REPORTER
USER GUIDE

STIBO SYSTEMS

STEP Trailblazer

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Introduction

STEP Reporter is a general reporting utility, which makes it possible to produce listings of Objects with relevant Attributes based on the supplied parameters to the specific report. Objects are such as Products, Assets, Classification nodes, Modules and Indexes.

In many cases, a report is a very convenient alternative to the listing of Objects produced by the standard search features. A report will provide a more detailed and a more focused overview on the Objects that meets the criteria.

The output from the reports is delivered in HTML or CSV format. The HTML format includes hyperlinks from the listed Objects to the database storage of this Object. It is then possible to navigate directly from the HTML report to the specific Object in the database. The CSV format is convenient for off-line manipulation of the report data, e.g. sorting and filtering, and for formatting the data for printouts.

The STEP Reporter package comes with a number of standard reports. Additional reports are available depending on whether you have the STEP PM license or STEPtrade license or not. For more information about standard reports and additional reports, see "Available Reports" on page 10.

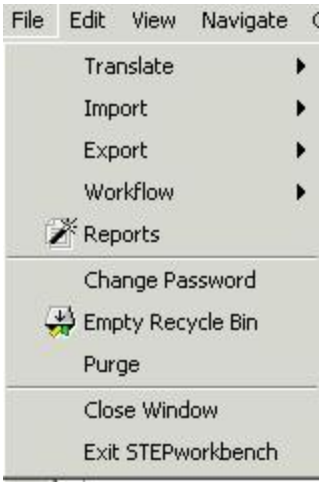
All reports are launched from a common Report Framework, which makes it easy to implement new standard or customized reports.

About the Reporter User Interface

STEP Reporter is managed from the STEP Workbench, which is the standard user interface to the STEP system. Please refer the STEP User Guide for a general introduction to the user interface.

Reports Command

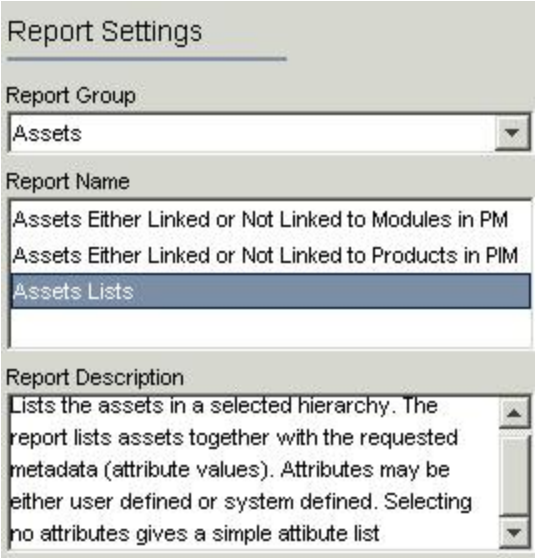
The **Reports** command is reached from the **File** menu.



The STEP Reports Wizard

When clicking **Reports** from the **File** menu, a Reports Wizard is launched. This wizard will guide the user through the steps required for producing a report.

Report Settings

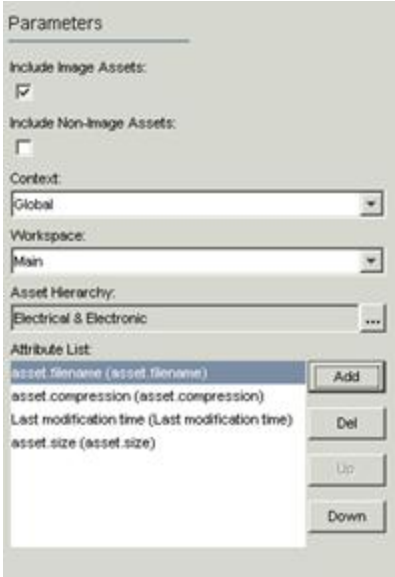


Report Group: The standard reports are divided into seven report groups. From the **Report Group** list, a group of reports can be selected. For example, select the group 'Assets'.

