

Chapter I. Colleague Directions

- 1) Build the subroutine and computed column to use in communicating the RSGL data to the ODS.
 - a) Build the subroutine P02.S.GET.OPERS.INFO to connect the OPERS data to the RSGL data for the ODS download.

The screenshot shows the 'Datatel - production - TOOL (CF)' application window. The title bar includes 'File Edit Favorites Tools Help'. Below the title bar is a 'Quick Access' bar with a dropdown menu set to 'BPO' and a 'Go' button. The main content area is titled 'BPO-Batch Process Overview' and features a blue header with the following information:

- Process: P02.S.GET.OPERS.INFO Get OPERS Record Data
- Changed by: DATATEL
- Changed On: 10/12/06
- Last Gen Version: 4.7.1.8.4

Below the header is a table with the following columns: 'Data Element Name', 'Ref Only', and 'Global/Local'. The table contains 8 rows of data elements:

	Data Element Name	Ref Only	Global/Local
1	RECSEC.GL.ID	Yes	
2	RSGL.COMP.LIMIT.FROM	Yes	
3	RSGL.COMP.LIMIT.TO	Yes	
4	RSGL.COMPONENTS	Yes	
5	SYS.PASSWORD.EXPIRE.DATE	Yes	
6	SYS.USER.CLASSES	Yes	
7	SYS.USER.ID	Yes	
8	SYS.USER.NAME	Yes	

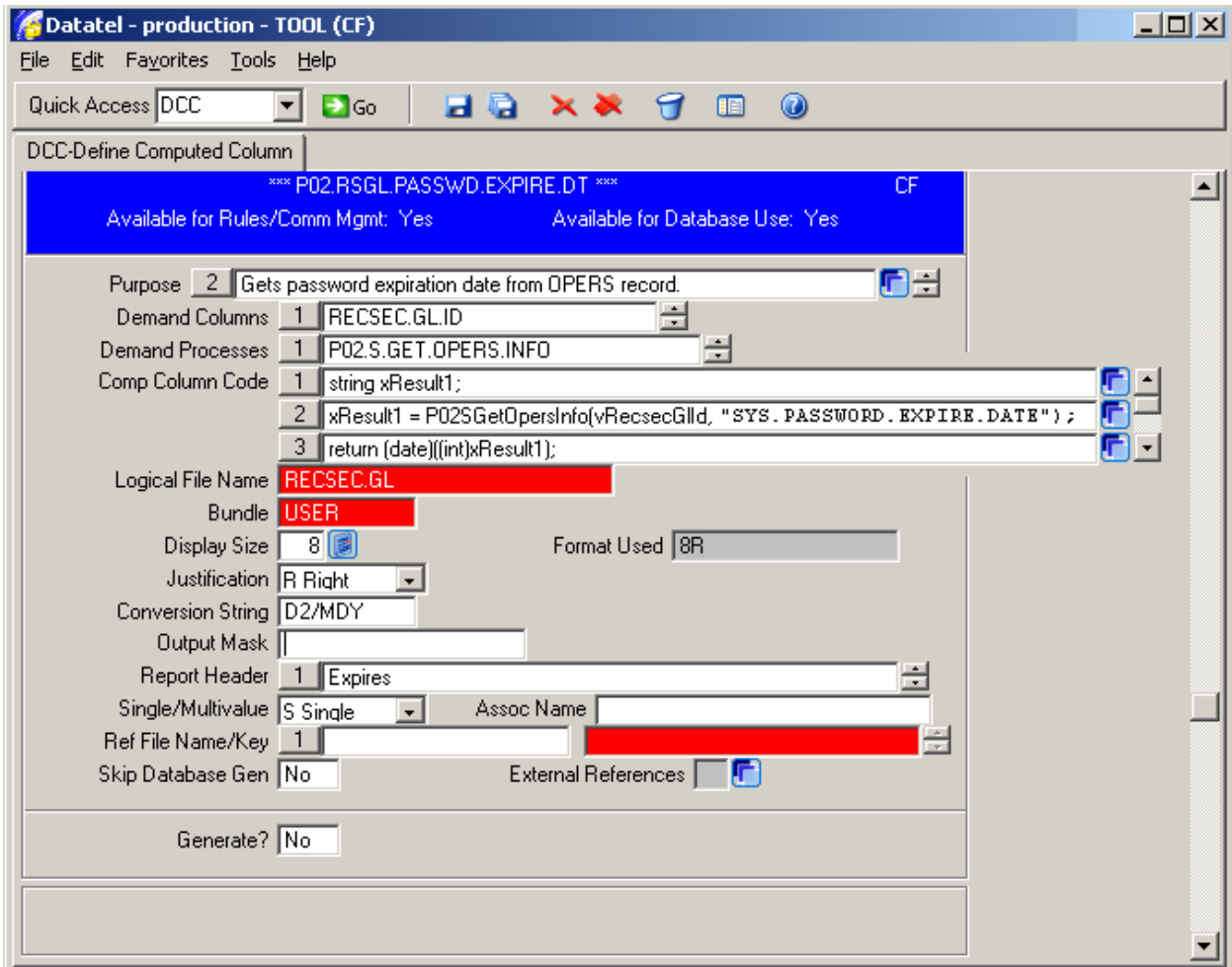
Below the table is a section titled 'Basic and Envision Statements' containing the following code:

```

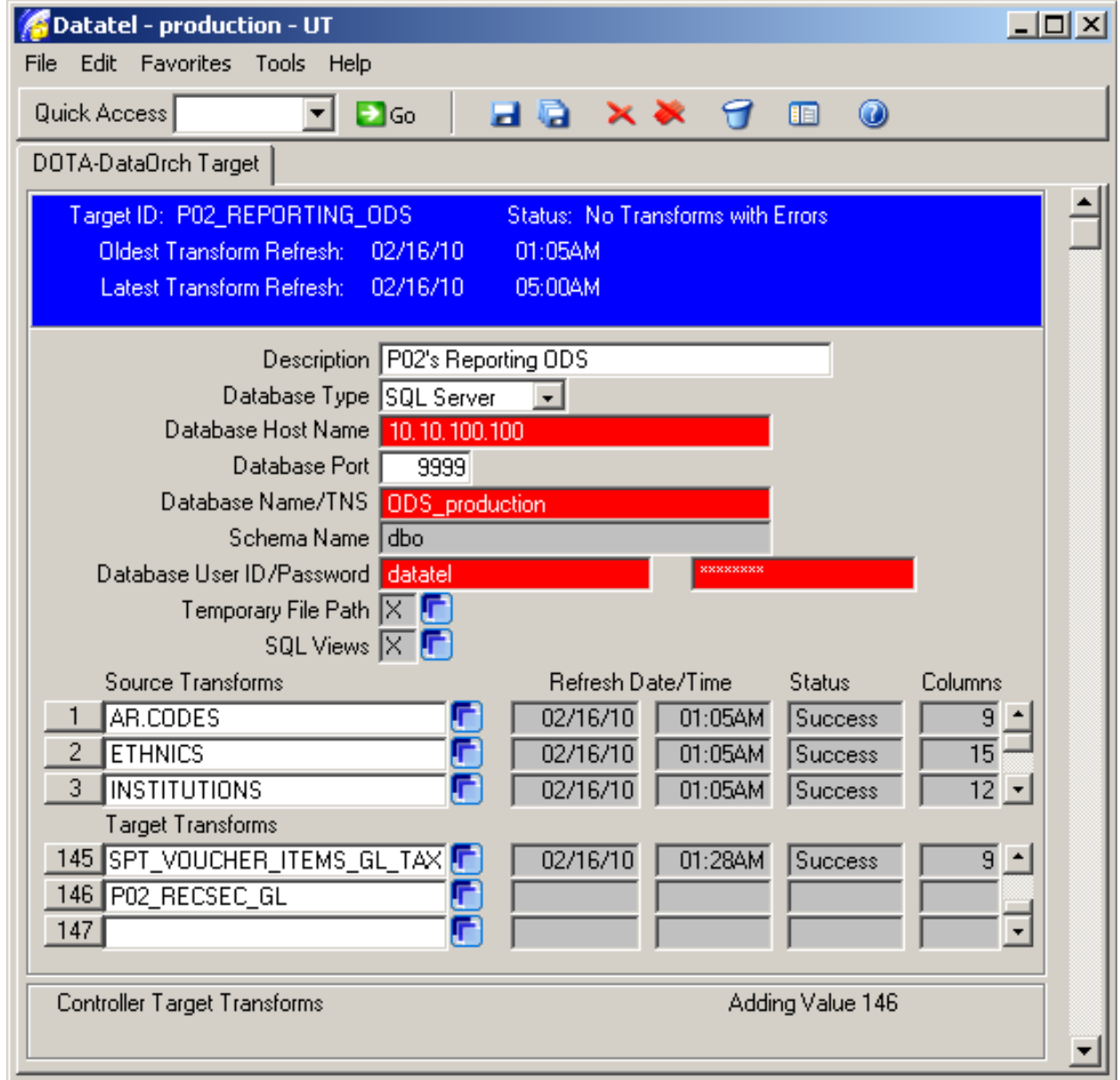
* P02.S.GET.OPERS.INFO
* Gets OPERS Data for use in CF (with RSGL info)
*
* Arguments
* OUT
*   AL.OPERS.DATA
* IN
*   A.OPERS.ID
*   A.DATA.ELEMENT
*
* Created for Pacific University
* 2006.10.09 by Katie Morgan
*
*****
* Revision History
*****
* Main Body
AL.OPERS.DATA = ""
V.SYS.USER.ID = A.OPERS.ID
FOR THE REFERENCED SYS.USER.ID
  BEGIN CASE
    CASE A.DATA.ELEMENT = "SYS.PASSWORD.EXPIRE.DATE"
      AL.OPERS.DATA<1,-1> = V.SYS.PASSWORD.EXPIRE.DATE
    CASE A.DATA.ELEMENT = "SYS.USER.NAME"
      AL.OPERS.DATA<1,-1> = V.SYS.USER.NAME
    CASE A.DATA.ELEMENT = "SYS.USER.CLASSES"
      AL.OPERS.DATA = VL.SYS.USER.CLASSES
    END CASE
  END THE SYS.USER.ID
RETURN
*****
    
```

At the bottom of the window, there is a status bar with 'Element' on the left and 'Value 3/8' on the right.

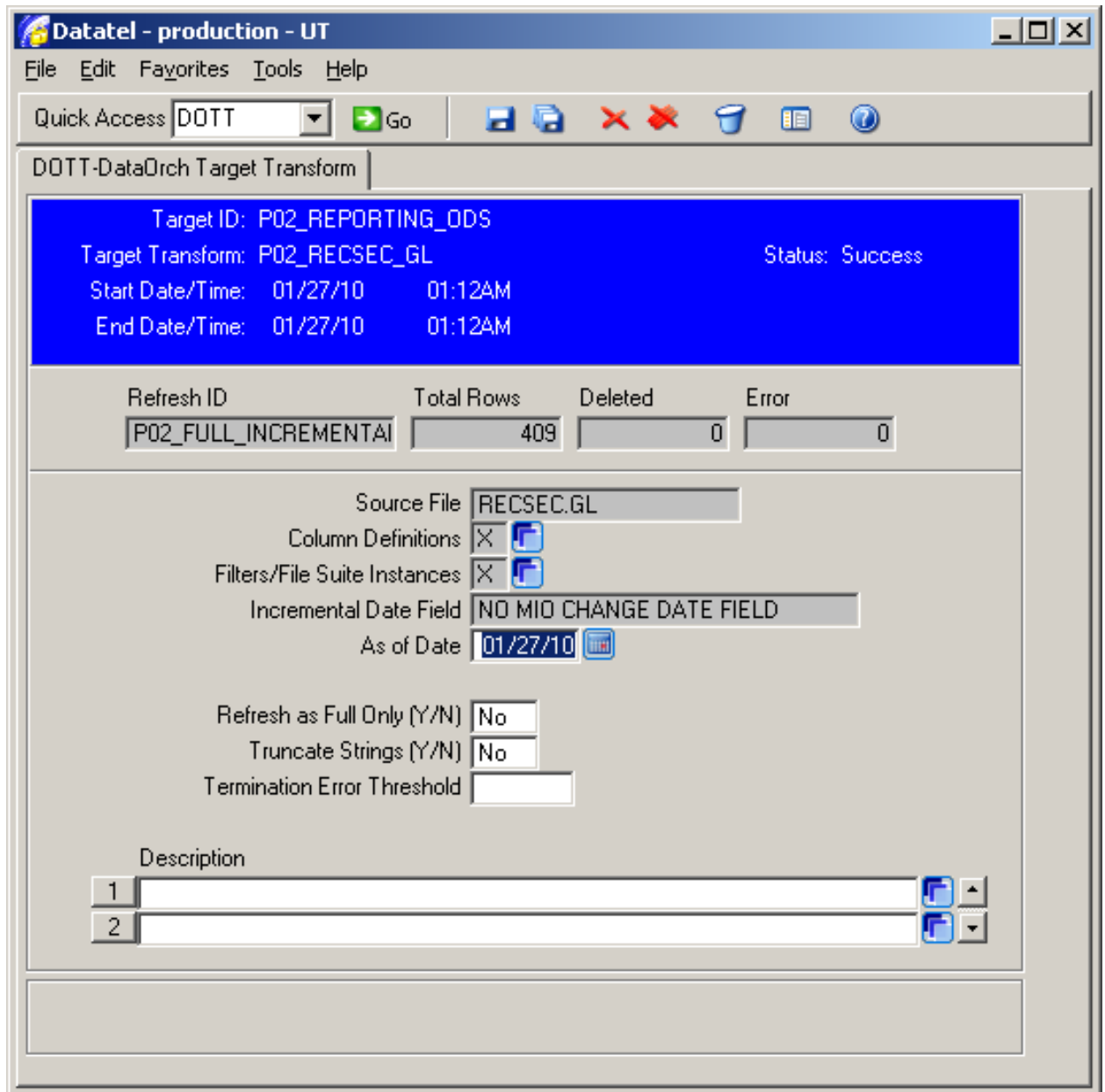
- b) Build the compute column P02.RSGL.PASSWD.EXPIRE.DT in RECSEC.GL to provide access to the password expiration date. The CC uses the subroutine that was just created, to allow the RSGL download to “know” if a user login is currently active.



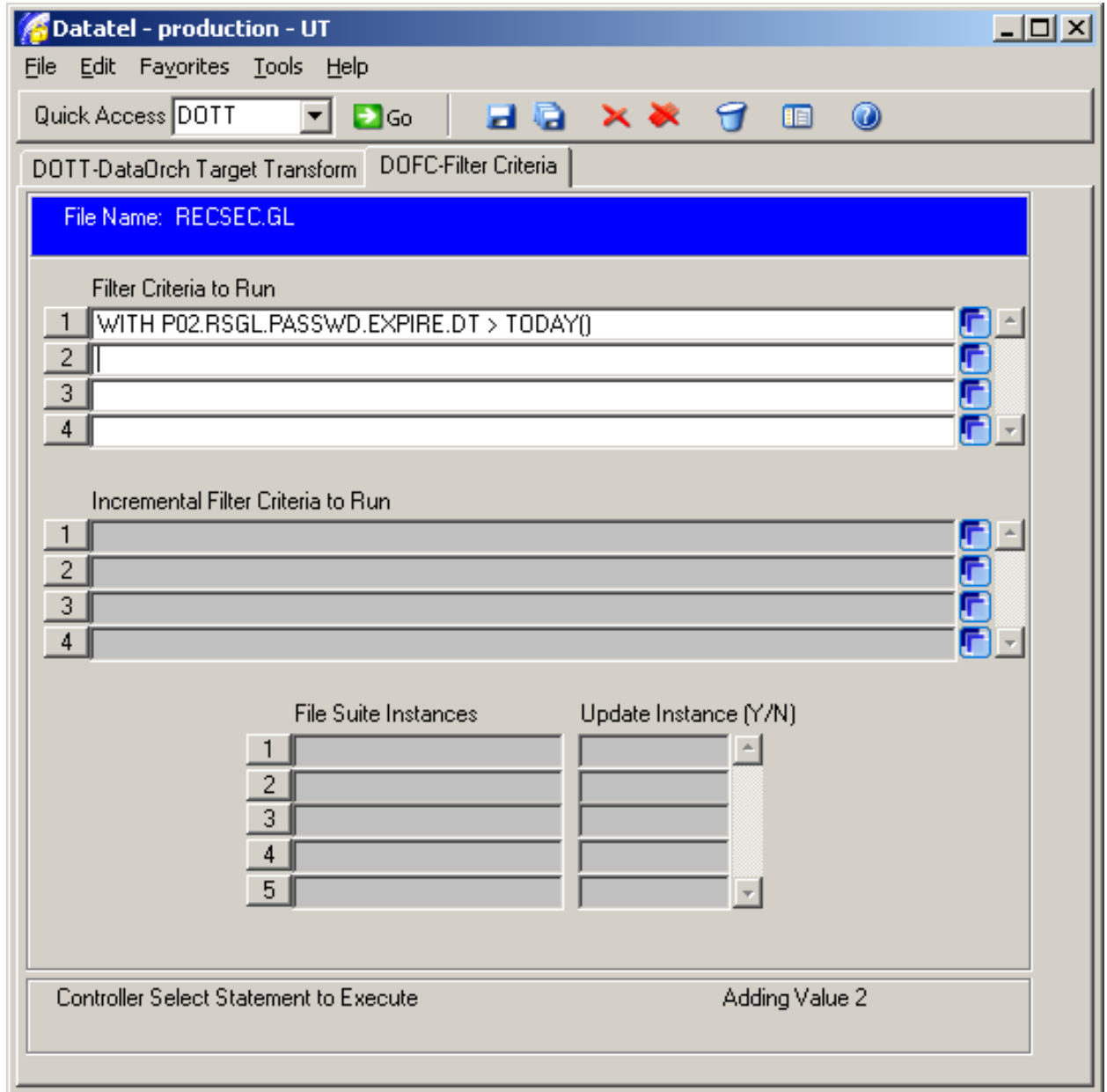
- 2) Download the RSGL information to the ODS
 - a) Add the RSGL file to the ODS download (UT)
 - i) Add the RECSEC_GL table to the DOTA Target Transforms list.



