Accela IDE

User Manual

Version 1.00

Revision History

Date of this revision: 12/10/2015	Date of Next revision:

Revision Date	Version Number	Summary of Changes	Sections Affected
	1.0		

Glossary

Word	Description
Accela	Vendor Software used to track activities
Eclipse	A platform that has been designed from the ground up for building integrated web and application development tooling

Approvals

This document requires the approval of:

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1. Document Overview

This document is a user manual for Accela IDE. The purpose of this document is to guide Accela configurators to perform all the scripts and coding required to complete all Integration tasks.

The document will provide the user with detailed steps and explain how the steps should be carried out to complete tasks in Accela IDE, it should also introduce Accela configurators to the basic keys and commands in Accela Eclipse (Eclipse bundled with Accela plugin).

2. Audience

The targeted audience in this document are the Accela Configurators who are working in the scripting (integration) team.

3. Introduction

3.1. What is Accela IDE?

This is eclipse bundled with Accela plugin, used to work with Accela projects.

A plug-in (or add-in / addin, plugin, extension or add-on / addon) is a software component that adds a specific feature to an existing software application.

3.2. What is Accela?

Accela is the leading provider of civic engagement solutions for government. The Accela Civic Platform includes APIs and mobile apps and is designed to enable and improve core processes for city, county, state and federal governments. Accela's solutions uniquely address the diverse needs of agencies, citizens and businesses by enhancing workflow and making publicly available information more accessible.

3.3. What is Eclipse?

Eclipse is a platform that has been designed from the ground up for building integrated web and application development tooling. By design, the platform does not provide a great deal of end user functionality by itself. The value of the platform is what it encourages: rapid development of integrated features based on a plug-in model.
Eclipse provides a common user interface (UI) model for working with tools. It is designed to run on multiple operating systems while providing robust integration with each underlying OS. Plug-ins can program to the Eclipse portable APIs and run unchanged on any of the supported operating systems.
At the core of Eclipse is an architecture for dynamic discovery, loading, and running of plug-ins. The platform handles the logistics of finding and running the right code. The platform UI provides a standard user navigation model. Each plug-in can then focus on doing a small number of tasks well. What kinds of tasks? Defining, testing, animating, publishing, compiling, debugging, diagramming, etc…

To learn more about Eclipse, visit the link below:
http://help.eclipse.org/mars/index.jsp?topic=%2Forg.eclipse.platform.doc.isv%2Fguide%2Fint_eclipse.htm

4. Installation of Accela IDE

4.1. Installation Prerequisites

To install Accela IDE, make sure of the below prerequisite ahead:

1. Install JDK 1.7 or above, on your machine.

To check whether the JDK 1.7 is already installed on your machine, use the command appears in the below figure:

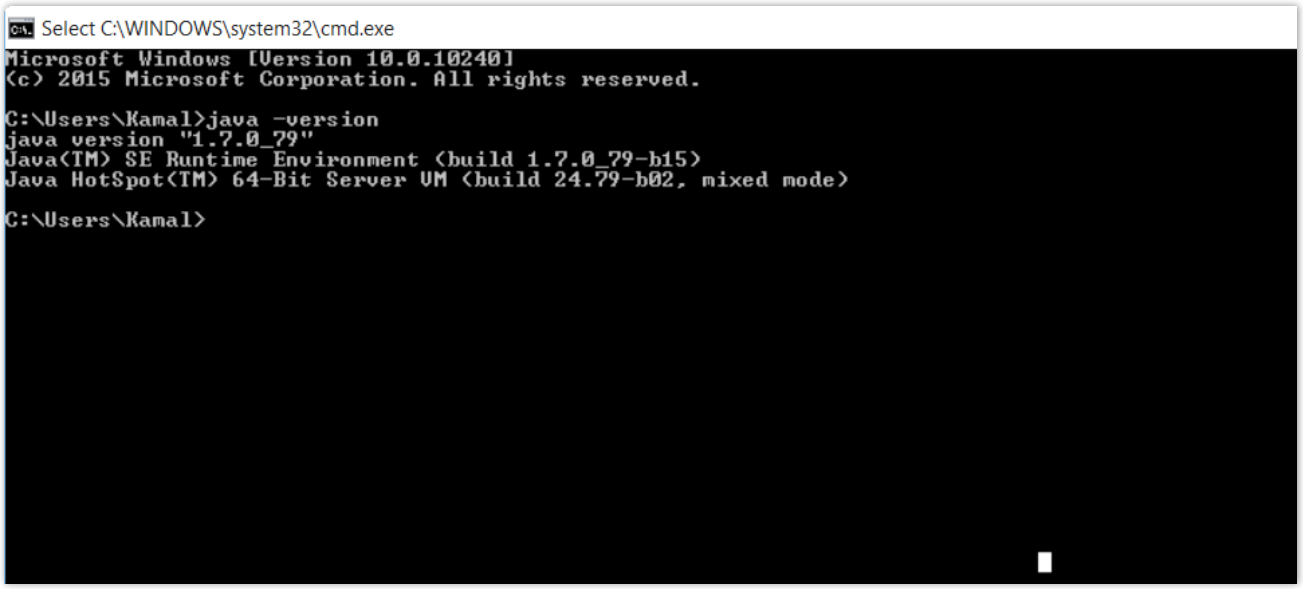

Figure 1: Java version - CMD Command

Use the link below to download Java development kit, in case it is not already installed on your machine:
http://www.oracle.com/technetwork/java/javase/downloads/jdk7-downloads-1880260.html

4.2. Installation Steps

Once you are sure of the completion of all the prerequisites, follow the below steps in order to install Accela IDE:

1. Double click the tool setup icon.

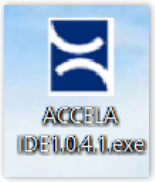

Figure 2: Accela IDE Setup File Icon

2. When the setup runs, the installation wizard will start, as appear in the figure below:

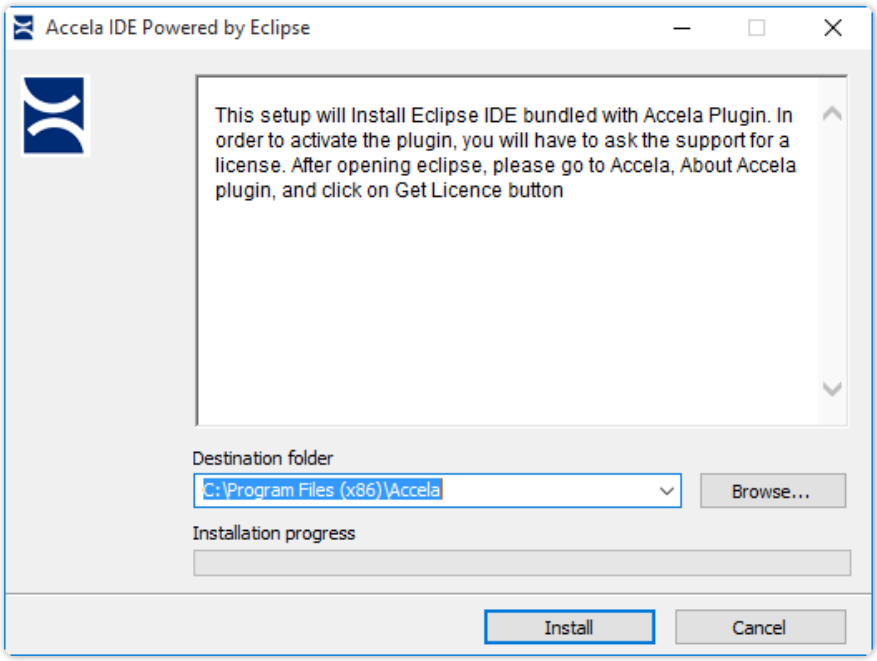

Figure 3: Accela IDE Installation Wizard

3. Choose the destination folder for your setup using the **Browse** button – if needed, then click on **Install** button to start the installation.
4. Once the installation is done, you can run eclipse, by navigating to the previously selected destination folder then to double click on the eclipse application icon, as appear in below figure.

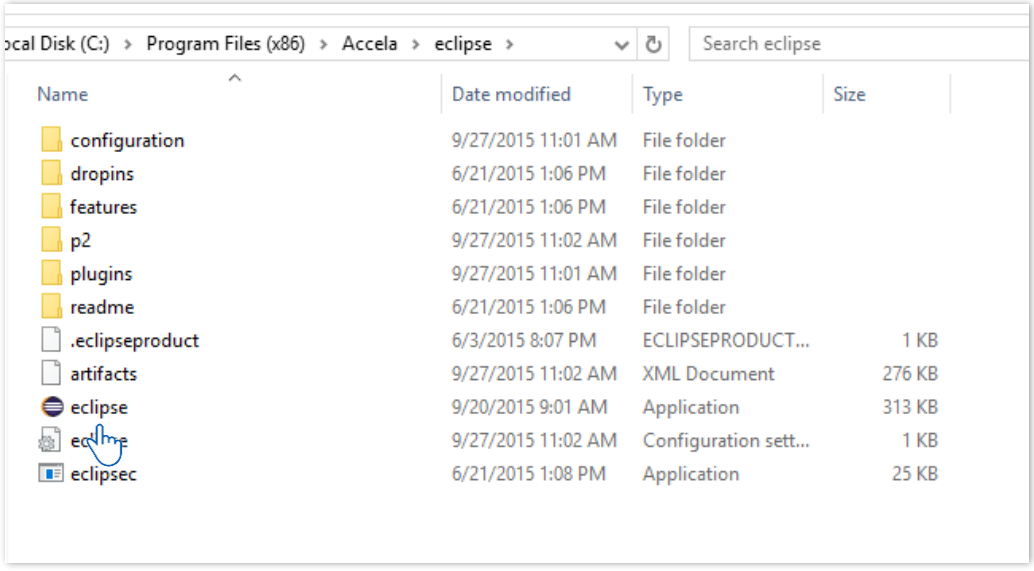

Figure 4: Running Accela IDE

Create a shortcut of the application in your desktop for easier navigation.

5. Getting ready

After installation is finished, you will need to set the below in order to get ready:

5.1. Selecting Workspace

Once you run eclipse, the following screen will appear to select a workspace.

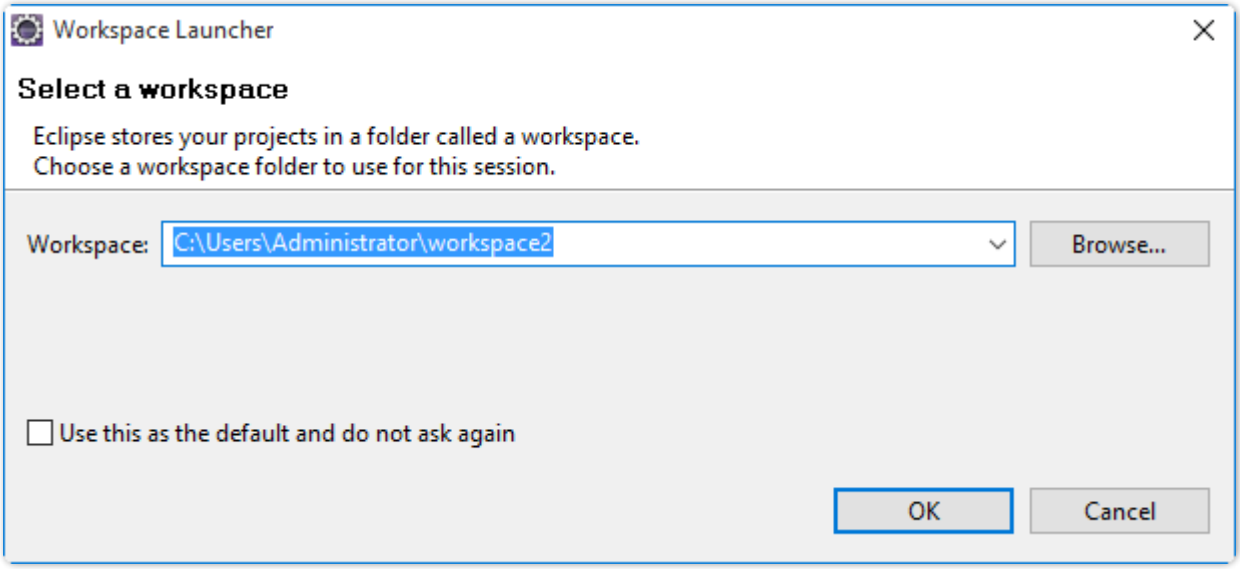

Figure 5: Workspace Launcher

1. Select workspace then click **OK** button, the application will appear as below figure:

Figure 6: Eclipse Welcome Page

2. Close the Welcome page using the close icon next to the page title, then the Eclipse Workspace will appear to you as below:

