#### **Oracle® Fusion Middleware**

Administering Oracle WebCenter Enterprise Capture 11*g* Release 1 (11.1.1) **E28282-02** 

#### April 2015

Documentation for Oracle WebCenter Enterprise Capture administrators that describes how to configure, administer, and monitor a Capture environment.



Oracle Fusion Middleware Administering Oracle WebCenter Enterprise Capture, 11g Release 1 (11.1.1)

E28282-02

Copyright © 2013, 2015, Oracle and/or its affiliates. All rights reserved.

Primary Author: Kalpana N

Contributor: Oracle WebCenter Enterprise Capture development, product management, and quality assurance teams

This software and related documentation are provided under a license agreement containing restrictions on use and disclosure and are protected by intellectual property laws. Except as expressly permitted in your license agreement or allowed by law, you may not use, copy, reproduce, translate, broadcast, modify, license, transmit, distribute, exhibit, perform, publish, or display any part, in any form, or by any means. Reverse engineering, disassembly, or decompilation of this software, unless required by law for interoperability, is prohibited.

The information contained herein is subject to change without notice and is not warranted to be error-free. If you find any errors, please report them to us in writing.

If this is software or related documentation that is delivered to the U.S. Government or anyone licensing it on behalf of the U.S. Government, then the following notice is applicable:

U.S. GOVERNMENT END USERS: Oracle programs, including any operating system, integrated software, any programs installed on the hardware, and/or documentation, delivered to U.S. Government end users are "commercial computer software" pursuant to the applicable Federal Acquisition Regulation and agency-specific supplemental regulations. As such, use, duplication, disclosure, modification, and adaptation of the programs, including any operating system, integrated software, any programs installed on the hardware, and/or documentation, shall be subject to license terms and license restrictions applicable to the programs. No other rights are granted to the U.S. Government.

This software or hardware is developed for general use in a variety of information management applications. It is not developed or intended for use in any inherently dangerous applications, including applications that may create a risk of personal injury. If you use this software or hardware in dangerous applications, then you shall be responsible to take all appropriate fail-safe, backup, redundancy, and other measures to ensure its safe use. Oracle Corporation and its affiliates disclaim any liability for any damages caused by use of this software or hardware in dangerous applications.

Oracle and Java are registered trademarks of Oracle and/or its affiliates. Other names may be trademarks of their respective owners.

Intel and Intel Xeon are trademarks or registered trademarks of Intel Corporation. All SPARC trademarks are used under license and are trademarks or registered trademarks of SPARC International, Inc. AMD, Opteron, the AMD logo, and the AMD Opteron logo are trademarks or registered trademarks of Advanced Micro Devices. UNIX is a registered trademark of The Open Group.

This software or hardware and documentation may provide access to or information about content, products, and services from third parties. Oracle Corporation and its affiliates are not responsible for and expressly disclaim all warranties of any kind with respect to third-party content, products, and services unless otherwise set forth in an applicable agreement between you and Oracle. Oracle Corporation and its affiliates will not be responsible for any loss, costs, or damages incurred due to your access to or use of third-party content, products, or services, except as set forth in an applicable agreement between you and Oracle.

# Contents

| Preface                     | v  |
|-----------------------------|----|
| Audience                    | v  |
| Documentation Accessibility | v  |
| Related Documents           | v  |
| Conventions                 | vi |
|                             |    |

# 1 Capture System Administration Overview

| 1.1 | About Oracle WebCenter Enterprise Capture and Workspaces | 1-1 |
|-----|--|-----|
| 1.2 | About Capture Architecture                               | 1-2 |
| 1.3 | About System Administrator and User Roles                | 1-3 |
| 1.4 | System Administrator Tasks                               | 1-3 |

# 2 Getting Started Administering Capture

| 2.1 | Initial Steps to Begin Administering Capture              | 2-1 |
|-----|---|-----|
| 2.2 | Starting Capture Functions in Enterprise Manager          | 2-1 |
| 2.3 | Starting and Stopping Oracle WebCenter Enterprise Capture | 2-3 |
| 2.4 | Using Oracle Enterprise Manager Help                      | 2-3 |
| 2.5 | Starting Capture Functions in the WebLogic Server Console | 2-4 |

# 3 Configuring Capture

| 3.1     | Overview of Configuring Oracle WebCenter Enterprise Capture | 3-1 |
|---------|---|-----|
| 3.2     | Managing Capture Settings in Enterprise Manager             | 3-1 |
| 3.2.1   | Modifying System Configuration Settings                     | 3-2 |
| 3.2.2   | Managing Client Bundles                                     | 3-3 |
| 3.3     | Managing Users and Security                                 | 3-4 |
| 3.3.1   | About Security and Capture Roles                            | 3-4 |
| 3.3.1.1 | System Administrator  | 3-5 |
| 3.3.1.2 | Capture Workspace Manager                                   | 3-5 |
| 3.3.1.3 | Capture Workspace Viewer                                    | 3-5 |
| 3.3.1.4 | Capture Client User   | 3-5 |
| 3.3.2   | Assigning Capture Roles in Oracle Enterprise Manager        | 3-5 |
| 3.3.3   | About Authentication  | 3-7 |
| 3.3.4   | About SSL   | 3-7 |
| 3.4     | Browsing Capture MBeans                                     | 3-7 |
| 3.4.1   | Viewing Capture MBeans                                      | 3-7 |

# 4 Monitoring Capture

| 4.1 Overview of Monitoring  | Capture                   | 4-1  |
|-----------------------------|---------------------------|------|
| 4.2 Monitoring Capture      |                           | 4-1  |
| 4.2.1 Understanding Capt    | ure Performance Metrics   | 4-1  |
| 4.2.1.1 Key Performance     | e Metrics                 | 4-2  |
| 4.2.1.2 Workspace Metr      | ics                       | 4-3  |
| 4.2.1.3 Batch Metrics       |                           | 4-3  |
| 4.2.1.4 DB Lookup Metr      | ic                        | 4-4  |
| 4.2.1.5 Pick-List Metric.   |                           | 4-4  |
| 4.2.1.6 File Exchange M     | etrics                    | 4-5  |
| 4.2.1.7 Commit Process      | or Metrics                | 4-5  |
| 4.2.1.8 Recognition Prod    | essor Metrics             | 4-5  |
| 4.2.1.9 Import Processo     | · Metrics                 | 4-6  |
| 4.2.1.10 Document Conv      | ersion Processor Metrics  | 4-7  |
| 4.2.2 Viewing Performance   | e Metrics                 | 4-7  |
| 4.3 Viewing Capture Status. |                           | 4-8  |
| 4.4 Auditing Capture        |                           | 4-9  |
| 4.4.1 ecAudit Table         |                           | 4-9  |
| 4.4.2 Recognition Processo  | or Activity IDs           | 4-10 |
| 4.4.3 Document Conversion   | on Processor Activity IDs | 4-10 |
| 4.4.4 Commit Processor A    | ctivity IDs               | 4-10 |
| 4.4.5 Activity IDs          |                           | 4-11 |
| 4.5 Viewing System Message  | 2S                        | 4-11 |

# 5 Configuring and Viewing Capture Log Files

| 5.1   | Introduction to Managing Log Files for Capture | 5-1 |
|-------|--|-----|
| 5.1.1 | Client Logging                                 | 5-1 |
| 5.2   | Viewing Log Files for Capture                  | 5-1 |
| 5.3   | Configuring Settings for Log Files for Capture | 5-2 |
| 5.4   | Understanding Loggers for Capture              | 5-2 |

# 6 Troubleshooting

| 6.1   | General   | 6-1 |
|-------|---|-----|
| 6.1.1 | Changing the number of worker threads for a batch processor                       | 6-1 |
| 6.2   | Commit Processor  | 6-2 |
| 6.2.1 | Testing the PDF Image-Only document export driver outside of Capture              | 6-2 |
| 6.3   | Client  | 6-3 |
| 6.3.1 | Setting logging in the Capture client   | 6-3 |
| 6.3.2 | Scanning in black/white with Kofax VRS TWAIN driver                               | 6-3 |
| 6.4   | Document Conversion Processor   | 6-4 |
| 6.4.1 | "Image export failed with code 3" error in Conversion Processor (OIT conversion). | 6-4 |
| 6.4.2 | Running CaptureOITExport32 to debug issues related to converting to TIFF          | 6-5 |

# Preface

This guide describes how to administer Oracle WebCenter Enterprise Capture using Oracle Enterprise Manager, including how to start and stop Oracle WebCenter Enterprise Capture, how to monitor key performance metrics, how to configure the Capture system, and how to configure and view log files.

### Audience

This document is intended for administrators whose task is the installation and configuration of Oracle WebCenter Enterprise Capture. Oracle WebCenter Enterprise Capture administrators are also responsible for creating Capture users and groups, monitoring and troubleshooting Oracle WebCenter Enterprise Capture issues, and configuring log files.

## **Documentation Accessibility**

For information about Oracle's commitment to accessibility, visit the Oracle Accessibility Program website at http://www.oracle.com/pls/topic/lookup?ctx=acc&id=docacc.

#### Access to Oracle Support

Oracle customers that have purchased support have access to electronic support through My Oracle Support. For information, visit http://www.oracle.com/pls/topic/lookup?ctx=acc&id=info or visit http://www.oracle.com/pls/topic/lookup?ctx=acc&id=trs if you are hearing impaired.

## **Related Documents**

For more information, see the following documents in the Oracle WebCenter Enterprise Capture documentation set or in the Oracle WebCenter Content documentation set or in the Oracle WebLogic Server documentation set:

- Oracle Fusion Middleware Managing Oracle WebCenter Enterprise Capture
- Oracle Fusion Middleware Using Oracle WebCenter Enterprise Capture
- Oracle Fusion Middleware Developing Scripts for Oracle WebCenter Enterprise Capture
- Oracle Fusion Middleware Administering the Application Adapters for Oracle WebCenter
- Oracle Fusion Middleware Using the Application Adapters for Oracle WebCenter
- Oracle Fusion Middleware Administering the Siebel Application Adapter for Oracle WebCenter

- Oracle Fusion Middleware Using the Siebel Application Adapter for Oracle WebCenter
- Oracle Fusion Middleware Enterprise Deployment Guide for Oracle WebCenter Content
- Oracle Fusion Middleware Installing and Configuring Oracle WebCenter Content
- Oracle Fusion Middleware Understanding Oracle WebCenter Content
- Oracle Fusion Middleware WebLogic Scripting Tool Command Reference

# Conventions

The following text conventions are used in this document:

| Convention | Meaning  |
|------------|--|
| boldface   | Boldface type indicates graphical user interface elements associated with an action, or terms defined in text or the glossary.         |
| italic     | Italic type indicates book titles, emphasis, or placeholder variables for which you supply particular values.                          |
| monospace  | Monospace type indicates commands within a paragraph, URLs, code in examples, text that appears on the screen, or text that you enter. |

1

# **Capture System Administration Overview**

This chapter provides a general introduction to Oracle WebCenter Enterprise Capture system administration, including an introduction to Oracle WebCenter Enterprise Capture, workspaces, system administrator and user roles, and typical system administrator tasks.

This chapter includes the following sections:

- About Oracle WebCenter Enterprise Capture and Workspaces
- About Capture Architecture
- About System Administrator and User Roles
- System Administrator Tasks

### 1.1 About Oracle WebCenter Enterprise Capture and Workspaces

Oracle WebCenter Enterprise Capture provides scalable document capture focused on process-oriented imaging applications and image-enabling enterprise applications. With a web interface for centralized or distributed environments, Capture streamlines the capture process for paper and electronic documents. It is fully integrated with Oracle WebCenter Content: Imaging and Oracle WebCenter Content to provide organizations with one system to capture, store, manage, and retrieve their mission critical business content.

A Capture workspace represents a complete capture system, providing a centralized location for metadata definition, configuration profiles, batch and document data, and batch processor jobs for a particular environment. Workspace managers configure and manage workspaces they have been granted access to and control others' access to the workspace.

Oracle WebCenter Enterprise Capture provides a central configuration console, called the Oracle WebCenter Enterprise Capture Workspace Console, in which workspace managers create and manage workspaces and their elements for use throughout Capture. For example, workspace managers create metadata fields, choice lists, and database lookups in the console, then use them in multiple areas in Capture, such as client profiles and processor jobs.

The Capture client is the end-user application that a knowledge worker or production user uses to create batches using document imaging scanners or document files imported from the user's system. The client is also used to index documents (apply metadata values).

For more information on workspaces and their usage, see "Capture Workspaces Overview" in Oracle Fusion Middleware Managing Oracle WebCenter Enterprise Capture.

# 1.2 About Capture Architecture

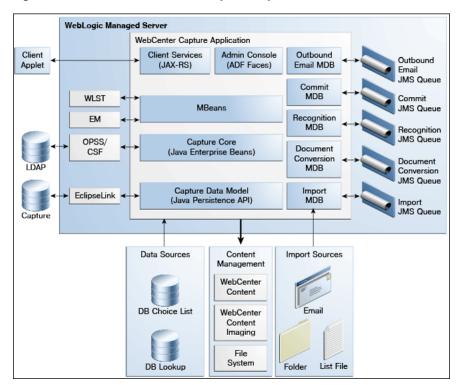


Figure 1–1 Oracle WebCenter Enterprise Capture Architecture Overview

Oracle WebCenter Enterprise Capture application is a standard Java EE application that runs in the Oracle WebLogic Server managed server environment. Java Enterprise Beans (EJBs) represent the core system logic of the Capture application. Capture uses Oracle Platform Security Services (OPSS) to manage security for the application. The Oracle Credential Store Framework (CSF) is used to manage security credentials for external systems securely.

To configure and manage the Capture application, system administrators use Capture Managed Beans through Oracle Enterprise Manager and Weblogic WLST commands.

