

## What is new in the ArcGIS Workflow Manager - JavaScript Viewer?

In the April 2014 release of the ArcGIS Workflow Manager JavaScript viewer, we introduced the release holds features to improve the user experience of the web application.

### Release Holds

Previously you were able to view and add holds to a job. In this release, we've added the ability to release holds on the web.

When a hold is active on a job, it prevents the assigned person from executing workflow steps and updating properties associated with the job. If the reason for the hold is no longer valid, you can release the hold on the job so that work can resume. Simply select the hold in the list and click on the "Release Hold" button.

This functionality is controlled through privileges. If you are unable to interact with the holds, consult with your Workflow Manager administrator.

**JOB\_4001** Job is currently on hold, some functionality unavailable.

The screenshot displays the 'Holds' section of the ArcGIS Workflow Manager JavaScript Viewer. On the left, a sidebar contains navigation links: Properties, Workflow, History, Extended Properties, Attachments, Notes, and Holds. The 'Holds' link is selected. The main content area shows a table with three columns: ID, Type, and Comment. The table contains three rows of hold data. Below the table, there are two buttons: 'Add Hold' and 'Release Hold'. The 'Release Hold' button is highlighted with a red rectangle.

ID	Type	Comment
2001	Budget Hold	Waiting for fiscal y
2002	Technical	Require input from department
2003	Missing Data	Need additional da location

Buttons: Add Hold, Release Hold

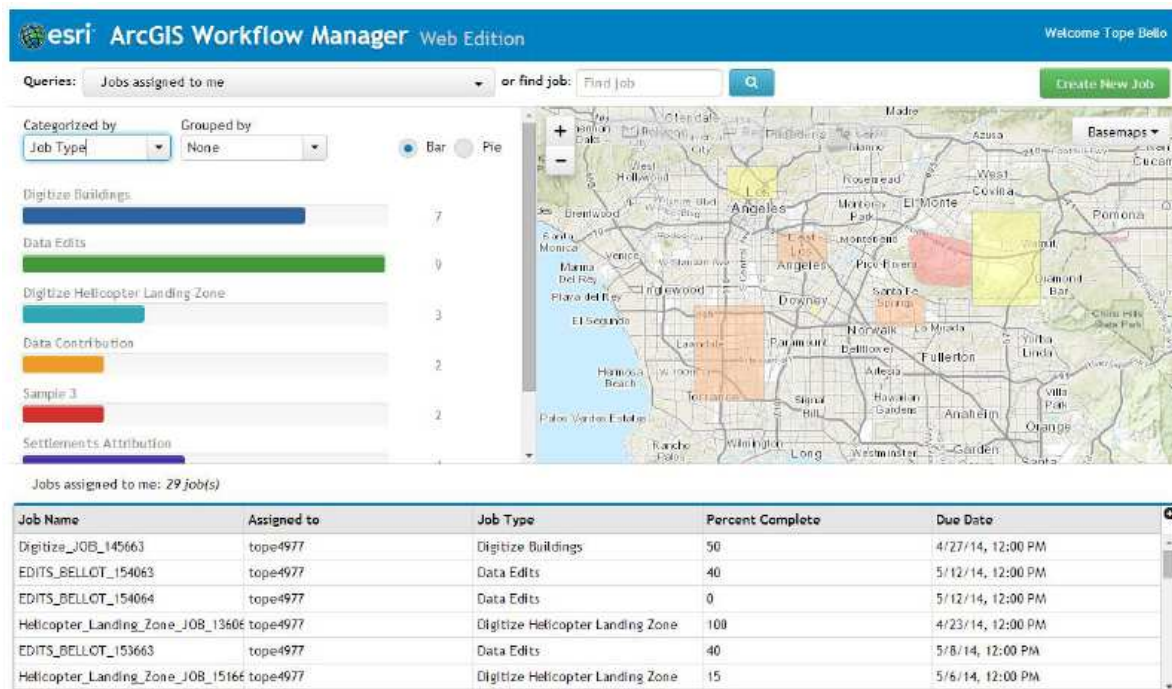
## Getting started with ArcGIS Workflow Manager – Web Edition

You have just installed ArcGIS Workflow Manager Server and configured your workflow manager service. You have also deployed the web application to a web server of your choice.

**Note** - If you need help see the topic on publishing a workflow manager service here. Steps for setting up the viewer is in the root folder of the downloaded viewer. The web application needs to be deployed as an application on a web server.

You can log in to the web application and start creating, executing, and managing jobs!

