



File Name	Run Your SQR_CSRPT.doc
Date Modified	5/29/2008
Last Changed by	ASDS

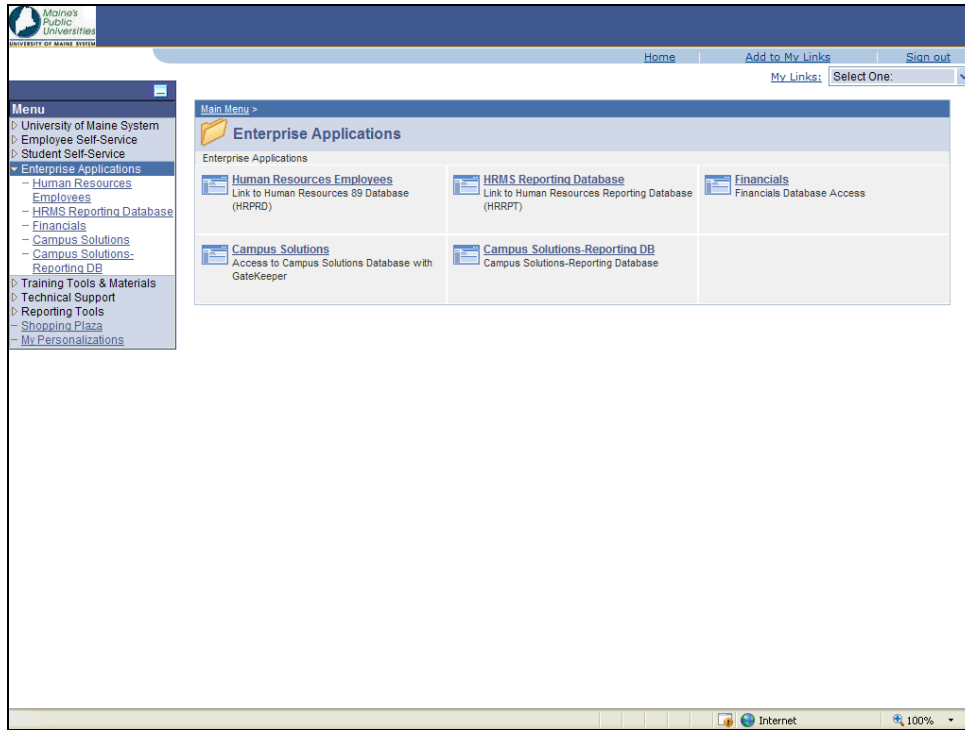
Run Your SQR_CSRPT



Navigation



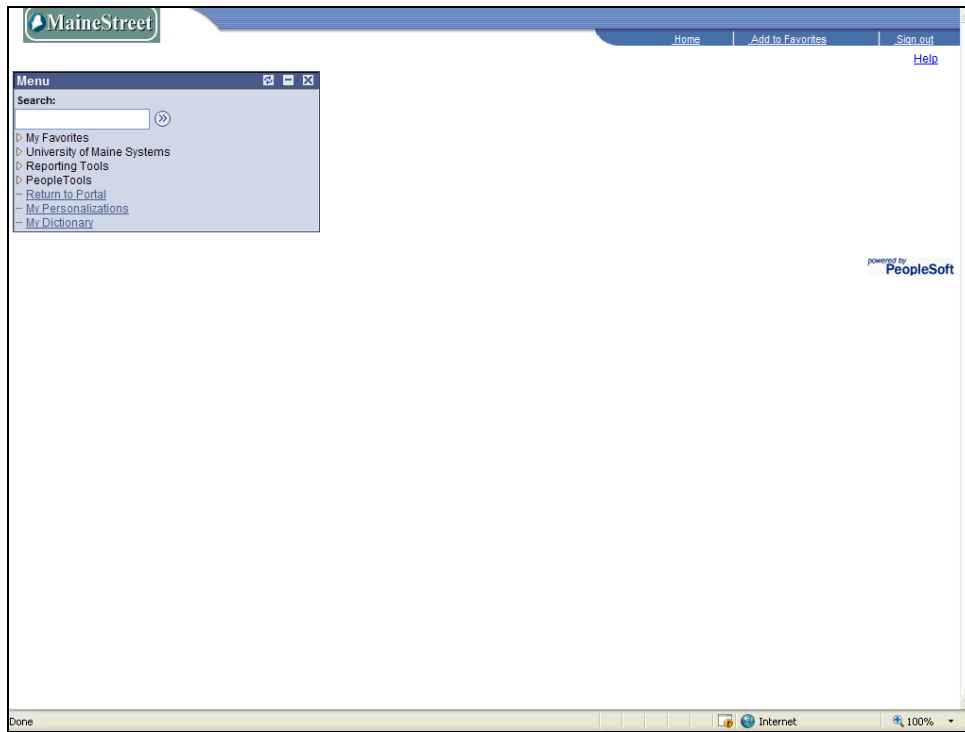
Step	Action
1.	Click the Enterprise Applications link. Enterprise Applications



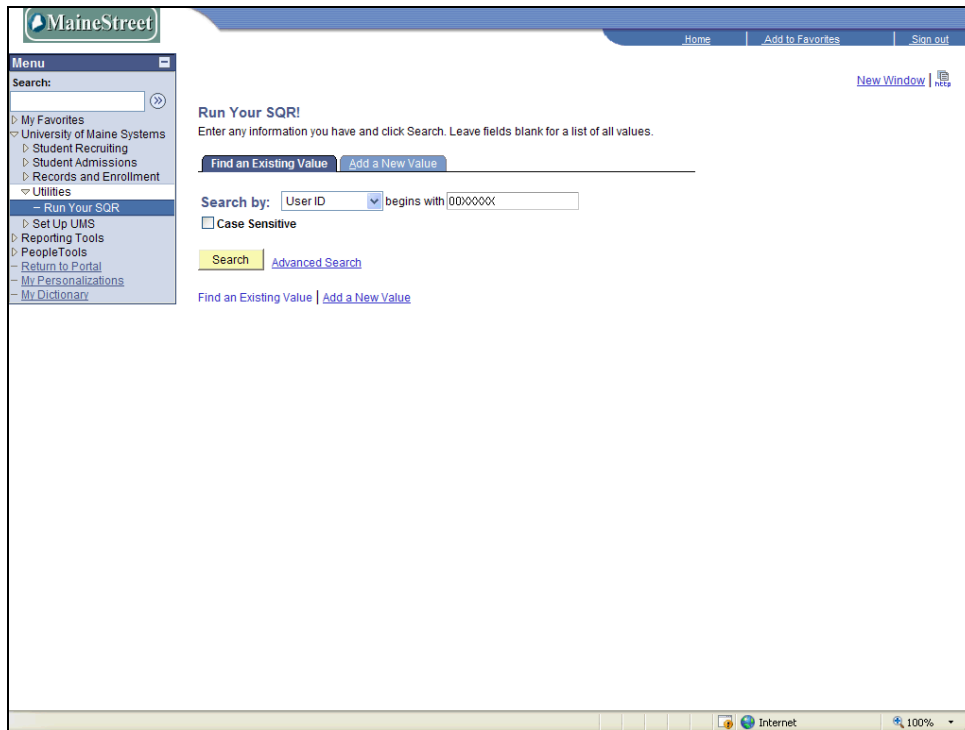
Step	Action
2.	Click the Campus Solutions-Reporting DB link. 

Process Document

Reporting for Campus Solutions: Run Your SQR_CSRPT



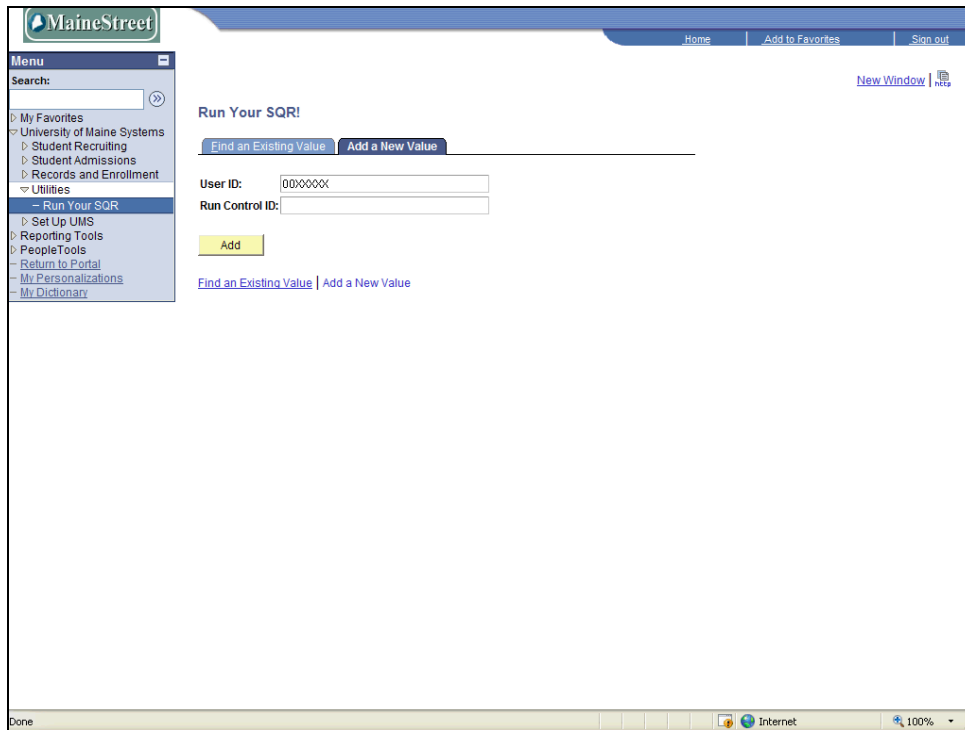
Step	Action
3.	From the Campus Solutions Reporting DB, click the University of Maine Systems link. <input type="text" value="University of Maine Systems"/>
4.	Click on the Utilities link.
5.	Click on the Run Your SQR link.