Report Name: In the **Report Name** list, the reports belonging to a selected group are listed. For example, select the report 'Asset Lists'.

Report Description: In this field a description of a selected report can be read. For example, the report 'Asset Lists' lists thumbnails of images with the selected attributes (metadata).

Parameters



Note: The example in the following is from the report 'Assets List'.

Include Image Assets: If this check box is selected, then Assets of the type 'Image' will be included in the report. Otherwise, they are excluded.

Include Non-Image Assets: If this check box is selected, then Asset that are not of the type 'Image' will be included in the report. Otherwise, they are excluded.

Important: You must select minimum one of the check boxes.

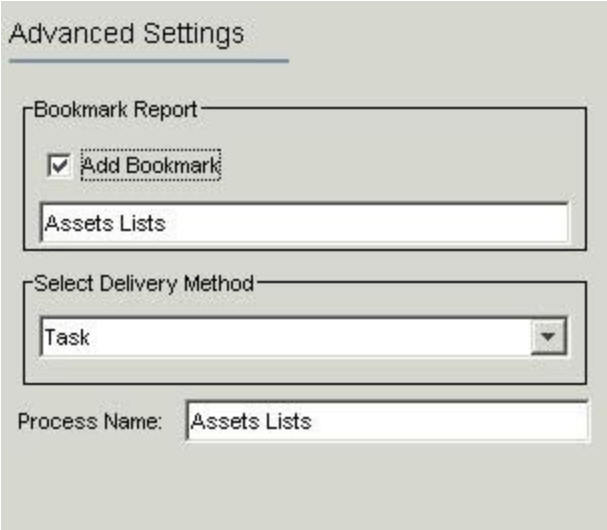
Context: From this list it is possible to select in which context, the report should be run - e.g. English, German, or French.

Workspace: From this list it is possible to select in which workspace, the report should be run - e.g. Staging, Main, or Approved.

Asset Hierarchy: In the hierarchy field, it is possible to select a node in the hierarchy, below which the report should run.

Attribute List: Pressing the **Add** button will open a list of attributes, and you can select one or more from this list. It is also possible to remove selected attributes from the list using the **Del** button and to specify the sequence of the attributes in the report by using the **Up** and **Down** buttons.

Advanced Settings

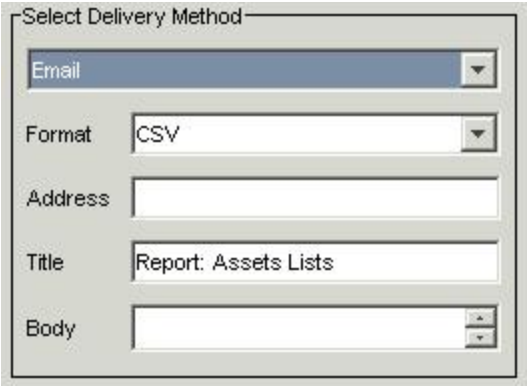


Bookmark Report: Optional: If the **Add Bookmark** check box is selected, it is possible to save the report settings in a bookmark. In this case you can e.g. reuse the 'Attribute List' and other specific settings for a new report.

Delivery Method: It is needed to select a delivery method for the report.

The are two delivery methods:

- If **Task** is selected, the report will be sent as a task through the workflow system when the report has been created. It is possible to key in a name for the task to be received.
- If **Email** has been selected, the report will be attached in an email. It is needed to specify the format of the attached report. The formats can either be CSV or HTML.



