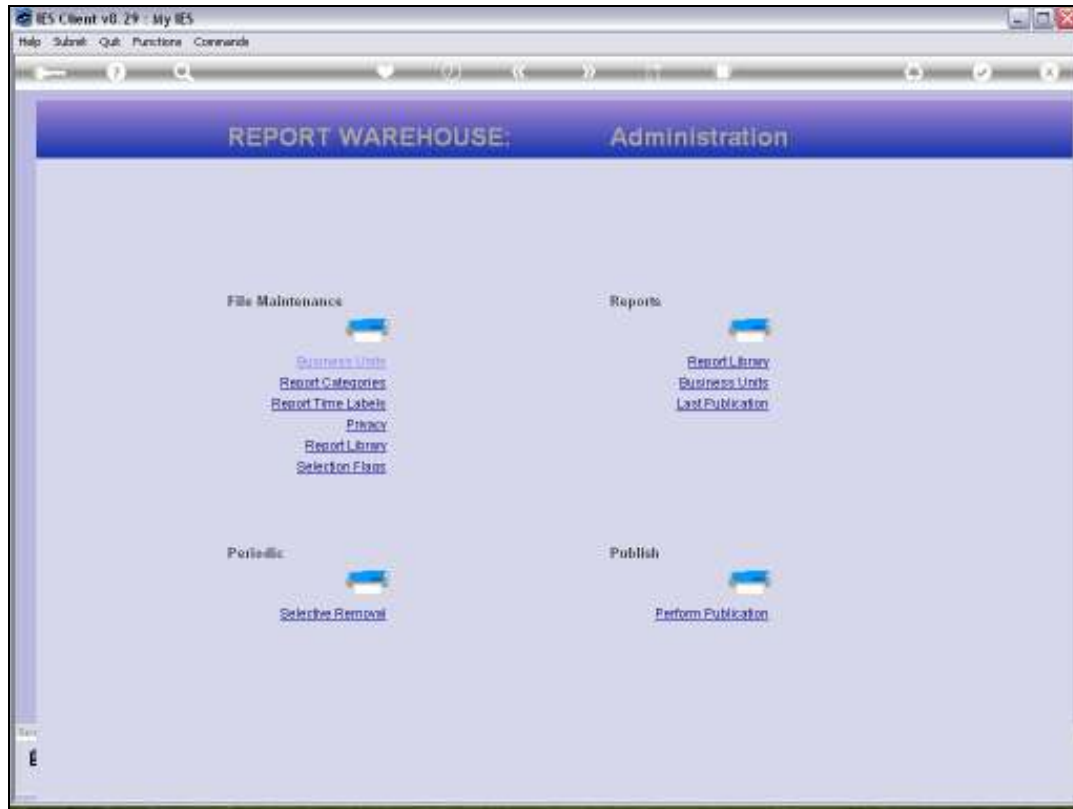


## Slide 1

Slide notes: Management of the Report Warehouse includes a number of functions, among which we have an option to maintain the Report Library.



## Slide 2

Slide notes: The Report Library has the list of Reports that are available for automatic publication during a so-called Publication Run.

The screenshot shows a web browser window titled "RES Client v0.29 : My RES". The browser's address bar and navigation buttons are visible. The main content area displays a form titled "Rep Whse: Auto Rep Library".

The form includes the following fields and sections:

- Library Key:** A text input field with a placeholder "[any unique key]".
- Type:** A dropdown menu currently showing "11 Document Writer".
- Selection Flag:** A text input field.
- Notes:** A blue text block stating: "Note: It is NOT a requirement for these Reports to registered as processes in the Process Library."
- Report Key:** A text input field.
- Description:** A text input field.
- Department:** A text input field with a blue note: "Dept field here is only relevant for DecWriter Reports."
- Publication Detail:** A section containing four text input fields:
  - Previous Edition
  - Customer Link
  - Category
  - Report Name

A blue "Save" button is located at the bottom right of the form area.

### Slide 3

Slide notes: In other words, when we perform bulk publication, then the selection of Reports to perform and automatically publish, will be selected from this list.

The screenshot shows a web browser window titled "RES Client v0.29 - My RES". The browser's address bar and navigation buttons are visible. The main content area displays a form titled "Rep Whse: Auto Rep Library". The form includes the following fields and elements:

- Library Key:** A text input field with a placeholder "[any unique key]".
- Type:** A dropdown menu currently showing "11 Document Writer".
- Submit Key:** A text input field.
- Note:** A blue text note stating "Note: It is NOT a requirement for these Reports to registered as processes in the Process Library."
- Report Key:** A text input field.
- Description:** A text input field.
- Department:** A text input field with a blue note: "Dept field here is only relevant for DecWriter Reports."
- Publication Detail:** A section containing four text input fields labeled "Previous Edition", "Customer Link", "Category", and "Report Name".
- Save:** A blue button located at the bottom right of the form.

#### Slide 4

Slide notes: We can use our own design for the Keys to these Report Library entries, and a numbering system of 3 or more digits is a good call.



Slide 5  
Slide notes:



## Slide 6

Slide notes: The Types of Reports that we may perform are listed here. The Report will have been designed with the Report Writer that we choose now.

The screenshot shows a web browser window titled "RES Client v0.29 : My RES". The browser's address bar is empty, and the page title is "Rep Whse: Auto Rep Library". The page content includes a form with the following fields and sections:

- Library Key:** A text input field containing "101" and a link "[any unique key]" to its right.
- Type:** A dropdown menu with "11 Document Writer" selected.
- Selected Flag:** An empty text input field.
- Note:** A blue text note stating: "Note: It is NOT a requirement for these Reports to registered as processes in the Process Library."
- Report Key:** An empty text input field.
- Description:** An empty text input field.
- Department:** A text input field containing "11" and a blue text note: "Dept field here is only relevant for DecWriter Reports."
- Publication Detail:** A section with four empty text input fields labeled: "Previous Edition", "Customer Use", "Category", and "Report Name".
- Buttons:** A blue "Save" button is located at the bottom right of the form area.

## Slide 7

Slide notes: So in this example, we choose a Document Writer Report, and of course the Report model must already exist before we can include it here.



Slide 8  
Slide notes:





Slide 9  
Slide notes:



Slide 10

Slide notes: Next, we choose the Selection Flag. The Selection Flag is used to select the Reports in a certain Selection Group when we perform bulk Publication.



Slide 11

Slide notes:

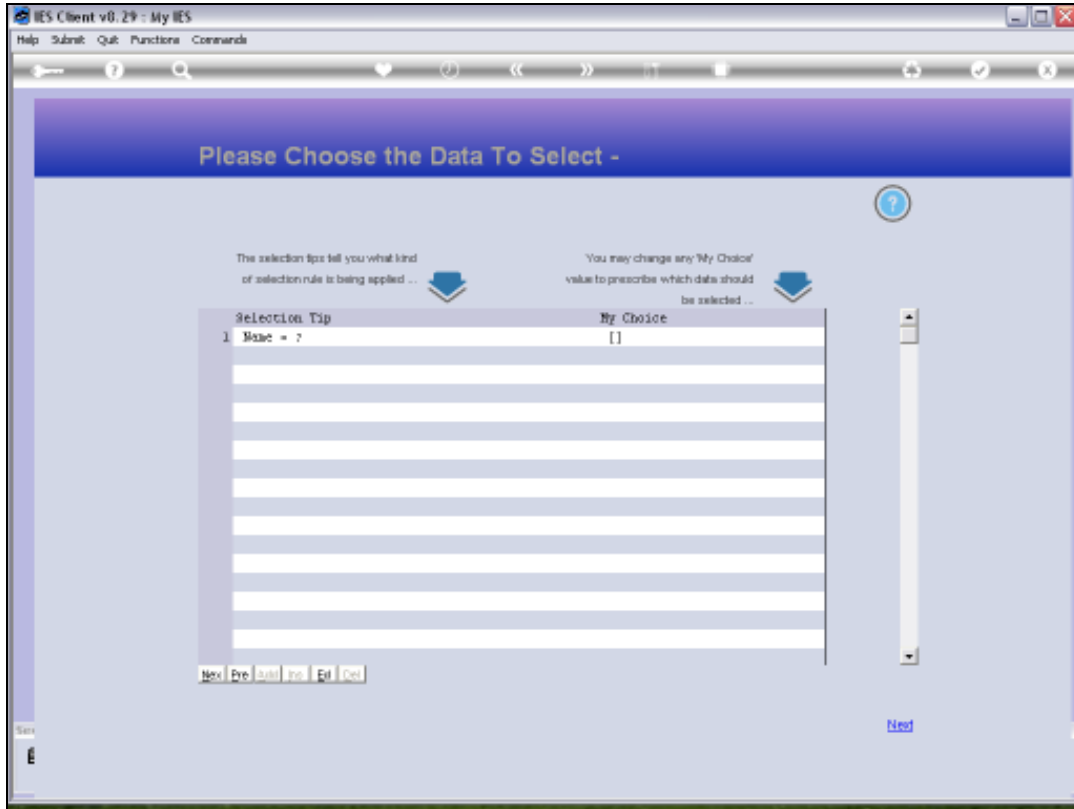
The screenshot shows a web browser window titled "RES Client v0.29 : My RES". The browser's address bar is empty, and the page title is "Rep Whse: Auto Rep Library". The page content includes a search form with the following fields and values:

- Library Key: 101 [any unique key]
- Type: 11 Document Writer
- Subst Key: 001 Monthend
- Report Key: [empty]
- Department: Dept Bold here is only relevant for DecWriter Reports. 11
- Publication Detail: [empty]

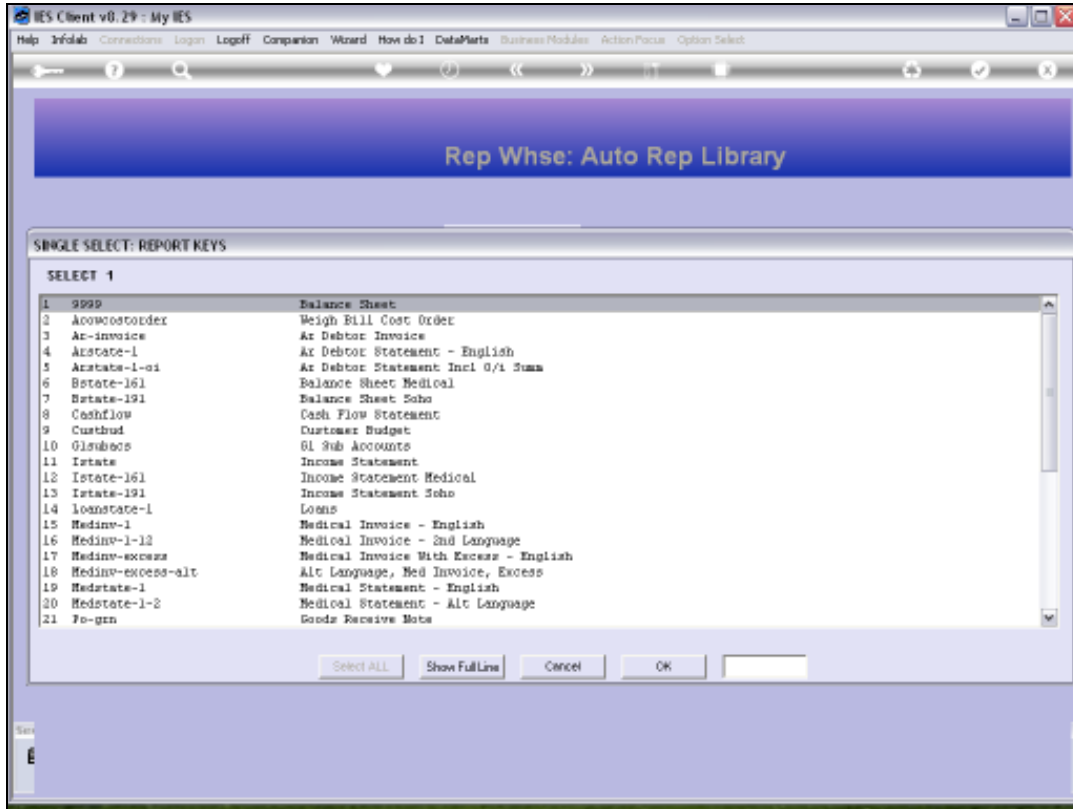
Below the form, there is a "Go" button. The browser's status bar shows "RES" and a small icon.

## Slide 12

Slide notes: The Report Key is the Key in the master register of the kind of Report Writer that we have already selected. Therefore, if we use the lookup now, then the system will lookup from the register indicated by our choice of TYPE, which in this case is Document Writer.

