



The Versatile BI Solution!

Click&DECiDE Business Application Intelligence

New Web Portal User Guide For Click&DECiDE 2015

Last Edition December 10th, 2015



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1. Introduction

Users can connect to the Click&DECiDE Web Portal installed on a Server machine, inside or outside your organization. All you need is a supported browser. If you wish to run items such as Cubes coming from a 32-bit version of Click&DECiDE, you will be prompted to install the Microsoft Office 2003 Web Components on your local computer as well as the Click and DECiDE Cube ActiveX (32-bits).

The following browsers are supported: Internet Explorer version 9 or greater, Google Chrome (except for the cubes), Mozilla Firefox (except for the cubes). User profiles are defined by the System Administrator via the Click&DECiDE Administration Manager tool.

The new Click&DECiDE 64-bit version 15 still provides the way to create easy Dashboards using the Google Charts without the need to install nothing on the client workstation connected to the new Web Portal. Note that the use of the Google Chart Dashboards requires access to Internet and a browser such as Internet Explorer version 9 or greater, Google Chrome or Mozilla Firefox.

The new Click&DECiDE 64-bit version 15 Web Portal has been improved to be run better than before from an iPad, an Android tablet or smartphones such iPhone or Android phones.

The main new features of the Click&DECiDE 64-bit version 15 Web Portal are the Pivot Table that can most of the time replace the Microsoft Cubes, the Calendar Shared Folders and the new way to define, manage and display the Favorites and the RSS Feed. For the Calendar Shared Folder, please refer to the [BAI 2015 Click and DECiDE Administration User Guide for more information](#).

2. Connecting to the Web Portal

To connect to the Click&DECiDE Web Portal, please follow the steps below:

1. Open your Internet browser.
2. Enter the following link: http://server_name/dvweb
Note: the server_name can be the name of the server machine, the IP Address or a domain URL.
3. Press **Enter**.
4. **Note:** depending on the Click&DECiDE Web Server configuration, you will be prompted for a login unless Windows Authentication has been setup and depending on the Browser configuration.

2.1. Connection as a Standard User

In that case you do not belong to a **Super Administrator** group defined in the **Click&DECiDE Administration Manager**.

2.1.1. Under Click&DECiDE Authentication

You can use the proposed **Guest** account unless you have defined other Users.

1. Enter the **User Name**: Guest
2. Enter the **Password**: guest



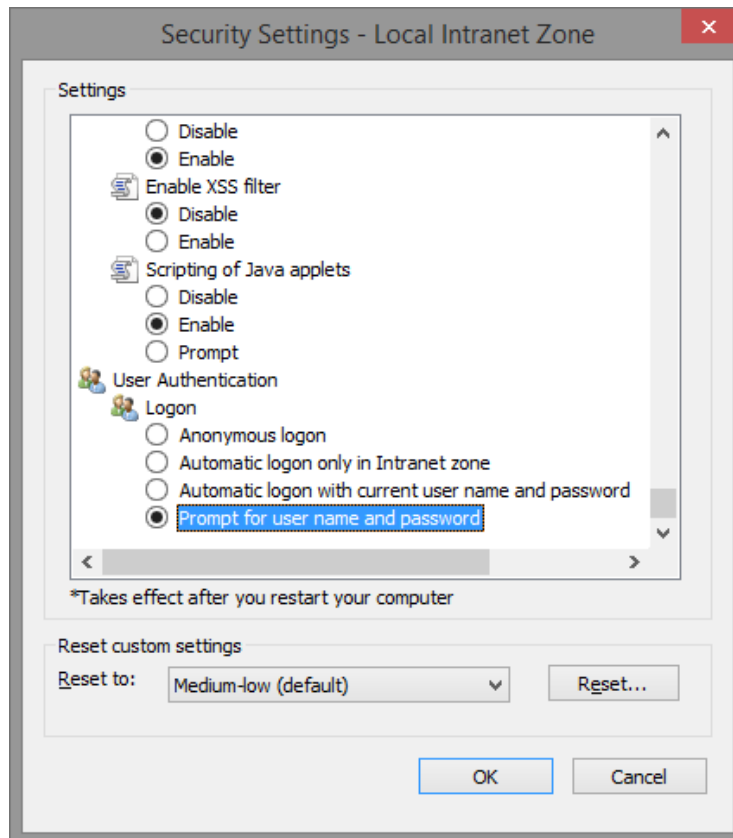
3. Click **OK**.

2.1.2. Under Windows Authentication

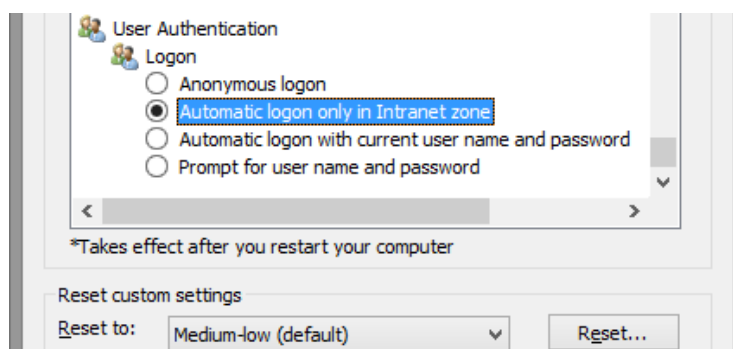
You do not need to Log in, except if your Browser configuration requires an Authentication.



Example: Under I.E.: go to Tools > Internet Options > Security then click “Local Intranet” and “Custom Level”, then go to the end of the list and check the option defined for “User Authentication”: a login can be required with the following option:

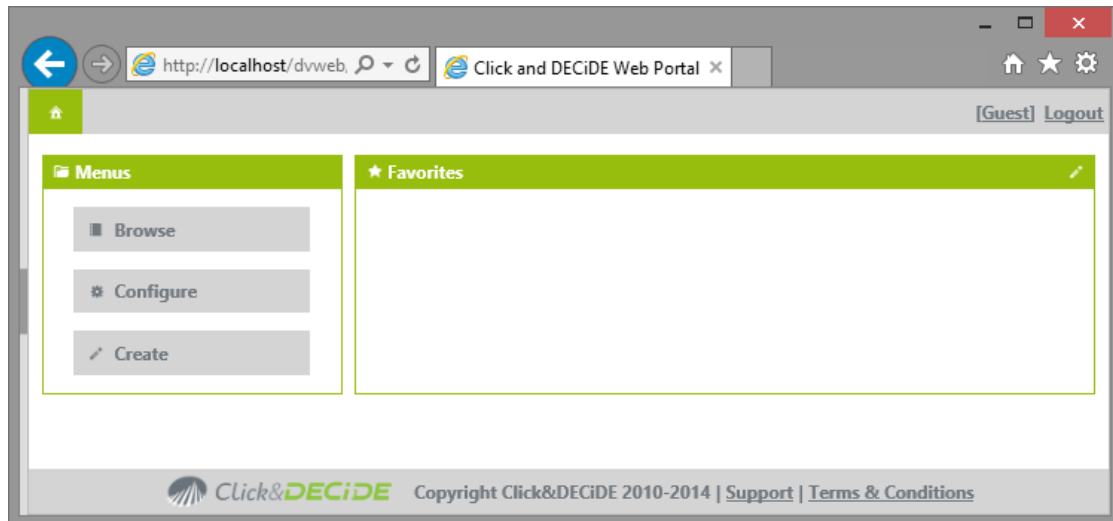


And no login will be required with the following option or the option “Automatic logon with current user name and password”:

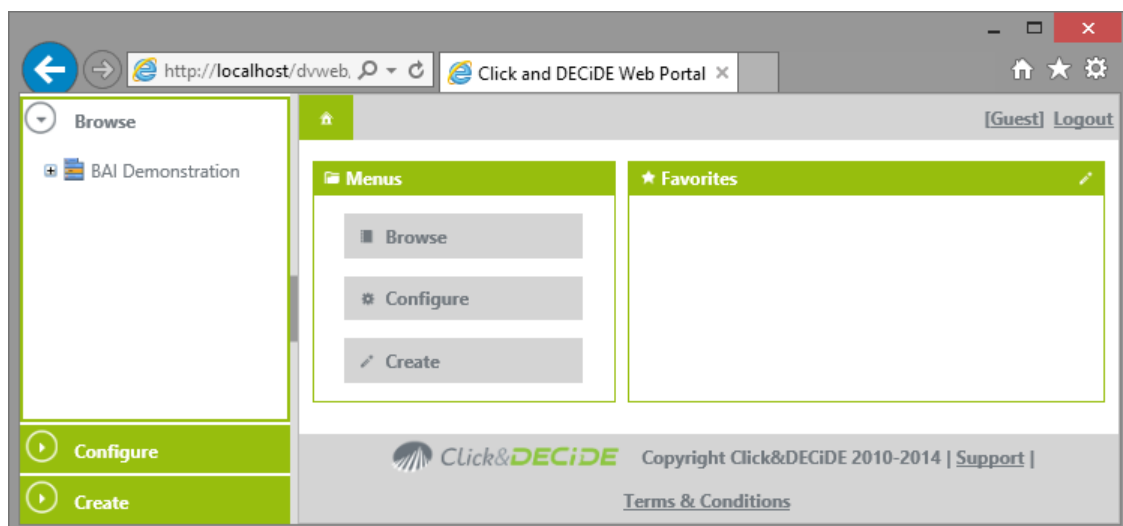


2.1.3. Standard Menus and Commands

As you are not belonging to a Super Administrator Group, you only will see the authorized menus for the Group you belong to, defined by the System Administrator via the Click&DECiDE Administration Manager in the Server, and the authorized commands will be the **Browse** button, the **Configure** button and the **Create** Button.



If you click the left vertical greyed bar, you will see the Left Menu Tree, with only the BAI Demonstration Menu, authorized for the WebUsers Group by default:

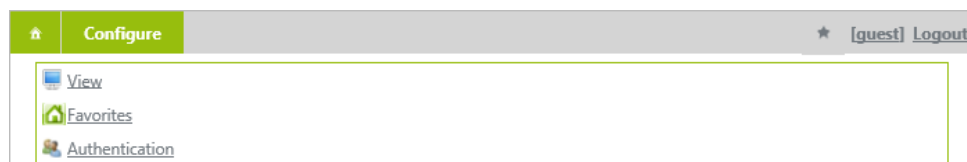


From an iPad or Android Tablet or Smartphone only the right pane will be displayed as on the first above picture.

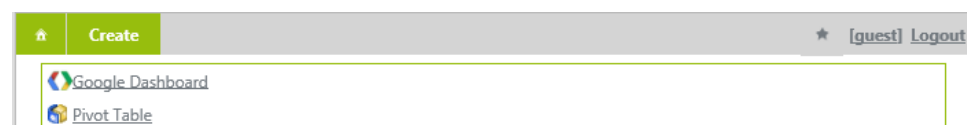
On the above screen, a Standard User only will access to the following commands:

Click **Browse** to display the Menu List defined for the Group you belong to.

Click **Configure** to customize this Home Page, see your Credential, manage your Data Source Logins and manage your Favorites.



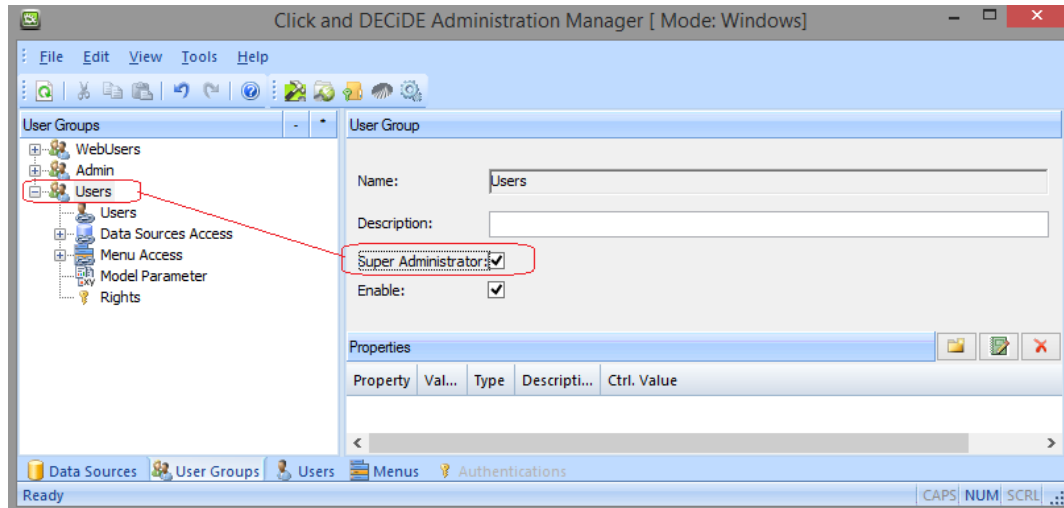
Click **Create** to get a choice between the Google Dashboard Editor and the Pivot Table Editor.





2.2. Connection as a Super Administrator User

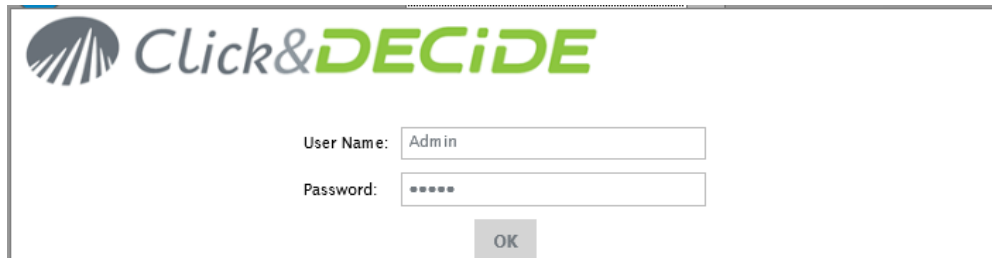
In that case you belong to a **Super Administrator** group defined in the **Click&DECiDE Administration Manager**.



2.2.1. Under Click&DECiDE Authentication

You can use the proposed **Admin** account unless you have defined other Users.

1. Enter the **User Name**: Admin
2. Enter the **Password**: admin



3. Click **OK**.

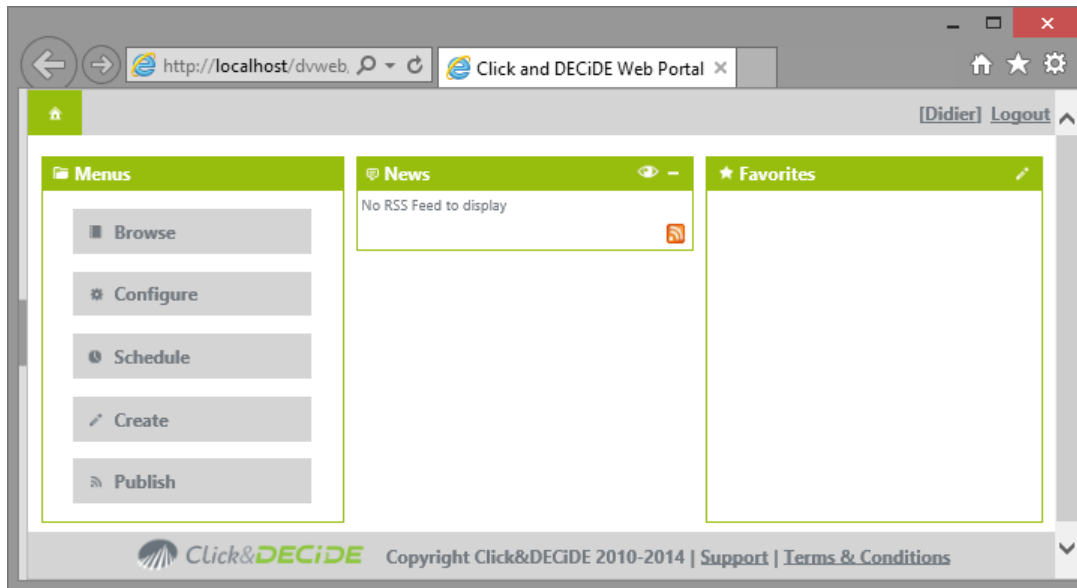
2.2.2. Under Windows Authentication

You do not need to Log in, except if your Browser configuration requires an Authentication.

Example: Under I.E.: go to Tools > Internet Options > Security then click "Local Intranet" and "Custom Level", then go to the end of the list and check the option defined for "User Authentication".

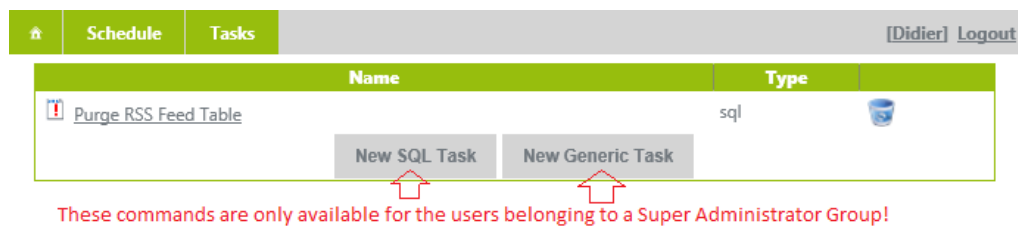
2.2.3. Super Administrator Menus and Commands

As you are belonging to a Super Administrator Group, you will see the authorized menus for the Super Administrator Group you belong to, defined in the Click&DECiDE Administration Manager in the Server, and the authorized commands will be the Browse button, the Configure button, the Schedule button, the Create Button and the Publish button.

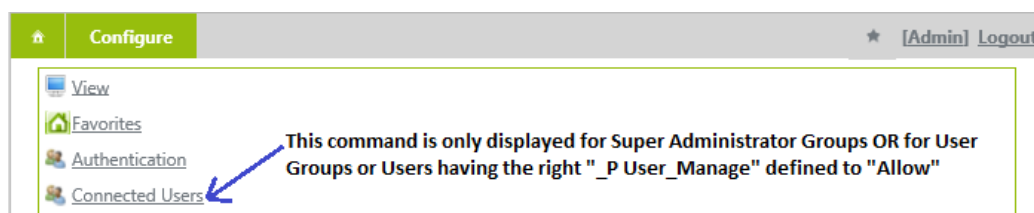


Note: as a Super Administrator, you are authorized to perform the **Standard** command plus the following commands:

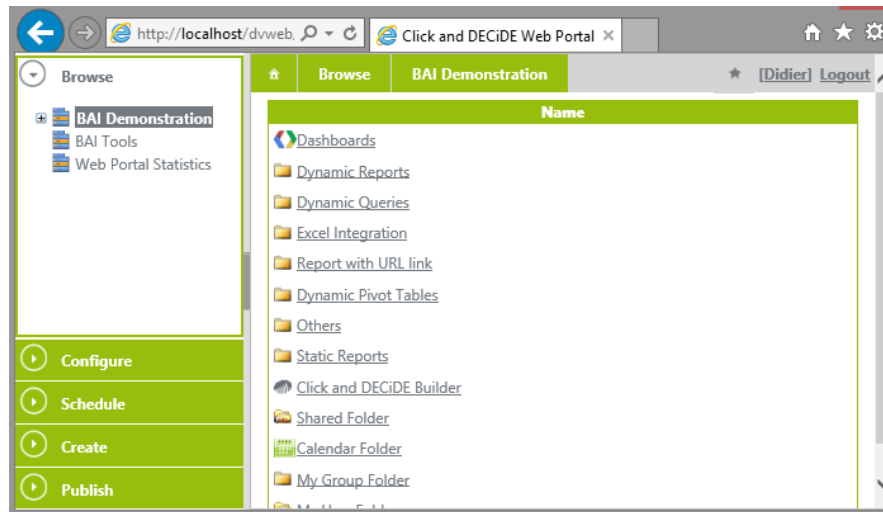
- Click **Schedule** to define or edit Schedule tasks, for example schedule the generation of a specific report, and sent this report to a list of recipients at the date and time you wish.
- Click Schedule then **Tasks** to define or edit Tasks, but also to define or edit **SQL** or **Generic Tasks**.



- Click **Publish** to create and edit RSS Feeds. Note that Highlights and Information feeds have been removed from previous version 13 (32-bit).
- Click **Configure** to customize the Home Page, see your Credential and manage your Data Source Logins, see the users who are currently connected to the Web Portal and manage your Favorites.

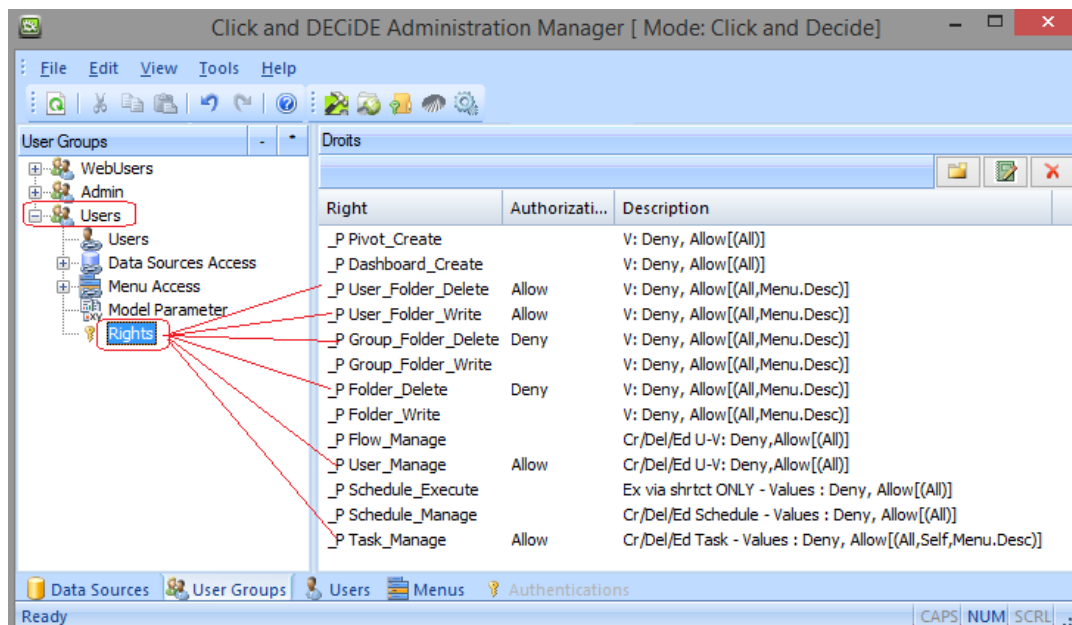


As you can see in our demo database installed with the software, the Admin User gets more menus than the Standard User (Menus BAI .Demonstration + BAI Tools + Web Portal Statistics):



Note that, by default, only users belonging to a **Super Administrator Group** can see the **Schedule** and **Publish** command, but also can see the **Connected Users** in the **Configure** command.

Now, a new feature in Click&DECiDE Administration Manager version 15, allows the Click&DECiDE Administrator to apply some **specific rights** to any User Group or User.



Please refer to the [BAI 2015 Administration Manager User Guide](#) for more information about these rights:

2.3. Hiding the Left Pane Menu list:

It is easy make the left menu pane wider or narrower or hidden, as necessary (depending on the size of the report, query, pivot table or Dashboard you want to display in the right pane, or the length of a URL, report name you want to view in the left menu pane).

2.3.1. Modify the size or Hide the Left Menu Pane:

To make the left Menu pane narrower: select the vertical bar and drag it to the left.

To make the left Menu pane wider: select the vertical bar and drag it to the right.

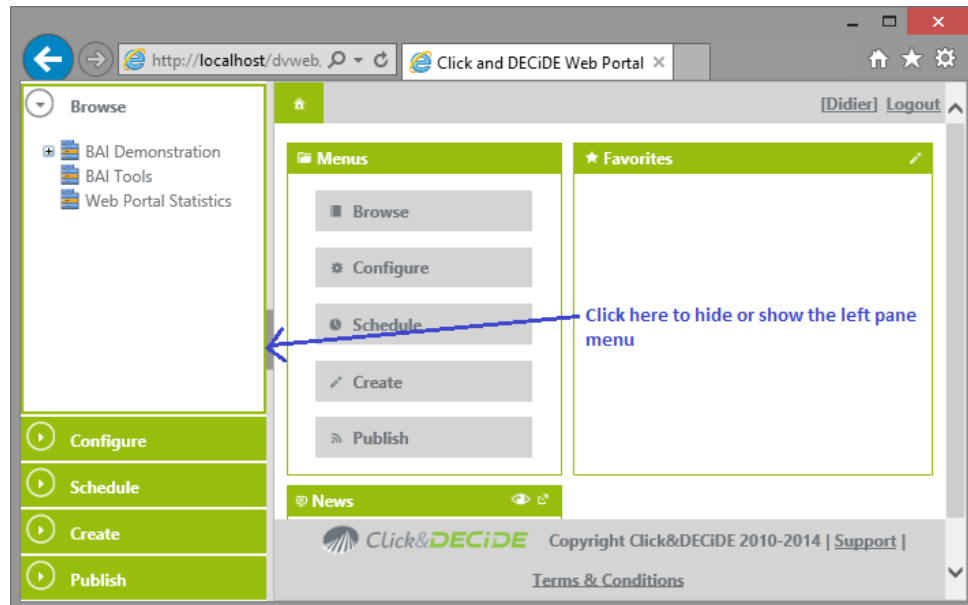
To hide the left Menu pane: click the vertical bar to hide the Left Menu pane.

To show the left Menu pane: click the left vertical bar to show the Left Menu pane.



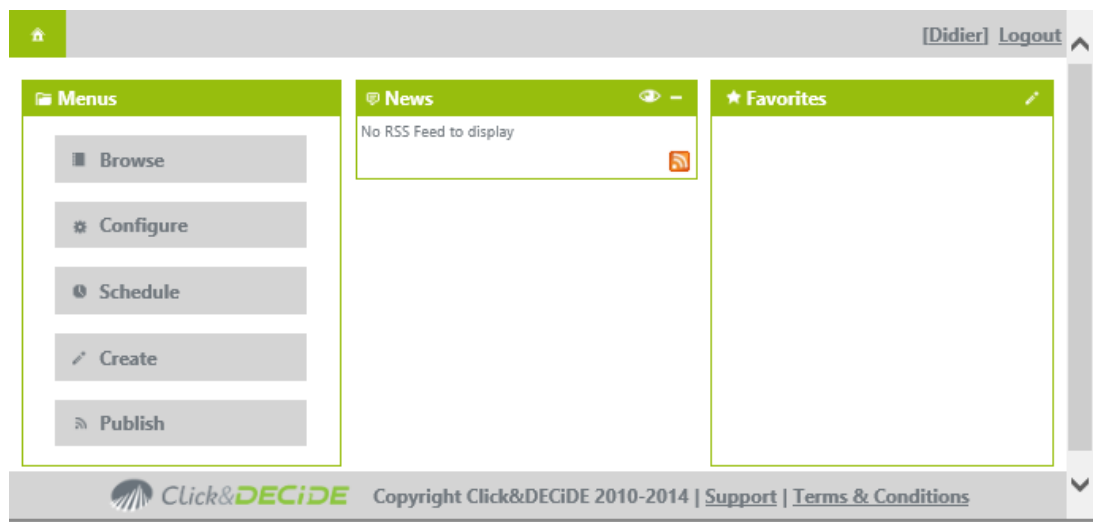
2.3.2. Hide or Display The Banner:

The Top Banner with the Click&DECiDE Logo existing in version 13 has been removed to give more places to the Web Portal usable area. Nevertheless you can modify the [background picture](#) used by the Theme you have selected. (See the command Configure > View > Theme).



Click the Home Page icon  to go back to the Home Page.

Note: you also can directly get the Web Portal without the Left Menu Pane List by replacing <http://localhost/dvweb/> with <http://localhost/dvweb/Home.aspx>



This is the mode used with iPad, iPhone or Android Tablets and Smartphones

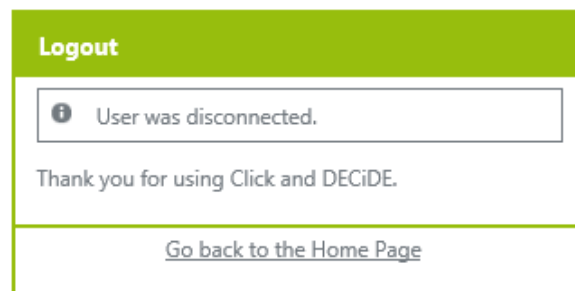
2.4. Logging Out of the Web Portal

To log out of the Web Portal, just click the **“Logout”** button on the right of your [User-ID]:



You will be disconnected from the Server, allowing another user to login in your place. The number of users connected will depend on the License Certificate for the Server. The License Certificate can include a number of CALs (Client Access License for identified users) and/or a number of Concurrent Users. For Concurrent Users, when you disconnect, another Concurrent User can connect in your place. Note that you will be disconnected from IIS in the Server after a time out (the default time out is 10 minutes).

This message will appear, allowing you to reconnect by clicking “Go back to the Home Page”:



Note also that when a User is inactive more than the duration defined in the Timeout, he is automatically disconnected. When he clicks again to a Menu Item, he is automatically reconnected if the maximum number of users is not reached.

2.5.Refreshing the Menu

With the new Click&DECiDE Enterprise Version 2013 and greater, any new file located in a Shared Folder will automatically be displayed when accessing this shared folder. You do not need any more to refresh the Menu content as it was necessary with previous versions of Click&DECiDE.

Nevertheless, if the Menu Structure has changed because you added a new shared folder or a new branch, or modify an output format etc. you need to **refresh the Menu by disconnecting** from the Web Portal and **reconnecting** again.

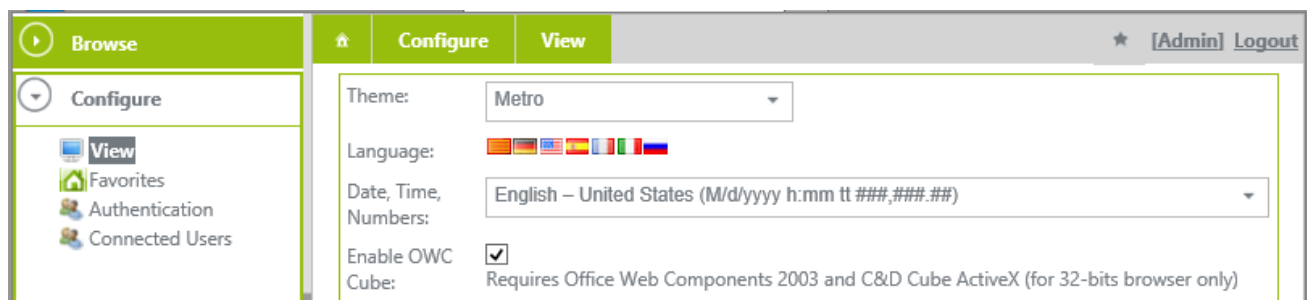


3. Configure

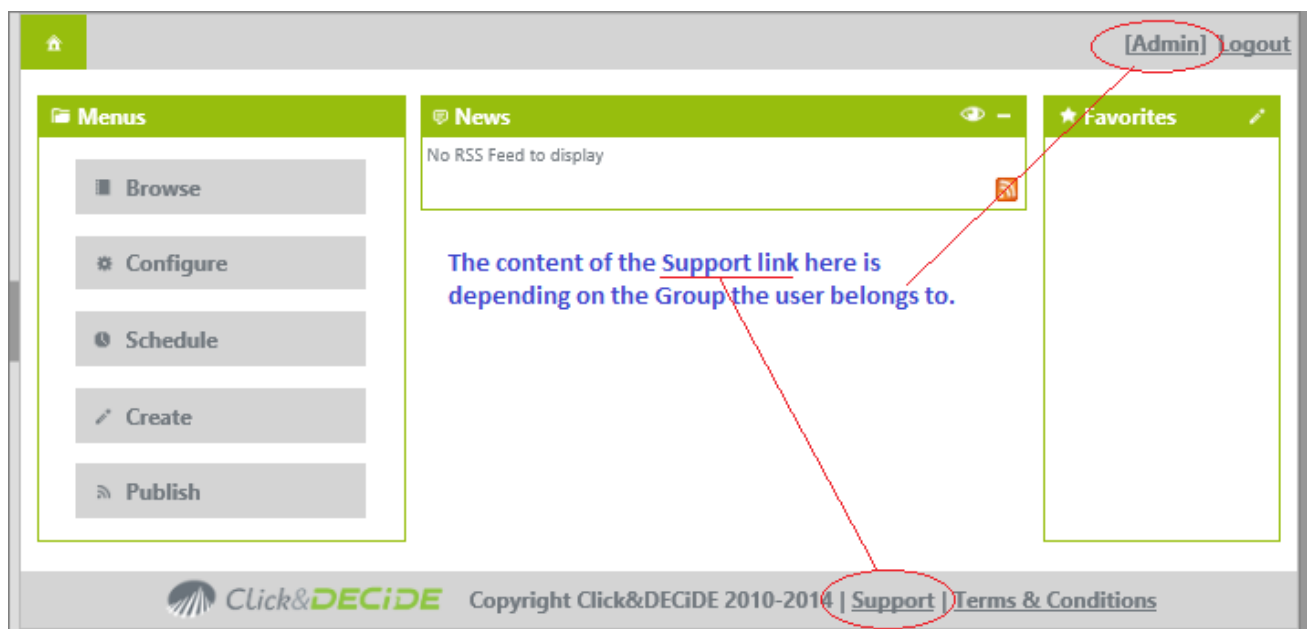
3.1. View

The **View** command enables any user (Standard Users and Super Administrator Users) to modify:

- The Click&DECiDE Web Portal's Theme (Background and Menu Look)
- The language to be used
- The date, time and numeric formats
- The Enable OWC Cube option: activate this option if you wish to run existing cubes made with Click&DECiDE Builder version 13 (32-bit) or created with the client version 13.1 (32-bit) as Cubes cannot be created anymore with Click&DECiDE version 15 (64-bit).



The previous option to enable any user to display or hide the product information when opening the Web Portal has been removed as now the information about the version used is given through an RSS Feed if the current version is not up to date, and the provider information for support is now displayed in the Home page according to the Group type. See the bottom part of the Home Page:



If the Group is a "Super Administrator" Group, then clicking the Support link will display information about how to find support directly with the Click&DECiDE Company.



Support

For any information or support, please contact our team:

Company: Click & DECiDE

Address: 130, Rue Baptistou
ZAE NORD
34980 Saint Gély du Fesc
France

Phone: [+33 467 844 800](tel:+33467844800)

Email : order@clickndecide.com

Contact: Didier Chavanne

Web Site: <http://www.clickndecide.com/>

[Admin] Logout

If the user does not belong to a Super Administrator Group, then the information displayed by the Support link is the one the Company has entered when installing the product, as the Wizard Configuration provides to feed this optional window:

Click and DECiDE Configuration

Support Configuration in the Web Portal

You can configure internal support for end-users (non-administrators) in the Web Portal.

☒ Configure internal support for end-users in the Web Portal

Support Information

Company:

Address:

Phone: or Contact:

Email:

Web Site:

< Back Next > Cancel

Refer to the [Click and DECiDE Setup User Guide 2015](#) for more information. (Text underscored with red is mandatory, other fields are optional).



3.1.1. Theme:

Select the skin you want from the drop-down list. Several skins are available by default:

- **Click and DECiDE:** the Click&DECiDE skin in green, grey and white.



- **Blue:** a Blue skin.

