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# **ATIS 1.4 and Web ATIS 2.0 Quick Reference Administrator's Guide**



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## Record Of Changes

Date	Initials	Section	Change(s)
26 Feb 2007	PJW		Created Document
28 Feb 2007	RLW		Modified Section 6 and Title Page
6 Mar 2007	PJW		Added Sections 7,8 and 9
11 Jul 2008	PJW		Added Appendix A as provided by Shaun Carney
24 Oct 2008	PJW	Section 3, 4 and 8	Made changes as requested by the fleet.
12 Jul 2010	PJW	Section 6 & 7	Added Sections 6.4, 6.5 and Appendix B. Made changes to Section 7

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**Note:** This document is intended to be a quick reference guide. For further ATIS 1.4 and Web ATIS 2.0 system maintenance details, please refer to the complete System Administrators Manual for both of these applications.

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## **Section 1. Adding and Deleting Users.**

1. Log into ATIS as an administrator.
2. When the ATIS Main Menu appears, select Utilities/Security Administration.
3. When the Security Administration Menu appears, select Administration Options / User Administration.
4. Click Actions/Add User Accounts or the button with the red plus sign. Create an administrator or user account. There are password rules; they are defined in the SAM. Enter a password twice, select Administrator, Special Operator or Operator as the Access Code, and uncheck the “User must change password at next logon” box if you do not want to change the password at next logon. Click the add button when finished.
5. Click OK when the ATIS message box confirms the account is added.
6. Close the Security Window.

## **Section 2. Database Security.**

### **Section 2.1 Securing Database**

1. Select Database Security from the Security Administration menu. The ATIS Database Security window appears.
2. Select the database to be secured.
3. Click the Secure Database button. A message appears confirming the database has been secured.
4. Click OK.

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**Note:** The Auditdb database is not normally secured. Once it is secured it can not be unsecured.

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### **Section 2.2 Un-Securing Database**

1. Select Database Security from the Security Administration menu. The ATIS Database Security window appears.
2. Select the database to be unsecured.

3. Click the Unsecure Database button. A message appears confirming the database has been unsecured.
4. Click OK.

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**Note:** The ADMIN, CONN and AUDITDB can not be unsecured.

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## **Section 3. RAID Manger (Uploading New CDs)**

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Note: NSDSA's GENITP CD does not get loaded on to the RAID using RAID Manager

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1. Execute RAID Manager from Program Files or the desktop if ICON is available.
2. Insert CD into the reader.
3. On the main window, click on the Update Drive List button to re-scan all available drives.
4. To select a drive or multiple drives, click in the check box adjacent to the desired drive letter(s).
5. Click the **Upload** button to begin the upload process.
6. The Scanning Drive window will appear and begin scanning the first CD for files.

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Note: The root directory on the NIAPS server is always G:\CDROM\.

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## **Section 4. Importing Engineering Drawings.**

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Note: ED CD's should start with a B or L

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### **Section 4.1 Raster Scan Drawings**

1. Ensure CD's are uploaded to the system via Raid Manager, see Section 3.
2. Log into ATIS as an administrator.
3. Click Utilities in the ATIS main menu.
4. Click Raster ED in the drop-down menu.
5. Click Import in the Engineering Data Utilities window.
6. Click Jukebox in the drop-down menu. The Engineering Drawing Jukebox Import dialog box appears.
7. Select CD volumes to be imported from the Available Volumes list box, and click select. Volumes must be selected one at a time.
8. Click Import. A confirmation message appears when the process is complete.

## **Section 4.2 IED**

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Note: IED CD's should be noted as either an IED or PDF files.

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1. Log into ATIS as an administrator.
2. Click Utilities in the ATIS main menu.
3. Click Interactive ED in the drop-down menu. The Interactive Engineering Drawing Utilities window appears.
4. Click Import.
5. Click Jukebox in the drop-down menu. The Interactive Engineering Drawing Jukebox Import dialog box appears.
6. Click the appropriate volumes from the Available Volumes list and click Select. Your selections appear in the Selected Volumes list. Click Deselect to remove a Volume ID from the Selected Volumes list.
7. Click Import.

## **Section 5. SDI Import.**

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Note: SDI update is done after import of ED CD's.

