## **Vtria** [Lotus Notes Tools]

# QUICK ST⊵RT GUIDE



See all the agents on your Domino server—even those

that aren't scheduled to run today. Ytria agentEZ lets see the load on your server, view agent logs, make mass modifications to agents, sign agents with your current ID and much more. Ytria agentEZ lets you see and analyze all the agents on your server. **Here's how:** 



1.1 See any agent—even private agents and agents not running today: When you first launch agentEZ, you'll be prompted to choose a server. Once a server is loaded, the Databases panel (on the left) will list all the databases on the selected server. Ytria agentEZ will show the agents for any databases checked in this panel. If you click the top-level checkbox, only databases with agents will be checked off that's a great way to quickly determine which databases have agents. You have a number of options to help you narrow down your selection and organize agent information: 1.1.1 **Choose the type of agents to display:** Near the top of the **Databases panel** there is a menu where you can specify the type of agents to show in agentEZ. Your options are to display: All agents; Scheduled agents only (the default setting); "Before new mail arrives" agents only; "After new mail arrives" agents only; "All documents are created or modified" agents only; or "When Server Starts" agents only.



Also, there is another pull-down menu in this panel that lets you choose between using the **Design Collection** or **Basic Search** to retreive agents. The **Design Collection** is faster but

🗠 Ytria agentEZ v9.1.0.20 -	Demo 2/Demo 2			
Eile Edit Panels Search	<u>O</u> ptions <u>H</u> elp			
Databases $\Psi  imes$	44 databases and 111 agents cu	currently listed in the grid.		<u>ହ</u>
Scheduled • Design Collection	Drag a column header here to group	p by that content.		Grid Data
■ ■	💥 Database Title 🛛 🗙 Dat	atabase P 🛒 Database Filename	🛪 🛪 Name 🕺	Last Alias X Sched  OtherProcess GenProcess GenProcess
	My Process Database	MyProcess.nsf	💊 Other Update Process	OtherProcess
🛓 🗌 🚞 help (0/7)	My Process Database	MyProcess.nsf	😡 Generic Update Process	GenProcess
🛓 🗌 🧰 iNotes (0/3) 👘	My Process Database	MyProcess.nsf	😒 Special Daily Process	SpecialDallyProcess
🖻 🗹 🚞 mail (3/3)	Domino User License Tracki \	userlicenses.ntf	Calculate	Calculate 🛛 🗹
🗈 🔳 🚞 mp (4/6)	Notices Of Change   Avis d \mp	np\ mp_noc.nsf	💊 (CoreScript)	FullAction
	Test Database \	test_one.nsf	(CoreScript)	PublicationAction4
→	Notices Of Change   Avis d \mp	np\ mp_noc.nsf	💊 (CoreScript)	PublicationAction
- AgentRunner.ns	Domino Web Administrator (6)	webadmin.nsf	agHousekeeping\$ServerL3	
alog4.ntf	Server Web Navigator (R5)	pubweb50.ntf	Purge	
archig50.ntf	Server Web Navigator (R5)	pubweb50.ntf	Refresh	
🖸 🐼 Base_Preview.r	Reports for Demo2/Demo2	reports.nsf	😡 Daily Report Agent	aaDailyReportAgent 🖂
🛄 🗾 billing.ntf	Reports for Demo2/Demo2	reports.nsf	🕪 Weekly Report Agent	aaWeeklyReportA 🔽
bookmark.nsf	Reports for Demo2/Demo2	reports.nsf	Monthly Report Agent	aaMonthlyReportA 🔽 🗠
bookmark.ntf	<			>
😒 busytime.nsf 	Agent Timeline			# ×
cache.ntf	Accurt Collector 7	Coom In Zoom Out	Last 24 Hours - Show all agents	in suid a
Catalog.nsf	Agent Selector Zo	Coom In Zoom Out	Last 24 Hours + Show all agents	ingria •
	Ma	ar 24		=
cca50.ntf			10 17:20 17:30	17:40
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certpub.ntf	ApprovalStatus			
certreq.ntf	Special4Data AssistProcess			
	Assistrucess	LI		
Ciabair4.ntr	2	Mar 24,	2070	
Database Selection Filter 🛛 🗧	Output Agent Timeline			
Ready				NUM

The main agentEZ window

the **Basic Search option** will show private/personal agents. (NB: The options in this menu won't affect **Databases panel checkbox selections** after the fact. If you make a change in this menu you should re-select checkboxes for the databases you'd like to work with).

