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# OpenText™ Documentum™ Archive Services for SAP® Solutions

## Configuration Guide

Configure SAP to enable communication between SAP and OpenText Documentum Archive Services for SAP Solutions.

EDCCOSAPAR250400-CGD-EN-01

# OpenText™ Documentum™ Archive Services for SAP® Solutions
# Configuration Guide

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**This documentation has been created for OpenText™ Documentum™ Archive Services for SAP® Solutions CE 25.4.**
It is also valid for subsequent software releases unless OpenText has made newer documentation available with the product, on an OpenText website, or by any other means.

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Chapter 1

# Documentum Archive Services for SAP Solutions

## 1.1 Overview

Documentum Archive Services for SAP Solutions (AS SAP) integrates the OpenText™ Documentum™ Content Management System with the SAP R/3 or ECC system. Based on the SAP HTTP ArchiveLink 4.7 interface, Documentum Archive Services for SAP Solutions provides a technology bridge between OpenText Documentum Content Management (CM) and SAP R/3 or ECC.

Documentum Archive Services for SAP Solutions provides these functions:

- Enables users to access and display documents stored in a OpenText Documentum CM repository from within a variety of SAP modules.
- Archives SAP data, reports, and documents through ArchiveLink certified interfaces in OpenText Documentum CM.
- Supports archiving attachments through GOS menu (GOS Attachments Archiving) from SAP.

### 1.1.1 Intended audience

In order to address the manuals to the correct audience, the roles of the users of the manuals have been defined as follows:

- **System Administrator** – This role covers users who install and configure Archive Services. The Archive Services application integrates OpenText Documentum CM and the SAP R/3 system.
- **Archive Services Administrator** – This role covers users who manage Documentum Archive Services for SAP Solutions using WebAdmin.
- **Standard User** – This role covers users who view documents using SAP GUI.

This document is intended for system administrators.

This document forms part of a documentation suite designed to support those who install, configure, and use Documentum Archive Services for SAP Solutions. The product and documentation suite can be found on OpenText My Support.

## 1.2 Documentum Archive Services for SAP Solutions architecture

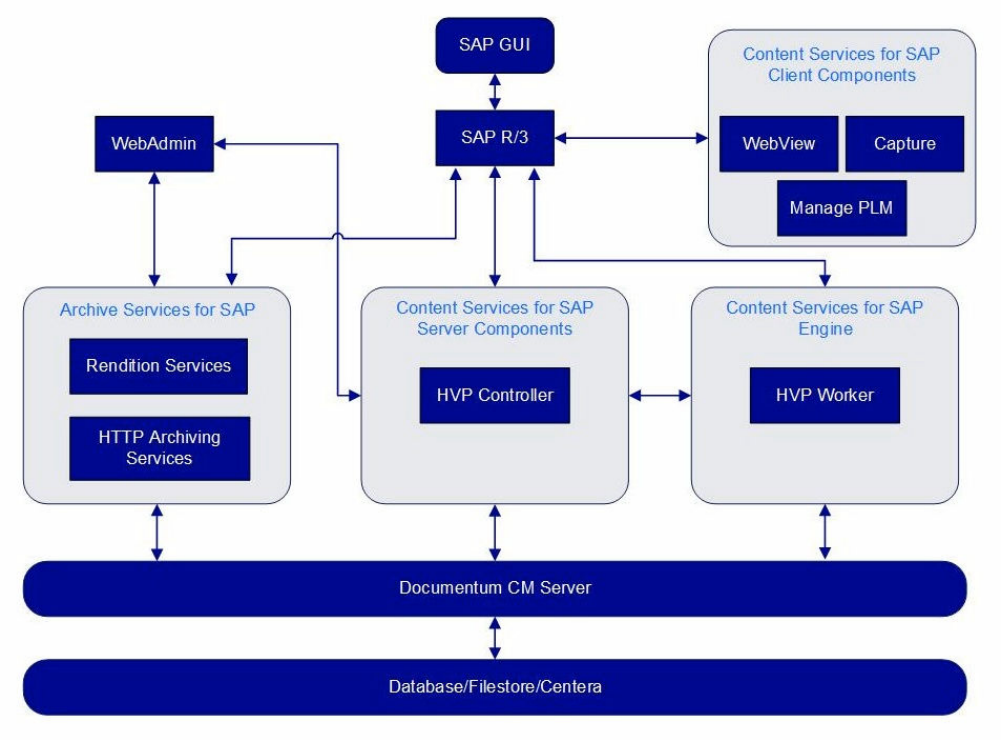


**Figure 1-1: Documentum Archive Services for SAP Solutions and SAP**

**Note:** Capture component is not present in the 7.2 and later releases.

Documentum Archive Services for SAP Solutions consists of these components:

- HTTP archiving services

  A server component that, using an HTTP connection to SAP, enables you to archive reports, data, and incoming and outgoing documents from SAP to the OpenText Documentum CM repository. Documentum Archive Services for SAP Solutions is a Java servlet that communicates with SAP ArchiveLink. The reports and archived documents can later be retrieved and viewed through SAP GUI.

