How to create a job set in Oracle Fusion ERP

If you need to run multiple job requests together—either one after another or at the same time—this guide shows you how to create a job set in Oracle Fusion ERP using Oracle Enterprise Scheduler Service (ESS). A job set lets you group individual jobs and control whether they execute in serial or parallel order, making it easier to manage related processes such as data extraction and reporting as a single unit.

Prerequisites

Before you create a job set, you need the following in place:

- Access to Oracle Analytics Publisher (BI) to locate the reports your jobs will run.
- The reports your job set requires, stored in the BI Catalog (for example, under **Shared Folders > Custom > OraTrainings**).
- Access to **Setup and Maintenance** in Oracle Fusion Cloud Applications to create job definitions and job sets.

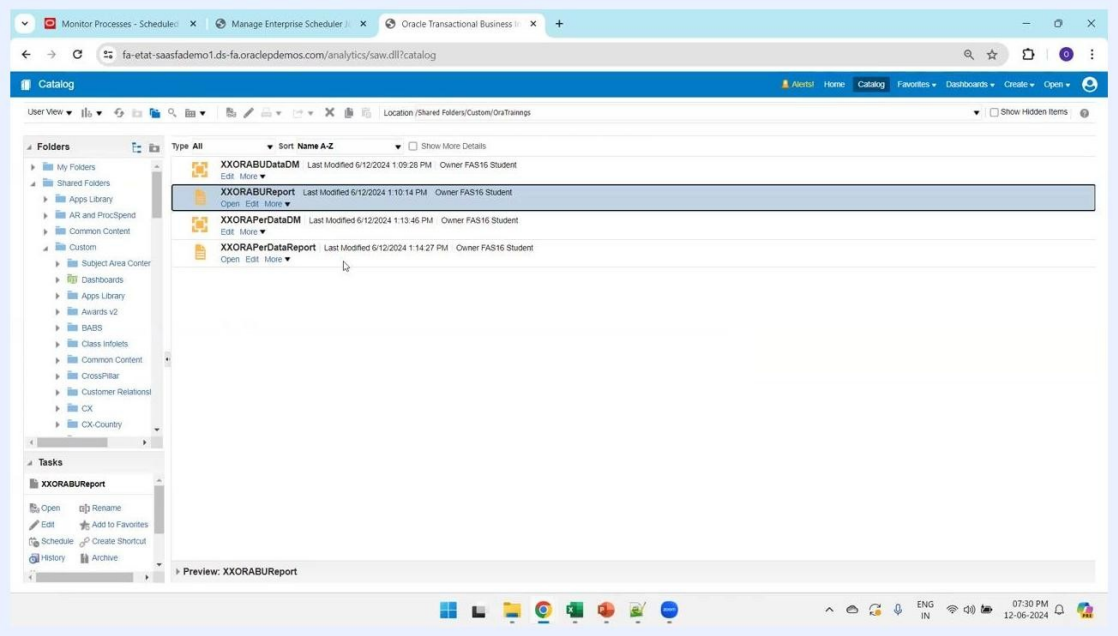
Step 1: Locate the required reports in the BI Catalog

Open Oracle Analytics Publisher (BI) and navigate to the **Catalog** section. Browse to **Shared Folders > Custom > OraTrainings** to find the reports you will reference in your job definitions.

For this example, you need two reports:

- **XXORABUReport**
- **XXORAPerDataReport**

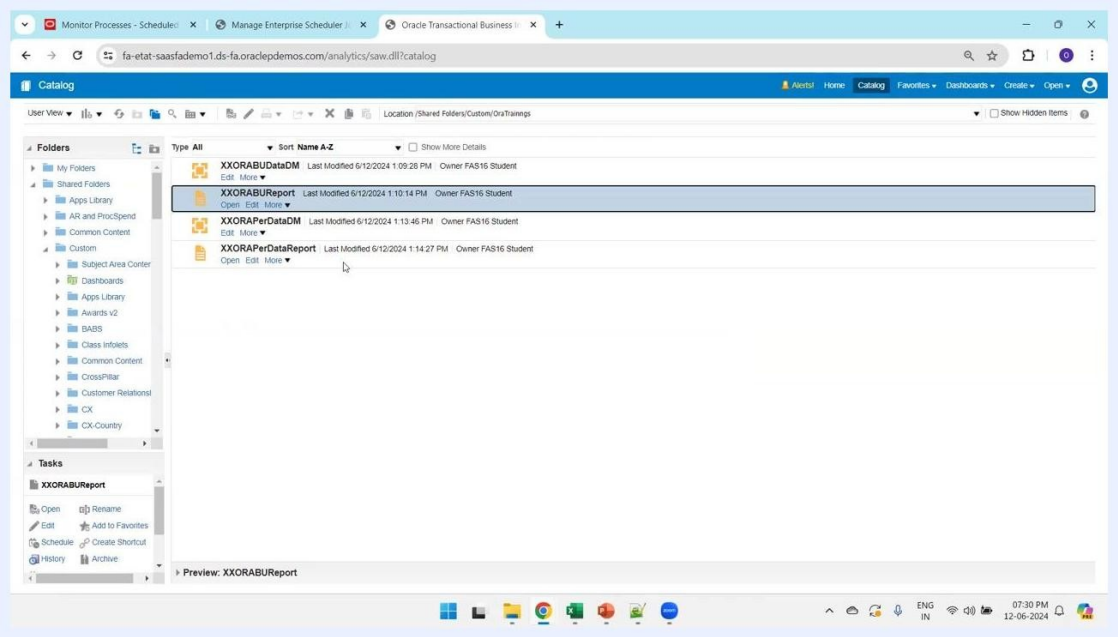
Confirm the owner and last modified details for each report to make sure you are selecting the correct files.



BI Catalog view showing four reports (XXORABUDataDM, XXORABUReport, XXORAPerDataDM, XXORAPerDataReport) under Shared Folders/Custom/OraTrainings, with owner and last-modified details.

Step 2: Retrieve the report path

Select a report (for example, **XXORABUReport**) by clicking it. Click the **More** dropdown and select **Schedule**. The system displays the full path of the report, which you will need when you create a job definition.

