



ELO packages

Packages – Basics



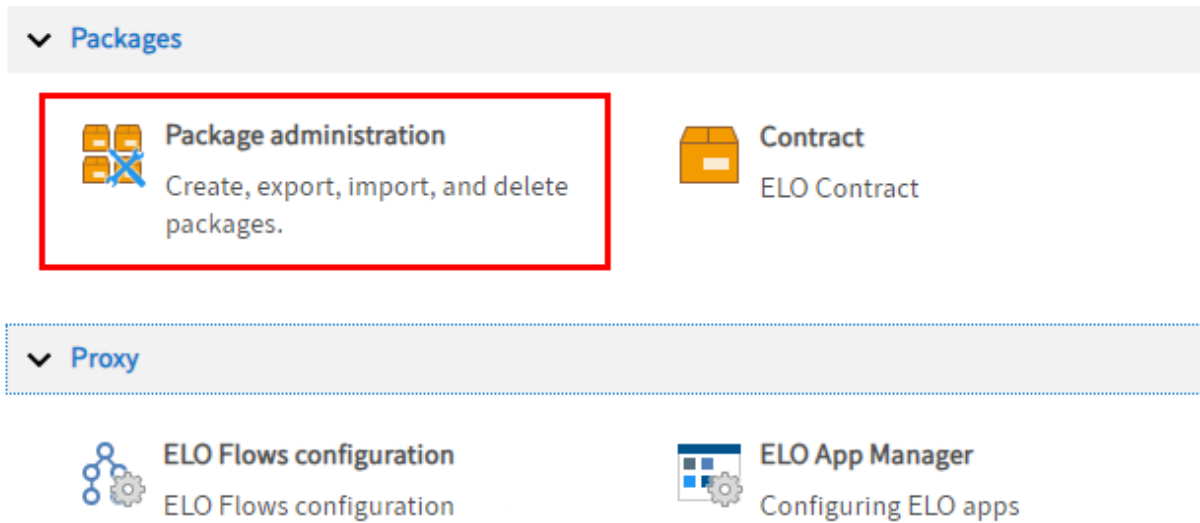
Table of contents

Manage packages	3
Package administration	3
Create package	5
Delete elements	6
Manage levels	8
Levels - General	8
Add a new level	10
Assign content to a new level	12

