

# CA Dataquery™ for CA Datacom®

Associate User Guide  
Version 14.02



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## CA Technologies Product References

This document references the following CA products:

- CA Datacom®/DB
- CA Dataquery™ for CA Datacom® (CA Dataquery)

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# Chapter 1: Understanding CA Dataquery

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This guide provides information needed by the associate user to operate CA Dataquery in SQL Mode or DQL Mode.

CA Dataquery is a tool that accesses the most current information in a CA Datacom/DB database. CA Dataquery not only retrieves the data, it also provides options for manipulating it, formatting it, saving it, and passing it to other users and other products.

## Database Storage

A database can contain all kinds of information arranged in tables. Think of a drawer in a file cabinet as being like a table in a company's database. The data in the file folder is the same as the data in one row of a database table.

In the following examples, the personnel information is in the Personnel table, with each row representing one employee. The table is made up of vertical *columns* and horizontal *rows* for storing data.

The data stored at an intersection of a column and row is a *value*. For instance, there is a Last Name value, a First Name value, a Department value and a Social Security Number value for each row of the small table shown below. Notice that, to form the columns that make up the table, each row must have the columns arranged in the same order.

LAST-NAME	FIRST-NAME	DEPT	SOCIAL-SECURITY
Wilson	James	ACCT	123456789
Thomas	Arlene	ADMIN	987654321
Victor	Robert	MGMT	234567890
Smith	John	SALES	098765432

A *query* tells CA Dataquery the name of the table and the names of the columns that have the information you want in a report.

## Querying the Database

If you need to print a current list of your company's employees and their social security numbers, you can select a query to find the information in the database. Each item is kept in the PERSONNEL table. The names and social security numbers are stored on the database with other information, arranged by category.

### SQL Example

You can retrieve the data you want and format it on the terminal screen or print it on a printer. The query that performs these tasks for you might look like this in SQL Mode:

```
SELECT LAST_NAME, FIRST_NAME, SOCIAL_SECURITY  
FROM PERSONNEL  
ORDER BY LAST_NAME
```

SELECT, FROM and ORDER BY are SQL keywords. SELECT tells CA Dataquery what kind of data to find and print. FROM tells the name of the table to search and ORDER BY sorts the rows alphabetically by name. Other keywords are available for creating more complex queries.

### DQL Example

This is how the query looks in DQL Mode:

```
FIND ALL PERSONNEL ROWS  
SORT BY LAST-NAME  
PRINT LAST-NAME  
FIRST-NAME  
SOCIAL-SECURITY
```

FIND, SORT and PRINT are DQL keywords. FIND tells which database table to read and SORT arranges the rows alphabetically by name. PRINT specifies which values to display in columns on the report. Other words are available for qualifying the retrieved data, making calculations with it, and controlling how it appears in your report.



## Results

Here is how the report from either query looks:

LAST-NAME	FIRST-NAME	SOCIAL-SECURITY
-----	-----	-----
SMITH	JOHN	098765432
THOMAS	ARLENE	987654321
VICTOR	ROBERT	234567890
WILSON	JAMES	123456789

CA Dataquery provides a wide variety of common reporting capabilities, within the query and also within the reporting functions that present the query output. For instance, a query can sort the information by state, city, zip code, or any category that seems logical. Another query can retrieve only data for a certain state or city. You can use PF keys and online panels to rearrange the report columns or display the rows one at a time. A query can even include data from additional database tables.



# Chapter 2: Understanding Your Tasks

---

As an associate user, you are responsible for executing prepared queries or dialogs to produce reports and business charts. With appropriate authorizations, you can perform these tasks:

## **Display any associate user panel.**

- Press the appropriate PF key.

## **Produce a report.**

The tasks are:

- Select a query for execution.
- Specify execution method: online or batch.  
(*Batch requires authorization.*)
- Choose report specifications.
- Supply dialog variables if prompted.
- Supply batch execution variables if prompted.  
(*Some batch specifications require additional authorization.*)

## **View a report on screen.**

The options are:

- Scroll results on screen.
- Change totals display on numeric report.  
(*Query must specify totals.*)
- Change report format using WRAP, NOWRAP.

## **Access your User Profile panel.**

(*System options may not permit use by associate users.*) The options are:

- Change default language.
- Change modes between DQL Mode and SQL Mode.  
(*Requires CA Datacom/DB SQL option installation and administrative authorization.*)
- Change display options.
- Change print options.



# Chapter 3: Signing On and Off

---

CA Dataquery procedures for signing on and signing off are often site-specific. Because CA Dataquery is so flexible, programs can be written at your company which might affect the way you access and exit CA Dataquery.

## CA Dataquery Signon Options

These are the CA Dataquery signon options:

- The standard signon procedure.
- Site-specific signon procedure.

If your site uses the standard procedure, follow these steps:

1. Get the procedure for displaying the CA Dataquery Signon panel.
2. Get your user ID (and password, if any) for CA Dataquery.
3. Follow instructions on the next pages to:
  - Display the Signon panel.
  - Enter signon information.
  - View the Bulletin Board.
  - Display the Main Menu.
  - Select a CA Dataquery function.

## Site-specific Signons

If your company uses a site-specific signon procedure, see the CA Dataquery Administrator and:

1. Ask for your company's signon procedure.
2. Ask for your company's signoff procedure.
3. Turn to [Viewing the Bulletin Board](#) (see page 18) to read about the first CA Dataquery panel that appears after signing on.

This manual documents only the standard CA Dataquery procedures for signon. For information about other procedures, see your CA Dataquery Administrator.

## Displaying the Signon Panel

Follow these steps to display the CA Dataquery Signon panel.

### Step 1

Establish your session.

### Step 2

Type **DQRY** in the upper-left corner of the cleared screen.

### Step 3

Press Enter.

After you complete the standard signon procedure for your site, the CA Dataquery Signon panel displays (Sample shown following.).

**Note:** If your site does not permit users to change their own passwords, the NEW PASSWORD field does not appear on your Signon panel.

```
=>

          DDDDD  QQQQQ  RRRRRR  YY  YY
        DDDDDDD  QQQQQQQ  RRRRRRR  YY  YY
      DD  DD  QQ  QQ  RR  RR  YY  YY
    DD  DD  QQ  QQ  RR  RR  YY  YY
  DD  DD  QQ  QQ  RRRRRR  YY
DD  DD  QQ Q QQ  RR  RR  YY
DDDDDD  QQQQQQQ  RR  RR  YY
DDDDDD  QQQQQQ  RR  RR  YY
          Q
        CA Dataquery(TM) for CA Datacom(R)

Version: 14.0                Time:                Date:

          Signon: _____
          Password:
          New Password:

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```

## Signing On

### Step 1

Type your user ID in the SIGNON field.

### Step 2

Type your password in the PASSWORD field if one is required.

**Note:** Your site might not display the NEW PASSWORD field.

### Step 3

Press Enter.

CA Dataquery displays the Bulletin Board panel if one is in use at your site, or the Directory of Queries panel.

## Skipping the SIGNON Panel

To skip the CA Dataquery Signon panel when you establish your session follow these steps:

### Step 1

Establish your session.

### Step 2

Clear the screen.

### Step 3

Type **DQRY your-id/your-password** (be sure to include the slash (/) character).

CA Dataquery displays the BULLETIN BOARD panel if one is in use at your site, or the first panel or menu for your authorization level.

## Handling a Duplicate Signon

If your user ID is in use when you try to signon to CA Dataquery, you can continue signing on. The panel that appears is shown following:

```
=>
DQ196E OPERATOR ALREADY SIGNED ON AT TERMINAL: TCC0
ENTER "YES(Y)" TO SIGNOFF THERE AND CONTINUE

          DDDDD      QQQQQ      RRRRRR      YY      YY
        DDDDDDD      QQQQQQQ      RRRRRRR      YY      YY
       DD  DD      QQ  QQ      RR  RR      YY      YY
      DD  DD      QQ  QQ      RR  RR      YY      YY
     DD  DD      QQ  QQ      RRRRRR      YY
    DD  DD      QQ Q QQ      RR  RR      YY
   DDDDDDD      QQQQQQQ      RR  RR      YY
  DDDDD      QQQQQ      RR  RR      YY
                Q
          CA Dataquery(TM) for CA Datacom(R)

Version: 14                      Time:                      Date:

                      Signon: _____
                      Password:
                      New Password:

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```

To sign off at the other terminal and use your user ID, follow these steps:

### Step 1

Enter **Y** on the command line.

### Step 2

Press Enter.