The Capture Workspace Console is an Oracle Application Development Framework (ADF) application which the Workspace Managers use to configure Capture elements within a workspace. For more information, see Oracle Fusion Middleware Managing Oracle WebCenter Enterprise Capture.

Capture uses Java API for RESTful Web Services (JAX-RS) to provide client services. The end-user uses the Client Applet to scan or import documents into batches. Within a batch, end-users can organize pages into documents and index documents by applying metadata values. The Client Applet uses RESTful web services to communicate with the WebLogic server. The Capture application uses MDB and JMS queues to run system and batch processing logic - import, document conversion, recognition, and commit. The Import Processor can automate ingestion of files from various sources such as an email inbox, from a folder on the network, or from a list file. Documents processed through Capture can be committed to WebCenter Content Server, WebCenter Content: Imaging, or to a file system. For more information, see *Oracle Fusion Middleware Using Oracle WebCenter Enterprise Capture*.

#### JavaScript Extension

Oracle WebCenter Enterprise Capture provides an extension library called JavaScript Extension that facilitates customization through a JavaScript, which is supported by the Capture client and processors. For more information, see *Oracle Fusion Middleware Developing Scripts for Oracle WebCenter Enterprise Capture*.

## 1.3 About System Administrator and User Roles

Capture provides the following user and administrator roles, each with varying access and privileges:

- System Administrators provide high level configuration, administration, and monitoring of the Capture environment. System administrators are typically responsible for the following tasks:
  - Installing Oracle WebCenter Enterprise Capture
  - Configuring Capture
  - Creating Capture users and groups
  - Assigning users from the LDAP domain to the various Capture application roles (CaptureUser, CaptureWorkspaceManager, and CaptureWorkspaceViewer)
  - Monitoring and troubleshooting Capture issues
- Capture Workspace Managers have control of the workspaces they create and to those workspaces to which they have been granted access. They can add, edit, copy, and delete workspaces. Capture workspace management is covered in Oracle Fusion Middleware Managing Oracle WebCenter Enterprise Capture. To access workspaces, the user must be assigned the CaptureWorkspaceManager role.
- Capture Workspace Viewers have read-only access to workspaces to which they have been granted access. For example, support personnel might be granted this privilege in order to review workspace configurations such as client profiles and processor jobs for troubleshooting. Workspace viewers cannot make changes to workspaces. To have read-only access to workspaces, the user must be assigned the CaptureWorkspaceViewer role.
- **Capture Users** have client access to workspaces to which they have been granted access. Users are further granted access to specific client profiles. Capture user information is covered in *Oracle Fusion Middleware Using Oracle WebCenter Enterprise Capture*. Any user that needs access to the client needs to be assigned the CaptureUser role in Oracle Enterprise Manager.
- Developers who write customization scripts for use in Capture components may either be granted the workspace manager role or they may provide scripts to workspace managers who load, reference, and test them in Capture components. Information on developing scripts for Capture is provided in Oracle Fusion Middleware Developing Scripts for Oracle WebCenter Enterprise Capture.

See Section 3.3 for more information on how to create Capture users and assign roles to them.

# 1.4 System Administrator Tasks

The following provides a summary of the steps to initially configure and monitor an Oracle WebCenter Enterprise Capture system environment:

- **1.** Install and perform initial configuration of Oracle WebCenter Enterprise Capture, as described in *Oracle Fusion Middleware Installing and Configuring Oracle WebCenter Content*.
  - Use Enterprise Manager to make changes to system settings. See Section 3.2.
  - Use Enterprise Manager to assign LDAP users and groups to Capture application roles. See Section 3.3.2.
  - Use the Oracle WebLogic Server Administration Console to manage data sources for database choice lists and database lookups. For more information about JDBC data sources, see *Oracle Fusion Middleware Configuring and Managing JDBC Data Sources for Oracle WebLogic Server*.
- **2.** Apply SSL security to the website. See Section 3.3.4.
- **3.** Monitor the Capture environment and manage log and audit files. See Chapter 4.

# **Getting Started Administering Capture**

This chapter describes the initial steps you need to take to administer Oracle WebCenter Enterprise Capture. It includes information on how to access Capture functions using Oracle Enterprise Manager and the Oracle WebLogic Server Administration Console.

This chapter includes the following sections:

- Initial Steps to Begin Administering Capture
- Starting Capture Functions in Enterprise Manager
- Starting and Stopping Oracle WebCenter Enterprise Capture
- Using Oracle Enterprise Manager Help
- Starting Capture Functions in the WebLogic Server Console

## 2.1 Initial Steps to Begin Administering Capture

The weblogic user is assigned the **CaptureWorkspaceManager** role when the domain is created. The system administrator can add other users to the **CaptureWorkspaceManager** role using Oracle Enterprise Manager.

Use the following tools to administer Capture:

- Use Oracle Enterprise Manager Fusion Middleware Control to configure system settings, monitor the overall Capture environment, and assign security roles. For more information, see the Enterprise Manager documentation.
- Use Oracle WebLogic Server Administration Console to manage database connections for database lookups, and manage users and groups. For more information, see Oracle Fusion Middleware Introduction to Oracle WebLogic Server.
- Use the Oracle WebLogic Scripting Tool (WLST), a command-line scripting tool, to create, manage, and monitor Oracle WebLogic Server domains. You can use WLST commands to configure Capture parameters, review log files, and more. For more information on using WLST, see Oracle Fusion Middleware WebLogic Scripting Tool Command Reference.

## 2.2 Starting Capture Functions in Enterprise Manager

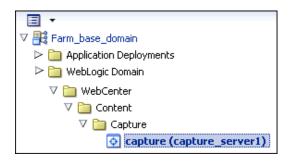
Oracle Enterprise Manager Fusion Middleware Control is a browser-based management application that is deployed when you install Oracle WebCenter. From Oracle Enterprise Manager, you can monitor and administer a farm (such as one containing Oracle WebCenter and Oracle WebCenter applications). To navigate to Oracle WebCenter Enterprise Capture pages in Oracle Enterprise Manager:

1. Enter the Oracle Enterprise Manager Fusion Middleware Control URL, which includes the name of the host and the port number assigned to Oracle Enterprise Manager during the installation. The following shows the format of the URL.

```
http://hostname.domain:port/em
```

Port is the IP port number of the Administration Server running on Oracle WebLogic Server. By default, the port number is 7001.

- 2. Enter the system administrator user name and password, and click Login.
- **3.** From the navigation pane, expand the farm and then **WebCenter**, select **Content**, then **Capture**, and then select the Capture server node.



The WebCenter Capture home page displays.

4. Click Capture in the right pane to display the Capture Server menu.

| Home                 |   |
|----------------------|---|
| Monitoring           | • |
| Control              | + |
| Logs                 | ۲ |
| Configuration        | • |
| System MBean Browser |   |
| General Information  |   |

The following table lists all the configuration parameters that you can set in this page.

| Menu Option          | Description   |
|----------------------|---|
| Home                 | Use this option to navigate to the Oracle WebCenter Enterprise Capture home page. See Section 4.3.  |
| Monitoring           | Use this option to monitor key performance metrics for the Oracle WebCenter Enterprise Capture system. See Chapter 4.   |
| Control              | Use this option to start or stop the Oracle WebCenter Enterprise<br>Capture application deployed on the server. Section 2.3.  |
| Logs                 | Use this option to view the logs or to control the log level. See Chapter 5.  |
| Configuration        | Use this option to change the system configuration and manage client bundles. See Chapter 3.  |
| System MBean Browser | The System MBean Browser lists all the configured, runtime and application defined MBeans. Use this option to access the attributes of the MBeans and to perform operations on them. Section 3.4. |
| General Information  | Use this option to view basic information about the Oracle<br>WebCenter Enterprise Capture server.  |

 Table 2–1
 Capture Server Menu Options

## 2.3 Starting and Stopping Oracle WebCenter Enterprise Capture

To start or stop Oracle WebCenter Enterprise Capture from Oracle Enterprise Manager:

- 1. Log in to Oracle Enterprise Manager using the steps listed in Section 2.2.
- 2. Click the Capture server in the right pane to display the Capture menu options.
- **3.** To start or stop Oracle WebCenter Enterprise Capture, select **Control** and then **Start** or **Shut Down**.

## 2.4 Using Oracle Enterprise Manager Help

At any time while using the Oracle Enterprise Manager Fusion Middleware Control, you can use the links available in the Resource Center on the Capture home page to get help on typical system administrator tasks.

| ✓ Resource Center   |
|---|
|   |
| Before You Begin  |
| Introduction to Oracle WebCenter Enterprise Capture   |
| Getting Started with Managing Orade WebCenter Enterprise Capture with<br>Orade Enterprise Manager |
| Typical Administration Tasks  |
| ③ Starting and Stopping Oracle WebCenter Enterprise Capture                                       |
| ② Configuring Oracle WebCenter Enterprise Capture   |
| ? Viewing Oracle WebCenter Enterprise Capture Performance   |
| ② Monitoring Oracle WebCenter Enterprise Capture Logs   |
| Other Resources   |
| 😵 Orade WebCenter Enterprise Capture on Orade Technology Network                                  |
| 🍪 Orade WebCenter Enterprise Capture Forum  |
|   |

The Resource Center provides information in the following categories:

- Before You Begin Lists topics that provide an introduction to Capture and how to get started administering Capture using Oracle Enterprise Manager.
- Typical Administrator Tasks Lists topics related to typical administrator tasks such as starting and stopping Capture, configuring Capture, viewing Capture performance metrics, and configuring and viewing Capture log files.
- Other Resources Contains the following links:
  - Oracle WebCenter Enterprise Capture on Oracle Technology Network
  - Oracle WebCenter Enterprise Capture Forum

# 2.5 Starting Capture Functions in the WebLogic Server Console

The Oracle WebLogic Server Administration Console is a browser-based user interface that you use to manage a WebLogic Server domain.

The Administration Server hosts the Administration Console, which is a Web application accessible from any supported Web browser with network access to the Administration Server.

To navigate to Oracle WebCenter Enterprise Capture functions in WebLogic Server:

1. Enter the WebLogic Server URL, which includes the name of the host and the port number assigned to WebLogic Server during the installation. The following shows the format of the URL.

http://hostname.domain:port/console

Port is the IP port number of the Administration Server running on Oracle WebLogic Server. By default, the port number is 7001.

- 2. Enter the system administrator user name and password and click Login.
- **3.** From the navigation pane, expand the farm and then WebLogic Domain, and select the capture\_domain component.

The Capture domain page displays.

| hange Center  | 🔒 Home Log Out Preferences 🔤 Record              | Help  | Welcome, weblogic Connected to: base_dom   |
|---|--|---|--|
| View changes and restarts   | Home   |   |  |
| Configuration editing is enabled. Future<br>changes will automatically be activated as you<br>nodify, add or delete items in this domain. | Home Page - Information and Resources            |   |  |
| omain Structure   | Helpful Tools                                    | General Information   |  |
| ase_domain  | <ul> <li>Configure applications</li> </ul>       | <ul> <li>Common Administration Task Descriptions</li> </ul> |  |
| Environment   | Configure GridLink for RAC Data Source           | <ul> <li>Read the documentation</li> </ul>                  |  |
| Deployments<br>Services   | <ul> <li>Recent Task Status</li> </ul>           | <ul> <li>Ask a question on My Oracle Support</li> </ul>     |  |
| - Security Realms   | <ul> <li>Set your console preferences</li> </ul> | <ul> <li>Oracle Guardian Overview</li> </ul>                |  |
| 9-Interoperability<br>9-Diagnostics   | Oracle Enterprise Manager                        |   |  |
|   | - Domain Configurations                          |   |  |
|   | Domain   | Services  | Interoperability                           |
|   | Domain   | <ul> <li>Messaging</li> </ul>                               | WTC Servers                                |
|   |  | <ul> <li>JMS Servers</li> </ul>                             | <ul> <li>Jolt Connection Pools</li> </ul>  |
|   | Environment                                      | <ul> <li>Store-and-Forward Agents</li> </ul>                |  |
|   | Servers  | <ul> <li>JM5 Modules</li> </ul>                             | Diagnostics                                |
| ow do I   | Clusters   | <ul> <li>Path Services</li> </ul>                           | Log Files                                  |
| Search the configuration  | Virtual Hosts                                    | <ul> <li>Bridges</li> </ul>                                 | <ul> <li>Diagnostic Modules</li> </ul>     |
| Use the Change Center   | Migratable Targets                               | Data Sources  | Diagnostic Images                          |
| Record WLST Scripts   | Coherence Servers                                | <ul> <li>Persistent Stores</li> </ul>                       | <ul> <li>Request Performance</li> </ul>    |
| Change Console preferences  | Coherence Clusters                               | <ul> <li>XML Registries</li> </ul>                          | Archives                                   |
| Manage Console extensions   | Machines   | <ul> <li>XML Entity Caches</li> </ul>                       | Context                                    |
| Monitor servers   | Work Managers                                    | <ul> <li>Foreign JNDI Providers</li> </ul>                  | <ul> <li>SNMP</li> </ul>                   |
|   | <ul> <li>Startup And Shutdown Classes</li> </ul> | <ul> <li>Work Contexts</li> </ul>                           |  |
| ystem Status  | a  | <ul> <li>)COM</li> </ul>                                    | Charts and Graphs                          |
| lealth of Running Servers   | Your Deployed Resources                          | <ul> <li>Mail Sessions</li> </ul>                           | <ul> <li>Monitoring Dashboard Ø</li> </ul> |
| Falled (0)  | Deployments                                      | FileT3  |  |
| Critical (0)  |  | • ATC •   |  |
| Overloaded (0)  | Your Application's Security Settings             |   |  |
| Warning (0)   | Security Realms                                  |   |  |

- 4. In the WebLogic Server Administration Console, you can do the following:
  - Manage the Capture environment including servers, clusters, virtual hosts, and work managers. For more information, see Oracle Fusion Middleware Administrator's Guide.
  - Manage database connections for database lookups. For more information about managing database connections, see Oracle Fusion Middleware Configuring and Managing JDBC Data Sources for Oracle WebLogic Server.

