



PeopleSoft EnterpriseOne Tools 8.95 PeopleBook: Object Management Workbench

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PeopleSoft EnterpriseOne Tools 8.95 PeopleBook: Object Management Workbench
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About This PeopleBook Preface

PeopleBooks provide you with the information that you need to implement and use PeopleSoft applications.

This preface discusses:

- PeopleSoft application prerequisites.
- PeopleSoft application fundamentals.
- Documentation updates and printed documentation.
- Additional resources.
- Typographical conventions and visual cues.
- Comments and suggestions.
- Common elements in PeopleBooks.

Note. PeopleBooks document only page elements, such as fields and check boxes, that require additional explanation. If a page element is not documented with the process or task in which it is used, then either it requires no additional explanation or it is documented with common elements for the section, chapter, PeopleBook, or product line. Elements that are common to all PeopleSoft applications are defined in this preface.

PeopleSoft Application Prerequisites

To benefit fully from the information that is covered in these books, you should have a basic understanding of how to use PeopleSoft applications.

You might also want to complete at least one PeopleSoft introductory training course, if applicable.

You should be familiar with navigating the system and adding, updating, and deleting information by using PeopleSoft menus, and pages, forms, or windows. You should also be comfortable using the World Wide Web and the Microsoft Windows or Windows NT graphical user interface.

These books do not review navigation and other basics. They present the information that you need to use the system and implement your PeopleSoft applications most effectively.

PeopleSoft Application Fundamentals

Each application PeopleBook provides implementation and processing information for your PeopleSoft applications.

Note. Application fundamentals PeopleBooks are not applicable to the PeopleTools product.

For some applications, additional, essential information describing the setup and design of your system appears in a companion volume of documentation called the application fundamentals PeopleBook. Most PeopleSoft product lines have a version of the application fundamentals PeopleBook. The preface of each PeopleBook identifies the application fundamentals PeopleBooks that are associated with that PeopleBook.

The application fundamentals PeopleBook consists of important topics that apply to many or all PeopleSoft applications across one or more product lines. Whether you are implementing a single application, some combination of applications within the product line, or the entire product line, you should be familiar with the contents of the appropriate application fundamentals PeopleBooks. They provide the starting points for fundamental implementation tasks.

Documentation Updates and Printed Documentation

This section discusses how to:

- Obtain documentation updates.
- Order printed documentation.

Obtaining Documentation Updates

You can find updates and additional documentation for this release, as well as previous releases, on the PeopleSoft Customer Connection website. Through the Documentation section of PeopleSoft Customer Connection, you can download files to add to your PeopleBook Library. You'll find a variety of useful and timely materials, including updates to the full PeopleSoft documentation that is delivered on your PeopleBooks CD-ROM.

Important! Before you upgrade, you must check PeopleSoft Customer Connection for updates to the upgrade instructions. PeopleSoft continually posts updates as the upgrade process is refined.

See Also

PeopleSoft Customer Connection, <https://www.peoplesoft.com/corp/en/login.jsp>

Ordering Printed Documentation

You can order printed, bound volumes of the complete PeopleSoft documentation that is delivered on your PeopleBooks CD-ROM. PeopleSoft makes printed documentation available for each major release shortly after the software is shipped. Customers and partners can order printed PeopleSoft documentation by using any of these methods:

- Web
- Telephone
- Email

Web

From the Documentation section of the PeopleSoft Customer Connection website, access the PeopleBooks Press website under the Ordering PeopleBooks topic. The PeopleBooks Press website is a joint venture between PeopleSoft and MMA Partners, the book print vendor. Use a credit card, money order, cashier's check, or purchase order to place your order.

Telephone

Contact MMA Partners at 877 588 2525.

Email

Send email to MMA Partners at peoplebookspress@mmapartner.com.

See Also

PeopleSoft Customer Connection, <https://www.peoplesoft.com/corp/en/login.jsp>

Additional Resources

The following resources are located on the PeopleSoft Customer Connection website:

Resource	Navigation
Application maintenance information	Updates + Fixes
Business process diagrams	Support, Documentation, Business Process Maps
Interactive Services Repository	Interactive Services Repository
Hardware and software requirements	Implement, Optimize + Upgrade, Implementation Guide, Implementation Documentation & Software, Hardware and Software Requirements
Installation guides	Implement, Optimize + Upgrade, Implementation Guide, Implementation Documentation & Software, Installation Guides and Notes
Integration information	Implement, Optimize + Upgrade, Implementation Guide, Implementation Documentation and Software, Pre-built Integrations for PeopleSoft Enterprise and PeopleSoft EnterpriseOne Applications
Minimum technical requirements (MTRs) (EnterpriseOne only)	Implement, Optimize + Upgrade, Implementation Guide, Supported Platforms
PeopleBook documentation updates	Support, Documentation, Documentation Updates
PeopleSoft support policy	Support, Support Policy
Prerelease notes	Support, Documentation, Documentation Updates, Category, Prerelease Notes
Product release roadmap	Support, Roadmaps + Schedules
Release notes	Support, Documentation, Documentation Updates, Category, Release Notes

Resource	Navigation
Release value proposition	Support, Documentation, Documentation Updates, Category, Release Value Proposition
Statement of direction	Support, Documentation, Documentation Updates, Category, Statement of Direction
Troubleshooting information	Support, Troubleshooting
Upgrade documentation	Support, Documentation, Upgrade Documentation and Scripts

Typographical Conventions and Visual Cues

This section discusses:

- Typographical conventions.
- Visual cues.
- Country, region, and industry identifiers.
- Currency codes.

Typographical Conventions

This table contains the typographical conventions that are used in PeopleBooks:

Typographical Convention or Visual Cue	Description
Bold	Indicates PeopleCode function names, business function names, event names, system function names, method names, language constructs, and PeopleCode reserved words that must be included literally in the function call.
<i>Italics</i>	Indicates field values, emphasis, and PeopleSoft or other book-length publication titles. In PeopleCode syntax, italic items are placeholders for arguments that your program must supply. We also use italics when we refer to words as words or letters as letters, as in the following: Enter the letter <i>O</i> .
KEY+KEY	Indicates a key combination action. For example, a plus sign (+) between keys means that you must hold down the first key while you press the second key. For ALT+W, hold down the ALT key while you press the W key.
Monospace font	Indicates a PeopleCode program or other code example.

Typographical Convention or Visual Cue	Description
“ ” (quotation marks)	Indicate chapter titles in cross-references and words that are used differently from their intended meanings.
. . . (ellipses)	Indicate that the preceding item or series can be repeated any number of times in PeopleCode syntax.
{ } (curly braces)	Indicate a choice between two options in PeopleCode syntax. Options are separated by a pipe ().
[] (square brackets)	Indicate optional items in PeopleCode syntax.
& (ampersand)	When placed before a parameter in PeopleCode syntax, an ampersand indicates that the parameter is an already instantiated object. Ampersands also precede all PeopleCode variables.

Visual Cues

PeopleBooks contain the following visual cues.

Notes

Notes indicate information that you should pay particular attention to as you work with the PeopleSoft system.

Note. Example of a note.

If the note is preceded by *Important!*, the note is crucial and includes information that concerns what you must do for the system to function properly.

Important! Example of an important note.

Warnings

Warnings indicate crucial configuration considerations. Pay close attention to warning messages.

Warning! Example of a warning.

Cross-References

PeopleBooks provide cross-references either under the heading “See Also” or on a separate line preceded by the word *See*. Cross-references lead to other documentation that is pertinent to the immediately preceding documentation.

Country, Region, and Industry Identifiers

Information that applies only to a specific country, region, or industry is preceded by a standard identifier in parentheses. This identifier typically appears at the beginning of a section heading, but it may also appear at the beginning of a note or other text.

Example of a country-specific heading: “(FRA) Hiring an Employee”

Example of a region-specific heading: “(Latin America) Setting Up Depreciation”

Country Identifiers

Countries are identified with the International Organization for Standardization (ISO) country code.

Region Identifiers

Regions are identified by the region name. The following region identifiers may appear in PeopleBooks:

- Asia Pacific
- Europe
- Latin America
- North America

Industry Identifiers

Industries are identified by the industry name or by an abbreviation for that industry. The following industry identifiers may appear in PeopleBooks:

- USF (U.S. Federal)
- E&G (Education and Government)

Currency Codes

Monetary amounts are identified by the ISO currency code.

Comments and Suggestions

Your comments are important to us. We encourage you to tell us what you like, or what you would like to see changed about PeopleBooks and other PeopleSoft reference and training materials. Please send your suggestions to:

PeopleSoft Product Documentation Manager PeopleSoft, Inc. 4460 Hacienda Drive Pleasanton, CA 94588

Or send email comments to doc@peoplesoft.com.

While we cannot guarantee to answer every email message, we will pay careful attention to your comments and suggestions.

Common Elements Used in PeopleBooks

Address Book Number	Enter a unique number that identifies the master record for the entity. An address book number can be the identifier for a customer, supplier, company, employee, applicant, participant, tenant, location, and so on. Depending on the application, the field on the form might refer to the address book number as the customer number, supplier number, or company number, employee or applicant id, participant number, and so on.
As If Currency Code	Enter the three-character code to specify the currency that you want to use to view transaction amounts. This code allows you to view the transaction amounts as if they were entered in the specified currency rather than the foreign or domestic currency that was used when the transaction was originally entered.
Batch Number	Displays a number that identifies a group of transactions to be processed by the system. On entry forms, you can assign the batch number or the system can assign it through the Next Numbers program (P0002).
Batch Date	Enter the date in which a batch is created. If you leave this field blank, the system supplies the system date as the batch date.
Batch Status	Displays a code from user-defined code (UDC) table 98/IC that indicates the posting status of a batch. Values are: <i>Blank:</i> Batch is unposted and pending approval. <i>A:</i> The batch is approved for posting, has no errors and is in balance, but it has not yet been posted. <i>D:</i> The batch posted successfully. <i>E:</i> The batch is in error. You must correct the batch before it can post. <i>P:</i> The system is in the process of posting the batch. The batch is unavailable until the posting process is complete. If errors occur during the post, the batch status changes to E. <i>U:</i> The batch is temporarily unavailable because someone is working with it, or the batch appears to be in use because a power failure occurred while the batch was open.
Branch/Plant	Enter a code that identifies a separate entity as a warehouse location, job, project, work center, branch, or plant in which distribution and manufacturing activities occur. In some systems, this is called a business unit.
Business Unit	Enter the alphanumeric code that identifies a separate entity within a business for which you want to track costs. In some systems, this is called a branch/plant.
Category Code	Enter the code that represents a specific category code. Category codes are user-defined codes that you customize to handle the tracking and reporting requirements of your organization.
Company	Enter a code that identifies a specific organization, fund, or other reporting entity. The company code must already exist in the F0010 table and must identify a reporting entity that has a complete balance sheet.

Currency Code	Enter the three-character code that represents the currency of the transaction. PeopleSoft EnterpriseOne provides currency codes that are recognized by the International Organization for Standardization (ISO). The system stores currency codes in the F0013 table.
Document Company	Enter the company number associated with the document. This number, used in conjunction with the document number, document type, and general ledger date, uniquely identifies an original document. If you assign next numbers by company and fiscal year, the system uses the document company to retrieve the correct next number for that company. If two or more original documents have the same document number and document type, you can use the document company to display the document that you want.
Document Number	Displays a number that identifies the original document, which can be a voucher, invoice, journal entry, or time sheet, and so on. On entry forms, you can assign the original document number or the system can assign it through the Next Numbers program.
Document Type	Enter the two-character UDC, from UDC table 00/DT, that identifies the origin and purpose of the transaction, such as a voucher, invoice, journal entry, or time sheet. PeopleSoft EnterpriseOne reserves these prefixes for the document types indicated: <i>P</i>: Accounts payable documents. <i>R</i>: Accounts receivable documents. <i>T</i>: Time and pay documents. <i>I</i>: Inventory documents. <i>O</i>: Purchase order documents. <i>S</i>: Sales order documents.
Effective Date	Enter the date on which an address, item, transaction, or record becomes active. The meaning of this field differs, depending on the program. For example, the effective date can represent any of these dates: • The date on which a change of address becomes effective. • The date on which a lease becomes effective. • The date on which a price becomes effective. • The date on which the currency exchange rate becomes effective. • The date on which a tax rate becomes effective.
Fiscal Period and Fiscal Year	Enter a number that identifies the general ledger period and year. For many programs, you can leave these fields blank to use the current fiscal period and year defined in the Company Names & Number program (P0010).
G/L Date (general ledger date)	Enter the date that identifies the financial period to which a transaction will be posted. The system compares the date that you enter on the transaction to the fiscal date pattern assigned to the company to retrieve the appropriate fiscal period number and year, as well as to perform date validations.

PeopleSoft EnterpriseOne Tools Object Management Workbench Preface

This preface discusses the PeopleSoft EnterpriseOne Tools Object Management Workbench PeopleBook.

PeopleSoft EnterpriseOne Tools Companion Documentation

Additional, essential information describing the setup and design of PeopleSoft EnterpriseOne Tools resides in companion documentation. The companion documentation consists of important topics that apply to Solution Explorer as well as other PeopleSoft EnterpriseOne Tools. You should be familiar with the contents of these companion PeopleBooks:

- PeopleSoft EnterpriseOne Tools Development Tools: APIs and Business Functions
- PeopleSoft EnterpriseOne Tools Development Tools: Application Development
- PeopleSoft EnterpriseOne Tools Development Tools: Data Dictionary
- PeopleSoft EnterpriseOne Tools Development Tools: Data Structure Design
- PeopleSoft EnterpriseOne Tools Development Tools: Event Rules and System Functions
- PeopleSoft EnterpriseOne Tools Development Tools: Form Design Aid
- PeopleSoft EnterpriseOne Tools Development Tools: Report Design Aid
- PeopleSoft EnterpriseOne Tools Development Tools: Report Printing Administration Technologies
- PeopleSoft EnterpriseOne Tools Development Tools: Tables and Business Views

See Also

PeopleSoft EnterpriseOne Tools 8.95 PeopleBook: Development Tools: APIs and Business Functions, “Getting Started with PeopleSoft EnterpriseOne Tools Development Tools: APIs and Business Functions”

PeopleSoft EnterpriseOne Tools 8.95 PeopleBook: Development Tools: Batch Versions, “Getting Started with PeopleSoft EnterpriseOne Tools Development Tools: Batch Versions”

PeopleSoft EnterpriseOne Tools 8.95 PeopleBook: Development Tools: Data Dictionary, “Getting Started with PeopleSoft EnterpriseOne Tools Development Tools: Data Dictionary”

PeopleSoft EnterpriseOne Tools 8.95 PeopleBook: Development Tools: Data Structure Design, “Getting Started with PeopleSoft EnterpriseOne Tools Development Tools: Data Structure Design”

PeopleSoft EnterpriseOne Tools 8.95 PeopleBook: Development Tools: Event Rules and System Functions, “Getting Started with PeopleSoft EnterpriseOne Tools Development Tools: Event Rules and Systems Functions”

PeopleSoft EnterpriseOne Tools 8.95 PeopleBook: Development Tools: Form Design Aid, “Getting Started with PeopleSoft EnterpriseOne Tools Development Tools: Form Design Aid”

PeopleSoft EnterpriseOne Tools 8.95 PeopleBook: Development Tools: Report Design Aid, “Getting Started with PeopleSoft EnterpriseOne Tools Development Tools: Report Design Aid”

PeopleSoft EnterpriseOne Tools 8.95 PeopleBook: Development Tools: Report Printing Administration Technologies, “Getting Started with PeopleSoft EnterpriseOne Tools Development Tools: Report Printing Administration Technologies”

PeopleSoft EnterpriseOne Tools 8.95 PeopleBook: Development Tools: Tables and Business Views, “Getting Started with PeopleSoft EnterpriseOne Tools Development Tools: Tables and Business Views”

CHAPTER 1

Getting Started with PeopleSoft EnterpriseOne Tools Object Management Workbench

This chapter discusses:

- Object Management Workbench Overview
- Object Management Workbench Implementation

Object Management Workbench Overview

Object Management Workbench is the primary component of the change management system for EnterpriseOne development. A change management system is vital to a productive development environment because it helps organize a myriad of development activities and helps prevent problems, such as when a developer intermixes components from different releases or when multiple developers simultaneously change an object. Object Management Workbench automates many of these change management activities.

