Oracle® Revenue Management and Billing

Version 2.7.0.0.0

File Upload Interface (FUI) - User Guide

Revision 1.1

E98484-01

July, 2018

ORACLE®

Oracle Revenue Management and Billing File Upload Interface (FUI) - User Guide

E98484-01

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Preface

About This Document

This document lists and describes various file upload interface features in Oracle Revenue Management and Billing. It describes all screens related to the file upload interface modules and explains how to perform various tasks in the application.

Intended Audience

This document is intended for the following audience:

- End-users
- Implementation Team
- Consulting Team
- Development Team

Organization of the Document

The information in this document is organized into the following sections:

Section No.	Section Name	Description
Section 1	Introduction	Provides an overview of Master Configuration and File Upload Interface Configuration.
Section 2	File Request Type	Provides an overview of File Request Type. It also explains the process of defining, searching, viewing, editing, copying and deleting file request type.
Section 3	File Upload Dashboard	Describes and explains the File Upload Dashboard. It also explains how to search, view file details using the file upload dashboard. It also lists and describes the tasks you can perform when viewing file record details.

Related Documents

You can refer to the following documents for more information:

Document	Description
Oracle Revenue Management and Billing Banking User Guide	Lists and describes various banking features in Oracle Revenue Management and Billing. It also describes all screens related to these features and explains how to perform various tasks in the application.
File Upload Interface Version 2.6.0.1.0 Batch Execution Guide	Provides detail information about various batches to be executed while performing tasks such as uploading, processing and updating status of files using File Upload Interface.

Document	Description
File Upload Interface (FUI) Version 2.7.0.0.0 Quick Reference Guide	Provides a detail explanation of ORMB approach for Data Conversion and integration. It describes parameters related to File Upload Interface Master Configuration and also explains how to perform important tasks using File Upload Interface.

Change Log

Revision	Last Update	Updated Section	Comments
1.1	1-Aug-2018	Section 2.1.4 Defining Transformation Details for File Request Type	Added Information
		Section 2.3 Viewing Details of a File Request	Made changes in **Transformation Details** section
		Section 2.4 Editing Details of a File Request	Made changes in **Transformation Details** section
		Section 2.5 Copying Details of a File Request	Made changes in **Transformation Details** section

Contents

1. Introduction

Oracle Revenue Management and Billing (ORMB) provides one or more master configuration that may be used for configuration. A master configuration is an object that enables an implementation to define configuration for features in the system.

ORMB application provides File Upload Interface Configuration which defines the parameters used by the file upload and transform process. The system allows you to define a file request type which is used to upload file records.
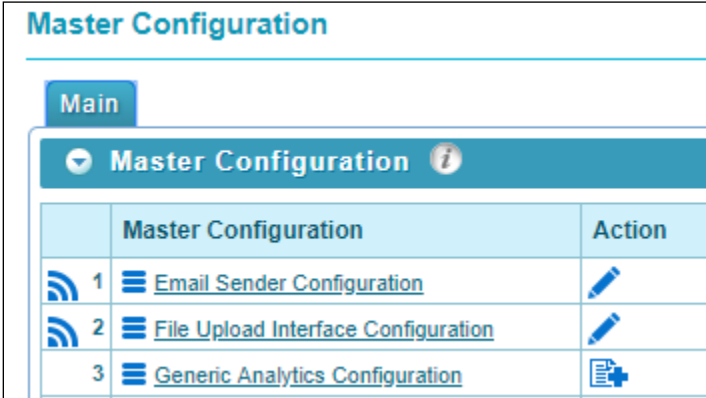
A file record is processed using the defined File Request Types. Each individual file will have records with reference to same File Request Type. Each single record in a file is staged using a **File Upload and Transform (C1-FTRAN)** batch. The file request type helps the system to understand how to process the uploaded file.

1.1 Master Configuration

A master configuration is an object that enables an implementation to define configuration for features in the system. A master configuration is defined using a business object. The Master Configuration List zone lists every category of master configuration.

To view Master Configuration,

1. From the **Admin** menu, select **M** and then click **Master Configuration**. The **Master Configuration** zone appears.

Figure 1: Master Configuration
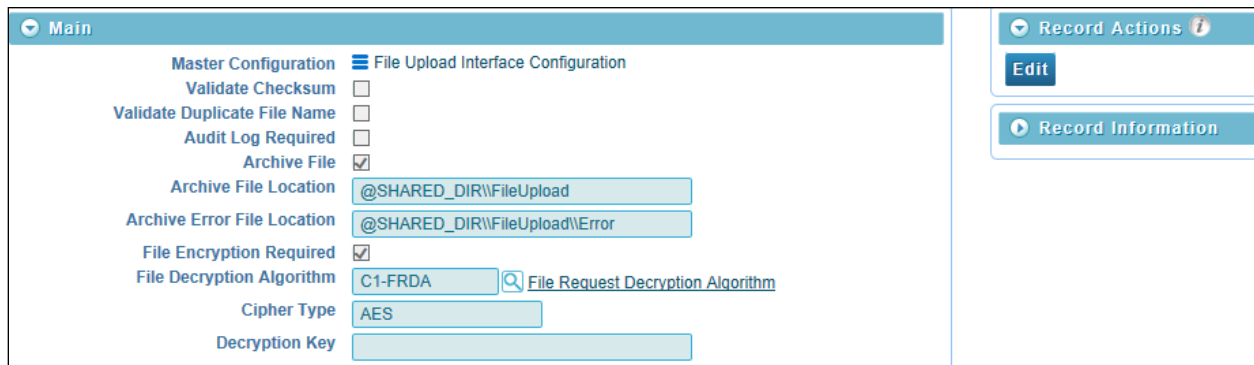
2. The **Master Configuration** zone contains the following columns:

Column Name	Description
Master Configuration	Displays the name of the business object using which entity configuration will be done.

Column Name	Description
Action	Provides options to update the respective master configurations. The valid actions are: • Edit (✏) – allows you to edit the master configuration. • Add (📄➕) – allows you to add parameters to the master configuration.

3. To view configuration details of a particular business object, click **Broadcast** (📶) icon corresponding to the business object.

4. The **Master Configuration Details** zone appears. It lists the parameters related to the master configuration.

   Tip: If a master configuration record exists for a given master configuration business object, the broadcast icon may be used to view details information about the adjacent master configuration.

Figure 2: Master Configuration Details

1.2 File Upload Interface Configuration

Oracle Revenue Management and Billing allows you to define master configuration for File Upload Interface Configuration.

File Upload Interface Configuration defines the parameters used by the file upload and transform process. It lists the business object which contains the information for Master Configuration of File Request Type. It also allows you to define, edit, copy and delete a file request type using which you can upload a file request.

To configure the File Upload Interface:

1. From the **Admin** menu, select **M** and then click **Master Configuration**.
2. The Master Configuration zone appears. You will see list of master configurations.
3. The icons in Action column highlight their usage purpose.

   • Add (📄➕) - Used to add parameters to the master configuration.

   • Edit (✏) – Used to edit existing configuration details.

4. If Add (📄➕) icon appears corresponding to File Upload Interface Configuration, click **Add** (📄➕) icon to add the configuration details.

Note: If a master configuration record does not exist for File Upload Interface, the **Add** icon is visible corresponding to File Upload Interface Configuration.

If a master configuration record exists for File Upload Interface, the **Edit** icon is visible.
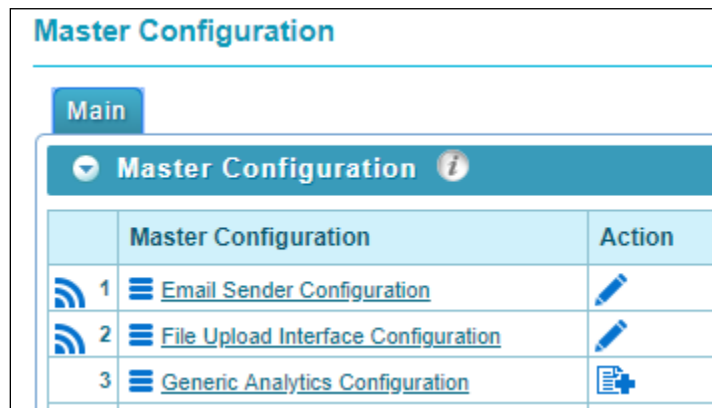
Figure 3: File Upload Interface Configuration

1.2.1 Editing File Upload Interface Configuration

Prerequisites

To edit a file upload interface master configuration, you should have:

- File Upload Interface configuration business objects defined in the application.

Procedure

To edit a file upload configuration, you need to do the following:

1. From the **Admin** menu, select **M** and then click **Master Configuration**. The **Master Configuration** screen appears.

2. Click **Edit** ( ) icon corresponding to **File Upload Interface Configuration**. The **Master Configuration** screen appears. It contains the following fields:

Field Name	Description	Mandatory (Yes or No)
Master Configuration	Used to indicate name of the master entity. **Note:** You cannot edit the Master Configuration Name.	Yes
Validate Checksum	Used to validate file integrity before staging file contents in ORMB system. If True, checksum validation will be done for that uploaded file.	No
Validate Duplicate File Name	Used to decide the required validation of duplicate file name before uploading a file. If False, file with same name can be uploaded multiple times.	No

Field Name	Description	Mandatory (Yes or No)
Audit Log Required	Used to decide whether to log corresponding file request status transition after processing an individual file request.	No
Archive File	Used to decide whether to relocate the file to another location after processing on SFTP server.	No
Archive File Location	Used to specify the file path used for archiving the successfully staged files. Path will always start with either 1."@SHARED_DIR" that is configured path of shared directory. 2."@INSTALL_DIR" that is configured path of installation directory defined with a property "spl.runtime.environ.SPLEBASE" in "spl.properties" file.	Yes (Conditional) **Note:** This field value is required when Archive File flag is **True**.
Archive Error File Location	Used to specify the file path used for archiving the error files. Path will always start with either 1."@SHARED_DIR" that is configured path of shared directory. 2."@INSTALL_DIR" that is configured path of installation directory defined with a property "spl.runtime.environ.SPLEBASE" in "spl.properties" file.	Yes (Conditional) **Note:** This field is required when Archive File flag is **True**.
File Encryption Required	Used to decide whether to first decrypt and then extract the files on SFTP server.	No
File Decryption Algorithm	Used to define the algorithm to be used for decrypting the third party provided encrypted file before uploading in ORMB staging.	Yes (Conditional) **Note:** This field value is required when File Encryption flag is **True**.
Cipher Type	Used to define the type of encryption methodology used to generate encrypted key. This will be used to get the encrypted keystore password that is required to read "ouaf_keystore" file which holds the encrypted file key.	Yes (Conditional) **Note:** This field value is required when File Encryption flag is **True.**

Field Name	Description	Mandatory (Yes or No)
Decryption Key	Used to decrypt the encrypted file. Decryption key will be updated in "ouaf_keystore" file. This key is not stored in database.	Yes (Conditional) **Note:** This field value is required when File Encryption flag is True.