  **Notes**

  – OpenText Documentum CM recommends that you move from RFC- to HTTP-based archiving. No data migration is required. However, you cannot move back from HTTP archive to RFC because HTTP-archived documents are not accessible through RFC. HTTP and RFC can coexist in different archives.

  - If you migrate from RFC-based archiving to HTTP-based archiving, you do not need to convert pre-existing links from RFC to HTTP. The migration from RFC- to HTTP-based archiving will ensure that all pre-existing links continue to work.

- WebAdmin

  An administrative tool hosted within the Documentum Administrator console that allows you to:

  - Create, configure, and manage archives.
  - Manage certificates for the archive.
  - Create repository connections for Documentum Archive Services for SAP Solutions.
  - Configure document archival for Documentum Archive Services for SAP Solutions.

## 1.3 Documentum Archive Services for SAP Solutions ILM architecture

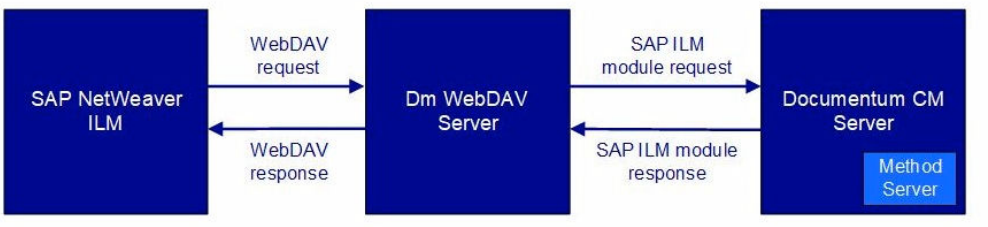


**Figure 1-2: Documentum Archive Services for SAP Solutions ILM**

- DM WebDAV Server: A web application, which acts as an interface between SAP ILM and OpenText™ Documentum™ Content Management Server.
- SAP Netweaver: A third-party system, which provides SAP ILM capabilities.

## 1.4 Supported SAP document formats

OpenText Documentum CM supports the following SAP document classes/formats:

- Incoming or Scanned Documents (FAX class, Tiff format)
- Outgoing Documents (OTF class, PDF format)
- Archived Data (REO class, REO format)
- Reports or Print Lists (ALF class, ALF format)

## 1.5 SAP and Documentum Archive Services for SAP Solutions terms and definitions

**Table 1-1: Terms and definitions**

| Term | Definition |
|---|---|
| AS SAP | Product that inter-connects OpenText Documentum CM and SAP. |
| HTTP Archiving Services | Server component that, using an HTTP connection to SAP, enables you to archive reports, data, incoming and outgoing documents from SAP to the OpenText Documentum CM repository. HTTP Archiving Services is a Java servlet that communicates with SAP ArchiveLink. The reports and archived documents can later be retrieved and viewed. |

| Term | Definition |
|---|---|
| WebAdmin | An administrative tool hosted within the Documentum Administrator console that allows you to:<br>• Create and manage archives<br>• Manage certificates for the archive<br>• Create repository connections for Documentum Archive Services for SAP Solutions |
| DFC | Documentum Client Library manages communication between clients and OpenText Documentum Content Management (CM) Server. It contains a library of API calls that are used by clients for execution on the Documentum CM Server. All client requests to the Documentum CM Server go through the DFC. |
| ArchiveLink | Cross-functional interface that is part of the SAP Basis System. ArchiveLink handles storing and retrieving documents and data to and from a repository external to SAP. |
| SAP DMS | Document Management System that is part of the SAP Basis System. Presents a logical layer to integrate with external systems like AutoCAD or OpenText Documentum CM. Not directly related to ArchiveLink. |
| SAP PLM | SAP Product Life-Cycle Management (PLM) provides an integrated environment that ensures all people involved in product development, manufacturing, and service have quick and secure access to current information. It provides a set of BAPI calls that can be used by external systems like OpenText Documentum CM. |
| SAP Master Record | A set of master data, such as customer or vendor data, which is used in the creation of SAP documents. |
| SAP GUI | SAP Graphical User Interface is a menu/ screen tool that connects a client to the SAP server. |
| Original Document | Paper-based version of a document.<br><br>For example, an invoice may consist of two sheets of paper received from a supplier. Paper documents are scanned in and stored as electronic originals in OpenText Documentum CM. |

| Term | Definition |
| --- | --- |
| SAP Document | An electronic transactional record of header data and line items in SAP. |

