

SmartMigrator
Office Cleanup
User Guide

SmartOffice[®]



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Introduction

This document provides an overview of the Office Cleanup functionality. Office Cleanup is used to cleanup data if any errors occur or if the data has been corrupted either during or after Office Migration, Office Merge, or Office Duplication. Use the Office Cleanup functionality prior to repeating the operation where corruption was found.

Why do we need office Cleanup?

Office Migration, Office Merge, and Office Duplication are performed on an office level either within the database or across databases. These operations can fail due to any of the following reasons:

- The Schema may be inconsistent between the Source and/or Target database.
- Inconsistent data.
- Failures occur due to linked records.
- Data becomes corrupt as the result of an improper offset detected during Office Merge.

When any of the above scenarios occur, the user can clean up the inconsistent data apart from the operation that had failed using Office Cleanup. Before performing Office Cleanup, ensure that the above-mentioned problems are eliminated from the Source office.

Important Considerations prior to beginning an Office Cleanup

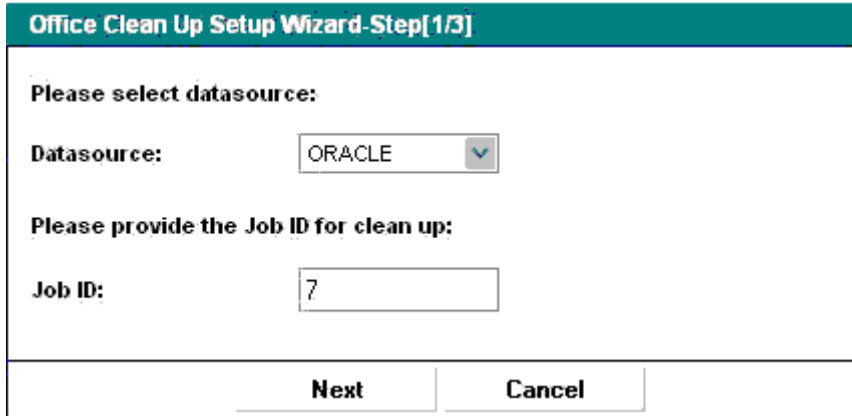
- **Schema Consistency:** The schema should be consistent with the Source and Target databases.
- **Database Configuration:** Databases should be configured and running.
- **Job Status:** The status of the job to be cleaned up should not be either Processing or Not Started.
- **Type of Job:** Office Deletion and Office Cleanup jobs will not be eligible for this operation.

Office Cleanup Constraints

- The Source database should be running and configured with the same name as when the process was initially run.
- The Target database should be configured with the same name as when the initial process was run.
- The Source database should not be shut down when the process is running.
- If two simultaneous operations are run for the same Target office when attempting to clean only one of the processes, the Cleanup will delete the data belonging to both processes. However, the data can be cleaned up successfully if the processes are run one after the other.

Office Cleanup

1. Select **Office Cleanup** from the expanded **Office** menu to open the Office Cleanup Setup Wizard Step [1/3] dialog box.



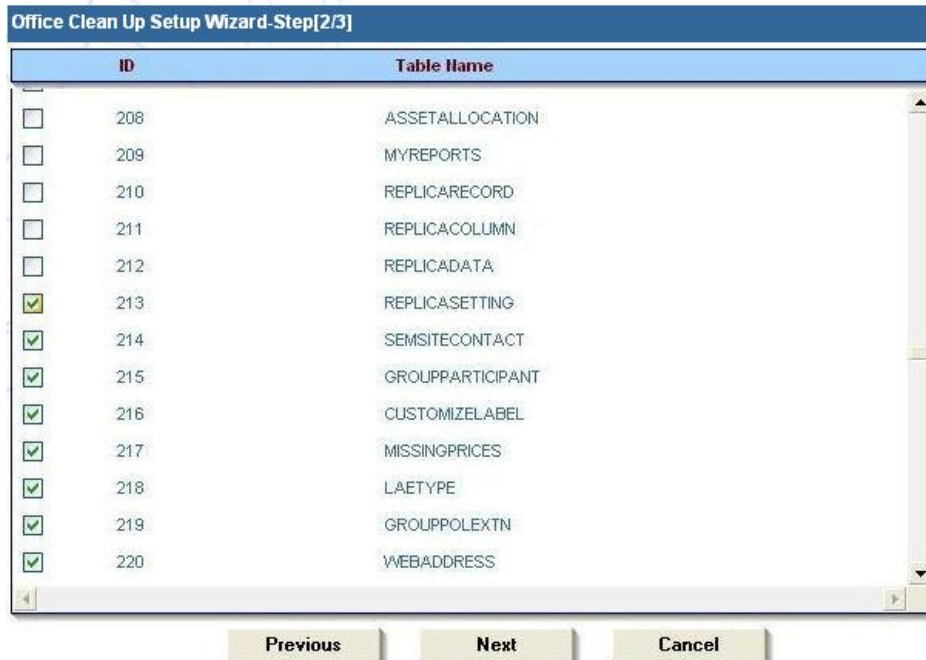
The dialog box is titled "Office Clean Up Setup Wizard-Step[1/3]". It contains the following elements:

- Please select datasource:**
 - Datasource:** A dropdown menu with "ORACLE" selected.
- Please provide the Job ID for clean up:**
 - Job ID:** A text input field containing the number "7".
- At the bottom, there are two buttons: **Next** and **Cancel**.