Figure 4: File Upload Interface Configuration

2.   File Request Type

Oracle Revenue Management and Billing allows you to define a file request type using which you can upload and transform a record.

File request type is a configuration which will allow you to upload files in different formats and transforms the files to ORMB compliant formats. It will also help the system to understand how to process the uploaded file.

The **File Request Type** screen allows you to define, edit, copy, and delete a File request type. You can also view the parameters associated with the file request type. This screen consists of the following zones:

- Search zone - allows you to search for a file request type. It contains the following sections:
    - Search Criteria – allows you to search for file request type. There are two search fields:

Field Name	Description
File Request Type	Allows you search file request by name.
Description	Allows you to search file request by its description.

    - Search Results – displays results based on the specified search criteria. It contains following columns:

Column Name	Description
File Request Type	Used to indicate the name of file request type.
Description	Used to indicate the description of file request type.
Edit	Allows you to edit an existing file request type.
Delete	Allows you to delete an existing file request type.
Duplicate	Allows you to create a duplicate file request type.

- File Request Type zone - displays details of the file request type. This zone contains the following sections:
    i.   Main - Indicates the basic configuration details of a file request.
    ii. Services - Indicates the defined services for a file request.
    iii. Messages – Indicates the message defined for a file request.
    iv. Transformation Details – Indicates the defined configuration to transform file requests.
    v.   Record Actions - Displays buttons to edit, delete and duplicate file requests.
    vi. Record Information – has following fields:
        - Business Object - Indicates the Business Object using which the file request type is created. It is linked to the respective business object.
        - Create Date/Time – displays the creation date and time of business object.
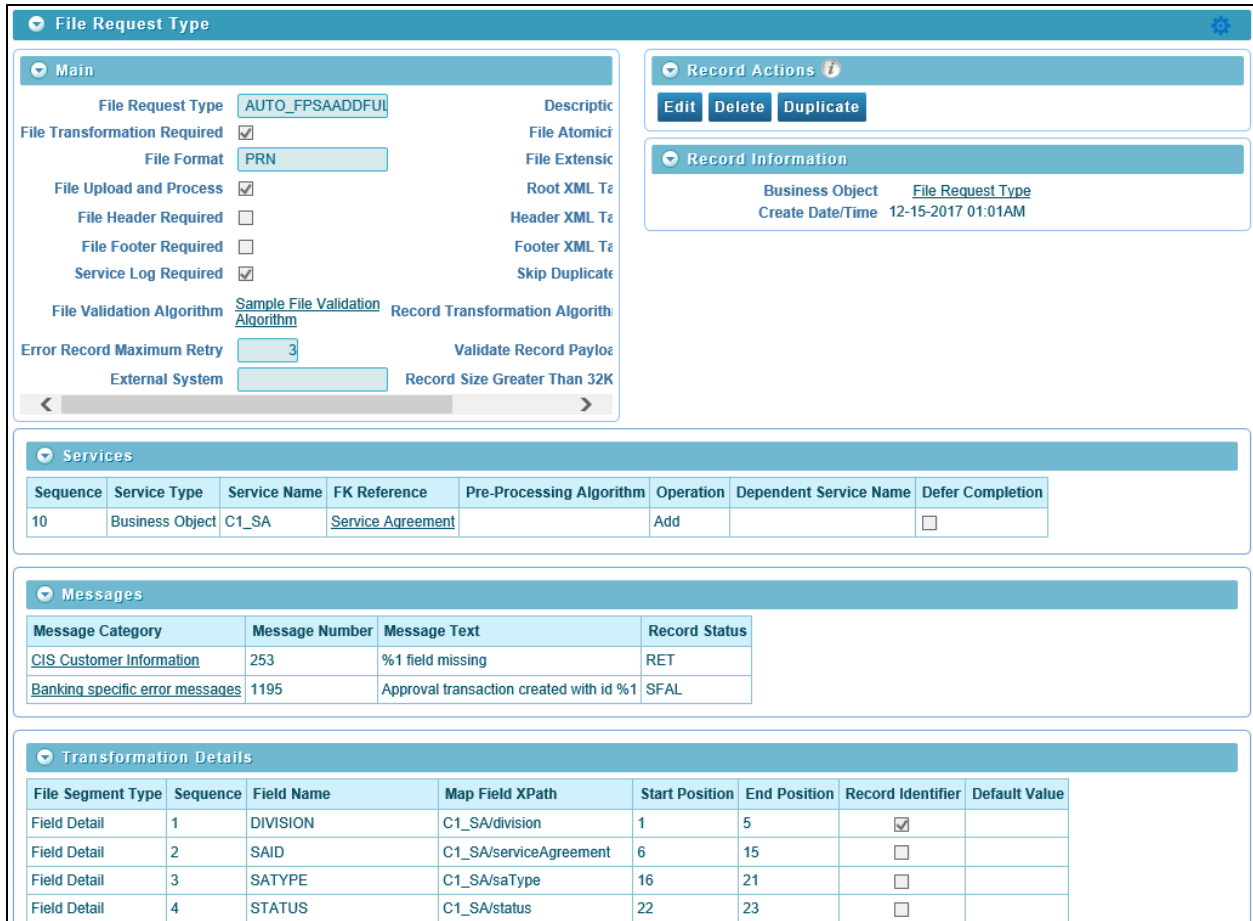
Figure 5: File Request Type Zone

2.1   Defining a File Request Type

To define a File Request Type, you should have

- File request business objects defined in the application.

To define a file request type:

1. From the **Admin** menu, select **F** and then click **File Request Type**.
2. Select **Add** from the options.

Tip: You can also define file request type from File Request Type Search zone. To define file request type,

navigate using **Admin** > **F** > **File Request Type** > **Search**. Click **Add** (Add) button on File Request Type zone.

3. The **File Request Type** zone appears. It contains the following sections:
   - Main - Used to specify basic configuration details about file requests.
   - Services - Used to define services to be executed for file requests.
   - Messages - Used to define messages for file requests.
   - Transformation Details – Used to define configuration for transforming file requests.

2.1.1   Defining Parameters for File Request Type

The **Main** section within the File Request Type zone allows you to define important parameters related to file requests. To define parameters:

1. From the **Admin** menu, select **F** and then click **File Request Type**.

2. Select **Add** from the options.

Tip: You can also define file request type from File Request Type Search zone. To define file request type, navigate using **Admin** > **F** > **File Request Type** > **Search**. Click **Add** ( ) button on File Request Type Search zone.

3. The **File Request Type** zone appears.

4. The Main section contains the following fields:

Field Name	Description	Mandatory (Yes or No)
File Request Type	Used to define identifier code of the file request type.	Yes
Description	Used to define description of file request type.	Yes
File Transformation Required	Flag used to transform uploaded file to XML. **Note:** This is required if the file record is to be transformed to ORMB conform service schema.	No
File Atomicity	Flag used to commit or rollback all transactions for any single failure.	No
File Format	Used to define the file formats supported for file transformation. The valid formats are: • CSV • XML • Fixed Position • JSON • PSV • Tilde Separated Values	Yes (if File Transformation Required check box is selected.) **Note:** By default, the File Format selected is XML.
File Extension	Used to specify file extensions which will be picked from SFTP server for upload and process batch execution.	
File Upload and Process	Flag used to upload and process file records in a single batch using File Transform and Upload (C1-FTRAN) batch. **Note:** If flag is **True**, it is not required to execute File Request Process (C1-FREQP) batch.	No

Field Name	Description	Mandatory (Yes or No)
Root XML Tag	Used to indicate the name of root tag being used in XML.	Yes (Conditional) **Note:** This field is required when file format is "XML" and "File Transformation Required" flag is **True**.
File Header Required	Flag used to specify whether file will have header details. If True, then first row data will be passed as header string to "File Validation Algorithm".	No
Header XML Tag	Used to indicate name of the header tag element of a file in XML format. This will be used to get the header element block from the corresponding XML file.	Yes (Conditional) **Note:** This is required when file format is "XML" and "File Header Required" flag is **True** and "File Transformation Required" flag is **True**.
File Footer Required	Flag used to specify whether file will have footer details. If True, then last row data will be passed as header string to "File Validation Algorithm".	No
Footer XML Tag	Used to indicate the name of footer tag being used in XML. This will be used to get the footer element block from the corresponding XML file.	Yes (Conditional) **Note:** This field is required when file format is "XML" and "File Footer Required" flag is **True** and "File Transformation Required" flag is **True.**
Service Log Required	Flag used to validate if processing details need to be captured for individual records. The same details will be used on File Request dashboard for navigating to its created or updated corresponding entity.	No
Skip Duplicates	Flag used to skip execution of multiple records in a single file. Multiple entries in a file are identified using "Record Identifier" configured in "Transformation Details" section.	No

Field Name	Description	Mandatory (Yes or No)
File Validation Algorithm	Used to indicate algorithm used for file header, footer and checksum validation.	Yes (Conditional) **Note:** This is required when either "File Header Required" or "File Footer Required" flags in File Request Type or "Validate Checksum" flag in "File Upload Interface Master Configuration" is **True.**
Record Transformation Algorithm	Used to indicate algorithm called to transform uploaded file to the required ORMB compliance service schema.	Yes (Conditional) **Note:** This is required when "File Transformation Required" flag is **True.**
Error Record Maximum Retry	Used to define the number of maximum retry attempts allowed for any failed record. **Note:** The value should be greater than 0.	No
Validate Record Payload	Flag used to process only those records having payloads for all those configured services of File Request Type. For example, If services for Person, Account and Contract are configured for this File Request Type and legacy system wants to upload data only for Account using the same File Request Type, then Validate Service flag should be False.	No
Display Profile ID	Used to select the display profile ID to be linked with the file request type. It is used to support client defined date format. **Note:** To select display profile ID, it is mandatory to define a display profile when you set up your users.	No
External System	Used to specify external system for a file request type. This is an info field.	No
Record Size Greater than 32KB	Flag used to optimize performance. If "True" then "REQUEST" field with "CLOB" data type will be used to capture file record payload. Else, record payload will be staged in "BO_DATA_AREA" field with "VARCHAR2(32000)" data type.	No

5. Enter details in respective fields.

Figure 6: Defining File Request Type Parameters

2.1.2   Defining Services for File Request Type

The **Services** section within the File Request Type zone allows you to define services to be executed for this corresponding File Request Type. For every File Request Type you should have:

- At least service mapping defined in the application.