Chapter 2

# Configure the ArchiveLink interface for Documentum Archive Services for SAP Solutions

## 2.1 Overview

You can store and retrieve documents, reports, and data through SAP ArchiveLink and DMS interfaces. Prior to running Documentum Archive Services for SAP Solutions, the SAP R/3 system must also be configured. This chapter describes how to configure your R/3 ArchiveLink and other related transactions through SAP GUI and the R/3 system.

**Note:** The configuration steps often reference direct transaction codes. These codes allow you to navigate directly to the correct configuration screen. Most of the system configuration is performed in the SAP Implementation Guide for R/3 customizing (IMG). You can navigate to this screen using the following transaction code: `spro`.

When configuring Documentum Archive Services for SAP Solutions, you configure an HTTP-based Archive Server.

**Note:** OpenText Documentum CM recommends that all new installations are based on the HTTP-based Archive Server. The primary reason is that SAP development is focused on an HTTP-based archive protocol.

## 2.2 oac0 – Defining a logical ArchiveID

The name of the logical ArchiveID must be the same as the ArchiveID created using WebAdmin, as described in the 'Configuring, Viewing, and Editing Archives' section of the *OpenText Documentum Archive Services for SAP Solutions - Administration Guide (EDCCOSAPAR250200-AGD)*.

**To define a logical ArchiveID in SAP:**

1. Execute the following transaction in the archive transaction code field:`oac0`
2. In the **Display Content Repositories: Overview** page, click on any content repository whose **Storage type** is HTTP Documentum Server.
3. In the **Display Content Repositories: Detail** page, click **Display/Change**.

   **Copy as** is enabled.
4. Click **Copy as**.

5. Edit the **Content Rep.** field so that it is the same as ArchiveID created using WebAdmin, as described in the *OpenText Documentum Archive Services for SAP Solutions - Administration Guide (EDCCOSAPAR250200-AGD)*.
6. In the **Transfer drctry** field, type the directory path where SAP can write the Print List till it is in the Storage Queue.
7. In the **HTTP Server** field, type your system name.

   **Note:** Type the IP address of your system in this field.

8. In the **HTTP Script** field, type the following:

   ```
   /<Archive Services Virtual Directory>/archivelink/<name-of-repository>
   ```

   **Note:** Archive Services for SAP Solutions may not work as expected in the presence of a leading slash at the beginning of this **HTTP Script**.

9. Save the logical ArchiveID configuration with **Content Repository** > **Save**.

## 2.3 oag1 – Configuring basic settings

You must define the basic settings for ArchiveLink.

**To configure the basic settings:**

1. Execute the following transaction in the transaction code field:

   `oag1`

2. Ensure that **Deactivate Print List Management in DMS** is selected.
3. Save your changes.

## 2.4 oanr – Configuring number ranges

You must configure the number ranges for ArchiveLink.

**To configure the number ranges:**

1. Execute the following transaction in the transaction code field:

   `oanr`.

2. To edit the configuration, click **Intervals** (marked with a pencil).

   The **Display Number Range Intervals** window opens.

3. Configure the Number Range 01 with default values.
4. Save your changes.

## 2.5 oaqi – Creating queues

When Print Lists are archived, the SAP print spooler puts the document into the asynchronous queue. The scheduler then picks up the document and sends it to the archive. The queue serves as a buffer for everything sent to an SAP archive. Other queues are used for outgoing documents and barcodes. These queues can be seen on the ArchiveLink Monitor screen (transaction code: oam1). If this screen shows the word MISSING instead of zeros, you must create queues and specify an administrator. Define an SAP user with the proper ArchiveLink administrator profile as the administrator for these queues. Defining an administrator will automatically create the queues. Check that the queues have been created by reviewing the transaction.

**To create queues:**

1. Execute the following transaction in the transaction code field:

   `oaqi`

   The **SAP ArchiveLink: Create All Queues (CFBC, CARA, CGDA)** screen appears.

