



# FactoryTalk AssetCentre Utilities User Manual

Version 13.00.00



# Important User Information

Read this document and the documents listed in the additional resources section about installation, configuration, and operation of this equipment before you install, configure, operate, or maintain this product. Users are required to familiarize themselves with installation and wiring instructions in addition to requirements of all applicable codes, laws, and standards.

Activities including installation, adjustments, putting into service, use, assembly, disassembly, and maintenance are required to be carried out by suitably trained personnel in accordance with applicable code of practice.

If this equipment is used in a manner not specified by the manufacturer, the protection provided by the equipment may be impaired.

In no event will Rockwell Automation, Inc. be responsible or liable for indirect or consequential damages resulting from the use or application of this equipment.

The examples and diagrams in this manual are included solely for illustrative purposes. Because of the many variables and requirements associated with any particular installation, Rockwell Automation, Inc. cannot assume responsibility or liability for actual use based on the examples and diagrams.

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Throughout this manual, when necessary, we use notes to make you aware of safety considerations.



**WARNING:** Identifies information about practices or circumstances that can cause an explosion in a hazardous environment, which may lead to personal injury or death, property damage, or economic loss.

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**ATTENTION:** Identifies information about practices or circumstances that can lead to personal injury or death, property damage, or economic loss. Attentions help you identify a hazard, avoid a hazard, and recognize the consequence.

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**IMPORTANT:** Identifies information that is critical for successful application and understanding of the product.

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Labels may also be on or inside the equipment to provide specific precautions.



**SHOCK HAZARD:** Labels may be on or inside the equipment, for example, a drive or motor, to alert people that dangerous voltage may be present.

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**BURN HAZARD:** Labels may be on or inside the equipment, for example, a drive or motor, to alert people that surfaces may reach dangerous temperatures.

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**ARC FLASH HAZARD:** Labels may be on or inside the equipment, for example, a motor control center, to alert people to potential Arc Flash. Arc Flash will cause severe injury or death. Wear proper Personal Protective Equipment (PPE). Follow ALL Regulatory requirements for safe work practices and for Personal Protective Equipment (PPE).

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The following icon may appear in the text of this document.



**Tip:** Identifies information that is useful and can help to make a process easier to do or easier to understand.

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Rockwell Automation recognizes that some of the terms that are currently used in our industry and in this publication are not in alignment with the movement toward inclusive language in technology. We are proactively collaborating with industry peers to find alternatives to such terms and making changes to our products and content. Please excuse the use of such terms in our content while we implement these changes.

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## Overview

To help you perform operations that are outside of the capabilities present in the FactoryTalk® AssetCentre client, an array of utilities are available for specific tasks. This manual introduces the utilities and how to use them.

The following list shows the utilities by categories and what they are used for.

### System reporting utilities

- [FactoryTalk AssetCentre Archive Activity Reporting Utility on page 6](#)  
Perform historical activities reporting on a FactoryTalk AssetCentre archive.
- [FactoryTalk AssetCentre Log Reporting Utility on page 7](#)  
Perform historical reporting on FactoryTalk AssetCentre Audit, Event, or Diagnostics and Health Logs.
- [FactoryTalk AssetCentre Asset Tree Reporting Utility on page 8](#)  
Perform reporting on asset properties, asset number, and so forth of a FactoryTalk AssetCentre asset tree.
- [FactoryTalk AssetCentre Database Version Determination Utility on page 8](#)  
Determine the version of the FactoryTalk AssetCentre database on the system.

### System cleanup utilities

- [FactoryTalk AssetCentre Log Cleanup Utility on page 13](#)  
Remove accumulated Event, Audit, or Diagnostic and Health logs that are no longer useful from the database.
- [FactoryTalk AssetCentre Archive Cleanup Utility on page 14](#)  
Remove accumulated versions of archived files that are no longer useful from the database.

### Data extraction utilities

- [FactoryTalk AssetCentre Archive Extractor Utility on page 17](#)  
Perform a Get operation on the latest or pinned version of each archived file in the event of system failure.
- [FactoryTalk AssetCentre Event Log Attachment Extractor Utility on page 20](#)  
Extract log file attachments of the last run event task in the event of system failure.

### Asset management utilities

- [FactoryTalk AssetCentre Import Export Utility on page 23](#)  
Create a mass of new assets, import assets with customized properties, and edit or duplicate assets of an asset node.
- [FactoryTalk AssetCentre Abandoned Assets Cleanup Utility on page 32](#)  
Discover assets that have an invalid hierarchical parent listed and recover them in the asset tree.
- [FactoryTalk VersionWorks Import Utility on page 33](#)  
Import VersionWorks projects into the FactoryTalk AssetCentre asset tree as binders.

## FactoryTalk AssetCentre Archive Activity Reporting Utility

While the client offers information on all archived files, it is possible to perform broader analysis of the archive contents using SQL Server®, including historical archive activity and archive asset types. Use the Archive Activity Reporting Utility to perform historical reporting on a FactoryTalk AssetCentre archive, outside of the capabilities present in the FactoryTalk AssetCentre client. The utility can be used to install a SQL Server view into the AssetCentre database on the system's SQL Server. It automatically configures and creates the SQL Server view,

rpt\_ArchiveActivityLog, in the AssetCentre database. Using the newly installed view, you can query and potentially export information on the entire archive's contents.

### How to find the utility

1. Sign in to [Rockwell Automation Knowledgebase](#), and then search Knowledgebase Document ID: [IN24014 - Historical Reporting on a FactoryTalk AssetCentre Archive](#).
2. In the **Attachments** section, download ArchiveActivityLogView.sql.