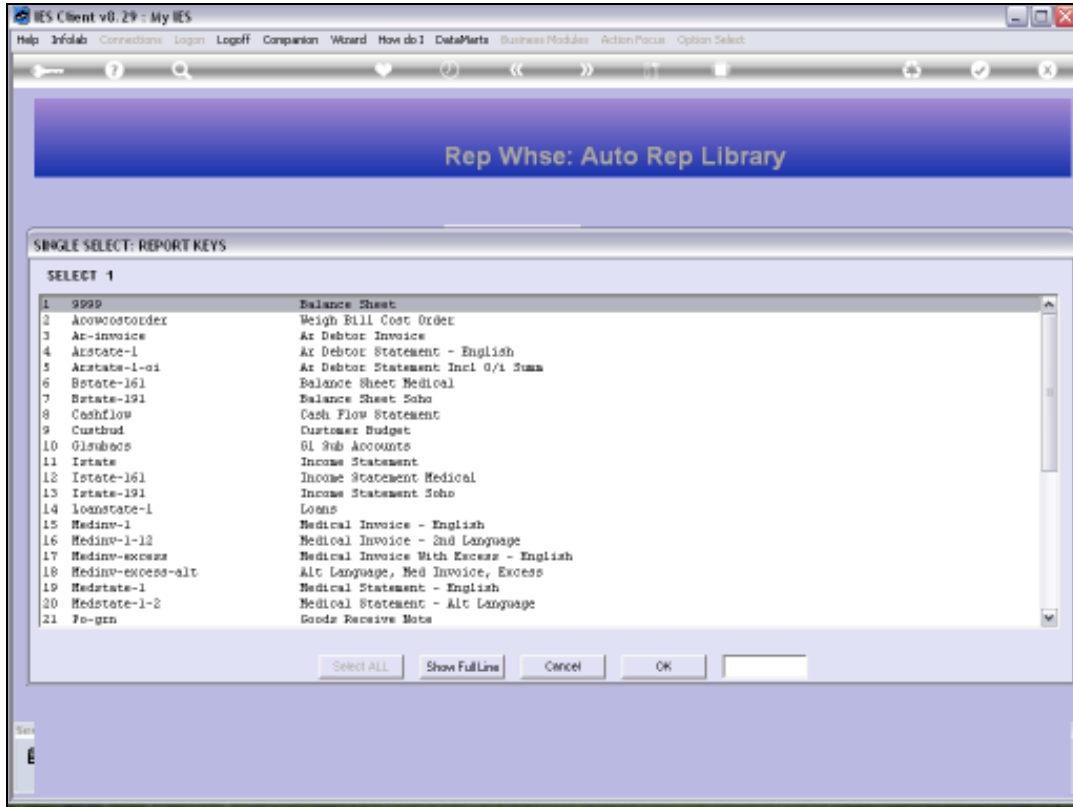


Slide 13  
Slide notes:



Slide 14

Slide notes: We want this Balance Sheet Report for inclusion in the Warehouse Report Library.



Slide 15

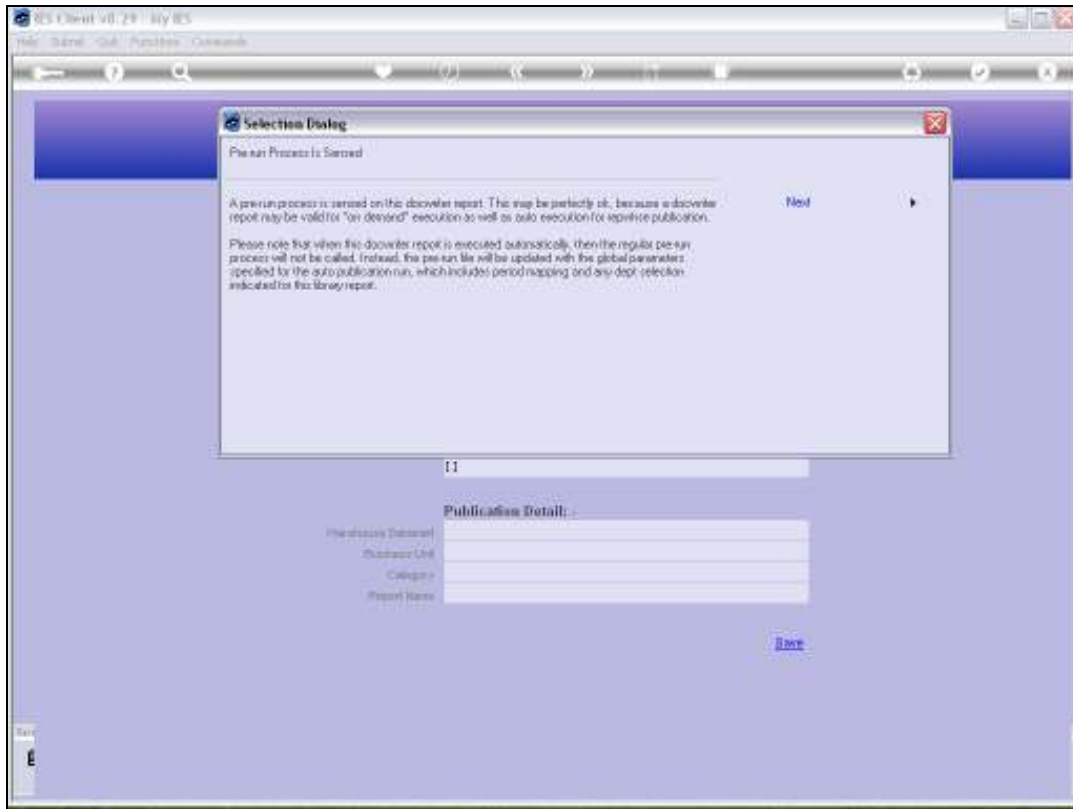
Slide notes:



Slide 16

Slide notes:





## Slide 17

Slide notes: This warning will come up as a reminder when we include a Report that is dependent on a pre-run process. It will remind us that at Publication Runtime, any pre-run processes are automatically populated with the basic pre-run choices selected for the entire Publication Run. The implication is that the pre-run process for the Report should be compatible with this situation.

RES Client v0.29 : My RES  
Help Submit Quit Functions Commands

### Rep Whse: Auto Rep Library

Library Key: IDL [any unique key]

Type: Document Writer

Solution Key: ODL Monthend

Note: It is NOT a requirement for these Reports to be registered as processes in the Process Library.

Report Key: 9999

Description: Balance Sheet

Department: Dept field here is only relevant for DecWriter Reports. 01

Publication Detail:

Warehouse Database: \_\_\_\_\_

Database Link: \_\_\_\_\_

Category: \_\_\_\_\_

Report Name: \_\_\_\_\_

[Save](#)

#### Slide 18

Slide notes: Next, we select where the report will be published, because publication can potentially be done to a different Datamart than the execution Datamart.



Slide 19  
Slide notes:



Slide 20  
Slide notes:



Slide 21  
Slide notes:



Slide 22

Slide notes: Within the Warehouse, a Report is also published to a selected Business Unit.

The screenshot shows a web browser window titled "RES Client v0.29 : My RES". The browser's address bar and navigation buttons are visible. The main content area displays a form titled "Rep Whse: Auto Rep Library". The form contains several input fields and a dropdown menu:

- Library Key:** A text input field containing "DDL" with a "(any unique key)" tooltip.
- Type:** A dropdown menu currently showing "DL Document Writer".
- Subst Key:** A text input field containing "DDL Monthend".
- Report Key:** A text input field containing "9999".
- Description:** A text input field containing "Balance Sheet".
- Department:** A text input field containing "DL". A note above the field states: "Dept field here is only relevant for DecWriter Reports".
- Publication Detail:** A section with several fields:
  - Warehouse Database:** A text input field containing "Gannay Hoopes Inc".
  - Database Link:** A text input field containing "DDL".
  - Category:** An empty text input field.
  - Report Name:** An empty text input field.

At the bottom right of the form, there is a blue "Save" button.

Slide 23

Slide notes: Categories will come up for selection once they exist, and a new category can be created on the fly by typing it here.

The screenshot shows a web browser window titled "RES Client v0.29 : My RES". The browser address bar is empty. The page content is titled "Rep Whse: Auto Rep Library" in a blue header. Below the header, there is a form with the following fields and values:

- Library Key: 101 [any unassigned]
- Type: [1] Document Writer
- Subtype Key: 001 Monthend
- Report Key: 9999
- Description: Balance Sheet
- Department: Dept Bold here is only relevant for DecWriter Reports. [1]
- Publication Detail:
  - Warehouse Database: Gateway Hoops Inc
  - Database Link: 001 Corporate HQ
  - Category: Financial Statements
  - Report Name: [ ]

At the bottom right of the form, there is a blue "Save" button. The browser's status bar at the bottom left shows "RES" and "E".

Slide 24

Slide notes: Finally, any Report in this library needs a Name to identify it by, and this is the name that the User will see when browsing through the Report Warehouse.





Slide 25

Slide notes:

IES Client v8.29 : My IES  
Help Submit Quit Functions Commands

### Rep Whse: Auto Rep Library

Library Key:  [New/Save](#)

Type:

Selection Flag:

Note: It is NOT a requirement for these Reports to be registered as processes in the Process Library.

Report Key:

Description:

Department:

Publication Detail: -

Warehouse Database:

Business Unit:

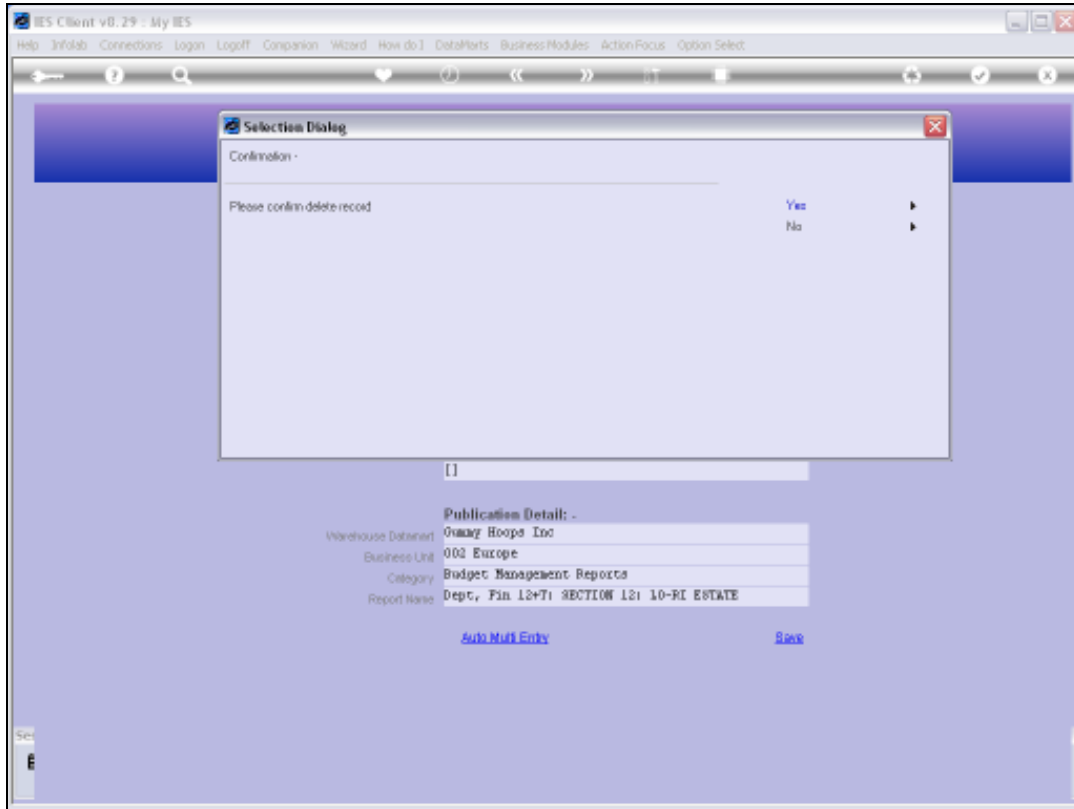
Category:

Report Name:

[Auto Multi Entry](#) [Save](#)