To define service for a file request type:

1. From the **Admin** menu, select **F** and then click **File Request Type**.
2. Select **Add** from the options.

Tip: You can also define file request type from File Request Type Search zone. To define file request type,

navigate using **Admin** > **F** > **File Request Type** > **Search**. Click **Add** (**Add**) button on File Request Type Search zone.

3. The **File Request Type** zone appears.

Ensure that the Services section is expanded when you are defining, editing, or copying a file request type. The Services section consists of following fields:

Field Name	Description	Mandatory (Yes or No)
Sequence	Used to define sequence of service invocation and execution.	Yes
Service Type	Used to define the type of service. The valid values are: - Business Object (BO) - Business Service (BS) - Service Script (SS)	Yes
Service Name	Used to specify the name of the service to be invoked and executed for every record processing.	Yes
FK Reference	Used to navigate to corresponding UI, to check the created or updated details.	No
Pre-Processing Algorithm	Used to specify algorithm to be used for pre-processing the execution of corresponding service. For example, this can be used to update the XML payload with more elements or override the operation based on the condition or skip this service execution.	No
Postprocessing Algorithm	Used to define the algorithm to be called after successful processing of a record.	No

Field Name	Description	Mandatory (Yes or No)
Operation	Used to define the operation to be performed for the individual Service (Business Object). The valid operations are: • Add • Update • Replace • Delete	No
Dependent Service Name	Used to address Payload nesting level and dependent service execution. This signifies parent-child relationship.	No
Defer Completion	Flag used to defer the completion of successfully processed request and the final status will be updated once corresponding BO Life cycle is completed. **Note:** An API is provided to update the final status of the respective request.	No

Note: One or more services can be configured. Service can be child of other service. Service with no inter-dependency can also be configured. Moreover, it is typical for child service to be linked to primary service in a File Request Type; it is also possible to link child services as child objects to other child services. This allows hierarchies of objects to be modeled in a File Request Type.

4. Enter sequence number in **Sequence** field.
5. Select service type from the **Service Type** drop-down list.
6. Enter service name in Service Name field. You can use the Search (🔍) to search for service name.
7. Enter FK reference code in **FK Reference Code.** You can use the **Search** (🔍) icon to search for foreign key reference code.
8. Enter pre-processing algorithm or post processing algorithm in **Pre Processing Algorithm or Post Processing Algorithm** fields**.** You can use the **Search** (🔍) icon to search for respective algorithms.
9. Select the operation mode to be performed from the **Operation** drop-down list.
10. Specify a child of other service in **Dependent Service Name** field.
11. Select the **Defer Completion** checkbox to defer the completion of successfully processed request.

Tip: You can configure more than one service for a file request type. Click **Add** (⊕) icon corresponding to Sequence field. To remove a service from the file request type, click **Delete** (🗑) icon corresponding to that service.

Figure 7: Defining Services

2.1.3 Defining Messages for File Request Type

The Messages section allows you to update the error file record status with reference to the configured messages. You can configure multiple messages with either "Retry" or "Sent for Approval" status. If record processing fails in return with the configured error message then it will be updated with its corresponding status. Else, the file record will be updated with Error status.

Figure 8: Defining Messages

To define messages for a file request type:

1. From the **Admin** menu, select **F** and then click **File Request Type**.
2. Select **Add** from the options.

Tip: You can also define file request type from File Request Type Search zone. To define file request type, navigate using **Admin** > **F** > **File Request Type** > **Search**. Click **Add** (Add) button on File Request Type Search zone.

3. The **File Request Type** zone appears.

Ensure that the **Messages** section is expanded when you are defining, editing, or copying a file request type. The Messages section consists of following fields:

Field Name	Description	Mandatory (Yes or No)
Message Category	Used to specify message category.	Yes
Message Number	Used to specify number to handle Retry or Sent for Approval status.	Yes
Message Text	Used to indicate description of message. This is read-only field.	No
Record Status	Used to specify status for every file record.	Yes

4. Enter message category number and message number in **Message Category** field and **Message Number** field. You can use the **Search** (🔍) icon to search for message category and fetch file request type message number respectively.

Note: When you enter the message category and message number, the message description corresponding to the message number appears in the **Message Text** field.

Tip: You can configure more than one messages for a file request type. Click **Add** (⊕) icon corresponding to Message Category field. To remove a message from the file request type, click **Delete** (🗑) icon corresponding to that service.

2.1.4 Defining Transformation Details for File Request Type

The Transformation Details section allows you to define the configuration for transforming file requests. It is required for transformation of each individual file record into required XML format that is in compliance with ORMB service schema.

To define transformation details, you must ensure following fields have valid values within Main section:

- **File Transformation Required** flag is set as True.
- **File Format** field has either of the following values:
  - Comma Separated Values
  - Fixed Position
  - Pipe Separated Values
  - Tilde Separated Values

Figure 9: Defining Transformation

To define transformation details for a file request type:

1. From the **Admin** menu, select **F** and then click **File Request Type**.
2. Select **Add** from the options.

Tip: You can also define file request type from File Request Type Search zone. To define file request type,

navigate using **Admin** > **F** > **File Request Type** > **Search**. Click **Add** (Add) button on File Request Search Type zone.

3. The **File Request Type** zone appears.

Ensure that the Transformation section is expanded when you are defining, editing, or copying a file request type. The Transformation section consists of following fields:

Field Name	Description	Mandatory (Yes or No)	Comments
File Segment Type	Used to define the file segment type. The valid values are: • Field Detail • File Footer • File Header	Yes	This field value signifies the record type whether its file header or footer or a record to be processed.

Field Name	Description	Mandatory (Yes or No)	Comments
Sequence	Used to map field values in CSV or PSV format files. The sequence number will be proportionate to the fields in a file.	Yes	For example, if a CSV file has a record details such as ZZBBSS1,CA,94701,true,Redwood Shores,USA,California There are seven comma-separated field values in this record. It refers that sequence numbers from one to seven can be configured. **Note:** You can map or configure same sequence number to multiple fields (Number of fields can refer to same field value provided in an individual record). Sequence Number "ZERO: 0" is reserved for capturing default values.
Field Name	Used to define unique field name, which will have the mapped file sequence field value.	Yes	A map with these configured "Field Names" and the corresponding "Field Values" is provided as an input to transformation algorithm.
Map Field XPath	Used to specify syntax in an XPath expression referencing elements in the instructions' referenced business objects.	No	**Note**: This is required if ORMB provided "File Request Transformation sample algorithm" is to be used.
Start Position	Used to indicate the starting position from where you want to transform the characters from the file.	No	**Note**: This is required if you have selected 'Fixed Position' as file format type.
End Position	Used to indicate the ending position in a file.	No	**Note**: This is required if you have selected 'Fixed Position' as file format type.

Field Name	Description	Mandatory (Yes or No)	Comments
Required	Flag used to perform mandatory field level validations for every record while uploading data using File Transform and Upload (C1-FTRAN) Batch	No	
Record Identifier	Flag used for checking duplicate entries of a file record before uploading in ORMB system.	No	This will also be used to get the file record identifiers field values and display those details on "File Record Identifier Details" zone in "File Record Detail" dashboard.
Default Value	Used to set the default values while formation of record payload.	Yes (Conditional) **Note:** This is required when "Sequence Number" is "ZERO: 0". Sequence Number "ZERO: 0" is reserved for capturing default values.	You can set default values to Date field using Date picker or using below listed predefined date constants: • ":BUS_DATE" for Business Date time - This will be process date time. • ":SYSDATE" for System date time - This will be System Date Time. • ":STD_DATE" for Standard date time - This will be LOCALE date time. You can also use either of the following constants defined in File Validation Algorithm: • ':DEFAULT1' • ':DEFAULT2' • ':DEFAULT3' • ':DEFAULT4' • ':DEFAULT5' For more information, refer to the Applying Default Values Set in File Validation Algorithm to a Field section in *File Upload Interface Quick Reference Guide*.

4. Select file segment type from the **File Segment Type** drop-down list.
5. Enter sequence, field name in respective fields: Sequence, Field Name.

6. Enter syntax in an XPath expression in **Map Field XPath** field. You can use the **Search** (🔍) icon to search for file request transform map field zone.

7. Select **Required**, **Record Identifier** check boxes, if required.

Tip: When you select Fixed Position as File Format, you can also specify **Start Positon** and **End Position** values.

Tip: You can configure more than one transformation details for a file request type. Click **Add** (➕) icon corresponding to File Segment Type field. To remove a message from the file request type, click **Delete** (🗑) icon corresponding to that service.

8. Click on Save to complete the process of defining a new file request type.

2.2   Searching a File Request Type

The Search zone allows you to search for file request types that are already defined in the system. To search a file request:

1. From the **Admin** menu, select **F** and then click **File Request Type**.

2. Select **Search** from the options. The **Search File Request Type** zone appears.

3. The **Search File Request Type** section contains the following fields:

Field Name	Description
File Request Type	Allows you search file request by name.
Description	Allows you to search file request by its description.

4. Enter the file request name in **File Request Type** field or the description of file request type in **Description** field.