### To perform historical reporting on a FactoryTalk AssetCentre archive

1. Put the utility on the SQL Server computer.
2. Double-click **ArchiveActivityLogView.sql**.
3. If the SQL Server management tool is not open, when the **Connect to Database Engine** dialog box shows, verify the server name and authentication, and then click **Connect**.
4. Click anywhere on the **ArchiveActivityLogView.sql** tab, and then click **Query > Execute** or click **Execute** on the toolbar.
5. In the **Object Explorer**, navigate to **Server name > Databases > AssetCentre > Views**, right-click **dbo.rpt\_ArchiveActivityLog**, and then select **Select Top 1000 Rows**.
6. On the **Results** tab, view the information on archive activities.  
You can also right-click anywhere on the **Results** tab, and select **Save Results as** to save all the information in a CSV file.

## FactoryTalk AssetCentre Log Reporting Utility

The Audit logs only show up to last 500 records in FactoryTalk AssetCentre client. While the client offers searching capabilities intrinsically, broader queries can be accomplished using SQL Server. Use the Log Reporting Utility to perform historical reporting on FactoryTalk AssetCentre Audit, Event, or Diagnostics and Health Logs, outside of the searching capabilities present in the FactoryTalk AssetCentre Client. The utility can be used to install a set of SQL Server views into the AssetCentre database on the system's SQL Server. It automatically configures and creates the SQL Server views, rpt\_AuditLog, rpt\_EventLog, and rpt\_DiagHealthLog, in the AssetCentre database. Using the newly installed views, you can query and potentially export audit, event, and/or network health and diagnostics logs.

### How to find the utility

1. Sign in to [Rockwell Automation Knowledgebase](#), and then search Knowledgebase Document ID: [QA12027 - FactoryTalk AssetCentre: Historical Reporting on Audit and Event Logs](#).
2. In the **Attachments** section, download LogViews.sql.

### To perform historical reporting on FactoryTalk AssetCentre logs

1. Put the utility on the SQL Server computer.
2. Double-click **LogViews.sql**.
3. If the SQL Server management tool is not open, when the **Connect to Database Engine** dialog box shows, verify the server name and authentication, and then click **Connect**.
4. Click anywhere on the **LogViews.sql** tab, and then click **Query > Execute** or click **Execute** on the toolbar.
5. In the **Object Explorer**, navigate to **Server name > Databases > AssetCentre > Views**, right-click **dbo.rpt\_AuditLog**, **dbo.rpt\_DiagHealthLog**, or **dbo.rpt\_EventLog**, and then select **Select Top 1000 Rows**.

6. On the **Results** tab, view the information on Audit, Event, or Diagnostics and Health Logs.  
You can also right-click anywhere on the **Results** tab, and select **Save Results as** to save all the information in a CSV file.

## FactoryTalk AssetCentre Asset Tree Reporting Utility

While the FactoryTalk AssetCentre client offers the user access to individual assets within the asset tree, broader queries can be accomplished using the SQL Server. Use the Asset Tree Reporting Utility to perform reporting on a FactoryTalk AssetCentre asset tree, such as examining the properties of assets of the same type, querying the total number of a certain type of asset, and so forth. The utility will install a SQL Server view into the AssetCentre database on the system's SQL Server. It automatically configures and creates the SQL Server view, rpt\_AssetInformation, in the AssetCentre database. Using the newly installed view, you can query and potentially export the Rockwell device asset contents of the asset tree. This query will not include non-Rockwell assets or files/folders.

### How to find the utility

1. Sign in to [Rockwell Automation Knowledgebase](#), and then search Knowledgebase Document ID: [IN24018 - Reporting on a FactoryTalk AssetCentre Asset Tree](#).
2. In the **Attachments** section, download AssetInformationView.sql.

### To perform historical reporting on a FactoryTalk AssetCentre asset tree

1. Put the utility on the SQL Server computer.
2. Double-click **AssetInformationView.sql**.
3. If the SQL Server management tool is not open, when the **Connect to Database Engine** dialog box shows, verify the server name and authentication, and then click **Connect**.
4. Click anywhere on the **AssetInformationView.sql** tab, and then click **Query > Execute** or click **Execute** on the toolbar.
5. In the **Object Explorer**, navigate to **Server name > Databases > AssetCentre > Views**, right-click **dbo.rpt\_AssetInformation**, and then select **Select Top 1000 Rows**.
6. On the **Results** tab, view the information on the assets.  
You can also right-click anywhere on the **Results** tab, and select **Save Results as** to save all the information in a CSV file.

## FactoryTalk AssetCentre Database Version Determination Utility

Use the Database Version Determination Utility to determine the version of the FactoryTalk AssetCentre database. It will return the version of AssetCentre used to create the mounted AssetCentre database. This utility must be run from the Microsoft SQL Management Studio against the database server hosting the FactoryTalk AssetCentre database.

### How to find the utility

1. Sign in to [Rockwell Automation Knowledgebase](#), and then search Knowledgebase Document ID: [QA9321 - Utility to determine the database version of a FactoryTalk AssetCentre database](#).
2. In the **Attachments** section, download AssetCentre\_DBVersionScript.sql.

### To determine the version of a FactoryTalk AssetCentre database

1. Put the utility on the SQL Server computer.
2. Double-click **AssetCentre\_DBVersionScript.sql**.

3. If the SQL Server management tool is not open, when the **Connect to Database Engine** dialog box shows, verify the server name and authentication, and then click **Connect**.
4. Click anywhere on the **ArchiveActivityLogView.sql** tab, and then click **Query > Execute** or click **Execute** on the toolbar.
5. On the **Results** tab, view the database version.

## FactoryTalk AssetCentre Data Source Configuration Wizard

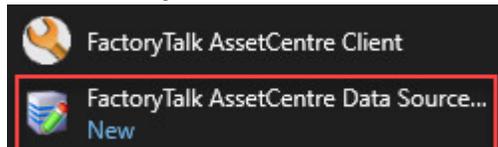
If the AssetCentre database has been moved or restored on a Microsoft SQL Server, it is important to reconnect the FactoryTalk AssetCentre server to this new database. The steps below will walk through the FactoryTalk AssetCentre Data Source Configuration Wizard, installed by default along with the FactoryTalk AssetCentre server.