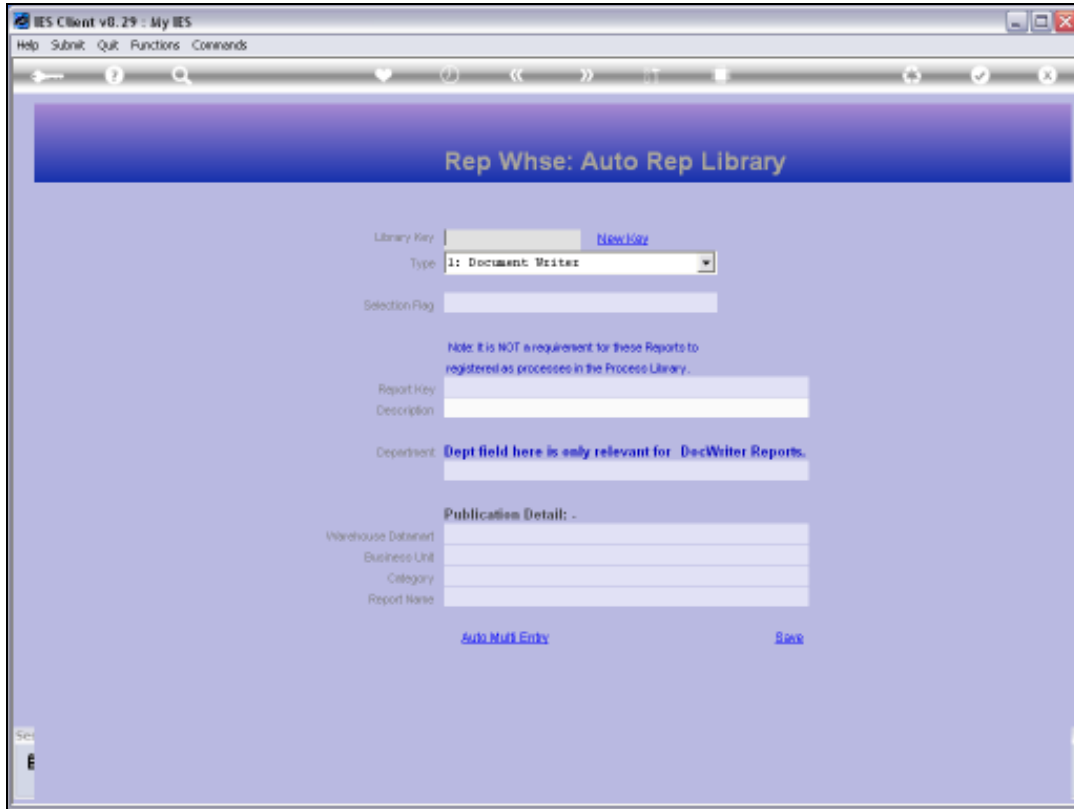
Slide 26

Slide notes: A Report Library entry can be removed with the standard DELETE function.



Slide 27

Slide notes:



Slide 28

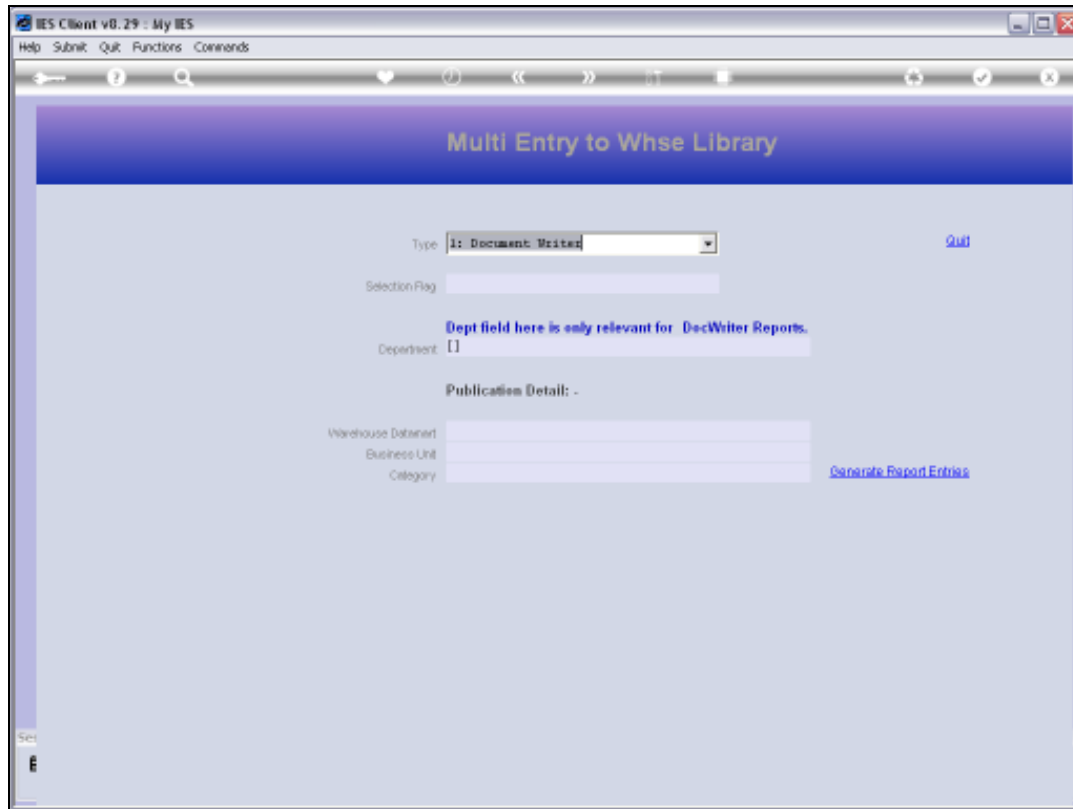
Slide notes:

The screenshot shows a web browser window titled 'IES Client v8.29 : My IES'. The browser's address bar is empty, and the page title is 'Rep Whse: Auto Rep Library'. The page content includes a form with the following fields and elements:

- Library Key:** A text input field with a 'New/Save' link to its right.
- Type:** A dropdown menu currently showing '1: Document Writer'.
- Selection Flag:** A text input field.
- Note:** A blue text note stating: 'Note: It is NOT a requirement for these Reports to registered as processes in the Process Library.'
- Report Key:** A text input field.
- Description:** A text input field.
- Department:** A text input field with a blue text note: 'Dept field here is only relevant for DecWriter Reports.'
- Publication Detail:** A section header followed by four stacked text input fields labeled 'Warehouse Database', 'Business Unit', 'Category', and 'Report Name'.
- Buttons:** Two blue text buttons at the bottom: 'Auto Multi Entry' and 'Save'.

## Slide 29

Slide notes: Next, we want to look at an easy method to generate many entries for the Report Library, without having to do it 1 by 1. For this, we can use the 'Auto Multi Entry' function.

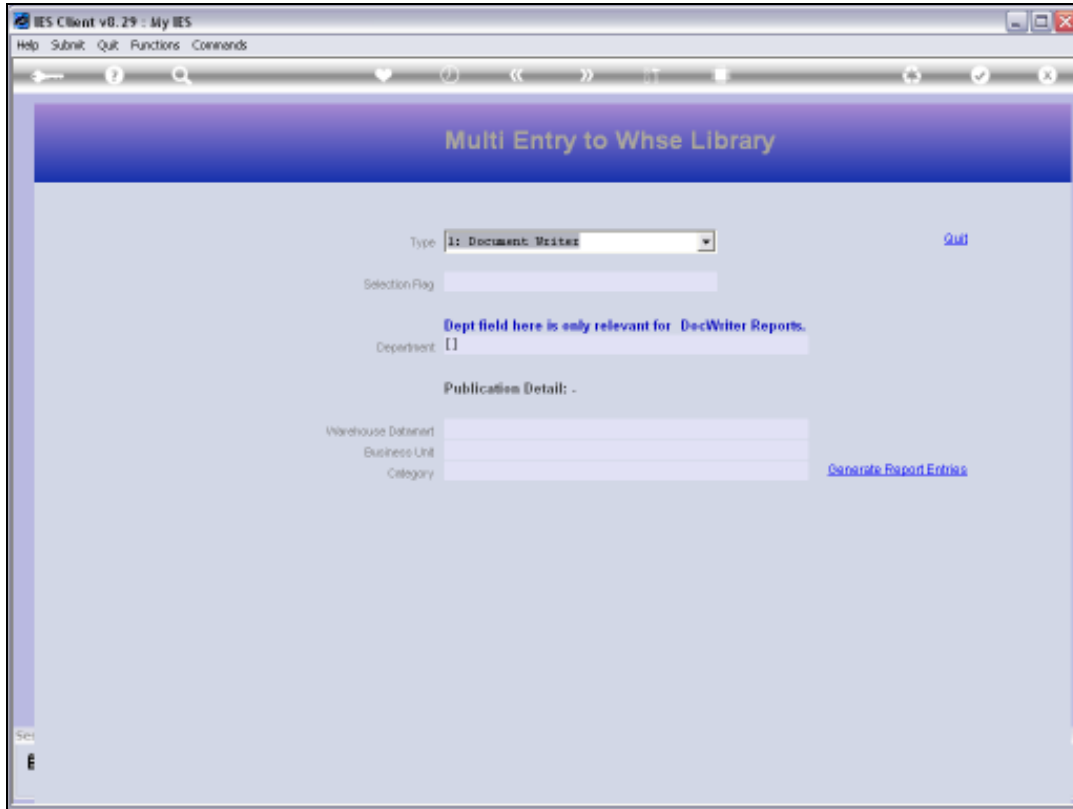


The screenshot shows a web browser window titled "IES Client v8.29 : My IES". The browser's address bar is empty, and the page title is "Multi Entry to Whse Library". The page content includes a form with the following elements:

- Type:** A dropdown menu with "1: Document Written" selected.
- Selection Flag:** A text input field.
- Dept field here is only relevant for DecWriter Reports.** A note in blue text.
- Department:** A text input field containing "1".
- Publication Detail: -** A section header.
- Warehouse Database:** A text input field.
- Business Unit:** A text input field.
- Category:** A text input field.
- Buttons:** "Quit" (top right) and "Generate Report Entries" (bottom right).

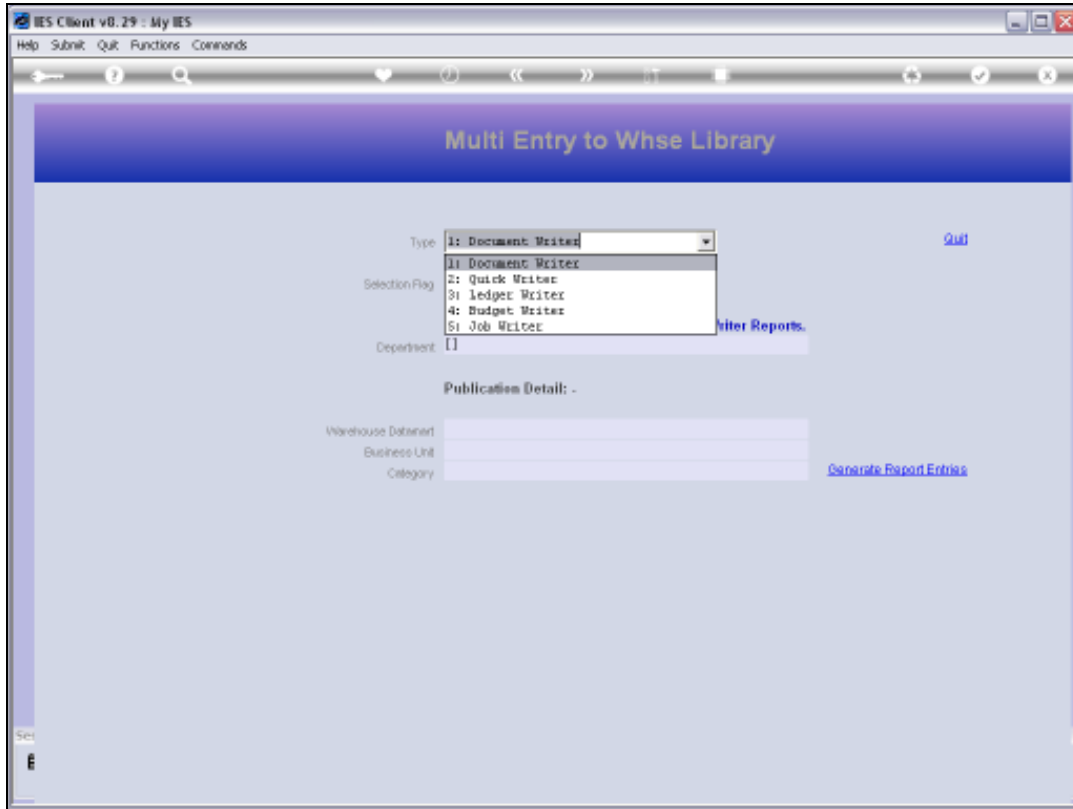
Slide 30

Slide notes: With this method we can generate many entries at once, provided they fit some common parameters.



