



## ARIS Publisher

# BARRIER-FREE WORK WITH ARIS PUBLISHER EXPORTS

Version 10 - Service Release 5

> | m2018

Document content not changed since release 10.0.1. It applies to version 10.0.) without changes.

This document applies to ARIS Version 10 and to all subsequent releases. Specifications contained herein are subject to change and these changes will be reported in subsequent release notes or new editions.

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# 1 Screen layout

In addition to the default layout, we now also offer a layout that enables you to create exports regardless of a disability. This layout, in combination with voice control and the screen reader makes work for users with visual impairments easier, for example. The functions were tested with the program **JAWS** version 12. In order to achieve optimal display of exports in this layout, users must have one of the approved browsers. Microsoft® Internet Explorer supports these functions from version 8 and higher.

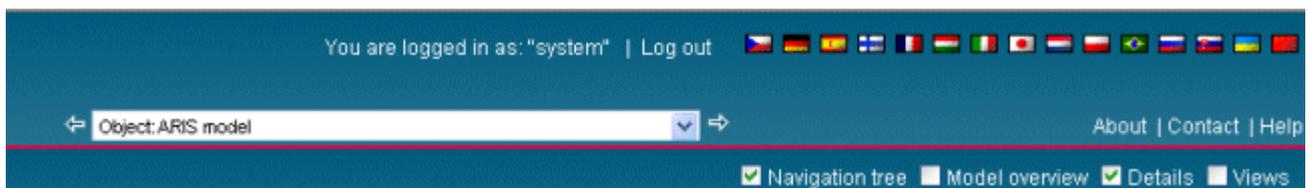
Without a mouse, you can reach all interface items using the following keys.

Area	Keys	
	Mozilla Firefox	Microsoft® Internet Explorer 8
<b>Home</b>	Alt+Shift+1	Alt+1 then press Enter
<b>Contents</b>	Alt+Shift+S	Alt+S then press Enter
<b>Find</b>	Alt+Shift+4	Alt+4 then press Enter
<b>Favorites</b>	Alt+Shift+5	Alt+5 then press Enter
<b>Details</b>	Alt+Shift+I	Alt+I then press Enter
<b>Navigation tree</b>	Arrow keys	Arrow keys
<b>Next interface item</b>	Tab	Tab
<b>Previous interface item</b>	Shift key+Tab	Shift key+Tab

\*Shift = shift

The ARIS Publisher user interface is divided into the following modules in the barrier-free view:

- Home (Page 3)
- Contents (Page 4)
- Find (Page 8)
- Favorites (Page 9)



Besides the module-specific functionality, the following functions are always available.

## LOGIN

**You are logged in as: <user name>**

Shows the user name you used when logging in.

### Log out

Logs the displayed user out. The Log in dialog opens. You can now log in with a different user name or anonymously and change your password (Page 10).

### Languages

Changes the language in which the content is displayed. A different number of languages is provided to you depending on the export settings. Database content that is not specified in the selected language can be displayed in an alternative language. The administrator specifies these language settings when creating an export in ARIS.

## NAVIGATION VIA THE MODEL HISTORY

**History** (  )

Either select an entry from the model history list, or click **Next** or **Back** to scroll through the model pages previously opened. Please do not use the forward and back buttons of your browser.

## INFORMATION

### About

Displays program and version information.

### Contact [Webmaster]

Sends a feedback mail.

Your administrator can change the address in the configuration file <ARIS Publisher Server installation

directory>\tomcat\webapps\businesspublisher\layouts\default\config\layout.cfg.xml.

Use this functionality when technical problems arise. If you want to give feedback on open

processes, click the **Contact**  button above the model or the links under **Details** in the **Enter feedback** area.

Due to a known error at Microsoft®

(<http://blogs.msdn.com/ie/archive/2007/02/12/International-Mailto-URIs-in-IE7.aspx>) we recommend that you enable the **Use UTF-8 for "mailto" links** check box on the **Internet Options > Advanced** tab of your browser.

Otherwise, the subject may be displayed incorrectly if you click a link that opens an e-mail form in an export in a language with a non-Western European character set.

### Help

Opens this help.