5. Click **Search**. The search results which match specified search criteria appear in **File Request Type Search List** zone.
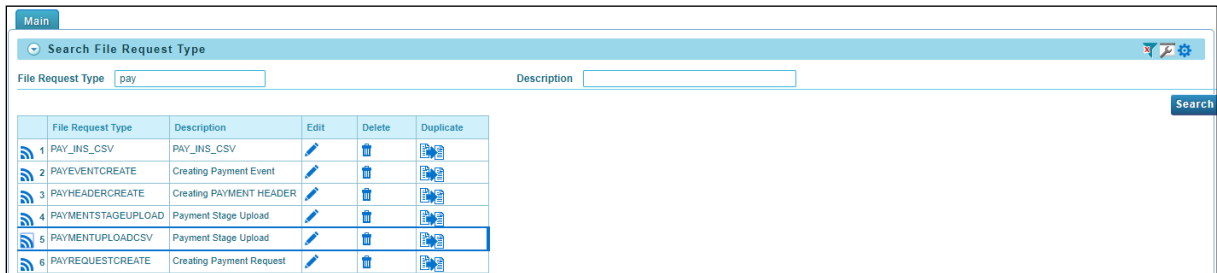
2.3　Viewing Details of a File Request

The File Request Type List helps you to view the parameters associated with the file request type defined in the system. To view the details of a file request:

1. From the **Admin** menu, select **F** and then click **File Request Type**. Select **Search** from the options.
2. Search for the file request type. For information on searching a file request type, refer Searching a File Request Type section.
3. The File Request Type Search List zone contains the following columns:

Column Name	Description
File Request Type	Used to display the name of file request type.
Description	Used to display the description of file request type.
Edit	Used to edit the details of the file request type.
Delete	Used to delete a file request type. **Note:** You can delete a File Request Type only when you have not created a file record using the File Request Type.
Duplicate	Used to define a new file request type using an existing file request type schema.

Figure 10: File Request Type Search List

4. Click **Broadcast** ( ) icon corresponding to the file request type to view the details.

Note: By default, the File Request Type zone does not appear in the File Request Type screen. It appears only when you click **Broadcast** ( ) icon corresponding to a File Request Type in the File Request Type List zone.

5. The **File Request Type** zone appears. This zone contains the following sections:

- Main - Used to specify basic configuration details about file requests.
- Services - Used to define services to be executed for the file records with corresponding file requests.
- Messages - Used to define messages for file requests.
- Transformation Details – Used to define configuration for transforming file requests.
- Record Actions - Displays buttons to edit, delete and duplicate file request type.
- Record Information - Displays name and creation date, time of Business Object.

Main - This section provides basic information about the File Request Type. It contains the following fields:

Field Name	Description
File Request Type	Used to indicate name of the file request type.
Description	Used to indicate description of file request type.
File Transformation Required	Used to indicate whether the file record is transformed to ORMB conform service schema.
File Atomicity	Used to indicate whether file atomicity flag is True or False.
File Format	Used to indicate the file formats supported for file transformation.
File Extension	Used to indicate extension of files picked from SFTP server for upload and process batch execution.
File Upload and Process	Used to indicate whether file records are uploaded and processed in a single batch using File Transform and Upload (C1-FTRAN) batch.
Root XML Tag	Used to indicate the name of root tag being used in XML.
File Header Required	Used to indicate whether file has header details.
Header XML Tag	Used to indicate name of the header tag element of a file in XML format.
File Footer Required	Used to indicate whether file has footer details.
Footer XML Tag	Used to indicate the name of footer tag being used in XML.
Service Log Required	Used to indicate if processing details are captured for individual records.
Skip Duplicates	Used to indicate whether execution of multiple records in a single file is skipped.
File Validation Algorithm	Used to indicate algorithm called to validate file header, footer and checksum.
Record Transformation Algorithm	Used to indicate algorithm called to transform uploaded file to the required ORMB compliance service schema.
Error Record Maximum Retry	Used to indicate the number of maximum retry attempts allowed for any failed record.
Validate Record Payload	Used to indicate whether the records having payloads for all those configured services of File Request Type are processed.
Display Profile ID	Used to indicate the display profile ID linked with the file request type.
External System	Used to indicate external system for a file request type. This is an info field.
Record Size Greater than 32KB	Used to indicate whether "REQUEST" field with "CLOB" data type is used to capture file record payload.

Services - This section defines services for the file request type. It contains the following fields:

Field Name	Description
Sequence	Used to indicate the sequence number of service invocation and execution.
Service Type	Used to indicate the type of service.
Service Name	Used to Indicate the name of the service invoked and executed for every record processing.
FK Reference	Used to indicate the foreign key reference which specifies the created upload request type.
Pre-Processing Algorithm	Used to indicate algorithm called during pre-processing and execution of corresponding service.
Postprocessing Algorithm	Used to indicate the algorithm that is called after successful processing of a record.
Operation	Used to indicate the operation performed for the individual Service (Business Object).
Dependent Service Name	Used to indicate the Payload nesting level and dependent service execution. This signifies parent-child relationship.
Defer Completion	Flag used to defer the completion of successfully processed record and the final status will be updated once corresponding BO Life cycle is completed.
	Note: An API is provided to update the final status of the respective request.

Messages - This section defines messages for the file request type. It contains the following fields:

Field Name	Description
Message Category	Used to indicate the message category.
Message Number	Used to indicate message number to handle Retry or Sent for Approval status.
Message Text	Used to indicate the description of message. This is read-only field.
Record Status	Used to indicate the status of every failed file record.

Transformation Details – This section defines configuration for transforming file requests. It contains the following fields:

Field Name	Description
File Segment Type	Used to indicate the file segment type.
Sequence	Used to indicate sequence of service invocation and execution.
Field Name	Used to indicate field name specific to Payment stage upload and Transaction business services file request transformation.
Map Field XPath	Used to indicate XPath expression.

Field Name	Description
Required	Flag used to perform mandatory field level validations for every record while uploading data using File Transform and Upload (C1-FTRAN) Batch.
Record Identifier	Flag used for checking duplicates entries of a file record before uploading in ORMB system.
Default Value	Used to indicate default value for Sequence.

Record Actions - Displays buttons to edit, delete and duplicate. The table below describes the different buttons:

Button Name	Description
Edit	Used to edit the details of the file request type.
Delete	Used to delete the file request type. **Note:** You can delete a File Request Type only when you have not uploaded a file in ORMB system using this File Request Type.
Duplicate	Used to create a new file request type using an existing File Request Type entity.

Record Information - Displays name and creation date, time of Business Object. This section contains the following fields:

Field Name	Description
Business Object	Used to indicate the business object using which the File Request Type is created. **Tip:** A context menu appears corresponding to this field which helps in navigating to other screens in the application. Click on the link to view the associated Business Object of the file request type.
Create Date/Time	Used to indicate the date and time when the file request type was created.

2.4   Editing a File Request Type

To edit a file request type, you should have:

- File Upload Interface configuration business objects defined in the application.

To edit a file request type:

1. From the **Admin** menu, select **F** and then click **File Request Type**. Select **Search** from the options.
2. Search for the file request type. For information on searching a file request type, refer Searching a File Request Type section.

3. In the File Request Type Search List zone, click **Edit** ( ) icon in the Edit column corresponding to the File Request Type to edit the required details.

Tip: You can also view defined details of a file request type and accordingly decide to edit the respective request type. Click the **Broadcast** ( ) icon corresponding to the **File Request Type**. The **File Request Type** zone appears. Click on **Edit** button in the **Record Actions** section.

4. The **File Request Type** zone appears. It contains the following sections:

- **Main** - Used to specify basic configuration details about the file request type. This section contains the following fields:

Field Name	Description	Mandatory (Yes or No)
File Request Type	Used to define name of the file request type.	Yes
Description	Used to define description of file request type.	Yes
File Transformation Required	Flag used to transform uploaded file to XML. **Note:** This is required if the file record is to be transformed to ORMB conform service schema.	No
File Atomicity	Flag used to commit or rollback all transactions for any single failure.	No
File Format	Used to define the file formats supported for file transformation. The valid formats are: • CSV • XML • Fixed Position • JSON • PSV • Tilde Separated Values	Yes (if File Transformation Required check box is selected.) **Note:** By default, the File Format selected is XML.

Field Name	Description	Mandatory (Yes or No)
File Extension	Used to specify file extensions which will be picked from SFTP server for upload and process batch execution.	No
File Upload and Process	Flag used to upload and process file records in a single batch using File Transform and Upload (C1-FTRAN) batch. **Note:** If flag is **True**, it is not required to execute File Request Process (C1-FREQP) batch.	No
Root XML Tag	Used to indicate the name of root tag being used in XML.	Yes (Conditional) **Note:** This field is required when file format is "XML" and "File Transformation Required" flag is **True**.
File Header Required	Flag used to specify whether file will have header details. **Note:** If **True**, then first row data will be passed as header string to "File Validation Algorithm".	No
Header XML Tag	Used to indicate name of the header tag element of a file in XML format. This will be used to get the header element block from the corresponding XML file.	Yes (Conditional) **Note:** This is required when file format is "XML" and "File Header Required" flag is **True** and "File Transformation Required" flag is **True**.
File Footer Required	Flag used to specify whether file will have footer details. **Note:** If **True**, then last row data will be passed as header string to "File Validation Algorithm".	No
Footer XML Tag	Used to indicate the name of footer tag being used in XML. This will be used to get the footer element block from the corresponding XML file.	Yes (Conditional) **Note:** This field is required when file format is "XML" and "File Footer Required" flag is **True** and "File Transformation Required" flag is **True**.

