Manage scheduler in the Admin Area

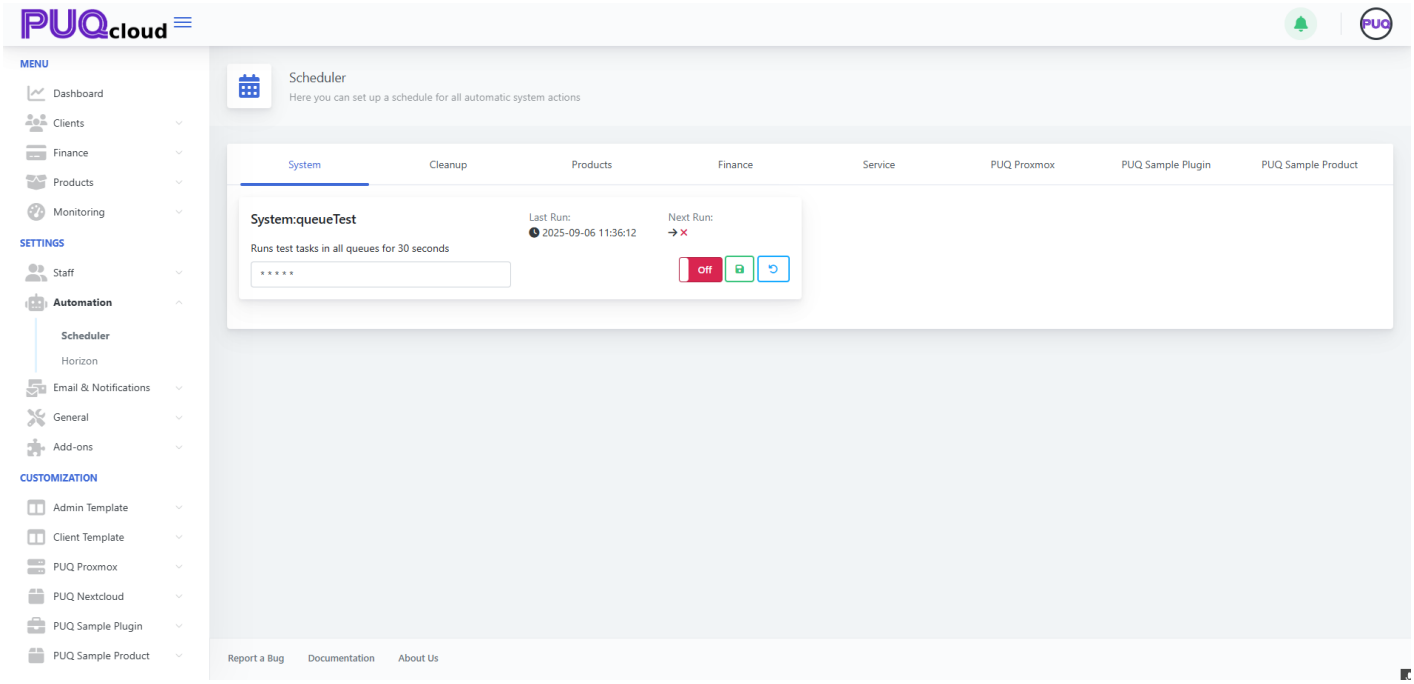
PUQcloud Panel

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Why Scheduler? So billing, cleanups, lifecycle actions, and Proxmox jobs run *on time*, *automatically*, and *predictably*.

Where is it?

Automation → Scheduler



Scheduler overview (System tab) with task card UI (Last/Next Run, cron, On/Off, Save, Reset).

60-second UI tour

Every task card has 6 key parts:

1. **Title** + short description.
2. **Last Run** — when it last executed (great to spot stalls).
3. **Next Run** — when it will run next.
4. **Cron expression** — schedule in `* * * * *` format.
5. **On/Off** toggle — enable/disable instantly.
6. **Save** (disk) / **Reset** (↺) — apply or discard changes.

