Infor HCM Infinium

Human Resources/Payroll

Setting Up and Using HRUTILITY

INFINIUM SOFTWARE

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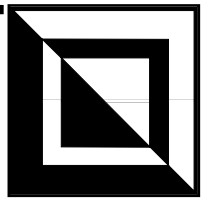

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Introduction

What Is the Purpose of This Guide?

This document explains how to set up and use the database population utility HRUTILITY. This utility enables you to:

- Copy an employer from a Infinium HR/PY production database to a test database
- Purge an entire test database

Who Should Read This Guide?

The person completing these tasks should have technical experience on the AS/400.

Flow Diagram

The following flow diagram summarizes the tasks involved in using HRUTILITY.

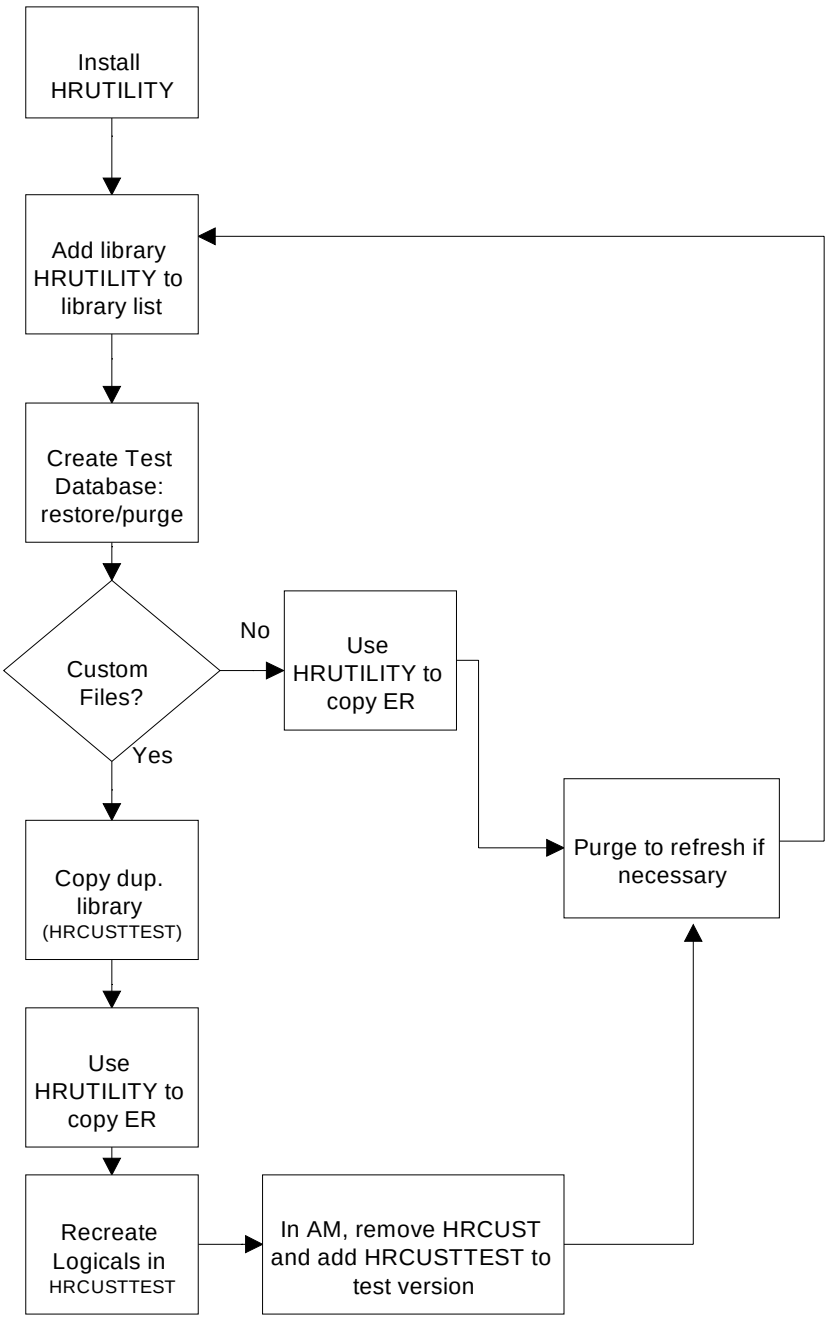

Figure 1: HRUTILITY Workflow

Setting Up HRUTILITY

This section describes the following tasks:

- Adding HRUTILITY to the Library List
- Creating the Target Test Database
- Managing Custom Libraries

Adding HRUTILITY to the Library List

You must add the HRUTILITY library to your library list each time that you want to run the Copy or Purge command.

