



# **Spooled Files Utility**

## **User's Manual**

© Copyright Leapstyle.com 2005.

**TABLE OF CONTENTS**

<b>CHAPTER 1: INSTALLATION .....</b>	<b>3</b>
SYSTEM REQUIREMENTS .....	3
CREATING IFS DIRECTORY .....	3
INSTALLATION METHODS: .....	3
<i>Method 1: Transfer file by using FTP.</i> .....	3
<i>Method 2: Transfer file by using iSeries Navigator.</i> .....	3
<i>Method 3: Transfer file by using a Map Network Drive.</i> .....	4
SPU MAIN MENU .....	4
SYSTEM VALUES MAINTENANCE.....	4
NETSERVER FILE SHARE .....	6
<b>CHAPTER 2: GETTING STARTED.....</b>	<b>7</b>
MOUSE SETTINGS .....	7
MAP A NETWORK DRIVE .....	7
HOW TO ENROL USER PROFILES .....	9
INPUT FIELDS DESCRIPTION.....	9
<b>CHAPTER 3: BASIC MOUSE NAVIGATION.....</b>	<b>11</b>
MAIN MENU NAVIGATION.....	11
WORK WITH DISPLAYS NAVIGATION.....	11
<b>CHAPTER 4: ARCHIVING SPOOLED FILES.....</b>	<b>12</b>
INTERACTIVE ARCHIVE .....	12
BATCH ARCHIVE OUTPUT QUEUE .....	12
AUTO ARCHIVE SPOOLED FILES .....	12
<b>CHAPTER 5: COMMANDS IN SPU.....</b>	<b>13</b>
MENU COMMANDS:.....	13
<i>SPUALL</i> .....	13
<i>SPUGROUP</i> .....	13
<i>SPUARCHIVE</i> .....	13
API COMMANDS:.....	13
<i>ARCHIVE</i> .....	13
<i>PURGE</i> .....	13

# Chapter 1: Installation

---

## System requirements

Spooled File Utility requires OS/400 V5R3M0 or later.

## Creating IFS Directory

An IFS directory path must be created on the iSeries for file transfer method 2 and method 3. Logon to the iSeries and create an IFS directory by typing the following commands:

1. MD DIR('Leapstyle')
2. MD DIR('Leapstyle/spu')

## Installation Methods:

If you have downloaded the SPUzip version, you must unzip it before uploading to your AS/400, and then select one of the following methods of transfer below:

### Method 1: Transfer file by using FTP.

1. Create user profile LEAPSTYLE and then logon
2. CRTSAVF FILE(QGPL/SPUsavf) and press Enter, then
3. Open MS-DOS window on your PC
4. Type **ftp**
5. Type **lcd c:\xxx** where directory **xxx** containing the SPUsavf
6. Type **open xxx.xxx.xxx.xxx** (IP address of your AS/400)
7. Enter user id and password
8. Type **bin**
9. Type **cd QGPL**
10. Type **put SPUsavf**
11. Type **quit**
12. On the iSeries command line type the following command, then press enter

```
RSTLIB SAVLIB(SPULIB) DEV(*SAVF) SAVF(QGPL/SPUsavf) RSTLIB(*SAVLIB)
```

### Method 2: Transfer file by using iSeries Navigator.

1. Logon to iSeries Navigator
2. Select **File systems**
3. Select **Integrated File System**
4. Select **Root**, the **Leapstyle** directory should be showing in the window
5. Minimize Window Explorer and Navigator so that you can see both windows
6. Drag and drop file SPUsavf into **Leapstyle/SPU**

7. Logon to the iSeries as LEAPSTYLE and enter the following commands:

- a. CRTSAVF FILE(QGPL/SPUsavf)
- b. CD /
- c. CPYFRMSTMF FROMSTMF('Leapstyle/SPU/SPUsavf')  
TOMBR('QSYS.LIB/QGPL.LIB/SPUsavf.FILE') MBROPT(\*REPLACE)
- d. RSTLIB SAVLIB(SPULIB) DEV(\*SAVF) SAVF(QGPL/SPUsavf)  
RSTLIB(\*SAVLIB)

### Method 3: Transfer file by using a Map Network Drive

1. logon to iSeries Navigator
2. Select **File systems**
3. Select **Integrated File System**
4. Select **Root then Leapstyle**
5. Right-click on SPU
6. Select **Sharing**, then **New Share...** and click OK
7. Select **File Shares**
8. Right-click **SPU** and select **Map Network Drive...** then click Ok to finish.
9. Open Window Explorer then drag & drop SPUsavf into **Leapstye/SPU**
10. Logon to the iSeries as LEAPSTYLE and enter the following commands:
  - a. CRTSAVF FILE(QGPL/SPUsavf)
  - b. CD /
  - c. CPYFRMSTMF FROMSTMF('Leapstyle/SPU/SPUsavf')  
TOMBR('QSYS.LIB/QGPL.LIB/SPUsavf.FILE') MBROPT(\*REPLACE)
  - d. RSTLIB SAVLIB(SPULIB) DEV(\*SAVF) SAVF(QGPL/SPUsavf)  
RSTLIB(\*SAVLIB)

