Security Management System
Scheduled Operations

Introduction

'Security management system server' software supports several scheduled operations on recorded data.

Following are operations that can be scheduled to be performed on the recorded data

1. Data cleanup
2. Data archive
3. Archive for tape library
4. Backup for tape library

This document describes these scheduled operations and related configuration

Note – Add-on licenses are needed for some of these scheduled operations. If the add-on licenses are not available, the related options will not be visible, and hence can not be configured.
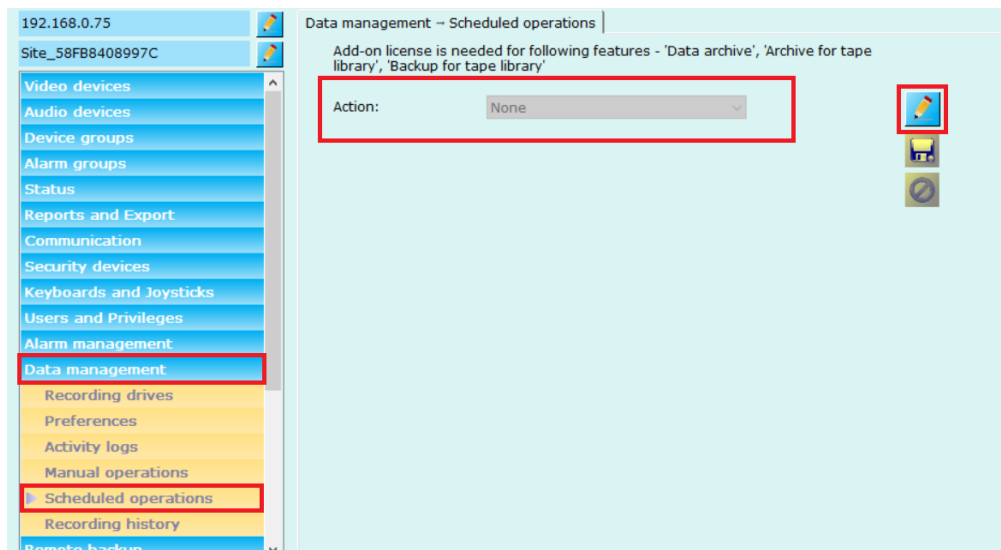
Data cleanup

The 'data cleanup' operation is used to cleanup / delete recorded data older than specified number of days.
The 'data cleanup' operation is configured typically in cases where the project requirement includes recording availability for exact number of days; and data older than specified number of days is not expected to be available.

Note – The 'data cleanup' operation only deletes the recorded data older than specified number of days. It is expected that sufficient storage space is allocated for normal recording from Security Management System server software.
If sufficient storage space is not available, the 'data recycling' will be in effect and will delete the oldest data (first in first out). In such case the 'data cleanup' scheduled operation will not find any data older than user specified number of days and hence will not delete any data.
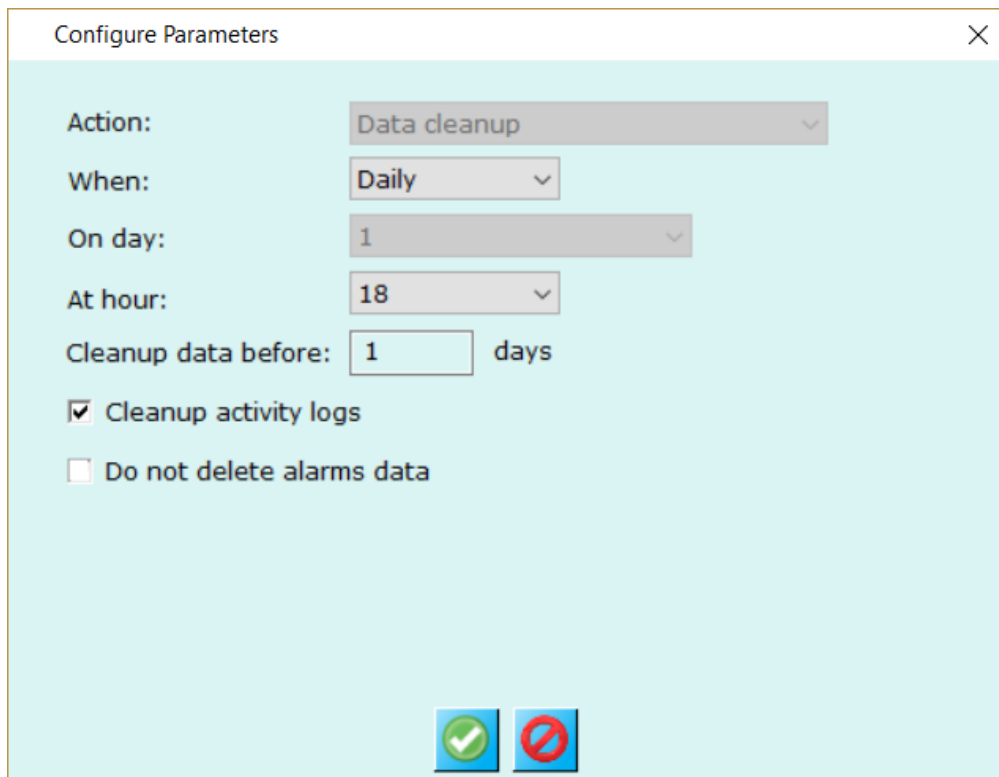
1. Please navigate to the 'Data management' tab and select 'Scheduled operations' sub tab

