





Pegasus Software Ltd Accreditation Training Courseware

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# Accreditation Training Courseware

# Contents

In	trodu	ction	۰VI
	Abou	t XRL	.VI
	Abou	t this Guide	.VI
	Introc	lucing the Application	.VI
	Feed	back	.VI
	Key		VII
		ng Literature Releases	
		tion Menu Structure	
T	he Mo	dule	9
1	Set	Up	-11
	1.1	Setting up Profiles	
	1.1.1		
	1.1.2		
	1.1.3	Other tab	. 24
	1.1.4		
	1.2	Setting up Users	
	1.2.1		
	1.2.2		
	1.3	User Allocation	
	1.4	User Wizard	
	1.5	Serialisation	
_	1.6	Further Setup options	
2		. Maintenance	
	2.1	Changing Connection Settings	
	2.2	Logging On to Maintenance	
	2.3	Add -In	
~	2.4	User Specific Information- About Tab	
3	-	era 3 / Opera II & Microsoft Excel	
	3.1	Loading Pegasus XRL Add-In	
	3.2	Office XP Security Issue	
	3.3	Office 2007	
		x Onwards With Office 2007 or higher	
		Logging on to Pegasus XRL	
	3.4.1 3.4.2	Standard Log in.	
	3.4.2 <b>3.5</b>	The Options menu Implications of Logging On to XRL	
	3.5.1		
	3.5.1		
4		rview of XRL	
-	4.1	Overview of Pegasus XRL Functions	
	4.2	Recalculate	
	4.3	Help	
	4.4	Information	
	4.5	Show Toolbar	
	4.6	Options	
	4.6.1	-	
	4.6.2		
	4.6.3		
	4.7	Fields	
	4.7.1	Field Descriptions	. 54

	4.7.2		
	4.7.3		
5	Firs	t Time Usage	66
	5.1	First Time Usage	66
	5.2	Selection Section	67
	5.2.1	Standard Buttons	
	5.2.2		
	5.2.3	•	
	5.2.4	5 1	
	5.2.5		
6	XRL	. Reporting Extraction Functionality	70
		Query Wizard	
		Reference Link	
	6.2.1	Creating a Reference Link	
	6.2.2	5	
	6.2.3		
	6.2.4	•	
	6.2.5		
		Summary Link	
	6.3.1	Creating a Summary Link	
	6.3.2	5 · · · ·	
		Summary Report	
	6.4.1	Definition	
	6.4.2		-
	6.4.3		
	6.4.4	0	
	6.4.5		
	6.4.6	•	
	6.4.7	External Definition	88
	6.4.8	Internal Definition	90
	6.5	Detailed Report	93
	6.5.1	Definition	93
	6.5.2	Output Section	94
	6.5.3	Report Style	94
	6.5.4		
	6.6	Product View	95
	6.6.1	Right Click- Output Section	96
	6.7	User Defined Output	98
	6.7.1	Limits	98
	6.7.2	Creating a UDO	99
	6.8	Data Send Progress Bar	100
	6.9	Sorting	101
7	XRL	. Functions	102
	7.1	Analyze	102
	7.1.1	Recalculation Time	
	7.1.2		
	7.1.2		
		Zero Suppress	
		Query Templates	
	7.3.1	Create a New Template	
	7.3.1	•	
	7.3.2	•	
	7.3.4	•	
	-	Wildcards (& Filters)	
	7.4.1	Anything starting with	
	7.4.1		
	7.4.2	F-3	
	7.4.4	•	
			···· · · •

	7.4.5	ls Like	1	12
	7.4.6			
	7.5	Filters		
	7.5.1			
	7.5.2			
	7.5.3			
	7.5.4	····· · · · · · · · · · · · · · · · ·		
	7.6	Format Tables	1	17
	7.6.1	Format Table	1	18
	7.6.2	Cell Format	1	20
	7.7	Function Launcher	1	21
	7.7.1			
	7.8	Data Selector		
	-			
	7.8.1			
	7.8.2			
	7.8.3			
	7.8.4			
	7.8.5			
	7.8.6			
	7.8.7			
	7.9	Offline Formula	1	33
	7.10	Formula Fill	1	33
	7.11	Output to PDF	1	33
	7.11	•		
	7.11			
	7.12	Macro Builder		
	7.12			
	7.12			
	7.12			
	7.12			
_	7.12			
8	XRL	Analysis Functionaility – Drill Down		
	8.1	Drilldown	1	41
	8.2	Drilling Down	1	42
	8.3	The Drill Screen		
	831	Drill Tree		
	<b>8.4</b>	Formatting Icons		
	8.5	Menu Options		
	8.6	Creating Drills		
	8.6.1	Drill Down	1	58
	8.6.2			
	8.6.3	Expand	1	63
	8.6.4			
	8.6.5	Cube	1	70
9	XRL	Analysis Functionaility – Cube Analysis	1	72
	9.1	Cube Analysis	1	72
	9.2	Definition		
	•			
	9.3	Creating a Cube		
	9.3.1	8 8 1 9		
	9.3.2	5		
	9.3.3	5		
	9.3.4			
	11.3			
10		Data Send	18	87
	10.1	Data Send	1	87
	10.2	Budgets		
	10.2	-		
	10.2			
	10.2		1	00

	10.2.3	Definition	
	10.2.4	Error Cell	
	10.2.5	Matrix	
	10.2.6	Skip Blanks	
	10.2.7	Field Settings	
	10.2.8	Options	
	10.2.9 10.2.10	Successful Transfer Unsuccessful Transfer	
		ock	
	10.3.1 10.3.2	Spreadsheet Structure	
	10.3.2	Sending the data	
		ice Book	
	10.4.1	Definition	
	10.4.1	Selecting the fields	
11		port Designer	
		port Designer	
		ing the Designer	
	11.2.1	Output	
	11.2.2	Section Details	
	11.2.3 11.2.4	Buttons	
		The Layout port Designing	
	11.3 Ke		
	11.3.1	Selecting the Designer Adding Fields to the Report	
	11.3.2	Display Format	
	11.3.4	Filtered Columns	
		ofiles	
	11.4.1	Wizard	
Δ.		wizaid	
	JNGIIMIA		
	•		
	Appendiz	x A – Integration with other Products	219
	Appendiz Operatio	x A – Integration with other Products ns II	<b> 219</b> 219
	Appendiz Operatio Appendiz	x A – Integration with other Products ns II x B - Opera 3 / Opera II Enhancements	<b>219</b> 219 <b>221</b>
	Appendiz Operatio Appendiz Appendiz	x A – Integration with other Products ns II x B - Opera 3 / Opera II Enhancements x C - Sage Line 50	
	Appendiz Operatio Appendiz Appendiz Appendiz	x A – Integration with other Products ns II x B - Opera 3 / Opera II Enhancements x C - Sage Line 50 x D Troubleshooting	
	Appendiz Operatio Appendiz Appendiz Appendiz COM ad	x A – Integration with other Products ns II x B - Opera 3 / Opera II Enhancements x C - Sage Line 50 x D Troubleshooting d-in not present in Excel.	
	Appendiz Operatio Appendiz Appendiz Appendiz COM ad Limitatio	<ul> <li>A – Integration with other Products</li></ul>	
	Appendiz Operatio Appendiz Appendiz Appendiz COM ad Limitatio Exclusive	<ul> <li>A – Integration with other Products</li></ul>	
	Appendiz Operatio Appendiz Appendiz Appendiz COM ad Limitatio Exclusive Error -21	<ul> <li>A – Integration with other Products</li></ul>	
	Appendiz Operatio Appendiz Appendiz Appendiz COM ad Limitatio Exclusive Error -21 Office XI	x A – Integration with other Products ns II x B - Opera 3 / Opera II Enhancements x C - Sage Line 50 x D Troubleshooting d-in not present in Excel ns. e Error in Opera 3 / Opera II Enterprise 47217865.	
	Appendiz Operatio Appendiz Appendiz Appendiz COM ad Limitatio Exclusive Error -21 Office XR How to A	<ul> <li>A – Integration with other Products</li> <li>ns II</li> <li>x B - Opera 3 / Opera II Enhancements</li> <li>x C - Sage Line 50</li> <li>x D Troubleshooting</li> <li>d-in not present in Excel</li> <li>ns.</li> <li>e Error in Opera 3 / Opera II Enterprise</li> <li>47217865</li> <li>amend the SYSTEM password in XRL</li> </ul>	
	Appendi Operatio Appendi Appendi Appendi COM ad Limitatio Exclusive Error -21 Office XF How to A Uninstall	x A – Integration with other Products ns II x B - Opera 3 / Opera II Enhancements x C - Sage Line 50 x D Troubleshooting d-in not present in Excel ns. e Error in Opera 3 / Opera II Enterprise 47217865.	
	Appendi Operatio Appendi Appendi Appendi COM ad Limitatio Exclusive Error -21 Office XI How to A Uninstall XRL Inst	x A – Integration with other Products ns II x B - Opera 3 / Opera II Enhancements	<b>219</b> 219 221 222 223 223 225 225 225 225 226 226 226 228
	Appendi Operatio Appendi Appendi Appendi COM ad Limitatio Exclusive Error -21 Office XI How to A Uninstall XRL Inst Linking S	x A – Integration with other Products         ns II         x B - Opera 3 / Opera II Enhancements         x C - Sage Line 50         x D Troubleshooting         d-in not present in Excel         ns.         e Error in Opera 3 / Opera II Enterprise         47217865         o         wmend the SYSTEM password in XRL         ing XRL – version 1.10 / 1.20 / 1.30 / 1.4x.xx – In-depth         allation Issue 1.4x.xx - Error -2147217900	<b>219</b> 219 221 222 223 223 225 225 225 225 226 226 226 228 228 228
	Appendi Operatio Appendi Appendi Appendi COM ad Limitatio Exclusive Error -21 Office XI How to A Uninstall XRL Inst Linking S Error 172	x A – Integration with other Products         ns II         x B - Opera 3 / Opera II Enhancements         x C - Sage Line 50         x D Troubleshooting         d-in not present in Excel         ns.         e Error in Opera 3 / Opera II Enterprise         47217865         o         mend the SYSTEM password in XRL         ing XRL – version 1.10 / 1.20 / 1.30 / 1.4x.xx – In-depth         allation Issue 1.4x.xx - Error -2147217900         Sage to XRL (Brief Notes)	219         219         221         222         223         225         225         226         226         226         226         226         228         228         228         232
	Appendi Operatio Appendi Appendi Appendi COM ad Limitatio Exclusive Error -21 Office XF How to A Uninstall XRL Inst Linking S Error 172 Cannot o Error 205	<b>x</b> A – Integration with other Products Ins II <b>x</b> B - Opera 3 / Opera II Enhancements <b>x</b> C - Sage Line 50 <b>x</b> D Troubleshooting d-in not present in Excel be Error in Opera 3 / Opera II Enterprise	219         219         221         222         223         225         225         225         225         226         226         226         228         228         232         232         232         232         235
	Appendia Operatio Appendia Appendia Appendia COM ad Limitatio Exclusive Error -21 Office XR How to A Uninstall XRL Inst Linking S Error 172 Cannot o Error 208 Use Inst	<b>x</b> A – Integration with other Products Ins II <b>x</b> B - Opera 3 / Opera II Enhancements <b>x</b> C - Sage Line 50 <b>x</b> D Troubleshooting d-in not present in Excel e Error in Opera 3 / Opera II Enterprise	219         219         221         222         223         225         225         225         226         226         226         228         228         223         232         235         236
	Appendia Operatio Appendia Appendia Appendia COM ad Limitatio Exclusive Error -21 Office XR How to A Uninstall XRL Inst Linking S Error 172 Cannot of Error 208 Use Insta	A – Integration with other Products Ins II A B - Opera 3 / Opera II Enhancements A C - Sage Line 50 A D Troubleshooting d-in not present in Excel	<b>219</b> 219 221 222 223 225 225 225 225 226 226 226 226 228 228 232 235 235 236 237
	Appendia Operatio Appendia Appendia Appendia COM add Limitatio Exclusive Error -21 Office XI How to A Uninstall XRL Inst Linking S Error 172 Cannot of Error 209 Use Insta been don Resolvin	x A – Integration with other Products         ns II         x B - Opera 3 / Opera II Enhancements         x C - Sage Line 50         x D Troubleshooting         d-in not present in Excel         ns.         e Error in Opera 3 / Opera II Enterprise         47217865         o         mend the SYSTEM password in XRL         ing XRL – version 1.10 / 1.20 / 1.30 / 1.4x.xx – In-depth         allation Issue 1.4x.xx - Error -2147217900         Sage to XRL (Brief Notes)         20 – There is a problem with the windows installer package         open Clipboard (Error 521) :         5 (Out of range)         all button on XRL Maintenance for CIS or SageL50 – even though this has         ne         g Common Installation Issues in XRL	<b>219</b> 219 221 222 223 225 225 225 225 226 226 226 226 228 228 232 235 235 236 237
	Appendi Operatio Appendi Appendi Appendi COM ad Limitatio Exclusive Error -21 Office XI How to A Uninstall XRL Inst Linking S Error 172 Cannot o Error 209 Use Inst been don Resolvin Commor XRL)	<b>A</b> – Integration with other Products Ins II	219         219         221         222         223         225         225         226         226         228         228         223         226         226         226         226         226         226         226         228         232         235         236         237         238
	Appendi Operatio Appendi Appendi Appendi COM ad Limitatio Exclusive Error -21 Office XF How to A Uninstall XRL Inst Linking S Error 172 Cannot o Error 208 Use Inst been dor Resolvin Commor XRL) Re-regis	A – Integration with other Products	219         219         221         222         223         225         225         225         226         226         228         223         223         225         225         225         226         228         232         235         236         237         238         238         238         238         238         238
	Appendi Operatio Appendi Appendi Appendi COM ad Limitatio Exclusive Error -21 Office XI How to A Uninstall XRL Inst Linking S Error 172 Cannot o Error 209 Use Inst been don Resolvin Commor XRL) Re-regis LOGIN	A – Integration with other Products	219         219         221         222         223         225         225         225         225         226         226         228         232         232         226         226         226         228         232         235         236         237         238         242
	Appendi Operatio Appendi Appendi Appendi COM ad Limitatio Exclusive Error -21 Office XI How to A Uninstall XRL Inst Linking S Error 172 Cannot o Error 208 Use Inst been don Resolvin Commor XRL) Re-regis LOGIN XRL Ado	x A – Integration with other Products         ns II         x B - Opera 3 / Opera II Enhancements.         x C - Sage Line 50         x D Troubleshooting         d-in not present in Excel         ns.         e Error in Opera 3 / Opera II Enterprise         47217865         o         amend the SYSTEM password in XRL         ing XRL – version 1.10 / 1.20 / 1.30 / 1.4x.xx – In-depth         allation Issue 1.4x.xx - Error -2147217900         Sage to XRL (Brief Notes)         20 – There is a problem with the windows installer package         open Clipboard (Error 521) :         5 (Out of range)         all button on XRL Maintenance for CIS or SageL50 – even though this has         ne         g Common Installation Issues in XRL         n Post-Installation checks and fixes (especially Cannot see companies in         tering GOAPP*.* files causes error and OPERA 3 / OPERA II now fails at	219         219         221         222         223         225         225         225         225         226         226         226         226         226         226         226         226         226         226         228         232         235         236         237         238         238         238         238         238         238         238         238         238         238         238         238         238         238         238         242         243
	Appendi Operatio Appendi Appendi Appendi COM ad Limitatio Exclusive Error -21 Office XI How to A Uninstall XRL Inst Linking S Error 172 Cannot o Error 209 Use Inst been dor Resolvin Commor XRL) Re-regis LOGIN XRL Ado Kaspers	<b>x</b> A – Integration with other Products <b>x</b> B - Opera 3 / Opera II Enhancements <b>x</b> C - Sage Line 50 <b>x</b> D Troubleshooting d-in not present in Excel	219         219         221         222         223         225         225         225         225         225         226         226         228         223         226         226         226         226         226         228         232         236         237         238         238         242         243         243
	Appendi Operatio Appendi Appendi Appendi COM ad Limitatio Exclusive Error -21 Office XI How to A Uninstall XRL Inst Linking S Error 172 Cannot o Error 209 Use Inst been dor Resolvin Commor XRL) Re-regis LOGIN XRL Ado Kaspersi Error Loa	<b>x</b> A – Integration with other Products ns II <b>x</b> B - Opera 3 / Opera II Enhancements <b>x</b> C - Sage Line 50 <b>x</b> D Troubleshooting d-in not present in Excel a Error in Opera 3 / Opera II Enterprise	219         219         221         222         223         225         225         225         225         225         226         226         228         228         236         237         238         238         242         243         243         243         244
	Appendi Operatio Appendi Appendi Appendi COM ad Limitatio Exclusive Error -21 Office XF How to A Uninstall XRL Inst Linking S Error 172 Cannot o Error 209 Use Inst been dor Resolvin Commor XRL) Re-regis LOGIN XRL Ado Kaspersi Error Loa Missing J	<b>x</b> A – Integration with other Products <b>x</b> B - Opera 3 / Opera II Enhancements <b>x</b> C - Sage Line 50 <b>x</b> D Troubleshooting d-in not present in Excel	219         219         221         222         223         225         225         225         226         226         226         228         232         235         236         237         238         238         238         238         242         243         244         244

Terminology changes	247
XRL Versions – Part 2 – Windows and Office Versions	
How to install XRL onto Server 2012.	
Windows 2000	
Appendix E - What is installed	
Directories	
Appendix F – Implementation Notes	
Prerequisites	
<ul> <li>Delegates</li> </ul>	
– Software	
Installation differences for Pegasus XRL V1.2+	
Installation differences for Pegasus XRL V1.44+	
Installation Notes	
MDAC	
The LsAgEg10.mdb file	
Downloading and Installing MSJet	
Goapp Technology	
Opera Implications	
Uninstall Notes	
Installed Components	
Pre Installation	
Windows Vista - Important Additional Step	
Installation	
Manual Setup	
Adding a Second System	
Completion	
Final Installation Details	
Other Guides and Help	
Readme File	
Release Guide	293
Installation Guide	
Demonstration Spreadsheets	
Implementation Guide	
System Requirements Guide	
Help	
Document Management & Executive Dashboards Guides	

# Accreditation Training Courseware

Introduction

## About XRL

The intuitive Pegasus XRL allows Microsoft Excel access to live data at the click of a mouse, so you don't have to copy and paste, re-key or work out formulas. For years, accounting system users have had to struggle with complicated and inflexible reporting tools that are supposed to make things easier. In fact, they make extracting data into Excel a real trial.

XRL brings such struggles to an end. XRL is our eXcel Reporting Layer and Business Intelligent system which seamlessly integrates your financial information into Microsoft Excel in a couple of simple steps.

For more information about XRL, select the Solutions link on the Pegasus web site.

## About this Guide

This Accreditation Training Courseware offers an accompanying guide to the accreditation training course.

# Introducing the Application

Pegasus XRL is an intuitive addition to the capabilities of Microsoft Excel and provides fast and adaptive ways to exchange data with the Opera 3 / Opera II Enterprise Database.

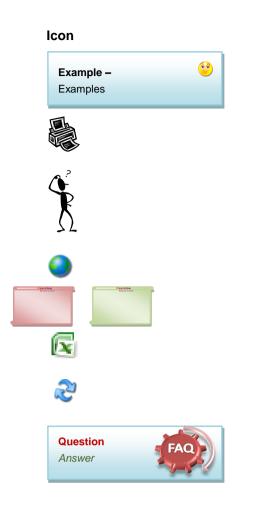
The extensive functionality of Excel is enhanced through Pegasus XRL, enabling powerful reporting and presentation.

# Feedback

Pegasus is interested to hear your views on the documents we provide. To give your feedback, send an email to <u>training@pegasus.co.uk</u>. Please type "Training\_Accreditation\_REP10XRLR2.7.docx Accreditation Training Courseware" in the subject box.

Please note that product support is not offered through the above email address.

Key



### Meaning

Useful Hint, Tip or Note. General Comments / Notes

Useful Report obtained from clicking on the print icon while sitting on the form

During the literature, some basic Question and Answer / Troubleshooting points are discussed. May include a few did you knows...

Website link

Exercises / Example solution

Report to XLS

Potential Report Enhanced from Opera II (more than simple field adjustments)

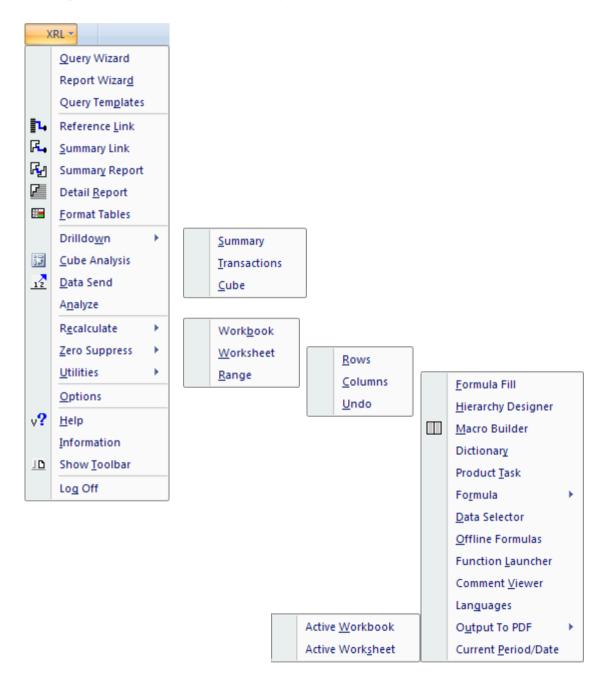
FAQs - Only

# **Training Literature Releases**

Release	Added Information
R1.0	Originating document (Uplift to OII/O3 Format)
R2.0	Uplift with more Appendix information
R2.1	Uplift for v1.44 (OPA Tables + Options)
R2.2	Uplifted for v1.45 (Office 2010)
R2.3	Uplifted (tables) for v1.46 (Phase 2 – CRM Tables and Fields)
R2.4	Uplifted (tables) for v1.47 (Landed Costs)
R2.5	Uplifted for new tables v1.50.00, v1.51.00 & v1.60.00 of XRL & previous versions. Few minor additions for the v1.60.00 release following Office 32bit 2013 support. Sage Serduct removed – but not all screenshots updated for this revision.
R2.6	Overhaul of the manual – removing installation information and streamlining the information and functionality provided. Chapter headings also reformatted.
R2.7	Minor update for 1.61

# Accreditation Training Courseware Application Menu Structure

The following sections will cover the functionality of the options in this module as outlined in the image below which shows each menu option contained for this application.



Accreditation Training Courseware The Module

### Overview

Pegasus XRL is an intuitive addition to the capabilities of Microsoft Excel and provides fast and adaptive ways to exchange data with the Opera 3 / Opera II Enterprise Database.

The extensive functionality of Excel is enhanced through Pegasus XRL, enabling powerful reporting and presentation.

With its flexibility and ease-of-use, Pegasus XRL allows non-technical and nonaccounting staff to effectively analyse data, providing enhanced analytical power and assisting the decision-making process.

Pegasus XRL is an Excel Add-in displayed as an item on the menu bar or as a toolbar. Purpose-built functions, represented on the Pegasus XRL menu allow dynamic and flexible access to data from the Opera 3 / Opera II Enterprise data source to populate the Excel worksheets. Both transaction and reference information can be combined to generate formatted output, which is suitable for use as forms or for inquiry.

### **Benefits**

- Pegasus XRL enables information to be extracted to Excel, and then combined with key data from other corporate or external sources held in Excel. Information held in multiple tables can be contained in the same report. This use of Excel allows for more comprehensive and wider ranging analysis and reporting.
- Macro Builder enables users to combine Pegasus XRL functions to automate complimentary tasks without user intervention. With the click of a button, different types of data can be extracted, processed in Excel and either returned to the application or displayed for viewing and for printing.
- Reference Link provides a dynamic link to Opera 3 / Opera II Enterprise data source reference files.
- Summary Link enables sales, purchasing and inventory quantities and values to be dynamically linked to worksheet cells.
- Data Send enables the user to Send budgets, price books and stock transactions back to the data source.
- Perform statistical reporting using Extract Modes.
- The powerful Report Designer provides for flexible reporting. Report Designer includes the use of headers, details, subtotals and footer sections to provide for professional reports. Pegasus XRL also enables the diverse range of report styles, formats and printing options available in Excel to be applied to business data. The data can then be prepared and printed using Excel.
- Use search expressions, called Wildcards, in definition forms and dialog boxes. These Wildcard searches provide for pattern matching when aggregating information.
- Pegasus XRL incorporates multi-lingual and multi-currency functionality.

#### History

Notes

In 1991 Lasata secured the rights to market the UK based financial accounting software package Sun Systems in Western Australia. Lasata went on to become a leading supplier of financial software solutions with customers in Government, mining, engineering and finance.

In 1994 Lasata developed an add-on reporting package to assist Sun Systems users to more effectively interpret their accounting information. This was the forerunner for the Vision product range of Business Intelligence products that are now used throughout the world.

In 1995 Lasata entered into a distribution agreement with Management Science, a United Kingdom based company, to distribute Vision products throughout Europe, the Middle East and Africa. In early 1996, Systems Union, the developer and supplier of the Sun Systems accounting package, undertook to distribute Vision products through its extensive international sales network.

With demand for Vision products growing rapidly, Lasata chose to specialise as a software development house and concentrate on Vision development. To that end it withdrew from the Sun Systems resale agency business in early 2000.

A major rewrite of the software was embodied in the release of Vision 5 in 1998. Vision 5 had widely enhanced functionality and a powerful multi language capability.

By 2000 the Vision range of modules had grown. Vision now included Vision Executive - a reporting and business analysis product, Vision XL - an intelligent interface between the data source and Microsoft Excel, Vision Alert - a report scheduling, control and distribution system, and Vision Budget Management - a system for enterprise wide budgeting.

Vision was adapted to operate with Foundation Systems Sharp Owl database and released in the United Kingdom in February 2001. This was the first time a Vision module had been 'placed' over a database other than Sun Systems.

Lasata's export sales continued to grow and its achievements were recognised when it was awarded the Western Australian and the Australian Awards for Information, Technology and Communications in both 2000 and 2001.

Lasata, in the year 2001, acquired Management Science Limited (one of two United Kingdom Vision distributors). Systems Union was appointed sole distributor for Vision products for Sun Systems in January 2002.

By April 2002 over 7000 clients in 140 countries were using Vision products.

By September 2002 Vision was made available as an Opera 3 / Opera II Enterprise module Pegasus XRL

Systems Union bought Lasata in May 2004

Infor bought Systems Union in 2006

# Accreditation Training Courseware

1 Set-Up

# 1.1 Setting up Profiles

Each user must be allocated a profile. The profile holds the menu access for Opera 3 / Opera II Enterprise i.e. each Profile created in Pegasus XRL must map to an Opera Profile. Profiles are added, maintained and assigned by clicking the Profiles item on the menu bar.

XRL Setup					X			
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Product	Module	Serialization User						
XRL	XRL NetEnterprise Server	Product	Module	•	Expiry Date	Software Supplier	Serialization Code	1
XRL	Custom Serducts	TTOOLCE XRL		nsolidations Extension	1 2.1.2.7, 0 000	1		-
Sage Line 50	All	Sage L	ine 50 All		19/12/2010			
Operations II	Operations II	Xcis	CIS		19/12/2010			
Opera II	Opera II	Operat	ions II Opera	ions II	19/12/2010			
		Opera	3 / Opera II Opera	3 / Opera II	19/12/2010			
				1.44	+			
		_						
<	ш							
							Serialization	]

Code Opera	il .	Description	Opera				
lucts XRLXL Oth	er 🕽						
oduct	UserID	User Name	Security	Other	Product Views	Restric	
Sage Line 50	MANAGER		Yes				
Operations II	MANNS	Mr Manns	Yes				
Opera II	ADMIN	The Administrator	Yes		C13;[SH]		
						_	
						>	
Z User Security Map to User	>	duct Views	THST	nust be t	Opera 3 / C		users to access
User Security Mop to User User ID ADMIN							
Mop to User User ID ADMIN							
Map to User User ID ADMIN User Name			Password				
Mop to User User ID ADMIN							
Map to User User ID ADMIN User Name							
Map to User User ID ADMIN User Name							
Map to User User ID ADMIN User Name							
Map to User User ID ADMIN User Name							
Map to User User ID ADMIN User Name							
Map to User User ID ADMIN User Name			Password		Opera 3 / C	Dpera I	
Map to User User ID ADMIN User Name	<u> </u>				Opera 3 / C		

- 1. To add a new Profile to Pegasus XRL, select the User Security tab.
- 2. On the Profiles menu, click Add. The User Profile Details dialog box appears.
- 3. Enter a Code and Description for the profile.
- 4. Tick the User Security tick box, this option must be enabled to implement Opera 3 / Opera II Enterprise user security. Once this option is selected then an Opera 3 / Opera II Enterprise user must also be selected.
- 5. Click on the browse button for Map to User to select and Opera 3 / Opera II Enterprise user.

	erName De	escription	<u> </u>
MANAGER The	e Manager		
JSER Mr S	Smith		Cancel
ADMIN The	e Administrator		
			<u>R</u> efresh

- 6. Either enter an Opera 3 / Opera II Enterprise user or use the browse buttons to choose an Opera 3 / Opera II Enterprise user. The refresh button will allow any further users that have been created whilst the form has been open to be refreshed. The two other buttons are clear and copy but have no relevance here. Once the selection has been made, select OK to save the selection.
- 7. The User Name field, any name can be entered here. It is for logging purposes only.
- 8. Click the Save button.

### Access Tables Tab

Table Code	Description	~
🗹 (CA)	Cashbook	
🗹 (NO)	Nominal	
🗹 (PU)	Purchase	
🗹 (SA)	Sales	
🗹 (SO)	Stock N	
🗹 (PP)	POP K	
🗹 (IN)	Invoicing / SOP	
🗹 (EC)	EC Vat	
🗹 (SY)	System	
🗹 (PA)	Payroll	
🗹 (PS)	Personnel	~

The Access Tables option lists all the tables that are available to a profile. If users wish to override the Opera 3 / Opera II Enterprise Security, then they can deselect any of the tables that the user can normally see in Opera 3 / Opera II Enterprise.

Note that the tables permissions can only be removed from a profile not added.

### Options

The Options tab allows the use of restrictions of amounts of transactions

Notes

### **Transaction Limit**

#### General Limit

The General Transaction Limit field limits the number of transactions that Excel can display. The default is 20000 the maximum is 99,999,999. Note that Excel itself only allows 65,536 rows to be used. If the transactions limit is set to say 50,000 and the calculation in XRL exceeds this a note is appended to the report or link warning that the limit has been exceeded and needs to be amended.

### **Cube Analysis**

The Cube Analysis Transaction Limit field limits the number of rows that are used for Cube Analysis. The default transaction limit is 100,000.

**Note:** Excel 2003 and below has a restriction on rows and columns that will override the display of the above selection, 65,536

		General Cube Analysis	50000	
--	--	--------------------------	-------	--

### **Partial List**

The partial list can be used to reduce the number of records users view when using a filter. Although this is set here it can be overridden when viewing list. It is not recommended that the box be checked as this will limit the Automatic Field Lookup results (See Automatic Field Lookup).

### **1.1.1 Product Views**

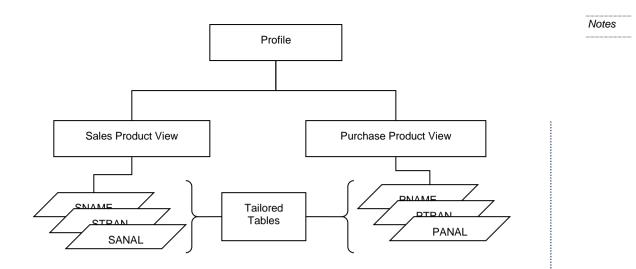
Within each profile there is a new tab labelled Product Views.

This enables users to create custom views of tables. Selected fields can be removed from display.

Product Views are not a security feature. They are intended to allow Administrators to tailor views specific to the XRL user's role.

#### For example:

The Sales department wish to view fields related to all sales data but the Accounts department would only view a few fields from the sales tables. A Product View is created and the sales tables amended to show only a few fields. The Product View is for all users attached to the amended profile.



Product Views are part of User Profiles. A Pegasus XRL user that is a member of a User Profile, that is in turn associated with a Product View, will be presented with a restricted Selection List. It is possible for users to display the complete Selection List by selecting the 'Show Hidden Items' option from the XL shortcut menu.

Product View settings are retained in the Pegasus XRL Isdatabase.mdb so that the settings are shared with Pegasus XRL users. A Product View can be exported to a file (\*.pvw) and then imported to another Pegasus XRL Isdatabase.mdb. A User Profile can have up to five Product Views.

**NOTE:** Must have logged into Pegasus XRL at least once via MS Excel in order to use the Product Views.

### **Create Product View**

To create custom Product Views of tables edit an existing profile. Select the appropriate Product from the top part of the Products tab.

Profile Gues	-	Descriptio	Default			
code		Descriptio				
Products XRL XL Othe	~ ]					
Trobaco   Machellour						
Product	User ID	User Name	Security	Other	Product Views	Restric
Product Sage Line 50	User ID	User Name	No	Other	Product Views	Restric
Product Sage Line 50	User ID	User Name		Other	Product Views	Restric
Product Sage Line 50 CIS Operations II Opera 3 / Opera II	User ID	User Name	No	Other	Product Views	Restric

Click on the Product View tab.

Code	Descriptio	Opera II		↓ ↓ Sho	Maintena w Hidden Ite		
			<u>H</u> elp	<u>S</u> ave		<u>C</u> ancel	

The Show hidden item if unchecked will prevent users from viewing the hidden items within XRL.

Notes

Click on the Maintenance button.

A new form will appear. This will list all existing views created.

Iode	Description	Version Lc	⊆lose
			New
			Delete
			Edit
			Соду
			Export
			Import
			Help

Click on the New button to create a new view.

Product Views / Opera	3 / Opera II	×
Details Code	Define Criteria	
Description		
Version 1.000		
	<u>H</u> elp	<u></u> K

A default code appears in the Code box. This can be changed if required. Enter a description for the new view.

- 1. Click on Definable settings.
- 2. A new screen appears.

### Mode

- The MODE selected defines where the view appears.
- The AUTO option will ensure the view appears in all areas of XRL where the table selected appears.
- Other options include Reference Link, Summary Link, Summary Report and Detailed Report.

### Options

Available Options to start the view are:

- Show All The view of the table remains unchanged
- Hide All -None of the fields from the original view will be displayed
- Exclude Check the fields that will NOT be displayed in the view
- Include Check the fields that will be displayed in the new view.

ode Auto	•				
ter From 🗳					8
ter To					
	Filter From	Filter To	Value From	Value To	
Description	Filter From Opera 3 / Opera II	Filter To	Value From Opera 3 / Opera II		
lter To Description Product Company ID		Filter To			

Select the company that this particular view applies to. Select the table that the view is based on.

**NOTE:** If fields from a header table are requested, then the header table itself must also be selected. If it is not then no fields from the header tables will be displayed in XRL.

Select the desired option and required fields.

Product Views / Opera Node Auto	▼ ▼				
Filter					
Filter From SH		History (SL)			8
Description	Filter From	Filter To	Value From	Value To	
Product	Opera II		Opera II		
Company ID	z		Z		
Table	SH		History (SL)		
Account     Account     Accounts (SL)     Delivery Account     Dat     Dat     Accounts (SL)     Dat     Account     Account     SS Sales Codes     SS Sales Codes     SS Sales Codes     Acdysis Code     Or territory     Customer Type     Quantity     Cost Price     Cost Price     Charles     Cost Price     CN Ames (Stk)     Advanced			ions <sup>™</sup> <u>S</u> how All <sup>™</sup> <u>E</u> xclude <sup>™</sup> Include		
□ Description □ Job □ Phase		<b>_</b>			
			Help	Clo	

In the Query definition form:

- Data items marked in green are shown in the Selection List.
- Data items marked in red do not appear in the Selection List.

When completed, select the close option. Further table views can be amended by repeating the above instructions.

Once finished with the definable settings, users are returned to the Product Views screen. Select OK to continue.

Notes	

etails		
Code		
	Define Criteria	
Description		
Sales History		
Version		
1.000		
	1	
	Help	QK

The view created will be displayed in the Product View screen.

Code	Description	Version Lc	⊆lose
1	Sales History	1.000 No	
			New
			<u></u>
			Delete
			Edit
			Ear
			Copy
			Cogy
			E <u>×</u> port
			Import
			Help

Click close to save the Product View.

Code Guest		Description	Default			
oducts XRLXL Othe	r ]					
roduct	UserID	User Name	Security	Other	Product Views	Restric
Sage Line 50	Manager		Yes			
Operations II			No			
Opera II	MANAGER	The Manager	Yes		C1;C3;C5	
						>
4						
4	bles Options Pro	duct Views				
Jser Details Access Ta		duct Views			<b>T</b>	
Jser Details Access Ta	Description				Maintenance	
Jser Details Access Ta Code I C1	Description Sales History	y				
Jser Details Access Ta Code C1 C2	Description Sales History Sales History	y y			Maintenance ☑ Show Hidden Items	
Jser Details Access Ta Code I C1	Description Sales History	y y				
Jser Details Access Ta Code C1 C2	Description Sales History Sales History	y y				
Jser Details Access Ta Code C1 C2	Description Sales History Sales History	y y				
Jser Details Access Ta Code C1 C2	Description Sales History Sales History	y y				
Jser Details Access Ta Code C1 C2	Description Sales History Sales History	y y				
Jser Details Access Ta Code C1 C2	Description Sales History Sales History	y y				
Jser Details Access Ta Code C1 C2	Description Sales History Sales History	y y				
Jser Details Access Ta Code C1 C2	Description Sales History Sales History	y y				
Jser Details Access Ta Code C1 C2	Description Sales History Sales History	y y				
Iser Details Access Ta Code C1 C2	Description Sales History Sales History	y y				

To enable the Product View the Code check box must be selected. To allow users to see all the fields select the Show Hidden Items check box.

Edit an existing Product View. To edit an existing view from the Product View window highlight the view required.

Notes

Code	Description	Version L	
25 27 28 29	Sales History	1.000 N	
27	Purchase History	1.000 N	
.8	Stock by Warehouse	1.000 N 1.000 N	
-9	Payroll	1.000 N	
			Delete
			Edit
			-
			Сору
			Export
			Import
			Help
			_
:		>	

Click in the Edit button.

The name of the Product View appears. This can be changed and saved.

Code			
C1	Define	Criteria	
,			
Description			
Sales History			
Version			
1.000	1		
J			

To edit the table selections, click the Definable Settings option.

ode Auto	-				
lter					
ter From					8
		Filter To	Value From	Value To	
Description	Filter From	1 1001 1 0			
	Opera II	T INOT TO	Opera II		
roduct		Tikor Fo			
Description Product Company ID Fable	Opera II		Opera II		
Product	Opera II		Opera II		
Product Company ID	Opera II		Opera II		
roduct Company ID	Opera II		Opera II		

Select the table view by clicking on the table from the filter area. Once selected, all the fields in the table will appear and then can be deselected or selected.

Further tables can be added to the Product View by double clicking on the table item in the filter area and selecting an addition table for the list available.

Notes

ode Auto	<b>~</b>			
ter				
ter From SH		··· History (SL)		8
Description	Filter From	Filter To	Value From	Value To
Product	Opera II		Opera II	
Company ID	Z		Z	
able	SH		History (SL)	
ection List				
		Opt	tions	
Account				
SN Accounts (SL)				
- Account				
<b>⊡</b> Name <b>⊡</b> Address Line 1				
			🖹 Show All	

Once all the tables have been amended:

- 1. Select Close
- 2. Select OK
- 3. Select Close
- 4. Select Save

### **Delete an existing Product View**

Highlight the Product View to be deleted.

Code Oper-	all	Description	Opera			
roducts XRLXL Oth	ner					
Product	User ID	User Name	Security	Other	Product Views	Restric
🔇 Sage Line 50			No			
Operations II			No			
🔵 Opera II	ADMIN	The Administrator	Yes		C1;C3;C5	
						>
User Details Access T				,		
Code	Description Sales Histo Purchase H	ry History			Maintenanc	
Code	Description Sales Histo	ry History				
Code	Description Sales Histo Purchase H	ry History				
Code	Description Sales Histo Purchase H	ry History				

Select the Maintenance button.

Code	Description	Version La	Close
01	Sales History	1.000 N	
01 03 05	Purchase History Stock By Warehouse	1.000 N	
25	Stock By Warehouse	1.000 N	New
			Delete
			<u></u>
			Edit
			Сору
			Export
			Import
			<u>H</u> elp

Confirm or reject the deletion. Please note that this is not reversible.

Product View	ws / Opera 3 / Opera II 🛛 🕅
Are	you sure you want to delete 'C1'?
	Yes No

To remove a table from the Product View, select the Edit button and click the Definable Settings button.

Code C10	Definable <u>S</u> ettings	
Description Sales Team		
Sales ream		
Version		
1.000		

Find the table from the list and select the Show All option.

ode Auto	•			
ilter From SH		History (SL)		8
Description	Filter From	Filter To	Value From	Value To
Product	Opera II	Filler TU	Opera II	Value TU
Company ID	Z		7	
Fable	SH		History (SL)	
Table	эп		HISTOLY (SE)	
Address Line 1 Address Line 2 Address Line 3 Address Line 3 Address Line 4 Post Code Telephone Number Fax Number		0	ide All xclude nclude	
Acct. Contact     Ordr.Contact     ZCS Contacts     Region     LS Lookup (SL)     Cust.Type     LS Lookup (SL)				
Ordr.Contact     ICS Contact     ICS Contacts     ICS Lookup (SL)     ICS Lookup (SL)     ICS Lookup (SL)     Cust. Type				

- 1. Select Close
- 2. Select OK
- 3. Select Close to return to the profile.
- 4. Save the profile.

This will return all fields in the selected table within Pegasus XRL.

### Сору

The copy function allows users to copy an existing Product View and then amend it.

If more than one view exists with the same tables then they are merged. For Example: Product View C5 - NHIST – Fields selected – Record Type

Product View C6 - NHIST – Fields selected – Nominal Account

Shown in XRL NHIST – Record Type and Nominal Account.

To copy a view, select the Maintenance button on the Product View tab.

Code	Description	Maintenance
🗹 C10	Sales Team	
🗹 C17	TEST NHIST	Show Hidden Items
🗹 C19	NHIST	)• Show hidden terms
🗹 C2	Sales Team	

Highlight the view to be copied and click the Copy button.

Code	Description	Version	Le	Close
C10	Sales Team	1.000	N	
C19	NHIST	1.000	N	
02	Sales Team	1.001	N	New
				Delete
				Edit
				Copy
				<u></u> y

Confirm the copy.

Product	Views / Opera 3 / Opera II 🔣
?	Copy settings C1
	Yes No

A new Product View will appear in the Product View list.

### **Export and Import**

To copy between profiles, use the Export and Import function. This can be used to copy between LSDATABASE.mdb files too.

From the maintenance form select the Export button. A dialog box appears and the user is prompted to save the exported view.

	🞯 Desktop		•	🗢 🛅 📑	<b> </b> •
My Recent Documents	My Documen My Compute My Network	r			
My Documents					
My Computer					

### The file extension is .pvw

	(į)	Export complete C10
--	-----	------------------------

Once saved, a conformation box appears. Click OK to continue.

Notes

To import the file, select the Import button from the maintenance form. If the file already exists then a prompt appears asking the user to confirm the existing file will be overwritten.

Replace existing C10?	Product Views / Opera 3 / Opera II 🛛
Yes Cancel	Replace existing C10?
	Yes Cancel

If the view is new, then the following dialogue box appears

	Import complete.
Ų.	
4	C4

### Click OK to continue.

### 1.1.2 XL Tab

The XL tab allows users to remove options on the XRL XL menu in Excel. All options are removable by un-checking the relevant box.

er Profile	X
Profile	
Code Operall	Description Opera II
Products XRLXL Other	
🔽 Data Link	✓ Drilldown
	🔽 Cube Analysis
🔽 Summary Link	✓ Offline Formulas
Summary Report	
🔽 Detail Report	
🔽 Tasks	
I Data Send	
Macro Builder	
✓ Recalculate	
Data Selector	
Function Launcher	
I Format Tables	
🔽 E-mail	
🔽 Formula Fill Formula	
	Help Save Cancel

- Task is not available to use in Pegasus XRL
- E-mail is not available to use in Pegasus XRL
- Tasks are not available to use in Pegasus XRL

## 1.1.3 Other tab

The Other Tab is also used to select and deselect option for profiles.

Query Templates permissions are held on the Other tab, allowing users to Save, Delete, Edit and Open.

Code Operall	Description Opera
Products XRL XL Other	
	-XRL Budget Management
Dictionary     Current Period/Date	
✓ Languages ✓ Language Reference Table	Super User Security
Language Hererence Table     Hierarchies	
✓ Show Details	
Query Templates	
I Save	
V Delete	
🔽 Edit	
🔽 Open	
	Help Save Cancel

Dictionary, Current Period/Date, Languages, Language Preference table, Hierarchies and XRL Budgets are not available in Pegasus XRL.

### **Current Period / Date**

This check box if unchecked will not allow users attached to the profile to create dates in the filter section of the Links and Reports. To ensure date overrides this check box must be checked.

### **Show Details**

The default setting for the filter display is set here.

### **Query Templates**

The profiles controls who can access the Query Templates. Profiles can restrict users from:-

- Saving
- Deleting
- Editing
- Opening

## **1.1.4 Profile Functions**

### Edit

The edit function allows the profile name and Opera 3 / Opera II Enterprise profile to be changed but not the code. Either double click to select the profile from the list or click on the Profile to select it from the list and click on the OK button. Click on an editable area and change the details.

### Delete

To delete an existing profile select Delete from the Profiles menu.

Notes

A list box of current Profiles will appear. Select the profile to be deleted. Either double click on the profile from the list or click on the Profile to select it from the list and click on the OK button.

Delete User Pro	file	X
2: Code	Description Opera	
Sage	Sage User	<u>C</u> ancel
Sage	ade over	

Click on OK to delete the Profile or No/Cancel to not delete the Profile.

User Profile	
2 Delete User Profile OperaII	
<u>Y</u> es <u>N</u> o	Cancel

### Assign

To assign an alternative profile to a user, select the User to assign a new profile to.

Select the Assign from the Profile menu.

Select the profile to assign to the user by either double clicking on the profile from the list or click on the Profile to select it from the list and click on the OK button.

# 1.2 Setting up Users

There are three users that are already set up within Pegasus XRL – it is recommended that these users are not deleted. The users are System, Demo and Guest.

۱ ۱	Profile	Computer	XRLXL	
ystem	Guest	Comparer	CITE OF	
lemo	Guest			
juest	Guest			
R	Operall			
age	Sage			
)pera	Operall	TRNJROSS	(1) 10/10/2005	

The Setup screen displays the users and the profiles that already exist.

Notes

First time creation of users can be done in one of two ways. The first is to use the Add option and the second is to use the User Wizard.

Setup       Serialization       Users       Profiles       Client       Logging       Help         Image: Serialization       User       Image: Serialization       Image: Serializa	🔀 XRL Setup	
Serialization     User     Image: Constraint of the second	<u>S</u> etup Serializa <u>t</u> ion	Users Profiles Client Logging Help
Serialization     User     Image: Delete       User     Image: Delete     Image: Delete       Image: Delete     Imag	S S S S S	
User     Image: Constraint of the second secon	Carialization Hoot	
User     XHL XL       system     © Clear User     F11       demo     IV     Clear All Users       guest     Change Password     F12       JR     Clear User Password     E8	Senaization Oser	
opcom     Image: Clear All Users       guest     Change Password       JR     Clear Uger Password       Sage     Lear Uger Password	User	
guest Change Password F12 JR Clear Uger Password Sage Lear Uger Password	system	
JR Clear Uger Password Sage		🛃 Clear All Users
Sage	-	Change Password F12
Liser Allecation E9		Clear U <u>s</u> er Password
Upera [1] 10/10/2003	-	User Allocation F8 (1) 10/10/2005
User Wizard	Opera	

### Add

The Add function allows a user to be manually entered.

er Name	Description	
	1	
etails   Integrated Security	Products	
Password		
Mandatory		
Password		
Confirm Password		
Never Expires		
C Expires after	60 days	
Minimum password leng	n 🔽	
Passwords must mee	t complexity requirements	
	e password on next logon	
User Profile		
User Pronie		
Operall		
	Help Save	Cancel

- 1. Select the Add form the user menu.
- 2. Enter the users name and description.
- 3. Select the mandatory password option if required.
- 4. Enter the password then confirm the password if required.
- 5. The expiry time in days for the password can be entered or set to Never. If never then the user can keep their password.
- 6. The default Profile is Guest although alternative Profiles can be setup and selected, Profiles can be created, edited, deleted and assigned through Profiles menu.
- 7. The Integrated Security option is not required.

# 1.2.1 Products

Users can be directly associated with a product even if their profile isn't.

For Example:

A profile is created but no products are added.

Code XRI	.1	Descriptio	m XRL1			
ducts XRL×L 0	ther					
roduct	User ID	User Name	Security	Other	Product Views	Restric
Sage Line 50			No			
Operations II			No			
Opera II			No			
						>
	Tables   Options   Pro	duct Views				
Ser Details   Access User Security Map to User User ID User Name	Tables   Options   Pro	duct Views	Attributes Other Password			

From the users tab either create a new user or edit an existing user.

er Name	Description			_		
ig	Craig Wright					
etails   Integrated Secur	ity Products					
Product	Source	UserID	User Name	Security		
🔵 Sage Line 50	User Profile	Manager		Yes		
Operations II	User Profile			No		
🛑 Opera II	User Profile	MANAGER	The Manager	Yes		
1						
User Profile     Specify			· 			
<ul> <li>User Profile</li> </ul>			butes			
User Profile     Specify      User Security     Map to User					>	
User Profile     Specify     User Security		Attri				
<ul> <li>C User Profile</li> <li>C Specify</li> <li>✓ User Security</li> <li>✓ Map to User</li> <li>✓ User ID</li> <li>✓ Manager</li> </ul>						
User Profile     Specify      User Security     Map to User      User ID						
C User Profile C Specify ✓ User Security Map to User User ID Manager			her			
User Profile     Specify      User Security     Map to User     User ID     Manager			her		>	
C User Profile C Specify ✓ User Security Map to User User ID Manager			her			
C User Profile C Specify ✓ User Security Map to User User ID Manager			her			
C User Profile C Specify ✓ User Security Map to User User ID Manager			her			

Click on the Product Tab and select the product the user needs to be associated with.

r Name	Description Wright			_		
etails   Integrated Security	Products					
Product	Source	User ID	User Name	Security		
🛑 Sage Line 50	User Profile			No		
Operations II	User Profile			No		
🔵 Opera II	Specify	MANAGER	The Manager	Yes		
• 1					>	
<						
C. Heer Profile						
C Herr Profile Specify FF User Security Pro to User ser ID fANAGER User Name Ine Manager		Attrib				

Select the Specify option. This will allow a user to associate with a product without having to select a specific profile. Click the User Security check box and select a user from the browse box.

Map to User	2		1
User ID			
MANAGER			
User Name			
The Manager		_	

Click the Save button. The user still needs to be allocated to the appropriate products before using XRL.

# 1.2.2 User Options

### Edit

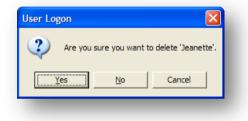
To edit a user's properties first select the user from the list of users then select the edit option. This will allow all the properties of the user, except the user's name, to be changed.

### Delete

To delete a user first select the user from the list of users then select the delete option from the user menu.

Opera	Operall		•	TRNJROSS	(1) 10	1/10/200	05
Jeanette	Operall						
	<u>U</u> sers	•	2	Add			
	Profiles	►	2	Edit		F2	
			×	<u>D</u> elete	N		
				<u>R</u> efresh List	N	F5	
				<u>C</u> lear User		F11	
			2	Clear All Users			
				Change Password	d	F12	
				Clear U <u>s</u> er Passw	/ord		
				User Allocation		F8	
			$\otimes$	User <u>W</u> izard			-

A box will appear asking the user to confirm the deletion of this user.



Once yes has been selected there is no way to undo this.

### Refresh

When entering XRL Setup the list of users appears. If a user is logged on to Pegasus XRL then their name will appear in bold in the lost of users. If the user subsequently logs off then the list will only be refreshed by either logging out then in again or selecting the refresh button.

### **Clear User**

It is important to note what the effect logging in to Pegasus XRL has on Opera 3 / Opera II Enterprise. Once logged on to XRL through the spreadsheet then the Opera 3 / Opera II Enterprise tables are "open" (not available for "exclusive" use). To log a user off the Clear User option can be used.

er	Profile	Computer	XRLXL				
system	Guest						
demo	Guest						
guest	Guest						
JR	Operall						
Sage	Sage						
Opera	Operall	TRNJROSS	(1) 10/10/2005				
				Users 🕨	2	Add	
					2		F2
				-		<u>D</u> elete	
					2	<u>R</u> efresh List	F5
					2	<u>C</u> lear User	F11
					2	Clear All Users	
						Change Password	F12
						Clear User Password	
						User Allocation	F8
					$\otimes$	User <u>W</u> izard	

First select the user from the list of users then select the Clear User option from the user menu. No warnings are displayed. There is no danger to Opera 3 / Opera II Enterprise using this procedure and the user's spreadsheet can be saved to that point.

Notes

### **Clear All Users**

As with Clear User, Clear All Users will not harm Opera 3 / Opera II Enterprise nor will the spreadsheets become unstable.

To clear all users from XRL there is not need to select the users from the list of users simply select the Clear All Users option from the user menu. This time a warning is displayed to the person who has used the Clear User option asking to confirm the action.

XRL Setup			×
Do you want to d	ear all users?		
<u>Y</u> es	<u>N</u> o	Cancel	

A message will be displayed to the users XRL when they try to access XRL.

### **Change Password**

If a user looses their password then this can be re-entered from the Change Password option.

First select the user from the list of users then select the Change Password option from the user menu.

Change Password	×
User Details	<u>S</u> ave
Password	 <u>CX</u> ii
New Password	
Confirm Password	

### **Enter Password**

Re-enter the password to confirm. If the passwords do not match then a warning is displayed and the user should re-enter the passwords again.

### **Clear Password**

To reset the password of a user to nothing, first select the user from the list of users then select the Clear Password option from the user menu.

Clear User	Password			×
🥐 в	o you wish to	clear the pass	word for user II	Opera?
	Yes	No	Cancel	]

A dialogue box will appear asking the user to confirm the password clearance.

# 1.3 User Allocation

Notes

The user allocation allows users to be allowed to use XRL. Select the User Allocation from the User menu.

🔀 User Allocation			
Products       Sage Line 50       Part NL       Opera II       MRL NL	Unallocated Users demo guest JR Sage	Allocated Users	
hlight the XRL XL option to	b bring up the use	r allocation options.	
move unallocated user to a ect the user on the Unalloc		1	
e the ▶ icon to move the us e the I▶ icon to move all us			
move allocated user to una	allocated users		
lect the user on the allocate e the ◀ icon to move the us	•	ocated User list.	
e the <b>I</b> icon to move all us		cated User list.	
XXL Setup			
XXRL Setup		cated User list.	
XRL Setup Viser Allocation Viser Alloca	Sers to the Unalloc Unallocated Users	cated User list.	
XRL Setup Subser Allocation Products XRL XL Depend II XRL XL	Sers to the Unalloo	cated User list.	

If this option is not configured then when users try to log on to XRL they will be unable to do so.

# 1.4 User Wizard

Notes

To import all users from Opera 3 / Opera II Enterprise this option is a quick and easy routine to use.

🔀 XRL Setup		
<u>S</u> etup Serializa <u>t</u> ion	Users Profiles Client	Logging <u>H</u> elp
Serialization User	Add Edit Delete	F2
User	🧟 Refresh List	F5 XRL XL
system	Clear User	F11
demo	Clear All Users	
guest	Change Password	F12
JR	Clear User Password	
Sage	User Allocation	F8
Opera	-	
	\Lambda User <u>W</u> izard	
		lat <sup>e</sup>

Select the User wizard option from the User menu.

Vizard Products		
		Product Opera 3 / Opera 11 Create User Names Map directly to users
		✓ User Profiles     ✓ Remote Users
	Help	Next >> Gancel

Select the Next button to continue.

User Profiles		User Profiles Guest User Security		
	Help	<< <u>B</u> ack	<u>N</u> ext >>	

Select the default Profile to allocate to the users. This can be overridden at the end stage.

Notes

Select the User Security to take advantage of the Opera 3 / Opera II Enterprise security options.

Select Next.

One global password can be selected at this point the users can then change their own passwords at a later date. If the mandatory option is used and the password is blank – the next time they log in they will be forced to enter a password. The expiry date of the password can be set globally at this point.

Wizard User Names		Passwords ☐ Mandatory Password ☐ Confirm Password ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐	
	<u>H</u> elp	<< Back Cancel	

There is no need for remote security – select next at this screen.

On the last screen a list of Opera 3 / Opera II Enterprise users available are brought into XRL.

### **Selecting Users**

The default setting for these users is always select all. To unselect a user un check the check box at the beginning of the user's line.

<u>S</u> elect All	Deselect All		<b>N</b>	
	<u>H</u> elp	<< <u>B</u> ack	Einish	Cancel

A Select All and Delete All buttons will toggle the check boxes on and off.

zard					
Finish					
User	Description	User Profi	le	Profile Title	Remote S 🔺
MANAGER	The Manager	Guest	-	Guest	
🗹 USER	Mr Smith	Guest	-	Guest	
🗹 ADMIN	The Administrator	Guest	-	Guest	

### Changing the profile

The default profile is allocated to each user. To change this select the drop down box against the user Profile column and select an existing profile. This can be changed at a later date.

If there are no more users to import then a greyed user list will be displayed with the relevant users listed.

Any that appear white then these will be able to be imported.

User	Description	User Profile		Profile Title	Remote S 🔺
MANAGER	The Manager	Guest			
USER	Mr Smith	Guest			
ADMIN	The Administrator	Guest	Guest		
Select All	Deselect All				

Once the Finish option is selected then the user is returned to the user list. Select Refresh option on the User Menu to display the new entered users.

### 1.5 Serialisation

When connected to Opera 3 / Opera II Enterprise and Pegasus XRL databases the product must be activated within Pegasus XRL. Select Setup from the Program files Menu. The default user is system.

Note that DEMO MODE is displayed when a user first enters the set-up option.

ser ID System	<u>Q</u> K <u>C</u> ancel	User ID Password	system <u>OK</u> Cancel English <b>Demo Mode</b>
English tenced to Lasata Internal  000522	Version 6.0.5-1	End-User Licence No.	Version V10.0.4
Vision Opera II XRL		Copyright © 2010 Infr subsidiaries. All rights and/or resistered trade	Open 3 Open II or Global Solutions Technology GmbH and/or its affiliates and reserved. The word and design marks as forth herein are trademant anarks of furfor Global Solutions Technology GmbH andrology GmbH androlog

Users may wish to change the password. This is done by entering a new password in the Password tab.

1.44+

Version V10.0.4

Logon Password	Options		Logon Password Options
User ID system Old Password New Password Confirm Password		Save	User ID system Old Password New Password Confirm Password
Licenced to Licensee No.	Lasata Internal 000522	Version 6.0.5-1	End-User Licence No. XRL
Vision	UD Opera II XRL		Oper Copyright @ 2010 Infor Global Solutions T subsidiaries. All rights reserved. The word and/or registered trademarks of Infor Glob and subsidiaries. All rights reserved. All oth respective owners.

Once logged in the following screen appears:

2 <b>2 2 2 0</b>   🗆 🗆					
alization User Security Oth	er				
oduct Serialization Details	Module	Expiry Date	Software Supplier	Serialization Code	4
XRL	XRL Consolidations Extension	anpa) bace	Derer de Dappier		
Sage Line 50	All	31/12/2009			
	CIS	31/12/2009			
Operations II	Operations II	31/12/2009			
Opera II	Opera II	08/05/2010	Pegasus Softw	374F35*66C68**2C	C
<					>
				Serialization	

1. Click on the Pegasus XRL line to highlight it and then select the Serialisation Button to serialise the product.

End-Use		
Licence No		
Software Supplie		
Expiry Date		
Author Product Licence Ke		
Тур	Toolsets	
oolsets		
XRL XL	Number of Users         Expiry Date           0         0           30/12/1899         -	
XRL Word	0 30/12/1899 v 30/12/1899 v	Always select Tools
XRL Executive XRL Report Writer	0 30/12/1099 V	
Serialization Code		
ierialization Expiry Warning Messag	,	
	15 days	
Help	Save Changes Cancel	

- 2. Enter the details as appearing on the serialisation documentation sent by Pegasus Software Ltd.
- 3. Once entered select the Save Changes button. A browse option may appear and if the default locations have been accepted then the Opera 3 / Opera II Enterprise directory will be chosen. If the defaults have not been selected then users should browse for the Opera 3 / Opera II Enterprise directory (Server VFP Dynamic folder).

	🗐 🧀 Opera II	~
	Bespoke	
	BrowserReports	
	⊕ Classes ⊕ Classes	
	datadict	
	🕀 🛅 DemoData	
	Frameworksupport	
	E C Reporter	_
	I I A renorte	¥
<		

4. If the serialisation is successful then the following dialogue box will appear:

Serializa	ation Details / Opera II - Opera II 🔀
(į)	Serialization has been accepted
	(OK)
	<u> </u>

- 5. If it has not been successful then a message will be displayed. By selecting the OK option users will be taken back to the serialisation screen to check the entries and the process of acceptance is repeated.
- 6. Select the OK button when the serialisation is complete. The following screen will be displayed for the moment, close this screen.

