



GLOBALCOMSERVER GCS SPOOLNT ADMINISTRATOR / USER'S GUIDE

**© OCTOBER 2002 AVM INFORMATIQUE
(UPDATED: AUGUST 22, 2006)**

LICENSE

Information in this document is subject to change without notice.

This document cannot be reproduced in any ways without AVM Informatique written authorization.

GlobalComServer is an AVM Informatique product.

GlobalComServer is protected by copyrights.

All products mentioned in this manual are trademarks of their respective owners.

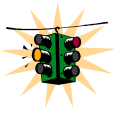
TABLE OF CONTENTS

Check our web site for updates:
<http://www.avm-informatique.com/>

LICENSE.....	2
TABLE OF CONTENTS	3
PRESENTATION.....	5
PRE-REQUIREMENTS	6
Installing Microsoft TCP/IP service on the GCS platform.....	6
Windows NT 4.0	6
Windows 2000 and 2003	6
RAW mode.....	8
INSTALLATION.....	9
Installing GCS SpoolNT.....	9
HOW TO USE GCS SPOOLNT	10
Header method.....	10
Document name method (advanced method).....	11
GCS SpoolNT - Quick test.....	12
Notes	12
Error spool	12
Trace parameters.....	13
Spoolnt.ini, configuration file	13
CLEANING section.....	13
OPTIONS section	13
SYNTAX section.....	13
FILENAME_SYNTAX section.....	14
SENDING FROM UNIX (HP9000).....	15
SENDING FROM SAP.....	16
SENDING FROM BAAN.....	17
Defining a network printer on the Unix server.....	17
Creating a direct printer in BAAN	17
Creating a "before.report" layout in BAAN	18
SENDING FROM VAX.....	19
Creating a remote printer	19
Status program	20
Installation.....	20
Use	20
SENDING FROM AS/400	23
Installing a remote printer queue	23
Printing object customizing.....	24
Use of customizing object for Spoolfax printer driver.....	25
SENDING FROM WINDEV.....	30
WORD MAILING (MAIL MERGE).....	32

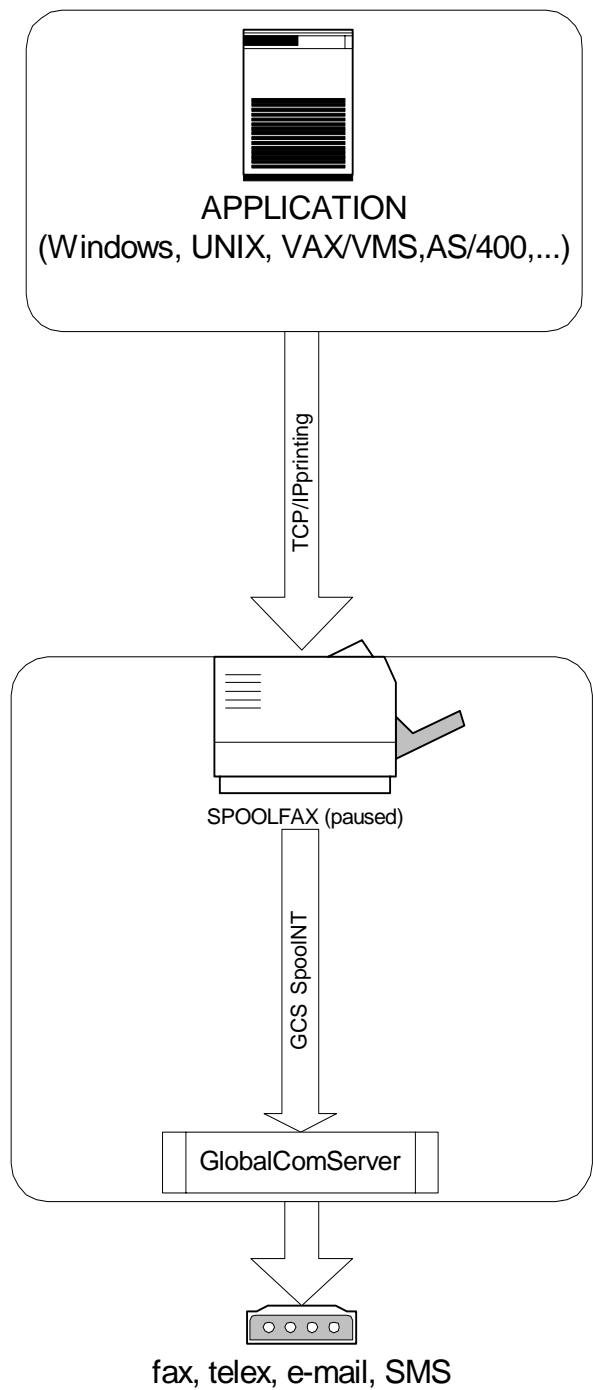
Presentation	32
Installation	32
Creating a macro MAILINGWORDSPPOOLNT	32
Use.....	32
Creating the database source	32
Creating a form letter	32
Send by GlobalComServer	32

PRESENTATION



This manual is designated to the system administrator responsible for installation, configuration and maintenance of GCS SpoolNT.
Knowledge of Microsoft Windows NT® or Windows 2000® is recommended.

GCS SpoolNT allows you to send fax, e-mail, SMS and telex from any application that can use **remote printing**.
A virtual printer named SPOOLFAX installed on the GlobalComServer platform allows to get outgoing documents, extract information used for message processing.
This printer remains always paused.



PRE-REQUIREMENTS

GCS SpoolNT must be installed on a Windows NT 4.0 (SP4 minimum) or Windows 2000 (SP1 minimum).

GlobalComServer platform must be installed.

You must have licence key for GCS SpoolNT and the protection key must be modified.

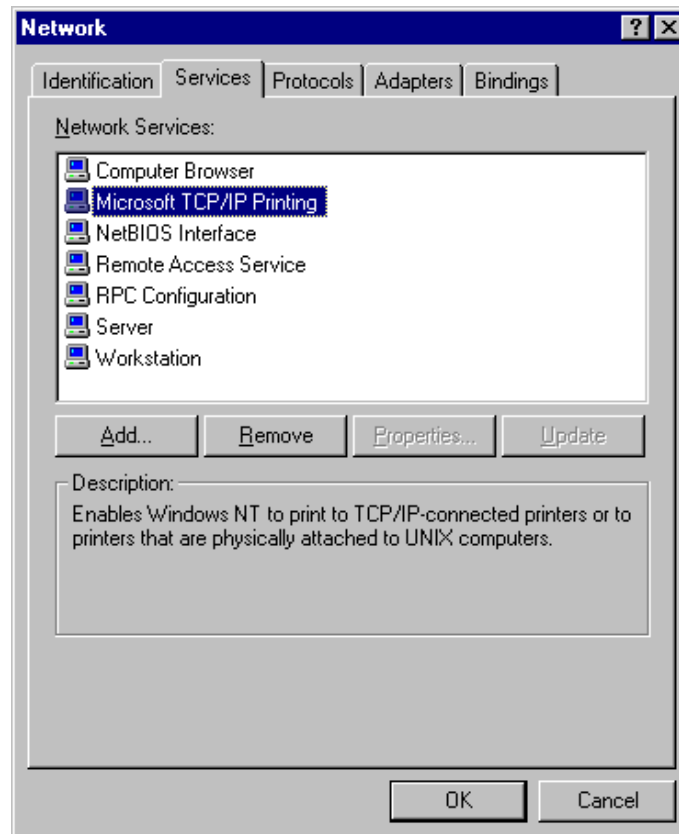
Following requirements are necessary if you print from non Windows systems (UNIX, VAX/VMS, AS/400,...)

Installing Microsoft TCP/IP service on the GCS platform

Windows NT 4.0

Open the **Network neighborhood** properties in the **Control Panel**.

Click on the **Services** tab and check that you have **Microsoft TCP/IP Printing**.



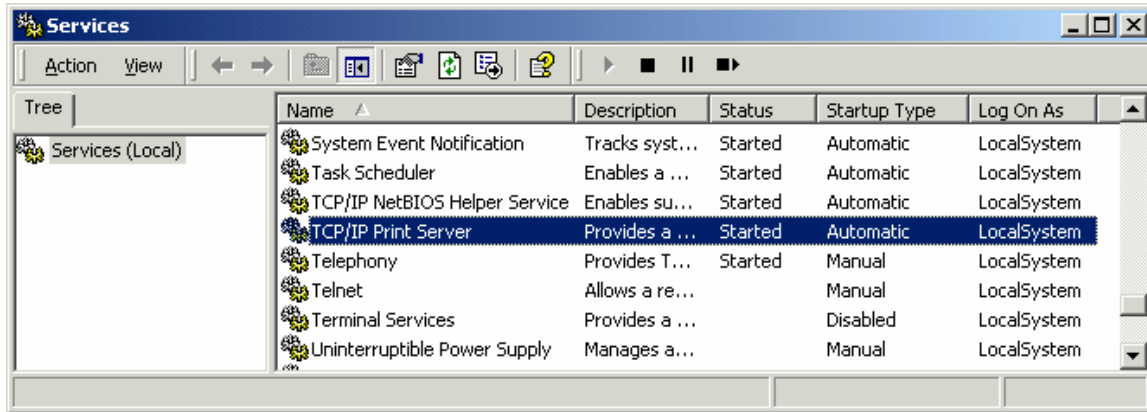
If this service is missing, install it by clicking on **Add** then select **Microsoft TCP/IP Printing**. (You will need the NT setup CD-rom)

ATTENTION: after installation, don't forget to configure the **Microsoft TCP/IP Printing** service in automatic startup (by default, it's manual startup).