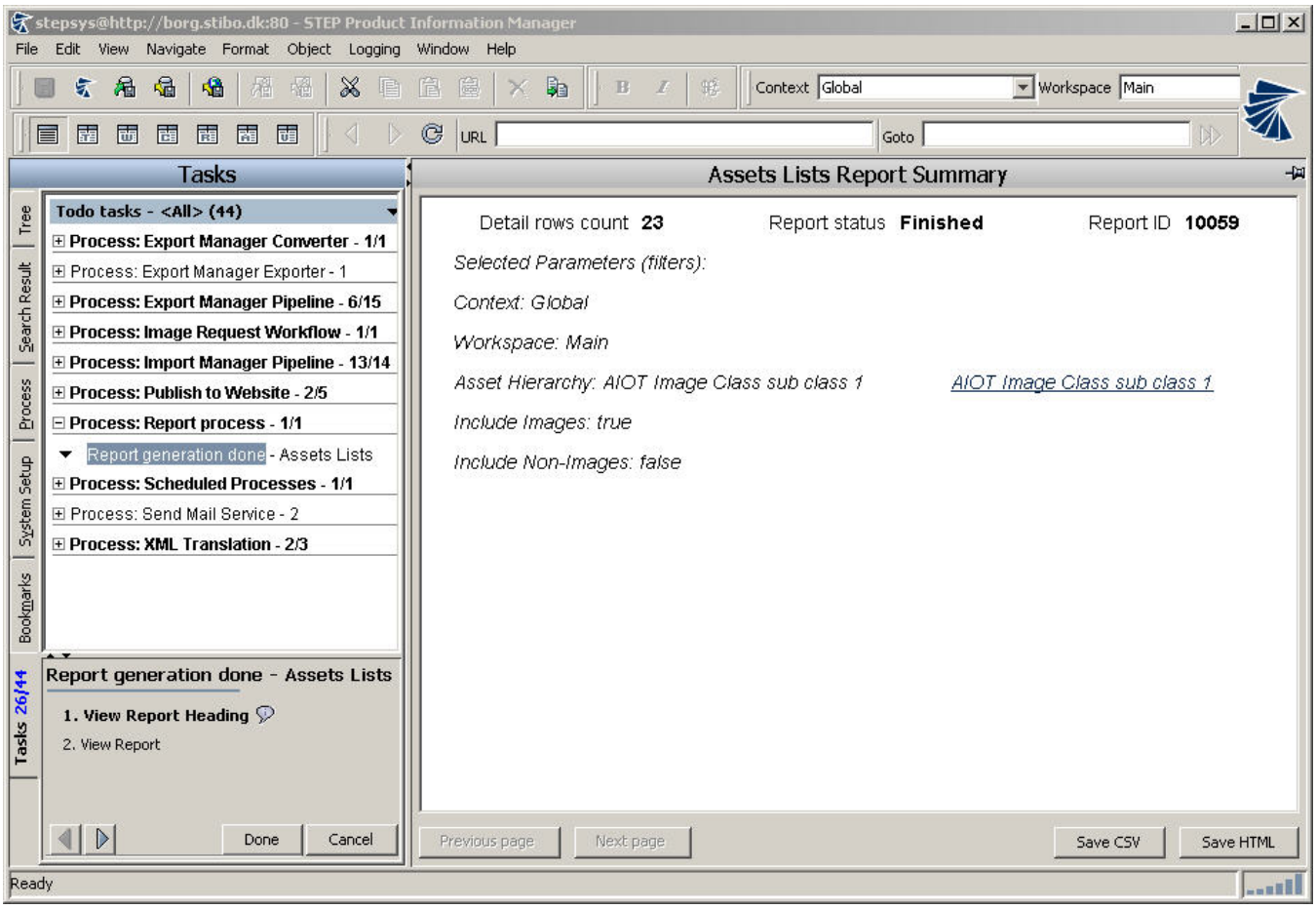
Delivery from STEP Reporter

STEP Reporter has two delivery methods, Task and Email (see "Advanced Settings" above for more information).