2. Click on the 'Edit' button. This will enable the GUI elements.

3. From 'Action' drop-down box, select 'Data cleanup' option.

4. Scheduled operation parameters list will appear below 'Action' drop-down.
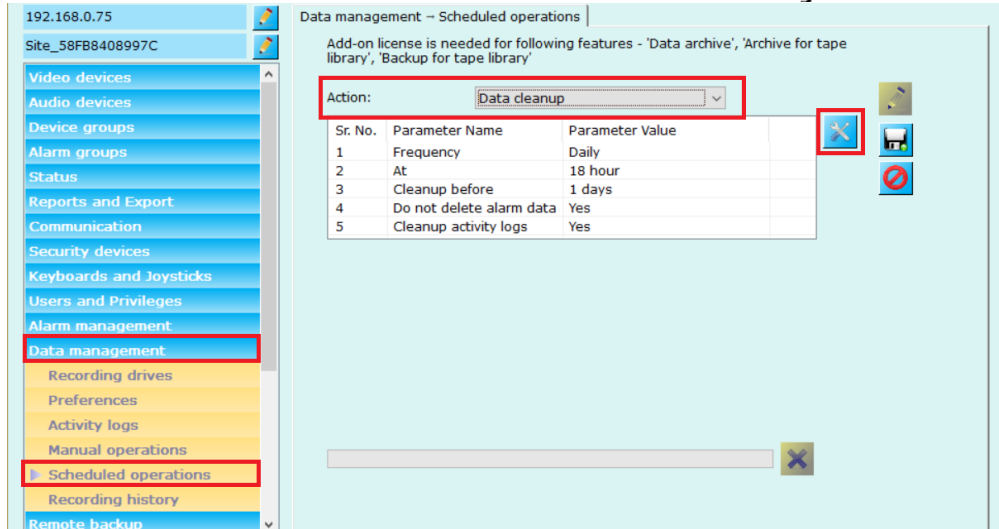
5. Click on 'Configure…' button. This will pop up the 'Configure Parameters' dialog box.

6. Please configure the parameters for 'Scheduled operations – Data cleanup'
   (a) 'When' – allows specifying the frequency for the data cleanup scheduled operation – daily / weekly / monthly
   (b) 'On day' – allows specifying the day on which the data cleanup scheduled operation will start. This parameter is not valid when 'daily' frequency is selected, since the data cleanup operation will be processed every day when

'daily' frequency is selected. When 'weekly' frequency is selected, 'On day' drop down will list days of week (Sunday, Monday, Tuesday, Wednesday, Thursday, Friday, and Saturday). When 'monthly frequency is selected, 'On day drop down will list days of month (1,2,3,4,5 ,…. 27,28, 'Last Day', 'Second Last Day', 'Third Last Day')

(c) 'At hour' – allows specifying the hour / time when the data cleanup scheduled operation will start. The options available at between 00 to 23

(d) 'Cleanup data before' – allows specifying number of days. The scheduled data cleanup operation will delete the recorded data older than this specified number of days.

(e) 'Cleanup activity logs' – allows specifying whether user activity logs too should be deleted, along with recorded data

(f) 'Do not delete alarms data' – allows protecting the recorded data associated with alarms from deletion during the scheduled data cleanup operations. Note – In all the normal cases, please set 'Do not delete alarms data' parameter to OFF. Setting 'Do not delete alarms data' to ON, will result in partial deletion of the old recorded data; and should only be used in special cases.

7. Click on OK button. Confirmation message-box will be displayed. Please confirm to select the settings and to close the 'Configure Parameters' dialog box.

8. Click on the 'Save' button on the 'Data management -> Scheduled operations' page, to save the settings

When scheduled data cleanup operation is configured, the 'data cleanup' process will start as per the configured schedule and will delete the recorded data older than the specified number of days, from the time when each data cleanup processing cycle starts.
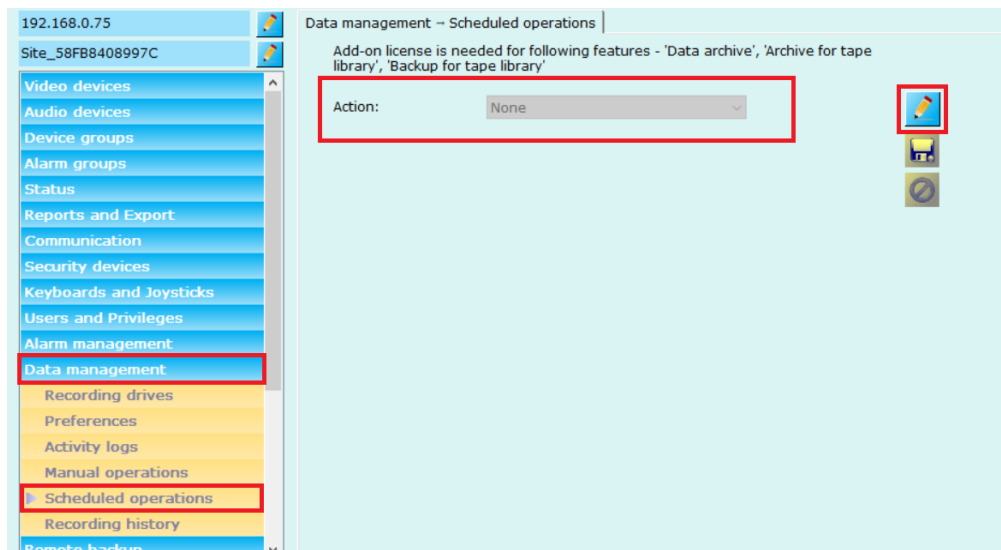
Data archive

The 'data archive' operation is used to move recorded data older than specified number of days, to user specified directory.

Note – The 'data archive' operation only moves the recorded data older than specified number of days. It is expected that sufficient storage space is allocated for normal recording from Security Management System server software.
If sufficient storage space is not available, the 'data recycling' will be in effect and will delete the oldest data (first in first out). In such case the 'data archive' scheduled operation will not find any data older than user specified number of days and hence will not move any data.

