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Oracle Revenue Management and Billing File Upload Interface User Guide

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Preface

About This Document

This document lists and describes various features of File Upload Interface utility in Oracle Revenue Management and Billing. It describes all screens related to 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.
Section 4	File Management System	Describes and explains the File Management System. It also explains how to search, view uploaded file details on SFTP server using the file management system

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.
Oracle Revenue Management and Billing File Upload Interface 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.

Conventions

The following conventions are used across the document:

Convention	Meaning
boldface	Boldface indicates graphical user interface elements associated with an action, or terms defined in the text.
italic	Italic indicates a document or book title.
`monospace`	Monospace indicates commands within a paragraph, URLs, code in examples, text that appears on the screen, or information that an end-user needs to enter in the application.

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 that 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.
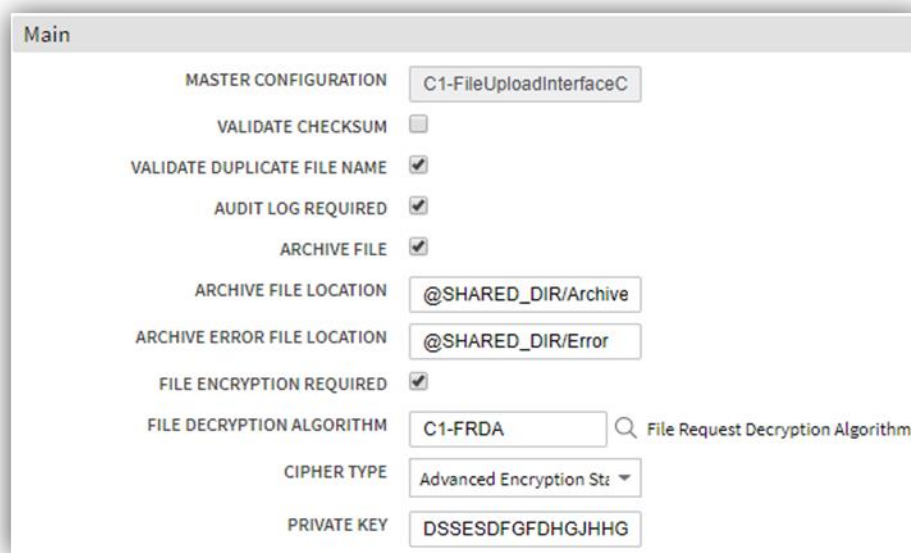
Figure 1: Master Configuration

2. The Master Configuration zone contains the following columns:

Column Name	Description
Master	Displays the name of the business object using which entity configuration is done
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 already 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

File Upload Interface Configuration defines the parameters used by the file upload and transform process. It lists the business object that 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 a list of master configurations.

3. The icons in Action column highlight their usage purpose.
    o Add – Used to add parameters to the master configuration
    o Edit – Used to edit existing configuration details

4. If Add button appears against a File Upload Interface Configuration, click Add button to add the configuration details.

Note: If a master configuration record does not exist for File Upload Interface, the Add button is visible against the File Upload Interface Configuration. If a master configuration record exists for File Upload Interface, then the Edit button is visible.

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 button against a File Upload Interface Configuration. The Master Configuration screen appears. It contains the following fields:

Field Name	Description	Mandatory (Yes/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 is done for that uploaded file.	No
Validate Duplicate File Name	Used to decide whether to check for duplicate file name before uploading a file If False, file with same name can be uploaded multiple times.	No
Audit Log Required	Used to decide whether to log transition of status after processing each 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 The path always starts with either: • **@SHARED_DIR** that is the configured path of shared directory • **@INSTALL_DIR** that is the configured path of installation directory, defined with the property: `spl.runtime.environ.SPLEBASE` in spl.properties file	Yes (mandatory if Archive File flag is True)

Field Name	Description	Mandatory (Yes/No)
Archive Error File Location	Used to specify the file path used for archiving the error files Path always starts with either: • @SHARED_DIR that is the configured path of shared directory • @INSTALL_DIR" that is the configured path of installation directory, defined with the property: `spl.runtime.environ.SPLEBASE` in spl.properties file	Yes (mandatory if 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 (mandatory if File Encryption Required flag is True)
Cipher Type	Used to get the encrypted keystore password that is required to read `ouaf_keystore` file that holds the encrypted file key The values available are: • AES - Advanced Encryption Standards • DES - Data Encryption Standard • RSA - RSA with AES • PGP – Pretty Good Privacy	Yes (mandatory if File Encryption Required flag is True)
Decryption Key	Private key used to decrypt the encrypted file Decryption key is updated in `ouaf_keystore` file and not stored in database.	Yes (mandatory if File Encryption Required flag is True)
Upload File Directory	Used to get the uploaded files on SFTP server in SFTP poller batch and used in File Management System UI to list all those uploaded files This is the directory path for files uploaded on SFTP server.	No

Figure 3: 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 that allows you to upload files in different formats and transforms the files to ORMB compliant formats. It also helps the system to understand how to process the uploaded file.

The File Request Type page 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 page consists of the following sections:

- **Search** - 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:
    - **File Request Type** - allows you search for a file request by name
    - **Description** - allows you to search for a file request by its description
  - **Search Results** - displays results based on the specified search criteria. It contains following columns:
    - **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** - displays details of the file request type. This zone contains the following sections:
  - **Main** - Indicates the basic configuration details of a file request
  - **Services** - Indicates the defined services for a file request
  - **Messages** – Indicates the message defined for a file request

- o **Transformation Details** – Indicates the defined configuration to transform file requests

- o **Record Actions** - Displays buttons to edit, delete and duplicate file requests

- o **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 4: File Request Type section

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 a file request type, navigate to Admin > F > File Request Type > Search. Click Add on the 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
- **Data Transformation** – 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/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 Valid formats are: CSV, XML, Fixed Position, JSON, PSV, Tilde Separated Values	Yes (mandatory if File Transformation Required check box is selected)
File Extension	Used to specify file extensions that are picked from SFTP server for upload and process batch execution	
Upload and Process File Simultaneously	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/No)
Root XML Tag	Used to indicate the name of root tag being used in client supported XML	Yes (mandatory if File Transformation Required check box is selected and File Format is XML)
File Header Required	Flag used to specify whether file will have header details If True, then first row data is 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 and would be used to get the header element block from the corresponding XML file	Yes (mandatory if File Format is XML and File Header Required check box is selected)
File Footer Required	Flag used to specify whether file has footer details. If True, then last row data is passed as header string to "File Validation Algorithm"	No
Footer XML Tag	Used to indicate the name of footer tag being used in XML and would be used to get the footer element block from the corresponding XML file	Yes (mandatory if File Format is XML and File Footer Required check box is selected)
Service	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 (mandatory if File Header Required or File Footer Required flags in File Request Type is True, or if Validate Checksum flag in File Upload Interface Master Configuration is True)

Field Name	Description	Mandatory (Yes/No)
Data Transformation Algorithm	Used to indicate the algorithm called to transform uploaded file to the required ORMB compliance service schema	Yes (mandatory if File Transformation Required check box is selected)
Maximum Retry for Error Record	Used to define the maximum number of 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	Used to select the display profile to be linked with the file request type It is used to support client defined date format.	No
Date Format	Used to define the client supported date format **Note:** This field is visible and mandatory only if Display Profile selected is **Other**.	Yes (mandatory if Display Profile selected is Other)
Time Format	Used to define the client supported time format **Note:** This field is visible and mandatory only if Display Profile selected is **Other**.	Yes (mandatory if Display Profile selected is Other)
File Upload Approval Required	Used to specify if this file request type corresponding file is uploaded using approval workflow	No
External System	Used to specify external system for a file request type. This is an info field.	No
File Record Size Greater than 32 KB	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	No
Static Header	Flag used to configure only static header details. No header will be provided in a file.	No
Static Footer	Flag used to configure only static footer details. No footer will be provided in a file.	No

Field Name	Description	Mandatory (Yes/No)
File Encryption Required	Flag to be used if the encrypted file is to be uploaded for this FRT.	No
Group Duplicate Records	Flag used if we want to synchronously (in a single workunit) process identical group of records identified using Duplicate Record Identifier Expression	No
Duplicate Record Identifier Expression	This expression will be used to identify the identical records with in a same file. Field Name's configured in Field Transformation with combination of Operators "&&", "||" can be used to create an expression.	Yes (mandatory if Group Duplicate Records flag is selected)
Duplicate Records Order By	Used to specify the processing order for group of identical records that are to be synchronously processed. Field Name's configured in Field Transformation can be used to define Order By clause. By default identical record group will be ordered in ascending order for this defined fields. If required to order in descending order then use ":D" string with that corresponding field.	No

Figure 5: 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 ( ) button on File Request Type Search zone.

3. The File Request Type zone appears.

Note: Ensure that you expand the Services section while defining, editing, or copying a file request type.

The Services section consists of following fields:

Field Name	Description	Mandatory (Yes/No)
Sequence	Used to define the sequence of service invocation and execution	Yes
Service Type	Used to define the type of service 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 the algorithm to be used for pre-processing the execution of corresponding service	No
Post-Processing Algorithm	Used to define the algorithm to be called after successful processing of a record	No
Operation	Used to define the operation to be performed for the individual Service (Business Object) Valid operations are: • Add • Update • Replace • Delete	No
Dependent Service Name	Used to address Payload nesting level and dependent service execution and signifies parent-child relationship	No
Defer Completion	Flag used to defer the completion of successfully processed request and the final status is updated once the corresponding BO Life cycle is completed **Note:** An API is available to update the final status of the respective request.	No

> **Note:** You can configure one or more services. A device can be the child of another service. You can also configure a service with no inter-dependency. Moreover, it is typical to link a child service to the 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 modelled 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

9.   Processing Algorithm fields. You can use the Search ( ) icon to search for respective algorithms.

10. Select the operation mode to be performed from the Operation drop-down list.

11. Specify a child of other service in Dependent Service Name field.

12. 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. To do this, click Add icon corresponding to the Sequence field. To remove a service from the file request type, click Delete icon corresponding to that service.

Figure 6: Defining Services

2.1.3   Defining Messages for File Request Type

The Messages section allows you to update the status of error file record 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 7: 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 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/No)
Message Category	Used to specify message category	Yes
Message Number	Used to specify number to handle Retry or Sent for Approval status	Yes
File 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 button 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 button corresponding to Message Category field. To remove a message from the file request type, click Delete button corresponding to that service.

2.1.4 Defining Data Transformation 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 complies with ORMB service schema.

To define transformation details, you must ensure that the Data Transformation Required flag is set as True.

Figure 8: Defining Data 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 ( ) button on File Request Search Type zone.

3. The File Request Type zone appears. Ensure that you expand the Transformation section when you are defining, editing, or copying a file request type. The Transformation section consists of following fields:

Field Name	Description	Mandatory (Yes/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 fields (Number of fields can refer to same field value provided in an individual record). Sequence Number "ZERO: 0" is reserved 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
Source Field Path	Used to specify field Xpath expression referencing elements in XML/JSON file to be uploaded by legacy system	No	This is required if you have selected 'XML' or 'JSON' as file format type.
Map Field XPath	Used to specify syntax in an Xpath expression referencing elements in the instructions' referenced business objects	No	This is required if ORMB provided "Data 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	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	This is required if you have selected 'Fixed Position' as file format type.
Required	Flag used to perform mandatory field level validations for every record while uploading data using File Transform and Upload (C1-FTRAN) Batch	No	

Field Name	Description	Mandatory (Yes/No)	Comments
File Record Identifier	Flag used to tag a field as a record identifier which will be used to represent a file record on "File Record Details" UI in "File Upload Dashboard".	No	
Default Value	Used to set the default values while formation of record payload	Yes Mandatory when "Sequence Number" is "ZERO: 0" or EDIT INPUT flag is selected Sequence Number "ZERO: 0" is reserved for capturing default values.	You can set default values using a literal value or using the predefined constants or provided functions: ":BUS_DATE" for Business Date -This is process date. ":SYSDATE" for System date– This is System Date. ":STD_DATE" for Standard date - This will be LOCALE date. ":BUS_DTTM" for Business Date time- This is process date time. ":SYS_DTTM" for System date time – This is System Date Time. ":STD_DTTM" 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. Use listed functions for fetching ORMB entity identifiers using FETCH functions, for handling the conditional value mapping using SCRIPT function, TODO generation at record level or file level using TODO function, handling mathematical expressions using EVAL function, getting any element value from either BO or BS applying filters using COPY function.

Field Name	Description	Mandatory (Yes/No)	Comments
SKIP VALIDATION	Flag used to skip the validation for length check done using corresponding field meta-data by file upload batch.		
EDIT INPUT	Flag used to manipulate the input field value using default value configuration for those having SEQUENCE defined other than ZERO.		
DATE/TIME FORMAT	Used to parse the input field date in client date format.		If input date format is other than that supported by ORMB i.e. 'yyyy-MM-dd-HH.mm.ss' or only 'yyyy-MM-dd', then, it is required to mention the Date or DateTime format provided for this.

4. Enter sequence, field name in respective fields: Sequence, Field Name.
5. Enter path in an XPath expression in Source Field XPath field.
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, Skip Validation, Edit Input check boxes, if required.
8. Enter the date format if provided input date is not in ORMB supported date format.

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

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.

9. 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:

Field 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

File Request Type List

FILE REQUEST TYPE			DESCRIPTION	

10 Results. Page 1 of 24 (233 records).

Hide Filters

		FILE REQUEST TYPE	DESCRIPTION	EDIT	DELETE	DUPLICATE
	1	ABCDEFGHTUK	rgdygd	✏	· 🗑	📋
	2	ABCTEST	rgdygd	✏	🗑	📋
	3	ACCBALCNT_CSV	Account Balance	✏	🗑	📋
	4	ACCOUNT CONVERSION	Account Service Inbound	✏	🗑	📋
	5	ACCOUNTADDXML	Account Add Xml	✏	🗑	📋
	6	ACCOUNTDELETE	Account delete	✏	🗑	📋

Figure 9: 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.
- **Data Transformation**– Used to define configuration for file data transformation.
- **Record Actions** - Displays buttons to edit, delete and duplicate file request type.
- **Record Information** - Displays name and creation date, time of Business Object.

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

Field Name	Description
File Request Type	Used to display the name of file request type
Description	Used to display the description of file request type
Data 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
Upload and Process File Simultaneously	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

Field Name	Description
Data Transformation Algorithm	Used to indicate algorithm called to transform uploaded file to the required ORMB compliance service schema
Maximum Retry for Error Record	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	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 field is just for information.
File Record Size Greater than 32KB	Used to indicate whether "REQUEST" field with "CLOB" data type is used to capture file record payload

7. Services 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
Post-Processing 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
	Note: This signifies a 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

8. Messages 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
Record Status	Used to indicate the status of every failed file record

9. Data Transformation section defines configuration for transforming file requests. It contains three sections:

- Header Transformation
- Footer Transformation
- Field Transformation

Transformation details are captured for the following fields:

Field Name	Description
Sequence	Used to indicate sequence of service invocation and execution while uploading data using File Transform and Upload (C1-FTRAN) Batch
Field Name	Used to indicate field name specific to Payment stage upload and Transaction business services file request transformation
Source Field Path	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 uploading data using File Transform and Upload (C1-FTRAN) Batch
Required	Flag used to perform mandatory field level validations for every record while uploading data using File Transform and Upload (C1-FTRAN) Batch
File 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 payload field/element
SKIP VALIDATION	Flag used to skip the validation for length check done using corresponding field meta-data by file upload batch.
EDIT INPUT	Flag used to manipulate the input field value using default value configuration for those having SEQUENCE defined other than ZERO.
DATE/TIME FORMAT	Used to parse the input field date in client date format.

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. Follow the procedure below 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/No)
File Request Type	Used to define name of the file request type	Yes
Description	Used to define description of file request type	Yes
Data 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
Upload and Process File Simultaneously	Flag used to upload and process file records in a single batch using File Transform and Upload (C1-FTRAN) batch **Note:** If the flag is True, you need not 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.

Field Name	Description	Mandatory (Yes/No)
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.
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/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.
Data 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 "Data Transformation Required" flag is True.
Maximum Retry for Error Record	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	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 field is just for information	No

Field Name	Description	Mandatory (Yes/No)
File Record Size Greater than 32KB	Flag used to optimize performance If "True" then "REQUEST" field with "CLOB" data type is used to capture file record payload. Else, record payload is 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/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
Post-Processing Algorithm	Used to define the algorithm to be called after successful processing of a record	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 modelled 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/No)
Message Category	Used to specify message category	Yes
Message Number	Used to specify number to handle Retry or Sent for Approval status	Yes
Record Status	Used to specify status for every file record	Yes

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

Field Name	Description	Mandatory (Yes/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 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.

Field Name	Description	Mandatory (Yes/No)	Comments
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.
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.

Field Name	Description	Mandatory (Yes/No)	Comments
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 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.

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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 sections detailed in section 2.4.
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 if you have not uploaded a file in ORMB system using the corresponding File Request Type.

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:

- Search for file details
- View files as per status
- Update status of records
- Tag File details for archival
- Tag Record details for archival
- View File Record Service Details
- View File Record Identifier Details
- View File Record Status Transitions
- 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 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 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 zone appears.

Figure 10: Searching File Details

3. This zone contains the following fields:

Field Name	Description
File Name	Allows you to search by uploaded or staged file name

Field Name	Description
File Request Type	Allows you to search by file request type
File Status	Allows you to search by file status. Valid values are, • Approval Pending • Completed • Error • Pending • Rejected
External System	Allows you to search by external system
File Business From Date	Allows you to search file details that are uploaded from legacy system on or after a particular date
File Business To Date	Allows you to search file details that are uploaded from legacy system on or before a particular date
File Upload From Date	Allows you to search file details that are uploaded or staged in ORMB system on or after a selected date
File Upload To Date	Allows you to search file details that are uploaded or staged in ORMB system on or before a selected date
Ready for Archival	Allows you to search file details that are tagged for archival
File ID	Allows you to search file details with respect to a file ID

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

3.2 Viewing File Details

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

• **Completed** – Files that are successfully staged
• **Pending** – 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** – Files that have records not uploaded due to any failed validations
• **Rejected** – Files for which the File Validation Algorithm fails
• **Approval Pending** – Files for which approval is required

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

• View file details for all uploaded files

- View file details with Completed or Pending status
- View file details with Error or Rejected status
- View file details with Approval Pending status

3.2.1 Viewing File Details for all upload files

This allows you to view all the uploaded files irrespective of its file status.

3.2.2 Viewing File Details with Completed or Pending Status

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

- Pending
- Processed
- Error
- Retry
- Skipped
- In Progress

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

3.2.2.1 Viewing Details of a File

1. From the main Menu, select Tools and click File Upload Dashboard.
2. Search File zone appears.
3. Specify file name in File Name or select file request type from the File Request Type drop-down list.

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

4. Select Completed or Pending status from the File Status drop-down list.
5. Click Search. The search results appear based on the specified search criteria.

The Search Results section contains the following columns:

Field 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 file
Status	Used to display the file status
Go To Batch Run Tree	Used to navigate to Batch Run Tree Tip: Click the link to check the Batch execution details on Batch Run Tree

Field Name	Description
Pending Records	Used to display number of records in Pending status
	Tip: Click the link to view the file record detail
Processed Records	Used to display number of records in Processed status
	Tip: Click the link to view the file record detail
Error Records	Used to display number of records in Error status
	Tip: Click the link to view the file record detail
Retry Records	Used to display number of records in Retry status
	Tip: Click the link to view the file record detail
Ignore Records	Used to display number of records in Ignore status
	Tip: Click the link to view the file record detail
Skipped Records	Used to display number of records in Skipped status
	Tip: Click the link to view the file record detail
In Progress Records	Used to display number of records in In Progress status
	Tip: Click the link to view the file record detail
Records with 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 11: Viewing Details of a File

3.2.2.2   Viewing Linked File Request Type

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

3. Specify file name in File Name or select file request type from the File Request Type drop-down list.

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

---

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

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

		FILE ID	FILE NAME	FILE REQUEST TYPE	STATUS	GO TO BATCH RUN TREE	PENDING RECORDS	PROCESSED RECORDS	ERROR RECORD
📶	☐	0000005930	CSVPerson_Add_Auto_08.csv	AN_PERSON	Completed	C1-FTRAN: 59	0	1	0
📶	☐	0000005929	t001wsc_31032020_01.csv	transaction upload staging csv	Error	C1-FTRAN: 58	0	0	0
📶	☐	0000005928	t001wsc_31032020_01.csv	transaction upload staging csv	Completed	C1-FTRAN: 57	0	0	4
📶	☐	0000005927	t001wsc_31032020_01.csv	transaction upload staging csv	Completed	C1-FTRAN: 56	0	4	0
📶	☐	0000005926	CSVPerson_Add_Auto_08.csv	AN_PERSON	Completed	C1-FTRAN: 55	0	1	0

Figure 12: Navigate to 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

- **Data Transformation**– Indicates the defined configuration to transform file requests

Main

FILE REQUEST TYPE	TXNADD	DESCRIPTION	transaction upload stagin
DATA TRANSFORMATION REQUIRED	☑	FILE ATOMICITY	☐
FILE FORMAT	Comma Separated Value ▾	FILE EXTENSION	csv
UPLOAD AND PROCESS FILE SIMULTANEOUSLY	☑		
FILE HEADER REQUIRED	☑		
FILE FOOTER REQUIRED	☑		
STATIC HEADER	☐	STATIC FOOTER	☐
SERVICE LOG REQUIRED	☑	SKIP DUPLICATES	☐
FILE VALIDATION ALGORITHM	C1-FRHVA 🔍 Sample File Validation Algorithm	DATA TRANSFORMATION ALGORITHM	C1-FRTA 🔍 Data Transformation Algorithm
MAXIMUM RETRY FOR ERROR RECORD	3	VALIDATE RECORD PAYLOAD	☐
DISPLAY PROFILE	Other ▾	FILE UPLOAD APPROVAL REQUIRED	☐
DATE FORMAT	dd-MM-yyyy	TIME FORMAT	HH.mm.ss
FILE ENCRYPTION REQUIRED	☑	DUPLICATE RECORD IDENTIFIER EXPRESSION	TXNRECTYPECD&&/
GROUP DUPLICATE RECORDS	☐	DUPLICATE RECORDS ORDER BY	TXNDTTM :D
EXTERNAL SYSTEM		FORCE FILE ARCHIVAL	☑
FILE RECORD SIZE GREATER THAN 32 KB	☐		

Services

		SEQUENCE	SERVICE TYPE	SERVICE NAME	FK REFERENCE	PRE-PROCESSING ALGORITHM	POST-PROCESSING ALGORITHM	OPERATION	DEPENDENT SERVICE NAME	DEFER COMPLETION
➕	🗑	10	Business Object ▾	C1_PERSON_BO 🔍	C1-PER 🔍 Person	🔍	🔍	Update ▾		☐
➕	🗑	20	Business Object ▾	C1-AccountBO 🔍	C1-ACCT 🔍 Account	🔍	🔍	Update ▾	C1_PERSON_BO	☐
➕	🗑	30	Business Object ▾	C1_SA 🔍	SA 🔍 Service Agreement	🔍	🔍	Update ▾	C1-AccountBO	☐
➕	🗑	40	Business Object ▾	C1_PLASGNADD 🔍	C1-PLID 🔍 Price List ID	🔍	🔍	Add ▾	C1-AccountBO	☐

Figure 13: File Request Type Zones

3.2.2.3   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 zone appears.
3. Specify file name in File Name or select file request type from the File Request Type drop-down list.

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

4. Select Completed or Pending status from the File Status drop-down list.
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 Details zone appears. It displays following information:

Field Name	Description
File Record 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 Payload	Used to display the transformed payload. Click on the View Payload icon to view the record payload
Ready For Archival	Used to display the archival tagged status of the record
Record Identifiers 1 to 5	Used to display the record identifiers of the corresponding record
Upload Date Time	Used to display the ORMB system date and time when the records were uploaded
Last Update Date Time	Used to display the date and time of last updated records

3.2.2.4   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 zone appears.
3. Specify file name in File Name or select file request type from the File Request Type drop-down list.

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

4. Select Completed or Pending status from the File Status drop-down list.
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 Records list appears. It displays following information:

Field Name	Description
File Record 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 Payload	Used to display the transformed payload. Click on the View Payload icon to view the record payload

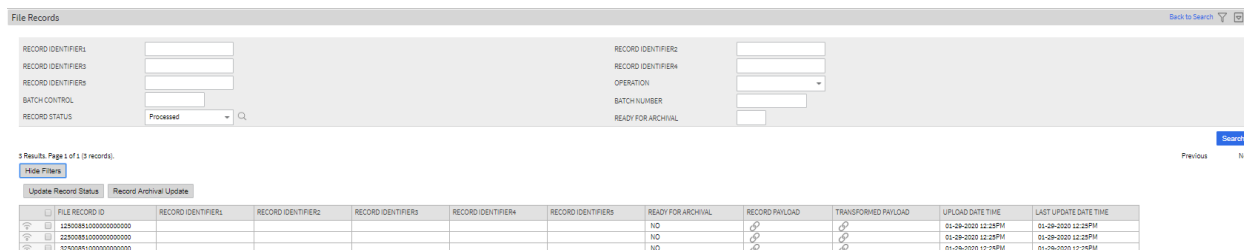| Field Name	Description
Ready For Archival	Used to display the archival tagged status of the record
Record Identifiers 1 to 5	Used to display the record identifiers of the corresponding record
Upload Date Time	Used to display the ORMB system date and time of uploading records
Last Update Date Time	Used to display the date and time of record updates

Figure 14: File Records

3.2.2.5   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 zone appears.
3. Specify file name in File Name or select file request type from the File Request Type drop-down list.

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

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

7. You must select a value greater than 0 in the Error column, for the results to appear on the File Record Detail screen.
8. The File Record Details zone appears. It displays following information:

Field Name	Description
File Record ID	Used to display the unique auto generated request id
Ready For Archival	Used to display the archival tagged status of the record
Record Identifiers 1 to 5	Used to display the record identifiers of the corresponding record
Error Message	Used to display the error message of file request

Field Name	Description
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 15: 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 Error Message 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 Error Message List zone appears. This zone contains the following sections:

Field 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 Records	Used to display number of records in Retry status Tip: Click on count to view all the records with Retry status.
Records with Retry Limit Exceeded	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 Records	Used to display number of records in Error status Tip: Click on count to view all the records with Error status.

Figure 16: File Error Message List

3.2.2.6 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 zone appears.
3. Specify file name in File Name or select file request type from the File Request Type drop-down list.

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

4. Select Completed or Pending status from the File Status drop-down list.
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 Details screen.

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

Field Name	Description
File Record ID	Used to display the unique auto generated request id
File 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
Ready For Archival	Used to display the archival tagged status of the record
Record Identifiers 1 to 5	Used to display the record identifiers of the corresponding record
Transformed 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.

3.2.2.7 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 zone appears.

3. Specify file name in File Name or select file request type from the File Request Type drop-down list.

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

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

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.

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

The File Record Details zone appears. It displays following information:

Field Name	Description
File Record 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 Payload	Used to display the transformed payload. Click on the View Payload icon to view the record payload
Ready For Archival	Used to display the archival tagged status of the record
Record Identifiers 1 to 5	Used to display the record identifiers of the corresponding record
Upload Date Time	Used to display the ORMB system date and time of uploading records
Last Update Date Time	Used to display the date and time of record update

Figure 17: 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.

3.2.2.8   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 zone appears.
3. Specify file name in File Name or select file request type from the File Request Type drop-down list.

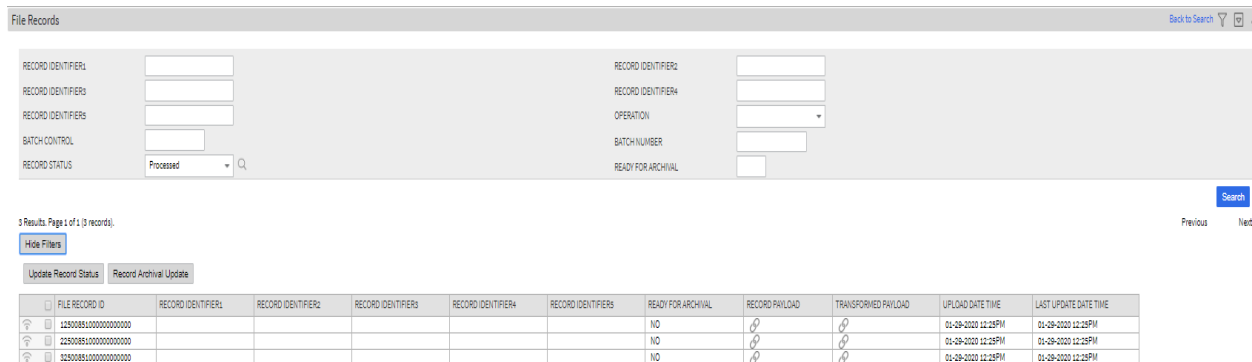Tip: You can use the '%' wildcard character in File Name field.

4. Select Completed or Pending status from the File Status drop-down list.
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 Record Details 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 Record Details 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.

3.2.2.9   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 zone appears.
3. Specify file name in File Name or select file request type from the File Request Type drop-down list.

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

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

File Header Detail

	HEADER	VALUE
1	BO_STATUS_CD	UPLD
2	BUSINESSDATE	:SYS_DTTM
3	CONCAT_TEST	CONCAT(BO_STATUS_CD||TXNSOURCECD)
4	HDR_EVAL_TEST	EVAL([(HDR_FLD1+HDR_FLD2+11)/(6+5)];INPUT[HDR_FLD1,HDR_FLD2])
5	HDR_FLD1	22
6	HDR_FLD2	44
7	HDRSTRING	H
8	HEADERNBRRECS	1
9	HEADERTXNAMT	40000
10	HEADERTXNVOL	300

Figure 18: File Header Detail

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.

File Footer Detail

	FOOTER	VALUE
1	FTRSTRING	F

Figure 19: File Footer Detail

3.2.3 View Files with Error or Rejected Status

1. From the main Menu, select Tools and click File Upload Dashboard.
2. The Search File zone appears.
3. Specify file name in File Name or select file request type from the File Request Type drop-down list.

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

4. Select Error or Rejected status from the File Status drop-down list.
5. Click Search. The search results appear based on the specified search criteria.
6. The Search Results section contains the following columns:

Field 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

Search File

3 Results. Page 1 of 1 (3 records).   Previous

Expand Filters

File Archival Update

	FILE ID	FILE NAME	FILE REQUEST TYPE	GO TO BATCH RUN TREE	ERROR MESSAGE	TOTAL RECORDS	FILE BUSINESS DATE	FILE UPLOAD DATE TIME
	0000005929	t001wsc_31032020_01.csv	transaction upload staging csv	C1-FTRAN: 38	Header data transformation detail mismatch in t001wsc_31032020_01.csv file	4	04-03-2020	04-03-2020 04:11PM
	0000005916	t001wsc_31032020_01.csv	transaction upload staging csv	C1-FTRAN: 45	Forced file archival. Updated file status to error.	4	04-03-2020	04-03-2020 10:34AM
	0000005915	t001wsc_31032020_01.csv	transaction upload staging csv	C1-FTRAN: 44	Forced file archival. Updated file status to error.	4	04-03-2020	04-03-2020 10:30AM

Figure 20: View Files with Error or Rejected Status

3.2.4 Viewing Specific File Record Details

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

- View File Record Service Details
- View File Record Identifier Details
- View File Record Status Transition Details
- View File Record Error Message History Details

3.2.4.1 File Record Service Details

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 zone appears.
3. Specify file name in File Name or select file request type from the File Request Type drop-down list.

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

4. Select Completed or Pending status from the File Status drop-down list.
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 File Record Details zone.

7. The File Record Details zone appears. Click Broadcast icon corresponding to Request Id column.
8. The File Record Service Details zone appears. This zone contains the following columns:

| Field 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

File Record Service Details

	SEQUENCE	SERVICE NAME	ENTITY INFORMATION	SERVICE PAYLOAD	SERVICE RECORD STATUS
1	10	C1_PERSON_BO	LastName,FirstName 999-48-9995 ▾	🔗	Processed
2	20	C1-AccountBO	LastName,FirstName - California, Balance: $0.00; ▾	🔗	Processed
3	30	C1_SA	Banking Services CA/California, , Active,03-06-2020, Balance:$0.00 ▾	🔗	Processed
4	40	C1_PLASGNADD	7664702605,VISACOPY2,Effective Start Date:01-01-2009,Effective End Date:,Standard	🔗	Processed

Figure 21: File Record Service Details

3.2.4.2   File Record Identifier Details

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.

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

4. Select Completed or Pending status from the File Status drop-down list.
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 File Record Details zone.

7. The File Record Details zone appears. Click Broadcast icon corresponding to Request Id column.
8. The File Record Identifier Details zone appears. This zone contains the following columns:

Field Name	Description
Sequence	Used to display the order in which the records must be transformed

Field Name	Description
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 22: File Record Identifier Details

3.2.4.3   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 zone appears.
3. Specify file name in File Name or select file request type from the File Request Type drop-down list.

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

4. Select Completed or Pending from the File Status drop-down list.
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 File Record Details zone.

7. The File Record Details zone appears. Click Broadcast icon corresponding to Request Id column.
8. The File Record Status Transition zone appears. This zone contains the following columns:

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

Figure 23: File Record Status Transition

3.2.4.4 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.

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

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

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 File Record Detail zone.

7. The File Record Details 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:

Field 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

Figure 24: 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 zone appears.

---

3. Specify file name in File Name or select file request type from the File Request Type drop-down list.

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

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

5. Click Search. The search results appear based on the specified search criteria. 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 Record with Retry Limit Exceeded (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

6. Search File Record Details zone. The File Record Details screen appears. Select the Request Id whose status you want to update.
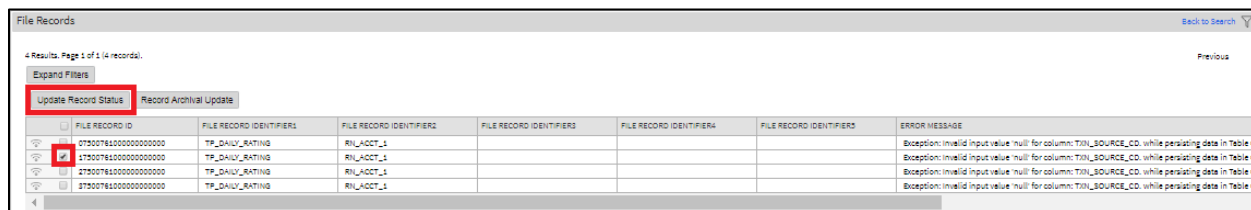

Figure 25: Updating Record Status

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

Figure 26: File Record Details Update Reason

8. Click OK. The record status is updated.

3.4 Tag File for Archival

You can tag file details for archival. To tag the file for archival, you need to follow below steps:

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

2. The Search File zone appears.

3. Enter the required filter criteria (OPTIONAL)

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

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

5. Select those required files to be archived.

Figure 27: Updating Record Status

6. Click File Archival Update button. The File Upload Data Archival Tag Update pop-up appears. Enter **Y** to mark for archival and **N** to unmark for archival

Figure 28: File Upload Data Archival Tag Update

7. Click OK. Selected files will be tagged for archival.

3.5 Tag File Records for Archival

You can tag specific file record details for archival. To tag the records for archival, you need to follow below steps:

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

2. The Search File zone appears.

3. Enter the required filter criteria (OPTIONAL)

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

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

5. Click on status link that is to be updated to tag the records.

6. Select those required records to be archived.

Figure 29: Updating Record Status

7. Click Record Archival Update button. The File Upload Data Archival Tag Update pop-up appears. Enter **Y** to mark for archival and **N** to unmark for archival.

Figure 30: File Upload Data Archival Tag Update

8. Click OK. Selected files will be tagged for archival.

4.   File Management System

You can have an overview of uploaded files in SFTP server using file management system. The file management allows you to:

- Search files
- View files as per status

To launch File Management System:

1. From the main Admin Menu, select F and click File Management System.
2. The Search File Management System zone appears. This zone contains the following two sections:
    - **Search Criteria** - allows you to search for an uploaded file using various search criteria
    - **Search Results** - allows you to view the search results based on the specified search criteria.

4.1 Searching File

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

1. From the main Admin Menu, select F and click File Management System.
2. The Search File zone appears.

Figure 31: Searching File

3. This zone contains the following fields:

Field Name	Description	Mandatory (Yes/No)
File Name	Allows you to search by uploaded or staged file name	No
File Request Type	Allows you to search by files uploaded with this file request type	No
File Status	Allows you to search by file request status Valid values are: • Ready to Upload • Copy in Progress • Approval Pending • Pending to Process	No
File Path	Allows you to search by uploaded file path on SFTP server	No

Field Name	Description	Mandatory (Yes/No)
File Upload From Date	Allows you to search by files uploaded from this date	No
File Upload To Date	Allows you to search by files uploaded till this date	No

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

4.2 Viewing Uploaded File Details

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

- Ready To Upload
- Copy in Progress
- Approval Pending
- Pending to Process

1. From the main Admin Menu, select F and click File Management System.
2. The Search File Management System zone appears.
3. If required, you can specify any of the filter criteria. Filter criteria is optional.

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

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

Field Name	Description
File Name	Name of the uploaded file
File Request Type	This column will have value for only those files that has already been uploaded in ORMB staging with 'Pending' and 'Approval Pending' status.
File Path	File Path for files that has already been uploaded in ORMB staging will always be 'ORMB Staging'
File Status	Uploaded file available with this status
File Size	File Size will be shown for only those files that has not yet uploaded in ORMB staging.
File Upload Approval Required	This is the flag to show whether approval is required to process this file.
Approval Transaction ID	This is the approval transaction ID of the file. This will be a hyperlink, on click it will navigate to its corresponding approval transaction.
Upload Date Time	File upload date time on SFTP server

6. You can have an overview of list of files uploaded on SFTP server.
7. In addition to these, this list will also have those files in ORMB staging with 'Pending' and 'Approval Pending' status i.e. files that has been uploaded in ORMB staging but not processed.

8. File overview is categorized into four different file status,

- Ready To Upload – These files available to upload in ORMB staging.

- Copy in Progress – File upload on SFTP server is in progress.

- Approval Pending – File uploaded in ORMB staging and awaiting for approval required to process the file.

- Pending to Process – File uploaded in ORMB staging and now available to process.

	File Name	File Request Type	File Path	File Status	File Size (KB)	File Upload Approval Required	Approval Transaction ID	Upload Date Time
1	Country_21122018_2.txt	Country create	ORMB Staging	Approval Pending	0	YES	405497733167276	12-21-2018 02:45PM
2	Country_21122018_3.txt	Country create	ORMB Staging	Approval Pending	0	YES	943883519384488	01-09-2019 04:18PM
3	Country_21122018_4.txt	Country create	ORMB Staging	Approval Pending	0	YES	357096678043119	01-09-2019 04:28PM
4	Ch_REC_ACCT_1R.test	New File Request for Account Addd operation	ORMB Staging	Pending To Process	0	NO		02-12-2019 06:28PM
5	REC_BILL_1R_N.test	bill add	ORMB Staging	Pending To Process	0	NO		02-15-2019 03:21PM

Figure 32: File Management System overview