

2. SCHEDULER SETUP

SCHEDULER SETUP

(Last Updated 2025-Nov-6 -version 6.1i)

If you are at this step, you should have already set up and configured a Corrade bot. If you haven't done that yet, then go back to the document "1. CORRADE SETUP", and work through it completely before attempting anything described here.

- **IMPORTANT:** If you don't already have version 6.1e of the Kool-Tech Automated Group Notice & IM Scheduler, then go to the SL Marketplace and purchase either the 6-month limited version or the full (unlimited) version, depending on your needs.
- From the folder "Kool-Tech Setup Items B – Sched v6.1e", find the object "Kool-Tech Automated Group Notice & IM Scheduler (brd) v6.1e" and rez it onto the land where you will be using it. (If you prefer, you can rez the (flt) version instead.)
- Find the "! config" notecard that you created in step 6 of the Corrade setup, and drop it into the contents of the Scheduler object.

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Set Up a "! groups" Notecard:

For each group to which you plan to send notices, the bot must be a member of that group, and its group role must allow it to "Send Notices" and "Join Group Chat".

- From the folder "Kool-Tech Setup Items B – Sched v6.1e", open the notecard "! groups".

Any group to which you wish to send notices or IMs must be included in the "! groups" notecard. Each line of that notecard consists of a group abbreviation (minimum of 2 characters), followed by a vertical line (|), followed by a group name. After the group name, insert another vertical line (|), followed by the group's key (which can be retrieved from the top of the group profile in Firestorm viewer).

The group abbreviations you choose must be alphanumeric, that is they can only contain letters and/or numbers.

However, you CAN include one or more of the following special characters along with the abbreviation to indicate special processing for that group:

- An asterisk (*) means that notices and IMs to this group will always be treated as cross-group, so the phrase "(x-grp)" will be added to the beginning of the subject line when sending notices and IMs to this group.
- An ampersand (@) means that you always want to suppress the message portion of the notice when sending an IM to this group, so that only the subject line and SLURL will be sent in group IM. This is important when dealing with groups that have strict requirements on the content of group IMs received.
- A percent sign (%) means that you always want to skip sending a notice to this group. This flag is useful if you don't have notice privileges for a certain group, but you still want to send it a group IM.

Here are a few examples of how to specify groups:

```
II| Inspiration Island Land Group|ab4e4316-9b9a-5907-Se7d-23599916629a
WBH| WHOLE BRAIN HEALTH|50Sd2c32-97cb-f804-90cc-57b428bd2665
RK*| Rockcliffe University - Students|76d84a6e-db0a-3759-e080-85a65b4cf016
```

In the last example, the asterisk at the end of the abbreviation means that we always want to send cross-group notices to Rockcliffe University.

IMPORTANT: As you type in group lines, make sure that you press the Enter key at the end of each notecard liner. This is the only way to make sure that the notecard is properly parsed.

Once you have created a line in the lgroups notecard for each group that you will need to send to, drop the notecard into the contents of the scheduler. You can always add to it later if needed.

ADDING NEW GROUPS TO YOUR ! groups NOTECARD:

IMPORTANT: If you add one or more new groups to your **! groups** notecard at a later time, the bot may not recognize the new group, or may give a message saying it does not belong to that group, even if it does. If this happens, do the following:

- Stop the bot from running.
 - If you're running the bot directly, then simply end the corrade.exe process.
 - If you're running the bot as a service, then you will need to download the "stop-corrade-bot" and "start-corrade-bot" files described in Step 8b of the Corrade Setup. Then you will need to run "stop-corrade-bot" to stop the service.
- Go to your Corrade folder, and delete the subfolder called Cache.
- Start the bot again.
 - If you're running the bot directly, then start corrade.exe from the Corrade folder.
 - If you're running the bot as a service, then run "start-corrade-bot".

HOW THE SCHEDULER WORKS:

You tell the scheduler object what notices or group IMs you want to send by dropping notecards into its contents. Each notecard contains one or more schedules. A schedule consists of:

- a timestamp for when you want to send the notice;
- a line indicating whether you want to send a notice, a group IM, or both;
- a list of groups to send to;
- the subject;
- the message; and
- an attachment (optional).