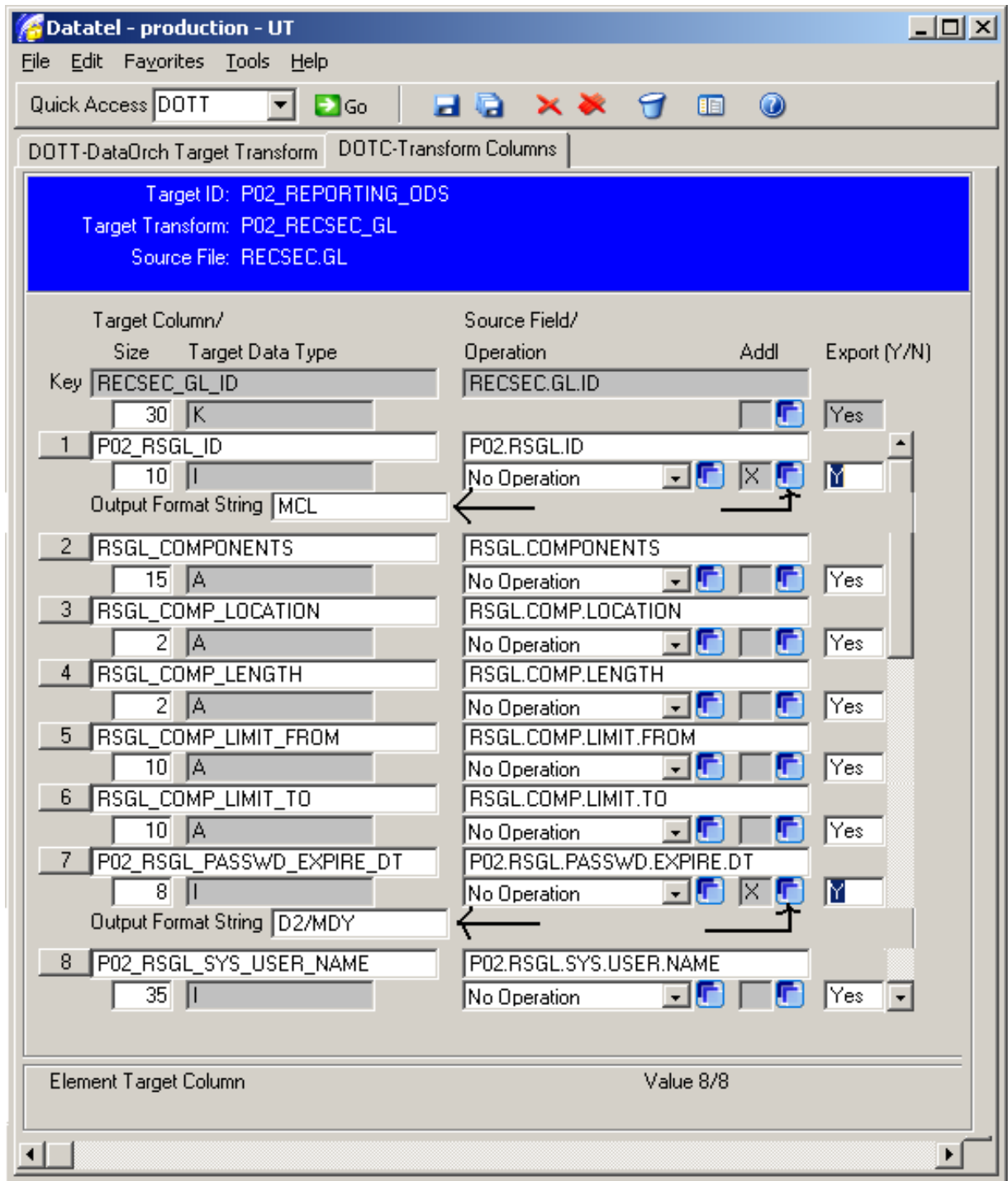
ii) Detail to the DOTT screen.



- iii) Detail on Filter/File suite Instances to DOFC to limit the selection of RSGL records to those with a valid Expiry.



- iv) Detail from DOTT on Column Definitions to DOTC to enter the Target Columns. The RSGL_ID and RSGL_PASSWD_EXPIRE_DT will need to have the Output Format set by detailing to DOPR.



- b) Run ODS download to bring P02_RECSEC_GL table to ODS database. The download will contain the new: P02_RECSEC_GL, and the existing: SPT_VOUCHERS, SPT_VOUCHER_ITEMS_GL, ODS_VENDORS, ODS_ITEMS, ODS_GL_ACCTS.

Chapter II. MS SQL Admin Directions.

- 1) Create the ODS_Budget_Officers security group to use the ODS schema you will create.
 - a) Connect to the MS SQL Server as a login with Admin privileges. We use Remote Desktop to connect to the SQL Admin.

Start>All Programs>Accessories>Remote Desktop Connection



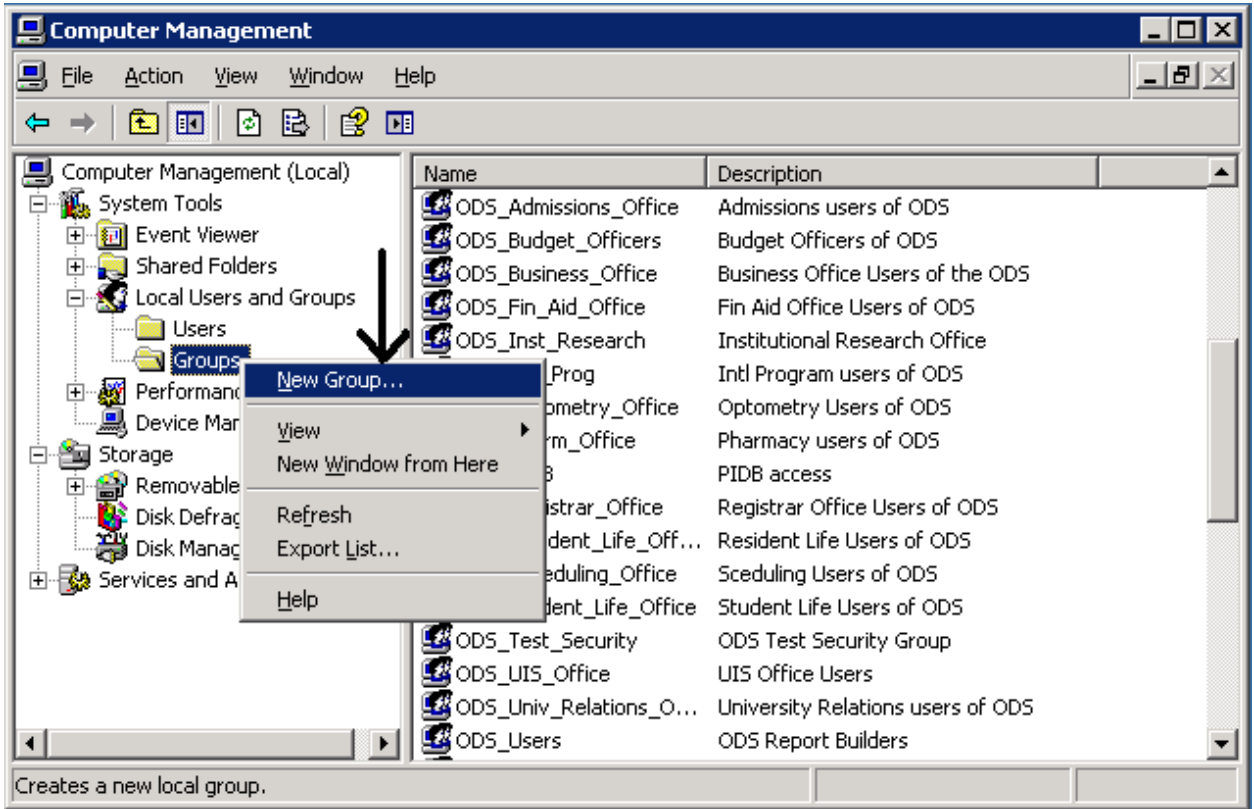
b) Log in to the server , and open the Start Menu.

The task bar depends upon the active window, if it keeps your original task bar, click in the Server Admin window to make it active.

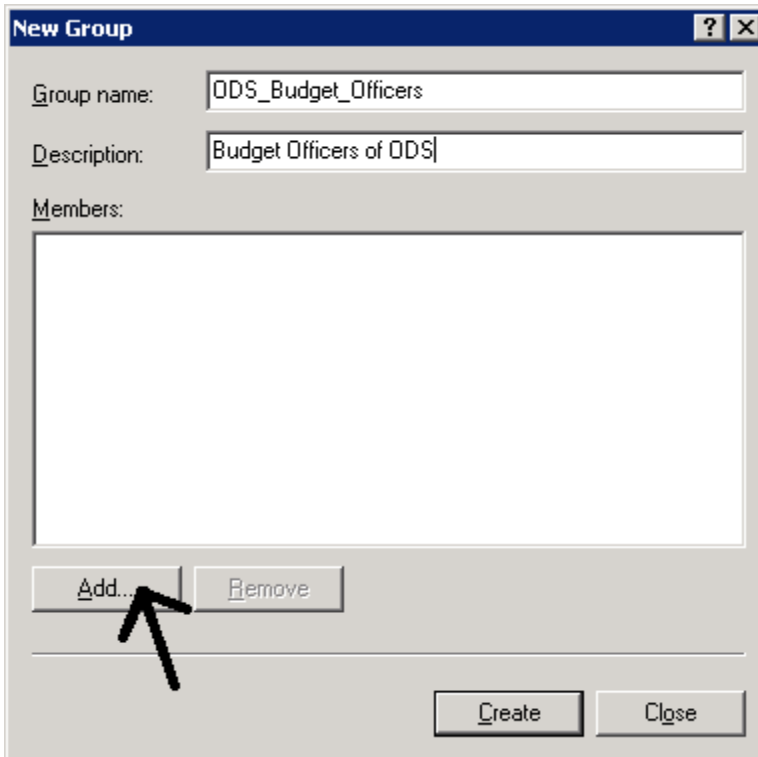
Start>My Computer [right click]> [option] Manage { or create and use an icon on the desktop }



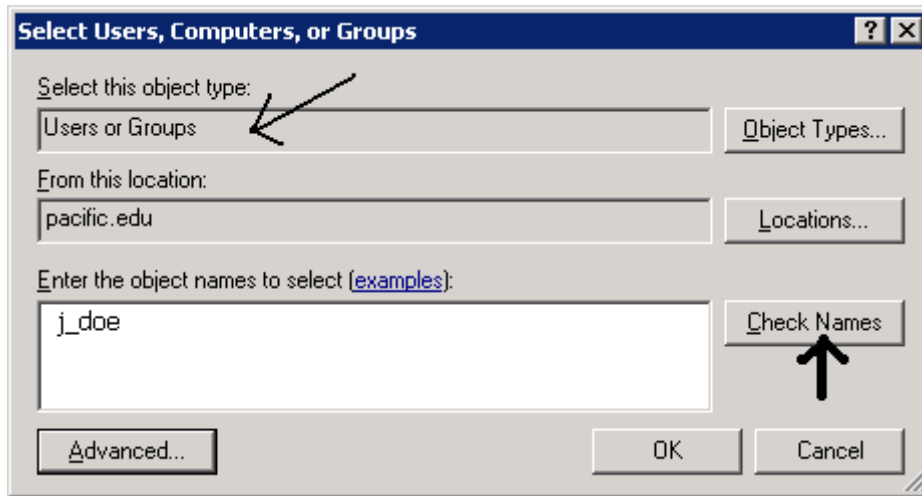
- c) The Computer Management window will open.
[right click] Groups > New Groups



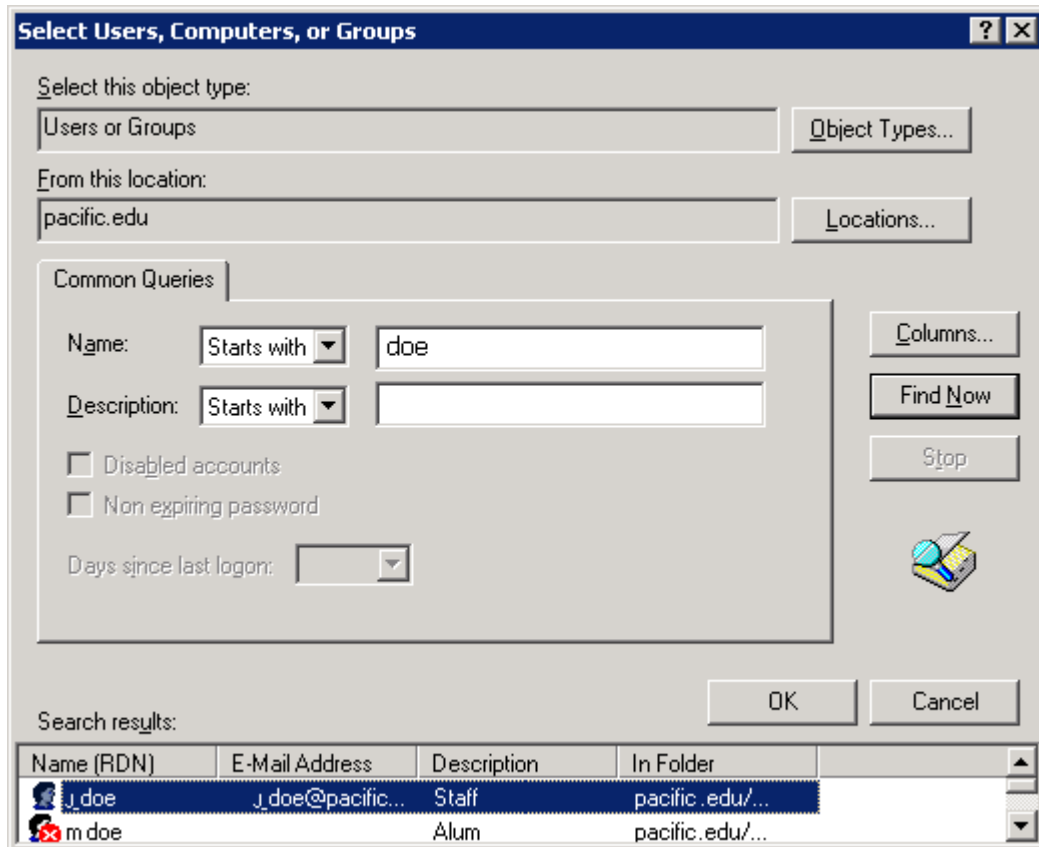
- d) Create a new group, “ODS_Budget_Officers. Add new members.