Below is a description of how to:

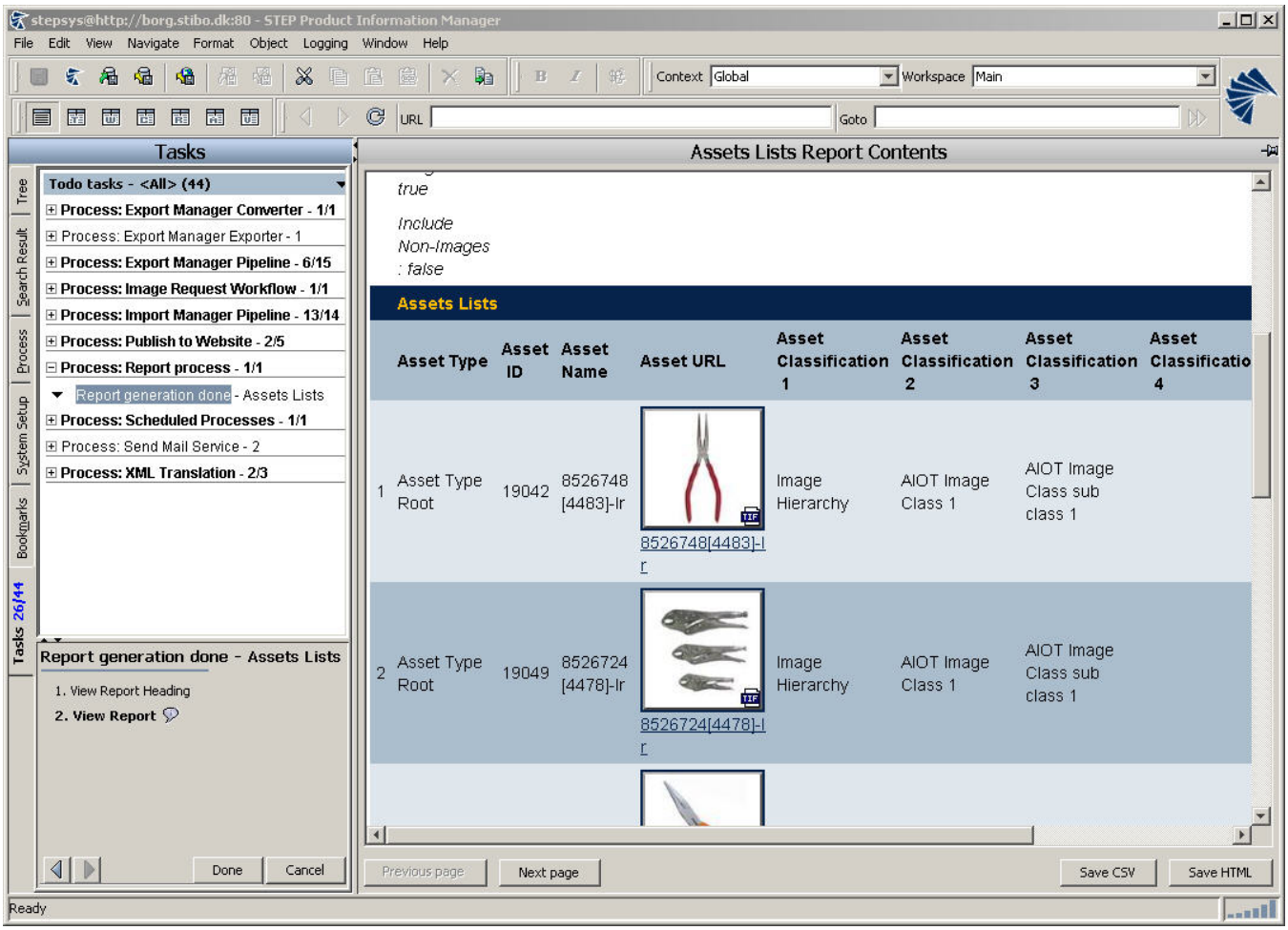
- pick up the report from STEP PIM
- save the file
- view the file in a report viewer
- delete the report

If the report is delivered as a Task, then you can navigate to the [Tasks] tab in STEPworkbench and pick up the report.