**Note:** Because of performance considerations, agentEZ does not, by default, automatically load agent information. To load the agent information, simply make a selection and click **Ctrl+L**. Alternately you can set agentEZ to automatically load detailed agent information in the **Options menu**.

### 35 databases and 388 agents currently listed in the grid.

Schedule	Туре	Agent So	hedule 🛆			
tatus 🛒	Agent Type	×ĭ	Database Title	×ĩ	Database P 🛒	Database Filena
🗉 Schedi	ıle Type : (34	44)				
Sched	ıle Type : Dai	ly (23)				
🗄 Age	ent Schedule	: At 01:00:00 A	M (13)			
🖃 Age	ent Schedule	: At 01:32:00 F	M (1)			
	LOTUSSCRIPT		Demo2's Address Book		1	names.nsf
🖃 Age	ent Schedule	: At 03:00:00 A	M (2)			
	LOTUSSCRIPT		Catalog (R5)		١	catalog.ntf
	LOTUSSCRIPT		Server Web Navigator	(R5.0)	١	pubweb50.ntf
🗄 Age	ent Schedule	: At 07:00:00 F	M (1)			
🗄 Age	ent Schedule	: At 10:00:00 A	M (1)			
🕒 Age	ent Schedule	: At 11:00:00 F	M (1)			
🖃 Age	ent Schedule	: At 12:00:00 A	M (4)			
	JAVA		Reports for Demo2/De	mo2	1	reports.nsf
	LOTUSSCRIPT		Reports for Demo2/De	mo2	١	reports.nst
	JAVA		Reports (R5)		1	reports.ntf
	LOTUSSCRIPT		Reports (R5)		A.	reports.ntf
	le Type : Mo					
Sched	ile Type : Mo	re than once a	day (13)			
Sched	ıle Type : We	ekly (5)				
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1.1.2a Sorting by Schedule Type and Agent Schedule in agentEZ

Enable $\nabla$			
Status 🛛 🗙	Database Title 🛛 🕺	Database P 💉	Database Filename
😑 Enable : Ch	ecked (5)		
🖉 Modified	MP UNASSIGNED	\mp\	mp_unass.nsf
🖉 Modified	MP UNASSIGNED	\mp\	mp_unass.nsf
🖉 Modified	MP UNASSIGNED	\mp\	mp_unass.nsf
	MP UNASSIGNED	(mp)	mp_unass.nsf
	MP UNASSIGNED	\mp\	mp_unass.nsf
😑 Enable : Un	checked (39)		
	Reports for Demo2/Demo2	1	reports.nsf
	Reports (R5)	1	reports.ntf
	Personal Web Navigator (R	1	perweb50.ntf

1.1.2b Sorting agents by Enable / Disable status in agentEZ

1.1.2 Quickly see detailed, sortable agent

**information:** In the large main agentEZ pane (aka **Grid pane**) you have access to a wealth of information about the agents contained in the selected databases. This pane supports multi-layered grouping so you can sort agent information by numerous variables (eg in figure 1.1.2a the agents are grouped by **Schedule Type** and **Agent Schedule**).

**1.1.3 Customize agent data columns in the grid:** The **Grid Data Composition panel** lets you choose which columns of agent data to include in the grid. Disabling superfluous columns can greatly speed up performance when dealing with very large sets of agents. Conversely, you can use this panel to display a number of columns that are not shown by default (eg 'Run on Behalf' of).

Grid Data Composition $~~$ 4 $ imes$
Restore Default
Select All
Unselect All
✓Last Run Date     ✓Last Run Duration     Full Name     Agent Type     Shared     Start running agent on this dat     Stop running agent on this dat     Run on week-ends     Run as web user     ✓Run on behalf of     Allow remote debugging     Allow user activation     Compile Java code with debu.     Profile this agent

### 1.1.3 The Grid Data Composition panel

**1.2** Figure out how much agents are contributing to your server load (or if they're running at all): Ytria agentEZ lets you know the duration of an agent's last runtime via the Last Run Duration column in the main agentEZ pane. The Last Run Date column, which appears in the same pane, has a button that will open an Agent's log, if you need more detailed information.

