

Tag a Suite and Give It a Schedule

Build a suite from a tag rather than from memory, and set the run order, re-run and alert behavior deliberately instead of by default.

Before you start

At least two tests in a project. Labs 1 and 2 leave you with them.

Lab tasks

1. Open **Tests** in the sidebar and filter by your project. In the **Tags** cell of two rows, click **Add tag** and type **smoke**. Note that you never opened either test.
2. Clear the project filter and set **Tags** to **smoke**. Add **Test Status = Failed** and read what that combination asks.
3. Create an orchestration titled **Guest smoke** over those two tests. Leave the schedule on **On Demand**. Do not press Create yet.
4. Open **Advanced settings**. Switch run order to **Sequential** and watch a **Halt after failure** checkbox appear; switch back to **Parallel** and watch it go.
5. Hover the information icon beside each re-run checkbox and write down the two definitions. Tick **Incomplete tests**; leave **Failed tests** clear.
6. Put a shared address in **Email Alerts** and write an **Email Note** that says what the suite gates and who acts.
7. Create it, run it, and read the history: total runs, average time, and who triggered the run.
8. Clone the orchestration from its row menu, then open **Execution Presets** on the clone and see which presets the project offers.

Checkpoint

You have finished when:

- ☐ Both tests carry the smoke tag, added without opening either one.
- ☐ Filtering Tests by that tag returns exactly those tests.
- ☐ You can say why Halt after failure is absent under Parallel.
- ☐ You can state the difference between an incomplete test and a failed one.
- ☐ Your Email Note names what the suite gates and who acts on red.

Stretch challenges

- Set the clone to Daily and find the day-of-week picker. Tick one day - that is how you get a weekly job. Set it back to On Demand afterward.
- Filter the orchestrations list to Scheduled and sort by Created, oldest first. That is a quarterly audit in one filter.
- Agree a four-tag scheme with your team and write down what each one means.