list. You can assign as many tasks as you wish.

For automatic start you should specify the time of the next start and the interval between two consequent starts (from 1 minute). It is possible to execute a task only once. To do so simply set the interval between two consequent starts as 0.

The alternate way to launch tasks unattendedly is the [start under detailed schedule](#). It lets you to set very flexible schedule for task starting.

To start a task manually you don't need any schedule for it.

Normally the Active Task Manager displays as an icon in the Status Area of the Windows TaskBar (also known as Tray).



The [automatic start mode](#) is on.



The automatic mode is switched off.

The right button click on this icon will display the [Active Task Manager Menu](#), and the double click of the left button will open [Settings dialog](#).

On exit the Active Task Manager automatically saves all the changes you've made to the disk, and the next time it starts in the state as it was completed.

If during the start of Active Task Manager the moment of the next start of the task already has passed, the ATM starts the task immediately or does not start it at all depending on the setting of the property [don't execute, if the moment already passed](#).

As a rule the Active Task Manager starts automatically during the system startup. If you don't want it to start automatically, uncheck the [Add to StartUp](#) field in the [Options dialog](#).

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## Registration

OrionSoftLab Active Task Manager is not a free software. You may install it for evaluation purposes without any charge for a period of **30 days**. If you wish to use it after 30 days, please, register this software or uninstall it.

You can register **Online** or send us a **Phone, Fax, or Mail Order**

The details of the registration process are described in the **Order.txt** file which is contained in the installation package.

To register online please visit ATM registration page at

[http://www.orionsoftlab.com/tm/tm\\_reg.htm](http://www.orionsoftlab.com/tm/tm_reg.htm).

When payment is received you will be sent a registration key. It is personal and is not subject to transmission to other persons. This key should be entered in the **Registration dialog** which appears when pressing the **Register button** at the **About dialog**.

This key will work with all later versions of ATM.

Once you register this software all future upgrades will be free!

**Note:** If you bought the Active Task Manager as a part of the Active Backup Expert Pro, you need not to enter the registration key at the ATM **Registration dialog**. Once you enter the key in the Active Backup Expert Pro, the ATM will become "registered" automatically.

## Where to find the fresh info

You can always find latest information about Active Task Manager at our Web-site

<http://www.orionsoftlab.com>

at the Active Task Manager page

<http://www.orionsoftlab.com/tm/>

The latest version of the Active Task Manager is always available for downloading at

[http://www.orionsoftlab.com/orion\\_tm.zip](http://www.orionsoftlab.com/orion_tm.zip)

or

[http://orionsw.virtualave.net/orion\\_tm.zip](http://orionsw.virtualave.net/orion_tm.zip).

If you have questions or have found a bug in the Active Task Manager, feel free to e-mail it to our technical support team:

[support@orionsoftlab.com](mailto:support@orionsoftlab.com)

*Welcome to evaluate and register OrionSoftLab products!*

## Automated start of tasks

serves for periodic (with specified period between two sequential starts) or single start of tasks at the appointed time.

To set your task(s) to start automatically please do the following:

1. Start the Active Task Manager.
2. Open the [Settings dialog](#) (double click the Active Task Manager's tray icon). Switch [automatic start mode](#) on by using the button [Scheduling all tasks](#).
3. Add necessary tasks by using the [New task Wizard](#), set their interval between starts (0 for single start) or [Detailed schedule](#). Check [Scheduling this task](#) field.
4. Close Settings Dialog.

After that the Active Task Manager will start automatically all active tasks (the tasks with the Scheduling this task field checked).

You can execute any of the tasks manually independently of their active state (see. [Hand-operated start of tasks](#)).

## New Task Wizard

Lets you append the new task into the Task list.



The image shows a Windows-style dialog box titled "Adding new Task". It features a blue title bar with a question mark icon and a close button. On the left side, there is a colorful graphic of a clock, a pen, and a notepad with the equation "2+2=1". The main area of the dialog contains the following text:

New Task Wizard - the easiest way to Add a Task to Task List and set all needed properties.

Please, specify the Name of new task. This name will be used at the Task list to identify the task.

**New task Name**

At the bottom of the dialog, there are four buttons: "Help", "< Previous", "Next", and "Cancel".

## Maximum log size

size of the log file must not exceed of this value

## Working with detailed schedule

You can select one of three kinds of detailed schedule for each task:

- daily;
- weekly and
- monthly.

