

Oracle® Fusion Middleware

Administering Oracle WebCenter Capture

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Documentation for Oracle WebCenter Capture administrators that describes how to configure, administer, and monitor a Capture environment.

Oracle Fusion Middleware Administering Oracle WebCenter Capture, 11g Release 1 (11.1.1)

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Primary Author: Sonia Nagar

Contributing Author: Sarah Howland

Contributor: Oracle WebCenter Capture development, product management, and quality assurance teams

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Preface

This guide describes how to administer Oracle WebCenter Capture using Oracle Enterprise Manager, including how to start and stop Oracle WebCenter Capture, how to monitor key performance metrics, how to configure the Capture system, and how to configure and view log files.

Audience

This document is intended for administrators whose task is the installation and configuration of Oracle WebCenter Capture. Oracle WebCenter Capture administrators are also responsible for creating Capture users and groups, monitoring and troubleshooting Oracle WebCenter Capture issues, and configuring log files.

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Related Documents

For more information, see the following documents in the Oracle WebCenter Capture documentation set:

- *Oracle Fusion Middleware Managing Oracle WebCenter Capture*
- *Oracle Fusion Middleware Using Oracle WebCenter Capture*
- *Oracle Fusion Middleware Developing Scripts for Oracle WebCenter Capture*

Conventions

The following text conventions are used in this document:

Convention	Meaning
boldface	Boldface type indicates graphical user interface elements associated with an action, or terms defined in text or the glossary.
<i>italic</i>	Italic type indicates book titles, emphasis, or placeholder variables for which you supply particular values.
monospace	Monospace type indicates commands within a paragraph, URLs, code in examples, text that appears on the screen, or text that you enter.

Capture System Administration Overview

This chapter provides a general introduction to Oracle WebCenter Capture system administration, including an introduction to Oracle WebCenter Capture, workspaces, system administrator and user roles, and typical system administrator tasks.

This chapter includes the following sections:

- [Section 1.1, "About Oracle WebCenter Capture and Workspaces"](#)
- [Section 1.2, "About System Administrator and User Roles"](#)
- [Section 1.3, "System Administrator Tasks"](#)

1.1 About Oracle WebCenter Capture and Workspaces

Oracle WebCenter Capture provides scalable document capture focused on process-oriented imaging applications and image-enabling enterprise applications. With a web interface for centralized or distributed environments, Capture streamlines the capture process for paper and electronic documents. It is fully integrated with Oracle WebCenter Content: Imaging and Oracle WebCenter Content to provide organizations with one system to capture, store, manage, and retrieve their mission critical business content.

A Capture workspace represents a complete capture system, providing a centralized location for metadata, configuration profiles, and physical data for a particular environment. Workspace managers configure and manage workspaces they have been granted access to and control others' access to the workspace.

Oracle WebCenter Capture provides a central configuration console, called the Oracle WebCenter Capture Workspace Console, in which workspace managers create and manage workspaces and their elements for use throughout Capture. For example, workspace managers create metadata fields, choice lists, and database lookups in the console, then use them in multiple areas in Capture, such as client profiles and processor jobs.

The Capture client is the end-user application that a knowledge worker or production user uses to create batches using scanners or document files imported from the user's system. The client is also used to index documents (apply metadata values).

For more information on workspaces and their usage, see "Capture Workspaces Overview" in *Oracle Fusion Middleware Managing Oracle WebCenter Capture*.

1.2 About System Administrator and User Roles

Capture provides the following user and administrator roles, each with varying access and privileges:

- **System Administrators** provide high level configuration, administration, and monitoring of the Capture environment. System administrators are typically responsible for the following tasks:
 - Installing Oracle WebCenter Capture
 - Configuring Capture
 - Creating Capture users and groups
 - Assigning users from the LDAP domain to the various Capture application roles (CaptureUser, CaptureWorkspaceManager, and CaptureWorkspaceViewer)
 - Monitoring and troubleshooting Capture issues
- **Capture Workspace Managers** have control of the workspaces they create and to those workspaces to which they have been granted access. They can add, edit, copy, and delete workspaces. Capture workspace management is covered in *Oracle Fusion Middleware Managing Oracle WebCenter Capture*. To access workspaces, system administrators must be assigned the workspace administrators group.
- **Capture Workspace Viewers** have read-only access to workspaces to which they have been granted access. For example, support personnel might be granted this privilege in order to review workspace configurations such as client profiles and processor jobs for troubleshooting. Workspace viewers cannot make changes to workspaces.
- **Capture Users** have client access to workspaces to which they have been granted access. Users are further granted access to specific client profiles. Capture user information is covered in *Oracle Fusion Middleware Using Oracle WebCenter Capture*. Any user that needs access to the client needs to be assigned the CaptureUser role in Oracle Enterprise Manager.
- **Developers** who write customization scripts for use in Capture components may either be granted the workspace manager role or they may provide scripts to workspace managers who load, reference, and test them in Capture components. Information on developing scripts for Capture is provided in *Oracle Fusion Middleware Developing Scripts for Oracle WebCenter Capture*.

See [Section 3.3](#) for more information on how to create Capture users and assign roles to them.

1.3 System Administrator Tasks

The following provides a summary of the steps to initially configure and monitor an Oracle WebCenter Capture system environment:

1. Install and perform initial configuration of Oracle WebCenter Capture, as described in *Oracle Fusion Middleware Installing and Configuring Oracle WebCenter Content*.
 - Use Enterprise Manager to make changes to system settings. See [Section 3.2](#).
 - Use Enterprise Manager to assign LDAP users and groups to Capture application roles. See [Section 3.3.2](#).
 - Use the Oracle WebLogic Server Administration Console to manage data sources for database choice lists and database lookups. For more information about JDBC data sources, see *Oracle Fusion Middleware Configuring and Managing JDBC Data Sources for Oracle WebLogic Server*.

2. Apply SSL security to the website. See [Section 3.3.4](#).
3. Monitor the Capture environment and manage log and audit files. See [Chapter 4](#).

Getting Started Administering Capture

This chapter describes the initial steps you need to take to administer Oracle WebCenter Capture. It includes information on how to access Capture functions using Oracle Enterprise Manager and the Oracle WebLogic Server Administration Console.

This chapter includes the following sections:

- [Section 2.1, "Initial Steps to Begin Administering Capture"](#)
- [Section 2.2, "Starting Capture Functions in Enterprise Manager"](#)
- [Section 2.3, "Starting Capture Functions in the WebLogic Server Console"](#)
- [Section 2.4, "Starting and Stopping Oracle WebCenter Capture"](#)
- [Section 2.5, "Using Oracle Enterprise Manager Help"](#)

2.1 Initial Steps to Begin Administering Capture

The user account that installs and configures Capture is given full administrative permissions to manage Capture through Oracle Enterprise Manager. This system administrator can give permissions to access the system to others.

Use the following tools to administer Capture:

- Use Oracle Enterprise Manager Fusion Middleware Control to configure system settings, monitor the overall Capture environment, and assign security roles. For more information, see the Enterprise Manager documentation.
- Use Oracle WebLogic Server Administration Console to manage database connections for database lookups, and manage users and groups. For more information, see the Oracle WebLogic Server documentation.
- Use the Oracle WebLogic Scripting Tool (WLST), a command-line scripting tool, to create, manage, and monitor Oracle WebLogic Server domains. You can use WLST commands to configure Capture parameters, review log files, and more. For more information on using WLST, see *Oracle Fusion Middleware WebLogic Scripting Tool Command Reference*.

2.2 Starting Capture Functions in Enterprise Manager

Oracle Enterprise Manager Fusion Middleware Control is a browser-based management application that is deployed when you install Oracle WebCenter. From Oracle Enterprise Manager, you can monitor and administer a farm (such as one containing Oracle WebCenter and Oracle WebCenter applications).

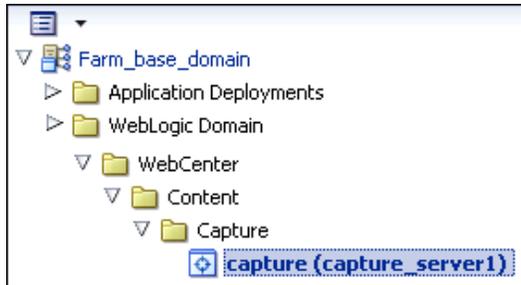
To navigate to Oracle WebCenter Capture pages in Oracle Enterprise Manager:

1. Enter the Oracle Enterprise Manager Fusion Middleware Control URL, which includes the name of the host and the port number assigned to Oracle Enterprise Manager during the installation. The following shows the format of the URL.