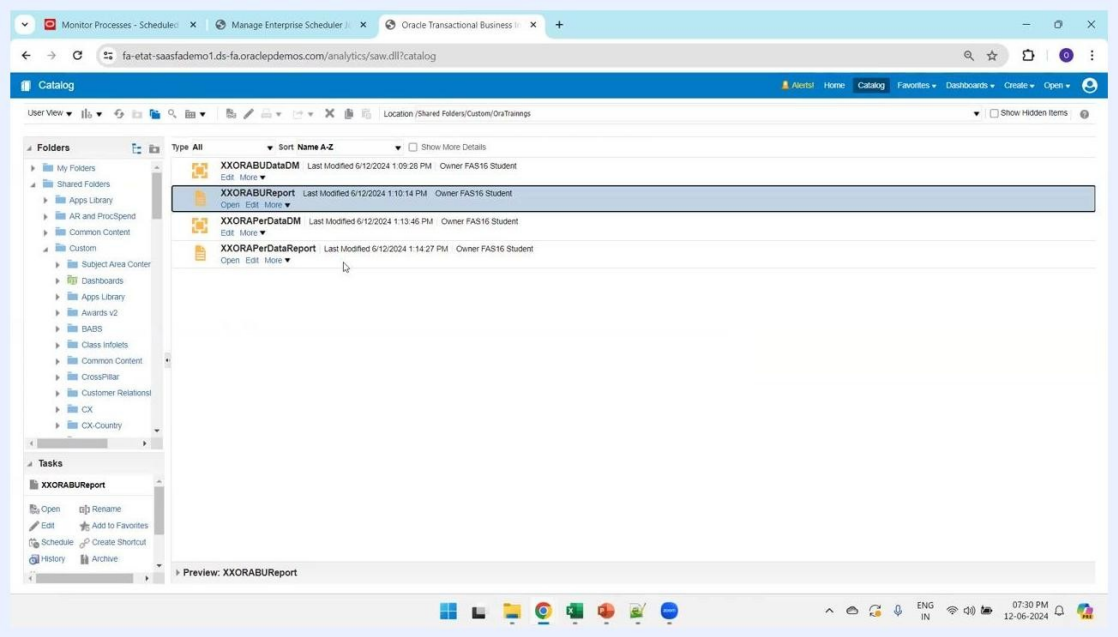


XXORABUReport selected in the BI Catalog, with the More menu open to schedule the report and view its path.

Note the path shown (for example, /Shared Folders/Custom/OraTrainings/XXORABUReport). You will enter this path in the **Report ID** field when you define a job in the scheduler.

Step 3: Open Setup and Maintenance

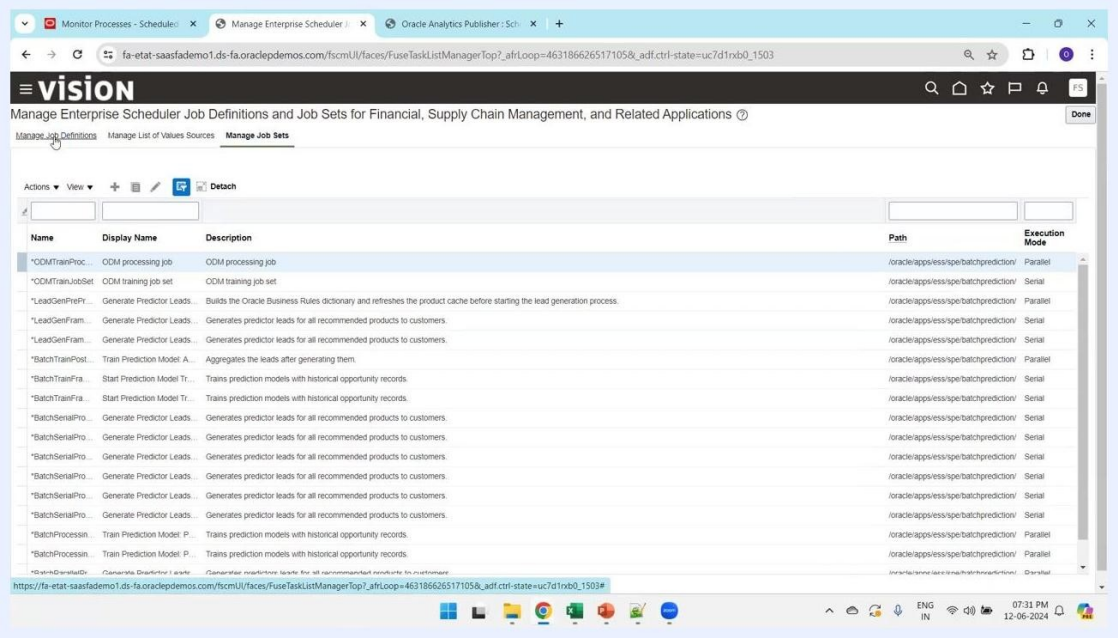
In Oracle Fusion Cloud Applications, click your **username** in the top right corner. From the dropdown menu, select **Setup and Maintenance** under the Administration section.



Oracle Fusion Cloud Applications home screen with the Settings and Actions menu open, highlighting Setup and Maintenance.

Step 4: Find the job definitions and job sets task

In **Setup and Maintenance**, use the search bar to find the task. Enter Manage Enterprise Scheduler Job Definitions and Job Sets, then select the task relevant to your application area (for example, Financial, Supply Chain Management, and Related Applications).



Setup and Maintenance search results for Manage Enterprise Scheduler Job Definitions and Job Sets, with the Financial, Supply Chain Management, and Related Applications option highlighted.

Open the **Manage Enterprise Scheduler Job Definitions and Job Sets for Financial, Supply Chain Management, and Related Applications** screen, and make sure you are on the **Manage Job Definitions** tab.

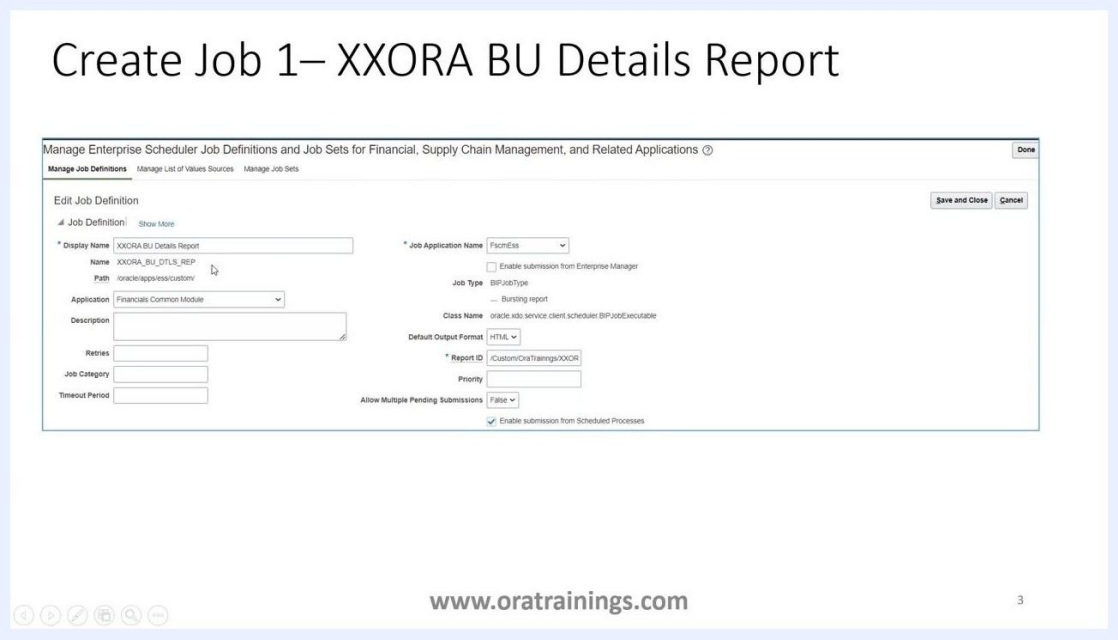
Step 5: Create the first job definition

On the **Edit Job Definition** screen, enter the following details for your first job:

- **Display Name:** XXORA BU Details Report
- **Name:** XXORA_BU_DTLS_REP
- **Path:** /oracle/apps/ess/custom/
- **Application:** Financials Common Module
- **Job Application Name:** FscmEss
- **Job Type:** BIPJobType (Bursting report)

- **Class Name:** oracle.xdo.service.client.scheduler.BIPJobExecutable
- **Default Output Format:** HTML
- **Report ID:** /Custom/OraTrainings/XXOR

Leave the remaining fields (Description, Retries, Job Category, Timeout Period, Priority) as needed or blank. Make sure **Enable submission from Scheduled Processes** is checked, then click **Save and Close**.



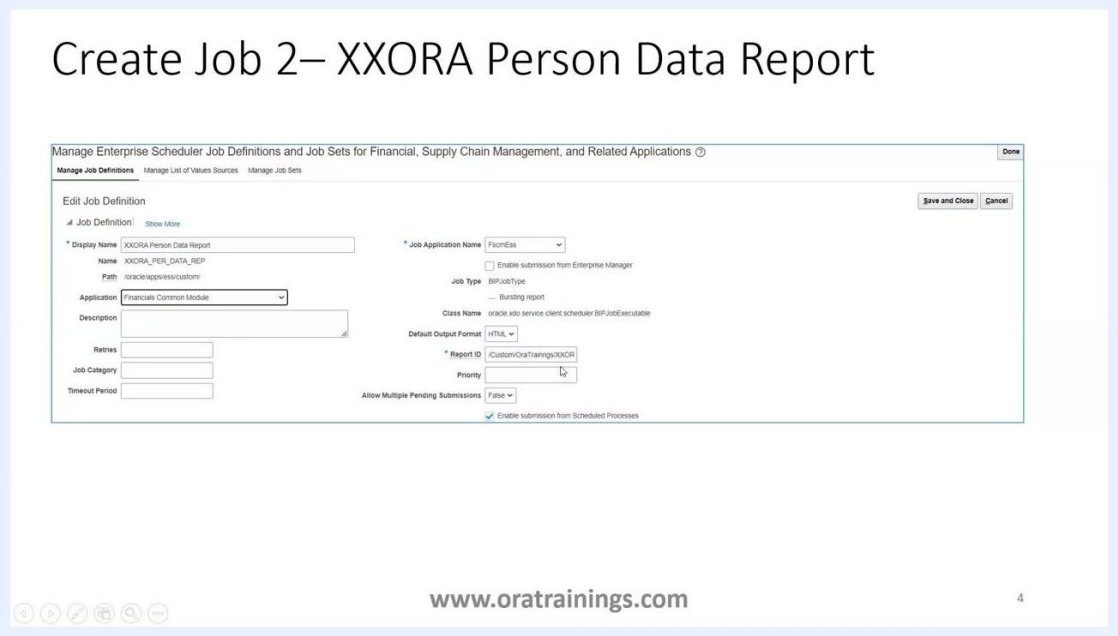
Edit Job Definition form filled out for XXORA BU Details Report, showing all required field values.

Step 6: Create the second job definition

Repeat the process to create the second job, using these details:

- **Display Name:** XXORA Person Data Report
- **Name:** XXORA_PER_DATA_REP
- **Path:** /oracle/apps/ess/custom/
- **Application:** Financials Common Module
- **Job Application Name:** FscmEss
- **Job Type:** BIPJobType (Bursting report)
- **Class Name:** oracle.xdo.service.client.scheduler.BIPJobExecutable
- **Default Output Format:** HTML
- **Report ID:** /Custom/OraTrainings/XXOR

As before, leave optional fields as needed, confirm **Enable submission from Scheduled Processes** is checked, and click **Save and Close**.



Edit Job Definition form filled out for XXORA Person Data Report, showing all required field values.

With both job definitions saved, you're ready to create the job set itself.

Step 7: Open the Manage Job Sets tab

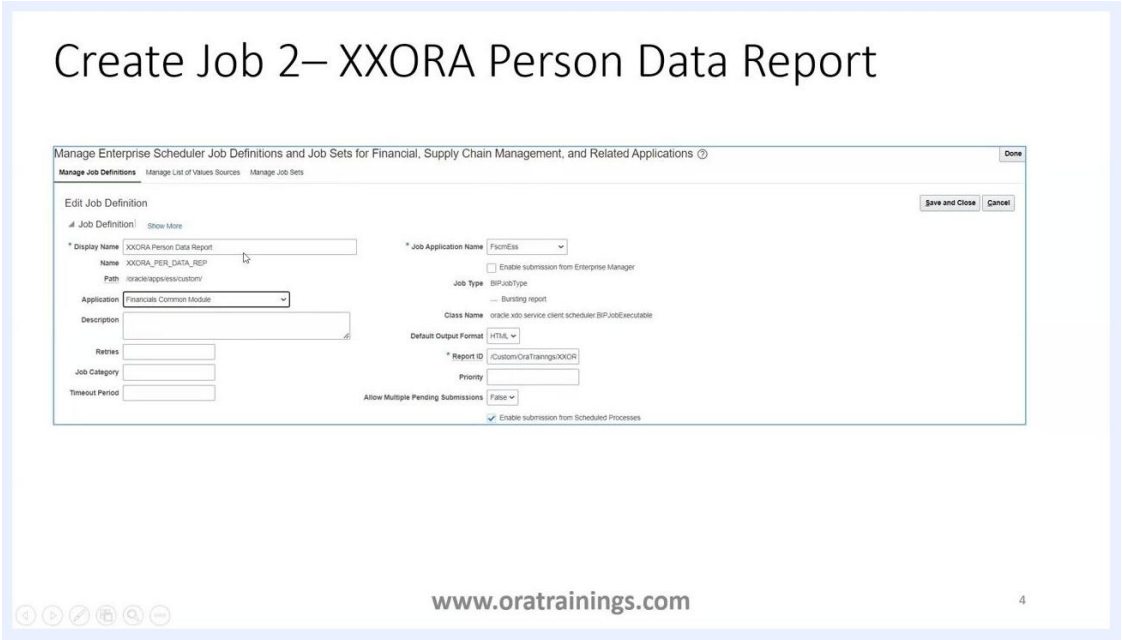
Navigate to the **Manage Job Sets** tab within the **Manage Enterprise Scheduler Job Definitions and Job Sets for Financial, Supply Chain Management, and Related Applications** screen, then click **Manage Job Sets** to begin creating a new job set.