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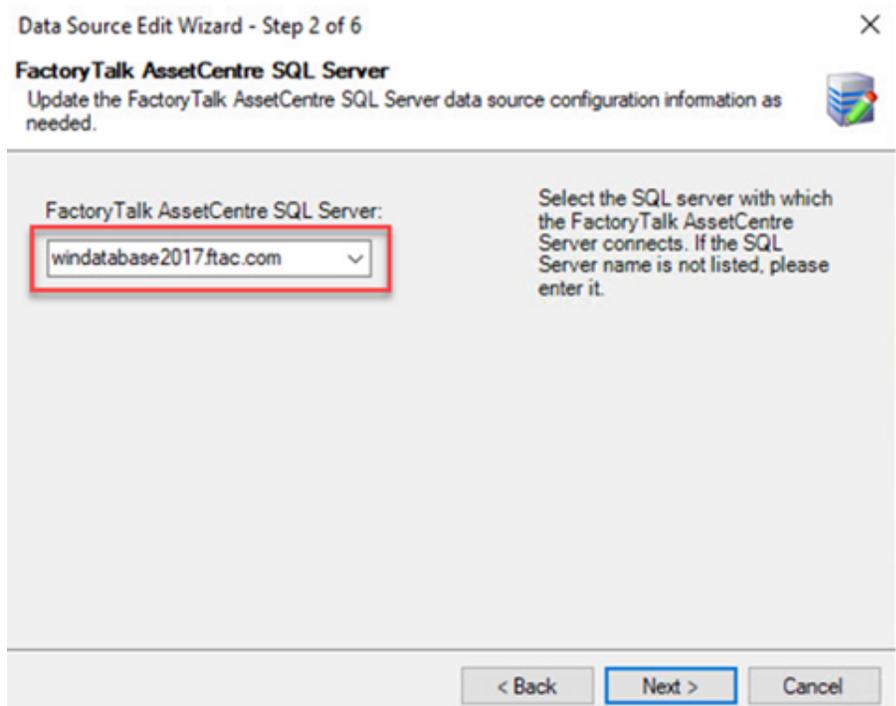
**NOTE:** The FactoryTalk AssetCentre server and World Wide Web Publishing services should still be stopped at this point, following the restoration of the database. If this is not so, stop them now.

---

1. From the FactoryTalk AssetCentre server machine, go to the **Start** menu and select **FactoryTalk AssetCentre Data Source Configuration**.



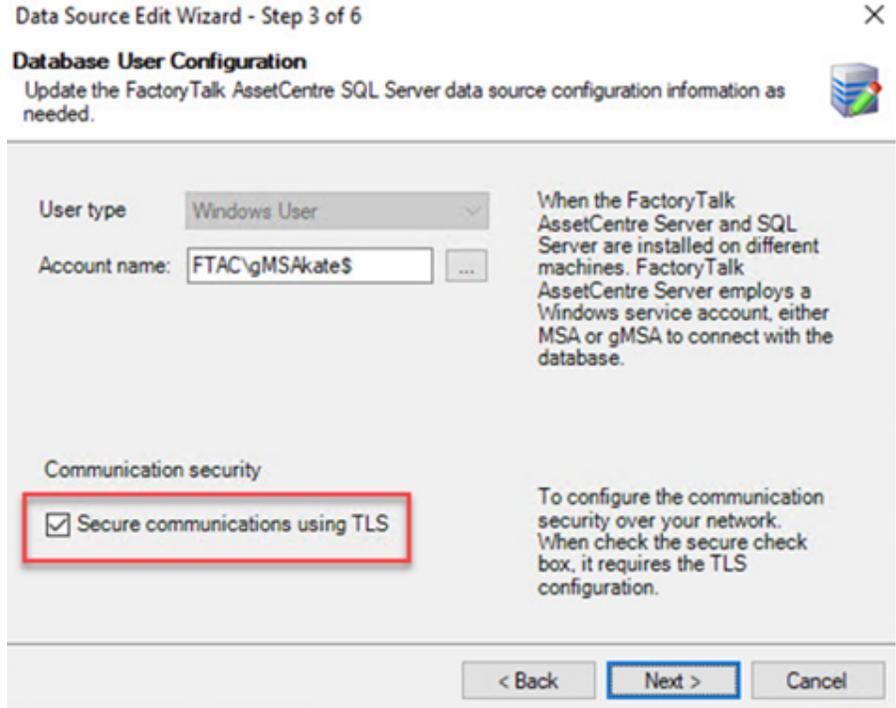
2. Click **Next** on the first screen.
3. Enter the name of the Microsoft SQL Server in the **FactoryTalk AssetCentre SQL Server** dropdown menu, and then click **Next**.



**NOTE:**

- If you want to turn on the TLS for the database, the fully qualified domain name (FQDN) computer name is required when you specify the FactoryTalk AssetCentre SQL server.
- The default port used for SQL Server communication is 1433. If you want to change the SQL Server port, you must add the port number after the FQDN SQL Server name. For example, *mySQLServer.myDomain.com,1526*. The comma (,) is required.  
You must ensure that the port is not in use by any other application, service, or process in your system.

4. Configure the **Account name** and communication security options as needed, and then click **Next**.



5. Configure the FactoryTalk AssetCentre SQL Server Mirror properties if applicable, and then click **Next**.

Data Source Edit Wizard - Step 4 of 6

**FactoryTalk AssetCentre SQL Server Mirror**  
Update the FactoryTalk AssetCentre SQL Server data source configuration information as needed.

Enable SQL Mirroring

FactoryTalk AssetCentre SQL Server Mirror:

Select the SQL server for FactoryTalk AssetCentre Mirror. If the SQL Server is not in the list, enter it.