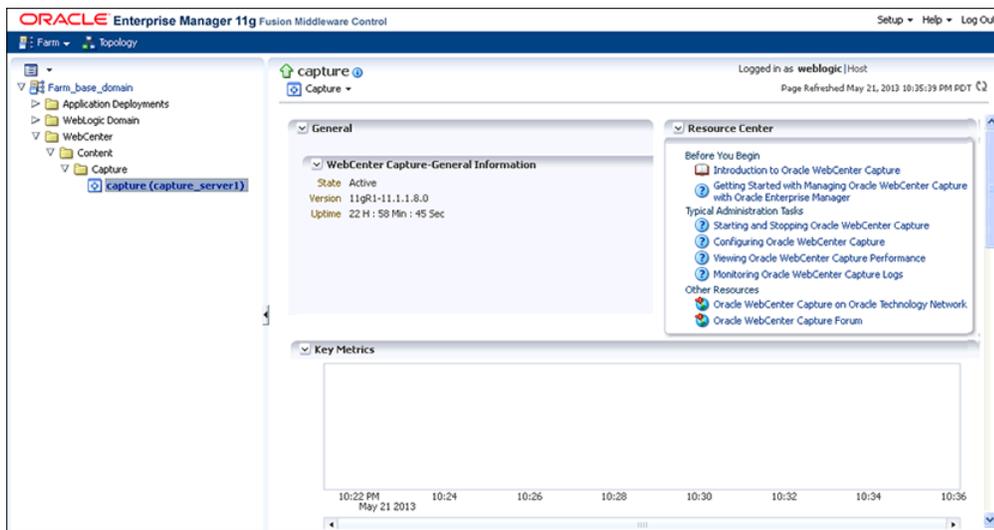
`http://hostname.domain:port/em`

The port number is the number of the Administration Server of Oracle WebLogic Server. By default, the port number is 7001.

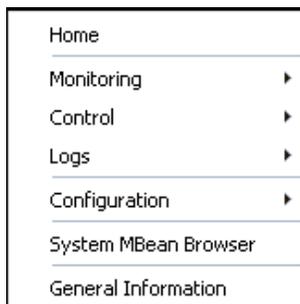
2. Enter the system administrator user name and password, and click **Login**.
3. From the navigation pane, expand the farm and then **WebCenter**, select **Content**, then **Capture**, and then select the capture server component.



The WebCenter Capture home page displays.



4. Click **Capture** in the right pane to display the **Capture Server** menu.



The following table lists all the configuration parameters that you can set in this page.

Table 2–1 Capture Server Menu Options

Menu Option	Description
Home	Use this option to navigate to the Oracle WebCenter Capture home page. See Section 4.3 .
Monitoring	Use this option to monitor key metrics for the Oracle WebCenter Capture system. See Chapter 4 .
Control	Use this option to start or stop the Oracle WebCenter Capture application deployed on the server. Section 2.4 .
Logs	Use this option to view the logs or to control the log level. See Chapter 5 .
Configuration	Use this option to change the system configuration and manage client bundles. See Chapter 3 .
System MBean Browser	The System MBean Browser lists all the configured, runtime and application defined MBeans. Use this option to access the attributes of the MBeans and to perform operations on them. Section 3.4 .
General Information	Use this option to view basic information about the Oracle WebCenter Capture server.

2.3 Starting Capture Functions in the WebLogic Server Console

The Oracle WebLogic Server Administration Console is a browser-based user interface that you use to manage a WebLogic Server domain.

The Administration Server hosts the Administration Console, which is a Web application accessible from any supported Web browser with network access to the Administration Server Managed Servers host applications.

To navigate to Oracle WebCenter Capture functions in WebLogic Server:

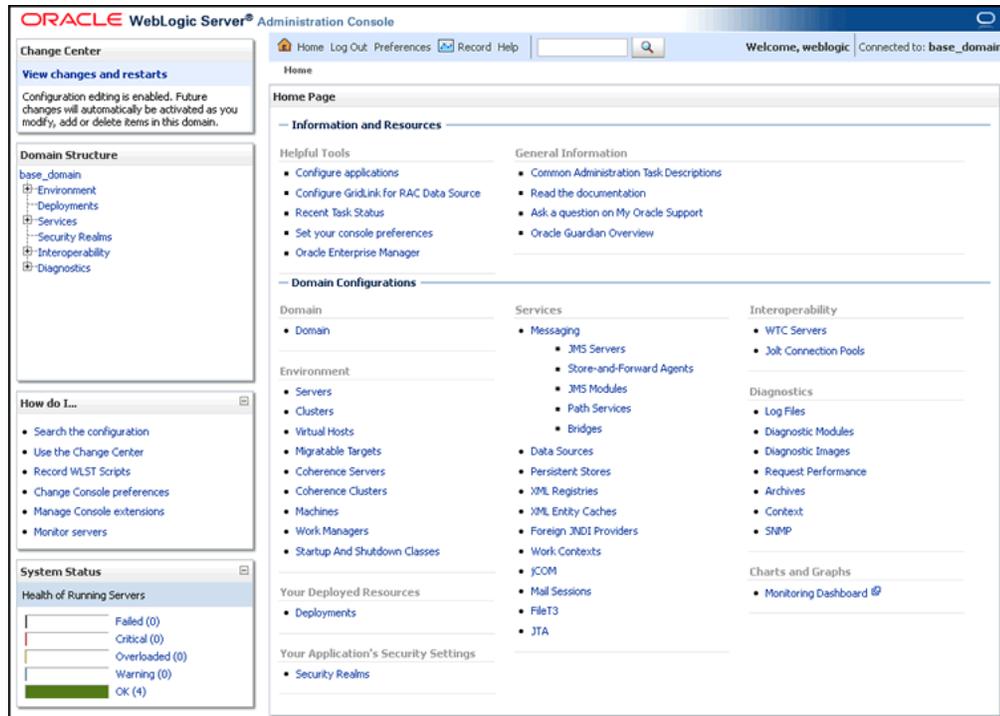
1. Enter the WebLogic Server URL, which includes the name of the host and the port number assigned to WebLogic Server during the installation. The following shows the format of the URL.

```
http://hostname.domain:port/console
```

The port number is the number of the Administration Server of Oracle WebLogic Server. By default, the port number is 7001.

2. Enter the system administrator user name and password and click **Login**.
3. From the navigation pane, expand the farm and then WebLogic Domain, and select the capture_domain component.

The Capture domain page displays.



4. In the WebLogic Server Administration Console, you can do the following:
 - Manage the Capture environment including servers, clusters, virtual hosts, and work managers. For more information, see *Oracle Fusion Middleware Administrator's Guide*.
 - Manage database connections for database lookups. For more information about managing database connections, see *Oracle Fusion Middleware Configuring and Managing JDBC Data Sources for Oracle WebLogic Server*.

2.4 Starting and Stopping Oracle WebCenter Capture

To start or stop Oracle WebCenter Capture from Oracle Enterprise Manager:

1. Log in to Oracle Enterprise Manager using the steps listed in [Section 2.2](#).
2. Click **Capture** in the right pane to display the Capture menu options.
3. To start or stop Oracle WebCenter Capture, select **Control** and then **Start** or **Shut Down**.

2.5 Using Oracle Enterprise Manager Help

At any time while using the Oracle Enterprise Manager Fusion Middleware Control, you can use the links available in the Resource Center on the Capture home page to get help on typical system administrator tasks.



The Resource Center provides information in the following categories:

- **Before You Begin** – Lists topics that provide an introduction to Capture and how to get started administering Capture using Oracle Enterprise Manager.
- **Typical Administrator Tasks** – Lists topics related to typical administrator tasks such as starting and stopping Capture, configuring Capture, viewing Capture performance metrics, and configuring and viewing Capture log files.
- **Other Resources** – Contains the following links:
 - Oracle WebCenter Capture on Oracle Technology Network
 - Oracle WebCenter Capture Forum

Configuring Capture

This chapter describes the configuration options available to an Oracle WebCenter Capture administrator and how they are accessed.

This chapter includes the following sections:

- [Section 3.1, "Overview of Configuring Oracle WebCenter Capture"](#)
- [Section 3.2, "Managing Capture Settings in Enterprise Manager"](#)
- [Section 3.3, "Managing Users and Security"](#)
- [Section 3.4, "Browsing Capture MBeans"](#)

3.1 Overview of Configuring Oracle WebCenter Capture

System administrators use Oracle Enterprise Manager functions for:

- Making changes to the Capture system configuration. See [Section 3.2.1](#).
- Monitoring the overall Capture system on the Performance Summary page. See [Section 4.2.2](#).
- Starting and stopping the Capture server. See [Section 2.4](#).
- Changing logging levels. See [Section 5.3](#).
- Searching and viewing logs. See [Section 5.2](#).
- Receiving and viewing notification of critical issues. See [Section 3.2](#) for more information on how to configure an email account to send error messages when an error occurs during batch processing.
- Managing client bundles. See [Section 3.2.2](#).
- Browsing Capture MBeans. See [Section 3.4](#).

By default, errors, warnings, and major application lifecycle events are logged. You can progressively increase the log level to cause configuration messages, debug messages, and trace messages to be logged. See [Chapter 5](#) for more information on how to configure log files.

3.2 Managing Capture Settings in Enterprise Manager

The system administrator can make changes to the Capture system configuration from the System Configuration page in Oracle Enterprise Manager Fusion Middleware Control. The system administrator can change the following settings from the System Configuration page:

- System Properties
- Import Processor Settings
- SMTP Settings for E-mail broadcasts

3.2.1 Modifying System Configuration Settings

To modify the system configuration:

1. Log in to Oracle Enterprise Manager using the steps listed in [Section 2.2](#).
2. Click **Capture** in the right pane to display the Capture menu options.
3. To modify the system configuration, select **Configuration**, and then **System Configuration** from the Capture menu. The System Configuration page displays.

The following table lists all the configuration parameters that you can set in this page.