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### **Section 5.1 Importing ESWBS**

1. Log into ATIS as an administrator.
2. Click Utilities in the ATIS main menu.
3. Click SDI Import in the drop-down menu. The Ship's Drawing Index Utilities window appears.
4. Click Import Options.
5. Click ESWBS Import in the drop-down menu. The Select Import File dialog box appears. Select the appropriate ESWBS file to import.
6. Click Open. A confirmation message appears when the process is complete.

### **Section 5.2 Importing SDI**

1. Log into ATIS as an administrator.
2. Click Utilities in the ATIS main menu.
3. Click SDI Import in the drop-down menu. The Ship's Drawing Index Utilities window appears.
4. Click Import Options.

5. Click SDI Import in the drop-down menu. The Select Import File dialog box appears.
6. Select the appropriate SDI file to import.
7. Click Open. A confirmation message appears when the process is complete.
8. Click Import Options and select the Update Titles from the drop down menu.

## **Section 5.3      Updating Titles in the ED Database.**

1. Log into ATIS as an administrator.
2. Click Utilities in the ATIS main menu.
3. Click SDI Import in the drop-down menu. The Ship's Drawing Index Utilities window appears.
4. Click Update Titles.
5. Exit Utility.

## **Section 6.      Technical Manual Support.**

### **Section 6.1      Importing a GenITP**

1. Log into ATIS as an administrator.
2. Navigate to Utilities – Generic ITP Utilities
3. Select Load Generic ITP Database, then choose Load from CD-ROM Drive
4. Select the CD-ROM drive, local to the computer.

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**Note:** If ATIS is being run on the network, this process must be done at the server level.

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5. A list of available classes will be displayed. Select the appropriate class. Click Load.
6. A status window will be displayed. Please wait.
7. At the Pop-Up Screen “The DB should be updated for previously imported Tech Manuals. Would you like to do that at this time?” Choose Yes.
8. Click Ok acknowledging the completion message.
9. Choose yes to the “Would you like to deselect class/hulls at this time”. Click Yes
10. Select your Hull, making sure only your Hull is selected and click Update

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**Note:** At this point all of the data CD's should have been loaded into the CDROM folder on the server.

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11. Click “File\Exit” from the tool bar.
12. Click “File\Exit” from the Main 32-Bit ATIS Menu

## **Section 6.2      Importing a Raster Technical Manual**

1. From the main menu Select “Utilities\Raster TM”
2. At the pop up window select “Import”
3. Select “Using CD import list.”
4. Click “Select All” this will select all of the CD’s that are currently loaded in the CDRom Folder).
5. Click “Import”
6. Click Import/Collate at the list of individual Tech Manuals.
7. Once the import is completed you are back at the Technical Manual Utility screen, click “File\Exit”
8. Click “File\Exit” from the Main 32-Bit ATIS Menu

## **Section 6.3      Importing an Electronic Technical Manual**

1. From the main menu Select “Utilities\Intelligent TM”
2. At the pop up window select “Import”
3. Select “Using CD import list.”
4. Click “Select All” (this will select all of the CD’s that are currently loaded in the CDRom Folder)
5. Click “Import”
6. Once the import is completed you are back at the Technical Manual Utility screen, click “File\Exit”
7. Click “File\Exit” from the Main 32-Bit ATIS Menu.

## **Section 6.4      Creating a Listing of all Tech Manuals in ATIS**

1. From the ATIS menu Select “Configuration Data”.
2. Select “Generic Index of Technical Publication (GenITP)”.
3. Select “Pub ID and Title Search”.
4. Click the “Select All” Button.
5. Click the “TM Report” Button
6. When the hour glass disappears navigate to e:\atis32\atisurn
7. Find the “FOUO\_All\_TMs\_Audit\_Report\_date\_time.xls” file. (This will provide a listing of what TM’s are currently loaded into ATIS.

## **Section 6.5      Creating an Audit Listing of all Tech Manuals that the Fleet Unit Should Have.**

1. From the ATIS Menu select “Configuration Data”.
2. Select “Generic Index of Technical Publication (GenITP)”.
3. Select “Pub ID and Title Search”.

4. Click the “Select All” Button.
5. Click the “GenITP Report” Button
6. When the hour glass disappears navigate to e:\atis32\atisurn
7. Find the “FOUO\_Hull\_Name\_GenITP\_Audit\_Report\_date\_time.xls” file. (This will provide a listing of Every TM that the fleet unit should have, ie what is Imported, what is not Imported what is Paper and what needs to be updated).