Step 8: Define the job set properties

On the **Create Job Sets** screen, enter the following details:

- **Name:** XXORA_JOB_SET
- **Display Name:** XXORA Job Set
- **Description:** XXORA Job Set
- **Package:** /oracle/apps/ess/custom/

Select whether the job set should run in **Serial** or **Parallel** mode. This example uses Serial.



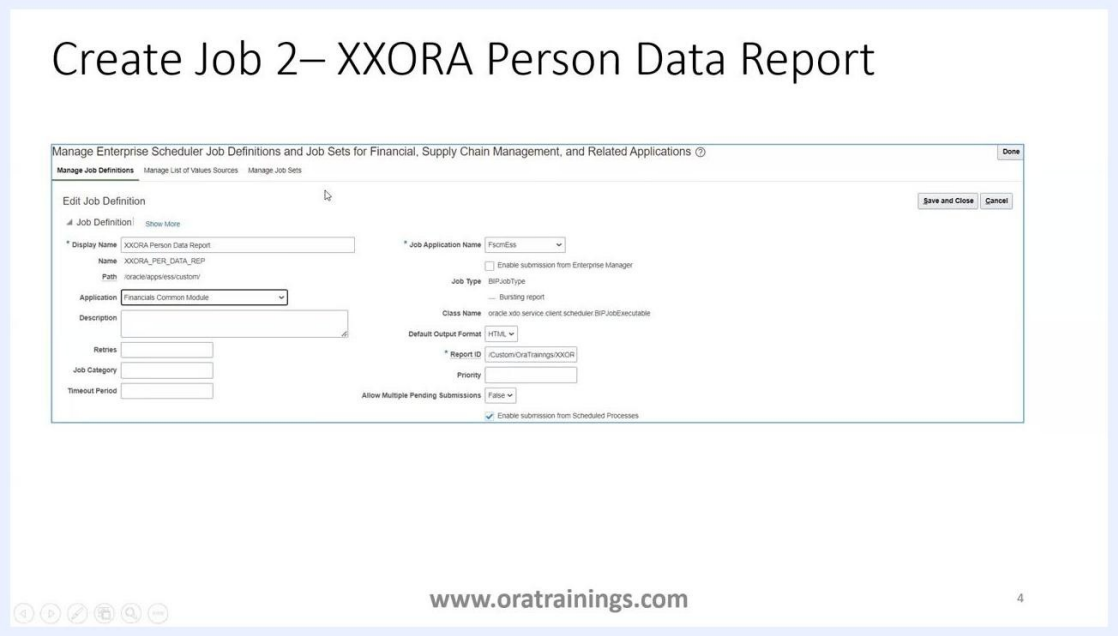
Create Job Set form with fields for Name, Display Name, Description, Package, and the Serial/Parallel selection.

Step 9: Add the first job as a step

Under **Job Set Steps**, click the **plus (+)** symbol to add a new step. In the **Add Step** dialog, enter the following for the first job:

- **Step ID:** 10
- **Job:** XXORA_BU_DTLS_REP (use the search box to select the job)
- **Package:** /oracle/apps/ess/custom/

Leave other options as default unless specific properties are required, then click **OK** to add the step.



Add Step dialog showing Step ID 10, Job XXORA_BU_DTLS_REP, and the package path.

Step 10: Add the second job as a step

Click the **plus (+)** symbol again and enter the following:

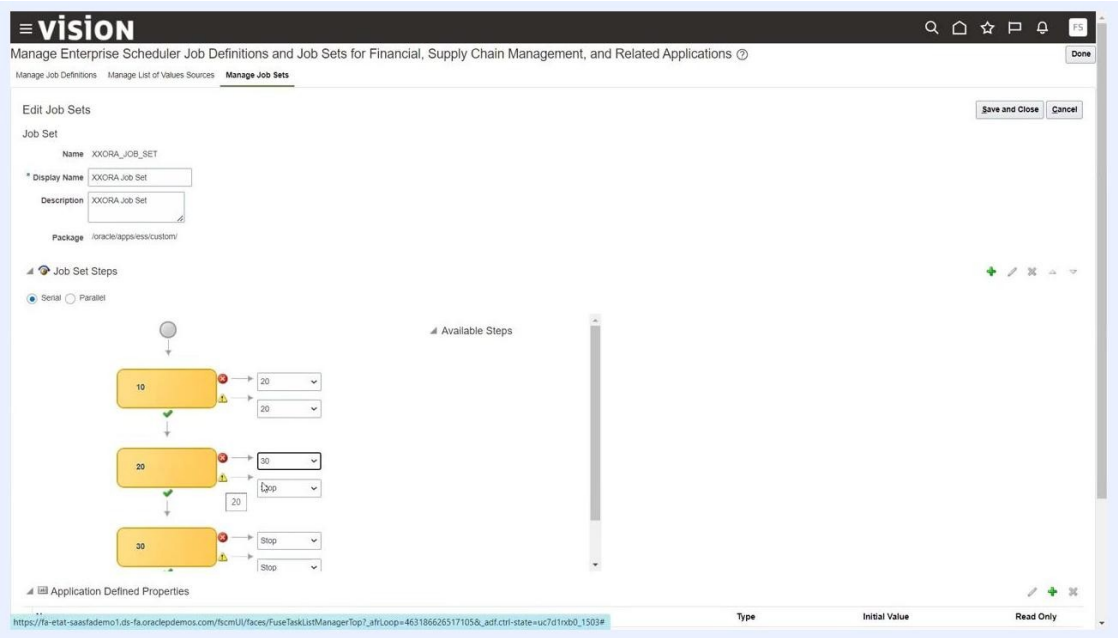
- **Step ID:** 20
- **Job:** XXORA_PER_DATA_REP
- **Package:** /oracle/apps/ess/custom/

Click **OK** to add the step.

Step 11: Verify and configure the step sequence

After adding both jobs, verify that all required jobs are listed in the job set steps. In this example, three steps (10, 20, 30) appear in a serial sequence.

Each step includes dropdowns to configure what happens if the job fails or completes with warnings—for example, stopping execution or moving to another step. Adjust the flow as needed; for instance, you can set the second step to proceed to the third step even if the second job fails or issues a warning.