Note – Add-on license is needed for 'data archive' scheduled operation. If the add-on license is not available, the 'data archive' option will not be visible, and hence can not be configured.
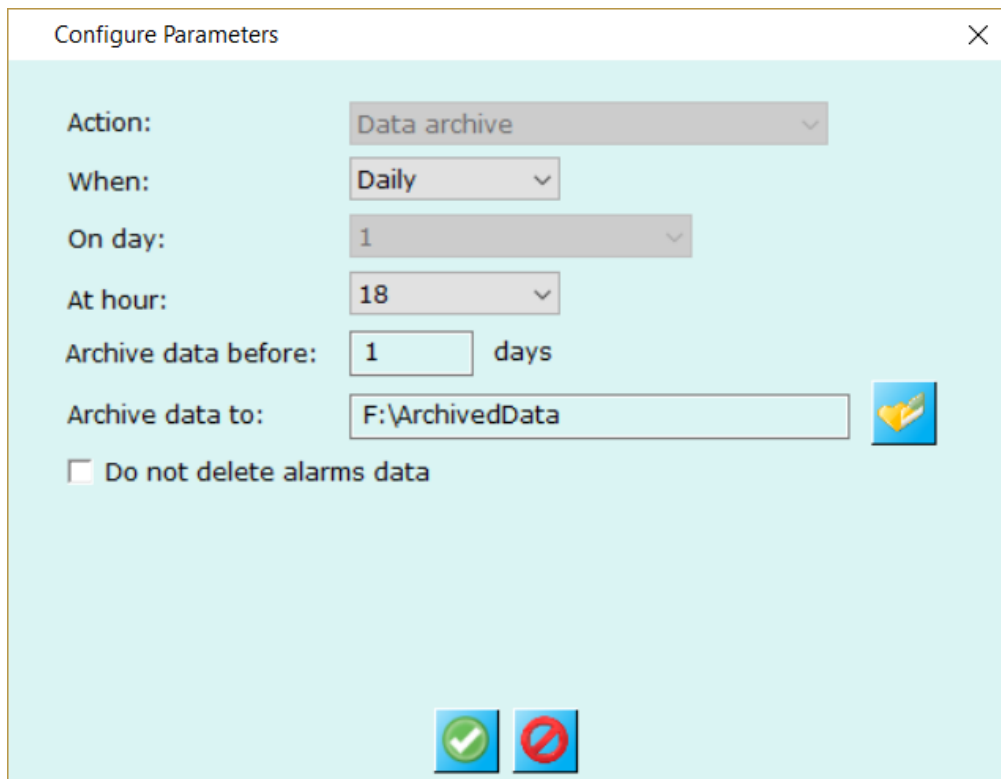
1. Please navigate to the 'Data management' tab and select 'Scheduled operations' sub tab

2. Click on the 'Edit' button. This will enable the GUI elements.

3. From 'Action' drop-down box, select 'Data archive' option.

4. Scheduled operation parameters list will appear below 'Action' drop-down.
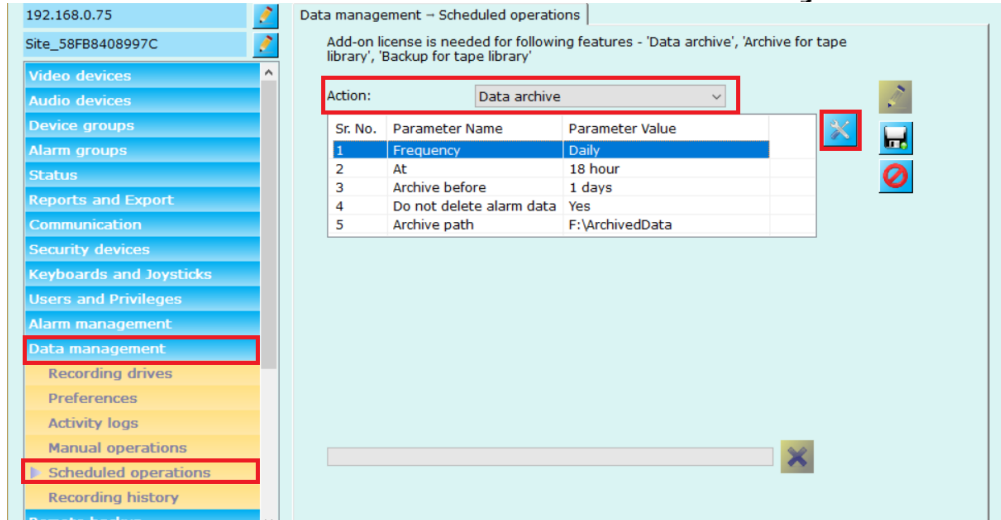
5. Click on 'Configure…' button. This will pop up the 'Configure Parameters' dialog box.

6. Please configure the parameters for 'Scheduled operations – Data archive'
   (a) 'When' – allows specifying the frequency for the data archive scheduled operation – daily / weekly / monthly
   (b) 'On day' – allows specifying the day on which the data archive scheduled operation will start. This parameter is not valid when 'daily' frequency is selected, since the data archive operation will be processed every day when

'daily' frequency is selected. When 'weekly' frequency is selected, 'On day' drop down will list days of week (Sunday, Monday, Tuesday, Wednesday, Thursday, Friday, and Saturday). When 'monthly frequency is selected, 'On day drop down will list days of month (1,2,3,4,5 ,…. 27,28, 'Last Day', 'Second Last Day', 'Third Last Day')

(c) 'At hour' – allows specifying the hour / time when the data archive scheduled operation will start. The options available at between 00 to 23

(d) 'Archive data before' – allows specifying number of days. The scheduled data archive operation will move the recorded data older than this specified number of days.

(e) 'Archive data to' – allows specifying the destination directory where the data is expected to be archived

(f) 'Do not delete alarms data' – allows protecting the recorded data associated with alarms from deletion during the scheduled data archive operations. The recorded data related to alarms is not moved, but is copied to the specified archive directory; when 'Do NOT delete alarms data' parameter is set to ON

Note – In all the normal cases, please set 'Do not delete alarms data' parameter to OFF. Setting 'Do not delete alarms data' to ON, will result in partial deletion of the old recorded data from original recording paths; and should only be used in special cases.

7. Click on OK button. Confirmation message-box will be displayed. Please confirm to select the settings and to close the 'Configure Parameters' dialog box.