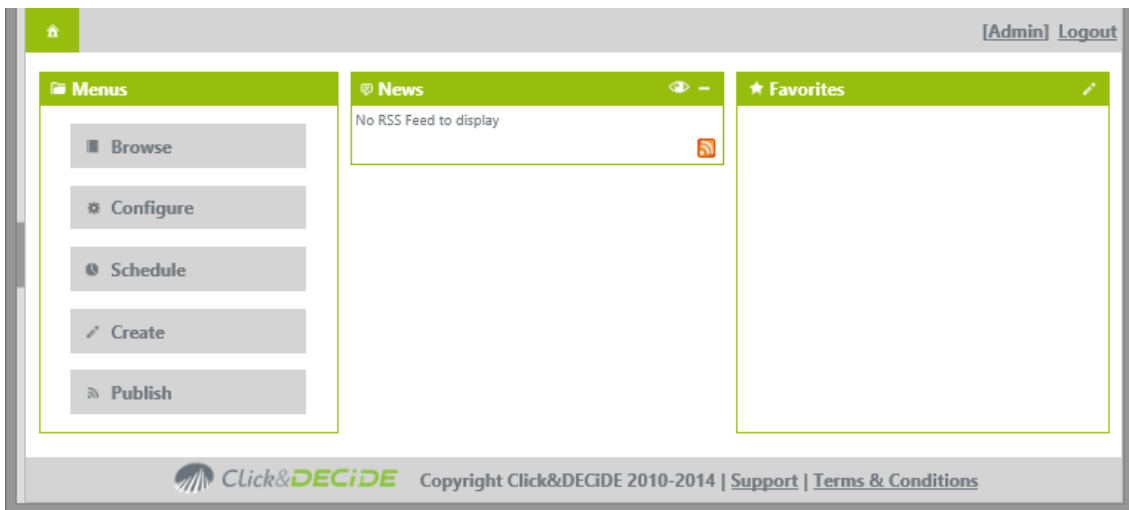


- **Darkness:** a black background, and white text.

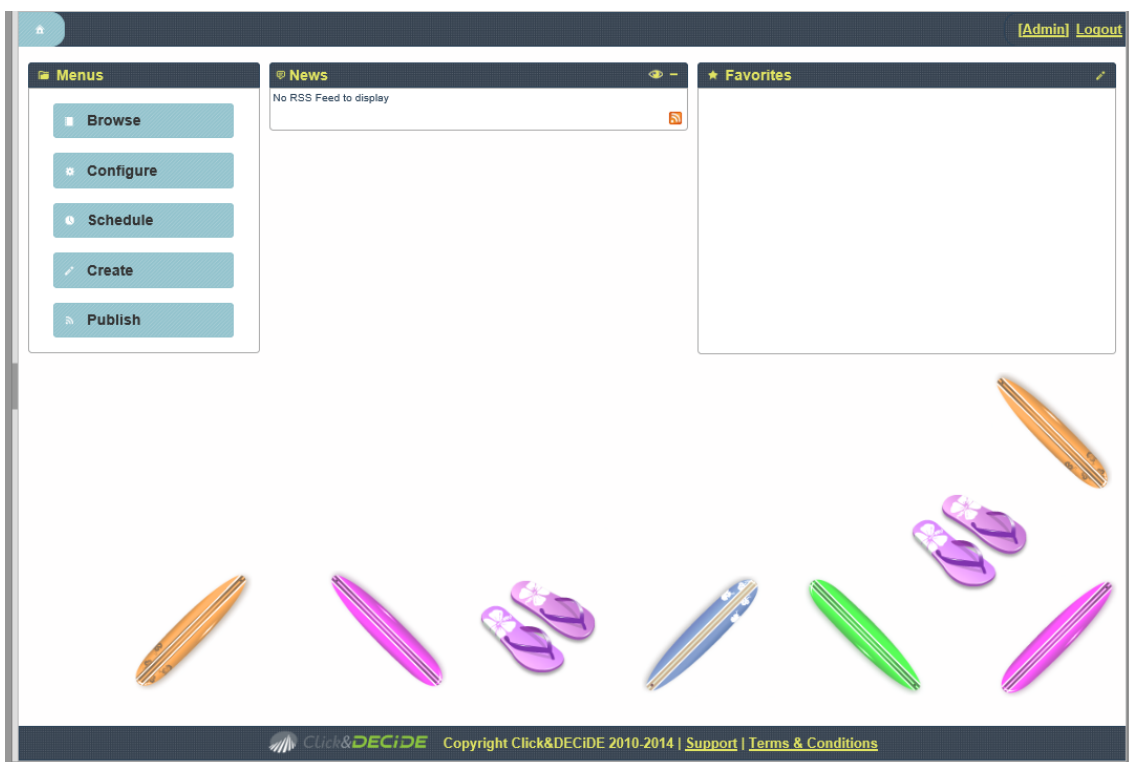




- **Metro:** a Windows 8 or Windows 10 look, soft and flat.



- **Surf:** an acid green, orange and pink skin with surf icons.



- **Customize your Theme!**

You also can customize your Theme using “jQuery” doing the following steps:

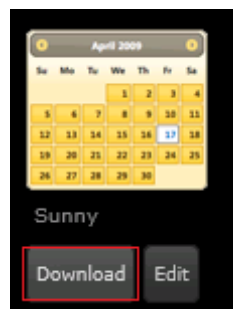
- a) Start with any of the existing Theme (except the Metro Theme), for example start using the Click&DECiDE Theme.
- b) In the Server where Click&DECiDE Enterprise is installed, go to the directory:
C:\Program Files\Click and DECiDE\dwweb\App_Themes
- c) Copy the “Click and DECiDE” directory under a new name, for example “My Personal Theme”.
- d) Go to the C:\Program Files\Click and DECiDE\dwweb\App_Themes\My Personal Theme\jquery.ui directory



- e) Open the jquery-ui-1.9.2.custom.min.css file with a text editor
- f) In the row number 4 select the full link beginning with <http://jqueryui.com/themeroller/>.....
- g) Paste this link into a browser and press Enter
- h) In the JQuery ThemeRoller you can customize the skin step by step using the “Roll Your Own” Tab or select an already prepared theme in the Gallery Tab:

ThemeRoller

- i) Roll Your Own: define yourself what you want to change (Font, Corner radius, Colors etc)
- j) Gallery: select the existing Gallery template that you wish to use.
- k) In both case, finish by clicking “**Download theme**”
- l) Select for example the “Sunny” **Gallery** Template and click the Download button just under the template picture:





- m) In the Download Builder screen, select the **1.9.2 option**:

Quick downloads: [Stable \(Themes\)](#) (1.10.3: for jQuery1.6+) | [Legacy \(Themes\)](#) (1.9.2: for jQuery1.6+)
[All jQuery UI Downloads](#)

Version

- ☐ 1.10.3 (Stable, for jQuery1.6+)
- ☒ 1.9.2 (Legacy, for jQuery1.6+)

- n) Keep **Toggle All** selected:

Components

☒ Toggle All

- o) In the bottom of the page, replace “Sunny” with “custom” in the **Theme Folder Name** box:

Theme

Select the theme you want to include or [design a custom theme](#)

Sunny

Theme Folder Name:

custom

CSS Scope:

Download

- p) Click **Download**
- q) Save the “jquery-ui-1.9.2.custom.zip” file in a temporary directory
- r) Open the jquery-ui-1.9.2.custom.zip file and select inside the content of :
- C:\Temp\jquery-ui-1.9.2.custom.zip\jquery-ui-1.9.2.custom\css\custom**

Those means select and copy these 2 files and the image directory:

Name ^	Type	Compressed size	Passwo
images	File folder		
jquery-ui-1.9.2.custom.css	Cascading Style Sheet Docu...	7 KB	No
jquery-ui-1.9.2.custom.min.css	Cascading Style Sheet Docu...	6 KB	No

- s) Now go to the C:\Program Files\Click and DECiDE\dwweb\App_Themes\My Personal Theme\jquery.ui directory
- t) Select and delete the following file and directory

Name ^	Date modified	Type	Size
images	8/5/2013 4:49 PM	File folder	
jquery-ui-1.9.2.custom.min.css	6/12/2013 11:57 AM	Cascading Style Sh...	



- u) Paste the directory and the 2 files copied in step “r”
- v) Go back to the Web Portal and Refresh it using <F5>.
- w) Now the new “My Personal Theme” will appear in the list:



- x) Select this Theme to use it.



- y) How to change the Background pictures?

Go to the C:\Program Files\Click and DECiDE\dwweb\App_Themes\My Personal Theme\Images directory and replace the background.png picture by another picture of your choice, for example a similar yellow light picture instead of green.

Check the result by refreshing the Web Portal





z) How to remove a Theme?

Just remove the directory corresponding to this Theme in the C:\inetpub\wwwroot\dwweb\App_Themes directory and refresh the Web Portal.

3.1.2. Language:

Click the country flag for the language you wish the menus to be displayed in. The following languages are available: Spanish, German, English, Catalan, French, Italian and Russian.

3.1.3. Date, Time and Numbers

Select in the list the Country you need to format the date, time, timestamp and numeric data when they are not already formatted by the query, report or cube. This applies specially when using Web Queries links into an Excel spread sheet.

3.1.4. Enable OWC Cube

As Builder 64-bit cannot create Cubes anymore because the requirements are no longer supported by Microsoft in 64-bit mode, you can nevertheless still continue to display the Cubes made previously with a Click&DECiDE Builder version 13 (32-bit) or using the client Builder version 13.1 (32-bit) delivered with the Click&DECiDE version 2015 (64-bit).

You will need to install the Office Web Components 2003 and C&D Cube ActiveX (for 32-bits Internet Explorer browser only or for I.E. version 11 as this one works making a new process in 32-mode).

Of course to make it working through the Web Portal version 2015, you need to enable this option:

Requires Office Web Components 2003 and C&D Cube ActiveX (for 32-bits browser only)

3.2. Authentication

The **Authentication** command enables any user (Standard Users and Super Administrator Users) to see their credentials (User ID, Rights, Groups and Computer IP Address) and manage the Data Source Logins if needed.

3.2.1. Windows Authentication

If the **Windows Authentication Mode** has been defined in the Server, then you are a user identified in a Windows Group and you belong to the same Windows Group defined in the Click&DECiDE Administration Manager in the Server. The **Authentication** box will appear as follow:

The screenshot shows the 'Authentication' page in the Click&DECiDE web portal. The left sidebar contains navigation buttons: 'Browse', 'Configure', 'Schedule', 'Create', and 'Publish'. The 'Configure' button is selected, and its sub-menu is visible, showing 'View', 'Favorites', 'Authentication' (highlighted), and 'Connected Users'. The main content area has a top bar with 'Configure' and 'Authentication' tabs, and a user profile 'Didier' with a 'Logout' link. The 'Authentication' section displays the following information:

- You have been authenticated by Windows as:**
 - User: Didier-Portable\Didier
 - Groups: A list box containing 'INTERACTIVE', 'Local account', 'Microsoft Account Authentication', 'This Organization', and 'Users' (selected).
- Your Server Administrator Credentials:**
 - User: Didier
 - Rights: Administrator
 - Groups: A text box containing 'USERS'
 - @IP: ::1
- Manage Data Source Logins:**
 - A table with headers: Data Source, User ID, Password.
 - A button: 'Add a new data source login'.



The Rights could be “User” if you do not belong to a “Super Administrator” Group or “Administrator” if you belong to a “Super Administrator” Group in Click&DECiDE Administration Manager.

The IP Address of your computer also appears here.

3.2.2. Click&DECiDE Authentication

If the **Click&DECiDE Authentication Mode** has been defined in the Server then the Groups are the one you belong to, defined in Click&DECiDE Administration Manager. The Authentication box will appear as follow:

Manage Data Source Logins		
Data Source	User ID	Password
Add a new data source login		

The Rights could be “User” if you do not belong to a “Super Administrator” Group or “Administrator” if you belong to a “Super Administrator” Group in Click&DECiDE Administration Manager.

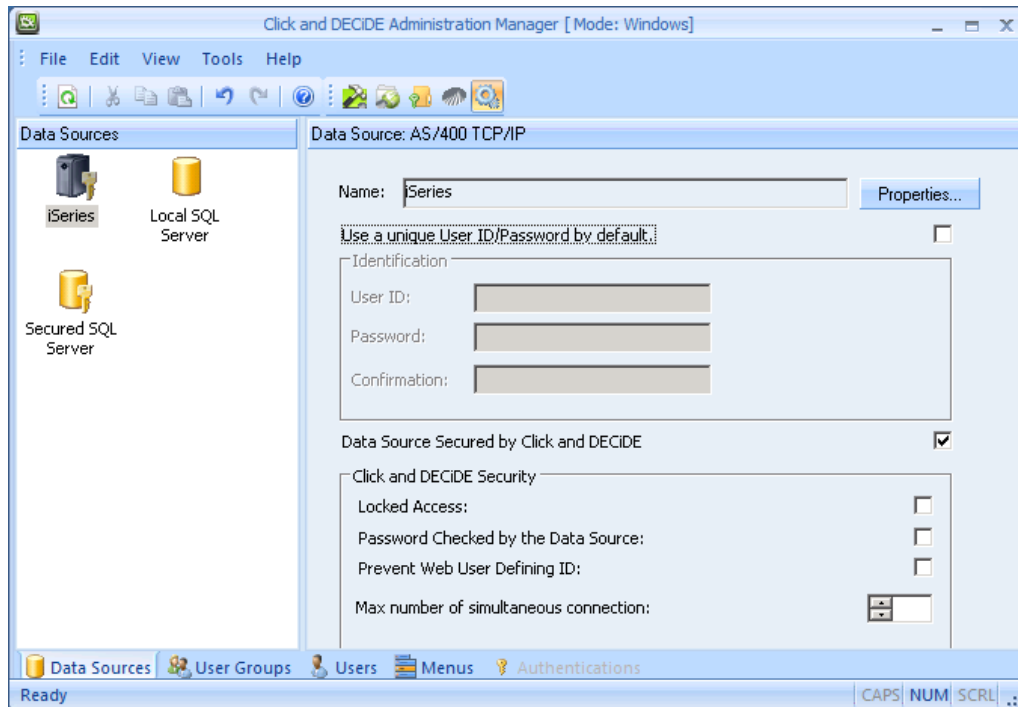
The IP Address of your computer also appears here.

3.2.3. Manage Data Source Logins

This feature allows the user to connect to a database that is not using the Windows credential and keep nevertheless the Windows Authentication for the Web Portal Access. For example, you have a distinct User-ID and Password to connect to the iSeries and want to be under Windows Authentication in the Web Portal because the use of the Excel 2010 Power Pivot or Web Queries from any Excel requires this Authentication Mode.

To add you own credential for the iSeries data source, do the following steps:

Note that this data source must previously be defined in Click&DECiDE Administration Manager as a “Data Source Secured by Click and DECiDE”:



In the “Manage Data Source Logins” from the Web Portal, click “Add a new Data Source Login”:

Manage Data Source Logins	
Add a new data source login	
Data Source	iSeries
User ID	DIDIER
Password	*****
<input type="checkbox"/> <input type="checkbox"/>	

Select in the Data Source list your iSeries Data Source (only Data Sources secured by Click and DECiDE will appear).

Enter your USER-ID and Password (Case sensitive).

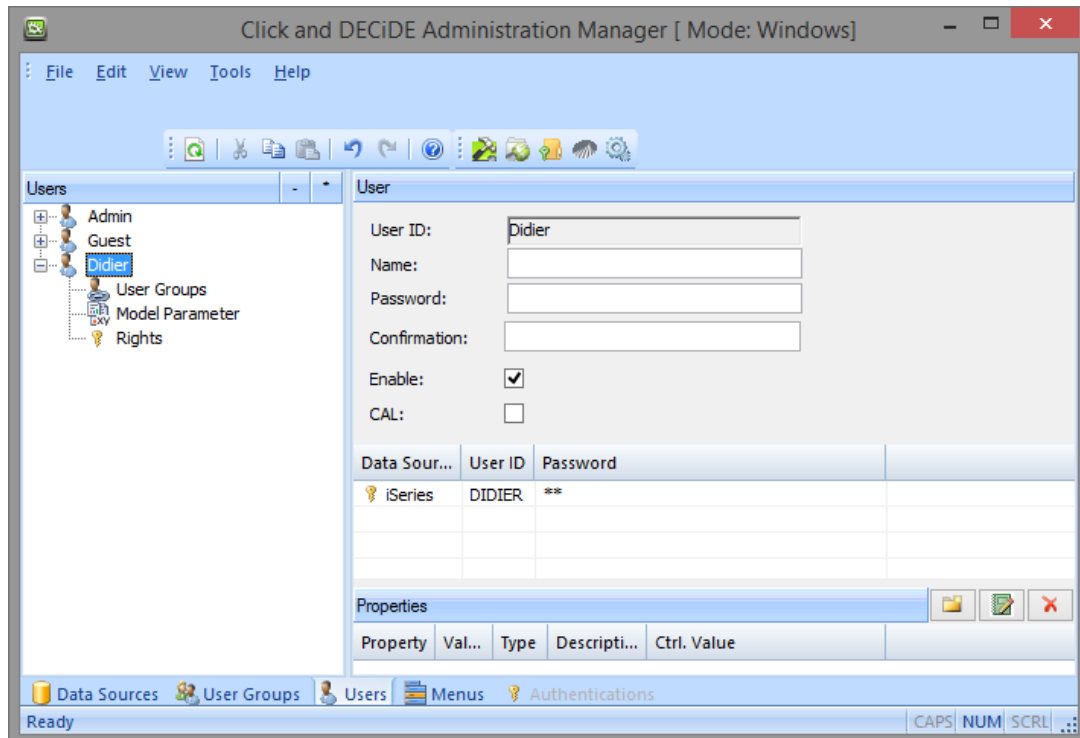
Validate with the green check box.

The list of your Data Sources Logins will be updated:


Manage Data Source Logins		
	Data Source	User ID
	iSeries	DIDIER

Add a new data source login		

In the Click&DECiDE Administration Manager side, on the Server, your credential has been added in the User Tab (Press F5 to refresh if needed). The password is encrypted.



So, the access to the Web Portal will use the Windows Authentication (here User-ID is Didier), but when running iSeries queries, cross-tables, cubes or reports, the iSeries Login (DIDIER + password) will be sent to the iSeries automatically.

When your iSeries Login will change periodically, just come back here to update your new login using the most left icon  to edit the configuration.

Of course, the use of “Data Source Logins” is not necessary when using a Data Source already supporting your Windows credential, such as Microsoft SQL Server for example.

3.3. Connected Users

At any time, the Administrator or other authorized users belonging to a Group being “**Super Administrator**” or having the Right **_P User_Manage** defined to **Allow** in Click and DECiDE Administration Manager can see all active users, and see if they are identified as CAL users (Client Access License) or Concurrent Users.

Configure

Connected Users

★




[Didier]

Logout

Web Portal License

1 / 5 CAL(s)

2 / 5 Concurrent(s) (AllowClientAccess)

#	License	Product	Name	IP	Lifetime
	Concurrent	WebPortal	DIDIER	::1	10/21/2015 2:40:11 PM
	CAL	WebPortal	GGO	fe80::44fb:a684:34a8:82d1%3	10/21/2015 2:39:37 PM
	Concurrent	WebPortal	VERO	fe80::1046:fdc4:4461:bd83%3	10/21/2015 2:40:05 PM

On the Top of this screen, the Administrator can see how many “Client Access License” (CAL) user(s) and how many Concurrent User(s) are connected and the maximum authorized users authorized by the License Certificate.

Note that the number of licenses used for the “Client Access License” (CAL) corresponds to identified users, specified in the User Tab of Click and DECiDE Administration Manager and having the “CAL” option activated: example, in the picture below GGO is a “CAL” User:



The screenshot shows the 'Users' management interface. On the left, a tree view lists users: Admin, Guest, Didier, ggo, and Administrator. Each user has sub-items for User Groups, Model Parameter, and Rights. The 'ggo' user is selected, highlighted with a red box. On the right, the 'User' details panel for 'ggo' is shown. It includes fields for User ID (ggo), Name, Password, Confirmation, Enable (checked), and CAL (checked). A red box highlights the 'CAL' checkbox. Below the details panel is a table with columns 'Data Sour...', 'User ID', and 'Password'.

And in the next picture Didier is not a “CAL” User and will appear as a “Concurrent User”, Vero is not defined in the User Tab but belongs to the Users Group and will also appear as “Concurrent User”.

The screenshot shows the 'Users' management interface. On the left, a tree view lists users: Admin, Guest, Didier, ggo, and Administrator. Each user has sub-items for User Groups, Model Parameter, and Rights. The 'Didier' user is selected, highlighted with a red box. On the right, the 'User' details panel for 'Didier' is shown. It includes fields for User ID (Didier), Name, Password, Confirmation, Enable (checked), and CAL (unchecked). A red box highlights the 'CAL' checkbox. Below the details panel is a table with columns 'Data Sour...', 'User ID', and 'Password'. The table contains one row with 'iSeries' as the data source, 'DIDIER' as the user ID, and '**' as the password.

Note that it is not necessary to add the User “Vero” in that case in Administration Manager if using Windows Authentication if this user will never be declared as a CAL User.

From left to right, this Connected Users screen displays:

An icon allowing to **remove** the corresponding user (example a User who left the Company)

License type: CAL (Client Access License) or Concurrent Users.

Product: Web Portal or Connect.

User Name: the connected user’s User ID.

IP Address: IP of the connected user computer. (IPV4 or IPV6).

Lifetime: this information gives the date and time when the user will be disconnected if there is no activity in the Web Portal. (This only concerns Concurrent Users).

Note: after 10 minutes without activity, a concurrent user is disconnected, whereas a CAL User still appears but their IP Address displays “Inactive”. The Lifetime displays the last lifetime that was valid before the timeout.

Example 1:



#	License	Product	Name	IP	Lifetime
	Concurrent	WebPortal	DIDIER	::1	10/22/2015 10:42:46 AM
	CAL	WebPortal	GGO	fe80::ec58:41e1:84a0:b82%3	10/22/2015 10:34:51 AM
	Concurrent	WebPortal	VERO	fe80::1046:fdc:4461:bd83%3	10/22/2015 10:42:38 AM

After a while, if not active after the Lifetime, the User GGO appears as inactive.

#	License	Product	Name	IP	Lifetime
	Concurrent	WebPortal	DIDIER	::1	10/22/2015 10:57:57 AM
	CAL	WebPortal	GGO	Inactive	10/22/2015 10:34:51 AM
	Concurrent	WebPortal	VERO	fe80::1046:fdc:4461:bd83%3	10/22/2015 10:42:38 AM

The GGO CAL user appears with an Unknown IP Address when inactive, this allows the same user to connect again from another PC with a different IP Address.

Example 2:

#	License	Product	Name	IP	Lifetime
	Concurrent	WebPortal	DIDIER	::1	10/22/2015 11:15:22 AM
	CAL	WebPortal	GGO	192.168.0.51 / fe80::ec58:41e1:84a0:b82%3	10/22/2015 11:14:37 AM
	Concurrent	WebPortal	VERO	fe80::1046:fdc:4461:bd83%3	10/22/2015 11:15:04 AM

In the above screen, the user GGO is connected at the same time using a Connect data source in the Web Portal. That is why you see his IPV4 address and his IPV6 address separated by a slash.

The reason is that the Web Portal can display both IP address types: IPV4 and IPV6, whereas Connect can only display IPV4.

Note: the Administrator can disconnect anybody from this screen using the **Remove** icon. This is useful if you want to remove a CAL user that no longer works in the Company. This user should then be removed from the Click&DECiDE Administration Manager and be replaced with a new user if necessary.

3.4. Favorites

The "Favorites" are corresponding to the "Home Pages" from a previous version of Click&DECiDE. If you install Click&DECiDE 2013 above a previous version having existing "Home Pages", you will see them in the Favorite frame. With Click&DECiDE 2015, the way to manage and display the Favorites has been improved.

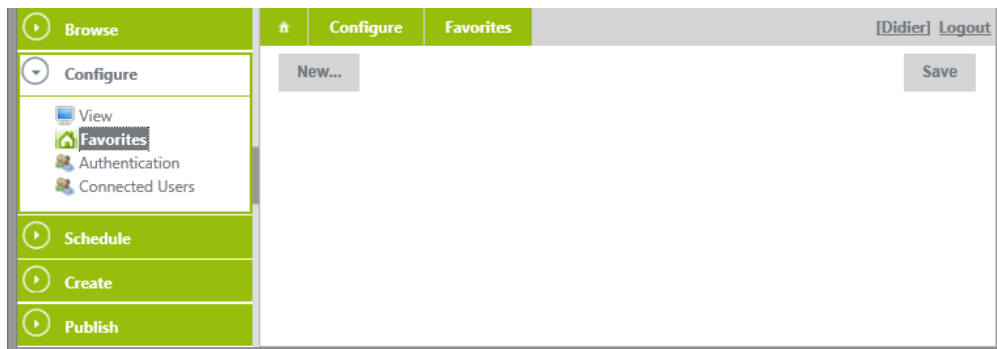
The **Favorites** frame enables you to display for example the result of a report in HTML or PDF format, or a Dashboard made with the Google Charts etc.



A Favorite can display a Report or a Google Chart Dashboard that do not retrieve any data but are used to display a customized menu offering some URL link to other reports or to other Google Chart Dashboards.

Important: in the URL copied to the clipboard, the server name could be **localhost** if you are working directly on the Server machine. For any URL to be used from a remote computer connected to the Web Portal Server, you need to replace **localhost** by the Server's **IP Address** or **Server Name**, followed by the port number if different than 80.

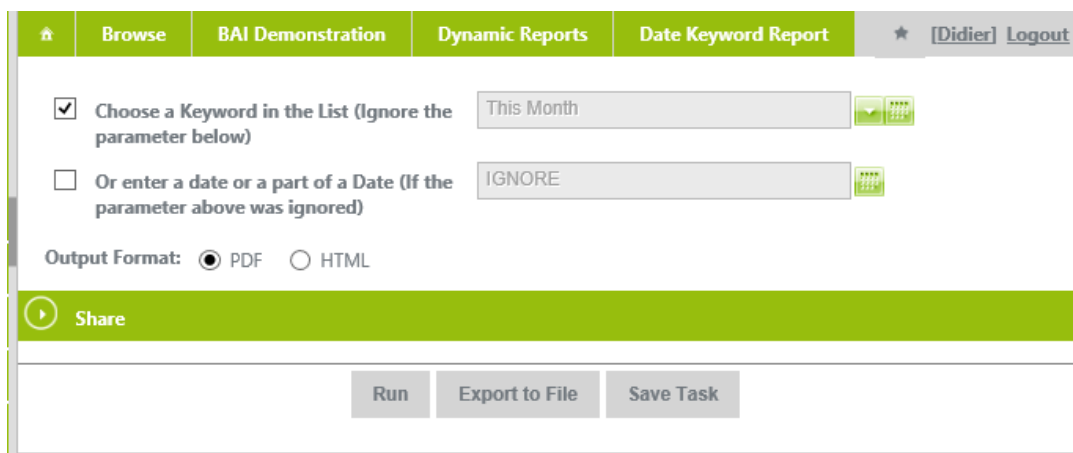
To access to the Favorite frame, click **Favorites** in the **Configure** command:



3.4.1. Adding a Favorite

You first need to copy the URL of the required Report, Dashboard or Cube etc.

To do so, select the required item in the Menu as if you wish to run it. Example: select the Report "Date Keyword Report" in the Dynamic Report branch and select as parameter "This Month" and PDF format:



Then click the **➔Share** button that will display all available links in a combo box (**new since version 15.2**) depending of the output formats specified in the Menu for this item:



Note that the end of the URL finishes with **__e=0**, that means the report will not be run immediately. If you want this Favorite to be run immediately, click the **Auto Run** option in the Share button, that will change the **__e=0** with **__e=1**



Share

Web Link to this page

☒ Display Parameters ☐ Display Result ☐ Download Link

☒ Auto Run

http://localhost/dvweb/Menus/ShowParameters.aspx?__ma=BAI+Demonstration&__mi=2361&P_DATE_Keyword=0+months+ago%7cThis+Month&__f=PDF&__e=1

Copy the proposed URL into the clipboard and go back to the Favorite frame.

Click **New** in this screen:

Browse Configure Favorites [Didier] Logout

New... Save

View Favorites Authentication Connected Users

Enter a Title and paste the URL into the box but change localhost with the server name and add the port number if different than 80 or just use the URL starting at /dvweb/... etc.

Favorite Properties

Title: Sales for the current month

URL: /dvweb/Menus/ShowParameters.aspx?__ma=BAI+Demonstration&__mi=2361&P_DATE_Keyword=0+months+ago%7cThis+Month&__f=PDF&__e=1

Note that if you want this Favorite to be run without showing any parameters nor output formats nor the Abort button, change **ShowParameters.aspx** with **Display.aspx**: this can be done automatically (since version 15.2) by clicking the option "**Display Result**":

Share

Web Link to this page

☐ Display Parameters ☒ Display Result ☐ Download Link

☒ Show Navigation Bar

http://localhost/dvweb/Menus/Display.aspx?__ma=BAI+Demonstration&__mi=2361&P_DATE_Keyword=0+months+ago%7cThis+Month&__f=PDF&__e=1

The __e=1 will not be used and can be removed:

[/dvweb/Menus/Display.aspx?__ma=BAI+Demonstration&__mi=2361&P_DATE_Keyword=0+months+ago%7cThis+Month&__f=PDF](#)

Select the **Target** mode among "Open in current frame", "Open in top window" or "Open in new window".

Title: Sales for the current Month

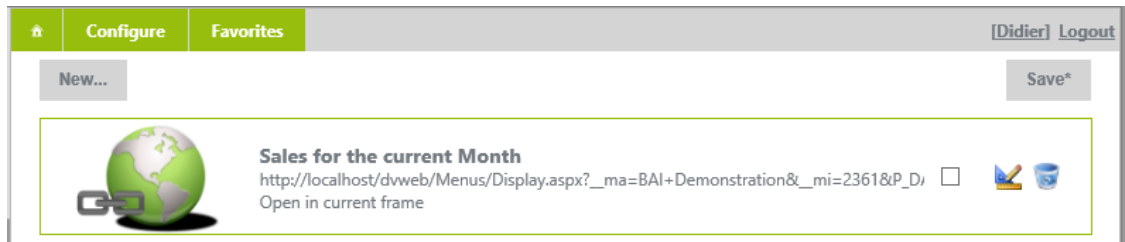
URL: /dvweb/Menus/Display.aspx?__ma=BAI+Demonstration&__mi=2361&P_DATE_Keyword=0+months+ago%7cThis+Month&__f=PDF

Target: Open in current frame

Click **OK**. The favorite appears as follow and two icons allow you to edit or remove this Favorite. Note that you also can test the URL link by clicking on the URL in this box.

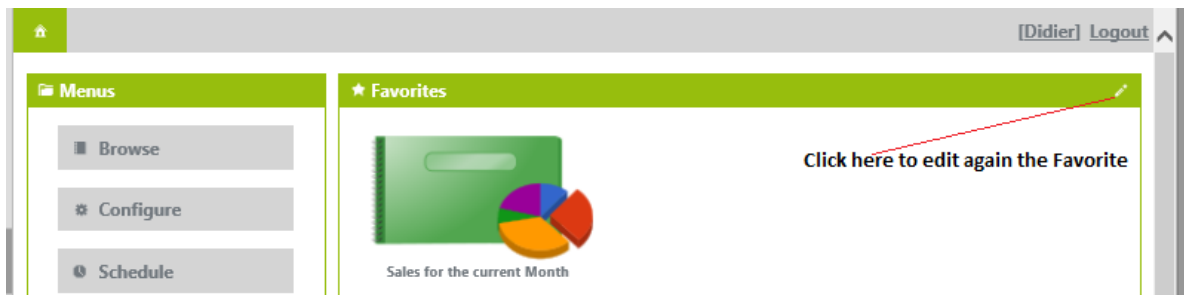


A check box allows you to get this Favorite to be run each time you load the Home Page.



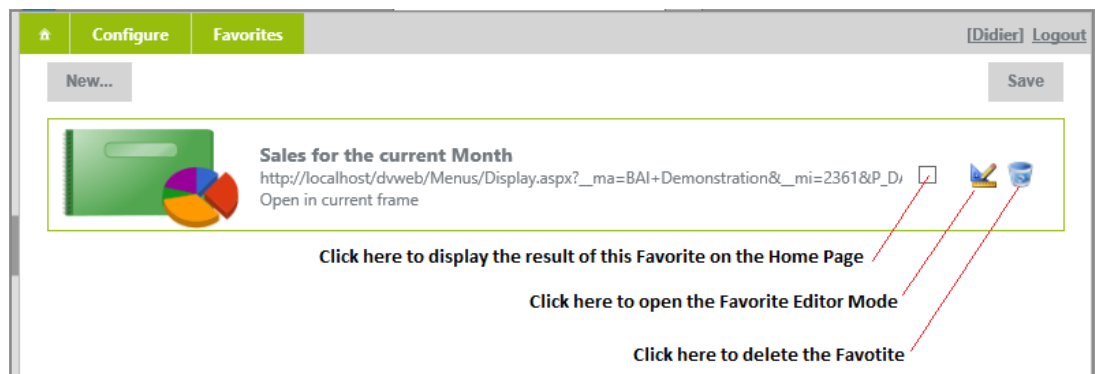
Click **Save**.

You first Favorite has been added, and if you go back to the Home Page it will appear as follow:

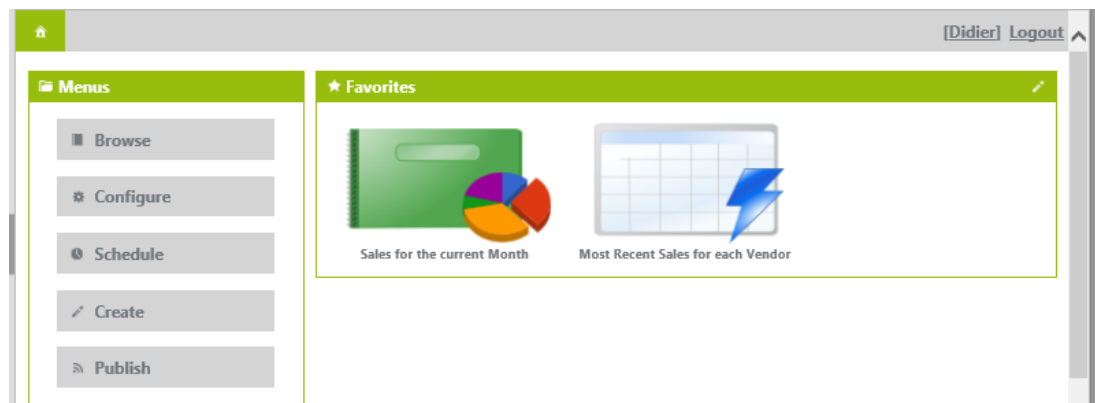


Note that the icon has changed according to the item type (query, report, Dashboard etc.)

