# Step by Step: Run a Process Every Night at 1 AM

This workflow demonstrates the use of a Timer Trigger and a Process Action.

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| Open Flux Cockpit | http://localhost:7186* |
| Sign in | admin / admin (as defined when installing Flux) |
| Open the Designer | Click on the **Designer** Tab |
| Select a Timer Trigger | In the left sidebar, find the **Timer Trigger** icon under the Core group. Click and drag it onto the Designer's canvas. |
| Open the Timer Trigger's dialog | Double click the **Timer Trigger** icon on the Designer canvas to open its dialog box. |
| Enter the Time Expression | Enter **0 0 0 1** into the Time Expression. The time expression is milliseconds seconds minutes hours so **0 0 0 1** is 1 AM. |
| Save the Timer Trigger | Click **CTRL-S** to save this Timer Trigger into the Flux workflow. You can also click **Save** in the top left of the dialog. <br><br> The Timer Trigger dialog will close. |
| Save the Flux Workflow to the Flux repository. | Click **CTRL-S** Again to save this workflow to the Flux Repository or **Workflow Menu  Save.** <br> You will get a prompt to name the workflow, or if the workflow is already named it will save the workflow and show an alert that the workflow has been saved. |
| Select a Process Action | In the left sidebar, find the **Process Action** icon under the Core group. Click and drag it onto the Designer's canvas. |
| Open the Process Action's dialog | Double click the **Process Action** icon on the Designer's canvas to open its dialog box. |
| Enter a command to execute | Enter **cmd /c dir c:\** into the Command. The phrase 'cmd/c' opens a Windows command shell to execute the dir (i.e. directory) command. |
| Save the Process Action | Click **CTRL-S** to save this Process Action into the Flux workflow. You can also click Save in the top left of the dialog. <br><br> The Process Action dialog will close. |
| Select the Timer Trigger in the workflow | Left-click on the **Timer Trigger** icon in the Designer's canvas. 4 arrows should appear around the icon. |
| Connect the Timer Trigger to the Process Action | Left-click one of the **Timer Trigger** arrows and while holding the mouse button down drag to the **Process Action** and let go of the mouse button. An arrow should connect the Timer Trigger to the Process Action. |
| Select the Process Action icon in the workflow | Left-click on the **Process Action** icon in the Designer's canvas. 3 arrows should appear around the icon (since one is already being used). |
| Connect the Process Action to the Process Action | Left-click one of the **Process Action** arrows and while holding the mouse button down drag to the Timer Trigger and let go of the mouse button. An arrow should connect the **Process Action** to the **Timer Trigger**. |
| Layout the workflow | Select **Arrange  Layout  Horizontal Flow** to layout the workflow. Press **CTRL+H** to recenter it. |
| Save the Workflow | Click **CTRL-S** Again to save this workflow to the Flux Repository or **Workflow Menu  Save.** <br> You will get a prompt to name the workflow, or if the workflow is already named it will save the workflow and show an alert that the workflow has been saved. |
| Submit the workflow for execution | Click **CTRL-E** to submit the workflow for execution or Select the *Workflow Menu  Submit/Execute.* <br><br> A prompt will display in 1-3 seconds indicating the workflow has been submitted. |
| View the execution of the workflow | Click on the **Dashboard** tab at the top of the browser window. <br><br> The workflow should appear in the tab's table of workflows. Click the Refresh button in the Dashboard tab (not the browser refresh button) to refresh the display of workflows. <br><br> When the workflow completes its status will show as COMPLETED. |
| View the audit activity or the workflow. | On the row containing the workflow – to the right – is an icon containing three dots (…). Click on this icon to jump to the audit trail for this workflow. Clicking this opens the audit trail dialog for this workflow. |
| Check for success | Check stdout for the Flux engine to see the directory listing. |