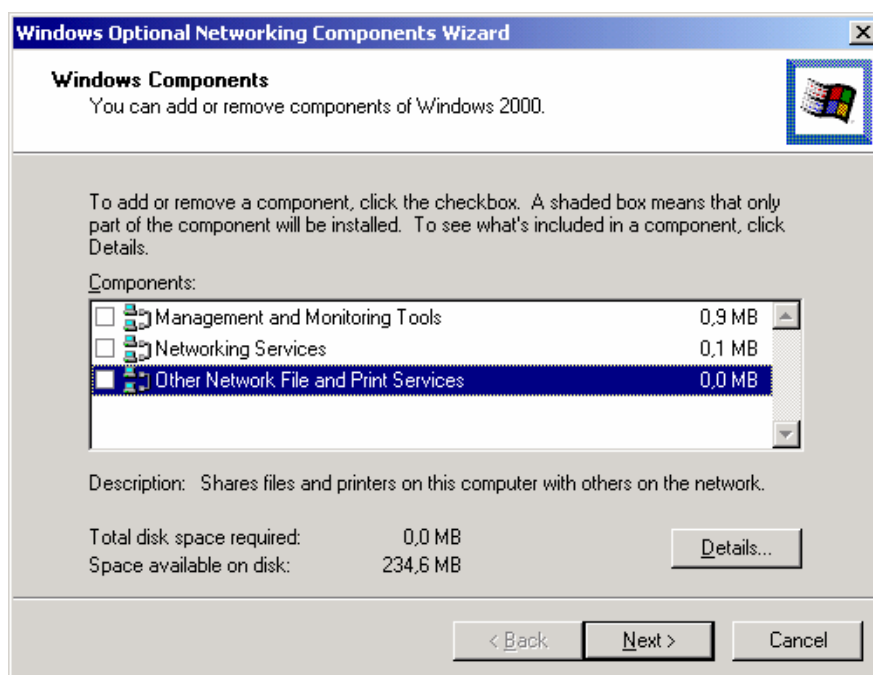
Windows 2000 and 2003

Open the **Administrative Tools** in the **Control Panel**.

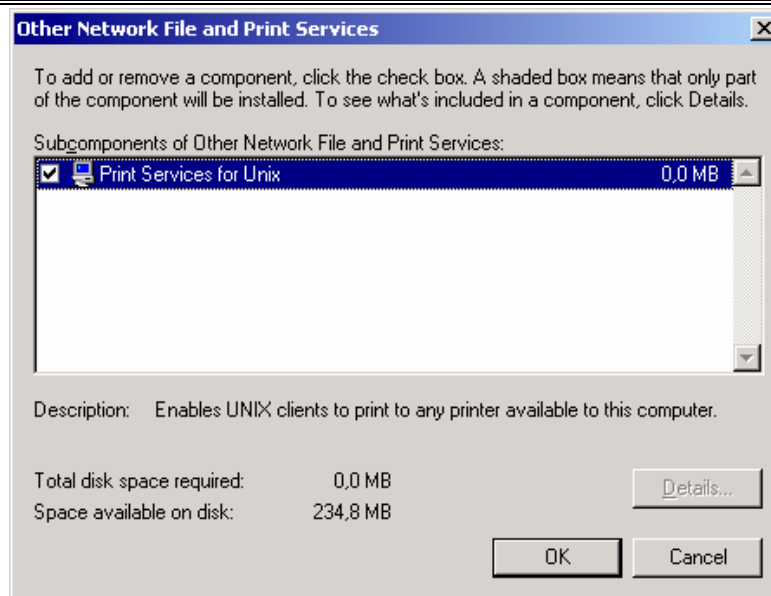
Double-click on **Services** and check that you have **Microsoft TCP/IP Server**.



If this service is missing, install it by double-clicking on **Network and Dial-up Connections** in the **Control Panel**, then select the menu **Advanced** and **Optional Networking Components**.



Select **Other Network Files and Print Services**, then click on button **Details**.



Check **Print Services for Unix** and click on button **OK**.

Click on button **Next** to finish the installation.

ATTENTION : after installation, don't forget to configure the **Microsoft TCP/IP Server** service in automatic startup.

RAW mode

Once **Microsoft TCP/IP Server** is installed **and after rebooting your machine**, run the **registry editor** (**Start** → **Run** → write **REGEDIT** and press **Enter**).

Open

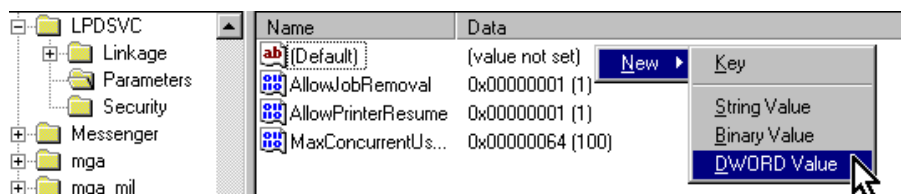
HKEY_LOCAL_MACHINE\System\CurrentControlSet\Services\LPDSVC\Parameters

Add the following value :

Type : **DWORD**

Name : **SimulatePassThrough**

Value : **1**



Close the **registry editor** when finished.

Restart Windows for this change to take effect.

This modification is available for all installed printers using the **Microsoft TCP/IP Server** service.

INSTALLATION

Installing GCS SpoolNT

For the installation, please consult the documentation [GCS-installation](#).

The installation creates automatically the **SPOOLFAX** printer shared with the name **SPOOLFAX**.

The GlobalComServer server is installed under a root %GCSSrvPath%, shared in TRAFIC or TRAFIC\$ following the platform version.

The default root is C:\Program Files\AVM Informatique\GlobalComServer for a new installation.

HOW TO USE GCS SPOOLNT

To send a message, you just have to create a document and print it on the **SPOOLFAX** printer. There are 2 ways to use the GCS SpoolNT module and transmit general information on sender, recipients,... :

- these informations are in the printed document name
- these informations are in a header included in the printed document

These 2 methods are available, the first one have priority.

Header method

This header is defined in the file `%GCSSrvPath%\Traffic$\Etc\Spoolnt.ini` in the section "syntax" ; after installation, a default header is configured.

It is possible to change this header defined in the configuration file to adapt it to your documents : please consult us.

After each change, you must restart the service "AVM – GCS SPOOLNT".

a) Default header

The following field is mandatory in the header:

"t: *address*" Mandatory field (fax or e-mail or SMS or telex)

You can add the following fields:

"e: *sender's name*" optional field (empty by default)

"d: *recipient's name*" optional, empty by default

"a: *SP*" optional, an existing GlobalComServer user ID (SP by default)

"j: *subject*" optional (max. 70 characters without "m:")

"u: *sender's e-mail*" optional, to receive acknowledgements in your mailbox without being declared as a user in the GlobalComServer administration.

"c: *recipient's company*" optional

"l: *cover page name*" optional (*)

"h: *time to send*" optional, format hhmm

"p: *modem n° / modem n°*" optional, to reserve a range of modems

"r: *priority*" optional, assign a priority to the message (used if the sender has the right to change his default priority)

0 -> High

1 -> Normal

2 -> Low

"n: *choice*" optional, acknowledgement depending on the message status

1-> no acknowledgement if the message is OK

2-> no acknowledgement if the message is ER

3-> no acknowledgement if the message is OK or ER

("n:1" or "n:2" or "n:3")

"m:"	optional, to insert a carriage return to every line if you have files containing OD only instead of OD OA (Hex value) Valid with UNIX.
"o: <i>fax origin</i> "	optional, if you do not include the field "o:" and a value for it, the origin will be SPOOLFAX by default.
"z:"	optional, indicate the end of each document in a global spool file containing several ASCII messages (insert this field at the end of each document)
"mailing:" recipients	optional, indicate that the document must be sent to several recipients

Warning:

The "mailing:" field must be located at the header beginning and the couples "d: *recipient's name*" and "t: *address*" must end the header.

- (*) The .pcl files must be in %GCSSrvPath%\traffic\$\logo
With no indication, the **Default** cover page is used.

**If the cover page name starts with @, then it is considered as an overlay
The header fields should be written using a non-true type font such as: CG-Times, Courier...**

b) Header configuration for spool splitting and advanced header mode

The section « tag » allows to split a PCL spool file in several documents that will be sent individually.