Slide 31

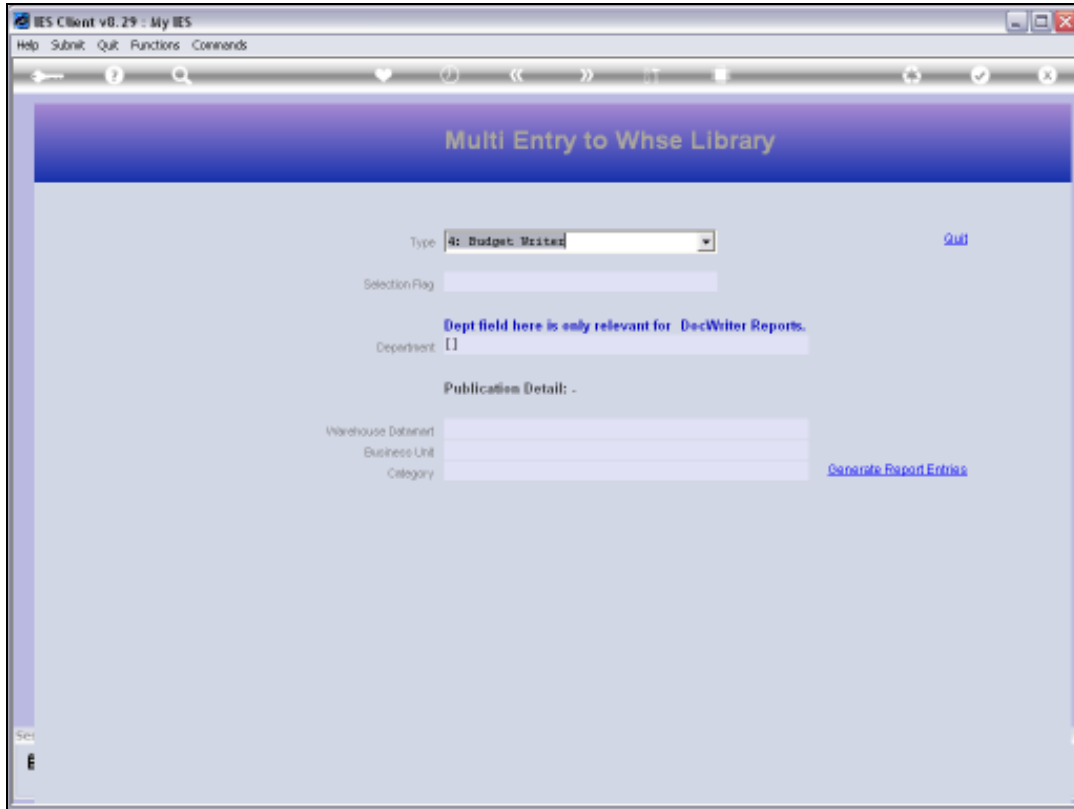
Slide notes: First, we select the Report Writer Type.



Slide 32

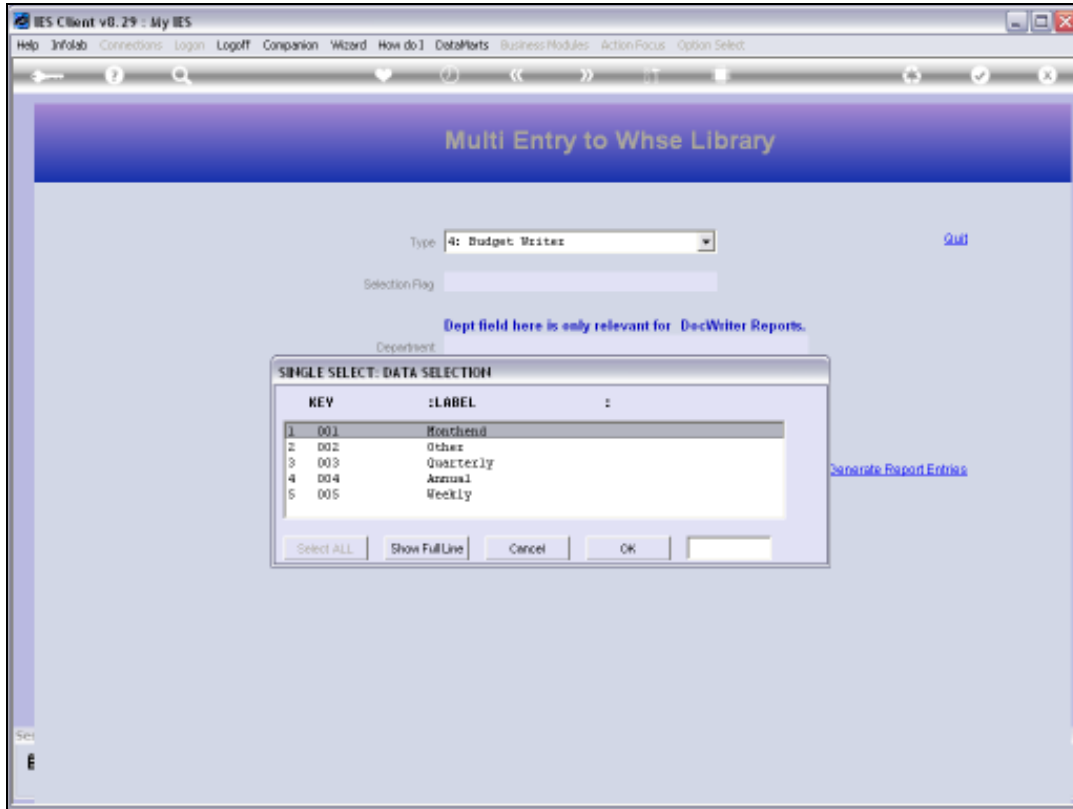
Slide notes:





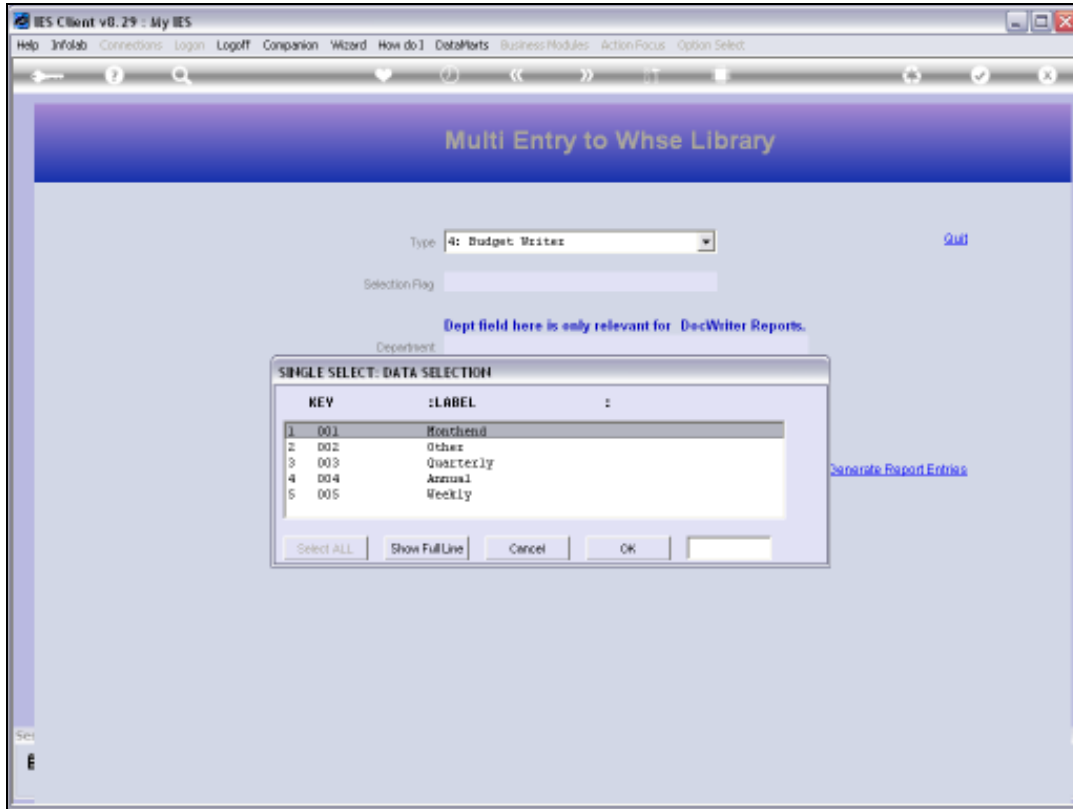
Slide 33

Slide notes:



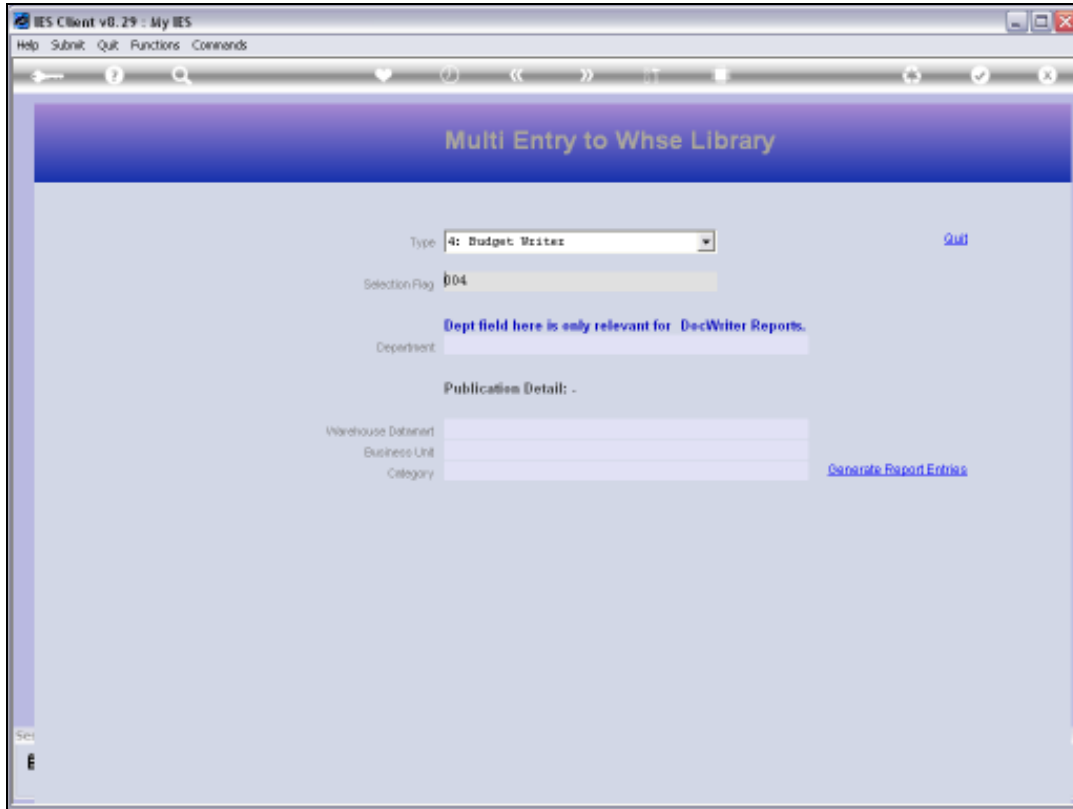
Slide 34

Slide notes: Then the Selection Flag.