User Allocation		
Products	Unallocated Users	Allocated Users
- XRL   - Sage Line 50   - VRL XL   ⊖ Opera 11   ≶RL XL	demo guest JR Soge	Image: Dependence of the second se
Named Users	Maximum	5 Remaining 4
		Help DK

## **1.6 Further Setup options**

#### Client

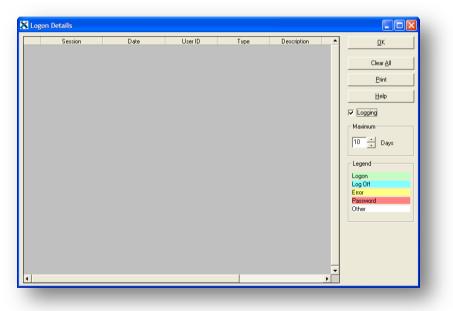
The Client Maintenance can be accessed from within the Setup menu. There are two options available:-

- Give users ability to access to the Client Setup form
- Give users ability to Add or Remove Add-ins for Pegasus XRL

🗙 XRL Setup
Setup       Serialization       Users       Profiles       Client       Logging       Help         Image: Security       Image:
Product Serialization Details

#### Logon

By selecting the Logon menu and checking the Logging check box, user's actions can be monitored.



A log can be kept for a specified number of days by using the Maximum day's option.

- The log can be printed by selecting the Print button.
- The log can be cleared by selecting the Clear All button.

## Accreditation Training Courseware

#### 2 XRL Maintenance

## 2.1 Changing Connection Settings.

Any changes to the settings made in the initial installation routine can be done through the Maintenance option from the XRL menu.

- Select Start on the Task Bar
- Select Programs
- Select XRL
- Select Maintenance

	InterVideo WinDVD	•
	~	
	Macromedia	7
	microsoft	•
	PC Suite for Nokia 6600	•
	i Pegasus	+
	🛅 Startup	•
	isdom-soft ScreenHunter	•
	👹 Microsoft AutoRoute	
b	🗃 ODBC Administrator	
Burn CD & DVDs with Roxio	🔄 Outlook Express	
New Office Document	Crystal Reports 11	
Open Office Document	m Nero	•
Set Program Access and Defaults	Contract Studio	•
🥸 Windows Catalog	CCleaner	•
🌯 Windows Update	Accounts	•
🔍 WinZip	XRL	Help
8 My Bluetooth Places	WinAVIVideoConverter	Maintenance
Microsoft Office Excel 2003	2	
	i WinAce	Setup 🗥
🛱 Programs 🕨	*	X Update Serducts
Documents •		🔄 Uninstall
🚱 Settings 🕨 🕨		
🔎 Search 🔹 🕨		
Help and Support		
🖅 Run		
Log Off jross		
Undock Computer	I 🔿 🔠 🐗 🔅 🗕 🖾	🆄 • 🚄 • 📥 • 🚍 🚃
Shut Down	t Ln Col	REC TRK EXT OVR Engli
start 🔰 🙆 💈 🥵	🖪 🗿 👿 🛚 🛨 🛅 🕚	💋 🕼 📓 B 📓

## 2.2 Logging On to Maintenance

There is a password option to log on to Maintenance. The default is no password – this can be changed by selecting the password tab and entering a new password.

X Maintenance	Maintenance	E
Logon Password	Logon Password	
Password <u>QK</u> English v <u>C</u> ancel	Old Password New Password Confirm Password	Save
	🖵 Logging	Version 1.175.22 LsAgEg10

Once logged in to Maintenance the following screen appears.

By selecting the 'Client Setup' button this will take users back in to the connection screen.

Maintenance	
Setup Diagnostics Configure About Client Setup	
Add/Remove Add-ins	
	XRL

#### 2.3 Add -In

- 1. Click the option to remove or add the Add-In.
- 2. On clicking the Add Remove option displays add Add-ins available for deletion or addition.
- 3. The only Add-in available for Pegasus XRL is Excel.
- 4. Select the Add-in.
- 5. Select Apply.

There are nuerous methods of placing the "add-in" into Excel. Through the XRL menu's (Set-up and Maintenance is the simplest method). You can also attempt to manually add the add-in via Excel, or even doubleclick on the XLB file.

If the Add-in is lost, try readding it via the XRL menu and ensure the Macro and VB settings are correct.

Notes

Add/Remove Add-	ins	×
Microsoft	Excel	
		Cancel

If successful the following message box appears.

Add/Remove Add-ins 🚺
Successful
OK

## 2.4 User Specific Information- About Tab

When users first install Pegasus XRL they are given the option to use Profiles. If users select the profiles and then decide not to use Profiles then within the Maintenance tab they can change the profile type. Pegasus XRL supports Microsoft User Profiles; additional information specific to the user is also installed under a user directory.

The Pegasus XRL user's settings are held in the default directory :-

C:\Documents and Settings\<USER NAME>\Application Data\Lasata\Agora\Settings\

Where <USER NAME> is the Windows logon name. The user's settings include their DataLinks, DataLink connection details, email settings, last used files and alert tasks. These settings are not visible to other users who may log on to the same computer. Users who do not possess an Pegasus XRL user profile and attempt to access an Pegasus XRL toolset will be prompted for their connection and configuration details.

This option can be switched on or off in the XRL - Maintenance - About tab. If this option is ticked on, then each new Windows user that users Pegasus XRL will be required to refresh the ODBC links, so as the DataLink connection details can be saved to their User Specific directory.

Maintenance		
Setup Diagnostics Configure About	Egit	
1.400.246 Please exit and restart the program C:\Documents and Settings\jross\Application Data\Lasata\Agora\Settings\		The About tab is a great indicator to whether XRL has been installed using User
Use Default Specify	XRL	Profiles (which is only required for a TS or Citrix
	, ,, ,,,,,	installation). This setting

It is recommended that user do not use profiles and controls everything from the one DataLink in the default directory.

#### Specify

XRL sets Application User Profiles to a user nominated folder. Typically this is used in Load Balancing Citrix Environments where the User Profile and DataLinks are stored on a shared mapped drive. This is not the same drive that has the XRL installation.

To be a valid Application User Profile folder, it must contain the contents of the Settings folder, including:

- 1. LsAlchemy DataLink folder
- 2. LsAgEg10.mdb database

#### Default

This sets the Application User Profiles to the default folder: C:\Documents and Settings\<USER>\Application Data\Lasata\Agora\Settings

should not be altered. If installed using user profiles, it is recommende d to do a complete fresh installation.

#### Accreditation Training Courseware

3 Opera 3 / Opera II & Microsoft Excel

#### 3.1 Loading Pegasus XRL Add-In

If the Add-in was not originally installed using the Installation routine, then this can be added through Excel.

The C:\Program Files\XRL directory must be made available to all users who will be using Opera XRL.

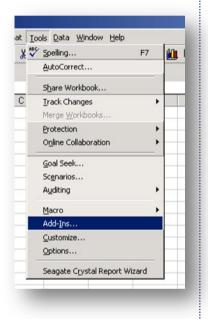
Once the installation and configuration is complete the Add-In can be loaded for MS Excel.

The Add-In is a file LsAgXLB.xla and is located in:-

C:\Program Files\XRL\ - On the machine where Pegasus XRL was installed

- 1. Open MS Excel.
- 2. From the Tools menu select Add-ins.
- Pegasus XRL Add In will not be present on the very first time –
- Select browse and search for the file LsAgXLB.xla it will be on the server in the directory \Program Files\XRL\
- Select OK and ensure that the XRL Add In has been checked on the Add-in list box.
- 6. Select OK.





- 7. Pegasus XRL will then prompt for a user and a password.
- 8. Enter the user ID and the password. If an incorrect login is made then Pegasus XRL will not load and there will be no access to the Pegasus XRL menu.

To re log In Excel will have to be run again.

Note: When upgrading the new Add-In may have to be reinstalled.

## 3.2 Office XP Security Issue

If Pegasus XRL is being used with Microsoft Office XP, additional security settings will need to be implemented to ensure Pegasus XRL works correctly.

- 1. Open MS Excel
- 2. From the Tools menu select Macro and then Security...

at	Too	ls <u>D</u> ata <u>W</u> indow <u>I</u>	<u>H</u> elp	1				
Ж	ABC.	Spelling F7		<u>()</u> (	2) 🎇 A	rial	- 10	• • B
2	-	Error Checking		,eviev	w			
		Share Workbook			•			
		Protection	۲		G	Н	I	J
_		O <u>n</u> line Collaboration	۲	-				
		Sc <u>e</u> narios		⊢				
		Formula A <u>u</u> diting	۲					
+		Tools on the We <u>b</u>		$\vdash$				
		Macro	¥	•	Macros		Alt+F8	
_		Add-Ins		•	<u>R</u> ecord Nev	v Macro		
		<u>C</u> ustomize			<u>S</u> ecurity			
		Options		2	<u>V</u> isual Basic	Editor	Alt+F11	
	_	*	_		Microsoft S	cript <u>E</u> ditor	Alt+Shift+F11	-
+								

3. Within Security click on the Trusted Sources Tab and tick the Trust access to Visual Basic Project and click on OK.

Microsoft Corpo	Trusted Sources		
Microsoft Corpo Microsoft Corpo	ration 2003		
			<u> </u>
			Remove
Trust all insta	lled add-ins and temp	lates –	
	lled add-ins and temp to <u>V</u> isual Basic Project		
	to <u>V</u> isual Basic Project		

Notes

#### Add-in Issue

You will usually get #NAME or ?? in a cell if the XRL addin is not found and as such a recalculate can't be performed.

÷?

Does this happen if the user creates a new one?

If this is OK when creating a new spreadsheet, then the addin is working for XRL on this particular installation.

If they only get this on historically created worksheets (from a different machine) when opening and calculating this means the addin location on this PC is different to that of the person that created it.

This addin location/recalculation issue occurs morefrequently/ recently for 64 bit operating system users trying to open a worksheet created on a 32 bit operating system.

By default on a 32 bit operating system XRL will install to c:\program files\XRL

On a 64 bit system it will install to c:\program files (X86)\XRL

The addin on both machines is in different places and as such will show error cell content and will not recalculate if one user tries to open a worksheet created by the other.

If a mixture of 64 and 32 bit users for XRL occurs the only workaround currently found to avoid requiring to "Edit Links" all the time is to ensure the "LsAgXLB.xla" (addin file for XRL) exists in both locations on both types of machine or is loaded from a shared location.

**NB:** As the addin location is stored in the spreadsheet itself you can get this mismatch.

On a 32 bit system create a folder structure of :

c:\program files (X86)\XRL

copy the addin from c:\program files\XRL and paste it into the newly created folder.

On a 64 bit system create a folder structure of :

c:\program files\XRL

copy the addin from c:\program files (X86)\XRL and paste it into the newly created folder

## 3.3 Office 2007

Notes

Due to the new style of Office 2007, the XRL menu now exists on the Add-Ins ribbon bar.

U	<u>ار</u>	Home Inser	t	Page Layout	Form	nulas	Data F	Review	View	Add-In:		0	_ 0	х
	v	RL -												
					_									
		Query Wizard					Ribb	on						
Mei		Report Wizar <u>d</u>												
Me		Query Templates												
	₽.	Reference <u>L</u> ink		$f_{x}$	=AG_S	MRT("	),Summary	Report 1	,1")					×
	F.	Summary Link		В			С		D		E		F	
1	R	Summary Report		r Overall Di			elled Order				livery Fax I	lumber		
2	R	Detail <u>R</u> eport			0.00			01536 32			536 322167			
3		<u>F</u> ormat Tables			0.00			01536 32			536 322167			
4		Drilldown	•		0.00			01536 32			536 322167			- 11
5	17	Cube Analysis			0.00			01536 32			536 322167			
6	12	Data Send			0.00			01536 32	22166	015	536 322167			-
7	12	-			0.00									_
8		A <u>n</u> alyze												
9		R <u>e</u> calculate	•											
10		Zero Suppress	•											
11		<u>U</u> tilities	•											
12		Options												
13	v?	Help												
14		Information												
15	ю	- Show Toolbar												
16		Log Off		2 Sheet3	0			1 <					•	
Rea	der	Calculate		z / Sneets /									(	

The Add-in and Security settings have been moved in Office 2007. These are fully described in the Install guide.

To Modify security settings (Microsoft Office 2007)

- 1. Start Microsoft Excel, and then click the Office button.
- 2. Click the Excel Options button, then click the Trust Center button.
- 3. Click the Trust Center Settings button, then select Macro Settings.
- 4. Tick the Trust access to the VBA project object model box.
- 5. Click OK, and then click OK again.

Manually adding the Add-in

- 1. Start Microsoft Excel, and then click the Office button.
- 2. Click the Excel Options button, then click the Add-ins button.
- 3. Ensure the "Manage" drop-down list is set to "Excel Add-ins"
- 4. Click Go.
- 5. This is now the same dialog as Office 2003.

Hint/Tip: XRL menu looks lonely on the Add-ins Ribbon

- 1. Start Microsoft Excel, and then click the Office button.
- 2. Click the Excel Options button, then click the Customize button.
- 3. Change the Choose From to "Add-ins tab"
- 4. Add the Menu Commands to the Quick Access Toolbar

**Note –** Be aware the 'calculate' available on the bottom of the screen is the Excel recalculate, this should not be used for recalculating XRL reports.

## V1.5x Onwards With Office 2007 or higher

Notes

You will now find a fresh new look of a Ribbon bar with version 1.5x or higher of XRL and using an updated Engine.

🗶   🛃 🖤 - (° -	Ŧ			Anton	y.xlsx - Microsoft Excel
File Home	Insert Page Layout Formulas	Data Revie	w View Infor Q&A		
Query Wizard Report Wizard	Summary Link ☐ Detail Report Σ Summary Link ☐ Format Tables Summary Report		Data Send $4$ Analyze 2 Cube Analysis 4 Alerts	Recalculate Suppress	Coptions Help About Off
Wizard Template	Cell	Drilldown	Analysis	Extract	Other Account
D7	▼ ( f <sub>x</sub>				

## 3.4 Logging on to Pegasus XRL

To log on to Pegasus XRL, select the XRL menu option from the tool bar and select the Log On option. This menu option allows the user to log on if they are logged off, or the "Log Off" option appears if they are logged on to Pegasus XRL.

There are several ways to log on to XRL.

## 3.4.1 Standard Log in.

Using the standard log in is the best way to use XRL as it takes advantage of passwords and security.

The following form appears:

KRL Logon Password			×
User ID	Opera	_ [	<u>0</u> K
Password		_	<u>C</u> ancel
	English	•	
End-User Licence No. Expiry Date Software Supplier	Pegasus Softw 000896 22/04/2006 Pegasus Softw		Version 6.3.1-2
XBL	Sage Line 50	Operations II	Opera II
Copyright © 2002-20	005 Lasata Pty Ltd. A	All rights reserved.	·

Enter the user name and the password – These are case sensitive.

#### Password

To change the password select the Password tab and enter the old password and then enter the new password and then confirm the new password. When finished select Save.

Logon Password			
User ID Opera			
Old Password			<u>S</u> ave
New Password			
Confirm Password			
Ind-User Licence No.	Pegasus Softv	vare Ltd	
Licence No. Expiry Date	000896 22/04/2006		
Software Supplier	Pegasus Softv	vare Ltd	Version 6.3.1-2
X	<b>X</b>	<b>X</b>	
XBL	Sage Line 50	Operations II	Opera II
CHILE	oligo cine oo	operations n	opolali

If a user forgets their password then only the system user in the Set-Up section can change this.

Notes

#### Options

The Options Tab allows users to test the speed of the connections to the database and use the Global logon function.

RL Logon Passwor	d Options		×
Sp	beed Test		
LsEngine Ver 1.4	Font 100.246 LsAgEg10	☐ Loggin ☐ Global	g Logon
End-User Licence No. Expiry Date Software Supplier	Pegasus Softv 000896 22/04/2006 Pegasus Softv		Version 6.3.1-2
XBL	Sage Line 50	Operations II	Opera II

On this tab there is a Global Logon check box. Once checked next time the user logs in there will be no way to change the log in or enter a password. It is not recommended that users use this method as it will circumnavigate the security. To change this back to non Global Logon – select Start – Programs – XRL – Setup and select the options tab. Uncheck the Global Logon box.

#### 3.4.2 The Options menu

Using the Options menu on the XRL add-in menu, to automatically log on to XRL with "Log on at startup". When Excel is opened the user will automatically get logged on to XRL. This will log the user on to XRL (opening the system database container even if the user does not use any of the XRL functions.

Logon at startup	<u>0</u> K
Default Report Function Output as Formula	
🛛 🗹 Default Internal Definition File Name	<u>C</u> ancel
🛛 🗹 Optimize Summary Link Formulas	

## 3.5 Implications of Logging On to XRL

## 3.5.1 Opera 3 / Opera II

As soon as someone logs on to XRL they are using the System.DBC connection and therefore preventing Exclusive Access rights in Opera 3 / Opera II. In Opera 3 / Opera II if an exclusive routine is required when an XRL user is logged in then the following warning is displayed.

Opera II Enterprise	×
Another user has exclusive access to the	data file(s) - Please try later
(OK	

There is nowhere in Opera 3 / Opera II to indicate that there is a person logged on to XRL. It is in XRL that this information is displayed.

To find out who is logged on to XRL:

- 1. Log in to XRL Setup
- 2. Select the user tab
- 3. A list of users is displayed with details of which user and machine is still logged on to Opera 3 / Opera II.

tup Serializa <u>t</u> io	on <u>U</u> sers <u>P</u> rof	iles <u>C</u> lient <u>L</u> ogging	Help	
🛿 🕵 🧏 🖉	😨 😨 🗐 🖬	💫 🔂 📭 🖳	*	
Serialization U:	ser Security Oth	er		
User	Profile	Computer	XRLXL	
system	Guest			
system				
demo	Guest			
	Guest Guest			
demo				
demo guest	Guest			

#### To clear the user

Notes

1. Highlight the user to be cleared

RL Setup	)						
up Serializ	a <u>t</u> ion <u>U</u> sers <u>P</u> rofile	es <u>C</u> lient <u>L</u> ogging	Help				
2.0	8 <b>8 8</b> 💷 🗖	同同同众。					
Serialization	User Security Other						
User	Profile	Computer	XBLXL				
system	Guest	Computer					
demo	Guest						
quest	Guest						
JR	Operall						
Sage	Sage						
Opera	Operall	TRNJROSS	(3) 26/09/2005				
				<u>U</u> sers	2	Add	
				Profiles	2	Edit	F2
					- 🕵	Delete	
						Refresh List	F5
					2	<u>C</u> lear U <u>ve</u> r	F11
					23	Clear All Users	
						Change Password	F12
						Clear U <u>s</u> er Password	
					-	User Allocation	F8
					1	User Wizard	

- 2. Right Click
- 3. Select User
- 4. Select Clear User

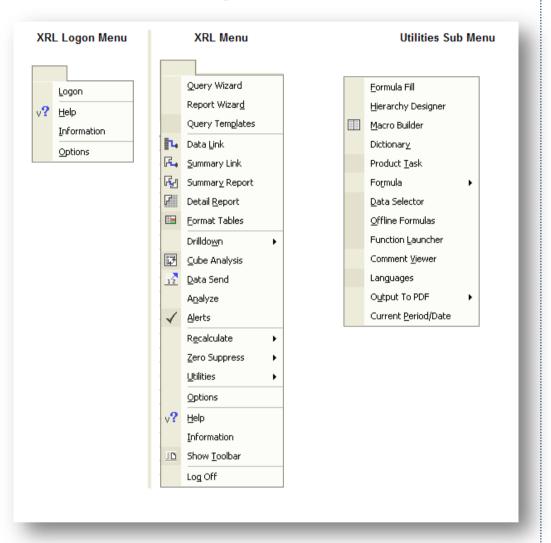
## 3.5.2 Moving XRL Reports

If an XRL spreadsheet is created in one location and then moved to an other location, the following steps to change the location of the XRL addin must take place.

- 1. Open up the Excel spreadsheet
- 2. Click Update
- 3. Click Edit Links
- 4. Click Change Source
- 5. Browse to the XRL install path and select the LsAgXLB.xla file, then click OK
- 6. Click on Close
- 7. Save the Excel workbook

## Accreditation Training Courseware

4 Overview of XRL



## 4.1 Overview of Pegasus XRL Functions

To use Pegasus XRL open MS Excel. Users may be prompted to login. If they do not get the log in prompt then they will see the XRL menu on the tool bar.

By selecting the XRL menu a login option appears. Selecting this will bring the login screen up.

Once logged in, the complete XRL menu will be accessible.

## 4.2 Recalculate

When a user logs into XRL they are disabling the Automatic Recalculation function with Excel. This means that when logged in to XRL users must manually recalculate their worksheets. This is done through the XRL menu.

A recalculate function ensures the proper recalculation of Pegasus XRL and Excel formulas. A range, worksheet or workbook can be recalculated with both Pegasus XRL and Excel formulas simultaneously. When the XRL Add-in is installed, XRL resets the Excel calculations function to manual so entries in the worksheet can be changed without causing Excel to recalculate automatically.

Utilities	×		
R <u>e</u> calculate	۰	Work <u>b</u> ook	
Drilldo <u>w</u> n	•	<u>W</u> orksheet	
Information		<u>R</u> ange	.0
Log Off			

**Note:** F9 does not always recalculate the Pegasus XRL formulas. Always use the Pegasus XRL recalculate option.

As soon as a user logs into XRL then the Auto Calculation option in Excel is deactivated. It is most important that this remains deactivated whilst a user is logged on to XRL.

The order of recalculation using the XRL Recalculation is

- 1. Cell
- 2. Links
- 3. Reports
- 4. Cells

Users must not switch the automatic calculation on in Excel whilst logged into XRL. A separate Excel workbook can be opened with out logging on to Pegasus XRL

On logging off from XRL it does not reactivate the automatic recalculation.

## 4.3 Help

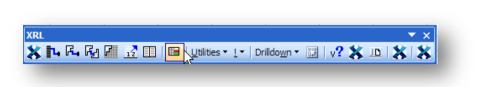
Click the Help within the XRL menu to display help topics for XRL.

11년 Back Forward Refresh Print	
printersis  tgdax,   Search   Favorptes  ■ 01 XAL XL ■ 01 Favorptes  10 Favor	XL About XRL XL XRL XL, provides a dynamic link between your data source and Excel allowing information to be exponded to Excel worksheets from multiple database tables. By incorporating an understanding of
Heing XRL XL	beconsider to Elocity townshifts board integrate autorest takened takened to the proposating and understanding on the relationship between database tables, the user simply defines a parent table to display related data items and dependent tables for filtering and outputting to Excel.

## 4.4 Information

Clicking the information Menu item will display the current version of Pegasus XRL.

## 4.5 Show Toolbar



By clicking the Show Toolbar then the XRL menu disappears and creates a tool bar instead of a Menu bar.

## 4.6 **Options**

Clicking the options allows users to log on when Excel is loaded or wait and click the XRL Menu and select the Log On option.

The Logon at Startup configuration option is used to delay XRL XL automatically starting when Excel is opened. If the option is selected, as Excel starts the XRL XL logon dialog box is displayed. If the option is cleared, this delays the opening of the XRL XL program until you require it. You can logon to XRL XL by clicking the XRL menu item 'Logon'.

Options	
Logon at startup	<u>0</u> K
<ul> <li>Default Report Function Output as Formula</li> <li>Default Internal Definition File Name</li> </ul>	<u>C</u> ancel
Optimize Summary Link Formulas	
	XRL

Clearing the Logon at Startup option, and so delaying the logon procedure, may be advisable when XRL XL is used with other Microsoft Excel 3rd party add-ins.

## 4.6.1 Default Report Function Output as Formula

Notes

The configuration option defaults Detail Report and Summary Report definitions to be stored as formulas. On Options tab, Create Definition Formula is set to Y. By storing definitions as formulas they can be used in Drilldown operations.

Definition Report Style	e Options		
Show Message	Y Y	Create Definition Formula Y	
Direction	Own		
	C Across		
Save As			

#### 4.6.2 Create Default Internal Definition Files

The configuration option automatically generates an Internal Definition file for Summary Report, Detail Report and Macro Builder report definitions. The Internal Definition file name is based on the definition type and an incremented number from 1.

For example, SummaryReport1.

Internal Definition	Summary Report 1	
		Summary Report 1
External Definition		
-		

## 4.6.3 Optimize Summary Link Formula

Optimized Summary Links improves reporting performance. A collection of results are retained in memory so that they can be reused with subsequent Summary Link formulas. This only operates in the current session of XRL. Once XRL is exited, the in memory results are not returned.

When the worksheet is recalculated XL identifies unique Data Filter Items in the query definitions. Similar query definitions will be amalgamated to form a single query which is extracted and stored in memory. The data set covers the range of data required for reporting. Individual Summary Link formulas in the worksheet report from the extracted in-memory data set.

# 4.7 Fields4.7.1 Field Descriptions

There are some fields within Opera 3 / Opera II Enterprise that are codes – For example

#### **Nominal Class**

Description	Held in tables
Income	I
Expense	E
Assets	А
Liabilities	L
Capital and Reserves	С

These are held by the letters in the data tables. When these are viewed through Pegasus XRL then these are expanded to the full description.

These are indicated by the following icons:

Other fields that are affected include

- Sales Types
- Purchase Types
- Nominal Types
- Stock Types

#### 4.7.2 Stock Quantity Fields

There are some calculated fields within several key modules.

These fields are displayed as the name + '- formatted'. The fields will display the formatted quantities for factored items and are character output. They are held along side the numeric values. The numeric values will not be able to display the correct factored items.

For example	
Free Stock	56
Free Stock - formatted	5/6

Sales Invoicing SOP		
Transactions		
Line Quantity	Quantity Allocated SOP	Quantity Picked
Quantity Delivered SOP	Quantity Invoiced	Original Quantity

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POP Order Lines		
Quantity Required	Quantity Received	Quantity Invoiced
Supplier Products		
Last Quantity Del	Last Quantity Inv	Economic Quantity
Stock		
Stock Names		
Quantity In Stock	Free Stock	Quantity Allocated
Quantity On Order	Sales Order Quantity	WO Allocated
Vorks Order Quantity	Component WIP	
Fransactions		
Quantity	Quantity Moved	
quantity		
Batch No		
Batch Quantity	Moved Quantity	Return Quantity
Potok Culito		
Batch Splits Batch Part Quantity	Issue Quantity	RTV Quantity
Discard		
Stock Per Warehouse		
Quantity In Stock	Free Stock	Quantity Allocated
Quantity On Order	Sales Order Quantity	Reorder Level
Reorder Quantity	Minimum Stock	Per. Cur Issue
/O Allocated	Works Order Quantity	Component WIP
Fracking of Item		
ransaction Quantity		
Profiles		
ssue Qty Default		

## 4.7.3 Tables and where to find them

Notes

#### Cash Book

	Reference Link	Summary Link	Summary Report	Detail Report
Entries	v	×	×	~
Payee Names	v	×	×	~
Cash Book Types	<b>v</b>	×	×	<b>v</b>
Transaction Lines	x	~	~	~
Nominal Transfer Table	~	~	~	~

#### Nominal

	Reference Link	Summary Link	Summary Report	Detail Report
Accounts	~	~	~	~
Banks	~	×	×	~
Cost Centres	~	×	×	~
Types	~	×	×	~
Sub Types	~	×	×	~
Distribution	~	×	×	~
Factors	~	×	×	~
Report Keys	~	×	×	~
Nominal History	~	~	~	~
Nominal Department	~	×	×	~
Nominal Project	~	×	×	~
Notes	~	×	×	~
Budgets	×	~	~	~
Transactions	×	~	•	~
Calendar Header	~	~	~	~
Calendar Details	v	~	•	~
Set Options	v	×	×	~
Journal Header	v	~	•	~
Journal Details	~	~	•	~

#### Purchase

	Reference Link	Summary Link	Summary Report	Detail Report
Accounts	<b>~</b>	×	×	~
Lookup	~	×	×	~
Supplier Profiles	✓	×	×	~
Supplier Codes	~	×	×	~
Terms Profiles	✓	×	×	~

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Creditors History	<b>v</b>	V	~	<b>v</b>
Contact Attributes	~	×	×	✓
Reason	~	×	×	~
Contacts	<b>v</b>	×	×	~
Analysis	×	v	~	~
History	x	v	~	~
Transactions	×	~	~	~
Allocation	~	~	~	~
Nominal Transfer	~	~	~	~
Notes	~	×	×	✓
PIR Header	~	v	~	~
PIR Lines	<b>v</b>	<b>v</b>	~	~
PIR Match	v	v	~	~
Deallocation Headers	~	~	~	~
Deallocation Transactions	~	~	~	~

#### Sales

	Reference Link	Summary Link	Summary Report	Detail Report
Accounts	<b>v</b>	×	×	~
Lookup	~	×	×	~
Customer Profiles	<b>v</b>	×	×	~
Sales Codes	v	×	×	~
Terms Profiles	~	×	×	~
Debtors History	~	~	•	~
Analysis	×	~	~	~
Contact Attributes	~	×	×	~
Reason	~	×	×	~
Contacts	~	×	x	~
History	×	~	•	~
Transactions	×	~	•	~
Allocation	~	~	~	~
Nominal Transfer	~	~	•	~
Notes	~	×	×	~
Credit Management Diary Actions	~	~	~	~
Deallocation Headers	~	~	~	~
Deallocation Transactions	*	~	•	•

#### **Stock Tables**

	Reference Link	Summary Link	Summary Report	Detail Report
Names	v	×	×	<b>~</b>
Profiles	¥	×	x	~
Categories	¥	×	×	~
Price List	<b>~</b>	×	×	~
Price Details	<b>~</b>	×	×	~
Disc Matrix	<b>v</b>	×	×	~
Warehouse	¥	×	×	~
Notes	<b>v</b>	x	×	~
Works Orders	¥	<b>v</b>	~	~
Works Order Lines	<b>v</b>	~	~	~
Assembly Components	<b>v</b>	~	~	~
Transfer Table	<b>v</b>	×	×	~
Transactions	x	<b>v</b>	~	~
Batch No	x	~	~	~
Batch Splits	x	~	✓	~
Stock Serial No	x	~	~	~
Stock Per Whs	x	~	✓	~
Stock Traceable	x	~	~	~
Tracking Of Items	x	~	✓	~
GRNs	v	~	•	~
GRN Lines	~	~	<b>~</b>	~
RTVs	v	~	•	~
RTV Lines	<b>~</b>	~	~	~
Stocktake Profiles	¥	×	×	<b>~</b>
Historical Stock Valuation	~	~	~	~
Landed Cost Groups	~	~	✓	<b>~</b>
Landed Cost Types	~	~	~	~
Stock Matching	<b>~</b>	<b>v</b>	<b>~</b>	<b>~</b>

The CMATCH table can now be used in your queries and reports. The CMATCH table is a stock control table that matches references for Goods Received Notes (GRNs) to references for Purchase Orders -v1.47

#### POP

	Reference Link	Summary Link	Summary Report	Detail Report
Purchase Orders	~	~	<b>~</b>	~
Accounts	~	×	×	v
Supplier Products	~	×	~	~
Supplier Codes	~	×	×	~
Supplier Profiles	~	×	×	<b>v</b>
Terms Profiles	~	×	×	v
Lookups	~	×	×	~
Model PO	~	~	~	~
Model PO Lines	~	~	~	~
Order Lines	×	~	•	~
Document Headers	v	~	~	~

#### SOP

	Reference Link	Summary Link	Summary Report	Detail Report
Headers	<b>v</b>	~	~	~
Accounts	v	×	×	~
Customer Profiles	<b>v</b>	×	×	~
Price List	v	×	x	~
Price Details	~	×	×	~
Sales Codes	v	×	×	~
Terms Profiles	<b>v</b>	×	×	~
Lookup	v	×	×	~
Disc Matrix	~	×	×	~
Stock Names	v	×	×	~
Stock Profile	✓	×	×	~
Stock Categories	~	×	×	~
Stock Notes	~	×	×	~
Transactions	×	~	~	~

#### ECVAT

	Reference Link	Summary Link	Summary Report	Detail Report
Lookups	<b>v</b>	x	×	~
Commodities	v	x	×	~
Countries	~	×	×	~

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#### System

	Reference Link	Summary Link	Summary Report	Detail Report
Company Controls	<b>~</b>	×	×	~
VAT Rates	~	×	×	~
VAT Data Collection	~	×	×	~
Exchange Rates	~	×	×	~
Countries	~	×	×	~
Lookups (ECVAT)	~	×	×	~
Commodities	~	×	×	~
Notes	~	×	×	~
Contacts	~	×	×	~
Reverse Charge Sales List	•	×	×	~
Vat100 Online	~	~	•	~
VAT Data Collection	~	~	~	~

#### **Payroll Tables**

	Reference Link	Summary Link	Summary Report	Detail Report
Employees	~	~	<b>v</b>	~
Payroll NICs	~	<b>~</b>	<b>v</b>	~
Transactions	~	<b>~</b>	¥	~
Transaction History	~	<b>√</b>	✓	~
History	~	<b>√</b>	¥	~
Emp Pension Details	~	<b>~</b>	<b>v</b>	~
Emp Attach Orders	~	<b>~</b>	<b>v</b>	~
SMP Emp Details	~	<b>~</b>	<b>v</b>	~
SPP Emp Details	~	<b>~</b>	<b>v</b>	~
SSP Emp Daily Detail	~	•	v	~
SSP Employee QDs	~	<b>~</b>	~	~
Emp Tax Credits	~	<b>~</b>	v	~
P32 Transactions	~	<b>~</b>	~	~
P32 Payments	~	•	v	~
Groups	~	x	×	~
Departments	~	x	x	~
Profiles	~	x	x	~
Payments & Deduction	~	x	×	~
Pay Pension Schemes	~	<b>~</b>	<b>~</b>	~
Pay Pens Sch Payment	~	<b>~</b>	v	~
SSP QD Prof Header	~	<b>~</b>	<b>~</b>	~
SSP QD Prof Details	~	<b>~</b>	v	~
Bank Details	~	×	x	~
Options	<b>√</b>	<b>~</b>	<b>~</b>	<b>~</b>
Payroll Calendar	~	×	×	~
Funding Details	~	×	×	~
Audit Log	~	×	×	~
EMP Auto Enrolment	~	<b>✓</b>	~	<b>~</b>
NEST Group	~	<b>√</b>	<b>~</b>	~
NEST Payment Source	~	<b>~</b>	~	~

#### **Personnel Tables**

	Reference Link	Summary Link	Summary Report	Detail Report
Personnel Employees	~	~	<b>~</b>	~
Absence Records	~	~	•	~
Training Records	<b>v</b>	~	~	~
Discipline Records	<b>v</b>	~	~	~
Job Details	<b>v</b>	~	<b>v</b>	<b>v</b>
Salary History	~	~	•	~
Benefits	~	~	~	~
Employee Patterns	~	×	×	~
Absence Reasons	<b>v</b>	×	×	~
Training	~	×	×	~
Discipline	~	×	×	~
Jobs File	~	×	×	~
Ethnic	~	~	~	~
Marital Status File	~	×	×	~
Pattern Headers	~	×	×	~
Pattern Details	•	×	×	~
Bank Holidays	~	×	×	~
Audit Log	•	×	×	~

#### **Costing Tables**

	Reference Link	Summary Link	Summary Report	Detail Report
Batch Headers	~	×	×	<b>v</b>
Batch Details	×	~	~	~
Cost Codes	~	×	×	~
Cost Code Rates	×	~	•	~
Job Headers	~	×	×	~
Job Details	×	~	•	~
Contract	~	×	×	~
Costing Types	~	×	×	~
Department	~	~	~	<b>v</b>
Estimate Headers	~	×	×	~
Estimate Details	×	~	✓	~
Framework	~	×	×	~
Framework Details	×	~	✓	~
Rates	~	×	×	~
Subcontractors	~	×	×	~
Subcontractor Trans	×	~	~	~
Peoples Table	~	×	×	~
Work In Progress	×	~	~	~

Opera 3 / Opera II SQL only, the following unions:

- Sales Analysis and Sales History (SANAL and HSANAL)
- Purchase Analysis and Purchase History (PANAL and HPANAL)

#### **SPM Tables**

	Reference Link	Summary Link	Summary Report	Detail Report
Company Details	<b>~</b>	<b>v</b>	<b>v</b>	~
Contact Details	<b>~</b>	~	<b>v</b>	•
Activities	~	~	~	~
Sales opportunities	~	~	~	~
Referral Methods	~	~	~	~
Groups	<b>~</b>	~	~	~
Contact Addresses	~	~	~	~

#### Service Management

	Reference Link	Summary Link	Summary Report	Detail Report
Project Phase	~	~	~	<b>~</b>
Project Phase – Template Headers	¥	~	•	~
Project Phase – Template Details	<b>v</b>	×	×	~
Equipment Register	~	×	×	v
Equipment Components	~	<b>v</b>	~	<b>v</b>
Equipment Components Location Groups	•	×	×	~
Equipment Types	~	×	×	~
Helpdesk Calls	~	×	x	~
Help Equip Links	<b>~</b>	~	✓	~
Helpdesk Job Types	~	×	×	~
Helpdesk Call Accessories	•	×	×	~
Helpdesk Accessories	•	~	~	~
Knowledge Base	~	×	×	~
Period Item Links	~	×	×	~
Service Contracts	<b>~</b>	~	✓	~
Contract Items	•	~	•	~
Contract Periods	~	~	~	~
Contract Types	~	×	×	~
Contract Balances	~	×	×	~
Skills	~	~	✓	~
Service Areas	~	~	✓	~
Teams	~	~	<b>~</b>	~

#### **Fixed Assets**

	Reference Link	Summary Link	Summary Report	Detail Report
Assets	•	<b>v</b>	~	~
Asset Categories	•	~	~	v
Custom Field Values	•	~	~	~
Custom Fields	•	~	~	v
Category Groups	~	<b>v</b>	~	~
Insurance Companies	•	v	~	~
Locations	•	~	~	~
FA Nominal Transfer	•	~	~	v
Asset Locations	•	~	~	~
Transactions (FA)	•	v	~	~
Transactions Extra (FA)	•	~	~	<b>v</b>
Options	•	×	×	~

#### Landed Costs

Data tables that have either been added or modified for the Landed Costs feature in Opera 3 can be included in your queries and reports.

#### These are the new tables for Landed Costs:

Table Name	Caption	Description
CLNDCG	Stock LC Types	This table stores Stock Landed Cost Groups.
CLNDCT	Stock LC Groups	This table stores Stock Landed Cost Types.
CNXTRA	Stock Name Extra	This table stores various types of 'extra' information associated with a stock record.
CTXTRA	Stock Tran. Extra	This table stores various types of 'extra' information associated with a stock transaction record.

These are the existing tables that have been amended for Landed Costs:

These ar	e the existing t	ables that have	e been amended for Landed Costs:
Table Name	Field	Caption	Description
SEQCO	CO_USELC	Use Landed Costs	Stores the Landed Costs indicator for the company.
CNAME	CN_APPLYLC	Apply Landed Costs	Stores the Landed Costs indicator for the stock item.
	CN_LC	Unit Landed Cost	Stores either 'Average LC' or 'Standard LC' based on the stock item's profile.
	CN_LLC	Unit Last Landed Cost	Stores the unit Last Landed Cost
CSTWH	CS_LC	Unit Landed Cost	Stores either 'Average LC' or 'Standard LC' based on the stock item's profile (for this warehouse).
	CS_LLC	Unit Last Landed Cost	Stores Last 'unit LC' amount recorded via a receipt (for this warehouse).
CTRAN	CT_LC	Total Landed Cost	Stores the total LC for all LC types recorded against this transaction.
	CT_POREF	Purchase Order Ref.	If transaction is a receipt, this stores the Purchase Order the receipt originated from.
	CT_SHIPREF	Shipping Ref.	If transaction is a receipt, this stores the shipping reference for the item.
CBATCH	CB_LC	Landed Cost	Stores the unit Landed Cost for the Receipt that has been assigned.
CSERNO	CE_LC	Landed Cost	Stores the 'unit LC' for the Receipt that has been assigned.
CGHEAD	CH_SHIPREF	Shipping Ref.	If transaction is a receipt, this will contain the (optional) reference of the shipment the item was delivered in.
NPARM	NP_LCIN	LC In A/C	Landed Costs in Nominal Ledger account
	NP_LCOUT	LC Out A/C	Landed Costs out Nominal Ledger account
	NP_LCST	Stock LC A/C	Stock Landed Costs Nominal Ledger account
	NP_LCSUSP	LC Susp P+L A/C	Stock Landed Costs Suspense Nominal Ledger account (Profit & Loss)
	NP_LCSUSB	LC Susp BS A/C	Stock Landed Costs Suspense Nominal Ledger account (Balance Sheet)
CGLINE	CI_LC	Total Landed Cost	Total LC for a Goods Received Note (GRN) line.
ITRAN	IT_LC	Unit Landed Cost	Unit Landed Cost for SOP detail line.

#### Notes

# Accreditation Training Courseware

## 5 First Time Usage

## 5.1 First Time Usage

The first time Pegasus XRL is used in any of the Links or Reports the filter section appears as below

2				
ïlter ïlter From			Lock	_
	Filter From	Filter To	Value From	Value To
Product	XRL		XBL	
Table	Alle		700 E	

To select Opera 3 / Opera II Enterprise databases double click the word Product in the Filter Section.

If there are more than one Opera 3 / Opera II Enterprise System then they will be displayed here as separate products.

Product	Version	<u>0</u> K
XRL	6.2.4	 Cancel
Sage Line 50	01.001	
Opera II	05.002	<u>H</u> elp

To select a product double click the Opera 3 / Opera II XRL.

If the following screen appears then a user has been created without being allocated to Pegasus XRL.

? Product	Version	ОК
XRL	6.2.4	
Sage Line 50	01.001	<u>C</u> ancel
Opera II (Access Denied)	05.002	<u>H</u> elp

When the product has been selected the following screen appears. Double click the company row to select a specific company.

Notes

lter					_ [
Iter From	I		Loc	:k	
	Filter From	Filter To	Value From	Value To	
Product	Opera II Z		Opera II Z		
Company ID Table	2		2		
• 1					
		III		>	
				Show <u>D</u> etails	-

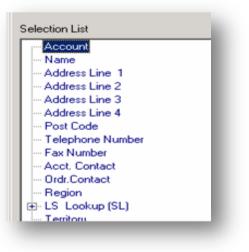
Once these settings have been selected they are remembered for the next time the user logs in.

The Product and the Company are called Super Fields. These fields in previous version of XRL, if changed would have purged settings from the form. Now they retain the settings when changed.

## 5.2 Selection Section

The Selection Section is a list of data items and their dependant tables available for selection. Items can be dragged into the Filter section to be filtered on or dragged into the Output section to be displayed. Once the items have been selected they are highlighted green.

Where there is a plus sign there are dependant tables. For example if the SL Accounts are chosen then there will be a Lookup with a plus by it this will give name descriptions of region and territory.



## 5.2.1 Standard Buttons

The definition form contains a number of standard buttons between the Selection List and Output window, these are explained below:

Not all buttons are available in the links and reports

Þ	Click to transfer all data items relating to the parent or dependent table to the Output window. (ALL)
41	Click to remove all data output items relating to the parent or dependent table from the Output window. (ALL)
≜	Click to promote the selected data output item to the top of the Output window. (ALL)
	Click to promote the selected data output item one step at a time in the Output window. (ALL)
•	Click to demote the selected data output item one step at a time in the Output window. (ALL)
₹	Click to demote the selected data output item to the end of the Output window. (ALL)
°Σ	Click to change the Extract Mode of the selected data output item. (Summary Link and Summary Report)
	Click to define or edit a user defined output item. (ALL)
A?	Click to open the Sorting dialog box and apply ascending or descending sort orders to data output items. (Reports)
Ŧ	Click Drilldown button to drill data without first outputting the data. (Summary Link, Summary Report)

#### 5.2.2 Output Section

The Output section allows users to display fields from the tables and fields in the Selection section.

## 5.2.3 Adding Output

The items to be included in as Output can either be double clicked when in the Selection section or dragged from the Selection section in to the Output section – Users must have at least one item from the Selection section.

Each selected item has a target cell. Once an item appears in this section the position that the item is displayed in the spreadsheet can be forced. If it is not forced then the default position is displaying in row formation. The default position for a Reference Link is vertical or across from the first position

Notes

To fix a display position in the spreadsheet - highlight the item then click in the cell on the spreadsheet. The cell position now appears next to the item.

## 5.2.4 Removing Output

Users can remove data items from the Output window in two ways: Drag the data item from the Output window to the Selection List window. Select the data item in the Output window and press the Delete key.

## 5.2.5 Output Sequence

The order in which the data items are displayed in the Output window determines the order in which they are output to Excel.

The data items can be rearranged by doing one of the following:

- Drag the item within the window.
- Click the 'Move Up' or 'Move Down' arrows to promote or demote the item one at a time.
- Click the 'Move to Top' or 'Move to Bottom' arrows to move the item to the beginning or end of the list.

Click OK once all has been selected.

The spreadsheet will have the new entry on the grid.

Notes

# Accreditation Training Courseware6 XRL Reporting Extraction Functionality

## 6.1 Query Wizard

The new Query Wizard assists users in creating queries. Once acquainted with the methodology, novice and experienced XRL users will be able to develop reports from within the four query definition forms.

et Query Type	Select a Query type to gene	rate your new report. Click the Help button for further information.
elect Product		
	🔿 Data Link	Only returns the value of a single record. A single formula can output multiple data items for that record.
	C Summary Link	Returns the balance of the filtered range. The output is calculated using the
	s Summary Link	returns the baahche of the intered ange. I the output is calculated using the selected Extract Mode such as Sun, Court, Distinct Court and Minimum. One formula can output multiple data items for the selected range of records.
	C Summary Report	Provides a summarized listing. There is one row in the report containing all the output data items for each summary level.
	C DataBased	
	Oetail Report	Provides a detailed listing. There is one row in the report for each record in your database.

The Query Wizard consists of a series of steps to define a query. There are six steps for formula link definitions and eight steps for report definitions.

Query Wizard does not support User Defined Output functionality.

To use the wizard users should start by selecting the type of definition and then continue by clicking the Next button.

The user is then asked which product they require – all linked products will be displayed.

	Select the Product on which you wish t	o base your report.	
et Query Type	Product	Version	
elect Product	XRL	6.3.1-2	
	Operations II	01.001	
	Opera II	05.003	
te jar <u>jar</u> jar 			

Select the product required and click the Next button.

Notes

🔀 Query Wizard - Deta	il Report				
	Select the 'Company ID'				
		Orior	vehicles Limited		
Set Query Type	Z	Сору	Company		
Select Product					
Select Company ID					
Select Table					
Select Output					
Set Filters					
Select Report Style					
Save Report					
• · · · · · · · · · · · · · · · · · · ·		Previous	<u>N</u> ext	Help	Cancel

The companies available in the selected product will then be displayed. Users must choose a company and select the Next button.

🕻 Query Wizard - Deta	il Report
	Select the 'Table'
Set Query Type Select Product	⊞ Cashbook           ⊞ Nominal           ಔ Purchase           ⊞ Sales           ⊞ Sock
Select Company ID	⊞ POP
Select Output Set Filters	B Personnel     Costing
elect Report Style ave Report	
	Previous Next Help Cancel

All the available modules within the product displayed. Users must open a module by selecting the + sign to display the corresponding tables.

Please note that only the tables that the user has access to will be displayed

uery Wizard - De	tail Report	
	Select the 'Table'	
Set Query Type	Cashbook	
elect Product	Purchase     Sales	
	SA / Analysis (SL)	
elect Company ID	SH / History (SL)	
roloot company ib	LS / Lookup (SL)	
Select Table	SN / Accounts (SL)	
Select l'able	SNO / Nominal Transfer (SL)	
	SAL / Allocations (SL)	
Select Output	SC / Customer Profiles	

Users should select the table by highlighting the table and selecting the Next button.

	From the Selection List, select a data	item you wish to displ	ay in yo	our report.	
uery Type	Selection List			Output Items	
	Post Code	~	₽	Item	Sort Nur
t Product	Telephone Number		•	SN\Account	
t Company ID	Fax Number			SN\Name	
Company ID	Acct. Contact			SN\Telephone Number	
t Table	- Ordr.Contact		•	SN\Acct. Contact	
a i dule			-	SN\Turnover	
ct Output	Region		-	SN\Current Balance	
ci o'uipui	E LS Lookup (SL)		<b>₩</b>	SN\Credit Limit	
Iters	Territory		°Σ		
R010	E LS Lookup (SL)				
t Report Style	Cust. Type				
	E-LS Lookup (SL)				
Report	Cust.Analysis				
riepoit					
	Last Invoiced				
	Last Received				
No. of Manager	Credit Limit				
	Order Balance				
and the second s	Chab Assessment	~		<	

In the following area, the fields from the tables are displayed. Select the fields required by dragging or double clicking them into the Output section.

NOTE: Limited options are available on the right click functionality, i.e. only the Extraction Modes are available.

Select Next to continue.

Any filters may be applied here. Users can drag fields, as chosen on the previous form, into the filter section.

Query Wizard - Detai	I Report Filters limit the results in your rep	ort. Each filter must have a	filter criteria. You can add a	additional filter items from	the Selection
Set Query Type	List.	Filter From	Filter To	Value	
Select Product		ł			
elect Company ID					
elect Table					
elect Output					
et Filters	Selection List			>	
elect Report Style	Post Code			<u> </u>	
ave Report	Fax Number Fax Number Acct. Contact				
				~	
		Previous	Next	Help 1	Cancel

Once a field is dragged into the filter section users should double click the fields to produce a browse form to select existing items from the table.

	Filters limit the results in y	our report. Each filter must have a	a filter criteria. You can a	add additional filter	items from the Selection	
	List.					
et Query Type		Filter From	Filter To	Value		
	Account					
elect Company ID						
elect Table	Account					
elect Output	Account	Name		~	<u>0</u> K	
	<all></all>	Select All				
et Filters	ADA0001	Adams Light Enginee	ring Ltd		<u>C</u> ancel	
	AHL0001	Abington Hire Limited				
elect Report Style	AL10005	Allip and Sons Limited	ł		<u>R</u> efresh	
	AND0001	Anderson Car Factors	: Ltd			
ave Report	BAR0001	Barto Williams Limited	ł		🔶 🗈	
	BOL0001	Bolton Computer Cen	tre		From	
	BRI0002	Bristol Leather Limited	ł			
	CAR0001	CarsMart			I	
	DGR0001	DGR Enterpises Ltd			To	
	ELI0001	Elite Vehicle Product	s			
	FBA0001	Francois Poggenpoel			1	

NOTE :No references to spreadsheet cells can be made by using the wizard

Select Next to continue.

If a report has been selected, then the following form is displayed:

	Apply a Report Style	e from the list below.					
t Query Type	Simple		▼ Preview				
lect Product	Formats to Apply		Description	Date	Number	Currency	Perc
lect Company ID	Vumber	✓ Width	Sales Account		1234.0	1618.00	
			Import	19/01/2005	-2500.1	-3141.59	
	✓ Pattern	<ul> <li>Alignment</li> </ul>	Export	30/11/2004	0.5	1414.21	1
			Bank Details	24/04/2005	99.4	2718.28	1
lect Output	I Font	Border	Other	29/04/2005	5.4	1202.05	8
			Total		-1160.8	3810.95	10
ve Report	Include Labels, Tot Uutput Table N Uutput Data Ite Totals Excel Pivot Tab	m Names	your report.				

If required, a style may be applied to the report. Select Next to continue.

et Query Type	Internal Definition	my report			
elect Product	internal Definition	July report			my report
elect Company ID	External Definition				
elect Table					
elect Output					
et Filters					
elect Report Style					
ave Report					
Sector Income					
		<u>P</u> revious	<u>F</u> inish	Help	<u>C</u> ancel

If the definition selected was a report, then users can chose to save the definition as an internal definition or external definition

#### Notes

NOTE : The definition for a workbook has now been labelled an Internal Definition and the setup file has been labelled an External Definition.

Select Finish to end the wizard.

## 6.2 Reference Link

- Reference Link will interrogate header tables only.
- Reference Link provides a dynamic link between Excel and Opera 3 / Opera II Enterprise tables.
- Data File Link only returns the value of a single record; however, a single formula can output multiple data items for that record.
- Users can create an Excel worksheet with detailed information relating to a single record from an Opera 3 / Opera II Enterprise Accounts table using Data File Link.

i.e. a search for customer details by entering a customer account number.

Once users have set up a worksheet using Reference Link they can easily edit the link from within the worksheet to immediately return the same set of information for a different account number.

What used to be Data Links (the function that retrieves values from a single record in the database) are now called Reference Links.

## 6.2.1 Creating a Reference Link

It is MOST important that when selecting any option on the XRL menu that the cell that the use is in is the cell that will be populated with information. Users cannot change this inside a XRL menu – if users have selected the wrong cell then close the option and select the correct cell and reselect the menu item.

Select an appropriate cell

Select the XRL menu and select the Reference Link option. The following form appears.

ter From	\$B3	ADA0001	Lock	
	Filter From	Filter To	Value From	Value To
Product Company ID Fable Account	Opera II Z SN \$B3		Opera II Z Accounts (SL) ADA0001	
ction List		1001	Output	Show Details
Region		•	Item	Target Cell
LS Lookup (SL) Territory LS Lookup (SL) Cust. Type LS Lookup (SL) Cust. Analysis Turnover Last Invoiced Last Received Current Balance Order Balance Stat. Account			SNVAdress Line 1 SNVAddress Line 2 SNVAddress Line 2 SNVAddress Line 4 SNVFoct Code SNVAcct. Contact SNVCcredit Limit	C\$4 C\$5 C\$6 C\$7 C\$8 \$8\$11 \$0\$13 \$0\$15
<u>H</u> elp		<u>0</u> K	Cance	NRL 🗱

Note: All mandatory items are in bold – Product, Company ID, Table.

The form has three sections: - Filter Selection and Output.

The Output and Selection list can be hidden by un checking the Show Details check box. This allows users to see more of the filter section.

### 6.2.2 Filter Section

The Product is Pegasus and Value From is Pegasus XRL. This has to be selected first but after selection this will not change. To select the Product and Value double click on each line and choose Pegasus then Pegasus XRL respectively.

The company ID is also remembered but can be changed depending on the company ID required. To select a Company ID double click on the Company ID and select a new company from the list. This list will display companies that are available.

After selecting the company, the tables to be used must be selected. Double click on the Table and select the Module. Double click on the + sign to list available tables.

Table	
	<u>o</u> k
💵 - Cashbook	
🐵 - Nominal	<u>C</u> ancel
🐵 – Purchase	
Sales	Favourites
LS / Lookup (SL)	
SN / Accounts (SL)	<u></u>
SC / Customer Profiles	
-SS / Sales Codes	
SR / Terms Profiles (SL)	
- SI / Debtors History	

Double click the table required to report on, or click once then click OK.

By right clicking on the table name an Add option appears. This allows users to add a table to a favourite area. This favourite is then available in all of the links and reports where tables are selected.

Notes

Once the table has been selected then the Selection section is populated.

Data Link					
Filter	400				
Filter From	\$B3	ADA0001	Lock		
	Filter From	Filter To	Value From	Value To	
	Opera II		Opera II		
Product					
	Z		Z		
Product Company ID Table			Z Accounts (SL)		

### 6.2.3 Filtering

An item from the Select section can be dragged up to the filter section. The user is then able to filter for a specific item. The user can either use a specific item chosen from the data base or a reference on the spreadsheet.

When selecting a spreadsheet reference, by hitting F4 the cell reference can be made absolute (Fixed Column - \$B3).

The Show Details check box maximises the filter area and hides the selection area.

The position in the spreadsheet will be the place where the user wishes to identify the item to be displayed i.e. ADA0001

The Filter window can be used to apply further filters and refine the data to be extracted.

To apply a filter users can do any one of the following:

- Click the data filter item and use the Filter field assist button to enter filter values.
- Click the data filter item and manually enter the values in the Filter fields.
- Double-click the data filter item, enter values in the relevant dialog box fields and click OK.
- Click the data filter item and select a cell on the Excel worksheet. To indicate that the value in the Filter field is an Excel cell reference, the background in the Filter field displays in yellow.

Filter				
Filter From	\$B3	ADA0001	Lock	
Product	Filter From	Filter To	Value From	Value To
Product Company ID	Opera II Z		Opera II Z	
Table	ŚN		Accounts (SL)	
Account	\$B3		ADA0001	

• Click the data filter item then double-click in the Filter field to display a list of Excel Names and select the required named range. To indicate the value in the Filter field is an Excel named range the background in the Filter field is displayed in yellow.

Remove a non-mandatory filter by dragging the filter data item back to the Selection List window or select the data filter item and press the Delete key.

Removing a mandatory filter only removes the filter values not the data item.

### 6.2.4 Editing a Reference Link

To edit an existing Reference Link there are two methods.

- Double click in the cell where the formula exists. The formula is defined with a prefix =AG\_DTLK(.... The Reference Link form will then appear. Any editing will be saved if the OK button is selected. To avoid saving changes select the Cancel button.
- Highlight the formula where the Reference Link is stored. Go to the XRL menu either on the tool bar or Right click and select the Reference Link. The Reference Link form will then appear. Any editing will be saved if the OK button is selected. To avoid saving changes select the Cancel button.



## 6.2.5 Automatic Filter Lookup (AFL)

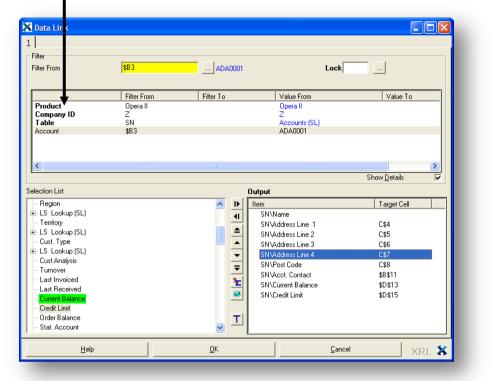
The Automatic Filter Lookup associates a cell reference, used as a filter for a report or link, with the filter data item lookup list.

In other words if a filter field is used and referenced to an Excel cell then by double clicking the Excel cell the content of the field is displayed in a Lookup Table.

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### **Create Filter Field**

Using the example above with the customers account used as a filter in the Reference Link we can demonstrate the usefulness of the AFL.



Use Cell Double click the Excel cell

A list of content appears.

The user can select any item and it will populate the original field.

The workbook may need to be recalculated to change the Reference Link.

Gosfo Gosfo
North         Account           NOrth         Aclount           AL10001         AHL0001           AHL0005         AND001           Miller         AND001           BAR0001         BOUL0001           BR10002         CAR0001           DGR0001         FRA0001           BR10002         CAR0001           HAR0001         HAR0001           HAR0001         HJA0001

## 6.3 Summary Link

Summary Link can be used to extract both balances and reference information in various extract modes from Opera 3 / Opera II Enterprise data into multiple cells within an Excel worksheet.

Summary Link maintains a dynamic link to Opera 3 / Opera II Enterprise modules. The link is represented by a formula retained in a cell within an Excel worksheet, which can be saved with the worksheet and copied to other locations in the worksheet.

Summary Link returns the value of the selected range to a single cell. A formula can output multiple data items for that range of records.

Once worksheet has been set up a using Summary Link, the formulas can be edited within the definition form to return the same information against different data. The initial cell cannot be changed inside a XRL menu – if the wrong cell has been selected then start again.

### 6.3.1 Creating a Summary Link

### Filter

A Summary Link has almost the same form as the Reference Link except that the filter allows a 'To' and 'From' for certain fields. By dragging an item from the Select section into the Filter section a 'To' and 'From' box appears. There is browse button by the Filter From – this will browse the contents of the item.

The table items that can be selected are different from the Reference Link – See 'Tables and Where to find them'. They are usually just the transactions – the top level tables i.e. sname, pname tables etc and are available beneath these tables as dependants.

Summary Link				
- I Filter Filter From Filter To			Lock	
Product Company ID Table Account	Filter From Opera II Z ST	Filter To	Value From Opera II Z Transactions (SL)	Value To

Once a table has been selected then filtering can be applied

Again the user may select a specific item within the database or a cell reference from the spreadsheet.

The same rules apply that by using the F4 function key the cell reference can be fixed.

#### Locking Cells

This function allows the user to lock cells with Reference Link, Summary Link or Setup File formulas from recalculating. This prevents any recalculation from occurring.

The Lock field on the Definition form must be set to Y to lock the field. The valid values are Y or N; these fields can be entered in the Lock field or a named range or Excel cell reference may be used.

Opening a Reference Link or Summary Link Definition form that is locked will reextract the value.

**Hint:** Locking cells where the data should not change. This will reduce extraction time because every formula is a read of the database. If the data does change re-extract by opening the definition form and running the extraction.

### 6.3.2 Extract Modes

#### Definition

The extract modes allow users to use mathematical functions in the output to Excel.

traction Type	×
Σ Sum	<u>o</u> ĸ
✿ Count ■ Minimum	Cancel
T Maximum	<u>H</u> elp
	🗖 Reverse Sign
	Scaling Factor
	/100 🗨
	XRL

The extract modes are:

None, to output each data item record without an extract mode. This extract mode is only available in Summary Links and Reports.

- Sum, output the sum of the values in a column for all rows.
- Count, output the number of rows.

- Minimum, output the smallest value in a column for all rows. If the column is non-numeric, the output is the lowest entry based on a collating sequence. For example, if the column contains names, the output is the first name alphabetically.
- Maximum, output the largest value in a column for all rows. If the column is non-numeric, the output is the highest entry based on a collating sequence. For example, if the column contains names, the output is the last name alphabetically.
- <sup>[0]</sup> Segments, allows extraction of part of a field. The start and end position must be defined to extract the particular section. This is only available for text items

### Default Extract Modes

Data items transferred more than once to the Output window are displayed with the next available extract mode. For example, the first time 'Account' is added to the Output window no icon is displayed as None is the default extract mode for non-value or quantity data items. A second 'Account' data item output item automatically displays the Count extract mode and if 'Account' is added a third time, the extract mode is Minimum.

### Editing Extract Modes

Edit extract modes either by selecting the data output item users want to edit and click the Extract Mode button **E** or double-click the data output item then select the extract mode required.

An extract mode can only be used once against the same data item; the Extract Mode dialog box only displays the available extract modes for the selected data output item.

### Scaling Factor

Scaling Factor		
	J	
/10	-1/2	
/100		
/1000		
/10000		
/100000		
/1000000		
/10000000		

Scaling Factor performs a simple arithmetic operation on the extracted value. There are seven predefined settings from /10 to /10000000 which divides the extracted amount by factors of 10. One such use is changing units, for example \$12 000 000 to \$12M, in executive summary reports.