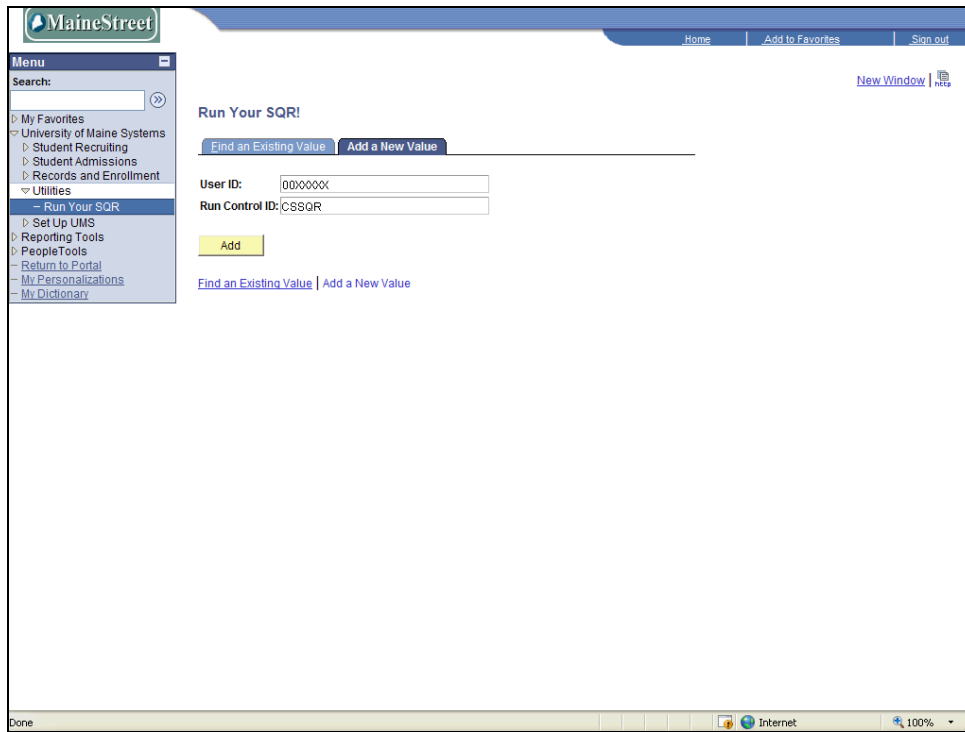
Step	Action
6.	<p>Before you can run your SQR, you must create a Run Control ID. A Run Control ID is an identifier that, when paired with your User ID, uniquely identifies the process you are running.</p> <p>The Run Control ID allows for important parameters to be available for a process when the process runs. This ensures that when a process runs in the background it does not have to prompt you for any additional values. All parameters are stored within the system and associated with Run Control IDs and User IDs. No one else can view or use the Run Control IDs that you create.</p> <p>Click the Add a New Value tab to create a Run Control ID.</p> <p>Add a New Value</p>

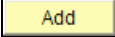
Process Document

Reporting for Campus Solutions: Run Your SQR_CSRPT



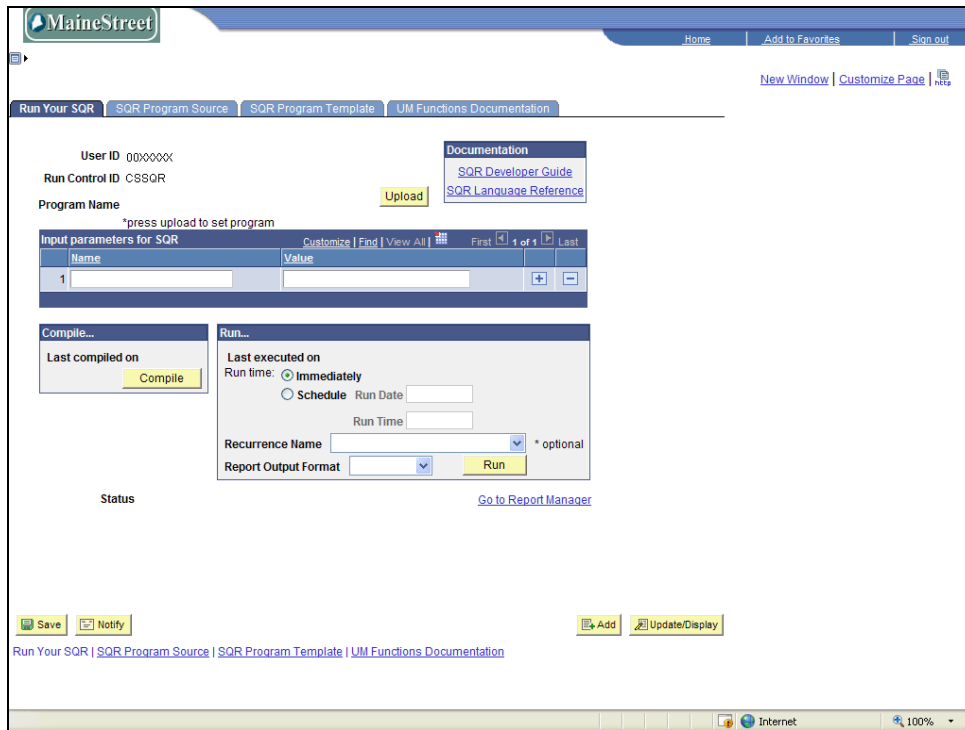
Step	Action
7.	<p>On the Add a New Value page, you must enter a name for the Run Control ID. Creating a Run Control ID name that is relevant to the SQR might help you remember it for future use. By creating your own Run Control ID, you can save it and all of the assigned parameters.</p> <p>After you create the new Run Control ID, the next time you run this process you will select the Find An Existing Value tab, click the Search button and select this Run Control from the list.</p>



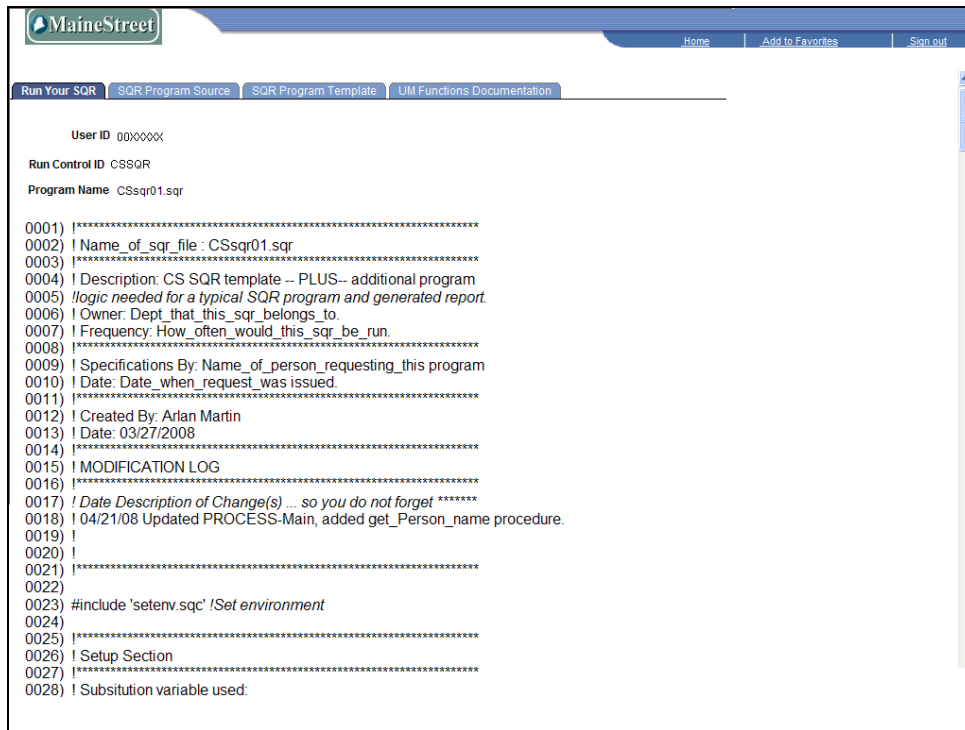
Step	Action
8.	Click the Add button to open the Run Your SQR page. <div style="text-align: center; margin-top: 5px;">  </div>

