



In Core-CT 9.1 many Commitment Control reports will be created using PeopleSoft XML publisher (Process Type: BI Publisher).

The navigation used to run reports in Core-CT 9.1 is identical to that used in Core-CT 8.9. The report name, report description, and the steps to run the XML reports, are identical. However, the XML reports in Core-CT 9.1 must be viewed from the **Report Manager**. They cannot be viewed from the **View Log/Trace** page.

Process Scheduler Request Page

In Core-CT 9.1 the **Process Scheduler Request** page lists both Crystal reports (used in Core-CT 8.9) and XML reports—those with a **Process Type** of BI Publisher. Users should use the XML version of the reports rather than those associated with a **ProcessType** of Crystal. The Process Name of an XML report always contains an “X”.

The screenshot shows the 'Process Scheduler Request' page. At the top, it displays 'User ID: RoseWhite' and 'Run Control ID: DEPARTMENT'. Below this are input fields for 'Server Name', 'Run Date: 12/17/2012', 'Recurrence', 'Run Time: 5:29:54PM', and 'Time Zone'. A 'Reset to Current Date/Time' button is also present. The main section is a table titled 'Process List' with columns: Select, Description, Process Name, Process Type, Type, Format, and Distribution. Two rows are visible: 'List of Valid Funds' (Process Name: FIN0050-, Process Type: Crystal) and 'XMLP.List of Valid Funds' (Process Name: FSX0050, Process Type: BI Publisher). The second row is highlighted with a red border.

Select	Description	Process Name	Process Type	Type	Format	Distribution
<input type="checkbox"/>	List of Valid Funds	FIN0050-	Crystal	Web	PDF	Distribution
<input type="checkbox"/>	XMLP.List of Valid Funds	FSX0050	BI Publisher	Web	PDF	Distribution

Viewing XML Reports

After a report process has a **Run Status** of Success and a **Distribution Status** of Posted, use the **Go Back.. run control parameter** link (in this example the **Go back to Fund** link) to return to the run control parameters page for the report.

Process List Server List

Actions

User ID: Type: Last: 1 Days

Server: Name: Instance: to:

Run Status: Distribution Status: Save On Refresh

Select	Instance	Seq.	Process Type	Process Name	User	Run Date/Time	Run Status	Distribution Status	Details
<input type="checkbox"/>	456		BI Publisher	FSX0050	RoseWhite	12/17/2012 5:29:54PM EST	Success	Posted	Details

[Go back to Fund](#)

The **View Log/Trace** page accessed by clicking the **Details** link in the **Process List** grid and the **View Log/Trace** link on the **Process Detail** page does not contain the pdf of the report.

View Log/Trace

Report

Report ID: 5457143 Process Instance: 456 [Message Log](#)

Name: FSX0050 Process Type: XML Publisher

Run Status: Success

XMLP:List of Valid Funds

Distribution Details

Distribution Node: PRODRPTFTP Expiration Date:

File List

Name	File Size (bytes)	Datetime Created
AE FSX0050_456.log	440	12/17/2012 5:31:59.336989PM EST
AE FSX0050_456.trc	3,848	12/17/2012 5:31:59.336989PM EST

Distribute To

Distribution ID Type	*Distribution ID
User	RoseWhite

Click the **Report Manager** link on the run control parameters page (in this example the **Fund Code** page) to view a pdf of the report.

Fund Code

Run Control ID: DEPARTMENT Report Manager Process Monitor Run

Language: English

Report Request Parameters

SetID: STATE

As of Date: 11/01/2012

Click the **Administration** tab on the **Report Manager** page.

List Explorer Administration Archives

View Reports For

Folder: [v] Instance: [] to: [] Refresh

Name: [] Created On: [] Last [] 1 Days [v]

Report	Report Description	Folder Name	Completion Date/Time	Report ID	Process Instance
1 Report					

Click the link in the **Description** column of the **Report List** grid. The pdf of the report will open in a new window.

List Explorer Administration Archives

View Reports For

User ID: RoseWhite Type: [v] Last [v] 1 Days [v] Refresh

Status: [v] Folder: [v] Instance: [] to: []

Select	Report ID	Prce Instance	Description	Request Date/Time	Format	Status	Details
<input type="checkbox"/>	5457144	456	FSX0050 - FSX0050.pdf	12/17/2012 5:31:48PM	Acrobat (*.pdf)	Posted	Details