Object Management Workbench Implementation

This section provides an overview of the steps that are required to implement Object Management Workbench.

In the planning phase of your implementation, take advantage of all PeopleSoft sources of information, including the installation guides and troubleshooting information. A complete list of these resources appears in the preface in *About These PeopleBooks* with information about where to find the most current version of each.

Object Management Workbench Implementation Steps

This section provides an overview of the steps that are required to implement Object Management Workbench.

In the planning phase of your implementation, take advantage of all PeopleSoft sources of information, including the installation guides and troubleshooting information. A complete list of these resources appears in the preface in *About These PeopleBooks* with information about where to find the most current version of each.

This table lists the steps for the Object Management Workbench implementation.

Step	Reference
1. Set up permissions to access and use Object Management Workbench (OMW) using Security Workbench.	<i>PeopleSoft EnterpriseOne Tools 8.95 PeopleBook: Security Administration</i> , “Using Security Workbench,” Managing Application Security
2. Add yourself to the system in a developer role so that you have permissions to create PeopleSoft EnterpriseOne objects.	<u>Chapter 10, “Configuring User Roles and Allowed Actions,” Setting Up User Roles, page 48</u>
3. Set up permissions to create OMW projects.	<u>Chapter 10, “Configuring User Roles and Allowed Actions,” Setting Up Allowed User Actions, page 49</u>
4. Set up the appropriate database permissions so that you can add tables to the database, drop tables, and add and modify data.	Work with the database administrator to set up these permissions.

CHAPTER 2

Understanding Object Management Workbench

This chapter discusses:

- OMW projects.
- Default projects in OMW.
- User roles in OMW.
- Allowed actions.
- Tokens.
- The OMW interface.
- Object Librarian and non-Object Librarian objects.

OMW Projects

Projects are composed of objects and owners. All development of objects within PeopleSoft EnterpriseOne must be performed within the context of a project. Usually, you must first create or select a project, add an object to it, and then you can work with that object. Typically, objects are included in a project because they have been modified or created by a developer to complete a specific task.

In addition to objects, users can be associated with different projects. In fact, before you can add an object to a project, you must have been added to the project as a user in a role that has permission to add objects. A user can be assigned to the same project more than once with different roles. Projects may also contain other projects.

Default Projects in OMW

The default project is your personal project that you use for development and research. It holds any miscellaneous development objects that you want to work with but that you have not associated with a specific project. PeopleSoft EnterpriseOne creates a default project when you run OMW for the first time. Your PeopleSoft EnterpriseOne logon is the name of your default project.

Use your default project to do these tasks:

- Research, develop, and prototype objects
- Review objects that you do not need to modify or check in

The default project is similar to other projects; however, the status of a default project does not change. Therefore, you cannot use a default project to transfer objects.

Some objects, such as versions, and reports can be created and edited outside of OMW. Nevertheless, any changes that you make to these objects must be tracked and managed. You use your default project to manage these objects. If you create or access such objects outside of OMW, these objects are added to your default project.

User Roles in OMW

Users must be assigned to a project before they can revise the project or the objects within that project. When you add a user to a project, you also identify the role of the user within the project. The user role defines the function of the user within the project organization and specifies the user's access to certain OMW functions, depending on the allowed actions associated with the role. User roles and their allowed actions are defined in the Object Management Configuration application.

Note. Do not confuse user roles in the OMW with the concept of user roles as applied to other components of PeopleSoft EnterpriseOne, such as Solution Explorer. OMW roles function independently of all other role-based systems in PeopleSoft EnterpriseOne.

Allowed Actions

Allowed actions are rules that define the actions that may be performed by a user who is assigned a specific user role. You set up these rules for each user role, object type, and project status by using the Object Management Workbench Configuration program.

Tokens

Some objects use tokens to minimize the possibility of one user overwriting another user's changes to an object. The token management system organizes application development by providing a single checkout environment. Tokens provide a change control solution in a system that does not support merging or multiple versions of object specifications.

Projects hold tokens for an object, and each object has only one token. You can check out an object only if your project holds the token for the object. In this way, an object can reside in several projects, but can be checked out and checked in only by qualified users of the project that holds the token. However, you can allow other projects to share an object's token, thereby allowing the object to be checked out and checked in by qualified users of one or more projects. Only one person can check out an object at a time.

Note. Only Object Librarian objects have tokens.

See [Chapter 5, "Working with Objects," Adding Objects to Projects, page 21](#).

See [Chapter 2, "Understanding Object Management Workbench," Object Librarian and Non-Object Librarian Objects, page 6](#).

This table lists the allowed actions you can perform while your project holds the token:

Action	Description
Allow Another Project to Inherit the Token	This action forces both projects to be advanced together as if they were one project and allows multiple fixes to be applied to an object.
Switch the Token to Another Project	The project that donates the token returns to the queue as the first project waiting for the token when the new project inherits the token. This action allows an emergency fix to be applied immediately. Token switching should be restricted to a specific user role to ensure security of the objects.
Release the Token	You can release the token and allow the next project in the queue to inherit the token. The token can be released manually or configured to be released when a project advances to a new status. The token can be released when the project's status first changes or as late as when the project is closed. You must configure token release according to object type. Some object types, such as business functions, can hold their tokens longer, while other object types can give up their tokens earlier. You must also, set up tokens for release at a predefined object transfer point.

Your organization's change control procedures determine how you configure the object-transfer activity rules to release tokens. If you do not define object-transfer activity rules to release tokens, developers risk overwriting the changes of other developers.

The OMW Interface

From left to right, the initial OMW form displays these features:

- The project window, which displays your projects and their related objects and users. To view your current projects, click Find.

This list describes how the color of an Object Librarian Object button indicates its status:

- Gray Object Button with Check Mark: Another project holds the token for this object.
- Colored Object Button (not gray): The project that contains the object holds the token for this object.
- Colored Object Button with Check Mark (not gray): The project that contains the object holds the token for the object, and the object is checked out.
- Gray Object Button: This object is not checked out and no project currently holds the object for the token.

Non-Object Librarian Object buttons do not vary in appearance.

Objects to be deleted are marked in bold in this window.

- The center column, which contains action buttons that you use to perform actions on a selected object. Available buttons vary based on your roles in the current project and on the status of the project in which the selected object resides. When you first launch OMW, no buttons appear in the center column because you have not selected an object.

- The information window, which displays a Web site; project status and release information; object or user information; and search results. Initially, the window displays a Web site or HTML page. The contents change based on your tab and object selections. For example, when you select a project or an object in the project window, the information window displays information about the selected project or object. To return this window to its initial state, click News on the toolbar.

Object Librarian and Non-Object Librarian Objects

OMW provides control of PeopleSoft objects in a simple, integrated, graphical user interface for software development. In PeopleSoft EnterpriseOne, an object is a reusable entity based on software specifications that are created by PeopleSoft tools.

In OMW, this definition is expanded to include non-Object Librarian objects that are data source-based rather than path code-based.

PeopleSoft EnterpriseOne objects include the following Object Librarian objects:

- Batch applications and versions (UBE)
- Business functions (BSFN)
- Business views (BSVW)
- Data structures (DSTR)
- Interactive applications (APPL)
- Media objects (GT)
- Tables (TBLE)

PeopleSoft objects include the following non-Object Librarian objects:

- Data dictionary items
- User defined code items
- Workflow objects
- Menus

CHAPTER 3

Understanding Projects in OMW

This chapter discusses:

- Default projects.
- The lifecycle of a project.

Understanding Default Projects

This section discusses:

- Default projects.
- Roles in default projects.

Default Projects

When you run OMW for the first time, the system creates a default project and tags it with your user ID. The default project is your personal project that you can use for development and research.

You can use default projects to do the following:

- Develop objects that are later moved into a regular project.
- Store objects to be added to a project later.
- Automatically store objects worked on outside of OMW.

A default project is similar to a project except that the project status of a default project never changes. Therefore, you cannot use a default project to transfer objects.

Non-Object Librarian objects can be accessed outside of OMW. If you access objects such as versions, user defined codes, menus, or the RDA outside of OMW, these objects are added to the default project. Any changes that you make to these objects must be tracked and managed through the default project. Modifications to non-Object Librarian objects are always logged.

If you want to advance the status of an object, use OMW to move the object from the default project to a project.

Roles in the Default Project

Although your default project appears immediately, you have one role only (usually Originator), as configured by your system administrator. You might need to add yourself to your default project in another role, such as Developer.

See Also

[Chapter 4, “Working with Projects,” Adding Users to Projects, page 13](#)

Understanding the Lifecycle of a Project

This topic discusses a typical project lifecycle from inception to completion. It includes steps required by a SAR-based (software action request) system. If you are not using a SAR-based system, some of the following steps might not apply to you. Furthermore, depending on your business's software development procedures, the steps that you follow and their order might vary from the following process.

1. Based on the task to be accomplished, create a new project.
2. Add users to the project.

When you add a user, you define the role of the user, based on the actions that you want that user to be able to perform within this project. You might need to add a user more than once if you want the user to be able to perform actions allowed by different roles. As the project progresses, you can continue to add (or remove) users as required.

When you create a project with SAR integration turned off, you are automatically added to that project in the role determined by your system administrator (usually, as the Originator). You might want to add yourself to the project in other roles as well.

When you create a project with SAR integration turned on, the person who entered the SAR is added to the project in the role of Originator.

3. Add objects to the project.

Qualified users might be adding objects to the project throughout much of its lifecycle.

If you create a new object, drag and drop the object from your default project to the project as appropriate.

4. Check objects out and in.

To be able to save your changes to an object, you must check the object out, apply your changes, and check the object in.

You can check out an object only if no other projects hold the token for that object. If the token is available, it passes to your project when you check the object out. If another project already holds the token for the object, you can join a token queue to be notified when the token becomes available.

After checking out an object and modifying it, you can save your changes without checking the object in.

When you check an object in, the system might not release the token from the project, depending on how OMW is configured. As long as your project holds the token, another qualified user in your project can check the object out, but users in other projects cannot. You can enable users in other projects to check an object out by removing the object from the project.

5. Advance the project.

As the project progresses through its lifecycle, you must change its status. You do this by advancing the project. When you advance a project, the allowed actions for some roles might change and some objects might be transferred to other locations. Status-based role changes and transfers are configured by your system administrator.

6. Complete the project.

Based on your processes, you might archive or delete the project when finished. In OMW, 01 (Complete) is a closed status.

CHAPTER 4

Working with Projects

This chapter provides an overview of projects and discusses how to:

- Filter and search for projects.
- Create new projects.
- Change project properties.
- Advance projects.
- Add existing projects to a project.
- Delete projects.

Understanding Projects

In Object Management Workbench (OMW), all development is performed within the context of a project.

By default, when you click Find on OMW, the project window displays all of the projects to which you are added in at least one role. The project list can become lengthy, and you might want to filter the list so that only certain projects appear. For example, if you have a Developer role on some projects, you might want to filter the list so that you view only those projects with a development status. You can filter by user, role, and status.

In addition to projects in which you have a role, you can also view any other projects in the system. You can search for projects based on a variety of criteria, including object. If you complete the filter fields in the project window before you perform a search, you can refine the search based on the information that you enter in the filter fields.

Note. Searches are case-sensitive. When you complete fields, verify that you entered the search criteria using the commonly accepted spelling and case. If you receive no search results, try different capitalization or spelling.

Filtering and Searching for Projects

This section discusses how to:

- Filter projects.
- Perform project searches.
- Search for projects by object.

Form Used to Filter and Search for Projects

Form Name	FormID	Navigation	Usage
Object Management Workbench	W98220A	In Solution Explorer, enter <i>OMW</i> in the Fast Path field.	Work with OMW projects.

Filtering Projects

Access Object Management Workbench.

1. In Object Management Workbench, enter the role and complete the following fields in the project window:

User	This field is required. When you launch the OMW, this field displays your ID. You can also enter other user IDs in this field.
Status	The range that you enter is inclusive. To search for projects with a specific status, enter the status code in both fields.

2. Click Find.

Performing Project Searches

Access Object Management Workbench.

1. In Object Management Workbench, select Advanced Search from the Form menu.
2. If you entered a user ID on the previous form, the OMW Project Search and Select by Project User form appears, and you can limit the search by enter the user role and project status.

To search for projects with a specific status, enter the status code in both fields. The range that you enter in these fields is inclusive.

The OMW Project Search and Select form appears if you did not complete any of the filter fields in the project window. These fields are unavailable on the OMW Project Search and Select form.

3. Enter the desired criteria in the Query by Example (QBE) columns, and then click Find.
4. Select one or more projects, and then click Select.

The projects that you chose appear in the project window.

Searching for Projects by Object

This search method places all of the selected projects in the project window.

Access Object Management Workbench.

1. In Object Management Workbench, select Search by Object from the Form menu.
2. In OMW Project Search and Select by Object, enter the desired criteria in the Query by Example (QBE) columns, and then click Find.
3. Select one or more projects, and then click Select.

Creating New Projects

You create new projects to use as containers for objects and users that are grouped for a specific purpose. For example, you can create separate projects for different system enhancements. Through logging, projects also enable you to track the evolution of objects within the project, as well as the project itself.

This section discusses how to:

- Create new projects.
- Add users to projects.
- Remove users from projects.

Creating New Projects

Access Object Management Workbench.

1. In Object Management Workbench, click Add.
2. In Add PeopleSoft Object to the Project, click OMW Project, and then click OK.
3. In Adding a Project, select how you want to create the project, and then click OK.

The option to create a project using a SAR is valid when SAR integration is enabled. This form is unavailable if your system does not use the PeopleSoft SAR system.

4. In Project Revisions, click the Summary tab, and enter a project ID.

PeopleSoft recommends that you use the following format when you name your projects:

YYYzzzzz

YYY is a company-specific code.

zzzzz is a unique, five-digit number.

For example, ABC00001 might be the name of a project.

5. Complete the following fields:
 - Description
 - Type
 - Severity
 - Product System Code
 - Release
6. Click the Dates tab, and then enter the planned completion date.
7. (Optional) Click the Category Codes tab, and then enter category codes 1 through 10.
8. Click the Attachments tab, and then add optional text comments to document the new project.
9. Click OK.

Adding Users to Projects

Access Object Management Workbench.

1. In Object Management Workbench, click the project to which you want to add the users.

2. Set up a list of users to add to the destination project by performing a search using the Search tab in the information window.
3. In the search form, select the user to be added to the destination project.
4. Verify that the owner's node in the destination project in the project window is highlighted. If it is not highlighted, click it.
5. With the user to be added highlighted, click the Add Object or User to Project button in the center column.
6. In Add User to Project, enter the role and lead, and then click OK:

Note. To add a user in more than one user role, repeat the add user procedure and select a second user role for the same user. Different functions are enabled for different user roles, according to their allowed (user) actions. These actions are configured by the administrator for your project using the configuration program of the OMW.

