

IQ AUTOMATION

P R E F A C E

This is the IQ Automation guide for IQ Retail (PTY) Ltd Accounting Software Systems. It will cover in detail, the technical aspects which are applicable to the IQ Enterprise Accounting Software system.

The IQ Automation document will by no means make an expert of you, but it will aid in configuration of the IQ Automation in order for it to function correctly with the IQ Enterprise Accounting Software system.

Although every effort has been made to keep this IQ Automation document up to date, some of the screen examples may not be 100% the same as the ones reflected in previous versions of IQ Automation. This is due to the continuous development and improvement of the IQ System.

Unfortunately, there will be a discrepancy from time to time. We do apologize for the inconvenience that it may cause.

Should you feel that the IQ Automation document is inadequate or requires further explanation or more and better examples, please feel free to email us.

We would love to have some feedback in order to improve the IQ Automation document in some way or another.

Regards,

IQ Retail (PTY) LTD



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IQ AUTOMATION

INTRODUCTION

The IQ Report Server has been renamed to IQ Automation. This software runs as a System Service independent of a specific user profile.

IQ Automation is a service based scheduling application that provides the user with the ability and flexibility of preparing, organizing and distributing relevant data.

The service allows for the automation of various actions including:

- Report Generation
- Data Generation
- Emailing
- FTP
- Imports and Exports

NOTE: IQ Automation is only accessible by users with Administrators' access.

INSTALLATION OF IQ AUTOMATION

IQ Automation is automatically installed onto the server when IQ Enterprise is installed. It usually starts up together with the IQ Registration services.

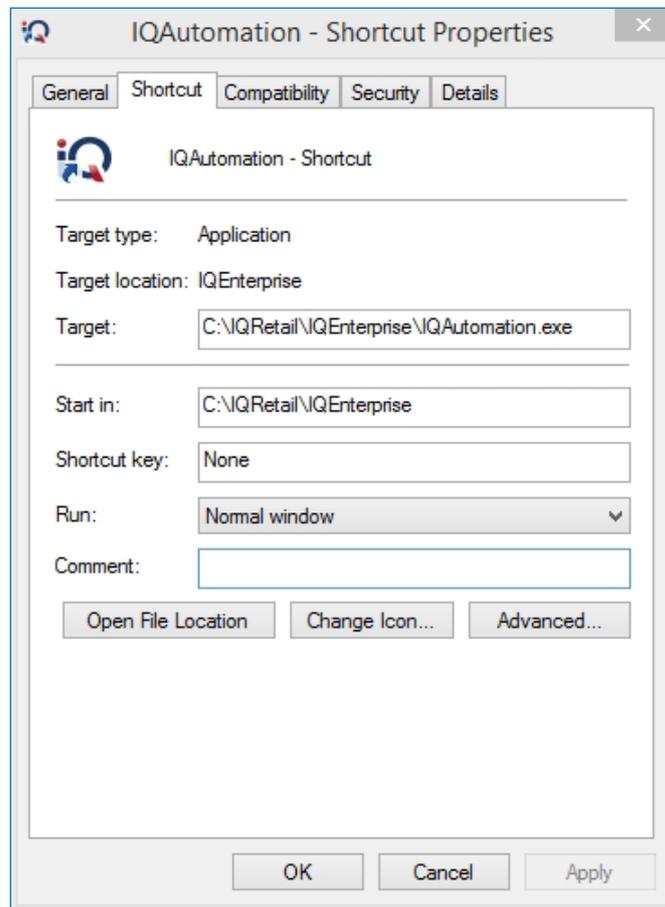
Name	Date modified	Type	Size
userreports	00/00/2013 01:00 ...	file folder	
7z.dll	24/10/2013 11:38 ...	Application extens...	697 KB
CashBIPRO.dll	24/10/2013 11:38 ...	Application extens...	242 KB
cglogics.dll	24/10/2013 11:38 ...	Application extens...	367 KB
CompanyDefaults.bbk	06/02/2015 01:19 ...	BBK File	1 KB
CompanyDefaults.blb	06/02/2015 01:19 ...	BLB File	1 KB
CompanyDefaults	06/02/2015 01:19 ...	dat files	264 KB
CompanyDefaults.dbk	06/02/2015 01:19 ...	DBK File	264 KB
CompanyDefaults.ibk	06/02/2015 01:19 ...	IBK File	29 KB
CompanyDefaults.idx	06/02/2015 01:19 ...	IDX File	29 KB
dbisam.lck	06/02/2015 01:19 ...	LCK File	1 KB
dbsys	18/06/2013 03:11 ...	Application	2 656 KB
DBVerify	01/09/2014 09:49 ...	dat files	2 KB
DBVerify.idx	01/09/2014 09:49 ...	IDX File	29 KB
emails	02/10/2014 02:14 ...	Text Document	1 KB
iQ IQAutomation	11/05/2015 01:30 ...	Application	67 731 KB
IQAutomation	19/12/2013 01:52 ...	Adobe Acrobat D...	2 348 KB
IQAutomation_log	11/05/2015 04:41 ...	Text Document	16 016 KB
iqdeft	30/03/2015 08:23 ...	CSV File	5 KB
iQ IQEnterprise	11/05/2015 01:30 ...	Application	82 474 KB
iQ IQEnterprise	05/01/2015 08:36 ...	Icon	98 KB
IQImages.dll	11/05/2015 10:08 ...	Application extens...	3 674 KB
IQQuick	24/10/2013 11:38 ...	Application	2 636 KB
iQ IQRebuild	11/05/2015 01:28 ...	Application	6 444 KB
iQ IQStockTake	27/08/2014 04:36 ...	Application	7 767 KB
iQ IQUpgrade	11/05/2015 01:29 ...	Application	4 598 KB

The user needs to create a shortcut on the server, using the unique target, to log into IQ Automation.

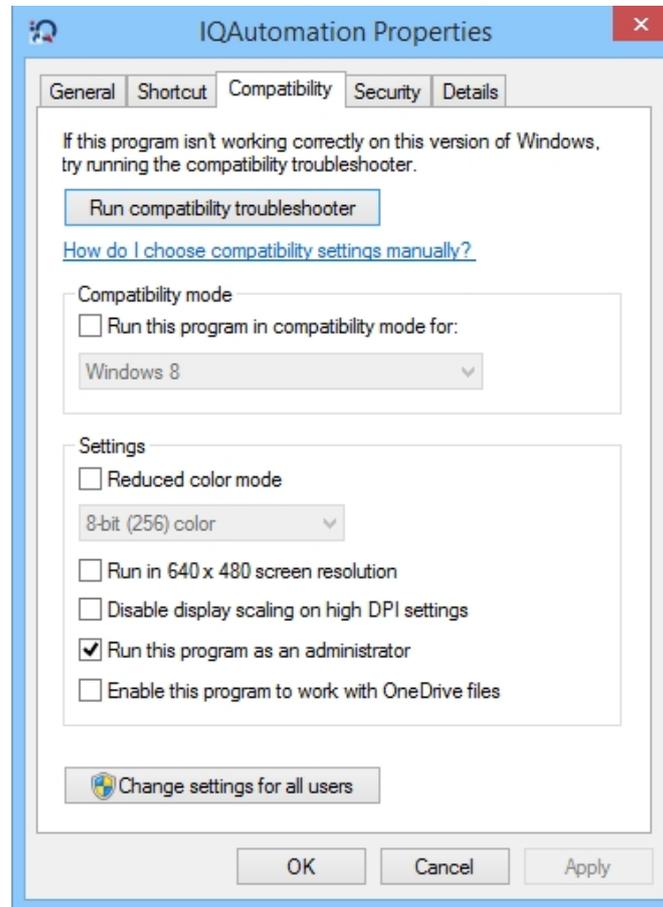


Right click on the IQ Automation.exe (application) file and send the shortcut to the desktop.

Right click on the icon which was sent to the desktop and click on properties.

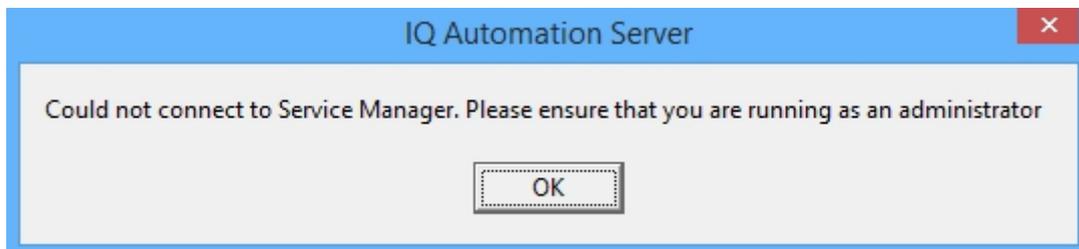


Select the compatibility tab and tick the block next to "Run this program as an administrator". This will allow the user to Stop, Start, Install or Uninstall IQ Automation.



Select the Apply and OK buttons to save the changes made.

NOTE: If IQ Automation is not set to Run as Administrator, messages will appear to tell that the user could not connect to the Service Manager.



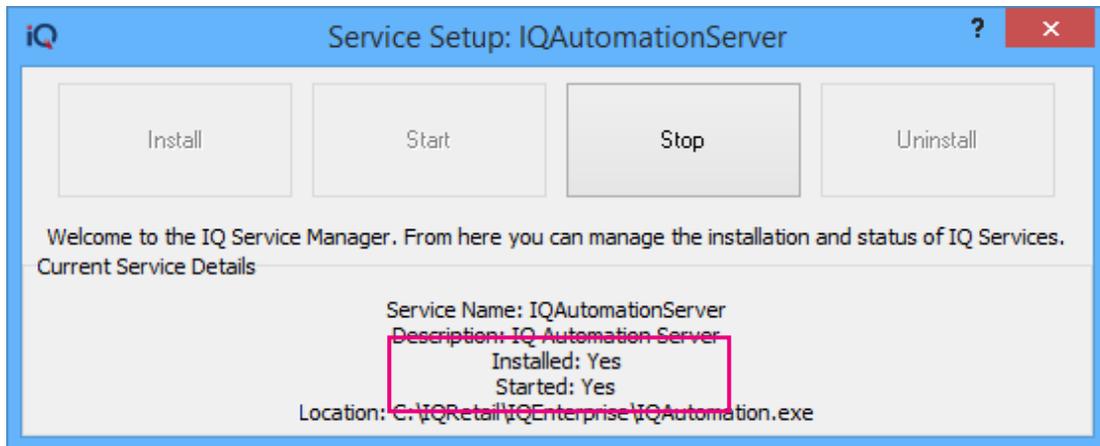
The user will not be able to Start, Stop, Uninstall or Install IQ Automation. System error messages will appear.



SETTING UP IQ AUTOMATION

SERVICE SETUP

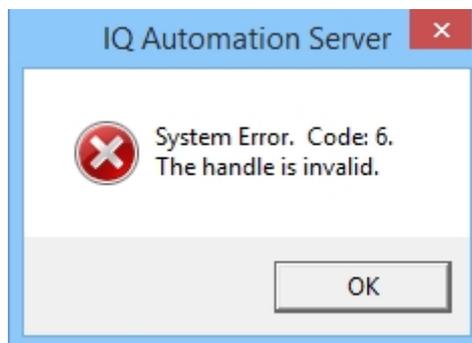
Select the Service Setup option at the top of the IQ Automation screen in order to setup and maintain the IQ Automation Service. Once the Service Setup option has been selected, a dialogue box will appear.



INSTALL

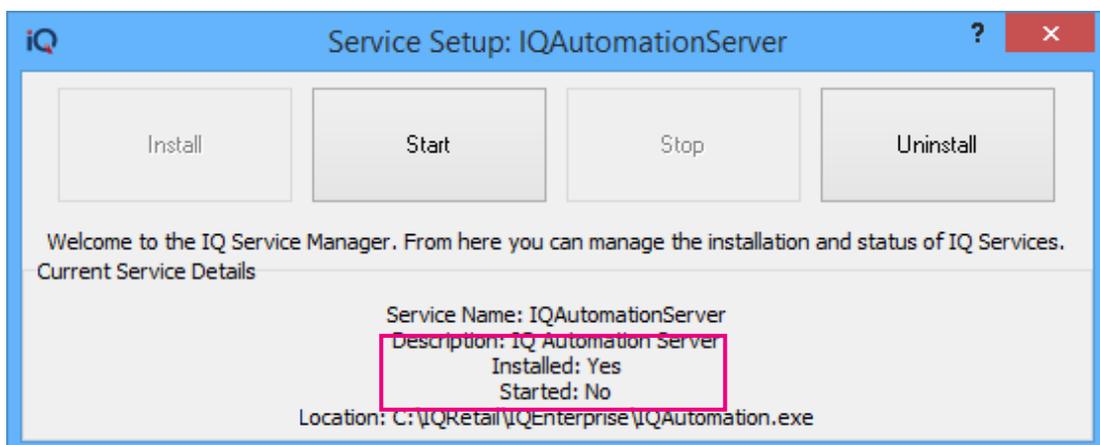
Select the Install function.

NOTE: IQ Automation can only be installed once. The information box will indicate if the IQ Automation Server has been installed. Trying to install IQ Automation again will result in an error message.

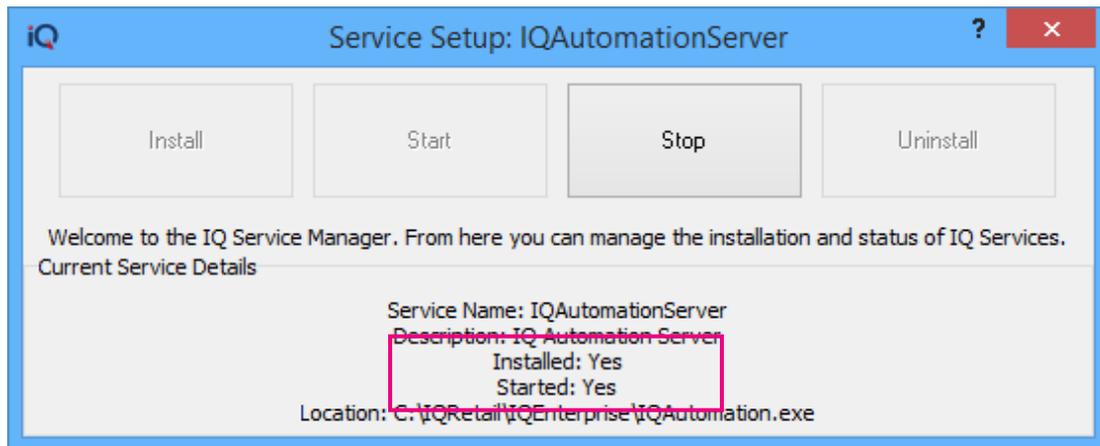


START

The Start option allows the user to start the service once it has been installed.



Once the IQ Automation Service has been installed, the next step is to start the service. Select the Start function.



Once the IQ Automation Service has been started, the user can setup the email and ftp servers and setup scheduled tasks.

STOP

The Stop function allows the user to stop the IQ Automation service at any time. Doing this will also stop all scheduled events from processing.

NOTE: The IQ Automation Service must be running in order for scheduled events to take place.

An example for when the user would want to stop the IQ Automation Service, would be to make a quick backup or to restore data. The user will just have to remember to re-start the service, once the backup or restore is finished.

UNINSTALL

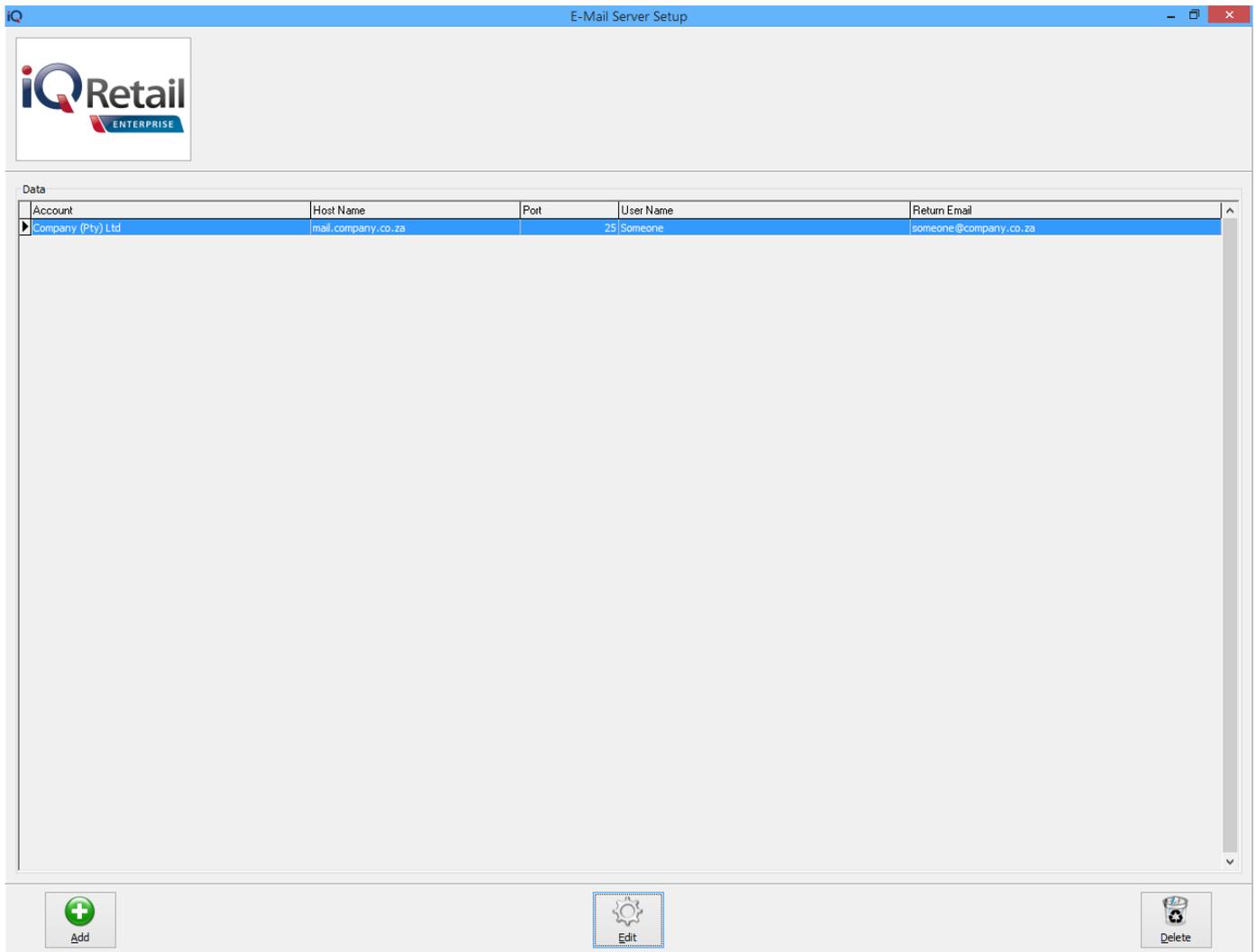
The uninstall function allows the user to uninstall the IQ Automation Service. The service first needs to be stopped, before the user can uninstall it.

NOTE: Remember that if the IQ Automation Service is uninstalled, the scheduled events will no longer function correctly. The IQ Automation Service must be installed and running in order for scheduled events to function correctly.

An example for when the user would want to stop the IQ Automation Service and uninstall it would be when a company was incorrectly created and needs to be deleted.

EMAIL SERVER SETUP

The user needs to configure the email server in order for the IQ Automation Service to send reports from the scheduled events via email using the email configuration that has been created. These configurations must be created before events are scheduled, otherwise the IQ Automation Service will not be able to use this function.



Select the Add option to create the configuration of the email server.

Server Type	SMTP
Account Name	Company (Pty) Ltd
Host (SMTP)	mail.company.co.za
Username	Someone
Port (Default: 25)	25
Return E-mail	someone@company.co.za
Password	*****
Encryption	None

SERVER TYPE

There are three server types to choose from: (click on the down arrow to select one server type)

SMTP

Simple Mail Transfer Protocol is an internet standard for electronic mail (e-mail) transmission.

POP3

POP3 is the most common account type for personal e-mail. Messages are typically deleted from the server when you check your e-mails.

IMAP

Internet Message Access Protocol (IMAP) servers let you work with e-mail messages without downloading them to your computer first.

ACCOUNT NAME

The Account Name field is a descriptive name used to identify the email server you are currently configuring.

HOST (SMTP)

The Host (Simple Mail Transfer Protocol) field is where the hostname of the outgoing mail server is entered. The hostname is the name of the server that is used to send email.

USERNAME

The Username field is where the Username for the host server is entered. This username is the name that is used to authenticate against the host email server.

PORT (DEFAULT: 25)

The Default Port field is the default port that is used for sending emails. By default the port that the email server is listening on, is port 25.

RETURN E-MAIL

The Return Email field is where the return email is entered. This email address is the address that the recipient will reply to.

PASSWORD

The Password field is where the password is entered for the mail server. This password together with the username authenticates against the outgoing email server.

ENCRYPTION

Encryption is the conversion of data into a form, called a "cipher text" that cannot be easily understood by unauthorized people.

NONE

If the message should not be encrypted, the user can click on None.

STARTTLS

STARTTLS is an extension to plain text communication protocols, which offers a way to upgrade a plain text connection to an encrypted (TLS or SSL) connection instead of using a separate port for encrypted communication.

TLS

TLS was released in response to the Internet community's demands for a standardized protocol. The protocol allows client/server applications to communicate in a way that is designed to prevent eavesdropping, tampering or message forgery.

SSL

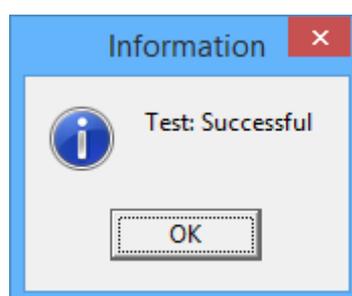
SSL is the secure communications protocol of choice for a large part of the Internet community.

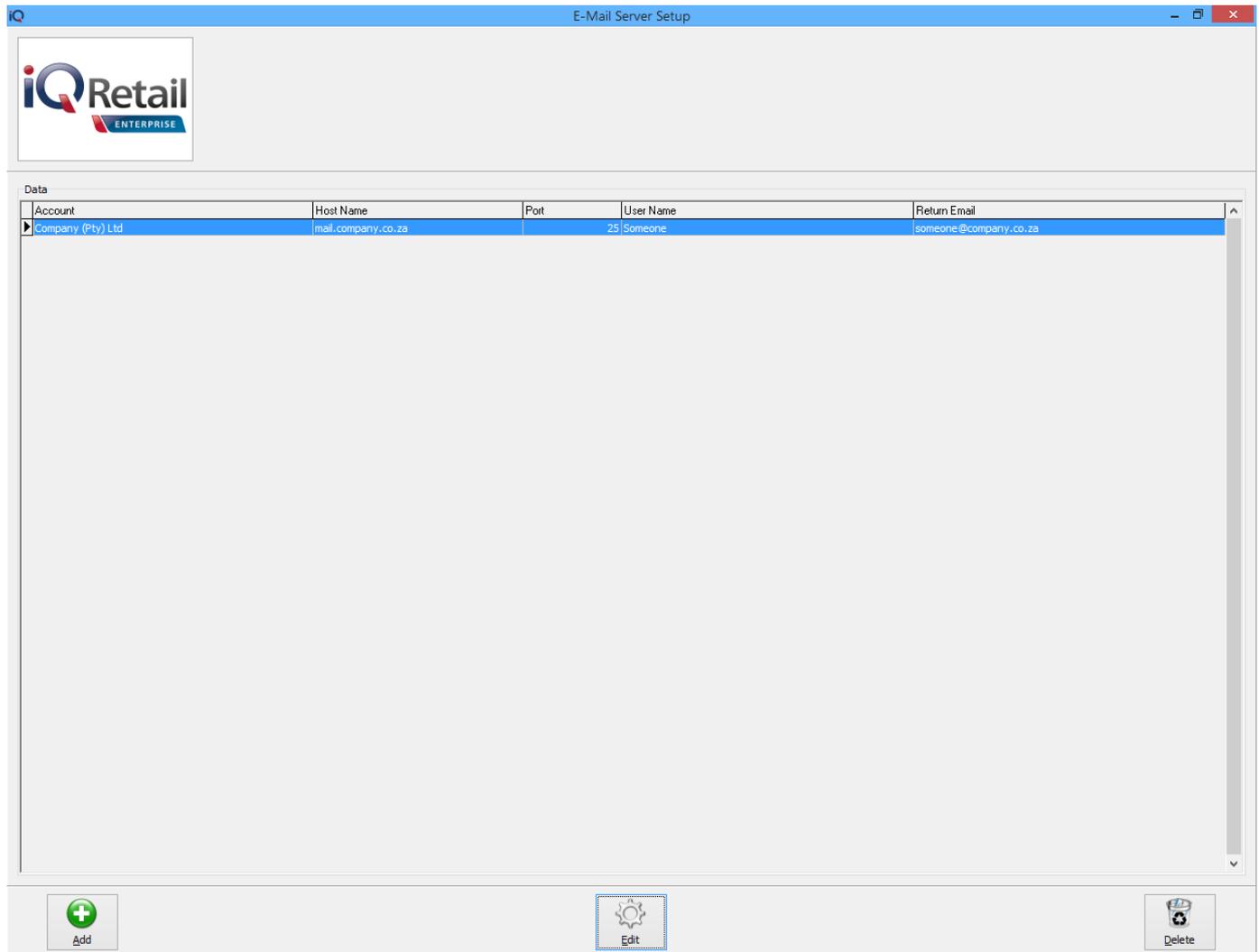
ACCEPT

Select the Accept option to save the information that has been entered.

TEST

The Test option allows the user to test the current settings that have been entered. If no errors are present, then the configuration is correct and the user will get a message stating that the test was successful.