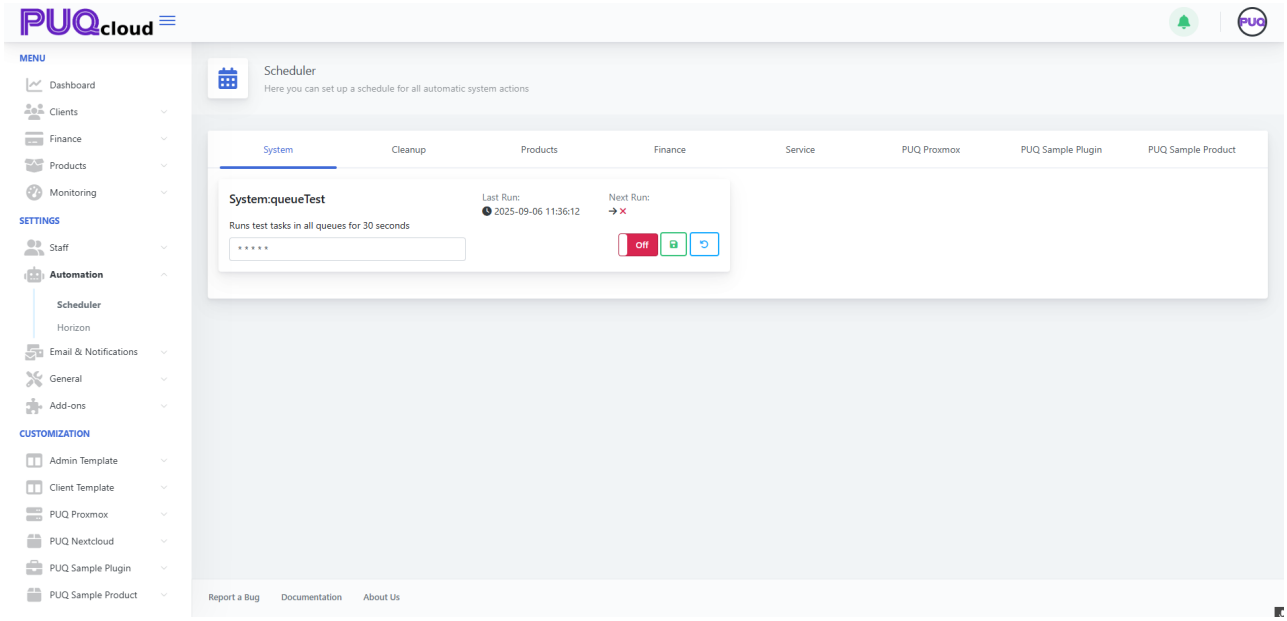
> **Rule #1:** change cron → **Save** → confirm **Next Run** updates. If it didn’t, your change isn’t applied.

Tabs & what they’re for

1. System

Service/test tasks.

- Keep **Off** in production unless you use them intentionally.



Scheduler overview (System tab) with task card UI (Last/Next Run, cron, On/Off, Save, Reset).

