Pfizer EDW FR GERS

Production Manual

Version 1.0

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# Document control

## About this document

|  |  |
| --- | --- |
| Author | Dilruba Shareen |
| File location | SVN |
| Status | Released |
| 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 |
| --- | --- | --- | --- | --- |
| 1.0 | All | 19-4-2012 | Dilruba Shareen | 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

Data is expected to be live on **first week of each month**.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Occurrence** | **Date (Live Data)** | **Delivery Deadline** | **Project commence date** | **Project End Date** |
| **Quarterly**   * **Monthly**   **Bi-weekly**  **Weekly**  **daily** | **first week of each month** | **Two day from the notification** |  |  |

## Process Specifications: Back up data

| **Step #** | **Step Description** | **Expected Result** | **Full-Filled (Yes/No)** | **Failover Action #** |
| --- | --- | --- | --- | --- |
| **Process** | | | | |
|  | **Input:**  **Log in to Processing server mention in** [**AppendixA1**](#_Appendix_A1:_Processing) **and go to**     * **D:\CustomData\Pfizer\_EDW\Data\Input\France\_GERS\BaU**   Select all the files of the above location and send them in a compressed (zipped) folder and rename it YYYYMM  YYYY=year  MM=previous month  [Suppose for the month February 2012 the compressed folder name will be  201202 ]   * Move the newly created compressed folder in the below location   **D:\CustomData\Pfizer\_EDW\Data\Input\France\_GERS\BaU\\_bak**   * Delete all the files from the below location   **D:\CustomData\Pfizer\_EDW\Data\Input\France\_GERS\BaU**   * Copy the below two folder in the following location   **D:\CustomData\Pfizer\_EDW\Data\Input\France\_GERS\BaU**   1. FR\_RETAIL\_SALES\_YYYYMM\_2200004\_X.zip 2. GERS-DOM-YYYYMM.zip  * Extract the above two folder into the location   **D:\CustomData\Pfizer\_EDW\Data\Input\France\_GERS\BaU**   * After extraction this location **D:\CustomData\Pfizer\_EDW\Data\Input\France\_GERS\BaU**   contains the below files   * 1. Data\_971   2. Data\_972   3. Data\_973   4. Data\_974\_1   5. Data\_974\_2   6. Data\_974\_3   7. Data\_974\_4   8. Data\_987   9. Data\_988   10. FR\_GEOGRAPHY\_GEO\_YYYYMM\_2200004\_X.TXT   11. FR\_MEASURES\_ YYYYMM \_2200004\_ X.TXT   12. FR\_PERIOD\_PER\_ YYYYMM \_2200004\_X.TXT   13. FR\_PRODUCT\_PRO\_ YYYYMM \_2200004\_X.TXT   14. FR\_RETAIL\_SALES\_ YYYYMM \_2200004\_X.TXT   15. FR\_SPECIALITY\_SPE\_ YYYYMM \_2200004\_X.TXT   16. SYS\_CONTROL\_TABLE.TXT   17. SYS\_DIMENSION\_DEFINITIONS.TXT   18. SYS\_FACT\_DEFINITIONS.TXT * Go to the location **D:\CustomData\Pfizer\_EDW\SSIS\FR\_GERS\_BAU\SSIS** * Open the **Pfizer\_FR\_GERS\_Integrated.sln file** with Microsoft Visual Studio 2008 * Open the package named **ImportData (1).dtsx**ImportPackage1.jpg * Go to the connection manager named  1. IMPORT\_GEO 2. IMPORT\_PERIOD 3. IMPORT\_PRODUCT 4. IMPORT\_SPECIALITY   and change their **file name** and tick the **Unicode** option in the general tab.   * Select **Text Qualifier:"**   **Header row delimiter:{CR} {LF}**  **Header rows to skip: 0**   * Then go the **Columns** Tab and select   **Row delimiter: {LF}** and  **Column delimiter: Comma{,}**   * In the advanced tab select all the columns select   **data types: Unicode string [DT\_WSTR]**  **Output column width:50**  **Text Qualified: True**   * Go to the **Preview Tab** and click Ok to finish the process. * In the above process go to the connection managers named  1. IMPORT\_GEO 2. IMPORT\_PERIOD 3. IMPORT\_PRODUCT 4. IMPORT\_SPECIALITY   2012-04-20_125757.png   * After changing the above properties of the above connection managers select the **IMPORT\_RETAIL\_SALES** connection manager and right click and edit. * Change the **filename** with the browse option and select the file named **FR\_RETAIL\_SALES\_ YYYYMM \_2200004\_4.TXT** * Select **Text Qualifier:<none>,**   **Header row delimiter:{CR} {LF}**  **Header rows to skip: 0**   * Then go the **Columns** Tab and select   **Row delimiter: {CR}{LF}** and  **Column delimiter: Comma{,}**   * In the advanced tab select all the columns select   **data types: Unicode string [DT\_WSTR]**  **Output column width:50**  **Text Qualified: True**   * Go to the **Preview Tab** and click Ok to finish the process.   