You can save the report to your local file system in CSV or HTML format, by clicking either **Save CSV** or **Save HTML**.

To view the report, click the right arrow (lower left corner) to move to step 2 **View Report**. If the list is long, click **Next Page** to see more.



The viewer is integrated into STEPworkbench. This means, that a click on an “URL” in the report viewer automatically navigates STEPworkbench to the selected Object.

stepsys@http://borg.stibo.dk:80 - STEP Product Information Manager

File Edit View Navigate Format Object Logging Window Help

Context Global Workspace Main

URL Goto

Tasks

Todo tasks - <All> (44)

- Process: Export Manager Converter - 1/1
- Process: Export Manager Exporter - 1
- Process: Export Manager Pipeline - 6/15
- Process: Image Request Workflow - 1/1
- Process: Import Manager Pipeline - 13/14
- Process: Publish to Website - 2/5
- Process: Report process - 1/1
  - Report generation done - Assets Lists
- Process: Scheduled Processes - 1/1
- Process: Send Mail Service - 2
- Process: XML Translation - 2/3

Report generation done - Assets Lists

1. View Report Heading
2. **View Report**

Done Cancel

Assets Lists Report Contents

true

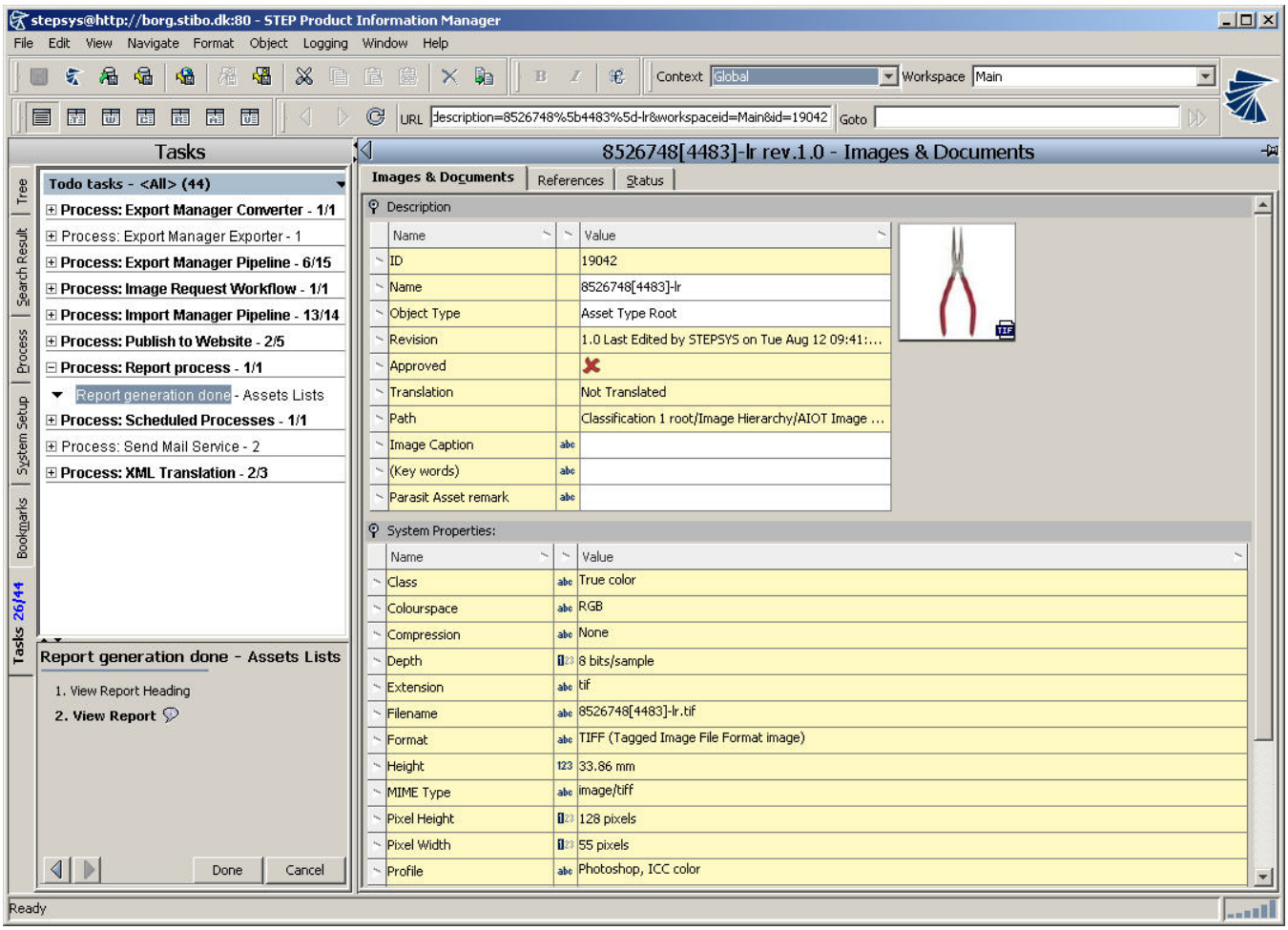
Include Non-Images : false

Assets Lists

	Asset Type	Asset ID	Asset Name	Asset URL	Asset Classification 1	Asset Classification 2	Asset Classification 3	Asset Classificatio 4
1	Asset Type Root	19042	8526748 [4483]-lr	8526748[4483]-lr	Image Hierarchy	AIOT Image Class 1	AIOT Image Class sub class 1	
2	Asset Type Root	19049	8526724 [4478]-lr	8526724[4478]-lr	Image Hierarchy	AIOT Image Class 1	AIOT Image Class sub class 1	

Previous page Next page Save CSV Save HTML

Ready



You delete the report by clicking **Done**.

Available Reports

Below is a description of the:

- Standard reports available with STEP PIM.
- Additional reports available with a STEP PM license.
- Additional reports available with a STEPtrade license.

Standard STEP PIM Reports

Report Name	Description of Report Content
Assets Either Linked or Not Linked to Products	This report lists all assets in one selected hierarchy that are either referenced or not referenced by products in another selected hierarchy.

Report Name	Description of Report Content
in STEP PIM	
