

# Template Instructions

## Global development notes for the slides:

In the notes section of the slide you will want to have enough detail for an instructor to deliver the content related to the slide. For an instructor and narrator. The content note section has been broken up into two categories.

**Narration** is for recording online and for the instructor who is delivering the boot camp. Here is the all the content one wants when delivering this slide.

**Instructor notes**, would be additional information outside the narration which provides the instructor more context. I.e. Key questions to bring up with the class in order to generate discussion.

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**Using the Business Control Center**

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# Agenda

- Overview of the Business Control Center

# Learning Objectives

At the end of this lesson you should be able to:

- Configure and administer commerce site via the BCC.
- Understand the Business control center and its purpose
- Learn about the project deployment workflow
- Create and deploy a project that adds or changes an asset
- Learn about the use of BCC as an Administrative console

# Section 1:

## Overview of the Business Control Center





# What is the Business Control Center?

- ATG Business Control Center is a complete application for creating and maintaining the content required for ATG web applications.
- It is a browser-based tool that is the primary interface to most ATG Content Administration-related tasks:
  - Business users perform all ATG Content Administration activity with this tool.
  - Administrators use ATG Business Control Center to configure and manage deployment of assets to one or more target sites.
- It streamlines the process of developing site content by letting you manage all stages of the content lifecycle such as creation, approval, and deployment.