- e) Select for Users or Groups and add members to the group. If the user login is known, add it. If you need to lookup a name, click on “Check Names”

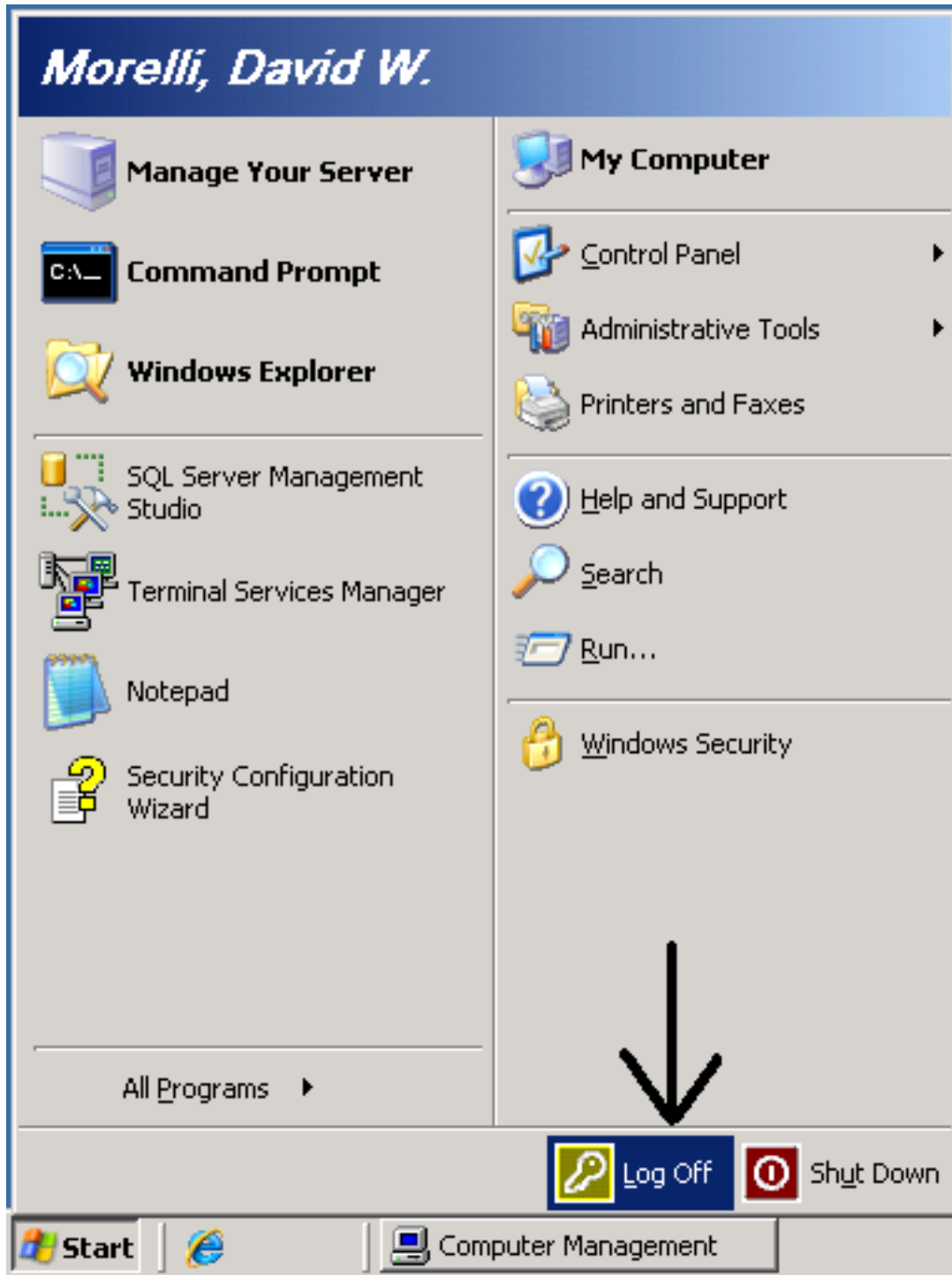


- f) You can search for Users or Groups using this screen. Add any names that you need to the group. You may return at later times to add/remove names from the group.



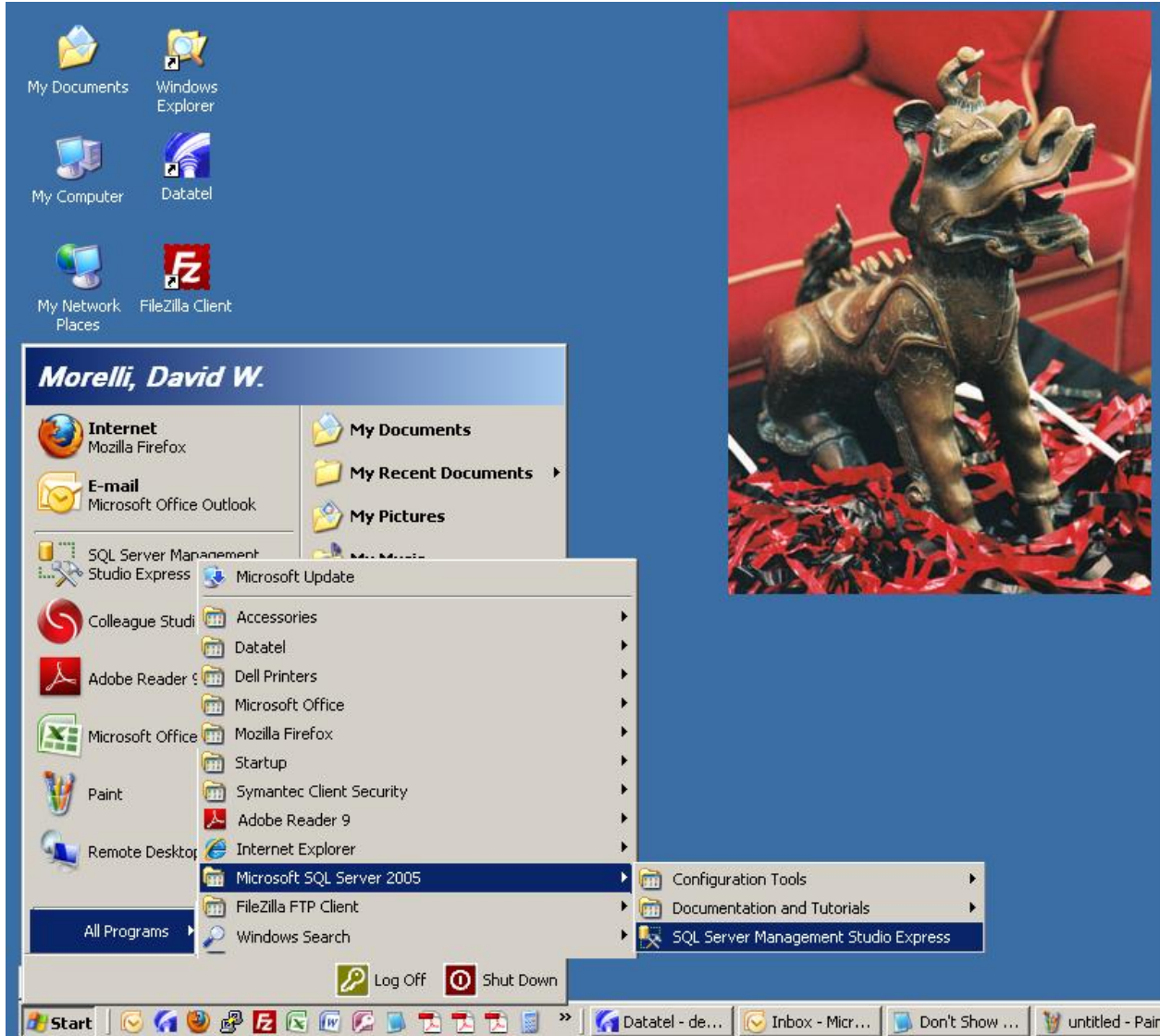
- g) After the group is created, we Log Off . There are limited seats that may access the administration of the server.

**** ONLY use “Log Off”, the other alternative will *KILL * the server. ****

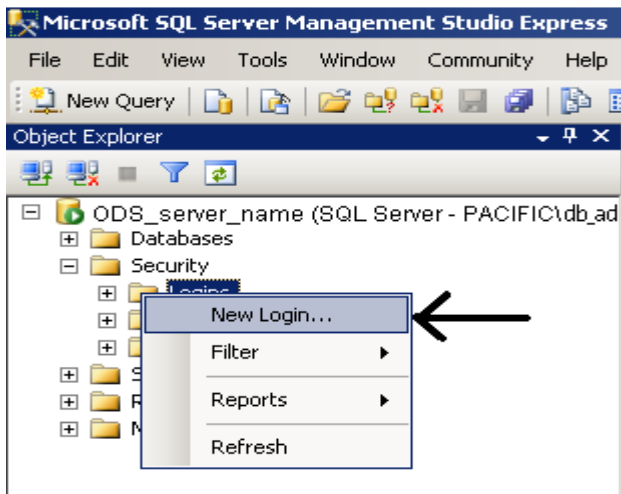


Chapter III. ODS database Directions:

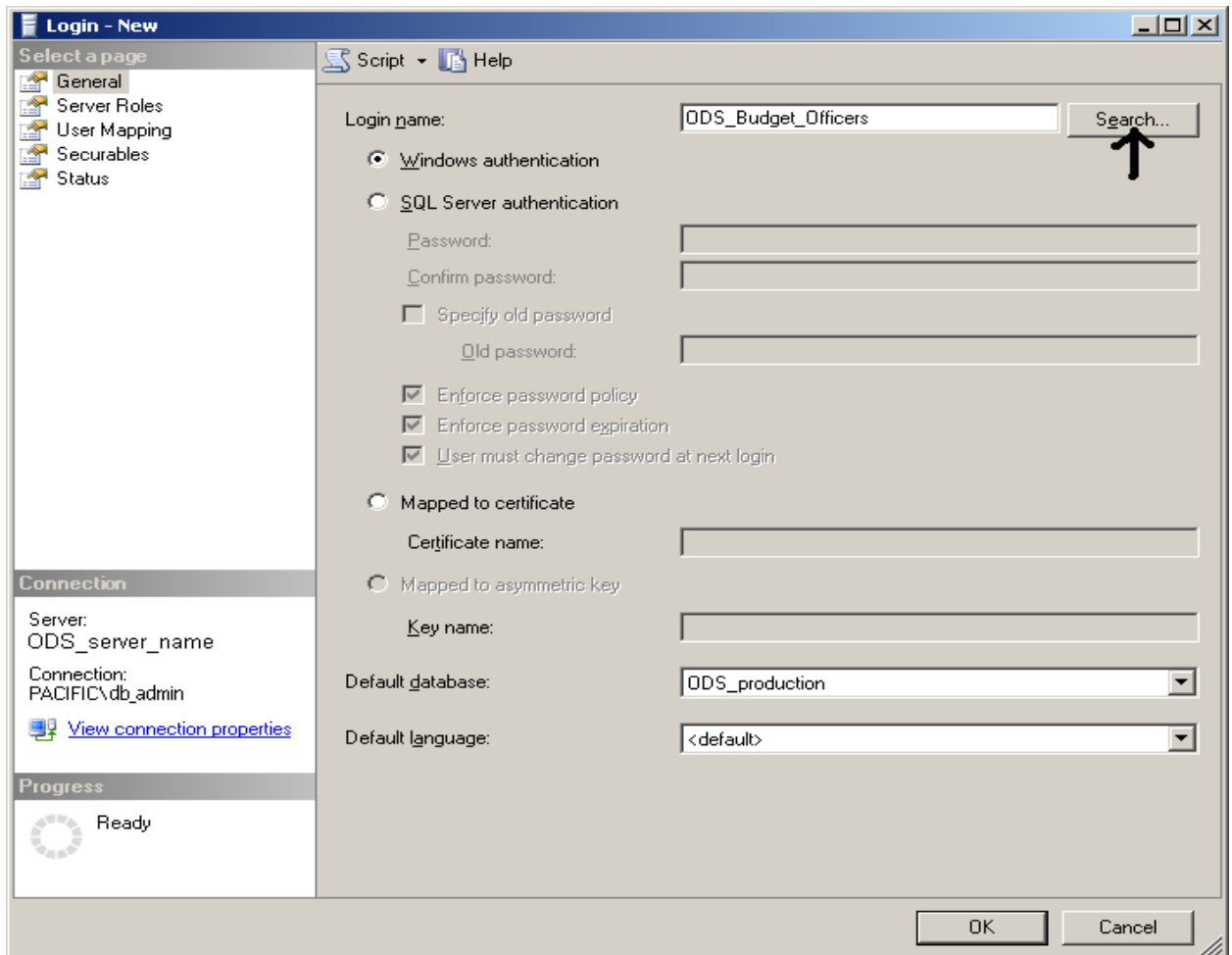
- 1) Inform the MS SQL Data Server that the user group exists. We use the SQL Server Management Studio software, (free download from Microsoft), to “connect to the server”. It is possible to continue to work on the remote desktop, “work on the server”.
 - a) Connect to ODS database as a user.



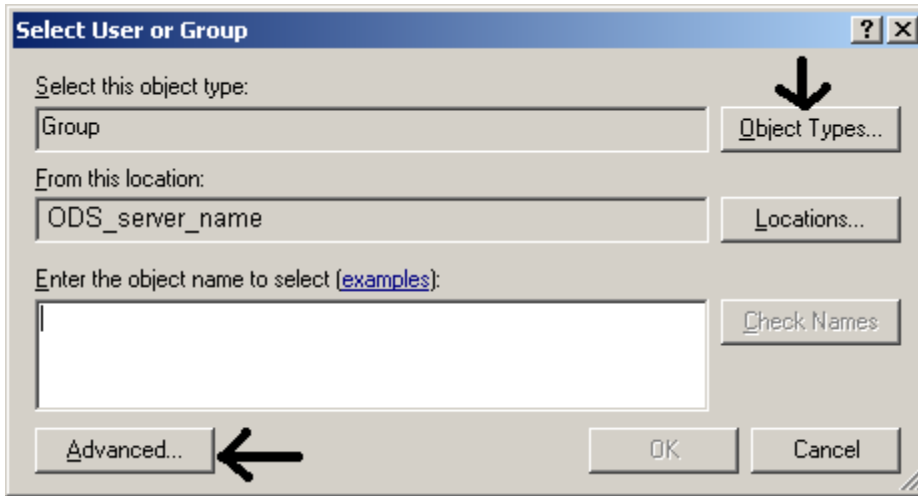
- b) Open the MS SQL Server Security to create the new login.
Security> Logins, [right click] for "New Login"



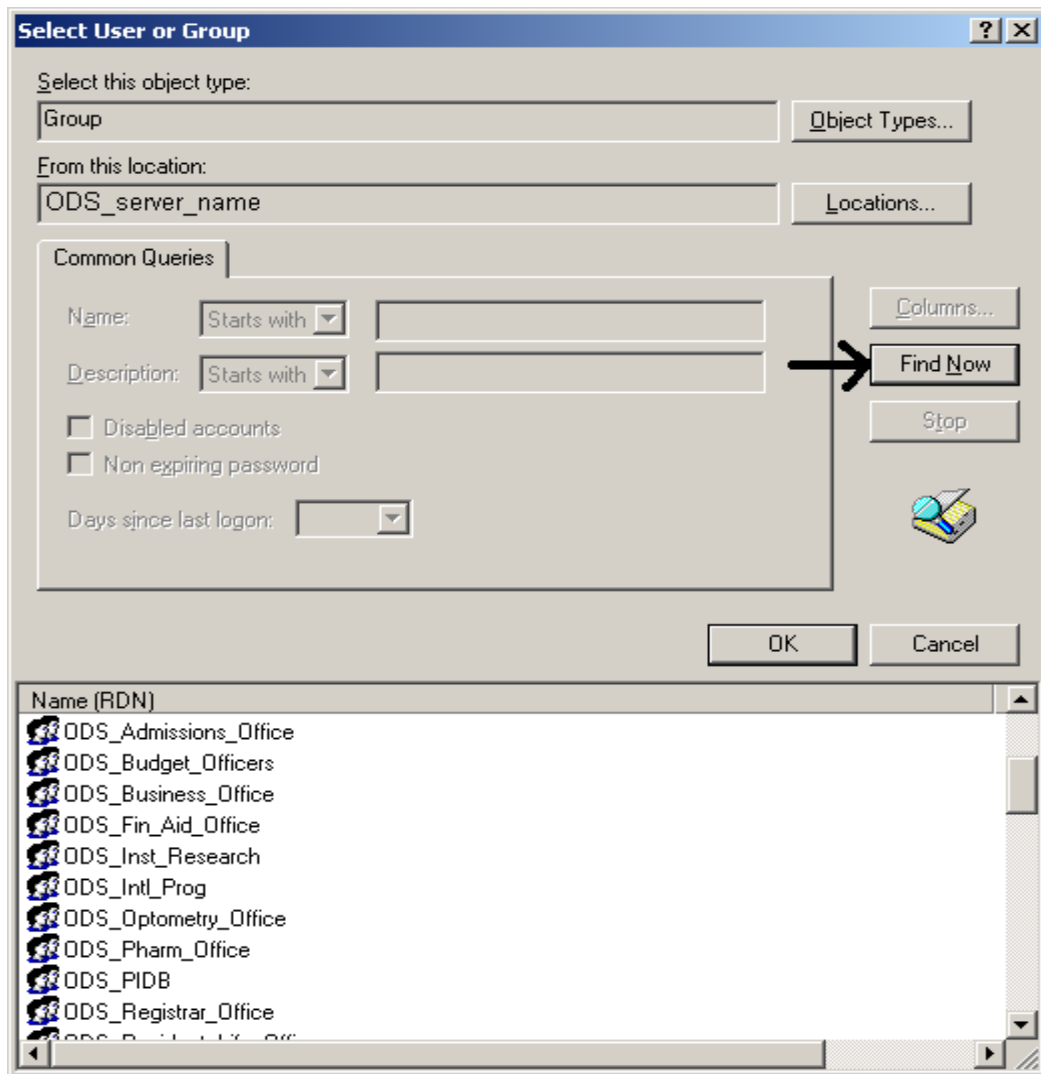
- c) We used a login name of ODS_Budget_Officers. Set the Default database. If you need a look up “Search” for the Login name of the User group.



