



stonebranch

Universal Controller 7.3.x

Reports

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Reports



Reports

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Overview

Reports are based on the [Reportable tables](#) in the Universal Controller database.

To create a report, you create a Report Details record and select a single Reportable table containing the data that you want to include in the report output. You can create a report as a list of table records or as a graphic.

To generate report output, you run the report either:

- Manually
- Automatically, as a [Widget](#) on any [Dashboard](#). (If you delete a report from which a Widget was created, the Widget will no longer function.)
- On [schedule](#), by attaching the report to an [Email Task](#) or [Email Notification action](#) for any task type, and then defining a trigger for that task. When the task is triggered, the report is run.


Note

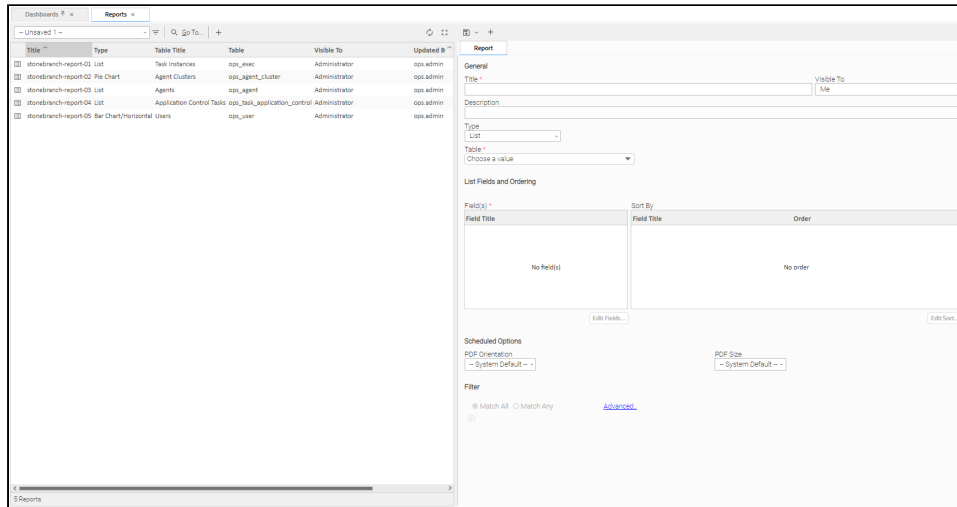


Some reports require specific [roles](#); [Reportable Tables](#) identifies these tables.

Creating a Report

Step 1 From the [Reporting](#) navigation pane, select **Reports**. The Reports list displays a list of all existing reports.

To the right of the list, Report Details for a new Report displays. (You also can click the  button to display Report Details for a new Report.)





Step 2 Enter/select Details for a new Report, using the [field descriptions](#) below as a guide.

- Required fields display an asterisk (*) after the field name.
- Default values for fields, if available, display automatically.

To display more of the Details fields on the screen, you can temporarily [hide the list](#).

Note

 If you view [Report Details](#) for an existing Report by clicking a Report in the list, and then want to create a new Report, you must click the **New** button that displays above and below the Details.

Step 3 Click a  button. The Report is added to the database, and all buttons and tabs in the Report Details are enabled.

Report Details

The following Report Details is for an existing Report.

Depending on the values that you enter / select for these fields, more (or less) fields may display. See the [field descriptions](#), below, for a description of all fields that may display in the Report Details.

Report Details: stonebranch-report-01
- □ ×

Save As... Run

Report

General

Title * Visible To

Description

Type

Table *

List Fields and Ordering

| Field(s) * | Sort By | | | | | | | | | | | |
|---|---------------------------|---------------|------|--------|------------|------------|----------|--|-------------|-------|----------|--|
| <table style="width: 100%; border-collapse: collapse;"> <thead> <tr style="background-color: #f2f2f2;"> <th style="width: 100%;">Field Title</th> </tr> </thead> <tbody> <tr><td>Instance Name</td></tr> <tr><td>Type</td></tr> <tr><td>Status</td></tr> <tr><td>Invoked By</td></tr> <tr><td>Start Time</td></tr> <tr><td>End Time</td></tr> </tbody> </table> | Field Title | Instance Name | Type | Status | Invoked By | Start Time | End Time | <table style="width: 100%; border-collapse: collapse;"> <thead> <tr style="background-color: #f2f2f2;"> <th style="width: 70%;">Field Title</th> <th style="width: 30%;">Order</th> </tr> </thead> <tbody> <tr> <td colspan="2" style="text-align: center; height: 100px;">No order</td> </tr> </tbody> </table> | Field Title | Order | No order | |
| Field Title | | | | | | | | | | | | |
| Instance Name | | | | | | | | | | | | |
| Type | | | | | | | | | | | | |
| Status | | | | | | | | | | | | |
| Invoked By | | | | | | | | | | | | |
| Start Time | | | | | | | | | | | | |
| End Time | | | | | | | | | | | | |
| Field Title | Order | | | | | | | | | | | |
| No order | | | | | | | | | | | | |
| Edit Fields... | Edit Sort... | | | | | | | | | | | |

Scheduled Options

PDF Orientation PDF Size

Filter

Match All Match Any [Advanced_](#)

+

Report Details Field Descriptions

The following table describes the fields and buttons that display in the Report Details.

| Field Name | Description |
|---------------------------------|---|
| General | This section contains general information about the Report. |
| Title | <p>Title (name) of the Report.</p> <p>Report titles must be unique per visibility (see Visible To field, below):</p> <ul style="list-style-type: none"> Any Report that you make visible to Me (the logged in user) must have a unique Title among all Reports visible to Me. Any Report that you make visible to Everyone (all users) must have a unique Title among all Reports visible to Everyone. Any Report that you make visible to a Group must have a unique Title among all Reports visible to that Group. <p>Reports visible to Me, Everyone, and any Group can have the same title. For example, there can be multiple Reports titled Report #1 as long as only one is visible to Me, one is visible to Everyone, and one is visible to any specific Group.</p> |
| Description | Description of this record. (Maximum = 255 characters.) |
| Type | <p>Type of Report (see Report Output).</p> <p>Options:</p> <ul style="list-style-type: none"> List Bar Chart/Horizontal Bar Chart/Vertical Pie Chart |
| Table | Universal Controller Reportable table in the Controller database on which the Report is based. |
| Visible To | <p>Users that will be able to view this report.</p> <p>Options:</p> <ul style="list-style-type: none"> Me User creating this Report. Everyone Any logged in user. <group name> Any user in the specified group, selected from a list of groups that the user creating this Report is a member of. |
| List Fields and Ordering | For List reports; this section allows you to select and arrange fields for the report based on the selected Universal Controller table. |
| Field(s) | Fields in the selected Universal Controller table that you want displayed on the report. |
| Sort By: | Specifications for how you want fields in the Report to be sorted (see Sorting). |
| Chart Options | For Chart reports; this section allows you design the chart for the report based on the selected Universal Controller table. |

| | |
|------------------------|---|
| Chart Size | <p>Size of the displayed report.</p> <p>Options:</p> <ul style="list-style-type: none"> • Small • Medium • Large • 100% (full screen) |
| Group By | Field in the selected Universal Controller table by which you want to group the fields in the report. |
| Group Threshold | Maximum number of groups to display on the chart, specified by the Report Group Threshold Universal Controller system property. All groups above the threshold will be displayed in one group named Other . |
| Group Order | <p>Sequence of the groups shown in the key below the chart graphic.</p> <p>Options:</p> <ul style="list-style-type: none"> • Label Ascending alphanumeric order by Label (for example, Name) • Label/Descending Descending alphanumeric order by Label (for example, Name) • Count Ascending alphanumeric order by number of records in the group • Count/Descending Ascending alphanumeric order by number of records in the group |
| Group Date/Time Format | <p>Formatting of the Group By field value when grouping by a Date/Time field (such as Created or Updated).</p> <p>Options:</p> <ul style="list-style-type: none"> • -- None -- • yyyy • yyyy-mm • yyyy-mm-dd • yyyy-mm-dd hh • yyyy-mm-dd hh:mm <p>Group Date/Time Format is applicable (and visible) only when selecting a Date/Time field as the Group By field.</p> |
| Stack By | Field in the selected Universal Controller table by which you want to sort records within each Group . |
| Sum Field | Sum of the integers in the field in the selected Universal Controller table by which you want to group the fields in the report. |
| Bar Thickness | Thickness of the bars on the chart. |
| Show Average | Indication of whether or not to display the average line on the bar chart. |
| Average Color | If Show Average is checked; Hexadecimal color of the average line. If an average color is not specified, the color is determined by the Report Average Color Universal Controller system property. |
| Show Threshold | Indication of whether or not to display the threshold line on the bar chart. |
| Threshold Color | If Show Threshold is checked; Hexadecimal color of the threshold line. If a threshold color is not specified, the color is determined by the Report Threshold Color Universal Controller system property. |

| | |
|--------------------------|---|
| Threshold Value | If Show Threshold is checked; Integer value for the threshold line. |
| Threshold Label | If Show Threshold is checked; Label for the threshold line. If a threshold label is not specified, the label will be Threshold . |
| Scheduled Options | This section allows you to override the values of Universal Controller System Properties for scheduled reports. |
| PDF Orientation | <p>If Type is List; Orientation of the scheduled report PDF.</p> <p>Options:</p> <ul style="list-style-type: none"> • -- System Default -- (value of Scheduled Report PDF Orientation system property) • Portrait • Landscape |
| PDF Size | <p>If Type is List; Size of the scheduled report PDF.</p> <p>Options:</p> <ul style="list-style-type: none"> • -- System Default -- (value of Scheduled Report PDF Size system property) • Letter • Legal • A4 |
| Image Width | If Type is Bar Chart/Horizontal, Bar Chart/Vertical, Pie Chart; Width (in pixels) of the scheduled chart report (overrides Scheduled Report Image Width system property). |
| Image Height | If Type is Bar Chart/Horizontal, Bar Chart/Vertical, Pie Chart; Height (in pixels) of the scheduled chart report (overrides Scheduled Report Image Height system property). |
| Filter | <p>This section allows you filter entries displayed in the Report (see Filters).</p> <p>If you are filtering on date-related fields using the between (inclusive) comparison operator (SQL BETWEEN condition), the database query can produce unexpected results when the later date is specified before the earlier date.</p> |
| Metadata | This section contains Metadata information about this record. |
| UUID | Universally Unique Identifier of this record. |
| Updated By | Name of the user that last updated this record. |
| Updated | Date and time that this record was last updated. |
| Created By | Name of the user that created this record. |
| Created | Date and time that this record was created. |
| Buttons | This section identifies the buttons displayed above and below the Report Details that let you perform various actions. |
| Save | Saves a new Report record in the Controller database. |
| Save & New | Saves a new record in the Controller database and redisplay empty Details so that you can create another new record. |
| Save & View | Saves a new record in the Controller database and continues to display that record. |
| New | Displays empty (except for default values) Details for creating a new record. |

| | |
|-------------------|---|
| Save As... | Saves the Report under a different Title and/or as being visible to different users. |
| Update | Saves updates to the record. |
| Run | Generates the report and displays it on a new tab. (Clicking Run does not save any new data entered for the report.) |
| Delete | Deletes the current record. |
| Refresh | Refreshes any dynamic data displayed in the Details. |

Report Output

Report output can be created in either of four types, as specified by the [Type](#) field in the Report Details:

- List
- Pie Chart
- Bar Chart/Horizontal
- Bar Chart/Vertical

The following sample report outputs for each type were created from the same Universal Controller [Reportable Database table](#): All tasks (ops_task).

List Report Output

List reports are output under a new tab.

By default, entries in List reports are not sorted; you must specify a sort method in the [Sort By](#) field in the Report Details.

Chart Report Output

Chart reports are output as pop-up graphics.

Chart reports entries are grouped by **Type**. You can see what percent of report entries are in each type by hovering your cursor over the graphic for that type.

