



Job Archive

Archive Guideline

[Delivered](#)
[Errors](#)
[Data](#)
[Replication](#)
[Formatting](#)
[Working](#)
[Logs](#)
[Managing Records](#)
[Search and Filter](#)
[Error Messages](#)

Using the Archive



FTSpooler keeps all the job processing and delivery information in one job archive, and provides different views, i.e. **All**, **Delivered**, **Errors**, **Data**, **Replication**, **Formatting**, **Working**, and **Logs**.

Archive shows three panels: **searching and filtering**, **main panel** and **detail panels**.

[More information on Archive Database](#)

View Data Records

Select the **Data** button under **Archive** from the top navigation bar. In the **searching and filtering panel**, specify searching criteria to retrieve data records.

[More information on Search and Filter Archive Records](#)

In the **main panel**, FTSpooler shows the following for each job:

- **Date/ Time** - of submission
- **Queue** - the queue the data was processed in
- **Document type** - the document type of the selected data record
- **Name** - the associated file entry name
- **Value** - the value of the associated file entry

Name and **Value** repeat for different jobs, showing all of the Associated File names in that file (last to first down the page, including duplicates).

Between submission and delivery of the formatted document may be several steps such as input filtering, identification and routing and/or splitting, repagination and print formatting.

Each step is shown in the **detail panel** located at the bottom effectively showing the history of each job in most recent (top) to oldest (bottom) order.

- **Process Name** - shows the name of the process used to modify or format the document. Some processes show additional information after a colon sign ":". For instance, the print-formatting process "formtrap" is followed with the name of the form; delivery engine "smtp", is followed with the document filter name.
- **Document Type** - the file type that is produced by the process. "txt" is raw data, "pcl" or "pclxl" or "ps" are formatted and print ready documents.
- **Status** - job status
- **To** - form(s) used in the processing the document
- **Error Description** - errors in the formatting process

[More information on Exporting Files](#)

The screenshot shows the FormTrap Archive interface. At the top is a navigation bar with icons for Connection, Queues, Data folders, Archive, and Setup. Below this is a sub-navigation bar with buttons for All, Delivered, Errors, Data, Replication, Formatting, Working, and Logs. The 'Data' button is selected. The main area is divided into three panels:

- Searching and Filtering Panel:** Located on the left, it contains input fields for Name, Value, and Queue, and a Date range section with 'From' and 'To' date and time pickers.
- Main Panel:** A table displaying job records. The table has columns: Date, Time, Queue, Document type, Name, and Value. The data is as follows:

Date	Time	Queue	Document type	Name	Value
30/07/2008	4:52:51 PM	Statement Email	ps	ftout	-
30/07/2008	4:52:36 PM	Statement Print	ps	ftout	-
30/07/2008	4:51:31 PM	Statement File	ps	ftout	-
30/07/2008	4:49:19 PM	Statement Print	ps	ftout	-
30/07/2008	4:48:55 PM	Statement Email	ps	ftout	-
30/07/2008	4:41:50 PM	Statement Email	ps	ftout	-
22/07/2008	2:32:03 PM	TCG Monthly Sta...	ps	ftout	-
22/07/2008	2:32:03 PM	TCG Monthly Sta...	ps	smtpo	-
22/07/2008	2:32:03 PM	TCG Monthly Sta...	ps	smtpo	-
- Detail Panel:** Located at the bottom, it shows details for the selected record. It includes a 'Status' section with a 'Success' indicator, a 'To' field showing '\\PLATO\HP L...', and a 'Description' field. Below this is a table showing the process history:

Process name	Document type
Replication	txt
formtrap:statement	ps

A blue arrow points from the 'Main panel' label to the table in the screenshot.

Top

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