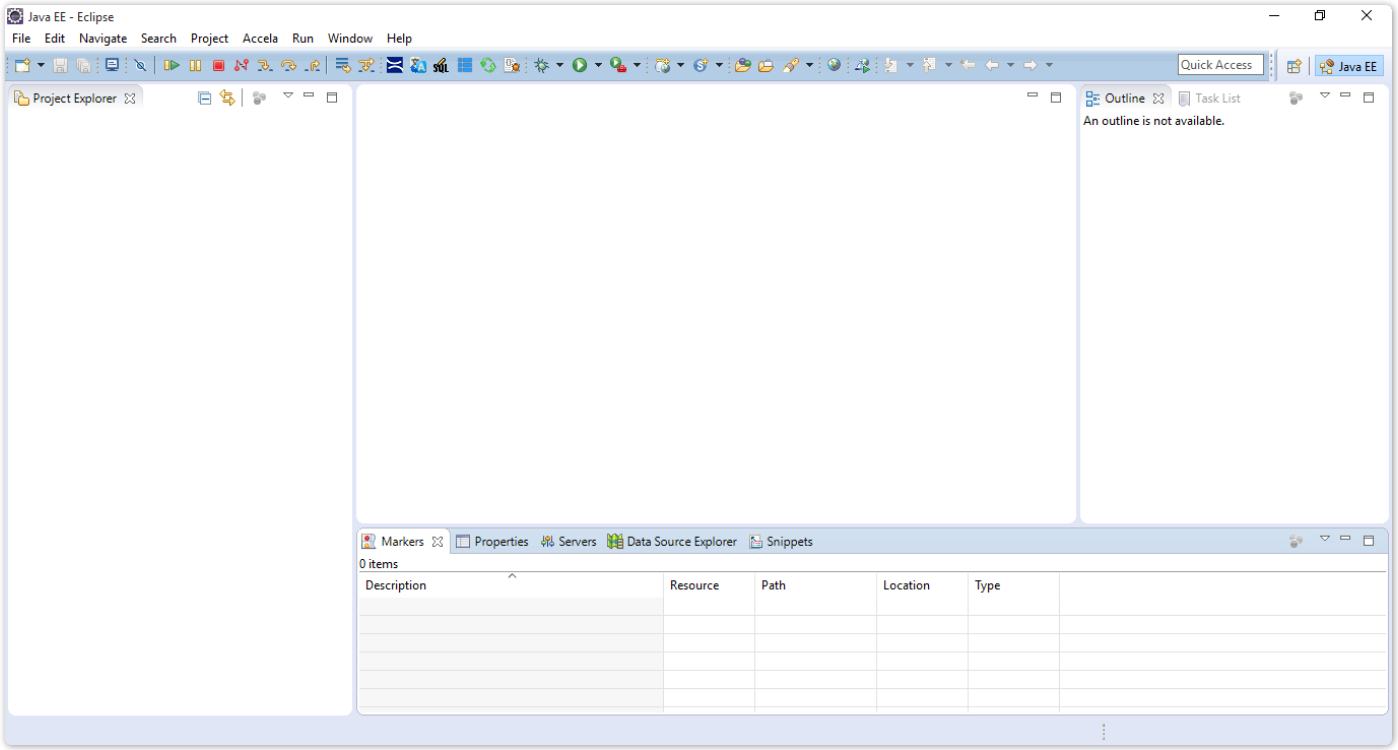

Figure 7: Eclipse Workspace

5.2. JavaScript Perspective

Before working with any project, you must ensure that you are working in a Java script perspective. To do so, follow below steps:

1. Open perspective by clicking the Open perspective button at the top right of the Eclipse workspace, Once you click the button, **Open Perspective** pop-up will appear to you, as shown in below figure.

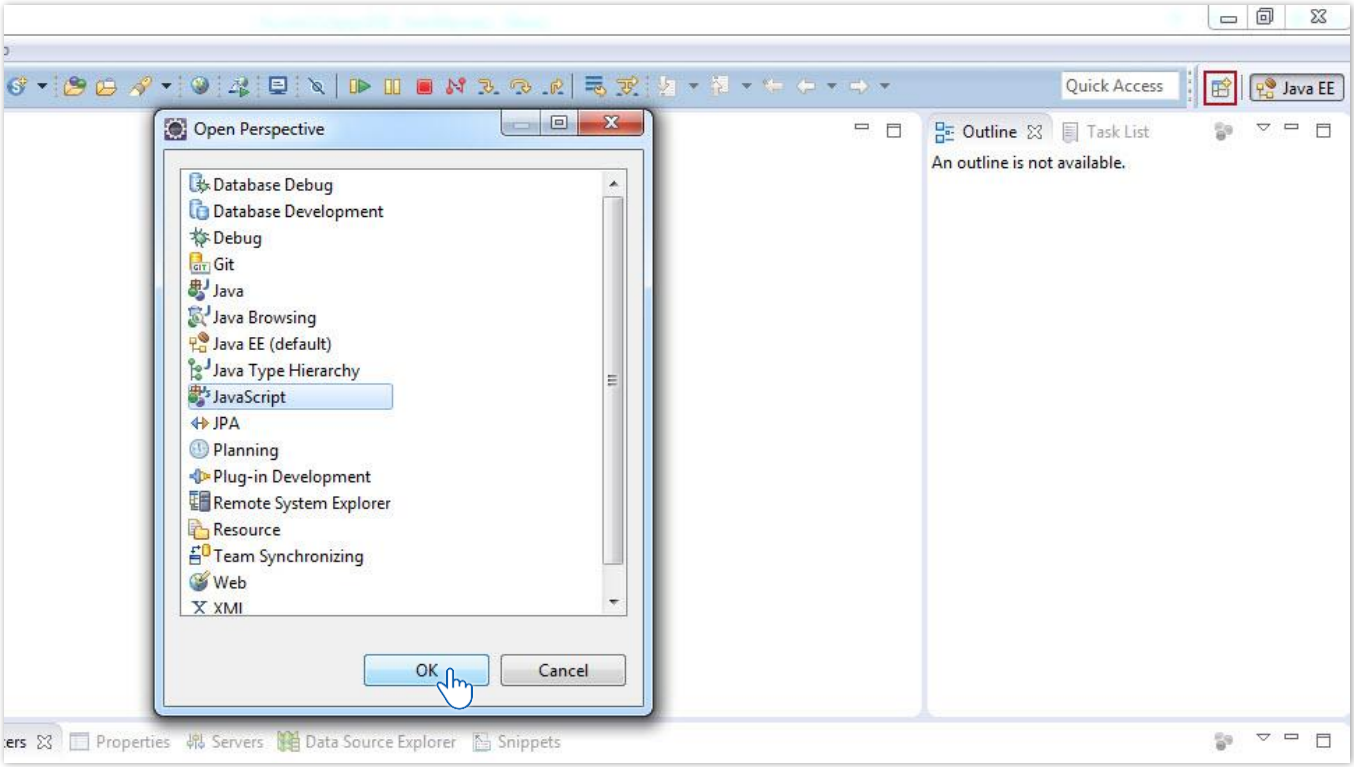

Figure 8: Open Perspective Popup

2. Select **JavaScript** from the list then click **OK** button.

5.3. Setting License

The final step in getting ready to use the application is to set the license, and to do so, follow the below steps:

1. From the Eclipse workspace, select **About Accela Plugin** from **Accela** menu, as appear in below figure:

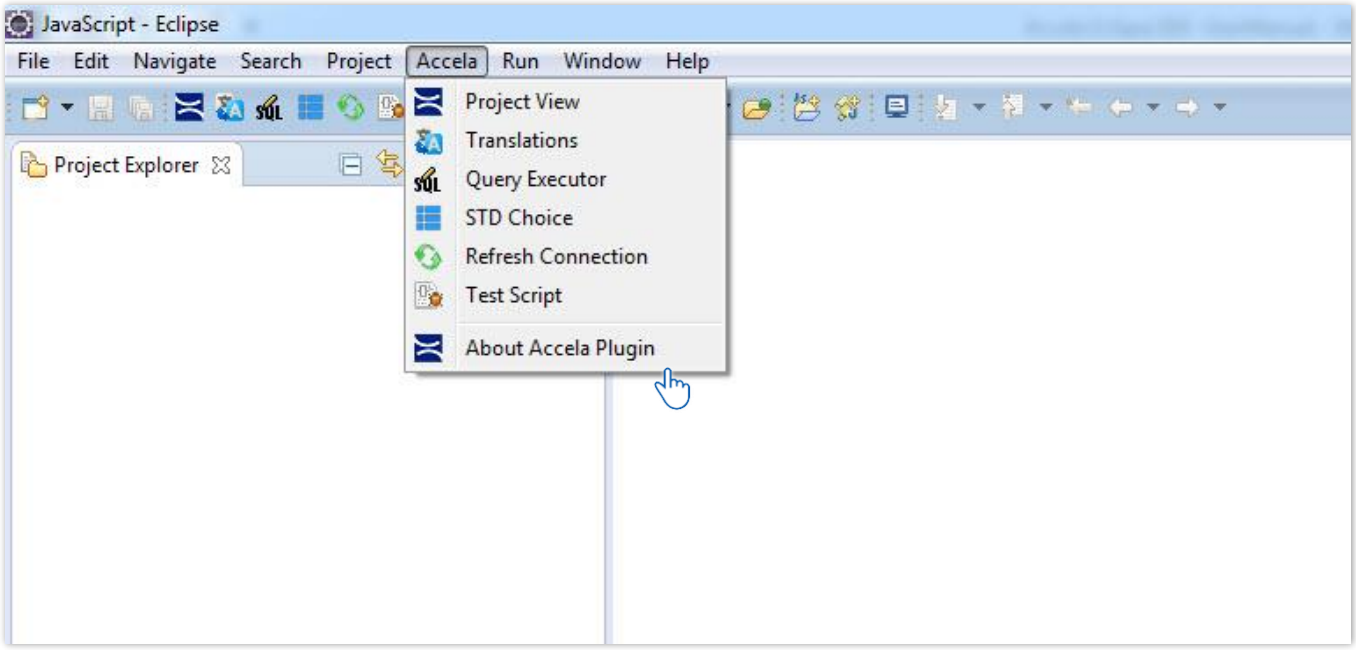

Figure 9: Set License - Accela Menu

2. **About Accela Eclipse Plugin** pop-up will appear as below:

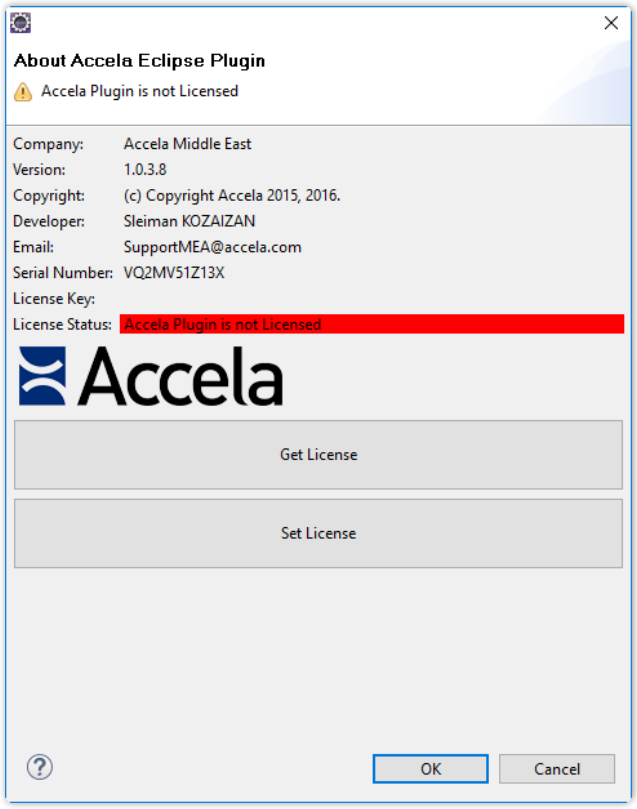

Figure 10: About Accela Eclipse Plugin Popup

3. Click on **Get License** button to get your license, then the application will automatically open the default mail application, with a ready email to be sent to the support, as appear in below figure:

In case there is no default mail application, copy the serial number from the output screen, and email it to the support.