Field Name	Description	Mandatory (Yes or No)
Service Log Required	Flag used to validate if processing details need to be captured for individual records. The same details will be used on File Request dashboard for navigating to its created or updated corresponding entity.	No
Skip Duplicates	Flag used to skip execution of multiple records in a single file. Multiple entries in a file are identified using "Record Identifier" configured in "Transformation Details" section.	No
File Validation Algorithm	Used to indicate algorithm used for file header, footer and checksum validation.	Yes (Conditional) **Note:** This is required when either "File Header Required" or "File Footer Required" flags in File Request Type or "Validate Checksum" flag in "File Upload Interface Master Configuration" is **True**.
Record Transformation Algorithm	Used to indicate algorithm called to transform uploaded file to the required ORMB compliance service schema.	Yes (Conditional) **Note:** This is required when "File Transformation Required" flag is **True**.
Error Record Maximum Retry	Used to define the number of maximum retry attempts allowed for any failed record. **Note:** The value should be greater than 0.	No
Validate Record Payload	Flag used to process only those records having payloads for all those configured services of File Request Type. For example, If services for Person, Account and Contract are configured for this File Request Type and legacy system wants to upload data only for Account using the same File Request Type, then Validate Service flag should be False.	No

Field Name	Description	Mandatory (Yes or No)
Display Profile ID	Used to select the display profile ID to be linked with the file request type. It is used to support client defined date format. **Note:** To select display profile ID, it is mandatory to define a display profile when you set up your users.	No
External System	Used to specify external system for a file request type. This is an info field.	No
Record Size Greater than 32KB	Flag used to optimize performance. If "True" then "REQUEST" field with "CLOB" data type will be used to capture file record payload. Else, record payload will be staged in "BO_DATA_AREA" field with "VARCHAR2(32000)" data type.	No

- **Services -** Used to define services to be executed for the file records with corresponding file request type. This section contains the following fields:

Field Name	Description	Mandatory (Yes or No)
Sequence	Used to define sequence of service invocation and execution.	Yes
Service Type	Used to define the type of service. The valid values are: • Business Object (BO) • Business Service (BS) • Service Script (SS)	Yes
Service Name	Used to specify the name of the service to be invoked and executed for every record processing.	Yes
FK Reference	Used to navigate to corresponding UI, to check the created or updated details.	No
Pre-Processing Algorithm	Used to specify algorithm to be used for pre-processing the execution of corresponding service. For example, this can be used to update the XML payload with more elements or override the operation based on the condition or skip this service execution.	No
Postprocessing Algorithm	Used to define the algorithm to be called after successful processing of a record.	No

Field Name	Description	Mandatory (Yes or No)
Operation	Used to define the operation to be performed for the individual Service (Business Object). The valid operations are: • Add • Update • Replace • Delete	No
Dependent Service Name	Used to address Payload nesting level and dependent service execution. This signifies parent-child relationship.	No
Defer Completion	Flag used to defer the completion of successfully processed request and the final status will be updated once corresponding BO Life cycle is completed. **Note:** An API is provided to update the final status of the respective request.	No

Note: One or more services can be configured. Service can be child of other service. Service with no interdependency can also be configured. Moreover it is typical for child service to be linked to primary service in a file request type; it is also possible to link child services as child objects to other child services. This allows hierarchies of objects to be modeled in a file request type.

- **Messages -** Used to define messages for the file request type. This section contains the following fields:

Field Name	Description	Mandatory (Yes or No)
Message Category	Used to specify message category.	Yes
Message Number	Used to specify number to handle Retry or Sent for Approval status.	Yes
Message Text	Used to indicate description of message. This is read-only field.	No
Record Status	Used to specify status for every file record.	Yes

- **Transformation Details –** Used to define configuration for transforming file requests. This section contains the following fields:

Field Name	Description	Mandatory (Yes or No)	Comments
File Segment Type	Used to define the file segment type. The valid values are: • Field Detail • File Footer • File Header	Yes	
Sequence	Used to map field values in CSV or PSV format files. The sequence number will be proportionate to the fields in a file.	Yes	For example, if a CSV file has a record details such as ZZBBSS1,CA,94701,true,Redwood Shores,USA,California There are seven comma-separated field values in this record. It refers that sequence numbers from one to seven can be configured. **Note:** You can map or configure same sequence number to multiple fields (Number of fields can refer to same field value provided in an individual record). Sequence Number "ZERO: 0" is reserved for capturing default values.
Field Name	Used to define unique field name, which will have the mapped file sequence field value.	Yes	A map with these configured "Field Names" and the corresponding "Field Values" is provided as an input to transformation algorithm.
Map Field XPath	Used to specify syntax in an XPath expression referencing elements in the instructions' referenced business objects.	No	**Note:** This is required if ORMB provided "File Request Transformation sample algorithm" is to be used.

Field Name	Description	Mandatory (Yes or No)	Comments
Required	Flag used to perform mandatory field level validations for every record while uploading data using File Transform and Upload (C1-FTRAN) Batch	No	
Record Identifier	Flag used for checking duplicates entries of a file record before uploading in ORMB system.	No	This will also be used to get the file record identifiers field values and display those details on "File Record Identifier Details" zone in "File Record Detail" dashboard.
Default Value	Used to set the default values while formation of record payload.	Yes (Conditional) **Note:** This is required when "Sequence Number" is "ZERO: 0". Sequence Number "ZERO: 0" is reserved for capturing default values.	You can set default values to Date field using Date picker or using below listed predefined date constants: • ":BUS_DATE" for Business Date time - This will be process date time • ":SYSDATE" for System date time - This will be System Date Time • ":STD_DATE" for Standard date time - This will be LOCALE date time. You can also use either of the following constants defined in File Validation Algorithm: • ':DEFAULT1' • ':DEFAULT2' • ':DEFAULT3' • ':DEFAULT4' • ':DEFAULT5' For more information, refer to the Associating File Validation Algorithm with Default Value section in *File Upload Interface Quick Reference Guide*.

5. Modify the required fields.

Note: If you want to define more than one message or service or transformation details for a file request type, click **Add** (⊕) icon in the respective sections. Similarly, if you want to delete a message or service or transformation details, click **Delete** (🗑) icon in the respective sections.

6. Click **Save**. The changes made to the file request type are saved.

2.5   Copying a File Request Type

Instead of creating a new file request type, you can use an existing file request type to create a new File Request Type. This is possible by copying a file request type. On copying a file request type, all the details including the service are copied to the new file request type. You can also edit the respective details.

To copy a File Request Type:

1. From the **Admin** menu, select **F** and then click **File Request Type**. Select **Search** from the options.

2. Search for the file request type. For information on searching a file request type, refer Searching a File Request Type section.

3. In the **File Request Type List** zone, click **Duplicate** (   ) icon in the **Duplicate** column corresponding to the File Request Type whose copy you want to create.

Tip: Alternatively, you can click **Broadcast** (   ) icon corresponding to the File Request Type to copy the required details. The **File Request Type** zone appears. Click on **Duplicate** button in the **Record Actions** section.

4. The **File Request Type** zone appears. It contains the following sections:

   - **Main -** Used to specify basic configuration details about file requests. This section contains the following fields:

Field Name	Description	Mandatory (Yes or No)
File Request Type	Used to define name of the file request type.	Yes
Description	Used to define description of file request type.	Yes
File Transformation Required	Flag used to transform uploaded file to XML. **Note:** This is required if the file record is to be transformed to ORMB conform service schema.	No
File Atomicity	Flag used to commit or rollback all transactions for any single failure.	No
File Format	Used to define the file formats supported for file transformation. The valid formats are: • CSV • XML • Fixed Position • JSON • PSV • Tilde Separated Values	Yes (if File Transformation Required check box is selected.) **Note:** By default, the File Format selected is XML.
File Extension	Used to specify file extensions which will be picked from SFTP server for upload and process batch execution.	No

Field Name	Description	Mandatory (Yes or No)
File Upload and Process	Flag used to upload and process file records in a single batch using File Transform and Upload (C1-FTRAN) batch. **Note:** If flag is **True**, it is not required to execute File Request Process (C1-FREQP) batch.	No
Root XML Tag	Used to indicate the name of root tag being used in XML.	Yes (Conditional) **Note:** This field is required when file format is "XML" and "File Transformation Required" flag is **True.**
File Header Required	Flag used to specify whether file will have header details. **Note:** If **True**, then first row data will be passed as header string to "File Validation Algorithm".	No
Header XML Tag	Used to indicate name of the header tag element of a file in XML format. This will be used to get the header element block from the corresponding XML file.	Yes (Conditional) **Note:** This is required when file format is "XML" and "File Header Required" flag is **True** and "File Transformation Required" flag is **True.**
File Footer Required	Flag used to specify whether file will have footer details. **Note:** If **True**, then last row data will be passed as header string to "File Validation Algorithm".	No
Footer XML Tag	Used to indicate the name of footer tag being used in XML. This will be used to get the footer element block from the corresponding XML file.	Yes (Conditional) **Note:** This field is required when file format is "XML" and "File Footer Required" flag is **True** and "File Transformation Required" flag is **True.**

Field Name	Description	Mandatory (Yes or No)
Service Log Required	Flag used to validate if processing details need to be captured for individual records. The same details will be used on File Request dashboard for navigating to its created or updated corresponding entity.	No
Skip Duplicates	Flag used to skip execution of multiple records in a single file. Multiple entries in a file are identified using "Record Identifier" configured in "Transformation Details" section.	No
File Validation Algorithm	Used to indicate algorithm used for file header, footer and checksum validation.	Yes (Conditional) **Note:** This is required when either "File Header Required" or "File Footer Required" flags in File Request Type or "Validate Checksum" flag in "File Upload Interface Master Configuration" is **True.**
Record Transformation Algorithm	Used to indicate algorithm called to transform uploaded file to the required ORMB compliance service schema.	Yes (Conditional) **Note:** This is required when "File Transformation Required" flag is **True.**
Error Record Maximum Retry	Used to define the number of maximum retry attempts allowed for any failed record. **Note:** The value should be greater than 0.	No
Validate Record Payload	Flag used to process only those records having payloads for all those configured services of File Request Type. For example, If services for Person, Account and Contract are configured for this File Request Type and legacy system wants to upload data only for Account using the same File Request Type, then Validate Service flag should be False.	No

Field Name	Description	Mandatory (Yes or No)
Display Profile ID	Used to select the display profile ID to be linked with the file request type. It is used to support client defined date format. **Note:** To select display profile ID, it is mandatory to define a display profile when you set up your users.	No
External System	Used to specify external system for a file request type. This is an info field.	No
Record Size Greater than 32KB	Flag used to optimize performance. If "True" then "REQUEST" field with "CLOB" data type will be used to capture file record payload. Else, record payload will be staged in "BO_DATA_AREA" field with "VARCHAR2(32000)" data type.	No

- **Services -** Used to define services to be executed for file requests. This section contains the following fields:

Field Name	Description	Mandatory (Yes or No)
Sequence	Used to define sequence of service invocation and execution.	Yes
Service Type	Used to define the type of service. The valid values are: - Business Object (BO) - Business Service (BS) - Service Script (SS)	Yes
Service Name	Used to specify the name of the service to be invoked and executed for every record processing.	Yes
FK Reference	Used to navigate to corresponding UI, to check the created or updated details.	No
Pre-Processing Algorithm	Used to specify algorithm to be used for pre-processing the execution of corresponding service. For example, this can be used to update the XML payload with more elements or override the operation based on the condition or skip this service execution.	No
Postprocessing Algorithm	Used to define the algorithm to be called after successful processing of a record.	No

Field Name	Description	Mandatory (Yes or No)
Operation	Used to define the operation to be performed for the individual Service (Business Object). The valid operations are: • Add • Update • Replace • Delete	No
Dependent Service Name	Used to address Payload nesting level and dependent service execution. This signifies parent-child relationship.	No
Defer Completion	Flag used to defer the completion of successfully processed request and the final status will be updated once corresponding BO Life cycle is completed. **Note:** An API is provided to update the final status of the respective request.	No

Note: One or more services can be configured. Service can be child of other service. Service with no interdependency can also be configured. Moreover it is typical for child service to be linked to primary service in a file request type; it is also possible to link child services as child objects to other child services. This allows hierarchies of objects to be modeled in a file request type.

