



Entire Output Management

Version 2.1.1

User's Guide

This document applies to Entire Output Management Version 2.1.1 and to all subsequent releases.

Specifications contained herein are subject to change and these changes will be reported in subsequent release notes or new editions.

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User's Guide - Overview

This documentation covers the following topics:

- Using Entire Output Management Explains the various ways you can access Entire Output Management and perform functions.
- Defining a Report Explains how to create and modify definitions for the Reports you want to produce and how to trace all the steps involved in Report processing.
- Defining a Bundle Describes how to create and maintain a Bundle.
- Defining a Logical Printer Explains how to define Logical Printers.
- Defining a Distribution List Explains how to create a Distribution List and how to add and delete members.
- Authorizing User Access to Objects Describes how to grant Authorization to individual Users or to a group of Users on a Distribution List.
- Active Reports and Folders Explains the concept of active reports and folders.
- Using Active Bundles Describes the use of Active Bundles.
- Printouts Describes the meaning of a Printout in Entire Output Management.

Using Entire Output Management

This section explains the various ways you can access Entire Output Management and perform functions. It covers the following topics:

- Screens and Windows
 - PF Keys
 - Line Commands
 - Direct Commands
 - Help Facility
-

Screens and Windows

Screen and Window Types

Entire Output Management is built of several screen and window types, which are explained in this subsection:

- Menu screens
- Object Maintenance screens
- Object Definition screens and windows
- Management screens
- Help Facility
 - Help screens
 - Help windows
 - Selection windows

The Entire Output Management online interface provides you with several different methods for navigating within the system and performing functions. You can move from one menu screen to another by pressing PF keys or by issuing line commands or direct commands.

You are free to choose the method that is most suited to your level of expertise.

The Entire Output Management online interface takes advantage of Natural's powerful user-interactive windowing and Help.

Help is available at any point in the product. For an explanation of the help functions, see the end of this section.

Screen Layout

All screens are divided into the following areas:

- Screen header
- Work area
- Command area

```

1
2 Screen Header
3 XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
4
5
6
7
8
9
10
11
12
13 Work Area
14
15
16
17
18
19
20
21
22
23 Command Area
24
    
```

Example :

```

14:02:39          **** ENTIRE OUTPUT MANAGEMENT ****          2002-10-14
User ID BRY              - Report Maintenance -

Cmd Report              Authoriz T Description
-----
__ A1234                 ADMIN      M
__ A12345                ADMIN      M
__ BRY-EMPL-STD1        ADMIN      M Employee List sorted by Departments
__ CARSS1-FINA          ADMIN      C ( STD1 ) Standard Exit 1 example
__ CARSS1-MARK          ADMIN      C ( STD1 ) Standard Exit 1 example
__ CARSS1-MASK          ADMIN      C ( STD1 ) Standard Exit 1 example
__ CARSS1-MGMT          ADMIN      C ( STD1 ) Standard Exit 1 example
__ CATALL-ERROR-LIST    ADMIN      S Catall Error List
__ CHECK_DEVELOPMENT    ADMIN      M Output of Check Routines for Developm
__ DEPT-ADMA            ADMIN      C ( UEXAOP ) Exit ADDFP/OPEN separate s
__ DEPT-COMP            ADMIN      C ( UEXAOP ) Exit ADDFP/OPEN separate s
__ DEPT-FINA            ADMIN      C ( UEXAOP ) Exit ADDFP/OPEN separate s
__ DEPT-MARK            ADMIN      C ( UEXAOP ) Exit ADDFP/OPEN separate s
__ DEPT-MASK            ADMIN      C ( UEXAOP ) Exit ADDFP/OPEN separate s
__ DEPT-MGMT            ADMIN      C ( UEXAOP ) Exit ADDFP/OPEN separate s
More ...
Command => _____
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help Add  Exit Flip          -    +    Selct <    >    Menu
    
```

Screen header

The screen header consists of the first two lines. It shows the product name and the current function, time, date and User ID.

```

14:02:39          **** ENTIRE OUTPUT MANAGEMENT ****          2002-10-14
User ID BRY              - Report Maintenance -
    
```

Contents area

The contents area consists of the lines 3 to 20. This subsection, which is individual to each screen, contains a list of objects or pre-formatted input/output fields.

- **Selection criteria fields**

These fields appear only on list screens above the first line of data.
Enter search criteria for the records to be displayed on the screen.
Use an asterisk * as a **wildcard** for entering selection criteria.

If you enter selection criteria in more than one field, they are connected by logical AND.

| Cmd | Report | Authoriz | T | Description |
|-----|-------------------|----------|---|---------------------------------------|
| ___ | UEX* | _____ | M | _____ |
| ___ | UEX-ADDFP-OPEN | ADMIN | M | Exit ADDFP/OPEN separate sysout into |
| ___ | UEX-CARS-STD1 | ADMIN | M | Standard Exit 1 example |
| ___ | UEX-CREATE | ADMIN | M | Exit CREATE report |
| ___ | UEX-EMPL-STD1-ASA | ADMIN | M | Standard Exit 1 Example |
| ___ | UEX-EMPL-STD2-ASA | ADMIN | M | Standard Exit 2 example |
| ___ | UEX-EMPL-STD31ASA | ADMIN | M | Standard Exit 3 example |
| ___ | UEX-EMPL-STD32ASA | ADMIN | M | Standard Exit 3 example |
| ___ | UEX-EMPL-STD33ASA | ADMIN | M | Standard exit 3 example |
| ___ | UEX-INSL-ADDP | ADMIN | M | Exit INSL/ADDP change first line of e |

Command area

The command area consists of the last three lines:

- **Message line**

The message line displays Entire Output Management system messages. There are several types of system messages:

- Acknowledgements tell you when a function has been successfully or unsuccessfully performed.
- Prompts tell you what to do next.
- Error messages tell you if you have made a mistake.

- **Command line**

Enter direct commands in the Command => line at the bottom of the screen just before the PF key lines.

Command => _____

- **PF key lines**

These last two lines contain PF-key assignments (PF1-PF12 or PF13-PF24) or the available line commands. Press PF4 (Flip) to display the other set of PF keys or the line commands available.

Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
 Help Add Exit Flip - + Selct < > Menu

The following subsection describes in detail Entire Output Management screen types.

Menu Screen

On a menu screen, you select an item by entering its number in the direct command line and pressing Enter.

Main Menu:

```

14:13:28          **** ENTIRE OUTPUT MANAGEMENT ****          2002-10-14
User ID BRY              - Main Menu -

Maintenance Functions          DC Solutions

  1 Reports                    20 ENTIRE Operations (V321)
  2 Bundles                    21 NATURAL ISPF (V245)
  3 Printers
  4 Distribution Lists

Control Functions

  5 Active Reports
  6 Active Bundles
  7 Printout Queue
  8 System Administration
  9 Archive Administration

10 Help

Please select option.
Command => 1
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help      Exit  Flip

```

 **For example, to select Option 1 Reports from the Main Menu, above**

- Enter **1** in the command line and press Enter.

The Report Maintenance screen appears.

Object Maintenance Screen

An Object Maintenance screen displays a list of objects (Reports, Bundles, Printers, etc.).

For example, if you select Option **1** from the Main Menu, above, the Report Maintenance screen appears:

Report Maintenance Screen

```

14:15:12          **** ENTIRE OUTPUT MANAGEMENT ****          2002-10-14
User ID BRY          - Report Maintenance -

Cmd Report          Authoriz T Description
-----
__ A1234             ADMIN      M
__ A12345            ADMIN      M
__ BRY-EMPL-STD1     ADMIN      M Employee List sorted by Departments
__ CARSS1-FINA       ADMIN      C ( STD1 ) Standard Exit 1 example
__ CARSS1-MARK       ADMIN      C ( STD1 ) Standard Exit 1 example
__ CARSS1-MASK       ADMIN      C ( STD1 ) Standard Exit 1 example
__ CARSS1-MGMT       ADMIN      C ( STD1 ) Standard Exit 1 example
__ CATAL-ERROR-LIST ADMIN      S Catal Error List
__ CHECK_DEVELOPMENT ADMIN      M Output of Check Routines for Developm
__ DEPT-ADMA         ADMIN      C ( UEXAOP ) Exit ADDFP/OPEN separate s
__ DEPT-COMP         ADMIN      C ( UEXAOP ) Exit ADDFP/OPEN separate s
__ DEPT-FINA         ADMIN      C ( UEXAOP ) Exit ADDFP/OPEN separate s
__ DEPT-MARK         ADMIN      C ( UEXAOP ) Exit ADDFP/OPEN separate s
__ DEPT-MASK         ADMIN      C ( UEXAOP ) Exit ADDFP/OPEN separate s
__ DEPT-MGMT         ADMIN      C ( UEXAOP ) Exit ADDFP/OPEN separate s
More ...
Command =>
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help Add  Exit Flip          -      +      Selct <      >      Menu

```

Using Line Commands on an Object Maintenance Screen

To select an object from an Object Maintenance screen

- Enter a line command in the two-character command line preceding the object name and press Enter.

However, you might not know what line commands are available for this screen. Before proceeding, you can use the Help facility to display them.

For information on the use of line commands and Line Command Help windows, see the subsection Line Commands.

Object Definition Screen

An object definition screen allows you to define or modify parameters for the various objects.

- Enter MO (Modify) in the two-character command line preceding the Report UEX-DEFAULT on the Report Maintenance screen and press Enter.

The Report Definition >General Attributes screen for that Report appears:

```

14:16:33          **** ENTIRE OUTPUT MANAGEMENT ****          2002-10-14
User ID BRY      - Report Definition>General Attributes -

Report
  Name ..... UEX-DEFAULT_____
  Description ..... Report definition for undefined SYSOUT_____
  Type ..... D

Keywords ..... _____

Master Owner ..... FHI_____
Store in NOM DB ..... N

Archive directly ..... N
Archive type ..... -
Retention          Report      Archive      Revive
  Number ..... 1_____
  Unit ..... A      -      -
  Calendar ..... _____
  Action ..... P

Command => _____
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help Add   Exit Flip Do   Undo Ident Print Dist Separ      Menu

```

You can enter data in the input fields provided.

Management Screen

Management screens allow you to monitor and control every phase of output processing.

Example: to access the management screen for Active Bundles

- Enter **6** in the command line of the Main Menu and press Enter.

Active Bundles screen

```

14:17:32          **** ENTIRE OUTPUT MANAGEMENT ****          2002-10-14
User ID BRY          - Active Bundles -

  Cmd Bundle          S Status          Reps Coord-ID
  --- ---          - - - - -
  ___ UKSJUPCX          C closed          24 UKSJU
  ___ VKA          C closed          1 VKA
  ___ UKSJU-BUNDLE-LONG-NAME O opened          95 UKSJU
  ___ NEWBUN          O opened          147 UKSJU
  ___ STEVEBUN          O opened          95 UKSJU
  ___ UKSJU-BUNDLE-LONG-NAME C closed          26 UKSJU
  ___ BRY-TEST-01          C closed          1 BRY
  ___ BRY-TEST-01          C closed          1 BRY
  ___ SJU100          O opened          1 UKSJU
  ___ SJU101          O opened          1 UKSJU
  ___ SJU99          O opened          1 UKSJU
  ___ SJU98          O opened          1 UKSJU
  ___ SJU95          O opened          1 UKSJU
  ___ SJU96          O opened          1 UKSJU
  ___ SJU97          O opened          1 UKSJU
Top Of Data
Command =>
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help      Exit Flip < > - + Mastr Rfrsh SwLay Menu
    
```

The Active Bundles screen shown above lists all Bundles processed by Entire Output Management and mailed to the current User ID.

PF Keys

PF keys are used to jump quickly to a specific point in the application.

- The same PF keys are used consistently all across the system.
- Not all PF keys are used on any one screen.
- Only the relevant PF keys are displayed at the bottom of the screen or window.
- The functions assigned to PF13 through PF24 are equivalent to the functions assigned to PF1 through PF12. Exception : PF9 / PF21 (see PF Key Assignments below).
- To display line commands or the functions assigned to PF1 - PF12 or PF13 - PF24, press PF4 (Flip) or enter the FLIP direct command and press Enter.
- PF4 (Flip) also displays all available line commands.

PF Key Assignments

The following PF keys appear on all screens:

| PF Key | Function | Explanation |
|--------|----------|---|
| PF1 | Help | Display screen-sensitive Help |
| PF3 | Exit | Exit current screen and go to previous one |
| PF4 | Flip | Flip between PF1 - PF12, line commands and PF13 - PF24. |
| PF12 | Menu | Display Main Menu |

The following PF keys appear on object maintenance screens:

| PF Key | Function | Explanation |
|--------|----------|---|
| PF2 | Add | Add an object |
| PF5 | Do | Commit all modifications |
| PF6 | Undo | Back out all modifications |
| PF9 | Ext | Switch between long or short report/bundle names display. |

The following PF keys appear on list screens:

| PF Key | Function | Explanation |
|--------|----------|---|
| PF7 | Up | Scroll one screen backward |
| PF8 | Down | Scroll one screen forward |
| PF9 | Ext | Switch between long or short report/bundle names display. |
| PF10 | Left | Shift screen to the left |
| PF11 | Right | Shift screen to the right |

Note:

If a separate local function is assigned to the PF9 key, then the Ext function can only be invoked by using PF21.

Line Commands

Using Line Commands

Line commands are available whenever a list of objects is displayed on a screen. They are used to perform a predefined action on one object.

The available line commands appear in the Flip area at the bottom of the screen. If the PF keys are currently displayed there, press PF4 (Flip) to display the line commands.

To issue a line command for a specific object

- Enter the appropriate line command in the two-character command line preceding the object name in the Cmd column and press Enter.

Helps and Selection Windows for Line Commands

To invoke active Help

- Enter a question mark ? in the two-character command line.

A window appears that allows you to select a line command. This Help is also displayed if you enter an invalid line command.

For more information on the Line Command Help window, see the subsection Help Window - Selection Window.

Entering More Than One Line Command

You can enter more than one line command on a screen. They are executed in the following order:

1. Local commands such as DELETE, COPY or PRINT;
 2. External functions such as MODIFY, that involve additional screen processing.
- Once control has been passed to the external function, you can return to the list by just pressing PF3 (Exit).
 - If you invoke a direct command in the external function, you do not return to the list.

Commonly Used Line Commands

There are eight commonly used line commands:

| Command | Explanation |
|---------|--|
| AU | Authorize user access to an object. |
| CO | Copy an object. |
| DE | Delete an object. |
| DI | Display an object. |
| LI | List Active Reports. |
| LO | Display Log Information for an object. |
| MO | Modify an object. |
| RN | Rename an object. |

The following subsection explains how to use them.

For information on COPY, DELETE, DISPLAY, LIST and MODIFY as direct commands, see the subsections COPY Command, DELETE Command, DISPLAY Command, LIST Command, and MODIFY Command.

AU - Authorize User Access to an Object

This command enables you to grant authorization to other Users to display, modify and delete an object of which you are the **owner**.

For further information see the Section Authorizing User Access to Objects.

CO - Copy an Object

This command enables you to copy an object and its Authorization List of Users.

 **This example demonstrates copying the UEX-DEFAULT Report definition.**

- Enter CO in the two-character command line preceding UEX-DEFAULT and press Enter.

The Copy Report Definition window opens:

```

14:20:05          **** ENTIRE OUTPUT MANAGEMENT ****          2002-10-14
User ID BRY          - Report Maintenance -

Cmd Report          Authoriz T Description
-----
__ STD22-VENT90     ADMIN      C ( STD2 ) Standard Exit 2 example
__ STD22-VENT94     ADMIN      C ( STD2 ) Standard Exit 2 example
__ STD22-VENT96     ADMIN      C ( STD2 ) Standard Exit 2 example
__ TLINES-COPY-NO   ADMIN      M Test Report, Don't Care (M)
__ UEX-ADDFP-OPEN   ADMIN      M Exit ADDFP/OPEN separate sysout into
__ UEX-CARS-STD1    ADMIN      M Standard Exit 1 example
__ UEX-CREATE       ADMIN      M Exit CREATE report
co UEX-DEFAULT      ADMIN      D Report definition for undefined SYSOU
__ UEX-EMPL-STD1-ASA ADMIN      M Standard Exit 1 Example
__ UEX-EMPL-STD1-MCC ADMIN      S Standard Exit 1 Example
__ UEX-EMPL-STD2-ASA ADMIN      M Standard Exit 2 example
__ UEX-EMPL-STD2-MCC ADMIN      S Standard Exit 2 example
__ UEX-EMPL-STD31ASA ADMIN      M Standard Exit 3 example
__ UEX-EMPL-STD31MCC ADMIN      S Standard Exit 3 example
__ UEX-EMPL-STD32ASA ADMIN      M Standard Exit 3 example
More ...
Command =>
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help Add   Exit Flip          -      +      Selct <      >      Menu

```

▶ To copy the UEX-DEFAULT Report definition

- Type the name of the target Report in the To Report field, enter **Y** or **N** to copy authorization and press Enter.

A message confirms:

```
Report copied successfully
```

- Press PF3 to return to the Report Maintenance screen.

DE - Delete an Object

This command enables you to delete an object.

▶ This example demonstrates deleting the UEX-DEFAULT Report definition.

- Enter DE in the two-character command line preceding UEX-DEFAULT and press Enter.

If CONFIRM is set to OFF, the Report definition is deleted immediately.

If CONFIRM is set to ON, a window opens which asks you to confirm deletion by typing the name of the Report again:

```

14:24:38          **** ENTIRE OUTPUT MANAGEMENT ****          2002-10-14
User ID BRY          - Report Maintenance -

Cmd Report          Authoriz T Description
-----
__ STD22-VENT90     ADMIN      C ( STD2 ) Standard Exit 2 example
__ STD22-VENT94     ADMIN      C ( STD2 ) Standard Exit 2 example
__ STD22-VENT96     ADMIN      C ( STD2 ) Standard Exit 2 example
__ TLINES-COPY-NO   ADMIN      M Test Report, Don't Care (M)
__ UEX-ADDFP-OPEN   ADMIN      M Exit ADDFP/OPEN separate sysout into
-
_+-----+
d!  Please confirm the deletion of ... UEX-DEFAULT          !YSOU
_!  by entering its name again .....                      !
_!                                     !
_!  PF3 Exit                                               !
_!                                     !
_+-----+
__ UEX-EMPL-STD31MCC ADMIN      S Standard Exit 3 example
__ UEX-EMPL-STD32ASA ADMIN      M Standard Exit 3 example
More ...
Command =>
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help Add   Exit Flip          -      +      Selct <      >      Menu
    
```

- Type UEX-DEFAULT in the input field provided and press Enter.

A message confirms:

```

Object deleted
    
```

DI - Display an Object Definition

This command enables you to display the parameters contained in an object definition.

- On an Object Maintenance screen, enter DI in the two-character command line preceding the name of the object to be displayed and press Enter.

The Object Definition screen appears for the object you selected.

In display mode, you can only view the object parameters.
 You cannot enter or modify data because all fields are protected.

- Press PF3 to return to the Object Maintenance screen.

LO - Display Log Information for an Object

This command enables you to display log information for an object.
 This includes the date and time of the function performed on the object, the ID of the User who performed the function and a description of the function.

 **This example demonstrates displaying log information for the ADAREP-DB088 Report definition.**

- Enter LO in the two-character command line preceding ADAREP-DB088 on the Report Maintenance screen and press Enter.

The Log Display - Report screen appears for the ADAREP-DB088 Report:

```

15:39:27          **** ENTIRE OUTPUT MANAGEMENT ****          2003-05-15
User ID BRY          - Log Display Report ADAREP-DB088 -

Cmd Date      Time      Done By  Message
-----
__ 11/10/02  10:36:45  BRY      REPORT DEFINITION UPDATED__
__
__
__
__
__
__
__
__
__
__
__
__
__
__
__
__
__
__
__
__
__
All
Command =>
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help      Exit  Flip      -      +      <      >      Menu

```

- You can scroll up and down with PF7 (-) and PF8 (+).
- You can shift the screen display to the left with PF10 (<) and to the right with PF11 (>).

▶ For more information about a log entry

- Enter IN in the two-character command line preceding the log entry and press Enter.
- Press PF3 to return to the previous screen.

MO - Modify an Object

This command enables you to modify object parameters.

▶ This example demonstrates modifying the UEX-DEFAULT Report definition.

- Enter MO in the two-character command line preceding UEX-DEFAULT on the Report Maintenance screen and press Enter.

The Report Definition >General Attributes screen for UEX-DEFAULT appears:

```

15:45:19          **** ENTIRE OUTPUT MANAGEMENT ****          2003-05-15
User ID BRY      - Report Definition>General Attributes -

Report
  Name ..... UEX-DEFAULT_____
  Description ..... Report definition for undefined SYSOUT_____
  Type ..... D

Keywords ..... _____

Master Owner ..... FHI_____
Store in NOM DB ..... N

Archive directly ..... N
Archive type ..... _
Retention          Report      Archive      Revive
  Number ..... 1____      _____      _____
  Unit ..... A      -      -
  Calendar ..... _____      _____
  Action ..... P

Command => _____
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help Add   Exit Flip Do   Undo Ident Print Dist Separ      Menu
    
```

- Simply place the cursor on the field to be modified and type in the new data. When you have finished modifying the Report definition, press Enter.

Modifications with COMMIT ON

If COMMIT is set to ON all modifications are automatically committed when you press Enter or PF5 (Do).

A message confirms that the Report definition has been successfully modified:

```
Record modified
```

Note:

With COMMIT ON, **modifications are committed** and **original data lost**:

- when you press Enter and then PF3 (Exit), or
- when you press PF5 (Do) and then PF3 (Exit)

If COMMIT is set to OFF, when you have made modifications and press Enter or PF5 (Do), a message confirms that the modifications have been made:

```
Record modified
```

However, you have three alternatives:

- before leaving the record with PF3 (Exit), you can press PF6 (Undo) to cancel any updates made. This restores the previous contents to the modified or created record. A message confirms that the updates were not made:

```
All
modifications backed out
```

- before leaving the record with PF3 (Exit), you can press PF5 (Do) to commit your updates. A message confirms that the updates were made:

```
All modifications committed
```

- you can press PF3 (Exit). A window opens requesting you to explicitly confirm or undo the updates you have made:

```

15:52:15          **** ENTIRE OUTPUT MANAGEMENT ****          2003-05-15
User ID BRY      - Report Definition>General Attributes -

Report
  Name ..... UEX-DEFAULT_____
  Description ..... Report definition for undefined SYSOUT_____
  Type ..... D

Keywords ..... _____

Master Owner ..... FHI_____
Store in NOM DB ..... N

Archive directly ..... N
Archive type ..... -
Retention          Report      Archive      Revive
  Number ..... 2_____
  Unit ..... A          -          -
  Calendar ..... _____
  Action ..... P

NOM0032 Re +-----+
  Command = ! Enter Y to COMMIT N to BACKOUT modifications ==> _ ! _____
Enter-PF1- +-----+ 1--PF12---
          Help                               Menu

```

- Enter **Y** to commit your updates or **N** to undo them and press Enter. A message confirms your action.

RN - Rename an Object

This command enables you to change the name of an object.

 **This example demonstrates renaming the UEX-DEFAULT Report definition.**

- Enter RN in the two-character input field preceding UEX-DEFAULT and press Enter.

The Rename Report window opens:

```

15:57:50          **** ENTIRE OUTPUT MANAGEMENT ****          2003-05-15
User ID BRY          - Report Maintenance -

Cmd Report          Authoriz T Description
-----
U*
__ UEX-ADDFP-OPEN          ADMIN      M Exit ADDFP/OPEN separate sysout into
__ UEX-CARS-STD1 +-----+
__ UEX-CREATE          !
rn UEX-DEFAULT          !          - Rename Report -          ! SYSOU
__ UEX-EMPL-STD1          !
__ UEX-EMPL-STD1          !          Old name ..... UEX-DEFAULT          !
__ UEX-EMPL-STD2          !
__ UEX-EMPL-STD2          !          New name .....          !
__ UEX-EMPL-STD3          !
__ UEX-EMPL-STD3          !          PF3 Exit          !
__ UEX-EMPL-STD3          !
__ UEX-EMPL-STD3 +-----+
__ UEX-EMPL-STD33ASA          ADMIN      M Standard exit 3 example
__ UEX-EMPL-STD33MCC          ADMIN      S Standard exit 3 example
__ UEX-FORW-BACKW          ADMIN      S Exit FORW/BACKW/TOPP example

Top Of Data
Command =>
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help Add   Exit Flip          -      +      Selct <      >      Menu

```

▶ To rename the UEX-DEFAULT Report definition

- Type the new name in the New name field and press Enter.

The Report definition appears on the screen with its new name.

Direct Commands

Using Direct Commands

Direct commands access any screen in the system without passing the functional screen hierarchy.

Enter direct commands in the Command => line at the bottom of the screen just above the Flip area. Press Enter to invoke the command.

Syntax for Direct Commands

Direct commands have the following syntax:

```
command object-type [parameter-1] [parameter-2]
```

- A command may or may not have parameters.
- All parameters are positional, that means that they must be entered in a specific order.
- Optional parameters are noted as **[parameter]** in the Help.
- Mandatory parameters are noted as **parameter** in the Help.
- A command or object-type can be abbreviated to a unique abbreviation.

For example:

```
LIST USERS
is equivalent to LI U
```

You will find a list of all direct commands available in Entire Output Management and their syntax in the subsection Direct Commands.

Help and Selection Windows for Direct Commands

For information on Helps and selection windows for direct commands, see the subsection Helps and Selection Windows for Direct Commands.

Commonly Used Direct Commands

The following subsection explains how to use six important direct commands:

- ADD
- COPY
- DELETE
- DISPLAY
- LIST
- MODIFY
- SET

For information on the CO, DE, DI and MO line commands, see the subsections CO - Copy an Object, DE - Delete an Object, DI - Display an Object Definition, and MO - Modify an Object.

ADD Command

The direct command ADD is used to add object definitions for various Entire Output Management object types.

Object definitions can be added for the following object types:

| Object Type | Explanation |
|-------------|---------------------------------|
| BUNDLES | Add Bundle definition |
| CALENDARS | Add Calendar |
| FOLDER | Add Folder definition |
| LISTS | Add Distribution List |
| PHYSICAL | Add Physical Printer definition |
| PRINTERS | Add Logical Printer definition |
| REPORTS | Add Report definition |
| USERS | Add User definition |

and the following syntax should be used:

```
ADD [object-type]
```

For example, the command:

```
ADD REPORT
```

invokes the Report Definition screen for adding a new Report definition.

COPY Command

The direct command COPY is used to copy objects of various Entire Output Management object types.

Objects of the following object types can be copied:

| Object Type | Explanation |
|-------------|---------------------------------------|
| BUNDLES | Copy Bundle definition |
| PHYSICAL | Copy Physical Printer definition |
| PRINTERS | Copy Logical Printer definition |
| REPORTS | Copy Report definition |
| SECURITY | Copy Natural Security User definition |
| USERS | Copy User definition |

and the following syntax should be used:

```
COPY [object-type] [object-name]
```

For example, the command

```
COPY REPORT
ADAREP-DB088
```

copies the Report Definition for the Report ADAREP-DB088.

If you enter only the **object-type parameter**, you will be prompted for an object name. If the object does not exist, you will be presented with the relevant object maintenance list screen. You can then select the object to be copied.

DELETE Command

The direct command DELETE is used to delete objects of various Entire Output Management object types.

Objects of the following object types can be deleted:

| Object Type | Explanation |
|-------------|------------------------------------|
| BUNDLES | Delete Bundle definition |
| CALENDARS | Delete Calendar |
| LISTS | Delete Distribution List |
| PHYSICAL | Delete Physical Printer definition |
| PRINTERS | Delete Logical Printer definition |
| REPORTS | Delete Report definition |
| USERS | Delete User definition |

and the following syntax should be used:

```
DELETE [object-type] [object-name]
```

For example, the command:

```
DELETE
REPORT ADAREP-DB09
```

deletes the Report Definition for the Report ADAREP-DB09.

If you enter only the **object-type parameter**, you will be prompted for an object name. If the object does not exist, you will be presented with the relevant object maintenance list screen. You can then select the object to be deleted.

DISPLAY Command

The direct command DISPLAY is used to display objects of various Entire Output Management object types.

Objects of the following object types can be displayed:

| Object Type | Explanation |
|-------------|--------------------------------------|
| BUNDLES | Display Bundle definition |
| CALENDARS | Display Calendar |
| LISTS | Display Distribution List |
| PHYSICAL | Display Physical Printer definition |
| PRINTERS | Display Logical Printer definition |
| PROCESS | Display Report Processing parameters |
| PROFILE | Display User Profile |
| REPORTS | Display Report definition |
| USERS | Display User definition |

and the following syntax should be used:

```
DISPLAY object-type [object-name]
```

For example, the command:

```
DISPLAY
REPORT ADAREP-DB09
```

invokes the Report Definition screen for the Report ADAREP-DB09.

If you try to display a non-existing object, or if you enter only the **object-type parameter**, the Object Maintenance screen displays the list of objects for the object type. You can then select the object to be displayed.

LIST Command

The direct command LIST is used to invoke the Object Maintenance screens for various Entire Output Management object types.

Objects of the following object types can be listed:

| Object Type | Explanation |
|-------------|-----------------------------------|
| ABUNDLES | List Active Bundles |
| ARCHIVE | List Archive data sets |
| AREPORTS | List Active Reports |
| BUNDLES | List Bundle definitions |
| CALENDARS | List Calendars |
| LISTS | List Distribution Lists |
| PHYSICAL | List Physical Printer definitions |
| PRINTERS | List Logical Printer definitions |
| PRINTOUTS | List queued Printouts |
| REPORTS | List Report definitions |
| USERS | List User definitions |

and the following syntax should be used:

```
LIST [object-type][object-name]
```

For example, the command:

```
LIST
REPORT ADA*
```

invokes the Report Maintenance screen which lists all Reports with names beginning with ADA.

MODIFY Command

The direct command MODIFY is used to modify objects of various Entire Output Management object types.

Objects of the following object types can be modified:

| Object Type | Explanation |
|-------------|-------------------------------------|
| BUNDLES | Modify Bundle definition |
| CALENDARS | Modify Calendar |
| LISTS | Modify Distribution List |
| MONITOR | Modify Monitor definition |
| PHYSICAL | Modify Physical Printer definition |
| PRINTERS | Modify Logical Printer definition |
| PROCESS | Modify Report Processing parameters |
| PROFILE | Modify User Profile |
| REPORTS | Modify Report definition |
| USERS | Modify User definition |

and the following syntax should be used:

```
MODIFY [object-type] [object-name]
```

For example, the command:

```
MODIFY  
REPORT ADAREP-DB09
```

invokes the Report Definition screen for the Report ADAREP-DB09.

If you try to modify a non-existing object, or if you enter only the **object-type** parameter, the Object Maintenance screen displays the list of objects for the object type. You can then select the object to be modified.

SET Command

The direct command SET is used to set various Entire Output Management session parameters.

The following SET commands are available:

- SET COMMIT ON/OFF
- SET CONFIRM ON/OFF
- SET LANGUAGE 1
- SET LANGUAGE 2

SET COMMIT ON/OFF

- **SET COMMIT OFF**

This is the default setting. When you have modified an object and exit without pressing PF5 (Do) to commit your changes, a window opens and you must enter **Y** or **N**.

You can change COMMIT to ON with the direct command: SET COMMIT ON.

- **SET COMMIT ON**

In this case, the window does not open and modifications are committed by simply pressing Enter or PF5 (Do).

If you want the window to appear again, issue the direct command: SET COMMIT OFF.

For more detailed information about COMMIT ON/OFF, see the subsection MO - Modify an Object.

SET CONFIRM ON/OFF

- **SET CONFIRM ON**

This is the default setting. When you delete an object, a window opens, requesting you to confirm deletion by typing the object name again.

You can change CONFIRM to OFF with the direct command SET CONFIRM OFF.

- **SET CONFIRM OFF**

In this case, the object is deleted immediately and you are not asked to confirm.

If you want the window requesting confirmation to appear again, issue the direct command SET CONFIRM ON.

For more information about CONFIRM ON/OFF, see the subsection DE - Delete an Object.

- **SET LANGUAGE 1**

Set language for the user interface to English.

- **SET LANGUAGE 2**

Set language for the user interface to German.

Help Facility

Getting Help in Entire Output Management

There are two types of Help in Entire Output Management:

▶ **Help screens - screen-sensitive Help**

- Press PF1 or enter HELP in the direct command line and press Enter.

This displays a Help screen for the current menu, screen or window.

▶ **Help windows - field-sensitive Help**

- Enter a question mark ? in any input field and press Enter.

This opens a Help window or selection window for the input field.

The field-sensitive Help can take two forms:

- **Passive Help window**

Explains the field and its relationship to other fields on the screen.

This Help can also be followed by an active Help.

- **Active Help - Selection windows**

This is usually a selection list, displaying a list of data items that you can select.

When selected, a data item is automatically written to the field from which the Help was invoked.

Help Window - Selection Window

A selection window displays a list of data items.

You can enter one of these items in the input field by simply entering any character in the field preceding the data item and pressing Enter.

▶ **Example: to display the Line Command Help window for the Report Maintenance screen above**

- Enter a question mark ? in a line command input field preceding any Report name and press Enter.

The Line Command Help window opens:

```

+-----+ NAGEMENT ****                2003-05-15
!
!           Line Commands           !
!           !                       !
! DE  Delete Report                 !
! MO  Modify Report                 !
! DI  Display Report                !
! CO  Copy Report                   !
! AU  Authorization definition      !
! LO  Display log information        !
! RN  Rename Report                !
! LI  List active Reports           !
! LK  List active Reports by Keyword !
!
!
!
!
!           Select ==> __          !
!
+-----+ it FORW/BACKW/TOPP example
Top Of Data
Command => _____
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help Add   Exit Flip           -       +       Selct <   >       Menu

```

▶ You can then select a line command

- By simply entering its two-character code in the window after the Select ==> prompt. Press Enter.

The line command selected is written to the field from which the Help was invoked. For more information on line commands, see the subsection Using Line Commands.

For example, if you enter MO in the example above, it is written to the two-character input field preceding ADABAS-DEFAULT and the command is executed.

Helps and Selection Windows for Direct Commands

- **Incorrect command:**

When a **command** is **incorrect**, a window listing valid commands opens.

The user can then select any command by marking it with any character and pressing Enter. To make no selection and return to the screen from which the direct command was invoked, the user can press PF3 (Exit).

If a non-unique abbreviation was used for a command, the window lists only those commands starting with the given abbreviation.

- **Incorrect object type:**

When the specified **object type** is **incorrect**, a window opens which lists all object types valid for the specified command. The user can then select any object type by marking it with any character and pressing Enter. To make no selection and return to the screen from which the direct command was issued, the user can press PF3 (Exit).

Some commands have a mandatory parameter: if this is not supplied with the command, a window opens in which the user can enter the parameter.

- **Incorrect parameter:**

If the **parameter** is **incorrect**, this is detected only after the command has been executed, so the appropriate list screen for the command is always displayed.

For example, if the following modify command was entered:

```
MODIFY  
REPORT Fiction
```

and a Report with the name Fiction cannot be found, the Report Maintenance screen automatically appears.

Defining A Report

This section explains how to create and modify definitions for the Reports you want to produce and how to trace all the steps involved in Report processing.

This section covers the following topics:

- What Is a Report?
- Spool Data Set and Reports
- Identification Attributes
- Listing Report Definitions
- Adding Report Definitions
- Tracing Report Processing
- Other Report Maintenance Functions

What Is a Report?

A Report is the basic object processed by Entire Output Management and refers to a spool data set in a job or to part of it.

Defining a Report involves:

- creating a Report definition that can identify the jobs where the spool data set can be found;
- creating User Routines or using Standard Routines to extract the important data from the spool data set;
- defining Report Processing: storage, distribution and printing of the Report you have produced;
- creating individual layouts for addressees.

Spool Data Set and Report

A spool data set is identified as containing a Report if its Spool Attributes match the identification attributes of one or more Report definitions.

One complete spool data set can constitute a Report or it can be separated into smaller Reports.

To separate a spool data set into several Reports, you can use your own Natural User Routines or one of the Entire Output Management Standard Separation Routines. For more information on User Routines, see the Section Printer Exits, User Routines and Separator Pages in the System Programmer's Documentation.

Identification Attributes

Entire Output Management processes the spool data set one time for each Report definition as identified by its attributes. Each Report can have its own:

- General Attributes
- POWER, BS2000/OSD, JES, 3GL Interface, SAP, CMA-SPOOL, UNIX and Natural Attributes
- Printing Attributes
- Distribution Attributes
- Report Layout Attributes
- Separation Attributes
 - User Routines
 - Standard Separation Routines

Listing Report Definitions

Immediately after logging on, the Main Menu appears:

```

10:27:20          **** Entire Output Management ****          2000-11-15
User ID GHH          - Main Menu -

Maintenance Functions          DC Solutions

  1 Reports                20 Entire Operations (V141)
  2 Bundles                21 Entire Event Management (V131)
  3 Printers              22 Natural ISPF (V141)
  4 Distribution Lists

Control Functions          Applications

  5 Active Reports        30 Natural Advanced Facilities
  6 Active Bundles        31 Entire System Server Tutorial
  7 Printouts Queue       32 CON-NECT
  8 System Administration 33 KIDICAP 2000
  9 Archive Administration

10 Help

Please select option.
Command => _____
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help           Exit Flip

```

To list all Report definitions

- Enter 1 (for Reports) in the command line of the Main Menu and press Enter.

If long report and bundle names are displayed by the system (see settings in System Defaults and Adding a User Profile), the Report Maintenance screen will take the following form:

Report Maintenance Screen

```

16:21:24          **** ENTIRE OUTPUT MANAGEMENT ****          2000-11-15
User ID GHH          - Report Maintenance -

Cmd Report          Authoriz T Description
-----
__ UEX-GO           ADMIN    S Exit GOTO/GOTOP/NEXTP example
__ UEX-INSL-ADDP    ADMIN    M Exit INSL/ADDP change first line of e
__ UKSJU-ABEND      ADMIN    M separation exit abends with a s0c7
__ UKSJU-BIG-SEP    ADMIN    M A big report that gets separated
__ UKSJU-COBOL      ADMIN    M Report created by COBOL program using
__ UKSJU-DEST       ADMIN    M Should be copied to container file 9,
__ UKSJU-DEST-SEP   ADMIN    M Should be copied to container file 9,
__ UKSJU-FILE       ADMIN    M Create report from sequential file
__ UKSJU-HANG       ADMIN    M separation exit issues a wtor
__ UKSJU-IMMARC     ADMIN    M immediately archived
__ UKSJU-INSL       ADMIN    S SEP EXIT INSERTS LINES
__ UKSJU-NAF-ANYPROF ADMIN    M create report for nomprt*
__ UKSJU-NAF-NAME1  ADMIN    M
__ UKSJU-NAF-NAME2  ADMIN    M
__ UKSJU-NAF-NAME3  ADMIN    M
More ...
Command =>
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help Add  Exit Flip          -      +      Selct <      >      Menu
    
```

To display the remaining description

- You can move this screen to the left and right using the the PF10 and PF11 keys:

```

16:22:01          **** ENTIRE OUTPUT MANAGEMENT ****          2000-11-15
User ID GHH          - Report Maintenance -

Cmd Report          Description
-----
__ UEX-GO           Exit GOTO/GOTOP/NEXTP example
__ UEX-INSL-ADDP    Exit INSL/ADDP change first line of every page
__ UKSJU-ABEND      separation exit abends with a s0c7
__ UKSJU-BIG-SEP    A big report that gets separated
__ UKSJU-COBOL      Report created by COBOL program using NOMPUT
__ UKSJU-DEST       Should be copied to container file 9,247
__ UKSJU-DEST-SEP   Should be copied to container file 9,247
__ UKSJU-FILE       Create report from sequential file
__ UKSJU-HANG       separation exit issues a wtor
__ UKSJU-IMMARC     immediately archived
__ UKSJU-INSL       SEP EXIT INSERTS LINES
__ UKSJU-NAF-ANYPROF create report for nomprt*
__ UKSJU-NAF-NAME1
__ UKSJU-NAF-NAME2
__ UKSJU-NAF-NAME3
More ...
Command =>
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help Add  Exit Flip          -      +      Selct <      >      Menu
    
```

By pressing PF21 (Ext), you can switch to short names display.
 Then the Report Maintenance screen will take the following form:

```

16:26:45          **** ENTIRE OUTPUT MANAGEMENT **** 2000-11-15
User ID GHH          - Report Maintenance -

Cmd Report          Authoriz T Description
-----
__ UEX-GO           ADMIN   S Exit GOTO/GOTOP/NEXTP example
__ UEX-INSL-ADDP    ADMIN   M Exit INSL/ADDP change first line of every pag
__ UKSJU-ABEND      ADMIN   M separation exit abends with a s0c7
__ UKSJU-BIG-SEP    ADMIN   M A big report that gets separated
__ UKSJU-COBOL      ADMIN   M Report created by COBOL program using NOMPUT
__ UKSJU-DEST       ADMIN   M Should be copied to container file 9,247
__ UKSJU-DEST-SEP   ADMIN   M Should be copied to container file 9,247
__ UKSJU-FILE       ADMIN   M Create report from sequential file
__ UKSJU-HANG       ADMIN   M separation exit issues a wtor
__ UKSJU-IMMARC     ADMIN   M immediately archived
__ UKSJU-INSL       ADMIN   S SEP EXIT INSERTS LINES
__ UKSJU-NAF-ANYPROF ADMIN   M create report for nomprt*
__ UKSJU-NAF-NAME1  ADMIN   M
__ UKSJU-NAF-NAME2  ADMIN   M
__ UKSJU-NAF-NAME3  ADMIN   M
More ...
Command =>
Enter-PF13--PF14--PF15--PF16--PF17--PF18--PF19--PF20--PF21--PF22--PF23--PF24---
      Help Add   Exit Flip          -      +      Ext          Menu
    
```

These screens list in alphabetical order all Reports, which were defined by the User, created by someone else who authorized this user to process them, or generated automatically by a Standard Separation Routine or a User Routine.

Special PF Key Assignments: Report Maintenance

| PF Key | Function | Explanation |
|--------|----------|---|
| PF2 | Add | Add a Report definition. See the subsection Adding a Report Definition. |
| PF9 | Selct | Select Reports with selection criteria. See the subsection Listing Report Definitions according to Selection Criteria. |
| PF21 | Ext | Switch between display of long and short report names. |

Available Line Commands: Report Maintenance

The following line commands are available:

| Command | Meaning |
|---------|--|
| AU | Authorization. Authorize other Users to process the Report. Only Users with owner authorization for the Report can perform this function. See the Section Authorizing User Access to Objects. |
| CO | Copy Report definition (including Report Processing). A window opens where you can enter the name of the target Report. |
| DE | Delete Report definition. |
| DI | Display Report definition. |
| LI | List Active Reports for a Report definition. For more information, see the subsection List Active Reports for Selected Report Definition. |
| LK | List Active Reports by keyword. For more information, see also Section Active Reports and Folders. |
| LO | Log. Display Log information about maintenance activity on this Report, such as who last modified it and who created it. |
| MO | Modify Report definition. |
| RN | Rename Report. |

Column Headings: Report Maintenance

If a column heading is marked with an asterisk * below, you can enter selection criteria with an asterisk in the field directly beneath the heading on the Report Maintenance screen.

- **Cmd**
Enter a two-character line command.
- **Report ***
Enter selection criteria for the Report name.
- **Authoriz ***
Authorization used to access the Report. You can enter: PUBLIC, a User ID or the name of a Distribution List to list selected Reports. ADMIN indicates that you are defined as Administrator with Owner authorization for the listed Reports. ADMIN cannot be used as selection criterion.
- **T ***
Report type.

| Possible values: | |
|------------------|-----------------------|
| C | Created definition |
| D | Default definition |
| M | Master definition. |
| S | Suspended definition. |

- **Description**
A short description of the Report.

Adding a Report Definition

General Attributes

To ADD a Report definition

- Press PF2 on the Report Maintenance screen.

The Report Definition >General Attributes screen appears:

```

15:12:25          **** Entire Output Management ****          13/10/1999
User ID GHH      - Report Definition >General Attributes -

Report
  Name .....
  Description .....
  Type ..... M

Keywords .....

Master Owner .....
Store in NOM DB ..... Y

Archive directly ..... N
Archive type ..... -
Retention          Report      Archive      Revive
  Number ..... 1_          _          _
  Unit ..... A          -          -
  Calendar .....
  Action ..... P

Command =>
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help  Add   Exit  Flip                      Ext           Menu
    
```

This screen is used to create a Report by defining its general attributes: name, type, owner and certain storage, archiving and retention parameters.

Some fields are initialized with the values specified in the Report Processing Defaults. For more information, see the subsection Report Processing Defaults in the System Programmer's Documentation.