## MENU CONTROL

**Pop-up menu** (Page 12)

## 1.1 Home

<p><b>Welcome to ARIS Publisher</b></p> <p>These pages will help you gain an overview of our process landscape and get spe processes and systems. The search function that we offer will assist you in finding search terms and restrict your results by using search term combinations.</p> <hr/> <p><b>Recently opened models</b></p> <p> <a href="#">Organizational chart UMG [Organizational chart]</a></p>	<p><b>News</b></p> <p><b>Download best articles of 2010</b></p> <p>Some weeks ago, we asked you to vote for the best article of 2010. Check this poll to see the results of the voting. Again, we like to thank all authors for the great work they contributed. And please note, that are the best articles out of more than 2,000 articles published here on ARIS Community in 2010!<a href="#">read more</a></p> <p><a href="#">More...</a></p> <p><b>ProcessWorld 2011: Networking and more</b></p> <p>Date: Tue, 2011/05/31 - 7am Hello everyone, ProcessWorld 2011 is around the corner. On May 31 and June 1 BPM experts from around the globe and across all industries meet in Berlin to share their experiences and their know-how. In several sessions and in the exhibition experts give deep product insights and the Maritim Hotel Berlin offers a glamorous atmosphere for the networking with peers.<a href="#">read more</a></p> <p><a href="#">More...</a></p> <p><b>Software AG beats Oracle, Accenture and Wipro in BusinessWeek Hot Tech 50</b></p> <p>In a global ranking of top growth tech companies by Bloomberg BusinessWeek, Software AG took place 7. The ranking shows the list of tech companies with biggest growth (revenue, sales, stock price, etc.) in 2010. The list includes many manufacturers of semiconductor equipment and some usual suspects like Apple and Dell.<a href="#">read more</a></p> <p><a href="#">More...</a></p> <p><b>200+ attendees at ProcessForum The Netherlands</b></p> <p>Software AG's ProcessForum takes this year place in Houten. Today, about 210 attendees (including 30 partners) met in Houten. After a very inspiring presentation of Ivo Totev, Chief Service Officer Software AG, ABN Amro presented their Architecture achievements of the last years. Henk Houtzager, Head of IT Strategy, Innovation &amp; Architecture, took the audience in his journey of the integration of Fortis and ABN Amro.<a href="#">read more</a></p> <p><a href="#">More...</a></p> <p><b>ARIS says hello to HTML5</b></p> <p>HTML5, here we come! ARIS Model File: aris_modelviewer.adf <a href="#">read more</a></p> <p><a href="#">More...</a></p> <p><b>Ivo Totev has keynote at ProcessForum BeLux</b></p> <p>Today's ProcessForum in Brussels, Software AG's annual local Business Process Excellence event, had a great keynote. Software AG's Chief Service Officer, Ivo Totev, gave a very inspiring presentation. One of his topics, is the crucial role of Processes; the Agility Layer of today's companies. It's the successor for the alignment between the Business Model (all about the markets, products and</p>
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In addition to the standard functionality, (Page 1) the Home page provides the following features:

<p><b>Recently opened models</b></p> <p>Contains links to recently opened model graphics.</p>
<p><b>News</b></p> <p>Exemplary use of this area is made in the standard export. It can be customized to meet your requirements. Software AG or the sales partner responsible will be pleased to help you with the implementation. For example, you can keep a list of links to the models or objects that have been changed or created since a specific date.</p>

## 1.2 Contents

The screenshot displays the ARIS Contents module interface. On the left is the **Navigation tree** showing a hierarchical structure of models. The main area is the **Table**, which lists objects and their relationships. On the right is the **Details** panel for the selected model.

Object	Successors	Predecessors	Hierarchies	Documents
Function: Contract Processing in ERP	<ul style="list-style-type: none"> <li>reads Information carrier: ARIS model</li> <li>is represented by Screen: Create Contract</li> <li>is represented by Screen: Change Contract</li> <li>is represented by Screen: Display Contract</li> <li>is represented by Screen: Periodic billing</li> <li>reads Information carrier: Contract Processing</li> <li>reads Information carrier: Contract Processing in ERP</li> </ul>	None	<ul style="list-style-type: none"> <li>Contract processing in ERP (To Be) (EPC)</li> <li>Contract Processing in ERP (Function allocation diagram)</li> </ul>	None
Information carrier: ARIS model	None	<ul style="list-style-type: none"> <li>is read by Function: Contract Processing in ERP</li> </ul>	None	None
Screen: Create Contract	None	<ul style="list-style-type: none"> <li>represents Function: Contract Processing in ERP</li> </ul>	None	None
Screen: Change Contract	None	<ul style="list-style-type: none"> <li>represents Function: Contract Processing in ERP</li> </ul>	None	None
Screen: Display Contract	None	<ul style="list-style-type: none"> <li>represents Function: Contract Processing in ERP</li> </ul>	None	None
Screen: Periodic billing	None	<ul style="list-style-type: none"> <li>represents Function: Contract Processing in ERP</li> </ul>	None	None
Information carrier: Contract Processing	None	<ul style="list-style-type: none"> <li>is read by Function: Contract Processing in ERP</li> </ul>	None	None
Information carrier: Contract Processing in ERP	None	<ul style="list-style-type: none"> <li>is read by Function: Contract Processing in ERP</li> </ul>	None	None