Additional Scaling Factor measures can be appended to the list by typing them into the box. For example, specifying a currency exchange rate. Assume 1 EURO = \$ 1.215 USD. By entering the Scaling Factor '\*1.215' the extracted Euro value is converted to US dollars and inserted into the worksheet cell.

Scaling Factor does not perform any rounding so fractions are retained, e.g., 1354.5658 with a Scaling Factor /100 becomes 13.545658. To change the number of decimal places visible in a cell please refer to Formatting Cells in Excel.

For accuracy, Scaling Factor is performed on the final summary result rather than the individual transactions. Unlike a similar User Defined Output formula, Scaling Factor calculations are by completed by the server and not the client PC to maximize performance.

Notes

**NB:** choose scaling factor 10,100 or 1000 & run the report the user may notice the cell shows a value of zero.

This appears to be a database driver issue. After some testing, this exhibits all the same behaviours that were encountered with some some standard fields in the datalink. i.e. Where the system scales most of the other value fields to the correct number of places, the original implementation that divided by 10<sup>decimals</sup> failed, but multiplying by 0.1<sup>decimals</sup> worked.

This is a known issue with the VFPODBC and VFPOLEDB database drivers, but not actual VPF applications. It is unlikely to be addressed by Microsoft as they are not developing these drivers any more.

The workaround is to type \*0.01 into the scaling box instead of choosing /100. etc.

### 6.4 Summary Report

Summary Report can be used to extract summary details and reference file information from Opera 3 / Opera II Enterprise tables into an Excel worksheet.

After Pegasus XRL has generated the values for the worksheet these apply all the usual Excel facilities, including charts, graphs, filter and pivot. These can be save, printed and exported would any other Excel worksheet.

Unlike Summary Link, the information extracted from Opera 3 / Opera II Enterprise files using Summary Report does not reflect Excel formulas and permanent links to the Opera 3 / Opera II Enterprise files are not retained.

### 6.4.1 Definition

### Filter Section

The filter section has similar tables to the summary link. Again the dependant name tables can be selected from within the transactions tables.

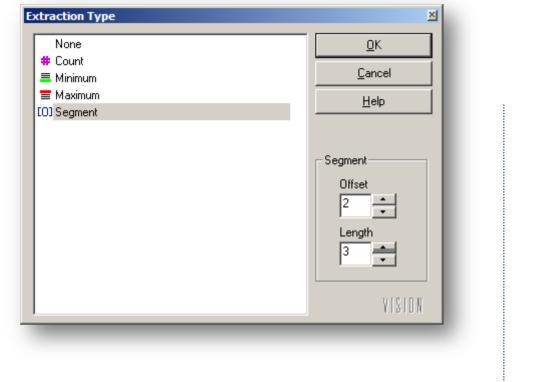
### Select Section

The select section is almost the same as the summary and Reference Link. The only exception is the numerical items – these are in red. They will be summarised in the output section.

#### **Output Section**

Items are selected in the normal way. As soon as they are transferred in to the output section then any items that are numeric are calculated. Any numeric items will be automatically summed. If the user wishes to use the Extract Mode such as Count, Distinct Count and Minimum and maximum then these can be applied to any item.

User defined calculations are also available.	
To apply an extract mode either Double click the required item Highlight the item and select the extract mode icon.	Output       Item       PH\Account       PH\Date       +       PH\Supply Account       PH\Date
Selection List Date Reference Analysis Code P Supply Codes	
Supplier Type Supplier Anal Code Value Advanced Job	The item will be displayed in red because it is a numeric field in Opera 3 / Opera II Enterprise.
Phase Cost Code Job Line <u>H</u> elp Setup <u>F</u> ile <u>W</u> orkbook F	
	e available extraction types for a particular then the form will not display a sum icon.
	t using Summary Link, they can edit the turn the same information against different
Segment allows users to pull out segme For Example Field = Adams Light Engineering Segment Offset = 2 Length = 3 Result = dam	ents from a string.



### 6.4.2 Report Style

Summary Report summarises using output data items without an Extract Mode or with a Non-Statistical Extract Mode. It also has the use of a second Tab. This will allow users to format data and save the formatting to a file to use on another worksheet. The second tab – Report Style allows us to format the output.

🛃 Summary Report		
Definition Report Style Options		
	gner	

This allows the user a selection of preformatted styles – to use click the Report Style option button required:

None

To apply no style.

Auto Format

To apply the selected auto format.

• Designer

To apply a design. If a design exists, the Designer area displays a green circle; otherwise a red circle is displayed.

Simple	T	Preview				
Formats to Apply		Descri	ption Date	Number	Currency	Percent
Number	🔽 Width		count 10/12/2004		1618.00	24%
Pattern		Import	19/01/2005		-3141.59	-31%
Pattern	🔽 Alignment	Export	30/11/2004	0.5	1414.21	13%
	Border	Bank De	tails 24/04/2005	99.4	2718.28	13%
🔽 Font	I▼ Border	Other	29/04/2005	5.4	1202.05	82%
		Total		-1160.8	3810.95	101%
Output Table Nan		<ul> <li>Totals</li> <li>Excel Pivot Ta</li> </ul>	ble			

To apply an auto format:

Click the Auto Formats down arrow to display the format drop-down list.

Click a format. A preview is displayed in the preview window below.

Select one or more of the Format to Apply check boxes to customize the auto format.

**Note:** The style check box, None maintains any Excel format in the worksheet and the auto format option, None formats deletes any Excel formatting.

#### Edit

By selecting the edit button any of the formatting can be changed.

#### Delete

By selecting the delete button the design can be deleted.

### 6.4.3 Totalling

When extracting a summary or detailed report, a totals checkbox is included. This will total value fields on the report. The default setting is to include totals.

Only Numeric / Currency fields will be totalled. All Numeric / Currency fields will be totalled.

#### Output Table Names

The names of the parent and dependent tables from which the information is extracted are output to the first row. The default is to output table names.

#### **Output Data Item Names**

The names of the data items that are extracted are output to the second row. If this check box is clear the names are output to the first row. The default is to output data item names.

### 6.4.4 Excel Pivot Tables

If the Excel Pivot table is checked then the output will be to a new sheet and an Excel Pivot Table will be created.



When returning to Excel a new worksheet is created and the Excel PivotTable Field List appears with the PivotTable menu.

<u>⊠</u> M	licros	oft Ex	cel - f	red.xl	s									
8			View			Format	<u>T</u> oo	ls [	jata Vi <u>s</u> ion	Window	<u>H</u> elp Ad	o <u>b</u> e PDF		
D	<b>2</b>		3 🔁	6	Q.	ABC 📄	) @ (	Ж	🖻 🖻 - 🚿	10×0	- 0	$\Sigma \cdot \mathbf{A} \downarrow \mathbf{Z} \downarrow$	1	00% • 🕐
Ari														
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1				_		-		-	_		_			-
2			î —		1			Piv	otTable Field	List	▼ ×			
3								Dra	ag items to the	PivotTable re	eport			
4									-		·			
5								1	Cost Cent	re				
6									- E Value					
7														
8														
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10														
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13								11						
14								11						
15								11						
16					_			-11-						
17														
18					-			A	dd To Row	Area	-			
19														
20			_											
21				Pivot1	Table					-	×			
22				PivotTa	able -	1		9.9		🖃 🗣 🖪	3			
23					-						_			
24					-									
25					-									
26 27					-									
1		_	-		-		-	_	1				1	-

The grid in A1:B2 will allow users to drag in the XRL fields.

### 6.4.5 Options

Definition       Report Style       Options         Show Message       Y       Y       Create Definition Formula       Y       Y         Direction       © Down       C       Across       Y       Y       Y       Y         Save As       Internal Definition       Summary Report 1	
Direction C Down C Across Internal Definition Summary Report 1	
C Across Save As Internal Definition Summary Report 1 Summary Report 1	
Save As Internal Definition Summary Report 1	
Internal Definition Summary Report 1	
Summary Report 1	
External Definition	
XXRL Help OK Car	

#### Show Message

Use this to indicate whether to display Pegasus XRL messages. The default entry is Y-Yes to show all messages. See the topic Viewing Function Messages.

#### Direction

Select a Direction to display the information down or across the worksheet.

The default entry is Downwards. This will display the report each record in a new row.

Using the Across option the records are displayed in each column.

#### **Create Definition Formula**

Setup File Formulas allow users to use Pegasus XRL Recalculation functions or Excel recalculate to re-extract previously saved Detail Report and Summary Report reports without opening the definition form.

When using a Detail Report and Summary Report, a formula can be created and stored in the cell at the top left hand corner of the output. The Setup File formula contains the information required to run the Workbook or Setup file.

By double-clicking the cell containing the formula opens the relevant definition form for the Workbook or Setup file. Amendments to the definition form, and reextraction, clears the previous extraction prior to outputting the new information.

This option is set to yes by default. Cell references or Named Ranges can also be used in the formula field.

**Note:** Unless a YES is selected none of the reports will be able to be edited and any changes will have to be recreated with a new report.

## 6.4.6 Saving a Definition

Summary Report				
Definition Report Style	Options			
Show Message	Y Create	Definition Formula	Y Y	
Direction	• Down			
	C Across			
Save As				
Internal Definition				
E. ID.C.Y.	C:\definitions\External Definition.adb			[[[]]]
External Definition	U: Aderinitions \External Derinition.adb	0	\definitions\External Defi	ilion adb

The report designed can be saved to be recall at a later date. The report can be saved in two ways:

- External Definition this saves the report as an external file (used to be called Setup File).
- Internal Definition this saves the Setup details inside the Excel workbook (used to be called Workbook File).

### 6.4.7 External Definition

An External Definition file saves the report design out side of the Excel Workbook.

#### Saving

To save the External Definition file:

Click the External Definition assist button. The Save External Definition dialog box is displayed.

Enter the full path and file name in the File name field then click Save and run the function.

Users can also right-click the assist button to select from the last External Definitions used.

External Definition are automatically appended with the correct extension if there is no extension or an incorrect extension is entered.

Users are warned if a Setup file is not saved before they run the function. If the file is no longer required, Click Yes to continue with the function without saving the settings, or No to return to the definition form to save the file.

The table below displays the file name extensions used by each function External Definitions within Pegasus XRL.

Notes

Function	Extension
Summary Report	ARB
Summary Report	ADB
Detail Report	ATB
Macro Builder	AXB

### **Opening External Definition**

From the Definition Tab select the Load Definition button

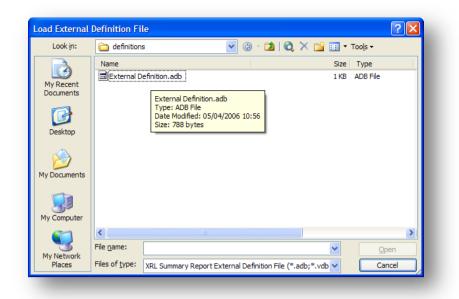
			Sort Number	
<b>•</b>				
-				
=				
32				
<u>2</u> ?				
Ţ				
	Help	<u>0</u> K	Cancel	

Once clicked the following form is displayed

🐓 File Type	Description	<u> </u>
nternal Definition	Load a query definition from the	
External Definition	Load a query definition from the	<u>C</u> ancel
Definition Template	Load a query definition from the	
c 1 m		XRL

To load an External Definition highlight the External Definition line and select OK.

**NOTE:** A Definition Template is a query template and can be loaded from within the load definition form



A Load External Definition browse form appears and users can select an existing External Definition file.

### **Deleting a External Definition**

Users can delete Setup files by right-clicking the file then clicking Delete in the Open External Definition or Save External Definition dialog boxes when opening or saving External Definition.

Look in:	a definitions	💌 🎯 - 🗖   😋 🗙 🞽	•	Too <u>l</u> s -
My Recent Documents Desktop IV Documents My Computer My Network Places	Image: Control of the second secon	ion adh         Select         Open         Image: Select control of the select control o	Size	Type ADB File
		Properties	-	

### 6.4.8 Internal Definition

For functions that can have definition form entries saved as an External Definition, users can also save the entries to the workbook. Internal Definitions have no extension. Internal Definitions are given a default file name, this can be edited or left as it is or deleted.

Save Internal Definitions

Save an Internal Definitions when the Internal Definition button is displayed on the definition form tab.

To save definition form entries to a workbook:

Click in the XRL Internal Definition field and do one of the following:

Type in a file name.

Use cell references or names. Double-click in the Internal Definition field to display the Names dialog box. Double-click the Excel name required or click the name and click OK.

now Message	Y Y	Create Definition Formula Y
irection	Own	
	C Across	
ave As		
ternal Definition	My Internal Defintion	
	4	My Internal Definition
ternal Definition		

If an Internal Definition already exists, click the Internal Definition assist button. Type or click a file name then click OK. The file name is transferred to the field.

**Note:** If no Internal Definition exist, a no data message is displayed. Click OK and use another method to save the entries to the workbook.

Click OK to run the function. The Internal Definition is now saved.

Opening an Internal Definition

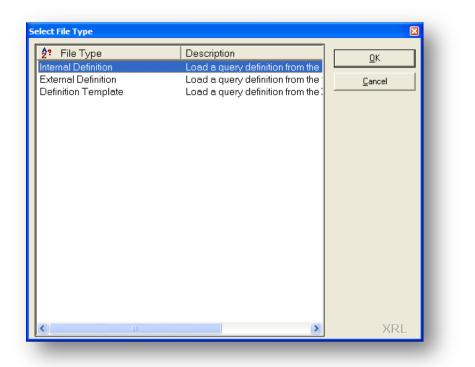
To open a Internal Definition:

Click the Internal Definition assist button or the Internal Definition button to display all Internal Definition used for the active function.

<ul> <li>NK Banks</li> <li>Type</li> <li>NY Type</li> <li>NS Sub Types</li> <li>Account Description</li> <li>Distribution Account</li> <li>Summary Transfer</li> </ul>		милтуре		:
<b>X</b> XRL	Load Definition	<u>H</u> elp	<u>0</u> K	<u>C</u> ancel

**Note:** A list of previously saved Internal Definition display in alphabetical order rather than the sequence in which they were created.

Highlight the Internal Definition line and click OK or double-click the required line.



A dialogue box will appear displaying all the Internal Definitions available within the worksheet.

RL Summary Report Internal De	Summary Report Internal Definition File			
() ()		<u>0</u> K		
My Internal Defintion	adb	<u>C</u> ancel		
		<u>H</u> elp		
		XRL		

If no definitions exist the following dialogue will appear.

XRL	
No Internal Definition Fi	les found.
OK	

Deleting an Internal Definition

To delete an Internal Definition must be done via the function launcher.

## 6.5 Detailed Report

Detail Report provides a detailed listing from the Opera 3 / Opera II Enterprise database into an Excel worksheet. There is one row in Excel for each record in the Opera 3 / Opera II Enterprise database.

Detail Report does not retain a dynamic link to the database therefore the function must be re-run if data in the database changes. The report definition can be saved as a Setup File or Workbook File not a formula.

If a Setup File Formula is set to Y on tab 2 of the Definition Form, then the report can be run using the Pegasus XRL Recalculate functions.

### 6.5.1 Definition

### **Filter Section**

The tables allowed for selection are more detailed than any other area – hence Detailed Report.

All of the tables that were available in the other Links and Reports are available through the Detailed Report.

A To and a From selection are allowed.

These can be cell references or items selected from the fields within Opera 3 / Opera II Enterprise.

Detail Report		<b>▶</b>		
Definition Report Style	Options			
Filter Filter From				<u>a</u>
	Filter From	Filter To	Value From	Value To
Product Company ID	Filter From Opera II	Filter To	Value From Opera II	

Select Section

Selection List	
Account	<b>A</b>
🗄 AY Cashbook Types	
Cost Centre	
🗄 NK Banks	
Cashbook Type	
- Entry Number	
- Reconcile Number	
Reconcile Date	
- Last Posting Date	
- From Statement	
- To Statement	
- Statement Line	
- Entry Reference	
Value	<b>•</b>

The selection section lists all the items available including all dependant files.

## 6.5.2 Output Section

Notes

Item     Sort Number       AE\Account     AE\Cost Centre       AE\Walue     AE\Entry Number       AE\Batch ID - ECB     AE\Batch ID - ECB	-
AE\Account     AE\Cost Centre     AE\Value     AE\Value     AE\Entry Number	
AE\Cost Centre AE\Value AE\Entry Number	
AE\Value AE\Entry Number	
AE\Entry Number	
▼ AE\Batch ID - ECB	
	_

Note that there is no summary function in Detailed Report.

The fields can be sorted using the sort extract mode.

A drill down can be obtained using the drill option.

A user defined field can be applied.

### 6.5.3 Report Style

The second tab allows us to format the output as in the Summary Report.

		Prev	view					
imple								-
Formats to Apply			Description	Date	Number	Currency	Percent	
Number	🗹 Width		Sales Account		1234.0	1618.00	24%	
Pattern	🔽 Alignment		Import	19/01/2005	-2500.1	-3141.59	-31%	
I♥ Fattern	N Alignment		Export	30/11/2004	0.5	1414.21	13%	
✓ Font	Sorder		Bank Details	24/04/2005	99.4	2718.28	13%	
I♥ FUR	Dorder		Other	29/04/2005	5.4	1202.05	82%	
			Total		-1160.8	3810.95	101%	
Output Table N			otals xcel Pivot Table					
Output Table N								

## 6.5.4 Options

#### Notes

now Message	Y Y	Create Definition Formula Y	
irection	Own		
	C Across		
ave As			
ternal Definition	Detail Report 1		
		Detail Report 1	
xternal Definition	~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~		

## 6.6 **Product View**

When a profile has attached Product Views, they will only take effect when the user attached to the profile next logs on.

Once logged on, when the users view a table with a Product View assigned to their profile they will only see the tables set in the Product.

ter				
ter From	Opera II	Opera II		🔒 N 🔜 N
	Filter From	Filter To	Value From	Value To
Product	Opera II		Opera II	
Company ID Fable Account	Z SH C\$4	C\$4	Z History (SL) ADA0001	ADA0001
		*		
ection List			Output	
			•	
- Account - SN Accounts (SL)		41	Item	Sort Number
- SN Accounts (SL) - Date			SH\Product Code	
- Date - Reference			SH\CN#2\Description	
Type			SH\Value     SH\Cost Price	
Analysis Code		<b>_</b>		
Region			∑ SH\Quantity ■ Var	
Territory		<b>–</b>		
Customer Anal Code		2	📾 Margin	
Value Quantity Product Code				
CN Names (Stk)		Ŧ		

The view above is a restricted view of the Sales History table.

To view the full list of tables right click on any field and select Show Hidden Items.

Notes

Acco ±-SN /	Filter	
Date	Output	
Refe	Find	F5
Туре	Find Next	F3
Anal	Collapse All	
Regi	Expand and Show Select	ed Items
- Terril	Show Hidden Items	N
- Custor	ner Anal Code	K
Value		
Quant	ity	

Each time a user edits the report or link the full list will now be displayed.

To view the restricted list again right click on any field and select Hide Items. This will hide all the items until the Show Hidden Items is selected again.

The Show Hidden Items will only work if this has been enabled within the Profile assigned to the user.

## 6.6.1 Right Click- Output Section

On Right Clicking on a field in the Output area of any of the Reports, Cube, and Links the following menu appears.

ltem		Sort Num
SAVAcco	ount	
SA\Tax	Point	-
Negative Designation	SA\Tax Point	
	Split Date	
	Combinations	
	Extraction Type	
	Move Up	
	User Defined Output	
	Sorting	
	Delete	

The menu will change depending on the type of field that was selected.

#### **Field Name**

Displays the field name

### Split Date

This allows users to break down the date in to its individual components, Year, Quarter, Month, Day

 Tax Point
 QK

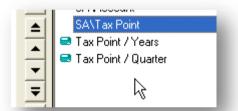
 Tax Point / Quarter
 QK

 Tax Point / Months
 Qancel

 Tax Point / Weeks
 Tax Point / Weekday

 Tax Point / Day of Month
 Tax Point / Day of Year

By Selecting the Years and Quarter check box new fields will appear.



These formulas can be edited by double clicking the fields.

🛤 User Define	d Output
Description	Tax Point / Years
Output Forma	at Tables
Formula	
	ax Point}) then Part("yyyy",{SA\Tax Point}) "Year
Else Result=0	Ι
End If	

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#### Combinations

The results of a combination will always product text but do allow users to pick any field regardless of data type and combine fields together.

□NA\Account □NA\Cost Centre

It displays the available fields for combination.

Once the fields have been selected then a User Defined Field is created with the fields added together.

Item	Sort Number
NA\Bal.Period 1	
NA\Bal.Period 2	
NA\Bal.Period 3	
NA\Account+NA\Cost Centre	

If used in Summary Link or Report then numeric values are not available to combine. If the combination is deleted then the original fields will have to be dragged back into the Output section.

### **Extraction Type**

Displays the available Extraction types for use against the field. Although it will show extraction types or Sum, Min, Max and Count only in Summary Link and Summary Report it will also show 'Segments' in all the Links and Reports.

#### Move Up /Down

Move the field either up or down in the list of Output fields.

### 6.7 User Defined Output

Creates a blank User Defined Output. - (ADVANCE XRL COURSE COVERS THIS IN GREATER DETAIL).

Within XRL there is the ability to not only get fields from Opera 3 / Opera II Enterprise but to create formulae resulting in user defined Outputs (UDO). UDOs can be filtered

### 6.7.1 Limits

A UDO cannot be sorted.

UDO Exclude / Include can only be used in the reports – not the links.

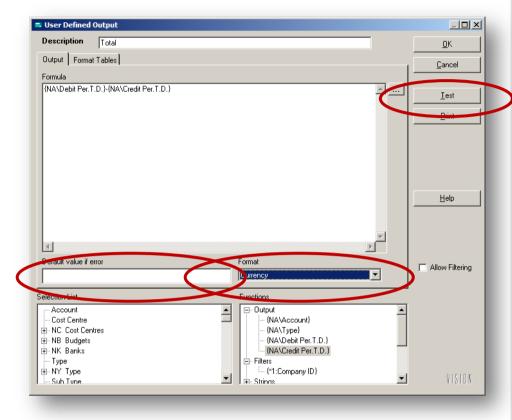
Allow filtering check box is uncheck automatically – if users want to filter on a UDO then the filter box must be checked

## 6.7.2 Creating a UDO

Notes

To create a User Defined Output click the icon **from** the centre tool bar. To edit a User Defined Output highlight the field created and then select the User Defined Output icon.

To create a brand new UDO ensure that users do not have a UDO highlighted. Then select the UDO icon.



Once opened the following form appears. Anything in bold is mandatory. To use an Opera 3 / Opera II Enterprise data field in formula simply double click or drag the field from the Selection List into the Formula area

Formulae can be as simple as adding two fields together or more complex IF or CASE statements.

#### **Saving User Defined Output**

A User Defined Output can be saved to a file so it can be re-used in other reports. The Import and Export buttons are located on the User Defined Output Dialog box.

Summary Link and Summary Reports

User Defined Outputs can only perform calculations on the final data set returned from the Database server.

For this reason care should be taken to understand the data being returned when using UDOs with Summary Link and Summary Report queries, specifically:

- UDO calculations are only on the final data returned from the Server.
- Filters on UDOs are only on the final data returned from the Server (UDOs are not server side cursors).

These issues do not apply to Data Link or Detail Report queries that incorporate UDOs since no aggregations are made on the Database server.

Basically this means that for multiple lines the summarization is occurring at the wrong stage for certain requirement,s however this is one of 2 valid methods of maths.

The way that XRL calculates User Defined Output fields is looking like it is causing an anomaly that means the totals are wrong in a Summary Report & Summary Link – but this is the way XRL has been coded to work.

i.e. if 2 Purchase Order lines are filtered (as below)

Order 123 - 20 Ord. - 10 Rec. @ £8 each

Order 456 - 20 Ord. - 10 Rec. @ £2 each

The total should be  $((20-10)^*8)$ +  $((20-10)^*2)$  meaning the overall total should be 80+20 =100

XRL Summary Report/Link is working it out thus;

Order 123 - 20 Ord. - 10 Rec. @ £8 each Order 456 - 20 Ord. - 10 Rec. @ £2 each

@ £2 each

20 \* £10 =£200

Example Select... SELECT (do\_reqqtydo\_recqty),((do\_reqqtydo\_recqty)\*do\_price),\* FROM doline WHERE do\_dcref="POR00063" OR do\_dcref="POR00075"

and then try the SUMMARISATION as follows...

SELECT SUM((do\_reqqtydo\_recqty)),SUM((do\_reqqtydo\_recqty)\*do\_price)) FROM doline WHERE

do\_dcref="POR00063" OR do\_dcref="POR00075"

(tested with OII data )

User Defined Output			
Description			gs. [
Output   Formal Tables			Cancel
Formula			Larco
		^	1
			Test
			Bint
			Export
			7.40.0
			Import
			Heb
		~	
<		2	
Delaut value if error	Format		C Akw Fileina
Delault value il enor	Format Test Dutput		C AlowFileing
Delaut value if enor election List		•	C Alow Fileing
ielection List gr Log 10	Test Duput Functions	•	C Allow Fillering
lelection List − Log 10 − Stelus	Test Dutput	•	☐ Allow Filtering
Heation List Leg ID - Status - Priorly	Test Dutput Functions Dutput Dutput Fileut Hit Strings	•	☐ AlowFiteing
alection List - Leg ID - Status - Prody - Leg Date	Test Duput Functions Output US Stringt US Notaberatics		☐ AlowFitzing
Heation List Leg ID - Status - Priorly	Test Dutput Functions Dutput Dutput Fileut Hit Strings	-	☐ AlbwFiteins
alection List 	Test Dutput           Output           Output           Output           Retu           B: Stringt           B: Mahamatica           B: Date		AbwFileing

A User Defined Output can be copied inside the Output window

m.L.	Output		
•	Item		Sort N
•	🖿 My UDO	My UDO	
≜		User Defined Output	
4		Sorting	
		Сору	
÷	l í	Delete 🗟	
-			_

## 6.8 Data Send Progress Bar

A progress bar has been added to the Data Send procedure. It indicates the level of progress made when posting transactions.

## 6.9 Sorting

Notes

Users can apply ascending or descending sort orders to output data items using the Sort button or the Right Click Menu. The order in which the items appear in the Sorting window determines the sort order.

Sorting		
Data Item 2↓NA\Account	Sort Number	
election List NA\Cost Centre	The sequence in which the data items are displayed in the Sorting window is the sort order.	<ul> <li>➡elp</li> <li>Use the 'move' buttons to change the Sort sequence.</li> </ul>
⊂ Top C Rows C Percent		XRL

**Note:** User defined output cannot be sorted. Only the fields selected in the output section can be selected.

### Delete

Deletes the selected field.

# Accreditation Training Courseware

## 7 XRL Functions

## 7.1 Analyze

Analyze has two functions:

- Recalculation Time: displays the recalculation time in seconds for each Summary Link formula in a report.
- Summary Links: assists users to determine if Data Filter Item criteria, such Account Codes, have been omitted or duplicated in a report. This technique can be used to identify new accounts that have been recently added to an accounting system.

Analyze can be performed on all Summary Links:

- within a defined range
- in a single worksheet
- in the workbook

## 7.1.1 Recalculation Time

Select the area to Calculate On the Pegasus XRL menu, click Analyze.

🗙 Analyze		
Area		
C Range	Active Range selected	
<ul> <li>Worksheet</li> </ul>	Active Worksheet	
C Workbook	Active Workbook	
Criteria		
Recalculation Time	Returns the number of seconds each takes to recalculate.	n XRL formula
Summary Link	Validate a report or range of existing formulas.	Summary Link
	<u>Н</u> ер <u>О</u> К	<u>C</u> ancel

Select the Range in the Area option.

Select the Recalculation Time option from the Criteria options. Click OK.

The Summary Link formula values are replaced by the time taken to recalculate the formula.

#### Notes

		01/01/2003	01/07/2003	01/01/2004	01/07/2004	01/01/2005	01/07/2005	
Account	Name	30/06/2003	31/12/2003	30/06/2004	31/12/2004	30/06/2005	31/12/2005	
ADA0001	Adams Light Engineering Ltd	0.04	0.02	0.01	0.02	0.00	0.01	0.10
AHL0001	Abington Hire Limited	- 0.00	0.01	0.00	0.01	- 0.00	0.01	0.03
ALI0005	Allip and Sons Limited	0.00	0.01	- 0.00	0.01	0.00	0.01	0.03
AND0001	Anderson Car Factors Ltd	- 0.00	0.01	- 0.00	0.01	0.00	0.01	0.03
B4R0001	Barto Williams Limited	0.00	0.01	0.00	0.01	- 0.00	- 0.00	0.02

## 7.1.2 Summary Link

The summary link function returns the number of times that the filters are called, in running the Summary Links

Available Formulas to Analyze	Filter to Analyze	
───/HS/Value Company ID /HS/Account /HS/Date	Filter	
Output		
Formula Statistics Only	C Comparison Report Summary Report my report	
	Field to Compare /SM/Account	
	Help OK	<u>C</u> ancel

To create a Formula Statistics report, use the following steps as an example:

- 1. Select the range with the links to be analysed.
- 2. On the Pegasus XRL menu, click Analyze.
- 3. Select the Range in the Area option
- 4. Select the Summary Link option in the Criteria option.
- 5. Click OK.
- 6. Using the buttons, select the filter items to Analyze.
- 7. Click OK.

XRL generates a report on a new Excel worksheet outlining:

- The filter criteria or range specified for each of the Data Filter Items selected for analysis.
- The number of occurrences of filter criteria for each of the Data Filter Items.

## 7.1.3 Comparison Report

The Comparison Report option compares Data Filter Items defined in a collection of Summary Link formulas to a Summary Report. The Summary Report is considered a bench mark from which it is possible to determine any filter criteria or ranges that have been omitted from the Summary Link formulas. Typically the Summary Report covers all potential values, so Data Filter Item ranges should be set to <All>.

### For Example

Account Codes = <All> so all codes are included in the base report.

The Summary Report must output the field to be compared with the Summary Link formula. The Summary Report can be an existing Internal Definition file or, if need be, a new Summary Report can be created by clicking the assist button.

<b>N</b>	∕licrosoft Exce	l - Book		version 1).x	ls [Recov	ered]					
:2)	<u>File E</u> dit <u>Vi</u> e	ew <u>I</u> nse	rt	Format Too	ols <u>S</u> age	<u>D</u> ata	XR	lL <u>W</u> ir	ndow	<u>H</u> elp	Ado
1	) 💕 🖬 💪 🖪 📖 🛙			<u>-</u>	Σ -   🕜	<b>1</b>	Aria			-	10
sage	Line 50 Accounts			Select Company				•			
	G23 🔻 fx										
	A				В			С		D	
1	Vision Analyze										
2		-									
3	Date:			28/02/2006 16:01:29							
4	Validation Report:			Customer List							
5	Analyze Region:			Range							
6											
7											
8	Αссοι	int	•		Name		•	Count	•		
9	ADA0001			Adams Light	Engineer	ing Ltd			6		
10	AHL0001			Abington Hire	e Limited				6		
11	ALI0005			Allip and Sons Limited 6							
12	AND0001			Anderson Ca	ar Factors	Ltd			6		
13	BAR0001			Barto Willian	ns Limited				6		
14	BOL0001			Bolton Comp	outer Cent	re			6		
15	BRI0002			Bristol Leath	er Limited				6		
16	CAR0001			CarsMart					6		

#### For Example

A worksheet contains three Summary Link formulas. Each formula has different filter ranges:

	Filter Ra	Filter Range	
	From	То	
Summary Link #1	11000	12000	
Summary Link #2	14000	15000	
Summary Link #3	15000	16000	

A Summary Report is created and saved as an Internal Definition file. The report is used as a base to determine which values have been omitted from the filter ranges set in the Summary Link formulas.

	Filter Ra	ange
	From	То
Summary Report	10000	16000

The Comparison Report is shown below:

Code	Count
10000	0
11000	1
12000	1
13000	0
14000	1
15000	2
16000	1

The codes 10000 and 13000 have been omitted from the three Summary Link formulas.

## 7.2 Zero Suppress

The Zero Suppress feature hides columns or rows that contain zero values. By hiding erroneous data, it is easier to identify significant results in the worksheet.

Zero Suppress is accessed from the XRL menu and offers three options:

- Rows: hide rows in which all cells contain zero values.
- Columns: hide columns in which all cells contain zero values.
- Undo: display previously hidden rows or columns.

For Example

Assume a worksheet contains the following data:

	Х	Υ	Ζ
А	0	1	9
В	0	0	0
С	0	2	3

Zero Suppress: Rows

Zero Suppress: Columns

	Х	Y	Ζ
Α	0	1	9
С	0	2	3

 Y
 Z

 A
 1
 9

 B
 0
 0

 C
 2
 3

Zero Suppress: Rows and Columns

	Υ	Ζ
Α	1	9
С	2	3

To suppress zeros in columns:

Highlight the range of cells you want to apply Zero Suppress.

On the XRL menu, select Zero Suppress and click Columns.

To display the cells, highlight a range of cell surrounding the hidden cells and select Undo.

## 7.3 Query Templates

Query Templates allows users to create a set of criteria and reuse this in another XRL spreadsheet or workbook when logged onto XRL.

The Query Templates are saved in the LSDATABASE.MDB.

The Templates can be shared by storing them in a library accessed by all users or hidden by saving to individual folders. If the Templates are stored in a central library they can be protected so that only the owner can edit or delete them.

## 7.3.1 Create a New Template

Create the new filter and criteria

. 2					
Filter Filter From	li.		Lock		
		!	LUCK		
Filter To	!	1			
	Filter From	Filter To	Value From	Value To	
Product Company ID	Opera II Z		Opera II Z		
Table	∠ NA		Accounts (NL)		
Cost Centre	!		!		
		Lookup Options			
		Delete			
<		Open a Template		>	
		Save Template		Show Details	7
election List			Output		
: Account			Item	Sort Number	~
Cost Centre			NA\Account		
<ul> <li>NC Cost Centres</li> </ul>			NA\Cost Centre		
<ul> <li>NB Budgets</li> </ul>		1 4 4 4 4 F	NA\Account Description		Ξ
<ul> <li>NK Banks</li> </ul>			NA\Bal.Period 1		
Type		-	NA\Bal.Period 2		
Sub Type		₹	NA\Bal.Period 3		
		3-	NA\Bal.Period 4		
Account Description			NA\Bal.Period 5		
<ul> <li>Distribution Account</li> </ul>			NA\Bal.Period 6		
<ul> <li>Summary Transfer</li> </ul>		<u>2</u> ?	NA\Bal.Period 7		
- Open Item			NA\Bal.Period 8		
<ul> <li>Mandatory Comment</li> </ul>		<ul> <li>Image: A start of the start of</li></ul>	NA\Bal.Period 9		~
Help	Setup <u>F</u> ile	Workbook File	<u>o</u> k	<u>C</u> ancel XRL	•

#### Right click inside the Filter section

On the menu select Save Template

⊒ 🛅 Opera II ──────── Library	2º Code	Description	<u>Save In</u>
⊕ · Copera			 
			Save <u>O</u> ver
			Edit
			Delete
			<u>N</u> ew Folder
			<u>R</u> efresh
			Help

A screen appears with two folders beneath a default folder of Pegasus XRL. Users can create a new folder, delete an existing folder or create a new folder.

mplate		Save
Code		Cancel
NA-8	C Lock	
Description		<u>H</u> elp
Accounts (NL)		
Comments		
Modified by		
Opera		
Modified on		
1		

Select the folder to save the criteria into

Give the criteria a name Add any comments Select Save This can now be retrieved for another filter

### 7.3.2 Recall an Existing Template

Templates can be saved in the Link and Reports.

Saved templates can be used again in the Report or Link that they were first created in.

A criteria saved in Reference Link can only be used in a Reference Link.

#### Notes

Open the Reference Link, summary Link, Summary Report or Detail Report. Right click in the filter section and select 'Open a Template'

2					
ilter					- 1
ilter From			Lock	<	
	Filter From	Filter To	Value From	Value To	1
Product	Opera II		Opera II	······································	
Company ID Table	Z		Z		
	Lookup Options				
c	Delete			>	
<u> </u>	Open a Template			Show <u>D</u> etails	
ection List	Save Template	0	utput		
			Item	Sort Number	

Select the folder where the original Criteria was saved to.

X Open Template			
Edit Help			
⊕ 🛅 XBL ⊕ 🛅 Sage Line 50 (Access Denied)	Code	Description Accounts (NL)	<u>O</u> pen
ia Constantia Constantia in Constantia in Const			<u>C</u> ancel
		$\searrow$	Edit
			Delete

#### Select open

The criteria will populate the Filter box.

ilter From	Opera II	Opera II	Lock		
	Filter From	Filter To	Value From	Value To	
Product	Opera II	11.00110	Opera II	1 dide re	
Company ID	Z		Z		
Table	NA		Accounts (NL)		
Cost Centre	ļ	ļ	ļ	I.	
<					>
				Show Details	<b>V</b>
ection List				_	
			Dutput		
Account Cost Centre NC Cost Centres NK Banks Type NY Type Sub Type NS Sub Types Account Description Distribution Account Summary Transfer Open Item Mandatory Comment		<ul> <li></li> <li><!--</td--><td>Item NAVAccount NAVAccount Description NAVBal.Period 1 NAVBal.Period 2 NAVBal.Period 3 NAVBal.Period 3 NAVBal.Period 4 NAVBal.Period 5 NAVBal.Period 6 NAVBal.Period 7 NAVBal.Period 8 NAVBal.Period 9</td><td>Sort Number</td><td></td></li></ul>	Item NAVAccount NAVAccount Description NAVBal.Period 1 NAVBal.Period 2 NAVBal.Period 3 NAVBal.Period 3 NAVBal.Period 4 NAVBal.Period 5 NAVBal.Period 6 NAVBal.Period 7 NAVBal.Period 8 NAVBal.Period 9	Sort Number	
Help	Setup <u>F</u> ile	Workbook File	<u>o</u> k	Cancel XR	RL 🛠

# 7.3.3 Delete a Template

To delete an existing template open the template options Open the Reference Link, summary Link, Summary Report or Detail Report. Right click in the filter section and select 'Open a Template' Find template in the correct folder Highlight the template

Select Delete button to delete the template

Open Template			
XRL     Sage Line 50 (Access Denied)     Opera II     Dibrary	Arr Code	Description Accounts (NL)	pen Cancel
⊞- 🛅 Opera			Edit

A confirmation dialogue appears.

Account	
?	Are you sure you want to delete NA-8?
	Yes No

# 7.3.4 Editing a Template

To edit an existing template open the template options

#### Change the template.

Open the Reference Link, summary Link, Summary Report or Detail Report. Right click in the filter section and select 'Open a Template' Find template in the correct folder Highlight the template

nplate	Save
Code	Cancel
NA-8	
Description	Help
Accounts (NL)	 
Comments	
Modified by	
Opera	
Modified on	
10/10/2005 16:33:48	

To ensure no one else can change the template check the Lock box. Select Save

#### Notes

#### Change the criteria

Open the Reference Link, summary Link, Summary Report or Detail Report. Change the criteria in the Link or Report Right click in the filter section and select 'Save a Template'

Find template to over write in the correct folder

Highlight the template

Select the 'Save Over' button and select OK to confirm.

Save Template dit <u>H</u> elp			
Cipera II	2° Code	Description Accounts (NL)	<u>Save In</u>
🔄 🛅 Opera			Cancel
			Save Diver
			Edit 

# 7.4 Wildcards (& Filters)

Users can use a number of search expressions, i.e. wildcards, in definition forms and dialog boxes to search for the information entered and extract it to Excel. Wildcards are available when filtering on any data item and description. Filters with wildcards only use a single filter value not a range, i.e. the Filter From field.

When using a filter the Filter box will turn lime green.

Text	
ʻ%'	(percent) to substitute any number of characters for the percent
, , _	(underscore) to substitute any single character for each underscore
' <b>&gt;&gt;</b> '	(greater than twice) to define the search as case insensitive. This can be used in conjunction with all other wildcards
ʻ!'	(Exclamation Mark) Empty
'* <u>!</u> '	(Asterisk Exclamation Mark) Not include
'*='	(Asterisk Equals) Is like
Numeric	
=	Equals – This does not work in Summary Link
<>	Not Equal – This does not work in Summary Link
>	More than
<	Less Than

The wildcard and filters are:

# 7.4.1 Anything starting with

#### Notes

er	T			
er From	%Assets% ⊥	%Assets%	Lock	N
	Filter From	Filter To	Value From	Value To
roduct ompany ID able	Opera II Z NA	There	Opera II Z Accounts (NL)	Value TO
ost Centre account Description	l %Assets%	I	I %Assets%	1

The above example would return all accounts with the word Assets in the description

For Example

If data ends with a blank character, place % at the end of the search expression.

For example

'Software '

would not be returned by \*=Softwa\_e

This is because the last character is blank. The search expression \*=Softwa\_e% would successfully return data.

### 7.4.2 Empty

For Example

🕻 Detail Report					
1 2					
Filter					
Filter From	0		!	Lock	(N N
Filter To	!				
	Filter From		Filter To	Value From	Value To
Product	Opera II			Opera II	
Company ID	Z			Z	
Table	NA			Accounts (NL)	
Cost Centre		N	ļ		!
Account Description	%Assets%	4		%Assets%	

All cost centres that are empty.

### 7.4.3 Ignore Case

>> is used to define the search as case insensitive. This can be used in conjunction with all other wildcards. Example

>>NEW%SALE% could return 'New Shop Sale'.

# 7.4.4 Not Include

Notes

Example

\*!CMA%

Stock reference that does not include CMA as the first three letters. \*! is only available to use against string fields.

Filter Filter From	*ICMA%	*!CMA%	Lock	N N
	Filter From	Filter To	Value From	Value To
Product	Opera II		Opera II	
Company ID	Z		Z	
Table Stock Reference	CN *!CMA%		Names (Stk) *!CMA%	

# 7.4.5 Is Like

Example

\*=CMA%

Stock Reference that is like CMA

roduct company ID able tock Reference	0pera II Z CN *=CMA%		Upera II Z Names (Stk) *=CMA%	
Droduot	Filter From	Filter To	Value From	Value To
			· · ·	
lter From	×=CMA%		Lock	и

# 7.4.6 The Wildcard Options

Wildcards can be entered manually as well as using the Options 'Help'.

To access the Wildcard Options Drag the field into the Filter Section.

2							
ilter						4	
ilter From	*!CMA%		*!CMA%		Lock N	N	
	Filter From	F	Filter To	Value From		Value To	
Product	Opera II			Opera II			
Company ID	Z			Z			
T able	CN			Names (Stk)			
Stock Reference	*ICMA5 Lo	okup		*!CMA%			
		otions					
		lete 😽					
• 10		en a Template					
<			-				>
	Sa	ve Template			Sh	ow <u>D</u> etails	

Right Click and select Options from the short menu.

This builds up an expression from commands selected.

Notes

A filter options dialogue box appears.

The filter "From" and "To" allows users to enter parts of the field for filtering.

DMA%	
Comparison Operator None Display all values Is greater than Is greater than or equal to Is less than Is less than or equal to Is not equal to Is like Not Like Is Null Not Null	Case Insensitive Segment Offset Length 5 • Mode • Default • Combinations • Literal
Help	OK Cancel

The Comparison Operator allows user to determine how they want to filter.

None		Default setting.
Display all values	<all></all>	Return all data, including blank data. Filter To field is blank. See example below.
Is greater than	>	Filter To field is blank.
Is greater than or equal to	>=	Filter To field is blank.
Is less than	<	Filter To field is blank.
Is less than or equal to	<=	Filter To field is blank.
Is not equal to	<>	Filter To field is blank.
ls Like	*=%	The Filter From string is inserted into the syntax, e.g., for '1000' the filter would be *=1000%
Not Like	*!%	The Filter From string is inserted into the syntax, e.g., for '1000' the filter would be *!1000%
Is Null	<is null=""></is>	Return only blank data. Filter To field is blank. See example below.
Not Null	<is not="" null=""></is>	Return all data, except blank data. Filter To field is blank. See example below.

Note the symbol inserted into the query field.

**Case Insensitive** - Check the box for case Insensitive. This will allow users to enter either upper or lower case string and ignore the case when searching. ">>" is inserted in the query box

**Segment** allows users to display parts of a string. To use Segments tick the Segment check box, select the offset (start position) and then select the length (number of characters to extract). This will display the segment of the field chosen. "?##" is added to the query field. – Segment can only be used on strings.

Notes

The mode determines how the expression is built up. There are three modes to choose from.

These are automatically amended depending on the type of query the user creates.

#### Default

This is normal searching criteria For Example A% - everything beginning with A

#### Combinations

Combinations is set automatically when more that one non sequential item is chosen as a filter.

For Example

X Filter Options	
Filter From CMAT044,CMAT122,ECHC001	
Comparison Operator None Display all values Is greater than Is greater than or equal to Is less than Is less than or equal to Is not equal to Is not equal to Is like Not Like Is Null	Case Insensitive Cesse Insensitive Cesse Insensitive Cesse Insensitive Cesse Insensitive Mode Cesse Insensitions Cesse Insensitive
C Not Null	C Literal

The user can automatically select the browse or lookup option in the filter section. Holding down the Ctrl key when selecting the contents will select a non sequential list. The mode will change automatically.

Notes	

ock Reference	Description	~	<u>0</u> K
<all></all>	Select All		
CMAT044	Car Mat - Small		Cancel
CMAT109	Car Mat - Medium		
CMAT122	Car Mat - Large		<u>R</u> efresh
CPOL001	Electric Car Polisher		
DTRON16	Dialotron 16 Mobile Telephone		🔶 🗈
DTRON32	Dialotron 32 Mobile Telephone		From
ECAF001	Poppy Coral Air Freshener		CMAT044+CMAT122+E
ECCD001	Digital Compass		CHARTOTTICHATTEETE
ECHC001	Heat and Massage Cushion		То
ECMH001	Mobile Phone Holder - Silver	_	
ECRD001	Uniden LDR6157 Radar Detector		1
ENTPACK01	Entertainment Package - With Phone		
FABC100	Coolcushion Seat Fabric		
FAK01	First Aid Kit		
FAK02	First Aid Kit (No Label)		
FPP883	Foot Pump		
FUS269	5 amp Fuses - Box of 1000		
HSSW001	High Security Steering Wheel		
HSWB001	High Security Steering Wheel Bar		
JCK102	Car Jack		
LABEL	Company Logo Labels - Box of 1000		
LBR01	Assembly Labour Cost		
LCBL001	Roof Box Locks for Roof Bar 1		
LCBX003	Load Carrying Roof Box 360L		
LCCE001	Click Elastic 76cm approx. x 2		
LCLC001	Ladder Clamp	~	

Literal

Uses SQL instructions that is not useable by Opera 3 / Opera II VFP – this may be available at a later date.

To edit any of the filters created right click and select options.

### 7.5 Filters

There are several ways to filter on specific fields.

### 7.5.1 Single Fields

By dragging a field into the filter section the filter box can either reference a specified Excel cell or entered text or browse for the contents of a field.

### 7.5.2 Cell Referencing

2				
ilter				
ilter From	B3	ADA0001		Lock N N
ilter To	83			
	Filter From N	Filter To	Value From	Value To
Product	Opera II 📈		Opera II	
Company ID	Z		Z	
Table	CN		Names (Stk)	
Stock Reference	B3	B3	ADA0001	ADA0001

By selecting the reference B4 this will pick up what ever is entered in the Excel spreadsheet reference B4. This can be fixed by using \$ i.e. \$B4. By using the Function Key F4 this will toggle the \$ on the row, column, row and column, none.

# 7.5.3 Field content referencing

Filter Filter From	<all></all>	(ALL)		Lock	N	
	Filter From	Filter To	Value From		Value T	·
Product Company ID Table	Opera II Z CN		Opera II Z Names (Stk)			
Stock Reference	<all></all>		<all></all>			
	Stock Deference	Ν				
<	Stock Reference	15				ПК
	Stock Reference	Description Select All				<u>_</u> к
	Stock Reference	Description				
	Stock Reference	Description Select All	n		<u> </u>	<u>0</u> K
election List Next Price Start Sett. Disc	Stock Reference <all> CMAT044</all>	Description Select All Car Mat - Small	n		<u> </u>	<u>0</u> K
election List Next Price Start Sett. Disc Line Disc.	CMAT044 CMAT09	Description Select All Car Mat - Small Car Mat - Mediu				<u>O</u> K <u>C</u> ancel <u>R</u> efrest
election List Next Price Start Sett. Disc	CMAT122	Description Select All Car Mat - Small Car Mat - Mediu Car Mat - Large	her			<u>O</u> K <u>C</u> ancel

By selecting the browse button when the field is in the filter section a pop up appears with a list or partial list of field content.

A From and To can be selected (From and To only appears where applicable). By double clicking on one item for From then double click on second item for two.

### 7.5.4 Multiple field content

2				
Filter				
Filter From	<all></all>	<all></all>	Lock	N
	Filter From	Filter To V	alue From	Value To
Product	Opera II		pera II	
Company ID	Z	Z		
Table Stock Beference	CN <all></all>		ames (Stk.) ALL>	
Stock herefence	(ALL)	Q	ALL>	
6	X Stock Reference		N	
	Stock Kelelence		- <b>N</b>	
<	Stock Reference	Description		<u>о</u> к
	<all></all>	Select All		
election List	CMAT044	Car Mat - Small		Cancel
- Next Price Start	CMAT109	Car Mat - Medium		
- Sett. Disc	CMAT122	Car Mat - Large		<u>R</u> efresh
Line Disc.	CPOL001	Electric Car Polisher		
- Overall Disc.	DTRON16	Dialotron 16 Mobile Telephone		🔶 🗈
- Anal Code Over	DTRON32	Dialotron 32 Mobile Telephone		From
- Unit Weight	ECAF001	Poppy Coral Air Freshener		<all></all>
- Unit Volume	ECCD001	Digital Compass		TALL?
Net Mass Qty	ECHC001	Heat and Massage Cushion		To
- Quantity In Stoc	ECMH001	Mobile Phone Holder - Silver		
Quantity In Stoc	ECRD001	Uniden LDR6157 Radar Detecto	r	
- Free Stock Qua	ENTPACK01	Entertainment Package - With Pl	none	
- Free Stock Qua	FABC100	Coolcushion Seat Fabric		
- Quantity Allocat	FAK01	First Aid Kit		

By using the control key and clicking (as MS Windows Selecting) a range or multiple selections can be made.

This can be done manually by selecting '>>' followed by the items separated by a comma.

'>>ALI0005,ELI0001,ACC001'

This can also be achieved by dragging the field into the filter section more than once. The filters use an OR if dragged more than once.

# 7.6 Format Tables

Notes

Format Tables creates text and colour based on another field in an Excel spreadsheet.

The Target Cell definition is driven by the value of a Source Cell. If the Source Cell value falls in a user defined range, the Target Cell can be replaced with text, formulas, field references or any combination of these. Users can override the Target Cell font and background colour and also include blank cells in a Format Table range.

	A	B	C	D	E	F	G	Н
1								
2		Туре	Sub Type	Name		Balance		
3								
4		30	01	Lease Contract Sales		-£262,025.15	Review Performance	
5		30	02	Vehicle Sales		-£256,263.15	Review Performance	
6		35	01	Purchases		£152,451.67	Check Transactions	
7		35	02	Opening and Closing Stocks		£0.00	Review Performance	
8								
9								

Above is a spreadsheet with information on Type and Subtype of Nominal Accounts. We can use the Format tables to populate column G based on the results of column F.

The Target Cell and Source Cell can be the same cell or different cells. In the case above the source cell will be F4 and the target cell will be G4.

Examples of when this method would be used are:

The Format Table is based on cell containing an Excel formula and this formula cannot be defined in an Pegasus XRL Definition. For example: the difference between the value of the Actual ledger and a Budget ledger.

The report length does not vary when re-extracted. For example, a report defined using Extract Balances and Reference File Link.

K Format Table Cell Definition			[	
Target Cell	\$F\$21			
Value Cell	\$E21	12		
Format Table				
Cell Format				
Default				
Current	Sample Text Sample Text Sample	e Text Sample Text Sample T		
			<u>S</u> et as de	tault
Help	<u>0</u> K	Cancel		XRL

#### Target Cell

Notes

Place the cursor in an appropriate cell.

Select the Format Tables option from the XRL Menu. A form appears with the target cell already populated. This is the cell that the menu option was called from. To change this, the user must close the form and go to the required cell then reopen the form.

Target Cell	\$F\$21		
/alue Cell	\$E21 12		
Format Table			
Cell Format			
Default			
Current	Sample Text Sample Text Sample Tex	t Sample Text Sample T	
		_	<u>S</u> et as default
	L		
Help	<u>o</u> k	Cancel	XRL

#### The Value cell

The value Cell can be entered manually i.e. F4 in the case above or selected by clicking on the spreadsheet. The Value cell is the cell that our result will be based upon. Users can fix the cell if required.

### 7.6.1 Format Table

An already existing format can be called or a new one selected. Click the browse button at the side of the form to create a new format or select and existing format. Select the browse button at the side of the Format Table text box. If this is a new Format Table then a new Format Table is created. Once inside the format table the user can start to change the result fields.

#### Code

The code allows the user to name the format table – thus enabling it to be called again in future reports.

Enter a code name for the Format Table

Code				Save
	Stock	•		Coursel
Description				Cancel
From	То	Display		<u>D</u> elete
>> 0 2	100	Order		Print
3				<u>E</u> xport
4 5				<u>I</u> mport
6				Add
Range				Clear
From 0		To 100	Exclude -	
Display				
Order				
<			>	
Format				
,	Use t	his font		
Format	Use t	his font his font colour		

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#### Description

A description of the format can be given this is not mandatory.

#### Range

Once the code and description have been entered the range cells can be populated. Enter a To and From amount that the formatting is going to apply to. The exclude check box allows the range to be excluded instead of included.

- To add a new range: select the Add button.
- To delete a range: select the clear button.

There is a limit to the number of ranges that can be selected – this is dependent on Excel's maximum rows of 65,536 (or 1m+ in Excel 2007).

Enter a figure in the From box Enter a figure in the To box

#### Display

The display allows the user to input a text result depending on the criteria range. Enter some text that will display when the criteria in the From To range is met in the Display box

#### Format

The background and fonts can be changed. These will apply if the range criteria is met. The user can either

- Apply font or
- Apply background or
- Apply both font and background

Select a the font button and change the font colour to red Select the Background select yellow

	mat Table				
Table		Stoc	k		<u>S</u> ave
Descri	iption				<u>C</u> ancel
	From	То	Display	<b></b>	Delete
>> 2	0	100	Order		Print
3					<u>E</u> xport
4 5					Import
6					Add
■ Range	e				Clear
From	,		To 100	Exclude	
– Displa					
Ord	er				
<					
Forma	t Font Background	Use	this font this font colour this background colour		

To add more criteria select the ADD button and repeat steps 5,6,7,8 and 9.

#### Print, Export, Import

The format can be printed exported or imported to or from other spreadsheets.

Notes

#### Save

Once all the details have been entered the format can be saved. Clicking the Save button will also close the form.

### 7.6.2 Cell Format

The default cell format can be changed. The default is white background the user can change this by creating a new format in the format table and clicking the Set as default button.

Cell Format	
Default	
Current	Sample Text Sample Text Sample Text Sample Tex
	Set as default

Once happy with the selection and formatting select OK. The cell can then be copied to other cells as long as the value cell has not been fixed. To use this for more than one cell simply copy the value cell to the desired location

Eile Edit	<u>V</u> iew <u>I</u> nsert F <u>o</u> r	mat <u>T</u> ools	<u>D</u> ata Vi <u>s</u> ion	<u>W</u> indow <u>H</u> e	elp Ado <u>b</u> e	PDF					
🗅 🚔 🔚	🔒 🔁 🖨 🔯	a 🝙 🐰	🗈 🖻 - 😒	\$ <b>\$\$ + \$</b> \$	- 🍓 Σ	- <u>A</u> ↓ Z↓	🛍 🚜 🛛	100% 🔹 🧖	- 🖾 🕯	la ta 22 (	🔁 🖄 💆
MS Sans Serif	- 10 - I	BIU		<b>9%</b> ,	*.0 .00 0.4 00.	使使	- 🕹 -	A			
G18			2,{P}1,My form								
A	B	C	D	E	F	G	H	1	J	K	L
1											
2											
3											
4											
5	ADA00	01		Adams Light	t Engineer	ing Ltd					
6				Close Road							
7				Gosforth Ind	ustrial Par	k					
8				Gosforth							
9				Northumberl	and						
10				NC5 1WR							
11											
12											
13		6616.91	6616.91	91							
14			6781.41	6781.41							
15											
16	Transa	ctions (SL)									
17	Type		Type (Count)	Value	Balance						
18	Adjust		6	-45.00		Code 3					
19	C/Note		3		-82.25						
20	Refund		3			Code 3					
21	Invoice		55	132,247.59	6 699 16	Code 3					
22	Receip			-125,901,33		Code 3					
23	Totals				6.616.91						
24	. state			-,	,		<u></u> +				
25											
26	Transa	ctions (SL)									
27	Type		Value (Count)	Value	Balance						
28	Adjusti		2								
29	C/Note		1		-82.25						
30	Invoice		5		6,699.16			_			
31	Totals		8		6.616.91			1			-

To identify a Format Table cell it is prefixed with =AG\_FTAB(......

# 7.7 Function Launcher

This utility allows users to open a Workbook file or Setup file created within the reports, macros and Datasend, without the necessity of opening a definition such as Detail Report or Summary Report, then loading the previously saved Workbook or Setup file.

	<u>U</u> tilities	►	Data Selector	
	R <u>e</u> calculate	•	Function Launcher	Ν
	Drilldo <u>w</u> n	•	Offline Formulas	75
i.	Cube Analysis		3	

By selecting the XRL menu – Utilities – Function Launcher the following form appears:

♣ Function Lau	incher			
External /Interna	I Definition File			
C:\Documents and	Settings\jross\Desktop\Aged Debt Deta	ails.atb		
		C:\Documents and Se	ettings\jross\Desktop\Aged	Debt Details, atb
Open	🔿 Open	Report Designer	🔿 Run	
<u>H</u> elp	<u>OK</u>	el		XRL

The above form appears.

XRL			×
😲 Do you w	ant to use an In	ternal Definition	File?
<u>Y</u> es	No	Cancel	]

The Setup/Workbook File text box will appear blank or may have the last function that users launched. To select a workbook or setup file click on the browse button at the side of the text box.

Aged Debt	<u>o</u> k
Company List	Coursel
Cost Centre List	<u><u>C</u>ancel</u>
Last Year This Year	Help
∐ macAgedDebt	
III macIncExp	
III macReplaceStock	Delete
MacSearchStock	
∐ MacSOPOS	
SOP	
Stock Query by Warehouse	
<sup>ア</sup> Stock Query by Warehouse - Replace <sup>ア</sup> Stock Query by Warehouse - Search	
<sup>r</sup> Stock Query by Warehouse - Search	
	XRL

A message will appear asking if users wish to select a workbook file click yes to select a workbook file and no to select a setup file.

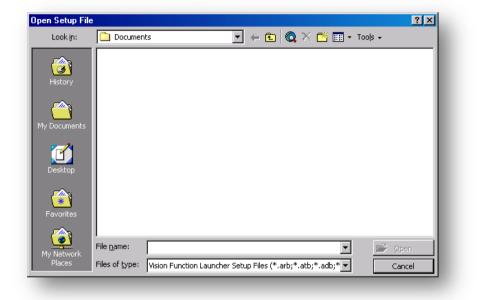
# If the user selects workbook then a list of workbooks associated with the current file will appear

The user can then select any workbook appearing on the list.

There icons beside the named workbooks which identify where they came from i.e. Reference Link, Summary Link, Summary Report or Detailed report.

There is also a delete key that the user can select to delete any current workbook file. Once deleted, they cannot be retrieved.

If the user selects Setup file then a normal windows browser is launched and the user can select any setup file from any location they currently have rights to see.



# 7.7.1 The Report

#### Open

Once selected, the report can be opened the filter criteria changed and run straight away as is. This will not be saved as an editable spreadsheet report. The workbook or setup file can be saved from the second tab as a new workbook or setup file or as an amended workbook or setup file.

Cusotmer List				Cusotmer Lis
Open		Open Report Designer	C Run	
<u>H</u> elp	<u>0</u> K	<u>C</u> ancel		XRL

#### **Open Report Designer**

Any workbook or setup file can have a report designer attached. This function will allow the user to change the design.

#### Run

Run will allow the report to populate the spreadsheet without any altering to the workbook or setup file. However the report is editable on the spreadsheet by double clicking the formula.

### 7.8 Data Selector

### 7.8.1 Definition

Data Selector is used to create and display a lookup on single or multiple columns of data. The source of information displayed in Data Selector lookups is selected by using either an Excel defined name, an Excel cell range or Setup and Workbook files within the Pegasus XRL functions, Summary Report or Detail Report. Using a Setup or Workbook file as the data source ensures the data displayed in the lookup is always current as the file is re-extracted each time the Data Selector is used.

The output from the Data Selector can be from any column within the display. The information output from a Data Selector can be referenced as filter criteria when running Pegasus XRL reports.

**Note:** If a Data Selector displays multiple columns then users can sort the data by any column by clicking on the bar at the top of the column. Clicking the column will toggle the sort sequence between ascending and descending.

### 7.8.2 Data Selector Function

Data Selectors, i.e. the buttons, can be displayed anywhere on the worksheet and can be edited at a later stage. There is no limit to the number of Data Selectors that can be added to a worksheet. The data selector allows users to create a select option.

#### For Example

A list of supplier accounts to chose from.

<u></u> ADA0001	Adams Light Engineering Ltd Close Road Gosforth Industrial Park Gosforth Northumberland NC5 1WR	
-----------------	--	--

A Data Selector is displayed as a browse button (see above). It usually will populate a cell in a spreadsheet.

On clicking on the Browse button a list of items i.e. accounts will appear. This is based on a range or previously saved workbook or setup file.

Account	Name	Addres_
ALL>	<all></all>	<all></all>
DA0001	Adams Light Engineering Ltd	Close F
HL0001	Abington Hire Limited	Orion V
LI0005	Allip and Sons Limited	22 Rue
ND0001	Anderson Car Factors Ltd	104 Alle
AR0001	Barto Williams Limited	10 The
OL0001	Bolton Computer Centre	Queen:
R10002	Bristol Leather Limited	Leathe 🗸
	· - · ·	
		1
Help	OK Cancel	YESTON.

