

# Oracle® Records Manager Corporate Edition

Release Notes

10g Release 3 (10.1.3.3.2)

October 2007

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These release notes outline new and enhanced features for this release of Records Manager Corporate Edition. These release notes also describe specific installation and implementation considerations for Records Manager Corporate Edition version 10g Release 3 (10.1.3.3.2).

## 1 What's New

This release of Records Manager Corporate Edition has the following features and enhancements:

### Compared to Earlier 10gR3 Releases

This version of Records Manager Corporate Edition offers a localized user interface. The following languages are supported: English, German, French, Spanish, Portuguese (Brazil), Italian, Dutch, Chinese (both traditional and simplified), Japanese, and Korean. Please note that the software help is in English, regardless of the Records Manager Corporate Edition user interface language.

For more information on implementing Records Manager Corporate Edition, see [Section 3, "Installation Considerations."](#)

### Compatibility with Content Server 10gR3

This version of Records Manager Corporate Edition is designed to work seamlessly with Content Server 10gR3 (10.1.3.3.2). Content Server 10gR3 (10.1.3.3.2) must be installed and functioning correctly before you can install the Records Manager Corporate Edition 10gR3 software.

## 2 Records Manager Updates

The following interface changes have been made from Version 7.1.4:

- Retention tasks to be processed are now available on pull-down menus instead of from the Trays menu.
- Advanced screening is no longer available. That functionality has been merged into the regular screening functionality.
- The Simple Profile functionality has been bundled into the product and is available for use in this product. This allows the establishment of profiles which can be used to assist in customizing the product for site-specific usage. Default profiles have been provided to help minimize the amount of information seen on the content checkin screens.

- Dormant global triggers as a trigger type are no longer selectable as an option. You can create dormant global triggers by simply not adding an activation date when you create the trigger.
- The Configure Retention Components page is no longer used to configure aspects of the retention schedule (triggers, dispositions, and so on). All functionality of that type is now available throughout the product.
- You can now edit pre-defined link (related content) types. By default the main link with the new content item revisions is checked. This can be changed so linking is not revision independent.
- The interface used for screening has changed. You can now select from dropdown menus and select Boolean operators for all screening functions.
- Query Builder functionality is now included as part of the standard search capabilities. To access this option, select the Query Builder Form option from the Search Forms menu at the top right corner of any search page.
- A search can be performed which returns all freezes in an unfreeze option list. The Unfreeze option is then available and multiple items can be checked to use the unfreeze action. If you choose to unfreeze items with a freeze that is not yet applied to any of the content items, the content item does not unfreeze.

### 3 Installation Considerations

Refer to the *Records Manager Corporate Edition Installation Guide* for system requirements and instructions on installing Records Manager Corporate Edition. The following special considerations should be taken into account when using Records Manager Corporate Edition 10g Release 3 (10.1.3.3.2):

- The PopupCalendarEx component has been replaced by the PopUpCalendar and YahooUserInterfaceLibrary components. Disable and uninstall PopUpCalendarEx before installing Records Manager.
- If you are using ACL-based security, there is a 100-character limit on the group and user permissions fields. ACLs are used to provide additional access restriction to trigger, category, and folder objects, and they appear on trigger, records category, and records folder pages.
- Windows-specific characters such as em-dashes (—) and curly quotes do not display properly if the default character set for the web server is set to anything other than UTF-8. By default, Apache web servers are set to 8859-1. To properly display all characters in the help system on UNIX, make sure the character set for the web server is set to UTF-8.
- The Content Server Admin right is required to perform configure Retention Category, Record Folder, or Physical Records Profiles. This right is not assigned by default to any role and must be assigned before the Profiles configuration options appear on any menu.
- The Verity search/indexing engine has problems indexing PDF reports generated by Records Manager Corporate Edition. Full-text indexing fails, and only the metadata is indexed. There are two workarounds for this issue:
  - Upgrade to Verity 5.5 and configure Verity to use the Verity Keyview filter (flt\_kv) instead of Adobe's filter (flt\_pdf).

- Use a report format other than PDF. Records Manager Corporate Edition supports HTML, MS Excel (XLS), and XML. You can set the report format on the Configure Retention Management page.

### 3.1 ReportMaker Component Considerations

Please note the following considerations using the ReportMaker component.

#### ReportMaker PDF output in Localized Language

ReportMaker may be configured to use Unicode characters for localized languages. You will have to set two variables in the `reportmaker_environment.cfg` file to enable the Unicode characters and define the languages to be used. Times Roman will always be the default font used for characters. Therefore, it is not necessary to specify Times Roman.

Available Unicode Language keys are:

- SimplifiedChinese
- TraditionalChinese
- Korean
- Japanese

You may install the URM Language Pack as a component in version 10.1.3.3.2. During installation of URM, you will be prompted to choose the URM Language Pack as an additional component.

#### Configuration variables for Unicode Characters

The following variable must be added to the `reportmaker_environment.cfg` file to enable Unicode Characters in the PDF output of ReportMaker:

```
IsAllowUnicodeCharactersInPDFReports=true
```

In addition, the following variable must be added to the `reportmaker_environment.cfg` file to define the local languages that will be used in the PDF output:

```
UnicodeCharactersLanguageLookUpList=language1, language2
```

## 4 User Documentation

Records Manager Corporate Edition comes with a comprehensive online Help system and a full set of PDF documentation. The Records Manager Corporate Edition help files are part of the Content Server help system, which can be accessed from the Content Server application or the file system:

- To view the Help system from the Content Server application, click on any help link in the user interface. To see the full help system, you need to be logged into the content server as an administrator. Otherwise you will just see the user help, which contains only a fraction of the information included in the administrator help system. The Welcome link in the administrator online Help provides useful information on using the Help system.
- To view the help system from the file system, go to the `<install_dir>/weblayout/help/` directory and start the file `wh_start.htm`. This starts the

full administrator help. The Welcome link in the online Help provides useful information on using the Help system.

The Records Manager Corporate Edition documentation is also available as PDF files, which can be accessed by clicking the PDF icon in the top-right corner of each page of the Records Manager Corporate Edition help system.

### **Software Help System in English**

The software help system of Records Manager Corporate Edition is always in English, regardless of the user interface language.

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Records Manager Corporate Edition, 10g Release 3 (10.1.3.3.2) for Windows

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