## Section 7 OMMS-NG/ATIS Interface.

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**Note:** OMMS has a one-way Interface with ATIS. While in OMMS it can link to TM's or ED's. ATIS cannot link to OMMS-NG. Link will only work if the user is a valid ATIS User.

**Note:** You will need to complete the below steps every time that either the TM or ED database is updated. Only the databases that were updated will needs to be pulled into OMMS-NG.

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### Section 7.1 Creating OUTTML File

1. Select “Utilities\Raster TM”
2. At the pop-up window select “Collate”
3. Select “Using Generic ITP”.

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**Note:** The OUTTML.txt will be dumped into the E:\ATIS32\sqlbase\tmlist directory

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### Section 7.2 Creating OUTEDL File

1. Select “Utilities\Raster ED”
2. At the pop-up window select “Advanced Utilities”.
3. Select “Build TLMS File”.
4. Once selected a pop-up will appear to select a location and file name: keep the default file name of “OUTEDL.txt” and change the location to E:\ATIS32\SQLBASE\EDLIST. This is the location that the OMMS-NG help file will have the 3MC look for it in.

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**Note:** Once the out files are created the 3MC will need to pull them into OMMS-NG. Procedures for this process can be found in the OMMS-NG help file under the topic of ATIS Download. Files can be e-mailed to the 3MC for easy access.

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## **Section 8 Database Convert Utility (Updating Web ATIS).**

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**Note:** This utility needs to be run whenever a database has been changed/modified in ATIS 1.4, and Web ATIS 2.0 is running on the server.

**Note:** Prior to running this utility databases for ATIS 1.4 must be unsecured. See Section 2.2

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1. Execute the Dbutil.exe by navigating to E:\atis32\atisrun\dbutility directory on the NIAPS server.
2. Execute the dbutility.exe
3. Highlight the databases that have been changed and click Add or click the Add All button. The database will appear in the right hand column of the window.
4. Check the Overwrite Existing Databases checkbox, and click Copy.
5. At the Warning Screen Click Yes.
6. Click the Exit Button when conversion is completed.

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**Note:** Upon completion of this utility databases for ATIS 1.4 must be secured. See Section 2.1

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## **Section 9 Adding Users for Web ATIS Access.**

If a Domain user requires access to Web ATIS the user's name must be added to the ATIS User Group on the Domain. Other Groups cannot be added to the ATIS User Group. Users are added to groups by using Active Directory on the Domain Controller. Please refer to the Compose Administration Guide/Manual for instructions on how to add users to a Group.

## Appendix A. Common WebATIS 2.0 Issues.

### IED/IETM Display ActiveX control not installed:

Causes:            Ridactivex.ocx is missing from the atisrun\activex folder.  
                     Ridactivex .ocx is corrupted.

Solution:

- Install/repair the WebATIS Client.

### User is not a member of a valid ATIS user group:

Causes:

- Groups not set up/set up properly
- Permissions not properly assigned to user accounts
- NIAPS\_CFS account password expired
- NIAPS\_CFS account not a domain account
- NIAPS\_CFS account in CFMX services was selected by browsing to the AD (ex: niaps\_cfs@cg62.navy.mil)

Solution:

- Check that ATIS user groups exist on the domain
- Verify ATIS groups are populated
- Verify no nested groups in the domain groups
- Check that ATIS groups exist on the NIAPS server
- Add domain ATIS groups to local groups on NIAPS server
- Verify ATIS groups have read/write access to CFIDE location.
- Make sure the NIAPS\_CFS password has not expired
- Verify that the NIAPS\_CFS account is a domain admin acct and local admin.
- Verify DSNs in Administrative Tools point to appropriate databases
- Verify spelling of DSNs in Admin Tools and CFAdmin
- If System DSNs must be recreated, you must recreate the CFMX ODBC connections as well.
- Verify that the user can connect to the database in CFAdmin (CFMX must have permission to access SQLServer)

- Manually edit the NIAPS\_CFS account in CF services to the following format: domain\niaps\_cfs (ex: cg62\niaps\_cfs).
- Create a test user account and try to access ATIS
- Delete and recreate user account
- Last Resort: add user to domain admin group, have user sign into WebATIS, and remove from domain admin group after replication

### **Getting user sign-in dialog box when accessing WebATIS:**

Causes:

- Browser not passing user authentication to the server

Solution:

- From a browser window, select Tools / Internet Options... Select the Security tab, click Custom Level..., and scroll to the bottom. Click the radio button that says, "Automatic logon with current username and password." Click OK.