2012-04-20_131026.png   * Then execute the package and go to the below location   **D:\CustomData\Pfizer\_EDW\Data\Input\France\_GERS\BaU**   * Now open the following files and remove the first row of each file and save those file as its previous name   1. Data\_971   2. Data\_972   3. Data\_973   4. Data\_974\_1   5. Data\_974\_2   6. Data\_974\_3   7. Data\_974\_4   8. Data\_987   9. Data\_988   2012-04-19_182300.png   * Go to the SQL Server Management Studio and log in with   **Server Type: Database engine**  **Server Name:** **10.44.171.43\SQL2K8R2**  **Authentication: SQL Server Authentication**  **Login: PFIZER\_EDW\_FEED**  **Password:** **PFIZER\_EDW\_FEED**   * Now select the database **PFIZER\_EDW\_FEED\_FR** * Now open the query editor window and open the **IMPORT\_FR\_BAU\_GERS\_FACT.sql** from the location   **D:\CustomData\Pfizer\_EDW\SSIS\FR\_GERS\_BAU\Table**  2012-04-20_130631.png   * Delete two column from the table and add two columns in the table script according to the data. * Now open the package **ImportGERS data.dtsx**   **GERS import.jpg**   * Go to the connection manager named **ConnectionFile** and change the file name with the GERS file name if no error elso follow as bellow   **2012-04-20_151427.png**  **----reset column**  **---error delet invalid column refrence**  **---if needed delet the destination and add again**  **--then mapping with “copy of………”**       * Open the connection manager named **ConnectionFile** and select **filename** with the browse option and select the file named **Data\_971.xlsx** * Select **Text Qualifier: "**   **Header row delimiter:{CR} {LF}**  **Header rows to skip: 0**   * Then go the **Columns** Tab and select   **Row delimiter: {CR}{LF}** and  **Column delimiter: Semicolon {;}**   * In the advanced tab select all the columns select   **data types: Unicode string [DT\_STR]**  **Output column width:50**  **Text Qualified: True**   * Go to the **Preview Tab** and click Ok to finish the process. * Then execute the package. | Successful backup |  | 1 |
| 2. | **Process:**   * After successful accomplishment of the package go to SQL Server Management Studio and log in with   **Server Type: Database engine**  **Server Name:** **10.44.171.43\SQL2K8R2**  **Authentication: SQL Server Authentication**  **Login: PFIZER\_EDW\_FEED**  **Password:** **PFIZER\_EDW\_FEED**   * Now select the database **PFIZER\_EDW\_FEED\_FR** * Now open the query editor window and execute the following query   exec dbo.SP\_FRANCE\_BAU\_GERS\_INTEGRATION\_WORKFLOW |  |  |  |
| 3. | **Output:**   * Open the package **Export. Dtsx**   **2012-04-20_104814.png**   * Go to the location **D:\CustomData\Pfizer\_EDW\Data\Output\France\_GERS\BAU** * Keep the following three files and **delete** rest of the files.  1. SYS\_CONTROL\_TABLE.TXT 2. SYS\_DIMENSION\_DEFINITIONS.TXT 3. SYS\_FACT\_DEFINITIONS.TXT  * Then execute the full package with disabling the components shown in the above picture. * After successful accomplishment of the package it will generate the six files in the following location   **D:\CustomData\Pfizer\_EDW\Data\Output\France\_GERS\BAU**  named   1. FR\_GEOGRAPHY\_GEO\_YYYYMM\_2200004\_X.TXT 2. FR\_MEASURES\_YYYYMM \_2200004\_X.TXT 3. FR\_PERIOD\_PER\_YYYYMM \_2200004\_X.TXT 4. FR\_PRODUCT\_PRO\_YYYYMM \_2200004\_X.TXT 5. FR\_RETAIL\_SALES\_YYYYMM \_2200004\_X.TXT 6. FR\_SPECIALITY\_SPE\_YYYYMM \_2200004\_X.TXT   X=revision number   * So finally **D:\CustomData\Pfizer\_EDW\Data\Output\France\_GERS\BAU**   location contains total nine .TXT file   * Open the **SYS\_CONTROL\_TABLE.TXT** with textpad from the location   **D:\CustomData\Pfizer\_EDW\Data\Output\France\_GERS\BAU**   * Update the third value with the delivery period value of each row. * Update the fourth value of each row with the number of row count of each file specified in the eighth column. * Then update the last value of each row with the delivery date. * For the row count of the file name **FR\_RETAIL\_SALES\_YYYYMM \_2200004\_X.TXT**   go to the **D:\CustomData\Pfizer\_EDW\SSIS\FR\_GERS\_BAU\Working Script**  and open the file named **fact row count.sql**   * Execute the query and the result is the row count for the file named **FR\_RETAIL\_SALES\_YYYYMM \_2200004\_X.TXT** * Then select all those nine .TXT file and right click select send to option and then Compressed (zipped) folder. Finally rename the .zip folder as **FR\_RETAIL\_SALES\_YYYYMM\_2200004\_X** **.zip** * Then copy the output zip file into the below location   **F:\PFIZER\_EDW\_ARCHIVE\EDW\Output\FR+GERS** |  |  |  |