2. Fill in all the options with `x`.
3. Type a valid SAP login name in the **Queue Administrator** field.
4. Select **Program** > **Execute**.
5. Click **Cancel** to close this window.

## 2.6 oaat – Scheduling jobs

The SAP schedule job periodically checks the output queue and sends all the items in the queues to the archive. You must configure the schedule job to successfully archive documents to an SAP archive.

**To schedule a job:**

1. Execute the following transaction in the transaction code field: `oaat`
2. Create a new job.
3. Type **ILQBATCH** in the **ABAP Program** field.
4. To verify that there are no errors, click **Check**.
5. Save your changes.
6. Click **Back** to return to the **Define Background Job** window.
7. Click **Start Date**.
8. Set **Start Time** to **Immediate**.

9. Select **Periodic Job**.
10. Click **Period Values** and specify an interval such as 20 minutes.

    This value should be determined by the following factors:

    - Frequency of archival
    - Time taken to archive your largest document; for example, your largest Print List
11. Save your changes.
12. Click **Exit**.

## 2.7 spad – Configuring optical archives as output devices

An output device is the driver software for the logical output device which archives documents using the ArchiveLink interface. To correctly archive a document to SAP, you must define the output device as an optical archive. Configuring an output device includes defining the type, the device, the spool server, and so on. There should be only ONE ARCH device; therefore, prior to defining a device with the ARCH short name, you should delete any existing ARCH devices such as ARCHIXOS.

**To configure an optical archive as the output device:**

1. Start SAPGUI and connect to your R/3 server.
2. Execute the following transaction in the transaction code field: `spad`.
3. Click the **Output Devices** button.
4. Click the pencil button to edit settings.

   **Note:** You can only have one printer and that printer must be named ARCH. If you are already using a printer named ARCH you can either delete it or use the existing ARCH device.
5. In case ARCH already exists, select device ARCH and click **Delete**.
6. Click the **New Entries** button to create a new output device.

   The **Change Output Device** screen is displayed.
7. Fill in the following information:

   **Table 2-1: Field descriptions of Change Output Device screen**

| Field name | Value |
|---|---|
| Output Device | ARCHIVE |
| Short Name | ARCH |

| Field name | Value |
|---|---|
| Device Type | ARCHLINK |
| Spool Server | Select spool server from drop list. Usually there is only one spool server listed |
| Device Class Type | A, for archive program |
| Access Method Fill | I, for archive service |
| Location Fill | Archive |
| Message Fill | ArchiveLink Device |

8. Click **Enter** and the dialog box changes.

9. Save your changes.

## 2.8 sm50 – Verifying spool processes

Archive Services uses the standard SAP print spooler to send reports to the ArchiveLink queue. To successfully archive a document, the print spooler must be running.

**To verify if a spool process is running:**

1. Execute the following transaction in the transaction code field: `sm50`.
2. Verify that a process named SPO is waiting or running.

   If you do not have a spool process running, contact your SAP system administrator. Starting a spool process usually involves restarting the SAP server.

## 2.9 oaa3 – Configuring the SAP inline Print List viewer protocol

SAP R/3 includes a Print List viewing feature that allows you to view saved Print Lists, in SAPGUI, in their native ALF format. To view saved Print Lists in SAPGUI, you must configure the protocol to support the viewer.

**To configure the Print List viewer to display the Print Lists in SAPGUI:**

1. In the transaction code field, execute the following transaction: `oaa3`.

   The **SAP ArchiveLink: Communications interface administration** page appears.

2. Click **Create**.

   The **New Protocol** dialog box appears.

   For example, when you define the protocol name as **DCTMALF**; this refers to Archive Services with ALF Viewer.

3. Type `version 0045`, `0046`, or `0047` for HTTP-based archiving.
4. Save your changes.

   The **Overview of a Protocol** window appears, displaying your newly defined protocol.
5. Double-click **Display Stored Document**.

   The **Overview of a Protocol** window appears, showing a list of Document Classes.
6. Select the * row which indicates all document classes.
7. Click the pencil button.

   The **Overview of a Protocol** dialog box appears.
8. Type **OPEN** in the **Communication Type** field.
9. Press **Enter**.
10. Type **DCTM** in the **Application** field.
11. Click **Continue**.
12. In the **Overview of a Protocol** window showing the list of Document Classes, select the ALF document class.
13. Click the pencil button.

    The **Overview of Protocol** dialog box appears.
14. Type **R/3** in the **Communication Type** field.
15. Press **Enter**.

