

Observation Collection Program (OCP)

Administration Manual

Deployed to:



Joint Analysis and Lessons Learned Centre
(JALLC)



EDISOFT - Empresa de Serviços e Desenvolvimento de Software, S.A.

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Table of Contents

1.	SETUP	4
1.1	Network Server Setup (database only).....	4
1.2	Network Client Setup (Application only) OCP Application	6
1.3	Starter Database	8
1.4	General Functions	9
2	ADMINISTRATION.....	10
2.1	Create Users	10
2.2	Export to LLDB	14
3	EXPORT / IMPORT.....	15
3.1	Export	15
3.2	Import	17



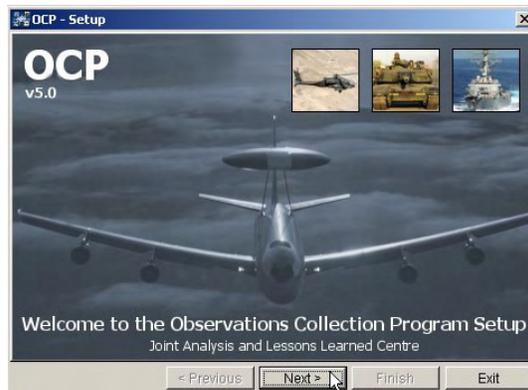
1. SETUP

1.1 Network Server Setup (database only).

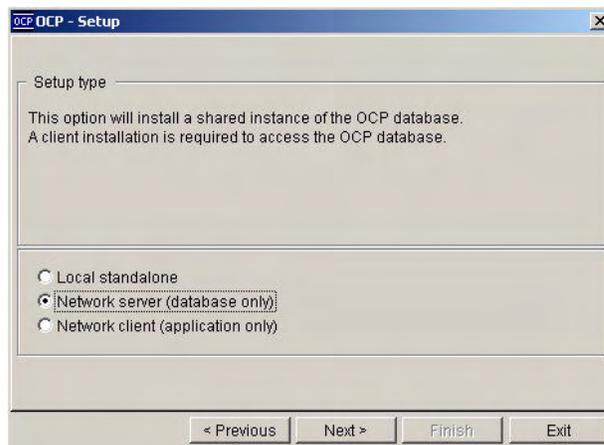
This Setup installs a Network Server Database. Server computer must have a Cd-Rom drive and at least 50Mb available disk space.

- [Task Description](#)

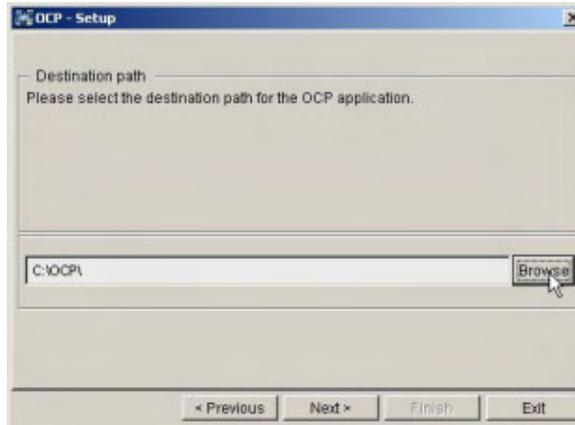
Insert the cd-rom labelled OCP (Observation Collection Program) into the CD drive
The installation starts automatically;
(if not, execute the file named setupocp.exe on the root of the OCP - Cd-Rom)



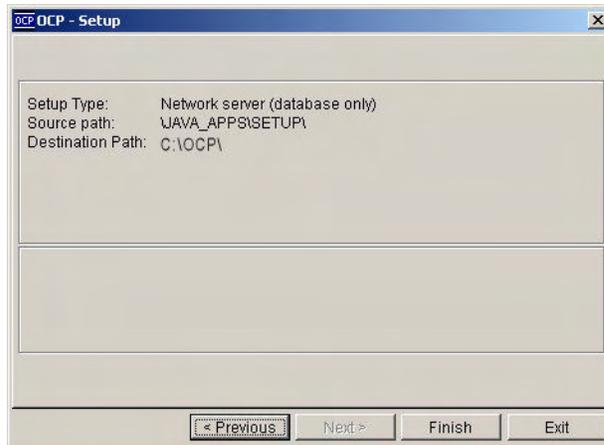
Select the setup type (Network server in this case) and click next;



Select the destination path for the OCP application.