It contains strings that must be present on each document page and strings that must be present on each final document page : « text_page_x=y,z » et « end_x=y,z »

x=0 to 49

y=0 or 1 : if 0 the text is kept, if 1 the text is deleted, if 2 the z string is kept

z=string

To use it, please consult us.

The section « syntax », filled by default after the installation, allows to define the strings containing the general information on sender, recipients,... : x=y,z,u

x=string just before information value

y=0 or 1 : if 0 the text is kept, if 1 the text is deleted, if 2 the z string is kept

z=string indicating information value

u=string just after information value

This section allows to adapt the configuration to your documents, avoiding to modify them : to use it, please consult us.

Document name method (advanced method)

By this way, you can transmit following information :

Recipient's address

Syntax : -T=address

Recipient's name

Syntax : -D=recipient

Sender's name

Syntax : -E=sender

Cover page or overlay

Syntax : -L=logo

Attached file name (sending by e-mail)

Syntax : -A=attached file name

Examples :

- If you print a file named « -T=0033472399169-D=AVM-E=M. Smith-L=logo1-document Word.doc »,

The document will be sent by M. Smith to AVM by fax at 0033472399169 with cover page « logo1 »

- If you print a file named « -T=gcs@avm-informatique.com-D=AVM-E=M. Smith-A=ORDER-= document Word.doc »

The document will be sent by M. Smith to AVM by e-mail at gcs@avm-informatique.com, the mail will contain an attached TIF or PDF file (following the e-mail line settings) named ORDER .TIF or ORDER.PDF.

The syntax (-T=, -D=, -E=,...) is defined in the file

%GCSSrvPath%\Trafic\$\Etc\Spoolnt.ini in the section « filename_syntax » ; after setup, the values listed above are configured by default.

It is possible to change this header defined in the configuration file to adapt it to your documents : please consult us.

After each change, you must restart the service "AVM – GCS SPOOLNT".

GCS SpoolNT - Quick test

AVM – GCS SpoolNT and AVM – GlobalComServer services must be running.

Check if you have the file **test.txt** in the folder **%GCSSrvPath%\Trafic\$\Trace**.

Open an MS-DOS window and position yourself in **%GCSSrvPath%\trafic\$\trace** and then enter the following command:

COPY TEST.TXT \\Machine_name\Spoolfax

A document appears in the **SPOOLFAX** queue and disappears.

After a few seconds, the message is in the GlobalComServer administration outbox.

Notes

SPOOLFAX must be always in pause printing mode.

GCS SpoolNT uses files from the spool folder (\WINNT\system32\spool\printers by default).

Documents in error stay in the spooler and are in a paused status.

Error spool

To resubmit a spool file in error, select the document in the spool queue and click on **resume**.

To cancel a spool file in error, select the document in the spool queue and click on **cancel**.

You can configure an automatic cleaning of error spool files (see later).

Trace parameters

GCS SpoolNT keeps a trace of sent messages. These traces are in a file containing several lines for each pool file.

The file `%GCSSrvPath%\Trafic$\Log\0.SPOOLNT.LOG` contains all accepted or refused spooled files.

It is renamed in `0.SPOOLNT.LOG.SAV` if its size is more than 3 Mb.

Spoolnt.ini, configuration file

This file is in `%GCSSrvPath%\Trafic$\etc.`

CLEANING section

The **[cleaning]** section contains parameters to purge automatically the documents in error in the **SPOOLFAX** printer.

Parameters :

day=x delete documents in error older than x days.

number=y max. documents in error (at the same time).

OPTIONS section

The **[options]** section is used to configure some options.

Parameters :

printer=name allows to define a printer name other than SPOOLFAX (SPOOLFAX is by default).

ansi=0 ou 1 allows to enable the ASCII characters conversion in the Windows symbol set (0 by default).

SYNTAX section

The **[syntax]** section is used to configure the mapping between fields in the printed document and fields managed by GlobalComServer application. Here are the most used fields.

[syntax]

;beginning to scanner=0 or 1 or 2 (don't remove or remove or remove header),header in the h* file,end to scan

"c: =1,/company=,"

"d: =1,/d=,"

"e: =1,/s=,"

"f: =1,/f=,"

"g: =1,/ALIAS=,"

"h: =1,/t=,"

"i: =1,/E-ADRESSE=,"

"j: =1,/sujet=,"

"k: =1,/E-ADRESSE=,"

"l: =1,/l=,"

"m: =1,,"

"n: =1,/NOSTATUS=,"

"o: =1,/v=,"

"s: =1,,"

"t: =1,/p=,"

"u: =1,/u=,"

FILENAME_SYNTAX section

The **[filename_syntax]** section is used to configure the mapping between fields in the printed document name and fields managed by GlobalComServer application. Here are the default used fields.

[filename_syntax]

-T=/p= → recipient's address (fax, e-mail, SMS or Telex)

-L=/l= → cover page or overlay

-D=/d= → recipient's name

-E=/s= → sender's name

-A=/attach= → attached file name in the e-mail (used if sent by e-mail)

To add other options, please consult us.

SENDING FROM UNIX (HP9000)

Thanks to your print manager, declare a remote printer named **SPOOLFAX**, its host being the GCS platform IP address.

To print, use the LP command with the parameter **-OBLD** (not -oraw).

-OBLD option allows spool-to-spool copy.

Example:

```
LP -DSPOOLFAX -OBLD EXAMPLE.TXT
```

SPOOLFAX : spool name on the UNIX machine
EXAMPLE.TXT : name of the file to print (it must contains the header)

SENDING FROM SAP

Under the OS (UNIX, NT,...), declare a remote printer named **SPOOLFAX**, its host being the GCS platform machine.

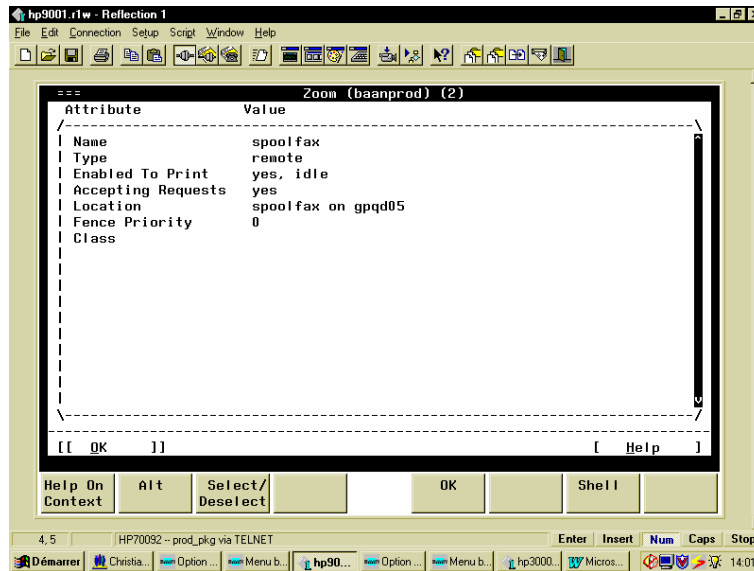
Then, define in SAP a printer pointing on this network printer (SPAD transaction) with the following information :

- type : HP LaserJet IIID
- host printer : \\GCS_machine_name_platform\spoolfax
- access method : C

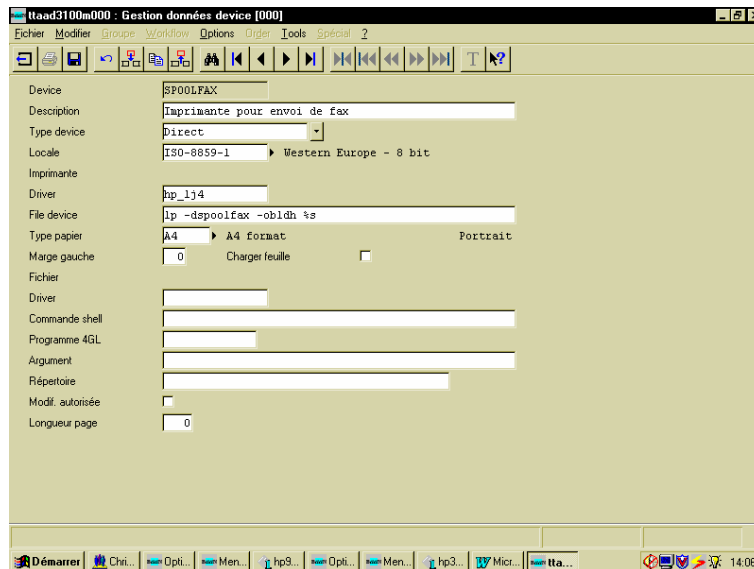
SENDING FROM BAAN

Defining a network printer on the Unix server

(With reference to the GCS platform)



Creating a direct printer in BAAN



SENDING FROM VAX

Creating a remote printer

VAXPrompt> Run UCX\$LPRSETUP

Command < add delete view help exit >: a

Enter printer name to add : spoolfax

remote local : remote

Enter printer synonym: spoolfax

Enter full file specification for spool directory ; Took

Default

SPOOLER DIRECTORY 'sd' : [SYS\$SPECIFIC:[UCX_LPD.SPOOLFAX]] ?