Process Document

Reporting for Campus Solutions: Run Your SQR_CSRPT



Step	Action
9.	<p>The Run Your SQR tool is used to upload, compile and setup your SQR to run.</p> <p>Various resources are available to you, as well.</p> <p>Click the SQR Program Source tab.</p> <div data-bbox="370 1247 597 1281" style="border: 1px solid black; padding: 2px; display: inline-block;">SQR Program Source</div>



```

MaineStreet
Home Add to Favorites Sign out

Run Your SQR SQR Program Source SQR Program Template UM Functions Documentation

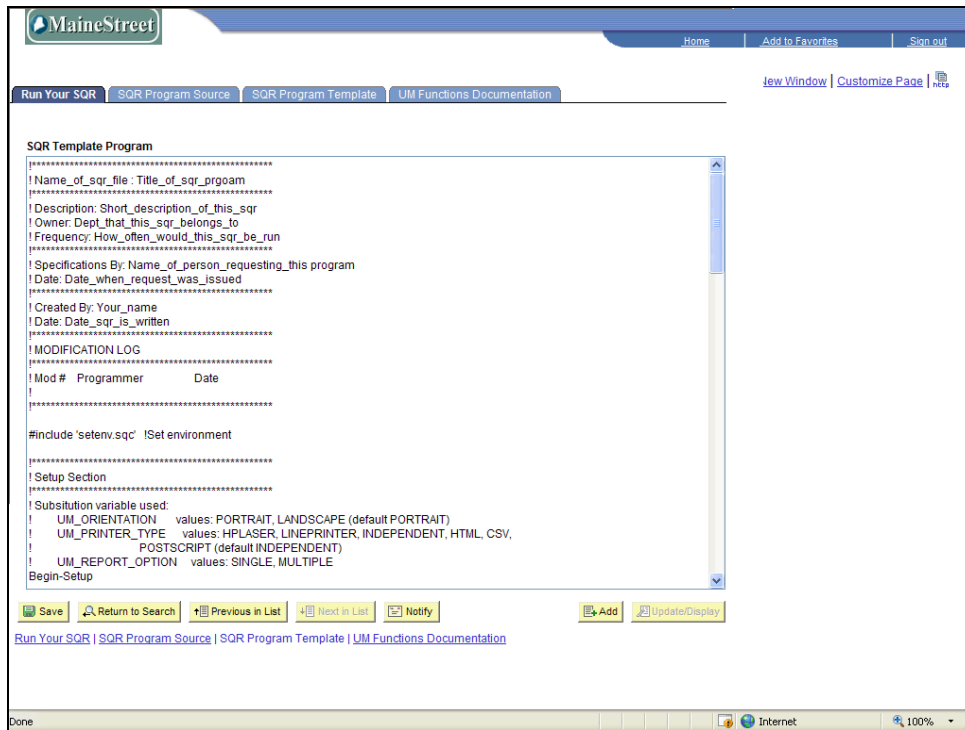
User ID 00XXXXX
Run Control ID CSSQR
Program Name CSSqr01.sqr

0001) !*****
0002) !Name_of_sqr_file : CSSqr01.sqr
0003) !*****
0004) !Description: CS SQR template -- PLUS-- additional program
0005) !logic needed for a typical SQR program and generated report.
0006) !Owner: Dept_that_this_sqr_belongs_to.
0007) !Frequency: How_ofTEN_would_this_sqr_be_run.
0008) !*****
0009) !Specifications By: Name_of_person_requesting_this program
0010) !Date: Date_when_request_was issued.
0011) !*****
0012) !Created By: Arlan Martin
0013) !Date: 03/27/2008
0014) !*****
0015) !MODIFICATION LOG
0016) !*****
0017) !Date Description of Change(s) ... so you do not forget *****
0018) ! 04/21/08 Updated PROCESS-Main, added get_Person_name procedure.
0019) !
0020) !
0021) !*****
0022) !
0023) #include 'setenv.sqc' !Set environment
0024) !
0025) !*****
0026) ! Setup Section
0027) !*****
0028) ! Substitution variable used:
  
```

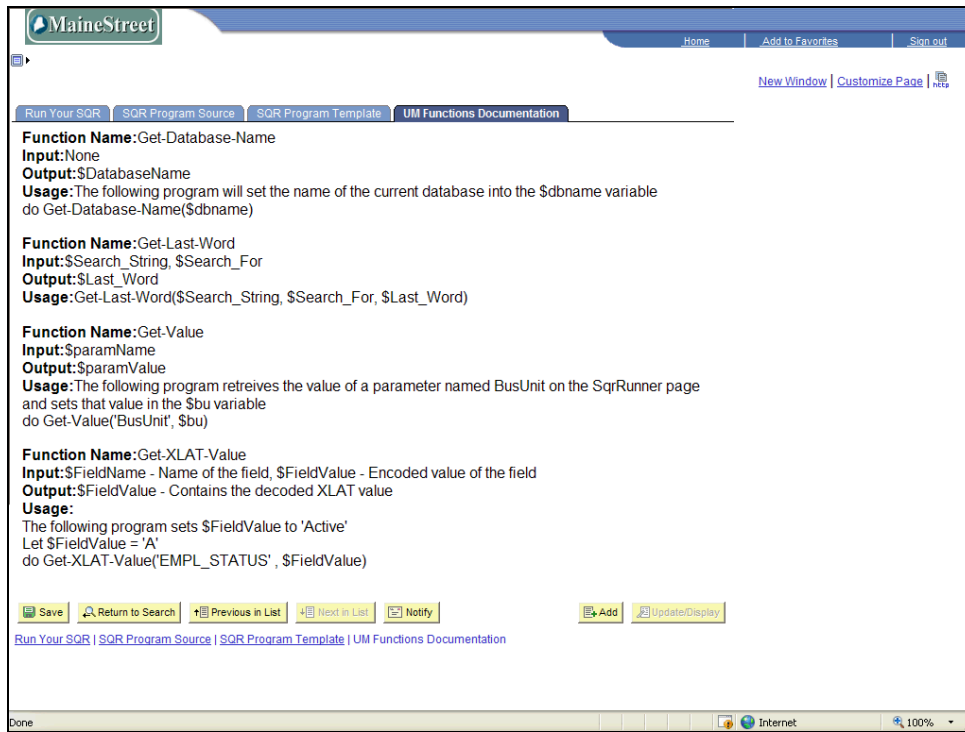
Step	Action
10.	<p>The SQR Program Source page displays the source of a currently loaded SQR. You cannot modify this listing.</p> <p>Click the SQR Program Template tab.</p> <p>SQR Program Template</p>

Process Document

Reporting for Campus Solutions: Run Your SQR_CSRPT



Step	Action
11.	<p>The SQR Program Template page provides basic SQR program structure. It includes basic required setup and sections to constitute a SQR program.</p> <p>Click the UM Functions Documentation tab.</p> <p>UM Functions Documentation</p>



Function Name:Get-Database-Name
Input:None
Output:\$DatabaseName
Usage:The following program will set the name of the current database into the \$dbname variable
do Get-Database-Name(\$dbname)

Function Name:Get-Last-Word
Input:\$Search_String, \$Search_For
Output:\$Last_Word
Usage:Get-Last-Word(\$Search_String, \$Search_For, \$Last_Word)

Function Name:Get-Value
Input:\$paramName
Output:\$paramValue
Usage:The following program retrieves the value of a parameter named BusUnit on the SqrRunner page and sets that value in the \$bu variable
do Get-Value('BusUnit', \$bu)

Function Name:Get-XLAT-Value
Input:\$FieldName - Name of the field, \$FieldValue - Encoded value of the field
Output:\$FieldValue - Contains the decoded XLAT value
Usage:
The following program sets \$FieldValue to 'Active'
Let \$FieldValue = 'A'
do Get-XLAT-Value('EMPL_STATUS', \$FieldValue)

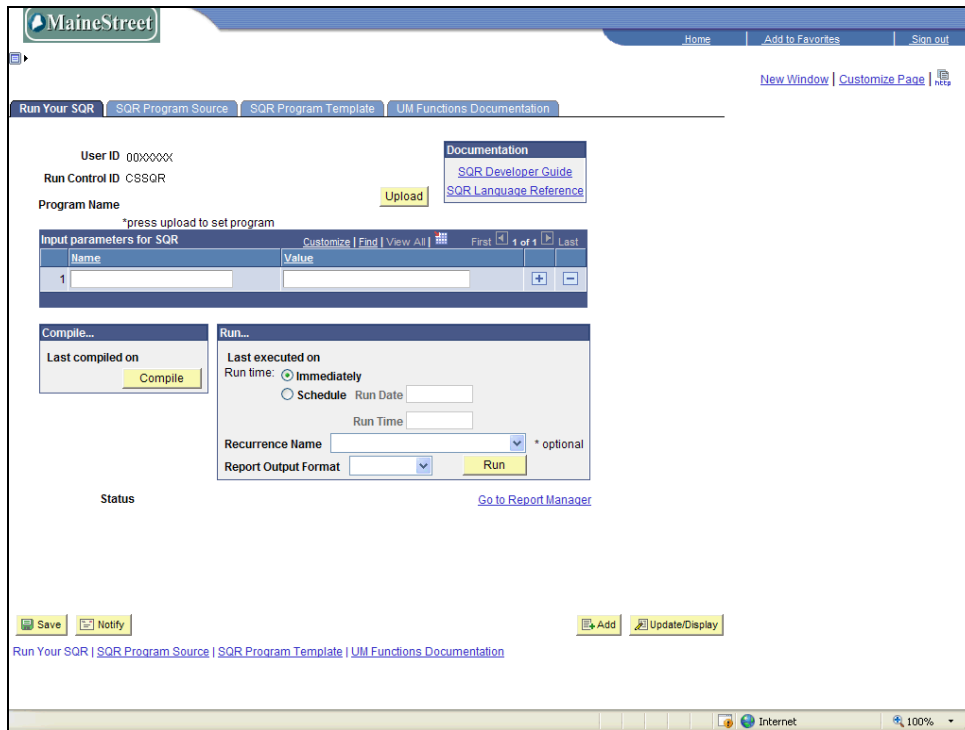
Save Return to Search Previous in List Next in List Notify Add Update/Display