- d) The search button will open a window. Set Object Types to “Group” and choose “Advanced”.

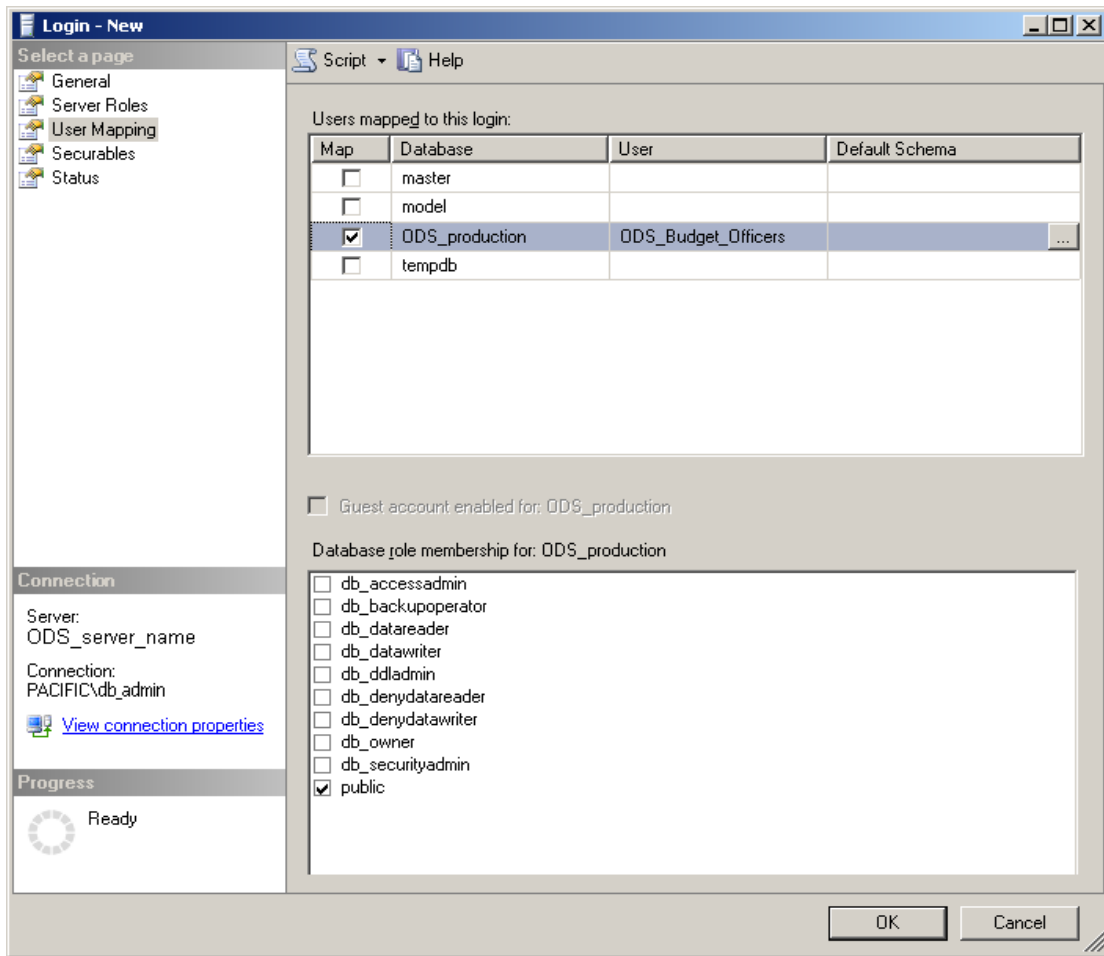


- i) Set the object to “Group” and choose “Advanced”



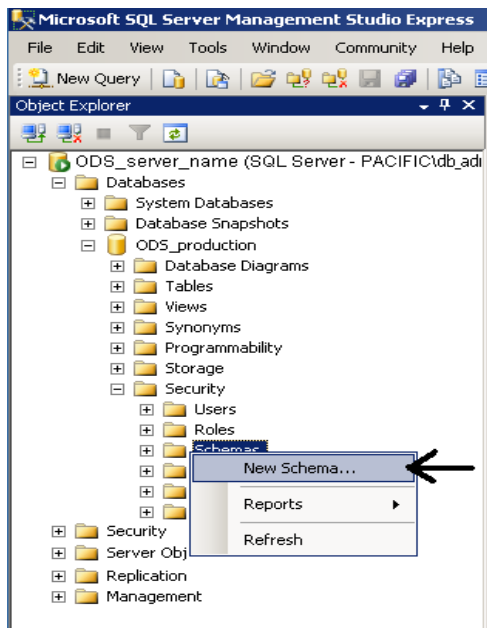
- ii) Do a “Find Now” and Select the members of this group.

- e) Set the User Mapping to the “ODS_production” database and set membership to public.

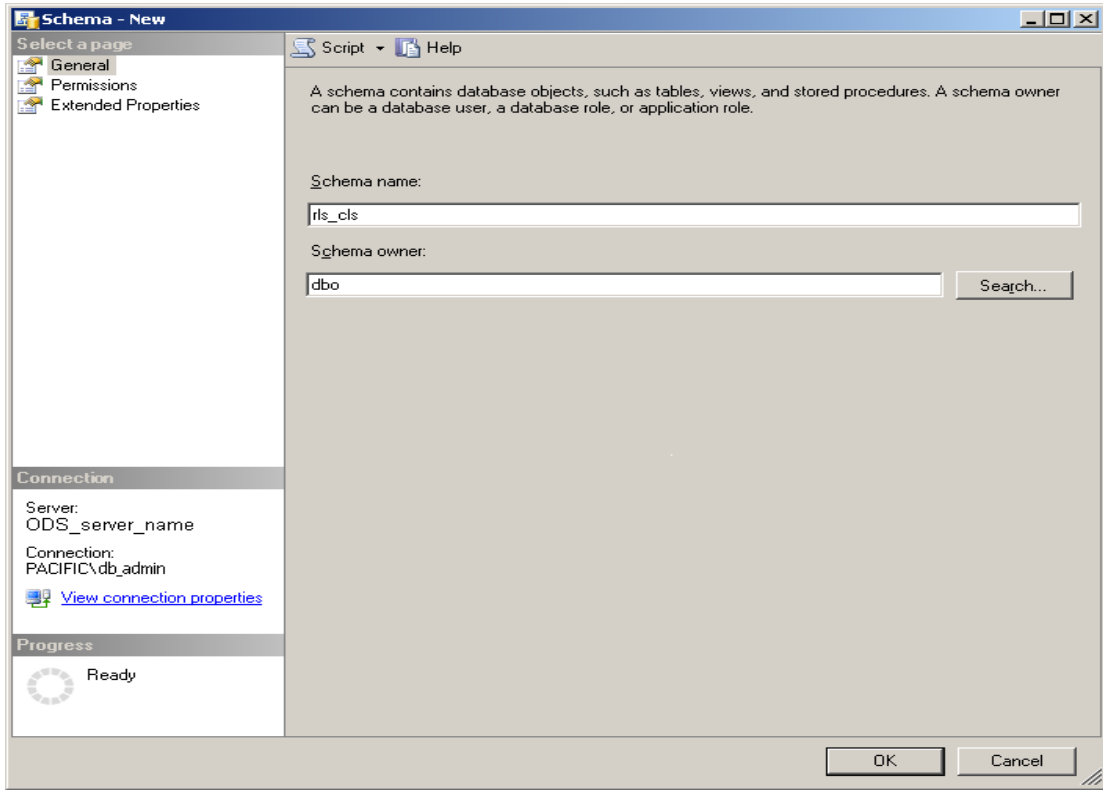


- 2) Create two new schemas, rls_cls & budget to support the view that will be created.

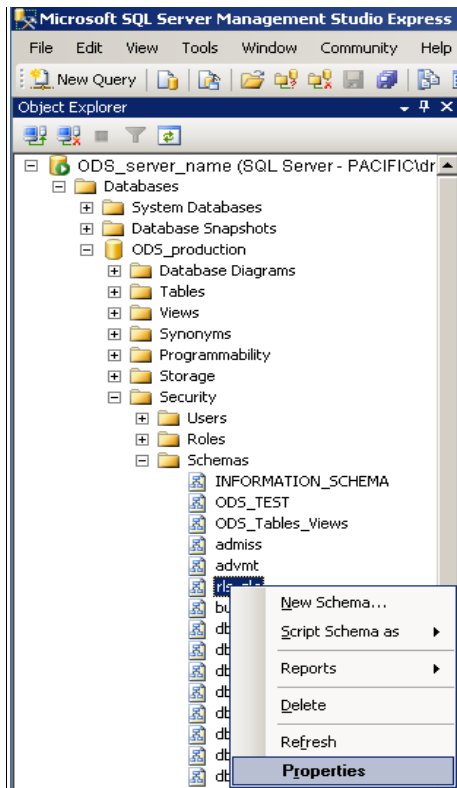
- a) create new schemas.



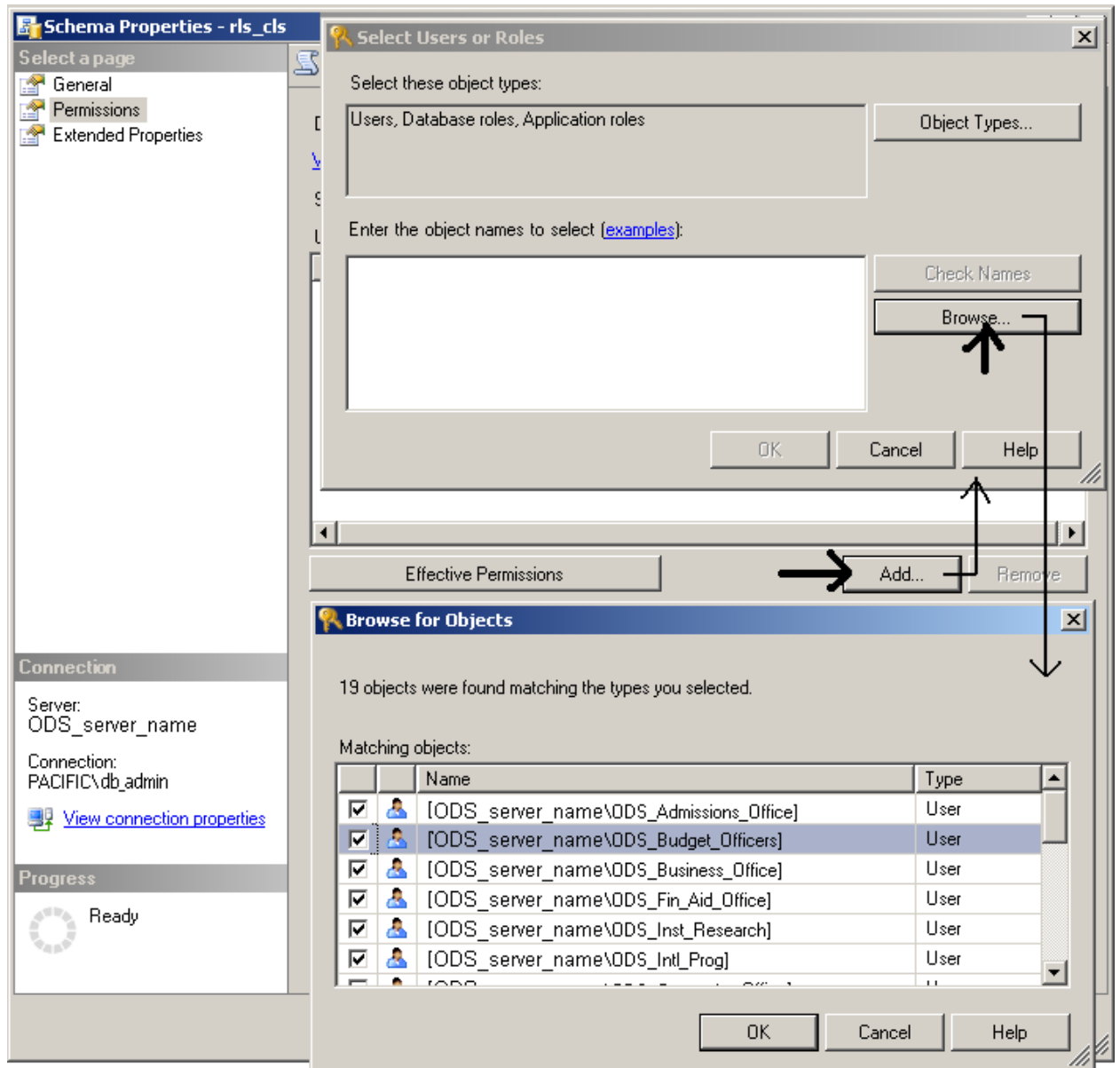
b) Create the rls_cls schema. Schema Owner is “dbo”.



c) Set Properties for rls_cls. [right click] Properties > Permissions



- d) Select objects for permissions for rls_cls . Choose “Add”, then in Select Users or Roles window you may Browse for the ODS_Budget_Officers group.



- e) Deny everything for rls_cls for ALL Users or roles. We do not want any users accessing this schema or the views it controls.