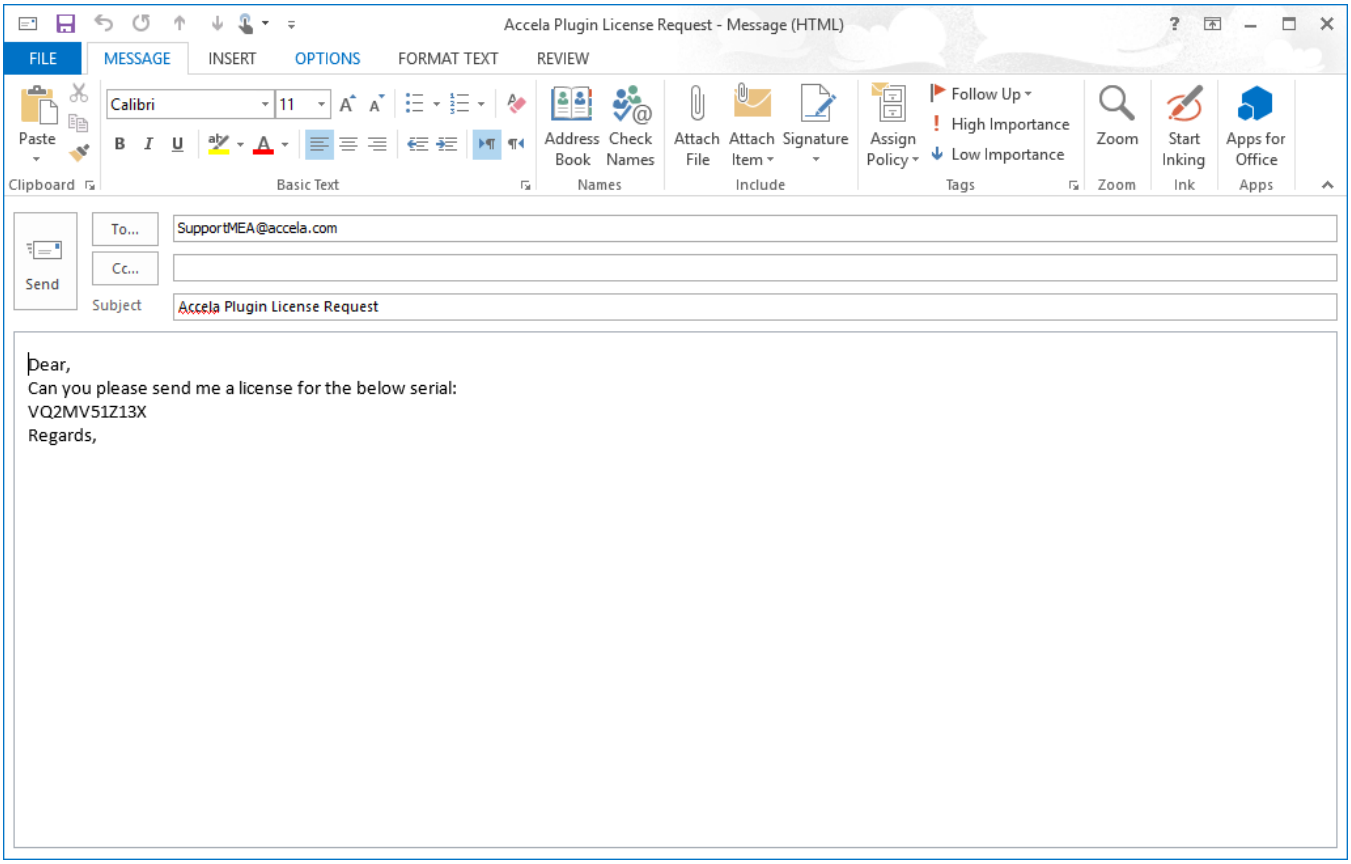

Figure 11: Accela Plugin License Request

4. You will receive an email reply, with the license key, copy the key to set your license.
5. Go back to **About Accela Eclipse Plugin** Popup, then click on **Set License** button, the following popup will appear to you:

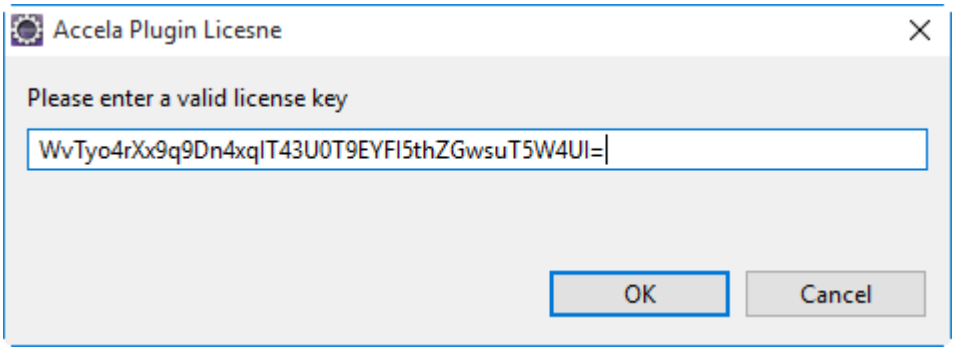

Figure 12: Insert License Key

6. Copy the license key into the corresponded field then click on **OK** button, as appear in above screen.
7. Your Plugin license will be activated as appear in below figure:

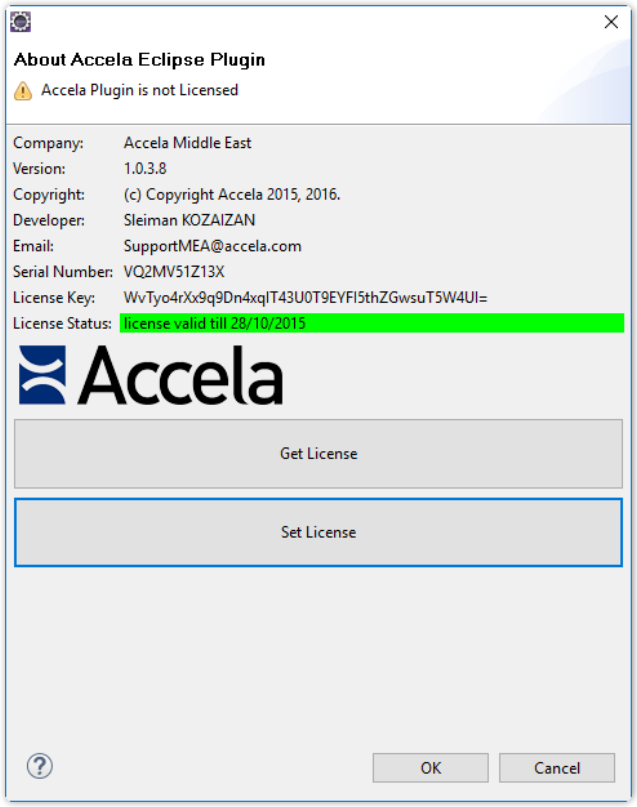

Figure 13: About Accela Eclipse Plugin - License Activated

6. Connecting to a New Project

Follow the below steps to connect to a new Accela project:

1. From the Eclipse workspace, navigate through **File** menu then select **New** –> **Other**, as appear in below figure:

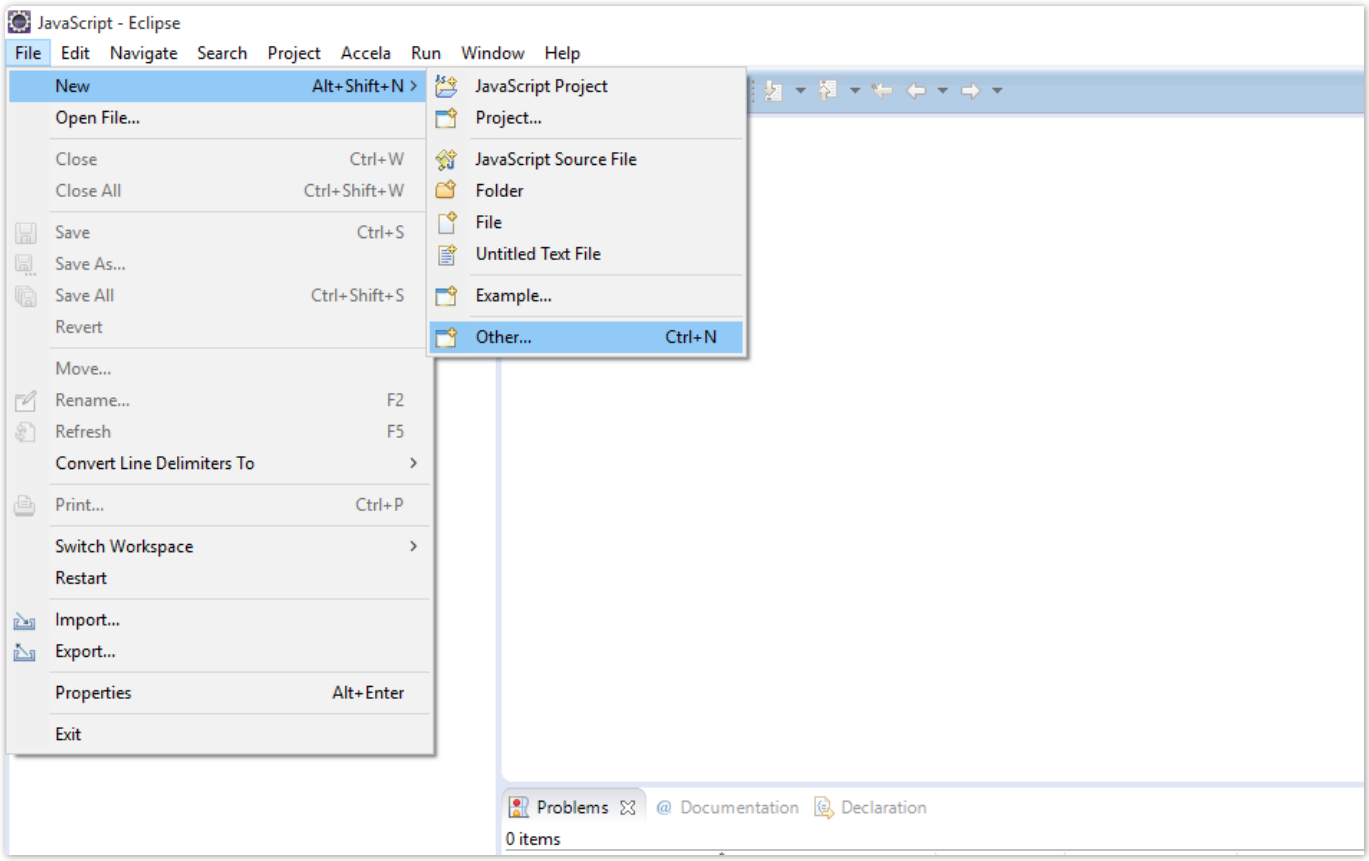

Figure 14: Connect to a New Project

2. New pop-up will appear, select **Project** from **Accela** folder, as in below figure:

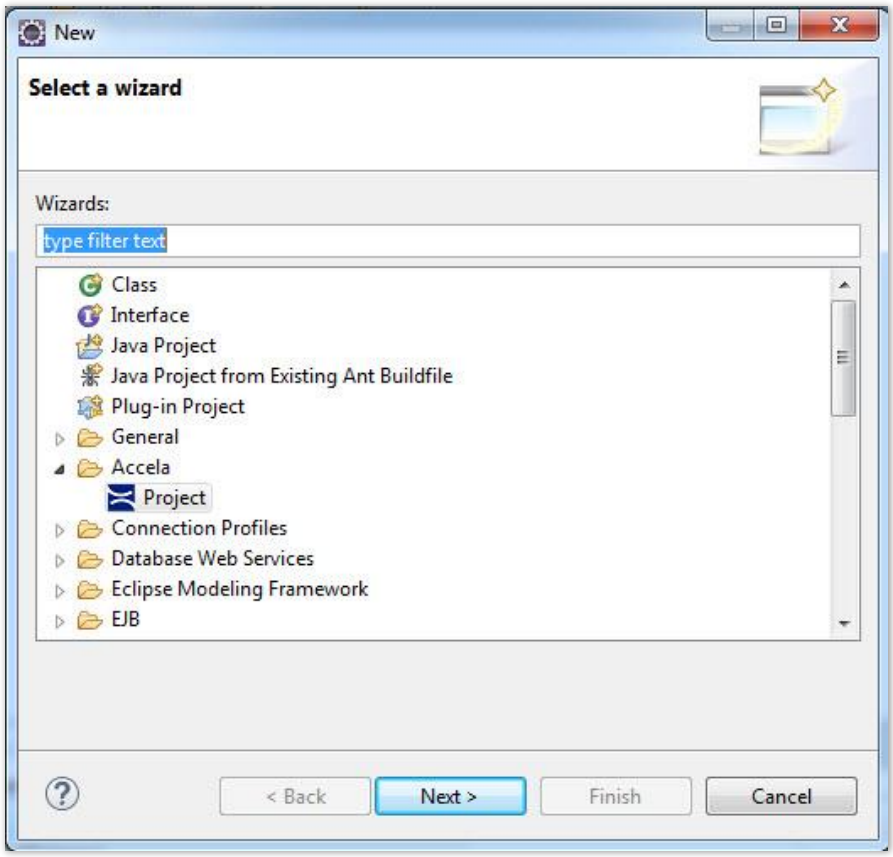

Figure 15: New Project Wizard

3. Click **Next** button, then **Accela Project** screen will appear to you as below:

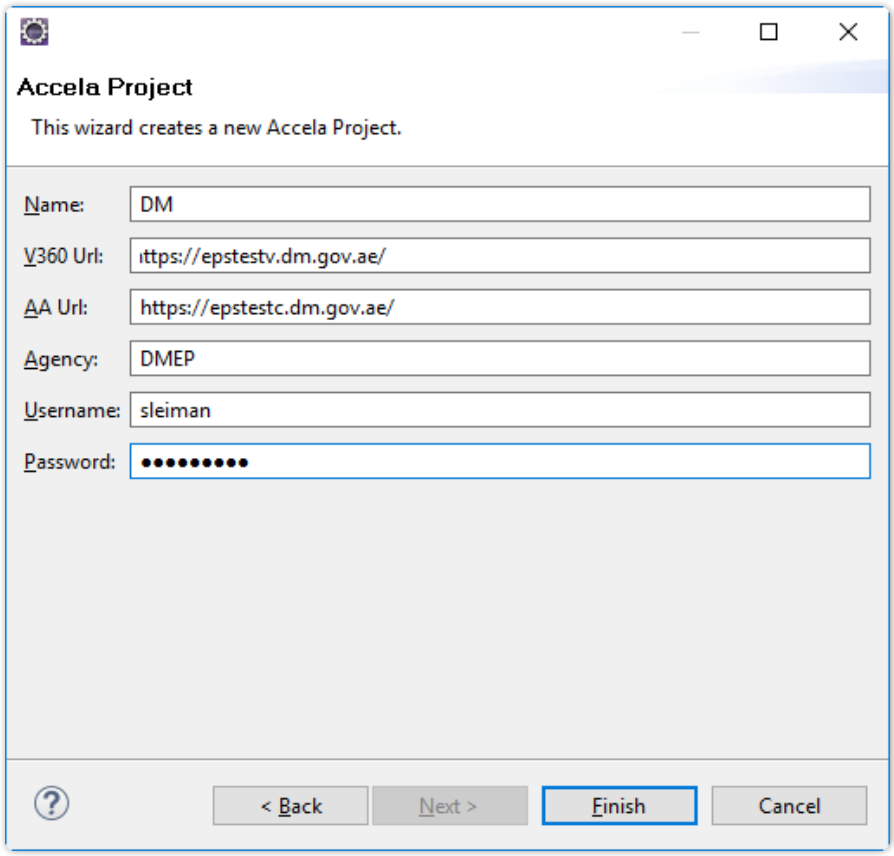

Figure 16: New Project Wizard - Accela Project

4. Fill the project information as required then click on **Finish** button, to start the installation.

Agency field should be always capital letters.