Run Your SQR | SQR Program Source | SQR Program Template | UM Functions Documentation

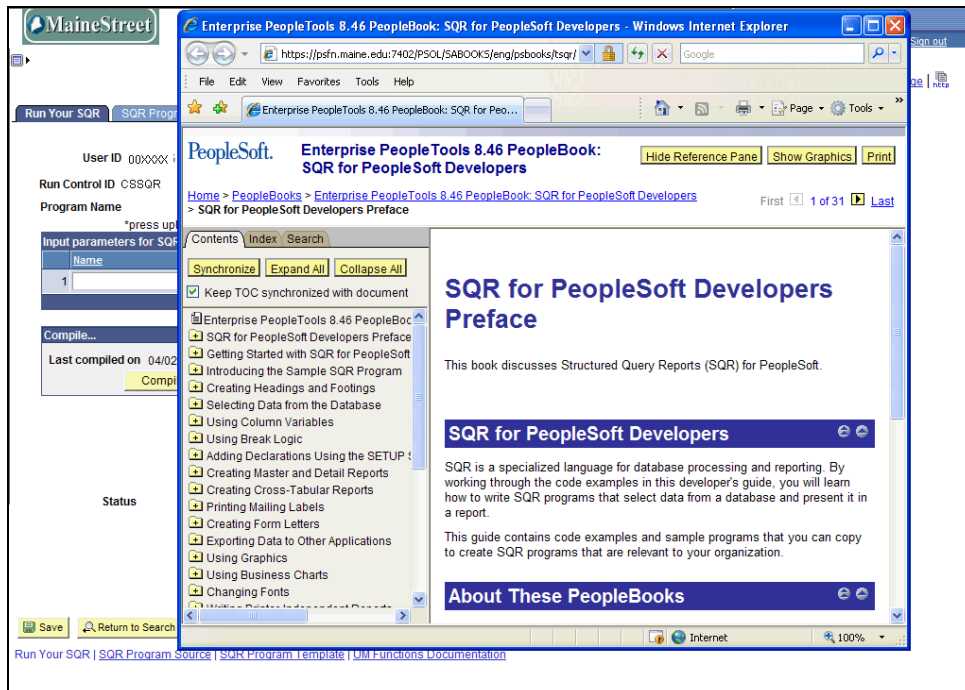
Step	Action
12.	<p>The UM Functions Documentation tab lists a collection of procedures placed under the name of SQR for use in the SQR RUNNER environment.</p> <p>Click the Run Your SQR tab to return to that page.</p> <p>Run Your SQR</p>


Process Document

Reporting for Campus Solutions: Run Your SQR_CSRPT



Step	Action
13.	<p>Links to helpful documentation are provided in the <i>Documentation</i> section of the Run Your SQR page.</p> <p>Click the SQR Developer Guide link to open PeopleBooks in a new browser window.</p> <p>SQR Developer Guide</p>



Step	Action
14.	<p>When finished, close this browser window.</p> <p>Click the X button to close the window.</p> 

Process Document

Reporting for Campus Solutions: Run Your SQR_CSRPT



MaineStreet

Home | Add to Favorites | Sign out

New Window | Customize Page |

Run Your SQR | SQR Program Source | SQR Program Template | UM Functions Documentation

User ID 00000000
Run Control ID CSSQR

Program Name [Upload](#)

*press upload to set program

Documentation
[SQR Developer Guide](#)
[SQR Language Reference](#)

Input parameters for SQR [Customize](#) | [Find](#) | [View All](#) | [First](#) | 1 of 1 | [Last](#)

Name	Value
1	<input type="text"/>

Compile...
Last compiled on [Compile](#)

Run...
Last executed on
Run time: Immediately
 Schedule Run Date
Run Time
Recurrence Name * optional
Report Output Format [Run](#)

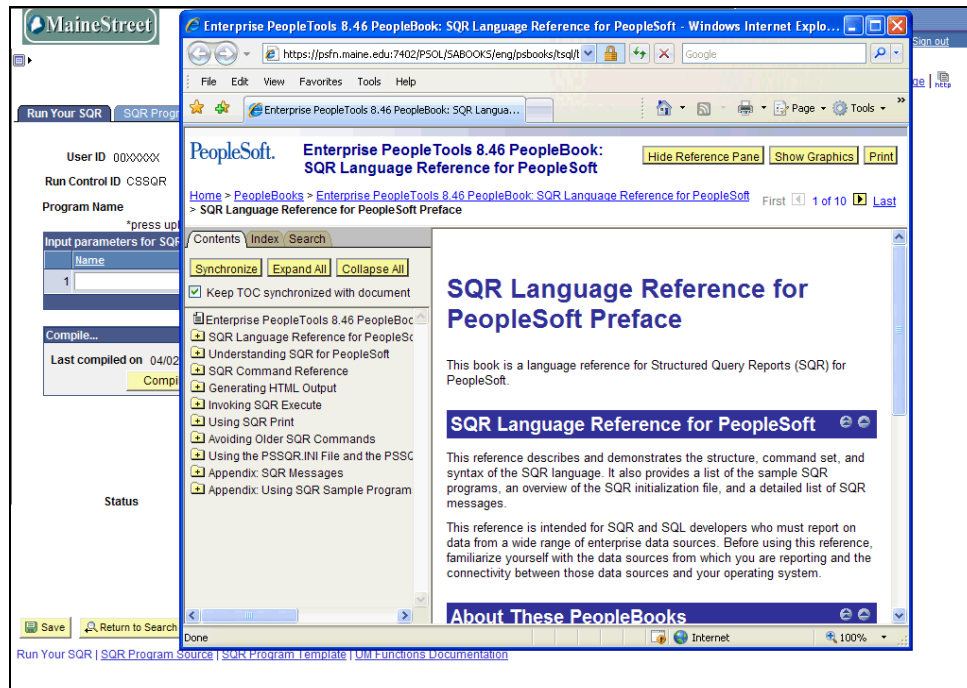
Status [Go to Report Manager](#)


[Save](#) [Notify](#) [Add](#) [Update/Display](#)

Run Your SQR | [SQR Program Source](#) | [SQR Program Template](#) | [UM Functions Documentation](#)

Internet 100%

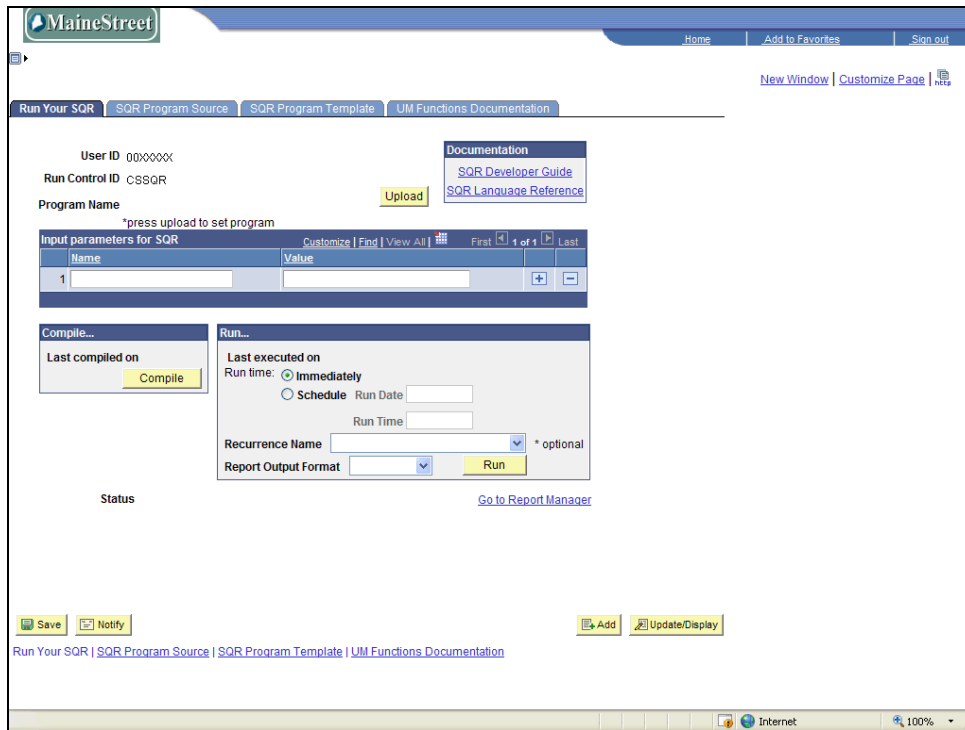
Step	Action
15.	Click the SQR Language Reference link. SQR Language Reference