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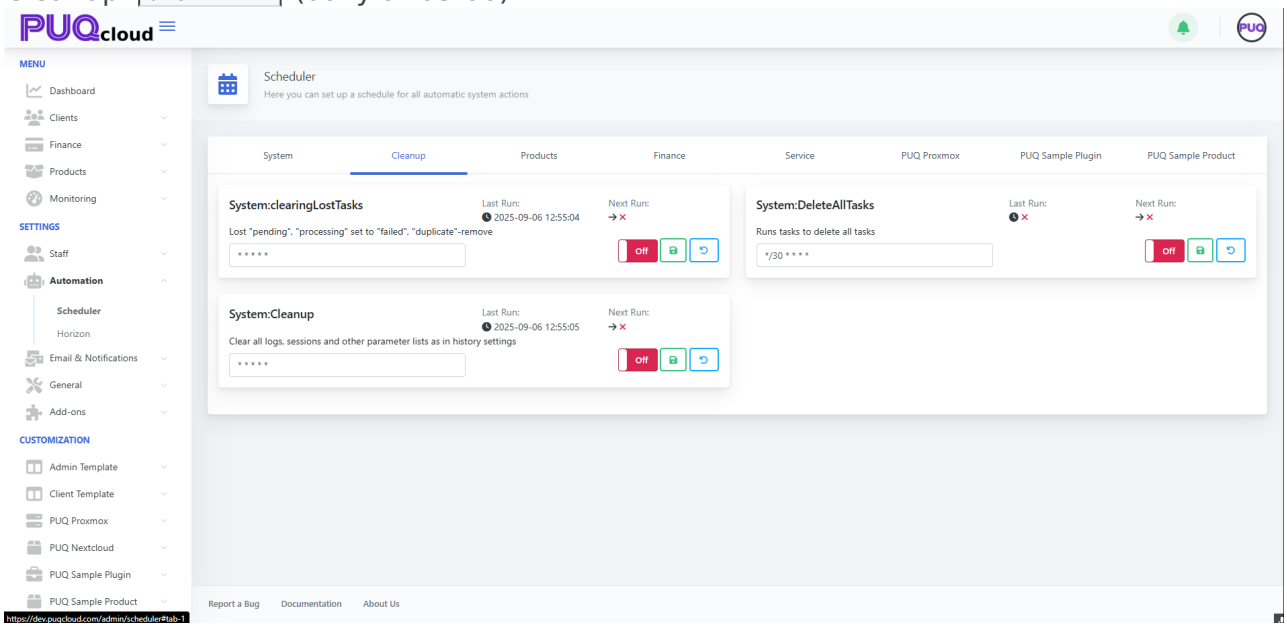
2. Cleanup

Housekeeping for logs, sessions, and “lost” queue jobs.

- **System:clearingLostTasks** — converts `pending/processing` to `failed/duplicate`.
- **System:Cleanup** — clears logs/history by retention.

Suggested schedule:

- LostTasks: `*/30 * * * *`
- Cleanup: `0 3 * * *` (daily at 03:00)



Cleanup tab showing “System:clearingLostTasks” and “System:Cleanup” with example cron values.

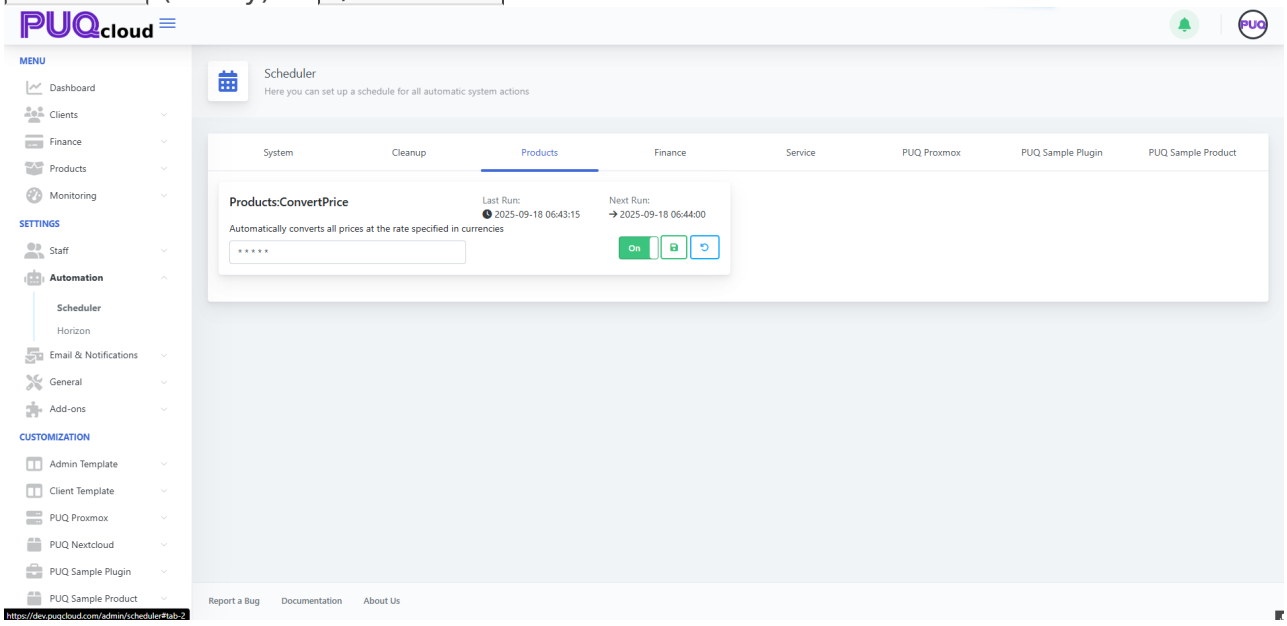
> **Tip:** while debugging you can run them more often; switch back to the nightly window later.