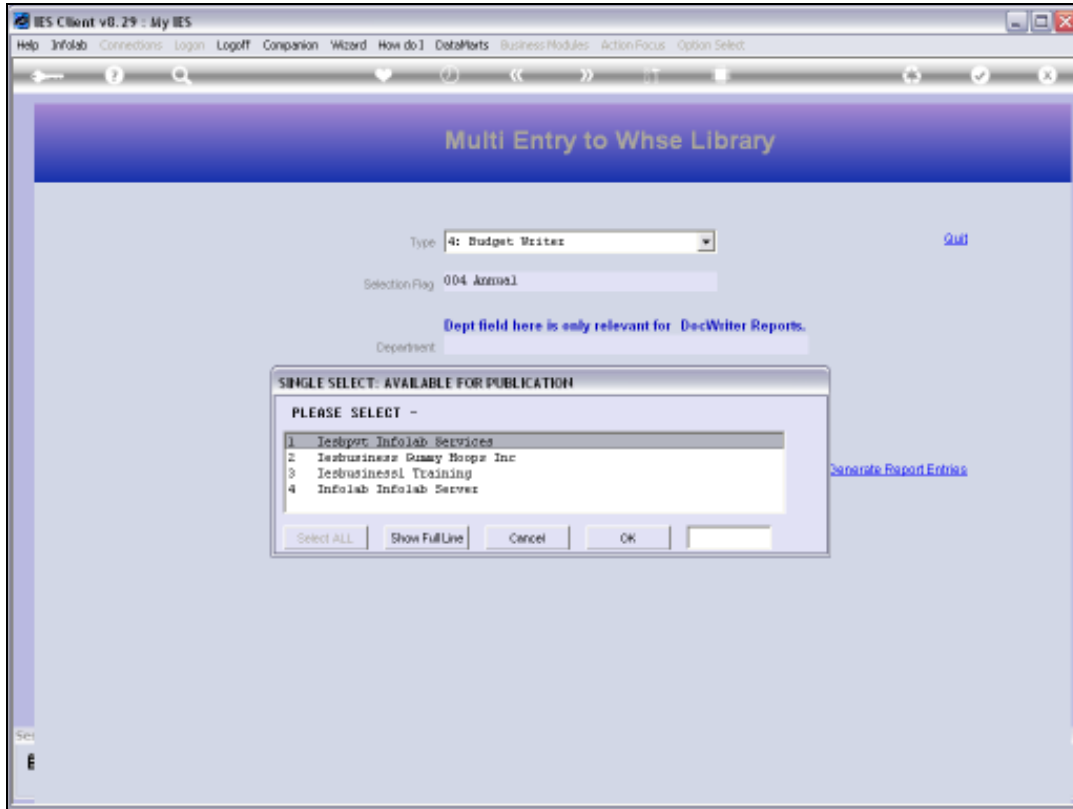
Slide 35

Slide notes:



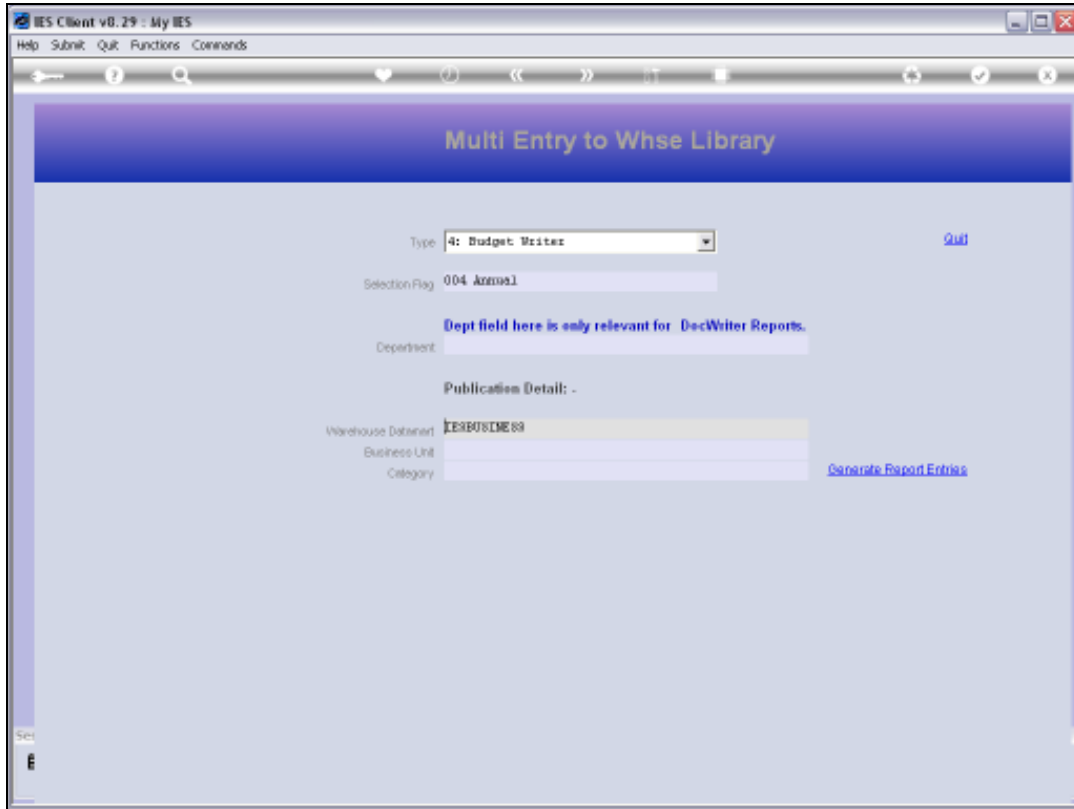
Slide 36

Slide notes: Next, we select the Datamart, Business Unit and Category.



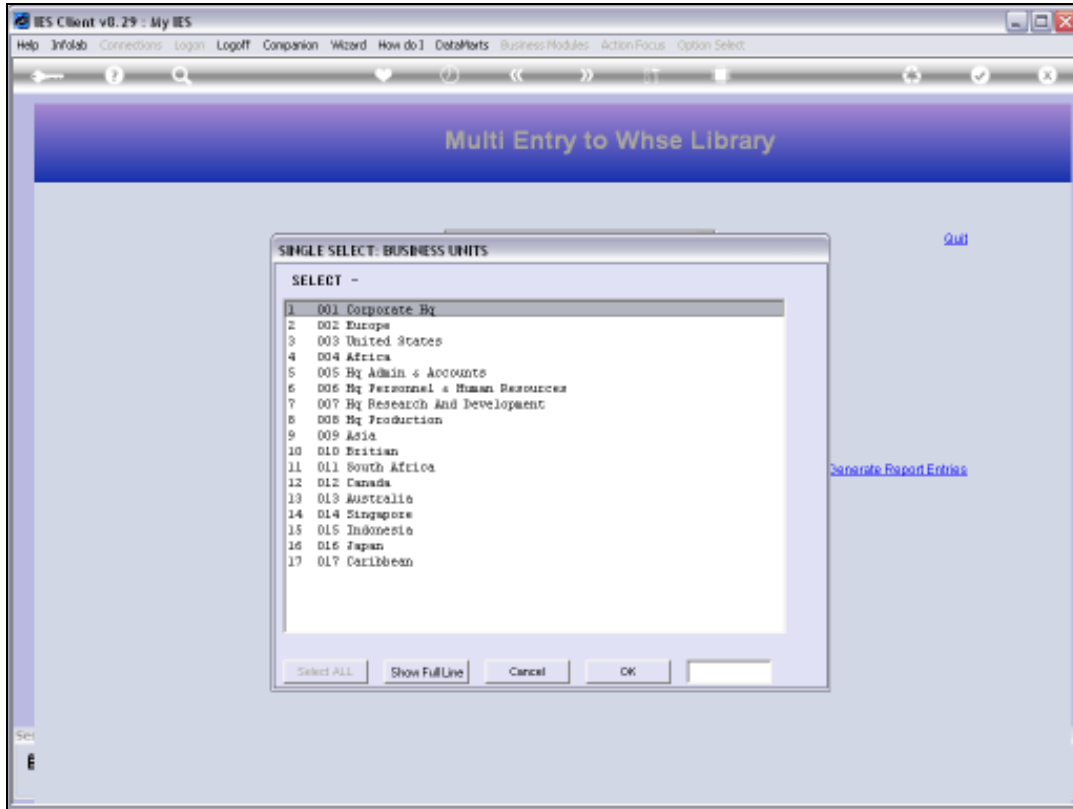
Slide 37

Slide notes:



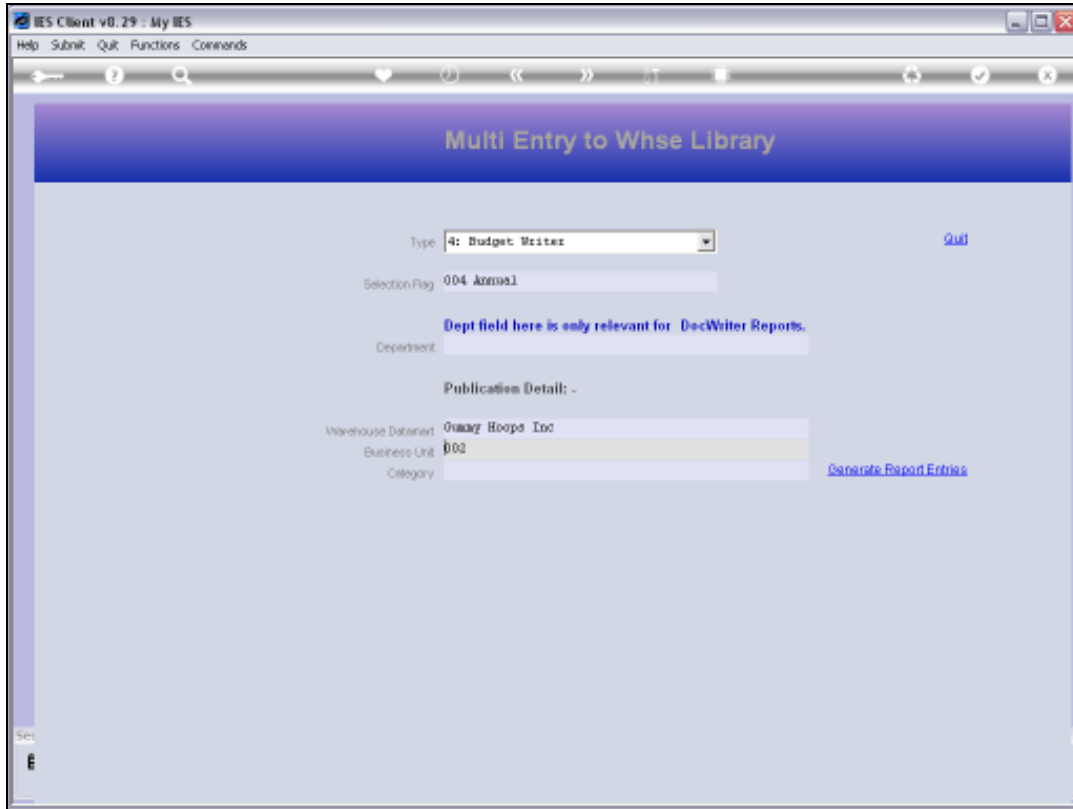
Slide 38

Slide notes:



Slide 39

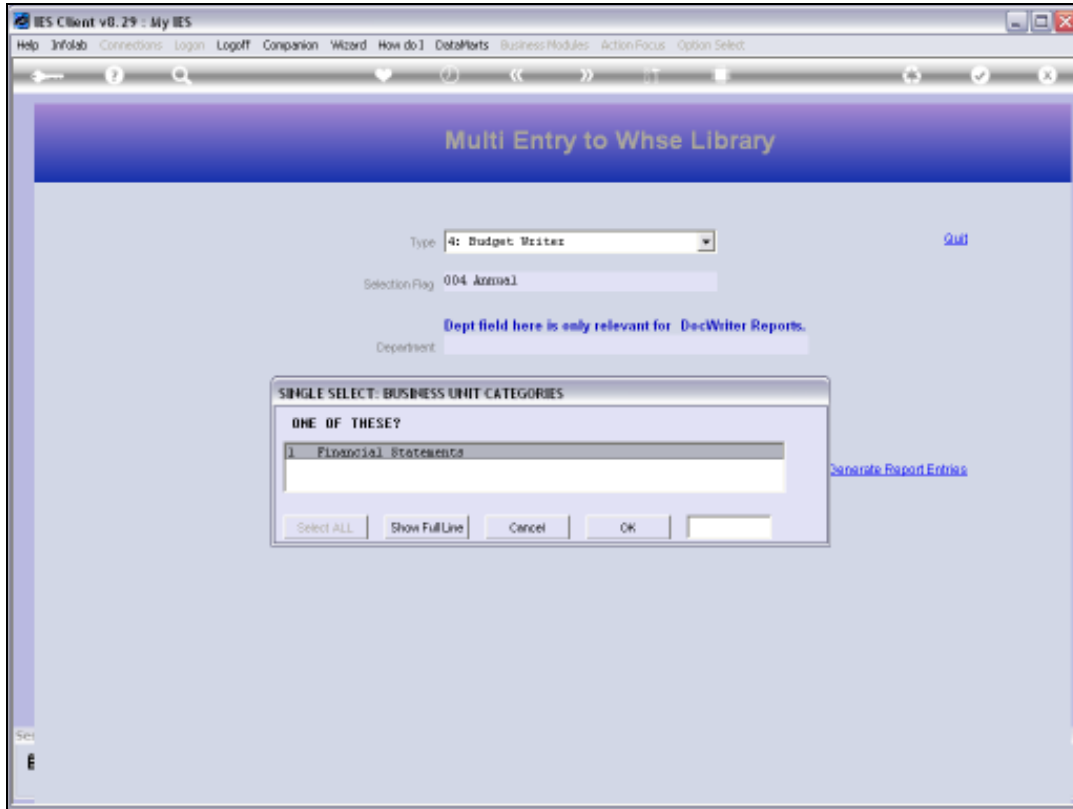
Slide notes:



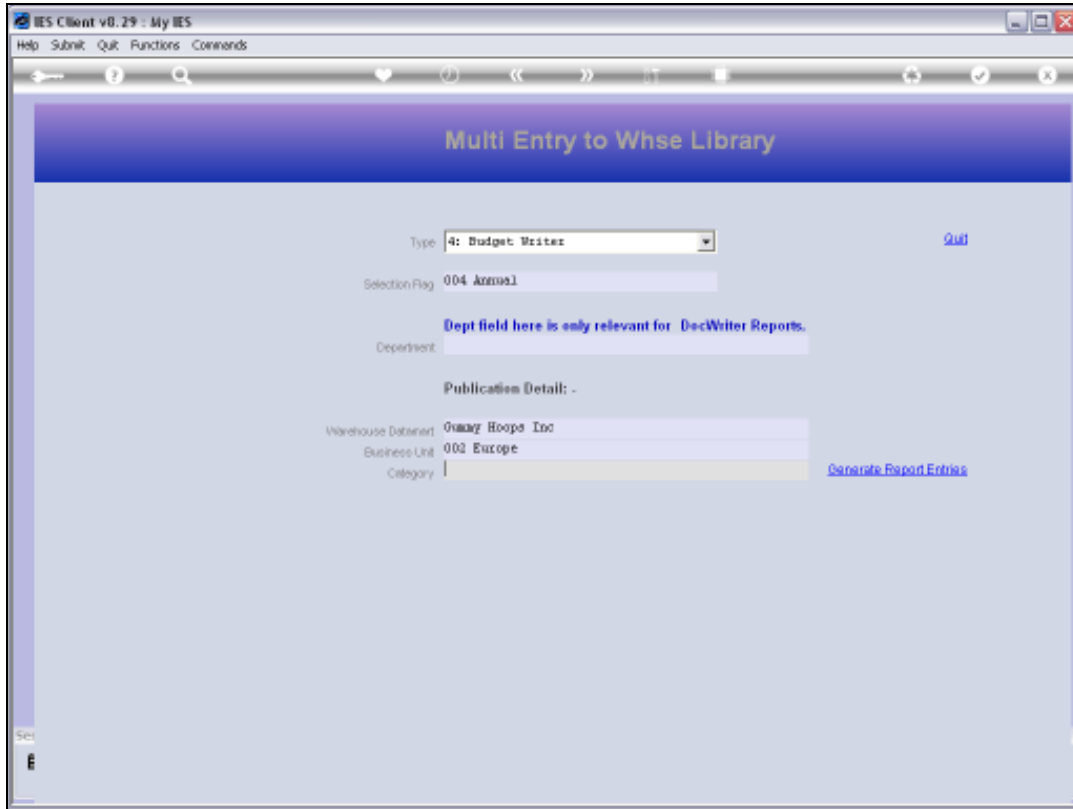
Slide 40

Slide notes:



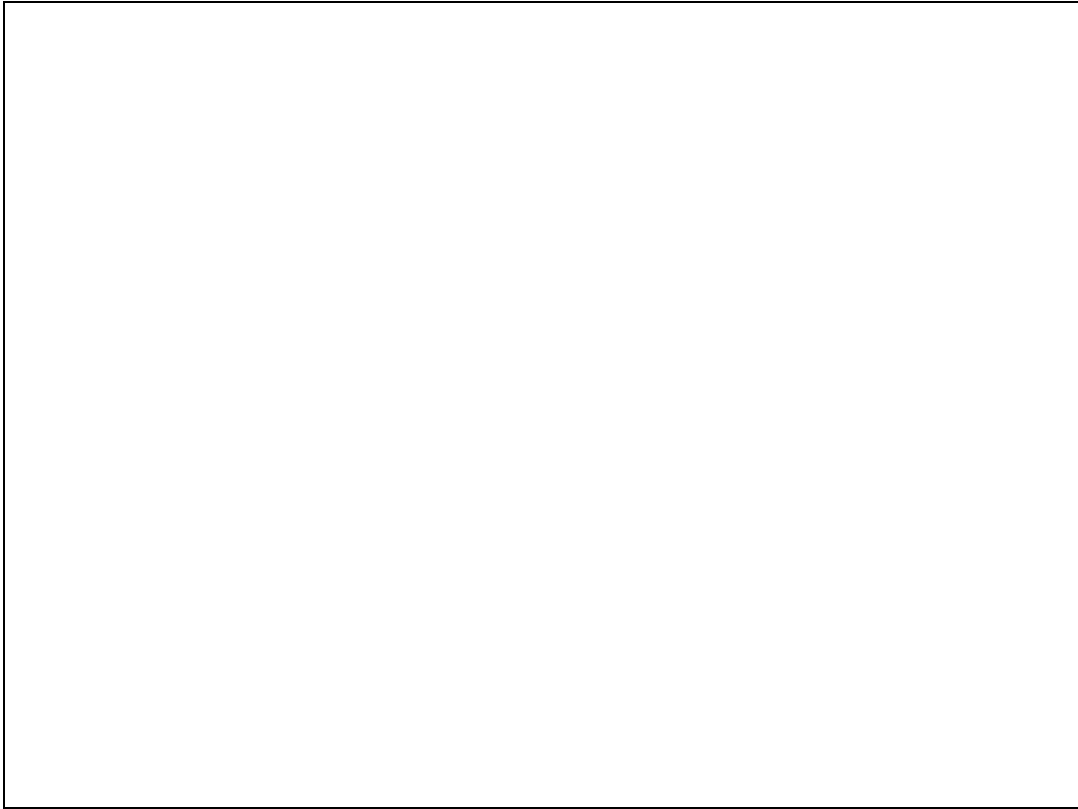


Slide 41  
Slide notes:



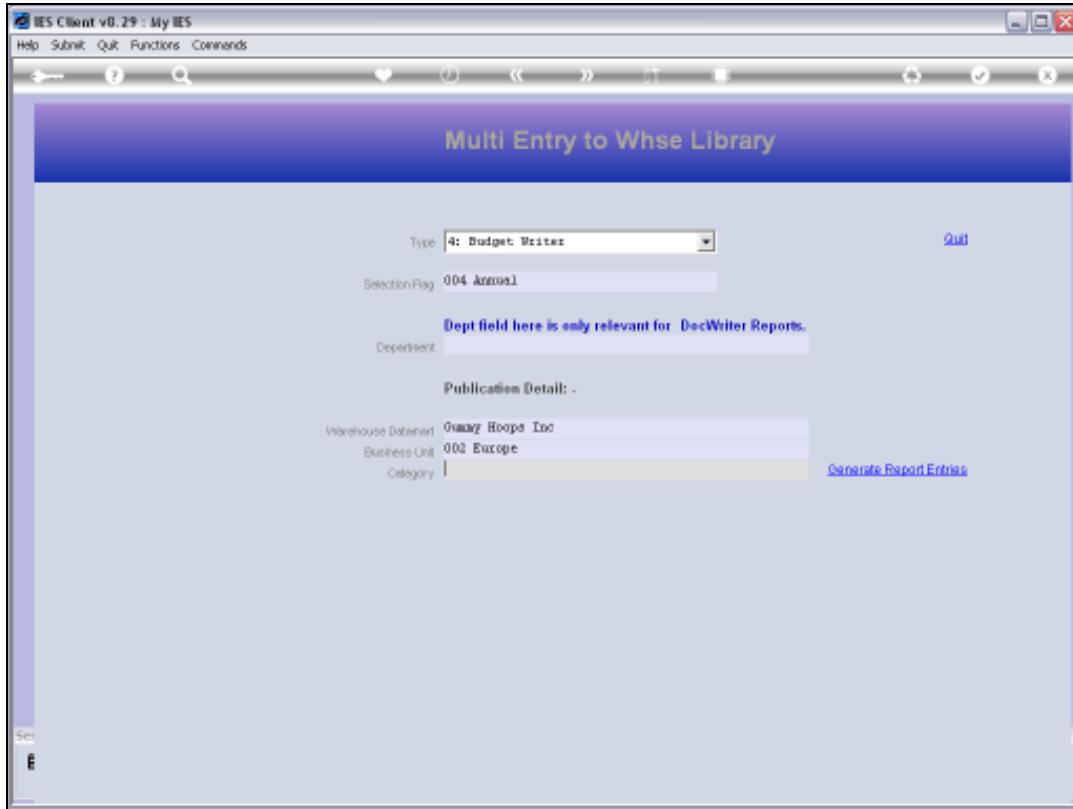
Slide 42

Slide notes:



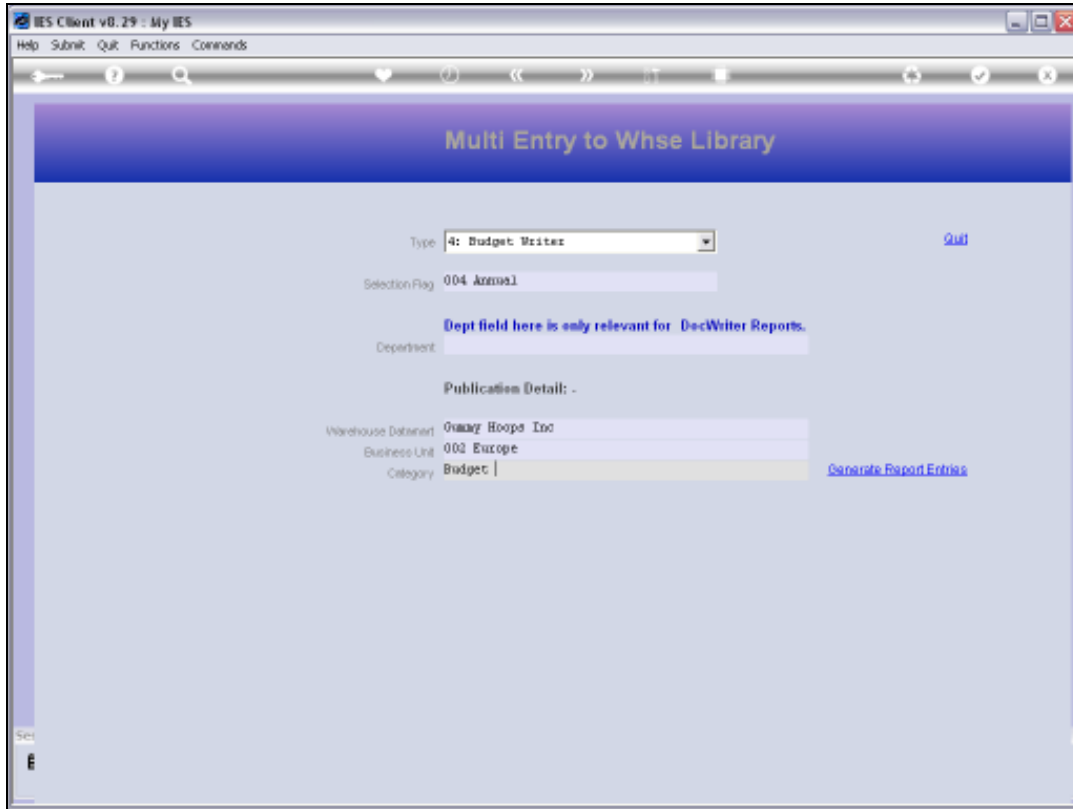
Slide 43

Slide notes:



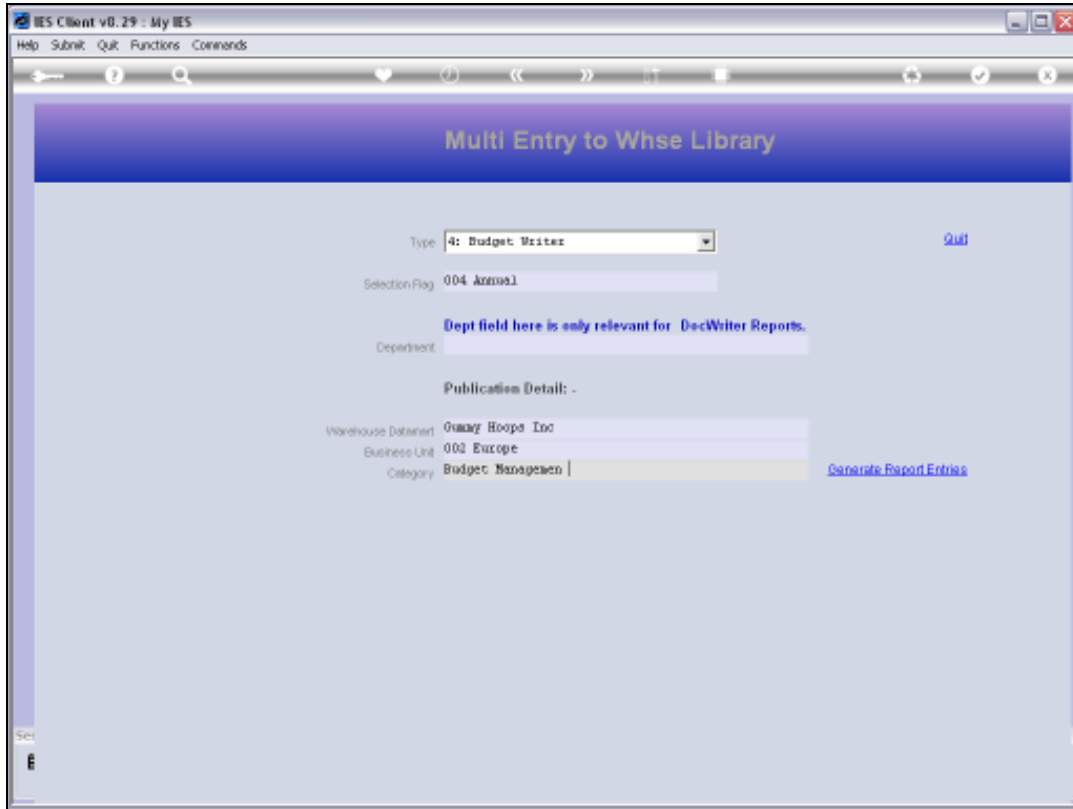
Slide 44

Slide notes:



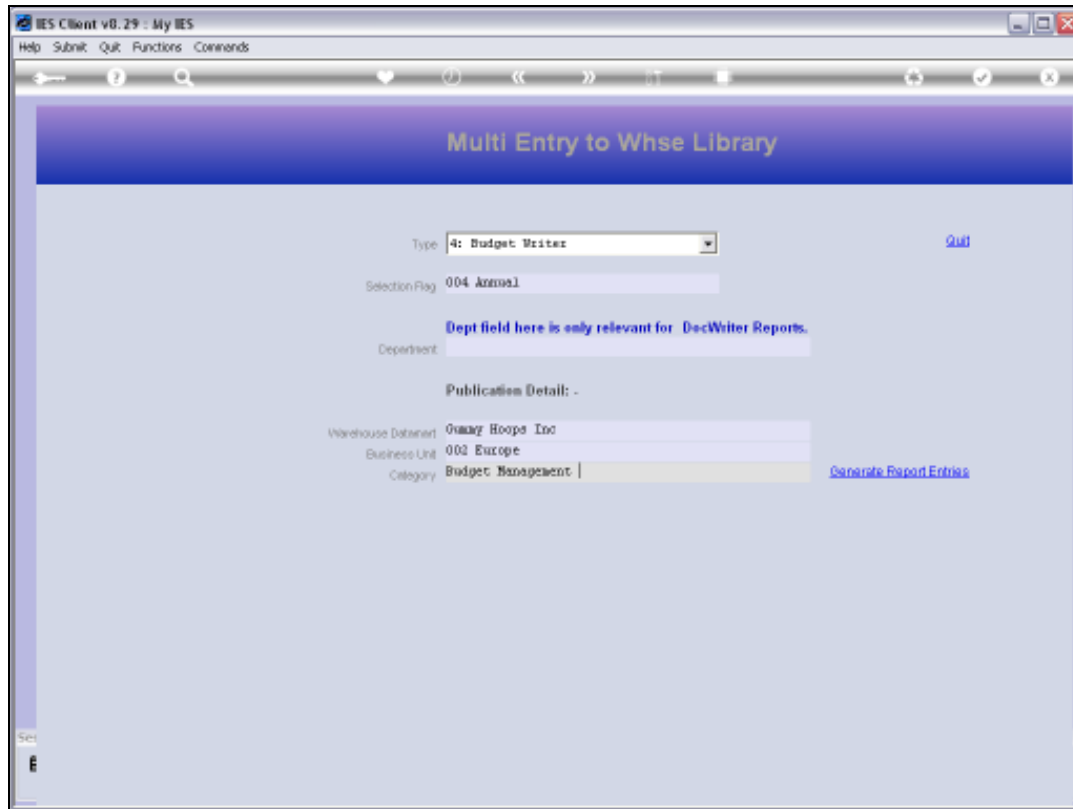
Slide 45

Slide notes:



Slide 46

Slide notes:



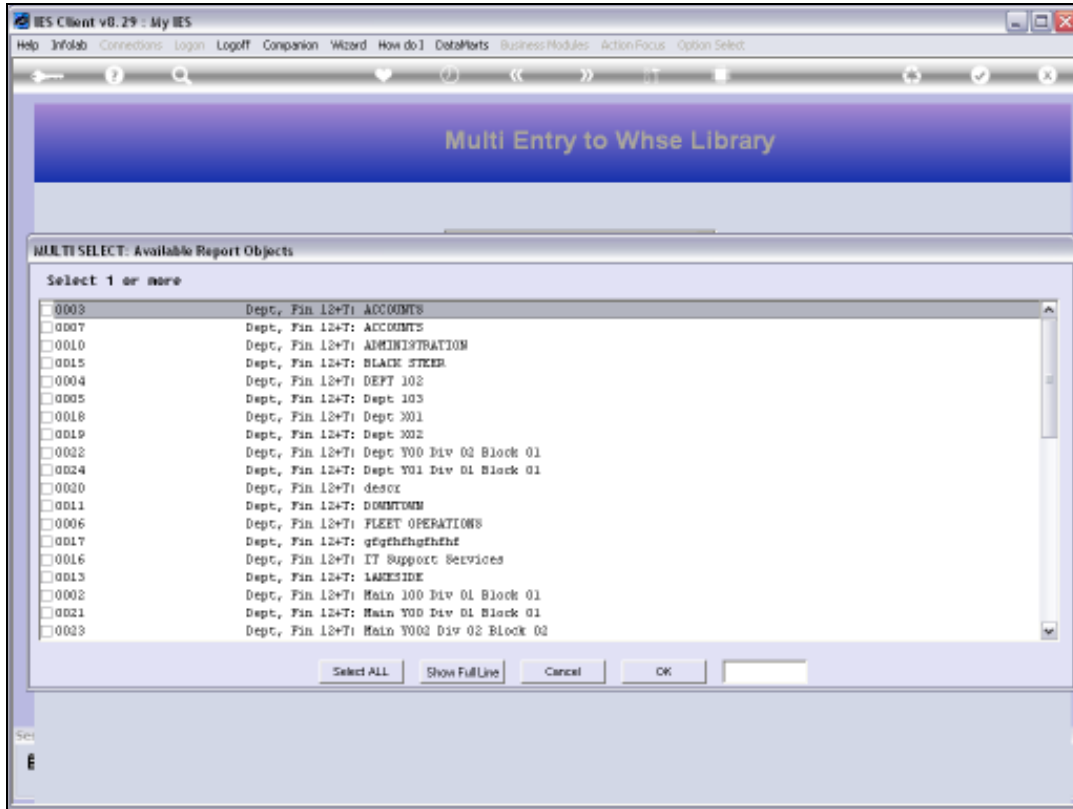
The screenshot shows a web browser window titled "IES Client v8.29 : My IES". The browser's address bar is empty, and the page title is "Multi Entry to Whse Library". The page content includes a form with the following fields and options:

- Type: 4: Budget Writer (dropdown menu)
- Selection Flag: 004 Annual
- Department: (empty text field)
- Publication Detail: -
- Warehouse Database: Galaxy Hoops Inc
- Business Unit: 002 Europe
- Category: Budget Management |

There are two blue links on the page: "Quit" located to the right of the Type dropdown, and "Generate Report Entries" located to the right of the Category field. A "Dept field here is only relevant for DecWriter Reports." message is displayed above the Department field.

#### Slide 47

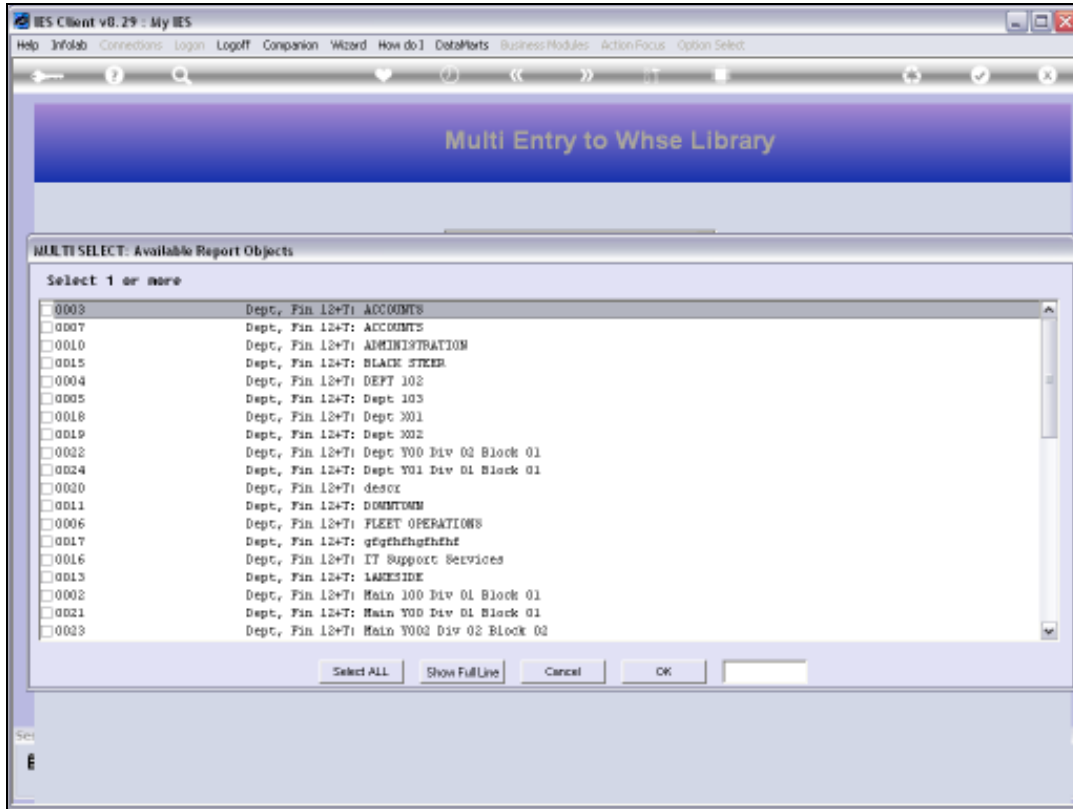
Slide notes: When we choose the 'Generate' function, then we may choose 1 or many Reports indicated by the type of Report Writer we have selected, and all selected items will then be placed in the Report Library with the parameters that we have selected here.



