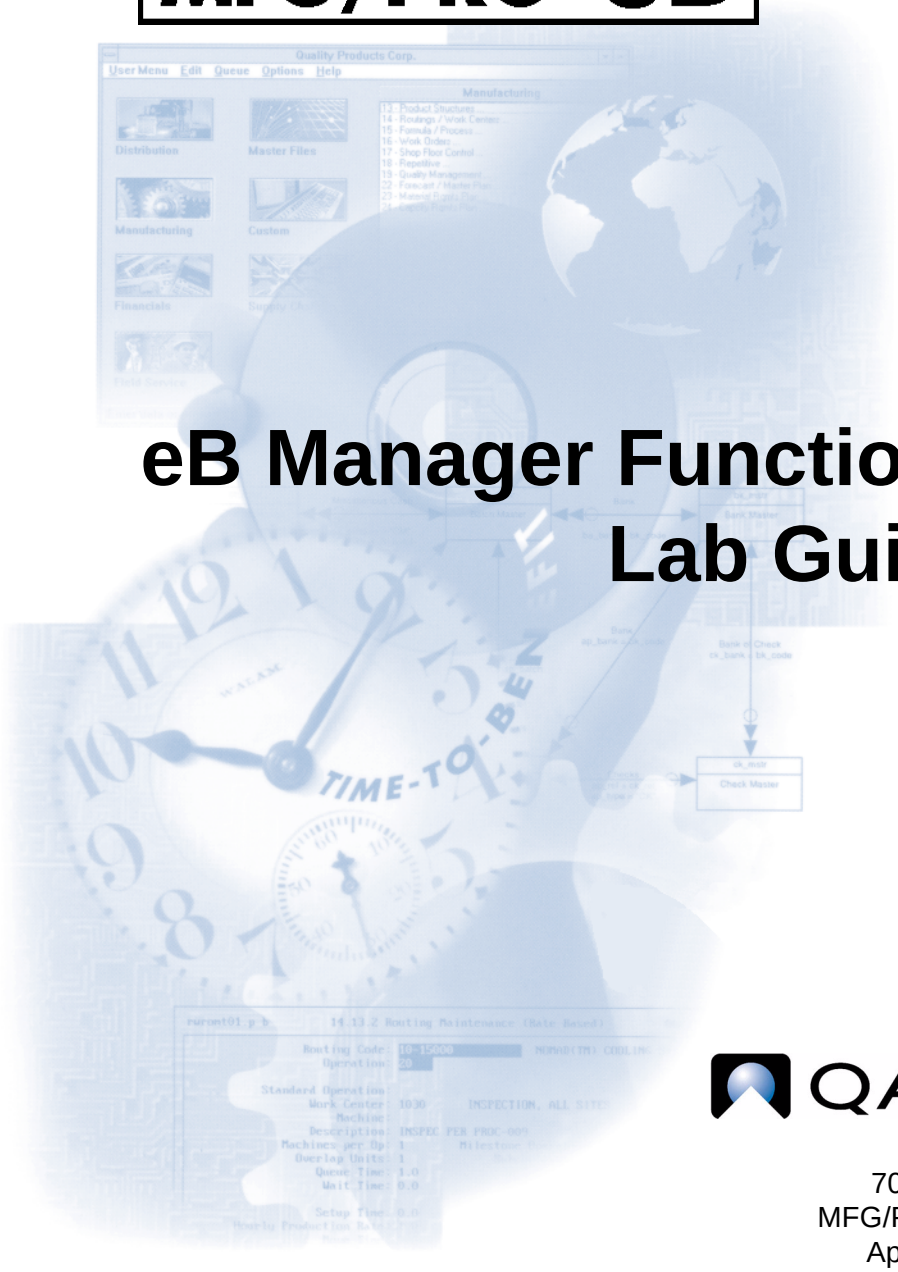
MFG/PRO® eB



eB Manager Functions Lab Guide

QAD

70-2820A
MFG/PRO eB
April 2001

70-2820A

QAD Inc.
6450 Via Real
Carpinteria, California 93013
Phone (805) 684-6614
Fax (805) 684-1890

LearningServices@qad.com
http://www.qad.com/services/learn/

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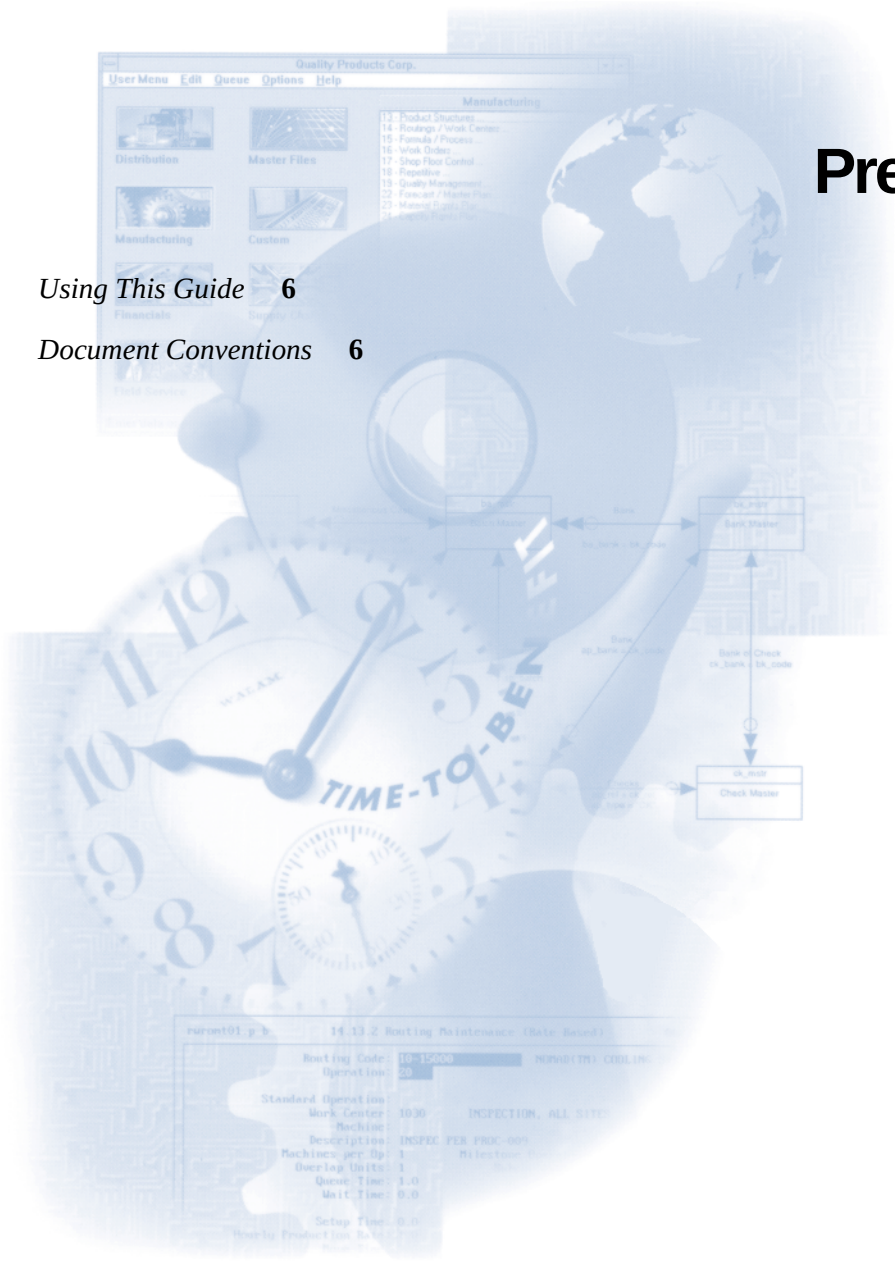