Table 3–1 System Configuration Parameters

Group	Parameter	Description
System Properties		This group contains configuration settings for batches and client bundles.
	Capture System ID	A unique identifier that is populated with a GUID when the Capture system is initialized. Enter a value that uniquely identifies the Capture system on the network. Value: Any string, for example, Capture_01. Default value: Capture_01
	Maximum batch items per search	Specify the maximum number of batches to return per search. Value: Any integer, for example, 100. Default value: 100

Table 3–1 (Cont.) System Configuration Parameters

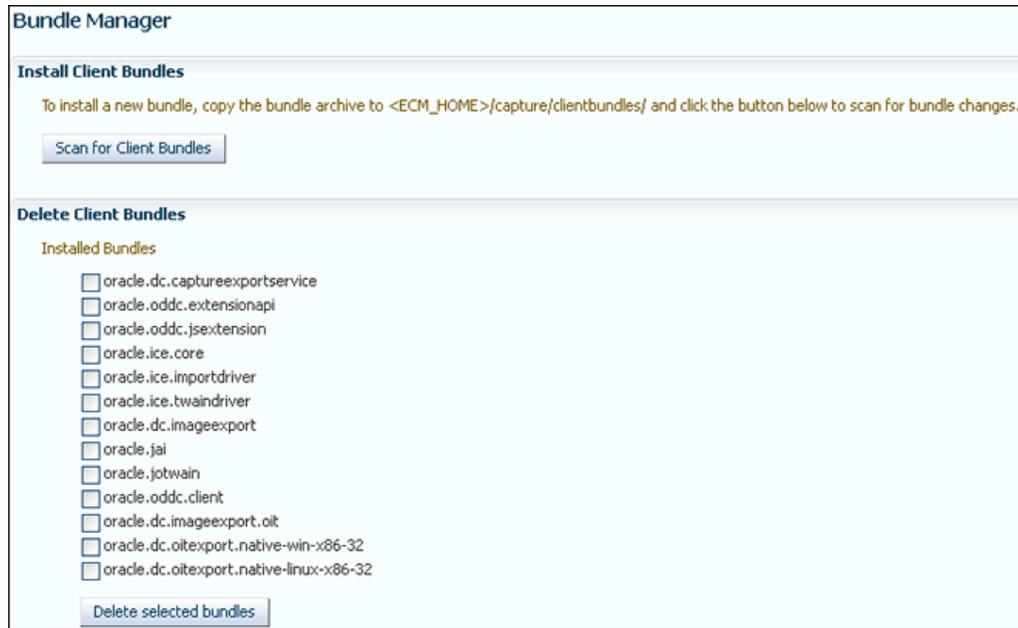
Group	Parameter	Description
	Days to maintain cache on clients workstations	Specify the number of days cache will be maintained on client workstations. If a batch is locked, it will not be deleted. No warning is given when a batch is deleted from the cache. Value: Any integer, for example, 3. Default value: 5
	Frequency to poll for client bundles (seconds)	Specify the frequency to check for updated client bundles. This is measured in seconds. Default value: 30
	GD Font Path	For Unix systems, specify the location of the Unix font directory. This path is used by the PDF Image Only export driver to render the fonts for PDF documents.
Import Processor Settings		This group contains configuration settings for the Import Processor.
	Frequency to check for new or updated jobs (seconds)	Specify how often an internal timer will fire to check for import jobs that need to be processed. This is measured in seconds. Value: Any integer, for example, 60. Default value: 60
	Import HA token expiration (minutes)	Specify the duration for which an Import HA Token is valid. This is measured in minutes. Value: Any integer, for example, 60. Default value: 5
SMTP Settings for E-mail broadcasts		This group contains settings for configuring an email account to send error messages when an error occurs during batch processing.
	SMTP Host	Specify an SMTP Server Host. Value: Any string, for example, test.example.com.
	SMTP Port	Specify the SMTP Server Port. Value: Any valid port number, for example, 80.
	SMTP User ID	Specify a user ID for the SMTP server. Value: Any string, for example, TEST01.
	Change SMTP Password	Specify a value for the SMTP password. Value: Any string
	Confirm SMTP Password	Re-enter the new SMTP password. Value: Any string
	SMTP SSL	Specify if the SMTP server should use SSL security.
	SMTP Start TLS	Specify if the SMTP server should use start TLS.
	SMTP Message From	Specify a value for the From field for SMTP messages. Value: Any string

3.2.2 Managing Client Bundles

Bundles are modules that are consumed by the Capture client. As a system administrator, you may need to delete selected bundles, search for new or updated bundles, and apply them.

To manage client bundles from Oracle Enterprise Manager:

1. Log in to Oracle Enterprise Manager using the steps listed in [Section 2.2](#).
2. Click **Capture** in the right pane to display the Capture menu options.
3. To manage client bundles, select **Configuration**, and then **Bundle Manager** from the Capture menu. The Bundle Manager page displays.



4. To delete client bundles, from the list of installed client bundles, select the ones you want to delete, then click **Delete selected bundles**.
5. To scan for and install updated client bundles, click **Scan for Client Bundles**. Any updated client bundled are installed.

Note: To install a new bundle, copy the bundle archive to the <ECM_HOME>/capture/clientbundles directory, and then click **Scan for Client Bundles**.

6. Click **Apply** to save your changes. You may need to restart the Capture server for the changes to take effect.

3.3 Managing Users and Security

This section covers the following topics:

- [Section 3.3.1, "About Security and Capture Roles"](#)
- [Section 3.3.2, "Assigning Capture Roles in Oracle Enterprise Manager"](#)
- [Section 3.3.3, "About Authentication"](#)
- [Section 3.3.4, "About SSL"](#)

3.3.1 About Security and Capture Roles

Capture includes the following roles:

- [System Administrator](#)
- [Capture Workspace Manager](#)
- [Capture Workspace Viewer](#)
- [Capture Client User](#)

3.3.1.1 System Administrator

The system administrator is a *super user* that has complete control over the Capture system's configuration and administration. This user can give permissions to access the system to others. The system administrator can perform the following tasks:

- Access the Enterprise Manager application to configure system parameters, assign roles to Capture users and groups, view performance data, and manage system logs.
- Apply system updates.
- Grant the workspace manager role to individuals or groups of individual users.

3.3.1.2 Capture Workspace Manager

A workspace manager is allowed to create Capture workspaces, and create client profiles and batch processing jobs for processes that act upon batches within the workspace. In addition, the workspace manager also grants other users permission to access the workspace in the workspace manager, workspace viewer, or user roles.

3.3.1.3 Capture Workspace Viewer

A workspace viewer is granted read-only permission to the workspace for the purpose of reviewing client profile and processor job configurations.

3.3.1.4 Capture Client User

A Capture client user may create batch-related content within a workspace, including batches, batch items, documents, and pages.

3.3.2 Assigning Capture Roles in Oracle Enterprise Manager

You can create Capture users in Oracle WebLogic Server administration control, and then assign roles to them in Oracle Enterprise Manager.

To create an Oracle WebCenter Capture user:

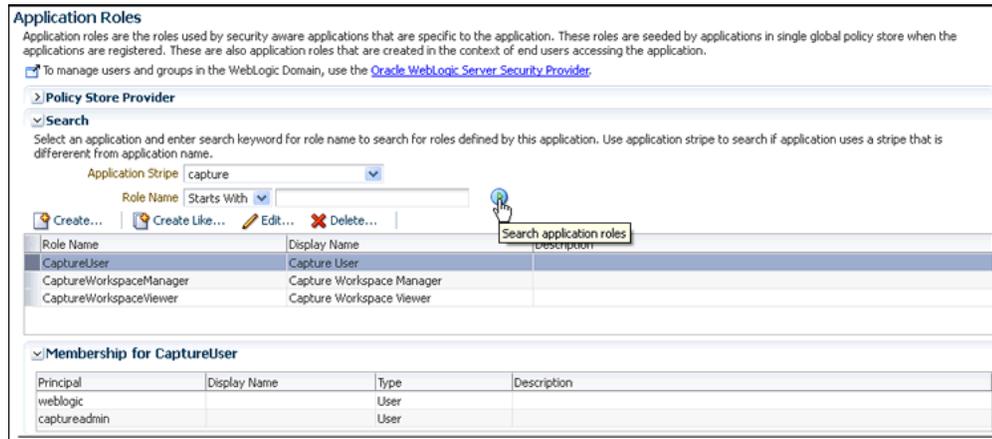
1. Log into the WebLogic Server administration console using the steps listed in [Section 2.3](#).
2. Navigate to the `capture_domain` within WebLogic Server, and then click **Security Realms**.
3. In the table under the Summary of Security Realms section, click `myrealm`, the built-in realm that works with the integrated LDAP.
4. Select the Users and Groups tab and then the Users subtab.
5. Under the Users section, click **New** to display the Create a New User section.
6. In the Name field, specify a name, for example Workspace Manager.
7. In the Password field, specify a password.
8. In the Confirm Password field, enter the password again, and then click **OK**.
9. Create another user by performing steps 4 to 8.

You can assign LDAP users and groups to Capture roles in Oracle Enterprise Manager.