# **Configuring Capture**

This chapter describes the configuration options available to an Oracle WebCenter Enterprise Capture administrator and how they are accessed.

This chapter includes the following sections:

- Overview of Configuring Oracle WebCenter Enterprise Capture
- Managing Capture Settings in Enterprise Manager
- Managing Users and Security
- Browsing Capture MBeans

## 3.1 Overview of Configuring Oracle WebCenter Enterprise Capture

System administrators use Oracle Enterprise Manager functions for:

- Making changes to the Capture system configuration. See Section 3.2.1.
- Monitoring the overall Capture system on the Performance Summary page. See Section 4.2.2.
- Starting and stopping the Capture server. See Section 2.3.
- Changing logging levels. See Section 5.3.
- Searching and viewing logs. See Section 5.2.
- Receiving and viewing notification of critical issues. See Section 3.2 for more information on how to configure an email account to send error messages when an error occurs during batch processing.
- Managing client bundles. See Section 3.2.2.
- Managing Capture users and security. See Section 3.3.
- Browsing Capture MBeans. See Section 3.4.

By default, errors, warnings, and major application lifecycle events are logged. You can progressively increase the log level to cause configuration messages, debug messages, and trace messages to be logged. See Chapter 5 for more information on how to configure log files.

## 3.2 Managing Capture Settings in Enterprise Manager

The system administrator can make changes to the Capture system configuration from the System Configuration page in Oracle Enterprise Manager Fusion Middleware Control. The system administrator can change the following settings from the System Configuration page:

- System Properties
- Import Processor Settings
- SMTP Settings for E-mail broadcasts

### 3.2.1 Modifying System Configuration Settings

To modify the system configuration:

- 1. Log in to Oracle Enterprise Manager using the steps listed in Section 2.2.
- 2. Click the Capture server in the right pane to display the Capture menu options.
- **3.** To modify the system configuration, select **Configuration**, and then **System Configuration** from the Capture menu. The System Configuration page displays.

| stem Configuration                                     |            | Apply Reven |
|--|------------|-------------|
| system Properties                                      |            |             |
| * Capture System ID                                    | Capture_01 | 1           |
| * Maximum batch items per search                       | 100        |             |
| Days to maintain cache on client workstations          | 5          | ]           |
| * Frequency to poll for client bundles<br>(seconds)    | 30         | ]           |
| GD Font Path   |            |             |
| mport Processor Settings                               |            |             |
| * Frequency to check for new or updated jobs (seconds) | 60         | ]           |
| Import HA token expiration<br>(minutes)                | 5          | 3           |
| MTP Settings for E-mail broadcas                       | s          |             |
| SMTP Host  |            |             |
| SMTP Port  | 993        |             |
| SMTP User ID   |            |             |
| Change SMTP Password                                   |            |             |
| Confirm SMTP Password                                  |            |             |
| SMTP SSL   |            |             |
| SMTP STARTTLS  |            |             |
| SMTP Message From                                      |            |             |

The following table lists all the configuration parameters that you can set in this page.

 Table 3–1
 System Configuration Parameters

| Group             | Parameter                                   | Description  |
|-------------------|---|--|
| System Properties |   | This group contains configuration settings for batches and client bundles.   |
|                   | Capture System ID                           | A value that uniquely identifies the Capture system. Enter a value that uniquely identifies the Capture system on the network. |
|                   | Value: Any string, for example, Capture_01. |  |
|                   |   | <b>Default value</b> : Capture_01  |
|                   | Maximum batch items per                     | Specify the maximum number of batches to return per search.  |
| search            | Value: Any integer, for example, 100.       |  |
|                   |   | Default value: 100   |

| Group                                  | Parameter  | Description   |
|--|--|---|
|  | Days to maintain cache on clients workstations       | Specify the number of days cache will be maintained on client<br>workstations. If a batch is locked, it will not be deleted from the<br>client workstation's cache. No warning is given when a batch is<br>deleted from the cache.        |
|  |  | Value: Any integer, for example, 3.   |
|  |  | Default value: 5  |
|  | Frequency to poll for client bundles (seconds)       | Specify the frequency to check for updated client bundles. This is measured in seconds.   |
|  |  | Default value: 30   |
|  | GD Font Path   | For Unix systems, specify the location of the Unix font directory.<br>This path is used by the PDF Image Only document output format<br>driver to render the fonts for PDF documents.   |
|  |  | Value: A valid directory path, for example, /usr/share/X11/fonts.   |
| Import Processor Settings              |  | This group contains configuration settings for the Import Processor.  |
|  | Frequency to check for new or updated jobs (seconds) | Specify how often an internal timer will fire to check for Import<br>Processor jobs that need to be processed. This is measured in<br>seconds.  |
|  |  | Value: Any integer, for example, 60.  |
|  |  | Default value: 60   |
|  | Import HA token expiration<br>(minutes)              | Specify the duration for which an Import HA Token is valid. This is<br>measured in minutes. An Import HA Token uniquely identifies and<br>maintains processing state of an object being imported such as an<br>email, file, or list file. |
|  |  | Value: Any integer, for example, 60.  |
|  |  | Default value: 5  |
| SMTP Settings for E-mail<br>broadcasts |  | This group contains settings for configuring an email account to use<br>when sending error messages if an error occurs during batch<br>processing.  |
|  | SMTP Host  | Specify an SMTP Server Host.  |
|  |  | Value: Any string, for example, test.example.com.   |
|  | SMTP Port  | Specify the SMTP Server Port.   |
|  |  | Value: Any valid port number, for example, 80.  |
|  | SMTP User ID   | Specify a user ID for the SMTP server.  |
|  |  | Value: Any string, for example, TEST01.   |
|  | Change SMTP Password                                 | Specify a value for the SMTP password.  |
|  |  | Value: Any string   |
|  | Confirm SMTP Password                                | Re-enter the new SMTP password.   |
|  |  | Value: Any string   |
|  | SMTP SSL   | Specify if the SMTP server should use SSL security.   |
|  | SMTP Start TLS                                       | Specify if the SMTP server should use start TLS.  |
|  | SMTP Message From                                    | Specify a value for the From field for SMTP messages.   |
|  |  | Value: Any string   |

Table 3–1 (Cont.) System Configuration Parameters

## 3.2.2 Managing Client Bundles

Bundles are program modules that are downloaded and executed by the Capture client. As a system administrator, you may need to delete selected bundles, search for new or updated bundles, and apply them.

To manage client bundles from Oracle Enterprise Manager:

1. Log in to Oracle Enterprise Manager using the steps listed in Section 2.2.

- 2. Click the Capture server in the right pane to display the Capture menu options.
- **3.** To manage client bundles, select **Configuration**, and then **Bundle Manager** from the Capture menu. The Bundle Manager page displays.

| undle Mennen   |
|--|
| Bundle Manager   |
| nstall Client Bundles  |
|  |
| To install a new bundle, copy the bundle archive to <ecm_home>/capture/clientbundles/ and click the button below to scan for bundle changes</ecm_home> |
| Scan for Client Bundles  |
| Delete Client Bundles  |
| Installed Bundles  |
| oracle.dc.captureexportservice   |
| oracle.oddc.extensionapi   |
| oracle.oddc.jsextension  |
| oracle.ice.core  |
| oracle.ice.importdriver  |
| oracle.ice.twaindriver   |
| oracle.dc.imageexport  |
| oracle.jai   |
| oracle.jotwain   |
|  |
| oracle.dc.imageexport.oit  |
| oracle.dc.oitexport.native-win-x86-32  |
| oracle.dc.oitexport.native-linux-x86-32  |
| Delete selected bundles  |

- **4.** To delete orphaned client bundles, from the list of installed client bundles, select the ones you want to delete, then click **Delete selected bundles**.
- **5.** To scan for and install updated client bundles, click **Scan for Client Bundles**. Any updated client bundled are installed.

**Note:** To install a new bundle, copy the bundle archive to the <ECM\_ HOME>/capture/clientbundles directory, and then click **Scan for Client Bundles**.

**6.** Click **Apply** to save your changes. You may need to restart the Capture server for the changes to take effect.

# 3.3 Managing Users and Security

This section covers the following topics:

- Section 3.3.1, "About Security and Capture Roles"
- Section 3.3.2, "Assigning Capture Roles in Oracle Enterprise Manager"
- Section 3.3.3, "About Authentication"
- Section 3.3.4, "About SSL"

#### 3.3.1 About Security and Capture Roles

Capture includes the following roles:

- System Administrator
- Capture Workspace Manager

- Capture Workspace Viewer
- Capture Client User

#### 3.3.1.1 System Administrator

The system administrator is a *super user* that has complete control over the Capture system's configuration and administration. This user can give permissions to access the system to others. The system administrator can perform the following tasks:

- Access the Enterprise Manager application to configure system parameters, assign roles to Capture users and groups, view performance data, and manage system logs.
- Apply system updates.
- Grant the workspace manager role to individuals or groups of individual users.

#### 3.3.1.2 Capture Workspace Manager

A workspace manager is allowed to create Capture workspaces, and create client profiles and batch processing jobs for processes that act upon batches within the workspace. In addition, the workspace manager also grants other users permission to access the workspace in the workspace manager, workspace viewer, or user roles.

#### 3.3.1.3 Capture Workspace Viewer

A workspace viewer is granted read-only permission to the workspace for the purpose of reviewing the workspace configuration to include client profiles and batch processor job configurations.

#### 3.3.1.4 Capture Client User

A Capture client user may create, update, and delete batch-related content within a workspace, including batches, batch items, documents, and pages.

#### 3.3.2 Assigning Capture Roles in Oracle Enterprise Manager

You can create Capture users in Oracle WebLogic Server administration control, and then assign roles to them in Oracle Enterprise Manager.

To create an Oracle WebCenter Enterprise Capture user:

- 1. Log into the WebLogic Server administration console using the steps listed in Section 2.5.
- 2. Navigate to the capture\_domain within WebLogic Server, and then click **Security Realms**.
- **3.** In the table under the Summary of Security Realms section, click myrealm, the built-in realm that works with the integrated LDAP.
- 4. Select the Users and Groups tab and then the Users subtab.
- 5. Under the Users section, click New to display the Create a New User section.
- 6. In the Name field, specify a name, for example Workspace Manager.
- 7. In the Password field, specify a password.
- 8. In the Confirm Password field, enter the password again, and then click OK.
- **9.** Create another user by performing steps 4 to 8.

You can assign LDAP users and groups to Capture roles in Oracle Enterprise Manager.

To assign a Capture role to users and groups:

- 1. Log in to Oracle Enterprise Manager using the steps listed in Section 2.2.
- 2. Navigate to the capture\_domain within the WebLogic Domain.
- **3.** Right-click the capture\_domain, select **Security**, and then **Application Roles**. The Application Roles page displays.

| Application Roles  |                              |                            |   |
|--|------------------------------|----------------------------|---|
|  |                              |                            | application. These roles are seeded by applications in single global policy store when the<br>t of end users accessing the application. |
| 📑 To manage users and groups in  | the WebLogic Domain, use the | Oracle WebLogic Server     | Security Provider.  |
| ≥ Policy Store Provider  |                              |                            |   |
| ≤ Search   |                              |                            |   |
| Select an application and enter s<br>differerent from application name |                              | o search for roles defined | by this application. Use application stripe to search if application uses a stripe that is  |
| Application Stripe cap   | ture                         | *                          |   |
| Role Name Sta  | rts With 💌                   |                            | R   |
| 🔮 Create 🛛 😭 Create Lik  | e 🥖 Edit 💥 Delete            |                            | Search application roles  |
| Role Name  | Display Name                 |                            | Description   |
| CaptureUser  | Capture User                 |                            |   |
| CaptureWorkspaceManager  | Capture Works                | pace Manager               |   |
| CaptureWorkspaceViewer   | Capture Works                | pace Viewer                |   |
|  |                              |                            |   |
| Membership for Capture   | User                         |                            |   |
| Principal  | Display Name                 | Туре                       | Description   |
| weblogic   |                              | User                       |   |
| captureadmin   |                              | User                       |   |

- **4.** In the **Application Stripe** field, select capture, and then click the Search application roles icon to display the Capture application roles.
- **5.** Select a role from the list, for example, CaptureWorkspaceManager, then click **Edit**. The Edit Application Role page for the selected role displays.

|                       | Edit Application Role<br>I Role : CaptureWorkspaceMana | a                               | OK Cance  |
|-----------------------|--|---------------------------------|---|
| eneral                |  |                                 |   |
| Application<br>Stripe | capture  |                                 |   |
| Role Name             | CaptureWorkspaceManager                                |                                 |   |
| Display Name          | Capture Workspace Manager                              |                                 |   |
| Description           |  |                                 |   |
|                       |  |                                 |   |
|                       |  | .:1                             |   |
| lembers               |  |                                 |   |
|                       | may need to be mapped to users or groups               | defined in enterprise LDAP serv | er, or the role can be mapped to other application ro |
|                       |  |                                 |   |
|                       | Delete   |                                 |   |
| Add 💥                 | Delete<br>Display Na                                   | ame                             | Туре  |

- 6. In the Edit Application Role page, under Members, click Add.
- **7.** In the **Add Principal** dialog box, search for users or groups that you want to add to the selected Capture role.
- 8. Click **OK** to add the selected user or group.
- **9.** Repeat steps 6 to 8 to add more users or groups to the selected role.

**Note:** After a user has been granted the CaptureWorkspaceManager role, that user can sign in to the Workspace Console, create a workspace, and grant Capture access to other LDAP users who have been assigned Capture roles.