Using [Detailed schedule dialog](#), you can set needed start times for any days of selected period.

After setting detailed schedule the moment of the next start of task determined by this schedule, not by [Interval between starts](#).

If you set detailed schedule for a task, it will be started the same way as if the [Don't execute, if moment passed](#) is checked.



## Manual start of tasks

is intended for execution of the most frequently used programs, and for immediate start of a task that participates in a [automatic start mode](#).

To start your task(s) manually do following:

1. Start the Active Task Manager.
2. Open the [Settings dialog](#) (double click the Active Task Manager's tray icon).
3. Add necessary tasks using [New task Wizard](#). It's not necessary to set any kind of schedule for that tasks.
4. Click [Execute button](#) at Settings Dialog.

You can execute any task manually independently of the task 'Active' state.

All tasks of type Executable can often be launched from [the Active Task Manager menu](#) without opening Settings Dialog.

## Automated start mode

This mode is the main mode of the Active Task Manager.

You can switch [scheduling of all tasks](#) by clicking Scheduling button at [Settings dialog](#).

If you start the Active Task Manager, or change the [task list](#), or switch the automatic start mode, the Active Task Manager works as follows:

- Checks, whether the automatic start mode is on;
- If it's off, the Active Task Manager becomes "asleep" on uncertain time, while you do not make it active by calling the Active Task Manager menu or by opening a Settings dialog;
- If it's on, the Active Task Manager looks through the list of active tasks (see. [The automatic start of tasks](#)), determines the time to the next start of each task, selects the minimal time, and becomes "asleep" for this time; after "waking up" the ATM detects if the start time of any of the task has already occurred, and if so, the Active Task Manager executes this task;
- If the schedule kind for this task is Execute periodically, the Active Task Manager sets new next start time for this task according to it [interval between sequential starts](#), or switches off that task from automatic start mode, if this interval is equal to 0 (see. [Task Configuration](#));
- If schedule kind for that task is [Detailed schedule](#), the Active Task Manager sets new next start time for this task according that schedule;
- the Active Task Manager repeats last three steps.

**Note.** The task can be not executed, if [Don't execute, if the moment has passed](#) checked.

## Units

Radio group sets time interval units

## Add...

Add a new task into the Task list by using [New Task Wizard](#)

## Configure...

Change task properties by using Task Configuration dialog

**Remove...**

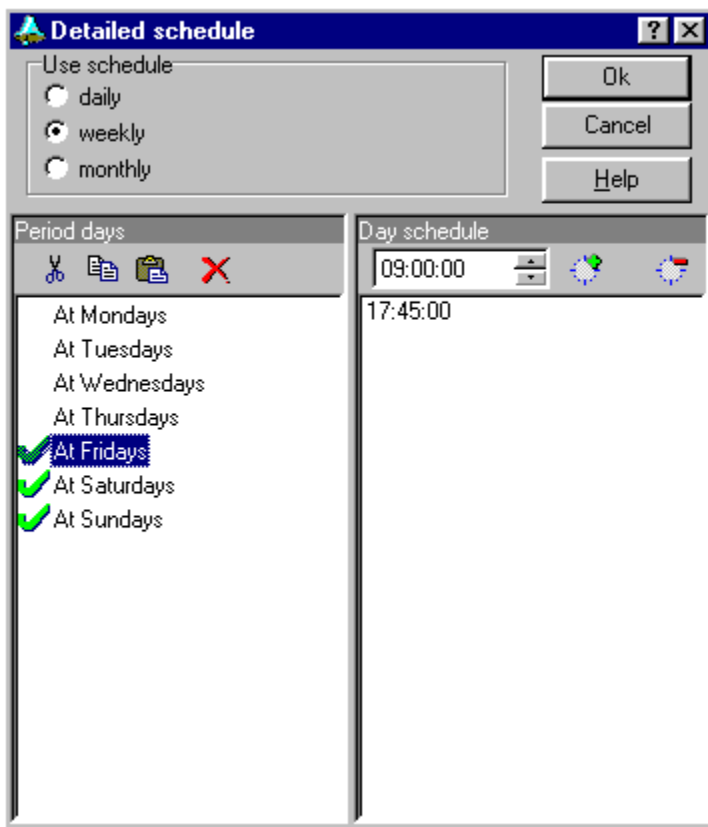
Remove selected task from Task list

## Execute

Launch selected task independent of it active state

## Detailed Schedule dialog

lets you set launch moments for each task for every day, depending of day of week or month.