Removing Users from Projects

Access Object Management Workbench.

1. In Object Management Workbench, select a user in the project window.
2. Click the Remove Object or User from Project button in the center column.

Note. Removing a user from a project does not delete the user from the system.

Changing Project Properties

This section provides an overview of project properties and discusses how to change project properties.

Understanding Project Properties

You can view and modify the following properties of any project that you select:

- Description
- Type
- Severity
- Product system code
- Release information
- Start date
- Planned completion date
- Category codes
- Text attachments

Changing Project Properties

Access Object Management Workbench.

1. In Object Management Workbench, click a project, and then click Select.

You can also click the Design button in the center column.

2. In Project Revisions, click the Summary tab, and then revise the information in the following fields:
 - Description
 - Type
 - Severity
 - Product System Code
 - Release
3. Click the Dates tab, and then revise the start date and the planned completion date.
4. (Optional) Click the Category Codes tab, and then revise category codes 1 through 10.
5. Click the Attachments tab, and then add optional text comments to document the project.
6. Click OK.

Advancing Projects

This section provides an overview of project advancement, lists prerequisites, and discusses how to advance projects.

Understanding Project Advancement

After development is complete for all objects in a project, the status of the project must be advanced to send the project through the development cycle. Changing the status of a project might affect the allowed actions of certain roles.

OMW can be configured to enable users, based on their roles, to perform specific actions when a project is at a specific status. For example, a user who is assigned to a project in the role of developer might be able to perform the following actions before the project is advanced: check out, design, and check in. However, after the project is advanced to the next status, a developer might not be able to perform any actions at all.

Changing the status of a project can also initiate actions, such as transferring objects in the project and deleting from the system objects that have been marked for removal. You cannot advance a default project.

Prerequisites

Before advancing projects:

- Ensure that all of the objects in a project are checked in, including objects in projects that will inherit a token.
- In SAR-based systems, ensure that you complete all required SAR fields.

Advancing Projects

Access Object Management Workbench.

1. In Object Management Workbench, click the project to be advanced.
2. Click the Advance Project button in the center column.
3. Click the field labeled >>>, and then enter the desired project status.

Your choices are limited, based on the current status of the project and on your company's specific procedures, which are defined in the Object Management Workbench Configuration application.

Note. Select the Validate Only option to validate the status change without actually advancing the status of the project. This option enables you to verify that the project is valid before attempting any object transfers. Any projects that are linked to it through token inheritance are validated at this time as well.

4. Check for dependencies, if applicable.

When you advance a project, you can use the Check Dependency feature to determine whether the project contains objects that can be rolled up when an ESU is created. If the system finds a rule violation, the project is not transferred.

5. Click OK .

If you did not select the Validate Only option, the system advances the project status and initiates any required object transfers and deletions. Otherwise, the system validates only the project status.

Use the OMW logging system to view any errors that occurred during the status change. If you cannot advance the project, verify the following:

- All of the objects in the project are checked in, including objects in projects that will inherit a token.
- If you are using a SAR system, you have completed all of the required fields in the SAR.

Adding Existing Projects to a Project

In addition to objects and users, projects can contain other projects. You can add a project to a project or, if the target project and the project to be added both appear in your project window, you can move the project to be added under the target project using drag-and-drop. The methods for adding and moving projects are identical to the methods for adding and moving objects.

See [Chapter 5, “Working with Objects,” Adding Objects to Projects, page 21](#).

See [Chapter 5, “Working with Objects,” Adding Objects to Projects, page 21](#).

Deleting Projects

This section provides an overview of project deletion and discusses how to delete projects.

Understanding Project Deletion

When you delete a project, the system removes all objects and owners from the project. The project is then completely deleted from the system.

If you delete a project that contains objects that are checked out, the system erases the check out for each object before deleting the project. If the project holds any tokens, the system releases them as well.

Deleting Projects

Access Object Management Workbench.

1. In Object Management Workbench, click a project, and then click Delete.
The system confirms the deletion.
2. Click OK in the Confirm Delete query.

CHAPTER 5

Working with Objects

This chapter provides an overview of objects and discusses how to:

- Create objects.
- Search for objects.
- Add objects to projects.
- Move objects.
- Remove objects from projects.
- Delete objects.
- Download object specifications.
- Check objects in and out.
- Change objects.
- Maintain objects in multiple software releases.

Understanding Objects

OMW enables you to administer database objects in a tool that displays nodes, tables, business views, indexes, and programs hierarchically. Rather than have an administrator manage all of the objects and track what modifications went with which SAR/Project, you do it yourself. You can create and manage a variety of objects with OMW, including:

- Applications
- Business functions
- Data structures
- Tables
- Business views
- Data and menu items
- User defined codes (UDCs)
- Workflow processes

Creating Objects

Access Object Management Workbench.

1. From the Object Management Workbench, click Add.
2. In Add PeopleSoft Object to the Project, click the object type that you want to create, and then click OK.
The Add Object form appears. The contents of this form vary based on the type of object that you are creating.
3. In Add Object, complete the fields as appropriate for the type of object you are creating, and then click OK.

Depending on the object that you are creating, a design form, which provides the functions you need to design the object, might appear. For example, if you create an interactive application, the Interactive Application Design form appears. Click the Design Tools tab to access the buttons that launch Form Design Aid, Work with Vocabulary Overrides, Work with Interactive Versions, and so on.

Searching for Objects

This section provides an overview of object searches and discusses how to search for objects.

Understanding Object Searches

Conducting an efficient search is preliminary to adding objects to a project. You can search for objects by category and type, or you can perform an advanced search and find objects based on other criteria.

Note. Searches are case-sensitive. When you enter your search criteria, enter the commonly accepted spelling in standard capitals and lower case. If you receive no search results, try different capitalization or spelling.

Searching for Objects

Access Object Management Workbench.

1. In Object Management Workbench, click the Search tab.
2. Complete the following fields, and then click the button next to the Search field:

Category	You can search a variety of categories. For example, to find a report, select Object Librarian as the category because reports are Object Librarian objects. To find a project, select OMW Project. To find a user, select Owners.
-----------------	--

Search Type	Valid choices for this field vary based on the category that you select. If you set the search type to Object Name Version Name, you can use the delimiter to specify a search suffix. For example, if the category is Object Librarian and the search type is object name, entering R0008P XJDE* displays all XJDE versions of object R0008P (Date Patterns Report).
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Search	Entries in this field must match the Search Type that you select.
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3. To search for objects based on criteria other than category, search type, and name, click Advanced Search.

4. In Object Librarian Search and Select, enter the desired criteria in the Query by Example columns, and then click Find.
5. Select one or more objects, and then click Select.

The objects that you chose appear in the information window.

See Also

[Chapter 5, “Working with Objects,” Adding Objects to Projects, page 21](#)

Adding Objects to Projects

This section provides an overview of object addition and discusses how to:

- Add an object.
- Add multiple objects.

Understanding Object Addition

An object must exist within one of your projects before you can work with it. You can add an existing object to a project, or you can create a new object for a project. When you create a new object, the system places it in the current object that you have selected. If you did not select a project before creating the object, the system places it in your default project. Adding an object to a project neither checks out the object nor downloads the specifications of the object to your local environment.

Note. If you try to add an object to a project that already exists in that same project, the Release Search & Select form appears because the system enables you to modify the same object across multiple releases.

See Also

[Chapter 4, “Working with Projects,” Adding Users to Projects, page 13](#)

[Chapter 5, “Working with Objects,” Checking Objects In and Out, page 25](#)

Adding an Object

Access Object Management Workbench.

1. In Object Management Workbench, click the project to which the object will be added.
2. Find the object to add to the destination project by performing a search using the Search tab in the information window.
3. When the search completes, on the search form, select the object to be added to the destination project.
4. Verify that the destination project is highlighted in the project window. If it is not highlighted, click it.
5. With the object to be added highlighted, click the Add Object or User to Project button in the center column.

Adding Multiple Objects

Access Object Management Workbench.

1. In Object Management Workbench, click the project to which the objects will be added.
2. Find the objects to add to the destination project by performing a search using the Search tab in the information window.
3. Verify that the destination project is highlighted in the project window. If it is not highlighted, click it.
4. From the Row menu, select Advanced, and then select Add All Objects.

The system adds all of the objects that fit the search criteria to the project that you selected in step 1.

Moving Objects

You can move objects from one project to another by dragging and dropping them. Both projects and the object must be visible in your project window. This task can be used to move users from one project to another or to move a project to another project.

This section discusses how to:

- Move an object.
- Move multiple objects.

Moving an Object

Access Object Management Workbench.

1. In Object Management Workbench, in the project window, click and hold the mouse button on the object that you want to move.
2. Drag the object over the target project and release the mouse button.

The system removes the object from the source project and adds it to the target project.

Moving Multiple Objects

Access Object Management Workbench.

1. In Object Management Workbench, in the project window, click the project that contains the objects that you want to move.
2. From the Row menu, select Advanced, and then select Move Objects.
3. In Move Multiple Objects Search & Select, in the To Project field, enter the project to which you want to move the selected objects.
4. In the detail area, click the objects that you want to move.
5. Click Select.

The system moves the objects from the source project to the target project. This process might take several minutes, depending on the number of objects that you selected.

Removing Objects from Projects

This action removes the reference to the object from the project; it does not delete the object. This task also can be used to remove users from a project.

Access Object Management Workbench.

1. In Object Management Workbench, select an object in the project window.
2. Click the Remove Object or User from Project button in the center column.

Deleting Objects

This section provides an overview of object deletion and discusses how to delete objects.

Understanding Object Deletion

You can delete any object from the server that is at an open status. You can also mark an object for deletion from its transfer locations upon project advancement or from its current save location (the location where the system saves the object when you click the Save button in the center column of OMW).

You can also use this task to remove the specifications for Object Librarian object from your workstation.

When you select Delete Object from Server for a non-Object Librarian object, the system deletes the object from locations that are defined in the transfer activity rules when you click OK. If you select Mark Object to be Deleted from Transfer Locations, the system deletes the object from any other configured locations when the project advances.

For an Object Librarian object, you can delete the local and save specifications. If the Object Librarian object is checked in, you can delete the checked-in version of this object by choosing Delete Object from Server. If you select Mark Object to be Deleted from Transfer Locations, the Object Librarian object is deleted from its transfer locations, which are defined in the transfer activity rules when the Project Status is advanced.

Deleting Objects

Access Object Management Workbench.

1. In Object Management Workbench, select an object in the project window.
2. Click Delete.

A Delete form appears. Your available options vary depending on the object type and whether the object has been checked in.

3. Select one or more of the following options, and then click OK:

- Delete Object from Server

Click View Locations for a list of locations from which the object is deleted when you select this option. This action occurs as soon as you click OK.

- Delete Object Locally

This action occurs as soon as you click OK.

- Delete Object from the SAVE location

This action occurs as soon as you click OK.

- Mark Object To Be Deleted From Transfer Locations

Objects marked for deletion from transfer locations appear in bold letters in the project window. They are deleted from the transfer locations when the project status is advanced.

- Remove Object from ALL locations

This option selects all of the above options.

Downloading Object Specifications

This section provides an overview of specification downloads and discusses how to use the advanced get feature.

Understanding Specification Downloads

To download checked-in object specifications from the server that is defined for the current status, select the object and click the Get button in the center column. Use this function when someone else has been working on the object and you want to see the changes, or when you have made changes to the object but want to abandon them in favor of another version of the object.

The Get button enables you to get the specifications for objects that reside in your path code only. However, you can download the specifications of an object that resides in other areas of the system. For example, you might want to get the specifications for an object as it existed in a previous software release. Use the advanced get feature to specify the location of the object that you want to download.

Note. If you want to review the object and not save any changes, use the Get button to copy the latest specifications to your local workstation instead of checking out the object and then erasing the checkout.

Using the Advanced Get Feature

Access Object Management Workbench.

1. In Object Management Workbench, select an object in the project window.
2. From the Row menu, select Advanced, and then select Advanced Get.
You are prompted to decide whether you want to overwrite local specifications.
3. Click one of the following options:
 - Yes
If you select Yes, go to step 5.
 - No
If you select No, continue with step 4.
4. In Path Code Search & Select, enter the path code, and then click Find.
5. Select the location of the object that you want to get, and then click Select.

Checking Objects In and Out

This section provides an overview of object check in and check out and discusses how to:

- Check out objects.
- Check in objects.
- Erase checkouts.

Understanding Object Check In and Check Out

You can check out an Object Librarian object that resides in your projects provided that the token for the object is either available or held by the project in which the object currently resides. Only one user at a time can check out an object. Checkout fails if the object is already checked out or if the token is unavailable. If the token is unavailable, you can join the token queue for the desired object. If you join the token queue, you will be notified when the token is available and your project will receive the token.

Check in an object when you want to upload its specifications to the server and make it publicly available. When you check in an object, the system records the project in which the object resides and ensures that only changes made under the current project are transferred when the project is advanced to a status that triggers a transfer. If you move an object from one project to another using the drag-and-drop method, the system tracks the change and records the new project for the object. However, consider the following scenario:

1. You add an object to a project and check it out.
2. You change the object and check it in.
3. You use the right-facing arrow in the center column to remove the object from the project.
4. You later add the object to a different project.

In this scenario, the system cannot track the object because it passes out of a project completely. Therefore, when you advance the second project, if the system needs to transfer the object as part of the advance, the transfer will fail because the object's last known check in project location and its current project location do not match.

When you drag-and-drop an object, the system updates its tables in such a way that the transfer can occur. This is not the case when you remove an object from a project and then add it to a different project later.

If an object is checked out, you can erase the checkout. When you erase a checkout, local changes are not uploaded to the server. Erasing the checkout for an object does not release its token, but it does enable other developers who are assigned to the same project to check out the object.

Checking Out Objects

Access Object Management Workbench.

1. In Object Management Workbench, select an object in the project window.
2. Click the Checkout button in the center column.

OMW indicates that an object is checked out by superimposing a check mark over the object's button. Additionally, data about the object that appears in the information window is updated to reflect its checked out status.

Note. If the object is unavailable, the system asks if you want to be added to the token queue for the object. If you select to join the queue, the system alerts you when the token is released and assigns the token to your project. To determine which project holds the token for an object, select the object in the project window and click the News/Status tab in the information window. Additionally, if you have joined a token queue, your position in the queue appears here.

Checking In Objects

Access Object Management Workbench.

1. In Object Management Workbench, select a checked-out object in the project window.
2. Click the check in button in the center column.

OMW indicates that an object is checked in by removing the check mark that was superimposed over the object's button when it was checked out.

Erasing Checkouts

Access Object Management Workbench.

1. In Object Management Workbench, select a checked-out object in the project window.
2. Click the Erase Checkout button in the center column.

OMW indicates that an object is no longer checked out by removing the check mark that was superimposed over the object's button when it was checked out.

Changing Objects

This section provides an overview of object changes and discusses how to change objects.

Understanding Object Changes

When you create an object using OMW, OMW enables you to define the properties of the object. OMW also provides access to design tools and system actions for the object. Similarly, after the object is created, you can use OMW to modify the object and its specifications.

Your system administrator can also specify a separate save location that is different from your local environment and from the location of the object on the server. You save objects to this location when you select the object and click the Save button in the center column. Retrieve an object from its save location by selecting the object and clicking the Restore button in the center column. Note that the save location for the object must be different from its system location.

You must check out the object before you modify it to be able to check the object back in and upload the changes.

As users modify objects, the changes exist only in their local environments until they either save the object to its save location or check in the object to its system location.

Changing Objects

Access Object Management Workbench.

