BIT660

Data Archiving

COURSE OUTLINE

Course Version: 12
Course Duration:

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Typographic Conventions

American English is the standard used in this handbook.

The following typographic conventions are also used.

This information is displayed in the instructor's presentation	
Demonstration	
Procedure	
Warning or Caution	
Hint	
Related or Additional Information	
Facilitated Discussion	
User interface control	*Example text*
Window title	*Example text*

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Course Overview

TARGET AUDIENCE

This course is intended for the following audiences:

- Development Consultant
- Technology Consultant
- Data Consultant
- Developer
- Solution Architect
- System Administrator

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UNIT 1 Basic Principles of Data Archiving

Lesson 1: Explaining Data Archiving and Its Role in Your System

Lesson Objectives

After completing this lesson, you will be able to:

- Explain data archiving and Its role in your system
- Differentiate between data archiving and document storage

Lesson 2: Explaining The Data Archiving Process

Lesson Objectives

After completing this lesson, you will be able to:

- Describe the two-phase process of data archiving

Lesson 3: Explaining Server Configuration and Job Scheduling Options

Lesson Objectives

After completing this lesson, you will be able to:

- Describe the different server configuration options for the data archiving process

Lesson 4: Using the Archive Development Kit (ADK) and XML-Based Archiving

Lesson Objectives

After completing this lesson, you will be able to:

- Explain the central position of the Archive Development Kit (ADK)
- Explain XML- based archiving

Lesson 5: Explaining The Data Archiving Project

Lesson Objectives

After completing this lesson, you will be able to:

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- List the phases of an archiving project

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UNIT 2 The Archiving Object and its Customizing

Lesson 1: Explaining The Structure of an Archiving Object

Lesson Objectives
After completing this lesson, you will be able to:

- Explain the structure of an archiving object
- Describe the use of transactions SARA and AOBJ

Lesson 2: Customizing the File Names and Paths

Lesson Objectives
After completing this lesson, you will be able to:

- Maintain file names and file paths

Lesson 3: Performing Archiving-Object-Specific and Cross-Archiving-ObjectCustomizing

Lesson Objectives
After completing this lesson, you will be able to:

- Perform cross-archiving-object customizing
- Name possible variants in data archiving

Lesson 4: Performing Application-Specific Customizing

Lesson Objectives
After completing this lesson, you will be able to:

- Maintain document, account and index life for FI_DOCUMNT

Lesson 5: Performing the Customization of an External Storage System

Lesson Objectives
After completing this lesson, you will be able to:

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- Customize an external storage system
- Use the CMS since 4.6C

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UNIT 3 Assignment of Archivable Data to Archiving Objects

Lesson 1: Performing Database Analysis

Lesson Objectives

After completing this lesson, you will be able to:

- Perform database analysis

Lesson 2: Assigning Tables–Archiving Objects

Lesson Objectives

After completing this lesson, you will be able to:

- Assign an archiving object to a table
- Choose one suitable archiving object from several that can be assigned

Lesson 3: Explaining the Data Analysis Phase During the Data Archiving Project

Lesson Objectives

After completing this lesson, you will be able to:

- Describe dependencies between archiving objects

Lesson 4: Determining Appropriate Selection Criteria with TransactionTAANA

Lesson Objectives

After completing this lesson, you will be able to:

- Use transaction TAANA to determine appropriate archiving objects

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UNIT 4 Data Archiving Transaction SARA

Lesson 1: Planning and Doing Data Archiving

Lesson Objectives

After completing this lesson, you will be able to:

- Use functions of the transaction SARA
- Describe both sides of the authorization check

Lesson 2: Monitoring Data Archiving Processes

Lesson Objectives

After completing this lesson, you will be able to:

- Monitor archiving jobs
- Display and interprete logs
- Interprete data archiving statistics
- Describe the procedure for errors and restart scenarios

Lesson 3: Managing Archiving Sessions and Files

Lesson Objectives

After completing this lesson, you will be able to:

- Describe how management data is structured
- Archive management data

Lesson 4: Storing Archive Files

Lesson Objectives

After completing this lesson, you will be able to:

- Explain the storage of archive files

Lesson 5: Peforming the Conception and Implementation of a Data Archiving Project

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Lesson Objectives

After completing this lesson, you will be able to:

- Describe the meaning and the requirements of a long-term archiving plan

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UNIT 5 Archived Data Retrieval

Lesson 1: Accessing Archived Data

Lesson Objectives

After completing this lesson, you will be able to:

- List the options for accessing archived data
- Access archived documents using special read programs
- Use the reloadfunction in the context of accessing archived data

Lesson 2: Using the The Archive Information System

Lesson Objectives

After completing this lesson, you will be able to:

- Describe the components and the usage areas of the Archive Information System
- Create or adapt an archive information structure
- Search for a document directly using the Archive Information System and displaying it in a technical view

Lesson 3: Working with the Document Relationship Browser (DRB)

Lesson Objectives

After completing this lesson, you will be able to:

- Describe the use of the Document Relationship Browser (DRB)

Lesson 4: Explaining Data Archiving and Taxes

Lesson Objectives

After completing this lesson, you will be able to:

- Define and explain the purpose of the Data Retention Tool (DART)

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UNIT 6 Further Topics

Lesson 1: Explaining Further Topics

Lesson Objectives

After completing this lesson, you will be able to:

- Explain further topics

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