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Using the Archive

PDF version

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, and Working.**

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

[More information on Archive Database](#)

View Formatting Records

Select the **Formatting** button under **Archive** from the top navigation bar. The Formatting view's **detail panels** has the **document processing and delivery status panels** at the bottom which provide additional information. 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 each of the formatting process for each job:

- **Date/ Time** - of submission
- **Queue** - the queue the data was processed in
- **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.

In the **document processing panel**, you can see delivery history of each document.

In the **delivery status panel**, FTSpooler shows:

- **Status** - job status
- **To** - form(s) used in the processing the document
- **Error Description** - errors in the formatting process

[More information on Exporting Files](#)

Main panel

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