Operations · Scheduler

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Scheduler

Laravel scheduler entrypoint: `routes/console.php`.

Cron requirement

```
* * * * * cd /path/to/crm && php artisan schedule:run >> /dev/null 2>&1
```

Without cron, reminders and pruning will not run.

Scheduled tasks

Schedule	Command / job	Notes
Daily @ lead reminder time (default 08:00)	`leads:send-follow-up-reminders --tier=day_before|due|overdue`	Gated by `lead_reminders` config
Hourly	`leads:send-follow-up-reminders --tier=hours_before`	Gated
Daily @ task reminder time (default 08:15)	`tasks:send-reminders --tier=due|overdue`	Gated by `task_reminders`
Every 5 minutes	Platform scheduler heartbeat	Sets `scheduler_last_run_at`
Every 15 minutes	`platform:send-alert-notifications`	`withoutOverlapping`
Daily 09:00	`trials:send-ending-notifications --days=3`	Trial ending notices
Weekly	`activity-logs:prune --days=90`	Retention
Weekly	`notifications:prune`	Retention

Manual commands (not all scheduled)

Command	Purpose
`permissions:sync`	Sync RBAC registry
`platform:optimize-logo`	Logo optimization
`companies:release-deleted-identifiers`	Soft-delete identifier cleanup

Verifying the scheduler

1. Ensure cron is installed.
2. Check Super Admin / platform setting `scheduler_last_run_at` updates roughly every 5 minutes.
3. Temporarily run `php artisan schedule:run` and watch logs.

Related env

See Configuration reminder section.

Related

- Deployment
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