

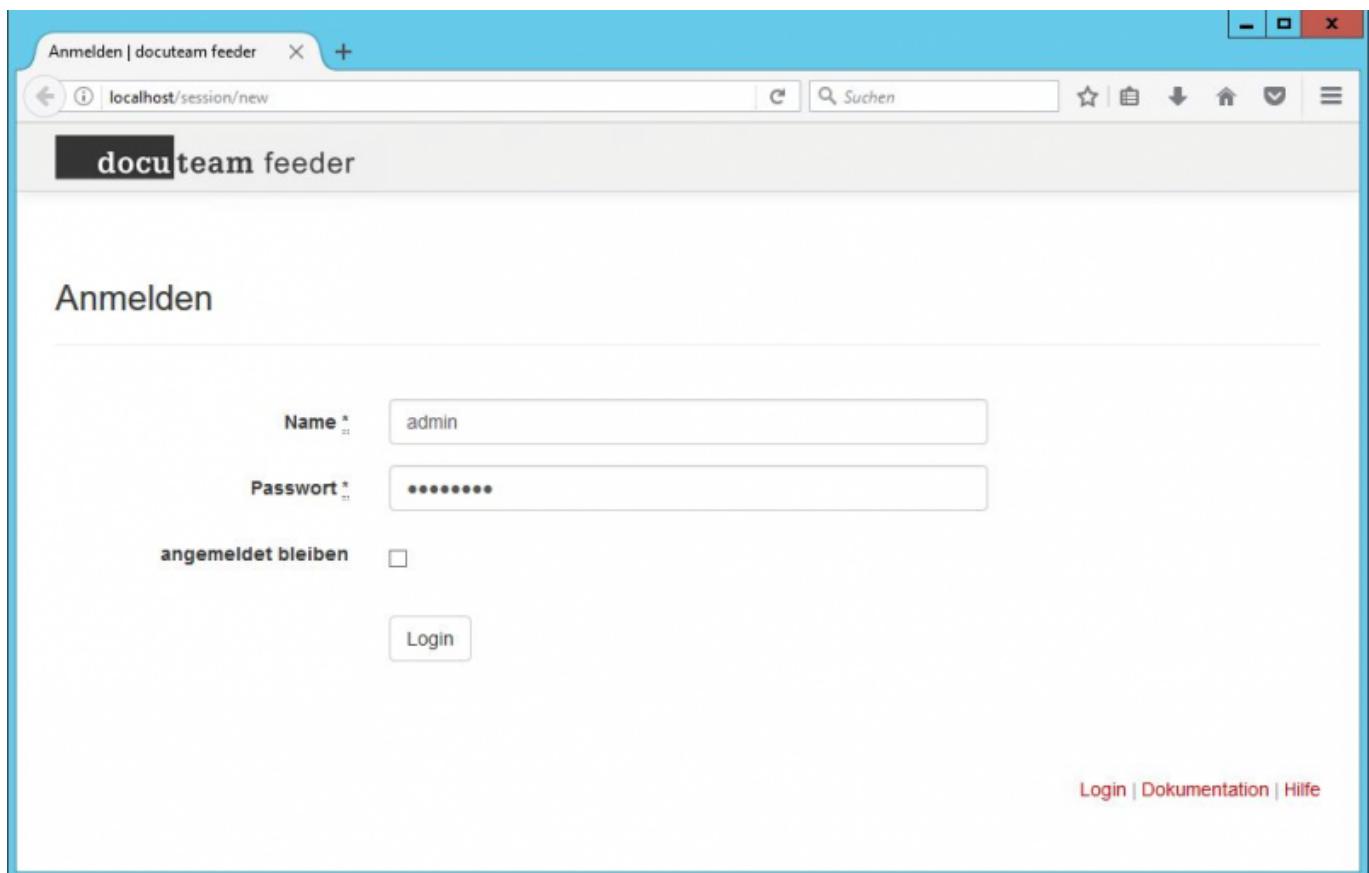
# docuteam feeder 3.8.1

Executing Ingest processes of digital deliveries automatically, rather than manually, is standard operation. As soon as a new SIP is delivered to the intended folder, an appropriate Ingest workflow will be launched. This workflow will process the SIP in several steps. The process is logged and can be monitored online.