Special PF Keys

Note:

These PF key assignments appear only after you have entered a Report name and pressed Enter. But PF9 and PF21 always appear.

| PF Key | Function | Explanation |
|--------|----------|--|
| PF7 | Ident | Define how Reports are identified in the spool (available, only if Report Type is S , D or M) See Report Identification for POWER. |
| PF8 | Print | Define how Reports are automatically printed. See Printing Attributes. |
| PF9 | Dist | Define how Reports are distributed. See Distribution Attributes. |
| PF10 | Separ | Define how Reports are separated with User Routines or Standard Routines. (available, only if Report Type is S , D or M). See Separation Attributes. |
| PF21 | Ext | Switch between display of long and short report names. |

Field Descriptions

Report

- **Name**
You must enter a Report name before any other data when creating a new Report. This field is protected when modifying an existing Report.
- **Description**
Enter a short description for the Report.
- **Type:**

| Possible values: | | |
|------------------|--------------------------|---|
| C | Created definition | A definition created automatically during processing of a Master Report or default definition or copied from another created definition. You cannot define a Report as type C. |
| D | Default definition | A definition containing identification and processing rules used to process spool data not identified by a suitable Master Report definition. For example: ADAREP* - all jobs whose names begin with ADAREP and which have no suitable Master Report definition. |
| M | Master Report definition | A definition containing identification and processing rules used to process one or more spool files. For example: ADAREP20 - all ADAREP20 jobs. |
| S | Suspended definition | A definition that is not currently being used. |

- **Keywords**
Enter up to 3 keywords which will later help you select Reports.
- **Master Owner**
The Monitor takes the User ID of the Master Owner to submit print jobs for Reports to be scheduled for automatic printing.
This field is initialized with the User ID of the person adding the Report.
- **Store In NOM DB**
Enter **Y** to take Report contents from the spool and store them in the Entire Output Management Data Base for later viewing or archiving.

Note:

If you do not specify a storage location (Entire Output Management/ Connect), then the Report stays in the spool.

- **Archive directly - Y/N/I**

Enter **Y** if you want to archive a Report automatically after creating it and when processing is completed. The contents of an Active Report are then no longer available online, when archived using **Y**.

Enter **N** if you do not want automatic archiving.

Enter **I** for immediate archiving. The active report is archived the next time the archive job runs, but its contents are still available for on-line viewing until it reaches its expiry date. After this, the report contents only exist in the archive dataset and the active report must be revived before it can be viewed or printed again.

- **Archive type**

If the report is to be archived to a user-defined archive, enter the number of the required archive type. Leave empty (or enter 0) to archive the report on a standard NOM archive file. Enter an asterisk * to select a user defined archive.

Retention

- **Report**

The Report retention period determines how long the Active Report is available online for browsing and printing. If this retention period expires, the Active Report is either marked for archiving or purged (see the field Action).

- **Number**

Enter the number of working days, absolute days, weeks or months the Report should be available online. When you specify **working days**, you **must** enter the name of a Calendar in the Calendar field to include only working days.

The default is the system-wide period defined by the system administrator.

- **Unit**

W Working days

A Absolute days

V Weeks

M Months

G Generations (instances of the active report)

- **Calendar**

Select a Calendar, if you specify **W** working days as the unit for the retention period.

- **Action**

Enter **A** to archive the Report when the retention period expires.

Enter **P** to purge the Report when the retention period expires.

When an Active Report is archived, its contents are no longer available online.

- **Archive**

Enter the length of time the Active Report is to be kept in the Archive. When this period expires, the Active Report is deleted from the Archive Data Set. An Active Report can be archived no matter where it is stored.

- **Number**

Enter the number of days, weeks, months or years the Active Report is to be kept in the Archive.

- **Unit**

D Days

W Weeks

M Months

Y Years

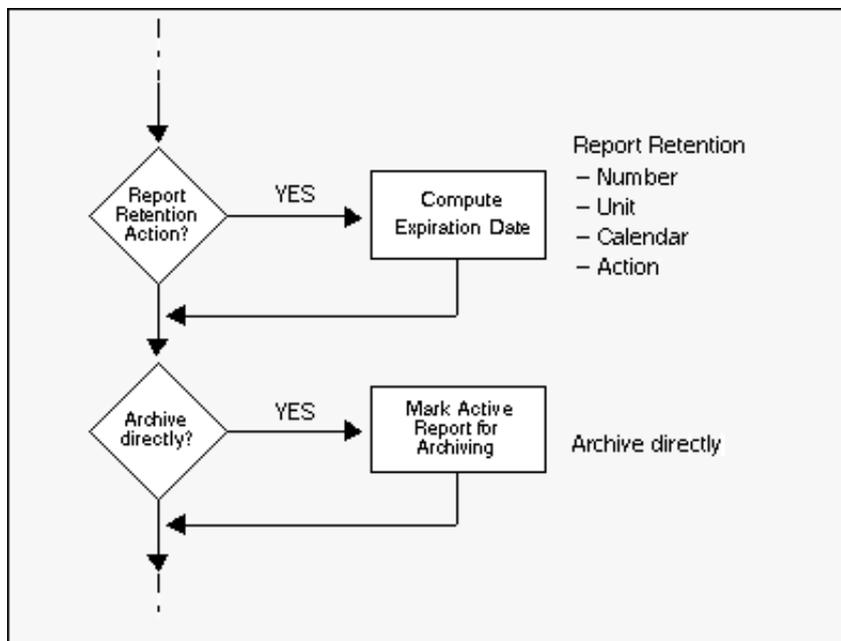
- **Revive**

Enter the length of time the contents of a revived Active Report are to be available online for browsing and printing. When this period expires, this 'copy' of the archived Report is purged automatically.

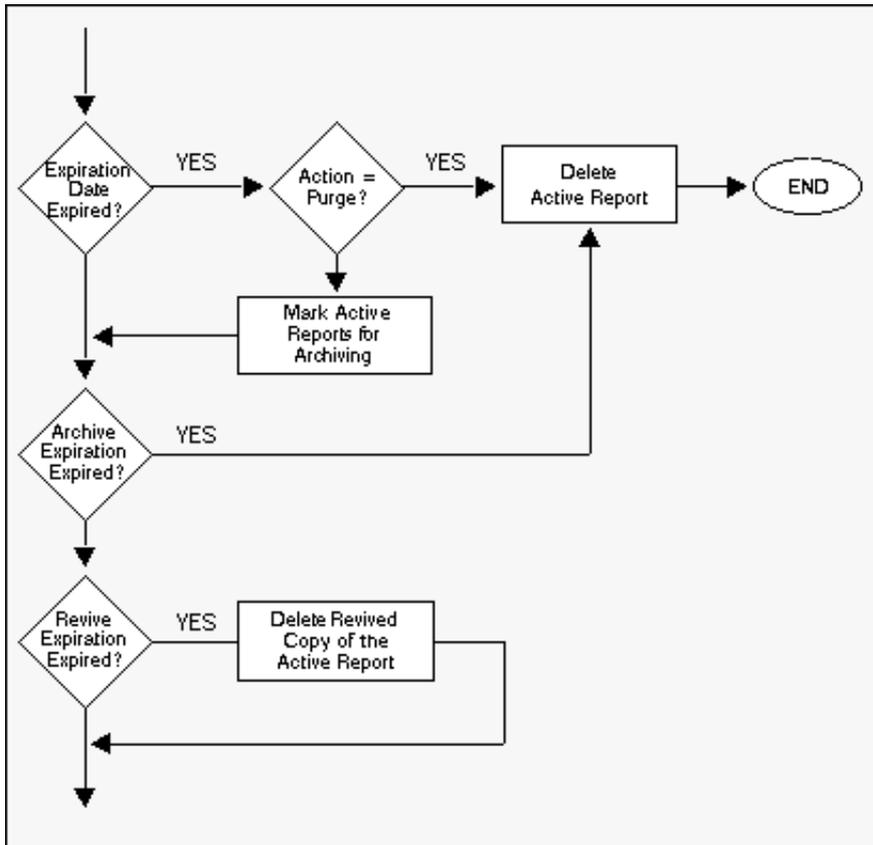
Enter values for Number, Unit and Calendar fields as described for Report above.

Life Cycles of Active Report/Attributes

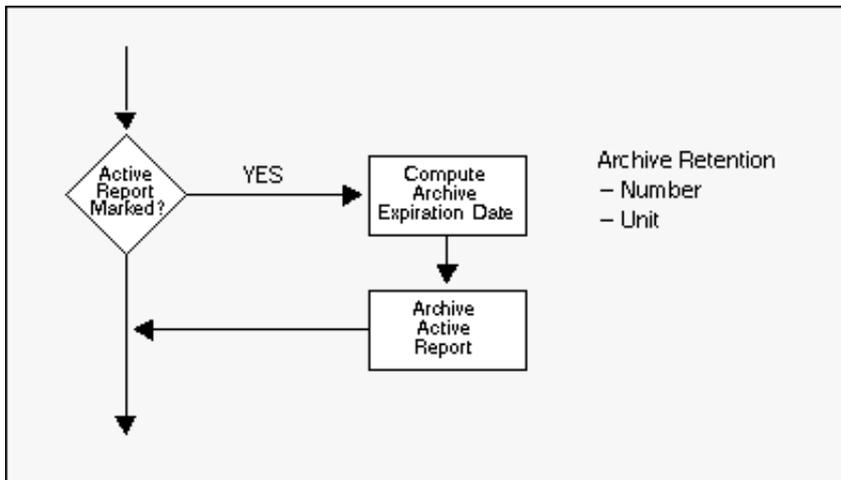
Report Creation



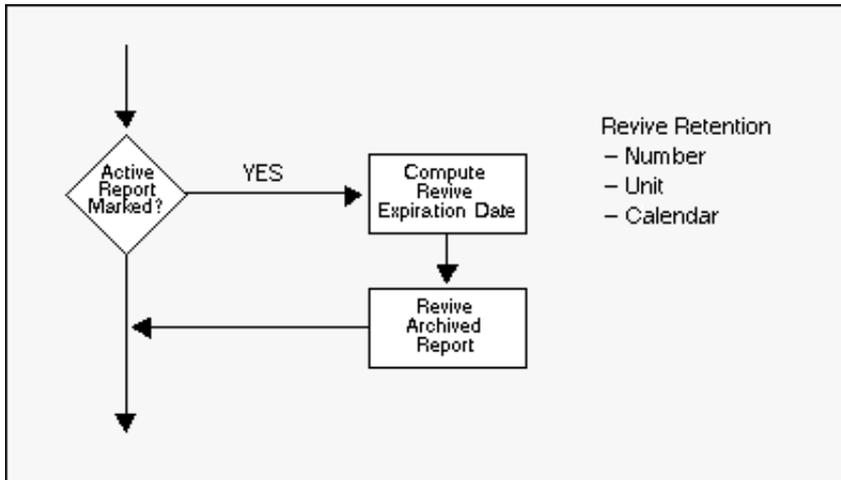
Daily Cleanup Processing



Archive Processing



Revive Processing



Report Identification for POWER

► To define or modify Report identification for POWER

- Press PF7 (Ident) on the Report Definition >General Attributes screen.

The Report Definition >POWER Identification screen appears:

```

15:27:59          **** ENTIRE OUTPUT MANAGEMENT ****          2000-11-15
User ID GHH      - Report Definition >POWER Identification -

Report
  Name ..... ADABAS-DEFAULT_____

POWER Attributes
  Jobname ..... ADA*____ or Destination ..... _____
  or Form ..... _____

and Data Sets ..... _____
_____
_____
_____
_____
_____
_____

Command => _____
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help      Exit  Flip  Do    Undo  Unix  3GL  NAT      SAP  Menu
    
```

This screen is used to define how Reports are identified in the POWER spool. The Report can be identified by job name, destination or form and a spool data set qualification.

Special PF Keys

| PF Key | Function | Explanation |
|--------|----------|--|
| PF7 | Unix | Define Attributes for Unix/Windows Nodes identifying the report. |
| PF8 | 3GL | Define attributes for 3GL Interface. |
| PF9 | NAT | Define attributes for Natural Reports. |
| PF11 | SAP | Define attributes for SAP Spool. |
| PF21 | Ext | Switch between display of long and short report names. |

Field Descriptions

POWER Attributes

- **Jobname**

If you want to identify the Report by the name of the originating job, enter a job name here. You can also use an asterisk * to enter selection criteria for the job name. For example, for all jobs beginning with IEE, enter IEE*. You can select the spool data sets in this job to be assigned to the Report by filling in the **and Data Sets** fields.

- **or Destination**

If you want to identify the Report by the DEST parameter of the originating job, enter the destination here.

- **or Form**

If you want to identify the Report by the FORM parameter of the originating job, enter the form here.

Note:

You must enter a value for at least one of the above POWER Attributes. These attributes are the primary selection criteria for Report definitions. A Report definition is considered identified if at least one primary selection criterion is found. Note that the number of the identified definitions is limited by the primary selection criteria. Use the file names to make a secondary selection.

- **and Data Sets**

To specify the spool data sets in the selected jobs which identify the Report(s), fill in these fields as follows:

- LS (POWER List Queue)
- Data set name, if spool data resides in a sequential file.

The following special characters are supported as placeholders:

| Special Character | Meaning |
|-------------------|---|
| ? (question mark) | Indicates a single position that is not to be checked. |
| _ (underline) | Same as question mark ? |
| * (asterisk) | Indicates any number of positions not to be checked. Example: *EMPL_YEE* |

Note:

Processing of sequential files is also triggered by spool queue entries. The corresponding spool file does not contain print data, but points to the sequential file. The pointer can be created with any utility (for example, a Natural program) and must have the following attributes:

```
NOM DSN=<data-set-name> VOL=<volser>
NOM RECFM=<recform> RECSIZE=<record-length>
NOM BLKSIZE=<block-size> CC=<carriage-control>
```

- Maximum length of the DSN pattern to identify the data set is 22.
- Maximum length of the input data set name is 26.
- Carriage control = ASA, MACHINE or NONE.
- Data set is renamed before processing.

Report Identification for BS2000/OSD

▶ To define or modify Report identification for BS2000/OSD

- Press PF7 (Ident) on the Report Definition >General Attributes screen.

The Report Definition >BS2000/OSD Identification screen appears:

```

15:20:30          **** ENTIRE OUTPUT MANAGEMENT ****          2000-11-15
User ID NOM      - Report Definition >BS2000/OSD Identification -

Report
  Name ..... ADAREP-DB063_____

PRINT Attributes
  Pname ..... ADARE063  or  User ID ..... _____
  or Form ..... _____

and Data Sets ..... L.ADAREP.063*_____
_____
_____
_____
_____
_____
_____

Command => _____
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help      Exit  Flip  Do    Undo  Unix  3GL  NAT      SAP  Menu
    
```

This screen is used to define how Reports are identified in the BS2000/OSD spool. (Queue for a virtual printer). The Report can be identified by the PNAME option of the BS2000/OSD print command, by the BS2000/OSD user ID or the FORM option of the print command and by the completely or partially qualified file name.

Special PF Keys

| PF Key | Function | Explanation |
|--------|----------|--|
| PF7 | Unix | Define Attributes for Unix/Windows Nodes identifying the report. |
| PF8 | 3GL | Define attributes for 3GL Interface. |
| PF9 | NAT | Define attributes for Natural Reports. |
| PF11 | SAP | Define attributes for SAP Spool. |
| PF21 | Ext | Switch between display of long and short report names. |

Field Descriptions

PRINT Attributes

- **Pname**
If you want to identify the Report by the PNAME option of the print command (/Print ...,PNAME=ADAREP), enter the PNAME here. You can also use an asterisk * to enter selection criteria for the job name. For example, for all jobs beginning with ADA, enter ADA*.
- **or User ID**
BS2000/OSD user ID under which the print command was entered. If you want to identify the Report with this ID, enter it here (e.g.: PROD01).
- **or Form**
If you want to identify the Report by the FORM parameter of the originating job, enter the form here.

Note:

You must enter a value for at least one of the above PRINT Attributes. These attributes are the primary selection criteria for Report definitions. A Report definition is considered identified if at least one primary selection criterion is found. Note that the number of the identified definitions is limited by the primary selection criteria. Use the file names to make a secondary selection.

- **and File**
Enter a completely or partially qualified file name which identifies the Report (secondary selection). A Report definition is considered identified if, in addition to one of the primary selection criteria, one of the files from the file list is selected.

For example:

If you enter the value ADA* for Pname and the value *L.ADAREP.* for And File, all files are identified whose PNAME begins with ADA and whose file name contains the string L.ADAREP..

The following special characters are supported as placeholders:

| Special Character | Meaning |
|-------------------|---|
| ? (question mark) | Indicates a single position that is not to be checked. |
| _ (underline) | Same as question mark ? |
| * (asterisk) | Indicates any number of positions not to be checked. Example: *EMPL_YEE* |

Note:

The RECFORM parameter of the file allows you to determine whether the print file contains carriage control characters and, if so, which ones:

| | |
|-----------------|--|
| (F,A),(V,A),... | contains ASA carriage control characters |
| (F,M),(V,M),... | contains ENDIC carriage control characters |
| (F,N),(V,N),... | contains no carriage control characters |

We recommend using files with fixed record length, because positioning within these files is easier than within files with variable record length.

Warning:

Files with fixed record length that were expanded with OPEN-EXTENT are not supported.

Report Identification for JES

▶ To define or modify Report identification for JES

- Press PF7 (Ident) on the Report Definition >General Attributes screen.

The Report Definition >JES Identification screen appears:

```

16:00:46          **** ENTIRE OUTPUT MANAGEMENT ****          2000-11-15
User ID GHH      - Report Definition >JES Identification -

Report
  Name ..... A-SAP-DEFAULT_____ Long records ..... _

JES Attributes
  Jobname ..... X_____ or Destination ..... _____
  or Writer ..... _____ or Form ..... _____

and Data Sets ..... _____
                    _____
                    _____
                    _____
                    _____
                    _____
                    _____
                    _____

Command => _____
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help      Exit  Flip  Do    Undo  Unix  3GL  NAT  CMA  SAP  Menu
    
```

This screen is used to define how Reports are identified in the JES spool. The Report can be identified by job name, destination, writer or form and a spool data set qualification.

Special PF Keys

| PF Key | Function | Explanation |
|--------|----------|--|
| PF7 | Unix | Define Attributes for Unix/Windows Nodes identifying the report. |
| PF8 | 3GL | Define attributes for 3GL Interface. |
| PF9 | NAT | Define attributes for Natural Reports. |
| PF10 | CMA | Define attributes for CMA Spool Reports. |
| PF11 | SAP | Define attributes for SAP Spool. |
| PF21 | Ext | Switch between display of long and short report names. |

Field Descriptions

- **Long records**
Enter **Y**, if the report is created from spool files containing long records. (This field appears only if spool type is JES2 and a long record container has been defined.)

JES Attributes

- **Jobname**

If you want to identify the Report by the name of the originating job, enter a job name here. You can also use an asterisk * to enter selection criteria for the job name. For example, for all jobs beginning with IEE, enter IEE*. You can select the spool data sets in this job to be assigned to the Report by filling in the And Data Sets fields.

- **or Destination**

If you want to identify the spool data set by the Destination parameter of the originating job, enter the destination here.

- **or Writer**

If you want to identify the spool data set by the External Writer parameter of the data set, enter the writer name. This links the Report to the spool data set assigned to this writer name. If you use an External Writer similar to the Report name, it makes identification easier.

- **or Form**

If you want to identify the Report by the FORMS parameter of the originating job, enter the form here.

Note:

You must enter a value for at least one of the above JES Attributes. These attributes are the primary selection criteria for Report definitions. A Report definition is considered identified if at least one primary selection criterion is found. Note that the number of the identified definitions is limited by the primary selection criteria. Use the file names to make a secondary selection.

and Data Sets

Spool Data Sets

 **To specify the spool data sets in the selected jobs which identify the Report(s)**

- Fill in these fields as follows:
 - Either enter: <file type> <file sequence number>
File type can be:
 - **JL** JCL statements.
 - **SI** System input.
 - **SM** System messages.
 - **SO** System output.
- Example: enter SO 1 for the first SYSOUT data set or SO 1:2 for the first and second SYSOUT data sets.

OR

- enter a list of full DDNAME qualifiers in the format:

```
<PROCNAME> . <STEPNAME> . <DDNAME>
```

For example:

```
PROC1 . STEP1 . DDN1
```

PROCNAME and STEPNAME are not mandatory, and when missing are assumed to be * (any). You can use an asterisk (*) to enter selection criteria for the data set names, for example:

```
* . STEP1 . DDN1
```

This refers to a spool data set with STEPNAME=STEP1, DDNAME=DDN1 and any procedure name.

```
*.*.DDN1, *.DDN1 or DDN1
```

for example, are equivalent and they refer to a spool data set with DDNAME=DDN1 in any procedure name or step name in the job.

Note:

If more than one JES2 spool data set of a job is to be processed by Entire Output Management, then the job's spool data sets, which are to be processed, must all have the same group ID and all be together in a class reserved for Entire Output Management. If this is not achieved by the DD statements, but by a program via Entire System Server functions, for example, then the view SPOOL-UPDATE should be used as follows:

```
PROCESS SPOOL-UPDATE
        USING FUNCTION      = 'CHANGE'
        USING JOB-NAME      = #JOB-NAME
        USING JOB-NUMBER    = #JOB-NUMBER
        USING GROUP-ID      = #GROUP-ID
        USING CLASS         = #NOM-CLASS
        USING NODE          = #NODE
        GIVING ERROR-CODE
                ERROR-TEXT
```

Sequential Files

Enter data set name, if spool data resides in a sequential file. The data set name is preceded by DSN=. The following special characters are supported as placeholders:

| Special Character | Meaning |
|-------------------|---|
| ? (question mark) | Indicates a single position that is not to be checked. |
| _ (underline) | Same as question mark ? |
| * (asterisk) | Indicates any number of positions not to be checked. Example: DSN=*EMPL_YEE* |

Note:

Processing of sequential files is also triggered by spool queue entries. The corresponding spool file does not contain print data, but points to the sequential file. The pointer can be created with any utility and must have the following attributes:

NOM DSN=<data-set-name>

- Maximum length of the DSN pattern to identify the data set is 22. That is, it must begin with "DSN=" and can then have up to 22 characters, including wildcards.
- Maximum length of the input data set name contained in the spool file is 26.
- The STEPNAME to create the spool data set must be NOMDSN.

Example:

```
//JOB 1          JOB...
.....
//NOMDSN        EXEC          PGM=IEBGENER
//SYSPRINT      DD            SYSOUT=*
//SYSUT2        DD            SYSOUT=3
//SYSIN         DD            DUMMY
//SYSUT1        DD *
NOM DSN=OUTPUT.LISTING
/*
```

Report Identification for 3GL Interface

▶ To define or modify Report identification for a 3GL interface

- Press PF8 (3GL) on the Report Definition >JES Identification screen.

The Report Definition >3GL Identification screen appears:

```
14:44:29          **** ENTIRE OUTPUT MANAGEMENT ****          2000-11-15
User ID GHH      - Report Definition >3GL Identification -

Report
  Name ..... USR104-TEST_____

3GL Interface 104 Attributes
  User ID ..... MRS*____ or Terminal ID ..... _____ or
  Program ..... _____
and
  List-Name ..... _____
  _____
  _____
  _____
  _____
  _____
  _____
  _____
  _____

Command => _____
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help      Exit  Flip  Do    Undo          Ext      Menu
```

This screen is used to define Reports that rely on a general, user-defined 3GL interface. All identifying attributes can be freely chosen.

Field Descriptions

- **3GL Interface nnn Attributes** (Identifying Attributes)
In this group, you can enter up to 4 attributes to be used as selection criteria for Report definitions. You must specify at least one of the attributes.

The Identifying Attributes of the 3GL Interface Defaults determine which attributes are displayed here and which attribute can be entered with an asterisk * (see 3GL Interface Maintenance in the System Programmer's Documentation).

- **and** (File Identification)

This attribute can be used as an additional selection criterion (secondary selection). In this case, the File Identification of the 3GL Interface Defaults determines which attribute can be entered here (see 3GL Interface Maintenance in the System Programmer's Documentation).

Report Identification for SAP Spool

▶ To define or modify Report identification for SAP Spool

- Press PF11 (SAP) on the Report Definition >JES Identification screen.

The Report Definition >SAP-Spool Identification screen appears:

```

16:02:29          **** ENTIRE OUTPUT MANAGEMENT ****          2000-11-15
User ID GHH      - Report Definition >SAP-Spool Identification -

Report
  Name ..... A-SAP-DEFAULT_____

SAP-Spool Attributes
  Destination ..... *___ or
  User ID ..... *___

and List IDs ..... _____
                    _____
                    _____
                    _____
                    _____
                    _____
                    _____
                    _____

Command => _____
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help      Exit  Flip  Do    Undo                                Menu

```

Field Descriptions

SAP-Spool Attributes

- **Destination ... or**
If the report is to be identified by its destination, enter the destination.
- **User ID**
If the report is to be identified by the User ID, enter the User ID.

Note:

You must enter a value for at least one of the above SAP-Spool Attributes. These attributes are the primary selection criteria for Report definitions. A Report definition is considered identified if at least one primary selection criterion is found. Note that the number of the identified definitions is limited by the primary selection criteria. Use the file names to make a secondary selection.

- **and List IDs**
Enter a fully or partially qualified list name that identifies the Report (secondary selection). A Report definition is considered identified if a list ID from this group is found in addition to one of the primary selection criteria.

Report Identification for CMA-SPOOL

▶ To define or modify Report identification for CMA-SPOOL

- Press PF10 (CMA) on the Report Definition >JES Identification screen.

The Report Definition >CMA-SPOOL Identification screen appears:

```

10:48:19          **** ENTIRE OUTPUT MANAGEMENT ****          2000-11-15
User ID GHH      - Report Definition >CMA-SPOOL Identification -

Report
  Name ..... ADAREP-DEFAULT_____

CMA-SPOOL Attributes
  Filename ..... _____ or
  UserID ..... _____ or
  Writer ..... _____ or
  Form ..... _____

Command => _____
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help           Exit  Flip  Do    Undo                Ext           Menu
    
```

This screen is used to define how Reports are identified in the CMA-SPOOL. The Report can be identified by CMA-SPOOL attributes: Filename, UserID, Writer or Form.

Field Descriptions

CMA-SPOOL Attributes

- **File name**
Enter the file name here as it appears on the CMA-screen ('Display Files' Panel). The file name can contain the user ID of the file creator, the job name or a parameter entered in the OWN field in an OPEN request. Refer to the CMA-SPOOL documentation for more details.

To identify the Report by the file name, enter the file name here. You can also use an asterisk * to enter selection criteria for the file name. For example, for all files beginning with ADA, enter ADA*.
- **User ID**
User ID which created the list. If you want to identify the Report with this ID, enter it here (UID field in OPEN request).
- **Writer**
To identify the Report by the Writer parameter, enter the writer name here (WTR field in OPEN request).
- **Form**
To identify the Report by the FORM parameter, enter the form here (FOR field in OPEN request).

Note:

A definition is considered identified, if at least one CMA-Spool-Attribute is found.

For example:

If you enter the value MRS* for File name and the value MRS for User ID, all print files are identified whose file name begins with MRS or which were created by the user ID MRS.

Report Identification for Natural

▶ To define or modify Report identification for Natural

- Press PF9 (NAT) on the Report Definition >JES Identification (or >POWER Identification) screen.

The Report Definition >Natural Identification screen appears:

```

09:12:27          **** ENTIRE OUTPUT MANAGEMENT ****          2000-11-15
User ID GHH      - Report Definition >NATURAL Identification -

Report
Name ..... ADAREP-DEFAULT_____

NATURAL Attributes
*USER ..... _____ or
*LIBRARY ID ..... _____ or
Printer Profile ... _____

and

*PROGRAM ..... _____ and
FORM ..... _____ and
NAME ..... _____

Command => _____
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---
      Help           Exit  Flip  Do    Undo           Ext           Menu

```

This screen is used to define how Reports are identified in Natural Advanced Facilities. The Report is identified by Natural user ID, library ID or Logical Printer name and can also be identified by program, form and name. See also the DEFINE PRINTER statement in the **Natural Reference Documentation**.

Field Descriptions

Output from Natural is produced during the processing of a specific program. This program is stored in a Natural library and executed by a Natural user. The output can have various attributes defined in the DEFINE PRINTER statement. To identify this output, specify one or more identification attributes:

Natural Attributes

- Primary attributes (you **must** specify at least one of these):
 - ***USER**
Enter Natural user ID.
 - ***LIBRARY ID**
Enter a Natural library ID.

- **Printer Profile**
Enter the name as defined in the Output '....' option of the DEFINE PRINTER statement.
- Secondary attributes (optional):
 - ***PROGRAM**
Enter a Natural program.
 - **FORM**
Enter form as defined in the DEFINE PRINTER statement.
 - **NAME**
Enter name as defined in the DEFINE PRINTER statement.

Notes:

- Use an asterisk * to enter selection criteria for a field, for example, MRS* for all Natural user IDs that begin with MRS. You can use asterisk notation for all attributes except Printer Profile.
- A first selection is made by the primary attributes, considerably reducing the number of definitions. A definition is applied to the print file, if at least one primary attribute is matched. All secondary attributes, for which you have entered values, **must** be matched.

For example:

If you enter the value EBU for *USER and the value SYSNOM for *LIBRARY ID, all print files are identified which were either created by user ID EBU or created in the library SYSNOM.

Report ID for Unix/Windows Nodes

 **To define or modify Report identification for Unix**

- Press PF7 (Unix) on the Report Definition >JES Identification (or >POWER, >BS200 Identification) screen.

The Report Definition >Unix Identification screen appears:

```

11:37:40 ****                ENTIRE OUTPUT MANAGEMENT ****                2000-11-15
User ID FHI                    - Report Definition >Unix Identification -

Report
  Name ..... Report_____

Unix Attributes
  Node Name ..... node_name_____
  Path:
  e:/Nomdir/
  and Files ..... file*_pattern_____
                                     _____
                                     _____
                                     _____
                                     _____
                                     _____
                                     _____

Command => _____
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help           Exit Flip Do      Undo           Ext           Node Menu
    
```

This screen is used to define how Reports are identified on Unix or Windows nodes. Identification is done using node name, path, and file pattern, see below. ASCII files are scanned in the specified directory and matched to the file pattern specified here. These files are moved to an EOM container file and can be processed as usual. An ASCII file can contain line feeds and form feeds; any other kind of control character will be ignored and set to blank.

Field Descriptions

Output from a Unix or Windows application is stored as a sequential ASCII file in a directory defined here. The monitor will move (not copy!) this file to a NOM container file and create active reports. If no report definition matches the file name pattern and no default report was found, the file cannot be processed and will be moved to a temp directory that has been defined for this node by administrator function 'Unix Defaults'. File and path names are case sensitive, node name and path have to be defined in 'Unix Defaults' first, also logon data for this node. Details see below:

Unix Identification Attributes

- **Node name**
Enter a node name that has been predefined by the administrator using function 'Unix Defaults'. This field is case sensitive.
- **Path**
Select a path from the default definition entered with administrator using function 'Unix Defaults'. Use PF11 for selection. Path definitions must not contain wild characters. The defined path is owned by NOM. The monitor will process any file found in this path. Directories are not processed. If a file is found in this directory which cannot be processed, it will be moved to the 'Temp' directory (see explanation above).
Note:
If the path definition in 'Unix Defaults' is changed, the definition in this field will not change automatically. In this case, use PF11 to select a new path. This will ensure that 'old' report definition will still work, even if the defaults change.
- **Files**
Enter up to 10 files or file patterns without path entries. Wild cards '*' and '?' can be used to insert placeholders for many ('*') or one single ('?') character(s) in the file name. For each file matching the pattern, an active report will be created. However, the file contents will be copied to the container file for each path only once. After the file has been processed, it will be deleted on the Unix or Windows node. File names are case sensitive.

Printing Attributes

To define or modify Printing Attributes

- Press PF8 (Print) on the Report Definition >General Attributes screen.

The Report Definition >Printing Attributes screen appears:

```

12:05:13          **** ENTIRE OUTPUT MANAGEMENT ****          2003-03-19
User ID BRY      - Report Definition>Printing Attributes -

Report
  Name ..... BRY-XML_____

Hold Logic ..... _

Printers ..... _____
Copies ..... _____
Separator Pages
  Start ..... _____
  End ..... _____
  Copies ..... _____
  Length ..... _____
Style.. _____
Jobcards
  _____
  _____
  _____

Command => _____
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help      Exit  Flip  Do      Undo      Ext   Edit  Prtr  Menu
    
```

This screen is used to define how Reports are printed automatically.

Special PF Keys

| PF Key | Function | Explanation |
|--------|----------|---|
| PF10 | Edit | Edit Separator member (place cursor on Separator Start or End fields and press this key). |
| PF11 | Prtr | Enter up to 20 additional printers by pressing this key. |

Field Descriptions

- **Hold Logic**
 This field controls how the Report is queued for printing.
 Enter one of the following values:
 - **H** (Hold)
 The Report is held in the Printout queue until released manually.
 - **C** (Confirm)
 The Report is held in the Printout queue until manually confirmed by all recipients. A message requesting printing confirmation is displayed to each User in the Distribution List. When all Users have confirmed, the Report is automatically released for printing.
 - **R** (Release)
 The Report is printed immediately.
- **Printers**
 Enter the names of up to 5 Logical Printers to print the Report when it is created. Display a Printer selection list by entering a question mark ? in this field and pressing Enter. Up to 15 additional printers may be added using the Additional Printers screen accessed by PF11.
- **Copies**
 Enter the number of copies of the Report to be printed on each printer.

Separator Pages

- **Start**
Enter the name of the separator, to be used for printing at the **beginning** of the Report.
- **End**
Enter the name of the separator, to be used for printing at the **end** of the Report.
- **Copies**
Enter the number of times each Separator Page is to be printed.
- **Length**
Enter a separator line length, if your separator line length is greater than your report length. Default length is report length.
- **Style**
If the report is being printed on an XML-type printer, you can specify the URL of a default stylesheet. This stylesheet will be used for XML documents, which specify `file://EOM/*` in the XML stylesheet `href`. For further information see XML Printers.
- **Jobcards**
Enter the job cards for printing with batch jobs. The following substitution variables can be used:
 - \$USER
 - \$REPORT
 - \$JOBNAME

If you leave this field blank, the Jobcards specifications from the Logical Printer definition are used.

Additional Printers

If you want to define or modify more than five printers, you must use the following function.

 **To define or modify additional Printers**

- Press PF11 (Prtr) on the Report Definition > Printing Attributes screen.

The Report Definition > Additional Printers screen appears:

```

11:36:59          **** ENTIRE OUTPUT MANAGEMENT ****          2000-11-15
User ID XSYSWS    - Report Definition >Additional Printers -

Printers (6-10) ..... _____
Copies (6-10) ..... _____

Printers (11-15) ..... _____
Copies (11-15) ..... _____

Printers (16-20) ..... _____
Copies (16-20) ..... _____

Command => _____
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help           Exit Flip Do      Undo                               Menu

```

This screen is used to define up to 20 additional printers for a Report.

Field Descriptions

- **Printers**
Enter the names of up to 15 logical printers, on which the report is to be printed. If you enter a question mark (?) in this field and press Enter, the printer selection list will appear.
- **Copies**
Specify how many copies of the report should be printed on each printer.

Distribution Attributes

 **To define or modify the Distribution Attributes**

- Press PF9 on the Report Definition >General Attributes screen.

The Report Definition >Distribution Attributes screen appears:

```

15:36:54          **** ENTIRE OUTPUT MANAGEMENT ****          2000-11-15
User ID GHH      - Report Definition >Distribution Attributes -

Report
  Name ..... FVSE-DB_____

Distribution via NOM
  User/List ..... DC-GROUP _____

Distribution via CON-NECT
  Cabinet ..... _____
  Subject ..... _____
  Mail to ..... _____

Command => _____
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help      Exit  Flip  Do    Undo          Ext  Layot  Menu
    
```

This screen is used to define the recipients of a Report and the facilities used for distribution.

Special PF Keys

| PF Key | Function | Explanation |
|--------|----------|--|
| PF10 | Layot | Define Report layout(s) for one or more recipients. Place cursor on a User/List field with data and press this key. See the subsection Report Layout Attributes. |

Field Descriptions

Distribution via NOM

- **User/List**

Enter up to 10 User IDs or Distribution List names.

When the Report is created, all users connected to User IDs or Distribution Lists entered here can access this Report, and can browse, print etc.

A User ID selection window or a Distribution List selection window can be opened by entering an asterisk * (or a selection criterion ending in an asterisk) in this field and pressing Enter. For more information, see the subsection Selecting Users to Receive a Report.

A **layout** can be defined for each addressee in Entire Output Management by placing the cursor on the addressee and pressing PF10. If the addressee is a Distribution List, all members in this list see the defined layout.

These layouts are only for addressees in Entire Output Management, not for those in Con-nect. For further information, see the subsection Report Layout Attributes.

- **AUTOPRNT - automatically print report with special layout**

To automatically print a report with a special layout, you must define an NOM user ID AUTOPRNT. Then add AUTOPRNT to the "Distribution via NOM" list of users and give it the required layout, which will then be applied to the printed report. However the report will not actually be distributed to user AUTOPRNT, so it is not possible to log on as AUTOPRNT and view any active reports.

Distribution via Con-nect

- **Cabinet**

Enter the name of a Con-nect cabinet, where you want the Report contents to be created as a Con-nect document (optional).

If you do not want to create a document in a user cabinet, but wish to distribute it to Con-nect users directly, you should leave this field empty and only fill in the Mail To fields below. In this case, the Report is created in a Con-nect stand-alone cabinet named SYSNOMC.

- **Subject**

Enter a description to appear with the Con-nect document.

- **Mail To**

Enter up to 10 Con-nect User IDs if you want to distribute the Report directly to Con-nect users. One copy of the Report is created in the Con-nect STAND-ALONE cabinet named SYSNOMC.

Entire Output Management uses Con-nect to send the Report to all Con-nect users defined in these fields.

Selecting Users to Receive a Report

To select a User or group of Users on a Distribution List

- Enter an asterisk * (or a selection criterion ending in an asterisk) in a User/List field on the Report Definition >Distribution Attributes screen and press Enter.

The Member Name window opens:


```

+-----+ T MANAGEMENT ****                2000-11-15
! +-----+ ibutes -
! !           User Selection List           !
! En !                                           !
! de ! M   User   Name                       !
! !   -   -   -   -   -   -   -   -   -   !
! !   -   GHH   Hahn, Gerrit                !
! P !   -   DRO   Ross, Detlaff              !
! !   -   DWE   Weichert, Dietmar          !
+--- !   -   GHH   Hahn, Gerrit              !
! !   -   GW    Wagner, Gerhard            !
! !   -   GW1   Wagner, Gerhard            !
Dis !   -   HGR   Graham, Dan                !
! !   -   HKA   Kappel, Werner             !
! !   -   JJU   Jutzi, Juergen             !
! !   -   LA    Lampe, Ernst                !
! !                                           !
!           Select With Any Character       !
!                                           !
! PF3 Exit  PF7 Up  PF8 Down                !
!                                           !
Com +-----+
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help      Exit  Flip  Do      Undo      Ext   Layot   Menu
    
```

This window displays a list of all Users defined for your Entire Output Management system.

▶ To select a User

- Enter any character in the one-character field preceding the ID and name of the User to receive the Report. Press Enter.

The User ID is written to the User/List field.

When this Report is produced, it is distributed to the 'inbasket' of the User you have selected. This User can then browse and print the Report. You can also restrict the User's view of the Report by defining an individual Report Layout. For more information, see the subsection Report Layout Attributes.

Selecting Distribution List for Report

▶ To select a Distribution List to receive a Report

- Press PF5 (Dist-List) in the Member Name window.

The Distribution List Selection window opens:

```

+-----+ T MANAGEMENT ****                2000-11-15
! +-----+ tion Attributes -
! ! Distribution List Selection !
! En !                               !
! de !           M   List           !
!   !           -   -----       !
!   !           -   BERTA          !
! P !           -   DC-GROUP        !
!   !           -   HUGO           !
+--- !                               !
!   !                               !
!   !                               !
Dis !           -   -----       !
!   !                               !
!   !                               !
!   !                               !
!   !                               !
!           Select with any character !
!   !                               !
!   PF3 Exit  PF7 Up  PF8 Down      !
!   !                               !
Com !                               !
Ente +-----+ -PF8---PF9---PF10--PF11--PF12---
      Help      Exit  Flip  Do    Undo      Ext  Layot  Menu
    
```

This window displays a list of all Distribution Lists defined for your Entire Output Management system.

▶ To select a Distribution List

- Enter any character in the one-character field preceding the name of the Distribution List to receive the Report. Press Enter.

The name of the Distribution List is written to the User/List field.

All the Users on the Distribution List you have selected receive this Report when it is produced. They can browse and print it.

You can also restrict the Users' view of the Report by defining a Report Layout for the Distribution List. For more information, see the subsection Report Layout Attributes.

Report Layout Attributes

▶ To define or modify a Report layout for an addressee

- On the Report Definition >Distribution Attributes screen, place the cursor on a User/List field containing a User ID or List name and press PF10 (Layout).

The Report Definition >Layout Attributes screen appears:

```

15:40:42          **** ENTIRE OUTPUT MANAGEMENT ****          2000-11-15
User ID GHH      - Report Definition >Layout Attributes -

Report
Name ..... FVSE-DB_____
User/List ..... DC-GROUP

                From  To
Layout .....  ___  ___
                ___  ___
                ___  ___
                ___  ___
                ___  ___
                ___  ___
                ___  ___
                ___  ___
                ___  ___
Headerlines .....  ___

Command => _____
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help      Exit  Flip  Do    Undo  -    +    Ext      Menu
    
```

You can define up to 10 different layouts for each Report to be distributed to different addressees. A Report layout consists of up to 10 pairs of offsets starting from the beginning of a Report line (not including ASA/machine codes).

Note: These layouts are only for addressees in Entire Output Management. Addressees in Con-nect see the entire Report.

For more information on layout, see the subsection Modifying the Layout of an Active Report.

Column Headings/Field Descriptions

- **From**
Enter starting column position to be displayed.
- **To**
Enter last column position to be displayed.
- **Header Lines**
Number of lines (counting from top of page) that are to remain in their original format.

Separation Attributes

 **To define or modify Separation Attributes**

- Press PF10 (Separ) on the Report Definition >General Attributes screen.

The Report Definition >Separation Attributes screen appears:

```

15:41:21          **** ENTIRE OUTPUT MANAGEMENT ****          2000-11-15
User ID GHH      - Report Definition >Separation Attributes -

Report
  Name ..... FVSE-DB_____

Create Definition .... _

Standard Routine ..... __

User Routine
  NATURAL Member ..... _____
  NATURAL Library .... _____
  3GL ..... _____

Command => _____
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help      Exit  Flip  Do      Undo      Param Edit  Trace Menu
    
```

This screen is used to define whether a User Routine or a Standard Routine is to be used.

Special PF Keys

| PF Key | Function | Explanation |
|--------|----------|--|
| PF9 | Param | Define parameters specific to User Routine. Define parameters specific to Standard Routine. |
| PF10 | Edit | Edit Natural member for User Routine. |
| PF11 | Trace | Trace processing of a User Routine. See the subsection Tracing Report Processing under POWER. |

Field Descriptions

- Create Definition**
 When Active Reports are dynamically created during a Standard separation or User separation process, the corresponding Report definitions are usually created automatically. To suppress automatic creation, enter **N** here.
 This is useful when creating **unique** Active Reports.
- Standard Routine**
 Enter **1**, **2** or **3** to indicate which Standard Routine is to be used.

For information on how to use a Standard Routine, see the subsection Using a Standard Separation Routine.

User Routine

Note:

If no User Routine or Standard Routine is specified, the whole identified pool data set is contained in the Report.

If a User Routine is required, enter the member name and the library name in the appropriate fields as described in the following.

The spool data set records can be filtered on a record-to-record basis by a supplied User Routine. With various action codes, the User Routine can control the separation process and positioning within the output and can determine the contents of the created Reports.

For more information see the Section User Routines and Separator Pages in the System Programmer's Documentation.

The following fields are used to define the User Routine which determines the Report contents:

- **Natural Member**
Enter the name of the Natural member containing the User Routine.
Press PF10 (Edit) to edit this member.
- **Natural Library**
The User Routine can be a Natural subprogram. You can enter the Natural library name containing the User Routine or leave this field blank. The library name **cannot** begin with SYS unless it is SYSNOMU.
- **3GL**
If the User Routine is written in a language other than Natural, enter the name of the routine. This User Routine is invoked by a CALL statement.

User Routine Parameters

 **To define or modify parameters for a User Routine**

- Press PF9 (Param) on the Report Definition >Separation Attributes screen.