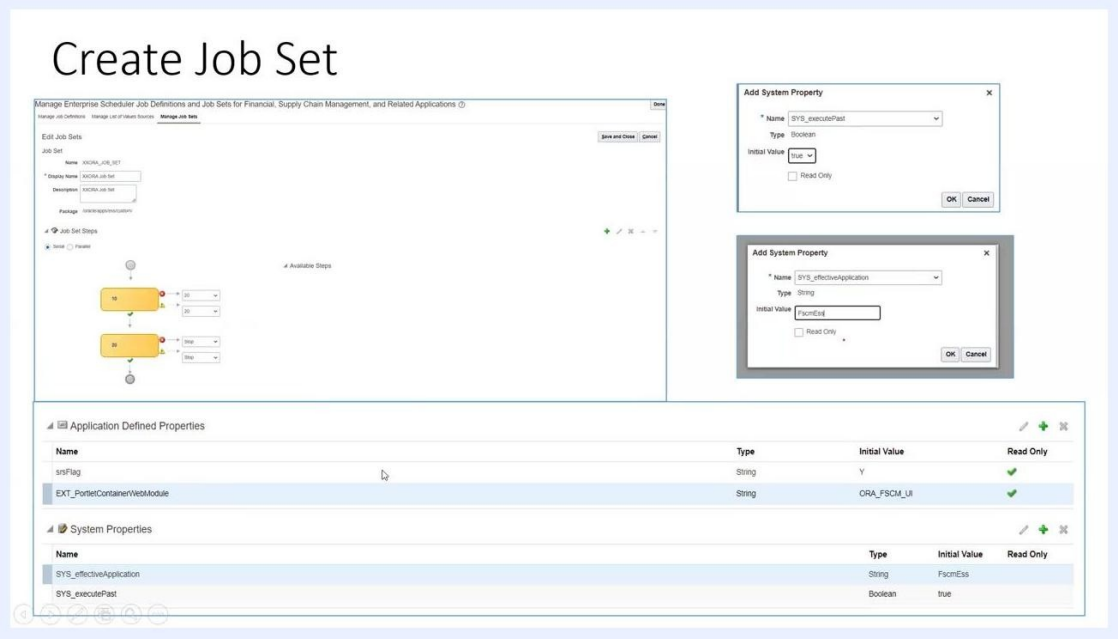
Job set steps shown in a serial flow: steps 10, 20, and 30, each with dropdowns controlling flow on failure or warning. The second step is configured to proceed to the third step.

Step 12: Add required system properties

Scroll to the **System Properties** section at the bottom of the job set configuration screen. Two system properties are mandatory for the job set to function correctly:

- **SYS_effectiveApplication** — Type: String, Initial Value: FscmEss
- **SYS_executePast** — Type: Boolean, Initial Value: true

To add each property, click the **plus (+)** symbol in the System Properties section, enter the property details in the **Add System Property** dialog, and click **OK** to save.



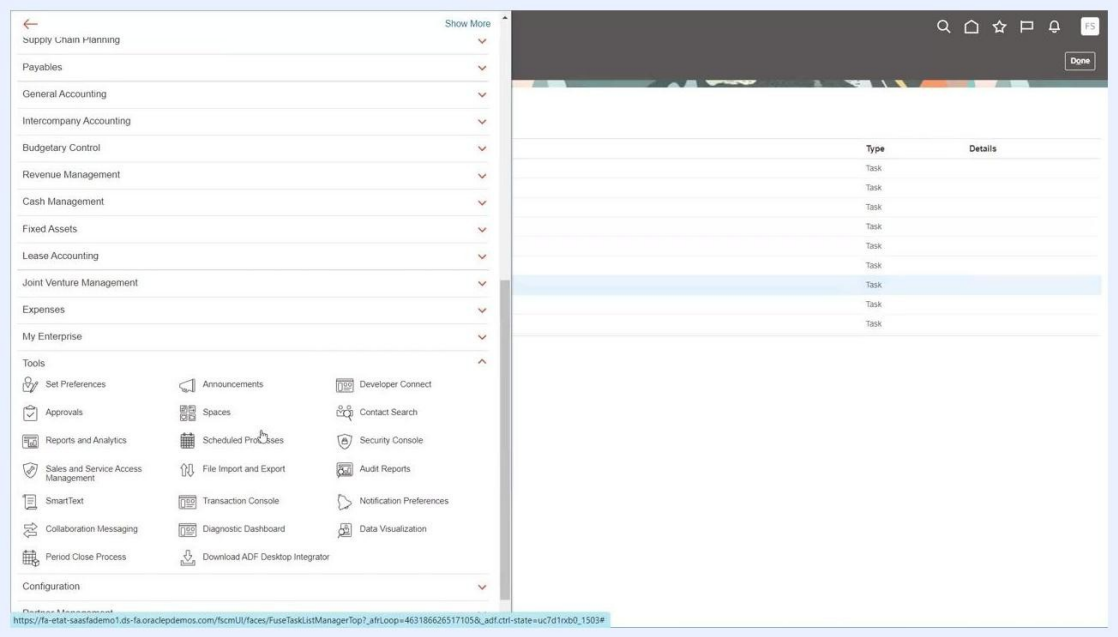
System Properties dialog for adding SYS_effectiveApplication and SYS_executePast, with values FscmEss and true.

Verify that both properties are listed with the correct values, then click **Save and Close** to save the job set.

You have now successfully created and configured a job set in Oracle Fusion ERP, including all required jobs and system properties.

Step 13: Open Scheduled Processes

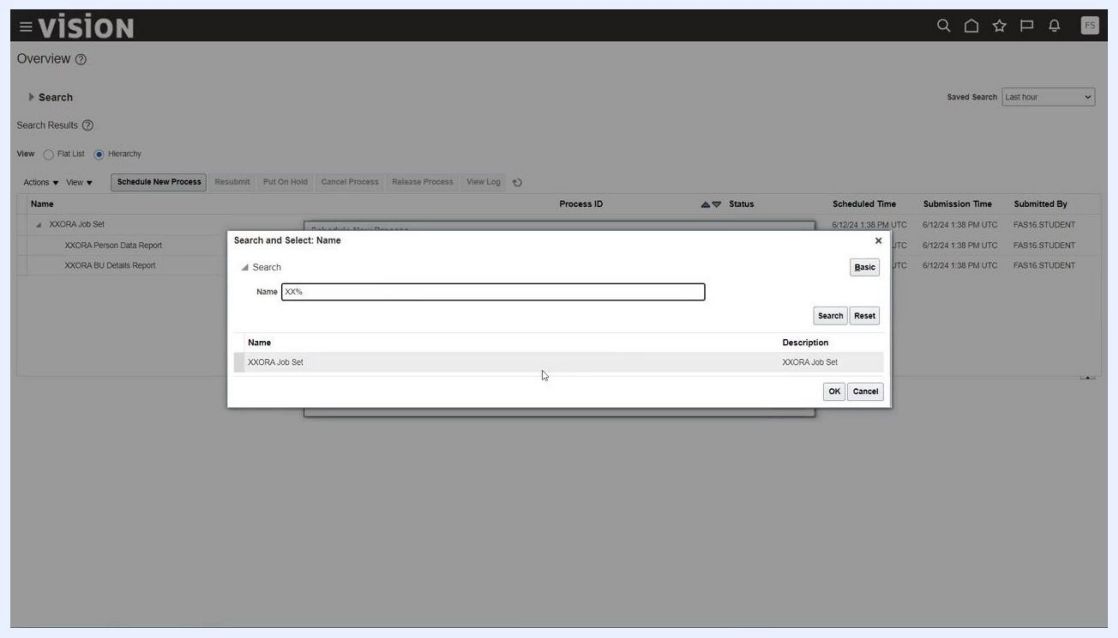
To schedule or monitor your job set, navigate to the main menu. Under the **Tools** section, locate and click **Scheduled Processes**. This area lets you manage and monitor scheduled jobs and job sets.



