

CARS To ScanNet Interface Application System (CARS) User's Guide



Created by:



Automation & Management Consulting, LLC

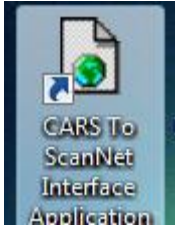
CARS 08-19-2011

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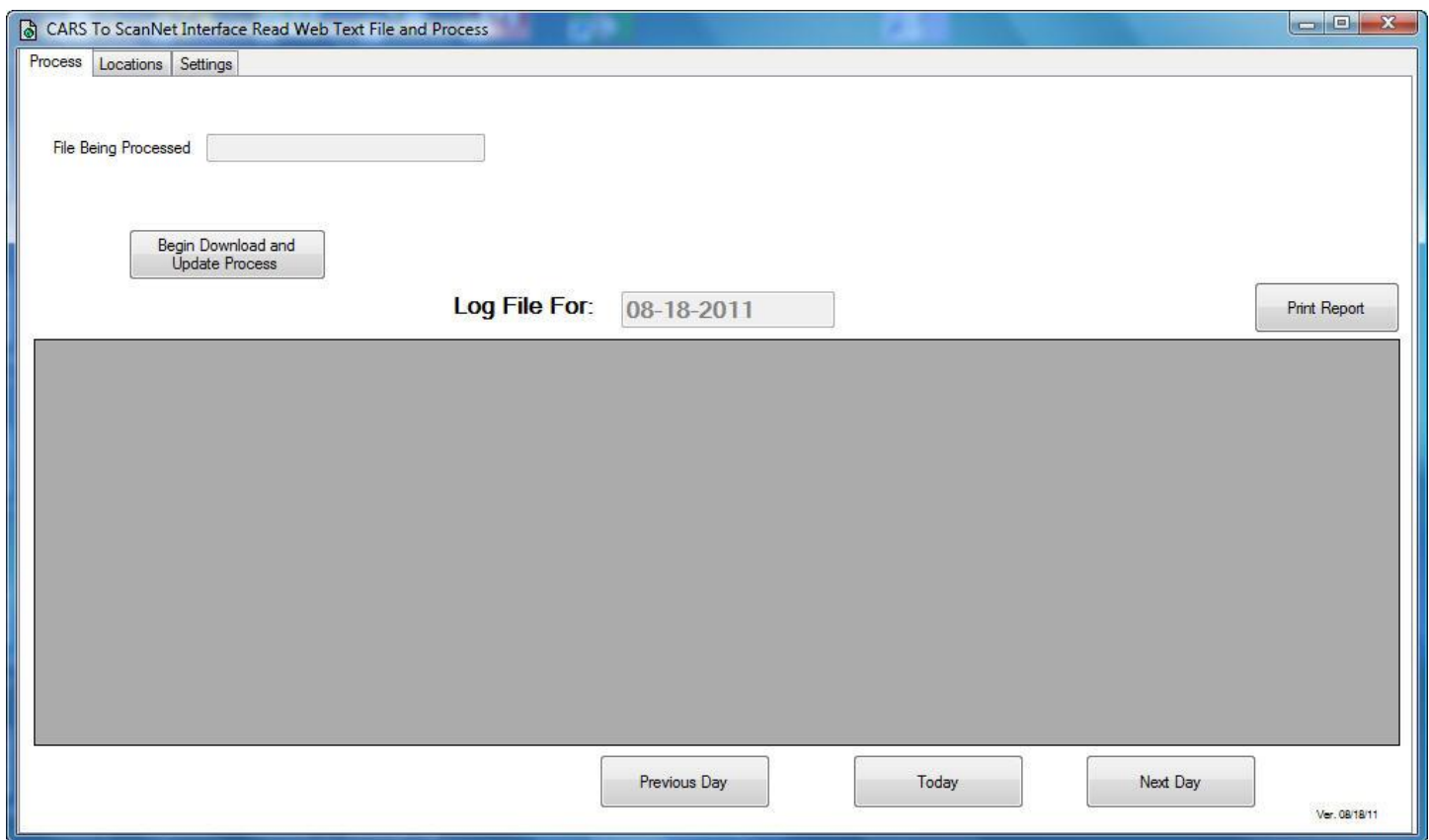
CARS To ScanNet Interface Application System Desktop Icon

To use the CARS To ScanNet Interface Software, first you must open the application by finding the desktop shortcut icon



and double clicking on it.