The Report Definition >User Separation window opens:

```

15:41:21          **** ENTIRE OUTPUT MANAGEMENT ****          2000-11-15
User ID GHH      - Report Definition >Separation Attributes -

Report
  Name ..... FVSE-DB_____

Create Definition .... _  !      - Report Definition >User Separation -  !
                          !      !                                     !
Standard Routine .... _  !      Parameter ..... _____          !
                          !      !                                     !
User Routine          !      !                                     !
  NATURAL Member .... _  !      !                                     !
  NATURAL Library .... _  !      !                                     !
  3GL .....          !      !                                     !
                          !      !                                     !
                          +-----+

NOM0008 Please commit or backout the last transaction.
Command => _____
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help      Exit  Flip  Do    Undo          Param Edit  Trace Menu
    
```

This window is used to define parameters specific to the User Routine.

Field Description

- **Parameter**

Enter up to 5 parameters which are passed to the User Routine at the start of Report processing.

Using a Standard Separation Routine

A Standard Separation Routine is a method supplied by Software AG for separating or filtering spool data sets. When you use such a routine, you must supply parameters which tailor further processing.

Using Standard Separation 1

Standard Separation 1 separates spool data into several Reports depending on the break of the specified suffix. The suffix need not appear in sorted order.

Standard Separation 1 searches for a defined string in a defined line or anywhere on a page. If the string appears on a page, a suffix is evaluated (at break of the suffix value, a new Report is opened). If the string is not found, the page is added to the currently open Report. If no Report is open, the page is rejected.

Note:

When separating POWER spool data sets, make use of Container Files. The spool data set is compressed and copied into a data base file before processing. For more information on Container Files, see the subsection Monitor Defaults of the System Programmer's Documentation.

 **To define or modify the use of Standard Separation 1**

- Enter 1 in the Standard Routine field on the Report Definition >Separation Attributes screen and press PF9 (Param).

If long report and bundle names are displayed by the system (see settings in System Defaults and Adding a User Profile), the Report Definition >Standard Separation 1 screen will take the following form:

```

18:36:30          **** ENTIRE OUTPUT MANAGEMENT ****          2000-11-15
User ID GHH      - Report Definition >Standard Separation 1 -

Report
  Name ..... UEX-GO_____

Search
  Line ..... ____
  String ..... _____

Suffix
  Line ..... ____
  Start Column ..... ____
  End Column ..... ____

Prefix: Reports ..... _____
        Bundles(1-2).. _____
              (3-4).. _____
              (5).... _____

Command => _____
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help           Exit  Flip  Do    Undo           Ext           Menu
    
```

By pressing PF9 (Ext) you can switch to short names display.
 Then the Report Definition >Standard Separation 1 screen will take the following form:

```

18:31:25          **** ENTIRE OUTPUT MANAGEMENT ****          2000-11-15
User ID GHH      - Report Definition >Standard Separation 1 -

Report
  Name ..... UEX-GO_____

Search
  Line ..... ____
  String ..... _____

Suffix
  Line ..... ____
  Start Column ..... ____
  End Column ..... ____

Prefix
  Reports ..... _____
  Bundles ..... _____

Command => _____
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help  Exit  Flip  Do    Undo                               Ext      Menu
    
```

Field Descriptions

Search

- **Line**

Enter the line number, starting from the top of the page, where the string must appear. To determine this line number, you must also count lines containing only carriage control characters.

If you do not specify Search Line, then the search string can appear anywhere on the page.

- **String**

Enter the string to be searched for. If this string appears on a page, the suffix is evaluated (at break of the suffix value, a new Report is opened). If the string is not found, the page is added to the currently open Report. If no Report is open, the page is rejected.

You can specify a search pattern like:

or

where * stands for any string and % stands for any character.

Note:

You must bracket the string with * (for example: *string*) if it can occur anywhere within a line.

Suffix

- **Line**

Enter the line number, starting from the top of the page, where the Report suffix appears. To determine this line number, you must also count lines containing only carriage control characters.

If you do not specify Suffix Line, Entire Output Management assumes that the suffix is located in the Search Line.

- **Start Column**

Enter the position in the line where the Report suffix starts (value from 1 to 251). To determine position, you must also count carriage control codes and/or table reference characters.

- **End Column**

Enter the position in the line where the Report suffix ends (value from 1 to 251). To determine position, you must also count carriage control codes and/or table reference characters.

Prefix

- **Reports**

Enter the Report prefix which is concatenated to the suffix to determine the Report name. The suffix is concatenated suppressing leading and trailing blanks.

- **Bundles** (optional)

Enter the Bundle prefix which is concatenated to the suffix to determine the Bundle name. The suffix is concatenated suppressing leading and trailing blanks.

Up to 5 Bundles can be specified.

To generate Bundles with fixed names, fill in this field **completely**. No suffix is then appended.

Example 1: Salary Report

We have a Salary Report sorted by department number and want to separate it into the various departments. A Standard Routine could be defined as follows to perform an automatic separation:

Report Definition (Stand. Separation 1)

```

15:43:45          **** ENTIRE OUTPUT MANAGEMENT ****          2000-11-15
User ID GHH      - Report Definition >Standard Separation 1 -

Report
  Name ..... PWR-EMPL-STD1-S_____

Search
  Line ..... 2__
  String ..... *Employee List sorted by Departments*_____

Suffix
  Line ..... 3__
  Start Column ..... 55_
  End Column ..... 58_

Prefix: Reports ..... DEPTS1-_____
       Bundles(1-2).. DEP-_____
           (3-4).. _____
           (5).... _____

Command => _____
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help      Exit Flip Do      Undo              Ext              Menu

```

Note:

The Bundle prefix is **optional**.

This Standard Routine separates the spool data set on a page basis and creates Reports whose names begin with DEPTS1-. The Report name is created by adding the prefix DEPTS1- to the suffix found in the spool data set in the positions defined in the example above, for example: DEPTS1-FINA.

Optionally, the Report can be directed to a Bundle with the prefix DEP-. The Bundle name is created by adding the DEP- prefix to the suffix found in the spool data set, for example: DEP-FINA.

Note:

When the suffix and the identifier string are not on the same line, the line parameters must be used. Enter the line numbers where the identifier string and suffix are found. This must be the **absolute** line number as counted from the **top** of the page.

Using Standard Separation 2

Standard Separation 2 separates spool data into several Reports depending on up to 5 break conditions.

Standard Separation 2 searches for a defined string in a defined line or anywhere on a page. If the string appears on a page, up to 5 suffixes are evaluated (at break of a suffix value, a new Report is opened for that suffix). If no string is found, the page is added to the currently opened Reports. If no Report is opened, the page is rejected.

Note:

When separating POWER spool data sets, make use of Container Files. The spool data set is compressed and copied into a data base file before processing. For more information on Container Files, see the subsection Monitor Defaults of the System Programmer's Documentation.

To define or modify the use of Standard Separation 2

- Enter 2 in the Standard Routine field on the Report Definition >Separation Attributes screen and press PF9 (Param).

If long report and bundle names are displayed by the system (see settings in System Defaults and Adding a User Profile), the Report Definition >Standard Separation 2 screen will take the following form:

```

19:00:10          **** ENTIRE OUTPUT MANAGEMENT ****          2000-11-15
User ID GHH      - Report Definition >Standard Separation 2 -

Report
  Name ..... UEX-GO_____

Search
  Line ..... ____
  String ..... _____

SuffixLi/CF/CT Report Prefix          Bundle Prefix 1
_____|_____|_____|_____|_____|_____|_____|_____|_____|_____|
_____|_____|_____|_____|_____|_____|_____|_____|_____|_____|
_____|_____|_____|_____|_____|_____|_____|_____|_____|_____|
_____|_____|_____|_____|_____|_____|_____|_____|_____|_____|
_____|_____|_____|_____|_____|_____|_____|_____|_____|_____|

Command => _____
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help      Exit  Flip  Do    Undo          Ext   <   >   Menu
    
```

By pressing PF9 (Ext) you can switch to short names display.
Then the Report Definition >Standard Separation 2 screen will take the following form:

```

10:42:49          **** ENTIRE OUTPUT MANAGEMENT ****          2000-11-15
User ID GHH      - Report Definition >Standard Separation 2 -

Report
  Name ..... UEX-GO_____

Search
  Line ..... ____
  String ..... _____

SuffixLi/CF/CT Report Prefix          Bundle Prefix
_____|_____|_____|_____|_____|_____|_____|_____|_____|_____|
_____|_____|_____|_____|_____|_____|_____|_____|_____|_____|
_____|_____|_____|_____|_____|_____|_____|_____|_____|_____|
_____|_____|_____|_____|_____|_____|_____|_____|_____|_____|
_____|_____|_____|_____|_____|_____|_____|_____|_____|_____|

Command => _____
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help      Exit  Flip  Do    Undo          Ext   <   >   Menu
    
```

Field Descriptions/Column Headings

Search

- **Line**

Enter the line number, starting from the top of the page, where the string must appear. To determine this line number, you must also count lines containing only carriage control characters.

If you do not specify Search Line, then the search string can appear anywhere on the page.

- **String**

Enter the string to be searched for. If this string appears on a page, the suffix is evaluated (at break of the suffix value, a new Report is opened). If no string is found, the page is added to the currently opened Reports. If no Report is opened, the page is rejected.

You can specify a search pattern like:

*STRING1 *STRING2*

or

STRING1%STRING2

where * stands for any string and % stands for any character.

Suffix

You can define parameters for up to 5 suffixes in the following three fields.

- **Li**

Enter the line number, starting from the top of the page, where the Report suffix appears. To determine this line number, you must also count lines containing only carriage control characters.

If you do not specify Suffix Li(ne), Entire Output Management assumes that the suffix is located in the Search Line.

- **CF** (column-from)

Enter the position in the line where the Report suffix starts (value from 1 to 251). To determine position, you must also count carriage control codes and/or table reference characters.

- **CT** (column-to)

Enter the position in the line where the Report suffix ends (value from 1 to 251). To determine position, you must also count carriage control codes and/or table reference characters.

- **Report Prefix**

Enter the Report prefix which is concatenated to the suffix to determine the Report name. The suffix is concatenated suppressing leading and trailing blanks.

- **Bundle Prefix** (optional)

Enter the Bundle Prefix which is concatenated to the suffix to determine the Bundle name. The suffix is concatenated suppressing leading and trailing blanks.

Up to 5 Bundle prefixes can be specified for each suffix. To generate Bundles with fixed names, fill in this field **completely**. No suffix is then appended.

If long report and bundles names are displayed, only 1 Bundle Prefix is displayed for each suffix. To process the other bundle prefixes, press PF10 or PF11.

The number of the currently displayed prefix appears after the title **Bundle Prefix**.

Example 2: Salary Report

We have a Salary Report sorted by department number and want to separate it into the various main departments and sub-departments. A Standard Routine could be defined as follows to perform an automatic separation:

Report Definition (Stand. Separation 2)

```

19:00:10          **** ENTIRE OUTPUT MANAGEMENT ****          2000-11-15
User ID GHH      - Report Definition >Standard Separation 2 -

Report
  Name ..... PWR-EMPL-STD2-S_____

Search
  Line ..... 2__
  String ..... *Employee List sorted by*_____

SuffixLi/CF/CT  Report Prefix          Bundle Prefix 1
-----
3__ 55_ 58_ STD21-_____ DEP-_____
3__ 55_ 60_ STD22-_____ DEP-_____
____
____
____

Command => _____
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help      Exit  Flip  Do      Undo          Ext  <  >      Menu
    
```

Note:
The Bundle Prefix is **optional**.

This Standard Routine separates the spool data set on a page basis and creates Reports whose names begin with STD21- for the main departments and STD22- for the sub-departments. The Report name is created by adding the prefix STD21- to the department name (Columns 55-58 in Line 3) or by adding the prefix STD22- to the sub-department name (Columns 55-60 in Line 3) found in the spool data.

Optionally, the Report can be directed to a Bundle with the prefix DEP-. The Bundle name is created by adding the DEP- prefix to the department or sub-department name.

Note:
When the suffix and the identifier string are not on the same line, the line parameters must be used. Enter the line numbers where the identifier string and suffix are found. This must be the **absolute** line number as counted from the **top** of the page.

Using Standard Separation 3

Standard Separation 3 searches for a defined string in a defined line. If the string appears on a page, the lines of the page are analyzed regarding the defined logical expression. If not, the whole page is rejected.

From the Start Line until end of page, the lines are added to the Report, if they match the defined logical expression. Lines before the Start Line are also rejected unless they are defined as Header Lines.

To define or modify the use of Standard Separation 3

- Enter 3 in the Standard Routine field on the Report Definition >Separation Attributes screen and press PF9 (Param).

The Report Definition >Standard Separation 3 screen appears:

```

15:45:40          **** ENTIRE OUTPUT MANAGEMENT ****          2000-11-15
User ID GHH      - Report Definition >Standard Separation 3 -

Report
  Name ..... UEX-GO_____

Search
  Line ..... ____
  String ..... _____

Header Lines ..... ____
Start Line ..... ____

and/or Col From/to F      Value
-----
  ____  ____  ____  ____  _____
  ____  ____  ____  ____  _____
  ____  ____  ____  ____  _____
  ____  ____  ____  ____  _____

Command => _____
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help      Exit  Flip  Do      Undo                        Ext      Menu
    
```

Field Descriptions/Column Headings

Search

- **Line**
Enter the line number, starting from the top of the page, where the string must appear. To determine this line number, you must also count lines containing only carriage control characters.
- **String**
Enter the string to be searched for. If this string appears on a page, the page is processed. If no string is found, the page is rejected.

You can specify a search pattern like:

*STRING1*STRING2*

or

STRING1%STRING2

where * stands for any string and % stands for any character.

- **Header Lines**
Enter the number of lines (0-20), starting from the top of the page, which are used as header lines. To determine this line number, you must also count lines containing only carriage control

If Header Lines = 0, no header lines are added. Otherwise, if there is on a page at least one line, which matches the separation's logical expression, the header lines are added.

- **Start Line**

Enter the line, starting from the top of the page, from which filter processing starts. The lines preceding the Start Line are automatically excluded from the Report, unless they are defined as Header Lines. To determine this line number, you must also count lines containing only carriage control characters.

- **and/or**

Concatenates two conditions. Possible values:

| Operator | Meaning |
|----------|--|
| AND | Concatenates with logical AND. |
| OR | Concatenates with logical OR. |
| (blank) | Concatenates the same variable with OR=. |

For an example, see below.

- **Col From/to**

Indicates the position of the operand. Enter positions in column from which to start and at which to end filter processing (value from 1 to 251).

- **F**

Format. Variable type (first column) and relational expression (second column). Possible values:

Variable Types:

| Variable | Meaning |
|----------|---|
| A | Alphanumeric |
| M | Mask as described in the Natural Reference Documentation . |
| N | Numeric |

Relational Expressions:

| Operator | Meaning |
|----------|---------------------------|
| EQ, = | Equal to. |
| GE, >= | Greater than or equal to. |
| GT, > | Greater than. |
| LE, <= | Less than or equal to. |
| LT, < | Less than. |
| NE, ! | Not equal to. |

- **Value**

Enter a numeric or alphanumeric value or a mask definition.

Note:

If most of these lines are rejected, set Store in NOM DB=Y (on the Report Definition >General Attributes screen). The selected lines are copied to the Entire Output Management Data Base and the spool data set can be deleted.

Example 3: Salary Report

We have a Salary Report sorted by department number and want to extract all employees with sex = M, personnel ID number >= 6000000 and birthday <= 50/01/01 (sub-department COMP12):

Report Definition (Stand. Separation 3)

```

15:45:40          **** ENTIRE OUTPUT MANAGEMENT ****          2000-11-15
User ID GHH      - Report Definition >Standard Separation 3 -

Report
  Name ..... PWR-EMPL-STD3-D3_____

Search
  Line ..... 3__
  String ..... *COMP12*_____

Header Lines ..... 8_
Start Line ..... 9_

and/or Col From/to F      Value
-----
      55_ 62_   N GE 6000000_____
AND   65_ 65_   A EQ M_____
AND   67_ 74_   A LE 50/01/01_____
-----
-----

Command => _____
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help           Exit Flip Do      Undo           Ext           Menu
    
```

The lines 1 to 8 are taken as header lines. The filter starts in Line 9.

Example 4: Natural CATALL Report

We have a CATALL list and want to extract all lines with error number unequal to 0.

Report Definition (Stand. Separation 4)

```

15:45:40          **** ENTIRE OUTPUT MANAGEMENT ****          2000-11-15
User ID GHH      - Report Definition >Standard Separation 3 -

Report
  Name ..... NOM-CATALL-ERRORS_____

Search
  Line ..... 3__
  String ..... *- Error Report -*_____

Header Lines ..... __
Start Line ..... 6__

and/or Col From/to F      Value
-----
      16_ 19_      N NE 0_____
OR_   65_ 65_      N NE 0_____
-----
-----
-----
-----

Command => _____
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help           Exit Flip Do      Undo           Ext           Menu

```

No header lines are added. The filter starts in Line 6 on pages with the string - Error Report - in Line 3.

Field Descriptions

- **Report**
Enter the Report definition to be used.
- **Class**
Enter the spool class where the output to be used is located.
- **Trace**
Enter the number of calls to the User Routine that are to be processed without user interaction.
- **Node**
Enter the number of the Entire System Server node on which the spool resides.

The following parameters are not modifiable. They are derived from parameters of the Report definition:

- **Exit-Pgm** (output field)
The name of the User Routine program.
- **Job name** (output field)
The job name of the output being used.
- **NatLib** (output field)
The library where the User Routine is located.
- **Job no** (output field)
The job number of the output being used.
- **Lang** (output field)
The language in which the User Routine is written (Natural or other).
- **Queue** (output field)
The LS - POWER list queue.

Column Headings

- **Cmd**
Enter a two-character line command:

| Command | Meaning |
|---------|---|
| BR | Browse Report. See the subsection Browsing a Report. |
| DI | Display Record. See the subsection Displaying a Record. |

- **Step**
Identifying step number (number of times the exit has been called).
- **RC**
Return code given by the User Routine.
- **RecNumb**
Record number being processed with this call to the User Routine.
- **Action**
Action code given by the User Routine.
- **Message**
Additional information.

To trace processing for a Report

1. Enter the Report name in the Report field, enter the class in the Class field and enter the number of steps to be traced in the Trace field.
2. Press Enter.
 - If **no spool data exists** in this class, the message appears:


```

15:54:39          **** ENTIRE OUTPUT MANAGEMENT ****          2000-11-15
User ID GHH          - Trace Report Processing POWER -

Report PWR-UEX-ADDFPOP-S_____
                                Exit-Pgm UEXAOP   NatLib   NOM131   Lang   NAT
Class Z           Node 33_ Job name NOMPWREX Job no 22383   Queue  LS
Trace 10

Cmd Step RC  RecNumb Action  Message
-----
  1  1 ign    1  CACHEON
  2  2 ign    1  FORW      2
  3  3 ign    3  OPEN     DEPT-ADMA as #T-0021561-0001
  4  4 ign    3  ADDFP
  5  5 ign   14  FORW      2
  6  6 ign   16  ADDFP
  7  7 ign   25  FORW      2
  8  8 ign   27  OPEN     DEPT-COMP as #T-0021561-0002
  9  9 ign   27  ADDFP
 10 10 ign   47  FORW      2

NOM4109 10 step(s) traced.
Command =>
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---
      Help           Exit Flip                               Procs Brows Selct Menu
    
```

Available Line Commands

| Command | Meaning |
|---------|---|
| BR | Browse Report. See the subsection Browsing a Report. |
| DI | Display Record. See the subsection Displaying a Record. |

Selecting POWER Spool Data for Trace

If more than one spool data set has been identified, you can select one to be traced. The following window opens automatically the first time you enter the spool type in the Class field or if you press PF11 (Select):

Select a POWER Spool Data Set for Trace window

```

15:51:55          **** ENTIRE OUTPUT MANAGEMENT ****          2000-11-15
User ID GHH          - Trace Report Processing POWER -

+-----+
!
!          - Select a POWER SPOOL Data Set for Trace -          !
!
!  Jobname  JobNr Queue Disp Seg Destin.  User      Pages   Lines  !
!  -----  -----  ---  ---  ---  -----  -----  -----  !
!  _ NOMPWREX 22382  LS   H    1          MRS         7       30   !
!  _ NOMPWREX 22383  LS   H    1          MRS        171      2475 !
!  _          !
!  _          !
!  _          !
!  _          !
!  _          !
!  _          !
!  _          !
!  _          !
!  _          !
!  PF3 = Exit          !
+-----+
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help      Exit  Flip                      Procs Brows Selct Menu
    
```

- Select the data set to be traced by marking it with any character and pressing Enter.

The Trace Report Processing POWER screen is redisplayed.

- Enter the class in the Class field and the number of steps to be traced in the Trace field and press PF9 (Procs).

Report processing is traced for the number of steps entered.

Browsing a Report

 **To browse the contents of a Report:**

1. On the Trace Report Processing POWER screen, press PF10 (Brows).

The Select a Report for Browsing window opens:

```

13:20:44          **** ENTIRE OUTPUT MANAGEMENT ****          2000-11-15
User ID GHH          - Trace Report Processing POWER -
Report PWR-UEX-ADDFPOP-S_____ +-----+
                                Exit-Pg !      Select a Report for Browsing !
Class Z          Node 33_ Job name !      !
Trace 10          !      !
                                !      Report          Lines          !
Cmd Step RC  RecNumb Action  Mes !  -----
---  ---  ---  ---  ---  ---  !  #T-0021567-0001          24          !
---  1  ign    1  CACHEON    !  !  #T-0021567-0002          22          !
---  2  ign    1  FORW        2  !  !
---  3  ign    3  OPEN        DE !  !
---  4  ign    3  ADDFP       !  !
---  5  ign   14  FORW        2  !  !
---  6  ign   16  ADDFP       !  !
---  7  ign   25  FORW        2  !  !
---  8  ign   27  OPEN        DE !  !
---  9  ign   27  ADDFP       !  !
--- 10  ign   47  FORW        2  !  !
                                !  PF3 = Exit          !
NOM4109 10 step(s) traced.      !      !
Command => _____ +-----+
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help          Exit Flip          Procs Brows Selct Menu
    
```

- In the Select Report window, enter **X** in the selection field preceding the report you wish to browse and press Enter.

The Report Browsing screen appears:

```

15:56:03          **** ENTIRE OUTPUT MANAGEMENT ****          2000-11-15
Report #T-0021561-0001(21561)  L 000000 T 000024 -----Columns 001 072
====>          SCROLL==> CSR
***** ***** top of data *****
000001
000002          Employee List sorted by Departments
000003          Department - ADMA01
000004          EMPLOYEES
000005  DEPARTMENT          NAME          FIRST-NAME  PERSONNEL S  DATE
000006          CODE          ID          E          OF
000007          X  BIRTH
000008  -----
000009  ADMA01  BUHL          LEON          40000745  M 33/09/
000010  ADMA01  JENSEN        HANS          40000001  M 54/02/
000011  ADMA01  MADSEN        EVA          40000315  F 34/01/
000012  ADMA01  MORTENSEN    ALLAN        40000233  M 33/10/
000013  ADMA01  PETERSEN     PREBEN       40000110  M 64/04/
000014
000015          Employee List sorted by Departments
000016          Department - ADMA02
000017          EMPLOYEES
000018  DEPARTMENT          NAME          FIRST-NAME  PERSONNEL S  DATE
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help          End  Layout Rfind  Up  Down          Left  Right Menu
    
```

ISPF-like local commands enable you to browse the Report.

Special PF Keys

| PF Key | Function | Explanation |
|--------|----------|------------------------------|
| PF4 | Layout | Modify Report screen layout. |
| PF5 | Rfind | Find a string again. |

Displaying a Record

▶ To display a spool record:

- On the Trace Report Processing POWER screen, enter DI in the two-character command line preceding the record you wish to display and press Enter.

The Display Record window opens:

```

15:54:39          **** ENTIRE OUTPUT MANAGEMENT ****          2000-11-15
User ID GHH          - Trace Report Processing POWER -
-----+-----+-----+-----+-----+-----+-----+-----+-----+
Report PWR-U !                      Display Record 3                      !
Class Z !                                                                    !
Trace 10 !      ----+----1----+----2----+      ----+----1----+----2----+ !
          !      1 ?                                                                    144444444444444444444444444444 !
Cmd Step RC !                                                                    900000000000000000000000000000 !
___  ___  ___ !      26                      Departmen  444444444444444444444444444444 !
___  1 ign !                                                                    0000000000000000000000457193455 !
___  2 ign !      51      t - ADMA01  A464CCDCFF44444444444444444444 !
di  3 ign !                                                                    300014410100000000000000000000 !
___  4 ign !      76                      444444444444444444444444444444 !
___  5 ign !                                                                    000000000000000000000000000000 !
___  6 ign !      101                      444444444444444444444444444444 !
___  7 ign !                                                                    000000000000000000000000000000 !
___  8 ign !      ----+----1----+----2----+      ----+----1----+----2----+ !
___  9 ign !                                                                    !
___  10 ign !                      PF3 = Exit    PF7 = Up    PF8 = Down    !
___  !                                                                    !
___  !                                                                    !
Command => _ +-----+-----+-----+-----+-----+-----+-----+-----+
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
          Help          Exit Flip                      Procs Brows Selct Menu
    
```

The selected spool record appears in a 'normal display' on the left-hand side of the screen and in a 'HEX display' on the right-hand side of the screen.

Special PF Keys

| PF Key | Function | Explanation |
|--------|----------|-----------------------------|
| PF3 | Exit | Return to previous screen. |
| PF7 | Up | Display columns 1 to 125. |
| PF8 | Down | Display columns 126 to 250. |

The following parameters **cannot** be modified. They are derived from parameters of the Report definition:

- **Exit-Pgm**
The name of the User Routine program.
- **Job no**
The job number of the output being used.
- **Job name**
The job name of the output being used.
- **NatLib**
The library where the User Routine is located.
- **Data set**
The spool data set to be processed.
- **ProcName**
The identifying PROCNAME.
- **Lang**
The language in which the User Routine is written (Natural or other).
- **Type**
The data set type: JL, SI, SO ..., etc.
- **Step**
The identifying STEPNAME.
- **DDName**
The identifying DDNAME.

Column Headings

See the subsection Column Headings: Trace Report Processing POWER.

To trace processing for a Report

- Enter the Report name in the Report field, enter the class in the Class field and enter the number of steps to be traced in the Trace field. Press Enter.
 - If **no spool data exists** in this class, the message appears:

```
No SPOOL data found in class (class) .
```

- If **spool data exists**, a message confirms:

```
SPOOL data selected for trace.
```

Trace Report Processing JES screen

Column Headings

- **Cmd**

Enter a two-character line command:

| Command | Meaning |
|---------|---|
| BR | Browse Report. See the subsection Browsing a Report. |
| DI | Display Record. See the subsection Displaying a Record. |

- **Step**

Trace step number.

- **RC**

Return code given by the User Routine.

- **RecNumb**

Record number being processed with this call to the User Routine.

- **Action**

Action code given by the User Routine.

- **Message**

Additional information.

To trace processing for a Report

- Enter the Report name in the Report field and the number of steps to be traced in the Trace field and press Enter.
 - If **no print file exists** in this class, the message appears:

```
No SPOOL data found in class (class) .
```

- If **print files exist**, a message confirms:

```
SPOOL data selected for trace.
```

Trace Report Processing BS2000/OSD screen

Available Line Commands

| Command | Meaning |
|---------|---|
| BR | Browse Report. See the subsection Browsing a Report. |
| DI | Display Record. See the subsection Displaying a Record. |

Select BS2000/OSD Print Files for Trace

If more than one print file has been identified, you can select one to be traced. The following window opens automatically the first time you enter selection criteria in the Select File field or when you press PF11 (Select):

Select a BS2000/OSD Print File for Trace window

```

14:59:21          **** ENTIRE OUTPUT MANAGEMENT ****          2000-11-15
User ID NOM          - Trace Report Processing BS2000/OSD -
+-----+
Repo !                                     ! 10
Sele !          - Select a BS2000/OSD Print File For Trace - !
Prin !                                     !
!      File                                     !
Cmd  ! _____ !
____ ! _ :S:$NOM.DAT.B.NOM                       !
____ ! _ :S:$NOM.DO.TAPE                           !
____ ! _ :S:$NOM.DO.TEST                           !
____ ! _ :S:$NOM.E.ARCTEST                          !
____ ! _ :S:$NOM.E.DB063.ADAREP                      !
____ ! _ :S:$NOM.E.DB063.ADAREP.FGG                 !
____ ! _ :S:$NOM.E.NOM.TAPE                          !
____ ! _ :S:$NOM.E.NOM.TAPE2                         !
____ ! _ :S:$NOM.E.NOMBIG                            !
____ ! _ :S:$NOM.E.NOMPRT.CATALL                     !
____ ! PF3 = Exit                                     !
+-----+
Command => _____
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help           Exit Flip                               Procs Brows Selct Menu
    
```

- Select the file to be traced by marking it with any character and pressing Enter.

The Trace Report Processing BS2000/OSD screen is redisplayed. The name of the file selected appears in the Print File field.

- Enter the number of steps to be traced in the Trace field and press PF9 (Procs).

Report processing is traced for the number of steps entered.

Other Report Maintenance Functions

Use Selection Criteria to List Reports

▶ To list only those reports on the Report Maintenance screen which satisfy certain criteria

- Press PF9 (Selct).

The Find Report Definitions window opens:

```

+-----+
!                                     !
!               - Find Report Definitions -               !
!                                     !
! Report                                                 !
!   Name ..... 0 _____ (*)                          !
!   Master Report 0 _____ (*)                        !
!                                     !
! Keywords ..... 0 _____                          !
!                                     !
! Distribute to ... 0 _____ (*)                      !
! Printer ..... 0 _____ (*)                        !
!                                     !
! Identification      JES          POWER          BS2000/OSD !
!   Jobname ..... 0 _____ (*)  0 _____ (*)  0 _____ (*) !
!   Writer ..... 0 _____ (*)                               !
!   Destination .. 0 _____ (*)  0 _____ (*)                               !
!   Form ..... 0 _____ (*)  0 _____ (*)  0 _____ (*) !
!   User ID ..... 0 _____ (*)                               !
!                                     !
! Total ..... 0                                           !
!   PF3 Exit                                             !
+-----+
    
```

In this window you can enter the Report attributes to be used for finding Reports to be listed on the Report Maintenance screen.

Field Descriptions

In all fields marked with an asterisk * below, you can enter selection criteria as described for the field Report Name.

Report

- **Name ***
Enter a Report name or selection criteria for a Report prefix.

For example:

| Name | Meaning |
|--------|---------------------------------------|
| ADA* | Lists all Reports beginning with ADA. |
| ADA-01 | Lists only the Report ADA-01. |

- **Master Report ***
Enter the name of a Master Report or selection criteria for a Master Report prefix.
The Master Report field is used to find **created** reports only. Since these **created** reports have no identification, specifying a master report and jobname identification will result in nothing found.
- **Keywords**
Enter up to 4 keywords.
- **Distribute to ***
Enter a User ID or Distribution List name, as defined in the User/List field on the Report Definition >Distribution Attributes screen, or enter selection criteria for a User ID/List prefix.
- **Printer ***
Enter a Printer name, as defined in the Printers field on the Report Definition >Printing Attributes screen, or enter selection criteria for a Printer name prefix.

Identification - JES column

- **Jobname ***
Enter a job name, as defined in the Jobname field on the Report Definition >JES Identification screen, or enter selection criteria for a job name prefix.
- **Writer ***
Enter a writer name, as defined in the Or Writer field on the Report Definition >JES Identification screen, or enter selection criteria for a writer name prefix.
- **Destination ***
Enter a destination value, as defined in the Or Destination field on the Report Definition >JES Identification screen, or enter selection criteria for a destination prefix.
- **Form ***
Enter a FORMS value, as defined in the Or Form field on the Report Definition >JES Identification screen, or enter selection criteria for a form prefix.

Identification - POWER column

- **Jobname ***
Enter a job name, as defined in the Jobname field on the Report Definition >POWER Identification screen, or enter selection criteria for a job name prefix.
- **Destination ***
Enter a destination value, as defined in the Or Destination field on the Report Definition >POWER Identification screen, or enter selection criteria for a destination prefix.
- **Form ***
Enter a FORM value, as defined in the Or Form field on the Report Definition >POWER Identification screen, or enter selection criteria for a form prefix.

Identification - BS2000/OSD column

- **Jobname ***
Enter a PNAME, as defined in the Pname field on the Report Definition >BS2000/OSD Identification screen, or enter selection criteria for a PNAME prefix.
- **Form ***
Enter a FORM value, as defined in the Or Form field on the Report Definition >BS2000/OSD Identification screen, or enter selection criteria for a form prefix.
- **User ID ***
Enter a User ID, as defined in the Or User ID field on the Report Definition >BS2000/OSD Identification screen, or enter selection criteria for an ID prefix.
- **Total (output field)**
The total number of Reports, that satisfy all selection criteria, appears here.

When you have finished entering selection criteria, as described in subsection Field Descriptions, above, press Enter.

The number of Reports found, which satisfy the selection criteria entered, is displayed in the numeric fields immediately preceding the corresponding input fields. The total number of Reports, which satisfy all selection criteria, is displayed in the Total field at the bottom of the screen:

Report Maintenance screen - Find Report Definitions window

```

+-----+
!
!               - Find Report Definitions -
!
! Report
!   Name ..... 6 ADA*_____ (*)
!   Master Report 0 _____ (*)
!
! Keywords ..... 10 STANDARD_____
!
! Distribute to ... 182 MSE_____ (*)
! Printer ..... 0 _____ (*)
!
! Identification      JES              POWER              BS2000/OSD
!   Jobname ..... 0 _____ (*)  0 _____ (*)  0 _____ (*)
!   Writer ..... 0 _____ (*)
!   Destination .. 0 _____ (*)  0 _____ (*)
!   Form ..... 0 _____ (*)  0 _____ (*)  0 _____ (*)
!   User ID ..... 0 _____ (*)
!
! Total ..... 5
! PF3 Exit
+-----+
    
```

In the example above, we are looking for all Reports which begin with ADA, have the keyword STANDARD and are distributed to the User ID MSE.

Entire Output Management has located 6 Reports beginning with ADA, 10 Reports with the keyword STANDARD and 182 Reports distributed to the User ID MSE. There are only 5 Reports that satisfy all these criteria.

Press Enter again. A security check is performed and all Reports found for which the User is authorized are listed on the Report Maintenance screen:

```

15:03:55          **** ENTIRE OUTPUT MANAGEMENT ****          2000-11-15
User ID GHH          - Report Maintenance -

Cmd Report          Authoriz T Description
-----
__ ADABAS-DEFAULT   ADMIN      D ADABAS Standard Report
__ ADABAS-START-JOB ADMIN      M ADABAS Start Job with statistics
__ ADAREP-DB088     ADMIN      M Data base report data base 088 - VSEE1 -
__ ADAREP-DB088-EXT ADMIN      M ADABAS data sets data base 88 with 2 and more
__ ADAREP088-NOM    ADMIN      M Extract of all NOM data sets
__
__
__
__
__
__
__
__
__
__
All
Command => _____
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help Add  Exit Flip          -      +      Selct <      >      Menu
    
```

If the User is not authorized for some Reports, a message indicates the number rejected for this reason:

```
n Reports rejected by Security Definition
```

Modifying a Report Definition

To modify a report definition

- On the Report Maintenance screen, enter MO in the two-character command line preceding the Report you want to modify and press Enter.

The Report Definition screen appears for the Report you have selected.

- You can modify the data displayed by simply entering new data in the input fields. When you have finished modifying the Report definition, press Enter to save your modifications.

A message confirms that the Report definition has been successfully modified:

```
Record modified
```

- If COMMIT is set to OFF, press PF5 (Do) to save your modifications before exiting. If you do not, a window opens which asks you to commit modifications by typing Y. Type Y and press Enter.

A message confirms:

```
All modifications committed
```

For explanations of the input fields, see the heading Field Descriptions: Report Definition - General Attributes.

Authorizing User Access to a Report

- On the Report Maintenance screen, enter AU in the two-character command line preceding the Report for which you want to grant authorization and press Enter.

The Authorization List window for Reports opens.

▶ To grant authorization to a new User

- Proceed as described in the Section Authorizing User Access to Objects.

Copying a Report Definition

- On the Report Maintenance screen, enter CO in the two-character command line preceding the Report you want to copy and press Enter.

The Copy Report Definition window opens.

▶ To copy the Report

- Type the name of the target Report in the input field provided and press Enter.

A message confirms:

Report copied successfully

Deleting a Report Definition

▶ To delete a report definition

- On the Report Maintenance screen, enter DE in the two-character command line preceding the Report you want to delete and press Enter.

If CONFIRM is set to ON, a window opens which asks you to confirm deletion by typing the name of the Report again.

- Type the Report name in the input field provided and press Enter.

A message confirms:

Object deleted

Displaying a Report Definition

▶ To display a report definition

- On the Report Maintenance screen, enter DI in the two-character command line preceding the Report you want to display and press Enter.

The Report Definition screen appears for the Report you selected.

In display mode you can only view the object parameters. You cannot enter or modify data because all fields are protected.

Displaying Log Info for Report Definition

▶ To display log information for a report definition

- On the Report Maintenance screen, enter LO in the two-character command line preceding the Report for which you want to display log information and press Enter.

The Log Display screen appears for the Report selected.

- You can display more information about a log entry by entering the IN line command in the two-character command line preceding the entry and pressing Enter.

For further details, see the subsection Displaying Log Information for an Object and the Log Display screen.

Listing Active Reports

▶ To list active reports

- On the Report Maintenance screen, enter LI to list active reports created for this master report.

Renaming a Report Definition

▶ To rename a report definition

- On the Report Maintenance screen, enter RN in the two-character command line preceding the Report you want to rename and press Enter.

The Rename Report window opens.

▶ To rename the Report

- Type the new Report name in the input field provided and press Enter.

Defining A Bundle

This section describes how to create and maintain a Bundle.

It covers the following topics:

- What is a Bundle Definition?
 - Listing Bundle Definitions
 - Adding a Bundle Definition
 - Defining Print Parameters for a Bundle
 - Defining a Print Schedule for a Bundle
 - Defining the Retention Period for a Bundle
 - Defining Bundle Contents
 - Selecting Bundle Definitions with Selection Criteria
 - Other Bundle Maintenance Functions
-

What is a Bundle Definition?

A Bundle is a group of Reports collected from different jobs or SYSOUT data sets. A Bundle is printed and distributed as a unit.

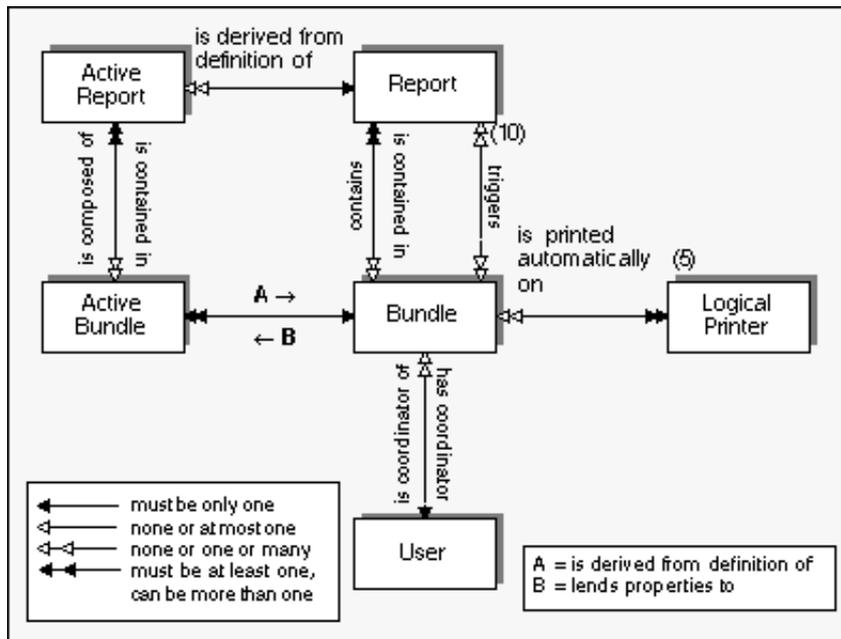
The Reports in a Bundle can be browsed with the Software AG Editor.

Defining a Bundle involves:

- Creating the Bundle
- Defining Print Parameters
- Defining the Retention Period
- Defining the Reports in the Bundle and the Reports that trigger printing
- Authorizing User Access to the Bundle
- Modifying all Parameters

In addition, a Bundle can be copied, deleted, and renamed. Bundle parameters and log information can be displayed. All defined Bundles and the Reports in each Bundle can be listed.

Object relationship diagram



Listing Bundle Definitions

Bundle Maintenance Screen

▶ To list all Bundle definitions

- Enter 2 in the command line of the Main Menu and press Enter.

If long report and bundle names are displayed by the system (see settings in System Defaults and Adding a User Profile), the Bundle Maintenance screen will take the following form:

```

17:08:18          **** ENTIRE OUTPUT MANAGEMENT ****          2002-11-15
User ID BRY          - Bundle Maintenance -
                                Report _____
Cmd Bundle          Authoriz Description          NumRep
-----
__ DEP-ADMA          ADMIN    Created by PWR-EMPL-STD1-S          6
__ DEP-COMP          ADMIN    Created by PWR-EMPL-STD1-S          23
__ DEP-DEPT          ADMIN    Created by DB-POWER-BIG1-S          21
__ DEP-FINA          ADMIN    Created by PWR-EMPL-STD1-S          11
__ DEP-HUGO          ADMIN    Created by PWR-EMPL-STD1-S          11
__ DEP-MARK          ADMIN    Created by PWR-EMPL-STD1-S          11
__ DEP-MASK          ADMIN    Created by PWR-EMPL-STD1-S          5
__ DEP-MGMT          ADMIN    Created by PWR-EMPL-STD1-S          26
__ DEP-PROD          ADMIN    Created by PWR-EMPL-STD1-S          10
__ DEP-SALE          ADMIN    Created by PWR-EMPL-STD1-S          19
__ DEP-SALG          ADMIN    Created by PWR-EMPL-STD1-S          5
__ DEP-SYSA          ADMIN    Created by PWR-EMPL-STD1-S          9
__ DEP-SYSU          ADMIN    Created by PWR-EMPL-STD1-S          5
__ DEP-TECH          ADMIN    Created by PWR-EMPL-STD1-S          29
__ DEP-VENT          ADMIN    Created by PWR-EMPL-STD1-S          61
Top Of Data
Command => _____
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
Help Add Exit Flip          -          +          Activ          Selct Menu
    
```

By pressing PF21 (Ext), you can switch to short names display.
 Then the Bundle Maintenance screen will take the following form:

| 17:08:18 | **** ENTIRE OUTPUT MANAGEMENT **** | | | 2002-11-15 |
|---|------------------------------------|----------|----------------------------|--------------|
| User ID BRY | - Bundle Maintenance - | | | Report _____ |
| Cmd | Bundle | Authoriz | Description | NumRep |
| ___ | DEP-ADMA | ADMIN | Created by PWR-EMPL-STD1-S | 6 |
| ___ | DEP-COMP | ADMIN | Created by PWR-EMPL-STD1-S | 23 |
| ___ | DEP-DEPT | ADMIN | Created by DB-POWER-BIG1-S | 21 |
| ___ | DEP-FINA | ADMIN | Created by PWR-EMPL-STD1-S | 11 |
| ___ | DEP-HUGO | ADMIN | Created by PWR-EMPL-STD1-S | |
| ___ | DEP-MARK | ADMIN | Created by PWR-EMPL-STD1-S | 11 |
| ___ | DEP-MASK | ADMIN | Created by PWR-EMPL-STD1-S | 5 |
| ___ | DEP-MGMT | ADMIN | Created by PWR-EMPL-STD1-S | 26 |
| ___ | DEP-PROD | ADMIN | Created by PWR-EMPL-STD1-S | 10 |
| ___ | DEP-SALE | ADMIN | Created by PWR-EMPL-STD1-S | 19 |
| ___ | DEP-SALG | ADMIN | Created by PWR-EMPL-STD1-S | 5 |
| ___ | DEP-SYSA | ADMIN | Created by PWR-EMPL-STD1-S | 9 |
| ___ | DEP-SYSU | ADMIN | Created by PWR-EMPL-STD1-S | 5 |
| ___ | DEP-TECH | ADMIN | Created by PWR-EMPL-STD1-S | 29 |
| ___ | DEP-VENT | ADMIN | Created by PWR-EMPL-STD1-S | 61 |
| Top Of Data | | | | |
| Command => _____ | | | | |
| Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12--- | | | | |
| Help Add Exit Flip - + Activ Selct Menu | | | | |

The Bundle Maintenance screen lists all Bundle definitions, in alphabetical order, which were created by the User or by someone else who authorized this user to process them.

