

Talis LMS
Housekeeping requirements for System Managers

The purpose of this document is to act as a guide to the various System Manager tasks and utility scripts needed to ensure the operability of your LMS. The tasks have been segmented into 4 sections - Critical, Important, Recommended and Optional and the frequency of these actions has also been included.

Please note that this list is not definitive as your requirements may change as your system develops, but is meant for guidance only.

	Job	Purpose	Run As	Cron?	Frequency	Output	Notes
Critical							
	dump2disk	Backup the prod_talis database	ops	Y	Daily	/var/tmp/dump2disk.rep.[DD MMhhmmss]	
	trandump	Secure database translog to disk	ops	Y	Typically hourly	/var/tmp/trandump.log.[DD].[HH].[MM]	
	update_stats	Correct database table statistics to improve performance	ops	Y	Weekly	None. Suggest re-direct to /var/tmp/update_stats.log	
Important							
	archive_daemon_reports	Rename daemon report files, start daemons	ops	Y	Each Morning	None. Suggest re-direct to /var/tmp	
	checkalloc	Check database page allocation	ops	Y	Weekly	/var/tmp/checkalloc.log	Not required if checkstorage used.
	dae_term work_exp_dae	Terminates work exporter daemon	ops	Y	Nightly	log, rep and err files in /usr/opt/blcmp/talis/reports	
	fun_totals.pl	Normalises fund data.	talis	Y	Weekly	None. Suggest re-direct to /var/tmp	Requires parameter file.
	orr_ack_imp.pl	Imports EDI acknowledgements from suppliers	talis		Nightly		
	sup_totals.pl	Normalises supplier data.	talis	Y	Weekly	None. Suggest re-direct to /var/tmp	Requires parameter file.
	update_daily_access_points	Update OPAC with new or changed records	ops	Y	Nightly	/usr/opt/blcmp/talis/reports/access_points_dae.log	Common to all versions of OPAC.
	res_add_items	Set reservation flags for new items			Weekly	/scratch	
	res_item_rotate.pl	Circulates requests for not on loan items to satisfy reservations	talis	Y	Each morning		Only required if running the item rotate functionality
	wel_update.pl	Updates the talis_aggregates database with the combined number of issues and renewals for a particular week of a year	talis	Y	At least weekly		Only required if running Talis Decisions and only run on the MIS server
	itu_update_wku.pl	Generates rows in the WORK_UPDATE table for works whose items have been updated	talis	Y	Nightly		
	checkstorage	Database consistency checker	ops	Y	Weekly		

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Recommended							
clear_logs	Rotate system logs	root	Y	Weekly			Disabled on hardened systems. Use logrotate instead.
itu_compress.pl	Drops out of date rows from ITEM_UPDATE	talis	Y	Weekly			Recommended.
resupdate.pl				Nightly			
wku_compress.pl	Drops out of date rows from WORK_UPDATE	talis	Y	Weekly			Recommended.
work_logdelete.pl	Suppresses Works which satisfy certain criteria from OPAC	talis	Y	Nightly			Only required if using Prism
Optional							
auto_access_points	Rebuild the OPAC	ops	Y	As required	/scratch/access_points.repor t		Affects all versions of OPAC.
borr_anon_delete.pl	Erases personal details of borrowers not considered active, while retaining statistical information relating to them and database integrity	talis	Y	As required	/usr/opt/blcmp/data/utlis		
borr_import	Import borrower data (e.g. from student registry)			As required			Primarily for academic libraries. Requires import parameter set-up. Liase with Talis.
dae_term ord_exp_dae	Terminates order exporter daemon	ops	Y	Nightly	log, rep and err files in /usr/opt/blcmp/talis/reports		Needed if running EDI
dae_term work_merge_dae	Terminates work_merge daemon	ops	Y	Nightly	log, rep and err files in /usr/opt/blcmp/talis/reports		Needed if running authority control
drop_user	Remove user to database in Alto	talis	N	As required	Seek advice from Talis.		
lo_compress.pl	Compress the LOAN table	talis	Y	As required			Liase with Talis before running.
loc_add_insert	Adds or edits address of location to database		N	Once for each library			
manage_collection	To create/edit multiple catalogues			As required			May require assistance from Talis
ill_art_intray.pl	Processes ARTEmail Replies Intray message files received from the BLDSC	ill	Y				
orr_import.pl	Enables orders generated by book suppliers to be imported into Talis	talis	Y				Should be scheduled when online Talis is not running
unlocker	Free locked cataloguing records	ops	Y	Nightly	None.		
findlock	Looks for locked records on the database	talis		As required			
wrk_rbn_exp.pl	Creates ctrl no file for regional bureau adds and dels	talis		Periodically			

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Useful commands

df-k	Checks filesystem space	any user	N	Daily	None.	
crontab -e	To make changes to the cron	root		As required		
vi	Text editor			As required		
shutdown -g120 -y -i0	Powers the system down	root	Y	As required		the -g120 gives a 120 second warning
top5	Advises of tables with most data rows and of database capacity. This info is in full_dbdump.log	ops	N	As required	None. Suggest re-direct to /var/tmp	Info is reported in full_dbdump output.