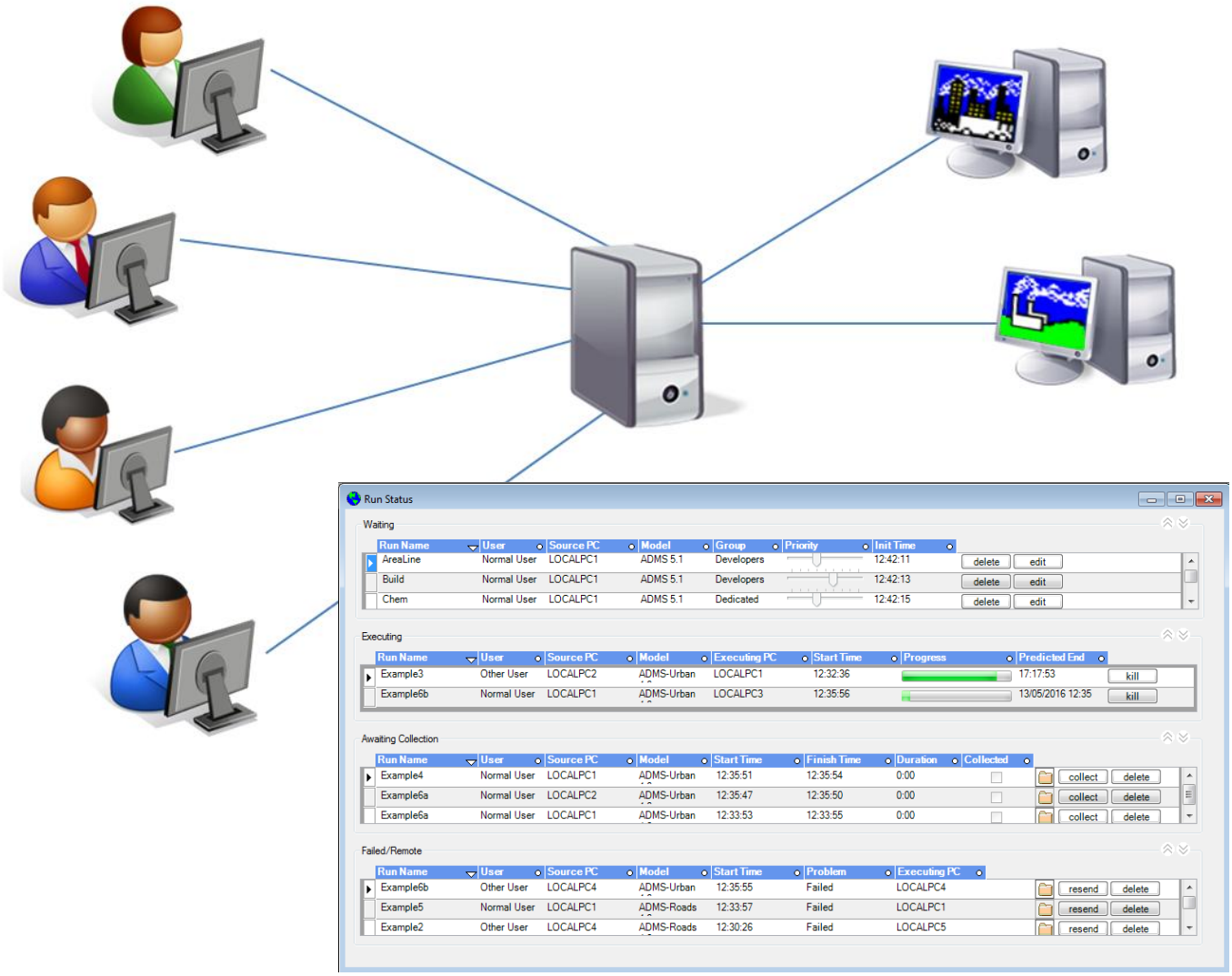
Run Manager

Advanced software for organising CERC model runs



User Guide CERC

Run Manager

Advanced software for organising CERC model runs

User Guide

Version 1.8

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SECTION 1 Introduction

1.1 About Run Manager

1.1.1 What is Run Manager?

Run Manager is a tool to help users manage their model runs and make the most of their CERC licence(s). It gives greater flexibility by sharing all licensed PCs across the local area network. Runs can be defined by users on their own unlicensed PCs, submitted through Run Manager to be executed at the first opportunity and the results returned to the users on completion.

1.1.2 Who uses Run Manager?

CERC has been using a version of Run Manager for over 10 years. It is suitable for use in consultancies, and by city and regional authorities.

1.1.3 Why use Run Manager?

Run Manager enables users to group large, urgent ADMS runs to be executed on the most powerful PCs available. It provides an estimate of the time required to complete each model run and allows flexibility on machine allocation when performing multiple project runs. Run Manager can organise and execute runs for all of the following models: ADMS, ADMS-Roads, ADMS-Urban and ADMS-Airport.

1.2 Run Manager Features

As illustrated in **Figure 1.1**, Run Manager:

- allows multiple runs to be executed concurrently on a licensed multi-processor PC;
- consolidates all available model licences for users to share;
- enables users to prioritise their runs;
- allows users to monitor the progress of runs, providing estimated end times; and
- provides a centrally-located list of available models, ensuring that all users use the same model versions.

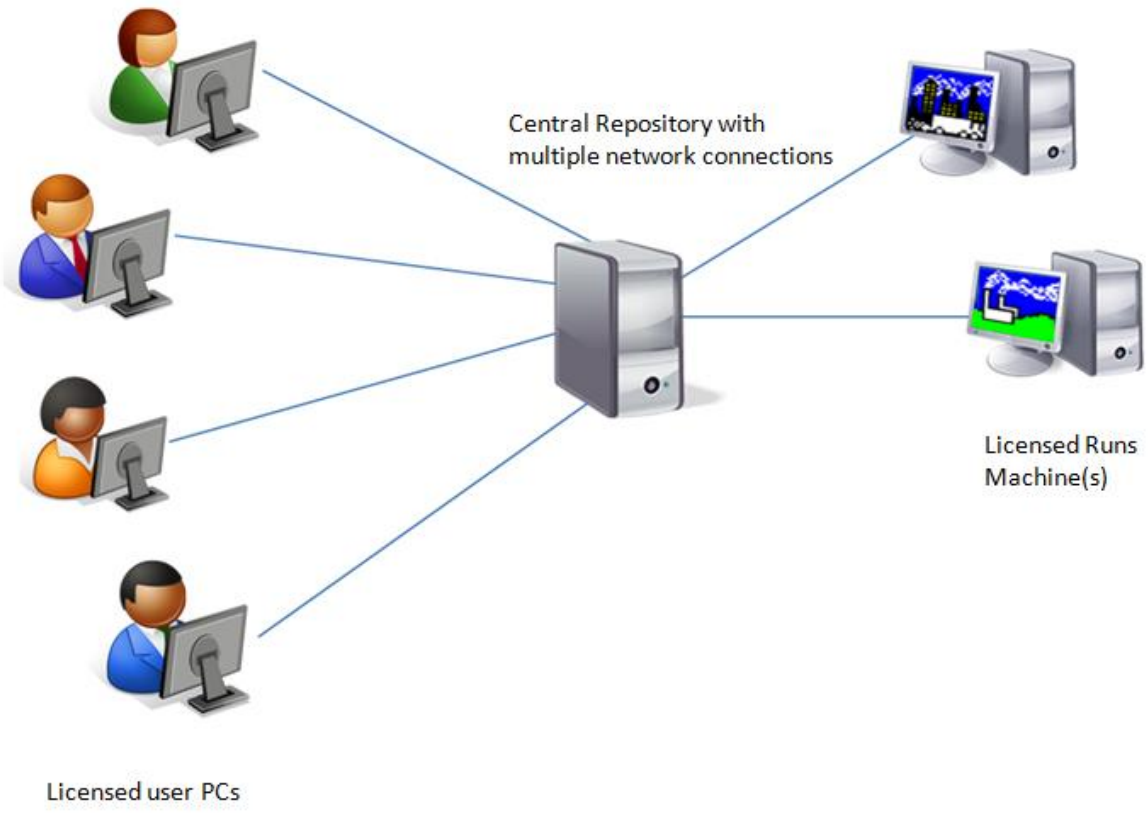


Figure 1.1 A typical Run Manager setup with several licensed users sharing multiple Runs Machines.

1.3 Glossary

There are a number of terms that are used in this document and in the Run Manager application, that have a specific meaning within Run Manager:

Central Repository – A directory on a server that is read/write accessible to all Runs machines and user machines. The central repository server does not need to have Run Manager installed.

Execution Group – A collection of Runs machines, for example you might have a group of Runs machines that have ADMS 5 licences and a different group of Runs machines that have ADMS-Urban licenses. A Runs machine can belong to many execution groups. Users can submit runs to particular execution groups.

Local Working Directory – A directory on the Runs machine that will be used to contain the required files for a model run while it is being executed.

Model – A numerical model for carrying out calculations. Run Manager can organise and execute runs for all of the following CERC models: ADMS, ADMS-Roads, ADMS-Urban and ADMS-Airport.

Model Run (sometimes referred to just as a "run") – A particular calculation job to be executed by a model, for example an APL file defines an ADMS model run.

Runs Machine – A PC that is set up to execute model runs. A Runs machine must have a licensed copy of Run Manager, and the required licences for the CERC models. A Runs machine can be a user's PC or can be a dedicated PC.

User Machine – A PC with Run Manager installed, not necessarily with any model or Run Manager licences, used to define runs and retrieve the output.

1.4 Conventions

To make this user guide simpler to use, certain conventions have been followed with regard to layout and style.

- Run Manager interface controls are shown in **Arial Narrow** font, e.g. the **Run Status** screen, click on the **Collect** button.
- Keyboard keys are shown in **bold**, e.g. press **Enter**.
- Directory and file names are shown in *italics*, e.g. *RunManager.exe*, *<install_path>\Data*.
- Tips and other notes are shown thus:

  Before Run Manager can be installed, it is necessary to install the Run Manager Support package, which will install essential prerequisites.

- Table and figure references are shown in bold, e.g. refer to **Table 3**, **Figure 2.2**.