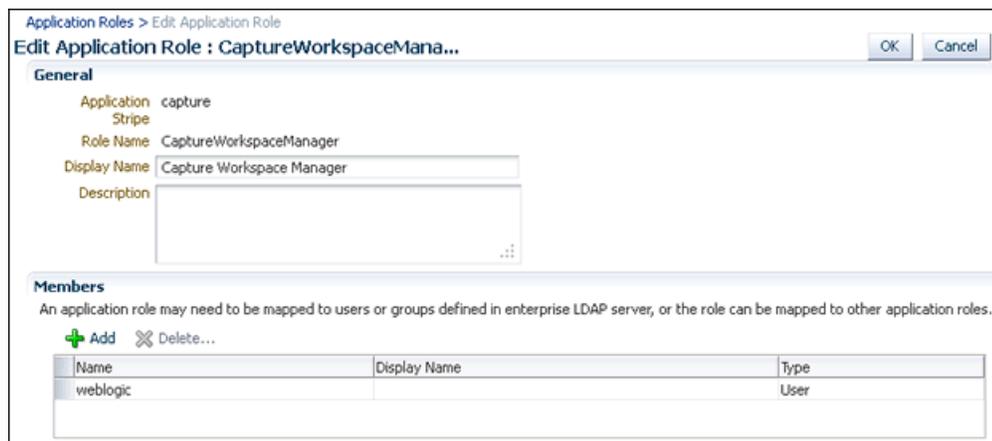
To assign a Capture role to users and groups:

1. Log in to Oracle Enterprise Manager using the steps listed in [Section 2.2](#).

- Navigate to the capture_domain within the WebLogic Domain.
- Right-click the capture_domain, select **Security**, and then **Application Roles**. The Application Roles page displays.



- In the **Application Stripe** field, select capture, and then click the Search application roles icon to display the Capture application roles.
- Select a role from the list, for example, CaptureWorkspaceManager, then click **Edit**. The Edit Application Role page for the selected role displays.



- In the Edit Application Role page, under Members, click **Add**.
- In the **Add Principal** dialog box, search for users or groups that you want to add to the selected Capture role.
- Click **OK** to add the selected user or group.
- Repeat steps 6 to 8 to add more users or groups to the selected role.

Note: After a user has been granted the CaptureWorkspaceManager role, that user can sign in to the Workspace Console, create a workspace, and grant Capture access to other LDAP users who have been assigned Capture roles.

Note: You must assign the CaptureWorkspaceManager and CaptureUser roles to the first workspace manager to provide access to the Capture Workspace Console and the Capture client. Only members of the CaptureUser role can use the Capture client.

10. Click **OK**.
11. Add users and groups to the other Capture roles by performing steps 5 to 10.

3.3.3 About Authentication

Authentication is handled by the application server. Capture's user login, access, and authentication are integrated with Oracle WebLogic Server and Oracle Platform Security Services (OPSS). Once authenticated, users' permissions are dictated by application role membership and the workspaces and Capture resources to which they have been granted permission. Within Capture, workspace managers grant access to users or groups. For example, the Capture user role grants users who are assigned the Capture User group in Oracle WebLogic Server access to the Capture client.

3.3.4 About SSL

Capture supports communication between the client and server using HTTP and HTTPS. If the Capture client is accessed outside the protection of an organization's firewall, the application server's web container should be configured to require HTTPS connections to ensure that all sensitive information is properly secured. SSL applies to the managed server and encompasses both the client and workspace console. Therefore, configuring the server to use SSL affects both the client and workspace console web applications. For more information on how to configure SSL in Oracle Fusion Middleware, see the *Oracle Fusion Middleware Administrator's Guide*.

3.4 Browsing Capture MBeans

Java Management Beans, called MBeans, are part of the greater Java Management eXtensions (JMX) standard which defines ways for administration applications to configure and control Java applications externally. At installation, Capture registers its MBeans with the hosting application server's MBean server. This allows other applications to interact with Capture's configuration data. This includes WebLogic Scripting Tool (WLST) and Oracle Enterprise Manager MBean browser.

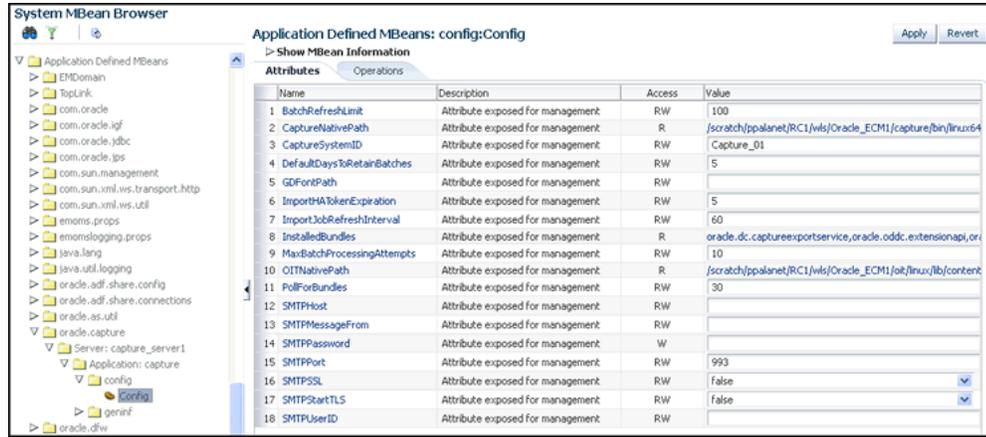
3.4.1 Viewing Capture MBeans

If you use Oracle Enterprise Manager to monitor server performance, you may want to also use the Enterprise Manager System MBean Browser to view Oracle WebCenter Capture MBean values.

To view Capture MBeans using the System MBean Browser:

1. Log in to Oracle Enterprise Manager using the steps listed in [Section 2.2](#).
2. Click **Capture** in the right pane to display the Capture menu options.
3. To view Capture MBeans, select **System MBean Browser** from the Capture menu. The System MBean Browser page displays.
4. In the left navigation pane, under Application Defined MBeans, expand **oracle.capture**. Select the appropriate server.

5. Expand the appropriate server.
6. Expand the Capture application within the selected server.
7. Expand **config**.
8. Click **Config**. The list of Capture MBeans displays in the right pane.



The Capture MBeans can be configured from the System Configuration page in Oracle Enterprise Manager. See [Section 3.2](#) for more information.

You can also use WLST to view Capture MBean settings. For more information on how to use WLST to view Capture MBean settings, see the *Oracle Fusion Middleware WebLogic Scripting Tool Command Reference*.

Monitoring Capture

This chapter provides information on monitoring the Capture system, including an overview of monitoring, how to view the status of your Capture system, monitor and audit its performance, and view system messages.

This chapter includes the following sections:

- [Section 4.1, "Overview of Monitoring Oracle WebCenter Capture"](#)
- [Section 4.2, "Monitoring Oracle WebCenter Capture"](#)
- [Section 4.3, "Viewing the Status of Oracle WebCenter Capture"](#)
- [Section 4.4, "Auditing Oracle WebCenter Capture"](#)
- [Section 4.5, "Viewing System Messages"](#)

4.1 Overview of Monitoring Oracle WebCenter Capture

Oracle Enterprise Manager allows you to monitor the performance of your Capture system. It provides a set of key performance metrics that you can use to monitor the state of different Capture components, monitor process requests, audit the system performance and view system messages.

4.2 Monitoring Oracle WebCenter Capture

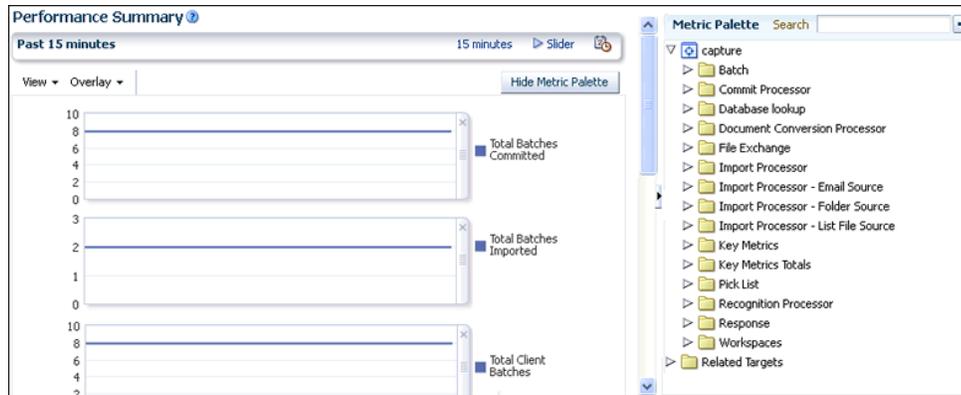
You can monitor performance metrics of your Capture system from the Performance Monitor page in Oracle Enterprise Manager.

This section contains the following topics:

- [Section 4.2.1, "Understanding Capture Performance Metrics"](#)
- [Section 4.2.2, "Viewing Performance Metrics"](#)

4.2.1 Understanding Capture Performance Metrics

You can view key metrics of your Capture system from Oracle Enterprise Manager.



The following tables list the Capture performance metrics along with their descriptions.

4.2.1.1 Key Performance Metrics

The following table lists the Capture key metrics. These metrics allow you to quickly assess the overall performance of the system. These metrics are displayed by default on the Capture home page.

Metric Name	Description
Total Recognition Batches	The total number of batches that have been processed by the Recognition Processor. This metric is a system total across all configured jobs.
Total Batches Committed	The total number of batches committed by the Commit Processor.
Total Batches Imported	The total number of batches that have been created by the Import Processor.
Total Client Batches	The total number of batches created by Capture clients.
Total Items Uploaded	The total number of items uploaded by Capture client workstations.
Total Documents Converted	The total number of documents processed by the Document Conversion Processor.

The following table lists the key metrics for the last one minute.