Preface

Using This Guide

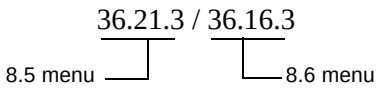
Use this guide to perform MFG/PRO manager functions training labs.

Audience

These instructions are for the MFG/PRO system administrator who manages the MFG/PRO database and is familiar with networking.

Document Conventions

Because this guide covers Versions 8.5, 8.6, 9.0 and eB of MFG/PRO, you may see two menu numbers separated by a slash. The first number is always Version 8.5 and the second is Version 8.6 and beyond.



Command prompts use the conventions listed in the following table.

If you see:	It means:
`monospaced text`	A command or file name.
`italicized monospaced text`	Italicized monospaced text indicates a variable name for a value you enter as part of an operating system command. For example, *`YourCDROMDir`*.
`indented command line`	A long command that you enter as one line (although it appears in the text as two lines).

CHAPTER 1

Manager Functions Labs

This chapter contains the Manager Functions labs.

Lab 1: Checking Fields for Validation

Overview: In this activity, you will test field validation.

1 Select Item Master Maintenance (1.4.1). With your cursor in the Item Number field, select a record by pressing the Down Arrow key. After selecting a record, press Ctrl-F.

The message bar displays:

```
Field name is pt_part. Press space bar to continue.
```

This is the name of the field, as defined by the database definition. Since this message does not contain a line indicating validation, there is no association between this field and a validation program.

2 Press the Spacebar to continue. Move your cursor to the Added field, and press Ctrl-F.

The message bar displays:

```
Field name is pt_added. Password Validation. Press space bar to
continue.
```

The second line shows an association between the field pt_added and the program gppswd.v. The login of the person attempting to modify the date (the pt_added field) is checked against a list of logins allowed to update this field.

Note Originally, everyone has access to this field. Once one record is created showing an acceptable login, all other logins are disallowed automatically.

3 Press the Spacebar to continue. Move your cursor to the Item Type field, and press Ctrl-F.

The message bar displays:

```
Field Name is pt_part_type. Password and Generalized Codes Validation
against field: pt_part_type. Press space bar to continue.
```

This shows the field is tied to multiple validation programs, and the logic of each is ANDed together to determine a user's field update capability.

4 Press the Spacebar to continue. Move your cursor to the ABC Class field, and press Ctrl-F.

The message bar displays:

```
Field Name is pt_abc. Generalized Codes Validation against field:
pt_abc. Press space bar to continue.
```

5 Press Spacebar to continue. Type g in the ABC class field, and press Go.

The following message appears:

```
ERROR:  VALUE MUST EXIST IN GENERALIZED CODES.  Please re-enter.
```

In the next activity, you will make g a valid ABC Class entry.

Lab 2: Setting Up Generalized Codes

Overview: In this activity, you will set up generalized codes for the ABC Class field.

Note All menu references are for Versions 8.5, and Version 8.6 and beyond. For example, the Security Control File in the following lab shows the 8.5 menu number (36.5.24) followed by a slash mark (/), then the Version 8.6 and beyond menu number (36.3.24). Where the menu numbers are the same in both versions, one menu number appears.

1 Select Generalized Code Maintenance (36.3.13/36.2.13), and enter the following

Field	Enter
Field Name	pt_abc
Value	g
Comments	Optional.

2 Select Item Master Maintenance (1.4.1), and place your cursor in the ABC Class field. Type g, then press Go.

This is now a valid entry for the ABC Class field.

Lab 3: Setting Up Type P Security

Overview: In this activity, you will establish the parameters for the system to use for a type P security. See “Security Flow by Types” on page 16 of the *Manager Functions Training Guide.*

1 Select Security Control File (36.5.24/36.3.24).

Note type P is the default Security Option.

2 Enter a three-character prefix in the Session ID Prefix field.

PROGRESS uses this prefix when creating and naming temporary files. PROGRESS creates and uses temporary files for many of its internal operations. These temporary files get created in the directory where you started MFG/PRO. This is the directory where the client startup script was run from (character) or the working directory on the icon used to start MFG/PRO (Windows).

These temporary files can be redirected if the -T startup parameter was used.

Wherever these temporary files are created, they will have the prefix specified in this field, followed by a number.

Note Since all the databases are copies of mfg (mfgtrain, mfgdemo, production, etc.), they all have the same prefix, and use a number from an internal counter, which is initialized at the same value on each. As this may imply, if multiple MFG/PRO sessions are started against different databases, but from the same directory, temporary file name conflicts can overwrite or corrupt other sessions' temporary files. For this reason, you should make the Session ID Prefix unique in each database.