**Note:** You must assign the CaptureWorkspaceManager and CaptureUser roles to the first workspace manager to provide access to the Capture Workspace Console and the Capture client. Only members of the CaptureUser role can use the Capture client.

10. Click OK.

**11.** Add users and groups to the other Capture roles by performing steps 5 to 10.

#### 3.3.3 About Authentication

Authentication is handled by the application server. Capture's user login, access, and authentication are integrated with Oracle WebLogic Server and Oracle Platform Security Services (OPSS). Once authenticated, users' permissions are dictated by application role membership and the workspaces and Capture resources to which they have been granted permission. Within Capture, workspace managers grant access to users or groups. For example, a workspace manager assigns a user group granted the Capture user role to a client profile within the workspace.

#### 3.3.4 About SSL

Capture supports communication between the client and server using HTTP or HTTPS application protocols. If the Capture client is accessed outside the protection of an organization's firewall, the application server's web container should be configured to require HTTPS connections to ensure that all sensitive information is properly secured. SSL applies to the managed server and encompasses both the client and workspace console. Therefore, configuring the server to use SSL affects both the client and workspace console web applications. For more information on how to configure SSL in Oracle Fusion Middleware, see the *Oracle Fusion Middleware Administrator's Guide*.

## 3.4 Browsing Capture MBeans

Java Management Beans, called MBeans, are part of the greater Java Management eXtensions (JMX) standard which defines ways for administration applications to configure and control Java applications externally. At installation, Capture registers its MBeans with the hosting application server's MBean server. This allows other applications to interact with Capture's configuration data. This includes WebLogic Scripting Tool (WLST) and Oracle Enterprise Manager MBean browser.

#### 3.4.1 Viewing Capture MBeans

If you use Oracle Enterprise Manager to monitor server performance, you may want to also use the Enterprise Manager System MBean Browser to view Oracle WebCenter Enterprise Capture MBean values.

To view Capture MBeans using the System MBean Browser:

- 1. Log in to Oracle Enterprise Manager using the steps listed in Section 2.2.
- 2. Click the Capture server in the right pane to display the Capture menu options.
- **3.** To view Capture MBeans, select **System MBean Browser** from the Capture menu. The System MBean Browser page displays.
- **4.** In the left navigation pane, under Application Defined MBeans, expand **oracle.capture**. Select the appropriate server.

- **5.** Expand the appropriate server.
- **6.** Expand the Capture application within the selected server.
- 7. Expand config.
- 8. Click Config. The list of Capture MBeans displays in the right pane.

| 8 Y   6   | Application Defined MBe<br>> Show MBean Information |                                  |        | Apply Rever   |
|---|---|----------------------------------|--------|---|
| Application Defined MBeans                            | Attributes Operations                               |                                  |        |   |
| > iii TopLink   | Name  | Description                      | Access | Value   |
| > 🧰 com.oracle  | 1 BatchRefreshLimit                                 | Attribute exposed for management | RW     | 100   |
| > 🧰 com.oracle.igf                                    | 2 CaptureNativePath                                 | Attribute exposed for management | R      | /scratch/ppalanet/RC1/wls/Oracle_ECM1/capture/bin/linux6  |
| > 🧰 com.oracle.)dbc                                   | 3 CaptureSystemID                                   | Attribute exposed for management | R₩     | Capture_01  |
| Com.oracle.jps  | 4 DefaultDaysToRetainBatches                        | Attribute exposed for management | RW     | 5   |
| i com.sun.management<br>com.sun.xml.ws.transport.http | 5 GDFontPath  | Attribute exposed for management | RW     |   |
| com.sun.xml.ws.transport.netp                         | 6 ImportHATokenExpiration                           | Attribute exposed for management | R₩     | 5   |
| emoms.props   | 7 ImportJobRefreshInterval                          | Attribute exposed for management | RW     | 60  |
| emomslogging.props                                    | 8 InstalledBundles                                  | Attribute exposed for management | R      | oracle.dc.captureexportservice.oracle.oddc.extensionapi.o |
| 🗀 java.lang   | 9 MaxBatchProcessingAttempt                         | Attribute exposed for management | RW     | 10  |
| java.util.logging                                     | 10 OITNativePath                                    | Attribute exposed for management | R      | /scratch/ppalanet/RC1/wls/Oracle_ECM1/oit/linux/lib/conte |
| oracle.adf.share.config                               | 11 PolForBundles                                    | Attribute exposed for management | R₩     | 30  |
| oracle.adf.share.connections                          | 12 SMTPHost   | Attribute exposed for management | RW     |   |
| oracle.as.util  | 13 SMTPMessageFrom                                  | Attribute exposed for management | RW     |   |
| oracle.capture<br>Server: capture_server1             | 14 SMTPPassword                                     | Attribute exposed for management | W      |   |
| Application: capture                                  | 15 SMTPPort   | Attribute exposed for management | RW     | 993   |
| V Config  | 16 SMTPSSL  | Attribute exposed for management | RW     | false   |
| S Config  | 17 SMTPStartTLS                                     | Attribute exposed for management | RW     | false 🛛   |
| > Cal geninf  | 18 SMTPLkerID                                       | Attribute exposed for management | RW     | 1000  |

The Capture MBeans can be configured from the System Configuration page in Oracle Enterprise Manager. See Section 3.2 for more information.

You can also use WLST to view Capture MBeans. For more information on how to use WLST to view Capture MBeans, see the *Oracle Fusion Middleware WebLogic Scripting Tool Command Reference*.

# **Monitoring Capture**

This chapter provides information on monitoring the Capture system, including an overview of monitoring, how to view the status of your Capture system, monitor and audit its performance, and view system messages.

This chapter includes the following sections:

- Overview of Monitoring Capture
- Monitoring Capture
- Viewing Capture Status
- Auditing Capture
- Viewing System Messages

# 4.1 Overview of Monitoring Capture

Oracle Enterprise Manager allows you to monitor the performance of your Capture system. It provides a set of key performance metrics that you can use to monitor the state of different Capture components, monitor process requests, audit the system performance and view system messages.

# 4.2 Monitoring Capture

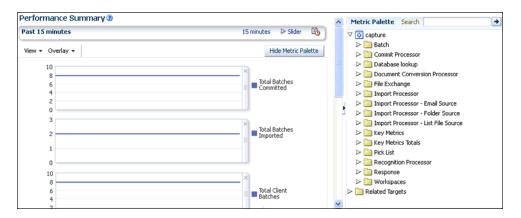
You can monitor performance metrics of your Capture system from the Performance Monitor page in Oracle Enterprise Manager.

This section contains the following topics:

- Section 4.2.1, "Understanding Capture Performance Metrics"
- Section 4.2.2, "Viewing Performance Metrics"

#### 4.2.1 Understanding Capture Performance Metrics

You can view key metrics of your Capture system from Oracle Enterprise Manager.



The following tables list the Capture performance metrics along with their descriptions.

#### 4.2.1.1 Key Performance Metrics

The following table lists the Capture key metrics. These metrics allow you to quickly assess the overall performance of the system. These metrics are displayed by default on the Capture home page.

| Metric Name                  | Description  |
|------------------------------|--|
| Total Recognition Batches    | The total number of batches that have been processed by the Recognition Processor. |
| Total Batches Committed      | The total number of batches committed by the Commit Processor.                     |
| Total Batches Imported       | The total number of batches that have been created by the Import Processor.        |
| Total Client Batches         | The total number of batches created by Capture clients.                            |
| Total Items Uploaded         | The total number of items uploaded by Capture client workstations.                 |
| Total Documents<br>Converted | The total number of documents processed by the Document Conversion Processor.      |

**Note:** Each metric listed above is a system total across all configured jobs.

The following table lists the key metrics for the last one minute.

| Metric Name  | Description   |
|--|---|
| Number of recognition<br>batches in the last one<br>minute | The total number of batches processed by the Recognition<br>Processor in the last one minute. |
| Number of batches<br>committed in the last one<br>minute   | The total number of batches committed by the Commit Processor<br>in the last one minute.      |
| Number of batches<br>imported in the last one<br>minute    | The total number of batches created by the Import Processor in the last one minute.           |

| Metric Name   | Description   |
|---|---|
| Number of client batches<br>created in the last one<br>minute | The total number of batches created by Capture clients in the last one minute.                          |
| Number of items<br>uploaded in the last one<br>minute         | The total number of items uploaded by Capture client workstations in the last one minute.               |
| Number of documents<br>converted in the last one<br>minute    | The total number of documents processed by the Document<br>Conversion Processor in the last one minute. |

#### 4.2.1.2 Workspace Metrics

The following table lists the Capture workspace metrics. These metrics display information related to operations on workspaces defined in the Capture system. These metrics are displayed as graphs.

| Metric Name                                   | Description  |
|---|--|
| Average time required to load workspaces      | The average, maximum and minimum values of the times taken<br>to load the list of workspaces in the Capture workspace console.   |
| Average time required to load metadata fields | The average, maximum and minimum values of the times taken<br>to load the list of metadata fields in the Capture workspace<br>console when a workspace name is selected.   |
| Average time required to load document types  | The average, maximum and minimum values of the times taken<br>to load the list of document profiles in the Capture workspace<br>console when a workspace name is selected. |

#### 4.2.1.3 Batch Metrics

The following table lists the batch metrics. These metrics display information related to batch operations and are displayed as graphs.

| Metric Name                             | Description  |
|---|--|
| Average time to load<br>batches         | The average, maximum and minimum values of the times taken<br>to load the list of batches by the user or client workstation.           |
| Average time to query<br>locked batches | The average, maximum and minimum values of the times taken<br>to load the list of locked batches by the user or client<br>workstation. |
| Average time to search for batches      | The average, maximum and minimum values of the times taken<br>to execute the search operation on the batches by the Capture<br>client. |
| Average time to create a batch          | The average, maximum and minimum values of the times taken<br>to create batches by different users at different times.                 |
| Average time to update a batch          | The average, maximum and minimum values of the times taken<br>to commit changes to a batch to the server.                              |
| Average time to delete a batch          | The average, maximum and minimum values of the times taken<br>to delete batches by different users at different times.                 |
| Average time to lock a batch            | The average, maximum and minimum values of the times taken to lock a batch.  |
| Number of failed batch lock attempts    | The number of batch lock failures which have occurred.   |

| Metric Name                                     | Description  |
|---|--|
| Average time to unlock a batch                  | The average, maximum and minimum values of the times taken<br>to unlock a locked batch by the system administrator.  |
| Average time to load<br>documents for a batch   | The average, maximum and minimum values of the times taken<br>to load the documents for a batch whenever such loading is<br>required.  |
| Average time to load the items for a batch      | The average, maximum and minimum values of the times taken<br>to load the items for a batch whenever such loading is required.   |
| Average time to create a batch item             | The average, maximum and minimum values of the times taken<br>to create batch items or images during scan or import<br>operations.   |
| Average time to delete a batch item             | The average, maximum and minimum values of the times taken<br>to delete items or images from a batch.  |
| Average time to link a batch item to a document | Batch items are linked or added to documents depending on the<br>client profile during scanning or adding or removing<br>documents from a batch. This metric gives the average,<br>maximum and minimum values of the times taken to execute<br>these link or add operations. |
| Average time to create a document record        | The average, maximum and minimum values of the times taken to create a document.   |
| Average time to update a document record        | The average, maximum and minimum values of the times taken<br>to commit the changes to the document to the server.   |
| Average time to load document items             | The average, maximum and minimum values of the times taken<br>to load the pages for a document when the user chooses to<br>review or index the documents in a batch.   |
| Average time to delete a document               | The average, maximum and minimum values of the times taken<br>to delete a document or item in the review or index section.   |
| Average time to remove an item from a document  | The average, maximum and minimum values of the times taken to unlink or delete a batch item from a document.   |

#### 4.2.1.4 DB Lookup Metric

The following table lists the database lookup metric. This metric provides information related to database lookups and is displayed as a graph.

| Metric Name                                  | Description  |
|--|--|
| Average time to execute a<br>Database Lookup | The aggregated value of the times taken to search the database for each DB lookup profile along with the maximum and minimum values. |

#### 4.2.1.5 Pick-List Metric

The following table lists the pick-list metric. This metric provides information related to choice list operations and is displayed as a graph.

| Metric Name                                    | Description  |
|--|--|
| Average time to load the items for a Pick-list | The average value of the times taken to load choice list items for<br>a particular choice list when the client chose to index a<br>document. |

#### 4.2.1.6 File Exchange Metrics

The following table lists the file exchange metrics. These metrics provide information related to file exchanges between clients and the server. These metrics are displayed as a metric table with a row for each Handler.

| Metric Name                             | Description  |
|---|--|
| Average time to upload an item          | The average, maximum and minimum values of the times taken<br>to upload an item from the client to the server for each Handler.          |
| Failed upload exceptions occurring      | The number of failed upload operations for each Handler.   |
| Average time to download an item        | The average, maximum and minimum values of the times taken<br>to download an item from the server to the client end for each<br>Handler. |
| Failed download<br>exceptions occurring | The total number of failed download operations.  |

#### 4.2.1.7 Commit Processor Metrics

The following table lists the Commit Processor metrics. These metrics provide information related to batch commit operations. These metrics are displayed as a metric table with a row for each commit profile.

| Metric Name             | Description  |
|-------------------------|--|
| Total committed batches | The total number of batches committed for a commit profile.                                  |
| Total exceptions        | The total number of exceptions that have occurred committing documents for a commit profile. |
| Total cancelled         | The total number of document commits that were cancelled.                                    |
| Average commit time     | The average time it takes for the commit profile to commit a batch.                          |

#### 4.2.1.8 Recognition Processor Metrics

The following table lists the Recognition Processor metrics. These metrics provide information related to barcode recognition operations. These metrics are displayed as a metric table with a row for each recognition job.

| Metric Name                                 | Description   |
|---|---|
| Total Processing Barcode<br>Phase Completed | The total number of batches that have been processed by the recognition job.        |
| Total Processing Batches<br>Avg Time        | The average time taken to process a batch.  |
| Total Processing Batches<br>Completed       | The total number of batches processed.  |
| Total System Errors                         | The total number of system errors while committing documents for a recognition job. |
| Total Time Processing<br>Barcode Phase      | The total time spent in recognizing barcodes on images.                             |
| Total Time Processing<br>Barcode Phase Avg  | The average time spent in recognizing barcodes on images.                           |

| Metric Name                      | Description                              |
|----------------------------------|--|
| Total Time Processing<br>Batches | The total time taken to process a batch. |

#### 4.2.1.9 Import Processor Metrics

This section lists the metrics specific to the Import Processor.