8. Click on the 'Save' button on the 'Data management -> Scheduled operations' page, to save the settings

When scheduled data archive operation is configured, the 'data archive' process will start as per the configured schedule and will move the recorded data older than the specified number of days to the specified directory, from the time when each data archive processing cycle starts.
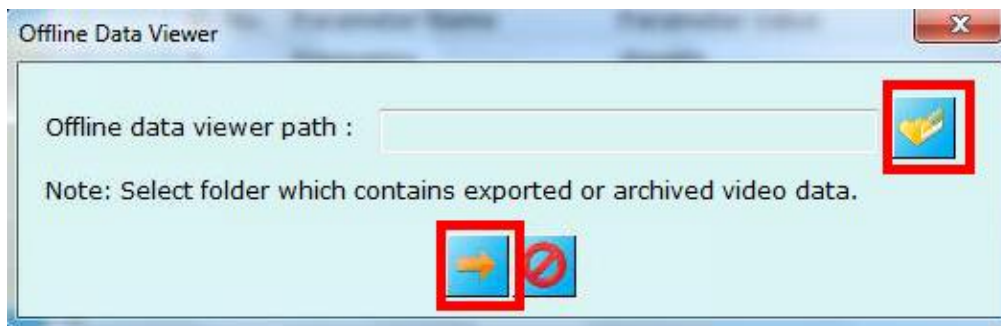
Note – sufficient free disk space should be available in the specified archive directory. As the scheduled data archive cycles get processed, more recorded data will get moved to the specified archive directory and the free disk space will go on reducing. If sufficient free disk space is not available, the data archive operation will fail.
The free disk in the specified archive directory should be monitored and managed periodically; as a separate independent activity; when scheduled data archive operation is configured.

Accessing the archived data –

1. Please use the 'Offline data viewer' tool to access the archived data.

2. 'Offline data viewer' is a tool available with 'Security Management System' software. 'Offline data viewer' tool can be launched multiple ways –

   (a) Security Management System server software – 'Offline data viewer' toolbar button available in the top toolbar of the server software GUI

   (b) Security Management System client software – 'Screens -> Offline data viewer' menu available in the client software GUI

   (c) From 'Security Management System -> Server -> Tools -> Offline Data Viewer' programs menu shortcut available on the computer where Security Management System server software is installed

   (d) From 'Security Management System -> Client -> Tools -> Offline Data Viewer' programs menu shortcut available on the computer where Security Management System client software is installed

3. Please specify the archive data folder path, and click on the 'Launch' button to access the archived data.

Archive for tape library

The 'archive for tape library' operation is used to move recorded data older than specified number of days, to user specified directory; in day specific sub-directories.
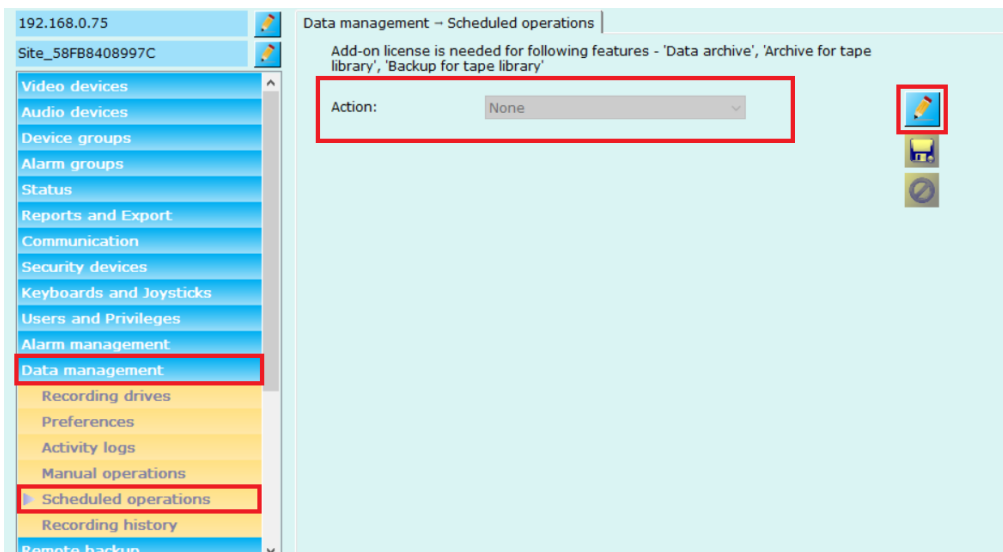
The 'archive for tape library' operation is typically used for generating data which is used by 3rd party systems (eg tape library software, cloud data backup service etc). 'Security Management System' server software generates day-wise data in the target archive directory and the generated day-wise data is copied / moved by the 3rd party system; to storage location in control of the 3rd party system. This data is later retrieved back from the 3rs party system and can be accessed using 'offline data viewer' tool available with Security Management System software.

Note – The 'archive for tape library' operation only moves the recorded data older than specified number of days. It is expected that sufficient storage space is allocated for normal recording from Security Management System server software.
If sufficient storage space is not available, the 'data recycling' will be in effect and will delete the oldest data (first in first out). In such case the 'archive for tape library' scheduled operation will not find any data older than user specified number of days and hence will not move any data.

Note – Add-on license is needed for 'archive for tape library' scheduled operation. If the add-on license is not available, the 'archive for tape library' option will not be visible, and hence can not be configured.