3 In the Timeout minutes field, enter the number of minutes a user's screen can sit idle (without keyboard interaction) before being automatically logged off.

If set to 0 (zero), this option is not activated.

4 In the Password Expiration Days field, enter the number of days a user can use the same password before being prompted to change to a new one.

If set to 0 (zero), this option is not activated.

5 The system prompts:

```
Do you wish to continue?
```

6 Answer Yes.

Note Type P security scheme will never keep any user out of MFG/PRO. Type P security is only as good as the individual menu, account, field, or entity security that you set up.

Test Menu Security

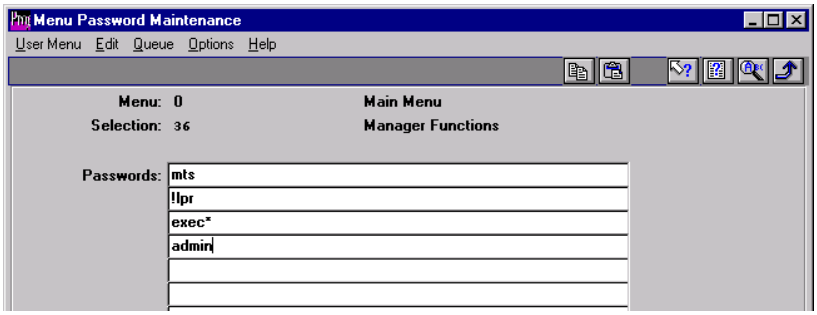
Overview: In this activity you will test menu security. See "Security Flow by Types" on page 16 of the *Manager Functions Training Guide.*

1 Select Item Inventory Data Maintenance (1.4.5).

Do you have access to it?

2 Select Menu Password Maintenance (36.5.1/36.3.1), and enter the following

Field	Enter
Menu	1.4
Selection	5
Passwords	*yourlogin*pw (For example, if your login is sra, you enter *srapw.*)



3 Press Go to accept.

4 Return to the MFG/PRO login screen. Press End, and choose Sign On at the Main Menu.

5 Log in with a password other than yourloginpw.

In the example shown in step 2, it would be a password other than srapw.

6 Select Item Data Menu (1.4).

Does selection 5 (Item Inventory Data Maintenance) show up?

7 Go back to the login screen.

8 Log in with the password, yourloginpw.

Using the example given in step 2, you would login with srapw.

9 Select Item Data Menu.

Does selection 5 (Item Inventory Data Maintenance) show up now?

Lab 4: Setting Up a User and Group

MFG/PRO allows users to be defined, and when these users successfully log in, they become members of a group. You enter the name of the group in the Passwords field on Menu Password Maintenance (36.5.1).

In the previous activity, for menu 1.4, selection 5, you entered the password yourloginpw (e.g., srapw). You verified that logging in with this password granted you access to 1.4.5, and logging in without it denied you access to 1.4.5.

If you switch to type B, the entry of your login password is automatically viewed as a group name. You will then have access to 1.4.5 if your user ID, and/or password, has been set up in User Maintenance and this login causes you to become a member of the group yourloginpw.

The following activities will help you understand how this works.

Overview: In this activity, you will set up a user to be part of a group. See “Users and Groups” on page 20 of the *Manager Functions Training Guide.*

1 Select User Maintenance (36.5.18/36.3.18).

Enter the following

Field	Enter
User Id	*Your-three-initials.*
Language	US (This stands for English.)
User Name	Your name.
User Type	Select Employee.
Restricted	Make sure it is unselected (deactivated).
Grps	ADMIN (The user entered in step 2 is a member of this group.)

2 Press Go to accept the information.

Field	Enter
Password	*Your-three-initials* plus pw. (For example, srapw.)

3 Press Go to accept the password, and then press GO two more times to complete the entry.

Setting Up a Second User

Overview. In this activity, you will set up a second user. See “Users and Groups” on page 20 of the *Manager Functions Training Guide.*

Select User Maintenance (36.5.18/36.3.18), and enter the following: Enter the following:

Field	Enter
User Id	*Your-three-initials*, add a 2 at the end.
Language	US (This stands for English.)
User Name	Your name.
User Type	Select Employee.
Restricted	Make sure it is unselected (deactivated).
Grps	ADMIN2

4 Press Go to accept the information.

Field	Enter
Password	*Your three initials*, plus 2, plus pw. (For example, sra2pw.)

5 Press Go to accept the information, and press End to exit.

Switching to Type B Security

Overview: In this activity, you will switch to type B security. See “Security Flow by Types” on page 16 of the *Manager Functions Training Guide.*

1 Select the Security Control File (36.5.24/36.3.24).

2 Enter B in the Security Option field.

3 Accept the defaults on all the remaining fields.

4 Enter Yes to the prompt.

Testing Type B Security

Overview: In this activity you will now test the new security.

1 Return to the MFG/PRO login screen. Press End and choose Exit. MFG/PRO must quit before changes will take effect.

   You will notice that now you can modify both the user/id and the password field. This is because the B (Both) security keys off the combination of user ID and password. Type P security only keys off the password, and therefore is only prompted for password.

2 Log in as user one.

   For example, srapw (*your-three-initials* [e.g., sra] and password [e.g., pw]).

3 Select Item Data Menu (1.4).

   Does selection 5 (Item Inventory Data Maintenance) show?

   You logged in with the same password currently listed for this menu option (e.g., srapw). *Your-three-initials-pw* is no longer interpreted as a password. It is now interpreted as a group. By your definition, *your-three-initials* and *your-three-initials*-pw assigns the you to group Admin.

Resetting the Passwords

Overview: In this activity, you will reset the Passwords field to include the group Admin.

1 Select Menu Password Maintenance (36.5.1/36.3.1), and enter the following

Field	Enter
Menu	1.4
Selection	5
Passwords	Admin

2 Press Go to accept the data.

3 Logout/login as user 1 (*your-three-initials*, *your-three-initials*-pw).
Do you have access to Item Inventory Data Maintenance (1.4.5)?