BUTTON FUNCTIONALITY

ADD

Select the Add option if any additional email servers need to be configured.

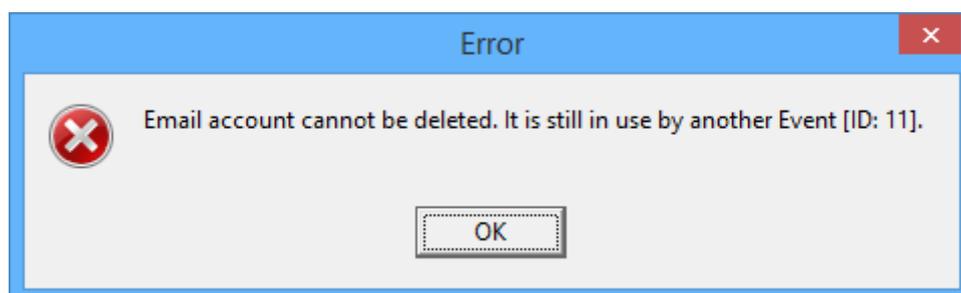
EDIT

Select the Edit option if changes need to be made to any of the existing email server setups.

DELETE

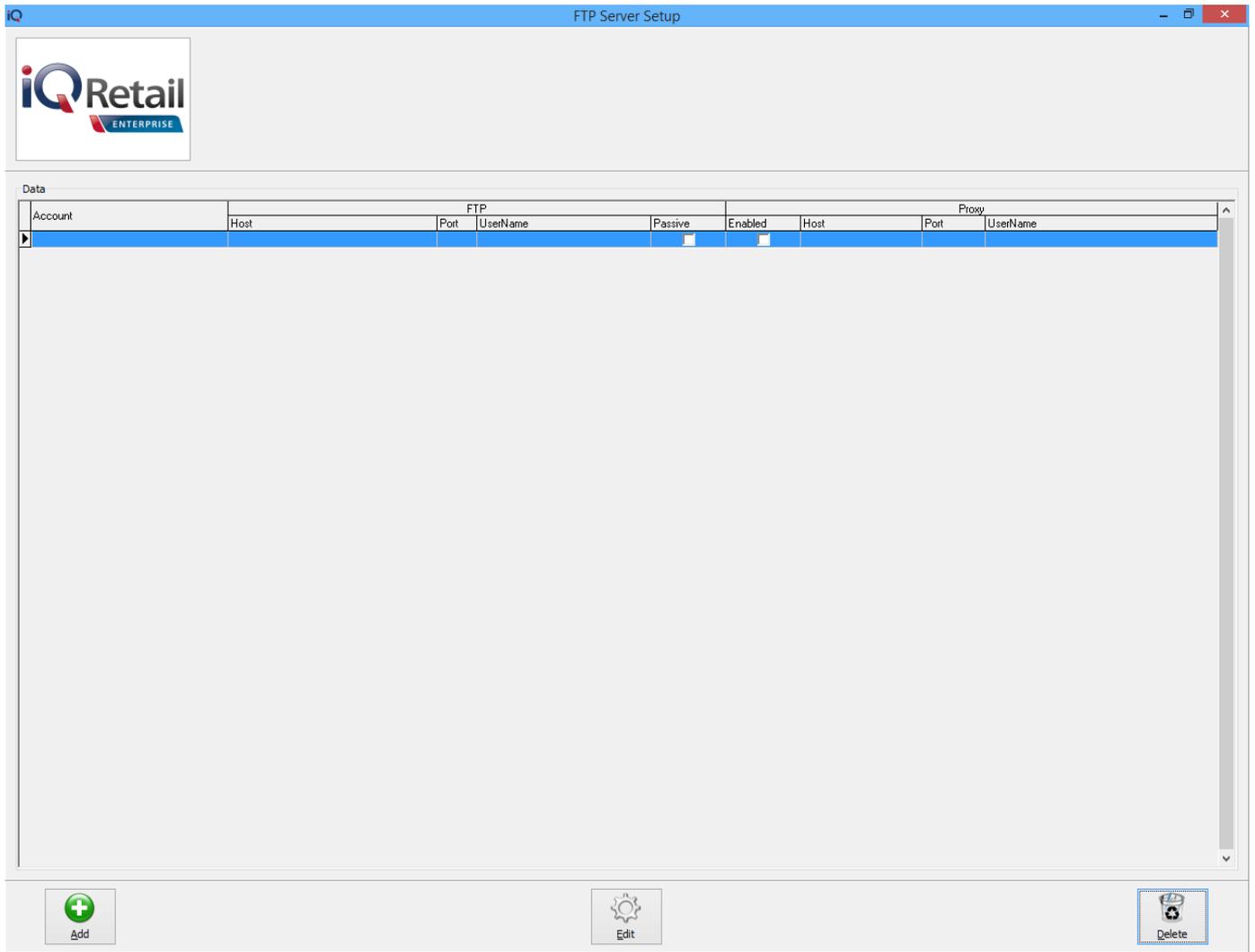
Select the Delete option if any of the existing email server configurations should be deleted. By selecting the delete button, a confirmation box will appear. If the "YES" option is selected, the selected email configuration will be permanently deleted.

NOTE: Email accounts can't be deleted if they are still being used by one of the events.



FTP SERVER SETUP

The next step is to configure the FTP Server. By setting up the FTP Server the IQ Automation Service allows the user to choose where to save information to, when creating events.



Select the Add option to configure and add the FTP server.

Account Name	Company (Pty) Ltd
Transfer Protocol	FTP / FTPS
Host (FTP)	ftp.company.co.za
Port (Default 21)	21
Username	Someone
Password	*****
Encryption	None
<input checked="" type="checkbox"/> Use Passive Mode for File Transfers	
<input type="checkbox"/> Override Passive IP (Only use for problematic Passive Connections)	
<input checked="" type="checkbox"/> Use Proxy	
Host (Proxy)	proxy.company.co.za
Username	Someoneelse
Password	*****
Port (Default 3128)	3128

ACCOUNT NAME

The Account Name field is a descriptive name used to identify the ftp server the user is currently configuring.

TRANSFER PROTOCOL

The user has the option to choose between FTP/FTPS or SFTP (FTP via SSH). Select the required option from the drop down menu.

HOST (FTP)

The Host (File Transfer Protocol) field is where the hostname of the ftp server is entered. The hostname is the name of the server that is used to transfer data to and from.

PORT (DEFAULT 21)

The default port for an ftp server is port 21. This is the port that will be used to transfer data. By default the port that the ftp server is listening on, is port 21.

USERNAME

The Username field is where the username for the ftp server is entered. This username is the name that is used to authenticate against the host ftp server.

PASSWORD

The Password field is where the password is entered for the ftp server. The password together with the username authenticates against the host ftp server.

ENCRYPTION

Encryption is the conversion of data into a form, called a "cipher text" that cannot be easily understood by unauthorized people.

NONE

If the message should not be encrypted, the user can click on None.

STARTTLS

STARTTLS is an extension to plain text communication protocols, which offers a way to upgrade a plain text connection to an encrypted (TLS or SSL) connection instead of using a separate port for encrypted communication.

TLS

TLS was released in response to the Internet community's demands for a standardized protocol. The protocol allows client/server applications to communicate in a way that is designed to prevent eavesdropping, tampering or message forgery.

SSL

SSL is the secure communications protocol of choice for a large part of the Internet community.

USE PASSIVE MODE FOR FILE TRANSFERS

Tick the box next to this option if the passive mode for file transfers needs to be used. The Passive FTP option involves the FTP PASV command. The PASV (passive) is a more secure form of data transfer in which the flow of data is set up and initiated by the File Transfer Program FTP Client rather than by the FTP Server program. Most Web browsers (which act as FTP clients) use passive FTP by default because it's preferred as a safety measure.

OVERRIDE PASSIVE IP (ONLY USE FOR PROBLEMATIC PASSIVE CONNECTIONS)

This option, if enabled, will override the Passive IP to ensure a stable connection.

USE PROXY

Tick the box next to the Use Proxy option to enable the proxy. A proxy server is a server that acts as an intermediary between a workstation user and the Internet, so that the company can ensure security, administrative control and a caching service. A proxy server is associated with or part of a gateway server that separates the company network from the outside world and a firewall that protects the company's network from outside intrusion.

HOST (PROXY)

The host proxy server will be the server that any internet connections would go through in order to access the World Wide Web and for processing scheduled events within the IQ Automation Service. Enter the details of the proxy server.

USERNAME

The Username field is where the Username for the proxy server is entered. The username is the name that is used to authenticate against the proxy server.

PASSWORD

The Password field is where the password for the proxy server is entered. This password together with the username authenticates against the proxy server.

PORT (DEFAULT 3128)

The Port field displays the default port that is used for any workstation to access the World Wide Web via the proxy server. By default the port that the proxy server is listening on, is port 3128.

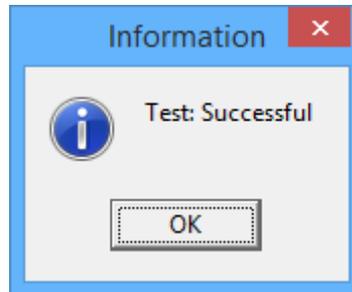


ACCEPT

Select the Accept option to save the information that has been entered.

TEST

The Test option allows the user to test the current settings that have been entered. If no errors are present, the configuration is correct and the user will get a message stating that the test was successful.

**BUTTON FUNCTIONALITY****ADD**

Select the Add option if any additional ftp servers need to be configured.

EDIT

Select the Edit option if changes need to be made to any of the existing ftp server setups.

DELETE

Select the Delete option if any of the existing email server configurations should be deleted. By selecting the delete button, a confirmation box will appear. If the "YES" option is selected, the selected email configuration will be permanently deleted.

SCHEDULED EVENTS

Scheduling an event allows the user to setup and create specific events that will occur on a specified date and time. These events can either generate a report, execute SQL Queries, run processes, import or export IQ XML files.

IMPORTANT: When using the "1-Report" option to generate reports via the scheduled event, these reports may **NOT** contain any dialogue boxes.

Name	Enabled	Schedule			User	Created	Item Type	Definition Type
		Last	Last Result	Next				
IQEVENT_XML_LOGGING	<input checked="" type="checkbox"/>	11/11/2015 10:07:01	OK	11/11/2015 10:10:00	0	30/06/2014 00:22:20	Process	System Defined - IQ Enterprise 5
IQEVENT_EMAIL_OUTBOX	<input checked="" type="checkbox"/>	11/11/2015 10:08:17	OK	11/11/2015 10:09:00	1	30/06/2014 00:22:20	Process	System Defined - IQ Enterprise 5
IQEVENT_EMAIL_ARCHIVE	<input checked="" type="checkbox"/>	11/11/2015 07:54:05	OK	12/11/2015	1	30/06/2014 00:22:20	Process	System Defined - IQ Enterprise 5
IQEVENT_DATATRIGGERS	<input checked="" type="checkbox"/>	11/11/2015 10:07:11	E-Mail	11/11/2015 10:10:00	0	30/06/2014 00:22:21	Process	System Defined - IQ Enterprise 5
IQEVENT_HOUSEKEEPING	<input checked="" type="checkbox"/>	11/11/2015 07:55:00	OK	12/11/2015	1	30/06/2014 00:22:21	Process	System Defined - IQ Enterprise 5
CREDITORS LIST	<input checked="" type="checkbox"/>	09/11/2015 07:57:30	OK	16/11/2015	1	25/05/2015 16:54:37	SQL Script	User Defined
DEBTORS LIST	<input checked="" type="checkbox"/>	05/11/2015 08:02:12	OK	05/12/2015	1	11/06/2015 16:51:51	User / Custom R	User Defined
STOCK EXPORT	<input type="checkbox"/>	03/07/2015 13:01:45	Failed		1	18/06/2015 13:40:04	Process	User Defined
STOCK IMPORT - 002	<input type="checkbox"/>	06/07/2015 10:31:54	OK		1	19/06/2015 10:34:49	IQ XML Imports	User Defined
LIVE UPDATE	<input type="checkbox"/>	06/07/2015 10:37:13	OK		1	03/07/2015 13:05:51	Process	User Defined
IQEVENT_ONEONE_LIVETX	<input checked="" type="checkbox"/>	11/11/2015 10:01:30	OK	11/11/2015 10:15:00	0	09/07/2015 08:24:49	Process	System Defined - IQ Enterprise 5

NOTE: The setup of events displayed on the screen above have been completed.

SORT ORDER

The Sort Order allows the user to change the sequence of the data displayed on the screen.

COLOUR LEGEND

Colour legends indicate if **events** are Normal, **Has Errors** or **Disabled**.

DATA INFORMATION

NAME

This is the Name of the event.

ENABLED

The tick in the enabled box will indicate if the event is enabled or disabled.

SCHEDULE**LAST**

The last date and time the event was processed.

LAST RESULT

The Last Result will indicate if the event was processed successfully or not. OK indicates that there were no errors and the event was processed correct.

NEXT

The next date and or time the event is scheduled to be processed again.

USER

User 0 is the System defined events and user 1 will be the events set up by the administrator.

CREATED

The date and time the selected event was created.

ITEM TYPE

The user has the option to select one of 6 item types:

0 – None

1 – User / custom Reports

2 – SQL Scripts

3 – Process

4 – IQ XML Export

5 – IQ XML Import

DEFINITION TYPE

IQ Automation Events can now be of User Defined Type or of System Generated Type. These types are displayed on the display grid. IQ Automation is used by the IQ Enterprise family of packages for system automated events. These events will be added automatically by the IQ system and will be scheduled with default values.

BUTTON FUNCTIONALITY**FILTER**

The filter option allows the user to filter for specific information on the Events Setup Screen.

ADD

Select the add option to add any additional events that need to be scheduled.

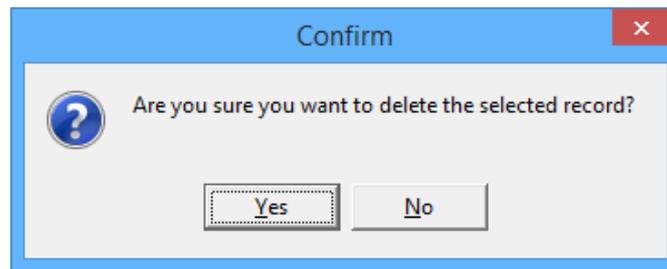
EDIT

Select the Edit option if any changes need to be made to any of the existing scheduled events.

NOTE: Editing of System defined Events will provide limited updating options.

DELETE

Select the Delete option if any of the existing scheduled events should be deleted. By selecting the delete button, a confirmation box will appear.



If the "YES" option is selected, the selected event will be permanently deleted from the system.

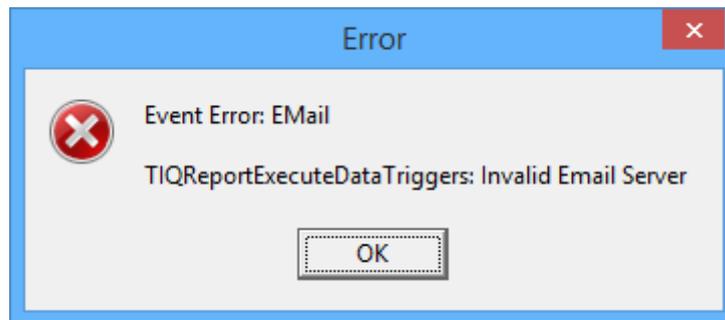
NOTE: Users will not be allowed to Delete System Defined Events.

VIEW LAST ERROR

The View Last Error allows the user to see a detailed description of the errors if the test option failed. Select an event that is listed in red on the Events Setup screen and click on the View Last Error button.

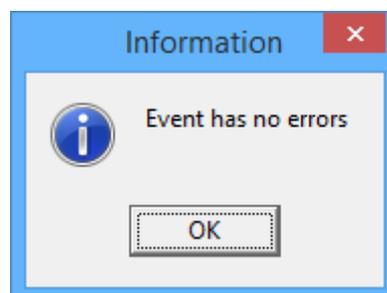
This will also display detailed error results if the error was caused by the actual event that encountered an error - NOT only when using the test button.

Example of error message:



TEST EVENT

The Test Event option allows the user to test the currently selected scheduled event. If the scheduled event has been setup correctly, the system will return a dialogue box, stating "Event has no Errors".



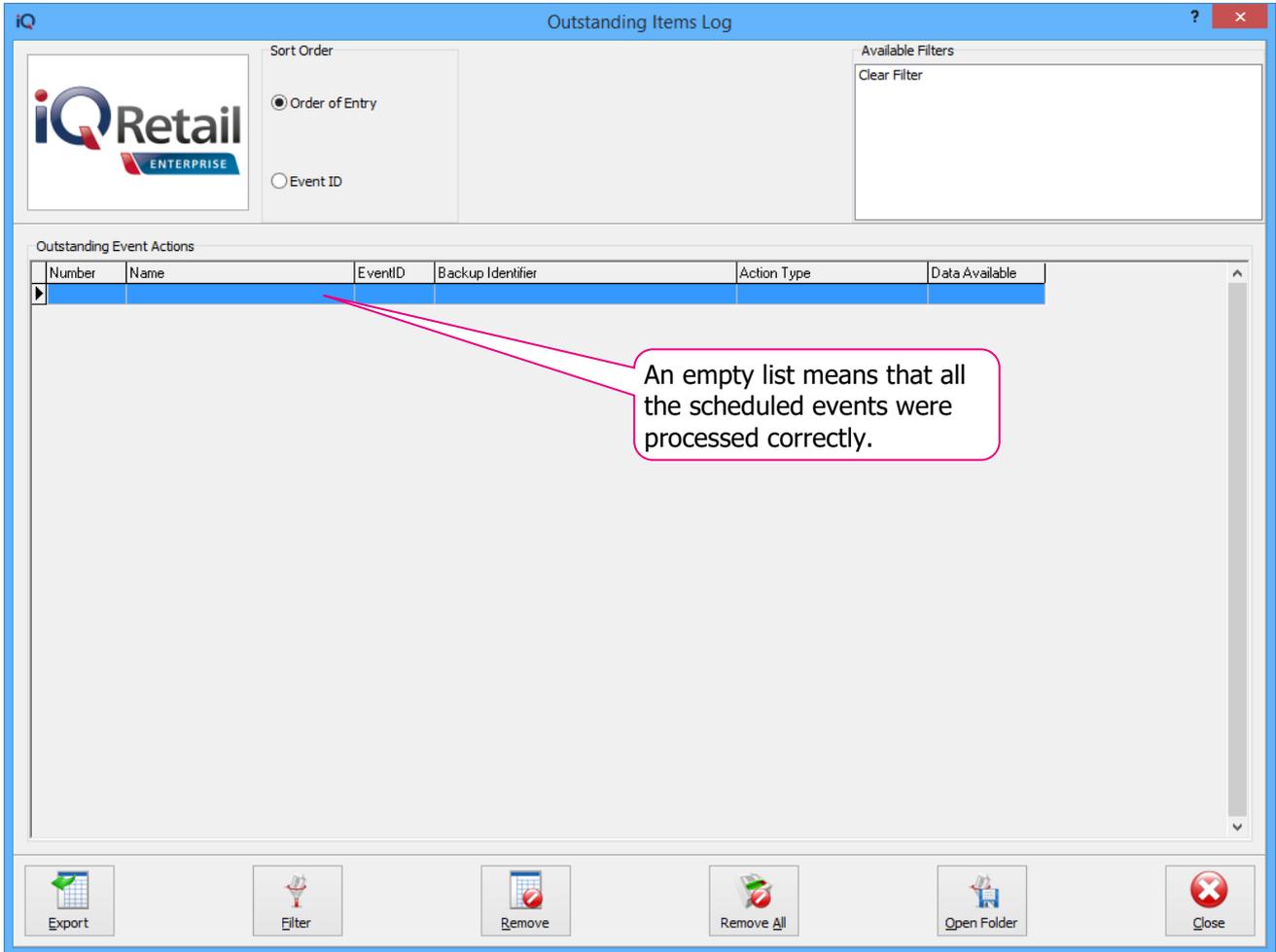
The system will also execute the event and email the report, ftp it, or print it, as the actions were setup.

VIEW LOGS

The IQ Automation service keeps a log of all the scheduled events which didn't execute correctly and is able to provide the user with a list of all these failed events, as well as a reason therefore.

OUTSTANDING ACTIONS

The IQ Automation service is able to provide the user with a list of all outstanding events. In other words all the sheduled events that didn't execute correctly.



VIEW EVENT LOGS

The IQ Automation service is able to provide the user with a list of events, everytime the selected event failed, as well as reasons for the failure.

Sort Order

Order of Entry

Event ID

Event Log

Number	EventID	Name	Last Run	Error Type	Error Information
170215	4	IQEVENT_DATATRIGGERS	11/11/2015 08:21:26	Email	TIQReportExecuteDataTriggers: Invalid Email Server
170221	4	IQEVENT_DATATRIGGERS	11/11/2015 08:27:12	Email	TIQReportExecuteDataTriggers: Invalid Email Server
170226	4	IQEVENT_DATATRIGGERS	11/11/2015 08:31:51	Email	TIQReportExecuteDataTriggers: Invalid Email Server
170232	4	IQEVENT_DATATRIGGERS	11/11/2015 08:36:34	Email	TIQReportExecuteDataTriggers: Invalid Email Server
170238	4	IQEVENT_DATATRIGGERS	11/11/2015 08:42:18	Email	TIQReportExecuteDataTriggers: Invalid Email Server
170243	4	IQEVENT_DATATRIGGERS	11/11/2015 08:46:55	Email	TIQReportExecuteDataTriggers: Invalid Email Server
170249	4	IQEVENT_DATATRIGGERS	11/11/2015 08:51:45	Email	TIQReportExecuteDataTriggers: Invalid Email Server
170254	4	IQEVENT_DATATRIGGERS	11/11/2015 08:56:26	Email	TIQReportExecuteDataTriggers: Invalid Email Server
170260	4	IQEVENT_DATATRIGGERS	11/11/2015 09:02:09	Email	TIQReportExecuteDataTriggers: Invalid Email Server
170266	4	IQEVENT_DATATRIGGERS	11/11/2015 09:06:51	Email	TIQReportExecuteDataTriggers: Invalid Email Server
170271	4	IQEVENT_DATATRIGGERS	11/11/2015 09:11:31	Email	TIQReportExecuteDataTriggers: Invalid Email Server
170277	4	IQEVENT_DATATRIGGERS	11/11/2015 09:17:15	Email	TIQReportExecuteDataTriggers: Invalid Email Server
170283	4	IQEVENT_DATATRIGGERS	11/11/2015 09:21:55	Email	TIQReportExecuteDataTriggers: Invalid Email Server
170288	4	IQEVENT_DATATRIGGERS	11/11/2015 09:26:34	Email	TIQReportExecuteDataTriggers: Invalid Email Server
170294	4	IQEVENT_DATATRIGGERS	11/11/2015 09:32:23	Email	TIQReportExecuteDataTriggers: Invalid Email Server
170300	4	IQEVENT_DATATRIGGERS	11/11/2015 09:37:04	Email	TIQReportExecuteDataTriggers: Invalid Email Server
170305	4	IQEVENT_DATATRIGGERS	11/11/2015 09:41:44	Email	TIQReportExecuteDataTriggers: Invalid Email Server
170309	4	IQEVENT_DATATRIGGERS	11/11/2015 09:45:06	Email	TIQReportExecuteDataTriggers: Invalid Email Server
170317	4	IQEVENT_DATATRIGGERS	11/11/2015 09:52:08	Email	TIQReportExecuteDataTriggers: Invalid Email Server
170322	4	IQEVENT_DATATRIGGERS	11/11/2015 09:56:46	Email	TIQReportExecuteDataTriggers: Invalid Email Server
170327	4	IQEVENT_DATATRIGGERS	11/11/2015 10:01:26	Email	TIQReportExecuteDataTriggers: Invalid Email Server
170334	4	IQEVENT_DATATRIGGERS	11/11/2015 10:07:11	Email	TIQReportExecuteDataTriggers: Invalid Email Server
170339	4	IQEVENT_DATATRIGGERS	11/11/2015 10:11:49	Email	TIQReportExecuteDataTriggers: Invalid Email Server
170341	4	IQEVENT_DATATRIGGERS	11/11/2015 10:13:54	Email	TIQReportExecuteDataTriggers: Invalid Email Server
170345	4	IQEVENT_DATATRIGGERS	11/11/2015 10:16:31	Email	TIQReportExecuteDataTriggers: Invalid Email Server
170350	4	IQEVENT_DATATRIGGERS	11/11/2015 10:19:27	Email	TIQReportExecuteDataTriggers: Invalid Email Server

Export Delete Close

For this example, the reason for failing is that the Email Server is not setup correctly.

ITEM TYPES

Scheduling an event allows the user to setup and create specific events that will occur on a specified date and/or time. The events can either generate reports, execute SQL queries, run processes, import or export IQ XML files.