Manage packages

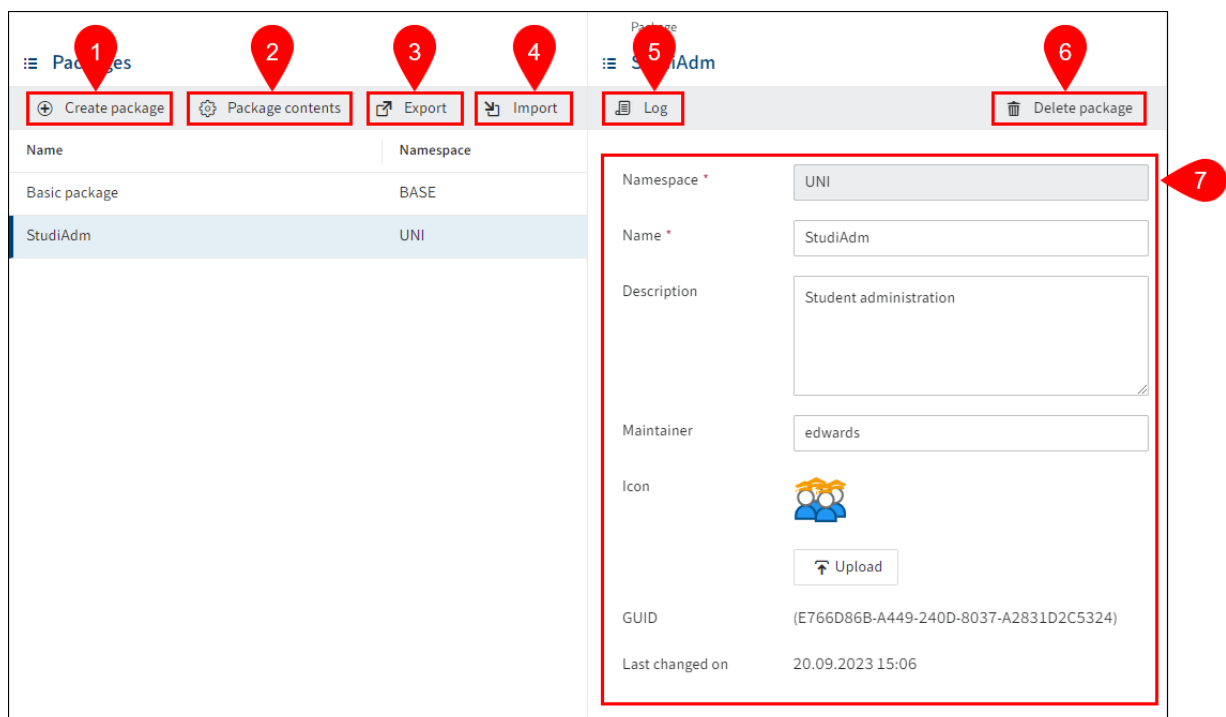
Package administration

1. Open the ELO Administration Console.



2. Select *Package administration*.

The package administration screen opens.



The following actions are possible:

- 1 Create package
- 2 Open package contents: Opens an overview of the package. You can edit and add package contents in this overview.
- 3 Export package: Create an export of the package as an ELOPKG file.
- 4 Import package: Import a package into the current system as an ELOPKG file.
- 5 Open log: Shows a log containing the most recent imports and exports (if applicable).
- 6 Delete package
- 7 Edit basic package settings

Basic package settings

Packages have the following basic settings:

- **Namespace:** The namespace of a package. This cannot be changed. The namespace helps differentiate between multiple packages that may have the same name.
- **Name:** Name of the package shown in the package administration area as well as in the *Packages* group of the ELO Administration Console. A maximum of 255 characters are allowed.
- **Description:** Description of the package shown in the in the *Packages* group of the ELO Administration Console.
- **Maintainer:** The user maintaining the package. A maximum of 255 characters are allowed.
- **Icon:** Package icon. Can be replaced with a different icon in SVG format by clicking *Upload*.
- **GUID:** Shows the GUID of the package in the ELO system. Assigned automatically.
- **Last changed on:** Shows the date the package was changed. Updated automatically.

Create package

1. In the package administration menu, select *Create package*.

The screenshot shows the 'Create package' form in the ELO Administration Console. The interface is split into two main sections: a left sidebar for package management and a main configuration area for the selected package.

Left Sidebar (Packages):

- Header: Packages
- Actions: Create package, Package contents, Export, Import, Log, Delete package
- Table:

Name	Namespace
NEW_PACKAGE	CUSTOM
Basic package	BASE
StudiAdm	UNI

Main Configuration Area (Package NEW_PACKAGE):

- Namespace *: CUSTOM
- Name *: NEW_PACKAGE
- Description: (Empty text area)
- Maintainer: (Empty text field)
- Icon: (Default orange box icon, with an Upload button below it)
- GUID: (D382FE0B-966B-6B8B-F250-86BF5E0378B1)

At the bottom of the form, a message states: "The package has been changed." Below this message are two buttons: "Save package" and "Cancel".

The configuration area for the package opens.

2. Under *Namespace*, enter a namespace that is as unique as possible.
3. Under *Name*, enter a name for the package.

Option 1: If necessary, complete the *Description* and *Maintainer* fields.

Option 2: Change the icon for the package if necessary.

4. Save the package with *Save package*.

The package is created and is now available in the menu area of the ELO Administration Console and in the package administration area. You can now create aspects and fields, for example.

Delete elements

Elements such as packages, metadata forms, aspects, aspect mappings, and fields are deleted in a similar way. This method is explained below based on an example.

Please note


Elements can only be deleted if they haven't been used in the repository yet.

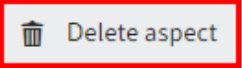
If there are entries in ELO using elements from a package, neither the package, nor the metadata form or its aspects can be deleted.

These entries have to be removed permanently first before the elements used can be deleted.