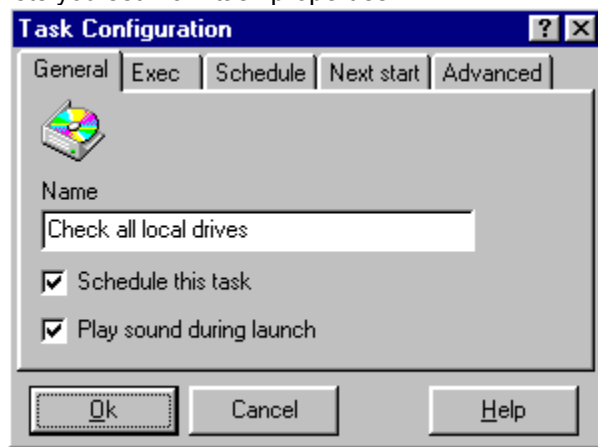
If you change schedule period, old schedule will be lost.

To get help about a dialog control point to it by handshaped cursor and click left button.



## Task Configuration dialog: General page

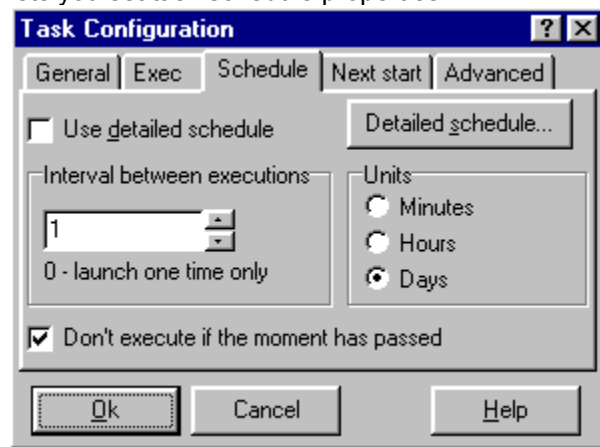
lets you set main task properties.



To get help about a dialog control point to it by handshaped cursor and click left button.

## Task Configuration dialog: Schedule page

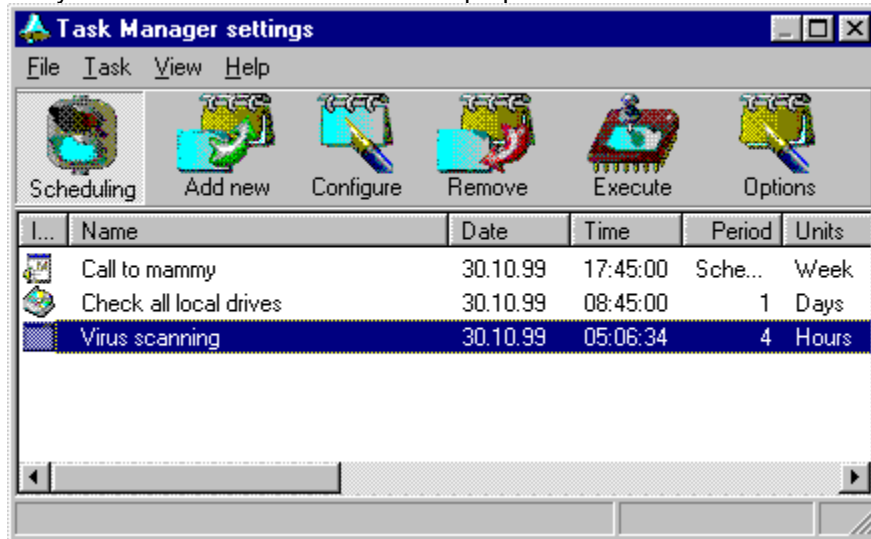
lets you set task schedule properties.



To get help about a dialog control point to it by handshaped cursor and click left button.

## Settings window

lets you view the Task list and set task properties



Double clicking a Task list item is equal to clicking the Configure button when the item is selected.

You can quickly add an Executable tasks by "dragging" appropriate icons from Windows Explorer or from Desktop and "dropping" it at the Settings window. If you drag only one icon, the Active Task Manager also opens [Task Configuration dialog](#) to let you set properties of that task.