When opening the program the main form looks like the following:



In order to process records the operator must first define locations, default Scan Net package codes and the corresponding facility code used to calculate the ScanNet credential id. To access the locations maintenance screen click on the locations tab of the form. The operator must also enter settings options on the settings tab of this form. We will discuss each of these in the next parts of this manual.

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The Settings tab on the main form is used to save the registration code and expiration date for the application. It is also used to identify the Web HTTP location for the text files to be processed. The Settings tab on the main form is used to save the email information for the CARS to ScanNet interface application. An example screen is provided below that displays the information that the customer enters to allow the system to generate email notices when processing has completed:

The screenshot shows a web application window titled "CARS To ScanNet Interface Read Web Text File and Process". The "Settings" tab is selected. The form contains the following fields and controls:

- Enter the Web HTTP location for the text files to be processed:**
- Email Host:**
- Serial Number:** **Company:**
- Email Port:**
- Registration Code:**
- Email From:**
- Expiration Date:**
- Email User:**
- Renewal Description:**
- Email Password:**
- Save Settings:**
- Enter all parties to be emailed separated by semicolons in this text box:**
- SEND TEST EMAIL:**

Once the operator has provided FAPD with a serial number for the computer the application is installed on an appropriate registration code and expiration date will be given. This must be entered and saved on this settings tab in order for the application to run. The user should also enter the company name so the company name will print on the header line of each report. The email host can either be the IP address as shown above or the actual http: address such as mail.mt.net. The email port is the port used to send out email activity. The email from is the mail address the email is being sent from and the email user and password is the login information to the mail server or mail provider. The application allows multiple addresses to be notified of the process completion and provided with a corresponding log file of the exceptions and process results. The email addresses to be notified must be separated by semi colons. If the email address field is left blank the system will not send email notifications. A test button has been provided to allow the end user to test the sending of the email process without actually running the application process. This was done so the operator can make sure that emails are being sent correctly.

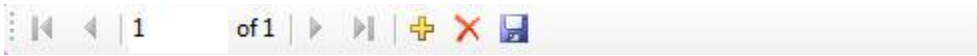
Prerequisites

The system requires that ScanNet from Federal APD has been purchased and is installed.

All locations that are to be selected need to be added in the Locations tab and assigned the appropriate facilities and default package codes.

Location Maintenance

The operator needs to add locations in the location maintenance screen shown below. The location code should match the seven digit location number in CARS. The user then needs to specify the location description, corresponding ScanNet facility code, and default package code for each location. The grid will display all existing location code records on file. The user can delete a location code by selecting the record they wish to delete and clicking the red X button on the navigation toolbar which resides on the bottom of the form. To add a record click the + button in the navigation toolbar and proceed to enter the appropriate information.



When the user has completed entering the information, they can save it by clicking the save button in the toolbar which is the floppy disk symbol.

When you are done with the Location Code Maintenance form, return to the main process page or click the close button at the top of the form.

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CARS To ScanNet Interface Read Web Text File and Process

Process Locations Settings

Location Code: 4810009 Location Description: CPS

Facility Code: 0 Default Package Code: SON/SPH SIC

Date/Time Last Changed: 08/12/2011 12:00:00 PM

Location Codes Currently on File

Location Code	Location Description	Facility Code	Default Package Code	Date/Time Last Changed
4810009	CPS	0	SON/SPH SIC	08/12/2011 12:00 PM
4810010	B SIDE	0	SON/SPH DOCK-UCT	04/12/2011 12:00 PM

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Process

This application allows you to run the application by clicking on the process button on the main form or scheduling the process to occur by utilizing a command line parameter. For example, to schedule the process simply add a parameter such as auto after the executable name. An example would be as follows: "ReadWebTextFile.exe auto"

Below is a detailed description of the entire process:

- 1) Selects all records contained in the ScanNet table_srp_locations table.
- 2) The process will then walk the ScanNet table_srp_locations table by location code.
- 3) Based upon the location code in the ScanNet table_srp_location table it opens the appropriate CARS interface comma separated value file in the HTTP location specified from the settings maintenance.
- 4) The process then determines if this file is present and if the file has not previously been processed based upon the date contained in the header record of the file. If it is not present or has already been processed it skips processing the CARS text file and finds the next location code in the ScanNet table_srp_locations table.
- 5) If the file is present and is a file that has not been processed it walks through each record in this file beginning with the first card holder record.
- 6) The process looks up the card holder record in ScanNet based upon the card number and facility code contained in the CARS text file or the default facility code in the location table if not present in the interface file. If the record is found in the ScanNet credential table, the process will either activate the card or deactivate the card based on the value contained in the record process indicator field. It will also update the ScanNet package code in the credential table based upon the package code name contained in the Cardholder Access Group 1 field of the