SECTION 2 Getting Started

2.1 Requirements

Run Manager requires a central repository to store run files and run information. The central repository must be a directory that can be read from and written to by all users/machines running Run Manager. Your IT department may need to assist you in providing such a directory. The directory must be dedicated for use by Run Manager and not used for any other purpose. The central repository server does not need to have Run manager installed.

Run Manager can define runs and execute runs on the same PC, however it is more common to have user PCs where the runs are defined, the status checked and results collected, and dedicated Runs machines that execute the model runs. A Runs machine must have, at least, the minimum specification to run the required models. See the relevant model documentation for details.

2.2 Licence Information

In order to execute runs on a Runs machine, the machine must have a current Run Manager licence. The Runs machine must also have the necessary model licence/hardware key to run the model; refer to the documentation of the specific model or contact CERC for more information.

2.3 Installation

The installation of Run Manager is straightforward. It uses an Installation Wizard, which guides the user through a short series of screens, collecting information on the user and installation parameters, before installing the software.

For users who already have an earlier version of Run Manager installed, this version should be uninstalled before installing Run Manager 1.7.

Please check company procedure for installing software with your IT personnel.

2.3.1 Installing Run Manager

The following steps lead you through the Run Manager installation process.

Step 1. Log in as a local administrator.

Step 2. Run Manager 1.7 will either be supplied by download link or on CD. Follow the appropriate instructions:

Download: Unzip the downloaded *.zip* file to a local directory. In Explorer, browse to this directory and double-click on the file '*setup.exe*'.

CD: Insert the installation CD and the install program should automatically start. If it does not, browse to locate the CD in Explorer and double-click on the file '*setup.exe*'.

If .Net Framework version 4.5.2 is not installed, the screen shown in **Figure 2.1** will appear as the .Net Framework is a prerequisite to installing Run Manager. Click **Install** to start the installation, which will take several minutes. If this version of the .Net Framework has already been installed, the screen shown in **Figure 2.2** will be launched immediately.

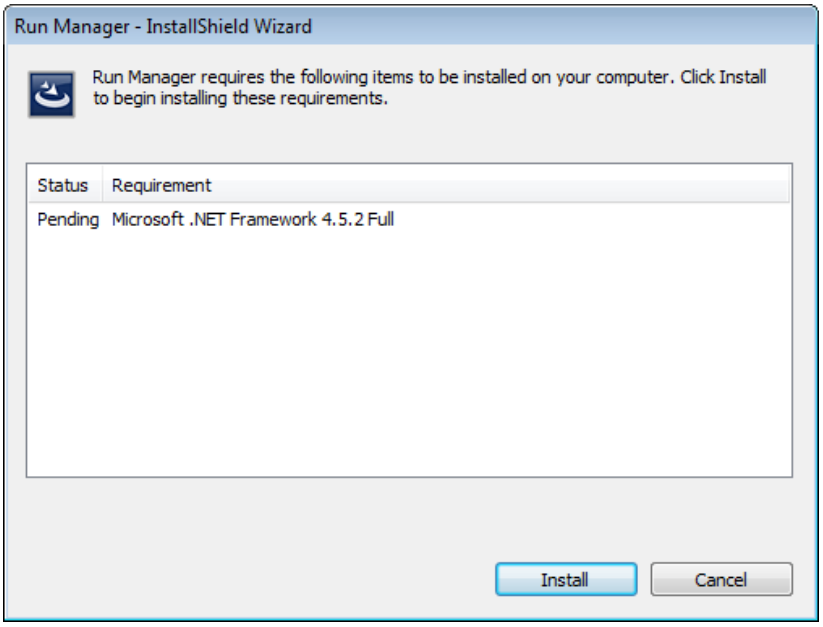


Figure 2.1 The Run Manager installation prerequisites screen

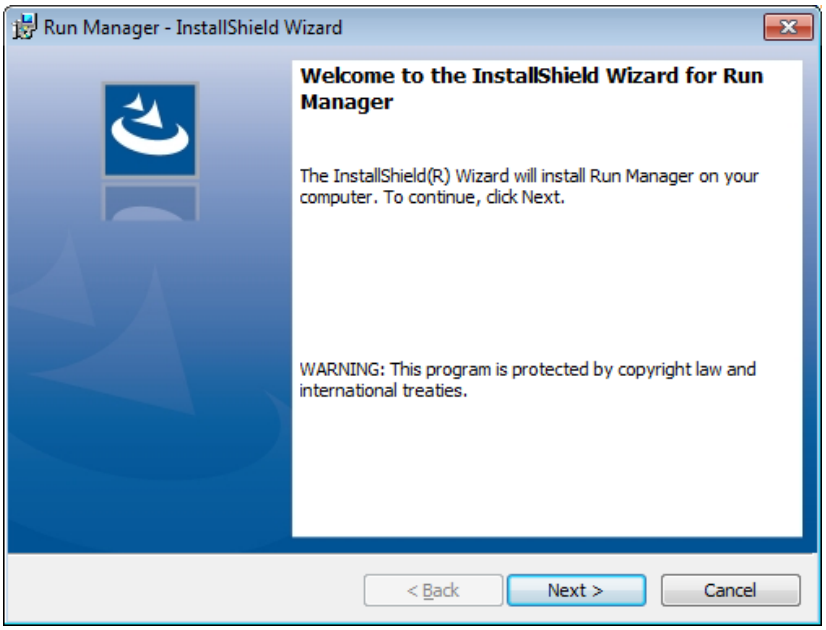


Figure 2.2 The Run Manager installation welcome screen

Step 3. Click **Next >** through the welcome screen. Select **I accept the terms of the licence agreement**, and click **Next >** in the **Licence Agreement** screen, if you accept the licence terms. The **Customer Information** screen is then displayed, as shown in **Figure 2.3**. If you do not accept the licence terms select **I do not accept the terms of the licence agreement** and click **Next >** to finish the install.

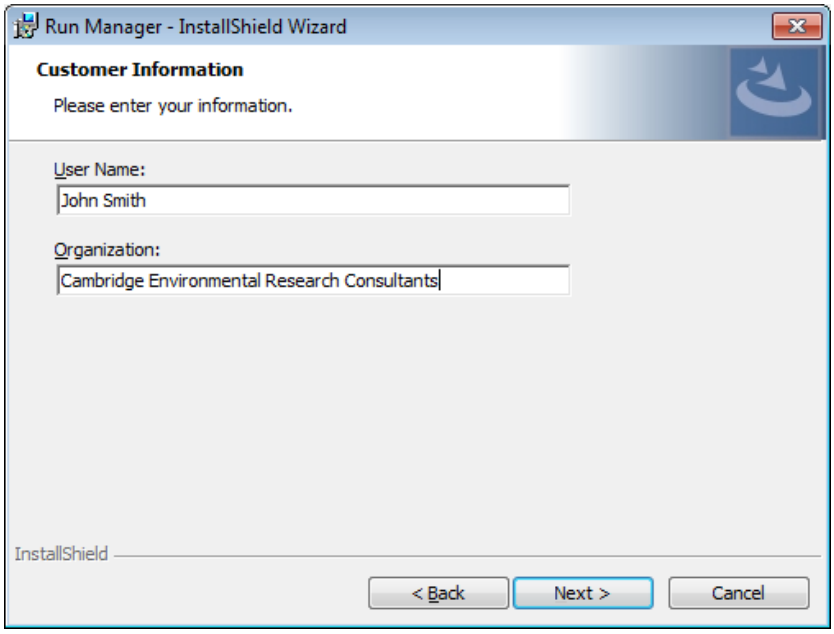


Figure 2.3 The Run Manager **Customer Information** screen

Step 4. Enter your user name and organisation in the designated places and choose whether to install for all users or just the current user. Click **Next >** to go through to the **Destination Folder** screen, as shown in **Figure 2.4**.

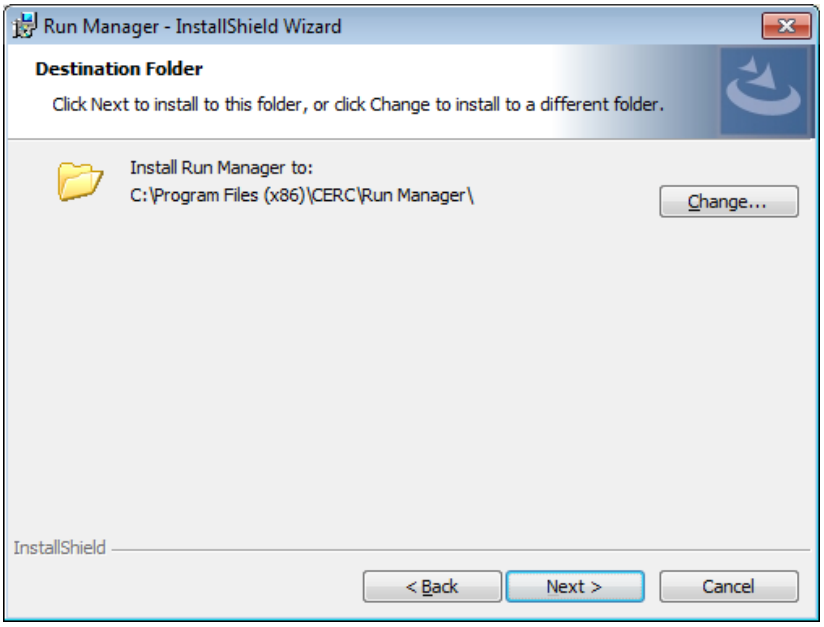


Figure 2.4 The Run Manager **Destination Folder** screen

Step 5. The default installation directory is *C:\Program Files(x86)\CERC\Run Manager*. If required, use the **Change..** button to select your own installation directory (**Figure 2.5**). Click **OK** to return to the **Destination Folder** screen.

The abbreviation <install_path> *will be used in subsequent steps to denote the installation directory you have chosen, for example* C:\Program Files(x86)\CERC\Run Manager.