CA Dataquery displays the following panel if you exit without terminating the duplicate signon.

```
=>
DQ198I - DATAQUERY SESSION NOT ESTABLISHED

      DDDDD      QQQQQ      RRRRRR      YY      YY
    DDDDDDD      QQQQQQ      RRRRRRR      YY      YY
      DD      DD      QQ      QQ      RR      RR      YY      YY
    DD      DD      QQ      QQ      RR      RR      YY      YY
      DD      DD      QQ      QQ      RRRRRR      YY
    DD      DD      QQ      Q      QQ      RR      RR      YY
  DDDDDDD      QQQQQQ      RR      RR      YY
  DDDDD      QQQQQ      RR      RR      YY
      Q
    CA Dataquery(TM) for CA Datacom(R)

Version: 14                      Time:                      Date:

      Signon: _____
      Password:
      New Password:

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```

## Canceling Signon

If you decide during the signon process not to sign on, clear the screen and type your monitor logoff. (See [Signing Off](#) (see page 20) for instructions on signing off.)

## Viewing the Bulletin Board

The optional bulletin board can be used by a CA Dataquery Administrator at your site to post notices for CA Dataquery users. If messages are currently posted, the BULLETIN BOARD panel appears after you signon to CA Dataquery. The following is a sample.

```
=>
PRESS THE <ENTER> KEY TO CONTINUE.
-----DQAZ0
DATAQUERY: BULLETIN BOARD
-----

1. PLEASE DELETE QUERIES YOU NO LONGER NEED.

2. A NEW DIALOG HAS BEEN ADDED TO THE PUBLIC LIBRARY FOR
   CALCULATING YOUR REMAINING VACATION DAYS FOR THIS YEAR.
   THE DIALOG'S NAME IS VACATION.
```

After you read the messages, press the Enter key to display the DIRECTORY OF QUERIES panel. See [Initiating Online or Batch Report Production](#) (see page 39) for instructions.

## Changing Your Password

At installation, CA Dataquery provides your company with the option of allowing users to change their own passwords. If your company permits, you can add a password or change it as often as you like. If you forget your password, ask your CA Dataquery Administrator to give you another one. If you are not permitted to change your own password, ask your CA Dataquery Administrator to change it for you when necessary.

Add or change your password on the following Signon panel:

=>

```

      DDDDD      QQQQQ      RRRRRR      YY      YY
      DDDDDDD      QQQQQQQ      RRRRRRR      YY      YY
      DD  DD      QQ  QQ      RR  RR      YY  YY
      DD  DD      QQ  QQ      RR  RR      YY  YY
      DD  DD      QQ  QQ      RRRRRR      YY
      DD  DD      QQ  Q  QQ      RR  RR      YY
      DDDDDDD      QQQQQQQ      RR  RR      YY
      DDDDD      QQQQQQ      RR  RR      YY
      Q
      CA Dataquery(TM) for CA Datacom(R)

```

Version: 14
Time:
Date:

Signon: \_\_\_\_\_

Password: \_\_\_\_\_

New Password: \_\_\_\_\_

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## Procedure

Follow these steps to change or add a password to your signon.

### Step 1

Display Signon Panel.

### Step 2

Enter User ID in SIGNON field.

### Step 3

Enter current password, if any.

**Step 4**

Enter new password in NEW PASSWORD field.

**Step 5**

Press Enter.

**Step 6**

View BULLETIN BOARD, if any.

**Step 7**

Press Enter.

**Step 8**

View first panel for your authorization level.

## Signing Off

You can exit CA Dataquery from any panel by using one of three methods. You can use the OFF command or you can retrace your steps through CA Dataquery using the <PF2> RETURN key to return to the Directory of Queries. Or, you can press Clear to redisplay the Directory of Queries and then press <PF2> OFF.

When you exit CA Dataquery, you follow the procedure used at your site for exiting the monitor under which <dqd. operates. See your CA Dataquery Administrator for details of your monitor logoff procedures.

You can issue the OFF command from the command line of any panel to return to the monitor welcome screen or to the screen chosen by your site if your company does not use the standard CA Dataquery signon procedure. Follow these steps:

**Step 1**

Press <PF2> or Clear (on any menu or panel display).

**Step 2**

View Directory of Queries.

**Step 3**

Press <PF2> Off.

**Step 4**

View CA Dataquery signoff message or your site's monitor screen.

**Step 5**

Type your logoff command (See your <dqd.y Administrator).

# Chapter 4: Operating CA Dataquery

---

This chapter provides step-by-step instructions for performing basic operational tasks. It also provides information about working with your CA Dataquery Administrator.

## Using the Keyboard

The following shows the keys that are common to all panels and menus, along with each key's function. Some keys are not found on all keyboards. Check your hardware documentation for the equivalents.

The following keys work in exactly the same ways on all CA Dataquery panels.

### **Clear**

Return to the first selection panel.

### **Cursor control**

Move cursor up, down, left or right.

### **Del or delete key**

Delete the character or space at the cursor point.

### **Enter or Return**

Accept input data and proceed to next panel.

### **EOF**

(Erase End of Field) Erase all characters from the cursor point to the end of the unprotected entry field.

### **Home**

Move cursor to the first entry field.

### **Ins or insert key**

Enter insert mode.

### **<PF1>**

Display Help information.

### **<PF2>**

Return to the previous panel, step, or menu, unless key use is preceded by a command. Commands terminate panel processes. Pressing <PF2> after issuing a command redisplay the Main Menu.

**<PF7>**

Forward one page.

**<PF8>**

Backward one page.

**Reset**

Exit Insert mode.

**Tab key**

Move to next field on panel.

**Keyboard keys**

Type commands or field entries.

## Using Panels

Every type of CA Dataquery panel has the same basic format. Match the highlighted numbers on the sample menus and panels to their explanations on the chart.

**Selection Panel**

1=>

PLACE THE CURSOR ON THE DESIRED NAME AND PRESS THE APPROPRIATE PFKEY2

DATAQUERY: DIRECTORY OF QUERIES 4 START 5WITH: \_\_\_\_\_DQA30

QUERY NAME	TYPE	CREATED	USED	DESCRIPTION
5 -CUST-CITY	DIALOG	04/06/97	06/10/2011	SELECT CUSTOMER
A-GUIDED-QUERY	QUERY	03/19/97	06/10/2011	A SAMPLE OF DQ 8.1
A-SAMPLE-QUERY	QUERY	03/19/97	06/11/2011	A SAMPLE PAYROLL QUERY
CAI-CUST-ZIP	DIALOG	03/14/97	06/09/2011	SELECT CUSTOMER
CAI-CUST-TERMS	QUERY	03/12/97	06/04/2011	SELECT CUSTOMER
CAI-CUST-SHIP	DIALOG	04/01/97	06/10/2011	SELECT DALLAS CUSTOMERS
CAI-DIALO-ORDNO	DIALOG	04/13/97	06/11/2011	PRINT SAMPLE DATABASE
CAI-DISPLAY-DT	DIALOG	04/13/97	06/08/2011	DISP SAMPLE DATA BASE

=>

<PF1> HELP      <PF2> RETURN      <PF3> EXECUTE      <PF4> EDIT  
5<PF5> NOT USED      <PF6> DELETE      <PF7> BACKWARD      <PF8> FORWARD  
<PF9> SUBMIT      <PF10> EXTENDED DEF      <PF11> NOT USED      <PF12> RIGHT

**Input Panel**

The diagram shows a terminal window layout for an 'Input Panel'. At the top left, a command line is indicated by a '1' and an arrow pointing to '=>'. Below this is a message line with a '2' pointing to the text 'DATAQUERY: QUERY IDENTIFICATION'. A separator line with a '3' points to a dashed line. Below the separator, there is a prompt 'ENTER A UNIQUE NAME FOR THE NEW QUERY ==>' followed by a blank line. This is followed by another prompt 'SELECT THE ACCESSIBILITY LEVEL FOR YOUR QUERY BY PLACING ANY CHARACTER NEXT TO YOUR CHOICE.' Below this prompt, there are two options: 'PUBLIC' and 'X PRIVATE', with a '5' pointing to the 'X' character. Below the options is a prompt 'ENTER A DESCRIPTION FOR THE NEW QUERY' followed by '==>' and a blank line. At the bottom, there is a row of four function key prompts: '<PF1> HELP', '<PF2> RETURN', '<PF3> NOT USED', and '<PF4> CONTINUE'. A '6' points to this row.

**1**

Command line - Use this line to type in one or more valid CA Dataquery commands.

**2**

Message line - Displays error messages, status information, or brief instructions.

**3**

Separator line - Displays a panel number for use in translating panels with the Language Facility or for reference when requesting help. (The Language Facility can be used by authorized personnel at your site to customize the language or terminology of any panel.)

4

Prefix - Preceded by a separator line identifies the panel.

5

Body:

Of a selection panel: Contains lists of items from which you make selections by positioning the cursor on your choices and pressing a key. Selections can be preceded by lines of operation instructions.

Of an input panel: Contains fields for entry or an Editor area for writing a query. First lines can also contain operation instructions.

6

PF key menu - Displays list of valid PF keys.

## Getting Online Help

CA Dataquery provides special informational panels during display of most panels and menus. You can access these panels whenever you see <PF1> Help listed on the PF key menu at the bottom of a panel. <PF1> always displays Help information during display of any panel, even if a PF key menu is not displayed. Follow these steps to get online help:

### Step 1

Press <PF1>.

### Step 2

View Help panels. If *More* appears, use <PF7> and <PF8> to scroll.

### Step 3

Press <PF2> to return to original panel.

## Correcting a Mistake

If you make a mistake during your use of CA Dataquery, a highlighted message appears on the message line. Access the available help according to the following steps.



## Operation

### Step 1

Receive error message.

### Step 2

Press <PF1> HELP.

### Step 3

View error message HELP information.

If you understand error message Help, press <PF2> and follow directions to correct the error.

If you do not understand error message Help, press <PF1> and read Help for the panel/menu.

If you do not understand online Help, see the documentation.

If you do not understand online Help or the documentation, contact your CA Dataquery Administrator.

### Step 4

Correct error condition, if directed.

### Step 5

Proceed with CA Dataquery session.

## Example

The following sample contains an x where CA Dataquery expected a number. Note the error message on the message line.

### Step 1

Receive error message.

=>
DQ240E - THE CURSOR IS NOT ON A LINE THAT CAN BE USED BY THE FUNCTION
-----DQA50
DATAQUERY: DIRECTORY OF QUERIES
START WITH: \_\_\_\_\_
-----

QUERY NAME	TYPE	USED	DESCRIPTION
QUERY1	QUERY	11/07/10	
QUERY2	QUERY	11/07/10	

## Step 2

Press <PF1> HELP.

When the error message appears, you can ask for error message Help. To get an expanded explanation of the message, press <PF1> HELP. The HELP PANEL FOR ERROR MESSAGE appears like the following example.