Do not forget to add the backslash "/" at the end of every URL, in the V360 Url and AA Url fields.

7. Working With Project View

7.1. Getting Started

To start working with projects, follow below steps:

1. From the Eclipse workspace, Go to **window** menu in the menu bar, then click on **Show View → Project Explorer** to get the project explorer view – in case if it is not already in the project explorer view.

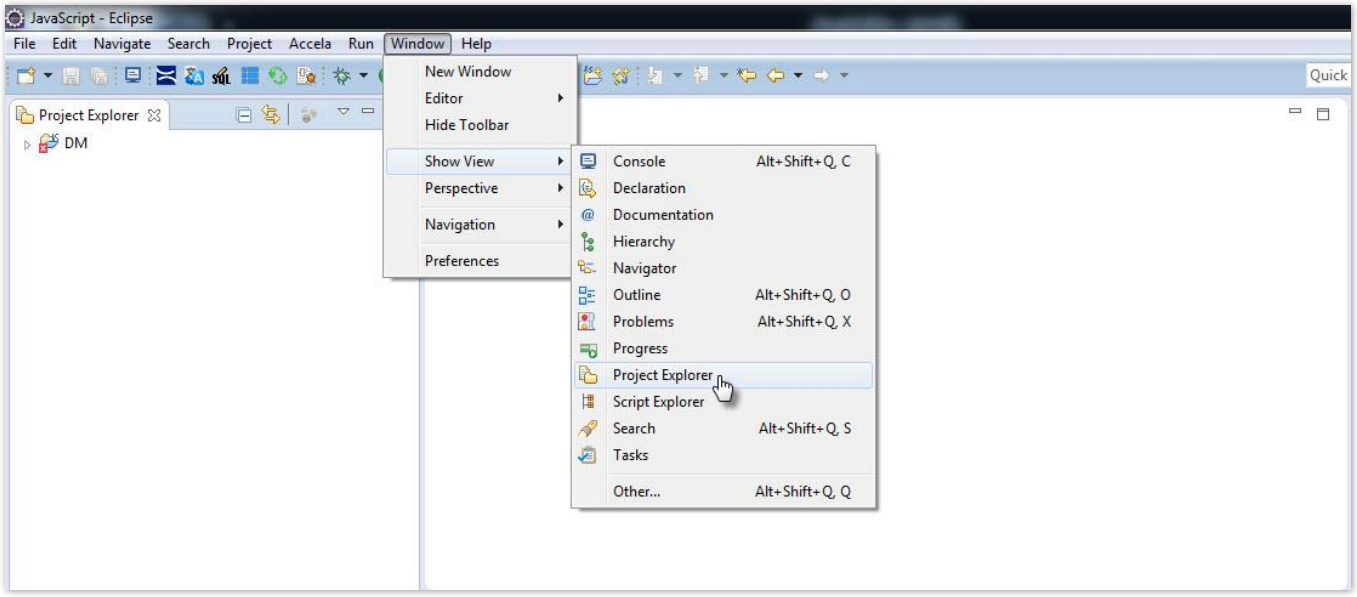

Figure 17: Project Explorer View

2. To get the Accela Project View window, click on the **Open Project View** icon from the toolbar, to be viewed as appear as in below figure:

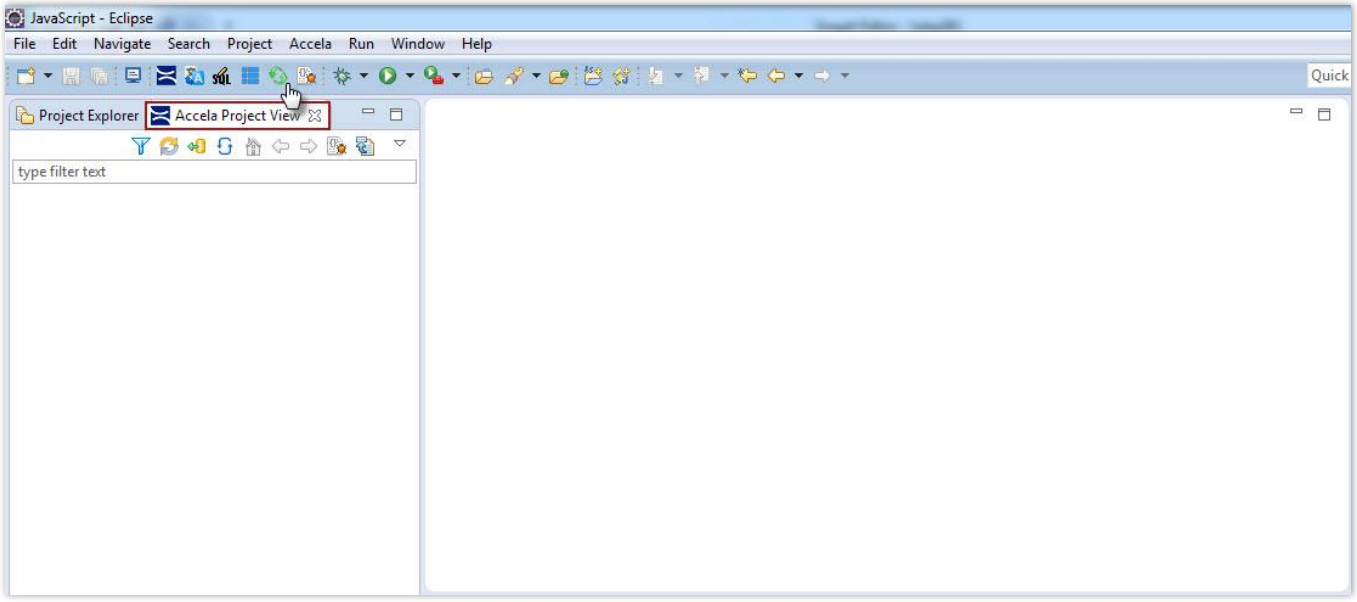

Figure 18: Open Project View – Accela Project View

3. If the connection is time-out then click on the **Refresh Connection** button that appear in above figure, to view your project, as appear in below figure:

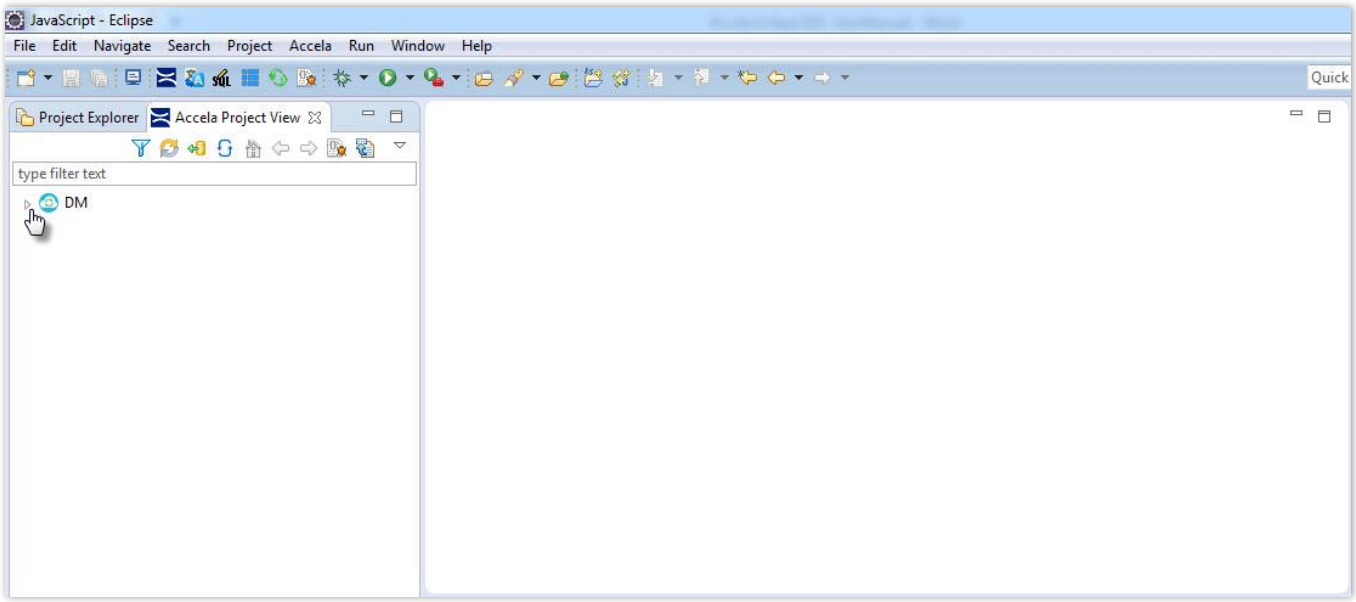

Figure 19: Working With Project

4. By expanding your project View, your project's elements will be shown in a tree view as shown in below figure:

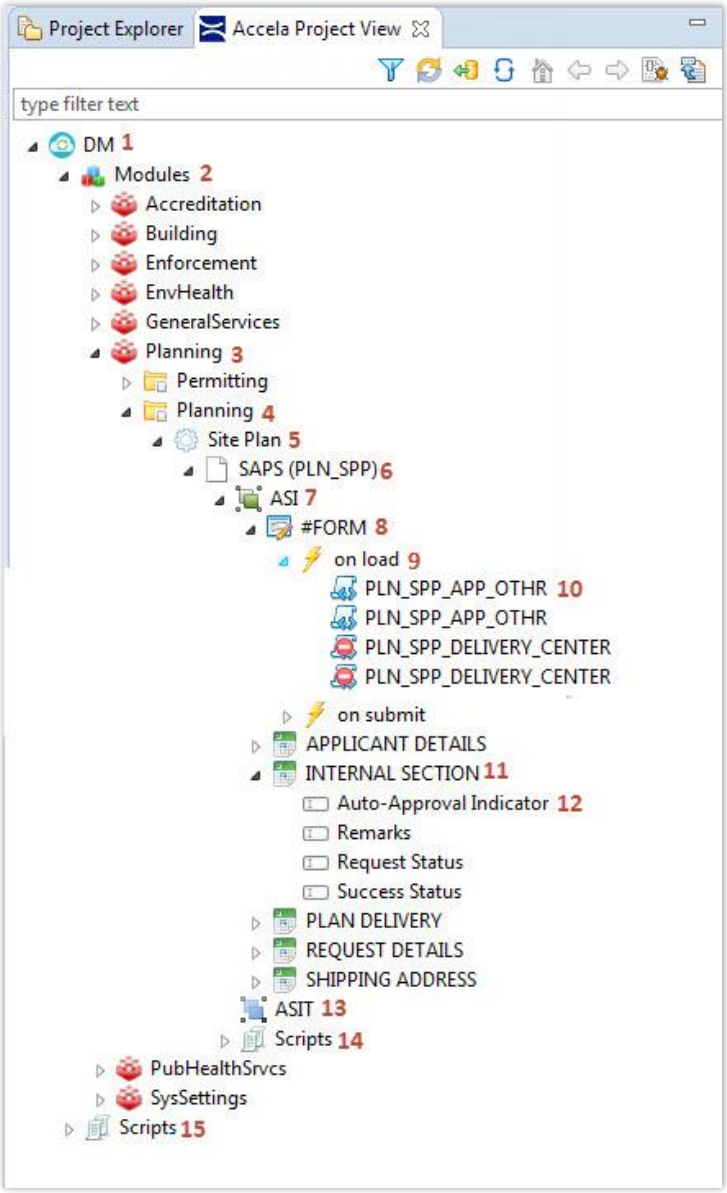

Figure 20: Project View Components

5. The below table explains the project tree view elements:

Table 1: Project View Elements

Element Number	Element Icon	Element Name	Description
1		Project Root	
2		Modules	List of different services departments
3		Module	
4		Module Type	
5		Module Sub Type	
6		Module Category	Which inside you will find the ASI, ASIT and scripts related to the record type (equivalent to record type)
7		ASI Node	
8		ASI Form	
9		Event	
10		Expression	Double click the expression name to open it. Disabled expressions will appear in different icon shown below:
11		ASI subgroup	
12		Field	
13		ASIT Node	
14 + 15		Scripts	

If script/expression are changed, an overlapped icon appear on top of the original icon.