1. Please navigate to the 'Data management' tab and select 'Scheduled operations' sub tab

2. Click on the 'Edit' button. This will enable the GUI elements.

3. From 'Action' drop-down box, select 'Archive for tape library' option.

4. Scheduled operation parameters list will appear below 'Action' drop-down.
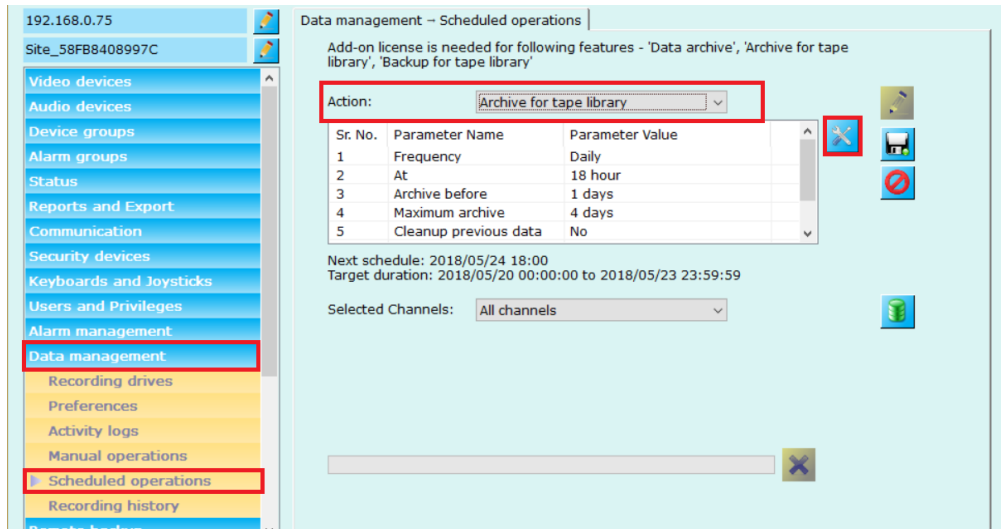
5. Click on 'Configure…' button. This will pop up the 'Configure Parameters' dialog box.
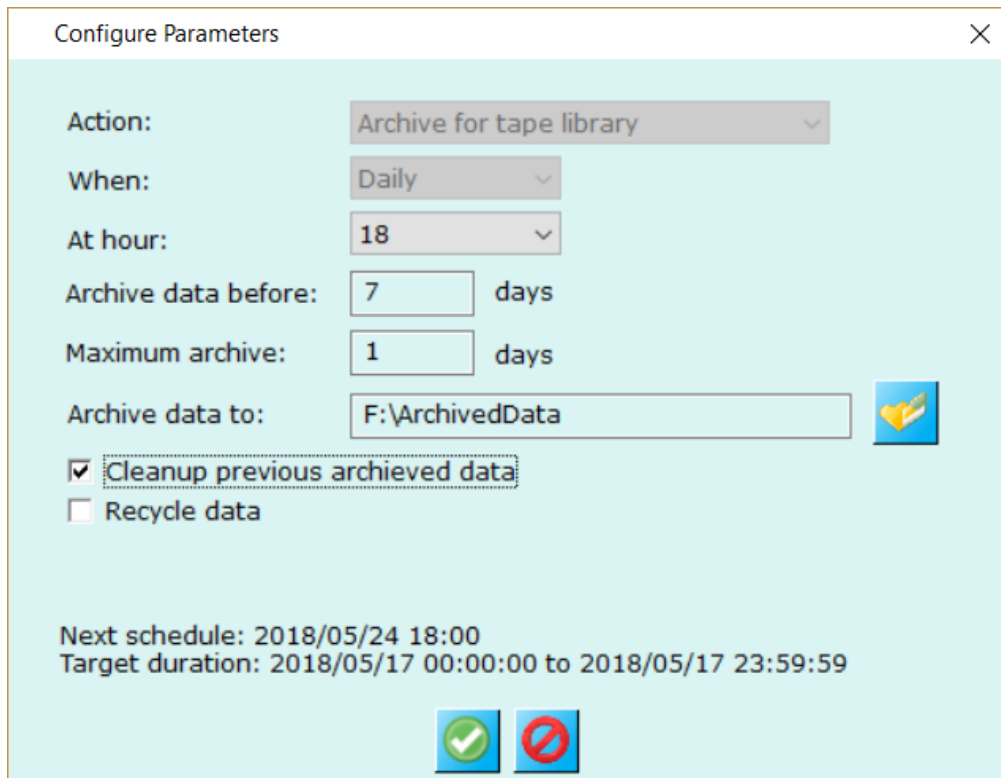
6. Please configure the parameters for 'Scheduled operations – Archive for tape library'

   (a) 'When' – the expected frequency for the 'archive for tape library' scheduled operation is always daily. Hence this parameter can not be configured by the user.

   (b) 'At hour' – allows specifying the hour / time when the 'archive for tape library' scheduled operation will start. The options available at between 00 to 23

   (c) 'Archive data before' – allows specifying number of days. The scheduled 'archive for tape library' operation will move the recorded data older than this specified number of days.

   (d) 'Maximum archive' – allows specifying the maximum number of days for which the data would be moved during an 'archive for tape library' operation cycle

   (e) 'Archive data to' – allows specifying the destination directory where the data is expected to be archived

   (f) 'Cleanup previous archived data' – when this parameter is set to ON; data archived in previous 'archive for tape library' processing cycles, is deleted before starting processing for a new 'archive for tape library' cycle.

   (g) 'Recycle data' – when this parameter is set to ON, available free disk space is checked for the specified archive directory, before every 'archive for tape library' processing cycle. If sufficient free disk space is not available, oldest data from the archive directory is deleted to create free space for the 'archive for tape library' processing cycle.
Note – 'Recycle data' parameter is typically used, only when 'Cleanup previous archived data' is set to OFF.

7. Click on OK button. Confirmation message-box will be displayed. Please confirm to select the settings and to close the 'Configure Parameters' dialog box.

8. On 'Data management -> Scheduled operations' page, when 'Action' is selected as 'Archive for tape library'; it is also possible to select channels which will be part of the 'Archive for tape library' processing.
By default, 'All channels' option is selected and all channels are processed. However, 'Specific channels' option can be selected and then channels can be selected for processing. Only these selected channels are included in 'Archive for tape library' processing and un-selected channels are ignored.
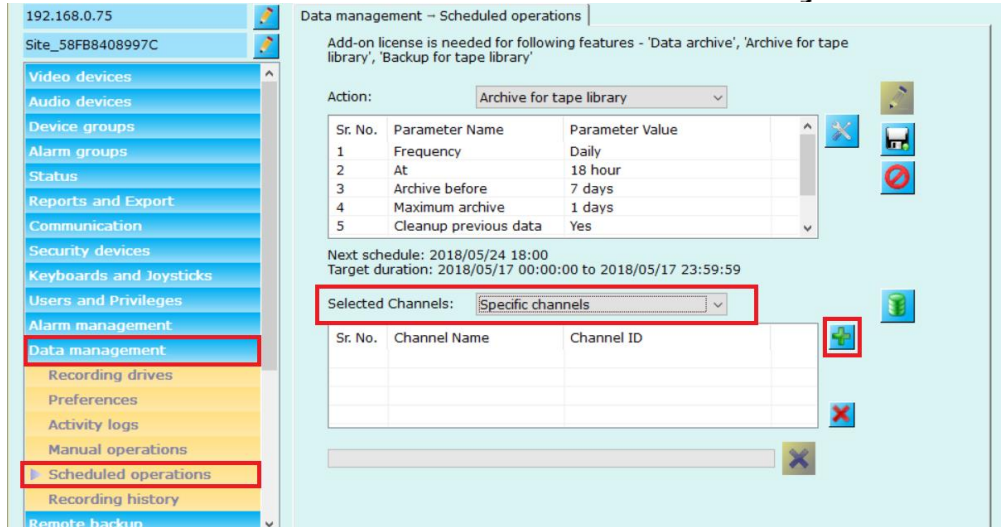
9. Click on the 'Save' button on the 'Data management -> Scheduled operations' page, to save the settings

When scheduled 'archive for tape library' operation is configured, the 'archive for tape library' process will start as per the configured schedule and will move the recorded data older than the specified number of days to the specified directory, from the time when each 'archive for tape library' processing cycle starts.