Set remote system name 'rm' [] ? NTSERVER

Set remote system printer name 'rp' [] ? spoolfax

Set printer error log file 'lf' [SYS\$SPECIFIC:[UCX_LPD]SPOOLFAX.LOG] ?

valid entry is :

'q' to quit (no more changes)

Symbol type value

```

----- ---- -----
Error log file   : lf   STR  /SYS$SPECIFIC/UCX_LPD/SPOOLFAX.LOG
Printer Queue   : lp   STR  SPOOLFAX
Remote Host     : rm   STR  NTSERVER
Remote Printer  : rp   STR  spoolfax
Spool Directory : sd   STR  /SYS$SPECIFIC/UCX_LPD/SPOOLFAX

```

Are these the final values for printer SPOOLFAX ? [y] y

Do you want to add comments to the printcap file [n] ? :

Do you want this procedure to start the queue [n] : yes

Creating execution queue: SPOOLFAX

Updating UCX\$LPD_STARTUP.COM

Updating UCX\$LPD_SHUTDOWN.COM

```

*****
* UCX$LPD_STARTUP.COM   UCX$LPD_PRINTCAP   *
*   and UCX$LPD_SHUTDOWN.COM               *
*   have been updated for this printer      *
*                                           *
* Set up activity is complete for this printer*
*****

```

Step five: Now you need to create the HOST entry for the RMS203 NT Server.

VAXPrompt> UCX

UCX> SET HOST ntserver/address=100.2.120.203

UCX> sho hosts

LOCAL database

```

Host address  Host name
100.2.1.3    ADADEV
100.1.1.2    ADARMSA
100.2.1.2    ADARMSB
100.2.120.203  ntserver

```

UCX>Exit

Step Six: Initialize the Que and send something to it
Vaxprompt> PRINT GOLIVE.TXT /QUE=SPOOLFAX
Job GOLIVE (queue CISTEST, entry 310) started on SPOOLFAX
Vaxprompt>

Job GOLIVE (queue SPOOLFAX, entry 310) completed
Vaxprompt>

Status program

Installation

Create the logical name AVM\$TOPFAX in a dedicated directory.
Example : DEFINE/SYS AVM\$TOPFAX: DISK1:[USER.TOPFAX]
Copy the file FAX_SUIVI.COM in this directory by FTP.
Put the file SEND.CSV in this directory by FTP.

Use

Execute the status program
\$ @AVM\$TOPFAX :FAX_SUIVI.COM

You get the following screen :

```

Suivi de TopFax
-----
Expéditeur   : *
Etat        : *
Destinataire : *
Télécopie   : *
-----
Date         | Expéditeur | Destinataire | Télécopie | INPI | Sujet | Etat
-----|-----|-----|-----|-----|-----|-----

```

Nom de l'expéditeur, *=Tous, S=Sortie

On start, the last sent messages contained in the file **SEND.CSV** will be integrated in the file **TOPFAX.DAT**. The file **SEND.CSV** will be renamed in **SEND.CSV_SAV**.

Enter your criteria :

Suivi de TopFax						
Expéditeur : *		Destinataire : *				
Etat : *		Télécopie : *				
Date	Expéditeur	Destinataire	Télécopie	NPISujet	Etat	
18/07 18h17	lgarelf	lessai	10472399169	11	OK	
18/07 18h13	lgarelf	Service Techniq	10472399169	21	OK	
18/07 17h53	lgarelf	Service Techniq	10472399169	21	OK	
18/07 17h01	lgarelf	Service Techniq	10472399169	21	OK	
18/07 16h50	lgarelf	Service Techniq	10472399169	11	OK	
05/05 17h26	lgarelf	ltest	10472399169	11	OK	
05/05 16h47	lgarelf	ltest	10472399169	11	OK	
05/05 16h17	lgarelf	ltest	10472399169	11	OK	
05/05 15h02	lgarelf	ltest	10472399169	11	OK	
06/01 17h28	PCG CORALY	PCG CORALY	19047247160	0IDBT2	ER	
29/12 18h34	PCG CORALY	PCG CORALY	19047247160	0IDBT2	ER	
29/12 18h32	PCG CORALY	PCG CORALY	19047247160	0IDBT2	ER	
29/12 18h30	PCG CORALY	PCG CORALY	19047247160	0IDBT2	ER	
18/11 12h31	SEBASTIEN MARIU	icrijlyon	10472770439	0ITEST VIA LOTUS	ER	

Entrée=Page suivante, A=Actualiser, R=Retour, S=Sortie

Sender	<ul style="list-style-type: none"> ↵ Sender's name or the first 15 characters ↵ [*] for everybody. In this case, the list displays the senders names ↵ [S] to quit program
Status	<ul style="list-style-type: none"> ↵ Status code : <li style="padding-left: 20px;">OK to display the successful sent messages <li style="padding-left: 20px;">ER to display the erroneous sent messages ↵ [*] for the 2 codes ↵ [R] to return back to the sender's name input ↵ [S] to quit program
Recipient	<ul style="list-style-type: none"> ↵ Recipient's name or the first 15 characters ↵ [*] for all recipients ↵ [R] to come back to the status code input ↵ [S] to quit program
Fax	<ul style="list-style-type: none"> ↵ Recipient's fax ↵ [*] for all numbers ↵ [R] to come back to the recipient's name input ↵ [S] to quit program
After page display	<ul style="list-style-type: none"> ↵ [Enter] to display the next page ↵ [A] to refresh the last sent faxes ↵ [R] to come back to the recipient's fax input ↵ [S] to quit program

The criteria are cumulatives. You can for example search all faxes sent by « **SMITH** », whose status is « **ER** », and whose recipients names begin by « **Mr BRO** ».

When there's no more faxes corresponding to the criteria, the message « End of file » is displayed on the bottom screen.

The « Refresh » function enables to integrate the last sent faxes, if a new file **SEND.CSV** has been generated in the directory **AVM\$TOPFAX**, and to display the list since beginning.