Main menu open, showing the 'Scheduled Processes' option under Tools, alongside other options such as Reports and Analytics and Security Console.

Step 14: Start scheduling a new process

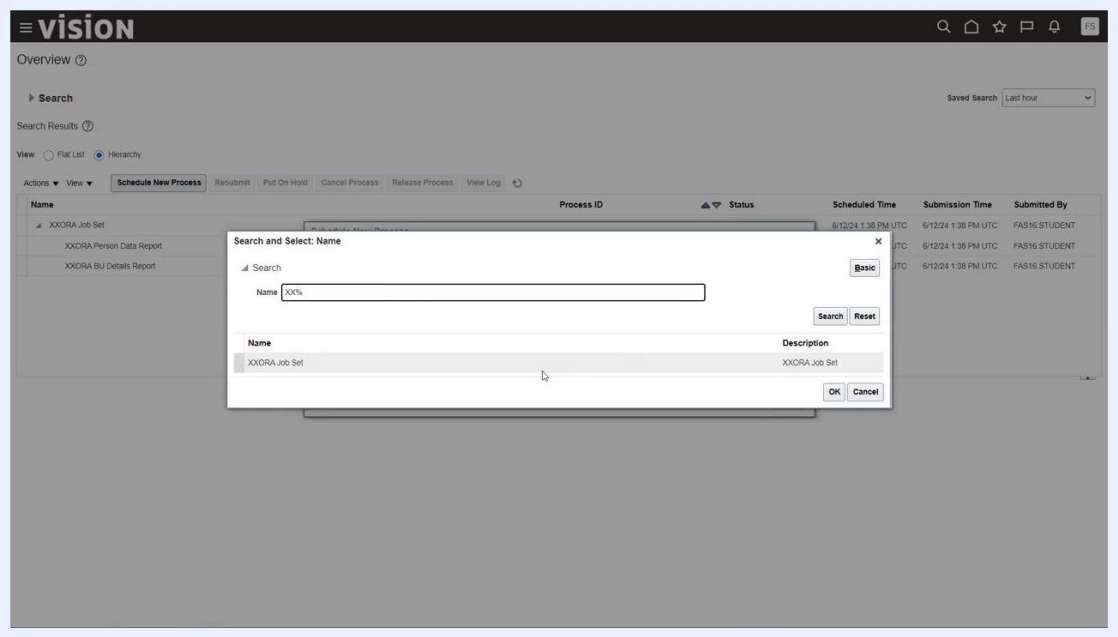
In the Oracle Enterprise Scheduler interface, click **Schedule New Process**. In the **Schedule New Process** dialog, select **Job Set** (not Job) under **Type**, and enter the name of your job set in the **Name** field (for example, XXORA_JOB_SET). Optionally, enter a description, then click **OK**.



Schedule New Process dialog with the Job Set option being selected and the Name field ready for input.

Step 15: Search for and select your job set

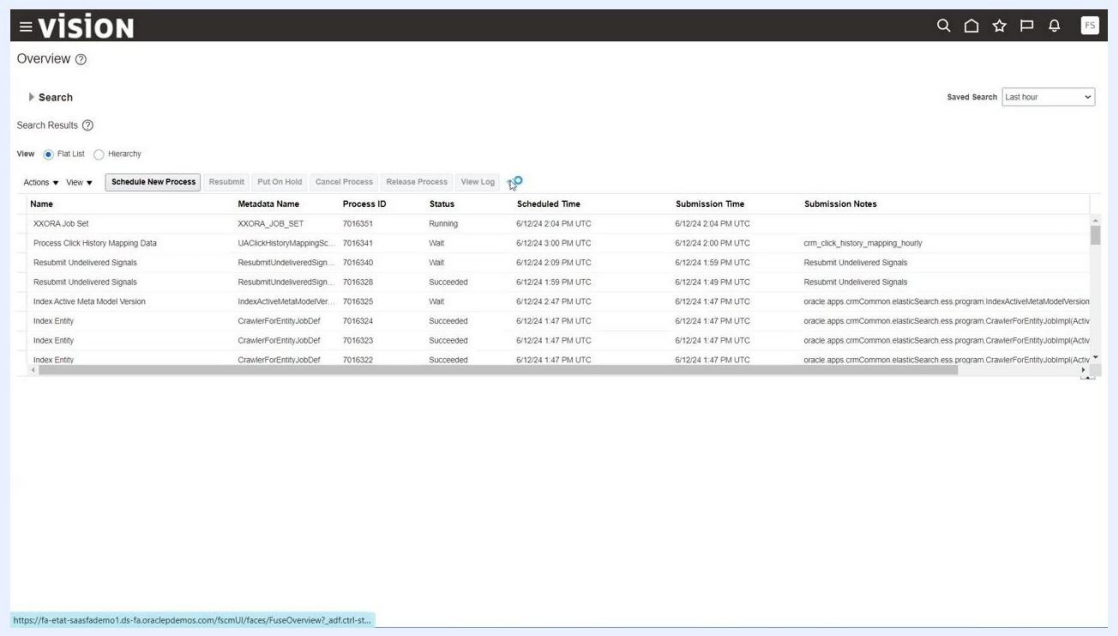
In the **Search and Select: Name** dialog, enter a search pattern (for example, XX%) in the **Name** field and click **Search**. From the results, select XXORA Job Set (or your job set name) and click **OK** to confirm.



Search and Select: Name dialog with 'XX%' entered in the Name field and 'XXORA Job Set' appearing in the results.