Script are displayed based on the record type, script type or event. Also the include scripts will be displayed under each script.

7.2. Actions Index

The below table lists a description for each action available for the elements explained in above section:

Table 2: Accela IDE Actions

Action Icon	Action Name	Action Context	Description
	Copy Name	All	Copy the name of the form/event/expression
	Refresh	Project root	Refresh the project tree from local files
	Override And Update	Project root	For more details click here
	Synchronize	Project root	For more details click here
	Generate Autocomplete	Project root	Generate autocomplete script for aa API
	Update	Module, Expression, Script	Update the node data from the server
	Generate Scripts	Record type node	For more details click here
	Copy Record Script	Record type node	generate default include script for this record type, and copy it to the clipboard
	Copy Table Script	ASI and ASIT groups node	Generate default script for expression on this group, and copy it to the clipboard
	Copy Qualified Name	Record type node	Copy the qualified name of this node

	New Expression	Event	Creates a new expression For more details click here
	Disable/Enable	Expression	Enable / Disable expression
	Compare With Server	Expression, Script	Compare the script with the version on the server
	Compare With Local File	Expression, Script	Compare the script with the local version
	Push to server	Expression, Script	Push the changes to the server
	Mark as merged	Expression, Script	In case of conflict with another user who changed the document's contents, the file will be marked as merged in order to be able to push it to the server
	Delete	Expression, Script	Delete script from the server
	New Script	Scripts Node	For more details click here
	Export	Record Node	Export the scripts and expressions of this record type to a desired folder on your desktop
	Open Script	Scripts Node	Download a script from the server
	Test Script	Toolbar	Test the script in the active editor against the server, and write the result in Accela console. If you need to check the server log, select the Show Server Log from Accela menu in the menu bar.
	Auto Filter	Toolbar	The will do the link between the opened file and the project view

7.3. Actions Details

Below is the description for some of the above mentioned actions:

7.3.1 Override And Update

Use this action in order to Override and update your project, by clicking this action the following pop-up will appear:

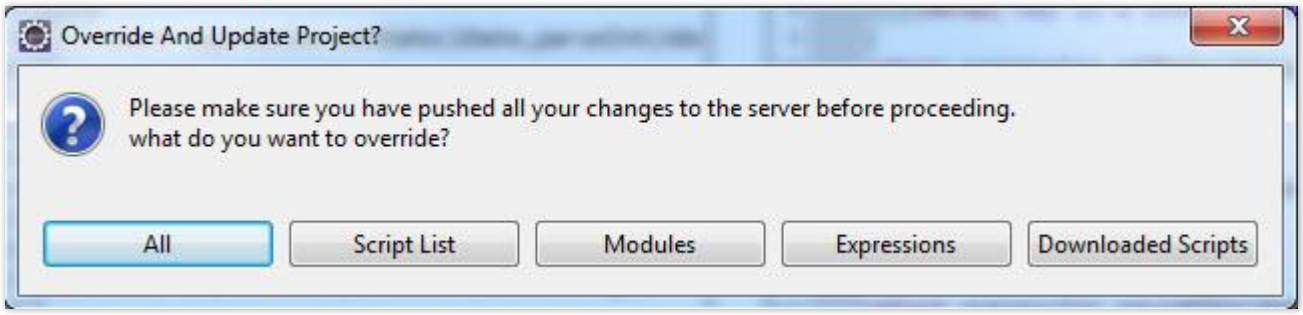

Figure 21: Override And Update Project Popup

This allows for updating the project info where it has different options to do so, click **All** button.

Script List—updates script lists only, favorite scripts- the ones already used. These options will delete everything and replace whatever has been chosen, all the local changes will be lost.

7.3.2 New Script

Use this action in order to generate new scripts, by clicking this action the following popup will appear:

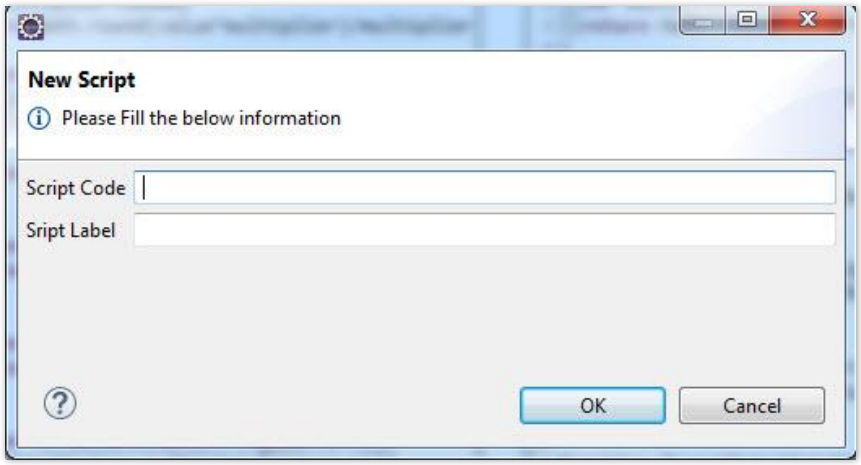

Figure 22: New Script Popup

Fill the required fields appear in above figure then click **OK** button to generate your script.

7.3.3 New Expression

Use this action in order to generate new Expressions, by clicking this action the following pop-up will appear:

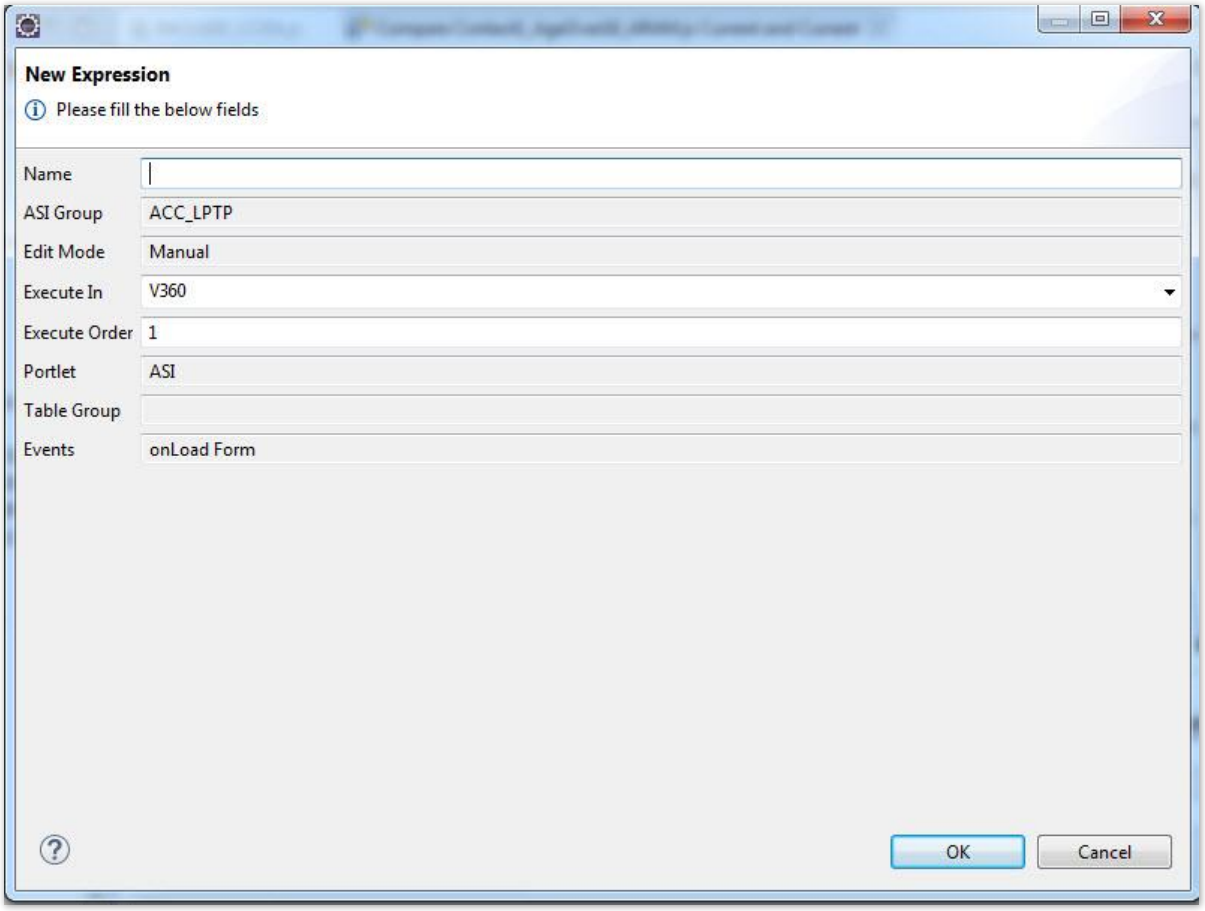

Figure 23: New Expression Popup

Fill the required fields appear in above figure then click **OK** button to generate new expression.

7.3.4 Generate Scripts

Use this action in order to generate new Scripts, by clicking this action the following popup will appear:

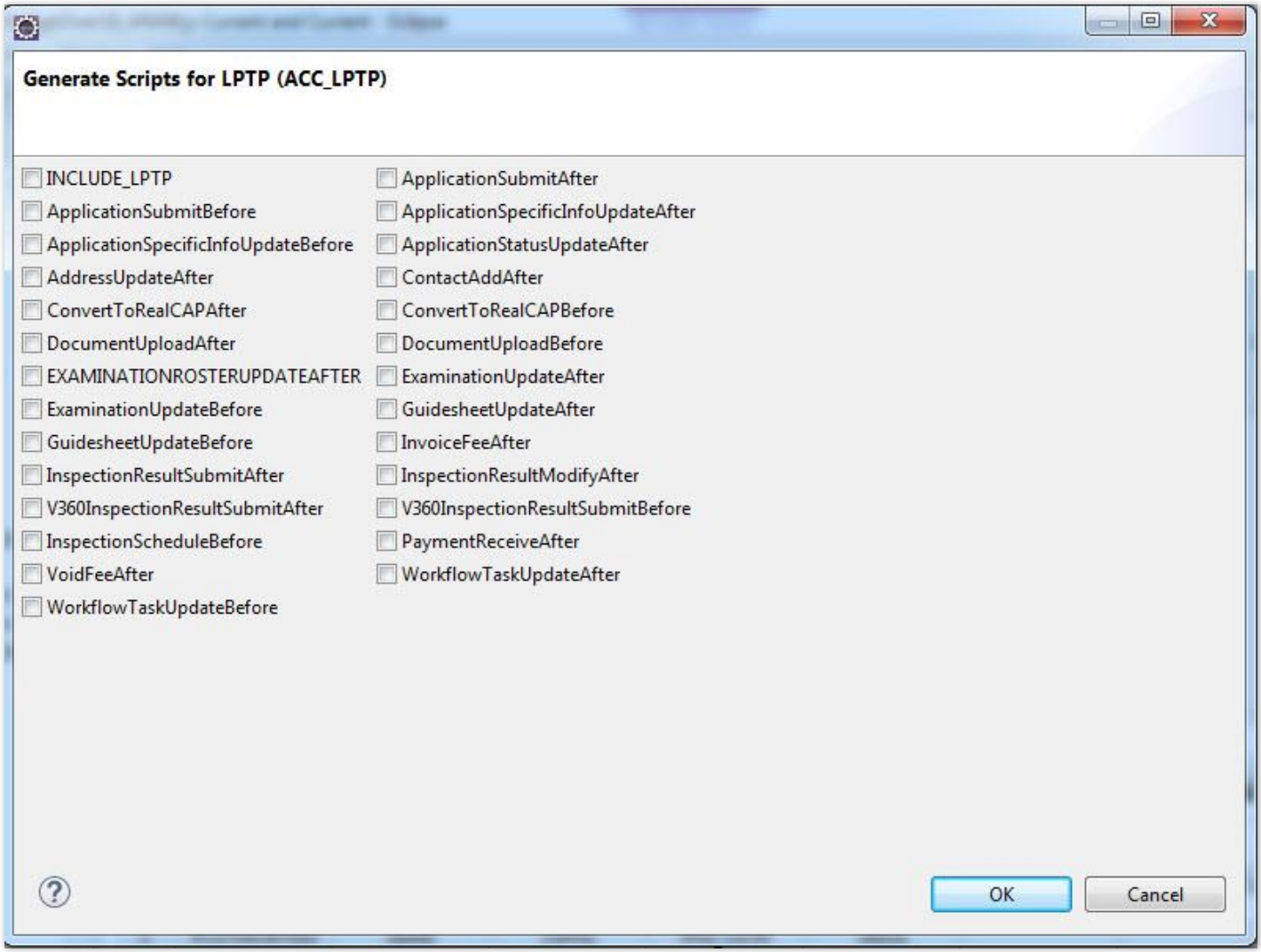

Figure 24: Generate Scripts Popup

Click the checkboxes related to the scripts you would like to generate as appear in above figure then click **OK** button to generate the selected scripts.