Metric Name	Description
Number of recognition batches in the last one minute	The total number of batches processed by the Recognition Processor in the last one minute.
Number of batches committed in the last one minute	The total number of batches committed by the Commit Processor in the last one minute.
Number of batches imported in the last one minute	The total number of batches created by the Import Processor in the last one minute.
Number of client batches created in the last one minute	The total number of batches created by Capture clients in the last one minute.

Metric Name	Description
Number of items uploaded in the last one minute	The total number of items uploaded by Capture client workstations in the last one minute.
Number of documents converted in the last one minute	The total number of documents processed by the Document Conversion Processor in the last one minute.

4.2.1.2 Workspace Metrics

The following table lists the Capture workspace metrics. These metrics display information related to operations on workspaces defined in the Capture system. These metrics are displayed as graphs.

Metric Name	Description
Average time required to load workspaces	The average, maximum and minimum values of the times taken to load the list of workspaces in the Capture workspace console.
Average time required to load metadata fields	The average, maximum and minimum values of the times taken to load the list of metadata fields in the Capture workspace console when a workspace name is selected.
Average time required to load document types	The average, maximum and minimum values of the times taken to load the list of document types in the Capture workspace console when a workspace name is selected.

4.2.1.3 Batch Metrics

The following table lists the batch metrics. These metrics display information related to batch operations and are displayed as graphs.

Metric Name	Description
Average time to load batches	The average, maximum and minimum values of the times taken to load the list of batches by the user or client workstation.
Average time to query locked batches	The average, maximum and minimum values of the times taken to load the list of locked batches by the user or client workstation.
Average time to search for batches	The average, maximum and minimum values of the times taken to execute the search operation on the batches by the Capture client.
Average time to create a batch	The average, maximum and minimum values of the times taken to create batches by different users at different times.
Average time to update a batch	The average, maximum and minimum values of the times taken to commit changes to a batch to the server.
Average time to delete a batch	The average, maximum and minimum values of the times taken to delete batches by different users at different times.
Average time to lock a batch	The average, maximum and minimum values of the times taken to lock a batch.
Number of failed batch lock attempts	The number of batch lock failures which have occurred.
Average time to unlock a batch	The average, maximum and minimum values of the times taken to unlock a locked batch by the system administrator.

Metric Name	Description
Average time to load documents for a batch	The average, maximum and minimum values of the times taken to load the documents for a batch whenever such loading is required.
Average time to load the items for a batch	The average, maximum and minimum values of the times taken to load the items for a batch whenever such loading is required.
Average time to create a batch item	The average, maximum and minimum values of the times taken to create batch items or images during scan or import operations.
Average time to delete a batch item	The average, maximum and minimum values of the times taken to delete items or images from a batch.
Average time to link a batch item to a document	Batch items or images are linked or added to documents depending on the scan profile during scanning or during adding or removing documents from a batch. This metric gives the average, maximum and minimum values of the times taken to execute these link or add operations.
Average time to create a document record	The average, maximum and minimum values of the times taken to create a document.
Average time to update a document record	The average, maximum and minimum values of the times taken to commit the changes to the document to the server.
Average time to load document items	The average, maximum and minimum values of the times taken to load the pages for a document when the user chooses to review or index the documents in a batch.
Average time to delete a document	The average, maximum and minimum values of the times taken to delete a document or item in the review or index section.
Average time to remove an item from a document	The average, maximum and minimum values of the times taken to unlink or delete an item or page from a document.

4.2.1.4 DB Lookup Metric

The following table lists the database lookup metric. This metric provides information related to database lookups and is displayed as a graph.

Metric Name	Description
Average time to execute a Database Lookup	The aggregated value of the times taken to search the database for each DB lookup profile along with the maximum and minimum values.

4.2.1.5 Pick-List Metric

The following table lists the pick-list metric. This metric provides information related to choice list operations and is displayed as a graph.

Metric Name	Description
Average time to load the items for a Pick-list	The average value of the times taken to load choice list items for a particular choice list when the client chose to index a document.

4.2.1.6 File Exchange Metrics

The following table lists the file exchange metrics. These metrics provide information related to file exchanges between clients and the server. These metrics are displayed as a metric table with a row for each Handler.

Metric Name	Description
Average time to upload an item	The average, maximum and minimum values of the times taken to upload an item from the client to the server for each Handler.
Failed upload exceptions occurring	The number of failed upload operations for each Handler.
Average time to download an item	The average, maximum and minimum values of the times taken to download an item from the server to the client end for each Handler.
Failed download exceptions occurring	The total number of failed download operations.

4.2.1.7 Commit Processor Metrics

The following table lists the Commit Processor metrics. These metrics provide information related to batch commit operations. These metrics are displayed as a metric table with a row for each commit profile.

Metric Name	Description
Total committed batches	The total number of batches committed for a commit profile.
Total exceptions	The total number of exceptions that have occurred committing documents for a commit profile.
Total cancelled	The total number of document commits that were cancelled.
Average commit time	The average time it takes for the commit profile to commit a batch.

4.2.1.8 Recognition Processor Metrics

The following table lists the Recognition Processor metrics. These metrics provide information related to barcode recognition operations. These metrics are displayed as a metric table with a row for each recognition job.

Metric Name	Description
Total Processing Barcode Phase Completed	The total number of batches that have been processed by the recognition job.
Total Processing Batches Avg Time	The average time taken to process a batch.
Total Processing Batches Completed	The total number of batches processed.
Total System Errors	The total number of system errors while committing documents for a recognition job.
Total Time Processing Barcode Phase	The total time spent in recognizing barcodes on images.
Total Time Processing Barcode Phase Avg	The average time spent in recognizing barcodes on images.
Total Time Processing Batches	The total time taken to process a batch.

4.2.1.9 Import Processor Metrics

This section lists the metrics specific to the Import Processor.

The following table lists the Import Processor level metrics. These metrics are captured as a total across all jobs that are processed. These metrics are used to measure the performance of the Import Processor as a whole.

Metric Name	Description
Total imported batches	The total number of batches that have been created.
Total imported documents	The total number of documents imported.
Total imported pages	The total number of pages imported by the job.

The following table lists the Import Processor - Email Source metrics. These metrics are captured at the source level for the email import source.

Metric Name	Description
Connect Account Avg Time	The average time taken to connect to the email server specified in the import job.
Connect Account Completed	The total time taken to complete the connection to an email server.
Connect Account Time	The total time taken to connect to an email server.
Process Account Avg Time	The average time taken to retrieve messages from an inbox.
Process Account Completed	The time taken to complete retrieving messages from an inbox.
Process Account Time	The time taken to retrieve messages from an inbox.

The following table list the Import Processor - Folder Source metrics. These metrics are used to measure the overall performance of an import job when processing a folder. These metrics are displayed as graphs.

Metric Name	Description
Process File Avg Time	The average time taken to process a file within the folder.
Process File Completed	The total number of files processed.
Process File Time	The total time taken to process a file.
Process Folder Avg Time	The average time taken to process a folder.
Process Folder Time	The total time taken to process a folder.
Process Folder Completed	The total number of folders processed.
Total Files Imported	The total number of files imported by the import job.
Total Folders Imported	The total number of folders imported by the import job.

The following table list the Import Processor - List File Source metrics. These metrics are used to measure the overall performance of an import job when processing a list file. These metrics are displayed as graphs.

Metric Name	Description
Process File Avg Time	The average time taken to process a file within the folder.
Process File Completed	The total number of files processed by the import job.

Metric Name	Description
Process File Time	The total time taken to process a file specified in the list file.
Process Folder Avg Time	The average time taken to process a folder.
Process Folder Completed	The total number of folders processed by the import job.
Process Folder Time	The total time taken to process a folder.
Process List File Avg Time	The average time taken to process a list file import job.
Process List File Completed	The time taken to complete a list file import job.
Process List File Time	The time taken to process a list file.
Total Folders Imported	The total number of folders imported by the import job.

4.2.1.10 Document Conversion Processor Metrics

This section lists the metrics specific to the Document Conversion Processor.

The following table lists the Document Conversion Processor metrics. These metrics are displayed as graphs.

Metric Name	Description
Document Conversion Completed	The total number of documents processed for a document processing job.
Document Conversion Time	The time taken to process a document.
Document Conversion Time Avg	The average time taken to process a document.
Total Batches Converted	The total number of batches processed by the job.
Total Document Conversion Exceptions	The number of exceptions that occurred while processing documents.

4.2.2 Viewing Performance Metrics

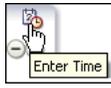
To view the performance metrics of your Capture system installation:

1. Log in to Oracle Enterprise Manager using the steps listed in [Section 2.2](#).
2. Click **Capture** in the right pane to display the Capture menu options.
3. To view the performance metrics, select **Monitoring**, and then **Performance Summary** from the Capture menu. The Performance Summary page displays. By default, the Performance Summary page displays the performance metrics for the past 15 minutes.
4. Optionally, click **Slider** in the top right side of the page to view the time slider.

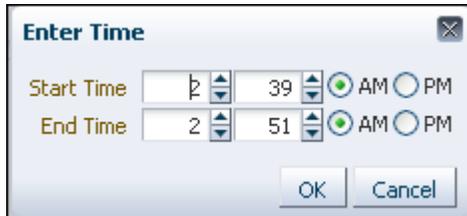


Use the time slider to select the time period for which to display the metrics.