1. In Object Management Workbench, select an object in the project window.
2. Click the Design button in the center column.

An appropriate design form for the object appears. The current properties of the object appear on the form.

3. Make the necessary changes to the object, and then click OK.

Maintaining Objects in Multiple Software Release

This section provides an overview of objects in multiple software releases, lists a prerequisite, and discusses how to:

- Add same-named objects to a project.
- Change the release level of an object on your project.
- Update an object to match another object.
- Update different objects in different releases.

Understanding Objects in Multiple Software Releases

Same-named objects in different software releases can be modified in OMW in the same project. After adding the objects to the project, you can maintain them independently or you can update one to match the other. When working on objects from separate releases, OMW handles save and check in file paths for you, based on the Object Management Configuration. You perform the necessary modifications and use the OMW functions as you would normally.

Important! Changing and maintaining objects in multiple releases can cause problems due to PeopleSoft EnterpriseOne object interdependencies. Changing an object in one version and then updating the object in another version to match might cause dependent objects to malfunction.

Prerequisite

Determine the paths of the objects that you want to modify.

Adding Same-Named Objects to a Project

Access Object Management Workbench.

1. In Object Management Workbench, add the first object to the project.

Note. The object is added to the project at the current release level of your PeopleSoft EnterpriseOne.

2. Add the same object to the project again.
3. In the Release Search and Select form, click Find.

All available releases for which the object can be added to the project appear.

4. Click the release you want, and then click Select.

The object is added to the project for the selected release level.

Changing the Release Level of an Object on Your Project

Access Object Management Workbench

1. In Object Management Workbench, select Advanced from the Row menu, and then select Change Release.
2. In the Release Search and Select form, click Find.

All available releases for which the object can be added to the project appear.

3. Click the release that you want, and then click Select.

The object is added to the project for the selected release level.

Updating an Object to Match Another Object

Access Object Management Workbench.

1. Check out the object A from release A.
2. Modify the object.
3. Check in the modified object A.
4. Check out the object B from release B.
5. Select object B, select Advanced from the Row menu, and then select Advanced Get.
6. Click Yes to override local specifications.
7. In Path Code Search & Select, find and select the path code in which the release A version of the object was checked in, and then click Select.

In your project, the release B version of the object is modified to match the release A version of the object.

8. Check in object B.

Updating Different Objects in Different Releases

Access Object Management Workbench,

1. Check out the object from release A.
2. Modify the object.
3. Check in the modified object.
4. Check out the object from release B.
5. Modify the object.
6. Check in the modified object.

CHAPTER 6

Working with Tokens

This chapter provides an overview of tokens and discusses how to:

- View the token queue.
- Inherit tokens.
- Switch tokens.
- Release tokens manually.

Understanding Tokens

In Object Management Workbench (OMW), Object Librarian objects use tokens to minimize the possibility of one user overwriting another user's changes. Each object has a single token, and it is associated with a project when the object is checked out. Checking in the object does not release the token; instead, the token is released when the status of the project changes to a level determined by your system administrator. At that time, another developer can check out the object and receive the token.

These three actions are allowed while your project holds the token:

- Allow another project to inherit the token. This action forces both projects to be advanced together as if they were one project and allows multiple corrections to a project to be applied to a single object. No matter how many projects have inherited the token, however, only one user at a time can check out the object. For a project to successfully inherit a token, the target project must be at the same status as the source project.
- Switch the token to another project. After the token is switched, the project that loses the token will be placed in the token queue as the first project that is waiting for the token. When you configure OMW, token switching should be restricted to a specific user role so that you can maintain object security.
- Release the token. A project owner can give up the token and allow the next project in the queue to receive it.

OMW might have been configured to release tokens for different object types at different project status levels. Therefore, all object types might not give up their tokens during the same change in project status.

Viewing the Token Queue

This section provides an overview of the token queue and discusses how to view the token queue.

Understanding the Token Queue

OMW attempts to acquire a token for an object when you check out an object. If the token is unavailable, the information window displays information about the token, such as which project currently holds it, the user who checked it out, and when the user checked it out. You can join the token queue so that you are notified when the token is released and your project is assigned the token. Projects in the token queue are assigned the token in the order in which the users requested the token. After joining the token queue, you can select to inherit the token.

When a project has a token, the token stays with that project until the project advances to a status that is configured in the activity rules for release of the token or until it is switched or released manually. When the token is released, the next project in the token queue is notified and assigned the token. Each Object Librarian object has one token per release.

If you join a token queue and then decide later that you do not need the token, remove the object from your project to relinquish your position in the queue.

Viewing the Token Queue

Access Object Management Workbench.

1. In Object Management Workbench, click an object in the project window.
2. From the Row menu, select Advanced, and then select Token Queue.

The View Object's Token Queue form appears. The form shows which project currently holds the token and which projects, in order, are in the queue.

See Also

Chapter 6, "Working with Tokens," Inheriting Tokens, page 31

Inheriting Tokens

This section provides an overview of token inheritance and discusses how to inherit tokens.

Understanding Token Inheritance

Token inheritance can be useful when developers have the same object in multiple projects for which they would like to implement changes simultaneously, without having to wait for other projects that are holding the token to progress through the project life cycle.

To inherit tokens, both the project holding the token and the inheriting project must be at the same project status. After a token is inherited, these projects will be linked and will automatically advance in project status together. Therefore, if the project status of one project is advanced, the project status of its linked project also advances. If one or more projects are linked through token inheritance, ensure that all development in the linked projects is complete before you advance the projects. The user who is attempting to advance the project must be assigned a role that permits this action in all of the linked projects, or the advance attempt will fail.

All project advancement requirements must be met for all projects that are linked through token inheritance; if one project fails to advance, OMW does not advance any of the other linked projects. If an advancement failure occurs, review the logs for all of the linked projects to determine where the errors occurred.

Inheriting Tokens

Access Object Management Workbench.

1. Attempt to check out an object for which another project holds the token.
The system asks you whether you wish to enter the token queue for the object or inherit the token.
2. Select to inherit the token, and then click OK.

Note. If you have inherited the token but cannot check out the object, the object is already checked out by another user. You cannot check out the object until the other user checks it in or until checkout is erased. This action prevents you from overwriting changes when you inherit the token.

Switching Tokens

This section provides an overview of token switching, lists a prerequisite, and discusses how to switch tokens.

Understanding Token Switching

A project owner whose role allows switching tokens might take the token from the project that currently holds it and assign it to another project. Switching tokens might be necessary when you need to make an emergency change. If a change in another project needs to be implemented to an object in your project, you can switch the token to the other project to allow the change.

Note. After the token is returned, the user from whom the token was taken can save the object, check the object out, and then restore the object to return the object to its previous state before switching. However, the user must manually implement any changes made during the switch.

To switch a token, you must be an owner in both the holding and the requesting projects. Your role in both projects must be one that enables you to switch tokens at the current status of the project and for the object type.

Prerequisite

The token requester should attempt to check out the object and then join the token queue.

Switching Tokens

Access Object Management Workbench.

1. In Object Management Workbench, select the object that has the token that you want to switch.
2. Click the Switch Token button on the central column.
3. In Project Token Queue Search and Select, click Find.
A list of projects in the token queue appears.
4. Select the project to which you want to give the token, and then click Select.
The current token owner should save the object before you switch the token.

Releasing Tokens Manually

This section provides an overview of token release and discusses how to release tokens manually.

Understanding Token Release

You can release a token manually if you decide you do not need to modify an object. Additionally, you can release the token if you want to allow the next person in the token queue to check out the object for development. If you have made changes to an object and checked it in, another developer in another project must refrain from checking in the object until after your project has been promoted to a status where the system transfers the object to the next path code, or your changes will not be transferred.

See Also

[Chapter 6, “Working with Tokens,” Understanding the Token Queue, page 30](#)

[Chapter 4, “Working with Projects,” Advancing Projects, page 15](#)

Releasing Tokens Manually

Access Object Management Workbench.

1. In Object Management Workbench, either erase the check out or check in the object that has the token that you want to release, if appropriate.
2. Select the object, and then click the Release Token button in the center column.

CHAPTER 7

Working with Users

This chapter provides an overview of users and discusses how to:

- Search for users.
- Add users to projects.

Understanding Users

To be able to perform OMW tasks, one must first exist as a user in the related PeopleSoft EnterpriseOne system. Then, when you add a user to a project, you assign that user at least one OMW role. You can control what actions each user can perform by assigning at least one role to that user. The user role defines the user's function within the project organization. Roles in the OMW system are separate from roles in PeopleSoft EnterpriseOne software. When you define user roles, you specify a user defined code value or job title for roles that can be played on a project. You can either assign predefined user roles or create your own user roles.

You can also remove a user from a project by removing all of the user's roles for that project.

Searching for Users

This section provides an overview of user searches and discusses how to:

- Search for users by name or ID.
- Search for users by class or group.

Understanding User Searches

Conduct a search before you add users to a project. You can search for user names or IDs, or you can perform an advanced search and find users based on their class or group.

Note. Searches are case-sensitive. When entering your search criteria, enter the commonly accepted spelling in standard capitals and lower case. If you receive no search results, try different capitalization or spelling.

Searching for Users by Name or ID

Access Object Management Workbench.

1. In Object Management Workbench, click the Search.
2. Complete these fields:

- Category

Enter Owners.

- Search Type
- Search

Entries in this optional field must match the search type that you selected.

You can use | to specify a search suffix. For example, if the category is Owners and the search type is Address Book# | Search Type, entering *|E displays all entries in the Address Book with a search type of E for employee.

3. Click the Search button next to the Search field.

Searching for Users by Class or Group

Access Object Management Workbench.

1. In Object Management Workbench, click the Search.
2. Complete these fields:
 - Category
Enter Owners.
 - Search Type
3. Click Advanced Search.
4. In PeopleSoft User ID Search and Select, complete one or more of the Query by Example columns and click Find.
5. Select the users that you want, and then click Select.

Adding Users to Projects

This section provides an overview of users in projects and discusses how to:

- Add users to projects.
- Remove users from projects.
- Change user properties.

Understanding Users in Projects

To affect a project and the objects within that project, a user must be added to the project. When added to the project, a user is assigned a specific role. This role dictates the kind of actions that the user can perform. A user can be added to a project more than once with different roles. Additionally, some roles can be associated with several users. For instance, a project might include several developers.

Adding Users to Projects

Access Object Management Workbench.

1. In Object Management Workbench, click the project to which you want to add the users.
2. Set up a list of users to add to the destination project by performing a search using the Search in the information window.
3. In the search form, select the user to be added to the destination project.
4. Verify that the owner's node in the destination project in the project window is highlighted. If it is not highlighted, click it.
5. With the user to be added highlighted, click the Add Object or User to Project button in the center column.
6. In Add User to Project, enter the role and lead, and then click OK:

Note. To add a user in more than one user role, repeat the add user procedure and select a second user role for the same user. Different functions are enabled for different user roles, according to their allowed (user) actions. These actions are configured by the administrator for your project using the configuration program of the OMW.

Removing Users from Projects

Access Object Management Workbench.

1. In Object Management Workbench, select a user in the project window.
2. Click the Remove Object or User from Project button in the center column.

Note. Removing a user from a project does not delete the user from the system.

Changing User Properties

Access Object Management Workbench.

1. In Object Management Workbench, select a user (owner) in the project window, and then click Select.
2. In Project User Details, complete these fields, and then click OK:
 - User Role
 - Project Lead
 - Estimated Hours

CHAPTER 8

Working with Attachments

This chapter provides an overview of attachments and discusses how to view attachments.

Understanding Attachments

Object Management Workbench (OMW) enables you to add text, graphic, OLE, and file attachments to projects and to Object Librarian objects within projects. These attachments are available only through OMW; they neither affect the way in which the object functions nor are they available when a user employs the object. You use this feature to document the creation, purpose, and intended use of objects in the system.

Viewing Attachments

This section discusses how to:

- View attachments in the Design view.
- View attachments in Object Management Workbench.

Viewing Attachments in the Design View

Access Object Management Workbench.

1. In Object Management Workbench, create an object or project, or select an existing object or project, and click the Design button in the center column.
2. In the design form, click the Attachments.

Viewing Attachments in Object Management Workbench

Access Object Management Workbench.

1. In Object Management Workbench, select a project.
2. Click the News/Status.
3. From the Row menu, select Attachments.

If attachments exist, they appear in the information window.

CHAPTER 9

Configuring Object Management Workbench

This chapter provides an overview of Object Management Workbench configuration and discusses how to select a configuration option.

Understanding Object Management Workbench Configuration

This section discusses:

- Object Management Workbench configuration options.
- The configuration process flow.
- Allowed actions.
- Project and Object Logging.
- Project Constants
- Object Save Locations
- Object Action Notifications
- Notification Subscriptions
- Application and User Role Security

Object Management Workbench Configuration Options

The Object Management Workbench (OMW) automates many of the object management tasks users performed manually in previous releases of the software. Much of this automation requires careful configuration by the system administrator through the Object Management Workbench Configuration program.

Use the Object Management Workbench Configuration program to configure these optional features:

Option	Description
Constants	Enables you to set general constants pertaining to OMW projects.
SAR System Integration	Enables you to disable SAR system integration with OMW and, thus, PeopleSoft EnterpriseOne development tools.
Logging System	Enables you to specify the project and object events to be logged. In the event that logging fails, you can also disable development or allow development but disable transfers.

Option	Description
Object Action Notification	Enables you to enable and disable Object Action Notification, which sends a notification message when an action such as checkin or checkout is performed on an object.
Notification Setup	Enables developers to be notified, using subscription, when actions are performed on an object.
Activity Rules	Enables you to add and modify project statuses and object transfer activity rules.
User Roles	Enables you to maintain user roles.
Allowed Actions	Enables you to assign to a user role the actions allowed for each object type during a specific project status.
Save Locations	Enables you to add, modify, and delete the locations where you save objects.

The Configuration Process Flow

This list provides a recommended process flow for using all of the Object Management Workbench configuration tools. The list contains each configuration function in the process flow, along with the topic in which you can find more information about each function.

Note. These items in the process flow require advance preparation: assigning user roles, applying allowed actions to users, and setting up project status rules and object transfer rules.

Before configuring these functions, make sure you understand user roles, allowed actions, project status rules, and object transfer rules.

This table shows the recommended process flow for OMW configuration as follows:

Configuration Function	Procedure Location
Assigning User Roles	See Chapter 10, “Configuring User Roles and Allowed Actions,” page 45.
Applying Allowed Actions to Users	See Chapter 10, “Configuring User Roles and Allowed Actions,” page 45.
Disabling SAR Integration with Object Management Workbench	See Chapter 11, “Configuring OMW Functions,” page 53.
Setting Up Project Constants	See Chapter 11, “Configuring OMW Functions,” page 53.
Setting Up Project Status and Object Transfer Rules	See Chapter 12, “Configuring Activity Rules,” page 57.
Adding, Modifying, and Deleting Object Save Locations	See Chapter 13, “Configuring Object Save Locations,” page 63.
Controlling Development in the Event of Logging Failure	See Chapter 11, “Configuring OMW Functions,” page 53.

Configuration Function	Procedure Location
Controlling Logging Detail	See Chapter 11, “Configuring OMW Functions,” page 53.
Enabling or Disabling Object Action Notification	See Chapter 14, “Creating Notification Subscriptions,” page 65.
Adding, Modifying, and Deleting Notification Subscriptions	See Chapter 14, “Creating Notification Subscriptions,” page 65.
Viewing Major and Detail Logs	See Chapter 15, “Working with Logs,” page 73.