2. Select the Data Source that contains the process to be cleaned up.
3. Enter the Job ID corresponding to the operation that is to be cleaned up.
4. After Validating the Job ID (the job should not correspond to any Office Deletion process or any of the earlier Office Cleanup processes), the Job Status (the job should not be currently Processing or Not Started. It can be marked as Completed, Paused, or Error(s) Found), and the Data Source, click the **Next** button to open the Office Cleanup Setup Wizard Step [2/3].

Selecting Tables for Cleanup

1. The tables are displayed according to the processing order. Select the table from where the Cleanup process should be performed. The lower order tables are also selected.

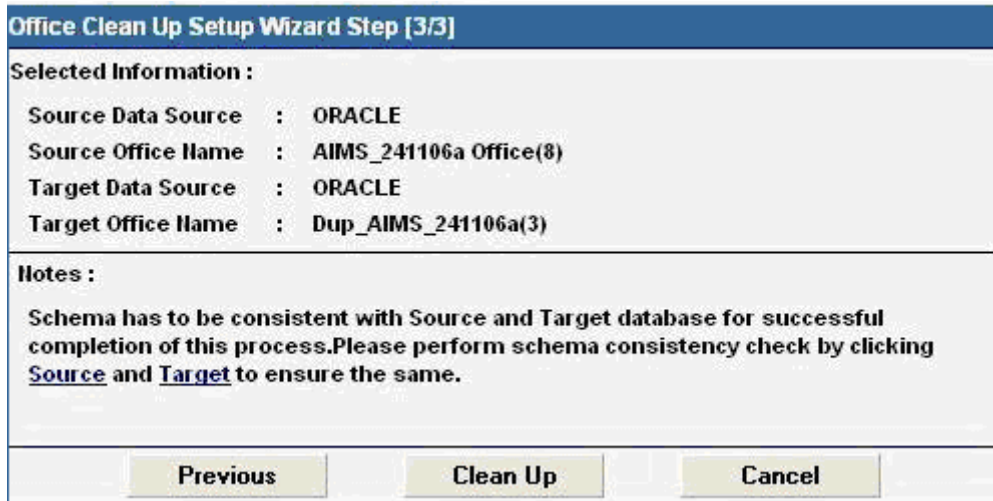


The dialog box is titled "Office Clean Up Setup Wizard-Step[2/3]". It displays a list of tables with checkboxes for selection. The table below shows the data:

ID	Table Name
<input type="checkbox"/>	208 ASSETALLOCATION
<input type="checkbox"/>	209 MYREPORTS
<input type="checkbox"/>	210 REPLICARECORD
<input type="checkbox"/>	211 REPLICACOLUMN
<input type="checkbox"/>	212 REPLICADATA
<input checked="" type="checkbox"/>	213 REPLICASETTING
<input checked="" type="checkbox"/>	214 SEMSITECONTACT
<input checked="" type="checkbox"/>	215 GROUPPARTICIPANT
<input checked="" type="checkbox"/>	216 CUSTOMIZELABEL
<input checked="" type="checkbox"/>	217 MISSINGPRICES
<input checked="" type="checkbox"/>	218 LAETYPE
<input checked="" type="checkbox"/>	219 GROUPOLEXTN
<input checked="" type="checkbox"/>	220 WEBADDRESS

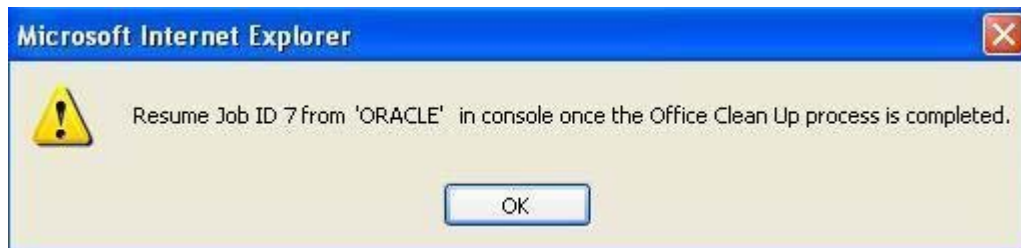
At the bottom of the dialog box, there are three buttons: **Previous**, **Next**, and **Cancel**.

- Click the **Next** button to open the Office Cleanup Setup Wizard Step [3/3] dialog box.



