CSC Feed

Production Manual

Version 0.1

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# Document control

## About this document

|  |  |
| --- | --- |
| Author | Mohammad Mostafa Kamal |
| File location | SVN |
| Status | Draft |
| Confidentiality | This document is confidential and must not be distributed outside of IMS Health. |
| Copyright | © 2011 IMS Health Incorporated or its affiliates. All rights reserved. |

## Changes made to this document

| Version | Sections changed or created | Date of change | Author or contributor name | Change summary |
| --- | --- | --- | --- | --- |
| 0.1 | All | 25-10-11 | Mohammad Mostafa kamal | Document created |
|  |  |  |  |  |

## Purpose of this document

*This document specifies the defined steps for running a production that can be re-run on different schedules. It is important the person performing the installation is following this script step by step and is proofing the adherence to the document by filling the expected results and confirming with his signatures.*

## Audience for this document

*This document has been written for:*

* *Production Team*
* *Infrastructure Teams*

# Approval Section

|  |  |  |
| --- | --- | --- |
| **Author** | **Date:** | **Signature:** |
| First/Last Name Role/Function Company Location |  |  |
| **Approver(s)** |  |  |
| Approving for....  First/Last Name Role/Function Company Location |  |  |
| Approving for....  First/Last Name Role/Function Company Location |  |  |

# Process Specifications

|  |  |  |
| --- | --- | --- |
| **Installation Review** | **Name/Details** | **Date & Signature** |
| **Executed by:** | *First/Last Name Role/Function Company, Location* |  |
| **Results reviewed & approved by :** | *First/Last Name Role/Function Company, Location* |  |
| **Results reviewed & approved by:** | *First/Last Name Role/Function Company, Location* |  |

## Process Specifications: Production Schedule

Need to submit query in MMIDAS for input data.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Occurrence** | **Date (Live Data)** | **Delivery Deadline** | **Project commence date** | **Project End Date** |
| **Quarterly**   * **Monthly**   **Bi-weekly**  **Weekly**  **daily** | **Need to submit query during 4-7 every month** | **The next day after data being live** |  |  |

