

halFILE Capture Server

Addendum to halFILE for Windows™ Document Storage & Retrieval

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halFILE Capture Server 3.0: Description of Application

halFILE Capture Server is an add-on utility for halFILE. This document describes the utility for halFILE versions 3.0 or later. If you are on a prior release, you should reference the halFILE Capture Server documentation for that release. halFILE Capture Server is used to perform the following functions:

1. Monitor folders on a network and automatically file image documents into a halFILE basket. Multiple folders can be set up with each folder referencing a particular halFILE database and basket.
2. Monitor folders on a network and automatically post index information into a halFILE database.

halFILE Capture Server is typically used to automatically file documents captured by the following:

1. External scan or capture applications on the same network. You could scan a multi-page TIFF document with a different scan application, save the document to the appropriate folder and Capture server will place the images into a Basket.
2. E-mailed documents. If a multi-page TIFF image was attached to an e-mail message, the attachment could be saved to the appropriate folder and Capture server will place the images into a Basket.
3. Ftp scanning applications. FTP or Internet scan/capture applications can ftp multi-page TIFF images to the folder and Capture server will place the images into a Basket.
4. An Exchange Server dumps into a folder, e-mail forms containing information that needs to be imported into a halFILE database. Capture server processes the forms and posts the data.

An example Capture server application is:

1. Remote users use ftp scanner to scan documents to a host server.
2. Ftpfile32 splits the TIFF image into single page TIFF images. These images are placed into the appropriate basket folder.
3. An index operator indexes the documents.
4. The operator archives the documents or, overnight, Auto Archive archives the images.

Program Features/Limitations

Capture server expects documents that are placed into the folder to be of the same type of file (i.e. multi-page TIFF images or text files or associated documents).

Prior versions of the halFILE Capture could run as an NT Service. With version 3.0 this feature has been removed. Instead run it from the halFILE Service Manager (HFServiceMgr.exe).

halFILE Capture Server Setup

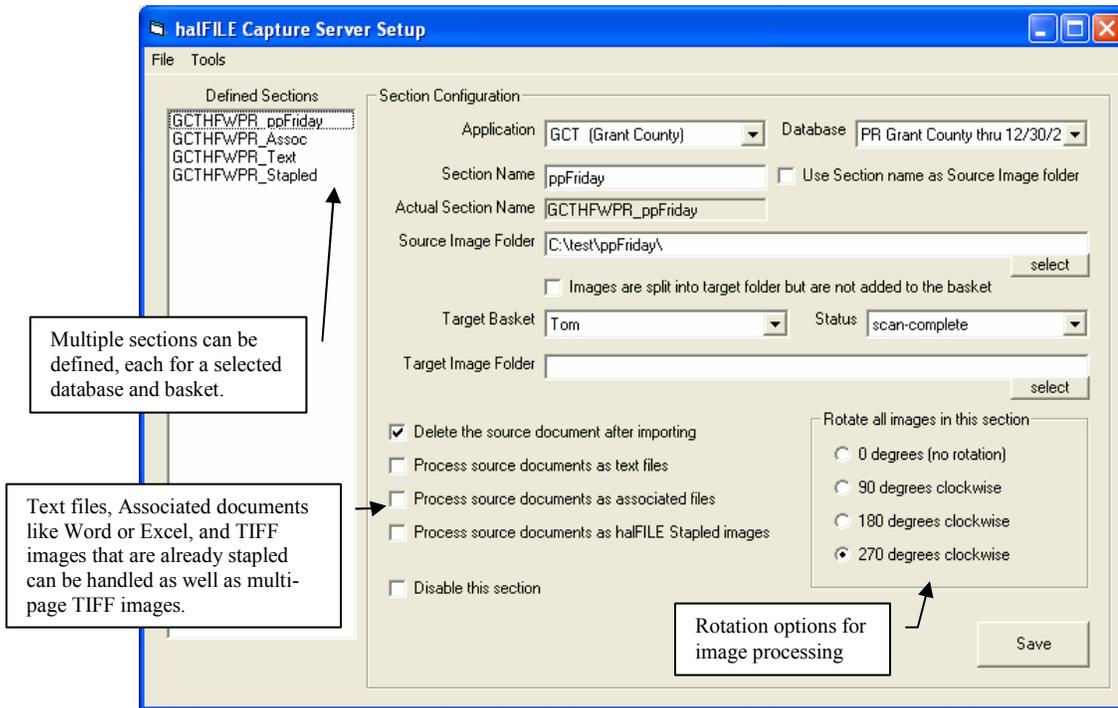
Select a computer to install Capture server on. Capture server (ftpfile32.exe) can be configured to run as a constant process or to run one pass through the configured databases. If you run it as a constant process, the computer selected should be a low-use user machine.

