Registering new SQL Server instances

You can define which SQL Server instances you want to add to your SQL Enterprise Job Manager environment. You can only monitor jobs from registered SQL Server instances.

You can add new SQL Server instances from the following sections:

- **Home** tab - **Add SQL Server Instance** option on the top menu bar
- **Schedule** tab - **Add SQL Server Instance** on the top menu bar (Day, Week, or Month view)
- **Instances** tab - **Add SQL Server Instance** option on the top menu bar
- **Administration** tab - **Add SQL Server Instance** under the Instances section

> You can also Import instances using the respective option under the **Instances** section from the **Administration** tab.

> Icon
>
> Read-only users cannot do the following actions on the **Instances** tab:
>
> - Add/register new SQL Server instances
> - Remove registered SQL Server instances
> - Change instances properties
> - Perform actions on SQL Server Agents

When you open the Add SQL Server Instance wizard, you have the following sections:

Instance

To add instances you can:

- Type the name of instance or instances you want to register in the SQL Server Instance box. Use a semicolon to separate several instances.
- Use the **Browse** button to access a list of discovered instances that have not been registered yet with SQL Enterprise Job Manager. Check the box next to the instances you want to add, and click **Apply**.

Specify the **Data Collection Settings:**

- Determine the **Collection Interval** in minutes or days - This option lets you define how often data will be collected for your registered instances.
- Determine how many days SQL Enterprise Job Manager will **Keep Data for** - This option lets you specify how much time data is kept before grooming it.

Click **Next** to go to the next section.

Credentials

SQL Enterprise Job Manager connects to registered SQL Server instances to collect information. The collection service requires permissions to connect and gather information using the account you specify.

By default, SQL Enterprise Job Manager connects using the SQL Enterprise Job Manager service account. However, if you need to provide alternative credentials you can also choose from:

- SQL Server login account
- Windows user account

If you select a **Windows user account** or a **SQL Server login account**, type the respective user name and password.

SQL Enterprise Job Manager uses this account for SQL queries to gather availability and configuration data.

> You can test the correctness of your credentials by clicking **TEST CREDENTIALS**.

Information

On this section you can specify additional information for your instances like Owner, Location, and Comments

Although none of these fields are compulsory, Owner, Location, and Comments provide a powerful method for grouping instances and organizing your managed instances.

Use the **Owner** and **Location** drop-down lists to access all available options.

Finish

On this section, you can review your instance registration details such as: Instance, Data Collection Interval, Keep Data for, SQL Connection Credentials, Owner, Location, and Comments.

To change any of these registration details, you can do one of the following:

- Click any of the title sections (INSTANCE, CREDENTIALS or INFORMATION) and go directly to the place where you need to make the changes.
- Click **PREV** to go back to the previous sections until you find the place where you need to make changes.
- Click any of the specified values and SQL Enterprise Job Manager takes you to the respective section.

After you review your registration details, click **FINISH**.

SQL Enterprise Job Manager registers your SQL server instances in the repository and immediately begins to collect instances information like availability, configuration, and job handling information.

After registration, you can still change these settings. Go to Edit instance properties, for more information.

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