

Managing Jobs

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CLOUDERA

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Creating new email jobs

Cloudera Data Visualization supports three type of email jobs:

Immediate email

You can share existing visuals with other users on an ad-hoc basis using email.

About this task

Follow these steps to email a visual, a sheet, or a dashboard of your choice. You can accomplish this task either from Edit mode or from View mode.

Before you begin

You need an email template to perform this task. You can use the default template or configure your own. For instructions, see [Creating new email templates](#).

Procedure

1. Open the dashboard that you want to share through email or that contains the visual that you want to include in the email.
For visuals, follow the steps below. For dashboards, follow the same steps, but open the supplemental menu for the dashboard instead.
2. Click  in the upper-right corner to open the supplemental menu,
3. Select Email from the drop-down.
The Email Visual modal appears.

4. Select the Email now option.

Email Visual

Email now Schedule Email Email based on threshold

Email Detail

To*

CC

Error Notification Emails

Reply To

From vizapps_admin <cloudera.viztest@gmail.com>

Subject*

Email Template [Preview Email Template](#)

Message
[Show Job Parameters](#)

Page Parameters Include page parameters Do not include page parameters

URL alias Use URL Alias

Attach Embedded Image PNG PDF XLSX CSV

[Go to Jobs page to view status](#)

5. Fill in the email details.

Fields marked with an asterisk are mandatory.

- To – Enter the email addresses of the primary recipients of the message.
- CC – Enter the email addresses of other recipients.
- Error Notification Emails – Enter an email address where you want to receive data visualization error messages.
- Reply To – Enter an email address if you would like responses to go to a different email address than the sender.
- From – You can set the value of this field in Site Settings.
- Subject – You can change the default title of the email.

**Note:**

The subject is the prefix you specified when enabling email, with the title of the visual added. The default prefix is [Cloudera Data Visualization].

6. Under Email Template, leave the Default Email Template selected.**7. If you want to see how the template looks, click Preview Email Template.**

Note: Only users with administrative privileges can create and manage email templates. For more information, see *Creating new email templates*.

8. Enter the text of the email in the Message field.**9. For visuals that have parameterized fields on their shelves, in Page Parameters you can choose:**

- Include page parameters (default)
- Do not include page parameters

10. You can add a short URL in the email.

You can create a new alias or use an existing one that you created earlier.

**Important:**

Add the Current Sheet Link to the message, otherwise, the URL alias will not appear in the email.

- Click the Use URL Alias checkbox.
- Choose an existing URL alias or create a new one.
- Click Show Job Parameters under the Message textbox.
- Click Current Sheet Link.

The <<app_url>> appears in the message.

11. For Attach options, decide whether you want to embed the image in the email and select what format to use:

- Embedded Image (default)
- PNG
- PDF
- XLSX
- CSV

12. Click SEND.

The system notifies you that the email is being prepared. Once the process is complete, a success message will confirm that the operation was successful.

What to do next

You may choose to see the list of pending emails, cancel running jobs, or re-send an email. Click the link Go to Jobs page to view status on the UI for details.

For more information, see *Managing jobs*.

Related Information

[Creating new email templates](#)

[Managing jobs](#)

Schedule-based email

You can schedule regular emails of visuals, sheets, and dashboards. Scheduled jobs run on a schedule, or are triggered by measures on the dataset reaching a defined threshold.

About this task

Follow these steps to schedule sending emails of visual, sheet, or dashboard. You can accomplish this either in Edit or in View mode.

Before you begin

- You need an email template to perform this task. You can use the default template or configure your own. For instructions, see [Creating new email templates](#).
- Before you schedule an email, check the Enable scheduled jobs option in Site Settings Jobs . For more information, see [Enabling scheduled jobs](#) in the Site Settings documentation.

Procedure

1. Open the dashboard that you want to share through email or that contains the visual that you want to include in the email.

For visuals, follow the steps below. For dashboards, follow the same steps, but open the supplemental menu for the dashboard instead.

2. Click  in the upper-right corner to open the supplemental menu,
3. Select Email from the drop-down.
The Email Visual modal appears.

4. Select the Schedule Email option.

Email Visual

Email now  Schedule Email Email based on threshold

Email Detail

Job Name*

Repeat

Hourly ▼

Every at minute(s) past the hour UTC

Local Time: 25 Apr 2023 11:46 Central (UTC+0200)

UTC Time: 25 Apr 2023 09:46 UTC

To*

CC

Error Notification
Emails 

Reply To 

cloudera.viztest@gmail.com

From

vizapps_admin <cloudera.viztest@gmail.com>

Subject*

[Cloudera Data Visualization]

Email Template

Default Email Template ▼

[Preview Email Template](#)

Message

[Show Job Parameters](#)

Page Parameters 

Include page parameters Do not include page parameters

URL alias

Use URL Alias

Attach 

Embedded Image PNG PDF XLSX CSV

[Go to Jobs page to view status](#)

CANCEL

SAVE

5. In the Job Name text box of the Email Detail tab, enter the name of the scheduled job.
6. In the Repeat field, select an existing schedule interval:

- Hourly (default)
- Daily
- Every Weekday
- Weekly
- Monthly
- Quarterly
- or any existing custom schedule.

**Note:**

You can also select Create New Schedule. This option is available to Admin users only.

7. Fill in the email details:

- In the To text box, enter the email addresses of the primary recipients of the message.
- In the CC text box, enter the valid email addresses of other recipients.
- In the Error Notification Emails text box, enter an email address where error notifications will be sent to.
- In the Reply To text box, add an email address if you want responses to go to a different email address than the sender.
- The value of the From field is configured on the Site Settings interface.
- In the Subject text box, you can change the title of the email.

**Note:**

The subject is the prefix you specified when enabling email, with the title of the visual added. The default prefix is [Cloudera Data Visualization].

8. Under Email Template, leave Default Email Template selected.
9. If you want to see how the template looks, click Preview Email Template.



Note: Only users with administrative privileges can create and manage email templates. For more information, see *Creating new email templates*.

10. Enter the text of the email in the Message field.
11. For visuals that have parametrized fields on their shelves, in the Page Parameters you can choose one of these:
 - Include page parameters (default)
 - Do not include page parameters, which includes default picklist parameters.
12. You can add a short URL in the email.

You can create a new alias or use an existing one that you created earlier.

