



Lotus® Domino Connect for Compaq Archive
Technical Summary

Product Name: Lotus Domino Connect for Compaq Archive 5

Version: 1.3

Functional Description: Lotus Domino Server Extension
MetaModules Module
Lotus Domino Connect for Compaq Archive 5

Lotus Domino Version: 5.0 NT

Compaq Archive Version: 5.1 SP1

System Requirements: Lotus Domino Server V5.0 for NT
Compaq Archive 5 (NT/Unix)



Manual for Lotus® Domino Connect for Compaq Archive

Real-time Storing and Retrieving
of your documents



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1. GETTING STARTED

MetaModules Lotus Domino Connect for Compaq Archive provides an online archiving solution, which supports intelligent caching strategies for fast store and retrieval of Lotus Domino data, e.g. mails, attachments, databases, HTML and Rich-Text objects. It also provides recovery functionality for an entire Notes database in disaster case. Lotus Domino Connect is easy to configure and to maintain and there is no need of any interference into existing applications. It operates in the background, invisible for the user, and integrates seamless into existing Lotus Domino Server installations. Lotus Domino Connect for Compaq Archive supports **magnetic and optical storage** media, mirroring and document migration completely independent from the Lotus administration.

You can use all storage components which are and will be available within Compaq Archive to archive your Lotus data.

The functionality of the Lotus Connect is divided in two parts. One part is the Lotus Domino server extension, which is responsibly for the online retrieval of stored documents. The other group are maintenance tasks which are responsible for storing, cleaning and compacting your Lotus Notes databases. The following chapter gives you an idea how Lotus Connect works.

1.1 THE LOTUS DOMINO SERVER EXTENSION

During every access to a note in the configured databases, the server extensions checks if some parts of your note are only stored in the archive and are not any more in your database. The extension instantly retrieves this data from Compaq Archive, inserts it in your note and give the control back to your application which requested this specific note.

This mechanism is **completely** independent from the Lotus application which asked for the note at the Domino server, so you can use this

No notes application specific changes or adaptations are needed to use archiving for your Notes data.



extension with your mail application, DominoDoc or every Lotus Notes application. You have NOT to modify the code of your application.

The criteria which parts you want to archive from your Lotus Notes (file attachments, Rich-Text fields, message bodies, HTML) can be configured separately for each database as well as the specific time you want to store the data after it's creation and the time you want to remove the archived data completely from the note.

1.2 THE SERVICE TASKS

Once you have configured your Lotus Connect (This is explained in the configuration chapter), it is necessary to run an initial server task which is scanning through your databases which you have configured for archiving. This process decides depending on your database specific configuration, whether it should archive parts of notes in this database to Compaq Archive. So this parts are not instantly removed from your database, they are still resident. Only a small item is inserted in the notes to mark the data parts of these notes as archived.

For reducing the size of your databases a second maintenance tool can be scheduled separately. This process is scanning through your databases and decides upon the last access date/time of the archived data parts whether this data has to be removed from the database. The **archiving flag** still remains in the note, only the archived parts are deleted. Now the data is only in your archive, not any more in the database. Since Lotus does not shrink the database size instantly, it is necessary to schedule a standard database compact after the cleanup task, which compacts your database upon the amount of the data marked for deletion in the database.

Some other tasks are delivered with your Domino Connect. These tasks are only necessary for complete database archiving and recovery purposes. You can find a detailed explanation of these tasks in chapter 4 (archive tasks).

Lotus Connect integrates small items in your notes to refer the archived data parts.



1.3 HARDWARE REQUIREMENTS

The following hardware is required to run Lotus Connect and Compaq Archive in your destination:

Requirements	Lotus Domino Server	Archive Server
System	133 MHz Pentium compatible or greater	333 MHz Pentium compatible or greater
Cache	512 KB	512 KB
Recommended RAM	128 MB or greater	192 MB or greater
Disk Storage	2 GB	4 GB
Network	10 MB / 100 MB Network Controller, Static TCP/IP address	10 MB / 100 MB Network Controller, Static TCP/IP address



1.4 SOFTWARE REQUIREMENTS

The following software configuration is required for Lotus Connect and the Archive Server:

Requirements	Lotus Domino Server	Archive Server
Operating System	Windows NT V4.0 /SP5	Windows NT V4.0 /SP5
Page File	At least 128 MB	At least 225 MB
Application Software	Lotus Domino V5.0	Compaq Archive V5.1 SP1
Privileges	Lotus Domino Admin Privileges	Administrator Privileges
File System	NTFS	NTFS



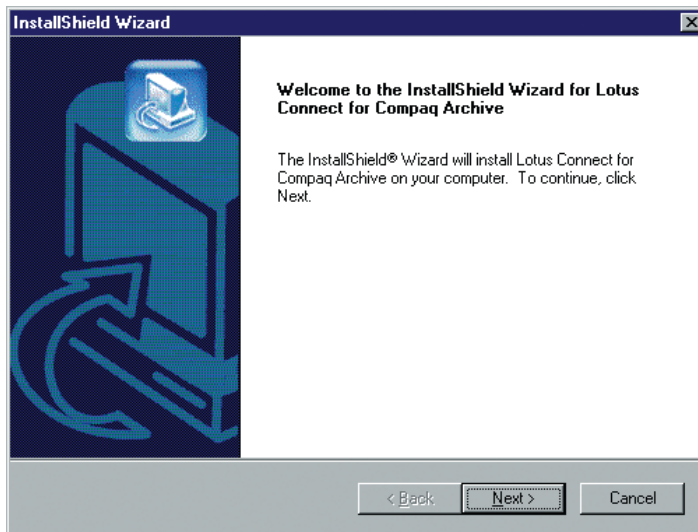
1.5 INSTALLATION OF THE LOTUS CONNECT

1.5.1 SOFTWARE INSTALLATION

Follow these steps to install Lotus Connect on your Lotus Server System:

- Insert the Lotus Connect CD into the computer's CD-ROM drive.
- If the installation program does not start up automatically, choose Start → Run. Click Browse and choose the file Setup.exe on the Lotus Connect CD. Click OK in the Run dialog box to begin the installation.
- Follow the on screen instructions.
- Restart your Lotus server.
- Do the post installation steps.

The Installation intro screen is shown after the startup of the Lotus Connect Installation on your Domino server.