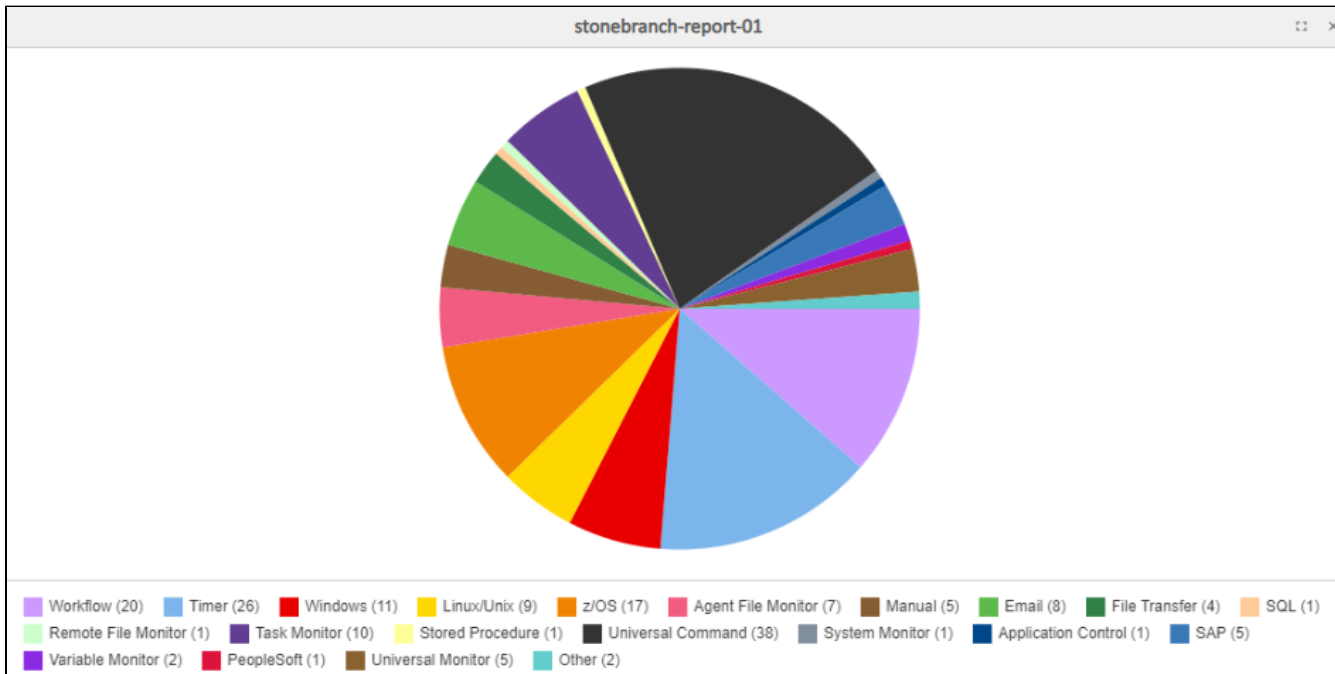
List Report

Dashboards x Reports x **stonebranch-report-01** x

175 Task Instances

| Instance Name | Type | Status | Invoked By | Start Time | End Time | Updated |
|---------------------------------|--------------------|----------|--|---------------------------|---------------------------|---------------------------|
| stonebranch-emailtask-01 | Email | Failed | Manually Launched | 2022-10-27 16:01:03 -0400 | 2022-10-27 16:01:08 -0400 | 2022-10-27 16:01:08 -0400 |
| stonebranch-workflow-01 | Workflow | Finished | Manually Launched | 2022-10-27 16:06:30 -0400 | 2022-10-28 10:48:33 -0400 | 2022-10-28 10:48:33 -0400 |
| stonebranch-taskmonitor-02 | Task Monitor | Finished | Workflow: stonebranch-workflow-01 | | 2022-10-28 10:48:33 -0400 | 2022-10-28 10:48:33 -0400 |
| stonebranch-saptask-01 | SAP | Finished | Workflow: stonebranch-workflow-01 | | 2022-10-28 10:48:33 -0400 | 2022-10-28 10:48:33 -0400 |
| stonebranch-emailtask-03 | Email | Finished | Workflow: stonebranch-workflow-01 | | 2022-10-28 10:48:33 -0400 | 2022-10-28 10:48:33 -0400 |
| stonebranch-manualtask-01 | Manual | Finished | Workflow: stonebranch-workflow-01 | 2022-10-27 16:06:30 -0400 | 2022-10-28 10:48:33 -0400 | 2022-10-28 10:48:33 -0400 |
| stonebranch-timertask-01 | Timer | Skipped | Workflow: stonebranch-workflow-01 | | 2022-10-27 16:06:00 -0400 | 2022-10-27 16:06:01 -0400 |
| stonebranch-workflow-02 | Workflow | Finished | Workflow: stonebranch-workflow-01 | | 2022-10-28 10:48:33 -0400 | 2022-10-28 10:48:33 -0400 |
| ecu-sleep-30 | Timer | Finished | Workflow: stonebranch-workflow-02 | | 2022-10-28 10:48:33 -0400 | 2022-10-28 10:48:33 -0400 |
| FOREVER | Timer | Finished | Workflow: stonebranch-workflow-02 | | 2022-10-28 10:48:33 -0400 | 2022-10-28 10:48:33 -0400 |
| stonebranch-windowstask-01 | Windows | Finished | Workflow: stonebranch-workflow-01 | | 2022-10-28 10:48:33 -0400 | 2022-10-28 10:48:33 -0400 |
| stonebranch-linuxunitask-01 | Linux/Unix | Finished | Workflow: stonebranch-workflow-01 | | 2022-10-28 10:48:33 -0400 | 2022-10-28 10:48:33 -0400 |
| stonebranch-zostask-01 | z/OS | Skipped | Workflow: stonebranch-workflow-01 | | 2022-10-27 16:06:01 -0400 | 2022-10-27 16:06:01 -0400 |
| stonebranch-filemonitor-01 | Agent File Monitor | Finished | Workflow: stonebranch-workflow-01 | | 2022-10-28 10:48:33 -0400 | 2022-10-28 10:48:33 -0400 |
| stonebranch-filetransfertask-01 | File Transfer | Skipped | Workflow: stonebranch-workflow-01 | | 2022-10-27 16:06:01 -0400 | 2022-10-27 16:06:01 -0400 |
| stonebranch-taskmonitor-01 | Task Monitor | Finished | Trigger: stonebranch-taskmonitortri... | 2022-10-28 00:00:00 -0400 | 2022-10-28 15:00:00 -0400 | 2022-10-28 15:00:00 -0400 |
| stonebranch-workflow-01 | Workflow | Finished | Manually Launched | 2022-10-28 10:38:35 -0400 | 2022-10-28 10:48:36 -0400 | 2022-10-28 10:48:36 -0400 |
| stonebranch-taskmonitor-02 | Task Monitor | Finished | Workflow: stonebranch-workflow-01 | | 2022-10-28 10:48:36 -0400 | 2022-10-28 10:48:36 -0400 |
| stonebranch-saptask-01 | SAP | Finished | Workflow: stonebranch-workflow-01 | | 2022-10-28 10:48:36 -0400 | 2022-10-28 10:48:36 -0400 |
| stonebranch-emailtask-03 | Email | Finished | Workflow: stonebranch-workflow-01 | | 2022-10-28 10:48:36 -0400 | 2022-10-28 10:48:36 -0400 |
| stonebranch-manualtask-01 | Manual | Finished | Workflow: stonebranch-workflow-01 | 2022-10-28 10:38:35 -0400 | 2022-10-28 10:48:36 -0400 | 2022-10-28 10:48:36 -0400 |
| stonebranch-timertask-01 | Timer | Skipped | Workflow: stonebranch-workflow-01 | | 2022-10-28 10:38:06 -0400 | 2022-10-28 10:38:06 -0400 |
| stonebranch-workflow-02 | Workflow | Finished | Workflow: stonebranch-workflow-01 | | 2022-10-28 10:48:36 -0400 | 2022-10-28 10:48:36 -0400 |
| ecu-sleep-30 | Timer | Finished | Workflow: stonebranch-workflow-02 | | 2022-10-28 10:48:36 -0400 | 2022-10-28 10:48:36 -0400 |
| FOREVER | Timer | Finished | Workflow: stonebranch-workflow-02 | | 2022-10-28 10:48:36 -0400 | 2022-10-28 10:48:36 -0400 |
| stonebranch-windowstask-01 | Windows | Finished | Workflow: stonebranch-workflow-01 | | 2022-10-28 10:48:36 -0400 | 2022-10-28 10:48:36 -0400 |
| stonebranch-linuxunitask-01 | Linux/Unix | Finished | Workflow: stonebranch-workflow-01 | | 2022-10-28 10:48:36 -0400 | 2022-10-28 10:48:36 -0400 |
| stonebranch-zostask-01 | z/OS | Skipped | Workflow: stonebranch-workflow-01 | | 2022-10-28 10:38:06 -0400 | 2022-10-28 10:38:06 -0400 |
| stonebranch-filemonitor-01 | Agent File Monitor | Finished | Workflow: stonebranch-workflow-01 | | 2022-10-28 10:48:36 -0400 | 2022-10-28 10:48:36 -0400 |
| stonebranch-filetransfertask-01 | File Transfer | Skipped | Workflow: stonebranch-workflow-01 | | 2022-10-28 10:38:06 -0400 | 2022-10-28 10:38:06 -0400 |
| stonebranch-workflow-03 | Workflow | Finished | Manually Launched | 2022-10-28 10:40:27 -0400 | 2022-10-28 10:41:09 -0400 | 2022-10-28 10:41:09 -0400 |
| stonebranch-filemonitor-02 | Agent File Monitor | Skipped | Workflow: stonebranch-workflow-03 | | 2022-10-28 10:40:27 -0400 | 2022-10-28 10:40:27 -0400 |
| stonebranch-timertask-02 | Timer | Finished | Workflow: stonebranch-workflow-03 | | 2022-10-28 10:41:09 -0400 | 2022-10-28 10:41:09 -0400 |
| stonebranch-timertask-01 | Timer | Skipped | Workflow: stonebranch-workflow-03 | | 2022-10-28 10:40:27 -0400 | 2022-10-28 10:40:27 -0400 |

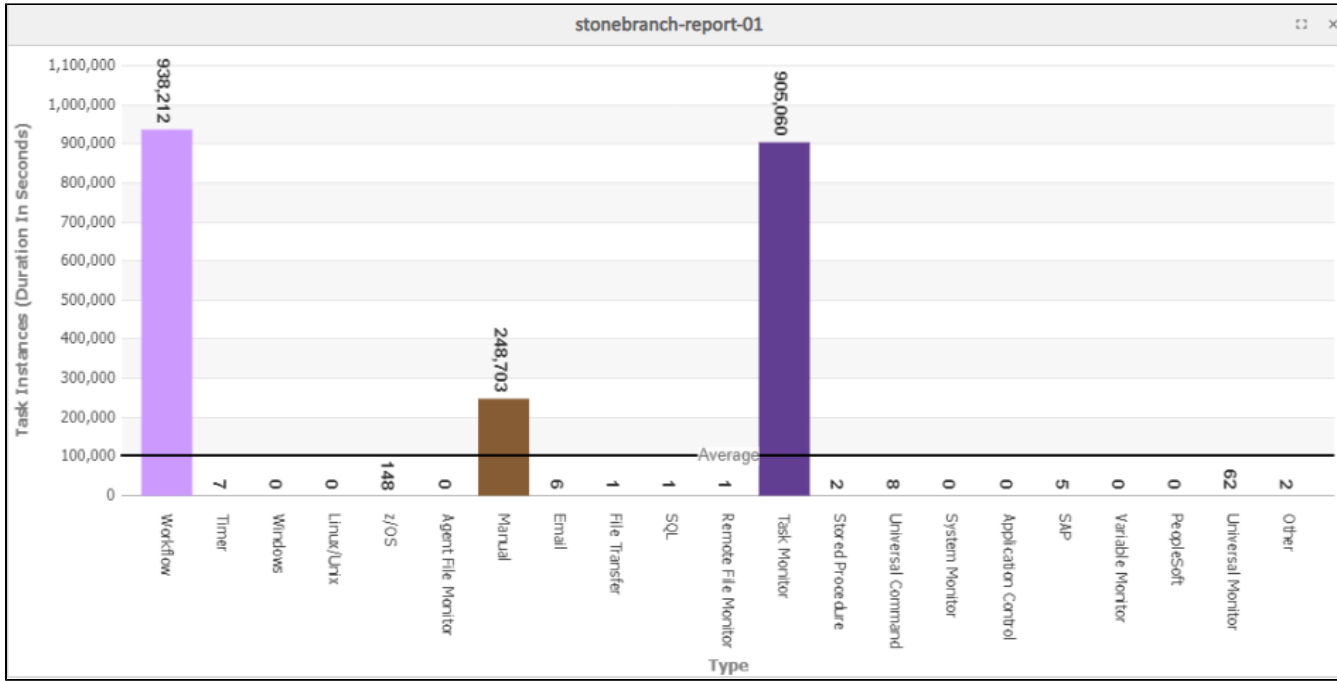
Pie Chart Report



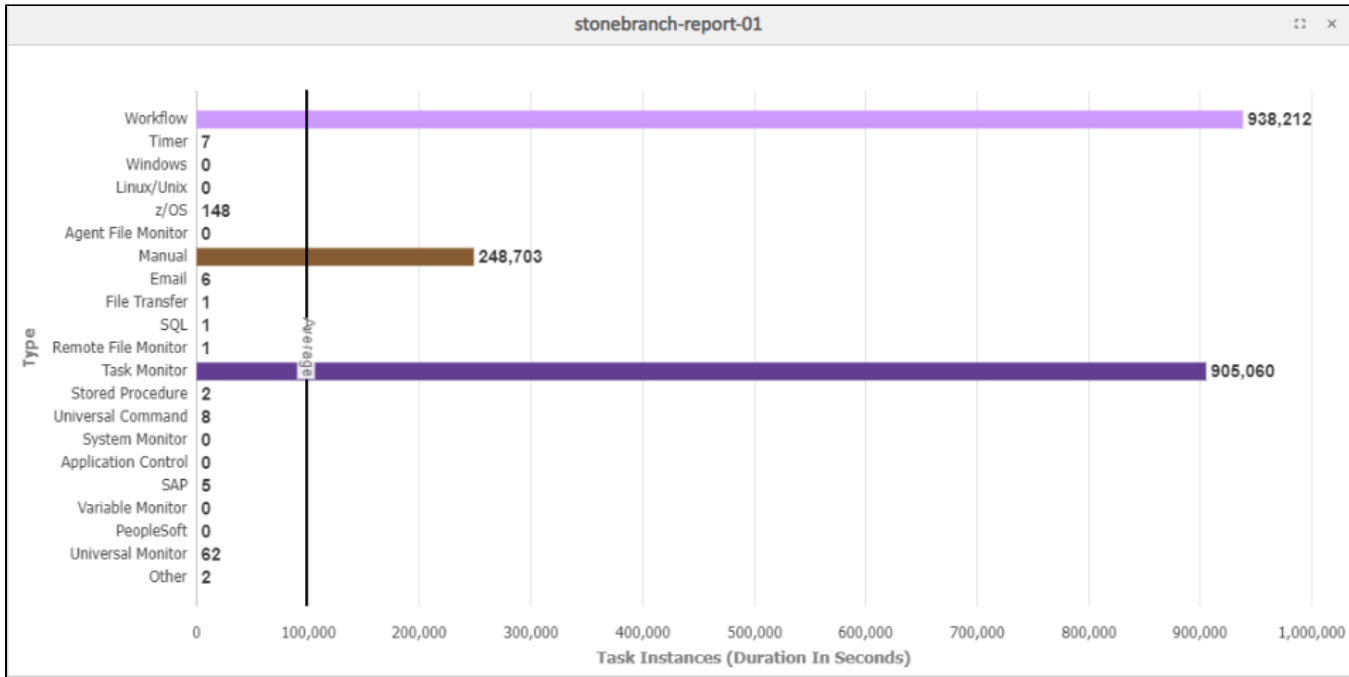
Bar Charts Reports - Horizontal and Vertical

The following Bar Chart reports show horizontal and vertical types both with and without an average line and a threshold line.