Activity Rules

These two types of activity rules exist:

- Project status activity rules
- Object transfer activity rules

Project status activity rules define the possible paths for an Object Management Workbench project. For a given project status, these rules define the possible next project statuses to which the project can be advanced.

For each project status activity rule, one or more object transfer activity rules exist. Each object transfer activity rule defines a FROM and TO location, where objects of this type are moved from and to for a specific software release.

For example, one object transfer activity rule can specify that all APPL objects be transferred from the DV810 location to the PY810 location during a specified project status change.

Allowed Actions

The Allowed Actions form enables you to assign allowed actions to user roles for each object type during a specific project status. You must create the user role before configuring any allowed user actions.

Using allowed actions, administrators can restrict the actions that users with a specific role can perform.

Project and Object Logging

Object Management Workbench logging tracks information about projects and objects. A major log is created whenever:

- A project is created, copied, or deleted.
- The project status is changed.
- A new or existing object is added to or removed from a project.
- An object is created, copied, or deleted.
- An object is checked in, checked out, saved, restored, transferred, or retrieved.

For every significant step or event within these actions, the system creates a detail log and attaches it to the major log record.

Project Constants

The Object Management Constants form enables an administrator to set these general constants pertaining to Object Management Workbench projects:

Type of Constant	Description
Project Status for Users' Personal Default Projects	The default status assigned to a default project within the Object Management Workbench. This project constant can be any one of the standard project status codes.
Project Status for All New Projects	The status assigned to a project when it is first created. This project constant can be any one of the standard project status codes or you can create a status and code for this purpose.
User Role to be Assigned to the Project's Originator	When a project is created, the originator is added as a user on the project. This project constant defines the user role assigned to the originator.

Object Save Locations

The Object Save Locations form indicates the save location for Object Librarian (OL) objects. Defining the save location will enable users to transfer objects that are saved into the path code specified. Currently, only the save locations for Object Librarian objects may be defined.

Object Action Notifications

The Object Action Notifications form enables you to activate or deactivate object action notification. The Object Action Notification System sends you an email each time an event, such as check in or checkout, occurs to one of your objects. Object action notification is enabled by default.

Notification Subscriptions

The notification system sends email messages to users about changes to objects, such as object check in and checkout, in the system. The Notification Subscriptions form enables you to add, delete, and modify notification subscriptions, as well as to sort notification subscription records by criteria that you select.

Application and User Role Security

You should secure these applications using application security:

- P98230 - OMW Configuration System
- R98210B - Object Management Log Purge
- P98231 - OMW Transfer Activity Rules Director

User Role Security

You can prevent users from adding a user to a project by using row-level security for the F98221.puomwur field. This field contains the user defined code of the user role for each user in a specific project.

However, all users must be able to add these user roles when setting up a new project:

- Originator

- Supervisor
- Manager
- Developer
- QA
- Product Support

The administrator role should be secured from all but a few users. Because manager and supervisor roles cannot be secured, consider creating a product manager role or similar role that can be secured. This new user role can be granted security attributes, such as being allowed to switch a token from one project to another.

Administrative Update Security

You should secure all actions, including project status change, for project statuses 40 (Production Development), 41 (Transfer Production to Prototype), and 42 (Transfer Prototype to Development). These statuses enable administrators to apply fixes to objects in the Production path code and then to promote the objects back to development. The ability to do so should be limited to administrators only.

Selecting a Configuration Option

All configuration options are set up through the OMW Configuration System application (P98230). You select the option that you want to configure by clicking the button that corresponds to the desired option.

Select Cross Application Development Tools (GH902) then Object Management Configuration (P98230).

Access the OMW Configuration System application.

1. If necessary, click the General to display function options.
2. Click one of these buttons to configure the corresponding function:
 - Constants
 - SAR System Integration
 - Logging System
 - Object Action Notification
 - Notification Setup
 - Activity Rules
 - User Roles
 - Allowed Actions
 - Save Locations

Configuration Settings Indicators

Some of the function buttons on the Object Management Setup Form have setting indicators next to them. Settings indicators describe the current setting for the SAR System Integration, Logging System, and Object Action Notification options. The purpose of each setting indicator is as follows:

Indicator	Description
SAR System Integration Indicator	Indicates whether the SAR (Software Action Request) system is integrated with the Object Management Workbench. SAR integration is enabled or disabled.
Logging System Indicator	Indicates whether full or reduced logging of project or object events is selected.
Object Action Notification Indicator	Indicates whether the object notification system is enabled or disabled.

See Also

PeopleSoft EnterpriseOne Tools 8.95 PeopleBook: Development Tools: Tables and Business Views,
“Understanding Cross Reference Facility,” Working with the Cross Reference Facility

CHAPTER 10

Configuring User Roles and Allowed Actions

This chapter provides an overview of user roles and allowed actions and discusses how to set up:

- User roles.
- Allowed user actions.

Understanding User Roles and Allowed Actions

Configuring user roles and allowed actions is one of the most important Object Management Workbench (OMW) configuration tasks. OMW's automation relies on an administrator who carefully configures these areas.

These sections show the allowed user actions that PeopleSoft recommends for each user role and the responsibility of the person in that user role, organized by the project status at which these actions should be authorized.

Note. You might want to allow the Manager and Supervisor roles to perform the same actions as the Developer role, in case the Developer cannot perform assigned duties or needs to have work verified.

New Project Pending Review (11)

This table shows user roles and allowed actions for projects with a status of 11 (new projects pending review):

User Role	Recommended Allowed Action	Explanation
Originator	Status Change	Originator might need to advance the status to 91 - canceled. Entered in Error
Manager, Supervisor	Update Project	Change values for the project
Manager, Supervisor	Update Users	Change values for the user
Manager, Supervisor	Status Change	Advance project to the next status

Programming (21)

This table shows user roles and allowed actions for projects with a status of 21 (programming):

User Role	Recommended Allowed Action	Explanation
Developer	Add Objects	Add objects to project in order to fix or enhance
Developer	Remove Objects	Remove objects that were incorrectly added
Developer	Check Out	Check out objects from the server
Developer	Check In	Check in objects to the server
Developer	Get	Get objects from the server
Developer	Status Change	Advance project to the next status

Rework-Same Issue (25)

This table shows user roles and allowed actions for projects with a status of 25 (rework-same issue):

User Role	Recommended Allowed Action	Explanation
Developer	Status Change	Change project to 21 - Programming status

QA Test/Review (26)

This table shows user roles and allowed actions for projects with a status of 26 (QA test/review):

User Role	Recommended Allowed Action	Explanation
Quality Analyst	Get	Get objects from the server
Quality Analyst	Status Change	Advance project to next status

QA Test/Review Complete (28)

This table shows user roles and allowed actions for projects with a status of 28 (QA test/review complete):

User Role	Recommended Allowed Action	Explanation
Manager, Supervisor	Update Project	Change values for the project
Manager, Supervisor	Status Change	Advance project to the next status

In Production (38)

This table shows user roles and allowed actions for projects with a status of 38 (in production):

User Role	Recommended Allowed Action	Explanation
Manager, Supervisor	Status Change	Advance project to the next status

Complete (01)

This table shows user roles and allowed actions for projects with a status of 01 (complete):

User Role	Recommended Allowed Action	Explanation
Developer	Remove Objects	Remove objects from projects at status 91 that might have been added but not removed

Default Allowed Actions that Cannot Be Changed

These default allowed actions cannot be changed. This information is provided for reference only:

Value	Description
02	Check In
03	Check Out
04	Delete
05	Add
06	Copy
08	Save
09	Restore
10	Design
11	Get
12	Remove Object from Project
13	Update a Project
16	Add Object to a Project
21	Switch Token
23	Force Release from Token Queue
30	Erase Check Out

Default Object Types

These default object types are provided for reference only:

Value	Description
01	Object Librarian objects
02	Data items
03	Versions
04	UDCs
05	Menus
06	Documentation record (SAR object)
11	Transfer record (SAR object)
12	History record (SAR object)

Setting Up User Roles

This section discusses how to:

- Modify user roles.
- Delete user roles.

Forms Used to Set up User Roles

Form Name	FormID	Navigation	Usage
Object Management Setup	W98230R	Object Management Administration menu (GH9081) then Object Management Configuration (P98230)	Access forms to configure notification subscriptions.
User Roles	W0004AH	In Object Management Setup, click the User Roles button.	Used to add, modify, and delete user roles.

Modifying User Roles

Access the Object Management Setup form.

1. In Object Management Setup, click User Roles.
2. Select the user role you want to modify.
3. Double-click the first field that you want to change, and modify it.

4. Repeat step 3 to make all required modifications.
5. Click Find and verify that the modifications you made appear in the list.
6. Click OK.

Deleting User Roles

Select Object Management Administration (GH9081) then Object Management Configuration (P98230)

Access the Object Management Setup form.

1. In Object Management Setup, click the User Roles button.
2. Click the cell to the left of the User Role that you want to delete.
3. Click Delete.
4. In the Confirm Delete query, click OK.
5. Repeat steps 2 through 4 to delete all desired user roles.
6. Click Find to verify that the user roles were deleted.
7. Click OK.

Setting Up Allowed User Actions

This section provides an overview of user defined codes for allowed user actions and discusses how to set up allowed user actions.

Understanding User Defined Codes for Allowed User Actions

The Allowed Actions Form lets you assign allowed actions to user roles for each object type during a specific project status. These user defined codes (UDCs) define allowed Object Management Workbench actions involving objects:

- 02 - Check in
- 03 - Check out
- 04 - Delete
- 05 - Add
- 06 - Copy
- 07 - Install
- 08 - Save
- 09 - Restore
- 10 - Design
- 11 - Get
- 12 - Remove object from project
- 13 - Update the project

- 16 - Add an object to the project
- 21 - Switch tokens
- 23 - Release from token queue
- 30 - Erase check out
- 38 - Status change

For example, if you want the developer to be allowed to check in all object types when the project is at project status 21, you would enter these values in the Allowed Actions Form:

Field	Value
User Role	02 - Developer
Object Type	*ALL
Allowed Action	02 - Check in
Project Status	20 - Programming

Note. Before setting up allowed actions, you must add the user role to the User Roles UDC by using the User Defined Code form.

Form Used to Set Up User Actions

Form Name	FormID	Navigation	Usage
Object Management Setup	W98230R	Object Management Administration menu (GH9081) then Object Management Configuration (P98230)	Access forms to configure notification subscriptions.
Allowed Actions	W98230G	In Object Management Setup, click the Allowed Actions button.	Used to set up user allowed actions.

Setting Up Allowed User Actions

Access the Object Management Setup form.

1. In Object Management Setup, click the Allowed Actions button.
2. Click Find to display previously defined user actions.
3. To create a blank row in which to add a definition, sort on the allowed user action to be worked on.
4. Complete one or more of the query by example (QBE) columns and click Find.
5. Scroll to a blank row at the bottom of the sorted list.
6. Complete these fields in the blank row:
 - OMW User Role
 - Object Type

- Project Status
- Action

Note. You can enter *ALL in any field except User Role. Typing *ALL in a field indicates that the user role chosen can work with all object types, project statuses, or actions.

After you complete a row, a new blank row appears.

7. Repeat this procedure until all allowed user actions are set up.
8. Click OK.

CHAPTER 11

Configuring OMW Functions

This chapter provides an overview of OMW functions and discusses how to:

- Disable SAR integration.
- Set up project constants.

Understanding OMW Functions

To configure OMW functions, you can disable the Software Action Request (SAR) system. This action is necessary if your company does not use SARs. You can also control logging detail and disable or limit development when logging fails. Finally, you can set up project constants to track the course of project development.

Disabling SAR Integration

This chapter provides an overview of SAR integration and discusses how to:

- Disable SAR system integration.
- Control logging detail.
- Control development in the event of a logging failure.

Understanding SAR Integration

Most companies do not have the SAR (Software Action Request) system. You can verify that SAR integration is disabled by checking the settings indicator to the right of the SAR System Integration button on the Object Management Setup Form.

If you do not have the SAR system installed and the SAR System Integration settings indicator shows that SAR integration is enabled, you must disable SAR integration.

Forms Used with SAR Integration

Form Name	FormID	Navigation	Usage
Object Management Setup	W98230R	Object Management Administration menu (GH9081) then Object Management Configuration (P98230)	Access forms to configure notification subscriptions.
SAR Systems Integration	W98230A	In Object Management Setup, click the SAR System Integration button.	Disabling SAR System Integration
Object Management Logging System	W98230B	In Object Management Setup, click the Logging System button.	Used to specify which project and object events you wish to have logged.

Disabling SAR System Integration

Access the Object Management Setup form.

1. In Object Management Setup, click the SAR System Integration button.
2. Make sure the Integrate SAR System option is blank.
3. Verify that all other fields are deselected.
4. Click OK.

Controlling Logging Detail

The Object Management Logging System form enable you to specify which project and object events you wish to have logged.

Access the Object Management Setup form.

1. In Object Management Setup, click the Logging System button.
2. Select the Reduce Logging Detail check box.
3. Double-click the Log Actions and Detail Log Items folders.
4. Double-click items for which you do not want to log details.
A red X appears next to the deselected items.
5. Repeat step 3 to deselect all unwanted log detail items.
6. Click OK.

Controlling Development in the Event of a Logging Failure

The Object Management Logging System form also enables you to disable development or to allow development but disable transfers if logging fails.

Access the Object Management Setup form.

1. In Object Management Setup, click the Logging System button.
2. To disable development if logging fails, select the "Do not allow any development" option.

3. To permit development but disable object transfers in the event of a logging failure, select the Allow development but do not allow any transfers option.

Note. The "Allow development but do not allow any transfers" option is the default value.

4. Click OK.

Setting Up Project Constants

The Object Management Constants form enables you to set general constants pertaining to OMW Projects. These project constants are:

- Project status for users' personal default projects
- Project status for all new projects
- User role to be assigned to the project originator

Form Used to Setup Project Constants

Form Name	FormID	Navigation	Usage
Object Management Setup	W98230R	Object Management Administration menu (GH9081) then Object Management Configuration (P98230)	Access forms to configure notification subscriptions.
Object Management Constants	W98230Q	In Object Management Setup, click the Constants button.	Used to set up project constants

Setting Up Project Constants

Access the Object Management Setup form.

1. In Object Management Setup, click the Constants button.
2. To enter a project status for a user's personal default project, click the visual assist for this field: Enter the Project Status for user's personal default project.
3. Double-click a project status.
4. To enter the initial project status for all new projects, click the visual assist of this field: Enter the initial Project Status for all new projects.
5. Double-click a project status.
6. To enter the User Role to use when assigning the originator to a project, click the Visual Assist for this field: Enter the User Role to use when assigning the originator to a project.
7. Double-click a project status.

Note. You can click the Attachments buttons next to the three fields to view their respective attachments.

CHAPTER 12

Configuring Activity Rules

This chapter provides overviews of activity rules and the project promotion lifecycle and discusses how to set up:

- Project status activity rules.
- Object transfer activity rules.

Understanding Activity Rules

The Activity Rules button on the Object Management Setup form enables you to set up both project status activity rules and object transfer activity rules. Project status activity rules define the activities that occur during a project development cycle. Object transfer activity rules work in conjunction with project status activity rules to define the From and To locations for moved objects.

Understanding the Project Promotion Lifecycle

The normal project promotion life cycle is as follows:

11 > 21 > 26 > 28 > 38 > 01

Where

11 = New project pending review

21 = Programming

26 = QA test/review

28 = QA test/review complete

38 = In production

01 = Complete

During a normal project promotion cycle, developers check objects out of and in to the Development path code; promote them to the prototype path code; and then promote them to the Production path code before declaring them complete.