The 'archive for tape library' cycle does not move all old data, but only moves data inline with 'Maximum archive' setting.

Before each 'archive for tape library' cycle, previous data from the archive directory is deleted, if 'Cleanup previous archived data' is set to ON.

Note – sufficient free disk space should be available in the specified archive directory. It is important to calculate and allocate the required free disk space, as per the expected configuration for the 'archive for tape library' operation.

The 'archive for tape library' operation is processed by Security Management System server software, completely independent of the 3rd party system. The 3rd party system is expected to process the data archived by Security Management System server software, within available time interval (before the data is deleted by the Security Management System server software, at the beginning of the next processing cycle). Hence the throughput / data processing rate from the 3rd party system should be sufficiently high, for the integrated system to work smoothly.
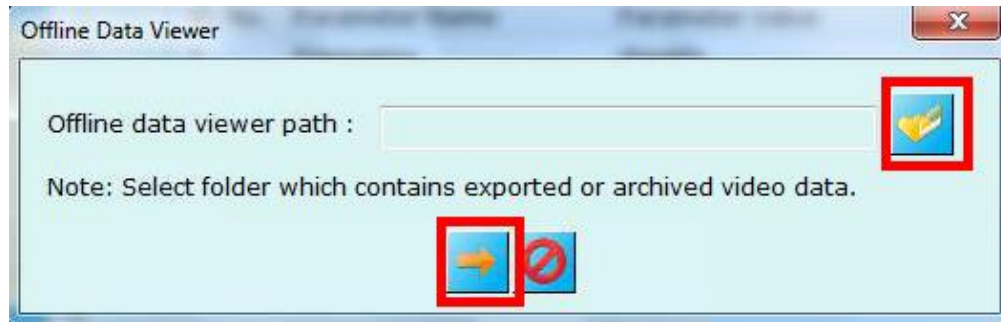
Accessing the retrieved data –

'Security Management System' server software generates day-wise data in the target archive directory. The format of the day-wise folder name is YYYYMMDD_<SiteName>, where YYYY is year, MM is month, DD is day and <SiteName> is the name of the site as configured in the Security Management System server software.

This generated day-wise data is copied / moved by the 3rd party system; to storage location in control of the 3rd party system. It is expected that during processing, 3rd party system maintains the day-wise data along with all sub-folders and files in it.

This day-specific data is later retrieved back from the 3rd party system and can be accessed using 'offline data viewer' tool available with Security Management System software.

1. Please use the 'Offline data viewer' tool to access the retrieved data.

2. 'Offline data viewer' is a tool available with 'Security Management System' software. 'Offline data viewer' tool can be launched multiple ways –
   (a) Security Management System server software – 'Offline data viewer' toolbar button available in the top toolbar of the server software GUI
   (b) Security Management System client software – 'Screens -> Offline data viewer' menu available in the client software GUI
   (c) From 'Security Management System -> Server -> Tools -> Offline Data Viewer' programs menu shortcut available on the computer where Security Management System server software is installed
   (d) From 'Security Management System -> Client -> Tools -> Offline Data Viewer' programs menu shortcut available on the computer where Security Management System client software is installed

3. Please specify the folder path of the day-specific folder retrived by the 3rd party system, and click on the 'Launch' button to access the retrieved data.

Backup for tape library

The 'backup for tape library' operation is used to copy recorded data older than specified number of days, to user specified directory; in day specific sub-directories.
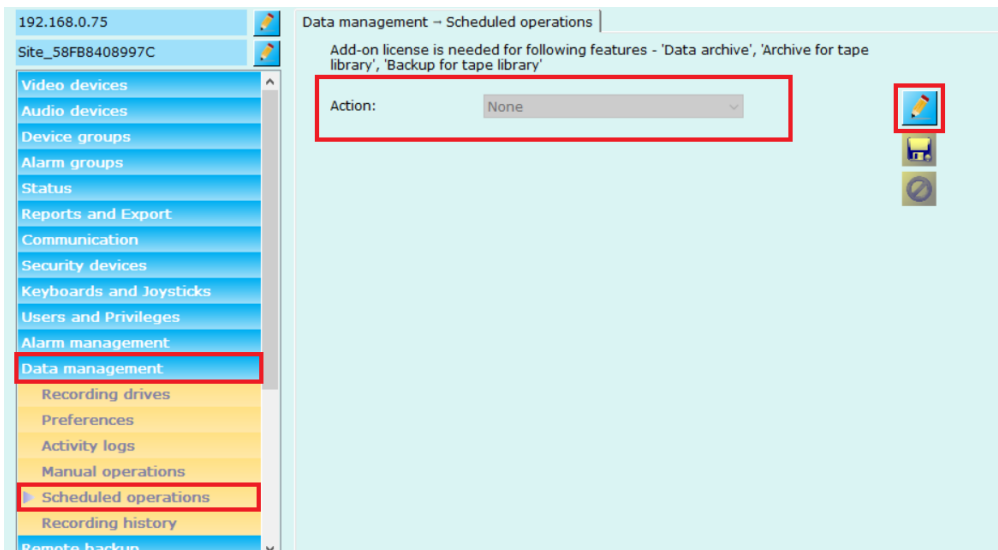
The 'backup for tape library' operation is typically used for generating data which is used by 3rd party systems (eg tape library software, cloud data backup service etc). 'Security Management System' server software generates day-wise data in the target backup directory and the generated day-wise data is copied / moved by the 3rd party system; to storage location in control of the 3rd party system. This data is later retrieved back from the 3rs party system and can be accessed using 'offline data viewer' tool available with Security Management System software.

