

# Kinsmen Group

How-To Guide

## Explorer Scheduling

*Date: January 29, 2024*



**KINSMEN**  
GROUP



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# Introduction

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This document describes the steps required to schedule the automatic synchronization of document records to the eDRAWS Explorer database.



# Process

## Sacramento

1. Open the **BlueCielo Meridian Administration Console** by browsing to:  
<https://IBRSACEDM201.bor.doi.net/BCEnterprise/Config>.
2. Select **All** on the home screen and then select **Jobs**.
3. Select **SAC Explorer Sync** and then click **Batch Schedule**
4. Click **New**

BATCH SCHEDULE

☐ Continue if any job fails

| DISPLAY NAME       | SOURCE | DESTINATION |
|--------------------|--------|-------------|
| NO DATA TO DISPLAY |        |             |

5. Select **SAC Explorer Sync** and click **OK**

BATCH SCHEDULE

SELECT A JOB

- ☐ USER Explorer Sync  
USBR ExplorerSync (IBRSACEDM201.bor.doi.net)
- ☒ SAC Explorer Sync  
USBRExplorerSync\_SAC (IBRSACEDM201.bor.doi.net)
- ☐ USER Update Rendition  
USBRRenderCentral (IBRSACFUB101.bor.doi.net)
- ☐ SAC Update Rendition  
SACRenderCentral\_SAC (IBRSACFUB101.bor.doi.net)

OK CANCEL



6. Select **LCB@IBRSACEDM101** and click **OK**

BATCH SCHEDULE

SELECT SOURCE

☒ LCB@IBRSACEDM101

☐ CGB@IBRSACEDM101

☐ CPN@IBRSACEDM101

OK ☒ CANCEL ☐

7. Repeat steps 4-6 for the sources **CGB@IBRSACEDM101** and **CPN@IBRSACEDM101**

BATCH SCHEDULE

☒ New ☐ Continue if any job fails

| DISPLAY NAME  | SOURCE           | DESTINATION   |
|---|------------------|---------------|
| <input checked="" type="checkbox"/> SAC Explorer Sync | LCB@IBRSACEDM101 | SACRepository |
| <input checked="" type="checkbox"/> SAC Explorer Sync | CGB@IBRSACEDM101 | SACRepository |
| <input checked="" type="checkbox"/> SAC Explorer Sync | CPN@IBRSACEDM101 | SACRepository |

OK ☒ CANCEL ☐

8. Once all sources have been added, click **OK** to show the schedule screen

SCHEDULE

Trigger type:  User name:  Password:

Start date:  Time:

Restart in days:

Delay task: ☐

Randomly delay task up to:

Repeat task: ☐

Repeat task every:

For a total of:

Stop all tasks: ☐ Stop all running tasks at end of repetition duration

Limit run time: ☐

Stop task after:

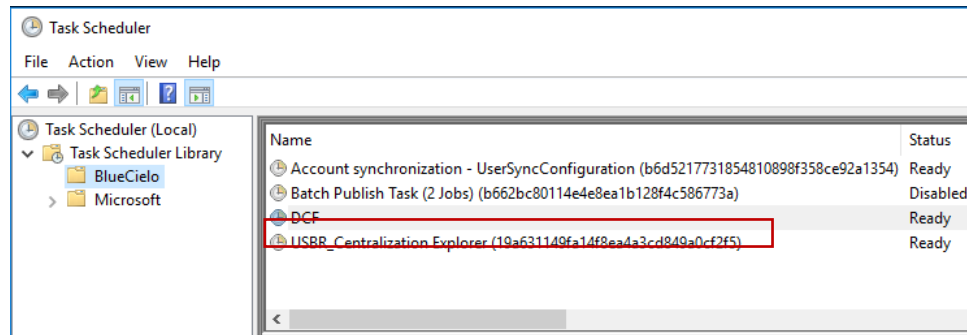
Schedule expires: ☐

SCHEDULE ☒ CANCEL ☐



9. Configure the schedule to run under a regular service account, repeating every 2 hours for a duration of 1 day:

10. Once the schedule has been created, it will need to be updated to run under the gMSA account:
- Connect to **IBRSACEDM201** using a remote desktop connection.
  - Start the **Task Scheduler** application.
  - Expand **Task Scheduler Library** and click on **BlueCielo**
  - Locate the task previously created, it will be named **Batch Publish Task (3 jobs)** followed by a GUID.



- e. Run the following command in an elevated command prompt:

```
schtasks /change /TN "\BlueCielo\Batch Publish Task (3 jobs)
(b6d5217731854810898f358ce92a1354)" /RU BOR\ svc-ent-edmgmsa$ /RP
```

Change the text in Red to the full name of the task (including GUID) but ensure that it is prefixed with "**\BlueCielo\**", this is because we must specify the full path to the task from the root of the



## Task Scheduler Library.

```
Administrator: Command Prompt
Microsoft Windows [Version 10.0.14393]
(c) 2016 Microsoft Corporation. All rights reserved.


C:\Windows\system32>schtasks /change /TN "\BlueCielo\Account synchronization - UserSyncConfiguration (b6d5217731854810898f358ce92a1354)" /RU VMWARE-DEV\MSATest$ /RP
WARNING: When the run-as password is empty, the scheduled task may not run because of the security policy.
SUCCESS: The parameters of scheduled task "\BlueCielo\Account synchronization - UserSyncConfiguration (b6d5217731854810898f358ce92a1354)" have been changed.

C:\Windows\system32>
```