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CARS text file. The process will try to match this field to the package code name field in the ScanNet table_acs_package table. If it is not found in the ScanNet table or if nothing is in this field, it will update the package code with the default package code assigned from the location code table. It will also update name information in the ScanNet patron table if the patron record is found. If the patron record is not found it will create a new patron record. If the record is not present in ScanNet the process will create a new credential and patron record.

- 7) The process will then proceed to read each record in the CARS text file until all records have been processed. All errors will be written to a log file as well as a record at the end of each location processed indicating the overall record count, the error count, and the count of the records added. After each location is processed the table_srp_locations table will be updated with the date/time contained in the header record of the CARS text file.

The screenshot shows a web application window titled "CARS To ScanNet Interface Read Web Text File and Process". It has three tabs: "Process", "Locations", and "Settings", with "Process" currently selected. The interface includes a text input field labeled "File Being Processed". Below this is a button labeled "Begin Download and Update Process". To the right, there is a label "Log File For:" followed by a text input field containing "08-18-2011" and a "Print Report" button. A large, empty gray rectangular area occupies the center of the window. At the bottom, there are three buttons: "Previous Day", "Today", and "Next Day". The version number "Ver. 08/18/11" is displayed in the bottom right corner.

From this page the user can also select log file entries for a particular day. There are buttons on the bottom of the form that allow the user to see the previous day, today, or next day's log entries.

The process will look for files with a .txt extension located in the Web page folder defined on the settings tab. It will copy this file to the application folder for processing. It will compare all card numbers contained in the CARS text file with Credential ID's on file for ScanNet. If the record is not found in ScanNet, it will add the record to the credential table and the patron table with the corresponding names provided. It will set the credential up as an issued card and will either set the package to the value of the access group contained in the CARS text file or to the default package code assigned to location from the location code maintenance. It will process all text files that are present in the Web page folder where the location has been defined in the location code maintenance.