## Process Specifications: Back up and Download Data

| **Step #** | **Step Description** | **Expected Result** | **Full-Filled (Yes/No)** | **Failover Action #** |
| --- | --- | --- | --- | --- |
| **Process** | | | | |
|  | Log in to the server specified in [Appendix A2](#_Appendix_A2:_Processing) | Log in successful |  | 1 |
|  | Go to the D:\Customers\CSC\Data\Input  Take backup of the file **CSC.zip**  in to the location  D:\Customers\CSC\Data\Input\Backup |  |  | 1 |
|  | Go to the location D:\Customers\CSC\Data\Output  Take Backup of the file  CSCDVyymmm.zip where last 2 mm of mmm refers to the last month in numeric value with fixed m up front  e.g. CSCDV11m07.zip |  |  |  |
|  | Required data for this production is downloaded from MIDAS. This download process will be either done by OCD 2nd level support or done under supervision of OCD 2nd level support. Required server information will also be provided by them. |  |  |  |
|  | Now open the directory where ptt file is located |  |  | 1 |
|  | The ptt files are saved in a folder which is named according to yyyymm where yyyy refers to the current year while mm referring to the current month  Make a copy of any previous folder and rename it according to yyyymm using latest month and year. |  |  | 1 |
|  | Now open the file **CSCFDB.ptt** with textpad and edit the month range part which is being marked in the image below:  CSC_Feed_1.PNG |  |  |  |
|  | For example, this query is for March, 2011. For April,2011 we have to update like this **MTH5/08 TO MTH4/11** |  |  |  |
|  | Open the application **IMS MMIDAS Partner** |  |  |  |
|  | Log in by using following credential :  First select **Type** then **User ID**.  **Type:** Database.  **User ID:** L00822  **Password:** DHAKAPRD  Here is a screenshot of how the prompt box look like:  untitled |  |  |  |
|  | After log in there will be a screen like this  untitled1 |  |  |  |
|  | Press the button **'Catalog'** |  |  |  |
|  | After update is completed, press the **refresh** button. |  |  |  |
|  | Now do the following:  Select the menu **View**  and select **Show all queries** |  |  |  |
|  | Check whether the Query already exists in the Status Monitor. If exists then delete that by doing following:  **Select the Query -> Right Click -> Delete**  CSC_Feed_2.png |  |  |  |
|  | go to the Server Monitor -> 'Teletype' Tab to set the query there  select the query via 'Open' tab  untitled4 |  |  |  |
|  | Press the **'Submit'** button.  untitled5 |  |  |  |
|  | Another window will pop up named 'Submit Options'**.** |  |  |  |
|  | Fill the options with following information:   * **Description:** Give a name for the query. [Better to give relevant name respecting the project with time period to be understand easily later. like '*Pfizer SCBU Feb,2011*'] * **Run Mode:** This should always be 'Overnight' selected. * **Price Check:** This should always be 'No price approval required' selected.   The pop up will look like the following:  untitled6 |  |  |  |
|  | After all the selection press 'OK' to be submitted at the MMidas |  |  |  |
|  | After immediate submission of the query the screen should be like this.  untitled7 |  |  |  |
|  | The status message will be changed. The next message will be '*Queued on Mainframe'*  untitled8 |  |  |  |
|  | The Next message will be '*Waiting to be processed*'. |  |  |  |
|  | The Next message is *'Ready for Download'*.  After getting this message right click on the file download the file  untitled10 |  |  |  |
|  | Then one message box will pop up. Select 'OK' if it's the right file.  untitled11 |  |  |  |
|  | After the file has been download the status message will be 'Downloaded'. |  |  |  |
|  | By default the file will be saved at the location  C:\IMS Health\IMS partner\Report  untitled13 |  |  |  |
|  | Move the file to the folder D:\Customers\CSC\Data\Input of the server specified in [Appendix A2](#_Appendix_A2:_Processing) |  |  |  |

## Download Data: Failover Actions

| **Action #** | **Action Description** | **Owner** |
| --- | --- | --- |
|  | Contact OCD 2nd level support. |  |

## Process Specifications: Production Process

| **Step #** | **Step Description** | **Expected Result** | **Full-Filled (Yes/No)** | **Failover Action #** |
| --- | --- | --- | --- | --- |
| **Process** | | | | |
|  | Log in to the server specified in [Appendix A2](#_Appendix_A2:_Processing) using the credentials provided |  |  | 1 |
|  | Go to the location  D:\Customers\CSC\Data\Input |  |  |  |
|  | Rename the **.ims** file as **IRL.ZIP** |  |  |  |
|  | Extract the zip file. There will be 7 files which are named as:   1. CSCFDB.BIT 2. CSCFDB.COD 3. CSCFDB.DAT 4. CSCFDB.HDR 5. CSCFDB.IND 6. CSCFDB.NAM 7. DBCSCFDB.PRM | Extraction successfull |  | 1 |
|  | Go to the location D:\Customers\CSC\SSIS\CSC\_DATA\_FEED |  |  |  |
|  | Open **CSC\_DATA\_FEED.sln** |  |  |  |
|  | Now set **Final\_Step\_ALL\_Data\_Load.dtsx** package as startup object |  |  |  |
|  | Now execute the package |  |  |  |
|  | It will generate the output files. |  |  |  |
| **Testing** | | | | |
|  |  |  |  | 1 |

## Production Process: Failover Actions

| **Action #** | **Action Description** | **Owner** |
| --- | --- | --- |
|  | Contact OCD 2nd level support. |  |