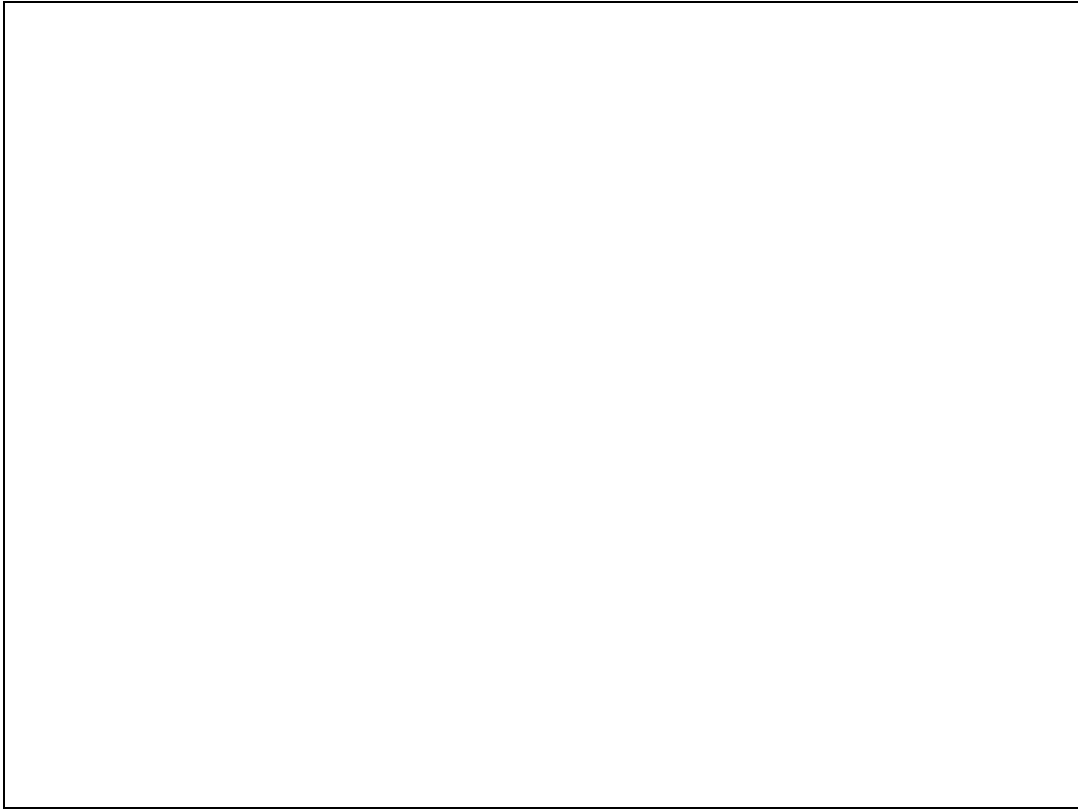
Slide 48

Slide notes:



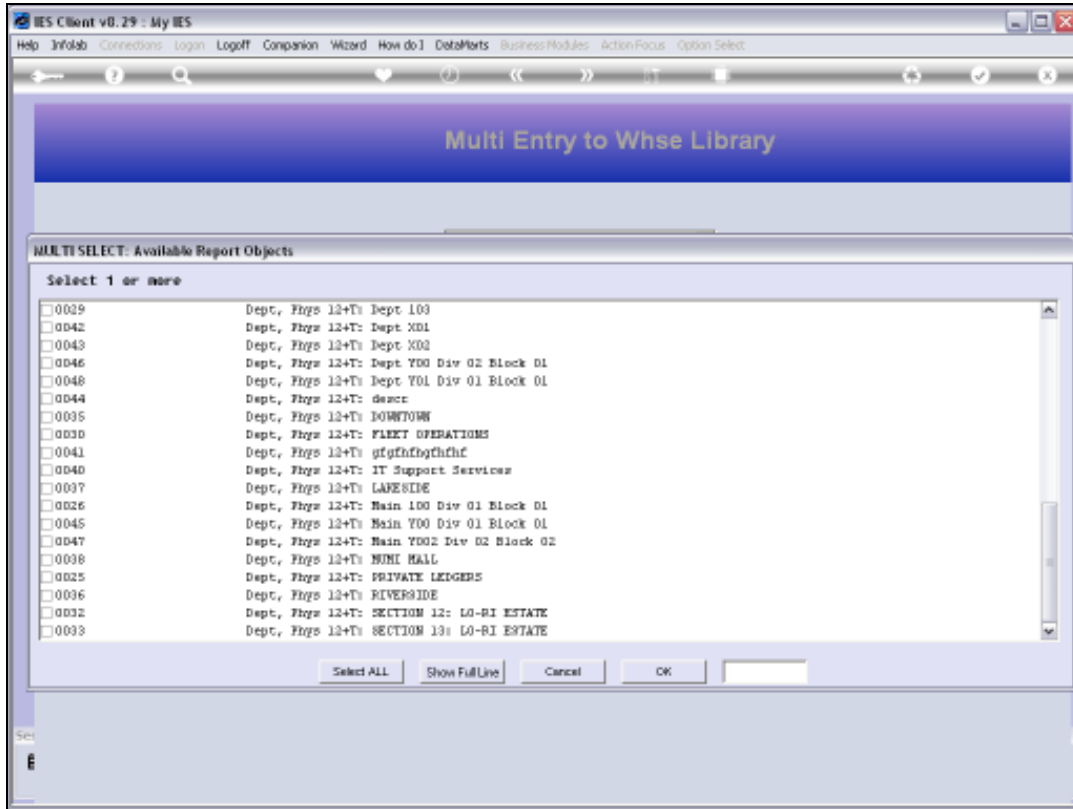


Slide 49  
Slide notes:

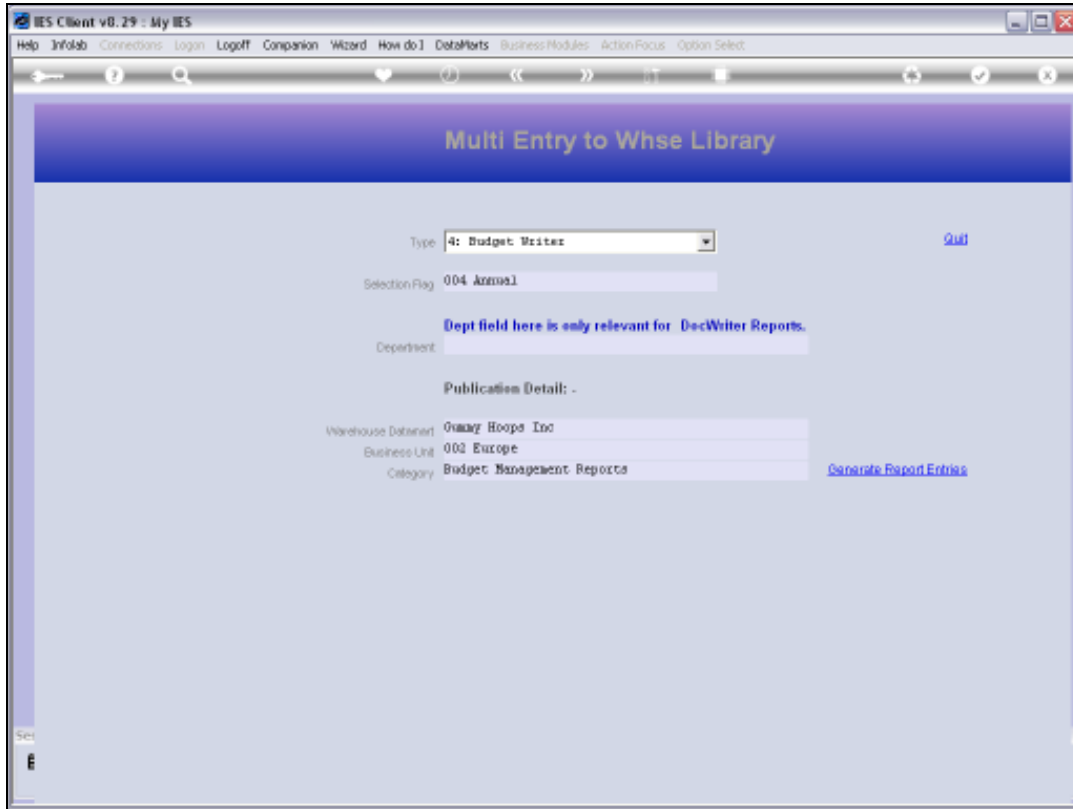


Slide 50

Slide notes:



Slide 51  
Slide notes:



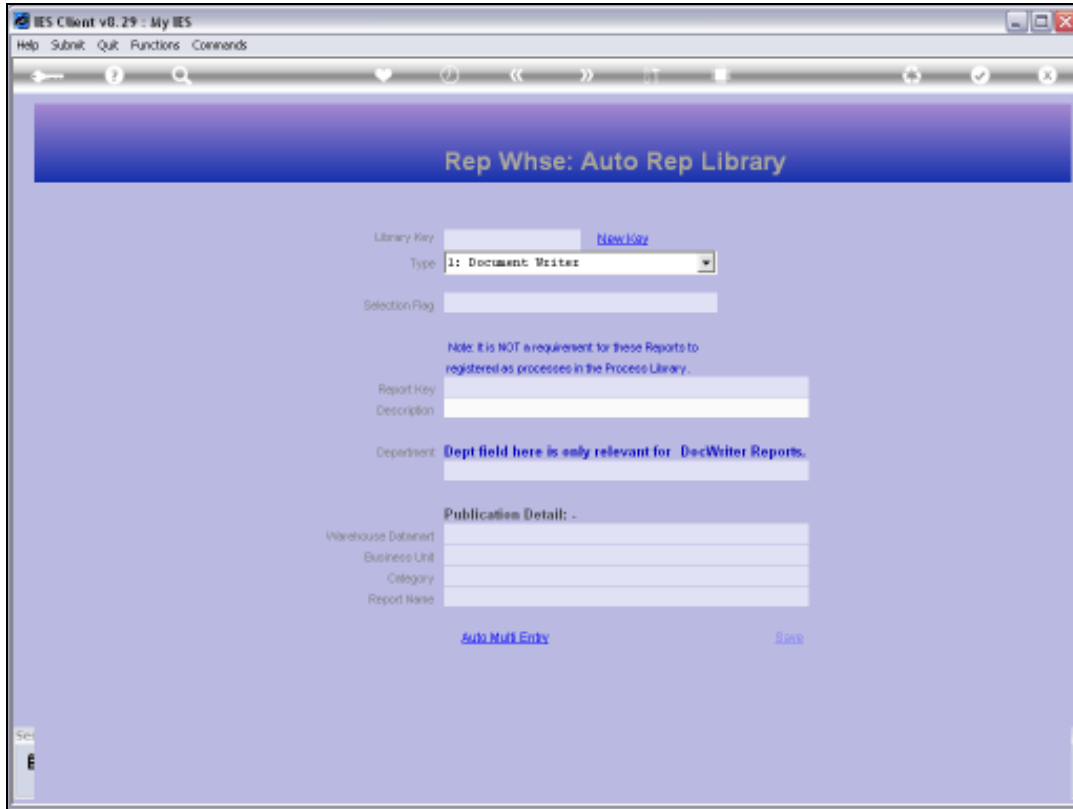
Slide 52

Slide notes:



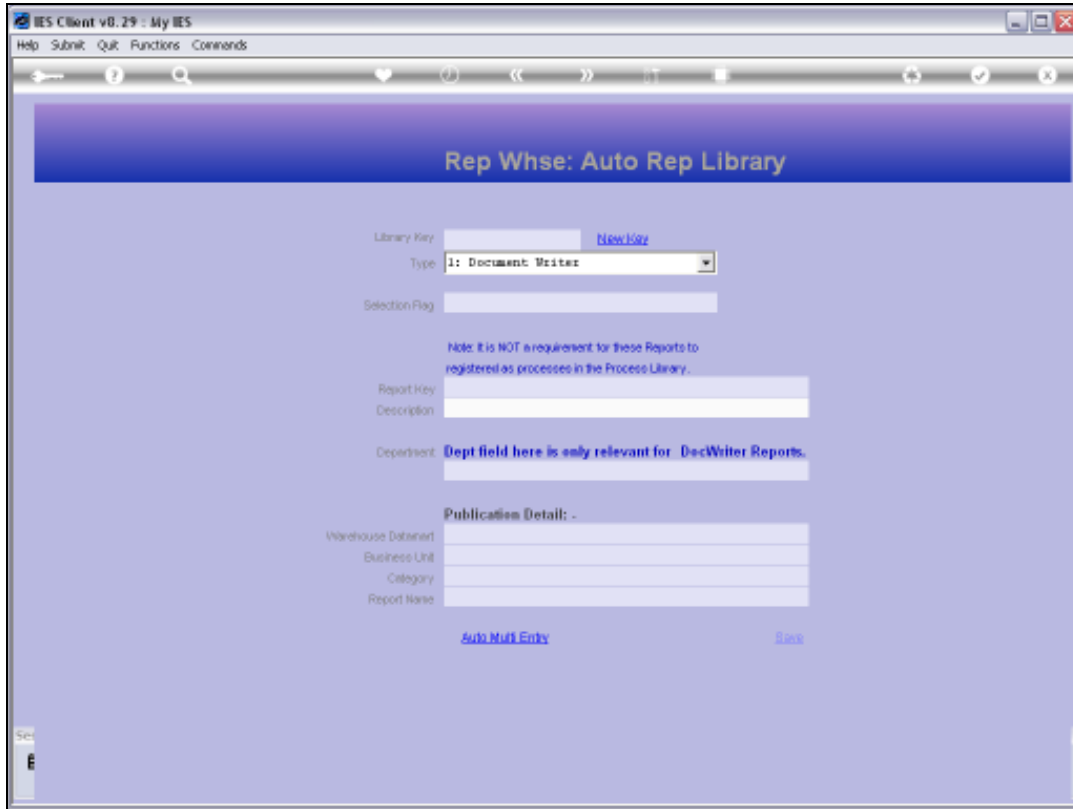
Slide 53

Slide notes: In this case, 48 entries have been placed in the Report Library. These entries can of course now be used in Publication Runs.



Slide 54

Slide notes:



Slide 55

Slide notes: