



Trns•Port SiteManager[®] RTF to PDF Conversion Addendum

Addendum to the SiteManager[®] User Reference Manual and
SiteManager[®] System Managers Guide

Product Update, December 2004



Credit

Prepared for AASHTO by



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1. Overview

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1.1 Overview

The RTF to PDF Report Generation enhancement gives SiteManager users the ability to generate output from RTF templates in Adobe Acrobat Portable Document Format (PDF). The PDF format provides a more flexible means to distribute reports as well as to display more sophisticated report designs, while allowing for better hard copy results via printing.

In addition to incorporating this new functionality into SiteManager Release 3.5a, a new process to produce a Change Order report in PDF format has been added to the software. The report includes the change order information for the user specified contract and change order number. The report also has information about the contract completion date time adjustment, change order milestone time adjustments, general, standard and project specific change order explanations.

The following sections describe the new functionality within SiteManager for the RTF to PDF enhancement.

1.2 Change RTF to PDF Change Order Report

1.2.1 Report Output

The Change Order Report now has the functionality to be generated in PDF format. Listed below are the steps to create a custom process that generates a PDF report.

Adobe Reader - [cpy2E0.pdf]

File Edit View Document Tools Window Help

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Do more with Adobe PDF

Rpt-ID:RCOCORPT
User: State of Testing
Department of Transportation
Change Order Report
Date: 12/09/2004
Page: 1

Contract ID: C10785
Change Order Nbr: 001
Change Order Type: Plan Force Account
CO Description: Plan Force Account
Zero Dollar Change Order No

Project Nbr	Item Nbr	Cals	Item Code	Unit	Unit Price	Bid Qty	Prev Apprd Qty	Curr CO Qty	Curr Apprd Qty	Amount Change
10786-610	0606	0200	700-70010	F.A.	1.00	0.000	20000.00	20000.000	20000.000	This Chng\$ 20000.0 Prev Revised\$ 20000.0 New Revised\$ 40000.0 Bio Contract\$ 0.0 Net Change\$ 40000.0 Pct Change: 0.00
Item Description: P/A Minor Contract Revisions CO Item Description: Plan Force Account Supplemental Description 1: Supplemental Description 2:										
10786-610	0610	0200	700-70020	BACH	1.00	0.000	1800.00	1800.000	1800.000	This Chng\$ 1800.0 Prev Revised\$ 1800.0 New Revised\$ 2600.0 Bio Contract\$ 0.0 Net Change\$ 2600.0 Pct Change: 0.00
Item Description: P/A On-The-Job Trainer CO Item Description: Plan Force Account Supplemental Description 1: Supplemental Description 2:										
10786-610	0618	0200	700-70022	F.A.	1.00	0.000	400.00	400.000	400.000	This Chng\$ 400.0 Prev Revised\$ 400.0 New Revised\$ 900.0 Bio Contract\$ 0.0 Net Change\$ 900.0 Pct Change: 0.00
Item Description: P/A OJT Pilot CO Item Description: Plan Force Account Supplemental Description 1: Supplemental Description 2:										
10786-610	0620	0200	700-70028	F.A.	1.00	0.000	7800.00	7800.000	7800.000	This Chng\$ 7800.0

11 x 8.5 in

1 of 2

6:20 PM

Figure 1-1 RCOCORPT in PDF format

Set up Process in System Administration – Define Process

1. Open **Define Process** window.
2. Type the **Process ID**.
3. Type in the **Process Description**
4. Select a **Subset** if applicable.
5. Select one or more **Functional** areas.

6. Click **Save**.
7. Click on **Templates** tab.
8. Click on the **new icon** from the menu.
9. Type in the **Template Name** and **Description**.
10. Select **Print** from drop down list for the column Output Type.
11. Click **Save**.
12. Click on **Programs** tab.
13. Click on **new icon** from menu.
14. Select **Custom** from the drop down list for job type.
15. Type **rtfdriv** for the column command.
16. Click **Save**.

Run SQL to change the Job Type

From a database command prompt run the following script.

```
Update t_joblist_dtl set job_type_dtl = 'O' where job_id = 'custom jobname';
```

(You will have to replace the Custom Jobname within quotes with the actual process name in the above SQL command)

Create configuration file for this process.

Create a new file with .cfg extension with the same name as the Process ID created in step 2 (ex. MYREPORT.CFG) and enter the following in the file:

```
[Programs]  
P1=rtfdriv  
P2= copy @OUTFILES\OUTPUT.TXT @OUTFILES\SYS\OUTPUT.XML4FO
```

```
[Files]  
PARMFILE=@JOBDIR\PARMFILE\@PROCESS..DAT  
XMLTRANS=@JOBDIR\..\IO\DEFFILES\XMLTRANS.TXT
```

Save the new configuration file.

Copy this file into the cfgprod folder under ITIDPS\jobs\SM on the application server.

Create parameter file

Create a new file with extension .DAT (.DAT must be uppercase) with the same name as the process id created in step 2 (ex. MYREPORT.DAT) and enter the following:

```
TEMPLATE=RCOCORPT
OUTPUT=OUTPUT
FILETYPE=SEQUENTIAL
PAGESIZE=150
LINE_SIZE=500
SUBSET=T_CONT_CO
```

Save the parameter file.

Copy this file into the parmfile folder under ITIDPS\jobs\SM on the application server.