---

3. Products

Bulk price conversions/recalculation.

- **Products:ConvertPrice** — keeps prices aligned with currency rates.
  Schedules that work:
- `0 * * * *` (hourly) or `*/15 * * * *` in volatile markets.



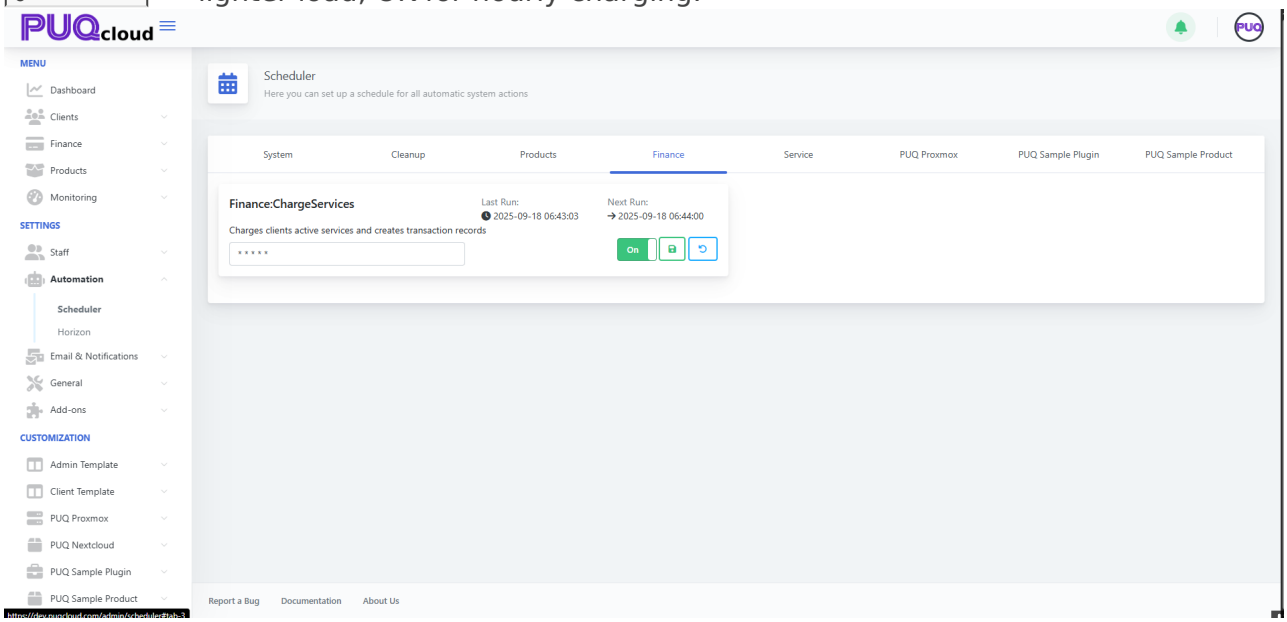
Products tab showing “Products:ConvertPrice” enabled with sample cron.

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4. Finance

The billing heart: charges and transactions.

- **Finance:ChargeServices** — charges active services and creates transactions.
  Balanced options:
- `*/10 * * * *` — near-real-time customer experience.
- `0 * * * *` — lighter load, OK for hourly charging.



Finance tab showing “Finance:ChargeServices” enabled with sample cron.