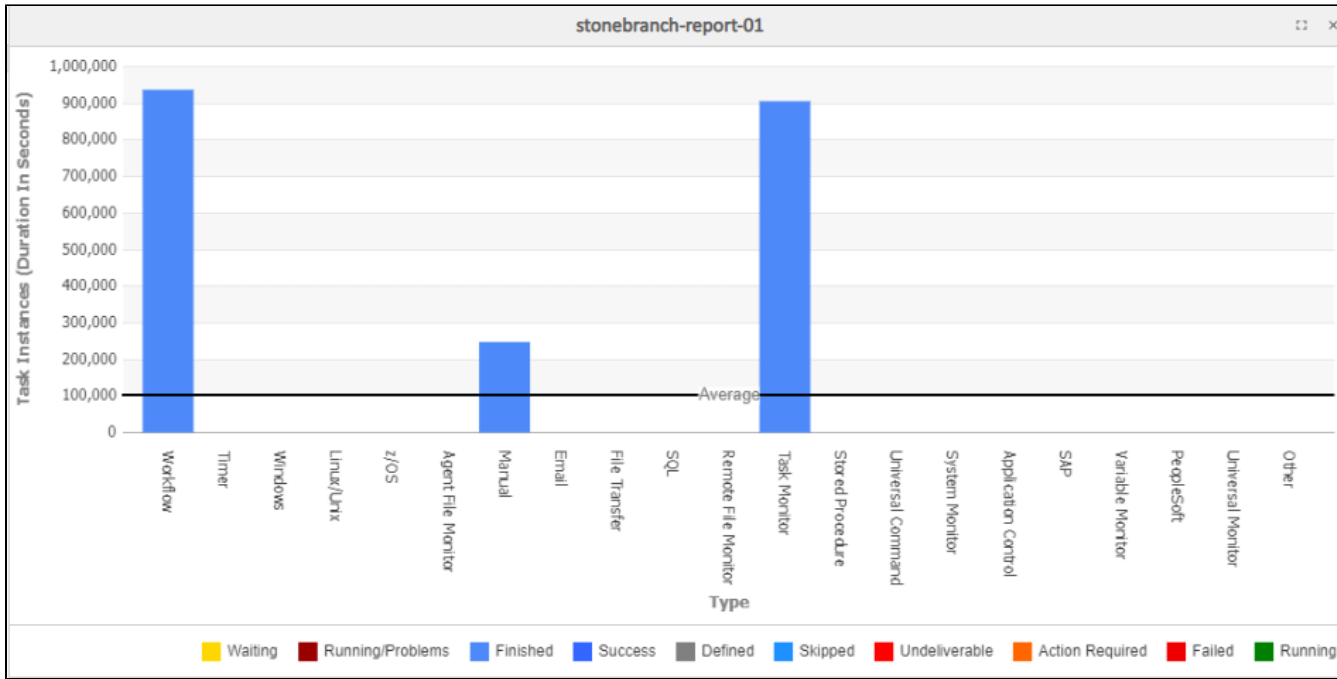
Vertical Bar Chart: Group By with Average Line



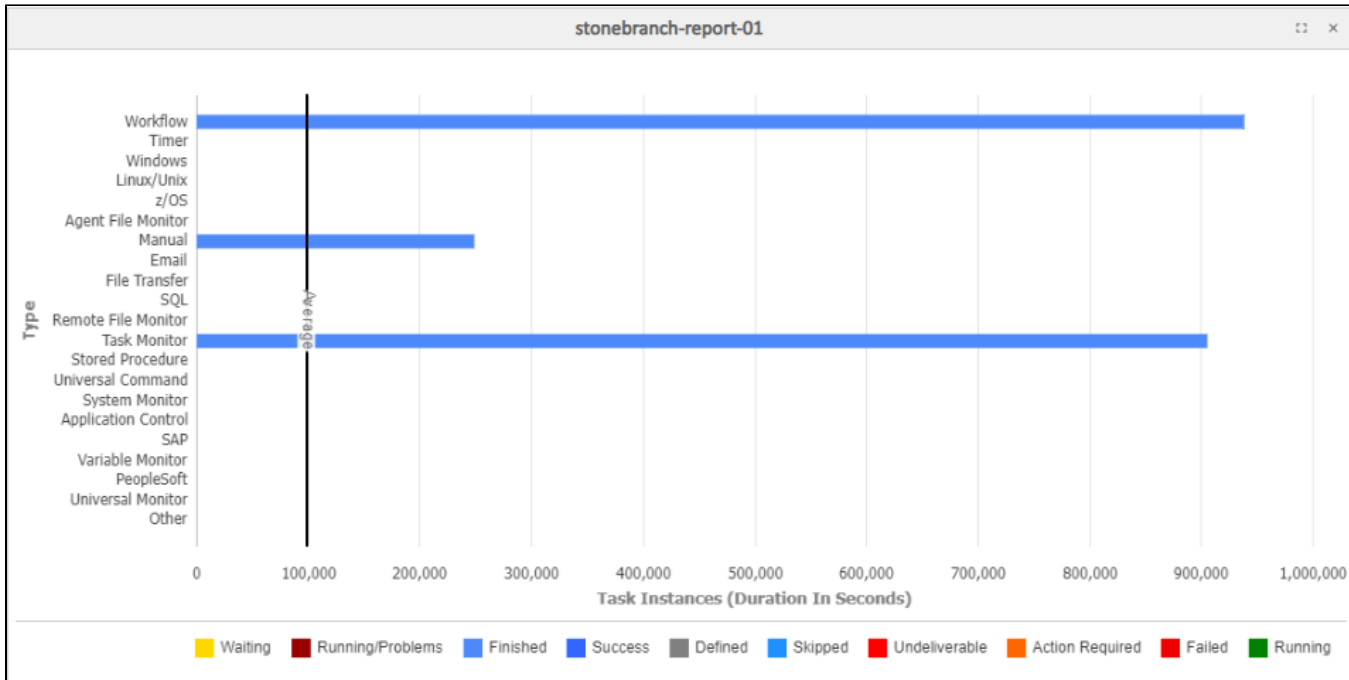
Horizontal Bar Chart: Group By with Average Line



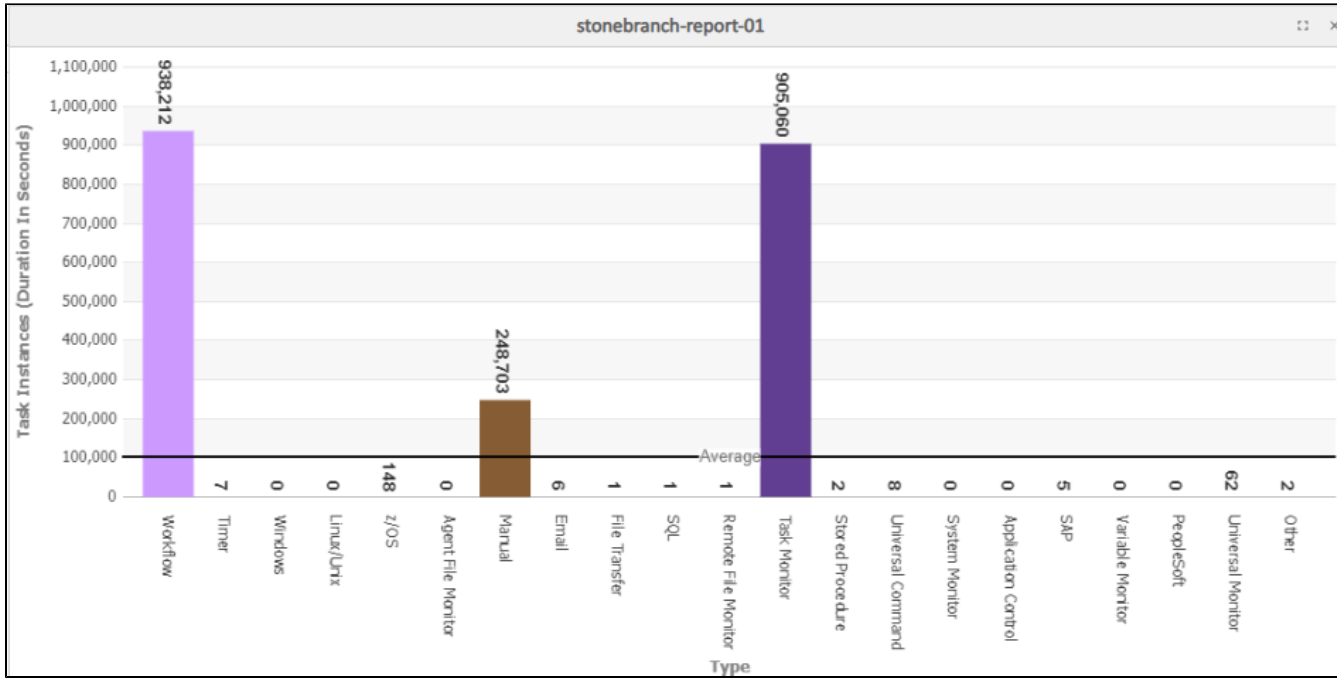
Vertical Bar Chart: Group By and Stack By with Average Line



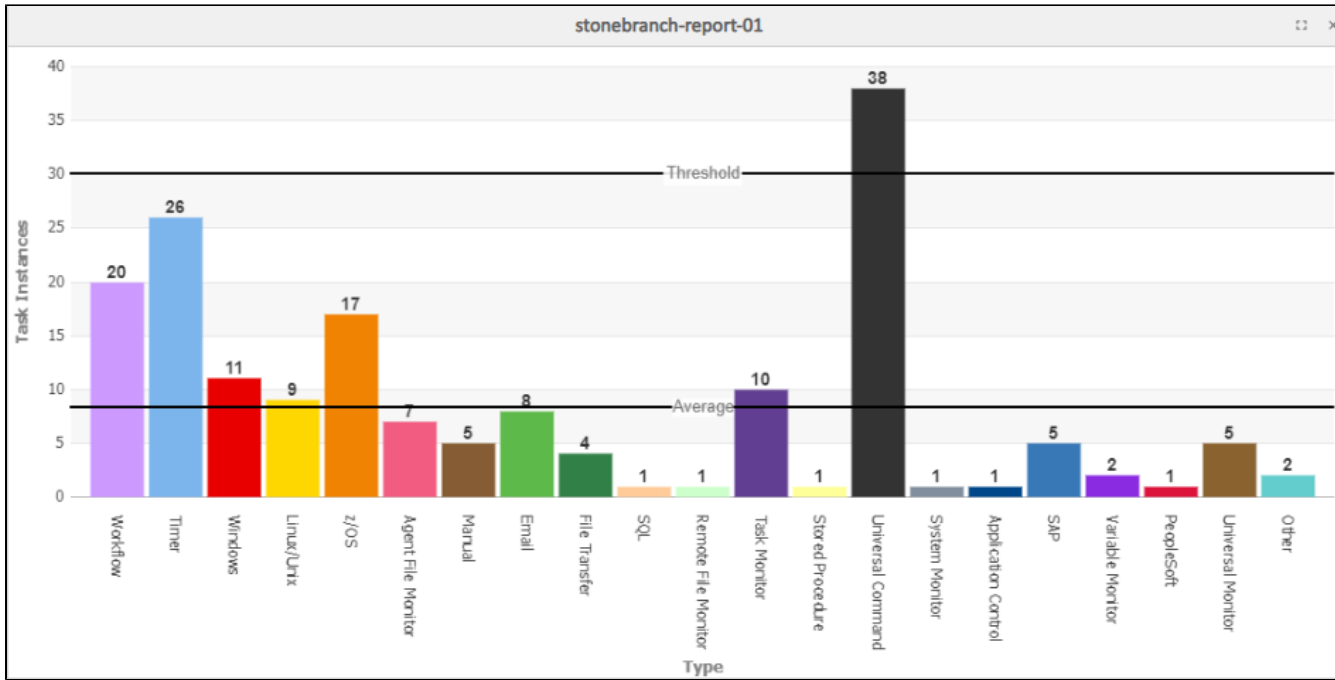
Horizontal Bar Chart: Group By and Stack By with Average Line



Vertical Bar Chart: Sum Field with Average Line



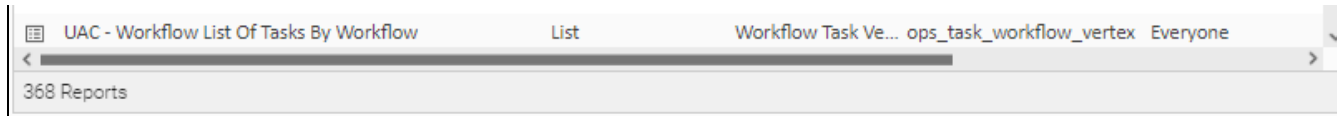
Vertical Bar Chart: Average Line and Threshold Line



Built-In Reports

The Controller provides a series of built-in reports that are base on various [Reportable Tables](#).

| Dashboards ⌵ × | | Reports × | | |
|--|----------------------|------------------------|--------------------------|------------|
| -- No Filter -- | | Q | Go To... + | |
| Title ^ | Type | Table Title | Table | Visible To |
| UAC - Activity Active Task Instance Operational Memo | List | Task Instances | ops_exec | Everyone |
| UAC - Activity Monthly Completed Task Counts | Bar Chart/Horizontal | Task Instances | ops_exec | Everyone |
| UAC - Activity Task Instance Problems/Action Chart | Bar Chart/Horizontal | Task Instances | ops_exec | Everyone |
| UAC - Activity Task Instances Late/Problems | List | Task Instances | ops_exec | Everyone |
| UAC - Activity Today's Task Instance By Business Servic... | Bar Chart/Horizontal | Task Instances | ops_exec | Everyone |
| UAC - Activity Today's Workflow Instance By Business S... | Bar Chart/Horizontal | Task Instances | ops_exec | Everyone |
| UAC - Agent File Monitor Trigger Status | List | Agent File Monit... | ops_trigger_fm | Everyone |
| UAC - Agent Task Execution Limit vs Task Execution Co... | List | Agents | ops_agent | Everyone |
| UAC - Application Status | Pie Chart | Applications | ops_application | Everyone |
| UAC - Audit Change Summary | List | Audits | ops_audit | Everyone |
| UAC - Audit Command Summary | List | Audits | ops_audit | Everyone |
| UAC - Audit Failed Logins | List | Audits | ops_audit | Everyone |
| UAC - Audit Number Of Commands By User | Bar Chart/Horizontal | Audits | ops_audit | Everyone |
| UAC - Completed Task Counts : Grouped by Month | Bar Chart/Horizontal | Task Instances | ops_exec | Everyone |
| UAC - Completed Task Counts : Grouped by Month / St... | Bar Chart/Horizontal | Task Instances | ops_exec | Everyone |
| UAC - Composite Trigger Components | List | Components | ops_trigger_component | Everyone |
| UAC - Critical Task Instance Problems | List | Task Instances | ops_exec | Everyone |
| UAC - Critical Task Instance Status | Bar Chart/Horizontal | Task Instances | ops_exec | Everyone |
| UAC - Critical Task Instances Late | List | Task Instances | ops_exec | Everyone |
| UAC - Critical Workflow Instance Projected End Times | List | Workflow Task In... | ops_exec_workflow | Everyone |
| UAC - Critical Workflow Instance Status | Bar Chart/Horizontal | Workflow Task In... | ops_exec_workflow | Everyone |
| UAC - History Weekly Status Summary | Bar Chart/Vertical | History | ops_history | Everyone |
| UAC - Hourly Completed Task Throughput Last 24 Hours | Bar Chart/Vertical | Task Instances | ops_exec | Everyone |
| UAC - Hourly Completed Task Throughput Last 24 Hour... | Bar Chart/Vertical | Task Instances | ops_exec | Everyone |
| UAC - Licensed Monthly Task Instance Executions | Bar Chart/Vertical | License Instance ... | ops_license_exec_history | Everyone |
| UAC - SLA Today's Late Finish Task Instances By Status | Bar Chart/Horizontal | Task Instances | ops_exec | Everyone |
| UAC - SLA Today's Late Finish Task Instances vs Schedul... | Bar Chart/Horizontal | Task Instances | ops_exec | Everyone |
| UAC - SLA Today's Late Start Task Instances By Status | Bar Chart/Horizontal | Task Instances | ops_exec | Everyone |
| UAC - SLA Today's Late Task Instances | List | Task Instances | ops_exec | Everyone |
| UAC - Task List Credential By Task | List | Tasks | ops_task | Everyone |
| UAC - Virtual Resource Outstanding Requests | List | Outstanding Req... | ops_resource_order | Everyone |



The title of each built-in report is preceded by **UAC -**.