Note – The 'backup for tape library' operation only copies the recorded data older than specified number of days. It is expected that sufficient storage space is allocated for normal recording from Security Management System server software.
If sufficient storage space is not available, the 'data recycling' will be in effect and will delete the oldest data (first in first out). In such case the 'backup for tape library' scheduled operation will not find any data older than user specified number of days and hence will not copy any data.

Note – Add-on license is needed for 'backup for tape library' scheduled operation. If the add-on license is not available, the 'backup for tape library' option will not be visible, and hence can not be configured.

1. Please navigate to the 'Data management' tab and select 'Scheduled operations' sub tab

2. Click on the 'Edit' button. This will enable the GUI elements.

3. From 'Action' drop-down box, select 'Backup for tape library' option.

4. Scheduled operation parameters list will appear below 'Action' drop-down.
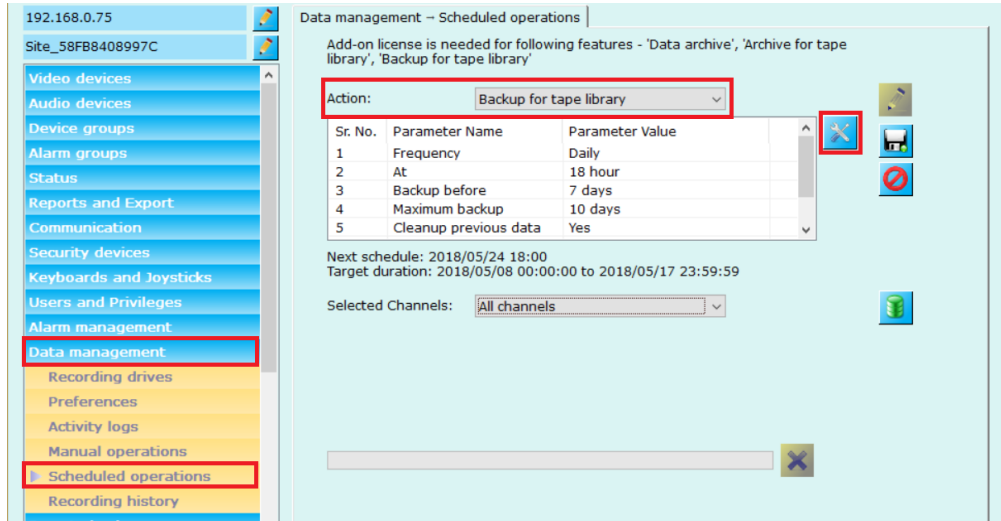

5. Click on 'Configure…' button. This will pop up the 'Configure Parameters' dialog box.
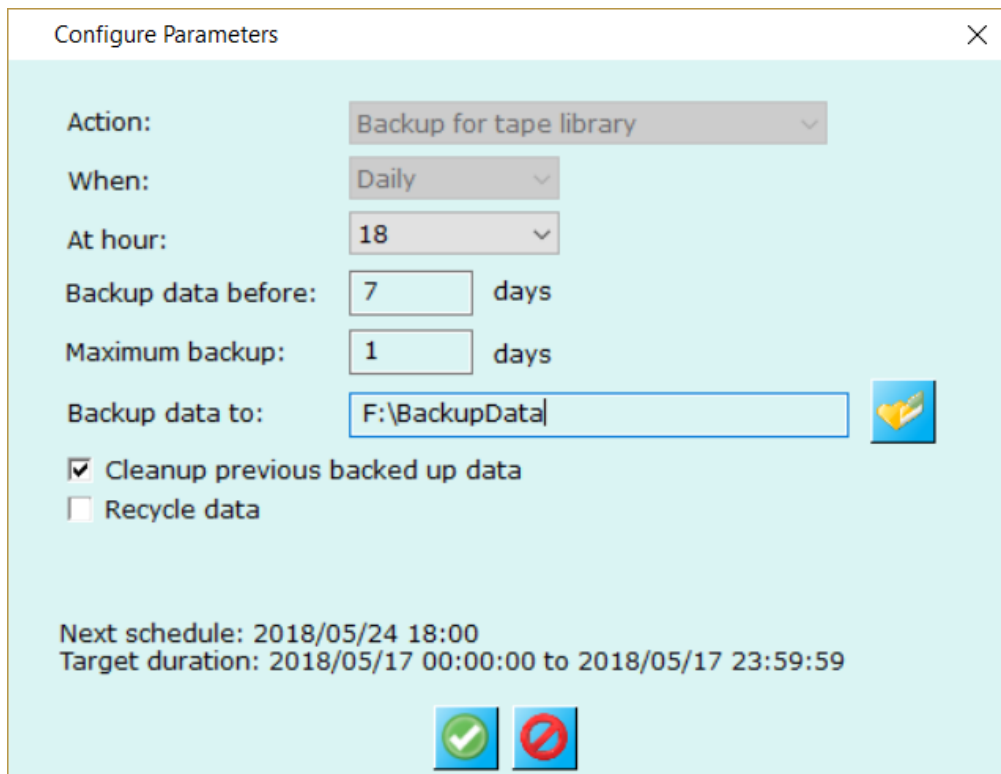
6. Please configure the parameters for 'Scheduled operations – Backup for tape library'

    (a) 'When' – the expected frequency for the 'backup for tape library' scheduled operation is always daily. Hence this parameter can not be configured by the user.

    (b) 'At hour' – allows specifying the hour / time when the 'backup for tape library' scheduled operation will start. The options available at between 00 to 23

    (c) 'Backup data before' – allows specifying number of days. The scheduled 'backup for tape library' operation will copy the recorded data older than this specified number of days.

    (d) 'Maximum backup' – allows specifying the maximum number of days for which the data would be copied during an 'backup for tape library' operation cycle

    (e) 'Backup data to' – allows specifying the destination directory where the data is expected to be copied

    (f) 'Cleanup previous backed up data' – when this parameter is set to ON; data copied in previous 'backup for tape library' processing cycles, is deleted before starting processing for a new 'backup for tape library' cycle.