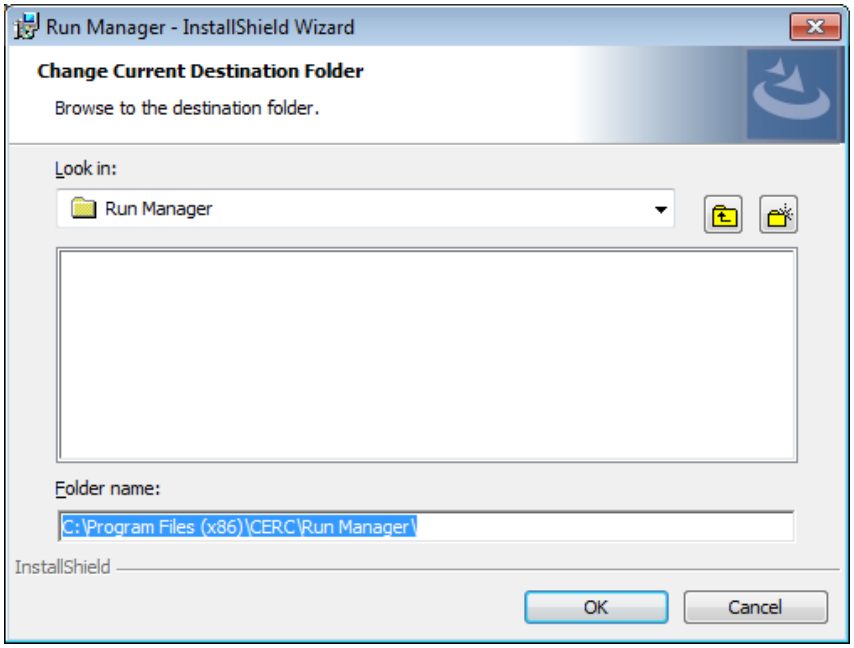


Figure 2.5 The Run Manager **Change Current Destination Folder** screen

Step 6. Click **Next >** to choose who should be able to use Run Manager, as shown in **Figure 2.6**.

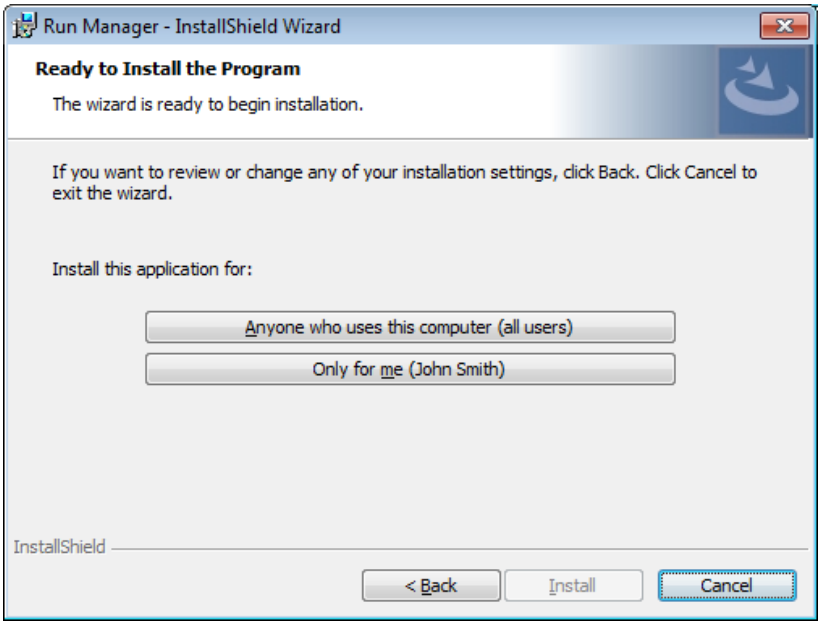


Figure 2.6 – The **Ready to Install the Program** screen.

Step 7. Choose whether to install for all users or just the current user.

If the user profile being used for installation (for example, a local administrator profile) is not the usual user profile, choose to install for all users.

Step 8. If you first wish to amend any details, press the **< Back** and **Next >** buttons as appropriate. Once the **Install** button has been pressed, and the Run Manager files have been successfully installed, the final screen will appear, as shown in

Figure 2.7.

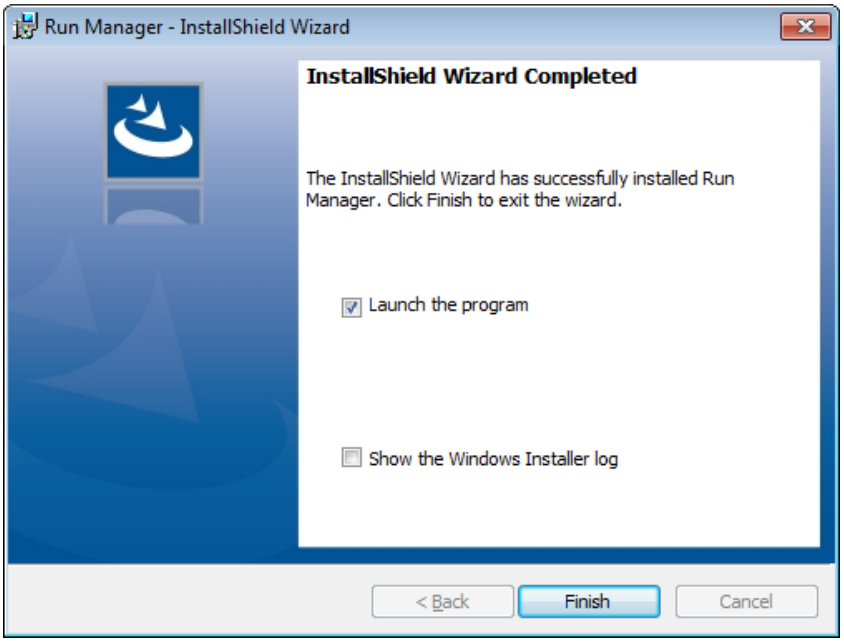


Figure 2.7 The Run Manager **InstallShield Wizard Completed** screen

The installation is now complete.

You have been provided with a unique licence file, by email, which is required in order to execute runs. It is important you install this new licence file as instructed.

Step 9. To install the Run Manager licence, copy the file *RManager.lic* to the <*install_path*> directory.

Step 10. Restart your computer: you must now configure Run Manager. Proceed to the next section.

2.4 Initial Configuration

Step 1. Log in with the local user profile.

Step 2. Map a drive to <*central repository*> using the **Map Network Drive** option in Windows Explorer.

This must be carried out for all user profiles that will be used to submit runs to Run Manager.

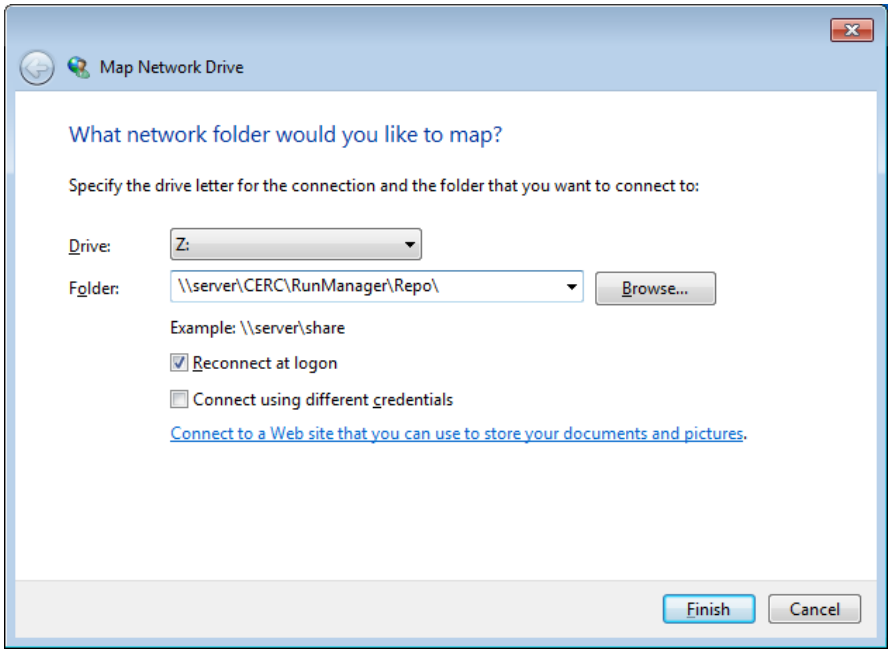


Figure 2.8 **Map Network Drive** screen

You may need to check the "Connect using different credentials" box and supply the administrative password to ensure the mapped drive has full permissions.

Step 3. Start Run Manager from the icon on your desktop, the item on the start menu or by double-clicking the executable in the installation folder.

Step 4. The first time Run Manager is started, you will be prompted to provide the paths to the central repository and the local working directory using the **Local PC Options** screen, shown in **Figure 2.9**. The **Local PC Options** screen contains other options, these are described in **Section 3.3** and can be set later.

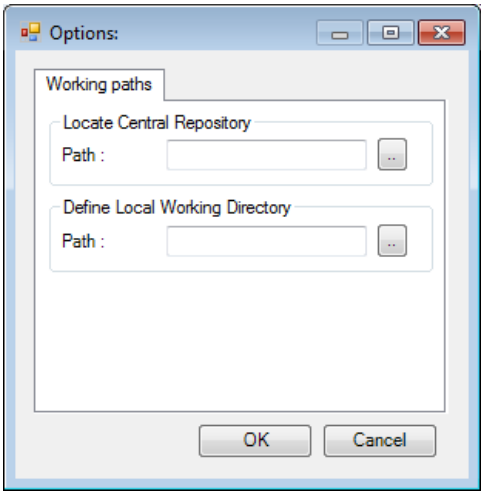


Figure 2.9 The **Local Options** screen at start-up

Step 5. Press the **..** button in the **Locate Central Repository** section and navigate to the root directory of the newly mapped drive (e.g. *Z:*).

Step 6. Press the **..** button in the **Define Local Working Directory** section and navigate to a directory on the local PC.

If this is a machine that will be used for running models, ensure the drive has sufficient disk space to execute model runs. This folder should be shared with all Run Manager users if you want to support direct output retrieval in cases when the Central Repository has insufficient disk space.

Step 7. Click **OK**.

Step 8. If this is a completely new central repository, you will be asked for confirmation about setting up the Run Manager directory structure in your chosen location, as shown in **Figure 2.10**. Click **Yes**.