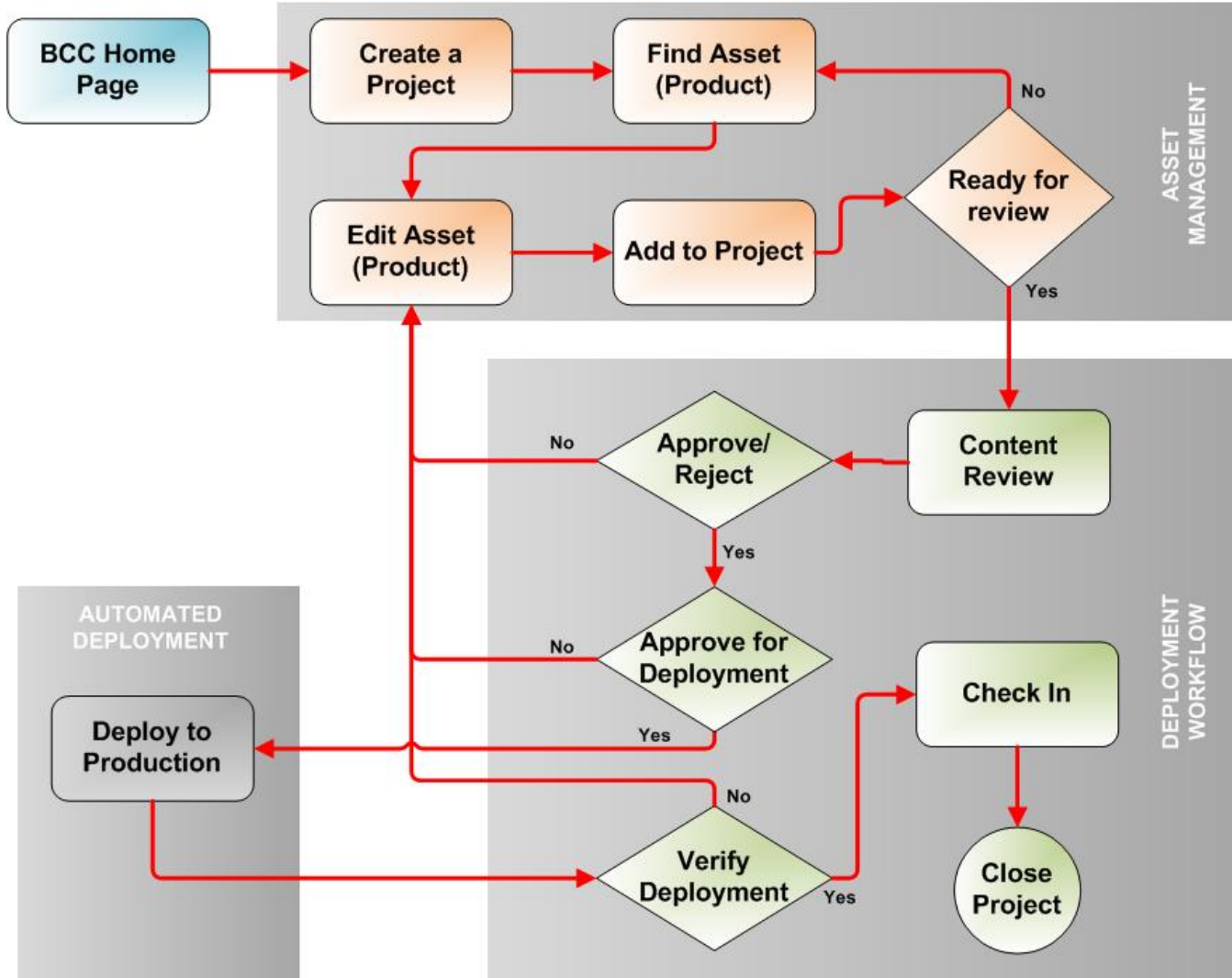
# Using BCC

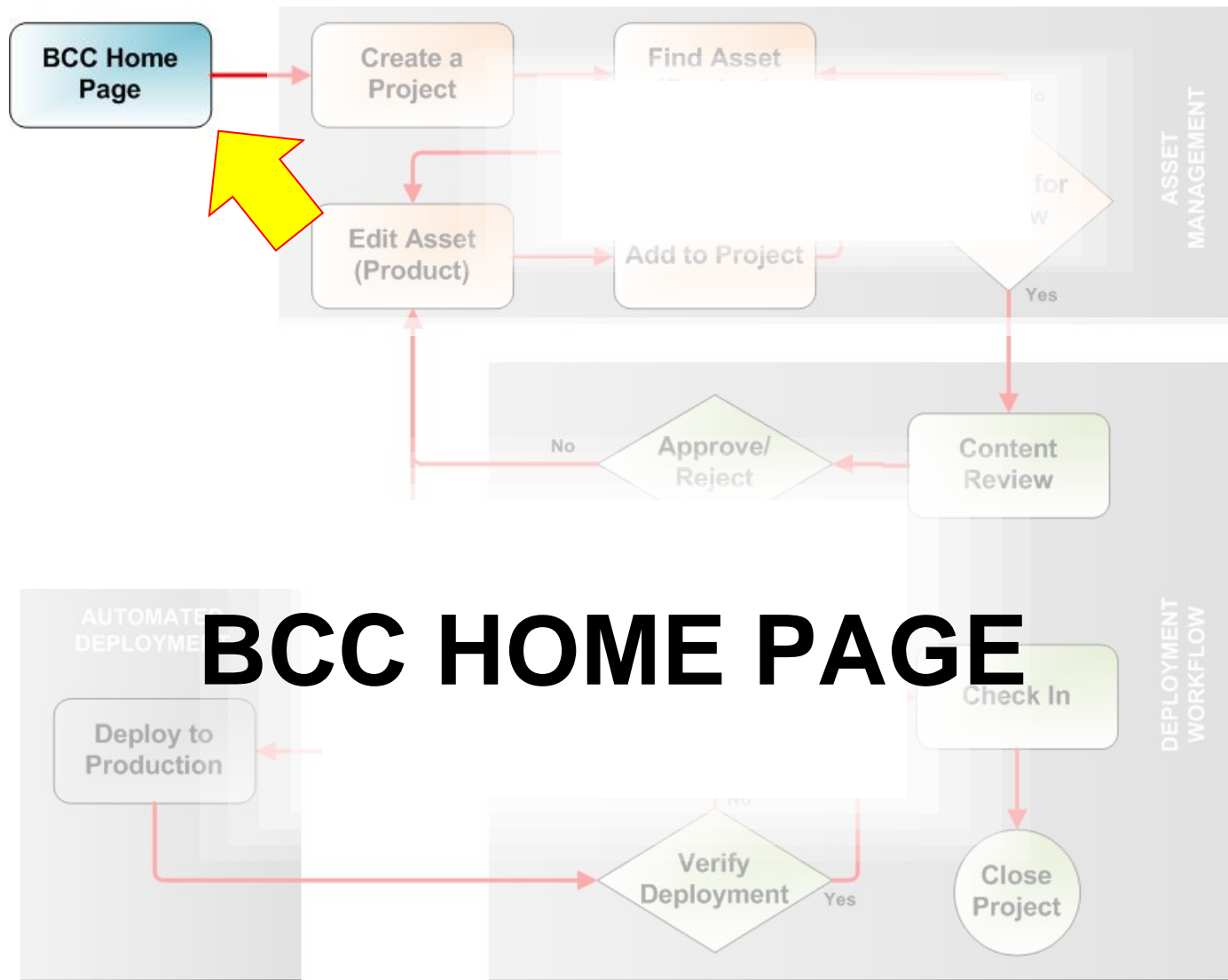
- Tommy Trojan works as a merchandiser in ABC Clothing Co.
- The marketing division discovered a typo in the product catalog and wishes to correct the typo in the page.
- The content for the page comes from a product description.
- Tommy Trojan will use the BCC to correct and deploy the change to production.
- Let us walk through the steps taken by Tommy and his manager Josephine.

# How It is Done (1)

- Tommy logs into the Business Control Center of the firm. It is typically only available from inside the company network for security purposes.
- He then creates a project called 'Correct product description.'
- He adds the relevant product asset to the project.
- Project will then go through these stages:
  - Ready for Review: The project is ready for review by the publishing administrator.
  - Content Review: The publishing administrator chooses 'Approve and Deploy to Production.'
  - The deployment is pushed to production.
  - Approve Production Deployment: The merchandiser can view the changes online and approve the deployment.
  - This closes the workflow.

# How It is Done (2)





# What We Are Doing Now?

- Tommy needs to get his change in.
- He will now log into the ATG Business Control Center.
- He will review the BCC home page and learn about the various features it offers.

# Logging in to BCC

The image shows a web browser window displaying the ATG Business Control Center login page. The browser's address bar shows the URL `abc.com/atg/bcc`. The page content includes the ATG logo, the text "Business Control Center v. 10.0.2", and a login form. The login form has two input fields: "Username:" and "Password:". A "Log In" button is located below the password field. To the left of the browser window, there are two red rounded rectangular boxes. The top box is labeled "User name" and has a red dashed arrow pointing to the "Username:" input field. The bottom box is labeled "Password" and has a red dashed arrow pointing to the "Password:" input field.

**User name**

**Password**

atg Business Control Center v. 10.0.2

Username:

Password:

Log In

# The BCC Main Page

List of Projects

Create a Project

The screenshot shows the ATG Business Control Center (BCC) main page. The browser address bar displays `abc.com/atg/bcc/home?requestid=753#`. The page header includes the ATG logo, the text "Business Control Center", and a welcome message "Welcome, admin" with links for "Utilities", "BCC Home", and "Log out".

The left sidebar contains a navigation menu under the "Operations" heading. The menu items are: Content Administration, Search Administration, Personalization, Site Administration, and Merchandising. The "Merchandising" section is expanded, showing sub-items: Manage Commerce Assets (highlighted with a red circle and a callout box labeled "Create a Project"), Import Employee Coupon, and Administer Commerce Search.