Schema Properties - rls_cls

Select a page: General, **Permissions**, Extended Properties

Database: ODS_production
[View database permissions](#)

Schema name: rls_cls

Users or roles:

Name	Type
guest	User
ODS_server_name\ODS_Admissions_Office	User
ODS_server_name\ODS_Business_Office	User
ODS_server_name\ODS_Fin_Aid_Office	User
ODS_server_name\ODS_Inst_Research	User
ODS_server_name\ODS_Intl_Prog	User
ODS_server_name\ODS_Optomtry_Office	User
ODS_server_name\ODS_Pharm_Office	User
ODS_server_name\ODS_PIDB	User
ODS_server_name\ODS_Registrar_Office	User
ODS_server_name\ODS_Student_Life_Office	User
ODS_server_name\ODS_UIS_Office	User
ODS_server_name\ODS_Univ_Relations_Office	User

Effective Permissions: Add... Remove

Explicit permissions for ODS_server_name\ODS_Admissions_Office

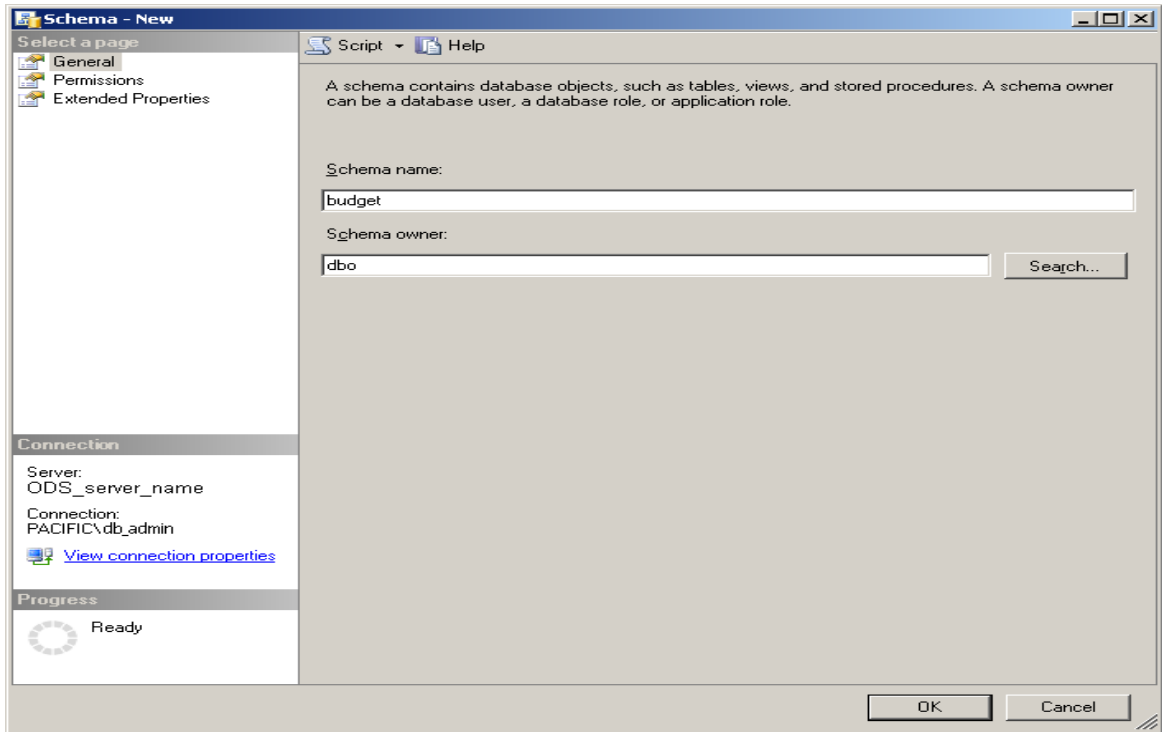
Permission	Grantor	Grant	With Grant	Deny
Alter	dbo	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Control	dbo	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Delete	dbo	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Execute	dbo	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Insert	dbo	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
References	dbo	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Select	dbo	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Take ownership	dbo	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Update	dbo	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
View definition	dbo	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Connection: Server: ODS_server_name, Connection: PACIFIC\db_admin, [View connection properties](#)

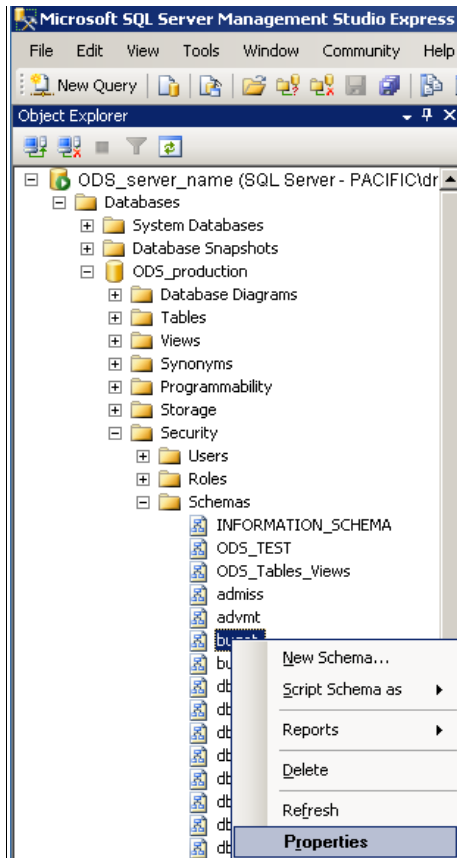
Progress: Ready

OK Cancel

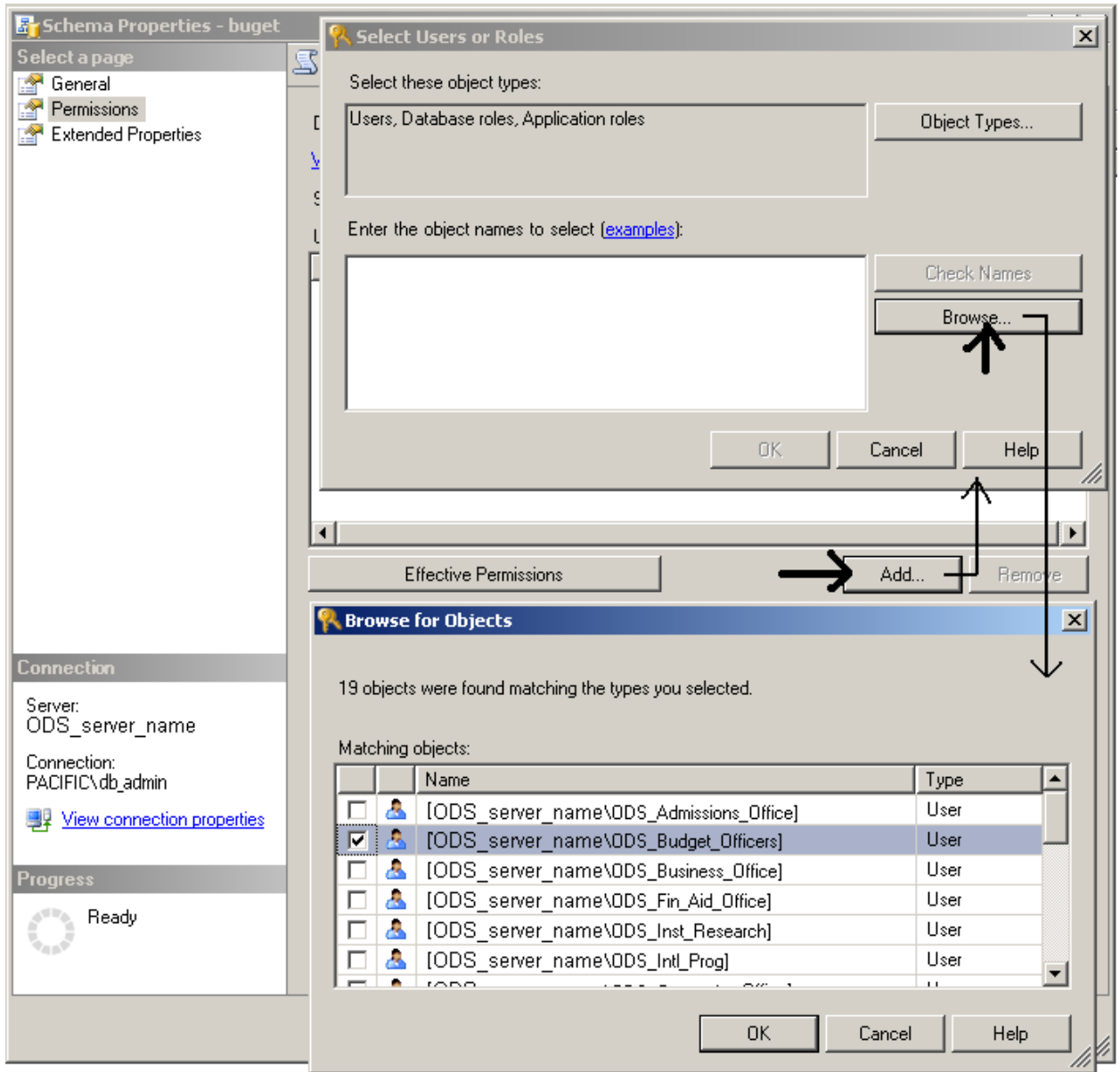
f) create a schema for budget , the Schema Owner is “dbo”.



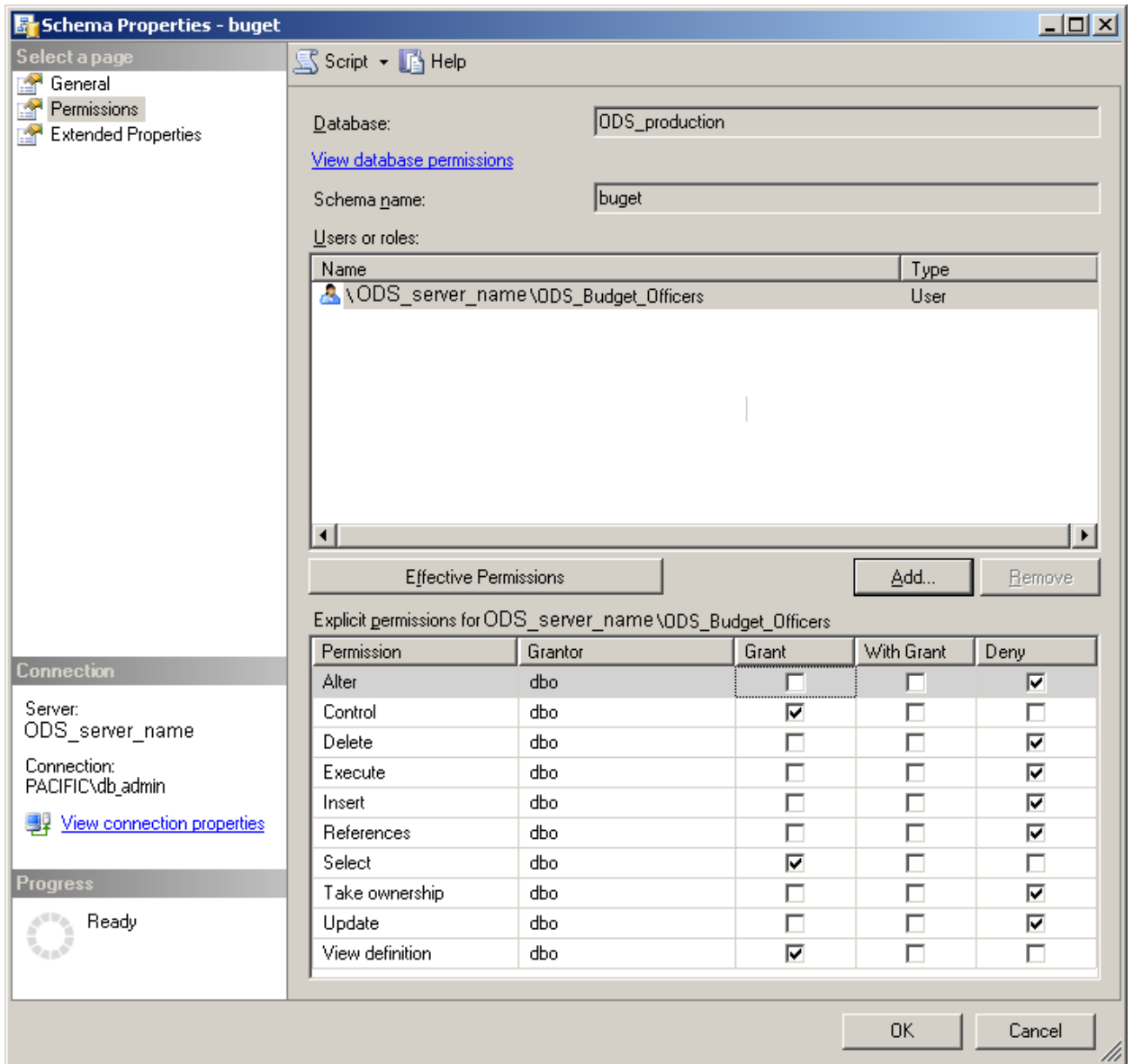
g) Set Properties for budget.



h) Select the ODS_Budget_Officers group.



- i) Set Permissions: Grant Control/Select/View Definition to ODS_Budget_Officers for budget. Budget Officers are granted “Control”, “Select” and “View definition”, and denied all else.



3) Create views for the schemas:

a) rls_cls.RSGL_ACCESS view using PO2_RECSEC_GL to control the visibility of GL items.

```
USE [ODS_production]
GO
/***** Object: View [rls_cls].[RSGL_ACCESS]
Script Date: 01/27/2010 12:03:44 *****/
SET ANSI_NULLS OFF
GO
SET QUOTED_IDENTIFIER ON
GO
ALTER VIEW [rls_cls].[RSGL_ACCESS] AS
SELECT
    RECSEC_GL_ID,
    PO2_RSGL_ID,
    RSGL_COMPONENTS,
    POS = CAST(RSGL_COMP_LOCATION AS [int]),
    LGN = CAST(RSGL_COMP_LENGTH AS [int]),
    RSGL_COMP_LIMIT_FROM AS LOW_NUM,
    RSGL_COMP_LIMIT_TO AS TOP_NUM,
    PO2_RSGL_PASSWD_EXPIRE_DT,
    PO2_RSGL_SYS_USER_NAME
FROM
    dbo.PO2_RECSEC_GL
    WHERE IS_MEMBER('PACIFIC'+ PO2_RSGL_ID)=1
/* The ODS pull is limited to expire dates GE today. */
|
```

b. dbo.RSGL_ACCTS view using dbo.ODS_GL_ACCTS & rls_cls.RSGL_ACCESS

```
USE [ODS_production]
GO
/***** Object: View [dbo].[RSGL_ACCTS]
Script Date: 01/27/2010 12:01:39 *****/
SET ANSI_NULLS ON
GO
SET QUOTED_IDENTIFIER ON
GO
ALTER VIEW [dbo].[RSGL_ACCTS] AS
SELECT
    dbo.ODS_GL_ACCTS.GL_ACCTS_ID,
    rls_cls.RSGL_ACCESS.PO2_RSGL_ID
FROM
    rls_cls.RSGL_ACCESS,
    dbo.ODS_GL_ACCTS
WHERE (SUBSTRING(dbo.ODS_GL_ACCTS.GL_ACCTS_ID, POS, LGN) >= LOW_NUM)
    AND (SUBSTRING(dbo.ODS_GL_ACCTS.GL_ACCTS_ID, POS, LGN) <= TOP_NUM)
```

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c. budget views :

i) budget.GL_TRANSACTION_DETAIL

using dbo.RSGL_ACCTS, dbo.SPT_GL_FYR & dbo.ODS_GEN_LDGR

```
USE [ODS_production]
GO
/***** Object: View [budget].[GL_TRANSACTION_DETAIL]
| Script Date: 01/27/2010 11:58:17 *****/
SET ANSI_NULLS ON
GO
SET QUOTED_IDENTIFIER ON
GO
ALTER VIEW [budget].[GL_TRANSACTION_DETAIL]
AS
SELECT
    dbo.SPT_GL_FYR.FISCAL_YEAR,
    DATEPART (mm,
        DATEADD (mm, (FISCAL_YEAR_START_MONTH * -1)+1, GLA_TR_DATE))
        AS FISCAL_YEAR_MONTH,
    dbo.SPT_GL_FYR.GL_ACCOUNT_ID AS GL_ACCT_ID,
    dbo.SPT_GL_FYR.GL_ACCT_ID,
    dbo.SPT_GL_FYR.GL_CREDIT,
    dbo.SPT_GL_FYR.GL_DEBIT,
    dbo.SPT_GL_FYR.GL_TR_DATE,
    dbo.SPT_GL_FYR.GL_DESCRIPTION,
    dbo.SPT_GL_FYR.GL_REF_NO,
    dbo.SPT_GL_FYR.REPORTING_TERM,
    dbo.SPT_GL_FYR.GL_SOURCE,
    dbo.SPT_GL_FYR.SOURCE_DESCRIPTION,
    dbo.SPT_GL_FYR.SOURCE_ACTION_CODE_2 AS SOURCE_CATEGORY,
    CASE SOURCE_ACTION_CODE_2
        WHEN 1 THEN 'Actuals'
        WHEN 2 THEN 'Budget'
        WHEN 3 THEN 'Encumbrance'
        ELSE 'Other'
    END AS SOURCE_CATEGORY_DESCRIPTION,
    ISNULL(dbo.SPT_GL_FYR.GL_SYS_DATE, dbo.SPT_GL_FYR.GL_TR_DATE)
        AS TRANSACTION_SYSTEM_DATE,
    dbo.SPT_GL_FYR.GL_TERM,
    dbo.SPT_GL_FYR.GL_TR_AMNT
FROM dbo.RSGL_ACCTS
    JOIN dbo.SPT_GL_FYR
        ON GL_ACCTS_ID = GL_ACCOUNT_ID
    JOIN dbo.ODS_GEN_LDGR
        ON SPT_GL_FYR.FISCAL_YEAR = ODS_GEN_LDGR.FISCAL_YEAR
```