SCHEDULED EVENTS USING THE NONE TYPE

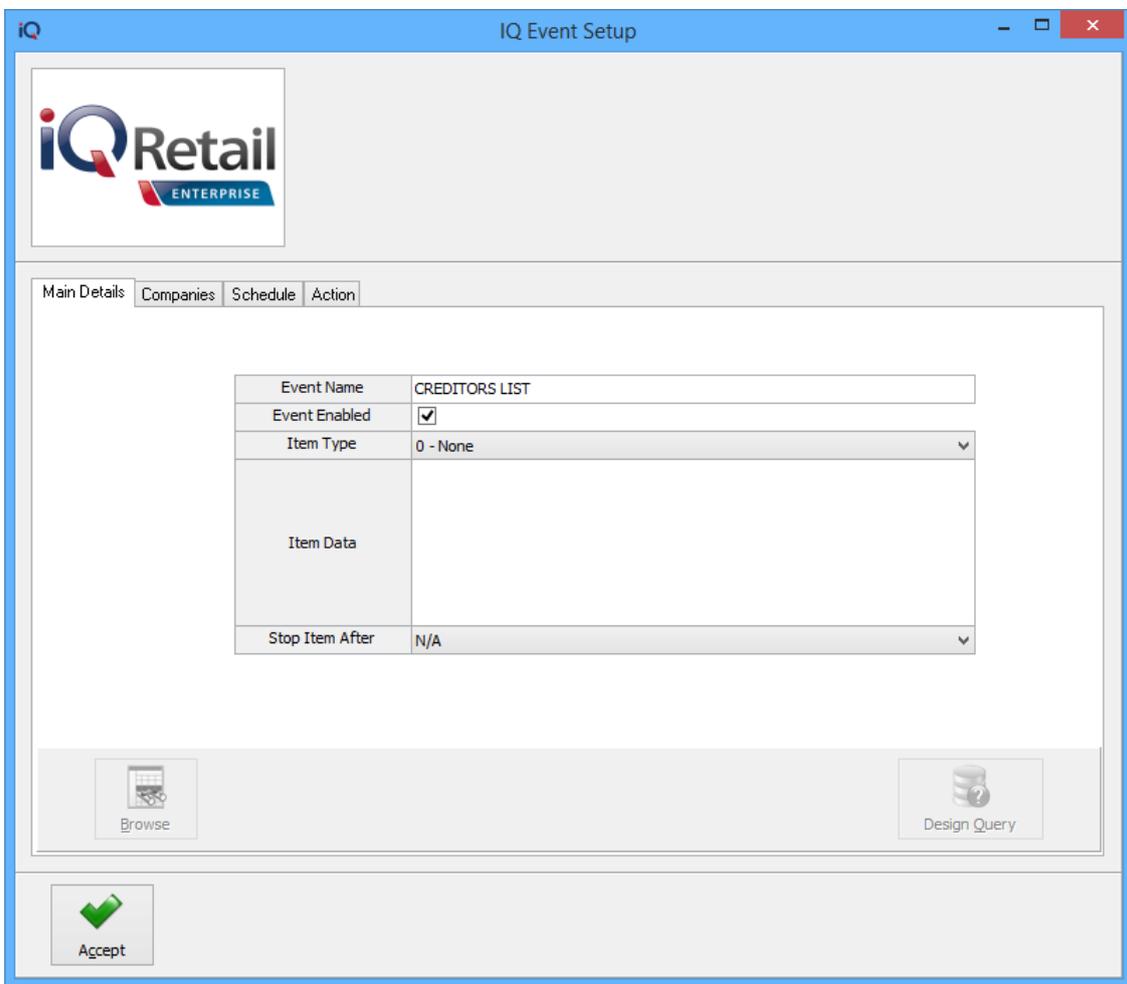
In order to add or edit a scheduled event, select the Add/Edit option.

IMPORTANT: The **NONE** item type allows the user to disable any scheduled event at any given time.

ITEM TYPE

The item type option allows the user to pick from 6 types; **0-None**, 1-User/Custom Report, 2-SQL Script, 3-Process, 4-IQ XML Exports and 5- IQ XML Imports.

NOTE: When the **None** option is used to disable an event, some information can be lost, where as if a scheduled event is deleted, all information will be lost.

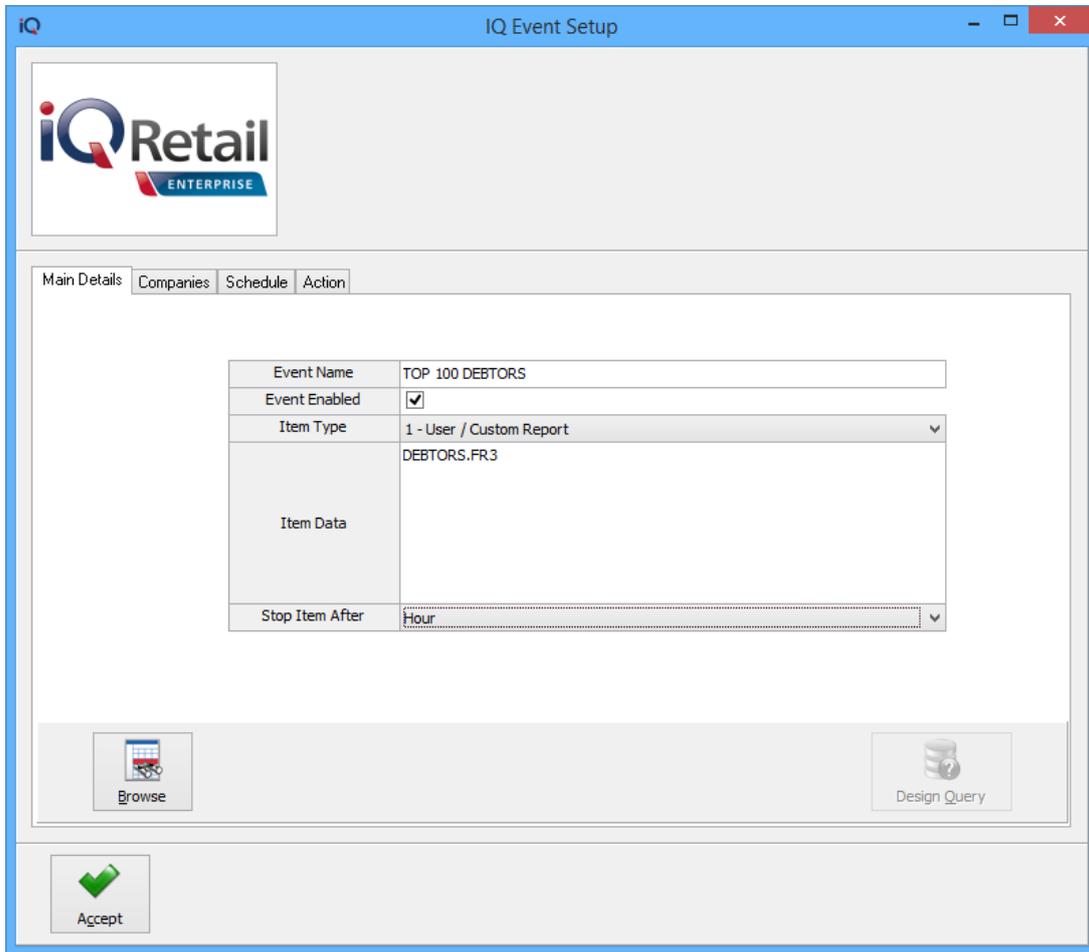


To disable an event, select the None item type and click on the Accept button on the bottom of the screen.

SCHEDULED EVENTS USING THE REPORT TYPE

In order to add a scheduled event, select the Add option.

IMPORTANT: When using the “**1-User / Custom Report**” option to generate reports via the scheduled events, these reports may **NOT** contain any dialogue boxes.



The screenshot shows the 'IQ Event Setup' window with the 'Main Details' tab selected. The event configuration is as follows:

Event Name	TOP 100 DEBTORS
Event Enabled	<input checked="" type="checkbox"/>
Item Type	1 - User / Custom Report
Item Data	DEBTORS.FR3
Stop Item After	Hour

At the bottom of the window, there are three buttons: 'Browse' (with a calendar icon), 'Design Query' (with a database icon), and 'Accept' (with a green checkmark icon).

MAIN DETAILS

EVENT NAME

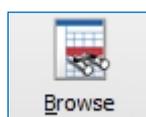
The event name is where the user gives the specific event a name.

EVENT ENABLED

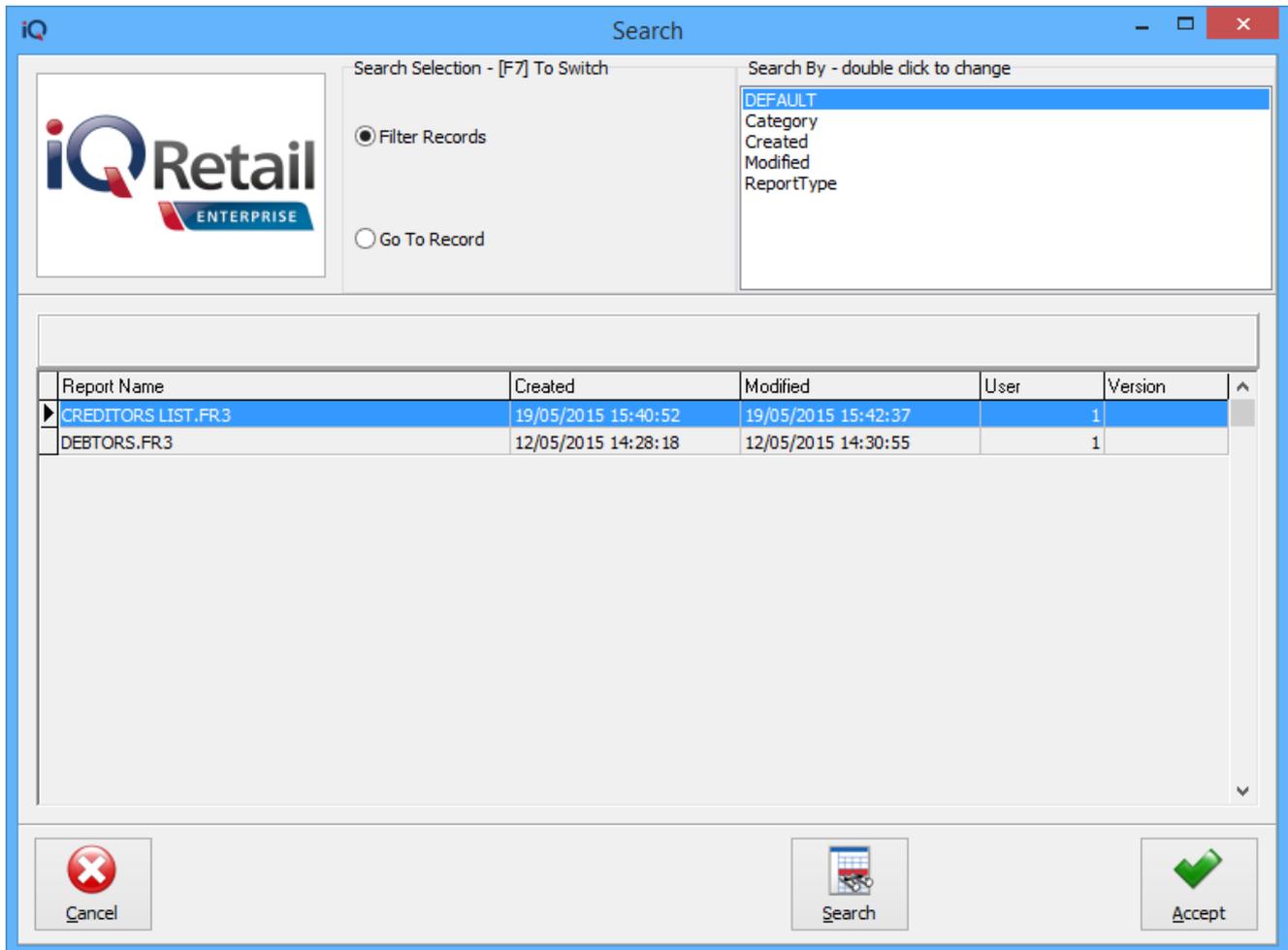
The event enable option allows the user to activate or deactivate a specific event. If the event is not enabled, the specific event will not be executed.

ITEM TYPE

The item type option allows the user to pick from 6 types; 0-None, **1-User/Custom Report**, 2-SQL Script, 3-Process, 4-IQ XML Exports and 5- IQ XML Imports. If the Report option is selected, the Browse Option becomes available.



The user has to click on the Browse button to select one of the available reports in the User Reports folder.



Only existing User Reports will be available for selection. These reports may **NOT** contain any dialogue boxes.

NOTE: User Reports are those reports created by using the Report Writer, they are not the standard or default reports in the system

ITEM DATA

Once the User Report has been selected, the Item Data will display the name of the Report.

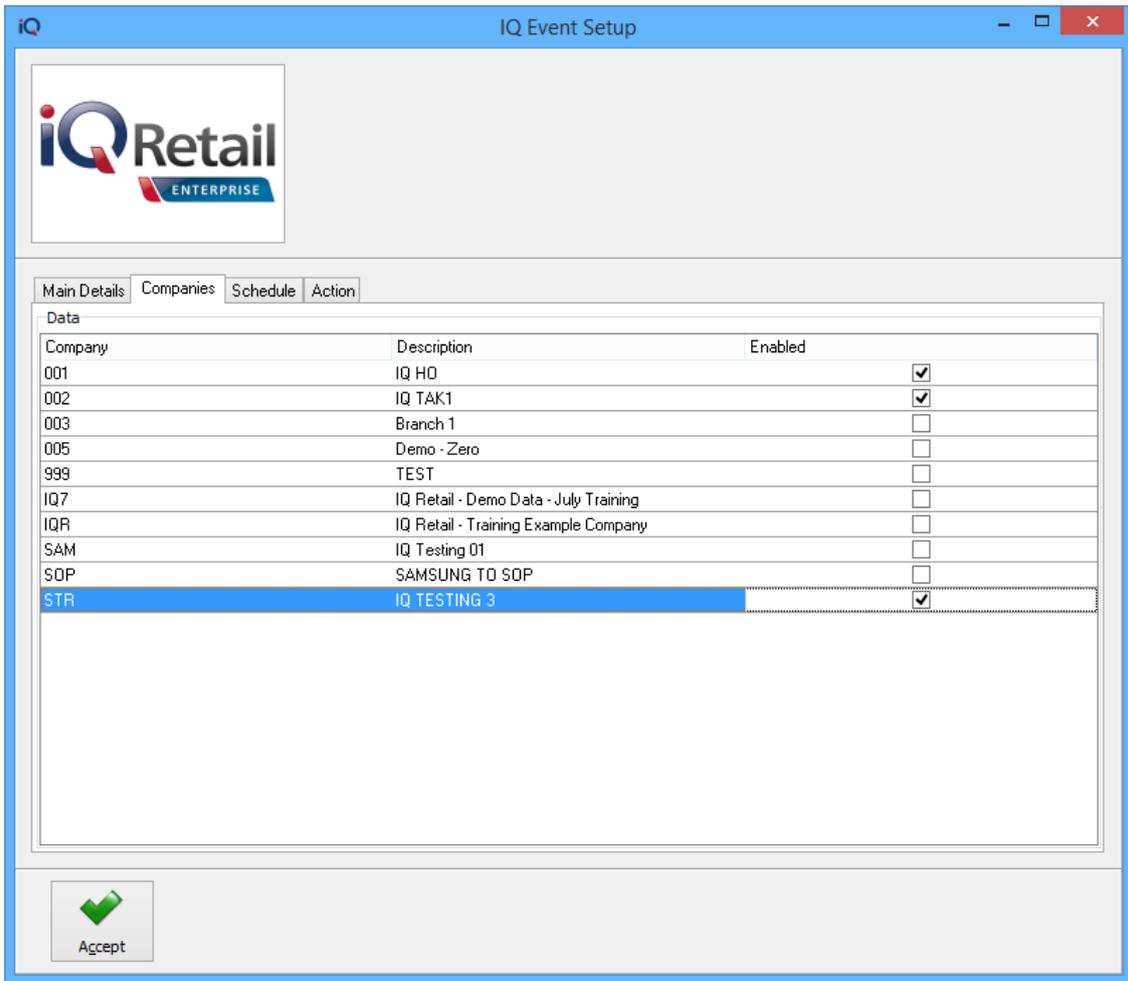
STOP ITEM AFTER

This option allows the user to specify when the event should stop. It is possible to let the event stop at previously setup time periods, which can be selected from the drop down menu from 5 minutes to 4 hours.

IMPORTANT: The system defaults to 5 (five) minutes, when the N/A (Not Applicable) option is selected, as a safety precaution. If the event fails, no other scheduled events can be executed until the problematic event is stopped.

COMPANIES

Under the companies tab, the user needs to enable the scheduled event for a specific company. This can be done by selecting the enable option next to the company name (ticking it).

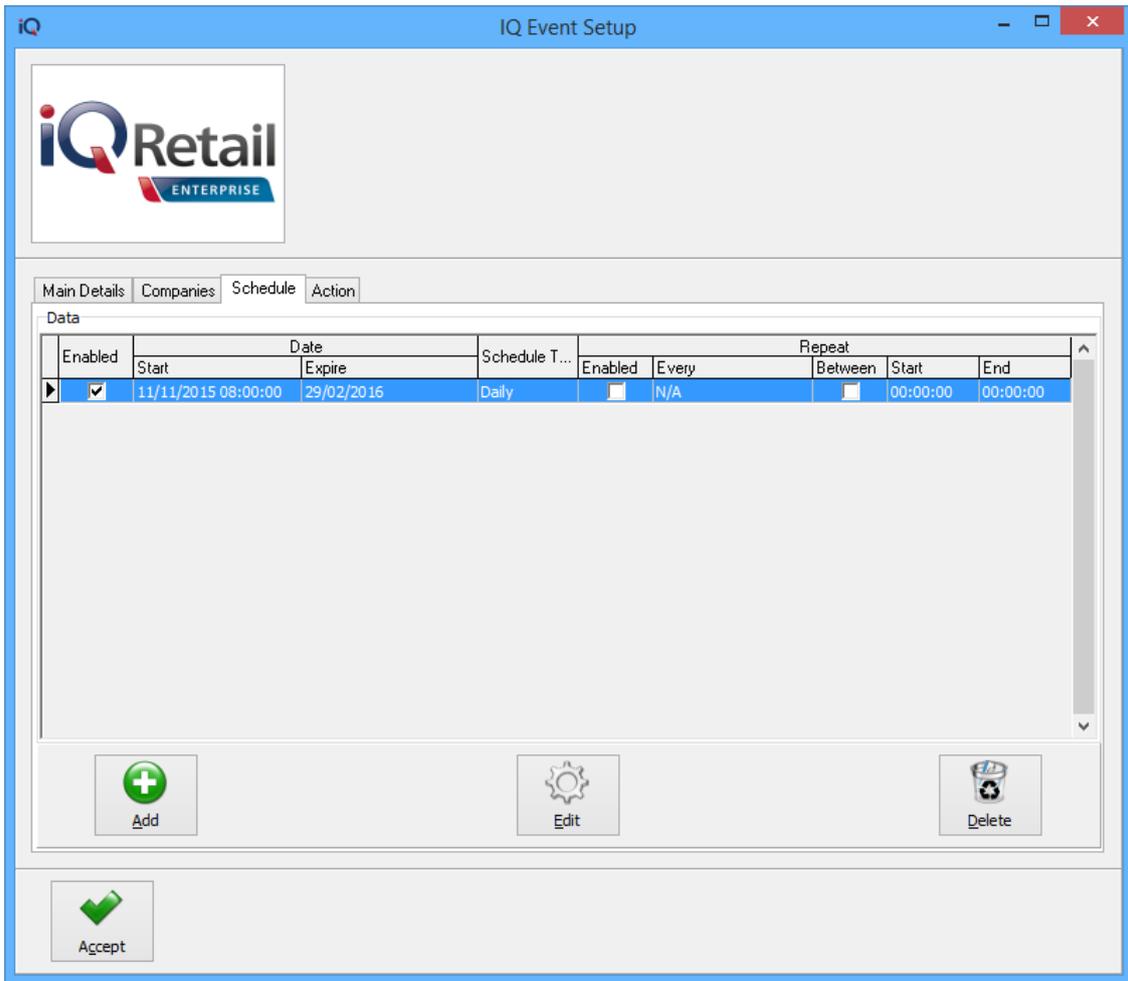


In the event where more than one company is enabled, each selected company's report will be executed and sent separately.

NOTE: Once the event is enabled for the specific company, proceed to the schedule tab.

SCHEDULE

Under the schedule tab the user is able to setup a specific schedule for the event. To create a schedule event, select the Add option.



NOTE: Selecting the add option allows the user to specify periods, dates and times for the event.

MAIN

SCHEDULE TYPE

The schedule type allows the user to choose the frequency of the event. There are 5 different frequency options that the user is able to choose from.

NONE

The None Option allows the user to disable the event and it will not be scheduled for any time at all.

ONE TIME

The One Time option will allow the user to schedule the event as a once off event.

DAILY

The Daily option allows the user to configure the scheduled event on a daily basis at a specific time.

NOTE: The user can select if the event should be executed every day or every second day of the week.

WEEKLY

The Weekly option allows the user to configure the scheduled event per week.

Detail	
Recur Every:	1 Weeks on
Days:	Mon;Fri

NOTE: If the Weekly option has been selected, further options become available.

NOTE: Now the user is able to select which weeks of the month and also the actual days within each week, the scheduled event should be executed.

MONTHLY

The Monthly option allows the user to configure the scheduled event for specific months of the year.

Detail	
Months:	Feb;Apr;Jun;Sep;Nov;Dec
<input checked="" type="radio"/> Days	5;10;15;20;25;Last
<input type="radio"/> Custom	None selected None selected

NOTE: If the Monthly option has been selected, further options become available.

NOTE: Now the user is able to select which months of the year and also the actual days within the selected months, the scheduled event should be executed.

iQ
Events Schedule

Main

Schedule Type

None
 One Time
 Daily
 Weekly
 Monthly

Start Date: 11/11/2015 08:00:00

Detail

Months: Jan;Feb;Apr;Jun;Aug;Oct;Dec

Days: 1;8;16;20;26;31;Last
 Custom: None selected Mon;Fri

Advanced

Enabled:

Expiry Date: 29/02/2016 00:00:00

Repeat:

Repeat Frequency: 4 Hours

Repeat Between:

Repeat Between Start: 00:00:00

Repeat Between End: 00:00:00

Accept

ADVANCED

ENABLED

The Enabled option needs to be ticked; otherwise the scheduled event will not be executed. Make sure the scheduled event is enabled.

EXPIRY DATE

The Expiry date allows the user to specify when the configured scheduled event must expire. This option can be left open, if there is no expiry date for the event.

REPEAT

The Repeat option allows the user to select the scheduled event to repeat every couple of minutes or hours. The range is between 5 minutes and 4 hours. The event will only be executed once within the date and time range, if there are no errors. It will only repeat within the date and time range, if the repeat option is enabled.

REPEAT FREQUENCY

The Repeat Frequency becomes available once the Repeat is enabled. The Repeat Frequency allows the user to specify when this scheduled event must repeat. This could be every 5 minutes, up to every 4 hours.

REPEAT BETWEEN

The Repeat Between option allows the user to specify if this scheduled event must repeat between specific times. Make sure this option is enabled if the event is being repeated between times.

REPEAT BETWEEN START

The Repeat Between Start allows the user to configure a specific repeat start time for the specific scheduled event.

REPEAT BETWEEN END

The Repeat Between End allows the user to configure a specific repeat end time for the specific scheduled event.

ADD

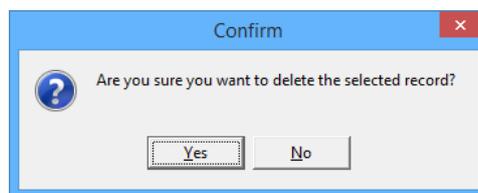
Select the Add option if any additional event scheduling options need to be added.

EDIT

Select the Edit option if any changes need to be made to any of the existing scheduled events.

DELETE

Select the Delete option if any of the existing event configurations should be deleted. By selecting the scheduled event and then clicking on the Delete button, a confirmation box will appear.



When the "YES" option is selected, the existing scheduled event will be permanently deleted.

ACTION

Under the Action tab, the user is able to set the desired action for a specific scheduled event. In other words, one is able to tell the event that it must either export the report, Email, FTP, and Print or compress the report.

IMPORTANT: When setting up the necessary actions for the scheduled events, make sure that the action events are in the correct order. The order should be as follows: export the report first, and the next action should be either compressing the reports or sending it out via email.

If the priority of the event is first to email, a blank email will be sent. Thereafter the rest of the actions will follow, meaning then only will it export the report and compress the file.

MAIN

ACTION TYPE

The Main Action Type provides the user with actions to be used with the report to execute the scheduled event.

ACTION DETAILS

The Action Details provide the user with the option on what to do with the event results, where to save or send the data, which name and format to use for the report.

ACTION TYPES & THEIR APPROPRIATE DETAILS

NONE

The None action type means that no action will be taken on the scheduled event and there are no details.

EXPORT REPORT

The Export report action option allows the user to export the report that is used on the scheduled event, in a specific format. The report can be exported in one of the following formats: PDF, XLS, HTML, Text, BMP, GIF, JPEG, TIFF, RTF and CSV. The user can export the report and give it a specific name.

Action Details	
Enabled	<input checked="" type="checkbox"/>
Format	PDF file
File Name	Debtors.pdf

ENABLED

The enabled option allows the user to enable the specific action.

FORMAT

The Format option allows the user to choose a specific format to export the report in.

FILE NAME

The File Name option allows the user to specify the File Name for the Information that is exported. This means that the user is able to type in any name for the file or information that is exported.

COPY TO / FROM LOCATION

After the scheduled report has been executed, the user can select where the report can be copied to, or it can be copied from the server to another destination where it will be used. The Copy To/From Location option makes this possible.

Action Details	
Enabled	<input checked="" type="checkbox"/>
Copy To / From	To Destination
Destination Folder	

ENABLED

The enabled option allows the user to enable the specific action.

COPY TO – DESTINATION

The Copy To Destination option allows the user to select a specific destination whereto the file can be copied. This option will copy the report from this server to another computer.

Action Details			
Enabled	<input checked="" type="checkbox"/>		
Copy To / From	From Source	Single File Only	<input checked="" type="checkbox"/> Tick For Yes
Source File	C:\Users\Desktop\TOP 100 DEBTORS.PDF		
After Action	Delete		

COPY FROM – SOURCE

The Copy From Source option allows the user to select which file(s) to be copied from a specific destination to the server. If the "Single File Only" option has been ticked, the IQ Automation will copy only the specified file to the server. If it was not ticked, IQ Automation will copy all the files in the selected folder over.