### SPU main Menu

When you have successfully installed SPU on your AS/400, logon as LERAPSTYLE or SPUADM (create them as necessary) and type **spulib/spumenu** on the command line, then press enter. The SPU main menu appears as shown below:

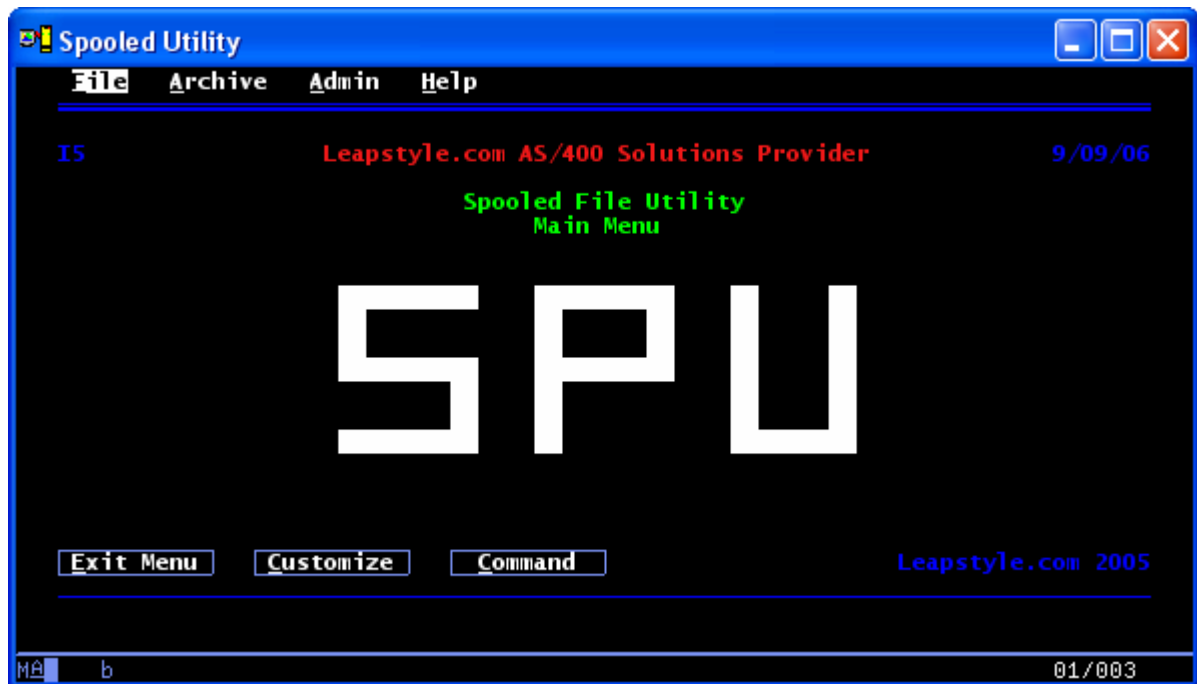
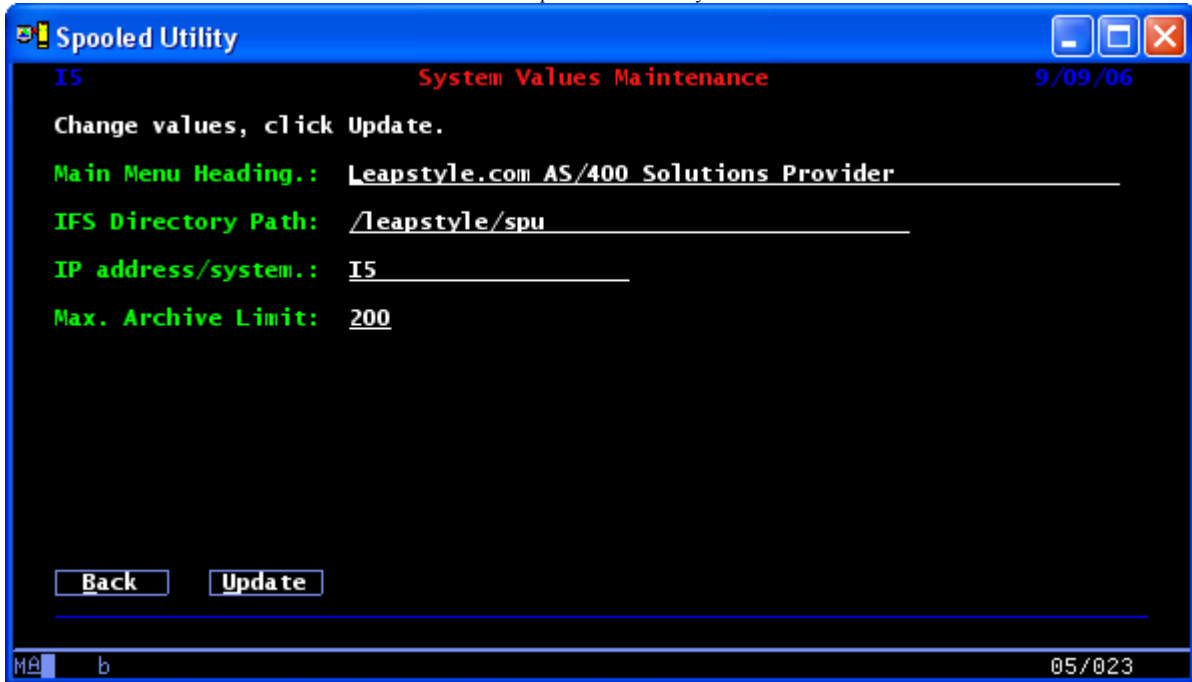