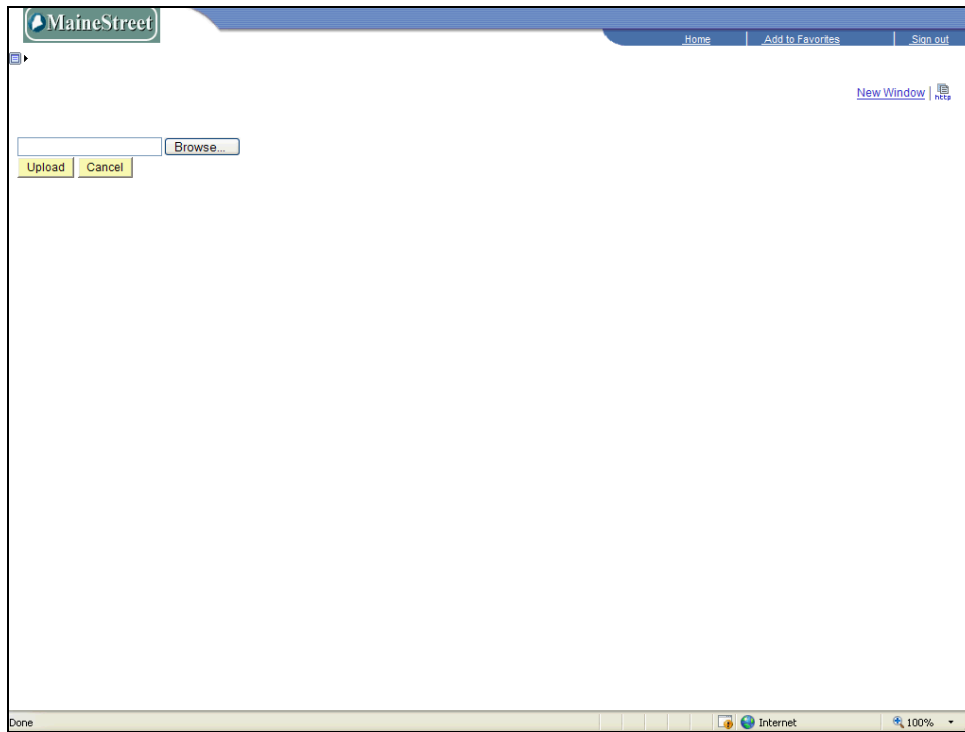
Step	Action
16.	<p>When finished, close this browser window.</p> <p>Click the X button to close the window.</p> 

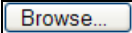
Process Document

Reporting for Campus Solutions: Run Your SQR_CSRPT



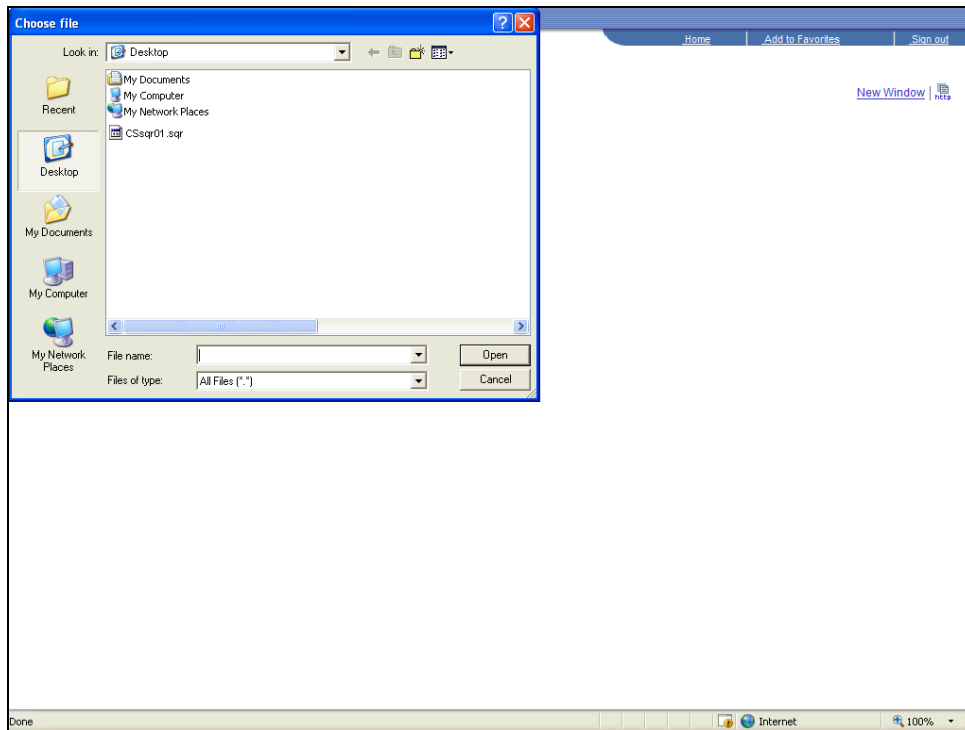
Step	Action
17.	<p>The first step to run a SQR is to upload it. Click the <i>Upload</i> button to begin the process.</p> <p>Click the Upload button.</p> <p></p>




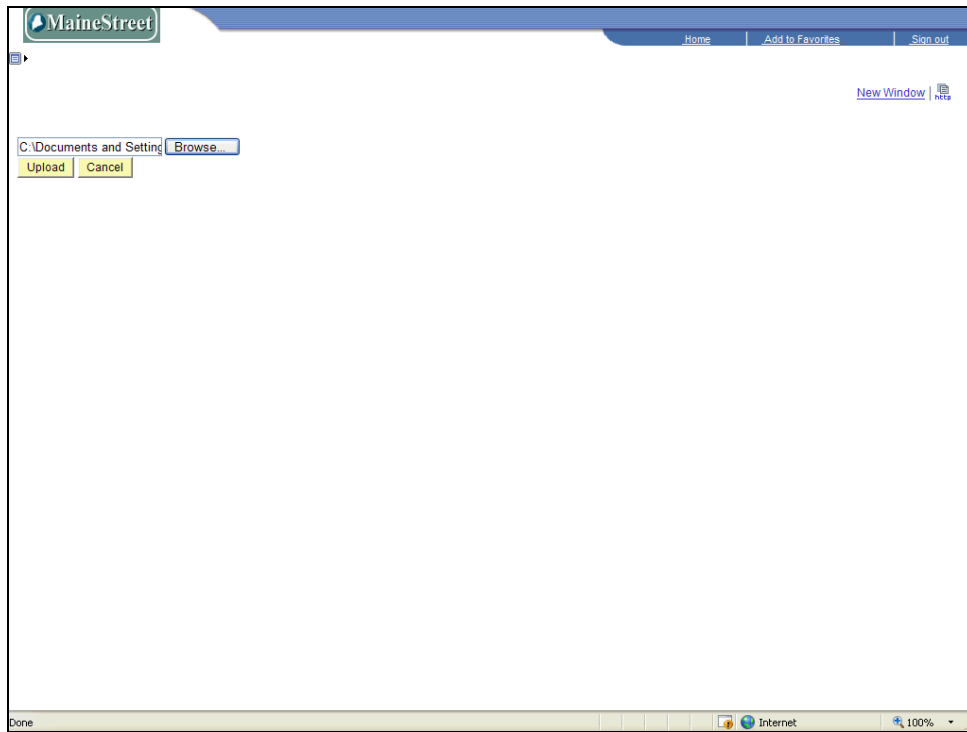
Step	Action
18.	<p>Click the Browse button to locate your SQR in a specific directory. This could be any drive or directory available to you through your computer.</p> <p>Click the Browse... button.</p> 


Process Document

Reporting for Campus Solutions: Run Your SQR_CSRPT



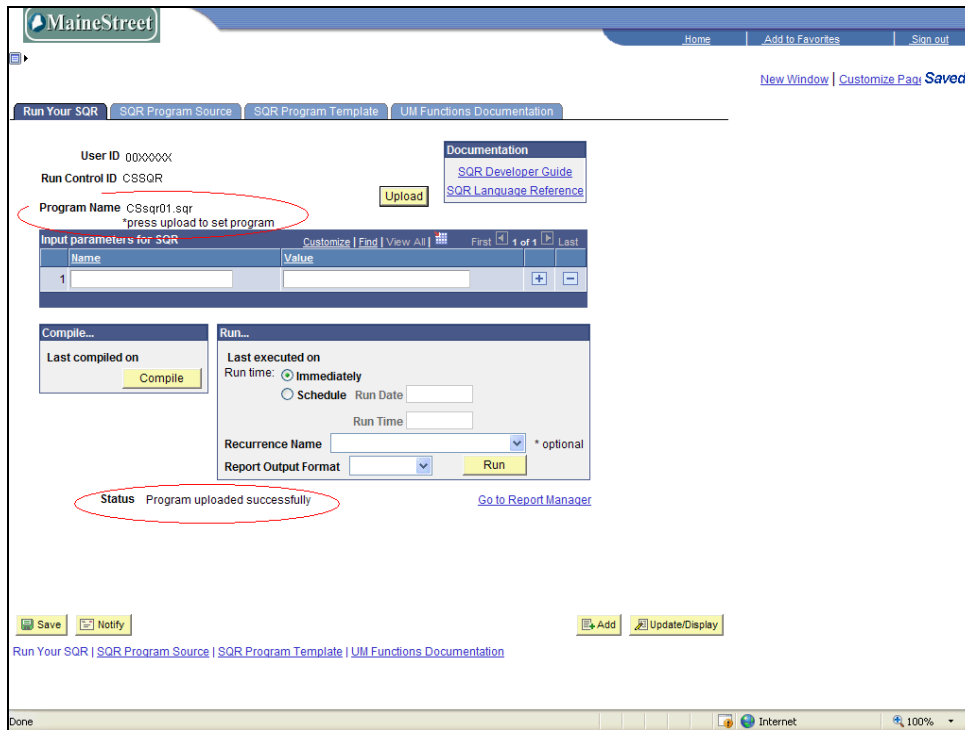
Step	Action
19.	Click on the SQR file (i.e. CSsqr01.sqr) to select it.
20.	Click the Open button. 