- **Messages -** Used to define messages for file requests. This section contains the following fields:

Field Name	Description	Mandatory (Yes or No)
Message Category	Used to specify message category.	Yes
Message Number	Used to specify number to handle Retry or Sent for Approval status.	Yes
Message Text	Used to indicate description of message. This is read-only field.	No
Record Status	Used to specify status for every file record.	Yes

- **Transformation Details –** Used to define configuration for transforming for file requests. This section contains the following fields:

Field Name	Description	Mandatory (Yes or No)	Comments
File Segment Type	Used to define the file segment type. The valid values are: • Field Detail • File Footer • File Header	Yes	
Sequence	Used to map field values in CSV or PSV format files. The sequence number will be proportionate to the fields in a file.	Yes	For example, if a CSV file has a record details such as ZZBBSS1,CA,94701,true,Redwood Shores,USA,California There are seven comma-separated field values in this record. It refers that sequence numbers from one to seven can be configured. **Note:** You can map or configure same sequence number to multiple fields (Number of fields can refer to same field value provided in an individual record). Sequence Number "ZERO: 0" is reserved for capturing default values.
Field Name	Used to define unique field name, which will have the mapped file sequence field value.	Yes	A map with these configured "Field Names" and the corresponding "Field Values" is provided as an input to transformation algorithm.
Map Field XPath	Used to specify syntax in an XPath expression referencing elements in the instructions' referenced business objects.	No	**Note:** This is required if ORMB provided "File Request Transformation sample algorithm" is to be used.

Field Name	Description	Mandatory (Yes or No)	Comments
Required	Flag used to perform mandatory field level validations for every record while uploading data using File Transform and Upload (C1-FTRAN) Batch.	No	
Record Identifier	Flag used for checking duplicate entries of a file record before uploading in ORMB system.	No	This will also be used to get the file record identifiers field values and display those details on "File Record Identifier Details" zone in "File Record Detail" dashboard.
Default Value	Used to set the default values while formation of record payload.	Yes (Conditional) **Note:** This is required when "Sequence Number" is "ZERO: 0". Sequence Number "ZERO: 0" is reserved for capturing default values.	You can set default values to Date field using Date picker or using below listed predefined date constants: • ":BUS_DATE" for Business Date time - This will be process date time. • ":SYSDATE" for System date time - This will be System Date Time. • ":STD_DATE" for Standard date time - This will be LOCALE date time. You can also use either of the following constants defined in File Validation Algorithm: • ':DEFAULT1' • ':DEFAULT2' • ':DEFAULT3' • ':DEFAULT4' • ':DEFAULT5' For more information, refer to the Applying Default Values Set in File Validation Algorithm to a Field section in *File Upload Interface Quick Reference Guide*.

5. Enter the required fields.
6. Click **Save**. The new file request type is defined.

Note: If you want to define more than one message or service or transformation details for a file request type, click **Add** ( ) icon in the respective sections. Similarly, if you want to delete a message or service or transformation details, click **Delete** ( ) icon in the respective sections.

2.6 Deleting a File Request Type

To delete a File Request Type:

1. From the **Admin** menu, select **F** and then click **File Request Type**. Select **Search** from the options.

2. Search for the file request type. For information on searching a file request type, refer Searching a File Request Type section.

3. In the Search Results section, click the **Delete** (🗑) icon in the **Delete** column corresponding to the file request type that you want to delete.

   A message appears confirming whether you want to delete the file request type.

> **Note:** You can delete a file request type only when you have not uploaded a file in ORMB system using this File Request Type. Here, uploading a file relates to creating a file request.

4. Click **OK**. The file request type is deleted.

Tip: You can also view defined details of a file request type and accordingly decide to delete the respective request type. Click the **Broadcast** (📶) icon corresponding to the **File Request Type**. The **File Request Type** zone appears. Click on **Delete** button in the **Record Actions** section.

3. File Upload Dashboard

Once you create a file request, you can have an overview of uploaded files in ORMB staging using file upload dashboard. The file upload dashboard allows you to:

1. Search for file details
2. View files as per status
3. Update status of records
4. View File Record Service Details
5. View File Record Identifier Details
6. View File Record Status Transitions
7. View File Record Error Message History

To launch File Upload Dashboard:

1. From the main **Menu**, select **Tools** and click **File Upload Dashboard.**
2. The **Search File Detail** zone appears. This zone contains the following two sections:
   - **Search Criteria** - allows you to search for a file request using various search criteria
   - **Search Results** - allows you to view the search results based on the specified search criteria.

3.1 Searching File Details

The **Search File Detail** zone allows you to search for file detail using various search criteria. To search file details, you need to follow below steps:

1. From the main **Menu**, select **Tools** and click **File Upload Dashboard.**
2. The **Search File Detail** zone appears.

Figure 11: Searching File Details

3. This zone contains the following fields:

Field Name	Description	Mandatory (Yes or No)
File Name	Allows you to search by uploaded or staged file name.	Yes
File Request Type	Allows you to search by file request description.	Yes
File Status	Allows you to search by file request status. The valid values are: • Complete • Error	No

	• Pending • Reject	
External System	Allows you to search by external system.	No
File Business From Date	Allows you to search file details that are uploaded from legacy system on or after a particular date.	No
File Business To Date	Allows you to search file details that are uploaded from legacy system on or before a particular date.	No
File Upload From Date	Allows you to search file details that are uploaded or staged in ORMB system on or after a particular date.	No
File Upload To Date	Allows you to search file details that are uploaded or staged in ORMB system on or before a particular date.	No

4. Specify file name in **File Name** or select file request type from the **File Request Type** drop-down list. Note that specifying either of File Name or File Request Type criteria is **mandatory**.

   Tip: You can use the '%' wildcard character in File Name field.

5. Select status from the **File Status** drop-down list.

Note: Default value for File Status is set to Complete.

6. Click **Search**. The search results appear based on the specified search criteria.

3.2   Viewing File Details

When viewing file details, you have four options while selecting file status. They are:

- Complete - This status is applied only over those files that are successfully staged.
- Pending - This status is applied only over those files that hold partially uploaded records. For example, if a file has 10 records and only five records are successfully uploaded with remaining five failing due to some errors, the file status will be considered as Pending.
- Error - This status is applied only over those files that have records not uploaded due to any failed validations.
- Reject - This status is applied only over those files for which the File Validation Algorithm fails.

You have two modes to view file details based on their respective status:

1. View file details with Complete or Pending status
2. View file details with Error or Reject status

3.2.1   Viewing File Details with Complete or Pending Status

This section explains how to view file details with complete or pending status. It also explains how to view files in below mentioned status.

1. Pending
2. Processed
3. Error
4. Retry
5. Skipped
6. In Progress

You can also view file header and footer details of respective files.

3.2.1.1   Viewing Details of a File

1. From the main **Menu**, select **Tools** and click **File Upload Dashboard.**
2. The **Search File Detail** zone appears.
3. Specify file name in **File Name** or select file request type from the **File Request Type** drop-down list. Note that either of File Name or File Request Type filter criteria is **mandatory**.

   Tip: You can use the '%' wildcard character in File Name field.

4. Select **Complete** or **Pending** status from the File Status drop-down list.

Note: Default value for File Status is set to Complete.

5. Click **Search**. The search results appear based on the specified search criteria.
6. The Search Results section contains the following columns:

Column Name	Description
File ID	Used to display unique auto generated File ID.
File Name	Used to display name of the uploaded or staged file.
File Request Type	Used to display the file request type associated with this record.
Pending	Used to display number of records in Pending status. **Tip:** Click the link to view the file record detail.
Processed	Used to display number of records in Processed status. **Tip:** Click the link to view the file record detail.
Error	Used to display number of records in Error status. **Tip:** Click the link to view the file record detail.
Retry	Used to display number of records in Retry status. **Tip:** Click the link to view the file record detail.
Ignore	Used to display number of records in Ignore status. **Tip:** Click the link to view the file record detail.
Skipped	Used to display number of records in Skipped status. Tip: Click the link to view the file record detail.
In Progress	Used to display number of records in In Progress status. **Tip:** Click the link to view the file record detail.

Column Name	Description
Retry Limit Exceeded	Used to display number of records in Retry Limit Exceeded status. **Tip:** Click the link to view the file record detail.
Total Records	Used to display total number of records in this file. **Tip:** Click the link to view the file record detail.
File Business Date	Used to display the date on which the file was uploaded from legacy system. **Note:** This date is specified in file header and is referred and set using File Validation Algorithm.
File Upload Date Time	Used to display the date and time when file was uploaded or staged in ORMB system.

Figure 12: Viewing Details of a File

3.2.1.2   Viewing Linked File Request Type

1. From the main **Menu**, select **Tools** and click **File Upload Dashboard**.
2. The **Search File Detail** zone appears.
3. Specify file name in **File Name** or select file request type from the **File Request Type** drop-down list. Note that either of File Name or File Request Type filter criteria is **mandatory**.

   Tip: You can use the '%' wildcard character in File Name field.

4. Select **Complete** or **Pending** status from the **File Status** drop-down list.

Note: Default value for File Status is set to Complete.

5. Click **Search**. The search results appear based on the specified search criteria.

Figure 13: Viewing Linked File Request Type

6. Click on the link in **File Request Type** column. The **File Request Type** zone appears.
7. This zone contains the configurations of the selected file. The configured values are displayed across following sections:

- Main - Indicates the basic configuration details of a file request.
- Services – Indicates the defined services for a file request.
- Messages – Indicates the messages for a file request.
- Transformation Details – Indicates the defined configuration to transform file requests.
- Record Actions - Displays buttons to edit, delete and duplicate file request type.
- Record Information - Displays name and creation date, time of Business Object.

Figure 14: File Request Type Zone

3.2.1.3   Viewing Files in 'Pending' Status

To view the files in Pending status:

1. From the main **Menu**, select **Tools** and click **File Upload Dashboard.**

2. The **Search File Detail** zone appears.

3. Specify file name in **File Name** or select file request type from the **File Request Type** drop-down list. Note that either of File Name or File Request Type filter criteria is **mandatory**.