Step 16: Review and submit the job set

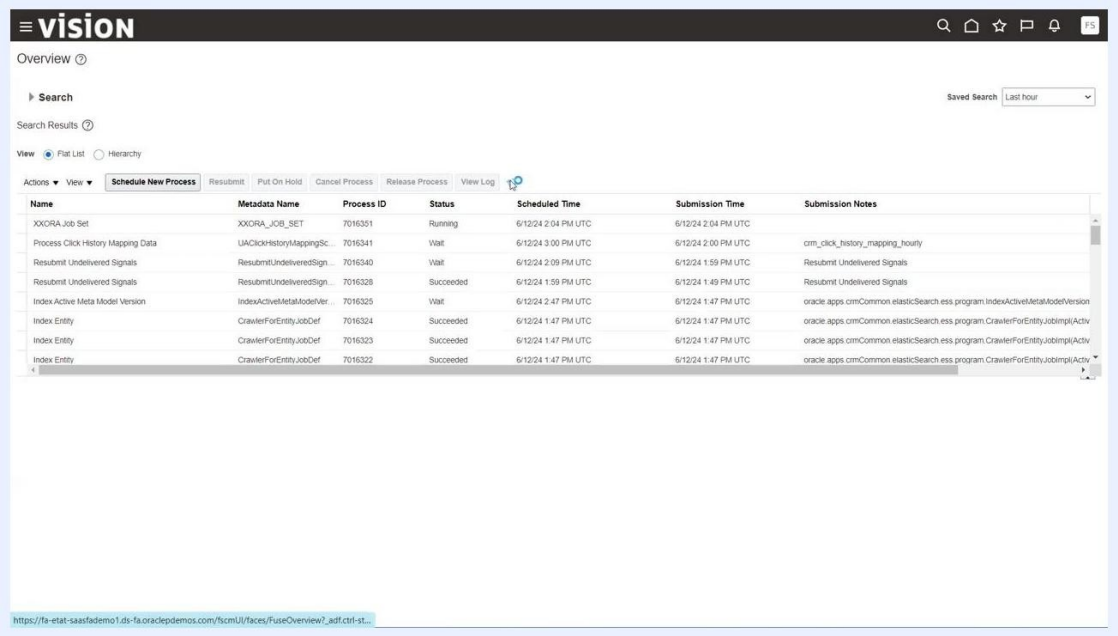
The **Process Details** window displays information about the selected job set, including the **Process Set Name** and **Description**. The **Processes** tab lists all jobs included in the job set, showing their names, paths, and parent process set. Optionally add **Submission Notes**, then click **Submit** to queue the job set for execution.



Process Details window showing the XXORA Job Set and its included jobs, with the Submit button visible.

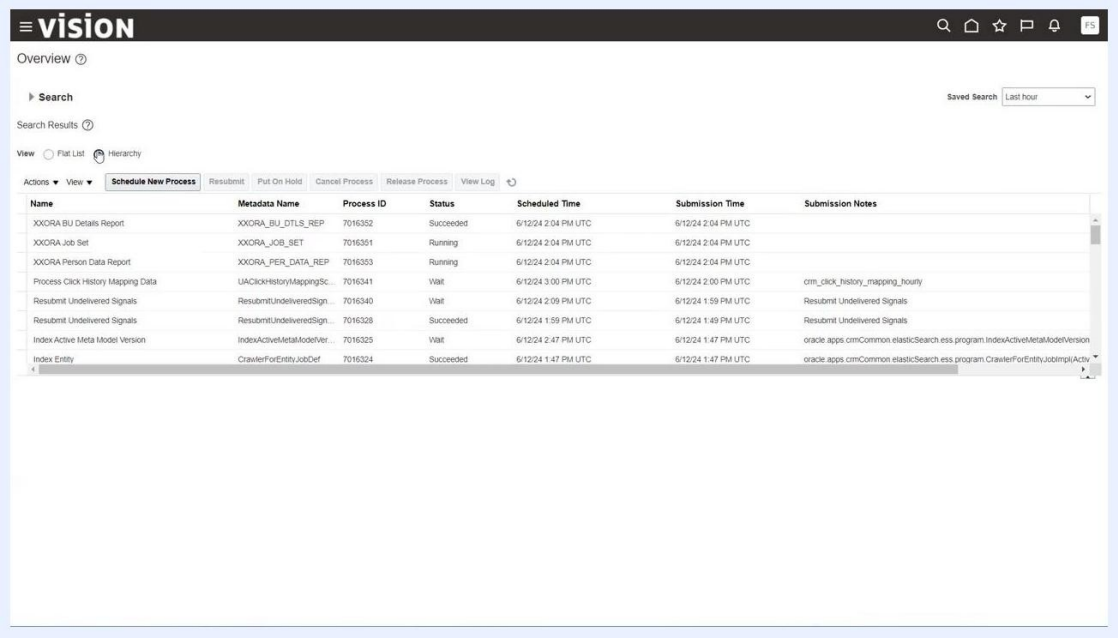
Step 17: Monitor job set execution

After submission, return to the main **Overview** screen. The job set and its component jobs appear in the process list. Check the **Status** column to monitor progress (for example, "Running" or "Succeeded"). The **Process ID**, **Scheduled Time**, **Submission Time**, and **Submitted By** columns provide additional tracking information.



Overview screen showing the process list with XXORA Job Set and related jobs, including their statuses and process IDs.

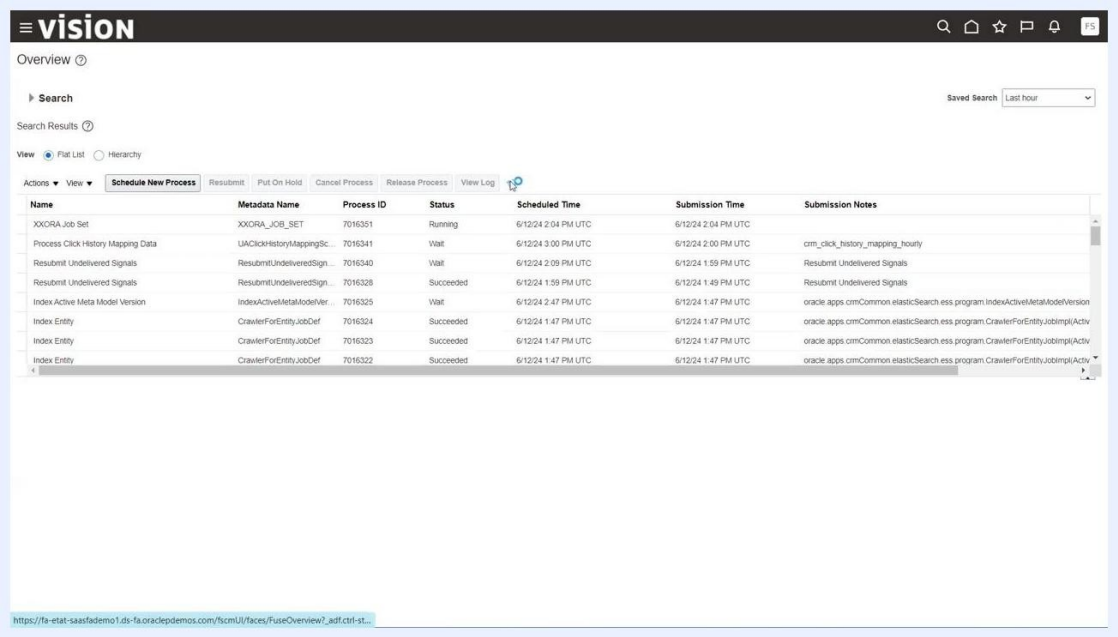
In the process list, "Running" indicates an active process, "Succeeded" indicates successful completion, and "Wait" or other statuses may indicate pending or intermediate states. The job set acts as a parent job, with its child jobs listed beneath it in Hierarchy view.