Special PF Key Assignments: Bundle Maintenance

| PF Key | Function | Explanation |
|--------|----------|---|
| PF2 | Add | Add a new Bundle. |
| PF9 | Activ | Switch to the Active Bundles list screen. For more information, see the Section Using Active Bundles. |
| PF11 | Selct | Open the Bundle Selection window. |
| PF21 | Ext | Switch between display of long and short report/bundle names. |

Available Line Commands: Bundle Maintenance

| Command | Meaning |
|---------|---|
| AR | Add Report to the Bundle. |
| AU | Authorize other Users to process the Bundle. Only Users with owner authorization for the Bundle can perform this function. For further information, see the Section Authorizing User Access to Objects. |
| CO | Copy Bundle definition (including Reports contained in the Bundle). A window opens in which you can enter the name of the new Bundle to be created. |
| DE | Delete Bundle definition. |
| DI | Display Bundle definition. |
| LO | Display Log information about maintenance activity on this Bundle such as who last modified it, who created it, etc. |
| MO | Modify Bundle definition. |
| RN | Rename Bundle definition. |
| RP | List the Reports contained in the Bundle. |

Column Headings: Bundle Maintenance

Use an asterisk * as wildcard to enter selection criteria in all fields marked with an asterisk. Only those Bundles which satisfy the criteria are listed.

- **Report *** (optional)
Enter selection criteria for the Report name(s). This is very useful, if you are looking for a Bundle containing specific Reports but do not know the Bundle name.
- **Cmd**
Enter a two-character line command here.
- **Bundle ***
Enter selection criteria for the Bundle name.
- **Authorization ***
Authorization used to access object. You can enter: PUBLIC, a User ID or the name of a Distribution List to display selected Bundles. ADMIN indicates that you are defined as Administrator with Owner authorization for the listed objects. ADMIN cannot be used as selection criteria.
- **Description**
A short description of the Bundle.
- **NumRep**
Number of Reports in the Bundle.

Adding a Bundle Definition

To add a Bundle

- Press PF2 (Add) on the Bundle Maintenance screen.

The Bundle Definition screen appears:

If long report and bundle names are displayed by the system (see settings in System Defaults and Adding a User Profile), the Bundle Maintenance screen will take the following form:

```

14:31:42          **** ENTIRE OUTPUT MANAGEMENT ****          2002-11-15
User ID BRY              - Bundle Definition -

Bundle
  Name ..... _____
  Description ..... _____

Coordinator ID ..... _____
Retention ..... ____ (Period)    _ (Unit)      _____ (Calendar)

Print events
  Time schedule ..... N (Y/N)
  Force flush ..... ____ (Period)    _ (Unit)      _____ (Calendar)
  Lines exceeded .... _____
  Report arrival .... _____
                        _____
                        _____
                        _____
                        _____

Command => _____
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help  Add  Exit  Flip  Do    Undo          Sched Print          Menu
    
```

By pressing PF21 (Ext), you can switch to short names display.
 Then the Bundle Maintenance screen will take the following form:

```

14:31:42          **** ENTIRE OUTPUT MANAGEMENT ****          2002-11-15
User ID BRY              - Bundle Definition -

Bundle
  Name ..... _____
  Description ..... _____

Coordinator ID ..... _____
Retention ..... ____ (Period)    _ (Unit)      _____ (Calendar)

Print events
  Time schedule ..... N (Y/N)
  Force flush ..... ____ (Period)    _ (Unit)      _____ (Calendar)
  Lines exceeded .... _____
  Report arrival .... _____
                        _____
                        _____
                        _____
                        _____

Command => _____
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help  Add  Exit  Flip  Do    Undo          Sched Print          Menu
    
```

These screens are used to define a new Bundle or modify an existing Bundle definition.

Special PF Key Assignments: Bundle Definition

| PF Key | Function | Explanation |
|--------|----------|---|
| PF2 | Add | Add another Bundle. |
| PF8 | Sched | Define a Print Schedule. |
| PF9 | Print | Define Print Attributes. |
| PF21 | Ext | Switch between display of long and short report/bundle names. |

Field Descriptions: Bundle Definition

- **Bundle Name**
You must enter a unique name for the Bundle when you are creating a new Bundle. This field is protected when modifying an existing Bundle.
- **Description**
Enter a short description for the Bundle.
- **Coordinator ID**
Enter the User ID of the person who is responsible for this Bundle.
If you make no entry here, your User ID is automatically written to this field.
(The coordinator’s name, address and telephone number can be printed at the top of the front page of the Bundle separator, if so desired.) For more information, see the subsection Selecting a Bundle Coordinator.
- **Retention (3 fields)**

A **closed** Bundle is kept in the Entire Output Management Data Base until its Retention Period has expired. A closed Bundle can accept no more Reports and a new version of the Bundle is opened for additional Reports.
For more information, see the subsection Defining the Retention Period for a Bundle.

- **(Period)**
Enter the number of working days, absolute days, weeks or months the Bundle should be kept in the Entire Output Management Data Base, after it has been closed. When you specify working days, you must enter the name of a Calendar in the (Calendar) field to include only working days.
The default is the system-wide period defined by the system administrator. For more information, see Retention Period under the heading Field Descriptions: Default Bundle Processing of the System Programmer’s Documentation.
- **(Unit)**
Possible values:
W Working days
A Absolute days
V Weeks
M Months
- **(Calendar)**
Select a Calendar if **W**, working days, is the unit for the Retention Period.
For example, assume you have defined a Calendar in which Saturday and Sunday are marked as holidays: if you enter 2 in the (Number) field, **W** in the (Unit) field and the Bundle is created on Friday evening, then it will be retained until Tuesday evening.

Print Events

- **Time schedule (Y/N)**
The Bundle can be printed at specified times on specified days.
Enter **Y** to activate the time schedule which you can define by pressing PF8 (Sched). For more information, see the subsection Defining a Print Schedule for a Bundle.
- **Force Flush (3 fields)**
If none of the other print events occurs before the period entered here has expired, Bundle closing and printing is forced.
 - **(Period)**

Enter the number of working days, absolute days, weeks or months the Bundle should remain open. When you specify working days, you can enter the name of a Calendar in the (Calendar) field to include only working days.

- **(Unit)**
See (Unit) under Retention above.
- **(Calendar)**
If **W**, working days, is the Unit, select a Calendar.
- **Lines Exceeded**
When the Report that causes this line number to be exceeded has been written to the Bundle, the Bundle is closed and scheduled for printing.
- **Report Arrival**
Enter up to 10 Report names here. The Bundle is printed when all these Reports arrive. See the subsection Selecting Reports to Trigger Printing.

Defining Print Parameters for a Bundle

Defining print parameters for a Bundle involves:

- selecting a Bundle coordinator
- selecting Reports to trigger printing
- selecting a Logical Printer(s)
- defining Separator Pages for the Bundle and for Reports in the Bundle

Bundles can be printed:

- manually by an operator
- at a predefined time
- when one or more defined Reports have been processed
- by an Entire Operations trigger.
- by an API trigger from an external application using API

At print time Separator Pages are created as follows:

- one at the start of the Bundle
- one at the end of the Bundle
- optionally, Separator Pages can be printed between Reports

A table of contents is printed at the end of the Bundle and lists the Reports contained.

Selecting a Bundle Coordinator

You can enter the User ID of the person who is responsible for this Bundle.

The coordinator's name, address and telephone number can be used as substitution variables for Separator Pages.



To select a coordinator from a list of Users

- Enter a question mark (?) in the Coordinator ID field on the Bundle Definition screen and press Enter.

The Bundle Coordinator ID window opens:

```

15:30:49          **** ENTIRE OUTPUT MANAGEMENT ****          2002-11-15
User ID BRY          - Bundle Definition -

Bundle
  Name ..... BRY-DEMO_____
  Description ..... _____

Coordinator ID ..... ?RY_____
Retention ..... +-----+ ndar)
!               Bundle Coordinator Id               !
Print events       !               !
  Time schedule .... ! Enter a User ID of which the personal !
  Force flush ..... ! details will be printed on the bundle ! ndar)
  Lines exceeded ... ! separator front page. !
  Report arrival ... ! The printed details include address, !_____
!               ! phone number, name etc.. !_____
!               !               !_____
!               ! PF3   Quit help !_____
!               ! Enter User Selection List !_____
!               !               !_____
!               !               !_____
+-----+

Command => _____
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help  Add   Exit  Flip  Do    Undo    Sched Print          Menu
  
```

- Press Enter again.

The User Selection List window opens:

```

15:35:28          **** ENTIRE OUTPUT MANAGEMENT ****          2002-11-15
Use +-----+
!               User Selection List               !
Bun !               !
! M   User      Name                               !
Des ! _         _____                         !
! _   BRY      Reynolds, Boykin                   !
Coo ! _   DRO      Ross, Detlaff                     !
Ret ! _   DWE      Weichert, Dietmar                 ! -----+ ndar)
! _   GHH      Hahn, Gerrit                         !               !
Pri ! _   GW       Wagner, Gerhard                   !               !
! _   GW1      Wagner, Gerhard                     ! nal         !
! _   HGR      Graham, Dan                         ! dle         ! ndar)
! _   HKA      xx, xx                               !               !
! _   LA       Lampe, Ernst                         ! s,          !
! _   MRS      Roser, Markus                       !               !
!               !               !
!               Select With Any Character          !               !
!               !               !
! PF3 Exit  PF7 Up  PF8 Down                       !               !
!               !               !
!               ! -----+
Com +-----+
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help  Add   Exit  Flip  Do    Undo    Sched Print          Menu
  
```

This window lists the IDs of all authorized Users.

- Select an ID by entering any character in the one-character input field preceding the appropriate ID and pressing Enter.

The ID you have selected is written to the Coordinator ID field of the Bundle Definition screen.

Selecting Reports to Trigger Printing

You can enter up to 10 Report names. When all of them arrive, the Bundle is printed.

▶ To select Reports which trigger Bundle printing

- Enter a question mark (?) in one of the Report arrival fields on the Bundle Definition screen and press Enter.

The Trigger Reports window opens:

```

15:44:08          **** ENTIRE OUTPUT MANAGEMENT ****          2002-11-15
User ID BRY      +-----+
                  !           Trigger Reports           !
Bundle          !           !
  Name ..... ! A bundle may be triggered for printing !
Description ..... ! by specifying a list of trigger reports. ! _____
                  ! If all trigger reports exist at any   !
Coordinator ID ..... ! point of time then the bundle is closed !
Retention ..... ! and printed. ! ndar)
                  !           !
Print events    ! Enter Report Selection List          !
  Time schedule ..... ! PF3  Quit help          !
  Force flush ..... !           ! ndar)
  Lines exceeded .... +-----+
  Report arrival .... ?_____
                  _____
                  _____
                  _____

Command => _____
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help  Add  Exit  Flip  Do    Undo    Sched Print          Menu
    
```

Trigger Reports are automatically added to the list of Reports to be included in the Bundle (see the subsection Defining Bundle Contents). However, they are not automatically deleted from Bundle Contents (Report in Bundle screen) when removed from Report arrival.

- Press Enter again.

The Report Selection List window opens:

```

15:44:08          **** ENTIRE OUTPUT MANAGEMENT ****          2002-11-15
User ID BRY      +-----+ +-----+
Bundle          !         ! - Report Selection List - !
                !         ! Select with any character !
  Name ..... ! A bundle !
  Description ..... ! by speci !           Report ! _____
                ! If all t !           _____ !
Coordinator ID ..... ! point of !           ADABAS-DEFAULT !
Retention ..... ! and prin !           ADABAS-START-JOB ! dar)
                !         !           ADAREP-DB088 !
Print events    ! Enter R !           ADAREP-DB088-EXT !
  Time schedule ..... ! PF3 Q !           ADAREP088-NOM !
  Force flush ..... !         !           BERTA ! dar)
  Lines exceeded .... +-----+ !           BRY-ABCD !
  Report arrival .... ?_____ !           DB-FVSE-BIG-S !_____
                _____ !           DB-FVSE-BIG1-S !_____
                _____ !           DB-FVSE-POINTER !_____
                _____ !
                ! PF3 Exit PF7 Up PF8 Down !
                !
                +-----+
Command => _____
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---
      Help Add Exit Flip Do Undo Sched Print Menu
    
```

This window lists the names of all defined Reports.

- Scroll the list down with PF8 (Down) and back up with PF7 (Up).
- Select a Report to trigger Bundle printing by entering any character in the one- character input field preceding the appropriate Report name and pressing Enter.

The name of the Report you have selected is written to the Report arrival field on the Bundle Definition screen.

Selecting a Logical Printer for a Bundle and Defining Separator Pages

 To select Logical Printers to print the Bundle and define Separator Pages

- Press PF9 (Print) on the Printing Attributes screen.

The Bundle Definition >Printing Attributes screen appears:

```

11:50:51          **** ENTIRE OUTPUT MANAGEMENT ****          2002-11-15
User ID BRY      - Bundle Definition>Printing Attributes -

Bundle
  Name ..... BRY-DEMO_____

Hold before print .... Y (Y/N)
Printers ..... _____
Copies ..... _____

Report Separator Pages N (Y/N)
Bundle Separator Pages          Print Control Exit
  Start ..... _____          NATURAL Member.... _____
  End ..... _____          NATURAL Library... _____
  Copies ..... 1__

Jobcards
_____
_____
_____

Command => _____
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help Add   Exit Flip                               Ext  Edit Prtr Menu
    
```

Special PF Key Assignments: Bundle Definition - Printing Attributes

| PF Key | Function | Explanation |
|--------|----------|---|
| PF10 | Edit | Edit Separator member. Position cursor on Start or End field. Press PF10. |
| PF11 | Prtr | Define (up to 20) additional printers. |

Field Descriptions: Bundle Definition - Printing Attributes

- **Hold Before Print**
Enter **Y** to hold Bundle printing until released manually.
Enter **N** to print Bundle immediately.
- **Printers**
You can enter the names of up to 5 Logical Printers, on which to print the Bundle. If printers are specified in the Bundle Defaults (see Printer fields in the System Programmer’s Documentation) they appear here. You can delete or change these.

 **To select a Logical Printer from a list of printers which have already been defined**

- Enter a question mark (?) in one of these fields and press Enter.

The Printer Selection List window opens:

```

15:58:49          **** ENTIRE OUTPUT MANAGEMENT ****          2002-11-15
User ID BRY      - Bundle Definition>Printing Attributes -

Bundle
Name ..... BRY-DEMO__ !
Hold before print .... _ (Y/N) !
Printers ..... ?_____ !
Copies ..... _____ !
Report Separator Pages _ (Y/N) !
Bundle Separator Pages !
Start ..... _____ !
End ..... _____ !
Copies ..... 1_____ !
Jobcards
_____ ! Top Of Data
_____ !
_____ ! PF3 Exit PF7 Up PF8 Down
_____ !
Command => _____
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
Help Add Exit Flip Do Undo Ext Edit Prtr Menu
    
```

This window lists the names of all defined Logical Printers.

- Select a printer by entering any character in the one-character input field preceding the appropriate printer and pressing Enter.

The name of the Logical Printer you have selected is written to the Printers field of the Printing Attributes screen.

- **Copies**
Enter the number of times the Bundle is to be printed on the respective printers.
- **Report Separator Pages (Y/N)**
Y is the default value and prints the Report Separator Page.
Enter **N** not to print the Separator.
The number of Separator Pages can be defined for each Report in the Bundle.
See the subsection Adding a Report to a Bundle.
- **Bundle Separator Pages (3 fields)**

If separator values are specified in the Bundle Processing Defaults (see Separator fields of the System Programmer's Documentation), they appear in the (Start) and (End) fields here. You can change or delete these.

- **(Start)**
Enter the name of the separator member to be printed at the **beginning** of the Bundle. If this field is omitted, then the standard separator is used.
- **(End)**
Enter the name of the separator member to be printed at the **end** of the Bundle.
If this field is omitted, then the standard separator is used.
- **(Copies)**
Enter the number of Separator Pages to be printed for the Bundle.
- **Print Control Exit**
A printer control exit can be used to decide whether or not a bundle is actually printed after it has been sent to the Printouts queue. For example, you may not want to print bundles which only contain one report. A sample exit is supplied in UEXBUNPR in library SYSNOMS.

- **Natural Member**
Enter the name of the user exit.
- **Natural Library**
Enter the name of the library containing the user exit.
- **Jobcards**
Enter the job cards used when Bundle printing is performed with batch jobs. The following substitution variables can be used:

```
$USER, $BUNDLE
```

If you leave this field blank, the Jobcards specification for the Logical Printer is used instead. See Jobcards in Defining a Logical Printer.

 **To define or modify more than 5 printers**

- Press PF11 (Prtr) on the Bundle Definition >Printing Attributes screen.

The screen Bundle Definition >Additional Printers appears:

```

14:25:21          **** ENTIRE OUTPUT MANAGEMENT ****          2002-11-15
User ID          BRY - Bundle Definition >Additional Printers -

Bundle
  Name..... UKSJUBU2

Printers  (6-10).... _____
Copies    (6-10).... ____

Printers  (11-15).... _____
Copies    (11-15).... ____

Printers  (16-20).... _____
Copies    (16-20).... ____

Command => _____
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help Add  Exit Flip Do   Undo           Ext           Menu
    
```

Using this screen, you can define up to 20 additional printers.

Field Description: Bundle Definition - Additional Printers

- **Printer**
Enter the names of up to 15 logical printers on which the bundle is to be printed. If you enter a question mark (?) in this field and press Enter, the printer selection list will appear.
- **Copies**
Specify how many copies should be printed on each printer.

Defining a Print Schedule for a Bundle

You can define a print schedule for a Bundle by pressing PF8 (Sched) from the Bundle Definition screen. This schedule is activated if you enter **Y** in the Time schedule field on the Bundle Definition screen.

 **To define a print schedule for a bundle**

- Press PF8 (Sched).

The Print Schedule window opens:

```

14:40:10 +-----+
User ID BRY !                                     !
          !   Print Schedule                     !
Bundle    !   not before ... 00:00              !
  Name .... !   every ..... 00:00             !
Description !   not later .... 00:00          !
          !                                     !
Coordinator !   Weekdays ..... _ _ _ _ _ _ _ !
Retention .. !   (Sa Su Mo Tu We Th Fr)        !
          !   Monthly Days .... _ _ _ _ _ _ _ !
Print events !                                     !
  Time sche !                                     !
  Force flu !                                     !
  Lines exc !                                     !
  Report ar !                                     !
          !   Calendar ..... _ _ _ _ _ _ _ !
          !   before or after                      !
          !   Holiday ..... _ _ _ _ _ _ _ !
          !                                     !
+-----+
Command => _____
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help  Add  Exit  Flip  Do    Undo                                     Menu
    
```

Field Descriptions: Print Schedule

- **not before**
The Bundle is not printed before the time you enter here.
- **every**
Enter a time interval here. For example, if you enter 8:00 in **not before**, above and 01:00 in **every** and the Bundle arrives at 8:36, it will be printed at 9:00.
If the Bundle arrives between 9:00 and 10:00, it will be printed at 10:00, and so forth. See the subsection Print Schedule Examples.
- **not later**
The Bundle is not printed after the time you enter here.
- **Weekdays**
To print the Bundle on the same days every week, enter two-letter code for the days:
SA (Saturday), **SU** (Sunday), **MO** (Monday), **TU** (Tuesday),
WE (Wednesday), **TH** (Thursday) **FR** (Friday).
- **Monthly Days**
If the Bundle is to be printed on the same dates every month, enter the dates here in two-digit format: 01, 02, 03 ... 26, 27.
Enter ALL for all days of the month or LD for the last day of the month.

Print at a Fixed Time on Fixed Monthly Dates - on day before holiday

▶ To print a Bundle at 7 p.m. on the 15th and on the last day of the month or, if these days are holidays, on the last workday before the holiday

- Define these fields as follows:
 - not before **19:00**
 - every **00:00**
 - not later **19:00**
 - Monthly **15, LD**
 - Calendar **MRS**
 - before/after **B**

Print Schedule Examples - continued

Print Daily between Fixed Times - on day after holiday

▶ To print a Bundle daily when it arrives between 8 a.m. and 7 p.m. or, if the day is a holiday, on the first workday after the holiday

- Define these fields as follows:
 - not before **08:00**
 - every **00:00**
 - not later **19:00**
 - Monthly **ALL**
 - Calendar **MRS**
 - before/after **A**

Print on Workdays at Fixed Times - on day after holiday

▶ To print a Bundle at 7 a.m., 1 p.m. and 7 p.m. from Monday to Friday or, if the day is a holiday, on the first workday after the holiday

- Define these fields as follows:
 - not before **07:00**
 - every **06:00**
 - not later **19:00**
 - Weekdays **MO, TU, WE, TH, FR**
 - Calendar **MRS**
 - before/after **A**

Defining the Retention Period for a Bundle

Selecting a Calendar

If you specify **W** working days as the unit for the Retention Period, you can select a Calendar which excludes holidays.

▶ To select a Calendar from a list of defined Calendars

- enter an asterisk * as wildcard in the Retention (Calendar) field on the Bundle Definition screen and press Enter.

The Calendar Selection List window opens:

```

16:25:29      +-----+ MENT ****          2002-11-15
User ID BRY   ! Calendar Selection List ! -
              !               !
Bundle       !   Cmd  Calendar  Year  !
  Name ..... !   ___  _____  ___   !
Description ... !   ___  BRY      2003  ! _____
              !   ___  DEMO-CAL 2003  !
Coordinator ID !   ___  LAMPE     2003  !
Retention .... !   ___                ! )      ?_____ (Calendar)
              !   ___                !
Print events  !   ___                !
  Time schedul !   ___                !
  Force flush  !   ___                ! )      _____ (Calendar)
  Lines exceed !   ___                !
  Report arriv !   ___                ! _____
              !   ___                ! _____
              ! PF3  Exit              ! _____
              !               ! _____
              +-----+

Command => _____
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help  Add  Exit  Flip  Do   Undo          Sched Print          Menu
    
```

This window lists the names of all defined Calendars.

- Select a Calendar by entering any character in the field preceding it and pressing Enter.

The name of the Calendar selected is written to the (Calendar) field on the Bundle Definition screen.

For more information on Calendars, see the subsection Defining a Calendar in the System Programmer’s Documentation.

Defining Bundle Contents

Listing the Reports Included in a Bundle

 **To list the Reports to be included in a Bundle**

- Enter the RP line command in the two-character command line preceding the appropriate Bundle on the Bundle Maintenance screen. Press Enter.

The Report in Bundle screen appears with a list of all Reports to be included in the Bundle.

If long report and bundle names are displayed by the system (see settings in System Defaults and Adding a User Profile), the Report in Bundle screen will take the following form:

```

14:48:15          **** ENTIRE OUTPUT MANAGEMENT ****          2002-11-15
User ID BRY          - Report In Bundle -          UKSJUBU2

Cmd Group      Sequence Report          Copies Separator NumSep
-----
___ SJUGRP1      1      UKSJU-SEP-1          DEFAULT          1
___ SJUGRP1      2      UKSJU-SEP-2          DEFAULT          1
___ SJUGRP1      3      UKSJU-SEP-3          DEFAULT          1
___ SJUGRP1      4      UKSJU-SEP-4          DEFAULT          1
___ SJUGRP1      5      UKSJU-SEP-5          DEFAULT          1
___ SJUGRP1      6      UKSJU-SEP-6          DEFAULT          1
___ SJUGRP1      7      UKSJU-SEP-7          DEFAULT          1
___ SJUGRP1      8      UKSJU-SEP-8          DEFAULT          1
___ SJUGRP1      9      UKSJU-SEP-9          DEFAULT          1
___ SJUGRP1     10      UKSJU-SEP-10         DEFAULT          1
___ SJUGRP1     11      UKSJU-SEP-11         DEFAULT          1
___ SJUGRP1     12      UKSJU-SEP-12         DEFAULT          1
___ SJUGRP1     13      UKSJU-SEP-13         DEFAULT          1
___ SJUGRP1     14      UKSJU-SEP-14         DEFAULT          1
___ SJUGRP1     15      UKSJU-SEP-15         DEFAULT          1
Top Of Data
Command =>
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help Add   Exit Flip          -      +      Ext          Menu
    
```

By pressing PF9 (Ext), you can switch to short names display.
 Then the Report in Bundle screen will appear:

```

16:28:45          **** ENTIRE OUTPUT MANAGEMENT ****          2002-11-15
User ID BRY          - Report In Bundle - DEP-ADMA

Cmd Group      Sequence Report          Copies Separator NumSep
-----
___ DEP-ADMA      1      DEPTS1-ADMA          DEFAULT          1
___ DEP-ADMA      1      DBDS1-ADMA           DEFAULT          1
___ DEP-ADMA      1      DBSS1-ADMA           DEFAULT          1
___ DEP-ADMA      1      STD22-ADMA01         DEFAULT          1
___ DEP-ADMA      1      STD21-ADMA           DEFAULT          1
___ DEP-ADMA      1      STD22-ADMA02         DEFAULT          1
___
___
___
___
___
___
___
___
___
___
All
Command =>
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help Add   Exit Flip          -      +      Ext          Menu
    
```

You may add and delete Reports from the Bundle or modify the Report parameters from these screens. The Reports are displayed in the order of their sequence in the Bundle.

Special PF Key Assignments: Report in Bundle

| PF Key | Function | Explanation |
|--------|----------|-----------------------------|
| PF2 | Add | Add a Report to the Bundle. |

Available Line Commands: Report in Bundle

| Command | Meaning |
|---------|---|
| DE | Delete a Report from the Report in Bundle list. |
| MO | Modify Report parameters in the Bundle. |

Column Headings: Report in Bundle

- **Cmd**
Enter a two-character line command here.
- **Group**
The name of the group in which the Report is to be printed.
Groups of Reports in a Bundle are printed in **alphabetical order**.
- **Sequence**
The sequential number of the Report in the Bundle.
The Reports are printed in this sequence **within the same Group**.
- **Report**
The name of the Report.
- **Copies**
The number of copies of this Report printed in the Bundle.
- **Separator**
The separator member name used for this Report in the Bundle.
- **NumSep**
The number of times the Separator Page is printed.

Adding a Report to a Bundle

 **To add a Report to a Bundle**

- Press PF2 (Add) on the Report in Bundle screen;
- OR
- On the Bundle Maintenance screen, enter the AR line command in the two-character command line preceding the Bundle to which you want to add the Report. Press Enter.

The Bundle Contents window opens:

```

14:48:15          **** ENTIRE OUTPUT MANAGEMENT ****          2002-11-15
User ID BRY          - Report In Bundle -          UKSJUBU2

Cmd Group   Sequence   Report                               Copies   Separator   NumSep
-----
__ SJUGRP1   1           UKSJU-SEP-1                          DEFAULT   1
__ SJU +-----+ LT 1
__ SJU ! - Bundle Contents - Of: UKSJUBU2      ! LT 1
__ SJU !                                         ! LT 1
__ SJU ! Report name .....                    ! LT 1
__ SJU ! Grouping Name .....                    ! LT 1
__ SJU ! Sequence Number ..... 1__             ! LT 1
__ SJU ! Number Of Copies .....                ! LT 1
__ SJU ! Num Of Separators .... 0__            ! LT 1
__ SJU ! Pagedef .....                          ! LT 1
__ SJU ! Formdef .....                          ! LT 1
__ SJU ! Logical Printer .....                  ! LT 1
__ SJU !                                         ! LT 1
__ SJU !                                         ! LT 1
__ SJU ! PF3 Exit PF5 Do PF6 Undo PF9 Ext      ! LT 1
Top Of Da +-----+
Command =>
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help Add  Exit Flip          -      +      Ext          Menu
    
```

This window is used to add a Report to a Bundle or modify the print parameters of a Report already in a Bundle.

Field Descriptions:

- **Report Name**
 If you are adding the Report to the Bundle, enter the Report name.
 If you are modifying printing parameters, the name of the Report appears here and the field is protected. Alternatively, enter a question mark ? and press Enter to open a selection window from which you can select a Report.
- **Grouping Name**
 If you want to subdivide the Bundle, then you can enter a group name for this Report. All Reports in the Bundle with the same group name are printed together in their group according to their sequence numbers.
- **Sequence Number**
 Enter the sequential number of the Report in the Bundle.
 Reports are printed **in this sequence within their group** in the Bundle. Reports with the same sequence number within a group are printed in the sequence in which they are listed on the Report in Bundle screen (see Defining Bundles Contents for an example).
- **Number of Copies**
 Enter the number of copies of the Report to be printed.
- **Num of Separators**
 Enter the number of times the Report Separator Page is to be printed in the Bundle. The default is 1.
- **Pagedef**
 If you want the Report to be printed on an IPDS printer, enter the PAGEDEF JCL parameter to be used.
- **Formdef**
 If you want the Report to be printed on an IPDS printer, enter the FORMDEF JCL parameter to be used.
- **Logical Printer**
 Enter the name of the Logical Printer to be used for the Report.

When you have finished entering data, press Enter.

A message confirms that the Report parameters have been saved:

Record added

Modifying a Report in a Bundle

▶ To modify the parameters of a Report listed on the Report in Bundle screen

- Enter the MO line command in the two-character command line preceding the name of the Report you want to modify and press Enter.

The Bundle Contents window opens for the Report selected.

- When you have entered your modifications, press Enter.

A message confirms that the modifications have been saved:

Record modified

Selecting Bundle Definitions with Selection Criteria

▶ To list only the names of Bundles which begin with a certain prefix, containing only certain Reports or created by a certain master

- Press PF11 to open the Bundle Selection window:

```

15:24:40          **** ENTIRE OUTPUT MANAGEMENT ****          2002-11-15
User ID BRY          - Bundle Maintenance - Report _____

Cmd Bundle          Authoriz Description          NumRep
-----
__ BRY-DEMO          ADMIN
__ DEP-ADMA          ADMIN    Created by PWR-EMPL-STD1-S    6
__ DEP-COMP          ADMIN    Created by PWR-EMPL-STD1-S    23
__ DEP-DEPT          ADMIN    Created by DB-POWER-BIG1-S    21
__ DEP-FINA          ADMIN    Created by PWR-EMPL-STD1-S    11
__ DEP-HUGO          +-----+
__ DEP-MARK          !          Bundle Selection Screen          !          11
__ DEP-MASK          !          !          !          5
__ DEP-MGMT          ! Bundle.....          !          26
__ DEP-PROD          ! Containing reports.          ! zz          10
__ DEP-SALE          ! Created by master..          ! ZZ          19
__ DEP-SALG          ! For coordinator....          !          5
__ DEP-SYSA          !          !          !          9
__ DEP-SYSU          +-----+
__ DEP-TECH          ADMIN    Created by PWR-EMPL-STD1-S    29
Top Of Data
Command => _____
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help Add   Exit Flip          -      +      Activ      Selct Menu
    
```

This window allows you to enter selection criteria for the Bundles listed on the Bundle Maintenance screen.

Field Descriptions: Bundle Selection window

Use an asterisk * as wildcard to enter selection criteria in the following fields. Only those Bundles which satisfy the criteria are listed.

- **Bundle**
Enter selection criteria for the Bundle prefix.
- **Containing Reports**
Enter selection criteria for the prefix of the Report(s) contained in the Bundles.
- **Created by master**
Enter selection criteria for the prefix of the Master Report definition(s) that automatically created the Bundle(s).
- **For coordinator**
Enter the coordinator ID of the Bundles to be listed.

Other Bundle Maintenance Functions

Modifying a Bundle Definition

To modify a bundle definition

- On the Bundle Maintenance screen, enter MO in the two-character command line preceding the Bundle you want to modify and press Enter.

The Bundle Definition screen appears for the Bundle you have selected.

- You can modify the data displayed by simply entering new data in the input fields. When you have finished modifying the Bundle definition, press Enter to save your modifications.

A message confirms that the Bundle definition has been successfully modified:

```
Record modified
```

- If COMMIT is set to OFF, press PF5 (Do) to save your modifications before exiting. If you do not, a window opens which asks you to commit modifications by typing **Y**. Type **Y** and press Enter.

A message confirms:

```
All modifications committed
```

For explanations of the input fields, see the heading Field Descriptions: Bundle Definition.

Authorizing User Access to a Bundle

To authorize user access to a bundle

- On the Bundle Maintenance screen, enter AU in the two-character command line preceding the Bundle for which you want to grant authorization and press Enter.

The Authorization List window for Bundles opens.

To grant authorization to a new User, proceed as described in the Section Authorizing User Access to Objects.

Copying a Bundle Definition

▶ To copy a bundle definition

- On the Bundle Maintenance screen, enter CO in the two-character command line preceding the Bundle you want to copy and press Enter.

The Copy Bundle Definition window opens.

▶ To copy the Bundle

- Type the name of the target Bundle in the input field provided, specify **Y** (yes) or **N** (no) to copy authorizations and press Enter.

A message confirms:

```
Bundle copied successfully
```

Deleting a Bundle Definition

▶ To delete a bundle definition

- On the Bundle Maintenance screen, enter DE in the two-character command line preceding the Bundle definition you want to delete and press Enter.

If CONFIRM is set to ON, a window opens which asks you to confirm deletion by typing the name of the Bundle definition again.

- Type the Bundle name in the input field provided and press Enter. A message confirms:

```
Object deleted
```

Displaying a Bundle Definition

▶ To display a bundle definition

- On the Bundle Maintenance screen, enter DI in the two-character command line preceding the Bundle you want to display and press Enter.

The Bundle Definition screen appears for the Bundle you selected.

In display mode you can only view the object parameters. You cannot enter or modify data because all fields are protected.

Displaying Log Information for a Bundle Definition

▶ To display log information for a bundle definition

- On the Bundle Maintenance screen, enter LO in the two-character command line preceding the Bundle definition for which you want to log information and press Enter.

The Log Display screen appears for the Bundle definition selected.

- You can display more information about a log entry by entering the IN line command in the two-character command line preceding the entry and pressing Enter.

For further details, see the subsection [Displaying Log Information for an Object](#) and the [Log Display](#) screen.

Renaming a Bundle Definition

- On the Bundle Maintenance screen, enter RN in the two-character command line preceding the Bundle definition you want to rename and press Enter.

The Rename Bundle window opens.

To rename the Bundle definition

- Type the new Bundle name in the input field provided and press Enter.

Defining A Logical Printer

This section explains how to define Logical Printers.

It covers the following topics:

- What is a Logical Printer?
- Listing Logical Printers
- Adding a Logical Printer
- Other Logical Printer Maintenance Functions

What Is a Logical Printer?

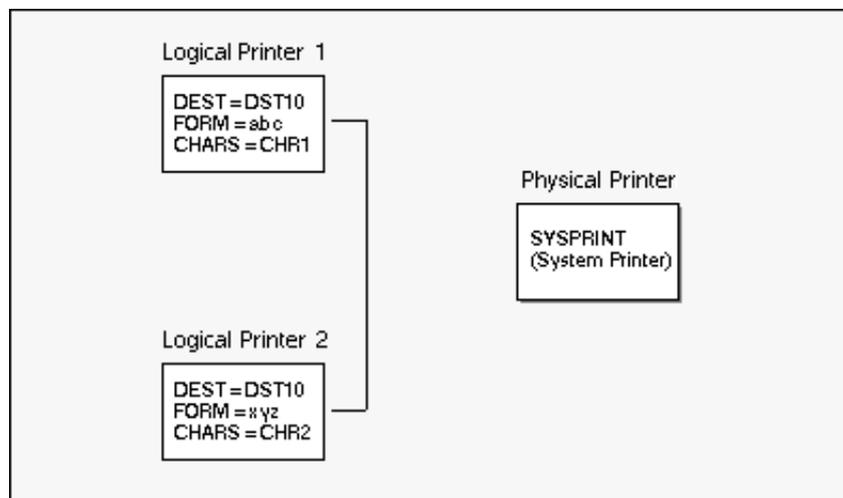
Prerequisite: To define Logical Printers, you must first have defined at least one Physical Printer for your system. For information on Physical Printers, see the subsection Defining a Physical Printer in the System Programmer's Documentation.

Logical Printers are used to print Reports or Bundles.

A Logical Printer refers to printing on a Physical Printer such as a VTAM printer, a system printer or a DASD sequential data set by applying a set of printing characteristics, such as FORM, CHARS, FCB, etc.

Different Logical Printers can print on the same Physical Printer but with different characteristics.

The following figure demonstrates the relation between Logical Printers and Physical Printers:



In this example, two Logical Printers 1 and 2 with different parameters are assigned to the same Physical Printer, SYSPRINT, the system printer.

Listing Logical Printers

Printer Maintenance Screen

- ▶ To list all defined Logical Printers

- Enter **3** in the command line of the Main Menu and press Enter.

The Printer Maintenance screen appears:

```

07:27:52          **** Entire Output Management ****          08/10/1999
User ID GHH          - Printer Maintenance -

Cmd Printer  Authoriz Description          Physical Location
-----
__ ABC      ADMIN    Print to Connect CON CON-NECT
__ A234     ADMIN    Print to Connect CON SYSRPWR
__ DAEPR12  ADMIN    DC Group Printer  DAEPR12
__ DAEPR14  ADMIN    DC Group Printer  DAEPR14 VTAM Printer DAEPR14
__ GWPWR    ADMIN    Print to POWER    NEW      any
__ MRSCNT0  ADMIN    Print to Connect CON CON-NECT
__ MRSCNT1  ADMIN    Print to Connect CON CON-NECT
__ MRSCNT11 ADMIN    Connect Printer   CONNECT1
__ MRSCNT21 ADMIN    Connect Printer   CONNECT2
__ MRSCNT31 ADMIN    Connect Printer   CONNECT3
__ MRSPWR   ADMIN    Print to POWER    MRSRPWR Print to Power
__ MRSPWR2  ADMIN    Print to Power witho SYSRPWR
__ MRSTAPE  ADMIN    Print to VSE/Tape TAPEVSE
__ NOM13100 ADMIN    Print to POWER    MRSRPWR Print to Power
__ PRT14LSC ADMIN    DC Group Printer  DAEPR14 VTAM Printer DAEPR14

Top Of Data
Command =>
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---
      Help Add  Exit Flip          -      +                      Menu
    
```

The Printer Maintenance screen lists the Logical Printers defined to Entire Output Management. The printers are listed in alphabetical order.

Special PF Key Assignments: Logical Printer Maintenance

| PF Key | Function | Explanation |
|--------|----------|------------------------|
| PF2 | Add | Add a Logical Printer. |

Available Line Commands: Printer Maintenance

| Command | Meaning |
|---------|---|
| AU | Authorize Users |
| CO | Copy Logical Printer definition |
| DE | Delete Logical Printer definition |
| DI | Display Logical Printer definition |
| LO | Display log information regarding maintenance activity on a Logical Printer |
| MO | Modify Logical Printer definition |
| RN | Rename Logical Printer |

Column Headings: Printer Maintenance

For all headings marked with an asterisk * below, you can enter selection criteria (**prefix ***) in the field directly beneath the heading.

- **Cmd**
Enter a two-character line command.
- **Printer ***
Enter the Logical Printer ID or selection criteria for the ID.
- **Authoriz ***
Access to Entire Output Management objects can be granted to a User ID, a group of Users or to all Users. To list authorized objects enter a User ID, a Distribution List or PUBLIC here.
- **Description**
A short description of the Logical Printer.
- **Physical ***
The name of the Physical Printer.
- **Location**
The physical location of the printer, taken from the definition of the Physical Printer.

Adding a Logical Printer

▶ **To ADD a Logical Printer definition**

- Press PF2 (Add) on the Printer Maintenance screen.

The Logical Printer >General Attributes screen, appears:

```

12:30:13          **** ENTIRE OUTPUT MANAGEMENT ****          28/05/2003
User ID BRY      - Logical Printer >General Attributes -

Logical Printer
  Name ..... _____
  Description ..... _____
Physical Printer
  Name ..... _____
  Location ..... _____

Copies ..... ____
Priority ..... __
Printer Exit
  Member ..... _____
  Library ..... _____          Restrict Usage ..... _

Jobcards
_____
_____
_____

Command => _____
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help  Add   Exit  Flip  Do    Undo                Attrb Edit          Menu
    
```

The Logical Printer >General Attributes screen is used to add a Logical Printer definition or modify an existing one.

Special PF Key Assignments: Logical Printer - General Attributes

| PF Key | Function | Explanation |
|--------|----------|--|
| PF2 | Add | Add another Logical Printer. |
| PF9 | Attrib | Modify special printer attributes. |
| PF10 | Edit | If you have entered a Printer Exit Member, edit the member. For more information, see the Section User Routines and Separator Pages in the System Programmer's Documentation. |

Field Descriptions: Logical Printer - General Attributes

Logical Printer

- **Name**
If you are adding a Logical Printer, you must enter its ID before proceeding.
If you are modifying an existing printer, this field is protected.
The ID must be unique.
- **Description**
Enter a short description for the Logical Printer.

Physical Printer

- **Name**
Enter the ID for the Physical Printer where Reports are to be printed. For further information, see the subsection Selecting a Physical Printer for a Logical Printer.
- **Location** (output field)
The location of the Physical Printer appears here when a printer has been selected.
- **Copies**
Enter the number of copies to be printed.
- **Priority**
Enter the print priority. This is passed to the spooling system when using system printers, or used internally when referring to VTAM printers.

Printer Exit

- **Member**
Enter the name of the exit to be executed for each line before it is printed. You can edit the exit by pressing PF10 (Edit). For more information, see the Section User Routines and Separator Pages in the System Programmer's Documentation.
- **Library** (output field)
The name of the library where the printer exit is located.
- **Restrict Usage**
By default, a general user may select any logical printer for which the user or PUBLIC is authorized (even if all authorization options are set to N). Also, when printing an active report, the user may select any printer defined in the master report definition.
If you specify Y here, only administrators and users with at least one authorization option set to Y may select this printer.
- **Jobcards**
Enter the job cards used when printing with a batch job. If you leave these lines blank, the specifications made for the Monitor Standard Definitions are used for printing with a batch job.

-

Selecting a Physical Printer for a Logical Printer

▶ To select a Physical Printer for a Logical Printer

- Enter an asterisk * in the Physical Printer Name field on the Logical Printer >General Attributes screen and press Enter.

The Printer Selection window opens:

```

15:25:35          **** Entire Output Management ****          08/10/1999
User ID GHH      - Logical Printer >General Attributes -
+-----+
Logical Printer  !                               Printer Selection List  !
Name .....    !                               !
Description ..... !   _   BERTA      2ND FLOOR ROOM 250          !
Physical Printer !   _   CON-NECT          !
Name .....    * !   _   CONNECT1          !
Location ..... !   _   CONNECT2          !
              !   _   CONNECT3          !
Copies .....   !   _   DAEPRT12  DC-GROUP          !
Priority .....  !   _   DAEPRT14  VTAM Printer DAEPRT14        !
Printer Exit    !   _   HPSPool          !
Member .....   !   _   HUGO          !
Library .....  !   _   MRSPRPWR  Print to Power          !
              !                               !
Jobcards        !           Select with any character          !
_____        !                               !
_____        !   PF3 Exit  PF7 Up  PF8 Down          !
_____        !                               !
_____        !                               !
Command => _____ +-----+
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help  Add  Exit  Flip  Do    Undo          Attrb Edit          Menu
    
```

▶ To select a Physical Printer

- Enter any character in the one-character field preceding the printer name. Press Enter.

The printer name is written to the Physical Printer Name field on the Logical Printer >General Attributes screen.

The Logical Printer prints on the Physical Printer selected.

Modifying Special Attributes for a Logical Printer

▶ To modify special attributes for a Logical Printer

- Press PF9 (Attrb) on the Logical Printer >General Attributes screen.

The Logical Printer >Special Attributes screen appears:

```

08:30:44          **** Entire Output Management ****          08/10/1999
User ID GHH      - Logical Printer >Special Attributes -

Logical Printer
  Name ..... SYSPRPWR
  Description ..... _____

Attributes

  Burst .....
  Chars .....
  Class .....
  Compact .....
  Destination .....
  Delt .....
  Disp .....
  Fcb .....
  Flash .....
  Form .....
  Jsep .....
Top Of Data
  Command => _____
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help  Add   Exit  Flip  Do    Undo  -    +                Menu
    
```

The attributes as defined for the Physical Printer appear on this screen. You can modify them by simply entering new values and pressing Enter. For more information on these attributes, see the subsection Defining Special Attributes for a Physical Printer in the System Programmer's Documentation.

Special PF Key Assignments: Logical Printer - Special Attributes

| PF Key | Function | Explanation |
|--------|----------|------------------------------|
| PF2 | Add | Add another Logical Printer. |

Other Logical Printer Maintenance Functions

Modifying a Logical Printer

 **To modify a logical printer**

- On the Logical Printer Maintenance screen, enter MO in the two-character command line preceding the Logical Printer you want to modify and press Enter.

The Logical Printer Definition screen appears for the Logical Printer you have selected.

- You can modify the data displayed by simply entering new data in the input fields. When you have finished modifying the Logical Printer definition, press Enter to save your modifications.