**Note** - Did you know that when you select a job that has an area of interest from the result list, the map will zoom to the extent?



### Creating Jobs

Click the "Create New Job" button to select from a list of configured job types in your system. The job types have workflows associated with them. A job is an instance of the workflow that was authored.

**Create New Job**

Job Type:

Assignment: ☐ User ☒ Group ☐ Unassigned

Start Date:

Due Date:

Data Workspace:

Parent Version:

Priority:

Job Description:

Job Owner:

Number of jobs:

Once a job is created, it will be added to the list view. You will notice the map is active with no area of interest (AOI). Select the job and the tools for defining a polygon becomes active.

**esri ArcGIS Workflow Manager Web Edition** Welcome Tape Bello, Logout

Queries:  or find job:

Categorized by:  Grouped by:  ☒ Bar ☐ Pie

Settlements Attribution

Name	Job Type	Assigned To	Due Date	Description
Settlement_Job_207661	Settlements Attribution	topo4977	8/16/14, 7:00 PM	

Draw your desired AOI and save the changes. To access the job details you can select the new polygon.

## Deleting, Closing and Reopening Closed jobs

Click on the "Delete" and "Close" buttons to delete and close jobs that are no longer active or used for reporting purposes. For jobs that have been previously closed, clicking on the "Reopen" button will set the job back to an active state, maintaining the historical information and other properties of the job.

These commands require the user to have the appropriate privileges to be able to perform that action.

2

4

Job Type	Percent Complete	Due Date
Digitize Buildings	50	4/27/14, 12:00 PM
Digitize Buildings	10	4/25/14, 12:00 PM
Digitize Buildings	10	4/25/14, 12:00 PM
Digitize Buildings	50	4/25/14, 12:00 PM
Digitize Buildings	100	4/23/14, 12:00 PM
Digitize Buildings	10	7/23/14, 12:00 PM
Digitize Buildings	50	7/23/14, 12:00 PM

Job Type
Landbase Updates
Landbase Updates
Landbase Updates

### Filter the results of the map and list by selecting a bar in the charts

Running a query to display jobs that meet a certain criteria is a good way to find jobs of interest. With this new functionality you filter the results of a query by clicking on a pie or bar of interest.

Say you want to see all the jobs of a certain type, you can click on that piece of the chart so that only jobs of that type are displayed both in the map and the list of jobs. This allows you to navigate through a larger list of job to find the actionable jobs. Once a piece of the chart is selected the reset button appears for you to revert to the original query result.

**esri ArcGIS Workflow Manager Web Edition** Welcome Tope Bello

Queries: Jobs assigned to me or find job: Find job Create New Job

Categorized by: Job Type Grouped by: None Reset Bar Pie

Digitize Buildings 7

Data Edits 9

Digitize Helicopter Landing Zone 3

Data Contribution 2

Sample 3 2

Settlements Attribution 4

Map Request

Jobs assigned to me: 7 job(s)

Job Name	Assigned to	Job Type	Percent Complete	Due Date
Digitize_JOB_145663	tope4977	Digitize Buildings	50	4/27/14, 12:00 PM
Digitize_JOB_133667 (Carlos)	tope4977	Digitize Buildings	10	4/25/14, 12:00 PM
Digitize_JOB_133675 (Matt F)	tope4977	Digitize Buildings	10	4/25/14, 12:00 PM
Digitize_JOB_133684 (Zac)	tope4977	Digitize Buildings	50	4/25/14, 12:00 PM
Digitize_JOB_133263	tope4977	Digitize Buildings	100	4/23/14, 12:00 PM
Digitize_JOB_188071 (Akiko)	tope4977	Digitize Buildings	10	7/23/14, 12:00 PM
Digitize_JOB_188082	tope4977	Digitize Buildings	50	7/23/14, 12:00 PM

## Properties

You can double click a job in the list view to access more details. By default when you open a job, it opens to the Properties tab.

**Settlement\_Job\_207663**

**Properties**

Job ID: 207663

Job Name: Settlement\_Job\_207663

Job Type: Settlements Attribution

Job Status: Created

% Complete: 0%

AOI: AOI defined

Data Workspace: Data Repository

Version: No Version

Parent Version: sde.DEFAULT

Assignment: ☒ User ☐ Group ☐ Unassigned

Job Owner: Tope Bello

Priority: Medium

Start Date: 8/13/2014

Due Date: 8/16/2014

Job Description:

Update

There are some read-only properties and some editable properties. The properties are controlled by application level privileges so not all properties or functionality will be available to all users.