SCHEDULING NOTECARDS:

A group notice or group IM is described by a schedule consisting of multiple notecard lines. Each line starts with an identifying character followed by a vertical bar (|), followed by the contents of that line. Identifying characters are:

T -timestamp

X -message types (i.e., whether to send a notice, an IM, or both)

G -list of abbreviations of groups to send to, separated by spaces

S -subject of notice

M -message

A -name of attachment, spelled exactly as it is in the bat's inventory.

These lines MUST be placed in the notecard in the order shown above. The "A" (attachment) line can be left off if there is no attachment.

IMPORTANT: As you type in lines for the notecard, make sure that you press the Enter key at the end of each notecard line! Also, be aware Second Life scripts are not able to read more than 1024 characters per notecard line, so any characters past 1024 will be ignored.

As of version 6.0b, the number of events you can load into a single scheduler object is 100 (you should actually be able to load more, but try not to go too far over this limit). Prior to this version, you could only load a max of around 15-20 schedules per object.

T (Timestamp):

Timestamp is made up of a series of integer values separated by spaces, in the following order:

- Hour (0-23) (24-hour clock, where 0 is 12am and 23 is 11pm)
- Minute (0-59)
- Day of week (0-6) where 0=Sunday, 1=Monday, etc. You can also use 7 for Sunday.
- Occurrence of this weekday within month (1-5, L=last occurrence in month, x=every 2 weeks (explained further below) Use L when you always want the last occurrence, regardless of whether there are 4 or 5 weeks in the month.
- Month (1-12)
- Day (1--31)

For any of these values, you can use an asterisk (*) to indicate a wild card. Any values not included at the end are assumed to be asterisks. This lets you be very flexible in scheduling.

Stacking day-of-week or week-of-month values:

When specifying day-of-week or weekday within month (the 3rd or 4th parameters above), you can stack values if the notice should go out multiple days of the week, or in multiple weeks during within the month. For example, 24 in the fourth parameter would mean to send the notice/IM on both the second and fourth occurrence of a weekday within the month.

IMPORTANT:When stacking days of the week (3rd parameter), if one of the days is Sunday, do not list it first. E.g., if the event happens on Sunday and Wednesday, list it as 30 and not 03.

Specifying events occurring every two weeks:

To create an event that will always occur every two weeks regardless of week number, specify **x** in the fourth parameter (where you would normally put the weekday within month). Then, in the fifth parameter (where you would normally put month number), enter a date in the format YYYYMMDD, which is the starting date for the event. The scheduler will use this date to calculate all future dates on which this event will occur. *(Note that the YYYYMMDD provided in the fifth parameter can be ANY date on which this event is scheduled to happen; it only needs to be provided for calculation purposes.)*

Examples:

T 9 50 3	(9:50am each Wednesday; same as T 9 50 3 * * *)
T 13 50 4 1	(1:50pm on the 1st Thurs of the month)
T 13 50 4 135	(1:50pm on the 1st, 3rd & 5th Thurs of the month)
T 13 50 2 L	(1:50pm on the last Tues of the month)
T 17 20	(5:20pm on every weekday)
T 15 00 * * 11 12	(3:00pm on November 12)
T 8 00 * * * 25	(8:00am on the 25th of each month)
T 15 00 5 x 20220806	(3:00pm on Friday every two weeks, calculated from 2022/08/06)

X (Message Types):

This tells the sender whether you are sending this as a notice, as a group IM, or both.

For group IM's, the subject will be combined with the message body, along with an abbreviated SLURL if included (as described below).

- If you want to send this as a notice, use the letter **N** (case insensitive). You can also spell out the word **notice** if you prefer.
- If you want to send a group IM, then do ONE of the following:
 - Use the word **IM** if you have only a message without a SLURL; *or...*
 - Include an abbreviated SLURL. It can be either in the form xxx/yyy/zzzz if it is a location on your home region (see Configuration section above), or in the form regionname/xxx/yyy/zzzz for a specific region. If the region name contains spaces, then you **MUST** enclose the entire SLURL in double quotes.
- If sending both a notice and group IM, include both of the above options, separated by a space.