< Back   Next >   Cancel

**NOTE:** If the **Enable SQL Mirroring** check box is selected, in the **FactoryTalk AssetCentre SQL Server Mirror** box, you can enter a name of Mirror Database Server or SQL Server Mirror that hosts the mirrored FactoryTalk AssetCentre Database.

6. Confirm the **Database name** and **Connection Timeout** values in the FactoryTalk AssetCentre SQL Server window, and then click **Next**.

Data Source Edit Wizard - Step 5 of 6

**FactoryTalk AssetCentre SQL Server**  
Enter the name of the FactoryTalk AssetCentre SQL Server database and the connection timeout value.

FactoryTalk AssetCentre SQL Server:

Database name:

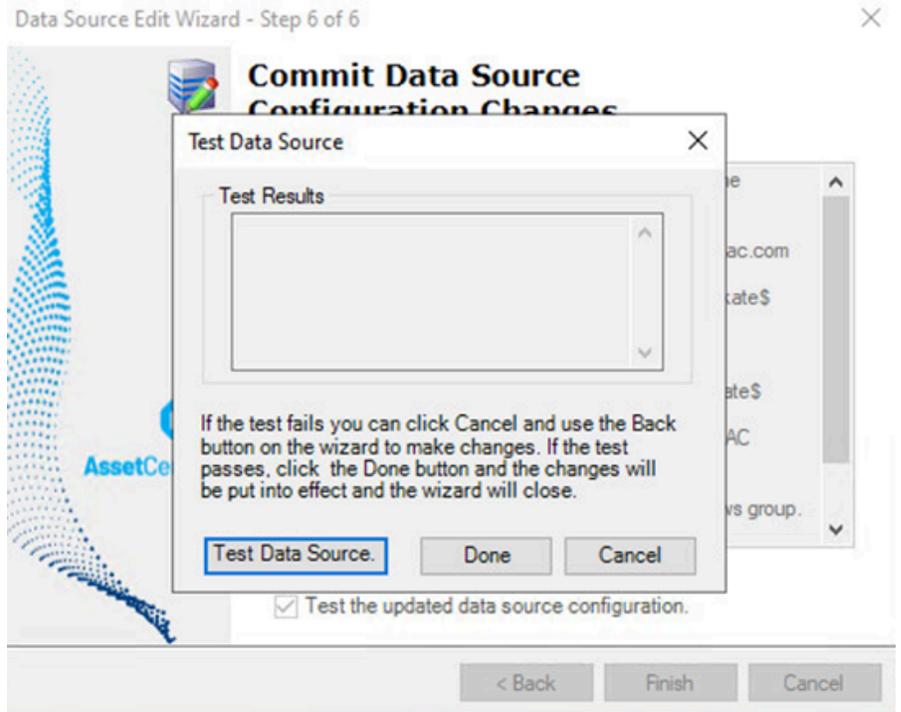
Connection Timeout:

If you are not using the default database name, then change it here.  
If you need to use a connection timeout value different from the default, then change it here. Values allowed are 0 thru 300 seconds.

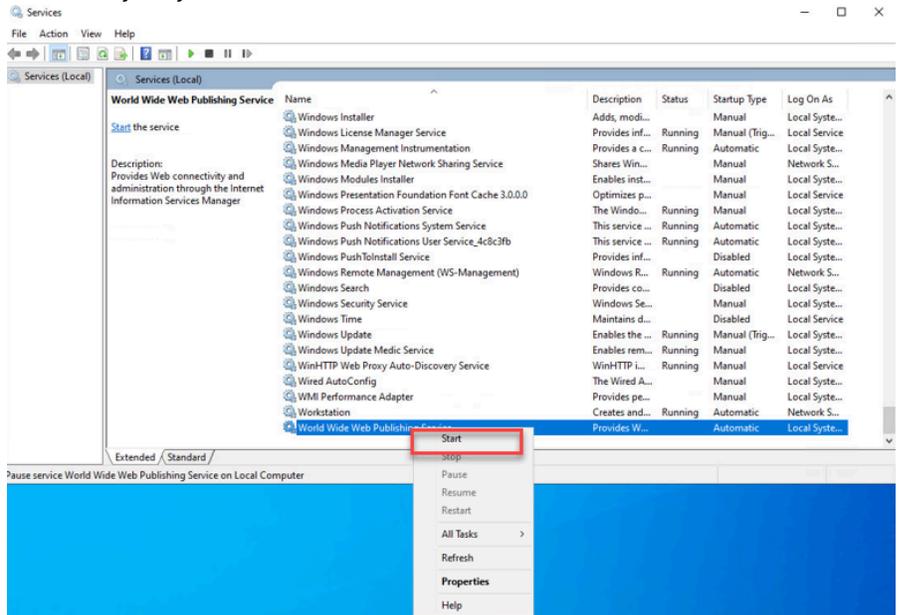
< Back   Next >   Cancel

7. Click **Finish**, and a data source test window will appear.

- Press **Test Data Source** to test the connection that you've just configured and verify that the test completes successfully.



- Click **Done** to close the wizard.
- Finally, start the FactoryTalk AssetCentre and World Wide Web Publishing services. From the **Start** menu, open the **Services** program. Start the World Wide Web Publishing service first Right-click on the World Wide Web Publishing listing and select **Start**.



- Start the FactoryTalk AssetCentre Server service in the same way. The FactoryTalk AssetCentre Server is now connected to the newly restored database.

## FactoryTalk AssetCentre Log Cleanup Utility

Through the course of normal operation, the Event, Audit, or Diagnostic and Health logs of the FactoryTalk AssetCentre system can grow quite large. As a direct consequence, the SQL Server database size will also expand. Due to these considerations, as an administrator of the system, you may want to remove older log messages.

