



Zoho Corporation

Turn on your RPA flow

This document explains how to activate or turn on your RPA workflows for production use.

Before you begin:

Utilize the Test and Debug feature to test your workflows before you turn them on for production. This ensures they work as expected before going live. [Learn more](#)

How to turn on your RPA flows

There are two ways to enable your RPA workflows for production:

1. Through the RPA Builder

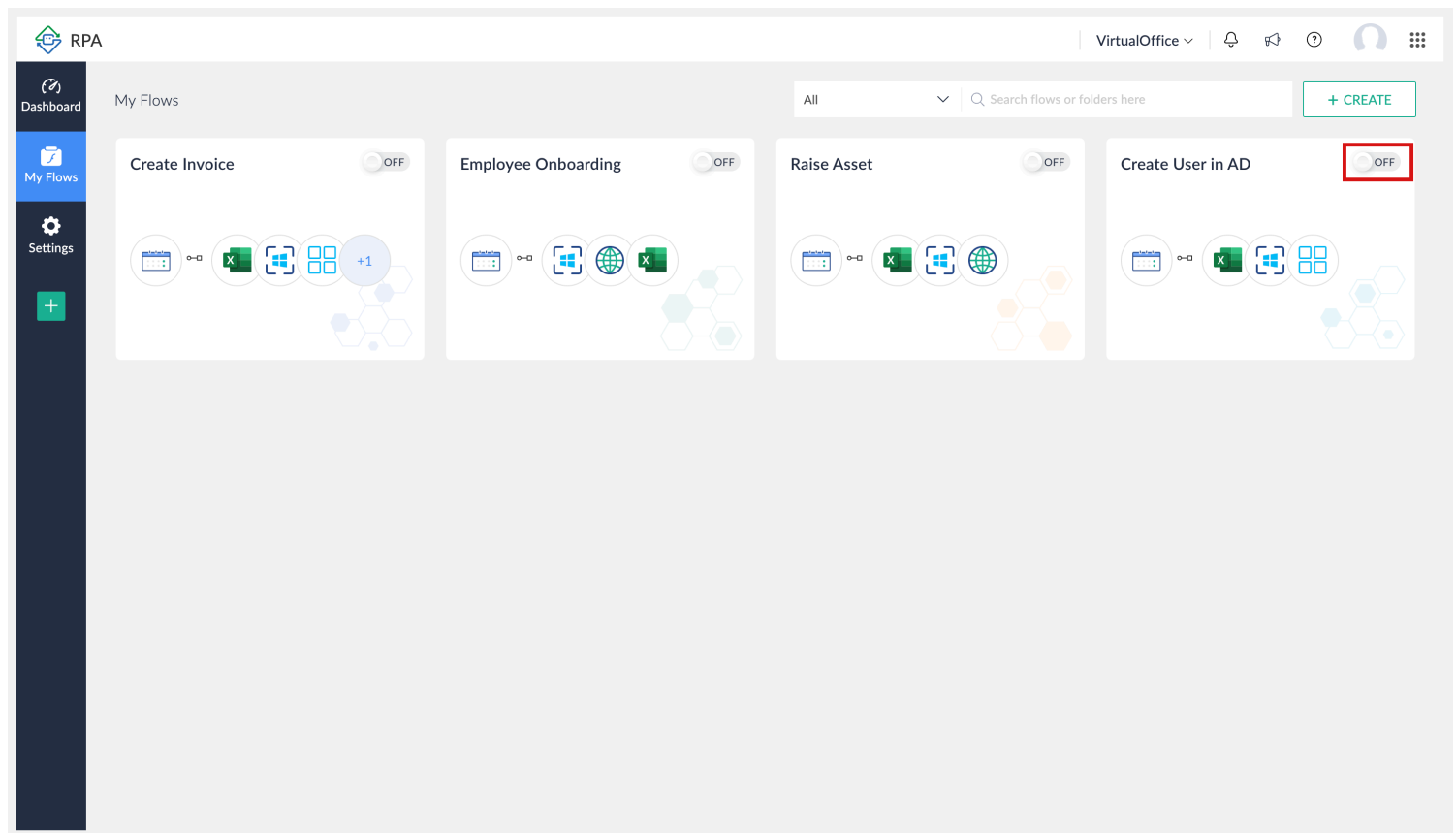
Access the RPA builder page for your desired workflow.

Locate the toggle switch in the top-right corner and switch it on.

The screenshot displays the Zoho RPA Builder interface. At the top, there are tabs for 'SUMMARY', 'BUILDER', and 'HISTORY'. The 'BUILDER' tab is active. On the right side of the top bar, it says 'YOUR FLOW IS OFF' with a toggle switch. Below this, there are buttons for 'Agent Name', 'RPA VM (Active)', 'RPA Recorder', and a play button. The main workspace shows a workflow with steps: 'Schedule Once', 'Open Excel', 'Read from Excel', 'Create or update contact', 'Open URL: www.zoho...', and 'Click'. On the left side, there is a sidebar with a search bar and categories like 'Windows Applications', 'Windows General', 'Web Automation', and 'Microsoft Excel'.

2. From My Flows

1. Navigate to the **My Flows** page.
2. Identify the workflow you intend to activate for production.
3. Activate the toggle switch beside the chosen workflow.



What happens when you turn on your RPA flows?

When you turn on your flows, they will execute whenever the configured trigger event occurs. Your workflows will run automatically until they encounter errors (which will automatically disable them after a certain number of re tries) or until you manually deactivate them. Remember, each execution counts towards your plan's limits. Visit our [pricing page](#) for a breakdown of these limitations.

Monitor your Flow Limits

To keep track of your current execution limits and usage:


1. Go to your RPA account.
2. Click on your **profile picture** in the top right corner.

This screen will display your plan's execution limits.

The screenshot displays the Zoho RPA dashboard interface. On the left is a dark sidebar with navigation options: Dashboard, My Flows, and Settings. The main area, titled 'My Flows', contains six cards for different automation flows: 'Use Case(Doc) - Flows' (3 flows, 0 folders), 'Demo - Flows' (4 flows, 0 folders), 'Employee Onboarding' (4 flows, 0 folders), 'Employee Onboarding' (toggle OFF), 'Invoice Automation' (toggle OFF), and 'Lead' (toggle OFF). On the right, a user profile sidebar for 'admin' (User ID: 808803958) is visible. The 'Plan Details' section shows the current 'Beta Plan' with a progress bar for 'Flow executions' at 323 / 500. The 'My Organizations' section lists 'VirtualOffice' with Org ID: 808826182. The Windows taskbar at the bottom shows the time as 15:37 on 12-06-2024.

Exceeding Your Limits

If your current executions are exhausted, you have the option to purchase additional add-ons that will expand your plan's limits.



ZylkerStore

User ID : 87266020

tina.francis@zylker.com

[My Account](#)

[Sign Out](#)

Plan Details


Subscription

Standard Plan

Expires on 2025-05-28

Flow executions ⓘ

502 / 500



You have used up all your available executions. Your flows may switch off at any time.

[BUY ADD-ONS](#)

My Organizations

Manage

ZylkerStore

Org ID : 87355330

This additional capacity can then be used for your workflow executions. Please note that the execution limit will be reset every month. For example, if you've purchased the plan on 15 June, 2024, then the execution limit will be reset on the next renewal date, which is 15 July, 2024.