The **Details** panel on the right shows the following information for the selected model:

- Name: Contract Processing in ERP
- Time of generation: May 21, 2007 3:...
- Creator: w.becker
- Last change: Dec 21, 2009 2:...
- Type: Function allocation diagram
- Last user: system
- SAP ID: 48E00B9CC1F10...
- SAP model Process
- Type: ...

In the **Contents** (Page 4) module, you can navigate in the models displayed using the **Navigation** bar (tree view) or via assignment relationships, for example. Information on models and objects is also provided.

The user interface is divided into the following areas from left to right: **Navigation tree**, **Model**, and **Details**. You can change the size of all areas by clicking a separator bar and dragging the area to the required size with the mouse button held down.

You can hide the navigation tree or the details by clicking the **Close**  button or disabling the relevant check box.

**In addition to the standard functionality** (Page 1), the **Contents** module provides the following features:

### Navigation tree check box

Shows or hides the navigation tree (tree view) familiar from ARIS or Windows Explorer. Folders with a + contain subfolders. To expand the folder structure, click a folder or subfolder or use the arrow keys. To open the models, click the model name. As you navigate further, the view is refreshed and the name of the model displayed is selected.

### Details check box

Shows or hides information on models and objects. To show or hide information, click the icon in front of the heading.

When you click an object in the table view or a model, the following information is displayed:

### Characteristics

Displays commonly used attributes such as **Name**, **Type**, **Creator**, etc.

**Enter feedback**

Enables feedback to the last editor or creator if the e-mail address has been specified.

Due to a known error at Microsoft®

(<http://blogs.msdn.com/ie/archive/2007/02/12/International-Mailto-URIs-in-IE7.aspx>)

we recommend that you enable the **Use UTF-8 for "mailto" links** check box on the **Internet Options > Advanced** tab of your browser. Otherwise, the subject may be displayed incorrectly if you click a link that opens an e-mail form in an export in a language with a non-Western European character set.

**Subordinate**

Contains links to assigned models. Clicking a link will open the model assigned to the object and positioned one level lower in the hierarchy. The model information for this model is displayed.

**Relevant to**

Enables navigation to models containing an occurrence of the object.

**Connected to**

Enables navigation to succeeding and previous objects.

When you click **Model** or in the model background, the following information is displayed:

**Characteristics**

Displays commonly used attributes such as **Name**, **Type**, **Creator**, etc.

**Enter feedback**

Enables feedback to the last editor or creator if the e-mail address has been specified.

Due to a known error at Microsoft®

(<http://blogs.msdn.com/ie/archive/2007/02/12/International-Mailto-URIs-in-IE7.aspx>)

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**Superior**

Contains links to object information of superior objects. A superior object is the object that the current model is assigned to. If you click a link, the object information of the superior object is displayed. If you click a link under **Relevant to**, the model and model information of the model one level higher in the hierarchy are displayed.

**Objects**

Lists all objects of the model. Use the links to go to the object information.

**Subordinate**

Enables navigation to models one level lower in the hierarchy. If objects with model assignments have an occurrence in the current model, links to the assigned models are displayed. If you click a link, the corresponding model opens and the model information is displayed.