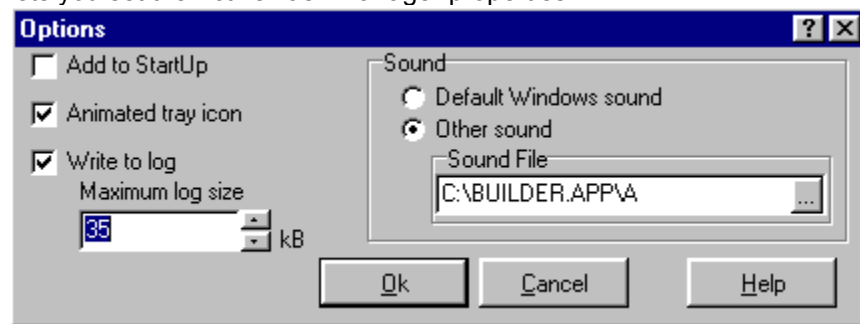
To get help about a dialog control point to it by handshaped cursor and click left button.

### Attention!!

All the settings you do at the Settings window are not applied until you close the Settings window.

## Options dialog

lets you set the Active Task Manager properties.



To get help about a dialog control point to it by handshaped cursor and click left button.

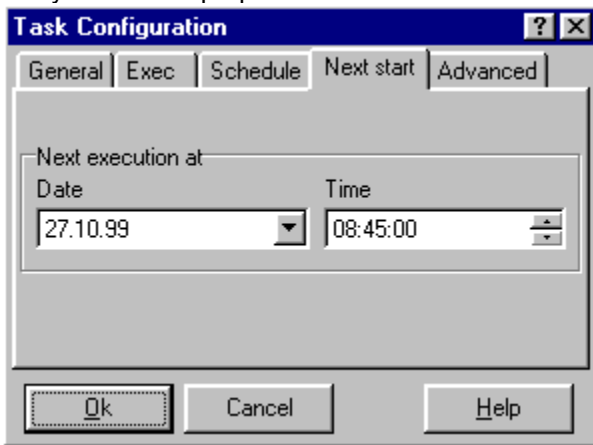
## Process priority

lets you way to change default process priority class for your task.

**Note:** Too high priority may cause system unstable.

## Task Configuration dialog: Next start page

lets you set task properties.

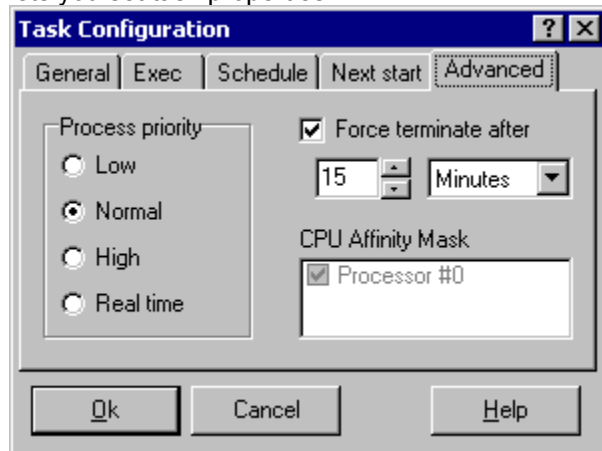


**Next execution at** sets the date and time of next start of task. If this moment is already passed, the Active Task Manager runs this task immediately (see [Don't execute, if moment passed](#)).

To get help about a dialog control point to it by handshaped cursor and click left button.

## Task Configuration dialog: Advanced page

lets you set task properties.



To get help about a dialog control point to it by handshaped cursor and click left button.

## CPU Affinity Mask

Sets the processors the task thread is allowed to run on.

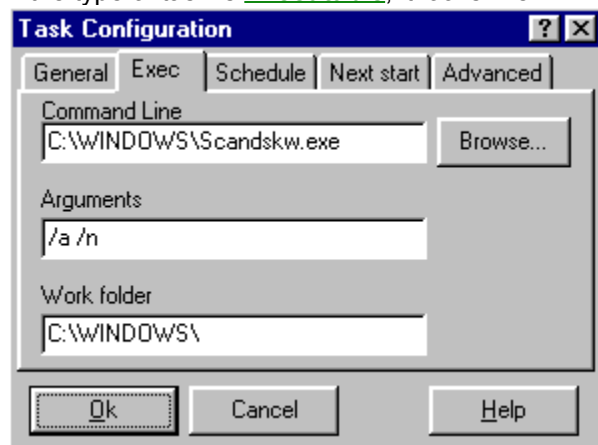
**Note:** Incorrect setting of this option may cause a significant decreasing of the task speed.