    (g) 'Recycle data' – when this parameter is set to ON, available free disk space is checked for the specified backup directory, before every 'backup for tape library' processing cycle. If sufficient free disk space is not available, oldest data from the backup directory is deleted to create free space for the 'backup for tape library' processing cycle.
    Note – 'Recycle data' parameter is typically used, only when 'Cleanup previous backed up data' is set to OFF.

7. Click on OK button. Confirmation message-box will be displayed. Please confirm to select the settings and to close the 'Configure Parameters' dialog box.

8. On 'Data management -> Scheduled operations' page, when 'Action' is selected as 'Backup for tape library'; it is also possible to select channels which will be part of the 'Backup for tape library' processing.
By default, 'All channels' option is selected and all channels are processed. However, 'Specific channels' option can be selected and then channels can be selected for processing. Only these selected channels are included in 'Backup for tape library' processing and un-selected channels are ignored.
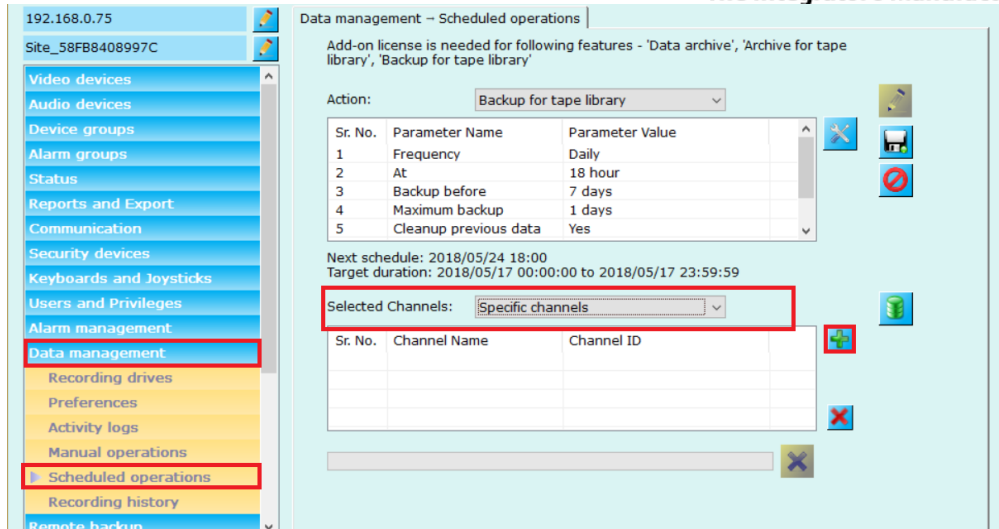
9. Click on the 'Save' button on the 'Data management -> Scheduled operations' page, to save the settings

When scheduled 'backup for tape library' operation is configured, the 'backup for tape library' process will start as per the configured schedule and will copy the recorded data older than the specified number of days to the specified directory, from the time when each 'backup for tape library' processing cycle starts.

The 'backup for tape library' cycle does not copy all old data, but only copies data inline with 'Maximum backup' setting.

Before each 'backup for tape library' cycle, previous data from the backup directory is deleted, if 'Cleanup previous backed up data' is set to ON.

Note – sufficient free disk space should be available in the specified backup directory. It is important to calculate and allocate the required free disk space, as per the expected configuration for the 'backup for tape library' operation.

The 'backup for tape library' operation is processed by Security Management System server software, completely independent of the 3rd party system. The 3rd party system is expected to process the data copied by Security Management System server software, within available time interval (before the data is deleted by the Security Management System server software, at the beginning of the next processing cycle). Hence the throughput / data processing rate from the 3rd party system should be sufficiently high, for the integrated system to work smoothly.
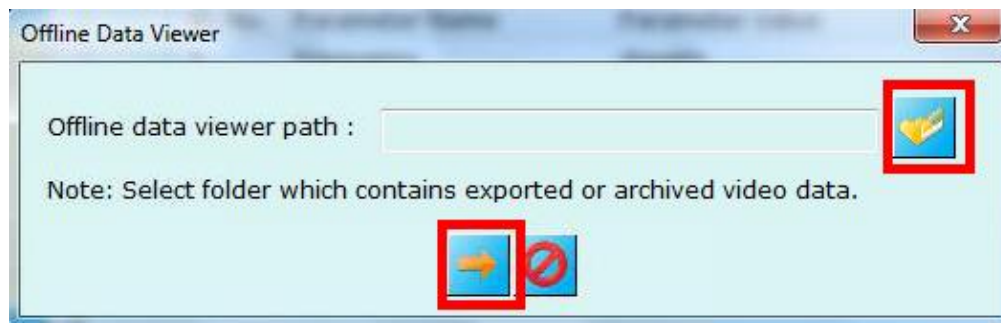
Accessing the retrieved data –

‘Security Management System’ server software generates day-wise data in the target backup directory. The format of the day-wise folder name is YYYYMMDD_<SiteName>, where YYYY is year, MM is month, DD is day and <SiteName> is the name of the site as configured in the Security Management System server software.

This generated day-wise data is copied / moved by the 3rd party system; to storage location in control of the 3rd party system. It is expected that during processing, 3rd party system maintains the day-wise data along with all sub-folders and files in it.

This day-specific data is later retrieved back from the 3rd party system and can be accessed using ‘offline data viewer’ tool available with Security Management System software.

1. Please use the ‘Offline data viewer’ tool to access the retrieved data.

2. ‘Offline data viewer’ is a tool available with ‘Security Management System’ software. ‘Offline data viewer’ tool can be launched multiple ways –
   (a) Security Management System server software – ‘Offline data viewer’ toolbar button available in the top toolbar of the server software GUI
   (b) Security Management System client software – ‘Screens -> Offline data viewer’ menu available in the client software GUI
   (c) From ‘Security Management System -> Server -> Tools -> Offline Data Viewer’ programs menu shortcut available on the computer where Security Management System server software is installed
   (d) From ‘Security Management System -> Client -> Tools -> Offline Data Viewer’ programs menu shortcut available on the computer where Security Management System client software is installed

3. Please specify the folder path of the day-specific folder retrived by the 3rd party system, and click on the ‘Launch’ button to access the retrieved data.