

NAMING CONVENTION & SQR/CRYSTAL VERSION CONTROL

NAMING CONVENTION

Purpose

Naming conventions are set up to ensure that:

- all Brandeis-developed tables, fields, panels, etc. are easily identified, and
- the upgrade path is clear of unidentifiable objects.

Definitions

- **Customization:** any change that is made to an existing PeopleSoft delivered table, panel, report, process, menu, field, etc. This can have a major impact on the upgrade process and at times can prevent other PeopleSoft delivered processes from running correctly.
- **Accommodation:** a Brandeis-developed solution to a business problem that stands alone or to the side within the PeopleSoft Application. This may include new tables, fields, panels, search records, SQR's, Query/Crystal, PS nVision reports, and so on. For example the Labor Distribution System might be a candidate for accommodation. An accommodated element is linked or bridged to existing PeopleSoft elements, but does not change the PeopleSoft elements.

Process

Since all PeopleSoft tables start with 'PS', we will precede customized tables with just 'BR_'. Because the systems will be in separate instances, we do not need a distinction between Finance, Human Resources, or Student Administration.

- New tables will be called - BR_ *tblname*
- New fields will be called - BR_ *fldname*
- New panels will be called - BR_ *pnlname*
- New SQR/Crystal reports will be called - BR_ *name*.sqr

We need to establish naming standards to bring order to the work. These are not meant to encourage modifications to PeopleSoft delivered tables, panels, SQR's, or Crystal.

Modifying Tables

When modifying an existing table first save the original version under the name *tblname_ORIG* so it will always be possible get back to the original. After preserving the ORIG version, copy the current version using *tblname_DATE* (YYMMDD, e.g. 000829 = Aug 29,2000) to rename the version taken out of use, then make the changes.

Modifying Panels

When modifying an existing panel first save the original version under the name `pnname_ORIG` so it will always be possible get back to the original. After preserving the ORIG version, copy the current version using `pnname_DATE` (YYMMDD, e.g. 000829 = Aug 29,2000) to rename the version taken out of use, then make the changes.

Modifying SQRs

When modifying an existing SQR:

- Save the original version under the name `SQRname.sqr.date` or `SQCname.sqc.date`, so that it will always be possible to get back the original. **libby checking about sqc**
- Leave the renamed original version in the original SQR directory.
- Create a directory named `BR_SQR` for modified SQRs and all other Brandeis SQR's (named `BRxxxxxx.sqr` or `BRxxxxxx.sqc`).
- Place all modified SQRs in **the** `BR_SQR` directory.
- Modify the search path for SQR to search `BR_SQR` first, before searching SQR directory.
- Append the modification date to the name of the SQR version that will no longer be used in order to track subsequent modifications in the `BR_SRQ` directory.
- Document all modifications made to the code within the body of the SQR. Version control, will be recorded at the top of the SQR, as described below.

SQR VERSION CONTROL

SQR Heading and Description

The following is an example of SQR Heading and Description:

```
! *****
! *** Brandeis University
! *****
! * FUNCTIONAL SPEC DOCUMENT:    /Psoft/Financials/GL/SQR/Func/MODxxxx
! * TECHNICAL SPEC DOCUMENT:    /Psoft/Financials/GL/SQR/Tech/MODxxxx
! * PROGRAM:                     BR_GLD207E.SQR
! * SUBSYSTEM:                   GL
! * AUTHOR:                      Richard L Trudel (Brandeis ITS )
! * PHONE:                       (781) 736-4532
! * CREATION DT:                 August 8, 2000
! * STMT OF PURPOSE:             GL VALID ACCOUNTS Extract
! * DESCR OF USE:                Brandeis Financials GL Valid Accounts for
! *                               Payroll Processing
! * USER PROMPTS:                N/A
! * RPT SORT ORDER:              Account Number
! * RPT PAGE BREAK:              N/A
! * RUN FREQUENCY:               Daily
! * INPUTS:                      N/A
! * OUTPUTS:                     GL VALID ACCOUNT TABLE
! * DEPENDENCIES:                Data Entry for the Day is complete
! * CLONED FROM:                 N/A
! * RESTART:                     Program is Step Restartable
! * RE-RUN:                      N/A
! * ADDL INFO:                   N/A
! *****
```

SQR Change Control

The following is an example of SQR Change Control

```
! *****
! ***** <<< MAINTENANCE HISTORY LOG >>> *****
! *****
! ***   DATE       *** | ***   WHO       *****
! *****
!          09/04/2000           Richard Trudel
! *****
! ***   Description of Maintenance
! *****
! * Added logic to compute the number of records extracted in the run.
! *
! *****
```

SQR Documentation for Paragraphs

The following is an example of SQR Documentation for Paragraphs

```
! *****
! * Initialize Program Variables - describes what paragraph does
! *****
```

SQR Documentation for Changes to Code

The following is an example of SQR Documentation for Changes to Code

```
! *****
! * Added the compute of records extracted Logic here. (R. Trudel/Brandeis)
! * The #RECSEXTR field is initialized at the beginning of the job and is added to
! * each time an insert is done to the GL VALID ACCOUNT TABLE
! *****BEG
!
!          (insert new logic here)
! *****END
```