The interaction with docuteam feeder takes place via web front-end.

## Log in to the system

Accessing docuteam feeder in your browser will display a login window.



Anmelden

Name: admin

Passwort: \*\*\*\*\*

angemeldet bleiben

Login

Login | Dokumentation | Hilfe

If you activate the checkbox “remember me”, the entered data will be suggested, the next time you log in.

ID	Workflow	SIP	Status	Startzeit	Dauer	
80	Quality Assurance, Migration and Storage	Test_Wi_02_zip	●●●●	Freitag, 07. Juli 2017, 10:56 Uhr	00:00:32	<a href="#">anzeigen</a> <a href="#">löschten</a>
79	Quality Assurance	Test_Wi_02_zip	●●●●	Freitag, 07. Juli 2017, 10:55 Uhr	00:00:06	<a href="#">anzeigen</a> <a href="#">löschten</a>

After a successful login, you will land on the page “executions”. If you’ve logged in as administrator you’ll find a menu bar to the top right with five sections: executions, workflows, steps, users, cockpit:

If you’ve logged in as a user, following sections are available:

- **Executions:** this section shows an overview of all completed, ongoing or pending executions. An execution is the actual processing of a SIP by means of a specific workflow.
- **Workflows:** a workflow is an orderly sequence of (pre-)defined process-steps, which is applied to a SIP during an execution. In this section, workflows are defined, managed, launched and, if necessary, deleted.
- **Steps:** a step is the integration and coordination of software components and services. This menu section is only visible to administrators.
- **Users:** user administration. This section is only visible to administrators.
- **Cockpit:** this section provides information on memory, used file formats, etc.



## Menu option „executions“

The menu option „executions“, shows an overview of all completed, ongoing or pending workflow-processes. .

ID	Workflow	SIP	Status	Startzeit	Dauer	
80	Quality Assurance, Migration and Storage	Test_Wi_02_zip	●●●	Freitag, 07. Juli 2017, 10:56 Uhr	00:00:32	<a href="#">anzeigen</a> <a href="#">löschchen</a>
79	Quality Assurance	Test_Wi_02_zip	●●●●	Freitag, 07. Juli 2017, 10:55 Uhr	00:00:06	<a href="#">anzeigen</a> <a href="#">löschchen</a>

In this section you can monitor all executions. It comprises a list of all SIP,

- Which are currently being processed
- Which have completed a process
- Whose process was cancelled due to an error

The list has several columns containing information about the processes:

- **ID** shows the unique processing number
- **Workflow** shows the name of the workflow processing the SIP. For further information on the workflow, switch to the section **Workflows** and click the button **show** in the row of the corresponding workflow..
- **SIP** shows the SIP currently being processed.
- The column **Status** displays each processing step of a workflow as a dot. The colour of the dot indicates the status of the corresponding step:
  - **brown**: this step is still outstanding.
  - **yellow**: this step is being processed.
  - **green**: this step was completed successfully.
  - **red**: this step was aborted due to an error.
  - **black**: this step was skipped.
- **Starting time** shows the time, the execution process was launched..
- **Duration** shows the elapsed time since the launch of the process.

Please note that the information given, refers to the time the page was first visited. If you wish to know the current status, you have to reload the page.

To call up details of an execution, click on the link "show" at the right end of the corresponding row.

The amount of information shown at each workflow-step depends on the log-level. If a step was completed successfully, a green „completed with code 0“ is displayed and the next step will commence. Should a step fail, an error-code will be signalled in red. In the example below a file migration could not be executed correctly.