#### 44 databases and 111 agents currently listed in the grid.

Dr	ag a column heac	ler here to group by th	hat conti	ent.			
×	Signer 🛛 📈	Last Run Start Date	XY L	ast Run Date.	×	Last Run Duration 🟹 🚀	Choos
	Peter WOOD	22/03/2010 1:00:23	PM 2	2/03/2010 1:10:24 PM		00:10:01	
	Peter WOOD	22/03/2010 12:34:17	PM 2	2/03/2010 12:44:18 PM		00:10:01	
	Peter WOOD	22/03/2010 11:57:11	AM 2	2/03/2010 12:07:11 PM		00:10:00	
	Peter WOOD	22/03/2010 1:10:25	PM 2	2/03/2010 1:19:26 PM		00:09:01	
	Peter WOOD	22/03/2010 12:52:22	PM 2	2/03/2010 1:00:22 PM		00:08:00	
	Peter WOOD	22/03/2010 12:47:21	PM 2	2/03/2010 12:52:21 PM		00:05:00	
	Peter WOOD	22/03/2010 12:44:19	PM 2	2/03/2010 12:47:19 PM		00:03:00	
	Lotus Notes	06/06/2002 6:08:14	PM C	06/06/2002 6:08:19 PM		00:00:05	
	Notification	27/03/2007 12:53:00	PM 2	27/03/2007 12:53:02 PM		00:00:02	
	Eric HOUVEN	17/12/2008 2:56:19	PM 1	7/12/2008 2:56:20 PM		00:00:01	
	Notification	27/03/2007 12:53:03	PM 2	27/03/2007 12:53:03 PM		00:00:00	
	Demo2/Demo2	22/03/2010 1:30:08	AM 2	2/03/2010 1:30:08 AM		00:00:00	
AM	Lotus Notes						
	Peter WOOD						
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1.2a See detailed agent runtime information in agentEZ

🖏 Agent Logs					2
Drag a column h	eade	r her	e to group by	that content.	
Database Ti 🛒	хĩ	×ĩ	Name 🛒	Log Entry	^
My Process Data	٧	Nrg	Special D	Started running agent 'Special Daily Process SpecialD	E
My Process Data	٧	М	Special D	Running on all documents in database: 0 total	
My Process Data	٧.	М	Special D	Found 0 document(s) that match search criteria	
My Process Data	٧.	М	Special D	22/03/2010 11:57:11 AM: Theorical Agent Duration:	
My Process Data	٧.	М	Special D	22/03/2010 11:58:11 AM: Duration so far: 1 m 0 s	
My Process Data	٧.	М	Special D	22/03/2010 11:59:11 AM: Duration so far: 2 m 0 s	
My Process Data	٧	М	Special D	22/03/2010 12:00:11 PM: Duration so far: 3 m 0 s	
My Process Data	٧	М	Special D	22/03/2010 12:01:12 PM: Duration so far: 4 m 1 s	
My Process Data	٧	М	Special D	22/03/2010 12:02:12 PM: Duration so far: 5 m 1 s	~
<				>	
				Done	

1.2b For even more information, you can view an Agent Log



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1.3 The Agent Timeline for a visual overview of the agent runtimes: See when and how long agents ran on your server in the **Agent Timeline panel**. All the agent runtimes are displayed in a Gantt chart, so longer bars correspond to longer agent runtimes. The Agent Timeline will only show agents displayed in the Grid pane. This means that any active filters in the **Grid pane** will remove agents from the timeline. Please note than detailed agent information (Ctrl+L) must be loaded in the grid for the timeline to appear.