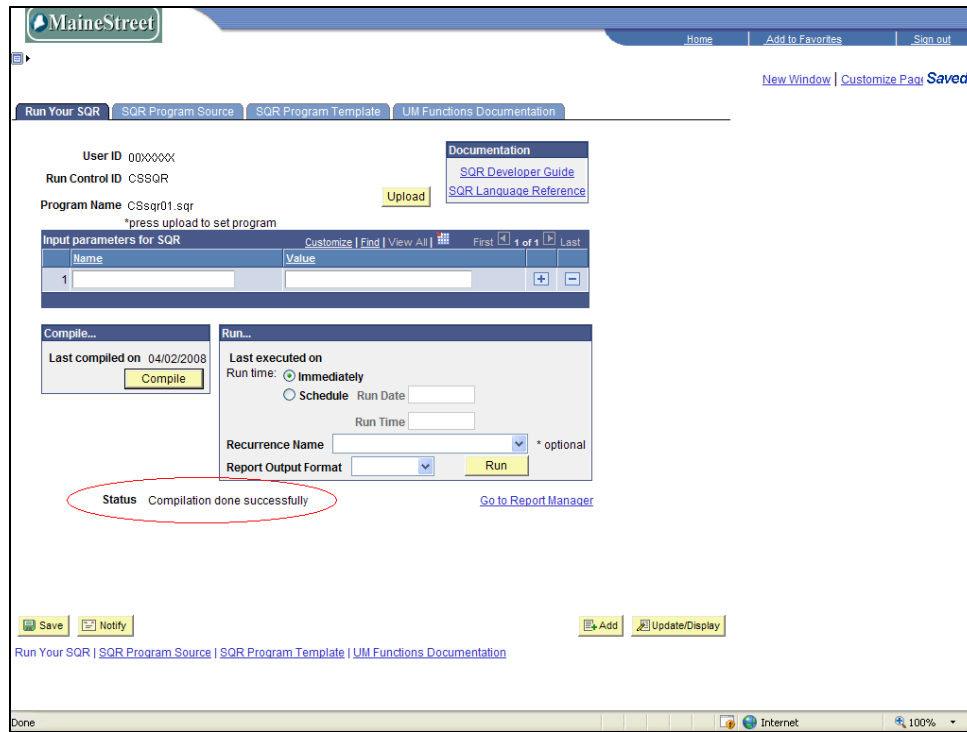
Step	Action
21.	Click the Upload button. 

Process Document

Reporting for Campus Solutions: Run Your SQR_CSRPT



Step	Action
22.	<p>After the file has successfully loaded, the name of the uploaded SQR file appears in the Program Name field.</p> <p>Check the Status of the upload in the status section.</p> <p>Note: <i>Each time you make any changes to your program you MUST upload the program again to introduce the modified source code to this SQR RUNNER environment.</i></p> <p>After your SQR has been successfully loaded, click the Compile button to initiate the compilation process.</p> <p>Click the Compile button.</p> <div style="border: 1px solid black; padding: 2px; display: inline-block; margin-top: 5px;"> Compile </div>



Step	Action
23.	<p>Before continuing, check the <i>Status</i> section to ensure that the compilation was successful. Any compile errors will be listed below the <i>Status</i> line.</p> <p>If no errors occurred, enter the field <i>Name</i> and <i>Value</i> for each input parameter desired as run control for your program. Program procedure looks for the procedure Name in the SQR logic and pulls in the corresponding Value.</p> <p>Note: <i>Name</i> represents a literal field name. <i>Value</i> represents an assigned value to related literal field name.</p>

Process Document

Reporting for Campus Solutions: Run Your SQR_CSRPT



MaineStreet Home Add to Favorites Sign out

[New Window](#) | [Customize Page](#) |

Run Your SQR | [SQR Program Source](#) | [SQR Program Template](#) | [UM Functions Documentation](#)

User ID 00000000
 Run Control ID CSSQR
 Program Name CSSqr01.sqr [Documentation](#)
[SQR Developer Guide](#)
[SQR Language Reference](#)

*press upload to set program

Input parameters for SQR Customize | Find | View All | First 1 of 1 | Last

Name	Value		
1 Institution		<input type="button" value="+"/>	<input type="button" value="-"/>

Compile... Last compiled on 04/02/2008

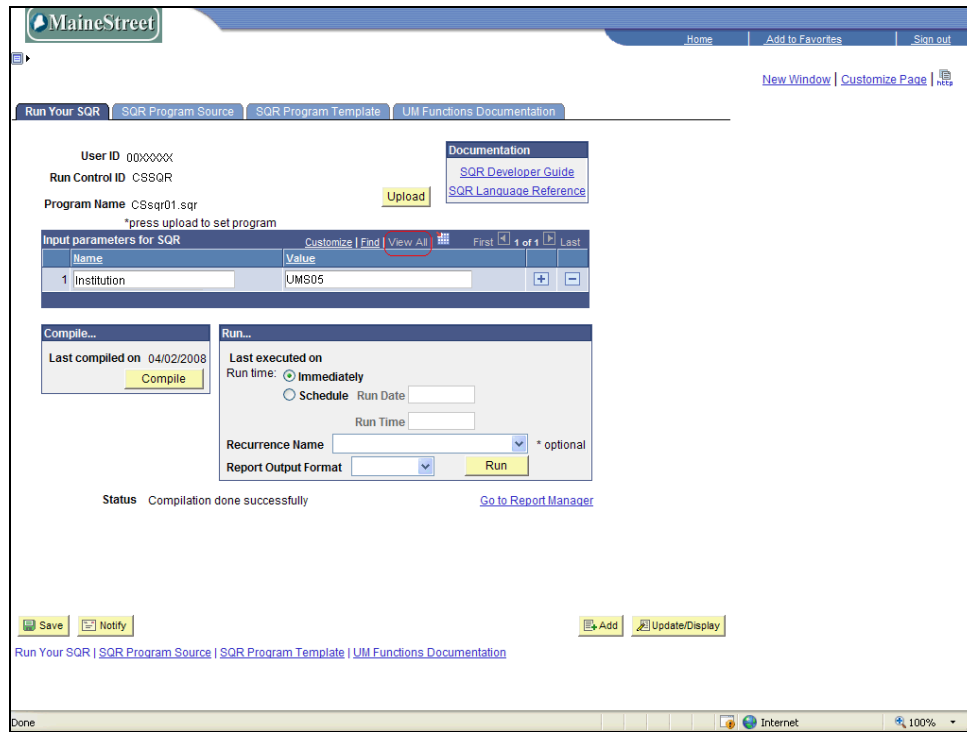
Run... Last executed on
 Run time: Immediately
 Schedule Run Date:
 Run Time:
 Recurrence Name: * optional
 Report Output Format:

Status: Compilation done successfully [Go to Report Manager](#)

[Run Your SQR](#) | [SQR Program Source](#) | [SQR Program Template](#) | [UM Functions Documentation](#)

Done Internet 100%

Step	Action
24.	If necessary, click the + sign to add a new row and enter additional parameters for the SQR.



Step	Action
25.	If you have added more than one row of parameters, when finished, make certain to click the View All link to view all Input Parameter rows.