The installation process automatically detects your Lotus server installation directory and integrates a server add-in in your notes.ini file. It is necessary to restart your Lotus server to have this add-in enabled. The Lotus Connect maintenance programs (server tasks) are installed in your Lotus server binary directory to have the possibility to run these programs from the Lotus server console or schedule these tasks from your calendar, and the **configuration database** is installed in your Domino data directory.

You can manage all archive related configurations within your Lotus Notes client.

1.5.2. POST INSTALLATION TASKS

This is needed to have a protection for the administration database of Lotus Connect and agent behavior.

To obtain access to the Lotus Domino Connect Configuration Database, you will have to create the group **'CompaqArchive'** in the Lotus Domino Administrator Application and add all authorized users to it. For further details about how to create and manipulate groups please refer to the Lotus Domino Administrator help.

After this, you need to sign the delivered databases. Go to the files view in your Domino Administrator, click on the "Lotus Domino Connect for Compaq Archive" database with the right mouse button and choose sign from the popup menu. Be sure to have "sign all design documents" selected, then hit OK. If no error occurs during this operation, do the same for the "Revision History for Compaq Archive" database. If you receive errors during the sign process, it is necessary to restart your Domino Server to be sure that all settings of the CompaqArchive group have been enabled for your server. Then retry the signing steps.



Agents are needed by the configuration database to interact with the Domino Connect shared library.

You now need to enter the current server document in the Domino Administrator. Choose the security panel. In the section “**Agent** Restrictions” you need to integrate the Compaq Archive Group in the field “Run unrestricted LotusScript/Java agents”. After this modification, you need to save the configuration for the current server document.

You are now finished with the post installation steps.

1.6 INSTALLATION OF THE COMPAQ ARCHIVE

To ensure support for Lotus Connect, you need at least Compaq Archive Version 5.1 SP1 running on your archive server.

Refer to your Compaq Archive user manual for the installation of your archive system. You need to install at least the base platform on the target system to have connectivity to Lotus Connect.





2. COMPAQ ARCHIVE CONFIGURATION

For proper functionality of Lotus Domino and Compaq Archive, the Lotus Domino Connect for Compaq Archive has to be configured as well as the archive system. This chapter shows how to integrate the Lotus Connect into Compaq Archive. It requires basic skills in Compaq Archive configuration. Refer to the Compaq Archive Administration Guide for more information how to configure your archive system with the Archive Administration Center.

The following example explains a simple archive scenario for archiving Lotus data in a single magnetic container. Refer to the advanced configuration chapter to have more advanced configuration examples.

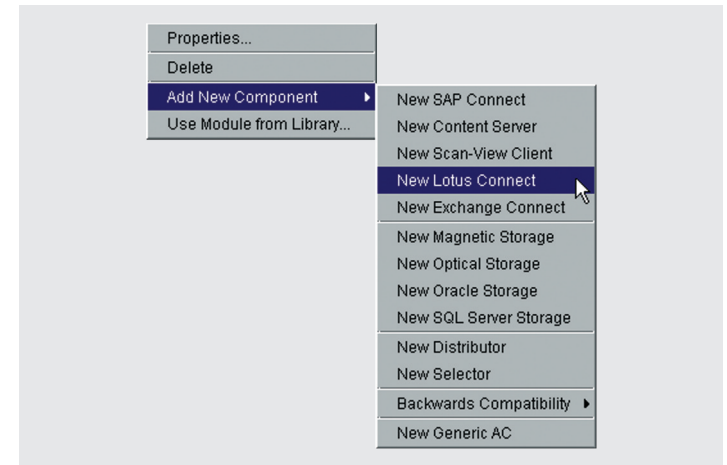
2.1 INTERFACING THE COMPAQ ARCHIVE

Start your Compaq Archive Administration Center.

Create a new project. Insert your archive server in the topology. Open the created module and insert the Lotus connect from the popup menu:

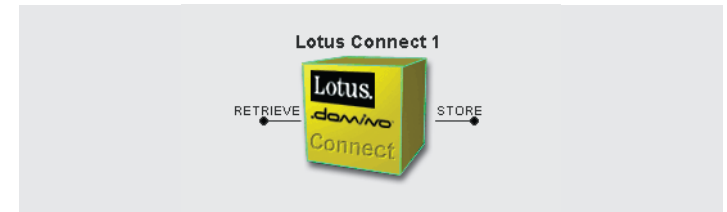


The Lotus Connect is integrated in the add component popup of the Compaq Archive Administration Center.



You now have a Lotus Connect component in your module which you can place somewhere in your module view.

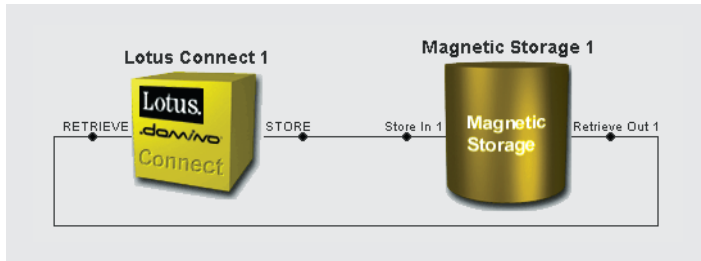
After selection the Lotus Connect from the popup menu, the Lotus Connect icon is shown in the module viewer



Insert a magnetic container in the module and connect the store and retrieve connectors of the Lotus Connect with the Magnetic Component. Your example should look like this:



This archive configuration shows the interaction of the Lotus Connect and a Magnetic Storage component in the module viewer.



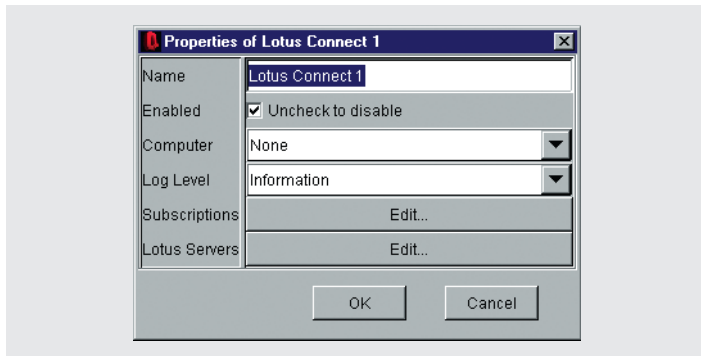
After embedding the Lotus Domino Connect into the Compaq Archive environment, you have to adapt it to the Lotus Domino settings.