A message confirms that the Logical Printer definition has been successfully modified:

```
Record modified
```

- If COMMIT is set to OFF, press PF5 (Do) to save your modifications before exiting. If you do not, a window opens in which you can commit modifications by typing **Y**. Type **Y** and press Enter.

A message confirms:

```
All modifications committed
```

For explanations of the input fields, see Field Descriptions.

Authorizing User Access to a Logical Printer

To authorize user access to a logical printer

- On the Logical Printer Maintenance screen, enter AU in the two-character command line preceding the Logical Printer for which you want to grant authorization and press Enter.

The Authorization List window for Logical Printers opens.

To grant authorization to a User, proceed as described in the Section Authorizing User Access to Objects.

Copying a Logical Printer

- On the Logical Printer Maintenance screen, enter CO in the two-character command line preceding the Logical Printer you want to copy and press Enter.

The Copy Printer Definition window opens.

To copy the Logical Printer

- Type the name of the target Logical Printer in the input field provided and press Enter.

A message confirms:

```
Logical Printer copied successfully
```

Deleting a Logical Printer

To delete a logical printer

- On the Logical Printer Maintenance screen, enter DE in the two-character command line preceding the Logical Printer you want to delete and press Enter.

If CONFIRM is set to ON, a window opens which asks you to confirm deletion by typing the name of the Logical Printer again.

- Type the Logical Printer name in the input field provided and press Enter.

A message confirms:

```
Object deleted
```

Displaying a Logical Printer

To display a logical printer

- On the Logical Printer Maintenance screen, enter DI in the two-character command line preceding the Logical Printer you want to display and press Enter.

The Logical Printer Definition screen appears for the Logical Printer you selected.

In display mode you can only view the object parameters.
You cannot enter or modify data because all fields are protected.

Displaying Log Information for a Logical Printer

To display log information for a logical printer

- On the Logical Printer Maintenance screen, enter LO in the two-character command line preceding the Logical Printer for which you want to display log information and press Enter.

The Log Display screen appears for the Logical Printer selected.

- You can display more information about a log entry by entering the IN line command in the two-character command line preceding the entry and pressing Enter.

For further details, see the subsection Displaying Log Information for an Object and the Log Display screen.

Renaming a Logical Printer

- On the Logical Printer Maintenance screen, enter RN in the two-character command line preceding the Logical Printer you want to rename and press Enter.

The Rename Logical Printer window opens.

To rename the Logical Printer

- Type the new Logical Printer name in the input field provided and press Enter.

Defining a Distribution List

This section explains how to create a Distribution List and how to add and delete members.

It covers the following topics:

- What is a Distribution List?
 - Listing Distribution Lists
 - Adding a Distribution List
 - Listing the Members of a Distribution List
 - Adding a Member to a Distribution List
 - Displaying Cross References
 - Other Distribution List Maintenance Functions
-

What Is a Distribution List?

In its most basic form, a Distribution list is a list of Users who are to be sent a particular Report and provides for easy Report distribution.

But a Distribution List can also be made up of other Distribution Lists.

Users and lists can be grouped into one Distribution List to create a distribution hierarchy that reflects your organization's structure.

You can then use a Distribution List as an addressee when defining Report Processing by entering the list name in a Distribute To field.

Any modifications in the contents of a Distribution List are automatically reflected in all Reports using this list.

A Distribution List can also be used to grant authorization to a group of Users. For more information on authorization, see the Section Authorizing User Access to Objects.

Listing Distribution Lists

Distribution List Maintenance Screen

 **To list the names of all defined Distribution Lists**

- Enter **4** in the command line of the Main Menu and press Enter.

The Distribution List Maintenance screen appears:

```

10:25:46          **** ENTIRE OUTPUT MANAGEMENT ****          2002-10-01
User ID BRY      - Distribution List Maintenance -

Cmd List      Authoriz Description          Members Part Of
-----
__ ALLUSERS  ADMIN    Reports for all users          3
__ DRO-MAIL  ADMIN    Dro's Dokumentverteiler       6
__ FINANCE   ADMIN    Reports for Finance Department 3 *
__ LIST-1    ADMIN    list 1                         2 *
__ LIST1     ADMIN    Only Test                      *
__ NOM141    ADMIN    Test list for NOM141          5 *
__ NOM211    ADMIN    Test list for NOM211          4 *
__ PERSONEL  ADMIN    Reports for Personnel Department 5 *
__ SAGBDL1   ADMIN    Test API distribution list 1    5
__ SAGBDL2   ADMIN    Test API distribution list 1    5
__ SAGBDL3   ADMIN    Test API distribution list 1    2
__ SAGBLIS2  ADMIN    Test API distribution list 1    1
__ SAGBLST1  ADMIN    Test API distribution list 1    1
__ STEVELST  ADMIN                                *
__ TEST1     ADMIN    Test API distribution list 1    1

Top Of Data
Command =>
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help Add   Exit Flip          -      +                      Menu
    
```

The Distribution List Maintenance screen displays a list of all available Distribution Lists with their description and the number of members in them.

An asterisk (*) in the Part Of field indicates that the list is part of another list.

The names on the list are displayed in alphabetical order.

PF Key Assignments: Distribution List Maintenance

| PF Key | Function | Explanation |
|--------|----------|---------------------------------|
| PF2 | Add | Create a new Distribution List. |

Available Line Commands: Distribution List Maintenance

| Command | Meaning |
|---------|---|
| AD | Add a new member to a list. |
| AU | Authorize a User. See the Section Authorizing User Access to Objects. |
| DE | Delete a Distribution List definition. |
| LI | List members of a list. |
| LO | Display log information. |
| MO | Modify a Distribution List definition. |
| RN | Rename Distribution List. |
| XR | Cross references. |

Column Headings: Distribution List Maintenance

You can enter selection criteria ending with an asterisk * in all fields marked with an asterisk.

- **Cmd**
Enter a command in the two-character command line.
- **List Name ***
Enter selection criteria for the name of the list.
- **Description**
A short description of the list.
- **Members**
Number of members in the list.
- **Part Of**
An asterisk * in this field indicates that the list is part of another Distribution List.

Adding a Distribution List

 **To ADD a new Distribution List**

- Press PF2 (Add) on the Distribution List Maintenance screen.

The Define Distribution List window opens:

```

10:25:46          **** ENTIRE OUTPUT MANAGEMENT ****          2002-10-01
User ID BRY      - Distribution List Maintenance -

Cmd List      Authoriz Description                      Members Part Of
-----
__ ALLUSERS ADMIN Reports for all users                      3
__ DRO-MAIL ADMIN Dro's Dokumentverteiler                6
-
_+----- Define Distribution List -----+
_!
_! List Name ..... _____ !
_! Description .... _____ !
_!
_!
_! Command => _____ !
_!
_! PF1 Help PF2 Add Pf3 Exit PF5 Do PF6 Undo !
_+-----+
__ STEVELST ADMIN                                     *
__ TEST1 ADMIN Test API distribution list 1
Top Of Data
Command => _____
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help Add Exit Flip - + Menu
    
```

PF Key Assignments: Define Distribution List

| PF Key | Function | Explanation |
|--------|----------|--------------------------|
| PF2 | Add | Add a Distribution List. |

Field Descriptions: Define Distribution List

- **List Name**
Enter a name for the Distribution List and press Enter.
- **Description**
Enter a short description for the list.

When you have finished entering data in this window, proceed as follows:

▶ **To validate your modifications**

- Press Enter.

▶ **To save your modifications**

- Press PF5 (Do).

Listing the Members of a Distribution List

A member in a Distribution List can be a distinct User ID or another Distribution List.

▶ **To list the members of a Distribution List**

- On the Distribution List Maintenance screen, enter LI in the two-character Cmd field preceding the appropriate list and press Enter.

The Distribution List Members screen appears:

```

10:40:16          **** ENTIRE OUTPUT MANAGEMENT ****          2002-10-01
User ID BRY          - Distribution List Members -
                    List Name PERSONEL

Cmd  Member  List Description / User name
___  BDE      Dreesen, Hardy
___  DRO      Ross, Detlaf
___  EST      Stich-Foit, Elfriede
___  SMC      Ceyhan, Sadik
___  VKA      Kautz, Volker
___
___
___
___
___
___
___
___
___
___
All
Command => _____
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help  Add  Exit  Flip          -      +                      Menu
    
```

The Distribution List Members screen displays a list of all the members in a Distribution List. Members can be added to or deleted from a list.

PF Key Assignments: Distribution List Members

| PF Key | Function | Explanation |
|--------|----------|---------------------------|
| PF2 | Add | Add a member to the list. |

Available Line Commands: Distribution List Members

| Command | Meaning |
|---------|--------------------------------|
| DE | Delete a member from the list. |

Column Headings: Distribution List Members

Note:

You must give each list a unique definition.

Distribution Lists with identical definitions are rejected by the system.

- **Cmd**
Enter a two-character line command.
- **Member**
The User IDs or Distribution Lists that compose this Distribution List.
- **List Description/User Name**
Descriptions of the Distribution Lists or the names of the Users that compose this Distribution List.

Adding a Member to a Distribution List

 **There are two ways to add a member to a list:**

- In the Distribution List Members screen press PF2 (Add).

OR

- In the Distribution List Maintenance screen, enter the AD line command in the two-character command line preceding the list to receive the new member.

In both cases, the Add a Member to a List window opens:

```

10:40:16          **** ENTIRE OUTPUT MANAGEMENT ****          2002-10-01
User ID BRY          - Distribution List Members -
                    List Name PERSONEL

Cmd  Member  List Description / User name
___  BDE      Dreesen, Hardy
___  DRO      Ross, Detlaf
___  EST      Stich-Foit, Elfriede
___  SMC      Ceyhan, Sadik
___  VKA      Kautz, Volker
___
___
___
___          +-----+
___          !               !
___          !   Add A Member To A List   !
___          !               !
___          !   List Name .... PERSONEL   !
___          !   Member ..... _____ !
___          !               !
___          !   PF3 Exit   PF5 Do         !
All       !               !
Command => _____+-----+
Enter-PF1---PF2---P                                     PF10--PF11--PF12---
      Help  Add  Exit  Flip          -      +                               Menu
    
```

Field Descriptions: Add a Member to a List

- **List Name**
The name of the Distribution List to which you are adding a member is displayed here.
- **Member**
Enter the member name.
This is either a User ID or the name of a Distribution List.

Selecting a Member to Add to a Distribution List

 **To display a list of User IDs or Distribution Lists from which to select a member**

- First enter a question mark ? in the Member field of the Add a Member to a List window and press Enter.
The Member Name Help window opens:

```

10:47:32          **** ENTIRE OUTPUT MANAGEMENT ****          2002-10-01
User ID BRY          - Distribution List Members -
                    List Name PERSONEL

Cmd  Member  List Description / User name
___  BDE      Dreesen, Hardy
___  DRO      Ross, Detlaf
___  EST      Stich-Foit, Elfriede
___  SMC      Ceyhan, Sadik
___  VKA      Kautz, Volker
___
___
___          +-----+
___          !                               !
___          !           Member Name           !
___          !                               !
___          !   Enter a defined User ID or a   !
___          !   defined Distribution List Name !
___          !                               !
___          !                               !
All         !   PF4 User-list PF5 Dist-List   !
Command =>  !                               !
Enter-PF1---PF2---P+-----+PF10--PF11--PF12---
          Help Add  Exit Flip          -      +          Menu
    
```

PF Key Assignments: Member Name

| PF Key | Function | Explanation |
|--------|-----------|--|
| PF4 | User-list | Open a User selection window displaying a list of User names and User IDs. |
| PF5 | Dist-list | Open Distribution List selection window displaying a list of Distribution Lists. |

Selecting a User ID as Member

 **To open the User selection window**

- Press PF4 (User-list) in the Member Name Help window.

The User Selection List window opens:

```

10:47:40          **** ENTIRE OUTPUT MANAGEMENT ****          2002-10-01
Us+-----+
!                User Selection List                !
!                !
Cm!  M   User      Name                               !
_!  _   _____  _____                       !
_!  _   AAARDF    Vark, Joe                           !
_!  _   ABL       Antje, Blondzik                     !
_!  _   ALL-USER  representing all users, Logica!     !
_!  _   AUTOPRNT  Printouts, Automatic               !
_!  _   BDE       Dreesen, Hardy                      !
_!  _   BRY       Reynolds, Boykin                   !
_!  _   DBA       TEST, DBA                           !-----+
_!  _   DEFAULT  Representing an unknown user, !     !
_!  _   DRO       Ross, Detlaf                        !     !
_!  _   EORMON   - Monitor, Entire Operations       !     !
_!                !                                   !
_!                Select With Any Character         !     !
_!                !                                   !
_!  PF3 Exit  PF7 Up  PF8 Down                       !     !
All+-----+
Command => _____!
Enter-PF1---PF2---P+-----+PF10--PF11--PF12---
      Help  Add   Exit  Flip          -      +           Menu
    
```

To select a User to add to the Distribution List

- Enter any character in the one-character input field preceding the ID and name of the User you want to add. Press Enter.

The User ID is written to the Member field of the Add a Member window.

- Press Enter again.

A message confirms that the new member has been added to the Distribution List:

```

Record Added
    
```

- Press PF3 (Exit) to resume.

Selecting a Distribution List as Member

To open the Distribution List selection window

- Press PF5 (Dist-List) on the Member Name Help window.

The Distribution List Selection window opens:

```

11:06:33          **** ENTIRE OUTPUT MANAGEMENT ****          2002-10-01
Use+-----+mbers -
!           !EL
!   Distribution List Selection           !
Cmd!           !
__!           M   List                   !
__!           -   _____             !
__!           -   ALLUSERS                !
__!           -   DRO-MAIL                !
__!           -   FINANCE                 !
__!           -   LIST-1                  !
__!           -   LIST1                   !
__!           -   NOM141                  !-----+
__!           -   NOM211                  !           !
__!           -   PERSONEL                !           !
__!           -   SAGBDL1                 !           !
__!           -   SAGBDL2                 !r a           !
__!           -                           ! Name         !
__!           Select with any character   !           !
__!           !                           !           !
All !   PF3 Exit  PF7 Up  PF8 Down       !list         !
Com!           !                           !           !
Ente+-----+-----+PF10--PF11--PF12---
           Help Add  Exit  Flip           -   +           Menu
    
```

▶ To select a Distribution List to add to the main Distribution List as a member

- Enter any character in the one-character input field preceding the name of the Distribution List you want to add. Press Enter.

The name of the Distribution List selected is written to the Member field of the Add a Member window.

- Press Enter again.

A message confirms that the new member has been added to the Distribution List:

```

Record Added
    
```

▶ To resume

- Press PF3 (Exit).

Deleting a Member from a Distribution List

▶ To delete a member from a distribution list

- In the Distribution List Members screen, enter DE in the two-character command line preceding the member you want to delete and press Enter.

A window opens in which you can confirm deletion by typing the name of the member to be deleted.

- Type the member name and press Enter.

A message confirms deletion.

Displaying Cross References

▶ To display cross reference information for a Distribution List

- Enter XR in the two-character command line preceding the appropriate list.

The XREF of Distribution List window opens:

```

11:11:28          **** ENTIRE OUTPUT MANAGEMENT ****          2002-10-01
User ID BRY          - Distribution List Maintenance -
+-----+
Cmd L!          - XREF of Distribution List -          ! Members Part Of
___ _!          LIST-1          !_-----
___ A!          !          3
___ D!  M  Relation Type          Number          !          6
___ F!  _          !          3          *
XR L!  _  Authorization Report          !          2          *
___ L!  _  Authorization Bundle          !          *
___ N!  _  Authorization Printer          !          5          *
___ N!  _  Authorization Distribution List          !          4          *
___ P!  _  Report Definition (Distribute to)          216          !          5          *
___ S!  _  Member of a Distribution List          1          !          5
___ S!          !
___ S!  PF3 = Exit          !          2
___ S+-----+
___ SAGBLST1 ADMIN      Test API distribution list 1
___ STEVELST ADMIN          *
___ TEST1      ADMIN      Test API distribution list 1
Top Of Data
Command =>
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help Add  Exit Flip          -          +          Menu
    
```

▶ To list the objects of the relation type

- Mark the input field in the M column preceding the appropriate type and press Enter.

The following XREF Object window opens with a list of all objects of the type selected:

```

11:18:04          **** ENTIRE OUTPUT MANAGEMENT ****          2002-10-01
User ID BRY      - Distribution List Maintenance -
+-----+
! Report                Description                                !
! -----!
! UEX-ADDFP-OPEN        Exit ADDFP/OPEN separate sysout into several re !
! UEX-CARS-STD1         Standard Exit 1 example                               !
! UEX-CREATE            Exit CREATE report                                   !
! UEX-FORW-BACKW        Exit FORW/BACKW/TOPP example                         !
! UEX-EMPL-STD31MCC     Standard Exit 3 example                               !
! DEPTDS1-ADMA          ( STD1 ) Standard Exit 1 Example                       !
! DEPTDS1-COMP          ( STD1 ) Standard Exit 1 Example                       !
! DEPTDS1-FINA          ( STD1 ) Standard Exit 1 Example                       !
! DEPTDS1-MARK          ( STD1 ) Standard Exit 1 Example                       !
! DEPTDS1-MASK          ( STD1 ) Standard Exit 1 Example                       !
! DEPTDS1-MGMT          ( STD1 ) Standard Exit 1 Example                       !
! DEPTDS1-PROD          ( STD1 ) Standard Exit 1 Example                       !
!
! Top Of Data
! PF3 = Exit           PF7 = Top           PF8 = down           PF11 = Sort           PF9 = Ext           !
+-----+
Command =>
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help Add   Exit Flip           -           +                               Menu
    
```

PF Key Assignments: XREF Object

| PF Key | Function | Explanation |
|--------|----------|---|
| PF7 | Top | Return to top of list. |
| PF8 | Down | Scroll one screen forward. |
| PF9 | Ext | Toggle between display of long and short report/bundle names. |
| PF11 | Sort | Sort objects in alphabetical order. |

Other Distribution List Maintenance Functions

Modifying a Distribution List

 **To modify a distribution list**

- On the Distribution List Maintenance screen, enter MO in the two-character command line preceding the Distribution List you want to modify and press Enter.

The Define Distribution List window opens for the Distribution List you have selected.

From this window, you can modify only the Description field.

- Simply enter a new description and press Enter to save your modifications.

A message confirms that the description has been successfully modified:

| |
|-----------------|
| Record modified |
|-----------------|

If COMMIT is set to OFF, proceed as follows:

▶ To save your modifications before exiting

- Press PF5 (Do).

If you do not, a window opens which asks you to commit modifications by typing **Y**.

- Type **Y** and press Enter.

A message confirms:

```
All modifications committed
```

To add or delete a member, see the subsections Adding a Member to a Distribution List and Deleting a Member from a Distribution List.

Authorizing User Access to a Distribution List

▶ To authorize user access to a distribution list

- On the Distribution List Maintenance screen, enter AU in the two-character command line preceding the Distribution List for which you want to grant authorization and press Enter.

The Authorization List window for Distribution Lists opens.

To grant authorization to a User, proceed as described in the Section Authorizing User Access to Objects.

Deleting a Distribution List

▶ To delete a distribution list

- On the Distribution List Maintenance screen, enter DE in the two-character command line preceding the Distribution List you want to delete and press Enter.

If CONFIRM is set to ON, a window opens which asks you to confirm deletion by typing the name of the Distribution List again.

- Type the Distribution List name in the input field provided and press Enter.

A message confirms:

```
Object deleted
```

Displaying a Distribution List

See the subsection Listing the Members of a Distribution List.

Displaying Log Information for a Distribution List

▶ To display log information for a distribution list

- On the Distribution List Maintenance screen, enter LO in the two-character command line preceding the

The Log Display screen appears for the Distribution List selected.

- You can display more information about a log entry by entering the IN line command in the two-character command line preceding the entry and pressing Enter.

For further details, see the subsection Displaying Log Information for an Object and the Log Display screen.

Renaming a Distribution List

- On the Distribution List Maintenance screen, enter RN in the two-character command line preceding the Distribution List you want to rename and press Enter.

The Rename Distribution List window opens.

To rename the Distribution List

- Type the new Distribution List name in the input field provided and press Enter.

Authorizing User Access to Objects

This section describes how to grant Authorization to individual Users or to a group of Users on a Distribution List.

It covers the following topics:

- Authorization List
 - Adding User to Authorization List
 - Other Authorization Functions
-

Authorization List

Every defined object in Entire Output Management is associated with an Authorization List for that object. Authorization can be granted to an individual User or to a group of Users in a Distribution List.

The Authorization List for an object contains User IDs and/or the names of Distribution Lists. Each User ID or Distribution List can have a different access level to that object.

The Authorization List can be modified by:

- the Owner of the object
- a User who was granted the Owner option
- a User in a Distribution List that was granted the Owner option

For more information on how to define Users in Entire Output Management, see the subsection Defining a User in the System Programmer's Documentation.

To authorize user access to an object

- On an object maintenance screen, enter AU in the two-character command line preceding the object for which you want to authorize User access and press Enter.

The Authorization List window appears:

```

17:24:59          **** ENTIRE OUTPUT MANAGEMENT ****          2000-11-15
User ID GHH          - Report Maintenance -

Cmd Report          +-----+
_____ ! Authorization List Report - UEX-GO !
au UEX-GO          ! !
___ UEX-INSL-ADDP ! Cmd      User ID      Own Mod Pur Dis Arc Rev !
___ UKSJU-ABEND   !    _____ GW          Y  Y  Y  Y  Y  Y !
___ UKSJU-BIG-SEP !    _____ !
___ UKSJU-COBOL   !    _____ !
___ UKSJU-DEST    !    _____ !
___ UKSJU-DEST-SE !    _____ !
___ UKSJU-FILE    !    _____ !
___ UKSJU-HANG    !    _____ !
___ UKSJU-IMMARC  !    _____ !
___ UKSJU-INSL    !    _____ !
___ UKSJU-NAF-ANY !    _____ !
___ UKSJU-NAF-NAM !    _____ !
___ UKSJU-NAF-NAM ! All !
___ UKSJU-NAF-NAM ! Command => _____ !
More ...          ! DE Delete MO Modify !
Command => _____ ! Enter-PF1---PF2---PF3---PF5---PF6---PF7---PF8---PF12- !
Enter-PF1---PF2--- ! Help Add End Up Down Menu !
Help Add          +-----+
    
```

This screen lists all Users or User groups on Distribution Lists authorized for a given object. It also displays their authorization level.

Our example, above, lists all Users authorized for Report ADAREP-009.

You can add Users to the Authorization List, delete them from the Authorization List or modify the authorization level for a given User.

Special PF Keys

| PF Key | Function | Explanation |
|--------|----------|--|
| PF2 | Add | Add a User or Distribution List to the Authorization List. |

Available Line Commands

| Command | Meaning |
|---------|--|
| DE | Delete Authorization for a User or Distribution List |
| MO | Modify Authorization for a User or Distribution List |

Column Headings

- **(Name of Object Type, Name of Object)**
Report, Bundle, Printer or Distribution List name. The name of the object type and the name of the object appear after the heading Authorization List on the same line.
- **Cmd**
Enter DE (DELETE) or MO (MODIFY) in the two-character field preceding the object to be processed and press Enter.
- **User ID**
The User ID or the Distribution List which is authorized to access the object.
- **Own, Mod, Pur, Dis, Arc, Rev**
A Y or an N here indicates whether the User is enabled to perform these functions with the object.

For an explanation of these fields and their functions, see the subsection Grant Options under the heading Field Descriptions.

Adding a User to an Authorization List

Authorization to handle an object can be granted by the object owner to other Users or to PUBLIC (all Users).

 **To add a User or group of Users to the Authorization List for an object**

- Press PF2 (Add) in the Authorization List window.

The Authorization Definition window opens:

```

17:24:59          **** ENTIRE OUTPUT MANAGEMENT ****          2000-11-15
User ID GHH              - Report Maintenance -

Cmd Report          +-----+
_____          ! Authorization List Report - UEX-GO          !
au UEX-GO          +-----+
__ UEX-INSL- !          - Authorization Definition -          !
__ UKSJU-ABE !          !          !          !          !
__ UKSJU-BIG ! Object Type: Report          !          !
__ UKSJU-COB ! Object Name: UEX-GO          !          !
__ UKSJU-DES ! Granted User ID ....: _____          !
__ UKSJU-DES ! Grant Options:          !          !
__ UKSJU-FIL ! Owner ....: _          !          !
__ UKSJU-HAN ! Modify ...: _          !          !
__ UKSJU-IMM ! Purge ....: _          !          !
__ UKSJU-INS ! Display ...: _          !          !
__ UKSJU-NAF ! Archive ...: _          !          !
__ UKSJU-NAF ! Revive ...: _          !          !
__ UKSJU-NAF !          !          !          !          !
__ UKSJU-NAF ! Command => _____          ! _____          !
More ...          ! Enter-PF1---PF2---PF3---PF5---PF9---PF12--          !          !
Command => __ !          Help Add End Do Ext Menu ! 8---PF12-          !
Enter-PF1---PF +-----+          +-----+          +-----+          !
          Help Add          +-----+          +-----+          +-----+
    
```

This window enables you to grant Authorization to individual Users or to groups of Users on a Distribution List.

You can select the functions to grant and those to deny.

Field Descriptions

- **Object Type**
The Object Type appears here: Report, Bundle, Printer or Distribution List.
- **Object Name**
The name of the object type for which you are granting Authorization.
- **Granted User ID**
The User ID or name of Distribution List to which Authorization is granted.
Enter a question mark (?) and press Enter. The Member Name window opens. Press PF4 to display a User Selection List or PF5 to display a selection window for Distribution Lists.

Grant Options

Enter **Y** to allow the function or **N** to disallow the function.

- **Owner**
User can perform all functions and authorize other Users for this object.
- **Modify**
User can display and modify this object.
- **Purge**
User can display, modify and delete this object but **cannot authorize** other Users.
- **Display**
User can only display this object.
- **Archive**
User can archive this object.
- **Revive**
User can revive this object from the archive.

Other Authorization Functions

Modifying User Authorization

 **To modify user authorization from the Authorization List window**

- Enter MO in the two-character command line preceding the User for whom you want to modify Authorization and press Enter.

The Authorization Definition window opens.

Proceed as described in the subsection Adding User to Authorization List.

Deleting User from Authorization List

 **To delete a user from an authorization list**

- In the Authorization List window, enter DE in the two-character command line preceding the User for whom you want to delete Authorization and press Enter.

If CONFIRM is ON, a window opens which asks you to confirm deletion by typing the User ID again.

- Type the User ID to be deleted in the input field provided and press Enter.

A message confirms:

Object deleted

Defining Logical Users

This section describes how active report distribution works and how logical users can replace Distribution Lists to improve Entire Output Management's performance and ease-of-use.

It covers the following topics:

- Benefits of Logical Users
 - Active Report Distribution
 - Logical Users
-

Benefits of Logical Users

The obvious benefit, as explained below, is that the monitor must submit considerably fewer ADABAS calls to distribute active reports. This reduces CPU requirements, thereby increasing throughput, both for the monitor and for the ADABAS database containing the NOM system file. It also means that fewer records are stored in the NOM system file, so that it occupies less space on the database and grows more slowly.

Currently, a user added to a distribution list - for example, a new employee in the Finance department - can only browse active reports created after that user was added to the distribution list. With a logical user representing Finance, on the other hand, the new employee can see all active reports.

Other benefits include an orderly and consistent active report filing system and the prevention of accidental deletion of active reports (see Summary of Differences, below, for more details).

Active Report Distribution

When the NOM monitor creates an active report, it distributes it to the specified users and distribution lists by reading each distribution list and storing a mail record for each user in the list and for each specified user. If a user appears in more than one list, only one mail record is stored for that user.

For example:


```

11:39:10          **** ENTIRE OUTPUT MANAGEMENT ****          2001-01-03
User ID UKSJU          - Define User -

User ID ..... ALL-USER

First Name ... Logical userid_____
Last Name .... representing all users_____ Title .. _____
Address ..... _____
                _____

City ..... _____
Country ..... _____ Postal Code .. _____

Dept No ..... _____ Dept Name ... _____
Location ..... _____
Organization . _____
Work Phone
  Country ... ___ Phone .. _____ Extension .. _____
Home Phone
  Country ... ___ Phone .. _____

Command => _____
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help Add  Exit Flip Do    Undo          ProFl          Menu
    
```

```

11:40:50          **** ENTIRE OUTPUT MANAGEMENT ****          2001-01-03
User ID UKSJU          - Define User -

User ID ..... FIN-USER

First Name ... Logical userid_____
Last Name .... representing Finance users_____ Title .. _____
Address ..... _____
                _____

City ..... _____
Country ..... _____ Postal Code .. _____

Dept No ..... _____ Dept Name ... _____
Location ..... _____
Organization . _____
Work Phone
  Country ... ___ Phone .. _____ Extension .. _____
Home Phone
  Country ... ___ Phone .. _____

Command => _____
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help Add  Exit Flip Do    Undo          ProFl          Menu
    
```

```

11:42:23          **** ENTIRE OUTPUT MANAGEMENT ****          2001-01-03
User ID UKSJU          - Define User -

User ID ..... PER-USER

First Name ... Logical userid_____
Last Name .... representing Personnel users____ Title .. _____
Address ..... _____
                _____
City ..... _____
Country ..... _____ Postal Code .. _____

Dept No ..... _____ Dept Name ... _____
Location ..... _____
Organization . _____
Work Phone
  Country ... ___ Phone .. _____ Extension .. _____
Home Phone
  Country ... ___ Phone .. _____

Command => _____
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help Add  Exit Flip Do      Undo          ProFl          Menu
    
```

2. Now modify the Authorization definitions for each of the logical users' #Inbasket folders. ALL-USER's #Inbasket should now be available to everybody.

- Enter the FO line command for ALL-USER and then AU for #Inbasket.
- Press PF2 to add an authorization.
- Enter PUBLIC in the Granted User ID field:

```

11:47:29          **** ENTIRE OUTPUT MANAGEMENT ****          2001-01-03
User ID UKSJU          - Active Reports>Folder Maintenance -
                        - For User ID ALL-USER -

Cmd Folder          +-----+
_____ ! Authorization List Folder - ALL-USER00001 !
au #Inbasket +-----+
_____ ! - Authorization Definition - !
_____ ! ! !
_____ ! Object Type: Folder ! !
_____ ! Object Name: ALL-USER00001 ! !
_____ ! Granted User ID ....: public__ ! !
_____ ! Grant Options: ! !
_____ ! Owner ....: ! !
_____ ! Modify ...: ! !
_____ ! Purge ....: ! !
_____ ! Display ..: ! !
_____ ! Archive ..: ! !
_____ ! Revive ...: ! !
_____ ! ! !
_____ ! Command => _____ ! _____ !
All ! Enter-PF1---PF2---PF3---PF5---PF9---PF12-- ! !
Command => ___ ! Help Add End Do Ext Menu ! 8---PF12- !
Enter-PF1---PF +-----+ wn Menu !
      Help Add +-----+
    
```


Modify Distribution Definitions

Modify each master report that uses one of our 3 lists and, in Distribution, replace the list name with the logical User-ID. Instead of ALLUSERS, specify ALL-USER; instead of FINANCE, specify FIN-USER; instead of PERSONEL, specify PER-USER. Remember that reports are also distributed to the Master Owner, so you may want to change that also (to ALL-USER, FIN-USER or PER-USER - however, bear in mind that, if Use Owner-ID is set to Y, in system defaults, the Master Owners must be defined to any external security system) and to any user with authorization granted to the report.

If these 3 lists are only used for distribution (not for authorization) they can now be deleted. All new active reports created for the amended master reports will be distributed only to the logical user, which means that the NOM monitor will not need to read any distribution list records and will only have to store 1 mail record per active report. Obviously, this will greatly improve performance over distributing active reports to many users.

On the other hand, all users will still be able to browse their active reports, owing to the folder links.

Summary of Differences

The major difference with logical users is that active reports distributed before these changes will still be in each user's own folder. This means that the user has to look in one folder for old reports and another folder for new reports. This problem can be alleviated by distributing existing active reports to the logical user, so that all non-archived reports will be available in a single folder (archived reports cannot be distributed). Of course, if logical users are implemented from the beginning, this disadvantage does not arise.

Another difference is that active reports can no longer be manually deleted, except by a system administrator, who must enter LI for the master report definition and delete active reports from the resulting list. This may or may not be a disadvantage, depending on whether or not you allow users to delete active reports. On balance, deletion is best left to the monitor and the system administrators, to prevent accidental deletion.

The final difference is that the user must look in several folders, instead of receiving all reports by default in #Inbasket. Initially this might seem disadvantageous, but once the user becomes accustomed to it, will prove an advantage as it imposes an orderly filing system.

Active Reports and Folders

An Active Report is the output that an addressee receives. The user can define Folders in which to group Active Reports.

This section covers the following topics:

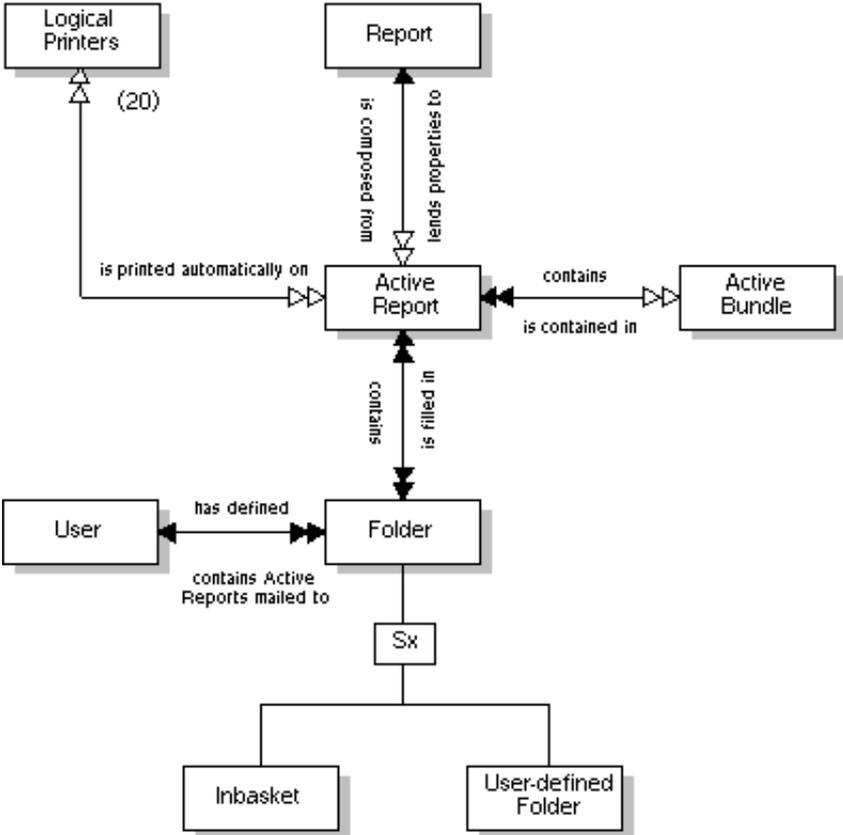
- Active Reports
 - Folders
 - Listing Folders
 - Adding a Folder
 - Linking a Folder
 - Other Folder Maintenance Functions
 - Listing Active Reports
 - Modifying an Active Report
 - Browsing an Active Report with the Software AG Editor
 - Other Active Report Functions
-

Active Reports

An Active Report:

- is the output that an addressee receives.
- can be sent to Entire Output Management users either automatically, when the Active Report is created and the User ID is defined in the User/List field on the Report Definition >Distribution Attributes screen, or manually by any authorized User ID at any time.
- is generated by the Report definition from all or part of a spool data set that satisfies the criteria set in the identification attributes of the Report definition.
- can be printed automatically on up to 20 predefined Logical Printers.

Active Report - Object relationship diagram



Folders

The user can define Folders in which to group Active Reports.

Listing Folders

To select Folders defined for your User ID

- Enter **5** in the command line of the Main Menu and press Enter.

The Active Reports >Folder Maintenance screen appears:

```

11:28:00          **** ENTIRE OUTPUT MANAGEMENT ****          2000-11-15
User ID MRS      - Active Reports>Folder Maintenance -

Cmd Folder      Description
-----
___ #Inbasket
___ #Migration
___ ADABAS       Lists created by ADABAS Utilities
___ Employees    Lists of the Personnel Department
___ MSE-Public   Lists authorized by MSE
___ NOM-Catall   Catall error lists
___ NOM-Lists    ARCHIVER/REVIVER/MONITOR Lists
___ Public       PUBLIC Reports
___
___
___
___
___
___
All
Command => _____
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help  Add  Exit  Flip          -      +          Clr  Menu
    
```

This screen lists all Folders defined for your User ID.

- The Folder #Inbasket is automatically created when a User ID is defined and can be renamed but not deleted.
- The Folder #Migration is automatically created only when migrating from previous versions of Entire Output Management (formerly Natural Output Management). It contains all Active Reports which are available during migration time.

Special PF Keys

| PF Key | Function | Explanation |
|--------|----------|---|
| PF2 | Add | Add a Folder definition. |
| PF11 | Clr | Reset active report selection criteria. Use PF11 if you do not want the active report list to be filtered according to the selection criteria last used. |

Available Line Commands

| Command | Meaning |
|---------|--|
| AU | Authorize all users (PUBLIC), a user group (Distribution List) or a specified User ID to access Active Reports filed in the Folder. Only Users with owner authorization for the Report can perform this function. See Authorizing User Access to a Folder and the Section Authorizing User Access to Objects. |
| CO | See Copying a Folder Definition. |
| DE | See Deleting a Folder Definition. Folder containing Active Reports cannot be deleted. |
| DI | See Displaying a Folder Definition. |
| LF | See Linking a Folder to another User. |
| LI | See Listing Active Reports Filed in a Folder. |
| LK | List Active Reports filed in a folder, using keyword selection. See Listing Active Reports in a Folder">Listing Active Reports Filed in a Folder. |
| MO | See Modifying a Folder Definition. |
| RN | See Renaming a Folder Definition. |

Column Headings

- **Cmd**
Enter a two-character line command (see above).
- **Folder (*)**
Folder name. You can enter a Folder prefix followed by an asterisk * in the field immediately below the column heading and press Enter to list all Folders beginning with the prefix.
- **Description**
A short description of the respective Folder.

Adding a Folder

▶ To ADD a Folder definition for your User ID

- Press PF2 (Add) on the Active Reports >Folder Maintenance screen.

The Folder Definition >General Attributes screen appears:

```

11:29:12          **** ENTIRE OUTPUT MANAGEMENT ****          2000-11-15
User ID GHH      - Folder Definition >General Attributes-

Folder
  Name ..... _____
  Description ..... _____
  internal Name .....

List Layout ..... 2    1 = Active Report summary
                       2 = Active Report list (descriptive attributes)
                       3 = Active Report list (technical attributes)

Linked Folder
  User ID ..... _____
  Folder Name ..... _____

Command => _____
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help  Add  Exit  Flip  Do   Undo                               Menu
    
```

Special PF Keys

| PF Key | Function | Explanation |
|--------|----------|--------------------------------|
| PF2 | Add | Add another Folder definition. |

Field Descriptions

Folder

- **Name**
You must first enter the Folder name when creating a new Folder. This field is protected when modifying an existing Folder.
- **Description**
Enter a short description for the Folder.
- **Internal Name**
This name is created automatically by Entire Output Management. This name is a unique identifier within the whole system.
- **List Layout**
You can define how Active Reports are listed in the Folder.

Linked Folder

If another User ID authorizes you to use one (or more) of its Folders, you can link one of your Folders to the authorized Folder. Now you can browse, print and file all Active Reports filed in the authorized Folder.

- **User ID**
Enter the User ID, which has given you authorization to use its Folder(s).
- **Folder Name**
Enter a valid Folder name for the User ID above.

Linking a Folder

▶ To make a Folder that belongs to your User ID available to other users

- Enter LF on the Active Reports >Folder Maintenance in the two-character command line preceding the Folder to be linked and press Enter.

The Folder Definition >Link Folder to Folder screen appears:

```

09:44:39          **** ENTIRE OUTPUT MANAGEMENT ****          2000-11-15
User ID GHH      - Folder Definition >General Attributes-

For User ..... _____

Folder
  Name ..... Summary_____
  Description ..... _____

List Layout ..... 1    1 = Active Report summary
                       2 = Active Report list (descriptive attributes)
                       3 = Active Report list (technical attributes)

Linked Folder
  User ID ..... GHH
  Folder Name ..... Summary

Command => _____
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help  Add   Exit  Flip  Do    Undo
    
```

PF Key Assignments: Folder Definition >Link Folder to Folder

| PF Key | Function | Explanation |
|--------|----------|----------------------|
| PF2 | Add | Link another Folder. |

Field Descriptions

- **For User**
Enter the User ID for which you want to create a Folder.

Folder

- **Folder name**
Enter the name of the Folder you want to create.
- **Description**
Enter a short description for Folder.
- **List Layout**
You can define how Active Reports are listed in the Folder.

Linked Folder

The current Folder for which the link is being created.

- **User ID**
The User ID of the current Folder.
- **Folder Name**
The name of the current Folder.

Other Folder Maintenance Functions

Modifying a Folder Definition

▶ To modify a folder definition

1. On the Folder Maintenance screen, enter MO in the two-character command line preceding the folder you want to modify and press Enter.

The Folder Definition >General Attributes screen appears for the folder you have selected.

2. You can modify the data displayed by simply entering new data in the input fields. When you have finished modifying the folder definition, press Enter to save your modifications.

A message confirms that the folder definition has been successfully modified:

```
Record modified
```

3. If COMMIT is set to OFF, press PF5 (Do) to save your modifications before exiting. If you do not, a window opens which asks you to commit modifications by typing Y. Type Y and press Enter.

A message confirms:

```
All modifications committed
```

For explanations of the input fields, see Field Descriptions: Folder Definition - General Attributes.

Authorizing User Access to a Folder

▶ To authorize user access to a Folder

- On the Folder Maintenance screen, enter AU in the two-character command line preceding the folder for which you want to grant authorization and press Enter.

The Authorization List window for Folders opens.

To grant authorization to a new User, proceed as described in the Section Authorizing User Access to Objects.

Copying a Folder Definition

▶ To copy a folder definition

- On the Folder Maintenance screen, enter CO in the two-character command line preceding the folder you want to copy and press Enter.

The Copy Folder Definition window opens.

▶ To copy the folder

- Type the name of the target folder in the input field provided and press Enter.

A message confirms:

```
(Folder name) copied successfully
```

Deleting a Folder Definition

▶ To delete a folder definition

1. On the Folder Maintenance screen, enter DE in the two-character command line preceding the folder you want to delete and press Enter.

If CONFIRM is set to ON, a window opens which asks you to confirm deletion by typing the name of the folder again.

2. Type the folder name in the input field provided and press Enter.

A message confirms:

```
Object deleted
```

Displaying a Folder Definition

▶ To display a folder definition

- On the Folder Maintenance screen, enter DI in the two-character command line preceding the folder you want to display and press Enter.

The Folder Definition screen appears for the folder you selected.

In display mode, you can only view the object parameters.

You cannot enter or modify data because all fields are protected.

For explanations of the fields, see Field Descriptions: Folder Definition - General Attributes.

Renaming a Folder Definition

▶ To rename a folder definition

- On the Folder Maintenance screen, enter RN in the two-character command line preceding the folder you want to rename and press Enter.

The Rename Folder window opens.

▶ To rename the folder

- Type the new folder name in the input field provided and press Enter.

Listing Active Reports

▶ To list Active Reports filed in a Folder

- On the Active Reports >Folder Maintenance screen, enter LI in the two-character Cmd field preceding the appropriate Folder and press Enter.

The Active Report screen appears in the defined layout (selected in the List Layout field - on the Folder Definition >General Attributes screen).

You can also select active reports by keyword.

▶ To do this

- Enter LK in the two-character Cmd field preceding the appropriate folder and press Enter.

You will then be presented with a window where you can enter the keyword to be used for active report selection, or press PF3 to return to the folder list. See the Section Adding a Report Definition for more information about keywords.

Listing Active Reports Summary in Folder

▶ To list a summary of Active Reports filed in a Folder

1. The List Layout field on the Folder Definition >General Attributes screen must be defined as 1 (summary).
2. On the Active Reports >Folder Maintenance screen, enter LI in the two-character Cmd field preceding the appropriate Folder and press Enter.