```
=>
-----DQ240
DATAQUERY:  HELP PANEL FOR ERROR MESSAGE
-----

DQ240E - THE CURSOR IS NOT ON A LINE THAT CAN BE USED BY THE FUNCTION

CAUSE:  The function that you requested via the PF key requires that the
        cursor be positioned on a line containing the object of the
        requested function.  The cursor is currently on a line that does
        not contain an object that the function can use.

ACTION: Position the cursor on the line containing the object
        of the function and press the appropriate PF Key again.
```

## Step 3

Press <PF1> HELP again.

If, after reading the error message Help, you want more information, you can press <PF1> Panel Help and get helpful information.

```
=>
-----DQA51
DATAQUERY:  DIRECTORY OF QUERIES HELP PANEL - PAGE 1
-----

DESCRIPTION:

The "Directory of Queries" panel displays a list of queries the
associate user may execute.  This panel allows you to select one of the
queries and execute it on-line or submit it for batch execution.  You
arrived at this panel after signing on to DATAQUERY as an Associate
User.  All Associate Users may use this panel.

-----

<PF1> NOT USED  <PF2> RETURN      <PF3> NOT USED  <PF4> NOT USED
<PF5> NOT USED  <PF6> NOT USED      <PF7> BACKWARD  <PF8> FORWARD
```

**Step 4****Read the documentation.**

If you prefer, you can look up the error message in your documentation. The reasons and actions given match the information provided on the online Help panel.

**Step 5****Call your CA Dataquery Administrator for help.**

If you are unable to understand what happened after consulting the resources provided by CA Dataquery and your documentation, get ready to ask your CA Dataquery Administrator for help. First, make notes about what you did before the error occurred, the error message number and text, and obtain screen prints, if possible. It would also be a good idea to try to repeat the steps that caused the error. Not only does it help you document your problem, but you might uncover the cause of the error.

## Responding to a Forced Logoff

Your CA Dataquery Administrator can sign you off the system while you are using CA Dataquery. Normally, this happens if it becomes necessary to disable CA Dataquery. When a forced logoff occurs, you see the following message.

DQ193I- THIS TERMINAL HAS BEEN AUTOMATICALLY SIGNED OFF BY DATAQUERY

DDDDD	QQQQQ	RRRRRR	YY	YY
DDDDDD	QQQQQQ	RRRRRRR	YY	YY

When you see the message stating that automatic signoff has occurred, complete the signoff procedure. Follow established procedures at your site for resuming operation of CA Dataquery following a forced logoff or contact your CA Dataquery Administrator.

## Sending and Receiving Messages

You can send messages to any other active CA Dataquery user with the message function. All you need is the other user's ID.

## Description

Here is how a message looks when you receive one.

```
=> MSG FROM JONES
    AUTO-LOGOFF AT 10:15. PLEASE COMPLETE CURRENT TASK.
-----DQA50
DATAQUERY: DIRECTORY OF QUERIES          START WITH: _____
-----
```

The message disappears the first time you press Enter after receiving it.

## Operation

You can reply to messages or initiate messages on your own. All you need is the user ID of the recipient, who must be signed on when you send the message.

Position the cursor on the command line of your current panel and type the command **MSG** followed by a space, the user's ID, another space, and the message itself. The message must end at the end of the command line. Then press Enter to send the message.

MSG user-id text-of-message

## Example

To reply to the preceding message example, you can type a message that would make your panel look like this:

```
=> msg jones please delay logoff until 10:30.  chart in progress.
-----DQA50
DATAQUERY: DIRECTORY OF QUERIES          START WITH: _____
-----
```

## Working with the CA Dataquery Administrator

Someone at your company should be appointed to perform CA Dataquery Administrator functions. These are the CA Dataquery Administrator tasks that concern you:

### **Adds and authorizes users**

You must be added as a user and authorized for specific functions and modes. See the next section for a guide to functions requiring authorization.

### **Signs users off**

You can be signed off the system by the CA Dataquery Administrator.

### **Maintains libraries**

Your collection of queries and those of others are maintained by the CA Dataquery Administrator. Queries can be moved, deleted, or copied.

### **Implements security**

Gives you access to data or restricts your access.

### **Maintains JCL**

The CA Dataquery Administrator sets up procedures that you use if you want to execute a query offline.

### **Generates reports**

Can report statistics on your activities and system operation.

### **Resolves problems**

Knows your job and the system well enough to help you resolve problems with using the system and knows who to contact if serious system problems occur.

### **Overrides system defaults**

If you need more system capacity to execute queries, see the CA Dataquery Administrator.

### **Authorizes batch execution**

You must have special authorization to execute queries offline.

### **Sets print options**

Can override your system defaults for printing query results. (You can override your own printer defaults from your User Profile panel, if your system grants access to associate users. See the section on printer defaults for details.)

## Obtaining Authorizations

The CA Dataquery system at your site is defined by a number of parameters which make up the System Option Table (DQOPTLST). These parameters determine how the system is used and define system wide limits on such things as:

- Terminal idle time before automatic signoff
- Maximum number of rows a query can find
- Space and system limits on processing time per query

Within the environment defined by the System Option Table, the CA Dataquery Administrator classifies people with signons as CA Dataquery Administrators, users, or associate users. Within those classifications, the CA Dataquery Administrator can define what each user is allowed to do, and can override a few of the System Option Table parameters regarding system storage allotments for individual users.

Within the individual user authorizations set up by the CA Dataquery Administrator, each user can change some personal specifications by accessing and changing the user's User Profile panel. (Associate users can only access their profiles if the System Option Table parameter ASUAPRO= is set to YES.)

The following list shows all the administrative User Table Maintenance (DQKNO) parameters that can be applied to individual associate users. The CA Dataquery Administrator assigns these authorizations.

- Data Authorized (DQL Mode only)
- Associate user designation
- Submit Allowed
- Export Allowed
- SQL and DQL allowed (SQL option required)

If you want to be able to create queries or personal tables, you must be authorized as a *user* instead of an associate user. You need additional authorizations from your CA Dataquery Administrator, along with several other manuals.

## Defining or Modifying the User Profile

### Access

Your user profile defines certain parameters of your user ID. You can define or modify your user profile (if authorized) by pressing <PF5> PROFILE during directory display. CA Dataquery displays the User Profile panel, an example of which follows:

### User Profile (DQKL0)