2.2 CONFIGURATION OF THE CONNECTOR COMPONENT

The drop-down list is opened by moving the cursor over the component image and clicking the right mouse button. To access the properties, click the Properties line with the left mouse button.

The following properties define this Lotus Connect:

You can configure the all properties of your Lotus Connect in the property window.



You now can configure the following settings for your Lotus Connect:

Name: The name is an identifier that can be any synonym for your Lotus server. This name is later on used in your Lotus Domino Configuration Database to identify the connection to this Lotus Connect in the archive configuration.

Enabled: You can turn on/off the Archive Component by clicking the small window. Default is enabled. Leave this checkbox enabled.

Computer: The component is assigned to a part of the topology (one computer). The properties dialog box provides a list of all available machines in the topology. Remember that the Lotus Connect is assigned to your **Archive Server** Machine.

The Lotus Connect is virtually running on your archive system, not on your Lotus server.

Log Level: The Log Level describes the amount of information that is stored in a log file.

Default is Information and the user should not change it until hotline personnel gives other instructions.

The following list shows all possibilities in sequence of decreasing amount of Data and increasing speed.

Trace / Debug / Information (Default) / Warnings / Errors / Critical

Subscriptions: A component can subscribe to all events of other components in a module.

Refer to the Compaq Archive Administration Guide for details on subscribing and entering rules to react on these events.

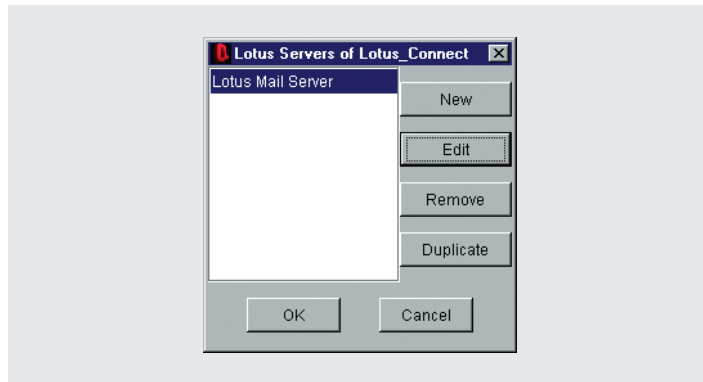
Lotus Servers: These are the Lotus Domino Servers, which you would like to connect to Compaq Archive.



Note: Every Lotus Domino Server can interact with only one Archive Server, but an Archive server can interact with more than one Lotus Domino Server as displayed in the following window.

Click on the button to open the following window:

The Lotus Server property window of the Lotus Connect shows all configured Lotus Servers for this connect.



New: Click here if you want to insert a new Lotus Server in the configuration. By default, there is one server already configured in the server view.

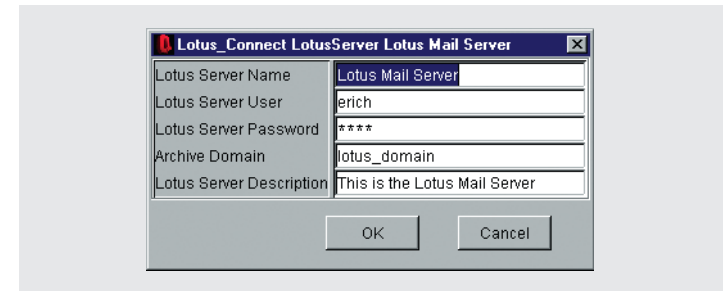
Remove: Deletes a Lotus Server from the server list.

Duplicate: Makes a copy of a table entry with all its properties.

Edit: Here you can edit the properties for a specific Lotus Domino Server. Select the already existent entry and click on the edit button. The following property window appears:



For a single Lotus Domino Server, you can adapt all properties in a single window.



You now can adapt the settings to your specific Lotus Domino Server values.

Lotus Server Name: This name has to fit the Lotus Server Name defined in the Additional Archive Settings of the Lotus Domino Connect Database on the Lotus Domino Server.

Lotus Server User/Password: These entries have also been made in the Additional Archive Settings of the Lotus Domino Connect Database and ensure a connection security.

Archive Domain: This is the assignment from Lotus Server to Archive Domain. This assignment is mandatory. **Archive Domain** is one of the basic concepts of the Archive V5; its goal is to arrange the documents by a certain aspect.

Lotus Server Description: Type in any text to describe the Lotus Server.

Refer to you Compaq Archive Administration Manual on how to benefit from the archive domain property.

After the configuration of the Lotus Connect, now configure your Magnetic Container as desired. Refer to the Compaq Archive Admin Guide for details.

Activate this project by “set current” in the Project popup window.

You are now finished with the configuration of Compaq Archive.



3. LOTUS DOMINO CONNECT CONFIGURATION

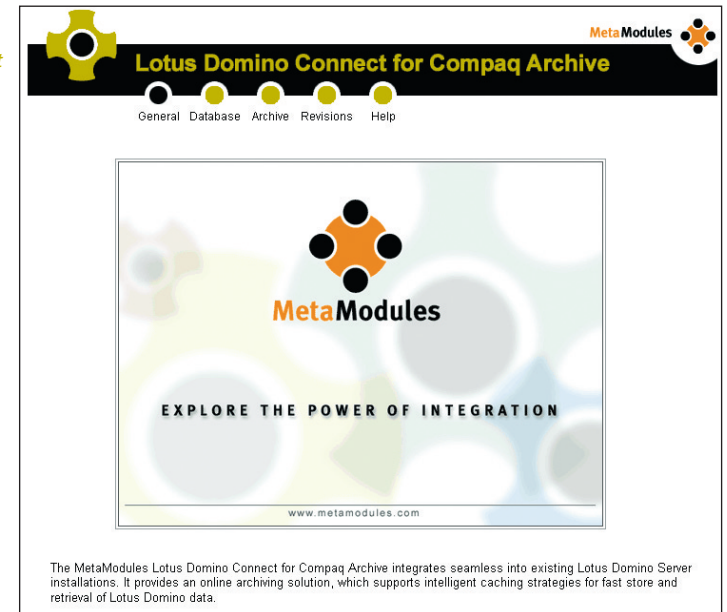
A Lotus Notes based administration environment is used to configure the databases which are monitored by the Lotus Domino Connect. An individual configuration is possible for each database. In this environment, the administrator has the choice to decide which fields should be archived and how long modified documents should be cached.