Figure 1 SPU Main Menu

### System Values Maintenance

System values maintenance allows you to setup the system default values which must be done after installation. Select **System Values Maintenance** in **Admin** menu, the **System Values Maintenance** screen appears as shown below:



**Figure 2 System Values Maintenance**

Input the following fields then press Update to save and exit:

- **Main Menu Heading**  
Input your SPU main menu title, i.e. Company name
- **IFS Directory**  
Allows users to copy and store spooled files as pc files. A directory with the user profile name is created for each user who is enrolled on the **Spooled File System**.

The default IFS Directory should be **/Leapstyle/spu** as shown above. Create the path by typing the following commands as follow:

1. MD DIR('Leapstyle')
2. MD DIR('/Leapstyle/spu')

As an initial setup process, four default directories for QSECOFR and QSYSOPR must be created as follow:

1. Type MD DIR('Leapstyle/spu/QSECOFR'), press enter
2. Type MD DIR('Leapstyle/spu/QSYSOPR'), press enter.
3. Type MD DIR('Leapstyle/spu/LEAPSTYLE'), press enter.
4. Type MD DIR('Leapstyle/spu/SPUADM'), press enter.

**Note:** The system will automatically create the user's directory if you enrol a user by using the option **Work with User Profiles** function in SPU.

- **IP address /system**  
Allows users to see and map their IFS directory to a map network drive, input your AS/400 name or enter its IP address. i.e. 192.168.0.1
- **Max. Archive Limit**  
Allows you to set the maximum number of spooled files that can be archived in one interactive selection

## NetServer File Share

To allow users to map their network drives, you must setup NetServer File Share. Obtain the correct logon to open iSeries Navigator, then do the followings:

1. Open iSeries Navigator
2. Select **File Systems**
3. Double clicks on **File shares**, the screen as shown in Figure 3 appears.

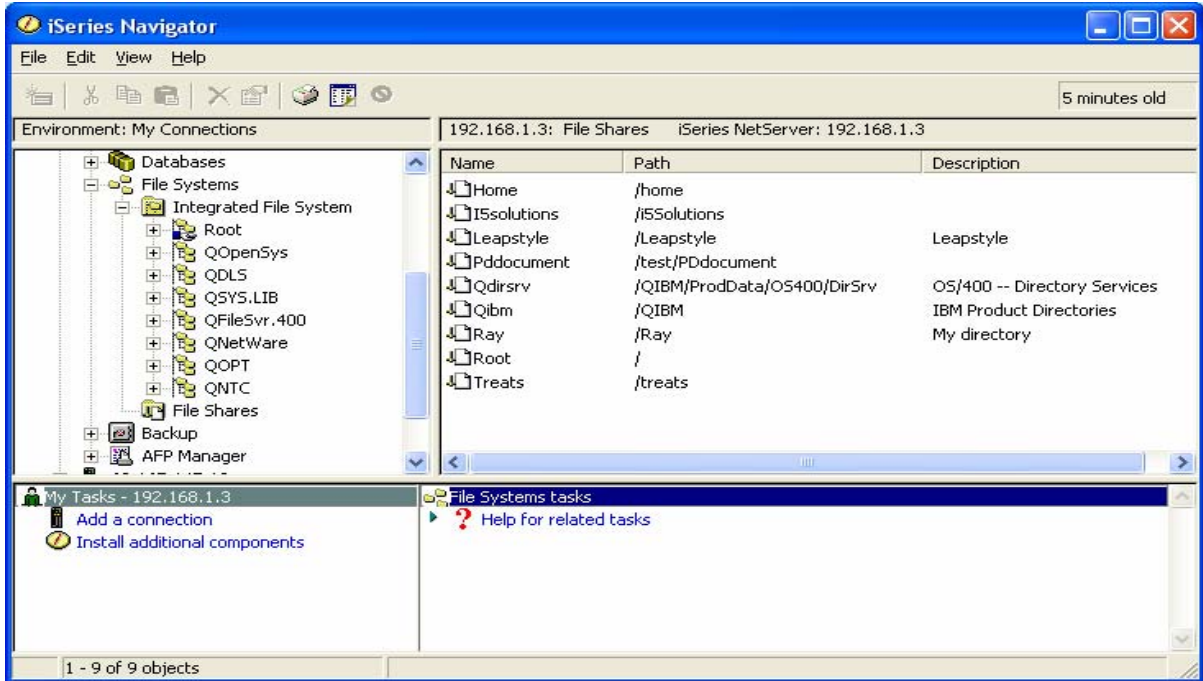


Figure 3 NetServer File Share

To share directory Leapstyle, do the followings:

1. Locate and right click on **Leapstyle** then click on **Properties**
2. Change the properties as shown in Figure 4 below then click OK to finish

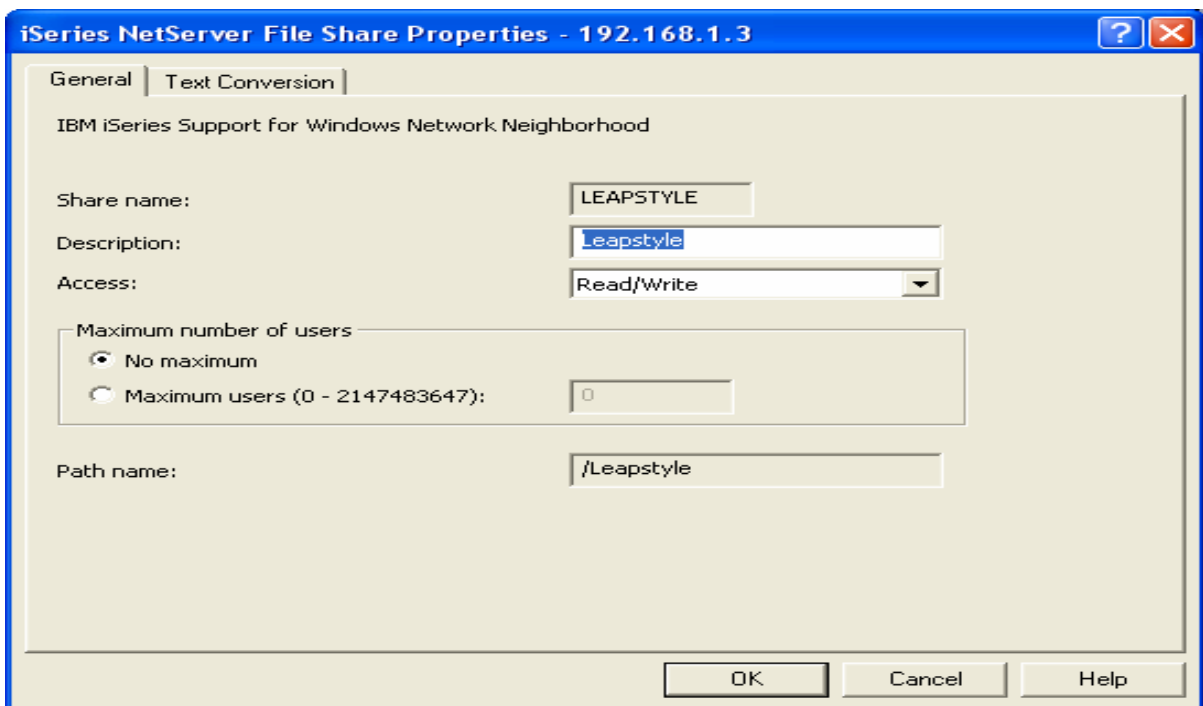


Figure 4 Share directory

## Chapter 2: Getting started

---

### Mouse Settings

Hotspots setup allows mouse buttons to be configured for use in SPU. Left and right mouse buttons can be used in SPU to select buttons and list items.

To setup mouse buttons clicks in Client Access, do the followings:

1. Select **Edit**, then **Preferences** and click on **Hotspots**
2. Setup your Hotspots as shown in Figure 5 below
3. Click OK to finish

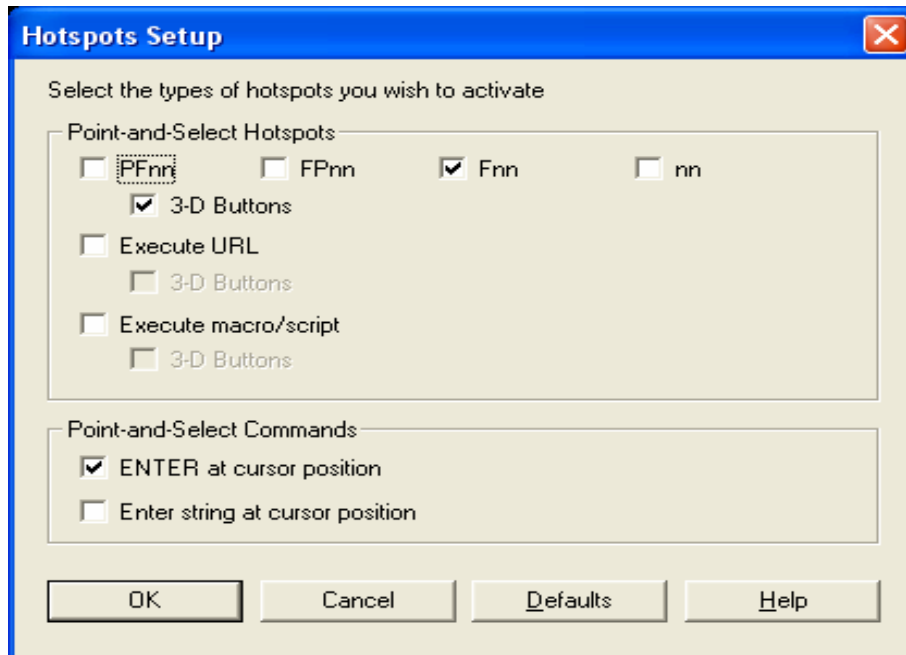


Figure 5 Setting up Hotspots

### Map a Network Drive

To open spooled files on-the-fly with PDF, Notepad, or Word pad, a map network drive must be configured to map the default path **Leapstyle/SPU/user id** to the IFS directory on the AS/400. (**userid** is your AS/400 user profile id.).