   Tip: You can use the '%' wildcard character in **File Name** field.

4. Select **Complete** or **Pending** status from the **File Status** drop-down list.

Note: Default value for File Status is set to Complete.

5. Click **Search**. The search results appear based on the specified search criteria.

6. In the **Search Results** section, click on the link in the **Pending** column to view the details.

Note: Each count is hyperlinked to respective status. You need to click on the respective count to view the respective details.

You must select a value greater than 0 in the corresponding column, for the results to appear on the File Record Detail screen.

7. The **File Record Detail** zone appears. It displays following information:

Column Name	Description
Request Id	Used to display the unique auto generated request id.
Record Payload	Used to display the payload used for request processing. Click on the **View Payload** (⊞) icon to view the record payload.
Transformed Record Payload	Used to display the transformed payload. Click on the **View Payload** (⊞) icon to view the record payload.
Retry Count	Used to display number of Retry attempts done.
Record Status	Used to display the record status.
Record Upload Date Time	Used to display the ORMB system date and time when the records were uploaded.
Record Update Date Time	Used to display the date and time of last updated records.

3.2.1.4 Viewing Files in 'Processed' Status

To view the files in Processed status:

1. From the main **Menu**, select **Tools** and click **File Upload Dashboard.**

2. The **Search File Detail** zone appears.

3. Specify file name in **File Name** or select file request type from the **File Request Type** drop-down list. Note that either of File Name or File Request Type filter criteria is **mandatory**.

   Tip: You can use the '%' wildcard character in **File Name** field.

4. Select **Complete** or **Pending** status from the **File Status** drop-down list.

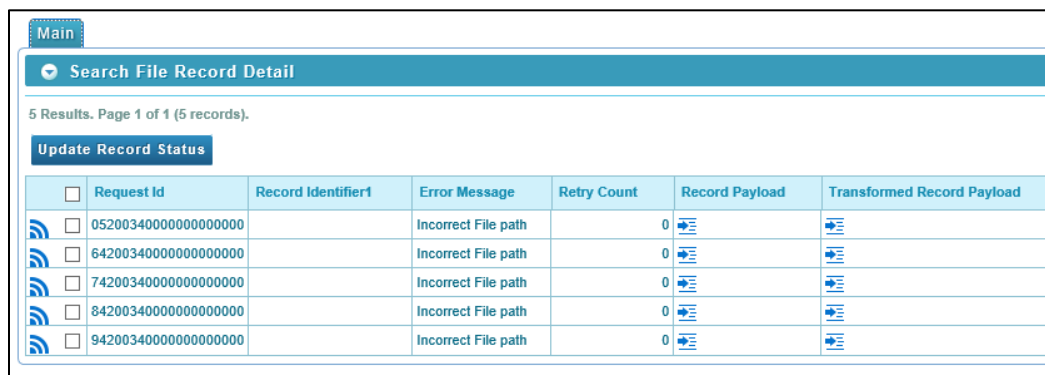**Note:** Default value for File Status is set to Complete.

5. Click **Search**. The search results appear based on the specified search criteria.

6. In the Search Results section, click on the link in the **Processed** column to view the details.

Note: You must select a value greater than 0 in the **Processed** column, for the results to appear on the File Record Detail screen.

7. The **File Record** list appears. It displays following information:

Column Name	Description
Request Id	Used to display the unique auto generated request id.
Record Payload	Used to display the payload used for request processing. Click on the **View Payload** (⊞) icon to view the record payload.
Transformed Record Payload	Used to display the transformed payload. Click on the **View Payload** (⊞) icon to view the record payload.
Retry Count	Used to display number of Retry attempts done.
Record Status	Used to display the record status.
Record Upload Date Time	Used to display the ORMB system date and time of uploading records.
Record Update Date Time	Used to display the date and time of record updation.

Figure 15: File Record List

3.2.1.5   Viewing Files in 'Error' Status

To view the files in Error status:

1. From the main **Menu**, select **Tools** and click **File Upload Dashboard.**

2. The **Search File Detail** zone appears.

3. Specify file name in **File Name** or select file request type from the **File Request Type** drop-down list. Note that either of File Name or **File Request Type** filter criteria is **mandatory**.

   Tip: You can use the '%' wildcard character in File Name field.

4. Select **Complete** or **Pending** status from the File Status drop-down list.

Note: Default value for File Status is set to Complete.

5. Click **Search**. The search results appear based on the specified search criteria.

6. In the Search Results section, click on the link in the **Error** column to view the details.

Note: Each count is hyperlinked to respective status. You need to click on the respective count to view the respective details.

You must select a value greater than 0 in the **Error** column, for the results to appear on the File Record Detail screen.

7. The **File Record Detail** zone appears. It displays following information:

Column Name	Description
Request Id	Used to display the unique auto generated request id.
Record Identifier	Flag used for checking duplicates entries of a file record before uploading in ORMB system.
Error Message	Used to display the error message of file request.
Retry Count	Used to display number of Retry attempts done.
Record Payload	Used to display the payload used for request processing. Click on the **View Payload** ( ) icon to view the record payload.
Transformed Record Payload	Used to display the transformed payload. Click on the **View Payload** ( ) icon to view the transformed payload.

Figure 16: Viewing Files in 'Error' Status

You also have an option to view details of Error message with respective number of records of the corresponding broadcasted file. This can be done using **File Records Error Message(s) List** zone.

To view error message list:

1. Click on the **Broadcast** ( ) icon corresponding to File ID column in **Search File Details Results** zone for which you need to view Error list.

Note: You will see details only for files in Error status.

2. The **File Records Error Message(s)** List zone appears. This zone contains the following sections:

Column Name	Description
Message Category	Used to display category of the message.
Message Number	Used to display number to handle Retry or Sent for Approval status.
Retry	Used to display number of records in Retry status. Tip: Click on count to view all the records with Retry status.
Retry Limit Exceed	Used to display number of records in Retry Limit Exceeded status. Tip: Click on count to view all the records with Retry Limit Exceeded status.
Error	Used to display number of records in Error status. Tip: Click on count to view all the records with Error status.

Figure 17: File Records Error Message(s) List

3.2.1.6   Viewing Files in 'Retry' Status

To view the files in Retry status:

1. From the main **Menu**, select **Tools** and click **File Upload Dashboard.**

2. The **Search File Detail** zone appears.

3. Specify file name in **File Name** or select file request type from the **File Request Type** drop-down list. Note that either of File Name or File Request Type filter criteria is **mandatory**.

    Tip: You can use the '%' wildcard character in **File Name** field.

4. Select **Complete** or **Pending** status from the **File Status** drop-down list.

Note: Default value for File Status is set to Complete.

5. Click **Search**. The search results appear based on the specified search criteria.

6. In the Search Results section, click on the link in the **Retry** column to view the details.

Note: You must select a value greater than 0 in the **Retry** column, for the results to appear on the **File Record Detail** screen.

7. The **File Record Detail** zone appears. It displays following information:

Column Name	Description
Request Id	Used to display the unique auto generated request id.
Record Identifier	Flag used for checking duplicates entries of a file record before uploading in ORMB system.
Error message	Used to display the error message of file request.
Retry Count	Used to display number of Retry attempts done.
Record Payload	Used to display the payload used for request processing. Click on the **View Payload** ( ) icon to view the record payload.
Transformed Record Payload	Used to display the transformed payload. Click on the **View Payload** ( ) icon to view the record payload.

8. Click on the **Broadcast** ( ) icon corresponding to Request Id column to view File Record Error Message History for that record.

3.2.1.7   Viewing Files in 'Skipped' Status

To view the files in Skipped status:

1. From the main **Menu**, select **Tools** and click **File Upload Dashboard.**

2. The **Search File Detail** zone appears.

3. Specify file name in **File Name** or select file request type from the **File Request Type** drop-down list. Note that either of File Name or File Request Type filter criteria is **mandatory**.

    Tip: You can use the '%' wildcard character in **File Name** field.

4. Select **Complete** or **Pending** status from the **File Status** drop-down list.

Note: Default value for File Status is set to Complete.

5. Click **Search**. The search results appear based on the specified search criteria.
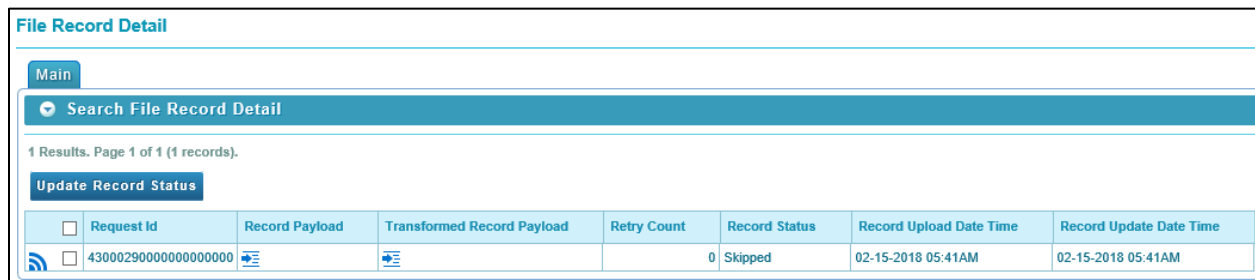
6. In the **Search Results** section, click on the link in the **Skipped** column to view the details.

Note: Each count is hyperlinked to respective status. You need to click on the respective count to view the respective details.

You must select a value greater than 0 in the **Skipped** column, for the results to appear on the **File Record Detail** screen.

---

7. The **File Record Detail** zone appears. It displays following information:

Column Name	Description
Request Id	Used to indicate the unique auto generated request id.
Record Payload	Used to display the payload used for request processing. Click on the **View Payload** (📥) icon to view the record payload.
Transformed Record Payload	Used to display the transformed payload. Click on the **View Payload** (📥) icon to view the record payload.
Retry Count	Used to indicate number of Retry attempts done.
Record Status	Used to indicate the status of the record.
Record Upload Date Time	Used to display the ORMB system date and time of uploading records.
Record Update Date Time	Used to display the date and time of record updation.

Figure 18: Viewing Files in 'Skipped' Status

8. Click **Broadcast** (📶) icon corresponding to Request Id to view service execution details, record identifier details, status transition and error message history details for that record.

