



SBE Manual V7.5

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FTDesign Manual V7.2
I'm Stuck!

Archive

- Archive Guideline
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Using the Archive

FTSpooler keeps all the job processing and delivery information in one job archivem 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 panel**.

More information on Archive Database

More information on archive viewing for deafault (not Admin) users.

View Data Records

Select the **Delivered** 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:

- **Status** - job status
- **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 an/or splitting, repagination and print formatting. Each step is shown in the **detail panel** located at the right side 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 FTSpooler Archive interface. At the top, there are navigation tabs: Connection, Queues, Data folders, Archive, and Setup. Below these are sub-tabs: All, Delivered, Errors, Data, Replication, Formatting, Working, and Logs. The 'Delivered' tab is selected. The main area is divided into two panels. On the left is the 'Searching and Filtering panel' (highlighted with a blue box), which contains search criteria fields: Name, Value, Queue, and Date range (From: 1/05/2008, To: 30/07/2008). On the right is the 'Main panel', which displays a table of data records. The table has columns: Date, Time, Queue, Document type, Name, and Value. Below the table, there is a 'Detail panel' showing the status (Success) and description (WPLATO\HP L...) for the selected record.

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 File	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	smtpto	-
22/07/2008	2:32:03 PM	TCG Monthly Sta...	ps	smtpto	-

Searching and Filtering panel

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