From the properties you can assign work, set priority, change start or due date or enter a descriptive information about the job.

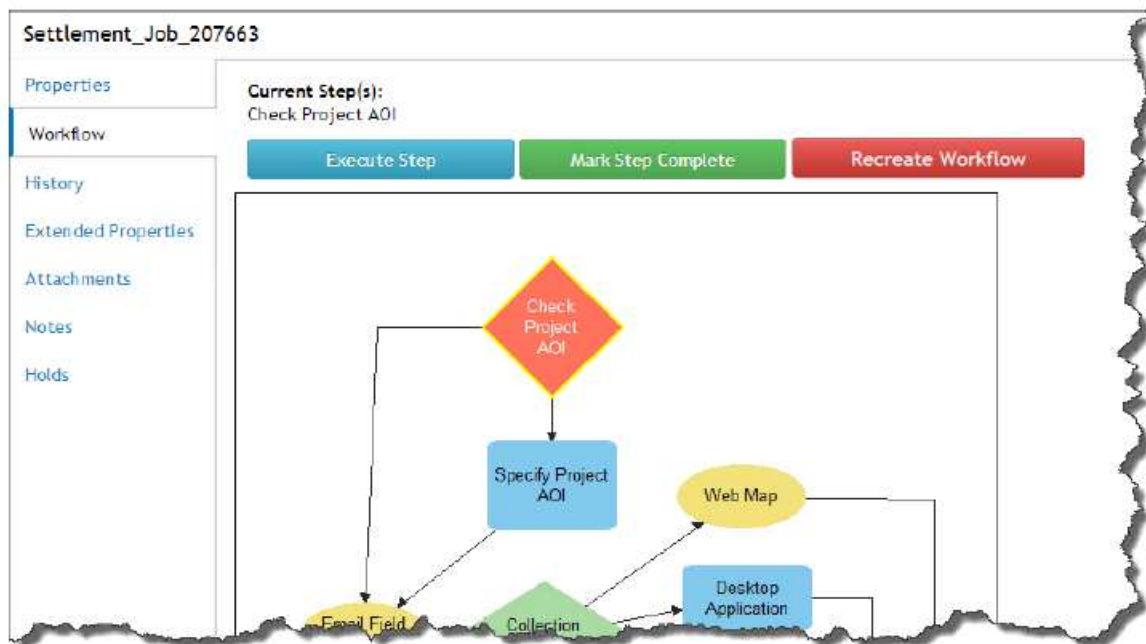
The following properties are currently set to read-only on the web:

- Data workspace
- Parent Version
- Version

After changing the properties, you can click the Update button to save the changes back to the job.

## Workflow

The workflow tab displays a graphic of the job's workflow. It also contains execution tools for performing the job. The Execute Step tools and Mark Step Complete buttons allows you to complete individual or a series of steps. The Recreate Workflow button allows you to update the current job's workflow to the latest job type's workflow after the job was created.



## History

The history tab displays a list of activities that has happened on a job. This logs the action, the actor and when it happened.



You can also add comments to a job as needed. These comments cannot be deleted once they are added. If you are interested in adding comments to delete later, use the notes tab.

## Extended Properties

Extended properties tab contains business specific properties. It displays the fields that are configured as part of the job type and these fields can be modified and saved using the update button.

## Attachments

The ability to add attachments and associate it to a job is now available. These attachments could be used to support the decisions made on a job or as a way to share information to other stake holders.

