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.

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

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alle ID 80	wartend laufend Workflow Quality Assurance, Migration and Storage	fertig fehigeschlagen SIP Test_Wi_02_zip	neu gestartet	Status	Startzeit Freitag, 07. Juli 2017, 10:56 Uhr	Dauer 00:00:32	anze lösch	igen Ien	

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:

docu team feeder	Organisation_A -	Ausführungen	Workflows	Cockpit	Benutzer	Admin 👻
	Organisation_A Organisation_B					

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

docu team feeder Aus	Isführungen	Workflows	Cockpit
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- **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, manged, 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. .

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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** shoes 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.

ngest: file migration	
Status: fehlgeschlagen mit Code	1
Befehl:	
cd %FEEDER_JAVA% && java -Dja	va.library.path=C:\docuteam\apps\feeder_java\dlls\64bit ch.docuteam.feeder.ingest.SIPFileMigrator "400_Testdaten1" false
Antwort	
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

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.

Workflows docutea	m feeder × +								-	-	x
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Wo	rkflows										
ID	Name										
1	Administration				🖌 starten	ß	verwa	ten 🕶			=
2	Run				🕈 starten	C	verwa	ten 👻			
3	Quality Assurance				🖌 starten	Ø	verwa	ten 🕶			
4	Check SA and Migration into 3_storage				🖌 starten	Ø	verwa	ten 🕶			
5	Quality Assurance, Migration and Storage				🖌 starten	8	verwa	ten 🕶			
6	Cleanup				🖌 starten	C	verwa	ten 🕶			
7	Check Checksums				🖋 starten	Ø	verwa	ten 🕶			
8	Preservation: Deliver DIP by PUID				୶ starten	ß	verwa	ten 🕶			
9	Preservation: Update Fedora Objects				🖌 starten	Ø	verwa	ten 🕶			

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

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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.

calhost/organizations/1/workflows/3/edit		C	Q, Suchen		☆	ê ↓	ŵ
docu team feeder	Organis	ation_A - Ausführungen	Workflows	Cockpit	Benutzer	Admin	
Workflow bearbeiten							
	Name *	Quality Assurance					
	Schritt- Präfix	cd %FEEDER_JAVA%					j
Quality Assurance: extract SIP into wo	Parameter	"\${SIP}"					
Quality Assurance: check formats aga	Parameter	"\${SIP}" false					
Quality Assurance: fixity check (md5)	Parameter	"\${SIP}"					
Quality Assurance: virus check	Parameter	"\${SIP}" false					
Ingest: cleanup working copies	Parameter	"\${SIP}"					
~	Parameter						
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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.

leue Ausführung für Quality As $ imes$ +					-	- -	
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docu <mark>team</mark> feeder	Organisation_A	 Ausführungen 	Workflows Cockp	it Benutze	r Ad	tmin 👻	
Neue Ausführung fü Assurance, Migratic	or Quality on and Storage						
Objekt-ID SIP			~				
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	Ausführung erstellen						
		A	ngemeldet als admin	Logout Doki	umentati	ion Hi	Ife

Menu option "steps"

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

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

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

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docu team feeder Organisation_A - Ausführungen Workflows Cockpit Benutzer Admin	
Neuen Schritt erstellen	
Name *	
Command *	
Type * ScriptStep	
Schritt erstellen	
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Menu option "users"

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Benutzer					
Name					
admin				bearbeiten	löschen
peter				bearbeiten	löschen
Neuen Benutzer erstellen					

To add a new user, a user-name, email adress and pasword 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..

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Menu option "cockpit"

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

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

acalhost/organizations/1/repositories/demo/file_formats		C	Q. Suchen			≙ ↓	ŵ
docu team feeder	Organisation_A •	Ausführungen	Workflows	Cockpit	Benutzer	Admin	*
Demo: Dateiformate							
Total de test							
Name		PUID		#			%
Microsoft Word Document		fmt/40		883		47,83	3 %
Acrobat PDF 1.3 - Portable Document Format		fmt/17		147		7,96	5 %
Acrobat PDF 1.4 - Portable Document Format		fmt/18		147		7,96	5 %
Extensible Markup Language		fmt/10	1	78		4,23	3 %
JPEG File Interchange Format		fmt/43		78		4,23	3 %
Graphics Interchange Format		fmt/4		66		3,58	3 %
Tagged Image File Format		fmt/35	3	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	5 %
Rich Text Format		fmt/50		27		1,46	5 %
Hypertext Markup Language		fmt/96		27		1,46	\$ %
Acrobat PDF 1.5 - Portable Document Format		fmt/19		25		1,35	5 %
Log File		x-fmt/6	2	24		1,30) %
Graphics Interchange Format		fmt/3		23		1,25	5 %
Microsoft Word Document		fmt/39		22		1,19	9%
Plain Text File		x-fmt/1	11	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/68	2	9		0,49	9%

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docuteam feeder	Organisation_/	A 🕶 Ausführungen Workfle	ows Cockpit Benutzer	Admin 👻
Demo: Speicherplatz	:	von anzeigen	bis	
80G				
60G				
40G				
20G				
0G07:20	07:25 07:30	07:35	07:40 07:45	
0G07:20	07 [:] 25 07 [:] 30 11.07	07 [:] 35 2017 11.07.2017	07:40 07:45 #	*
0G07:20	07 [:] 25 07 [:] 30 11.07	07 [:] 35 2017 11.07.2017 68 MB 58 MB	07:40 07:45 # 0 Bytes	%
0G07:20	07:25 07:30 11.07 8	07:35 2017 11.07.2017 88 MB 58 MB 60 MB 950 MB	07:40 07:45 # 0 Bytes 0 Bytes	% 0,00 0,00
0G07:20	07:25 07:30 11.07 99 100	07:35 2017 11.07.2017 18 MB 58 MB 10 MB 950 MB 100 MB 1000 MB	07:40 07:45 # 0 Bytes 0 Bytes 0 Bytes 0 Bytes	% 0,00 0,00 0,00



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