Data Selectors create and display a dynamic lookup on single or multi-column range of data or XRL Internal or External file.

Data Selector consists of Data Selector Maintenance options, where lookups and Data Selector lookups are designed, used to extract information.

A Data Selector lookup is accessed by a button that runs a lookup macro. Data Selectors, i.e., the buttons, can be displayed anywhere on your worksheet and can be edited at a later stage. There is no limit to the number of Data Selectors that can be added to a worksheet.

Data Selector's extract lookup information to cells relative to the position of the Data Selector on the worksheet. For example, if you copy a Data Selector to a new location on your worksheet, the information is extracted to another cell relative to the position of the new Data Selector.

The source of information displayed in Data Selector lookups is selected using:

- A defined name
- A cell range
- External and Internal files within the XRL functions, Summary Report or Detail Report.

Users can also use Data Selectors to reference filtered information from associated reports.

**NOTE:** If users add a Data Selector to a worksheet and the zoom is less than 100%, the Data Selector button does not appear in the correct location and the data is output to an incorrect cell.

# 7.8.3 Creating Data Selectors

Notes

To create a data selector:

Select a cell to where the Data Selector will place the relevant field.

Click XRL from the Excel menu. Select Data Selector from the Utilities sub menu. The Data Selector Maintenance dialog box appears. The reference to the current cell is displayed.

	Allaly2C			+10.00	302.30
	Recalculate	•	<u> </u>	159.96	45.00
	Zero Suppress	•		850.00 230.00	590.00 158.00
	Utilities	•			
				<u>H</u> ierarchy De	signer
	Options			Macro Builder	r
v <b>?</b>	<u>H</u> elp			Dictionar <u>y</u>	
	Log Off			Product <u>T</u> ask	:
	۲			Formula	+
				Data Selecto	r N
200	- Annual			Offline Form	ulas 🧏
100	, and a			Function Lau	ncher
sett	e Player			Output To PE	DF F
				Current Perio	od/Date
				*	

Select the data source in the Range/Setup File field by selecting the browse button at the side of the Range\Setup File field

ell	C4		ADA0001	
ata Source ange/Setup File olumn				
ecalculation	None	▼ Range		
lignment	C		Clear	<u>U</u> pdate
			Add	<u>D</u> elete
c	Account ADA0001	•	S <u>e</u> lect Previous	<u>S</u> nap To Cell
			Help	Close

To select a Workbook file (Internal File), click the Range/Setup File assist button and click the Yes button when prompted.

XRL				×
$\bigcirc$	Do you wan	t to use an I	Internal Definition F	ile?
[	Yes	No	Cancel	

To select a Setup file (External File), click the Range/Setup File assist button and click the No button when prompted. Select a Setup File using the Open Setup File dialog box.

Notes

On selecting the Internal File a dialogue box appears, users are able to select the relevant file. If an External File is selected then a browse box appears and users can browse to an external file.

a Selector		×
2m		<u>0</u> K
Customer List Sum Customer Purchases	atb adb	<u>C</u> ancel
Summary Report 1	adb	Help
		XRL

Select the Column field from which the information is extracted. For example,

If a range includes the code, name, address and contact details in that order, entering 1 in the Column field returns the code, 2 returns the name and so on.

Cell	C4 ADA0001	
Data Source		
Range/Setup File	Customer List Customer List	st
Column	1 1	

**NOTE:** If a number less than 1 is entered, the information is extracted from column 1. If a number greater than the number of columns is entered, the information is extracted from the last column.

Select the Alignment option where the Data Selector button is placed relative to the extracted information cell field.

Alignment	C	_
c	Account ADA0001	ŝ.
I	С	

#### Click the Add button. The Data Select button is placed on the worksheet.

Account ADA0001 I Data Selector Maintenance C4 ADA0001 Cell Data Source Customer List Range/Setup File Customer List Column 1 1 Recalculation None -Range Calculation Type Alignment Clear <u>U</u>pdate C <u>D</u>elete Add Account Select Previous <u>S</u>nap To Cell œ ADA0001 <u>C</u>lose <u>H</u>elp C XRI

Click Snap to cell. This will ensure that if the columns or rows are moved around then the button will stick to the current cell.

### 7.8.4 Recalculation

On clicking a Data Selector a recalculation can be made using the recalculation options within the Data Selector.

The options are:

- Recalculate Workbook
- Recalculate Worksheet
- Recalculate Range

Calculation Type	None 💌	Range		
Alignment	None P Recalculate Workbook Recalculate Worksheet	о <u> </u>	Clear	<u>U</u> pdate
	Recalculate Range		Add	<u>D</u> elete
o	Account ADA0001	- •	S <u>e</u> lect Previous	<u>S</u> nap To Cell
	<u> </u>		<u>H</u> elp	<u>C</u> lose
	C			

From the drop down box select the option to re-calculate. In the range box enter the location for the re-calculation.

If selecting a range, then a cell location or named range must be entered. If a workbook is selected then a workbook/worksheet should be entered in the range field, If left blank then the current workbook/worksheet is used.

Product Code	Description	Value	Cost Price	Quantity	Var	Margin
		12,027.1	0 8,485.61	4.00	3,541.49	41.74%
CMAT044	Car Mat - Small	1,980.0		165.00	693.00	53.85%
CMAT109	Car Mat - Medium	906 3	647.40	83.00	258 96	40.00%
CMAT' 🛄 Data	a Selector Maintenance		N			
CPOL			4			%
DTROI Cell	C4	ADA	A0001			%
	Source					<u>%</u>
ECAFC Rang	e/Setup File Customer List	Cus	tomer List			%
ECCD Colur	1	,				%
	<b>m</b>					%
FAK01 Reca	lculation					
HSWE LCT00 Calcul	ation Type Recalculate Range 🗨	Range	C7	C7	,	%
LCT00		rrange	1			%
LGH80 Align			Clear	1	l la data	%
MMCA	0		Liear		<u>U</u> pdate	
MNT56		_	Add		Delete	%
	Account					0/
RAD40	ADA0001	•	Select Previous	\$	<u>S</u> nap To Cell	%
SCOV				1		
	J		<u>H</u> elp		<u>C</u> lose	%
SCOV	0					

#### Worksheet reference

🛄 Data Selector Maint	enance					
Cell	\$C\$4		AL10005			
Data Source     Customer List     Customer List       Column     1     1						
Recalculation Calculation Type	Recalculate Worksheet 💌	Range	Sheet1			
Alignment	c		Clear	Update		
			Add	<u>D</u> elete		
0	Account	œ	S <u>e</u> lect Previous	<u>Snap To Cell</u>		
	0		Help			
XRL						

Close to return to the worksheet.

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# 7.8.5 Update

Notes

To update the Data Selector right click on the Data Selector button – this will bring the button in to focus.

Account o		
ALIOUUS Ö	36	Cu <u>t</u>
	E <sub>b</sub>	Сору
Product Code		Paste
CMAT044		rasie
CMAT109		Edit Te <u>x</u> t
CMAT122		Grouping •
DTRON16		<u>G</u> rouping
ECAF001		O <u>r</u> der 🕨
ECRD001		Assign Macro
FABC100	0	
FAK01	2	Eormat Control
	First	Aid Kit (No Label)

Once the button is selected from the XRL menu select the Data Selector with in the Utilities Menu

Cell	\$C\$4		AL10005			
Data Source						
Range/Setup File	Customer List Customer List					
Column	1		1			
Recalculation						
Calculation Type	Recalculate Range 📃 💌	Range	'Sheet1'!\$C\$7	'Sheet1'!\$C\$7		
Alignment			Clear	<u>U</u> pdate		
	C					
			Add	Delete		
0 A	Account LI0005	e	S <u>e</u> lect Previous	<u>S</u> nap To Cell		
			<u>H</u> elp	<u>C</u> lose		
	0					

The Data Selector dialogue box will automatically be populated with the information in the currently selected Data Selector.

- If any changes are made to the Data Selector then the Update button must be selected.
- If the button needs to be deleted then the Delete button with in the maintenance screen must be selected.

To select the desired item or all the items select the required line. This will then populate a cell.

🔀 Data Selector Maintenance Cell **B**3 ADA0001 Data Source Range/Setup File Column Alignment Clear <u>U</u>pdate C Add Delete Select Previous <u>S</u>nap To Cell .0 ADA0001 . ams Light Ei Close Road <u>H</u>elp <u>C</u>lose Coeforth Indi C VD

#### Clear

The clear button will clear all selected criteria already entered – resetting the form.

#### Update

If any changes have been made to the setup file or workbook users may need to run this. This will update the existing button. If editing users should NOT use Add.

#### Add

This must be selected to add the data selector to the spreadsheet. Click the button to add. If editing then users should use UPDATE and not add as this will add another button to the worksheet.

#### Delete

Delete the data selector from the spreadsheet. This can be done from the spreadsheet itself.

#### **Select Previous**

Select previous options.

#### Snap to Cell

Use this to fix the selector to the cell – This should be used to avoid any errors.

#### Close

Close to accept the selections.

# 7.8.6 Editing an Existing Data Selector

Notes

To edit an existing Data Selector it is necessary to get the Data Selector button in focus. This is achieved by right clicking on the Data Selector button.

R			
	*	Cu <u>t</u>	
k Per Warehouse	N 🗈	Copy	
k Reference		Paste	
T044	<b>d</b>		-
T109	C	Edit Te <u>x</u> t	
T122	C	Grouping +	
L001	E		
ON16	D	O <u>r</u> der •	hone
ON32	D	Assign Macro	hone
F001	F 🔊	Format Control	er
D001	Digita	-	
C001	Heat	and Massage Cush	ion
IH001	Mobil	e Phone Holder - Si	ilver

Once the button has been selected select the XRL Menu on the tool bar – it is not possible to right click to get the XRL menu as this will loose the focus of the Data Selector button.

From the XRL Menu select Utilities - Data Selector

🕻 Data Selector Ma	intenance				
Cell	8	8\$3		ADA0001	
Data Source Range/Setup File Column	[C	Customer List		Customer List	
Alignment				Clear	<u>U</u> pdate
				Add	<u>D</u> elete
•	DA0001	Adams Light Ei	c	S <u>e</u> lect Previous	<u>S</u> nap To Cell
	DAUGUI	Close Road		Help	<u>C</u> lose
	0				XRI

The Data Selector Maintenance form appears with all the fields already populated with the Data Selector information.

When the changes have been applied, select the UPDATE button. Do not select the Add button as this will add a second button to the spreadsheet and new Macros to the Workbook.

# 7.8.7 Deleting a Data Selector

It is most important that user use the Delete button inside the Data Selector form rather than cutting if from the spread sheet.

#### **Correct Method of Deletion**

Edit the Data Selector as detailed in the section above:

- 1. Right click on the Data Selector button
- 2. Select the XRL Menu from the tool bar
- 3. Select Utilities
- 4. Select Data Selector
- 5. When the Data Selector Maintenance form appears select the delete button.
- 6. A confirmation box appears select Yes to select or no to return to Data Selector Maintenance

XRL	×
?	Do you want to delete the selected Data Selector?
	<u>Yes</u>

7. Select Close in the Data Selector Maintenance

#### **Manual Deletion**

Manual deletion of the Data Selector should only be done if the above method is not available.

Data Selectors are stored as a macro and the button on the spread sheet calls the macro. By deleting the button the macro still exists.

By selecting the Tools menu – Macro – Macro the following form appears.

dacro name:		
DataSelector_102710340647000	<u> </u>	<u>R</u> un
DataSelector 102710340647000 LaunchRoutine_102710340775000	<u> </u>	Cancel
		<u>S</u> tep Into
		Edit
		Create
	<b>T</b>	<u>D</u> elete
Macros in: All Open Workbooks	•	Options
Description		

The data selector is identified by the prefix 'DataSelector\_' the number is a unique reference created by VBScripts and Excel. (MMDDHHSSnanosecond). The routine to launch the Data Selector is defined as 'LaunchRoutine' but the may be several Launch routines (one for each macro created). In order to determine the correct one the code must be examined using the Edit button.

# 7.9 Offline Formula

When a report or link is created in XRL and it is opened by a non XRL user on recalculate the cells with the XRL formulas change to either #VALUE or ??.

There are several ways of preventing this –

- Save the file without the formula
- Save the workbook using Offline Formula.

To use the section option

- 1. Save the workbook
- 2. Select XRL menu
- 3. Select Utilities
- 4. Select Offline Formulas

This will save the workbook so that if anyone else opens the workbook or it is emailed to another user they will only see the figures and not the error cells #value or ??.

To tell if the worksheet has Offline Formulas each formula in the workbook will be prefixed with the file name.

=test.xls!AG\_SMRT("0,NL Transactions,1")

# 7.10 Formula Fill

Formula fill takes a formula and allows users to copy the formula to other cells maintaining the cell references.

This is exactly the same function as copy in Excel. There is no difference in using either option.

### 7.11 Output to PDF

There are two menu options under Utilities

- Output to PDF Active Workbook
- Output to PDF Active Worksheet

### 7.11.1 XRL PDF Writer

XRL has its own PDF writer installed when XRL is installed.

Printers and Faxes				<u></u>
<u>File E</u> dit <u>V</u> iew F <u>a</u> vorites ]	ools <u>H</u> elp			n
🕞 Back 🔹 🌍 👻 🏂	Search 😥 Folders 🔢 🕂			
Address 🦦 Printers and Faxes				💌 🄁 Go
	Name 🔺	Documents	Status	Model
Printer Tasks 🕆	실 Adobe PDF	0	Ready	Adobe PDF Converter
	🍓 Olivetti d-Copia 45 KX	0	Ready	Olivetti d-Copia 45 KX
Add a printer	GperaII_PDFPrinter	0	Ready	Amyuni Document Converter 2.10
See what's printing	OperationsII_PDFPrinter	0	Ready	Amyuni Document Converter 2.10
Select printing preferences	TRN-COLOUR on peg-apps-svr	0	Ready	HP Color LaserJet 4600 PCL 6
Pause printing	Sision PDF	0	Ready	Amyuni Document Converter 2.10
Share this printer				

Cannot use Offline Formula –

If there are Macro's or VBA projects present in the Workbook, you are unable to use the Offline Formula function/

It is uninstalled as part of the uninstall routine.

Reasons for PDF

- A PDF document file size is smaller than a Workbook file and so it can be quickly sent via e-mail.
- A PDF can use security passwords and permissions use 128-bit encryption to ensure that the original PDF document cannot be tampered with.

#### Workbook

When outputting the contents of a workbook, a PDF page is created for each worksheet that contains data.

#### Worksheet

When outputting the contents of a worksheet it is the active worksheet that is sent to PDF

### 7.11.2 Creating PDF

To use the conversion routine to create a PDF file on a worksheet or Workbook:

- 1. Select XRL Menu
- 2. Select Utilities

	Utilities •	Macro I	Builder			
	Options	Formula	а	►		
v <b>?</b>	<u>H</u> elp	<u>D</u> ata S	elector			
	Log Off	Functio	n <u>L</u> auncher			
	۲	O <u>u</u> tput		►	Active Work	book
		Curren	t <u>P</u> eriod/Date		Active Work	sheet
			*			

3. Select Output To PDF – Active Worksheet / Workbook - A dialogue box appears.

4. Select a file name or create a new file name placing the file in a suitable location.

🔀 Output To PDF File Name MyXRLSheet.pdf Password-Password required to open PDF document User Password Password required to edit PDF document, permissions and passwords Master Password Permission -Allow printing Allow editing Allow copy of text and graphics Allow adding and changing comments and form fields <u>H</u>elp <u>0</u>K Cancel XRI

- 5. To use a password to restrict the access of the user check the box next to 'Password required to Open PDF document'.
- 6. Enter a password
- 7. Once a password is set the Permissions editing becomes available. Users can prevent the document being printed, edited, copied or changing of comments
- 8. Select OK to finalise
- 9. If no errors have occurred then the above dialogue box appears.
- 10. Select OK to finish



### 7.12 Macro Builder

### 7.12.1 Definition

Macros allow users to create an Excel Macro that automates the Pegasus XRL activities. Macro Builder stores a series of steps, i.e. commands and functions that can be run whenever tasks need to be performed.

For example, users can create a macro that enters a value in a formula; recalculates their worksheet and runs a macro relating to the worksheet; opens a Reference File Fill Setup file in which to save the new data; then moves to another workbook after macro has finished.

Notes

Any number of steps can be stored in one macro and users can modify existing macros.

Always begin building a macro where users require the macro button. It does not have to appear on the same worksheet that the result appears.

The sequence that the steps are displayed in the Macro Recipe window is the macro execution sequence.

### 7.12.2 Macro Recipe

Begin the creation of a macro by adding macro steps i.e. activities and data, into the Macro Recipe window. Different fields are displayed above the window depending on the step users enter.

II Macro Builder				
Definition Options				
Steps				
Step	Parame	ters		Add
Clear Alerts		/Workbook Name)	- 1	
Select Range Select Current Region	(Range (Cell)	)	_	
Select All Cells	(Leii)			
Clear Range	(Range			
Delete Range	(Range			Workbook
Print Range Name	(Range (Bange	) , Name)		
Set Print Area	(Range		~	
Step	Parameter 1	Parameter 1 Value	Parameter 2	Parameter 2
Step	Farameter I	Farameter i Value	Farameter 2	Parameter 2
<				>
,				
Load I	Definition	<u></u> K	<u>C</u> ance	XRL

# 7.12.3 Macro Builder Information

#### Macro Recipe

Begin the creation of a macro by adding macro steps i.e. activities and data, into the Macro Recipe window. Different fields are displayed above the window depending on the step users enter.

#### Steps

Double-click the step users want to store in the macro. If parameters need to be entered for the step, the relevant fields are displayed in the Macro Recipe window. Many steps do not require data to be entered.

### 7.12.4 DEFINITION Step Parameter Fields

Fields that require parameters to be entered for the step are displayed in the Steps window. Different parameters are required for different steps.

Macro	Definition
Range	<ul> <li>Enter the cell range to:</li> <li>Select, clear, delete, print, name, set a print area, recalculate or insert definitions.</li> <li>Identify a worksheet or workbook name to recalculate, activate, insert, delete, rename or print.</li> <li>Identify rows or columns to insert or delete.</li> <li>Identify the range to which users want to extract the Setup file information.</li> <li>Note: If users run a macro that includes an extraction step, for example, Run Reference File Fill, directly before the Name Range step, and leave the Range field clear, the active range, i.e. the Reference File Fill extraction, is used.</li> <li>Identify a worksheet or workbook name to recalculate, activate, insert, delete, rename or print.</li> <li>Identify rows or columns to insert or delete.</li> </ul>
	Identify a Setup filename to run.
Select Current Region	Enter the cell for which users want to select the region surrounding that cell or to enter a value. Users can enter a cell reference or name if required. If users select a range for this field, only the first cell is entered. <b>Note: If</b> a non-mandatory cell field is left undefined, the previous macro step is performed on the last active cell.
Cell	Enter the cell that users want to select the region surrounding that cell or where they want to enter a value. They can enter a cell reference or defined name if required. If they select a range for this field, only the first cell is entered.
Clear Range	Enter the cell range to clear.
Delete Range	Enter the cell range to delete.
Print Range	Enter the cell range to print.
Name Range	Enter a name to call the range or to rename the specified worksheet. If users run a macro that includes an extraction step, for example, Run Reference File Fill, directly before the Name Range step and leave the Range field clear, names the cell range containing the extracted data.
Set Print Range / Clear	Set Enter the cell range to set.

	Clear
	The print area set in the active worksheet is cleared.
	<b>Note:</b> If a non-mandatory range field is left undefined, the previous macro step is performed on the last active range.
Display Message	Enter a message to:
	Display in a separate window when the macro is run. Prompt for a value to be entered in the specified cell. When users run the macro, the message appears and they can enter a value. For example, 'Enter account code'.
	If the Screen Updating step is defined within the macro as No, i.e. do not update the screen when the macro is running, the message defined in this step still appears when users run the macro.
Prompt for Cell Value	<b>Cell</b> Enter the cell for which uesrs want to select the region surrounding that cell or to enter a value.
	Users can enter a cell reference or name if required. If they select a range for this field, only the first cell is entered.
	<b>Note:</b> If a non-mandatory Cell field is left undefined, the previous macro step is performed on the last active cell.
Message	Enter a message to:
	Display in a separate window when the macro is run. Prompt for a value to be entered in the specified cell. When users
	Prompt for a value to be entered in the specified cell. When users run the macro, the message appears and they can enter a value. For example, 'Enter account code'.
	If the Screen Updating step is defined within the macro as 'No', i.e., do not update the screen when the macro is running, the message defined in this step still appears when the macro is run.
Default Value	Enter the value to be placed in the cell if one is not entered manually when the macro is run. For example, enter an item code.
	Screen Updating Enter a Screen Updating code to indicate that users want to inhibit the display in Excel while the macro is running. Enter 'Yes' to show display and 'No' to inhibit display.
	If the Screen Updating step is defined as 'No' and a Message step is defined in the macro, the message still appears when they run the macro.
Interactive	Enter an Interactive code to indicate that users want Excel to be active while the macro is running. Enter 'Yes' to keep Excel active and 'No' to make it inactive.
Recalculate Range	Enter the cell range to recalculate.
Recalculate Worksheet	Enter a cell range or name of the worksheet users want to recalculate. The active worksheet is used if field is left blank.
Recalculate Workbook	Enter a cell range or name of the workbook users want to recalculate.
	To reference the active workbook, manually type the workbook name, click a cell or range of cells in that workbook or use the assist button. The active workbook is used if this field is left blank.
Run Detailed Report	Range Enter the cell range to insert the Detailed Report. Report
	Select the Detailed Report from the browse option.
	<b>Note:</b> If a non-mandatory Range field is left undefined, the previous macro step is performed on the last active range.
Run Summary Report	Range
··· • ····	Enter the cell range to insert the Summary Report.
	Report

	<b>Note :</b> If a non-mandatory Range field is left undefined, the previous macro step is performed on the last active range. Insert Reference
Link Formula	Click the assist button to display the Reference Link Definitions definition form. Enter the selections then click OK to save the entries and return to the Macro Builder function.
Insert Summary Link Formula	Click the assist button to display the Summary Link Definitions definition form. Enter the selections then click OK to save the entries and return to the Macro Builder function.
Insert Row	RangeEnter the cell range to insert row.IdentifyIdentify a worksheet or workbook name to insert to.
Delete Rows	Range Enter the cell row to delete. Identify a worksheet or workbook name to delete to.
Insert Column	Range Enter the cell range to insert column. Identify a worksheet or workbook name to insert to.
Delete Column	Range Enter the cell column to delete. Identify a worksheet or workbook name to delete to.
Insert Worksheet	Select worksheet name to insert.
Delete Worksheet	Select worksheet to delete.
Print Worksheet/Workbook	Select worksheet/workbook to print.
Activate Workbook	Select workbook to make active.
Run Custom Macro	Enter the name of the Pegasus XRL or Excel macro that users want to run using Macro Builder.
	<b>NB</b> : The ability to run custom macro's is a power tool in report design and formatting.
Move Up, Down, left, Right,	Enter number of cell to move.
Move End Up, End down, End Left, End Right	Select to move to the edge of sheet.

### 7.12.5 Options

#### Macro Name

Once users have created the macro they can name it.

- It follows the same naming convention of other variables
- It must not start with a numeric value
- It must not contain spaces
- It must not include any special characters such as & + \*
- It must not be a key work such as refresh, if, then

#### **Button Name**

© Pegasus Training Services

This is the name that will appear on the button itself. It can have spaces but note that it will get larger with the number of characters.

#### Setup

Users can specify a setup file to run or a workbook file.

#### **External Definition (InSetup File)**

Enter the file required.

#### Internal Definition (Workbook file)

Enter the file required.

#### **Macro Administration**

The code is displayed in here – users should not need these boxes.

efinition Options					
acro Name	MacCalc		MacCalc		
Button Name	Click Me		Click Me		
ihortcut					
iave As					
nternal Definition	Macro Builder 1				
				Macro Builder 1	
xternal Definition					
1acro Administration					
Macro Name				<u>D</u> elete	
				<u>R</u> efresh	
facro Preview					
					~
*					<u> </u>
<					
			<u>0</u> K	ancel	XRL

Select OK if satisfied.

# Accreditation Training Courseware

# 8 XRL Analysis Functionaility – Drill Down

## 8.1 Drilldown

The drill down uses the LSExec.exe tool to run. This will be opened and visible as a task when the drill down is in use.

The drill down facility uses this file, which is part of the Vision Executive Analysis Tool, to process queries. This allows users more functionality but the drilling down is subsequently more complex. It does not use all the functionality of the Executive Analysis Tool.

The Drill down performs ad hoc queries using predefined criteria. The queries are available for one day only in this version. The queries are cleared down each day. As before in previous version the drill down can only be performed on Summary Links or Summary Reports.

There are three ways to drill down

#### Summary

The Summary will summarise before displaying records.

#### Transaction

The Transaction will not summarise but display transactions first.

#### Cube

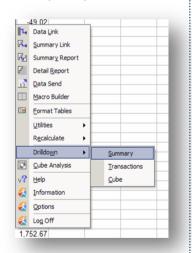
The Cube will take the user directly to the cube to perform any analysis.

To use drill down either create a new Summary Link or Summary Report or use an existing link or report.

By selecting the Excel cell either

- From Right Click Menu
  - a) Right click the cell
  - b) Select XRL
  - c) Select Drill down
  - d) Select Summary or Transaction or Cube
- From XRL Menu
  - a) Select Drill Down
  - b) Select either Summary, Transaction or Cube
- From XRL
  - a) Open the report or link by double clicking
  - b) Select the corkscrew icon.
  - c) A small dialogue box will appear giving users a choice of Summary, Transaction or Cube select one of these (By using the report / link entry method the report and link screens will be open on the tool bar.)

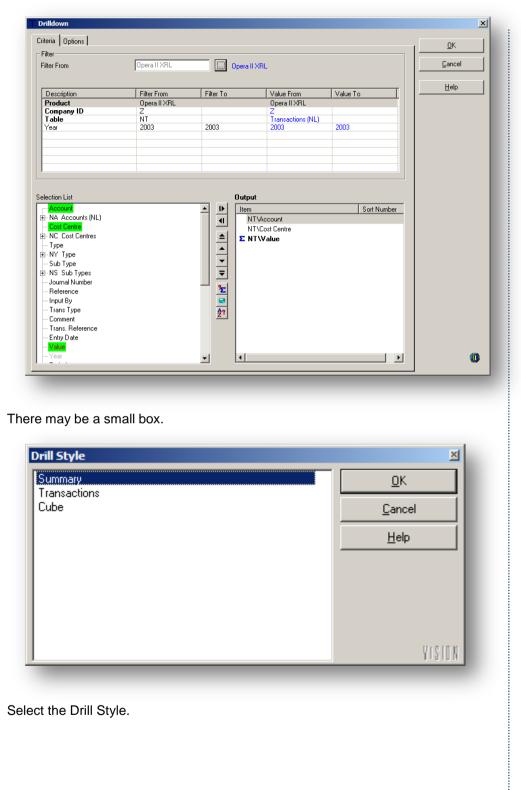
Method 1 or 2 are preferable.



# 8.2 Drilling Down

Notes

Once the Drilldown has been selected the Summary Report or Link criteria is displayed and users are prompted to either change the criteria or accept it.



# 8.3 The Drill Screen

- 🗆 × Output Wi 🖵 🖵 🐺 🏢 🕼 😪 😥 | 🛅 Σ 163768.91 👭 7444.04 ₽ 80 • ∞ ⊻ 🗰 Worksheet Chart Adhoc Inquiries 25 October 2004 09:05 C T Account / Cost Centre Transactions (NL) Accou A110 A120 Value 270000.00 7820.00 A130 A150 25400.00 3374.18 Format 8198.00 113065.07 89398.05 A155 C110 C210 35425.20 28150.04 99885.34 163693.91 C310 C315 C320 C330 C340 413.76 E110 E220 -6779.65 17425 12 0.00 3355.00 E310 E320 E325 -3355.00 2028.00 54.02 E325 E326 TEC ADM Drill Tree Drill information E327 E327 E327 ADM SAL -49.02 -5.00 Þ •

The drill screen or 'Adhoc Inquiries screen' is split into three sections.

- The Drill Tree is built up as queries are made. The drill information will change depending on which drill tree branch is selected.
- The format icons allow the editing of the information section.

# 8.3.1 Drill Tree

The drill or Adhoc Inquiries are not saved.

The date and the tree are only retained until Excel is closed down.

	-	ools <u>W</u> indow <u>H</u> elp
۵ 🖬 🛥 🔹	Q	• 🖾 🕅 🗒
	1.1.4	Worksheet
- Adhoc Inquirie		
🖃 📓 25 Octobe		Remove Dependent Worksheets
•		Expand All
		C <u>o</u> llapse All
	P	Sheet Properties
		Workbook Properties
		Close

#### **Sheet Properties**

#### Notes

# Summary

The summary allows comments to be added to the sheet.

eet Properties / 25 October 2004 09:05	<u>×</u>
25 October 2004 09:05	***
Summary Worksheet Expand	
Comments	
	A

#### Worksheet

Properties such as – allow printing, display row and column headings, changing the default colour of the cells and the header and footers of the worksheet.

Jutput	Grid Lines
Vindow Vindow	✓ Horizontal
Print to printer	Vertical
leader / Footer	Dots
teader / Pooler	✓ Background
🔽 Header	Colour
Footer	
Edit	- Size
	Rows
xtract Mode	Columns
Row Headers	
Column Headers	

#### Expand

This allows colour formatting of the Expand control options.

Each of the sections displayed can be changed, Totals, Details and Subtotals. The fonts, font colour, back ground colour and cell boarders – all the normal formatting that Excel gives.

eet Pro itle	operties / 25 October	2004 09:05 🛛 🛛 🗵
5 O ctob	per 2004 09:05	
	· · ·	
Summa	ary Worksheet Expan	
Indent	t Separator	
		-
	Columns	
	Location	
	Clear	
	Back Colour	
Details	Fore Colour	
l et	Font	
	Borders	
	Sample	
	Clear	
Row	Back Colour	
	Fore Colour	
rotal	Font	
Å.	Borders	
	Sample	
н.	Clear Back Colour	
7	Fore Colour	
t i	Font	
Subtotal	Borders	
-	Sample	
	Cl	p
•		
		Help <u>D</u> K <u>Cancel</u>

#### Workbook Properties

#### Notes

Each workbook can have details stored against it. These are accessed by right clicking the date and selecting Workbook Properties.

Summary Pass	word Drilldown Expand Options		
Title	Adhoc Inquiries		
Subject	Trial Balanc Report		
Author	Will Grundy		
Manager	Edward Grundy		
Company	Ambridge & CO		
Comments			*
	×		<b>7</b>
Created by	Manager		
Modified by	Manager / 25 October 2004 10:21		
	Help	<u>0</u> K	

The password section allows a password to be set against any workbook.

Password Protected	
New Password	
Confirm Password	

The password can not be entered until the Password Protect box has been checked. Each time a Drill down is made then the default Format that it takes is from the Worksheet properties. All can be changed on the fly when creating a query.

The Auto Format drop down box displays the Excel default formatting available.

The Format Cells button calls the Excel Format Cells option.

As in the Report Designer Output field names, Table names, suppressing zeros and displaying totals are controlled in the worksheet properties but again these can be changed on the fly.

imple Preview			•	Forma	t Cells			
Header					Transactions			
Description	Date	Time	Integer	Number	Currency	Percent		
Sales Account	04/08/2004	10:30	108103	1234.0	1618.00	24%		
Import	07/17/2004	11:30	-2500	-2500.1	-3141.59	-31%		
Export	05/28/2004	12:30	1	0.5	1414.21	13%		
Bank Details	10/20/2004	13:30	99	99.4	2718.28	13%		
Other	10/25/2004	14:30	500	5.4	1202.05	82%		
Total			106203	-1160.7	3810.95	100%		
<ul> <li>Output Table Na</li> <li>Show Totals</li> </ul>	ames			<ul> <li>Output Da</li> <li>Suppress</li> </ul>	ata Item Names Zero Rows			

Each time the Expand tool is used the default formatting is taken from the Worksheet properties.

Section	Apply	Background			
Details					
Total Row	-				
Subtotal 1	M				
Subtotal 2	M				
Subtotal 3	M				
Subtotal 4					
Subtotal 5	M				
			<u>H</u> elp	<u> </u>	<u>C</u> ancel
		[	<u>H</u> elp	<u></u> K	Cancel
		[	<u>H</u> elp	<u></u> K	Cancel

Indent and Separator are the prefix display information that is displayed on the Expand query.

Notes

By double clicking on any row the colour bar appears allowing users to change the appearance of any of the cells in the Expand query. To apply any of the colours the check boxes must be checked for each of the rows

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Back Colour																
			_										_	_		_
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																- 1
																- I
	_	-					-	_			-					- 1

The options tab allows users to control the functions that can be used and the number of transactions displayed.

mary Password Drilldown Expand Options	Transaction Limit
Normal	© Specify
C Extract primary worksheets	C User Profile
rchive: Restore Default Archive Show Parent Book	Drill Profiles Drill Profiles Transactions Expand Breakout Clear <u>All</u>

# 8.4 Formatting lcons

Notes

The icons appear at the top right of the Adhoc Inquiry screen. The icons appear when available for use.

# □, □,

Moves up and down the drill tree - (See Drilldown)

### ₹

Drills on values (See Drilldown)

Ħ

Displays all Transactions (See Transactions)

**[**]

Expands (See Expand)

ъ

Breakout (See Breakout)

i7

Cube Analysis (See Cube Analysis)

E

Drill Path Maintenance (Drill Path Maintenance) - Not Available in this issue.

Σ 163768.91 AA 7444.04

#### Total and Average

To use the Total and Average use a drill down highlight the area to be summed or averaged, when the area has been highlighted, in the top right section the Total and Average is displayed.

🕺 Adhoc Inquiries					>	_ 🗆 ×
Ele View Qutput Tools Window			] 🗣	□ 〒 前 [] P3 104965.92 104965.92 104986.64 Account / Cost Centre		
ये प्र Account / Cost Cen रू Account / Cost Cen रू Account / Cost Cen	Transactions (NL) Account K110 K110	Cost Centre	-13147.01 -55491.80			
	K110 Total	SAL	-36327.11 -104965.92			

莭

This icon toggles on and off the Tool Tip. When hovering over a cell in a workbook or worksheet, information is displayed about the criteria that created the cell.

Specialized Drilldown allows additional Product specific drills to be defined in addition to the standard XRL Executive drills. In order to apply Specialized Drilldown functionality in XRL it must be included in the Author Product serduct. Specialized Drilldown for Journal Drill and Drill to Order Fulfilment/SunBusiness have been defined in the SunSystems 426 (SS4) and SunSystems 5 (SS5) serducts. – Not currently used by Pegasus XRL

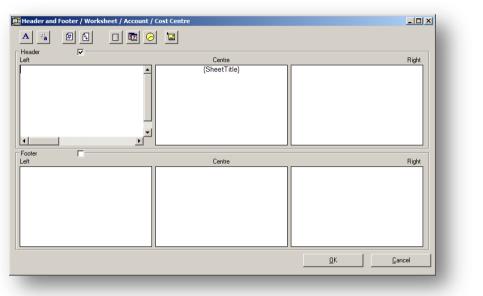
# 8.5 Menu Options

Notes

### View

Headers / Footers

All Excel functionality is available for headers and footers. When selected the Excel Header / Footer form is launched.



### Alerts

Not Available

### Output

Print

Click print to print a current worksheet.

PDF

If selected the PDF printer form is launched and current worksheets and workbooks are available to print to PDF.

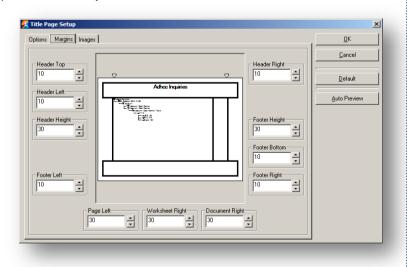
💐 Output To PDF	×	
PDF Output File Name	OK	
	Pre <u>v</u> iew	
Compression None	Cancel	
	Help	
Page Setup © Workbook © Output selected worksheets □ Use Print Area	Page Profiles	
Adhoc Inquirie Adhoc Inquirie 26 Octobe T Accour V T Accour V T Acc V T T Acc V T T Acc V T T T T T T T T T T T T T T T T T T T	Landscape A4	
	Apply Apply To All Bemove Remove All	

- Select a file name and location to save the PDF file to.
- Select the Compression drop down box to perform a compression on None, Text, Graphics or All.
- Page Setup allows users to select which workbooks or worksheets to print to PDF.
  - By selecting the Workbook the drills created can be deselected or selected
  - By Selecting the Worksheet the drills created per worksheet can be selected or deselected.
  - Print Area allows the Excel print options to be used.
- Title Pages can be used to produce a front page to the reports. The browse buttons allows users to change the appearance of titles, Page Numbers, Drill Tree lines, Headers, and Footers
  - $\circ$  Options

Style	Print Page Numbers	Colours	Cancel
Tree	✓ Worksheet	Dots	
Contents	✓ Workshock ✓ Document		Default
		Tree	
Print Tree Z Tree Lines	Options Show only printed pages		Auto Preview
	Show Dots	Titles	
Tree Icons			
	Show Worksheet Headers	Worksheets	
<u> </u>	Show Document Headers		
Print Headers	Print Footers	Documents	
🔽 Left	🔽 Left		
🔽 Centre	Centre		
🔽 Right	🔽 Right		

o Margins

Margins can be set for the reports. The report can be auto previewed at any time.



o Images

By selecting the browse button images can be added to the report. These can be from any location.

The plus symbol to add a new image. The plus sets the orientation of the prints. Page Profiles can be added and used with in the reports. The destination of the plus symbol.	ptions Margins Images			<u></u> K
et the plus symbol to add a new image.          Addressedue         State Setue			le Change	+
https://www.comment.co				Auto Previe
https://www.comment.co				
see       Image: Control of the page header, footer, or body. Alignment in the reports. The definition of the prints.	t the plus symbol	to add a new im	nage.	
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Advance of the page header, footer, or body. Align margins of each image can be spected with in the reports. The d				
Profiles can be added and used with in the reports. The definition of the prior			· Body	
Profiles can be added and used with in the reports. The definition of the prints.	Adhoc.in	quiries	☐ Horizontal	
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hages can be added to the page header, footer, or body. Align margins of each image can be spe c OK when finished Profiles sets the orientation of the prints. Page Profiles Landscape A4 Cheet Decter Profiles can be added and used with in the reports. The d			Left 3	Right 3
margins of each image can be specified Profiles sets the orientation of the prints. Page Profiles Landscape A4 Chart Back Profiles can be added and used with in the reports. The d			Top 3	Bottom 3
		if each ii ed	mage can	
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	t OK when finishe Profiles sets the Page Profiles Landscape A4			
	t OK when finishe Profiles sets the Page Profiles Landscape A4	added and use	ed with in the rep	orts. The d
	t OK when finishe Profiles sets the Page Profiles Landscape A4	added and use	ed with in the rep	orts. The d
	t OK when finishe Profiles sets the Page Profiles Landscape A4	added and use	ed with in the rep	orts. The d
	t OK when finishe Profiles sets the Page Profiles Landscape A4	added and use	ed with in the rep	orts. The d
	t OK when finishe Profiles sets the Page Profiles Landscape A4	added and use	ed with in the rep	orts. The d

Code	Description			<u>0</u> K
Profile No1	Accounts			Cancel
Settings   Margins	Background			
✓ Horizontal Alig         ○ Left         ○ Centre         ○ Right         ✓ Vertical Align         ✓ Vertical Align         ✓ Point Titles         ✓ Point Titles         ✓ Point Titles         ✓ Point Scale         ① Scale	ent	bitions Grid Lines Column Headers Row Headers Colour Page Order © Down then Over © Down then Down Print Headers Centre Right	✓       Print Footers         ✓       Left         ✓       Centre         ✓       Right	<u>A</u> uto Preview

Various check boxes and radio buttons control the look and feel of the report. Margins are set on the margin tab.

ode Descri Profile No1 Accou	-		<u>O</u> K Cancel
Header Top 25 × Header Left 25 × Header Height 30 × Data Left 25 × Footer Left 25 ×		► Header Right 25 ★ Data Right 25 ★ Footer Height 30 ★ Footer Bottom 25 ★ Footer Right 25 ★	Auto Preview

Page 152

#### Background images are set on the Background tab

ode	Description				<u>0</u> K
rofile No1	Accounts				Cancel
ttings   Margins	Background				
ettings 🗍 Margins	Background				Proview
ettings   Margins Images	Background			Auto	o Preview
	Background	Location	Style	 Auto	) Preview

Using the images is the same as in the title settings. Once the profile has been created it can be exported and used again when another PDF report is required

Code	Descri	Profile	
Profile	Accou	Works	
Api	ply	Apply To	All
Rem	ove	Remove	AI I

Select the Save button to export the profile once created. Select the open button to import the saved profile and apply it to the current report.

### HTML

Outputting to an HTML file produces reports which can be browse either locally or on an intranet. Using the HTML wizard users can enable html frames to be used with each worksheet or workbook having their own sheet.

The wizard will create the main frames and pages. Although the information is not dynamic it can be rebuilt at anytime.

e Name		ок 1
\Opera II\Vision\sop.htm		
ata Location		Cancel
\Opera II\Vision\sop_HTML\		Help
eader Footer Options		
Z Enabled		
ile Name		
C:\Opera II\Vision\top.htm		
Scrolling		
Display in separate frame	Height 10 🕺 %	
utput Sheets		
Workbook		
Output selected worksheets	Print Area	
Sheet 🗹 🗐		
-I - Adhoc Inquiries		
■ <u>26 October 2004 11:48</u>		
🖃 🏹 Document 🗹		
🔄 🏹 Document / Stock 🛛 🗹		

The same criteria as PDF printer is used in the production of HTML.

If frames are used then the html sheet may look similar to below. Each Adhoc query is available to browse by using the document in the menu section on the left hand side of the html document. The main area displays the information.

	] 💈 🏠 🔎 Search	Favorites	🕙 🖂	' 🤤 🖻	<u>n •</u>		
Address C:\Opera II\Vis							🔁 Go 🛛 Links 🎽 📆 🗸
Google -	💌 😚 Search W	/eb 👻 🎯 Seard	i UK 🛛 💋	🖶 135 bi	ocked 🏾 🗐	AutoFill 🧯	🛐 🛛 🔁 Options 🥒
Adhoc Inquiries	Good Morning Opera	II XRL User					
Document /	Worksheet		Doc	ument			
							-
		Transaction	s Line	ltem	Line	Cost	
		Document	Quantity	Price	Value	Price	-
		DOC00466	20.0	1712.0	10058.0	0.0	
		DOC00467	8.0	856.0	4023.2	0.0	
		DOC00468	18.0	1968.0	6937.2	156.0	
		DOC00469	16.0	1215.6	6879.9	268.0	
		DOC00470	12.0	1096.0	3863.4	0.0	
		DOC00471	50.0	880.0	5593.0	15.6	
		DOC00472	10.0	856.0	5029.0	0.0	
		DOC00473	12.0	895.9	2105.4	26.7	
		DOC00474	8.0	856.0	4023.2	0.0	
		DOC00475	6.0	856.0	3017.4	0.0	
		DOC00476	10.0	856.0	5029.0	0.0	•

### **Microsoft Office**

This option allows users to export the information to MS Excel. Select the plus sign and find a suitable name and location to save the file into.

utput to Microsoft Office	×
35	ок (
le Name +	
	Cancel
	Help
tions	
leader / Footer Options	
Output Header     Output Footer	
Left Left	
Center	
Right     Right	
Apply Formatting     Apply Formatting	
Dutput Sheets	
● Workbook D Output selected worksheets IT Use Print Area	
Vorkbook Output selected worksheets Use Print Area Sheet III III III III	
Workbook     Output selected worksheets     Use Print Area     Sheet     D	
Workbook       Output selected worksheets       Sheet       Image: Sheet	
Workbook       Output selected worksheets       Use Print Area       Sheet       Image: Sheet </td <td></td>	
Workbook       Output selected worksheets       Sheet       Image: Sheet	
Workbook       Output selected worksheets       Sheet       Image: Sheet	
Workbook       Output selected worksheets       Sheet       Image: Sheet	
Workbook       Output selected worksheets       Sheet       Image: Sheet	
Workbook Output selected worksheets Use Print Area  Sheet  220 October  23 Type  ↓ Type  ↓ Accc	
Workbook       Output selected worksheets       Sheet       Image: Sheet	
Workbook Output selected worksheets Use Print Area  Sheet  220 October  23 Type  ↓ Type  ↓ Accc	
Workbook Output selected worksheets Use Print Area  Sheet  220 October  23 Type  ↓ Type  ↓ Accc	

#### The header section allows users to add headers and foots and alignments

Notes

▼ Tree	Include cell criteria	Paper Size A4 210 x 297 mm	
Tree Icons	Excel 5		
Protect	🔲 Leave Excel Open	C Landscape	
	Leave Word open	Portrait	
Password to open		Password to modify	

The option section allows users to change the orientation of the page, if we export to MS Excel do we want to leave the products open, or include any of the criteria that were used to select the information.

If the protect check box is used then passwords can be added to open or to modify. If any passwords are entered then a prompt box is displayed to confirm the passwords.

As in PDF or HTLM options select the Worksheets / Workbooks on the left hand side. The Worksheet, Document, Graph and Cube, icons can be selected or deselected. These are the exported items.

<u></u>	v 🖬			Sheet
		۵ 🛄	V W	 -l- 🚸 Adhoc Inquiries
		$\checkmark$	1	_ ↓ ☐ 29 October
				Type
		$\checkmark$	$\checkmark$	

When all the information has been entered users can build export by selecting OK.

Notes

29 October 2004 15:17	Account	
T Type	Transactions (NL)	E
- s would	Type Value	
	05 X Dutput to Hicrosoft Office X	
	15 Files	
	20 File Name	
	35 Help	
	40 Options	
	45 Header / Footer Options	
	Tree Include cell criteria Paper Size	
	Tree Icons Excel 5	
	Protect Excel Open C Landscape	
	Elseve Word open C Portrait	
	Password to op Output to Microsoft Office	
	Outputing to Office	
	Carcol	
	r Output Sheets-	
	Workbook     Upd selected worksheets     Use Pint Area	
	Ø Sheet □ ☑ Ø 🗰 Ø 💼 Ø 🖬 🖉	
	□ i 2 9 0 ctober □ ☑ ☑	

# Tools

There only two options available with in the Tools menu

#### **Options**

this allows the user to set default formatting for all of the worksheets, cubes and charts. Fonts, Decimal Places, Colours etc are all set within Options

				×
,				
Chart				11
				ш
				ш
				μI
Help		ок	Cancel	-
	Chart ]			

### Language

Not able to amend.

### Windows

#### Tree

Tree toggles the Drill Tree display on or off for maximum viewing areas

### Freeze Pane

This toggles to title pane at the top of the page to Freeze or Unfreeze.

# 8.6 Creating Drills

There are 5 types of query

- Drilldown
- Transaction
- Expand
- Breakout
- Cube

These allow users to pick a row in the summary report and query the row.

To access these tools right click on any row. It is important to pick the correct position in the row. If the wrong position is selected then the query will display 'Invalid Selection'. All queries will work if the value cell is selected. Some of the rows will allow some of the queries.

Account		Cost Centre	Value			
A110			270000.	00		
A120			7820.	00		
A130	- <b>3</b> D	rilldown	•	po		
A150		ransactions		18		
A155		xpand		DO		
C110		reakout		07		
C210		ube Anal <u>y</u> sis	•		Invalid selection	
C310				÷		_
C315		ormat	•	04		
C320	-	rill P <u>a</u> th Maintenand		34		
C330		revious Worksheet	F11	91		
C340		ext Worksheet	F12	76		
E110		heet Properties		65		
E220				00		
E310	🖨 B	rint		12		
E320			0.	00		

Specify will appear if the correct cell has been chosen.

U215		56.	45	
U230		864.	00	
U310		2015	<u>co</u>	
W110	ADM	155668	<u> D</u> rilldown	Specify
W110	SAL	DZ/U	Transactions	•
W110	TEC		[ŧ≣ <u>E</u> xpand	•
W120	ADM		Breakout	•
W120	SAL	5354	Cube Analysis	<b>▶</b>
W120	TEC	9381	F <u>o</u> rmat	•
W130	ADM	-403	🔄 Drill P <u>a</u> th Maintenance	
W130	SAL	-031	Previous Worksheet	F11
W130	TEC	-249	🗣 Next Worksheet	F12
W140	ADM	-1416	Sheet Properties	
W140	SAL	-102	🖹 <u>С</u> ору	
W140	TEC	651	🚭 Print	
4				

# 8.6.1 Drill Down

Notes

The drilldown will create a new worksheet under the existing worksheet.

Adhoc Inquiries	
<u>File View Output Tools Window</u>	v <u>H</u> elp
• • 📽 🖬 🖨 🛈 • 🗎 🖬 🖬	
	Worksheet Chart
🔄 🖃 🧇 Adhoc Inquiries 🥤	[
25 October 2004 10:21	
I 3 Account / Cost Centre	
Account / Period	Transactions (NL)
Transactions	Account Peri
Account / Period	A120
	Total

It is identified by the corkscrew icon.

It does not identify the account that was drilled down but just the description or fields used. It also creates a chart of the worksheet. This is displayed within the chart tab.

To use drilldown

- 1. Select a value on a row that needs to be drilled down to
- 2. Right Click
- 3. Select Drilldown
- 4. Select Specify (To apply an existing drill select the name of the drilldown.)
- 5. Enter Criteria See below
- 6. Change Options See below
- 7. Select OK

#### Criteria

For drill down once the correct cell has been chosen the following form appears:-

Filter From	Opera II XRL	Opera I				
Description	Filter From	Filter To	Value From	Value Tr		<u>H</u> elp
Product	Opera II XRL	1	Opera II XRL	1	<u> </u>	
Company ID	Z		Z			
Table	NT		Transactions (NL)			
Year	2003	2003	2003	2003		
Account	U310	U310	U310	U310		
Cost Centre	1	1	1	1		
election List		Outpu	ıt			
- Account		▲ I Item			Sort Number	
- Account B- NA Accounts (NL)		▲ I Item			Sort Number	-
Account - NA Accounts (NL) - Cost Centre		▲ I► Item 41 ΣΝ			Sort Number	
Account - NA Accounts (NL) - Cost Centre - NC Cost Centres		▲ I► Item 41 ΣΝ			Sort Number	
Account - NA Accounts (NL) - Cost Centre		▲ I► Item 41 ΣΝ			Sort Number	
— Account B- NA Accounts (NL) — Cost Centre B- NC Cost Centres — Type		▲ I► Item 41 ΣΝ			Sort Number	
Account Accounts (NL) Cost Centre NC Cost Centres Type NY Type		▲ I► Item 41 ΣΝ			Sort Number	
- Account B-NA Accounts (NL) - Cost Centre B-NC Cost Centres - Type - NY Type - Sub Type		▲ I► Item 41 ΣΝ			Sort Number	
- Account B-NA Accounts (NL) - Cost Centre B-NC Cost Centres - Type B-NY Type - Sub Type B-NS Sub Types		▲ I► Item 41 ΣΝ			Sort Number	I
- Account B- NA Accounts (NL) - Cost Centre B- NC Cost Centres - Type B- NY Type - Sub Type B- NS Sub Types - Journal Number		▲ I► Item 41 ΣΝ			Sort Number	
Account     Accounts (NL)     Cost Centre     NC Cost Centres     NC Cost Centres     Type     NY Type     Sub Type     Sub Type     Journal Number     Reference		▲ I► Item 41 ΣΝ			Sort Number	
Account     Accounts (NL)     Cost Centre     NC Cost Centres     Type     NV Tost Centres     Sub Type     Sub Type     Sub Type     Journal Number     Reference     Input By		▲ I► Item 41 ΣΝ			Sort Number	Ī
- Account - NA Accounts (NL) - NA Accounts (NL) - Coat Centre - Type - NC Cost Centres - Type - Sub Type - Sub Type - Sub Type - Sub Type - Journal Number - Reference - Input By - Trans Type		▲ I► Item 41 ΣΝ			Sort Number	
- Account - Accounts (NL) - NA Accounts (NL) - Cost Centre - Type - Type - Sub Type - NS Sub Types - Journal Number - Reference - Input By - Trans Type - Comment		▲ I Item			Sort Number	
Account B-NA Accounts (NL) Coat Centre B-NC Cost Centres - Type B-NY Type B-NS Type B-NS Sub Types - Journal Number - Reference - Input By - Trans Type		▲ I► Item 41 ΣΝ			Sort Number	
Account     Accounts (NL)     NA Accounts (NL)     Cost Centre     VC Cost Centres     NY Type     Sub Types     NS Sub Types     Ournal Number     Reference     Input By     Trans Type     Comment     Trans. Reference		▲ I► Item 41 ΣΝ			Sort Number	
Account (NL) Accounts (NL) Cost Centre Cost Centres FVC Cost Centres FVP Type SVN Type SVN Type Odurnal Number Reference - Input By Trans Type Comment Trans Reference - Infut Date		▲ I► Item 41 ΣΝ			Sort Number	
Account     Accounts (NL)     NA Accounts (NL)     Cost Centre     VC Cost Centres     NY Type     Sub Types     NS Sub Types     Ournal Number     Reference     Input By     Trans Type     Comment     Trans. Reference		▲ I► Item 41 ΣΝ			Sort Number	

This allows users to drag fields across to the Output section to display information about a summary;

#### Notes

For Example	
If the period is dragged a	across the data will display information about
Year Range	2003 – 2003
Account Range	U310 – U310
Cost Centres	!-!

For values and Periods

election List	Output	
NA Accounts (NL)	Item     Sort Number	
Cost Centre	I NT\Period	
NC Cost Centres	Σ NT\Value	
Туре		
⊡ NY Type Sub Type		
- Sub Type		

If the Account is required in the display then this must also be selected otherwise it will not appear in the new query.

If a field is chosen that can not be used then the following dialogue box appears.



### Options

The options are taken from the workbook defaults but can be changed before displaying the information.

,											
,						-				<u>C</u> ancel	
ubtotalling										<u>H</u> elp	
	Item			ition	Display C	olours	Outline	Expand			
Total NT\Period			Bottom		Show Value 🕑		■ Outline ✓ Outline	🗹 Expan			
INT VIENOU			Dotton			ADC		La Capani			
									-		
									•		
[											
Suppress Zero R	ows										
,	ows										
,	ows										
Suppress Zero R		<b>-</b>	<u>ح</u> ا	Output Tab	le Names		<sup>7</sup> Output Dat	a Item Name	s		
Suppress Zero R uto Format		<b>-</b>	ব	Output Tab	le Names	N.	Output Dat	a Item Name	s		
' Suppress Zero R uto Format imple Preview		<b>_</b>	ব				Öutput Dat	a Item Name	s		
Suppress Zero R uto Format imple Preview <b>Header</b>		_			Transactions		Output Dat	a Item Name	s		
Suppress Zero R uto Format imple Preview Header Description	Date	Time	Integer	Number	Transactions Currency	Percent	<sup>7</sup> Output Dat	a Item Name	s		
' Suppress Zero R uto Format imple Preview Header Description Sales Account	Date 04/08/2004	<b>Time</b> 10:30	Integer 108103	Number 1234.0	Transactions Currency 1618.00	Percent 24%	<sup>7</sup> Output Dat	a Item Name	s		
' Suppress Zero R imple Preview Header Description Sales Account Import	Date 04/08/2004 07/17/2004	Time 10:30 11:30	Integer	Number 1234.0	Transactions Currency 1618.00 -3141.59	Percent 24%	<sup>7</sup> Output Dat	a Item Name	s		
Suppress Zero R uto Format imple Preview <b>Header</b> Description Sales Account Import Export	Date 04/08/2004 07/17/2004 05/28/2004	Time 10:30 11:30 12:30	Integer 108103 -2500 1	Number 1234.0 -2500.1 0.5	Transactions Currency 1618.00 -3141.59 1414.21	Percent 24% -31% 13%	<sup>7</sup> Output Dat	a Item Name	s		
Suppress Zero R uto Format imple Preview Header Description Sales Account Import Export Bank Details	Date 04/08/2004 07/17/2004	Time 10:30 11:30 12:30 13:30	Integer 108103 -2500 1 99	Number 1234.0 -2500.1	Transactions Currency 1618.00 -3141.59	Percent 24% -31% 13% 13%	<sup>7</sup> Output Dat	a Item Name	\$		

A title can be given to the drill down by typing in the title text box. If zeros are not required then select the suppress Zero Row check box.

# The total for the value will be displayed if the total option is checked. The position is determined by the drop down boxes under position column.

Output table and field names are displayed if the default settings on the workbook are set to yes – these can be changed by selecting or deselecting the check boxes.

If all is acceptable select OK to display information.

3374.18	
8198.00	
113065.QZ	
89398. 👔 Drilldown	Specify
35425.2 Iransactions	Account / Period
28150. [Expand	► Edit
99885.1 % Breakout	•
163693.	•

Once the criterion has been set then it is stored and can be used again in another drill down.

### Delete / Edit Drilldown Query

The Drilldown query can be deleted or the title changed by selecting the Edit option.

Once in the edit mode a list of Drilldowns appear. Select the drilldown to be edited and select delete to remove this or in the description box below change the title name.

Select close when finished.

Profile Maintenance			×
Description Account / Period	Date 25/10/2004 11:24:52	Create 🔺 Manag	Close
			Delete
			Help
۹[		▼ 	
Details			
Description			
Account / Period			
🔲 Static Menu			
		_	

#### **Delete worksheet**

- 1. To delete and existing worksheet
- 2. Select the worksheet Drilldown on the drill tree
- 3. Right click
- 4. Select Delete Worksheet

# 8.6.2 Transactions

Notes

The transactions option works in a similar way to drill down except that it does not summarise the transactions to the lowest form but displays all the transactions. It also creates a separate worksheet and is located beneath the top level query.

<ul> <li>✓ ☞ ■ ▲ 0</li> <li>✓ ■ ▲ 157.4 ⊕ 231.0</li> <li>Worksheet Chart</li> </ul>	
SSSSSSSSSSSSSSSSSSSSSSSSSSSSSSSSSSSSSS	
Workander Chart	
I ♦ Adhoc Inquiries Transactions	
■ 25 October 2004 10:21	
	<u> </u>
Transactions Account Cost Centre Journal Number Reference Input By Trans Type Comme	nt Trans. Refere
Account / Period A120 55.0 MANAGER Balance Balance	for 2002
Total 55.0	

It is identified by an icon that looks like a table.



The transaction will display an Excel spreadsheet and a chart based on the spreadsheet.

For Example 5 transactions for Account A130 3 in period 1 2 in period 2

If the drill down is used and periods are one of the fields selected then there would be two lines displayed one for each period

If the Transaction is used and period was the only field selected then there would be 5 lines displayed, one for each transaction even if period was the only other field selected.

The Selection criteria and options are exactly the same as the Drill Down query.

A separate worksheet is created for each transaction query.

### **Create worksheet**

To use Transactions

- 1. Select a row with a value to be drilled down to
- 2. Right click
- 3. Select Transactions
- 4. Select Specify
- 5. As per Drilldown
  - a. Drag fields required in the criteria
  - b. Select options to display
  - c. Select OK

#### **Delete worksheet**

- 1. To delete and existing worksheet
- 2. Select the worksheet transaction on the drill tree
- 3. Right click

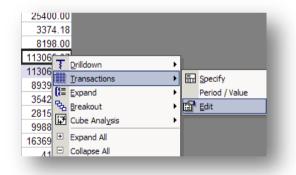
Adhoc Inquiries	
<u>File View Output Tools Window</u>	v <u>H</u> elp
🔶 - 🖻 🖬 🎒 🗘 - 💷 🔟	
Adhoc Inquiries	Worksheet Chart
= 1 1 25 October 2004 10:21	
Account / Cost Centre	
Account / Period	Transactions (NL)
Transactions	Period Value
Account / Period	1.0 270000.00
Period / Value	1.0 270000.00
Delete Work	ksheet
Sheet Prope	erties
Workbook P	
Close	

4. Select Delete Worksheet

### **Delete Transaction Query**

Once the transaction query has been created the query must be edited to delete it.

- 1. Select the top level query
- 2. Go to the worksheet value column
- 3. Select and value field
- 4. Right click
- 5. Select transaction
- 6. Select edit



- 7.
- 8. Highlight the query to be deleted

[	Date	Create 🔺	Close
2	25/10/2004 11:54:08	Manag	
			Delete
			<u>H</u> elp
		Date 25/10/2004 11:54:08	

9.

10. Select delete

This will only delete the query not the worksheet.

# 8.6.3 Expand

The Expand does not create a new worksheet but amends the existing worksheet. It can be used on the top level or the summary drilldowns in subsequent levels. As the title implies it expands the existing worksheet.

The Expand query allows rows to be hidden until required, with information in the rows that are hidden

For Example Rows Hidden by the '+'

	U120	ADM	689.37
	U215		56.45
	U230		864.00
	U310		2015.68
÷	W110	ADM	155668.22
	W110	SAL	52700.00
	W110	TEC	105459.20
	W120	ADM	15002.01

Rows displayed - to toggle between hidden and displayed select '+' or '-'.

	U230		864.00	
	U310		2015.68	
	W110 - ADM - 1		10395.36	
	W110 - ADM - 2		10395.36	
	W110 - ADM - 4		10395.36	
	W110 - ADM - 3		10510.08	
	W110 - ADM - 5		10516.45	
	W110 - ADM - 6		10631.17	
	W110 - ADM - 7		14674.02	
	W110 - ADM - 8		15222.66	
	W110 - ADM - 10		15405.54	
	W110 - ADM - 9		15703.14	
	W110 - ADM - 11		15703.14	
L	W110 - ADM - 12		16115.94	
	W110	ADM	155668.22	
Г	W110	SAL	-	

- 1. To use the Expand query
- 2. Select a row from the report
- 3. Right click and select 'Expand'.
- 4. Select Specify

#### Criteria

Description	Filter From	Filter To	Value From	Value To	<u>H</u> elp
Product	Opera II XRL	Filler TO	Opera II XRL		
Company ID	Z		Z		
Table	NT		Transactions (NL)		
Year	2003	2003	2003	2003	
Account	S120	\$120	S120	S120	
Cost Centre	ADM	ADM	ADM	ADM	
Cost Centre	ADM	ADM	ADM	ADM	
election List		Out		Sort Number	-
- Sub Type		=			
- NS Sub Types     - Journal Number     - Reference     - Input By     Trans Type     Comment     Trans. Reference     Entry Date     Value     Year     Year					1 10

### Options

The option settings can be changed – this will control what and how fields are displayed in the worksheet.