### **User receives 401.2 - Unauthorized; Access is denied due to server configuration**

Causes:

- User is trying to access the NIAPS server via the proxy server. WebATIS uses Integrated Authentication. Access via a proxy server can make the request anonymous.

Solution:

- Verify that the NIAPS server is in the proxy server exception listing in IE. Specifically, IE/Tools/Internet Options/Connections/LAN Settings/Advanced/Exceptions

**"An error has occurred while setting CGI variables. ATIS will not function without this information. Contact your system administrator to restart Web services."**

Causes:

- IIS is set to include Anonymous Authentication. Web ATIS uses Integrated Authentication

Solution:

- Enable Integrated Authentication and disable Anonymous Authentication in IIS.

### **Lost ColdFusion Administrator Password:**

Causes:

- Password Lost/Forgotten

Solution:

- Delete (rename)  
x:\cfusionmx\lib\password.properties
- Restart ColdFusion Service
- Password will be reset to default (admin)
- Enter CF Administrator
- Remove the RDS password under the Security Tab
- Change the CF admin password under the Security Tab. Set this to Fun4all!

### **User gets “Page Cannot Be Displayed” or “File Not Found” Error when attempting to display the default WebATIS page:**

Causes:

- CFMX Services are running without local admin permissions

Solution:

- Add the NIAPS\_CFS account to the local Administrators group on the NIAPS server.
- Restart CF and IIS services.

### **Microsoft Index Server does not recognize certain known file types (e.g. .rtf):**

Causes:

- iFilters not installed

Solution:

- Download iFilters as needed and install.
- Possible download sites:
  - <http://www.microsoft.com/downloads/details.aspx?FamilyId=60C92A37-719C-4077-B5C6-CAC34F4227CC&displaylang=en>
  - <http://www.adobe.com/support/downloads/detail.jsp?ftpID=2611>

- <http://www.ifilter.org/Links.htm>

**Members of ATIS User group cannot be authenticated:**

Causes:

- ATIS User group does not have read/write permissions on the CFIDE folder.

Solutions:

- All users must have read and write permissions on the CFIDE folder. Give both ATIS groups read/write permissions.

## Appendix B. Loading the WebATIS 2.0 Client

There are two ways to install the Web ATIS client on the workstations. Follow the instructions below for the way that meets your needs.

### Section B.1 Loading the WebATIS Client on Individual Workstations.

Before beginning you will need to create two mappings.

- Map J: to [\\DDG51USV01\ATIS32](#)
- Map K: to [\\DDG51USV01\CDROM](#)

1. Go to "DC1\client\apps\niaps\atis" click on the "atis20client.msi" file
2. Begin by clicking Next on the "Welcome" window.
3. The Destination window will be displayed, allowing the administrator to select the drive letter to which files will be installed.
4. Click Next to continue.
5. NOTE: If an existing version of the Interfac files is found, the drive letter of the existing installation should be selected.
6. The Components window will be displayed, showing which Web ATIS components are to be installed. Ensure Interfac and ensure Internet Explorer is selected.
7. Click Next to continue.
8. The "IETM and IED Directories" Click Next to continue, (make sure the location is set to drive J:\ {ie J:\ietm for ietmdir and so forth})
9. If these file folders have not been created, it may prompt the admin to create them. Click Yes if this window appears.
10. The "ATIS Information" window is displayed, allowing the administrator to set the Web address of the Web ATIS application, e.g., <http://web.server.address.com/ATIS>. The address typed here is written into the INTERFAC.INI file. Type your address into the ATIS Server field. Click Next to continue. (i.e. <https://ssn774UOPSV1/ATIS>)
11. The "RAID Information" window is displayed, allowing the administrator to set the RAID directory for the ATIS CDs. Typically; this will be a mapped drive, (K:). Click Next to continue.
12. Click Next to continue.
13. The Setup Status window is displayed, indicating the level of completion.
14. The Installation Completed window is displayed. Click Finish.

## **Section B.2      Pushing the WebATIS Client to all Workstations on the network.**

If the Web ATIS client needs to be pushed to all workstations on the network please refer to section 6 of the NIAPS install document.