    No application is entered here.
16. Save your changes.

    You are returned to the **Overview of a Protocol** window.

    If you repeat step 4 to step 11, you should see that the * document class and the ALF document class are indicated as **Maintained Explicitly**. All other document classes should be indicated as **Not Maintained Explicitly**.

# 2.10 Configuring Documentum Archive Services for SAP Solutions ILM

Information Lifecycle Management (ILM) provides the following type of objects:

- `Sap_ilm_document_share`: It contains all shared attributes.
- `Sap_ilm_document_light`: It contains attributes related to *ilm_document*. This is a Light Weight System Objects (LWSO) object.

## 2.10.1 To Configure Documentum Archive Services for SAP Solutions with ILM

1. Install the Documentum CM Server and configure a repository with the following:
   a. Retention Policy Services
   b. Records Manager and Physical Records Manager

      **Note:** Physical Records Manager (PRM) is optional.

   c. Content Services for Centera (for Centera)
2. Install `rps.dar`.

   **Note:** To install the DAR files, use Composer (with the Documentum CM Server).

3. Optional Install `prm.dar`.
4. Install `ASSAP Enterprise_Integration_Core.dar`.
5. Install `ASSAP Enterprise_Integration_SAP_ILM.dar`.
6. Install `dmwebdav.war` on a Web Application Server, for example, Tomcat 10.1.13.
7. Install `da.war` and `records.war`, preferably on a different application server.
8. For a new version of `dfc.jar`, replace the `dfc.jar` with the latest `dfc.jar` in the *dmwebdav/WEB-INF/lib* directory.
9. Change the `dmwebdav\WEB-INF\web.xml` file based on the repository to be accessed. Search for the text as explained in the following code and make the necessary modifications:

```
<init-param>
<param-name>docbase</param-name>
<param-value>xxx</param-value>
<description>
Name of the Docbase to be made accessible through Documentum WebDAV Services.
</description>
</init-param>

<init-param>
```

```
<param-name>documentObjectType_<docbasename></param-name>
<param-value>sap_ilm_document</param-value>
</description>
The docbase object type that will be used while creating new objects.
</description>
</init-param>

<init-param>
<param-name>folderObjectType_<docbasename></param-name>
<param-value>sap_ilm_folder</param-value>
</description>
The docbase object type that will be used while creating new objects.
</description>
</init-param>

<init-param>
<param-name>return2OOForCollection</param-name>
<param-value>yes</param-value>
</description>
This is to enable new certification for SAP Client,this returns
2OO instead of 4O3 for collection objects for a HEAD/GET method.
</description>
</init-param>

<init-param>
<param-name>extensions-enabled</param-name>
<param-value>true</param-value>
</init-param>
```

10. Replace the default `dmwebdav.jar` and `Namespace.jar` in the *dmwebdav/WEB-INF/lib* directory with the respective ILM custom JAR files (available in the current release).

11. Log in to Documentum Administrator as an install owner and select **Privileged Clients** > **Manage Clients**. Select all the clients on the left pane and transfer them to the right pane. Approve the unapproved clients.

    **Note:** You can also select the specific client for WebDAV and approve.

12. Use the following command to execute `ConfigSAPILM.jar` present in the Documentum Archive Services for SAP Solutions install directory:

```
java -classpath
<DOCUMENTUM_SHARED>\dctm.jar;<Path_to_dfc.properties>;<TOMCAT>\
webapps\dmwebdav\WEB-INF\
lib\IDmcPolicyEngine.jar;<TOMCAT>\webapps\dmwebdav\WEB-
INF\lib\IDmcRps.jar;<TOMCAT>\webapps\dmwebdav\WEB-
INF\lib\IDmcRpsModules.jar;<TOMCAT>\webapps\dmwebdav\WEB-
INF\lib\DmcPolicyEngine.jar;<TOMCAT>\webapps\dmwebdav\WEB-
INF\lib\DmcRecords.jar;<TOMCAT>\webapps\dmwebdav\WEB-
INF\lib\DmcRps.jar;<path_to_ConfigSAPILM.jar>"com.documentum.ei.tools.ConfigSAPILM
<user name> <password> <repository>
```

13. To archive into Centera, create a Centera storage as follows:

    a. Log in to Documentum Administrator and navigate to **Storage**.

    b. Create a new *Centera store*.

    c. In the storage parameters, specify the IP of Centera.