When the **Work with Spooled Files** is selected, SPU always asks you to verify that your map network drive is connected and active as shown in Figure 6 below.

To map a network drive to your IFS directory on the AS/400 you must enter the information on the map network drive in Figure 7 the same as shown in the verifying message in Figure 6 below.

For example, if the verifying message is:

**Verify Map Drive S:\\I5\\leapstyle\\spu\\QSECOFR is connected.**

Then you must enter the same as in Figure 7:

1. Drive : **S**
2. Folder: **\\I5\\leapstyle\\spu\\QSECOFR**

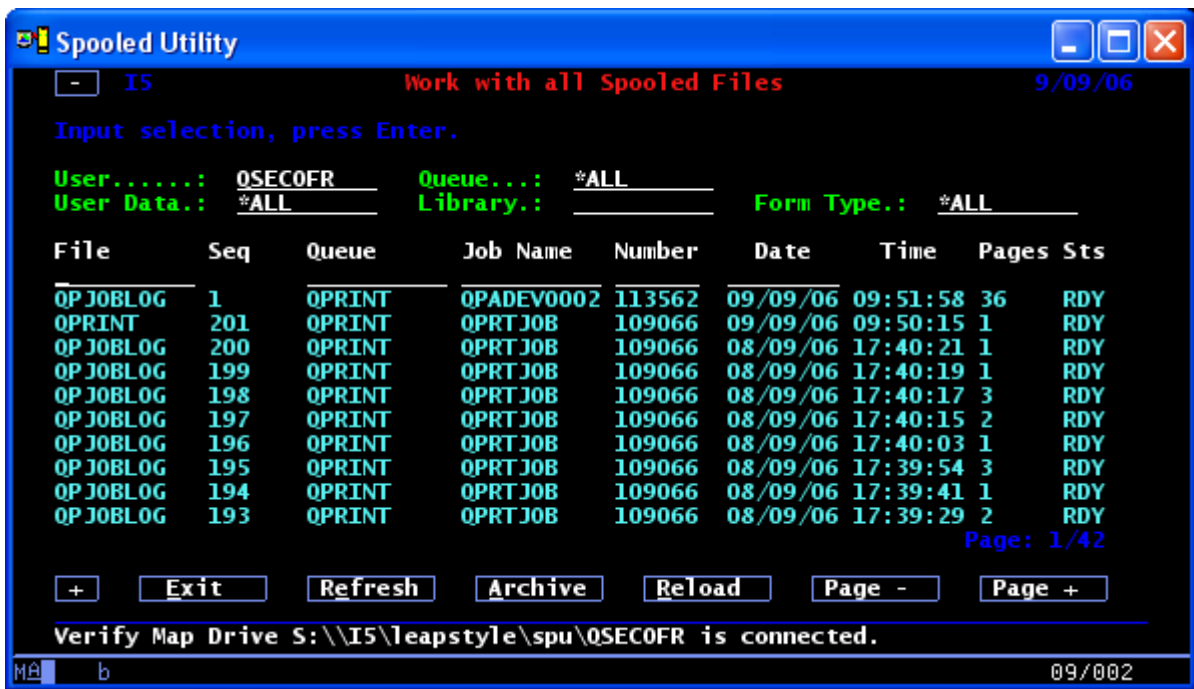


Figure 6 Work with all Spooled Files

To map the network drive, do the followings:

1. Start Window Explorer
2. Select **Map Network Drive** in **Tools** menu
3. Input the folder details as shown in Figure 5 below
4. Click Finish when done. You may have to enter your AS/400 user profile and password to connect.