This configuration database was installed in your Lotus Domino database directory during installation. Open the “Lotus Domino Connect for Compaq Archive” database (NotesCon.nsf) from this directory in your Lotus system. Be sure you belong to the ‘Compaq Archive Administrators’ group to make any modifications in this database.

After you opened this database, the following intro screen appears:



This intro screen is shown upon startup of the Lotus Connect Configuration Database in your Notes client.



You are now in the startup page of the database. You now can choose between four menu items: **Database** for the integration of individual databases in the archive handling, **Archive** to configure your archive connection, **Revisions** to manage your eventually configured revision handling and a **Help** system.

We continue with the Archive configuration.



3.1 ARCHIVE CONFIGURATION

This view shows the settings that describe the correlation of Lotus Domino and Compaq Archive. The entries in this view make a **trouble-free interaction** between the two applications possible. They have to correspond to the entries in the configuration of the Lotus Domino Connect in the Compaq Archive Administration Center.

Remember that you can configure more than one Lotus Server per Lotus Connect in the Administration Center.

Additional Archive Settings	
Lotus Server Name:	Lotus Mail Server
Archive Host:	dominix
Project:	Project_1
Archive:	New_Archive
Module:	New_Module
Connect:	Lotus_Connect
Register Callbacks for:	<input checked="" type="radio"/> Notes Clients <input type="radio"/> Web Clients <input type="radio"/> both
Username :	erich
Password :	*****
Retype Password :	*****
Encryption Key :	This is my key for encryption
Transfer Directory:	d:\temp
Debug level	<input checked="" type="radio"/> Trace <input type="radio"/> Info <input type="radio"/> Warning <input type="radio"/> Error
CA Notes Connect License Code	85E51A88EFA425324710E3118 DDDF0F1EB60BDB67F3E9F8

All global settings for the Lotus Connect can be adjusted in the Archive configuration form of the configuration database.

Lotus Server Name: According to one of the Lotus Domino server names assigned in the AAC for the Lotus Domino connect component.

Archive Host: Network name of the Archive Server. Use a full-qualified host name here.



Project - Connect: These settings are identifying the location of the Lotus Domino Connect within the hierarchical structure of Compaq Archive. The values must correspond with the values for the project in your AAC project. Refer to the Compaq Archive Administration Guide for details.

Register Callbacks for: Use the Callback registration to enable proper access to archived data for either a Notes Client or a Web Client or both. Register the web client only if you are using web based mail access in your configuration.

Username: Create a user to interact with Compaq Archive (corresponding to AAC username value)

Password: Assign a password to the user. (corresponding to AAC password value)

Retype Password: Confirm the password for the user.

Encrypting key: Enter a string here, which is consistent over your Lotus Environment. An internal encryption key is generated from this string. This internal key is used for data encryption when this option is used for a specific database. A consistent key is necessary to interchange archived notes between different servers (replicas).

Exchange Directory: This directory is used by the Lotus Domino Connect and has to be located on the same machine as the Lotus Domino Server. Be sure that you use a **directory**, which has at least 500MB of free space.

This directory is used for temporary storage of Domino specific functions which require this disk space.



Notes Connect License Code: Enter the code, which was delivered with your Compaq Archive Lotus Domino Connect software. If you do not have a code for your Lotus Connect, leave this field blank. For information about licensing your Lotus Connect, check the chapter “Licensing”.

Beneath the license code some information about your license is displayed. You will find your **machine-ID** here, you need this item for ordering a license code for your specific installation.

The machine-ID is generated from machine dependent information.

To make modifications, you can switch to the Edit mode by clicking the Edit button. After having modified the entries, confirm by clicking Save. Now you are back in the view mode. You can delete your latest modifications by clicking the Undo button.

After saving these values, the Lotus Connect Database initiates a connection from your Lotus Domino Server to Compaq Archive. Check your Lotus Domino Server console log for the displayed information during this connections process. If an error occurred during this connection, refer to the troubleshooting chapter in this guide.

The connection to Compaq Archive is now set up. We can now configure a database for archive integration. Click on the database button of the menu to go to the following form:



3.2 DATABASE CONFIGURATION

The Database view represents the listing of all databases integrated into the Lotus Domino environment.

Information is retrieved about every database on your server. Please be patient.

During the first opening of this form, a **scan** over your Lotus Domino databases is initiated to collect all database information on your lotus server. Depending on your server environment, this can take up to 10 minutes to complete. After the database scan, the following form is displayed:

The database configuration overview shows all your databases on the local server and their archive integration status

Database Title	Database Path	Archive Integration	Expire Time (in Days)
Domino.Doc Administratorhandbuch	domdoc\ddmadmgd.nsf		
Domino.Doc Benutzerhandbuch	domdoc\ddmusrgd.nsf		
Domino.Doc Benutzerhandbuch	domdoc\usrgd.nsf		
Domino.Doc Bibliothek	domdoc.ntf		
Domino.Doc Installation Guide	domdoc\dddig.nsf		
Domino.Doc Installation Guide	domdoc\ddmddig.nsf		
Domino.Doc Konfiguration	ddmconfig.ntf		
Domino.Doc Programmer's Guide	domdoc\ddmddpg.nsf		
Domino.Doc Programmer's Guide	domdoc\ddpg.nsf		
Domino.Doc Protokoll	dmllog.ntf		
Domino.Doc Standort-Admin	ddadmin.ntf		
Domino.Doc Standort-Admin	domdoc\ddadmin.nsf		
Domino.Doc Transaktionen	ddmtrans.ntf		
Domino.Doc Transaktionen	domdoc\ddmtrans.nsf		
Domino.Doc und Domino Workflow	domdoc\ddmddwf.nsf		
Domino.Doc und Domino Workflow	domdoc\ddwf.nsf		
Erich Administrator	mail\eadminis.nsf	✓	0
Extended Mail (R5.0)	mail\0ex.ntf		
Hans Testmann	mail\htestman.nsf		



The following information is displayed per database:

Database Title: This name is assigned during the creation of the database.

Database Path: This is the path and name of the database within the Lotus Domino Data directory.

Archive Integration: Displays whether the database is integrated for archiving or not.

Expire Time (in Days): After this period of time the database is archived.