```

=>
Overtpe the values to be modified and press PF4 to complete the update
-----DQKL0
DATAQUERY:  USER PROFILE                FOR => _____
-----
      PROFILE ITEM                                EXPLANATION
-----
DATADITIONARY DATABASE ID => _____ Five digit DB ID number for DD access
LIST AND DISPLAY ALIASES  => _____ YES show aliases, NO supresss aliases
GROUP DISPLAY             => _____ YES break out simple columns, NO do not
SUPPRESS DUPLICATE COLUMNS => _____ YES turn on suppression, NO turn off
SUPPRESS PFKEYS ON PRINT  => _____ YES turn on suppression, NO turn off
SUPPRESS EXECUTE PANEL    => _____ YES turn on suppression, NO turn off
PRIMARY LANGUAGE          => _____ TWO character primary language ID
SECONDARY LANGUAGE        => _____ TWO character secondary language ID
DECIMAL POINT CHARACTER   => _____ Character to be used for decimal point
QUERY LANGUAGE            => _____ Language for queries - SQL or DQL
SQL AUTHORIZATION ID      => _____
ASSOCIATE USER ERRORS     => _____ Display validation errors for assoc
-----
<PF1> HELP      <PF2> RETURN    <PF3> DISP GROUPS <PF4> UPDATE
<PF5> PRINT OPT <PF6> NOT USED  <PF7> NOT USED   <PF8> NOT USED

```

### Timing

When changing your profile, some changes take effect immediately and some are changed for the duration of the current session only. The CA Datacom Datadictionary database ID always reverts back to the site default at sign-off. The SQL Authorization ID returns to the user's default at sign-off.

CA Dataquery supplies entries to the panel from the User table, the Option table, and the previous session (if any).

#### **DATADictionary DATABASE ID**

*(Required)* Enter the CA Datacom/DB database ID that specifies the CA Datacom Datadictionary database to be accessed. The database specified must be a CA Datacom Datadictionary database accessible to CA Dataquery. CA Dataquery supplies the CA Datacom/DB database ID from the System Option Table.

#### **LIST AND DISPLAY ALIASES**

*(Required)* Enter YES or NO. Specify YES to include CA Datacom Datadictionary aliases in the Directory of DQL Tables, and Keys and Columns Display panels. NO excludes CA Datacom Datadictionary aliases from these display panels. (See the CA Dataquery end user documentation for details on these panels.)

#### **GROUP DISPLAY**

*(Required)* Enter YES or NO. Determines the way a compound field is displayed on a report. If you specify YES, fields making up the compound field are shown as individual fields. When you specify NO, a compound field is shown as a single alphanumeric field, even though one or more of the simple fields contained in the compound field is a numeric field which cannot be printed. If an invalid value is entered, the parameter defaults to NO.

#### **SUPPRESS DUPLICATE COLUMNS**

*(Required)* Enter YES or NO. Determines if duplicate values for columns specified as control break columns are suppressed in the generated report. If you specify YES, the value contained in a control break column is displayed only once. Each time the value in the control break column changes, the new value is displayed. If the output continues to the top of a new page, the current value in the control break column is displayed at the top of the new page.

#### **SUPPRESS PFKEYS ON PRINT**

*(Required)* Enter YES or NO. Specify YES to suppress the PF key descriptions on the print panel that displays the report. NO causes the PF keys descriptions to be displayed.

#### **SUPPRESS EXECUTE PANEL**

*(Required)* Enter YES or NO. Specify YES to suppress the display of the Online Execution Query panel. NO causes the Online Execute Query panel to be displayed. A user would want to suppress the display of the Online Execution Query panel if their queries always read and collect data and display it on their terminals. Suppressing the display saves a step during the execution process by accepting the execution defaults.



**PRIMARY LANGUAGE**

*(Required)* Enter 2 characters. Specifies the primary language to be used during the current CA Dataquery session. A valid 2-character entry overrides the language specified in the System Option Table at installation. (AE American English is the default if no other language is specified on the System Option Table.)

**SECONDARY LANGUAGE**

*(Required)* Enter 2 characters. Specifies the secondary language to be used during the current CA Dataquery session. A valid 2-character entry overrides the language specified in the System Option Table at installation. (AE American English is the default if no other language is specified on the System Option Table.)

**DECIMAL POINT CHARACTER**

*(Optional)* Enter 1 character. Specifies the decimal point character for this ID. The default is the value of the DECPT= parameter in the System Option Table.

**QUERY LANGUAGE**

*(Required)* Enter either DQL or SQL. Specifies the query language to be used for this ID. Y (Yes) must have been specified on the User Table Maintenance in the field SQL AND DQL ALLOWED for the user to be able to change from DQL to SQL in this field.

**SQL AUTHORIZATION ID**

*(Required)* Enter a 1- to 18-character authorization ID. Specifies the SQL authorization ID for execution of SQL statements for this ID.

When the SQL authorization ID is changed by the PROFILE or AUTHID command, it changes only on the user profile, **and not** on the User Table. The private SQL authorization ID attaches to the table name regardless of the authid in use during creation of the table. When the DISPLAY, LIST, EXECUTE, or CREATE functions are used, the profile authid is used.

**ASSOCIATE USER ERRORS**

*(Optional)* Enter YES to display normal end-user validation errors for the associate user. Enter NO to display only DQ244E when errors occur. DQ244E states only that the user is attempting to execute a query that has an error.

### **PF Keys**

The following lists each PF key for the User Profile panel.

#### **<PF3> DISP GROUPS**

Display group to which user is assigned.

#### **<PF4> UPDATE**

Save the values displayed on this panel. Refresh User Profile panel.

#### **<PF5> PRINT OPT**

Display print options for profile. Print Options panel appears. See the section on printer options for details.

## Displaying Your Group Assignments

### **Action**

To view the groups to which you are assigned, press <PF3> DISP GROUPS during User Profile display. CA Dataquery displays the Group Display panel.

CA Dataquery does not allow you to change any values on the display. With authorization, you can change these values only on the User Table Maintenance panel.

These options apply to print output on a network printer or in DQBATCH, except for number of rows and number of columns. All fields are **required**.

```

=>
Overtpe the values to be modified and press PF4 to complete the update
-----DQKM0
DATAQUERY:  USER PROFILE                                FOR => _____
-----
HARDCOPY PRINT OPTIONS                                EXPLANATION
-----
NETWORK PRINTER-ID          =>  ____  Four Character ID of Network printer
PRINT QUERY TEXT            =>  ____  YES print the query text, NO do not
PRINT STATISTICS            =>  ____  YES print the query stats, NO do not
PRINT BANNER PAGE           =>  ____  YES print the banner page, NO do not
PRINT USING WINDOWS         =>  ____  YES window format, NO wrap format
PRINT PAGES TOGETHER        =>  ____  YES pages together, NO windows together
PRINT NUMBER OF COLUMNS    =>  ____  Three digit column width of hardcopy
PRINT NUMBER OF ROWS        =>  ____  Three digit page length in rows
-----