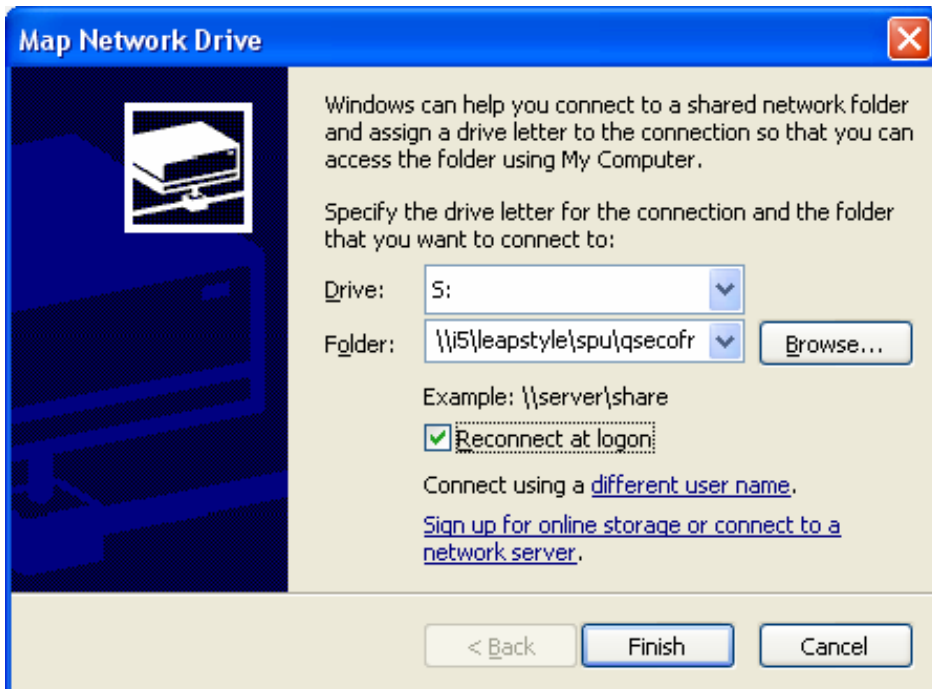


Figure 7 map network drive

**Note:** The drive letter and the folder path must be the same as shown in Figure 6 above.

## How to enrol user profiles

To enrol a user profile, select **Work with User Profiles** in menu **Admin**, then press F6 or click Create. Type in the User Profile and press enter. The default values for the NEWUSER are displayed as shown in Figure 8 below.



Figure 8 Enroll new user profile

## Input fields description

### Profile Type

Select User or Administrator, an Administrator authorized to all menu options.

### Profile Status

Check box to disable user profile

### User Options:

1. **Allow User to access Command Entry**  
Check to authorize user access to the command entry line.
2. **Display Screens in Enhanced Display Mode**  
When option box is unchecked, all screens will be displayed in non-enhanced display mode.
3. **Create PC files by using UserId.extension**  
When this option box is checked, the system will only create three PC files in the user's IFS directory as follow:
  - a. Userid.pdf (The last spooled file opened with PDF)
  - b. Userid.txt (The last Spooled file opened with Notepad)
  - c. Userid.rtf (The last spooled file opened with Wordpad)

For example, when the user profile opens a spooled file with PDF, the current Userid.pdf file will be replaced.

If the option box is unchecked, unlimited number of files can be created in the user's IFS directory.

For example, if the user profile opens the spooled file QPJOBLOG with PDF then the file QPJOBLOG.pdf will be created and so on for each and every spooled file opened.

4. Display errors and pause after opening PC files  
When this option is checked, user will be able to view error message in the command prompt window as shown below:

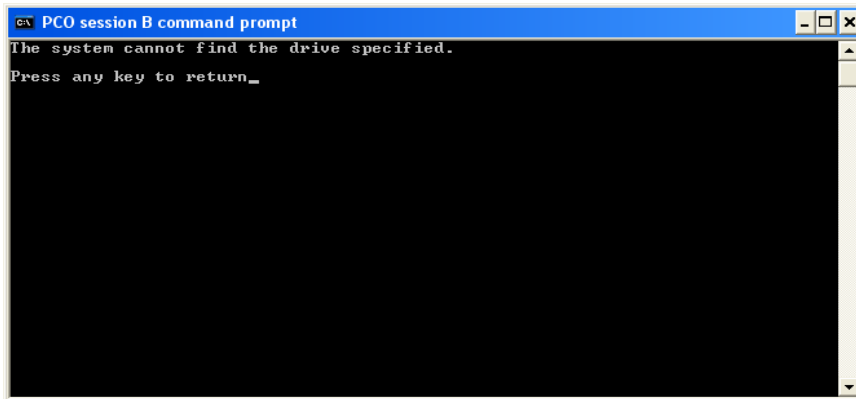


Figure 9 Map network drive setup error

**Note:** the command prompt window must be manually closed after each opening of the PC file. To allow the system to close the command prompt window automatically, this option must be unchecked.

### Archive System

The user's default personal archive system, created by SPU

### IFS Directory

IFS directory where the last opened PC file used to view the spooled file is stored.

### Map Network Drive

Default drive letter and folder to map to the user's IFS directory on the AS/400

# Chapter 3: Basic Mouse Navigation

## Main Menu Navigation

To navigate around the main menu just point and click with the mouse's left button.