       If there is a .pea file to access the Centera, specify the storage parameters as explained in the following example: *128.221.200.60?C:\Documentum\dba\config\ILM_D65_SP1_02\us2_armTest1.pea*.

d. Select the **Select Retention information** and specify the **Retention Attribute** name as *i_retain_until*.

e. Select **Application provides retention** and ensure **Fixed retention** is not selected.

f. Save.

g. In Documentum Administrator, navigate to **Administration** > **Type** and select **sap_ilm_document**. Edit the properties and change the default storage to the Centera store.

14. Copy **DmSapILM.properties** to *dmwebdav\WEB-INF*. This file specifies the following Documentum Archive Services for SAP Solutions ILM related properties:

- **Version**: denotes version number
- **SAPILM.admin.username**: indicates administrator user name, for Documentum Archive Services for SAP Solutions ILM
- **SAPILM.admin.password**: indicates password for administrator user, to be mentioned in an encrypted form. Use DFC Utility to encrypt the password.
- **CenteraRetentionAttribute**: enables Centera retention policy attribute and as same as 'i_retain_until' attribute value. For example, CenteraRetentionAttribute=false
- **forceEmptyCollectionDelete**: deletes an empty collection forcibly from DM WebDAV. For example, forceEmptyCollectionDelete=true.
- **SAPILM.admin.runHybrid**: sets the `SAPILM.admin.runHybrid` property to false:
  - To handle high scalability and huge volume of RPS requests, use the latest RM/RPS asynchronous capabilities. For details, see *OpenText Documentum Content Management - Records Client User Guide (EDCRM-UGD)*.
  - In addition to RPS asynchronous capabilities, *SAPILM.admin.runHybrid* and *SAPILM.admin.timeInMsForProppatchStart* is used for asynchronous processing of Retention Policy Application at the *DM WebDAV* server layer.
  - If the *SAPILM.admin.runHybrid* property is set to true, then the Proppatch requests are applied in an asynchronous manner with a delay as specified in *SAPILM.admin.timeInMsForProppatchStart*. For example, *SAPILM.admin.runHybrid=false*.
- **SAPILM.admin.timeInMsForProppatchStart**: Indicates the time interval in Ms(Milli Second) based on which the Retention Policy Application request will be launched. This property is applicable when you set *SAPILM.admin.runHybrid* is set to true. Arrive at this time interval in Millisecond based on the system configuration used to run the Proppatch requests. For example, *SAPILM.adin.timeInMsForProppatchStart=1000*.

- **dmsapilm.sapilmAdminForceunknowretentionupdate**: Indicates to forcefully update the unknown retention.
- **dmsapilm.sapilmAdminIlmUserPassword**: SAP ILM administrator password.

15. From Documentum Administrator, navigate to **User Administration** and assign the *install owner* user to *dm_retention_managers* and *dm_retention_users* group.

## 2.11 Testing Documentum Archive Services for SAP Solutions ILM

Following are the types of WebDAV requests:

- MKCOL – to create folder
- PUT – to create file
- GET – to get file
- PROPPATCH – to apply retention on folder or file based on the expiration_date property sent by SAP. Propagation (in case of nested folders) and Prolongation rules to be respected.
- PROPFIND – to retrieve the expiration_date information applied on the file or folder
- DELETE – to delete the file or folder

### 2.11.1 Testing to create a collection object

1. Open a browser and open the WebDAV BC-ILM interface.
2. Select **MKCOL**.
3. Enter the folder path or archive patch and then enter the collection name to be created.
4. Click **Execute**.

   In the given archive patch, a collection gets created with the given name.

Chapter 3

# Customize SAP document class

## 3.1 Overview

The following sections describe how to archive document classes from SAP. The customization of each SAP setup is different depending on which document class the archived document belongs to. The document classes are:

- ALF
- FAX
- OTF
- REO

For all classes, you must configure, at least the following:

- oac0
- oac2
- oac3

The customizations described in the following sections are in addition to any specific customizations that you must configure.

## 3.2 oac0 – Configuring content repositories

SAP allows you to define a content repository (previously known as a logical archive). This content repository is mapped to a OpenText Documentum CM archive using WebAdmin. The OpenText Documentum CM archive links to a set of rules such as content folders, OpenText Documentum CM document types, and so on in the OpenText Documentum CM repository. It is recommended that you store each document type in a separate archive. Using WebAdmin, you must create a matching archive for each ArchiveID defined in SAP. This ArchiveID defines what actions (types, folders, retention, and so on) are applied on an SAP document when it is archived. The following sections explain how to create an archive in SAP for each represented document class.