The installation is now complete, press Finish to close the setup window;



1.2 Network Client Setup (Application only) OCP Application

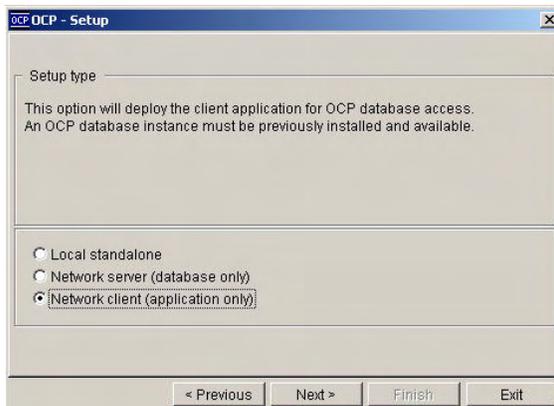
This Setup installs a Network Client OCP application. Your personal computer must have a Cd-Rom drive and at least 20Mb available disk space.

- [Task Description](#)

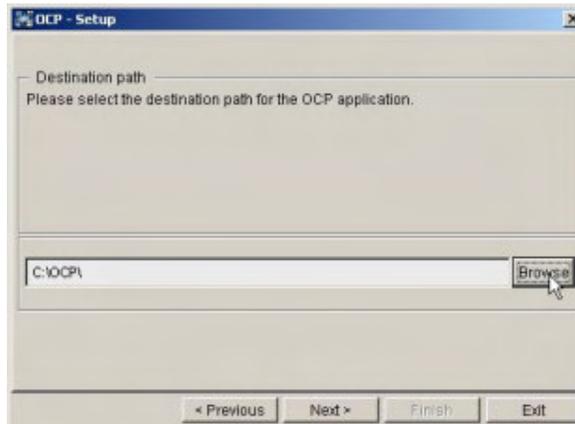
Insert the cd-rom labelled OCP (Observation Collection Program) into the CD drive
The installation starts automatic;
(if not, execute the file named setupocp.exe on the root of the OCP - Cd-Rom)



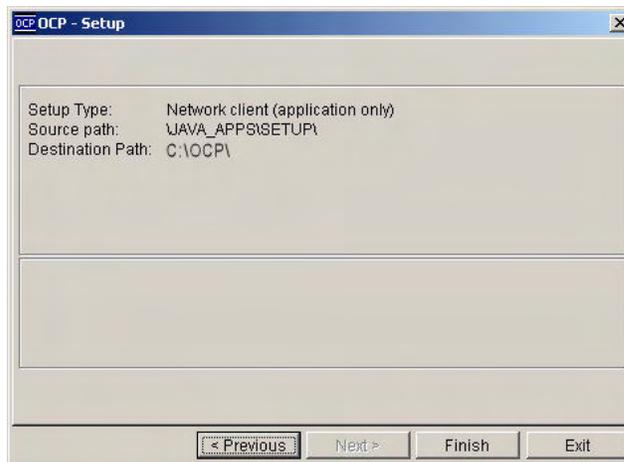
Select the setup type (Network client in this case) and click next;



Select the destination path for the OCP application.



The installation is now complete, press Finish to close the setup window;



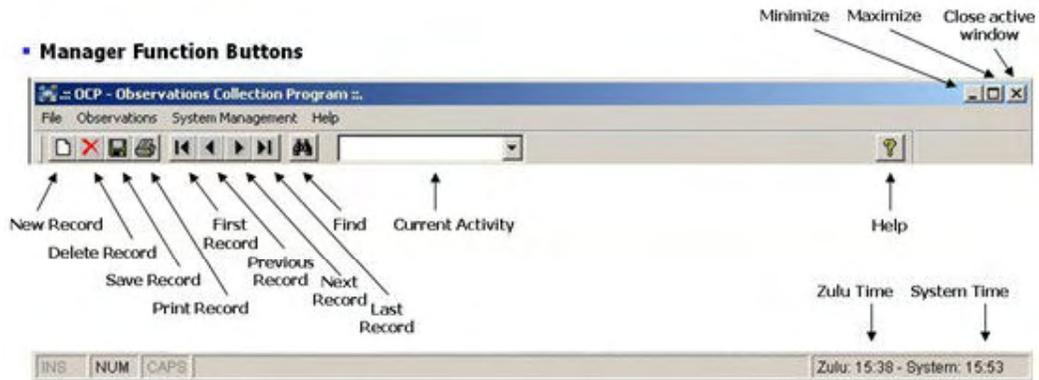
1.3 Starter Database

- [DATABASE](#)

The tables listed bellows are populated with data;

- Parameters
- Applicability
- Commands (Organization)
- Directorate
- DOTMLPF
- EOC
- Impact
- Military Functions
- Nations
- Ranks
- Services
- Tasks
- Classification
- Levels

1.4 General Functions



- **The background of the boxes in the pages of dialogue with the user has significant colours:**

(yellow)	mandatory field
(white)	optional field
(grey)	read-only field

2 ADMINISTRATION

2.1 Create Users

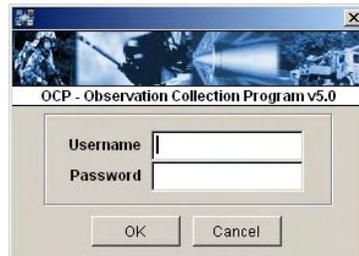
This function is used to create a new user in the OCP Application.
User must be manager to perform the task.