Totals and Zero suppression are also set here.

Item	Position     Outline     Expand       Bottom     ▼ IV     Outline     IV     Expand	
Suppress Zero Rows		

one field using the settings from the worksheet

🕏 Workbook Properties	
Summary Password Drilldown Expand Dptions	Any indent will use the properties set in the workbook.
Section     Apply     Background       Details     Image: Constraint of the sector of the	Each field will be separated by the settings in the properties.

For each account that the Expand is run on, is displayed a summary of the transactions for the fields chosen. The fields are merged into one column.

Account	Cost Centre	Value
Q140	ADM	610.60
Q140	SAL	1475.79
Q140	TEC	17.02
Q145		65.53
Q150		759.10
S110	ADM	200.42
S110	SAL	275,75
	S120 / ADM / 1.00	106.01
	2.00	64.59
	7.00	114.89
	8.00	39.57
	9.00	183.36
	10.00	91.06
S120	ADM	599.48
S120	SAL	593.79
U110	ADM	712.97
LI110	SAI	239.28

The Expand can be collapsed by selecting the – sign. To run the Expand query on another account:

- 1. Select new account (anywhere on the row)
- 2. Right click
- 3. Select Expand
- 4. Select the query previously created

Q1		DAL			40.01			
Q1	Ŧ	<u>D</u> rilldown	•		321.71			
Q1	Ħ	Transactions	•		C00 70		_	
	()	Expand	•	<b></b>	Specify			
01	ጜ	Expand Breakout	•		Account / Cost G	entre / Period		
Q1	i7	Cube Anal <u>y</u> sis	•		Account / Cost C	entre	-	
	+	Expand All		r	Edit			
Q1	-	Collapse All			-275.00			
Q1		Format	•		1175.39			
Q1	E	Drill P <u>a</u> th Maintenance			610.60			
	₽,	Previous Worksheet	F11	3.00	642.28			
	□,	Next Worksheet	F12		312.77			
	_	Sheet Properties			225.00			
		Copy			110.64			
	9	Print			137 44			

The expand query does not create a new worksheet therefore it can not be deleted. The Expand query is deleted in exactly the same way as the Transaction and Drilldown.

# 8.6.4 Breakout

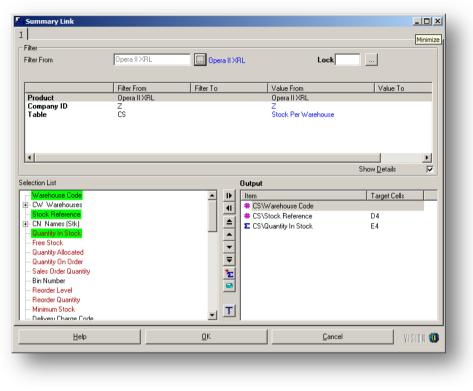
The Breakout creates a new spreadsheet with a drill down for each primary field, secondary field etc.

It is not advised that this be done on a large data set or on more than 5 fields.

Example

- Summary Link
- Table selected
- Fields

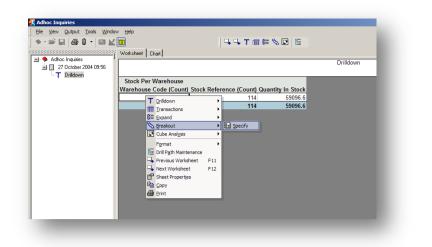
Stock per Warehouse Warehouse Code, Stock Ref, Quantity in Stock



- 1. Select Drill down
- 2. Select Summary



- 3. Select OK
- 4. Right Click anywhere on the row and select breakout



5. Select Specify to create a new Breakout or chose and existing Breakout.

Criteria Options					<u>o</u> k (
Filter					
Filter From	Opera II XRL	··· Opera II	XRL		<u>C</u> ancel
	,				Help
Description	Filter From	Filter To	Value From Val	ue To	<u></u> ob
Product	Opera II XRL	Tikerro	Opera II XRL		
Company ID Table	Z CS		Z Stock Per Wareho		
}					
Selection List		Outpu	t		
			Warehouse Code	Sort Number	
- Stock Reference					
- Quantity In Stock - Fo	rmatted				
- Free Stock					
<ul> <li>Free Stock - Formatte</li> <li>Quantity Allocated</li> </ul>	٥	■			
- Quantity Allocated - F	ormatted	2			
- Quantity On Order					
Quantity On Order - F Sales Order Quantity	ormatted	<u><u></u><u></u><u></u><u></u><u></u><u></u><u></u><u></u></u>			
- Sales Order Quantity	Formatted				
- Bin Number					
	-u-J				
	meu				0
		<b>▼</b> •			
a field acr	oss into the	Output sec	tion		
•					
ons					
ons					
Breakout					
					<u></u> K
Breakout					<u>O</u> K Cancel
• Breakout Criteria Options					

Change the title of the Breakout in the options section if required.

Criteria

0

1. select OK

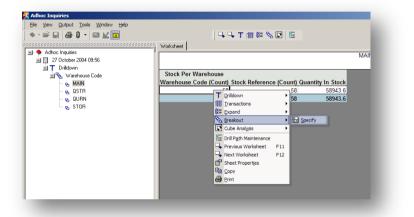
#### Notes

In this case the breakout creates the Summary Link and analyses the data across the warehouses.

Eile View Qutput Tools Windov		┖₄ ┖₄ ऱ (1111)		
		j → → { III (	e 6 12 19	
	Worksheet			
- Adhoc Inquiries				STO
i 27 October 2004 09:56				
三 🐺 Drilldown				
🖃 🗞 🛛 Warehouse Code	Stock Per Warehouse			
- 🖷 MAIN	Warehouse Code (Count)	Stock Reference (Count) Q	uantity In Stock	
- 😦 QSTR	15	15	0.0	
- 🖷 QURN	15	15	0.0	
STOR				
-0				

Note the warehouses are created automatically.

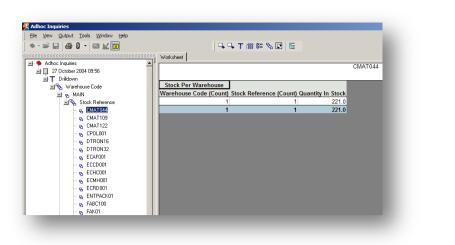
2. Drilling down further using the Breakout can show the stock items in the warehouse.



- 3. Highlight one of the warehouses
- 4. Move to the information area
- 5. Right click on the row and select Breakout
- 6. Select Specify

Selection List → Warehouse Code ⊕ CW Warehouses → Stock Reference ⊕ CN Names (Stk)	Output Item CS\Stock Reference	Sort Number	

- 7. Drag the stock reference across to the Output section
- 8. Select OK.



The warehouse has now a list of stock items and the Summary link for each item.

To apply the Stock Ref Breakout to the other warehouses:

🕺 Adhoc Inquiries	
Ele View Qutput Tools Window Help	
] • · 📽 🖬   🖨 Q •   📾 🔟 🧰	
Adhoc Inquiries	Warksheet OSTR
27 October 2004 09:56	usir.
<u>∃</u> T Drildown	Charl DealWard and
In the second secon	Stock Per Warehouse Warehouse Code (Count) Stock Reference (Count) Quantity In Stock
로 쇼 MAIN 영국 Stock Reference - 쇼 OSTG - 쇼 QURN - 쇼 STOR	Tri Didouni T T Didouni T Didou

- 1. Select another warehouse.
- 2. Right click on the line in the information area
- 3. Select Breakout
- 4. Select Stock Ref this will apply the Breakout created before.

# 8.6.5 Cube

Notes

When the Cube is selected the criteria is taken from the Summary Link or Report but can be amended.

### Criteria

er er From	Opera II XRL	(	)pera II XRL				<u>K</u>
							Cancel
escription	Filter From Opera II XRL	Filter To	Value From Opera II XF		Value To		
Company ID	Z CS		Z				
able	US		Stock Per	Wareho			<u>N</u> ew Criteria
							<u>D</u> elete Criteria
ction List Warehouse Code			utput Item		Sort Numb	er	<u>H</u> elp
CW Warehouses		•	CS\Stock Reference				
Stock Reference CN Names (Stk)			CS\Warehouse Code CS\Quantity In Stock				
Quantity In Stock			CS\Free Stock				
Quantity In Stock - Formatted Free Stock							
Free Stock - Formatted		₹					
Quantity Allocated Quantity Allocated - Formatted		32					
Quantity On Order		* <u>₽</u> <u>₽</u> <u>2</u> ?					
Quantity On Order - Formatted		<u>2</u> ?					
Sales Order Quantity Sales Order Quantity - Formatt	ed						
Bin Number							
Reorder Level Reorder Level - Formatted							
Reorder Quantity		-					VISION 💷
<b>ns</b> ns can be char	nged in the	e Optior	is Tab				
ube Analysis	nged in the	e Optior	is Tab				= = 2
ns can be char	nged in the	e Optior	ıs Tab			_	
ube Analysis		e Optior		tion Totals	Colif	7	<u>ok</u>
ns can be char (ube Analysis eria Options Cube Dimension Options	nged in the	e Optior	Measure Orienta	tion Totals ▼□	Split	1	
Scan be char       ube Analysis       eria     Options       Cube Dimension Options       1       Stock Reference       2       Warehouse Code		e Optior	Measure Drienta		Split	]	
Lube Analysis     eria Options     Cube Dimension Options     Stock Reference     Warehouse Code     Quentity In Stock		e Optior	Measure Orienta	-	Split	]	
Scan be char       ube Analysis       eria     Options       Cube Dimension Options       1       Stock Reference       2       Warehouse Code		e Optior	Measure Drienta	-	Split	]	
Lube Analysis     eria Options     Cube Dimension Options     Stock Reference     Warehouse Code     Quentity In Stock		e Optior	Measure Drienta	-	Split		
Lube Analysis     eria Options     Cube Dimension Options     Stock Reference     Warehouse Code     Quentity In Stock		e Optior	Measure Drienta	-	Split		
Lube Analysis     eria Options     Cube Dimension Options     Stock Reference     Warehouse Code     Quentity In Stock		e Optior	Measure Drienta	-	Split		
ube Analysis         eria       Options         Cube Dimension Options         1       Stock Reference         2       Warehouse Code         3       Quanity In Stock         4       Free Stock	Field Name		Measure Orienta	-	Split		
Scan be char       ube Analysis       eria     Options       Cube Dimension Options       1     Stock Reference       2     Warehouse Code       3     Querly In Stock       4     Free Stock		e Optior	Measure Orienta	-	Spik		
ube Analysis         eria       Options         Cube Dimension Options         1       Stock Reference         2       Warehouse Code         3       Quanity In Stock         4       Free Stock	Field Name	Decimal S	Measure Orienta	· · · · · · · · · · · · · · · · · · ·	Spik		
ube Analysis         eria       Options         Cube Dimension Options         1       Stock Reference         2       Warehouse Code         3       Quanity In Stock         4       Free Stock	Field Name	Decimal S	Measure Drient Sicer Sicer Sicer s	· · · · · · · · · · · · · · · · · · ·	Spik		
Image: Second Decimal Places         Image: Second Decimal Places         Thousand Separator	Field Name	Decimal S	Measure Drienta		Split		
And Separator  Curbe Carl be char  Cube Analysis  Final Options  Cube Dimension Options  Cube Dimension Options  Cube Dimension Options  Cube Dimension Options  Currency  Decimal Places  Currency  Curency  Currency  Curency  Currency  Currency  Cur	Field Name	Decimal S Decimal S	Measure Orienta Slicer Slicer 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2	· · · · · · · · · · · · · · · · · · ·			
Image: Second Decimal Places         Image: Second Decimal Places         Thousand Separator	Field Name	Decimal S Decimal S	Measure Orienta Slicer Sicer S Scer sparator Thousand Separator				
And Separator  Curbe Carl be char  Cube Analysis  Final Options  Cube Dimension Options  Cube Dimension Options  Cube Dimension Options  Cube Dimension Options  Currency  Decimal Places  Currency  Curency  Currency  Curency  Currency  Currency  Cur	Field Name	Decimal S Decimal S	Measure Orienta Slicer Slicer Slicer Slicer Parator Thousand Separator Thousand Separator				
And Separator	Field Name	Decimal S	Measure Orienta Slicer Slicer Slicer Slicer Parator Thousand Separator Thousand Separator		Spik		
And Separator	Field Name	Decimal S	Measure Orienta Slicer Slicer Slicer Slicer Parator Thousand Separator Thousand Separator				
And Separator	Field Name	Decimal S	Measure Orienta Slicer Slicer Slicer Slicer Parator Thousand Separator Thousand Separator				
And Separator	Field Name	Decimal S	Measure Orienta Slicer Slicer Slicer Slicer Parator Thousand Separator Thousand Separator				
And Separator	Field Name	Decimal S	Measure Orienta Slicer Slicer Slicer Slicer Parator Thousand Separator Thousand Separator				

# On selecting OK the cube is displayed

\_8× View Qutput Iools Window E Cube Analysis Chart Cube Analysi STOR ock Free Stock 100 £0.00 100 £0.00 100 £0.00 QSTR QURN STOR QSTR QURN ree Stock I £100.00 £0.00 £0.00 n Stock F £34.00 £0.00 £0.00 £0.00 £0.00 £0.00 ee Stock £34.00 £0.00 £0.00 £0.00 £0.00 £0.00 £0.00 £100.00 £0.00 £0.00 £0.00 £0.00 £0.00 E221.00 E116.00 E146.00 E28.00 E37.00 E37.00 E150.00 E24.00 E14.00 E24.00 E14.00 E24.00 E24.00 E20.00 E111.00 CMAT044 CMAT109 CMAT122 CPOL001 DTRON10 DTRON10 ECAF001 ECCD001 ECCD001 ECCD001 ECCD001 ECCD001 E116.00 E146.00 E28.00 E50.00 E37.00 E150.00 E23.00 E14.00 E26.00 E10.00 E20.00 E205.00 E111.00 £0.00 £0.00 £0.00 £0.00 £0.00 £0.00 £0.00 £0.00 TTAHOO TTCBOO TECOD ENT VHL3429 PAC80 £1.00 £1.00 £1.00 £1.00

For cube usage see section on cubes.

# Accreditation Training Courseware

9 XRL Analysis Functionaility – Cube Analysis

# 9.1 Cube Analysis

As mentioned in the setup – it is not recommended that the cube is performed on more than 100,000 transactions, though more can be processed.

# 9.2 Definition

Cube Analysis allows users to perform multi-dimensional analysis on XRL worksheets containing data obtained from Opera 3 / Opera II Enterprise.

Any of the four queries can be used – Reference Link, Summary Link, Summary Report, and Detailed Report.

# 9.3 Creating a Cube

To create a cube users can either have some data from either of the links or report functions, or create a cube from scratch. If a cube is run against an existing report or link then a workbook can be save.(see late in section)

Once an XRL report or link has been created, select the Cube Analysis from the XRL menu or simple select Cube Analysis from the XRL menu.

Iter From					Populate Cube
lter To					Cancel
Description Product	Filter From Opera II XRL	Filter To	Value From Opera II XRL	Value To	
Company ID Table	Z NT		Z Transactions (NL)		l
					<u>N</u> ew Criteria
					<u>D</u> elete Criteria
NC Cost Centres Type NY Type Sub Type NS Sub Types Journal Number Reference Input By Trans Type Comment Trans. Reference Entry Date			Vaccount VCost Centre Walue Wear VPeriod		
• <mark>Year</mark> • <mark>Year</mark> • Period • BeversingIm		-			YISION 🚥

There must be at least one Value figure for the cube to summarise.

If a cube is used on a report or link then the Cube Analysis should still be calculated by selecting the Populate Cube button.

#### Notes

If no report or link is used then the form can be used as any report form.

The New Criteria can be used to edit existing criteria. The Delete Criteria can be used to delete all criteria.

Once the Cube criteria have been entered then the cube can be calculated by selecting the Populate Cube button.

Populating Data	×
Populate data into Cube Member Count 41	[

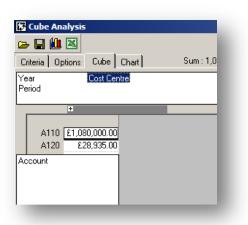
The cube is then calculated. On finishing the next tab, Cube, is brought into view.

### **Row Area**

The Row area is at the left hand side of the Cube tab and is used to place fields on to create rows of summarised data.

🔂 Cube Analysis	
Criteria Options Cube Chart	
Account Year Cost Centre Period	
2020	

To then manipulate the cube's rows and to display the balances 'by' a particular field, move the mouse to the white areas where the title of the fields are and drag the field down to plus sign at the left side of the form. When the 'plus' sign is reached it opens a white box to drop in the chosen fields.



As users place the fields on the Row area the data builds up behind the white box.

The fields on the Row area can moved around by dragging up, down or dragging off.

🔁 Cube Analysis

൙ 🔲 🛍 💌

Year

Period

+

+ ADM

Cost Centre Account

Criteria Options Cube Chart

-£166,124.03

£382,855.16

+

Behind the white box the cube is building up data.

If more than one field is dragged onto the white Row area then a 'plus' sign denotes that there is more information behind the plus.

🔂 Cube Analysi	s
🕞 🔛 🛍 🖾	
Criteria Options	Cube Chart
Year Period	
+	
I ADM	-£166,124.03 £382,855.16
Ŧ 🖃 LSG	£382,612.81
K110	) -£144,525.93
K120	) -£238,429.64
Q110	D £164.04
Q120	) £178.72
	20. 1/20. 302

By clicking on the plus sign on the cube itself the information behind is revealed or expanded.

Once the information has been expanded the 'plus' sign changes to a 'minus' sign. To collapse the information select the minus sign.

### **Column Area**

The column area at the top of the large area and is used to produce rows of data.

Cube Analysis	
teria Options Cube Chart	Sum: 0.00 Average: 0.00
iod	
Year	
	2003 2004
+	£128,516.48 -£46,547.63
± ADM	£171,439.31 £73,670.73
± LSG	£108,475.37 -£65,726.84
+ SAL	-£47,471.92 -£3,768.97
+ TEC	£113,024.46 £42,372.71

As with the Row area drag any field onto the plus by the Column area. The white box opens and allows the user to drop the field in. The data will then be analysed by the selected rows.

# 9.3.1 Changing the Display

The cube can be manipulated to show only certain data. For Example - Selected Table NHIST

Selected Fields	:		
Account	Cost Centre	Туре	Sub Type
Period	Year	Balance	Budget

Below is a cube displaying Accounts and their Balance by Year.

To change the information to only display the Accounts and Balances for a specific Cost Centre.

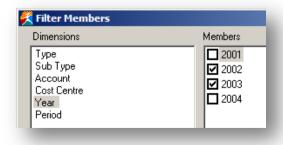
### **Slicer Filters**

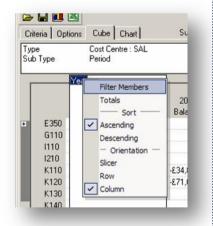
1. Double click the Cost Centre field in the 'Slicer Area'

🛏 🖬 🛍								
Criteria 0p	tions Cube (	Chart	Sum : 0.0	0 Average : 0.	00			
Type Sub Type	Cost Cent Period	e : SAL						
	2001 Balance	2001 Budget	2002 Balance	2002 Budget	2003 Balance	2003 Budget	2004 Balance	2004 Budget
E350								
E350 G110								
G110								
G110 I110	-£403.80	£0.00	-£34,893.24	-£12,000.00	-£36,327.11	-£12,000.00	-£33,479.20	-£9,303.00
G110 I110 I210	-£403.80	£0.00				-£12,000.00 -£129,150.00		-£9,303.00 -£105,502.00

The Cost Centre will toggle through all of its cost centres and the analysed data will change accordingly. It will revert back to ALL when its has finished its cycle.

- 2. Display filters
- 3. Open up the Column area Click on the 'Year' field in the Column area
- 4. Right Click
- 5. Select Filter Members
- 6. A dialogue box appears
- 7. Select the Members required for the display by un checking the check boxes next to the irrelevant years





Other fields can be filtered by select those and changing the Members.

# 9.3.2 Drilldown Formatting

Header         Transactions           Description         Date         Time Integer Number         Currency         Percent           Sales Account         12/03/2005         10:30         108103         1234.0         1618.00         24%           Import         20/06/2005         11:30         -2500         -2500.1         -3141.59         -31 %           Export         01/05/2005         12:30         1         0.5         1414.21         13%           Bank Details         23/09/2005         13:30         99         99.4         2718.28         13%           Other         28/09/2005         14:30         500         5.4         1202.05         82%           Total         106203         -1160.7         3810.95         100%         100%	imple Preview			-	Forma	(Cells			
Sales Account         12/03/2005         10:30         108103         1234.0         1618.00         24%           Import         20/06/2005         11:30         -2500         -2500         -3141.59         -31%           Export         01/05/2005         12:30         1         0.5         1414.21         13%           Bank Details         23/09/2005         13:30         99         99.4         2718.28         13%           Other         28/09/2005         14:30         500         5.4         1202.05         62%           Total         106203         -1160.7         3816.95         100%         500						Transactions			
Import         20/06/2005         11:30         -2500         -2500.1         -3141.59         -31 %           Export         01/05/2005         12:30         1         0.5         1414.21         13%           Bank Details         23/09/2005         13:30         99         99.4         2718.28         13%           Other         28/09/2005         14:30         500         5.4         1202.05         62%           Total         106203         -1160.7         3816.95         100%         3						Currency	Percent		
Export         01/05/2005         12:30         1         0.5         1414.21         13%           Bank Details         23/09/2005         13:30         99         99.4         2718.28         13%           Other         28/09/2005         14:30         500         5.4         1202.05         82%           Total         106203         -1160.7         3810.95         100%	Sales Accoun	12/03/2005	10:30	108103	1234.0	1618.00	24%		
Bank Details         23/09/2005         13:30         99         99.4         2718.28         13%           Other         28/09/2005         14:30         500         5.4         1202.05         82%           Total         106203         -1160.7         3810.95         100%           Output Table Names         If Output Data Item Names         If Output Data Item Names	Import				-2500.1	-3141.59	-31 %		
Other         28/09/2005         14:30         500         5.4         1202.05         82%           Total         106203         -1160.7         3810.95         100%           Output Table Names         Image: Compute Data Rem Names         Output Data Rem Names	Export	01/05/2005	12:30	1	0.5	1414.21	13%		
Total         106203         -1160.7         3810.95         100 %           Output Table Names         Image: Output Data Item Names         Image: Output Data Item Names         Image: Output Data Item Names	Bank Details	23/09/2005	13:30	99	99.4	2718.28	13%		
Dutput Table Names	Other	28/09/2005	14:30	500	5.4	1202.05	82%		
	Total			106203	-1160.7	3810.95	100%		
Show Totals 🔽 Suppress Zero Rows	Output Table N	ames		F	Output Date	sta Item Nanes			
	Show Totals			Г	Suppress	Zero Rows			
Custom <u>D</u> ril								Custom	<u>D</u> al

In Pegasus XRL, basic numeric cell formatting is determined by merging the parent worksheet formatting with the Drilldown template. Basic numeric cell formatting includes:

- Currency symbol
- Decimal places
- Decimal and Thousand separator
- Percentage.

The following formatting areas remain set by the template: •

- Background colour
- Font style

The basic numeric formatting of the first cell in the parent worksheet specifies the formatting that will be merged with the Drilldown template. If drill results numeric type cannot be matched with the format merge cell on the parent worksheet, merging cannot occur so all template formatting is applied.

#### **Sheet Security**

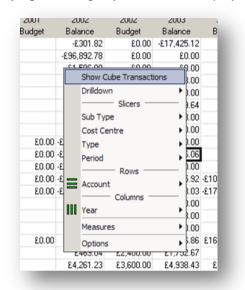
It is possible to select which analysis sheets, typically Breakout worksheets, can be accessed by Security View groups. Security Groups can consist of Pegasus XRL users or profiles. Security Views is set in Pegasus XRL Setup. A user can be prevented from viewing an extracted sheet by not being a member of a Security View group. For example, a Primary worksheet contains worldwide financial information that is divided into regional office Breakout sheets. The Security View can prevent a regional office from viewing the financial position of other regional offices by disabling the group's access to the remaining Breakout sheets. Drill Paths will retain and replay any Sheet Security settings that have been previously set. The Drill Tree represents barred worksheets in red.

### **Renaming Worksheets**

Worksheets can be renamed by right-clicking a worksheet in the Drill tree and selecting the new Rename Worksheet option. In previous XRL releases, renaming a worksheet was conducted in the Sheet Properties dialog box. This functionality remains unchanged.

# 9.3.3 Right Click Menu

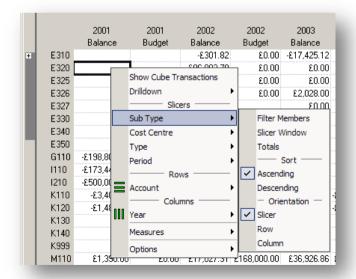
By right clicking anywhere in the display area a small menu appears.



### Filters

It allows drill down on any value in the display area. By selecting the drilldown option the Drilldown is activated.

The Slicer menus allow more filtering and sorting on each of the selected fields. The filtering is applicable for Rows and Columns.



### Measure

The measure allows the cube's orientation to be changed by selecting row or column. The default is Column.

1	2001	2002		200	2	2003	
ce	Budget	Balance	1	Budg	let	Balan	
		-£301.82		ŧ	20.00	-£17,	
	Show Cube T	ransactions		٤	20.00		
	Drilldown		•	٤	20.00		
	Slic	ters	-	٤	20.00	£2,	
	Sub Type		•			-£	
	Cost Centre		•	٤	20.00		
	Type			£0.00		£7,	
	Period					٤	
pod				٤	0.00	-£171,	
40 🔔		ows	-	٤	0.00	-£247,	
od =	Account		1	٤	0.00	-£500,	
E04		umns	-	04,00	00.00	-£104,	
85 111	Year		•	71,00	00.00	<u>-£15</u> 2,	
	Measures		►	-	Orienta	ation	
	Options		•		Row	-£	
					Colum		
390.00	£0.00	£17,027.31	٤1		Balanc	e ▶ 6,	
		£469.04			Budge	- p,	
		£4,261.23 £5.034.79			וווייים מעניים אוריים אוריי אוריים אוריים	.4. ۶۸	

The Values in the measure can be hidden or made visible by checking the Visible menu item.

alance	Budget	Balance	Budget	Balance	Budget
		÷£301.82	٤0.00	-£17,425.12	£0.0
	Show Cube Tra	ansactions	00.03	00.03	£0.0
	Drilldown	•	00.03	00.03	£0.0
	Slice	ers	20.00	£2,028.00	£0.0
	Sub Type	•		£0.00	٤0.0
	Cost Centre	•	00.03	-£639.64	٤0.0
	Type		٤0.00	٤7,048.00	٤0.0
	Period			£100.00	٤0.0
98,8			٤0.00	-£171,200.00	٤0.0
73,4 🔜	Rov	vs	٤0.00	-£247,076.06	٤0.0
00,d 💳	Account	•	٤0.00	-£500,000.00	٤0.0
٤3,4	Colur	nns	104,000.00	-£104,965.92	-£107,000.0
£1,4 III	Year	•	171,000.00	<u>-</u> £152,838.03	-£178,350.0
	Measures	•	Orientatio	on - £50.00	£120.0
	Options	•	Row	-£708.00	٤٥.0
	options	-	Column	-£30.00	٤٥.0
£1,390.0	00 20.00	£17,027.31	Balance	Visible	po.c
		£469.04			23.0
		£4,261.23	Budget	📩 🗸 Sum	60.0
		٤5,034.79	£3,600.00	Count	60.0
		£28.13	-£180.00	Averag	
				Minimur	n °
				Maximu	

The default function is SUM. Others functions available :-

- Count
- Average
- Minimum
- Maximum

#### Options

The Options allow users to

- Show / Hide totals for Columns if totals have been selected
- Show / Hide totals for Rows if totals have been selected
- Show / Hide empty cells. (The default is to suppress empty cells).
- Show Hide single totals.

A single total is where a group has been summarised and there is only one item in the group. Rather than display two lines only one line is displayed

	Options Cube (	Chart	Sum : 0.00	) Aver	rage : O.	00					
ib Type ist Cent	Type re Period										
	+										_
	2001	2001	2002	20	102	2003	2003	2004	2004	Balance Total	B
	Balance	Budget	Balance		dget	Balance	Budget	Balance	Budget	Balance	
E3.			-£301.82		£0.00	-£17,425.12	£0.00	-£17.425.12	20.00	-£35,152.06	
E32	20	Show Cub	e Transactions		£0.00	£0.00	£0.00	-£43,041,34	£0.00	-£139,934,12	
E32	25	Drilldown		-	£0.00	٤0.00	£0.00	-£822.00	£0.00	-£2,408.00	
E32	26		Slicers		£0.00	£2,028.00	£0.00	£2,879.76	£0.00	£5,333.64	
E32	27	Sub Type	Uncer D			£0.00	£0.00	-£228.48	20.00	-£228.48	
E33	30	Cost Cent			£0.00	-£639.64	£0.00	-£1,769.64	£0.00	-£1,782.52	
E34	40				£0.00	£7,048.00	£0.00	£8,196.00	£0.00	£18,844.00	
E35	50	Туре				£100.00	£0.00	£100.00	£0.00	£200.00	
G11	10 £198,800.0	Period	_	- 1	£0.00	-£171,200.00	£0.00	·£166,400.00	٤0.00	-£722,000.00	
11	0 -£173,440.6	-	Rows	_	£0.00	-£247,076.06	£0.00	·£157,955.14	£0.00	-£755,343.56	
121	0 -£500,000.0			- 1	£0.00	-£500,000.00	£0.00	-£500,000.00	£0.00	-£2,000,000.00	
K11			Columns	— I	000.00	-£104,965.92	-£107,000.00	-£88,620.96	-£99,212.00	-£309,243.37	-
K12	20 -£1,489.3	Year		•	000.00	-£152,838.03	-£178,350.00	-£20,430.17	-£149,311.00	-£477,852.84	-i
K13	30	Measures		•	120.00	£50.00	£120.00	£0.00	£120.00	£1,833.16	
K14	40	Options		•	Edi	t Format Tables	£0.00	-£59.00	£0.00	-£767.00	
K99		· ·				ow Format Tables	£0.00		20.00	-£112.25	
M1		£0.00	£17,027.31				8,000.00		£168,000.00	£61,484.81	1
M2			£469.04	٤2		ow Empty Cells	£323.00		£323.00	£3,307.71	
МЗ			£4,261.23	£3.		ow Row Totals	8,960.00		£3,960.00	£10,798.74	
МЗ			£5,034.79	£3	🖌 Sh	ow Column Totals	8,960.00	· · · · · · · · · · · · · · · · · · ·	£3,960.00	£12,982.41	
M4			£28.13	-£	Hid	le Single Totals	£180.00	£10.00	-£180.00	£29.56	
<b>∢</b> [ <sup>146</sup>						CETTE TO AL				SE0 500 45	ъГ

#### **Format Tables**

The cube can be colour coded to highlight areas of concern or interest.

- 1. Right click in the display area and select Options
- 2. Select Edit Format Tables.
- 3. Any previous formatting will appear

					•
Туре	From	To	Font Colour	Background Colour	<b>_</b>
					÷
					· · ·
sign Format Tables					
	rmat Tables			Assign	ОК
alance udget					
				Remove	Cancel

4. Click the Plus button at the top right hand side of the screen – a new format tab will appear.

×
( )

5. Click the plus button below in the right middle of the grid.

Туре	From	То	Font Colour	Background Colour	
s Between 🔹	0	0	1234.00	1234.00	( E

- a. Change any of the criteria in the type Equals, Not Equals, less than etc.
- b. Change the range for From and To
- c. Change the font colour and or back colour.
- 6. To add another criteria click the plus button again.
- 7. To apply the criteria to a value

Measure	Format Tables	Assign	OK
Balance Budget	New Format T	Remove	Cancel

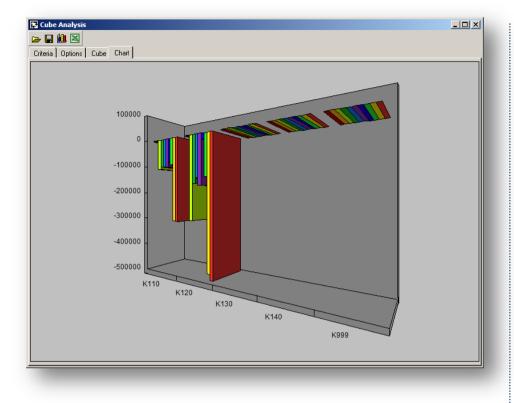
- 8. Select the value in the measure column
- 9. Select the Assign button

The minus buttons will remove any unwanted criteria or Format tabs The remove button will un assign the criteria from a value

# 9.3.4 Displaying a Graph

Notes

To display a graph of the cube first users should select the data from the Cube tab simply by drag the mouse over the area required on the Cube Tab and then click on the Graph tab.



To change the chart, simply select another area.

#### Other Tab

		Field Name		Measure	Orientatio	n Totals	Split		
1	Balance			×					
2	Budget			×					
3	Туре				Slicer 🔻				
4	Sub Type				Slicer 🔻				
5	Account				Row Slicer	-			
6 7	Cost Centre Year				Column 🔻				
/ 8	Period				Slicer	_			
Curr	housand Separator	2	Show Thou		arator				
	ecimal Places housand Separator	-	Decimal Separal		arator	·			
S	ymbol		🔽 Show Symbo	bl					

Each field is listed in the Other tab. Against each field options of Measure, Orientation and Totals are displayed. This displays where each field is in relationship to the cube – either on the Row, Column, or Slicer.

#### Measure

A field with Measure check box checked is always a value field. By default, all summation extraction type fields are treated as measures. This can be overridden by deselecting the Measure cross and the Repopulate Cube must be run.

#### Orientation

The orientation places the dimension in a Row, Column or Slicer area of the Cube. Measures have no orientation. Any changes and the Repopulate Cube must be run.

#### Totals

To add a total to the cube check the total box against the field to be totalled. Totals are displayed in bold on the Cube tab at the end of the Rows and Columns. Again for this to apply the Repopulate Cube must be run.

#### Split

If a data field is selected within the criteria then the split allows the user to extract Year, Month, Week of Year, Weekday and Day for the date. It produces separate fields to use in the row and column of the cube

Options	×	
<mark>}?</mark> ∕Year	<u>0</u> K	
☑ Month □ Week of Year □ Weekday □ Day	<u>C</u> ancel	
<u>د</u>	VISION	

#### Save Workbook

If the cube has been created against a Report or Link then this allows a worksheet to be saved against the report or link.

Save Workbook File	
Numbers	

When the Cube is called again with the from then the following box appears and the user can chose from different work books saved.



This is not the same as saving the Cube in an lcf file. The lcf file will save the data whereas the Workbook only saves the criteria and options used.

#### Display

Decimal places, commas, thousand separators and currency can be changed on the Options tab.

The defaults are:

- 2 decimal places
- Thousand separator or ','
- All measures displayed with a '£'

### **11.3.5 Miscellaneous Options**



At the top of the cube are some miscellaneous options.

#### **Open And Save**

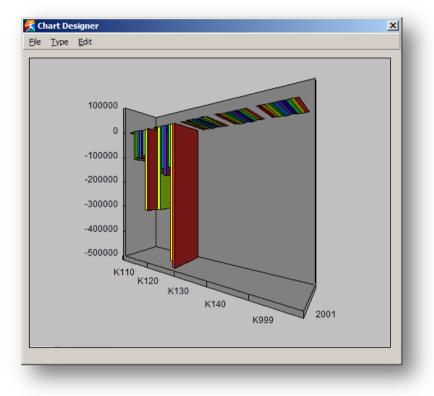
The first two options allow the cube to be saved externally and then opened. However users must be connected to Pegasus XRL to use these.

- Select the save icon to save a cube. The cube does not have to be populated but all the numeric values will be saved with the criteria. This means that the information can be saved periodically and as long as no repopulation is run the data will remain static.
- Select the open icon and browse for the cube.
- The cube extension is .lcf

#### Chart

On clicking on chart the following screen appears.

The File menu has a wizard option. The chart can be manipulated using all the options on the wizard form.



Click on the style of graph then select Next.

Chose the Chart type, and then select next.

Wizard		
Chart Type		
2D		I
0		
3D		I
		I
<u>Cancel</u>	<< Back Next >> Einish	

If users wish to change the previous screen then select back.

Notes

/izard Select 3D C	hart Type				
			N		
Pie	Bar	Tape	Area	Scatter	
<u>C</u> ancel		<	< <u>B</u> ack Ne	xt >> Einish	

A preview is automatically selected at the next screen to allow the user to check their choices but can be deselected by un-checking the Preview box. Select the chart style and select next when finished.

© Simple
C Stacked
C Stacked %
C Stacked Floating
C Pareto

If 3D is selected then the user can change the look of the chart. Select Next when finished.

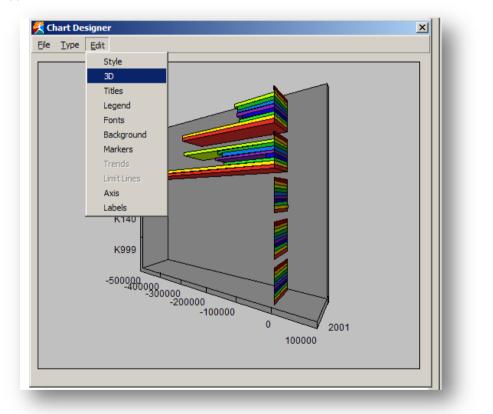
Notes

rue 3D True 3D Mode ○ Off ● Perspective ○ Isometric View Point n Ou ↓ Up Dowr ↓ Left Righ	C Back And Side Wall	ick Walls Colour Auto e Colour Auto
Left Righ	Z Gap	Next >>

Select Finished when choices have been made.

A graph is now produced.

By selecting the Edit menu option various options are available to change the appearance of the chart.



#### Save To Excel

Each cube can be exported to an Excel Spreadsheet by clicking on the Excel icon. A prompt dialog box appears for the user to select a file name and a location.

### Accreditation Training Courseware 10 Data Send

### 10.1 Data Send

#### Definition

Data Send posts data from the Excel worksheet into the database.

The data is extracted and validated according to a Data Send definition. The definitions available will depend on the activation details and options.

The worksheet data should typically be structured into columns, with each column representing a field that already exists in the database. The Driver Code is mapped to a mandatory key field in the database, often the first column in the data set. The Driver Code controls how many rows of data are to be sent. The remaining columns are mapped to their corresponding fields in the table. Data Send scans down each row and posts the cell's data. The process stops when the Driver Code's reference cell reaches Excel's used range or completes a specified range.

There are three routines available – Budget, Stock and Price Books.

#### Range of Data

The range of data to be exported is set by the Driver Code or Layout Identifier field value.

Relative single cell reference: Pegasus XRL works out the range to be exported based on the first row defined. All data contained in these rows is posted to the database. The process stops can be set to stop or skip when blank cells are detected in the Driver Code or Layout Identifier column. This technique allows worksheets of differing data size to be posted without having to specify a range to encompass all data rows. Data Send stops at the end of Excel's used range, the point at which no further data is detected in the worksheet.

Range of cells or range name: All data in the range is posted to the database. Rows with blank cells in the Driver Code or Layout Identifier code column can either skipped or stop the process.

Absolute single cell reference: For every row the same information is posted to the database.

#### **Database Fields**

The database fields are listed in different colours according to the Data Send definition:

Bold Red : a mandatory key field. This field must be mapped to a Driver Code reference cell or range.

Bold Green : a nominated Matrix Replicator field. This field is mapped to a reference range and typically contains period or dates.

Bold Black : a mandatory field. This field must be mapped to a data column.

Black : a field. This field can be mapped to a data column.

Data Send validates the data and if errors are detected they are reported in the worksheet. The error is held in a cyan shaded cell with a pop-up comment. A single error cell can be nominated to report all errors. Alternatively, the cell in which the error occurred can be highlighted.

### 10.2 Budgets

Notes

Select the Data Send option from the XRL menu.

The Product and Company ID will already be selected but the company can be changed.

The data will update the following tables

- NBUDG
- NHIST

### 10.2.1 Spreadsheet Structure

In order to transfer the data into the Opera 3 / Opera II Enterprise Budget Tables the Excel spreadsheet needs to be created using specific criteria.

- There must be a vertical list of accounts.
- The list of accounts must be continuous (i.e. with no blank cells in it unless Skip Blank is used), but does not have to be in any particular order and does not have to include all accounts.
- No Spelling mistake can be made, as no accounts are created.
- Each definition must be send separately.
- Projects, Departments, Cost Centre, Years and Periods can be ABSOLUTE (\$) or RELATIVE.
- Periods selected can be All, Ranges but NOT Selections of Spreadsheet cells.

i.e. E in those cells could be Periods 1 2 4 3. They do not need to be consecutive periods.

- Numeric amounts can be calculated i.e. +E3\*1.001 or actual 54.56.
- When the numeric amounts are transferred to Opera 3 / Opera II Enterprise they are rounded to whole numbers i.e. 10.59 = 11
- Credit Balance budgets must be entered with a -ve sign. i.e. sales should be -ve amounts.
- If a user is viewing a budget within Opera 3 / Opera II Enterprise then this particular budget may not be posted but if an error cell is nominated then this will be flagged.

### **10.2.2** Sending Amounts

Entering amounts within the spreadsheet should be done adopting standard Excel and accounting procedures. That is if the user wishes to post a credit figure to an account then a -ve (negative) amount is entered. If the user wishes to post a debit to an account then a +ve (positive) amount is entered.

The Data Send procedure, on returning the data back to the Budget Table, will check the Class and Category of each of the accounts to determine how each of the values ought to be addressed. However sending Data back to the NHIST table will be as entered on the spreadsheet.

# 10.2.3 Definition

Notes

Definitions	×
Cost Centre Cost Centre & Nominal Account	<u>0</u> K
Department Department & Nominal Account	Cancel
Nominal Account Price List Update Project Project & Nominal Account Update Stock	<u>H</u> elp
	XRL

XRL needs to know what sort of budget data users are sending. The Definition allows users to control what they send to the NBUDG and NHIST tables. The definitions are the ONLY allowed variations of data send. Users can not send Accounts with no Cost Centres at the same time as Accounts with Cost Centres.

### 10.2.4 Error Cell

Any errors occurring whilst posting back data can be viewed on the spread sheet. Users can either enter a cell reference, for example A4 or leave blank. If left blank then where ever there is an error on the spreadsheet, a comment will attach itself to that cell.

M	icrosoft Exc	el - Book2					
:	<u>Eile E</u> dit	<u>V</u> iew <u>I</u> nsert F	ormat <u>T</u> ools	<u>D</u> ata Vi <u>s</u> i	on <u>W</u> indow	<u>H</u> elp A	do <u>b</u> e PD
1	💕 🖬 🔒	) 🖪 🛕 🖤	🖏   🔏 🕩 🕻	🏝 - 🛷 🛙	7 - (21 - 1	🧕 Σ 🔸	A↓ Z↓
1	🔁 🖄 🖂	i 👒 🖄 🛛 🛪	5   🖻 🖷 🏟	🕯   🚧 Reply	with <u>C</u> hange:	s E <u>n</u> d Rev	/iew
Tah	ioma	• 10 •	B I U		🔤   🕎 %	• • • • • •	.00
	E3		1				
	A	В	С	D	E	F	G
1							
2		Nominal History					
3		Account	Cost Centre	Per Month	1	2	
4		K110	ADM	<ul> <li>Invalid Co</li> </ul>	st Centre of I	fred	
5		K110	fred		Se contro or i	log.	
6		К110	SAL	-792			
7		К110	TEC	-208			
8		K120	ADM	-208			
0		K120	150	-1433			

If a cell is specified then the error(s) will appear in the specified cell.

### 10.2.5 Matrix

Matrix can be used to send a single value to more than one Nominal Ledger period.

For Example

The worksheet below lists accounts and cost centres with a per month column. The periods 1 - 4 are blank, but by using the matrix option the figures in the Per Month column will be transferred into each of the periods specified in the Data Send.

#### Spreadsheet

	Cost Centre	Per Month	1	2	3		
<110	ADM	-205					
<110	LSG	-1792					
<110	SAL	-1532					
<110	TEC	-58					
<120	ADM	-100					
<120	LSG	-100					
<120	SAL	-100					
<120	TEC	-32					
<b>Data Se</b> Definition Commer	Options						
Definition	Options   nt Cell	Оре	rall		Opera II		
Definition Commer Produc Compa	Options ) nt Cell :t ny ID	Z			z		
Definition Commer Produc Compa Definiti Error Cel	Options ) ht Cell t ny ID ion II	Z	ra II : Centre & Norr	inal Account	z	ıtre & N	
Commer Commer Produc Compa Definiti Error Cel Commer	Options	Z		inal Account	Z Cost Cer	ntre & N	
Definition Commer Produc Compa Definiti Error Cel	Options ) at Cell at ny ID ion It Cell end	Z		inal Account	z	ntre & N	
Commer Commer Produc Compa Definiti Error Cel Commer Matrix So	Options ) at Cell at ny ID ion It Cell end	Z Cosi		inal Account	Z Cost Cer	ntre & N	
Definition Commer Produc Compat Definiti Erro Cel Commer Matrix St Skip Bla Amount Field Na	Options ) ht Cell t ny ID ion II t Cell end nks ame	Z Cosi	: Centre & Norr	Value	Z Cost Cer Y Y	ntre & N	
Definition Commer Produc Compar Definiti Error Cel Commer Matrix Sr Skip Bla Amount Field Na Accour	Options ) ht Cell it ny ID ion ll ht Cell end nks ame nt	Z Cosi	: Centre & Norr	Value A	Z Cost Cer Y Y	htre & N	
Definition Commer Produc Compat Definiti Erro Cel Commer Matrix St Skip Bla Amount Field Na	Options ) ht Cell it ny ID ion ll ht Cell end nks ame nt	Z Cosi	Centre & Norr	Value	Z Cost Cer Y Y	ntre & N	
Commer Produc Compar Definiti Error Cel Commer Matrix So	Options ) at Cell at ny ID ion It Cell end	Z Cosi		inal Account	Z Cost Cer	ntre & N	

The Matrix Send option is set to YES. The period value has the period range from the spreadsheet.

### 10.2.6 Skip Blanks

If any blank fields are present the Data Send may skip if this is option is set to YES. If set to NO then the Data Send will assume that the send has finished.

# 10.2.7 Field Settings

Notes

#### Account

Account should be mapped to an Excel spreadsheet cell reference. By clicking the line Account, then selecting the reference on the spreadsheet, the cell relationship is created. This should be the first occurrence of an Account. It should not be an absolute value.

The mandatory lines are bold and will change as the Definition changes. All details that are to be transferred should be mapped to a cell reference.

latrix Send	N	N		
roduct	Opera II Z		Opera II Z	
ompany ID efinition	Z Cont Contr	e & Nominal Account	∠ Cost Centre & N	
rror Cell	Lost Lentri	e & Nominal Account	Lost Lentre & N	
omment Cell				
atrix Send	N		N	
kip Blanks	Ŷ		Ŷ	
mount		D4	205	
ïeld Name		Value		
ccount		B4		
ost Centre		C4		
ear		2005		
eriod		\$E\$3:\$H\$3		
mount evised Amount		D4		
evised Amount				

#### Year

The year can be entered manually or reference to a cell. If this is mapped to a cell then the cell must be absolute.

#### Period

Periods values can be entered manually for a single period. A cell referenced to an Excel cell can also be used. This must be an absolute cell reference.

For more than one period an Excel spreadsheet range must be specified. The range must also be an absolute reference. Unless Matrix is used the periods must correspond with an amount value.

#### Amount/Revised Amount

The amount should be referenced to an Excel spreadsheet cell; this should be the first occurrence of the amount value. If there is more than one period then there should be more than one Account reference. This should NOT be absolute cell reference unless the same amount is to be posted to more than one account.

Unless Matrix is used the amount value must correspond with a period.

# 10.2.8 Options

Notes

Data Send	
Save As Internal Definition External Definition	Budget Send Budget Send 
<ul> <li>Abort if error exists</li> <li>Show Message</li> <li>Send to Pegasus</li> </ul>	Not Required by Pegasus XRL <u>Server Variables</u>
Cleardown CostCentre	
Name Cleardown CostCentre Cleardown Year Cleardown Period Clear Amount Clear Revised Amount	Value Value
XRL	Load Definition Help <u>D</u> K <u>C</u> ancel

#### **Internal Definition / External Definition**

Users are able to save the format as a Internal or External file. Enter a name here.

#### **Show Message**

The show message check box will display any message about the send.

#### Send to Pegasus Software Ltd

Without this being selected no data will be sent to Opera 3 / Opera II Enterprise.

#### Parameters

There are three parameters that can also be sent when the data is being sent. These options cleardown the existing budgets. They can be used in conjunction with each other to clear down a specific budget.

Cleardown Account	Cleardown Cost Centre
Cleardown Year	Cleardown Period
Cleardown Amount	Cleardown Revised Amount

### 10.2.9 Successful Transfer

If this is successful then the following dialog box will appear: To continue select Yes – to stop the process select No.

XRL 🛛 🔀
Data will be overwritten. Are you sure you wish to continue?
<u>Y</u> es <u>N</u> o

Another dialogue box will appear asking the user to confirm their choice

🗖 Data	Send - WARNING
?	The Data send will overwrite existing data and requires exclusive access to the budget files, please ensure there are no users in Opera II accessing budget data. Do you wish to continue ?
	<u>Yes</u> <u>N</u> o
-	

A progress bar will appear giving users an idea of the progress of the data send routine.

After Pegasus XRL has transferred the data a dialogue box will appear with the total number of records transferred.

XRL	
32 re	cord(s) transferred into Opera II
	OK

After this box appears then the transfer will be complete.

### 10.2.10 Unsuccessful Transfer

If there are any errors detected then a dialogue box appears detailing the number of errors.

Send Da	ta 🛛 🔀
8	1 errors were detected in Send Data
	OK

To view the errors – go to the Error Cell specified in Definition. Right click and view comments.

#### Microsoft Excel - Book1 🕙 File Edit View Insert Format Tools Data D 🚅 🖫 🔒 🔁 🎒 🗟 🖤 👗 🖻 🖻 - 🚿 📫 🏜 🚵 🖾 🗞 🎦 🖳 🖏 😥 🐄 Reply with ( Arial • 10 • B I U ≣ ≣ A1 • £ В С A 1 B6 : Invalid Account of fred. 2 3 2002

The comment view will show the error and the cell reference. Once this has been fixed the routine can be run again.

The Data Send Option allows users to send information to

- o Budgets
- o Stock
- Price Book

efinition		
roduct ompany ID	Opera II Z	Opera II Z
ror Cell	-	-
omment Cell		
latrix Send kip Blanks	N Y	Y III
-		
ield Name Definitions		×
Nominal A Price List U Project	t & Nominal Account count Ipdate Iominal Account	Lelp

The Definition option allows users to select the methods to update the tables.

### 10.3 Stock

To update the stock records then the following information is required

- Stock Reference
- Warehouse
- Quantity
- Price
- Date
- Reference

One record must be present in the CTRAN table.

### **10.3.1** Spreadsheet Structure

In order to transfer the data into the Opera 3 / Opera II Enterprise Stock Tables the Excel spreadsheet needs to be created using specific criteria.

- Only items linked to a warehouse
- Only those items already with stock transactions assigned to them
- No Text Stock Items
- No Batch Traceable items
- No Serial Items
- No Labour
- Negative In-stock is not figures may cause issues if the stock has never been negative.

All the errors above will be trapped by XRL and a message detailing the error is displayed in an appropriate cell.

The data will update the following tables:-

- CTRAN table with the transactions
- CNAME table with the new updated quantity
- CSTWH table with the new updated quantity

#### IMPORTANT

The CNOML table is updated and therefore users should be aware that if any stock items have any spurious characters such as ' or \* in the descriptions then errors will occur. It is not advisable to have these in any description fields within Opera 3 / Opera II.

If users use Negative stock then the stock update will not create any new N Lines entries.

If a stock item is linked to a warehouse then in order to use the Stock Update in XRL there must be at least one stock transaction applied to the stock item in the specified warehouse.

If any lines have zero movements then these will not be posted to the CTRAN file. A warning will be given but all the other stock items will have been posted.

# 10.3.2 Definition

Notes

To update stock select the Update Stock from the Definition option.

1

#### **Error Cell**

Select the Excel cell to hold any errors that the data send will detect.

#### **Selection Criteria**

Select the first occurrence of the stock reference – this does not have to be fixed. Select the warehouse to be updated – the default is MAIN.

Select the first occurrence of the quantity – this does not have to be fixed. Select the date either from the browse filter button or accept today's date.

Date Filters      From Date      Z6/02/2004      Z6/02/2004      Thursday      Days Weeks Months Years      Current Date Override      Thursday      Th	<u>D</u> K <u>C</u> ancel
	VISION

Enter a new reference or use the existing reference of XRL Adjustment (Max of 9 Characters)

Select the first occurrence of the Cost Price.

# 10.3.3 Sending the data

Data Send				
efinition Options				
- Save As				
Internal Definition	Data Send 1			
				Data Send 1
External Definition				
Abort if error exists				<u>P</u> review
<ul> <li>Show Message</li> <li>Send to Pegasus</li> </ul>				<u>S</u> erver Variables
- Jena to r egasus				
		1	01	
XRL	Load Definition	<u>H</u> elp	<u>о</u> к	<u>C</u> ancel

#### Options

#### Internal Definition / External Definition

Users are able to save the format as a Internal or External file. Enter a name here.

#### Preview

Preview allows a test to be performed. A spreadsheet type list will be displayed with the stock items listed. Any errors will be displayed here.

To send the data to Opera 3 / Opera II Enterprise select the OK button on the form.



Another warning will appear – to progress users must click the Yes button to confirm their choice.

-	Send - WARNING
2	The Data send will overwrite existing data and requires exclusive access to the stock files, please ensure there are no users in Opera II accessing stock data. Do you wish to continue ?
	<u><u>Y</u>es <u>N</u>o</u>

### 10.4 Price Book

Sending Price book data into Opera 3 / Opera II Enterprise will populate the following tables:

- CLIST Holds the list description.
- CDETL holds the price details for each stock item for each price list.

Prices cannot be negative.

### 10.4.1 Definition

On selecting the Price Book Update in the definition option the following form appears.

Product	Opera II		Opera II	
Company ID	Z		Z	
Definition	Price List Up	ndate	Price List Update	
Error Cell	T NOO Eloc Op	0000	r nee Elst opdate	
Comment Cell				
Matrix Send	N		N	
Skip Blanks	Ŷ		Ŷ	
Price List Code				
Field Name		Value		~
Price List Code				
Price List Description				
Price List Currency				
Stock Code				
tem Description				
Selling Price				
Sale Price				
Start Sale Date				
End Sale Date				
Next Selling Price				
Next SP Date Sett. Discount				
Line Discount				
Diverall Discount				
Qty. Break 1				
Qty. Break 1 Qty. Break 2				~

# 10.4.2 Selecting the fields

The following fields can be sent to Opera 3 / Opera II Enterprise. Some of the fields are Mandatory. Some fields are dependant on others.

Field	Used	Other Notes
Price List Code	Mandatory	Must already exist
Price List Description	Mandatory	If not populated pick up the default description
Currency	Mandatory	Must already exist
Stock code	Mandatory	Must already exist
Item description	Optional	If not populated pick up the default description
Selling price	Mandatory	Must be populated but can be zero
Sales Price	Optional	Zero means no price list. If start date and end date empty – then this field must be empty
Start Sale Date	Optional	If sales price then this must be populated
End Sale Date	Optional	If sales price then this must be populated
Next Selling Price	Optional	Zero means no Next Price. If Next Price start date – then this field must be empty
Next SP Date	Optional	If sales price then this must be populated
Sett. Discount - Yes / No	Optional	If not set will use Opera 3 / Opera II Enterprise settings
Line Discount - Yes / No	Optional	If not set will use Opera 3 / Opera II Enterprise settings
Overall Discount - Yes / No	Optional	If not set will use Opera 3 / Opera II Enterprise settings
QTY Break 1 - 10	Optional	Must be zero if Selling Price is zero
Qty Break 1 Sell. Price - 10	Optional	Must be zero if Sell Price = 0 must be less than the sell price and less than the previous quantity break
Qty Break 1 Sale. Price - 10	Mandatory /Optional	If set on header this must be zero if Sale Price = 0 must be less than the sale price and less than the previous quantity break
Qty Break 1 Next. Price - 10	Mandatory /Optional	If set on header this must be zero if Next Price = 0 must be less than the Next price and less than the previous quantity break

# Accreditation Training Courseware

11 Report Designer

# 11.1 Report Designer

Report Designer can be used to customise the format of the data extracted to Excel and is available in the Summary Report, and Detailed Report functions.

Using the Report Designer definition form, users can format the information to be output including the location of output items, subtotalling information, creating page breaks and titles, inserting filtered columns and inserting section headers.

Formatting similar to Excel is available in the Report Designer including decimal places, colours, font types and font sizes.

Excel formulas can also be used to perform calculations on the extracted data. For example, a cell can be defined to calculate the average unit cost price by dividing the cells that are defined to extract values for quantity and cost.

Only one design can be created for each set of definition data for each function.

# 11.2 Using the Designer

On the Report Style form there is a Designer radio button.

🖉 Detail Report	K
Definition Report Style Options	
<ul> <li>▲uto Format</li> <li>C Designer</li> </ul>	
Simple     Preview       Formats to Apply	

To Select the Designer option the radio button must be selected.

Detail Report	
Definition Report Style Options	
C Auto Format	
<u>E</u> dit <u>D</u> elete	

#### Click the edit button to launch the designer. This may take a few moments.

#### Notes

Output				
CNVStock Reference       Atternating Colour         CNVDescription	Output		Section: Details	
Layout       Add       Add       At       A     B     C     D	CN\Stock Reference CN\Description CN\Quantity In Stock	Cell	Rows 1	Rows 1 +
Add     Delete     Move       A1     A     B     C     D     E		Save Auto Size Columns		
A B C D E		Delete Move		
		P C	DE	

### 11.2.1 Output

utput			
Items	Sort Num	Cell	
NT \Account			
NT\Cost Centre			
NT\Type			
NT Journal Number			
NTWalue			
NT\Year			
NT\NY\Class			

The output displays the fields that have been selected. Each field can be used as a description of a field or as a value.

### 11.2.2 Section Details

Section: Details		
Alternating Colour		
Rows 1		
🔲 Page Break	Rows	1 🗄
		_

The Section Details formats the display of the line details of the report. User can chose an alternate row colour if they wish.

### 11.2.3 Buttons

### Default

The default button creates a design automatically from the fields selected. This design can be amended.



If the default button is selected then the existing design will be wiped but users are prompted to accept the deletion of the existing report before continuing.

#### Clear

Clear will completely remove any existing formatting that has been applied to give users a blank form.

Vision	
?	Are you sure you wish to completely wipe the design?
	OK Cancel

Users are prompted to accept the deletion of the existing report before continuing.

#### Load

When selecting Load users are prompted to load an existing design from either an internal or external definition file.

Do you want to use an Interna	
V	al Definition File?
<u>Y</u> es <u>N</u> o	Cancel

#### Internal Definition File

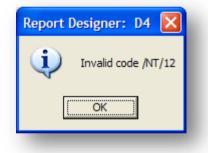
If users have an existing report design which they wish to use then this can be used again if the report has been saved as a workbook.

If users select Yes in the message box above then they are prompted with a list of report designs. All report designs in the current Excel Workbook will be listed.

pen Workbook File	X
FRED.vrp	<u>0</u> K
	<u>C</u> ancel
	<u>H</u> elp
	Y I S I D N

If loading a file from another workbook then the fields selected in the output section must be included in the new selection.

If not the following message will be displayed for each field not available.



#### Other File

If the user selects NO then they can search for an existing file.

Save in	i: 🔁 Vision		- +	E 📸 🎟	•
	Demo				
	Doc				
My Recent Documents	🚞 Help				
Documents	SerductTools				
	Settings				
Desktop	myfile.VRP				
My Documents					
My Computer					
~					
My Network	File <u>n</u> ame:	myfile.VRP		•	Save
Places					
	Save as type:	VRP Files (*.VRP)		-	Cancel

Once the design has been selected the design will be applied.



The user is prompted to accept the design before it is applied.

#### Save

Users are asked where the design is to be saved to.

Vision		
😲 Do	you want to use a	Workbook file?
( <u>Y</u> es	<u>N</u> o	Cancel

#### Workbook

By selecting Yes users must first have given their file a name in the Workbook File text box.



This is then embedded in the Excel file.

#### Other File

By selecting No users can save the design externally, to a location of their choice. (This can be loaded into the design reporter by selecting Load.)

Once the design has been saved a confirmation message box appears.

Save As				? 🛛		
Save in: Wry Recent Decements Desktop My Documents My Computer	C Vision Demo Doc Help SetfuctTools Setfugs myfile.VRP			XRL	Cancel	_
My Network Places	File <u>n</u> ame: Save as <u>t</u> ype:	myfile.VRP VRP Files (*.VRP)	•	Save Cancel		

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# 11.2.4 The Layout

Α	В	С	D
			)
	<u>H</u> elp	<u>0</u> K	<u>C</u> ancel
	A		

The layout allows the user to define what is displayed in the report itself. Users can add sections and select fields from the Output area.

#### Formatting

Right click on row one and select Format Options available are :-

- Format Cells
- Copy
- Paste
- Format Painter
- Auto Format

These are all the Excel tools normally associated with formatting cells.