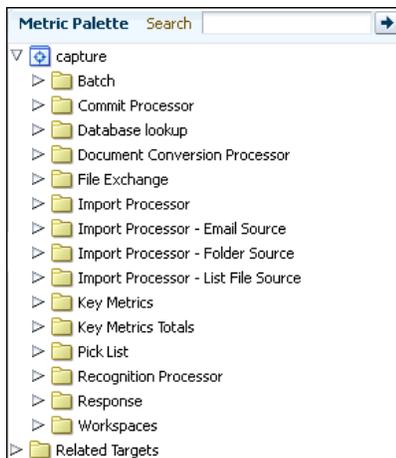
5. Optionally, click the **Enter Time** icon next to **Slider** in the top right side of the page.



The Enter Time dialog box displays.



6. Enter the start and end time for which to display the metrics, then click **OK**.
7. Click **Show Metrics Palette** in the right pane. The Metric Palette displays.



8. In the Metric Palette, select the metrics that you want to display in the Performance Summary page. To view metrics in a table format, select **Table View**.

For more information about the available Capture metrics, see [Section 4.2.1](#).

4.3 Viewing the Status of Oracle WebCenter Capture

You can view the status of Oracle WebCenter Capture using Oracle Enterprise Manager or Oracle WebLogic Server. The Capture home page in Oracle Enterprise Manager displays the status of your Capture system.

To view the status of your Capture system installation:

1. Log in to Oracle Enterprise Manager using the steps listed in [Section 2.2](#).
2. By default, the Capture home page displays.
3. The General Information section on the home page displays the status of your Capture system.

You can navigate to the home page from any other page by clicking **Home** in the Capture menu options in the right pane.

Note: For more information on viewing the status of your Capture system using the Oracle WebLogic Server administration console, see the Oracle WebLogic Server documentation.

4.4 Auditing Oracle WebCenter Capture

Oracle WebCenter Capture audits certain activities and saves the information in an audit table.

You can use audit information to create reports using a third-party reporting application. For example, you might build a custom report that gives the total number of pages scanned per day by all users. This would allow you to compare the output of scanning users.

4.4.1 ecAudit Table

The ecAudit table stores information about actions taken during processing. [Table 4-1](#) describes the columns in the ecAudit table.

Table 4-1 ecAudit Table

Column Name	Data Type	Field Length	Description
ecDateTime	Integer	4	Date and time the activity occurred. The date and time are relative to the locale of the server where the application is running.
ecUserID	Text	255	User ID of the person who performed the activity.
ecProcessorID	Text	40	The name of the processor that is logging the activity.
ecActionID	Number	4	Activity ID of the activity being logged. This number is relevant only for the processor logging the activity.
ecActionDesc	Text	255	Description of the activity.
ecWorkspace	Text	128	The workspace where the audit is created.
ecBatch	Text	128	Batch affected by the activity.
ecBatchID	Text	255	Internal ID assigned to the batch.
ecActionDataInt	Long Integer	4	If the activity produces an integer result, that result is saved here.
ecActionDataFloat	Floating Point	126	If the activity produces a floating-point value result, that result is saved here.
ecActionDataText1	Text	255	If the activity produces a text result, that result is saved here.
ecActionDataText2	Text	255	Miscellaneous information about the activity.
ecActionDataText3	Text	255	Miscellaneous information about the activity.
ecActionDataText4	Text	255	Miscellaneous information about the activity.
ecActionDataText5	Text	255	Miscellaneous information about the activity.
ecErrorNum	Integer	4	Error number associated with activity failure.
ecErrorDesc	Text	255	Error Description.

4.4.2 Recognition Processor Activity IDs

This section describes the activities Recognition Processor audits and reports.

In [Table 4–1](#), Date, UserID, FileCabinet, and Batch are automatically filled in for each activity. The ecActionDataText1 field typically contains the batch job name for each activity. The following table describes the remaining data elements for Recognition Processor audit activity:

Activity ID	Description	ecActionDataInt	ecActionDataText1	ecActionDataFloat
3001	Start of batch processing	Number of documents in the batch before processing	Current batch job ID	Number of batch items in the batch before processing
3002	End of batch processing	Number of documents in the batch after processing	Current batch job ID	Number of batch items in the batch after processing

4.4.3 Document Conversion Processor Activity IDs

This section describes the activities Document Conversion Processor audits and reports.

In [Table 4–1](#), Date, Time, UserID, ProcessID, Workspace, BatchID, and Batch are automatically filled in for each activity. The ecActionDataText1 field always contains the profile name for each activity. The following table describes the remaining data elements for Document Conversion Processor audit activity:

Activity ID	Description	ecActionDataInt	ecActionDataText1	ecActionDataFloat
4001	Start of batch processing	Number of documents in the batch before processing	Current batch job ID	Number of batch items in the batch before processing
4002	End of batch processing	Number of documents in the batch after processing	Current batch job ID	Number of batch items in the batch after processing

4.4.4 Commit Processor Activity IDs

This section describes the activities Commit Processor audits and reports.

In [Table 4–1](#), Date, Time, UserID, ProcessID, Workspace, BatchID, and Batch are automatically filled in for each activity. The following table describes the remaining data elements for Commit Processor audit activity:

Activity ID	Description	ecActionDataInt	ecActionDataText1	ecActionDataText2	ecActionDataText3	ecActionDataText4
2001	Start of batch processing	N/A	Commit profile ID	Commit profile name	N/A	N/A
2002	End of batch processing	Number of documents committed	Commit profile ID	Commit profile name	N/A	N/A
2003	Indicates a document was committed.	Number of pages in the document	Document ID	Document profile name	Commit profile ID	Commit profile name

4.4.5 Activity IDs

The following table describes the actions that the Capture server components audit.

ActionID	Description	ecActionDataInt	ecActionDataText1	ecActionDataText2
1001	Create batch	N/A	N/A	N/A
1003	Update batch	N/A	N/A	N/A
1004	Delete batch	N/A	N/A	N/A
1005	Batch released	N/A	The ID of the batch processor that will process the batch.	The ID of the commit processor job that will process the batch.
1006	Batch unlocked	N/A	N/A	N/A
1007	Create batch item	N/A	N/A	N/A
1009	Update batch item	N/A	N/A	N/A
1010	Delete batch item	N/A	N/A	N/A
1011	Create document	N/A	N/A	N/A
1013	Update document	N/A	N/A	N/A
1014	Delete document	N/A	N/A	N/A
1015	Batch item linked to document	N/A	N/A	N/A
1016	Batch item unlinked from document	N/A	N/A	N/A
2001	Start of batch processing	N/A	Commit profile ID	Commit profile name
2002	End of batch processing	Total count of documents committed using the commit profile.	Commit profile ID	Commit profile name

4.5 Viewing System Messages

This section provides information on the system messages generated by Capture. Information about Capture system messages, their causes and actions can help you troubleshoot and resolve Capture system errors.

The following table provides detailed information about Capture error messages, their causes, and associated actions.

Message ID	Description	Cause	Action
10000	Initializing Capture	The capture application is starting.	No action required.
10001	Error creating batch item	The user tried adding an item to the batch.	Make sure the batch path exists and there is no problem accessing the database.
10002	Error committing documents	There was a problem updating the committed column of the document record.	Make sure the database is accessible and that the user has proper permission to the database tables.
10003	Error creating workspace	Database connectivity issue.	Ensure the database is accessible.

Message ID	Description	Cause	Action
10004	Error updating workspace	Database connectivity issue.	Ensure the database is accessible.
10005	Error deleting workspace	Database connectivity issue.	Ensure the database is accessible.
10006	Error loading workspaces	Database connectivity issue.	Ensure the database is accessible.
10007	Error creating metadata definition	Database connectivity issue.	Ensure the database is accessible.
10008	Error loading metadata definitions	Database connectivity issue.	Ensure the database is accessible.
10009	Error updating metadata definition	Database connectivity issue.	Ensure the database is accessible.
10010	Error deleting metadata definition	Database connectivity issue.	Ensure the database is accessible.
10011	Error locating capture object	Database connectivity issue.	Ensure the database is accessible.
10012	Error locating capture object children	Database connectivity issue.	Ensure the database is accessible.
10013	Error loading capture objects	Database connectivity issue.	Ensure the database is accessible.
10014	Error creating batch	Database connectivity issue.	Ensure the database is accessible.
10015	Error updating batch	Database connectivity issue.	Ensure the database is accessible.
10016	The batch lock is no longer valid	Database connectivity issue.	Ensure the database is accessible.
10017	Error deleting batch	Database connectivity issue.	Ensure the database is accessible.
10018	Error finding batch by id	Database connectivity issue.	Ensure the database is accessible.
10019	Error finding batch item by id	Database connectivity issue.	Ensure the database is accessible.
10020	Error loading batches	Database connectivity issue.	Ensure the database is accessible.
10021	Error loading batches by user and workstation	Database connectivity issue.	Ensure the database is accessible.
10022	Error loading batches by user	Database connectivity issue.	Ensure the database is accessible.
10023	Error loading locked batches by user	Database connectivity issue.	Ensure the database is accessible.
10024	Error loading locked batches by workstation	Database connectivity issue.	Ensure the database is accessible.
10025	Error loading locked batches by user and workstation	Database connectivity issue.	Ensure the database is accessible.
10026	Error loading batch items	Database connectivity issue.	Ensure the database is accessible.
10027	Error deleting batch item	Database connectivity issue.	Ensure the database is accessible.
10028	The batch is already locked by <userid> on workstation <workstationid>	The batch is locked by another user.	The batch must be unlocked before it can be locked by someone else.
10029	Error locking batch	Database connectivity issue.	Ensure the database is accessible.