## Process Specifications: QA

| **Step #** | **Step Description** | **Expected Result** | **Full-Filled (Yes/No)** | **Failover Action #** |
| --- | --- | --- | --- | --- |
| **Process** | | | | |
|  |  |  |  | 1 |
|  |  |  |  |  |
|  |  |  |  |  |

## Production Process: Failover Actions

| **Action #** | **Action Description** | **Owner** |
| --- | --- | --- |
|  | Contact OCD 2nd level support. |  |

## Process Specifications: Final Delivery

| **Step #** | **Step Description** | **Expected Result** | **Full-Filled (Yes/No)** | **Failover Action #** |
| --- | --- | --- | --- | --- |
| **Process** | | | | |
|  | Login to the server specified in [Appendix A2](#_Appendix_A2:_Processing) using provided credentials. |  |  | 1 |
|  | Browse to the folder:  **D:\Customers\CSC\Data\Output\Aload** |  |  |  |
|  | There will be following files ready for delivery:   1. CSC.BIT 2. CSC.COD 3. CSC.DAT 4. CSC.HDR 5. CSC.IND 6. CSC.NAM 7. DBCSC.PRM |  |  |  |
|  | * Open DBCSC.PRM with textpad * Delete the following rows:   *@NAMES\_FILE 1*  *CSCDBD.NAM*  *@CODE\_FILE 1*  *CSCDBD.COD*  *@DATA\_FILE 1*  *CSCDBD.DAT* |  |  |  |
|  | Move the files in a folder and name them as  CSCDVyymmm  Where, yy refers to the latest year and last 2 m refers to the latest month leaving the middle m fixed. |  |  |  |
|  | Zip the folder as  CSCDVyymmm.zip  Where, yy refers to the latest year and last 2 m refers to the latest month leaving the middle m fixed. |  |  |  |
|  | Now mail the zip file to Ben Turner |  |  |  |

## Final Delivery: Failover Actions

| **Action #** | **Action Description** | **Owner** |
| --- | --- | --- |
| 1 | Contact OCD 2nd level support. |  |

# Process Summary & Deviations

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Process Summary** | | | | | | | |
| *Write quick summary of production process, what do the results showing us, is the system stable and can go into production?* | | | | | | | |
| Successfully Executed & Delivery Accepted | |  | Successfully Executed with Deviations, see table below | |  | Not Accepted, Need to Re-Run the Process, see deviations in table below |  |
| Deviation resolution file is maintained here: | | *Add ARC location or JTRAC instance name* | | | | | |
| **Deviation #** | **Process Step #** | | | **Deviation Description** | | | |
| *D001* | *1.5.2* | | | *Deviation description, what was expected, what has happened?* | | | |
|  |  | | |  | | | |
|  |  | | |  | | | |
|  |  | | |  | | | |
|  |  | | |  | | | |
|  |  | | |  | | | |
|  |  | | |  | | | |

**Table x:** Process Summary & Deviations

# Appendices

## Appendix A1: Download Server Information

|  |  |
| --- | --- |
| **Key** | **Value** |
| **Server:** | **MMIDAS** |
| **Username:** |  |
| **Password:** |  |
| **Location** |  |

## Appendix A2: Processing Server Information

|  |  |
| --- | --- |
| **Key** | **Value** |
| **Server:** | 10.44.171.23 |
| **User id:** | DACASVC-RDPAdmin |
| **Password:** | Ask OCD 2nd level support |
|  |  |
|  |  |

# References / Glossary

## References

The table below lists other materials that are relevant to this document.

|  |  |  |  |
| --- | --- | --- | --- |
| Document Title | Document Name/Number | Version / Date | Author /Location |
| Production Checklist | Production Checklist | 1.0 | OCD Team |
|  |  |  |  |

## Glossary / Abbreviations

Below is a glossary of terms that may be used in this document.

| **Glossary Term** | **Explanation** |
| --- | --- |
|  |  |

| **Abbreviation** | **Explanation** |
| --- | --- |
| OCD | Ongoing client delivery team |
|  |  |