The following table lists the Import Processor level metrics. These metrics are captured as a total across all jobs that are processed. These metrics are used to measure the performance of the Import Processor as a whole.

| Metric Name              | Description   |
|--------------------------|---|
| Total imported batches   | The total number of batches that have been created. |
| Total imported documents | The total number of documents imported.             |
| Total imported pages     | The total number of pages imported by the job.      |

The following table lists the Import Processor - Email Source metrics. These metrics are captured at the source level for the email import source.

| Metric Name                  | Description  |
|------------------------------|--|
| Connect Account Avg<br>Time  | The average time taken to connect to the email server specified in the import job. |
| Connect Account<br>Completed | The total time taken to complete the connection to an email server.                |
| Connect Account Time         | The total time taken to connect to an email server.                                |
| Process Account Avg Time     | The average time taken to retrieve messages from an inbox.                         |
| Process Account<br>Completed | The time taken to complete retrieving messages from an inbox.                      |
| Process Account Time         | The time taken to retrieve messages from an inbox.                                 |

The following table list the Import Processor - Folder Source metrics. These metrics are used to measure the overall performance of an import job when processing a folder. These metrics are displayed as graphs.

| Metric Name              | Description   |
|--------------------------|---|
| Process File Avg Time    | The average time taken to process a file within the folder. |
| Process File Completed   | The total number of files processed.                        |
| Process File Time        | The total time taken to process a file.                     |
| Process Folder Avg Time  | The average time taken to process a folder.                 |
| Process Folder Time      | The total time taken to process a folder.                   |
| Process Folder Completed | The total number of folders processed.                      |
| Total Files Imported     | The total number of files imported by the import job.       |
| Total Folders Imported   | The total number of folders imported by the import job.     |

The following table list the Import Processor - List File Source metrics. These metrics are used to measure the overall performance of an import job when processing a list file. These metrics are displayed as graphs.

| Metric Name                    | Description  |
|--------------------------------|--|
| Process File Avg Time          | The average time taken to process a file within the folder.        |
| Process File Completed         | The total number of files processed by the import job.             |
| Process File Time              | The total time taken to process a file specified in the list file. |
| Process Folder Avg Time        | The average time taken to process a folder.                        |
| Process Folder Completed       | The total number of folders processed by the import job.           |
| Process Folder Time            | The total time taken to process a folder.                          |
| Process List File Avg Time     | The average time taken to process a list file import job.          |
| Process List File<br>Completed | The time taken to complete a list file import job.                 |
| Process List File Time         | The time taken to process a list file.                             |
| Total Folders Imported         | The total number of folders imported by the import job.            |

#### 4.2.1.10 Document Conversion Processor Metrics

This section lists the metrics specific to the Document Conversion Processor.

The following table lists the Document Conversion Processor metrics. These metrics are displayed as graphs.

| Metric Name                             | Description  |  |
|---|--|--|
| Document Conversion<br>Completed        | The total number of documents processed for a document processing job. |  |
| Document Conversion Time                | Time The time taken to process a document.                             |  |
| Document Conversion Time<br>Avg         | ent Conversion Time The average time taken to process a document.      |  |
| Total Batches Converted                 | The total number of batches processed by the job.                      |  |
| Total Document Conversion<br>Exceptions | The number of exceptions that occurred while processing documents.     |  |

#### 4.2.2 Viewing Performance Metrics

To view the performance metrics of your Capture system installation:

- 1. Log in to Oracle Enterprise Manager using the steps listed in Section 2.2.
- 2. Click the Capture server in the right pane to display the Capture menu options.
- **3.** To view the performance metrics, select **Monitoring**, and then **Performance Summary** from the Capture menu. The Performance Summary page displays. By default, the Performance Summary page displays the performance metrics for the past 15 minutes.
- 4. Optionally, click Slider in the top right side of the page to view the time slider.

| Past | 15 minutes           |       |       |       |       |       |       |       | All   | 15 minutes | V Slider | 20 |
|------|----------------------|-------|-------|-------|-------|-------|-------|-------|-------|------------|----------|----|
| •    |                      |       | 1     |       |       |       |       |       |       |            | •        | Ð  |
|      | 02:36 AM 02:38 02:40 | 02:42 | 02:44 | 02:46 | 02:48 | 02:50 | 02:52 | 02:54 | 02:56 | 02:5       | 8        |    |

Use the time slider to select the time period for which to display the metrics.

**5.** Optionally, click the **Enter Time** icon next to **Slider** in the top right side of the page.



The Enter Time dialog box displays.

| Enter Time             |     |                                  |
|------------------------|-----|----------------------------------|
| Start Time<br>End Time | 2 🛊 | 39 🚔 💿 AM 🔾 PM<br>51 🚔 💽 AM 🔾 PM |
|                        |     | OK Cancel                        |

- 6. Enter the start and end time for which to display the metrics, then click OK.
- 7. Click Show Metrics Palette in the right pane. The Metric Palette displays.

| Metric Palette Search 🔶             |
|-------------------------------------|
| V 🐼 capture                         |
| ▷ 🚞 Batch                           |
| Commit Processor                    |
| ▷ 🚞 Database lookup                 |
| Document Conversion Processor       |
| File Exchange                       |
| Import Processor                    |
| Import Processor - Email Source     |
| Import Processor - Folder Source    |
| Import Processor - List File Source |
| Key Metrics                         |
| Key Metrics Totals                  |
| 🖻 🚞 Pick List                       |
| Recognition Processor               |
| Response                            |
| Workspaces                          |
| Related Targets                     |

**8.** In the Metric Palette, select the metrics that you want to display in the Performance Summary page. To view metrics in a table format, select **Table View**.

For more information about the available Capture metrics, see Section 4.2.1.

# 4.3 Viewing Capture Status

You can view the status of Oracle WebCenter Enterprise Capture using Oracle Enterprise Manager or Oracle WebLogic Server. The Capture home page in Oracle Enterprise Manager displays the status of your Capture system. It displays the state, version, and uptime of the Capture system.

To view the status of your Capture system installation:

- 1. Log in to Oracle Enterprise Manager using the steps listed in Section 2.2.
- 2. By default, the Capture home page displays.
- **3.** The General Information section on the home page displays the status of your Capture system (state, version, and uptime).

**4.** The Key Metrics section on the lower pane displays the Capture Performance metrics. See Section 4.2.1 for more information about the Capture Performance metrics.

You can navigate to the home page from any other page by clicking **Home** in the Capture menu options in the right pane.

**Note:** For more information on viewing the status of your Capture system using the Oracle WebLogic Server administration console, see the Oracle WebLogic Server documentation.

# 4.4 Auditing Capture

Oracle WebCenter Enterprise Capture audits certain activities and saves the information in an audit table.

You can use audit information to create reports using a third-party reporting application. For example, you might build a custom report that provides the total number of pages scanned per day per user. This would allow you to compare the output of scanning users.

#### 4.4.1 ecAudit Table

The ecAudit table stores information about actions taken during processing. Table 4–1 describes the columns in the ecAudit table.

| Column Name       | Data Type      | Field Length | Description   |
|-------------------|----------------|--------------|---|
| ecDateTime        | Integer        | 4            | Date and time the activity occurred. The date<br>and time are relative to the locale of the server<br>where the application is running. |
| ecUserID          | Text           | 255          | User ID of the person who performed the activity.   |
| ecProcessorID     | Text           | 40           | The name of the processor that is logging the activity.   |
| ecActionID        | Number         | 4            | Activity ID of the activity being logged. This<br>number is relevant only for the processor<br>logging the activity.                    |
| ecActionDesc      | Text           | 255          | Description of the activity.  |
| ecWorkspace       | Text           | 128          | The workspace where the audit is created.   |
| ecBatch           | Text           | 128          | Batch affected by the activity.   |
| ecBatchID         | Text           | 255          | Internal ID assigned to the batch.  |
| ecActionDataInt   | Long Integer   | 4            | If the activity produces an integer result, that result is saved here.  |
| ecActionDataFloat | Floating Point | 126          | If the activity produces a floating-point value result, that result is saved here.  |
| ecActionDataText1 | Text           | 255          | If the activity produces a text result, that result is saved here.  |
| ecActionDataText2 | Text           | 255          | Miscellaneous information about the activity.   |
| ecActionDataText3 | Text           | 255          | Miscellaneous information about the activity.   |

Table 4–1 ecAudit Table

| Column Name       | Data Type | Field Length | Description                                    |
|-------------------|-----------|--------------|--|
| ecActionDataText4 | Text      | 255          | Miscellaneous information about the activity.  |
| ecActionDataText5 | Text      | 255          | Miscellaneous information about the activity.  |
| ecErrorNum        | Integer   | 4            | Error number associated with activity failure. |
| ecErrorDesc       | Text      | 255          | Error Description.                             |

Table 4–1 (Cont.) ecAudit Table

### 4.4.2 Recognition Processor Activity IDs

This section describes the activities Recognition Processor audits and reports.

In Table 4–1, Date, UserID, FileCabinet, and Batch are automatically filled in for each activity. The ecActionDataText1 field typically contains the batch job name for each activity. The following table describes the remaining data elements for Recognition Processor audit activity:

| Activity<br>ID | Description               | ecActionDataInt                                    | ecActionDataText1    | ecActionDataFloat                                    |
|----------------|---------------------------|--|----------------------|--|
| 3001           | Start of batch processing | Number of documents in the batch before processing | Current batch job ID | Number of batch items in the batch before processing |
| 3002           | End of batch processing   | Number of documents in the batch after processing  | Current batch job ID | Number of batch items in the batch after processing  |

#### 4.4.3 Document Conversion Processor Activity IDs

This section describes the activities Document Conversion Processor audits and reports.

In Table 4–1, Date, Time, UserID, ProcessID, Workspace, BatchID, and Batch are automatically filled in for each activity. The ecActionDataText1 field always contains the profile name for each activity. The following table describes the remaining data elements for Document Conversion Processor audit activity:

| Activity<br>ID | Description               | ecActionDataInt  | ecActionDataText1    | ecActionDataFloat                                    |
|----------------|---------------------------|--|----------------------|--|
| 4001           | Start of batch processing | Number of documents in<br>the batch before<br>processing | Current batch job ID | Number of batch items in the batch before processing |
| 4002           | End of batch processing   | Number of documents in the batch after processing        | Current batch job ID | Number of batch items in the batch after processing  |

#### 4.4.4 Commit Processor Activity IDs

This section describes the activities Commit Processor audits and reports.

In Table 4–1, Date, Time, UserID, ProcessID, Workspace, BatchID, and Batch are automatically filled in for each activity. The following table describes the remaining data elements for Commit Processor audit activity:

| Activity<br>ID | Description                               | ecActionDataInt                     | ecActionData<br>Text1 | ecActionData<br>Text2  | ecActionData<br>Text3 | ecActionData<br>Text4  |
|----------------|---|-------------------------------------|-----------------------|------------------------|-----------------------|------------------------|
| 2001           | Start of batch processing                 | N/A                                 | Commit profile<br>ID  | Commit<br>profile name | N/A                   | N/A                    |
| 2002           | End of batch processing                   | Number of<br>documents<br>committed | Commit profile<br>ID  | Commit<br>profile name | N/A                   | N/A                    |
| 2003           | Indicates a<br>document was<br>committed. | Number of pages in the document     | Document ID           | Document profile name  | Commit<br>profile ID  | Commit<br>profile name |

#### 4.4.5 Activity IDs

The following table describes the actions that the Capture server components audit.

| ActionID | Description                       | ecActionDataInt   | ecActionDataText1  | ecActionDataText2  |
|----------|-----------------------------------|---|--|--|
| 1001     | Create batch                      | N/A   | N/A  | N/A  |
| 1003     | Update batch                      | N/A   | N/A  | N/A  |
| 1004     | Delete batch                      | N/A   | N/A  | N/A  |
| 1005     | Batch released                    | N/A   | The ID of the batch<br>processor that will<br>process the batch. | The ID of the<br>commit processor<br>job that will process<br>the batch. |
| 1006     | Batch unlocked                    | N/A   | N/A  | N/A  |
| 1007     | Create batch item                 | N/A   | N/A  | N/A  |
| 1009     | Update batch item                 | N/A   | N/A  | N/A  |
| 1010     | Delete batch item                 | N/A   | N/A  | N/A  |
| 1011     | Create document                   | N/A   | N/A  | N/A  |
| 1013     | Update document                   | N/A   | N/A  | N/A  |
| 1014     | Delete document                   | Document Number   | Document ID  | N/A  |
| 1015     | Batch item linked to document     | N/A   | N/A  | N/A  |
| 1016     | Batch item unlinked from document | N/A   | N/A  | N/A  |
| 2001     | Start of batch processing         | N/A   | Commit profile ID  | Commit profile name  |
| 2002     | End of batch processing           | Total count of<br>documents<br>committed using the<br>commit profile. | Commit profile ID  | Commit profile<br>name   |

# 4.5 Viewing System Messages

This section provides information on the system messages generated by Capture. Information about Capture system messages, their causes and actions can help you troubleshoot and resolve Capture system errors.