The **Refresh** button updates the Database view to the status of the Notes databases on the Lotus Domino Server. Databases, which were deleted from the server, are marked as deleted in the third column. The properties of these databases are still available. This scan can take up to 10 minutes to complete because all databases on your Lotus Domino server are scanned during this refresh.

We do now want to integrate a database in the archiving process, so just double click on the database you want to integrate in the archive scenario.



3.2.1 CONFIGURATION OF A SINGLE DATABASE

Depending on the server security, Lotus Connect cannot display complete information about specific databases. This has no influence on functionality.

The following form is displayed. On the left side of the window some **static information** about this database is displayed. On the right side you can edit the archive related information.



The properties for a single database can be adapted in this configuration form. You can reach this window by double clicking an item in the database overview.

Archive Integration: By using the checkbox on the top of the archive settings you can decide if you want to integrate this database in the archiving process. Check this box for your example.



Archive whole Database: If you want to archive complete database stubs for crash recovery purposes, check this box. While running the archive tasks, these databases are stored to Compaq Archive.

Save Body: Use this configuration setting to decide if and starting at which size a message body should be stored to Compaq Archive.

Save Attachments: Use this configuration setting to decide if and over which size a file attachment should be stored to Compaq Archive.

Save RTF Objects: Use this configuration setting to decide if and over which size a rich text objects should be stored to Compaq Archive.

Save HTML Objects: Use this configuration setting to decide if and over which size HTML objects should be stored to Compaq Archive.

Archive after: Enter a value in days after which the specified data is stored in Compaq Archive. Use “0” days if you want to store the data during the next configuration schedule task.

Delete after: Enter a value in days after which the specified data is removed from the local Domino database after it was last accessed. This value must be the same or higher than the “Archive after” value, because you can only delete notes data which was previously stored.

Encrypt Archived Data: Check this box if you want to move the data crypted to Compaq Archive. This slows down storing/retrieving performance, so if you have a secure connection to your archive server, it is not necessary to use the **encryption**.

If you use encryption, the data is not only transferred encrypted, it is also stored encrypted in Compaq Archive.

Revisions: If you want to have a revision management for modified data, mark this checkbox. Refer to the chapter “Revisioning” for details.

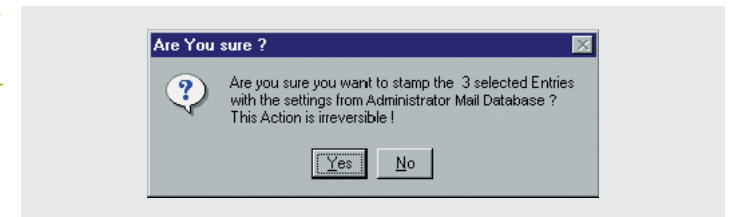


3.2.2 CONFIGURATION OF MULTIPLE DATABASES

Normally you need to integrate more than one database with the same settings to Compaq Archive (i.e. Mail Databases). There is an easy way to “copy” a single database configuration to many other databases.

The **Stamp selected** button is used to copy the properties of a certain database to several other databases. Just mark the target databases by clicking the databases in the first column or pressing the space bar. A small hook will appear in the first column of every selected row. Then choose the source configuration (the row will be selected) and press **Stamp selected**. The following window will appear, in which you can confirm or cancel this command.

After confirming the “Stamp configuration” request, the surrounded configuration is copied to your selected databases.



After confirming this process, the configuration of the surrounded database is copied to all the marked databases. With this functionality it is simple to manage a huge amount of databases, for example mail databases.

3.2.3 DELETE DATABASE CONFIGURATION

Be aware that you cannot delete a database configuration which is actually integrated in the archiving process.

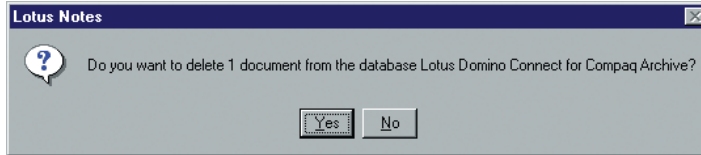
To remove a database from Compaq Archive, uncheck the “Archive Integration” flag.

The Delete button marks the configuration of any selected database as **deleted**, a small trash can will appear in the first row. The deletion will



be executed either after pressing F9 or closing the Lotus Notes application. In both cases the following window will appear, in which you can confirm or cancel the instruction:

After confirming the delete dialog, the configuration of this database is removed from the configuration database



Only the configuration of the database will be deleted, not the database itself on the Lotus Domino Server. The deletion mark can be removed by re-clicking the Delete button for the appropriate row(s).

3.3 REVISIONS

After you have enabled the revisioning for a database, you are able to retrieve earlier archived versions of stored parts of a note. During each run of the store process, the modification date of the note is checked against the archived data. If there are any changes made to the note, the store process is storing this new revision to the archive. The old archived data is no more needed, it is not any more **referenced** by this note. Because the old revision is still stored in the archive, a revision entry is made for this data in the Lotus Connect revision database. You are now able to retrieve this earlier version of your notes data from the archive.

The archive flag in your note only references the actual revision of the stored data.

It is also possible to archive complete database. For this, all archived data is removed from your configured database (even if the data is too new to remove), the database is compacted, and the remaining **database stub** is stored by the Lotus Connect. After this process, all archived data which was still resident in the database is retrieved and inserted in your database. Now your database still has the same content, but a minimal stub with all the information to retrieve the com-

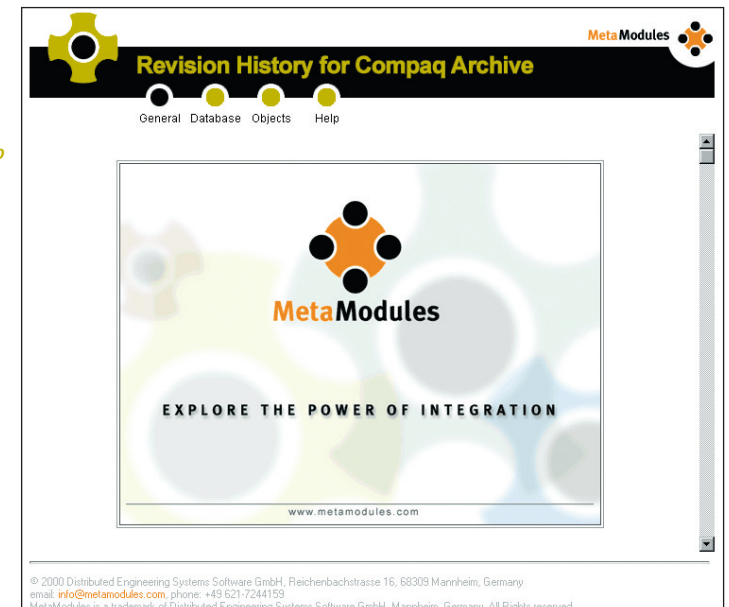
This method ensures that you store the minimal stub of your database in the archive to reduce storage space.



plete database is stored in the archive. In the case of a total data loss of this database, you are able to retrieve this database stub with your Lotus Connect and integrate this stub in your Domino Server. The Lotus Connect instantly retrieves requested information to this database upon user actions.