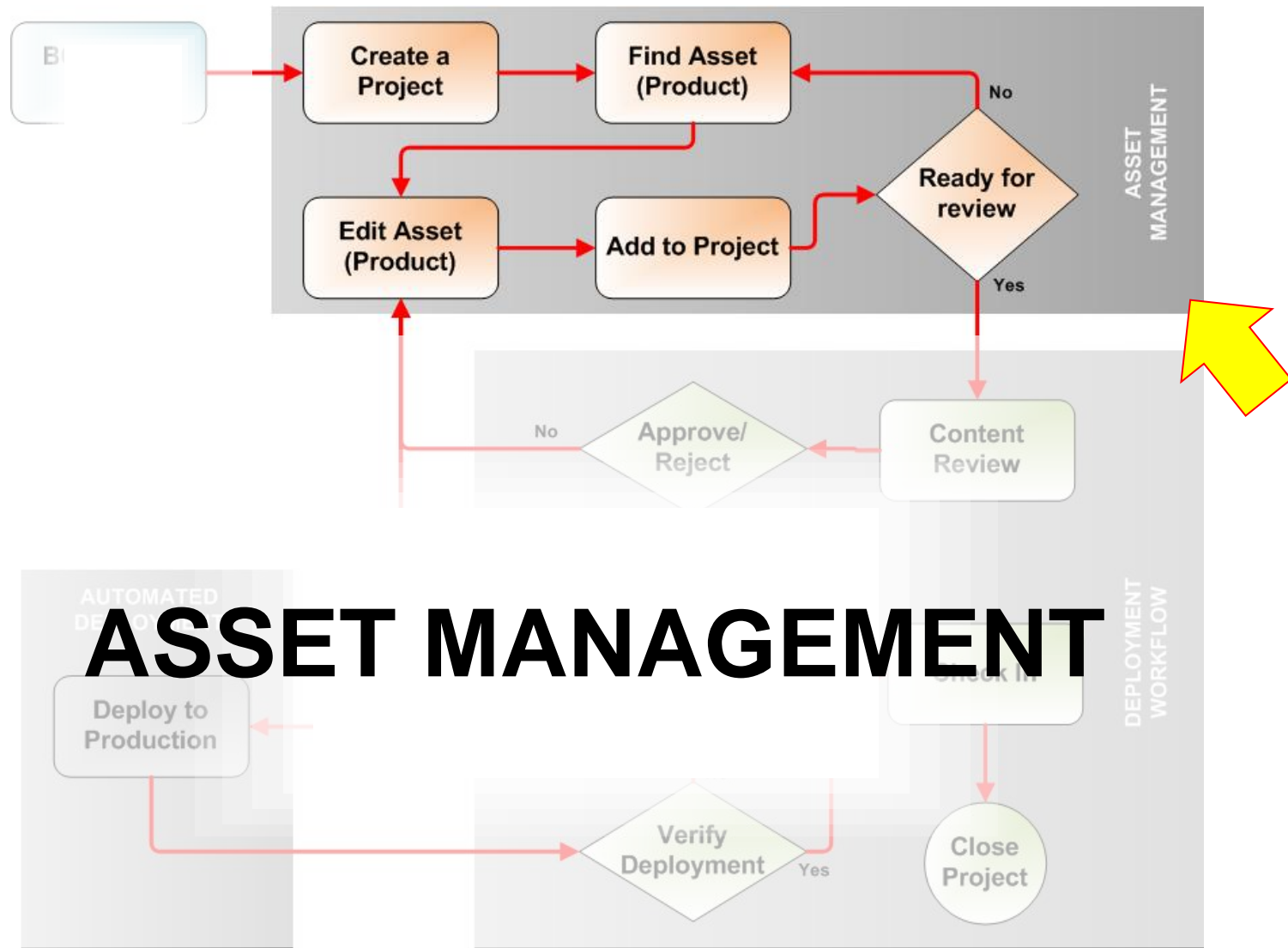
The main content area features a "To Do List" section. It includes a "Show:" dropdown menu set to "All Projects and Tasks". Below this is a list of projects, each with a "Go To Project" link. The projects listed are: Raghu\_Site, Raghu\_test, SW Demo, SW Demo CMS, SW criss cross tank, SW homepage slot 9, SW set up looks open template, SW test 2, SW update content keys, and Sw check bugs. A "Next >" button is located at the bottom of the list.

A red callout box labeled "List of Projects" points to the "To Do List" section. The footer of the page displays "© ATG 2005-2011" and "ATG Business Control Center".



# Getting to Know the BCC Main Page

- The BCC main page contains the following activities on the left navigation bar:
  - **Content Administration** used to administer site content.
  - **Search Administration** used to administer site search.
  - **Personalization** for administering personalization projects.
  - **Site Administration** for multisite administration.
  - **Merchandising** for merchandising activities.
- The right panel has a To-Do list which could show:
  - Project with My Tasks,
  - All Projects and tasks,
  - Projects I created,
  - Projects with Unassigned Tasks.



# ASSET MANAGEMENT

# What Are We Doing Now?

- Tommy will not enter the content authoring stage of the workflow.
- He will first create a project.
- He will then find the product that has the typo.
- He will proceed to fix the typo and save the change.
- This implicitly adds the product to the project.
- That finishes the content authoring stage of the workflow.

# Projects in ATG BCC

- All business user activities for ATG BCC are conducted as part of a project.
- A project serves two complementary purposes:
  - Acts as a container for related assets.
  - Controls the flow and assignment of asset management tasks. Project tasks typically include creation, editing, review, approval, and deployment.
- Each project has a workflow that determines the project tasks and their order of execution.
- When a project is complete, its assets are checked into the Content Administration versioned repository.
- The checked in assets become the latest versions.
- Project assets are checked in only after the project has been marked with 'Accept Production Deployment' task.

# Assets

- An asset is the most basic component of ATG Content Administration.
- It is any object that is part of an ATG application.
- Typically it is a repository item, but also can be a file, image or configuration asset.
- In this case, our asset is a product repository item.
- Many assets can be included in a project.
- All assets are deployed within a project they are contained in as a transaction.
- If the project deployment fails, no assets in that project are deployed.
- When reverting a project, all assets are reverted as well.

# Create a New Project

The screenshot shows a web browser window titled 'ATG Business Control Center'. The address bar shows 'abc.com/atg/bcc/process?paf\_portalId=default&paf\_pageId=10000'. The page header includes 'atg Business Control Center', 'Welcome, admin', 'Utilities', 'BCC Home', and 'Log out'. The main content area is titled 'Start a New Project - Manage Commerce Assets' and contains the instruction: 'Please complete the fields below to name your project. Once the project is started, you will be taken to the project details page, where you can assign the tasks for this project to people or choose the assets to change.'