Built-in reports are not editable, but you can use **Save As** to create a renamed copy of a built-in report, and then edit that report.

Exporting and Importing Reports

If you want to maintain the same reports across several environments (for example: Development, Staging, and Production), you can [export](#) Reports from any Controller cluster node and [import](#) those same Reports into any Controller cluster node.

Since every Report is [visible to](#) a specific user, a specific group, or Everyone (all users and groups), make sure that for every Report being exported which is visible to a specific user or group, that same user or group also exists on the cluster node(s) to which the Report will be imported.

Exporting Reports

From the Reports list, you can export one Report, multiple Reports, or all Reports. To select specific Reports to be exported, apply a [filter](#) prior to exporting.

Each report is exported as an individual XML file to the cluster node location specified in the [Export Path](#) Universal Controller system property.

Note



You cannot select Reports on a list to indicate which are to be exported; you must filter the list.


To run the export:

| | |
|---------------|--|
| Step 1 | Display the Reports list. |
| Step 2 | If you do not want to export all Reports, apply a filter . |
| Step 3 | Right-click in any column header of the list to display an Action menu . |
| Step 4 | Select Export > XML . |
| Step 5 | When the export is complete, an Exported message displays above the list, indicating that the export is complete. |

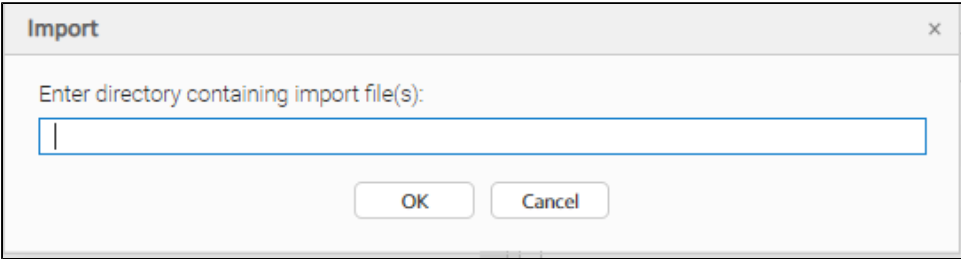
Importing Reports

You can import Reports, using the XML files created via a Reports list [export](#), by using the [Import](#) action that is available from the Reports list (and from any list where the record type can be imported).

Note

 Reports from Controller 5.x and earlier are not supported in Controller 6.x.

To run the import:

| | |
|---------------|--|
| Step 1 | Display the Reports list. |
| Step 2 | Right-click in any column header of the list to display an Action menu . |
| Step 3 | Select Import . An Import pop-up displays.  |
| Step 4 | Enter the directory containing the Report XML file(s) to be imported and click OK . |
| Step 5 | Refresh the Reports list to view the imported reports. |

The import performs a pre-validation on the XML files; if any files are found to be invalid, a warning displays on the [Console](#) and the import operation is aborted. Any invalid XML files should be fixed or removed from that location.

Scheduling a Report

To schedule a Report:

1. Select a Report or Report Variable in an [Email Task](#) or an [Email Notification action](#) for any task type.
2. Select a method of running the task.

When the task is run and the task instance has been created, an email is sent with the Report output attached.

Report Specifications

The Controller provides [system properties](#) that let you specify the layout and content of scheduled reports.

You can override some of these system properties in the [Scheduled Options](#) section of the [Report Details](#).

Methods

To run a task that generates an email with an attached report, you can:

- Create a stand-alone trigger that will send the email according to a schedule defined in the trigger.
- Create an Email Task / Email Notification within a workflow that will send the email based on some dependencies in that workflow.
- Create an Email Notification for a task that will send the email based on [events](#) associated with the task instance.

You also can trigger or launch, on demand, an [Email Task](#) (or any Task with an [Email Notification](#)) to generate an email with an attached report.

Security

All scheduled Reports run under the security context of the task instance [Execution User](#).

An [Email Task](#) Instance that attempts to run a report that the Execution User does not have permission to view will terminate with a [Start Failure](#) status and the following status description:

```
Report with name <report-name> and id <report-id> not visible to execution user <execution-user>.
```

An [Email Notification](#) task instance that attempts to run a report that the Execution User does not have permission to view will include the following statement in the body of the email:

```
Report with name <report-name> and id <report-id> not visible to execution user <execution-user>.
```

Bundling and Promotion

Universal Controller does not support the bundling and promotion of reports. Any report required by a promoted task must already be available on the target system.

For details on how the Controller resolves tasks that include scheduled Reports, see [Preparing Bundles for Promotion / Reports](#).

List Import / Export

Since an Email Task or Email Notification Task can include a report, these reports must be included as output in a [List Export](#) if the export is following references: XML (Export References).

When records are being imported by a [List Import](#), the import queries the database for a record with the same (unique) display name to allow for performing UUID mapping where necessary. However, Reports are not unique by display name ([Title](#)), so the import must use both the Title and visibility information to perform such a query to facilitate UUID mapping when necessary. If a report with the same UUID already exists in the database, or a report by the same Title/visibility does not exist in the database, then no such UUID mapping will be performed.

Reportable Tables

The following table provides the name, table ID, and description of the [Universal Controller database tables](#) that are available for creating reports.

Note



Any user can create reports based on any of these tables. However, some reports - as identified below - can be run only if the user has been assigned a specific [role](#).

| Table | Table Name | Category | Description |
|-------|------------|----------|-------------|
|-------|------------|----------|-------------|

| | | | |
|------------------------------------|------------------------------|--------------------|---|
| Abort Actions | ops_abort_action | Actions | Contains details about Abort actions . |
| Advanced Criteria | ops_task_email_criteria | Tasks | Contains details about Email Monitor task Advanced Criteria . |
| Advanced Criteria | ops_exec_email_criteria | Task Instances | Contains details about Email Monitor task instances Advanced Criteria . |
| Agent File Monitor Components | ops_trigger_component_fm | Triggers | Contains details about Agent File Monitor components of Composite Triggers. |
| Agent File Monitor Task Instances | ops_exec_file_monitor | All Task Instances | Contains details about Agent File Monitor task instances . |
| Agent File Monitor Tasks | ops_task_file_monitor | Tasks | Contains details about Agent File Monitor tasks . |
| Agent File Monitor Triggers | ops_trigger_fm | All Triggers | Contains details about Agent File Monitor triggers . |
| All Actions | ops_notification | Actions | Contains details about all task actions: Abort Action , Email Notifications , Set Variable , SNMP Notification , and System Operation . |
| All Agent Clusters | ops_agent_cluster | Agent Clusters | Contains details about Agent Clusters . |
| All Agents | ops_agent | Agents | Displays a list of Agents Overview . |
| All Components | ops_trigger_component | Triggers | Contains details about all Composite trigger components. |
| All Step Actions | ops_zos_step_action | Step Actions | Contains details about z/OS step actions . |
| All Task Instances | ops_exec | All Task Instances | Task instance activity (running tasks). |
| All Tasks | ops_task | Tasks | Contains details about tasks of every type , along with associated Task Instance information. |
| All Triggers | ops_trigger | All Triggers | Contains details about triggers of every type . |
| Application Control Tasks | ops_task_application_control | Tasks | Contains details about Application Control tasks . |
| Application Control Task Instances | ops_exec_application_control | All Task Instances | Contains details about Application Control task instances . |
| Application Monitor Triggers | ops_trigger_appl_monitor | All Triggers | Contains details about Application Monitor triggers . |
| Applications | ops_application | | Shows a list of Application resources . |
| Audits | ops_audit | Security | Contains details of events being written to the Audit history . (Requires ops_audit_view role to run this report.) |
| Business Services | ops_generic_group | Security | Contains details about Business Services . |
| Calendar Custom Days | ops_cal_cust_join | Calendars | Contains details about which Custom Days are associated with which Calendar records . |
| Calendars | ops_calendar | Calendars | Contains details about Calendar records . |
| Cluster Nodes | ops_cluster_node | | Provides details about cluster nodes . |
| Composite Triggers | ops_trigger_composite | Triggers | Contains details about Composite trigger records. |
| Credentials | ops_credentials | | Login credentials used by the Controller to access remote machines. |
| Cron Triggers | ops_trigger_cron | All Triggers | Contains details about Cron trigger records. |
| Currently In Use By | ops_resource_usage | Virtual Resources | Contains details about Virtual resource usage, as displayed in the Currently In Use By tab. |

| | | | |
|-------------------------------|-----------------------------|--------------------|--|
| Custom Days | ops_custom_day | Calendars | Contains details about defined Custom Days . |
| Database Connections | ops_database_connection | Connections | Contains details about Database Connections defined in the Controller database. |
| Email Connections | ops_email_connection | Connections | Contains details about Email Connections resources. |
| Email Monitor Components | ops_trigger_component_em | Triggers | Contains details about Email Monitor components of Composite Triggers. |
| Email Monitor Task Instances | ops_exec_email_monitor | All Task Instances | Contains details about Email Monitor task instances . |
| Email Monitor Tasks | ops_task_email_monitor | Tasks | Contains details about Email Monitor tasks . |
| Email Monitor Triggers | ops_trigger_em | All Triggers | Contains details about Email Monitor triggers . |
| Email Notifications | ops_email_notification | Actions | Contains details about Email Notifications associated with tasks . |
| Email Task Instances | ops_exec_email | All Task Instances | Contains details about Email task instances . |
| Email Tasks | ops_task_email | Tasks | Contains details about Email tasks . |
| Email Templates | ops_email_template | | Contains details about Email templates . |
| Exclusive Requests | ops_exclusive_order | Mutually Exclusive | Contains any requests to run exclusively by a task instance. |
| File Transfer Task Instances | ops_exec_ftp | All Task Instances | Contains details about File Transfer task instances . |
| File Transfer Tasks | ops_task_ftp | Tasks | Contains details about File Transfer tasks . |
| Forecasts | ops_trigger_forecast | | Contains details about trigger forecasts . |
| Group Members | ops_user_grmember | Security | Contains relationship information between Universal Controller User Groups and Universal Controller Users ; that is, which Users belong to which Groups. (Requires ops_admin or ops_user_admin role to run this report.) |
| Group Roles | ops_group_has_role | Security | Contains relationship information between Universal Controller User Groups and Roles ; that is, which Groups have been assigned which Roles. (Requires ops_admin or ops_user_admin role to run this report.) |
| Groups | ops_user_group | Security | Contains details about Universal Controller User Groups . (Requires ops_admin or ops_user_admin role to run this report.) |
| History | ops_history | | Contains a history of task activity . |
| License Instance History | ops_license_exec_history | | Contains statistics relating to the number of task instance executions. |
| Linux/Unix Agent Clusters | ops_unix_agent_cluster | Agent Clusters | Contains details about Linux/Unix agent clusters . |
| Linux/Unix Agents | ops_unix_agent | Agents | Contains details about Linux/Unix agent resources . |
| Linux /Unix Agents In Cluster | ops_unix_agent_cluster_join | Agent Clusters | Shows relationship information between Unix agents and Unix agent clusters ; that is, which agents belong to which clusters. |
| Linux/Unix Task Instances | ops_exec_unix | All Task Instances | Contains details about Linux/Unix task instances . |
| Linux/Unix Tasks | ops_task_unix | Tasks | Contains details about Linux/Unix tasks . |
| Local Custom Days | ops_local_custom_day | Calendars | Contains details about defined Local Custom Days . |
| Local Variables | ops_local_variable | Variables | Contains details about task and trigger variables (also called local variables), entered into the Variables tab on a task or trigger record. |

| | | | |
|------------------------------------|------------------------------|------------------------|---|
| Manual Task Instances | ops_exec_manual | All Task Instances | Contains details about Manual task instances . |
| Manual Tasks | ops_task_manual | Tasks | Contains details about Manual tasks . |
| Manual Triggers | ops_trigger_manual | All Triggers | Contains Manual trigger records. |
| Mutually Exclusive | ops_task_to_exclusive | Mutually Exclusive | Contains relationship information between tasks and mutually exclusive tasks; that is, which tasks are mutually exclusive with each other. |
| Notes | ops_note | | Contains details about Notes attached to Controller records. |
| OMS Servers | ops_oms_server | Connections | Provides details about OMS Servers . |
| Output | ops_exec_output | Task Instances > Other | Contains any output (such as STDOUT) attached to task instances. |
| Outstanding Requests | ops_resource_order | Virtual Resources | Contains any outstanding requests for a resource by a task instance. |
| PeopleSoft Connections | ops_peoplesoft_connection | Connections | Contains PeopleSoft Connections records. |
| PeopleSoft Parameters | ops_exec_peoplesoft_rt_param | Task Instances > Other | Contains Parameter records associated with PeopleSoft task instances . |
| PeopleSoft Parameters | ops_task_peoplesoft_rt_param | Tasks > Other | Contains Parameter records associated with PeopleSoft tasks . |
| PeopleSoft Task Instances | ops_exec_peoplesoft | All Task Instances | Contains details about PeopleSoft task instances . |
| PeopleSoft Tasks | ops_task_peoplesoft | Tasks | Contains details about PeopleSoft tasks . |
| Permissions | ops_permission | Security | Contains details about Universal Controller Permissions assigned to Universal Controller Users and Groups . (Requires ops_admin or ops_user_admin role to run this report.) |
| Recurring Task Instances | ops_exec_recurring | All Task Instances | Contains details about Recurring task instances . |
| Recurring Tasks | ops_task_recurring | Tasks | Contains details about Recurring tasks . |
| Remote File Monitor Task Instances | ops_exec_ftp_file_monitor | All Task Instances | Contains details about Remote File Monitor task instances . |
| Remote File Monitor Tasks | ops_task_ftp_file_monitor | Tasks | Contains details about Remote File Monitor tasks . |
| Restartable Job Steps | ops_exec_zos_jobstepsui | Task Instances > Other | Contains details about restartable job steps in a z/OS task . |
| Restart Criteria | ops_exec_zos_rstrt_criteria | Task Instances > Other | Contain information about z/OS task restart criteria . |
| Restart Criteria | ops_task_zos_rstrt_criteria | Tasks > Other | Contain information about z/OS task restart criteria . |
| SAP Connections | ops_sap_connection | Connections | Contains SAP Connections records. |
| SAP Task Instances | ops_exec_sap | All Task Instances | Contains details about SAP task instances . |
| SAP Tasks | ops_task_sap | Tasks | Contains details about SAP tasks . |
| Scripts | ops_script | | Contains Script records. |