Overview screen in Hierarchy view showing the XXORA Job Set as a parent, with child jobs listed underneath along with statuses and process details.

Step 18: Switch between Flat List and Hierarchy views

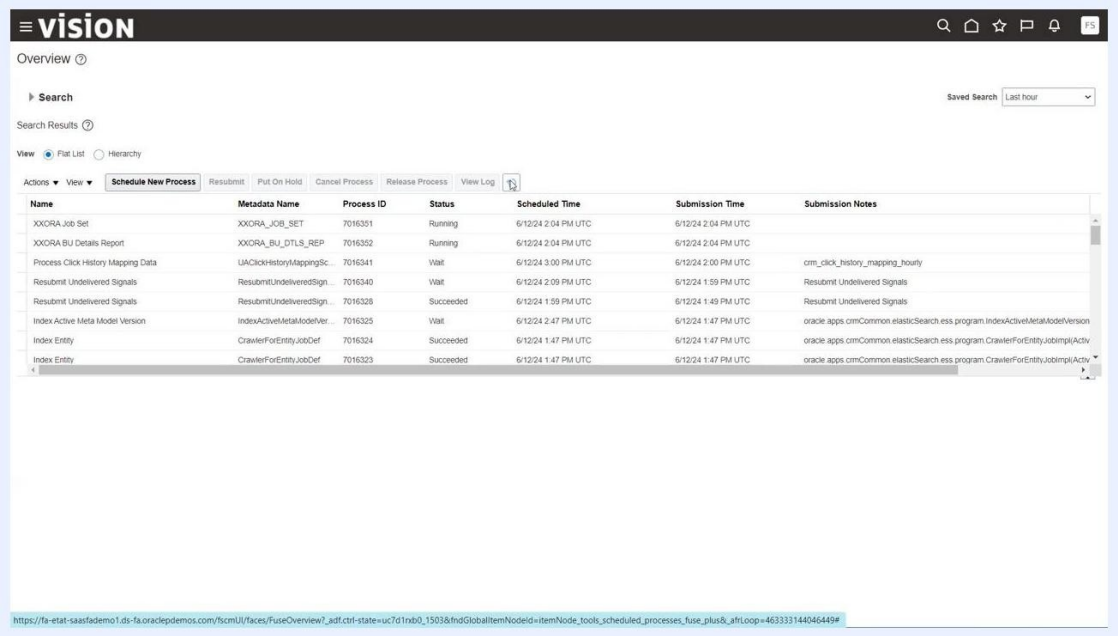
To view all jobs and job sets in a simple list, select **Flat List** under the **View** options. To see parent-child relationships, select **Hierarchy**. Use the **Search** or **Refresh** buttons to update the displayed information.



Overview screen in Flat List view, displaying all jobs and job sets with their statuses and details.

Step 19: View job set details and output

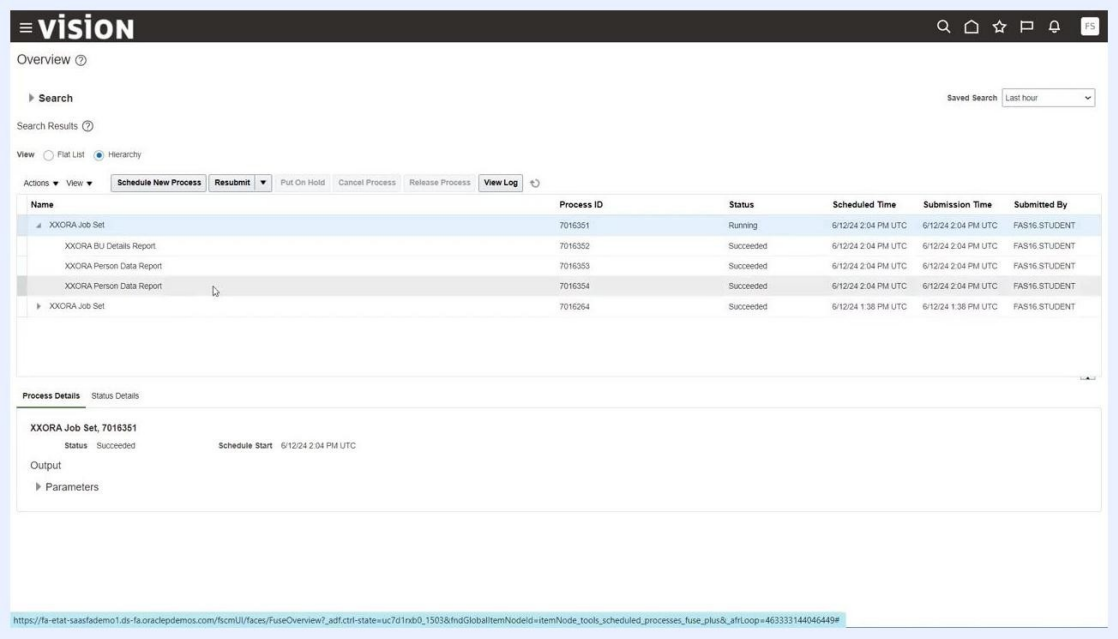
Click a job set or job in the list to expand and view more details. The **Process Details** section at the bottom displays the status (for example, Succeeded or Running), schedule start time, and expandable Output and Parameters sections. This confirms which jobs are part of the job set and their execution results.



XXORA Job Set expanded in the process list, showing child jobs and the Process Details section below with status and schedule information.

Step 20: Verify completion

Once all jobs in the job set have succeeded, the job set status updates to "Succeeded," and the process list reflects the final status for each job and the job set as a whole.



Process list showing only the XXORA Job Set entries, both marked as Succeeded, confirming successful completion.

What's next

By following these steps, you have created, configured, scheduled, and monitored a job set in Oracle Enterprise Scheduler—including customizing the execution flow and handling job failures or warnings according to your business requirements. You can now reuse this job set whenever you need to run these reports together, and apply the same approach to build additional job sets for other reporting or processing needs.