Two red callout boxes with dashed arrows point to the form fields:

- Project Name** points to the 'Project Name' field, which contains the text 'Correct Product Description'.
- Project Description** points to the 'Project Description' field, which contains the text 'Correct the typo for Dream Weaver Shirt'.

At the bottom of the form are two buttons: 'Continue' and 'Cancel'.

© ATG 2005-2011 ATG Business Control Center

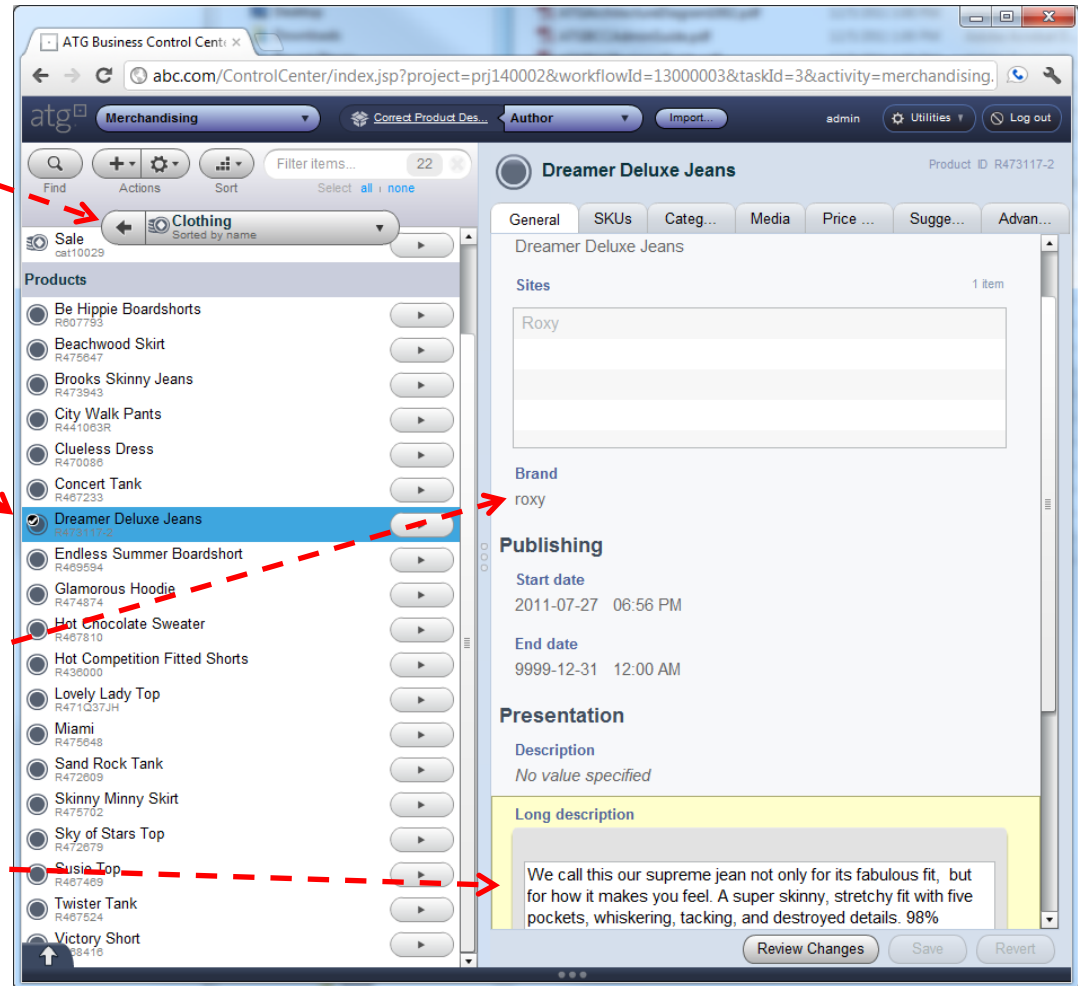
# Find the Product and Edit

Category  
Hierarchy

Product  
Listing

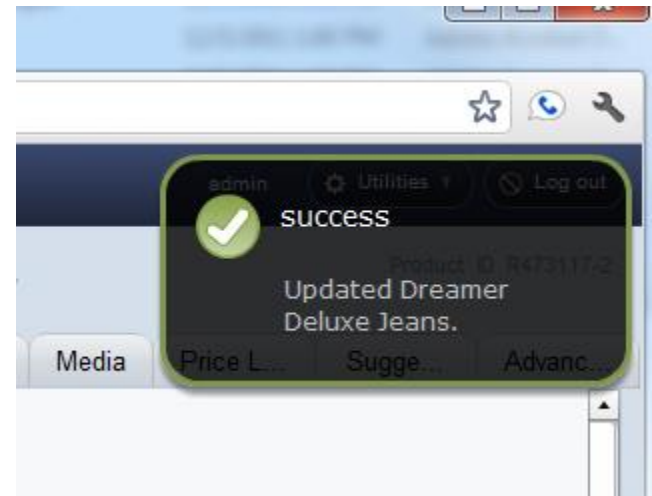
Product  
Details

Editing the  
Description



# Asset Updated

- Find the asset (product) in the catalog/category hierarchy or by finding the product in search.
- Edit the product by clicking on the field and making the change.
- BCC maintains a versioned history of the product that is being edited.
- When a field is edited, BCC will make a copy of the asset and add it to the project.
- A visual confirmation shows that the asset was updated.