- Task Description

Press the OCP Icon displayed on the Desktop;



Insert the Username and Password;



Confirm or change the Offset;



In the top menu, press System Management/Users;



Press the new record button;



The system displays the user identification screen.

Type the login name;

Select profile from a list of values;

Type the first and last name;

Indicate rank, service and nation;



Indicate command and billet;

Command	SHAPE	1	
Contacts	AFNW	11	
	AFCENT	21	
Comercial	AFSOUTH	31	
	CJPS	50	
Military	SACLANT	51	
	EASTLANT	61	
Address			Billet <input type="text"/>

Type address;

Address

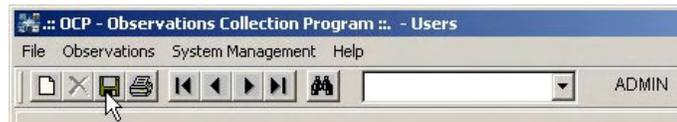
Type military and commercial phone, military and commercial fax, e-mail and cronos address;

	Phone	Fax	Email/Cronos Address
Comercial	<input type="text"/>	<input type="text"/>	<input type="text"/>
Military	<input type="text"/>	<input type="text"/>	<input type="text"/>

Fill the comments field;

Comments

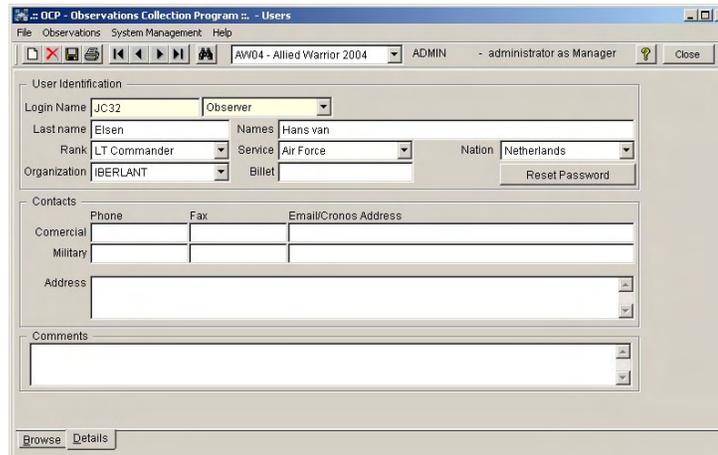
Confirm the operation by clicking the save icon on the top menu;



A new user is created according to the chosen profile.

Login Name	Profile	First Name	Last Name
ADMIN	Manager	administrator	administrator
ED01	Brower	Nuno	Ruivo
ED02	Observer	Herminio Luis de Castro	Veiga
JC32	Observer	Hans van	Eisen

(Browse view)



The screenshot shows a software window titled "OCP - Observations Collection Program :: - Users". The window has a menu bar with "File", "Observations", "System Management", and "Help". Below the menu bar is a toolbar with navigation icons and a status bar showing "AW04 - Allied Warrior 2004", "ADMIN", and "- administrator as Manager". The main content area is divided into several sections:

- User Identification:** Contains fields for "Login Name" (JC32), "Observer" (dropdown), "Last name" (Elsen), "Names" (Hans van), "Rank" (LT Commander), "Service" (Air Force), "Nation" (Netherlands), "Organization" (IBERLANT), and "Billet". There is a "Reset Password" button.
- Contacts:** A table with columns "Phone", "Fax", "Email", and "Cronos Address". It has rows for "Comercial" and "Military".
- Address:** A text input field.
- Comments:** A text input field.

At the bottom of the window, there are "Browse" and "Details" buttons.

(Detail view)

2.2 Export to LLDB

This option lets the Manager export data related to the current activity to the LLDB (Lessons Learned Database) using an XML format file, according to LLDB rules

- **Task Description**

In the top menu, press File/Export to LLDB;

Accept the proposed activity or select a different one;

Select the Organization;

Confirm the operation by clicking with the mouse the Export Button;

Indicate name and path for the export file.

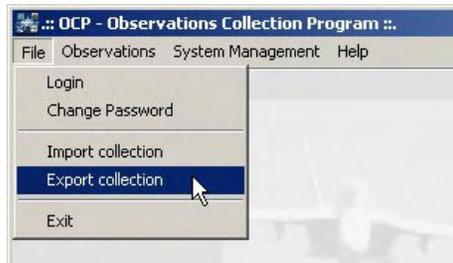
3 Export / Import

3.1 Export

Exports filtered data related to the current activity, user must be Observer.