> **Pro tip:** do faster cycles by day (`*/10`), slower at night if you manage cron externally with “day/night” profiles.

---

5. Service

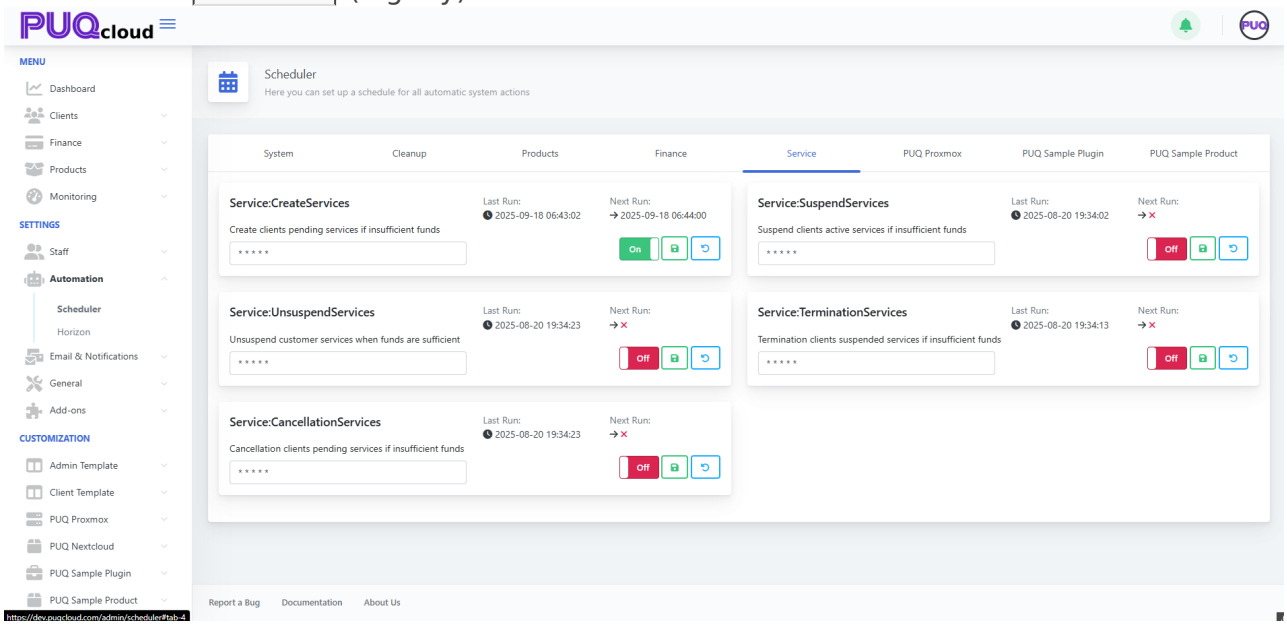
Service lifecycle automation:

- **Service:CreateServices** — create on sufficient funds.
- **Service:SuspendServices** — suspend on debt.
- **Service:TerminationServices** — terminate after grace.
- **Service:UnsuspendServices** — restore after top-up.
- **Service:CancellationServices** — process cancellations.

Recommended starter profile:

- Create/Suspend/Unsuspend: `*/10 * * * *`
- Cancellation: `*/30 * * * *`

- Termination: `0 4 * * *` (nightly)



Service tab with lifecycle tasks (Create, Suspend, Unsuspend, Termination, Cancellation) and their toggles.