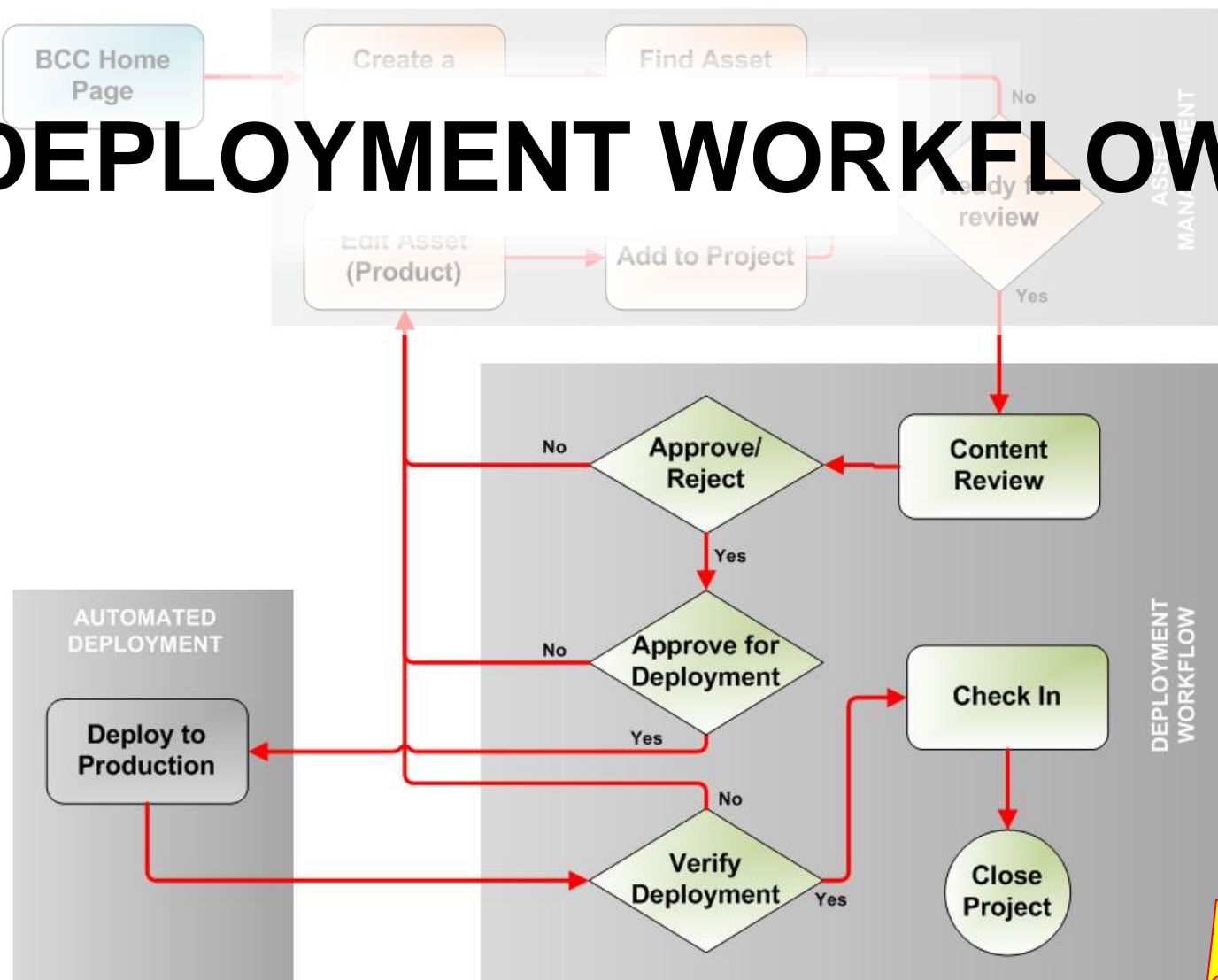




# Version

- A version is a numbered instance of an asset that is maintained in the Content Administration versioning system.
- All assets in the BCC are versioned. This ensures that users have access to the most recently saved instance of an asset.
- Each time a user adds an asset to the project, the system assigns the asset a new version number.
- This version becomes the current version when the project is deployed to **Production** and deployment is accepted by the merchandiser.

# DEPLOYMENT WORKFLOW



# What Are We Doing Now?

- Tommy has finished content authoring.
- He will first put the project in Content Review Stage.
- This stage should be completed by Josephine.
- She will go to the BCC, login, go to the project, and review the assets in the project.
- She then approves the Content Review putting the project in an Approve Deployment stage.
- Administrator or Josephine will then approve it for production deployment.
- Once the deployment is done, Tommy will review the changes in production.
- He will then accept production deployment, closing the workflow and the project.

# Workflow

- A workflow is a series of tasks that the project must pass through before it is complete.
- Workflows define:
  - The order in which the tasks are performed,
  - The possible outcomes of each task, and
  - The users who can work on each task.
- Workflows are configured by administrators outside the BCC.
- In this case the steps are:
  - **Content Review** carried out by a publishing administrator.
  - **Approve for Deployment** by the publishing administrator.
  - **Wait for Deployment** by the automated publishing agent.
  - **Verify Production Deployment.**

# Find the Project

The screenshot shows the ATG Business Control Center web application. The browser address bar displays 'abc.com/atg/bcc'. The page header includes the ATG logo, 'Business Control Center', and a welcome message for 'admin'. The main content area is divided into two sections: 'Operations' on the left and 'To Do List' on the right. The 'Operations' section contains a tree view with categories like Content Administration, Search Administration, Personalization, Site Administration, and Merchandising. The 'To Do List' section shows a list of tasks, including 'Correct Product Description' and several project-related tasks like 'Raghu\_Site', 'Raghu\_test', 'SW Demo', and 'SW Demo CMS'. Each task has a 'Go To Project »' link. A red dashed arrow points from the 'Current Projects' callout to the 'To Do List' section. Another red dashed arrow points from the 'List of Projects' callout to the 'To Do List' section. A third red dashed arrow points from the 'Access Project Workflow' callout to the 'Go To Project »' link for the 'Correct Product Description' task.

**Current Projects**

**Access Project Workflow**

**List of Projects**

ATG Business Control Center

Welcome, admin

Operations

- Content Administration
- Search Administration
- Personalization
- Site Administration
- Merchandising
  - Manage Commerce Assets
  - Import Employee Coupon
  - Administer Commerce Search

To Do List

Show: All Projects and Tasks

Correct Product Description

Go To Project »

Author: Unassigned Assign

Create and modify assets for eventual deployment

Raghu_Site	Go To Project »
Raghu_test	Go To Project »
SW Demo	Go To Project »
SW Demo CMS	Go To Project »
SW criss cross tank	Go To Project »
SW homepage slot 9	Go To Project »
SW set up looks open template	Go To Project »
SW test 2	Go To Project »
SW update content keys	Go To Project »

Next >

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ATG Business Control Center

# Find the Project – Available Projects

Searching  
for Projects

List of  
Available  
Projects

ATG Business Control Center

Welcome, admin | Utilities | BCC Home | Log out

Project search/browse page. The default listing shows all the active projects to which your profile has access. Enter search criteria on the right to refine the display.