	А	В		С	D	
1		l				
Format						
Add	<ul> <li>Сору</li> </ul>					
Delete	<ul> <li>Paste</li> </ul>					
Move	<ul> <li>Format Painter</li> </ul>					
Edit	Auto Format					
						Þ
<u>  </u>					 Canad	Þ
<u>.                                    </u>		Help	p	<u>0</u> K	<u>C</u> ancel	
		Heit	p	<u>0</u> K	Cancel	
<u>.                                    </u>		Helt	p	<u>D</u> K	<u>C</u> ancel	Þ
( <u>   </u>		Heit	p	<u>ū</u> Ķ	Cancel	Þ
1		Heit	p	<u>0</u> K	Cancel	Þ
		Helt	Þ	<u>o</u> k	<u>C</u> ancel	•
		Helt	p	<u>o</u> k	Cancel	

# 11.3 Report Designing

Notes

The Report Designer allows users to create their own designs based on the criteria and fields that they chose. The designer allows formatting of cells, totalling of fields, grouping of data and colour application.

Summary Report					
2					
Filter					
Filter	Opera II XRL	···· Opera II 3	XRL Lock		
	Filter From	Filter To	Value From	Value T	• •
Table	NH		Nominal History		
NH\Record Type	1		1		
NH\Record Type#2	2		2		
NH\Year	2003	2003	2003	2003	
NH\Period	1	13	1	13	
NH\NA\NY\Class			L .		
NH\NA\NY\Class#2	E		E		~
<					>
			Output		
NA Accounts (NL)		•	Item	Sort Number	
Account		4	Item NH\Account	3	
- Account Cost Centre			Item NH\Account	3	
Account Cost Centre ⊡- NC Cost Centres			Item NH\Account	3 1 1	
<ul> <li>Account</li> <li>Cost Centre</li> <li>NC Cost Centres</li> <li>NB Budgets</li> </ul>			Item NH\Account	3	
<ul> <li>Account</li> <li>Cost Centre</li> <li>B C Cost Centres</li> <li>B Budgets</li> <li>MK Banks</li> </ul>			Item NH\Account	3 1 1	
<ul> <li>Account</li> <li>Cost Centre</li> <li>B C Cost Centres</li> <li>B Budgets</li> <li>MK Banks</li> <li>Type</li> </ul>			Item NH\Account	3 1 1	
<ul> <li>Account</li> <li>Cost Centre</li> <li>NC Cost Centres</li> <li>NB Budgets</li> <li>NK Banks</li> <li>Type</li> <li>NY Type</li> </ul>			Item NH\Account	3 1 1	
<ul> <li>Account</li> <li>Cost Centre</li> <li>NC Cost Centres</li> <li>NB Budgets</li> <li>NK Banks</li> <li>Type</li> <li>NY Type</li> <li>NY Type</li> </ul>			Item NH\Account	3 1 1	
<ul> <li>Account</li> <li>Cost Centre</li> <li>NC Cost Centres</li> <li>NB Budgets</li> <li>NK Banks</li> <li>Type</li> <li>NY Type</li> <li>Type</li> <li>Type</li> <li>Type</li> <li>Type</li> </ul>			Item NH\Account	3 1 1	
<ul> <li>Account</li> <li>Cost Centre</li> <li>NC Cost Centres</li> <li>NB Budgets</li> <li>NK Banks</li> <li>Type</li> <li>NY Type</li> <li>Type</li> <li>Type Description</li> <li>Category</li> </ul>			Item NH\Account	3 1 1	
<ul> <li>Account</li> <li>Cost Centre</li> <li>NC Cost Centres</li> <li>NB Budgets</li> <li>NK Banks</li> <li>Type</li> <li>NY Type</li> <li>Type Description</li> <li>Category</li> <li>Class</li> </ul>			Item NH\Account	3 1 1	
<ul> <li>Account</li> <li>Cost Centre</li> <li>NC Cost Centres</li> <li>NB Budgets</li> <li>NK Banks</li> <li>Type</li> <li>NY Type</li> <li>Type</li> <li>Type</li> <li>Type</li> <li>Type</li> <li>Category</li> </ul>			Item NH\Account	3 1 1	

Notice that some of the fields have been sorted. If users wish to group items then the data must be sorted first. For each group the field must be sorted.

### 11.3.1 Selecting the Designer

From Tab 2 select Designer, ensuring that the Designer radio button is checked.

Detail Report		
Definition Report Style	Options	
<u>k</u>		
C Auto Format	• 💽 De <u>s</u> igner	
Edit	<u>D</u> elete	
		_

It may take a few seconds to load the designer up depending on the speed of the machine.

# 11.3.2 Adding Fields to the Report

Notes

Once the form is loaded the output section displays all the fields that have been selected. There is one 'spreadsheet' like line, this is the detail line – users can add further sections later.

tput				Section:	Details		
ems NH\Type NH\Sub Type NH\WhyCLess NH\WhyCLess NH\WakAccount Description NH\Wakaccount Description NH\Budget	Sort Num Cell 1 2 3			Rows			Rows 1
Default Clear Clea	Load Save	Auto Size Columns					
A1 A Description - / Table - Accou	Account Description	C	D	E			
			Build Profiles	Wizard	Help	<u>o</u> k	<u>C</u> ancel

let go with the mouse. A dialogue box will appear giving three options:

- Item this will dump the contents of the field into the cell.
- Description this will dump the description of the field or field title into the cell.
- Table this will dump the description of the table into the cell.

Culput  Culput  Items WH/Type WH/Type WH/YClass WH/Account WH/MAccount Culput UH/MAccount Culput UH/MAccount Culput UH/MAccount UH/MAccount Culput UH/Maccount U	Sort Num Cell 1 2 3 A1 B1 C1 D1		Section: Details Atternating Colour Bows Bows Bows Bows Bows Bows Bows Bows	Rows 1 +
Default Clear Workbook File Layout D1 12200.5	Load Save F Auto Size Columns <u> À</u> dd <u>D</u> elete <u>M</u> ove			]
A 1 ABCxxxxx	B ABCxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx	C 12,300.50	D E 12,300.50	
_		<u>B</u> uild Profiles <u>W</u>	/izard Help <u>Q</u> K	Cancel

After dropping the fields into the details section the output list displays the cell location so users can see at a glance which fields have not been used.

**Note :** The ITEM was dropped into the cells but all is displayed is a series of letters and numbers. This represents the layout that will be displayed

# 11.3.3 Display Format

ABCxxxx – ABC denotes that it is a text field and the number of 'x's afterwards determines the maximum number of characters that will be displayed.

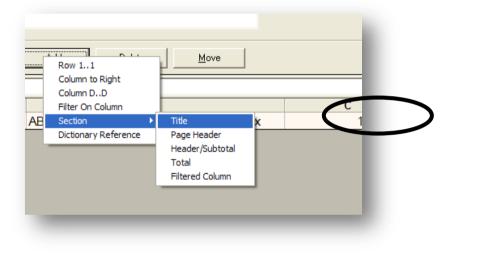
12,500.50 – The numbers are displayed in the format that will be used in the spreadsheet here we can see:-

- Thousand commas separators are used.
- There are two decimal places.
- No currency is used.

#### Adding a Title Section

To add some titles to columns the user needs to add a section that will only be repeated either at the very beginning of our report or on each page. It is possible to select either Title or Page Header.

To insert a new section click the Add button – select Section – select the section required.



**Note:** When a Title, Page Header, or Total section is selected then they will disappear from the list for this report. The Header Subtotal and filtered columns can be repeatedly added.

#### Adding Titles

Once a section has been added then by clicking in the section the area properties are listed in the top right hand section of the designer.

By hovering over the section the name of the section is also displayed.

Each section has properties – in the example below the only properties are the page breaks and the number of rows in the Page Header section – these can be amended.

To enter titles of fields in the section simply drag down a field into the section and select Description from the dialog box.

Notes

Items	Sort Num	Cell		Section: Page H		
NHVAccount		A4		-		
NH\NA\Account Description		B4				
NH\Type	1					
NH\Sub Type	2					
∑ NH\Balance		C4				
∑ NH\Budget		D4				
NH\NA\NY\Class						
				📃 📃 <u>P</u> age Break	Rows	2
				Eage Break	Rows	2
				☐ <u>P</u> age Break	Rows	2
ayout				Page Break	Rows	2
	Add	Delete	Move	Page Break	Rows	2
	≜dd	Delete	Move	Page Break	Rows	2
ayout SP Ba Ba I I I I I I I I I I I I I I I I I	≜dd	Delete	Move	Page Break	Rows	2
9 6 4 5 5	Add	<u>D</u> elete B	Move	C Page Break	Rows	2
C2	Add		Move			2
	<u>A</u> dd		Move	c		2
Image: State Sta	Description	B		C	D	2
Image: Second constraints     Image: Second constraints       Image: Second constraints     Account		B		c		2

The titles of the fields can be placed in each cell and formatted. This can be done by right clicking on the cell and selecting Format Cells – this is the same dialogue box that appears in the spreadsheet.

#### Adding Other Text

Other formulas can be used in any sections such as:-=today() – after formatting to date type gives today's date when recalculated. =now() - after formatting to time type gives time when recalculated.

Users can type directly into any cell by clicking in the cell and typing.

#### **Adding Total Section**

Total sections are added the same way as title sections -

- Click Add
- Click Section
- Click Total

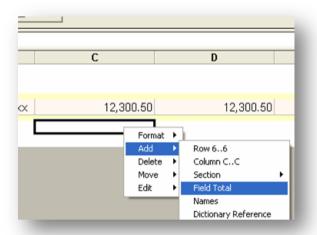
	Row 22 Column CC	Move	
-	Section   Names	Title Handar/Subtabal	
	Dictionary Reference	Header/Subtotal Total	
n		Filtered Column	
XX	*****	xxxxx	12,3

Again the total section can only appear once so it will disappear from the list of available sections for this report. Once the total section has been added a new bottom section will be added to our report.

To calculate a total it must be displayed in the TOTAL section – no other section has the ability to calculate an over all total.

To add a Calculated Total

- 1. Move to the Total Section.
- 2. Click in the cell directly below the field to be totalled.
- 3. Right click select Add.
- 4. Select Field Total.



A new field will appear below the numeric field selected – this will calculate the total for this field.

	D6 -SU	JM(D4:D5)+0+0			:
	A	В	С	D	E
1		•			
2	Account	Account Description		Section: Total	ls / Field Total
4	ABCxxxxx	ABCxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx	12,300.50	12,388.50	
6	Total		12,300.5	12,300.50	
7					
	_				
			$\sim$		

As a field total is placed in the Total section it appears that the number is the same as the number above it but remember that this number only represents the format it will take.

The true calculation appears in the cell content. This formula will add up all above of the cells.

The formatting, lines font type is all determined by the format cell option (right click on the total cell).

	12,300.50		12,3	DO.50
	12,300.50		12,3	800.50
				<b>&gt;</b>
<u>H</u> elp		<u>0</u> K		Cancel

No matter if new accounts are added to Opera 3 / Opera II Enterprise or accounts deleted this formula will calculate the records it brings back from Opera 3 / Opera II Enterprise. – At any time user can select OK to view the results in a spreadsheet

#### Adding Groups

To add a group to the report a Header/Subtotal section must be added.

- 1. Click on Add.
- 2. Select Section.
- 3. Select Header/Subtotal.

tems	Sort Num	Cell			
NH\Account	3	A4			-
	з				
NH\NA\Account Description		B4			
NH\Type	1				
NH\Sub Type	2				
NH\Balance		C4			
NH\Budget		D4			
NH\NA\NY\Class					I
NH\NA\NY\Class yout Per to get			Move Title	 	
yout PBCJB	dd	Row 44 Column BB			
yout Blace Carlos ( B4 ABCxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx	dd	Row 44 Column BB Section	Title		

A Header/Subtotal section editor appears. The group must first be determined. The groups should be placed in order: For 3 groups

- Class
- Class Type
- Class Type \Subtype

tems         Sort Number         Cell           NH\Account         3         A4           NH\NA\Account Description         B4           NH\Type         1	
	EIII EIII EIII EIII EIII EIII EIII EII
NH\Sub Type         2           NH\Balance         C4           NH\Budget         D4	<ul> <li>Image: A state of the state of</li></ul>
Header	Rome Freek
age Break	Page Break
Cell Format Borders	Cell Format Borders
Fore Colour ABC123 Back Colour	Fore Colour ABC123 Back Colour
Font	Font
X X X X X X X X X X X X X X X X X X X	X X X X X X X X X X X X X X X X X X X
x     x     x     x     x       x     x     x     x     x       x     x     x     x     x	
	QK Cancel

Each group must be created in order – they can be edited but it is easier to get it right first time. To create a group simply drag across the group type. For a secondary group, edit the first group then the second group must be dragged across.

The header and subtotal (footer) sections can be switched on / off. These are controlled by check boxes. Only subtotal sections can have calculated totals in them.

Each section can be colour coded – by clicking on the colour pallets. Once all the options have been designed, select OK.

Dutput		
Items	Sort Num.	. Cell
NH\Account	3	A7
NH\NA\Account Description		B7
NH\Type	1 2	
NH\Sub Type NH\Balance	2	C7
NH\Budget		D7
NH\NA\NY\Class		
ayout		
	Add	
6 6 4 5 6	<u>8</u> 00	
A11 Total		
A		В
1	/	
2 Account Accou	unt Description	
4 Class		
5		
7 ABCXXXX ABCX		
	~~~~~	
9 Subtotal		
11 Total		
12		

If both the header and the subtotal section are selected then two sections appear. There is a thin line – here it is seen as line 6 and line 10, this will disappear when viewed through Excel.

If subtotals are required then these must be placed in the Sub Total section.

To insert Sub Totals -

1. Highlight the cell in the subtotal section that is directly below the value amount.

tput ems	Sort Num	Cell		Sec	1 Total	
NH\Account	3	A7				
NH\NA\Account Description	ů.	87		Change of		
NH\Type	1			NH\NA	\WY\Class	
NH\Sub Type	2					
NH\Balance		C7				
E NH\Budget		D7				
NH\NA\NY\Class				Page B	Iraak	Rows 1 🕂
						Collapse Al
				Expand	d Controls	Lollapse Al
yout						
- F & & Ø <b>=</b> 6	Add	Delete	Move			
	000		<u></u>			
D9 =SUM(D7:D8)	+0+0					
Α		В		С	D	E
1		2		0		
	Description					
4 Class 5						
7 ABCxxxxx ABCxxxxx	~~~~~	2000000000000000000000		12,300.50	12,300.50	
9 Subtotal				12,300.50	12.300.50	
				24,601.00	Forma	
				24,001.00		Row 99
1 Total					Delete	Column DD     Section
1   l otal 12					Move	Field Total
				Help	Edit	Dictionary Reference

2. Right click in this cell - select ADD - Select field Total.

© Pegasus Training Services

#### **Auto Size Columns**

Default Clear	Load Save	🖵 Auto Size Columns
Workbook File		
Layout 🔊 🖻 🖻 🛷 📕 🎒	<u>Add</u> <u>D</u> elete	Move

By selecting the Auto Size Columns, when the report is displayed in Excel, all the columns are stretched or shrunk to fit the size of the data in the columns.

The column widths will change for each column content and is not related to the length of the fields

#### Add Columns

Columns can now be inserted to the left and to the right.

- To insert to the left select ADD, then select Column.
- To insert to the right select ADD then select Column To Right.

Add	Delete	Move
	Row 14	
	Column to Right	
	Column DD	-
	Filter On Column	С
	Section 🕨	
Cost Centre	Names	
	Dictionary Reference	

### 11.3.4 Filtered Columns

Filtered Columns can be used to break down information into individual components without the need to create separate reports. That is, the same data item can be output in multiple columns with different filtering criteria.

tput ems NHVAccount NHVAVAccount Description NHVType NHVSub Type NHVSalance	Sort Num. 3 1 2	Cell A7 A7 B7 C7			Section: Totals	
NH Valance NH VBudget NH VNA VNY VClass		D7			<u>P</u> age Break	Rows 2 🛨
A11 Total		Delete Row 1112 Column AE	Move	IL_		
A Account Account Account Account		Section Field Total Names Dictionary Reference	Title Header/Subtotal Filtered Column	C	D	E
ABCxxxx ABCxx	000000000000000000000000000000000000000			12,300.50	12,300.50	
J Subtotal				12,300.50	12,300.50	
1 Total 2				24,601.00	24,601.00	
					Help <u>D</u> K	

There are limitations

- Only 10 columns can be used in one report (Approx).
- The filter must be applied at the start of the report.
- The layout is one line per filter in older versions.
- Must specify a total encompassing filter which would be at the start.

Month	Jan	Feb	Mar
Inv123 – 01/01/03	10.00		
Inv124 – 02/02/03		10.00	
Inv125 – 01/03/03			15.00
Inv126 – 23/03/03			25.00

Usually a header and subtotal would be applied.

To add a filtered column

d Summary Report					
2					
Filter					
Filter From	2003	2003	Lock		
Filter To	2003	2003		_	
	Filter From	Filter To	Value From	Value To	^
Product	Opera II XRL		Opera II XRL		
Company ID	Z		Z		
Table	NH		Nominal History		=
NH\Record Type	1		1		
NH\Record Type#2	2		2		_
NH\Year	2003	2003	2003	2003	
NH\Period	1	13	1	13	~
<					>

1. Apply filter in filter output section on the definition form.

- 2. Go into the designer click add section filtered column.
- 3. Highlight the row to filter. Select the filter required here the user has filtered the year to be 2002 2002.

Filter					
Filter 2	002		2002		
Filter To	002		2002		
		Filter From	Filter To	Value From	Value To
Company ID NH\Record Type NH\Record Type#2		Z 1 2		Z 1 2	
NH\Year		2002	2002	2002	2002
NH\Period NH\NA\NY\Class NH\NA\NY\Class#2		1 I E	13	1 I E	13
<					
Layout Columns	1 🗧				
			<u>H</u> elp	<u>o</u> k	Cancel

- 4. Once a new filtered column has been entered then it can be edited by selecting the 'Edit Filtered Column 1' (2 etc). The filter screen will reappear and a new filter can be added. The edit function will only appear when the filter column is selected.
- 5. Any values or text fields that are placed in the column will be filtered.
- 6. The total column should ALWAYS appear before any filtering columns. It will NOT add up correctly if it is after the filtered columns.

## 11.4 Profiles

To create a Profile (used by the wizard) select the profile button.

Choose a field on the left hand side

Fill in -

Value From Value To Column Description Profile Name

Select Add to profile and then Save the profile.

That will create one filtered column.

To create a second filtered column choose the same field as above on the left hand side

Fill in new

Value From Value To Column Description

Dutput Field / Profile Name	Filtered Colum	n Values			
Company ID	Value From	Value To	Description		<u>E</u> xit
NH\Record Type	2001	2001	2001		Delete <u>P</u> rofile
NH\Type NH\Sub Type	2002 2003	2002 2003	2002 2003		
NH\Sub Type	2003	2005	2003	-	
- NH\NA\Account Description				- -	
- NH\Balance					<u>G</u> et Unique Values
- NH\Budget	1				
⊡ NH\Year	Value From				<u>R</u> emove From Profile
Year					Add To Profile
	Value To				Update Selected Item
	l Column Descr	iption			
	Profile Name				YESTO N
	Year				<u>S</u> ave Profile

Click Add To Profile.

- If amending a Profile then select Update Select Item.
- If deleting a range then select Remove From Profile.
- To extract all information from a field for filtering select Get Unique Values.
- To delete the whole Profile select Delete Profile.

Select Save Profile when finished and the Exit.

Notes

## 11.4.1 Wizard

The wizard is a tool used to create reports that require filtered columns. It uses Profile Builder which is available outside of the Wizard.

Designer Wizard	The Designer Wizard will help you create a Vision Designer Report. You can press Back at any time to change your selections. Please click Next to begin.
Cancel	ck Einish

Select the Wizard and select Next.

Designer Wizard		
	Choose a Profile of and output If there are none click Build P	t field from the list below. rofiles. 2001 2002 2003
Cancel < <u>B</u> a	ck <u>N</u> ext >	Build Profiles

Users must select at least one Profile to use filter columns.

Users are unable to continue until they have either built a Profile using the Build Profile or selected an existing Profile. (See Profile Builder).

If a group is to be added then users must select whether they require Headers or Footers or both.

Notes

Designer Wizard	Page Headers  Totals
Cancel < <u>B</u> ack	<u>N</u> ext > <u>F</u> inish

Select Next to continue.

Designer Wizard	Select the Data fields. Each selected item will create a filtered column for the output fields chosen in the profile selection. Dbvious data items are preselected. Possible Data Fields NH\Type NH\Sub Type NH\Sub Type NH\Sub Type NH\Account NH\YPar Selected Data Fields NH\Balance NH\Budget
Cancel < <u>B</u> ack	<u>Einish</u>

A filtered column will be created using the profile and the fields selected on this form. It is usually the amount fields that are to be filtered and by default they appear in the Selected Data Fields box.

To select a field double click the field to place this in the box below. If a field is transferred in error then double click the field to return it to the box above.

Select Next to continue.

A group is determined by the fields that were sorted in the selection Tab1. If a field is to be grouped then it must be sorted.

Notes

If a field is

Cancel < Back	Only those output field that are sorted are shown. Create Sub Totals On Change Of NH\Type NH\Sub Type NH\Sub Type NH\Account 	
Only one group can be create	ed using the wizard.	

Select Finish to continue.

Once the wizard has created the report this can be edited as normal.

# Accreditation Training Courseware Appendix

## Appendix A – Integration with other Products

Operatio	ons II	
Module	Table	Alias
Sales		
	Customers File	SC
	Sales Order Profile	SPR
	Sales Order Header	SH
	Sales Order Item	SIT
	Order Delivery Schedule	SSC
	Sales Order BOM	SBO
	Delivery Pick	SPI
	Sales Order Delivery	SDE
	Sales Invoice Header	SIH
	Sales Invoice Details	SID
	Stock Transaction Details	CTR
Purchases		
	Supplier Records	PSU
	Purchase Order Header	PHE
	Purchase Order Details	PIT
	Purchase Order Delivery Sch	PSC
	Goods In Inspection Details	PGI
	Purchase Invoice Header	PINH
	Purchase Invoice Details	PIND
	Goods In Inspection Faults	PGIF
	Stock Transaction Details	CTR
	Quotation Supplier Pricing	РВО
	Vendor Rating Details	PVR
Production		
	Works Order	WWO
	BOM Change File	CAS
	Job Routing Details	WRO
	Sales Order BOM	SBO
	Parts Release	WRE
	Delivery Pick	SPI
	Goods In Inspection Faults	PGIF

Module	Table	Alias
Stock		
	Stock File	CST
	Parts BOM	WBO
	Routing Details	WML
	Stock Transaction Details	CTR
	Serial Number Details	CSTS
	Parts Issue History	WIS
	Price Changes	CSTP
Job Costing		
	Sales Order Item	SIT
	Job Budget Details	JBU
	Cost Centre Details	JCO
	Job Milestone Details	JMI
	Labour Rate Details	JRA
MRP/MPS		
	MRP Parameters	MPA
	Master Production Schedule (MPS)	MPS
	MPS Schedule	MPSS
	Material Requirements Plan (MRP)	MRP
	MRP Schedule	MRPS
	MRP Periods	MRPP
System		
	Companies	СО
	VAT Rates	ТХ
	EC Country Codes	VCN
	Exchange Rates	ZXC

## Appendix B - Opera 3 / Opera II Enhancements

The Opera 3 / Opera II DataLink in XRL (1.10.00) has been enhanced to include the following tables:

- Sales Allocation (SALLOC)
- Sales Nominal Transfer (SNOML)
- Purchase Allocation (PALLOC)
- Purchase Nominal Transfer (PNOML)

Opera 3 / Opera II SQL only, the following unions:

- Sales Analysis and Sales History (SANAL and HSANAL)
- Purchase Analysis and Purchase History (PANAL and HPANAL)

## Appendix C - Sage Line 50

In addition to Sage Line 50 (Accountant, Accountant Plus, and Financial Controller) v9, v10, and v11, XRL (1.10.00) can be used with Sage Line 50 (Accountant, Accountant Plus, and Financial Controller) v12.

NOTE: To use Pegasus XRL with Sage Line 50 v12, Sage Line 50 v12 Service Pack 1 must be installed.

Module	Table	Alias
Customers	Customer Records	SL
	Customer Activity	SN
	Customer Activity Details	SQ
Suppliers	Supplier Records	PL
	Supplier Activity	PN
	Supplier Activity Details	PQ
Nominal	Nominal Records	NL
	Nominal Journal	NJ
	Nominal Activity	NN
	Nominal Activity Details	NQ
	Audit Vat	AV
Products	Products	ST
	Product Activity	SO
	Stock Categories	SC
	Stock Allocation	SK
Bank	Bank Accounts	BA
	Bank Transactions	BN
Invoicing	Invoice Header	IN
	Invoice Item Details	IV
SOP	Sales Orders	SP
	SOP Item Details	SM
РОР	Purchase Orders	PO
	POP Item Details	PP
Settings	Companies	СОМ
	Company Information	СО
	Currency Information	CR
	Country Codes	CU
	Tax Codes	ТА
	Department Information	DE

## Appendix D Troubleshooting

NB: Actioning any part of this document is at the user's discretion and any potential issues encountered are not the responsibility of Pegasus Software Ltd. Please complete necessary backups and testing before actioning in a live data environment.

### COM add-in not present in Excel

Note: the COM add-in Typical reaistrv path for reaistrv entries the followina: is Computer/HKEY CURRENT USER/Software/Microsoft/Office/Excel/Addins/Infor Querv and Analysis Add-in

Most common solutions

- 1) Ensure the following Microsoft components are installed
  - Microsoft Primary Interop Assembly (PIA)
  - Microsoft Visual Studio 2010 Tools for Office runtime, if using Office 2010
- 2) Users must have Administrator rights to load the add-in including permissions to create the registry entries. Up until version 10.1.1, you will also need to disable UAC. This is often the resolution when running Excel.exe as administrator displays the add-in, but not for a normal user, especially on Terminal Server or Citrix environments.
- a) Temporarily give the user Administrator privileges, load the add-in via maintenance and remove admin rights.
- b) Assign Full rights for the user to the 'Query and Analysis' installation folder, load the add-in via maintenance.

The alternative to giving the Terminal Service/Citrix user temporary administrator rights is

i) Give the user 'Full Control' permissions to their HKEY\_USERS key. Example below: HKEY\_USERS\S-1-5-21-304862685-1738684395-2000637421-500

ii) Run the ExcelAddinRemoveAdd.exe when connected with the user's session to the terminal server and ticking the Excel add-in and clicking OK.

Example path of executable: C:\Program Files (x86)\Infor\Query and Analysis\ExcelAddinRemoveAdd.exe

- 3) Ensure the old add-in (LsAgXLB.xla) is not present. If it is, remove with the following steps:
  - Move the LsAgXLB.xla add-in from the Q&A installation folder to the desktop
  - Remove the Q&A add-in from Excel
  - Move the LsAgXLB.xla add-in file back into the Q&A installation folder
  - Browse to ... Infor Query and Analysis>Maintenance>Configure Microsoft Office
  - Tick the Excel option
  - Click OK to successful message
  - Exit maintenance

- 4) Run the following caspol command:
  - Open a command prompt "Run as administrator"
  - Change directory to:

<Windows folder>\Microsoft.Net\Framework\v2.0.50727

Execute the command:

caspol –ag 1 –url "file://<Q&A installation folder>\Infor.QAA.Ribbon.dll" FullTrust Note: do not copy and paste this command line. Other possible solutions

- 5) Microsoft Visual Studio 2012 OR Microsoft 2013 Lync component has been installed. Uninstalling and re-installing 'Microsoft Visual Studio 2010 Tools for Office runtime' resolves the issue and allows Visual Studio 2012 to also be used. (Un-installing and re-installing Visual Studio 2012 may also be required)
- 6) Ensure only one version of Microsoft Office is loaded on the machine.
- 7) If the add-in is marked as Active within Office 2010, but the Infor Q&A tab is not displayed, ensure the 'Infor Q&A' option is ticked within File -> Options -> Customize Ribbon.
- 8) The add-in may be disabled. If so, browse to Excel options -> Add-Ins and select Manage 'Disabled Items' and click GO. Enable the Infor Query and Analysis ribbon manifest add-in.
- 9) Sometimes an xm file [Excel.exe.config] is created / generated when installing Office. This XML file "locks" the .NET Framework Version to v1.1.4322 causing the add-in to fail. Renaming the 'Excel.exe.config' can resolve the problem.
- 10) Ensure the file path for user registry entries are pointing to the correct location for the Infor.QAA.Ribbon.dll.manifest file.
- 11) The Q&A certificate may have expired; ensure the Excel options are not using trusted locations.
- 12) Visual Studio Tools for Office (VSTO) 2005 components can become corrupt. Uninstall/reinstall VSTO 2005, then re-install Q&A.

Re-installations have been occasionally used as solutions in some environments

13) a) One installation of Q&A 10.1.0 with Office 2010 done as administrator could not be resolved with the steps above. Un-Installing Q&A 10.1.0 and Installing Q&A 10.1.1 when logged in as the user (still with administrator rights) resolved the issue.

b) Select Custom installation during the re-installation and make sure the option to automatically load the Excel Add-in is enabled.

- 14) Uninstalling Office and Q&A before re-installing Office and Q&A in that order can be required to resolve the issue; after all previous steps have been completed.
- 15) AppSense can interfere with the Q&A add-in locations, e.g. loading partial profile paths. If using any tool such as AppSense, which includes policy and personalization management, please test with a non-assisted installation outside of the management software.

## Limitations

Feature	Specification
Maximum number of items (nodes) that can be displayed in the Selection List window of definition forms.	The maximum number of data items that can be displayed in the Selection List window of XRL XL definition forms is 32700. If you exceed this maximum, a message box displays. The Selection List window displays only the 1st level items. Click the plus '+' sign of the relevant item to expand to further levels.
Maximum number of open workbooks	Limited by available memory and system resources
Maximum worksheet size	65 536 by 256 columns. This can differ depending on your version of Excel
Column width	0 (zero) to 255 characters
Row height	0 to 409 points
Maximum number of sheets in a workbook	Limited by default memory (default number of sheets is 3; the maximum number of sheets in a default workbook is 255)
Maximum number of custom toolbars in a workbook	Limited by available memory
Maximum number of custom toolbar buttons	Limited by available memory
Maximum number of parameters in a formula	29
Maximum length of a string parameter	255
In a query definition, the maximum number of Data Filter Items that can reference an Excel cell or named range.	14
User Defined Fields	In XRL there is a total limit of 40 data items within User Defined Output formulas, per query. This limit applies to data items, and does not include Data Output items that have already been specified in the definition form.

## Exclusive Error in Opera 3 / Opera II Enterprise

When using Pegasus XRL users are prompted to log in. This will open the table and any exclusive processes will not be able to run.

Ensure that when users no longer require XRL users log out of Pegasus XRL.

Any exclusive processes such as Update Data Structures will require users to Log Off Pegasus XRL

## Error -2147217865

#### Error -2147217865 File 'z\_nparm.dbf' does not exist

Pegasus XRL is unable to access the company data in Opera 3 / Opera II Enterprise.

In Opera 3 / Opera II Enterprise, ensure that the company data path is either a UNC or absolute path eg C:\Opera 3 / Opera II Enterprise\Data.

## Office XP

#### General Microsoft Office XP

When using Pegasus XRL with Microsoft Office XP, there are some issues that may arise.

In Office XP, the default security setting in Microsoft Excel is high and warnings may be displayed if users are using the Pegasus XRL add-in.

The default setting in previous versions of Excel is medium, which is correct for running the Pegasus XRL add-in.

If the security setting is low, no warnings will be displayed.

If using Office XP, the first time the Pegasus XRL add-in is loaded a dialog box will appear prompting users to run a Digital Certificate. Select the 'Trust access to Visual Basic Project' as well as the 'Trust all installed add-ins and templates' on this dialog box and click OK.

Additionally, in Microsoft Office XP, an extra level of security is available to combat the spread of viruses. This security setting is a check box that can be found on the Trusted Sources tab on the Security dialog box. The setting default is off, which creates problems with existing Macros that require the Pegasus XRL add-in, causing them to fail.

For Macros to work, this setting must be on, i.e., the check box must be selected. Incorrect security settings affect functions such as Macro Builder, Data Selector.

## How to Amend the SYSTEM password in XRL

- 1. XRL Maintenance
- 2. Select Configure Tab
- 3. Select Server Register
- 4. Highlight AGUSR-DEF-system
- 5. Place the mouse 2cm under the box named Filter on right hand pane
- 6. Now press CTRL and ALT and right click mouse all at same time.
- 7. 'Update' and 'Delete' are no longer greyed out
- 8. Delete contents of the 'Data 2' field
- 9. Select Update
- 10. This should clear the system password

## Uninstalling XRL – version 1.10 / 1.20 / 1.30 / 1.4x.xx – In-depth

Ensure you have full read/write access to all files and folders on the PC. To ensure this is the case:

- 1. Log in as Network/Domain Administrator onto the PC before commencing. This often works better than a cloned identity or a user with a local Administrator privileges.
- Uninstall XRL via the add/remove programs (it may be shown as Query & Analysis) or from the CD if you prefer. Ensure you tick "Delete all Datalinks and User detail" at the bottom of the screen of the uninstall wizard.

If you get an error saying this isn't possible you will need to source the Microsoft MSI Cleanup Utility available from their site. That will help remove any stubborn/corrupt installations that cannot be removed via conventional means. The Microsoft utility will only remove references to any software that has, at some stage been successfully installed. To remove failed or partial installs you will need to Force remove the installation and clean the installer itself using a product such as Advanced uninstaller Pro (version 9 currently). This is available on a free trial.

3. On completion (whether the uninstall via Start/Remove was successful or not) you will then need to delete all Vision/XRL folders on the PC that may remain.

c:\program files\XRL (or similar folder if paths have been changed at install.)

4. If profiles have been used in XRL ensure you check the

c:\documents and settings\ <user> \ paths for any related folders.

- 5. Ensure no other XRL, Vision or Lasata folders are present anywhere on the PC. Use the Start > Search function if required to verify.
- 6. Take a Copy of the registry using REGEDIT

Start > Run > type REGEDIT into Window> OK

Once REGEDIT opens and list appears right click My Computer in list > Export > Name the file accordingly and SAVE

7. Clean the Registry

Download and run a registry cleaner on the affected PC. Although Pegasus cannot recommend or endorse a particular one, on a person note I use "ccleaner", a small and easy to use free utility.

http://www.filehippo.com/download\_ccleaner

Microsoft also **produce** one that is freely available at their website.

Manually attempting an XRL clean of the registry rarely works due to the sheer number of registry keys and their locations within the registry. They are not labelled as you might expect so are often missed. There is one that is likely to remain which can cause ongoing problems.

A list of registry keys is not available from Support and they are too many to list and will vary on the user's setup. This is why a thorough clean is necessary, hence why we took a backup of the registry before commencing this section.

Having cleaned the registry by your chosen method and removed all related folders you are in a position to perform a reinstall. The PC must be completely free of Any/All previous XRL installations. This is imperative.

- 8. Ensure you use Custom option when prompted not the Typical. If XP is used on the PC you will need to ensure you UNTICK the "check for MDAC2.8" box as this can cause problems later in the installation. Regardless of the platform you are installing to you must check the installation guide to see which should be included or excluded for the installation. This is often a cause for many failed installations.
- 9. Continue the installation as prompted through the wizard to completion.

Any further problems having reinstalled, re-check the points listed Support Document "XRL installation issues.doc" as any previous corruption or problems should have been resolved if the above is correctly followed.

As this is a clean fresh installation, it may now be an issue with configuration rather than an installation issue so rechecking this document is strongly advised.

**PLEASE NOTE:** All Support guides are created to help provide additional assistance to common issues and should be viewed as such.

Partners and Customers are responsible for taking all backups and completing all offsite testing prior to actioning anything onsite. This will ensure you are familiar with the processes outlined herein and possible issues that can arise prior to arriving on site.

Pegasus cannot be held responsible for any issue arising from use of this document.

## XRL Installation Issue 1.4x.xx - Error -2147217900

Error -2147217900 Command contains unrecognized phrase/keyword.

Please check database permissions and SQL Initialisation statement.

Problem found in Module Alchemy Will continue program Country: 44 United Kingdom Com	ProductSqlInitialise Opera II puter: WXP-A66866 C:\WINDOWS\	system32\
rror -2147217900 Command contains unreco ease check that database permissions and S ET ENGINEBEHAVIOR 70□□		
<		5
Do not show this message again.	Save to file	Print Continue

This error will occur if a previous version of XRL has been installed and is resolved by updating the Visual Fox Pro OLE DB Provider.

This information is currently included in the Vista steps on page 7 of the installation guide but will also fix for other operating systems (XP etc).

**NB:** Visual FoxPro OLE DB Provider program needs to be updated to use version 9.x. An older version of the file may already exist on the computer. To Update the Visual FoxPro OLE DB Provider;

- 1. Using Windows Explorer, click on the XRL CD image into the computer's CD drive.
- 2. Copy the vfpoledb.dll file from the root of the CD image to:

c:\program files > common files > system > ole DB folder.

3. Click Yes if a message is displayed asking whether the file should be overwritten.

If the overwrite is rejected, remove the original file from its original source location and then copy the replacement in from the CD.

## Linking Sage to XRL (Brief Notes)

Install the XRL from the CD as normal. On completion you will be presented with the Connection Wizard.

Follow these steps to set up the XRL product and the individual DataLinks for each product. A DataLink is software that links XRL to the business application. The XRL engine must be set up for all XRL installations but you only need to set up the individual DataLinks if you intend to link the product to XRL.

Uncheck the Enable checkbox and select the Back button to disable any DataLinks.

#### XRL Database (All Installations)

The XRL database contains user information, serialisation details, and dictionary settings.

- 1. Select XRL in the Product list, and click Next.
- 2. In the Database type field, select Microsoft Access, and click Next.
- 3. In the File Name field, select the file LsDatabase.mdb which by default is

C:\Program Files\XRL\LsDatabase.mdb. The System Database and Time Out

fields are not used by the installation so you should ignore them. Click Next.

- 4. The User ID and Password fields are not used by the installation so you should ignore them. Click Next.
- 5. Click *Test Connection* to check whether XRL can access the data source.

If the test is successful, a 'Connection Test Successful' message is displayed and the indicator shows green.

If the test fails, the indicator turns red with a white cross. Click *Back* to the screen where you selected the LsDatabase.mdb database file to make sure that you have chosen the correct location for the database.

Then click Next until you can test the connection again.

6. Click Finish. The Connection Wizard is displayed.

#### Sage Line 50 DataLink

- 1. Select Sage Line 50 in the product list, then Next.
- 2. Select the Database type: *Microsoft Access*. The *Alias* field is not used by the installation so you should ignore it. Click *Next*.
- 3. The System Database, Time Out, and OEM to ANSI fields are not used by the installation so you should ignore them. The File Name must be set later. Click Next.
- 4. The *User ID* and *Password* fields are not used by the installation so you should ignore them. The next step in the installation is to provide details of each company in Sage Line 50 that will be linked to XRL. Click *Next*.
- 5. Click the Install button to display the Sage Line 50 DataLink Maintenance window.
- 6. Click *Add*. The Add New Sage Line 50 DataLink Company form is displayed. The Version of Sage Line 50 installed on the computer is automatically detected.
- 7. In the *Company* drop down list, select the required company. The path to the company data is automatically populated. A Database System Name (DSN) to link to the selected company's data is suggested, but its name can be changed.
- 8. Enter a valid User Logon and Password for the company.
- 9. If you wish to report against the live data, click *OK* and the tables are linked. If you wish to create an Offline Version of the database to be used on computers without Sage Line 50 installed, check the checkbox and click *OK* to create the offline database. The offline database along with the Companies.mdb file can then be copied to other computers for XRL to connect to.
- 10. Click *OK*. All databases are created in the '..\XRL\Settings\LsAlchemy\C50\' folder. The *User Logon, Password,* and *Offline Version* fields can be changed by clicking *Edit*.

Note: Repeat steps 6-10 for all other companies in Sage Line 50 you wish to

link XRL to.

- 11. Click *Close* to finish maintenance on the Sage Line 50 DataLink and return to the Connection Wizard.
- 12. Click Exit to close the Connection Wizard. The Client Setup form is displayed.
- 13. In the Client Setup form, select Sage Line 50 from the grid.
- 14. In the File Name field, browse to .. $XRL\settings\LsAlchemy\C50$  and select the Companies.mdb file.

15. Click *Test Connection* to check whether XRL can access the data source.

- If the test is successful, a 'Connection Test Successful' message is displayed and the indicator shows green.
- If the test fails, the indicator turns red with a white cross. Click *Back* to the screen where the company was added and follow points 5 to 14 again. Then click *Next* until you can test the connection again.
- 16. Click Save to close the Client Setup form, then click Finish to close the InstallShield Wizard dialog

#### Creating XRL Users and Profiles

The XRL Setup Wizard guides you through a series of steps to create users, user profiles, and remote users. The Wizard queries the selected product and imports any user names and user profiles detected. A corresponding XRL user and user profile is created by XRL. If no user profiles are found in the data source, the default user profile is used.

**Note:** If a backup of the lsdatabase.mdb was taken before the installation to preserve any Serialization, Users and Security settings, copy this file to the XRL folder, for example C:\Program Files\XRL.

#### To Create XRL Profiles

- 1. On the taskbar, select the Start button, point to the XRL program group and select Setup.
- 2. Leave the User ID as 'System' and password field blank. Click OK. If this is the first time you have accessed Setup, you are given the option to create a password.
- 3. Select *Profiles* from the *XRL Setup* menu.
- 4. Click Add.
- 5. Enter a *Code* and *Description*.
- 6. Click Save.

#### To Create XRL Users

- 1. Select Users from the XRL Setup menu.
- 2. Click Add.
- 3. Enter a User Name and Description.
- 4. Enter password information if required.
- 5. Select a User Profile for the User.
- 6. Click Save.

#### Step 6: Serialising XRL

Follow these instructions to serialise all products so they can be used with XRL. Enter the details exactly as they appear on the Serialisation form sent to you by your Pegasus Partner.

- 1. In XRL Setup, highlight the appropriate business application (Opera 3 / Opera II, Operations II, CIS, or Sage Line 50) on the Serialization tab, then click the *Serialization* button.
- 2. Enter the End-User.
- 3. Enter the *Licence No*.
- 4. Enter the Software Supplier.
- 5. Enter the *Expiry Date*.
- 6. Enter the Author Product Licence Key.

- 7. The next steps depend on the product you are serialising.
  - Opera 3 / Opera II, Operations II, or Sage Line 50
  - i. In the *Type* field, select *Toolsets*.
  - ii. In the XRL XL Number of Users field, enter the number of XRL users.
  - iii. The next step depends on whether the licence is for a Pegasus partner or customer:
    - If the licence is for a Pegasus partner, tick the *Expiry Date* checkbox and enter the same expiry date as in step 5.
    - If the licence is for a Pegasus customer, leave the *Expiry Date* checkbox unticked.
  - Pegasus CIS
  - i. In the *Type* field, select *Concurrent Connections*.
  - ii. In the Number of Users field, enter the number of XRL users.
- 8. Enter the Serialisation Code.
- 9. Click Save Changes. A window appears for you to browse to the Pegasus Opera 3 / Opera II or Pegasus Operations II System folder to check that the information is correct. This step is not applicable for Pegasus CIS or Sage Line 50 serialisation. Click *OK*.
- 10. The 'Serialization has been accepted' message is displayed. Click *OK* again and the User Allocation form is displayed.

#### Allocating Users

Now that the XRL users and profiles have been created by the XRL Setup wizard, they must be allocated to XRL. The number of users that can be allocated depends on the serialisation details entered.

- 1. In the User Allocation form, select the product in the Products pane.
- 2. Select an unallocated user.
- 3. Select the right arrow button. The user is transferred to the Allocated Users list. Continue to allocate users as required. The Maximum and Remaining fields display the number of XRL users included in the XRL licence.
- 4. Select OK. The XRL Setup form is displayed.

Note: You only need to allocate users to the product that you want to link to

#### Step 8: Setting Security in XRL

Once users have been allocated to use the relevant DataLink, it is necessary to map an existing Opera 3 / Opera II, Operations II, Pegasus CIS, or Sage Line 50 user to an XRL User Profile. This ensures correct access is granted to the relevant tables. Repeat these steps for each relevant user.

#### To Map Pegasus CIS & Sage Line 50 users to the XRL User Profile

- 1. In the *XRL Setup* window, highlight the CIS or Sage Line 50 product and then select the *User Security* tab.
- 2. Highlight the relevant user/profile, right click and select *Edit* from the *Profiles* menu.
- 3. Select the relevant profile and then OK.
- 4. In the *User Profile* window, highlight Sage Line 50 or CIS. In the *User Details* tab select the *User Security* checkbox. Then select a *User ID*. You can leave the User Name as it is or change it to describe the security level, for example: "Full Access".
- 5. In the Access Tables tab, tick the tables you wish the user to have access to.
- 6. If you are setting up Sage Line 50, in the *Options* tab select the version of Sage Line 50 you are connecting to. By default Financial Controller is selected.
- 7. Select Save to save the details.

#### Step 9: Testing XRL

The final step is to test whether XRL can extract data from the product data source.

#### To Test XRL

- 1. Start Microsoft Excel.
- 2. On the XRL XL menu, select *Logon*. If the menu does not appear, the XRL Excel add-in needs to be loaded manually (for example in a Citrix/Terminal server environment). For further information, see the Adding the XRL menu in Excel section of this guide.
- 3. Enter the User ID of an allocated user. Leave password field blank.
- 4. Click OK. XRL logs on and the XRL menu is refreshed to display all the menu items.
- 5. If supplied, open the demo reports.
- 6. Extract a report definition. If a report is generated, XRL has been successfully installed.

Please refer to the XRL online help for information on configuring XRL users, profiles, and assigning passwords.

## Error 1720 – There is a problem with the windows installer package

Particularly common with installing version 1.40 of XRL and often Linked to Windows 2000. The message will appear as follows:



- Point 1 refers to Windows 2000 specifically.
- Point 2 onwards can occur on all Operating systems.

#### 1.) If error occurs on WINDOWS 2000

Scripting is disabled or not installed. To rectify this use the following link or manually register the DLL a) Register the scripting runtime i.e.: regsvr32 C:\WINDOWS\system32\scrrun.dll

b) If this does not resolve; download and install Windows Script 5.6 for Windows 2000 and XP from the Microsoft® website then reinstall the software.

http://www.microsoft.com/downloads/details.aspx?familyid=C717D943-7E4B-4622-86EB-95A22B832CAA&displaylang=en

#### 2.) Anti-virus software has script-blocking enabled.

Disable Anti virus fully for duration of install. Kaspersky and Trend have caused issues even if all folders are excluded from within their searches/sweeps.

## 3.) In all cases an incomplete installation must be removed (using Add/Remove Programs from Control Panel), then the following steps must be done before reinstalling:

Right-click the Start button Choose Explore All Users

Go into the Programs Folder

Create a folder called XRL

These steps will create the following required folder: C:\Documents and Settings\All Users\Start Menu\Programs\XRL

4.) If a previous version of XRL was present on the PC ensure the "Delete all datalinks and user settings" is checked during the removal wizard. Can also be tied into number 5.

5.) A registry key still live that shouldn't be there. This error can occur on either 2000 or XP. Run a REG cleaner (a good free one is CCLEANER found via Google). Finally check and search the registry with REGEDIT for any "Vision" or "Lasata" keys as both have found to be responsible.

Examples is:

#### HKEY\_CURRENT\_USER/SOFTWARE/VISION

Once the above are removed, only then should the re-installation be retried.

#### 6.) Clean the Registry

Download and run a registry cleaner on the affected PC. Although Pegasus cannot recommend or endorse a particular one, on a person note I use "CCLEANER", a small and easy to use free utility. Microsoft also do one that is freely available at their website.

Manually attempting an XRL clean of the registry rarely works due to the sheer number of registry keys and their locations (and sub-class entries) within the registry. They are not labelled as you might expect so are often missed. There is one that is likely to remain which can cause ongoing problems.

A list of registry keys is not available from Support and they are too many to list and will vary on the user's setup. This is why a thorough clean is necessary, hence why we took a backup of the registry before commencing this section.

Having cleaned the registry by your chosen method and removed all related folders you are in a position to perform a reinstall. The PC must be completely free of Any/All previous XRL installations. This is imperative and even though suspected to be clean, the registry has been responsible for failed installations particularly of version 1.40.

7.) Ensure you use Custom option when prompted not the Typical. If XP is used on the PC you will need to ensure you UNTICK the "check for MDAC2.8" box as this can cause problems later in the installation.

#### 8.) Update the OLE DB provider as per the Vista instructions -

Step 6 part C (page 7 of the installation instructions I believe) applies even if using 2000 or XP not just Vista. This was an error in the original documentation in 1.40.00 which is amended for future releases. Copied below for your ease of reference:

#### Step 6C: Updating the Visual Foxpro OLE DB Provider program

Visual Foxpro OLE DB Provider program needs to be updated to use version 9.x. An older version of the file may already exist on the computer.

To Update the Visual Foxpro OLE DB Provider

1. Using Windows Explorer, click on the XRL CD image into the computer's CD drive.

2. Copy the vfpoledb.dll file from the CD image to the

c:\program files > common files > system > ole DB folder.

Click Yes if a message is displayed asking whether the file should be overwritten. If this is rejected you may need to remove the original DLL from its location then copy the one from the CD.

9.) It has now been confirmed by a partner that the cause of their error 1720 was due to virus' present on the PC. Having removed them using the appropriate software, XRL 1.40.10 installed with no further issues.

10.) Further to this we advise ensuring that full spyware and malware scans and are also halted (this would include all ondemand virus scans too) to prevent any interference with the installer.

**NB:** Once you have XRL successfully installed if you experience any anomolies in the setup or behaviour please review the troubleshooting section in particular the XRL installation issues. XRL itself should not be affected as any previous corruption or problems should have been rectified by following the steps above. As this is a clean fresh installation, it may now be an issue with configuration rather than an installation issue.

## Cannot open Clipboard (Error 521) :

8
× ×

There are a few potential workarounds found for this.

1. Click close to the error. Leave Excel open. Launch a totally new Excel session (with the original running in the background) and then the Addin for XRL will load and function fully with no issues.

2. Launch Excel so the error is produced. Close the error screen. Quit Excel. This produces an "error has occurred in Excel Microsoft error and offer the user to send a report to Microsoft. Say no to this. Re-launch Excel. The addin will load first time and be fully functional. It will also then work for any other Excel sessions until the PC is switched off. Once you reboot it, you will have to do the process of opening, quitting and forcing Excel to error on closing then relaunch.

3. From cold-boot testing it appears if you launch Opera II before launching Excel, the Addin will load and be fully usable with no issues at all.

The only other information we have about this error is as follows:

#### Cannot open Clipboard (Error 521) :

This a Microsoft error. The Clipboard in most cases has already been opened by another application. Another application is using the Clipboard and will not release it to your application. Information on this runtime error can probably be found on the Microsoft website.

However following has also resolved the issue in the past:

- If they are using Terminal Services, can you please check if disabling/enabling Clipboard mapping helps? You should be able to see this from the Terminal Service Server,

Start->Programs->Administrative Tools->Terminal Services Configuration.

In the properties of the RDP-TCP connection, you should be able to see the Clipboard mapping options in the Client Settings Tab.

- Re-install of XRL, making sure the previous version is completely uninstalled, first, including folders, registries, etc.. You may wish to use a utility like CCleaner (available via the net), to ensure a complete uninstall.

Clipboard disabled by other software running on the system

Terminal services weren't set to allow clipboard - has been found to be the main resolution

Further information from Support surrounding an Error 521 since version 1.46 of XRL (thanks to support) – includes a lot of the above information: The error -521 is a generic message created by Excel.

**Note:** The information from the Microsoft website is not detailed but may help. Although the following list is as full as we are aware this is not exhaustive and other factors may also be an issue. If there are any others you find please let a member of the support team know so we can add your solution to the list or contact the training department

Historically this message is caused by:

1) Using remote software to log into a PC and run XRL. To check this log onto the PC locally and see if the issue is resolved.

2) if Citrix is in use ensure clipboard is enabled on the server.

3) if you get this at the point of login and have either applied the above or the environment you are working in is not affected by this there are a couple of workarounds that may resolve (a key way is the addin is showing but the icons on the addin ribbon bar show as hieroglyphics)

- a) Open Excel. When the error -521 shows, click close to the error. Leave Excel open. Launch a totally new Excel session (with the original running in the background) and then the Addin for XRL will load and function fully with no issues.
- b) Launch Excel so the error is produced. Close the error screen. Quit Excel. This produces an "error has occurred in Excel Microsoft error and offer the user to send a report to Microsoft. Say no to this. Re-launch Excel. The addin will load first time and be fully functional. It will also then work for any other Excel sessions until the PC is switched off. Once you reboot it, you will have to do the process of opening, quitting and forcing Excel to error on closing then relaunch.
- c) From cold-boot testing it appears if you launch Opera II before launching Excel, the Addin will load and be fully usable with no issues at all.
- d) If you find these are also not applicable and you have installed 1.45 there is a defect which has been identified in the Vision engine itself. The addin was referencing a third party which has been changed. The fix will be for the engine to load the XRL addin differently when launching Excel.

**Note:** This defect will affect both versions 1.45 and the newly released 1.46 so at present beyond our control. Pending receipt of a new Vision engine version in time, the new engine is to be used and included in the upcoming XRL version 1.47. This is of course subject to testing and development and us receiving it from Vision in adequate time. As a workaround if the defect is found to be the issue the customer can use 1.44 as this works fine on all other sites. The easiest way to tell if the defect is the cause is the user was on 1.44 or before and this is an issue only since upgrade to 1.45

## Error 205 (Out of range)

Error 205 (Out of range) on SELECT when running applications with data in Japanese

Other symptoms of this situation are that tools sessions, since they have no data in Japanese, open and work fine. Whereas applications sessions such as session tiitm0101m000 do not open and immediately report a 205 error.

#### Resolution

To correct this, first make sure that the collation in the database is correctly configured to Japanese\_BIN. If the data displays correctly in Enterprise manager, check:

To insure that Windows Server has the Japanese language pack.

To insure that the Windows client has the Japanese language pack.

The BW configuration of the client / Font tab should be a Japanese Capable font such as MS Gothic, MS Mincho, MS PGothic, or MSPMincho. If these fonts are not found, support for East Asian fonts in Windows must be enabled. See attached a sample screenshot of the correct BW configuration Font.

## Use Install button on XRL Maintenance for CIS or SageL50 – even though this has been done

When setting up the Profile to link to the manager user we get the following message...

Pegasus CIS	×
Companies List is invalid. Use Insi	all button on XRL Maintenance/Client Setup to configure.

Regional settings can cause this issue. Check they are set to Britsih and not another country

Regional Options		
- Standards and	and the second	
This option af dates, and tin	ffects how some programs format numbers, o ne.	currencies,
Select an iter your own for	n to match its preferences, or click Customiz nats:	e to choose
Polish		Customize
Samples		
Number:	123 456 789,00	
Currency:	123 456 789,00 zł	
Time:	09:50:48	
Short date:	2011-08-03	
Long date:	3 sierpnia 2011	
Location		
To help servi	ces provide you with local information, such ct your present location:	as news and
United Kinga	lom	~

## **Resolving Common Installation Issues in XRL**

#### XRL Compatibility:

- Version 5.x or V6.x of OII needs XRL V1.20 or later.
- Ensure customer isn't using 1.10 of XRL and version 6.10 of OII for example as this will NOT work due to the table structure changes in Opera since version 1.10 (used for version 4.x)
- Version 4.x of Opera can only work with version 1.10 or before, neither of which are supported.
- Version 1.20 and 1.30 are NOT compatible with version 4. None of these are supported versions anymore so should not apply.
- Office 2007 and VISTA is compatible from XRL V1.40.00 or later ONLY.

#### Installing XRL

Prior to the installation of XRL, the user must be logged into Windows and as the Network Administrator and not a user with Administrator rights. Clones of the main Network account may appear to have full access but can be restricted in terms of full access; registry entry amendments such as additions to and deleting from are prime examples.

#### Additional information for Permissions:

From Windows '98 onwards, Microsoft introduced the registering of DLL's as an Administrator function only. This also includes Adding Printers etc.

XRL needs to register certain GOAPP DLL's so you must have full read and write access to all folders and files for Opera, Windows and all Temp directories on the PC and server.

## Common Post-Installation checks and fixes (especially Cannot see companies in XRL)

#### Ensure the user is linked to an Opera 3 / Opera II profile.

- 1. Open Start button > XRL > Setup > Click Opera 3 / Opera II line.
- 2. Go to USER SECURITY tab and click User in question.
- 3. Right click on this > Profile > Edit > click user > OK

#### See following screenshot:

Code Gu	est	Description	Default			
Products XRLXL 0	Ither ]					
Product	User ID	User Name	Security	Other	Product Views	Res
😂 Sage Line 50			No			
CIS	Manager	Manager	Yes			
这 Operations II			No			
🛑 Opera II	ADMIN	The Administrator	Yes			
User Details Access	:Tables   Options   Pr	oduct Views ]				
User Details Access		oduct Views	Attributes Other Password			

- 4. Highlight Opera 3 / Opera II (if this is the one you require)
- 5. In user details tab ensure USER SECURITY is ticked on if using Profiles
- 6. Use the [...] button to open a list of available OPERA 3 / OPERA II users.
- 7. Click the one of your choice
- 8. Ensure "Access Tables" tabs has the tables ticked
- 9. Click Save.

#### Check data paths in Maintenance

Open Start button > XRL > Maintenance > Log in > client setup

Product	Data Source Name	Database	Version	Serduct Author	Date	<u>S</u> ave
Z 💭 XRL	C:\Program Files\XRL\		6.3.1-2	Lasata Softwar	2006-02-08	
📲 🚱 Sage Line 50			01.002	Pegasus Softw	2006-03-01	Cancel
🗹 🛑 CIS	C:\Program Files\XRL\		01.001	Pegasus Softw	2007-11-20	
🗌 🚱 Operations II			01.001	Pegasus Softw	2006-03-01	Help
🗹 🛑 Opera II	\\UKKEDAHARRIS01\		05.011	Pegasus Softw	2007-11-23	
						Languages
						<u>₩</u> izard
Connection Details	XRL		×			Iest Connection
Connection Details	<u>MRL</u>	e.mdb		abase		Iest Connection
Connection Details		e.mdb		abase rosoft Access		
Connection Details Product File Name	<u>MRL</u>	e.mdb	Mic			
Connection Details Product <b>File Name</b> System Database	<u>MRL</u>	e.mdb	Mic			

#### Points to check:

- XRL must have a tick next to it
   File name if installed locally using standard paths would be : C:\Program Files\XRL\LsDatabase.mdb
   Ensure *Database* is showing *Microsoft Access*.
   Click Test Connection to produce the green circle highlighting link is successful.
- Ensure Opera 3 / Opera II has a tick next to it. Click on the Opera 3 / Opera II line and check the *File Name* path. If XRL is installed locally to default paths this should read: C:\Documents and Settings\All Users\Application Data\Pegasus\Server VFP\System\SYSTEM.
   If Opera 3 / Opera II data is stored on a server you need to ensure this is the correct UNC path not a local path as per the example above.

Ensure Database is showing Microsoft Fox Pro

When test connection is clicked the button is green, showing that a successful link has been established.

Product	Data Source Name	Database	Version	Serduct Author	Date	<u>S</u> ave
2 XRL	C:\Program Files\XRL\		6.3.1-2	Lasata Softwar	2006-02-08	
😧 Sage Line 50			01.002	Pegasus Softw	2006-03-01	<u>C</u> ancel
2 🥮 CIS	C:\Program Files\XRL\		01.001	Pegasus Softw	2007-11-20	
Operations II			01.001	Pegasus Softw	2006-03-01	<u>H</u> elp
🖉 💭 Opera II	\\UKKEDAHARRIS01\		05.011	Pegasus Softw	2007-11-23	
						Languages
						Wizard
					>	
*						
- 2				inable		
Connection Details				nable		Iest Connection
Connection Details	Opera II		× •	inable		
Connection Details			*	nable		
Connection Details			8			Iest Connection
Connection Details			8	inable base		
Connection Details			Data			
Connection Details	Opera II		Data Mice	base		
Connection Details Product Alias System Database		FP Dynamic\System\Sy	Data Mice	base		
Connection Details	Opera II	<sup></sup> P Dynamic\System\Sy	Data Mice	base		

Correct set up for Opera 3 / Opera II as an example might be:

### Check SEQCO paths (same if OII is VFP or SQL)

SEQCO.DBF could be preventing you linking to XRL. Check paths/links here and update as required. This information is the same as that held in System > Company Profiles.

If you can access the companies in Opera 3 / Opera II and the Data paths for each are UNC and correct, your SEQCO should not require amending.

#### Check goapp.ini paths (the most common cause)

Most likely the error given is FILE DOES NOT EXIST in XRL is when creating a new report and the path given is:

C:\.....\system\system.dbc

- 1. Open Explorer
- 2. Locate the GOAPP.INI file in the root of the Server VFP
- 3. Open the file directly in Notepad

There are three paths that must be UNC paths. As an example the format should be:

\\servername\path\server vfp dynamic\datadict\

The three paths you will see are:

- a) Datadict Dir (data dictionary)
- b) FWSData Dir (framework support)
- c) System Dir

Examples of file contents taken directly from a standard install GOAPP.INI file, opened in Notepad:

[Settings] DataDict Dir=\\SERVERNAME\Server VFP Dynamic\DataDict\ FWSData Dir=\\ SERVERNAME\Server VFP Static\FrameworkSupport\Data\ System Dir=\\ SERVERNAME\Server VFP Dynamic\System\ PDF Images Dir=

```
If you use Pegasus Executive Dashboard path details may also be included in the GOAPP.ini file. These aren't used for XRL in any way so can be ignored.
```

#### **Re-register the GOAPP\*.\* files**

THIS FIX IS LESS COMMON IN SUPPORTED VERSION (1.4x.xx OR LATER)

Locate all these files (up to 6 in some cases, found in the Windows or WINNT folder of the local PC, with explorer. Examples to help you find the right folder are:

- GOAPPACT.DLL
- GOAPPACTR1.DLL
- GOAPPUSR.DLL
- GOAPPUSR1.DLL

Leaving this window open go to:

- Start > Run > type regsvr32.exe (do not click OK just yet) then drag in the first goapp\*.DLL file (.DLL) from explorer window into the run command. Click OK. This will confirm that the registration has been successful.
- Repeat for all GOAPP\*.\* files available.

#### If there is an additional OII system

Note this is additional system which can be selected at login and is NOT A MULTIPLE INSTALLATION of OII.

Check the second system in the XRL profile has been assigned to an Opera 3 / Opera II user and that the security option is checked. Each system must be attached to an Opera 3 / Opera II user.

#### UNC path length

Any UNC path should be no more than 32 characters

#### Using Mapped Drives

If mapped drives are used check that the server has the drives mapped to the same letter as the clients. Amend to UNC paths to ensure all PCs see the exact same path.

#### User Access in Opera 3 / Opera II

Check the user in Opera 3 / Opera II has access to the companies in User Profiles.

Often a new user will be set up and Opera closed. Even though the user is linked through XRL, they have no access to the company within OII so the security restrictions are also applied in XRL.

#### **User Profiles**

Start > XRL > Maintenance > at login screen click the ABOUT tab. If the "Application User Profiles" box is ticked remove this as XRL will be looking for these profiles that probably aren't set up.

## Re-registering GOAPP\*.\* files causes error and OPERA 3 / OPERA II now fails at LOGIN

#### "Microsoft Visual Fox Pro cannot start. Could not load resources."

You may also find you are not able to log in if the GOAPPS are re-registered, thus it stops Opera 3 / Opera II working.

- 1. To repair Opera 3 / Opera II: rename all GOAPP\*.\* files
- 2. Start > Control Panel > Add/remove programs > Pegasus Opera Client > CHANGE > repair > Restart Opera 3 / Opera II.

All should work again. This will confirm the setup of XRL is incorrect.

Recheck point 1 and ensure an Opera user is assigned. Often this step is missed during installation and the USER ID box is BLANK

Ensure Security is TICKED, and make sure that an Opera user is assigned.

If for example your created XRL user is linked to the GUEST profile, right click the user on the setup screen and select PROFILE >EDIT as per instructions in point 1.

The Code box at the top of the screen will read Guest

Highlight Opera 3 / Opera II line and often the USER ID box is blank or set to a company restricted user in Opera 3 / Opera II. Change this ADMIN for the purposes of testing and save.

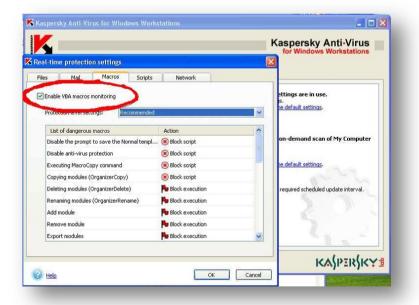
Finally, ensure when logging into XRL you use the correct profile i.e. GUEST.

Other confirmed fixes

- Rename and then replace GOAPP\*.\* with working ones from another PC to ensure paths held are correct
- Uninstall Opera 3 / Opera II client, clear down with registry cleaner and reinstall.

## XRL Add-in does not appear after logging in to Excel when using Kaspersky Anti Virus

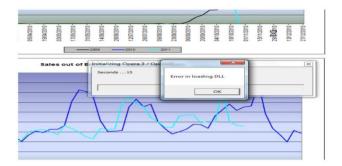
- 1. Open KAPERSKY Anti Virus Main Control Panel. (double click "K" icon from system tray)
- 2. Look for Real Time Update and click Amend settings.
- 3. Click tab for MACROS.
- 4. Untick the box "Enable VBA monitoring"



- 5. Having this enabled blocks the XRL add-in being included or any add ins or modules being successfully imported.
- 6. Once this is un-ticked, apply the changes, click OK and close the Control Panel.
- 7. Open Excel and the XRL Add in will now appear.

## Error Loading DLL

A number of issues can cause this problem. But the most common is installing XRL without necessary permissions meaning the DLL files cannot be properly registered or loaded.



Potential resolutions include Manually registering DLL files (Through REGSVR32 and the Run command, or through the CMD). A Repair installation of Opera Client may also help and install the correct required Library files (such as the GoApp dll files). Ensure on a split system (OII and O3) the Opera 3 Client will be required which contains the latest DLLs which will be backwards compatible.

## Missing Add-in issue with XRL 1.5 & Office 2007 & 2010

Add-in is missing from XRL. This is so far only been reported for Office 2007 & 2010 with XRL version 1.50, mainly with the Infor Q&A Addin not getting added in.

Further investigation shows that there may be a missing Microsoft Office component. You can download the small missing component from one of the links below depending on your Office version (2007 or 2010).

- <u>Microsoft Office 2010: Primary Interop Assemblies Redistributable</u>
- 2007 Microsoft Office System Update: Redistributable Primary Interop Assemblies

#### Versions

XRL versions and matching product versions at time of release.

The XRL CD has a lot of different version numbers associated with it. The following table lists the XRL versions and associated product version numbers that the DataLinks were designed for at the time of release. The easiest way to find out the XRL version is to check the XRL Install Guide or Readme document available from the Windows Start menu.

XRL Version	Vision Engine Version	LSEngine Version	Operall DataLi nk Versio n	Operall Version	Opera 3 Versio	Operations II DataLink Version	OperationsII Version	Sage Line 50 DataLink Version	Sage Line 50 Versions	CIS DataLink Version	CIS Versio n
1.00 (A)	6.2.4	???	05.002	???	NA	-	-	01.001	9,10,11	-	-
1.10 (A)	6.3.1-2	1.400.246	05.003	4.10.00	NA	01.001	3.04.00	01.002	9,10,11,12	-	-
1.20 (B)	6.3.1-2	1.400.246	05.010	5.00.00	NA	01.001	3.04.00 (C)	01.002	9,10,11,12 (C) (D)	-	-
1.30 (B)	6.3.1-2	1.400.246	05.011	5.50.00	NA	01.001	3.04.00 (C)	01.002	9,10,11,12 (C) (D)	01.001	2.03.50
1.40 (B)	v10.0.2 (E)	1.910.910	05.020	6.13.00	NA	01.001	3.04.00 (C)	01.002	9,10,11,12 (C) (D)	01.002	2.03.50 (C)
1.41 (B)	v10.0.2 (E)	1.910.910	05.023	6.70.00	NA	01.001	3.04.00 (C)	01.002	9,10,11,12 (C) (D)	01.003	2.04.00
1.42 (B)	v10.0.2 (E)	1.910.910	05.024	6.72.00	NA	01.001	3.04.00 (C)	01.002	9,10,11,12 (C) (D)	01.003	2.04.00
1.43 (B)	v10.0.2 (E)	1.910.910	05.025	6.72.00 (C)	NA	01.001	3.04.00 (C)	01.002	9,10,11,12 (C) (D)	01.004	3.00.00
1.43	1	1	05.025	1	-	1	1	1	1	01.004**	3.00.00 (D)
1.44	v10.0.4	1.1001.1014*	05.026	6.82	1.00	1	1	1	1	1	1
1.45	v10.0.5	1.992.996*	05.027	1	1	1	1	1	1	1	1
1.46	1	1	05.028	6.91	1.20	1	1	1	1	1	1
1.47	$\uparrow$	1	05.029	6.92	1.30	1.002	1	1	$\uparrow$	$\uparrow$	1
1.48	=	=	05.030	7.11	1.70	=	=	=	=	=	=
1.50	v10.1.4	10.1.1	05.031	7.20	1.80	=	=	=	=	=	=

(A) XRL 1.00 and 1.10 do not support Opera 3 / Opera II 5.00.00 and above. No new OII v4.X tables/fields will be included from now on.

(B) XRL 1.20 and above requires at least Opera 3 / Opera II 5.00.00 and above.

(C) No specific changes made to DataLink to include new tables/fields (if any).

(D) Sage Line 50 v.13 / 2007- no specific changes made to DataLink to include new tables/fields (if any). Untested, but might work with this version.

(E) XRL 1.42 and below do not fully support CIS 3.00 due to the significant restructuring of the CIS database.

(F) XRL 1.43 and above requires at least CIS 3.00 due to the significant restructuring of the CIS database.