Ingest: file migration

Status: fehlgeschlagen mit Code 1

Befehl:

```
cd %FEEDER_JAVA% && java -Djava.library.path=C:\docuteam\apps\feeder_java\dlls\64bit ch.docuteam.feeder.ingest.SIPFileMigrator "400_Testdaten1" false
```

Antwort:

```
ERROR 2016-07-13T16:16:58.124 (FileConverter$PDFToolsConverter) 37817352
ERROR 2016-07-13T16:16:58.124 (FileConverter$PDFToolsConverter) Some parts of the document could not be processed
ERROR 2016-07-13T16:17:47.982 (FileConverter$PDFToolsConverter) 37817352
ERROR 2016-07-13T16:17:47.982 (FileConverter$PDFToolsConverter) Some parts of the document could not be processed
ERROR 2016-07-13T16:18:01.852 (FileConverter$PDFToolsConverter) -2143223551
ERROR 2016-07-13T16:18:01.852 (FileConverter$PDFToolsConverter) The file couldn't be opened.
ERROR 2016-07-13T16:18:01.867 (FileConverter$PDFToolsConverter) -2143222271
ERROR 2016-07-13T16:18:01.867 (FileConverter$PDFToolsConverter) The analysis has been stopped.
ERROR 2016-07-13T16:18:33.07 (FileConverter$PDFToolsConverter) 37817352
ERROR 2016-07-13T16:18:33.07 (FileConverter$PDFToolsConverter) Some parts of the document could not be processed
```

Dauer: 00:04:11

The same rule applies in this case: to view the current status, the page needs to be reloaded.



## Menu option "workflows"

The menu option „Workflows“ shows all defined ingest-workflows, that can be applied to a SIP.

ID	Name	starten	verwalten
1	Administration	<input type="button" value="starten"/>	<input type="button" value="verwalten"/>
2	Run	<input type="button" value="starten"/>	<input type="button" value="verwalten"/>
3	Quality Assurance	<input type="button" value="starten"/>	<input type="button" value="verwalten"/>
4	Check SA and Migration into 3_storage	<input type="button" value="starten"/>	<input type="button" value="verwalten"/>
5	Quality Assurance, Migration and Storage	<input type="button" value="starten"/>	<input type="button" value="verwalten"/>
6	Cleanup	<input type="button" value="starten"/>	<input type="button" value="verwalten"/>
7	Check Checksums	<input type="button" value="starten"/>	<input type="button" value="verwalten"/>
8	Preservation: Deliver DIP by PUID	<input type="button" value="starten"/>	<input type="button" value="verwalten"/>
9	Preservation: Update Fedora Objects	<input type="button" value="starten"/>	<input type="button" value="verwalten"/>

By clicking „show“ the individual steps of the particular workflow will be shown.

The screenshot shows a web-based application for managing workflows. The title bar reads "Workflow: Quality Assurance, M... X". The address bar shows "localhost/organizations/1/workflows/5". The header includes "docuteam feeder", "Organisation\_A", "Ausführungen", "Workflows", "Cockpit", "Benutzer", and "Admin". The main content area displays the title "Workflow: Quality Assurance, Migration and Storage". Below the title is a code block titled "Schritt-Prefix cd %FEEDER\_JAVA%". The code lists 12 steps, each starting with "1. java ch.docuteam.feeder.qualityassurance.SIPExtractor "\${SIP}"". The steps involve various quality assurance and file processing tasks. Below the code, it says "Erstellt durch admin am 25. Mai, 07:01 Uhr" and "Zuletzt bearbeitet von admin am 06. Juli, 16:11 Uhr". At the bottom, there are links for "bearbeiten | zurück" and a login status bar: "Angemeldet als admin | Logout | Dokumentation | Hilfe".

```
Schritt-Prefix cd %FEEDER_JAVA%
1. java ch.docuteam.feeder.qualityassurance.SIPExtractor "${SIP}"
2. java ch.docuteam.feeder.qualityassurance.SIPSubmissionAgreementCheck "${SIP}" false
3. java ch.docuteam.feeder.qualityassurance.SIPFixityCheck "${SIP}"
4. java ch.docuteam.feeder.qualityassurance.SIPVirusCheck "${SIP}" false
5. java ch.docuteam.feeder.qualityassurance.SIPConfirmation "${SIP}"
6. java -Djava.library.path=C:\docuteam\apps\feeder_java\dlls\64bit ch.docuteam.feeder.ingest.SIPFileMigrator "${SIP}" false
7. java ch.docuteam.feeder.storage.METSValidator "${SIP}"
8. java ch.docuteam.feeder.storage.FOXMLCreator "${SIP}"
9. java ch.docuteam.feeder.storage.FOXMLIngest "${SIP}" false
10. java ch.docuteam.feeder.ingest.CreateEADFile "${SIP}"
11. java ch.docuteam.feeder.ingest.Cleanup "${SIP}"
12. java ch.docuteam.feeder.ingest.SIPRemoveFromInbox "${SIP}" C:/docuteam/workbench_de/5_backup
```