4 Logout/login as user 2 (*your-three-initials-2*, *your-three-initials-2*-pw).
Do you have access to Item Inventory Data Maintenance (1.4.5)?

Setting Type U Security

Type U security does not prompt you for anything on the login screen. It simply captures your operating system user ID on UNIX. On NT, the system user ID comes from the progress.svg file. If that user ID is a defined user in MFG/PRO, login will succeed, and the user will be assigned to the group named in the MFG/PRO user definition.

You can experiment with security option U only if one of the following options is true:

- One of the two users you set up (*your-three-initials* or *your-three-initials-2*) is the same user ID you use to log on to the operating system.
- You define another user in MFG/PRO that is the same user ID as your operating system login, and set up a group name in which that user is a member.

If, and only if, one of preceding options is true, then:

1 In Security Control File (36.5.24/36.3.24), reset the Security Option to U.

2 Press Go to accept changes.

3 Exit MFG/PRO.

4 Log in again.

Notice how MFG/PRO does not prompt you for anything, it simply inputs your operating system user ID as your MFG/PRO user ID. If that is a valid MFG/PRO user, you are then granted access to and denied access from functions as defined by the user's group.

Now we will look at each of the six types of security in detail. To accomplish this, we need the system to be set to type B security. (This is the only scheme that prompts us for both user ID and password. It allows us to actively switch the user we are logged in as by inputting a different user ID and password combination.) This will let us test the various types of security readily.

Switching Back to Type B Security

Overview: In this activity, you are going to switch back to type B security.

1. Select the Security Control File (36.5.24/36.3.24).
2. Enter B in the Security Option field.
3. Press Go to save your modification, answer Yes to the prompt, and press End until you exit MFG/PRO.

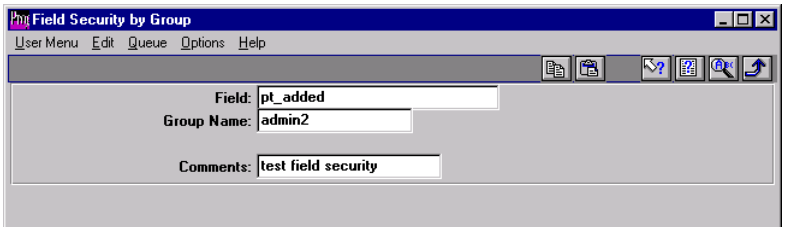
Lab 5: Setting Up Field Security

Overview: In this activity, you will assign field security. See “Field Security” on page 22 of the *Manager Functions Training Guide.*

1. Logout/login as User1 (*your-three-initials*, *your-three-initials*-pw).
2. Select Item Master Maintenance (1.4.1).
3. With your cursor in the Item Number field, use the Down Arrow key to select a record.
4. Move the cursor to the Added field, and press Ctrl-F.

   A message displays, showing you the field name is pt_added and it is password validated.
5. Select Field Security by Group (36.5.7/36.3.7).

   Field Security by Group (36.5.7/36.3.7) is the same as Field Security Maintenance (36.5.4/36.3.4), except it is easier to use when using groups (type B or U security). Field Security by Group simply finds all the members of a group and makes individual records for each member. You could choose to do it individually by using Field Security Maintenance.



6 Enter the field name, pt_added.

7 In the Group Name field, enter the group name, Admin2.

Members of this group will be allowed to update the field. It is the group you are assigned to as User2. Currently, you are logged in as User1, so you should not be able to update the pt_added field.

Note If using Field Security Maintenance (36.5.4/36.3.4), enter user ID.

Checking Field Security

Overview: In this activity, you will test the field security you just assigned. In the Manager Functions Training Guide, see "Field Security" on page 22 of the *Manager Functions Training Guide.*

1 Select Item Master Maintenance (1.4.1).

2 With your cursor in the Item Number field, use the Down Arrow key to bring up a record.

3 Move your cursor to the Added field and change the date.

Are you able to make the change?

4 Logout/Login as User2 and repeat steps 1-3.

Are you able to make the change?

Lab 6: Setting Up Site Security

Overview: In this activity, you will secure a site. You will then test the site security. See "Site Security" on page 23 of the *Manager Functions Training Guide.*

1 Log in as User1 (*your-three-initials*, *your-three-initials*-pw).

2 Select Site Maintenance (1.1.13).

3 With your cursor in the Site field, use the Down Arrow key to bring up site 10000.

4 Modify the Description field.

5 Press Go to accept changes.

6 Press Esc to return to the Main Menu.

7 Select Site Security Maintenance (36.5.16/36.3.16).

8 With your cursor in the Site field, use the Down Arrow key to bring up site 10000.

9 Enter Admin2 in the Groups field.
You are logged in as a member of Admin.

10 Press Go to accept changes.

11 Press End to return to the Main Menu.

12 Select Site Maintenance (1.1.13), and bring up site 10000.
Are you allowed to modify this site?

13 Logout/login as User2 (*your-three-initials*-2, *your-three-initials*-2-pw [Admin2]).

14 Select Site Maintenance (1.1.13), and bring up site 10000.
Are you allowed to modify this site now?

15 Select Site Security Report (36.5.17/36.3.17).

16 Leave all fields blank, click on Print, and enter Terminal as the Output device.
Can you find this site? Is it secured?

Lab 7: Setting Up Entity Security

Verifying Entities

Note Before we begin, make sure you are logged in as user 1 (*your-three-initials*). If you are not, exit to the login screen and re-login using *your-three-initials*, with the password (e.g., *your-three-initials*-pw).

Overview: By default, all users have access to all entities. In this activity, you will see what entities are available to you. To do this, first verify at least three entities exist on your system. See “Entity Security” on page 24 of the *Manager Functions Training Guide.*

1 Select Entity Code Maintenance (25.3.1).

2 In the Entity field, do a lookup browse to display a list of entities.

3 Choose one of the following:

a If there are at least three entities, make note of the entities here

_____

b If there are less than three entities, create new entities until you have three (named 1000, 2000, and 3000). For each new entity, enter the following

Field	Enter
Description	Optional
Primary Entity	No
Currency	USD
Post Translation Adj to (BM)	Bal Sheet
Posting Audit Trail Page Nbr	0

4 Press Go to accept the data.

Verifying Access

Overview: In this activity you will be verifying your access to the three entities.