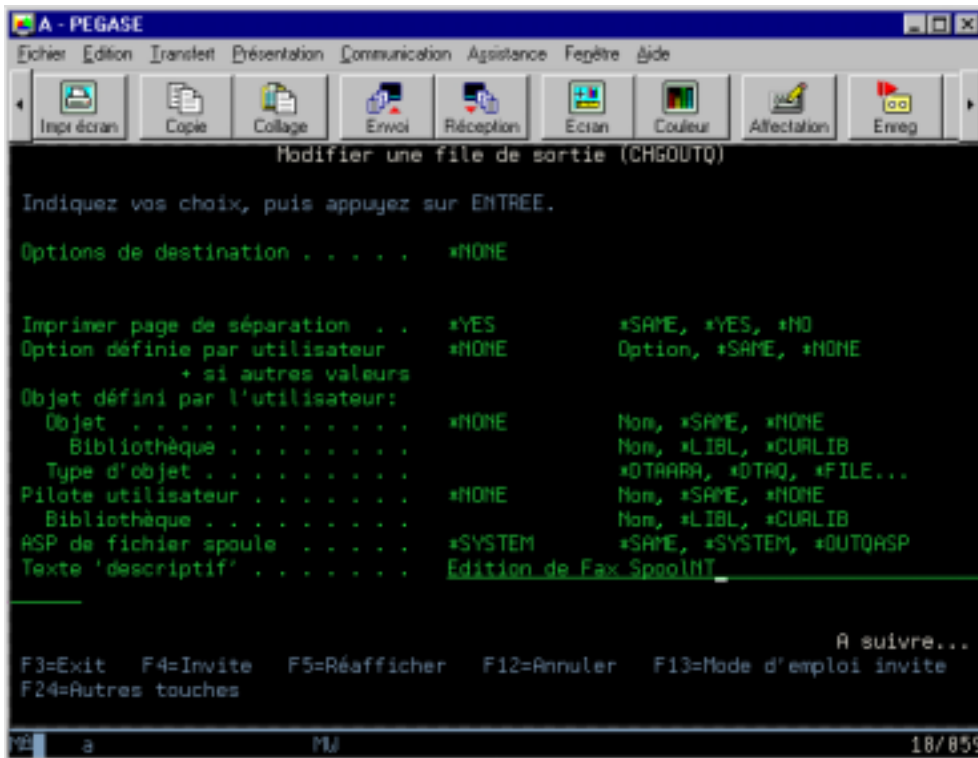
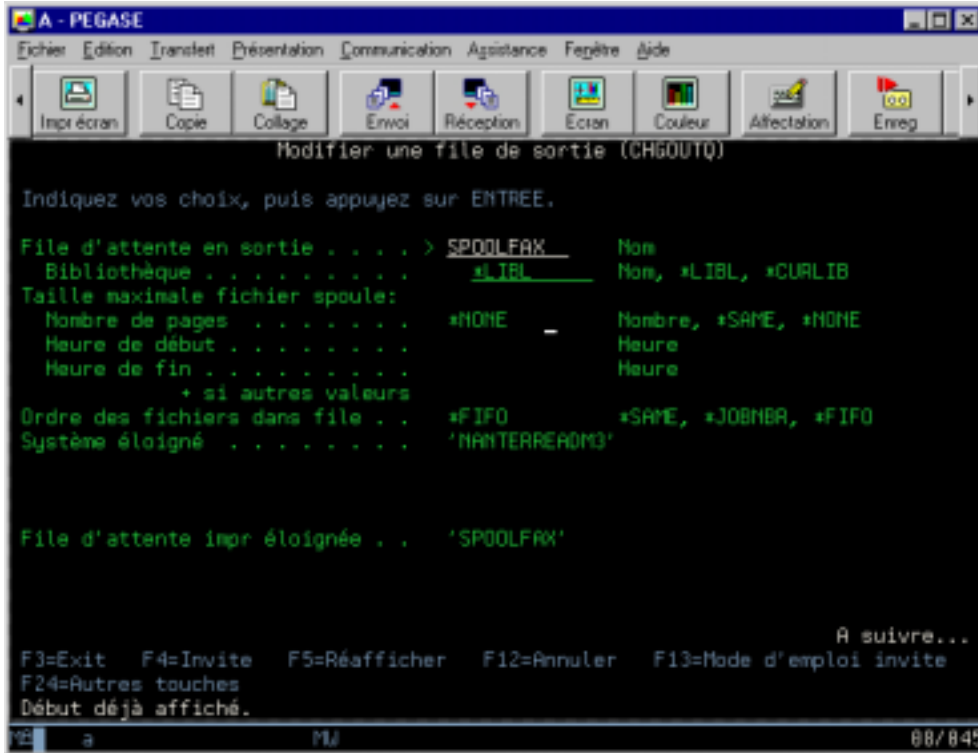
Suivi de TopFax					
Expéditeur : GAR		Destinataire : *			
Etat : *		Télécopie : *			
Date	IDestinataire	ITélécopie	INPI	Sujet	Etat
18/07	18h17 essai	104723991691	11		OK
18/07	18h13 Service Techniqui	104723991691	21		OK
18/07	17h53 Service Techniqui	104723991691	21		OK
18/07	17h01 Service Techniqui	104723991691	21		OK
18/07	16h50 Service Techniqui	104723991691	11		OK
05/05	17h26 test	104723991691	11		OK
05/05	16h47 test	104723991691	11		OK
05/05	16h17 test	104723991691	11		OK
05/05	15h02 test	104723991691	11		OK
17/11	18h38 test	*41	41		OK
17/11	18h34 essai	*41	11		OK
26/10	09h06 test	41	11		OK
26/10	09h05 essai	41	11		OK

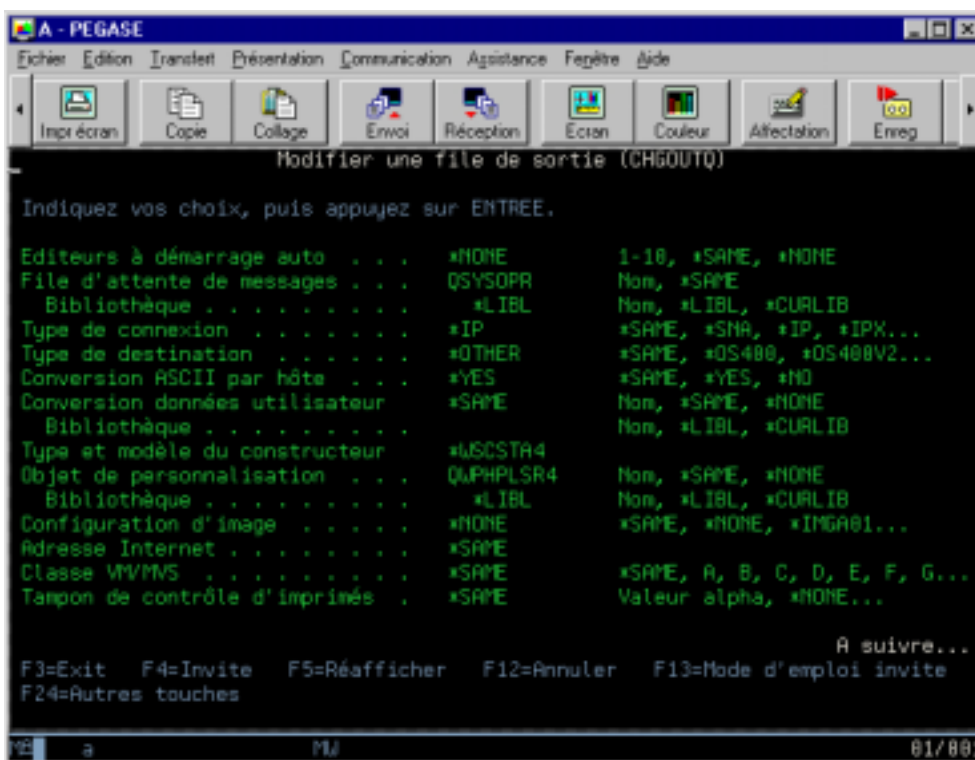
Fin de fichier atteinte : A=Actualiser, R=Retour, S=Sortie

Note that when the sender name is filled, the « Sender » column disappears and the « Subject » column becomes larger.

SENDING FROM AS/400

Installing a remote printer queue



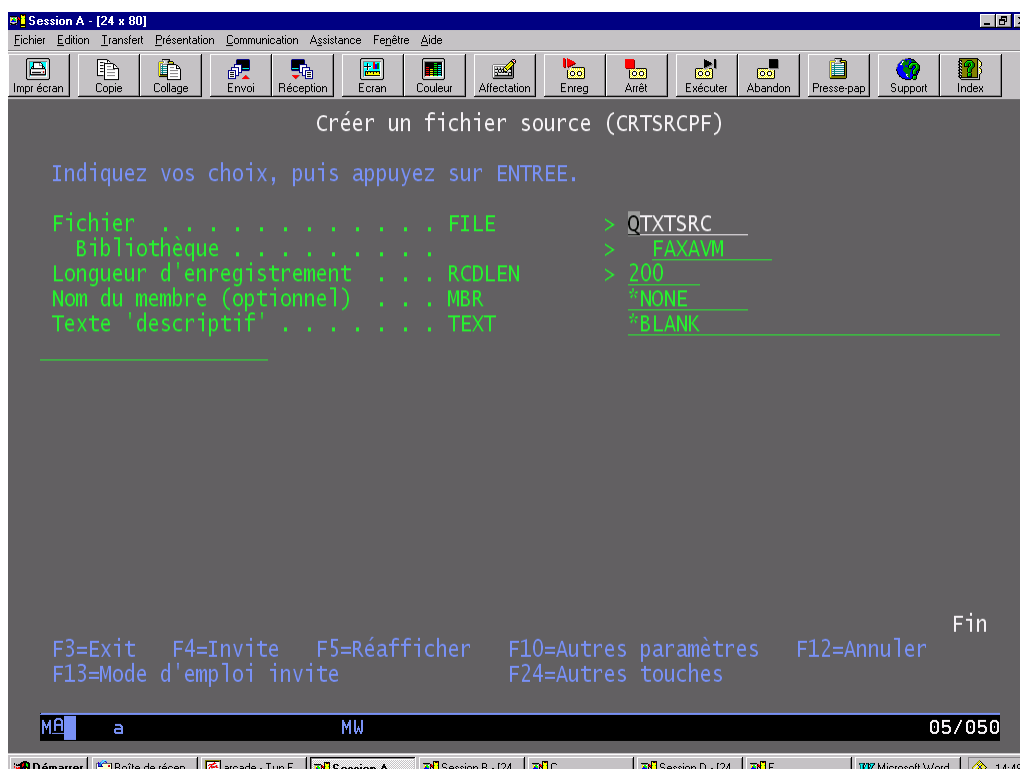


Printing object customizing

It is possible to customize a printing object, enabling to force the documents format (orientation, special fonts,...).