The following table provides detailed information about Capture error messages, their causes, and associated actions.

| Message ID | Description  | Cause   | Action   |
|------------|--|---|--|
| 10000      | Initializing Capture                                       | The capture application is starting.  | No action required.  |
| 10001      | Error creating batch item                                  | The user tried adding an item to the batch.                                     | Make sure the batch path exists and<br>there is no problem accessing the<br>database.                      |
| 10002      | Error committing documents                                 | There was a problem updating<br>the committed column of the<br>document record. | Make sure the database is accessible<br>and that the user has proper<br>permission to the database tables. |
| 10003      | Error creating workspace                                   | Database connectivity issue.  | Ensure the database is accessible.   |
| 10004      | Error updating workspace                                   | Database connectivity issue.  | Ensure the database is accessible.   |
| 10005      | Error deleting workspace                                   | Database connectivity issue.  | Ensure the database is accessible.   |
| 10006      | Error loading workspaces                                   | Database connectivity issue.  | Ensure the database is accessible.   |
| 10007      | Error creating metadata definition                         | Database connectivity issue.  | Ensure the database is accessible.   |
| 10008      | Error loading metadata definitions                         | Database connectivity issue.  | Ensure the database is accessible.   |
| 10009      | Error updating metadata definition                         | Database connectivity issue.  | Ensure the database is accessible.   |
| 10010      | Error deleting metadata definition                         | Database connectivity issue.  | Ensure the database is accessible.   |
| 10011      | Error locating capture object                              | Database connectivity issue.  | Ensure the database is accessible.   |
| 10012      | Error locating capture object children                     | Database connectivity issue.  | Ensure the database is accessible.   |
| 10013      | Error loading capture objects                              | Database connectivity issue.  | Ensure the database is accessible.   |
| 10014      | Error creating batch                                       | Database connectivity issue.  | Ensure the database is accessible.   |
| 10015      | Error updating batch                                       | Database connectivity issue.  | Ensure the database is accessible.   |
| 10016      | The batch lock is no<br>longer valid                       | Database connectivity issue.  | Ensure the database is accessible.   |
| 10017      | Error deleting batch                                       | Database connectivity issue.  | Ensure the database is accessible.   |
| 10018      | Error finding batch by id                                  | Database connectivity issue.  | Ensure the database is accessible.   |
| 10019      | Error finding batch item<br>by id                          | Database connectivity issue.  | Ensure the database is accessible.   |
| 10020      | Error loading batches                                      | Database connectivity issue.  | Ensure the database is accessible.   |
| 10021      | Error loading batches by user and workstation              | Database connectivity issue.  | Ensure the database is accessible.   |
| 10022      | Error loading batches by user                              | Database connectivity issue.  | Ensure the database is accessible.   |
| 10023      | Error loading locked batches by user                       | Database connectivity issue.  | Ensure the database is accessible.   |
| 10024      | Error loading locked batches by workstation                | Database connectivity issue.  | Ensure the database is accessible.   |
| 10025      | Error loading locked<br>batches by user and<br>workstation | Database connectivity issue.  | Ensure the database is accessible.   |

| Message ID  | Description  | Cause  | Action  |  |  |  |
|---|--|--|---|--|--|--|
| 10026   | Error loading batch items  | Database connectivity issue.                             | Ensure the database is accessible.  |  |  |  |
| 10027   | Error deleting batch item  | Database connectivity issue.                             | Ensure the database is accessible.  |  |  |  |
| 10028   | The batch is already<br>locked by <userid> on<br/>workstation<br/><workstationid></workstationid></userid> | The batch is locked by another user.                     | The batch must be unlocked before i can be locked by someone else.                    |  |  |  |
| 10029   | Error locking batch  | Database connectivity issue.                             | Ensure the database is accessible.  |  |  |  |
| 10030   | The specified batch has<br>not been persisted or has<br>been deleted by another<br>user.                   | Database connectivity issue.                             | Ensure the database is accessible.  |  |  |  |
| 10031   | Error unlocking batch  | Database connectivity issue.                             | Ensure the database is accessible.  |  |  |  |
| 10032   | Error creating batch name  | Database connectivity issue.                             | Ensure the database is accessible.  |  |  |  |
| 10033   | Error creating document  | Database connectivity issue.                             | Ensure the database is accessible.  |  |  |  |
| 10034   | Error creating db return field   | Database connectivity issue.                             | Ensure the database is accessible.  |  |  |  |
| 10035   | Error creating db search Database connectivity issue. Ensure the database is a field                       |  |   |  |  |  |
| 10036   | Error creating db search Database connectivity issue. Ensure the databas profile                           |  | Ensure the database is accessible.  |  |  |  |
| 10037   | Error loading documents  | Database connectivity issue.                             | Ensure the database is accessible.  |  |  |  |
| 10038   | Error deleting document  | Database connectivity issue.                             | Ensure the database is accessible.  |  |  |  |
| 10039   | Error loading documents  | Database connectivity issue.                             | Ensure the database is accessible.  |  |  |  |
| 10040   | Error linking item to document   | Database connectivity issue.                             | Ensure the database is accessible.  |  |  |  |
| 10041   | Error unlinking item from document   | Database connectivity issue.                             | Ensure the database is accessible.  |  |  |  |
| 10042   | 0  |  | Ensure the database connection is configured properly and the database is accessible. |  |  |  |
| 10043   | Error generating batch id  | Database connectivity issue.                             | Ensure the database is accessible.  |  |  |  |
| 10044   | Error creating log record  | Database connectivity issue.                             | Ensure the database is accessible.  |  |  |  |
| 10045   | Error updating capture object  | Database connectivity issue. Ensure the database is acce |   |  |  |  |
| 10046   | Error saving database Database connectivity issue. Ensure the database is search profile                   |  | Ensure the database is accessible.  |  |  |  |
| 10047   | Error deleting object child Database connectivity issue. entities  |  | Ensure the database is accessible.  |  |  |  |
| 10048   | Error deleting capture object entity   |  |   |  |  |  |
| 10049   | Error loading search Database connectivity issue. Ensure the database is acc<br>profile                    |  | Ensure the database is accessible.  |  |  |  |
| 10050   | Error loading search profiles  | Database connectivity issue.                             | Ensure the database is accessible.  |  |  |  |
| 10051 Error deleting search Database connectivity issue.<br>profile |  | Ensure the database is accessible.                       |   |  |  |  |

| Message ID | Description   | Cause                            | Action   |  |  |
|------------|---|----------------------------------|--|--|--|
| 10052      | Error loading search fields   | Database connectivity issue.     | Ensure the database is accessible.   |  |  |
| 10053      | Error loading return fields   | Database connectivity issue.     | Ensure the database is accessible.   |  |  |
| 10054      | Error deleting return field   | Database connectivity issue.     | Ensure the database is accessible.   |  |  |
| 10055      | Error deleting search field   | Database connectivity issue.     | Ensure the database is accessible.   |  |  |
| 10056      | Error saving search field   | Database connectivity issue.     | Ensure the database is accessible.   |  |  |
| 10057      | Error saving return field   | Database connectivity issue.     | Ensure the database is accessible.   |  |  |
| 10058      | Error loading database  | Database connectivity issue.     | Ensure the database is accessible.   |  |  |
|            | schemas   | Database permission issue.       | Ensure the user has proper permissions to the required database objects.                               |  |  |
| 10059      | Error loading database  | Database connectivity issue.     | Ensure the database is accessible.   |  |  |
|            | table fields  | Database permission issue.       | Ensure the user has proper permissions to the required database objects.                               |  |  |
| 10060      | Error loading database  | Database connectivity issue.     | Ensure the database is accessible.   |  |  |
|            | tables  | Database permission issue.       | Ensure the user has proper permissions to the required database objects.                               |  |  |
| 10061      | Error executing database<br>lookup  | Database connectivity issue.     | Ensure the database is accessible.   |  |  |
| 10062      | Error saving document   | Database connectivity issue.     | Ensure the database is accessible.   |  |  |
| 10063      | Error testing lock  | Database connectivity issue.     | Ensure the database is accessible.   |  |  |
| 10064      | Error creating extension profile  | Database connectivity issue.     | Ensure the database is accessible.   |  |  |
| 10065      | Error loading extension profiles  | Database connectivity issue.     | Ensure the database is accessible.   |  |  |
| 10066      | Error updating extension profile  | Database connectivity issue.     | Ensure the database is accessible.   |  |  |
| 10067      | Error deleting extension profile  | Database connectivity issue.     | Ensure the database is accessible.   |  |  |
| 10068      | Error searching for extension profile   | Database connectivity issue.     | Ensure the database is accessible.   |  |  |
| 10069      | Error getting batch<br>number   | Database connectivity issue.     | Ensure the database is accessible.   |  |  |
| 10070      | Error requesting session information  | Application configuration error. | The application configuration is invalid or incomplete. Ensure the application is properly configured. |  |  |
| 10071      | Error moving document pages   | Database connectivity issue.     | Ensure the database is accessible.   |  |  |
| 10072      | Error splitting document  | Database connectivity issue.     | Ensure the database is accessible.   |  |  |
| 10073      | Error deleting document pages   | Database connectivity issue.     | Ensure the database is accessible.   |  |  |
| 10074      | Error creating documents Database connectivity issue. Ensure the database is acce |                                  |  |  |  |
| 10075      | Error deleting documents Database connectivity issue. Ensure the database is acc  |                                  |  |  |  |

| Message ID | Description  | Cause   | Action                             |  |  |
|------------|--|---|------------------------------------|--|--|
| 10076      | Error inserting into documents   | Database connectivity issue.                                    | Ensure the database is accessible. |  |  |
| 10077      | Error searching database   | Database connectivity issue.                                    | Ensure the database is accessible. |  |  |
| 10078      | Error creating bundle entity   | Database connectivity issue.                                    | Ensure the database is accessible. |  |  |
| 10079      | Error loading installed bundles  | Database connectivity issue.                                    | Ensure the database is accessible. |  |  |
| 10080      | Error loading installed<br>bundles by name and<br>version                                | Database connectivity issue.                                    | Ensure the database is accessible. |  |  |
| 10081      | Error deleting bundle  | Database connectivity issue.                                    | Ensure the database is accessible. |  |  |
| 10082      | Error updating bundle  | Database connectivity issue.                                    | Ensure the database is accessible. |  |  |
| 10083      | Error during bundle<br>lookup  | Database connectivity issue.                                    | Ensure the database is accessible. |  |  |
| 10084      | Error finding bundle by interface name   | Database connectivity issue.                                    | Ensure the database is accessible. |  |  |
| 10085      | Error scanning for bundles   | Ensure the database is accessible.                              |                                    |  |  |
| 10086      | Error creating script  | Database connectivity issue.                                    | Ensure the database is accessible. |  |  |
| 10087      | Error loading scripts for product  | Database connectivity issue.                                    | Ensure the database is accessible. |  |  |
| 10088      | Error updating script  | Database connectivity issue.                                    | Ensure the database is accessible. |  |  |
| 10089      | Error deleting script  | Database connectivity issue.                                    | Ensure the database is accessible. |  |  |
| 10090      | Error loading script   | Database connectivity issue.                                    | Ensure the database is accessible. |  |  |
| 10091      | Error loading choice list source   |   |                                    |  |  |
| 10092      | Error loading choice list<br>link profiles   | bice list Database connectivity issue. Ensure the database is a |                                    |  |  |
| 10093      | Error updating choice list source  | Database connectivity issue.                                    | Ensure the database is accessible. |  |  |
| 10094      | Error creating choice list source  | Database connectivity issue.                                    | Ensure the database is accessible. |  |  |
| 10095      | Error deleting choice list Database connectivity issue. Ensure the database is ac source |   | Ensure the database is accessible. |  |  |
| 10096      | Error loading choice list drivers  | Database connectivity issue.                                    | Ensure the database is accessible. |  |  |
| 10097      | Error finding choice list source   | Database connectivity issue.                                    | Ensure the database is accessible. |  |  |
| 10098      | Error loading choice lists   | Database connectivity issue.                                    | Ensure the database is accessible. |  |  |
| 10099      | Error creating choice list   | Database connectivity issue.                                    | Ensure the database is accessible. |  |  |
| 10100      | Error updating choice list   | Database connectivity issue.                                    | Ensure the database is accessible. |  |  |
| 10101      | Error deleting choice list   | Database connectivity issue.                                    | Ensure the database is accessible. |  |  |
| 10102      | Error creating choice list Database connectivity issue. Ensure the database item         |   |                                    |  |  |
|            |  |   |                                    |  |  |

