IBM FileNet Content Manager 5.2.1: Manage Sweep Jobs

F286
Course Abstract

Course description

The course is designed to teach administrators how to create sweep jobs and sweep policies to run bulk jobs on large numbers of documents. For example, move documents from high-cost storage to low-cost storage based on the document type and specified filtering criteria, or delete documents based on their age or retention expiration.

Duration

2.5 hours

Delivery Method

Instructor-led (Classroom), Instructor-led Online and SPVC (Self Paced Virtual course)

Audience

This course is intended for system administrators and solution builders who administer IBM FileNet Content Manager environments.

Prerequisites

- P8 terminology, including: Content Platform Engine, IBM Content Navigator, object stores, objects, Content Services, Process Services.

- Using IBM Content Navigator to work with content.

- Configuring desktops in IBM Content Navigator.

- Recommended prerequisite courses:

    o F270 – IBM Content Navigator 2.0.3.6: Introduction, or equivalent knowledge
    o F280 - IBM FileNet Content Manager 5.2.1: Introduction, or equivalent knowledge
    o F282 - IBM FileNet Content Manager 5.2.1: Work with object metadata, or equivalent knowledge
    o F283 - IBM FileNet Content Manager 5.2.1: Security, or equivalent knowledge

Course Objectives

Upon completion of this course, participants will be able to:

- Move documents from one storage area to another with a Bulk Move Content Job.
- Configure a disposal policy.
- Configure a content migration policy.

Topics

- Configure a sweep job

    o Sweep framework
    o What is a 'Sweep'?
    o Types of sweeps
    o Background search sweeps

- o Job sweeps
- o Bulk move content jobs
- o Filter expression property
- o Storage policy property
- o Define sweep target options
- o Schedule sweep runs
- o Sweep job monitoring tools
- Work with sweep policies

  - o Sweep policy
  - o Policy-controlled sweeps
  - o Disposal policy
  - o Content migration policy
  - o Retention update policy
  - o Define time slots for sweep policies
  - o Manage sweep records
  - o Queue sweeps
  - o Custom sweeps
  - o Use content migration policies for HSM

Appendix

Start and Stop System Components

_____