1 Select Current Entity Change (25.1).

2 In the Change Default Entity To field, enter an entity different from the entity shown in the Current Default Entity field (located in the top frame).

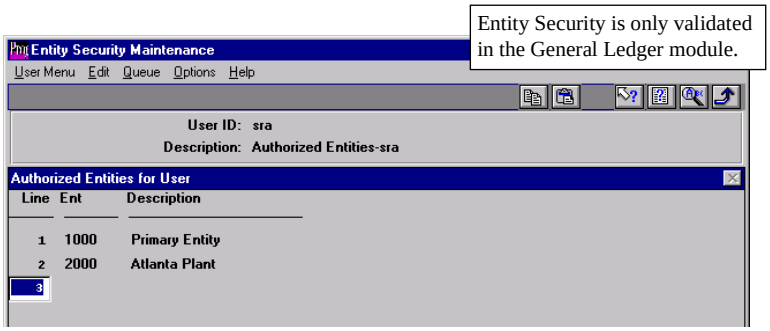
For example, your three entities are 1000, 2000, and 3000. If Current Default Entity is 1000, you would enter 2000 in the Change Default Entity To field.

3 Press Go to accept the entity change.

If your change was accepted, the current default entity switches to the newly entered entity.

4 Repeat steps 2 and 3 with the last available entity.

5 Change the current entity back to the original entity, 1000.



Securing Entities

Overview: In this activity, you will secure the entities. See “Entity Security” on page 24 of the *Manager Functions Training Guide*.

1. Select Entity Security Maintenance (36.5.13/36.3.13).
2. Enter *your-three-initials* (e.g., sra) in the User ID field.

   Note the description defaults to Authorized Entities—*your-three-initials*. As this description indicates, you will be entering the names of the entities to which you are allowed access.
3. Press Go to advance to the next window.
4. Starting on line 1, in the Ent field, enter the entity you want to access.

   Start with your current default entity (1000). Notice the entity description displays. The cursor moves to the next line.
5. Repeat step 4 for the second entity (2000).

   Make no authorization entry for the third entity (3000). Remember, you are logged in as User1 (*your-three-initials*).
6. Press End to return to the top window.
7. Press End to exit.

Determining Access

Overview: In this activity, you will determine what you can access.

1. Select Current Entity Change (25.1).
2. Switch from your Current Default Entity (e.g., 1000) to the second entity (e.g., 2000).

   Did the system allow the switch?
3. Switch from the second entity (e.g., 2000) to the third entity (e.g., 3000).

   Did the system allow the switch?

Determining Access as a Different User

Overview: In this activity, you logout/login as User2 (*your-three-initials-2*).

1 Return to the MFG/PRO login screen. Press End and choose Sign On.

2 Log in as user 2 (*your-three-initials-2*, *your-three-initials-2*-pw).

This user does not have any entity security set up.

3 Select Current Entity Change (25.1).

4 Switch from the current entity to another entity.

Does the system allow the change?

Note Entity security is not started for any user until the first authorized entity record is created for a user (User1). Once one record is created, all other users are denied access until a specific authorization entity is created for all other users.

Lab 8: Setting Up GL Account Security

Overview: In this activity you will check account security.

1 Verify you are logged in as User1 (*your-three-initials*, *your-three-initials*-pw).

2 Select GL Account Security Maintenance (36.5.9/36.3.9).

3 In the Account field, enter 1040.

4 In the Security Groups field, enter Admin.

Members of this group can use the account code entered in step 3. Remember you are logged in as User1, a member of group Admin.

5 Press Go to accept data.

6 Press End until you reach the Main Menu.

7 Select System/Account Control File (36.1). Verify GL Accounts should be set to Yes. If it is not, set to Yes.

8 Press Go until the “Sales Account” screen appears.

9 Change the Receivables account code to 1040, as well as any blank account fields.

10 Press Go to accept changes.

11 Logout/login as User2 (*your-three-initials-2*, *your-three-initials-2*-pw [Admin2]).

12 Select System/Account Control File (36.1). Verify GL Accounts should be set to Yes.

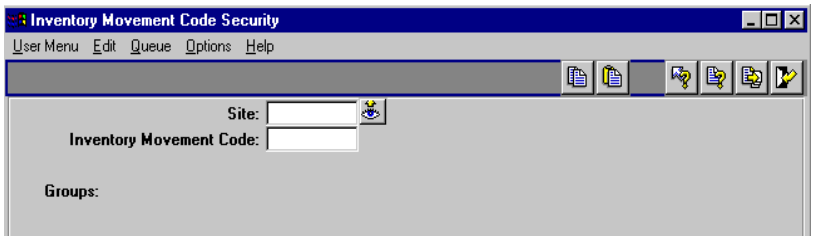
13 Press Go. The second window appears.

14 Change the Sales account code to 1040.

Did it accept the change?

Lab 9: Setting Up Inventory Movement Code Security

1 Choose Inventory Movement Code Security (36.3.11).



2 Assign or modify access rights to users/groups by entering the appropriate data in the following fields.

Site. This field is used in conjunction with the Inventory Movement Code field to determine whether a given user (defined in the Groups field) has access to the specified inventory movement code at the site entered. Enter an existing site code, up to eight alphanumeric characters.

Inventory Movement Code. Enter a valid inventory movement code to be secured at the defined site. It is used in combination with the Site field to determine whether a given user has access to the inventory movement at the site.

3 In the Groups field, specify the users/groups who are granted or denied access.

- [*user/group name*]: Grants access to the individual or group. Separate multiple entries with a comma. For example, User1, User2, Group1.
- (Exclamation point)[*user/group name*]: Denies access to an individual or group. Separate multiple entries with a comma. For example, !User1, !User2, !User3.
- A blank entry grants access to all users.

- An asterisk (*) can be used as a wildcard for group selections. For example, Group* selects all user groups that begin with Group.
- If a user belongs to both a group granted access and a group denied access, the user is denied access.