1. Open the package containing the element.
2. Select the element you want to delete.

Aspect

 COURSE_BASE_DATA

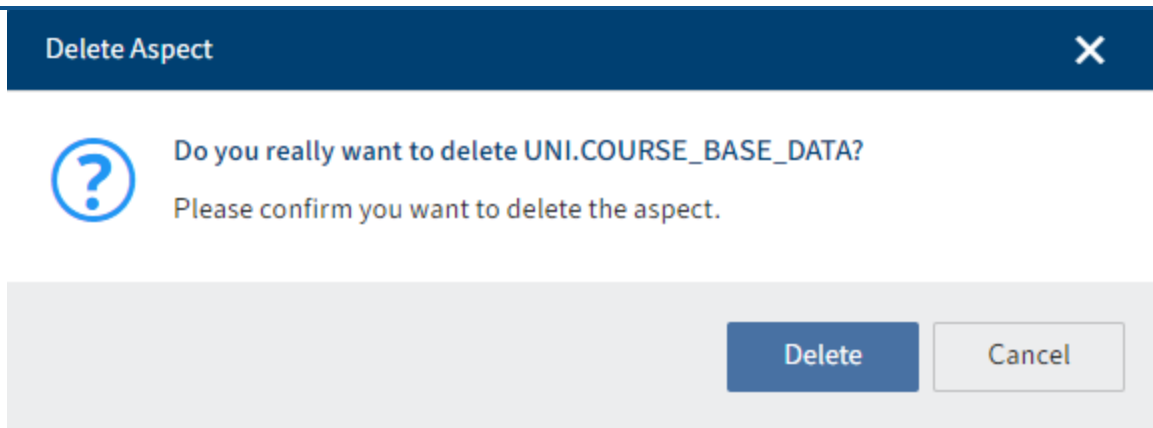
 Delete aspect

▼ Overview

Identifier *	COURSE_BASE_DATA	
Name	EN Basic data	Edit translation

The corresponding area opens.

3. Select *Delete <element>* (recycle bin icon).



A prompt dialog box opens.

4. Confirm with *Delete*.

The element is deleted.

Manage levels

Levels - General

ELO Digital Office GmbH plans on delivering base packages for *packages with metadata and forms gen. 2* in the future. The base package contains standardized package elements. You can customize this base standard and expand it with additional levels. Specific inheritance strategies in the base packages allow ELO to install updates easily.

Levels are a concept for configuring modifications, e.g. between test systems/production systems or for customer-specific topics. The respective levels are always created in a specified *package*.

The screenshot shows the 'Package overview' interface for '500 Level: Maple Street branch'. The interface is divided into a left sidebar with a category list, a main content area with a table of levels, and a right sidebar with a 'Custom (500) Maple Street branch' level and an 'Add level' button.

Level	Basic (100)	Custom (500) Maple Street branch
Metadata forms	Metadata forms (8)	
Aspects	Aspects (13)	
Groups	Groups (1)	
Keyword lists	Keyword lists (11)	
Entry types	Entry types (5)	
Workspace types	Workspace types (2)	
Teamspace templates	Teamspace te... (1)	
Font colors	Font colors (2)	

⊕ Add level

Example

A partner uses a custom level in an ELO solution package to make a series of modifications for a customer. If there is an update for the ELO solution, it can be installed without difficulty because the ELO export package only contains the base level and only replaces this when imported. The custom level remains untouched in the customer system along with all custom modifications.

Level structure

Each package has a *Basic* level with standard ELO elements. You can also add more levels and customize them.

The respective levels are executed hierarchically. The levels are assigned integer values which determine their position in the hierarchy.

Configuration

The highest associated level available is always used for a configuration.

To allow you to overwrite the configurations as required, these must be split up into suitable objects. This applies especially to configurations in the *Config service*, e.g. the views of *forms* or the configurations of *workspaces*.

There are initially no plans to allow for the overwriting of individual configurations in data managed by the ELO Indexserver. Only additional complete objects can be added on higher levels here (*metadata forms, aspects, font colors, users...*). The inheritance function provides an option for modifying metadata forms.

Example

In contract management, there is a setting for when a user should be notified of an upcoming automatic extension of a rental contract with a set duration (e.g. cell phone contract). The default setting (*Basic (100)*) is 30 days.

For a customer with slower business processes, the partner can set a value of 60 days in the *Custom (500)* level.

When the system later creates the scheduled notifications, it sees the value 60 since it is in the higher level, and the customer-side user receives the notification 60 days before the extension of the contract.

Add a new level

1. Open a *package* in which you would like to adjust the levels.

Namespace: UNI

StudiaAdm < Package overview

100 Level: Basic Export package Log

	Level	Basic (100)
Metadata forms		Metadata forms (8)
Aspects		Aspects (13)
Groups		Groups (1)
Keyword lists		Keyword lists (11)
Entry types		Entry types (5)
Workspace types		Workspace types (1)
Teamspace templates		Teamspace te... (1)

+ Add level

2. Select *Add level*.

Add level ×

Level Custom (500) v

Name * Custom

Save Cancel

The configuration area for the level opens.

- 3.

In the *Level* drop-down menu, select a level.

4. Enter a name for the new level in the *Name* field.

Information

The following restrictions apply:

- Maximum 255 characters
- All Unicode characters, with the exception of the Pilcrow character (¶)

5. Confirm your changes with *Save*.

Example

For *XYZ Inc.*, create a custom level (level 500) named "XYZ" in the *ELOinvoice* package.