Message ID	Description	Cause	Action
10030	The specified batch has not been persisted or has been deleted by another user.	Database connectivity issue.	Ensure the database is accessible.
10031	Error unlocking batch	Database connectivity issue.	Ensure the database is accessible.
10032	Error creating batch name	Database connectivity issue.	Ensure the database is accessible.
10033	Error creating document	Database connectivity issue.	Ensure the database is accessible.
10034	Error creating db return field	Database connectivity issue.	Ensure the database is accessible.
10035	Error creating db search field	Database connectivity issue.	Ensure the database is accessible.
10036	Error creating db search profile	Database connectivity issue.	Ensure the database is accessible.
10037	Error loading documents	Database connectivity issue.	Ensure the database is accessible.
10038	Error deleting document	Database connectivity issue.	Ensure the database is accessible.
10039	Error loading documents	Database connectivity issue.	Ensure the database is accessible.
10040	Error linking item to document	Database connectivity issue.	Ensure the database is accessible.
10041	Error unlinking item from document	Database connectivity issue.	Ensure the database is accessible.
10042	Error locating datasource	The data source could not be found.	Ensure the database connection is configured properly and the database is accessible.
10043	Error generating batch id	Database connectivity issue.	Ensure the database is accessible.
10044	Error creating log record	Database connectivity issue.	Ensure the database is accessible.
10045	Error updating capture object	Database connectivity issue.	Ensure the database is accessible.
10046	Error saving database search profile	Database connectivity issue.	Ensure the database is accessible.
10047	Error deleting object child entities	Database connectivity issue.	Ensure the database is accessible.
10048	Error deleting capture object entity	Database connectivity issue.	Ensure the database is accessible.
10049	Error loading search profile	Database connectivity issue.	Ensure the database is accessible.
10050	Error loading search profiles	Database connectivity issue.	Ensure the database is accessible.
10051	Error deleting search profile	Database connectivity issue.	Ensure the database is accessible.
10052	Error loading search fields	Database connectivity issue.	Ensure the database is accessible.
10053	Error loading return fields	Database connectivity issue.	Ensure the database is accessible.
10054	Error deleting return field	Database connectivity issue.	Ensure the database is accessible.
10055	Error deleting search field	Database connectivity issue.	Ensure the database is accessible.
10056	Error saving search field	Database connectivity issue.	Ensure the database is accessible.
10057	Error saving return field	Database connectivity issue.	Ensure the database is accessible.

Message ID	Description	Cause	Action
10058	Error loading database schemas	Database connectivity issue. Database permission issue.	Ensure the database is accessible. Ensure the user has proper permissions to the required database objects.
10059	Error loading database table fields	Database connectivity issue. Database permission issue.	Ensure the database is accessible. Ensure the user has proper permissions to the required database objects.
10060	Error loading database tables	Database connectivity issue. Database permission issue.	Ensure the database is accessible. Ensure the user has proper permissions to the required database objects.
10061	Error executing database lookup	Database connectivity issue.	Ensure the database is accessible.
10062	Error saving document	Database connectivity issue.	Ensure the database is accessible.
10063	Error testing lock	Database connectivity issue.	Ensure the database is accessible.
10064	Error creating extension profile	Database connectivity issue.	Ensure the database is accessible.
10065	Error loading extension profiles	Database connectivity issue.	Ensure the database is accessible.
10066	Error updating extension profile	Database connectivity issue.	Ensure the database is accessible.
10067	Error deleting extension profile	Database connectivity issue.	Ensure the database is accessible.
10068	Error searching for extension profile	Database connectivity issue.	Ensure the database is accessible.
10069	Error getting batch number	Database connectivity issue.	Ensure the database is accessible.
10070	Error requesting session information	Application configuration error.	The application configuration is invalid or incomplete. Ensure the application is properly configured.
10071	Error moving document pages	Database connectivity issue.	Ensure the database is accessible.
10072	Error splitting document	Database connectivity issue.	Ensure the database is accessible.
10073	Error deleting document pages	Database connectivity issue.	Ensure the database is accessible.
10074	Error creating documents	Database connectivity issue.	Ensure the database is accessible.
10075	Error deleting documents	Database connectivity issue.	Ensure the database is accessible.
10076	Error inserting into documents	Database connectivity issue.	Ensure the database is accessible.
10077	Error searching database	Database connectivity issue.	Ensure the database is accessible.
10078	Error creating bundle entity	Database connectivity issue.	Ensure the database is accessible.
10079	Error loading installed bundles	Database connectivity issue.	Ensure the database is accessible.

Message ID	Description	Cause	Action
10080	Error loading installed bundles by name and version	Database connectivity issue.	Ensure the database is accessible.
10081	Error deleting bundle	Database connectivity issue.	Ensure the database is accessible.
10082	Error updating bundle	Database connectivity issue.	Ensure the database is accessible.
10083	Error during bundle lookup	Database connectivity issue.	Ensure the database is accessible.
10084	Error finding bundle by interface name	Database connectivity issue.	Ensure the database is accessible.
10085	Error scanning for bundles	Database connectivity issue.	Ensure the database is accessible.
10086	Error creating script	Database connectivity issue.	Ensure the database is accessible.
10087	Error loading scripts for product	Database connectivity issue.	Ensure the database is accessible.
10088	Error updating script	Database connectivity issue.	Ensure the database is accessible.
10089	Error deleting script	Database connectivity issue.	Ensure the database is accessible.
10090	Error loading script	Database connectivity issue.	Ensure the database is accessible.
10091	Error loading choice list source	Database connectivity issue.	Ensure the database is accessible.
10092	Error loading choice list link profiles	Database connectivity issue.	Ensure the database is accessible.
10093	Error updating choice list source	Database connectivity issue.	Ensure the database is accessible.
10094	Error creating choice list source	Database connectivity issue.	Ensure the database is accessible.
10095	Error deleting choice list source	Database connectivity issue.	Ensure the database is accessible.
10096	Error loading choice list drivers	Database connectivity issue.	Ensure the database is accessible.
10097	Error finding choice list source	Database connectivity issue.	Ensure the database is accessible.
10098	Error loading choice lists	Database connectivity issue.	Ensure the database is accessible.
10099	Error creating choice list	Database connectivity issue.	Ensure the database is accessible.
10100	Error updating choice list	Database connectivity issue.	Ensure the database is accessible.
10101	Error deleting choice list	Database connectivity issue.	Ensure the database is accessible.
10102	Error creating choice list item	Database connectivity issue.	Ensure the database is accessible.
10103	Error loading choice list items	Database connectivity issue.	Ensure the database is accessible.
10104	Error updating choice list items	Database connectivity issue.	Ensure the database is accessible.
10105	Error deleting choice list item	Database connectivity issue.	Ensure the database is accessible.
10106	Error creating dependent choice list	Database connectivity issue.	Ensure the database is accessible.

Message ID	Description	Cause	Action
10107	Error loading dependent choice list	Database connectivity issue.	Ensure the database is accessible.
10108	Error updating dependent choice list	Database connectivity issue.	Ensure the database is accessible.
10109	Error deleting dependent choice list	Database connectivity issue.	Ensure the database is accessible.
10110	Error deleting profile links	Database connectivity issue.	Ensure the database is accessible.
10111	Error linking item to list	Database connectivity issue.	Ensure the database is accessible.
10112	Error unlinking item from list	Database connectivity issue.	Ensure the database is accessible.
10113	Error finding item link	Database connectivity issue.	Ensure the database is accessible.
10114	Error creating commit profile	Database connectivity issue.	Ensure the database is accessible.
10115	Error loading commit profiles	Database connectivity issue.	Ensure the database is accessible.
10116	Error updating commit profile	Database connectivity issue.	Ensure the database is accessible.
10117	Error deleting commit profile	Database connectivity issue.	Ensure the database is accessible.
10118	Error deleting batch statuses for workspace	Database connectivity issue.	Ensure the database is accessible.
10119	Error deleting metadata definitions for workspace	Database connectivity issue.	Ensure the database is accessible.
10120	Error deleting batch status from workspace	Database connectivity issue.	Ensure the database is accessible.
10121	A JMS Error has occurred	Diskspace capacity may have been reached. Network connectivity problem.	Check the disk space capacity and increase as needed. Ensure the JMS server is accessible.
10122	Error creating release agent	The required batch release agent could not be created.	Contact the system administrator.
10123	Failed to load document types	Database connectivity failure.	Contact the system administrator.
10124	The commit driver's configuration is invalid	The commit driver configuration has missing or invalid information.	Verify the configuration settings in Administration.
10126	Unknown commit error	An unexpected exception was encountered processing the document. This is usually caused by an unhandled exception in the commit driver or export driver.	Verify the configuration settings in Administration.
10127	The import processor context must contain a valid DocumentEntity reference	The Import Job may not be properly configured.	Verify the configuration settings in Administration.
10128	The import source file is null in the Import Context	The data being imported could not be found.	Ensure that the Import Processor has privileges to the source file.