| | | | |
|---------------------------------|----------------------------|------------------------|--|
| Set Variables | ops_variable_action | Actions | Contains details about Set Variable actions . |
| SNMP Managers | ops_snmp_connection | Connections | Contains SNMP Managers records. |
| SNMP Notifications | ops_snmp_notification | Actions | Contains SNMP notifications defined for Tasks . |
| SQL Task Instances | ops_exec_sql | All Task Instances | Contains details about SQL task instances . |
| SQL Tasks | ops_task_sql | Tasks | Contains details about SQL tasks . |
| Step Conditions | ops_exec_zos_stepcondition | Task Instances > Other | Contains details about z/OS task instance step conditions . |
| Step Conditions | ops_task_zos_stepcondition | Tasks > Other | Contains details about z/OS task step conditions |
| Stored Procedure Parameters | ops_exec_stored_proc_param | Task Instances > Other | Contains Parameter records associated with Stored Procedure task instances . |
| Stored Procedure Parameters | ops_stored_proc_param | Tasks > Other | Contains Parameter records associated with Stored Procedure tasks . |
| Stored Procedure Task Instances | ops_exec_stored_proc | All Task Instances | Contains details about Stored Procedure task instances . |
| Stored Procedure Tasks | ops_task_stored_proc | Tasks | Contains details about Stored Procedure tasks . |
| System Monitor Task Instances | ops_exec_system_monitor | All Task Instances | Contains details about System Monitor task instances . |
| System Monitors | ops_task_system_monitor | Tasks | Contains details about System Monitor tasks . |
| System Operations | ops_zos_step_action_sysop | Step Actions | Contains details about z/OS System Operation step actions . |
| System Operations | ops_system_operation | Actions | Contains details about System Operation actions . |
| Task Instance Run Criteria | ops_exec_run_criteria | Task Instances > Other | Contains run criteria information for task instances within Workflows . |
| Task Instance Virtual Resources | ops_exec_to_resource | Virtual Resources | Contains relationship information between Virtual resources and task instances; that is, which task instances are assigned to which Virtual Resources. |
| Task Monitor Components | ops_trigger_component_tm | Triggers | Contains details about Task Monitor components of Composite Triggers. |
| Task Monitor Task Instances | ops_exec_monitor | All Task Instances | Contains details about Task Monitor task instances . |
| Task Monitor Tasks | ops_task_monitor | Tasks | Contains details about Task Monitor tasks . |
| Task Monitor Triggers | ops_trigger_tm | All Triggers | Contains details about Task Monitor triggers . |
| Task Run Criteria | ops_task_run_criteria | Tasks > Other | Contains run criteria information for tasks within Workflows . |
| Task Virtual Resources | ops_task_to_resource | Virtual Resources | Contains relationship information between Virtual resources and tasks; that is, which tasks are assigned to which Virtual Resources. |
| Temporary Triggers | ops_trigger_temp | All Triggers | Contains details about Temporary triggers . |
| Time Components | ops_trigger_component_time | Triggers | Contains details about Time components of Composite Triggers. |
| Time Triggers | ops_trigger_time | All Triggers | Contains details about Time triggers . |

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|----------------------------------|------------------------------|---------------------|---|
| Timer Task Instances | ops_exec_sleep | All Task Instances | Contains details about Timer task instances . |
| Timer Tasks | ops_task_sleep | Tasks | Contains details about Timer tasks . |
| Universal Command Task Instances | ops_exec_indesca | All Task Instances | Contains details about Universal Command task instances . |
| Universal Command Tasks | ops_task_indesca | Tasks | Contains details about Universal Command tasks . |
| Universal Task Instances | ops_exec_universal | All Task Instances | Contains details about Universal task instances . |
| Universal Tasks | ops_task_universal | Tasks | Contains details about Universal tasks . |
| Universal Template Field Choices | ops_unv_tmplt_field_choice | Universal Templates | Contains details about Universal Template Field Choices . (Requires ops_admin , ops_universal_template_admin , or ops_universal_template_view role to run this report.) |
| Universal Template Fields | ops_unv_tmplt_field | Universal Templates | Contains details about Universal Template Fields . (Requires ops_admin , ops_universal_template_admin , or ops_universal_template_view role to run this report.) |
| Universal Templates | ops_unv_tmplt | Universal Templates | Contains details about Universal Templates . (Requires ops_admin , ops_universal_template_admin , or ops_universal_template_view role to run this report.) |
| User Roles | ops_user_has_role | Security | Contains details about Users and Roles , including which Users have which Roles. (Requires ops_admin or ops_user_admin role to run this report.) |
| Users | ops_user | Security | Contains details about User records . (Requires ops_admin or ops_user_admin role to run this report.) |
| Variable Monitor Components | ops_trigger_component_vm | Triggers | Contains details about Variable Monitor components of Composite Triggers. |
| Variable Monitor Task Instances | ops_exec_variable_monitor | All Task Instances | Contains details about Variable Monitor task instances . |
| Variable Monitor Tasks | ops_task_variable_monitor | Tasks | Contains details about Variable Monitor tasks . |
| Variable Monitor Triggers | ops_trigger_vm | All Triggers | Contains details about Variable Monitor triggers . |
| Variables | ops_variable | Variables | Contains details about Global variables , entered by selecting Variables from the Navigator. |
| Virtual Resources | ops_virtual_resource | Virtual Resources | Contains details about Virtual resource records. |
| Web Service Task Instances | ops_exec_web_service | All Task Instances | Contains details about Web Service task instances . |
| Web Service Tasks | ops_task_web_service | Tasks | Contains details about Web Service tasks . |
| Widgets | ops_widget | | Contains details about Widgets . |
| Windows Agent Clusters | ops_windows_agent_cluster | Agent Clusters | Contains details about Windows agent clusters . |
| Windows Agents | ops_windows_agent | Agents | Contains details about Windows agents . |
| Windows Agents In Cluster | ops_win_agent_cluster_join | Agent Clusters | Shows relationship information between Windows agents and Windows agent clusters ; that is, which agents belong to which clusters. |
| Windows Task Instances | ops_exec_windows | All Task Instances | Contains details about Windows task instances . |
| Windows Tasks | ops_task_windows | Tasks | Contains details about Windows tasks . |
| Workflow Task Dependencies | ops_task_workflow_dependency | Tasks > Other | Contains information about the conditions specified between tasks within workflows . |




| | | | |
|-------------------------------------|--------------------------|------------------------|---|
| Workflow Task Instance Dependencies | ops_exec_workflow_edge | Task Instances > Other | Contains information about the conditions specified between task instances within workflows . |
| Workflow Task Instances | ops_exec_workflow | All Task Instances | Contains details about Workflow task instances . |
| Workflow Task Instance Vertices | ops_exec_workflow_vertex | Task Instances > Other | Contains relationship information between workflows instances and task instances; that is, which tasks are running in which workflows . |
| Workflow Task Vertices | ops_task_workflow_vertex | Tasks > Other | Contains relationship information between tasks and workflows; that is, which tasks are in which workflows . |
| Workflow Tasks | ops_task_workflow | Tasks | Contains details about Workflow tasks . |
| z/OS Agents | ops_zos_agent | Agents | Contains details about z/OS agents . |
| z/OS Task Instances | ops_exec_zos | All Task Instances | Contains details about z/OS task instances . |
| z/OS Tasks | ops_task_zos | Tasks | Contains details about z/OS tasks . |

All Task Instances Table (ops_exec)

The Universal Controller All Task Instances table (`ops_exec`) contains all available data about executed task instances.

| Field Name | Description |
|----------------------------|---|
| Agent | For Agent-based tasks, the name of the Agent. |
| Agent Acquired | System-supplied; For internal processing only. |
| Agent Cluster Acquired | System-supplied; For internal processing only. |
| All Dependencies Cleared | |
| Attempt | A counter that keeps track of the number of times this task instance was attempted. |
| Average Estimated End Time | System-supplied. |

| | |
|-------------------------------|--|
| Calendar | <p>Calendar that defines the business days, holidays, and other special days that determine the run dates for the task(s) specified in the trigger.</p> <p>Select a Calendar from the drop-down list of all existing Calendars. To display detailed information about a selected calendar, click the Details icon next to the Calendar field.</p> |
| Class | <p>Type of task instance, such as Timer task instance or Workflow task instance.</p> |
| CP Duration | <p>Optional; Allows you to override the estimated Critical Path Duration of the task when running in a Workflow; used in conjunction with the CP Duration Unit field. In most cases, this field should be left blank, which implies that the Controller will estimate the Critical Path Duration based on historical executions. Valid values are any integer equal to or greater than 0. Variables and Functions are supported.</p> |
| CP Duration Unit | <p>Type of CP Duration; used in conjunction with the CP Duration field. For example, for a CP Duration of two minutes, specify 2 in the CP Duration field and select Minutes in this field.</p> <p>Options:</p> <ul style="list-style-type: none"> • Seconds • Minutes • Hours <p>Default is Minutes.</p> |
| CPU Time | <p>System-supplied; Amount of CPU time the task took to run.</p> |
| Created | <p>Date and time when the task instance was created.</p> |
| Created by | <p>User ID of the user who created the task.</p> |
| Credentials (credentials) | <p>Credentials under which an Agent runs this task. These Credentials override any Credentials provided in the Agent Details for any Agent running this task.</p> |
| Credentials (credentials_var) | <p>The variable specified in the login credentials field, if enabled.</p> |

| | |
|----------------------------------|---|
| <p>Credentials Variable</p> | <p>Indication of whether the Credentials field is a reference field for selecting a specific Credential (unchecked) or a text field for specifying the Credential as a variable (checked). Use the format: <code>\${variable name}</code>.</p> <p>The variable must be a supported type as described in Variables and Functions.</p> <p>Note  When updating multiple Tasks, to change from using a Credentials reference to using a Credentials variable, you must change the Credentials Variable field to Yes and specify the Credentials variable in the Credentials Unresolved field. Conversely, to change from using a Credentials variable to using a Credentials reference, you must change the Credentials Variable field to No and specify the Credentials reference in the Credentials field.</p> |
| <p>Critical</p> | <p>If enabled (checked), the Controller calculates the Critical Path of this Workflow and, by default, displays it in the Workflow Monitor. You can toggle between the normal view and the Critical Path view by using the Toggle Critical Path View icon on the Workflow Monitor toolbar.</p> <p>If disabled (unchecked), the Controller does not calculate the Critical Path of this Workflow and display it in the Workflow Monitor, and the Toggle Critical Path View icon on the Workflow Monitor toolbar is disabled.</p> <p>Note  This field displays only if the Critical Path Calculations Permitted Universal Controller system property is set to true.</p> <p>Important </p> <ul style="list-style-type: none"> • When restoring a Workflow Details Version, the Calculate Critical Path setting (enabled or disabled) will be preserved. • When promoting a Workflow record or importing (list or bulk) Workflow Details: <ul style="list-style-type: none"> • Critical Path Calculations Permitted setting will not change. • Calculate Critical Path, if enabled, will be disabled. • If the database is "dropped" for any reason: <ul style="list-style-type: none"> • Critical Path Calculations Permitted will be set to false. • Calculate Critical Path, if enabled, will be disabled. |
| <p>Current Retry Count</p> | <p>System-supplied; Displays, only for a running task instance, the current number of times that the Controller has retried the task after it first went to failure status.</p> |
| <p>Delay Duration</p> | <p>Number of days, hours, minutes, and seconds to delay after starting the task.</p> |
| <p>Delay Duration In Seconds</p> | <p>Number of seconds to delay after starting the task.</p> |
| <p>Delay On Start</p> | <p>Amount of time to delay the start of a task, after it has been launched, from the time that it is eligible to start; that is, all dependencies have been met.</p> |
| <p>Duration</p> | <p>System-supplied; Amount of time the task took to run.</p> |