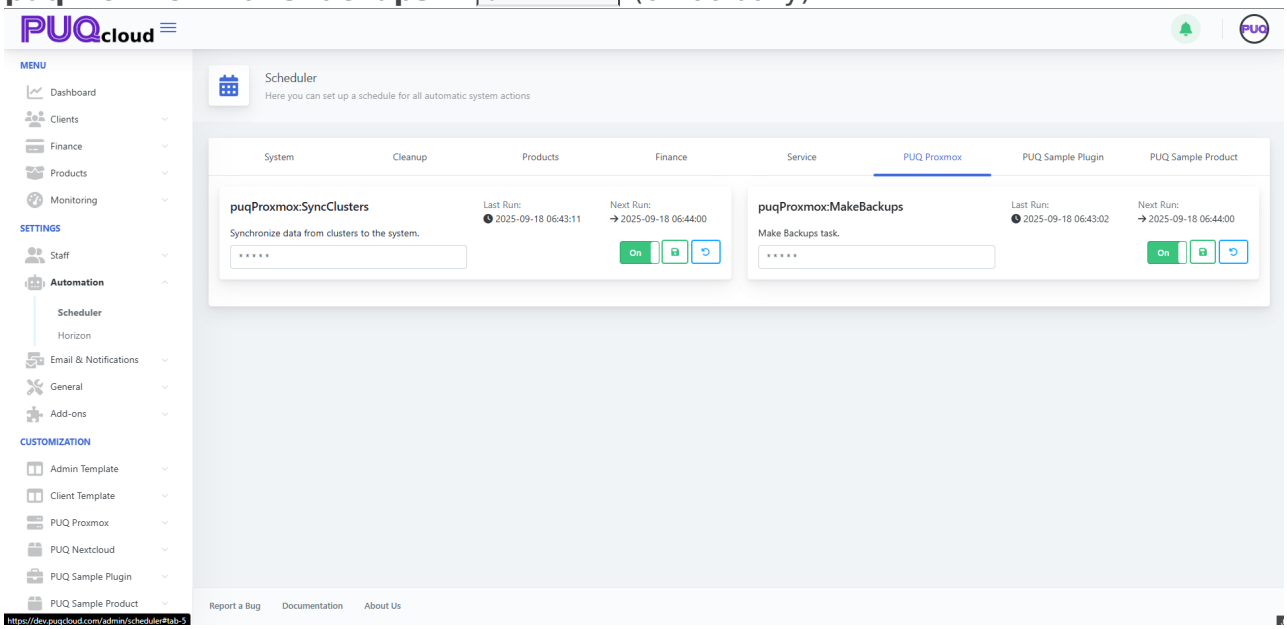
> **Safety:** run terminations once per night to avoid heavy daytime I/O.

---

6. PUQ Proxmox

Cluster sync and backups.

- **puqProxmox:SyncClusters** — `*/5 * * * *`.
- **puqProxmox:MakeBackups** — `0 2 * * *` (02:00 daily).

