

Create a Human Task

Task – unit of work assigned to Workers, who can be public Workers or private internal Workers (contractors, SMEs, employees). The main goal of a Task is to take initial raw data (csv file) and to structure, enrich, or check this data according to some rules.

- **Human Task** - Task completed by a human, either by a cloud Worker or an internal employee.
- **Machine Task** - Task completed by some type of computer automation (data parsing, extraction, transformation, loading).
- **Qualification Task** - a test Task intended for screening your Workers and filtering out Workers who are unqualified to take your specific Task.

The Tasks area of the WorkFusion platform allows you to create new Tasks, manage existing Tasks, monitor the progress of active Tasks, and view the results of completed Tasks.

Videos

- [1 - Simple Human Task](#)
- [2 - Information Extraction Task](#)

Basic Task Workflow

1. Create a Task and start designing and configuring it.
To prevent losing your data, occasionally save the Task (Task Status = *Draft*).
2. Run the Task in a Sandbox environment (Task Status = *Processing*).

After you have posted the Task, log in as a Worker (Workforce is set in the [Task Run parameters](#)) and find and complete the created Task. See the [WorkSpace Worker manual](#).

3. [Check the results](#) and edit the Task parameters if needed.
4. [Copy the Task with Data](#).
5. Run the copied Task in a Production environment and monitor its execution.

You can optionally **pause/resume** or **stop** the Task execution. When the Task is no longer needed you can **delete** it. See the [Task Actions](#) table and statechart.

Task Data Flow

The main idea of a Task is to:

1. Prepare the initial [Data file](#).
2. Enrich the data or transform it according to some rules during the Task execution. These actions are done by human Workers or Machine Configs.
3. (optional) Get intermediate results by generating Snapshots.
4. Get the final [Result Data file](#). This file can be used as an input file for another Task in a [Business Process](#).