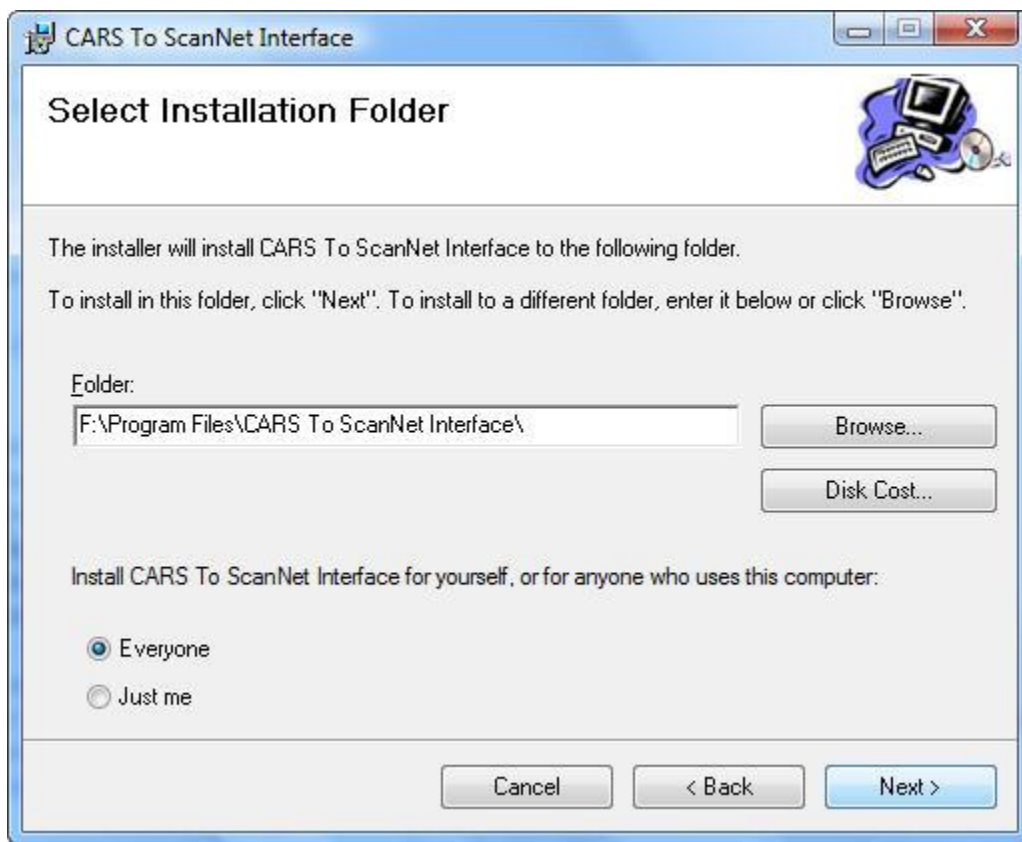
Install Application

To install the application simply click on the setup.exe file on the installation disk. The application setup will display the following form:



Click Next to continue to install the application. The following screen will appear:

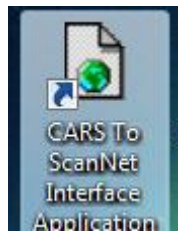
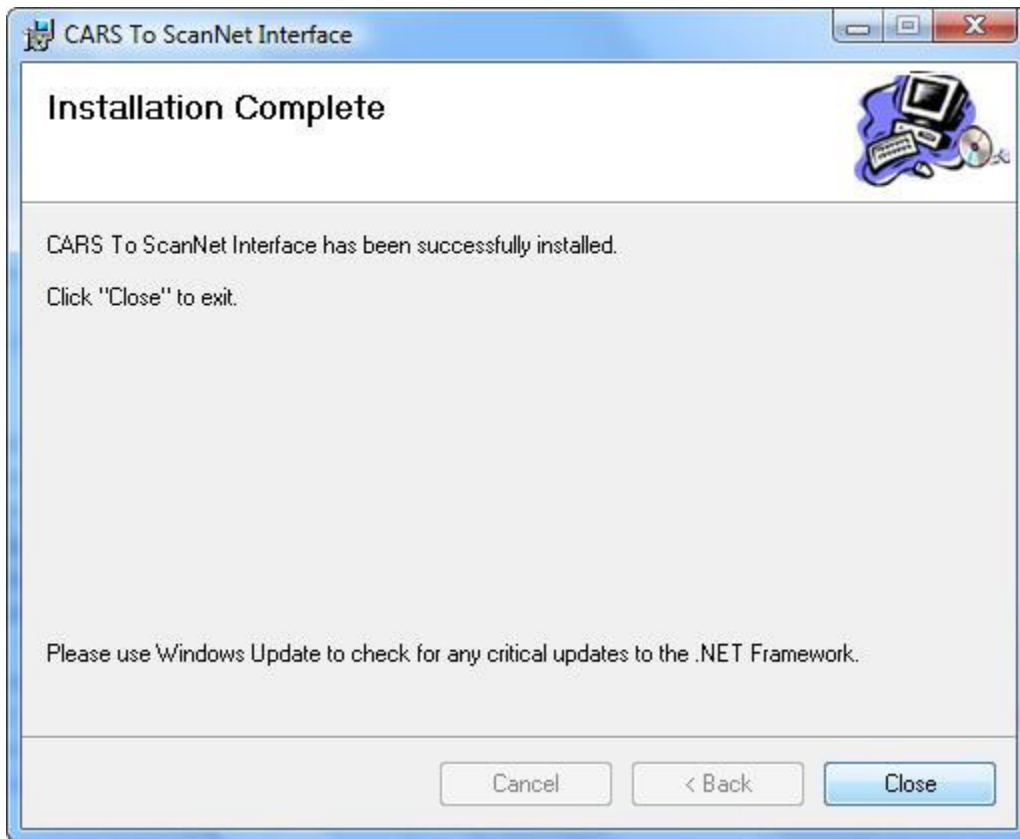
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The user can select the folder where the application is to reside. The user can also specify if the application is available to everyone who uses this computer or just the individual assigned.

The application will then indicate either the application was successfully installed or an error was encountered during installation. Contact FAPD at 1-800-521-9330 if an installation error was encountered. The following screen will appear if the application was successfully installed.

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The user should now see the desktop icon on their desktop and a link to the application in the user's program menu. The application is now ready to be used.

External Files

The export file will contain the following fields (example provided in Figure 5-1).