Erstellt durch admin am 25. Mai, 07:01 Uhr  
Zuletzt bearbeitet von admin am 06. Juli, 16:11 Uhr

bearbeiten | zurück

Angemeldet als admin | Logout | Dokumentation | Hilfe

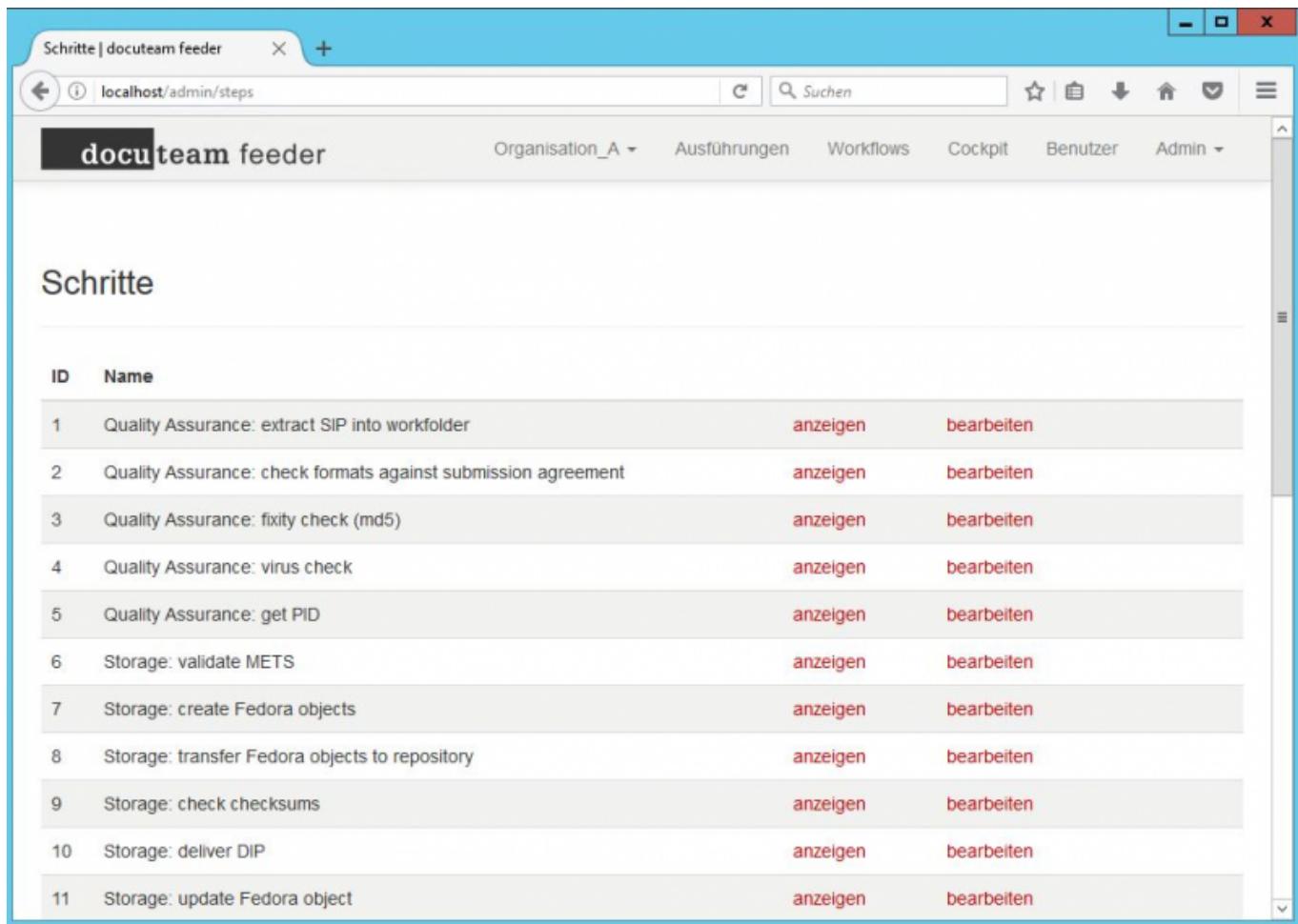
The link „edit“ und „Bearbeiten“ leads to a page in which workflows can be edited. A workflow always has a linear progression: Basically, a SIP is sent into a pipeline, in which each step is processed successively. In case of an error, the process is stopped and the pending steps are omitted.

