

RUNBOOK DOCUMENT

**Revision History:**

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| --- | --- | --- | --- |
| Date | Revision | Author | Description |
| 13.04.2022 | V1.0 | Gowthami | This runbook is for UAT movement |
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1. Introduction to the process:

This is the process for automating calculations like addition, subtraction, multiplication and division. This robotic process performs arithmetic operations with numbers. This is the process which we can use widely in the scenarios where arithmetic calculations are repetitive.

This process is built with sophisticated coding to give accurate output with in less time. It takes input from excel sheet and do the calculations according to the operand/operation selected and the result will be given as output and write the result in the excel sheet back in the prescribed location.

Automating calculations is an innovative and creative idea to save the time during our work, increase the efficiency and avoid human error. There are lot of benefits out of this process in an organization view. Some of the significant points are:

1. Transform the work into a highly agile, instantly scalable and gives a great success.

2. Operational complexities could be reduced.

3. Eliminates errors and risks associated with routine tasks.

4. Helps to get time to focus on high value initiatives.

5. Calculations are hard jobs. Calculator automation helps us to be free from hesitation to do such hard and repetitive things.

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**1.1 Target Applications:**

|  |  |  |
| --- | --- | --- |
| System | Description | Version |
| MS Excel | 32 bit | V10.0 |
| Uipath |  |  |

**1.2 Scheduling and triggers Process:**

This process scheduled to run for every 15 minutes for the 7 days of the week.

**1.3 Prerequisites of the process automation:**

1. UIPath application should be installed and configured properly.
2. MS Excel must set up on the machine in which calculations should be performed.
3. MS outlook should be present to send email.

**1.4 Automation Outputs:**

1. Total - The result of Addition
2. Difference –The result of Subtraction
3. Product – The result of Multiplication
4. Quotient –The result of Division.

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**1.5 Configuration:**

Username and Password details should b properly mentioned in configuration file.

**1.6 Work Queues**:

Queues were present in the orchestrator to execute when the trigger is given.

**1.7 Troubleshooting Steps:**

1. If the excel is not available then system exception will be appeared.

2. Any error in calculations like division by zero will throw business rule exception.

3. If the inputs were not integers then business exception will be appeared.

4. Monitoring trough orchestrator will be there always to attain absolute calculation.

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