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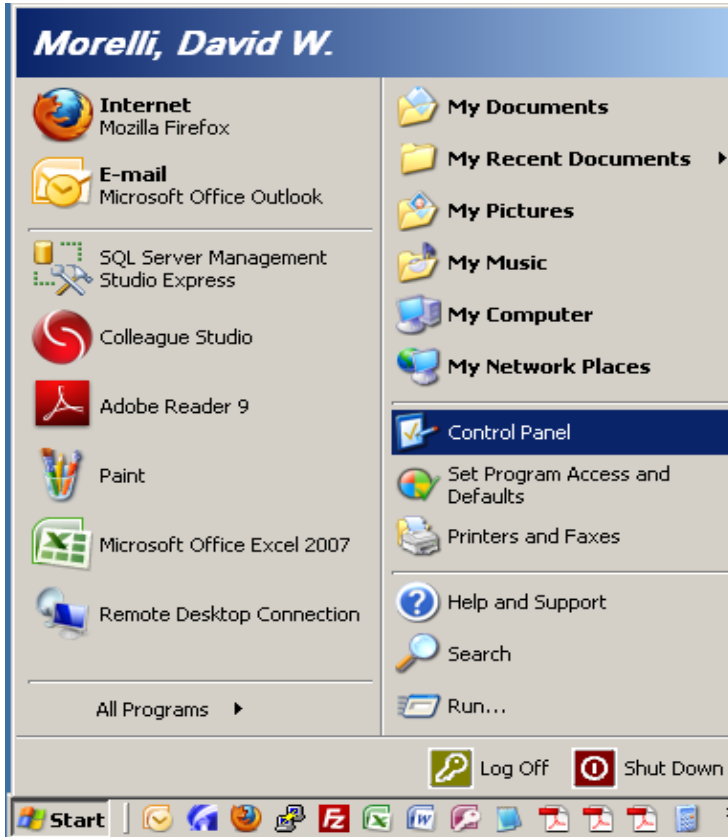
ii) budget.VOUCHER_ITEMS_GL

using dbo.RSGL_ACCTS, dbo.SPT_VOUCHER_ITEMS, dbo.ODS_ITEMS, dbo.SPT_VOUCHERS & dbo.ODS_VENDORS

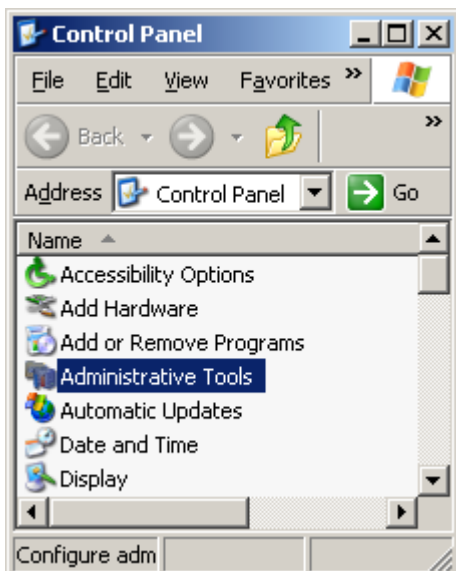
```
USE [ODS_production]
GO
/***** Object: View [budget].[VOUCHER_ITEMS_GL]
| Script Date: 01/27/2010 14:20:59 *****/
SET ANSI_NULLS ON
GO
SET QUOTED_IDENTIFIER ON
GO
ALTER VIEW [budget].[VOUCHER_ITEMS_GL]
AS
SELECT
    dbo.SPT_VOUCHER_ITEMS_GL.ITEMS_ID,
    dbo.SPT_VOUCHER_ITEMS_GL.POS,
    dbo.SPT_VOUCHER_ITEMS_GL.ITM_VOU_GL_AMT,
    dbo.SPT_VOUCHER_ITEMS_GL.ITM_VOU_GL_NO,
    dbo.SPT_VOUCHER_ITEMS_GL.ITM_VOU_ID,
    dbo.SPT_VOUCHER_ITEMS_GL.ITM_VOU_DATE AS VOU_DATE,
    dbo.ODS_ITEMS.ITEM_DESC_ALL AS ITM_DESC,
    dbo.ODS_VENDORS.VEN_NAME,
    dbo.SPT_VOUCHERS.VOU_TERM,
    /* dbo.SPT_VOUCHERS.VOU_DATE,
    Replaced by ITM_VOU_DATE to avoid timeout problems */
    dbo.SPT_VOUCHERS.VOU_CHECK_NO,
    dbo.SPT_VOUCHERS.VOU_AP_TYPE,
    dbo.SPT_VOUCHERS.STATUS_DESC
FROM ((( dbo.RSGL_ACCTS
INNER JOIN dbo.SPT_VOUCHER_ITEMS_GL
    ON GL_ACCTS_ID = ITM_VOU_GL_NO)
INNER JOIN dbo.ODS_ITEMS
    ON dbo.SPT_VOUCHER_ITEMS_GL.ITEMS_ID = dbo.ODS_ITEMS.ITEMS_ID)
INNER JOIN dbo.SPT_VOUCHERS
    ON dbo.SPT_VOUCHER_ITEMS_GL.ITM_VOU_ID = dbo.SPT_VOUCHERS.VOUCHERS_ID)
INNER JOIN dbo.ODS_VENDORS
    ON dbo.SPT_VOUCHERS.VOU_VENDOR = dbo.ODS_VENDORS.VENDORS_ID
WHERE EXISTS
    (SELECT      'X' AS Expr1
    FROM          dbo.SPT_VOUCHERS AS SPT_VOUCHERS_1
    WHERE        (VOUCHERS_ID = dbo.SPT_VOUCHER_ITEMS_GL.ITM_VOU_ID))
```

Chapter IV. User's Directions:

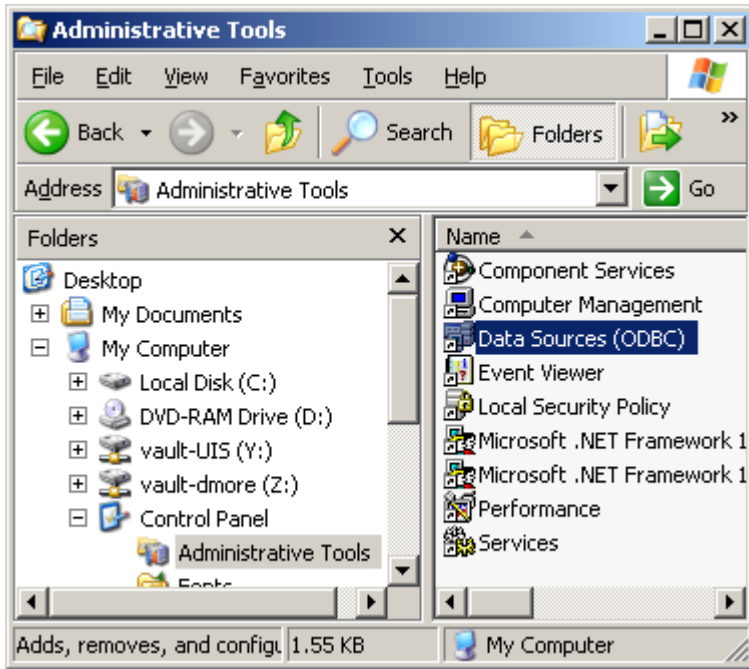
- 1) Once for each machine, establish the ODBC Connection data.
 - a) Use the Control Panel.



- b) Use Administrative Tools.

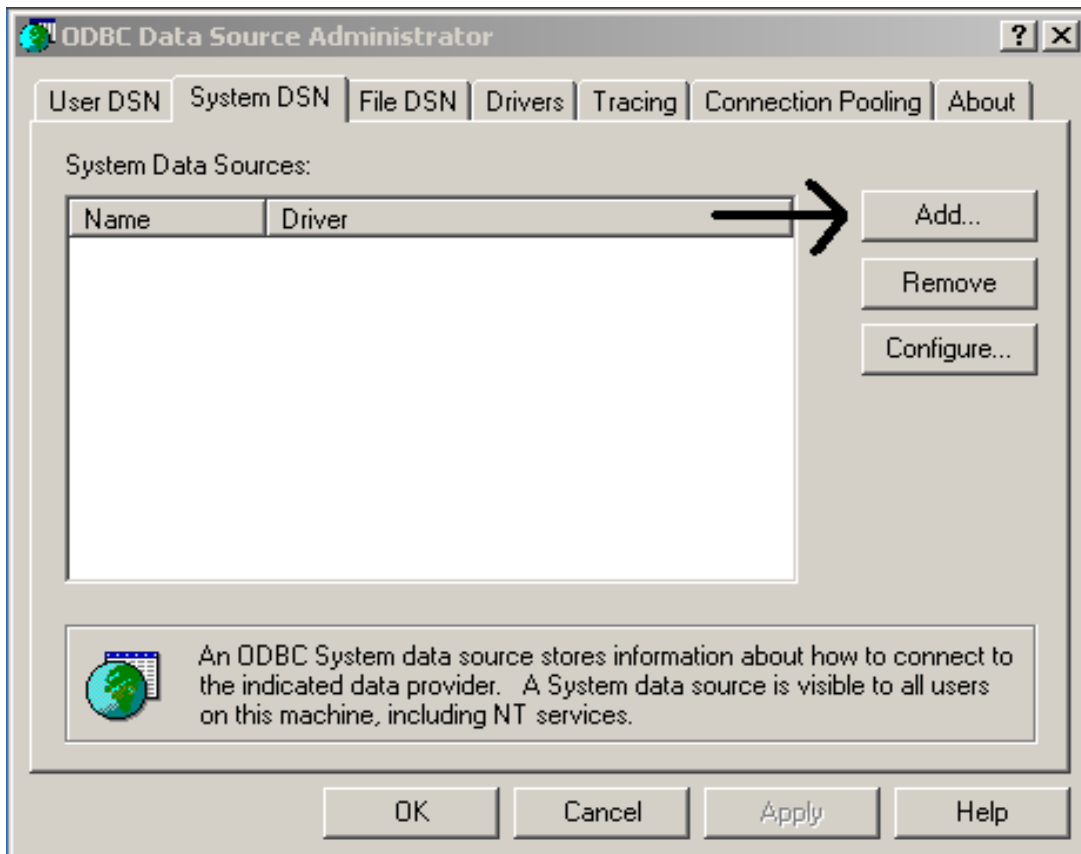


c) Use Data Sources (ODBC).

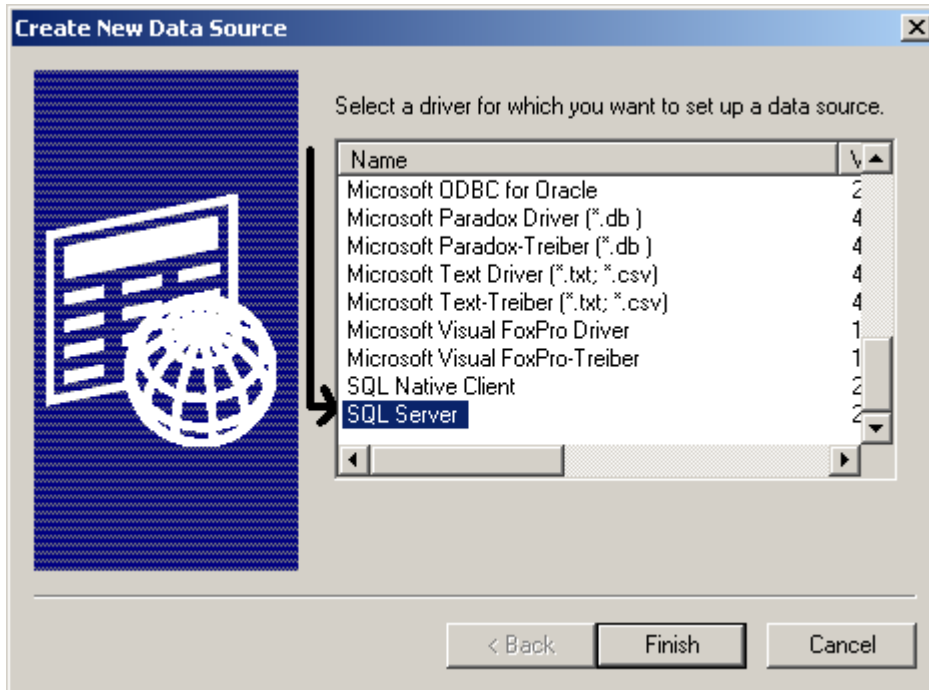


d) Choose the “System DSN” tab.

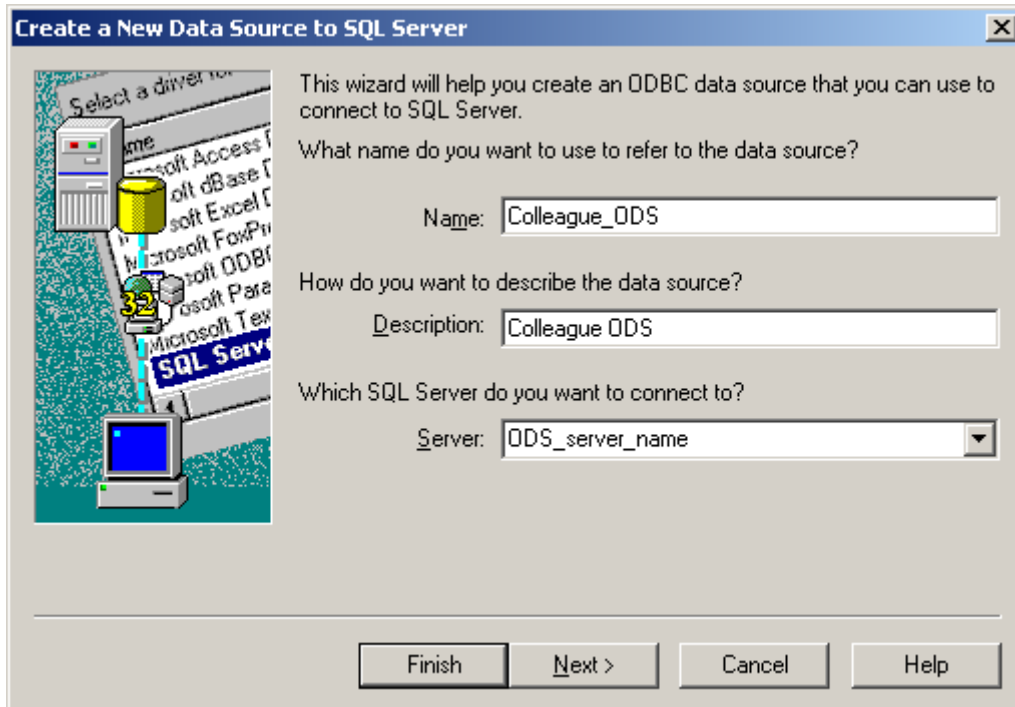
Click the “Add” button.