~~~~ The zigzag line indicates a major compatibility break.

↑ Not changed since previous version(s)

These version numbers are the right way around.
 This may be misreported in the product as 01.003.

XRL 1.30 serialisations will not work with XRL 1.40

XRL1.44 is the first version to support Windows Vista and higher and Office 2007

XRL 1.45 is the first supporting Office 2010

1.44 - The XRL CD (which consists of the rebranded Vision suite and the various DataLinks) has a lot of different version numbers associated with it. The following table lists the XRL versions and associated product version numbers that the DataLinks were updated to match.

#### XRL versions and matching product versions at time of release.

The XRL CD has a lot of different version numbers associated with it. The following table lists the XRL versions and associated product version numbers that the DataLinks were designed for at the time of release. The easiest way to find out the XRL version is to check the XRL Install Guide or Readme document available from the Windows Start menu.

| XRL Version | Vision<br>Engine<br>Version | LSEngine<br>Version | Operall<br>DataLink<br>Version | Operall<br>Version | Opera 3<br>Versio | Operations<br>II DataLink<br>Version | OperationsII<br>Version | Sage Line<br>50<br>DataLink<br>Version | Sage Line<br>50<br>Versions | CIS<br>DataLink<br>Version | CIS<br>Versio<br>n |
|-------------|-----------------------------|---------------------|--------------------------------|--------------------|-------------------|--------------------------------------|-------------------------|--|-----------------------------|----------------------------|--------------------|
| 1.00 (A)    | 6.2.4                       | ???                 | 05.002                         | ???                | NA                | -                                    | -                       | 01.001                                 | 9,10,11                     | -                          | -                  |
| 1.10 (A)    | 6.3.1-2                     | 1.400.246           | 05.003                         | 4.10.00            | NA                | 01.001                               | 3.04.00                 | 01.002                                 | 9,10,11,12                  | -                          | -                  |
| 1.20 (B)    | 6.3.1-2                     | 1.400.246           | 05.010                         | 5.00.00            | NA                | 01.001                               | 3.04.00 (C)             | 01.002                                 | 9,10,11,12<br>(C) (D)       | -                          | -                  |
| 1.30 (B)    | 6.3.1-2                     | 1.400.246           | 05.011                         | 5.50.00            | NA                | 01.001                               | 3.04.00 (C)             | 01.002                                 | 9,10,11,12<br>(C) (D)       | 01.001                     | 2.03.50            |
| 1.40 (B)    | v10.0.2 (E)                 | 1.910.910           | 05.020                         | 6.13.00            | NA                | 01.001                               | 3.04.00 (C)             | 01.002                                 | 9,10,11,12<br>(C) (D)       | 01.002                     | 2.03.50<br>(C)     |
| 1.41 (B)    | v10.0.2 (E)                 | 1.910.910           | 05.023                         | 6.70.00            | NA                | 01.001                               | 3.04.00 (C)             | 01.002                                 | 9,10,11,12<br>(C) (D)       | 01.003                     | 2.04.00            |
| 1.42 (B)    | v10.0.2 (E)                 | 1.910.910           | 05.024                         | 6.72.00            | NA                | 01.001                               | 3.04.00 (C)             | 01.002                                 | 9,10,11,12<br>(C) (D)       | 01.003                     | 2.04.00            |
| 1.43 (B)    | v10.0.2 (E)                 | 1.910.910           | 05.025                         | 6.72.00 (C)        | NA                | 01.001                               | 3.04.00 (C)             | 01.002                                 | 9,10,11,12<br>(C) (D)       | 01.004                     | 3.00.00            |
| 1.43        | 1                           | 1                   | 05.025                         | 1                  | -                 | 1                                    | $\uparrow$              | 1                                      | 1                           | 01.004**                   | 3.00.00<br>(D)     |
| 1.44        | v10.0.4                     | 1.1001.101<br>4*    | 05.026                         | 6.82               | 1.00              | 1                                    | 1                       | 1                                      | 1                           | 1                          | 1                  |
| 1.45        | v10.0.5                     | 1.992.996*          | 05.027                         | 1                  | 1                 | 1                                    | 1                       | 1                                      | 1                           | 1                          | 1                  |
| 1.46        | 1                           | $\uparrow$          | 05.028                         | 6.91               | 1.20              | $\uparrow$                           | 1                       | 1                                      | $\uparrow$                  | 1                          | 1                  |
| 1.47        | $\uparrow$                  | $\uparrow$          | 05.029                         | 6.92               | 1.30              | 1.002                                | $\uparrow$              | 1                                      | $\uparrow$                  | 1                          | $\uparrow$         |
| 1.48        | =                           | =                   | 05.030                         | 7.11               | 1.70              | =                                    | =                       | =                                      | =                           | =                          | =                  |
| 1.50        | v10.1.4                     | 10.1.1              | 05.031                         | 7.20               | 1.80              | =                                    | =                       | =                                      | =                           | =                          | =                  |
| 1.51        | =                           | =                   | 05.033                         | 7.30               | 2.10              | =                                    | =                       | =                                      | =                           | =                          | =                  |
| 1.60        | v10.1.5(G)                  | =                   | 05.034                         |                    | 2.12              | =                                    | =                       | REMOVED                                | REMOVED                     | =                          | =                  |
| 1.61        | v10.1.5(G)                  | =                   | 05.035                         | 7.33               | 2.13              | =                                    | =                       | =                                      | =                           | =                          | =                  |

(A) XRL 1.00 and 1.10 do not support Opera 3 / Opera II 5.00.00 and above. No new OII v4.X tables/fields will be included from now on.

(B) XRL 1.20 and above requires at least Opera 3 / Opera II 5.00.00 and above.

(C) No specific changes made to DataLink to include new tables/fields (if any).

(D) Sage Line 50 v.13 / 2007- no specific changes made to DataLink to include new tables/fields (if any). Untested, but might work with this version.

(E) XRL 1.42 and below do not fully support CIS 3.00 due to the significant restructuring of the CIS database.

(F) XRL 1.43 and above requires at least CIS 3.00 due to the significant restructuring of the CIS database.