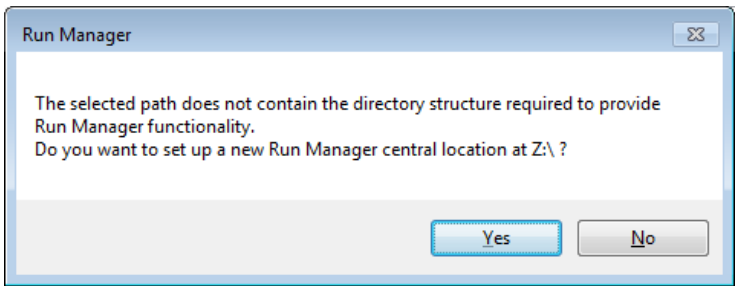


Figure 2.10 Prompt for new central repository

2.5 Getting Around the Interface

The main interface of Run Manager, shown in **Figure 2.11**, provides the menu and toolbar options to access all of the functionality in Run Manager, as well as being responsible for the execution of runs on the local machine. All screens called from the menus or toolbars are shown in this screen, with the **Windows** menu allowing the user to manage the other forms.

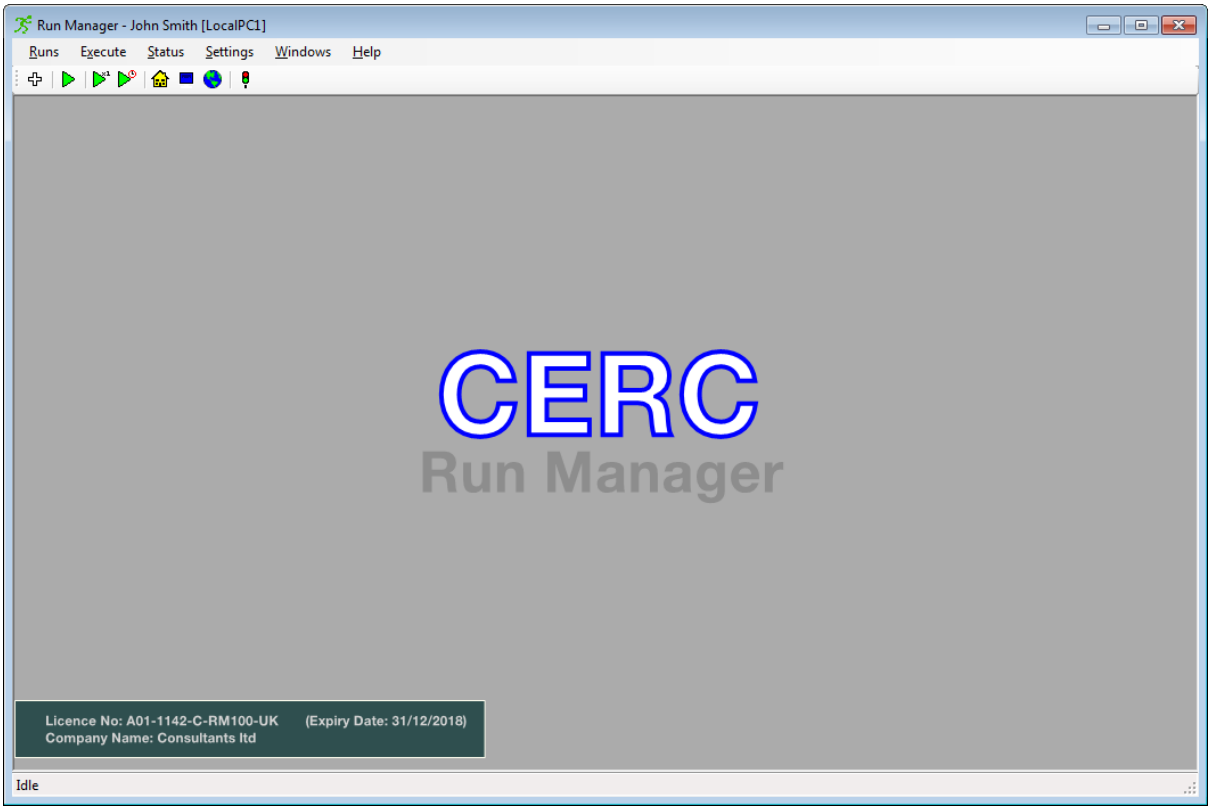


Figure 2.11 Main interface

The Run Manager licence information is displayed towards the bottom-left of this screen. If there is no valid licence, this section will appear in red and Run Manager cannot be used as a Runs machine. It will not execute any runs.

The footer information provides information about the current status of this instance of Run Manager.

Each of the menu options and toolbars are detailed in the following sections.

SECTION 3 Configuring Run Manager

3.1 Defining Models

The **Models** screen, shown in **Figure 3.1**, defines a list of available CERC models that can be used in Run Manager. Each model includes a model executable and, optionally, additional files and command line parameters. Each model is related to a specific input file extension. When defining a new run, the user will choose one of the models in this list to execute the run.

To view the **Models** screen, choose **Settings**, **Models** from the main menu, or use the keyboard shortcut (**Ctrl+M**).

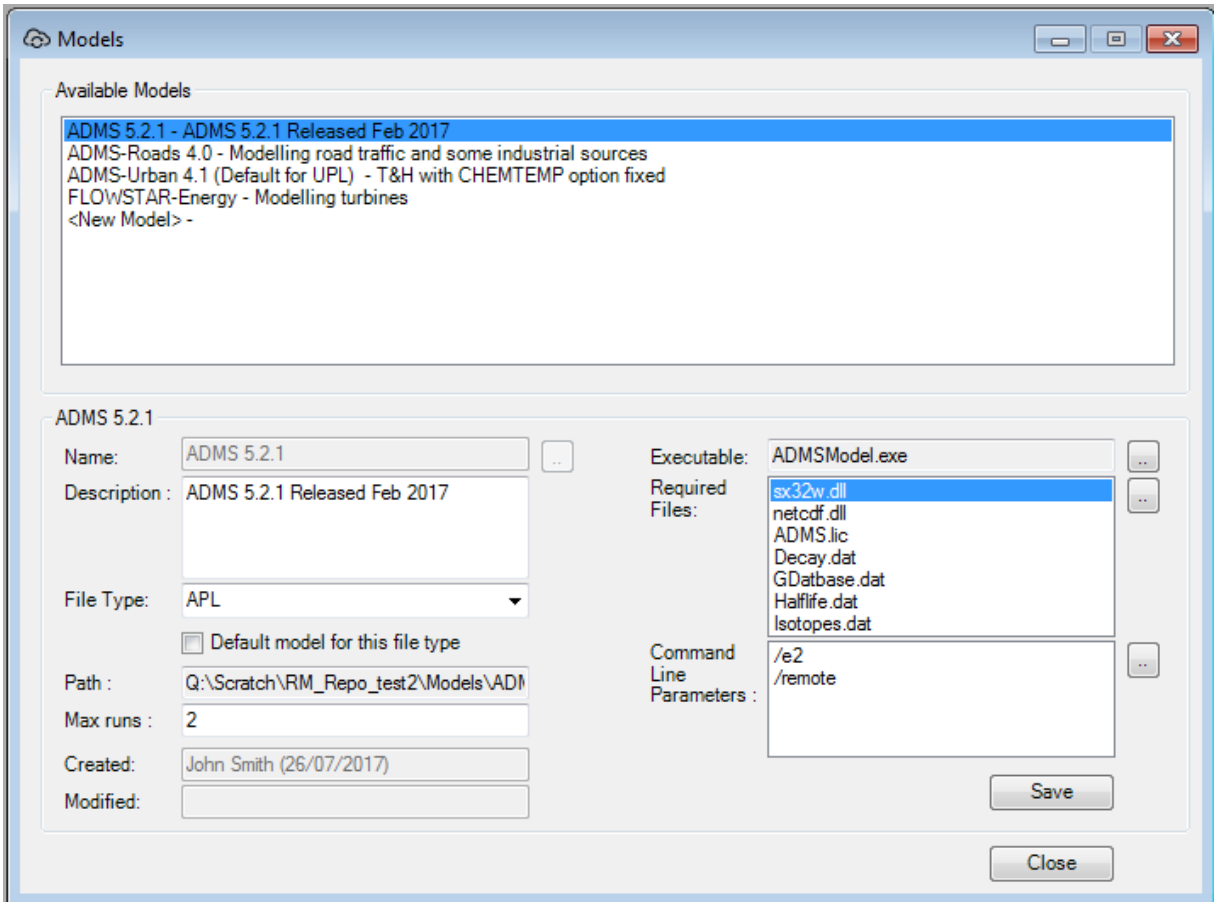


Figure 3.1 The **Models** screen

After making any changes, the **Save** button should be pressed before closing the screen.

3.1.1 Available Models

This section provides a list of models that have been defined. Clicking on the name of the model will display the details of the model setup.

To delete a model, select its name from the list and press the **Delete** key on the keyboard.

To add a new model, click **<New Model>** and complete the bottom half of the screen. **Figure 3.2** to **Figure** 3.5 show the standard settings for the following CERC models: ADMS-Urban 4.0, ADMS 5.1, ADMS-Roads 4.0, ADMS-Airport 4.0 and FLOWSTAR-Energy 5.1.

The required files *sx32w.dll* and *netcdf.dll* are automatically included after selecting the **Executable**. Licence files (**.lic*) must be added by the user. The additional *.dat* files for ADMS 5.1 (listed below **Figure 3.3**) are required for use of the radioactivity option, but otherwise do not need to be included. The */e2* and */remote* **Command Line Parameters** are included by default as they apply to all models.

The settings below will enable Run Manager to execute typical model runs. Advanced model users may wish to consult the model documentation for additional files and command line parameters for specialised runs.