**Important:**

Add the Current Sheet Link to the message, otherwise, the URL alias will not appear in the email.

- a. Click the Use URL Alias checkbox.
- b. Choose an existing URL alias or create a new one.
- c. Click Show Job Parameters under the Message textbox.
- d. Click Current Sheet Link.

The <<app_url>> appears in the message.

13. For Attach options, choose one of these:

- Embedded Image (default)
- PNG
- PDF
- XLSX
- CSV

14. Click SAVE.

The system notifies you that the schedule was created successfully.

Related Information

[Creating new email templates](#)

Threshold-based email

You can schedule an email job that is triggered by measures on the dataset reaching a defined threshold. It means that email notifications are sent when the specified triggering condition occurs.

About this task

Follow these steps to define triggering conditions and triggered emails for a visual, a sheet, or a dashboard. You can accomplish this either in Edit or in View mode.

Before you begin

You need an email template to perform this task. You can use the default template or configure your own. For instructions, see [Creating new email templates](#).

Procedure

1. Open the visual you want to include in the email.
2. Click  in the upper-right corner to open the supplemental menu,
3. Select Email from the drop-down.
The Email Visual modal appears.

4. Select the Email based on threshold option.

Email Visual

Email now Schedule Email Email based on threshold

Email Detail **Set Threshold**

To*

CC

Error Notification Emails ⓘ

Reply To ⓘ

From vizapps_admin <cloudera.viztest@gmail.com>

Subject*

Email Template ▼
[Preview Email Template](#)

Message
[Show Job Parameters](#)

Page Parameters ⓘ Include page parameters Do not include page parameters

URL alias Use URL Alias

Attach ⓘ Embedded Image PNG PDF XLSX CSV

[Go to Jobs page to view status](#)

5. Fill in the email details.

Fields marked with an asterisk are mandatory.

- To – Enter the email addresses of the primary recipients of the message.
- CC – Enter the email addresses of other recipients.
- Error Notification Emails – Enter an email address where you want to receive data visualization error messages.
- Reply To – Enter an email address if you would like responses to go to a different email address than the sender.
- From – You can set the value of this field in Site Settings.
- Subject – You can change the default title of the email.

**Note:**

The subject is the prefix you specified when enabling email, with the title of the visual added. The default prefix is [Cloudera Data Visualization].

6. Under Email Template, leave the Default Email Template selected.**7. If you want to see how the template looks, click Preview Email Template.**

Note: Only users with administrative privileges can create and manage email templates. For more information, see *Creating new email templates*.

8. Enter the text of the email in the Message field.**9. For visuals that have parameterized fields on their shelves, in Page Parameters you can choose:**

- Include page parameters (default)
- Do not include page parameters

10. You can add a short URL in the email.

You can create a new alias or use an existing one that you created earlier.

**Important:**

Add the Current Sheet Link to the message, otherwise, the URL alias will not appear in the email.

- a. Click the Use URL Alias checkbox.
- b. Choose an existing URL alias or create a new one.
- c. Click Show Job Parameters under the Message textbox.
- d. Click Current Sheet Link.

The <<app_url>> appears in the message.

11. For Attach options, decide whether you want to embed the image in the email and select what format to use:

- Embedded Image (default)
- PNG
- PDF
- XLSX
- CSV

12. On the Set Threshold tab, perform the following actions to create a threshold definition and a new table visual that specifies the trigger values.

Alternatively, instead of defining a new threshold, you can use an existing table visual to specify threshold values, and add the ID of that visual to the Visual ID field.

Email Visual

Email now
 Schedule Email
 Email based on threshold

[Email Detail](#)
 [Set Threshold](#)

The threshold will be based on the value in a table visual [CREATE THRESHOLD](#)

Job Name*

Visual ID* [SEE VISUAL](#)
ID of a table visual: first measure will be assessed

Trigger
 Threshold met
 Value changed since last assessment

Value

AND

[+ ADD CONDITION](#)

Assess Trigger

Every at minute(s) past the hour UTC
Local Time: 25 Apr 2023 11:46 Central (UTC+0200)
UTC Time: 25 Apr 2023 09:46 UTC

Send Email Limit

[Go to Jobs page to view status](#)

- a. Under Job Name, enter the name of the new trigger.
- b. Click Create Threshold.

This creates a new table visual based on all the fields of the dataset, and the visual opens in a new tab of your browser. Note that the ID for the new visual appears in the URL address, and has the following format: `https://ip_address/arc/apps/builder/trigger_id`

13. Make changes to the visual so that the field that contains the triggering measurements is the first field on the Measures shelf, and sort/filter results to ensure that the triggering measurement is in the first row.
14. Save the new table visual.

Back on the Email Visual/Email Dashboard modal, in the Set Threshold tab, you can see that the Visual ID field holds the ID of the new trigger table visual. In this example, it is 2148.

15. Under Trigger, select one of the options:

- Threshold met: triggers an email when the first measure of the first row in the trigger visual satisfies the conditional expression
- Value changed since last assessment: triggers an email when the change in the first measure of the first row after the last assessment satisfies the conditional expression

16. For the triggering Value, adjust the logical operand (one of <, >, #, #, or =) and the number.

In this example the expression # 1000 is used.

You can add multiple trigger conditions by clicking the + ADD CONDITION button.



Note: If you set multiple conditions, all of them need to be true to trigger the job.

17. For Assess Trigger, select an existing schedule interval:

- Hourly (default)
- Daily
- Every Weekday
- Weekly
- Monthly
- Quarterly
- or any existing custom schedule

You can also select Create New Schedule. This option is available to Admin users only.

18. The Send Email Limit gives you the option of sending only the first email in circumstances when a triggering event occurs multiple times within the specified time interval.

In this example, Once a day has been selected. This means that if the trigger satisfies the conditional expression, it may not be sent if an earlier one was sent in the preceding 24 hours.

The options are:

- When trigger occurs (which does not suppress any emails)
- Once a half hour (default)
- Once an hour
- Once a day
- Once a week
- Every 2 weeks
- Once a month

19. Click SAVE.

The system notifies you that the trigger has been created successfully.

Related Information

[Creating new email templates](#)

Rerunning jobs

Cloudera Data Visualization allows you to rerun previously defined and performed jobs.