- **Header record:** The first line is the header line. Each field is comma delimited.
 - “-1” will always be present and will never change. This number is for internal purposes.
 - Total records: This field shows the number of records (lines) listed in the file
 - Date and time: The date and the time the file was created.
- **Detail records:** Every record will contain the data below in the specific order with commas present delineating every field whether data is present in the field or not.
 - Site ID:
 - Alpha-numeric
 - Unique
 - Not to exceed 7 digits
 - Card Number:
 - Cardholder’s unique card number
 - Alpha-numeric
 - Not to exceed 15 digits
 - Last Name:
 - Alpha only
 - Last name of the card holder
 - First Name:
 - Alpha only
 - First name of the card holder
 - Record process indicator:
 - Numeric
 - Values 0 or 1
 - 1=Deactivate,
 - 0=Update
 - Cardholder Access Group 1
 - Identifies the Access Group the card should be assigned to in ScanNet
 - Must match the description in ScanNet
 - Alpha-numeric
 - Cardholder Access Group 2
 - Identifies the Access Group the card should be assigned to in ScanNet
 - Must match the description in ScanNet
 - Alpha-numeric
 - Cardholder Access Group 3
 - Identifies the Access Group the card should be assigned to in ScanNet
 - Must match the description in ScanNet
 - Alpha-numeric
 - Cardholder Access Group 4
 - Identifies the Access Group the card should be assigned to in ScanNet
 - Must match the description in ScanNet
 - Alpha-numeric

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- Cardholder Access Group 5
 - Identifies the Access Group the card should be assigned to in ScanNet
 - Must match the description in ScanNet
 - Alpha-numeric
- Cardholder Access Group 6
 - Identifies the Access Group the card should be assigned to in ScanNet
 - Must match the description in ScanNet
 - Alpha-numeric
- Facility Code
 - Identifies the Facility Code the card should be assigned to in ScanNet
 - Must match a Facility Code in ScanNet
 - Alpha-numeric

Figure 5-1: Sample CARS export file

```
-1,1211,"08/12/2011 12:00"  
  
4810009,00131,"Sanders","Isaac",0,"","Sanders Group","","","",""  
  
4810009,00926,"Kouns","Carol",0,"","Kouns Group","","","",""  
  
4810009,06231,"LOCKE","ROSS",0,"A SIDE 24HR","","","","","0"  
  
4810009,06334,"CUNNINGHAM","CHRISTINE",0,"A SIDE 24HR","","","","","0"  
  
4810009,06769,"RUSSELL","ANNE",0,"A SIDE 24HR","","","","","0"  
  
4810009,0769,"LEVY","MATT",0,"A SIDE 24HR","","","","","0"  
  
4810009,0947,"BUSH","KIMBERLY",0,"A SIDE 24HR","","","","","0"
```

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File contents: Header record

Field	Lg	Type	Fld	Description	Remarks
1	2	Char	M	Record type	Always -1
2	16	Num	M	Number of Data records	Refers to Data records that immediately follow this Header record in the file
3	16	Char	M	Creation date/time	Format is MM/DD/YYYY HH:MM Date time CARS produces the file

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File contents: Data record

Field.	Lg	Type	Fld	Description	Remarks
1	7	Char	M	Site ID	Site ID
2	15	Char	M	Cardholder's Unique Card Number	Credential ID
3	20	Char	O	Last Name	Patron Last Name
4	15	Char	O	First Name	Patron First Name
5	1	Num	M	Record Process Indicator	Values 0 or 1, 0=Update, 1=Deactivate
6	30	Char	O	Cardholder Access Group 1 used for Package Code Name	Identifies the Package Code name the card should be assigned to in ScanNet. Use default package code for location if not provided
7	30	Char	O	Cardholder Access Group 2	Identifies the Access Group the card should be assigned to in ScanNet.
8	30	Char	O	Cardholder Access Group 3	Identifies the Access Group the card should be assigned to in ScanNet.
9	30	Char	O	Cardholder Access Group 4	Identifies the Access Group the card should be assigned to in ScanNet.
10	30	Char	O	Cardholder Access Group 5	Identifies the Access Group the card should be assigned to in ScanNet.
11	30	Char	O	Cardholder Access Group 6	Identifies the Access Group the card should be assigned to in ScanNet.
12	10	Char	O	Facility Code	Identifies the Facility code the card should be assigned to in ScanNet. Use default facility code for location if not provided

Fields and Justification

M = Mandatory

O = Optional

C = Conditional

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Char: Character enclosed in double quotes separated by comma

Num: Number separated by comma

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