CA-Deliver Administration

Course Summary

Description

This course is designed to provide the students with the skills necessary to implement and administrate the CA-Deliver product by teaching how to make report distribution and tracking meet the needs of the organization. Discussions include the online creation of report and bundle definitions, use of the database utilities, and batch processing. This course demonstrates using initialization parameters to structure and tune the CA-Deliver system.

Objectives

By the end of this course, students will be able to:

- Define basic, stacked, and bundled reports to provide information on time and in the requested format
- Manage and manipulate data in the CA-Deliver database using its database utilities
- Understand the functional connection between CA-Deliver and CA-View
- Use initialization parameters to tune the CA-Deliver system to achieve maximum efficiency

Topics

- CA-Deliver Introduction
- Defining Basic Reports
- Defining Stacked Reports
- Defining Bundles
- CA-Deliver Utilities
- Defining Separator Pages
- RMOGRW: General Report Writer
- RMODBB: Database Build Utility

Audience

Personnel responsible for administration and maintenance of the CA-Deliver system

Prerequisites

Before taking this course, students should have knowledge of z/OS Concepts and terminology, JCL, and TSO/ISPF.

Duration

Two days

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Course Outline

I. CA-Deliver Introduction
   A. CA-Deliver Processing
   B. CA-Deliver Started Task
   C. Defining Basic Reports
   D. Structure of a Report
   E. Model Banner Pages
   F. CA-Deliver Started Task JCL
   G. Dynamic Data Set Allocation
   H. Pre-Spool Processing
   I. Post-Spool Processing
   J. Multiple CA-Deliver Databases
   K. Report Types
   L. BASIC Reports
   M. STACKED Reports
   N. INTERLEAVED Reports
   O. MONITORED Reports M.CONTROL
      BREAK Reports
   P. Supported Online Systems
   Q. Primary Selection Menu
   R. CA-Deliver Database
   S. Changing PF Key Assignments
   T. Input Commands
   U. Tabular Commands
   V. Using Wildcards
   W. Command Stacking
   X. Online Sorting
   Y. Online Filtering

II. Defining Basic Reports
   A. Structure of a Report
   B. Model Banner Pages
   C. Banner Page Types
   D. Sample Banner Pages
   E. Source for Default Banner Page
   F. Banner Page w/ Long Identifier Name
   G. Attribute Character
   H. Default Attribute Characters
   I. Control Statements
   J. Report/Job Identifiers
   K. Send Reports To (Distribution List)
   L. Records in CA-Deliver Database M.CA-
      Deliver Primary Selection Menu
   M. Report Definition
   N. Define Distribution ID(s)
   O. Define Job in CA-Deliver
   P. Define Report Attributes
   Q. Verify "Save" and Submit Job

   R. Defining Distribution Lists
   S. Initialization Parameters
   T. Impact of Parameters on JCL
   U. Report Attributes
   V. JCLs, Parameters, and Attributes
   W. Lab: Basic Report Definition

III. Defining Stacked Reports
   A. CA-Deliver Utilities
   B. Basic Reports vs. Stacked Reports
   C. Contiguous Reports
   D. Noncontiguous Reports
   E. Exclusive Segments
   F. Overlapping Segments
   G. Steps to Define a Stacked Report
   H. Determine Report Requirements
   I. Define Job in CA-Deliver
   J. Define Reports
   K. Define Report Identification Text
   L. Submit Job and Check Results
   M. Initialization Parameters
   N. Text Identification Specifications
   O. Test Procedures Overview
   P. Step by Step Test Procedures
   Q. Define Job and Stacked Reports
   R. Initiate Background Print Job
   S. Check Results in CA-View
   T. Place Job in Production
   U. Lab: Defining Stacked Reports
   V. Optional Lab: Defining Stacked Reports

IV. Defining Bundles
   A. How Bundles Are Created
   B. Parameters Impacting Bundles
   C. Active Reports
   D. Pre-Activating Reports Online
   E. Pre-Activating Reports in Batch
   F. Determining When a Bundle Is
      Produced
   G. Prerequisites
   H. Define Bundle Definition Attributes
   I. Define Bundle Distribution Specs
   J. Define Special Instructions
   K. Identify Reports for Bundle
   L. Bundle Definitions M.Structure of a
      Bundle
   M. Bundle Banner Pages

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Course Outline (cont'd)