Procedure

1. Navigate to Runs (Latest) or Scheduled Jobs on the Jobs interface.
2. To rerun multiple jobs simultaneously, select them using the checkbox at the beginning of each row. Alternatively, you can use the checkbox located on the left side of the list header to select all jobs at once.

- Click Run in the top-right corner to initiate the rerun process.

The screenshot shows the Cloudera Data Visualization interface. At the top, there are navigation tabs: HOME, SQL, VISUALS, and DATA. A search bar and user profile (vizapps_admin) are also visible. The main section is titled 'Jobs' and has three sub-tabs: 'Runs (Latest)', 'Scheduled Jobs', and 'Intervals'. Below the tabs, there are filters for 'Last Status', 'Owner', 'Type', and 'Interval'. A 'Delete (2)' button and a 'Run (2)' button are located in the top right of the table area. The table itself has the following columns: Status, Job ID, Log ID, Name, Owner, Type, Interval, Start Time (Local), and Total Run Time. The table contains 12 rows of job data, including one 'Running' job, one 'Error' job, and several 'Finished' jobs.

Status	Job ID	Log ID	Name	Owner	Type	Interval	Start Time (Local)	Total Run Time
Running	80	216008	template test	vizapps_admin	Email	Scheduled	2024-09-29 07:40	a few seconds
Error	239	216007	US State population mailed every 10 minutes		Email	Scheduled	2024-09-29 07:32	a few seconds
Finished	321	216005	Data Extract: 93	vizapps_admin	Data Extract	Scheduled	2024-09-29 07:17	a few seconds
Finished	236	216004	2131th v5	vizapps_admin	Other	Scheduled	2024-09-29 07:17	a few seconds
Finished	62	216002	Data Extract: 14	vizapps_admin	Data Extract	Scheduled	2024-09-29 07:17	a few seconds
Finished	59	215979	Data Extract: 12	vizapps_admin	Data Extract	Scheduled	2024-09-29 05:02	a few seconds
Finished	151	215630	Doc test schedule	vizapps_admin	Email	Scheduled	2024-09-27 18:14	a few seconds
Error	240	215628	US state population scheduled by kconcz to be sent every 10 minutes		Email	Scheduled	2024-09-27 18:04	a few seconds
Finished	322	214467	Adhoc Email: [TEST]	vizapps_admin	Email	Adhoc	2024-09-24 21:38	a few seconds
Finished	303	205294	dummyD	misibanfi	Email	Scheduled	2024-09-01 03:34	a few seconds

If you wish to rerun a single job, you can click  located at the end of the job row to open the supplemental menu and select Run Now.

You can also start a rerun from the Actions dropdown on the Job Details page.

- Click Run jobs in the confirmation modal to proceed with the action.

The modal lists the IDs and names of the jobs you selected for rerunning.

As the rerun process progresses, the job log list refreshes automatically to show the status information for the new instances of the selected jobs. These statuses may appear as Running or Pending. Pending jobs do not display Start Time or Total Run Time until they commence operation.

Deleting job logs

Cloudera Data Visualization allows you to remove unnecessary job run logs from your log list.

Procedure

- Navigate to the Runs (Latest) tab within the Jobs interface.
- Select the job runs you wish to delete. To select all logs, click the checkbox on the left side of the list header.

- Click Delete in the top-right corner.

The screenshot shows the Cloudera Data Visualization interface. At the top, there are navigation links for HOME, SQL, VISUALS, and DATA. A search bar and user profile (vizapps_admin) are also visible. The main section is titled 'Jobs' and has tabs for 'Runs (Latest)', 'Scheduled Jobs', and 'Intervals'. Below the tabs, there are filters for 'Last Status', 'Owner', 'Type', and 'Interval'. A 'Delete (2)' button is highlighted with a red box. The table below lists various job runs with columns for Status, Job ID, Log ID, Name, Owner, Type, Interval, Start Time (Local), and Total Run Time.

	Status	Job ID	Log ID	Name	Owner	Type	Interval	Start Time (Local)	Total Run Time
<input type="checkbox"/>	Running	80	216008	template test	vizapps_admin	Email	Scheduled	2024-09-29 07:40	a few seconds
<input type="checkbox"/>	Error	239	216007	US State population mailed every 10 minutes		Email	Scheduled	2024-09-29 07:32	a few seconds
<input type="checkbox"/>	Finished	321	216005	Data Extract: 93	vizapps_admin	Data Extract	Scheduled	2024-09-29 07:17	a few seconds
<input type="checkbox"/>	Finished	236	216004	2131th v5	vizapps_admin	Other	Scheduled	2024-09-29 07:17	a few seconds
<input type="checkbox"/>	Finished	62	216002	Data Extract: 14	vizapps_admin	Data Extract	Scheduled	2024-09-29 07:17	a few seconds
<input type="checkbox"/>	Finished	59	215979	Data Extract: 12	vizapps_admin	Data Extract	Scheduled	2024-09-29 05:02	a few seconds
<input type="checkbox"/>	Finished	151	215630	Doc test schedule	vizapps_admin	Email	Scheduled	2024-09-27 18:14	a few seconds
<input type="checkbox"/>	Error	240	215628	US state population scheduled by kconcz to be sent every 10 minutes		Email	Scheduled	2024-09-27 18:04	a few seconds
<input type="checkbox"/>	Finished	322	214467	Adhoc Email: [TEST]	vizapps_admin	Email	Adhoc	2024-09-24 21:38	a few seconds
<input type="checkbox"/>	Finished	303	205294	dummyD	msisbanfi	Email	Scheduled	2024-09-01 03:34	a few seconds

- Click Delete Runs in the confirmation modal to proceed with the action.
The modal lists the IDs and names of the run logs you selected for deletion.

Pausing and resuming jobs

Cloudera Data Visualization allows you to suspend and resume scheduled jobs providing flexibility in running your tasks.