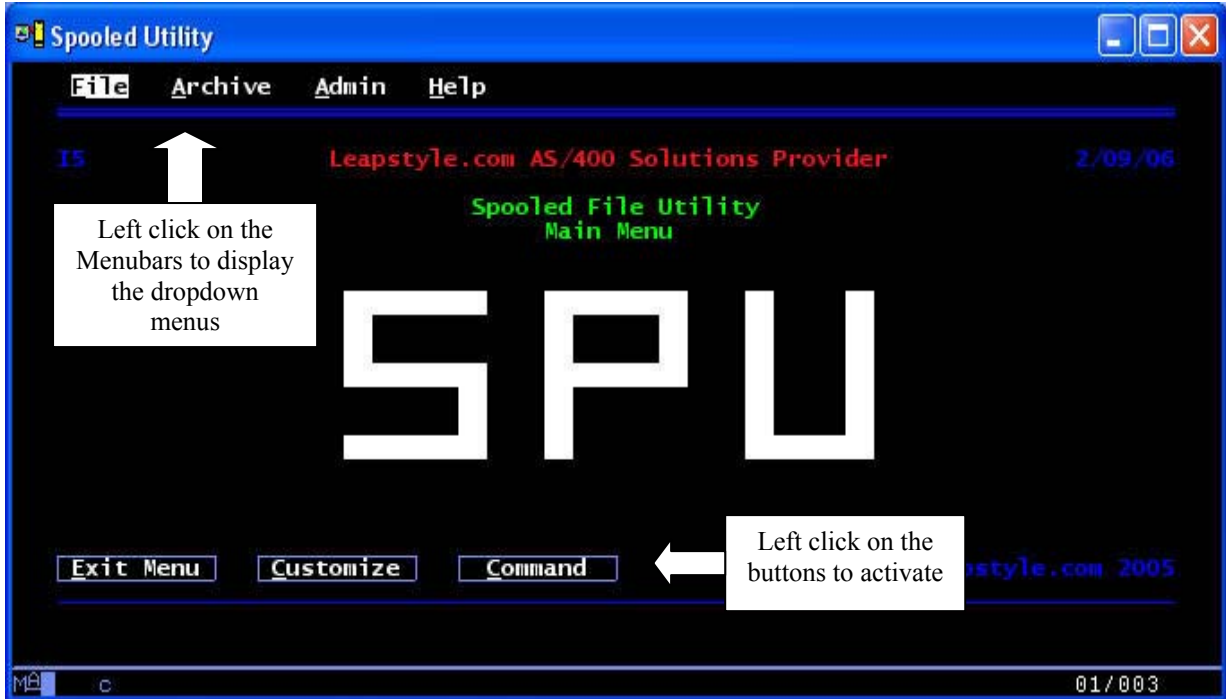


Figure 10 Main menu Navigation

## Work with Displays Navigation

All Work with displays share the same basic navigation. To select an item, point on the item and right click, a window of options will be displayed.

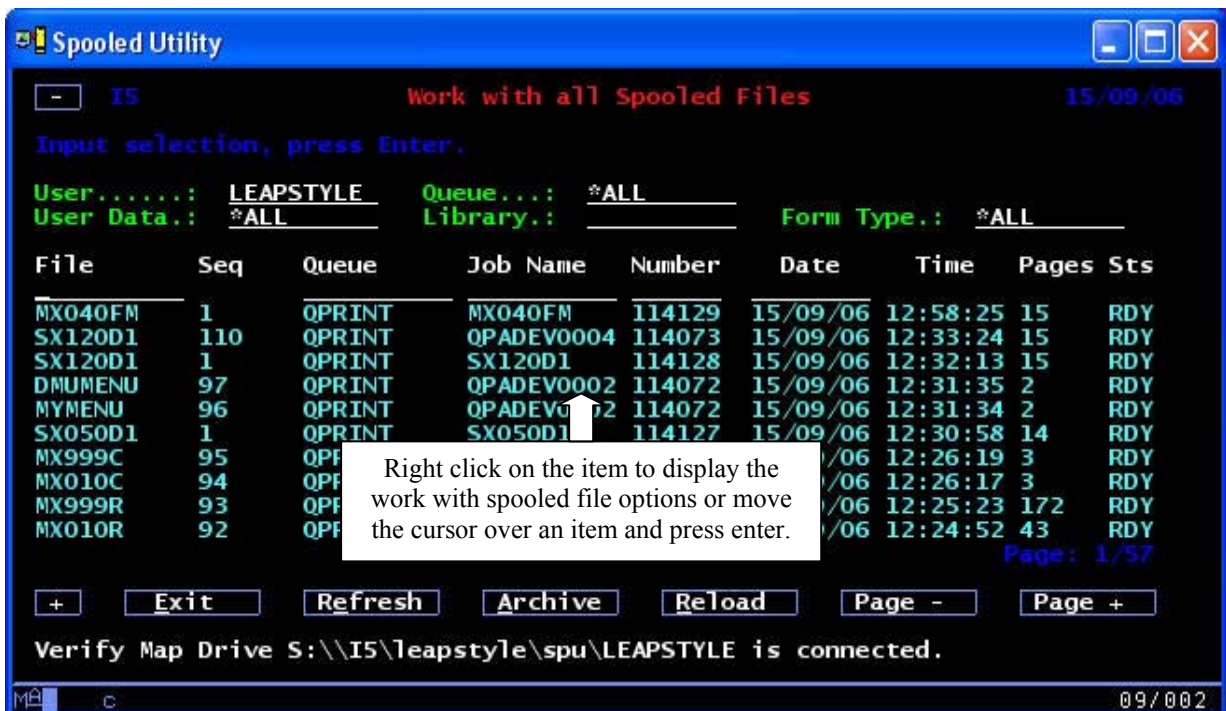


Figure 11 Work with Displays Navigation

## Chapter 4: Archiving Spooled Files

### Archive Spooled Files

You can archive one or to a maximum number of spooled files as specified in the system values settings as follow:

1. Select option Archive selected spooled file
2. Click Archive button, if the number of spooled files exceed the maximum allowed, then use filter to reduce the number of spooled files and click Archive button again.

