Search for a Batch Activity Review

Overview

The Property Accountability module Batch Activity Review process provides the ability to monitor and manage jobs that have been submitted for scheduled execution. The transactions submitted for processing are known as a Batch or a Scheduled Program. An example of a Batch process is a STK NBR Mass Change/Update. In this process, the STK NBR To and the STK NBR From type process creates a Batch transaction.

Navigation

Master Data > Batch ACTY Review > Batch Activity Review Search page

Procedures

Search for a Batch Activity

One or more of the Search Criteria fields can be entered to isolate the results. By default, all results are displayed. Selecting Reset *at any point of this procedure returns all fields to the default "All" setting.*

1. In the Search Criteria panel, narrow the results by entering one or more of the following fields.

- Use the icon to select the Submit START DT, or enter the date (MM/DD/YYYY) in the field provided.

Note

The Submit START DT and Submit END DT are mandatory fields. A Date Range is mandatory when searching for a Batch or Scheduled Process.

- Use ⬛ to select the Submit END DT, or enter the date (MM/DD/YYYY) in the field provided.

2. Select **Search**. *The* **Batch Activity Review Search Results** *page appears.*

Batch Activity Review

Process Status	All			*Submit End Dt	01/10/2024	
*Submit Start Dt	01/10/2017					

Delete	Process	Status	Prc Nbr	Submit Dt/Time	Sched Dt/Time	Start Dt/Time	End Dt/Time
	WPSAB48 BATCH PROCESSES FOR ARMY AA LEAD	Process Completed	47184	11/14/2023 09:48:47		11/14/2023 09:48:48	11/14/2023 09:48:48
	WPSAB48 BATCH PROCESSES FOR ARMY AA LEAD	Process Completed	47183	11/14/2023 09:48:26		11/14/2023 09:48:47	11/14/2023 09:48:48
	WPACN13 BATCH PROCESSES FOR DFAS ADP	Process Completed	47060	04/27/2023 09:50:53		11/14/2023 09:48:47	
	WPACN13 BATCH PROCESSES FOR DFAS ADP	Process Completed	47063	06/26/2023 18:05:30		11/14/2023 09:48:47	
	WPUTB34 BATCH PROCESSES FOR NAVY NC SEA	Process Completed	47181	09/21/2023 12:47:46		11/14/2023 09:47:59	
	WPUTB34 BATCH PROCESSES FOR NAVY NC SEA	Process Completed	47180	09/21/2023 12:33:56		11/14/2023 09:47:59	
	WPUTB34 BATCH PROCESSES FOR NAVY NC SEA	Process Completed	47179	09/21/2023 11:24:39		11/14/2023 09:47:59	
	WPUTB34 BATCH PROCESSES FOR NAVY NC SEA	Process Completed	47178	09/21/2023 11:24:22		11/14/2023 09:47:59	
	WPSAB18 BATCH PROCESSES FOR NAVY NC SEA	Process Failed	29938	12/03/2018 15:38:53		10/08/2022 04:05:01	
Delete	WPSAB18 BATCH PROCESSES FOR NAVY NC SEA	Submitted by User	29944	04/12/2019 09:13:53	01/25/2023 13:12:26		

1 2 3 4

| Cancel | Search |

Search for a Batch Activity — Results

Navigation

Master Data > Batch ACTY Review > Search > **Search** > Batch Activity Review (Search Results) page

Procedures

Selecting **Cancel** *at any point of this procedure removes all revisions and closes the page.*

Delete a Batch Activity

Select the Delete hyperlink. *The Batch Activity is removed from the Search Results grid.*

> **Helpful Tip**
>
> A transaction that is processed cannot be canceled; however, a transaction that has not been processed can be deleted from the batch queue.

View the Batch Activity Review Transaction Status

Select the Status hyperlink. *The* **Batch Activity Review Transaction Status** *page appears.*