<PF1>  HELP          <PF2>  RETURN          <PF3>  DISP GROUPS  <PF4>  UPDATE
<PF5>  PROFILE       <PF6>  NOT USED         <PF7>  NOT USED    <PF8>  NOT USED

```

**NETWORK PRINTER-ID**

Enter a 1- to 4-character printer ID. CA Dataquery displays the value entered in the System Option Table, if one has not been entered for the user.

**Y (Yes)**, the default, if the text of the query that produced the report is to be printed when the report is printed on a network printer.

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#### **PRINT STATISTICS**

**Y** (Yes), the default, if the statistics of the query that produced the report are to be printed when the report is printed on a network printer.

**N** (No) does not print the query statistics.

#### **PRINT BANNER PAGE**

**Y** (Yes), the default, if the print jobs are to be preceeded with a banner page containing user name, date, and time, to aid in distributing the reports.

**N** (No) suppresses the printing of the banner page.

#### **PRINT USING WINDOWS**

**Y** (Yes) if the report extends beyond 80 columns and you do not want the report lines to wrap.

**N** (No) the default, states that you want the print to wrap or continue on the next line.

#### **PRINT PAGES TOGETHER**

Use this field when printing a report composed of two or more adjacent (side-by-side) pages. If the first page (left-hand page) is labeled A and the second page (right-hand page) is labeled B and the report is three pages in length, specifying:

**Y** (Yes), the default, would result in these pages being printed in the order of 1A, 1B, 2A, 2B, 3A, 3B.

**N** (No) results in a printing order of 1A, 2A, 3A, 1B, 2B, 3B.

This applies to both network and system printers.

#### **PRINT NUMBER OF COLUMNS**

Indicate a 1- to 3-character numeric value. Specify the width of the hardcopy on the network printer by stating the number of columns to be printed.

#### **PRINT NUMBER OF ROWS**

This is a 3-character numeric field. Specify the number of rows to be printed on one page of hardcopy on the network printer.

When you have completed your input to either User Profile panel (DQKL0 or DQKM0), or both, press <PF4> UPDATE to save changes. The new print options are in effect at the next sign-on with this ID.

# Chapter 5: Using Commands

---

If you are an associate user, you can use three commands on the command line of any selection, input, or menu panel. The following explains each command.

## **MSG**

With operands, sends a message to designated user. (See [Sending and Receiving Messages](#) (see page 27) for details.)

## **OFF**

Signs CA Dataquery off and returns to monitor. (See [Signing Off](#) (see page 20) for details.)

## **PFn**

Where n is a number from 1 to 12, and acts as a numbered PF key.

Additionally, you can also use report formatting commands when you view query output online. See [Using Online Output on a Terminal Screen](#) (see page 47) for details about these commands.



# Chapter 6: Producing Reports

---

To get an online or printed report or a business chart, execute a query or dialog that has been prepared for you. You select the query or dialog from a list and then you execute it using the online or batch method.

*Online execution* means the execution takes place while you are signed on. *Batch execution* means a job is submitted with JCL instructions and the processing takes place offline. You do not have to be signed on for batch processing to complete. Batch results do not print on the terminal screen.

## Initiating Online or Batch Report Production

This section tells you how to display the list of queries and dialogs you use and helps you decide which execution method to choose.

**To get a report, follow these steps during display of the Directory of Queries panel:**

1. Choose a query or dialog by moving the cursor next to it.
2. Decide to execute it online or in batch and press the appropriate PF key. (See the following sections for execution instructions.)

## Step 1: Select a Query or Dialog

When you signon to CA Dataquery, a DIRECTORY OF QUERIES panel like the one shown following appears on your terminal screen. You can also get it by continuously pressing <PF2> Return when other panels are displayed.

This panel lists all the queries and dialogs you can use to get a report.

```

=>
-----DQA50
DATAQUERY: DIRECTORY OF QUERIES                                START WITH: _____
-----
  QUERY NAME | TYPE | USED | DESCRIPTION
-----
  IMCQUERY   | QUERY | 08/10/11 | SELECT * FROM STAFF
  INSERTSQL  | QUERY |          | INSERT FLD OVR 256 INTO SQLFL
  LIZ'S      | QUERY | 08/10/11 |
  SOL221     | QUERY |          | SOL 221 QRY W VALIDTN ERR W/
  SOL237     | QUERY |          | SELECT ON SQLFLDOVR256 TABLE
  SQLFLDOVR256 | QUERY |          | DEFINITION FOR SQLFLDOVR256 T
  SQLREP1    | QUERY | 02/28/11 | TO PRODUCE REPORT AAA
  SQLREP2    | QUERY | 08/10/11 | TO PRODUCE REPORT AAA
-----
----- LAST PAGE -----
<PF1> HELP      <PF2> SIGN-OFF    <PF3> EXECUTE     <PF4> SUBMIT
<PF5> PROFILE   <PF7> BACKWARD    <PF8> FORWARD
  
```

## Description

The following describes the parts of the Directory of Queries panel.

### START WITH:

If you know all or part of a name, you can enter it here to move it to the top of the list.

### QUERY NAME

Lists queries and dialogs that you can execute.

### TYPE

Tells whether the item is a query or dialog.

### USED

Shows the date of last access.

### DESCRIPTION

Adds notes by the query or dialog author.



**PF Keys**

The following are the PF key assignments on this panel.

**<PF1>**

HELP - Display Help panel

**<PF2>**

SIGN-OFF - Exit CA Dataquery

**<PF3>**

EXECUTE - Begin online execution

**<PF4>**

SUBMIT - Begin batch execution

**<PF5>**

PROFILE - Display User Profile panel

**<PF6>**

Not used.

**<PF7>**

BACKWARD - Scroll back

**<PF8>**

FORWARD - Scroll forward

## Action

You can select any prepared query or dialog from the Directory of Queries by placing the cursor on its name and pressing a PF key to begin execution.

To speed scrolling through a long list, enter the first unique letters of the query or dialog name you want to use in the field labeled *START WITH*.

## Step 2: Choose an Execution Method

After you select your query or dialog from the Directory of Queries panel, place the cursor next to its name and press the PF key that starts the execution method you want to use. Be prepared to specify an output destination, using the information provided in [Choose an Online Output Destination](#) (see page 46).

### <PF3> EXECUTE QUERY

Choose online execution when you want the results of a query or dialog to appear immediately on your terminal screen or if you want immediate execution of a hardcopy.

### <PF4> SUBMIT QUERY

Choose batch execution when you:

- Do not need a report on the screen
- Know the processing takes a long time
- Want to delay processing
- Want to export the results instead of print them

At some sites, the Online Execution panel might be suppressed. If this is the case at your site, the Online Execution panel will not appear and the PF keys initiate execution with default selections shown on previous panel samples.

Also, at some sites, batch execution may be prohibited. If this is the case at your site, the SUBMIT PF key will not function. See your CA Dataquery Administrator for batch submission authorization.

When a query or dialog author defines a report format with mathematical functions or totaling options, you can only specify whether you want to see detail data or totals. You cannot change the format definition.

## Step 3: Complete Execution Steps

Follow directions in [Executing Online](#) (see page 43) or [Executing in Batch](#) (see page 55) to complete execution.

## Executing Online

After selecting a query or dialog from the DIRECTORY OF QUERIES panel, press a PF key to indicate your choice of an execution method.

When you execute a query online, you request immediate use of system resources to query the database table and return information in the form of a report. The surest way to get an immediate report (if the query was designed to process quickly) is to specify the screen as your report destination. If you specify a printer as the destination, the report output might follow other print requests for the same printer. It is usually best to review your output online at the terminal before printing it, although you can route the output to the printer and the screen at the same time.

The ONLINE EXECUTION panel might be suppressed by a User Profile option. If so, execution PF keys initiate execution with default specifications and without displaying the panel. If you find you need to execute a query online with different specifications than the defaults, see your CA Dataquery Administrator about changing your profile.

## Online Execution Steps

Follow these basic steps during execution:

1. Select a query or dialog from the Directory of Queries. See [Step 1: Select a Query or Dialog](#) (see page 40) for details.
2. View execution panel and change specifications if needed.
3. Press a PF key to initiate execution.
4. Respond to prompt panels if they appear. See [Responding to Online and Batch Execution Prompt Panels](#) (see page 59).
5. Retrieve report.

## Online Execution Panel

When you press <PF3> EXECUTE during display of the DIRECTORY OF QUERIES panel, CA Dataquery displays the appropriate ONLINE EXECUTION panel for the mode you are using (SQL or DQL).

You can leave the default entries on the screen or change them if necessary. If a query currently resides in the active query area because you previously selected or executed it, it will be executed unless you change ACTIVE-QUERY to another valid query name.

Use the space bar to remove entries and the keyboard keys to type different entries. Enter any character beside the selection of your choice.

## Online SQL Execution

The SQL Mode version of the Online Execution panel provides output options on the first panel and options for report formatting with the PF key at the bottom of the panel.

```
=>
Enter the desired options and press PF3 to execute
-----DQE70
DATAQUERY:  ONLINE EXECUTION SQL QUERY
-----
EXECUTE QUERY NAMED => ACTIVE QUERY

REPORT DESTINATION          The destination for the report
X VIDEO TERMINAL            - Produce the report on the terminal
- NETWORK PRINTER _____ - Produce the report on a network printer
- SYSTEM PRINTER            - Produce the report on the system printer

-----
<PF1> HELP      <PF2> RETURN      <PF3> EXECUTE
```

Select an output destination using the chart in [Choose an Online Output Destination](#) (see page 46). Then press <PF3> EXECUTE to begin executing the query or dialog that produces the report..

## Online DQL Execution

The DQL Mode version of the ONLINE EXECUTION panel includes report formatting options because data arrangement is done at execution.

Presentation of totals and subtotals can be changed with the TOTALING OPTIONS PF key at the bottom of this panel or with the PF keys available during online output.