Depending on the version of FactoryTalk AssetCentre, the utility you may want to use to delete logs varies.

- Starting from FactoryTalk AssetCentre version 13.00.00, use FactoryTalk AssetCentre Web Client's built-in tool, Schedule Log Cleanup, to schedule a log cleanup task. The tool can be accessed from **Tools > Database Management > Database Maintenance**.
- For FactoryTalk AssetCentre version 6.10.00 and later, use a stand-alone utility, RA.FTAC.LogCleanUp.exe. This utility may be run manually or scheduled to run as a Windows task. It also allows you to run it without starting FactoryTalk AssetCentre Client.
- Starting from FactoryTalk AssetCentre version 2.31, use the FactoryTalk AssetCentre Client's built-in tool, Log Cleanup Wizard, which can be accessed from the **Tools** menu.



**Tip:** To view the deleted data by Log Cleanup Wizard, use the Exported Log Viewer, which can be accessed from the **Start** menu for CPR9 SR2 (v2.31.01) and later, or in the FactoryTalk AssetCentre Client installation folder (C:\Program Files (x86)\Rockwell Software\AssetCentre Client by default.)

## Stand-alone utility Log Cleanup Utility (RA.FTAC.LogCleanUp.exe)

Use this utility to delete logs for FactoryTalk AssetCentre versions 6.10.00 and later.

Before scheduling the utility to periodically execute using the Windows Scheduled, you must first configure the utility's options for running it.

**IMPORTANT:** Command-line parameters are case-insensitive. However, if a specified value includes a space, enclose the value in quotation marks (for example, "value with spaces").

### How to find the utility

- The utility, or RA.FTAC.LogCleanUp.exe is located in C:\Program Files (x86)\Rockwell Software\AssetCentre Client.

### To configure the Log Cleanup Utility (RA.FTAC.LogCleanUp.exe) and clean up the logs

- Back up the FactoryTalk AssetCentre database using the appropriate SQL Server management tool, such as SQL Server Management Studio.
- Open the **Command Prompt** window as administrator.
- Specify the full path of the utility and the **/C** command.

```
For example, "C:\Program Files (x86)\Rockwell Software\AssetCentre Client" \RA.FTAC.LogCleanUp.exe /C
```

- Press **Enter**.

5. In the **Log On to FactoryTalk** section, do the following:
  - a. In the **User name** text box, enter the user name of a FactoryTalk user or a Windows user.
  - b. In the **Password** text box, enter the password of a FactoryTalk user or a Windows user.
  - c. Click **Test** to validate the user name and password.

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**NOTE:** The Azure AD and OpenID Connect user credentials are not supported for this utility.

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6. In the **Log Cleanup Setting** section, select one or multiple logs that you want to delete.
  - Event Log
  - Audit Log
  - Diagnostics Log
7. In the **Export and Deletion Criteria** section, do the following:
  - a. Enter the number of days worth of date to keep.
  - b. Decide whether you want to save the data to be deleted by selecting **Export data to file** or **Delete data without saving**.
  - c. In the **File Save Information** section, click **Select Path** to define a folder where the operation results file and deleted data will be saved.
8. Click **OK**.  
A configuration file, RA.FTAC.LogCleanUp.exe.Config is saved in the same folder as RA.FTAC.LogCleanUp.exe.
9. In the **Command Prompt** window, specify the full path of the utility.  
For example, "C:\Program Files (x86)\Rockwell Software\AssetCentre Client\RA.FTAC.LogCleanUp.exe"
10. Press **Enter**.  
The deletion process shows in the **Command Prompt** window.  
After the operation completes, the results are saved as TXT files in the specified folder. If the deleted data is specified to be saved, the logs will be saved as MDF files in the folder.

## FactoryTalk AssetCentre Archive Cleanup Utility

As you use FactoryTalk AssetCentre Archive, you will accumulate versions of files that are no longer useful. Accumulated files can hamper the performance of Archive. You can use the stand-alone Archive Cleanup Utility to remove unnecessary files from the database. For the same purpose, you can also use the Archive Cleanup Wizard that can be accessed from the FactoryTalk AssetCentre Client. The stand-alone utility allows you to clean up the database without starting the FactoryTalk AssetCentre Client. The utility, once configured, may be run manually or scheduled to run as a Windows task.



**Tip:** Once files are removed from the database, they cannot be restored.

### How to find the utility

- The utility, or RA.FTAC.ArchiveCleanUp.exe is located in C:\Program Files (x86)\Rockwell Software\AssetCentre Client or C:\Program Files (x86)\Rockwell Software\AssetCentre Agents\AgentController.

## To remove archived files with the Archive Cleanup Utility

1. [Create an XML configuration file of the cleanup settings on page 15](#)
2. [Create a CONFIG file of the user credential information on page 16](#)
3. [Start cleaning up archived files on page 17](#)

## Create an XML configuration file of the cleanup settings

An XML configuration file is necessary to run the Archive Cleanup Utility. It contains criteria for removing the database files. You can get this XML file by creating it with FactoryTalk AssetCentre Client or editing an existing one.

### To create an XML configuration file with FactoryTalk AssetCentre Client

1. Select **Tools > Archive Cleanup Wizard**.
2. On the **Welcome** page, click **Next**.
3. Follow the on-screen instructions until you get to the **Confirmation** page.
4. On the **Confirmation** page, click **Save Configuration** to save the deletion configuration in an XML file.

For details about using the Archive Cleanup Wizard, see FactoryTalk AssetCentre Help, *Delete archived files*.