Refresh results | Displaying page [1] 2 3 4

You searched for:  
Type of project: any type  
Containing:  
Items found: 33

Project Name	Project Status	Definition	Creator	Start Date	Editable	Current Task : Owner
sv-fix-CS-link-shopping	Active Project	Content Administration Project	admin	Jan 24, 2012		Author : Unassigned
TRE-2012022193342	Active Project	Content Administration Project		Jan 22, 2012		Author : Unassigned
check facet	Active Project	Administer Commerce Search	admin	Feb 14, 2012		Author : Unassigned
pricing	Active Project	Content Administration Project	admin	Jan 21, 2012		Author : Unassigned
siteasset	Active Project	Content Administration Project	admin	Jan 23, 2012		Author : Unassigned

**List Options**

Show projects with status:  
Active Project

Type of project:  
any type

Whose name contains:

☒ all  
☐ mine only

Results per page:  
10

Go

# Starting the Workflow

The screenshot displays the ATG Business Control Center interface. The browser address bar shows the URL: `abc.com/atg/bcc/process?paf_portalId=default&paf_pageId=100004&paf_dm=shared&project=prj140002&workfl...`. The page title is "ATG Business Control Center". The user is logged in as "admin". The page content includes a "Project Details" section with the following information:

- Project Name: Correct Product Description
- Type of project: Content Administration Project
- Start Date: Mar 5, 2012 11:26 PM
- Created by: admin

Below the project details is a section titled "Tasks for Correct Product Description". This section contains a table with three columns: "Content Administration Project Tasks", "Owner", and "Actions".

Content Administration Project Tasks	Owner	Actions
Author	Unassigned	Assign
Content Review	Unassigned	Assign
Approve for Production Deployment	Unassigned	Assign
Wait for Production Deployment Completion		
Verify Production Deployment	Unassigned	Assign
Wait for Production Revert Deployment Completion		

Annotations on the screenshot:

- Current Tasks**: Points to the "Tasks" tab and the "Tasks for Correct Product Description" section.
- Task Owners**: Points to the "Owner" column in the tasks table.
- Task Actions**: Points to the "Actions" column in the tasks table, specifically to the "Select Action" dropdown menu.

# Tasks

- A task is a stage in the lifecycle of a project.
  - Content Authoring,
  - Approval,
  - Deployment, etc.
- Tasks are steps that the users perform during the project lifecycle.
- A project workflow determines its tasks and their sequence.
- All active tasks, either assigned to you or all users, can be viewed in the BCC Home Page **To-Do** List.
- The owner column shows the owner to whom the task is currently assigned. It can be changed.
- The actions drop down is a list of actions that can be performed for the specified task.



# Content Review: Approve Content

The screenshot shows the ATG Business Control Center interface. The browser address bar displays the URL: `abc.com/atg/bcc/process?paf_portalId=default&paf_communityId=100001&paf_pageId=100004&paf_dm=shared&paf...`. The page title is "atg Business Control Center". The user is logged in as "admin".

**Project : Correct Product Description**  
« Available projects

This is the project details page, where you can look at and change the tasks, assets, and notes/history items associated with a project.

**Project Status: Active**

Navigation tabs: Tasks (selected), Assets, History, Lock Conflicts.

Project Details:

- Project Name: Correct Product Description
- Type of project: Content Administration Project
- Start Date: Mar 5, 2012 11:26 PM
- Created by: admin

**Tasks for Correct Product Description**

Content Administration Project Tasks	Owner	Actions
Author	Unassigned	Assign
Content Review	Publishing Administrator	Assign, Approve Content (selected), Select Action, Approve Content, Reject, Delete Project
Approve for Production Deployment	Unassigned	Assign
Wait for Production Deployment Completion		
Verify Production Deployment	Unassigned	Assign
Wait for Production Revert Deployment Completion		

© ATG 2005-2011 ATG Business Control Center

# Reviewing the Assets in a Project

The screenshot shows a web browser window with the ATG Business Control Center interface. The browser's address bar displays the URL: `abc.com/atg/bcc/process?paf_portalId=default&paf_communityId=100001&am`. The page header includes the ATG logo, the text "Business Control Center", and navigation links: "Welcome, admin", "Utilities", "BCC Home", and "Log out".

The main content area is titled "Project : Correct Product Description" with a link "« Available projects". Below this, a message states: "This is the project details page, where you can look at and change the tasks, assets, and notes/history items associated with a project." There are four tabs: "Tasks", "Assets" (which is selected), "History", and "Link Conflicts". The "Project Status: Active" is displayed on the right.

Project details are shown in a blue box:

- Project Name: Correct Product Description
- Start Date: Mar 5, 2012 11:26 PM
- Created by: admin

Below this, a section titled "Assets Changed in This Project" contains a table:

Asset Name	Type	Base Version	Current Version	Status
Dreamer Deluxe Jeans	product	6	7	Modified

The footer of the page shows "© ATG 2005-2011" on the left and "ATG Business Control Center" on the right.

# Content Review: Approve Content Comment

Comment

The screenshot shows the ATG Business Control Center (BCC) interface. A red dashed arrow points from the 'Comment' label to the 'Enter an optional note for this action:' field in the confirmation dialog. The dialog asks 'Are you sure you want to perform action Approve Content?' and contains a text area with the comment 'Check the changes. Approved.' and 'OK'/'Cancel' buttons.