ent run durations are indicated	🛯 Generic Properties 🛛 🛛 🔀
bars on the timeline	
	Run as web user
	Run on behalf of
	Allow user activation
2.1.1 <b>Delete Agent(s):</b> This contextual menu option	Allow remote debugging
allows you to delete any agents selected in the main grid.	Allow Public Access users to view and run this agent
2.1.2 Enable/Disable: These contextual menu	Profile this agent
options let you enable or disable selected agents.	Compile Java code with debugging information
options let you chable of alsable selected agents.	Set runtime security level : (1 = most secure)
2.1.3 <b>Change "Run on":</b> This contextual menu option	2. Allow restricted operations
lets you change the server on which an agent will run.	
	All readers and above
🗠 Change your "Run On"	The set of
Run on Demo2/Demo2 -	
Choose server when agent is enabled	
Apply Cancel	
	<ul> <li>Store search in search bar menu</li> <li>Store highlights in document</li> </ul>
Changing the "Run on" setting in agentEZ	<ul> <li>Store nigrinights in document</li> <li>Run in background client thread</li> </ul>
	Apply Cancel
2.1.4 Change Generic Properties: This contextual	
menu option lets you change a number of agent properties.	2.1.4 Change agent properties in agentEZ



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Contextual menu

options in agentEZ

Show Agent Log... Open in Designer... Run Agent on Server... Grid Action

Grid Columns

**2.1.5 Change Runtime Properties:** This contextual menu option lets you edit one-or-more agents' runtime properties.

🖏 Schedule Properties 🛛 🗙			
Runtime			
🔿 On event 💿 On schedule			
Schedule Type : More than once a day -			
Target : All new & modified documents -			
Run Agent More Than Once a Day			
Run agent every 1 🗢 hour(s) 0 🔷 minutes			
O Between times 3:08:46 PM 🗢 and 3:08:46 PM 🗢			
⊙ All day			
Restrict Dates When Agent Runs			
✓ Start running agent on this date 02/08/2007 ▼			
Stop running agent on this date 02/08/2007			
Don't run agent on week-ends			
Apply Cancel			

2.1.5 Change Runtime properties in agentEZ

**2.1.6 Sign and Save Selected:** This contextual menu option lets you sign and save an agent with the current ID. This is a handy way to fix certain agent signature issues.

**2.1.7** Sign with another ID (with signEZ): This contextual menu option lets you sign and save agents selected in the grid with another Notes ID. In order to use this feature you must have a licensed copy of Ytria signEZ installed.

2.1.8 Open in Designer:	The option lets you open a
selected agent in Domino de	esigner.

**2.1.9 Run Agent on Server:** The option lets you run a selected agent on the server. This feature generates a command and displays it in a dialog box. From the dialog box you can click **OK** to send the command to the Domino console or **Cancel** to dismiss it.

File Edit Panels Search Options Note: When you Open Server... Ctrl+O modify an agent in Sign & Save All Modified Ctrl+S agentEZ you'll see a 'pencil icon' ( 🖉 ) but Export... in order for the changes Save Database Selection to actually be applied to Save Agent Selection Load Saved Selection your server you must click Ctrl+S or select "Sign Themes . and Save all modified" Eavorite Servers ۲ in the File menu Exit



2.1.7 Using signEZ and agentEZ together to sign agents with a different ID

This command will be sent to the console:
tell amgr run "Demo\DEMOINIT.NSF" '(SubmitDocument)'
Be sure to have a console open in order to receive feedback. The "Run Agent on Server" command will only work if you have the right to send commands to the console.
<b>OK</b> Cancel

2.1.9 Tell the sever to run selected agents using agentEZ

**2.1.10 Run on Behalf of:** This option lets you change the **Run on Behalf of setting** for any selected agents. The dialog lets you either select a name from a **NAB** or find a user in a profile document. The latter option is useful for setting **Out of Office agents** to run on behalf of the mail file owner.

🗠 Run On Beha	lf Of		
O User in NAB User in NAB	⊙ Find U	lser in Profile Document	
Find User in Profi			
Profile Doc: Field: Own	CalendarProfile er	3	
If Field Contains I	dultiple Users:	⊙ Take First User	Take Last User



2.1.11 **Rename Agent(s):** The option lets you enter a new name and alias for the agents selected in the grid.

### 2.2 Use Full Access Administration:

agentEZ (like all other Ytria tools) supports Full Access Administration. To turn it on you simply click **Options>Full Access Administration**. This implementation in no way circumvents Notes security, so you must be listed as Full Access Administrator in order to use Full Access Administration in agentEZ.



2.2a Full Access Administration in agentEZ

Demo2/Demo2 -	Full Access Administration

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