## Denver

1. Open the **BlueCielo Meridian Administration Console** by browsing to:  
<https://IBRDENENTEDM201.bor.doi.net/BCEnterprise/Config>.
2. Select **All** on the home screen and then select **Jobs**.
3. Select **DEN Explorer Sync** and then click **Batch Schedule**
4. Click **New**

**BATCH SCHEDULE**

 New

☐ Continue if any job fails

| DISPLAY NAME       | SOURCE | DESTINATION |
|--------------------|--------|-------------|
| NO DATA TO DISPLAY |        |             |

OK

CANCEL



5. Select **DEN Explorer Sync** and click **OK**

BATCH SCHEDULE

SELECT A JOB

- ☐ USBR Explorer Sync  
USBRExplorerSync (IBRDENENTEDM201.bor.doi.net)
- ☒ **DEN Explorer Sync**  
**USBRExplorerSync\_DEN** (IBRDENENTEDM201.bor.doi.net)
- ☐ USBR MARS Explorer Sync  
USBRMARSExplorerSync (IBRDENENTEDM201.bor.doi.net)
- ☐ USBR MARS Renditions  
USBRMARSRenditions (IBRDENENTPUB101.bor.doi.net)
- ☐ USBR Update Rendition  
USBRRenderCentral (IBRDENENTPUB101.bor.doi.net)
- ☐ DEN Update Rendition  
USBRRenderCentral\_DEN (IBRDENENTPUB101.bor.doi.net)

OK ☒ CANCEL ☐

OK ☒ CANCEL ☐

6. Select **MBART@IBRDENENTEDM101** and click **OK**

BATCH SCHEDULE

SELECT SOURCE

- ☒ **MBART@IBRDENENTEDM101**
- ☐ UCB@IBRDENENTEDM101
- ☐ DRO@IBRDENENTEDM101

OK ☒ CANCEL ☐

OK ☒ CANCEL ☐

7. Repeat steps 4-6 for the sources **UCB@IBRDENENTEDM101** and **DRO@IBRDENENTEDM101**

BATCH SCHEDULE

☒ New ☐ Continue if any job fails

| DISPLAY NAME  | SOURCE                | DESTINATION   |
|---|-----------------------|---------------|
| <input checked="" type="checkbox"/> DEN Explorer Sync | MBART@IBRDENENTEDM101 | DENRepository |
| <input checked="" type="checkbox"/> DEN Explorer Sync | UCB@IBRDENENTEDM101   | DENRepository |
| <input checked="" type="checkbox"/> DEN Explorer Sync | DRO@IBRDENENTEDM101   | DENRepository |

OK ☒ CANCEL ☐





8. Once all sources have been added, click **OK** to show the schedule screen

**SCHEDULE**

Trigger type:  User name:  Password:

Start date:  Time:   
Restart in days:

Delay task: ☐  
Randomly delay task up to:   
Repeat task: ☐  
Repeat task every:   
For a total of:   
Stop all tasks: ☐ Stop all running tasks at end of repetition duration  
Limit run time: ☐  
Stop task after:   
Schedule expires: ☐

9. Configure the schedule to run under a regular service account, repeating every 2 hours for a duration of 1 day:

**SCHEDULE**

Trigger type:  User name:  Password:

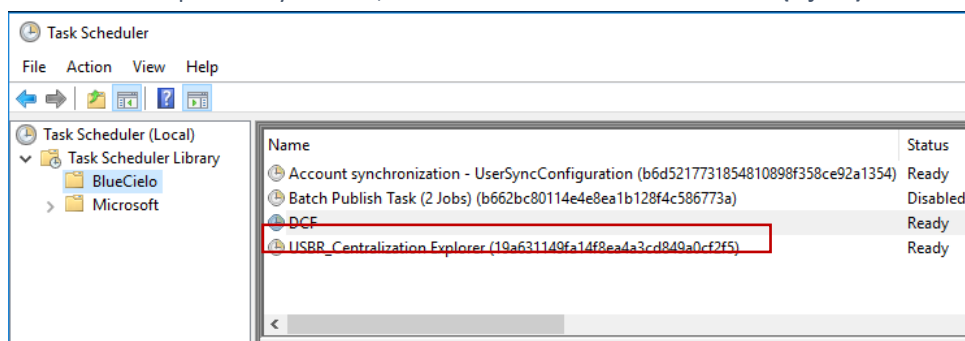
Start date:  Time:   
Restart in days:

Delay task: ☐  
Randomly delay task up to:   
Repeat task: ☒  
Repeat task every:   
For a total of:   
Stop all tasks: ☐ Stop all running tasks at end of repetition duration  
Limit run time: ☐  
Stop task after:   
Schedule expires: ☐

10. Once the schedule has been created, it will need to be updated to run under the gMSA account:
- Connect to **IBRDENENTEDM201** using a remote desktop connection.
  - Start the **Task Scheduler** application.
  - Expand **Task Scheduler Library** and click on **BlueCielo**



- d. Locate the task previously created, it will be named **Batch Publish Task (3 jobs)** followed by a GUID.



- e. Run the following command in an elevated command prompt:

```
schtasks /change /TN "\BlueCielo\Batch Publish Task (3 jobs)
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```

Change the text in Red to the full name of the task (including GUID) but ensure that it is prefixed with “\BlueCielo\”, this is because we must specify the full path to the task from the root of the Task Scheduler Library.