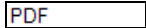
Process Document

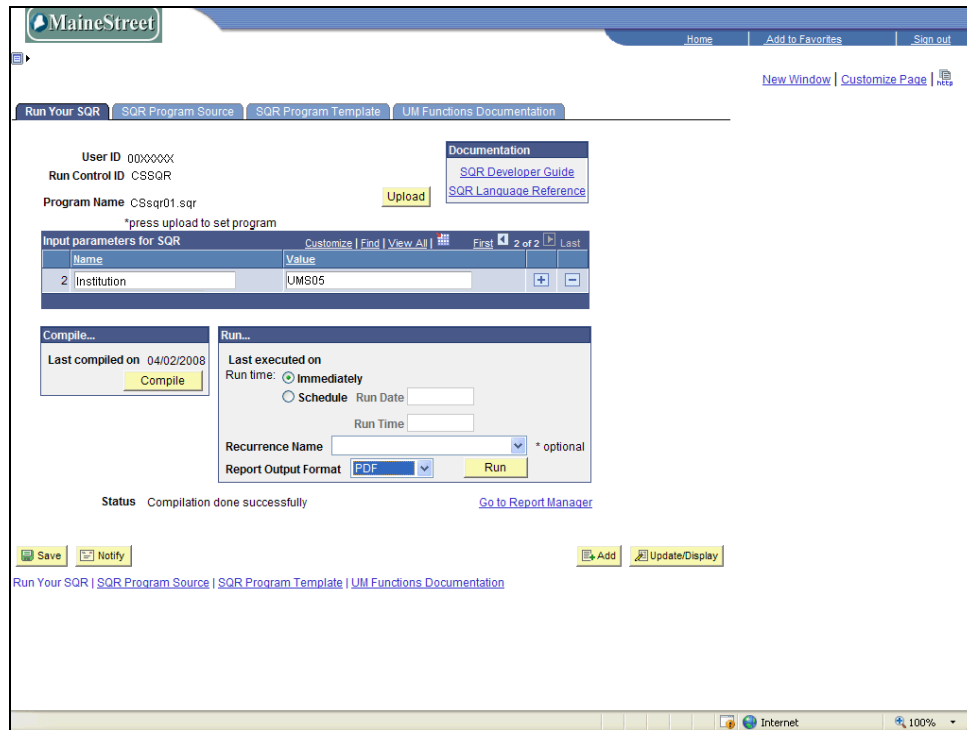
Reporting for Campus Solutions: Run Your SQR_CSRPT



The screenshot shows the 'Run Your SQR' page in the MaineStreet application. The page includes a navigation bar with 'Home', 'Add to Favorites', and 'Sign out'. Below the navigation bar, there are tabs for 'Run Your SQR', 'SQR Program Source', 'SQR Program Template', and 'UM Functions Documentation'. The main content area contains several sections:

- User Information:** User ID (00000000), Run Control ID (CSSQR), and Program Name (CSSqr01.sqr). There is an 'Upload' button and a 'Documentation' section with links to 'SQR Developer Guide' and 'SQR Language Reference'.
- Input parameters for SQR:** A table with columns 'Name' and 'Value'. The first row shows 'Institution' with the value 'UMS05'. There are '+', '-', and 'X' buttons for each row.
- Compile...:** A section showing 'Last compiled on 04/02/2008' and a 'Compile' button.
- Run...:** A section for scheduling the run. It includes 'Last executed on', 'Run time' (radio buttons for 'Immediately' and 'Schedule'), 'Run Date' and 'Run Time' fields, 'Recurrence Name' (with a dropdown arrow), and 'Report Output Format' (with a dropdown arrow). A 'Run' button is also present.
- Status:** A message stating 'Scheduled successfully, process instance = 224' and a link to 'Go to Report Manager'.
- Navigation:** A row of buttons: 'Save', 'Return to Search', 'Previous in List', 'Next in List', 'Notify', 'Add', and 'Update/Display'.

Step	Action
26.	In the Run section of the page you can specify the Run time , Recurrence Name and Report Output Format for the SQR. For this example, click the drop-down arrow in the Report Output Format field.
27.	Click on PDF to select it. 




The screenshot shows the 'Run Your SQR' page in the MaineStreet application. The page includes a navigation bar with 'Home', 'Add to Favorites', and 'Sign out' options. Below the navigation bar, there are tabs for 'Run Your SQR', 'SQR Program Source', 'SQR Program Template', and 'UM Functions Documentation'. The main content area displays user information (User ID: 00000000, Run Control ID: CSSQR, Program Name: CSsqr01.sqr) and a table of input parameters for the SQR. The table has two columns: 'Name' and 'Value', with one row showing 'Institution' with the value 'UMS05'. Below the table, there are two panels: 'Compile...' and 'Run...'. The 'Run...' panel is active, showing options for 'Run time' (Immediately selected, Schedule), 'Run Date', 'Run Time', 'Recurrence Name', and 'Report Output Format' (PDF). A 'Run' button is visible in the 'Run...' panel. The status bar at the bottom indicates 'Status: Compilation done successfully'.

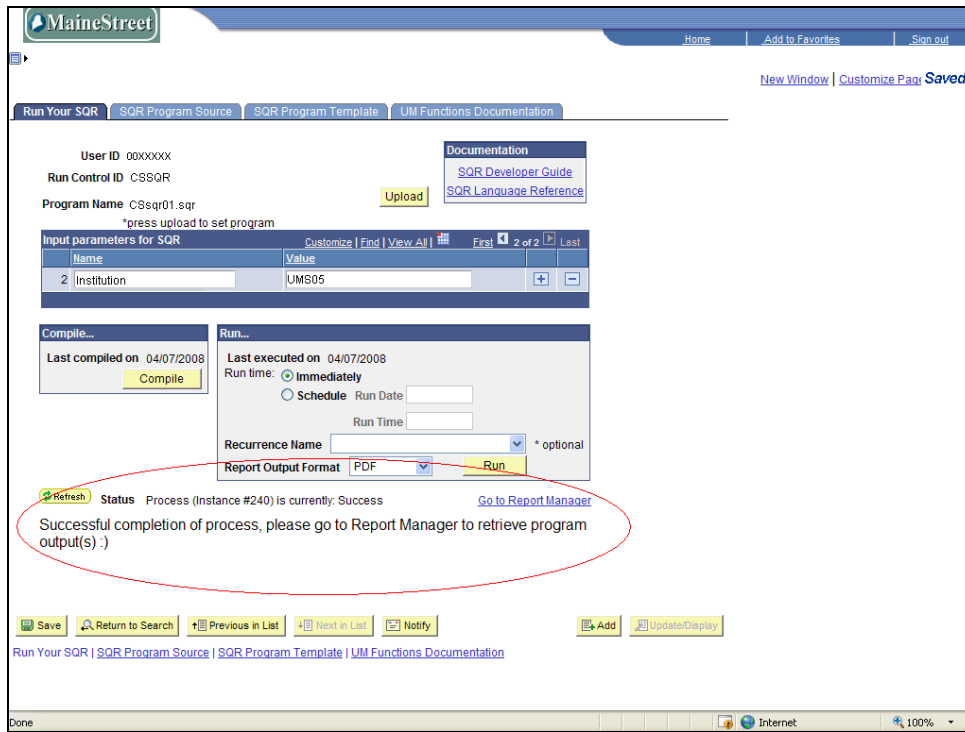
Step	Action
28.	When ready to run the SQR, click the Run button.

Process Document

Reporting for Campus Solutions: Run Your SQR_CSRPT



Step	Action
29.	Click the <i>Refresh</i> button until the Status section indicates the process has successfully run. 



User ID 00XXXXX
 Run Control ID CSSQR
 Program Name CSSqr01.sqr
 *press upload to set program

Documentation
[SQR Developer Guide](#)
[SQR Language Reference](#)

Input parameters for SQR

Name	Value
2 Institution	UMSO5

Compile...
 Last compiled on 04/07/2008
 Compile

Run...
 Last executed on 04/07/2008
 Run time: Immediately
 Schedule Run Date:
 Run Time:
 Recurrence Name: * optional
 Report Output Format: PDF

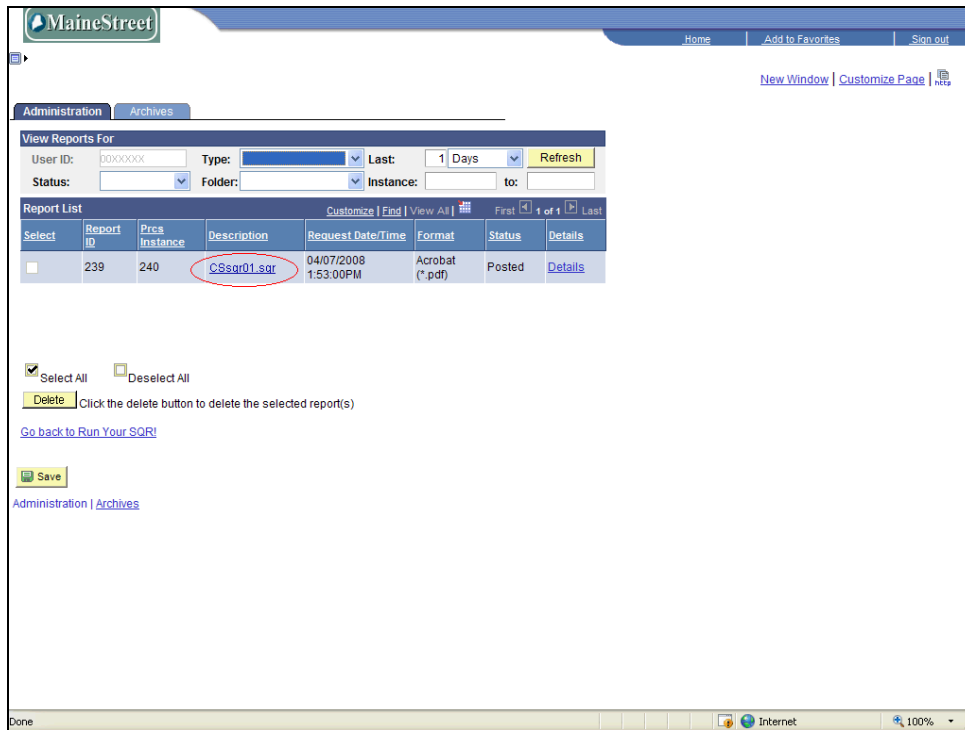
Status Process (Instance #240) is currently: Success [Go to Report Manager](#)
 Successful completion of process, please go to Report Manager to retrieve program output(s) :)