AFTER ACTION

If the filename(s) already exist on the server, the user has the option to either Rename the file(s) by saving it under a new provided name, or to delete the files already on the server and then copy the new information over.

EMAIL

The email option allows the user to email the report using the configured email server that was setup earlier.

Action Details	
Enabled	<input checked="" type="checkbox"/>
E-Mail Server	Company (Pty) Ltd - someone@company.co.za [mail.company.co.za] ...
Subject	Top 100 Debtors
E-Mails	<input type="text"/> Add someone@company.co.za noone@company.co.za anyone@company.co.za
	<input type="button" value="Remove Selected"/> <input type="button" value="Remove All"/>
OnError Action	Notify by Email ▼
E-Mail Server	Company (Pty) Ltd - someone@company.co.za [mail.company.co.za] ...
Recipient Email	someoneelse@company.co.za

ENABLED

The enabled option allows the user to enable the specific action.

EMAIL SERVER

The email Server option allows the user to select any of the configured email servers.

SUBJECT

The subject allows the user to type in a subject for the email. This subject will appear when the email is received via the email client.

E-MAILS

The e-mails option allows the user to add specific email addresses line per line. This means that when the report is generated, it will be sent to all the email addresses that are listed in the e-mails box.

The user also has the option to remove selected email addresses or to remove all.

ONERROR ACTION

If the report can't be sent via email to one of the email addresses, the user can choose one of three actions, None selected, Notify by Email or Retry on next Scheduled Execution.

EMAIL SERVER

This option allows the user to select the email server to use when the notification is sent.

RECIPIENT EMAIL

The Recipient Email address allows the user to setup a specific email address to be used when the receiver of the email wants to return a message.

FTP

The FTP option allows the user to send the report via FTP to a specific folder on the ftp server, where in turn it may be downloaded again to view.

Action Details

Enabled

FTP Server	Company (Pty) Ltd - ftp.company.co.za [Someone]	...
FTP Action	Upload	▼
Remote Folder	...	
Transfer Mode	ASCII	▼

Use this transfer mode for 7-bit ASCII Files such as text or HTML.

Upload SHA1SUM for each file:

Error Action	Notify by Email;Retry on Next Scheduled Execution	▼
E-Mail Server	Company (Pty) Ltd - someone@company.co.za [mail.company.co.za]	...
Recipient Email	someone@iqretail.co.za	

ENABLED

The enabled option allows the user to enable the specific action.

FTP SERVER

The FTP Server option allows the user to select any of the configured ftp servers to transfer the report to.

FTP ACTION

The FTP action allows the user to choose if the report should be Uploaded or Downloaded to or from the FTP server.

REMOTE FOLDER

The Remote Folder is the folder that is accessible via ftp that is located on the ftp server. The report will be sent there automatically using this function.

TRANSFER MODE

The user has the option to choose between the ASCII or Binary format to transfer the report.

USE THE ASCII TRANSFER MODE FOR 7-BIT FILES SUCH AS TEXT OR HTML.

Use the Binary transfer mode for 8-bit files such as executables, compressed folders, multimedia, etc.

UPLOAD SHA1SUM FOR EACH FILE

This option allows the user to load a checksum file with the report, to ensure that the content of the file doesn't change while it is being uploaded or downloaded.

ERROR ACTION

The Error Action allows the user to notify the user or receiver of the report by email if the report was not uploaded or downloaded correctly. The user can also set IQ Automation to retry the ftp upload or download on the next scheduled execution.

EMAIL SERVER

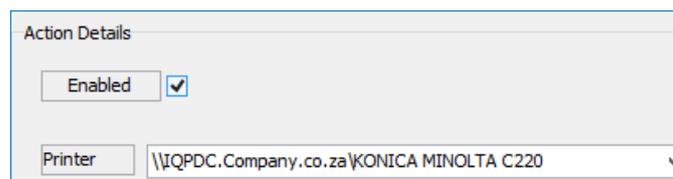
This will be the email server which should be used to notify the user or receiver if the ftp upload or download was not done correctly.

RECIPIENT EMAIL

This will be the email address of the user or the recipient who would be notified if the report was not uploaded or downloaded correctly.

PRINT

The Print option allows the user to print the report. This means that when the scheduled event takes place, the report will be printed to the selected destination.



The screenshot shows a window titled "Action Details". It contains two main controls: a checkbox labeled "Enabled" which is checked, and a dropdown menu labeled "Printer" which is currently set to "\\IQPDC.Company.co.za\KONICA MINOLTA C220".

ENABLED

The enabled option allows the user to enable the specific action.

PRINTER

The Printer allows the user to select the printer where the report should be printed.

COMPRESS

The Compress option allows the user to export the report into a compressed zip file. This means that the user is able to extract the created zip file and view the report.

Action Details	
Enabled	<input checked="" type="checkbox"/>
Compress / Decompress	Compress
Compressed Filename	Debtors.zip

ENABLED

The enable option allows the user to enable the specific action.

COMPRESS / DECOMPRESS

The Compress option allows the user to compress the file before saving it, into a .zip file. The Decompress option allows the user to decompress the file that was saved, to enable him to read or access the data.

COMPRESSED FILENAME

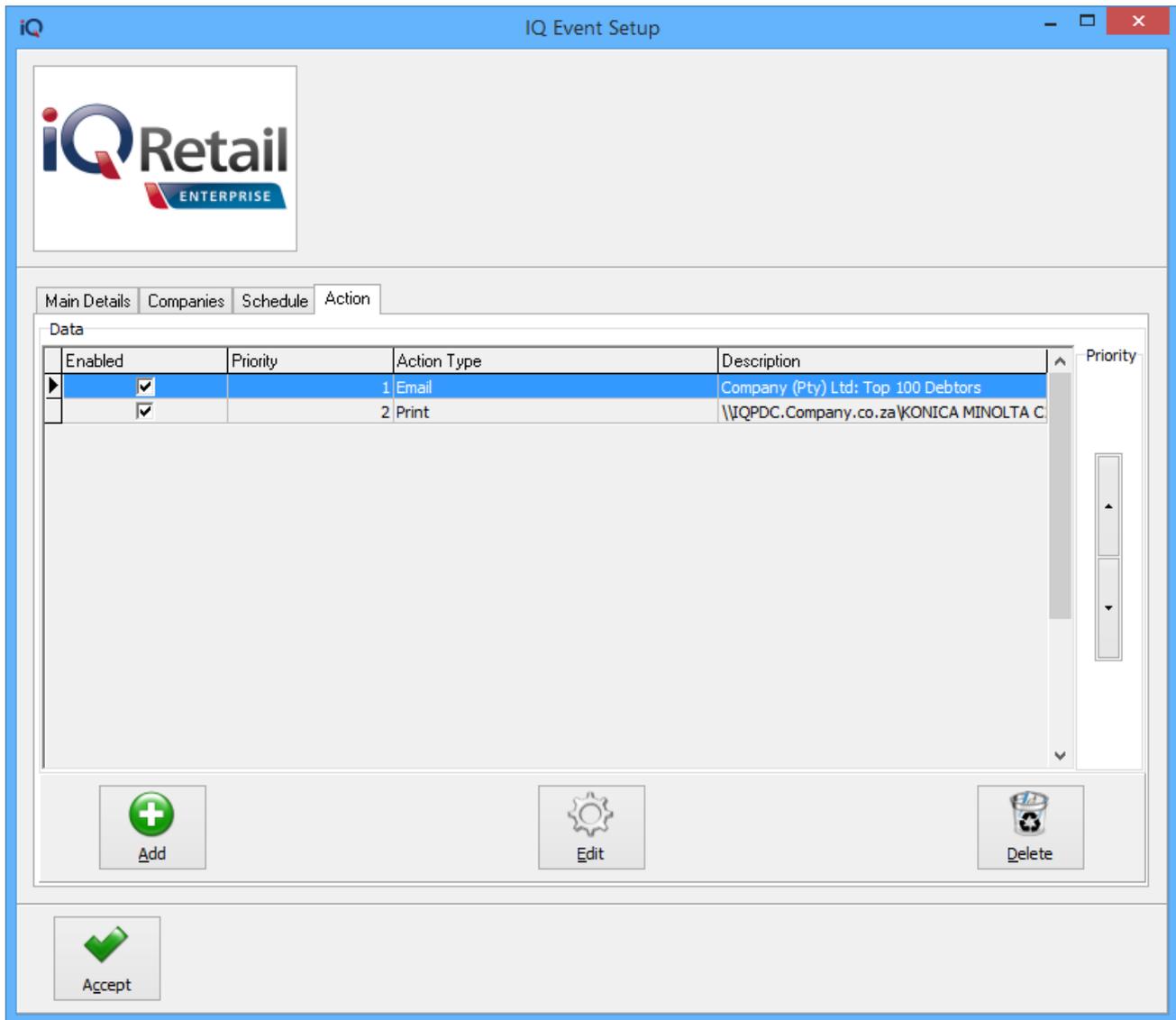
The Compressed Filename is the name that will be used on the server to save the compressed file, once the report has run.

ACCEPT

Select the Accept option to save any changes that have been made under the action tab in the event schedule screen.

SCHEDULED EVENT FINALISED

To finalise the scheduled event, ensure that the priority order is correct. This can be done by highlighting the specific action and then using the Priority Bar on the right hand side of the screen in order to set the priorities correctly.



IMPORTANT: When setting up the necessary actions for the scheduled event, make sure that the event actions are in the correct order. The order should be as follows, export the report first, and then the next action should be either to compress the report or to send the report out, via email.

If the priority of the event actions are not correct and first start with email, a blank email will be sent and thereafter the rest of the actions.

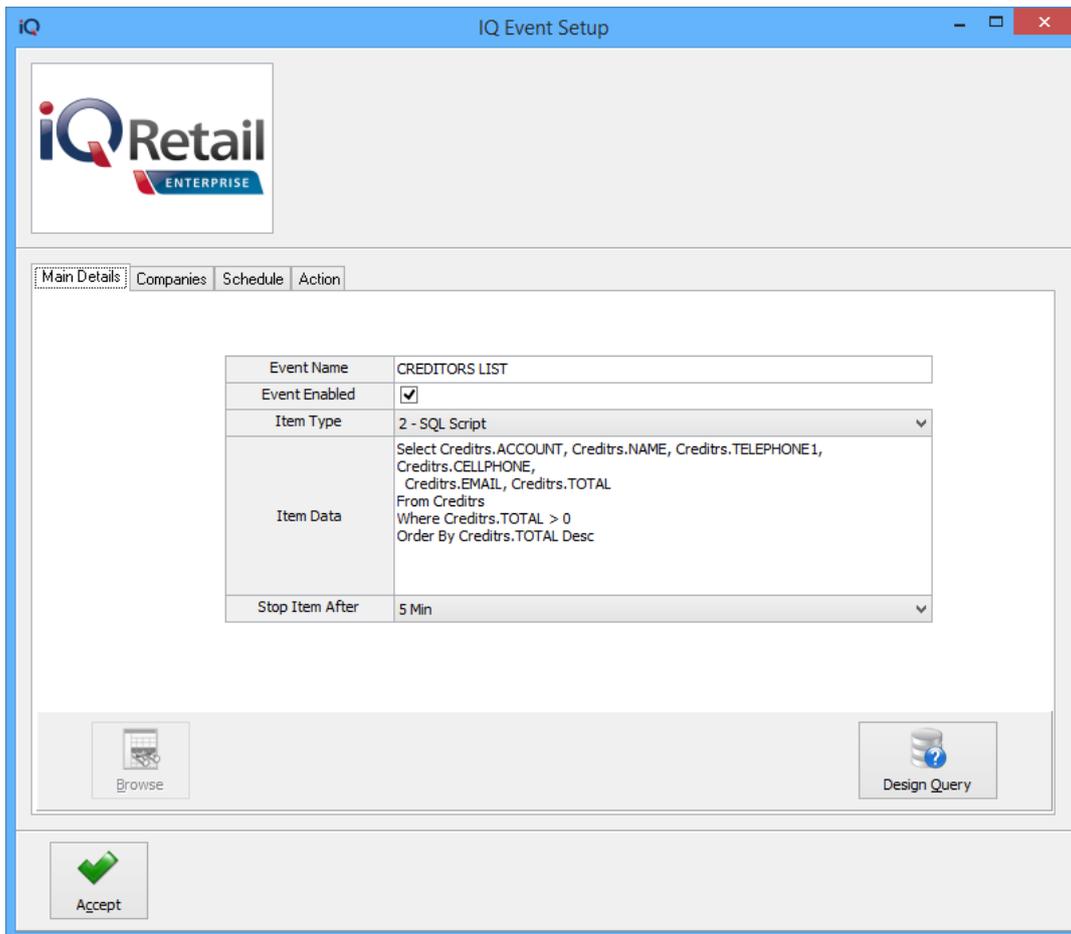
Select the Accept option to finalise the selected scheduled event.

SCHEDULED EVENTS USING THE SQL SCRIPT TYPE

Using the SQL query option to create a scheduled event is a bit more complicated than the first way by means of a report. Using a SQL query to extract the data can be time consuming, but the capabilities of extracting almost any data is very possible.

NOTE: If the user doesn't know SQL scripting, the Value Added Reseller should be contacted for assistance.

IMPORTANT: When using the "2 – SQL Script" option to generate a report via the scheduled event, the query may **NOT** contain any criteria where human interface (selection boxes, drop down boxes or date selections, etc.) is required.



MAIN DETAILS

EVENT NAME

The event name is where the user gives the specific event a name.

EVENT ENABLED

The event enable option allows the user to activate or deactivate a specific event. If the event is not enabled, the specific event will not be executed.

ITEM TYPE

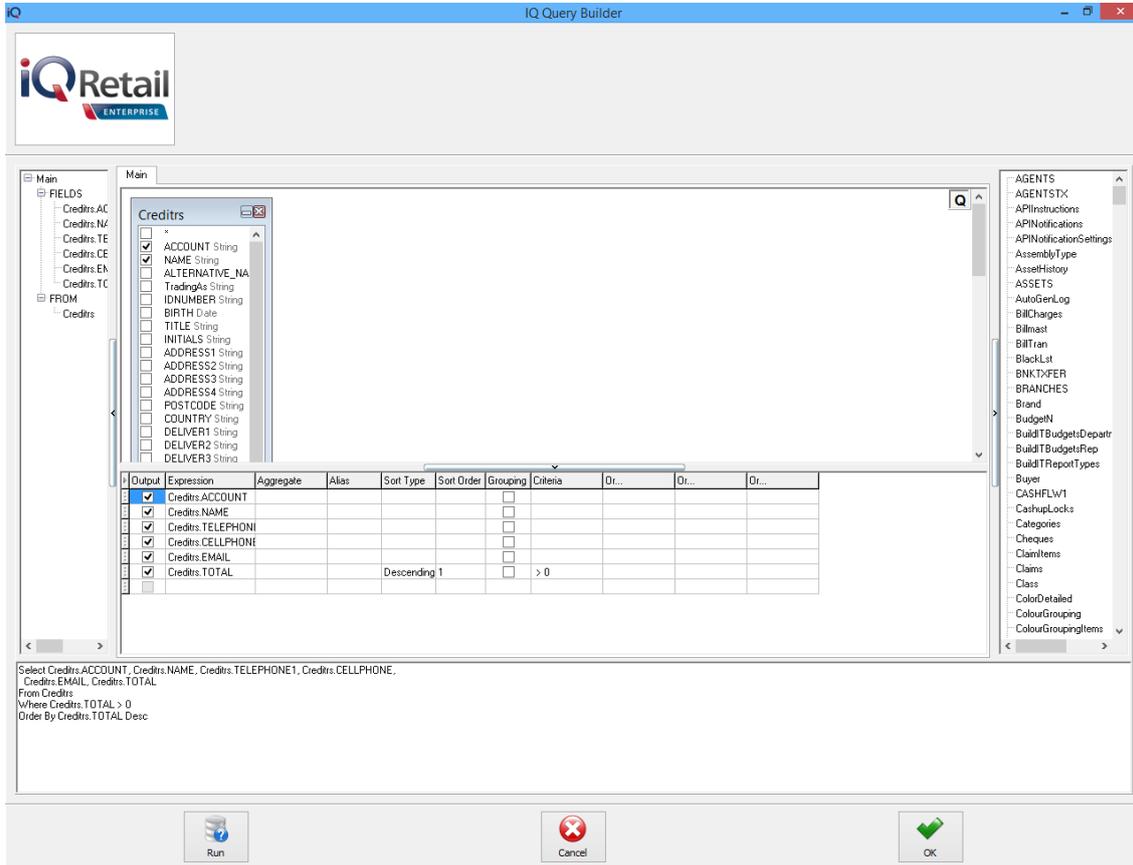
The item type option allows the user to pick from 6 types; 0-None, 1-User/Custom Report, **2-SQL Script**, 3-Process, 4-IQ XML Exports and 5- IQ XML Imports. If the **SQL Script** option is selected, the Design Query Option becomes available.



The user has to click on the Design Query button to Activate the Query Builder or to open the Advanced Database Utility.

ACTIVE QUERY BUILDER

On the query builder the SQL query needs to be created. This query will be used to extract the information directly from the database for the specific company.

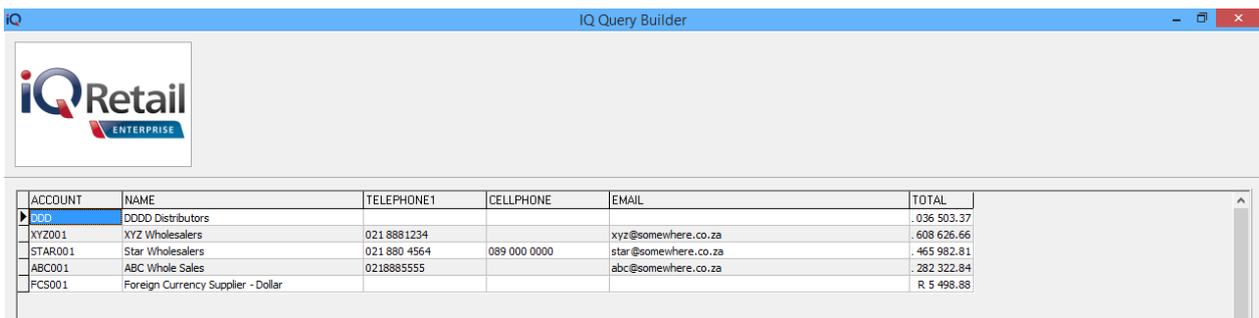


NOTE: If the user doesn't know SQL scripting, the Value Added Reseller should be contacted for assistance.

BUTTON FUNCTIONALITY

RUN

Once the query is completed, select the Run option to see if the query is correct and the right information is extracted.



NOTE: Above is the result of the SQL query that was created in order to extract the relevant information.

DESIGN

The Design option allows the user to go back to the script and to change it where necessary.

CANCEL

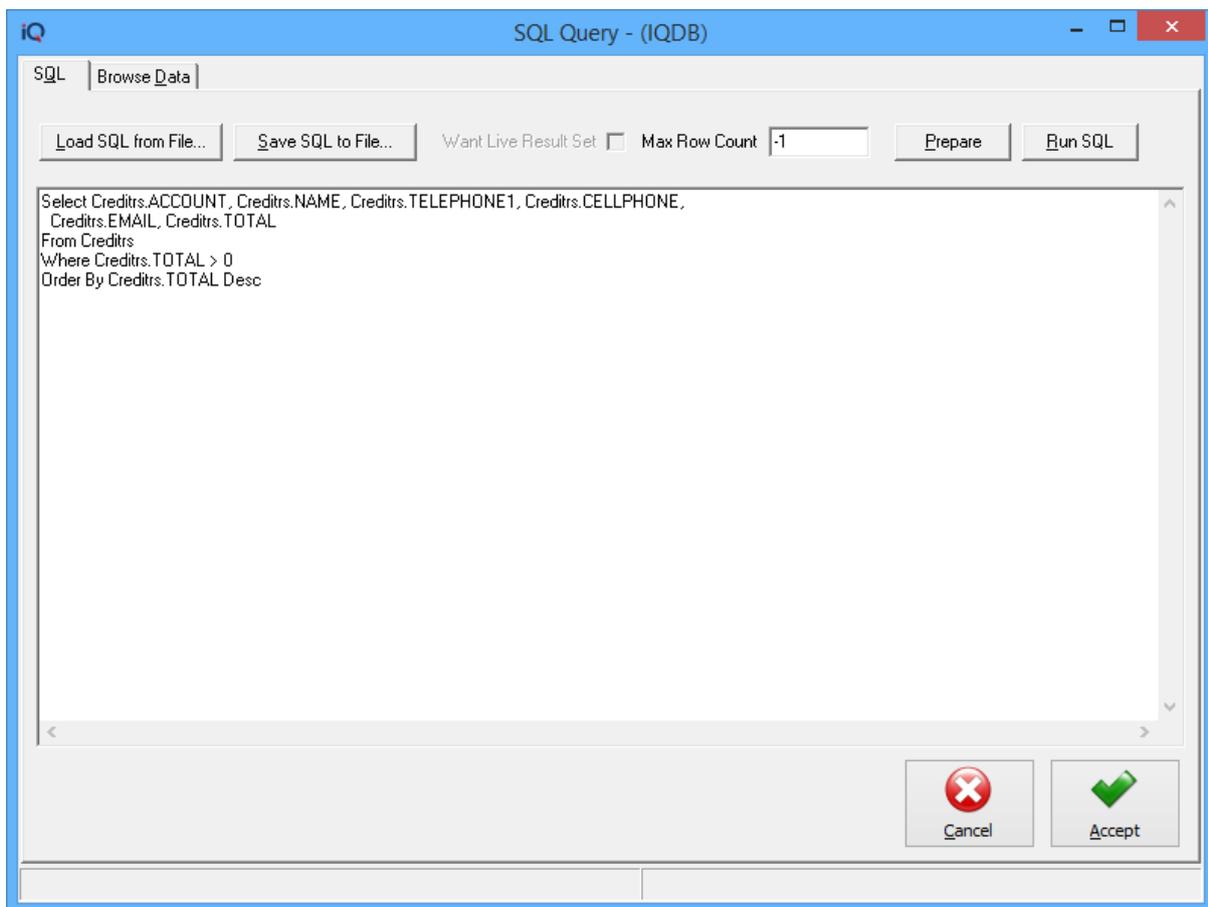
The Cancel option closes the IQ Query builder.

OK

The Ok option saves the SQL query for further use and allows the user to proceed.

ADVANCED DATABASE UTILITY

NOTE: If the user doesn't know SQL scripting, the Value Added Reseller should be contacted for assistance.



The Advanced Database Utility allows the user to enter more complicated SQL queries.

ITEM DATA

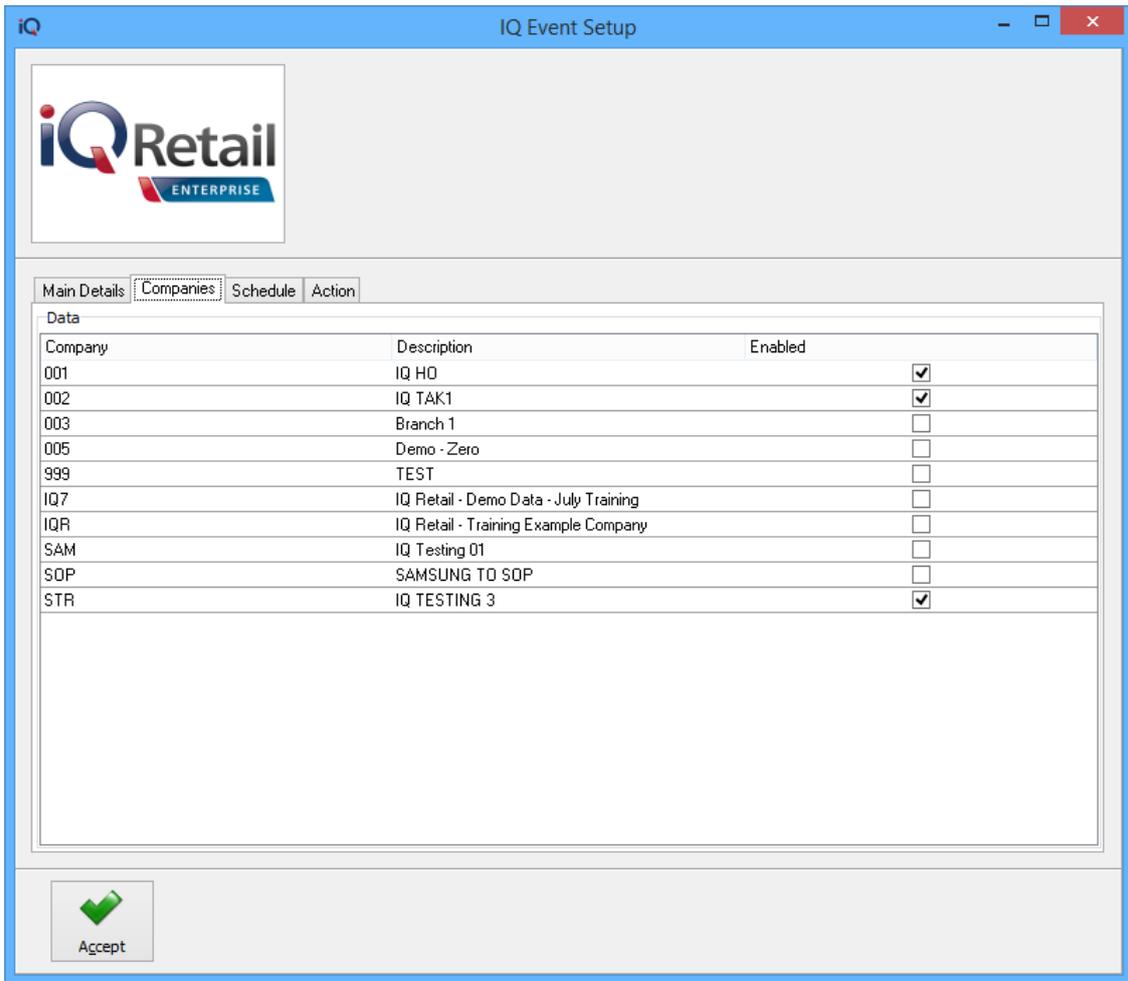
The end result of the SQL will be displayed in the Item Data field.

STOP ITEM AFTER

This option allows the user to specify when the event should stop. It is possible to let the event stop at previously setup time periods, which can be selected from the drop down menu from 5 minutes to 4 hours.

COMPANIES

Under the companies tab, the user needs to enable the scheduled event for a specific company. This can be done by selecting the enable option next to the company name.

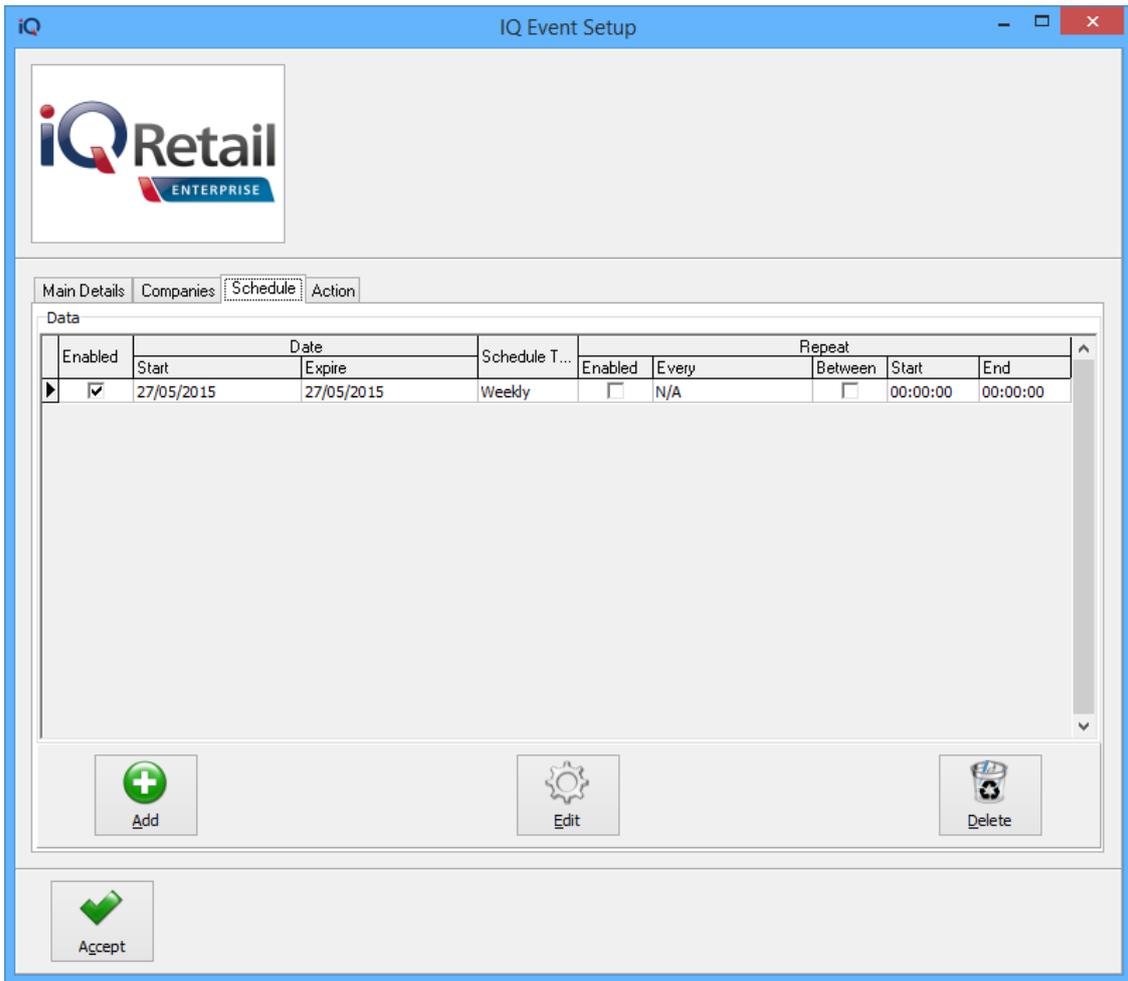


In the event where more than one company is enabled, each selected company's report will be executed and sent separately.

NOTE: Once the event is enabled for the specific company, proceed to the schedule tab.

SCHEDULE

Under the schedule tab the user is able to setup a specific schedule for the event. To create a schedule event, select the Add option.



NOTE: Selecting the add option allows the user to specify periods, dates and times for the event.

MAIN

SCHEDULE TYPE

The schedule type allows the user to choose the frequency of the event. There are 5 different frequency options that the user is able to choose from.

NONE

The None Option allows the user to disable the event and it will not be scheduled for any time at all.

ONE TIME

The One Time option will allow the user to schedule the event as a once off event.

DAILY

The Daily option allows the user to configure the scheduled event on a daily basis at a specific time.

NOTE: The user can select if the event should be executed every day or every second day and also which day of the week it should be executed.

WEEKLY

The Weekly option allows the user to configure the scheduled event per week.

NOTE: If the Weekly option has been selected, further options become available.

NOTE: Now the user is able to select which weeks of the month and also the actual days within each week, the scheduled event should be executed.

MONTHLY

The Monthly option allows the user to configure the scheduled event for specific months of the year.

NOTE: If the Monthly option has been selected, as in the example, further options become available.

NOTE: Now the user is able to select which months of the year and also the actual days within the months, the scheduled event should be executed.

ADVANCED

ENABLED

The Enabled option needs to be ticked; otherwise the scheduled event will not be executed. Make sure the scheduled event is enabled.

EXPIRY DATE

The Expiry date allows the user to specify when the configured scheduled event must expire. This option can be left open if there is no expiry date for the event.

REPEAT

The Repeat option allows the user to select the scheduled event to repeat every couple of minutes or hours. The range is between 5 minutes and 4 hours. The event will only be executed once within the date and time range, if there are no errors. It will only repeat within the date and time range, if the repeat option is enabled.

REPEAT FREQUENCY

The Repeat Frequency becomes available once the Repeat is enabled. The Repeat Frequency allows the user to specify when this scheduled event must repeat. This could be every 5 minutes, up to every 4 hours.

REPEAT BETWEEN

The Repeat Between option allows the user to specify if this scheduled event must repeat between specific times. Make sure this option is enabled if the event is being repeated between times.

REPEAT BETWEEN START

The Repeat Between Start allows the user to configure a specific repeat start time for the specific scheduled event.

REPEAT BETWEEN END

The Repeat Between End allows the user to configure a specific repeat end time for the specific scheduled event.

ADD

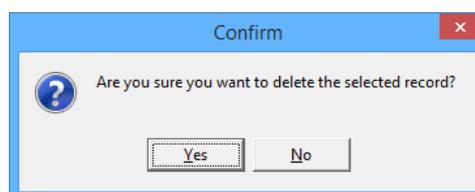
Select the Add option if any additional event scheduling options need to be added.

EDIT

Select the Edit option if any changes need to be made to any of the existing scheduled events.

DELETE

Select the Delete option if any of the existing event configurations should be deleted. By selecting the scheduled event and then clicking on the Delete button, a confirmation box will appear.



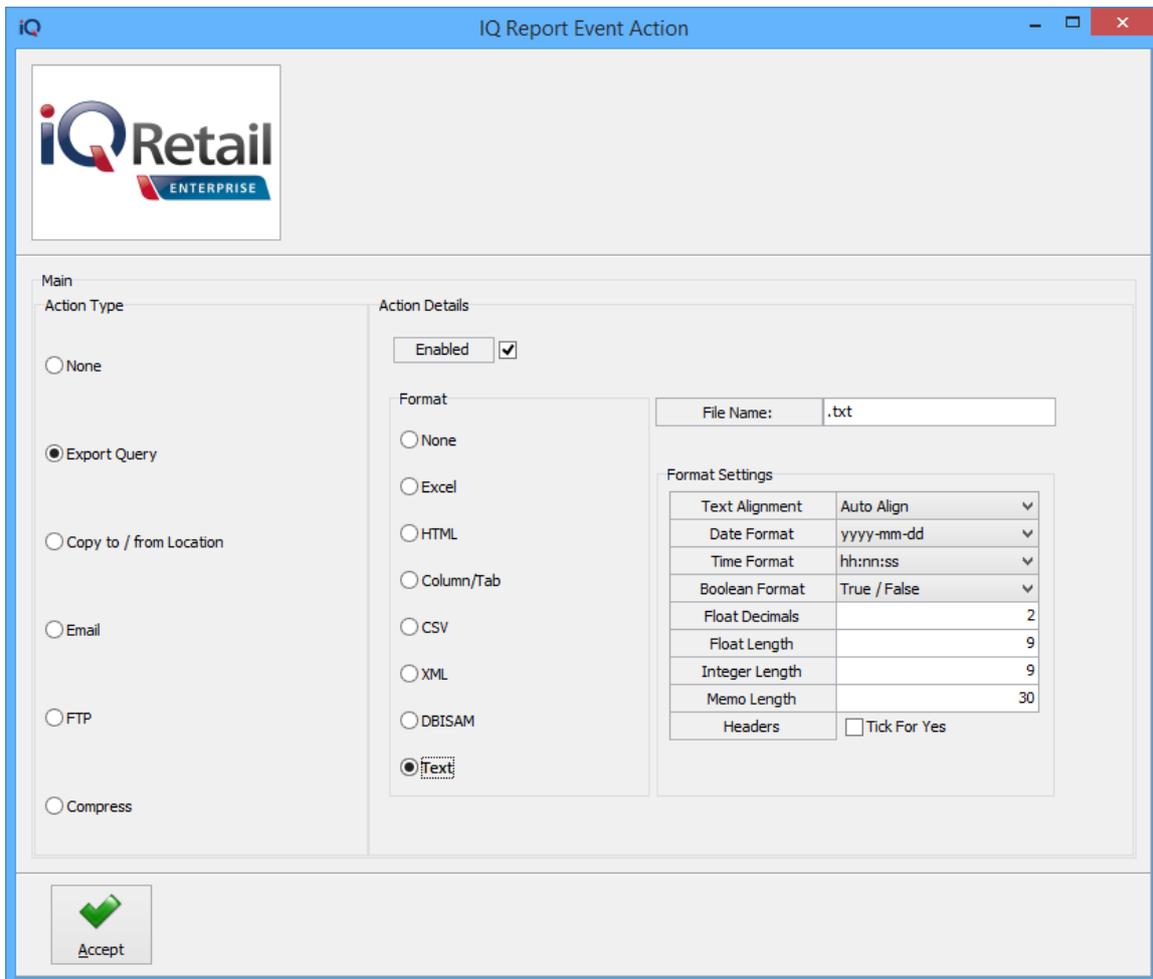
When the "YES" option is selected, the existing scheduled event will be permanently deleted.

ACTION

Under the Action tab, the user is able to set the desired action for a specific scheduled event. In other words, one is able to tell the event that it must either export the results, Email, FTP, and Print or compress the results of the query.

IMPORTANT: When setting up the necessary actions for the scheduled events, make sure that the action events are in the correct order. The order should be as follows: export the query first, and then the next action should be either compressing the query or sending it out via email.

If the priority of the event is first to email, then a blank email will be sent, thereafter the rest of the actions will follow, meaning then only will it export the query and compress the file.



MAIN

ACTION TYPE

The Main Action Type provides the user with actions to be used with the SQL query to execute the scheduled event.

ACTION DETAILS

The Action Details provides the user with the option on what to do with the event results, where.

ACTION TYPES & THEIR APPROPRIATE DETAILS

NONE

The None action type means that no action will be taken on the scheduled event and there are no details.

EXPORT REPORT

The Export Query action option allows the user to export the query that is used on the scheduled event, in a specific format. The user can even export the Query and give it a specific name. The query can be exported in of the following formats: None, Excel, HTML, Column/Tab, .CSV, XML, DBISAM & Text).

NONE

The None option’s format will default to .txt. The user can provide a specific name for the exported query.

ENABLED

The enabled option allows the user to enable the specific action.

FORMAT

The Format option allows the user to choose a specific format to export the SQL query in.

FILE NAME

The File Name option allows the user to specify the File Name for the Information that is exported. This means that the user is able to type in any name for the file or information that is exported.

EXCEL

The Excel option allows the user to export the results of the SQL query in Excel format. This exported file can then be open in Excel.

HTML

The HTML option allows the user to export the results of the SQL query in HTML format, which can then be opened on a Web site.

COLUMN/TAB

The results of the query will be in a tab delimited format.

The Text Qualifier is the character that encloses the values in the text file. The user can select if the Text Qualifier should be included into results file.

CSV

The CSV option allows the user to export the results of the SQL query in .CSV (comma delimited) format.

Format

File Name: .csv

Include Text Qualifier: Tick For Yes

None

Excel

HTML

Column/Tab

CSV

XML

The user can select if the results of the SQL query should be in XML format. XML is a text-based format used to share data on the World Wide Web, intranets and elsewhere.

DBISAM

The user can select to export the results of the SQL query in DBISAM format. DBISAM compiles directly into your application with no external libraries required. In other words, a data file is compiled, which can be imported directly into the IQ database.

TEXT

The Text option allows the user to export the results of the SQL query in text format, which means that the information is stored into an ordinary sequential file with exact field sizes. The user also has the option to format the text settings, to specify exactly how the text file should look.

Format

File Name: .txt

Format Settings

Text Alignment	Auto Align	▼
Date Format	yyyy-mm-dd	▼
Time Format	hh:nn:ss	▼
Boolean Format	True / False	▼
Float Decimals		2
Float Length		9
Integer Length		9
Memo Length		30
Headers	<input type="checkbox"/> Tick For Yes	

None

Excel

HTML

Column/Tab

CSV

Text

XML

DBISAM

COPY TO / FROM LOCATION

After the scheduled SQL query has been executed, the user can select where the results of the SQL query can be copied to, or it can be copied from the server to another destination where it will be used. The Copy To/From Location option makes this possible.

Action Details	
Enabled	<input checked="" type="checkbox"/>
Copy To / From	To Destination ▼
Destination Folder	▼

ENABLED

The enabled option allows the user to enable the specific action.

COPY TO – DESTINATION

The Copy To Destination option allows the user to select a specific destination whereto the file can be copied. This option will copy the report from this server to another computer.

Action Details			
Enabled	<input checked="" type="checkbox"/>		
Copy To / From	From Source ▼	Single File Only	<input checked="" type="checkbox"/> Tick For Yes
Source File	C:\Users\Desktop\TOP 100 DEBTORS.PDF		
After Action	Delete ▼		

COPY FROM – SOURCE

The Copy From Source option allows the user to select which file(s) to be copied from a specific destination to the server. If the "Single File Only" option has been ticked, the IQ Automation will copy only the specified file to the server.

If it was not ticked, IQ Automation will copy all the files in the selected folder over.

AFTER ACTION

If the filename(s) already exist on the server, the user has the option to either Rename the file(s) by saving it under a new provided name, or to delete the files already on the server and then copy the new information over.

EMAIL

The email option allows the user to email the SQL query results using the configured email server that was setup earlier.

Action Details

Enabled

E-Mail Server	Company (Pty) Ltd - someone@company.co.za [mail.company.co.za] ...
Subject	Top 100 Debtors
E-Mails	Add
	someone@company.co.za noone@company.co.za anyone@company.co.za
	<input type="button" value="Remove Selected"/> <input type="button" value="Remove All"/>
OnError Action	Notify by Email
E-Mail Server	Company (Pty) Ltd - someone@company.co.za [mail.company.co.za] ...
Recipient Email	someoneelse@company.co.za

ENABLED

The enabled option allows the user to enable the specific action.

EMAIL SERVER

The email Server option allows the user to select any of the configured email servers.

SUBJECT

The subject allows the user to type in a subject for the email. This subject will appear when the email is received via the email client.

E-MAILS

The e-mails option allows the user to add specific email addresses line per line. This means that when the report is generated, it will be sent to all the email addresses that are listed in the e-mails box.

The user also has the option to remove selected email addresses or to remove all.

ONERROR ACTION

If the SQL query results can't be sent via email to one of the email addresses, the user can choose one of three actions, None selected, Notify by Email or Retry on next Scheduled Execution.

EMAIL SERVER

This option allows the user to select the email server to use when the notification is sent.

RECIPIENT EMAIL

The Recipient Email address allows the user to setup a specific email address to be used when the receiver of the email wants to return a message.

FTP

The FTP option allows the user to send the SQL query results via FTP to a specific folder on the ftp server, where in turn it may be downloaded again to view.

Action Details

Enabled

FTP Server	Company (Pty) Ltd - ftp.company.co.za [Someone] ...
FTP Action	Upload v
Remote Folder	... v
Transfer Mode	ASCII v

Use this transfer mode for 7-bit ASCII Files such as text or HTML.

Upload SHA1SUM for each file

Error Action	Notify by Email;Retry on Next Scheduled Execution v
E-Mail Server	Company (Pty) Ltd - someone@company.co.za [mail.company.co.za] ...
Recipient Email	someone@iqretail.co.za

ENABLED

The enabled option allows the user to enable the specific action.

FTP SERVER

The FTP Server option allows the user to select any of the configured ftp servers to transfer the SQL query results to.

FTP ACTION

The FTP action allows the user to choose if the SQL Query results should be Uploaded or Downloaded to or from the FTP server.

REMOTE FOLDER

The Remote Folder is the folder that is accessible via ftp that is located on the ftp server. The results will be sent there automatically using this function.

TRANSFER MODE

The user has the option to choose between the ASCII or Binary format to transfer the results.

USE THE ASCII TRANSFER MODE FOR 7-BIT FILES SUCH AS TEXT OR HTML

Use the Binary transfer mode for 8-bit files such as executables, compressed folders, multimedia, etc.

UPLOAD SHA1SUM FOR EACH FILE

This option allows the user to load a checksum file with the SQL query results, to ensure that the content of the file doesn't change while it is being uploaded or downloaded.

ERROR ACTION

The Error Action allows the user to notify the user or receiver of the report by email if the SQL Query results was not uploaded or downloaded correctly. The user can also set IQ Automation to retry the ftp upload or download on the next scheduled execution.

EMAIL SERVER

This will be the email server which should be used to notify the user or receiver if the ftp upload or download was not done correctly.

RECIPIENT EMAIL

This will be the email address of the user or the recipient who would be notified if the report was not upload or downloaded correctly.

COMPRESS

The Compress option allows the user to export the SQL query results into a compressed zip file. This means that the user is able to extract the created zip file and view the SQL query results.

Action Details	
Enabled	<input checked="" type="checkbox"/>
Compress / Decompress	Compress
Compressed Filename	Debtors.zip

ENABLED

The enable option allows the user to enable the specific action.

COMPRESS / DECOMPRESS

The Compress option allows the user to compress the file before saving it, into a .zip file. The Decompress option allows the user to decompress the file that was saved, to enable him to read or access the data.

COMPRESSED FILENAME

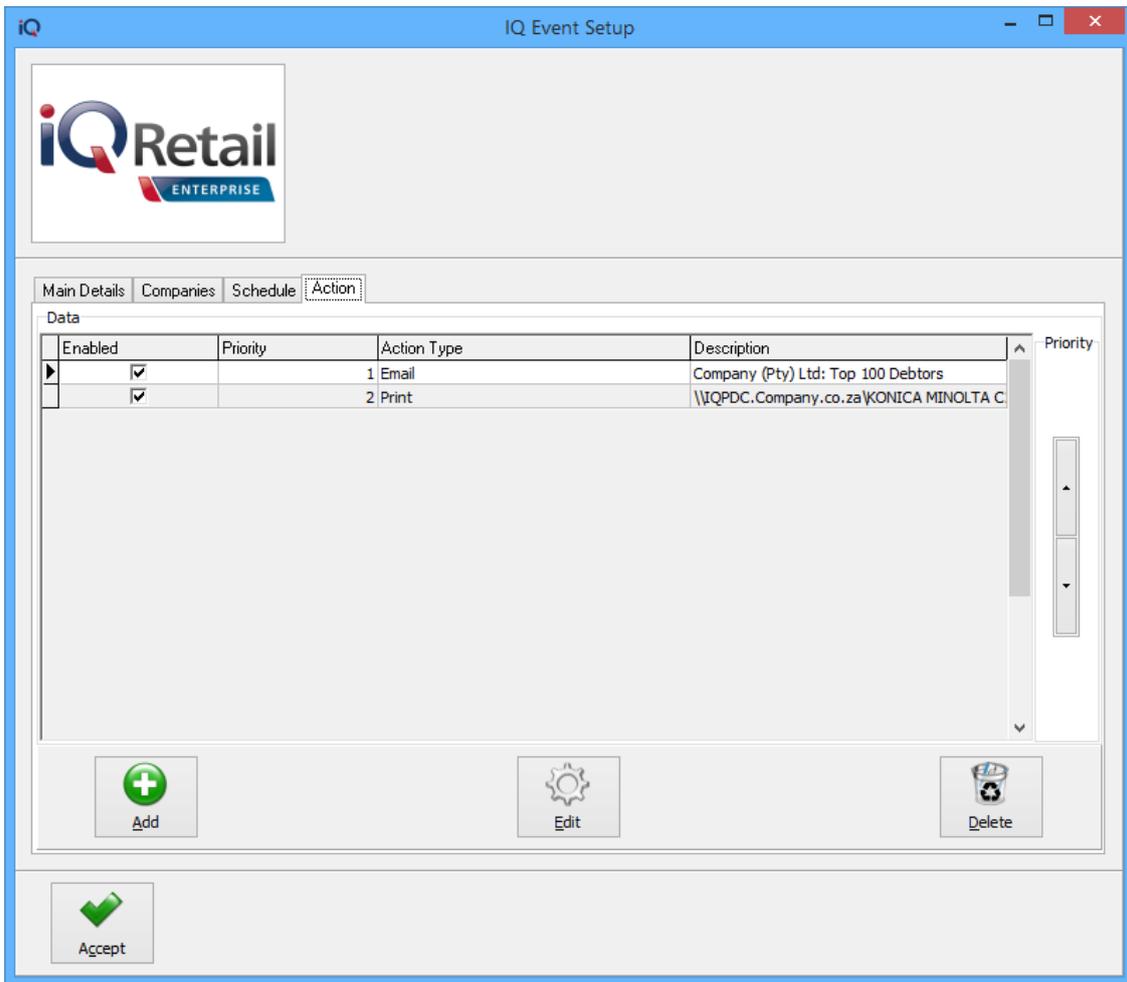
The Compressed Filename is the name that will be used on the server to save the compressed file, once the report has run.

ACCEPT

Select the Accept option to save any changes that have been made under the action tab in the event schedule screen.

SCHEDULED EVENT FINALISED

To finalise the scheduled event, ensure that the priority order is correct. This can be done by highlighting the specific action and then using the Priority Bar on the right hand side of the screen in order to set the priorities correctly.



IMPORTANT: When setting up the necessary actions for the scheduled event, make sure that the event actions are in the correct order. The order should be as follows, export the results first, and then the next action should be either to compress the results file or to send the result file out, via email.

If the priority of the event actions are not correct and first start with email, a blank email will be sent, and thereafter the rest of the actions.

Select the Accept option to finalise the selected scheduled event.

SCHEDULED EVENTS USING THE PROCESS TYPE

IQ Automation can be used to do specified processing on the IQ system. Certain processes can be scheduled to run automatically in the background. This option can also be used to update information from or to third party systems, i.e. API, IQ Easy Pay, CRM and IQ One/One Loyalties.

NOTE: The user has to be very careful to schedule processes to run, as this can change the information on the system.

NOTE: If the user doesn't know what the result of a scheduled process will be, it should rather not be done. IQ Support can be contacted to assist with the scheduling of a process.

The screenshot shows the 'IQ Event Setup' window with the 'iQRetail ENTERPRISE' logo. The 'Main Details' tab is active, showing the following configuration:

Event Name	LIVE UPDATE
Event Enabled	<input checked="" type="checkbox"/>
Item Type	3 - Process
Item Data	
Stop Item After	5 Min

At the bottom of the window, there are buttons for 'Browse', 'Design Query', and 'Accept'.

NOTE: When the IQ system is installed, there are a few System Events that are automatically generated. Certain options on these System Defined events cannot be customised and have been disabled to ensure optimum system performance.

MAIN DETAILS

EVENT NAME

The event name is where the user gives the specific event a name.

EVENT ENABLED

The event enable option allows the user to activate or deactivate a specific event. If the event is not enabled, the specific event will not be executed.

ITEM TYPE

The item type option allows the user to pick from 6 types; 0-None, 1-User/Custom Report, 2-SQL Script, **3-Process**, 4-IQ XML Exports and 5- IQ XML Imports.

To enable a process to be scheduled, select option **3 – Process**.

ITEM DATA

For Processing, the Item Data field remains empty.

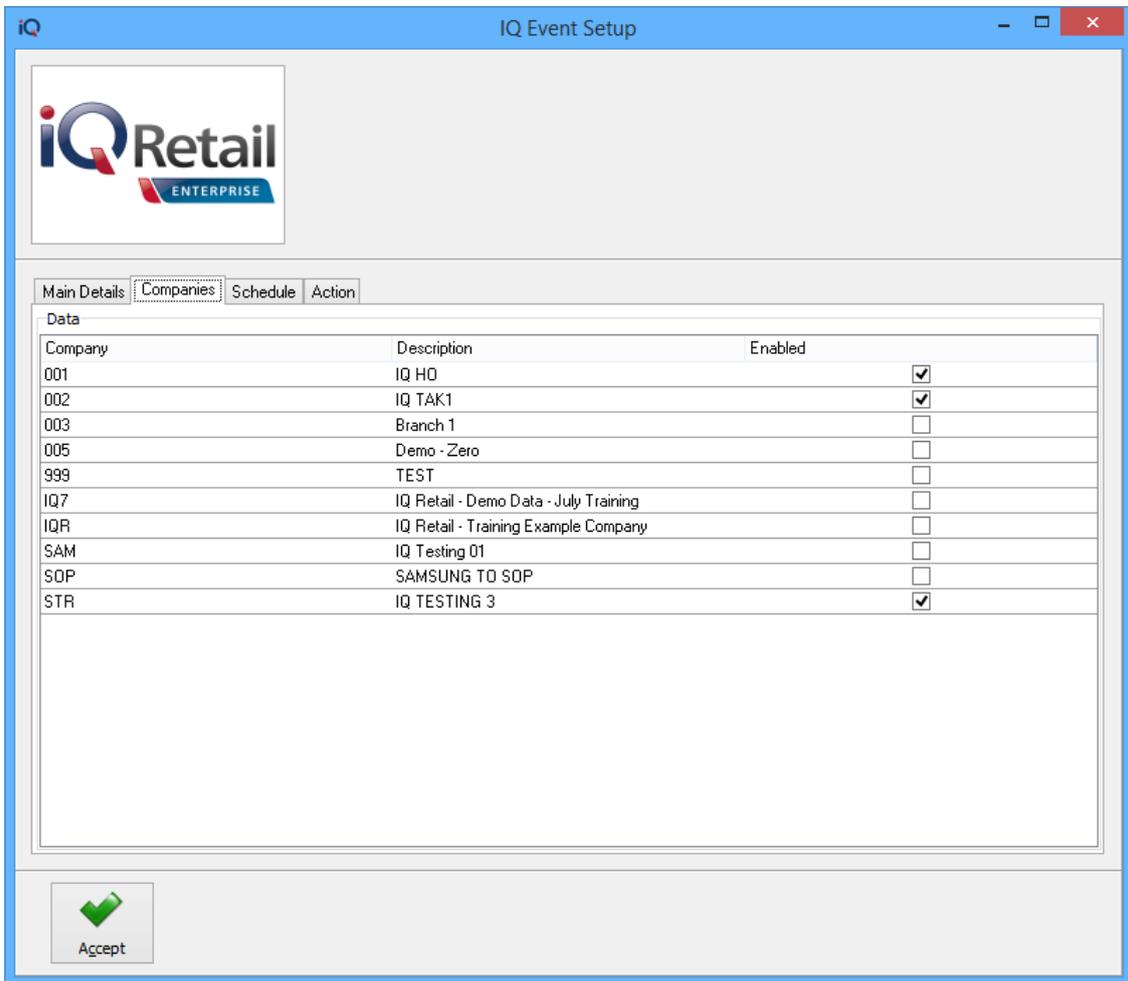
STOP ITEM AFTER

This option allows the user to specify when the event should stop. It is possible to let the event stop at previously setup time peroids, which can be selected from the drop down menu from 5 minutes to 4 hours.

IMPORTANT: The system defaults to 5 (five) minutes, when the N/A (Not Applicable) option is selected, as a safety precaution. If the event fails, no other scheduled events can be executed until the problematic one is stopped.

COMPANIES

Under the companies tab, the user needs to enable the scheduled event for a specific company. This can be done by selecting the enable option next to the company name.

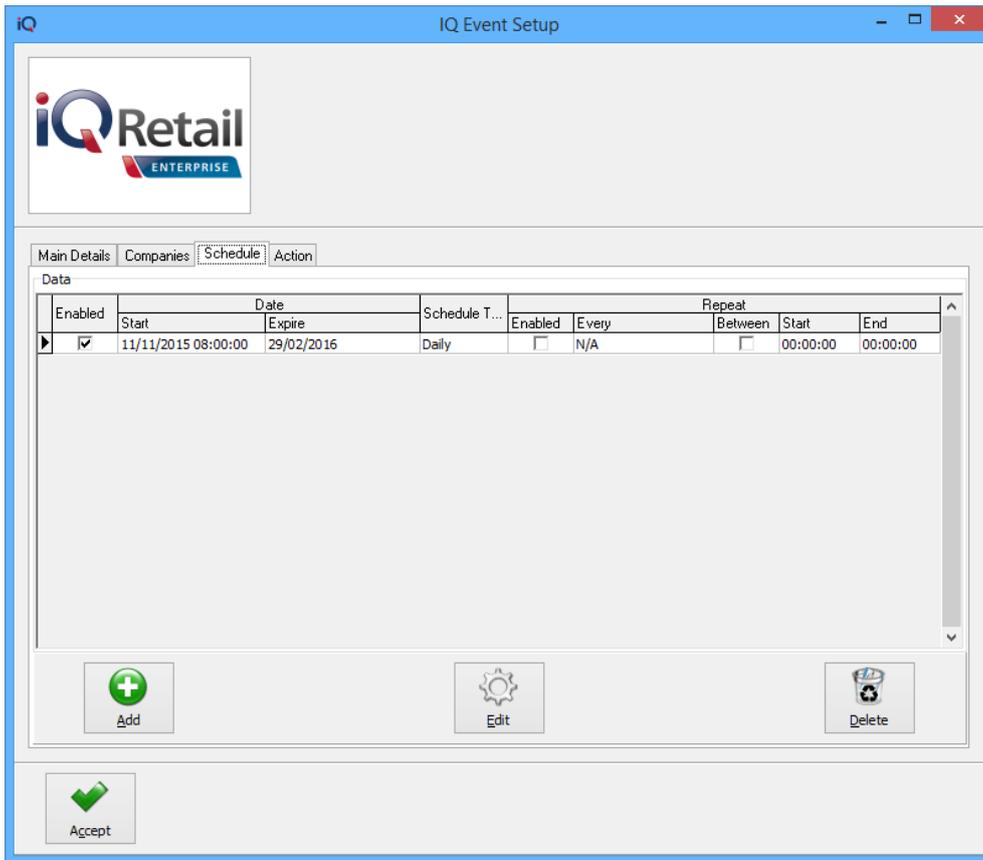


In the event where more than one company is enabled, each selected company’s process will be executed separately.

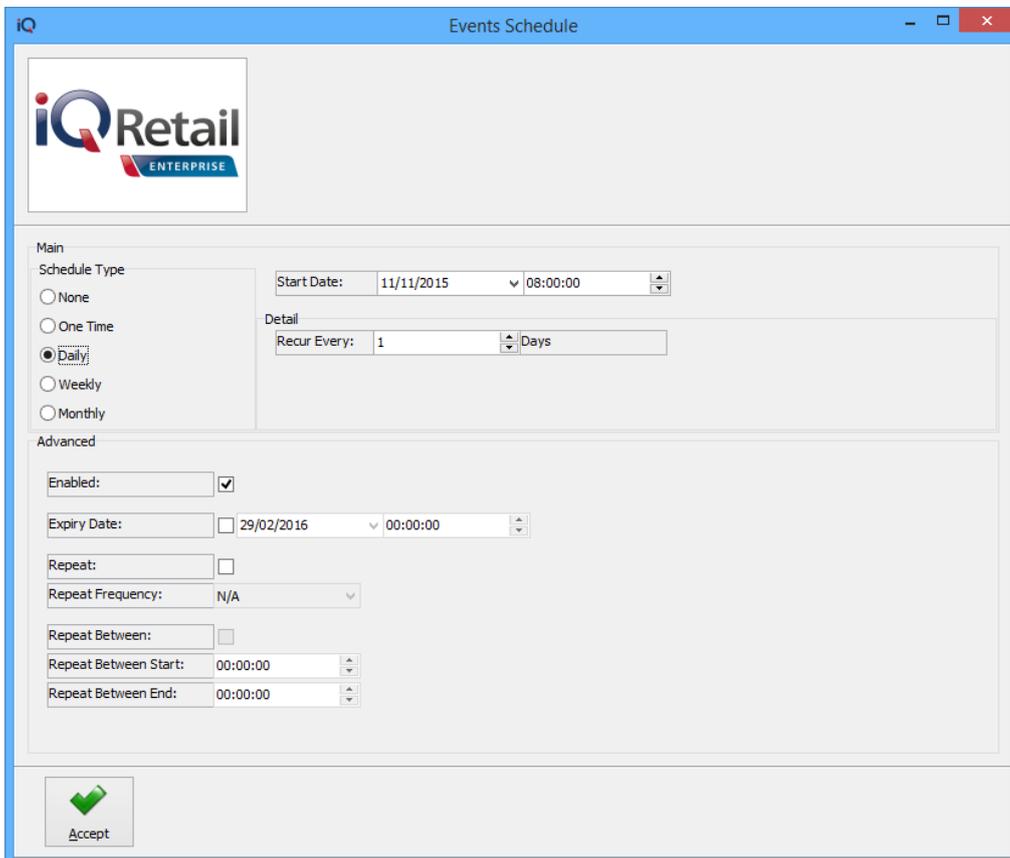
NOTE: Once the event is enabled for the specific company, proceed to the schedule tab.

SCHEDULE

Under the schedule tab the user is able to setup a specific schedule for the event. To create a schedule event, select the Add option.



NOTE: Selecting the add option allows the user to specify periods, dates and times for the event.



MAIN

SCHEDULE TYPE

The schedule type allows the user to choose the frequency of the event. There are 5 different frequency options that the user is able to choose from.

NONE

The None Option allows the user to disable the event and it will not be scheduled for any time at all.

ONE TIME

The One Time option will allow the user to schedule the event as a once off event.

DAILY

The Daily option allows the user to configure the scheduled event on a daily basis at a specific time.

NOTE: The user can select if the event should be executed every week or every second week and also which day of the week it should be executed.

WEEKLY

The Weekly option allows the user to configure the scheduled event per week.

NOTE: If the Weekly option has been selected, further options become available.

NOTE: Now the user is able to select which weeks of the month and also the actual days within each week, the scheduled event should be executed.

MONTHLY

The Monthly option allows the user to configure the scheduled event for specific months of the year.

NOTE: If the Monthly option has been selected, as in the example, further options become available.

NOTE: Now the user is able to select which months of the year and also the actual days within the months, the scheduled event should be executed.

ADVANCED

ENABLED

The Enabled option needs to be ticked; otherwise the scheduled event will not be executed. Make sure the scheduled event is enabled.

EXPIRY DATE

The Expiry date allows the user to specify when the configured scheduled event must expire. This option can be left open if there is no expiry date for the event.

REPEAT

The Repeat option allows the user to select the scheduled event to repeat every couple of minutes or hours. The range is between 5 minutes and 4 hours. The event will only be executed once within the date and time range, if there are no errors. It will only repeat within the date and time range, if the repeat option is enabled.

REPEAT FREQUENCY

The Repeat Frequency becomes available once the Repeat is enabled. The Repeat Frequency allows the user to specify when this scheduled event must repeat. This could be every 5 minutes, up to every 4 hours.

REPEAT BETWEEN

The Repeat Between option allows the user to specify if this scheduled event must repeat between specific times. Make sure this option is enabled if the event is being repeated between times.

REPEAT BETWEEN START

The Repeat Between Start allows the user to configure a specific repeat start time for the specific scheduled event.

REPEAT BETWEEN END

The Repeat Between End allows the user to configure a specific repeat end time for the specific scheduled event.

ADD

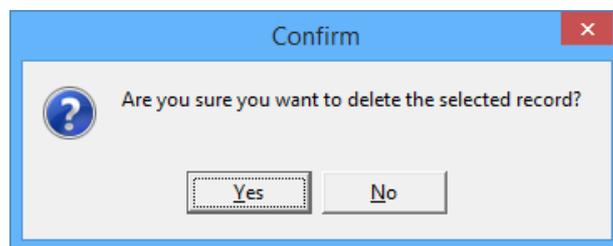
Select the Add option if any additional event scheduling options need to be added.

EDIT

Select the Edit option if any changes need to be made to any of the existing scheduled events.

DELETE

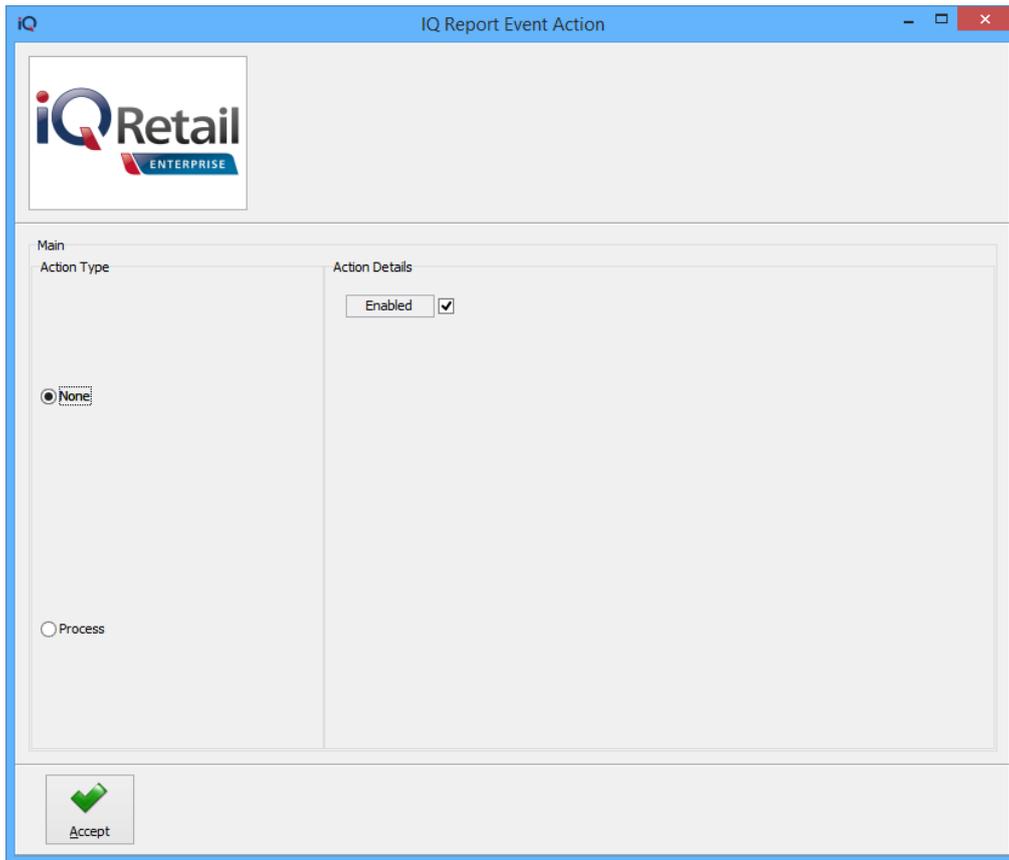
Select the Delete option if any of the existing event configurations should be deleted. By selecting the scheduled event and then clicking on the Delete button, a confirmation box will appear.



When the **"YES"** option is selected, the existing scheduled event will be permanently deleted.

ACTION

Under the Action tab, the user is able to set the desired action for a specific scheduled event. When scheduling a Process Type event, the user only has 2 options: None or Process.



MAIN

ACTION TYPE

The Main Action Type provides the user with actions to be used with the SQL query to execute the scheduled event.

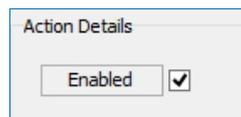
ACTION DETAILS

The Action Details provides the user with the option on what to do with the event results, where.

ACTION TYPES & THEIR APPROPRIATE DETAILS

NONE

The None action type means that no action will be taken on the scheduled event and there are no details.



ENABLED

The enabled option allows the user to enable the specific action.

PROCESS

There are 7 Process Types from which the user can select.

ACTION DETAILS

ENABLED

The enabled option allows the user to enable the specific action.

PROCESS TYPE

NONE

The None option is a place holder and disables the event without deleting it.

TILL PROCESSING / LIVE UPDATING

This feature allows the user to disable the Live Updating under Point of Sale and rather enable it in IQ Automation via this option. IQ Automation will then perform Live updating on scheduled intervals during the day. This alleviates the “delayed” effect of Live Updating during the Sale Process.

The normal Point of Sale – End of Day process will perform Live Updating or Integration of any transactions that have not yet been integrated by the above automation event.

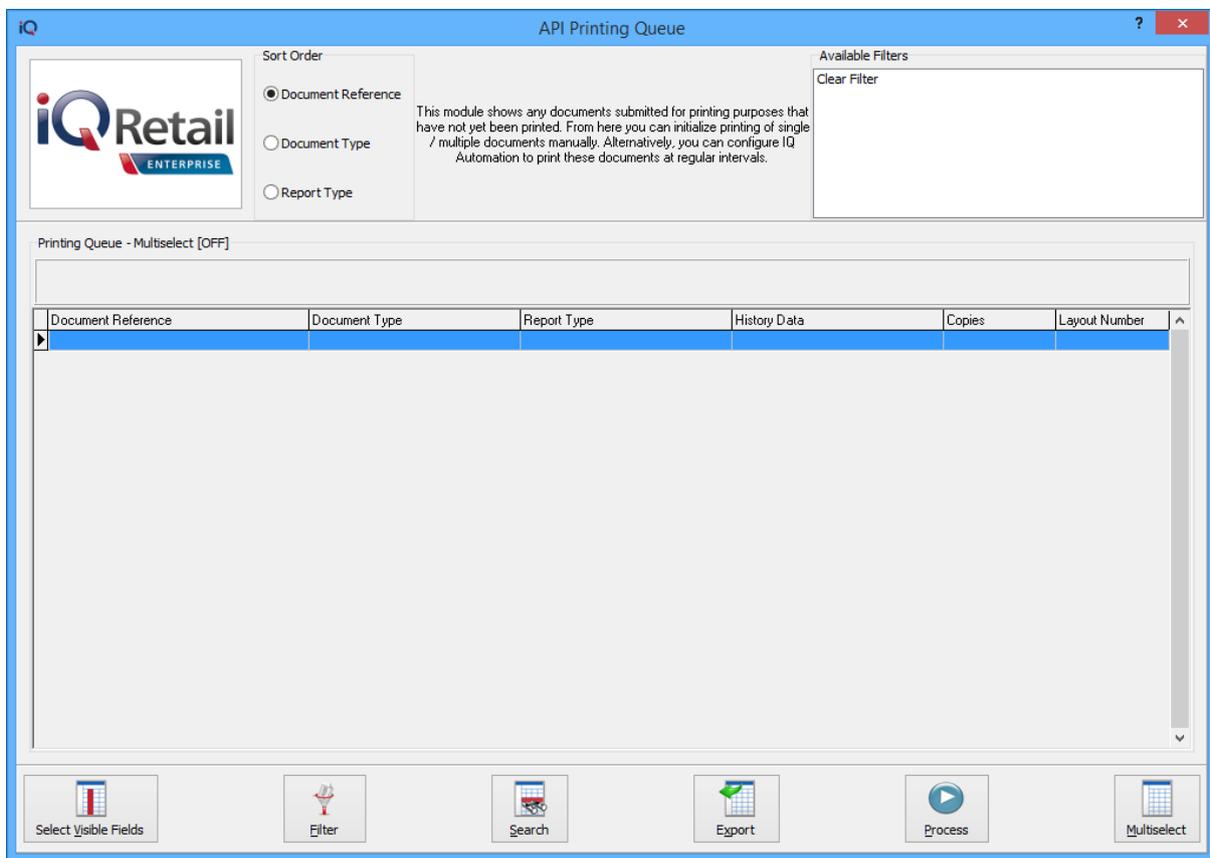
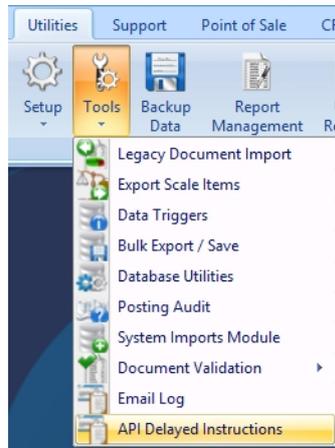
Example: You do 100 sales per hour, that is 800 sales per day. Live Updating via Automation can only integrate 50 sales per hour to the ledger / stock / debtors accounts. That means 400 sales per day and the End of Day will then integrate the other 400 at the time of doing the end of day.

API INSTRUCTIONS

The IQ API serves as an integration layer or interface for third party integrators (mostly for software companies) to interact with the IQ Retail software package and database. Third party companies can submit documents (like Sales Orders) via our API. Together with this document submission, they can also submit related instructions (e.g. Printing the document, exporting or emailing the document). These instructions are cached in a data table (so as not to delay the API call or extend the

duration of the API call to the IQ software). These transactions are then processed on scheduled intervals by the IQ Automation Service.

Outstanding instructions can be viewed from within the IQ Enterprise system from the API Delayed Instructions menu under Utilities →Tools. The user can also force the execution of instructions from this module.



All the documents that were submitted for printing purposes, that have not yet been printed will be listed on the screen above. IQ Automation can be configured to print these documents at regular intervals, or they can be printed manually from this module.

IQ EASY PAY

Easy Pay is an independent service that facilitates the payment of accounts and the purchase of prepaid electricity on this site or at a variety of retail pay-points nationwide. This event should be set up as a daily event. This event will send all TV License related purchase information to the EasyPay server. Server details and filename conventions are determined by the details set up under the EasyPay Socket Service under Module Parameters in IQ Enterprise.

IQ CRM ANALYSIS

This is the first step in the CRM automated process. This event examines various tables and generated data for emails and SMS messages. Data is analysed according to CRM Campaigns and Profiles as set up in IQ Enterprise.

IQ CRM PROCESSING

This is the second step in the CRM automated process. The event uses data from the previous (analysis) event and performs either the sending of SMS or generation of emails and places the emails in the IQ Email Outbox. The IQEmailOutbox event will send these email messages as per usual.

IQ ONEONE DAILY TENDERS

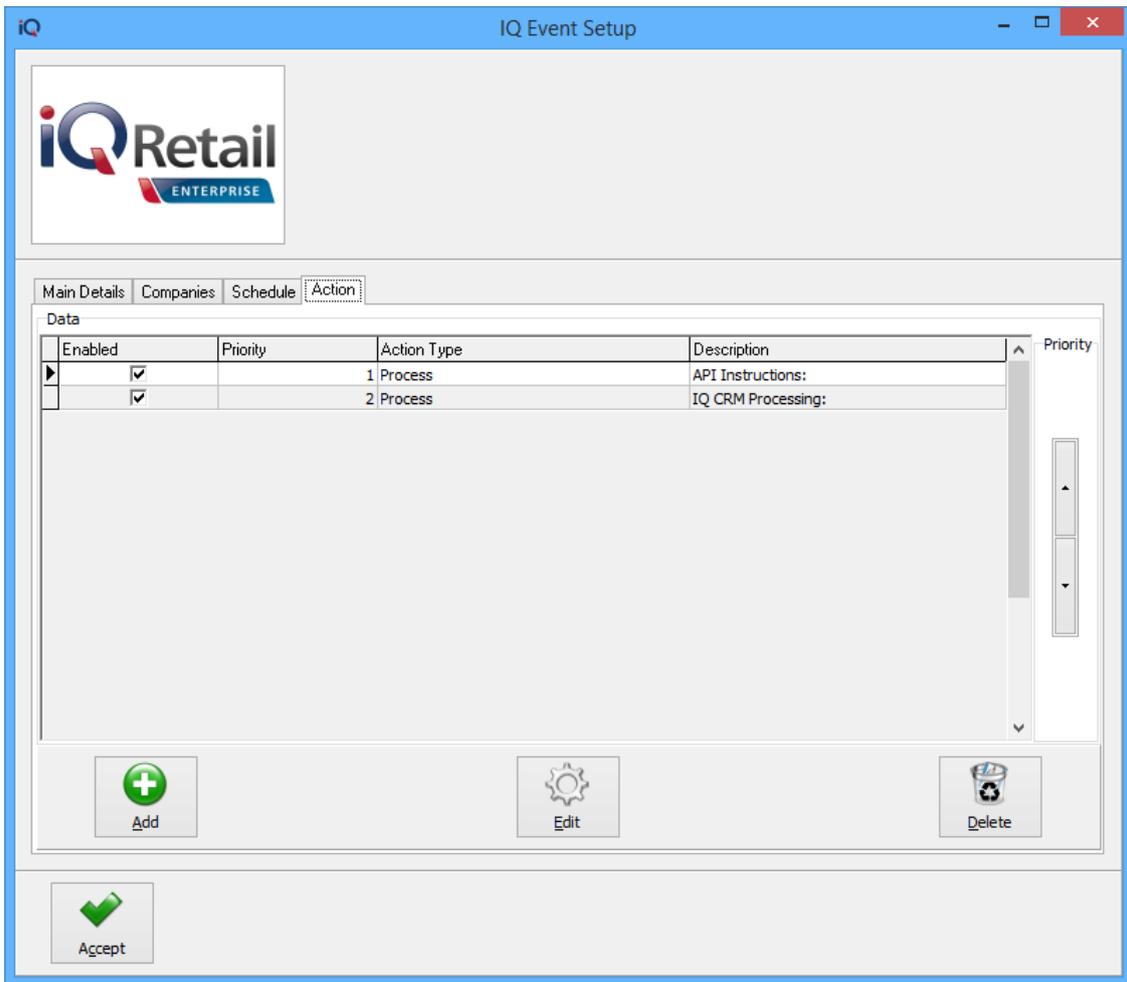
This event is **not yet implemented**. The purpose would be to send the Daily Sales and Tender figures to the OneOne email server.

ACCEPT

Select the Accept option to save any changes that have been made under the action tab in the event schedule screen.

SCHEDULED EVENT FINALISED

To finalise the scheduled event, ensure that the priority order is correct. This can be done by highlighting the specific action and then using the Priority Bar on the right hand side of the screen in order to set the priorities correctly.



IMPORTANT: When setting up the necessary actions for the scheduled event, make sure that the event actions are in the correct order. The order should be as follows, export the results first, and then the next action should be either to compress the results file or to send the result file out, via email.

If the priority of the event actions are not correct and first start with email, a blank email will be sent, and thereafter the rest of the actions.

Select the Accept option to finalise the selected scheduled event.

SCHEDULED EVENTS USING THE IQ XML EXPORTS TYPE

IQ Automation can be used to do specified processing on the IQ system.

This feature allows the user to specify the Export parameters and to generate IQ XML Export files based on existing data. The Export function supports Stock, Debtor and Creditor Master Files and also supports Processing Documents (Sales orders, purchase Orders, Job Cards and Quotes).

The screenshot shows the 'IQ Event Setup' window with the 'Main Details' tab selected. The form contains the following fields:

Event Name	STOCK EXPORT
Event Enabled	<input checked="" type="checkbox"/>
Item Type	4 - IQ XML Exports
Item Data	
Stop Item After	5 Min

At the bottom of the window, there are three buttons: 'Browse', 'Design Query', and 'Accept'.

MAIN DETAILS

EVENT NAME

The event name is where the user gives the specific event a name.

EVENT ENABLED

The event enable option allows the user to activate or deactivate a specific event. If the event is not enabled, the specific event will not be executed.

ITEM TYPE

The item type option allows the user to pick from 6 types; 0-None, 1-User/Custom Report, 2-SQL Script, 3-Process, **4-IQ XML Exports** and 5- IQ XML Imports.

To enable a process to be scheduled, select option **4-IQ XML Exports**.

ITEM DATA

For Processing, the Item Data field remains empty.

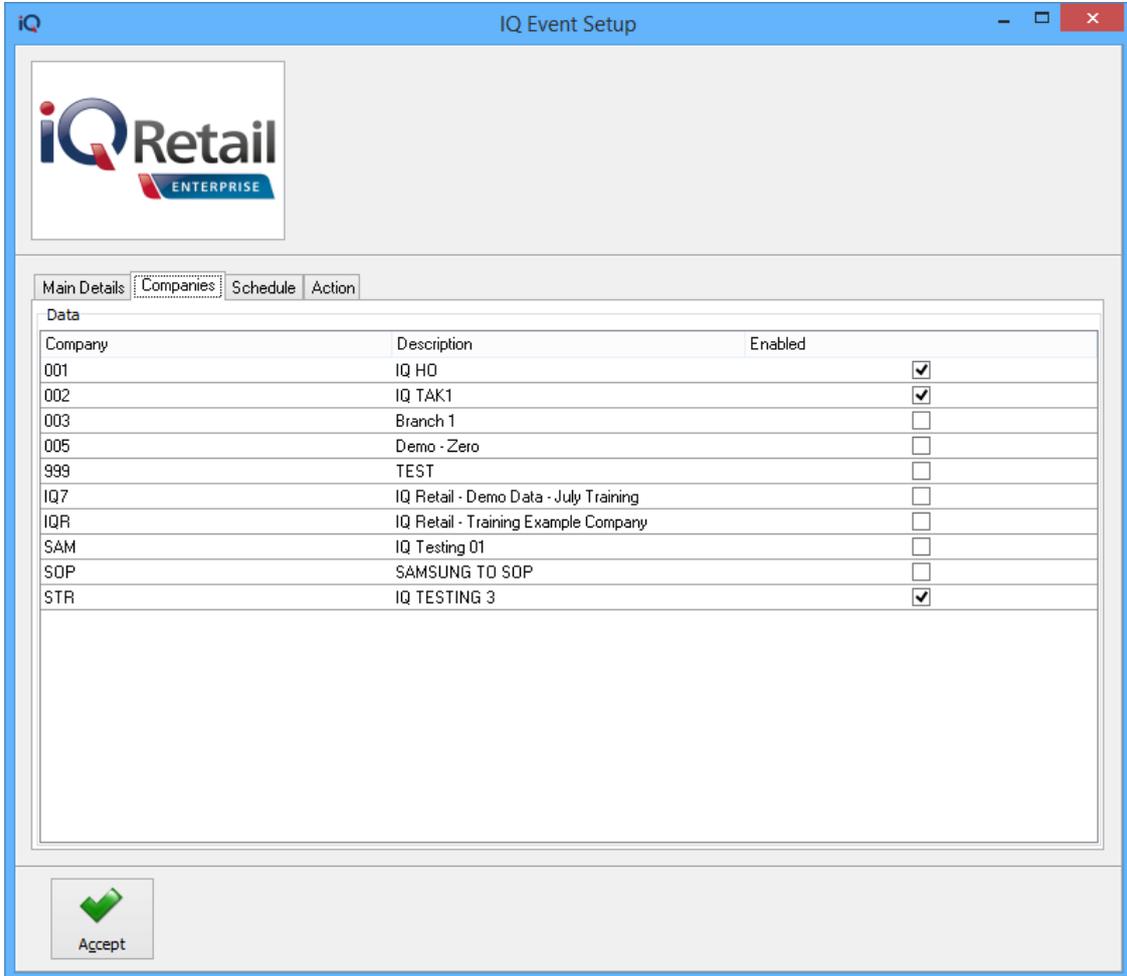
STOP ITEM AFTER

This option allows the user to specify when the event should stop. It is possible to let the event stop at previously setup time periods, which can be selected from the drop down menu from 5 minutes to 4 hours.

IMPORTANT: The system defaults to 5 (five) minutes, when the N/A (Not Applicable) option is selected, as a safety precaution. If the event fails, no other scheduled events can be executed until the problematic one is stopped.

COMPANIES

Under the companies tab, the user needs to enable the scheduled event for a specific company. This can be done by selecting the enable option next to the company name.

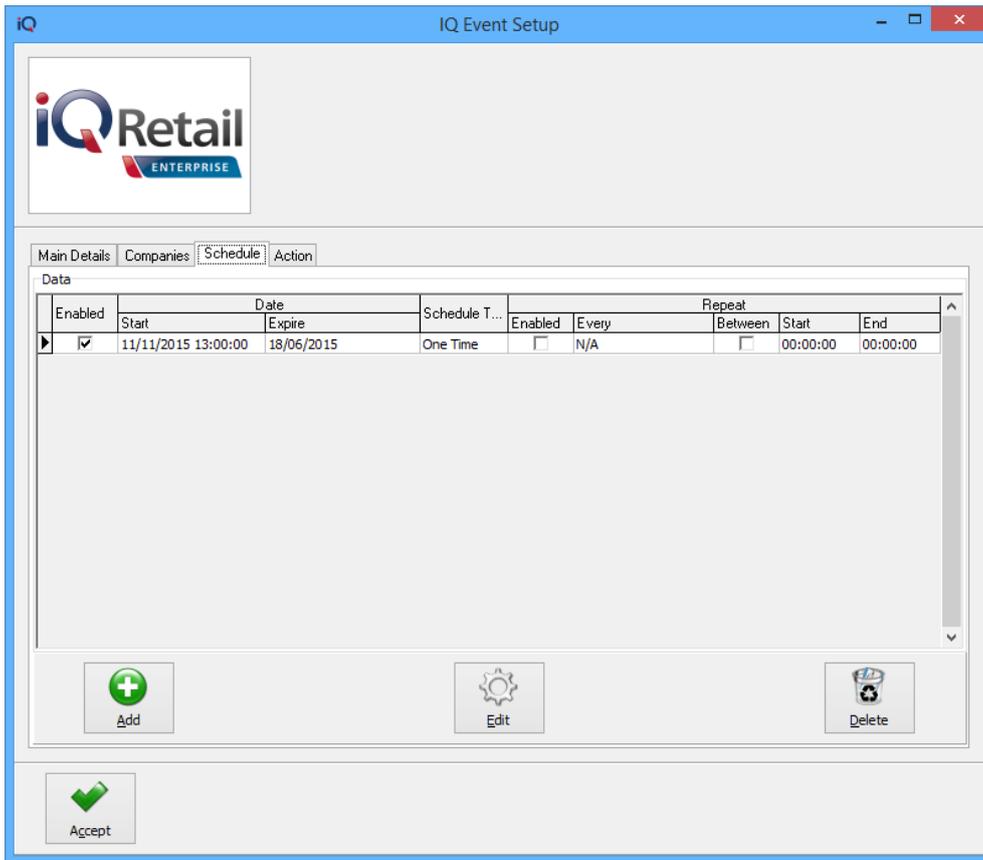


In the event where more than one company is enabled, each selected company's process will be executed separately.

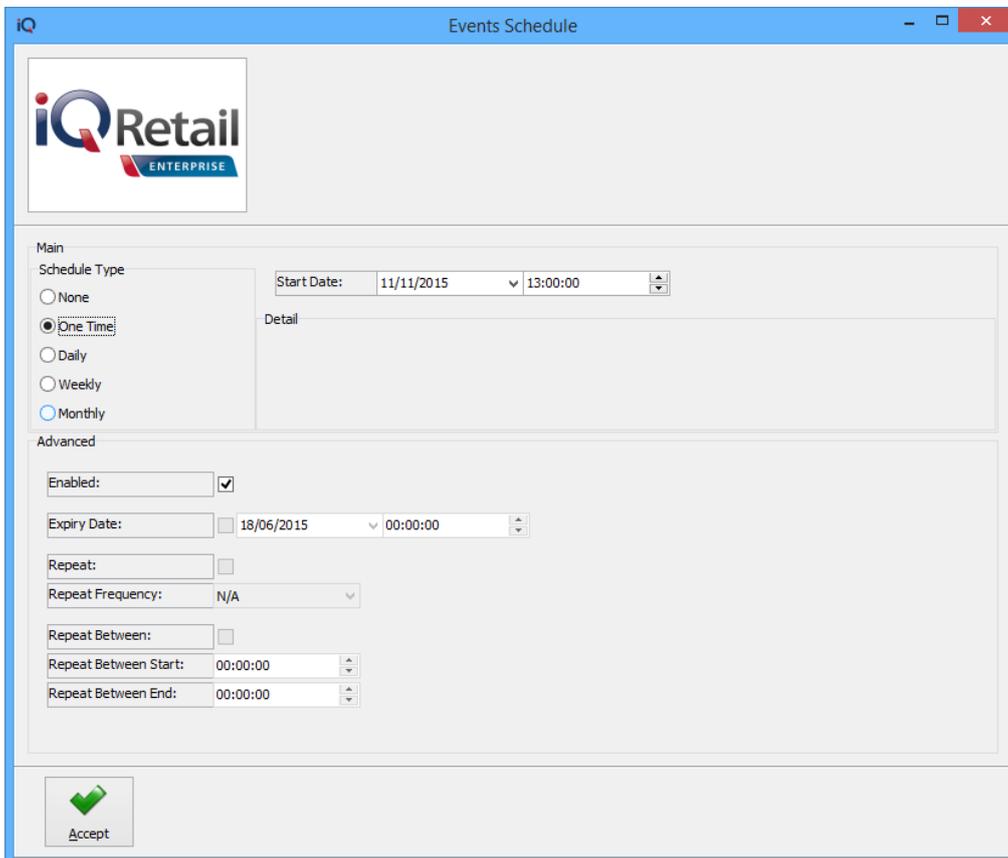
NOTE: Once the event is enabled for the specific company, proceed to the schedule tab.

SCHEDULE

Under the schedule tab the user is able to setup a specific schedule for the event. To create a schedule event, select the Add option.



NOTE: Selecting the add option allows the user to specify periods, dates and times for the event.



MAIN

SCHEDULE TYPE

The schedule type allows the user to choose the frequency of the event. There are 5 different frequency options that the user is able to choose from.

NONE

The None Option allows the user to disable the event and it will not be scheduled for any time at all.

ONE TIME

The One Time option will allow the user to schedule the event as a once off event.

DAILY

The Daily option allows the user to configure the scheduled event on a daily basis at a specific time.

NOTE: The user can select if the event should be executed every week or every second week and also which day of the week it should be executed.

WEEKLY

The Weekly option allows the user to configure the scheduled event per week.

NOTE: If the Weekly option has been selected, further options become available.

NOTE: Now the user is able to select which weeks of the month and also the actual days within each week, the scheduled event should be executed.

MONTHLY

The Monthly option allows the user to configure the scheduled event for specific months of the year.

NOTE: If the Monthly option has been selected, as in the example, further options become available.

NOTE: Now the user is able to select which months of the year and also the actual days within the months, the scheduled event should be executed.

ADVANCED

ENABLED

The Enabled option needs to be ticked; otherwise the scheduled event will not be executed. Make sure the scheduled event is enabled.

EXPIRY DATE

The Expiry date allows the user to specify when the configured scheduled event must expire. This option can be left open if there is no expiry date for the event.

REPEAT

The Repeat option allows the user to select the scheduled event to repeat every couple of minutes or hours. The range is between 5 minutes and 4 hours. The event will only be executed once within the date and time range, if there are no errors. It will only repeat within the date and time range, if the repeat option is enabled.

REPEAT FREQUENCY

The Repeat Frequency becomes available once the Repeat is enabled. The Repeat Frequency allows the user to specify when this scheduled event must repeat. This could be every 5 minutes, up to every 4 hours.

REPEAT BETWEEN

The Repeat Between option allows the user to specify if this scheduled event must repeat between specific times. Make sure this option is enabled if the event is being repeated between times.

REPEAT BETWEEN START

The Repeat Between Start allows the user to configure a specific repeat start time for the specific scheduled event.

REPEAT BETWEEN END

The Repeat Between End allows the user to configure a specific repeat end time for the specific scheduled event.

ADD

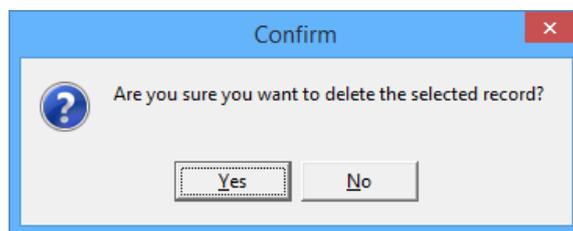
Select the Add option if any additional event scheduling options need to be added.

EDIT

Select the Edit option if any changes need to be made to any of the existing scheduled events.

DELETE

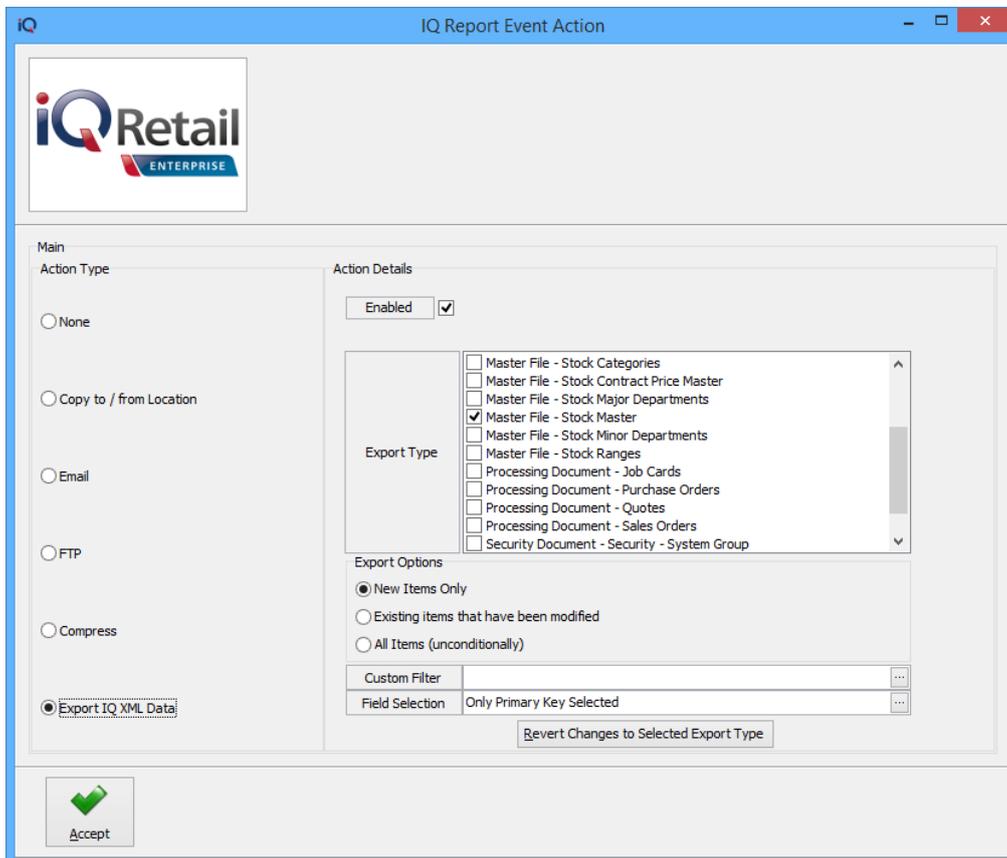
Select the Delete option if any of the existing event configurations should be deleted. By selecting the scheduled event and then clicking on the Delete button, a confirmation box will appear.



When the "YES" option is selected, the existing scheduled event will be permanently deleted.

ACTION

Under the Action tab, the user is able to set the desired action for a specific scheduled event. When scheduling a Process Type event, the user only has 2 options: None or Process.



MAIN**ACTION TYPE**

In order for the Export IQ XML event type to work, the user has to select the "Export IQ XML Data" option under Action Types.

Export IQ XML Data

ACTION DETAILS

The Action Details provides the user with the option on which table and which fields in the table to export.

Action Details

Enabled

Export Type

- Master File - Creditor Store Department Master
- Master File - Creditors Master
- Master File - Debtor Store Department Master
- Master File - Debtors Master
- Master File - Promotions Master
- Master File - Sales Representatives/Area Sales Managers
- Master File - Stock Categories
- Master File - Stock Contract Price Master
- Master File - Stock Major Departments
- Master File - Stock Master
- Master File - Stock Minor Departments

Export Options

New Items Only

Existing items that have been modified

All Items (unconditionally)

Custom Filter (CODE LIKE '12345%')

Field Selection Multiple Fields Selected

Revert Changes to Selected Export Type

ENABLED

The enabled option allows the user to enable the specific action. The action has to be enabled to be executed.

EXPORT TYPE

Master files for Creditors, Debtors and Stock, Processing Documents (Job Cards, Purchase Orders, Quotes and Sales Orders) and Security documents are listed for selection.

Select the file that needs to be exported, by ticking the box next to the specific file.

EXPORT OPTIONS

The user has the option to select which of the records within the files need to be exported.

NEW ITEMS ONLY

The user has the option to export only the new items that were added in the selected table, since the last export..

EXISTING ITEMS THAT HAVE BEEN MODIFIED

The user also has the option to export all the existing items that have been modified, since the last export.

ALL ITEMS (UNCONDITIONALLY)

This option allows the user to export all the items in the selected table.

CUSTOM FILTER

The Export option also allows the user to specify a custom filter for the specific export type.

FIELD SELECTION

The Field selection option allows the user to select the fields in the table that should be exported.

REVERT CHANGES TO SELECTED EXPORT TYPE

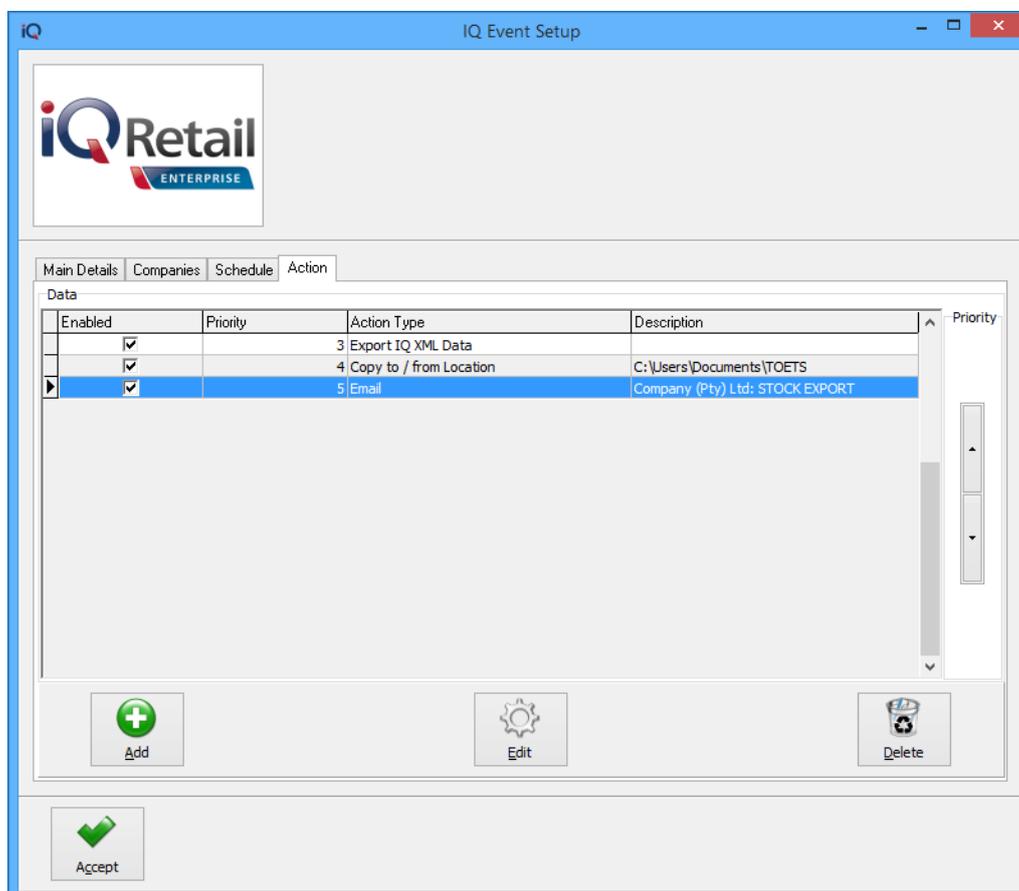
This option allows the user to go back to or return to the former saved information, after changes were made for the specific export type.

ACCEPT

Select the Accept option to save any changes that have been made under the action tab in the event schedule screen.

SCHEDULED EVENT FINALISED

To finalise the scheduled event, ensure that the priority order is correct. This can be done by highlighting the specific action and then using the Priority Bar on the right hand side of the screen in order to set the priorities correctly.



IMPORTANT: When setting up the necessary actions for the scheduled event, make sure that the event actions are in the correct order. The order should be as follows, export the results first, and then the next action should be either to compress the results file or to send the result file out, via email.

If the priority of the event actions are not correct and first start with email, a blank email will be sent, and thereafter the rest of the actions.

Select the Accept option to finalise the selected scheduled event.

SCHEDULED EVENTS USING THE IQ XML IMPORTS TYPE

IQ Automation can be used to do specified processing on the IQ system.

This action allows the user to automatically import IQ XML documents. By default this event type will show From Source when the Import Event Type has been selected. This action allows the user to get / retrieve a file at another location. For multiple files, the user needs to add multiple Copy From Actions.

The screenshot shows the 'IQ Event Setup' window with the 'Main Details' tab selected. The event name is 'STOCK IMPORT - 002', it is enabled, and the item type is '5 - IQ XML Imports'. The stop item after is set to '5 Min'. There are 'Browse' and 'Design Query' buttons at the bottom, and an 'Accept' button at the very bottom.

Event Name	STOCK IMPORT - 002
Event Enabled	<input checked="" type="checkbox"/>
Item Type	5 - IQ XML Imports
Item Data	
Stop Item After	5 Min

MAIN DETAILS

EVENT NAME

The event name is where the user gives the specific event a name.

EVENT ENABLED

The event enable option allows the user to activate or deactivate a specific event. If the event is not enabled, the specific event will not be executed.

ITEM TYPE

The item type option allows the user to pick from 6 types; 0-None, 1-User/Custom Report, 2-SQL Script, 3-Process, 4-IQ XML Exports and **5- IQ XML Imports**.

To enable a process to be scheduled, select option **5 – IQ XML Imports**.

ITEM DATA

For Processing, the Item Data field remains empty.

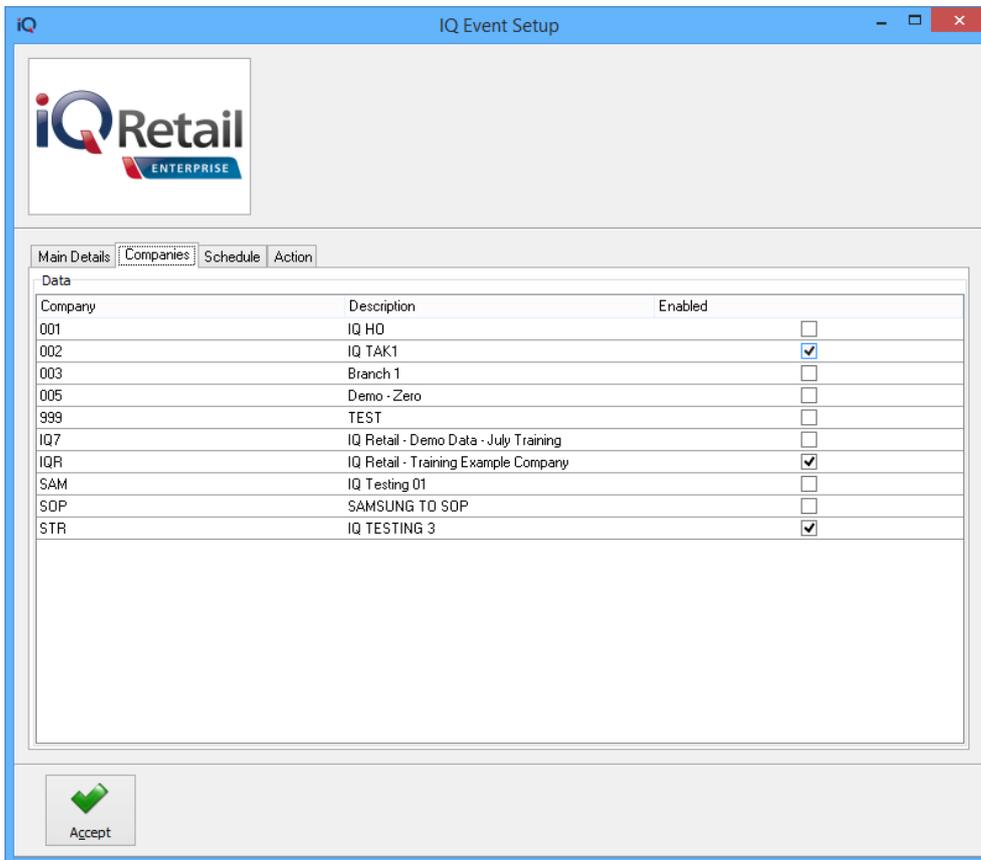
STOP ITEM AFTER

This option allows the user to specify when the event should stop. It is possible to let the event stop at previously setup time peroids, which can be selected from the drop down menu from 5 minutes to 4 hours.

IMPORTANT: The system defaults to 5 (five) minutes, when the N/A (Not Applicable) option is selected, as a safety precaution. If the event fails, no other scheduled events can be executed until the problematic one is stopped.

COMPANIES

Under the companies tab, the user needs to enable the scheduled event for a specific company. This can be done by selecting the enable option next to the company name.

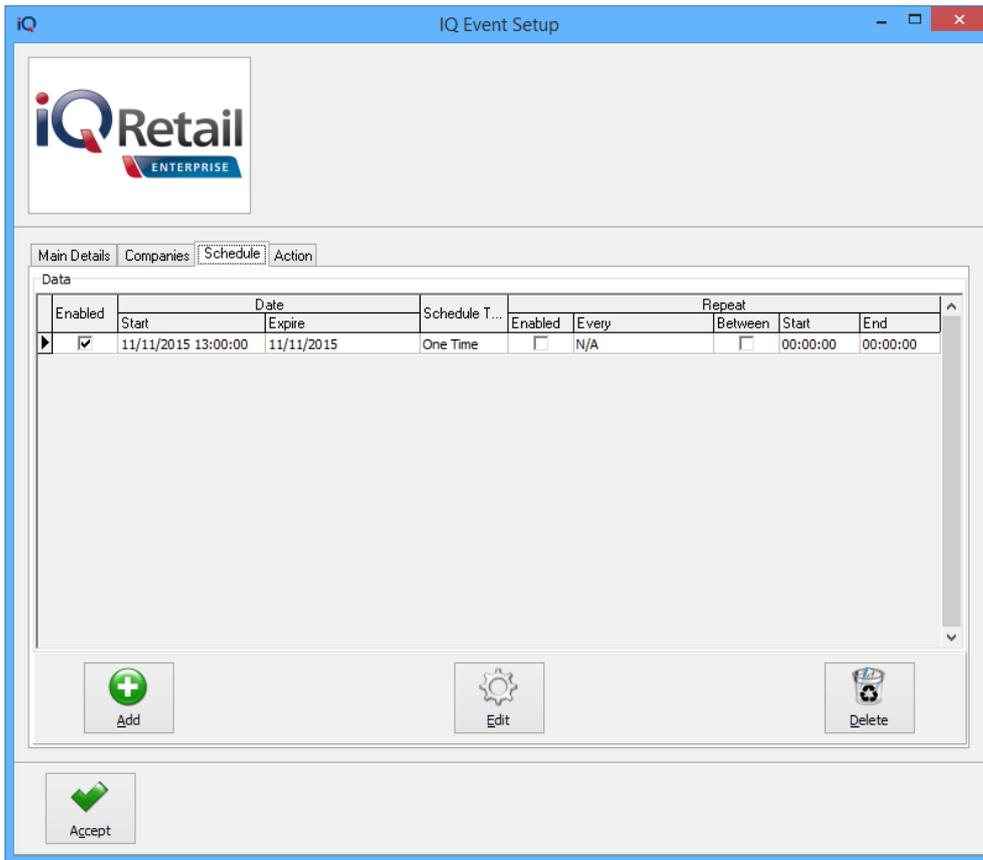


In the event where more than one company is enabled, each selected company’s process will be executed separately.

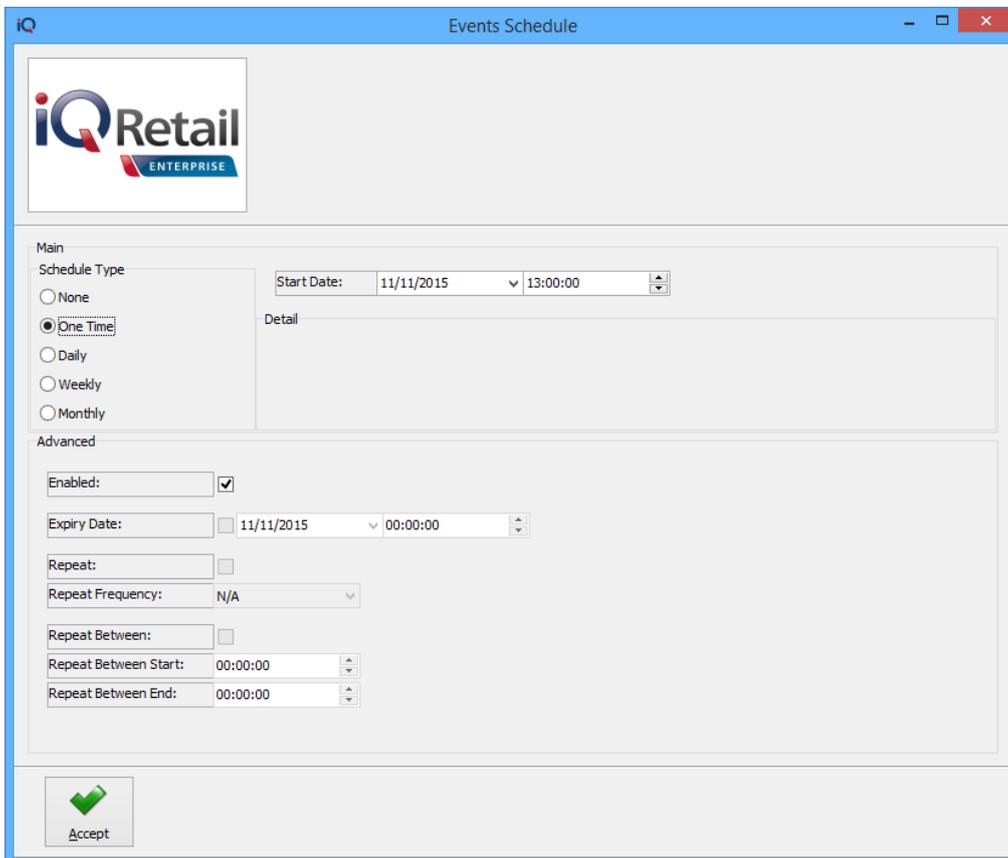
NOTE: Once the event is enabled for the specific company, proceed to the schedule tab.

SCHEDULE

Under the schedule tab the user is able to setup a specific schedule for the event. To create a schedule event, select the Add option.



NOTE: Selecting the add option allows the user to specify periods, dates and times for the event.



MAIN

SCHEDULE TYPE

The schedule type allows the user to choose the frequency of the event. There are 5 different frequency options that the user is able to choose from.

NONE

The None Option allows the user to disable the event and it will not be scheduled for any time at all.

ONE TIME

The One Time option will allow the user to schedule the event as a once off event.

DAILY

The Daily option allows the user to configure the scheduled event on a daily basis at a specific time.

NOTE: The user can select if the event should be executed every week or every second week and also which day of the week it should be executed.

WEEKLY

The Weekly option allows the user to configure the scheduled event per week.

NOTE: If the Weekly option has been selected, further options become available.

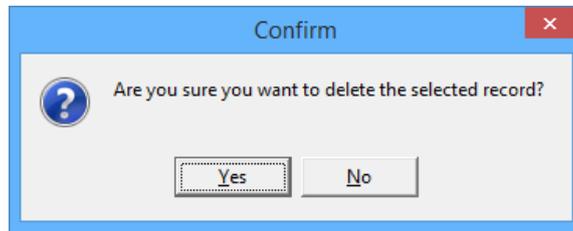
NOTE: Now the user is able to select which weeks of the month and also the actual days within each week, the scheduled event should be executed.

MONTHLY

The Monthly option allows the user to configure the scheduled event for specific months of the year.

NOTE: If the Monthly option has been selected, as in the example, further options become available.

NOTE: Now the user is able to select which months of the year and also the actual days within the months, the scheduled event should be executed.



ADVANCED

ENABLED

The Enabled option needs to be ticked; otherwise the scheduled event will not be executed. Make sure the scheduled event is enabled.

EXPIRY DATE

The Expiry date allows the user to specify when the configured scheduled event must expire. This option can be left open if there is no expiry date for the event.

REPEAT

The Repeat option allows the user to select the scheduled event to repeat every couple of minutes or hours. The range is between 5 minutes and 4 hours. The event will only be executed once within the date and time range, if there are no errors. It will only repeat within the date and time range, if the repeat option is enabled.

REPEAT FREQUENCY

The Repeat Frequency becomes available once the Repeat is enabled. The Repeat Frequency allows the user to specify when this scheduled event must repeat. This could be every 5 minutes, up to every 4 hours.

REPEAT BETWEEN

The Repeat Between option allows the user to specify if this scheduled event must repeat between specific times. Make sure this option is enabled if the event is being repeated between times.

REPEAT BETWEEN START

The Repeat Between Start allows the user to configure a specific repeat start time for the specific scheduled event.

REPEAT BETWEEN END

The Repeat Between End allows the user to configure a specific repeat end time for the specific scheduled event.

ADD

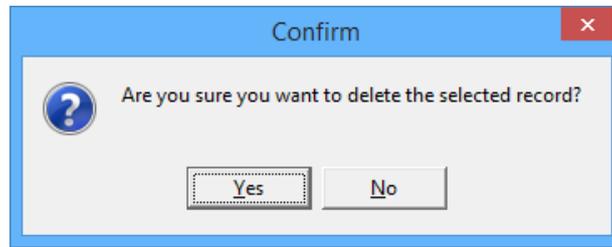
Select the Add option if any additional event scheduling options need to be added.

EDIT

Select the Edit option if any changes need to be made to any of the existing scheduled events.

DELETE

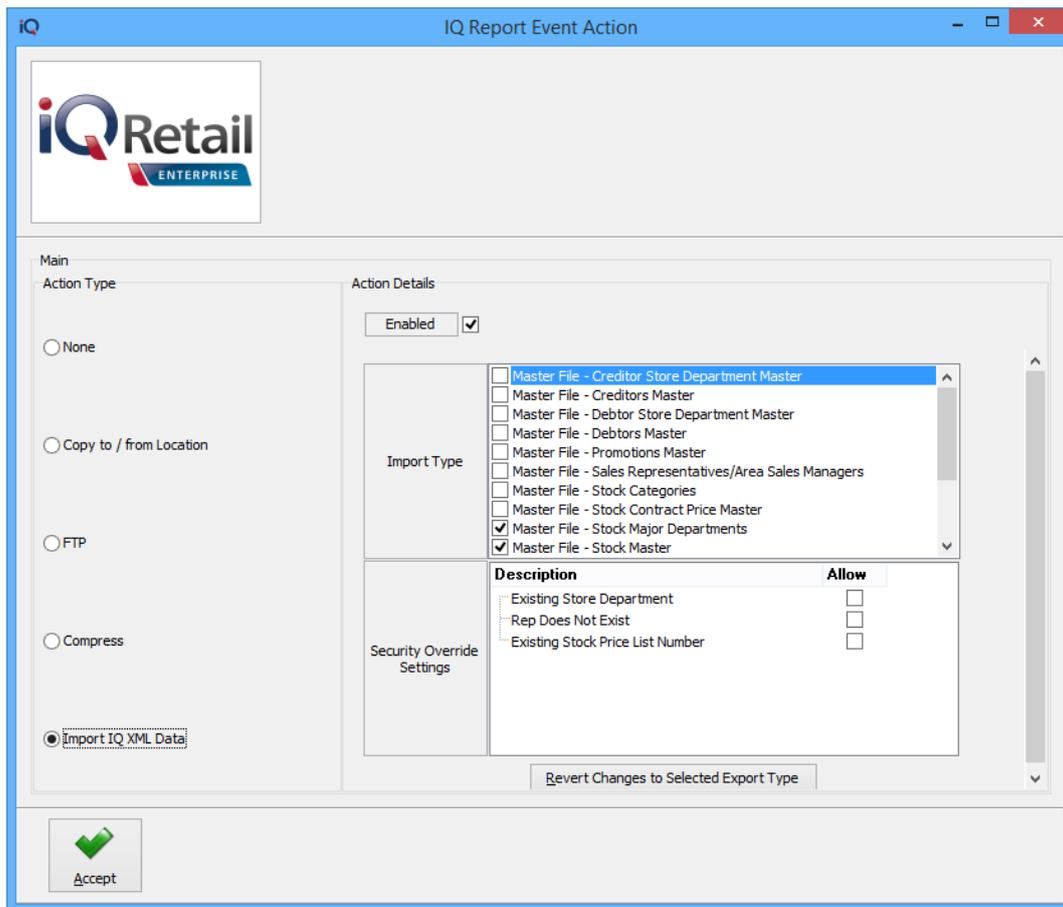
Select the Delete option if any of the existing event configurations should be deleted. By selecting the scheduled event and then clicking on the Delete button, a confirmation box will appear.



When the "YES" option is selected, the existing scheduled event will be permanently deleted.

ACTION

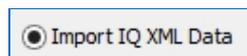
Under the Action tab, the user is able to set the desired action for a specific scheduled event. When scheduling a Process Type event, the user only has 2 options: None or Process.



MAIN

ACTION TYPE

In order for the Import IQ XML event type to work, the user has to select the "Import IQ XML Data" option under Action Types.



ACTION DETAILS

The Action Details provides the user with the option on which table and which fields in the table to import.

Action Details

Enabled

Import Type

- Master File - Creditor Store Department Master
- Master File - Creditors Master
- Master File - Debtor Store Department Master
- Master File - Debtors Master
- Master File - Promotions Master
- Master File - Sales Representatives/Area Sales Managers
- Master File - Stock Categories
- Master File - Stock Contract Price Master
- Master File - Stock Major Departments
- Master File - Stock Master

Security Override Settings

Description	Allow
Existing Store Department	<input checked="" type="checkbox"/>
Rep Does Not Exist	<input type="checkbox"/>
Existing Stock Price List Number	<input type="checkbox"/>

Revert Changes to Selected Export Type

ENABLED

The enabled option allows the user to enable the specific action. The action has to be enabled to be executed.

IMPORT TYPE

The user can select the import types that should be checked for and attempted during the import process.

SECURITY OVERRIDE SETTINGS

For each of the Import Type selections, the user must also specify which override settings should be allowed. By ticking one of these Override Settings, the user accepts that the system will allow such setting to be overridden as if the user was an administrator. If the setting is not ticked, the document will fail during the import process and be logged appropriately. Otherwise it will be imported regardless.

REVERT CHANGES TO SELECTED EXPORT TYPE

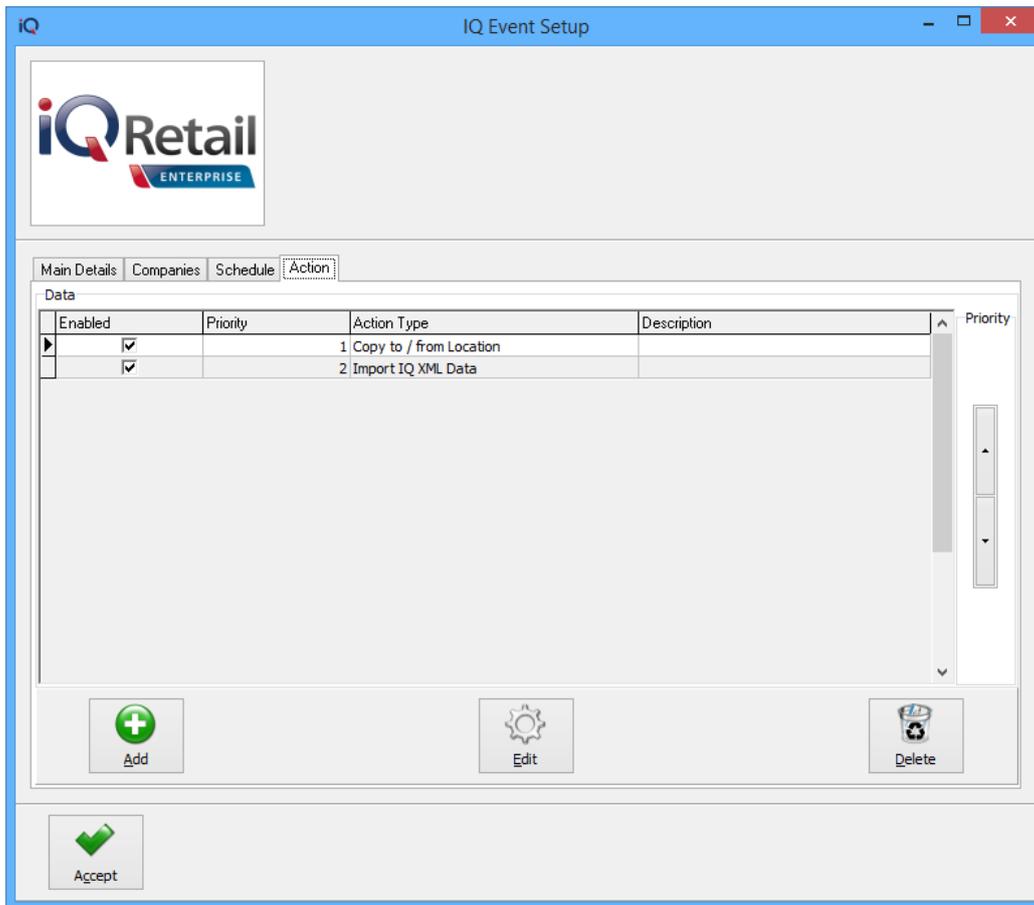
This option allows the user to go back to or return to the former saved information, after changes were made for the specific import type.

ACCEPT

Select the Accept option to save any changes that have been made under the action tab in the event schedule screen.

SCHEDULED EVENT FINALISED

To finalise the scheduled event, ensure that the priority order is correct. This can be done by highlighting the specific action and then using the Priority Bar on the right hand side of the screen in order to set the priorities correctly.



IMPORTANT: When setting up the necessary actions for the scheduled event, make sure that the event actions are in the correct order. The order should be as follows, export the results first, and then the next action should be either to compress the results file or to send the result file out, via email.

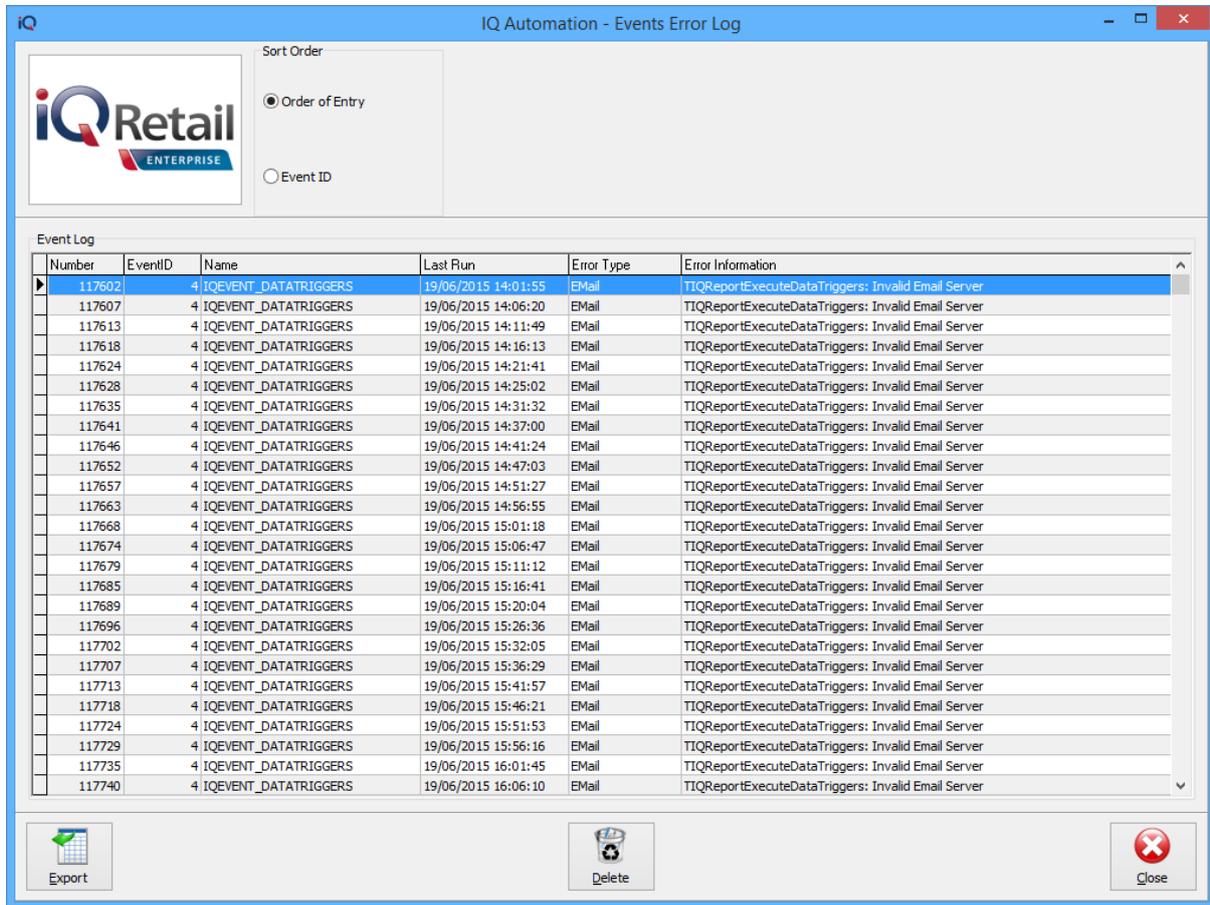
If the priority of the event actions are not correct and first start with email, a blank email will be sent, and thereafter the rest of the actions.

Select the Accept option to finalise the selected scheduled event.

REPORTS

There are three (3) reports the user can choose from. From the IQ Automation main screen → Reports → click then on the type of report the user wants to see.

EVENT LOG



The Event Log contains a list of all the error messages from the last or previous event executions.

BUTTON FUNCTIONALITY

EXPORT

The Export option allows the user to export the Events Error Log in one of the following formats: CSV (comma delimited), TXT, HTML, XML or XLS (Excel).

DELETE

The user can choose if only the selected event or all events within a filter should be deleted.

SELECTED

This option allows the user to delete only the selected event.

ALL WITHIN FILTER

CLOSE

The close option allows the user to close the Event Log.

OUTSTANDING ACTIONS LOG

Number	Name	EventID	Backup Identifier	Action Type	Data Available
1	STOCK IMPORT - 002	14		Import IQ XML Data	Yes
2	STOCK IMPORT - 002	14		Import IQ XML Data	Yes
3	STOCK IMPORT - 002	14		Import IQ XML Data	Yes

This option enables the user to view Outstanding Action Logs. These log include events and data information on events that have previously failed during Emailing, Uploading or Downloading. If the event previously failed, this log will show it together with the option of exporting the data for preview. The user will be able to remove Outstanding Events to prevent them from executing at the next execution.

EMAIL LOG

The IQ Email Log is a list of all the emails that were sent from IQ Automation.

Current | History

Email Outbox - Multiselect [OFF]

From	To	Subject	Status	Email Account	Created	Modified
iko@iqretail.co.za	iko@iqretail.co.za	Invoice Document INVHO332	Error	GMAIL	03/02/2015 14:37:31	03/02/2015 14:37:40
Brown@somewhere.c	Brown@somewhere.c	Invoice Document INVHO334	Error	GMAIL	03/02/2015 14:37:35	03/02/2015 14:37:39
Green@somewhere.c	Green@somewhere.c	Invoice Document INVHO335	Error	GMAIL	03/02/2015 14:37:35	03/02/2015 14:37:42
Fcd@somewhere.co.z	Fcd@somewhere.co.z	Invoice Document INVHO338	Error	GMAIL	03/02/2015 14:37:36	03/02/2015 14:38:48
iko@iqretail.co.za	iko@iqretail.co.za	Invoice Document INVHO340	Error	GMAIL	03/02/2015 14:37:38	03/02/2015 14:38:50
someone@iqretail.co	someone@iqretail.co	Debtors Balances	Error	IQRetail (Pty) Ltd	05/11/2015 07:47:49	05/11/2015 07:50:24
someone@iqretail.co	someone@iqretail.co	Debtors Balances	Error	IQRetail (Pty) Ltd	05/11/2015 07:47:52	05/11/2015 07:50:22
someone@iqretail.co	someone@iqretail.co	Debtors Balances	Error	IQRetail (Pty) Ltd	05/11/2015 08:02:12	05/11/2015 08:03:27
someone@iqretail.co	someone@iqretail.co	Debtors Balances	Error	IQRetail (Pty) Ltd	05/11/2015 08:02:15	05/11/2015 08:03:25

Filter | Search | Export | View Error Detail | Delete | Retry Selected | Close | Multiselect

- End of document -