| Message ID | Description   | Cause   | Action  |  |  |
|------------|---|---|---|--|--|
| 10103      | Error loading choice list items   | Database connectivity issue.  | Ensure the database is accessible.                    |  |  |
| 10104      | Error updating choice list items  | Database connectivity issue. Ensure the database is access                |   |  |  |
| 10105      | Error deleting choice list item   | Database connectivity issue.  | Ensure the database is accessible.                    |  |  |
| 10106      | Error creating dependent choice list  | Database connectivity issue.  | Ensure the database is accessible.                    |  |  |
| 10107      | Error loading dependent choice list   | Database connectivity issue.  | Ensure the database is accessible.                    |  |  |
| 10108      | Error updating dependent choice list  | Database connectivity issue.  | Ensure the database is accessible.                    |  |  |
| 10109      | Error deleting dependent choice list  | Database connectivity issue.  | Ensure the database is accessible.                    |  |  |
| 10110      | Error deleting profile links  | Database connectivity issue.  | Ensure the database is accessible.                    |  |  |
| 10111      | Error linking item to list  | Database connectivity issue.  | Ensure the database is accessible.                    |  |  |
| 10112      | Error unlinking item from list  | ing item from Database connectivity issue. Ensure the datal               |   |  |  |
| 10113      | Error finding item link   | Database connectivity issue.  | Ensure the database is accessible.                    |  |  |
| 10114      | Error creating commit profile   | Database connectivity issue.  | Ensure the database is accessible.                    |  |  |
| 10115      | Error loading commit profiles   | Database connectivity issue.  | Ensure the database is accessible.                    |  |  |
| 10116      | Error updating commit profile   | Database connectivity issue.  | Ensure the database is accessible.                    |  |  |
| 10117      | Error deleting commit profile   | Database connectivity issue.  | Ensure the database is accessible.                    |  |  |
| 10118      | Error deleting batch<br>statuses for workspace  | Database connectivity issue.  | Ensure the database is accessible.                    |  |  |
| 10119      | Error deleting metadata definitions for workspace   | Database connectivity issue.  | Ensure the database is accessible.                    |  |  |
| 10120      | Error deleting batch status Database connectivity issue. Ensure the database is a from workspace                  |   | Ensure the database is accessible.                    |  |  |
| 10121      | A JMS Error has occurred  | Diskspace capacity may have been reached.                                 | Check the disk space capacity and increase as needed. |  |  |
|            |   | Network connectivity problem.   | Ensure the JMS server is accessible                   |  |  |
| 10122      | Error creating release<br>agentThe required batch release<br>agent could not be created.Contact the system admini |   |   |  |  |
| 10123      | Failed to load document types   | document Database connectivity failure. Contact the system administr      |   |  |  |
| 10124      | The commit driver's configuration is invalid  | The commit driver<br>configuration has missing or<br>invalid information. | Verify the configuration settings in Administration.  |  |  |

| Message ID | Description  | Cause   | Action<br>Verify the configuration settings in<br>Administration.  |  |  |  |
|------------|--|---|--|--|--|--|
| 10126      | Unknown commit error   | An unexpected exception was<br>encountered processing the<br>document. This is usually<br>caused by an unhandled<br>exception in the commit driver<br>or export driver. |  |  |  |  |
| 10127      | The import processor<br>context must contain a<br>valid DocumentEntity<br>reference            | The Import Job may not be properly configured.  | Verify the configuration settings in Administration.   |  |  |  |
| 10128      | The import source file is null in the Import Context   | The data being imported could not be found.   | Ensure that the Import Processor has privileges to the source file.  |  |  |  |
| 10129      | The HA token was not<br>found in the import<br>processor context                               | The Import Processor Context<br>HA Token was missing.   | Ensure that the database server is running.  |  |  |  |
| 10130      | The specified workspace could not be found   | The Import Processor Context<br>HA Token was missing.   | Ensure that the database server is running.  |  |  |  |
| 10131      | Batch [{0}] was<br>successfully locked by<br>user [{1}] batch id is [{2}]                      |   |  |  |  |  |
| 10132      | Failed to deliver email  | Unable to send email.<br>(See message)  | Use the Enterprise Manager to<br>ensure that the Email server settings<br>are correct.   |  |  |  |
|            |  |   | Ensure that the Email server can be reached.   |  |  |  |
| 10133      | Error copying workspace  | Database connectivity issue.  | Ensure the database is accessible.   |  |  |  |
| 10134      | Commit profile [{0}] does<br>not specify a commit<br>driver                                    | Commit profile configuration problem.   | Ensure the specified commit profile has a commit driver specified.   |  |  |  |
| 10135      | Commit profile [{0}] does<br>not specify an export<br>driver                                   | Commit profile configuration problem.   | Ensure the specified commit profile has an export driver specified.  |  |  |  |
| 10136      | Commit profile [{0}]<br>specifies a commit driver<br>that could not be found on<br>the system. | The commit driver specified in<br>the commit profile could not be<br>found.   | Ensure the specified commit driver is<br>properly installed or edit the commit<br>profile and select a different commit<br>driver. |  |  |  |
| 10137      | Commit profile [{0}]<br>specifies an export driver<br>that could not be found on<br>the system | The export driver specified in<br>the commit profile could not be<br>found.   | Ensure the specified export driver<br>properly installed or edit the comr<br>profile and select a different expor<br>driver.       |  |  |  |
| 10138      | Unable to create the export directory  | The export driver specified in<br>the commit profile could not be<br>found.   | Ensure the specified export driver is<br>properly installed or edit the commit<br>profile and select a different export<br>driver. |  |  |  |
| 10139      | The following required<br>fields do not have values:<br>[{0}]                                  | ds do not have values: more required fields. indexed.   |  |  |  |  |
| 10140      | The batch was routed to a processing job that could not be found                               | The batch was routed to a job<br>that was not found. The job<br>may have been deleted.  | Ensure that the specified job exists.  |  |  |  |
| 10141      | The batch was routed to a processing job that is currently offline                             | The batch was routed to a job that is in an offline state.  | The job needs to be put in an online state by someone with the required permissions.   |  |  |  |

| Message ID   | Description | Cause  | Action   |  |
|--|-------------|--|--|--|
| 10142 A workspace by the<br>specified name already<br>exists |             | The user tried to create a<br>workspace using a name that<br>already exists. | The user should try again using a unique name. |  |

# **Configuring and Viewing Capture Log Files**

This chapter describes how to configure and view the log files for Oracle WebCenter Enterprise Capture.

This chapter includes the following sections:

- Introduction to Managing Log Files for Capture
- Viewing Log Files for Capture
- Configuring Settings for Log Files for Capture
- Understanding Loggers for Capture

# 5.1 Introduction to Managing Log Files for Capture

By default, errors, warnings, and major application lifecycle events in Capture are logged on the application server. As a system administrator, you can progressively increase the log level to enable logging of configuration messages, debug messages, and trace messages. You can use Oracle Enterprise Manager to view and configure log messages for your Oracle WebCenter Enterprise Capture system. For more information about managing log files, see "Managing Log Files and Diagnostic Data" in *Oracle Fusion Middleware Administrator's Guide*.

## 5.1.1 Client Logging

Oracle WebCenter Enterprise Capture client errors are logged by the client using the logging level set under client preferences. Client log files are stored locally in the .oracle\_capture/Log directory in the client user's home directory.

A log file is named as follows: WC{date} where date is in the format of MMddyyyy.

To view client log files, you may need to first direct the client user to increase the logging level. The client user can then retrieve log files from the specified location and manually send them to you.

# 5.2 Viewing Log Files for Capture

You can view log files for Oracle WebCenter Enterprise Capture from the Oracle Enterprise Manager or use the WLST commands.

To view the log files using the Oracle Enterprise Manager:

- 1. Log in to Oracle Enterprise Manager using the steps listed in Section 2.2.
- 2. Click the Capture server in the right pane to display the Capture menu options.

**3.** To view the log files for Capture, select **Logs**, and then **View Log Messages** from the Capture menu. The Log Messages page displays.

| og Mes   | sages        |               |            |                    |                  |                      | 🛆 Br   | oaden Target Scope 👻        | Target Log Fil  | Manual Manual        | Refresh 💌       |
|----------|--------------|---------------|------------|--------------------|------------------|----------------------|--|-----------------------------|-----------------|----------------------|-----------------|
| ≤ Search | h            |               |            |                    |                  |                      |  |                             |                 |                      |                 |
| Dai      | te Range     | Most Recent   | ~          | 1 Hours            | 1                |                      |  |                             |                 |                      |                 |
|          | - (          |               |            |                    | Notification     | Trace 🔽 Unknow       |  |                             |                 |                      |                 |
|          |              |               |            | - warning -        | Indemeddon E     |                      |  |                             |                 |                      |                 |
|          | Message      | contains      | ×          |                    |                  |                      |  |                             |                 |                      |                 |
|          |              | Search        | Add Fi     | elds               |                  |                      |  |                             |                 |                      |                 |
| View 🕶   | Show M       | essages       | ~          | View Related       | Messages 👻       | Export Messag        | es to File 👻   |                             |                 |                      |                 |
| -        |              |               | Message    |                    |                  |                      |  | Execution Context           |                 |                      |                 |
| Time     |              |               | Туре       | Message ID Message |                  | ECID Relationship ID |  | Log File                    |                 |                      |                 |
| May 13,  | 2013 12:0    | 01:06 AM PDT  | Error      | CAPTURE-1006       | Error saving do  | cument               | 77c670af9e5e   | 2bc0:1575a0bb:13e79caaf     | 0               | capture_server1      | -diagnostic.log |
| May 13,  | 2013 12:0    | 01:06 AM PDT  | Error      | CAPTURE-1006       | Error saving do  | cument               | 77c670af9e5e   | 2bc0:1575a0bb:13e79caaf     | D               | capture_server1      | diagnostic.lo   |
| May 13,  | 2013 12:0    | 01:06 AM PDT  | Error      | CAPTURE-1001       | Error updating l | batch                | 77c670af9e5e   | 2bc0:1575a0bb:13e79caaf     | D               | capture_server1      | -diagnostic.lo  |
| May 13,  | 2013 12:0    | 01:06 AM PDT  | Error      |                    | The batch lock i | s no longer valid    | 77c670af9e5e   | 2bc0:1575a0bb:13e79caaf     | D               | capture_server1      | diagnostic.log  |
| May 13,  | 2013 12:0    | 03:03 AM PDT  | Error      | CAPTURE-1006       | Error saving do  | cument               | 77c670af9e5e   | 2bc0:1575a0bb:13e79caaf     | D               | capture_server1      | -diagnostic.lo  |
| May 13,  | 2013 12:0    | 03:03 AM PDT  | Error      | CAPTURE-1006       | Error saving do  | cument               | 77c670af9e5e   | 2bc0:1575a0bb:13e79caaf     | D               | capture_server1-     | -diagnostic.log |
| May 13,  | 2013 12:0    | 03:03 AM PDT  | Error      | CAPTURE-1001       | Error updating l | batch                | 77c670af9e5e   | 2bc0:1575a0bb:13e79caaf     | D               | capture_server1-     | diagnostic.log  |
| May 13,  | 2013 12:0    | 03:03 AM PDT  | Error      |                    | The batch lock i | s no longer valid    | 77c670af9e5e   | 2bc0:1575a0bb:13e79caaf     | D               | capture_server1-     | -diagnostic.log |
| May 13,  | 2013 12:0    | 04:26 AM PDT  | Error      | CAPTURE-1006       | Error saving do  | cument               | 77c670af9e5e   | 2bc0:1575a0bb:13e79caaf     | D               | capture_server1-     | diagnostic.log  |
| May 13,  | 2013 12:0    | 04:26 AM PDT  | Error      | CAPTURE-1006       | Error saving do  | cument               | 77c670af9e5e   | 2bc0:1575a0bb:13e79caaf     | D               | capture_server1-     |                 |
|          |              | 14-26 AM DDT  | Canne      |                    | Executedation I  | unkah.               | 77-670-80-Ea   | 0k=0.1E7E=0kk+12=70===1     | 0               | continue consist     |                 |
| ows Sele | cted         | 1 Columns     | Hidden     | 20                 |                  |                      |  |                             |                 |                      | Total Rows :    |
| May 1    | 3 2013 1     | 2:59:26 AM P  | DT (Error) |                    |                  |                      |  |                             |                 |                      |                 |
|          | ssage Leve   |               |            |                    |                  | Host IP Add          | tress :  |                             |                 |                      |                 |
|          | -            |               |            |                    |                  |                      | User <anonym< td=""><td>&lt; 200</td><td></td><td></td><td></td></anonym<> | < 200                       |                 |                      |                 |
|          | ationship IC |               |            |                    |                  | Three                |  | .ExecuteThread: '17' for qu | we: 'weblagic.k | ernel.Default (self- | tuning)'        |
|          |              | t capture_ser |            |                    |                  |                      |  | f9e5e2bc0:1575a0bb:13e7     |                 |                      |                 |
|          |              |               | atchproces | sor.BatchProces    | sorbean          |                      | 17070  | a 2020020011070000011007    | 2000101-00000-0 |                      | ~               |
|          | Hos          | 5             |            |                    |                  |                      |  |                             |                 |                      |                 |

**4.** In this page, you can search for messages by specified date range, type, or containing certain keywords. You can also select a message from the list and view its details.

**Note:** To view log messages using the WLST commands, see the *Oracle Fusion Middleware WebLogic Scripting Tool Command Reference*.

# 5.3 Configuring Settings for Log Files for Capture

You can configure the log files for Oracle WebCenter Enterprise Capture using Oracle Enterprise Manager or WLST.

You can configure the names and locations of log files, the size of the log files, the level of information written to the log files, the format, and the Locale encoding, as described in "Configuring Settings for Log Files" in the *Oracle Fusion Middleware Administrator's Guide*.

**Note:** To configure log settings using the WLST commands, see the *Oracle Fusion Middleware WebLogic Scripting Tool Command Reference*.

## 5.4 Understanding Loggers for Capture

To view the loggers specific to Capture using Oracle Enterprise Manager:

- 1. Log in to Oracle Enterprise Manager using the steps listed in Section 2.2.
- **2.** Click the Capture server in the right pane to display the Capture menu options.
- **3.** To view the loggers specific to Capture, select **Logs**, and then **Log Configuration** from the Capture menu. The Log Configuration page displays.
- 4. In the Log Levels tab, select to view the Runtime Loggers.
- **5.** In the Logger Name column, expand the oracle.odc logger to display the loggers specific to Capture.