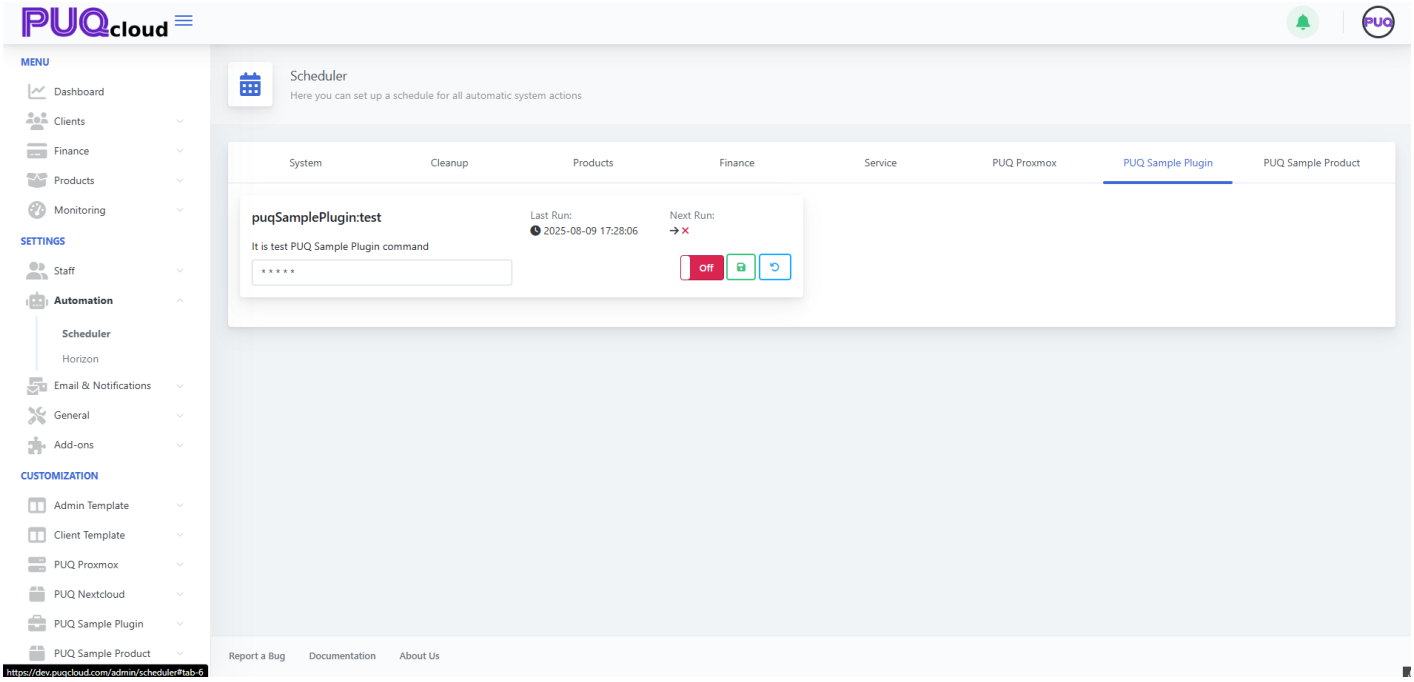


PUQ Proxmox tab showing “puqProxmox:SyncClusters” and “puqProxmox:MakeBackups” with recommended schedules.

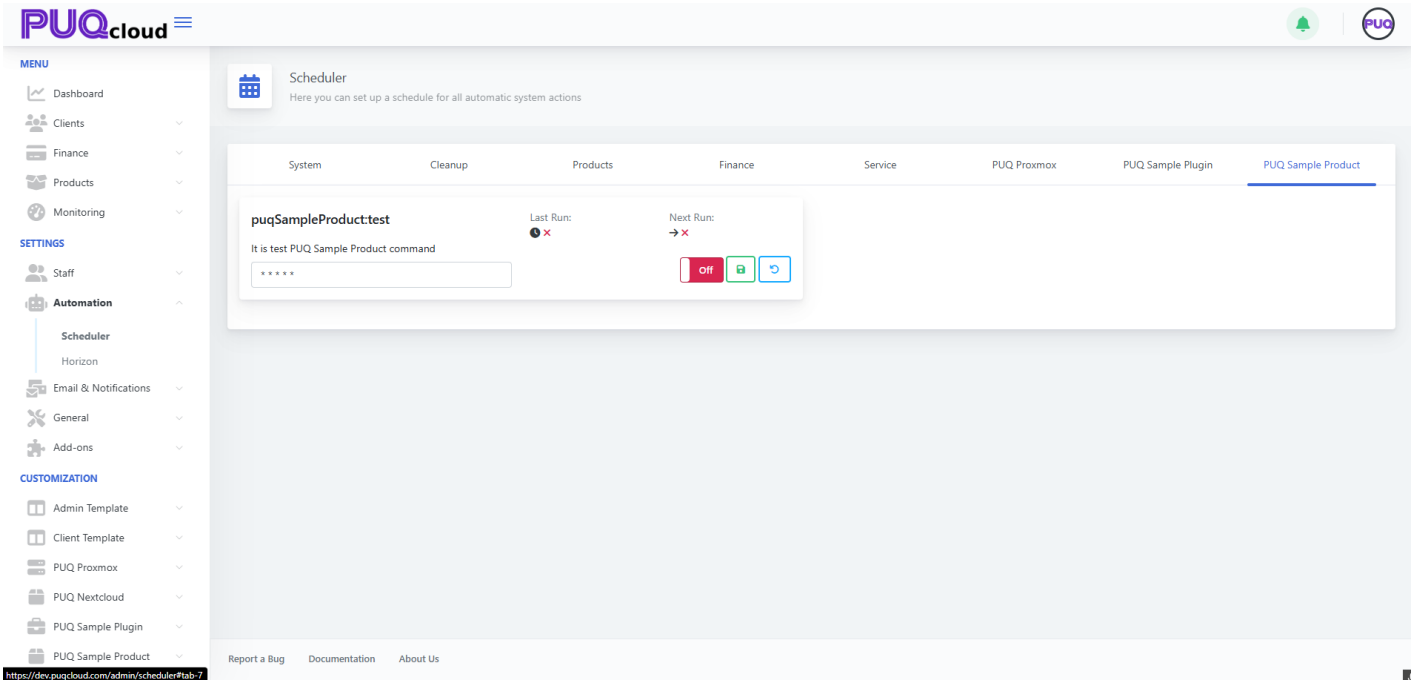
> **Practice:** give backups a dedicated quiet window; watch storage I/O.