4 To delete a user/group, select the appropriate user/group and press Delete.

5 Save your changes.

Deleting Inventory Movement Code Records

1 Choose Inventory Movement Code Security (36.3.11).

2 Enter the site and inventory movement code combination you want to delete in the Site and Inventory Movement Code fields, and press Go.

3 Press Delete. The selected inventory movement code security record is deleted.

Lab 10: Using Menu System Maintenance

Overview: In this activity, you will customize a menu by adding a new menu item.

1 Select Menu System Maintenance (36.7.4/36.4.4), and enter the following

Field	Enter
Language ID	A language code, or accept the default.
Menu	36

2 Press Go to advance to the next window.

3 Enter the following

Field	Enter
Sel	8 (Version 8.5) or 9 (Version 8.6 and beyond)
Selection Label	*Your-three-initials* - Test Menu Item. The description also appears on the program heading.
Name	*Your-three-initials*
Exec File	ppptmt.p
Help File	ppptmt.hlp

4 Press Go, then press End until you exit.

5 Select Manager Functions menu (36).

Does your label appear?

6 Select your newly added item.

Does Item Master Maintenance display?

7 Press End to exit.

8 On the menu line, type *your-three-initials*.

Does the same program run?

This is because you entered your-three-initials in the Name field (step 2) of the menu entry. This is a shortcut name that you can use to call this program.

Lab 11: Setting Up Hot Keys

Overview: In this activity, you will set up hot keys.

1 Logout/login as User1 (*your-three-initials*, *your-three-initials* plus pw).

2 Select User Function Maintenance (36.7.11/36..4.11), and enter the following.

Field	Enter
User ID	Your user ID.
Function Key	Any number greater than 12.
Sequence	Leave this field blank.
Menu	36.19/36.24
Selection	1

Note The Execution File fills in, as well as the label, but you can overwrite the labels if wanted.

3 Press Go.

Note Since you set up the hot key for your own user ID, the list is immediately available on character clients. For GUI clients, you must exit and log back on before you can use the hot key list.

4 Press F6 (character), or User Menu (GUI).

Is the list available?

5 Logout/login as User 2.

6 Press F6 (character), or User Menu (GUI).

Which list is available now?

Lab 12: Creating Custom Field Help

Identify the Field and Procedure Names

Overview: In this activity you will get the field name and procedure name to use in creating custom help. All students can perform this activity.

1 Select Item Master Maintenance (1.4.1). Move your cursor to the UM field.

2 Request field help by pressing the Help key.

Note how the text starts.

3 Close the field help. Press Ctrl-F to see the field name for the UM field.

The message bar displays:

```
Field name is pt_um. Press space bar to continue.
```

4 Press the Spacebar to continue.

5 Request procedure help by pressing Shift-Help.

Note the how the text starts.

6 Press the Spacebar to continue.

7 To get the program name, do one of the following:

a Select Help from the Menu bar. Then with the Help menu open, choose About.

b Press Ctrl-F1.

8 The program name and its sub-directory is shown on the display. Record the program name here: _____

The .r file is the compiled counterpart of the .p program. The system always searches the entire propath to find a .r file before it resorts to run-time compiling the .p program. (Propath is the list of directories searched to find PROGRESS programs.)

The .r code is maintained in a sub-directory named using the first two letters of the .r program. This sub-directory is under a language sub-directory (for example, us) if the system is post-8.5 or is a multi-language release.

Entering Custom Field Help

Overview: In this activity, you will create custom field help. Only one student can perform this activity.

Note Use User Interface Profile (36.20.4) to turn Windows help off.

1 Select Field Help Maintenance (36.7.13/36.4.13), and enter the following

Field	Enter
Language	A language code or accept the default (on single language systems).
Calling Field	pt_um
Calling Proc	Leave blank.
Text	This is test field help.

2 Press Go to process the update. Then press End to exit.

Lab 13: Creating Custom Procedure Help

Overview: In this activity, you are going to create custom procedure help. Only one student can perform this activity.

1 Select Field Help Maintenance (36.7.13/36.4.13), and enter the following

Field	Enter
Language:	A language code or accept the default.
Calling Field:	Leave blank.
Calling Proc:	ppptmt.p
Text:	This is test procedure help.

2 Press Go to process the update. Then press End to exit.

Viewing Custom Help

Overview: In this activity, you will view the custom help. All students can perform this activity.

Note Use User Interface Profile (36.20.4) to turn Windows help off.

1 Select Item Master Maintenance (1.4.1). Move your cursor to the UM field.

2 Request field help by pressing Help. Note how the text starts.

3 Request procedure help by pressing Shift-Help. Note how the text starts.

Everyone can see the custom changes because everyone is using the mfghelp database in multi-user mode, as a shared database. Each person has their own copy of the main MFG/PRO database, and each person is accessing those databases individually, despite having started in multiuser mode.

Lab 14: Setting Up a Scrolling Window Display

Overview: In this activity, you will learn how to set up a scrolling window display.

1 Select Item Master Maintenance (1.4.1).

2 Select a record, and press Go three times.

Note Press Ctrl-F on the field value and write down the field name displayed in the message line at the bottom of the screen.

3 Select Window Help Maintenance (36.7.21/36.4.21). In Field, type pt_abc.

This is the name of the field you want to display the scrolling window you are creating.

Calling Procedure Field is to be left blank fo rths

Note In the Calling Procedure field, type the calling procedure you must be in for the scrolling window to display.

By completing both the Field and Calling Procedure fields, you are stipulating that the procedure generating the display only runs for that field (Field) when it is called from within a certain program (Calling Procedure).

For example, the field pt_abc is used in several MFG/PRO programs. By stipulating the calling procedure, you can create individual scrolling windows for the pt_abc field. Which scrolling window displays depends on the program you are in when you call the scrolling window.

4 Complete the remaining fields by entering the following

Field	Enter
Description	Description you want to use as the header of the scrolling window.
Procedure To Execute	swcode.p
Window Starts At Row	Accept the default of 7.
Lines In Window	Accept the default of 6.

5 Press Go to commit.

6 Select Item Master Maintenance (1.4.1). With your cursor in the Item Number field, use the Down Arrow key to select a record.