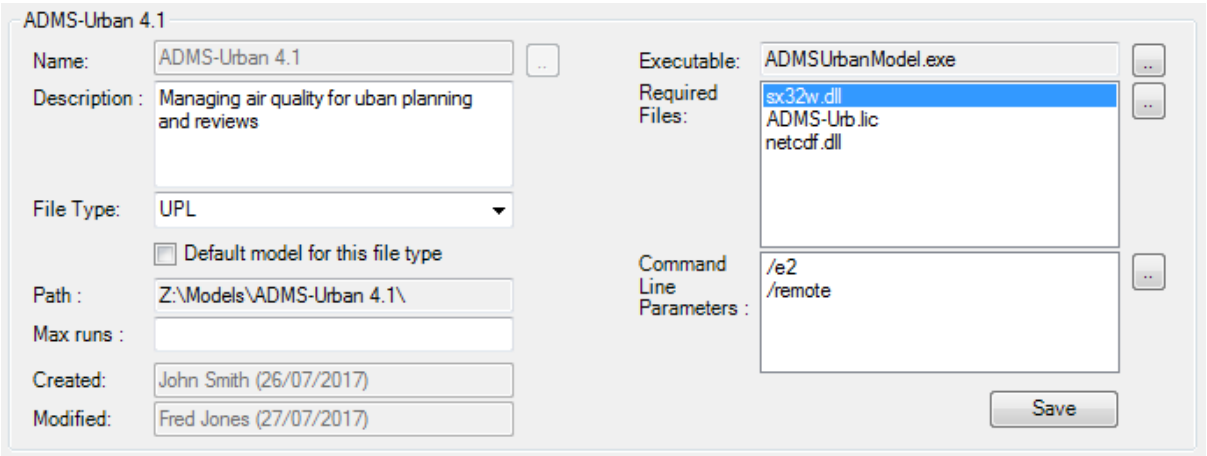


Figure 3.2 Model settings for ADMS-Urban 4.1

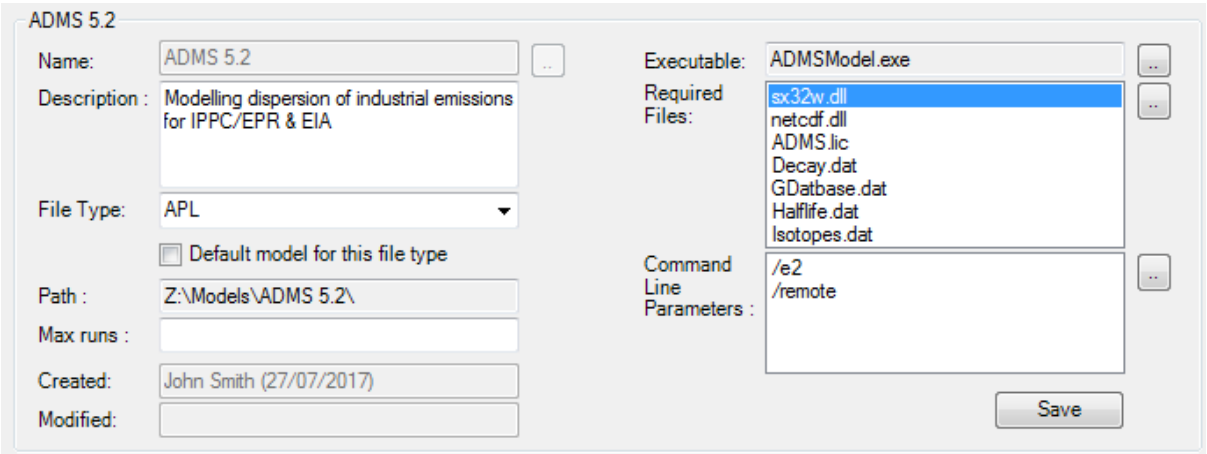


Figure 3.3 Model settings for ADMS 5.2 – The required files for radioactivity are *Decay.dat*, *gDatbase.dat*, *Halflife.dat* and *Isotope.dat*.

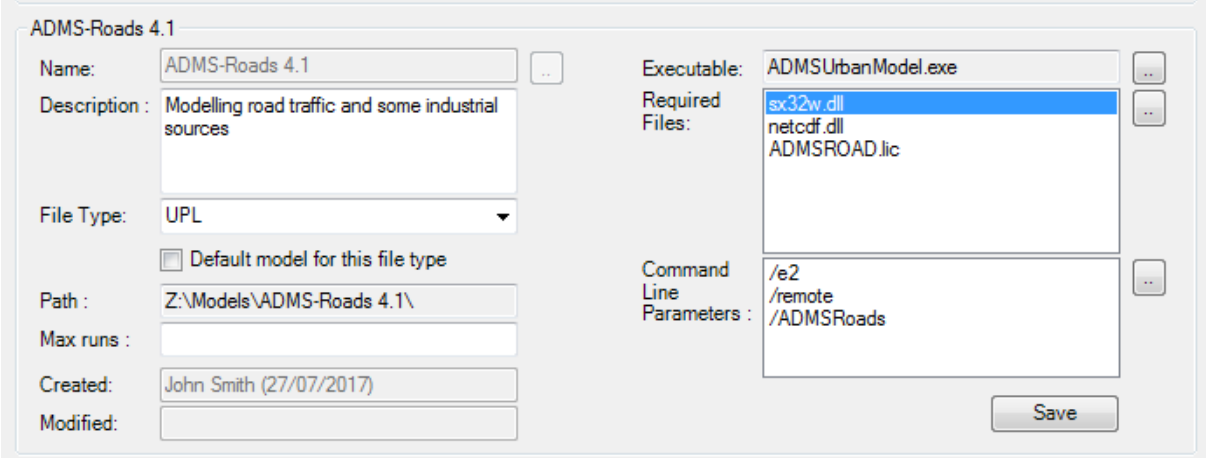


Figure 3.4 Model settings for ADMS-Roads 4.1

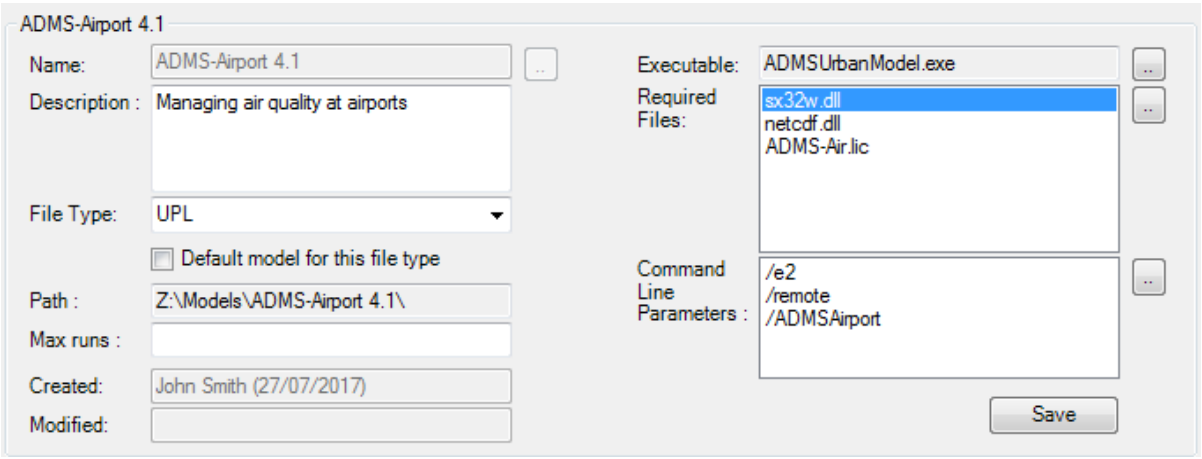


Figure 3.5 Model settings for ADMS-Airport 4.1

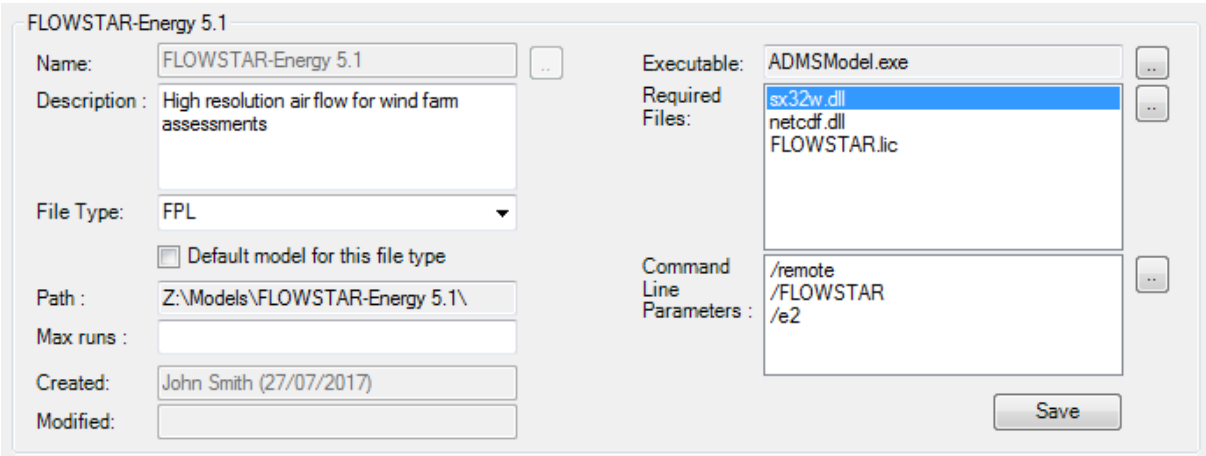


Figure 3.6 Model settings for FLOWSTAR-Energy 5.1

3.1.2 Name

The **Name** is used extensively throughout Run Manager and should be used to distinguish individual models. A Run Manager Model Template can be loaded by clicking the .. button and browsing to the *.rmd file. This can be found in the installation directory (of models

supporting this feature) and loading it will fill in the required fields for that model. It can also be loaded by dragging a valid *.rmd file into the **Name** text box.

3.1.3 Description

The **Description** can be used to provide more information, and is shown when hovering over the **Model** name in the **Run Status** dialog.

3.1.4 File Type

The **File Type** defines the file extension for the model's input files: Enter the file type for the model or select one that has already been used for a model from the drop-down list.

The file type should be the input file extension without a leading "." e.g. APL or UPL

3.1.5 Default model for file type

The **Default model for this file type** option specifies whether a model should be the default model choice in the **Add Runs** screen.

3.1.6 Path

The **Path** provides information about where the model is stored in the central repository. This information is read-only.

3.1.7 Created

This provides metadata about the model, including when it was created and who created it. This information is read-only and is automatically recorded.

