

Scheduled trigger

The **Scheduled** trigger is the perfect way to automatically trigger a rule at **specific times**.

There are a number of scheduling options to choose from or you can define your own custom schedule using a [Cron Expression](#).

Scheduled rules can be used for any number of regular maintenance, escalation or one off "fix it" jobs.



Scheduled trigger configuration

Below you will find a detailed description of each parameter of the basic configuration of the trigger.

Run as

Select the user that will be used to execute the rule.

Start typing the user name for quicker selection.

Schedule / Interval

Define the exact time and interval when you want to trigger the rule. The time/day options differ depending on the selected schedule.

Daily

The rule will be executed **every day**. The specific time can be set in the **Interval*** parameter (e.g. once per day at 1:00 am).

Days per Week

The rule will be executed on **certain day(s) per week**. The day(s) and specific times can be set in **Interval*** parameter (e.g. every Monday at 7 AM).

Days per Month

The rule will be executed on **certain day(s) per month**. The day(s) and specific times can be set in **Interval*** parameter (e.g. every 1st Monday of the month at 8 PM).

Advanced

Use a **Cron Expression** to have fine-grained control on when the rule should be executed. [Learn more about Cron Expressions](#).



Use cases and examples

Title	Automated action	JWT feature	Label
Notify for high priority issue	Send email action		

Notify about date of last comment for high priority issues	Send email action		
Notify the assignee one week before the due date	Send email action		
Remind users to close inactive issues	Add comment action		STAFF PICK
Add comment after seven days in the same status	Add comment action		
Delete the attachments of an issue 30 days after closing it	Update field action		
Scheduled project reindex	Reindex issue action		
Schedule issues for re-submission	Transition issue action		
Schedule the escalation of overdue issues	Transition Issue		

If you still have questions, feel free to refer to our [support team](#).