Administrators can follow a different promotion cycle, as follows:

11 > 40 > 41 > 42 > 01

Where

- 11 = New project pending review
- 40 = Production development
- 41 = Transfer from Production to Prototype
- 42 = Transfer from Prototype to Development
- 01 = Complete

During this promotion cycle, administrators check objects out of and in to the Production path code to apply fixes, and then demote the objects to the Prototype path code and the Development path code. Developers should not use this promotion cycle. PeopleSoft recommends that you apply status activity rules that limit this promotion cycle to a specific group: those with the User ID for administrators.

Setting Up Project Status Activity Rules

This section provides an overview of project statuses and discusses how to set up project status activity rules.

Understanding Project Statuses

You can set up statuses for a project as development progresses from one phase to the next. For example, the project might move from a programming phase to a manager review phase. For each of these transitions you will define the these parameters:

- Whether this project status rule is active
- The System Role to which this project status transition applies
- The related "To" project status
- The related "From" and "To" SAR* statuses

Complete the From and To SAR status only if you have SAR integration turned on.

Form Used to Set up Project Status Activity Rules

Form Name	FormID	Navigation	Usage
Object Management Setup	W98230R	Object Management Administration menu (GH9081) then Object Management Configuration (P98230)	Access forms to configure notification subscriptions.
Project Status Activity Rules	W98230E	In Object Management Setup, click the Activity Rules button.	Used to set up Project Status Activity Rules

Setting Up Project Status Activity Rules

Access the Object Management Setup form.

1. In Object Management Setup, click the Activity Rules button.
2. Click Find.

All available From project statuses appear.

3. Click the From Project Status for which you want to set up one or more To project statuses.
4. Click Select.

Project Status Activity Rules lists all valid To project statuses for the From project status you chose.

The current project status appears in the From Project Status field.

5. Scroll to the blank row at the bottom of the list and complete these fields:

- Active

This field can be used to allow only specific users or only users who are members of a specified group to perform a status change. To make the rule available to everyone, enter *PUBLIC in this field.

- User/Role
- To Project Status
- From SAR Status

Complete for projects with SARs and only if you have SAR integration turned on. If SAR integration is disabled, these columns are disabled.

- To SAR Status

Complete for projects with SARs and only if you have SAR integration turned on. If SAR integration is disabled, this column is disabled.

A blank row appears below the row you completed.

6. Repeat step 5 to set up or modify other To project status entries for this particular From Project Status.
7. Click OK when you are done.
8. Select the next From Project Status and repeat steps 5 through 7 to set up project activity rules for each remaining From Project Status.
9. When all project activity rules are complete, click OK to return to the Work with Object Management Activity Rules form.
10. Click Close.

Setting Up Object Transfer Activity Rules

This section provides an overview of object transfer activity rules and discusses how to set up object transfer activity rules.

Understanding Object Transfer Activity Rules

You must configure object transfer activity rules for each object type used in a project that you want to perform an action on.

For each object type you want to perform an action on, you must define this information:

- Project statuses at which users can check in, check out, and get objects ("getting" an object means copying its specifications to your work area without checking it out)
- At which status change you would like objects to be transferred

- Project statuses at which object tokens are released

These object location tasks must be performed when setting up object transfer activity rules:

- Define FROM and TO transfer locations for each object type at each project status transition—for example, when project status 21 (development) changes to project status 26 (prototype). In this example, objects are transferred from DV810 to PY810.
- Define checkout and get locations for Object Librarian object types.
- Define checkin locations for Object Librarian objects.

Note. Transfer activity rules can occur in any order. For example, you might have one status change that will require more than one object transfer. If you expect an object to transfer from DV810 to PY810 and then to PD810, you will want to set up rules to transfer the object from DV810 to PY810 and from DV810 to PD810 because the object could be retrieved in any order.

Form Used to Set up Object Transfer Activity Rules

Form Name	FormID	Navigation	Usage
Object Management Setup	W98230R	Object Management Administration menu (GH9081) then Object Management Configuration (P98230)	Access forms to configure notification subscriptions.
Object Transfer Activity Rules	W98230F	In Object Management Setup, click the Activity Rules button.	Used to setup Object transfer Activity Rules.

Setting Up Object Transfer Activity Rules

Access the Object Management Setup form.

1. In Object Management Setup, click the Activity Rules button.
2. Click Find to display all available project statuses.
3. Double-click the From Project Status folder for which you want to set up object transfer activity rules.
4. Click one of the related To project statuses.

This field defines the To Project Status, which completes the From and To Project Status transition for which you want to configure object transfer activity rules. For each From and To Project Status transition, you can create multiple object transfer activity rules for different object types.

5. Click Select.
6. Scroll to the blank row at the bottom of the list. Complete these fields for the object type desired:
 - Active
 - User/Role

This field can be used to allow the activity rule to apply only specific users or only users who are members of a specified group. To make the rule available to everyone, enter *PUBLIC in this field.

- Object Type

Note. *ALL may not be used when defining transfer activity rules.

- From Location
- To Location

Note. Object Librarian objects use path codes for the From Location and To Location values, whereas non-Object Librarian objects use data source values. For Versions, if a path code is entered, the F983051 record and the specs for the version are transferred (for batch versions), and if a data source is entered, just the F983051 record is transferred between the defined locations.

- Object Release

This field contains the release level of PeopleSoft EnterpriseOne that you are currently working on. The From Release value should be the same as the To Release value.

- To Release

Currently not used. This field is populated with the From Release value.

- Release Token

- Allowed Action

A blank row appears when you have finished. When you set up transfer activity rules for Workflow objects, an additional form appears. Use the form to provide From and To Data Source values for the Task Specifications table (F98811) records.

7. Repeat this procedure to set up or modify other object types for this project status transition.
8. Click OK to return to the Object Management Activity Rules form.
9. Select the next From and To project status transition, and repeat this procedure to set up its object transfer activity rules.
10. Repeat step 9 until all object transfer activity rules are complete.
11. Click OK to return to the Object Management Activity Rules form.
12. Click Close.

Note. When you set up transfer activity rules for APPL objects, you must also define rules for User Override Object types so that OMW can transfer any *PUBLIC user overrides for the APPL objects. If you do not do so, APPL objects will not transfer successfully.

CHAPTER 13

Configuring Object Save Locations

Using Object Management Workbench (OMW), you can create a save location, which is a path code developers use to save their objects. With the save location created, you add the path code to the system, allowing saved objects to be transferred, and you can modify or delete save locations.

This chapter discusses how to create a save location.

Creating a Save Location

This section provides an overview of path codes and discusses how to:

- Add an object save location.
- Modify an object save location.
- Delete an object save location.

Understanding Path Codes

During the installation process, an additional path code might not have been created to use as your OMW save location. To use this feature, you must create a path code where developers can save their objects while they are in development. When users perform a Save, their objects are checked into the path code defined as the save location; when they perform a Restore, objects are retrieved from this location.

Form Used to Object Save Locations

Form Name	FormID	Navigation	Usage
Object Management Setup	W98230R	Object Management Administration menu (GH9081) then Object Management Configuration (P98230)	Access forms to configure notification subscriptions.
Object Save Locations	W98230K	In Object Management Setup, click the Save Locations button.	Used to add, modify, or delete Object Save Locations

Adding an Object Save Location

The Object Save Locations form indicates the save-off location for Object Librarian (OL) objects. Defining the save location will transfer objects that are saved into the path code specified. Currently, only the save locations for Object Librarian objects may be defined.

Access the Object Management Setup form.

1. In Object Management Setup, click the Save Locations button.
The Location column contains the names of path code where your version of PeopleSoft EnterpriseOne is installed.
2. To add a new save location, click a blank field in the Location column.
3. Click the Visual Assist button.
4. Locate and double-click the current location of the object.
The Object Save Locations form reappears with your object's current location in the Location column.
5. In the same row, scroll to and double-click the Save Location field located to the right of the Location field clicked previously.
6. Click the Visual Assist button.
7. Scroll to and double-click the new save location of the object.
The Object Path Save Locations form reappears with your object's new save location in the Save Location column.
8. Click OK.

Modifying an Object Save Location

Access the Object Management Setup form.

1. In Object Management Setup, click the Save Locations button.
2. Click the Save Location field.
3. Click the Visual Assist button.
4. Scroll and double-click the new save location for the object.
The Object Save Locations form reappears with the modified object save location in the Save Location column.
5. Click OK.

Deleting an Object Save Location

Access the Object Management Setup form.

1. In Object Management Setup, click the Save Locations button.
2. In Object Save Locations, select the record to be deleted.
3. Click Delete .
4. Click OK in the Confirm Delete box.
5. Click OK.

Note. If an Object Librarian object is deleted, you should also delete the object's save location in order to delete the save location completely from the system.

CHAPTER 14

Creating Notification Subscriptions

This chapter provides an overview of object action notifications and discusses how to:

- Configure Notification Subscriptions
- Enable or disable object action notifications.
- Add a notification subscription.
- Modify a notification subscription.
- Delete a notification subscription.
- Sort notification subscriptions.
- Create notification subscriptions using the Notification Subscription Assistant

Understanding Object Action Notifications

Notification subscriptions allow you to alert users using email about changes to objects in the system, such as object checkins and checkouts. After you enable object notification, you can add, modify, delete, or sort notification subscriptions. The Object Action Notification System is initially enabled by default.

You can set up notification subscriptions two ways. The first is by entering information into the Notification Subscription form (P98230), the second is by using the Notification Subscription Assistant. The Notification Subscription Assistant enables you to setup notifications by entering information into predefined fields, rather than filling in the notification subscription form. See the Enabling or Disabling Object Action Notifications section of the OMW User guide for information about using the Notification Subscription form. See the Using the Notification Subscription Assistant section of the OMW User guide for information about using the Notification Subscription Assistant.

Configuring Notification Subscriptions

This section discusses how to enable or disable notification subscriptions.

Forms Used to Configure Notification Subscriptions

Form Name	FormID	Navigation	Usage
Object Management Setup	W98230R	Object Management Administration menu (GH9081) then Object Management Configuration (P98230)	Access forms to configure notification subscriptions.
Object Action Notification	W98230D	In Object Management Setup, click the Object Action Notification button.	Enable or disable action notifications.
Notification Subscriptions	W98230L	In Object Management Setup, click the Notification Setup button	Add, delete, modify, and sort notification subscriptions.

Enabling or Disabling Object Action Notifications

Access the Object Action Notification form.

1. In Object Action Notification, to enable object action notification, select the Activate Object Action Notification option

If enabled, the notification system sends email messages to users regarding actions taken on PeopleSoft EnterpriseOne objects by OMW. Use the OMW Notification Subscriptions form in the Configuration Application (P98230) to configure the notification system.

2. To disable object action notification, clear the Activate Object Action Notification option.
3. Click OK.

Note. Notification that users are added to or removed from projects always occurs, even when object action notification is disabled. In this situation, an email message is sent to the user.

Adding a Notification Subscription

Notification Subscriptions can be created for an action performed on these objects:

- All objects of the specified system code.
- All objects of a specified type.
- All objects of a combination of 1 and 2.
- A specific object name and type.

Note. Until you are familiar with how each field is utilized, Oracle recommends that you use the Notification Subscription Assistant to add a notification subscription. See Creating Notification Subscriptions using the Notification Subscription Assistant section in the Object Management Workbench guide.

Access the Notification Subscriptions form.

1. In Notification Subscriptions, click Find to display the current notification subscriptions.
2. Scroll to a blank row and complete these mandatory fields:
 - OMW User Role

- Action
3. Complete these optional fields:
 - Object Type
 - Object Name
 - Reporting System Code
 - Path Code

A new row appears when you are finished.

4. Repeat steps 2 and 3 until all notification subscriptions are added.
5. Click OK.

For definitions of each field, see Understanding Notification Subscription Fields in the OMW User guide, or place your cursor in the field and press F1.

Modifying Notification Subscriptions

Access the Object Management Setup form.

1. In Object Management Setup, click the Notification Setup button.
2. In Notification Subscriptions, click Find to display the current notification subscriptions.
3. Select the fields to be modified and make the changes.
4. Click OK.

Deleting a Notification Subscription

Access the Object Management Setup form.

1. In Object Management Setup, click the Notification Setup button.
2. In Notification Subscriptions, select the record to be deleted.
3. Click the Delete button.
4. Click OK in the Confirm Delete query.
5. Click OK.

Sorting Notification Subscriptions

Access the Object Management Setup form.

1. In Object Management Setup, click the Notification Setup button.
2. In Notification Subscriptions, above the rule headers, click the Query by Example column to be filtered.

If a search button appears, click it and double-click the filter criteria. In other Query by Example columns, enter the filter criteria.
3. Click Find.

The filtered notification subscriptions appear.
4. Click OK.

Creating Notification Subscriptions using the Notification Subscription Assistant

When setting up notification subscriptions using the Notification Subscription Assistant, you first identify what action performed on an object that will trigger the notification, and second identify the person or role to which the notification will be sent. You select to send notification subscriptions to an individual user or role, to users playing a specified role on the project on which the action is being performed on the object, or to users playing a specified role on a different project. You can also select to send notification subscriptions to only the person flagged as the lead within the role.

Accessing the Notification Subscription Assistant

Access the Notification Subscription Assistant.

1. Type P98230 in the Fast Path.
2. Click Notification Setup.
3. Click Add.

Understanding Actions

Some of the actions you assign require or enable you to enter different types of information. For example, if the action you select is Delete, you can enter a path code that identifies from where the object is being deleted. Not all actions require the same information. This section identifies the fields that need to be completed according to the action you enter into the Object Management Action field.

Action	Fields
01 Transfer	Path Code Object Name Object Type System Code
02 Checkin	Path Code Object Name Object Type System Code
03 Checkout	Path Code Object Name Object Type System Code
04 Delete	Path Code Object Name Object Type System Code

Action	Fields
05 Add	Object Type System Code
06 Copy	Object Name Object Type System Code
08 Save	Path Code Object Name Object Type System Code
09 Restore	Path Code Object Name Object Type System Code
10 Design	Object Name Object Type System Code
11 Get	Object Name Object Type System Code
12 Remove Object from Project	Object Name Object Type System Code
13 Update a Project	Object Name Object Type System Code
16 Add Object to Project	Object Name Object Type System Code

Action	Fields
21 Switch Token	Object Name Object Type System Code
23 Force Release From Token Queue	Object Name Object Type System Code
30 Erase Checkout	Object Name Object Type System Code
38 Status Change	When project advances from status To Status Project Name Object Type System Code Notify if the action is performed on any sub-project with this project.