## Parameters in the XML configuration file

The XML configuration file contains two types of deletion criteria:

- By date
- By version

### Deletion by date

In this scenario, you may edit the following deletion criteria:

- **START\_DATE**  
Specify the date and time, after and including when the database files will be deleted. For example, *2012-03-01T00:00:00* indicates that the database files that were archived starting from 00:00 local time on March 1st, 2012 through the ending time will be deleted.
- **END\_DATE**  
Specify the date and time, prior to and including when the database files will be deleted. For example, *2012-05-01T00:00:00+08:00* indicates that the database files that were archived from the starting time through 8:00 local time on May 1st, 2012 will be deleted.  
If you specify **NOW** for this parameter, where NOW indicates the current day, it means that files that were archived from the specified starting time through today will be deleted.  
If you specify **NOW - number** for this parameter, where *number* is a positive integer, it means that files that were archived from the specified starting time through the date, which is a *number* of days prior to the current day will be deleted. For example, *NOW - 30* indicates that the database files older than 30 days will be deleted.



**Tip:** If the END\_DATE parameter is empty, NOW, or the current day will be automatically used for this parameter.

- **KEEP\_MIN\_VER**  
Specify the amount of the latest versions to keep in addition to the first and last versions.
- **RECURSE**  
Specify whether the deletion criteria are applied to all container assets. *True* indicates the deletion criteria will be applied to containers and assets included in them, while *False* indicates they will not.

### Deletion by version

In this scenario, you may edit the following deletion criteria:

- **DELETE\_LABELS**  
Specify whether the labeled versions will be deleted. *True* indicates that the labeled versions will be deleted, while *False* indicates that they will be retained.
- **START\_VERSION**  
Specify a version including and starting from which the files will be deleted.
- **END\_VERSION**  
Specify a version including and prior to which the files will be deleted.

## Create a CONFIG file of the user credential information

A CONFIG file is necessary to run the Archive Cleanup Utility. It contains user credential information for FactoryTalk, where the password is encrypted in the file.

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**IMPORTANT:** Command-line parameters are case-insensitive. However, if a specified value includes a space, enclose the value in quotation marks (for example, "value with spaces").

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### To create a CONFIG file of the user credential information

1. Open the **Command Prompt** window as administrator.
2. Specify the path of the utility and the **/C** command.  
For example, "C:\Program Files (x86)\Rockwell Software\AssetCentre Client"\RA.FTAC.ArchiveCleanUp.exe /C
3. Press **Enter**.
4. In the **Archive Cleanup Configuration** dialog box, do the following:
  - a. In the **User name** text box, enter the user name of a FactoryTalk user or a Windows user.
  - b. In the **Password** text box, enter the password of a FactoryTalk user or a Windows user.
  - c. Click **Test** to validate the user name and password.

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**NOTE:** The Azure AD and OpenID Connect user credentials are not supported for this utility.

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If the user name and password are valid, "Successful" shows upon clicking **Test**. If they are invalid, "Failed" shows.

5. Click **OK**.  
A RA.FTAC.ArchiveCleanUp.exe.Config file is created in the same folder as RA.FTAC.ArchiveCleanUp.exe.

## Start cleaning up archived files

After you have created the XML configuration file of the cleanup settings and the CONFIG file of user credential, run the Archive Cleanup Utility to remove unnecessary files. This operation will run silently, without user interface. The first or last version of database files will be retained.

To run the utility, you need to enter the Design mode. If no user in the system is in the Design mode, you will enter the Design mode when starting the cleaning up and exist once the operation completes. If any user in the system has locked the Design mode, that user needs to exist the Design mode before you can run the utility.

### Prerequisites

- Check in all files and have users log off FactoryTalk AssetCentre.
- Gain the **Run Archive Database Cleanup Wizard** permission.

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**IMPORTANT:** Command-line parameters are case-insensitive. However, if a specified value includes a space, enclose the value in quotation marks (for example, "value with spaces").

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### To remove archived files with the Archive Cleanup Utility

1. Back up the FactoryTalk AssetCentre database using the appropriate SQL Server management tool, such as SQL Server Management Studio.
2. Open the **Command Prompt** window as administrator.
3. Specify the full path of the utility and the XML configuration file.

For example, "C:\Program Files (x86)\Rockwell Software\AssetCentre Client\RA.FTAC.ArchiveCleanUp.exe" "C:\Program Files (x86)\Rockwell Software\AssetCentre Client\CleanUpConfig.xml"

4. Press **Enter**.

The cleanup operation runs silently.

After the cleanup operation completes, a log file is created in C:\Users\UserName\Documents, which summarizes the operation result. The file naming convention is of the form: Archive Cleanup Year-Month-Day Hour-Minute-Second.

## FactoryTalk AssetCentre Archive Extractor Utility

The Archive Extractor Utility allows you to perform a Get operation on the latest or pinned version of each file within the FactoryTalk AssetCentre Archive, and place the files in a designated location. This utility provides an emergency backup solution that will allow you to gain access to files in the event of a FactoryTalk AssetCentre server failure. This utility, once configured, may be run manually, or scheduled to run as a Windows task.

### How to find the utility

- In the FactoryTalk AssetCentre installation package, navigate to *version*-FTAssetCentre\Tools\FTAC Utility\ArchiveExtractor, where *version* represents the version of FactoryTalk AssetCentre you have.

## Configure and run the Archive Extractor Utility

Configure the Archive Extractor Utility before running it.

---

**IMPORTANT:** Command-line parameters are case-insensitive. However, if a specified value includes a space, enclose the value in quotation marks (for example, "value with spaces").

---

## To configure and run the Archive Extractor Utility

1. Open the **Command Prompt** window as administrator.
2. Specify the full path of the utility and the **/C** command.  
For example, "C:\FTAssetCentre\Tools\FTAC Utility  
\ArchiveExtractor"\RA.FTAC.ArchiveExtractor.exe /C
3. Press **Enter**.
4. In the **Destination Path** text box, enter a local or network path to save the retrieved archive files, or click the browse button to specify the path.
5. Specify user credentials to use.
  - To use credentials of the currently logged-on user, select the **Integrated Security** check box.
  - To specify credentials of a user, who is allowed to write to the output location:
    - a. Clear the **Integrated Security** check box.
    - b. In the **Windows User** text box, enter the logon ID of a user.
    - c. In the **Windows Password** text box, enter the password of the user name.
    - d. Click **Test** to verify whether the user name and password are authenticated to write to the output location.