If long report and bundle names are displayed by the system (see settings in System Defaults and Adding a User Profile), the Active Reports >Summary screen will take the following form:

```

10:24:01          **** ENTIRE OUTPUT MANAGEMENT ****          2000-11-15
User ID GHH          - Active Reports>Summary -

Cmd Report          Description          NumRp
-----
__ CHECK_DEVELOPMENT      Output of Check Routines for Development      25
__ ADABAS-START-JOB      ADABAS Start Job with statistics              1
__ ADAREP-DB088          Data base report data base 088 - VSEE1 -      1
__ ADAREP-DB088-EXT      ADABAS data sets data base 88 with 2 or mo    1
__ ADAREP088-NOM          Extract of all NOM data sets                  1
__
__
__
__
__
__
__
__
__
__
All
Command => _____
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help      Exit Flip          -      +      Ext      <      >      Menu
    
```


List Active Reports for Selected Report Definition

▶ To list Active Reports for a selected Report definition

- On the Active Reports >Summary screen (or on the Report Maintenance screen), enter LI in the two-character Cmd field preceding the appropriate Report definition and press Enter.

The Active Report List screen appears:

```

15:37:34          **** ENTIRE OUTPUT MANAGEMENT ****          2000-11-15
User ID GHH          - Active Report List -

Report ..... ADABAS-START-JOB
Description ... ADABAS Start Job mit Statistiken

Cmd Mail Date/Time RunNمبر Lines   A R L Rep.Exp. Arc.Exp. Rev.Exp. Message
-----
___ 20001026 12:56   21571   320    D 20001102
___ 20001026 12:56   21570   346    D 20001102
___ 20001026 12:56   21569   349    D 20001102
___ 20001026 12:56   21568   348    D 20001102
___ 20001021 08:09   21565   367    D 20001028
___
___
___
___
___
___
___
All
Command => _____
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help          Exit  Flip          -      +      Ext          Menu

```

All Active Reports in Folder

If you enter this function from the Active Reports >Summary screen, all Active Reports for the selected Report definition in the Folder are listed.

All Active Reports Mailed to User ID

If you enter this function from the Report Maintenance screen, and you are defined as a General User, all Active Reports mailed to your User ID for the selected Report definition are listed.

All Active Reports for Report Definition

If you enter this function from the Report Maintenance screen, and you are defined as Administrator, all Active Reports for the selected Report definition are listed.

Available Line Commands

| Command | Meaning |
|---------|--|
| AR | Mark an Active Report for Archiving or reset archive flag. The next time the Archiving task is active, it copies the Active Report contents to a magnetic media, which can be restored later. |
| BR | Browse the contents of the Active Report. This function invokes the Software AG Editor. |
| BU | Add the Active Report to an Active Bundle that is in Opened status. A window opens requesting the Bundle name. |
| CP | Confirm print of an Active Report. (Available when a Report is defined with the CONFIRM option.) The Active Report is printed only when all target Users confirm printing. |
| DE | Delete an Active Report. If you are the owner of this Active Report, the contents of the Active Report are deleted. Otherwise, only the pointer from the Active Report to your User ID is deleted. |
| DI | Display General Attributes of an Active Report. |
| DD | Display a Report Definition. |
| DS | Distribute an Active Report to an additional User. The User ID receives the Active Report in its #Inbasket Folder. A window opens requesting the User ID. |
| FI | File an Active Report in a Folder. A window opens requesting the Folder name. |
| MO | Modify an Active Report. |
| PR | Print an Active Report. |
| RV | Mark an archived Active Report for reviving or reset the revive flag. The Active Report is restored from the magnetic media to its original location the next time the reviver is active. |
| SP | Spool Attributes Active Reports. |
| US | List Users connected to Active Report (Users on Distribution List and additional Users). |
| XB | Cross reference. Displays all Bundles that contain the Report. |

Column Headings

- **Cmd**
Enter a two-character line command (see above).
- **Mail Date/Time**
Date and time when the Active Report was mailed to your User ID. Enter:
<(date in system format) to display all active reports mailed **before** the date;
=(date in system format) to display all active reports mailed **on** the date;
>(date in system format) to display all active reports mailed **after** the date.
- **RunNmbr**
Internal sequence number of the Active Report.
- **Lines**
Number of lines in the Active Report.
- **A ***
This is the Archive flag. You can enter *, **A**, **I** or **R** as selection criteria to display:
 - * Active Reports which have been successfully archived.
 - A** Active Reports which are marked for archiving.
They are archived when the archiving task is started.
 - I** Active reports which are marked for archiving but which should be retained for on-line viewing until their retention period expires.
 - R** Active reports which have been archived and retained for on-line viewing until their retention period expires.

Leave **blank** to display all Active Reports regardless of archive status.

- **R ***

This is the Revive from Archive flag.

You can enter *, **C**, **D** or **S** as selection criteria to display:

- * Active Reports which have been successfully revived.
- C** Active Reports which are marked for reviving from archive to Con-nect.
- D** Active Reports which are marked for reviving from archive to Entire Output Management Data Base.
- S** Active Reports which are marked for reviving from archive to spool.

Leave **blank** to display all Active Reports regardless of revive status.

- **L ***

This is the Location flag.

It indicates the current storage location for the Active Report.

You can enter *, **A**, **C**, **D** or **S** as selection criteria to display:

- * All Active Reports, regardless of storage location.
- A** Active Reports currently archived.
- C** Active Reports currently stored in Con-nect.
- D** Active Reports currently stored in the Entire Output Management Data Base.
- S** Active Reports currently stored in the spool or in a copy file.

Leave **blank** to display all Active Reports regardless of revive status.

- **Rep.Exp.**

Report expiration date. The Active Report is available online until this date.

- **Arc.Exp.**

Archive expiration date. The Active Report is kept in the Archive until this date.

- **Rev.Exp.**

Revive expiration date. If the Active Report has been revived from the Archive, the copy created is available online until this date.

- **Message**

Indicates whether the printing of the Active Report must still be confirmed, or whether it is already confirmed. CONFIRM appears in this field when the Active Report printing must still be confirmed. CONFIRMED appears when the active report printing has been confirmed. If NOMEX008 is in use (see the Section **NOM User Exits**), the Message field contains return data from NOMEX008.

Listing Active Reports in a Folder

To list Active Reports filed in a Folder

1. The List Layout field on the Folder Definition >General Attributes screen must be defined as **2** (descriptive attributes) or **3** (technical attributes).
2. On the Active Reports >Folder Maintenance screen, enter LI in the two-character Cmd field preceding the appropriate Folder and press Enter.

If long report and bundle names are displayed by the system (see settings in System Defaults and Adding a User Profile), the Active Report List >Folder screen will take the following form:

```

11:17:44          **** ENTIRE OUTPUT MANAGEMENT ****          2000-11-15
User ID GHH      - Active Report List >Folder #Inbasket -

Cmd Report              Mail Date/Time Description
-----
__ CHECK_DEVELOPMENT    20001117 17:29 Output of Check Routines for Deve
__ ADABAS-START-JOB     20001027 13:42 ADABAS Start Job with statistics
__ ADABAS-START-JOB     20001026 12:56 ADABAS Start Job with statistics
__ ADABAS-START-JOB     20001026 12:56 ADABAS Start Job with statistics
__ ADABAS-START-JOB     20001026 12:56 ADABAS Start Job with statistics
__ ADABAS-START-JOB     20001026 12:56 ADABAS Start Job with statistics
__ ADABAS-START-JOB     20001021 08:09 ADABAS Start Job with statistics
__ ADAREP-DB088-EXT     20001020 15:52 ADABAS Data sets data base 88 wi
__ ADAREP088-NOM        20001020 15:52 Extract of all NOM data sets
__ ADAREP-DB088         20001020 15:52 Data base report data base 088 -
__ CHECK_DEVELOPMENT    20001110 09:19 Output of Check Routines for Deve
__ CHECK_DEVELOPMENT    20001110 09:19 Output of Check Routines for Deve
__ CHECK_DEVELOPMENT    20001110 09:19 Output of Check Routines for Deve
__ CHECK_DEVELOPMENT    20001110 09:18 Output of Check Routines for Deve
__ CHECK_DEVELOPMENT    20001110 09:18 Output of Check Routines for Deve
Top Of Data
Command =>
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help      Exit Flip      -      +      Ext      <      >      Menu
    
```

- By using PF9 (Ext), you can toggle to short names display.
Then the Active Report List >Folder screen will take the following form:

```

11:17:44          **** ENTIRE OUTPUT MANAGEMENT ****          2000-11-15
User ID GHH      - Active Report List >Folder #Inbasket -

Cmd Report              Mail Date/Time Description
-----
__ CHECK_DEVELOPMENT    20001117 17:29 Output of Check Routines for Development
__ ADABAS-START-JOB     20001027 13:42 ADABAS Start Job with statistics
__ ADABAS-START-JOB     20001026 12:56 ADABAS Start Job with statistics
__ ADABAS-START-JOB     20001026 12:56 ADABAS Start Job with statistics
__ ADABAS-START-JOB     20001026 12:56 ADABAS Start Job with statistics
__ ADABAS-START-JOB     20001026 12:56 ADABAS Start Job with statistics
__ ADABAS-START-JOB     20001021 08:09 ADABAS Start Job with statistics
__ ADAREP-DB088-EXT     20001020 15:52 ADABAS Data sets data base 88 with 2 and mor
__ ADAREP088-NOM        20001020 15:52 Extract of all NOM data sets
__ ADAREP-DB088         20001020 15:52 Data base report data base 088 - VSEE1 -
__ CHECK_DEVELOPMENT    20001110 09:19 Output of Check Routines for Development
__ CHECK_DEVELOPMENT    20001110 09:19 Output of Check Routines for Development
__ CHECK_DEVELOPMENT    20001110 09:19 Output of Check Routines for Development
__ CHECK_DEVELOPMENT    20001110 09:18 Output of Check Routines for Development
__ CHECK_DEVELOPMENT    20001110 09:18 Output of Check Routines for Development
Top Of Data
Command =>
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help      Exit Flip      -      +      Ext      <      >      Menu
    
```

Descriptive Attributes

If you defined List Layout as 2, the above screen, containing **descriptive attributes** of the Active Reports, appears when you invoke the LI command. This screen lists Active Reports in the selected Folder in descending order according to mailing date and includes a short description.

Technical Attributes

The descriptive attributes section is actually the left half of the the complete Active Report List >Folder screen.

1. You can display the **technical attributes** for the Active Reports, which are contained on the right half of the Active Report List >Folder screen, by pressing PF11 (>):

If long report and bundle names are displayed by the system (see settings in System Defaults and Adding a User Profile), the Active Report List >Folder screen (technical attributes) will take the following form:

Active Report List >Folder screen (technical attributes)

| 15:12:11 | | **** ENTIRE OUTPUT MANAGEMENT **** | | | | 2000-11-15 | |
|---|-------------------|--|---------|-------|---|------------|-----------|
| User ID GHH | | - Active Report List >Folder #Inbasket - | | | | | |
| Cmd | Report | created | RunNmbr | Lines | A | R | L expires |
| ___ | CHECK_DEVELOPMENT | 20001117 17:29 | 19273 | 131 | S | | 20010215 |
| ___ | ADABAS-START-JOB | 20001027 13:42 | 17572 | 356 | D | | 20001203 |
| ___ | ADABAS-START-JOB | 20001026 12:56 | 21571 | 320 | D | | 20001202 |
| ___ | ADABAS-START-JOB | 20001026 12:56 | 21570 | 346 | D | | 20001202 |
| ___ | ADABAS-START-JOB | 20001026 12:56 | 21569 | 349 | D | | 20001202 |
| ___ | ADABAS-START-JOB | 20001026 12:56 | 21568 | 348 | D | | 20001202 |
| ___ | ADABAS-START-JOB | 20001021 08:09 | 21565 | 367 | D | | 20001228 |
| ___ | ADAREP-DB088-EXT | 20001020 15:52 | 21564 | 14 | D | | 20001230 |
| ___ | ADAREP088-NOM | 20001020 15:52 | 21563 | 18 | D | | 20001230 |
| ___ | ADAREP-DB088 | 20001020 15:52 | 21562 | 396 | S | | 20001230 |
| ___ | CHECK_DEVELOPMENT | 20001110 09:19 | 18755 | 49 | S | | 20010208 |
| ___ | CHECK_DEVELOPMENT | 20001110 09:19 | 18756 | 129 | S | | 20010208 |
| ___ | CHECK_DEVELOPMENT | 20001110 09:19 | 18754 | 27 | S | | 20010208 |
| ___ | CHECK_DEVELOPMENT | 20001110 09:18 | 18753 | 87 | S | | 20010208 |
| ___ | CHECK_DEVELOPMENT | 20001110 09:18 | 18752 | 103 | S | | 20010208 |
| Top Of Data | | | | | | | |
| Command => _____ | | | | | | | |
| Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12--- | | | | | | | |
| Help | | Exit | Flip | - | + | Ext | < > Menu |

2. Press PF11 (>) again to display further technical attributes for the active reports:

```

15:12:11          **** ENTIRE OUTPUT MANAGEMENT ****          2000-11-20
User ID GHH      - Active Report List >Folder #Inbasket -

Cmd Report                created                RunNmbr Lines    A R L Message
-----
__ CHECK_DEVELOPMENT      20001117 17:29    19273         131      S 19273 OK
__ ADABAS-START-JOB       20001027 13:42    21572         356      D
__ ADABAS-START-JOB       20001026 12:56    21571         320      D
__ ADABAS-START-JOB       20001026 12:56    21570         346      D
__ ADABAS-START-JOB       20001026 12:56    21569         349      D
__ ADABAS-START-JOB       20001026 12:56    21568         348      D
__ ADABAS-START-JOB       20001021 08:09    21565         367      D
__ ADAREP-DB088-EXT        20001020 15:52    21564          14      D
__ ADAREP088-NOM           20001020 15:52    21563          18      D
__ ADAREP-DB088           20001020 15:52    21562         396      S
__ CHECK_DEVELOPMENT      20001110 09:19    18755          49      S 18755 OK
__ CHECK_DEVELOPMENT      20001110 09:19    18756         129      S 18756 OK
__ CHECK_DEVELOPMENT      20001110 09:19    18754          27      S 18754 OK
__ CHECK_DEVELOPMENT      20001110 09:18    18753          87      S 18753 OK
__ CHECK_DEVELOPMENT      20001110 09:18    18752         103      S 18752 OK
Top Of Data
Command =>
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help      Exit  Flip      -      +      Ext  <      >      Menu
    
```

3. By using PF9 (Ext) you can toggle to short names display.
 Then the Active Report List >Folder screen (technical attributes) will take the following form:

```

15:12:11          **** ENTIRE OUTPUT MANAGEMENT ****          2000-11-15
User ID GHH      - Active Report List >Folder #Inbasket -

Cmd Report                created                RunNmbr Lines    A R L expires Message
-----
__ CHECK_DEVELOPMENT      20001117 17:29    19273         131      S 20010215 19273 OK
__ ADABAS-START-JOB       20001027 13:42    21572         356      D 20001203      OK
__ ADABAS-START-JOB       20001026 12:56    21571         320      D 20001202
__ ADABAS-START-JOB       20001026 12:56    21570         346      D 20001202
__ ADABAS-START-JOB       20001026 12:56    21569         349      D 20001202
__ ADABAS-START-JOB       20001026 12:56    21568         348      D 20001202
__ ADABAS-START-JOB       20001026 08:09    21565         367      D 20001228
__ ADAREP-DB088-EXT        20001020 15:52    21564          14      D 20001230
__ ADAREP088-NOM           20001020 15:52    21563          18      D 20001230
__ ADAREP-DB088           20001020 15:52    21562         396      S 20001230
__ CHECK_DEVELOPMENT      20001110 09:19    18754          27      S 20010208 18754 OK
__ CHECK_DEVELOPMENT      20001110 09:18    18753          87      S 20010208 18753 OK
__ CHECK_DEVELOPMENT      20001110 09:18    18752         103      S 20010208 18752 OK
Top Of Data
Command =>
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help      Exit  Flip      -      +      Ext  <      >      Menu
    
```

If you defined List Layout as 3, the above screen, containing **technical attributes** of the Active Reports, appears when you invoke the LI command. This screen lists Active Reports in the selected Folder in descending order according to creation date and includes run number, number of lines and further technical information, which is explained in the immediately following subsection. You can display the descriptive attributes for the Active Reports, which are contained on the left half of this screen, by pressing PF10 (<).

Special PF Key Assignments: Active Report List - Folder (Technical Attributes)

| PF Key | Function | Explanation |
|--------|----------|---------------------------------|
| PF10 | < | Display descriptive attributes. |
| PF11 | > | Display technical attributes. |

Available Line Commands: Active Report List - Folder

See Available Line Commands: Active Report List.

Column Headings

- **Cmd**
Enter a two-character line command.
See Available Line Commands: Active Report List.
- **Report (*)**
Report name. Enter selection criteria for the Active Report name.
- **Mail Date/Time**
Date and time the Active Report was mailed to your User ID. Enter:
 - <(date in system format) to display all active reports mailed **before** the date;
 - =(date in system format) to display all active reports mailed **on** the date;
 - >(date in system format) to display all active reports mailed **after** the date.
- **Description**
A short description of the Report appears here.
- **Created**
The date on which the Active Report was created.
- **RunNمبر**
Internal sequence number.
- **Lines**
Number of lines in Active Report.
- **A, R, L**
See Column Headings: Active Reports List.
- **Expires**
The Active Report is available online until this date.
- **Message**
Indicates whether the printing of the Active Report must still be confirmed, or whether it is already confirmed. CONFIRM appears in this field when the Active Report printing must still be confirmed. CONFIRMED appears when the active report printing has been confirmed. If NOMEX008 is in use (see the Section **NOM User Exits**), the Message field contains return data from NOMEX008.

Modifying an Active Report

Modifying General Attributes

▶ To modify the General Attributes of an Active Report

- On the Active Report List or Active Report List >Folder screen, enter MO in the two-character Cmd field preceding the appropriate Active Report and press Enter.

Active Report>General Attributes

```

13:19:41          **** ENTIRE OUTPUT MANAGEMENT ****          2002-10-10
User ID UKSJU      - Active Report>General Attributes -

Report
  Name ..... UKSJU-XML2
  Run number ..... 32530
  Description .....
  Location ..... S
  Style.. FILE://EOM/NOM221U/SJUXSLT
  Keywords .....
  Master Owner ..... UKSJU__

Retention          Contents
  Number ..... 5__      Number of Lines ... 1004
  Factor ..... A        CC Type .....
  Calendar .....       Record Length ..... 133
  Action ..... P

Expiration Date ..... 2002-10-15

Command => _____
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help      Exit Flip          Archv Reviv Spool      Menu
    
```

This screen displays the General Attributes for the Active Report, which are initialized during Report creation according to the rules defined in the respective Report definition. For further information, see the subsection General Attributes under the heading Adding a Report Definition.

Special PF Keys

| PF Key | Function | Explanation |
|--------|----------|--|
| PF8 | Archv | See Display/Modify Archive Attributes for Active Report. |
| PF9 | Reviv | See Display/Modify Revive Attributes for Active Report. |
| PF10 | Spool | See Display Spool Attributes for Active Report. |

Field Descriptions

Report

- **Name** (not modifiable)
The Report name.
- **Run number** (not modifiable)
Internal sequence number of the Active Report.
- **Description** (not modifiable)
Short description of the Report.
- **Location** (not modifiable)
This is the location flag. It indicates the current storage location for the Active Report as described for the column heading L.
- **Style**
URL of an XML stylesheet is shown here, if defined. It cannot be modified. For more information, see XML Printers.
- **Long records** (not modifiable)
If **Y** appears here, it means that the report contains long records. For reports containing long records, number of lines is actually the number of segments and record length is actually the length of a segment.
- **Keywords**
Enter up to 3 keywords which will later help you select Reports.
- **Master Owner**
The Monitor takes the User ID of the Master Owner to submit print jobs for Reports to be scheduled for automatic printing. This field is initialized with the User ID of the person who defined the Report. You can enter a different User ID.

Retention

You can modify the four Retention fields. For an explanation, see the field descriptions under Retention / Report.

Contents

- **Number of Lines** (not modifiable)
Number of lines contained in the Active Report.
- **CC Type** (not modifiable)
Either ASA or MACHINE.
- **Record Length** (not modifiable)
Maximum number of bytes in record.
- **Expiration Date**
The contents of the Active Report are available online until this date.

List Active Report using Selected Keyword

To list active reports archived in a folder using a selected keyword

1. Enter the line command **LK** in the Active Reports >Folder Maintenance screen before the corresponding folder and press Enter.

The Keyword Input windows appears:

```

16:10:28          **** ENTIRE OUTPUT MANAGEMENT ****          2000-11-15
User ID GHH      - Active Reports>Folder Maintenance -

Cmd Folder      Description
-----
  #Inbasket
LK Documents    Explains the structure of the individual documents
                +-----+
                !   - Keyword input -   !
                !                               !
                ! Keyword: _____ !
                !                               !
                !   PF3 Exit           !
                +-----+

All
Command => _____
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help  Add  Exit  Flip          -      +                      Reset Menu
    
```

2. Enter a particular keyword to list active reports to which this keyword is assigned.

OR

3. Enter a prefix ending with * to list the active reports to which the keyword with prefix entered is assigned.

The Active Reports screen appears in the defined layout (as specified in the Field Descriptions: Folder Definition >General Attributes in the field List Layout).

Modify Archive Attribute of Active Report

 **To modify the Archive Attributes of an Active Report**

- After invoking the Active Report >General Attributes screen with the MO line command, press PF8 (Archv).

The Active Report >Archive Attributes screen appears:

```

19:56:31          **** ENTIRE OUTPUT MANAGEMENT ****          2002-08-13
User ID UKSJU      - Active Report>Archive Attributes -

Report
  Name ..... UKSJU-ARCTYPE-03
  Run number ..... 31481

Retention
  Number ..... _____
  Unit ..... -

Archive
  Date ..... 2002-08-13
  Time ..... 16:26:36
  Expiration ..... 2002-09-02
  Expiration Orig. ..
  Type ..... 3
  Data set ..... RDU.SJU.NOMUDA3.NOM0371
  Volser(s) ..... UK0011

Command => _____
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help           Exit  Flip                               Ext           Menu

```

This screen displays the Archive Attributes for the Active Report, which are initialized during Report creation according to the rules defined in the respective Report definition.

If you invoked the Active Report >General Attributes screen with the DI line command, you cannot modify any fields on this screen.

Field Descriptions

Report

As for General Attributes; see Field Descriptions: Active Report - General Attributes.

Retention

This is the length of time the Active Report is to be kept in the Archive. When this period expires, the Active Report is deleted from the Archive Data Set. An Active Report can be archived no matter where it is stored.

You can modify the Number and Unit fields, if the Active Report has not already been archived. For an explanation, see the field descriptions under Retention / Archive.

Archive

- **Date/Time** (not modifiable)
The date and time the Active Report was archived.
- **Expiration** (not modifiable)
Expiration date. The Active Report is retained in the archive until this date.
- **Expiration Orig.** (not modifiable)
Original expiration date.
If the Expiration Date has been modified, the original date appears here.
- **Type**
If archive is user-defined, the type number is shown here.
- **Data set** (not modifiable)
The name of the data set to which the Active Report was archived.

- **Volser (s)** (not modifiable)
The VOLSER of the archive containing the Active Report.

Modify Active Report Revive Attributes

▶ To modify the Revive Attributes of an Active Report

- After invoking the Active Report >General Attributes screen with the MO line command, press PF9 (Reviv).

The Active Report >Revive Attributes screen appears:

```

14:49:31          **** ENTIRE OUTPUT MANAGEMENT ****          2000-11-15
User ID MRS      - Active Report>Revive Attributes -

Report
  Name ..... ADABAS-START-JOB
  Run number ..... 21572

Retention
  Number ..... ____
  Unit ..... _
  Calendar ..... _____

Revive
  Date .....
  Time .....
  Expiration ..... _____

Command => _____
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---
      Help           Exit Flip                               Ext           Menu
    
```

This screen displays the Revive Attributes for the Active Report, which are initialized during Report creation according to the rules defined in the respective Report definition.

If you invoked the Active Report >General Attributes screen with the DI line command, you cannot modify any fields on this screen.

Field Descriptions

Report

As for General Attributes; see Field Descriptions: Active Report - General Attributes.

Retention

This is the length of time the contents of a revived Active Report are to be available online for browsing and printing. When this period expires, this 'copy' of the archived Report is purged automatically.

You can modify the Number, Unit and Calendar fields, if the Active Report has not already been revived. If the Active Report has been revived, you can modify the Expiration field below. For an explanation, see the field descriptions under Retention / Report.

Revive

- **Date**
The date the Active Report was revived.
- **Time**
The time the Active Report was revived.
- **Expiration**
The revived 'copy' of the Active Report contents is available until this date.
You can modify this field if the Active Report has already been revived.
If the Active Report has not been revived, you can modify the Number, Unit and Calendar fields above.

Display Active Report General Attributes

To display the General Attributes of an Active Report

- On the Active Report List or Active Report List >Folder screen, enter DI in the two-character Cmd field preceding the appropriate Active Report and press Enter.

The Active Report >General Attributes screen appears. With the display function, you can only view not modify the attributes.

Display Spool Attributes - POWER

To display the Spool Attributes of an Active Report

- On the Active Report List or Active Report List > Folder screen, enter SP in the two-character Cmd field preceding the appropriate active report and press Enter.

OR

- After invoking the Active Report >General Attributes screen with the DI or MO line command, press PF10 (Spool).

The Active Report >Spool Attributes screen appears:

```

14:50:25          **** ENTIRE OUTPUT MANAGEMENT ****          2000-11-15
User ID MRS      - Active Report>Spool Attributes -

Report
  Name ..... ADABAS-START-JOB
  Run number ..... 21572

Spool Type ..... POWER
Node ..... 33
Jobname ..... ADABAS
Jobnumber ..... 23354
Data set type ..... LS
Number of segments ... 1
FLASH .....
FORM .....
Copies ..... 1

Command => _____
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help      Exit Flip                               Ext      Menu
    
```

This screen displays the attributes of a POWER spool data set.

Field Descriptions

Report

As for General Attributes; see Field Descriptions: Active Report - General Attributes.

The remaining fields are attributes of the POWER spool data.

Display Spool Attributes - JES

To display the Spool Attributes of an Active Report (JES)

- After invoking the Active Report >General Attributes screen with the DI or MO line command, press PF10 (Spool).

The Active Report >Spool Attributes screen (JES) appears:

```

10:02:53          **** ENTIRE OUTPUT MANAGEMENT ****          2000-11-15
User ID MRS      - Active Reports>Spool Attributes -

Report
  Name ..... SCAN-'-RETENTIO
  Run number ..... 15285

Spool Type ..... JES          BURST .....
Node ..... 144              UCS .....
Jobname ..... GWSCAN        FCB .....
Jobnumber ..... 3788        FLASH .....
Data set type ..... SO      FORMS ..... STD
Data set ..... 1           FORMDEF .....
Data set key ..... 101     PAGEDEF .....
Group ID ..... 1.0001.0001  TRC ..... NO
Procname .....             COMPACT .....
Stepname ..... CUPOSCAN    LINECT .....
DDName ..... SYSPRINT     RECFM ..... FA
CHARS .....               Copies ..... 1

Command => _____
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help      Exit Flip                               Ext      Menu
    
```

This screen displays the attributes of a JES spool data set.

Field Descriptions

Report

As for General Attributes; see Field Descriptions: Active Report - General Attributes.

The remaining fields are attributes of the JES spool data. For more information, see the appropriate IBM reference manual.

Display Spool Attributes - NAF

To display the Spool Attributes of an Active Report (NAF)

- After invoking the Active Report >General Attributes screen with the DI or MO line command, press PF10 (Spool).

The Active Report >Spool Attributes screen (NAF) appears:

```

10:14:53          **** ENTIRE OUTPUT MANAGEMENT ****          2000-11-15
User ID MRS      - Active Report>Spool Attributes -

Report
  Name ..... DEPTBS1-0000
  Run number ..... 15589

Spool Type ..... NAF          Creation Date ..... 19990118
DBID ..... 10          Creation Time ..... 1013474
FNR ..... 60
User ID ..... MK1
NATURAL Library ..... NOM132
NATURAL Program ..... UEXEMPL9
Printer profile name . NOMPRT01
Logical destination .. 4 (1-31)
Form .....
Report name .....
Copies ..... 1
Disposition ..... H

Command => _____
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help      Exit  Flip          Ext          Menu
    
```

This screen displays the attributes of a NAF spool data set.

Field Descriptions

Report

As for General Attributes; see Field Descriptions: Active Report - General Attributes.

The remaining fields are attributes of the NAF spool data.

Display Spool Attributes - BS2000/OSD

To display the Spool Attributes of an Active Report (BS2000/OSD)

- After invoking the Active Report >General Attributes screen with the DI or MO line command, press PF10 (Spool).

The Active Report >Spool Attributes screen (BS2000/OSD) appears:

```

16:37:40          **** ENTIRE OUTPUT MANAGEMENT ****          2000-11-15
User ID NOM      - Active Report>Spool Attributes -

Report
  Name ..... DEPTDS1-VENT
  Run number ..... 12348

Spool Type ..... BS2000/OSD
Node ..... 31          Rotation .....
Job name ..... NOMSTD1  Dia .....
User ID ..... NOM      Copies .....
Job ID ..... 1SM0      Form ..... STD
Originator Job ID .... 1SMZ  Control ..... NO
Destination ..... DRGW1  Chars .....
Device ..... DRGW1

Recform ..... F M      Size ..... 195
Recline ..... 133      Secondary ..... 96
Blocksize ..... 6144
Data set ..... $NOM.MRS.LST.EMPLOYEES.0000000913

Command => _____
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help      Exit  Flip  Do    Undo          Ext      Menu
    
```

This screen displays the attributes of a BS2000/OSD print file and the parameters of the BS2000/OSD print command.

Field Descriptions

Report

As for General Attributes; see Field Descriptions: Active Report - General Attributes.

The remaining fields are attributes of the BS2000/OSD print file.

Display Spool Attributes - CMA-SPOOL

To display the Spool Attributes of an Active Report (CMA-SPOOL)

- After invoking the Active Report >General Attributes screen with the DI or MO line command, press PF10 (Spool).

The Active Report >Spool Attributes screen (CMA-SPOOL) appears:

```

16:38:40          **** ENTIRE OUTPUT MANAGEMENT ****          2000-11-15
User ID          - Active Reports>Spool Attributes -

Report
  Name .....
  Run number .....

Spool Type ..... CMASPOOL          Fcb .....
File sequence number .          Prmode .....
File name .....          Formdef .....
User ID .....          Pagedef .....
Account number .....          Chars .....
Programmers name .....          Writer .....
Room .....          Destination .....
System ID .....          Class .....
Linect .....          Lines .....
Retain .....          Pages .....
Forms .....          Priority .....
Trc .....          Copies .....
Compression .....

Command => _____
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help      Exit  Flip  Do    Undo          Ext      Menu
    
```

This screen displays the attributes of a CMA-SPOOL data set.

Field Descriptions

Report

As for General Attributes; see Field Descriptions: Active Report - General Attributes.

The remaining fields are attributes of the CMA-SPOOL data.

Display Spool Attributes - SAP

To display the Spool Attributes of an Active Report (SAP)

- After invoking the Active Report >General Attributes screen with the DI or MO line command, press PF10 (Spool).

The Active Report >Spool Attributes screen (SAP) appears:

```

09:58:10          **** ENTIRE OUTPUT MANAGEMENT ****          2000-11-15
User ID GHH      - Active Reports>Spool Attributes -

Report
  Name ..... A-SAP-TEST1
  Run number ..... 25759

Spool Type ..... SAP-Spool

Destination ..... L334
List ID ..... LISTEN
User ID ..... MOSE
Task ID ..... B803

Formdef .....
Pagedef .....

Chars .....
Copies ..... 00

Command => _____
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help      Exit Flip Do      Undo      Ext      Menu
    
```

This screen displays the attributes of an SAP spool data set.

Field Descriptions

Report

As for General Attributes; see Field Descriptions: Active Report - General Attributes.

The remaining fields are attributes of the SAP spool data.

Display Spool Attributes - 3GL Interface

To display the Spool Attributes of an Active Report (3GL Interface)

- After invoking the Active Report >General Attributes screen with the DI or MO line command, press PF10 (Spool).

The Active Report >Spool Attributes screen (3GL Interface) appears:

```

10:47:41          **** ENTIRE OUTPUT MANAGEMENT ****          2000-11-15
User ID GHH      - Active Reports>Spool Attributes -

Report
  Name ..... USR104-TEST
  Run number ..... 26657

Spool Type ..... 3GL Interface 104
User ID ..... USERID..
Terminal ID ..... TERMID..
Program ..... PROGID..
List-Name ..... LISTNAM.
List ID ..... LISTID..
Description ..... DESCRIPT

All
Command => _____
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help      Exit  Flip  Do      Undo  -      +      Ext      Menu
    
```

This screen displays the attributes of a 3GL Interface spool data set.

Field Descriptions

Report

As for General Attributes; see Field Descriptions: Active Report - General Attributes.

The remaining fields are attributes of the 3GL Interface spool data.

Browsing an Active Report with the Software AG Editor

This function invokes the Software AG Editor, which allows you to scroll, find, layout and print data in an Active Report. You can also export the Active Report to a Con-nect document or to a PC file.

The Software AG Editor allows you to perform the following functions when browsing an Active Report:

- Scroll up and down and to the right and left to view the entire Report;
- Find and re-find text;
- Modify the layout of the Active Report;
- Print part or all of the Active Report;
- Export all or part of an Active Report to a Con-nect document;
- Export all or part of an Active Report to a PC file.

These functions are described in detail in the following subsection.

Invoking the Software AG Editor

▶ To invoke the Software AG Editor

- On the Active Report List screen, enter BR in the two-character command line preceding the Report to be browsed. Press Enter.

The Active Report you have selected appears on the screen:

Software AG Editor Screen

```

14:29:52          **** ENTIRE OUTPUT MANAGEMENT ****          2000-11-15
Report UEX-INSL-ADDP(21086)      L 000000 T 000232 -----Columns 001 072
====>                                     SCROLL====> CSR
***** ***** top of data *****
000001 Page:      1          Employee List sorted by Department
000002
000003          EMPLOYEES
000004 DEPARTMENT          NAME          FIRST-NAME          PERSONNEL          DATE
000005 CODE                                     ID          OF
000006                                     BIRTH
000007 -----
000008 FINA01      ANTLIFF          JANET          30021001  53/10/12
000009 FINA01      ANTLIFF          JANET          30021001  53/10/12
000010 FINA01      EAVES          TREVOR          30034544  48/09/23
000011 FINA01      GOMEZ          ISABEL          60000544  58/10/23
000012 FINA01      GOMEZ          MARIO          60000012  45/12/12
000013 FINA01      JAMES          SHARON          30034217  63/05/26
000014 FINA01      JAMES          SHARON          30034217  63/05/26
000015 FINA01      JAMIESON          SUSAN          30000217  64/02/29
000016 FINA01      JOHNSON          HELEN          30000544  58/10/23
000017 FINA01      JOHNSTON          JOHN          30016001  35/10/12
000018 FINA01      JOUSSELIN          DANIEL          50003800  49/02/28
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help  Notes End  Layout Rfind Fi:C  -  +  <  >  Menu
    
```

ISPF-like commands enable you to browse the Active Report.

PF Key Assignments: Software AG Editor

| PF Key | Function | Explanation |
|--------|----------|--|
| PF2 | Notes | Invokes NOMEX008, if active, to allow user-defined processing to be integrated with active report browsing. See the Section NOM User Exits for a description of NOMEX008. |
| PF3 | Exit | Return to previous screen. |
| PF4 | Layout | Modify Active Report layout. |
| PF5 | Rfind | Find a string again. |
| PF6 | Fi:C | Find character string at cursor. |
| PF7 | Up | Scroll up. |
| PF8 | Down | Scroll down. |
| PF10 | Left | Shift screen to the left. |
| PF11 | Right | Shift screen to the right. |

Scrolling an Active Report

PF Keys

To scroll an Active Report you can use the following PF keys on the Editor screen:

To scroll toward top of data

- Use PF7 (Up) or the main command UP.

To scroll toward bottom of data

- Use PF8 (Down) or the main command DOWN.

To scroll data to the left

- Use PF10 (Left) or the main command LEFT.

To scroll to the right

- Use PF11 (Right) or the main command RIGHT.

Settings for the SCROLL Field

In the SCROLL field at the top right of the Editor screen, you can enter scroll settings. These settings are used to set the scroll amount for the PF keys above and some are also used with the scrolling main commands.

Possible settings for the SCROLL field are:

| Scroll Setting | Explanation |
|------------------|--|
| <number> | Scroll up or down a specified number of lines. Scroll to the right or left (up to 8 columns). |
| CSR (default) | Scroll down to cursor position, if cursor is on a line of text. Cursor line becomes first line of text. When scrolling up, cursor line becomes last line of text. Scroll a page length if cursor is in COMMAND line. Scroll left 8 columns. Scroll right to cursor position (up to 8 columns). |
| DATA | Scroll a page length minus one line. When scrolling down, the last line of text becomes the first line. When scrolling up, the first line of text becomes the last line. Scroll 8 columns to left or right. |
| HALF | Scroll up or down half a page. Scroll 8 columns to left or right. |
| MAX | Scroll to top or bottom of data. Scroll 8 columns to left or right. |
| PAGE | Scroll up or down a page length. Scroll 8 columns to left or right. |

For example, when the scroll setting is HALF and you press PF8 (Down), the next half page of the Active Report appears.

Main Commands for Scrolling

A number of **main commands** are available for vertical and horizontal scrolling.
Enter these commands in the command line =====> at the top left of the Editor screen and press Enter.

The following table shows all possible scrolling commands and their meaning:

| Main Command | Explanation |
|---------------|---|
| BOTTOM | Scrolls down to the last page of data. |
| ++ | Means BOTTOM. |
| COLS ON/OFF | COLS ON displays a line at the top of the editing section showing column positions. COLS OFF turns display off. |
| DOWN | Scrolls data down by amount specified in the SCROLL field. Alternatively, use the DOWN command with a numerical scroll amount, e.g. DOWN 10 scrolls forward 10 lines. |
| +n | Means DOWN by <i>n</i> lines. |
| FIX n | Fixes the first <i>n</i> number of columns to display when scrolling left or right. |
| KEYS ON/OFF | Shows or hides the PF-key line. |
| LEFT | Scrolls data left by amount specified in the SCROLL field (up to 8 columns). Alternatively, use the LEFT command with a numerical scroll amount, e.g. LEFT 5 scrolls left 5 columns. |
| PREFIX ON/OFF | Shows or hides the column containing the line numbers. |
| RIGHT | Scrolls data right by amount specified in the SCROLL field (up to 8 columns). Alternatively, use the RIGHT command with a numerical scroll amount, e.g. RIGHT 7 scrolls right 7 columns. |
| TOP | Scrolls up to the first page of data. |
| -- | Means TOP. |
| UP | Scrolls data up by amount specified in the SCROLL field. Alternatively, use the UP command with a numerical scroll amount, e.g. UP 10 scrolls up 10 lines. |
| -n | Means UP by <i>n</i> lines. |

Finding a Specific Character String

FIND Command

Use the main command FIND to locate a specific character string.

Example:

1. Enter FIND 'KENT' in the command line =====> at the top left of the Editor screen:
Editor - FIND Main Command

```

11:31:30          **** ENTIRE OUTPUT MANAGEMENT ****          2000-11-15
Report UEX-INSL-ADDP(21086)      L 000000 T 000232 -----Columns 001 072
====> FIND 'KENT'                      SCROLL====> CSR
***** ***** top of data *****
000001 Page: 1                      Employee List sorted by Department
000002
000003
000004 DEPARTMENT          NAME          FIRST-NAME          PERSONNEL          DATE
000005 CODE                ID                OF
000006                                BIRTH
000007 -----
000008 FINA01      ANTLIFF          JANET          30021001  53/10/12
    
```

2. Press Enter.

The cursor is placed on the first character of the **highlighted** string. If the line containing the string does not appear on the screen, the data is scrolled to that line. This becomes the second line of data on the screen (line 210 below):

Editor - FIND Main Command

```

11:33:39          **** ENTIRE OUTPUT MANAGEMENT ****          2000-11-15
Report UEX-INSL-ADDP(21086)      L 000209 T 000232 -----Char 'KENT' found
====>                      SCROLL====> CSR
000209 MGMT01      GARCIA          ENDIKA          60000311  37/06/22
000210 MGMT01      KENT          HELEN          30021427  36/01/21
000211 MGMT01      O'CONNOR      MICHAEL        30016311  47/03/06
000212 MGMT01      PERKINS       NEVILLE       30008312  53/08/21
000213 MGMT01      SMITH        GERALD        30000311  37/06/22
000214 MGMT01      SMITH-MANSON FIONA         30021233  47/07/21
000215 MGMT01      TORRES       FRANCISCO     60008312  53/08/21
000216 MGMT01      WOOD        MARIAN        30034125  56/06/02
000217 Page: 17                      Employee List sorted by Department
    
```

Find Character String at Cursor - PF6

▶ You can search for any character string that appears on the screen

- By simply placing the cursor on the string to be searched for and pressing PF6 (Fi:C).

The search begins at the top of the Report.

Finding the Same String Again

▶ To find the same string again

- Press PF5 (Rfind).

A message indicates whether the string was found, or whether the bottom of the data was reached.

Modifying the Layout of an Active Report

The Software AG Editor allows you to change the column layout of an Active Report.

Our example Active Report appears as follows:

```

15:29:52          **** ENTIRE OUTPUT MANAGEMENT ****          2000-11-15
Report UEX-INSL-ADDP(21086)      L 000000 T 000232 -----Columns 001 072
=====>                                SCROLL==> CSR
***** ***** top of data *****
000001 Page:      1          Employee List sorted by Department
000002
000003          EMPLOYEES
000004 DEPARTMENT          NAME          FIRST-NAME          PERSONNEL          DATE
000005      CODE          ID          OF
000006          BIRTH
000007 -----
000008 FINA01      ANTLIFF          JANET          30021001 53/10/12
000009 FINA01      ANTLIFF          JANET          30021001  53/10/12
000010 FINA01      EAVES          TREVOR          30034544  48/09/23
000011 FINA01      GOMEZ          ISABEL          60000544  58/10/23
000012 FINA01      GOMEZ          MARIO          60000012  45/12/12
000013 FINA01      JAMES          SHARON          30034217  63/05/26
000014 FINA01      JAMES          SHARON          30034217  63/05/26
000015 FINA01      JAMIESON          SUSAN          30000217  64/02/29
000016 FINA01      JOHNSON          HELEN          30000544  58/10/23
000017 FINA01      JOHNSTON          JOHN          30016001  35/10/12
000018 FINA01      JOUSSELIN          DANIEL          50003800  49/02/28
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help      End      Layou Rfind Fi:C      -      +      <      >      Menu
    
```

▶ To select the columns to be displayed and their order on the screen

- Place the cursor on a line of data and press PF4 (Layout).