You can click the most right icon to go back directly from here to the Favorite Box:



Now, when accessing to the Home Page using the  icon, you will see your Favorites as follow:





Click directly this “Sales for current month” favorite to get the result in the output format defined in the URL (here a PDF):

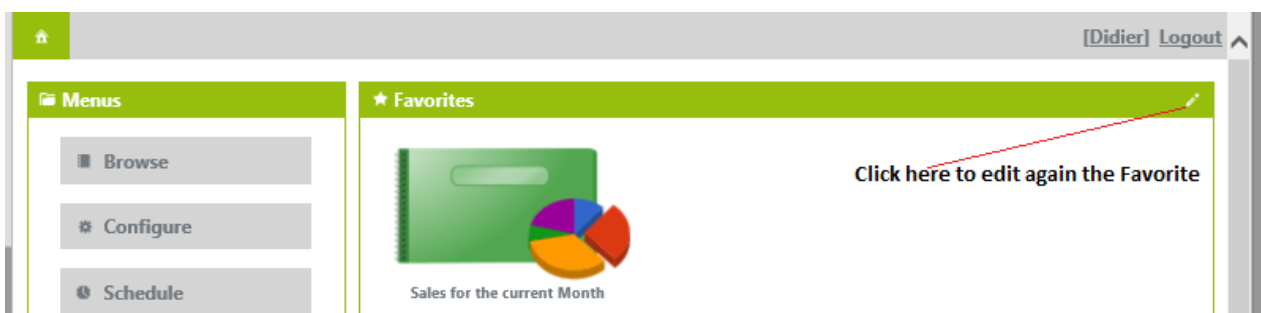
Date Keyword Report			
AREA	SALESMAN	DATE	TOTAL
NORTH-WEST	Sandra Davis	Thursday, October 8, 2015	\$74,490.00
NORTH-WEST	Joe Kramer	Thursday, October 8, 2015	\$137,082.00
NORTH-WEST	Sandra Davis	Saturday, October 10, 2015	\$84,947.00
NORTH-WEST	Joe Kramer	Saturday, October 10, 2015	\$150,589.00
ATLANTIC	Diane Meyer	Tuesday, October 13, 2015	\$67,712.00
ATLANTIC	Tim Rosenberg	Tuesday, October 13, 2015	\$78,634.00
NORTH-WEST	Bill Raley	Wednesday, October 21, 2015	\$56,640.00
WEST	Doug Castro	Tuesday, October 27, 2015	\$130,982.00
WEST	Doug Castro	Friday, October 30, 2015	
NORTH-WEST	Bill Raley	Friday, October 30, 2015	

Or the Most Recent Sales for each Vendor, made with a query with HTML output format:

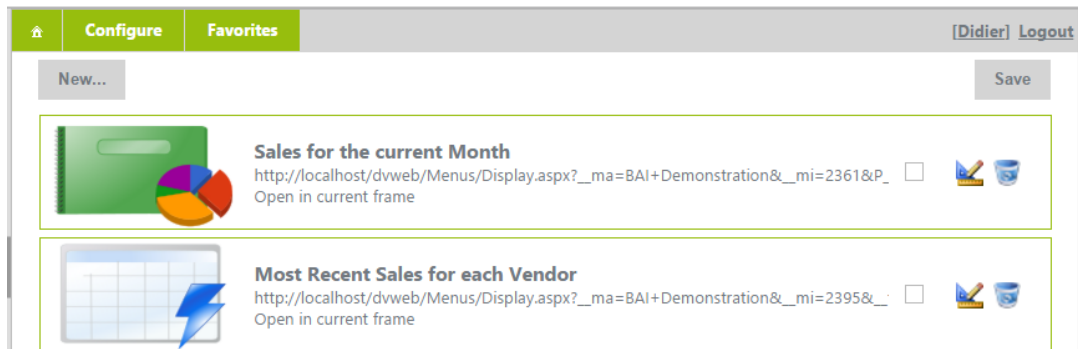
Max Date for a Salesman		
Salesman	Most Recent Date	Amount
John Brown	1/27/2016	\$230,236.29
Tim Rosenberg	3/16/2016	\$240,590.29
Robert Salta	10/10/2016	\$161,634.35
Karen Walker	10/27/2016	\$65,860.00
Jim Baxter	11/10/2016	\$54,955.00
Kim Johnson	11/19/2016	\$109,744.00
James Smith	11/22/2016	\$123,932.00
Jean Martin	12/22/2016	\$102,289.00
Bill Raley	12/23/2016	\$93,305.00
Wanda Sanders	12/23/2016	\$181,089.00
Diane Meyer	12/24/2016	\$197,881.50
Doug Castro	12/24/2016	\$184,135.00
Joe Kramer	12/26/2016	\$200,114.50


3.4.2. Modifying a Favorite

Access to the Favorite box through the Configure command or using the most right up icon in the Favorite Frame in the Home Page:



You will access here:



Click the Edit icon  to modify the required Favorite in the list.

Make the required changes and click OK to validate or Cancel.

Favorite Properties

Title

Sales for the current Month

URL

http://localhost/dvweb/Menus/Display.aspx?__ma=BAI+Demonstration&__mi=2361&P_This+Month&__f=PDF

Target

Open in current frame

Thumbnail

Paste Image Here

OK

Cancel

3.4.3. Adding a Picture to a Favorite

As you can see in the Favorite Properties box, you can replace our default logo with a picture of your choice.

Open the picture you need under an Image Editor, such as Paint for example.

Copy this picture.

Open the Favorite Properties box.

Paste the picture inside the “Paste Image Here” frame.

Example for the first favorite: the icon is replaced by a picture of the first page of the PDF:

Favorite Properties

Title

Sales for the current Month

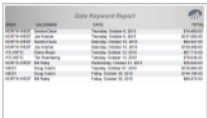
URL

http://localhost/dvweb/Menus/Display.aspx?__ma=BAI+Demonstration&__mi=2361&P_This+Month&__f=PDF

Target

Open in current frame

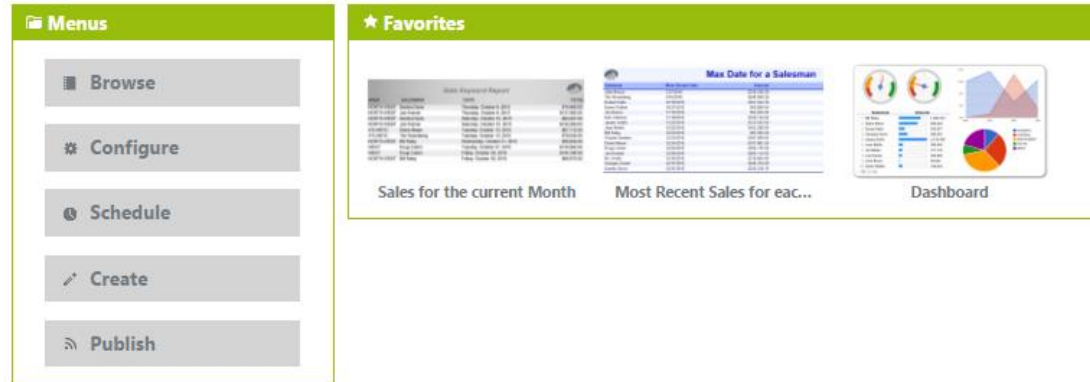
Thumbnail





Example for the second favorite: the icon is replaced by a picture of the first page of the HTML, and for a third favorite being a Dashboard, the picture can be the Main Dashboard image:

The Home Page will display all your favorites as follow:

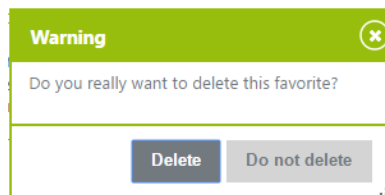


3.4.4. Removing a Favorite

Access to the Favorite box through the Configure command or using the most right up icon in the Favorite Frame in the Home Page:

Click the Remove icon  to delete the required Favorite in the list.

Click Delete on the next message (the selected Favorite is removed from the list) or Cancel.



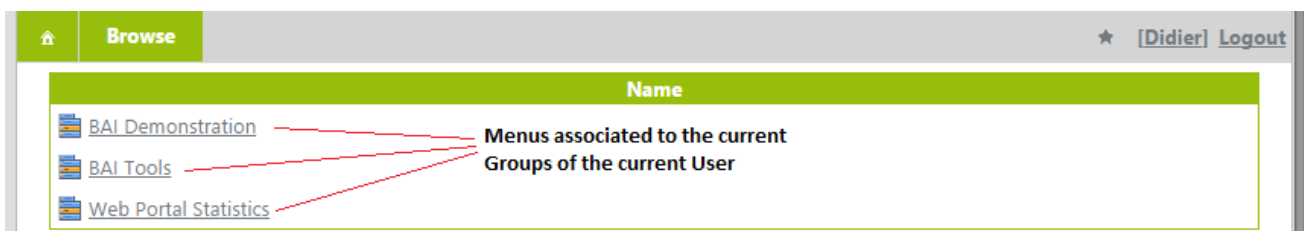


4. Browse

To run menu items, follow the steps below:



1. Click the **Browse** command in the Web Portal.



2. Select one of the Menus assigned to your profile.

Note: the **Menus** depend on the Menus assigned to the Group you belong to, defined by your Administrator in the Click&DECiDE Administration Manager for the Server.

3. Refresh the Menu by logging out and then login again, if necessary.

4.1. Working with Menu Branches

Menus can display the following items.

4.1.1. Items that do not Require the Installation of Additional Components

The following items do not need additional components to be installed:

- A branch running a dynamic query, dynamic report, static query and static report.
- A branch displaying a link to a file in the following formats: PDF, Excel, Word or an URL link.
- A branch, called a Shared Folder, displaying any file type or Click&DECiDE project files containing queries or reports (except cubes).

4.1.2. Items Requiring the Installation of Additional Components

The following menu items require the installation of additional components:

- A branch running a Cube (from a 32-bit Click&DECiDE version).



- A branch, called a Shared Folder, displaying Click&DECiDE project files containing cubes.
- In both cases, a Microsoft Web Component ActiveX should be installed.

4.1.3. Items Requiring the Installation of Additional Software

The following items require the installation of additional software:

- A branch running the Click&DECiDE Builder software:



4.2. Running a Dynamic Item

To run a dynamic item, such as a query, report or cube, please follow the steps below. The following explanation applies to a dynamic query, report or cube. The example will be given with a dynamic report.

4.2.1. Exporting a Report in PDF Format

To export a report in PDF format, please follow the steps below.

1. Select **Browse**.
2. Select **BAI Demonstration**.
3. Select **Dynamic Reports**.
4. Click the **Demo Multi Criteria** report.

5. Note all the parameters required by this report are displayed. A default value or the IGNORE reserved word appears when no values are authorized.
6. Select the values you wish, as appropriate. Click the down arrow to display the drop-down list (click **Shift + Click** or **Ctrl + Click** to select several values at the same time), or click the **Calendar** icon to display the calendar (for **Date** or **Date Time** fields), you can also enter values in the edit box.
7. **Click Ctrl+Click:** to select non-contiguous values.



[Browse](#)
[BAI Demonstration](#)
[Dynamic Reports](#)
[Demo Multi Criteria](#)
[\[Administrator\]](#)
[Logout](#)

☐ Area?

ATLANTIC
CENTRAL
NORTH-WEST
SOUTH
WEST

☐ Salesman Name:

Bill Raley NORTH-WEST
Diane Meyer ATLANTIC
Joe Kramer NORTH-WEST
Karen Walker ATLANTIC
Robert Salta NORTH-WEST
Sandra Davis NORTH-WEST
Tim Rosenberg ATLANTIC

☐ Date? (Use key words or a calendar date)

Last Year

Output Format: ☒ PDF ☐ HTML ☐ Other:

8. Click the green button to validate or the red button to cancel.

9. Click **Shift+Click** to select contiguous values.

[Browse](#)
[BAI Demonstration](#)
[Dynamic Reports](#)
[Demo Multi Criteria](#)
[\[Administrator\]](#)
[Logout](#)

☒ Area?

ATLANTIC;NORTH-WEST

☐ Salesman Name:

Bill Raley NORTH-WEST
Diane Meyer ATLANTIC
Joe Kramer NORTH-WEST
Karen Walker ATLANTIC
Robert Salta NORTH-WEST
Sandra Davis NORTH-WEST
Tim Rosenberg ATLANTIC

☐ Date? (Use key words or a calendar date)

Last Year

Output Format: ☒ PDF ☐ HTML ☐ Other:

10. Click the green button to validate or the red button to cancel.

11. Select a keyword for the **Date** field: (please refer to the [Keyword](#) List at the end of this manual).

[Browse](#)
[BAI Demonstration](#)
[Dynamic Reports](#)
[Demo Multi Criteria](#)
[\[Administrator\]](#)
[Logout](#)

☒ Area?

ATLANTIC;NORTH-WEST

☒ Salesman Name:

Diane Meyer;Joe Kramer;Karen Walker

☒ Date? (Use key words or a calendar date)

Last Year

Output Format: ☒ PDF ☐ HTML ☐ Other:

12. Or click the **Calendar** icon to select a specific date or date time.

☒ Date? (Use key words or a calendar date)

August 2013						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
28	29	30	31	1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31
1	2	3	4	5	6	7

Use these arrows if needed to set the time to 12:00:00 AM or 11:59:59 PM or specify the time you need if required

13. Note the output formats authorized by the Administrator are displayed. The default output format is **PDF** (Acrobat Reader).

14. Click **Run** if the current parameters are correct. The result will appear in the output format you selected.



BAI Demonstration Dynamic Reports Demo Multi Criteria Result [Administrator] Logout				
1 / 2 53.6% Find				
Report Demo Multi Criteria with 3 Break Levels				
Area	Code	Salesman name	Date	Amount
ATLANTIC				
ATLANTIC	4	Diane Meyer	15/03/2012	\$226 166,15
			16/06/2012	\$167 186,29
			18/06/2012	\$158 318,20
			27/10/2012	\$56 262,50
			06/11/2012	\$224 130,25
			27/11/2012	\$87 451,07
			24/12/2012	\$197 881,50
			2012	\$1 117 395,96
		Diane Meyer		\$1 117 395,96
ATLANTIC	12	Karen Walker	27/10/2012	\$65 860,00
			2012	\$65 860,00
		Karen Walker		\$65 860,00
ATLANTIC				\$1 183 255,96

4.2.2. Exporting to another Output Format

1. Select the output format HTML or Other.
2. Select the Other option button to view the list of additional output formats supported by Click&DECiDE if your Administrator has setup this menu branch to propose other formats.

☒ Area? ATLANTIC;NORTH-WEST
☒ Salesman Name: Diane Meyer;Joe Kramer;Karen Walker
☒ Date? (Use key words or a calendar date) Last Year

Output Format: ☐ PDF ☐ HTML ☒ Other: Excel 2007

Share

Run Export to File Save Task

3. Click **Run** to get the report result in the specified output format, according to the parameter values you entered. In the example below we selected the Excel 2007 output format and above criteria with "Last Year" for the date.
4. A message appears while running:

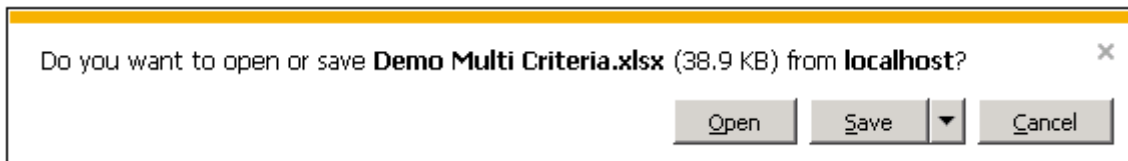
Output Format: ☐ PDF ☐ HTML ☒ Other: Excel 2007

Share

Abort Save Task

Running...

5. Then a message ask you what to do with the generated Excel file:



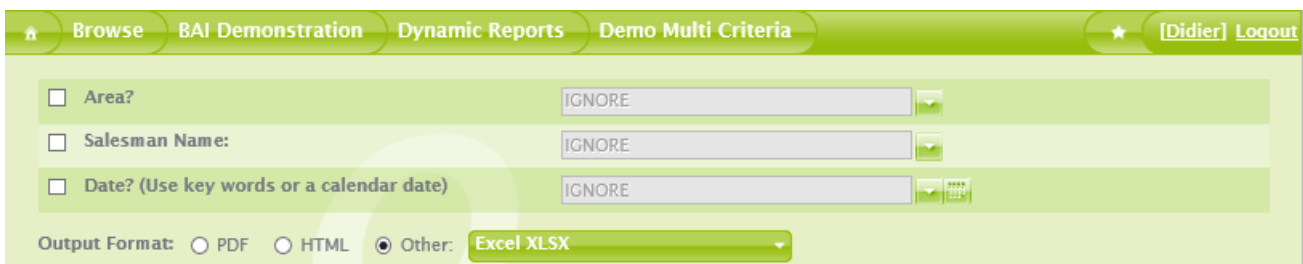
Click Open or Save and open the file under Excel 2007, 2010 or greater.

6. Click on the required Tab to go back to the location you need:



7. The Tab corresponding to the item name will display the last parameters and output formats used.

Note: if you wish to IGNORE a parameter previously defined, clear the check box to the left of the value and the IGNORE reserved word will be restored.



Note: sometimes a parameter can be mandatory and/or not editable according to the way it has been defined by the Report Author.

Note: when entering several values by hand in an edit box, the separator value is a semi-colon. No additional quotes are required for text fields as the field type is known by the application.

4.2.3. Stopping a running Job

Since version 10.2.2, during the execution time, the Run button is changed to **Abort**, so that it is now possible to stop an execution in progress. The consequence is that you cannot click elsewhere on the Web Portal before the current run is completed or stopped. (Improvement of the Click&DECiDE Export Manager Service).



It should be noted that two steps are required when executing a query: the FIRSTDATA that returns the first set of data and then the FETCH that returns a result of successive data packet. Cancelling the execution cannot be done until the return of FIRSTDATA, i.e. either during the recovery following blocks, either during the formatting of data (query, report and cube). Cancelling during FIRSTDATA is planned for version 11 of Click&DECiDE.

4.2.4. Working with the Navigation Bar in a Report in HTML Format

If you export a report to HTML format which generates several pages then a special navigation bar appears. Follow the steps below for more information. **This new navigation bar has been designed to work fine under an iPad, iPhone, or Android Tablet or Smartphones.**

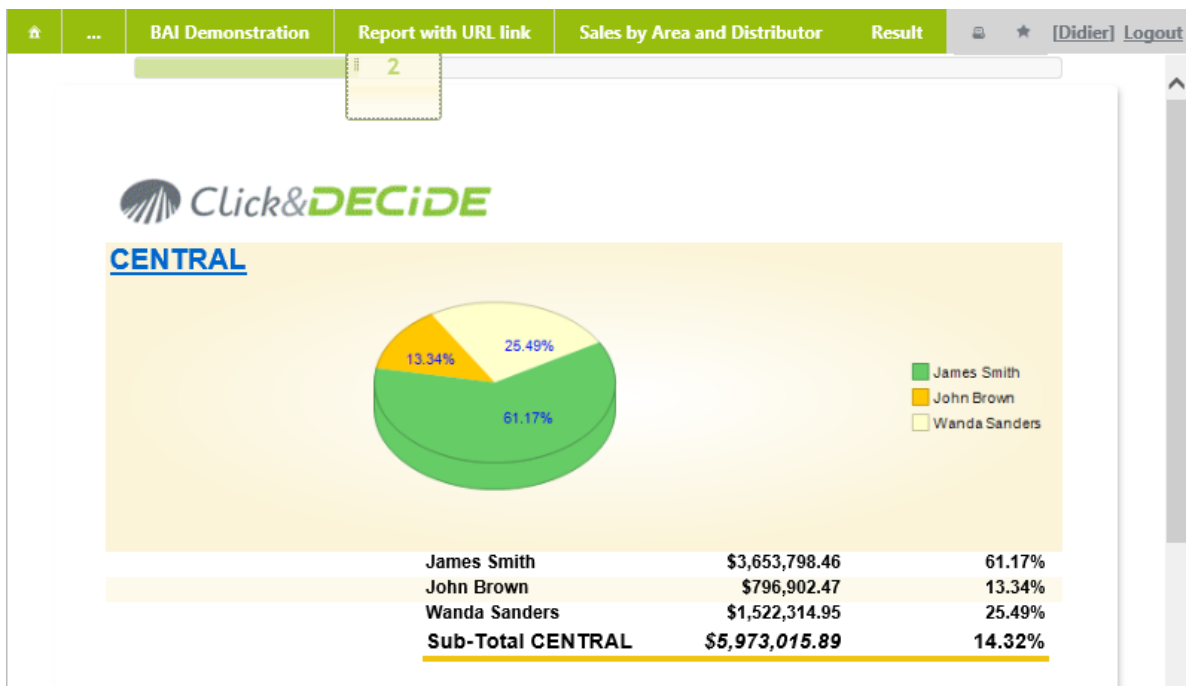


BAI Demonstration			
Dynamic Reports			
Demo Multi Criteria			
Result			
[Administrator] Logout			
1			
Report Demo Multi Criteria with 3 Break L			
Area	Code	Salesman name	Date
ATLANTIC			
ATLANTIC	4	Diane Meyer	
			10/01/2011
			11/02/2011
			21/03/2011
			27/03/2011

Move the Page Number cursor to right or left to reach a specific page number or just next page or previous page.

Example using the Demonstration Menu

1. Click the **Report with URL link** branch.
2. Click the **Sales by Area and Distributor** report in the right pane.
3. Click **Run** to run it. A first report appears with a page for each Area. The Area field contains a hyperlink that can call another report giving more details about this area.



4. Click the value you want, for example the **Central** value (or any other area on next pages) and the second report will appear in place of the first one.



BAI Demonstration	Report with URL link	Sales by Area and Distributor	Result
Click&DECiDE			
Sales by area and distributor subreport			
Report asked for the area(s): CENTRAL			
Click on a PRODREF value to get a report for the family product (01 = CHILDREN and 02 = ADULT)			
Click on a PRODUCT name to get a sub-report for the selected Product only			
Name	Prodref	Product	Amount
James Smith	0111	HYBRID TOUR 95	9,990.00 €
James Smith	0111	HYBRID TOUR 95	11,100.00 €
James Smith	0111	HYBRID TOUR 95	12,210.00 €
James Smith	0111	HYBRID TOUR 95	26,640.00 €
James Smith	0111	HYBRID TOUR 95	27,750.00 €
James Smith	0111	HYBRID TOUR 95	46,231.50 €
James Smith	0111	HYBRID TOUR 95	47,175.00 €
James Smith	0112	STREET KING SKULL	14,037.80 €

5. Click the Back Button from your browser to come back to the previous report, then the Next Browser button to go back to the last report.

Back to Sales by area with URL link (Alt+Left)	Report with URL link	Sales by Area and Distributor	Result
Click&DECiDE			
Sales by area and distributor subreport			
Report asked for the area(s): CENTRAL			
Click on a PRODREF value to get a report for the family product (01 = CHILDREN and 02 = ADULT)			
Click on a PRODUCT name to get a sub-report for the selected Product only			
Name	Prodref	Product	Amount
James Smith	0111	HYBRID TOUR 95	9,990.00 €
James Smith	0111	HYBRID TOUR 95	11,100.00 €

6. Select an article code beginning with "02" in the PRODREF column. A third report for the ADULT family will appear in place of the current report.

...

BAI Demonstration

Report with URL link

Sales by Area and Distributor

Result

Didier

Logout

1

Click&DECiDE

Sales by area and distributor third subreport with parameter

You have selected the ADULT Family (Product number beginning with 02) and the CENTRAL Area.

PRODREF	PRODUCT	FAMILY	QTY	AMOUNT
0213	BMX ADULT RACER	Adult	16	12,736.00 €
0214	BMX URBAN LEAGUE	Adult	14	31,500.00 €
0215	SCHWINN EXCURSION RACER	Adult	9	13,365.00 €

7. Click the Back Browser button to come back to the previous report.



4.3. Working with Useful Icons and Buttons

4.3.1. Navigation icons



Home Page: sends you back to the Main Home Page.

PRODREF	PRODUCT	FAMILY	QTY	AMOUNT
0213	BMX ADULT RACER	Adult	16	12,736.00 €
0214	BMX URBAN LEAGUE	Adult	14	31,500.00 €

4.3.2. Export to File button

Export to File

Export to File: exports the current report directly to a file without building the result in the Web Page. This avoids displaying the result and having to click **Save As**. It is particularly useful when running output formats such as ASCII, as it automatically generates an ASCII file on the disk.

4.3.3. Save Task button

Save Task

Save Task: generates a task that can be [scheduled](#) later. If you are not recognized as a Super Administrator user, or a User having a special right named **_P Task_Manage = Allow** in Administration Manage, this button is hidden. A Super Administrator user is a user who belongs to a Group defined as "Super Administrator" in the Click&DECiDE Administration Manager on the Server. Only the Administrator of this module can modify the user status. The right **_P Task_Manage = Allow** can be applied to a User Group or a User.

4.3.4. Share Button Bar

Share

Share: generates the required links (URL) such as **Web Link, Google® DataTable Datasource, Excel® WebQuery Datasource, QlikView® Script, Excel® Power Pivot or Click'n'Decide Builder Query**.

Since **version 15.2**, the Share button has been improved to make it more users friendly: instead of displaying all possible links according to the output formats specified in the menu for this Menu Branch, now the Share button displays a combo-box: example with the Demo Multicriteria query:

Click the Combo Box to display other available links, which list is depending on the output formats defined in the Menu Branch for this query:



Select the link you wish to use. The URL will be updated dynamically.

4.3.4.1. Web Link to this page:

This link can be used when defining a Favorite, or used inside a Google Chart or be saved as a Shortcut on your desktop.

Now the syntax of the URL can be changed with the mouse by clicking the available mode, depending on the selected link type. A Web Link to this page authorizes:

Display Parameters: the URL will contain the **ShowParameters.aspx** function that will display the Parameters list and the Output formats list when running this URL:

The **Auto Run** check box on the right will change the `__e=0` to `__e=1` in the URL in order to run immediately the job. But the Cancel button is displayed, so that the User can cancel the job if needed.

If the above URL is used in a Favorite for example, the job will run immediately when clicking the Favorite, as follow:



☐ Area?

☐ Salesman Name:

☐ Date? (Use key words or a calendar date)

Output Format: ☐ PDF ☐ HTML ☒ Other:

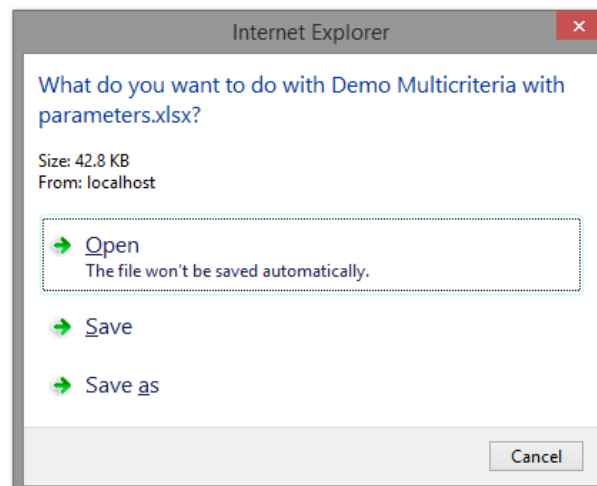
Display Result: the URL will contain the **Display.aspx** function that will run immediately the job without showing the Parameters list neither the Output formats list:

☐ Display Parameters ☒ Display Result ☐ Download Link ☒ Show Navigation Bar

Note that the `__e=0` is still here but will not be used, as `Display.aspx` already means to run now. You can thus remove this part of the URL and only keep:

[/dvweb/Menus/Display.aspx?__ma=BAI+Demonstration&__mi=2274&__f=Excel+XLSX](http://localhost/dvweb/Menus/Display.aspx?__ma=BAI+Demonstration&__mi=2274&__f=Excel+XLSX)

When running the above link through a Favorite for example, the job will run and the Navigation Bar is still visible.



Show Navigation Bar: uncheck this option if you wish to hide the navigation bar.

The URL will change to: **Display.aspx** is replaced by **Display.ashx**

☐ Display Parameters ☒ Display Result ☐ Download Link ☐ Show Navigation Bar

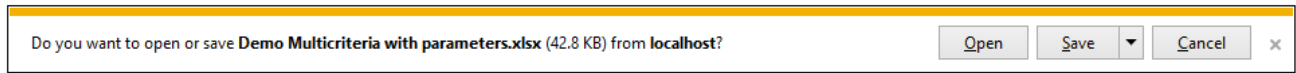


The URL is run immediately without showing the Navigation Bar.

Download link: the URL will contain the **Download.ashx** function that will run immediately the download of the result file (without showing the Parameters list neither the Output formats list):

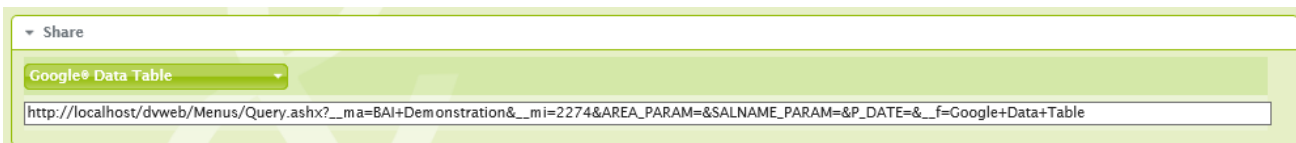
/dvweb/Menus/Download.ashx?__ma=BAI+Demonstration&__mi=2274&__f=Excel+XLSX

(Note that the &__e=0 is not necessary in that case)



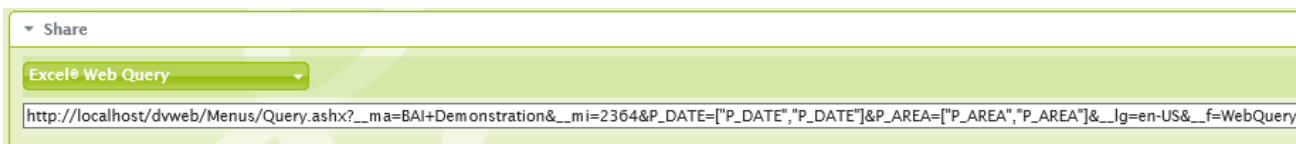
Refer also to the [Technical Appendix](#) for more information.

4.3.4.2. Google® DataTable Datasource:



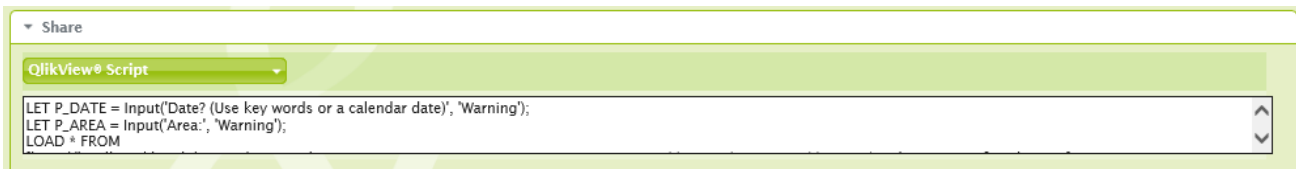
This link will be used when creating some Dashboards with the Google Charts. (Refer to the [BAI Dashboard Google Chart User Guide V2013](#)).

4.3.4.3. Excel® WebQuery Datasource:



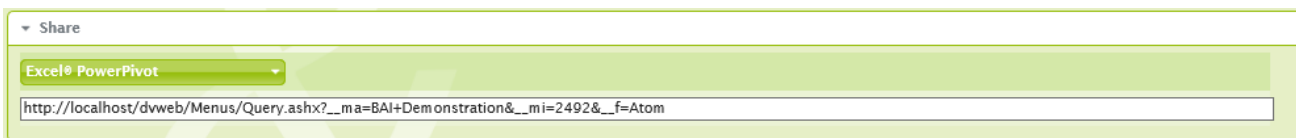
This link will be used when using the [WebQuery](#) inside an Excel file. See the chapter about the WebQuery in this Manual and the [Technical Appendix](#).

4.3.4.4. QlikView® Script:



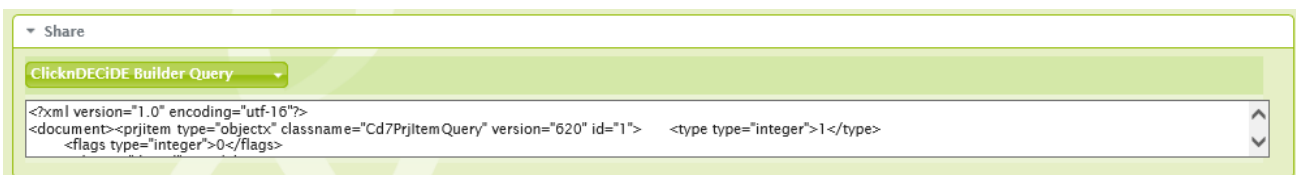
This link will be used when using QlikView to generate the required QlikView script.

4.3.4.5. Excel® Power Pivot:



This link will be used when using the [PowerPivot](#) module from Excel 2010 or greater. See the chapter about the Power Pivot in this Manual.

4.3.4.6. Click'n'Decide Builder Query:





This link allows the user to copy and paste this link into a Click&DECiDE Builder project file and get automatically the corresponding query built inside this project. This is useful when using Click&DECiDE Web Builder.

4.4. Saving a Task

4.4.1. Create a new Task

To create a task, please follow the steps below. This example will use the **Demo Multi Criteria** report for the **Last Month** period.

1. Select the **Dynamic Report** branch in the left **BAI Demonstration** menu.
2. Click the **Demo Multi Criteria** report.
3. Ignore all parameters except the **Date**.
4. Replace the year with **Last Month**.
5. Select **PDF** output format.

The screenshot shows the Click&DECiDE interface with the following elements:

- Navigation tabs: Browse, BAI Demonstration, Dynamic Reports, Demo Multi Criteria.
- User: [Administrator] Logout
- Parameters:
 - Area?: IGNORE
 - Salesman Name?: IGNORE
 - Date? (Use key words or a calendar date): Last Month
- Output Format: PDF (selected), HTML, Other: Excel 2007
- Buttons: Run, Export to File, Save Task

6. Click the **Save Task** button.
7. **General**: enter a name for the Task.

The screenshot shows the Click&DECiDE interface with the following elements:

- Navigation tabs: Schedule, Tasks, New Export Task.
- User: [Administrator] Logout
- Section: General
- Task Name: MyReportLastMonth

8. **Source**: note the Report information (New in version 2013): Menu Name, Item Name and Menu ID:

Source	
Menu Alias:	BAI Demonstration
Menu Item (ID):	Demo Multi Criteria (2316)


9. **Parameters** status: the parameters default values can be changed again here and, optional, you can use the last option to generate a document for each distinct value of the specified parameter.



Parameters	
<input type="checkbox"/> Area?	IGNORE
<input type="checkbox"/> Salesman Name:	IGNORE
<input checked="" type="checkbox"/> Date? (Use key words or a calendar date)	Last Month
<input type="checkbox"/> Generate a document for each value of the parameter: AREA_PARAM	

If you want for example to get a different target directory and/or a destination different file name for each value of the AREA field, managed by the AREA_PARAM parameter, then select this option and this parameter:

Parameters	
<input type="checkbox"/> Area?	IGNORE
<input type="checkbox"/> Salesman Name:	IGNORE
<input checked="" type="checkbox"/> Date? (Use key words or a calendar date)	Last Month
<input checked="" type="checkbox"/> Generate a document for each value of the parameter: AREA_PARAM	

10. **Destination:** click the **Browse** icon  to define the **Destination Directory**. By default the Shared Folder (and sub-directories) can be used because all new files created in these directories can be accessed later via the Web Menu. The Shared Folder corresponds to the following default path on the Server: C:\Program Files\Click and DECiDE\BAI\DemoWeb\Shared Folder.