```

=>
ENTER THE DESIRED OPTIONS AND PRESS PF3 TO EXECUTE
-----DQE20
DATAQUERY:  ONLINE EXECUTION
-----
EXECUTE QUERY NAMED => ACTIVE-QUERY

REPORT FORMAT                THE REPORT FORMAT
X  COLUMNAR                  - SHOW THE DATA ARRANGED ONE ROW PER LINE
_  LIST                      - SHOW THE DATA ARRANGED ONE ROW PER PAGE

REPORT DESTINATION           THE DESTINATION FOR THE REPORT
X  VIDEO TERMINAL            - PRODUCE THE REPORT ON THE TERMINAL
_  NETWORK PRINTER  DH86     - PRODUCE THE REPORT ON A NETWORK PRINTER
_  SYSTEM PRINTER           - PRODUCE THE REPORT ON THE SYSTEM PRINTER

-----
<PF1> HELP      <PF2> RETURN    <PF3> EXECUTE    <PF4> TOTALING OPTIONS

```

Select a format and an output destination (according to [Choose an Online Output Destination](#) (see page 46)). If you need to specify presentation of numeric totals, see [Changing Online DQL Mode Totaling Options](#) (see page 50), which covers the TOTALING OPTIONS panel that you can display while viewing the DQL Mode ONLINE EXECUTION panel.

When entries are complete, press <PF3> EXECUTE to execute the query and display the online output.

## Choose an Online Output Destination

When you execute a query online, you can specify multiple destinations for your execution output. The following compares the output destinations available with online execution.

### Video Terminal

Advantages	Disadvantages
<ul style="list-style-type: none"> <li>■ Immediate results</li> <li>■ Can change total options without re-executing</li> <li>■ Can change report format without re-executing</li> <li>■ Can go directly to any page</li> </ul>	<ul style="list-style-type: none"> <li>■ Must scroll to see report that is wider or longer than your terminal screen</li> </ul>

### Network Printer

Advantages	Disadvantages
<ul style="list-style-type: none"> <li>■ Get a hard copy</li> <li>■ Can see all of a long or wide report</li> <li>■ Output is probably faster than system printer</li> </ul>	<ul style="list-style-type: none"> <li>■ Must wait turn in print queue</li> <li>■ Paper may not be wide enough</li> </ul>

### System Printer

Advantages	Disadvantages
<ul style="list-style-type: none"> <li>■ Get a hardcopy</li> <li>■ Can see all of long or wide reports</li> <li>■ Best for wide reports</li> <li>■ May have laser printer</li> <li>■ Best for large volume</li> </ul>	<ul style="list-style-type: none"> <li>■ Probably slowest output turnaround</li> <li>■ Cannot be used if the query contains a DISPLAY statement</li> </ul>

Printer time and report retrieval time are site-specific. You may find, for instance, that your system printer produces faster turnaround time than your network printer. When specifying a printer as your report destination, remember these things:

- Very long reports should probably be sent to the system printer, as a courtesy to others who share your network printer.

**Note:** A maximum page count is specified at your site. If you print a report exceeding the maximum, your report stops printing. See your CA Dataquery Administrator for assistance if your report stops printing.

- If you have problems obtaining your printed output, your CA Dataquery Administrator can check the status of your request for you.

When you display the execution panel, be prepared to specify a destination.

## Using Online Output on a Terminal Screen

### Report Size

When you execute a query (or dialog) and the results appear on your screen, what you see is the upper-left corner of a report. If the report format is columnar, the width of the report itself may extend many columns to the right. Any report can contain more lines than are immediately visible on your terminal screen.

## Page Numbers

When a report extends beyond one screen, CA Dataquery divides it into sections and assigns each section a page number. The number of report sections depends on the number of columns listed in the query. Each section is 80 characters wide (132 characters on special terminals) and as long as your terminal screen. Use PF keys to move different sections of the report onto your screen.

The following diagram shows how a columnar report that is 320 characters wide and 48 lines long is divided into sections for an 80-character, 24-line terminal screen. The number of sections required for your reports depends on the number and length of output columns.

PAGE 1A	PAGE 1B	PAGE 1C	PAGE 1D
::::::::::::	::::::::::::	::::::::::::	::::::::::::
::::::::::::	::::::::::::	::::::::::::	::::::::::::
::::::::::::	::::::::::::	::::::::::::	::::::::::::
::::::::::::	::::::::::::	::::::::::::	::::::::::::
::::::::::::	::::::::::::	::::::::::::	::::::::::::
::::::::::::	::::::::::::	::::::::::::	::::::::::::
---	--- MORE -->	<--- MORE -->	<--- MORE -->
PAGE 2A	PAGE 2B	PAGE 2C	PAGE 2D
::::::::::::	::::::::::::	::::::::::::	::::::::::::
::::::::::::	::::::::::::	::::::::::::	::::::::::::
::::::::::::	::::::::::::	::::::::::::	::::::::::::
::::::::::::	::::::::::::	::::::::::::	::::::::::::
::::::::::::	::::::::::::	::::::::::::	::::::::::::
::::::::::::	::::::::::::	::::::::::::	::::::::::::
- LAST PAGE =>	<= LAST PAGE=>	<= LAST PAGE =>	<= LAST PAGE -



## Viewing the Report

Arrows and notations on the line above the PF key menu indicate whether more of the report exists beyond the screen. RIGHT and LEFT PF keys allow you to move across the report (horizontally) and FORWARD and BACKWARD PF keys allow you to move up and down from one segment to another. The WRAP command, issued on the command line during output display, moves off-screen lines to the current screen by wrapping them from one line to the next. NOWRAP returns the output to its multi-screen display.

If PF keys do not appear on your output panel, your User Profile is set to suppress them. Talk to your CA Dataquery Administrator about changing your profile if you want to see the PF key menu.

## Sample Screen Report

Following is the first page of a typical report that prints on the terminal screen. Numbered portions of the report are described in a chart following the sample.

=>			
08/12/11	DATAQUERY		PAGE 1A
14:43:11	SAMPLE ORDER ENTRY DATABASE CUSTOMER TABLE		DETAIL
CUST-ID	IND-CD	CUST-NO	NAME
B0530	B	0530	GULF LAND USA
B0570	B	0570	TEXAS LIFE & CASUALTY CO
B1150	B	1150	AFTON INDUSTRIES &R5.
B1250	B	1250	PALMOLIVE INNS
B1570	B	1570	PAMMEL BREWING
----- LAST PAGE ----- =>			
<PF1> HELP	<PF2> RETURN	<PF3> TOTALS ONLY	<PF4> DETAIL
<PF5> NO TOTALS	<PF6> STATS	<PF7> BACKWARD	<PF8> FORWARD
<PF9> NOT USED	<PF10> NOT USED	<PF11> LEFT	<PF12>RIGHT

## Explanation

### Date

Date report was executed

### Page Number

Number indicates sequence and letter indicates horizontal 80-character section, from A to Z

### Time

Military numbering from 00:00:00 to 24:00:00 (hours:minutes:seconds)

### Totaling Option

Matches totaling PF key selected (DETAIL is the default used.)

### Body

Report data

### Bottom Line

Indicates whether more is available

<= - Indicates more of the report is at the left. To view it, press <PF11>

=> - Indicates more of the report is at the right. To view it, press <PF12>

*Last Page* - Indicates that no more lines follow

*More* - Indicates that more lines follow, press <PF8>

### PF Key Menu

PF keys for viewing report or other panels

## Changing Online DQL Mode Totaling Options

When a DQL Mode query or dialog selected for online execution specifies totals of one or more numeric columns, you can alter the appearance of the query output in one or all of these ways:

- Display the DQL Mode Online Execution panel and press <PF4> TOTALING OPTIONS. Enter choices there.
- During online display of the query output, use PF keys or enter commands.

**Note:** Some alterations can also be made on the Batch Execution panel when initiating batch execution.

The query specifies which numeric columns are totaled and subtotaled. A query can produce other kinds of calculation results, like sums, counts, averages, maximums, and minimums of report columns.

All of these calculations are optional and therefore you should not expect each query to work the same. If you are unsure about what kind of report a query produces, run a test. Execute the query online and experiment with the output PF keys and commands to see what kinds of numeric results are available. Your CA Dataquery Administrator should also be able to assist you.

## Panel

If a query you execute specifies totals, you can specify output variations on the TOTALING OPTIONS panel (DQE30) during execution. To display the panel, press <PF4> TOTALING OPTIONS during display of the Online Execution panel (DQE20).