Assets Lists	This report lists the assets in a selected hierarchy. The report lists assets together with the requested metadata (attribute values). Attributes may be either user defined or system defined. Selecting no attributes gives a simple attribute list.
Orphaned Product Values	This report lists all products and their values where the attribute is not linked (valid) in the product path.
Product Attributes Linked To A Product	This report lists all product attributes that are directly linked to the selected product hierarchy node. Optionally lists inherited attributes and those linked below the selected product.
Products Linked Multiple Times in Classification	This report lists products which are linked to more than one location in the selected classification hierarchy.
Products Linked Only Once in Classification	This report lists products which are linked to only one location in the selected classification hierarchy.
Products Not Linked in Classification	This report lists products which are not linked anywhere in the selected classification hierarchy.
Products and Attribute Values	This report lists all products within the selected product node. There are options to include inherited values, empty values, and units.
Products and Selected Product Attribute Values	This report lists all the products in the selected node in the PIM, and allows you to select the product attributes and their values to extract for each product. You may select a node either in the Primary Product Classification or an Alternate Classification.
Product-attributes with invalid numbers	This report lists all objects with values that were legal but contains spaces.
Classifications in the Recycle Bin	This report lists all classifications in the Recycle Bin. You can limit the report to items with or without references or those in use or not.
Documents in the	This report lists all documents in the Recycle Bin. You can limit the report to items with or

Report Name	Description of Report Content
Recycle Bin	without references or those in use or not.
Images in the Recycle Bin	This report lists all images in the Recycle Bin. You can limit the report to items with or without references or those in use or not.
Products in the Recycle Bin	This report lists all products in the Recycle Bin. You can limit the report to items with or without references or those in use or not.
Product References	This report lists the product-oriented references that are in effect for products within the selected product classification.