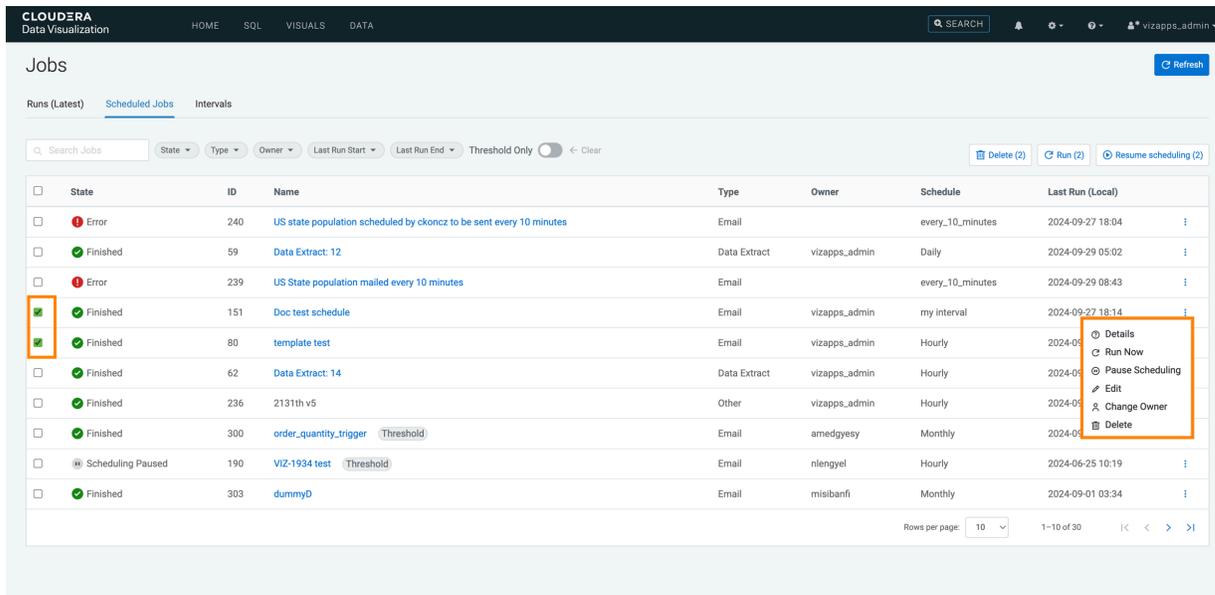
Pausing running jobs

Procedure

- Navigate to Scheduled Jobs on the Jobs interface.
- Locate the job you wish to pause and click  located at the end of the job row to open the supplemental menu.

- To pause a single job, locate the job you wish to pause and click  at the end of the job row to open the supplemental menu.

To pause multiple jobs simultaneously, select them using the checkbox at the beginning of each row. If you want to pause all jobs, click the checkbox on the left side of the list header.



The screenshot shows the Cloudera Data Visualization Jobs interface. The 'Scheduled Jobs' tab is active. A table lists various jobs with columns for State, ID, Name, Type, Owner, Schedule, and Last Run (Local). Two jobs are selected, indicated by checkboxes in the left margin. The supplemental menu for the selected jobs is open, showing options: Details, Run Now, Pause Scheduling (highlighted), Edit, Change Owner, and Delete.

State	ID	Name	Type	Owner	Schedule	Last Run (Local)
Error	240	US state population scheduled by ckoncz to be sent every 10 minutes	Email		every_10_minutes	2024-09-27 18:04
Finished	59	Data Extract: 12	Data Extract	vizapps_admin	Daily	2024-09-29 05:02
Error	239	US State population mailed every 10 minutes	Email		every_10_minutes	2024-09-29 08:43
Finished	151	Doc test schedule	Email	vizapps_admin	my interval	2024-09-27 18:14
Finished	80	template test	Email	vizapps_admin	Hourly	2024-09-27 18:14
Finished	62	Data Extract: 14	Data Extract	vizapps_admin	Hourly	2024-09-27 18:14
Finished	236	2131th v5	Other	vizapps_admin	Hourly	2024-09-27 18:14
Finished	300	order_quantity_trigger Threshold	Email	amedgyesy	Monthly	2024-09-27 18:14
Scheduling Paused	190	VIZ-1934 test Threshold	Email	nlengyel	Hourly	2024-06-25 10:19
Finished	303	dummy0	Email	misibanfi	Monthly	2024-09-01 03:34

- Click Pause Scheduling
- Click Pause in the confirmation modal to proceed with the action.

The modal lists the IDs and names of the jobs selected for pausing.

A notification that the job is paused appears briefly, the status of the job changes to Scheduling Paused, and the Pause Scheduling option is replaced with Resume Scheduling in the supplemental menu.

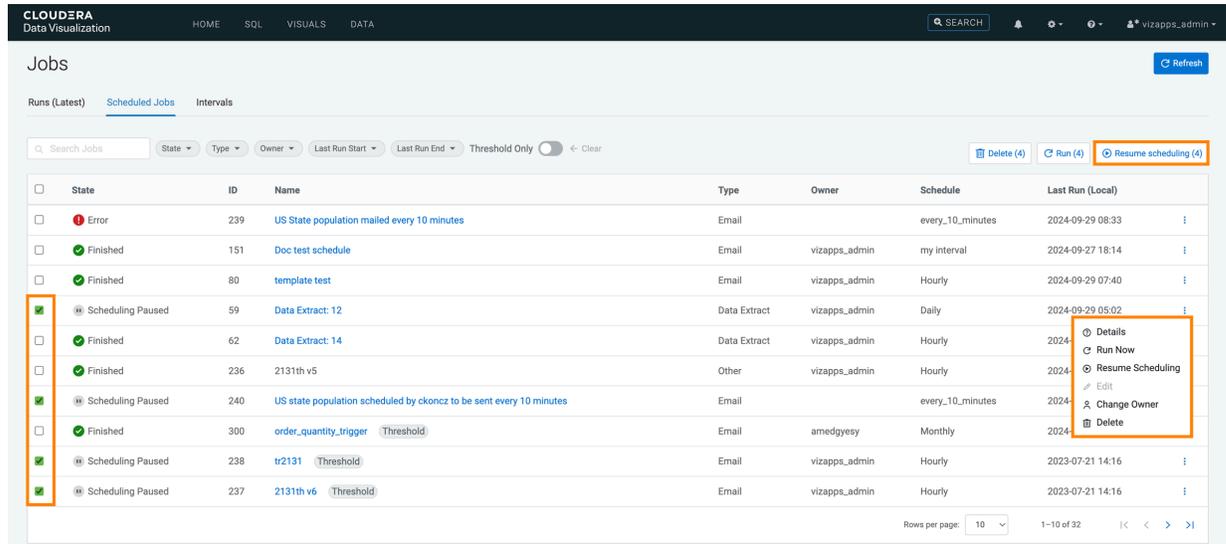
Resuming paused jobs

Procedure

- Navigate to Scheduled Jobs on the Jobs interface.