**The following functionality is available when you have opened a model:**

	<p><b>Superior models</b></p> <p>Is available if a model is connected to superior models, for example, or if it is connected via interfaces; also opens a link list for the models.</p>
	<p><b>Display</b></p> <p>Displays the model graphic in the selected mode.</p>
	<p><b>Table</b></p> <p>Displays the model content in table form. If you click the model name, the model details are displayed on the right.</p>
	<p><b>Object</b> column</p> <p>Contains all of the model's objects. If you click a link, the object details for the relevant object are displayed.</p>
	<p><b>Successors</b> column</p> <p>Contains all objects and rules that occur in the model after this object. If you click a link, the object details for the relevant object are displayed.</p>
	<p><b>Predecessors</b> column</p> <p>Contains all objects and rules that occur in the model before this object. If you click a link, the object details for the relevant object are displayed.</p>
	<p><b>Predecessors</b> column</p> <p>Contains all objects and rules that occur in the model before this object. If you click a link, the object details for the relevant object are displayed.</p>
	<p><b>Assignments</b> column</p> <p>Contains all models that are assigned to the object. If you click a link, the table for this assigned model is displayed. In the Details area the model details for the assigned model are displayed.</p>
	<p><b>Documents</b> column</p> <p>Contains all assigned documents. If you click a link, the document is displayed.</p>
	<p><b>Graphic</b></p> <p>Shows the model graphic. If you display the model content in table form, the content can be read aloud. In this view, additional symbols for changing the model view are displayed.</p>
	<p><b>Size [%]</b></p> <p>Displays the model in the selected percentage size.</p>
	<p><b>Zoom out (–)</b></p> <p>Reduces the model size gradually. The administrator sets the scaling levels when creating the export in ARIS.</p>

 **Zoom in (+)**

Enlarges the model size gradually. The administrator sets the scaling levels when creating the export in ARIS.

 **Original size**

Displays models in the original size in which the models were exported.

 **Contact** [process manager]

Feedback ensures that processes are continuously improved. An automatically addressed e-mail form opens by default.

This function is available if the relevant e-mail address for the **Person responsible** model attribute was specified and the **layout.cfg.xml** configuration file was adjusted by your administrator.

Due to a known error at Microsoft®

(<http://blogs.msdn.com/ie/archive/2007/02/12/International-Mailto-URIs-in-IE7.aspx>)

we recommend that you enable the **Use UTF-8 for "mailto" links** check box on the **Internet Options > Advanced** tab of your browser.

Otherwise, the subject may be displayed incorrectly if you click a link that opens an e-mail form in an export in a language with a non-Western European character set.

If you are working with Process Governance, the e-mail notification of this product is used.

 **Add to favorites**

Adds the displayed content to your personal favorites. If, for example, you have opened a model, a matrix, or a search result, you can set a bookmark and display the content quickly at any time.

To open your list of bookmarks, click the **Favorites** module (Page 9).

 **Print**

Prints content. You can define the file format, page size, and paper format. You can also define the number of print pages to be used for printing a large model graphic. The graphic is output in PDF format. You can output information on graphics and symbols in various formats.

## 1.3 Find

Search term:

Items:

Items:

Look in:

**Results: 73 (displayed: 1 - 100)**

1

^ Name	^ Type
<a href="#">Customer</a>	Person
<a href="#">Customer</a>	Person
<a href="#">Customer</a>	Entity type
<a href="#">Customer</a>	Cluster/Data model
<a href="#">Customer qualification</a>	Function
<a href="#">Customer enters dealership</a>	Event
<a href="#">Customer enters dealership</a>	Event
<a href="#">Customer informed</a>	Event
<a href="#">Customer interested in vehicle</a>	Event
<a href="#">Customer interested in vehicle</a>	Event
<a href="#">Customer is called</a>	Event
<a href="#">Customer qualification (As Is)</a>	Function
<a href="#">Customer acceptance status</a>	Cluster/Data model

In addition to the standard functions (Page 1), the **Search** module provides a search (Page 11) for specific objects and models.

## 1.4 Favorites

The screenshot displays the Favorites module interface, which is organized into three main sections: Models, Objects, and Find. Each section contains a table with columns for Name and Type, and a Delete selection button.

**Models**

Name	Type
Requirement - Capability	Requirement allocation diagram

**Objects**

Name	Type
PRO-ORDER	Application system type

**Find**

Name	Type
C*	
Search for Customers in models and objects	

You can use the **Favorites** module to manage your bookmarks. You can open pages and delete favorites. To delete favorites, select the relevant check boxes and click **Delete selection**.

You can set favorites using the  **Add to favorites** button.

To add a search to your favorites, click the **Add to favorites** button in the **Search** module. Once you have entered a name for the search favorite, it is displayed on the **Favorites** page.