| | | | | | | | | | | | | | | | | |
|-----------------------|---|---|---------|--|---|-----------|--|---|----------|---|---|----------|--|---|---------|---|
| Duration in Seconds | Amount of time, in seconds, the task instance took to run. | | | | | | | | | | | | | | | |
| Early Finish | If enabled, and if the task instance finishes before the time or period specified, the task instance is flagged as early. You can specify a time or duration to determine an early finish (see Early Finish Type). To determine whether a task instance finished early, open the task instance and locate the Finished Early field; the field is checked if the instance finished before the specified time or did not last as long as expected. This field only appears on the task instance if the user added Early Finish specifications to the task definition. | | | | | | | | | | | | | | | |
| Early Finish Duration | If Early Finish Type = Duration; Shortest amount of time this task instance should take to run. You can specify any combination of hours, minutes, and seconds. | | | | | | | | | | | | | | | |
| Early Finish Time | If Early Finish Type = Time; Time before which the task finish time is considered early. That is, enter a time at which the task should still be running. Use HH:MM, 24-hour time. | | | | | | | | | | | | | | | |
| Early Finish Type | Required if Early Finish is enabled. Options: <ul style="list-style-type: none"> • Time - Flag the task if it finishes before the specified time (see Early Finish Time). • Duration - Flag the task if it finishes a certain amount of time before the programmed finish time (see Early Finish Duration). The task must have a specific finish time. • Average Duration - Flag the task if it finishes before the average duration (see Average Instance Time) for the task, less an offset (see Early Finish Offset Type), if specified. | | | | | | | | | | | | | | | |
| End Time | System-supplied; Date and time the task instance completed | | | | | | | | | | | | | | | |
| Exclude Backup | Specification for whether the task instance can be excluded from a backup when being purged by retention duration. | | | | | | | | | | | | | | | |
| Exclusive State | <p>Current status of the mutually exclusive request being used by a task instance.</p> <p>The Controller uses the same process each time it launches a task with mutually exclusive requirements and goes through the same series of states:</p> <table border="1"> <tr> <td>1</td> <td>INITIAL</td> <td>The initial state. This is the default value at launch time.</td> </tr> <tr> <td>2</td> <td>REQUESTED</td> <td>When the task requests its mutually exclusive requirements, the Exclusive state becomes Requested.</td> </tr> <tr> <td>3</td> <td>ACQUIRED</td> <td>When all of the requested mutually exclusive requirements are met and acquired by the server, the Exclusive state becomes Acquired.</td> </tr> <tr> <td>4</td> <td>RETURNED</td> <td>When the task completes, the server returns the acquired mutually exclusive requirements and the Exclusive state becomes Returned.</td> </tr> <tr> <td>5</td> <td>CLEARED</td> <td>When the Clear Exclusive command is run, the server cancels or returns the mutually exclusive requirements and the Exclusive state becomes Cleared.</td> </tr> </table> | 1 | INITIAL | The initial state. This is the default value at launch time. | 2 | REQUESTED | When the task requests its mutually exclusive requirements, the Exclusive state becomes Requested. | 3 | ACQUIRED | When all of the requested mutually exclusive requirements are met and acquired by the server, the Exclusive state becomes Acquired. | 4 | RETURNED | When the task completes, the server returns the acquired mutually exclusive requirements and the Exclusive state becomes Returned. | 5 | CLEARED | When the Clear Exclusive command is run, the server cancels or returns the mutually exclusive requirements and the Exclusive state becomes Cleared. |
| 1 | INITIAL | The initial state. This is the default value at launch time. | | | | | | | | | | | | | | |
| 2 | REQUESTED | When the task requests its mutually exclusive requirements, the Exclusive state becomes Requested. | | | | | | | | | | | | | | |
| 3 | ACQUIRED | When all of the requested mutually exclusive requirements are met and acquired by the server, the Exclusive state becomes Acquired. | | | | | | | | | | | | | | |
| 4 | RETURNED | When the task completes, the server returns the acquired mutually exclusive requirements and the Exclusive state becomes Returned. | | | | | | | | | | | | | | |
| 5 | CLEARED | When the Clear Exclusive command is run, the server cancels or returns the mutually exclusive requirements and the Exclusive state becomes Cleared. | | | | | | | | | | | | | | |
| Execution User | System-supplied; If the task was launched manually, the ID of the user who launched it. | | | | | | | | | | | | | | | |
| Exit Code | The exit code, if any, returned by the process. | | | | | | | | | | | | | | | |

| | |
|---------------------------|--|
| Finished Early | System-supplied; This field is flagged if the task finished earlier than the time specified in the Early Finish fields. |
| Finished Late | System-supplied; This field is flagged if the task finished later than the time or duration specified in the Late Finish fields. |
| Forced Finished | True or False. Indicates whether the task instance was force-finished. |
| Hold Reason | Information about why the task will be put on hold when it starts. |
| Hold on Start | If enabled, when the task is launched it appears in the Activity Monitor with a status of Held . The task runs when the user releases it. |
| Hold Resources On Failure | If enabled, the task instance will continue to hold Renewable resources if the task instance fails. |
| IO Other | Total input/output operations for this task. |
| IO Reads | Total input/output reads for this task. |
| IO Writes | Total input/output writes for this task. |
| Instance Name | Name of the task instance. |
| Instance Reference Id | System-supplied; the Controller increments this number each time the task is run. |
| Invoked by | System-supplied; How the task instance was launched. One of the following: <ul style="list-style-type: none"> • Trigger: (Trigger Name) Instance was launched by the named trigger. • Workflow: (Workflow Name) Instance was launched by the named workflow. • Manually Launched Instance was launched by a user. To determine the name of the user: <ul style="list-style-type: none"> • From the Activity Monitor or Task Instances list, click the task instance name to open the record. • The Execution User field identifies the user who launched the task instance. |
| Late Finish | If enabled, and if the task instance finishes after the time or period specified, the task instance is flagged as late. You can specify a time or duration to determine a late finish (see Late Finish Type). To determine whether a task instance finished late, open the task instance and locate the Finished Late field; the field is checked if the instance finished after the specified time or lasted longer than expected. This field only appears on the task instance if the user specified a Late Finish in the task definition. |

| | |
|----------------------------|--|
| Late Finish Duration | If Late Finish Type = Duration; Longest amount of time this task instance should take to run. You can specify any combination of hours, minutes, and seconds. |
| Late Finish Time | If Late Finish Type = Time; Time after which the task finish time is considered late. Use HH:MM, 24-hour time. |
| Late Finish Type | <p>Required if Late Finish is enabled.</p> <p>Options:</p> <ul style="list-style-type: none"> • Time Flag the task if it finishes after the specified time (see Late Finish Time). • Duration Flag the task if it finishes a certain amount of time after the programmed finish time (see Late Finish Duration). The task must have a specific finish time. • Average Duration Flag the task if it finishes before the average duration (see Average Instance Time) for the task, less an offset (see Late Finish Offset Type), if specified. |
| Late Start | If enabled, and if the task instance starts after the time or period specified, the task instance is flagged as late. You can specify a time or duration to determine a late start (see Late Start Type). To determine whether a task instance started late, open the task instance and locate the Started Late field; the field is checked if the instance started after the specified time. The Started Late field displays in the task instance Details only if the user specified a Late Start in the task Details. |
| Late Start Duration | If Late Start Type is Duration, use this to specify the longest amount of time this task instance can wait before starting. You can specify any combination of hours, minutes, and seconds. |
| Late Start Time | If Late Start Type = Time; Time after which the task start time is considered late. Use HH:MM, 24-hour time. |
| Late Start Type | <p>Required if Late Start is enabled.</p> <p>Options:</p> <ul style="list-style-type: none"> • Time - Flag the task if it starts after the specified time. • Duration - Flag the task if it starts a certain amount of time after the programmed start time. The task must have a specific start time. |
| Longest Estimated End Time | System-supplied. |
| Maximum Retries | User-defined; maximum number of times that the Controller should retry this task after it has started and gone to a failed state. |

| | |
|-----------------------------|--|
| Member of Business Services | <p>User-defined; Allows you to select one or more Business Services that this record belongs to. (You also can Check All or Uncheck All Business Services for this record.)</p> <p>You can select up to 62 Business Services for any record type, and enter a maximum of 2048 characters for each Business Service.</p> <p>If the Business Service Visibility Restricted Universal Controller system property is set to true, depending on your assigned (or inherited) Permissions or Roles, Business Services available for selection may be restricted.</p> |
| Memory Peak | <div style="border: 1px solid orange; border-radius: 10px; padding: 2px; display: inline-block;">Unable to render {include}</div> The included page could not be found. |
| Memory Used | The amount of memory used during the execution of this task instance. |
| Operational Memo | User-defined operational memo. |
| Predecessors Satisfied Time | he time in which all predecessor dependencies have been satisfied for the task instance. |
| Progress | Indicates the workflow progress in terms of completed tasks: success, finished, or skipped. (A sub-workflow within a workflow counts as one task.) For example, 5/10 indicates that 5 of 10 tasks within the workflow have completed. |
| Projected End Time | System-supplied; projected end time of the task instance. |
| Queued Time | System-supplied; the time that the task was queued for processing. |
| Resolve Name Immediately | Instance Name of the task instance that will be resolved immediately at trigger/launch time. |
| Resources Consumed | System-supplied; For internal processing only. |

| | | | | | | | | | | | | | |
|-----------------------------|--|--|---------|--|---|-----------|--|---|----------|--|---|----------|--|
| Resource State | <p>Current status of the resource being used by a task instance.</p> <p>The Controller uses the same process each time it launches a task on a resource and the resource goes through the same series of states:</p> <table border="1"> <tr> <td>1</td> <td>INITIAL</td> <td>The initial state. This is the default value at launch time.</td> </tr> <tr> <td>2</td> <td>REQUESTED</td> <td>When the task requests the resources it needs, the Resource state becomes Requested.</td> </tr> <tr> <td>3</td> <td>ACQUIRED</td> <td>When all of the requested resources are available and acquired by the server, the Resource state becomes Acquired.</td> </tr> <tr> <td>4</td> <td>RETURNED</td> <td>When the task completes, the server returns the resources it was using, and the Resource state becomes Returned.</td> </tr> </table> | 1 | INITIAL | The initial state. This is the default value at launch time. | 2 | REQUESTED | When the task requests the resources it needs, the Resource state becomes Requested. | 3 | ACQUIRED | When all of the requested resources are available and acquired by the server, the Resource state becomes Acquired. | 4 | RETURNED | When the task completes, the server returns the resources it was using, and the Resource state becomes Returned. |
| 1 | INITIAL | The initial state. This is the default value at launch time. | | | | | | | | | | | |
| 2 | REQUESTED | When the task requests the resources it needs, the Resource state becomes Requested. | | | | | | | | | | | |
| 3 | ACQUIRED | When all of the requested resources are available and acquired by the server, the Resource state becomes Acquired. | | | | | | | | | | | |
| 4 | RETURNED | When the task completes, the server returns the resources it was using, and the Resource state becomes Returned. | | | | | | | | | | | |
| Retention Time | Specification that the task instance launched by a trigger is eligible to be purged from the database as soon as the retention duration time specified in the trigger has been met. | | | | | | | | | | | | |
| Retry Indefinitely | User-defined; indicates whether the Controller should continue trying indefinitely to run this task. If you enable this field, it overrides any value placed in the Maximum Retries field. | | | | | | | | | | | | |
| Retry Interval (Seconds) | User-defined; number of seconds between each retry. | | | | | | | | | | | | |
| Run Called | (Internal property.) | | | | | | | | | | | | |
| Run Criteria Run Time | Indicates that run-time run criteria was specified for the task. | | | | | | | | | | | | |
| Run Criteria Trigger Time | Indicates that trigger-time run criteria was specified for the task. | | | | | | | | | | | | |
| Security Name | The task name. | | | | | | | | | | | | |
| Shortest Estimated End Time | System-supplied. | | | | | | | | | | | | |
| Start Time | System-supplied; the date and time that the task started. | | | | | | | | | | | | |
| Started Late | System-supplied; This field is flagged if the task started later than the time specified in the Late Start fields. | | | | | | | | | | | | |
| State Changed Time | The last time the task instance changed status. | | | | | | | | | | | | |

| | | | | | | | | | | | | | | | | | | | |
|--------------------|--|--|---------|--|---|----------------|---|---|----------------|--|---|-----------------|--|---|-----------------|--|---|---------|--|
| Status | System-supplied; Provides additional information, if any, about the status of the task. | | | | | | | | | | | | | | | | | | |
| Status Description | System-supplied; Provides additional information, if any, about the status of the task. | | | | | | | | | | | | | | | | | | |
| Status History | History of all statuses that the task instance has gone through. | | | | | | | | | | | | | | | | | | |
| Sys id | Unique system identifier associated with a task instance. | | | | | | | | | | | | | | | | | | |
| Task | User-defined name of this task (Maximum = 255 alphanumeric characters); variables supported. It is the responsibility of the user to develop a workable naming scheme for tasks. | | | | | | | | | | | | | | | | | | |
| Task Description | User-supplied description of this record. | | | | | | | | | | | | | | | | | | |
| Task Priority | Priority of this task instance, as set by the user via the Set Priority command . Options are: High, Medium, Low. | | | | | | | | | | | | | | | | | | |
| Time Wait State | <p>Current status of the wait/delay options for a task instance.</p> <p>When the Controller launches a task with wait/delay options, the time wait status will transition through a series of states:</p> <table border="1"> <tr> <td>1</td> <td>INITIAL</td> <td>The initial state. This is the default value at launch time.</td> </tr> <tr> <td>2</td> <td>EXECUTING WAIT</td> <td>When the task instance is waiting to start, the Time Wait state becomes Executing Wait.</td> </tr> <tr> <td>3</td> <td>COMPLETED WAIT</td> <td>When the wait to start requirement is met, the Time Wait state becomes Completed Wait.</td> </tr> <tr> <td>4</td> <td>EXECUTING DELAY</td> <td>When the task instance is delayed on start, the Time Wait state becomes Executing Delay.</td> </tr> <tr> <td>5</td> <td>COMPLETED DELAY</td> <td>When the delay on start requirement is met, the Time Wait state becomes Completed Delay.</td> </tr> <tr> <td>6</td> <td>CLEARED</td> <td>When the task instance no longer has a time wait requirement (for example, from issuing the Clear Time Wait/Delay command), the Time Wait state becomes Cleared.</td> </tr> </table> | 1 | INITIAL | The initial state. This is the default value at launch time. | 2 | EXECUTING WAIT | When the task instance is waiting to start, the Time Wait state becomes Executing Wait. | 3 | COMPLETED WAIT | When the wait to start requirement is met, the Time Wait state becomes Completed Wait. | 4 | EXECUTING DELAY | When the task instance is delayed on start, the Time Wait state becomes Executing Delay. | 5 | COMPLETED DELAY | When the delay on start requirement is met, the Time Wait state becomes Completed Delay. | 6 | CLEARED | When the task instance no longer has a time wait requirement (for example, from issuing the Clear Time Wait/Delay command), the Time Wait state becomes Cleared. |
| 1 | INITIAL | The initial state. This is the default value at launch time. | | | | | | | | | | | | | | | | | |
| 2 | EXECUTING WAIT | When the task instance is waiting to start, the Time Wait state becomes Executing Wait. | | | | | | | | | | | | | | | | | |
| 3 | COMPLETED WAIT | When the wait to start requirement is met, the Time Wait state becomes Completed Wait. | | | | | | | | | | | | | | | | | |
| 4 | EXECUTING DELAY | When the task instance is delayed on start, the Time Wait state becomes Executing Delay. | | | | | | | | | | | | | | | | | |
| 5 | COMPLETED DELAY | When the delay on start requirement is met, the Time Wait state becomes Completed Delay. | | | | | | | | | | | | | | | | | |
| 6 | CLEARED | When the task instance no longer has a time wait requirement (for example, from issuing the Clear Time Wait/Delay command), the Time Wait state becomes Cleared. | | | | | | | | | | | | | | | | | |
| Trigger | Name used within the Controller to identify this trigger. It can contain a maximum of 255 alphanumerics. It is the responsibility of the user to develop a workable naming scheme for triggers. | | | | | | | | | | | | | | | | | | |
| Trigger Time | Date and time (current or user-selected) when the trigger launches its tasks. | | | | | | | | | | | | | | | | | | |
| Type | Type of task instance. | | | | | | | | | | | | | | | | | | |
| Universal Template | If Type = Universal; Name of the Universal Template on which the Universal Task Type is based. | | | | | | | | | | | | | | | | | | |

| | |
|---------------------------|--|
| Updated | Date and time this record was last updated. |
| Updated by | User who last updated this record. |
| Updates | Number of updates that have been made to the task record. |
| User Defined Field 1 | First of two possible user-defined fields that displays in the General Information section of the task instance Details. |
| User Defined Field 2 | Second of two possible user-defined fields that displays in the General Information section of the task instance Details. |
| User Estimated End Time | System-supplied; If the user entered information into the User Estimated Duration field in the task definition, the Controller uses this information to calculate an end time for the task instance, based on the date/time the task instance started. |
| UUID | Universally Unique Identifier of this task instance. |
| Vertex Id | Each task within a workflow has a unique vertex ID, which distinguishes it from other tasks of the same name, if any. |
| Virtual Resource Priority | Priority for acquiring a resource for this task instance. |
| Wait Day Constraint | Specification for whether or not to advance the wait time to another day. |
| Wait Duration | Number of days, hours, minutes, and seconds to wait before starting the task. |
| Wait Duration In Seconds | Number of seconds to wait before starting the task. |
| Waited for Exclusive | Indicates that the task instance could not run exclusively immediately and went into an Exclusive Wait state. |
| Waited for Resources | Indicates that the task instance could not get resources immediately and went into a resource wait state. |

| | |
|---------------------|--|
| Wait Time (HH:MM) | Number of hours and minutes to wait before starting the task. |
| Wait To Start | Amount of time to wait before starting a task from the time that it was launched. |
| Wait Until Time | Amount of time calculated to wait before the task was started. |
| Workflow | Name of the workflow, if appropriate. |
| Workflow Definition | Name of the parent workflow task definition. |
| Workflow Only | Specification for whether or not to apply the Wait To Start and Delay On Start specifications only if the task is in a Workflow. |
| Workflow Start Time | Start time of the parent workflow task instance. |

Widgets

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Overview

Widgets are graphic and/or alphanumeric displays of of real-time, dynamic information about Universal Controller, the jobs it is running, and the environment in which it is operating.