2. To rerun a single job, locate the job you wish to resume and click  at the end of the job row to open the supplemental menu.

To resume multiple paused jobs simultaneously, select them using the checkbox at the beginning of each row. If you want to resume all jobs, click the checkbox on the left side of the list header.



The screenshot shows the Cloudera Data Visualization interface. The 'Jobs' section is active, with the 'Scheduled Jobs' tab selected. A table displays a list of jobs. The columns are: State, ID, Name, Type, Owner, Schedule, and Last Run (Local). Several jobs are in a 'Scheduling Paused' state, indicated by a green square icon with a white 'S' and a pause symbol. A 'Resume scheduling (4)' button is highlighted in the top right corner of the table. A supplemental menu is open for one of the 'Scheduling Paused' jobs, showing options: Details, Run Now, Resume Scheduling, Edit, Change Owner, and Delete.

3. Click Resume Scheduling
4. Click Resume in the confirmation modal to proceed with the action.

The modal lists the IDs and names of the jobs selected for resuming.

A notification that the job is resumed appears briefly, the status of the job changes, and the Resume Scheduling option is replaced with Pause Scheduling in the supplemental menu.

Changing the owner of a job

Cloudera Data Visualization enables job owners and system administrators to change the owner of an existing job. This functionality is particularly useful when reassigning jobs from deleted users, as these jobs cannot run until the owner is updated.

About this task

You can perform this task from two locations:

- On the Job Details page, which provides detailed insights into the selected job, helping you understand and manage job operations more effectively, while also offering access to various job-related actions.
- On the Scheduled Jobs page, using the supplemental menu of a job listed on this page.

Procedure

1. Click the name of the job on either the Runs (Latest) or the Scheduled Jobs tab.
The Job Details page opens.

- On the Job Details page, click **Actions Change Owner** in the top-right corner.

The screenshot shows the 'Job Details' page for a job named 'Doc test schedule'. The job is active and scheduled. In the top right corner, there is an 'Actions' dropdown menu with the following options: Edit, Change Owner, Delete, Run Now, and Pause Scheduling. The 'Change Owner' option is highlighted with an orange box.

The Change Job Owner modal window appears.

The 'Change Job Owner' modal window is displayed. It has a title bar with a close button (X). The current owner is 'vizapps_admin'. The new job owner is currently set to 'Select...' with a dropdown arrow. At the bottom right, there are 'Cancel' and 'Save' buttons.

Alternatively, you can open this Change Job Owner modal from the supplemental menu of the job on the Scheduled Jobs page.

- Select a new job owner from the list of available users.

The 'Change Job Owner' modal window is shown again, but now the new job owner is set to 'admin'. The 'Current Owner' remains 'vizapps_admin'. The 'Cancel' and 'Save' buttons are still present at the bottom right.

- Click **Save** to confirm the change.



Note: When the job owner is changed, the ownership of the related logs is also updated accordingly.

Editing jobs

Cloudera Data Visualization allows you to modify the details of existing jobs.

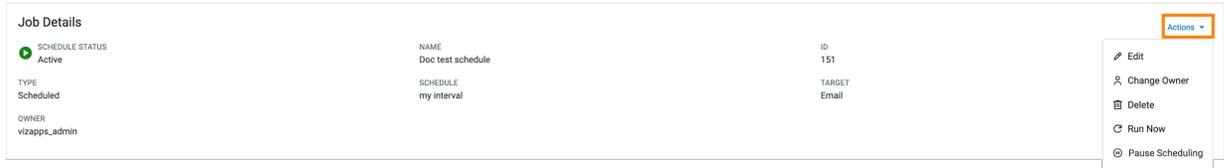
About this task

You can perform this task on the Job Details page, which provides detailed insights into the selected job. This page helps you understand and manage job operations more effectively, while also offering access to job-related actions.

Procedure

1. Click the name of the job on either the Runs (Latest) or Scheduled Jobs tab.
The Job Details page opens.

2. Click **Actions Edit** in the top-right corner.



The screenshot shows a 'Job Details' modal window. On the left, there is a 'SCHEDULE STATUS' section with a green dot and the text 'Active'. Below it, the 'TYPE' is 'Scheduled' and the 'OWNER' is 'vizapps_admin'. On the right, there is a table with the following data:

NAME	ID	TARGET
Doc test schedule	151	Email

At the top right of the modal, there is an 'Actions' dropdown menu with a downward arrow. The menu is open, showing the following options: 'Edit', 'Change Owner', 'Delete', 'Run Now', and 'Pause Scheduling'. The 'Actions' dropdown label is highlighted with an orange box.

The Edit Job Details modal window appears.

Edit Job Details ✕

ID
151

Name *
Doc test schedule

Schedule
my interval ▾

[Email Details](#)

Visual ID
2532

To *
ifeher@cloudera.com ✕

CC

Error Notification Emails To

Reply To

Subject *
[Cloudera Data Visualization]

Email Template
Default Email Template ▾

[Preview Email Template](#)

Message
doc test email

[Show Job Parameters](#)

Page Parameters
 Include page parameters Do not include page parameters
[Show Page Parameters](#)

Use Alias
 Use URL alias

Attach
 Embedded Image PNG PDF XLSX CSV

Cancel Save

**Note:**

The Edit action is not available for data extract jobs. Editing data extracts is only possible on the Data Extracts page. For more information on changing data extract details, see *Editing a data extract*.

3. Modify the fields according to your needs.
4. Once you have finalized the updates, click Save to apply the modifications.

Related Information

[Editing a data extract](#)

Deleting scheduled jobs

Cloudera Data Visualization allows you to delete existing scheduled jobs that you do not need any more.

About this task

You can perform this task from two locations:

- On the Scheduled Jobs page
- On the Job Details page.