Create security for new process in System Administration – Process Security

1. Open the **Process Security** window.
2. Select **Process ID** that was created in Step 2 above (ex. MYREPORT)
3. Associate one or more groups to the process from available group lists.
4. Click **Save**.

Upload new RTF file into objectstore. (Ex. MYREPORT.RTF)

1. Open the **Define Process** window.
2. Click **Services** from menu bar.
3. Click on **Upload**.
4. Select **RTF Template**.
5. Select **RTF template** using the windows selection box.
6. Highlight **RTFPROD**.
7. Click **OK**.

1.3 Specifying the Process Parameters

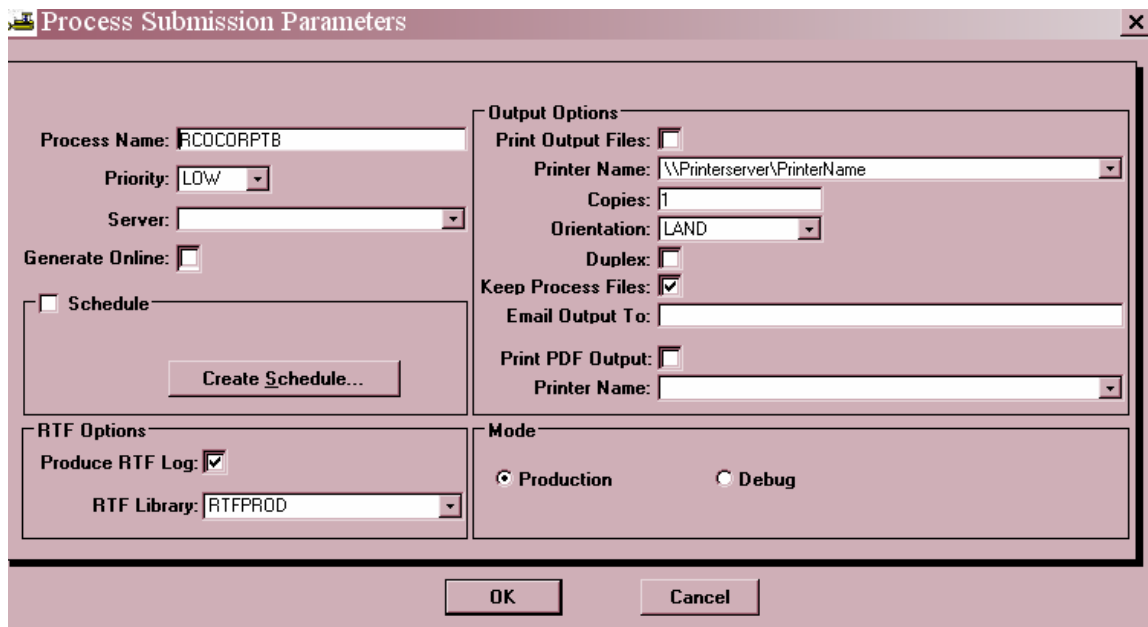


Figure 1-2 Process Submission Parameters Window

1.3.1 The Process Submission Parameters Options

Field Name	Description
Process Name	System-populated from the selected row on the Process List window.
Priority	Specifies the priority (the level of importance) of the process. Available priority levels are high, medium, or low.
Server	Displays the IP address of the application server.
Generate Online	If checked on, indicates that the report should be generated online in the client machine and not submitted for application server batch processing.
Schedule	If checked on, indicates the process has a previously-defined schedule for processing. This box may not be check on/off manually.

Field Name	Description
Create Schedule (Button)	Clicking this button begins the Create Schedule process.
RTF Options	
Produce RTF Log	If selected, this field indicates that RTF log files such as job control and error processing should be generated and included in the output files. The default value for this field is ON.
RTF Library	This field indicates from which report template repository directory the job should obtain its template files. Valid values are test, production, and base (RTFTTEST, RTFPROD, RTFBASE). The default is RTFBASE. This access heirarchy applies to all templates used within a custom report. The user CANNOT indicated one template from production and another from test. Regardless of which the user indicates, if the template file is not found where indicated, all jobs will then search for the template in the following heirachical sequence: base, production, test. The default RTF library is specified on the User Security window for the User ID.
Output Options	
Print Output Files	If checked, the user has chosen to send the executed process's output directly to a printer.
Printer Name	This is the printer name of the printers available to the application server
Copies	This field declares the number of copies the user wants to print. Default value is one.
Orientation	Indicates the orientation of the report. Valid values are LAND-landscape and PORT-portrait.
Duplex	If checked, this indicates that the user has chosen to print the report double-sided. Regardless of whether checked, this is overridden by the selected printer's print duplex documents configuration and setting. If the selected printer is not set to print duplex it will not.

Field Name	Description
Keep Process Files	If checked, the user has chosen to send the executed process's output to electronic files accessible through the Process Status window. This holds the output to be viewed or printed at a later time.
Email Output To	This is the e-mail address to which the user wants to send the output.
Print PDF Output	If checked, the user has chosen to send the executed process's output directly to a PDF printer.
Printer Name	This is the printer name of the printers available to the application server
Mode	
Production	If selected, this radio button indicates the process is to be run normally.
Debug	If selected, this radio button indicates the process is to be run in debug mode. Do not select this mode unless instructed to do so by the system manager. This mode generates a detailed log of the batch program for problem determination and resolution.