7. PUQ Sample Plugin / PUQ Sample Product

Demo tasks — keep **Off** in production.



PUQ Sample Plugin tab showing “puqSamplePlugin:test” (demo task) in Off state.



PUQ Sample Product tab showing “puqSampleProduct:test” (demo task) in Off state.

Cron cheat sheet (no pain)

Expression	Meaning
`* * * * *`	Every minute
`*/5 * * * *`	Every 5 minutes
`*/10 * * * *`	Every 10 minutes
`0 * * * *`	At the start of every hour
`0 2 * * *`	Daily at 02:00
`0 3 * * 1`	Mondays at 03:00
`*/30 8-20 * * 1-5`	Every 30 min 08:00–20:00 on weekdays

> **Note:** Times follow the server’s timezone. If times look odd, verify the host TZ.

Ready-made profiles (copy/paste)

“Starter” (safe and effective)

- Finance: `*/10 * * * *`
- Service Create/Suspend/Unsuspend: `*/10 * * * *`
- Service Cancellation: `*/30 * * * *`
- Service Termination: `0 4 * * *`
- Cleanup Lost: `*/30 * * * *`
- Cleanup: `0 3 * * *`
- Convert Price: `0 * * * *`
- SyncClusters: `*/5 * * * *`
- MakeBackups: `0 2 * * *`

“Nightly heavy-lifting”

- All heavy tasks (Termination/Cleanup/Backups) between **02:00–04:00**.
- Frequent light tasks during the day (Charge/Status/Sync).

Safe-change checklist

1. **Environment** — test on **staging** first.
2. **Snapshot current crons** — copy or take a screenshot for rollback.
3. Change cron → **Save** → confirm **Next Run** updated.
4. Monitor 24–48h: **Last Run**, billing effects, backups, system load.

5. If issues appear — **Reset** on the card (or revert cron) and **Save**.

Troubleshooting quick tree

A. Task doesn’t run

- Toggle is **Off**? → turn **On**.
- **Next Run** missing? → fix cron syntax and **Save**.
- Workers/cron down? → restart your queue workers/system cron.

B. System load too high

- Move heavy jobs to night (02:00–04:00).
- Reduce frequency (`*/10` → `*/30`, `*/30` → `0 * * * *`).

C. Data gets stale (prices/sync/status)

- Increase frequency (hourly → every 15 or 10 minutes).
- Check worker logs for task errors.

Micro-FAQ

- **Why is “Next Run” showing an X?**
  Task is **Off** or cron is invalid. Enable and/or fix cron, then **Save**.
- **Can I trigger a task now?**
  UI focuses on schedules. For ad-hoc runs, temporarily set the cron to the nearest minute, **Save**, then revert.
- **How do I know it’s healthy?**
  Watch **Last Run**, see that service lifecycle events occur on time, finance entries are up-to-date, and backups are fresh.

Wrap-up

1. Define “day/night” profiles.
2. Heavy jobs at night; routine jobs every 5–15 minutes.
3. After any change: **Save** → check **Next Run**.
4. Use **Last Run** + worker logs as your health sensors.

Revision #5
Created 18 September 2025 05:26:43 by Yuliia Noha
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