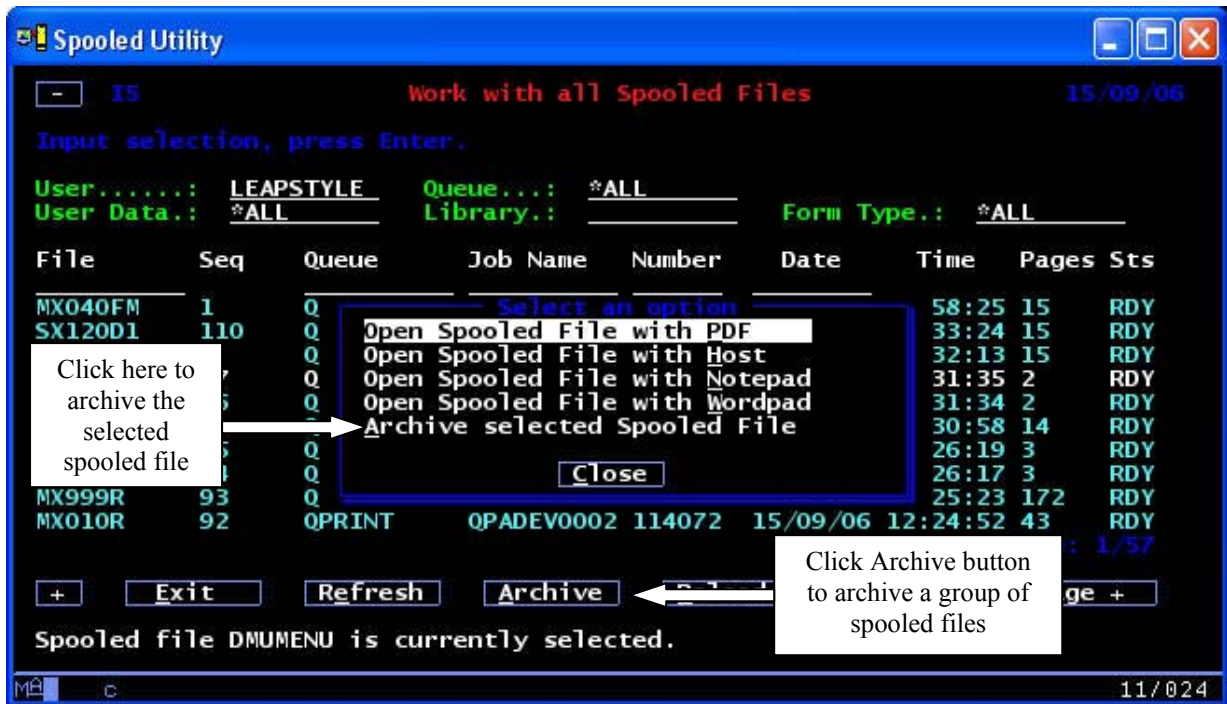


Figure 12 Archiving spooled files

### Archive Spooled files in Batch

To submit a job in batch to archive spooled files in a particular output queue, do the followings:

1. Select Archive Spooled Files in menu Archive (required authority)
2. Input archive details, then click Submit.

You can submit as many jobs to batch as required.

### Auto Archive Spooled Files in Batch

To setup automatic archive in you organization, The API ARCHIVE has two parameters and can be setup as part of your end of day processing:

1. To archive all spooled file in the system use the following command

Call ARCHIVE('ArchiveSystemName' '\*ALL')

```
EntryPlists PR ext
inASID 10A
inUSER 10A
```

inOutQ	20A
inUDATA	10A
inFTYPE	10A

2. To archive all spooled files in an output queue use the following command:

Call ARCHIVE('ArchiveSystemName' 'OutQName LibraryName')

## Chapter 5: Commands in SPU

---

### **Menu Commands:**

#### **SPUALL**

Allows users to access the **Work with Spooled Files** menu option

#### **SPUGROUP**

Allows users to access the **Work with Spooled Files Groups** menu option

#### **SPUARCHIVE**

Allows users to access the **Work with Archived Spooled Files** menu option

### **API Commands:**

#### **ARCHIVE**

API has two parameters:

- Parameter 1: Specify the Archive system name
- Parameter 2: Specify the output queue and follow by the library name they must be separated by a space. Specify \*ALL to archive all output queues

#### **PURGE**

API has one parameter, which allows up to 5 archive systems to be purged. Specify the Archive systems and separated them by a space. Spooled files are purged according to the retention period as setup in the **System Values Maintenance** menu option.