**Business Control Center**

Project : **Correct Product Description**

« Available projects

This is the project details page, where you can look at and

Project Name: Correct Product Description  
Type of project: Content Administration Project  
Start Date: Mar 5, 2012 11:26 PM  
Created by: admin

Project Status: **Active**

Tasks for Correct Product Description

Content Administration Project Tasks	Owner	Actions
Author	Unassigned	Assign
Content Review	Publishing Administrator	Assign
Approve for Production Deployment	Unassigned	Assign
Wait for Production Deployment Completion		
Verify Production Deployment	Unassigned	Assign
Wait for Production Revert Deployment Completion		

© ATG 2005-2011

ATG Business Control Center

# Approve for Production Deployment

The screenshot shows the ATG Business Control Center interface. The browser address bar displays the URL: `abc.com/atg/bcc/process?paf_portalId=default&paf_communityId=100001&paf_pageId=100004&paf_dm=shared&paf...`. The page header includes the ATG logo, the text "Business Control Center", and a welcome message "Welcome, admin" with links for "Utilities", "BCC Home", and "Log out".

The main content area is titled "Project : Correct Product Description" with a sub-link "« Available projects". Below this, a message states: "This is the project details page, where you can look at and change the tasks, assets, and notes/history items associated with a project."

There are four tabs: "Tasks", "Assets", "History", and "Lock Conflicts". The "Tasks" tab is selected. On the right, the "Project Status: Active" is displayed.

A blue box contains project details:  
Project Name: Correct Product Description  
Type of project: Content Administration Project  
Start Date: Mar 5, 2012 11:26 PM  
Created by: admin

Below this is a section titled "Tasks for Correct Product Description" containing a table:

Content Administration Project Tasks	Owner	Actions
Author	Unassigned	Assign
Content Review	Publishing Administrator	Assign
Approve for Production Deployment	Publishing Administrator	Assign
Wait for Production Deployment Completion		
Verify Production Deployment	Unassigned	Assign
Wait for Production Revert Deployment Completion		

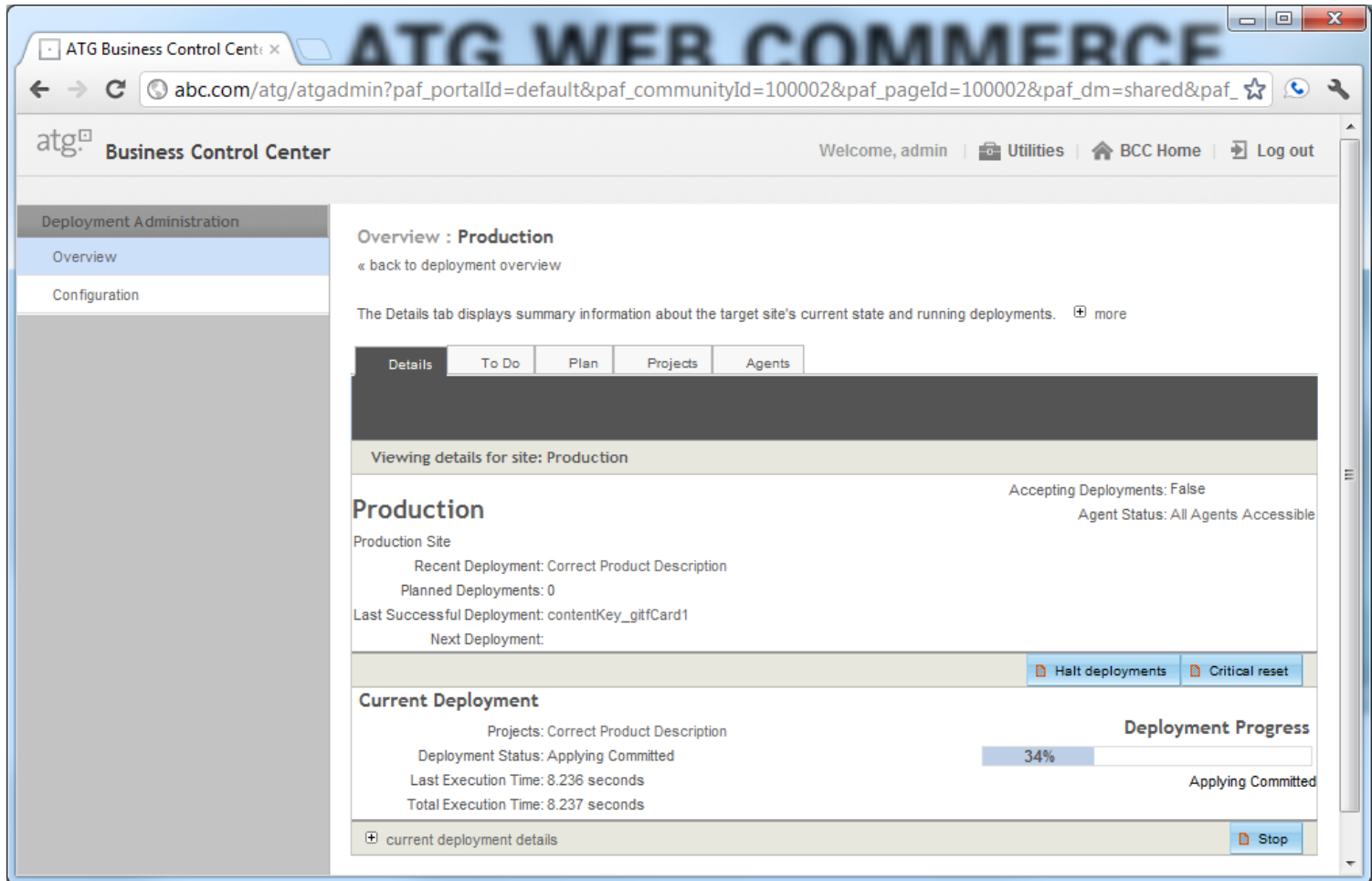
The "Approve for Production Deployment" row is highlighted. A dropdown menu is open for the "Actions" column of this row, showing the following options:  
Select Action  
Select Action  
Approve and Deploy to Production  
Approve for Production Deployment  
Reject Production Deployment

The footer of the page shows "© ATG 2005-2011" on the left and "ATG Business Control Center" on the right.