```
=>
ENTER THE DESIRED OPTIONS AND PRESS THE APPROPRIATE PFKEY
-----DQE00
DATAQUERY:  TOTALING OPTIONS
-----

QUERY NAME =>  ACTIVE-QUERY

TOTALING OPTIONS

  X  DETAIL AND TOTALS          - PRODUCE REPORT WITH DETAIL AND TOTALS
  _  DETAIL ONLY                - SUPPRESS ANY REQUESTED TOTALING
  _  TOTALS ONLY                - PRODUCE THE REPORT WITH TOTALS ONLY
  _  TOTALS BY NAME             - ONLY USE THE ENTERED CONTROL-BREAK NAME

  _  WHEN/DO RESULTS ONLY       - SUPPRESS ALL EXCEPT WHEN/DO RESULTS
  _  NO DETAIL                  - SUPPRESS DETAIL LINES ON REPORT

-----
<PF1> HELP      <PF2> RETURN    <PF3> EXECUTE
```

The following shows samples of each totaling option that is available on the TOTALING OPTIONS panel. It also shows the related output panel PF key and command for each option. Be sure to include hyphens in commands where required. Typing a hyphenated command as two words can produce unpredictable results.

#### DETAIL

Shows all items on the report. For example:

SALES-REP ID	CUSTOMER NAME	YEAR-T0-DATE SALES
52733	UNITED ATLANTIC SHARES	452.00
TOTAL CITY CHARLOTTE		* 452.00
52733	SUN DIAL CITRUS GROWERS	21101.50
52733	SUN DIAL CITRUS GROWERS	21101.50
52733	SUN DIAL CITRUS GROWERS	21101.50
TOTAL CITY LOS ANGELES		* 63304.50

The command for this presentation is **DETAIL**.

#### NO-DETAIL

Shows no data rows. Shows PRINT statement totals and function results. For example:

TOTAL CITY NEW YORK	* 12000.00
* GRAND TOTAL	* 75756.50

AVERAGE YEAR-T0-DATE SALES PER CUSTOMER 0007575.65

The command for this presentation is **NO-DETAIL**.

#### TOTALS ONLY

Shows no data rows and no function results. For example:

CITY	YEAR-T0-DATE SALES
CHARLOTTE	452.00
LOS ANGELES	63304.50
NEW YORK	12000.00
* GRAND TOTAL	75756.50

The command for this presentation is **TOTALS**.

**NO TOTALS**

Shows no totals or column function results. Detail lines only. For example:

SALES-REP ID	CUSTOMER NAME	YEAR-TO-DATE SALES
52733	UNITED ATLANTIC SHARES	452.00
52733	SUN DIAL CITRUS GROWERS	21101.50
52733	SUN DIAL CITRUS GROWERS	21101.50
52733	SUN DIAL CITRUS GROWERS	21101.50
52733	INTERNATIONAL BANK CORP.	2000.00
52733	INTERNATIONAL BANK CORP.	2000.00
52733	INTERNATIONAL BANK CORP.	2000.00
52733	INTERNATIONAL BANK CORP.	2000.00
52733	INTERNATIONAL BANK CORP.	2000.00
52733	INTERNATIONAL BANK CORP.	2000.00

The command for this presentation is **NO-TOT**.

**WHEN-ONLY**

Shows only results of WHEN/DO statements. For example:

AVERAGE YEAR-TO-DATE SALES 0007575.65

The command for this presentation is **WHEN-ONLY**.

The query executed specifies the kinds of totals the query produces and which data is totaled. During output presentation, you can suppress the totals or the detail if totals are specified in the query/dialog report format. You cannot suppress the results of other calculations.

## Viewing Query Statistics

If you press <PF6> STATS while viewing a report on your terminal screen, you can display a panel like the following example.

```
=>
Current Dataquery FIND/SELECT Statistics.
-----DQEF0
DATAQUERY:  FIND STATISTICS                QUERY NAME:  TESTSQL001
-----
      NUMBER REQUESTED:  ALL                COMPLETION DATE:  08/06/2011
      NUMBER FOUND:    9                COMPLETION TIME:  15:37:40

      FIND TERMINATED BECAUSE:  NORMAL END OF SEARCH WAS REACHED

                                     OVERALL    OPTIMIZATION    SEARCH
                                     -----
ELAPSED TIME (SECONDS):             1              0              0
I/O EVENTS:                         0              0              0
SELFR TOTAL:                        0              0              0
SELNR TOTAL:                        0              0              0
TOTAL BYTES:                        0
-----
<PF1> HELP      <PF2> RETURN
```

The FIND STATISTICS panel gives you information about how the query functioned when you executed it. Details about the meaning of each field are available in the *CA Dataquery Reference Guide* and from your CA Dataquery Administrator.

You may need to pass this information to your CA Dataquery Administrator if you experience problems in executing a query.

## Executing in Batch

Once you select a query or dialog from the DIRECTORY OF QUERIES panel, you can press the SUBMIT PF key to indicate that you want to execute your selection in batch.

If you are authorized for batch execution of queries, you can accomplish a number of objectives with batch execution. The following figure outlines possible objectives. Unlike online execution, you can defer execution, suppress the output, and export the output.

### **Execution Time**

Can be either immediate or deferred.

#### **Immediate**

Begin execution at next opportunity.

#### **Deferred**

Delay execution until specified time.

### **JCL Member Name**

Tells CA Dataquery format, destination, person executing, and so forth. Specifications are site-specific. JCL may prompt you to enter additional specifications provided by your CA Dataquery Administrator.

#### **Default JCL name**

Default execution instructions.

#### **Another JCL name**

If another member is required, enter the name here.

### **Totals**

See [Changing Online DQL Mode Totaling Options](#) (see page 50).

#### **Suppress totals**

Show detail only.

#### **Suppress detail**

Show totals only.

### **Suppress the report**

You plan to put the data in an export data set and do not need a hardcopy.

### **Export the print data**

You want to make the data found available to other products or programs so you provide the name of a valid output set. You must be authorized to perform this task. Both options can be selected. (There are two types of export sets, fixed length and variable-length, comma-separated. For details, see the next section.)

### Export detail

Do not export totals, if specified in query.

### Export totals

Do not export detail data, if specified in query.

## Batch Execution Steps

Follow these basic steps during execution:

1. View the execution panel and change specifications if needed.
2. Press a PF key to initiate execution.
3. Respond to dialog or JCL PROC prompt panels if they appear.
4. If you want to reexecute with different specifications, press <PF2> to redisplay the execution panel.

## Batch Execution Panel

When you select <PF4> SUBMIT from the DIRECTORY OF QUERIES panel (See the section beginning on [Step 1: Select a Query or Dialog](#) (see page 40).) CA Dataquery displays the BATCH EXECUTION panel. At some sites, batch execution may be prohibited. If this is the case at your site, the SUBMIT PF key will not function. See your CA Dataquery Administrator for batch submission authorization. Complete entries on this panel and press a PF key to continue execution.