Message ID	Description	Cause	Action
10129	The HA token was not found in the import processor context	The Import Processor Context HA Token was missing.	Ensure that the database server is running.
10130	The specified workspace could not be found	The Import Processor Context HA Token was missing.	Ensure that the database server is running.
10131	Batch [{0}] was successfully locked by user [{1}] batch id is [{2}]		
10132	Failed to deliver email	Unable to send email. (See message)	Use the Enterprise Manager to ensure that the Email server settings are correct. Ensure that the Email server can be reached.
10133	Error copying workspace	Database connectivity issue.	Ensure the database is accessible.
10134	Commit profile [{0}] does not specify a commit driver	Commit profile configuration problem.	Ensure the specified commit profile has a commit driver specified.
10135	Commit profile [{0}] does not specify an export driver	Commit profile configuration problem.	Ensure the specified commit profile has an export driver specified.
10136	Commit profile [{0}] specifies a commit driver that could not be found on the system.	The commit driver specified in the commit profile could not be found.	Ensure the specified commit driver is properly installed or edit the commit profile and select a different commit driver.
10137	Commit profile [{0}] specifies an export driver that could not be found on the system	The export driver specified in the commit profile could not be found.	Ensure the specified export driver is properly installed or edit the commit profile and select a different export driver.
10138	Unable to create the export directory	The export driver specified in the commit profile could not be found.	Ensure the specified export driver is properly installed or edit the commit profile and select a different export driver.
10139	The following required fields do not have values: [{0}]	Document is missing one or more required fields.	Ensure all required fields are indexed.
10140	The batch was routed to a processing job that could not be found	The batch was routed to a job that was not found. The job may have been deleted.	Ensure that the specified job exists.
10141	The batch was routed to a processing job that is currently offline	The batch was routed to a job that is in an offline state.	The job needs to be put in an online state by someone with the required permissions.
10142	A workspace by the specified name already exists	The user tried to create a workspace using a name that already exists.	The user should try again using a unique name.

Configuring and Viewing Capture Log Files

This chapter describes how to configure and view the log files for Oracle WebCenter Capture.

This chapter includes the following sections:

- [Section 5.1, "Introduction to Managing Log Files for Oracle WebCenter Capture"](#)
- [Section 5.2, "Viewing Log Files for Oracle WebCenter Capture"](#)
- [Section 5.3, "Configuring Settings for Log Files for Oracle WebCenter Capture"](#)
- [Section 5.4, "Understanding Loggers for Oracle WebCenter Capture"](#)

5.1 Introduction to Managing Log Files for Oracle WebCenter Capture

By default, errors, warnings, and major application lifecycle events in Oracle WebCenter Capture are logged on the application server. As a system administrator, you can progressively increase the log level to enable logging of configuration messages, debug messages, and trace messages. You can use Oracle Enterprise Manager to view and configure log messages for your Oracle WebCenter Capture system. For more information about managing log files, see "Managing Log Files and Diagnostic Data" in *Oracle Fusion Middleware Administrator's Guide*.

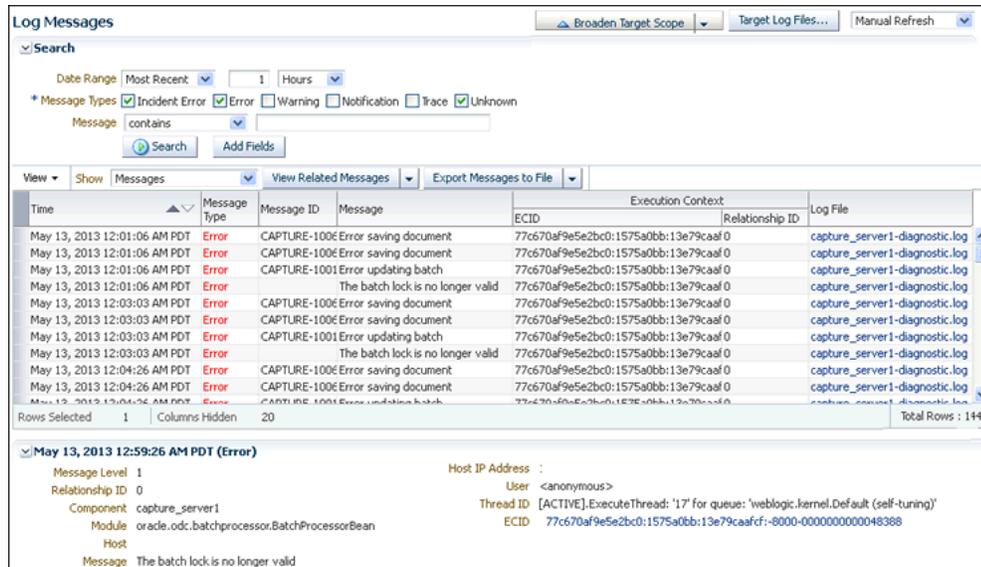
Oracle WebCenter Capture client errors are logged by the client using the logging level set under client preferences. Client log files are stored locally in the `.oracle_capture/Log` directory in the client user's home directory. To view client log files, you may need to first direct the client user to increase the logging level. The client user can then retrieve log files from the specified location and manually send them to you.

5.2 Viewing Log Files for Oracle WebCenter Capture

You can view log files for Oracle WebCenter Capture from the Oracle Enterprise Manager or use the WLST commands.

To view the log files using the Oracle Enterprise Manager:

1. Log in to Oracle Enterprise Manager using the steps listed in [Section 2.2](#).
2. Click **Capture** in the right pane to display the Capture menu options.
3. To view the log files for Capture, select **Logs**, and then **View Log Messages** from the Capture menu. The Log Messages page displays.



4. In this page, you can search for messages by specified date range, type, or containing certain keywords. You can also select a message from the list and view its details.

Note: To view log messages using the WLST commands, see the *Oracle Fusion Middleware WebLogic Scripting Tool Command Reference*.

5.3 Configuring Settings for Log Files for Oracle WebCenter Capture

You can configure the log files for Oracle WebCenter Capture using Oracle Enterprise Manager or WLST.

You can configure the names and locations of log files, the size of the log files, the level of information written to the log files, the format, and the Locale encoding, as described in "Configuring Settings for Log Files" in the *Oracle Fusion Middleware Administrator's Guide*.

Note: To configure log settings using the WLST commands, see the *Oracle Fusion Middleware WebLogic Scripting Tool Command Reference*.

5.4 Understanding Loggers for Oracle WebCenter Capture

To view the loggers specific to Capture using Oracle Enterprise Manager:

1. Log in to Oracle Enterprise Manager using the steps listed in [Section 2.2](#).
2. Click **Capture** in the right pane to display the Capture menu options.
3. To view the loggers specific to Capture, select **Logs**, and then **Log Configuration** from the Capture menu. The Log Configuration page displays.
4. In the Log Levels tab, select to view the Runtime Loggers.
5. In the Logger Name column, expand the oracle.odc logger to display the loggers specific to Capture.

[Table 5–1](#) lists the loggers for Oracle WebCenter Capture, along with a description of each.

Table 5–1 Loggers for Oracle WebCenter Capture

Logger Name	Description
oracle.odc.batchmanager.BatchManagerSessionBean	Used to log operations related to batch management.
oracle.odc.batchprocessor.BatchProcessorBean	Used to log the flow of batches as they are passed between processors.
oracle.odc.bundlemanager.BundleManagerSessionBean	Used by the BundleManagerSessionBean to log information related to bundle management.
oracle.odc.captureobjectmanager.CaptureObjectManagerSessionBean	Used by the CaptureObjectManagerSessionBean to log messages related to the management of Capture Objects. Capture objects include batch item data, Capture Profiles, Processor Jobs, Scripts and Client Bundles.
oracle.odc.commitprocessor.CommitProcessor	Used by the Commit Processor to log information and errors related to committing a batch.
oracle.odc.dbsearchmanager.DBSearchManagerSessionBean	Used by the DBSearchManagerSessionBean to log messages related to database search management and execution.
oracle.odc.documentconverterprocessor.DocumentConverterProcessor	Used by the Document Conversion Processor to log information and errors related to processing a document.
oracle.odc.emaildelivery.EmailDeliveryBean	Used by the EmailDeliveryBean to log messages related to the delivery of email messages.
oracle.odc.importmanager.ImportManagerSessionBean	Used by the ImportManagerSessionBean to log information related to the management of Import Processor jobs.
oracle.odc.importprocessor.ImportJobSchedulerSessionBean	Used by the ImportJobSchedulerSessionBean to log information related to the processing of import jobs.
oracle.odc.mbeans.ODCSystemMBeanImpl	Used by the ODCSystemMBeanImpl MBean to log information related to management operations.
oracle.odc.picklistmanager.PickListManagerSessionBean	Used by the PicklistManagerSessionBean to log information related to choice list management operations.
oracle.odc.recognition.RecognitionManagerSessionBean	Used by the RecognitionManagerSessionBean to log information related to the management of recognition processor jobs.
oracle.odc.recognitionprocessor.RecognitionProcessor	Used by the Recognition Processor to log information and errors related to barcode recognition operations.
oracle.odc.scriptmanager.ScriptManagerSessionBean	Used by the ScriptManagerSessionBean to log information related to script management.
oracle.odc.systemmanager.SystemManagerSessionBean	Used by the SystemManagerSessionBean to log information related to system level operations.
oracle.odc.workspacemanager.WorkspaceManagerSessionBean	Used by the WorkspaceManagerSessionBean to log information related to workspace management operations.