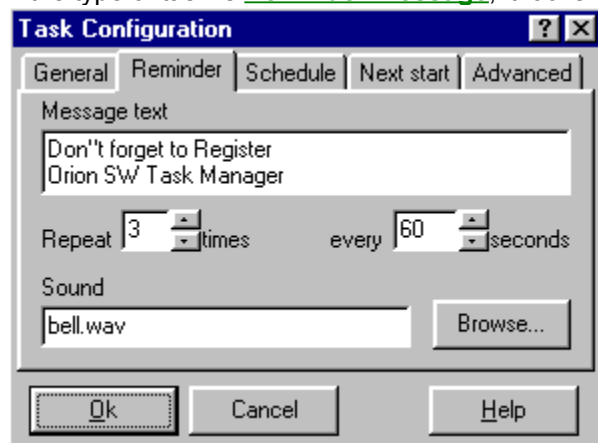
## Task Configuration dialog: Special page

lets you set the task properties that are specific to the task type chosed at the task creation.

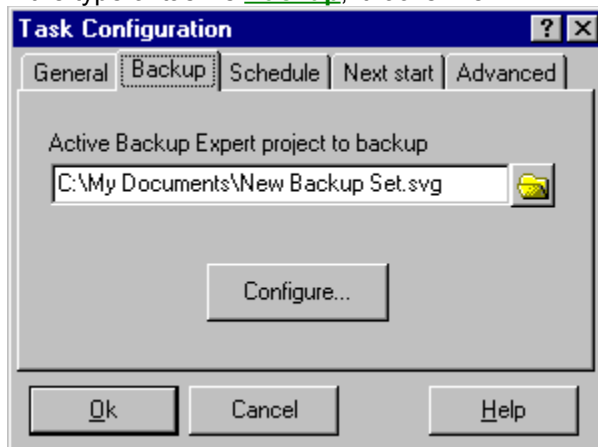
If the type of task is **Executable**, it looks like



If the type of task is **Reminder message**, it looks like



If the type of task is **Backup**, it looks like



To get help about a dialog control point to it by handshaped cursor and click left button.

## Backup Task Type

You can use the Active Task Manager in order to create the Scheduled Backups of important files.

**Note:** To create the Scheduled Backup you need the [Active Backup Expert](#) software installed on your system.

When creating the new task just select the Backup task type and fill needed Active Backup Expert's project name in. You can configure the linked ABE-project by pressing the [Configure button](#) at the Backup page of the [Task Configuration dialog](#).

## **Force terminate after**

You can set time, after expiring which the task will be terminated independently of its completion state.

## Configure button

Lets to edit properties of the Active Backup Expert project the task is linked to.

## **ABE-project filename**

Displays the filename of the Active Backup Expert project the task is linked to.


## Task List

lists all the Active Task Manager tasks and their properties

## Task List header

displays task list columns headers.

Click at column header sorts tasks by this column value.

Current sort column marked by this icon: 

## **Browse...**

Displays Open File dialog. Using it you can select a file.



## Interval between starts

time interval between two consequent starts of this task. If it is 0 - launch this task ones and switch scheduling of it off.

If you set Detailed schedule for this task, this parameter will be ignored.

## Schedule this task

If unchecked, this task don't launched automatically

## Use Detailed schedule

If checked, this task uses Detailed schedule;  
if unchecked, this task uses Execute periodically.

## Time

sets time of day of next start

## Date

sets the date of next start

## Detailed Schedule

Opens Detailed schedule dialog

## Schedule kind

sets detailed schedule period: day, week or month


## Command line

Contains full path name of executable file



## Period days list

displays all days of selected period.

The days containing the start moments are marked by an icon 

## Start times list

displays all start moments for selected day.