Some Widgets are provided by the Controller, and you can create as many other Widgets as desired. You can add any Widget to any [dashboard](#) except the [Home Dashboard](#).

Types of Widgets

There are three type of Widgets:

- [System Widgets](#)
- [Activity Widgets](#)
- [Report Widgets](#)

Creating a Widget

Note



You can create Widgets ([Activity Widgets](#) and [Report Widgets](#) only; [System Widgets](#) cannot be created) only if you have been assigned the [ops_admin](#), [ops_report_admin](#), or [ops_widget_admin](#) role; otherwise, the **New** button does not display at the top of the Widgets list.

Step 1 From the [Reporting](#) navigation pane, select **Widgets**. The Widgets list displays.

| Name | Widget Type | Description | Updated By | Updated |
|---------------------------------|-------------|--|------------|---------------------------|
| URL | Activity | | ops.admin | 2017-08-17 10:04:59 -0400 |
| Active | Activity | | ops.admin | 2014-09-15 11:25:06 -0400 |
| Active Task Instances By Status | System | Bar chart for active task instances grouped by task instance status. | ops.system | 2014-06-24 20:00:00 -0400 |
| Active Task Instances By Type | System | Pie chart for active task instances grouped by task instance type. | ops.system | 2014-06-24 20:00:00 -0400 |
| Activity by Agent | Report | all agent activity | ops.admin | 2014-10-28 13:36:39 -0400 |
| Activity Counts | Activity | | ops.admin | 2014-09-15 11:21:40 -0400 |
| Activity Report | Report | A widget created from the Activity report | ops.admin | 2014-10-28 10:48:40 -0400 |
| Agent Status | System | Pie chart for agent statuses. | ops.system | 2014-06-24 20:00:00 -0400 |
| All Widgets report | Report | A widget based on the All Widgets report. | ops.admin | 2014-08-29 16:12:10 -0400 |
| Cluster Node Status | System | Pie chart for cluster node statuses. | ops.system | 2014-06-24 20:00:00 -0400 |
| Completed Instances Per Minute | Report | | ops.admin | 2019-10-02 16:13:45 -0400 |
| Every Agent Cluster | Report | | ops.admin | 2014-08-28 15:47:03 -0400 |
| Failed | Activity | | ops.admin | 2014-08-11 13:43:50 -0400 |
| GEC Activity | Report | | ops.admin | 2014-08-26 10:49:48 -0400 |
| OMS Server Status | System | Pie chart for OMS server statuses. | ops.system | 2014-06-24 20:00:00 -0400 |
| Problem | Activity | Activity - Problem | ops.admin | 2014-08-12 15:54:55 -0400 |
| Success/Finished | Activity | Activity - Success/Finished | ops.admin | 2014-08-07 17:13:39 -0400 |
| System Details | System | Displays a number of system details including version, database, and memory information. | ops.system | 2014-06-24 20:00:00 -0400 |
| test | Report | test | ops.admin | 2014-10-28 10:55:14 -0400 |

Step 2 From the drop-down list at the top of the list, select the type of Widget you want to create:

- Activity Widget
- Report Widget

The Widget Details for that Widget type displays.

Note



The General section of Widget Details is the same for System, Activity, and Report Widgets, but the Details section is different for all three types of Widgets.

Step 3 Enter / select Details for a new Widget, using the field descriptions as a guide.

- Required fields display an asterisk (*) after the field name.
- Default values for fields, if available, display automatically.

To display more of the Details fields on the screen, you can either:

- Use the scroll bar.
- Temporarily [hide the list](#) above the Details.
- Click the **New** button above the list to display a pop-up version of the Details.

Step 4 Click a **Save** button. The Widget record is added to the database, and all buttons in the Widget Details are enabled.

Step 5 To see how the Widget will display, click the **Preview** button.

Graphic Widgets identify the entries that comprise the graphic with color, and an alphanumeric key identifies the number of each entry type represented by the color. You also can see what percent c hovering your cursor over that portion of the graphic.

System Widgets

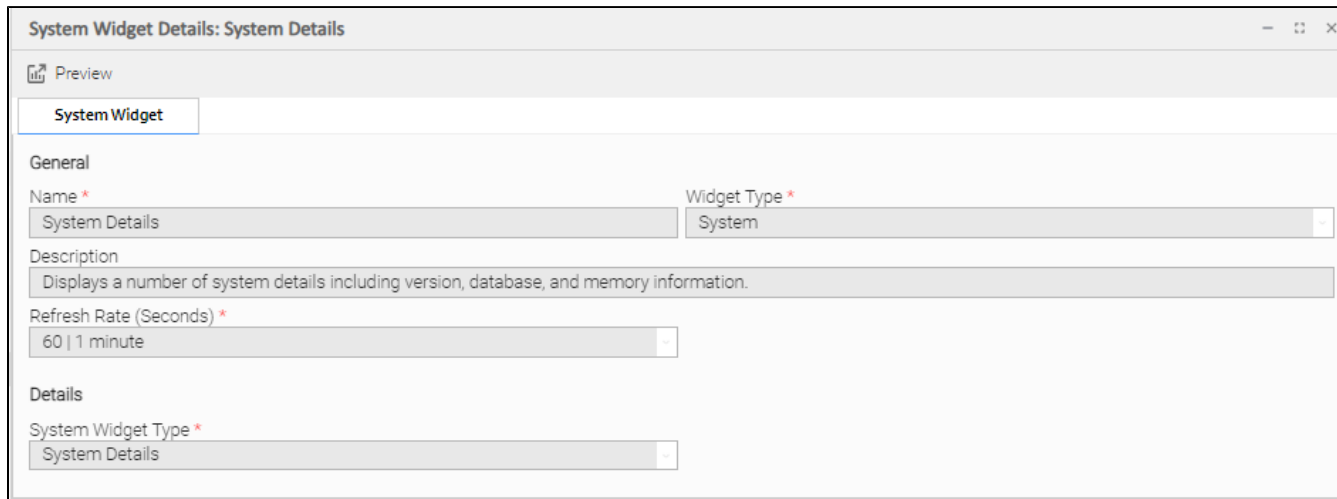
System Widgets contain information about:

- Controller system details
- Agent, Cluster Node, and OMS Server status
- Task instance status and type

All System Widgets are provided by the Controller. You cannot modify or delete a System Widget, but you can add or remove it from any Dashboard.

System Widget Details

The following System Widget Details is for the System Details Widget. See the [field descriptions](#) below for a description of all fields that display in the System Widget Details for the System Details Widget.



System Widget Details: System Details

Preview

System Widget

General

Name * Widget Type *

Description

Refresh Rate (Seconds) *

Details

System Widget Type *

System Widget Details Field Descriptions

The following table describes the fields, buttons, and tabs that display in the System Details Widget Details, above.

| Field Name | Description |
|----------------|---|
| General | This section contains general information about the Widget. |
| Name | Name of the Widget |
| Widget Type | Type of this Widget: System. |
| Description | Description of this record. (Maximum = 255 characters.) |

| | |
|------------------------|--|
| Refresh Rate (Seconds) | Time interval (in seconds) when the dynamic data in this Widget is refreshed. |
| Details | This section contains detailed information about the Widget. |
| System Widget Type | Type of this System Widget. |
| Metadata | This section contains Metadata information about this record. |
| UUID | Universally Unique Identifier of this record. |
| Updated By | Name of the user that last updated this record. |
| Updated | Date and time that this record was last updated. |
| Created By | Name of the user that created this record. |
| Created | Date and time that this record was created. |
| Buttons | This section identifies the buttons displayed above and below the Widget Details that let you perform various actions. |
| Preview | Provides a preview of how this Widget will display on a Dashboard. |
| Close | For pop-up view only; closes the pop-up view of this Widget. |

System Details Widget Preview

The following preview shows how the System Details Widget [above](#) will display on a Dashboard.

System Details ×

^ **Cluster Node** { Active }

| | |
|-------------|--|
| Node Id | qa-opswise6:8080-qa_opswise6 |
| Node Mode | Active |
| Node Uptime | 3 Days 1 Hour 0 Minute 21 Seconds |
| Node Time | 2022-10-31 14:17:43 -0400 (US/Eastern) |

∨ **Release** { 7.4.0.0 build.22 }

∨ **Memory** { 276.44 MB (5.06%) / 5461.50 MB }

∨ **License** { *Stonebranch Internal* } [\[url\]](#)

∨ **Database** { Microsoft SQL Server }

Note

By default, the only System Details categories that display expanded categories are those specified in the [System Details Expanded Categories](#) Universal Controller system property.

Activity Widgets

Activity Widgets contain information about Controller activity; that is, task instance statuses.

The Controller provides a set of Activity Widgets, which you can modify and delete, and you can create your own Activity Widgets.

You also can create an Activity Widget that is a [composite](#) of other Activity Widgets

All Activity Widgets display as horizontal bar charts.

Composite Widgets

Composite Widgets are [Activity Widgets](#) composed of other Activity Widgets. Composite Widgets can contain any Activity Widgets except other composite Widgets.

To create a Composite Widget, you select task instance statuses for the Widget in the [Composite Status\(es\)](#) field in the Activity Widget Details.

Activity Widget Details

The following Activity Widget Details is for a Success/Finished Activity Widget: a widget based on Success and Finished task instance statuses. See the [field descriptions](#) below for a description of all fields that display in the Activity Widget Details.

Activity Widget Details Field

Descriptions

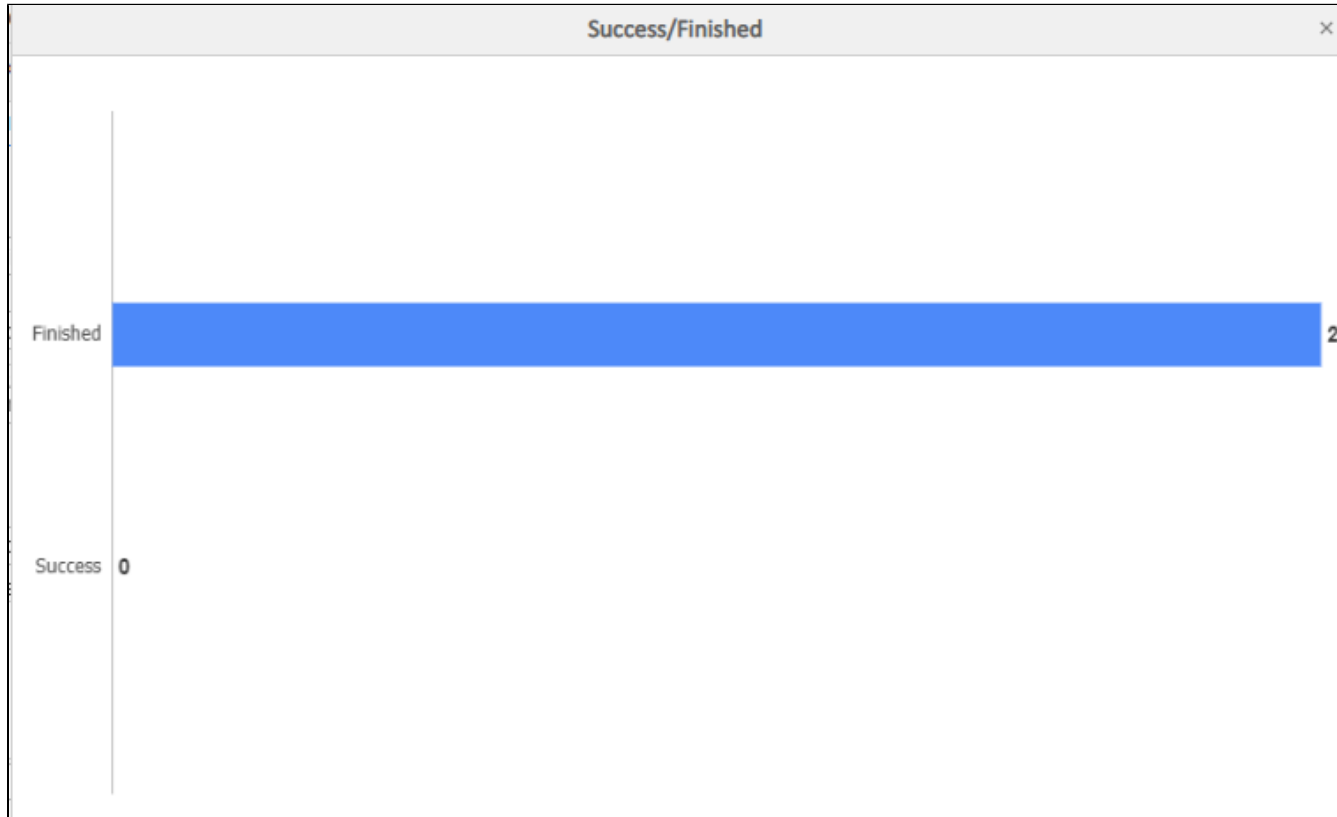
The following table describes the fields, buttons, and tabs that display in the Success/Finished Activity Widget Details, above.