Examples:

X notice	(Just a notice with no group IM)
X 38/141/22	(Just an IM with no group notice)
X N 75/38/701	(Both a group notice and group IM for a location in your home region)
X N IM	(Both a group notice and a group IM with no included SLURL)
X N Livingtree/127/101/25	(Both a group notice & group IM for a location in a specific region)
X N "Inspiration Island/75/38/701"	(Both a group notice & group IM for a location in a specific region, where the region name contains spaces)

G (Groups):

On this line, you provide a list of group abbreviations (from your “! groups” notecard) to tell the scheduler which groups you want to send notices and/or group IMs. Just leave a space between each abbreviation.

As part of each group abbreviation listed here, you can include any of the three special characters described above in the section ‘Setting Up a “! groups” Notecard’: asterisk(*), ampersand(@) or percent sign(%).

- By placing an asterisk (*) next to the abbreviation here, it will be treated as a cross-group message for this message only. Using the examples from that section, the following line will send a cross-group notice to WBH:
G|WBH*
- By placing an ampersand (@) next to the abbreviation here, it will suppress the message line in group IM for this message only. Using the examples from that section, the following line will instruct the scheduler to only send the subject line + SLURL in an IM to WBH:
G|WBH@
- By placing a percent sign (%) next to the abbreviation here, it will skip sending a group notice for this message only. Using the examples from that section, the following line will tell the scheduler to skip sending a group notice (but still send a group IM) to WBH:
G|WBH%

IMPORTANT: Please restrict each event listing to **no more than 8 groups**. If you need to send a notice to more than eight groups, you will need to create one or more duplicates of that listing to handle the additional groups. Also, make sure that these duplicate listings are sent out at slightly different times.

EXAMPLE: You need to send to twelve groups: AA, BB, CC, DD, EE, FF, GG, HH, II, JJ, KK, LL.

SOLUTION: Create two entries similar to what is shown below (*note that the second one starts at 10:51 rather than 10:50*):

```
T|10 50 0
X|Notice IM
G|AA BB CC DD EE FF GG HH
S|Big show today!
M(|
Show going on today starting at 8pm
M)|
```

T|10 51 0
X|Notice IM
G|II JJ KK LL
S|Big show today!
M(|
Show going on today starting at 8pm
M)|

S (Subject):

Corrade restricts the subject line to 63 characters or less. If you send a notice as cross-group, it will truncate the subject to 56 characters so that the phrase (x-grp) can be added to the front.

If you need to insert the current month and day into the subject line, use the phrase %mmm dd% at the point where you want it to display. Be sure to include a space between mmm and dd.

If you need to insert the current day of the week into the subject line, use the phrase %dow% at the point where you want it to display.

M (Message):

Preferred method:

Block mode gives you the most control over the message, and preserves formatting exactly the way you want it (including blank or indented lines). Use an "M(|" line (M + open parenthesis + vertical bar) to mark the start of a message, then include individual message lines after this in the notecard. When you're done, include a "M)|" line (M + closed parenthesis + vertical bar) to signal the end of the message. **IMPORTANT:** "M(|" and "M)|" need to be on their own lines, with the actual message inserted between them. For example:

```
M(|
This is an example
  of a multi-line
    message !!

Now we're done.
M)|
```

Alternative method:

For very simple messages, you can simply include one or more "M|" lines, and they will be joined together to form the final message with a space between them. For example:

```
M|This is an example of a multi-line
message.
M|Now we're done.
```

For both methods, make sure that each line is no longer than 1024 characters. If a line exceeds this, it will be truncated to 1024.

Also, regardless of which method you use, be aware that Second Life restricts the total message size to 512 characters. If you attempt to send a message longer than this, you will receive an error and the message will be truncated.

A (Attachment):

An attachment can be either a landmark found in the "Landmarks" folder of the Corrade bot, a notecard found in the "Notecards" folder, a texture found in the "Textures" folder, or an object found in the "Objects" folder of the bot. The name given must match EXACTLY with the item name, including capitalization. (*Attachment names will be checked by the scheduler to be sure they are found in the bat's inventory.*) All attachments must have next owner permissions of copy and transfer (*they can be no modify*).

