



## V1 Document Management

### EDM for Sage X3 by V1

Electronic Document Management

### PIA for Sage X3 by V1

Purchase Invoice Automation

### SOA for Sage X3 by V1

Sales Order Automation

## Release 12.1

## Log Viewer

Updated - 16 March 2017

## Contents

1. Introduction .....	3
2. Mail .....	4
3. Fax.....	4
4. Document Delivery .....	4
5. EDM.....	4
6. OCR.....	4

# 1. Introduction

The new Log Viewer for EDM for Sage by V1 Release 12.1 allows I.T administrators, Sage and V1 support to view all activity in a single UI.

Assuming the EDM installation is in C:\V1, the log viewer will be located in the following location (change the **baseline** path as appropriate):

**C:\V1\utils\EDM for Sage X3 by V1- R12 - Log Viewer**

Load it by running the 'EDM for Sage X3 by V1- R12 - Log Viewer.exe' as administrator.

Minimizing the EDM for Sage X3 by V1- R12 - Log Viewer puts in the system tray so it can be quickly and easily reloaded as needed.

You are encouraged to bookmark the Portal which is regularly updated with information about the release:

<http://support.wearev1.com/software/x3/X3EDMHELP/index.htm>

- ▶ Load the EDM for Sage X3 by V1 - R12 - Log Viewer on the Sage X3 Application Server

## 2. Mail

- ▶ Click the Mail tab
- ▶ Click the Load button
- ▶ This will return the master DbMail log file, scroll to the bottom of the file to find the most recent email delivery logs
  - ▶ Click the button to browse to the location of the log file
  - ▶ Click Search, enter a string (for instance the Sage X3 transaction number) and click Find to search it for particular values

## 3. Fax

- ▶ Click the Fax tab
- ▶ Click the Load button
- ▶ This will return the master dbfax log file, scroll to the bottom of the file to find the most recent fax delivery logs
  - ▶ Click the browse button to navigate to the location of the log file

## 4. Document Delivery

- ▶ Click the Document Delivery tab
- ▶ Select the Sage x3 Folder / Endpoint the delivery was sent from
- ▶ Select the document
- ▶ Select the page
- ▶ Click the Load button
  - ▶ Click the refresh button to reload the content of the dropdowns
  - ▶ Click the PDF icon to view the selected document
  - ▶ Click the browse button to navigate to the location of the document

## 5. EDM

- ▶ Select the document type archived
- ▶ Click the Load button

## 6. OCR

- ▶ Select the document ID as per the DbCapture Admin screen
- ▶ Select whether Validation – Check or Export - Accept
- ▶ Click the Load button
  - ▶ Click the refresh button to reload the content of the dropdowns
  - ▶ Click the browse button to navigate to the location of the queue entry