In the trial operation, ingest-workflows of individual SIPs can be executed manually. The button **start** was designed for this purpose. After you've clicked on the button a dialogue box appears in which you can type in the name of your SIP. Important: the name should be entered without the file-ending .zip.

The screenshot shows a web browser window for the 'docuteam feeder' application. The title bar reads 'Neue Ausführung für Quality As...'. The address bar shows 'localhost/organizations/1/workflow\_executions/new?workflow\_id=5'. The page header includes 'docuteam feeder', 'Organisation\_A', 'Ausführungen', 'Workflows', 'Cockpit', 'Benutzer', and 'Admin'. The main content area is titled 'Neue Ausführung für Quality Assurance, Migration and Storage'. It contains fields for 'Objekt-ID' (with 'SIP' and a dropdown menu), 'oder', 'Manuelle Eingabe' (with a text input field), and a 'Ausführung erstellen' button. At the bottom right, it says 'Angemeldet als admin | Logout | Dokumentation | Hilfe'.

## Menu option "steps"

The menu option „steps“ shows all workflow-steps, which are available in docuteam feeder and can be compiled into an ingest-workflow.



The screenshot shows a software interface titled "docuteam feeder". The main menu includes "Organisation\_A", "Ausführungen", "Workflows", "Cockpit", "Benutzer", and "Admin". The "Schritte" (Steps) list is displayed, showing 11 entries with columns for ID, Name, and actions "anzeigen" and "bearbeiten".

ID	Name	anzeigen	bearbeiten
1	Quality Assurance: extract SIP into workfolder	anzeigen	bearbeiten
2	Quality Assurance: check formats against submission agreement	anzeigen	bearbeiten
3	Quality Assurance: fixity check (md5)	anzeigen	bearbeiten
4	Quality Assurance: virus check	anzeigen	bearbeiten
5	Quality Assurance: get PID	anzeigen	bearbeiten
6	Storage: validate METS	anzeigen	bearbeiten
7	Storage: create Fedora objects	anzeigen	bearbeiten
8	Storage: transfer Fedora objects to repository	anzeigen	bearbeiten
9	Storage: check checksums	anzeigen	bearbeiten
10	Storage: deliver DIP	anzeigen	bearbeiten
11	Storage: update Fedora object	anzeigen	bearbeiten

New steps can also be added, for example, to integrate additional migration tools or to expand the ingest-process with additional functionalities.

Neuen Schritt erstellen | docuteam feeder X +

localhost/admin/steps/new

Suchen

docuteam feeder Organisation\_A Ausführungen Workflows Cockpit Benutzer Admin

### Neuen Schritt erstellen

Name \*

Command \*

Type \*

Angemeldet als admin | [Logout](#) | [Dokumentation](#) | [Hilfe](#)



## Menu option "users"

Benutzer | docuteam feeder X +

localhost/organizations/1/users

Suchen

docuteam feeder Organisation\_A Ausführungen Workflows Cockpit Benutzer Admin

### Benutzer

Name			
admin	<a href="#">bearbeiten</a>	<a href="#">löschen</a>	
peter	<a href="#">bearbeiten</a>	<a href="#">löschen</a>	

[Neuen Benutzer erstellen](#)

Angemeldet als admin | [Logout](#) | [Dokumentation](#) | [Hilfe](#)

To add a new user, a user-name, email address and password need to be created. Additionally, the role of the user needs to be defined:

- An **executor** can execute and monitor ingest-workflows, yet cannot create or change them.
- An **administrator** can execute as well as create or change ingest-workflows. In addition, an administrator can manage users..