Destination	
Output Format:	<input checked="" type="radio"/> PDF <input type="radio"/> HTML <input type="radio"/> Others Excel 2007
Destination Directory	<input type="text"/>
Destination File	<input type="text"/>
Suffix	None

Example with the option to generate several documents for each value of the parameter AREA_PARAM:

Destination	
Output Format:	<input checked="" type="radio"/> PDF <input type="radio"/> HTML <input type="radio"/> Others Excel 2007
Destination Directory	BAI Demonstration/Shared Folder/#PARAM_ITERATE#
Destination File	sales for area #PARAM_ITERATE#_PDF
Suffix	None

The variable #PARAM_ITERATE# is automatically proposed in the Destination directory (but can be removed if needed) and can be used also in the **Destination File** Name. This variable will take the distinct AREA values found according to the other criteria. (NORTH-WEST, ATLANTIC, SOUTH etc.). If you are not using this iteration option, anyway enter a file name according to the chosen output format, for example **Sales for Last Month.pdf**.

11. **Suffix:** when a report is exported periodically, you can automatically get a dynamic name according to the chosen period. To do so, modify the name to "**Sales for the Month_.pdf**" to add an underscore between the file name and suffix, and click the Suffix drop-down list to select the appropriate suffix: if we are the 1st September 2013...

Suffix	Result	Comment
None		No suffix will be added



YY	13	The suffix will be the 2 digits of current year
YY-1	12	The suffix will be the 2 digits of last year
YYMM	1309	The suffix will be the 2 digits of current year and 2 digits of current month
YYMM-1	1308	The suffix will be the 2 digits of last month's year and 2 digits of last month
YYMM-1D	1308	The suffix will be the 2 digits of yesterday's year and 2 digits of yesterday's month
YYMMDD	130901	The suffix will be the 2 digits of current year, 2 digits of current month and 2 digits of current day
YYMMDD-1	130831	The suffix will be the 2 digits of yesterday's year, 2 digits of yesterday's month, and 2 digits of yesterday
NNNN	0001	The suffix will be a number starting at 0001 to 9999

Select for this example the **YYMM-1** suffix:

Destination	
Output Format:	<input checked="" type="radio"/> PDF <input type="radio"/> HTML <input type="radio"/> Others Excel 2007
Destination Directory	BAI Demonstration/Shared Folder/#PARAM_ITERATE#
Destination File	sales for area #PARAM_ITERATE#_PDF
Suffix	YYMM-1

12. Post-Treatment (optional): you can decide to make an action such as "Send an e-mail", "Export to Google Doc" or feed the RSS Feed Table, when the item is run through the Scheduled Task.

Post-Treatment	
<input type="checkbox"/> Do a Post-Treatment:	e-mail

If you want to do so, select this option:

Post-Treatment	
<input checked="" type="checkbox"/> Do a Post-Treatment:	e-mail
From	e-mail
To	Export Google Doc
Subject	RSS Feed
Text	
Attachment	
<div> <div>Finish</div> <div>Cancel</div> </div>	

13. Click **Finish**

4.4.2. Do a Post Treatment

Do a Post Treatment allows you to decide which kind of actions must be done at the run time report.

4.4.2.1. E-mail



Post-Treatment	
<input checked="" type="checkbox"/> Do a Post-Treatment:	e-mail
From	sender@company.com
To	recipient@company.com
Subject	Last Month Result for the Sales
Text	Here is the PDF corresponding to the last month sales
Attachment	=Destination()

It is possible to send a file (for example a report) by e-mail to one or more recipients, only working with single generated file, such as **PDF, Excel, ASCII**, and so on. To do so, follow the steps below.

When the generated files are multiple such as **Cube HTML Export**, the e-mail action only sends the file with the *.cub extension. This file can be used to refresh a cube using the other static files (*.hta, *.gif, *.xml etc.).

When the generated files are multiple such as **Query or Report HTML export**, the e-mail action does not work because only one file is sent.

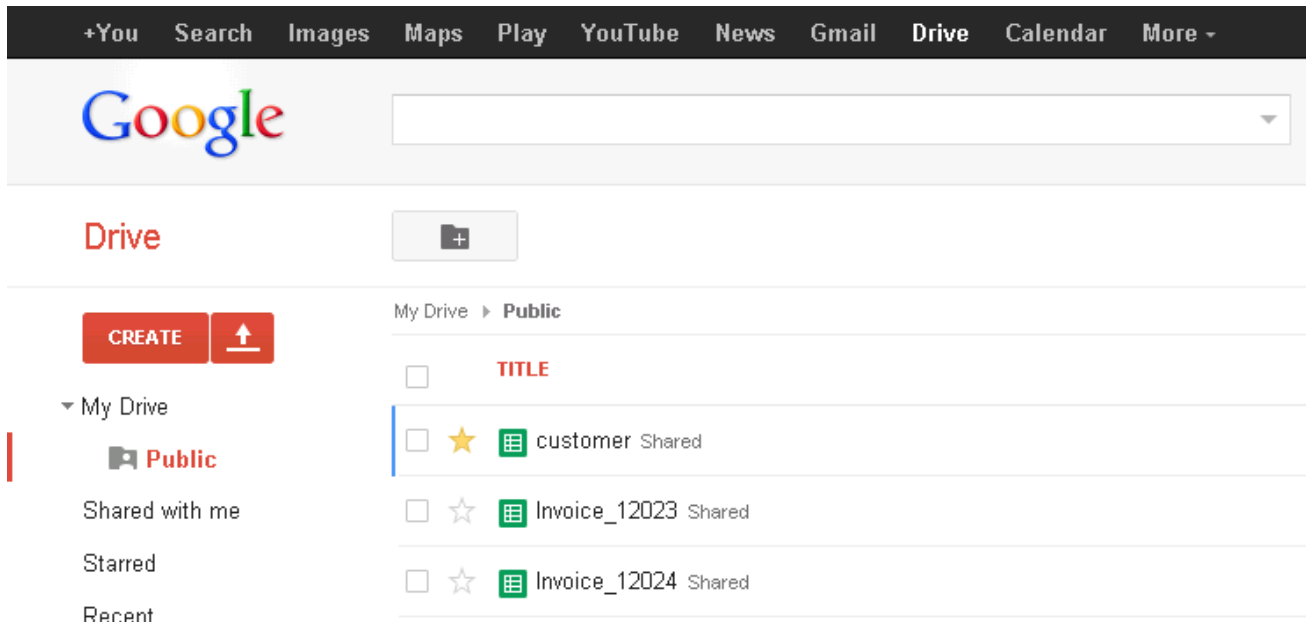
1. Select the **e-mail** as Post-Treatment.
2. Enter the sender e-mail address in the **From** field.
3. Enter the Recipient(s) address in the **To** field (to enter several recipient addresses, separate each address by a semi-colon).
4. Enter the message title in the **Subject** entry field.
5. Enter the message body in the **Text** entry field.
6. Note that the Attachment field can use the **=Destination()** function to return the file name with the full path. Another function, called **=FileName()** can sometimes be used to only return the file name without the path.
7. Note the generated file will automatically be attached to the e-mail using the predefined **=Destination()** function that you can see in the Attachment edit box:
8. Click **Finish**

4.4.2.2. Export Google Doc

Post-Treatment	
<input checked="" type="checkbox"/> Do a Post-Treatment:	Export Google Doc
Google User	democnd@gmail.com
Google Password	*****
Collection	/Public/filename

You need a Goggle account, enter you e-mail address and password, and then specify the Google Drive (shared with other people) and File Name you wish to use. Note that this Post-Treatment has been done specially for the Excel output format. (single file) when exporting.to Google Doc. Click **Finish** when done.

Example of Google Drive and File Names:



In the above example **/Public** in the Collection box represents My Drive / Public (Shared)

And **/Filename** are the above examples “customer” (shared), Invoice_12023 (shared) and Invoice_12024 (shared).

4.4.2.3. Sending RSS Feed Alerts

Post-Treatment	
<input checked="" type="checkbox"/> Do a Post-Treatment:	RSS Feed
Title	Monthly Sales
Description	Sales Statistics for last month
Link	=Hyperlink()
Category	Information
User	
Group	

The document generated by the Scheduled Task can add a record in the RSS Feed Table located into the **CnDBAI** database installed in your SQL Server by Click&DECiDE.

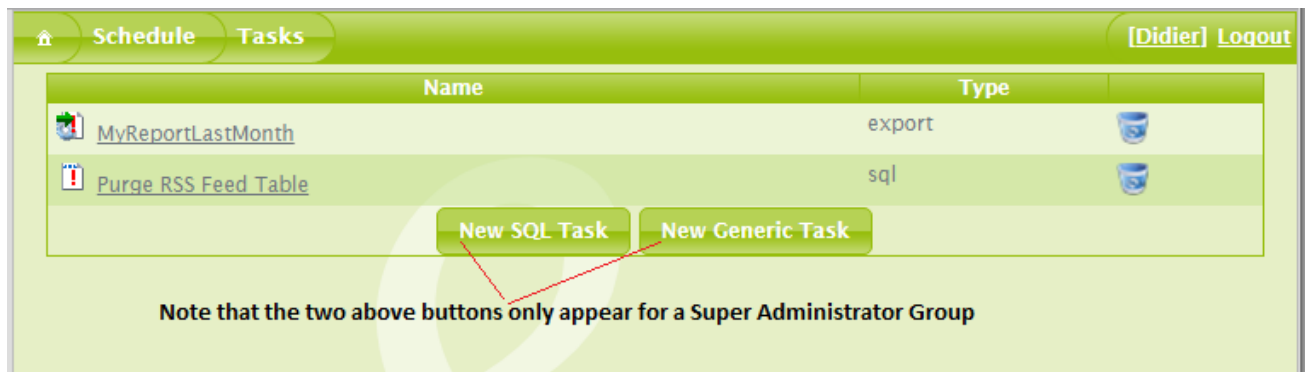
1. Select the **RSS Feed** Post Treatment.
2. Enter the **Title** you want to be displayed in the RSS Title area.
3. Enter the **Description** you want to be displayed in the RSS Description area.
4. Enter the **Link = Hyperlink()**. This function will automatically generate the URL corresponding to the report file created so that the end user can open this report when clicking the RSS Title.
5. Enter the **Category** so that you can classify your information in several categories, such as Brochures, Videos, Documentation, Price List and so on. This is optional.

Note: Standard RSS Feed readers do not use **User** and **Group**.

6. Click **Finish** when done.



Any new Task will appear in the Web Portal as follow, in the [Schedule](#) Task Frame.




4.4.3. Modifying or Deleting a Task

To view or modify or delete an existing task, please perform the steps below.

1. Click the **Schedule** command in the Web Portal.



2. Click **Tasks**
3. Your tasks and default Click&DECiDE tasks will appear in the frame. (See previous above picture).
4. To edit a Task, just click on the Task Name. The Task will be open.
5. To delete a Task, just click on the right  icon and confirm. Note that a Task cannot be deleted if still used by a Scheduled Task.

For more information, please see the [Schedule](#) section to learn how to schedule one or more tasks.



4.5. Running a Dynamic Cube (IE 32-bit or IE version 11)

To run a dynamic cube, please follow the steps below. In this section we will explain some specific commands that can be used once a cube is displayed. This example will use the following cube: **Cube 1 Sales by year and salesman**. The cubes can be created only with a 32-bit version of Click&DECiDE, but can be displayed through the Click&DECiDE Web Portal 64-bit.

Note: Mozilla Firefox and Google Chrome Browsers do not support the Cube feature.

1. Click the **Dynamic Cube** branch.
2. Select the cube you want, in this example **Cube 1 Sales by year and salesman**.
3. Ignore all the parameters to get three years.
4. Click **Run** to run the Cube.
5. Note you may be prompted to install the Microsoft Web Component 2003 if it is the first time you are running Cube from this PC.
6. Note you may be prompted to install an ActiveX Web Component if it is the first time you are running Cube from this PC.
7. Click the plus sign to expand Date levels.
8. Click the **Area** filter field to display only certain areas, please refer to the Cube User Guide for more information.

...

BAI Demonstration

Dynamic Cubes

Cube 1 Sales by Year and by Salesman

Result

Cube 1 Sales by Year and by Salesman

Cube

Chart

<

9. Click the **Chart Tab** to display the Graph.





Click the down-arrow in the top left corner of the screen to display the specific Cube commands that are available in the Web Portal. The following context menu appears.



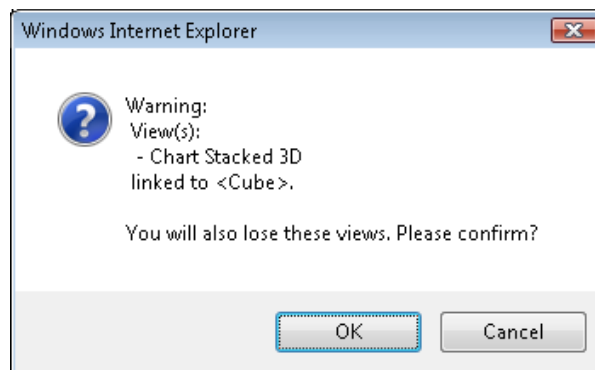
New Grid View...: creates a new **Cube** tab to get another presentation of the available dimensions and measures.

New Chart View...: creates a new **Chart** tab to get another graph presentation. A Chart can be linked to a Cube View or can be standalone.

Rename View: allow you to rename a Cube View or Chart View. First select the View to be renamed, then use this command.

Remove View: allow you to remove a Cube View or Chart View. First select the View to be removed, then use this command.

Warning: if you are removing a Cube View linked to a Chart View, a message will appear explaining that the Chart View is linked to the Cube View and that you will also lose these views.

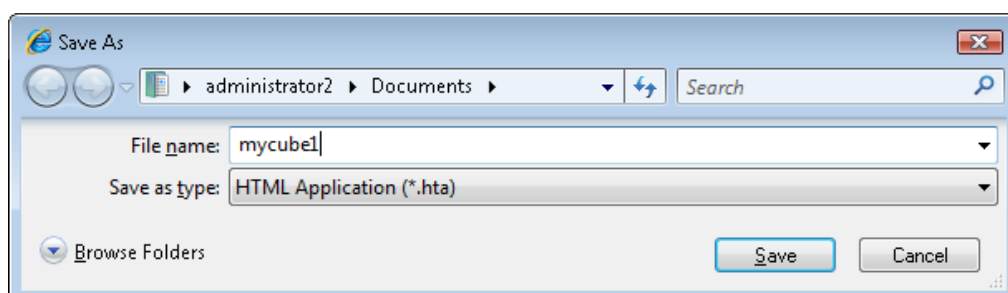


Click **OK** only if you accept losing both views. The above example concerns the “**Cube 6 Sales by Year and by Salesman with 2 graphs**”.

- Click **Save Data and Presentation As** to save your cube's presentation and data.

Note: if you customized your Cube must save it locally, otherwise the next time you connect to this Cube in the Web Portal, you will get the Cube presentation defined on the Server machine.

- Enter the **File name**.





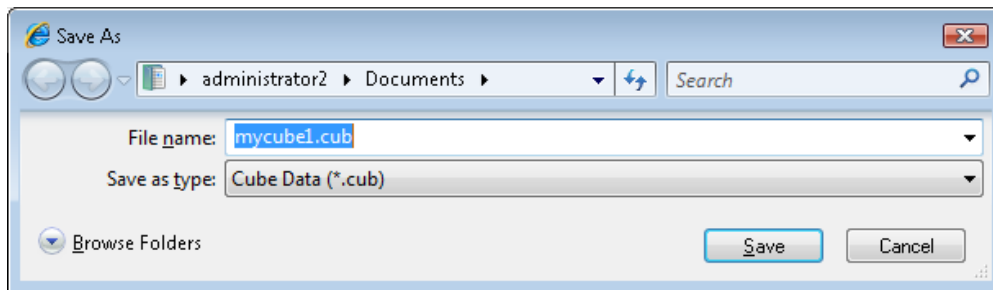
12. Click **Save**.

Note: you can now access this cube offline, without needing to connect to the Web Portal. To do so, go to the destination directory and double-click the *.hta file (in this example, the file mycube1.hta).

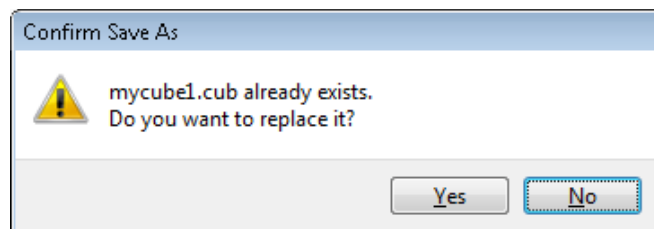
4.5.1. Updating a Dynamic Cube

To update a cube later with new data, please follow the steps below.

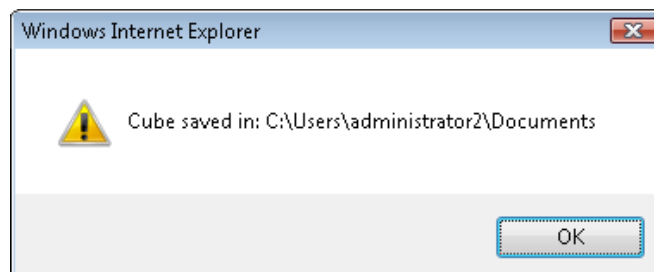
1. Connect to the same cube via the Web Portal, for example, every day.
2. Run the same cube to get new data.
3. Select **Save Data As** and you will be able to save the new data in the same destination directory.



4. Click **Save**.



5. Click **Yes**



6. Click **OK**.
7. Disconnect from the Web Portal.
8. Double-click the mycube1.hta file to open your customized cube with the refreshed data.




4.5.2. Exporting a Cube to Excel 2007 (XLSX)

Since version 10.1 a cube can be exported to Excel 2007 (or greater) if the new output format **Excel 2007 Pivot Table** appears. Select for example the “Cube 1 Sales by Year and Salesman” in the Dynamic Cubes branch:

1. Select the **Excel 2007 Pivot Table** output format
2. Click **Run** to send the Cube Data to Excel 2007 (or 2010 or greater).

Note: this action cannot concern the Chart Tab.

If this output format is not visible, refer to the Click&DECiDE Administration Manager Guide.pdf to see how to add this output format for a cube, on paragraph 6.6.4.

Warning: the  icon that you can see in the cube result has not the same function as the Excel 2007 Pivot Table output format.

This icon only can work to send a cube to Excel when using a Cube Analysis, not when using a file having “cub” extension.

AREA	2011	2012	2013	Grand Total
Bill Raley	\$539 347,00	\$980 617,40	\$586 901,80	\$2 106 866,20
Diane Meyer	\$809 028,71	\$1 117 395,96	\$866 456,48	\$2 792 881,15
Doug Castro	\$1 946 734,41	\$3 702 036,66	\$2 057 604,94	\$7 706 376,01
Georges Dunel	\$986 082,85	\$974 480,00	\$1 058 487,55	\$3 019 050,40
James Smith	\$809 453,25	\$260 713,50	\$877 679,15	\$1 947 845,90
Jean Martin		\$325 283,80		\$325 283,80
Jim Baxter	\$317 132,10	\$317 937,79	\$336 686,40	\$971 756,29
Joe Kramer	\$1 082 461,50	\$2 468 565,04	\$1 145 743,10	\$4 696 769,64
John Brown	\$60 028,75	\$666 119,23	\$70 754,50	\$796 902,48
Karen Walker	\$349 603,38	\$65 860,00	\$376 172,84	\$791 636,21
Kim Johnson	\$114 746,00	\$455 860,15	\$132 729,50	\$703 335,65
Ric Smith	\$2 512 615,81	\$3 460 295,59	\$2 670 371,44	\$8 643 282,84
Robert Salta	\$302 905,50	\$1 601 381,54	\$330 074,50	\$2 234 361,54
Sandra Davis	\$421 544,69	\$1 582 517,28	\$454 850,26	\$2 458 912,23
Tim Rosenberg	\$73 173,00	\$240 590,29	\$78 634,00	\$392 397,29
Wanda Sanders	\$463 290,50	\$557 420,15	\$501 604,30	\$1 522 314,95
Grand Total	\$10 788 147,45	\$18 777 074,36	\$11 544 750,75	\$41 109 972,56



4.6. Running a Web Query

A Web Query is a query sent to a specific Click&DECiDE output format, named a WebQuery, generate a special URL that can be used later in any Excel file (Excel 2003, Excel 2007 and greater) to retrieve the data from the query from the Web (i.e. the Internet) without any Click&DECiDE software or components installed.

Warning: this feature only works if the Click&DECiDE Web Server has been setup using **Windows Authentication**.

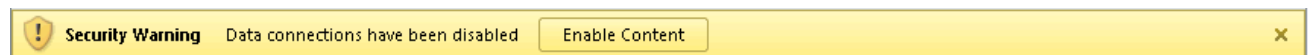
4.6.1. Running a Predefined Example with Excel

To run a predefined example of a Web Query with Excel, please follow the steps below.

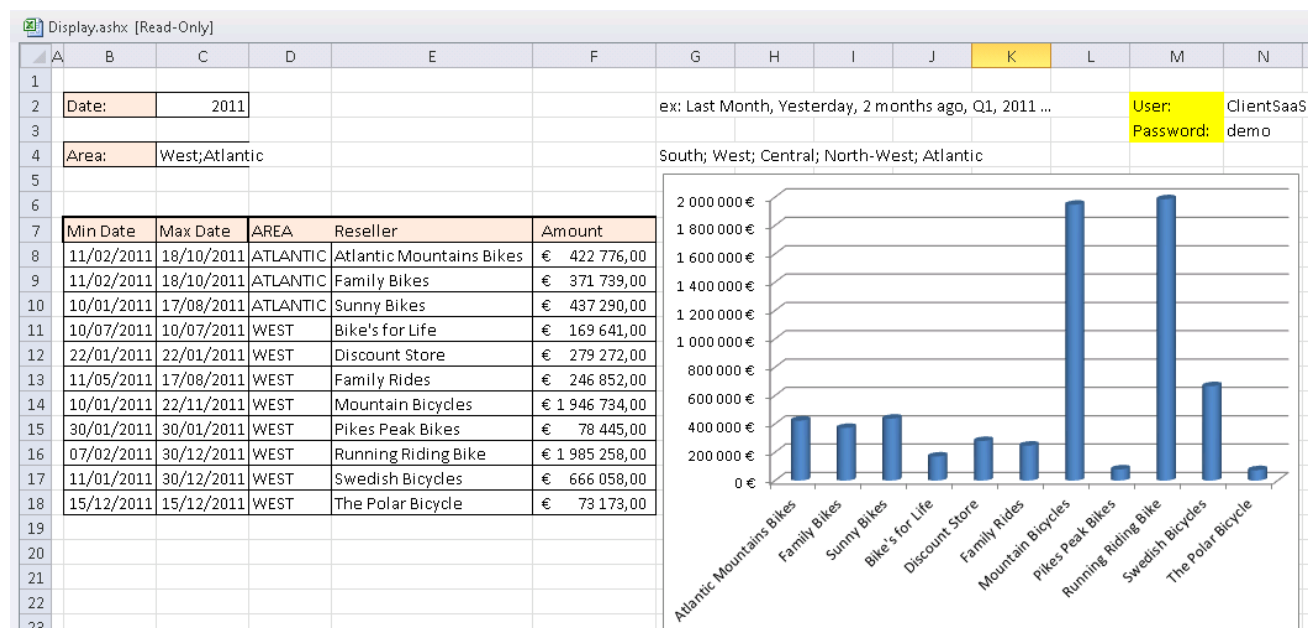
1. Click the **Excel Integration > WebQuery** branch in the left **BAI Demonstration** Menu.



2. Click one of the predefined example files, that is either **Web Query Excel XLS** or **Web Query Excel XLSX** in the right pane.
3. Open the file in Excel.
4. Note that depending on your Windows version, you may need to click the **Options** button and click **Enable this content**.



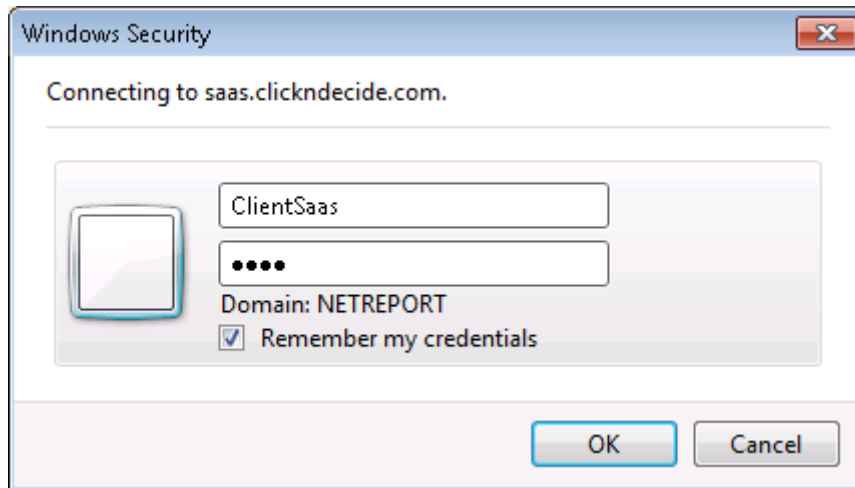
5. Click **OK** and this example should appear as follows.



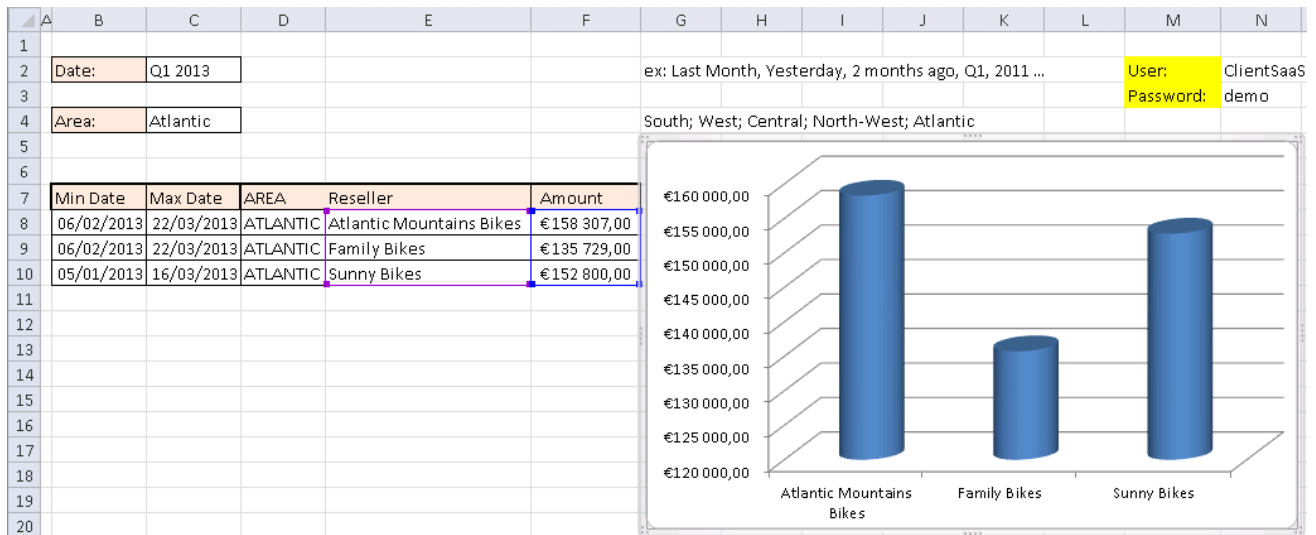
6. Modify the date using a year, or a keyword.



7. Modify the Area box using the proposed values (Atlantic, Central, North-West, South, West).
8. Validate to update the Excel sheet using data from the Click&DECiDE Web site.
9. Enter your **User Name** (ClientSaas by default).
10. Enter the **Password**: demo.



11. Click **OK**.
12. Modify the year value, for example for **Q1 2013** (or the current or last year)
13. Modify the Area value for example for **Atlantic**.
14. Validate, and the Excel sheet will be updated as follows.



Important note: if the date or numeric formats are not correct in your Excel file, you can edit the Query Link and replace for example the end of the URL `&_lg=fr-FR&_f=WebQuery` with `&_lg=en-GB&_f=WebQuery` to get an English format.

Note that when you will build your own WebQuery, be sure to use the correct format in the [Configure](#) > View > command: the chosen format will build the correct syntax in the URL.

Theme:	Click and DECiDE
Language:	
Date, Time, Numbers:	English – United States (M/d/yyyy h:mm tt ###,###.##)



4.6.2. Defining your Web Query Example

4.6.2.1. Generating the Web Query URL

To generate the Web Query URL, please follow the steps below.

1. Click the **Excel Integration > WebQuery** branch in the left **BAI Demonstration** Menu.
2. Select the **Web Query Demo** query.

The screenshot shows the 'Web Query Demo' interface. At the top, there is a breadcrumb trail: 'BAI Demonstration' > 'Excel Integration' > 'Web Query' > 'Web Query Demo'. Below this, there are two criteria sections. The first is 'Date? (Use key words or a calendar date)' with a dropdown menu set to 'IGNORE' and a calendar icon. The second is 'Area:' with a dropdown menu set to 'IGNORE'. Below these, there is an 'Output Format' section with radio buttons for 'PDF' (selected) and 'HTML'. At the bottom, there is a 'Share' button.

3. Select the **Date** criteria but do not select any values for this parameter.
4. Select the **Area** criteria but do not select any values for this parameter.

The screenshot shows the 'Web Query Demo' interface after selecting the 'Date?' and 'Area' criteria. The checkboxes for 'Date?' and 'Area:' are now checked. The dropdown menus are still set to 'IGNORE'. The 'Output Format' section remains the same. The 'Share' button is still visible at the bottom.

5. Click the **Share** button.

The screenshot shows the 'Share' dialog box. It has a dropdown menu labeled 'Excel Web Query'. Below it, there is a text box containing the generated URL: `http://localhost/dvweb/Menus/Query.ashx?__ma=BAI+Demonstration&__mi=2364&P_DATE=["P_DATE","P_DATE"]&P_AREA=["P_AREA","P_AREA"]&__lg=en-US&__f=WebQuery`.

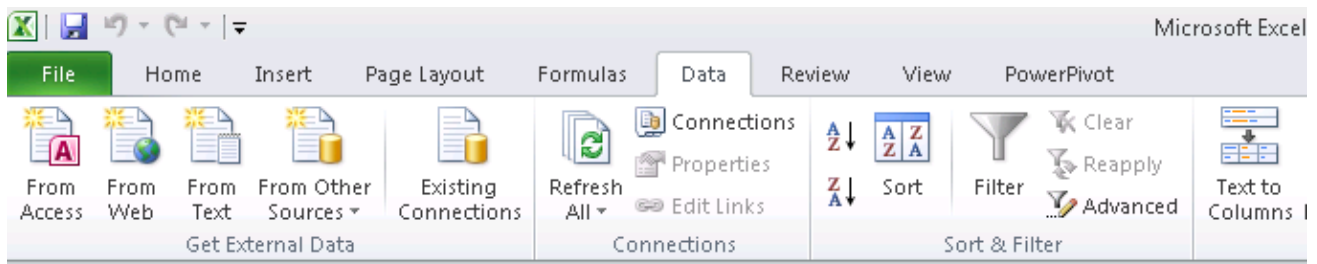
6. Copy the URL from the box at the right of **Excel WebQuery**
7. Note, the link will look something like the following example:
[http://localhost/dvweb/Menus/Query.ashx?__ma=BAI+Demonstration&__mi=2364&P_DATE=\["P_DATE","P_DATE"\]&P_AREA=\["P_AREA","P_AREA"\]&__lg=en-US&__f=WebQuery](http://localhost/dvweb/Menus/Query.ashx?__ma=BAI+Demonstration&__mi=2364&P_DATE=[)
 or
[http://servername/dvweb/Menus/Query.ashx?__ma=BAI+Demonstration&__mi=2364&P_DATE=\["P_DATE","P_DATE"\]&P_AREA=\["P_AREA","P_AREA"\]&__lg=en-US&__f=WebQuery](http://servername/dvweb/Menus/Query.ashx?__ma=BAI+Demonstration&__mi=2364&P_DATE=[)
8. Note that criteria are transmitted as Parameters and not as Values.

4.6.2.2. Building an Customized Excel Page

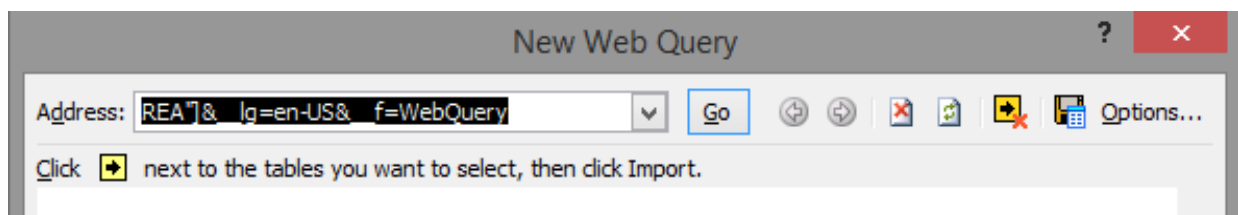
To build an Excel page, please follow the steps below.



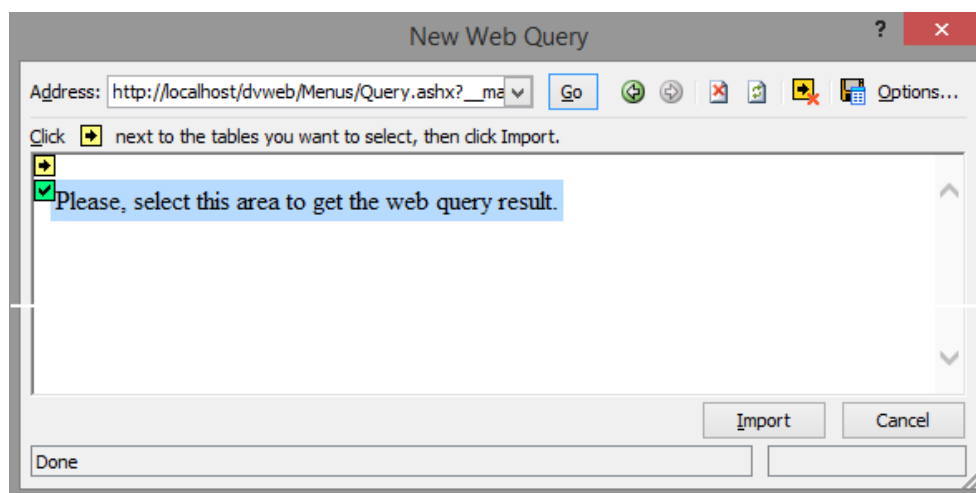
1. Open Excel.
2. Create a new document.
3. Enter the word **"Period"** in cell **A2**
4. Enter the word **"Area"** in cell **A3**
5. Set the mouse cursor in cell **B5** for example.
6. Select the **Data** tab.
7. Click the **From Web** button.
- 8.



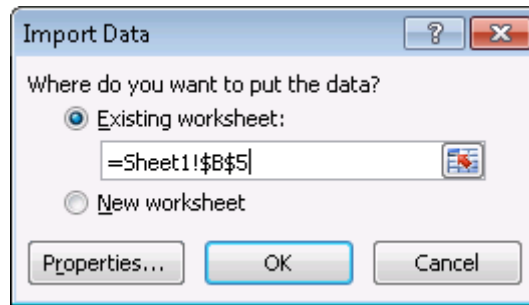
9. Paste your WebQuery URL into the Address field in the **New Web Query** dialog box.



