Viewing your current scheduled jobs

On the second section of the **Home** tab, you can find a Microsoft Outlook calendar-style view that allows you to see the SQL Server jobs monitored for the current day.tab, you can find a Microsoft Outlook calendar-style view that allows you to see the SQL Server jobs monitored for the current day.

You can view what jobs already ran or are scheduled to run on the current day. Jobs are displayed in their respective time slots, and identified with their names and the names of the instances where they ran, are running, or are scheduled to run.

Use the drop-down options located at the top left section of your calendar view to select between viewing jobs in All Status or with Failed, Successful, Retry, Canceled, Running, or Scheduled status.

How do you identify job status with colors?

You can identify jobs status with the following colors:

- Red - Failed
- Blue - Currently running
- Light Blue - Scheduled to run
- Green - Succeeded
- Gray - Retry
- Yellow - Canceled

Hover over a job to view its specific details such as Name, Instance, Status, Start time, Maximum run time, and Average run time.

What happens if you have several jobs scheduled on the same time slot?

If you have several jobs running on the same time slot, you can find the ellipsis icon at right end of the time slot. Click this icon and SQL Enterprise Job Manager opens the Job schedules window with the complete list of jobs that belong to this time slot. This window displays the following information:

- Job name
- Instance/Server
- Status
- Start date/time
- Run duration

At the top left section, you can find the option **Export**, click this option and select your preferred format (CSV, PDF, or XML) for exporting all jobs available on this time slot.

How do you view the complete schedule?

If you want to view the complete schedule, click **View Full Schedule** and SQL Enterprise Job Manager opens the **Schedule** tab where you are able to get a day, week, or month view of your past, current, and scheduled jobs.

For more information on what options are available on the **Schedule** tab, go to Viewing your jobs on the Schedule tab.

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

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