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1. Welcome to COPA-DATA help

GENERAL HELP

If you cannot find any information you require in this help chapter or can think of anything that you would like added, please send an email to documentation@copadata.com (mailto:documentation@copadata.com).

PROJECT SUPPORT

You can receive support for any real project you may have from our Support Team, who you can contact via email at support@copadata.com (mailto:support@copadata.com).

LICENSES AND MODULES

If you find that you need other modules or licenses, our staff will be happy to help you. Email sales@copadata.com (mailto:sales@copadata.com).

2. History of changes

The history of changes serves for complete documentation of the phase of engineering. All changes to a project such as change, delete, create, etc. can be protocoled. Per default the history of changes turned off and must be activated (on page 5) in the Editor.





License information

Part of the standard license of the Editor and Runtime.

PROJECT MANAGER CONTEXT MENU

Menu item	Action
Export XML all	Exports all entries as an XML file.
Export CSV all	Exports all entries as an CSV file.
Activate extended filter	Opens the dialog for Engineering enhanced filter settings (on page 8).
Deactivate extended filter	Deletes the settings for the extended filters and deactivates the property for the engineering of the extended filter settings.
Editor profile	Opens the drop-down list with predefined editor profiles.
Help	Opens online help.

3. Engineering in the Editor

The history of changes must be activated in the Editor. To do this:

- 1. navigate to Group **History of changes** in project properties
- 2. Activate the propertyHistory of changes active
- 3. select via property **Detailling level** which details should be recorded:
 - Object: Only the object names of the changed objects are logged.
 - Properties: Additionally to the object names the changed properties and the new values are displayed in the history of changes.
 - Value changes: Not only the new value of a property is displayed but also the old one. This makes complete traceability of the changes of values possible. This setting causes the most detail level of logging.
- 4. For multi-user projects, the ability to enter a comment can be automatically unlocked for write access via the **Automatically allow changes** property; this setting is deactivated by default, because it can impair performance significantly



PROTECTING THE HISTORY OF CHANGES

The activating/deactivating of the history of changes can be protected from unauthorized user access. To do this:

- 1. navigate to Group User administration in project properties
- 2. click in the field of property Function authorizations
- 3. the dialog for changing the function authorization is opened
- 4. select for Turn on/off history of changes the desired authorization level

3.1 Change history detail view of toolbar and context menu



CONTEXT MENU

Menu item	Action
Filter Module	Sets the filter to the module of the selected entry.
Filter object	Sets the filter to the object of the selected entry.
Activate extended filters	Activates the property for engineering extended filter settings.
Deactivate extended filters	Deletes the settings for the extended filters and deactivates the property for the engineering of the extended filter settings.
Remove all filters	Removes all filter settings.
Сору	Copies the selected entries to the clipboard.
Delete	Deletes selected entries after a confirmation from list.
Export selected XML	Exports all selected entries as an XML file.
Export selected CSV	Exports all selected entries as an CSV file.
Edit selected cell	Opens the selected cell for editing. The binocular symbol in the header shows which cell has been selected in a highlighted line. Only cells that can be edited can be selected.
Properties	Opens the Properties window for the selected entry.
Help	Opens online help.



4. Logged data

If the history of changes is activated, the changes are displayed in the detail view of the project manager according to the selected settings. The first entry documents the activation of the History of changes. At deactivation the last entry is the deactivating of the history of changes.

Entry	Description	
State	State of the object for multi-user projects.	
	Green: Object has the state Enable changes	
	Empty: Object has the state Apply changes	
time stamp	Date and time.	
Action	Type of interference. Possible values:	
	▶ New	
	▶ Changed	
	▶ Deleted	
	New - VBA	
	► Changed - VBA	
	▶ Deleted - VBA	
Module	The module (e.g. PFS, archive, report) where the changes have been made.	
Object	Object which was changed.	
Element	Element which was changed. Recorded is the name as defined in property Element name .	
Property	The property of the objects/elements which were changed.	
Old value	The value of the property before changes were done.	
	Only available if you selected Value change in project property Detailling level.	
New value	Value of the property after the change.	
	Only available if in project settings under Detailling level	
	Properties or Value changes was selected.	
User	The user who carried out the changes. If the user administration is not activated or no user is logged in, the Windows user is read out and entered.	
Computer	The name of the computer where the changes have been made.	
Comment	Freely usable text.	