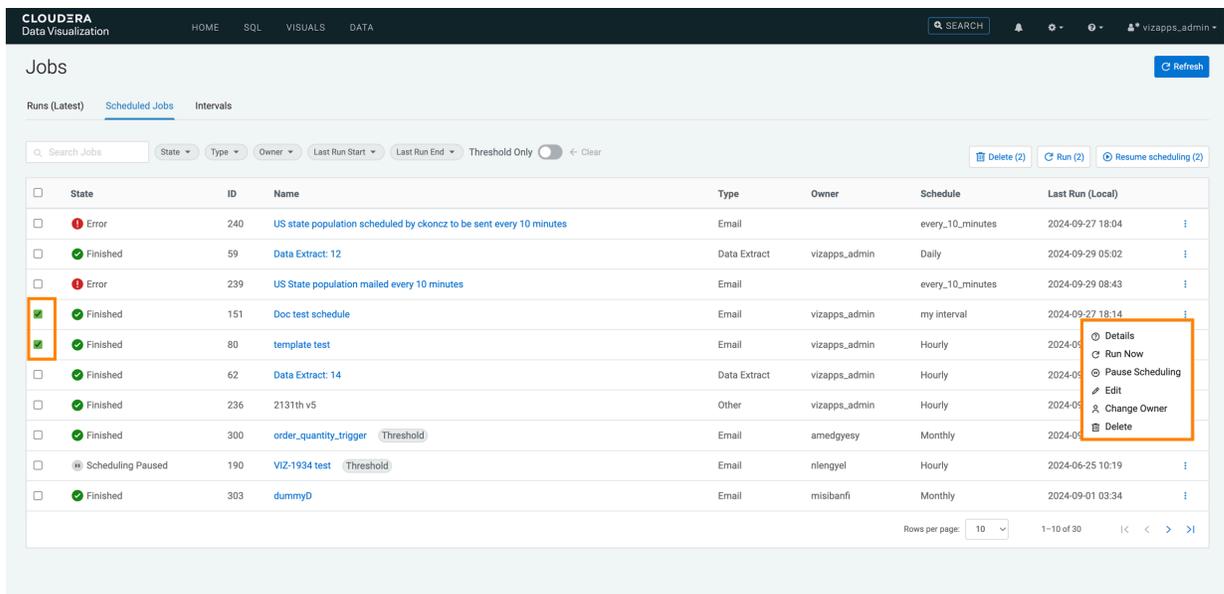
**Important:**

Deleting a scheduled job will delete the job itself along with all associated job run logs.

Procedure

1. Navigate to the Scheduled Jobs tab within the Jobs interface.
2. To delete a single job, locate the job you wish to delete and click  at the end of the job row to open the supplemental menu.

To delete multiple jobs simultaneously, select them using the checkbox at the beginning of each row. If you want to delete all jobs, click the checkbox on the left side of the list header.



The screenshot shows the Cloudera Data Visualization interface. At the top, there's a navigation bar with 'HOME', 'SQL', 'VISUALS', and 'DATA'. Below that, the 'Jobs' section is active, with tabs for 'Runs (Latest)', 'Scheduled Jobs', and 'Intervals'. A search bar and filters are present. The main table lists jobs with columns: State, ID, Name, Type, Owner, Schedule, and Last Run (Local). Two jobs are highlighted with orange boxes: 'Doc test schedule' (ID 151, Finished) and 'template test' (ID 80, Finished). A supplemental menu is open for the 'template test' job, showing options: Details, Run Now, Pause Scheduling, Edit, Change Owner, and Delete.

State	ID	Name	Type	Owner	Schedule	Last Run (Local)
Error	240	US state population scheduled by ckoncz to be sent every 10 minutes	Email		every_10_minutes	2024-09-27 18:04
Finished	59	Data Extract: 12	Data Extract	vizapps_admin	Daily	2024-09-29 05:02
Error	239	US State population mailed every 10 minutes	Email		every_10_minutes	2024-09-29 08:43
Finished	151	Doc test schedule	Email	vizapps_admin	my interval	2024-09-27 18:14
Finished	80	template test	Email	vizapps_admin	Hourly	2024-09-27 18:14
Finished	62	Data Extract: 14	Data Extract	vizapps_admin	Hourly	2024-09-27 18:14
Finished	236	2131th v5	Other	vizapps_admin	Hourly	2024-09-27 18:14
Finished	300	order_quantity_trigger <small>Threshold</small>	Email	amedgyesy	Monthly	2024-09-27 18:14
Scheduling Paused	190	VIZ-1934 test <small>Threshold</small>	Email	nlengyel	Hourly	2024-06-25 10:19
Finished	303	dummyD	Email	misibanfi	Monthly	2024-09-01 03:34

Alternatively, you can open the Job Details page by clicking the name of a job on either the Runs (Latest) or the Scheduled Jobs tab, and on the Job Details page, click **Actions Delete** in the top-right corner.

3. Click Delete.

A confirmation modal appears, listing the IDs and names of the scheduled jobs you selected for deletion.

4. Click Delete again to proceed with the action.

Creating new schedule intervals

Cloudera Data Visualization allows you to create custom schedules for your scheduled jobs.

About this task



Note: This feature is only available to users with administrative privileges.

To create a new schedule that can be used by one or more scheduled jobs, follow the below steps.

You can also create custom schedule intervals when configuring a new scheduled email. These intervals are accessible on the Intervals page, and can be reused for other jobs as well.

Procedure

1. Navigate to the Intervals tab within the Jobs interface.

2. Click Create Schedule Group.

The Create Interval modal appears.

The screenshot shows the Cloudera Data Visualization interface. At the top, there's a navigation bar with 'HOME', 'SQL', 'VISUALS', and 'DATA'. Below that, the 'Jobs' section is active, with tabs for 'Runs (Latest)', 'Scheduled Jobs', and 'Intervals'. A search bar for intervals is present. A table lists various intervals with columns for ID, Name, Interval, Next Run (Local), and Dependent Jobs. A 'Create Schedule Group' button is highlighted in the top right of the table area.