Table 5–1 lists the loggers for Oracle WebCenter Enterprise Capture, along with a description of each.

| Logger Name  | Description  |  |  |  |  |
|--|--|--|--|--|--|
|  |  |  |  |  |  |
| oracle.odc.batchmanager.BatchManagerSessionBean                      | Used to log operations related to batch management.  |  |  |  |  |
| oracle.odc.batchprocessor.BatchProcessorBean                         | Used to log the flow of batches as they are passed between processors.   |  |  |  |  |
| oracle.odc.bundlemanager.BundleManagerSessionBe<br>an                | Used by the BundleManagerSessionBean to log information related to bundle management.  |  |  |  |  |
| oracle.odc.captureobjectmanager.CaptureObjectMana<br>gerSessionBean  | Used by the CaptureObjectManagerSessionBean to log messages related<br>to the management of Capture Objects. Capture objects include batch<br>item data, Capture Profiles, Processor Jobs, Scripts and Client Bundles. |  |  |  |  |
| oracle.odc.commitprocessor.CommitProcessor                           | Used by the Commit Processor to log information and errors related to committing a batch.  |  |  |  |  |
| oracle.odc.dbsearchmanager.DBSearchManagerSessio<br>nBean            | Used by the DBSearchManagerSessionBean to log messages related to database search management and execution.  |  |  |  |  |
| oracle.odc.documentconverterprocessor.DocumentCo<br>nverterProcessor | Used by the Document Conversion Processor to log information and errors related to processing a document.  |  |  |  |  |
| oracle.odc.emaildelivery.EmailDeliveryBean                           | Used by the EmailDeliveryBean to log messages related to the delivery of email messages.   |  |  |  |  |
| oracle.oddc.servlet.FileExchange                                     | Used to log activity related to the exchange of files between the client and server.   |  |  |  |  |
| oracle.odc.importmanager.ImportManagerSessionBea<br>n                | Used by the ImportManagerSessionBean to log information related to the management of Import Processor jobs.  |  |  |  |  |
| oracle.odc.importprocessor.ImportJobSchedulerSessi<br>onBean         | Used by the ImportJobScheduleSessionBean to log information related to the processing of import jobs.  |  |  |  |  |
| oracle.odc.mbeans.ODCSystemMBeanImpl                                 | Used by the ODCSystemMBeanImpl MBean to log information related to management operations.  |  |  |  |  |
| oracle.odc.picklistmanager.PickListManagerSessionB<br>ean            | Used by the PicklistManagerSessionBean to log information related to choice list management operations.  |  |  |  |  |
| oracle.odc.recognition.RecognitionManagerSessionBe<br>an             | Used by the RecognitionManagerSessionBean to log information related to the management of recognition processor jobs.  |  |  |  |  |
| oracle.odc.recognitionprocessor.RecognitionProcessor                 | Used by the Recognition Processor to log information and errors related to barcode recognition operations.   |  |  |  |  |
| oracle.odc.scriptmanager.ScriptManagerSessionBean                    | Used by the ScriptManagerSessionBean to log information related to script management.  |  |  |  |  |
| oracle.odc.security.CaptureOPSS                                      | Used to log information related to Capture security management.  |  |  |  |  |
| oracle.odc.systemmanager.SystemManagerSessionBe<br>an                | Used by the SystemManagerSessionBean to log information related to system level operations.  |  |  |  |  |
| oracle.odc.workspacemanager.WorkspaceManagerSe<br>ssionBean          | Used by the WorkspaceManagerSessionBean to log information related to workspace management operations.   |  |  |  |  |

 Table 5–1
 Loggers for Oracle WebCenter Enterprise Capture

# Troubleshooting

This chapter contains information about troubleshooting Oracle WebCenter Enterprise Capture.

This chapter includes the following sections:

- General
- Commit Processor
- Client
- Document Conversion Processor

# 6.1 General

This section covers the general troubleshooting topics.

## 6.1.1 Changing the number of worker threads for a batch processor

The number of worker threads can be modified for any of the batch processors. For example, perform the following steps to change the number of worker threads for the import processor. In this example, the thread count is being changed from 10 to 1:

- 1. Stop the Capture Managed Server.
- 2. In the WebLogic Server Administration Console, click **Deployments** in the **Domain Structure** tree on the left. The **Summary of Deployments** page displays.
- **3.** In the **Deployments** table, expand the Capture deployment node.
- **4.** Expand the **Modules** node under the Capture deployment node and select oddc-core.jar. The settings page for oddc-core.jar displays.
- 5. Select the **Configuration** tab and then the **Workload** subtab.
- **6.** Select **ImportProcessorMgr** from the list of **Application Scoped Work Managers**. The settings page for ImportProcessorMgr displays.
- **7.** Select **ImportProcessorMaxThreads** from the list of **Application Scoped Work Manager Components**. The settings page for ImportProcessorMaxThreads displays.
- **8.** Set the value of the **Count** field to 1 (from 10).
- 9. Click Save.

Perform the following steps to confirm the changes to the thread count setting:

1. Start the Capture Managed Server.

- **2.** In the WebLogic Server Administration Console, expand the **Services** node in the **Domain Structure** tree on the left.
- **3.** Expand the **Messaging** node under **Services** and click **JMS Modules**. The **JMS Modules** page displays.
- 4. In the JMS Modules table, select capture-jms-module. The settings page for capture-jms-module displays.
- **5.** In the **Summary of Resources** table, select **capture-batchinput-queue**. The settings page for capture-batchinput-queue displays.
- 6. Select the Monitoring tab. In the Destinations table, the values in the Consumers Current and the Consumers High columns should be 1.

## 6.2 Commit Processor

This section covers troubleshooting topics related to the Commit Processor.

## 6.2.1 Testing the PDF Image-Only document export driver outside of Capture

To test the Outside In Technology (OIT) PDF Export utility, it is necessary to supply a TIFF file to test the export. Perform the following steps:

### Using Linux

- 1. Open a terminal window.
- 2. Change to the /oit/linux/lib/contentaccess directory.

**Note:** To find this directory, the default path on Windows is Oracle\Middleware\Oracle\_ECM1 and on Linux is /Oracle/Middleware/Oracle\_ECM1.

**3.** Enter the following command, which first sets the LD\_LIBRARY\_PATH variable to the current directory (".") and then executes the PDFExport32 utility:

```
env LD_LIBRARY_PATH=. ../../../capture/bin/linux/PDFExport32 -i
{TIFF file to read} -o {PDF file to create} -l {log file to create} -f
{Path to font folder}
```

Example:

```
env LD_LIBRARY_PATH=. ../../../capture/bin/linux/PDFExport32 -i
/tmp/sample.tif -o /tmp/test.pdf -l /tmp/pdfexport.log -f
/usr/share/X11/fonts
```

The logging of the OIT PDF Export utility will be captured in the log file specified in the command above (example: /tmp/pdfexport.log).

### **Using Windows**

- 1. Open a terminal window.
- 2. Change to the oit\win32\lib\contentaccess directory.

**Note**: To find this directory, the default path on Windows is C:\Oracle\Middleware\Oracle\_ECM1.

3. Enter the following command, which executes the PDFExport32 utility:

```
..\..\capture\bin\win32\PDFExport32 -i {TIFF file to read} -o
{PDF file to create} -l {log file to create}
```

Example:

```
..\..\capture\bin\win32\PDFExport32 -i C:\tmp\sample.tif -o
C:\tmp\test.pdf -1 C:\tmp\pdfexport.log
```

The logging of the OIT PDF Export utility will be captured in the log file specified in the command above (example: C:\tmp\pdfexport.log).

# 6.3 Client

This section covers the following topics:

- Section 6.3.1, "Setting logging in the Capture client"
- Section 6.3.2, "Scanning in black/white with Kofax VRS TWAIN driver"

## 6.3.1 Setting logging in the Capture client

Perform the following steps to set a Java console log by enabling logging in the Java Control Panel applet:

- 1. Open the Java Control Panel applet: Click **Start**, click **Control Panel**, and then click **Java**.
- 2. Select the Advanced tab.
- **3.** Select **Show console** under **Java Console** and also select the appropriate debugging levels under **Debugging** (For example, **Enable tracing** and/or **Enable logging**).
- 4. Click **OK** to save the changes.

The next time you open the Capture client console, the Java console will appear and provide logging information in the console page.

**Note**: Java console logging contains useful information about the JVM, the start-up of the Capture client, and will show any exceptions that were not caught by the Capture client logging (set using the Preferences window).

#### Perform the following steps in the Capture client to activate batch logging:

- 1. Click the **Preferences** link in the upper right area of the client window.
- 2. In the Logging Level field, select a new level.

By default, logging is set to Off. Other values include Severe, Warning, Info, Config, Fine, Finer, Finest, and All.

Log files are stored locally in the .oracle\_capture\Log directory in your home directory. A log file is named as follows: WC{date} where date is in the format of MMddyyyy.

3. Click Save.

# For issues involving a TWAIN driven scanning device, a TWAIN log is automatically created:

C:\Users\WINDOWS\_USER\AppData\Local\Temp\capture\_twain.log

### 6.3.2 Scanning in black/white with Kofax VRS TWAIN driver

When scanning in black/white in the Capture client using the Kofax VRS TWAIN driver, the black and white areas are inverted in the scanned images.

Perform the following steps to resolve this issue:

- **1.** Login to the Capture client.
- 2. Click the Preferences link in the upper right area of the client window.
- 3. Select the **Prevent File Mode Transfer** field.
- 4. Click Save.

The above settings may cause performance issues when scanning color images with a large DPI value, for example, a DPI value between 300 and 600.

## 6.4 Document Conversion Processor

This section covers the following topics:

- Section 6.4.1, ""Image export failed with code 3" error in Conversion Processor (OIT conversion)"
- Section 6.4.2, "Running CaptureOITExport32 to debug issues related to converting to TIFF"

### 6.4.1 "Image export failed with code 3" error in Conversion Processor (OIT conversion)

The "Image export failed with code 3" error message is a generic error message related to the OIT conversion in Capture. To gather a more detailed error message, you will need to set the CAPTUREOITEXPORTLOG environment variable to generate a log file.

#### **Using Linux**

To set the environment variable in Linux, you need to modify the **setDomainEnv.sh** file which is located in {Oracle Home}/user\_projects/domains/{Capture domain}/bin directory.

Add the following two lines to the end of the file:

CAPTUREOITEXPORTLOG="/scratch/captureoit.log"

export CAPTUREOITEXPORTLOG

You can change "/scratch" to any other directory if it exists and is writable. After you add the environmental variable, restart the Capture Managed Server and duplicate the issue. Then examine the **captureoit.log** file to see the more detailed error message.

#### **Using Windows**

To set the environment variable in Windows, you need to modify the **setDomainEnv.cmd** file which is located in {Oracle Home}\user\_ projects\domains\{Capture domain}\bin directory.

Add the following line to the end of the file:

set CAPTUREOITEXPORTLOG="C:\temp\captureoit.log"

You can change "C:\temp" to any other directory if it exists and is writable. After you add the environmental variable, restart the Capture Managed Server and duplicate the issue. Then examine the **captureoit.log** file to see the more detailed error message.

## 6.4.2 Running CaptureOITExport32 to debug issues related to converting to TIFF

Capture uses OIT libraries for performing the conversion to TIFF. Internally, it uses CaptureOITExport32 for the conversion. It will create OIT specific logs which can be useful to resolve OIT related errors.

#### **Using Linux**

- 1. Go to {Oracle WebCenter Home}/oit/linux/lib/contentaccess.
- **2.** For conversions to work on some platforms, certain environment variables must be set. On a Linux operating system running XWindows, when redirecting the display to a system with suitable graphic capabilities, export DISPLAY to a valid X Server before starting the conversion.

**Note**: On Oracle Linux, the display server is available. On AIX server, it might need to be installed separately.

- **3.** Create an OIT specific log file. Export the CAPTUREOITEXPORTLOG environment variable to create the log file specified.
- **4.** Create an input file which contains the parameters for conversion. The name of the input file is /test/testuser/input.txt and contains the following lines:

```
BEGINSESSION|1|/test/testuser/Test_07.docx//test/testuser/output/out.tif|FI_
TIFF~1|0|0|0|/test/testuser/output/che.lst|300
quit
```

5. Run CaptureOITExport32.

#### Example:

```
export DISPLAY=:0
export CAPTUREOITEXPORTLOG=/test/testuser/oit.log
../../../capture/bin/linux/CaptureOITExport32 < /test/testuser/input.txt
CaptureOITExport Started.
ACKSESSION
FINISHSESSION
INITIATETERMINATE</pre>
```

In the above example:

- /test/testuser/Test\_07.docx: Input Microsoft Word document file
- /test/testuser/output/out.tif: Output TIFF
- /test/testuser/output/che.lst: Contains the list of pages for the multi page TIFF

#### **Using Windows**

In Windows, only CAPTUREOITEXPORTLOG needs to be set.

Example:

The input file in this example is input.txt (C:\OIT\convtest\input.txt). The
input file contains the parameters required for the conversion. It includes the file
to be converted (C:\OIT\convtest\Test\_07.docx), the output TIFF file
(C:\OIT\convtest\output\out.tif) and the following two lines:

BEGINSESSION|1|C:\OIT\convtest\Test\_
07.docx|C:\OIT\convtest\output\out.tif|FI\_
TIFF~1|0|0|0|C:\OIT\convtest\output\che.lst|300

quit

**2.** Setting CAPTUREOITEXPORTLOG in the command prompt:

C:\Users\odc>set CAPTUREOITEXPORTLOG=C:\OIT\convtest\oit.log

### **3.** Invoking the conversion using the input file:

```
C:\Oracle\Middleware\Oracle_
ECM1\oit\win32\lib\contentaccess>C:\Oracle\Middleware\Oracle_
ECM1\capture\bin\win32\CaptureOITExport.exe <
C:\OIT\convtest\input.txt
```

CaptureOITExport Started.

ACKSESSION

FINISHSESSION

INITIATETERMINATE

C:\Oracle\Middleware\Oracle\_ECM1\oit\win32\lib\contentaccess>