The following levels are currently planned:

Name	Level	Examples
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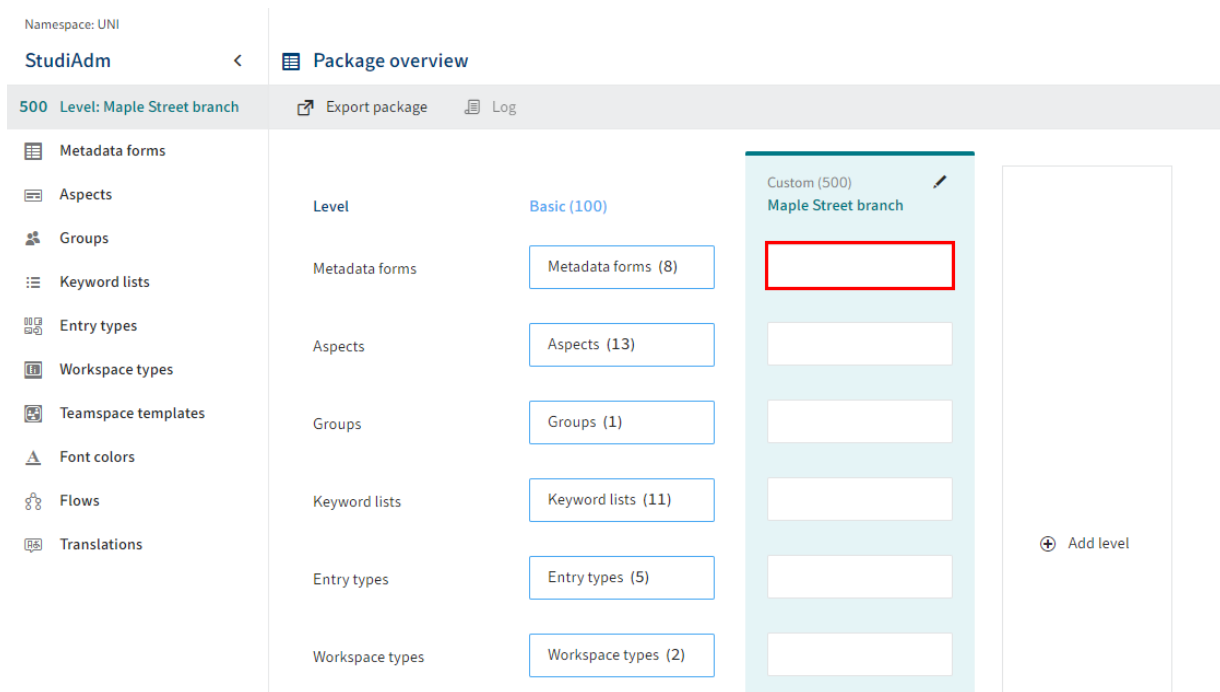
Base	100	ELO standard metadata forms; ELOinvoice solution
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Custom	500	XYZ
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Staging	900	Paths in the test system; paths in the production system
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Assign content to a new level

1. Select the level you want to edit.



2. To add contents to a level, select a field in the level.

Alternative: Select the desired menu item in the menu bar.

The selected menu item appears. You can generate new contents (e.g. add metadata forms).

Please note

All contents of a level that are created are immediately available. A release process is not required.

You can find more information about creating contents in the corresponding documentation for the menu items:

- Metadata forms
- Aspects
- Groups
- Keyword lists
- Entry types
- Workspace types
- Teamspace templates
- Font colors
- Flows
-

Translations



Specifics

Note the specifics described below.

Workspace types

Unlike the other menu items, you do not only have the option to create new elements for workspace types at levels. You can also modify workspaces from lower levels at higher levels. This enables you to create different variations of a workspace type.

To distinguish between the different variations, icons are used at levels higher than *Basic (100)* to indicate the status at the currently selected level. The following variations are possible.

Namespace: UNI	
StudiAdm <	Workspace types
500 Level: Maple Street branch	+ New workspace type
Metadata forms	Level 500
Aspects	Classes 
Groups	Student administration 
Keyword lists	Unchanged from other levels
Entry types	Instructors 100
Workspace types	
Teamspace templates	

- Level icon with green triangle: The workspace type was created at the currently selected level.
- Level icon with blue circle: The workspace type was created at a lower level and edited at the current level.
- <Numerical value>: If the workspace type is followed by a numerical value (e.g. *100*), the workspace type/variation was created at the respective level and was not edited at the currently selected level.

ELO Flows

The level model is not currently applicable in ELO Flows. All flows in a package are available at all levels. Changes to a flow affect all levels.