ID	Name	Interval	Next Run (Local)	Dependent Jobs
1	Hourly	At 15 minutes past the hour	2024-09-29 12:15	test VIZ-941: don't include page params Data Extract: 14 View More
2	Daily	At 03:00 AM	2024-09-30 05:00	test test VIZ-941 Data Extract: 12 View More
3	Every Weekday	At 02:00 AM, Monday through Friday	2024-09-30 04:00	
4	Weekly	At 06:00 AM, only on Sunday	2024-10-06 08:00	VIZ-1129-changed
5	Monthly	At 01:30 AM, on day 1 of the month	2024-10-01 03:30	order_quantity_trigger dummyD
6	Quarterly	At 01:00 AM, on day 1 of the month, only in January, April, July, and October	2024-10-01 03:00	
7	35-45	At 35 and 45 minutes past the hour	2024-09-29 11:35	80s Nintendo
8	daily (sherry)	At 03:00 AM	2024-09-30 05:00	Test emailing
11	asd	At 20 and 40 minutes past the hour	2024-09-29 11:40	
12	test	At 17 minutes past the hour	2024-09-29 12:17	

The 'Create Interval' modal is shown with the following fields and options:

- Name ***: A text input field.
- Interval (in UTC) ***: A configuration section with 'Every' followed by a dropdown menu set to 'hour', 'at' followed by a dropdown menu set to '00', and 'minute(s) UTC'.
- UTC: 2024-09-29 09:46**
- Local Time: 2024-09-29 11:46**
- Reset Interval**: A blue button.
- Cancel** and **Save**: Buttons at the bottom right.

3. Specify the parameters of the schedule:

- In the Name field, provide a descriptive name for the new schedule interval.
- When selecting the date/time of the run, remember that the time format is in UTC. Local time format designation is provided for reference.
 - Choose the largest time component in the first selectable field (defaulted to year).
 - For the day of the month, select one or multiple days as needed.
 - Set the hour and minute components of the schedule in the third field, with multiple selections possible based on previous choices.



Note: The number of selections depends on the granularity of the time interval specified by the first choice.

4. Click Save to create the new schedule.

A brief success message appears on your screen, confirming the creation of the new interval. The newly created interval is now visible in the Intervals interface for future use.

Editing schedule intervals

Cloudera Data Visualization allows you to change the details of the schedule intervals that you previously defined for your scheduled jobs.

About this task

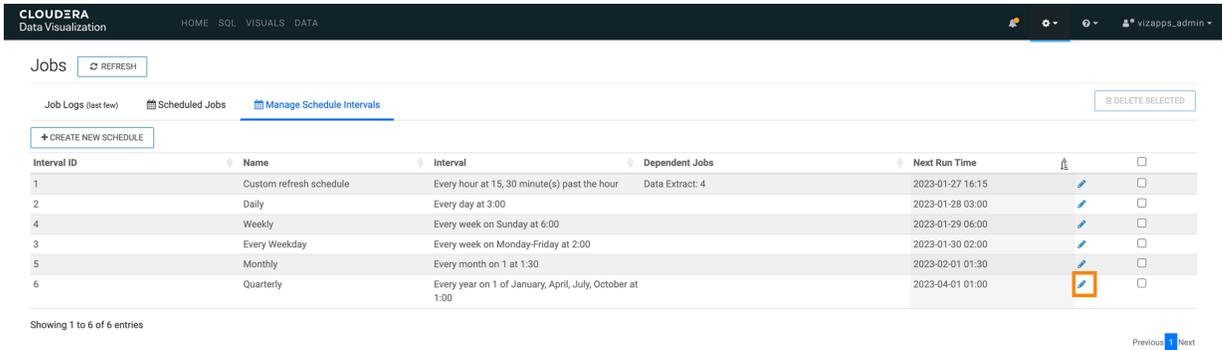


Note: This feature is only available to users with administrative privileges.