When configuring archives, you can configure HTTP-based archives.

**To define an SAP content repository:**

1. Execute the following transaction in the transaction code field:

   ```
   oac0
   ```

2. Click the pencil button to edit the table.
3. Click **New Entries**.
4. Select **Full administration**.

   The **Change Content Repositories** window opens.
5. Fill in the following information on the **Change Content Repositories** window.

   **Table 3-1: Field descriptions of Change Content Repositories screen**

| Field name | Value |
|---|---|
| Content rep | Specify a two-letter archive name. For example, AA |
| Description | A meaningful name. For example, SAP Print Lists (AA) |
| Storage type | Select HTTP |
| Protocol | The previously configured protocol |
| Version No. | 0045 or 0046 for HTTP |
| Output Device | ARCHIVE |

6. Type appropriate values in the following fields:

   - HTTP server

     Type the hostname or IP address of the Archive Services host. If you use a server name here, ensure that you can ping the server by name from the SAP server.
   - Port Number

     Type the port number being used (default is 80).

     When using a default Tomcat configuration, this value is usually 8080.
   - HTTP Script

     Type the following value in this field: <*virtual-directory*>/archivelink/<*repository*>

     <*repository*> is the name of the repository that you will be archiving content into. You must configure a corresponding archive in the Archive Services, using WebAdmin.
   - Basic path

     Type the file system path to the location where SAP will put archived documents to be picked up by Archive Services.
   - Arch path

     Usually, the same as the Basic path.

Repeat this procedure to define the additional archives. You may use this procedure to define any OpenText Documentum CM archives in SAP.

## 3.3 oac2 – Defining document types

You must select which document types you will be archiving, and correlate those to SAP document classes, such as FAX, ALF, OTF, and REO. The list of document types provided by SAP, when using transaction OAC2, are the templates to be used for categorizing your SAP documents for archiving. You can customize the standard document types by using the SAP XYZ naming conventions.

- FAX documents are documents that will be scanned and linked to SAP.
- ALF are reports produced and linked from SAP.
- OTF are outgoing SAPSCRIPT documents produced and linked from SAP.
- REO documents are data archive files which are compressed by the SAP ADK and stored externally in that format.

**To define document types for SAP:**

1. Execute the following transaction in the transaction code field:

   `oac2`

2. If you are defining a new document type, select **New Entries**.

   You may also copy existing document types.

3. If you are modifying an existing document type, use **Change and Details**.
4. Type information in the **Description** and **Doc. class** fields as appropriate for your configuration.
5. When you have finished selecting document types, save your changes.

## 3.4 oac3 – Defining links

Using the link table, you can categorize SAP documents to define what combination of SAP object type (for example, SOOD) and SAP document type (for example, GENPRILIS) are stored and linked to which archive.

The SAP document type is linked to the SAP document class, previously known as SAP document type (for example, ALF, OTF, REO) which determines how the document is produced and linked. For example, the ALF class refers to reports, FAX to scanned documents, and OTF to outgoing SAPSCRIPT documents.

**To define links:**

1. Execute the following transaction in the transaction code field:

   `oac3`

   The **Display View "Links for Content Repositories": Overview** screen appears.

2. Select **Table View** > **Display > Change**.
3. Fill in the following information in the **New Entries** table:

**Table 3-2: Field descriptions of New Entries table**

| Field name | Value |
|---|---|
| Object Type | Use legitimate object type such as SOOD for Print Lists, and BKPF for accounting documents |
| Document Type | The SAP doc type as defined in OAC2 such as GENPRILIS |
| S (Status) | Type an x in this column |
| Arch. ID | Type the archive ID of a newly created archives, for example, AA |
| Link | Type the name of the link tables where links will be maintained. TOA01-TOA03 |
| Ret Prd. | 0 |

4. Save your changes.

Chapter 4

# Test the archive process using a Print List

## 4.1 Overview

After completing the configuration procedures described previously in this guide, you should test the archiving process by:

- Defining an ArchiveID in WebAdmin.

  The 'Configuring, Viewing, and Editing Archives' section of the *OpenText Documentum Archive Services for SAP Solutions - Administration Guide (EDCCOSAPAR250200-AGD)* has more information.

- Testing the connection between SAP and Documentum Archive Services for SAP Solutions.
- Creating a document type in SAP.
- Archiving a Print List.
- Displaying the archived Print List in SAP GUI.