**Tip:** While the Windows user is not encrypted in the Archive Extractor configuration files, the Windows password is encrypted.

---

6. In the **Sql Server Name** text box, enter the name or IP address of the computer running the SQL Server. The default name is *(local)*.
7. In the **Database Name** text box, enter the FactoryTalk AssetCentre database name in the SQL Server. The default name is *AssetCentre*.
8. In the **Connection Timeout** text box, specify the maximum time duration for which a test connection operation is completed. The default value is 15 seconds.
9. Specify the SQL Server authentication.
  - To use credentials of the currently logged-on user, select the **Integrated Security** check box.
  - To specify credentials of the database server administrator:
    - a. Clear the **Integrated Security** check box.
    - b. In the **Sql Server User** text box, enter the user name for the database server administrator.
    - c. In the **Sql Server Password** text box, enter the password for the database server administrator.
    - d. Click **Test** to verify that the server user name and password are valid.



**Tip:** While the SQL Server user is not encrypted in the Archive Extractor configuration files, the SQL Server password is encrypted.

---

10. In the **Version Type** section:
  - To retrieve the pinned version of each file in the FactoryTalk AssetCentre Archive, select **Pinned**. If a pinned version does not exist for any file, the latest version will be retrieved instead.
  - To retrieve the latest version of each file in the FactoryTalk AssetCentre Archive, disregarding whether an earlier pinned version exists, select **Tip (or latest)**.
11. Click **OK**. A CONFIG file is created in the as folder as RA.FTAC.ArchiveExtractor.exe.
12. Double-click **RA.FTAC.ArchiveExtractor.exe**.

When the utility starts, operation information is displayed in the **Command Prompt** window. This window will automatically close when the utility completes, but if it encounters any errors, they will be displayed here.

Completions and errors are all logged to the Application log section of the Windows Event Logs.

## Information in the Archive Extractor CONFIG file

While running the Archive Extractor Utility, a CONFIG file is created, which provides all the settings for the extraction.

Below is an example of the CONFIG file.

```
<?xml version="1.0" encoding="utf-8"?>
<configuration>
<appSettings>
  <add key="DestinationPath" value="C:\Users\Public\Documents\Config file" />
  <add key="SqlServerConnectionTimeout" value="15" />
  <add key="SqlServerDatabaseName" value="AssetCentre" />
  <add key="SqlServerIntegratedSecurity" value="True" />
  <add key="SqlServerName" value="(local)" />
  <add key="SqlServerUserName" value="" />
  <add key="SqlServerUserPassword" value="30+yda87yHs=" />
  <add key="VersionType" value="Pinned" />
  <add key="WindowsIntegratedSecurity" value="True" />
  <add key="WindowsUserName" value="" />
  <add key="WindowsUserPassword" value="30+yda87yHs=" />
</appSettings>
<startup>
  <supportedRuntime version="v4.0" sku=".NETFramework,Version=v4.5"/>
</startup>
</configuration>
```

This example includes the following settings:

- **DestinationPath**  
The output location, where the retrieved archive files are saved.
- **SqlServerConnectionTimeout**  
A maximum time duration for which a test connection operation is completed.
- **SqlServerDatabaseName**  
The FactoryTalk AssetCentre database name in the SQL Server.
- **SqlServerIntegratedSecurity**  
The authentication mode for logging on to the database server. This example uses the integrated security, using credentials of the currently logged-on user.
- **SqlServerName**  
The name or IP address of the computer running the SQL Server that hosts the FactoryTalk AssetCentre database. In this example, the Archive Extractor is run on the same computer that is running the SQL Server. Thus, the value is specified as *(local)*.
- **SqlServerUserName**

The user name for the database server administrator. Because this example uses the integrated security, the user name is not specified.

- `SqlServerUserPassword`

The password for the database server administrator. Because this example uses the integrated security, the server user password is not specified.



**Tip:** This password is encrypted prior to storage in the CONFIG file, so it cannot be edited or viewed directly.

---

- `VersionType`

The specification of whether the latest version or pinned version will be retrieved. This example specifies the pinned version.

- `WindowsIntegratedSecurity`

The authentication method for verifying the user credentials for the output location. This example uses the integrated security, using credentials of the currently logged-on user.

- `WindowsUserName`

The logon ID of a user who is allowed to write to the output location. Because this example uses the integrated security, the windows user name is not specified.

- `WindowsUserPassword`

The password of a user name that is allowed to write to the output location. Because this example uses the integrated security, the windows user password is not specified.



**Tip:** This password is encrypted prior to storage in the CONFIG file, so it cannot be edited or viewed directly.

---

## FactoryTalk AssetCentre Event Log Attachment Extractor Utility

Use FactoryTalk AssetCentre Event Log Attachment Extractor Utility to extract log file attachments when the FactoryTalk AssetCentre server or its connection to the SQL Server is down. This utility extracts log file attachments of the last run event task, which is supported on the user interface or through commands.

### How to find the utility

- In the FactoryTalk AssetCentre installation package, navigate to `version-FTAssetCentre\Tools\FTAC Utility \EventLogAttachmentExtractor`, where *version* represents the version of FactoryTalk AssetCentre you have.

## Extract event log attachments

Use the Event Log Attachment Extractor to extract the event log attachments.

### To extract event log attachments

1. Double-click **RA.FTAC.EventLogAttachmentExtractor.exe**.
2. In the **Output location** text box, enter a local or network path to save the event log attachments, or click the browse button to specify the path.