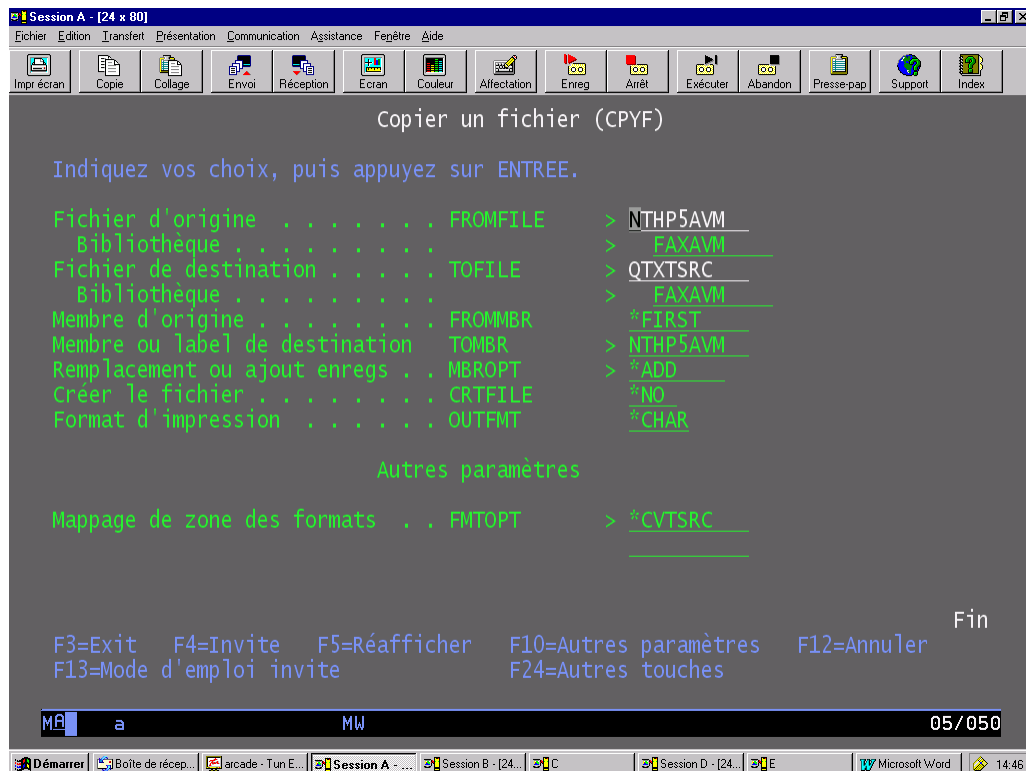
To create the customized object, you must do as follows.

- 1 - Copy the file on AS/400 where there are the user libraries, by the copy tools AS/400 - PC (see AS/400 administrator)
- 2 - Create a source file (in this case, it is named QXTSRC in the library FAXAVM with a record length of 200)



ATTENTION : don't forget to increase the records length, otherwise they will be truncated when integrated, and the customized PCL commands will not be used.

3 – Convert the text file in source file by using the CPYF command



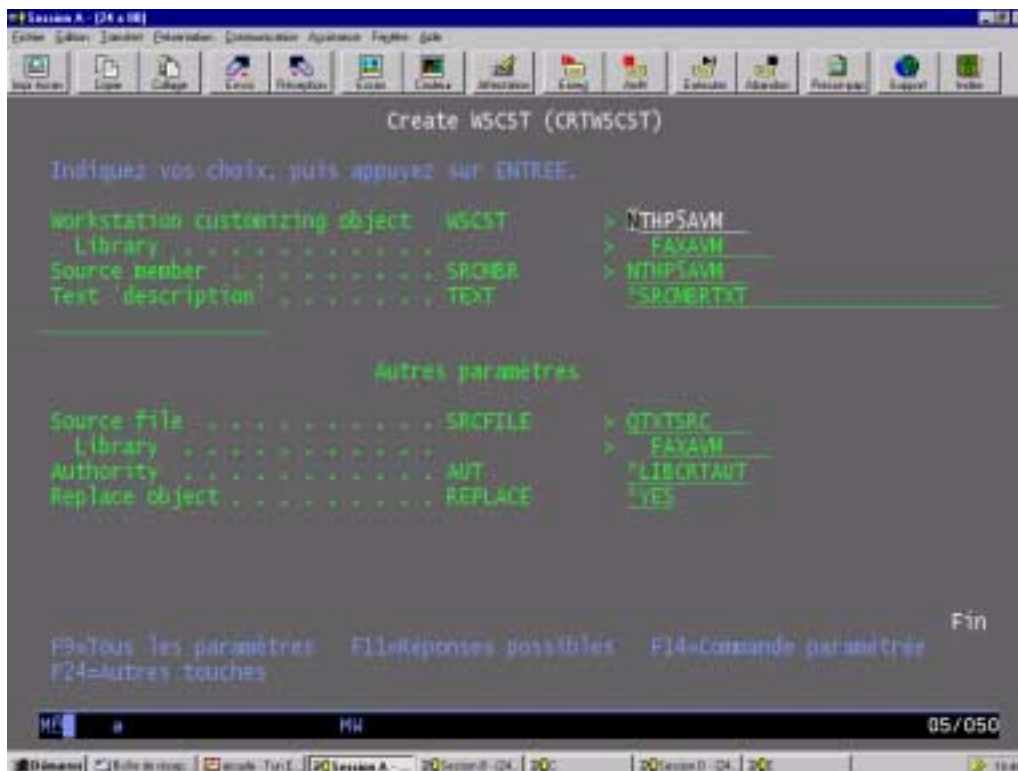
4 – Execute the CRTWSCSCT command by naming an AVM object with name NTHP5AVM (see AS/400 administrator)

This command is used to integrate the object in a public library, enabling to use it as customizing object of the remote outQ.

In this case, the object is named NTHP5AVM and is located in the FAXAVM library. The source is in the file QXTXSRC in the FAXAVM library.

Use of customizing object for Spoolfax printer driver

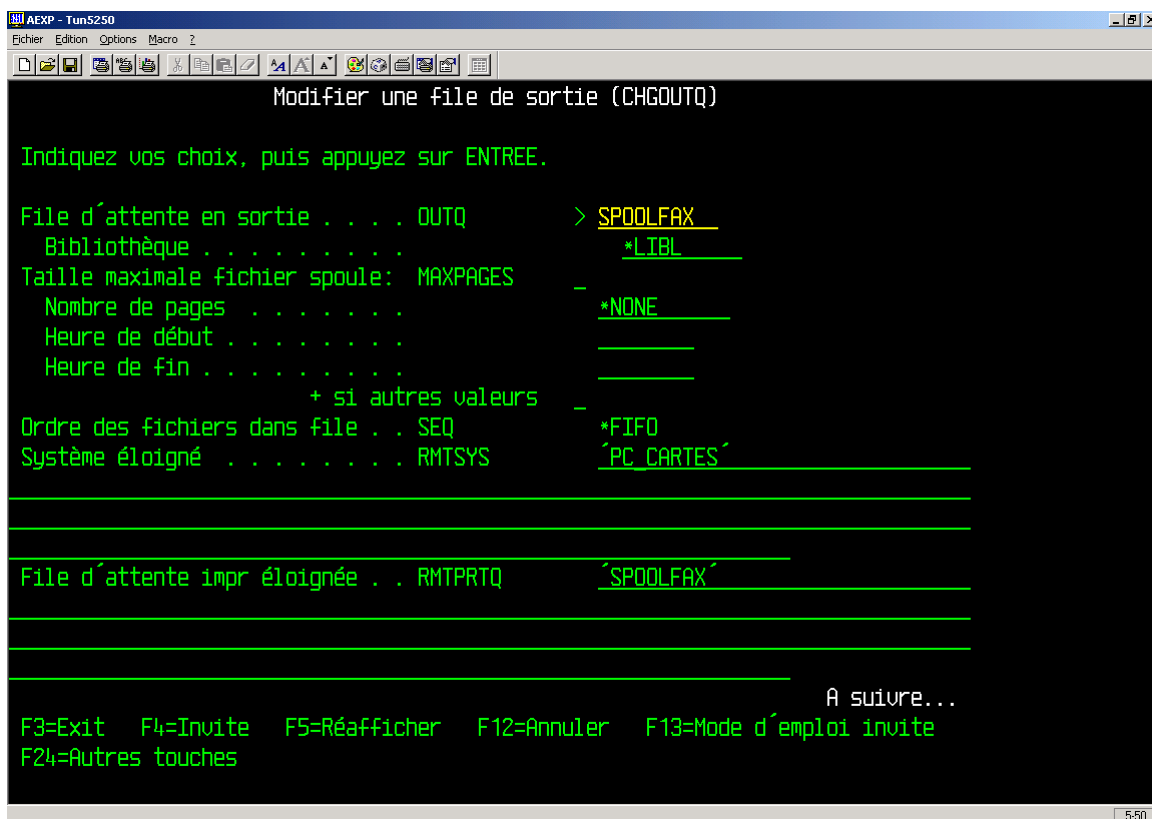
Use the CHGOUTQ command (Change Out Queue).



