Configuring

Creating an order property mapping

Order property mapping objects define the relationships between elements in the XML file and the properties defined in the system. The relationships determine how the **CreateOrdersFromFile** step identifies orders and the jobs they contain, and sets property values for both the orders and jobs.

Before you begin, generate a sample order XML file using your order management system. Try to create a file that includes representative samples of the jobs you usually process. For example, include:

- Orders with multiple jobs
- Orders with different types of jobs
- Multiple orders in one XML file
- High Priority or Rush orders

When you have the XML file, open it in a text editor and review the structure. Identify the XML tags that indicate where each order begins, and then inside each order, where each job begins.

> ⬇ Note:
> - Different types of orders (and jobs) can use different XML elements. Make note of all the elements that identify the beginning of an order or job.
> - If you cannot include all types of orders in one file, export multiple XML files.

In addition, review the elements that include information about orders or jobs, such as a due date, number of copies, or the order identifier in the ordering system. Decide which values you want to use in RICOH ProcessDirector as order or job properties and which RICOH ProcessDirector properties they correspond with.

If the existing order properties do not fulfill your requirements, you might need to define custom order properties from the **Administration** tab to support the specific needs.

After you have reviewed the file, make sure that it is available to upload.

To create an order property mapping:

1. Click the **Administration** tab.
2. In the left pane, click **Objects ⟹ Property Mappings**.
3. Click **Add** in the top right corner, and select **Order Mapping**.
4. In section 1, enter a name for the object and choose the time format that is used in the sample XML file.
5. In the **Sample order XML file** field, find the sample file that you exported and reviewed, and click **Open**.
   RICOH ProcessDirector opens the file and reads the structure. It uses the contents to populate the fields in sections 2 and 3.

   > ⬇ Note:
   > ○ If you exported more than one sample file, select one now and work through the rest of the procedure. You can update the property mapping with the other files later.

6. In section 2, **IDENTIFY ORDERS AND JOBS**:
   1. In a field under **XML element (XPath expression)**, select an XML element that you identified as the beginning of an order. Under **Represents**, choose **Order**.
   2. In the next row, under XML element (XPath expression), choose an element that represents jobs inside the order from the previous step. Under **Represents**, choose **Job**.

   > ⬇ Note:
   > ▪ You must include at least two XML elements in this section: one to identify orders and one to identify the jobs within that type of order. The XML element identifying jobs must be a child of the XML element identifying the order.
   > ▪ Orders cannot contain orders, so the XML element representing an order cannot be a child of another order element.

3. If you found more than one element that indicates the beginnings of orders or jobs, add more rows to this section. Click ⊞ to the right of any row and select the XML element and object type for each order and job identifier you found.

> **⊙ Note:**
> - To delete an identifier, click ⊟ to the right of the row you want to delete.

4. Continue with section 3 after you add all the order and job identifiers.

7. In section 3, **MAP ELEMENTS TO PROPERTIES**:

1. Refer to the list of elements whose values you want to use in RICOH ProcessDirector and their corresponding properties that you created before you started the procedure. In the first row, under **XML element (XPath expression)**, choose one of the elements. Under **Object type**, choose **Order** or **Job**.

2. Under **Property**, select the RICOH ProcessDirector property to use to store the value.

3. Repeat these steps for each element you want to use as an order or job property. To add more mapping rows, click ⊞ to the right of any mapping. To delete a mapping, click ⊟ to the right of the mapping you want to delete.

> **⊙ Note:**
> - If the element that you want to use is not visible in the list, you can type the full XPath expression for that element.

8. Click **OK**.

If you exported more than one sample XML file from your ordering system, open the property mapping you just created and repeat this process from step <u>4</u>. Choose a different sample file and add the identifiers and mappings specific to that file.

Parent topic: [Configuring to receive orders](#)