| Field Name | Description |
|----------------|---|
| General | This section contains general information about the Widget. |
| Name | Name of the Widget. <div style="border: 1px solid #ccc; padding: 5px;"> <p>Note</p> <p>The name of an Activity Widget should reference - either directly or indirectly - the task instance Status(es) for which it is created. For Example, if you create a Widget for a specific status and simply name it Widget A, and Widget A then is included in a Composite Widget, that Composite Widget will display on a Dashboard with an entry for Widget A, which provides no indication of the status for which it was created.</p> </div> |

| | |
|------------------------|--|
| Widget Type | Type of this Widget: Activity. |
| Description | Description of this record. (Maximum = 255 characters.) |
| Refresh Rate (Seconds) | Time interval (in seconds) when the dynamic data in this Widget is refreshed. |
| Details | This section contains detailed information about the Widget. |
| Status(es) | Task instance status(es) to include in this Widget. |
| Time Constraint | Time frame for which you want task instances in the selected status(es) to be included in this Widget. The Time Constraint defined for a Composite Widget overrides the Time Constraints defined in each of its individual Activity Widgets. |
| Composite Status(es) | Activity Widget(s) to include in this Widget. Each Activity Widget represents one or more task instance statuses. Selecting one or more Activity Widgets in this field, rather than selecting status(es) in the Status(es) field, makes this Widget a composite Activity Widget. |
| Composite Color | Color used on a Dashboard for this Widget if it is part of a composite Activity Widget. |
| Metadata | This section contains Metadata information about this record. |
| UUID | Universally Unique Identifier of this record. |
| Updated By | Name of the user that last updated this record. |
| Updated | Date and time that this record was last updated. |
| Created By | Name of the user that created this record. |
| Created | Date and time that this record was created. |
| Buttons | This section identifies the buttons displayed above and below the Widget Details that let you perform various actions. |
| Save | Saves a new Widget record in the Controller database. |
| Save & New | Saves a new record in the Controller database and redisplay empty Details so that you can create another new record. |
| Save & View | Saves a new record in the Controller database and continues to display that record. |
| Update | Saves updates to the record. |
| Preview | Provides a preview of how this Widget will display on a Dashboard. |
| Delete | Deletes the current record. |
| Close | For pop-up view only; closes the pop-up view of this Widget. |

Activity Widget Preview

The following preview shows how the Success/Finished Activity Widget [above](#) - provided by Universal Controller - will display on a Dashboard.



Report Widgets

Report Widgets are based on any [Report](#).

A Report Widget displays in the format selected for the report:

- List
- Bar Chart/Horizontal
- Bar Chart/Vertical
- Pie Chart

Report Widget Details

The following Report Widget Details is for an All Widgets Report Widget: it is based on a report using the Widgets (`ops_widget`) Universal Controller [Reportable table](#). See the [field descriptions](#) below for a description of all fields that display in the Report Widget Details.

Report Widget Details Field Descriptions

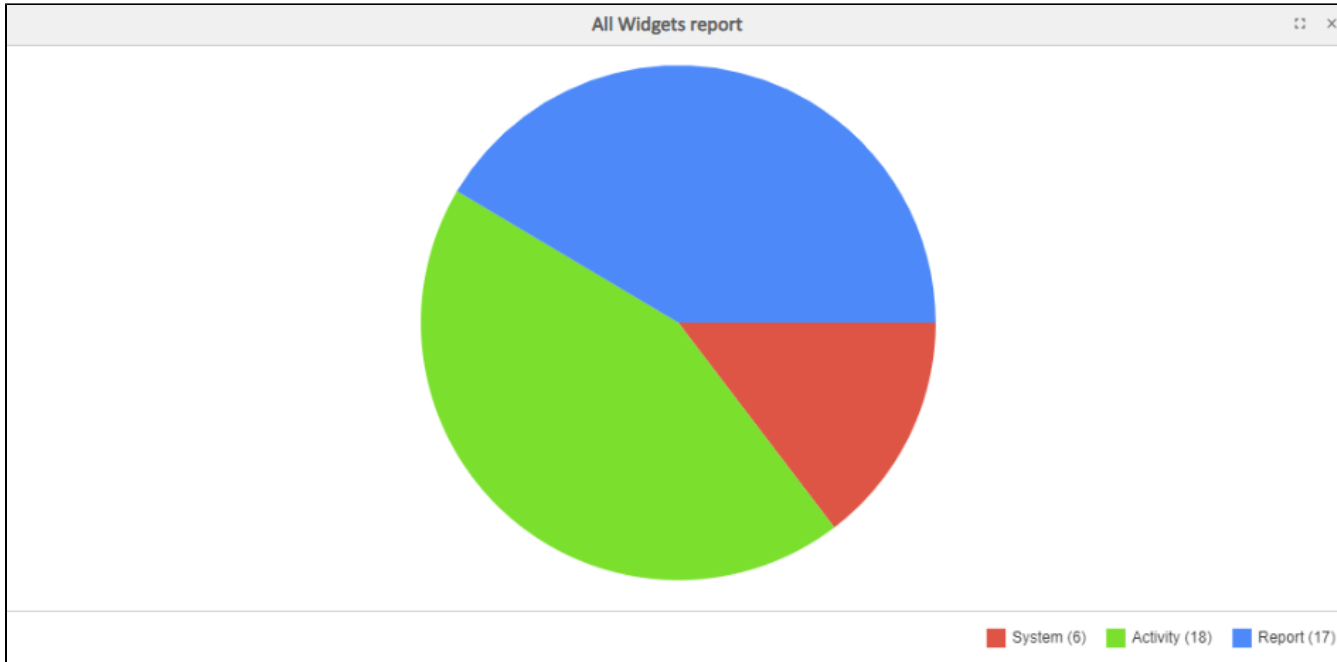
The following table describes the fields, buttons, and tabs that display in the All Widgets Report Widget Details.

| Field Name | Description |
|------------------------|---|
| General | This section contains general information about the Widget. |
| Name | Name of the Widget |
| Widget Type | Type of this Widget: Report. |
| Description | Description of this record. (Maximum = 255 characters.) |
| Refresh Rate (Seconds) | Time interval (in seconds) when the dynamic data in this Widget is refreshed. |
| Details | This section contains detailed information about the Widget. |
| Report | Report on which this Widget is based. |
| Metadata | This section contains Metadata information about this record. |
| UUID | Universally Unique Identifier of this record. |
| Updated By | Name of the user that last updated this record. |

| | |
|------------------------|--|
| Updated | Date and time that this record was last updated. |
| Created By | Name of the user that created this record. |
| Created | Date and time that this record was created. |
| Buttons | This section identifies the buttons displayed above and below the Widget Details that let you perform various actions. |
| Save | Saves a new Widget record in the Controller database. |
| Save & New | Saves a new record in the Controller database and redisplay empty Details so that you can create another new record. |
| Save & View | Saves a new record in the Controller database and continues to display that record. |
| Update | Saves updates to the record. |
| Preview | Provides a preview of how this Widget will display on a Dashboard. |
| Delete | Deletes the current record. |
| Close | For pop-up view only; closes the pop-up view of this Widget. |

Report Widget Preview

The following preview shows how the All Widgets Report Widget [above](#) will display on a Dashboard.



Additional Details

For information on how to access additional details - such as [Metadata](#) and complete [database Details](#) - for a Widget (or any type of record), see [Records](#).

Colors

- [Overview](#)
- [Changing a Task Instance Status Color](#)

Overview

The Controller assigns a default color for each of the 25 possible statuses for a task instance.

A status is identified for every task instance in a [Workflow Monitor](#) and on every list that contains a Status column for task instances, such as the [Activity Monitor](#) and the [Task Instances list](#).

You can change the default color for any task instance status.

Changing a Task Instance Status Color

Step 1 From the [Reporting](#) navigation pane, select **Colors**. The Colors list displays a list of all 25 task instance statuses and the hexadecimal values of their RGB colors.

| Table Title | Field Title | Value | Color | Updated By | Updated |
|---------------|-------------|-----------------------|---------|------------|---------------------------|
| Task Instance | Status | Confirmation Required | #FF00FF | ops.system | 2014-08-19 20:00:00 -0400 |
| Task Instance | Status | Exclusive Requested | #FFC125 | ops.system | 2014-08-19 20:00:00 -0400 |
| Task Instance | Status | Exclusive Wait | #FF6699 | ops.system | 2014-08-19 20:00:00 -0400 |
| Task Instance | Status | In Doubt | #FF4500 | ops.system | 2014-08-19 20:00:00 -0400 |
| Task Instance | Status | Finished | #4D89F9 | ops.system | 2014-08-19 20:00:00 -0400 |
| Task Instance | Status | Cancel Pending | #8A55D3 | ops.system | 2014-08-19 20:00:00 -0400 |
| Task Instance | Status | Running/Problems | #008000 | ops.admin | 2014-10-14 10:22:59 -0400 |
| Task Instance | Status | Resource Requested | #FFC125 | ops.system | 2014-08-19 20:00:00 -0400 |
| Task Instance | Status | Defined | #808080 | ops.system | 2014-08-19 20:00:00 -0400 |
| Task Instance | Status | Started | #9ACD32 | ops.system | 2014-08-19 20:00:00 -0400 |
| Task Instance | Status | Running | #008000 | ops.system | 2014-08-19 20:00:00 -0400 |
| Task Instance | Status | Failed | #E80000 | ops.system | 2014-08-19 20:00:00 -0400 |
| Task Instance | Status | Cancelled | #9A32CD | ops.system | 2014-08-19 20:00:00 -0400 |
| Task Instance | Status | Held | #FF8C00 | ops.system | 2014-08-19 20:00:00 -0400 |
| Task Instance | Status | Waiting | #FFD700 | ops.admin | 2015-02-26 13:19:51 -0500 |
| Task Instance | Status | Resource Wait | #FF69B4 | ops.system | 2014-08-19 20:00:00 -0400 |
| Task Instance | Status | Start Failure | #CD0000 | ops.system | 2014-08-19 20:00:00 -0400 |
| Task Instance | Status | Queued | #FF7F50 | ops.system | 2014-08-19 20:00:00 -0400 |
| Task Instance | Status | Step Restarted | #A0522D | ops.system | 2014-08-19 20:00:00 -0400 |
| Task Instance | Status | Success | #3366FF | ops.system | 2014-08-19 20:00:00 -0400 |
| Task Instance | Status | Skipped | #1E90FF | ops.system | 2014-08-19 20:00:00 -0400 |
| Task Instance | Status | Undeliverable | #FF0000 | ops.system | 2014-08-19 20:00:00 -0400 |
| Task Instance | Status | Action Required | #FF6600 | ops.system | 2014-08-19 20:00:00 -0400 |
| Task Instance | Status | Execution Wait | #FF6347 | ops.system | 2014-08-19 20:00:00 -0400 |
| Task Instance | Status | Time Wait | #DAA520 | ops.system | 2014-08-19 20:00:00 -0400 |
| Task Instance | Status | Submitted | #90EE90 | ops.system | 2014-08-19 20:00:00 -0400 |

Step 2 [Open](#) a record on the list for the color you want to change. Color Details for that task instance displays.

Color Details: #008000

Color

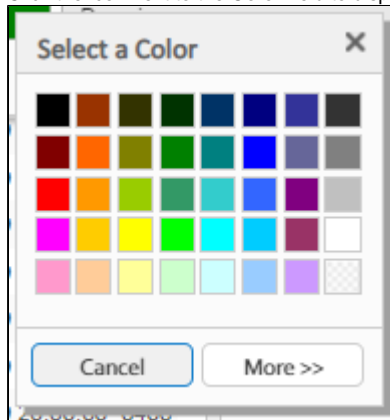
Details

| Table Title | Field Title |
|---------------|-------------|
| Task Instance | Status |
| Color | Value |
| #008000 | Running |

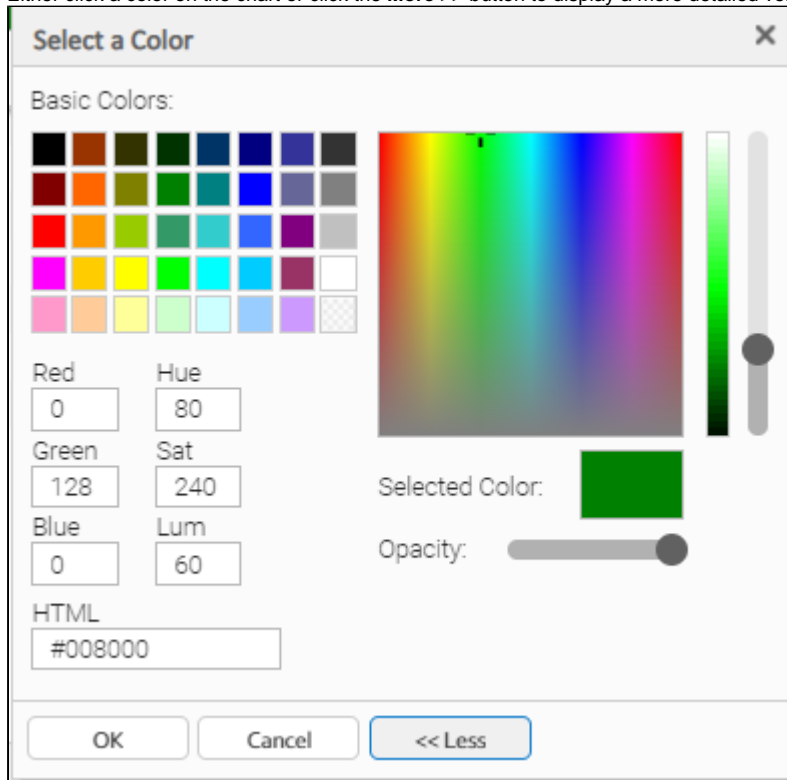
Step 3 Change the color either of two ways:

1. Enter the hexadecimal value for a different RGB color in the **Color** field.


2. Select a color from a color chart:
 - a. Click the icon next to the **Color** field to display a **Select a Color** pop-up.



- b. Either click a color on the chart or click the **More >>** button to display a more detailed version of the **Select a Color** pop-up, which lets you select any RGB color.



Step 4

Click the  button in the Color Details to update the color for that task instance status.