

# Creating new steps

In the top menu of the Steps section, you have two options for adding a new step: **New** and **Insert**. Both options open a new window for specifying the characteristics of the step but the difference between the two options is:

- **New** - allows you to add a new step at the bottom of the steps' list
- **Insert** - allows you to insert a new step above a selected step

## What options are available when defining a new step?

When you define a new step you have **General** and [Advanced settings](#) which you can specify according to your needs.

The **General** settings options for new steps depend on the type of step you choose. The following options are available to all types of steps:

- **Step name** - type a name that allows you to identify the step.
- **Type** - specify the type of step. You can select from: ActiveX Script, Operating system (CmdExec), PowerShell, and others. Go to [Types of job steps](#) for more information.
- **Run as** - specify the account that will be used to run the step.
- **Command** - You can type commands to be used in the respective step.

## What options are available according to the step type?

According to the step type you choose, SQL Enterprise Job Manager displays different options for that type.

Below you have a description of the information displayed for each step type.

### ActiveX Script step type

When you choose an ActiveX Script step type, you can choose which language you want to use for the step:

- **VBScript** - Microsoft Visual Basic Scripting edition
- **JScript** - specify JScript as the language for the job steps.
- **Other** - if you want to type the name of another scripting language

### Operating System (CmdExec) step type

When you choose an Operating system step type, you have the following option: **Process exit code of a successful command** - where you determine the exit code the command returns to indicate success.

### Replication step types

There are different Replication Agent step types that you can choose when defining your step. Some of the Replication step types are:

- Replication Distributor
- Replication Merge
- Replication Queue Reader
- Replication Snapshot
- Replication Transaction-Log Reader

If you select the **Replication Transaction Queue Reader** step type, then you have to specify the **Database** where you want this step to be executed.

### Transact-SQL script (T-SQL) step type

When you select this step type, you have to specify the **Database** where you want this step to be executed.

Additionally, you can find the **Parse** option to check the syntax of your command.



Keep in mind that Job steps types depend on the selected SQL Server instance. SQL Enterprise Job Manager does not handle SQL Server Analysis Services Command, SQL Server Analysis Services Query, and SQL Server Integration Services Package Execution job steps types.



Go to [Advanced settings](#) to see what other options you can specify for your step.

SQL [Enterprise Job Manager](#) monitors and manages your SQL Server agent jobs. [Learn more](#) > >

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