Additional STEP PM Reports

Report Name	Description of Report Content
Assets Either Linked or Not Linked to Modules in STEP PM	This report lists all assets in one selected hierarchy that are either referenced or not referenced by modules in a selected STEP PM hierarchy.
Basic Index Listing	This report shows a simple list of all index entries for a selected index. Optionally, you may select to list the index entries that are used, or not used, or all entries.
Consolidated Index	This report lists each index entry and all the modules that reference it. It shows one record per index entry, and all modules linked to that entry are reported in one go.
Modules With No Index Entries	This report lists all the modules which do not have index entries.
Non-Consolidated Index	This report lists each index entry and all the modules that reference it. It shows one record per index entry per module that is linked to that entry.
Element and Sub-element Type Usage in Modules	This report lists all Elements and their Subtypes used in modules that are in a selected module hierarchy and publication.

Report Name	Description of Report Content
Exception Report for Row and Column Publication Links in Tables	This report gives an exception list of all the rows and columns in tables and the Publication Group or Publication Context to which they are linked when they are not linked to the selected primary Publication. The report lists the rows and columns below that selected publication. It does not report any rows/columns linked to a publication which is higher in the publication hierarchy than the selected primary Publication. The report also lists any rows/columns that are suppressed either at or below the selected primary Publication.

Report Name	Description of Report Content
Image Usage In Modules	This report shows a simple list of all images that are in a selected module hierarchy and publication.
Modules With Empty Graphic Elements	This report lists all modules in a selected hierarchy that contain graphic elements which are not linked to a graphic.
Modules Without Images	This report lists all modules in a selected hierarchy that do not have any image reference.
Modules with inline References	This report lists all inline references that are in use by modules that are in a selected module hierarchy and publication. Optionally you may select to list inline references in modules that refer to invalid or non-resolvable information.
Product Attribute Usage in Modules	This report lists all product attributes referenced in modules that are in a selected module hierarchy and publication. Optionally, only selected attributes are listed.
Product Usage in Modules - Full Attribute List	This report lists all products and attributes that are referenced in tables by modules that are in a selected hierarchy and publication.
Product Usage in Modules - Simple Product List	This report lists all products that are referenced in tables by modules that are in a selected hierarchy and publication.
Products Used in PM and Product Attribute Values	This report lists the products that are being referenced by a module or modules in the selected PM hierarchy. You may select the product attributes to extract for each referenced product.

Report Name	Description of Report Content
Simple Module List	This report lists all modules that are in a selected module hierarchy and publication. Optionally, you may select to include the total word count of all the text elements in the module, the translation status and which layout generator has been applied.

Report Name	Description of Report Content
Product Usage/Non-usage in STEP PM	This report lists products in a selected PIM hierarchy that are being used in a selected PM hierarchy. Alternatively you can show products not in use.
Modules in the Recycle Bin	This report lists all modules in the Recycle Bin. You can limit the report to items with or without references or those in use or not.
Free Text in Tables	This report looks for tables cells that have at least one partial cell as a text element.
Price, Price Break, and Other Inconsistencies in Tables	This report looks for potential pricing problems and repetitious products in a selected hierarchy. The checks include looking for situations where P1 is less than P2 etc, where Price Breaks are not compatible, e.g. PB1 =2-5 and PB2 =4-9, and where attributes or products are repeated in the same table.
Zero, Null, or Non-Numeric in Price Cells in Tables	This report looks for table cells that make a reference to a price, and where the value is either zero, non-existent, or does not have a numeric, e.g. “N/A” or “Call”.

Additional STEPtrade Reports

Report Name	Description of Report Content
Missing Product Attribute Values	This report lists all products in a selected eCatalog that do not have values for selected attributes.
Price Integrity	This report lists all Products in a selected eCatalog that do not have any prices or has a higher price for a higher quantity break.