Landmarks:

Either use just the landmark name, or preface it with LM>
(*landmark listed must exist in the root of the bat's Landmarks folder*)

Notecards:

Preface the notecard name with NC>
(*notecard listed must exist in the root of the bat's Notecards folder*)

Textures:

Preface the texture name with TX>

(texture listed must exist in the root of the bot's Textures folder)

Objects:

Preface the object name with OB>

object listed must exist in the root of the bot's Objects folder)

Examples:

A|WBH Grove of Wisdom -*landmark named WBH Grove of Wisdom"*

A|LM>WBH Grove of Wisdom -*landmark named WBH Grove of Wisdom" (alternative way of specifying landmarks, prefix is not required)*

A|NC>Programs today -*notecard named "Programs today" (NC> prefix is required)*

A|OB>Free sample -*object named "Free sample" (OB> prefix is required)*

A|TX>picture -*texture named "picture" (TX> prefix is required)*

SENDING NOTICES MANUALLY:

This feature, offered in version 4.9a and later, lets you select one of the scheduling notecards you have loaded and send it out immediately as a notice and/or a group IM, depending on how you have it set up. It will be sent to all groups defined in the G (groups) line.

Using this feature does not affect the normal time-based scheduling of the notice/IM.

To use this feature:

- Click the scheduler to bring up the menu.
- Click the SEND NOW button.
- You will be presented with a scrollable menu of all schedules currently loaded into the object. Click the numbered button corresponding to the schedule that you want to send immediately.
- If present, you can click the NEXT>> or <<PREV buttons to scroll.
- If you decide you don't want to select anything, you can exit the menu by pressing Ignore.

Creating static (non-timed) events to use with SEND NOW:

The SEND NOW button can be used with *any* scheduled events, and will not affect the normal sending of a notice/IM at its scheduled time. However, you may also want to create notices/IMs that have no specified time to be sent, and that will simply sit unused in the scheduler until you use the SEND NOW button. To create these "static" events, all you need to do is specify both the hour and minutes as 99:

T 1 99 99

These notices/IMs can *only* be sent by using SEND NOW.

AUTOMATED UPDATES:

Starting with version 6.0, you can now check to see if your Scheduler is up to date, and if it is not then you will receive an updater object that you can rez on your land. The object will update the scripts needed to bring your Scheduler up to the latest version.

Simply click on the Scheduler and click the Update button. It will check the update server to determine what the latest version of the Scheduler should be. If the version number matches your version, it will tell you it is up to date. Otherwise it will automatically send you an Updater Object that you can rez anywhere on your property.

1. Once the Updater Object has been rezzed, click on your Scheduler again and choose Update.
2. It will communicate with the Updater Object to determine which scripts need to be updated.
3. You will receive a dialog box asking you to proceed with the update, or to cancel if you decide to wait until later.
4. If you tell it to proceed, it will update your Scheduler to the latest version, and the Scheduler will then

reset. If you have more Schedulers to update, then repeat steps 1-4 above for each one.

It is also advised that you rez any Scheduler objects from your inventory, update them, then take them back into inventory.

ADVANCED FEATURES:

The scheduler has advanced features that you can take advantage of if you want need them. They are totally optional, so if you don't need them you can ignore them.

1. Sending Region Messages

If you want, you can set up the scheduler to send out a region-wide message prior to an event. The message will be sent to the region designated as your home region.

1. **You must first make your bot an estate manager** for your home region. This is a Second Life requirement for sending region-wide messages. This is done under the Access tab of the Region/Estate dialog. The region owner, or any other estate manager, should be able to add your bot to this list.

2, Once your bot is set up as an estate manager, all you need to do is to add an "R" (without the quotes) to the end of the **X** line of the event listing. Example:

```
X|Notice 81/139/23 R
```

Whenever the notice is sent, it will also send a region-wide message using the text in the subject line. If you included an x/y/z location on the **X** line, the region message will also display the full SLURL for the event.