3.2.1.8 Viewing Files in 'In Progress' Status

To view the file requests in the Progress status:

1. From the main **Menu**, select **Tools** and click **File Upload Dashboard.**

2. The **Search File Detail** zone appears.

3. Specify file name in **File Name** or select file request type from the **File Request Type** drop-down list. Note that either of File Name or File Request Type filter criteria is **mandatory**.

   Tip: You can use the '%' wildcard character in **File Name** field.

---

4. Select **Complete** or **Pending** status from the **File Status** drop-down list.

Note: Default value for File Status is set to Complete.

5. Click **Search**. The search results appear based on the specified search criteria.

6. In the Search Results section, click on the link in the **In Progress** column corresponding to the File ID to view the details.

7. The **File Request Detail** zone appears. It displays the selected Request ID with the status as In Progress in the Status column.

Note: You must select a value greater than 0 in the In Progress column, for the results to appear in the File Request Detail zone.

8. Click **Broadcast** ( ) icon to view the details in Status Transition zone. This zone displays the Status and Reason along with the Transition Date Time.

3.2.1.9   Viewing File Header and Footer Details

To view the file header and footer details:

1. From the main **Menu**, select **Tools** and click **File Upload Dashboard.**

2. The **Search File Detail** zone appears.

3. Specify file name in **File Name** or select file request type from the **File Request Type** drop-down list. Note that either of File Name or File Request Type filter criteria is **mandatory**.

    Tip: You can use the '%' wildcard character in **File Name** field.

4. Select **Complete** or **Pending** status from the **File Status** drop-down list.

Note: Default value for **File Status** is set to Complete.

5. Click **Search**. The search results appear based on the specified search criteria.

6. Click **Broadcast** ( ) icon corresponding to File ID to view the header and footer details.

7. The file header details appear in **File Header Detail** section. This section has following fields:

Field Name	Description
Header	Used to indicate the field name of respective 'Header Segment Type' in Transformation Details section.
Value	Used to indicate the value of respective Header Segment Type. **Note:** This column will show both, Header values specified in the file and Default value as specified in the Transformation Details.

Figure 19: File Header Detail

8. The file footer details appear in **File Footer Detail** section. This section has following fields:

Field Name	Description
Footer	Used to indicate the field name of respective 'Footer Segment Type' in Transformation Details section.
Value	Used to indicate the value of respective Footer Segment Type.
	Note: This column will show both, Footer values specified in the file and Default value as specified in the Transformation Details.

Figure 20: File Footer Detail

3.2.2 View Files with Error or Reject Status

1. From the main **Menu**, select **Tools** and click **File Upload Dashboard.**
2. The **Search File Detail** zone appears.
3. Specify file name in **File Name** or select file request type from the **File Request Type** drop-down list. Note that either of File Name or File Request Type filter criteria is **mandatory**.

   Tip: You can use the '%' wildcard character in **File Name** field.

4. Select **Error** or **Reject** status from the **File Status** drop-down list.

Note: Default value for File Status is set to Complete.

5. Click **Search**. The search results appear based on the specified search criteria.
6. The Search Results section contains the following columns:

Column Name	Description
File ID	Used to display unique auto generated File ID.
File Name	Used to display name of the uploaded or staged file.

File Request Type	Used to display the file request type associated with this record.
Error Message	Used to display the error message.
File Business Date	Used to display the date on which the file was uploaded from legacy system.
	Note: This date is specified in file header and is referred and set using File Validation Algorithm.
File Upload Date Time	Used to indicate the date and time when file was uploaded or staged in ORMB system.

Figure 21: View Files with Error or Reject Status

3.2.3   Viewing Specific File Record Details

This section lists and describes the following tasks you can perform when viewing file record details:

1. View File Record Service Details
2. View File Record Identifier Details
3. View File Record Status Transition Details
4. View File Record Error Message History Details

3.2.3.1   File Record Service Detail

The File Record Service Detail zone displays service execution details of the successfully processed records. To view file record service details:

1. From the main **Menu**, select **Tools** and click **File Upload Dashboard**.
2. The **Search File Detail** zone appears.
3. Specify file name in **File Name** or select file request type from the **File Request Type** drop-down list. Note that either of File Name or File Request Type filter criteria is **mandatory**.

   Tip: You can use the '%' wildcard character in **File Name** field.
4. Select **Complete** or **Pending** status from the **File Status** drop-down list.

Note: Default value for File Status is set to Complete.

5. Click **Search**. The search results appear based on the specified search criteria.
6. In the Search Results section, click on the link in any of the status columns.

Note: You must select a value greater than 0 in the respective columns, for the results to appear in the Search File Record Detail zone.

7. The **Search File Record Detail** zone appears. Click **Broadcast** ( ) icon corresponding to Request Id column.
8. The **File Record Service Detail** zone appears. This zone contains the following columns:

Column Name	Description
Sequence	Used to display sequence of service execution.
Service Name	Used to indicate the name of the invoked service for this record.
Entity Information	Used to display entity information for the FK Reference selected in Request Type screen.
Service Payload	Used to display the service transformed payload passed to the corresponding service for processing the record.
Service Record Status	Used to indicate the service level status of that record.

Figure 22: File Record Service Detail

3.2.3.2 File Record Identifier Detail

The **File Record Identifier Detail** zone displays the record identifier details of respective record within a file. To view file record identifier details:

1. From the main **Menu**, select **Tools** and click **File Upload Dashboard**.

2. The **Search File Detail** zone appears.

3. Specify file name in **File Name** or select file request type from the **File Request Type** drop-down list. Note that either of File Name or File Request Type filter criteria is **mandatory**.

    Tip: You can use the '%' wildcard character in **File Name** field.

4. Select **Complete** or **Pending** status from the File Status drop-down list.

Note: Default value for File Status is set to Complete.

5. Click **Search**. The search results appear based on the specified search criteria.

6. In the Search Results section, click on the link in any of the status columns.

Note: You must select a value greater than 0 in the respective columns, for the results to appear in the Search File Record Detail zone.

7. The **Search File Record Detail** zone appears. Click **Broadcast** (🔊) icon corresponding to Request Id column.

8. The **File Record Identifier Detail** zone appears. This zone contains the following columns:

Column Name	Description
Sequence	Used to display the order in which the records must be transformed.
Field Name	Used to indicate the field for which you want to define the record identifier.
Field Value	Used to display the field value for the record identifier.

Figure 23: File Record Identifier Detail

3.2.3.3   File Record Status Transition

The File Record Status Transition zone displays the status transition details of respective record within a file. To view file record status transition details:

1. From the main **Menu**, select **Tools** and click **File Upload Dashboard.**

2. The **Search File Detail** zone appears.

3. Specify file name in **File Name** or select file request type from the **File Request Type** drop-down list. Note that either of File Name or File Request Type filter criteria is **mandatory**.

    Tip: You can use the '%' wildcard character in **File Name** field.

4. Select **Complete** or **Pending** from the **File Status** drop-down list.

Note: Default value for File Status is set to Complete.

5. Click **Search**. The search results appear based on the specified search criteria.

6. In the Search Results section, click on the count in any of the status columns.

Note: You must select a value greater than 0 in respective columns, for the results to appear in the Search File Record Detail zone.

7. The **Search File Record Detail** zone appears. Click **Broadcast** ( ) icon corresponding to Request Id column.

8. The **File Record Status Transition** zone appears. This zone contains the following columns:

Column Name	Description
Transition Date Time	Used to display the status transition date and time of a file record.
Record Status	Used to display the status of transitioned records.
Status Update Reason	Used to display the reason of status updation.
Updated By	Used to display the name of the user who has transitioned the corresponding record status.

Figure 24: File Record Status Transition

3.2.3.4   File Record Error Message History

The File Record Error Message History zone displays the error details for the respective failed record within a file. To view error details:

1. From the main **Menu**, select **Tools** and click **File Upload Dashboard.**

2. The **Search File Detail** zone appears.

3. Specify file name in **File Name** or select file request type from the **File Request Type** drop-down list. Note that either of File Name or File Request Type filter criteria is **mandatory**.

   Tip: You can use the '%' wildcard character in **File Name** field.

4. Select **Complete** or **Pending** from the **File Status** drop-down list.

Note: Default value for File Status is set to Complete.

5. Click **Search**. The search results appear based on the specified search criteria.

6. In the Search Results section, click on the count in **Error** column.

Note: You must select a value greater than 0, for the results to appear in the Search File Record Detail zone.

7. The **Search File Record Detail** zone appears. Click **Broadcast** ( ) icon corresponding to Request Id column.

8. The **File Record Error Message History** zone appears. This zone contains the following fields:

Column Name	Description
Error Log Date Time	Displays the date and time of file record error log entry.
Error Message	Displays the file record error message.

	File Record Error Message History	
	Error Log Date Time	**Error Message**
1	06-17-2018 10:43PM	Input request field 61-EFFDATE has an invalid date 01-01-1950 in file 'PSVPersonAdd_19_18062018.psv' at record 1, expected in either yyyy-MM-dd or yyyy-MM-dd-HH-mm-ss format

Figure 25: File Record Error Message History

3.3   Updating Record Status

You can update file records with Pending or Error or Retry Limit Exceed status to 'Retry' status. To update record status, you need to follow below steps:

1. From the main **Menu**, select **Tools** and click **File Upload Dashboard.**

2. The **Search File Detail** zone appears.

3. Specify file name in **File Name** or select file request type from the **File Request Type** drop-down list. Note that either of **File Name** or **File Request Type** filter criteria is **mandatory**.

   Tip: You can use the '%' wildcard character in **File Name** field.

4. Select **Complete** or **Pending** from the **File Status** drop-down list.

Note: Default value for File Status is set to Complete.

5. Click **Search**. The search results appear based on the specified search criteria.

6. Click on the count present in **Pending** or **Error** or **Retry Limit Exceed** columns in Search Results section.

Note: Records with only Pending (PEN) or Error (ERR) or Retry Limit Exceed (RTLE) status can be updated.

Each status count is hyperlinked to respective detail. You need to click on the respective count to view the respective details.

You must select a value greater than 0 in the corresponding column, for the results to appear in the Search File Record Detail zone.

7. The **Search File Record Detail** screen appears. Select the Request Id whose status you want to update.

Figure 26: Updating Record Status

8. Click **Update Record Status** button. The **File Request Detail Update Reason** window appears. Enter a reason.

Figure 27: File Request Detail Update Reason

9. Click **OK**. The record status is updated.