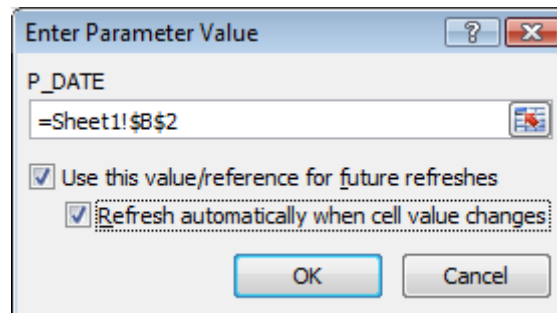
10. Click **Go** and wait until this text appears, and select the left yellow arrow that becomes green:



11. Click **Import** and select the Cell B5.

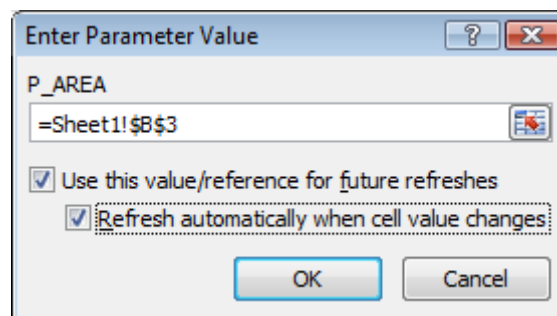


12. Click **OK** to confirm the starting cell.



13. Select the cell B2 for the Date parameter and activate the options “Use this value/reference for future refreshes” and “Refresh automatically when cell value changes”.

14. Click **OK**.



15. Select the cell B3 for the Area parameter and activate the options “Use this value/reference for future refreshes” and “Refresh automatically when cell value changes”.

16. Click **OK**. The data will feed the sheet starting in cell B5, first row including the column headers:

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q
1																	
2	Date																
3	Area																
4																	
5		Query.aspx?__ma=BAI+Demonstration&__mi=2364&P_DATE=["P_DATE","P_DATE"]&P_AREA=["P_AREA","P_AREA"]&__lg=fr-FR&__f=WebQuery: Getting Data ...															
6																	

17. The link appears and then replaced with the result from cell B5 as follow:



	A	B	C	D	E	F	G	H
1								
2	Date							
3	Area							
4								
5		Date	Area	Name	State	State Name	Reseller	Amount
6		08/01/2011	NORTH-WEST	Bill Raley	WA	Washington	Norway Cycles	76630
7		09/01/2011	NORTH-WEST	Bill Raley	WA	Washington	Norway Cycles	87191
8		10/01/2011	ATLANTIC	Diane Meyer	NY	New York	Sunny Bikes	67885
9		10/01/2011	WEST	Doug Castro	CA	California	Mountain Bicycles	57550
10		11/01/2011	WEST	Georges Dunel	NV	Nevada	Swedish Bicycles	136180

18. Note the result appears in the Excel sheet, starting at cell B5.

19. Now enter a date keyword or a year (current year or last year) in cell B2 and press Enter. The result will be refreshed for the concerned value:

	A	B	C	D	E	F	G	H
1								
2	Date	2012						
3	Area							
4								
5		Date	Area	Name	State	State Name	Reseller	Amount
6		08/01/2012	NORTH-WEST	Sandra Davis	ID	Idaho	On 2 Wheels	67523
7		09/01/2012	NORTH-WEST	Sandra Davis	ID	Idaho	On 2 Wheels	77116
8		10/01/2012	CENTRAL	John Brown	ND	North Dakota	Bikes for Tykes	223333
9		10/01/2012	CENTRAL	Wanda Sanders	ND	North Dakota	Bikes for Tykes	208749
10		24/01/2012	WEST	Georges Dunel	NV	Nevada	Swedish Bicycles	245322
11		24/01/2012	NORTH-WEST	Joe Kramer	WA	Washington	The Polar Bicycle	320677

Note: as you can see in the above screen shot, data are updated from Cell B5 and previous data has been removed.

20. Now enter one or several Area names in cell B3 and press Enter. The result will be refreshed for the concerned value: (Atlantic;Central;North-West;South;West with semicolon as separator)

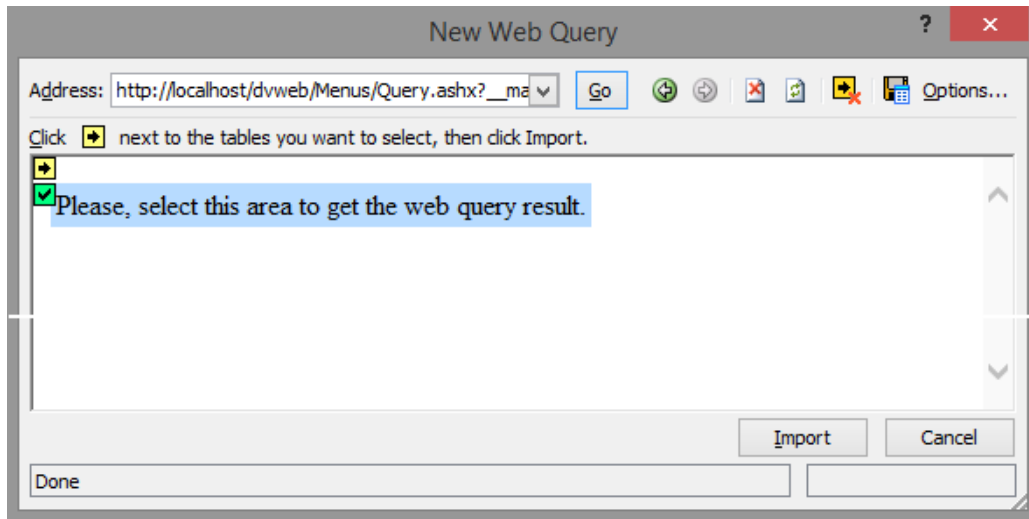
	A	B	C	D	E	F	G	H
1								
2	Date	2012						
3	Area	Atlantic;South						
4								
5		Date	Area	Name	State	State Name	Reseller	Amount
6		14/03/2012	SOUTH	Jim Baxter	FL	Florida	Central Hut	262983
7		14/03/2012	SOUTH	Kim Johnson	LA	Louisiana	New Haven Cycles	247934
8		15/03/2012	ATLANTIC	Diane Meyer	VT	Vermont	Family Bikes	226166
9		16/03/2012	ATLANTIC	Tim Rosenberg	MA	Massachusetts	Atlantic Mountains Bikes	240590
10		16/06/2012	ATLANTIC	Diane Meyer	NY	New York	Sunny Bikes	167186
11		18/06/2012	ATLANTIC	Diane Meyer	NY	New York	Sunny Bikes	158318
12		27/10/2012	ATLANTIC	Diane Meyer	VT	Vermont	Family Bikes	56263
13		27/10/2012	ATLANTIC	Karen Walker	MA	Massachusetts	Atlantic Mountains Bikes	65860
14		28/10/2012	SOUTH	Jean Martin	TX	Texas	Pro\Bikers	62168



Note: as you can see in the above screen shot, data are updated from Cell B5 and previous data has been removed.

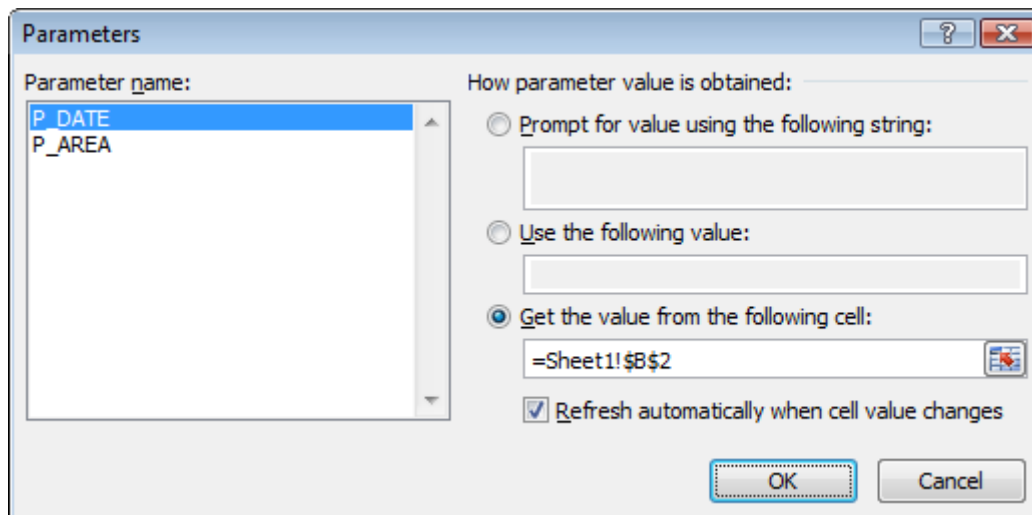
Date Keywords for the Period can be any keyword supported by Click&DECiDE such as a year, a month, Q1 to Q4 for the current year or Q1 to Q4 followed by a year, or Last Month, Last Week etc. (see all supported keyword at the end of this manual).

21. **Editing again the link:** make a right mouse click anywhere in the data area then select **Edit Query:**



You can here paste a new URL link or modify the one used.

22. **Modifying the parameters:** make a right mouse click anywhere in the data area then select **Parameters:**



You can here modify how parameter values are updated.

23. Other options are available in the command **Data Range Properties:**



External Data Range Properties

Name: WebQuery.ashx?__ma=BAI+Demonstration&__mi=2364

Query definition

☒ Save query definition
☐ Save password

Refresh control

☒ Enable background refresh
☐ Refresh every 60 minutes
☒ Refresh data when opening the file
☐ Remove external data from worksheet before closing

Data formatting and layout

☒ Include field names ☐ Preserve column sort/filter/layout
☐ Include row numbers ☒ Preserve cell formatting
☒ Adjust column width

If the number of rows in the data range changes upon refresh:

☒ Insert cells for new data, delete unused cells
☐ Insert entire rows for new data, clear unused cells
☐ Overwrite existing cells with new data, clear unused cells

☐ Fill down formulas in columns adjacent to data

OK Cancel

4.6.3. How to use an URL bigger than 255 characters with WebQuery and Excel

From the Click&DECiDE Web Portal you can copy the WebQuery URL corresponding to a Query and paste this URL inside Excel using the command Data > From Web as describe previously. But the URL cannot be used if the size is bigger than 255 characters.

A workaround is given in this Manual to be able to use WebQuery URL bigger than 255 characters. This manual will give an example using the Demo_Multicriteria query given in the BAI Demonstration Menu.

4.6.3.1. Select the Query to be used and copy the WebQuery URL

To generate the Web Query URL, please follow the steps below.

1. Click the BAI Demonstration menu in the Web Portal.
2. Select the Dynamic Queries branch.
3. Select the "Demo Multicriteria with parameters" query.



☐ Area? IGNORE
 ☐ Salesman Name: IGNORE
 ☐ Date? (Use key words or a calendar date) IGNORE


Output Format: ☒ PDF ☐ HTML ☐ Other: Excel XLS

To get a very long URL we are going to defined several values for the Area parameter and the Salesman Name parameter, such as this example: all areas are selected and all salesmen are selected. Only the Date parameter remains selected but empty:

☒ Area? ATLANTIC;CENTRAL;NORTH-WEST;SOUTH
 ☒ Salesman Name: Bill Raley;Diane Meyer;Doug Castro;Georg
 ☒ Date? (Use key words or a calendar date)

Output Format: ☒ PDF ☐ HTML ☐ Other: Excel XLS

► Share

4. Now click the  button.
5. Copy the Excel WebQuery Data source link.
6. Optional: you can paste this URL into an editor to check the length: this one is 580 characters!

http://localhost/dvweb/Menus/Query.ashx?__ma=BAI+Demonstration&__mi=2274&AREA_PARAM=ATLANTIC%3bCENTRAL%3bNORTH-WEST%3bSOUTH%3bWEST&SALNAME_PARAM=Bill+Raley%7cNORTH-WEST%3bDiane+Meyer%7cATLANTIC%3bDoug+Castro%7cWEST%3bGeorges+Dunel%7cWEST%3bJames+Smith%7cCENTRAL%3bJean+Martin%7cSOUTH%3bJim+Baxter%7cSOUTH%3bJoe+Kramer%7cNORTH-WEST%3bJohn+Brown%7cCENTRAL%3bKaren+Walker%7cATLANTIC%3bKim+Johnson%7cSOUTH%3bRic+Smith%7cWEST%3bRobert+Salta%7cNORTH-WEST%3bSandra+Davis%7cNORTH-WEST%3bTim+Rosenberg%7cATLANTIC%3bWanda+Sanders%7cCENTRAL&P_DATE=["P_DATE","P_DATE"]&__lg=en-US&__f=WebQuery

4.6.3.2. Transform this URL using TinyURL

7. Open a new window in your browser and copy this URL: <http://tinyurl.com/create.php>



8. Copy the WebQuery URL in the “Enter another long URL to make tiny” box and click the **Make TinyURL!** Button. You will get the result as follow:

TinyURL was created!

The following URL:

```
http://localhost/dvweb/Menus/Query.ashx?
__ma=BAI+Demonstration&__mi=2274&AREA_PARAM=ATL
ANTIC%3bCENTRAL%3bNORTH-
WEST%3bSOUTH%3bWEST&SALNAME_PARAM=Bill+Raley%7
cNORTH-
WEST%3bDiane+Meyer%7cATLANTIC%3bDoug+Castro%7c
WEST%3bGeorges+Dunel%7cWEST%3bJames+Smith%7cCE
NTRAL%3bJean+Martin%7cSOUTH%3bJim+Baxter%7cSOUT
H%3bJoe+Kramer%7cNORTH-
WEST%3bJohn+Brown%7cCENTRAL%3bKaren+Walker%7cA
TLANTIC%3bKim+Johnson%7cSOUTH%3bRic+Smith%7cWE
ST%3bRobert+Salta%7cNORTH-
WEST%3bSandra+Davis%7cNORTH-
WEST%3bTim+Rosenberg%7cATLANTIC%3bWanda+Sander
s%7cCENTRAL&P_DATE=["P_DATE","P_DATE"]&__lg=en-
US&__f=WebQuery
```

has a length of 580 characters and resulted in the following TinyURL which has a length of 26 characters:

<http://tinyurl.com/nlz59tw>
[\[Open in new window\]](#) [\[Copy to clipboard\]](#)

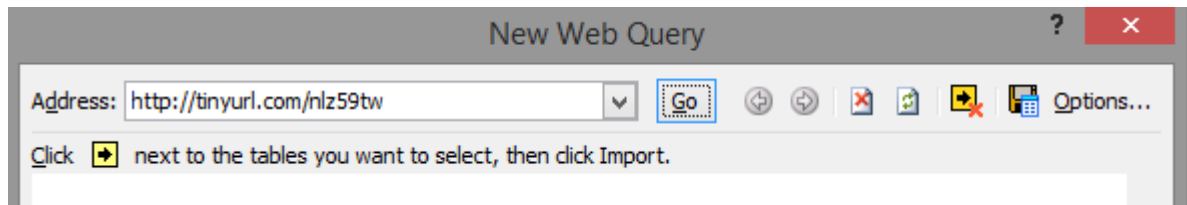


Copy the new URL into your clipboard, using the [[Copy to clipboard](#)] link. Note that the short URL has been copied to your clipboard automatically. If you lost it, or if you did not click Allow access to the previous message, you can manually copy again the above dynamic URL such as this example: <http://tinyurl.com/nlz59tw>

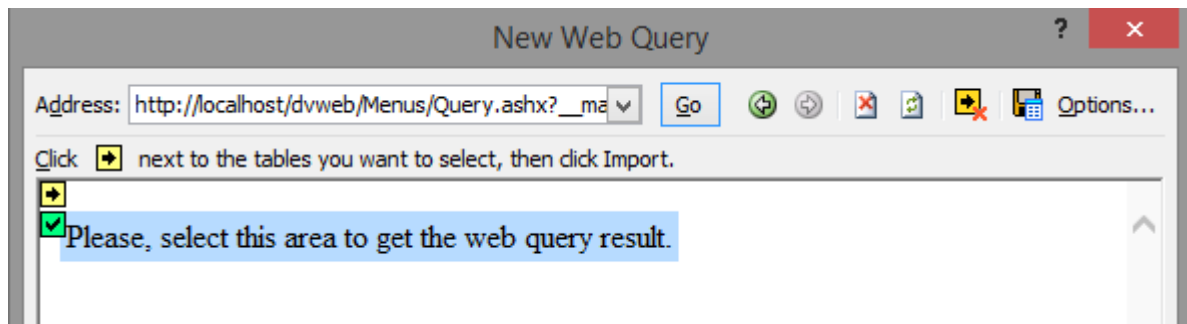
4.6.3.3. Use the TinyURL in Excel to import the WebQuery:

To build an Excel page, please follow the steps below.

9. Open Excel.
10. Create a new document.
11. Go to the cell B5 for example.
12. Select the Data tab.
13. Click the From Web button.
14. Paste your TinyURL into the Address field in the New Web Query dialog box.

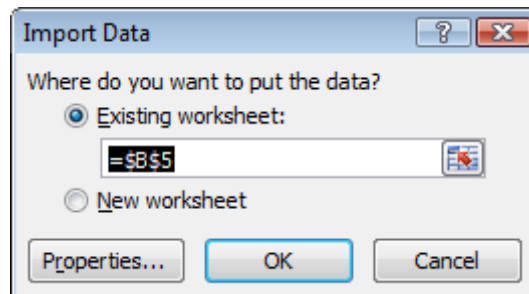


15. Click **Go** until you get this screen



As you can see the TinyURL has been changed to the full big URL

16. Click **Import**
17. Select the target top left corner for the data result, example cell B5:



18. Click OK to confirm the starting cell.
19. As the Date is an empty not defined parameter, you will get this dialog:



20. Click the cell B2 to define the location for the Date parameter value.

21. Validate and check on the 2 options:

22. Click OK.

23. The result will appear from cell B5 on the rows below and right columns

	A	B	C	D	E	F	G
1							
2	Period						
3							
4							
5		Area	Code	Salesman name	MAIL	Date	Amount
6		ATLANTIC	4	Diane Meyer	diane.meyer@yopmail.com	10/01/2011 00:00	67885
7		ATLANTIC	4	Diane Meyer	diane.meyer@yopmail.com	11/02/2011 00:00	69535,6125
8		ATLANTIC	4	Diane Meyer	diane.meyer@yopmail.com	21/03/2011 00:00	72880

24. Any date value, or date keyword, entered in cell B2 will refresh the data

	A	B	C	D	E	F	G
1							
2	Period	Last month					
3							
4							
5		Area	Code	Salesman name	MAIL	Date	Amount
6		CENTRAL	5	James Smith	james.smith@yopmail.com	03/07/2013 00:00	76082
7		CENTRAL	5	James Smith	james.smith@yopmail.com	03/07/2013 00:00	86539
8		CENTRAL	9	John Brown	john.brown@yopmail.com	02/07/2013 00:00	70754,5
9		SOUTH	6	Jim Baxter	jim.baxter@yopmail.com	25/07/2013 00:00	178368,2
10		WEST	14	Doug Castro	doug.castro@yopmail.com	09/07/2013 00:00	144235,5
11		WEST	14	Doug Castro	doug.castro@yopmail.com	09/07/2013 00:00	156892,5
12		WEST	7	Georges Dunel	georges.dunel@yopmail.com	22/07/2013 00:00	191554,6
13		WEST	7	Georges Dunel	georges.dunel@yopmail.com	27/07/2013 00:00	63276,5
14		WEST	15	Ric Smith	ric.smith@yopmail.com	05/07/2013 00:00	86378,2
15		WEST	15	Ric Smith	ric.smith@yopmail.com	05/07/2013 00:00	96939,6
16							

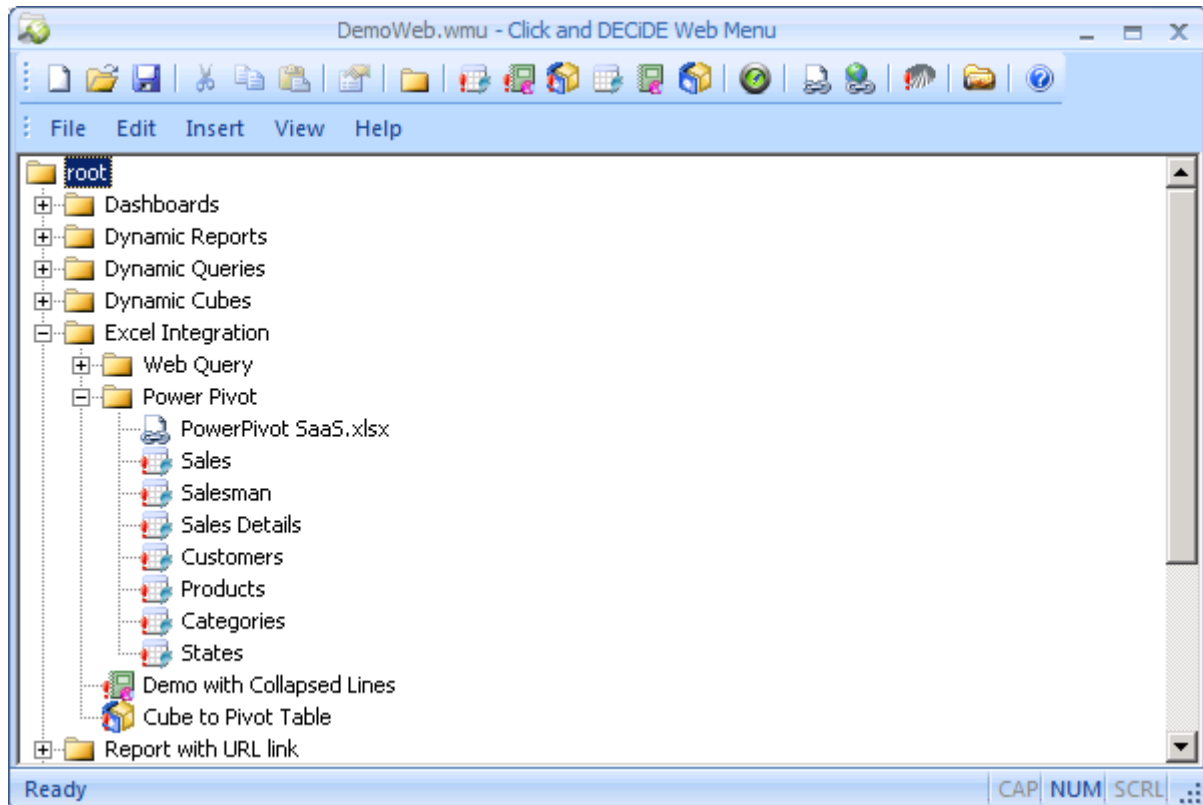


4.7. Running a PowerPivot with Excel 2010

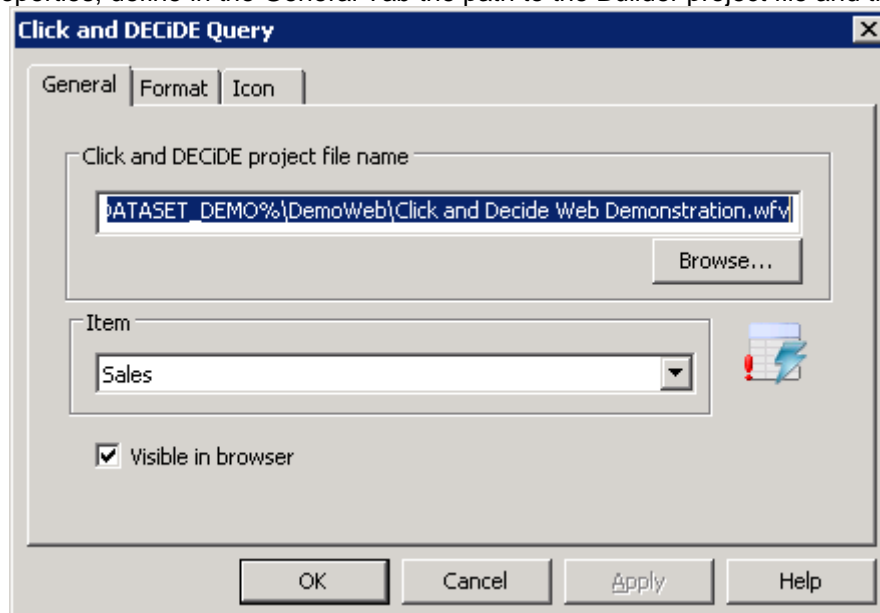
Requirements: Excel 2010 must be installed as well as the Power Pivot module. This module can be installed above your Excel 2010 version or greater.

4.7.1. Step 1: defining the tables you need in Menu Builder

Open Click&DECiDE Menu Builder and add in a Branch all the required tables based on a query, as you can see in the DemoWeb.wmu file: to do so, add a dynamic query pointing to the Click&DECiDE Builder project file containing these queries.

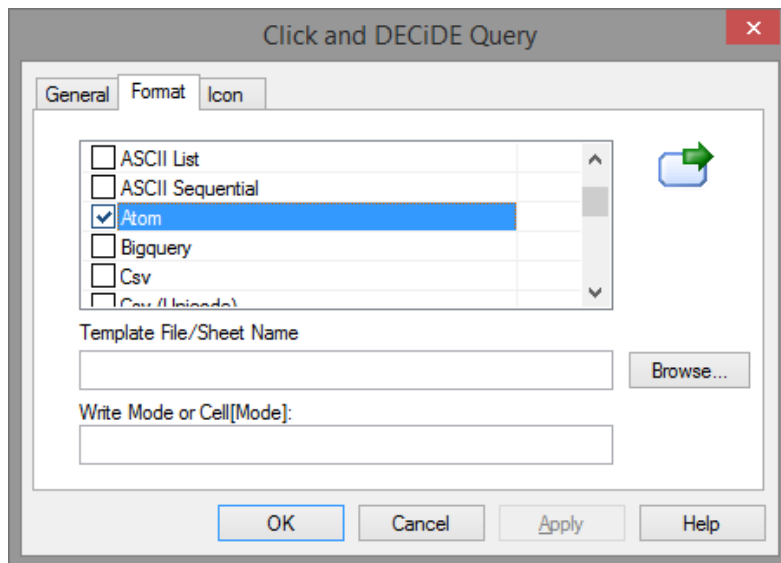


In each query Properties, define in the General Tab the path to the Builder project file and the query to be run:





Then, on the **Format** Tab, add the **ATOM** output format:



Click **OK** and save the menu.

4.7.2. Step 2: Copying the ATOM URL link to be used in Excel 2010

Open the Web Portal against the Server having the Click&DECiDE Web Server installed, and, if needed, enter your login: (depending on your Authentication Mode). Once connected to the Web Portal, select the branch containing all your required queries having the ATOM output format:



Select the first query, corresponding to the “Sales” Table in the above example:



The screenshot shows the top navigation bar with tabs: BAI Demonstration, Excel Integration, Power Pivot, Sales, [Didier], and Logout. Below the navigation bar, there are two checkboxes: "Choose a Keyword in the List (Ignore the parameter below)" and "Or enter a date or a part of a Date (If the parameter above was ignored)". Both have an "IGNORE" button next to them. Below these is the "Output Format" section with radio buttons for PDF, HTML, and Other, and a dropdown menu set to "ATOM". At the bottom of this section is a green "Share" button.

Click the  button to get the PowerPivot URL:

Note: if the ATOM format has been added in the Menu for this query, you automatically get the required URL using the Share button.

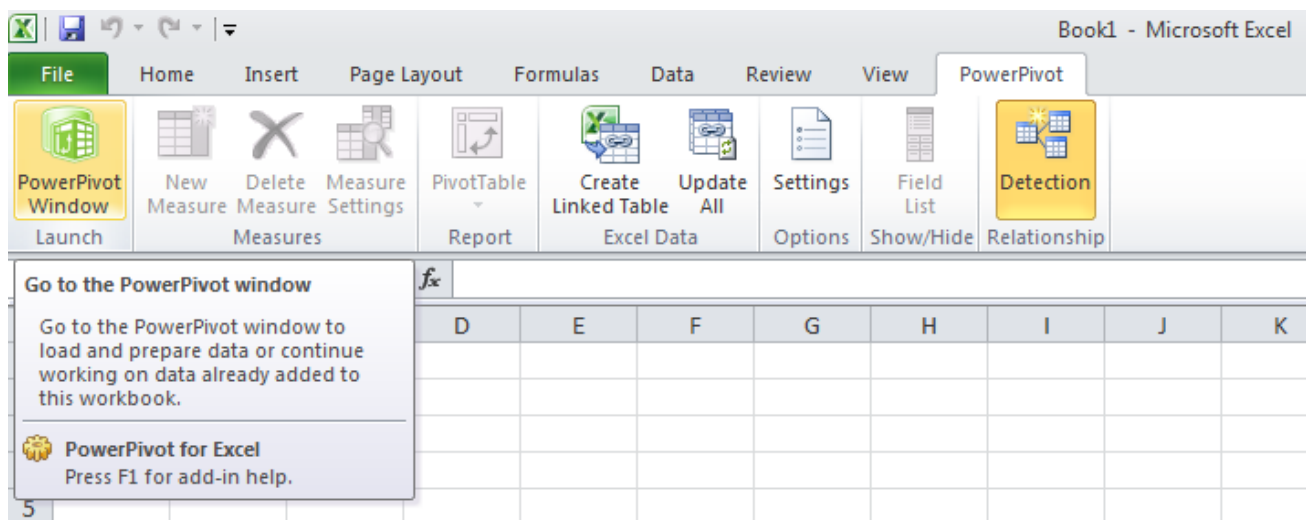
The screenshot shows a "Share" dialog box. It has a dropdown menu set to "Excel® PowerPivot". Below the dropdown is a text box containing the URL: `http://localhost/dvweb/Menus/Query.ashx?__ma=BAI+Demonstration&__mi=2492&__f=Atom`.

Copy the URL from this box.

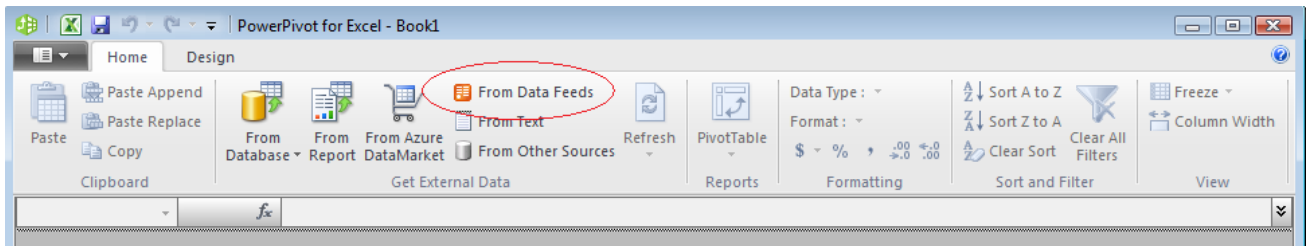
`http://servername/dvweb/Menus/Query.ashx?__ma=BAI+Demonstration&__mi=2492&__f=Atom`

4.7.3. Step 3: Adding the table content into the Excel Power Pivot Windows

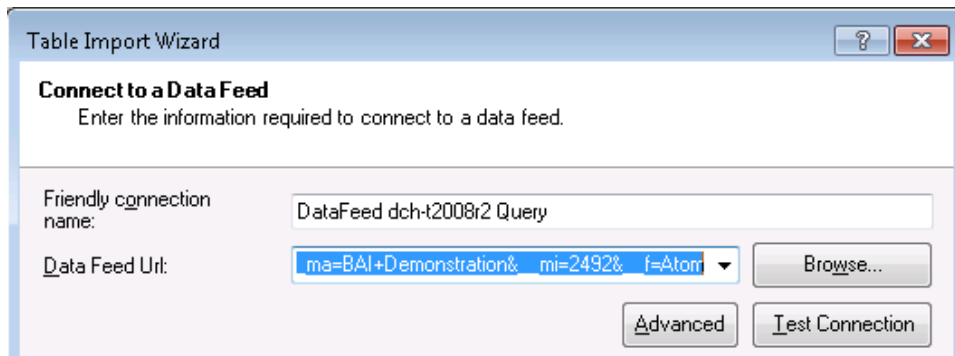
On the client workstation, start Excel 2010 and open a new sheet.



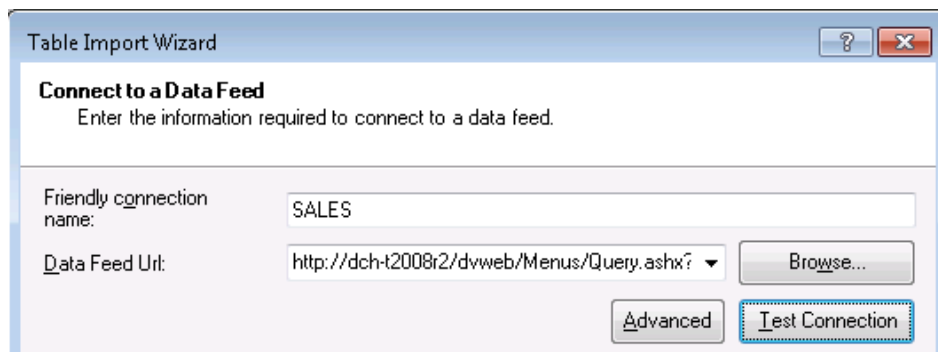
Select the **PowerPivot** Tab and click the **PowerPivot Window** icon:



Click the **From Data Feeds** icon, then paste the URL in the **Data Feed Url** box



And change the Friendly connection name to an easier name: (table name for example):



The **Test Connection** could work immediately if you are under Windows Authentication and recognized by the Server. In other case, you could need to specify the login to be used. To do so, click the **Advanced** button:



Advanced

Set Advanced Properties
Select a provider, and set the connection string properties.

Providers: Microsoft Data Feed Provider for PowerPivot

Initialization

Include Atom Elements	Auto
Include Data Services Content	True
Schema Sample Size	25
Time Out	600

Security

DNS	
Integrated Security	SSPI
Password	
Persist Security Info	False
User ID	

Source

Base Url	http://dch-t2008r2/dvweb/Menus/Qu
Inline Service Document	

Base Url
A base URL to be used for URL commands.