The halFILE Capture Server can also run as a service on a Windows Server by running it from the halFILE Service Manager (HFServiceMgr.exe). When running as a service process through the halFILE Service Manager, turn `QuiteMode=TRUE` to ensure that the process will not lock up by attempting to show desktop forms.

From the Capture server installation disk or folder, run Setup.exe to install Capture server. Select the halFILE program directory for the target folder.

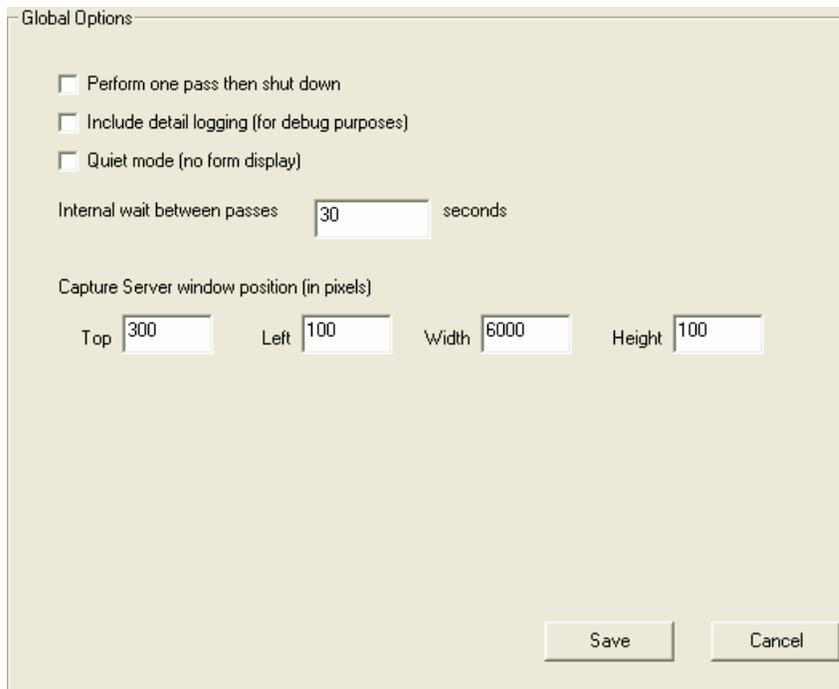
halFILE Capture Server Configuration Utility

After the application is installed, you can run the halFILE Capture Server Configuration Utility, FtpFileConfig.exe, to manage the Capture Server. The main screen is shown below.



The halFILE Capture Server “Section” defines a process that consists of a source folder where the files to be imported are located, a target basket where the source files will be imported to, and options which define how the files are handled. The above window is used to configure a section for the halFILE Capture Server to process.

When you select the Tools-Options menu, the Global settings frame below is displayed. This lets you configure how the halFILE Capture Server operates.



FtpFileConfig.exe manages the halFILE Capture Server settings and saves them to the Ftpfile32.ini file located in the halFILE program folder. The following describes the settings in detail. The parts in curly brackets are documentation only and are not part of the INI file.

The [Ftpfile32] section appears only once in Ftpfile32.ini and contains global settings as follows		
[FtpFile32]		The global section for Capture server settings.
Key Name	Key Value	Description
Dbn Where n is a sequential counter beginning with 1.	Database name followed by the underscore followed by a unique tag or basket name. For example: GATHFWPR_Test	Up to 99 sections are allowed (db1, db2... db99). Each section referenced should have a corresponding section in Ftpfile32.ini. The section name must be a valid halFILE database name – aaaHFWdd where aaa is the application id and dd is the database id)
IntervalWait	120	number of seconds to wait after each cycle through all the sections.
FieldLeft	100	Capture server screen left position in pixels
FieldTop	100	Capture server screen top position in pixels
FieldWidth	5500	Capture server screen width in pixels
FieldHeight	100	Capture server screen height in pixels
OnePass	TRUE or FALSE	set to TRUE to make the program perform only one pass through the list of databases
QuietMode	TRUE or FALSE	If you are running from the halFILE Service Manager, set to TRUE to inhibit the display of forms
Debug	TRUE or FALSE	This logs detail statements to the log file for debugging purposes