Benutzer bearbeiten | docuteam

localhost/organizations/1/users/2/edit

Suchen

docuteam feeder

Organisation\_A Ausführungen Workflows Cockpit Benutzer Admin

## Benutzer bearbeiten

Name \* user

E-Mail \* user@docuteam.ch

Passwort

Bestätigung

Benutzer aktualisieren

Angemeldet als admin | Logout | Dokumentation | Hilfe



## Menu option "cockpit"

The cockpit informs you about memory conditions, the amount of various file formats, or the number of ingest and objects. The cockpit gathers information from the fedora commons repository mostly (docuteamOAIS).

Demo | docuteam feeder X

localhost/organizations/1/repositories/demo C Suchen

Organisation\_A Ausführungen Workflows Cockpit Benutzer Admin

## docuteam feeder

### Demo

Berichte

**Speicherplatz**

	de 58 MB
	test 950 MB
<b>Total</b>	<b>1000 MB</b>
Frei	59 GB

**Letzte Integritätsprüfung - Erfolgreich**

Dienstag, 11. Juli 2017, 14:29 Uhr

**Basisdaten**

Name	Demo
Basis-URL	http://localhost:8080/fedora
Version	3.8.1
PID Namespace	docuteam
Support-Mail	support@docuteam.ch

**Häufigste Dateiformate**

Microsoft Word Document	905	49,02 %
Acrobat PDF 1.4 - Portable Document Format	147	7,96 %
Acrobat PDF 1.3 - Portable Document Format	147	7,96 %
JPEG File Interchange Format	92	4,98 %
Graphics Interchange Format	89	4,82 %
Extensible Markup Language	78	4,23 %
Tagged Image File Format	66	3,58 %
Microsoft Excel 97 Workbook (xls)	61	3,30 %
Acrobat PDF 1.2 - Portable Document Format	51	2,76 %
Hypertext Markup Language	38	2,06 %

**Ablieferungen**

	de 2
	test 17
<b>Total</b>	<b>19</b>

**Objekte**

	de 9
	test 2231
<b>Total</b>	<b>2240</b>

Angemeldet als admin | [Logout](#) | [Dokumentation](#) | [Hilfe](#)

Detailed reports on file formats or memory conditions can be issued.