The scripts will be generated and pushed to server

8. Working with Synchronize View

To synchronize project, click on the related action as described in the actions table above, then **Accela Synchronize View** tab will appear as shown below:

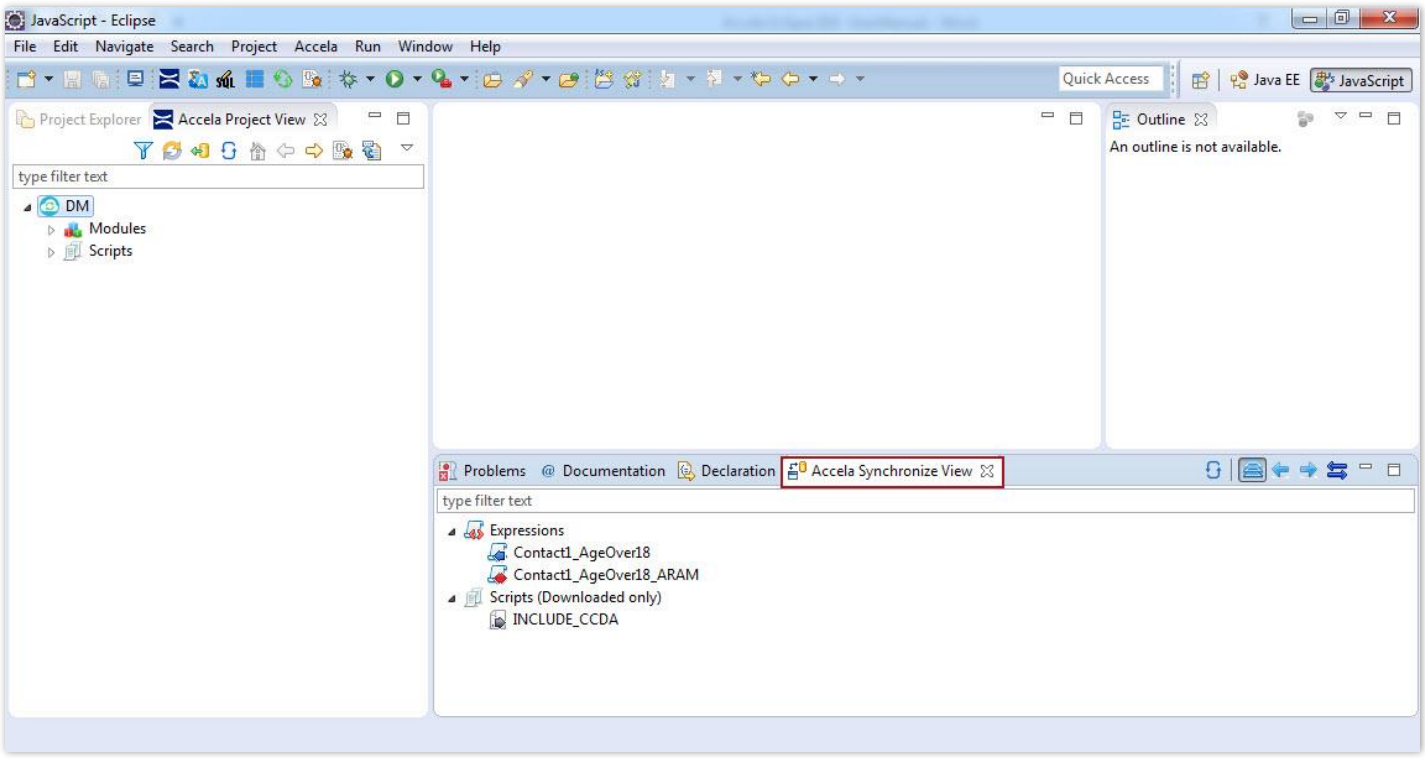

Figure 25: Accela Synchronize View Tab

8.1. Types of Synchronization Results

By synchronizing your project there is three types of results will appear to you, as listed below:

1. **Incoming**: where the updates on the project have been made by others, and it is represented by incoming icon .
2. **Outgoing**: where the updates on the project have been made by you, and it is represented by outgoing icon .
3. **Conflict**: where the updates on the project have been made by others and you, and it is represented by conflict icon

8.2. Actions on Synchronization Results

You can find a list of the actions available on the synchronization results in the below table:

Table 3: Synchronization Results Actions

Action Icon	Action Name	Action Availability	Description
	All	Toolbar	Click on it to view all type of synchronized items
	Incoming	Toolbar	Click on it to view synchronized items that have been updated by others
	Outgoing	Toolbar	Click on it to view synchronized items that have been updated by you
	Conflict	Toolbar	Click on it to view synchronized items that have been updated by others and you
	Synchronize	Toolbar, right click on expression root.	Shortcut for synchronize action button
	Compare With Server	context menu	For more details go back to Table 1.
	Compare With Local File	context menu	For more details go back to Table 1.
	Push to server	context menu	For more details go back to Table 1.
	Update	context menu	For more details go back to Table 1.
	Mark as merged	context menu	For more details go back to Table 1.

Double clicking the node will open the compare with server action.

View the link below for more information on the compare feature:

http://help.eclipse.org/mars/index.jsp?topic=%2Forg.eclipse.platform.doc.user%2Freference%2Fref-25.htm

9. Working With Translation View

Accela IDE gives you the ability to save new keywords with their translations in several languages and to check in case the translation is already exist by searching for it, to do so follow below steps:

1. Select **Translations** from **Accela** menu in the toolbar to view **Accela Translator** tab, as appear in below figure:

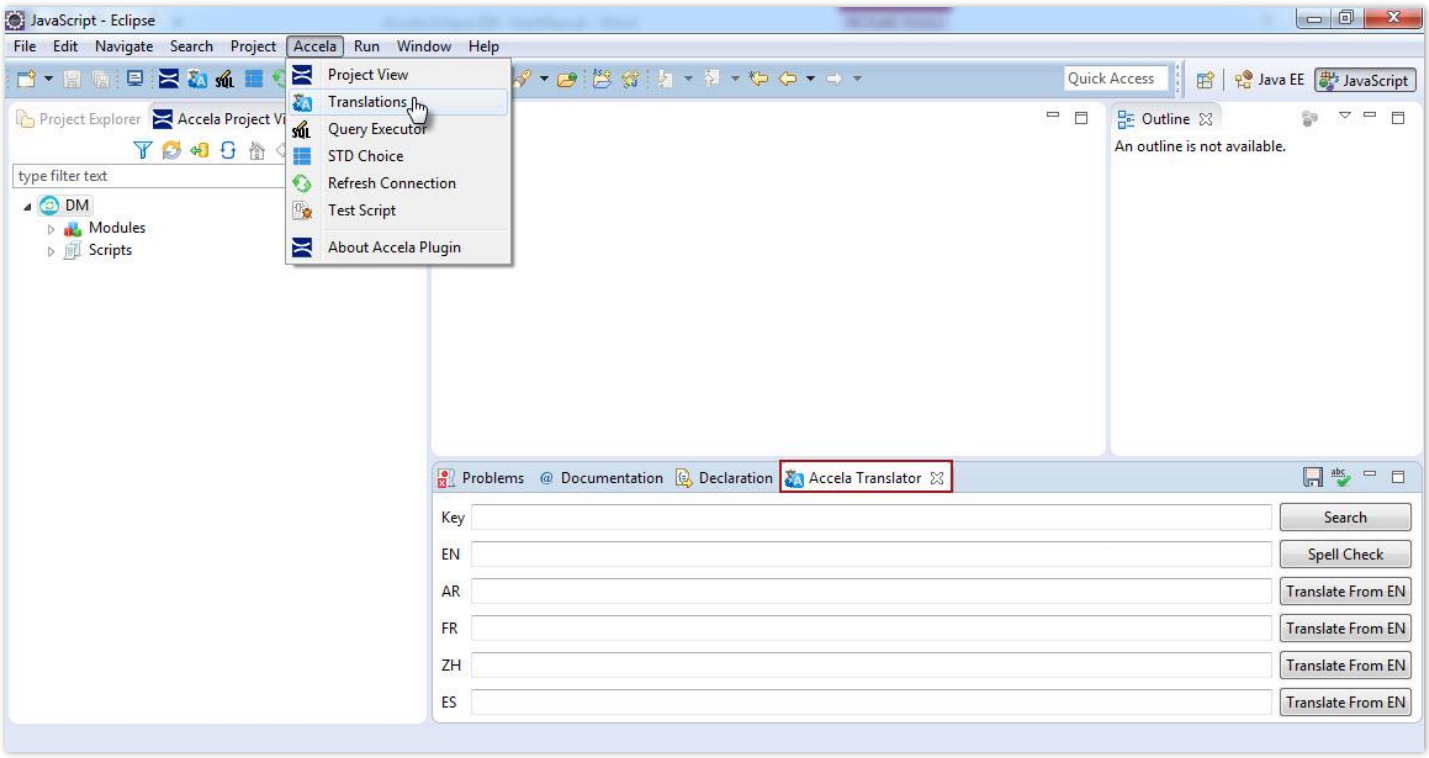

Figure 26: Accela Translator Tab

2. To search for translations available, insert the translation key in **Key** field, if available, then click **Search** button, the translation information will appear if the translation key is available, if not, warning message will appear as below:

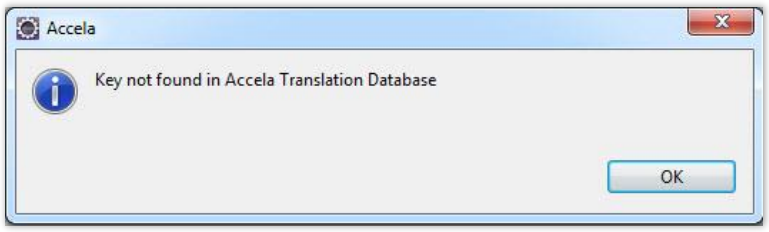

Figure 27: Translation Key Not Found MSG

3. To insert new translation, insert the terminology in **EN** field then click on **Translate From EN** button related to each language field in order to translate the requested keyword, the translations will be based on the most common terminologies used in Accela applications.
4. To check the spelling for the terminology click on **Spell Check** button.
5. To save the new translation click on save icon in the tab toolbar.
6. If the translation is already exist, a warning pop up message will appear to you, then you can check the translation key for the already exist translation in the console, as appear in below figure.

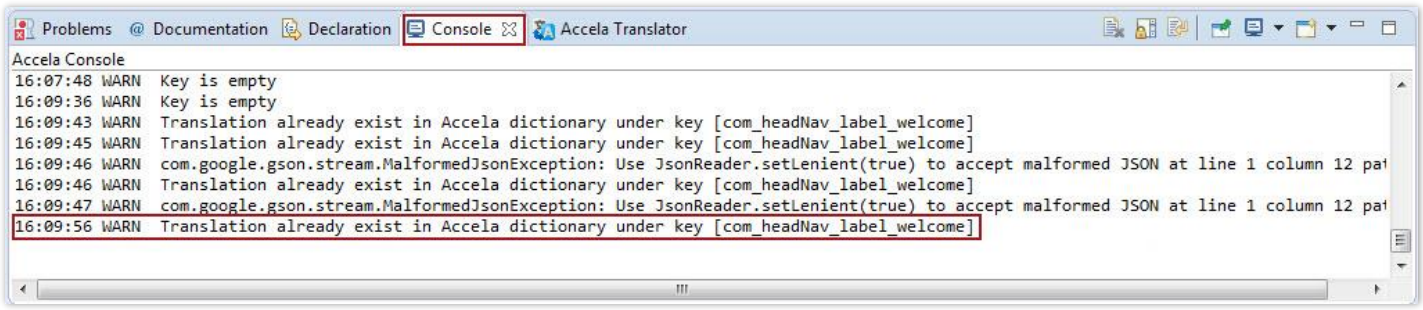

Figure 28: Console Tab

10. Working With Queries View

You will be able to run queries using Accela IDE, and to do so follow below steps:

1. Select **Query Executor** from **Accela** menu in the toolbar to view **Accela Query Executor** tab, as appear in below figure:

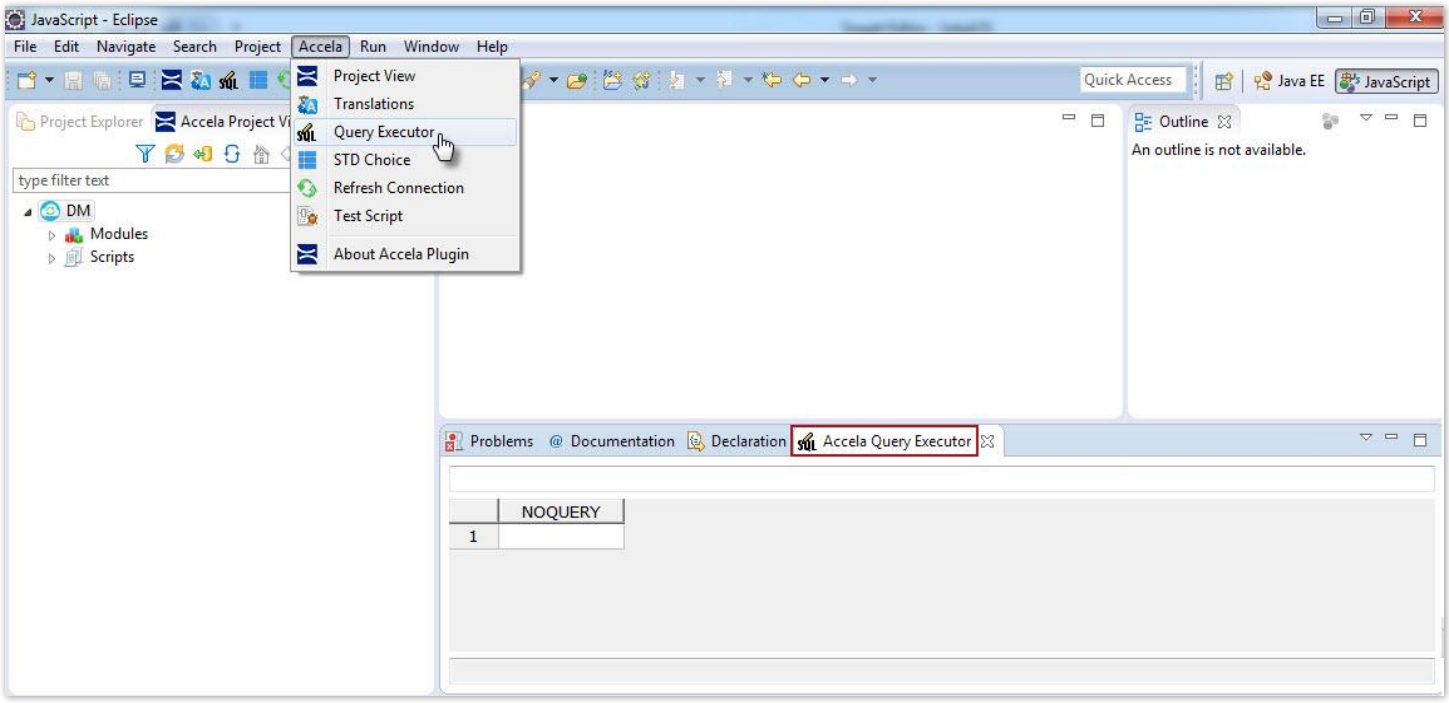

Figure 29: Accela Query Executor Tab

2. To run new query, insert your query in the textbox shown above the queries table, as appear in below figure, then press **enter** key, to execute the query as appear in below figure:

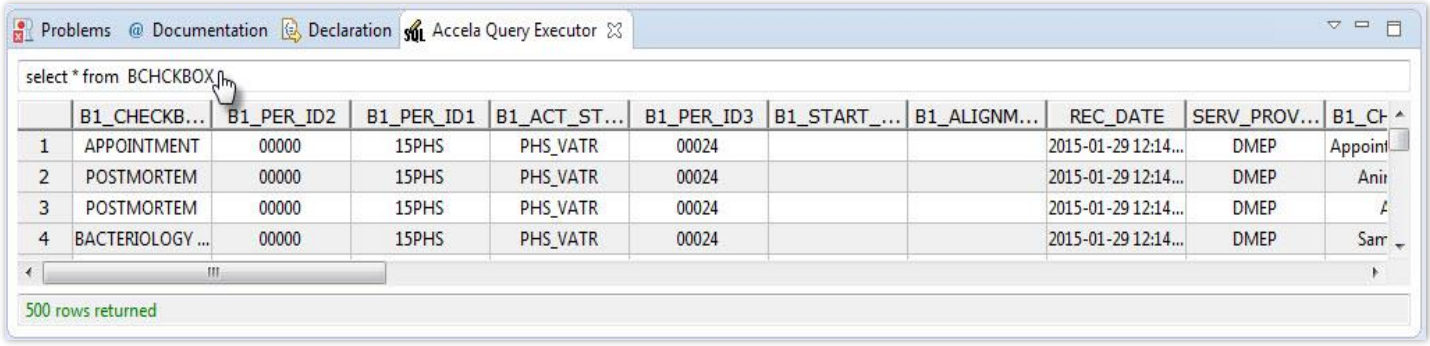

Figure 30: Accela Query Executor Tab - Run Query

3. You can run queries from history, by selecting the query from the list that will appear to you using the arrow at the right top of the Accela Query Executor tab, as shown in below figure:

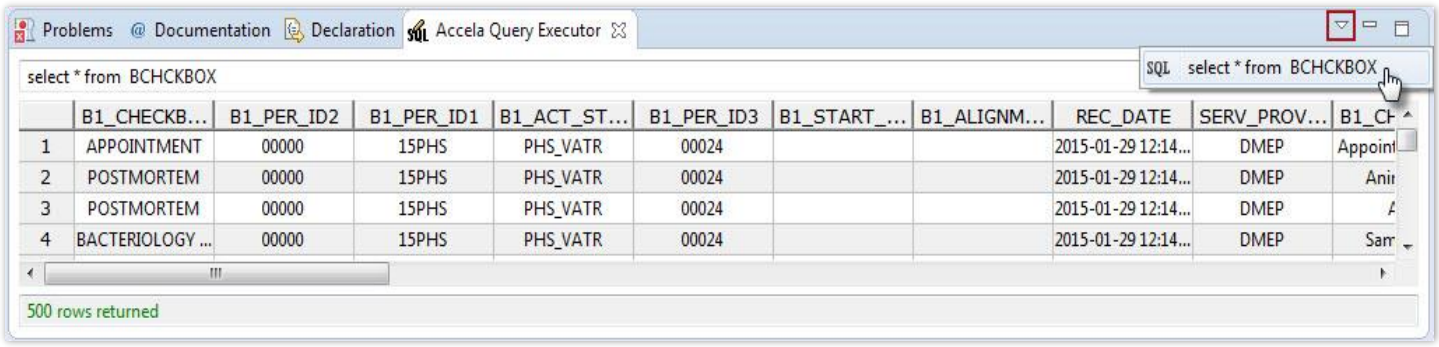

Figure 31: Accela Query Executor Tab - Run Query From History

11.Standard choices

Accela IDE gives you the ability to navigate through the standard choices available in Accela application, and to do so follow below steps:

1. Select **STD Choice** from **Accela** menu in the toolbar, as appear in below figure:

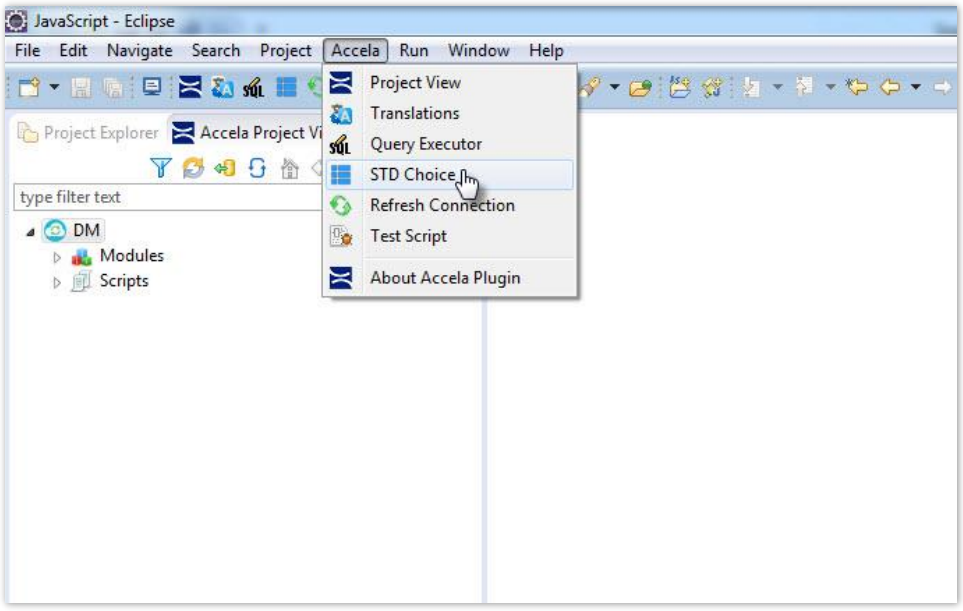

Figure 32: STD Choice

2. The following pop up will appear to you in order to select the standard choice you want to open:

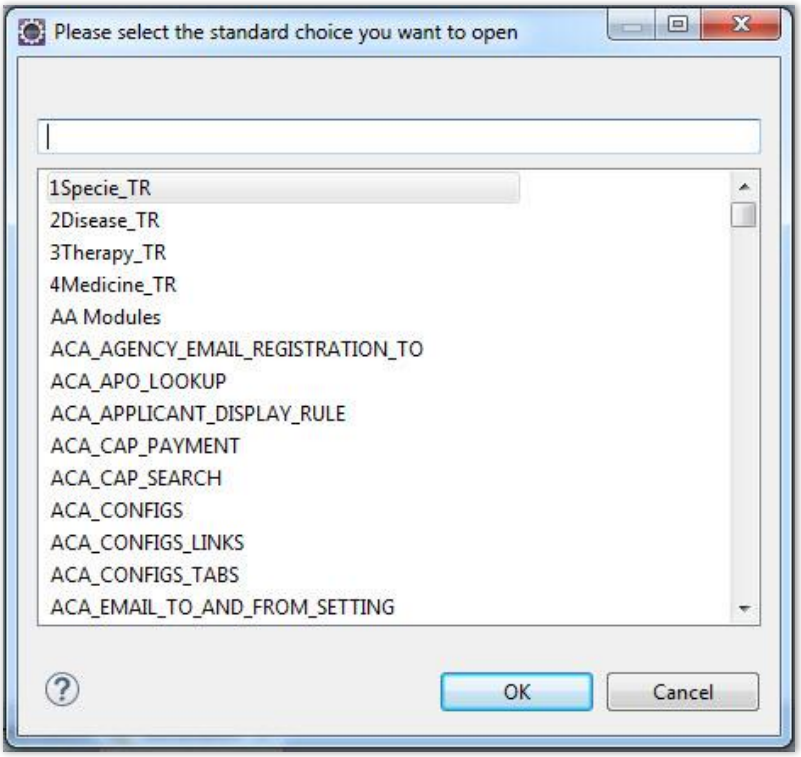

Figure 33: Standard Choices Popup

3. Filter for the standard choice you want to open by typing its name in the related textbox, then double click on it to view the standard choice keys and values, as appear in below figure:

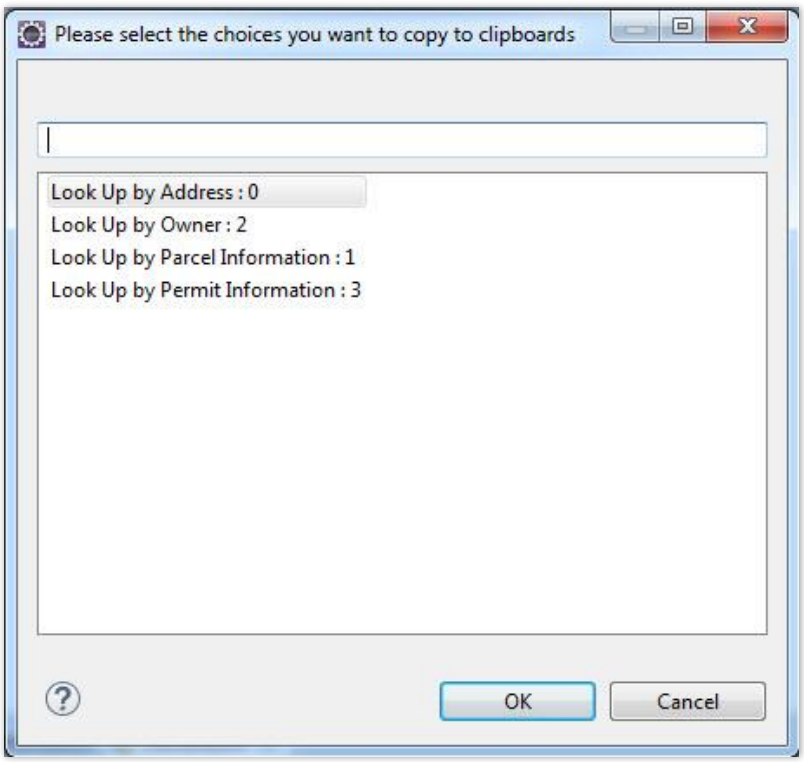

Figure 34: Standard Choices Key & Value Popup

4. Double click the key and value record to copy to clipboard (multi-selection is applicable).

12.Settings

To manage Accela IDE Preferences, Select **Preferences** option from **Window** menu in the toolbar, as appear in below figure**:**