Cleanup

Click the **Cleanup** button to begin the cleanup operation. A new Job ID is created for the Office Cleanup, and once the **OK** button is selected, the message displaying the job to be resumed from the console after the cleanup operation is performed is displayed.



Console

- To check the status of the Office Cleanup, select the **Console** menu item to display the Job Summary.

Smart Migrator Console						
Datasource: ORACLE		Status: All		[Icons]		
Job Summary:						
Job Id	Operation	Status	Target Office	Start Time	End Time	Duration(hh:mm:ss)
<input type="checkbox"/> 4	Office Duplication	Completed	DupOracle(2006)	12/22/2006 10:18AM	12/22/2006 10:30AM	00:12:21
<input type="checkbox"/> 5	Office Clean Up	Completed	AIMS_241106(7)	12/26/2006 12:03PM	12/26/2006 01:04PM	01:01:48
<input type="checkbox"/> 6	Office Clean Up	Completed	AIMS_241106a(8)	12/26/2006 03:28PM	12/26/2006 03:35PM	00:07:05
<input type="checkbox"/> 7	Office Duplication	Completed	Dup_AIMS_241106a(3)	12/26/2006 03:55PM	12/26/2006 06:04PM	02:08:27
<input type="checkbox"/> 8	Office Clean Up	Completed	Dup_AIMS_241106a(3)	12/26/2006 04:26PM	12/26/2006 05:25PM	00:59:13
<input type="checkbox"/> 9	Office Clean Up	Completed	DupAIMS_241106(4)	12/27/2006 11:15AM	12/27/2006 11:26AM	00:11:05
<input type="checkbox"/> 10	Office Clean Up	Processing	Dup_AIMS_241106a(3)	12/27/2006 07:36PM	-	-

- Check the status of the Office Cleanup job.
- When the Status is set to Completed, tag the job, and then click the **View Log** button to check for more details related to that job.

- After the Cleanup job is completed, select the Data Source that hosts the initial job, and then check if the job status has changed to Paused.

Smart Migrator Console						
Job Summary:						
Job Id	Operation	Status	Target Office	Start Time	End Time	Duration(hh:mm:ss)
<input type="checkbox"/> 6	Office Clean Up	Completed	AIMS_241106a(8)	12/26/2006 03:28PM	12/26/2006 03:35PM	00:07:05
<input checked="" type="checkbox"/> 7	Office Duplication	Paused	Dup AIMS 241106a(3)	12/26/2006 03:55PM	12/26/2006 06:04PM	02:08:27

- Click the JobId column to view the Task Summary for that particular job. Check if the statuses of all the tables selected in the Office Cleanup Setup Wizard Step [2/3] are designated as Not Started.

Smart Migrator Console						
Task Summary - DataSource : ORACLE Operation : Office Duplication JobId : 7						
Table Name	Status	Order	Last Record Id	Start Time	End Time	Last Modified Time
HOUSEHOLD	Completed	203	--	12/26/2006 05:58PM	12/27/2006 07:46PM	12/27/2006 07:46PM
ASSETALLOCRISKLEVEL	Completed	204	--	12/26/2006 05:58PM	12/27/2006 07:46PM	12/27/2006 07:46PM
RISKASSIGNMENT	Completed	205	--	12/26/2006 05:58PM	12/27/2006 07:46PM	12/27/2006 07:46PM
GROUPRETSECURITY	Completed	206	--	12/26/2006 05:58PM	12/27/2006 07:46PM	12/27/2006 07:46PM
ASSETPREALLOC	Completed	207	--	12/26/2006 05:58PM	12/27/2006 07:46PM	12/27/2006 07:46PM
ASSETALLOCATION	Completed	208	--	12/26/2006 05:58PM	12/27/2006 07:46PM	12/27/2006 07:46PM
MYREPORTS	Completed	209	--	12/26/2006 05:58PM	12/27/2006 07:46PM	12/27/2006 07:46PM
REPLICARECORD	Completed	210	--	12/26/2006 05:58PM	12/27/2006 07:46PM	12/27/2006 07:46PM
REPLICACOLUMN	Completed	211	--	12/26/2006 05:58PM	12/27/2006 07:46PM	12/27/2006 07:46PM
REPLICADATA	Completed	212	--	12/26/2006 05:58PM	12/27/2006 07:46PM	12/27/2006 07:46PM
REPLICASETTING	Not Started	213	--	--	--	12/27/2006 07:46PM
SEMSITECONTACT	Not Started	214	--	--	--	12/27/2006 07:46PM
GROUPPARTICIPANT	Not Started	215	--	--	--	12/27/2006 07:46PM

- Resume the paused job from the Console to start the operation previously performed for this job.

Check Data Integrity through SmartOffice

After the completion of the job, check the data integrity through SmartOffice. In particular, verify if the error(s) that were reported by the previous operation (which are now fixed in the Source office) are properly reflected in the Target office.