## Backup Data: Failover Actions

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

## Process Specifications: Download Data

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

## Download Data: Failover Actions

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

## Process Specification: QC for FR GERS BAU

| **Step #** | **Step Description** | **Expected Result** | **Full-Filled (Yes/No)** | **Failover Action #** |
| --- | --- | --- | --- | --- |
| **Process** | | | | |
| 1. | **QA WORDBOOK:**   * Open the package **QAWordbook.dtsx**   2012-04-20_112214.png   * Run the package * After successful execution of the package a new excel file will be created in the location **D:\CustomData\Pfizer\_EDW\SSIS\FR\_GERS\_BAU\QA**   named FR\_QA\_WORDBOOK\_YYYYMM\_2200004\_X.xlsx   * This newly created excel file will be the QA wordbook for the month. * Here YYYY=year   MM=delivery month  X= revision Number   * Copy the newly created excel file into the below location   **F:\PFIZER\_EDW\_ARCHIVE\EDW\QA Reports\FR+GERS**   * Upload the QA report to the location specified in **Appendix A2.** |  |  | 1 |
| 2. | **Input Vs. Output:**   * Open the package **IoV.dtsx**   **2012-04-20_113108.png**   * Run the whole package. * Go to the location   **D:\CustomData\Pfizer\_EDW\SSIS\FR\_GERS\_BAU\IoV**  In this location **D:\CustomData\Pfizer\_EDW\SSIS\FR\_GERS\_BAU\IoV**  will create a new excel file name  **FR\_IVO\_Validation\_YYYYMM\_2200004\_X.xlsx**  Here YYYY=delivery year  MM=delivery month  X=revision number   * This newly created excel file will be the Input output validation report for the month. * Copy the newly created excel file into the below location   **F:\PFIZER\_EDW\_ARCHIVE\EDW\Validation Report\FR+GERS**   * Upload the Input vs. Output Validation report to the location specified in **Appendix A2.** |  |  | 1 |

## Process Specifications: Final Delivery

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | | | | |
|  | To home we have to mail the QC reports  After delivery we send mail  **From:** Shareen, Dilruba (Dhaka)  **Sent:** Monday, June 04, 2012 5:05 PM **To:** Al Amin, Selwan (UK London) **Cc:** Ariful Islam, Syed (Dhaka); Rasel, Shahnewas (Dhaka); Collier, Gilly (London); Tiabya, Boshra (Dhaka) **Subject:** RE: Pfizer Eucan France GERS April 2012 Handover |  |  |  |

## 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: Processing Server Information

|  |  |
| --- | --- |
| **Key** | **Value** |
| **server:** | **10.44.171.43** |
| **Username:** | **DACASVC-RDPAdmin** |
| **Password** | **Ask OCD team** |

## Appendix A2: FTP Location Information

|  |  |
| --- | --- |
| **Key** | **Value** |
| **FTP Server:** | **162.44.148.5** |
| **Username:** | **ftpfalcon** |
| **Password** | **flight01** |
| **Location :** | **/ftpfalcon/Pfizer\_EDW/Dhaka Output/QA Reports/France GERS** |

## Appendix A3: Delivery Server information

|  |  |
| --- | --- |
| **Key** | **Value** |
| **FTP Server:** |  |
| **Username:** |  |
| **Password** |  |

## Appendix A4: IMS Health UK Service

|  |  |
| --- | --- |
| **Key** | **Value** |
| **Username:** |  |
| **Password** |  |

## 

# 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 |
|  |  |