To add HRUTILITY to your library list, complete these steps:

1. Go to a command line and type this command:

   ```
   ADDLIBLE HRUTILITY *LAST
   ```

2. Press Enter.

Creating the Target Test Database

You must create the target test database into which you will copy the employer. This procedure includes the following tasks:

- Using the Restore Library (RSTLIB) command to restore a recent backup of the current production database and to name the new test database
- Using the Purge Library (PURGELIB) command to remove all data from the restored library

Restoring the Test Database Library

Complete the following steps to restore the test database library:

1. Go to a command line and type the RSTLIB command as shown in the following example:

```
RSTLIB SAVLIB(your current database library; for
                    example, HRDBFA)+
   DEV(Tape_Device_name)+
   VOL(*MOUNTED)+
   ENDOPT(*REWIND)+
   OPTION(*ALL)+
   RSTLIB(your test database library; for example,
          HRDBFATEST)
```

2. Press Enter.

Purging the Restored Library

Complete the following steps to remove all data from the restored library:

1. Go to a command line and type **PURGELIB**. The system displays a screen that prompts for the name of the test database library.
2. Type the name of the test database library and press Enter.

For more information see the section “Purging a Test Database” in this document.

Managing Custom Libraries

If you have a library with any custom logical and/or physical files, you must complete these additional tasks:

- Make a duplicate copy of each custom library
- Redirect the custom logical files to the test database library
- Set up the test version in Infinium AM by making sure the correct test libraries are in the test version’s library list

If you have custom libraries, proceed to the next task “Copying Custom Libraries.”

If you do not have custom libraries, proceed to the task “Copying an Employer to a Test Database” on page 7.

Copying Custom Libraries

If you have any custom logical and/or physical files in a custom library, you must make a duplicate copy of this library. This duplicate library (for example, HRCUSTTEST) will be used with the test database library

that you create with HRUTILITY. After you use the HRUTILITY to copy an employer, you must complete additional steps. (See the sections "Redirecting the Custom Logical Files" and "Setting Up the Test Version.")

Note: If you create the duplicate database library with no data in the custom physical files, you must populate the custom files.

Recreating the Custom Logical Files

If you made a duplicate copy of a custom library, you must recreate any logical files in the duplicate library over your test database library.

Setting Up the Test Version

In Infinium AM you must make sure that the test version's library list contains the correct libraries.

Refer to the *Infinium Application Manager Quick Reference User's Guide* for information on setting up a version.

Caution: The original production custom library should never be in the test version if any logical files or physical files exist in the custom library. Use the duplicate copy of the custom library instead.

Using HRUTILITY

This section describes the following tasks:

- Purging a Test Database
- Copying an Employer to a Test Database

Purging a Test Database

The Purge command enables you to refresh or purge the database library. After the purge job completes normally, you can then re-copy the employer(s) from the production database to the test database.

A completed purge removes all data from all files except any QueryCalc files added to your test database. (Do not confuse QueryCalc with Infinium QY.)

Complete the following steps to purge the test database library:

1. Go to a command line, type **`ADDLIBLE HRUTILITY *LAST,`** and press Enter.
2. From a command line, type **`PURGELIB`** and press Enter.

   The system displays a screen like the following.