## Active Task Manager menu

while the Settings dialog is closed this menu is displayed by right click at the Active Task Manager tray icon. It contains following items:

- Open** opens [Settings dialog](#)
- Switch scheduling on/off** switch [Automated start mode](#)
- Executables** contains all Executable tasks; it is useful for quick [hand-operated start of tasks](#)
- Exit** close the Active Task Manager and remove it from tray

## Cut day button

Cut selected day schedule to clipboard

## Arguments

Contains an argument list of executable task

## Copy day button

Copy selected day schedule to clipboard

## Add to StartUp

Place the Active Task Manager shortcut into the StartUp group

## Write to log

If checked, the Active Task Manager writes information about tasks execution into file TMLog.txt. You can always view this file to see details of your tasks executing



## Paste day button

Paste the schedule from clipboard to selected day schedule

## Remove day button

Remove selected day schedule

## Add time button

Add specified moment to the selected day time list

## Task name

Any line of text. It will be used in the task list to identify this task

## Delete time button

Delete selected moment from selected day times list

## Working folder

will be set as default folder for you task process

## Time picker

lets set the moment for adding to the times list

## Don't execute, if moment passed

If this option is checked, the Active Task Manager will start the given task only in case the moment of the Active Task Manager "waking" is more than desirable time of start no more than 1 minute. This option can be useful, if the execution of the task is meaningful only at specified moment, and the execution of it at other time is undesirable.

For example, on your firm every day at 8:00 (before a working day) must be run database indexing process; it occupies 45 minutes, and uses the database in an exclusive mode. For this purpose you can install OrionSoftLab the Active Task Manager, add the "Index DataBase" task (specific to your database), set interval between starts to 1 day, next start day to tomorrow and start time to 8:00. If due any reasons at 8:00 this computer was switched off, or the Active Task Manager was not loaded, and the Active Task Manager start has taken place at 9:00, it will detect, that the moment of start of the "Index DataBase" task already has passed.

Further, two variants of operation of Task Manager are possible:

- If an option **Don't execute, if the moment has passed** is switched off, the immediate start of the command will happen; as result within 45 minutes nobody of employers will can't get a database access;
- If an option **Don't execute, if the moment has passed** is switched on, the start of the command will not happen, the time of the following start will be set at 8:00 of next day.

Therefore in this case it is better to check an option **Don't execute, if the moment has passed**.

Another example. You need to receive the periodic computer mail and to process it. This mail comes nonuniformly. In order to automate this operation you can add the "Reception / processing of mail" task (specific for your needs) and set interval between starts to 1.5 hours. Date and time of the next start are not important for you. In the morning, by coming to job, you switch on the computer. the Active Task Manager will detect, that the time of start of this task already has passed.

Further, two variants of operation of the Active Task Manager are possible:

- If an option **Don't execute, if the moment has passed** is switched off, the immediate start of the "Reception / processing of mail" task will happen; as result, all incoming mail accumulated for night, immediately will be received and is processed, that for certain coincides with your natural desire;
- If an option **Don't execute, if the moment has passed** is switched on, the start of the command will not happen, the following start of the given command will happen in 1,5 hours after a beginning of a working day and the mail will be processed with lateness.

Therefore at addition of such task it is recommended to uncheck an option **Don't execute, if the moment has passed**.

If you set Detailed schedule for given task, this option will be ignored. This task will be run as if option **Don't execute if moment passed** is checked.



## Animated icon

Determines the tray icon behavior.

## Default Windows sound

use default Windows sound as sound signal

## Other sound

use as sound signal the specified sound

## Sound file name

lets to specify sound file name as sound signal

## Play sound

if checked, the Active Task Manager will play sound during start of this task

## Message text

will be displayed in Reminder window

## Repeat count

shows how many times Reminder window will be displayed.

## **Repeat delay**

determines the time interval between the Reminder window shows.



## Scheduling all tasks

Switch on/off [Automated start mode](#) (same as Switch scheduling on/off of Task Manager menu)

## Executable Task Type

You can use the Active Task Manager in order to launch any .EXE, .COM or .BAT file.

When creating the new task select the Executable task type and specify the Filename to launch, the Working folder for the file and the Command line Arguments. To change this properties of an existing task use the Exec page of the of the [Task Configuration dialog](#).

## Reminder Task Type

This task type displays the text and sound notification to the user.

When creating the new task just select the Reminder task type and fill the Reminder properties. To change this properties of an existing Reminder task, use the Reminder page of the [Task Configuration dialog](#).

## User Account

The ATM requires you to enter some Windows User Account info (the user name and the password) that it will use to start tasks on behalf of.

This account can be as your personal Windows account as the special Windows account you create to be used by the ATM. Please note that Windows disallow the ATM to use accounts with a blank password.

If you don't want to enter any personal account info, you can use the SYSTEM account. In this case the tasks the ATM launches for you will be limited in privileges by the privileges set for the SYSTEM account. This is also truth for any other account you might enter.