7 Move your cursor to the ABC Class field.

8 Press Alt-F2.

A scrolling window displays, listing all the values set up in generalized codes for this field. Does it have the description you entered in step 5?

If the ABC Class field contained a value, the value at the top of the scrolling window will be as close as possible (alphabetically) to the value in the field when you pressed Alt-F2. Scroll up/down; there may be more values above or below what is in view.

Lab 15: Setting Up a Printer

Overview: In this activity you will set up a basic Hewlett-Packard printer.

1 Verify that your printer type is defined in Printer Type Maintenance.

2 Select Printer Setup Maintenance (36.13.2), and enter the following.

Field	Enter
Output to	*Your-three-initials*
Destination Type (eB or later)	*Leave Blank*
Printer Type	HP Laser
Device Pathname	(supplied by instructor)

3 Press Go to finish.

Lab 16: Creating and Running a Batch Job

Overview: In this activity, you will process a batch job that begins with setting up a batch ID and goes through processing the batch reports.

1 Select Batch ID Maintenance (36.15.1/36.14.1), and enter the following

Field	Enter
Batch ID	*YourNameID*
Permanent	Yes
Note: This means the batch ID is reusable.	
Priority	0

Note Priority controls when this batch ID process will run, compared to other batch ID processes you have scheduled. Requests with a priority of 0 (zero) are executed last.

2 Press Go, and End to exit.

3 Select Batch Request Detail Report (36.15.4/36.14.4), and enter the following

Field	Enter
Batch ID	Daily
To	Weekly

4 Click on the Print button, and select the Output to File box.

5 Select the batch ID *yournameid*.

6 Press OK and sepcify the output file name. Press OK.

7 You will see the job queued for batch processing. Select Exit.

8 Select Master File Audit Detail Report (36.11/36.17.2), and enter the following:

Field	Enter
File	mnd_det
To	mnd_det

9 Click on the Print button and select the Output to File box.

10 Select the batch ID *yournameid*.

11 Press OK, and specify a different output file name. Press OK

12 You will see the job queued for batch processing. Select Exit.

13 Select Batch Request Detail Maintenance (36.15.3/36.14.3). With your cursor in the Batch ID field, use the arrow keys to scroll through the batch requests you created under the batch ID YourNameID.

You can change the remaining fields if needed. The Run Date and Run Time fields are blank because no processes have been run.

The batch requests you queued display.

14 Select Batch Request Processor (36.15.13/36.14.13). To execute the batch process, in the Batch ID field, enter your batch ID, and YourNameID. Press Go.

The report criteria window appears as MFG/PRO runs the reports. Afterward, the Batch Request Processor window reappears.

15 Select Exit to Operating System (36.19.1/36.24.1).

To verify the reports were processed, list the files in the working directory. Look for the report files you just created, including YourName1.prn and YourName2.prn.

Lab 17: Using the CIM Data Load

Creating CIM Input File Template

Overview: In this activity, you will select a program and determine which fields you want to use as input data for a CIM input file.

1 Select Item Master Maintenance (1.4.1).

2 Determine the following:

a Which fields are required.

You must include at least the required fields in your input file to create a valid record according to the ppptmt04.p program. Of course, you can update other fields.

b Which fields must be followed by Go.

c Which field(s) are validated against generalized codes. If they are, what is a valid value?

For example, in the second window, press Go before you enter any data. The system displays:

```
ERROR: PRODUCT LINE MUST EXIST IN pl_mstr. Please re-enter.
```

This error message tells you the Product Line field is required. Your CIM input file must contain a value for this field. (You can use a look-up browse to see a list of values.)

3 Continue creating the test record using this process, recording your findings, and creating a template of how the actual CIM file will be structured. For example, you may determine the CIM file will look like:

```
@@batchload ppptmt04.p
"999"
"EA" "CIM Test Item"
"1000" "01/01/99" - "process"
@@End
```

This file is one record, in one group. The following file contains two records, in one group:

```
@@batchload ppptmt04.p
"999"
"EA" "CIM Test Item"
"1000" "01/01/99" - "process"
"333"
"EA" "CIM Test Item"
"1000" "01/01/99" - "process"
@@End
```

This last file creates three records, using two groups:

```
@@batchload ppptmt04.p
"999"
"EA" "CIM Test Item"
"1000" "01/01/99" - "process"
"333"
"EA" "CIM Test Item"
"1000" "01/01/99" - "process"
@@End
@@batchload ppptmt04.p
"555"
"EA" "CIM Test Item"
"1000" "01/01/99" - "process"
@@End
```

Once your template is complete, you can create the CIM input file, and load and/or process the records.

Creating a CIM Input File

Overview: In this activity, you will create a CIM input file.

1 Select Exit to the Operating System (36.19.1/36.24.1), and press Go.

2 Edit a new file named `cim.dat` in your working directory.

3 Create a CIM input file containing the following criteria

Criteria
One Group
One Record
Populate All Mandatory Fields
Populate First Description Line
Populate Status
Populate Drwaing
Populate Revision

4 Save the file, and return to MFG/PRO by typing:

```
exit
```

Loading the CIM Input File

Overview: In this activity, will load the CIM input file you just created.

1 Select CIM Data Load (36.17.1/36.15.1), and enter the following:

Field	Enter
Input from File or Continuous Process (F/C):	File
Input File/Continuous Process Name:	cim.dat

2 Press Go.

The system loads the input file. The number of records/groups appears in the Batch Data Load Groups Entered field. A system-assigned group ID appears in the Group ID field. (A group is defined by a set of `@@batchload` and `@@end` in the input file.)

Note the group ID(s). _____

Note In post-Version 8.5 systems, loading can be accomplished using CIM Load Processor (36.17.2/36.15.2). There is an option that processes directly from the file, skipping the need to load the file separately.

Processing the Input Data

Overview: In this activity you will process the input data you just loaded.

1 Select CIM Data Load Processor (36.17.2/36.15.2).

2 Specify the group ID number in the Group Id and To fields. (If you loaded a CIM file with multiple groups, specify a range.) Skip the remaining fields. In the Output field, specify a file name (for example, cimout).

The system appends a .prn extension and displays the warning: The output device is not a defined printer.