You can sort the columns as you wish by dragging&dropping. Each column can be filtered (on page 8)for certain content.



Note: If you can certain properties which open a dialog for additional settings, not all changes are recorded

For example: In module Batch Control you change a parameter which is linked to a phase via a formula. This change is not recorded. If you change the formula, the change is recorded.

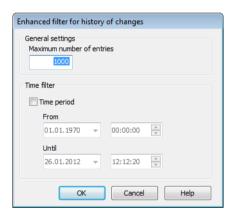
4.1 Filter data

There are two possibilities to filter displayed list of the history of changes:

- 1. Enhanced filter of the history of changes
- 2. Filter of the list view

ENHANCED FILTER OF THE HISTORY OF CHANGES

You can reach the enhanced filter via the context menu in the project manager or in the detail view.





GENERAL SETTINGS

Parameters	Description
Maximum number of entries	Defines the maximum number of data sets which are displayed in the list.
	0: Unlimited number
	Default: 1000

TIME FILTER

Parameters	Description
Time period	Enables filtering on a specified time period or to or from a certain point in time.
	Active: Only entries from the given time period are displayed. Default: deactivated
From	Date and time after which changes should be displayed.
То	Date and time up to which changes should be displayed.

5. Logged actions

In the history of changes the following is protocoled:



Object	Changes
zenon Logic	> zenon Logic New project
	zenon Logic Delete project
	 zenon Logic Change project
Archives	▶ New archive
	▶ Delete archive
	➤ Change archive
	Add variable
	Delete variable
User	▶ New user
	▶ Delete user
	Change user
Screens	▶ New screen
	▶ Delete screen
	▶ Change screen
Files	▶ Add file
	▶ Delete file
	▶ Change file
Data types	▶ Datatype new
	▶ Delete data type
	Change data type
Dynamic elements/ Vector elements	▶ Element new
	Delete element
	Change element
Functions	▶ Function new
	Delete function
	Change function
Menus	Main menu new
	Delete main menu
	Change main menu
	Context menu new
	Delete context menu
	Change context menu
Message Control	At saving changes



Process Control Engine (PCE)	▶ At saving changes
Project	▶ Move project within project tree
Project backup	Creating a project backup with version number.
Reaction matrices	▶ Rema new
	▶ Delete Rema
	▶ Change Rema
Report	▶ New report
	▶ Delete report
	▶ Change report- when saved
Recipe	▶ Recipe new
	▶ Delete recipe
	▶ Change Recipe
	▶ Add variable
	Delete variable
	▶ Change value
Recipegroups	Recipe group new
	 Recipe group delete
	▶ Change Recipe group
	▶ Recipe new
	▶ Change Recipe
	▶ Delete recipe
	▶ Add variable
	Delete variable
	▶ Change value
	▶ Change source
	Change source type
Frames	► Frame new
	Delete frame
	▶ Change frame
Scheduler	At saving changes
Fonts	▶ Font new
	Delete font
	► Change font
Scripts	► Script new



	▶ Delete script
	▶ Change script
Language table	▶ New entry
	▶ Delete entry
	▶ Change entry
Drivers	▶ Driver new
	▶ Delete Driver
	▶ Change Driver
VBA	When saved the changes in the VBA-Editor an entry is generated.
Variables	▶ Variable new
	Delete variable
	▶ Change data point
Interlockings	▶ New interlocking
	▶ Change interlocking
	Delete interlocking
	Variable new
	▶ Delete variable
Time control	▶ Time function new
	Delete time function
	Change time function

6. Export data

The data of the history of changes can be exported as XML or CSV file.

To export data:

- Highlight the desired entries
 (multiple selection is possible using the key combinations Ctrl+left mouse button,
 Shift+left mouse button and Ctrl+a)
- 2. select the desired export form (XML or CSV) in the context menu
- 3. the dialog for selecting where to save the file is opened
- 4. enter a name and confirm by clicking save



Note: The headings of the entries in the exported data are in English.