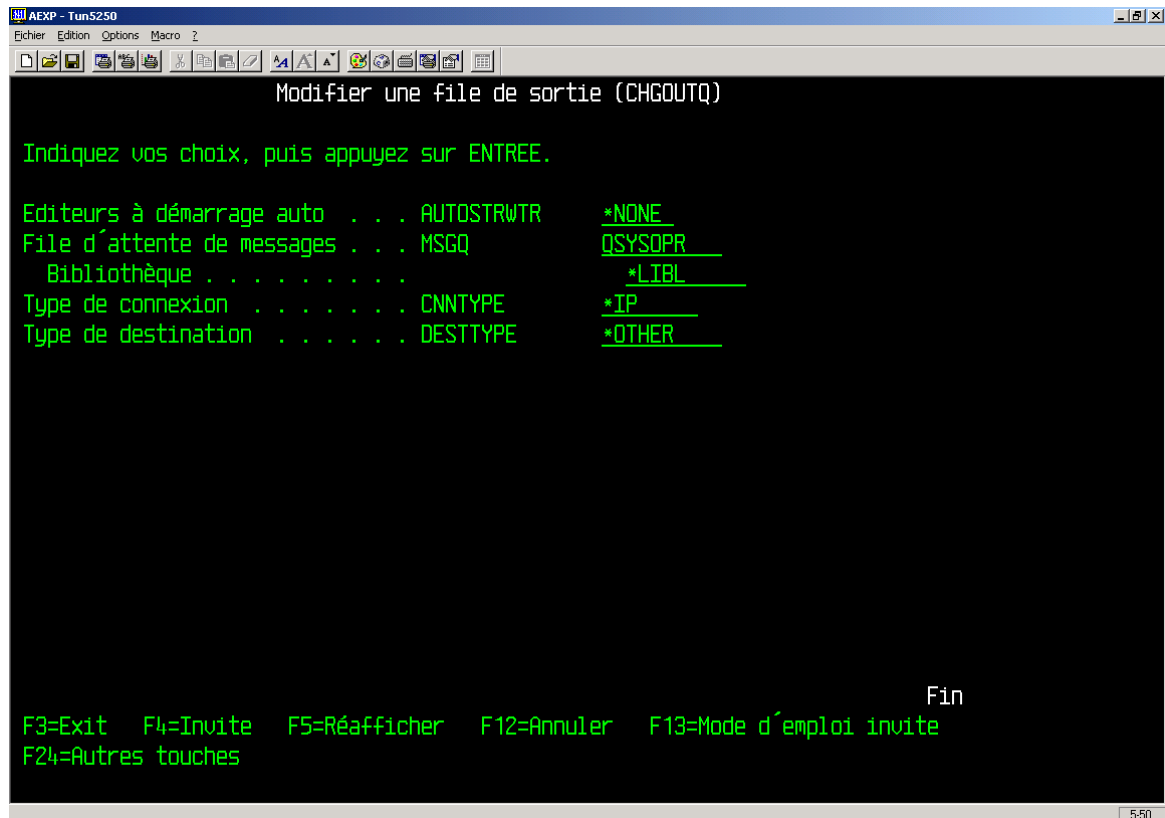
Create a new Remote OutQueue by using the general library (*LIBL).

Fill the RMTSYS parameter (remote system) with the name or IP address of the machine where has been installed the Spoolfax printer.

Fill the RMTPRTO parameter (remote print queue) with the Spoolfax printer share name.



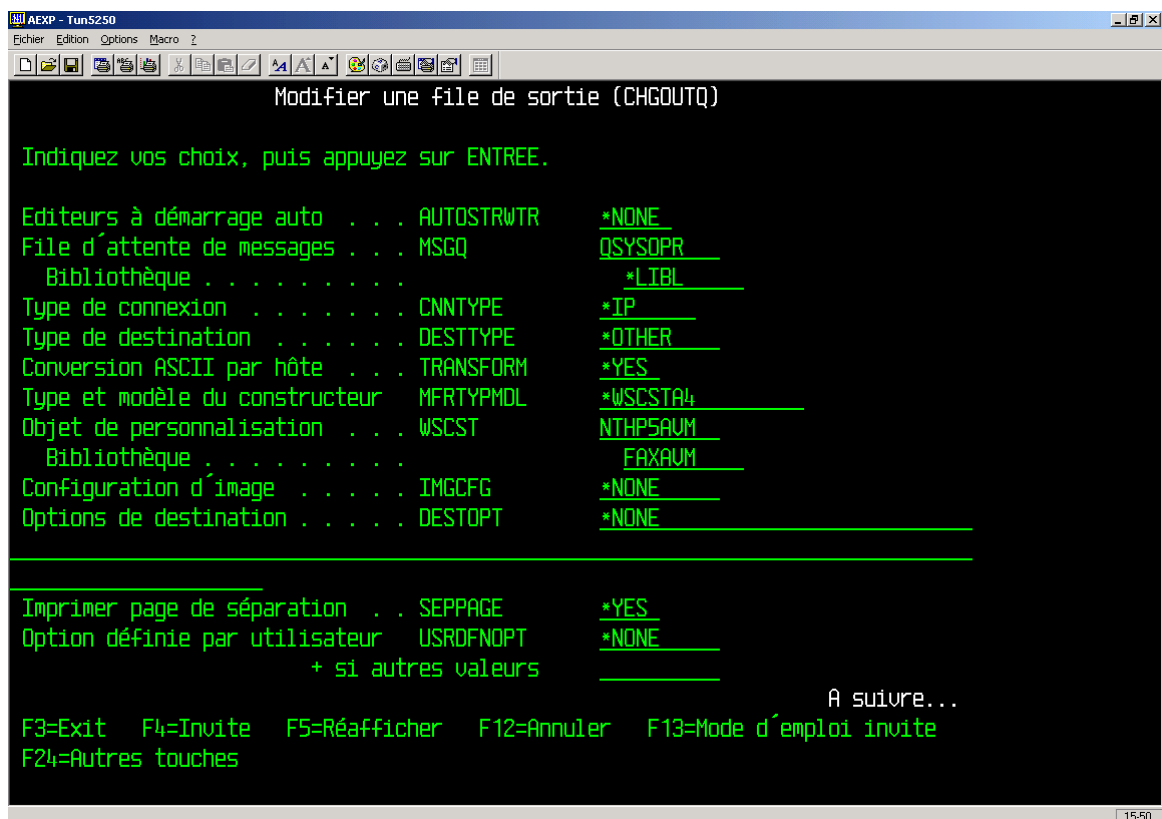
Fill the parameters with following values.