3 Press Go, and review the CIM data load report output file (cimout.prn).

4 Open Item Master Maintenance (1.4.1), and find the item number(s) you loaded.

Verify that the data appears in the correct fields, as specified in the same CIM input file.

Lab 18: Delete and Archive

Deleting and Archiving an Item Record

Overview: In this activity, you will delete and archive an item record.

1 Select Product Structure Delete/Archive (13.23).

2 In the Product Structure Delete/Archive window, enter the following

Field	Enter
Parent Item	01-0001
Delete	No
Archive	No

3 Press Print.

4 In the Printer Options window, select window in the Output field and press OK.

The report shows that parent item 01-0001 and its component items would have been deleted.

5 Press Esc.

6 In the Product Structure Delete/Archive window, set the Delete and Archive fields to Yes.

7 In the Archive File field, note the name of the `.hst` file where your information will be archived. For example, `ps980727.hst`.

8 Press Print. Set the Output field to window, and Press OK.

The report shows that item 01-0001 and its component items have now been deleted.

9 Press Esc, and return to the MFG/PRO Main Menu.

Verifying a Delete and Archive

Overview: In this activity, you will examine the `.hst` file you created and verify the delete and archive process for item 01-0001.

1 Select Exit to Operating System (36.19.1/36.24.1), and press Go.

2 Examine the `.hst` you created in the previous activity.

3 Return to an MFG/PRO session, and select Manufacturing from the Main Menu.

4 Select Product Structure Code Maint (13.1).

5 Press the look-up button attached to the BOM Code field.

6 In the BOM Code Browse, search for item 01-0001.

Note that item 01-0001 has been deleted and is no longer present in the BOM Code Browse. The corresponding `.hst` file should now be backed up and deleted from your system. If the information is needed, restore the `.hst` file and load it into MFG/PRO using Archive File Reload (36.21.5/36.16.5).

Note Before reloading, client dump and load procedures must be created.

Creating Client Dump and Load Procedures

Overview: In this activity, you will create the client dump and load procedures necessary to reload archived files into MFG/PRO.

1 At any MFG/PRO menu selection line, type:

`utmkdl`

Two procedure files, `dmprocs` (dump procedures) and `ldprocs` (load procedures), are created under your working directory.

Reloading Archived Data

Overview: In this activity, you will reload archived data into MFG/PRO.

1 Select Archive Reload File (36.21.5/36.16.5), and enter the following

Field	Enter
Database Name	Accept the default database.
Archive File Name	Your `.hst` file name.
Allow Errors	No

2 Press Go.

Your `.hst` file records are reloaded into the database.

Verifying an Archived Data Reload

Overview: In this activity, you will verify the reload process by checking for the presence of item 01-001.

1 Return to an MFG/PRO session, and select Manufacturing from the Main Menu.

2 Select Product Structure Code Maint (13.1).

3 Press the look-up button attached to the BOM Code field.

4 In the BOM Code Browse, search for item 01-0001.

Notice that item 01-0001 is again present in the BOM Code Browse.

Lab 19: Dumping and Loading Data in MFG/PRO

Dumping Through MFG/PRO

Overview: In this activity, you will be dumping a single table, prd_det, using the dump/load program in MFG/PRO.

Prerequisites:

- If you have not done so, you must build the dump/load procedures for the Windows client PC. (Dump/load procedures are delivered pre-built with the server media, but they are only used for dumping through a noninteractive batch process.) To create the dump/load procedures, run `utmkdl` from any MFG/PRO menu. This step takes several minutes.

1 View the output to be deleted.

   a Select Printer Setup Maintenance (36.13.2).

   b Press the look-up button attached to the Output To field.

   Note the various printer definitions.

1 Select Database File Dump/Load w/Batch (36.21.4 / 36.16.4), and enter the following

Field	Enter
Database Name	Defaults to physical name of primary database.
Dumpfile Directory	. (*YourWorkingDir*)*
Dump/Load	Dump
File Name	prd_det
To	prd_det
Allow Errors, Log file	These fields are display only.

* This program attempts to append a forward slash (/) to the end of the directory entered here. This is a problem on Windows where a backslash is expected (\). Using your working directory for this class will get around this issue.

2 Press OK at the Continue with Dump/Load prompt, and enter the following

Field	Enter
Output	Window
Batch ID	Leave this field blank

3 Choose Go when ready.

Note The report displays the number of records dumped and dump data file name. To view this file, exit to the operating system and check your working directory.

Preparing the Training Database for Load

Overview: For purposes of this training only, follow these steps to delete the standard printer records from your training database.

Warning Do not perform these steps under normal circumstances. They are only applicable to this training activity.

1 If not start started already, open the PROGRESS Procedure Editor against your training database. To do so, start an MFG/PRO session, select the User Menu, and choose PROGRESS Editor.

2 In the Procedure Editor, type the following program to delete the printer records.

```
for each prd_det: delete prd_det.
```

3 Press Go to run the program.

4 When the program completes, exit the Procedure Editor and return to MFG/PRO.

5 Verify the printer record deletes.

   a Select Printer Setup Maintenance (36.13.2)

   b Press the look-up button attached to the Output To field.
   Note that all the printer records are no longer present.

Loading Through MFG/PRO

Overview: In this activity you will load the prd_det table using the dump/load program in MFG/PRO.

Prerequisites:

- Your dump directory must be created and contain prd_det.d

1 Select Database File Dump/Load w/Batch (36.21.4 / 36.16.4), and enter the following:

Field	Enter
Database Name	Defaults to physical name of primary database.
Dumpfile Directory	. (*YourWorkingDir*)
Dump/Load	Load
File Name	prd_det
To	prd_det
Allow Errors	Yes
Log File	This field is display only.

2 Press OK at the Continue with Dump/Load prompt, and enter the following:

Field	Enter
Output	dlout
Batch ID	Leave this field blank

3 Choose Go when ready.

4 Press the Spacebar to acknowledge the warning that occurs.

A file named dlout is created. This file contains any load output.

5 Verify the printer records load.

a Select Printer Setup Maintenance (36.13.2)

b Press the look-up button attached to the Output To field.

Notice that the printer records are again available.

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