(G) From this point onwards the unbranded Infor PM Q&A engine is used.

~~~~ The zigzag line indicates a major compatibility break.

Not changed since previous version(s)
 \* These version numbers are the right were

\* These version numbers are the right way around.

\*\* This may be misreported in the product as 01.003.

XRL 1.30 serialisations will not work with XRL 1.40

XRL1.44 is the first version to support Windows Vista and higher and Office 2007

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1.44 - The XRL CD (which consists of the rebranded Vision suite and the various DataLinks) has a lot of different version numbers associated with it. The following table lists the XRL versions and associated product version numbers that the DataLinks were updated to match

## **Terminology changes**

In version 1.40.00 and above please note that;

- What used to be Serducts (the parts of XRL that define how to link to the databases) are now called DataLinks.
- What used to be Data Links (the function that retrieves values from a single record in the database) are now called Reference Links.

## XRL Versions – Part 2 – Windows and Office Versions

| XRL Version | Vision Engine<br>Version | LSEngine<br>Version | Windows Supported                                                                  | 64bit Windows?             | Office Supported                            |
|-------------|--------------------------|---------------------|------------------------------------------------------------------------------------|----------------------------|---------------------------------------------|
| 1.00        | 6.2.4                    | ???                 | XP<br>2003 Server                                                                  | -                          | 2003                                        |
| 1.10        | 6.3.1-2                  | 1.400.246           | $\wedge$                                                                           | -                          | $\uparrow$                                  |
| 1.20        | $\uparrow$               | $\uparrow$          | $\wedge$                                                                           | -                          | $\uparrow$                                  |
| 1.30        | $\uparrow$               | $\uparrow$          | $\uparrow$                                                                         | -                          | $\uparrow$                                  |
| 1.40        | v10.0.2 (E)              | 1.910.910           | XP, Vista<br>2003 Server, 2008 Server                                              | -                          | 2003, 2007                                  |
| 1.41        | $\uparrow$               | $\uparrow$          | $\uparrow$                                                                         | -                          | $\uparrow$                                  |
| 1.42        | $\uparrow$               | $\uparrow$          | $\wedge$                                                                           | -                          | $\uparrow$                                  |
| 1.43        | $\uparrow$               | $\uparrow$          | $\uparrow$                                                                         | -                          | $\uparrow$                                  |
| 1.44        | v10.0.4                  | 1.1001.1014*        | XP, Vista, Windows 7<br>2003 Server, 2008 Server                                   | Yes, for Vista or<br>later | <b>^</b>                                    |
| 1.45        | v10.0.5                  | 1.992.996*          | $\uparrow$                                                                         | Yes, for Vista or<br>later | 2003, 2007, 2010 (32<br>bit)                |
| 1.46        | $\uparrow$               | $\uparrow$          | $\uparrow$                                                                         | $\uparrow$                 | $\uparrow$                                  |
| 1.47        | $\wedge$                 | $\uparrow$          | $\wedge$                                                                           | $\uparrow$                 | $\uparrow$                                  |
| 1.48        | =                        | =                   | =                                                                                  | =                          | =                                           |
| 1.50        | v10.1.4                  | 10.1.1              | XP, Vista, Windows 7,<br>Windows 8,<br>2003 Server, 2008<br>Server                 | =                          | 2003, 2007, 2010 (32<br>bit)                |
| 1.51        | =                        | =                   | XP, Vista, Windows 7,<br>Windows 8,<br>2003 Server, 2008<br>Server, 2012 Server R2 | =                          | =                                           |
| 1.60        | v10.1.5                  | =                   | =                                                                                  | =                          | 2003, 2007, 2010 (32<br>bit), 2013 (32 bit) |
| 1.61        | =                        | =                   | =                                                                                  | =                          | =                                           |

\* These version numbers are the right way around.

## How to install XRL onto Server 2012

Reasoning: Server 2012 only comes with .net v4 pre-working, no other versions.

Issue: The XRL installation will prompt the user to close the installation very early on as it looks for .net v3.5, doesn't find it and then can't install it as per new safeguards put in by Microsoft for this server release (that previously worked on other servers) .net v3.5 has to be switched on manually but this is not done via an installation.

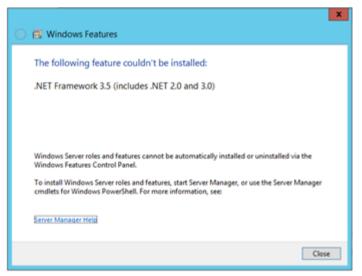
.NET is now considered a "feature" in Server 2012 and as such needs to be switched on.

The instructions below show you how to do this, where to go, what to put in the wizard all accompanied by a screenshot at each stage.

There are additional notes at the bottom of which a user should be aware when progressing with the XRL installation and at the very end of the document is a screenshot of XRL working on a server 2012 with several simple examples of data links into Opera 3.

#### **Detailed instructions**

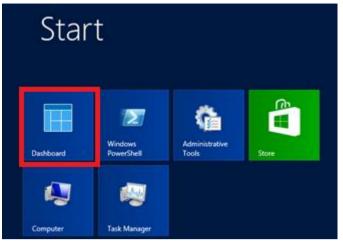
If the installer is run for XRL on 2012 server you will see the following message. When the user clicks 'Close' the installer will not complete.

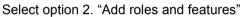


Server 2012 only comes with .net v4 pre-installed. The installer for XRL is not able to install a 'feature' in this way on a 2012 server.

#### To resolve:

Open the server's Dashboard (can be found via the Start tile menu)





| Server M                                                                                                | anager • Dashboard • 🕥                                                                                                                                                                                            |
|---------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Dashboard     Local Server                                                                              | WELCOME TO SERVER MANAGER                                                                                                                                                                                         |
| All Servers     All Servers     AD CS     AD DS     DNS     File and Storage Services ▷     IIS     NAP | QUICK START       1       Configure this local server         QUICK START       2       Add roles and features         3       Add other servers to manage         WHAT'S NEW       4       Create a server group |
| Ø Remote Desktop Services ▷                                                                             | LEARN MORE                                                                                                                                                                                                        |

Accept the default of 'role based or feature based installation' Click Next

| elect installation                    | on type                                                                                                                                             | DEVTEST73.PE               | ATION SERVER  |
|---------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------|---------------|
| Before You Begin                      | Select the installation type. You can install roles and features on a<br>machine, or on an offline with all hard disk (MirD)                        | running physical compu     | ter or virtua |
| Installation Type<br>Server Selection | Role-based or feature-based installation     Configure a single server by adding roles, role services, and fea                                      | tures.                     |               |
|                                       | Remote Desktop Services Installation<br>Install required role services for Virtual Desktop Infrastructure (<br>or session-based desktop deployment. | VD() to create a virtual m | achine-basi   |
|                                       |                                                                                                                                                     |                            |               |

Select server from list (if only one server available this will be selected by default) Click Next

| elect destinati                       | ON SETVER DEVTEXTS PEODEVSES DE                                                                                                                                                                                             |
|---------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Before You Begin                      | Select a server or a virtual hard disk on which to install roles and features.                                                                                                                                              |
| Installation Type<br>Server Selection | Select a server from the server pool     Select a virtual hard disk                                                                                                                                                         |
| Server Roles                          | Server Pool                                                                                                                                                                                                                 |
| Features<br>Communication             | Filter:                                                                                                                                                                                                                     |
|                                       | Name IP Address Operating System                                                                                                                                                                                            |
|                                       | DEVTEST73.PEGDEV58S.L. 10.4.104.73 Microsoft Windows Server 2012 Essentials                                                                                                                                                 |
|                                       | 1 Computer(s) found<br>This page shows servers that are running Windows Server 2012, and that have been added by using th<br>Add Servers command in Server Manager. Offline servers and newly-added servers from which data |
|                                       | collection is still incomplete are not shown.                                                                                                                                                                               |

Do not change anything on the Server Roles screen, simply click 'Next'

| elect server ro                                                         | les                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | DESTINATION SERVE<br>DEVTEST73 PEGDEV585.loc                                                                                                                                                                          |
|-------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Before You Begin<br>Installation Type                                   | Select one or more roles to install on the selected server.<br>Roles                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Description                                                                                                                                                                                                           |
| Server Selection<br>Server Roles<br>Reatures<br>Confirmation<br>Results | Image: Control | Active Directory Certificate Services<br>(AD CS) is used to create<br>certification authorities and related<br>role services that allow you to issue<br>and manage certificates used in a<br>variety of applications. |

© Pegasus Training Services

Check the option for '.Net Framework 3.5 Features' NOTE: This will automatically tick the top box only. No other changes need to be applied. Click 'Next'

| E.                                                                                           | Add Roles and Features Wizard                                                                                                                                                                                   | - 0 X                                                                                                                                                    |
|----------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------|
| Select features<br>Before You Begin                                                          |                                                                                                                                                                                                                 | DESTINATION SERVER<br>ST73.PEGDEVS8S.local                                                                                                               |
| Installation Type<br>Server Selection<br>Server Roles<br>Features<br>Confirmation<br>Results | BitLocker Drive Encryption     the ability to mode business processed       BitLocker Network Unlock     BranchCache                                                                                            | Framework 2.0<br>chnologies for<br>ons that offer<br>terfaces, protect<br>personal identity<br>ole seamless and<br>ration, and provide<br>del a range of |
|                                                                                              | Client for NFS<br>Data Center Bridging<br>Enhanced Storage<br>Group Policy Management (Installed)<br>Ink and Handwriting Services (Installed)<br>< <u>IIII</u> ><br>< <u>Previous</u> <u>Next</u> > [Installed] | Cancel                                                                                                                                                   |

Complete the wizard by clicking 'Install'. Click Close on completion.

| ñ.                   | Add Roles and Features Wizard                                                                                                         | _ <b>D</b> X                                    |
|----------------------|---------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------|
| Installation progres | s                                                                                                                                     | DESTINATION SERVER<br>DEVTEST73.PEGDEV585.local |
|                      | View installation progress                                                                                                            |                                                 |
|                      | Feature installation                                                                                                                  |                                                 |
|                      |                                                                                                                                       |                                                 |
|                      | Installation started on DEVTEST73.PEGDEVSBS.local                                                                                     |                                                 |
|                      | .NET Framework 3.5 Features<br>.NET Framework 3.5 (includes .NET 2.0 and 3.0)                                                         |                                                 |
| Results              |                                                                                                                                       |                                                 |
|                      |                                                                                                                                       |                                                 |
|                      |                                                                                                                                       |                                                 |
|                      |                                                                                                                                       |                                                 |
|                      |                                                                                                                                       |                                                 |
|                      |                                                                                                                                       |                                                 |
|                      |                                                                                                                                       |                                                 |
|                      | You can close this wizard without interrupting running tasks. Vir<br>page again by clicking Notifications in the command bar, and the |                                                 |
|                      | Export configuration settings                                                                                                         |                                                 |
|                      |                                                                                                                                       |                                                 |
|                      | < Previous Next >                                                                                                                     | Close Cancel                                    |

You can now re-launch the XRL installation (please see additional notes below)

#### When Installing XRL

### Note 1:

As part of the XRL installer pre-requisites you will still be prompted by the XRL wizard to install the pre-requisite for .NET 3.5. This is OK. Click Next to this prompt.

#### Note 2:

The wizard will continue to prepare after accepting the .net install but may disappear for a short time from view. Please be patient. The installer is still running and in a few moments will then show the first screen of the XRL Installation.

You are now ready to continue the installation of XRL using the Installation Guide

XRL running on 2012 Essentials Server linked with O3 VFP

|    | 🚽 🤊 • (*         | · * [ <del>-</del>             | Book1 -                | Microsoft Excel                         |                                       |                      |
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|    | B6               |                                |                        |                                         |                                       |                      |
|    | Α                | В                              | С                      | D                                       | E                                     | F                    |
| 1  | Server 201       | 2 Essentials / Office 2010 Pro |                        |                                         |                                       |                      |
| 2  | XRL 1.50.00      | ) / O3 VFP 1.81.10             |                        |                                         |                                       |                      |
| 3  |                  |                                |                        |                                         |                                       |                      |
| 4  | Reference        | Link (stock):                  | Summary Link (sales):  |                                         |                                       |                      |
| 5  | CMAT044          |                                | 204                    | 490458.79                               |                                       |                      |
| 6  |                  |                                | ]                      |                                         |                                       |                      |
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| 9  |                  |                                |                        |                                         |                                       |                      |
| 10 | Account          | Name                           | Address Line 1         | Address Line 2                          | Post Code                             | Contact              |
| 11 | CAR0001          | Carters Limited                | Remmington Way         | West Gorton                             | M13 6TR                               | Peter Newnes         |
| 12 | CLE0001          | Clean Ail Insurance Limited    | 25 Wellingborough Road | Kettering                               | NN15 7UI                              | Glen Race            |
| 13 | COR0001          | David Corne Company            | 380 La Gare            | Bouttier                                |                                       | David Sear           |
| 14 | CUL0001          | Cullen's Stationery            | 34, Westgate,          | Northampton                             | NN1 6TE                               | Joyce Rainer         |
| 15 | DUN0001          | Dundrum Supplies Ltd           | 45b Acorn Road         | Dún Laoghaire-Rathdown                  |                                       | Geraldine Malone     |
| 16 | EHL0001          | Elton Hotels Ltd               | Fore Street            | Elton                                   | PE8 6RB                               | Helen Howard         |
| 17 | EME0001          | East Midlands Electricity plc  | PO Box 7               | North PDO                               | NG5 7LZ                               | George Gently        |
| 18 | EVE0001          | Evening Post and Echo Ltd.,    | Media House,           | Mill Road,                              | NN4 7KT                               | Barry Towner         |

# Windows 2000

#### Installer error

The new installer may cause a few problems when installing on a Windows 2000 machine. Some trouble-shooting tips are included below;

XRL Installation fails to create the Start Menu folder for XRL

This means the installation is incomplete and could have resulted with the following error message towards the end of the installation process:

Error 1720 – There is a problem with this Windows Installer Package. A script required for this install to complete could not be run. Contact your support personnel or package vendor.

If this message appears, the incomplete installation should be removed (using Add/Remove Programs from Control Panel), then the following steps must be done before reinstalling XRL:

- 1. Right-click the Start button
- 2. Choose Explore All Users
- 3. Go into the Programs Folder
- 4. Create a XRL folder

These steps will create the following required folder: C:\Documents and Settings\All Users\Start Menu\Programs\XRL XRL can now be installed.

#### Several database errors may be displayed at end of installation.

The more common error is:

Sorry, the program must abort as the client settings database was not located. C:\Program Files\XRL\Settings\LsAgEg10.mdb

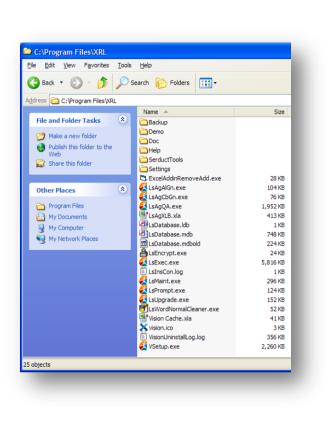
This error is inaccurate and may be ignored. XRL should still work correctly.

#### Old database driver issues

If there is a problem regarding the driver, then please refer back to the Updating Driver instructions as part of the Vista Installation above.

# Appendix E - What is installed

Pegasus XRL default installation directory is C:\Program Files\XRL directory the following is installed.



| C:\Program Files\XRL         | 1.44+                    |                 |
|------------------------------|--------------------------|-----------------|
| ile Edit View Favorites      | Tools Help               |                 |
| 🌏 Back 🝷 🕥 🕤 🏂               | 🔎 Search 🝺 Folders 💷 -   |                 |
| ldress 🛅 C:\Program Files\XI | રા                       |                 |
|                              | Name 🔺                   | Size            |
| File and Folder Tasks        | Admin                    |                 |
| 🤭 Make a new folder          | Console                  |                 |
| Publish this folder to the   | Demo                     |                 |
| Web                          | Doc                      |                 |
| 😂 Share this folder          |                          |                 |
|                              | SerductTools             | 28 KB           |
|                              |                          | 20 KB<br>108 KB |
| Other Places                 | LsAgAlGn.exe             | 80 KB           |
| 🛅 Program Files              |                          | 1,992 KB        |
| A My Documents               | LsAgXLB.xla              | 495 KB          |
| My Computer                  | LsEncrypt.exe            | 28 KB           |
|                              | LsExec.exe               | 6,092 KB        |
| 🧐 My Network Places          | LsMaint.exe              | 308 KB          |
|                              | LsProductConversion.exe  | 572 KB          |
| Details                      | Switch.exe               | 32 KB           |
| becom                        | LsUpgrade.exe            | 160 KB          |
|                              | ClsWordNormalCleaner.exe | 52 KB           |
|                              | tx12.dll                 | 648 KB          |
|                              | t×12_bmp.flt             | 48 KB           |
|                              | St×12_css.dll            | 252 KB          |
|                              | tx12_doc.dll             | 468 KB<br>48 KB |
|                              | tx12_gir.nc              | 40 KB<br>220 KB |
|                              | tx12_ic.dll              | 104 KB          |
|                              | tx12_ic.ini              | 104 KB<br>1 KB  |
|                              | tx12_jpg.flt             | 168 KB          |
|                              | stx12_pdf.dll            | 504 KB          |
|                              | tx12_png.flt             | 212 KB          |
|                              | jtx12_rtf.dll            | 352 KB          |
|                              | t×12_tif.flt             | 60 KB           |
|                              | 🔊 tx12_tls.dll           | 124 KB          |
|                              | tx12_wmf.flt             | 33 KB           |
|                              | ≥tx12_wnd.dll            | 52 KB           |
|                              | ≥t×12_xml.dll            | 296 KB          |
|                              | TXTextControl.dll        | 268 KB          |
|                              | Vision.ico               | 3 KB            |
|                              | USetup.exe               | 2,348 KB        |

# **Directories**

Backup, Demo, Doc and DataLink Tools (Pre 1.44) Empty directories.

Help

Help directory contains all the chm files to enable help to be displayed within Pegasus XRL.

#### Settings

Settings contain the LsAlchemy directory that contains the DataLink files. It contains the Pegasus write back library files and graphics for Pegasus Software Ltd as well as the XRL graphic files and the data dictionaries.

The Pegasus Opera 3 / Opera II Enterprise DataLinks are contained in the folder;

C:\Program Files\XRL\Settings\LsAlchemy\Pegasus (for a pre 1.44 installation)

C:\Program Files\Infor PM QA\Settings (for XP and Post 1.44)

C:\ProgramData\Lasata\Settings\ (Post 1.44 and all other OS for example Vista, Windows 2008 and Windows 7)

| File Edit View Favorites Tools Help                     |                |          |
|---------------------------------------------------------|----------------|----------|
| 🚱 Back 🔻 📀 🕤 🏂 🔎 Search 🞼 Folders 🛄 -                   |                |          |
| Address 🛅 C:\Program Files\Infor PM QA\Settings         |                |          |
| olders                                                  | × Name 🔺       | Size     |
| 🖃 🧰 Infor PM QA                                         | 📉 🗀 Cache      |          |
| 🖃 🧰 Settings                                            | LsAlchemy      |          |
| Cache                                                   | 🗀 LsAtom       |          |
| 🗉 🫅 LsAlchemy                                           | LsAgEg10.ldb   | 1 KE     |
| EsAtom                                                  | 🕘 LsAgEg10.mdb | 9,724 KE |
| _                                                       | LsDatabase.ldb | 1 KE     |
| 🖆 🥅 InstallShield Installation Information              | LsDatabase.mdb | 216 KE   |
| 🗉 🧰 InstallShield Installation Information<br>🗉 🧰 Intel |                |          |

The following files are contained beneath the XRL directory.

LsMaint.exe – Maintenance exe file VSetup.exe – Setup exe file LsEngine.ini – ini file containing setup directory whereabouts Lsdatabase.mdb – Pegasus XRL database with Users And Profile details LsAgXLB.xla – Microsoft Excel Add-inn Pegasus XRL LsAgXLCV.exe – File conversion tool (See File Conversion) LSExec.exe – Drill down tool

Other files are not required for this version of Pegasus XRL.

**Remember** : If this is a server client installation then this directory should be shared to enable the LSDATABASE.MDB to be written to).

This directory must have security rights (READ AND WRITE) for the users who will be using XRL.

# Appendix F – Implementation Notes

# Prerequisites Delegates

It is assumed users are familiar with Opera 3 / Opera II Enterprise data structures and Microsoft Excel.

# Software

# **Operating System**

- Windows XP Professional or higher
- Windows 2003 Server or higher

# **DataLink Programs**

- One or more of the following software programs:
- Opera 3 / Opera II Enterprise Client Version (v4 stream)
- Opera 3 / Opera II Small Business
- Opera 3 / Opera II Enterprise SQL
- Operations II Client Version 3.02.50 or above

# **Software Programs**

One of the following:

• Microsoft Excel XP, 2003, 2007 or 2010 (XRL v1.45 onwards) or 2013 (XRL v1.60 onwards)

# Other Software:

All of the following:

- Internet Explorer 5.5 or above
- Java 1.4.1 or above
- MDAC 2.8 or above
- MS Jet 4 SP 6 or above

# Installation differences for Pegasus XRL V1.2+

# **Operating Systems**

The following operating systems are required for Pegasus XRL 1.20:

Windows XP – Professional SP2 or higher Windows 2003 – SP1 or higher

### Pegasus XRL 1.20 requires the following software to be present:

Opera II Enterprise Client Version 5.00.00 or higher Microsoft Excel XP, 2003 MDAC 2.81 or higher MSJET 4 SP8 or higher Internet Explorer 5.5 or higher

# Installation differences for Pegasus XRL V1.44+

### Pegasus XRL 1.44 requires the following software to be present:

Opera II Enterprise Client Version 5.00.00 or higher Opera 3 v1 or higher Microsoft Excel XP, 2003, 2007 or 2010 (XRL v1.45 onwards)

# **Installation Notes**

It is most important that the correct Operating System with the relevant service packs have been installed prior to the installation of Pegasus XRL 1.001.

The product will not work without the correct version of MDAC.

MDAC 2.8 is now available on the CD. Before installing this, it is recommended that this is checked that the correct version is installed.

# MDAC

### **MDAC Default Installations**

| MDAC Version | Windows Version                    |
|--------------|------------------------------------|
| MDAC 2.8 SP1 | Windows XP SP2 and higher          |
| MDAC 2.8     | Windows XP                         |
| MDAC 2.8 SP1 | Windows Server 2003 SP1 and higher |
| MDAC 2.8     | Windows Server 2003                |
| MDAC 2.5 SP3 | Windows 2000 SP3                   |
| MDAC 2.5     | Windows 2000                       |
| MDAC 2.1     | Windows NT                         |
| NON          | Windows 98                         |

### Manual Check for MDAC

To check the version of MDAC, there is a key held in the registry which holds the version of MDAC.

|        | ab (Default)     | REG_SZ           | (value not set)         |      |
|--------|------------------|------------------|-------------------------|------|
|        | PID BOAT 1       |                  |                         |      |
|        | Full21Instal     | REG DWORD        | 0xffffffff (4294967295) |      |
|        | ab FulInstallVer | REG_SZ           | 2.81.1117.0             |      |
|        | ab IE5 Version   | REG SZ           | 0.0.0.0                 |      |
|        |                  | REG SZ           | 2.71.9040.2             |      |
|        |                  |                  | 2.81.1117.0             |      |
|        |                  |                  | 2.0.0                   |      |
| ager — | ~                |                  |                         |      |
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|        | ager             | ager 📕 🔊 Version | ager                    | ager |

HKEY\_Local\_Machine\Software\Microsoft\DataAccess The key is the FullInstalVer – the number held against this should be the MDAC version.

#### **Using Version Checker**

Microsoft has a version checker available.

http://www.microsoft.com/downloads/details.aspx?FamilyId=8F0A8DF6-4A21-4B43-BF53-14332EF092C9&displaylang=en

When installed it allows users to check which version of MDAC is installed. This installs to a directory of preference. By clicking on the cc.exe program the following dialogue appears.

| onen | t Checker - Choose Analysis Type                                                 |              |
|------|----------------------------------------------------------------------------------|--------------|
|      | Perform analysis of your machine and automatically determine the elease version. | OK<br>Cancel |
|      | Perform analysis against a selected version. MDAC 2.1 SP2                        |              |
| 0 9  | ican your machine. Do not perform analysis.                                      |              |

By selecting the first option and selecting OK the following dialogue box appears displaying the version of MDAC, Windows Operating System and Version.



**Note:** This version of Component Checker may not detect Windows 2003 sp1 installation of MDAC.

# The LsAgEg10.mdb file

The LsAgEg10.mdb file is accessed using MDAC and MSJET. If any of the dll files for these two products become unstable or corrupt then the lsageg10.mdb will not open correctly causing connection errors within XRL.

If Pegasus XRL is not installed using Administrator rights then lsagen10.mdb may not have the correct permissions normally associated with it.

Ensure that the correct version of MDAC is installed

Check the registry settings for MDAC or use Microsoft's component checker.

#### Check the connections

Use a connection tool to establish whether or not a connection can be made to lsageg10.mdb. Ensure that the correct version of MSJET is installed. Check that MSjet dll files are the most up to date and have not been overwritten. For the latest version of, as of July 2005, Msjet40.dll should be present in c:\Windows\System32 or c:\Windows\System folders.

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| E D system32                                   | _                 | 🔊 msjet35.dll      | 1,027 KB        | Application Extension |     |
|                                                |                   | 🔊 msjet40.dll      | 1,473 KB        | Application Extension |     |
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|                      |            |             | Create Shortcut     |               |          |                       |      |
|                      |            |             | Delete              |               |          |                       |      |
|                      |            |             | Rename              |               |          |                       |      |
|                      |            |             | Properties          |               |          |                       |      |
|                      |            |             |                     |               |          |                       |      |

Select the Version tab.

Select the File Version item name and check the value against the table below.

| msjet40.dll Properties                                                                                        | ? ×  |  |  |  |  |  |
|---------------------------------------------------------------------------------------------------------------|------|--|--|--|--|--|
| General Version Security Summary                                                                              |      |  |  |  |  |  |
| File version: 4.0.8618.0                                                                                      |      |  |  |  |  |  |
| Description: Microsoft Jet Engine Library                                                                     |      |  |  |  |  |  |
| Copyright: Copyright (C) Microsoft Corp. 1993-1999                                                            |      |  |  |  |  |  |
| Other version information                                                                                     | — II |  |  |  |  |  |
| Item name: Value:                                                                                             |      |  |  |  |  |  |
| Company<br>File Version<br>Internal Name<br>Language<br>Original File name<br>Product Name<br>Product Version | ×    |  |  |  |  |  |
| OK Cancel Apply                                                                                               |      |  |  |  |  |  |

The versions of MSJet and its service packs:

| Msjet40.dll version      | Jet 4.0 release level                                      |
|--------------------------|------------------------------------------------------------|
| 4.0.2927.4               | Service Pack 3 (SP3)                                       |
| 4.0.3714.7               | Service Pack 4 (SP4)                                       |
| 4.0.4431.1 or 4.0.4431.3 | Service Pack 5 (SP5)                                       |
| 4.0.6218.0               | Service Pack 6 (SP6)                                       |
| 4.0.6807.0               | Service Pack 6 (SP6) shipped only with Windows Server 2003 |
| 4.0.7328.0               | Service Pack 7 (SP7)                                       |
| 4.0.8015.0               | Service Pack 8 (SP8)                                       |
| 4.0.8618.0               | Security Bulletin MS04-014                                 |

**NOTE:** If there is version of Msjet40.dll that is listed above, then there may be hotfix installed. If this is the case, go back to the next earlier version number to determine the release level.

### Ensure a connection can be made to Isageg10.mdb

Obtain a copy of QTADO or a similar ADO connection tool. The tool will check a connection to any database using an OLE DB provider.

Open QTADO by double clicking the qtado.exe file. The product will open a dialog box as below: Select the Reference Link Microsoft Jet 4.0 OLE DB provider to use to connect to lsageg10.

| Data                            | Link Properties                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | 2 |
|---------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---|
| Provid                          | er Connection Advanced All                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |   |
| Selec                           | ct the data you want to connect to:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |   |
| 0                               | DLE DB Provider(s)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |   |
| M                               | lediaCatalogDB OLE DB Provider<br>lediaCatalogMergedDB OLE DB Provider<br>lediaCatalogWebDB OLE DB Provider                                                                                                                                                                                                                                                                                                                                                                                                                     |   |
| M                               | licrosoft ISAM 1.1 OLE DB Provider                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |   |
|                                 | icrosoft Jet 3.51 OLE DB Provider<br>icrosoft Jet 4.0 OLE DB Provider                                                                                                                                                                                                                                                                                                                                                                                                                                                           |   |
| M<br>M<br>M<br>M<br>M<br>M<br>M | icrosoft OLE DB Provider For Data Mining Services<br>icrosoft OLE DB Provider for DTS Packages<br>icrosoft OLE DB Provider for Indexing Service<br>icrosoft OLE DB Provider for Internet Publishing<br>icrosoft OLE DB Provider for ODBC Drivers<br>icrosoft OLE DB Provider for OLAP Services<br>icrosoft OLE DB Provider for Olap Services 8.0<br>icrosoft OLE DB Provider for Oracle<br>icrosoft OLE DB Provider for Outlook Search<br>icrosoft OLE DB Provider for SQL Server<br>icrosoft OLE DB Provider for Visual FoxPro |   |
|                                 | <u>N</u> ext >>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |   |
|                                 | OK Cancel Help                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |   |

Select the advanced tab.

Check the Read, ReadWrite, Share Deny None and Write boxes.

| rovider Connection Advanced All     Network settings   Impersonation level:   Protection level:     Protection level:     Other   Connect timeout:   Access permissions:   Pread   Share Deny None   Share Deny Read   Share Deny Read   Share Deny Write   Share Deny Write   Share Exclusive | Impersonation level:                                                                                                                  | Data Link F        | roperties     |                                                 |           | 2        |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------|--------------------|---------------|-------------------------------------------------|-----------|----------|
| Impersonation level:                                                                                                                                                                                                                                                                           | Impersonation level:                                                                                                                  | rovider Cor        | nection Advar | iced All                                        |           |          |
| Protection level:                                                                                                                                                                                                                                                                              | Protection level:                                                                                                                     | - Network se       | ttings        |                                                 |           |          |
| Other<br>Connect timeout: seconds.<br>Access permissions: Read<br>ReadWrite<br>Share Deny None<br>Share Deny Read<br>Share Deny Write                                                                                                                                                          | Other<br>Connect timeout: seconds.<br>Access permissions: Read<br>ReadWrite<br>Share Deny None<br>Share Deny Read<br>Share Deny Write | [mpersona          | ion level:    |                                                 |           | 7        |
| Connect timeout: seconds.  Access permissions: Read ReadWrite Share Deny None Share Deny Read Share Deny Write                                                                                                                                                                                 | Connect timeout: seconds.  Access permissions: Read ReadWrite Share Deny None Share Deny Read Share Deny Write                        | Protection         | level:        |                                                 |           | ~        |
| Access permissions:                                                                                                                                                                                                                                                                            | Access permissions:                                                                                                                   | Other              |               |                                                 |           |          |
| ReadWrite     Share Deny None     Share Deny Read     Share Deny Read     Share Deny Write                                                                                                                                                                                                     | ReadWrite     Share Deny None     Share Deny Read     Share Deny Read     Share Deny Write                                            | Connect <u>t</u> i | neout:        | sec                                             | onds.     |          |
|                                                                                                                                                                                                                                                                                                |                                                                                                                                       |                    |               | ihare Deny No<br>ihare Deny Re<br>ihare Deny Wr | ad<br>ite | <b>•</b> |
|                                                                                                                                                                                                                                                                                                |                                                                                                                                       |                    |               |                                                 |           |          |
|                                                                                                                                                                                                                                                                                                |                                                                                                                                       |                    |               |                                                 |           |          |

Select the Connection tab.

Enter the path to the file lsageg10.mdb - this should be

| 🖺 Data Link Properties 🛛 🗙                       |
|--------------------------------------------------|
| Provider Connection Advanced All                 |
| Specify the following to connect to Access data: |
| 1. Select or enter a <u>d</u> atabase name:      |
| C:\Program Files\XRL\Settings\LsAgEg10.mdb       |
| 2. Enter information to log on to the database:  |
| User <u>n</u> ame: Admin                         |
| Password:                                        |
| Blank password 🔲 Allow saving password           |
|                                                  |
|                                                  |
|                                                  |
|                                                  |
|                                                  |
|                                                  |
|                                                  |
| Test Connection                                  |
|                                                  |
| OK Cancel Help                                   |
|                                                  |

c:\Program Files\XRL\Settings\IsAgeg10.mdb Leave the User Name to be Admin Select Test Connection.

| Microsof | t Data Link 🛛 🗙            |
|----------|----------------------------|
| (į)      | Test connection succeeded. |
|          | ОК                         |

If the test is successful a 'Test connection succeeded' message appears. If an unsuccessful message appears then the MSjet or MDAC files are likely to be corrupt or missing and it may be necessary to remove MDAC.

#### **Remove MDAC**

To remove MDAC type the following command into the run command C:\Program Files\Common Files\Microsoft Shared\dasetup\dasetup.exe /u This will uninstall MDAC. Reinstall MDAC 2.8 and re run the ADO query tool to check that the connection works correctly.

# **Downloading and Installing MSJet**

If it is necessary to download the latest Jet 4.0 service pack ensure that the right version is selected. There are several versions of the Jet 4.0 Service Pack 8 (SP8) download; for example;

- Windows 2000.
- Windows XP.
- Windows Server 2003.
- Windows 95, Windows 98, or Windows NT 4.0.
- Windows Millennium Edition.

To install the latest Jet 4.0 Service Pack 8 simply download the correct version and double click on the self-expanding archive. This will expand the files to the appropriate folder. The PC must be restarted.

# Goapp Technology

Occasionally some of the Opera 3 / Opera II DLL files appear not to have been installed. The following Opera 3 / Opera II DLL files need to be registered in the WINNT or Windows directory. These files are Opera 3 / Opera II Version specific. installing these please ensure that they have been copied from the corresponding versions of Opera 3 / Opera II.

- GOAPPACT.DLL
- GOAPPACT.tlb
- GOAPPACTR1.DLL
- GOAPPUSR.DLL
- GOAPPUSR1.DLL
- GOAPPUSR1.TLB

GoApp Dlls

() With the latter versions of Opera, it's the client instrall that puts down the dll files. Please be aware if you install an OII client after an O3 client, the earlier dll files may be re-registered. This could be resolved either by re-installing the latest O3 client or copying and registering the correct dll files. Users will need to use REGSVR32.EXE to register the dll files.

- 1. Copy REGSVR32.EXE along with the above DLL files to the WINNT directory.
- 2. At the RUN command line type REGSVR32.EXE
- 3. Then from Windows Explorer drag and drop the first DLL file into the RUN command line and click OK.
- 4. Users should get a message pop up to say the file has been successfully registered. Register all the above files in this way.

#### Goapp

The goapps that Pegasus XRL 1.10 references are no longer directly used in Pegasus XRL 1.20+. Instead a goapp.ini file is used. The goapp.ini file is located in the following directory:

C:\Documents and Settings\All Users\Application Data\Pegasus\O3 Server VFP (or Server VFP for OII).

| Edit View Favorites               | Tools | Help                 |               |                        |                  |
|-----------------------------------|-------|----------------------|---------------|------------------------|------------------|
| Back - 🕑 - 🍺                      | /     | iearch 😥 Folders 📰 - | 03 Server VEP |                        |                  |
|                                   | _     | Name 🔺               | Size          | Туре                   | Date Modified    |
| File and Folder Tasks             | ۲     | 🛅 Backup             |               | File Folder            | 12/08/2010 15:02 |
| ~••••••                           |       | Bespoke              |               | File Folder            | 15/11/2010 13:26 |
| 💋 Make a new folder               |       | Data                 |               | File Folder            | 07/10/2010 12:03 |
| Publish this folder to the<br>Web |       | C DataDict           |               | File Folder            | 10/11/2010 14:53 |
| Share this folder                 |       | DataDictCore         |               | File Folder            | 10/11/2010 14:52 |
| Share this folder                 |       | 🚞 DemoData           |               | File Folder            | 10/11/2010 14:54 |
|                                   |       | FrameworkSupport     |               | File Folder            | 08/07/2010 08:22 |
| Other Places                      | *     | C Reporter           |               | File Folder            | 08/07/2010 08:22 |
| ouncernaces                       | ~     | C Reports            |               | File Folder            | 10/11/2010 14:53 |
| 🛅 Pegasus                         |       | C System             |               | File Folder            | 15/11/2010 13:30 |
| My Documents                      |       | 🚞 Temp               |               | File Folder            | 08/07/2010 08:22 |
| 👰 My Computer                     |       | GoApp.ini            | 1 KB          | Configuration Settings | 10/11/2010 14:54 |
| My Network Places                 |       | 🗐 ip.txt             | 1 KB          | Text Document          | 29/10/2010 11:01 |
| S My Network Hates                |       | 强 Opera.ini          | 2 KB          | Configuration Settings | 10/11/2010 14:53 |
|                                   |       | 🗐 Pegrel.txt         | 1 KB          | Text Document          | 10/11/2010 14:54 |

The goapp.ini file defaults to:

[Settings]

DataDict Dir=C:\Documents and Settings\All Users\Application Data\Pegasus\O3 Server VFP\DataDict\

FWSData Dir=C:\Program Files\Pegasus\O3 Server VFP\FrameworkSupport\Data\

System Dir=C:\Documents and Settings\All Users\Application Data\Pegasus\O3 Server VFP\System\ PDF Images Dir=

If a standalone installation of Opera 3 / Opera II V5 is working in conjunction with a standalone installation of Pegasus XRL V1.20 then these do not need to be changed. If however a networked version of Opera 3 / Opera II V5 is installed then the goapp.ini file may require changing to reflect this i.e:

Goapp.ini file [Settings] DataDict Dir=\\Server\O3 Server VFP Dynamic\DataDict\ FWSData Dir=\\Server\O3 server VFP Static\FrameworkSupport\data System Dir=\\Server\O3 Server VFP Dynamic\System\ PDF Images Dir=

# **Opera Implications**

### Exclusive Error in Opera 3 / Opera II Enterprise

When using Pegasus XRL users are prompted to log in. This will open the table and any exclusive processes will not be able to run.

Ensure that when users no longer require XRL, they log out of Pegasus XRL.

Any exclusive processes such as Update Data Structures will require users to Log Off Pegasus XRL

#### No Opera 3 / Opera II companies

#### Problem

Log on to XRL, use a definition, select the product Opera 3 / Opera II click on companies – no companies can be seen.

#### Solutions

There are several reasons why this may happen:

- 1. Check that XRL users are attached to a profile that has the security option checked.
- 2. If this is a second system check that the second system in the profile has been assigned to an Opera 3 / Opera II user and that the security option has been checked. Each system must be attached to an Opera 3 / Opera II user.
- 3. Check that the UNC path is less than 32 characters for the paths to system and Isdatabase in the maintenance section of XRL. Mapped drives may have to be used.
- 4. If mapped drives are used check that the server has the drives mapped to the same letter as the clients.
- 5. Check that GOAPPS are located beneath the c:\windows directory Refer to previous section
- 6. Check the user in Opera 3 / Opera II has access to the companies in User Profiles.

# **Uninstall Notes**

#### **Uninstalling Pegasus XRL**

Previous versions of XRL can not be upgraded to Version 1.001 of XRL. Any other versions of XRL must be completely removed.

It is recommended that a copy of LSDATABASE.MDB (LSVISION.MDB in earlier version of XRL) is taken. This database holds the following information:

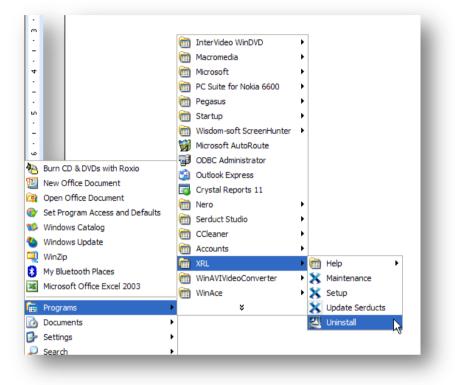
| Users   | Permissions | Passwords | Profiles | Query Templates | Serialisation key |
|---------|-------------|-----------|----------|-----------------|-------------------|
| details | Log file    | )         |          |                 |                   |

The database file should be reusable in any version of XRL.

#### Standalone Uninstall

There are a number of ways to correctly uninstall Pegasus XRL. However, Pegasus recommend using the Install Shield from the Start – Programs – XRL menu. This will remove the majority of XRL from the users hard disk

This can be done through either Control Panel - Add or Remove Programs or by selecting Uninstall from the XRL menu.



It is also possible to Uninstall Pegasus XRL from the CD.

If Pegasus XRL is already installed, then once the CD is inserted into the CD ROM drive, it detects that there is an existing installation and prompts the user to confirm if they want to uninstall Pegasus XRL. It is recommended that users DO NOT use the CD to uninstall XRL but use the XRL Uninstall routine from the Start – Program XRL menu

- It is also recommended that the XRL directory is also removed. The default location is 'C:\program files\xrl'
- If 'User Profiles' has been used then it may also be necessary to remove 'C:\Documents and Settings\user\Application Data\lasata'.

#### Client / Server Uninstall

It is extremely important that Pegasus XRL is uninstalled correctly. If Pegasus XRL has been installed as a client / server then all the clients must be uninstalled first. Each client version will have an uninstall routine as above. Follow the instructions as above.

The Server version will have an uninstall routine as above. Follow the instructions as above. After each uninstall users should manually remove the XRL or directory where Pegasus XRL was installed

### **Client / Server Remote Uninstall**

It is extremely important that Pegasus XRL is uninstalled correctly. If Pegasus XRL has been installed as a client server then all the clients must be uninstalled first. Each client version will have an uninstall routine as above. Follow the instructions as above.

The Server version will not have an uninstall routine as above. The remote client will have the details of the remote uninstall. Ensure that the remote client is the last machine to have Pegasus XRL uninstalled. Users will not be able to uninstall any further clients after the server version has been uninstalled.

After each uninstall users should manually remove the XRL directory or the directory where Pegasus XRL was installed.

#### **Uninstalling From Vista**

To Uninstall XRL (Windows Vista)

- 1. Make sure you are logged in to the computer as Administrator.
- 2. On the Windows Start menu, click All Programs > XRL.
- 3. Right-click Uninstall and then click Properties.
- 4. Click the Compatibility tab and then tick the Run this program as an administrator box
- 5. Click OK.
- 6. Now click Uninstall. The InstallShield wizard is displayed.
- 7. Select the Completely uninstall DataConnectionLinks and application settings option to completely remove XRL. Leave the option unselected for upgrades from earlier versions of XRL to retain XRL settings in the installation folder and user profiles folder.
- 8. Click Remove to remove XRL.
- 9. Click Finish.

#### Manual Uninstall

Note: Pegasus Software Ltd advises that a manual uninstall is only carried out when all other possibilities have been exhausted. Any changes that are made to the registry must be carried out by competent and qualified personnel

It is also advised that a backup of the registry is taken prior to carrying out any changes.

The manual uninstall routine essentially consists of two parts. Firstly, the removal of the actual directories created during the installation within the Program Files directory. Secondly, the removal of the Registry entries created during the installation. As Pegasus XRL uses the latest version of InstallShield it is necessary to remove information stored in InstallShield Installation Information directories and registry key.

This method of uninstalling is only meant to enable the user to remove sufficient information to allow the reinstall of the product and then subsequent uninstall using the Uninstall routine.

# **Installed Components**

#### **Installed Directories**

InstallShield XRL has several Installation Key numbers (Unique Codes):-Version 1.001/2.001 -{05C7BEA1-3637-4F45-BB61-F13F74B21F71} Version 3.001 -{7C119C36-AF76-4092-903A-3109031138A1} Version 4.002 -{DFB0E6A8-A8BD-452E-8DFA-C32F82678E49} Version 5.001 -{063F1232-9D11-4656-B23B-B2074B6EE5C6} Version 1.001 XRL -{24B87F45-D5F9-4D2C-9AEA-73DA81D232E1} Version 1.10+ XRL - {071B0E72-3E3E-416B-B19A-48B97DDBF2EA} Version 1.42.00+ - {95D41556-B01E-41B4-89DA-AAEE49139353} These is found in HKEY\_LOCAL\_MACHINE\ SOFTWARE\ Microsoft\ . Windows\ CurrentVersion\ **Uninstall** {95D41556-B01E-41B4-89DA-AAEE49139353} HKEY\_LOCAL\_MACHINE\ SOFTWARE\ Microsoft\ Windows\ CurrentVersion\ Uninstall\ InstallShield {95D41556-B01E-41B4-89DA-AAEE49139353} HKEY LOCAL MACHINE\ SOFTWARE\ Vision HKEY CURRENT CONFIG\ Software\ XRL PDF HKEY\_CURRENT\_USER\ Software\ Vision\ Cache **Unique Code** To ensure that users have the Pegasus XRL directory and not another program, the above directory

# Common Files

name must match exactly.

There are some common files installed as part of the XRL installation. These may differ in XRL versions. It is therefore recommended that these are uninstalled as well. There are in the following location:

C:\Program Files\Common Files\Lasata Software\Vision

It is recommended that the lasata directory be removed

#### Programs

Delete any redundant XRL files remaining on the system usually found in

C:\Program Files\XRL

C:\Program Files\Infor QA PM

Alternatively users may have chosen their own default paths on installations – check if any Pegasus XRL files still remain there.

### Profiles

If using User Profiles it may be necessary to remove the Lasata directory for each user, these are usually found in

C:\Documents and Settings\<USER NAME>\Application Data\Lasata

Where <USER NAME> is the Windows logon name

If users are unable to view or find any of these folders, please check that their settings allow users to 'view all files' (in Windows Explorer click on view-folder options, click on the view tab ensure 'show all files' is selected – if not select it and press Apply and OK)

#### Lasata

The following files may have to be removed if installing a different version of XRL – these are in the Windows\System32 folder.

LsAgfox1.vbr LsAgrph.dll LsAgtask.dll LsAgtsk1.dll LsAgXL10.dll LsAgALEg.DLL LsAgCC10.dll LsAgCS10.dll LsAgDSCp.dll LsAgDBE1.dll LsAgEg10.dll LsAgEM10.dll

### Registry

InstallShield

Go into the registry – to do this type in 'Regedit' at the Run command (Start-Run or  $\mathbb{H} + R$ ) and remove the reference to the uninstall folder deleted earlier

KEY\_LOCAL\_MACHINE\SOFTWARE\Microsoft\Windows\CurrentVersion\Uninstall\UniqueCode To ensure that users have the Vision directory and not another program, highlight the Unique string – on the right hand side it should say 'DisplayName REG\_SZ Vision' if they have the correct entry.

### XRL

Also check for any Vision entries in KEY\_LOCAL\_MACHINE\SOFTWARE\Vision and remove the Vision element.

It should now be possible reinstall Pegasus XRL.

| Note: Unique Codes:         |                                        |
|-----------------------------|----------------------------------------|
| XRL Version 1.001 and 2.001 | {05C7BEA1-3637-4F45-BB61-F13F74B21F71} |
| XRL Version 3.001           | {7C119C36-AF76-4092-903A-3109031138A1} |
| XRL Version 4.002           | {DFB0E6A8-A8BD-452E-8DFA-C32F82678E49} |
| XRL Version 5.001           | {063F1232-9D11-4656-B23B-B2074B6EE5C6} |
| XRL Version 1.001           | {24B87F45-D5F9-4D2C-9AEA-73DA81D232E1} |
| XRL Version 1.10+           | {071B0E72-3E3E-416B-B19A-48B97DDBF2EA} |
| XRL Version 1.40+           | {95D41556-B01E-41B4-89DA-AAEE49139353} |

# **Pre Installation**

# Standard

Before installing the following information must be ascertained

- System Administrator Password for domain and PC
- Location of Opera 3 / Opera II Enterprise
- Previous versions of XRL must be uninstalled before 1.40+ is installed/

# **Terminal Server or Citrix**

If installing on Citrix or Terminal Server

- Log on as a user with Administrator rights
- Log off any users currently logged on
- At the command prompt type
- c:\change user /install
- Install using Profiles

# Windows Vista - Important Additional Step

Ignore this step if XRL is being installed on an operating system other than Microsoft Windows Vista. The Connection Wizard can be accessed and set-up immediately.

If you are installing XRL on Windows Vista, you must complete the following instructions described below in points A to D before starting the Connection Wizard.

# A: Setting Compatibility Mode for XRL

XRL must be installed and run in compatibility mode if run on Windows Vista. The Maintenance and Setup programs must be set to run in this way.

### To Set Compatibility Mode for XRL

- 1. On the Windows Start menu, point to All Programs > XRL and expand the XRL menu.
- 2. Right-click on the Maintenance item, and then click Properties.
- 3. Click the Compatibility tab and then tick the Run this program in compatibility mode for

box. Then select Windows XP Service Pack 2 from the list.

Depending on how the machine is used, it may be desirable to set the compatibility mode for All Users, not just the current one.

| Security                                             | Details               | Previous Versions                                                    |            |
|------------------------------------------------------|-----------------------|----------------------------------------------------------------------|------------|
| General                                              | Shortcut              | Compatibility                                                        |            |
| ou have proble-<br>earlier version<br>tches that ear | LsMaint.exe Propert   | id a workerd connectivity on                                         | ×          |
| Compatibility m                                      | Compatibility for all | users                                                                |            |
| 🔲 Run this p                                         |                       | ems with this program and it work<br>ion of Windows, select the comp |            |
| Windows XP                                           | that matches that     | earlier version.                                                     | lowly mode |
| Settings                                             | Compatibility mo      | ode<br>ogram in compatibility mode for:                              |            |
| Run in 25                                            |                       | Service Pack 2)                                                      | 1          |
| Run in 64     Disable via                            | Settings              |                                                                      | ·          |
| Disable de                                           | Run in 256            | colors                                                               |            |
| Disable di                                           | Run in 640            | x 480 screen resolution                                              |            |
| Privilege Level                                      | Disable visu          |                                                                      |            |
| Run this p                                           |                       | ktop composition<br>play scaling on high DPI settings                |            |
| Show set                                             | Privilege Level       |                                                                      |            |
|                                                      | 🕅 Run this pr         | ogram as an administrator                                            |            |
| _                                                    |                       |                                                                      |            |
|                                                      |                       | OK Cancel                                                            | Apply      |

- 4. Click OK.
- 5. Right-click on the Setup item, and then click Properties.
- 6. Click the *Compatibility* tab and then tick the *Run this program in compatibility mode for* box. Then select *Windows XP Service Pack 2* from the list.
- 7. Click OK.

### **B: Setting XRL folder permissions**

All XRL users must have full security permissions to the C:\Program Files  $\blacktriangleright$  XRL folder. If XRL is configured before granting full permissions to this folder, the XRL settings will be written to the active user's Virtual Store folder (c:\Users  $\blacktriangleright$  username  $\blacktriangleright$  AppData  $\blacktriangleright$ Local  $\blacktriangleright$  VirtualStore  $\blacktriangleright$  Program Files  $\blacktriangleright$  XRL). This location is used by Windows Vista when permission has not been granted to the correct data location.

If you give full permissions after configuring XRL, Windows Vista will incorrectly continue to use the settings in the Virtual Store folder. These path settings are shown in XRL Maintenance and XRL Setup. You must then remove the Virtual Store folder. You may not be able to see this location unless you can view hidden and system files.

### To Set XRL folder permissions

1. Using Windows Explorer, click on the c:\program files ► XRL folder.

2. Right-click on the XRL folder, and then click Properties.

3. Click the Security tab and then select the XRL user/s or user groups. To change permissions, click the Edit button to load the Permissions for XRL form.

4. Under Allow, tick the Full Control box, and then click OK. The XRL Properties form is displayed.

5. Click OK to close the XRL Properties form.

### C: Updating the Visual Foxpro OLE DB Provider program

Visual Foxpro OLE DB Provider program needs to be updated to use version 9.x. An older version of the file may already exist on the computer.

### To Update the Visual Foxpro OLE DB Provider

 Using Windows Explorer, click on the XRL CD image into the computer's CD drive.
 Copy the vfpoledb.dll file from the CD image to the c:\program files ► common files ► system ► ole DB folder. Click Yes if a message is displayed asking whether the file should be overwritten.

### D: Running the Connection Wizard to set up XRL DataConnectionLinks.

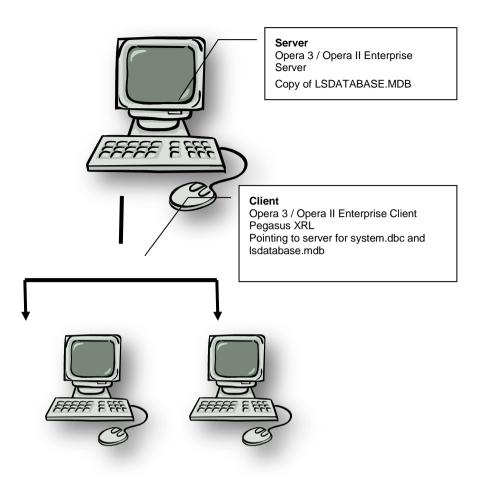
You now need to run the Connection wizard to complete the set up. You must be logged in as Administrator to run the wizard.

### To Run the Connection wizard as the Administrator

- 1. On the Windows Start menu, point to All Programs > XRL and expand the XRL menu.
- 2. Right-click on the Maintenance item, and select Run as Administrator.
- 3. On the Maintenance form, click the Client Setup button.
- 4. On the Setup form, click the Wizard button. The Connection wizard is displayed.
- 5. Now follow the steps in The Connection wizard.

When configuring the CIS and Sage Line 50 DataConnectionLinks for the first time, the XRL Maintenance utility must be run as Administrator so that the required DLLs get registered. This is already covered by point D, but some people do not use the Connection Wizard.

# Installation



### **Recommended Installation**

The installation of Pegasus XRL must be carried out by Domain Admin user. Insert the CD into the PC. If the autostart routine for the CD is disabled then select welcome.exe from the CD, otherwise the following screen is displayed.

#### Step 1



If required select the 'Install MDAC 2.8' option and follow the instructions to install MDAC 2.8.



It will open up the MDAC installation routine. If this is not required the following screen will appear:-

|              | 2.8 RTM                                                                                                       |
|--------------|---------------------------------------------------------------------------------------------------------------|
| $\mathbf{x}$ | MDAC 2.8 RTM                                                                                                  |
|              | MDAC 2.8 RTM is incompatible with this version of Windows. All of its features are currently part of Windows. |
|              |                                                                                                               |
|              |                                                                                                               |
|              |                                                                                                               |
| To exit,     | click Cancel. For more information, click Details.                                                            |
| _ `          | click Cancel. For more information, click Details.                                                            |

It is advised that users read the Pegasus XRL Installation guide before installing XRL.

Note this may not detect Windows 2003 sp1 MDAC.

### Step 2

Select 'Install XRL.

Select the language for this installation of Pegasus XRL.

| Choose S | etup Language 🛛 🔀                                                 |
|----------|-------------------------------------------------------------------|
| 2        | Select the language for this installation from the choices below. |
|          | English (United Kingdom)                                          |
|          | OK Cancel                                                         |

Select the OK button.

|          | Preparing to Install                                                                                                        |
|----------|-----------------------------------------------------------------------------------------------------------------------------|
| <u>M</u> | XRL Setup is preparing the InstallShield Wizard, which will<br>guide you through the program setup process. Please<br>wait. |
|          | Checking Operating System Version                                                                                           |
|          | Cancel                                                                                                                      |

A screen will then appear asking to confirm the installation of Pegasus XRL. Select the Next button.

| XRL - InstallShield Wizard                       |                                           |                         |
|--------------------------------------------------|-------------------------------------------|-------------------------|
| Ready to Install the Program                     |                                           |                         |
| The wizard is ready to begin ins                 | tallation.                                | a start                 |
| Click Install to begin the installat             | ion.                                      |                         |
| If you want to review or change exit the wizard. | e any of your installation settings, clic | k Back. Click Cancel to |
|                                                  |                                           |                         |
|                                                  |                                           |                         |
|                                                  |                                           |                         |
|                                                  |                                           |                         |
|                                                  |                                           |                         |
|                                                  |                                           |                         |
| stallShield                                      |                                           |                         |
|                                                  | < Back Insta                              | I Cancel                |

# Step 3

Select the location for installation

| Destinati      |                                                     |                     |                        |        |
|----------------|-----------------------------------------------------|---------------------|------------------------|--------|
| Click Nex      | kt to install to this folder, or<br>Install XRL to: | click Change to ins | tall to a different fo | lder.  |
|                | C:\Program Files\XRL\                               |                     |                        | hange  |
|                |                                                     |                     |                        |        |
|                |                                                     |                     |                        |        |
|                |                                                     |                     |                        |        |
|                |                                                     |                     |                        |        |
| nstallShield - |                                                     |                     |                        |        |
|                |                                                     | < <u>B</u> ack      | <u>N</u> ext >         | Cancel |

Select the installation location. Select Browse to change from the default location of c:\program files\XRL. Select the Next button.

Select the Default Language.

| Default Language<br>Select the default language for | , the help and document. | ation  |        |
|-----------------------------------------------------|--------------------------|--------|--------|
| Select the default language for                     | the help and docamente   |        |        |
| • EN                                                |                          |        |        |
| -                                                   |                          |        |        |
| Af 🔾                                                |                          |        |        |
|                                                     |                          |        |        |
|                                                     |                          |        |        |
|                                                     |                          |        |        |
|                                                     |                          |        |        |
|                                                     |                          |        |        |
|                                                     |                          |        |        |
|                                                     |                          |        |        |
| tallShield                                          |                          |        |        |
| allShield                                           | < Back                   | Next > | Cancel |

Select Next to continue

#### Step 4

The setup type must be selected. This MUST be CUSTOM. A typical installation will not work. Select 'Custom' from the list.

| Setup Type<br>Choose the set | tup type that best suits your needs.                                                                               |
|------------------------------|--------------------------------------------------------------------------------------------------------------------|
| Please select a              |                                                                                                                    |
| O <u>C</u> omplete           | All program features will be installed. (Requires the most disk space.)                                            |
| ©Custom                      | Choose which program features you want installed and where they will be installed. Recommended for advanced users. |
| stallShield                  | < Back Next > Cancel                                                                                               |

Select the Next button.

Step 5 Custom Installation Options All the custom options are detailed below.

| XRL - InstallShield Wizard     Custom Setup     Select the program features you want install | ed.                 |                                                                                                                                                                                  |
|----------------------------------------------------------------------------------------------|---------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Click on an icon in the list below to change how                                             | curity<br>(L Add-In | alled.<br>Feature Description<br>This feature requires 26KB on<br>your hard drive. It has 2 of 2<br>subfeatures selected. The<br>subfeatures require 71MB on<br>your hard drive. |
| Install to:<br>C:\Program Files\XRL\<br>InstallShield<br>Help Space                          | < <u>B</u> ack      | hange<br>Next >Cancel                                                                                                                                                            |

Check for MDAC must be unchecked if Windows XP sp1 or Windows 2003 is the operating system.

| <b>Eustom Setup</b><br>Select the program features you want installed.                                                                                                                                                                                                                                       |                                                                                                                                   |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------|
| Click on an icon in the list below to change how a feature is ins<br>Automatically load the XL Add-In<br>Use User Profiles<br>Automatically install and update D<br>Optional Components<br>Sector for MDAC 2.8<br>Thistall Connectivity Drivers<br>MS Visual Foxpro Runtimes<br>Install Pivot Table Services | stalled.<br>Feature Description<br>Check MDAC version during<br>installation.<br>This feature requires 0KB on<br>your hard drive. |
| stallShield                                                                                                                                                                                                                                                                                                  | hange                                                                                                                             |

What must be selected:-

- XRL Application Options
  - Configure Users and Security Optional although if selected this will take the user smoothly through the installation routine for users and security.
     Use User Profiles - Optional

- OFF

- ON

- ON

- ON

- ON

- Optional

- This must ONLY be selected for Terminal Server installations of Pegasus XRL.

   Automatically install and update DataConnectionLinks
   ON

   Automatically load the Excel XL Add-In
   ON
- Optional Components

0

- Install Pivot Table Services
  - Install Connectivity Drivers
    - FoxPro OLEDB Drivers
    - FoxPro ODBC Drivers
- o DataDirect Branded Drivers
- MS Visual FoxPro Runtimes
- Check for MDAC 2.8
  - © Pegasus Training Services

NB: For Windows XP SP2 and Windows 2003 SP 1 do not select the MDAC check.

#### Use User Profiles

If enabled, for each user of a computer, a user profile will be created beneath Documents and Settings for Pegasus XRL. It is not recommended that this option be used unless a Terminal Server installation is performed.

Once XRL has been installed, Application User Profiles can be activated or de activated in Pegasus XRL Maintenance (About tab).

#### Automatically Install and Update DataConnectionLinks

If enabled, all Product DataConnectionLinks contained on the Pegasus XRL CD are installed. If cleared, once the computer has rebooted, users will be given the opportunity to nominate which DataConnectionLinks to install. It is not recommended that this option be unchecked.

#### Automatically loads in the Excel XL Add-In

If cleared, the Pegasus XRL Add-In will need to be manually referenced in Excel in order to use XRL.

Once the options have been checked select the 'Next>' button.

#### **Check for MDAC**

This must not be selected for Windows XP SP 2 or Windows 2003 XP1. This may cause installation errors.

To deselect this, the PIVOT TABLE option should be unchecked.

#### Step 6

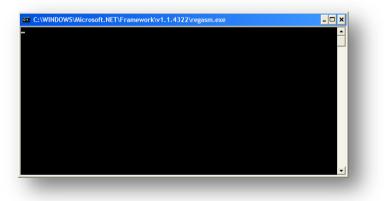
The installation will begin when the Install button is pressed.

| 🖁 XRL - InstallShield Wizard                                       |                                                  |                |
|--------------------------------------------------------------------|--------------------------------------------------|----------------|
| Ready to Install the Program<br>The wizard is ready to begin insta | llation.                                         |                |
| Click Install to begin the installatio                             | n.                                               |                |
| If you want to review or change a exit the wizard.                 | any of your installation settings, click Back. ( | lick Cancel to |
|                                                                    |                                                  |                |
|                                                                    |                                                  |                |
|                                                                    |                                                  |                |
|                                                                    |                                                  |                |
|                                                                    |                                                  |                |
| nstallShield                                                       |                                                  |                |
|                                                                    | < Back Install                                   | Cancel         |

| Setup Status                                       | 124    |
|----------------------------------------------------|--------|
| XRL is configuring your new software installation. |        |
|                                                    |        |
|                                                    |        |
| Validating install                                 |        |
|                                                    |        |
|                                                    |        |
|                                                    |        |
|                                                    |        |
| stallShield                                        |        |
|                                                    | Cancel |

#### .NET Installation

Whilst installing XRL the following screen may temporarily display. Do not close this screen, allow the screen to run and continue the installation as normal.



# Step 7

Cancel out of the Connection wizard if installing on Windows Vista and follow the steps in the "Windows Vista - Important Additional Step" section above.

What used to be Serducts (the parts of XRL that define how to link to the databases) are now called DataConnectionLinks. Once the components have been installed the product must be set up to connect to the correct databases.

Not available post v1.60.00

| onnection Wizard - XRL |                 |               | ×    |
|------------------------|-----------------|---------------|------|
| Product                |                 |               |      |
| XRL                    |                 |               |      |
| Sage Line 50           |                 |               |      |
| Operations II          |                 |               |      |
| 🔴 Opera 3 / Opera II   |                 |               |      |
|                        |                 |               |      |
|                        |                 |               |      |
|                        |                 |               |      |
|                        |                 |               |      |
| <                      | Ш               |               | >    |
|                        |                 |               |      |
|                        |                 |               |      |
| Einish                 | <u>N</u> ext >> | E <u>×</u> it | Help |
|                        |                 |               | <br> |

The DataConnectionLinks available in the current version of XRL are:

- Sage Line 50 (No longer available post v1.60.00)
- CIS
- Operations II
- Opera 3 / Opera II

At this point if the old database of LSDATABASE.MDB is to be reused this can be copied to an appropriate location. If more than one copy of XRL is to be installed then the location of LSDATABASE must be on the same machine as the server version of Opera 3 / Opera II Enterprise. This can be done now or at a more convenient time. The database connection can be reconfigured at a later date.

#### Typical Locations of DataLink Paths

| roduct             | Data Source Name                                                                     |                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | 1                                                                                           | Save                      |                                                 |                                                                                            |                                                                                                                 |                       |                                        |
|--------------------|--------------------------------------------------------------------------------------|----------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------|---------------------------|-------------------------------------------------|--------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------|-----------------------|----------------------------------------|
| XRL                | C:\Program Files\XRL\LsDat                                                           | tabase mdb     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                                                             |                           |                                                 |                                                                                            |                                                                                                                 |                       |                                        |
| Sage Line 50       | C:\Program Files\XRL\Settin                                                          |                | mpanies.mdb                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                             | <u>C</u> ancel            |                                                 |                                                                                            |                                                                                                                 |                       |                                        |
| Operations II      | c:\operations ii\system\system.dbc                                                   |                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                                                             |                           |                                                 |                                                                                            |                                                                                                                 |                       |                                        |
| Opera II           | \\Tm-jross\Server VFP Dynamic\System\SYSTEM.DBC<br>C:\Opera II SQL\system\system.dbc |                | <u>H</u> elp                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Help                                                                                        |                           |                                                 |                                                                                            |                                                                                                                 |                       |                                        |
| 🛑 Opera II (SQL)   |                                                                                      |                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | 1                                                                                           |                           |                                                 |                                                                                            |                                                                                                                 |                       |                                        |
| 🛑 Opera II (OLD O) | C:\Opera II\system\system.d                                                          | lbc            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                                                             | Languages                 |                                                 |                                                                                            |                                                                                                                 |                       |                                        |
|                    |                                                                                      |                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                                                             |                           |                                                 |                                                                                            |                                                                                                                 |                       |                                        |
|                    |                                                                                      |                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                                                             | <u>₩</u> izard            |                                                 |                                                                                            |                                                                                                                 |                       |                                        |
|                    |                                                                                      |                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | >                                                                                           |                           |                                                 |                                                                                            |                                                                                                                 |                       |                                        |
| nnection Details   |                                                                                      |                | 🔽 Enable                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                                                             |                           |                                                 |                                                                                            |                                                                                                                 |                       |                                        |
|                    |                                                                                      |                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                                                             | Test Connection           |                                                 |                                                                                            |                                                                                                                 |                       |                                        |
| Product            | Opera II                                                                             |                | 8                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                                             |                           | 1                                               |                                                                                            |                                                                                                                 |                       |                                        |
| Alias              |                                                                                      |                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                                                             |                           |                                                 |                                                                                            |                                                                                                                 |                       |                                        |
|                    |                                                                                      |                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                                                             | Add                       |                                                 |                                                                                            |                                                                                                                 |                       |                                        |
|                    |                                                                                      |                | Database                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                                                             |                           | 1                                               |                                                                                            |                                                                                                                 |                       |                                        |
|                    |                                                                                      |                | Microsoft FoxPro                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | •                                                                                           |                           |                                                 |                                                                                            |                                                                                                                 |                       |                                        |
| System Database    | \\Trn-jross\Server VFP Dynamic\Sys                                                   | AND STEN DRC   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                                                             |                           |                                                 |                                                                                            |                                                                                                                 |                       |                                        |
| -                  | TVTTH foss (Server VHP Dynamic (Sys                                                  | AGINGTSTEM.DBL |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                                                             |                           |                                                 |                                                                                            |                                                                                                                 |                       |                                        |
| Options            |                                                                                      | (              | Client Setup                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                                             |                           |                                                 |                                                                                            |                                                                                                                 |                       |                                        |
| Password           | MENNERSONN                                                                           |                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | 1 1                                                                                         |                           |                                                 |                                                                                            |                                                                                                                 |                       |                                        |
|                    |                                                                                      | -              | Connection Details E-mail                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | il   Other                                                                                  |                           |                                                 |                                                                                            |                                                                                                                 |                       | 1                                      |
| Time Out           | 15 seconds                                                                           | UEM to AN      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                                                                                             |                           |                                                 |                                                                                            |                                                                                                                 |                       |                                        |
| Time Out           | 15 seconds                                                                           | CEM to AN      | Product                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Data Source Name                                                                            |                           | Version                                         |                                                                                            |                                                                                                                 | Da                    | Save                                   |
| Time Out           | 15 seconds                                                                           | UEM to AN      | <b>⊠</b> XRL                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                                             | for PM QA\Settings\LsD    | ¥10.0.4                                         | Infor                                                                                      | 2007-08-17 10:05:34                                                                                             | Vis                   |                                        |
| Time Out           | 15 seconds                                                                           | J UEM to AN    | XRL<br>Sage Line 50                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                                             | for PM QA\Settings\LsD    | V10.0.4<br>01.002                               | Infor<br>Pegasus Softw                                                                     | 2007-08-17 10:05:34<br>2006-03-01 12:07:57                                                                      | Vie<br>C5             | Save<br>Cancel                         |
| Time Out           | 15 seconds                                                                           | ) UEM to AN    | XRL<br>Sage Line 50                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                                             | for PM QA\Settings\LsD    | V10.0.4<br>01.002<br>01.003                     | Infor<br>Pegasus Softw<br>Pegasus Softw                                                    | 2007-08-17 10:05:34<br>2006-03-01 12:07:57<br>2010-05-05 15:42:15                                               | VIE<br>CE<br>CI       | Cancel                                 |
| Time Out           | 15 seconds                                                                           | J UEM to AN    | XRL<br>Sage Line 50                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | C:\Program Files\Inf                                                                        |                           | V10.0.4<br>01.002                               | Infor<br>Pegasus Softw<br>Pegasus Softw<br>Pegasus Softw                                   | 2007-08-17 10:05:34<br>2006-03-01 12:07:57                                                                      | Vie<br>C5             |                                        |
| Time Out           | 15 seconds                                                                           | UEM to AN      | XRL<br>Sage Line 50<br>CIS<br>Operations II                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | C:\Program Files\Inf                                                                        |                           | V10.0.4<br>01.002<br>01.003<br>01.001           | Infor<br>Pegasus Softw<br>Pegasus Softw<br>Pegasus Softw                                   | 2007-08-17 10:05:34<br>2006-03-01 12:07:57<br>2010-05-05 15:42:15<br>2006-03-01 08:33:40                        | 31V<br>30<br>10<br>10 | Cancel                                 |
| Time Out           | 15 seconds                                                                           | UEM to AN      | XRL<br>Sage Line 50<br>CIS<br>Operations II                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | C:\Program Files\Inf                                                                        |                           | V10.0.4<br>01.002<br>01.003<br>01.001           | Infor<br>Pegasus Softw<br>Pegasus Softw<br>Pegasus Softw                                   | 2007-08-17 10:05:34<br>2006-03-01 12:07:57<br>2010-05-05 15:42:15<br>2006-03-01 08:33:40                        | 31V<br>30<br>10<br>10 | Cancel                                 |
| Time Out           | 15 seconds                                                                           | UEM to AN      | XRL<br>Sage Line 50<br>CIS<br>Operations II                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | C:\Program Files\Inf                                                                        |                           | V10.0.4<br>01.002<br>01.003<br>01.001           | Infor<br>Pegasus Softw<br>Pegasus Softw<br>Pegasus Softw                                   | 2007-08-17 10:05:34<br>2006-03-01 12:07:57<br>2010-05-05 15:42:15<br>2006-03-01 08:33:40                        | 31V<br>30<br>10<br>10 | Cancel                                 |
| Time Out           | 15 seconds                                                                           | UEM to AN      | KRL     Sage Line 50     Soc CIS     Operations II     Opera 3 / Opera II                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | C:\Program Files\Inf                                                                        | Settings\All Users\Applic | V10.0.4<br>01.002<br>01.003<br>01.001<br>05.026 | Infor<br>Pegasus Softw<br>Pegasus Softw<br>Pegasus Softw<br>Pegasus Softw                  | 2007-08-17 10:05:34<br>2006-03-01 12:07:57<br>2010-05-05 15:42:15<br>2006-03-01 08:33:40                        | CE<br>CI<br>Op<br>Pe  | Cancel<br>Help                         |
| Time Out           | 15 seconds                                                                           | UEM to AN      | KRL     Sage Line 50     C15     Operations II     Opera 3 / Opera II     Connection Details                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | C:\Program Files\Inl<br>C:\Documents and S                                                  | Settings\All Users\Applic | V10.0.4<br>01.002<br>01.003<br>01.001<br>05.026 | Infor<br>Pegasus Softw<br>Pegasus Softw<br>Pegasus Softw<br>Pegasus Softw                  | 2007-08-17 10:05:34<br>2006-03-01 12:07:57<br>2010-05-05 15:42:15<br>2006-03-01 08:33:40                        | CE<br>CI<br>Op<br>Pe  | Cancel<br>Help                         |
| Time Out           | 15 seconds                                                                           | UEM to AN      | KRL     Sage Line 50     Soc CIS     Operations II     Opera 3 / Opera II                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | C:\Program Files\Inf                                                                        | Settings\All Users\Applic | V10.0.4<br>01.002<br>01.003<br>01.001<br>05.026 | Infor<br>Pegasus Softw<br>Pegasus Softw<br>Pegasus Softw                                   | 2007-08-17 10:05:34<br>2006-03-01 12:07:57<br>2010-05-05 15:42:15<br>2006-03-01 08:33:40                        | CE<br>CI<br>Op<br>Pe  |                                        |
| Time Out           | 15 seconds                                                                           | UEM to AN      | KRL     Sage Line 50     C15     Operations II     Opera 3 / Opera II     Connection Details                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | C:\Program Files\Inl<br>C:\Documents and S                                                  | Settings\All Users\Applic | V10.0.4<br>01.002<br>01.003<br>01.001<br>05.026 | Infor<br>Pegasus Softw<br>Pegasus Softw<br>Pegasus Softw<br>Pegasus Softw                  | 2007-08-17 10:05:34<br>2006-03-01 12:07:57<br>2010-05-05 15:42:15<br>2006-03-01 08:33:40                        | CE<br>CI<br>Op<br>Pe  |                                        |
| Time Out           | 15 seconds                                                                           | j UEM to AN    | KRL     Sage Line 50     C15     Operations II     Opera 3 / Opera II     Connection Details                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | C:\Program Files\Inl<br>C:\Documents and S                                                  | Settings\All Users\Applic | V10.0.4<br>01.002<br>01.003<br>01.001<br>05.026 | Infor<br>Pegasus Softw<br>Pegasus Softw<br>Pegasus Softw<br>Pegasus Softw                  | 2007-08-17 10:05:34<br>2006-03-01 12:07:57<br>2010-05-05 15:42:15<br>2006-03-01 08:33:40<br>2010-10-20 10:01:12 | CE<br>CI<br>Op<br>Pe  |                                        |
| Time Out           | 15 seconds                                                                           | j UEM to AN    | Vist.         Sage line 50         Sciss         Operations II         Opera 3 / Opera 4 / Oper | C:\Documents and S C:\Documents and S C:\Documents                                          | Settings/All Users/Applic | v10.0.4<br>01.002<br>01.003<br>01.001<br>05.026 | Infor<br>Pegasus Softw<br>Pegasus Softw<br>Pegasus Softw<br>Pegasus Softw<br>Pegasus Softw | 2007-08-17 10:05:34<br>2006-03-01 12:07:57<br>2010-05-05 15:42:15<br>2006-03-01 08:33:40<br>2010-10-20 10:01:12 | CE<br>CI<br>Op<br>Pe  |                                        |
| Time Out           | 15 seconds                                                                           | j UEM to AN    | KRL     Sage Line 50     C15     Operations II     Opera 3 / Opera II     Connection Details                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | C:\Documents and S C:\Documents and S C:\Documents                                          | Settings\All Users\Applic | v10.0.4<br>01.002<br>01.003<br>01.001<br>05.026 | Infor<br>Pegasus Softw<br>Pegasus Softw<br>Pegasus Softw<br>Pegasus Softw<br>Pegasus Softw | 2007-08-17 10:05:34<br>2006-03-01 12:07:57<br>2010-05:06 15:42:15<br>2006-03-01 08:33:40<br>2010-10-20 10:01:12 |                       | Cancel<br>Help<br>Languages<br>Witzard |
| Time Out           | 15 seconds                                                                           | j UEM to AN    | Yott       Product       File Name                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | C:\Documents and S C:\Documents and S C:\Documents                                          | Settings/All Users/Applic | v10.0.4<br>01.002<br>01.003<br>01.001<br>05.026 | Infor<br>Pegasus Softw<br>Pegasus Softw<br>Pegasus Softw<br>Pegasus Softw<br>Pegasus Softw | 2007-08-17 10:05:34<br>2006-03-01 12:07:57<br>2010-05:06 15:42:15<br>2006-03-01 08:33:40<br>2010-10-20 10:01:12 |                       | Cancel<br>Help<br>Languages<br>Witzard |
| Time Out           | 15 seconds                                                                           | j UEM to AN    | Vet       Sage Line 50       C15       Operations II       Opera 3 / Opera 3 / Opera II       Connection Details       Product       File Name       System Database                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | C:\Documents and S C:\Documents and S C:\Documents                                          | Settings/All Users/Applic | v10.0.4<br>01.002<br>01.003<br>01.001<br>05.026 | Infor<br>Pegasus Softw<br>Pegasus Softw<br>Pegasus Softw<br>Pegasus Softw<br>Pegasus Softw | 2007-08-17 10:05:34<br>2006-03-01 12:07:57<br>2010-05:06 15:42:15<br>2006-03-01 08:33:40<br>2010-10-20 10:01:12 |                       | Cancel<br>Help<br>Languages<br>Witzard |
| Time Out           | 15 seconds                                                                           | j UEM to AN    | Visu     Sage Line 50       Sage Line 50     Cl5       Coperations II     Opera 3 / Opera II       Connection Details     Product       File Name     System Database       User ID     Sage Line 50                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | C:\Documents and S C:\Documents and S C:\Documents and S C:\Documents and S C:\Program File | Settings All Users Applc  | v10.0.4<br>01.002<br>01.003<br>01.001<br>05.026 | Infor<br>Pegasus Softw<br>Pegasus Softw<br>Pegasus Softw<br>Pegasus Softw<br>Pegasus Softw | 2007-08-17 10:05:34<br>2006-03-01 12:07:57<br>2010-05:06 15:42:15<br>2006-03-01 08:33:40<br>2010-10-20 10:01:12 |                       | Cancel<br>Help<br>Languages<br>Wizard  |
| Time Out           | 15 seconds                                                                           | J UEM to AN    | Vet       Sage Line 50       C15       Operations II       Opera 3 / Opera 3 / Opera II       Connection Details       Product       File Name       System Database                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | C:\Program FilesUn<br>C:\Documents and S<br>DRL<br>[C:\Program File<br>                     | Settings All Users Applc  | v10.0.4<br>01.002<br>01.003<br>01.001<br>05.026 | Infor<br>Pegasus Softw<br>Pegasus Softw<br>Pegasus Softw<br>Pegasus Softw<br>Pegasus Softw | 2007-08-17 10:05:34<br>2006-03-01 12:07:57<br>2010-05:06 15:42:15<br>2006-03-01 08:33:40<br>2010-10-20 10:01:12 |                       | Cancel<br>Help<br>Languages<br>Witzard |

| DataLink              | Туре   | Location & File                                                                                 |
|-----------------------|--------|-------------------------------------------------------------------------------------------------|
| XRL                   | Access | c:\Program Files\XRL\lsdatabase.mdb<br>or v1.45+ c:\Program Files\Infor PM QA\lsdatabase.mdb    |
| Sage Line50           | Access | c:\Program Files\Settings\Isalchemy\c50\companies.mdb                                           |
| CIS                   | Access | C:\Program Files\XRL\Settings\Isalchemy\CIS\ companies.mdb                                      |
| Operations            | FoxPro | c:\Operations II\system\system.dbc                                                              |
| Opera 3 / Opera<br>II | FoxPro | C:\Documents and Settings\All Users\Application<br>Data\Pegasus\O3 Server VFP\System\system.dbc |

For both Sage/CIS you will need to initially run the 'Install' button on the maintenance screen to create a snapshot of the companies.mdb file which can then be linked to as per the above paths. Whenever Users/Company information is changed, this installation routine must be re-run (but the paths still remain the same).

Highlight XRL and select Next>> button.

#### Step 8

A dialogue box appears prompting for the database type to use with Pegasus XRL. This must be Microsoft Access.

Select 'Next>>' button.

| Connection Wizard - XRL      | X                |
|------------------------------|------------------|
| Database<br>Microsoft Access |                  |
|                              |                  |
| Next >>                      | E <u>xit</u> elp |

### Step 9

Enter the location of the LSDATABASE.MDB. The default location is 'C:\Program Files\XRL'.

If more than one version of XRL is to be installed then the LSDATABASE.MDB should be copied to the Opera 3 / Opera II Enterprise server.

| C.\Program Files\VRL\LsDatabase.mdb                                                         |                         |
|---------------------------------------------------------------------------------------------|-------------------------|
| System Database                                                                             |                         |
| II<br>Time Out<br>0 seconds                                                                 |                         |
| << Back Next >> Egit                                                                        | Connection Wizard - XRL |
| ere is no System database.<br>ere is no requirement for time out.<br>elect 'Next>>' button. | Time Out<br>0 seconds   |
|                                                                                             |                         |

### Step 10

There is no requirement to enter any details on this screen. Select 'Next>>' button.

| Connection Wizard - XRL |                            |
|-------------------------|----------------------------|
| User ID                 |                            |
| Password                |                            |
|                         |                            |
|                         |                            |
|                         | E <u>x</u> it <u>H</u> elp |

### Step 11

The connection must be tested before XRL is used. Select the 'Test Connection' button.

| Connection Wize | ırd - XRL               |  |
|-----------------|-------------------------|--|
|                 |                         |  |
|                 | T. 10                   |  |
|                 | <u>T</u> est Connection |  |
|                 |                         |  |
|                 |                         |  |
|                 |                         |  |

If all is correct then the following screen will appear:-

| <ol> <li>ODBC connection test passed.</li> </ol> |
|--------------------------------------------------|
| V                                                |
| (K)                                              |

# Step 12

If the connection was successful then the user is taken back to the Connection Wizard screen. Highlight the Pegasus XRL line and select 'Next >>' button.

| Connection Wizard - Opera II  Product  XRL  Sage Line 50  Opera II |                                                                     |
|--------------------------------------------------------------------|---------------------------------------------------------------------|
|                                                                    | Connection Wizard - Opera 3 / Opera II Product XRL                  |
| <u> </u>                                                           | Sage Line 50<br>CIS<br>Operations II<br>Opera 3 / Opera II<br>1.44+ |

# Step 13

Ensure that the 'Enable' box is checked.

Ensure that Microsoft FoxPro is selected.

There is no requirement for an Alias to be entered.

| Connection Wizard - | Opera II |      | <u> </u> |
|---------------------|----------|------|----------|
| 🗙 Opera II          |          |      |          |
|                     |          |      |          |
| Database            |          |      |          |
| Microsoft FoxPro    | -        |      |          |
|                     |          |      |          |
|                     |          |      |          |
| Alias               |          |      |          |
| Allas               |          |      |          |
|                     |          |      |          |
|                     |          |      |          |
| Allds<br>           | Next >>  | Exit | Help     |

Once complete select the 'Next >>' button.

### Step 14

If users are using a Opera 3 / Opera II Enterprise SQL there is no difference to the connection setup except for the system.dbc path. The default path is ':\Opera 3 / Opera II SQL\system'

Enter the Opera 3 / Opera II Enterprise system.dbc path or find the database using the browse option. This will be typically located on the server.

| System Database<br>:\Documents and Settings\All Users\App |                                                           |                      |
|-----------------------------------------------------------|-----------------------------------------------------------|----------------------|
| Time Out                                                  | _                                                         | 1.44+/ 03            |
| CEM to ANSI                                               | Connection Wizard - Opera 3 / Opera II<br>System Database |                      |
| << Back Next >>                                           | C:\Documents and Settings\All Users\Applica               | tion Data\Pegasus\03 |

There is no requirement for the 'OEM to ANSI' to be checked. Select the 'Next >>'button when finished.

#### Step 15

There is no need to enter anything in the Options or Password boxes - Select 'Next >>'.

| Connection Wizard - Opera II |       |
|------------------------------|-------|
| Password Texestencesters     | 1.44+ |
|                              |       |
| Kext >>     Exit             |       |

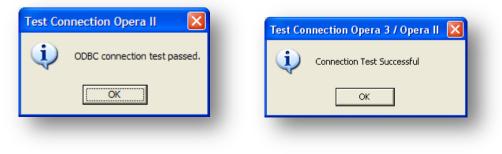
### Step 16

When finished setting up the Pegasus XRL connection the 'Test Connection' must be selected. This will test and create the connection to Opera 3 / Opera II Enterprise.



#### Step 17

If the connection is successful select OK



# Step 18

Once the connections are confirmed then the following screen appears. Select the 'Save' option to confirm all the connections.

| Product                      | Data Source Name        | Database | Version | Serduct Author | Date       | Save            |
|------------------------------|-------------------------|----------|---------|----------------|------------|-----------------|
| 2 🛑 XRL                      | C:\Program Files\XRL\   |          | 6.3.1-2 | Lasata Softwar | 2006-02-08 | Cancel          |
| 👅 Sage Line 50               |                         |          | 01.002  | Pegasus Softw  | 2006-02-27 | Lancel          |
| 🛛 🛑 Operations II            | C:\Operations II\system |          | 01.001  | Pegasus Softw  | 2006-02-27 |                 |
| 🖉 Opera II                   | C:\Opera II\system\sys  |          | 05.003  | Pegasus Softw  | 2006-02-22 | <u>H</u> elp    |
|                              |                         |          |         |                |            | Languages       |
|                              |                         |          |         |                |            | <u>₩</u> izard  |
| Product<br>Alias             | Sage Line 50            |          | 8       |                |            | Test Connection |
|                              |                         |          | Data    | abase          |            | <u>A</u> dd     |
|                              |                         |          | Mic     | rosoft Access  | -          |                 |
| File Name                    |                         |          |         |                |            |                 |
| File Name<br>System Database |                         |          |         |                |            |                 |
|                              |                         |          |         | İnstall        |            |                 |

| Product                    | Data Source Name                 | Database                | Version | DataLink Author    | Date       | Save           |
|----------------------------|----------------------------------|-------------------------|---------|--------------------|------------|----------------|
| <b>⊻●</b> XRL              | C:\Program Files\Infor           |                         | V10.0.4 | Infor              | 2007-08-17 | $\sim$         |
| 🗌 😣 Sage Line 50           |                                  |                         | 01.002  | Pegasus Softw      | 2006-03-01 | ⊆ancel         |
| <b>_</b> Sas               |                                  |                         | 01.003  | Pegasus Softw      | 2010-05-05 |                |
| Operations II              |                                  |                         | 01.001  | Pegasus Softw      |            | Help           |
| 🗹 🛑 Opera 3 / Opera II     | C:\Documents and Set             |                         | 05.026  | Pegasus Softw      | 2010-10-20 |                |
|                            |                                  |                         |         |                    |            | Languages      |
| <                          |                                  |                         |         |                    | >          | <u>W</u> izard |
|                            | ,                                |                         |         |                    |            |                |
|                            |                                  |                         | Datab   | ase                |            |                |
|                            |                                  |                         |         |                    |            | Add            |
|                            |                                  |                         | Micros  | ase<br>soft FoxPro | •          | Add            |
| System Database            | C:\Documents and Settings\All Us | ers\Application Data\Pe | Micros  |                    | •          | Add            |
| System Database<br>Options | C:\Documents and Settings\All Us | ers\Application Data\Pe | Micros  |                    | •          | Add            |
| -                          | C:\Documents and Settings\All Us | ers\Application Data\Pe | Micros  |                    | •          | Add            |

Do not select the close window cross as this will not save any connections.

If any of the DataConnectionLinks are not required then deselect the Enable option against the DataLink name.

# Manual Setup

It is possible to ignore the wizard at step 8 and manually enter the details in the client setup. Select the Exit bottom from the wizard.

#### **Client Setup**

This option must be configured to ensure Pegasus XRL knows where all the relevant databases are.

| duct                      | Data Source Name Databa               | se Version Serd                   | uct Author Date                                | <u>S</u> ave            |              |                 |
|---------------------------|---------------------------------------|-----------------------------------|------------------------------------------------|-------------------------|--------------|-----------------|
| XRL                       | C:\Program Files\XRL\                 |                                   | ta Softwar 2006-02-08                          | Cancel                  |              |                 |
| Sage Line 50              |                                       |                                   | asus Softw 2006-02-27                          |                         |              |                 |
| Operations II<br>Opera II | C:\Operations II\system               |                                   | asus Softw 2006-02-27<br>asus Softw 2006-02-22 | Help                    |              |                 |
| Upera II                  | C:\Opera II\system\sys                | 05.003 Pega                       | asus Softw 2006-02-22                          |                         |              |                 |
|                           | Client Setup                          |                                   |                                                |                         |              |                 |
|                           | Connection Details E-mail Other       | 1                                 |                                                |                         |              |                 |
|                           |                                       | -                                 | 1                                              |                         | 1            | Cours           |
|                           | Product                               | Data Source Name                  | Database                                       | Version DataLink Author | Date         | Save            |
| nection Details           | Z XRL                                 | C:\Program Files\Infor            |                                                | V10.0.4 Infor           | 2007-08-17   | Cancel          |
| oduct                     | Sage Line 50                          |                                   |                                                | 01.002 Pegasus Softw    |              | Cancer          |
|                           |                                       |                                   |                                                | 01.003 Pegasus Softw    |              |                 |
| as                        | Operations II                         | din i lai                         |                                                | 01.001 Pegasus Softw    |              | Help            |
|                           | 🗹 🛑 Opera 3 / Opera II                | C:\Documents and Set              |                                                | 05.026 Pegasus Softw    | . 2010-10-20 |                 |
|                           |                                       |                                   |                                                |                         |              | Languages       |
| le Name                   |                                       |                                   |                                                |                         |              |                 |
| stem Database             | <                                     |                                   |                                                |                         | >            | <u>W</u> izard  |
| er ID                     |                                       |                                   |                                                |                         |              |                 |
|                           | Connection Details                    |                                   |                                                | 🔽 Enable                |              |                 |
| assword                   | Product 🗙 🛛                           | pera 3 / Opera II                 |                                                |                         |              |                 |
| me Out                    | Alias                                 |                                   |                                                |                         |              | Test Connection |
|                           | · · · · · · · · · · · · · · · · · · · |                                   |                                                |                         |              |                 |
|                           |                                       |                                   |                                                | Database                |              |                 |
|                           |                                       |                                   |                                                |                         |              | Add             |
|                           |                                       |                                   |                                                | Microsoft FoxPro        | ▼            |                 |
|                           |                                       | tion Data\Pegasus\03 Server VF    |                                                |                         |              |                 |
|                           | Options C:\Documents a                | nd Settings\All Users\Application | Data\Pegasus\O3 Serve                          | r VFP\System\SYSTEM.DBC |              |                 |
|                           |                                       |                                   |                                                |                         |              |                 |
|                           | Password *                            | iotoiotokoiotoiok                 |                                                |                         |              |                 |
|                           | Time Out 1                            | 5 seconds                         | OEM to ANSI                                    |                         |              | 44+             |

XRL

- 1. Highlight the XRL line.
- 2. From the database drop down option selection select Microsoft Access.
- 3. Use the browse facility to find the LsDatabase database the default location is C:\Program Files\XRL\LsDatabase.mdb Ensure that if users have done a remote install then the Database that is selected must be the server version.
- 4. Test the connection.

If the connection is OK then the following message appears – and the question mark on the green circle disappears.

| Test Connection Opera II     | Test Connection Opera 3 / Opera II 🔀 |
|------------------------------|--------------------------------------|
| ODBC connection test passed. | Connection Test Successful           |
| (OK)                         | ОК                                   |

If users do not get a pass, ensure that the data path is correct and that they have selected the Access database type.

### **Opera 3 / Opera II Enterprise**

Select the Opera 3 / Opera II Enterprise line.

Select the FoxPro database option form the database dropdown box. Select the Data source that was created before from the drop down box. Test the connection.

| Product                             | Data Source Name        | Database | Version | Serduct Author           | Date       | Save      |
|-------------------------------------|-------------------------|----------|---------|--------------------------|------------|-----------|
| 2 🥮 XRL                             | C:\Program Files\XRL\   |          | 6.3.1-2 | Lasata Softwar           | 2006-02-08 | Cancel    |
| 👅 Sage Line 50                      |                         |          | 01.002  | Pegasus Softw            | 2006-02-27 | Lancei    |
| 🛛 🛑 Operations II                   | C:\Operations II\system |          | 01.001  | Pegasus Softw            | 2006-02-27 |           |
| Opera 3 / Opera II                  | C:\Opera II\system\sys  |          | 05.003  | Pegasus Softw            | 2006-02-22 | Help      |
|                                     |                         |          |         |                          |            | Languages |
|                                     |                         |          |         |                          |            | ₩izard    |
| Product<br>Alias                    | Sage Line 50            |          | 8       |                          |            |           |
|                                     |                         |          | - Data  | abase                    |            | Add       |
|                                     |                         |          |         |                          |            |           |
| File Name                           |                         |          | Mic     | rosoft Access            | <b>T</b>   |           |
| File Name                           |                         |          |         | rosoft Access            |            |           |
| <b>File Name</b><br>System Database | [<br>[                  |          | Mic     |                          |            |           |
|                                     |                         |          |         | rosoft Access<br>Install |            |           |

If the connection is OK then the following message appears – and the question mark on the green circle disappears.

If users do not get a pass ensure that the data path is correct and that they have selected the correct ODBC connection.

Once the tests have been completed and are successful then click the SAVE button.

#### **NB:** DO NOT CLICK CLOSE WITHOUT CLICKING THE SAVE BUTTON FIRST.

# Adding a Second System

Once the connections to Opera 3 / Opera II and XRL have been made, multiple systems can be added to XRL.

| Product                  | Data Source Name              | Database | Version | Serduct Author         | Date       | Save                   |                             |                        |
|--------------------------|-------------------------------|----------|---------|------------------------|------------|------------------------|-----------------------------|------------------------|
| Z 💭 XRL                  | C:\Program Files\XRL\         |          | 6.2.4   | Lasata Softwar         | 2005-07-21 |                        |                             |                        |
| 🛛 💭 Sage Line 50         | C:\Program Files\XRL\         |          | 01.001  | Pegasus Softw          | 2005-09-27 | Cancel                 |                             |                        |
| 🛛 💭 Opera II             | C:\Opera II\system\sys        |          | 05.002  | Lasata Softwar         | 2005-06-27 |                        |                             |                        |
|                          |                               |          |         |                        |            | Help                   |                             |                        |
|                          |                               |          |         |                        |            | Languages              | Client Setup                |                        |
|                          |                               |          |         |                        |            | Wizard                 | Cuent setup                 |                        |
| - 7                      |                               |          |         |                        | 2          |                        |                             |                        |
|                          |                               |          |         |                        |            |                        | Connection Details E-mail C | Other                  |
| Connection Details       |                               |          | VE      | nable                  | _ 1        |                        |                             |                        |
| Product                  | Opera II                      |          | - 😪 👘   |                        |            | Lest Connection        | Product                     | Data Source Name       |
| Floquet                  | Johera II                     |          | _ 🔿     |                        |            |                        |                             | C:\Program Files\Infor |
|                          |                               |          |         |                        |            |                        |                             |                        |
| Alias                    |                               |          |         |                        |            |                        |                             |                        |
| Alias                    |                               |          |         |                        |            | Connection ,           | Sage Line 50                |                        |
| Alias                    |                               |          | Data    | ibase                  |            | Connection<br>Database | Sage Line 50                |                        |
| Alias                    |                               |          |         | ibase<br>rosoft FoxPro |            |                        | Sage Line 50                | 1.44+                  |
|                          | CiOnera liivustemisustem etc. |          | Micr    |                        | •          |                        | Sage Line 50                |                        |
| Alias<br>System Database | C:\Opera II\system\system doc |          |         |                        | •          |                        | Sage Line 50                | 1.44+                  |
|                          | C:\Opera II\system\system dbc |          | Micr    |                        | •          |                        | Sage Line 50                |                        |

Adding another Opera 3 / Opera II Enterprise System is done in the Maintenance option in XRL.

- 1. Select the Add button. A small menu appears offering two options, connection and database.
- 2. Select Connection to add a further system.
- 3. When Connection is selected the following box is displayed offering users the chance to quit or to add another system. Select 'Yes'.

| opora o      | 3 / Opera II 🛛 🛛 🕅                             |
|--------------|------------------------------------------------|
| 2            | Create a new connection to Opera 3 / Opera II? |
| $\checkmark$ |                                                |
|              | Yes No                                         |
|              | NO                                             |

4. Enter a 5 unique alpha numeric code to identify the new system

| O3sy1 |  | — L | <u>0</u> K |
|-------|--|-----|------------|
| 00591 |  |     | Cancel     |
|       |  | -   |            |
|       |  |     |            |

5. The new system appears in the connection details area but as yet does not have a database assigned to it.

The new Connection is labelled 'Pegasus XRL (\*\*\*\*\*)', where \*\*\* is the new 5 alpha numeric code.

It has a green 'smartie' with a question mark inside.

Select the browse button at the side of the text box marked System Database.

| roduct                      | Data Source Name       | Database                                                       | Version     | Serduct Autho                  |                  | Save            |                                      |                                                                  |                          |                 |
|-----------------------------|------------------------|----------------------------------------------------------------|-------------|--------------------------------|------------------|-----------------|--------------------------------------|------------------------------------------------------------------|--------------------------|-----------------|
| <b>XRL</b>                  | C:\Program Files\XRL\  |                                                                | 6.2.4       | Lasata Softwa                  |                  | Cancel          |                                      |                                                                  |                          |                 |
| Sage Line 50                | C:\Program Files\XRL\  |                                                                | 01.001      | Pegasus Soft                   |                  |                 |                                      |                                                                  |                          |                 |
| Opera II<br>Opera II (No 2) | C:\Opera II\system\sys |                                                                | 05.002      | Lasata Softwa<br>Lasata Softwa |                  | Help            |                                      |                                                                  |                          |                 |
|                             |                        |                                                                |             |                                |                  |                 |                                      |                                                                  |                          |                 |
|                             |                        |                                                                |             |                                |                  | Languages       |                                      |                                                                  |                          |                 |
|                             |                        |                                                                |             |                                |                  | <u>₩</u> izard  |                                      |                                                                  |                          |                 |
|                             | TIII.                  |                                                                |             |                                | >                |                 |                                      |                                                                  |                          |                 |
| onnection Details           |                        |                                                                | <b>▼</b> E  | Enable                         | ]                |                 |                                      |                                                                  |                          |                 |
| Product                     | Opera II               |                                                                | X           |                                |                  | Iest Connection |                                      |                                                                  |                          |                 |
| Alias                       |                        |                                                                |             |                                | -                |                 |                                      |                                                                  |                          |                 |
| Code                        | No 2                   | Client Setup                                                   |             |                                |                  |                 |                                      |                                                                  |                          |                 |
| Password<br>Fime Out        | 15 seconds             | CIS<br>Operations<br>Opera 3 / 0<br>Opera 3 / 0<br>Opera 3 / 0 | Opera II    |                                | ocuments and Set |                 | 01.003<br>01.001<br>05.026<br>05.026 | Pegasus Softw<br>Pegasus Softw<br>Pegasus Softw<br>Pegasus Softw | 2006-03-01<br>2010-10-20 | Help            |
|                             |                        |                                                                | opera n (Oo | /sy1)                          |                  |                 | 03.020                               | regasus Jortwill                                                 | 2010-10-20               | Languages       |
|                             |                        | <                                                              |             |                                | 1111             |                 |                                      |                                                                  | >                        | <u>W</u> izard  |
|                             |                        | Connection Detai                                               | ls          |                                |                  |                 | ~                                    | Enable                                                           |                          |                 |
|                             |                        | Product                                                        | - 2         | Opera 3 / 0                    | pera II          |                 |                                      |                                                                  |                          | Test Connection |
|                             |                        | Code                                                           |             | O3sy1                          | _                |                 |                                      |                                                                  |                          |                 |
|                             |                        |                                                                |             | 1                              |                  |                 | Datab                                | ase                                                              |                          | Add             |
|                             |                        |                                                                |             |                                |                  |                 | Micro                                | soft FoxPro                                                      | -                        |                 |
|                             |                        | System Data                                                    | oase        |                                |                  |                 | J Ĺ                                  |                                                                  |                          | Delete          |
|                             |                        | Options                                                        |             |                                |                  |                 | -                                    |                                                                  |                          | - C             |
|                             |                        | Password                                                       |             | ****                           | okek             |                 |                                      | 1.44                                                             | _                        |                 |
|                             |                        | Time Out                                                       |             | 15                             | seconds          | CEM to ANSI     |                                      |                                                                  |                          |                 |

Browse for the second system.dbc file.

| )pen                              |                     |                       |   |         | ? 🔀          |
|-----------------------------------|---------------------|-----------------------|---|---------|--------------|
| Look in:                          | C System 1          |                       | • | 🗢 🗈 💣 🎫 |              |
| My Recent<br>Documents<br>Desktop | initData<br>Reports |                       |   |         |              |
| My Documents                      |                     |                       |   |         |              |
| My Computer                       |                     |                       |   |         |              |
|                                   | File <u>n</u> ame:  | System.dbc            |   | •       | <u>O</u> pen |
| My Network<br>Places              | Files of type:      | FoxPro system (*.dbc) |   | •       | Cancel       |

The new connection database will now appear in the connection details but the green 'smartie' still has a question mark with in it.

| Product             | Data Source Name                       | Database   | Version  | Serduct  | <u>S</u> ave    |
|---------------------|----------------------------------------|------------|----------|----------|-----------------|
| Z                   | C:\Program Files\XRL\LsDatabase.mdb    | 0 0 00 000 | 6.2.4    | Lasata ! |                 |
| Sage Line 50        | C:\Program Files\XRL\Settings\LsAlchem | AC5        | 01.001   | Pegasu . | Cancel          |
| 🗹 🛑 Opera II        | C:\Opera II\system\system.dbc          |            | 05.002   | Lasata ! |                 |
| 🛛 🕐 Opera II (No 2) | C:\Opera II\System1\System.dbc         |            | 05.002   | Lasata ( | Help            |
|                     |                                        |            |          |          | Languages       |
|                     |                                        |            |          |          | Wizard          |
|                     |                                        |            |          | >        |                 |
| Connection Details  |                                        | 🔽 Enabl    | e        |          |                 |
| Product             | Opera II                               | — X        |          | <b>?</b> | Lest Connection |
| Alias               |                                        |            |          | Ŭ        |                 |
| Code                | No 2                                   |            |          |          | Add             |
|                     |                                        | Database   | ,        |          |                 |
|                     |                                        | Microsoft  | t FoxPro | I.       | Delete          |
| System Database     | C:\Opera II\System1\System.dbc         |            |          |          |                 |
|                     |                                        |            |          |          |                 |
| Options             |                                        |            |          |          |                 |

Select the Test Connection button to confirm the connection.

The following box should appear if the connection has been established.

| Test Connection Opera II     | Test Connection Opera 3 / Opera II 🔀 |
|------------------------------|--------------------------------------|
| ODBC connection test passed. | Connection Test Successful           |
|                              | ОК                                   |

The second system is now available for use.

Select Save to continue – Do not close the box with the cross at the top right hand corner.

|                     |                                            | Database       | Version | Serduct  | <u>S</u> ave    |
|---------------------|--------------------------------------------|----------------|---------|----------|-----------------|
| Z 💭 XRL             | C:\Program Files\XRL\LsDatabase.mdb        |                | 6.2.4   | Lasata : | Cancel          |
| 🛛 💭 Sage Line 50    | C:\Program Files\XRL\Settings\LsAlchemy\C5 |                | 01.001  | Pegasu _ | Lancel          |
| 🛛 💭 Opera II        | C:\Opera II\system\system.dbc              |                | 05.002  | Lasata : |                 |
| 🛛 🛑 Opera II (No 2) | C:\Opera II\System1\System.dbc             |                | 05.002  | Lasata ! | <u>H</u> elp    |
|                     |                                            |                |         |          | Languages       |
|                     |                                            |                |         |          | Wizard          |
|                     |                                            |                |         | >        |                 |
| Connection Details  |                                            | Enable         |         |          | Lest Connection |
| Product             | Opera II                                   |                |         |          |                 |
| Alias               |                                            |                |         |          |                 |
| Code                | No 2                                       | Database       |         |          | ∆dd             |
|                     |                                            |                |         |          | Delete          |
|                     |                                            | Microsoft FoxF | '10     |          |                 |
| System Database     | C:\Opera II\System1\System.dbc             |                |         |          |                 |
| Options             |                                            |                |         |          |                 |
|                     |                                            |                |         |          |                 |

### Other Tab

If a server version of Pegasus XRL has been installed instead of standalone then the Other tab can be used to save any Favourites created in XRL to the server location instead of client location.

| Client Setup                    |              |
|---------------------------------|--------------|
| Connection Details E-mail Other |              |
| Favourites                      | Save         |
| Server                          | Cancel       |
| C Client                        |              |
| Systems Union Global Security   | <u>H</u> elp |
| C Security Enabled              | Languages    |
|                                 |              |
|                                 |              |
|                                 |              |
|                                 |              |
|                                 |              |
|                                 |              |
|                                 | Delete       |
|                                 |              |
|                                 |              |
|                                 |              |
|                                 |              |
|                                 |              |

There are no speed implications with storing favourites.

### E-mail Tab

Not used

| Mail Client     | Test | Sa         |
|-----------------|------|------------|
| с марі 🛛 😣      |      | ⊆ar        |
| © SMTP          |      |            |
| C Lotus         |      | <u>H</u> e |
|                 |      | Lang       |
| E-mail Settings |      |            |
| SMTP Server     |      |            |
| User Name       |      |            |
|                 |      |            |
| Password        |      |            |
|                 |      |            |
| E-mail Address  |      | Del        |
|                 |      |            |
|                 |      |            |
|                 |      |            |

# Completion

If the Configure Users and Profiles was not selected then complete the following step :- Once all the connections have been confirmed then the Installation Wizard Complete screen appears.

| Vision - InstallShield Wizard |                                                                                                                                  |
|-------------------------------|----------------------------------------------------------------------------------------------------------------------------------|
|                               | InstallShield Wizard Complete<br>The InstallShield Wizard has successfully installed Vision.<br>Click Finish to exit the wizard. |
|                               | < <u>B</u> ack <b>Finish</b> Cancel                                                                                              |

There is no need to reboot the PC the 'Finish' button can be checked. If the Configure Users and Profiles was selected then users are taken to the SETUP routine within Pegasus XRL:-

# **Final Installation Details**

### LSDATABASE.MDB

The LSDATABASE holds the following information

- Serialisation Key
- Users
- Profiles
- Query Templates
- Favourites
- Date Variables
- Log Files
- Product Views

If this database is reused – saved when uninstalling and then copied back into the XRL directory then all of the above will be available therefore there is no reason to re serialise or to re-setup users.

#### **DEMO VERSION**

If users wish to use Pegasus XRL as a demo version there is no need to serialise XRL. All that should be done to use the demo version

- 1. Map Guest User to a Profile.
- 2. Map the profile to an Opera 3 / Opera II Enterprise user.
- 3. Use this user to log into XRL.

### LIVE VERSION

Once connected to the Pegasus XRL and Pegasus XRL databases, and the Users and Profiles have been set up. It is necessary to enter the products' serialisation details.

It is important that users enter these details exactly as shown on the details sent by Pegasus or the serialisation code will be invalid. The letters, numbers and fields are all tied into the serialisation code.

The serialisation code will also check the licensed version of Opera 3 / Opera II Enterprise. If this does not match exactly, then serialisation will not be accepted.

The set up of Pegasus XRL should be done in the following manner

- 1. Set Up Profiles.Each User created must have a profile so profiles must be created first
- Set Up Users.Users are allocated to a profile so should be set up after Profiles but before serialisation. Users must be allocated to XRL and can not be until serialisation has taken place
- 3. Serialise XRL.Serialise should be done after Profiles and Users have been created.
- 4. Allocate.After all of the above Users must be allocated to XRL. The No of Users in the licence will govern the allocation of users For Example A 1 user licence can only have one user allocated.

# Accreditation Training Courseware

# Other Guides and Help

The following user documents are also provided with the respective software. Guides are available from various sources including Answerlink, the XRL CD and from the XRL Client installation's main folder, normally *C:\Program Files\XRL*. Some guides are also available from the XRL Help menu or respective software Help menu.

# **Readme File**

The Readme file is an HTML document. It contains late breaking news and any other release specific important information.

Note: This file can also be accessed from the XRL CD Installation Menu with regards to XRL.

# **Release Guide**

When new versions are released such as XRL, they are normally accompanied by a Release Guide that contains information such as What's New in this Release, Release History, and Functional Differences between versions.

**Note:** This guide can also be accessed from the XRL CD Installation Menu with regards to XRL.

# **Installation Guide**

The Installation Guide is provided to help you install the application in your chosen Windows environment. It contains technical information and advice to ensure the installation process is successful. This is part of the training guide

# **Demonstration Spreadsheets**

These Demonstration spreadsheets provide assistance to the XRL Product. It is recommended that the Help be used at the same time.

# **Implementation Guide**

The Implementation Guide provides a high-level view of an application such as XRL and how to approach an implementation. It details how the modules are integrated, and recommends the order in which elements should be set up.

# System Requirements Guide

The System Requirements Guide details the minimum and recommended computer hardware and software requirements that are required to install and use software such as XRL.

# Help

F1 Help provides details of all the functions available in the application.

# **Document Management & Executive Dashboards Guides**

Installation Guides are available for both Document Management and Executive Dashboards. A user guide is also available for Executive Dashboards. Help for Document Management is in the XRL Help.

**Note:** The guides are in the respective folders on the Opera 3 / Opera II CD and can be accessed from the Opera CD Installation Menu.

**Information Source includes:** Training Department, Support Department, Development/TPD Department, Technical Author, Vision XRL Engineers, Testing Department, other various members of staff. This manual has benefited from the input from all these sources. Thanks goes to all who have contributed to this manual.