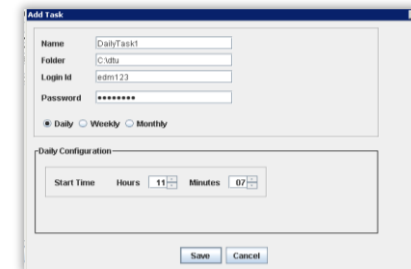
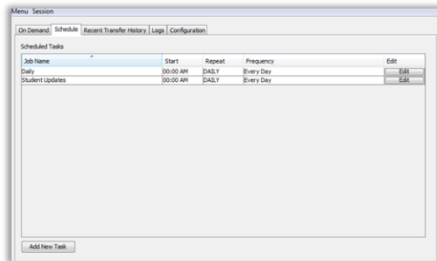


Using the DTU To Schedule a file transfer

1. Login to the locally installed DTU Application.
2. Once inside the TSDS DTU, select the Schedule tab. Note that any previously scheduled tasks will be listed.. Click Add New Task.
3. Enter the required information: Name of the task, Folder, i.e., the designated file path from which the files will be transferred and the Login ID and Password.



Configure the Daily, Weekly or Monthly Task

4. Select the Daily Weekly or Monthly Task radio button.
5. Daily: Enter the start time in hours and minutes. Click Save.
6. Weekly: Enter the start time in hours and minutes, select the day of the week on which the task will run. Click Save.
7. Monthly: Enter the start time in hours and minutes, Select the date of reoccurrence.. Click Save.