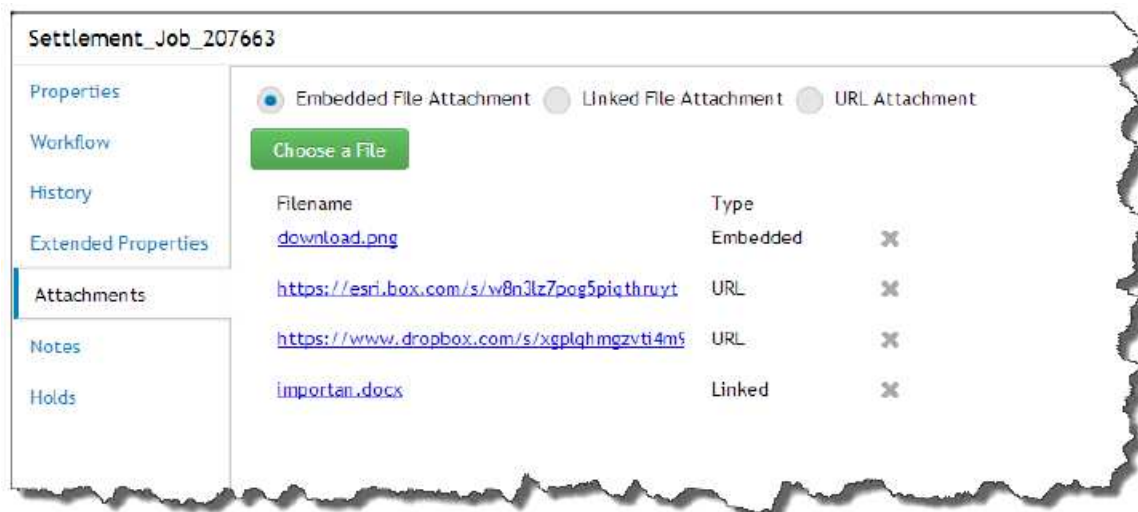
There are 3 types of attachments supported in Workflow Manager – embedded, linked file and URL.

By default, the embedded option is selected. Click choose a file button to select the file you would like to add. Once you select it and click open, the attachment will upload a file into the workflow database and can be retrieved later by anyone that has access to this job.

Using the linked file attachment allows you to specify a file path that you want workflow manager to store a reference to.

The URL attachment option can be used to add reference to already existing document management systems like Dropbox, Box, SharePoint, etc. Since most of these have a URL reference to the documents, you can enter that URL and save it to workflow manager.

To open an attachment, click the highlighted file name. This will open the file in the associated program.



## Notes

The notes tab is a good way to capture information as part of the job. This can be edited or deleted from the job.

## Holds

The holds tab is used to add a temporary suspension to the job. A good example is that data is not ready to continue the work so you can put a hold on the job. This will prevent the execution of workflows, updating properties and a few other job activities.

## Queries

The queries drop down should contain various filters that will present jobs in the chart, map and list view. The map view will only show jobs that have an area of interest.

The query results drive the fields available to categorize and group your charts by. For example you can categorize your chart by the job type field and categorize it based on who it is assigned to.

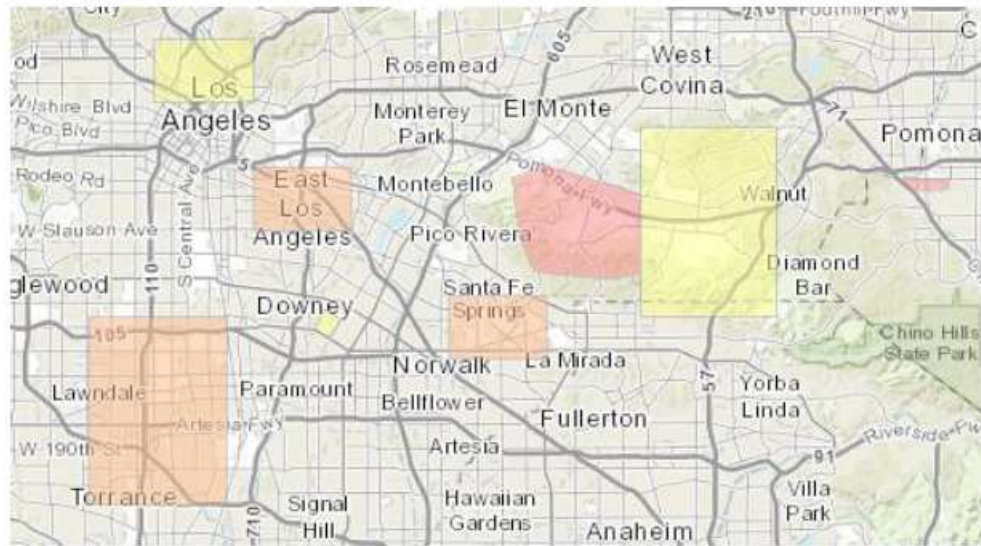
If the list view returns an empty result, that means there are no jobs that meet that criteria. You could start creating jobs.



## Render the area of interest layer based on field from joining the jobs table

The AOI map service configured with the web application can be used to convey job related information. This can be accomplished by joining the Jobs table to the AOI layer inside of ArcMap and symbolizing the layer based on a field of interest. For example, you can set up a color ramp based on job priority/percentage complete/job type. Once the map is published, the AOI layers appears with this symbology in the application.





*Displaying job's AOI based on status*