The settings below refer to a single process and will be repeated for as many DB sections you have defined.		
[aaaHFWdd_bbb]		the first database section to process
Key Name	Key Value	Description
TargetBasket	<basket name>	The halFILE basket into which the images will be split. This must be a valid basket for the designated database
ImageFolder	<valid path>	the folder where source images that will be imported are placed
NoIndex	TRUE	Always TRUE for Ftpfile32.exe
DisableDatabas	TRUE or FALSE	DisableDatabase is set to 'TRUE' if you wish to have this database ignored by the Ftpfile32.exe process
NoBasket	TRUE or FALSE	set to TRUE if you want the images to be split and placed into a folder as designated by the NoBasketFolder parameter. Set to FALSE to import into the TargetBasket
NoBasketFolder	<valid path>	if NoBasket=TRUE then this parameter must be set to designate the basket to place the images into. The user must import the images into a halFILE basket manually.
ProcessAsText	TRUE or FALSE	indicates that source documents are to be treated as text files
BasketState	<basket state>	Value to set basket status after processing a file. 0 = scan-complete 2 = index complete
ProcessAsAssoc	TRUE or FALSE	indicates that source documents are to be treated as associated files
halFILE_Images	TRUE or FALSE	Indicates the source images are already stapled, halFILE Documents. Extensions are assumed to be the page number of the document in the form .001, .002 etc.
DeleteSourceDoc	TRUE or FALSE	set to TRUE to delete the text file after it is processed
RotateDegrees	0, 90, 180, 270	To rotate every image in this process by a certain degree, use this parameter. Values are: 0 = no rotation 90 = rotate 90 degrees clockwise 180 = rotate 180 degrees clockwise 270 = rotate 270 degrees clockwise
The following are some special setting not available for configuration by FtpFileConfig.exe. These are primarily used to process Text files that contain data to import. However, custom processing may be accomplished using these settings.		
PostProgram	\\halfile\hfpost.exe	%appl%;%doctype%;%filename% (the %appl% is replaced by the application, the %doctype% is replaced by the document type, the %filename% is replaced by the file name being processed)
UploadFolder	<valid path>	If an external process is run by the Capture Server to perform additional process, this location of the text files to process
UploadFileMask	*.txt	the mask used to select the text files in the UploadFolder to process
MoveSourceDoc	<valid path> example: \\halfile\weborder\%date%\	If set the source text file is moved to another location after it is processed. %date% is replaced by the current date in yyyyymmdd format

Starting and Stopping halFILE Capture Server

Standard Method

When the halFILE Capture Server is run as a program, you can start it by placing it into Windows Startup folder or by manually starting it. The program name is ftpfile32.exe. In prior version, you had to include the `-NOSERVICE` option when running it this way. With this release, you can run it without without the `-NOSERVICE` option.

To stop the halFILE Capture Server, press F10 twice. The next time the program cycles (based on the Interval Wait), it will unload.

Running Capture Server from halFILE

As noted above, you can set up halFILE to run ftpfile32.exe whenever a person goes in to index a selected basket. To do this you would first set up Ftpfile32.ini for the database and basket. Use a suffix as the basket name so, if the database was ATIHFWR and the basket was FTP, then set up a section named [ATIHFWTR_Ftp].

Then, to configure halFILE to run Ftpfile32.exe, you would place the following line in the database section in hfglobal.ini.

```
[ATIHFWTR]
IndexLoadExecute=f:\halfile\ftpfile32.exe -RUNTAG=%App1%HFw%DocType%_%Basket%
```

HalFILE will substitute %App1% with the application id, %DocType% with the database id and %Basket% with the basket name. So, if the Application Id was ATI and the database id was TR and the Basket was FTP then it will run f:\halfile\ftpfile32.exe -RUNTAG=ATIHFWTR_FTP which would run that section of Ftpfile32.ini.

Typically this would be used instead of the Service Process described above. It would import any documents found in the Image Folder and then load the first document in the basket for indexing.

Capture Server Command Line Switches

Ftpfile32.exe starts the halFILE Capture Service as a normal application
Ftpfile32.exe -NoService starts the halFILE Capture Service as a normal application
Ftpfile32.exe -RUNTAG=<ftpfile32.ini section name> runs the specified tag in Ftpfile32.ini

Notes

1. halFILE Capture Server requires a 32-bit Data Source to the halFILE database.
2. If the halFILE Capture Server fails to connect to the database, the DisableDatabase tag in Ftpfile32.ini is set to TRUE. You must correct the ODBC Data Source so the database connection can be successfully made and edit the Ftpfile32.ini and set the DisableDatabase tag back to FALSE.
3. When running as a service process through the halFILE Service Manager, turn QuiteMode=TRUE to ensure that the process will not lock up by attempting to show desktop forms.
4. Setting the StopService tag to TRUE is meant as an emergency way to stop the Windows Server Service.