After clicking the Revisions button, the revision database is opened.

After selecting the revision button in your Lotus Connect Configuration Database the Revision History database shows it's intro screen.



You now have the possibility to choose between restoring old data revisions and complete database stubs.



Click on the database button to enter the archived database view. All archived database stubs are shown in this view:

With this overview over the archived database stubs you can recover the database entry to restore a complete database.

Database	Modification Date	StubfileSize	Archive Date
▼ K. Black Drafts		19547	02.02.2001
		23474	01.03.2001
		27500	02.03.2001
▼ Layouts		300	16.01.2001
		350	17.01.2001
	01.10.2001	245	15.01.2001
▼ Revision Database		12343	15.12.2000
		32132	16.12.2000
		32043	18.12.2000
	12.12.2000	1234	14.12.2000
▼ S. Brown Drafts		12675	13.05.2001
	01.05.2001	15256	05.12.2001

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Select the database you want to restore and click on the restore button. After a confirmation and a check that this database is not yet existing, this database is retrieved from the archive and copied to your Domino data directory. You may need to check the **configuration** for this database in the configuration view of your Lotus Connect configuration database. No further action is necessary for this database restore procedure.

For the callback retrieving it is not necessary that the database is configured for archive integration.



Retrieving data revisions:

Click on the objects button to get an overview about archived data revisions.

All archived revisions are presented in the revision overview. These objects can be mailed to any lotus user to retrieve an older revision.

Database	NoteID	Objects	Modification Date	Modified by	Object Size	Object Type
▼ Layouts						
	▼ 33478					
		▼ Base.jpg	13.01.2001	S. Brown	345	Attachment
		▼ 33479				
		▼ increase_a.dxf	16.10.2001	K. Black	12000	Attachment
			17.10.2001	A. Green	15600	Attachment
			20.10.2001	S. Brown	15679	Attachment
▼ Revision Database						
	▼ 12345					
		▼ Test.jpg	12.12.2000	Hans	1256	Attachment
▼ S. Brown Drafts						
	▼ 12789					
		▼ Design.dxf	01.05.2001	S. Brown	12876	Attachment
			01.06.2001	S. Brown	16887	Attachment

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This tree view shows all available notes data revisions. It is divided in database name, note id and data object. For each object you can see the modification date, the object size and the object type. If you want to retrieve a specific revision, select this row and press the button "Mail Revision". You are now prompted for one or more valid lotus user accounts, and the revision is instantly mailed to this user (group) as an attachment of a **generated mail**.

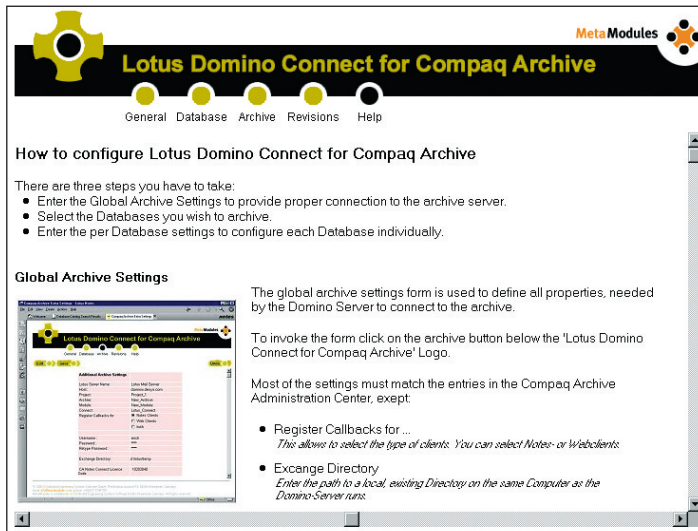
Some information about this attachment is stored in the message body of this mail.



3.4 HELP

This view provides information about functionality and configuration of MetaModules Lotus Domino Connect for Compaq Archive. Read this in case of problems during the configuration.

A short help screen is displayed after pressing the help button. The main forms of the Lotus Connect are described in here



3.5 LICENSING

A valid license is necessary to work with your Lotus Connect.

Without a valid license the Lotus Connect is working in an evaluation mode. This mode supports the configuration of one database with full functionality. To have the possibility to have more than one database at a time, you need to license your Lotus Connect.



How to obtain a license

Go to your archive configuration panel of the Lotus Connect configuration database. Under the license key field your machine ID is displayed. Send this machineID, your company name and the maximum amount of databases you want to integrate in the archive solution for this Lotus Domino Server to your **MetaModules** support. Depending on this data you can order a license for your specific configuration.

Ask your archive consultant to obtain information where to request the license key.

How to install a license

Enter your license code in your archive settings to enable the full mode of your Lotus Connect. You can now see your company name, the number of databases currently configured for archiving and the maximum of databases you can configure for this server and an eventually existing expiry date for hits license. If the maximum database amount for your license has been reached, you cannot integrate databases any more. You need to obtain a new license key for a higher capacity.

License part of the global archive settings form.

Machine-ID	COMPILEFIX-Desys-27280-727 69269+6257365-44204
Company Name	Desys Software GmbH
Database usage	26 of 1000 licensed databases
License expire date	05/31/2001 00:00 AM
License status	valid



4. RETRIEVING/STORING

The instant retrieving of documents is already integrated in your server functionality. To have the possibility to schedule some time consuming work like archiving your documents, you can execute these tasks **manually** from the server console or through your calendar.

Just enter “call” followed by the task name in your lotus domino console.

The following tasks are delivered with the Lotus Connect.