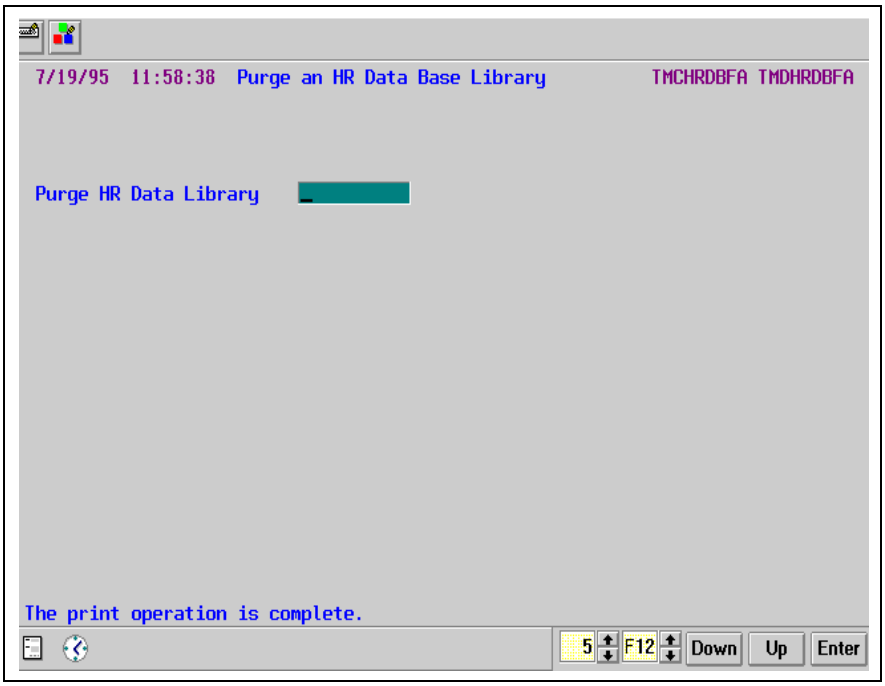

Figure 2: Purge an HR Database Library screen

3. Type the name of the test database library and press Enter.

   If the purge job completes normally, you can re-copy an employer by using the **COPYHRER** command. For details see the next section "Copying an Employer to a Test Database."

Copying an Employer to a Test Database

Complete the steps below to copy an employer from one database to the test database. You must complete these steps for each employer that you want to copy.

1. Go to a command line, type **ADDLIBLE HRUTILITY *LAST**, and press Enter.
2. From a command line, type **COPYHRER** and press Enter.

   The system displays a screen like the following.

The system displays the name of your new test database library here.

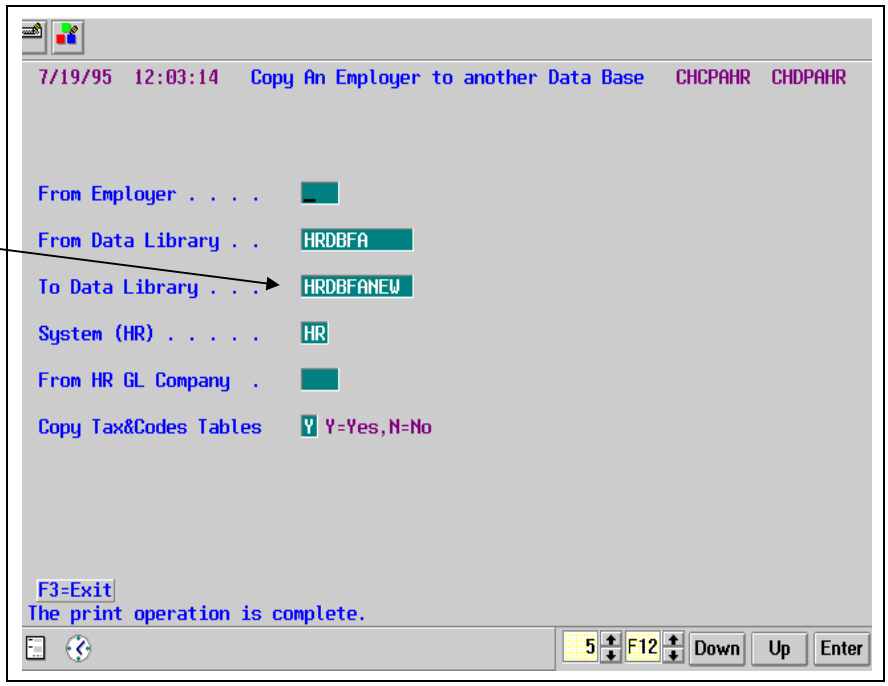

Figure 3: Copy an Employer to Another Database screen

3. Complete the fields as follows:

   From Employer
   Type the name of the Employer and press FieldExit.

   From Data Library
   Type the database library name, such as HRDBFA.

   To Data Library
   Type the target database library name, such as HRDBFATEST.

   System
   This value is the system designator HR.

   From HR GL Company
   Type the employer's HR GL Company.

   Copy Tax&Codes Tables
   Type **Y** if you want to copy tax table, code tables, QTXTSRC, QBENSCR, and Infinium QY control files. Otherwise, type **N**.

   Note: You must type **Y** if this is the first employer you are copying. For subsequent employers, you do not have to copy the table unless you want to refresh these files.

4. Press Enter.to submit the job, which is put on hold to batch.

   Release the job to copy the employer. You should release only one job at a time.

5. Check your job log to verify that the files were copied.

Proceed to the Infinium AM test version to add all the correct test libraries.

Notes