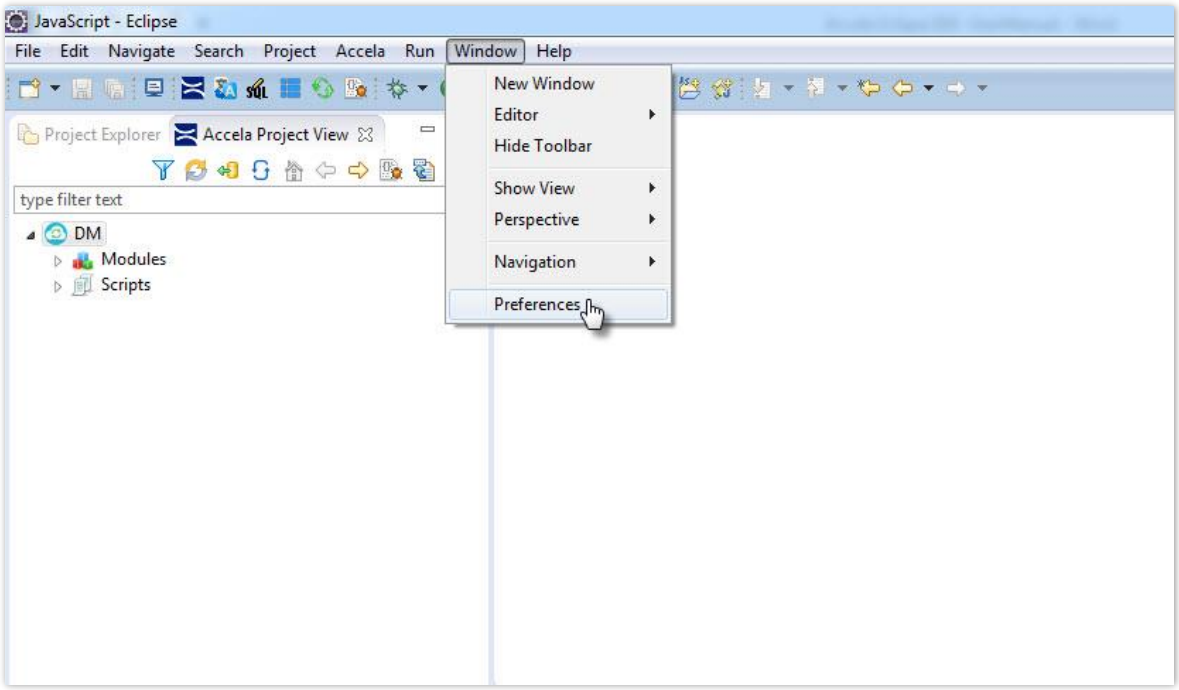

Figure 35: Preferences

12.1. Console

1. Once you choose Preferences option from Window menu, the **Preferences** pop up will appear to you, then Select **Accela** -> **Console** to manage your console options, as appear in below figure:

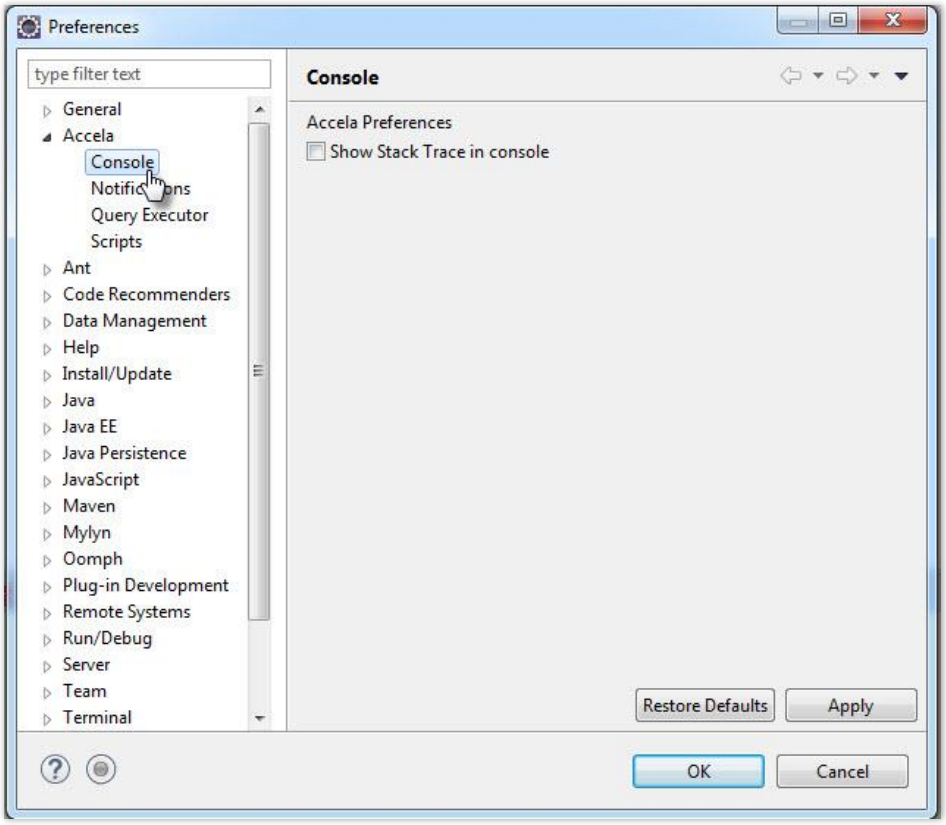

Figure 36: Console

12.2. Notifications

1. Click on **Notifications** from **Accela** option to manage your notifications, as appear in below figure:

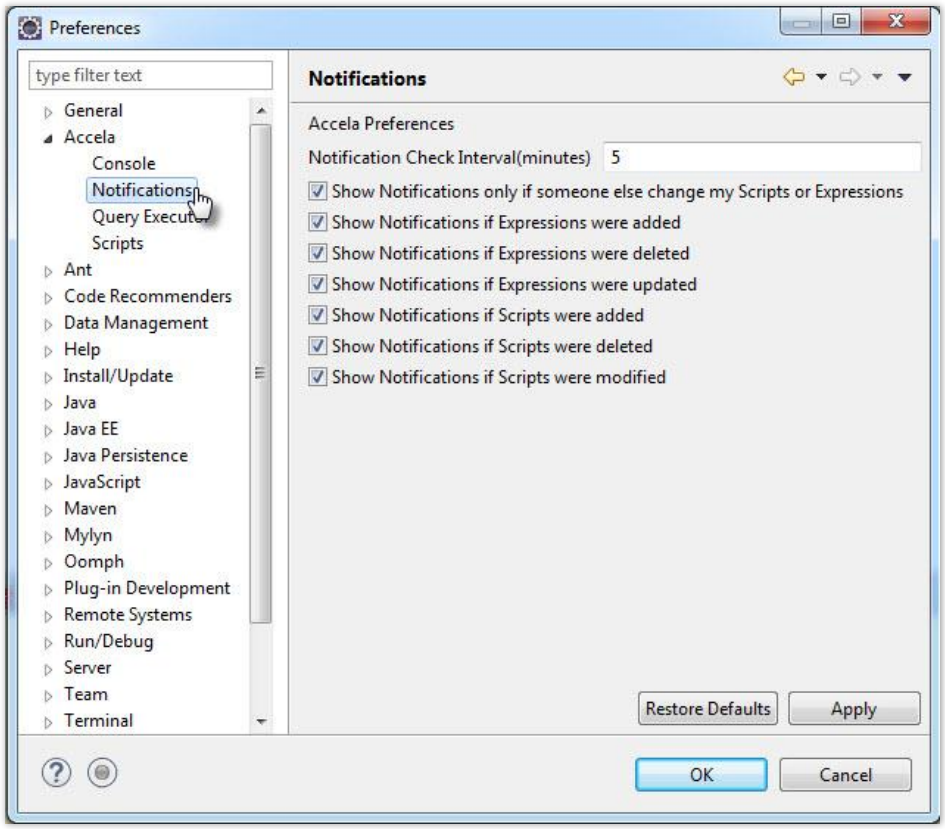

Figure 37: Notifications

2. Click the checkboxes for the desired options then click on **Apply** button to apply changes.

12.3. Query Executor

1. Click on **Query Executor** from **Accela** option to manage your query executor, as appear in below figure:

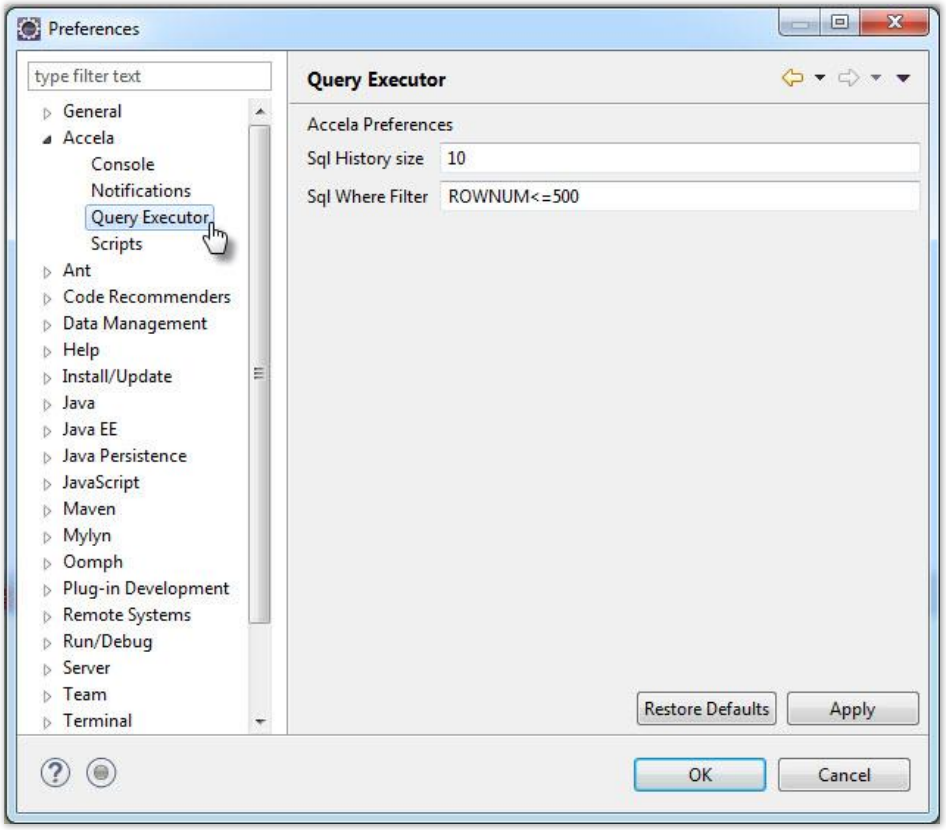

Figure 38: Query Executor

Below is the description of above fields:

a. **Sql History size**: shows the history size in Accela IDE

b. **Sql Where Filter**: it makes an automatic filter to any script at the specified entry data

12.4. Scripts

1. Click on Scripts from Accela option to manage your scripts, as appear in below figure:

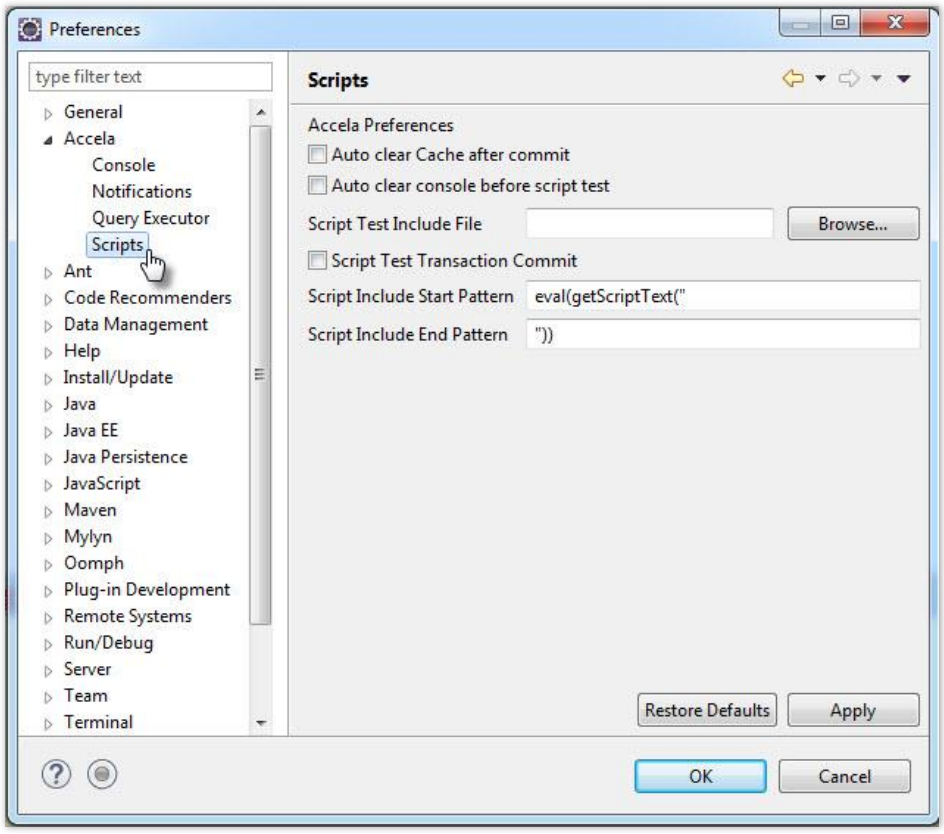

Figure 39: Scripts

Below is the description of above fields:

a. **Auto clear Cache after commit**: makes an automatic clearance after committing the script

b. **Auto clear console before script test**: it will automatically clears the script console after performing the test

c. **Script Test Include File**: to include the master file in each test script operation

d. **Script Test Transaction Commit**: to commit or roll back a script