Connection String:
Base Url=http://dch-t2008r2/dvweb/Menus/Query.ashx?__ma=BAI
+Demonstration&__mi=2492&__f=Atom;Include Atom Elements=Auto;Include Data

Test Connection OK Cancel

In the above dialog box:

- change **SSPI** with **Basic**
- Enter a valid **UserID** for the Server name visible in the URL
- Enter a valid **Password** for this UserID
- Change the **Persist Security Info** to **True**

Initialization

Include Atom Elements	Auto
Include Data Services Content	True
Schema Sample Size	25
Time Out	600

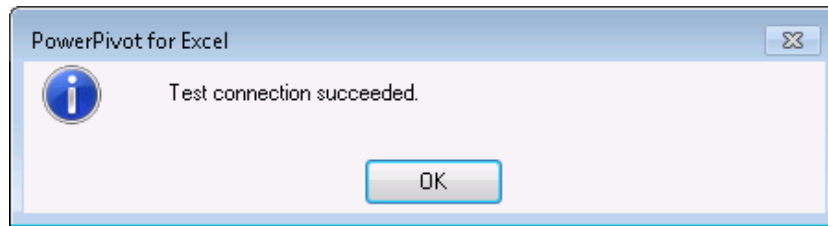
Security

DNS	
Integrated Security	Basic
Password	••••••••
Persist Security Info	True
User ID	DCH-T2008R2\IDIER

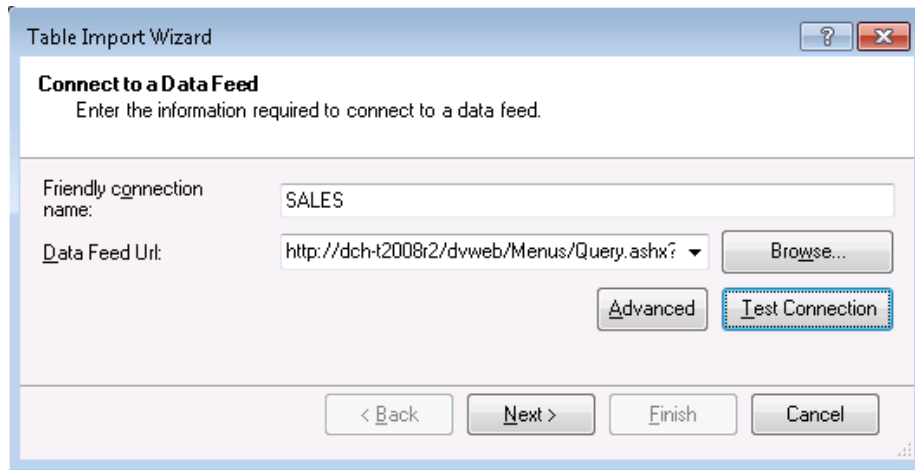
Source

Base Url	http://dch-t2008r2/dvweb/Menus/Qu
Inline Service Document	

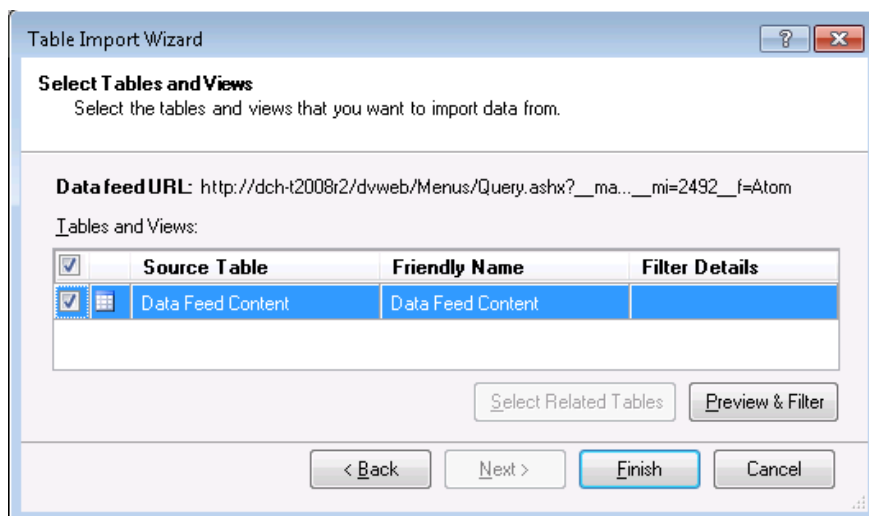
Click **Test Connection** then click **OK**.



Click **OK** twice to come back to the previous windows:



and click **Next**



In the above screen, you also can give a friendly name for the **Data Feed Content**: we will use the Table Name: (it will be used as the Tab Name in the PowerPivot for Excel book:

Press F2 to modify the Friendly Name and enter the Table Name for example:

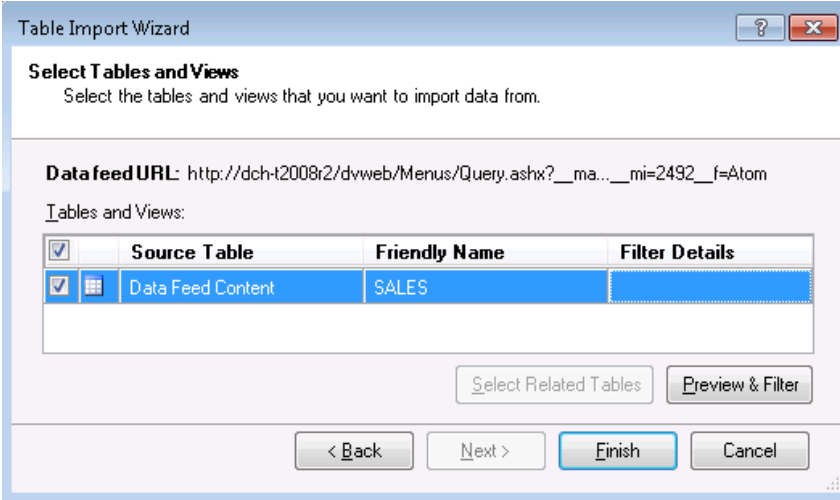


Table Import Wizard

Select Tables and Views
Select the tables and views that you want to import data from.

Data feed URL: http://dch-t2008r2/dvweb/Menus/Query.ashx?__ma...__mi=2492__f=Atom

Tables and Views:

<input checked="" type="checkbox"/>	Source Table	Friendly Name	Filter Details
<input checked="" type="checkbox"/>	Data Feed Content	SALES	

Click **Finish**

Once the data have been transferred to Excel, you will get this dialog:

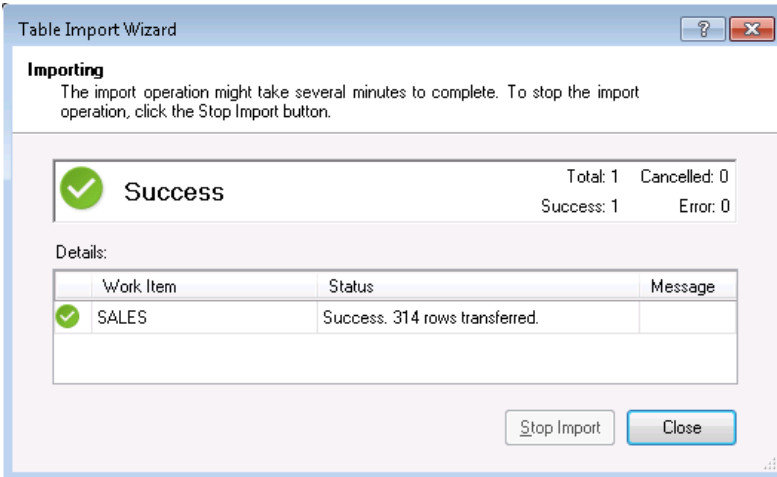


Table Import Wizard

Importing
The import operation might take several minutes to complete. To stop the import operation, click the Stop Import button.

☒ **Success** Total: 1 Cancelled: 0
Success: 1 Error: 0

Details:

Work Item	Status	Message
<input checked="" type="checkbox"/> SALES	Success	314 rows transferred.

Click **Close** and repeat, if needed, all steps to add another table.

Each time, the PowerPivot Windows for Excel will create a new tab, with the Friendly Name and the table content:



NO	CUST	SAL	DATE	DATEYear	DATEQuarter	DATEMonth	DATEDay	DATENUM	TOTAL
11021	1005	7	11/01/2011	2011	1	1	11	20110111	136180
11032	1008	5	08/07/2011	2011	3	7	8	20110708	70853,5
11033	1008	5	08/07/2011	2011	3	7	8	20110708	81310,5
11034	1019	15	10/07/2011	2011	3	7	10	20110710	79539,8
11035	1019	15	10/07/2011	2011	3	7	10	20110710	90101,2
11045	1013	6	30/07/2011	2011	3	7	30	20110730	167592,3
11046	1005	7	27/07/2011	2011	3	7	27	20110727	180778,7
11050	1008	5	07/08/2011	2011	3	8	7	20110807	71976,55
11051	1008	5	07/08/2011	2011	3	8	7	20110807	81900,2
11055	1006	4	17/08/2011	2011	3	8	17	20110817	71079,8

Note that for any date, time or date time field found, some new dimension are created such as Year, Quarter, Month, Day etc.

If we repeat the steps for the Salesman Table we get 2 Tabs inside the PowerPivot for Excel Book:

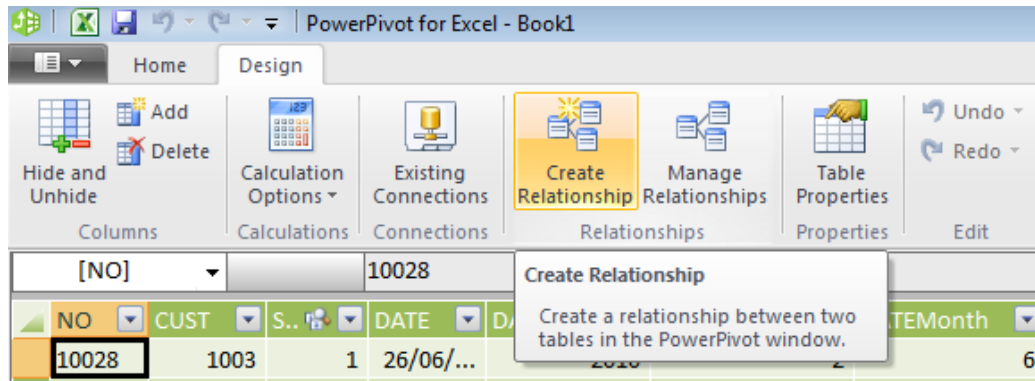
SAL	SALNAME	AREA
1	Bill Raley	NORTH-WEST
2	Sandra Davis	NORTH-WEST
3	Jean Martin	SOUTH
4	Diane Meyer	ATLANTIC
5	James Smith	CENTRAL
6	Jim Baxter	SOUTH
7	Georges Dunel	WEST
8	Robert Salta	NORTH-WEST
9	John Brown	CENTRAL
10	Enrique Lopez	SOUTH
11	Joe Kramer	NORTH-WEST

In the above screen, note the **Refresh** icon allowing to refresh data next time you will use this PowerPivot.

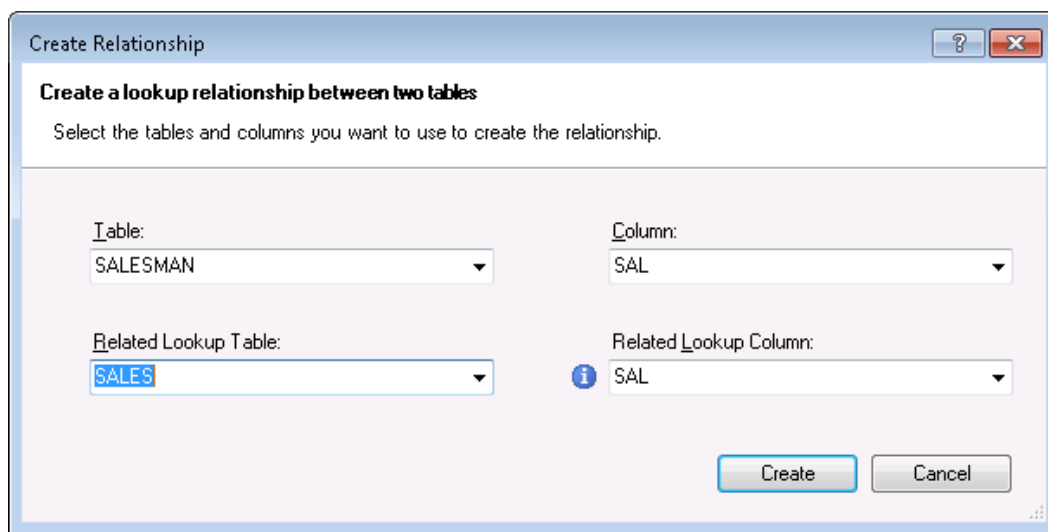
4.7.4. Step 4: Defining the Join condition for several tables

If more than one table is used, you must specify the join conditions between the tables.

To do so, select the **Design** Tab in the previous screen:

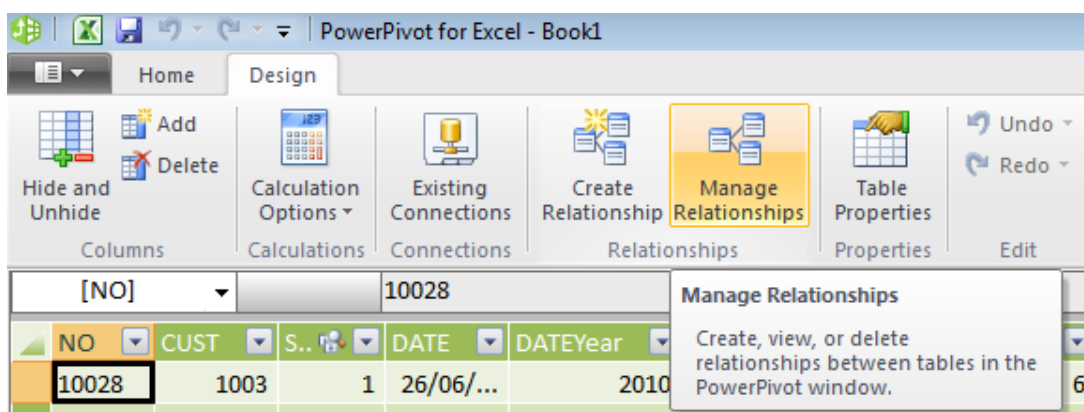


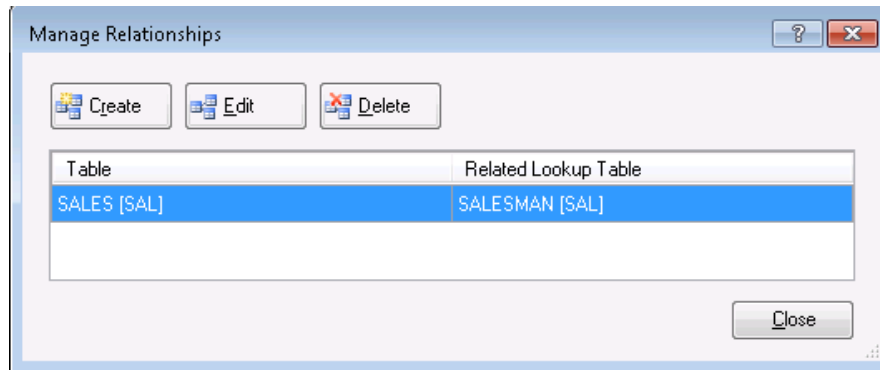
and click the **Create Relationship** icon:



Define the required relationship between two tables and click **Create**.

To modify or add relationships, click the **Manage Relationships** icon:

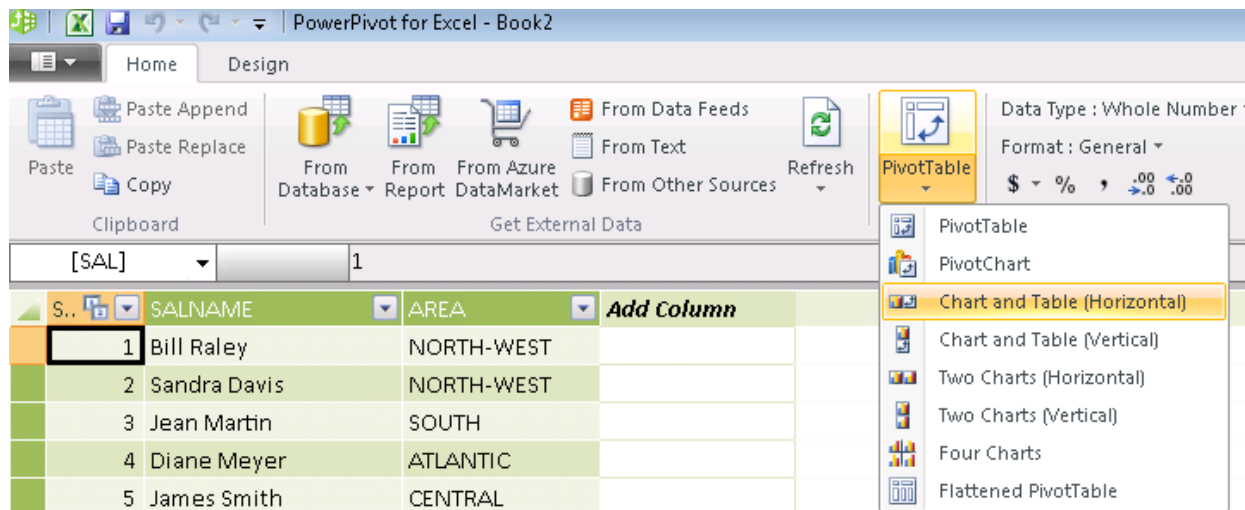




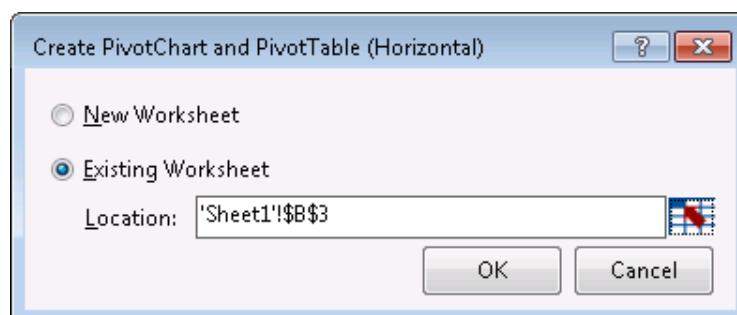
From here you can create, modify or delete a relationship. Click **Close** when finish.

4.7.5. Step 5: Creating the PowerPivot in the Excel Sheet

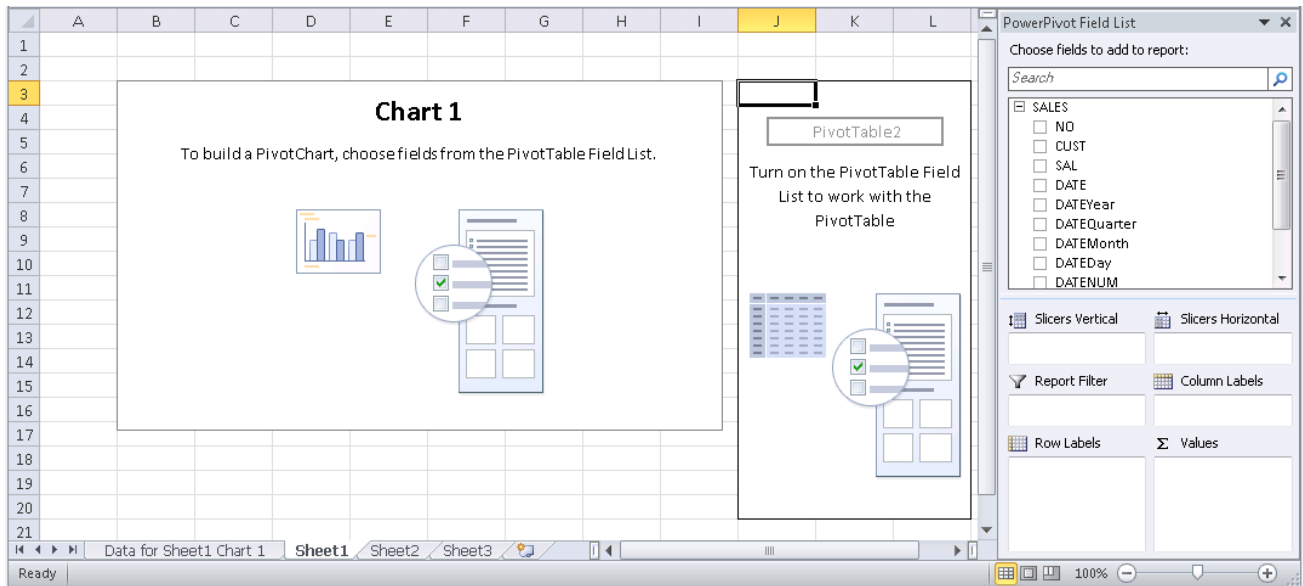
In the previous screen, click the **PivotTable** icon to create the PowerPivot in the existing sheet or a new sheet:



And select for example the “Chart and Table (Horizontal)” branch.



If we select the \$B\$3 cell, this cell will be the most top left corner of the PivotTable area. Click OK to confirm:



In the above screen, you see on the top right corner the dimensions and measures available for each table, and on the bottom right corner the boxes in which you can drag and drop the dimensions and measures that you need.

The **Row Labels** box will receive one or several dimensions that you want to see as rows.

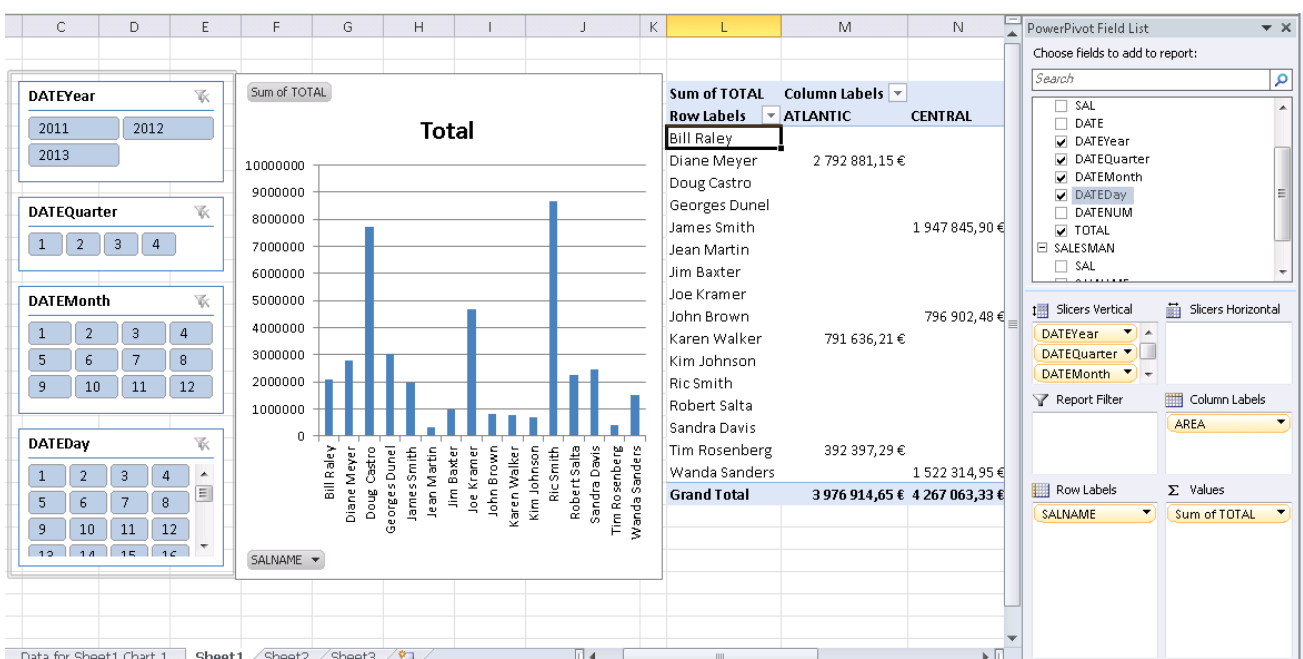
The **Column Labels** box will receive one or several dimensions that you want to see as columns.

The **Σ Values** box will receive one or several numeric measure(s) that you want to see in the data area of the Pivot Table.

The **Report Filter** box can receive a dimension not visible in the Pivot Table, but used as a filter (criteria) to modify later what you want to see.

Then you can define one or several **Slicer(s)**, in a vertical and/or horizontal position. The slicers will display all available values as buttons allowing you later to click directly on the button(s) whose values should be displayed.

Example with the above Sales and Salesman Tables with **Vertical Slicers**:





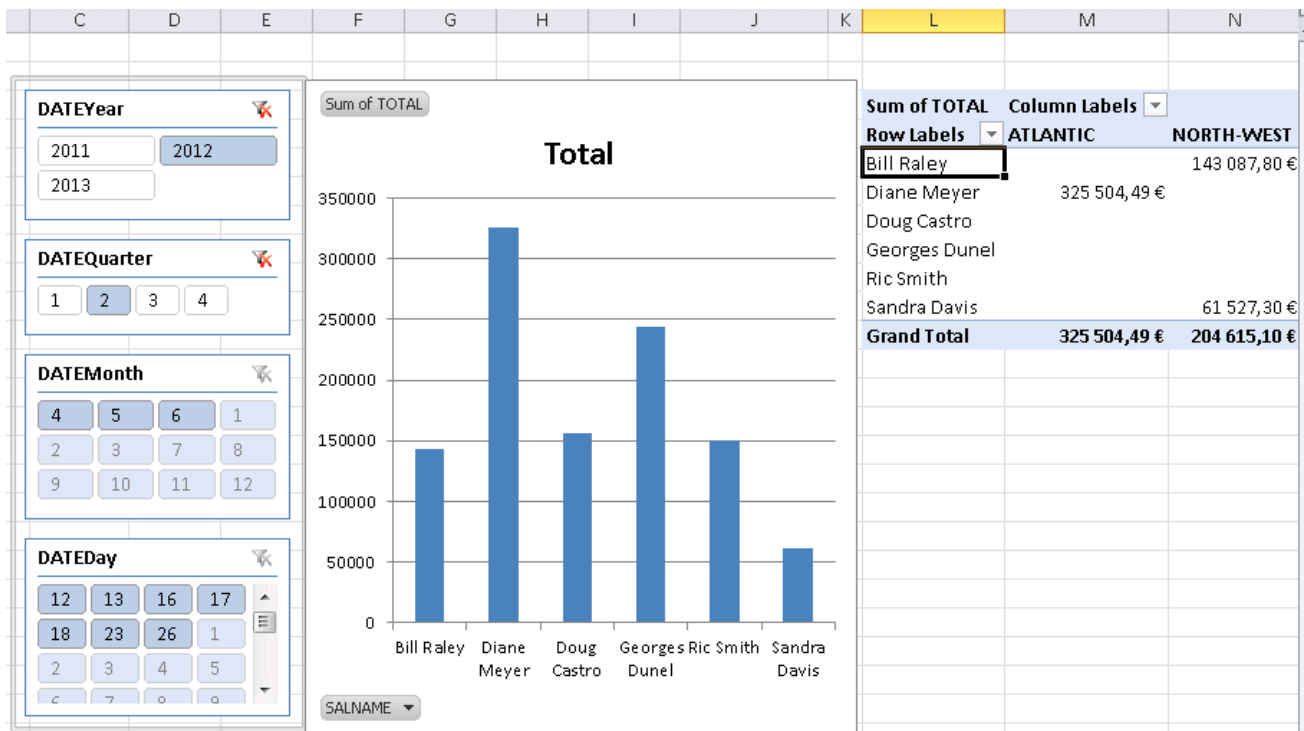
In the above example, the Area have been defined as Column Labels and Salesman Name as Row Labels

The TOTAL field has been added in the measures (Σ Values)

The Year, Quarter, Month and Day are used in the vertical slicers.

The currency format has been defined for the Sum of Total.

Now, if you close the Field List and select only the Year 2013 by clicking on the Year slicer, you will only get data from the year 2013, and if you click on Quarter 2 you will only get data from Quarter 2 of the Year 2013:



As you can see in the above picture, all months and/or days having no data appear in a light blue grey color.

Only years, quarters, months and days having data appear in a darker color.

You also see that the items without data are set at the end of the list in each slicer square.

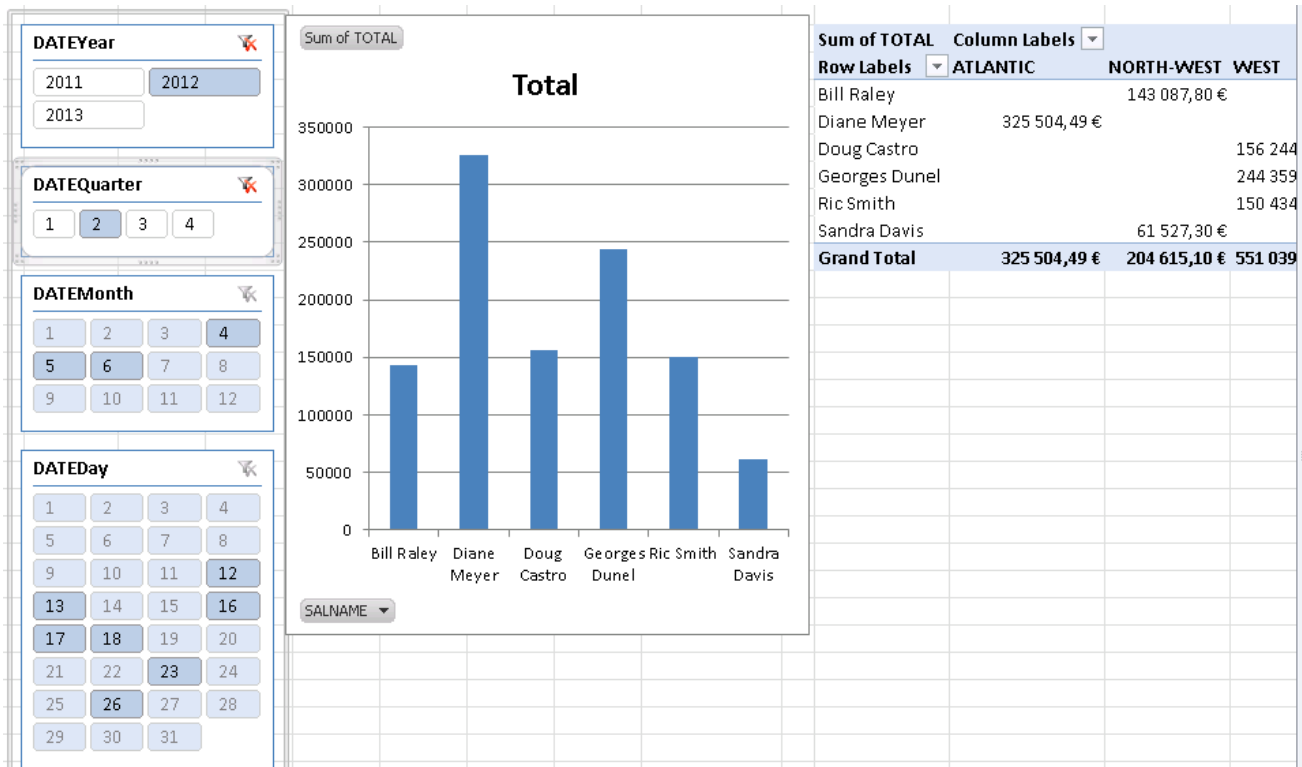
You can modify this presentation using the following commands:

Make a right mouse click on a slicer and select the **Slicer Settings**

The Slicer Settings dialog box for DATEMonth is shown. It includes fields for Source Name, Name to use in formulas, Name, and Header. The 'Display header' checkbox is checked. The 'Caption' field is set to DATEMonth. Under 'Item Sorting and Filtering', the 'Data source order' radio button is selected, and the 'Visually indicate items with no data' checkbox is checked. The 'Show items with no data last' checkbox is unchecked.

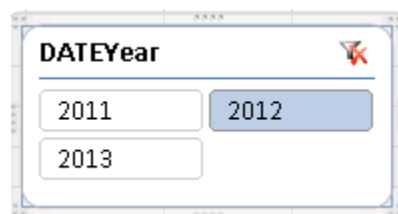


Here you can change some options to modify the presentation, for example remove the option “**Show items with no data last**” and click OK for all Date Slicers. The previous example will be as follow if you apply for Months and Days slicers (and if needed Quarter and Year):



Now the month numbers are always in the order from 1 to 12, even if there are no data some months. Same comment for the days.

To **cancel** a slicer selection, just click the **Red Cross with the filter icon** in the slicer box:

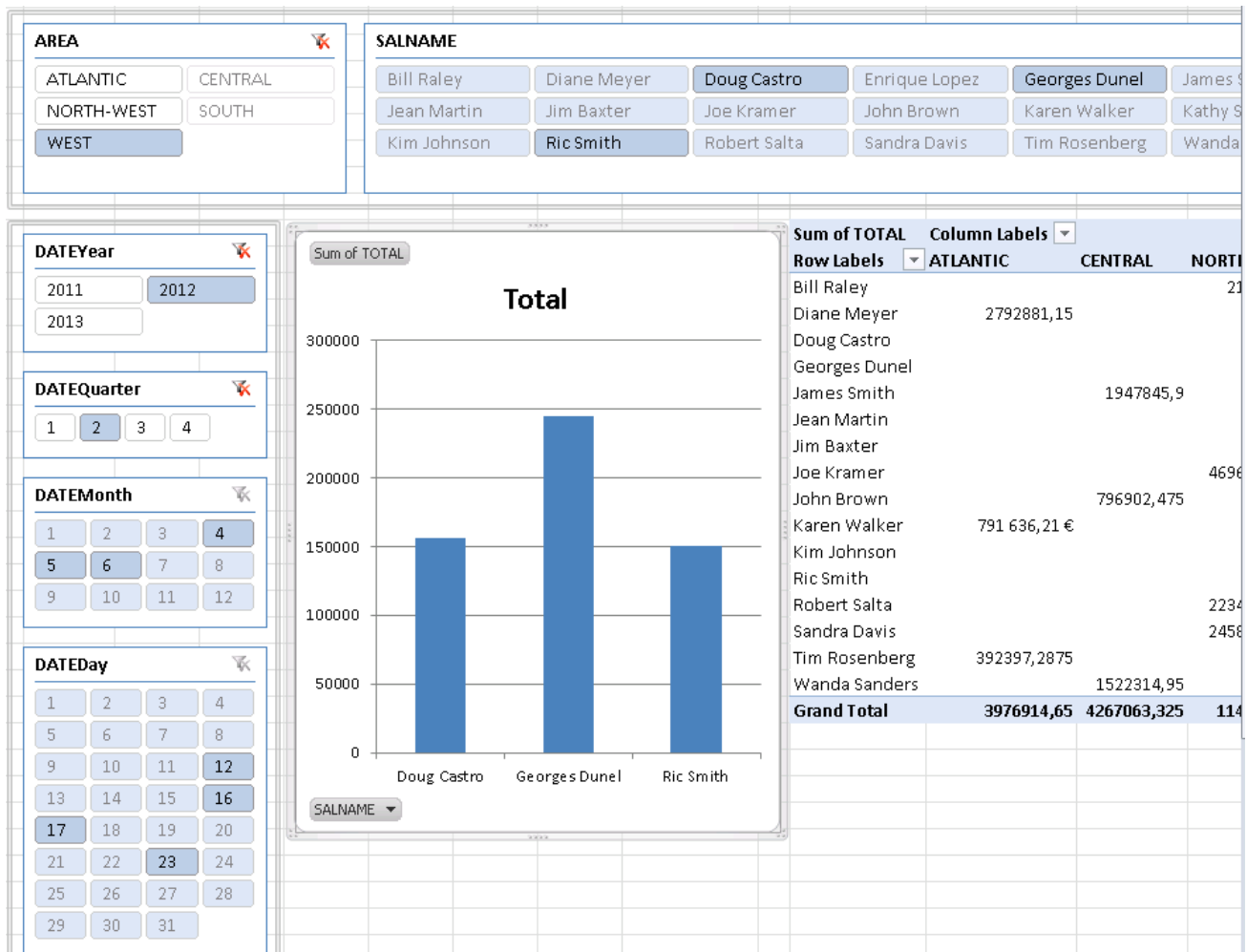


Save your Excel Sheet.xlsx to finish.

Next time you will open it, you can refresh the table data, if needed, using the **Refresh** icon in the PowerPivot Window for Excel.

You also can add **Horizontal Slicers**, example with the AREA and SALESMAN.

