

Automatic Task Schedule

It is important to note when automated tasks are executed in MAX. The list below indicates the time at which specific automated tasks run in the system every day.

When to use: To assist in understanding when automated tasks occur.

Task List	MST	GMT
Invitations and Reminders		
Learner Invitations scheduled by the Admin with a specific date	6:30 PM	1:30 AM
Rater Invitations scheduled by the Admin with a specific date	7:30 PM	2:30 AM
Any scheduled Learner or Rater "Reminders" will be sent at this time	8:30 PM	3:30 AM
Status Reports		
Any scheduled Session Status Reports will be sent at this time	9:00 PM	4:00 AM
Any sessions in their final week, Status Reports will be sent at this time	10:00 PM	5:00 AM
Generating Reports		
Learner Reports in the "Pre-Session Period" are generated	6:00 PM	1:00 AM
Learner Reports in the "Pre-Session Period" are generated	***	***
Any scheduled session "Late Reports" will be sent at this time	***	***

As sufficient data for the learner is reached.