



# ALBPM Archive Viewer

Version: 6.0

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## Archive Viewer Overview

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The Archive Viewer is a Web-based application that allows users to retrieve process instance information that has been stored in an archive database.

Process information is copied to the archive database after a process is completed or aborted, based on the archiving schedule configured in the Process Administrator in the **Services** pane of the **Edit Engine** section.

In ALBPM, Process instances are not archived by default. Process execution engines can be configured for archiving when a project is set up at design time in the Studio, or archiving properties can be set for all published projects in the Process Administrator in the **Others** pane of the **Edit Engine** section, by setting the **Store Events** property. This property will apply to the process engine being configured, and must be set for each engine if there is more than one.

## Before Using the Archive Viewer

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Before the Archive Viewer can be used to view archived instances, the archive database has to be created, the process execution engine must be configured to use the archive database, and instances have to be archived into the archive database.

Since ALBPM Enterprise is not configured by default to store a process instance archive, all of the above settings must be configured. This is done from the Process Administrator.

Also, the Archive Viewer itself must be running. For the Standalone edition, this is controlled from Admin Center. For the BEA WebLogic and IBM WebSphere editions this is controlled from the application server.

For more information, see the [Process Administrator](#) and [Admin Center](#) documentation.

# Using the Archive Viewer

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The Archive Viewer is a Web application which you can run from any supported Web browser with access to the ALBPM Web applications server host.

## Launching the Archive Viewer

You can launch the Archive Viewer from your Web browser by specifying a URL with the format `http://hostname:8686/archivingviewer`, where `hostname` is the ALBPM Web application server host.

## Logging in to the Archive Viewer

To log into the Archive Viewer:

1. Launch the Archive Viewer using the Archive Viewer URL. The URL format is `http://hostname:8585/archivingviewer` where `hostname` is the name of the computer on which the BPM Web Applications context is installed. The default port for ALBPM 6.0 Enterprise is 8686, as shown. However, your particular installation may be configured on a different port. Check with your system administrator.  
If no archive database configurations have been added to the Archive Viewer, the **Database Configuration** page appears, and you should follow steps 2 through 6. Otherwise, if at least one database has been configured, then the Archive Viewer login page appears, and you can go directly to step 7.
2. On the **Database Configuration** page, enter a name in the **Configuration Name** field. This name will be used to store the connection information for the archive database
3. Select the an option from the **Database Type** drop-down list. This should be the same database type as you specified when adding the archive database external resource in the Process Administrator.
4. Click **Next**.  
The **Database Configuration Properties** page will appear.
5. In the **Database Configuration Properties** page, enter the same properties for the archive database external resource that you entered in the Process Administrator. If the properties are not entered as an exact match of those stored in the Process Administrator, the Archive Viewer will be unable to access the archive database.
6. Click **Next**.  
The Archive Viewer **Login** page will appear.
7. In the Archive Viewer login page, select the archive database configuration you want to access, and click **Login**.  
The main Archive Viewer page will appear.

## Searching for Archived Instances

To search for archived instances:

1. In the main Archive Viewer page, under **Processes**, select a [Search Inclusion Levels](#) on page 6 for each process:
2. Set [Filter Options](#) on page 6 as you require.
3. You can add one or more search conditions to narrow down your search, as described in [Setting Search Conditions](#) on page 6.
4. Click **Search**.  
The search results will be displayed below the condition options.

## Search Inclusion Levels

Level	Description
None	This status is selected by default. If this option is selected, no archived instances for the process will be retrieved by the Archive Viewer search function.
All	Use this option to retrieve all instances for all versions of the process.
Select	Use this option to retrieve instances of a specific version of one of the listed processes. After choosing this option, which expands a list showing all of the archived versions of the process, select one or more of those versions.

## Filter Options

Option	Description
Case Sensitive Matching	When checked, the query will use case-sensitive matching where applicable, for example on the Description.
Maximum amount of instances to retrieve	Enter the maximum number of instances you wish to retrieve in the query.
Instance order	May be set to <i>Ascending</i> or <i>Descending</i> , based on the sort option (see below).
Sort instances by	Select a sort option. Instances may be sorted by <i>Copy</i> , <i>Creation time</i> , <i>Description</i> , <i>Finish time</i> , <i>Initiator</i> , <i>Priority</i> , or <i>Status</i> .

## Setting Search Conditions

When searching for archived instances, you can set one or more search conditions as follows:

1. If you will set more than one condition, and you want match all of them, by checking **Match all of the following**. If you want your search to return instances where any of the conditions are met, uncheck this option.
2. Add search conditions as required by choosing the condition type from the **Add Condition** drop-down list and clicking the **Add** button (+). Specify the comparison type and the value to be compared.
3. Repeat step 2 for every condition you want to add.
4. Use the **Remove** button (-) to remove a condition you no longer want.

## Reviewing Retrieved Instances

The list of archived instances retrieved by the Archive Viewer search function contains several features for viewing the information.

- If the list of retrieved instances spans more than one page, use the **Next** and **Prev** links in the upper-right hand corner of the list to navigate through the list pages.
- To view the details of an archived process instance, click the instance Description. The instance details page contains the general process information, all variables and their values, attachments and notes, and the audit trail of the instance.
- To view the audit trail for an archived instance, on the instance details page, next to the process name, click **View Audit Trail**.