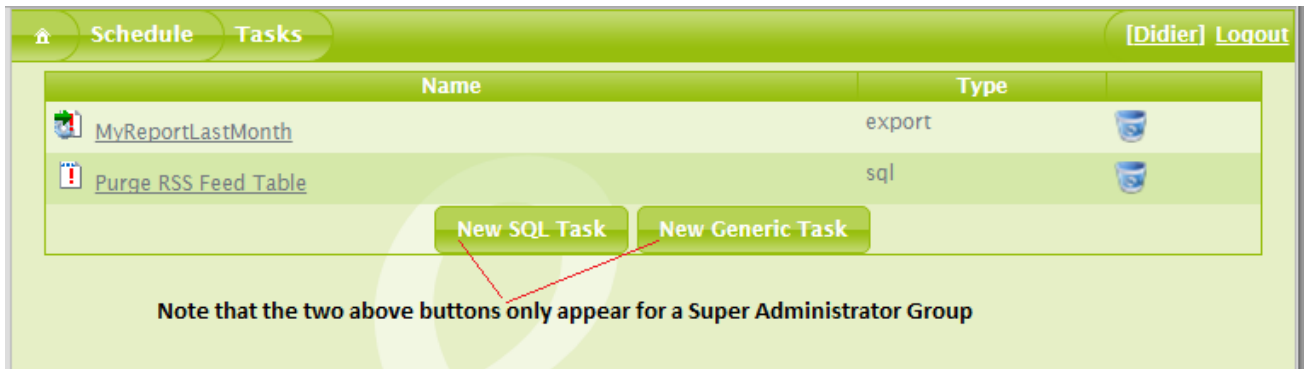
If you click on WEST Area, only the vendors from this area will be displayed in the SALESMAN Slicer and the Graph:





5. Schedule

We have already explained how to [create a Task](#) from a report (or query or cube) and have created a task named **"MyReportLastMonth"**. Note that the **Tasks** list contains a standard task installed by Click&DECiDE Enterprise Edition as well as the tasks you have created, such as the **MyReportLastMonth**:

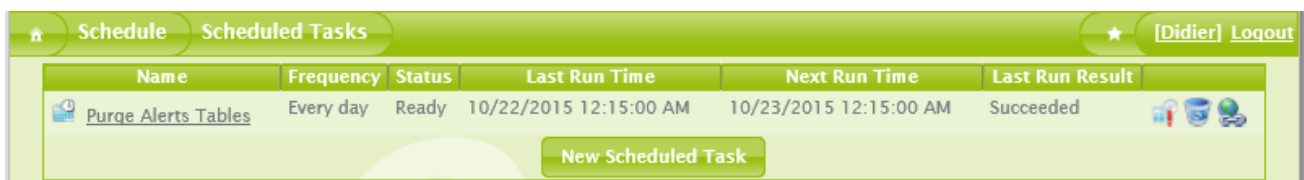


This section explains how to schedule one or several tasks at the same time. To do so please follow the steps below:

1. Click the **Schedule** command in the Web Portal (visible only if you belong to a "Super Administrator" Group on the Server).



2. Click **Scheduled Tasks** on the above windows. The Scheduled Task List should appear as follow the first time as we provide a task to purge the Alerts Tables:



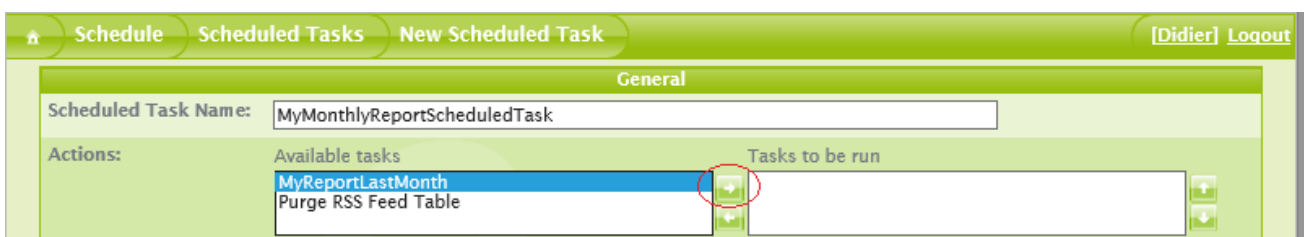
5.1. Create a New Scheduled Task

To create a new scheduled task, please follow the steps below.

5.1.1. General

1. Click the **New Scheduled Task** button.

Change the default Scheduled Task Name "New Scheduled Task " to a new name (each scheduled task must have a distinct name) as the following example:





2. Select in the left **Available tasks** pane the task(s) you want to be performed by your scheduled task.
3. Click the right button to add these tasks to the right **Tasks to be run** pane.
4. Add a **comment** if necessary. This is optional.
5. Clear the **Active** check box if you need to disable this task temporarily.

5.1.2. Frequency

6. Define the **Frequency** you need for the selected tasks from the following:

Now (the task will run immediately between now and the next minute maximum).

Note: select the **Delete Task when Done** check box if you do not wish to keep this scheduled task.

Once (the task will run only once at the specified date and time).

Specify the **Start Date and Time**, the task will be saved unless you decide to delete it later.

Daily (the task will run every day starting at the specified date and time).

Specify the **Start Date and Time** with the Calendar; the task will be saved unless you decide to delete it later.

Specify an **End Date** if necessary.

Define whether the task must be run every day or every **X** days via the **Run the Scheduled Task every x Day(s)** check box.

Every Week (the task will run each week starting at the specified day and time).



Frequency	
Frequency:	<input type="text" value="Every week"/>
Start Date and Time	<input type="text" value="10/22/2015 4:00:00 AM"/>
<input type="checkbox"/> End Date	<input type="text" value="10/22/2015"/>
Run the Scheduled Task every	<input type="text" value="1"/> Week(s), on <input checked="" type="checkbox"/> Monday <input type="checkbox"/> Tuesday <input type="checkbox"/> Wednesday <input type="checkbox"/> Thursday <input type="checkbox"/> Friday <input type="checkbox"/> Saturday <input type="checkbox"/> Sunday

Specify the **Start Date and Time**, the task will be saved unless you decide to delete it later.

Specify an **End Date** if necessary.

Define whether the task must be run every week or every **X** weeks via the **Run the Scheduled Task every x Week(s)** check box.

Specify which **day(s) of the Week** you need to run this scheduled task by selecting the day of the week check boxes as appropriate.

Every Month (the task will run each month starting at the specified date and time).

Frequency	
Frequency:	<input type="text" value="Every month"/>
Start Date and Time	<input type="text" value="11/1/2015 4:00:00 AM"/>
<input type="checkbox"/> End Date	<input type="text" value="10/22/2015"/>
<input checked="" type="radio"/> The	<input type="text" value="1"/> of a Month
<input type="radio"/> The	<input type="text" value="First"/> <input type="text" value="Monday"/> of a Month
Run the Scheduled Task on the Following Months:	
<input checked="" type="checkbox"/> January	<input checked="" type="checkbox"/> February
<input checked="" type="checkbox"/> March	<input checked="" type="checkbox"/> April
<input checked="" type="checkbox"/> May	<input checked="" type="checkbox"/> June
<input checked="" type="checkbox"/> July	<input checked="" type="checkbox"/> August
<input checked="" type="checkbox"/> September	<input checked="" type="checkbox"/> October
<input checked="" type="checkbox"/> November	<input checked="" type="checkbox"/> December

Specify the **Start Date and Time**, the task will be saved unless you decide to delete it later.

Specify an **End Date** if necessary.

Select which **day of the month** the task must be run (between 1 to 31).

Select which day of the week (between Monday to Sunday) specifying the position of this day in the month (between First, Second, Third, Fourth or Last).

Select the **Run the Scheduled Task on the following Months** check boxes as appropriate, by selecting the required months of the year.

5.1.3. Repetition

7. Define the **Repetition** if needed:

For each frequency, you can specify if you need to repeat the scheduled task.

Repetition	
<input type="checkbox"/> Repeat the Scheduled Task	
Interval:	<input type="text" value="1"/> <input type="text" value="Minutes"/>
Duration:	<input type="text" value="1"/> Hours <input type="text" value="0"/> Minutes

Repeat the Scheduled Task: check box. Enter an **Interval** for a time dimension in **Minutes** or **Hours**.

Enter a repetition **Duration** in **Hours** and **Minutes**.



5.1.4. Set Account Information

Set Account Information

Run as:

SYSTEM

Password:

Finish

Cancel

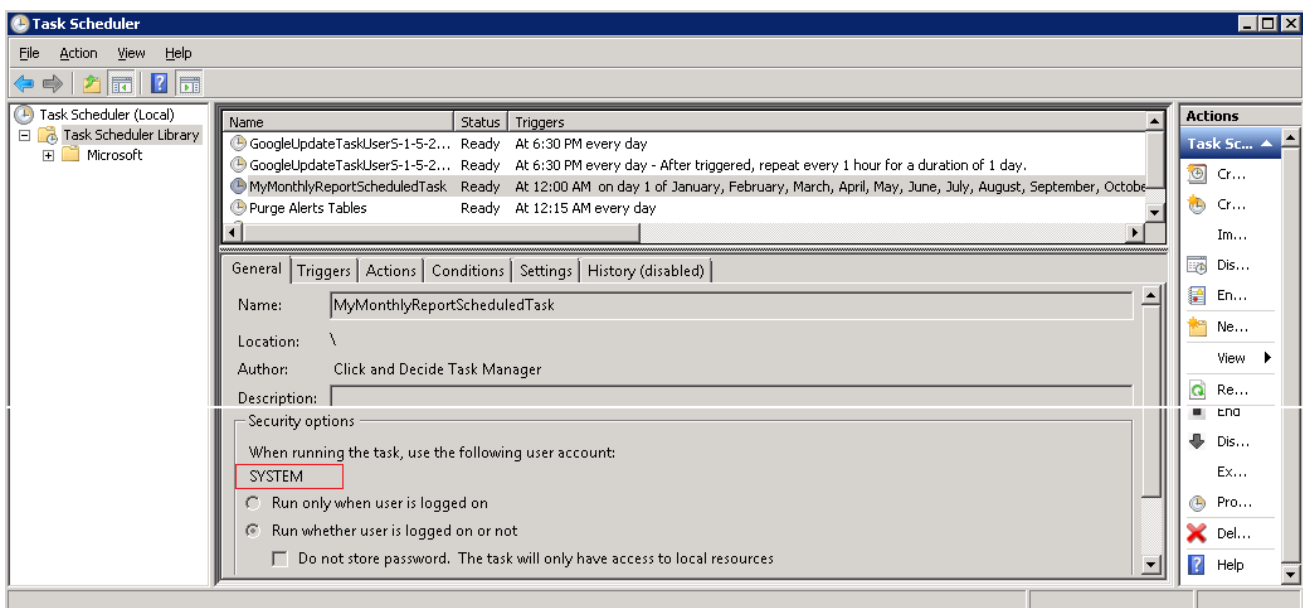
Before saving the scheduled task, be sure the SYSTEM user account is correct for your situation. See next paragraph for more details.

8. Click **Finish** to save the new Scheduled Task, that will appear in the list below:

Schedule Scheduled Tasks						
Name	Frequency	Status	Last Run Time	Next Run Time	Last Run Result	
MyReportScheduledTask	Every month	Ready		11/1/2015 4:00:00 AM		
Purge Alerts Tables	Every day	Ready	10/22/2015 12:15:00 AM	10/23/2015 12:15:00 AM	Succeeded	
New Scheduled Task						

5.1.5. Working with the Scheduled Task Account

When you run a task, the SYSTEM user account will be used by default. All scheduled tasks will be saved under the **Local System** account (note the **Security Options** in the **Windows Task Scheduler** on the server machine).



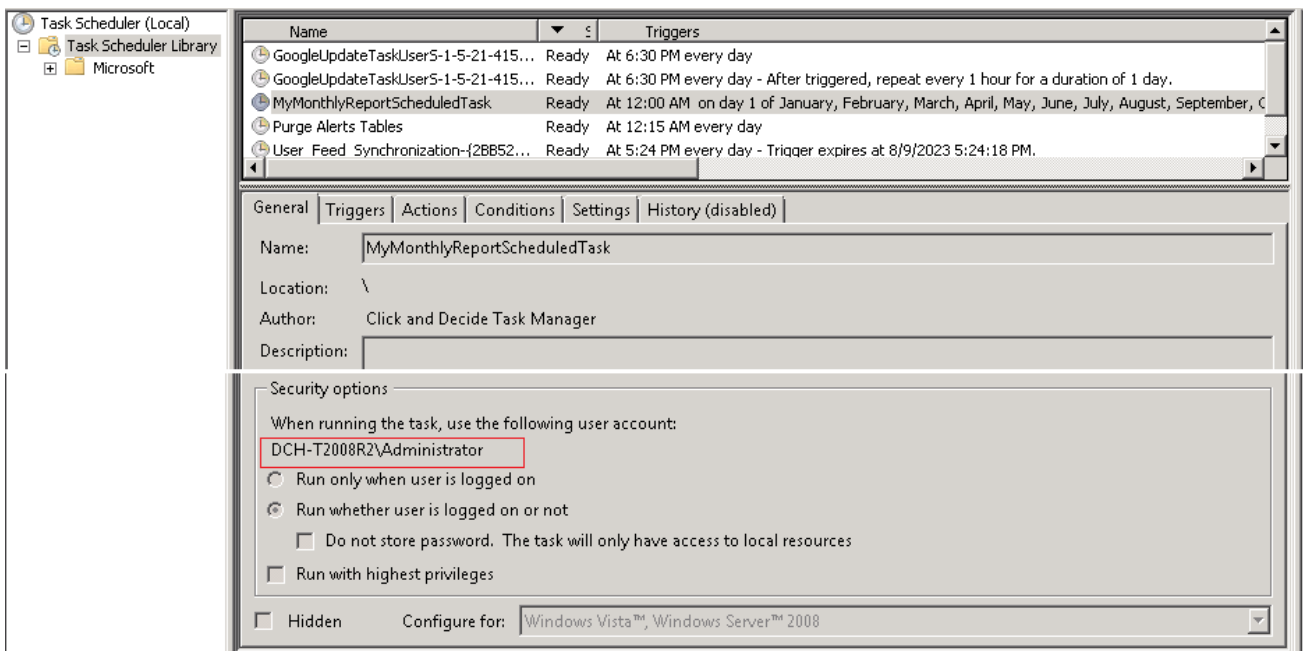
To use another user account or modify the settings, please follow the steps below. For example, if you wish to run the task under French regional settings rather than English regional settings, or if you wish to modify parameters for network security reasons.

Before saving the Scheduled Task by clicking the Finish button;



Set Account Information	
Run as:	<input type="text" value="DCH-T2008R2\Administrator"/>
Password:	<input type="password" value="....."/>
<input type="button" value="Finish"/> <input type="button" value="Cancel"/>	

1. Enter the new Login in the Run As box
2. Enter the **Password**.
3. Click **Finish** at the base of the **Scheduled Tasks Configuration** pane in the Web Portal when all the required options are selected. The new scheduled task will appear in the left top list.
4. Open the **Windows Task Scheduler**, select **Start> Control Panel> Administrative Tools> Task Scheduler** to see the modified Scheduled Task

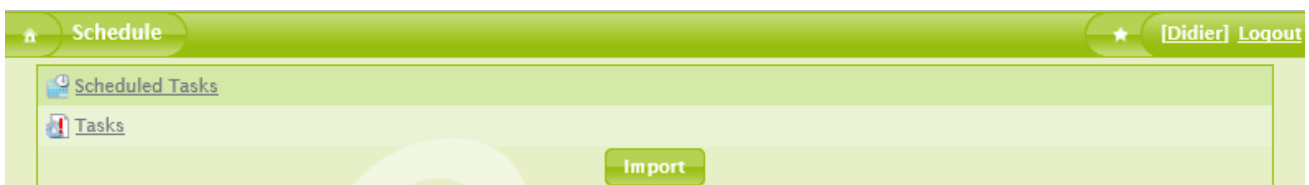


5. Press **F5** if necessary to refresh the right pane of the **Task Scheduler**.

5.2. Edit, Delete or Run Now a Scheduled Task

To edit or delete a scheduled task, please perform the steps below:

1. Click the **Schedule** command in the Web Portal (visible only if you belong to a "Super Administrator" Group on the Server).



2. Click **Scheduled Tasks** on the above windows. The Scheduled Task List should appear as follow the first time as we provide a task to purge the Alerts Tables:



[Home](#)









[Schedule](#)

[Scheduled Tasks](#)

★

[Didier]

Logout

Name	Frequency	Status	Last Run Time	Next Run Time	Last Run Result	
 MyReportScheduledTask	Every month	Ready		11/1/2015 4:00:00 AM		  
 Purge Alerts Tables	Every day	Ready	10/22/2015 12:15:00 AM	10/23/2015 12:15:00 AM	Succeeded	  
<div>New Scheduled Task</div>						

5.2.1. Edit:

Click directly the Scheduled task name you wish to modify in the editor.

5.2.2. Delete

Click the icon to remove this scheduled task.

5.2.3. Run Now

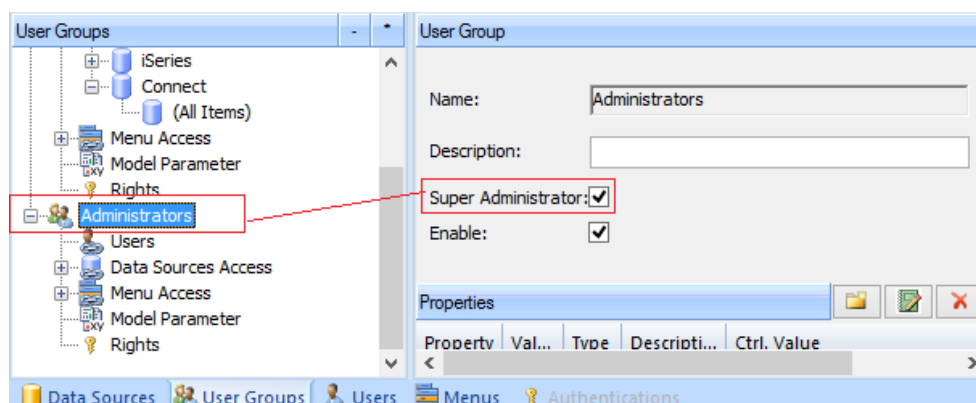
Click the icon to run now the Scheduled Task (useful to test it after creation).

5.3. Copy a Scheduled Task Shortcut

Sometimes it could be useful to authorize someone not being a Super Administrator to be able to run a Scheduled Task: this is the purpose of the last right icon: this URL can be copied into a Menu branch accessible from some users belonging to a Group displaying this Menu. (New feature of Click&DECiDE 2013).

5.4. Working with SQL Tasks

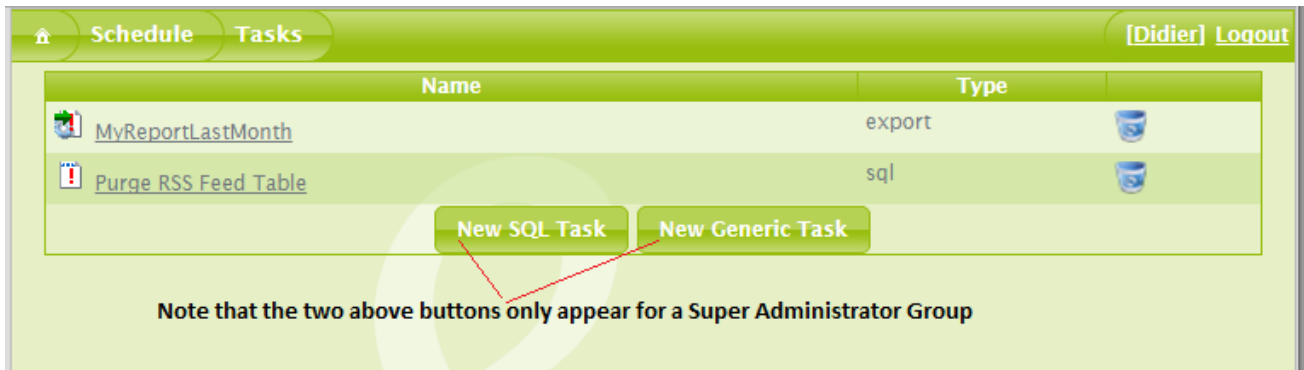
To work with SQL Tasks please follow the steps below. You can create an SQL Task to send an SQL command to a database. Note that this is reserved to advanced users and Administrators only belonging to a **Super Administrator** Group.



In this example we are going to view one of the tasks installed by default, **Purge RSS Feed Table** SQL Task. The **Purge RSS Feed Table** task contains an SQL command which runs an SQL Server procedure. This procedure will purge the required tables.

Note: the database can be one of the Data Sources defined in the Click&DECiDE Administration Manager. (SQL Server, iSeries, ODBC Database).

1. Click the **Schedule** command in the Web Portal, then click the **Tasks** branch:

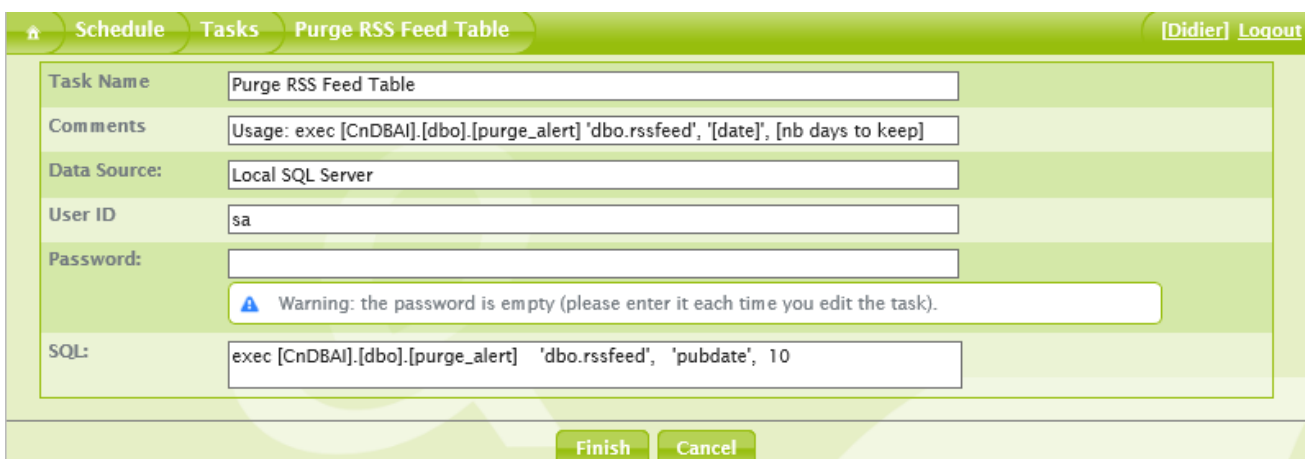


2. Select the **Purge RSS Feed Table** task.
3. Note the **Purge RSS Feed Table** task is opened in the Task Editor.



Note that if the User ID is empty, the program accepts an empty Password, because it could be a database under Windows Authentication.

But if the User ID is not empty, the program also accepts the password to be empty or not empty when creating the task, but, later, when editing this task again, the program always remove the password and a warning message will advise the user that the password is empty, so that he has to enter it again if exists.



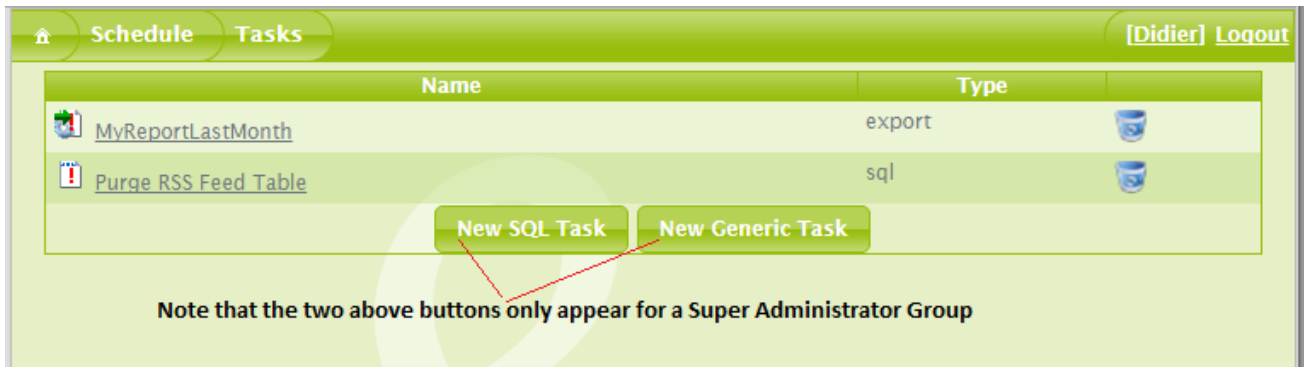
5.5. Creating Generic Tasks

You can create a Generic Task to execute a program. Note this is reserved to advanced users and Administrators only. In the following example we will create a Generic Task which runs a VBS Script, named Export_Excel.vbs, located in the C:\Users\Public\Documents\Click and DECiDE Samples\Builder\Automation.

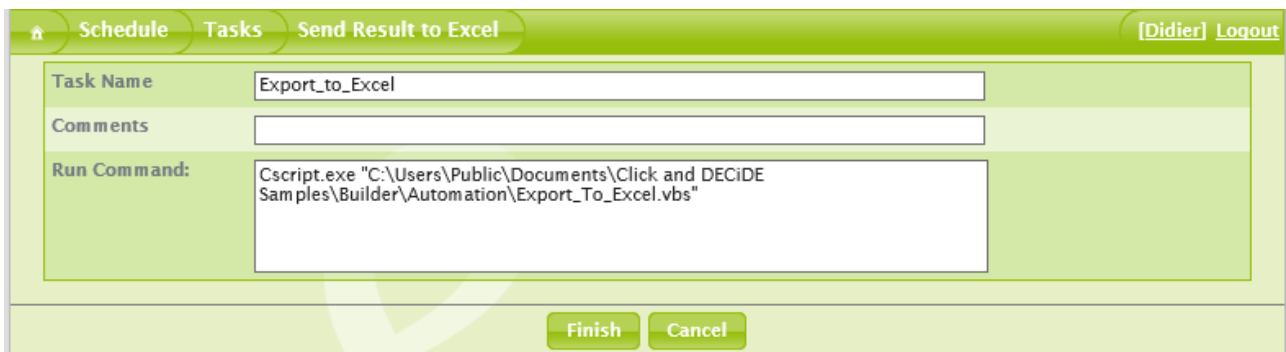


To create a Generic Task, please follow the steps below.

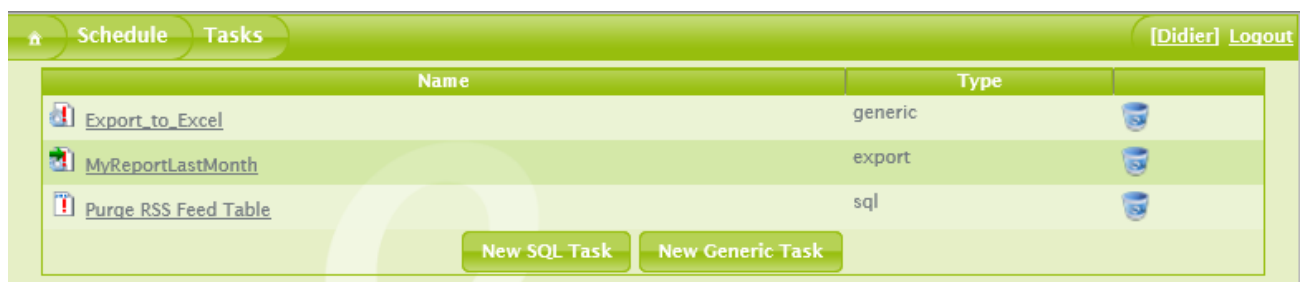
1. Click the **Schedule** command in the Web Portal, then click the **Tasks** branch:



1. Click **New Generic Task** button.
2. Enter the **Task Name**.
3. Enter the **Run Command**. In this example a VBS Script, named Export_Excel.vbs will be run, the file is located in the following directory: Click&DECiDE\BAI\Sample\Automation.



4. Click **Finish**.
5. Note your new SQL Task appears in the **Tasks** branch in the left pane.



5.6. Running Successive Scheduled Tasks

When you run a scheduled task, the program will run task after task. However, if a task returns an error, the task that follows it will not be run. For this reason we have created a program named D7CheckDay.exe that generates an error if the current day is different from the parameter. For example, "D7CheckDay.exe" 1 will stop all the remaining tasks in the Scheduled Task if we are not the first day of any month, and will continue to run the remaining tasks if we are the first day of the month.

5.6.1. Run a task daily but only if first day of the month:



Schedule Tasks ContinuelfFistDayOfTheMonth [Didier] Logout

Task Name: ContinuelfFistDayOfTheMonth

Comments:

Run Command: "C:\Program Files\Click and DECiDE\BAI\D7CheckDay.exe" 1

Finish Cancel

This is useful when you wish to create a Scheduled Daily Task running successively:

- the Consolidation, Aggregation and Purge tasks
- followed by the Daily Report Generation task
- then check if we are the first day of the Month
- then, if true, run the Monthly Report Generation task, or if false stop the procedure.
- "D7CheckDay.exe" 31 will check if we are the 31st day of the month

5.6.2. Run a task Daily but only if Last Day of the Month

- however "D7CheckDay.exe" -1 will check if it is the last day of the month (ex: 28th of February, 31st of March or 30th of November), for example:

General

Scheduled Task Name: Global NSI Task

Actions:

Available tasks: ExportToExcel, MyReportLastMonth, Purge RSS Feed Table

Tasks to be run: Click&DECiDE Consolidation Agregation Pu, Daily Report Generation, ContinuelfFistOfTheMonth, Monthly Report Generation

Comments: Network Security Intelligence Daily Task

☒ Active (Scheduled Task Runs at Specified Time)



6. Publish

The **Publish** menu enables you to access the table where the RSS Feeds information is saved. You can consult the table content, and create new records or deleted obsolete records from the Publish menu.

If an alert generated by a report or a scheduled task is supposed to add or update a record in this table, then you can consult the **Publish** box to check if the expected record has been added successfully.

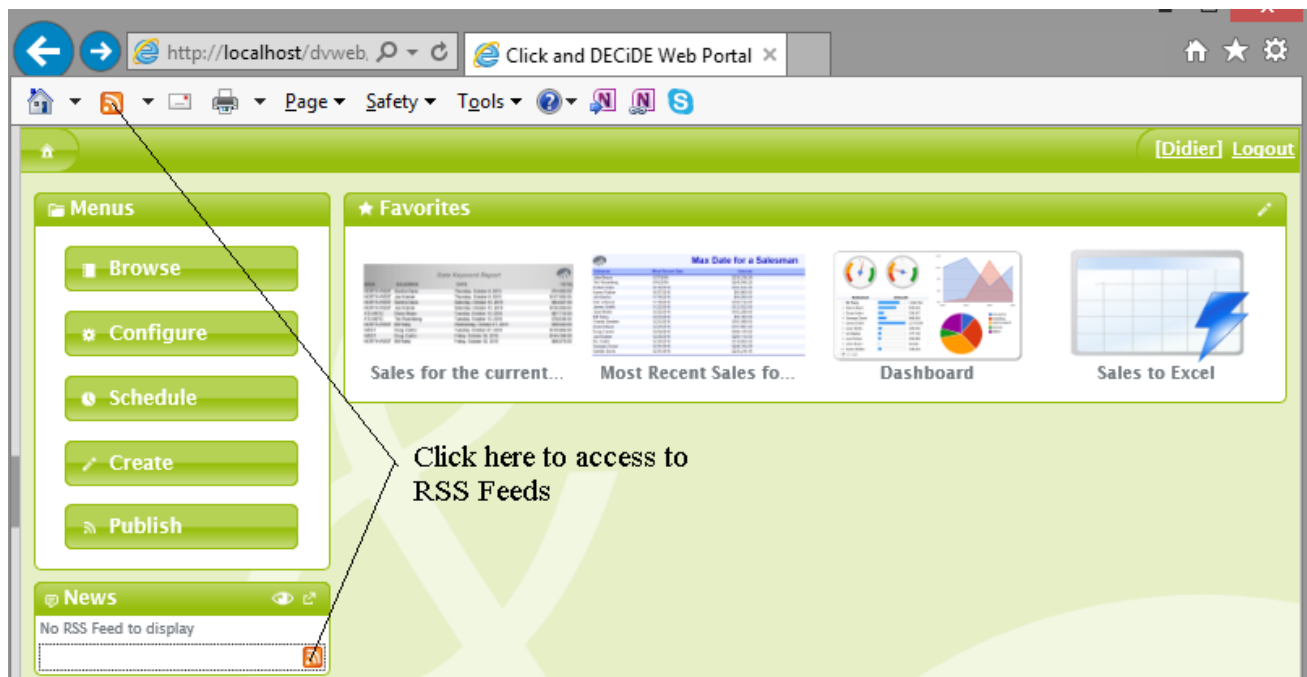


6.1. Working with the RSS Feed Table

You can distribute information via RSS Feed, to do so, please follow the steps below.