3.1.8 Modified

This provides metadata about the model, including when it was last modified and who modified it. This information is read-only and is automatically recorded.

3.1.9 Executable

This is the model executable that will be used to perform runs. Select the model executable by clicking the .. button and browsing to the file. It can also be selected by dragging an executable file into the **Executable** text box.

The model executable is not the same executable as the interface executable. Typically, the model executable contains the word Model in its name and resides in the same directory as the interface executable. For example, the ADMS 5 model executable is called ADMSModel.exe and resides in the same directory as ADMS.exe.

3.1.10 Required Files

Some runs for some models may require additional files as well as the executable. The files *netcdf.dll* and *sx32w.dll* are required for all CERC models and are included when selecting the model executable. A valid licence must also be included with the model in order for it to run. To add other files, click the .. button and browse to the files.

To remove a file from the list, select the file in the **Required Files** list and press the **Delete** key on the keyboard.

3.1.11 Command Line Parameters

Different command line parameters are available depending on the model. The command line parameters */e2* and */remote* are required for all CERC models and are added by default. To add additional parameters click the .. button and type the parameter. The parameters should be added individually, and can be added with or without the leading slash.

To remove a parameter from the list, select the parameter in the list and press the **Delete** key on the keyboard.

3.2 Defining Execution Groups

The **Execution Groups** screen, shown in **Figure 3.8**, provides a list of execution groups, which are collections of Runs machines. When defining a new run, the run will be assigned by the user to one of the execution groups.

To view the **Execution Groups** screen, choose **Execution Groups** from the **Settings** dropdown menu, or use the keyboard shortcut (**Ctrl+G**).

When the **Execution Groups** screen is opened for the first time, such that there are no execution groups set up, the user will be provided with the **Create Execution Group** dialog, shown in **Figure 3.7**. This dialog is also used when adding new groups. The name of the group will be used extensively, so it should be meaningful. The name must not contain a hyphen.

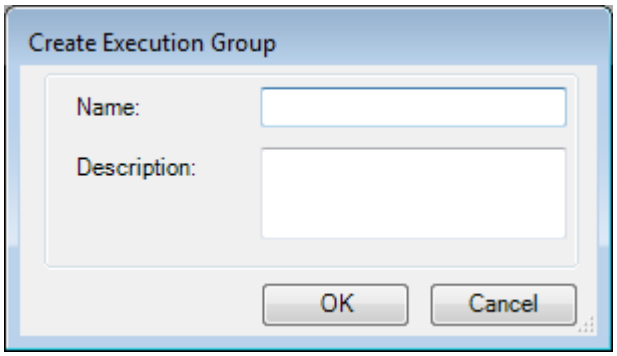


Figure 3.7 The **Create Execution Group** dialog

After entering a **Name** and **Description** and clicking **OK**, the user will be presented with the **Execution Groups** screen. The user can add new groups (using the **<New Group>** list option), delete old groups (by right-clicking on the group name) or add/remove machines from groups (by dragging, double-clicking or using the arrow buttons).

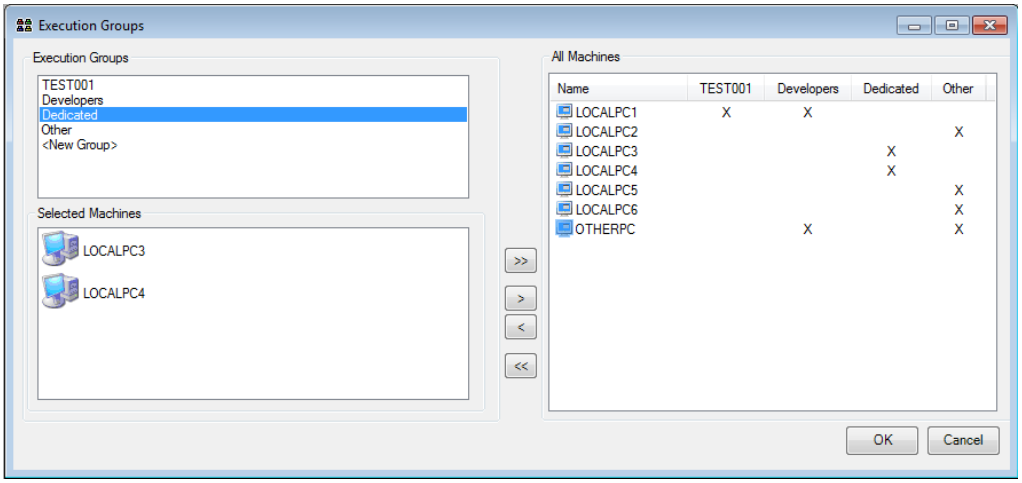


Figure 3.8 The **Execution Groups** screen

3.3 Local Options

The **Local Options** screen, shown in **Figure 3.9**, **Figure 3.10** and **Figure 3.11**, contains working paths, model execution and output retrieval options.

To view the **Local Options** screen click on **Local Options** under the **Settings** dropdown menu, or use the keyboard shortcut (**Ctrl+L**).

3.3.1 Working paths

This provides options to change the current Central Repository and Local Working Directory.

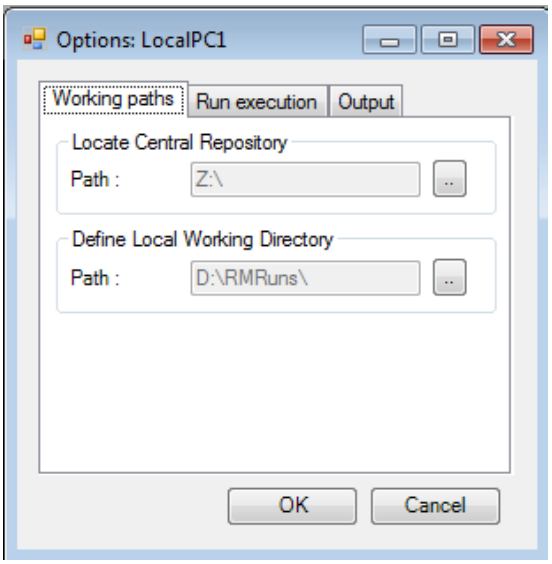


Figure 3.9 The **Working paths** tab of the **Local Options** screen

3.3.1.1 Locate Central Repository

This defines the location of the central repository, which contains all of the run, execution group, model and machine information for the system. To change the location of the Central Repository, press the **..** button in the **Locate Central Repository** section. This will close Run Manager. You should restart Run Manager. When reopened the user should browse to the new location. If this location has not previously been configured as a central repository, the user will be asked to confirm that the required structure should be created.

3.3.1.2 Define Local Working Directory

This defines the directory in which files will be stored for any runs executed by this machine. To change the location of the Local Working Directory, press the .. button in the **Define Local Working Directory** section. This will close Run Manager. You should restart Run Manager. When reopened the user should browse to the new location. This directory should be on a drive with sufficient disk space to execute model runs.

3.3.2 Run Execution

These options allow the user to customise model execution behaviour for any instance of Run Manager running models on this PC.

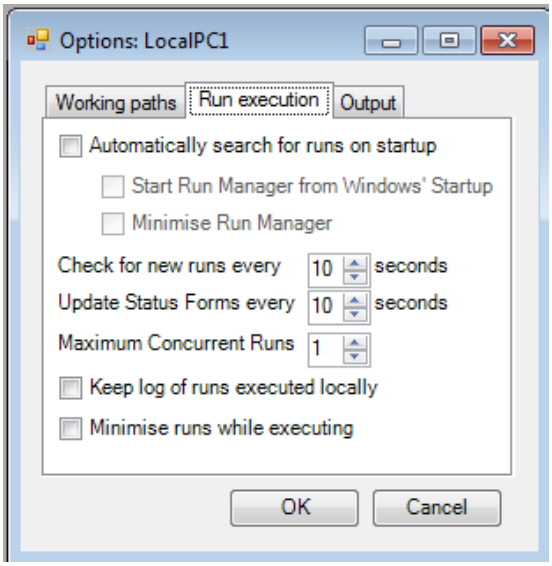


Figure 3.10 The **Run Execution** tab of the **Local Options** screen

3.3.2.1 Automatically search for runs on startup

This option is specifically for dedicated Runs machines. If this option is checked, Run Manager will automatically start searching for runs (refer to Section 4.2**)** as soon as it is loaded. If this option has been selected, there are two further options available.

> **Start Run Manager from Windows' Startup:** This option enables Run Manager to start as soon as the PC has been logged in.
>
> **Minimise Run Manager:** This option minimises the Run Manager interface as soon as it has started.

3.3.2.2 Check for new runs every x seconds

This option defines the maximum time Run Manager will take between checking for new runs. This option only affects Runs machines.

3.3.2.3 Update Status Forms every x seconds

This option defines the maximum time between updates of Run Manager's status screens.

The shorter the time, the more impact this will have on the system. We would recommend shorter time periods, e.g. 10 seconds, for user machines, and longer times for Runs machines.

3.3.2.4 Maximum Concurrent Runs

The **Maximum Concurrent Runs** setting defines the number of concurrent runs that can be executed by the PC. This setting is limited by the number of logical processors on the machine. For example a PC with 2 dual-core hyper-threading-enabled processors has 8 logical processors (2 physical processors each with 4 cores), i.e. the same number as the number of CPU utilization graphs you will see in Task Manager. The value selected should also be based on the amount of RAM available and whether the PC is used for other purposes concurrently while runs execute.

3.3.2.5 Keep log of runs executed locally

This setting keeps a daily log file of all of the runs executed on this machine. The log file is stored in the log subdirectory in the local working directory.

The log files are relatively small, but we recommend deleting old log files regularly to avoid problems with disk space.

3.3.2.6 Minimise runs while executing

When executing a model run, a model window showing the progress of the run is shown by default. To minimise this window for all runs on this machine, check the **Minimise runs while executing** option.

3.3.3 Output

The Output tab contains output retrieval options that are specific to the current user.