Demo: Dateiformate | docuteam X +

localhost/organizations/1/repositories/demo/file\_formats

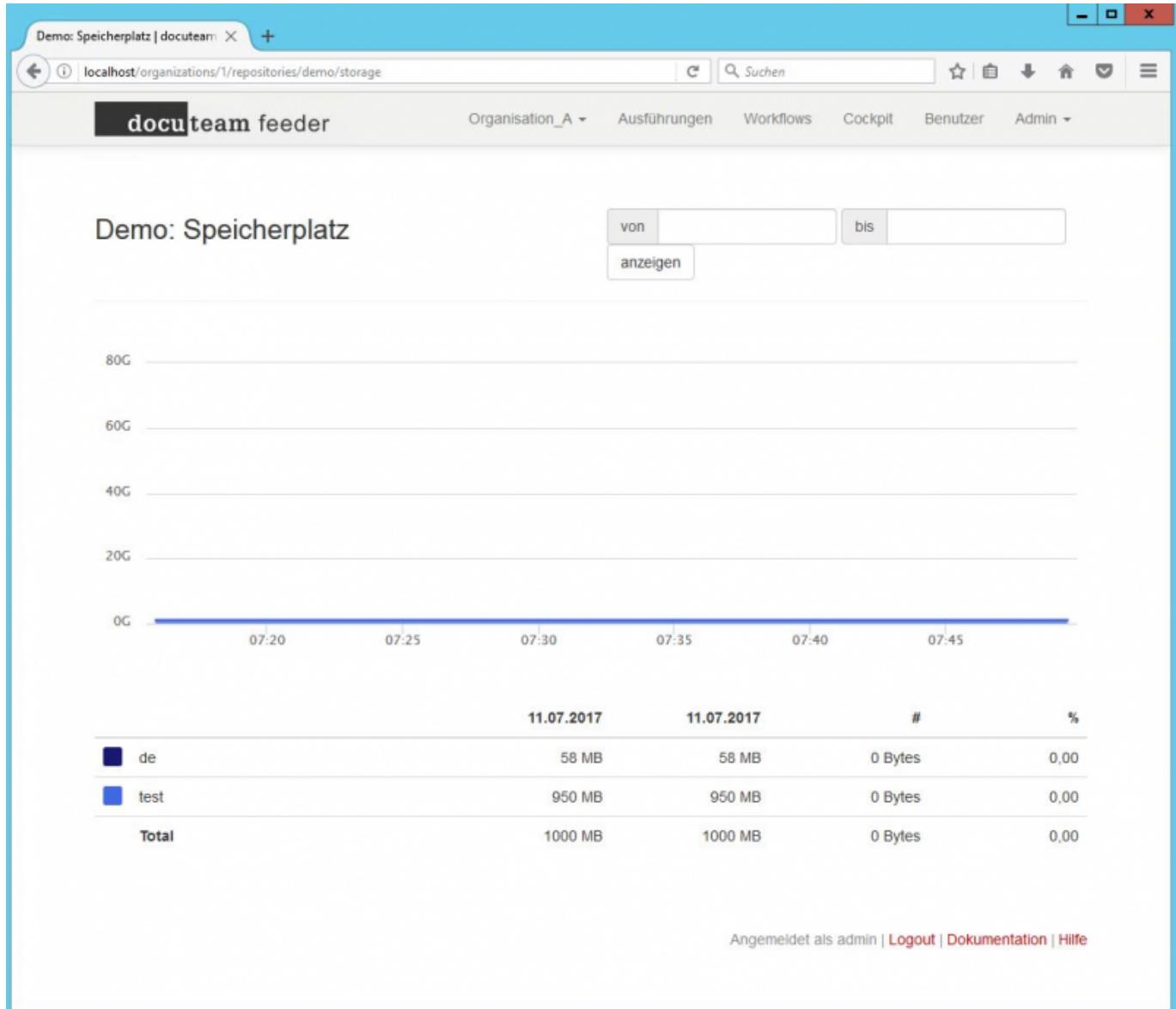
Suchen

docuteam feeder

Organisation\_A ▾ Ausführungen Workflows Cockpit Benutzer Admin ▾

## Demo: Dateiformate

Total	de	test	
Name	PUID	#	%
Microsoft Word Document	fmt/40	883	47,83 %
Acrobat PDF 1.3 - Portable Document Format	fmt/17	147	7,96 %
Acrobat PDF 1.4 - Portable Document Format	fmt/18	147	7,96 %
Extensible Markup Language	fmt/101	78	4,23 %
JPEG File Interchange Format	fmt/43	78	4,23 %
Graphics Interchange Format	fmt/4	66	3,58 %
Tagged Image File Format	fmt/353	66	3,58 %
Microsoft Excel 97 Workbook (xls)	fmt/61	61	3,30 %
Acrobat PDF 1.2 - Portable Document Format	fmt/16	51	2,76 %
Rich Text Format	fmt/50	27	1,46 %
Hypertext Markup Language	fmt/96	27	1,46 %
Acrobat PDF 1.5 - Portable Document Format	fmt/19	25	1,35 %
Log File	x-fmt/62	24	1,30 %
Graphics Interchange Format	fmt/3	23	1,25 %
Microsoft Word Document	fmt/39	22	1,19 %
Plain Text File	x-fmt/111	11	0,60 %
JPEG File Interchange Format	fmt/44	10	0,54 %
Microsoft Excel 5.0/95 Workbook (xls)	fmt/59	10	0,54 %
Thumbs DB file	fmt/682	9	0,49 %
Hypertext Markup Language	fmt/100	9	0,49 %
Windows Bitmap	fmt/116	8	0,43 %



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