1. Click the RSS Feed icon in your navigator bar or enter the following URL in your browser:

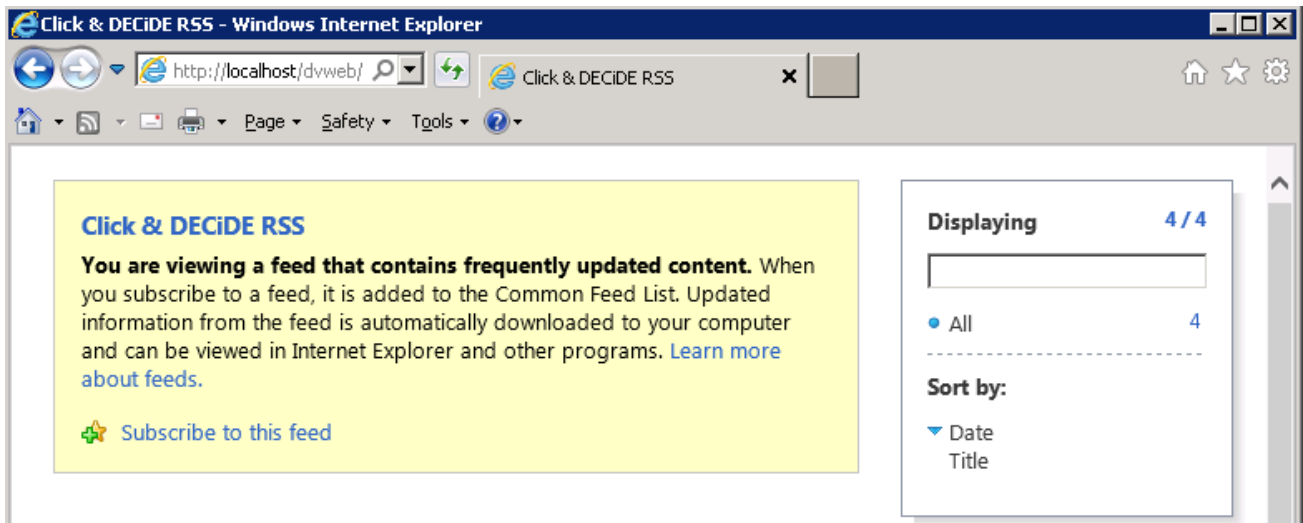
<http://servername/dvweb/dvrss.ashx>



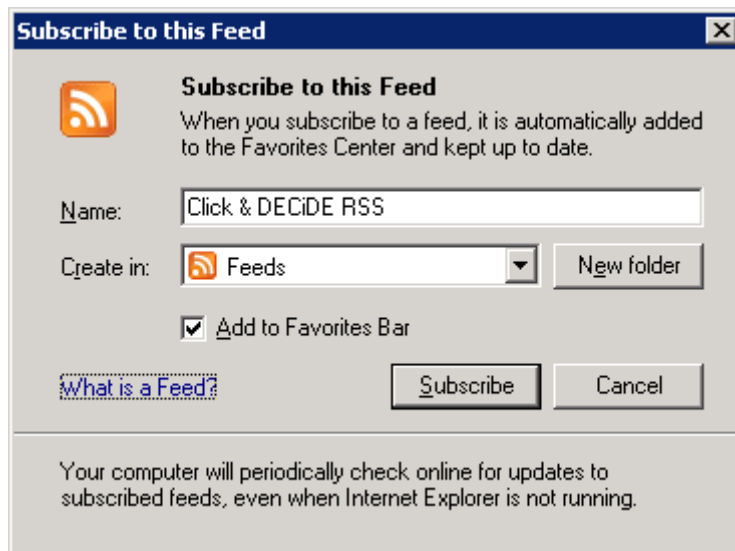
Note: if you want to use RSS Feed under the Chrome browser, you need to install this extension:

<https://chrome.google.com/webstore/detail/rss-subscription-extensio/nlbjncdgjeocebhnmkbbbdekmmmbfjd>

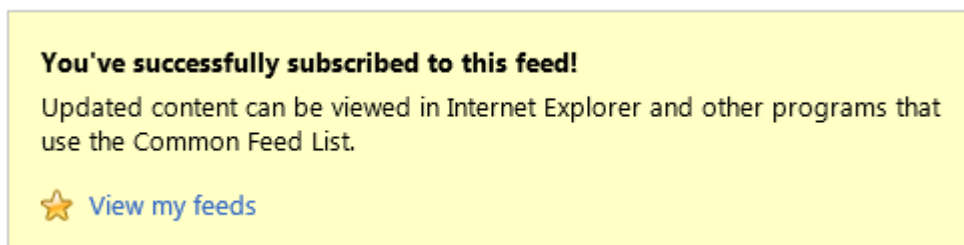
2. Note the Click and DECiDE RSS feed appears:



3. Click **Subscribe to this feed** if you want to add this RSS Feed to your Feed Headlines gadget.



4. Click the **Subscribe** button



5. Select the **Publish** command in the Web Portal
6. Click **RSS Feed** to create, edit or remove an RSS Feed from the RSS Feed Table.



Publish RSS Feed							[Administrator] Logout	
#	Date	Category	Title	Description	URL	Groups	Users	
	8/12/2013 11:59:00 AM		The Invoice # 12017 amount is 355868.150000000002 €	See the Invoice # 12017 from M...	http://dch-T2008R2/dvweb/Displ...			
	8/12/2013 11:59:00 AM		The Invoice # 12018 amount is 376532.28749999998 €	See the Invoice # 12018 from M...	http://dch-T2008R2/dvweb/Displ...			
	8/12/2013 11:59:00 AM		The Invoice # 12968 amount is 304768.150000000002 €	See the Invoice # 12968 from M...	http://dch-T2008R2/dvweb/Displ...			
	8/12/2013 11:59:00 AM		The Invoice # 12969 amount is 322382.28749999998 €	See the Invoice # 12969 from M...	http://dch-T2008R2/dvweb/Displ...			
Add an RSS feed to publish Purge existing RSS feeds								

6.1.1. Editing an RSS Feed

To edit an RSS Feed, please follow the steps below.

1. Click the **Edit** icon to the left of the RSS Feed you wish to edit.
2. Edit the parameters as necessary.
3. Note the **Date** field's content can be used by the Purge command later.

Publish RSS Feed							[Administrator] Logout	
#	Date	Category	Title	Description	URL	Groups	Users	
	8/12/2013 11:59:00 AM		The Invoice # 12017 amount is 355868.150000000002 €	See the Invoice # 12017 from M...	http://dch-T2008R2/dvweb/Displ...			
<div> <div>Publication Date:</div> <div>8/12/2013 11:59:00 AM</div> <div></div> </div> <div> <div>Category:</div> <div></div> </div> <div> <div>Title:</div> <div>The Invoice # 12018 amount is 376532.2874</div> </div> <div> <div>Description:</div> <div>See the Invoice # 12018 from Mountain Bicycles because the amount is greater than 300000 €</div> </div> <div> <div>Link:</div> <div>http://dch-T2008R2/dvweb/Display.aspx?__ma=BAI+Demonstration&__mi=2317&__rp=Alert+Result%</div> </div> <div> <input checked="" type="radio"/> Everybody <input type="radio"/> Groups <input type="radio"/> Users </div>								
<div> </div>								

4. Click the **OK** icon to confirm.

6.1.2. Creating a RSS Feed record

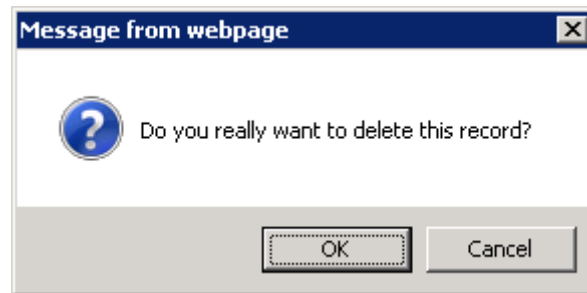
To create an RSS Feed, please follow the steps below.

1. Click **RSS Feed** in the **Publish** command in the Web Portal.
2. Click the **Add an RSS feed to publish** button at the bottom of the RSS feed screen.
3. Configure the parameters for the new RSS feed as appropriate.
4. Note the **Date** field's content can be used by the Purge command later.
5. Note the **Category** text box can remain empty (Optional).
6. **Note:** Standard RSS Feed readers do not use **Users** and **Groups**
7. Click **Add**.

6.1.3. Deleting an RSS Feed

To delete an RSS Feed, please follow the steps below.

1. Click **RSS Feed** in the **Publish** command in the Web Portal.
2. Click the **Remove** icon to the left of the **RSS Feed** you want to delete. A message will appear asking you to confirm.



3. Click **OK**.

6.1.4. Purging Obsolete RSS Feeds

You can purge obsolete an RSS Feed, whose date is older than a specified number of days. To purge an obsolete RSS Feed, please follow the steps below.

1. Click **RSS Feed** in the **Publish** command in the Web Portal.
2. Click the **Purge existing RSS feeds button** at the bottom of the RSS feed screen.
3. Enter the **Number of days to keep**

The screenshot shows the 'RSS Feed' section of the web portal. At the top, there are tabs for 'Publish' and 'RSS Feed', and a user menu with '[Administrator]' and 'Logout'. Below the tabs, there is a text box labeled 'Number of days to keep:' with the value '14' entered. At the bottom of this section, there are two buttons: 'Purge' and 'Finish'.

4. Click **Purge**. The success message appears under the **Number of days to keep** text box.

The screenshot shows the 'RSS Feed' section after the 'Purge' action. A success message is displayed in a box: 'The RSS feed items have been purged successfully.' Below this message, the 'Number of days to keep:' text box still shows '14', and the 'Purge' and 'Finish' buttons are still present.

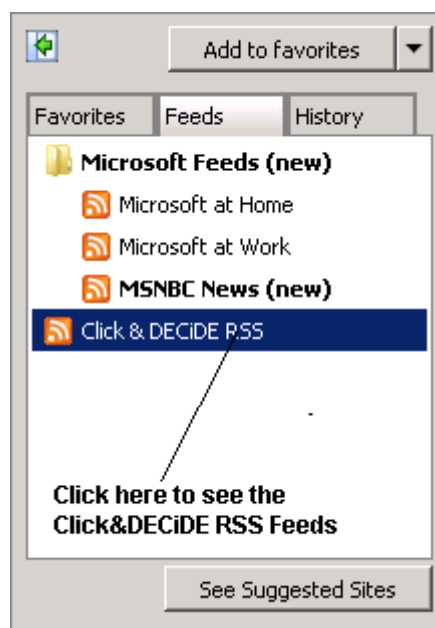
5. Click **Finish**.

6.1.5. Accessing your RSS Feed through your browser:

Under Internet Explorer click this icon to access the RSS Feeds:



Then:





7. Working with Date Keywords

7.1. Invariant Predefined Functions

Invariant functions are keyword or expressions that can be understood by Click&DECiDE whatever your PC's regional settings language is.

INVARIANT PREDEFINED FUNCTIONS		
Function	Range for x	Comment
HOURS (Note: in INVARIANT mode, hours is always written in plural even if the value is x=0 or x=1).		
x hours ago	0 - 12	The date time interval from the beginning of the hour specified in the past from XX:00:00 to XX:59:59.
in x hours	0 - 12	The date time interval from the beginning of the hour specified in the future from XX:00:00 to XX:59:59.
since x hours	0 - 12	The interval from the beginning of the hour specified in the past at XX:00:00 up to now.
until x hours	1 - 12	The interval from now to the end of the hour specified in the future at XX:59:59.
DAYS (Note: in INVARIANT mode, days is always written in plural even if the value is x=0 or x=1).		
x days ago	0 - 7	The date of the day specified in the past from 00:00:00 to 23:59:59.
in x days	0 - 7	The date of the day specified in the future from 00:00:00 to 23:59:59.
since x days	0 - 7	From the beginning of the date of the day specified in the past from 00:00:00 up to now.
until x days	1 - 7	From now up to the end of the date of the day specified in the future at 23:59:59.
WEEKS (Note: in INVARIANT mode, weeks is always written in plural even if the value is x=0 or x=1).		
x weeks ago	0 - 7	The date interval for the week specified in the past from YYYYMMDD 00:00:00 to YYYYMMDD 23:59:59.
in x weeks	0 - 7	The date interval for the week specified in the future from YYYYMMDD 00:00:00 to YYYYMMDD 23:59:59.
since x weeks	0 - 7	From the beginning of the first day of the week specified in the past at 00:00:00 up to now.
until x weeks	1 - 7	From now to the end of the last day of the week specified in the future at 23:59:59.
MONTHS (Note: in INVARIANT mode, months is always written in plural even if the value is x=0 or x=1).		
x months ago	0 - 12	The date interval for the first day of the month specified in the past from YYYYMM01 00:00:00 to YYYYMM31 23:59:59.
in x months	0 - 12	The date interval for the first day of the month specified in the future from YYYYMM01 00:00:00 to YYYYMM31 23:59:59.
since x months	0 - 12	From the beginning of the first day of the month specified in the past at 00:00:00 up to now.
until x months	1 - 12	From now up to the end of the last day of the month specified in the future at 23:59:59.
QUARTER (Note: in INVARIANT mode, quarters is always written in plural even if the value is x=0 or x=1).		



q1 or Q1		Uses the date interval for the First Quarter of the current year from YYYY0101 00:00:00 to YYYY0331 23:59:59.
q2 or Q2		Uses the date interval for the Second Quarter of the current year from YYYY0401 00:00:00 to YYYY0630 23:59:59.
q3 or Q3		Uses the date interval for the Third Quarter of the current year from YYYY0701 00:00:00 to YYYY0930 23:59:59.
q4 or Q4		Uses the date interval for the Fourth Quarter of the current year from YYYY1001 00:00:00 to YYYY1231 23:59:59.
x quarters ago	1 - 4	The date interval for the first day of the quarter specified in the past from YYYYMM01 00:00:00 to the last day of the same quarter at YYYYMM31 23:59:59.
in x quarters	1 - 4	The date interval for the first day of the quarter specified in the future from YYYYMM01 00:00:00 to the last day of the same quarter at YYYYMM31 23:59:59.
qx 1990 <---> qx 2030	1 - 4	Uses the date interval for the specified Quarter of the specified year from YYYY0101 00:00:00 to YYYY0331 23:59:59. (Note that the year can be between 1990 and 2030 in the current Click&DECiDE version 11.1.0 or greater).
YEARS (Note: in INVARIANT mode, years is always written in plural even if the value is x=0 or x=1).		
x years ago	0 - 10	The date interval from the first day of the year specified in the past at YYYY0101 00:00:00 to YYYY1231 23:59:59.
in x years	0 - 10	The date interval from the first day of the year specified in the future at YYYY0101 00:00:00 to YYYY1231 23:59:59.
since x years	0 - 10	From the beginning of the first day of the year specified in the past at YYYY0101 00:00:00 up to now.
until x years	1 - 10	From now up to the end of the last day of the year specified in the future at YYYY1231 23:59:59.



7.2. Standard Days and Months Functions By Language

In the following table the first column is the same for Invariant or English, other available languages can be used according to your PC's regional settings language:

Invariant and English	%s is a	French	German	Spanish	Catalan	Italian	Swedish
Days		Jours	Tags	Dias	Dies	Giorni	Dagar
DAY FROM LAST WEEK							
last %s	Day name	%s semaine dernière	%s letzter wochse	%s semana pasada	%s setmana passada	%s settimana scorsa	%s förra vecka
DAY ON NEXT WEEK							
next %s	Day name	%s en huit	%s kommender woche	%s semana próxima	de %s en vuit	%s settimana prossima	%s nästa vecka
NEXT COMING DAY							
coming %s	Day Name	%s prochain	nächster %s	próximo %s	proper %s	%s prossimo	nästa %s
LAST MOST RECENT DAY							
most recent %s	Day Name	%s dernier	letzter %s	%s pasado	%s passat	%s scorso	i %ss
SINCE A DAY							
since %s	Day Name	depuis %s	seit %s	desde %s	des de %s	da %s	sedan %s
UNTIL A DAY							
until %s	Day Name	jusqu'a %s	bis %s	hasta %s	fins %s	fino a %s	till %s
Months		Mois	Monaten	Meses	Mesos	Mesi	Månader
NEXT MONTH ON NEXT YEAR							
next %s	Month Name	%s année prochaine	%s kommendes Jahr	%s año próximo	%s proper any	%s anno prossimo	%s nästa året
MONTH OF PREVIOUS YEAR							
last %s	Month Name	%s année dernière	%s letztes jahr	%s año pasado	%s any passat	%s anno scorso	%s förra året
NEXT COMING MONTH							
coming %s	Month Name	%s prochain	nächster %s	próximo %s	proper %s	%s prossimo	nästa %s
MOST RECENT MONTH							
most recent %s	Month Name	%s dernier	letzter %s	%s pasado	%s passat	%s scorso	i %ss
SINCE A MONTH							
since %s	Month Name	depuis %s	seit %s	desde %s	des de %s	da %s	sedan %s
UNTIL A MONTH							
until %s	Month Name	jusqu'en %s	bis %s	hasta %s	fins %s	fino a %s	till %s



7.3. Other Hour Functions by language

Invariant and English	Range for x	French	German	Spanish	Catalan	Italian	Swedish
HOURS		HEURES	STUNDEN	HORAS	HORES	ORE	TIMMAR
last hour		dernière heure	Letzte Stunde	hora anterior	hora anterior	ultima ora	förra timmen
this hour		cette heure	Diese Stunde	esta hora	aquesta hora	quest ora	denna timme
next hour		prochaine heure	Nächste Stunde	hora siguiente	hora següent	prossima ora	nästa timme
0 hours ago / this hour		il y a 0 heures / cette heure	Vor 0 Stunden / Diese Stunde	hace 0 horas / esta hora	fa 0 hores / aquesta hora	0 ore fa / quest ora	0 timmar sedan / denna timme
1 hour ago / last hour		il y a 1 heure / dernière heure	Vor 1 Stunde / Letzte Stunde	hace 1 hora / hora anterior	fa 1 hora / hora anterior	1 ora fa / ultima ora	1 timme sedan / förra timme
x hours ago	2 - 12	il y a x heures	Vor x Stunden	hace x horas	fa x hores	x ore fa	x timmar sedan
in 0 hours / this hour		dans 0 heures / cette heure	In 0 Stunden / Diese Stunde	en 0 horas / esta hora	en 0 hores / aquesta hora	in 0 ore / quest ora	om 0 timmar / denna timme
in 1 hour / next hour		dans 1 heure / prochaine heure	In 1 Stunde / Nächste Stunde	en 1 hora / hora siguiente	en 1 hora / hora següent	in 1 ora / prossima ora	om 1 timme / nästa timme
in x hours	2 - 12	dans x heures	In x Stunden	en x horas	en x hores	in x ore	om x timmar
since 0 hours / since this hour		depuis 0 heures	Seit 0 Stunden	desde 0 horas	des de 0 hores	da 0 ore	sedan 0 timmar
since 1 hour / since last hour		depuis 1 heure / depuis la dernière heure	Seit einer Stunde / Seit 1 Stunde	desde 1 hora / desde la hora anterior	des d'1 hora / des de l' hora anterior	da ultima ora / da 1 ora	sedan sista timme / sedan 1 timme
last x hours	2 - 12	depuis x heures	Seit x Stunden	desde x horas	des de x hores	da x ore	sedan x timmar
until 1 hour		jusque dans 1 heure	Bis einer Stunde / Bis 1 Stunde	hasta 1 hora / hasta la hora siguiente	fins 1 hora / fins l' hora següent	fino a 1 ora / fino a ora prossima	till 1 timme
until x hours	2 - 12	jusque dans x heures	Bis x Stunden	hasta x horas	fins x hores	fino a x ore	till x timmar



7.4. Other Day Functions by Language

Invariant and English	Range for x	French	German	Spanish	Catalan	Italian	Swedish
DAYS		JOURS	TAGS	DIAS	DIES	GIORNI	DAGAR
yesterday		hier	Gestern	ayer	ahir	ieri	igår
today		aujourd'hui / ce jour	Heute	hoy	avui	oggi	idag
tomorrow		demain	Morgen	mañana	demà	domani	imorgon
0 days ago / today		il y a 0 jours / aujourd'hui / ce jour	Vor 0 Tagen / Heute	hace 0 días / hoy	fa 0 dies / avui	0 giorni fa / oggi	0 dagar sedan / idag
1 day ago / yesterday		il y a 1 jour / hier	Vor 1 Tag / Gestern	hace 1 día / ayer	fa 1 dia / ahir	1 giorno fa / ieri	1 dag sedan / igår
x days ago	2 - 7	il y a x jours	Vor x Tagen	hace x días	fa x dies	x giorni fa	x dagar sedan
in 0 days / today		dans 0 jours / aujourd'hui / ce jour	In 0 Tagen / Heute	en 0 días / hoy	en 0 dies / avui	in 0 giorni / oggi	om 0 dagar / idag
in 1 day / tomorrow		dans 1 jour / demain	In 1 Tag / Morgen	en 1 día / mañana	en 1 dia / demà	in 1 giorno / domani	om 1 dag / imorgon
in x days	2 - 7	dans x jours	In x Tagen	en x días	en x dies	in x giorni	om x dagar
since 0 days / since today		depuis 0 jours / depuis ce jour / depuis aujourd'hui	Seit 0 Tagen / Seit Heute	desde 0 días / desde hoy	des de 0 dies / des d'avui	da 0 giorni / da oggi	sedan 0 dagar / sedan idag
since 1 day / since yesterday		depuis 1 jour / depuis hier	Seit 1 Tag / Seit Gestern	desde 1 día / desde ayer	des d'1 dia / des d'ahir	da 1 giorno / da ieri	sedan 1 dag / sedan igår
last x days	2 - 7	depuis x jours	Seit x Tagen	desde x días	des de x dies	da x giorni	sedan x dagar
until 1 day / until tomorrow		jusque dans 1 jour / jusqu'à demain	Bis 1 Tag / Bis Morgen	hasta 1 día / hasta mañana	fins 1 dia / fins demà	fino a 1 giorno / fino a domani	till 1 dag / till imorgon
until x days	2 - 7	jusque dans x jours	Bis x Tagen	hasta x días	fins x dies	fino a x giorni	till x dagar

7.5. Other Week Functions by Language

Invariant and English	Range for x	French	German	Spanish	Catalan	Italian	Swedish
WEEKS		SEMAINES	WOCHEN	SEMANAS	SEMANES	SETTIMANE	VECKOR
last week		semaine dernière	Letzte Woche	semana pasada / semana anterior	setmana passada / setmana anterior	settimana scorsa	förra vecka
this week		cette semaine	Diese Woche	esta semana / semana actual	aquesta setmana / setmana actual	questa settimana	denna vecka
next week		semaine prochaine	Nächste Woche	semana próxima / semana siguiente	propera setmana / setmana següent	settimana prossima	nästa vecka
0 weeks ago / this week		il y a 0 semaines / cette semaine	Vor 0 Wochen / Diese Woche	hace 0 semanas / esta semana	fa 0 setmanes / esta setmana	0 settimane fa / questa settimana	0 veckor sedan / denna vecka
1 week ago / last week		il y a 1 semaine / semaine dernière	Vor 1 Woche / Letzte Woche	hace 1 semana / semana pasada	fa 1 setmana / setmana passada	1 settimana fa / settimana scorsa	1 vecka sedan / förra vecka
x weeks ago	2 - 7	il y a x semaines	Vor x Wochen	hace x semanas	fa x setmanes	x settimane fa	x veckor sedan
in 0 weeks / this week		dans 0 semaines / cette semaine	In 0 Wochen / Diese Woche	en 0 semanas / esta semana	en 0 setmanes / esta setmana	in 0 settimane / questa settimana	om 0 veckor / denna vecka
in 1 week / next week		dans 1 semaine / semaine prochaine	In 1 Woche / Nächste Woche	en 1 semana / semana próxima	en 1 setmana / propera setmana / setmana següent	in 1 settimana / settimana prossima	om 1 vecka / nästa vecka
in x weeks	2 - 7	dans x semaines	In x Wochen	en x semanas	en x setmanes	in x settimane	om x veckor
since 0 weeks / since this week		depuis 0 semaines / depuis cette semaine	Seit 0 Wochen	desde 0 semanas / desde esta semana	des de 0 setmanes / des d'aquesta setmana	da 0 settimane	sedan 0 veckor
since 1 week / since last week		depuis 1 semaine / depuis la semaine dernière	Seit 1 Woche	desde 1 semana / desde la semana pasada	des d'1 setmana / des de la setmana passada	da 1 settimana	sedan 1 vecka
since x weeks	2 - 7	depuis x semaines	Seit x Wochen	desde x semanas	des de x setmanes	da x settimane	sedan x veckor
until 1 week		jusque dans 1 semaine	Bis 1 Woche	hasta 1 semana	fins 1 setmana	fino a 1 settimana	till 1 vecka
until x weeks	2 - 7	jusque dans x semaines	Bis x Wochen	hasta x semanas	fins x setmanes	fino a x settimane	till x veckor



7.6. Other Month Functions by Language

Invariant and English	Range for x	French	German	Spanish	Catalan	Italian	Swedish
MONTHS		MOIS	MONATEN	MESES	MESOS	MESI	MÅNADER
last month		mois dernier	Letzter Monat	mes pasado / mes anterior	mes passat / mes anterior	mese scorso	förra månad
this month / current month		ce mois / mois en cours / mois courant	Dieser Monat	este mes / mes actual	aquest mes / mes actual	questo mese	denna månad
next month		mois prochain	Nächster Monat	mes próximo / mes siguiente	proper mes / mes següent	mese prossimo	nästa månad
0 months ago / this month		il y a 0 mois / mois en cours / mois courant	Vor 0 Monaten / Dieser Monat	hace 0 meses	fa 0 mesos / aquest mes / mes actual	0 mesi fa / questo mese	0 månader sedan / denna månad
1 month ago / last month		il y a 1 mois / mois dernier	Vor 1 Monat / Letzter Monat	hace 1 mes / mes pasado	fa 1 mes / mes passat / mes anterior	1 mese fa / mese scorso	1 månad sedan / förra månad
x months ago	2 - 12	il y a x mois	Vor x Monaten	hace x meses	fa x mesos	x mesi fa	x månader sedan
in 0 months / this month		dans 0 mois / mois en cours / mois courant	In 0 Monaten / Dieser Monat	en 0 meses	en 0 mesos / aquest mes / mes actual	in 0 mesi / questo mese	om 0 månader / denna månad
in 1 month / next month		dans 1 mois / mois prochain	In 1 Monat / Nächster Monat	en 1 mes o "mes próximo"	en 1 mes / proper mes / mes següent	in 1 mese / mese prossimo	om 1 månad / nästa månad
in x months	2 - 12	dans x mois	In x Monaten	en x meses	en x mesos	in x mesi	om x månader
since 0 months / since this month		depuis 0 mois / depuis ce mois	Letzte 0 Monate	desde 0 meses / desde este mes	des de 0 mesos / des d'aquest mes	da 0 mesi	sedan 0 månader
since 1 month / since last month		depuis le mois dernier / depuis 1 mois	Seit Letztem Monat / Seit 1 Monat	desde el mes pasado / desde 1 mes	des del mes passat / des d'1 mes	da mese scorso / da 1 mese	sedan 1 månad / sedan förra månaden
last x months	2 - 12	depuis x mois	Letzte x Monate	desde x meses	des de x mesos	da x mesi	sedan x månader
until 1 month / until next month		jusque dans 1 mois / jusqu'au mois prochain	Bis 1 Monat / Bis Nächster Monat	hasta 1 mes / hasta el mes próximo	fins 1 mes / fins el mes següent	fino a 1 mese / fino a mese prossimo	till 1 månad / till nästa månaden
until x months	2 - 12	jusque dans x mois	Bis x Monate	hasta x meses	fins x mesos	fino a x mesi	till x månader

7.7. Other Quarter Functions by Language

Invariant and English	Range for x	French	German	Spanish	Catalan	Italian	Swedish
QUARTER		TRIMESTRES	QUARTALE	TRIMESTRES	TRIMESTRES	TRIMESTRI	KVARTAL
Q1		T1	Q1	T1	T1	T1	K1
Q2		T2	Q2	T2	T2	T2	K2
Q3		T3	Q3	T3	T3	T3	K3
Q4		T4	Q4	T4	T4	T4	K4
Last Quarter		trimestre dernier	letztes quartal	trimestre anterior	trimestre anterior	ultimo,trimestre	förra kvartal
This Quarter		ce trimestre	dieses quartal	trimestre actual	trimestre actual	questo,trimestre	detta kvartal
Next Quarter		trimestre prochain	nächstes quartal	trimestre siguiente	trimestre següent	prossimo,trimestre	nästa kvartal
1 quarter ago		il y a 1 trimestre	vor 1 quartal	hace 1 trimestre	fa 1 trimestre	1 trimestre fa	1 kvartal sedan
x quarters ago	2 - 4	il y a x trimestres	vor x quartalen	hace x trimestres	fa x trimestres	x trimestri fa	x kvartaler sedan
In 1 quarter		dans 1 trimestre	in 1 quartalen	en 1 trimestre	en 1 trimestre	in 1 trimestre	om 1 kvartal
In x quarters	2 - 4	dans x trimestres	in x quartalen	en x trimestres	en x trimestres	in x trimestri	om x kvartaler
Last Qx	1 - 4	dernier Tx	letztes Qx	anterior Tx	anterior Tx	Tx scorso	förra Kx
Next Qx	1 - 4	prochain Tx	nächstes Qx	siguiente Tx	següent Tx	Tx prossimo	nästa Kx
Qx 1990 to Qx 2030 (*)	1 - 4	Tx 1990 to Tx 2030	Qx 1990 to Qx 2030	Tx 1990 to Tx 2030	Tx 1990 to Tx 2030	Tx 1990 to Tx 2030	Kx 1990 to Kx 2030
(*) For version 10.x and 11.0 the year range was 2004-2013, the new range 1990-2030 applies to versions 11.1 and greater.							



7.8. Other Year Functions by Language

Invariant and English	Range for x	French	German	Spanish	Catalan	Italian	Swedish
YEARS		ANNEES	JAHREN	AÑOS	ANYS	ANNI	ÅR
last year		an dernier	Letztes Jahr	año pasado / año anterior	any passat / any anterior	anno scorso	förra året
this year		cette année	Dieses Jahr	este año / año actual	aquest any / any actual	quest anno	detta året
next year		an prochain	Nächstes Jahr	año próximo / año siguiente	proper any / any següent	anno prossimo	nästa året
0 years ago / this year		il y a 0 ans / cette année	Vor 0 Jahr / Dieses Jahr	hace 0 años / este año / año actual	fa 0 anys / aquest any / any actual	0 anni fa / quest anno	0 år sedan / detta året
1 year ago / last year		il y a 1 an / an dernier	Vor 1 Jahr / Letztes Jahr	hace 1 año / año pasado	fa 1 any / any passat / any anterior	1 anno fa / anno scorso	1 år sedan / förra året
x years ago	2 - 10	il y a x ans	Vor x Jahren	hace x años	fa x anys	x anni fa	x år sedan
in 0 years / this year		dans 0 ans / cette année	In 0 Jahren / Dieses Jahr	en 0 años / este año / año actual	en 0 anys / aquest any / any actual	in 0 anni / quest anno	om 0 år / detta året
in 1 year / next year		dans 1 an / an prochain	In 1 Jahr / Nächstes Jahr	en 1 año / año próximo	en 1 any / proper any / any següent	in 1 anno / anno prossimo	om 1 år / nästa året
in x years	2 - 10	dans x ans	In x Jahren	en x años	en x anys	in x anni	om x års
since 0 years / since this year		depuis 0 ans / depuis cette année	Seit 0 Jahren / Seit Dieses Jahr	desde 0 años / desde este año	des de 0 anys / des d'aquest any	da 0 anni / da quest anno	sedan 0 år / sedan detta året
since 1 year / since last year		depuis 1 an / depuis l'an dernier	Seit 1 Jahr / Seit Letztes Jahr	desde 1 año / desde el año pasado	des d'1 any / des de l'any passat	da 1 anno / da anno scorso	sedan 1 år / sedan förra året
last x years	2 - 10	depuis x ans	Seit x Jahren	desde x años	des de x anys	da x anni	sedan x år
until 1 year / until next year		jusque dans 1 an / jusqu'à l'an prochain	Bis 1 Jahr / Bis Nächstes Jahr	hasta 1 año / hasta el año próximo	fins 1 any / fins el proper any	fino a 1 anno / fino a anno prossimo	till 1 år / till nästa året
until x years	2 - 10	jusque dans x ans	Bis x Jahren	hasta x años	fins x anys	fino a x anni	till x år



8. Technical Appendix

Here are some technical information about shortcuts, URLs functions etc.

8.1. Shortcut Pages

Warning: all shortcuts have changed in version 2013

Click&DECIDE Version 2013	
Shortcut Pages	
Old Shortcut Page	Replace with
/dvweb/Display.aspx	/dvweb/ Menus /ShowParameters.aspx
	/dvweb/ Menus /Display.aspx
	/dvweb/ Menus /Display.ashx
	/dvweb/ Menus /Download.ashx
/dvweb/WebQuery.ashx	/dvweb/ Menus /Query.ashx

For compatibility reasons, old shortcuts are still supported but we recommend you to switch to the new syntax.

8.2. Common Parameters

Click&DECIDE Version 2013				
Common Parameters				
Shortcuts	Description	Old Name	Type	Unit/Values/Example
__ca=	Value for the Cache (1)		Integer	Minutes
__f=	Output format name	__format	String	PDF, HTML, Excel+XLS, ASCII, Excel+XLSX, Google+Data+Table etc
__ma=	Menu Alias	__mnu_alias=	String	__ma=BAI+Demonstration
__mi=	Menu Item ID	__mnu_itemid=	Integer	__mi=2316
__rp=	Relative Path	__relative_path=	String	__rp=Area+Chart+Sample.xgc
__t=	Type	__type=	String	vision
__it=	Item Type	__item_type=	Integer	(1 : query; 2 : report; 3: pivot; 4 : cube)
__in=	Item Name	__item_name=	String	

(1) Only concerns the Dashboard Applications (Query.ashx)



8.3. ShowParameters

Show Parameters				
Function	Description	Supported Parameters	Action	Remarks
ShowParameters.aspx				
/dvweb/Menus/ShowParameters.aspx?	Show the parameter list for the selected item	__sav=0	shows the file	
		__sav=1	download the file	
		__e=0	displays parameters before running	Old name: _exec=
		__e=1	runs without showing parameters	Old name: _exec= Note: if __e=1 and if a result already exists for the same query string, the result will be directly displayed. You need to click again the Run or Export button to reload the report or query.
/dvweb/Menus/ShowParameters.aspx? __ma=BAI+Demonstration& __mi=2316				

8.4. Display

Display		
Function	Description	Comment
Display.aspx		
/dvweb/Menus/Display.aspx?	Displays a runnable Menu item result with the navigation bar (Under a tablet or smartphone, no navigation bar is displayed).	Note: in the case of a runnable item, if the result already exists, it will be directly displayed, if not it will be run without the possibility to cancel. To run directly an item with the possibility to cancel, you must use ShowParameters.aspx with the &__e=1
/dvweb/Menus/Display.aspx? __ma=BAI+Demonstration& __mi=2558& __rp=Area+Chart+Sample.xgc		
Display.ashx		
/dvweb/Menus/Display.ashx?	Displays a runnable Menu item result without the navigation bar, useful for drill-down/drill-up reports or Parent/Child Dashboards.	Note: in the case of a runnable item, if the result already exists, it will be directly displayed, if not it will be run without the possibility to cancel.
/dvweb/Menus/Display.ashx? __ma=BAI+Demonstration& __mi=2558& __rp=Dashboard+GC+Main.xgc		



8.5. Download

Download		
Functionalities	Description	Comment
Download.ashx		
/dvweb/Menus/ Download.ashx ?	Downloads a Menu Item or its result.	Note: in the case of a runnable item, if the result already exists, it will be directly displayed, if not it will be run without the possibility to cancel. To run directly an item with the possibility to cancel, you must use ShowParameters.aspx with the &__e=1&__sav=1
/dvweb/Menus/Download.ashx?__ma=BAI+Demonstration&__mi=2538&YEAR_PARAM=&SALNAME_PARAM=&PROD_REF_PARAM=&__f=PDF		

8.6. Query/WebQuery

Query /WebQuery		
Function		Comment
Query.ashx		
/dvweb/Menus/Query.ashx?	Returns the raw data from a Menu Item Result.	Always run without the possibility to cancel. Use the &__ca=NN (minutes) to enable the browser cache in order to improve the performances.
/dvweb/Menus/Query.ashx?__ma=BAI+Demonstration&__mi=2528&P_Year=&__f=Google+Data+Table		
/dvweb/Menus/Query.ashx?__ma=BAI+Demonstration&__mi=2528&P_Year=["P_Year","P_Year"]&__f=WebQuery		
WebQuery.ashx		
/dvweb/WebQuery.ashx?	Returns the raw data from a Menu Item Result.	Short version of Query.ashx used for WebQueries. Do not need the &__f=WebQuery flag.
/dvweb/WebQuery.ashx?__ma=BAI+Demonstration&__mi=2528&P_Year=["P_Year","P_Year"]		
Note that for WebQuery URL longer than 255 characters, you can use the TinyURL describe in this User Guide page 57.		



8.7. Share button shortcuts

Copy Shortcut in the Share Button		
Parameters		
Checked	Value	Result
No	default	The URL will not contain this parameter and the default value will be used for the query
Yes	Empty	The URL will contain &PARAM= or &PARAM=["PARAM","PARAM"] for WebQueries
	default	The URL will not contain this parameter and the default value will be used for the query
	other	The URL will contain &PARAM=VALUE

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