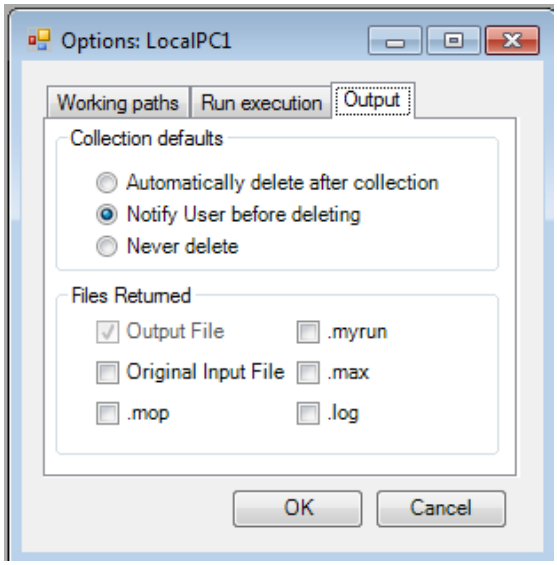


Figure 3.11 The **Output** tab of the **Local Options** screen

3.3.3.1 Collection defaults

After the user has retrieved the output, the system can remove the run from the system, or can keep it on the system to allow others to retrieve the output. This option defines the required action.

3.3.3.2 Files Returned

The user can control which files are retrieved from a finished run, by checking or unchecking the boxes for particular file types.

SECTION 4 Using Run Manager

4.1 Adding a Run

The **Add Runs** screen, shown in **Figure 4.1**, is used to send model runs to the central repository, ready to be executed on a Runs machine.

To initialise a run, choose **Add** from the **Runs** dropdown menu, click on the **Add Runs** toolbar button or use the keyboard shortcut (**Ctrl+A**), to show the **Add Runs** form.

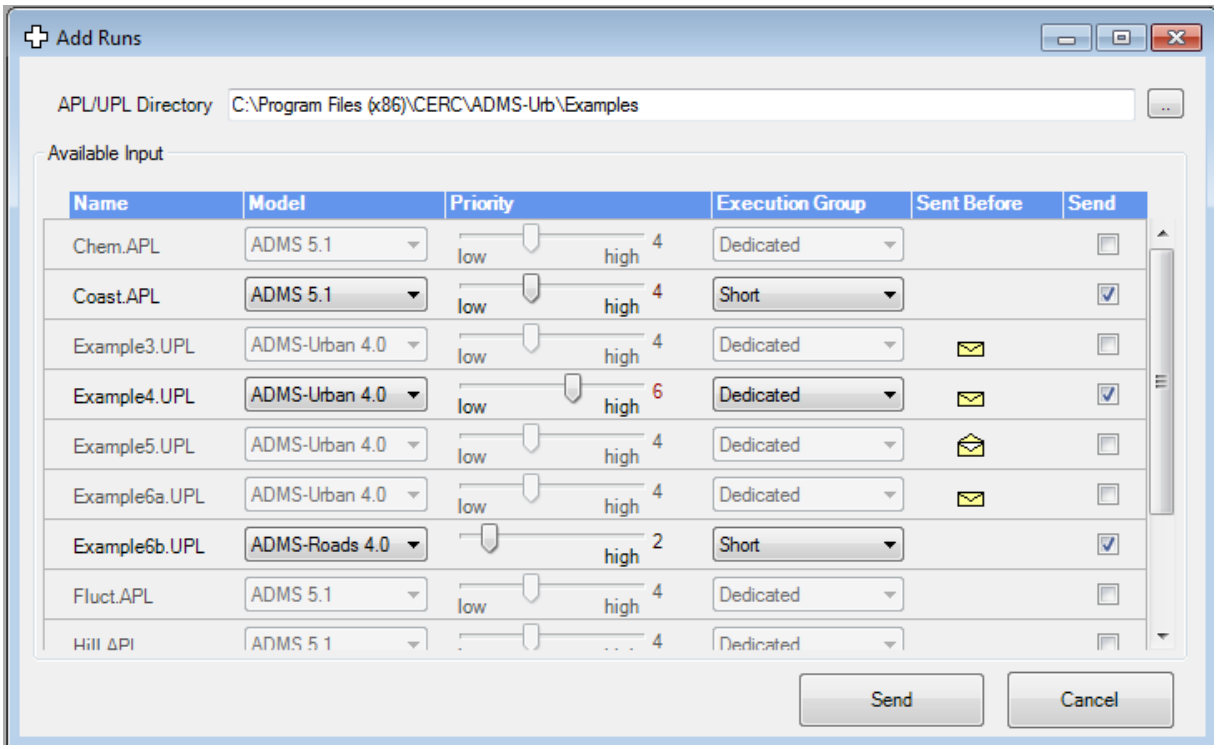


Figure 4.1 The **Add Runs** screen

This screen enables the user to select the model files to be processed, the models that will be used to execute the files, the priority of the runs and the group of machines that will process the run.

Selecting a directory containing defined model input files (e.g. APL, UPL, etc.) fills the **Available Input** area with a list of files.

To initialise specific runs, check the **Send** checkbox on the required rows, change the model, priority and group information as required and press the **Send** button.

To initialise large numbers of files, the right-click menu provides an option to select or deselect all files. The right-click menu also provides options to set the priority and execution group for all files in the list, and to set the model for all suitable files in the list.

In the **Sent Before** column, a closed envelope shows files that have previously been sent but not retrieved and an open envelope shows files that have previously been both processed and retrieved. Hovering over the envelope shows the date the file was last sent. There is a right-click menu option allowing the user to show only the previously unsent files.

The **Model** dropdown menu in each row presents only those models suitable for the individual file, e.g. an APL file cannot be processed by a model that requires a UPL file.

Higher priority runs will be processed before lower priority runs assigned to the same execution group.

The execution group determines which machines are available to process the run.

Runs can also be initialised by dragging UPL/APL files from Windows Explorer to the main Run Manager screen or to the Run Manager icon on the desktop. In this case, only the files dragged to the interface/icon will be displayed in the **Add Runs** form, as shown in **Figure 4.2**.

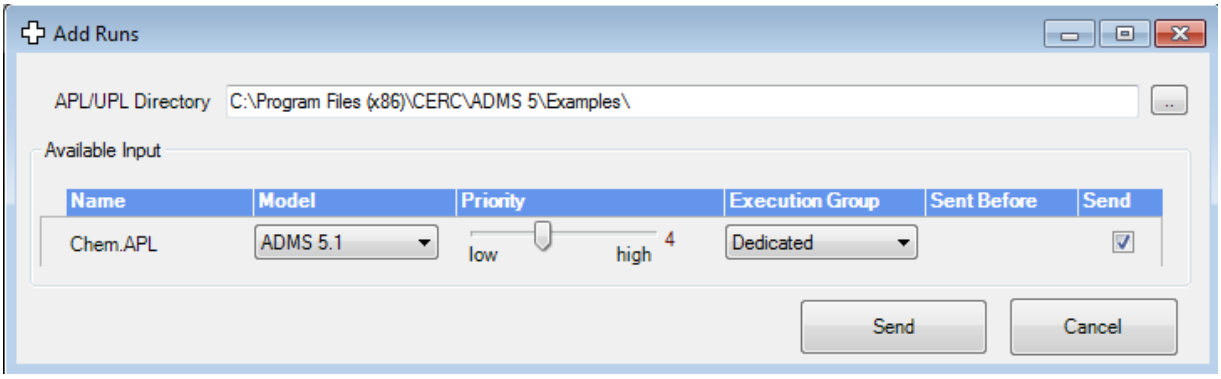


Figure 4.2 The **Add Runs** screen after dragging an APL file onto the main screen

Sending large numbers of files can take a few seconds, as Run Manager prepares all of the required files in the central location

4.2 Executing Model Runs

Runs machines can be set up to automatically search for runs using the **Local PC Options** screen, described in Section 3.3. A Runs machines will only find runs from an execution group which includes that machine, as described in Section 3.2. Runs machines can execute multiple runs concurrently, depending on the local PC options, as described in Section 3.3.2.4.

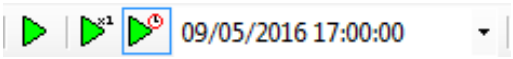


Figure 4.3 Search toolbar buttons

To manually enable searching, there are three buttons on the toolbar, shown in **Figure 4.3**. The first toggles the searching: pressing it when the green play icon is shown will enable searching; whereas pressing it when the black stop icon is shown will disable searching.

Pressing the second button enables single run mode; the button will be highlighted when set. Click again to remove the highlight and to return to multiple run mode. Single run mode limits Run Manager to execute only one run and then stop searching. This can be useful if executing runs overnight on a User machine, for example.

The final button can be used to delay the first run on the machine. Run Manager will not execute any runs until the specified time. The drop-down menu provides a list of times over the next 24 hours.

4.3 Monitoring PC Status

The **PC Status** screen, shown in **Figure 4.4**, provides a list of Run Manager PCs that have been active in the last 30 days. The list includes Runs machines and User machines.

To view the **PC Status** screen, choose **PC Status** from the **Status** dropdown menu, click on the **PC Status** toolbar button  or use the keyboard shortcut (**Ctrl+S**).

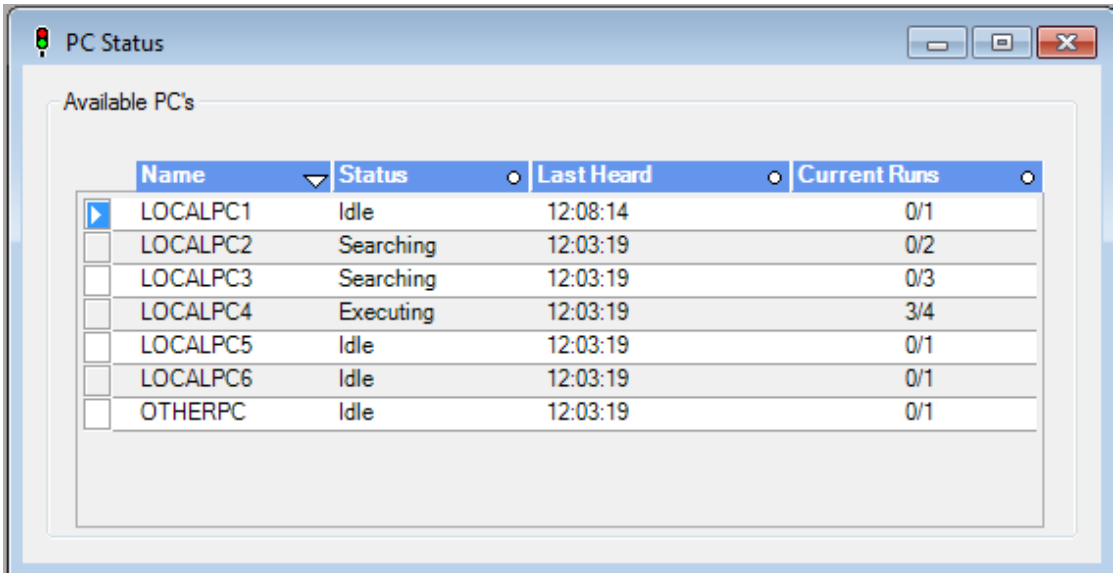


Figure 4.4 The **PC Status** screen

Each line of the list contains the following information about one PC:

4.3.1 Name

This is the **Name** of the PC.