Procedure

1. Navigate to the Intervals tab within the Jobs interface.

2. Locate the job you wish to edit and click  at the end of the schedule row.



CLouDERA Data Visualization HOME SQL VISUALS DATA vizapps_admin

Jobs REFRESH

Job Logs (last few) Scheduled Jobs Manage Schedule Intervals DELETE SELECTED

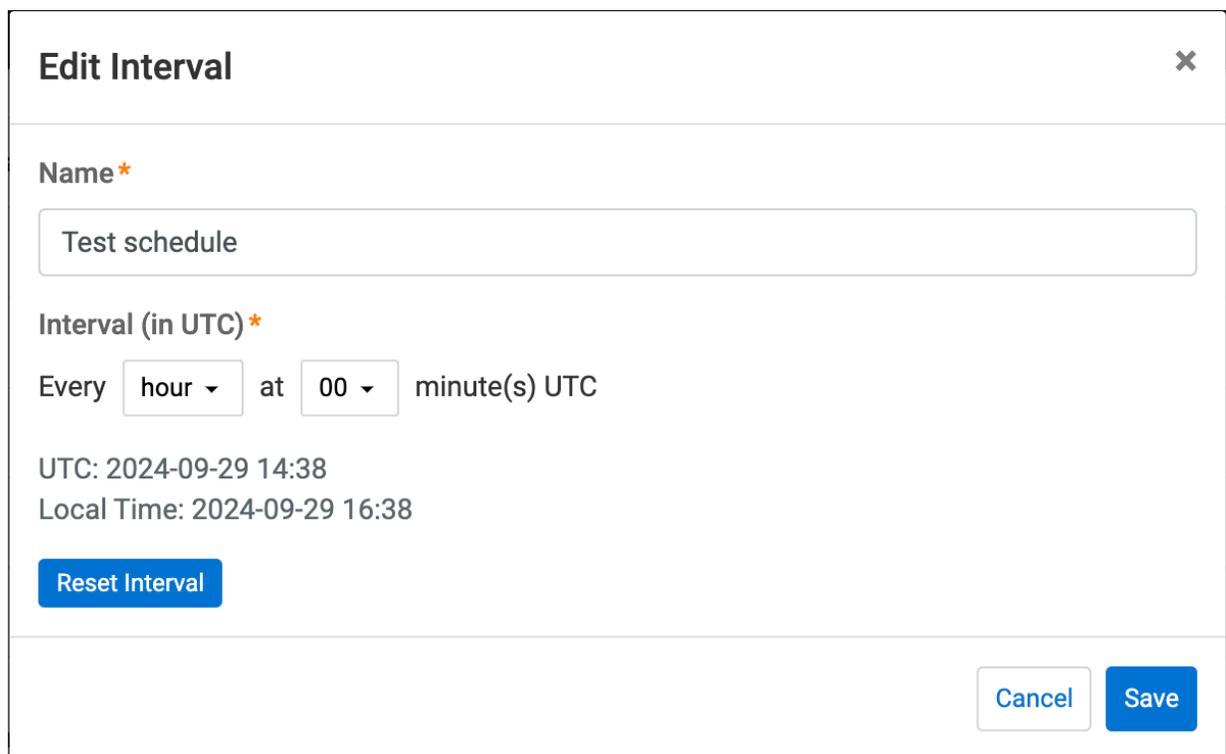
+ CREATE NEW SCHEDULE

Interval ID	Name	Interval	Dependent Jobs	Next Run Time		
1	Custom refresh schedule	Every hour at 15, 30 minute(s) past the hour	Data Extract: 4	2023-01-27 16:15		<input type="checkbox"/>
2	Daily	Every day at 3:00		2023-01-28 03:00		<input type="checkbox"/>
4	Weekly	Every week on Sunday at 6:00		2023-01-29 06:00		<input type="checkbox"/>
3	Every Weekday	Every week on Monday-Friday at 2:00		2023-01-30 02:00		<input type="checkbox"/>
5	Monthly	Every month on 1 at 1:30		2023-02-01 01:30		<input type="checkbox"/>
6	Quarterly	Every year on 1 of January, April, July, October at 1:00		2023-04-01 01:00		<input type="checkbox"/>

Showing 1 to 6 of 6 entries

Previous Next

The Edit Interval modal appears.



Edit Interval

Name *

Test schedule

Interval (in UTC) *

Every hour at 00 minute(s) UTC

UTC: 2024-09-29 14:38
Local Time: 2024-09-29 16:38

Reset Interval

Cancel Save

3. Adjust the name or the time selection according to your needs.

In the below example, the time selection is adjusted to account for the 7-hour difference between UTC and local time (PDT). To achieve the intended notification times of 04:00 and 16:00 local time (PDT), adjust the hour parameter from 4 and 16 to 11 and 23, respectively.

Edit Interval ✕

Name *

Interval (in UTC) *

Every on and at :

minute(s) UTC

UTC: 2024-09-29 14:38
Local Time: 2024-09-29 16:38

4. Click Save to apply the modifications.

Deleting schedule intervals

Cloudera Data Visualization allows you to delete previously defined job schedule intervals that are no longer needed.

About this task



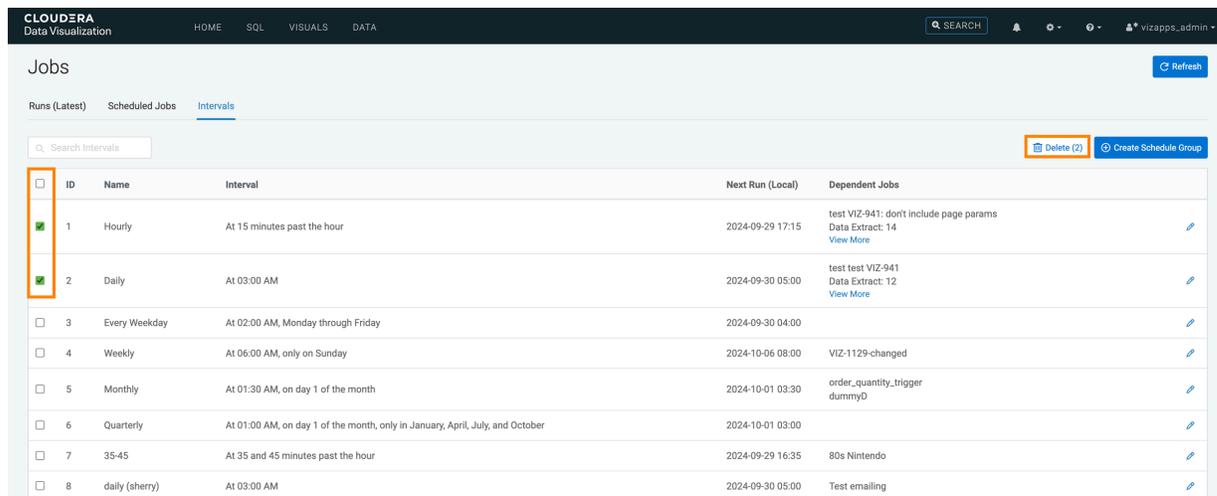
Note: This feature is only available to users with administrative privileges.

Procedure

1. Navigate to the Intervals tab within the Jobs interface.

2. Select the intervals you wish to delete by using the checkbox at the beginning of each row.

To select all intervals, use the checkbox on the left side of the list header.



The screenshot shows the Cloudera Data Visualization interface. The top navigation bar includes 'HOME', 'SQL', 'VISUALS', and 'DATA'. The main header is 'Jobs' with a 'Refresh' button. Below the header, there are tabs for 'Runs (Latest)', 'Scheduled Jobs', and 'Intervals'. A search bar labeled 'Search Intervals' is present. In the top right of the table area, there are buttons for 'Delete (2)' (highlighted in orange) and 'Create Schedule Group'. The table lists 8 intervals with columns for ID, Name, Interval, Next Run (Local), and Dependent Jobs. The first two rows have their checkboxes selected (highlighted in orange).

<input type="checkbox"/>	ID	Name	Interval	Next Run (Local)	Dependent Jobs
<input checked="" type="checkbox"/>	1	Hourly	At 15 minutes past the hour	2024-09-29 17:15	test VIZ-941: don't include page params Data Extract: 14 View More
<input checked="" type="checkbox"/>	2	Daily	At 03:00 AM	2024-09-30 05:00	test test VIZ-941 Data Extract: 12 View More
<input type="checkbox"/>	3	Every Weekday	At 02:00 AM, Monday through Friday	2024-09-30 04:00	
<input type="checkbox"/>	4	Weekly	At 06:00 AM, only on Sunday	2024-10-06 08:00	VIZ-1129-changed
<input type="checkbox"/>	5	Monthly	At 01:30 AM, on day 1 of the month	2024-10-01 03:30	order_quantity_trigger dummy0
<input type="checkbox"/>	6	Quarterly	At 01:00 AM, on day 1 of the month, only in January, April, July, and October	2024-10-01 03:00	
<input type="checkbox"/>	7	35-45	At 35 and 45 minutes past the hour	2024-09-29 16:35	80s Nintendo
<input type="checkbox"/>	8	daily (sherry)	At 03:00 AM	2024-09-30 05:00	Test emailing

3. Click Delete in the top-right corner.

The Delete Interval modal appears, listing the IDs and names of the intervals you selected for deletion.

4. Click Delete to proceed with the action.