# Deployment

- Deployment is the process of copying the latest versions of project's assets to other servers, including production websites.
- The deployment is:
  - **Automatic** if 'Approve and deploy to production' is the task chosen for the 'Approve for Production Deployment' action.
  - **Manually** started by administrator if 'Approve for Production Deployment' is the action chosen.
- System administrators configure and monitor deployments through the Admin Console Pages.
- Access to these pages are restricted based on user privileges.

# Automated Production Deployment



# Verify Production Deployment and Check In

- Check in is a stage in the project's lifecycle when all project assets are submitted to the versioned repository and become the latest version.
- Check in occurs when the 'Verify Production Deployment' action of the 'Verify Production Deployment' task is chosen.
- Once performed, the project **cannot** be reverted.
- Assets are locked when the project is approved for deployment.
- They remain locked until the assets are checked in.
- This prevents version conflicts in other projects.

# Verify Production Deployment

The screenshot displays the ATG Business Control Center interface. The browser address bar shows the URL: `abc.com/atg/bcc/process?paf_portalId=default&paf_communityId=100001&paf_pageId=100004&paf_dm=shared&paf_...`. The page header includes the ATG logo, 'Business Control Center', and user information: 'Welcome, admin | Utilities | BCC Home | Log out'.

The main content area is titled 'Project : Correct Product Description' with a sub-header '« Available projects'. A descriptive text states: 'This is the project details page, where you can look at and change the tasks, assets, and notes/history items associated with a project.'

Below this, there are tabs for 'Tasks', 'Assets', 'History', and 'Lock Conflicts'. The 'Project Status' is indicated as 'Active'.

The 'Tasks' section shows project details: 'Project Name: Correct Product Description', 'Type of project: Content Administration Project', 'Start Date: Mar 5, 2012 11:26 PM', and 'Created by: admin'.

A table titled 'Tasks for Correct Product Description' lists various tasks with their owners and actions:

Content Administration Project Tasks	Owner	Actions
Author	Unassigned	Assign
Content Review	admin	Assign
Approve for Production Deployment	admin	Assign
Wait for Production Deployment Completion		
Verify Production Deployment	Merchandising User	Assign
Wait for Production Revert Deployment Completion		

For the 'Verify Production Deployment' task, a dropdown menu is open showing the following options:

- Select Action
- Select Action
- Accept Production Deployment
- Revert Assets on Production Immediately

The footer of the page includes the copyright notice '© ATG 2005-2011' and the text 'ATG Business Control Center'.



# Example Use of BCC

- As discussed earlier, Tommy can now check the website to ensure that the typo is corrected.
- In summary, Tommy and Josephine did the following:
  - Logged into BCC.
  - Created a new project.
  - Edited the product and added it as an asset to the project.
  - Put it in Content Review stage. Asked for approval from publishing agent (Josephine).
  - Josephine approves the project for production deployment.
  - The project gets deployed to production.
  - Tommy reviews the deployment. He checks to make sure that the typo is fixed.
  - He accepts the production deployment.

# BCC Content Staging

- Typically, most productions' workflows have a staging environment.
  - After the Content Review stage, the deployment is first made to data staging or preview environment.
  - Merchandisers can view the changes in that environment and proof them.
  - Once the changes there are approved, the deployment is pushed to production.
- Having a Content Stage/Preview environment lets you test the impact of your data changes in a real production-like environment.
- It is highly recommended to have a Content Stage environment in all productions systems.

# BCC as an Administration Console

- Business Control Center is used for administration of other products in the ATG Suite.
- By default, it contains the following features:
  - Content Administration for the product catalog.
  - Administration of Internal User Profiles.
  - Administration of Configuration for deployment targets, sites, etc.
  - Site management for ATG Multisite module.
  - Personalization module (targeters, user segments, and content groups).
- Optional features:
  - Search Management Console.
  - ACI Administration Console.
  - Campaign Optimizer Console.
  - Outreach Administration.

# Section 1



## Check Your Understanding

When are assets considered to be checked-in?

**Answer:**

**When a project is complete, its assets are checked into the Content Administration versioned repository.**

# Section 1



## Check Your Understanding

Give some examples of assets.

**Answer:**

**Assets could be repository items, images, files, configuration files, etc.**

# Section 1



## Check Your Understanding

When are new versions of assets created in BCC?

**Answer:**

**Each time a user adds an asset to the project, the system assigns the asset a new version number.**

# Section 1



## Check Your Understanding

Where are workflows configured?

**Answer:**

**Workflows are configured by administrators outside the BCC.**

# Section 1



## Check Your Understanding

How are workflows and tasks related?

**Answer:**

**A workflow is a series of tasks that the project must pass through before it is complete. Tasks represent the individual steps.**



# Section 1



## Check Your Understanding

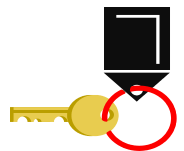
What is deployment in terms of ATG BCC?

**Answer:**

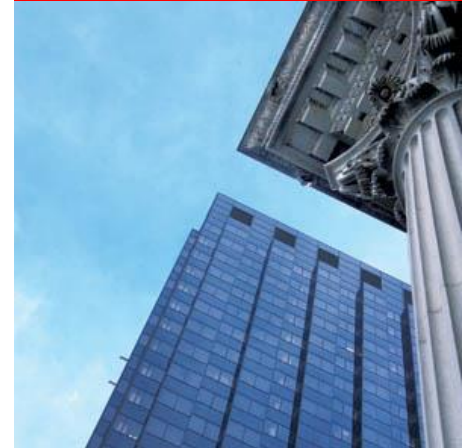
**Deployment is the process of copying the latest versions of project's assets to other servers, including production websites.**

# Summary

- **ATG Business Control Center** is a complete application for creating and maintaining the content required for ATG web applications.
- All business user activities for ATG BCC are conducted as part of a **Project**.
- An **Asset** is the most basic component of ATG Content Administration. It is any object that is part of an ATG Application such as a product, SKU, image, text, etc.
- A **Version** is a numbered instance of an asset that is maintained in the Content Administration versioning system.
- A **Workflow** is a series of tasks that the project must pass through before it is complete.
- **Tasks** are steps that the users perform during the project lifecycle.
- **Deployment** is the process of copying the latest versions of project's assets to other servers, including production websites.



# Q&A





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