Understanding Notification Subscription Fields

After you have entered an action in the Object Management Action field and pressed Tab, you enter information about the object being acted upon in the fields that display in the Notification Subscription Action field. This table is a list of the fields and a description of what you must enter:

Path Code	The path code is a pointer to a set of PeopleSoft EnterpriseOne Objects, and is used to keep track of set of objects and their locations in PeopleSoft EnterpriseOne.
Object Name	A 200-character field that serves as an identifier for a PeopleSoft EnterpriseOne object. When used in conjunction with an Object Management Workbench Object Type (OMWOT), it uniquely identifies any PeopleSoft EnterpriseOne object.
Object Type	In PeopleSoft EnterpriseOne, an object has traditionally been a reusable entity based on software specification created by the PeopleSoft EnterpriseOne tools. These objects included Object Librarian Objects, such as interactive application (APPL), as well as batch applications (UBE), and data structure (DSTR) objects. In OMW, we have expanded this definition to include other Non Object Librarian type objects or data source based rather than path code based objects. These include User Defined Controls (UDC), Workflow, Menus, and Data Items. OL Objects: Batch Applications Business Functions

	Business Views
	Data Structures
	Event Rules
	Interactive Applications
	Media Objects
	Tables
	Data Dictionary items
	UDC items
	Workflow items
	Menus
System Code	A user defined code that specifies the system number for reporting and jargon purposes.
Project Name	A 200-character field that serves as an identifier for a PeopleSoft EnterpriseOne project. When used in conjunction with an Object Management Workbench Object Type (OMWOT), it uniquely identifies any PeopleSoft EnterpriseOne object.
When the project advance from status	A code that indicates the status from which an object will be advanced. Recognized status codes: <i>01</i> Complete <i>11</i> Pending Review <i>17</i> Plan or Research <i>18</i> Design <i>19</i> Design Review <i>21</i> Programming <i>22</i> Programming Test <i>23</i> Manager Review <i>24</i> Transfer to Production <i>25</i> Rework <i>26</i> QA test <i>28</i> QA Test Complete
To status	A status to which you advance a project from a start status. Recognized status codes: <i>01</i> Complete <i>11</i> Pending Review <i>17</i> Plan or Research <i>18</i> Design <i>19</i> Design Review

21 Programming
 22 Programming Test
 23 Manager Review
 24 Transfer to Production
 25 Rework
 26 QA test
 28 QA Test Complete

Notify if the status change is performed on any sub-projects within this project

An option that, if selected, sends a notification when the status change you entered in the fields is made to a sub-project of the project you entered in the Project Name field.

Understanding Recipients

After you have entered an action, entered the appropriate information into the allowed fields, and click OK, you select to whom you want the notification sent when the action is performed on the object. You select to whom you send the notification by choosing these options and entering information into the associated fields:

Option	Field	Task
To this specified user ID or role	User Role	Enter a specific user ID or role. When the action is performed on the object, this specific user or all users assigned to a role will receive a notification.
To all users playing a role on the project being acted upon	OMW user role	Enter a user role. When the action is performed on the object, any user that is assigned this role on the project will receive a notification. You can select the “Only users playing this role that are flagged as leads” so that only those individuals with lead status within the role receive the notification.
To all users playing a role on a project other than the project being acted upon	Project Name OMW User Role	Enter a project name and user role. When the action is performed on the indicated object, any user that is assigned this role on the indicated project will receive a notification. You can select the “Only users playing this role that are flagged as leads” so that only those individuals with lead status within the role receive the notification.

CHAPTER 15

Working with Logs

This chapter provides an overview of object management logging and discusses how to use logs.

Understanding Object Management Logging

Object Management Workbench (OMW) contains an object management logging application. Project and object logs provide an excellent way to review the development history of projects or objects. Furthermore, you can view log details for any log record currently appearing on your monitor. From the Work With Log Detail form, you can bring up the actual log entry in the View Full Log Text window.

This application also allows you to rearrange log fields to customize software development reporting. You can view all logs, view sorted logs, or show only the last logging action for an object or project. These two tasks must be performed together to produce customized project and object development reports:

- Reorder log record fields
- Print logs

Using Logs

This section discusses how to:

- View project or object logs.
- Locate object logs.
- Locate project logs.
- View detail logs.
- Reorder log record fields.
- Print logs.

Forms Used with Object Management Logging

Form Name	FormID	Navigation	Usage
Work with Object Management Logs	W98210A	Select Application Development (GH902), Object Management (P98230), then Object Management Logging (P98210).	Used to work with object management logs.
Work with Project Logs	W98210B	In Object Management Logging, click the Work with Project Logs button.	Used to work with project logs.
Work with Object Logs	W98210C	In Object Management Logging, click the Work with Object Logs button.	Used to work with object logs.
View Full Log Text	W98210D	In Object Management Logging, click the View Full Log Text button.	Used to view full log text.
View Error Codes	W98210F	In Object Management Logging, click the View Error Codes button.	Used to view error codes.

Viewing Project or Object Logs

Access the Work with Object Management Log form.

- In Work With Object Management Log, perform one of these actions:
 - Click Find to view logs for all projects and their objects in OMW.
 - Enter sorting criteria in the Query by Example cells to filter search results, and then click Find.
 - Select the Show Only Last Action option to show only the last logging action for a given project or object.
- Click Close.

Locating Object Logs

Access the Work with Object Management Log form.

- In Work With Object Management Log, click Form and then click Object Logs.
- In Work With Object Logs, you can do these tasks:
 - Click Find to show all OMW object logs.
 - Enter data in the Query by Example cells to narrow your search and click Find.
 - Select the Show Only Last Action option to show only the last logging action.
 - Click the Check for Attachments button to check for object attachments.
- Click Close.

Locating Project Logs

Access the Work with Object Management Log form.

1. In Work With Object Management Log, click Form and then click Project Logs.
2. In Work With Project Logs, you can perform these functions:
 - Click Find to show all OMW project logs.
 - Enter data in the Query by Example cells to narrow your search, and then click Find.
 - Select the Show Only Last Action option to show only the last logged action for the selected project.
 - Click the Check for Attachments button to check for attachments.
3. Click Close.

Viewing Detail Logs

Access the Work with Object Management Log form.

1. Double-click any log record you want to research. Or, click the desired log record row to highlight it, and then click Select.
2. Click Find.

The detail log record for the selected log appears. All sequence details for the selected Log record appear in ascending numerical order.
3. To view the full text of the Description field, click it and then click Select.

The View Full Log Text window appears, showing the actual log entry.
4. Click the Previous and Next buttons to move between detail logs.
5. Click Close.

Reordering Log Record Fields

Access the Work with Object Management Log form.

1. In Work With Object Management Log, click Sequence.
2. Click the first column you want to sort in the Columns Available window.
3. Click the right-pointing arrow to move it to the Columns Sorted window on the right.
4. Repeat steps 3 and 4 as required until all the columns you want to view are in the correct sort order.

If you make an error, you can move columns back to the Columns Available window for resorting. Select the column to be resorted and the left-pointing arrow.
5. Click OK in the Select Grid Row Sort Order form to reorder the log columns.

Printing Logs

Access the Work with Object Management Log form.

1. In Work with Object Management Log, click File and then Print Screen.
2. Modify print settings as required.
3. Click OK in the Print form.

Glossary of PeopleSoft Terms

activity	A scheduling entity in PeopleSoft EnterpriseOne Form Design Aid that represents a designated amount of time on a calendar.
activity rule	The criteria by which an object progresses from one given point to the next in a flow.
add mode	A condition of a form that enables users to input data.
Advanced Planning Agent (APAg)	A PeopleSoft EnterpriseOne tool that can be used to extract, transform, and load enterprise data. APAg supports access to data sources in the form of relational databases, flat file format, and other data or message encoding, such as XML.
application server	A server in a local area network that contains applications shared by network clients.
as if processing	A process that enables you to view currency amounts as if they were entered in a currency different from the domestic and foreign currency of the transaction.
alternate currency	A currency that is different from the domestic currency (when dealing with a domestic-only transaction) or the domestic and foreign currency of a transaction. In PeopleSoft EnterpriseOne Financial Management, alternate currency processing enables you to enter receipts and payments in a currency other than the one in which they were issued.
as of processing	A process that is run as of a specific point in time to summarize transactions up to that date. For example, you can run various PeopleSoft EnterpriseOne reports as of a specific date to determine balances and amounts of accounts, units, and so on as of that date.
back-to-back process	A process in PeopleSoft EnterpriseOne Workflow Management that contains the same keys that are used in another process.
batch processing	A process of transferring records from a third-party system to PeopleSoft EnterpriseOne. In PeopleSoft EnterpriseOne Financial Management, batch processing enables you to transfer invoices and vouchers that are entered in a system other than EnterpriseOne to PeopleSoft EnterpriseOne Accounts Receivable and PeopleSoft EnterpriseOne Accounts Payable, respectively. In addition, you can transfer address book information, including customer and supplier records, to PeopleSoft EnterpriseOne.
batch server	A server that is designated for running batch processing requests. A batch server typically does not contain a database nor does it run interactive applications.
batch-of-one immediate	A transaction method that enables a client application to perform work on a client workstation, then submit the work all at once to a server application for further processing. As a batch process is running on the server, the client application can continue performing other tasks. See also direct connect and store-and-forward.
business function	A named set of user-created, reusable business rules and logs that can be called through event rules. Business functions can run a transaction or a subset of a transaction (check inventory, issue work orders, and so on). Business functions also contain the application programming interfaces (APIs) that enable them to be called from a form, a database trigger, or a non-EnterpriseOne application. Business functions can be combined with other business functions, forms, event rules, and other components to make up an application. Business functions can be created through

	event rules or third-generation languages, such as C. Examples of business functions include Credit Check and Item Availability.
business function event rule	See named event rule (NER).
business view	A means for selecting specific columns from one or more PeopleSoft EnterpriseOne tables whose data is used in an application or report. A business view does not select specific rows, nor does it contain any actual data. It is strictly a view through which you can manipulate data.
central objects merge	A process that blends a customer's modifications to the objects in a current release with objects in a new release.
central server	A server that has been designated to contain the originally installed version of the software (central objects) for deployment to client computers. In a typical PeopleSoft EnterpriseOne installation, the software is loaded on to one machine—the central server. Then, copies of the software are pushed out or downloaded to various workstations attached to it. That way, if the software is altered or corrupted through its use on workstations, an original set of objects (central objects) is always available on the central server.
charts	Tables of information in PeopleSoft EnterpriseOne that appear on forms in the software.
connector	Component-based interoperability model that enables third-party applications and PeopleSoft EnterpriseOne to share logic and data. The PeopleSoft EnterpriseOne connector architecture includes Java and COM connectors.
contra/clearing account	A general ledger account in PeopleSoft EnterpriseOne Financial Management that is used by the system to offset (balance) journal entries. For example, you can use a contra/clearing account to balance the entries created by allocations in PeopleSoft EnterpriseOne General Accounting.
Control Table Workbench	An application that, during the installation Workbench processing, runs the batch applications for the planned merges that update the data dictionary, user-defined codes, menus, and user override tables.
control tables merge	A process that blends a customer's modifications to the control tables with the data that accompanies a new release.
cost assignment	The process in PeopleSoft EnterpriseOne Advanced Cost Accounting of tracing or allocating resources to activities or cost objects.
cost component	In PeopleSoft EnterpriseOne Manufacturing Management, an element of an item's cost (for example, material, labor, or overhead).
cross segment edit	A logic statement that establishes the relationship between configured item segments. Cross segment edits are used to prevent ordering of configurations that cannot be produced.
currency restatement	The process of converting amounts from one currency into another currency, generally for reporting purposes. You can use the currency restatement process, for example, when many currencies must be restated into a single currency for consolidated reporting.
database server	A server in a local area network that maintains a database and performs searches for client computers.
Data Source Workbench	An application that, during the Installation Workbench process, copies all data sources that are defined in the installation plan from the Data Source Master and Table and Data Source Sizing tables in the Planner data source to the System-release number data source. It also updates the Data Source Plan detail record to reflect completion.

date pattern	A calendar that represents the beginning date for the fiscal year and the ending date for each period in that year in standard and 52-period accounting.
denominated-in currency	The company currency in which financial reports are based.
deployment server	A server that is used to install, maintain, and distribute software to one or more enterprise servers and client workstations.
detail information	Information that relates to individual lines in PeopleSoft EnterpriseOne transactions (for example, voucher pay items and sales order detail lines).
direct connect	A transaction method in which a client application communicates interactively and directly with a server application. See also batch-of-one immediate and store-and-forward.
Do Not Translate (DNT)	A type of data source that must exist on the iSeries because of BLOB restrictions.
dual pricing	The process of providing prices for goods and services in two currencies.
edit code	A code that indicates how a specific value for a report or a form should appear or be formatted. The default edit codes that pertain to reporting require particular attention because they account for a substantial amount of information.
edit mode	A condition of a form that enables users to change data.
edit rule	A method used for formatting and validating user entries against a predefined rule or set of rules.
Electronic Data Interchange (EDI)	An interoperability model that enables paperless computer-to-computer exchange of business transactions between PeopleSoft EnterpriseOne and third-party systems. Companies that use EDI must have translator software to convert data from the EDI standard format to the formats of their computer systems.
embedded event rule	An event rule that is specific to a particular table or application. Examples include form-to-form calls, hiding a field based on a processing option value, and calling a business function. Contrast with the business function event rule.
Employee Work Center	A central location for sending and receiving all PeopleSoft EnterpriseOne messages (system and user generated), regardless of the originating application or user. Each user has a mailbox that contains workflow and other messages, including Active Messages.
enterprise server	A server that contains the database and the logic for PeopleSoft EnterpriseOne or PeopleSoft World.
EnterpriseOne object	A reusable piece of code that is used to build applications. Object types include tables, forms, business functions, data dictionary items, batch processes, business views, event rules, versions, data structures, and media objects.
EnterpriseOne process	A software process that enables PeopleSoft EnterpriseOne clients and servers to handle processing requests and run transactions. A client runs one process, and servers can have multiple instances of a process. PeopleSoft EnterpriseOne processes can also be dedicated to specific tasks (for example, workflow messages and data replication) to ensure that critical processes don't have to wait if the server is particularly busy.
Environment Workbench	An application that, during the Installation Workbench process, copies the environment information and Object Configuration Manager tables for each environment from the Planner data source to the System-release number data source. It also updates the Environment Plan detail record to reflect completion.
escalation monitor	A batch process that monitors pending requests or activities and restarts or forwards them to the next step or user after they have been inactive for a specified amount of time.

event rule	A logic statement that instructs the system to perform one or more operations based on an activity that can occur in a specific application, such as entering a form or exiting a field.
facility	An entity within a business for which you want to track costs. For example, a facility might be a warehouse location, job, project, work center, or branch/plant. A facility is sometimes referred to as a <i>business unit</i> .
fast path	A command prompt that enables the user to move quickly among menus and applications by using specific commands.
file server	A server that stores files to be accessed by other computers on the network. Unlike a disk server, which appears to the user as a remote disk drive, a file server is a sophisticated device that not only stores files, but also manages them and maintains order as network user request files and make changes to these files.
final mode	The report processing mode of a processing mode of a program that updates or creates data records.
FTP server	A server that responds to requests for files via file transfer protocol.
header information	Information at the beginning of a table or form. Header information is used to identify or provide control information for the group of records that follows.
interface table	See Z table.
integration server	A server that facilitates interaction between diverse operating systems and applications across internal and external networked computer systems.
integrity test	A process used to supplement a company's internal balancing procedures by locating and reporting balancing problems and data inconsistencies.
interoperability model	A method for third-party systems to connect to or access PeopleSoft EnterpriseOne.
in-your-face-error	In PeopleSoft EnterpriseOne, a form-level property which, when enabled, causes the text of application errors to appear on the form.
IServer service	Developed by PeopleSoft, this internet server service resides on the web server and is used to speed up delivery of the Java class files from the database to the client.
jargon	An alternative data dictionary item description that PeopleSoft EnterpriseOne or People World displays based on the product code of the current object.
Java application server	A component-based server that resides in the middle-tier of a server-centric architecture. This server provides middleware services for security and state maintenance, along with data access and persistence.
JDBNET	A database driver that enables heterogeneous servers to access each other's data.
JDEBASE Database Middleware	A PeopleSoft proprietary database middleware package that provides platform-independent APIs, along with client-to-server access.
JDECallObject	An API used by business functions to invoke other business functions.
jde.ini	A PeopleSoft file (or member for iSeries) that provides the runtime settings required for EnterpriseOne initialization. Specific versions of the file or member must reside on every machine running PeopleSoft EnterpriseOne. This includes workstations and servers.
JDEIPC	Communications programming tools used by server code to regulate access to the same data in multiprocess environments, communicate and coordinate between processes, and create new processes.