[Run Your SQR](#) | [SQR Program Source](#) | [SQR Program Template](#) | [UM Functions Documentation](#)

Step	Action
30.	Note the Process Instance # and click the Go to Report Manager link to open the Report Manager Administration page. Go to Report Manager

Process Document

Reporting for Campus Solutions: Run Your SQR_CSRPT

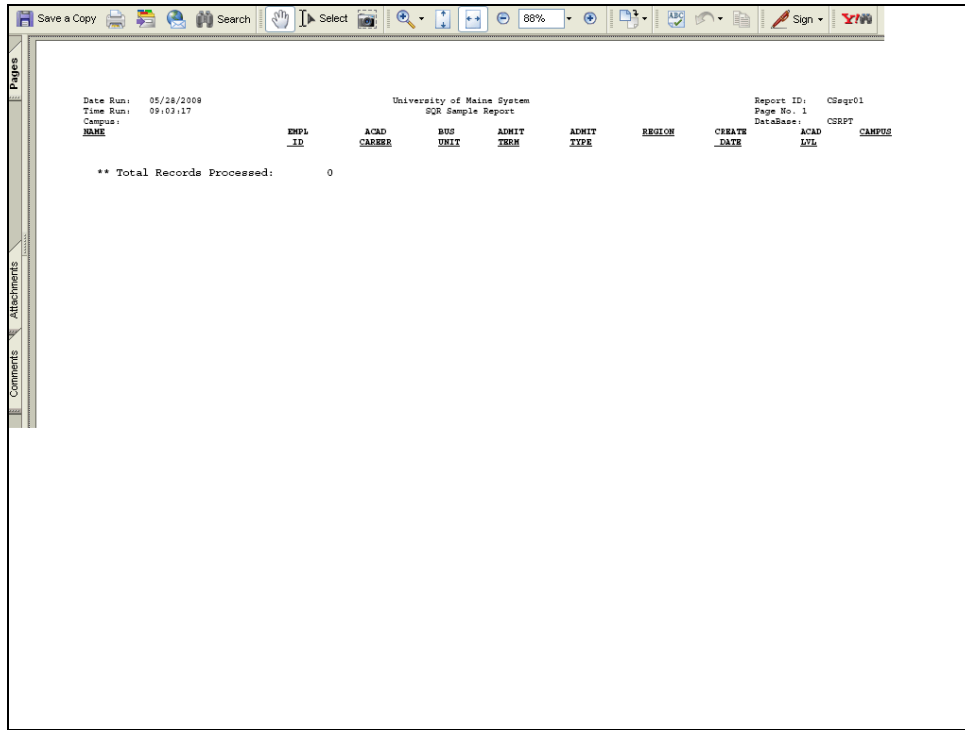


Step	Action
31.	On the Report Manager Administration page, find the appropriate process instance in the Report List section and click on the file name in the Description column to open the file in a new browser window.



Process Document

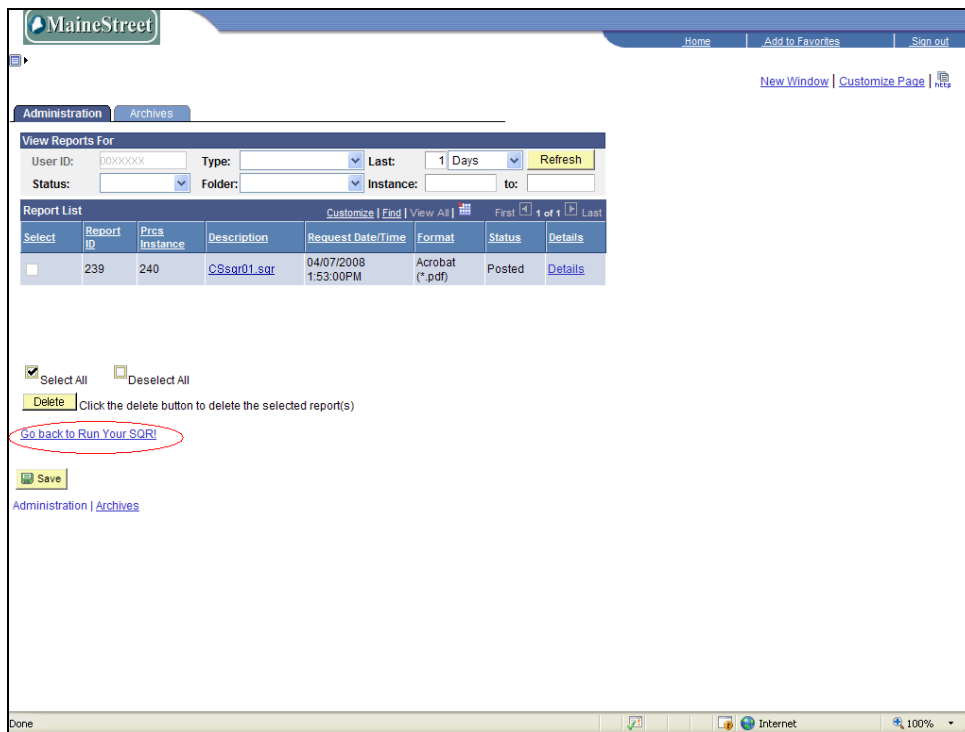
Reporting for Campus Solutions: Run Your SQR_CSRPT



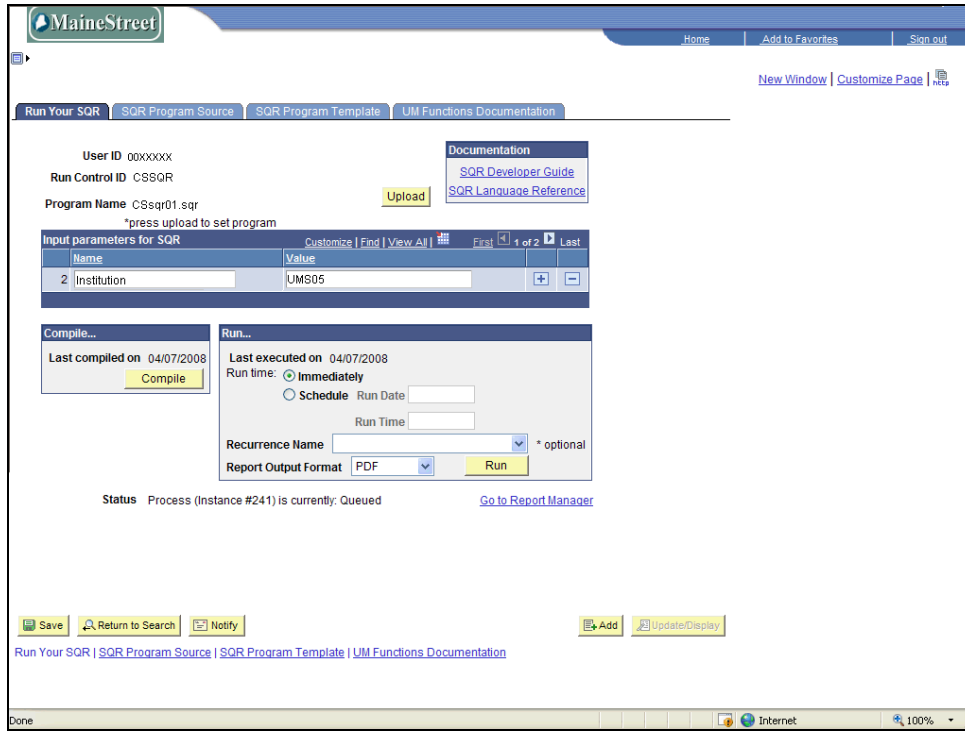
Step	Action
32.	After the file opens, you can save it to a directory or print it. When finished close this browser window.

Process Document

Reporting for Campus Solutions: Run Your SQR_CSRPT



Step	Action
33.	On the Report Manger Administration page, click the Go back to Run Your SQR! link to return to the Run Your SQR page.



The screenshot shows the 'Run Your SQR' page in the MaineStreet application. The page includes a navigation bar with 'Home', 'Add to Favorites', and 'Sign out' links. Below the navigation bar, there are tabs for 'Run Your SQR', 'SQR Program Source', 'SQR Program Template', and 'UM Functions Documentation'. The main content area displays user information (User ID: 00XXXXX, Run Control ID: CSSQR, Program Name: CSsqr01.sqr) and a 'Documentation' section with links to 'SQR Developer Guide' and 'SQR Language Reference'. An 'Input parameters for SQR' table shows a parameter 'Institution' with a value of 'UMS05'. Below this, there are 'Compile...' and 'Run...' sections. The 'Run...' section has radio buttons for 'Immediately' (selected) and 'Schedule', with fields for 'Run Date' and 'Run Time'. It also includes a 'Recurrence Name' dropdown and a 'Report Output Format' dropdown set to 'PDF'. A 'Run' button is present. The status at the bottom indicates 'Process (Instance #241) is currently: Queued'. At the very bottom, there are buttons for 'Save', 'Return to Search', 'Notify', 'Add', and 'Update/Display'.

Step	Action
34.	End of Procedure.