To delete entries, select the relevant check boxes and click **Delete selection**.

## 2 Procedure

This area provides you with procedure descriptions on this topic.

### 2.1 Open Publisher export

#### Prerequisite

The administrator has activated the Publisher export on the **Administration** tab.

#### Procedure

1. Enter the URL (<ARIS Publisher Server root directory>/<context>) in the address field of your browser. The URL can be obtained from your system administrator. After the standard installation of ARIS Publisher Server, the URL is **http://<server name>:19990/businesspublisher** if you did not change the default settings during installation.
2. Log in with your user name and password and click **OK**.  
If you have forgotten your password, ask the system administrator to reset it. You will receive an e-mail containing a new password. Log in with your user name and this password and change the password immediately.  
If you log in anonymously, Process Governance functions are not available to you in the export.  
If you log in using an LDAP system or if the system has been configured for SSO, certain steps in the login procedure described are skipped.
3. Click the access profile you want to use to log in.
4. Select an interface language.  
The interface language that you set for your browser is selected by default.
5. Click **OK**.

The export opens. Further information is available in the online help for the export.

## 2.2 Change own password

### Procedure

1. If you are already logged in, click **Log out**.
2. Enter your user name in the Log in dialog.
3. Click **Change password**. You cannot change the password if user management is being performed using an LDAP server.
4. Enter your old and new passwords in the appropriate fields and click **OK**.

You have changed your password. In the future, log in with the new password.

If you have forgotten your password, ask the system administrator to reset it. You will receive an e-mail containing a new password. Log in with your user name and this password and change the password immediately.

You must complete mandatory fields marked with \*.

## 2.3 Find contents

Find models and/or objects that contain the search term.

### Procedure

1. Click the **Search** module.
2. Enter the relevant text in the **Search term** box.

The \* wildcard stands for any number of characters. For example, if you are searching for all objects that start with the letter **E**, enter **E\***. The wildcard ? stands for one single character. For example, if you are searching for all models that start with **Plan 2001/** and differ only in the last two characters for the month, enter **Plan 2001/??**. As a result, the models **Plan 2001/01**, **Plan 2001/02**, **Plan 2001/03**, **Plan 2001/10** etc. will be returned.
3. Select the item types you wish to search for in the **Items** box:
  - All**: displays models and objects in the list of results.
  - Only models**: displays only models in the list of results.
  - Only objects**: displays only objects in the list of results.
4. In the **Browse** box, select whether only the names or also other characteristics should be searched.
5. Click **Find**.

All items containing the term as a whole word or part of another word are displayed in the list of results. To open an entry, click the corresponding link.

### Tip

To save a search in your favorites, click Add to favorites. After you have entered a name you can restart this search at any time from your favorites.

## 3 Valuable information

This section provides you with background information that will assist you in carrying out the relevant procedures.

### 3.1 What mouse functions are available in models?

The following mouse functions are available when you have opened a model in the graphic view. Your administrator can adjust the pop-up menu. Therefore, the number and content of menu items may differ.

#### CLICK

##### An object

Updates the data in the **Details** area. If you have hidden this area, it is automatically shown.

##### An assignment icon

Opens the assigned model located one level lower in the process hierarchy. The process that the object describes is represented in detail. If multiple models are assigned, a window opens in which you can select the model to be opened.

##### A document

Opens the Office, Excel, or PDF document containing the description of this object.

#### RIGHT-CLICK (MODELS)

##### Superior models

Enables navigation to models that are located one level higher in the hierarchy. These models contain occurrences of objects to which the current model is assigned. If multiple models exist, a selection of links is provided.

##### Zoom out (-)

Reduces the model size gradually. The administrator sets the scaling levels when creating the export in ARIS.

##### Zoom in (+)

Enlarges the model size gradually. The administrator sets the scaling levels when creating the export in ARIS.

##### Original size (\*)

Displays models in the original size in which the models were exported.

## **Print**

Prints content. You can define the file format, page size, and paper format. You can also define the number of print pages to be used for printing a large model graphic. The graphic is output in PDF format. You can output information on graphics and symbols in various formats.

## **Details (model background)**

Updates the data in the **Details** area. If you have hidden this area, it is automatically shown.

## **RIGHT-CLICK (OBJECTS)**

### **Details**

Updates the data in the **Details** area. If you have hidden this area, it is automatically shown.