The selected line (here Line 8) is included in a layout window:

```

15:31:37          **** ENTIRE OUTPUT MANAGEMENT ****          2000-11-15
+-----+
!
!      1  +---+---1---+---2---+---3---+---4---+---5---+---6---+ !*
! Layout
!      FINA01      ANTLIFF          JANET          30021001  53  !
!
!      PF3 = Exit          PF4 = Define Layout      PF5 = Delete Layout  !
!      PF6 = Saved Layout      PF10 = Left          PF11 = Right          !
+-----+
000007 -----
000008 FINA01      ANTLIFF          JANET          30021001  53/10/12
    
```

▶ To define the layout

1. Enter **X** in the Layout line in each column that is to appear in the Report.

Columns 1 to 65 are displayed. For example:

```

15:34:41          **** ENTIRE OUTPUT MANAGEMENT ****          2000-11-15
+-----+
!
!      1  ---+---1---+---2---+---3---+---4---+---5---+---6---+ !*
! Layout          XXXXXXXXXXXXXXXX          XXXXXXXXXXXXXXXX          XXXXXXXXXXXX XX !
!      FINA01      ANTLIFF          JANET          30021001  53 !
!
!      PF3 = Exit          PF4 = Define Layout          PF5 = Delete Layout !
!      PF6 = Saved Layout          PF10 = Left          PF11 = Right !
+-----+
000007  -----
000008  FINA01      ANTLIFF          JANET          30021001  53/10/12
    
```

2. Press PF11 (Right) to view the rest of the data on the right.

Columns 66 to 130 are displayed:

```

15:34:41          **** ENTIRE OUTPUT MANAGEMENT ****          2000-11-15
+-----+
!
!     66  ---7---+---8---+---9---+---0---+---1---+---2---+---3 !*
! Layout          /10/12 BCH 472X          MORRIS          MINOR 1000 !
!
!      PF3 = Exit          PF4 = Define Layout          PF5 = Delete Layout !
!      PF6 = Saved Layout          PF10 = Left          PF11 = Right !
+-----+
000007  -----
000008  FINA01      ANTLIFF          JANET          30021001  53/10/12
    
```

3. Enter X in the Layout line in each column that is to appear in the Report.

For example:

```

15:34:41          **** ENTIRE OUTPUT MANAGEMENT ****          2000-11-15
+-----+
!
!     66  ---7---+---8---+---9---+---0---+---1---+---2---+---3 !*
! Layout XXXXXXXX          /10/12 BCH 472X          MORRIS          MINOR 1000 !
!
!      PF3 = Exit          PF4 = Define Layout          PF5 = Delete Layout !
!      PF6 = Saved Layout          PF10 = Left          PF11 = Right !
+-----+
000007  -----
000008  FINA01      ANTLIFF          JANET          30021001  53/10/12
    
```

4. Press PF10 (Left) and PF4 (Define Layout).

The Define Report Layout window opens:

```

15:34:41          **** ENTIRE OUTPUT MANAGEMENT ****          2000-11-15
+-----+
!
!      1  ----+-----1-----+-----2-----+-----3-----+-----4-----+-----5-----+-----6-----+ !*
! Layout          XXXX +-----+-----+-----+-----+-----+-----+-----+-----+ XXXXXXXXXXXX XX !
!      FINA01      ANT !                               !      30021001  53 !
!                               Define Report Layout !                               !
!      PF3 = Exit  !                               ! = Delete Layout !
!      PF6 = Saved Lay !      From-Column To-Column ! = Right !
+-----+-----+-----+-----+-----+-----+-----+-----+
!      1_  11_    24_    !-----+
000007  ----- !  2_  32_    47_    !-----+
000008  FINA01    ANTLI !  3_  53_    62_    !  30021001  53/10/12
000009  FINA01    ANTLI !  4_  64_    72_    !  30021001  53/10/12
000010  FINA01    EAVES !  ___  ___    ___    !  30034544  48/09/23
000011  FINA01    GOMEZ !  ___  ___    ___    !  60000544  58/10/23
000012  FINA01    GOMEZ !  ___  ___    ___    !  60000012  45/12/12
000013  FINA01    JAMES !  ___  ___    ___    !  30034217  63/05/26
000014  FINA01    JAMES !  ___  ___    ___    !  30034217  63/05/26
000015  FINA01    JAMIE !  ___  ___    ___    !  30000217  64/02/29
000016  FINA01    JOHNS !  ___  ___    ___    !  30000544  58/10/23
000017  FINA01    JOHNS !      Header Lines  3_    !  30016001  35/10/12
000018  FINA01    JOUSS !  ___  ___    ___    !  50003800  49/02/28
Enter-PF1---PF2---PF3--- !  PF1 Help  PF3 Exit PF4 Save !-PF10--PF11--PF12---
      Help      End      +-----+-----+-----+-----+ < > Menu
    
```

This window lists the columns you have marked in the order they appear on the screen. The number you enter for Header Lines determines the number of lines from the top of the Report which are excluded from your layout. In our example, above, we have entered 3 to exclude the first 3 lines of the Report from the layout.

You can change the order of the columns you have marked by entering a new sequence. In our example, below, we have changed the order of column groups 1 and 2:

Editor - Define Report Layout, Column Sequence

```

15:34:41          **** ENTIRE OUTPUT MANAGEMENT ****          2000-11-15
+-----+
!
!      1  ----+-----1-----+-----2-----+-----3-----+-----4-----+-----5-----+-----6-----+ !*
! Layout          XXXX +-----+-----+-----+-----+-----+-----+-----+-----+ XXXXXXXXXXXX XX !
!      FINA01      ANT !                               !      30021001  53 !
!                               Define Report Layout !                               !
!      PF3 = Exit  !                               ! = Delete Layout !
!      PF6 = Saved Lay !      From-Column To-Column ! = Right !
+-----+-----+-----+-----+-----+-----+-----+-----+
!      2_  11_    24_    !-----+
000007  ----- !  1_  32_    47_    !-----+
000008  FINA01    ANTLI !  3_  53_    62_    !  30021001  53/10/12
000009  FINA01    ANTLI !  4_  64_    72_    !  30021001  53/10/12
000010  FINA01    EAVES !  ___  ___    ___    !  30034544  48/09/23
000011  FINA01    GOMEZ !  ___  ___    ___    !  60000544  58/10/23
    
```

5. Press Enter.

Columns 32 to 47 now appear first, followed by columns 11 to 24, etc.:

```

15:34:41          **** ENTIRE OUTPUT MANAGEMENT ****          2000-11-15
+-----+
!
!      1  ----+-----1-----+-----2-----+-----3-----+-----4-----+-----5-----+-----6-----+ !*
! Layout          XXXX +-----+-----+-----+-----+-----+-----+-----+-----+ XXXXXXXXXXXX XX !
!      FINA01      ANT !                               !      30021001  53 !
!
!      PF3 = Exit      !                               !                               ! = Delete Layout !
!      PF6 = Saved Lay !      From-Column To-Column      ! = Right      !
+-----+-----+-----+-----+-----+-----+-----+-----+
!      1_   32_   47_   !-----+
000007  ----- !      2_   11_   24_   !-----+
000008  FINA01  ANTLI !      3_   53_   62_   !      30021001  53/10/12
000009  FINA01  ANTLI !      4_   64_   72_   !      30021001  53/10/12
000010  FINA01  EAVES !      ___   ___   ___   !      30034544  48/09/23
000011  FINA01  GOMEZ !      ___   ___   ___   !      60000544  58/10/23
    
```

6. Press PF4 (Save) and PF3 (Exit).

The Report now appears as follows:

```

15:38:20          **** ENTIRE OUTPUT MANAGEMENT ****          2000-11-15
Report UEX-INSL-ADDP(21086)      L 000000 T 000232 -----Columns 001 072
====>                               SCROLL==> CSR
***** ***** top of data *****
000001  Page:      1                      Employee List sorted by Department
000002
000003                      EMPLOYEES
000004      FIRST-NAME      NAME      PERSONNEL      DATE
000005                      ID      OF
000006                      BIRTH
000007  -----
000008  JANET      ANTLIFF      30021001  53/10/12
000009  JANET      ANTLIFF      30021001  53/10/12
000010  TREVOR      EAVES      30034544  48/09/23
000011  ISABEL      GOMEZ      60000544  58/10/23
000012  MARIO      GOMEZ      60000012  45/12/12
000013  SHARON      JAMES      30034217  63/05/26
000014  SHARON      JAMES      30034217  63/05/26
000015  SUSAN      JAMIESON  30000217  64/02/29
000016  HELEN      JOHNSON  30000544  58/10/23
000017  JOHN      JOHNSTON  30016001  35/10/12
000018  DANIEL      JOUSSELIN  50003800  49/02/28
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---
      Help      End      Layou Rfind Fi:C      -      +      <      >      Menu
    
```

You can scroll as described in the subsection Scrolling an Active Report and search for a string as described in the subsection Finding a Specific Character String. To print the Report, see the following subsections Printing an Entire Active Report and Printing a Block of Lines.

You can print all or part of an Active Report, either in its default layout or in a layout that you have defined (see the previous subsection Modifying the Layout of an Active Report).

Printing an Entire Active Report

 To print an entire Active Report

1. Enter the main command PRINT in the command line =====> at the top left of the Editor screen from any page in the Report:

Editor - PRINT main command

```

15:29:52          **** ENTIRE OUTPUT MANAGEMENT ****          2000-11-15
Report UEX-INSL-ADDP(21086)      L 000000 T 000232 -----Columns 001 072
=====> PRINT          SCROLL=====> CSR
***** ***** top of data *****
000001 Page: 1          Employee List sorted by Department
000002
000003                EMPLOYEES
000004 DEPARTMENT      NAME          FIRST-NAME      PERSONNEL      DATE
000005 CODE              ID              OF
000006                                BIRTH
000007 -----
000008 FINA01      ANTLIFF          JANET          30021001      53/10/12
    
```

2. Press Enter.

Selecting a Printer

The Editor - Printer Selection List window opens:

```

18:10:09          **** ENTIRE OUTPUT MANAGEMENT ****          2000-11-15
Report UEX-INSL-ADDP(210 +-----+ 001 072
=====> PRINT          !      - Printer Selection List -      !==> CSR
***** ***** !      !*****
000001 Page: 1          !      Select with any character      !ent
000002                ! _ ADAREP09 print to pds member      !
000003                ! _ ADAREP77 print to seq file      !
000004 FIRST-NAME      ! _ DAEPR12 DC laser printer      !
000005                ! _ DAEPR14 DC laser printer      !
000006                ! _ DAEPR16 DC GROUP 2      !
000007 -----      ! _ DASDBUN print to pds member      !
000008 JANET          ! _ HUGO DC laser printer      !
000009 JANET          ! _ LAS14LSC DAEPR14 LANDSCAPE      !
000010 TREVOR         ! _ MAINPRT Main system printer      !
000011 ISABEL        ! _ MAINPRT2 Main system printer      !
000012 MARIO          !
000013 SHARON         ! Top Of Data      !
000014 SHARON         ! Hold Printout => _ (Y/N)      !
000015 SUSAN         !
000016 HELEN         ! PF3 Exit PF7 Up PF8 Down      !
000017 JOHN          +-----+
000018 DANIEL        JOUSSELIN      50003800      49/02/28
    
```

 **To scroll up and down the Printer Selection list**

1. Use PF7 (Up) and PF8 (Down).
2. Select a printer by marking it with any character and pressing Enter.

The entire Report is printed to the selected printer with the layout displayed on the Editor screen.

A message at the top of the screen confirms:

```
(number) Lines Sent To Printer (name of printer)
```

▶ To hold the Printout in the Printout Queue

- Enter **Y** in the Hold Printout field.

Printing a Block of Lines

▶ To print a block of lines from an Active Report

1. Type over the line number of the **first** line to be printed with **PP** and press Enter:

Editor - PP line command

```

18:07:54          **** ENTIRE OUTPUT MANAGEMENT ****          2000-11-15
Report UEX-INSL-ADDP(21086)      L 000008 T 000232 -----Block is pending
=====>                                SCROLL====> CSR
PP      JANET          ANTLIFF          30021001  53/10/12
000009  JANET          ANTLIFF          30021001  53/10/12
000010  TREVOR         EAVES          30034544  48/09/23
000011  ISABEL         GOMEZ          60000544  58/10/23
000012  MARIO          GOMEZ          60000012  45/12/12
000013  SHARON          JAMES          30034217  63/05/26
000014  SHARON          JAMES          30034217  63/05/26
000015  SUSAN           JAMIESON       30000217  64/02/29
000016  HELEN           JOHNSON        30000544  58/10/23
    
```

2. Scroll to the **last** line to be printed, type over the line number with a second **PP**:

```

000044  PERCIVAL          JAMES          30000512  33/08/02
000045  KEPA              MILLAN         60000410  62/10/15
000046  GWYNFOR           MORGAN         30034602  50/11/12
000047  NIGEL             PALING         30034651  46/03/14
000048  VITORIANO         TEBAR          60000112  28/04/01
PP0049  FELIPE            YNCLAN         60000651  44/02/14
000050  Page: 3              Employee List sorted by Department
000051
000052              EMPLOYEES
000053  FIRST-NAME        NAME  PERSONNEL  DATE
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---
      Help          End  Layou Rfind Fi:C  -    +          <    >    Menu
    
```

3. Press Enter.

The Printer Selection List window opens (see the subsection Selecting a Printer on the previous page).

4. Select a printer by marking it with any character and pressing Enter.

The block of lines is printed to the selected printer with the layout displayed on the Editor screen.

A message at the top of the screen confirms:

```

(number) Lines Sent To Printer (name of printer)
    
```

▶ To hold the Printout in the Printout Queue

- Enter **Y** in the Hold Printout field.

Exporting an Active Report to Con-nect

▶ To export an Active Report to a Con-nect document

- Enter the main command EXPORT CONNECT in the command line =====> at the top left of the Editor screen and press Enter.

The Editor - Export Text to Con-nect Document window opens:

```

08:15:51          **** ENTIRE OUTPUT MANAGEMENT ****          2000-11-15
Report DEPT-SALE(21669)          L 000000 T 000311 -----Columns 001 072
=====> export connect          SCROLL=====> CSR
***** ***** top of data *****
000001
00 +-----+
00 !
00 !          - Export Text To Con-Nect Document -          !
00 !
00 ! Cabinet .....          !
00 ! Password .....          !
00 ! Document name ..          !
00 ! Document Format. _          !
00 !
00 ! Subject          !
00 !          !
00 ! Keywords          !
00 !          !
00 ! PF3 Exit          !
00 +-----+
000017 SALE00          MARKUSH          VIRGINIA          20005100 F 42/07/
000018 SALE00          ROSIN          SIMON          20029000 M 58/01/
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
          Help          End          Layou Rfind Fi:C          -          +          <          >          Menu

```

Field Descriptions

- **Cabinet**
Enter the ID of the Con-nect cabinet.
- **Password**
Enter the password for the cabinet if necessary.
- **Document name**
Enter the name of the Con-nect document to which the Active Report is to be exported.
- **Document Format**
 - **0** = Print as presently formatted.
 - **1** = ASA or machine code are translated into CON-FORM commands.
- **Subject**
Enter a short description of the document subject.
- **Keywords**
Enter keywords to help you locate the document in Con-nect.

When you have finished entering data, press Enter.

The Active Report is written to the specified Con-nect document.

Exporting an Active Report to a PC File

▶ To export an Active Report to a PC file

1. Enter the main command EXPORT PC in the command line =====> at the top left of the Editor screen and press Enter.

A window opens in which you can enter the file name to which the Active Report is to be written.

2. Enter the file name and press Enter.

The Active Report is downloaded to the file on the PC.

Note: This function is available only when Entire Connection is installed.

Exporting a Block of Lines

▶ To export a block of lines from an Active Report

1. Type over the line number of the **first** line to be exported with **CC** and press Enter:
Editor - CC Line Command

```

18:07:54          **** ENTIRE OUTPUT MANAGEMENT ****          2000-11-15
Report UEX-INSL-ADDP(21086)      L 000008 T 000232 -----Block is pending
=====>                                SCROLL====> CSR
CC      JANET          ANTLIFF          30021001  53/10/12
000009  JANET          ANTLIFF          30021001  53/10/12
000010  TREVOR         EAVES           30034544  48/09/23
000011  ISABEL         GOMEZ           60000544  58/10/23
000012  MARIO          GOMEZ           60000012  45/12/12
000013  SHARON          JAMES           30034217  63/05/26
000014  SHARON          JAMES           30034217  63/05/26
000015  SUSAN           JAMIESON        30000217  64/02/29
000016  HELEN           JOHNSON         30000544  58/10/23

```

2. Scroll to the **last** line to be exported, type over the line number with a second **CC**:

```

000044  PERCIVAL         JAMES           30000512  33/08/02
000045  KEPA             MILLAN          60000410  62/10/15
000046  GWYNFOR         MORGAN          30034602  50/11/12
000047  NIGEL           PALING          30034651  46/03/14
000048  VITORIANO       TEBAR           60000112  28/04/01
CC0049  FELIPE          YNCLAN         60000651  44/02/14
000050  Page:    3              Employee List sorted by Department
000051
000052
000053
000053          FIRST-NAME          NAME  PERSONNEL  DATE
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---
      Help      End  Layou Rfind Fi:C  -    +          <    >      Menu

```

3. Enter either the main command EXPORT CONNECT or EXPORT PC in the command line =====> at the top left of the Editor screen and press Enter.

Proceed as described in the subsection Exporting an Active Report to Connect or in Exporting an Active Report to a PC File.

Other Active Report Functions

Adding an Active Report to a Bundle

This function adds an Active Report to an Opened Bundle for one distribution only.

▶ **To add the Report to the Bundle permanently, you must modify the Bundle definition.**

1. On the Active Report List screen, enter BU in the two-character command line preceding the Active Report to be added. Press Enter.

The Put Report in Bundle window opens:

| Cmd | Report | created | RunNmbr | Lines | A R L | expires | Message |
|------------------|-------------------|----------------|--------------------------|--------|-------------|----------|------------|
| bu | CHECK_DEVELOPMENT | 20001117 17:29 | 19273 | 131 | S | 20010215 | 19273 OK |
| __ | ADABAS-START-JOB | 20001029 08:55 | 21676 | 360 | D | 20001205 | |
| __ | PRINT-TO-SYSPRINT | 20001028 16:17 | 21675 | 2531 | S | 20001229 | |
| __ | DEPT-VENT | +-----+ | | | | | |
| __ | DEPT-TECH | ! | | | | | ! |
| __ | DEPT-SYSU | ! | Put report in bundle | | | | ! |
| __ | CHECK_DEVE | ! | | | | | ! 19178 OK |
| __ | CHECK_DEVE | ! | Report CHECK_DEVELOPMENT | | Num 19273 | ! | 19155 OK |
| __ | CHECK_DEVE | ! | Bundle _____ | | Num 4040404 | ! | 18758 OK |
| __ | CHECK_DEVE | ! | | | | | ! 18757 OK |
| __ | CHECK_DEVE | ! | PF3 Exit | | | | ! 18755 OK |
| __ | CHECK_DEVE | +-----+ | | | | | |
| __ | CHECK_DEVELOPMENT | 20001110 09:19 | 18754 | 27 | S | 20010208 | 18754 OK |
| __ | CHECK_DEVELOPMENT | 20001110 09:18 | 18753 | 87 | S | 20010208 | 18753 OK |
| __ | CHECK_DEVELOPMENT | 20001110 09:18 | 18752 | 103 | S | 20010208 | 18752 OK |
| Top Of Data | | | | | | | |
| Command => _____ | | | | | | | |
| Enter-PF1--- | PF2--- | PF3--- | PF4--- | PF5--- | PF6--- | PF7--- | PF8--- |
| PF9--- | PF10--- | PF11--- | PF12--- | | | | |
| Help | Exit | Flip | - | + | Ext | < | > |
| | | | | | | | Menu |

2. Enter the name of the Bundle in which to put the Report and press Enter.

Depending on the setting of the user profile field Restrict Abun, you can either put the report in any bundle or only in a bundle to which you have access. Administrators can put the report in any bundle, regardless of the setting of Restrict Abun.

For more information on user profile settings, refer to the subsection Defining a User in the System Programmer's Documentation.

Field Descriptions

- **Report**
The name of the Active Report to be put in the Bundle.
- **Bundle**
Enter the name of the Bundle in which the Active Report is to be put.

Printing an Active Report

▶ This function prints an Active Report.

- On the Active Report List screen, enter PR in the two-character command line preceding the Report to be printed. Press Enter.

The Printer Selection List window opens:

```

10:35:28          **** ENTIRE OUTPUT MANAGEMENT ****          2000-11-15
User ID GHH      - Act +-----+
Cmd Report      !           - Printer Selection List -           !
-----+-----+
pr CHECK_DEVELOPMENT !           Select with any character           ! 5
___ ADABAS-START-JOB !           DISKMVS                               ! 5
___ PRINT-TO-SYSPRINT !           DAEPR12                                ! 5
___ DEPT-VENT        !           DAEPR14 DC Group Printer                !
___ DEPT-TECH        !           DAEPR45 Rm. 229                          !
___ DEPT-SYSU        !           MRSCNT0 Print to Connect CON              !
___ CHECK_DEVELOPMENT !           MRSCNT1 Print to Connect CON              ! 3
___ CHECK_DEVELOPMENT !           NOM141T1 Test printer 1 in Rm. 116         ! 3
___ CHECK_DEVELOPMENT !           NOM211-R test NOM211-M                     ! 8
___ CHECK_DEVELOPMENT !           SYSPOWER                                    ! 8
___ CHECK_DEVELOPMENT !           SYSPRBS2                                    ! 8
___ CHECK_DEVELOPMENT !           Hold Printout .. _ (Y/N)                   ! 8
___ CHECK_DEVELOPMENT !           Copies ..... _                             ! 8
___ CHECK_DEVELOPMENT !           !                                           ! 8
Top Of Data      ! PF3 Exit PF7 Up PF8 Down                            !
Command => _____ !
Enter-PF1---PF2---PF3--- ! Top Of Data                                           ! ---
Help            Exit +-----+
    
```

Only those printers are listed which are PUBLIC or for which the User is authorized (see the subsection Adding a User to an Authorization List). The printers on which the Active Report is usually printed are highlighted.

Field Descriptions

- **Hold Printout**
Enter Y to place Printout in HOLD status.

Selecting a Printer

▶ To select a printer on which to print an Active Report

1. Enter any character in the one-character input field preceding the appropriate printer.
2. Press Enter to print the Report immediately.

Distribute Active Report to Extra Users

This function distributes an Active Report to a User or group of Users on a Distribution List who are not defined in the Distribution Attributes for the Report. For more information, see the subsection Distribution Attributes.

- On the Active Report List screen, enter DS in the two-character command line preceding the Active Report you want to distribute. Press Enter.

The Distribute Report to User window opens for the Active Report you selected:

```

16:14:19          **** ENTIRE OUTPUT MANAGEMENT ****          2000-11-15
User ID GHH      - Active Report List >Folder #Inbasket      -

Cmd Report                Mail Date/Time Description
-----
ds CHECK_DEVELOPMENT      20001121 16:13 Output of Check Routines for Deve
__ CHECK_DEVELOPMENT      20001121 16:13 Output of Check Routines for Deve
__ CHECK_DEVELOPMENT      20001121 16:13 Output of Check Routines for Deve
__ CHECK_DEVELOPMENT      20001121 16:13 Output of Check Routines for Deve
__ CHECK_DEVELOPMENT      20001121 16:13 Output of Check Routines for Deve
__ CHECK_DEVELOPM +-----+ k Routines for Deve
__ CHECK_DEVELOPM !          ! k Routines for Deve
__ CHECK_DEVELOPM ! Distribute report to user      ! k Routines for Deve
__ CHECK_DEVELOPM !          ! k Routines for Deve
__ CHECK_DEVELOPM !   User ID ... _____ ! k Routines for Deve
__ CHECK_DEVELOPM !          ! k Routines for Deve
__ CHECK_DEVELOPM ! PF3 End          ! k Routines for Deve
__          !          !
__          +-----+
All
Command => _____
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help      Exit Flip          -      +      Ext      <      >      Menu
    
```

Field Descriptions

- **User ID**
Enter the User ID of the additional User to whom the Active Report is being distributed. Press Enter to distribute the Active Report to the User.

 **To select a User or group of Users on a Distribution List**

- Enter a question mark ? in this field and press Enter.

The Member Name window opens:

```

16:14:19          **** ENTIRE OUTPUT MANAGEMENT ****          2000-11-15
User ID GHH      - Active Report List >Folder #Inbasket      -

Cmd Report          Mail Date/Time Description
-----
ds CHECK_DEVELOPMENT      20001121 16:13 Output of Check Routines for Deve
__ CHECK_DEVELOPMENT      20001121 16:13 Output of Check Routines for Deve
__ CHECK_DEVELOPMENT      20001121 16:13 Output of Check Routines for Deve
__ CHECK_DEVELOPMENT      20001121 16:13 Output of Check Routines for Deve
__ CHECK_DEVELOPMENT      20001121 16:13 Output of Check Routines for Deve
__ CHECK_DEVELOPM +-----+ k Routines for Deve
__ CHECK_DEVELOPM !          ! k Routines for Deve
__ CHECK_DEVELOPM !      Member Name          ! k Routines for Deve
__ CHECK_DEVELOPM !          ! k Routines for Deve
__ CHECK_DEVELOPM ! Enter a defined User ID or a      ! k Routines for Deve
__ CHECK_DEVELOPM ! defined Distribution List Name      ! k Routines for Deve
__ CHECK_DEVELOPM !          ! k Routines for Deve
__          !          !
__          ! PF4 User-list PF5 Dist-List          !
__          +-----+
All
Command =>
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help      Exit Flip          -      +      Ext      <      >      Menu
    
```

This window enables you to display a list of all individual Users and all Distribution Lists to receive the Report.

Special PF Keys

| PF Key | Function | Explanation |
|--------|-----------|---|
| PF4 | User-List | Display a list of all Users. |
| PF5 | Dist-List | Display a list of all Distribution Lists. |

Select Extra User to Receive a Report

 **To select a single User to receive a Report**

1. Press PF4 (User-List) in the Member Name window.

The User Selection List window opens:

```

Us +-----+ et -
!           User Selection List           !
Cm !                                           ! on
_ ! M   User   Name                         ! -----
d ! -   -----                             ! Check Routines for Deve
_ ! -   AAARDF  Vark, Joe                     ! Check Routines for Deve
_ ! -   AUTOPRNT Printouts, Automatic         ! Check Routines for Deve
_ ! -   BDE     Dreesen, Hardy                 ! Check Routines for Deve
_ ! -   DBA     TEST, DBA                     ! Check Routines for Deve
_ ! -   DRO     Ross, Dellaf                  ! ----+ k Routines for Deve
_ ! -   EORMON  - Monitor, Entire Operations ! ! k Routines for Deve
_ ! -   EST     Stich-Foit, Elfriede         ! ! k Routines for Deve
_ ! -   FHI     Hildebrandt, Frank           ! ! k Routines for Deve
_ ! -   FHI2    Hildebrandt, Frank           ! ! k Routines for Deve
_ ! -   FOE     Foerstermann, Jutta         ! ! k Routines for Deve
_ !                                           ! ! k Routines for Deve
_ !           Select With Any Character     ! !
_ !                                           ! !
_ ! PF3 Exit  PF7 Up  PF8 Down              ! ----+
All +-----+
Command => _____
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---
      Help      Exit Flip      -      +      Ext < >      Menu

```

This window displays a list of all Users defined for your Entire Output Management system.

2. Select a User from the User Selection List window by entering any character in the one-character input field preceding the User ID to be added and pressing Enter.

The User ID is written to the User ID field of the Distribute Report to User window.

▶ To distribute the Active Report to the Inbasket Folder of the additional User

- Press Enter again.

This User can then browse and print the Report. You can also restrict the User's view of the Report by modifying the Report Layout. For more information, see the subsection Modifying the Layout of an Active Report.

Select Extra Distribution List

▶ To select an additional group of Users on a Distribution List to receive a Report

1. Press PF5 (Dist-List) in the Member Name window.

The Distribution List Selection window opens:

```

16:24:49          **** ENTIRE OUTPUT MANAGEMENT ****          2000-11-15
Use +-----+ #Inbasket -
!
Cmd ! Distribution List Selection ! description
-----!
ds ! M List ! utput of Check Routines for Deve
! ! utput of Check Routines for Deve
! ! LIST-1 ! utput of Check Routines for Deve
! ! NOM141 ! utput of Check Routines for Deve
! ! NOM211 ! utput of Check Routines for Deve
! ! STEVELST ! -----+ k Routines for Deve
! ! TSTLIST1 ! ! k Routines for Deve
! ! TSTLIST3 ! ! k Routines for Deve
! ! XSISZH ! ! k Routines for Deve
! ! r a ! k Routines for Deve
! ! Name ! k Routines for Deve
! ! ! k Routines for Deve
! ! !
! ! Select with any character ! list !
! ! -----+
All ! PF3 Exit PF7 Up PF8 Down !
Com !
Ente +-----+ -PF8---PF9---PF10--PF11--PF12---
! Help Exit Flip - + Ext < > Menu

```

This window displays a list of all Distribution Lists defined for your Entire Output Management system.

2. Select a Distribution List by entering any character in the one-character field preceding the name of the Distribution List to receive the Report and pressing Enter.

The Distribution List name is written to the User ID field of the Distribute Report to User window.

To distribute the Active Report to the Inbasket Folder of the extra Users on the Distribution List

- Press Enter again.

All these Users can then browse and print the Report. You can also restrict the Users' view of the Report by defining a Report Layout for the Distribution List. For more information, see the subsection Modifying the Layout of an Active Report.

List Users Connected to Active Report

This function lists all Users to whom an Active Report is distributed.

- On the Active Report List screen, enter US in the two-character command line preceding the Report for which Users are to be listed. Press Enter.

The Users Connected to Report window opens:

```

16:01:52          **** ENTIRE OUTPUT MANAGEMENT ****          2000-11-15
User ID GHH      - Active Report List >Folder #Inbasket      -
+-----+
Cmd Rep !          - Users Connected To Report -          ! s
___ ___ !          CHECK_DEVELOPMENT          ! _____
us CHE !
__ CHE ! User ID  Lastname, Firstname          Message          ! 15
__ CHE ! _____ _____          _____          ! 15
__ XSI ! FHI      Hildebrandt, Frank          !
__ XSI !          !
__ XSI !          !
__ CHE !          ! 13
__ CHE !          ! 13
__ CHE !          ! 08
__ CHE ! All          ! 08
__ CHE !          ! 08
__ CHE !          ! 08
Top Of D ! PF3 = Exit  PF7 = Up  PF8 = Down          !
Command +-----+
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help      Exit  Flip          -      +      Ext  <      >      Menu

```

This window lists all Users who receive the Report, whether they are in the Distribution List or have been selected with the DS line command.

Deleting an Active Report

▶ To delete an Active Report

1. On the Active Report List screen, enter DE in the two-character command line preceding the Active Report to be deleted and press Enter.

If CONFIRM is set to ON, a window opens which asks you to confirm deletion by typing the name of the Active Report again.

2. Type the Report name in the input field provided and press Enter.

A message confirms:

Object deleted

Note:

If the Active Report is in the archive, this command marks it for deletion.

The Active Report is deleted from the archive on the following day. (owner only)

Archiving an Active Report

This function marks an Active Report for archiving or cancels the archiving flag.

An Active Report marked for archiving is archived the next time the Archiving task is active.

▶ To archive an Active Report

- On the Active Report List screen, enter AR in the two-character command line preceding the Report to be marked for archiving or whose archiving flag is to be cancelled. Press Enter to mark the Report or cancel the archiving flag.

Reviving an Archived Report

This function marks an Active Report for reviving or cancels the reviving flag.

An Active Report marked for reviving is revived the next time the Reviving task is active. The Report is restored to the list of Active Reports on the Active Report List screen.

To revive an Archived Report

- On the Active Report List screen, enter RV in the two-character command line preceding the Report to be marked for reviving or whose reviving flag is to be cancelled. Press Enter to mark the Report or cancel the reviving flag.

When reviving an active report, specify the location to which it should be revived (**S**pool, **D**atabase or **C**onnect) and, optionally, a bundle to which the active report will be added when it is revived.

If you enter the name of the bundle, the report is added to an open active bundle at revive time. If there is no open active bundle, one is created if a master bundle with the same name exists.

If there is no master bundle with the given name, an error message will be displayed.

Confirm Print of an Active Report

This function releases an Active Report for printing. The Report is printed only when all target Users have confirmed by issuing this command. The Report must be defined with the **C** option in the Hold Logic field of the Report Definition - Printing Attributes screen.

To confirm print of an Active Report

- On the Active Report List screen, enter CP in the two-character command line preceding the Report to be released for printing. Press Enter to confirm.

For more information about the Hold Logic field, see the appropriate field description under the heading Field Descriptions: Report Definition - Printing Attributes.

Filing an Active Report

This function enables you to take an Active Report filed in your current Folder and file it in another Folder.

To file an Active Report

1. On the Active Report List screen, enter FI in the two-character command line preceding the Report to be filed and press Enter.

The File Active Report window opens:

```

15:57:18          **** ENTIRE OUTPUT MANAGEMENT ****          2000-11-15
User ID GHH      - Active Report List >Folder #Inbasket      -

Cmd Report              created              RunNmbr Lines      A R L expires
-----
fi CHECK_DEVELOPMENT    20001117 17:29      19273      131      S 20010215
__ CHECK_DEVELOP +-----+ 215
__ CHECK_DEVELOP !
__ ADABAS-START- !           - File Active Report -           !
__ ADABAS-START- !           !
__ ADABAS-START- ! Report           !
__ CHECK_DEVELOP ! Name ..... CHECK_DEVELOPMENT           ! 213
__ CHECK_DEVELOP ! Run number .... 19273                       ! 213
__ CHECK_DEVELOP !
__ CHECK_DEVELOP ! To Folder ..... _____           ! 208
__ CHECK_DEVELOP !
__ CHECK_DEVELOP ! PF3 = Exit                       ! 208
__ CHECK_DEVELOP +-----+ 208
__ CHECK_DEVELOPMENT    20001110 09:18      18753      87      S 20010208
__ CHECK_DEVELOPMENT    20001110 09:18      18752      103     S 20010208
Top Of Data
Command =>
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help      Exit Flip      -      +      Ext      <      >      Menu

```

2. Enter the name of the Folder in which the Active Report is to be filed in the To Folder field and press Enter.

The Active Report now appears in the new Folder. If the Folder to which the Active Report is filed is a link to the Folder of another user, the Report is copied. If it is one of your own Folders, the Report is moved.

Display Active Report Definition

 This function displays the Report definition which generated the Active Report.

- On the Active Report List screen, enter DD in the two-character command line preceding the Active Report for which you want to display the Report definition. Press Enter.

The Report Definition >General Attributes screen appears for the Report you selected:

```

17:55:03          **** ENTIRE OUTPUT MANAGEMENT ****          2000-11-15
User ID GW          - Report Definition >General Attributes -

Report
Name ..... ADABAS-START-JOB_
Description ..... ADABAS Start Job mit Statistiken_____
Type ..... M

Keywords ..... _____

Master Owner ..... MRS_____
Store in NOM DB ..... Y

Archive directly ..... N

Retention          Report      Archive   Revive
Number ..... 7__      _____
Unit ..... A          -          -
Calendar ..... _____
Action ..... P

Command => _____
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help  Add   Exit  Flip          Ident Print Dist  Separ      Menu

```

For further information, see the subsection General Attributes.

XREF Information for Active Report

 **The XREF Cross Reference function displays a list of all Bundles in which the Report is contained.**

- On the Active Report List screen, enter XB in the two-character command line preceding the Report to be cross referenced and press Enter.

The Xref for Report window opens:

```

15:39: +-----+ 00-11-15
User ID !          - Xref for Report DBSS1-VENT/21770      !
!
Cmd Rep ! Bundle          Run-No   Group   Seq   Status ! pires
-----+-----+-----+-----+-----+-----+
xb DBS !
__ CHE !
__ CHE !
__ XSI !
__ XSI !
__ XSI !
__ CHE !
Top Of D !
Command ! PF3 = Exit  PF7 = Up  PF8 = Down  PF9 = Ext
Enter-PF !
He +-----+ Menu
    
```

Column Headings

- **Bundle**
Name of the Bundle in which the Report is contained.
- **Run-No**
Internal Report identification.
- **Group**
Group identifier assigned to the Report in the Bundle.
- **Seq**
Sequence number assigned to the Report in the Bundle.
- **Status**
Bundle status.
- **Printer**
Logical Printer assigned to the Report in the Bundle.

Using Active Bundles

This section covers the following topics:

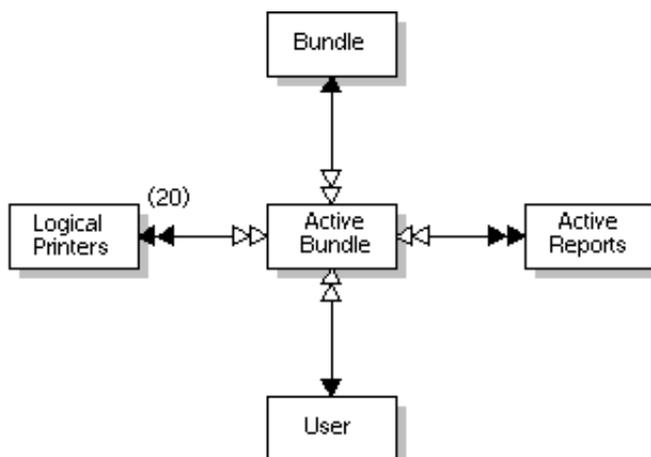
- What is an Active Bundle?
- Invoking the Active Bundles Screen
- Switching Screen Layout for Active Bundles
- Listing Active Bundle Contents
- Browsing an Active Report Contained in a Bundle
- Deleting an Active Report Contained in a Bundle
- Modifying Characteristics of an Active Report Contained in a Bundle
- Modifying an Active Bundle
- Printing Attributes of Active Bundles
- Displaying Information on Active Bundles
- Archiving an Active Bundle
- Closing an Active Bundle
- Deleting an Active Bundle
- Displaying Log Information for an Active Bundle
- Printing an Active Bundle
- Reviving an Active Bundle

What Is an Active Bundle?

An Active Bundle is a group of Active Reports collected from different jobs or SYSOUT data sets and generated by the Bundle definition.

An Active Bundle is printed and distributed as one unit.

Object relationship diagram



Invoking the Active Bundles Screen

▶ To select Active Bundles

1. Enter **6** in the command line of the Main Menu and press Enter.

If long report and bundle names are displayed by the system (see settings in System Defaults and Adding a User Profile), the Active Bundles screen will take the following form:

```

13:54:38          **** ENTIRE OUTPUT MANAGEMENT ****          2003-05-16
User ID BRY          - Active Bundles -

  Cmd Bundle                S Status      Reps Coord-ID
  ---
  ___ UKSJUPCX              O opened      6 UKSJU
  ___ UKSJUBUN              O opened      9 UKSJU
  ___ UKSJUPCX              C closed      2 UKSJU
  ___ UKSJUBUN              C closed      3 UKSJU
  ___ VKA                   C closed      2 VKA
  ___ VKA                   C closed      1 VKA
  ___ UKSJU-BUNDLE-LONG-NAME O opened     10 UKSJU
  ___ XSETGGR-BU1           C closed      1 XSETGGR
  ___ UKSJU-TYPE-AL         C closed      1 UKSJU
  ___ XSETGGR-BU1           C closed      1 XSETGGR
  ___ UKSJU-BUNDLE-LONG-NAME C closed     21 UKSJU
  ___ UKSJU-TYPE-AL         C closed      UKSJU
  ___ UKSJU-TYPE-AL         C closed      1 UKSJU
  ___ UKSJU-TYPE-AL         C closed      1 UKSJU
  ___ UKSJU-TYPE-AL         C closed      1 UKSJU

Top Of Data
Command =>
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help      Exit Flip < > - + Mastr Rfrsh SwLay Menu
    
```

2. Press PF6 to display further data (right half of Active Bundles list):

```

13:55:53          **** ENTIRE OUTPUT MANAGEMENT ****          2003-05-16
User ID BRY          - Active Bundles -

  Cmd Bundle                S Open Date/Time Close Date/Time Message
  ---
  ___ UKSJUPCX              O 03-05-15 14:28
  ___ UKSJUBUN              O 03-05-15 14:28
  ___ UKSJUPCX              C 03-05-15 11:16 03-05-15 11:16
  ___ UKSJUBUN              C 03-05-15 11:16 03-05-15 11:16
  ___ VKA                   C 03-05-13 14:42 03-05-13 14:42
  ___ VKA                   C 03-05-13 14:39 03-05-13 14:39
  ___ UKSJU-BUNDLE-LONG-NAME O 03-04-28 18:31
  ___ XSETGGR-BU1           C 03-04-04 09:27 03-04-07 00:00
  ___ UKSJU-TYPE-AL         C 03-03-17 16:00 03-03-17 16:00
  ___ XSETGGR-BU1           C 03-03-10 19:37 03-03-10 19:37
  ___ UKSJU-BUNDLE-LONG-NAME C 03-03-07 14:40 03-04-15 16:36
  ___ UKSJU-TYPE-AL         C 03-02-28 15:35 03-02-28 15:35
  ___ UKSJU-TYPE-AL         C 03-02-25 09:37 03-02-25 09:37
  ___ UKSJU-TYPE-AL         C 03-02-24 17:30 03-02-24 17:30
  ___ UKSJU-TYPE-AL         C 03-02-24 17:29 03-02-24 17:29

Top Of Data
Command =>
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help      Exit Flip < > - + Mastr Rfrsh SwLay Menu
    
```

3. PF5 takes you back to the main data screen.
 By pressing PF21 (Ext), you can toggle to short names display.
 Then the Active Bundles screen will take the following form:

```

13:56:51          **** ENTIRE OUTPUT MANAGEMENT ****          2003-05-16
User ID BRY          - Active Bundles -

Cmd Bundle   S Status Reprs Coord-ID Open Date/Time Close Date/Time Message
-----
___ UKSJUPCX  O opened   6 UKSJU   03-05-15 14:28
___ UKSJUBUN  O opened   9 UKSJU   03-05-15 14:28
___ UKSJUPCX  C closed   2 UKSJU   03-05-15 11:16 03-05-15 11:16
___ UKSJUBUN  C closed   3 UKSJU   03-05-15 11:16 03-05-15 11:16
___ VKA       C closed   2 VKA     03-05-13 14:42 03-05-13 14:42
___ VKA       C closed   1 VKA     03-05-13 14:39 03-05-13 14:39
___ UKSJU-BU  O opened  10 UKSJU   03-04-28 18:31
___ XSETGGR-  C closed   1 XSETGGR 03-04-04 09:27 03-04-07 00:00
___ UKSJU-TY  C closed   1 UKSJU   03-03-17 16:00 03-03-17 16:00
___ XSETGGR-  C closed   1 XSETGGR 03-03-10 19:37 03-03-10 19:37
___ UKSJU-BU  C closed  21 UKSJU   03-03-07 14:40 03-04-15 16:36
___ UKSJU-TY  C closed   1 UKSJU   03-02-28 15:35 03-02-28 15:35
___ UKSJU-TY  C closed   1 UKSJU   03-02-25 09:37 03-02-25 09:37
___ UKSJU-TY  C closed   1 UKSJU   03-02-24 17:30 03-02-24 17:30
___ UKSJU-TY  C closed   1 UKSJU   03-02-24 17:29 03-02-24 17:29
Top Of Data
Command =>
Enter-PF13--PF14--PF15--PF16--PF17--PF18--PF19--PF20--PF21--PF22--PF23--PF24---
      Help          Exit Flip          -      +      Ext  Rfrsh SwLay Menu
    
```

These screens allow you to perform various functions on Bundles and list all Bundles processed by Entire Output Management and their status. The Bundles are listed in descending order according to their creation date.

Depending on the setting of the user profile field Restrict Abun, you will either see all bundles, with those to which you have access highlighted, or only those bundles to which you have access. You can only enter commands against bundles to which you have access. Administrators have access to all bundles, regardless of the setting of Restrict Abun.

PF Key Assignments: Active Bundles

| PF Key | Function | Explanation |
|--------|----------|---|
| PF5 | < | Display right half of the screen. |
| PF6 | > | Display left half of the screen. |
| PF9 | Maste | List all Master Bundles (Bundle Maintenance screen) |
| PF10 | Rfrsh | Refresh Active Bundles screen. |
| PF11 | SwLay | Toggle between General User and Administrator layout. |
| PF21 | Ext | Toggle between display of long and short report/bundle names. |

Switching Screen Layout for Active Bundles

 To switch between the Active Bundles screen (Administrator Layout), above and the Active Bundles screen (General User) below:

1. Press PF11 (SwLay).

The Administrator Layout for the Active Bundles screen on the previous page displays Reports, Coordinator ID, and Open and Close Date/Time information.

- Press PF11 again to return to the previous layout.

Available Line Commands: Active Bundles

| Command | Meaning |
|---------|--|
| AR | Mark all Reports in an Active Bundle for archiving. |
| CL | Close an Active Bundle. The Bundle can accept no more Reports. A new version of the Bundle is opened for additional Reports. |
| DE | Delete an Active Bundle. Only control information is deleted. The Active Reports contained in the Bundle are not deleted. |
| DI | Display Active Bundle parameters. |
| IN | Display additional information on an Active Bundle. |
| LO | Display log information for an Active Bundle. |
| MO | Modify Active Bundle. Note that modifications hold only for this current copy of the Bundle and do not affect the Bundle definition. Modification can be done only when Bundle status = Opened. |
| PR | Print an Active Bundle. The Bundle is forced to print no matter what was defined to control printing. This command can be entered only if Bundle status = Opened. |
| RP | List Reports contained in an Active Bundle. A list of Reports is displayed to allow browsing of Active Reports or deletion of the Active Report from this Bundle. |
| RV | Mark all Reports in an Active Bundle for reviving. |

Column Headings: Active Bundles

- **Cmd**
Enter a two-character line command.
- **Bundle ***
Bundle name. Enter selection criteria for the Bundle name.

The effect of selection by Bundle name wildcard depends on the setting of the user profile field Abun List Format. If this is set to 1, wildcard Bundle selection results in a pop-up window of matching Bundle names, from which you can select one. If you are not an administrator, you may only select Bundles to which you have access, or those with Public authorization.

In the pop-up window, use PF10 to toggle between your own and Public authorization. If Abun List Format is set to 2, a list of all matching Bundles is presented. An Abun List Format of 1 is likely to generate fewer database accesses.

- **Status ***
Enter selection criteria for Bundle status:
 - **Closed** - Bundle can accept no additional Reports.
 - **Forced** - Bundle forced to print when retention period expires.
 - **Opened** - Bundle is open and contains Reports.
 - **Printing** - Bundle is being printed.
- **Reps**
Number of Reports in the Bundle.
- **Coord-ID ***
User ID of the Bundle Coordinator. For more information, see the subsection Selecting a Bundle

Coordinator.