4.1 CONFIGURATION TASK

This task can be executed with the executable name “compaqarchive-config”. No parameter is needed. The server task has the following functionality:

- Retrieves the archive properties from your configuration database
- Connects to Compaq Archive.
- Scans over all archive integrated databases
- Stores configured parts of notes to Compaq Archive
- Retrieves databases from Compaq Archive, which are no longer, integrated in archiving.
- Stores / retrieves data depending on database configuration change.

4.2 CLEANUP TASK

Whenever you store data to Compaq Archive, the note is still completely persistent in the database. To remove those notes from your database after a specific amount of time after the last access, you need to schedule the “compaqarchiveclean” task. This task does the following work:



- Scans over all archive integrated databases
- Deletes stored documents, which are not accessed for a specific time period.

Remember that cleaned parts of a note are not deleted from your database; they are only **marked as deleted**. To have the effect that your database size decreases, you need to schedule the standard Lotus Domino compact tasks after the cleanup task.

Lotus Domino does not automatically shrink the database size when data is deleted from a database.

4.3 ARCHIVE TASK

Schedule this task when you want to archive complete databases for crash recovery purposes. The configured databases are cleaned up from any archived parts, the remaining database is replicated, and the replica is stored to Compaq Archive. With this database stub you are able to retrieve your complete database from Compaq Archive. This task does the following work:

- Scans over all databases which are marked for “archive whole database”
- Removes all stored parts from the database
- Replicates the database
- Stores the replicated database stub to Compaq Archive
- Fills up the database with the archived contents to the state before this task.

The time depends on the amount of databases you scheduled for “complete database archiving”.

Remember that this process is very **time and storage** consuming. Only schedule these tasks when you have the time window to do this. Get some experience from test runs how long this takes in your specific environment.



4.4. SCAN TASK

This process is only needed if you have lost your Lotus Domino Connect configuration database.

After you have integrated a database in the archiving process, a backup note of your archiving configuration will be stored in the appropriate database. So if your Lotus Domino Connect configuration database gets lost or damaged, you are able to retrieve your settings with this process. You just need to install a **new** Lotus Domino Connect Configuration Database.

You can reinstall the Lotus Domino Connect Software to get a new configuration database.

After starting this process, a scan is initiated over all databases for this Domino server. The task searches for a specially marked configuration note in this database. Once the process has found such a note, the configuration information is retrieved and integrated in your Lotus Domino Connect configuration database.

After this process has run, you have an updated Lotus Domino Connect configuration database available with all database specific configurations in it.

4.5. CRASH RECOVERY TASK

If you have chosen to archive complete database stubs, you need to have the possibility to recover these database stubs in the case of a complete server loss.

You need to integrate the Revision Database of Lotus Domino Connect in the archiving process with only “archive complete database” enabled. Every time this database is archived, the Administrator of the Domino Server will receive a mail with an **archive key**. This key is needed to identify the revision database in the archive. Make a printout of this mail to have this key even if your server crashes.

Every document can be identified in the archive by a unique archive key.



Once you have lost your revision database (you need this database to retrieve other archived database stubs), you can start the `compaqarchivecrashrecovery` process with the last archived key as a parameter. The process retrieves this revision database from the archive, and after this, you are able to retrieve the other database stubs from the revision database.



5. ADVANCED CONFIGURATION

5.1 CHANGING THE MAIL TEMPLATE

The integration of the Lotus Connect is completely transparent to the end user.

However the note is modified during opening, the retrieved and/or stored notes are marked as modified / unread (red color in the mail template). This is not very practicable during work in your mail application. To avoid this, you need to change a database property. Go to your database property dialog, click on the design panel and mark the checkbox “Do not mark modified documents as unread” enabled. This avoids this behaviour.

Another enhancement for the mail template is the correct display for the attachment icon. After an attachment was stored to Compaq Archive and removed from the note, the mail application does not know any more that there was an attachment with this note and does not display the attachment icon.

There is a patch for your mail template delivered with Lotus Connect, which changes the attachment icons decisions from the mail application. This patch displays the attachment and/or **archived icon** depending on the hidden flags the Lotus Connect is inserting in the handled notes.

The archived icon has the symbol of a CD-ROM which shows that the data is stored persistent in the archive system.

If you want to use the Compaq Archive mail template just copy the ‘mail50.ntf’ template from your installation media to your Lotus Domino Data directory. You will have to sign it in the same way as you signed the Lotus Domino Connect configuration database in the post installation steps. To apply the changes to all mailboxes, based on



‘mail50.ntf’, open the Domino console and type ‘load design’. This starts the Lotus Domino Designer task, which updates all dependent databases.

If you want to make changes in your custom mail template just take a look in the template on the installation media. You can see the changes in the fifth column of the \$Inbox-folder. There is a function script, which determines the type of attachment and returns a numerical value. This Value is then translated into an icon by the column.

The interesting line in this sections is:

```
@Length($COMPAQARCHIVEATTACHMENTFLAGS)!=0;48
```

This item holds information about stored items and is handled by the Domino Connect tasks.

This line embedded in an @if-function returns 48, which stands for the CD-icon, if the **\$COMPAQARCHIVEATTACHMENTFLAGS** item is available and filled with any value. A filled attachment flags item means that attachments of this mail reside in the archive. You can use this behaviour for changes in your own templates.

However changing anything in your application is not necessary to include your databases in the archiving process. The changes mentioned above are only for viewing purposes. It does not affect the functionality of Lotus Domino Connect for Compaq Archive.

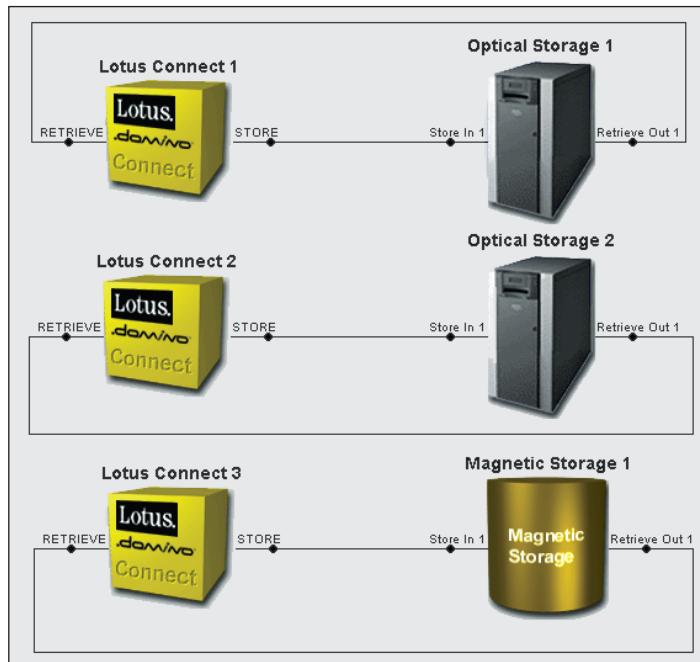


5.2 USING MULTIPLE SERVERS / ARCHIVES

There are two ways to connect more than one Lotus Server to Compaq Archive. If you want to store the different server data to different storage media, you have the following possibilities.