```

=>
-----DQEN0
DATAQUERY:  BATCH EXECUTION
-----
Enter name of query to submit:      ACTIVE-QUERY
Select the type of execution:      X  Immediate
                                   _  Defer execution until time __ : __
Enter the name of the JCL member to use: $$DQJCL
Enter nonblank to use JCL for deferred:  _
Select the report type:
      X  Detail and totals           _  When/do column functions only
      _  Detail only (no totals)     _  No detail (totals and when/do)
      _  Totals only (summary)       _  Suppress report
To export print data to a sequential file, select output record type:
      Variable comma separated       _  Fixed length record
For variable, enter name of output set: _____
For variable, select output type:   _  Detail
                                   _  Totals
Select the output file device type: _  Tape
                                   _  Disk
-----
<PF1> HELP      <PF2> RETURN    <PF3> SUBMIT    <PF4> NOT USED
  
```



You can leave the default entries on the screen or change them if necessary. Using the keyboard keys, use the space bar to remove entries and the alpha and numeric keys to type entries. Enter any character to select an option. Be sure the panel contains an entry or selection for each field on the screen. The following describes the use of each field on the BATCH EXECUTION panel (DQEN0).

Follow directions on the next table to change the BATCH EXECUTION panel default for the field labeled **Enter name of query to submit:**

**ACTIVE-QUERY**

Query previously selected from Directory of Queries or query just executed.

**Any valid query name**

Type over ACTIVE-QUERY with a name.

Follow directions on the next table to change the Batch Execution panel default for the field labeled **Select the type of execution:**

**Immediate**

Execution begins at next system opportunity.

**Defer execution until time \_\_ : \_\_**

Computer operator submits query for execution after the time specified. Time is expressed in *hours:minutes* using military time. For example, 3:00 p.m. is 15:00.

Follow directions on the next table to change the BATCH EXECUTION panel default for the field labeled **Enter the name of the JCL member to use:**

**default-name**

JCL specifies such execution options as the printer destination and executes the query as specified in the JCL maintained by the CA Dataquery Administrator. If a PROMPT panel appears, it must be completed.

**A valid JCL member name**

Use only if authorized.

Follow directions on the next table to change the BATCH EXECUTION panel default for the field labeled **Enter nonblank to use JCL for deferred:**

**Enter any non-blank character to use deferred JCL.**

*Defer execution until time \_\_:\_\_* must also be selected.

Follow directions on the next table to change the BATCH EXECUTION panel default for the field labeled **Select the report type:**

**Detail and totals**

Print detail and totals, if specified in the query (DQL Mode) or the report definition (SQL Mode).

**Detail only (no totals)**

Print only detail lines.

**Totals only (summary)**

Suppress detail data.

**When/Do column functions only**

Suppress all contents except DQL Mode When/Do results.

**No detail (totals and when/do)**

Suppress detail lines.

**Suppress report**

Do not produce hardcopy. Select this item if exporting.

Follow directions on the next table to change the BATCH EXECUTION panel default for the field labeled **To export print data to a sequential file, select output record.**

**Variable comma separated**

Data in character format with data fields separated by commas. Character fields will be in quotes with trailing blanks truncated. Numeric fields will have leading zeros truncated. Rows will vary in length.

**Fixed-length record**

Data will be exported in same type and length as retrieved from the database table. All rows will be the same length.

Follow directions on the next table to change the BATCH EXECUTION panel default for the field labeled **For variable, enter name of output set.**

**Any valid name**

Obtain a valid set name from the CA Dataquery Administrator.

Follow directions on the next table to change the BATCH EXECUTION panel default for the field labeled **For variable, select output type:**

**Any type listed**

Choose one or both:

- Detail
- Totals

Follow directions on the next table to change the BATCH EXECUTION panel default for the field labeled **Select the output file device type**:

**Tape**

Output to tape (z/VSE only).

**Disk**

Output to disk (z/VSE only).

## Batch Execution PF Keys

Use the following PF keys after completing the BATCH EXECUTION panel.

**<PF1> HELP**

Displays Help for panel.

**<PF2> RETURN**

Redisplays DIRECTORY OF QUERIES panel.

**<PF3> SUBMIT**

Starts the following.

1. Begins execution process.
2. Displays PROMPT panel for selection.
3. Displays execution messages.

## Responding to Online and Batch Execution Prompt Panels

A prompt panel is an extra panel that requires further information before the function can be completed. You might encounter two types of prompt panels in your use of CA Dataquery. Dialog prompt panels allow you to adapt a query by replacing values. JCL PROC prompt panels let you adapt a JCL member by replacing values. By changing these values, you retain the structure of the query or JCL but alter some of the specifications.

## Description

If you select a query with the type of DIALOG from the DIRECTORY OF QUERIES for online or batch execution, a panel appears that lists the query variables you can change. If you type in the name of a JCL PROC (a JCL member that is defined with replaceable variables) on the Batch Execution panel, a panel appears listing JCL variables that you can change.

Dialog and JCL PROC authors are able to create a list of valid replacements for each character variable and a range of valid numbers for each numeric variable. If a range or list panel was created, you can display it by pressing a PF key.

*All* of the text on prompt panels is written by an author at your company. If you do not understand the instructions on any prompt panel, you should ask your CA Dataquery Administrator for assistance.

## What You Do

When you select a dialog for execution or use a JCL PROC in batch execution, prompt panels appear. When you see a prompt panel, you can accept the default variables shown or replace them with your own choices. Use JCL procs only if you have been instructed to do so by your CA Dataquery Administrator and provided with valid replacements for the variables.

## Dialog Prompt Example

Selecting a dialog named *CAI-CUST-DIALOG* and completing the execution panel (online or batch) causes the following prompt panel to appear. The panel describes the query and each variable that can be replaced. Variables are highlighted.

```
=>
-----DQEX0

QUERY PRINTS A LIST OF ALL CUSTOMERS IN A SELECTED CITY, ALONG WITH
CUSTOMER NAME, CUSTOMER NUMBER, AND TOTAL YEAR-TO-DATE SALES FOR 1986.

ENTER THE NAME OF THE CITY TO BE REPORTED:
'DALLAS' _____

ENTER THE ZIP CODE TO BE REPORTED
75242

-----
<PF1>  HELP      <PF2>  RETURN   <PF3>  EXECUTE   <PF4>  NOT USED
<PF5>  RANGE/LIST <PF6>  NOT USED  <PF7>  BACKWARD  <PF8>  FORWARD
```

## JCL Prompt Example

Any JCL member you use to submit a query for batch execution can contain embedded variables that you can change. If a prompt panel appears when you submit the query for execution, you use it in exactly the same way as a dialog prompt panel. Your CA Dataquery Administrator can provide you with the valid replacements for variables listed on a JCL PROC prompt panel. You may also be able to display valid replacements or ranges for the variables shown if they were created by the JCL PROC author by pressing <PF5> RANGE/LIST.

Following is a sample JCL PROC. Variables are highlighted.

```
=>

-----DQEX0

      THIS JCL IS SHARED BY OTHER MEMBERS OF YOUR GROUP.  CUSTOMIZE IT
      WITH YOUR SPECIFICATIONS BY TYPING OVER THE VARIABLES LISTED
      BELOW.

ENTER A JOBNAME NOT LONGER THAN 8 CHARACTERS

DQBATCH
ENTER YOUR RACF USER IDENTIFICATION, FOLLOWED BY A COMMA

USERID,
ENTER YOUR RACF PASSWORD

PASSWORD

-----
<PF1>  HELP      <PF2>  RETURN    <PF3>  EXECUTE   <PF4>  NOT USED
<PF5>  RANGE/LIST <PF6>  NOT USED   <PF7>  BACKWARD  <PF8>  FORWARD
```

## Prompt Panel Operation

The cursor appears on the first variable that you can replace. Variables are always highlighted or, with color monitors, shown in a different color.

## Rules

You can accept the defaults shown, type in a valid variable name, or if a list or range was created, display list or range panels and change the prompt panel according to the valid entries shown on the list or range panels. See [List Panel Operation](#) (see page 64) and [Range Panel Operation](#) (see page 65) for instructions.

1. If apostrophes enclose the default variable on the prompt panel, you must also use apostrophes.
2. The variable you enter cannot be longer than the total number of characters in the default variable, including dialog fill (space-holder) characters. A special character is assigned at your site to serve as a space holder that allows you to enter replacements longer than the default. In our examples, we use the underscore (\_) character.
3. If a range was created for a numeric variable, you can only enter numbers within that range.
4. If a list of valid entries was created for an alphabetic or mixed variable, you cannot enter a variable that is not on the list.

## PF Keys

The following shows the results you can attain with PF keys during prompt panel display.

**<PF1> HELP**

Displays Help for panel.

**<PF2> RETURN**

Redisplays DIRECTORY OF QUERIES panel.

**<PF3> EXECUTE**

Executes selected query with default variables.

**<PF5> RANGE/LIST**

Displays list of valid entries or range of valid numbers if either panel was defined for this variable. Cursor must be positioned on the variable.

**<PF7> FORWARD**

Displays next screen if prompt extends beyond the screen.

**<PF8> BACKWARD**

Displays previous screen, if any.

## List Panel Operation

If you press <PF5> RANGE/LIST with the cursor on a Variable, and *if* a list is defined, CA Dataquery presents a list of valid replacement values. The following sample list was defined for the first *DALLAS* variables shown on the previous dialog example.

```

=>
-----DQEL0

CHOOSE A VALUE FROM THE LIST BELOW VIA CURSOR POSITION AND PRESS <PF2>.
PROMPT:
ENTER THE NAME OF THE CITY TO BE REPORTED:

'DALLAS'
'NEW YORK'
'PHILADELPHIA'
'HOUSTON'
'SAN FRANCISCO'
'SALT LAKE CITY'
'LOS ANGELES'

-----
<PF1>  HELP      <PF2>  RETURN    <PF3>  NOT USED   <PF4>  NOT USED
<PF5>  NOT USED  <PF6>  NOT USED   <PF7>  BACKWARD  <PF8>  FORWARD
  
```

Press the RETURN key to redisplay the prompt panel, or move the cursor to a variable you want to select and press RETURN to select it. If the list extends beyond the screen of your terminal, press <PF8> FORWARD to display the next page. <PF7> BACKWARD displays a previous page, if any.



## Range Panel Operation

If you press <PF5> RANGE/LIST with the cursor on a numeric variable, CA Dataquery presents a range of valid numbers if one was defined by the dialog or JCL PROC author. The following sample range was defined for the *ZIP CODE* variable shown on the previous dialog example.

=>

-----DQERO

PROMPT:  
ENTER A ZIP CODE IN THE RANGE SHOWN BELOW

RANGE        FROM 75000  
              TO 75081

-----

<PF1>  HELP            <PF2>  RETURN        <PF3>  NOT USED    <PF4>  NOT USED

Your cursor is positioned at the beginning of a field where you can enter a number. Enter a number within the range shown or press the RETURN key to redisplay the prompt panel. Leave the default number or type in a number within the range shown on the range panel.