



MODULE SIX: ADMINISTRATION

Participant Guide
spatialNET Standard Users Workbook
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OVERVIEW:

This module provides an overview of managing work flow job administration processes for spatialNET. This includes managing users and user access within spatialNET.

OBJECTIVES:

By completing this module, participants will be able to:

- Post jobs to the database.
- Setup batch queues.
- Control user access in spatialNET.
- Manage jobs in spatialNET.
- Complete other administrative tasks in spatialNET.

NOTES

JOB MANAGEMENT SYSTEM

NOTES

Job Management System (JMS) is one of the key differences in spatialNET in comparison to other systems. JMS has the ability to deal with versioned data. Changes to the JMS controlled data are visible only to the user logged into that job. Everyone else sees the public version of that data.

Jobs have three states:

- 1 PRIVATE** The changes are visible only to the user who made them. This is used for initial design phases of a project.
- 2 PUBLISHED** The changes are visible to all users in the database.
- 3 POSTED** The changes are written permanently to the database and are visible to all.

JOB MANAGEMENT SYSTEM

NOTES

All changes to the database (Adds, Changes, and Deletes) that are made under JMS control always result in a new row being inserted in the database. The new row is the version that contains the edit that was just made, and supersedes previous versions within the current job.

1 Before the edit. The entity will be listed on one line of the database.

Object_ID	Job_ID	Published	Date_Published	Object
12345	001	Y	05-Jan-10	B Vault

2 The database will reflect the edit, but other users will not see it on the map. This allows for undoing the change as needed.

Object_ID	Job_ID	Published	Date_Published	Object
12345	001	Y	05-Jan-10	B Vault
12345	002	N		Drop Ped

3 Users can continue to tweak the design until the final is published.

Object_ID	Job_ID	Published	Date_Published	Object
12345	001	Y	05-Jan-10	B Vault
12345	002	N		Drop Ped
12345	002	N		RT Vault

4 When published, the database is altered to reflect the newly updated version of the entity. Everyone will see the change.

Object_ID	Job_ID	Published	Date_Published	Object
12345	001	Y	05-Jan-10	B Vault
12345	002	N		Drop Ped
12345	002	Y	10-May-10	RT Vault

5 Once posted, all other changes are removed.

Object_ID	Job_ID	Published	Date_Published	Object
12345	002	Y	11-May-10	D Vault

JOB MANAGEMENT WORKFLOW

NOTES

Jobs must be published or posted by the spatialNET administrator before work done in a job is visible to other users. Post will complete the job in the JMS workflow, all edits will become visible to other users, and further edits will not be accepted as part of that job.

Publishing the job does not overwrite the master records, but instead lets the most recent changes be viewed by other users. Only the original user can modify the entities touched in a published job. The steps in the job workflow are as follows:

- 1 Create a job. The job appears in the Job Selection dialog box the next time you start spatialNET.
- 2 Select the job and click **Open** to work on the job. The status of the job changes to **Open**.
- 3 Once the changes are completed and confirmed, the spatialNET administrator or supervisor posts the job to make it part of the as-built or *master* record set.

spatialNET replaces the current master records with the versions corresponding to the changes made in the job being posted. After a job is posted, it is closed and no further work can be performed on it.

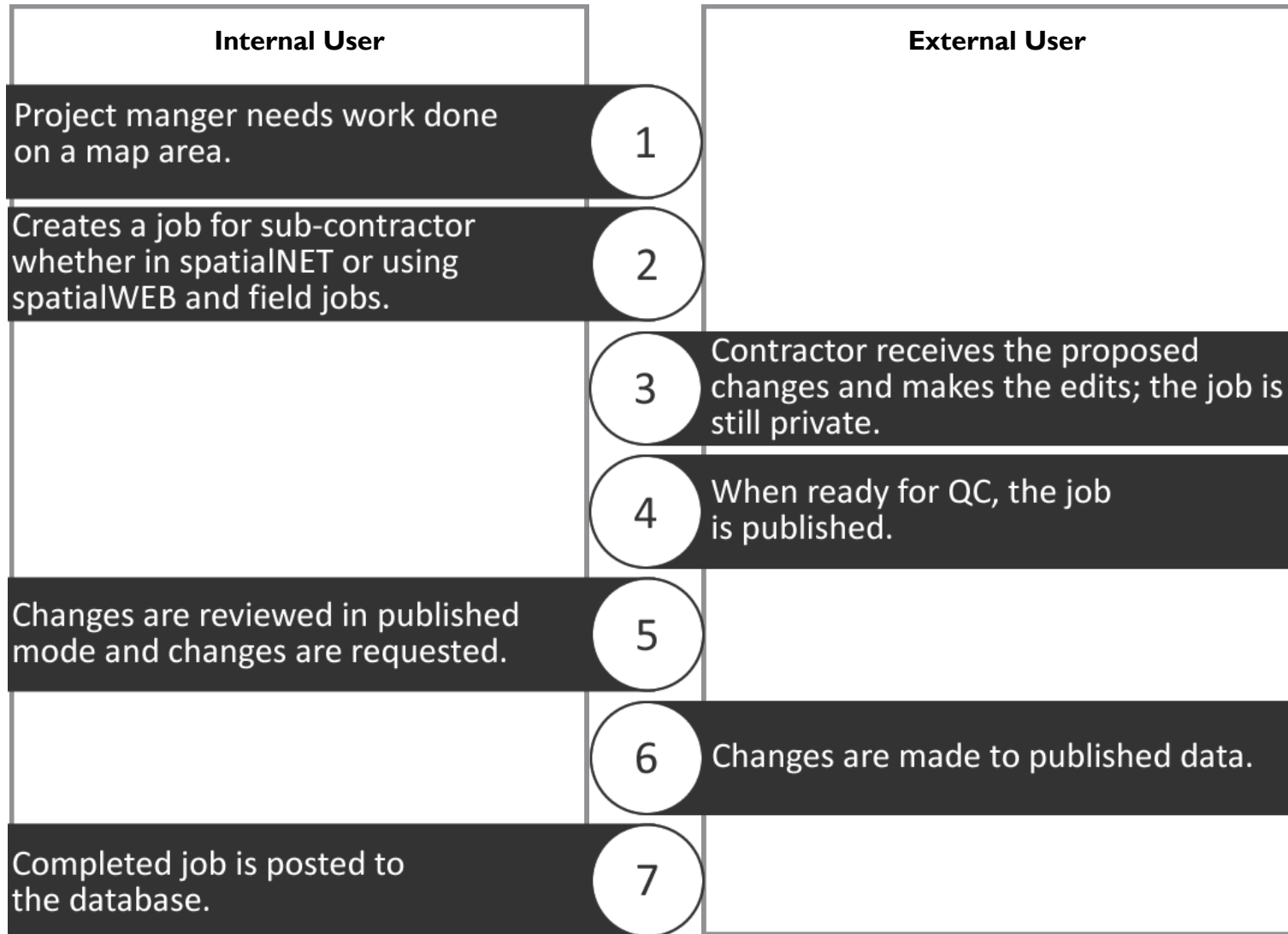
Notes:

JOB MANAGEMENT WORKFLOW

NOTES

Job Management Workflow for External Resources

There are multiple tools to manage work including internal processes that are not discussed here, but here is a generalized workflow with external companies and subcontractors for using spatialNET:



JOB ADMINISTRATOR

The Job Administrator tool provides full access and control of the job creation, workflow and users assigned to the database. Administrator users have the following options (depending on internal policies):

Function	Use
Users	Provides administrators the ability to control access of users in spatialNET.
My Jobs	Lists the different jobs that are open for a specific profile.
Find job	Search and manage specific job for different profiles in the database.
Batch Queue	Setup and manage different batch queue functionality for spatialNET, spatialWEB and spatialOFFLINE.
Cleanup	Removes entities that have been marked from removal in the schema.
Debug	Provides access to different debugging tools available through spatialNET.
Dictionaries	Manage Job and User definitions for the database.
Field Jobs	Display the different field jobs in the database.
Exit	Closes the spatialNET Job Administrator tool.

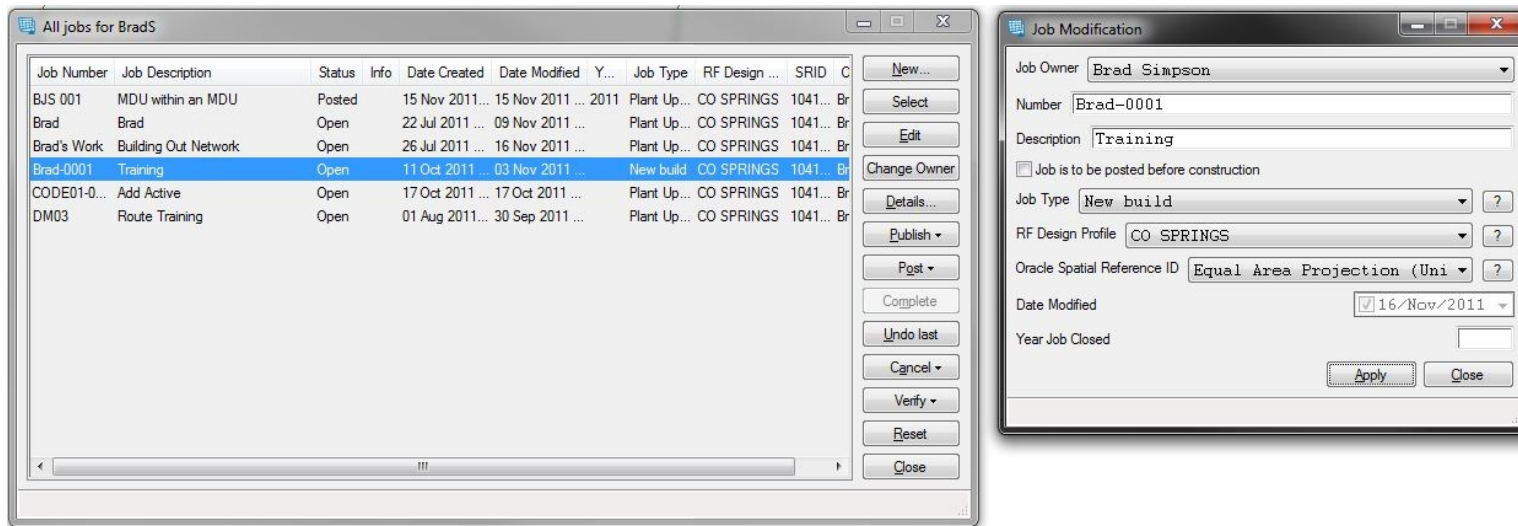
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JOB ADMINISTRATOR

NOTES

When users access the My Job functionality, the jobs that are assigned to them are listed. There are several options that users will have access to, but this can vary based on the access levels users have in the Job Administrator tool. Users can publish, post, and cancel jobs for the database directly through the My Job list.



Users also have the ability to change different attributes for their job such as the Oracle Spatial Reference ID, RF design profile, and job type. Administrator access users can change job owners from here. This is helpful when setting up jobs for multiple users.

Notes:

JOB ADMINISTRATOR

NOTES

The Find Job list uses the same functionality for other spatialNET queries in allowing administrators to “drill down” to specific jobs that are in the database using different attributes for the job such as job type, job status and owner.

Number	Description	Job Status	Date Created	Date Modified	Year Job Closed	Job Type	RF Design Profile	Job Owner
SS15	FIBER	Posted	03/Dec/2008	03/Dec/2008	2008	Untracked Plant Update		SANDY MA...
ss10-a	12/03/08	Posted	03/Dec/2008	03/Dec/2008	2008	Untracked Plant Update		TARA FILI...
SS14-SS15	CONNECTIONS	Posted	03/Dec/2008	03/Dec/2008	2008	Untracked Plant Update		SANDY MA...
	NODE SS06	Posted	03/Dec/2008	03/Dec/2008	2008	Untracked Plant Update		KIM KOSKI
12-04-08	rifle/silt	Posted	04/Dec/2008	04/Dec/2008	2008	Untracked Plant Update		CAREY EL...
12-5-08	Rifle	Posted	05/Dec/2008	05/Dec/2008	2008	Untracked Plant Update		CAREY EL...
12.5.08	EASTLINK	Posted	05/Dec/2008	08/Dec/2008	2008	Untracked Plant Update		Crystal Goll...
12-10-08	Breckenridge	Posted	10/Dec/2008	10/Dec/2008	2008	Untracked Plant Update		MISTY BO...
dej_1210		Posted	10/Dec/2008	18/Dec/2008	2008	Untracked Plant Update		Dave Jarvi...
12.11.08	CO	Posted	10/Dec/2008	10/Dec/2008	2008	Untracked Plant Update		Crystal Goll...
12-12-08	Pueblo	Posted	11/Dec/2008	12/Dec/2008		Untracked Plant Update		MISTY BO...
TARA	12/18/08	Posted	18/Dec/2008	18/Dec/2008	2008	Untracked Plant Update		TARA FILI...
121808	STEAMBOAT SPRINGS	Posted	18/Dec/2008	18/Dec/2008	2008	Untracked Plant Update		SAMANTH...
021609	Breckenridge QC	Posted	16/Feb/2009	18/Feb/2009	2009	Plant Update		Bruce John...
021609	Commerce City,CO	Posted	16/Feb/2009	17/Feb/2009	2009	Untracked Plant Update		Jason Nisk...
021909	breckenridge tracing	Posted	19/Feb/2009	20/Feb/2009	2009	Plant Update		Bruce John...
2.19.09		Posted	19/Feb/2009	26/Feb/2009	2009	Untracked Plant Update		ERIC SEN...

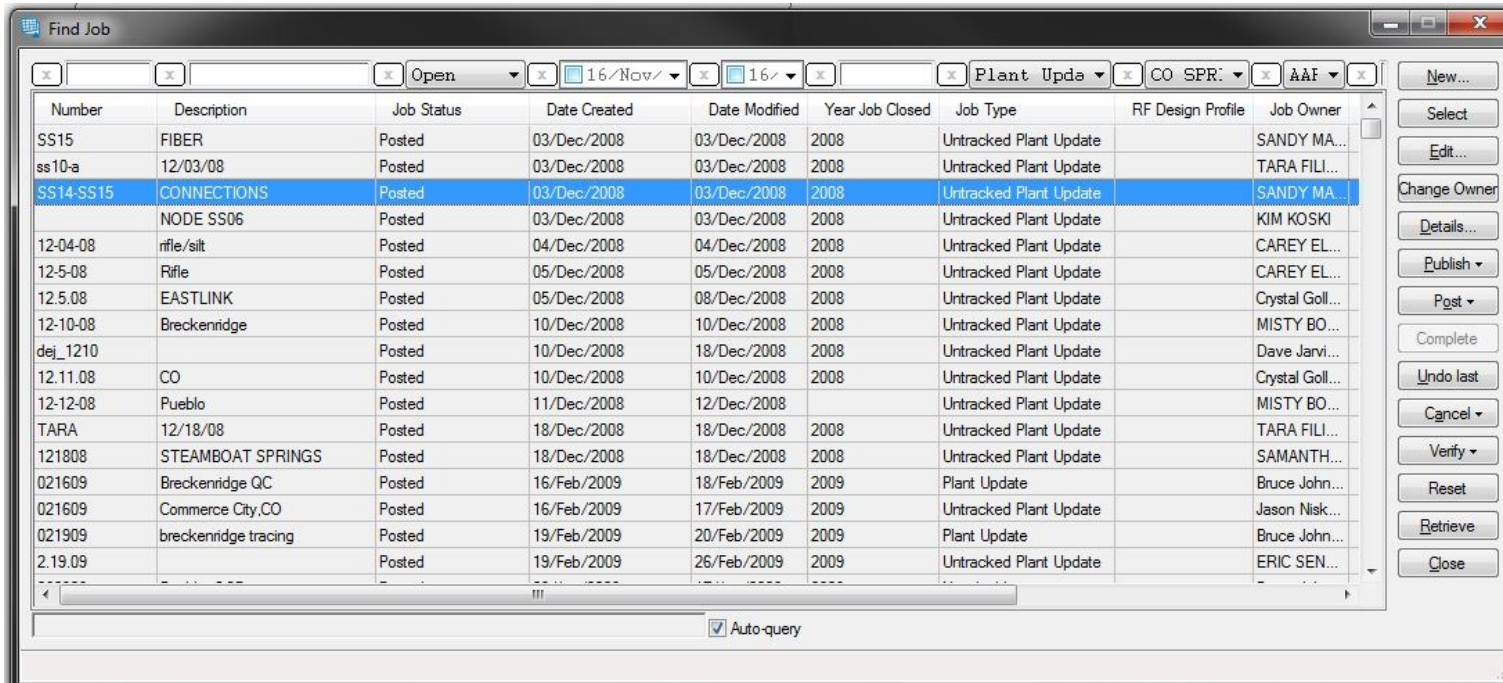
Administrator users can also have access to the same functionality in the My Job list for any job in the database such as publish, post, cancel and change ownership.

Notes:

JOB ADMINISTRATOR

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The Find Job list uses the same functionality for other spatialNET queries in allowing administrators to “drill down” to specific jobs that are in the database using different attributes for the job such as job type, job status and owner.



The screenshot shows a window titled "Find Job" with a table of job records. The table has columns for Number, Description, Job Status, Date Created, Date Modified, Year Job Closed, Job Type, RF Design Profile, and Job Owner. The row for job SS14-SS15 is highlighted in blue. To the right of the table is a sidebar with buttons for New..., Select, Edit..., Change Owner, Details..., Publish, Post, Complete, Undo last, Cancel, Verify, Reset, Retrieve, and Close. At the bottom of the window, there is a checkbox labeled "Auto-query" which is checked.

Number	Description	Job Status	Date Created	Date Modified	Year Job Closed	Job Type	RF Design Profile	Job Owner
SS15	FIBER	Posted	03/Dec/2008	03/Dec/2008	2008	Untracked Plant Update		SANDY MA...
ss10-a	12/03/08	Posted	03/Dec/2008	03/Dec/2008	2008	Untracked Plant Update		TARA FILI...
SS14-SS15	CONNECTIONS	Posted	03/Dec/2008	03/Dec/2008	2008	Untracked Plant Update		SANDY MA...
	NODE SS06	Posted	03/Dec/2008	03/Dec/2008	2008	Untracked Plant Update		KIM KOSKI
12-04-08	rifle/silt	Posted	04/Dec/2008	04/Dec/2008	2008	Untracked Plant Update		CAREY EL...
12-5-08	Rifle	Posted	05/Dec/2008	05/Dec/2008	2008	Untracked Plant Update		CAREY EL...
12.5.08	EASTLINK	Posted	05/Dec/2008	08/Dec/2008	2008	Untracked Plant Update		Crystal Goll...
12-10-08	Breckenridge	Posted	10/Dec/2008	10/Dec/2008	2008	Untracked Plant Update		MISTY BO...
dej_1210		Posted	10/Dec/2008	18/Dec/2008	2008	Untracked Plant Update		Dave Jarvi...
12.11.08	CO	Posted	10/Dec/2008	10/Dec/2008	2008	Untracked Plant Update		Crystal Goll...
12-12-08	Pueblo	Posted	11/Dec/2008	12/Dec/2008		Untracked Plant Update		MISTY BO...
TARA	12/18/08	Posted	18/Dec/2008	18/Dec/2008	2008	Untracked Plant Update		TARA FILI...
121808	STEAMBOAT SPRINGS	Posted	18/Dec/2008	18/Dec/2008	2008	Untracked Plant Update		SAMANTH...
021609	Breckenridge QC	Posted	16/Feb/2009	18/Feb/2009	2009	Plant Update		Bruce John...
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2.19.09		Posted	19/Feb/2009	26/Feb/2009	2009	Untracked Plant Update		ERIC SEN...

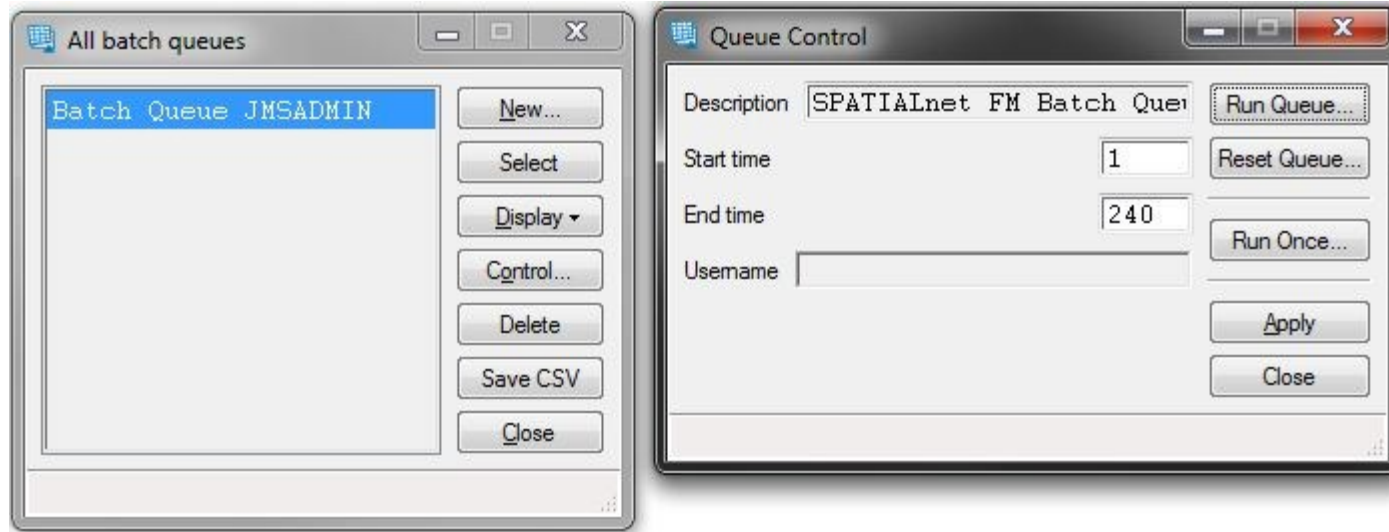
Administrator users can also have access to the same functionality in the My Job list for any job in the database such as publish, post, cancel and change ownership.

Notes:

BATCH QUEUE

NOTES

Users have the ability to queue publishing and posting of jobs when there is less demand on the server. Administrators can control what time period these batches will take place. The start and end times are based on the number of minutes relative to midnight (0000 hrs) on the server.



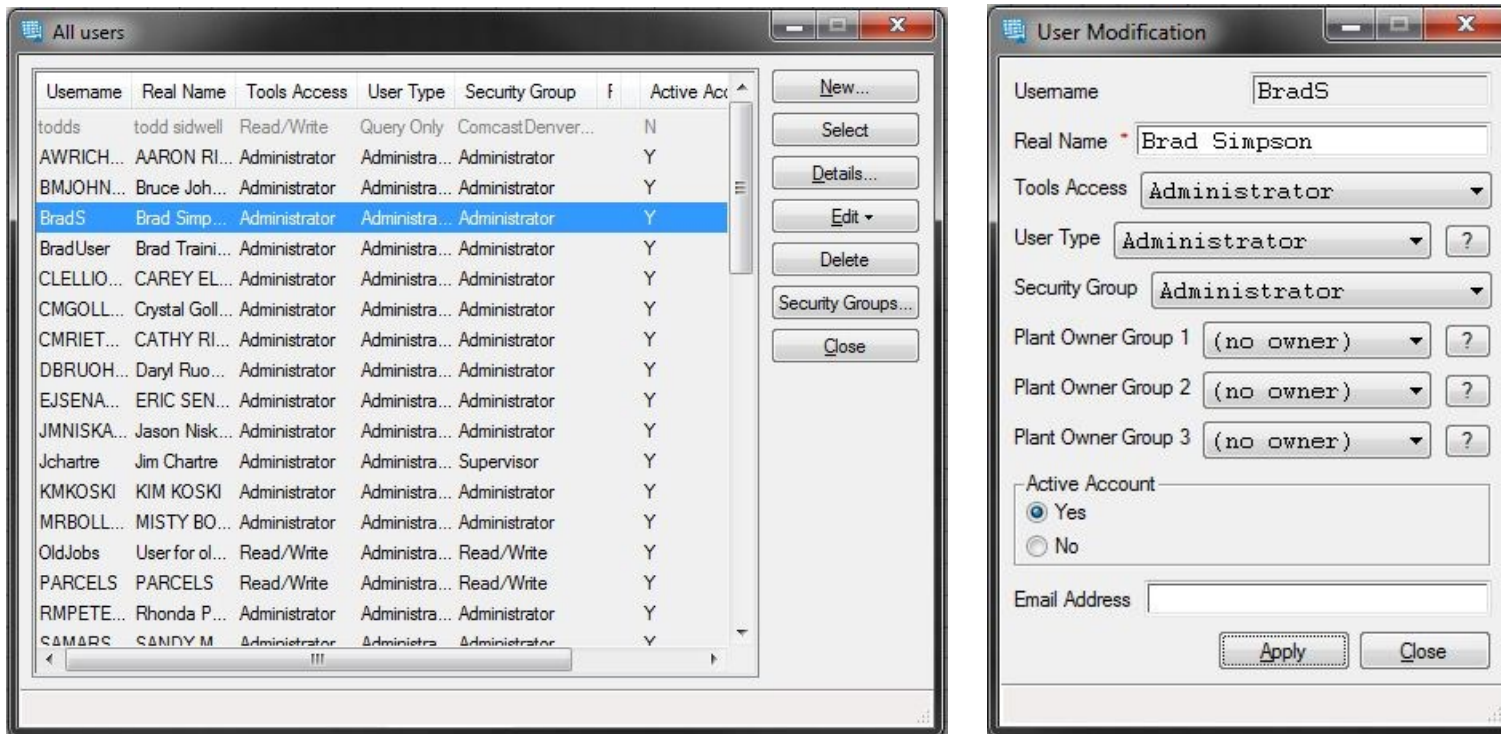
Administrators can also setup different batches to allow for variations to the local processes. Administrators can also force a batch to immediately take place if the need arises. There are some reporting tools available to administrators for the different batches that are scheduled on the database.

Notes:

USERS

NOTES

The All Users window allows the ability to create new users, access different details of the selected user and remove users from the database. When creating or editing a spatialNET users, administrator users have the same options for user access and password management. It is up to the customer's policies on the different access privileges the user should have in spatialNET.



Notes:

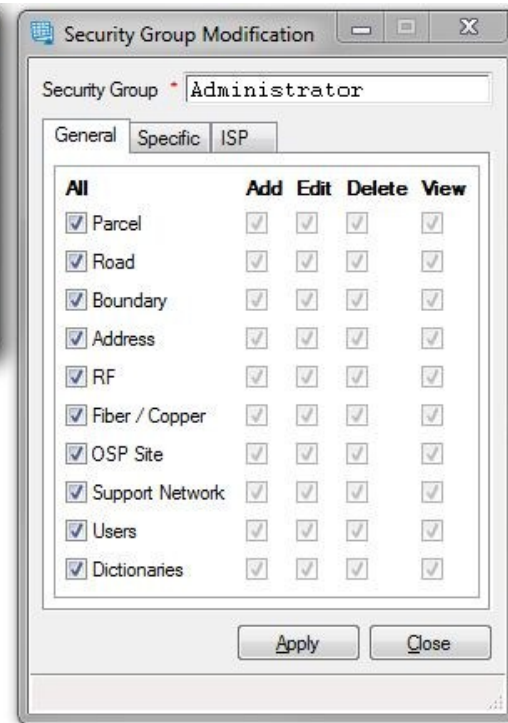
SECURITY GROUPS

Security groups allow administrators to control access to the database for a large number of users en masse. This also allows for specific areas to be viewed or be edited by these groups. The different areas that administrators can control user access are:

- Parcel
- Road
- Boundary
- Address
- RF
- Fiber/Copper
- OSP Site
- Support Network
- Users
- Dictionaries

Groups can also be modified for:

- Job Management
- CAD
- ISP areas



NOTES

Notes:

LEARNING MOMENTS

What are your top three learning moments from this discussion? Why?

Why?

Why?

Why?

Which topics in this training do you think will be the most challenging to apply?

What will you do differently as a result of this training?