First solution is to use more than one Lotus Connect in your Administration Center configuration. This example looks like this:

Compaq Archive Administration Center example for multiple Lotus Connect servers using more than one Lotus Connect in a Module.



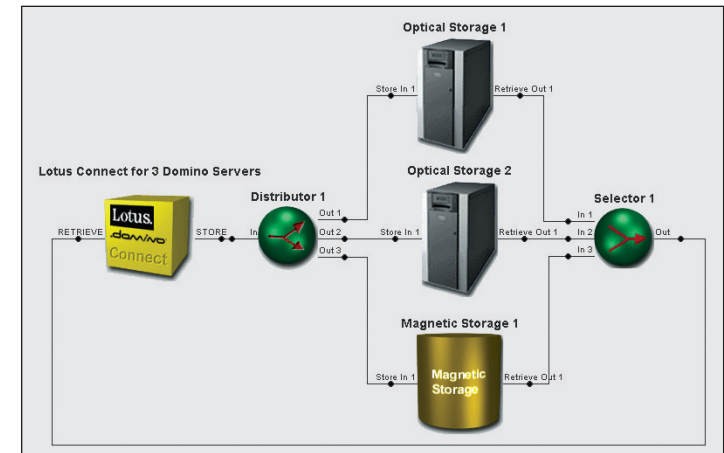
This example is not very flexible. Check the next possibility how to handle this environment:



Specify more than one Lotus server in your Lotus Connect configuration in the Compaq Archive Administration Center. You need to use a **dis-tributor** to store the data depending on the archive domain. See chapter “Advanced Configuration” for details on scripting possibilities. The following AAC example shows the use of one Lotus Connect with more than one Lotus Domino Server:

You also need a selector for the retrieval connections of the storage components.

Advanced Administration Center configuration example for multiple Lotus Connect servers with a scripting solution using a distributor and a selector.



You now have the possibility to distribute the data depending on a different archive domain (you can configure this domain per Lotus server).

Also you have the possibility to distribute the data depending on the data size, the data type or the notes database titles. Check your Compaq Archive administration guide for details on distributing data, and see chapter “Advanced Configurations” for more information about Lotus Notes document properties.



5.3 DOCUMENT PROPERTIES

Once after the data is within Compaq Archive, you have many possibilities to move the data from one storage component to another. You can do this for all documents stored, but it is better to move data depending on their properties through the scenery.

The following properties are saved with any data from your Lotus Domino server:

Property Name	Description
datatype	The datatype, which comes from the Lotus database. Example values are “Body”, “HTML”, “RTF”, “binary” or and file type (extension) from file attachments.
databasetitle	The database title from the specific Lotus Notes database or the username for Lotus Mail Databases.
modification date	The modification date of the data
size	The size in bytes of the data.

This mechanisms are completely independent from your lotus connect. You can use these properties for **scripting** purposes.





6. QUESTIONS/ TROUBLESHOOTING

When you are experiencing problems with Lotus Connect for Compaq Archive, use this troubleshooting guide to find a solution for your specific problem:

I restarted the Lotus Server, but nothing happened.

After the restart of your Lotus Server, the Lotus Connect displays connection information in your server console. If there is no output from the Lotus Connect, check your NOTES.INI file in your domino installation. In the variable EXTMGR_ADDINS there should be an “lotusconnect” entry. If you have no such entry, add or modify the EXTMGR_ADDINS variable with the word “lotusconnect”.

I cannot connect to Compaq Archive.

- Check the physical connection to your archive server. With your Compaq Archive distribution, a network check tool is delivered. Run this tool on your archive server as well as your Lotus Domino server and check for problems with IP and name resolution.
- Check if the archive is up and running on the archive server. You can do this via your webbrowser (connect to <http://archiveserver:2906>).
- Check the Lotus Connect Configuration Database for the correct values to identify the Lotus Connect in Compaq Archive. Check all the values of the CARL (Compaq Archive Resource Locator) for consistency with the values entered in the Administration Center (Project / Archive /Module /Component).



- Check the symbolic Lotus Server Name with the configured symbolic name in the Administration Center.
- Check username and password for consistency.

Storing documents is causing an error

- Check if the archive is up and running on the archive server. You can do this via your webbrowser (connect to <http://archiveserver:2906>).
- Check if the configured exchange directory exists on your Lotus server and that the Lotus Domino server has access to this directory.
- Check if there is enough space in the temporary directory.

Retrieving documents is causing an error

- Check if the archive is up and running on the archive server. You can do this via your webbrowser (connect to <http://archiveserver:2906>).
- Check if the configured exchange directory exists on your Lotus server and that the Lotus Domino server has access to this directory.
- Check if there is enough space in the temporary directory.

Mails are displayed as unread after archiving

You need to change the database property. Go to your specific database property dialog, click on the design panel and mark the checkbox “Do not mark modified documents as unread” enabled. This avoids this problem.



Attachment flag is not displayed after archiving

After an attachment was stored to Compaq Archive and removed from the note, the mail application does not know any more that there was an attachment with this note and does not display the attachment icon. There is a patch for your mail template delivered with Lotus Connect, which changes the attachment icons decisions from the mail application. This patch displays the attachment and/or archived icon depending on the hidden flags the Lotus Connect is inserting in the handled notes.

Opening a message takes a long time

Depending on the storage media where your data is resident within Compaq Archive, it can take a moment for your data to be retrieved. Sometimes there is the need to change optical media in the archive.

A database got completely lost. How can I restore the complete database?

Go to the revision page and click on the last archived database stub of this database. Click on “send Revision” and the database stub is mailed to your account. Copy the attachment of this mail to your database directory and integrate this database in your Lotus Domino server. You can instantly work with this database because all archived data from this database is retrieved on the fly during access to this database.





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