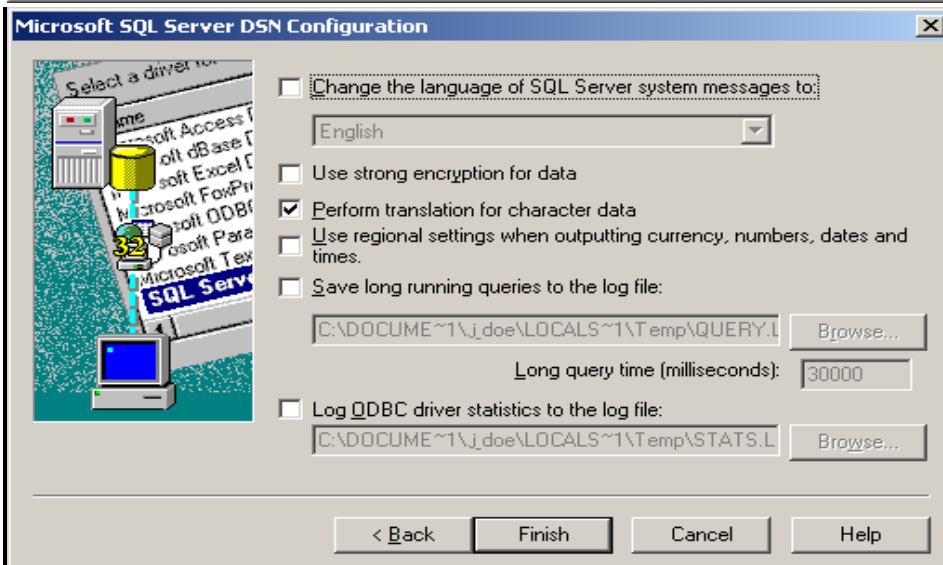
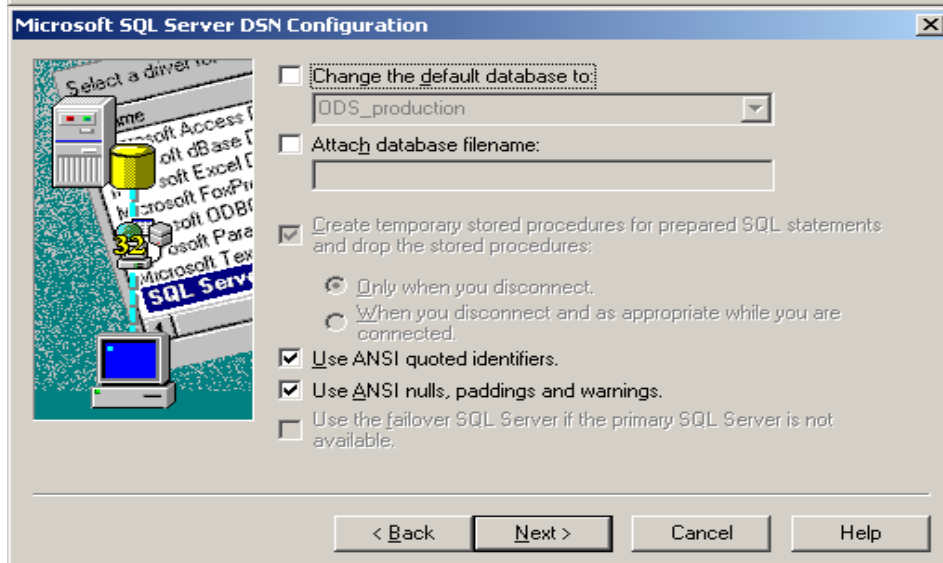
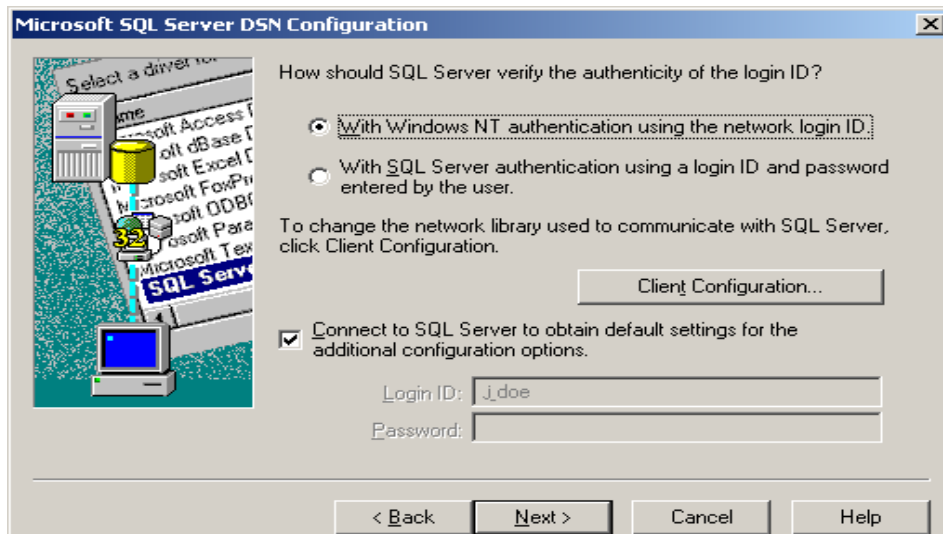
- e) Scroll Down to the bottom of the "Create New Data Source" list, select 'SQL Server', & 'Finish'.



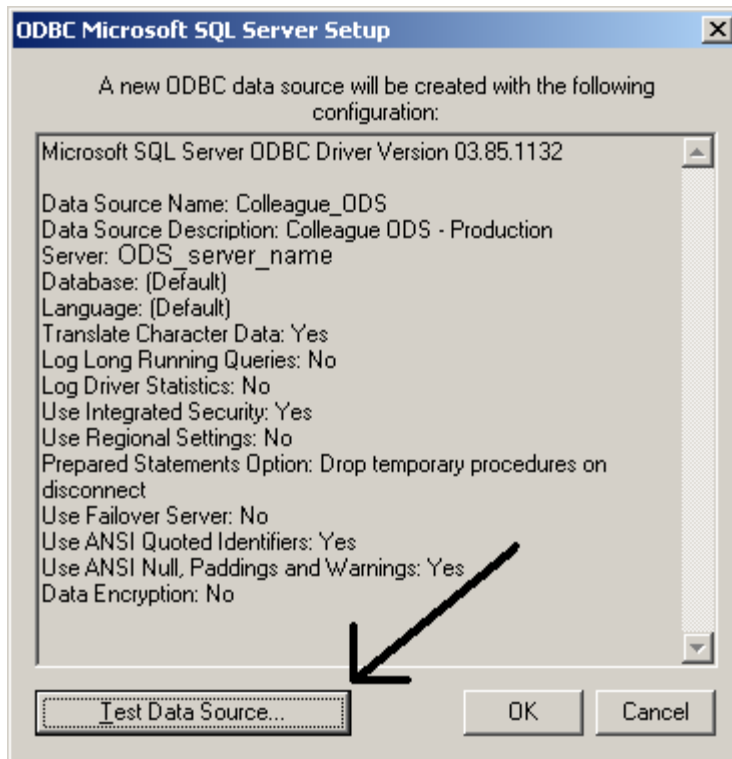
- f) Fill in the fields using your real ODS_server_name.



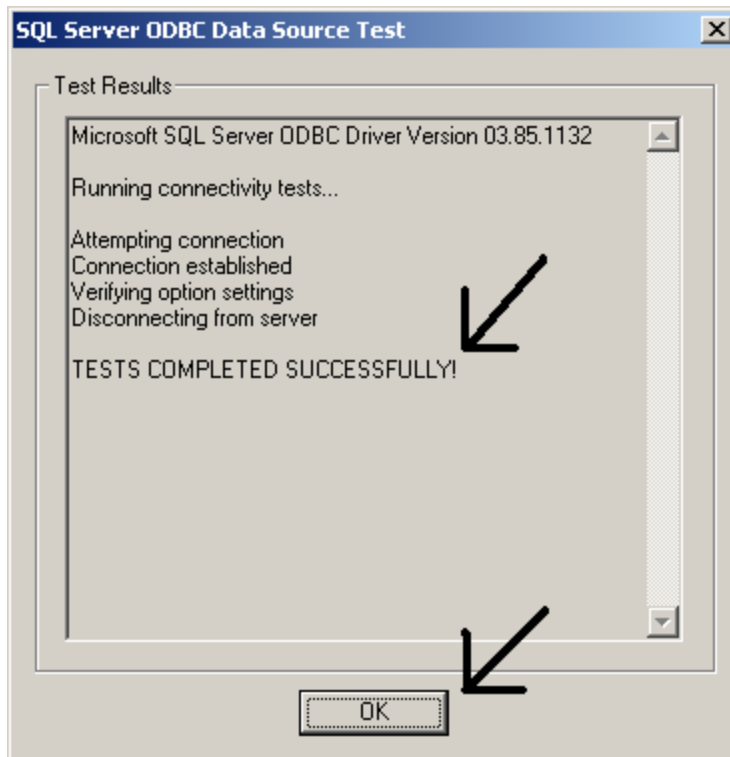
g) Fill in Microsoft SQL Server DSN configuration window.



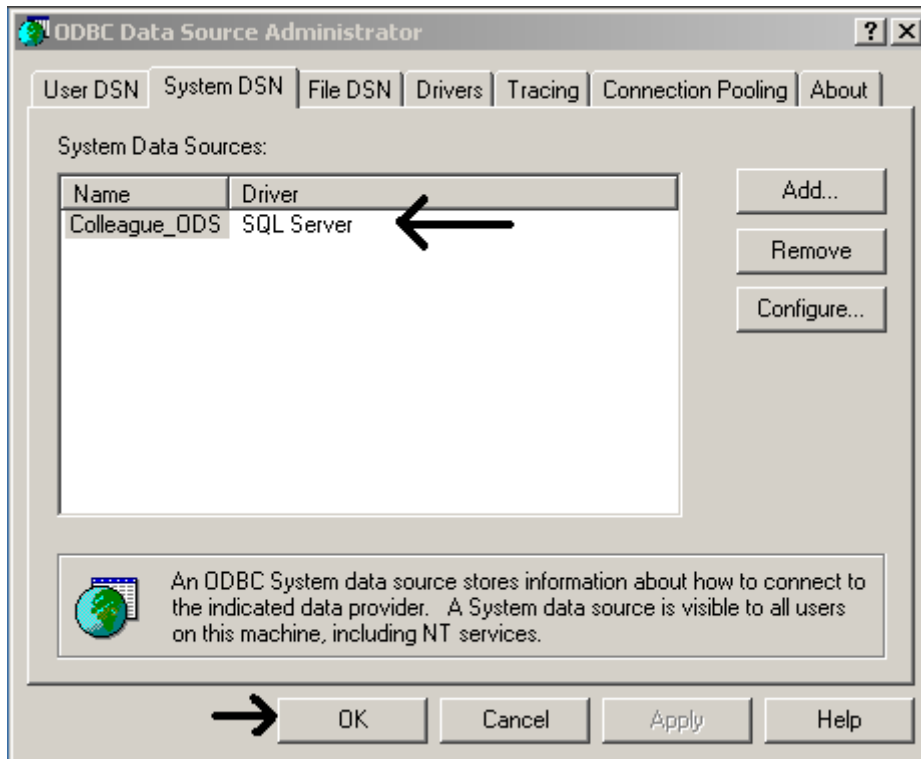
f) Test Data Source.



h) Expect "TESTS COMPLETED SUCCESSFULLY!"

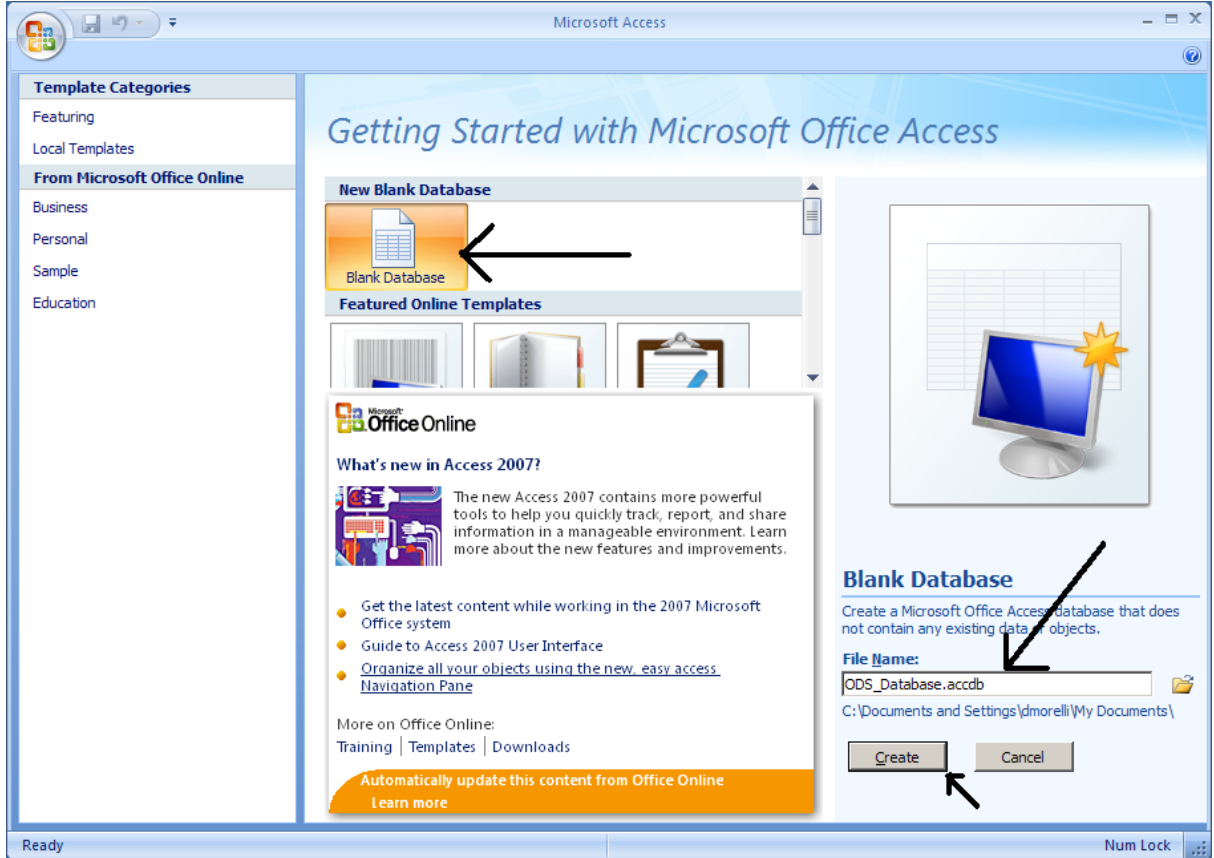


- i) The System DSN tab should now include Colleague_ODS, click 'OK'.

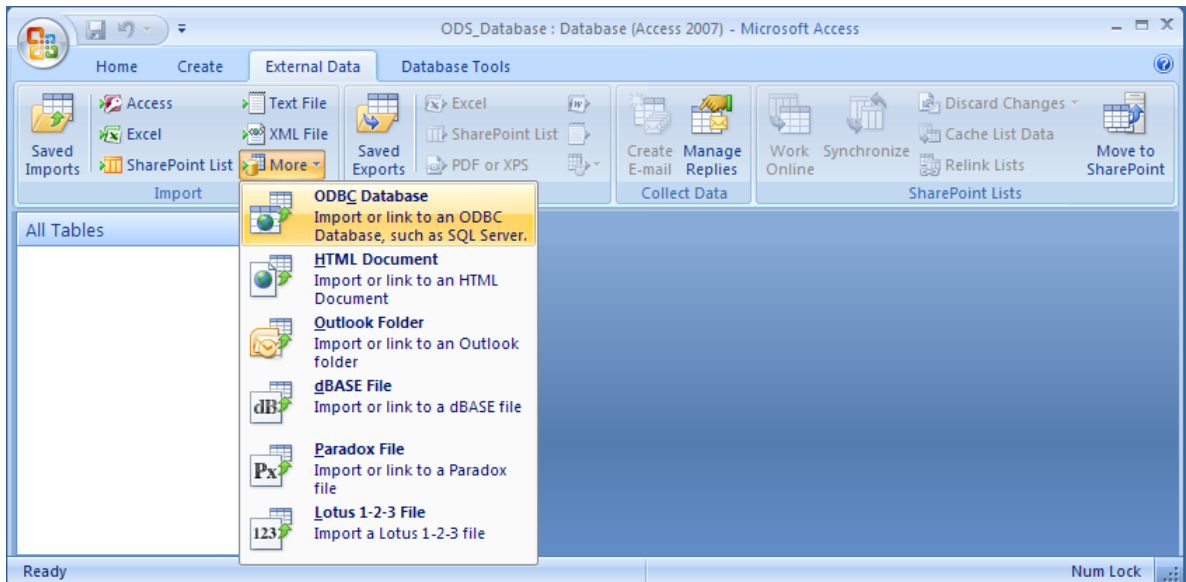


2) Connect Access to ODS via ODBC

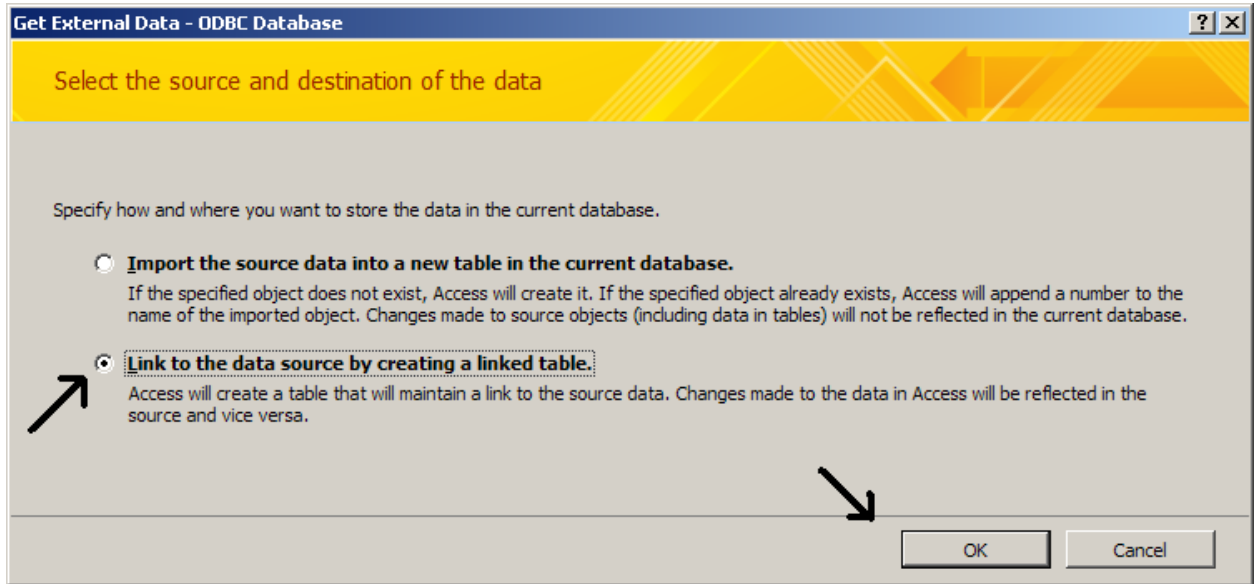
- a) If it does not already exist, open Access application and create an ODS database front end. Or, use any existing Access database.