- Task Description

In the top menu, press File/Export;



Type name and path for the export files:

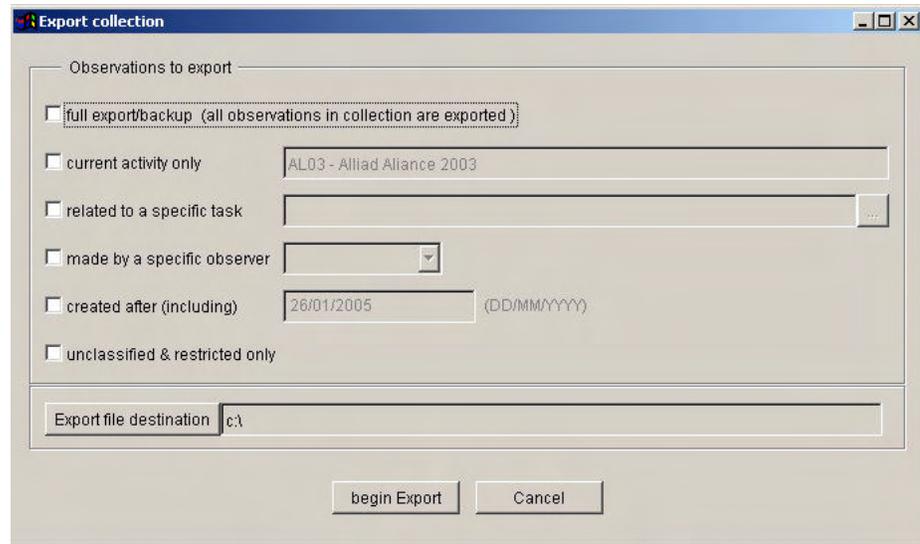


Select a destination for the export files or create a new one by pressing the new folder button;



Select the filtering from the following options:

- All observations
- Observations related to a specific task.
- Observations entered after a specific date.
- Observations made by a specific observer.
- Observations related the current activity only
- Unclassified & restricted only;



Confirm the operation;



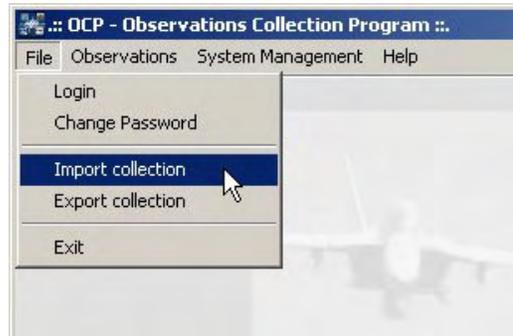
Export files are created according to user options.

3.2 Import

Imports filtered data from an export file, user must be Observer.

- **Task Description**

In the top menu, press File/Import;

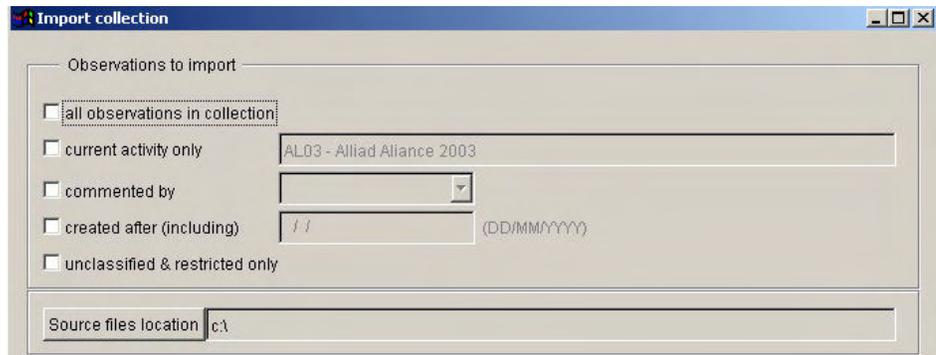


Type the path where import files are located or select the folder, by browsing the directories;



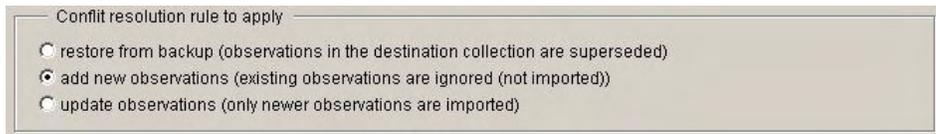
Select the filtering from the following options:

- All observations
- Observations entered after a specific date.
- Observations commented by a specific observer.
- Observations related the current activity only
- Only unclassified & restricted observation;



Select the conflict resolution option from the following list:

- All observations in the destination are superseded.
- All existing observations are ignored (not imported).
- Only newer observations are imported.



Confirm the operation by pressing begin import;



Observations are added to the correspondent activity in the current database.
Activity and related objects are created in the destination database as needed.