4.3.2 Status

The **Status** can be:

- **Idle**: The PC is not currently set to look for runs;
- **Searching**: The PC is set to look for runs, but is not currently executing any; or
- **Executing**: The PC is executing one or more runs.

4.3.3 Last Heard

The **Last Heard** column shows the last time that the PC notified the Central Repository. Run Manager notifies the Central Repository every 5 minutes, so any **Last Heard** times more than 5 minutes ago suggest that Run Manager is not currently running on that PC.

If the **Last Heard** was not today, the date will be included.

Right-clicking on a PC on the list provides the facility to **ping** the PC. Pinging tests the accessibility of a PC on an IP network. This facility may not work on all networks.

4.3.4 Current Runs

The **Current Runs** column shows the number of runs that are currently being executed on the PC and the maximum allowed number of concurrent runs permitted on the PC. The maximum number of runs is defined in the **Local PC Options** screen, described in Section 3.3.2.4.

4.4 Monitoring Run Progress

The **Run Status** screen, shown in **Figure 4.5**, shows the current state of runs in the system.

To view the status of the current user's runs only, click on the **(User) Runs** option under the **Status** dropdown menu, use the toolbar button  or the keyboard shortcut (**Ctrl+I**).

To view the status of the current PC's runs only (including runs defined on this PC and runs executed by this PC), click on the **(PC) Runs** option under the **Status** dropdown menu, use the toolbar button  or the keyboard shortcut (**Ctrl+P**).

To view the status of all runs in the system, click on the **All Runs** option under the **Status** dropdown menu, use the toolbar button  or the keyboard shortcut (**Ctrl+R**).

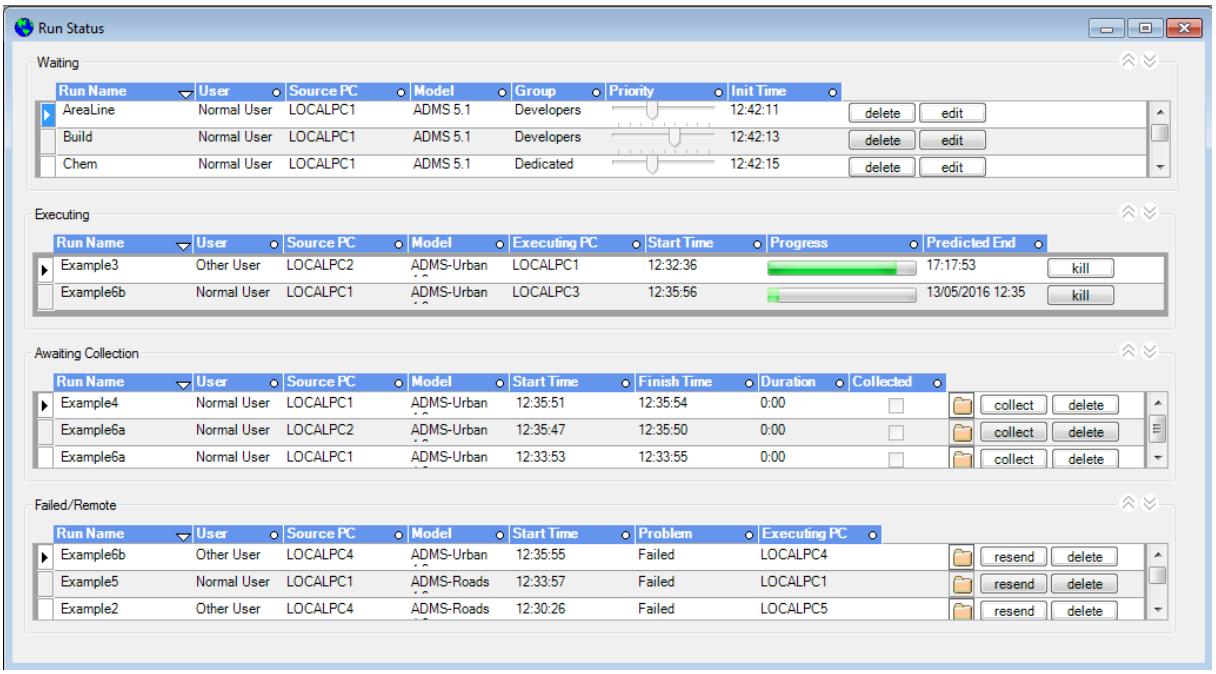


Figure 4.5 The **Run Status** screen

4.4.1 Run Status

The **Run Status** screen is divided into four distinct areas:

1. **Waiting**: Shows any initialised runs that have not yet been executed;
2. **Executing**: Shows any runs that are being executed by a model on a Runs machine;
3. **Awaiting Collection**: Shows any runs that have completed; and
4. **Failed**: Shows any runs that have failed during execution.

The four sections each contain a list of runs, which can be sorted by any column, by clicking on the sort controls  in the column header. Each section can be extended or reduced using the resize controls  at the top right of the section.

Information on this screen is updated regularly, but an update can be forced by pressing the **F5** key.

The information on the screen can be filtered using the screen's right-click menu. There is an option to view only the runs initialised by the current user, an option to view only the runs initialised or executed on the current PC and an option to view only the collected or uncollected runs in the **Awaiting Collection** section. The user and PC filters can also be set using the **Status** menu options.

4.4.1.1 Waiting

The **Waiting** section contains information about runs that have been initialised but have not yet been picked up by a Runs machine. **Table 1** describes the information that is shown in this section, including the additional information which can be obtained by hovering over a particular column.

Column Header	Description	Hover-Over
Run Name	The name of the run	The name and extension of the file being run
User	The name of the user who sent the run	
Source PC	The name of the user machine used to send the run	
Model	The name of the model to be used to execute the run	The description of the model
Group	The name of the execution group used to execute the run	
Priority	The priority of the run. Higher priority runs will be chosen for execution before lower priority runs.	
Init Time	The date/time the run was sent	

Table 1 The **Waiting** section of the **Run Status** screen

Using the **Edit** button, the **Group** and **Priority** information can be changed.

Using the **Delete** button, the run can be removed from the system. It will not be executed.

4.4.1.2 Executing

The **Executing** section contains information about runs that are currently being executed by a Runs machine. **Table 2** describes the information that is shown in this section, including the additional information which can be obtained by hovering over a particular column.

Column Header	Description	Hover-Over
Run Name	The name of the run	The full file name and extension of the run
User	The name of the user who sent the run	

Column Header	Description	Hover-Over
Source PC	The name of the user machine used to send the run	
Model	The name of the model used to execute the run	The description of the model
Executing PC	The name of the Runs machine that is executing the run	
Start Time	The date/time the Runs machine started to execute the run	
Progress	A progress bar showing how much of the run has been completed	The number of met lines that have been executed, out of the total number of met lines
Predicted End	The date/time the run is estimated to finish, based on the current progress	

Table 2 The **Executing** section of the **Run Status** screen

Using the **Kill** button, the run can be stopped and placed in the **Failed** section.

If both long-term and short-term outputs are included, the progress bar will be filled twice before the run has completed, and the predicted end will not be accurate.

4.4.1.3 Awaiting Collection

The **Awaiting Collection** section contains information about runs that have been successfully executed by a Runs machine. **Table 3** describes the information that is shown in this section, including the additional information which can be obtained by hovering over a particular column.

Column Header	Description	Hover-Over
Run Name	The name of the run	The full file name and extension of the run
User	The name of the user who sent the run	
Source PC	The name of user machine used to send the run	The name of the Runs machine that executed the run
Model	The name of the model used to execute the run	The description of the model
Start Time	The date/time the Runs machine started to execute the run	
Finish Time	The date/time the Runs machine completed the run	
Duration	The time elapsed between the **Start Time** and the **Finish Time**	
Collected	A checkbox showing whether the run has already been collected.	

Table 3 The **Awaiting Collection** section of the **Run Status** screen

Using the **Collect** button, the output of the run can be copied to a user-selected location.

When filtered by current user, the **Collect All** button allows the user to retrieve all their completed output for runs.

Using the **Delete** button, the run can be removed from the system, discarding the output.

4.4.1.4 Failed

The **Failed** section contains information about runs that have failed to be successfully executed by a Runs machine. **Table 4** describes the information that is shown in this section, including the additional information which can be obtained by hovering over a particular column.

Column Header	Description	Hover-Over
Run Name	The name of the run	The full file name and extension of the run
User	The name of the user who sent the run	
Source PC	The name of user machine used to send the run	
Model	The name of the model used to execute the run	The description of the model
Start Time	The date/time the Runs machine started to execute the run	
Problem	Shows whether there was a failure executing the run (Failed) or if the problem occurred while passing the output back to the central server (Remote)	
Executing PC	The name of the Runs machine that tried to execute the run	

Table 4 The Failed section of the Run Status screen

Using the **Resend** button, the run can be placed back into the **Waiting** section.

Using the **Delete** button, the run can be removed from the system.

---

*In the rare case that a run has completed but cannot be retrieved to the central repository, the output can be manually retrieved. Log in to the Runs machine specified in the **Executing PC** column and find the **Local Working Directory** in the **Local PC Options** screen (refer to Section 3.3.1.2). The subfolders will be named in the format **Priority-Execution group-File name-User name-Number**; use this to identify the folder corresponding to the desired run and move the folder to a suitable location (outside the **Local Working Directory**).*

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