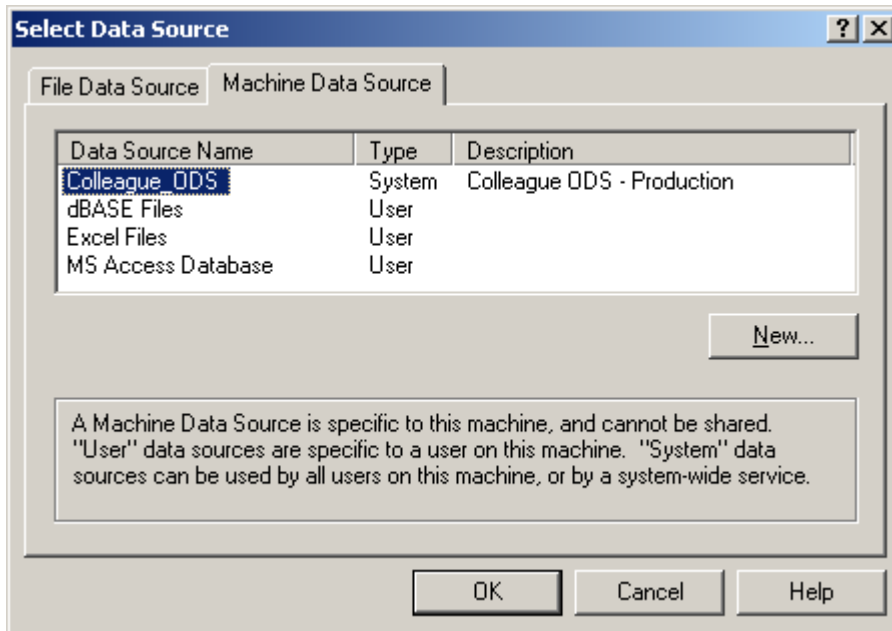
- b) Use External Data tab, select ODBC Database.



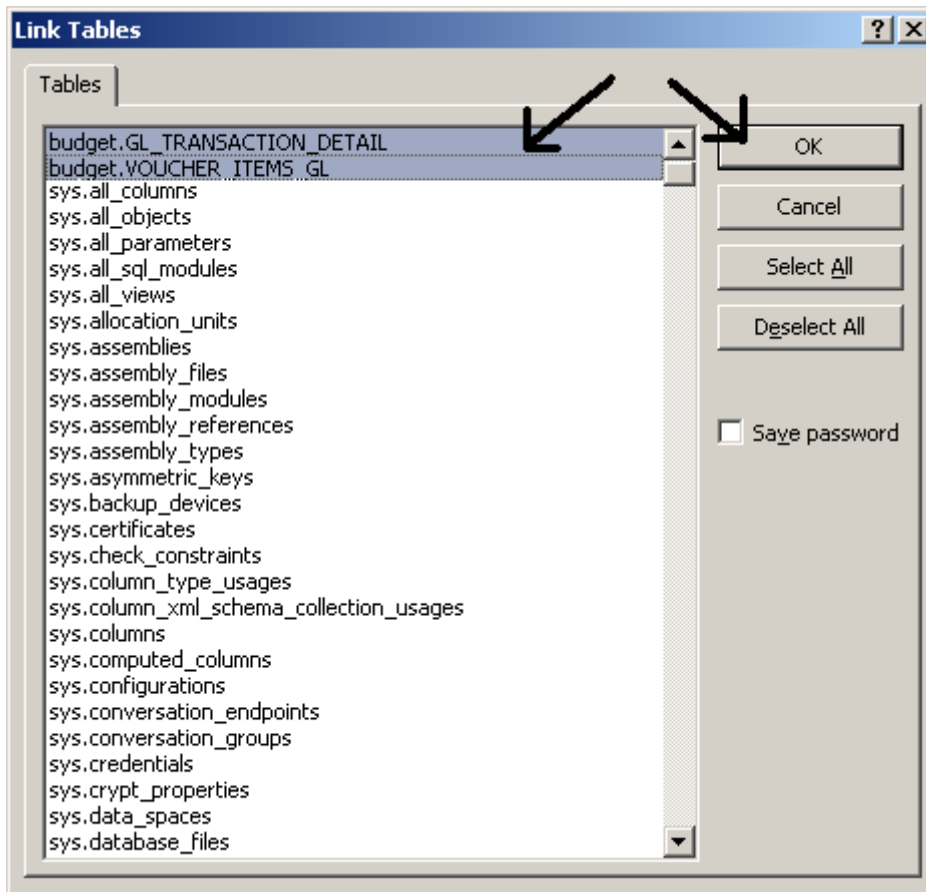
- c) Link to the data source by creating a linked table. Link will use the latest ODS data. Use import to take a snapshot of the data. There are situations that favor each.



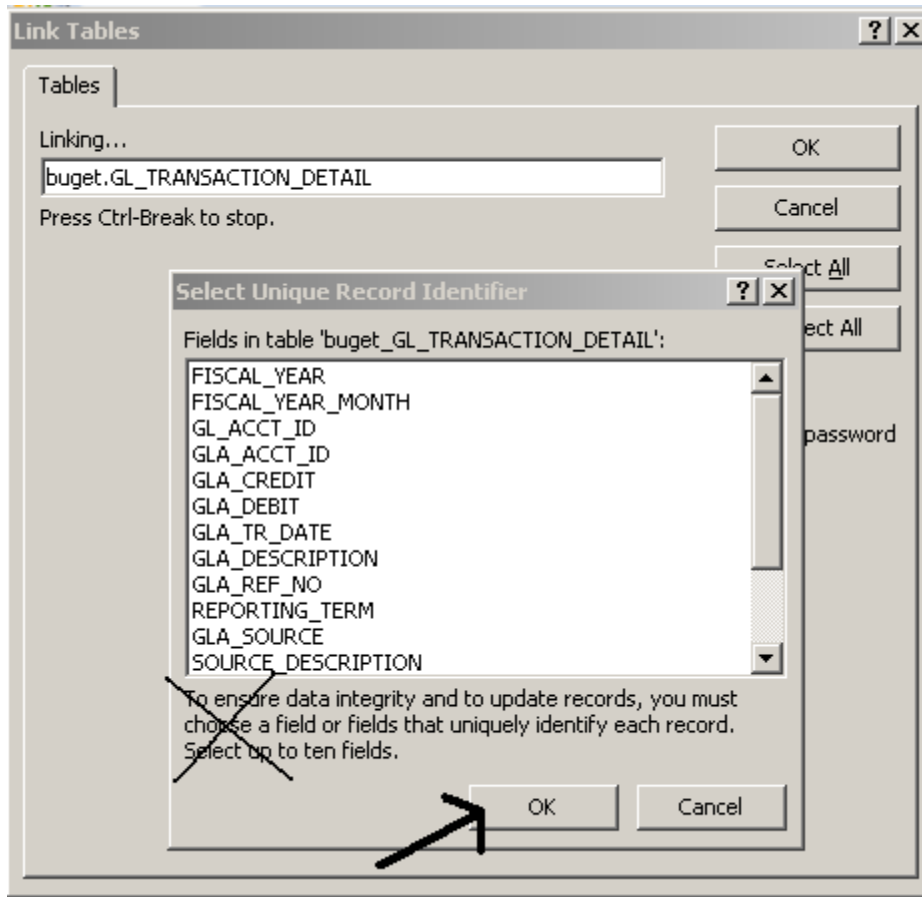
- d) Use Machine Data Source tab, and select the Data Source Name.



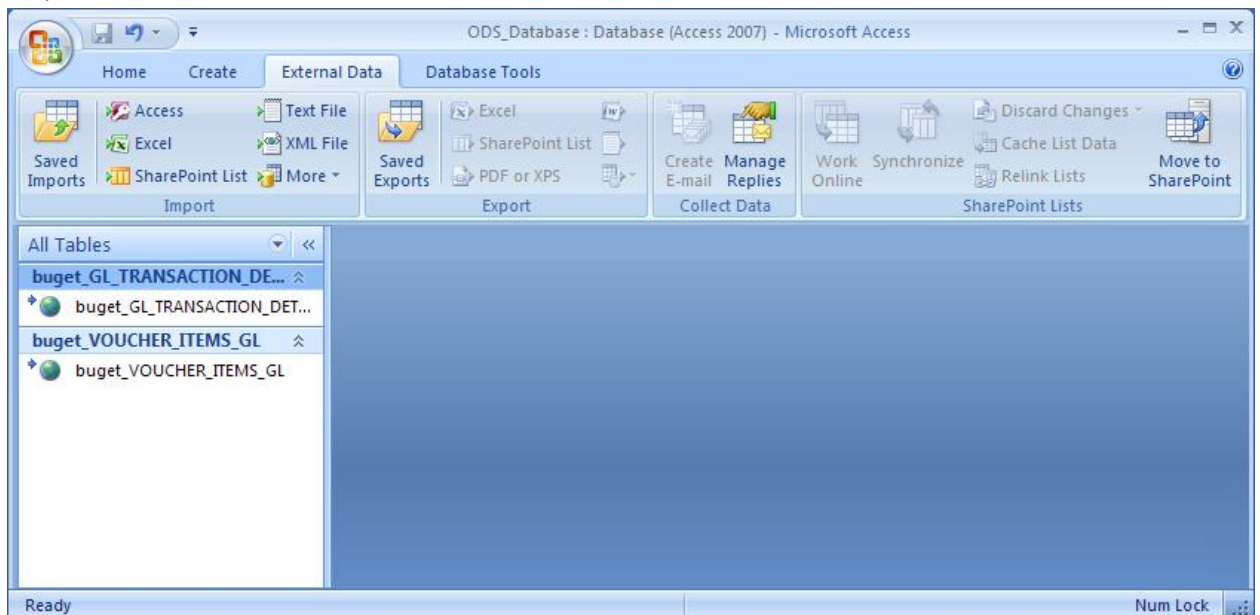
- e) When offered a list of tables, single click each budget table to highlight all of them. Ignore the “sys” tables. I would really like a method to hide the “sys” tables, as they are not used by the users.



- f) Every chosen table will request a Unique Record Identifier. We choose to not do this. As a result there is no record key and we are able to link any field. YMMV.

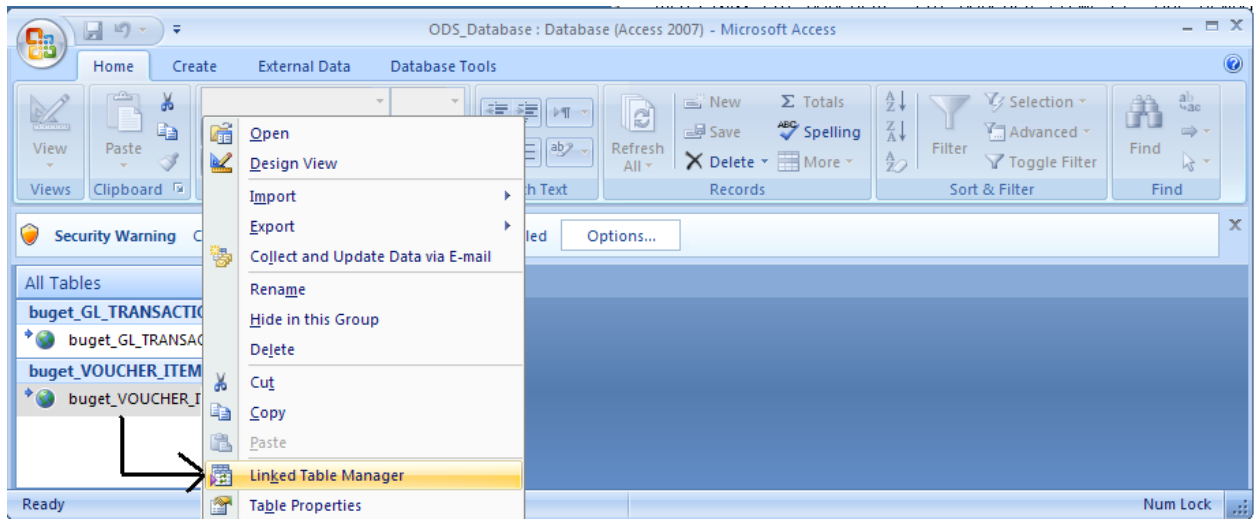


- g) The linked tables are available for Access use, and they refresh every time that they are opened or queried.

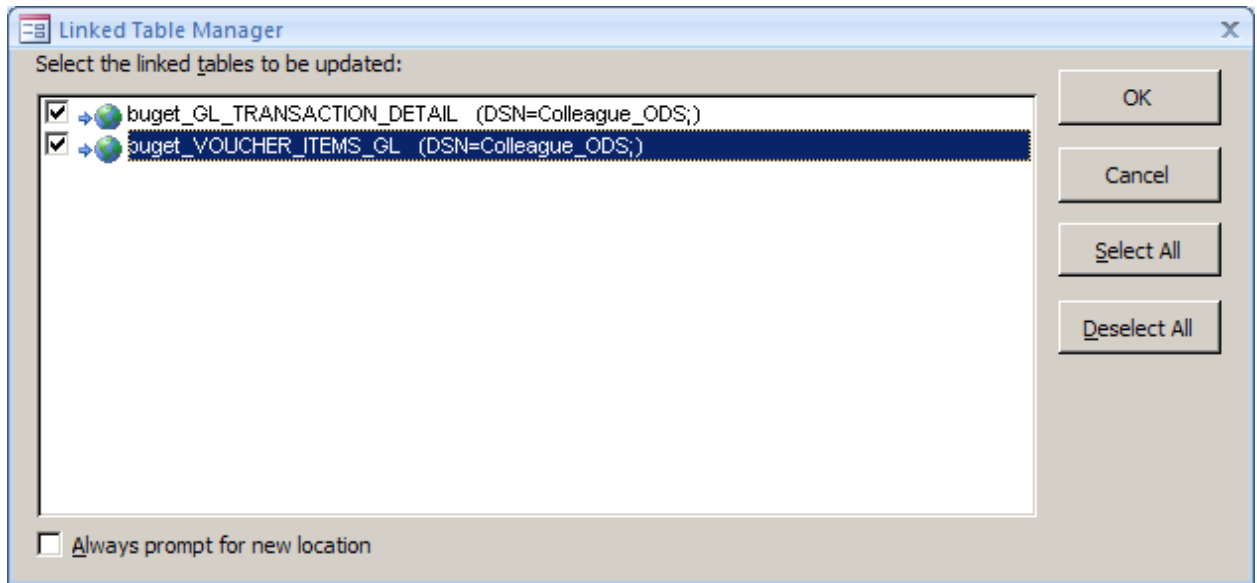


- h) EXCEPT... when a base table has been modified or the system decides to make things difficult. Then it is necessary to refresh the links.

[right click] on one of the tables and select “Linked Table Manager”.



- i) In the Linked Table Manager window select the tables to be updated (usually all of them) and then click “OK”.



After you are informed that the update is complete, close the window. Done. There is a similar function for older versions of Access.