- **Description**

A short description of the Bundle appears here, when you press PF11 (SwLay).

Press PF11 again to return to the previous layout. For more information, see the subsection Switching Screen Layout for Active Bundles.

- **Open Date/Time**

Date and time the Bundle was opened.

- **Close Date/Time**

Date and time the Bundle was printed.

- **Message**

Indicates why the Bundle cannot be printed. For example, if no printer has been assigned, the message **No Printer** appears here.

Listing Active Bundle Contents

▶ This function lists all Active Reports contained in the Bundle.

1. On the Active Bundles screen, enter RP in the two-character command line preceding the Bundle for which Active Reports are to be listed. Press Enter.

If long report and bundle names are displayed by the system (see settings in System Defaults and Adding a User Profile), the Contents of Bundle screen will take the following form:

| Cmd | Group | Seq | Report | Run-No | Lines |
|---|---|-----------|------------|------------------|-------|
| 16:35:20 | **** ENTIRE OUTPUT MANAGEMENT **** | | | 2003-05-16 | |
| | - Contents of Bundle UKSJU-BUNDLE-LONG-NAME / 34737 - | | | | |
| ___ | UKSJU-BU | 1 | UKSJU-TEST | 34736 | |
| ___ | UKSJU-BU | 1 | UKSJU-TEST | 34801 | |
| ___ | UKSJU-BU | 1 | UKSJU-TEST | 34818 | |
| ___ | UKSJU-BU | 1 | UKSJU-TEST | 34833 | |
| ___ | UKSJU-BU | 1 | UKSJU-TEST | 34873 | |
| ___ | UKSJU-BU | 1 | UKSJU-TEST | 34927 | |
| ___ | UKSJU-BU | 1 | UKSJU-TEST | 34960 | |
| ___ | UKSJU-BU | 1 | UKSJU-TEST | 34975 | |
| ___ | UKSJU-BU | 1 | UKSJU-TEST | 34991 | |
| ___ | UKSJU-BU | 1 | UKSJU-TEST | 35010 | |
| ___ | UKSJU-BU | 1 | UKSJU-TEST | 35029 | |
| ___ | UKSJU-BU | 1 | UKSJU-TEST | 35050 | |
| ___ | UKSJU-BU | 1 | UKSJU-TEST | 35162 | |
| ___ | UKSJU-BU | 1 | UKSJU-TEST | 35163 | |
| ___ | UKSJU-BU | 1 | UKSJU-TEST | 35164 | |
| Top Of Data | | | | | |
| Command => | | | | | |
| Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12--- | | | | | |
| Help | | Exit Flip | | - + Ext < > Menu | |

2. Press PF11 (>) to move the right side of the display onto the screen and display further data of an active bundle. The following screens will appear:

```

16:38:54          **** ENTIRE OUTPUT MANAGEMENT ****          2003-05-16
- Contents of Bundle UKSJU-BUNDLE-LONG-NAME / 34737 -

  Cmd Group      Seq Report                                Run-No  Form    Fcb
  ---
  ___ UKSJU-BU    1 UKSJU-TEST                                34736  STD
  ___ UKSJU-BU    1 UKSJU-TEST                                34801  STD
  ___ UKSJU-BU    1 UKSJU-TEST                                34818  STD
  ___ UKSJU-BU    1 UKSJU-TEST                                34833  STD
  ___ UKSJU-BU    1 UKSJU-TEST                                34873  STD
  ___ UKSJU-BU    1 UKSJU-TEST                                34927  STD
  ___ UKSJU-BU    1 UKSJU-TEST                                34960  STD
  ___ UKSJU-BU    1 UKSJU-TEST                                34975  STD
  ___ UKSJU-BU    1 UKSJU-TEST                                34991  STD
  ___ UKSJU-BU    1 UKSJU-TEST                                35010  STD
  ___ UKSJU-BU    1 UKSJU-TEST                                35029  STD
  ___ UKSJU-BU    1 UKSJU-TEST                                35050  STD
  ___ UKSJU-BU    1 UKSJU-TEST                                35162  STD
  ___ UKSJU-BU    1 UKSJU-TEST                                35163  STD
  ___ UKSJU-BU    1 UKSJU-TEST                                35164  STD
Top Of Data
Command =>
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help      Exit  Flip      -      +      Ext    <      >      Menu
  
```

and

```

16:41:36          **** ENTIRE OUTPUT MANAGEMENT ****          2003-05-16
- Contents of Bundle UKSJU-BUNDLE-LONG-NAME / 34737 -

  Cmd Group      Seq Report                                Run-No  Chars   Flsh
  ---
  ___ UKSJU-BU    1 UKSJU-TEST                                34736  SJU1SJU2SJU3SJU4
  ___ UKSJU-BU    1 UKSJU-TEST                                34801  SJU1SJU2SJU3SJU4
  ___ UKSJU-BU    1 UKSJU-TEST                                34818
  ___ UKSJU-BU    1 UKSJU-TEST                                34833  SJU1SJU2SJU3SJU4
  ___ UKSJU-BU    1 UKSJU-TEST                                34873  SJU1SJU2SJU3SJU4
  ___ UKSJU-BU    1 UKSJU-TEST                                34927  SJU1SJU2SJU3SJU4
  ___ UKSJU-BU    1 UKSJU-TEST                                34960
  ___ UKSJU-BU    1 UKSJU-TEST                                34975
  ___ UKSJU-BU    1 UKSJU-TEST                                34991  SJU1SJU2SJU3SJU4
  ___ UKSJU-BU    1 UKSJU-TEST                                35010  SJU1SJU2SJU3SJU4
  ___ UKSJU-BU    1 UKSJU-TEST                                35029  SJU1SJU2SJU3SJU4
  ___ UKSJU-BU    1 UKSJU-TEST                                35050
  ___ UKSJU-BU    1 UKSJU-TEST                                35162  SJU1SJU2SJU3SJU4
  ___ UKSJU-BU    1 UKSJU-TEST                                35163  SJU1SJU2SJU3SJU4
  ___ UKSJU-BU    1 UKSJU-TEST                                35164  SJU1SJU2SJU3SJU4
Top Of Data
Command =>
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help      Exit  Flip      -      +      Ext    <      >      Menu
  
```

3. By pressing PF10 (<) you can move this screen display to the left again.
4. By pressing PF9 (Ext) you can toggle to short names display.
Then the Contents of Bundle screen will take the following form:

```

17:03:33          **** ENTIRE OUTPUT MANAGEMENT ****          2003-05-16
          - Contents of Bundle UKSJU-BU / 34737 -

Cmd Group      Seq Report              Run-No  Lines
-----
__ UKSJU-BU    1 UKSJU-TEST              34736
__ UKSJU-BU    1 UKSJU-TEST              34801
__ UKSJU-BU    1 UKSJU-TEST              34818
__ UKSJU-BU    1 UKSJU-TEST              34833
__ UKSJU-BU    1 UKSJU-TEST              34873
__ UKSJU-BU    1 UKSJU-TEST              34927
__ UKSJU-BU    1 UKSJU-TEST              34960
__ UKSJU-BU    1 UKSJU-TEST              34975
__ UKSJU-BU    1 UKSJU-TEST              34991
__ UKSJU-BU    1 UKSJU-TEST              35010
__ UKSJU-BU    1 UKSJU-TEST              35029
__ UKSJU-BU    1 UKSJU-TEST              35050
__ UKSJU-BU    1 UKSJU-TEST              35162
__ UKSJU-BU    1 UKSJU-TEST              35163
__ UKSJU-BU    1 UKSJU-TEST              35164

Top Of Data
Command =>
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help      Exit  Flip      -      +      Ext  <      >      Menu

```

5. and the remaining data (right half) by pressing PF11:

```

17:05:01          **** ENTIRE OUTPUT MANAGEMENT ****          2003-05-16
          - Contents of Bundle UKSJU-BU / 34737 -

Cmd Group      Seq Report              Run-No  Form   Fcb  Chars          Flsh
-----
__ UKSJU-BU    1 UKSJU-TEST              34736  STD   SJU1SJU2SJU3SJU4
__ UKSJU-BU    1 UKSJU-TEST              34801  STD   SJU1SJU2SJU3SJU4
__ UKSJU-BU    1 UKSJU-TEST              34818  STD   SJU1SJU2SJU3SJU4
__ UKSJU-BU    1 UKSJU-TEST              34833  STD   SJU1SJU2SJU3SJU4
__ UKSJU-BU    1 UKSJU-TEST              34873  STD   SJU1SJU2SJU3SJU4
__ UKSJU-BU    1 UKSJU-TEST              34927  STD   SJU1SJU2SJU3SJU4
__ UKSJU-BU    1 UKSJU-TEST              34960  STD   SJU1SJU2SJU3SJU4
__ UKSJU-BU    1 UKSJU-TEST              34975  STD   SJU1SJU2SJU3SJU4
__ UKSJU-BU    1 UKSJU-TEST              34991  STD   SJU1SJU2SJU3SJU4
__ UKSJU-BU    1 UKSJU-TEST              35010  STD   SJU1SJU2SJU3SJU4
__ UKSJU-BU    1 UKSJU-TEST              35029  STD   SJU1SJU2SJU3SJU4
__ UKSJU-BU    1 UKSJU-TEST              35050  STD   SJU1SJU2SJU3SJU4
__ UKSJU-BU    1 UKSJU-TEST              35162  STD   SJU1SJU2SJU3SJU4
__ UKSJU-BU    1 UKSJU-TEST              35163  STD   SJU1SJU2SJU3SJU4
__ UKSJU-BU    1 UKSJU-TEST              35164  STD   SJU1SJU2SJU3SJU4

Top Of Data
Command =>
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help      Exit  Flip      -      +      Ext  <      >      Menu

```

These screens list all Active Reports contained in the Bundle.

PF Key Assignments: Bundle Contents

| PF Key | Function | Explanation |
|--------|----------|---|
| PF9 | Ext | Toggle between display of long and short Report/Bundle names. |
| PF10 | < | Shift screen display to the left. |
| PF11 | > | Shift screen display to the right. |

Available Line Commands: Bundle Contents

| Command | Meaning |
|---------|---------------------------------------|
| BR | Browse Active Report contents. |
| DE | Delete Active Report contents. |
| MO | Modify Active Report characteristics. |

Column Headings: Bundle Contents

- **Cmd**
Enter a two-character line command and press Enter to invoke the command.
- **Group**
The name of the group in which the Report is to be printed. Groups of Reports in a Bundle are printed in **alphabetical order**.
- **Seq**
The sequential number of the Report in the Bundle. The Reports are printed in this sequence **within the same Group**.
- **Report**
Name of the Active Report contained in the Active Bundle.
- **Run-No**
Unique number identifying the Active Report.
- **Lines**
Number of lines in the Active Report.
- **Form**
Corresponds to the FORM JCL parameter.
- **Fcb**
Corresponds to the FCB JCL parameter.
- **Chars**
Corresponds to the CHARS JCL parameter.
- **Flsh**
Corresponds to the FLASH JCL parameter.

Browsing an Active Report Contained in a Bundle

 **To browse an Active Report contained in a Bundle**

- On the Bundle Contents screen, enter BR in the two-character command line preceding the Active Report to be browsed and press Enter.

The Software AG Editor is invoked and the Active Report you have selected appears on the screen.

ISPF-like local commands enable you to view the Active Report. For more information, see the subsection Browsing an Active Report with the Software AG Editor.

Deleting an Active Report Contained in a Bundle

▶ To delete an Active Report contained in a Bundle

- On the Bundle Contents screen, enter DE in the two-character command line preceding the Active Report to be deleted and press Enter.

If CONFIRM is ON, a window opens which asks you to confirm deletion by typing the name of the Active Report again.

- Type the Active Report name in the input field provided and press Enter.

A message confirms:

```
Object deleted
```

Note: A report deleted in an active bundle remains still available as an Active Report.

Modifying Characteristics of an Active Report Contained in a Bundle

▶ To modify characteristics of an Active Report contained in a Bundle

- On the Bundle Contents screen, enter MO in the two-character command line preceding the Active Report whose characteristics are to be modified and press Enter.

The Report Characteristics in Bundle window opens which enables you to modify the Report characteristics:

```

12:03:59          **** ENTIRE OUTPUT MANAGEMENT ****          2002-10-11
                - Contents of Bundle UKSJUPCX / 32597 -
+-----+
Cmd!           Report Characteristics In Bundle                !
___!           Bundle UKSJUPCX                                !
mo!           Report: UKSJU-TEST                              !
___!           In Bundle                                       !
___! Form .....: STD_____                                  !
___! Fcb .....: _____                                    !
___! Chars .....: _____                                  !
___! Flash .....: _____                                  !
___! Copies .....: 1___                                       !
___! Pagedef .....: _____                                !
___! Formdef .....: _____                                !
___! Logical Printer ..: _____                            !
___! Separator Info: Member Start: RS-SJUST End: RS-SJUE     !
___!           Copies: 1___                                    !
___!           !                                              !
___!           !                                              !
___! PF1 Help PF3 Exit PF5 Do PF6 Undo PF9 Ext              !
Top +-----+
Command => _____
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help      Exit  Flip      -      +      Ext      <      >      Menu
    
```

Field Descriptions: Report Characteristics in Bundle and JES - OS/390 only

- **Form**
Enter the name of the form on which you wish to print.
This corresponds to the FORM JCL parameter (**system printers only**).
- **Fcb**
Enter the Forms Control Buffer.
This corresponds to the FCB JCL parameter (**system printers only**).
- **Chars**
Enter one or more 4-byte character set names.
This corresponds to the CHARS JCL parameter (**system printers only**).
- **Flash**
Corresponds to the FLASH JCL parameter.
- **Copies**
Enter the number of copies to print.
- **Pagedef**
If printing on an IPDS **system printer**, enter the PAGEDEF JCL parameter.
- **Formdef**
If printing on an IPDS **system printer**, enter the FORMDEF JCL parameter.
- **Logical Printer**
Enter the name of the Logical Printer to be used.

Separator Info

- **Member Start**
Enter the name of the separator to be printed at the beginning of the Report.
- **End**
Enter the name of the separator to be printed at the end of the Report.
- **Copies**
Enter the number of separator copies to be printed.

Modifying an Active Bundle

To modify an Active Bundle

- On the Active Bundles screen, enter MO in the two-character command line preceding the Active Bundle you want to modify and press Enter.

The Active Bundle > General Attributes screen appears for the Bundle you have selected:

```

12:12:13          **** ENTIRE OUTPUT MANAGEMENT ****          2002-10-11
User ID BRY      - Active Bundle>General Attributes -

Bundle
  Name ..... UKSJUPCX
  Run number ..... 32597

Created ..... 2002-10-10 14:31
Coordinator ID ..... UKSJU___

Print events
  Time schedule..... _____
  Lines exceeded .... 10000____
  Report arrival .... _____
                           _____
                           _____
                           _____
                           _____

Command => _____
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help      Exit  Flip  Do    Undo          Print          Menu
    
```

PF Key Assignments: Active Bundles

| PF Key | Function | Explanation |
|--------|----------|----------------------------|
| PF9 | Print | Modify Printing Attributes |

Field Descriptions: Active Bundle > General Attributes

Bundle

- **Name**
Bundle name
- **Run number** (cannot be modified)
Internal sequence number
- **Created** (cannot be modified)
Date and time when first Active Report arrived for this Bundle.
- **Coordinator ID**
Enter the User ID of the person who is responsible for this Bundle.
If you make no entry here, your User ID is automatically written to this field.
(The coordinator’s name, address and telephone number can be printed at the top of the front page of the Bundle separator, if so desired.) For more information, see the subsection Selecting a Bundle Coordinator.

Printer events

- **Time schedule**
The print time is computed at an open time based on the defined time schedule. If 00-01-02 00:00 appears here, it means that no time trigger is in effect.
- **Lines Exceeded**
When the Report that causes this line number to be exceeded has been written to the Bundle, the Bundle is closed and scheduled for printing.
- **Report Arrival**
Enter up to 10 Report names here. The Bundle is printed when all these Reports arrive. See the subsection Selecting Reports to Trigger Printing.

Saving Modifications

▶ You can modify the data displayed by simply entering new data in the input fields.

- When you have finished modifying the Active Bundle, press Enter to save modifications.

A message confirms that the Bundle has been successfully modified:

```
Record modified
```

- If COMMIT is set to OFF, press PF5 (Do) to save your modifications before exiting. If you do not, a window opens which asks you to commit modifications by typing Y. Type Y and press Enter.

A message confirms:

```
All modifications committed
```

Printing Attributes of Active Bundles

▶ To modify Printing Attributes of an Active Bundle

- Press PF9 on the Active Bundle > General Attributes screen.

The Active Bundle > Printing Attributes screen appears.

```

12:14:17          **** ENTIRE OUTPUT MANAGEMENT ****          2002-10-11
User ID BRY          - Active Bundle>Printing Attributes -

Bundle
  Name ..... UKSJUPCX
  Run number ..... 32597

Hold before Print .... Y (Y/N)
Printers ..... UKSJUPRT _____
Copies ..... 1__  _____

Bundle Separator          Print Control Exit
  Start ..... BS-SJUST          NATURAL Member... SJUBUPC2
  End ..... BS-SJUEN          NATURAL Library... NOM211U_
  Copies ..... 1__

Jobcards
  //UKSJUBUN JOB CLASS=K,MSGCLASS=X_____
  _____
  _____

Command => _____
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help      Exit Flip Do      Undo      Ext      Prtr Menu
    
```

PF Key Assignments: Printing Attributes of Active Bundles:

| PF Key | Function | Explanation |
|--------|----------|--|
| PF11 | Prtr | Define (up to 20) additional printers. |

Field Descriptions: Active Bundle > Printing Attributes

Bundle

- **Name**
Bundle name
- **Run number** (cannot be modified)
Internal sequence number
- **Hold Before Print**
Enter **Y** to hold Bundle printing until released manually.
Enter **N** to print Bundle immediately.
- **Printers**
You can enter the names of up to 5 Logical Printers on which to print the Bundle. If printers are specified in the Bundle Defaults (see Printer fields in the System Programmer's Documentation) they appear here. You can delete or change these.
Enter a question mark (?) in one of these fields and press Enter to open the Printer Selection List, from which you can choose a defined printer. Press PF11 (Prtr) to add more printers on the Additional Printers screen.
- **Copies**
Enter the number of times the Bundle is to be printed on the respective printers.
- **Bundle Separator**
If separator values are specified in the Bundle Processing Defaults (see Separator fields of the System Programmer's Documentation), they appear in the (Start) and (End) fields here. You can change or delete these.
 - **(Start)**
Enter the separator name to be printed at the **beginning** of the Bundle. If this field is omitted, then the standard separator is used.
 - **(End)**
Enter the separator name to be printed at the **end** of the Bundle.
If this field is omitted, then the standard separator is used.
 - **(Copies)**
Enter the number of Separator Pages to be printed for the Bundle.
- **Print Control Exit**
A printer control exit can be used to decide whether or not a bundle is actually printed after it has been sent to the Printouts queue. For example, you may not want to print bundles which only contain one report. A sample exit is supplied in UEXBUNPR in library SYSNOMS.
 - **Natural Member**
Enter the name of the user exit.
 - **Natural Library**
Enter the name of the library containing the user exit.
- **Jobcards**
Enter the job cards used when Bundle printing is performed with batch jobs. The following substitution variables can be used:

§USER, §BUNDLE

If you leave this field blank, the Jobcards specification for the Logical Printer is used instead.

Defining Additional Printers

To define or modify additional printers

- Press PF11 (Prtr) on the Active Bundles >Printing Attributes screen.

The Active Bundle >Additional Printers screen appears:

```

12:15:34          **** ENTIRE OUTPUT MANAGEMENT ****          2002-10-11
User ID BRY      - Active Bundle>Additional Printers -

Bundle
Name ..... UKSJUPCX
Run number ..... 32597

Printers  (6-10)..... _____
Copies    (6-10)..... ____

Printers  (11-15).... _____
Copies    (11-15).... ____

Printers  (16-20).... _____
Copies    (16-20).... ____

Command => _____
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help      Exit  Flip  Do    Undo                Ext          Menu
    
```

In this screen, you can define up to 20 additional printers.

Field Descriptions: Active Bundle >Additional Printers

- **Printers**
Specify the names of up to 15 logical printers on which the Bundle should be printed. If you enter a question mark (?) in this field and press Enter, the printer selection list will appear.
- **Copies**
Specify how many copies should be printed on each printer.

Displaying Information on Active Bundles

This function displays additional information on Active Bundles. This information cannot be modified.

 **To display information on Active Bundles**

- On the Active Bundles screen, enter IN in the two-character command line preceding the Bundle for which you want to display information. Press Enter.

The Active Bundle Info window opens for the Bundle you selected:

```

12:1+-----+
User !                               - Active Bundle Info -                               !
!                                                                              !
Cmd!  Bundle                          !
___!  Name/RNB ..... UKSJUPCX / 32597  !
in!   Description ... STEVE'S BUNDLE - WITH PRINT CONTROL EXIT !
___!                                                                              !
___!  Number of                          !
___!  Reports ..... 24                  !
___!  Lines ..... 2168                  !
___!                                                                              !
___!  Date/Time of                          Expiration Date !
___!  Open ..... 20021010 14:31          Force ..... 20021011 !
___!  Close .....                          Purge ..... !
___!  Planned Flush . 20021010 00:00      !
___!                                                                              !
___!  Coordinator                          !
___!  ID ..... UKSJU                      !
___!  Name ..... Steve Underhill         !
___!  Phone ..... 1332611078/1078       !
Top Of!                                  !
Comma!                                  !
Enter-!  PF3 =Exit                       !
+-----+

```

Field Descriptions: Active Bundle Info window

Bundle

- **Name/RNB**
The Bundle name. RNB is the unique internal identifier of the Bundle.
- **Description**
A short description of the Active Bundle.

Number of

- **Reports**
Number of Active Reports contained in the Bundle.
- **Lines**
Number of lines contained in the Bundle.

Date/Time of

- **Open**
The date and time the Bundle was opened.
- **Close**
The date and time the Bundle was closed.
- **Planned Flush**
When the bundle is opened, the print time is computed based on the defined time schedule. If 00-01-02 00:00 or nothing at all appears here, it means that no time trigger is in effect.

Expiration Date

- **Force**
The day on which the closing and printing of the Active Bundle is to be forced. This date is computed when the Active Bundle is opened.
It is computed using the Force Flush period defined in the corresponding Bundle definition (see field descriptions for Force Flush under Print Events in the Section Defining a Bundle).
- **Purge**

The day on which the Active Bundle is to be deleted.
 This data is computed when the Active Bundle is closed.
 It is computed using the Retention Period in the corresponding Bundle definition (see the field descriptions for Retention Period in the Section Defining a Bundle).

Coordinator

- **ID**
ID of the Bundle Coordinator.
- **Name**
Name of the Bundle Coordinator.
- **Phone**
Telephone number of the Bundle Coordinator.

Archiving an Active Bundle

▶ **This function marks an Active Bundle for archiving. The Bundle is archived the next time the Archiving task is active.**

- On the Active Bundles screen, enter AR in the two-character command line preceding the Bundle to be marked for archiving. Press Enter to mark the Bundle.

Closing an Active Bundle

▶ **This function closes an Active Bundle so that it can accept no additional Reports. If additional Reports arrive for the Bundle, a new version of the Bundle is opened to accept them.**

- On the Active Bundles screen, enter CL in the two-character command line preceding the Bundle to be closed. Press Enter to close the Bundle.

The message Closed appears after the Bundle name in the Status column.

Deleting an Active Bundle

▶ **This function deletes an Active Bundle.**

- On the Active Bundles screen, enter DE in the two-character command line preceding the Bundle to be deleted. Press Enter.

If CONFIRM is ON, a window opens which asks you to confirm deletion by typing the name of the Active Bundle again.

- Type the Active Bundle name in the input field provided and press Enter.

A message confirms:

Object deleted

Displaying Log Information for an Active Bundle

▶ **This function displays log information for an Active Bundle.**

- On the Active Bundles screen, enter LO in the two-character command line preceding the Bundle for which log information is to be displayed. Press Enter.

The Log Display screen opens for the Bundle selected.

For further details, see the subsection LO - Display Log Information for an Object and the Log Display -Report screen in the Section Using Entire Output Management.

Printing an Active Bundle

▶ **This function prints an Active Bundle.**

- On the Active Bundles screen, enter PR in the two-character command line preceding the Active Bundle you want to print and press Enter.

The Printer Selection window opens.

- Select a printer by entering any character in the one-character input field preceding the appropriate printer. Press Enter to print the Bundle.

A message confirms:

```
Bundle queued for print successfully
```

Reviving an Active Bundle

This function marks all archived Reports in an Active Bundle to be revived. The Reports will be revived the next time the Revive job runs.

▶ **To revive an Active Bundle**

- On the Active Bundles screen, enter RV in the two-character command line preceding the Bundle to be marked for reviving. Press Enter to mark the Bundle.

Printouts

This section covers the following topics:

- What is a Printout in NOM?
 - Listing Printouts
 - Modifying General Printout Attributes
 - Modifying Printer Printout Attributes
 - Modifying Special Printout Attributes
 - Deleting a Printout
 - Displaying Printout Characteristics
 - Putting a Printout in HOLD Status
 - Releasing Printout from HOLD Status
 - Listing Reports in Bundled Printout
 - Resuming a Failed Printout
-

What is a Printout in NOM?

A Printout in Entire Output Management is a Report or a Bundle queued for printing upon User request or automatically by the Monitor.

Listing Printouts

The Printout List can be used to monitor the status of Printouts.

To display the Printout List

- Enter **7** in the command line on the Main Menu and press Enter.

If long Report and Bundle names are displayed by the system (see settings in System Defaults and Adding a User Profile), the Printout List screen (first part) takes the following form:

```

14:56:49          **** ENTIRE OUTPUT MANAGEMENT ****          2000-11-15
User ID *_____ - Printout List -

Cmd Object                T PrOutID Printer  Lines   S Status
-----
___ UKSJUBUN              B    553 UKSJUPRT    4633 D printed successful
___ UKSJU-STD1-009        R    547 UKSJVVT2     52 D printed successful
___ UKSJU-STD1-009        R    546 UKSJVVT2     52 D printed successful
___ UKSJU-STD1-009        R    545 UKSJVVTX     52 E Print Task abended
___ STEVEBUN              B    544 UKSJUPRT    7996 E NOM0707 Bundle is
___ UKSJUBUN              B    543 UKSJUPRT    4004 H hold
___ XSISZHA-TEST-1234567890 R    542 HUGO         103 E Lines exceeded
___ XSISZHA-TEST-1234567890 R    541 HUGO         103 H hold
___ XSISZHA-TEST-1234567890 R    540 HUGO         103 E Lines exceeded
___ XSISZHA-TEST-1234567890 R    539 HUGO         103 E Lines exceeded
___ XSISZHA-TEST-1234567890 R    535 HUGO         103 E Lines exceeded
___ XSISZHA-TEST-1234567890 R    534 HUGO           3 D printed successful
___ XSISZHA-TEST-1234567890 R    533 HUGO           7 E Lines exceeded
___ UKSJUBUN              B    532 UKSJUPRT    3786 H hold
___ XSISZHA-TEST-1234567890 R    519 HUGO         103 E Lines exceeded

Top Of Data
Command => _____
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help      Exit Flip      -      +      Ext      <      >      Menu

```

For field Descriptions, see Column Headings: Printout - left half.

► **To display further data in the list (Parts 2 to 4)**

- Press PF11 (>). According to the number of times you pressed PF11, the screen 2, 3 or 4 will appear.

```

15:32:53          **** ENTIRE OUTPUT MANAGEMENT ****          2000-11-15
User ID *_____ - Printout List -

Cmd Object                T PrOutID S Status
-----
___ UKSJUBUN              B    553 D printed successfully
___ UKSJU-STD1-009        R    547 D printed successfully
___ UKSJU-STD1-009        R    546 D printed successfully
___ UKSJU-STD1-009        R    545 E Print Task abended
___ STEVEBUN              B    544 E NOM0707 Bundle is empty - print inva
___ UKSJUBUN              B    543 H hold
___ XSISZHA-TEST-1234567890 R    542 E Lines exceeded
___ XSISZHA-TEST-1234567890 R    541 H hold
___ XSISZHA-TEST-1234567890 R    540 E Lines exceeded
___ XSISZHA-TEST-1234567890 R    539 E Lines exceeded
___ XSISZHA-TEST-1234567890 R    535 E Lines exceeded
___ XSISZHA-TEST-1234567890 R    534 D printed successfully
___ XSISZHA-TEST-1234567890 R    533 E Lines exceeded
___ UKSJUBUN              B    532 H hold
___ XSISZHA-TEST-1234567890 R    519 E Lines exceeded

Top Of Data
Command => _____
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help      Exit Flip      -      +      Ext      <      >      Menu

```

For field Descriptions, see Column Headings: Printout - left half.

```

15:14:31          **** ENTIRE OUTPUT MANAGEMENT ****          2000-11-15
User ID * _____ - Printout List -

Cmd Object          T UserId   Jobname  Jobno   scheduled
-----
___ UKSJUBUN        B UKSJU   UKSJUBUN 42302  20001116 15:42
___ UKSJU-STD1-009 R UKSJU           20001113 10:13
___ UKSJU-STD1-009 R UKSJU           20001113 10:12
___ UKSJU-STD1-009 R UKSJU           20001113 10:11
___ STEVEBUN       B UKSJU           20001116 18:32
___ UKSJUBUN       B UKSJU
___ XSYSZHA-TEST-1234567890 R XSYSZHA           20001110 12:22
___ XSYSZHA-TEST-1234567890 R XSYSZHA           20001103 09:37
___ XSYSZHA-TEST-1234567890 R XSYSZHA           20001103 09:37
___ XSYSZHA-TEST-1234567890 R XSYSZHA           20001103 09:29
___ XSYSZHA-TEST-1234567890 R XSYSZHA           20001102 09:16
___ XSYSZHA-TEST-1234567890 R XSYSZHA           20001110 12:23
___ XSYSZHA-TEST-1234567890 R XSYSZHA           20001102 19:59
___ UKSJUBUN       B UKSJU
___ XSYSZHA-TEST-1234567890 R XSYSZHA           20001025 11:00
Top Of Data
Command => _____
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---
      Help      Exit  Flip      -      +      Ext      <      >      Menu
    
```

For field descriptions, see Column Headings: Printout - right half.

```

15:24:13          **** ENTIRE OUTPUT MANAGEMENT ****          2000-11-15
User ID * _____ - Printout List -

Cmd Object          T Jobname  Jobno   scheduled      printed
-----
___ UKSJUBUN        B UKSJUBUN 42302  20001116 15:42  20001116 15:42
___ UKSJU-STD1-009 R           20001113 10:13  20001113 10:13
___ UKSJU-STD1-009 R           20001113 10:12  20001113 10:12
___ UKSJU-STD1-009 R           20001113 10:11
___ STEVEBUN       B           20001116 18:32
___ UKSJUBUN       B
___ XSYSZHA-TEST-1234567890 R           20001110 12:22
___ XSYSZHA-TEST-1234567890 R           20001103 09:37
___ XSYSZHA-TEST-1234567890 R           20001103 09:37
___ XSYSZHA-TEST-1234567890 R           20001103 09:29
___ XSYSZHA-TEST-1234567890 R           20001102 09:16
___ XSYSZHA-TEST-1234567890 R           20001110 12:23  20001110 12:23
___ XSYSZHA-TEST-1234567890 R           20001102 19:59  20001102 20:00
___ UKSJUBUN       B
___ XSYSZHA-TEST-1234567890 R           20001025 11:00
Top Of Data
Command => _____
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---
      Help      Exit  Flip      -      +      Ext      <      >      Menu
    
```

For field descriptions, see Column Headings: Printout - right half.

By pressing PF10 (<), you can move this screen to the left again.

By pressing PF9 (Ext), you can toggle to short names display.

Then the Printout List screen (left half) will take the following form:

```

15:47:25          **** ENTIRE OUTPUT MANAGEMENT ****          2000-11-15
User ID * _____          - Printout List -

Cmd Object          T PrOutID Printer  Lines   S Status
-----
___ UKSJUBUN        B    553 UKSJUPRT    4633 D printed successfully
___ UKSJU-STD1-009  R    547 UKSJVVT2     52 D printed successfully
___ UKSJU-STD1-009  R    546 UKSJVVT2     52 D printed successfully
___ UKSJU-STD1-009  R    545 UKSJVVTX     52 E Print Task abended
___ STEVEBUN        B    544 UKSJUPRT    7996 E NOM0707 Bundle is empty -
___ UKSJUBUN        B    543 UKSJUPRT    4004 H hold
___ XSISZHA-TEST-1234 R    542 HUGO         103 E Lines exceeded
___ XSISZHA-TEST-1234 R    541 HUGO         103 H hold
___ XSISZHA-TEST-1234 R    540 HUGO         103 E Lines exceeded
___ XSISZHA-TEST-1234 R    539 HUGO         103 E Lines exceeded
___ XSISZHA-TEST-1234 R    535 HUGO         103 E Lines exceeded
___ XSISZHA-TEST-1234 R    534 HUGO           3 D printed successfully
___ XSISZHA-TEST-1234 R    533 HUGO           7 E Lines exceeded
___ UKSJUBUN        B    532 UKSJUPRT    3786 H hold
___ XSISZHA-TEST-1234 R    519 HUGO         103 E Lines exceeded

Top Of Data
Command => _____
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help          Exit Flip          -      +      Ext      <      >      Menu

```

▶ **To display the right half of the list again**

- Press PF11 (>).

```

16:02:18          **** ENTIRE OUTPUT MANAGEMENT ****          2000-11-15
User ID * _____          - Printout List -

Cmd Object          T UserId  Jobname  Jobno  scheduled  printed
-----
___ UKSJUBUN        B UKSJU   UKSJUBUN 42302  20001116 15:42 20001116 15:42
___ UKSJU-STD1-009  R UKSJU   20001113 10:13 20001113 10:13
___ UKSJU-STD1-009  R UKSJU   20001113 10:12 20001113 10:12
___ UKSJU-STD1-009  R UKSJU   20001113 10:11
___ STEVEBUN        B UKSJU   20001116 18:32
___ UKSJUBUN        B UKSJU
___ XSISZHA-TEST-1234 R XSISZHA 20001110 12:22
___ XSISZHA-TEST-1234 R XSISZHA 20001103 09:37
___ XSISZHA-TEST-1234 R XSISZHA 20001103 09:37
___ XSISZHA-TEST-1234 R XSISZHA 20001103 09:29
___ XSISZHA-TEST-1234 R XSISZHA 20001102 09:16
___ XSISZHA-TEST-1234 R XSISZHA 20001110 12:23 20001110 12:23
___ XSISZHA-TEST-1234 R XSISZHA 20001102 19:59 20001102 20:00
___ UKSJUBUN        B UKSJU
___ XSISZHA-TEST-1234 R XSISZHA 20001025 11:00

Top Of Data
Command => _____
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help          Exit Flip          -      +      Ext      <      >      Menu

```

▶ **To display the left half of the Printout List again**

- Press PF10 (<).

These screens list all Printouts in descending order according to their creation date.

▶ **To display the Printout List with the corresponding status**

- In the **S** column, enter one of these letters.

▶ **To display all print jobs (independent from status)**

- Enter an asterisk (*) and press Enter.

Special PF Keys

| PF Key | Function | Explanation |
|--------|----------|---|
| PF9 | Ext | Toggle between display of the long/short Report/Bundle names. |
| PF10 | < | Shift screen display to the left. |
| PF11 | > | Shift screen display to the right. |

Available Line Commands

| Command | Meaning |
|---------|--|
| DE | Delete a Printout. |
| DI | Display Printout characteristics. |
| HL | Put Printout in HOLD status. |
| MO | Modify Printout characteristics. All Printout characteristics can be modified with this function. Modify can be executed only if Printout is in HOLD status. |
| RE | Resume printing of a failed Printout from the last checkpoint. |
| RL | Release Printout from HOLD status and send to printer. |
| RP | List Reports in bundled Printout. |

Column Headings: Printout - left half

All fields marked with (*) can be used as fields for entering selection criteria.

- **User ID** (system administrator only)
Enter a question mark (?) and press Enter to open a User Selection window.
Select a User to display the Printout List for that User.
Leave this field blank and press Enter to display all Printouts according to User ID and Time. Enter an asterisk (*) and press Enter to display all Printouts according to Time **only**.
- **Cmd**
Enter a two-character line command.
- **Object (*)**
Name of the Report or Bundle which is to be printed.
- **T**
Object type:
 - **R** Report
 - **B** Bundle
- **PrOutID**
Internal unique identifier for the Printout.
- **Printer (*)**
Logical Printer.

- **Lines**
 Number of lines already printed (when Status=P)
 Total number of lines (when Status 0 P)
- **S/Status (*)**
 This is the Printout status:
 - **C** Awaiting confirmation
 - **D** Printed successfully
 - **E** Printing error
 - **F** Printing failed
 - **H** On hold (must be released)
 - **P** Currently printing
 - **R** Ready to print (if not on hold)
 - **T** Printer busy, trying again

Column Headings: Printout - right half

All fields marked with (*) can be used as fields for entering selection criteria.

- **Object (*)**
 Name of the Report or Bundle which is to be printed.
- **T**
 Object type:
 - **R** Report
 - **B** Bundle
- **User ID**
 User ID of User printing, or of Report owner or of Bundle coordinator.
- **Jobname**
 The job name of the Printout in the job queue if printing is done with a batch job.
- **Jobno**
 The job number of the Printout in the job queue if printing is done with a batch job.
- **scheduled**
 Date and time the Printout is scheduled.
- **printed**
 Date and time the Printout was printed.

To display the left half of the Printout List again

- Press PF10 (<).

Modifying General Printout Attributes

This function allows you to modify general attributes of a Printout before printing.

- On the Printout List screen, enter MO in the two-character input field preceding the Printout to be modified. Press Enter.

The Printout Definition>General Attributes screen appears:

```

10:58:53          **** ENTIRE OUTPUT MANAGEMENT ****          2000-11-15
User ID GHH      - Printout Definition >General Attributes -

Printout ID ..... 7
User ..... MRS
Bundle
  Name ..... DEP-MARK
  Run number ..... 21588
Time
  Created ..... 28/10/1999    15:26
  Scheduled ..... 28/10/1999    00:00
  Printed ..... 28/10/1999    00:00

Status ..... hold
Total lines ..... 470
Lines printed .....

Language ..... English
Copies ..... 1__
Priority ..... __

Command => _____
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help  Add  Exit  Flip  Do    Undo                PrAtt SpAtt      Menu
    
```

This screen is used to modify general attributes of a Printout. You can modify only when the Printout is in HOLD status.

Special PF Keys

| PF Key | Function | Explanation |
|--------|----------|---|
| PF9 | PrAtt | Displays the Printout Definition>Printer Attributes screen. |
| PF10 | SpAtt | Displays the Printout Definition>Special Attributes screen. |

Field Descriptions

The following fields **cannot** be modified:

- **Printout ID**
Internal unique identifier of the Printout.
- **User**
User ID of User printing, or of Report owner or of Bundle coordinator.

Report/Bundle

- **Name**
Name of Report or Bundle name to be printed.
- **Run number**
Internal run number.
- **Time**
Date and time the Printout was created/scheduled/printed.
- **Status**
Printout status:
 - **C** Awaiting confirmation
 - **D** Printed successfully
 - **E** Printing error

- **F** Printing failed
- **H** On hold (must be released)
- **P** Currently printing
- **R** Ready to print (if not on hold)
- **T** Printer busy, trying again
- **Total lines**
Total number of lines.
- **Lines printed**
Number of lines currently printed.
- **Language**
The language to be used in the Report/Bundle separators.

The following fields **can** be modified:

- **Copies**
Enter the number of copies to be printed.
- **Priority**
Enter the print priority.
This is passed to JES when using system printers.

Modifying Printer Printout Attributes

▶ This function allows you to modify printer attributes of a Printout.

- Press PF9 in the Printout Definition>General Attributes screen.

The Printout Definition>Printer Attributes screen appears:

```

12:28:29          **** ENTIRE OUTPUT MANAGEMENT ****          2000-11-15
User ID GHH      - Printout Definition >Printer Attributes -

Printout ID ..... 7
Logical Printer
  Name ..... PRT14LSC
  Description ..... DC Group Printer
Physical Printer
  Name ..... DAEPT14
  Location ..... VTAM Printer DAEPT14
Printer Exit
  Member ..... TKYOC100
  Library ..... NOM131U
Job Parameters
  JCL skeleton ..... _____
  Escape character .. _
Jobcards
_____
_____
_____

Command => _____
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help      Exit  Flip                               SpAtt      Menu

```

This screen is used to modify printer attributes of a Printout.
You can modify only when the Printout is in HOLD status.

Special PF Keys

| PF Key | Function | Explanation |
|--------|----------|---|
| PF10 | SpAtt | Displays the Printout Definition>Special Attributes screen. |

Field Descriptions

The following fields **cannot** be modified:

- **Printout ID**
Internal unique identifier of the Printout.

Logical Printer

- **Name**
Name of Logical Printer.
- **Description**
Description of Logical Printer.

Physical Printer

- **Name**
Name of Physical Printer.
- **Location**
Location of Physical Printer.

Printer Exit

- **Member**
Name of the Exit to be executed for each line before it is printed.
- **Library**
Name of the library containing the member.

The following fields **can** be modified:

Job Parameters

- **JCL skeleton**
Name of the Natural member containing the JCL skeleton to be used when submitting a print job.
- **Escape character**
Special character used as a prefix to identify substitution variables.
- **Jobcards**
Jobcards to be used when printing in batch mode.
If you leave these lines blank, the specifications from the Logical Printer Profile are taken.

Modifying Special Printout Attributes

 **This function allows you to modify special attributes of a Printout.**

- Press PF10 in the Printout Definition>General Attributes screen.

The Printout Definition>Special Attributes screen appears:

```

12:40:00          **** ENTIRE OUTPUT MANAGEMENT ****          2000-11-15
User ID GHH      - Printout Definition >Special Attributes -

Printout ID ..... 12
Logical Printer
  Name ..... PRT14LSC
  Description ..... DC Group Printer

Attributes
  Carriage control .. YES
  Form feed before .. 1
  Form feed after ... 1
  Trace ..... NO
  Logmode .....

Command => _____
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      Help      Exit  Flip  Do      Undo  -      +      PrAtt      Menu
    
```

This screen is used to modify special attributes of a Printout. You can modify only when the Printout is in HOLD status.

Special PF Keys

| PF Key | Function | Explanation |
|--------|----------|---|
| PF9 | PrAtt | Displays the Printout Definition>Printer Attributes screen. |

Field Descriptions

The following fields **cannot** be modified:

- **Printout ID**
Internal unique identifier of the Printout.
- **Logical Printer**
Name and description of logical printer.

Note:

All other attributes are printer-dependent and can be modified. See Defining Special Attributes for a Physical Printer of the System Programmer’s Documentation for more information.

Deleting a Printout

 **This function deletes a queued Printout.**

- On the Printout List screen, enter DE in the two-character command line preceding the Printout you want to delete and press Enter.

If CONFIRM is set to ON, a window opens which asks you to confirm deletion by typing the name of the Printout again.

- Type the Printout name in the input field provided and press Enter.

A message confirms:

Object deleted

Displaying Printout Characteristics

▶ **This function displays Printout characteristics.**

- On the Printout List screen, enter DI in the two-character command line preceding the Printout for which you want to display information and press Enter.

The Display Printout screen appears for the Printout you selected.

In display mode, you can only view the entity parameters.

You cannot enter or modify data because all fields are protected. For field descriptions, see Field Descriptions: Printout Definition>General Attributes.

Putting a Printout in HOLD Status

This function places a Printout in HOLD to prevent printing.

Printout characteristics can be modified only when the Printout is in HOLD status.

▶ **To put a Printout in HOLD status**

- On the Printout List screen, enter HL in the two-character command line preceding the Printout you want to hold and press Enter.

The message HOLD appears after the Printout name in the Status column.

Releasing Printout from HOLD Status

▶ **This function releases a Printout from HOLD and queues the Printout for printing.**

- On the Printout List screen, enter RL in the two-character command line preceding the Printout you want to release for printing and press Enter.

The message Ready to Print appears after the Printout name in the Status column.

Listing Reports in Bundled Printout

▶ **This function lists all Reports contained in the Printout.**

- On the Printout List screen, enter RP in the two-character command line preceding the Printout for which you want to list Reports and press Enter.

A window opens with a list of the Reports contained in the bundled Printout.

Resuming a Failed Printout

Print tasks and batch jobs periodically record the number of lines printed so far. If a printout fails, it can be restarted from the last recorded printed line number.

 **To resume a failed printout**

- On the Printout List screen, enter RE in the two-character command line preceding the printout you wish to resume and press Enter.