jde.log	The main diagnostic log file of PeopleSoft EnterpriseOne. This file is always located in the root directory on the primary drive and contains status and error messages from the startup and operation of PeopleSoft EnterpriseOne.
JDENET	PeopleSoft proprietary communications middleware package. This package is a peer-to-peer, message-based, socket-based, multiprocess communications middleware solution. It handles client-to-server and server-to-server communications for all PeopleSoft EnterpriseOne supported platforms.
Location Workbench	An application that, during the Installation Workbench process, copies all locations that are defined in the installation plan from the Location Master table in the Planner data source to the System data source.
logic server	A server in a distributed network that provides the business logic for an application program. In a typical configuration, pristine objects are replicated on to the logic server from the central server. The logic server, in conjunction with workstations, actually performs the processing required when PeopleSoft EnterpriseOne and World software runs.
MailMerge Workbench	An application that merges Microsoft Word 6.0 (or higher) word-processing documents with PeopleSoft EnterpriseOne records to automatically print business documents. You can use MailMerge Workbench to print documents, such as form letters about verification of employment.
master business function (MBF)	An interactive master file that serves as a central location for adding, changing, and updating information in a database. Master business functions pass information between data entry forms and the appropriate tables. These master functions provide a common set of functions that contain all of the necessary default and editing rules for related programs. MBFs contain logic that ensures the integrity of adding, updating, and deleting information from databases.
master table	See published table.
matching document	A document associated with an original document to complete or change a transaction. For example, in PeopleSoft EnterpriseOne Financial Management, a receipt is the matching document of an invoice, and a payment is the matching document of a voucher.
media storage object	Files that use one of the following naming conventions that are not organized into table format: Gxxx, xxxGT, or GTxxx.
message center	A central location for sending and receiving all PeopleSoft EnterpriseOne messages (system and user generated), regardless of the originating application or user.
messaging adapter	An interoperability model that enables third-party systems to connect to PeopleSoft EnterpriseOne to exchange information through the use of messaging queues.
messaging server	A server that handles messages that are sent for use by other programs using a messaging API. Messaging servers typically employ a middleware program to perform their functions.
named event rule (NER)	Encapsulated, reusable business logic created using event rules, rather than C programming. NERs are also called business function event rules. NERs can be reused in multiple places by multiple programs. This modularity lends itself to streamlining, reusability of code, and less work.
<i>nota fiscal</i>	In Brazil, a legal document that must accompany all commercial transactions for tax purposes and that must contain information required by tax regulations.
<i>nota fiscal factura</i>	In Brazil, a <i>nota fiscal</i> with invoice information. See also <i>nota fiscal</i> .

Object Configuration Manager (OCM)	In PeopleSoft EnterpriseOne, the object request broker and control center for the runtime environment. OCM keeps track of the runtime locations for business functions, data, and batch applications. When one of these objects is called, OCM directs access to it using defaults and overrides for a given environment and user.
Object Librarian	A repository of all versions, applications, and business functions reusable in building applications. Object Librarian provides check-out and check-in capabilities for developers, and it controls the creation, modification, and use of PeopleSoft EnterpriseOne objects. Object Librarian supports multiple environments (such as production and development) and enables objects to be easily moved from one environment to another.
Object Librarian merge	A process that blends any modifications to the Object Librarian in a previous release into the Object Librarian in a new release.
Open Data Access (ODA)	An interoperability model that enables you to use SQL statements to extract PeopleSoft EnterpriseOne data for summarization and report generation.
Output Stream Access (OSA)	An interoperability model that enables you to set up an interface for PeopleSoft EnterpriseOne to pass data to another software package, such as Microsoft Excel, for processing.
package	EnterpriseOne objects are installed to workstations in packages from the deployment server. A package can be compared to a bill of material or kit that indicates the necessary objects for that workstation and where on the deployment server the installation program can find them. It is point-in-time snap shot of the central objects on the deployment server.
package build	A software application that facilitates the deployment of software changes and new applications to existing users. Additionally, in PeopleSoft EnterpriseOne, a package build can be a compiled version of the software. When you upgrade your version of the ERP software, for example, you are said to take a package build. Consider the following context: “Also, do not transfer business functions into the production path code until you are ready to deploy, because a global build of business functions done during a package build will automatically include the new functions.” The process of creating a package build is often referred to, as it is in this example, simply as “a package build.”
package location	The directory structure location for the package and its set of replicated objects. This is usually \\deployment server\release\path_code\package\package name. The subdirectories under this path are where the replicated objects for the package are placed. This is also referred to as where the package is built or stored.
Package Workbench	An application that, during the Installation Workbench process, transfers the package information tables from the Planner data source to the System-release number data source. It also updates the Package Plan detail record to reflect completion.
PeopleSoft Database	See JDEBASE Database Middleware.
planning family	A means of grouping end items whose similarity of design and manufacture facilitates being planned in aggregate.
preference profile	The ability to define default values for specified fields for a user-defined hierarchy of items, item groups, customers, and customer groups.
print server	The interface between a printer and a network that enables network clients to connect to the printer and send their print jobs to it. A print server can be a computer, separate hardware device, or even hardware that resides inside of the printer itself.
pristine environment	A PeopleSoft EnterpriseOne environment used to test unaltered objects with PeopleSoft demonstration data or for training classes. You must have this environment so that you can compare pristine objects that you modify.

processing option	A data structure that enables users to supply parameters that regulate the running of a batch program or report. For example, you can use processing options to specify default values for certain fields, to determine how information appears or is printed, to specify date ranges, to supply runtime values that regulate program execution, and so on.
production environment	A PeopleSoft EnterpriseOne environment in which users operate EnterpriseOne software.
production-grade file server	A file server that has been quality assurance tested and commercialized and that is usually provided in conjunction with user support services.
program temporary fix (PTF)	A representation of changes to PeopleSoft software that your organization receives on magnetic tapes or disks.
project	In PeopleSoft EnterpriseOne, a virtual container for objects being developed in Object Management Workbench.
promotion path	The designated path for advancing objects or projects in a workflow. The following is the normal promotion cycle (path): 11>21>26>28>38>01 In this path, 11 equals new project pending review, 21 equals programming, 26 equals QA test/review, 28 equals QA test/review complete, 38 equals in production, 01 equals complete. During the normal project promotion cycle, developers check objects out of and into the development path code and then promote them to the prototype path code. The objects are then moved to the productions path code before declaring them complete.
proxy server	A server that acts as a barrier between a workstation and the internet so that the enterprise can ensure security, administrative control, and caching service.
published table	Also called a master table, this is the central copy to be replicated to other machines. Residing on the publisher machine, the F98DRPUB table identifies all of the published tables and their associated publishers in the enterprise.
publisher	The server that is responsible for the published table. The F98DRPUB table identifies all of the published tables and their associated publishers in the enterprise.
pull replication	One of the PeopleSoft methods for replicating data to individual workstations. Such machines are set up as pull subscribers using PeopleSoft EnterpriseOne data replication tools. The only time that pull subscribers are notified of changes, updates, and deletions is when they request such information. The request is in the form of a message that is sent, usually at startup, from the pull subscriber to the server machine that stores the F98DRPCN table.
QBE	An abbreviation for query by example. In PeopleSoft EnterpriseOne, the QBE line is the top line on a detail area that is used for filtering data.
real-time event	A service that uses system calls to capture PeopleSoft EnterpriseOne transactions as they occur and to provide notification to third-party software, end users, and other PeopleSoft systems that have requested notification when certain transactions occur.
refresh	A function used to modify PeopleSoft EnterpriseOne software, or subset of it, such as a table or business data, so that it functions at a new release or cumulative update level, such as B73.2 or B73.2.1.
replication server	A server that is responsible for replicating central objects to client machines.
quote order	In PeopleSoft EnterpriseOne Procurement and Subcontract Management, a request from a supplier for item and price information from which you can create a purchase order.

	In PeopleSoft EnterpriseOne Sales Order Management, item and price information for a customer who has not yet committed to a sales order.
selection	Found on PeopleSoft menus, a selection represents functions that you can access from a menu. To make a selection, type the associated number in the Selection field and press Enter.
Server Workbench	An application that, during the Installation Workbench process, copies the server configuration files from the Planner data source to the System-release number data source. It also updates the Server Plan detail record to reflect completion.
spot rate	An exchange rate entered at the transaction level. This rate overrides the exchange rate that is set up between two currencies.
Specification merge	A merge that comprises three merges: Object Librarian merge, Versions List merge, and Central Objects merge. The merges blend customer modifications with data that accompanies a new release.
specification	A complete description of a PeopleSoft EnterpriseOne object. Each object has its own specification, or name, which is used to build applications.
Specification Table Merge Workbench	An application that, during the Installation Workbench process, runs the batch applications that update the specification tables.
store-and-forward	The mode of processing that enables users who are disconnected from a server to enter transactions and then later connect to the server to upload those transactions.
subscriber table	Table F98DRSUB, which is stored on the publisher server with the F98DRPUB table and identifies all of the subscriber machines for each published table.
supplemental data	Any type of information that is not maintained in a master file. Supplemental data is usually additional information about employees, applicants, requisitions, and jobs (such as an employee's job skills, degrees, or foreign languages spoken). You can track virtually any type of information that your organization needs. For example, in addition to the data in the standard master tables (the Address Book Master, Customer Master, and Supplier Master tables), you can maintain other kinds of data in separate, generic databases. These generic databases enable a standard approach to entering and maintaining supplemental data across PeopleSoft EnterpriseOne systems.
table access management (TAM)	The PeopleSoft EnterpriseOne component that handles the storage and retrieval of use-defined data. TAM stores information, such as data dictionary definitions; application and report specifications; event rules; table definitions; business function input parameters and library information; and data structure definitions for running applications, reports, and business functions.
Table Conversion Workbench	An interoperability model that enables the exchange of information between PeopleSoft EnterpriseOne and third-party systems using non-PeopleSoft EnterpriseOne tables.
table conversion	An interoperability model that enables the exchange of information between PeopleSoft EnterpriseOne and third-party systems using non-PeopleSoft EnterpriseOne tables.
table event rules	Logic that is attached to database triggers that runs whenever the action specified by the trigger occurs against the table. Although PeopleSoft EnterpriseOne enables event rules to be attached to application events, this functionality is application specific. Table event rules provide embedded logic at the table level.
terminal server	A server that enables terminals, microcomputers, and other devices to connect to a network or host computer or to devices attached to that particular computer.

three-tier processing	The task of entering, reviewing and approving, and posting batches of transactions in PeopleSoft EnterpriseOne.
three-way voucher match	In PeopleSoft EnterpriseOne Procurement and Subcontract Management, the process of comparing receipt information to supplier's invoices to create vouchers. In a three-way match, you use the receipt records to create vouchers.
transaction processing (TP) monitor	A monitor that controls data transfer between local and remote terminals and the applications that originated them. TP monitors also protect data integrity in the distributed environment and may include programs that validate data and format terminal screens.
transaction set	An electronic business transaction (electronic data interchange standard document) made up of segments.
trigger	One of several events specific to data dictionary items. You can attach logic to a data dictionary item that the system processes automatically when the event occurs.
triggering event	A specific workflow event that requires special action or has defined consequences or resulting actions.
two-way voucher match	In PeopleSoft EnterpriseOne Procurement and Subcontract Management, the process of comparing purchase order detail lines to the suppliers' invoices to create vouchers. You do not record receipt information.
User Overrides merge	Adds new user override records into a customer's user override table.
variance	In Capital Asset Management, the difference between revenue generated by a piece of equipment and costs incurred by the equipment. In EnterpriseOne Project Costing and EnterpriseOne Manufacturing Management, the difference between two methods of costing the same item (for example, the difference between the frozen standard cost and the current cost is an engineering variance). Frozen standard costs come from the Cost Components table, and the current costs are calculated using the current bill of material, routing, and overhead rates.
Version List merge	The Versions List merge preserves any non-XJDE and non-ZJDE version specifications for objects that are valid in the new release, as well as their processing options data.
visual assist	Forms that can be invoked from a control via a trigger to assist the user in determining what data belongs in the control.
vocabulary override	An alternate description for a data dictionary item that appears on a specific PeopleSoft EnterpriseOne or World form or report.
wchar_t	An internal type of a wide character. It is used for writing portable programs for international markets.
web application server	A web server that enables web applications to exchange data with the back-end systems and databases used in eBusiness transactions.
web server	A server that sends information as requested by a browser, using the TCP/IP set of protocols. A web server can do more than just coordination of requests from browsers; it can do anything a normal server can do, such as house applications or data. Any computer can be turned into a web server by installing server software and connecting the machine to the internet.
Windows terminal server	A multiuser server that enables terminals and minimally configured computers to display Windows applications even if they are not capable of running Windows software themselves. All client processing is performed centrally at the Windows terminal server and only display, keystroke, and mouse commands are transmitted over the network to the client terminal device.

workbench	A program that enables users to access a group of related programs from a single entry point. Typically, the programs that you access from a workbench are used to complete a large business process. For example, you use the EnterpriseOne Payroll Cycle Workbench (P07210) to access all of the programs that the system uses to process payroll, print payments, create payroll reports, create journal entries, and update payroll history. Examples of PeopleSoft EnterpriseOne workbenches include Service Management Workbench (P90CD020), Line Scheduling Workbench (P3153), Planning Workbench (P13700), Auditor's Workbench (P09E115), and Payroll Cycle Workbench.
work day calendar	In EnterpriseOne Manufacturing Management, a calendar that is used in planning functions that consecutively lists only working days so that component and work order scheduling can be done based on the actual number of work days available. A work day calendar is sometimes referred to as planning calendar, manufacturing calendar, or shop floor calendar.
workflow	The automation of a business process, in whole or in part, during which documents, information, or tasks are passed from one participant to another for action, according to a set of procedural rules.
workgroup server	A server that usually contains subsets of data replicated from a master network server. A workgroup server does not perform application or batch processing.
XAPI events	A service that uses system calls to capture PeopleSoft EnterpriseOne transactions as they occur and then calls third-party software, end users, and other PeopleSoft systems that have requested notification when the specified transactions occur to return a response.
XML CallObject	An interoperability capability that enables you to call business functions.
XML Dispatch	An interoperability capability that provides a single point of entry for all XML documents coming into PeopleSoft EnterpriseOne for responses.
XML List	An interoperability capability that enables you to request and receive PeopleSoft EnterpriseOne database information in chunks.
XML Service	An interoperability capability that enables you to request events from one PeopleSoft EnterpriseOne system and receive a response from another PeopleSoft EnterpriseOne system.
XML Transaction	An interoperability capability that enables you to use a predefined transaction type to send information to or request information from PeopleSoft EnterpriseOne. XML transaction uses interface table functionality.
XML Transaction Service (XTS)	Transforms an XML document that is not in the PeopleSoft EnterpriseOne format into an XML document that can be processed by PeopleSoft EnterpriseOne. XTS then transforms the response back to the request originator XML format.
Z event	A service that uses interface table functionality to capture PeopleSoft EnterpriseOne transactions and provide notification to third-party software, end users, and other PeopleSoft systems that have requested to be notified when certain transactions occur.
Z table	A working table where non-PeopleSoft EnterpriseOne information can be stored and then processed into PeopleSoft EnterpriseOne. Z tables also can be used to retrieve PeopleSoft EnterpriseOne data. Z tables are also known as interface tables.
Z transaction	Third-party data that is properly formatted in interface tables for updating to the PeopleSoft EnterpriseOne database.

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