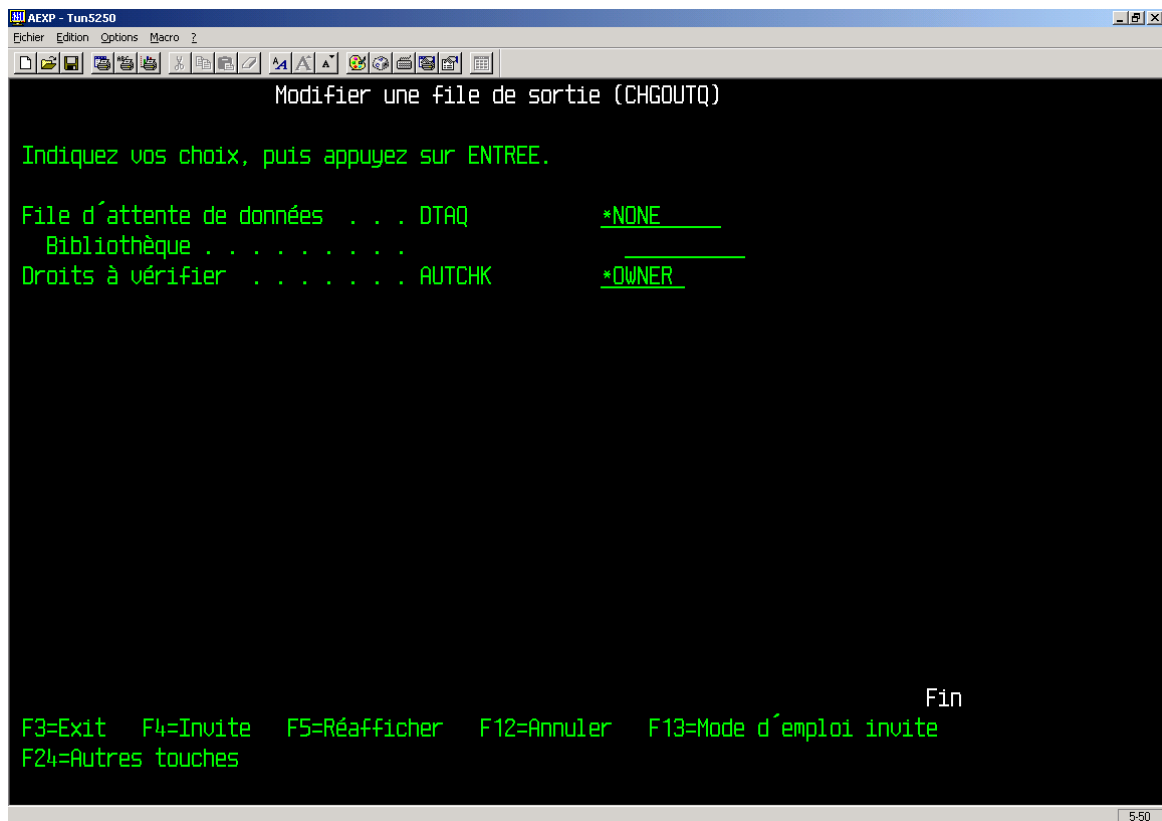
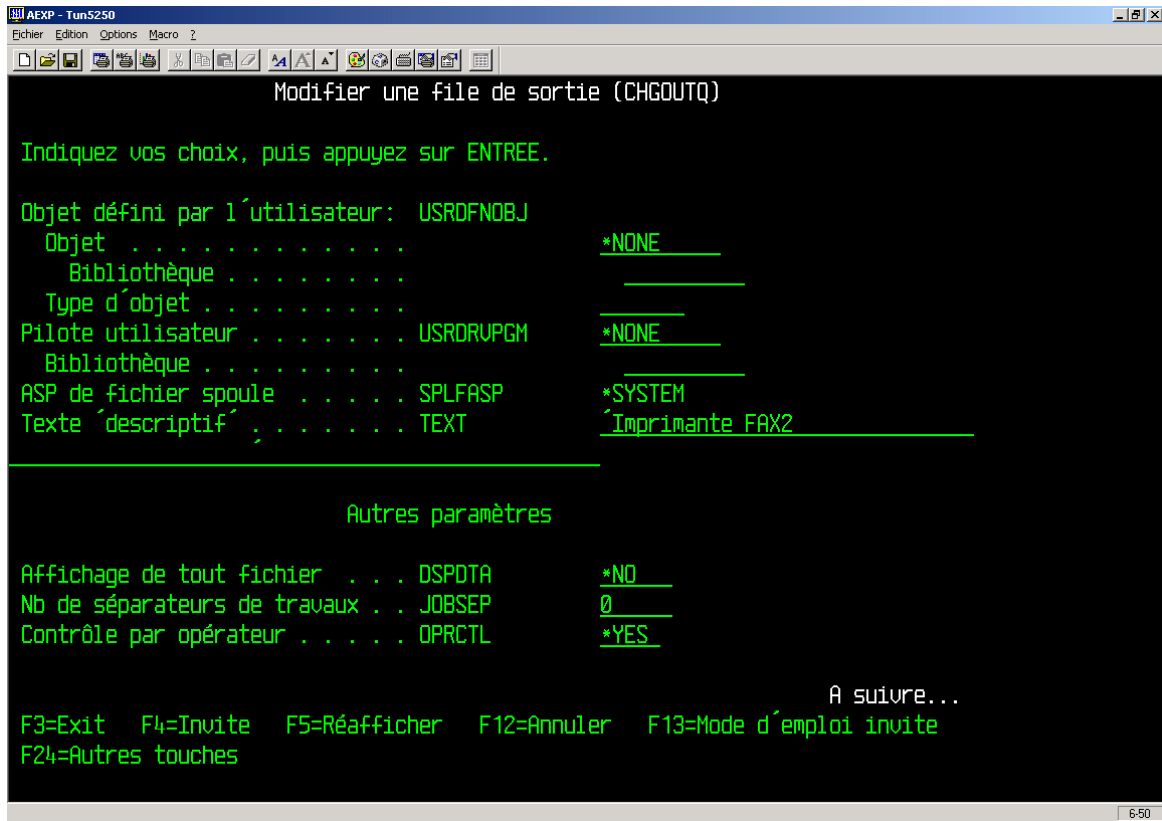
Confirm TRANSFORM option (ASCII conversion by host) with *YES.

Fill the MFRTYPMDL parameter (maker type and model) with *WSCSTA4.

Fill the WSCST parameter (customizing object) with the previous name : here NTHP5AVM, and fill the library name where it is situated on the AS/400.



Fill the description text.



The remote printing spool is then created.

After the creation of the Remote OutQ, don't forget to execute the command enabling to start it, otherwise the printing requests keep in wait state :

Command = STRRMTWTR (Start Remote Writer).

This command avoids creating a device linked to the queue (Remote OutQ).

When you want to change the Remote OutQ parameters, you must first stop it with the command ENDWTR (End Writer).

Then, you can change it with the command CHGOUTQ (Change OUTQ).

SENDING FROM WINDEV

Process to send GCS messages (Anomsoc, Anomdest, Anumfax, Asujet, Amessage, Atab_doc)

NumFic is an integer
 NomRep is a string
 NomFic is a string
 NomMes is a string
 Numero is an integer
 NomFax is a string
 RepDoc is a string
 NbrDoc is an integer

NbrDoc = Atab_doc..occurrence

// Creating the file message
 // -----

// Creating a temp folder in the current directory

NomRep = "temp\
 if frep(NomRep) = "" then frepcree(NomRep)

if Amessage <> "" then
 Numero = chrono("Robin_fax_"+Par_usefax)
 NomMes = "F"+Par_usefax+numeriqueverschaine(Numero, "05d")
 NumFic = fOuvre(NomRep+NomMes, focreation+FOEcriture)
 fecritligne(NumFic, Amessage)
 fFerme(NumFic)

fCopieFichier(NomRep+NomMes, Par_repfax+NomMes)
 fsupprime(NomRep+NomMes)

END

// Creating the « files to send » folder
 // -----

if minuscule(droite(Par_repfax, 4)) = "dep\
 RepDoc = gauche(Par_repfax, taille(Par_repfax)-4)+"Robin\
 else

RepDoc = Par_repfax+"Robin\
 END

if frep(RepDoc)="" then frepcree(RepDoc)

// Purging files older than a week
 // -----

NomFic = frep(RepDoc+"*.*")
 tantque NomFic <> ""
 if datedifference(fdate(RepDoc+NomFic), datesys())>7 then
 fsupprime(RepDoc+NomFic)

END

NomFic = frep("")

END

```
// Creating the H file
// -----

Numero = chrono("Robin_fax_"+Par_usefax)
Nomfic = "H"+Par_usefax+numeriqueverschaine(numero,"05d")
NumFic = fOuvre(NomRep+NomFic,focreation+FOECRITURE)
fecritligne(NumFic,"/V=Robin")
if Amessage <> "" then fecritligne(NumFic,"/F="+NomMes)
for i = 1 to NbrDoc
  NomFax = fextraitchemin(Atab_doc[i],ffichier+fextension)
  fcopiefichier(Atab_doc[i],RepDoc+NomFax) // Copy on the server the file to send
  fdate(RepDoc+NomFax,Datesys()) // updating the date for future purge
  fecritligne(NumFic,"/F="+RepDoc+NomFax)
end
fecritligne(NumFic,"/T="+Heuresys())
fecritligne(NumFic,"/S="+Par_nomuse)
if Par_Garfax = "" then Par_Garfax = "NOLOGO"
fecritligne(NumFic,"/PRIORITE=0")
fecritligne(NumFic,"/L="+Par_Garfax)
fecritligne(NumFic,"/SUJET="+Asujet)
fecritligne(NumFic,"/COMPANY="+Anomsoc)
fecritligne(NumFic,"/D="+Anomdest)
fecritligne(NumFic,"/P="+Anumfax)
fFerme(NumFic)

fcopiefichier(NomRep+Nomfic,Par_repfax+NomFic)
fsupprime(NomRep+Nomfic)
```

WORD MAILING (MAIL MERGE)

Presentation

It is possible to send by GCS SpoolNT a form letter created by Word, and merged with a database source (mail merge).

You must declare on the client machine a network printer pointing on the shared SPOOLFAX printer of the GCS platform.

Please contact us to get the Word mailing macro.

By default, the provided Word macro uses a local printer named **SPOOLFAX**, the fields **fax** and **name**.

It is possible to customize this macro to change these default values.

Installation

Creating a macro MAILINGWORDSPOOLNT

- 1) Open Word, click on the menu **Tools | Macro | Macros**
- 2) Enter the macro name (**MAILINGWORDSPOOLNT**) and click on **Create**
- 3) Delete all lines
- 4) With **copy-paste**, insert all code lines from the file containing the macro

Use

Creating the database source

- 1) Click on the menu **Tools | Mail Merge**
- 2) Click on **Create | Form Letters**, and click on **Active Window**
- 3) Click on **Get Data**
- 4) Select **Create Data Source**
- 5) In the area **field names in the header row**, change if necessary the fields list

Add a field fax and name.

- 6) Click on **OK**
- 7) Save the changes
- 8) Create the records in the database source by clicking on **Edit Data Source**
- 9) Fill the fields

The fields name and fax must be filled.

Creating a form letter

Create a Word document containing the fields.
Use the function **Merge Documents**.

Send by GlobalComServer

Click on the menu **Tools | Macro | Macros**

Click on **MAILINGWORDSPOOLNT** (macro name) and **Execute**

A dialog box appears with the total number of records in the database source

Click on **OK**

Let the process finish itself.