## 4.2 Creating a document type in SAP

**To fully test the archival and retrieval cycle, configure a simple Print List:**

1. Execute the following transaction in the transaction code field:

   `oac3`

   The **Display View "Links for Content Repositories": Overview** screen appears.

2. Select **Table View** > **Display > Change**.
3. From the list, select any item with the ObjectType **SOOD**.
4. Click the **Copy As** icon and execute.
5. In the page that appears, type any piece of text starting with the alphabet Z in the **Document type** field.

   Thus, Z<*Your Text*> will be the document type.

6. In the **Storage system** field, type the name of the logical ArchiveID where the documents will be archived, as described in "oac0 – Defining a logical ArchiveID" on page 11.
7. Save your changes.

## 4.3 Testing connection between SAP and Documentum Archive Services for SAP Solutions

1. Execute the following transaction in the transaction code field:

   `oac0`

2. In the **Display Content Repositories: Overview** page, click on any content repository whose **Storage type** is HTTP Documentum CM Server.

3. In the **Display Content Repositories: Detail** page, click the **Test connection** button.

   An information message appears at the bottom of the page, indicating that the connection test has been successful.

## 4.4 Archiving a Print List

1. Execute the following transaction in the transaction code field:

   `f.21`

2. Click **Execute**.

3. In the **List of Customer Open Items** page that appears, select **List** > **Print**.

   The **Print Screen List** dialog box appears.

4. Click **Properties**.

   The **Spool Request Attributes** dialog box appears.

5. In the **Parameters name** column, click **Output Options**.

6. From the **Storage Mode** list box, select **Archive only**.

   **Note:** Whenever you edit a parameter in this dialog box, we recommend that you select **Show Selected Print Parameters on Initial Screen**. This ensures that the customized settings are available in the initial **Print Screen List** dialog box.

7. Verify that the **Object Type** and **Document Type** fields contain the correct values, as configured in the **New Entries table**, as described in "oac3 – Defining links" on page 23. Pick the following values, for example: SOOD GENPRILIS.

   If your Document Type is incorrectly configured, refer to the following procedures for configuring document types in SAP archives: "oac2 – Defining document types" on page 23 and "oac3 – Defining links" on page 23.

8. Type additional information in the **Information** field.

   This label may be anything you want; for example, your initials.

9. Optionally, type a description of the Print List in the **Text** field.
10. In the **Parameter name** column, select **General attributes** > **Time of printing.**
11. From the **Time of print** list box, select **Print out immediately**.
12. Click **Continue** in the **Spool Request Attributes** dialog box.
13. Click **Continue** in the **Print Screen List** dialog box.
14. To verify that the Print List is in the archiving queue, execute the following transaction in the transaction code field: `oam1`.

    The **ArchiveLink Monitor** screen appears.

    The Print List is now queued, waiting for the scheduler to pick it up and transfer it to the archive.

    "oaat – Scheduling jobs" on page 13 contains information about configuring the ArchiveLink scheduler.
15. To accelerate the transfer of the Print List from the queue to the archive in the repository, click **Storage Queue**.

    The **Queue: Content server (CARA)** screen appears. You should now see an entry for the newly-archived Print List in this screen.
16. To view the archiving parameter details, double-click the Print List entry.

    The **Archiving request** window opens.

    Verify that the details are correct.
17. To archive the Print List in an archive located in a repository, click **Execute**.

    You should see a confirmation message that the queue has been processed.

    If no errors occur, you can continue testing by displaying the archived Print List.

## 4.5 Displaying the archived Print List in SAP GUI

1. Execute the following transaction in the transaction code field:

   `oadr`
2. To find a particular Print List, type appropriate search parameters in the appropriate fields.

   The **ArchiveLink: Hit List for Stored Print Lists** page appears.
3. Double-click an item in the list to select it.
4. Select **Print List** > **Display From Content Server**.

   SAP executes the **GET** command to retrieve the document from the OpenText Documentum CM archive. The retrieved document is displayed in SAPGUI and has the DocumentID of the Print List in OpenText Documentum CM.

## 4.6 Deleting archived and linked documents

In a repository, if you delete version 1.0 of a document that is linked to SAP or archived from SAP, the link to SAP is also deleted. This is because the dm_relation object which creates the link to SAP is deleted when the parent object (which is always version 1.0) is deleted.

We recommend that you do not delete the original version of objects that are linked to SAP if you want to maintain their link to SAP. If you need to delete version 1.0 of a document, but want to keep the link to SAP, then, after deleting the document, you must relink the object to SAP, outside of Documentum Archive Services for SAP Solutions.