

Automatic Applications Manager Basics

Course Summary

Description

The Automation Applications Manager Basics will teach the basic skills to create, run, and monitor jobs in Automatic Applications Manager. The course uses lecture, demonstration, and hands-on exercises to build participant skills.

Objectives

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

- Request Jobs
- Monitor and Manage Agents and Queues
- View Forecasts and Production Schedules
- Monitor and Manage Jobs
- Create Jobs to Run Jobs
- Create Process Flows to Run a Sequence of Jobs
- Graphical Analysis
- Add Dependencies with Predecessors
- Schedule Jobs and Process Flows
- Store and Retrieve Database Values Using Substitution Variables
- Add "If ... Then" Logic to Jobs and Process Flows with Conditions

Topics

- Introduction
- Requesting Jobs and Process Flows
- Monitoring and Managing Agents and Queues
- Viewing Forecasted Tasks
- Monitoring and Managing Tasks
- Creating Jobs
- Creating Process Flows
- Adding Dependencies with Predecessors
- Scheduling Jobs and Process Flows
- Defining Substitution Variables
- Working with Conditions

Prerequisites

There are no prerequisites for this course.

Duration

Three days

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Course Outline

I. Introduction

- A. Run tasks
- B. Manage and monitor tasks as they are processed through Applications Manager
- C. Modify and create program types and program type scripts to run custom applications
- D. View output online
- E. Create jobs to run programs
- F. Add prompts to jobs to accommodate parameters in programs
- G. Create process flows using predecessors
- H. Schedule jobs and process flows
- I. Pass prompt values through a process flow
- J. Define substitution variables to query a database and use the values in prompts and condition statements
- K. Use condition statements to control the execution of jobs and process flows

II. Requesting Jobs and Process Flows

- A. Request jobs and process flows on an ad hoc basis
- B. View the output from tasks

III. Monitoring and Managing Agents and Queues

- A. Check agents to make sure they are active
- B. Idle or stop an agent, and resume and restart an agent
- C. Determine the maximum number of tasks that can execute on an agent
- D. Determine the priority of a queue
- E. Determine the maximum number of tasks that can execute through a queue.
- F. Inactivate and reactivate a queue

IV. Viewing Forecasted Tasks

- A. Generate and view forecasts
- B. View schedule reports
- C. View production schedules

V. Monitoring and Managing Tasks

- A. Focus the Backlog display with the object tree
- B. Review task details to help troubleshoot tasks
- C. Take actions on a task
- D. Unsatisfy tasks as predecessors

- E. Enter and review task logs
- F. Find a specific task in the Backlog and History
- G. Stage tasks in Backlog

VI. Creating Jobs

- A. Define a job
- B. Specify output options
- C. Specify database and host login options
- D. Add prompts to a job to define parameters
- E. Retrieve prompt values from a database
- F. Add documentation to provide users information about the job
- G. Scan output to determine the success of the program being run
- H. Send out notifications based on the status of the job

VII. Creating Process Flows

- A. Define process flows and select execution options
- B. Add components (jobs and process flows) to process flows
- C. Set individual component options
- D. Simplify working with large process flows by creating component groups

VIII. Adding Dependencies with Predecessors

- A. Add internal predecessor links with the Predecessor Definer window
- B. Add and edit external predecessors
- C. Test internal predecessors with a process flow simulation

IX. Scheduling Jobs and Process Flows

- Schedule jobs and process flows

X. Defining Substitution Variables

- A. Define static and dynamic substitution variables
- B. Assign subvars to other Applications Manager objects
- C. Pass values down through a process flow

XI. Creating Process Flows

- A. Use Applications Manager processes conditions
- B. Add conditions to jobs and process flows
- C. Use various types of conditions and actions they can take