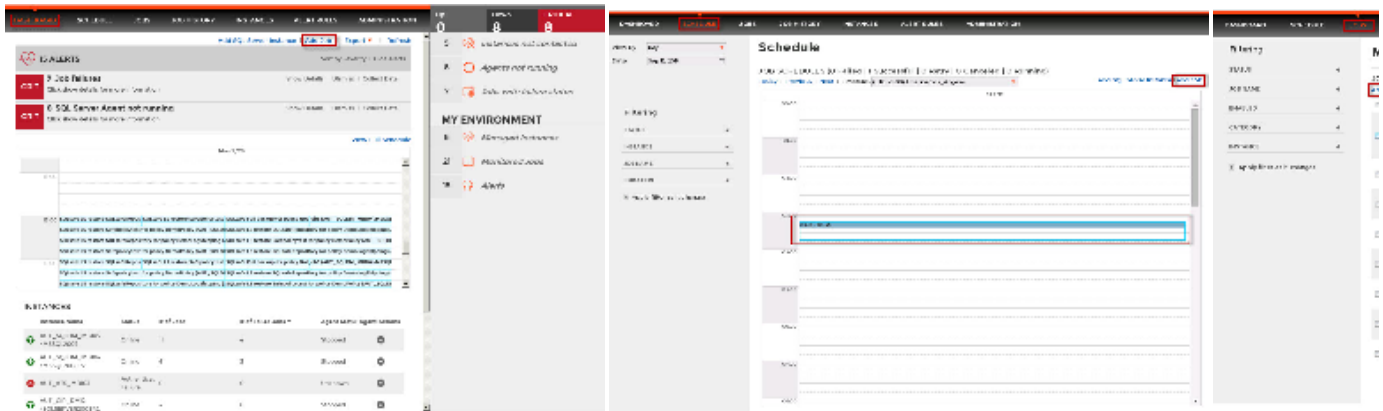# How do you add SQL Server jobs?

You can add jobs by using the **Add Job** wizard which is available from:

- **Dashboard** - top bar menu
- **Schedule** tab - top bar menu or click the time slot where you want to create a job.
- **Job** tab - top bar menu

Below you can see the tabs and sections where you can find **Add Job**. Click the image to view full size.

The **Add Job** wizard lets you specify the general information about your job, its steps, schedules, alerts, notifications, and targets.

Follow the next sections to get specific details about this wizard and all steps involved in the creation of jobs.

> ⊘ Take into account that Read-only users cannot add new jobs to their monitored instances from SQL Enterprise Job Manager. The option **Add Job** is not available for Read-only users.

SQL Enterprise Job Manager monitors and manages your SQL Server agent jobs. Learn more > >

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