3. Specify user credentials to use.
  - To use credentials of the currently logged-on user, select the **Integrated security** check box.
  - To specify credentials of a user, who is allowed to write to the output location:
    - a. Clear the **Integrated security** check box.
    - b. In the **User name** text box, enter the logon ID of a user.
    - c. In the **Password** text box, enter the password of the user name.
    - d. Click **Test connection** to verify whether the user name and password are authenticated to write to the output location.
4. In the **SQL Server name** text box, enter the name or IP address of the computer running the SQL Server.
5. In the **Database name** text box, enter the FactoryTalk AssetCentre database name in the SQL Server. The default database name is *AssetCentre*.
6. From the **Authentication** list, specify which authentication to use.
  - To use credentials of the currently logged-on user, select **Use Windows Authentication**.
  - To specify credentials of the database server administrator:
    - a. Select **Use SQL Server Authentication**.
    - b. In the **User name** text box, enter the user name for the database server administrator.
    - c. In the **Password** text box, enter the password for the database server administrator.
7. In the **Connection timeout** text box, specify the maximum time duration for which a test connection operation is completed. The value must be an integer from 0 through 600. The default value is 15 seconds.
8. Click **Start**. A progress bar shows at the bottom of the dialog box.



**Tip:** To cancel the operation, click **Cancel**. In the confirmation dialog box, click **Yes** to cancel the operation or click **No** to continue the operation.

---

9. When the operation is completed, the event log attachments and the operation report file are saved at the specified output location.
10. Click **Close** to exit the Event Log Attachment Extractor.

## Event log attachment extraction using commands

Event Log Attachment Extraction supports execution using commands.

To extract event log attachment using commands:

1. Create a CONFIG file of the extraction settings using a command.
2. Use a command to start the extraction.

After configuring the settings for the extraction, a CONFIG file is created in the **EventLogAttachmentExtractor** folder. The Event Log Attachment Extractor uses this file for each extraction operation with command. To change the settings, create a new CONFIG file.

## Create a CONFIG file of the extraction settings using a command

Before extracting event log attachments with command, create a configuration file that includes all the settings for the operation.



**Tip:** Command-line parameters are case-insensitive. However, if a specified value includes a space, enclose the value in quotation marks (for example, "value with spaces").

## To create a CONFIG file of the extraction settings

1. Open the Windows Command Prompt window.
2. Enter the full path of **RA.FTAC.EventLogAttachmentExtractor.exe** and the **/C** argument.  
For example, "C:\FTAssetCentre\Tools\FTAC Utility  
`\EventLogAttachmentExtractor" \RA.FTAC.EventLogAttachmentExtractor.exe /C`
3. Press **Enter**.
4. In the **FTAC Event Log Attachment Extractor** dialog box, configure all the settings.
5. Click **OK**.

The **RA.FTAC.EventLogAttachmentExtractor.exe.config** file is saved at the **EventLogAttachmentExtractor** folder.

## Information in the Event Log Attachment Extractor CONFIG file

The command-mode extraction uses an **RA.FTAC.EventLogAttachmentExtractor.exe.config** file as the configuration file. The CONFIG file provides all the settings for the command-mode extraction.

Below is an example of the CONFIG file.

```
<?xml version="1.0" encoding="utf-8"?>
<configuration>
  <appSettings>
    <add key="DestinationPath" value="C:\Users\Public\Documents\Config file" />
    <add key="SqlServerConnectionTimeout" value="15" />
    <add key="SqlServerDatabaseName" value="AssetCentre" />
    <add key="SqlServerIntegratedSecurity" value="True" />
    <add key="SqlServerName" value="(local)" />
    <add key="SqlServerUserName" value="" />
    <add key="SqlServerUserPassword" value="AQAAANCMnd8BFdERjHoAwE/Cl+sBAAAAUE0hJ1
    <add key="WindowsIntegratedSecurity" value="True" />
    <add key="WindowsUserName" value="" />
    <add key="WindowsUserPassword" value="AQAAANCMnd8BFdERjHoAwE/Cl+sBAAAAUE0hJ1
  </appSettings>
</configuration>
```

This example includes the following settings:

- **DestinationPath**  
The output location, where the event log attachments and the operation report file are saved.
- **SqlServerConnectionTimeout**  
A maximum time duration for which a test connection operation is completed.
- **SqlServerDatabaseName**  
The FactoryTalk AssetCentre database name in the SQL Server.
- **SqlServerIntegratedSecurity**  
The authentication mode for logging on to the database server. This example uses the Use Windows Authentication mode, using credentials of the currently logged-on user.
- **SqlServerName**  
The name or IP address of the computer running the SQL Server that hosts the FactoryTalk AssetCentre database. In this example, the Event Log Attachment Extractor is run on the same computer that is running the SQL Server. Thus, the value is specified as *(local)*.

- **SqlServerUserName**  
The user name for the database server administrator. Because this example uses the Use Windows Authentication mode, the user name is not specified.
- **SqlServerUserPassword**  
The password for the database server administrator. Because this example uses the Use Windows Authentication mode, the server user password is not specified.



**Tip:** This password is encrypted prior to storage in the CONFIG file, so it cannot be edited or viewed directly.

- **WindowsIntegratedSecurity**  
The authentication method for verifying the user credentials for the output location. This example uses the integrated security, using credentials of the currently logged-on user.
- **WindowsUserName**  
The logon ID of a user who is allowed to write to the output location. Because this example uses the integrated security, the windows user name is not specified.
- **WindowsUserPassword**  
The password of a user name that is allowed to write to the output location. Because this example uses the integrated security, the windows user password is not specified.



**Tip:** This password is encrypted prior to storage in the CONFIG file, so it cannot be edited or viewed directly.

## Use a command to start the extraction

Use Event Log Attachment Extractor to extract event log attachments with command without interacting with the software interface.

**IMPORTANT:** Command-line parameters are case-insensitive. However, if a specified value includes a space, enclose the value in quotation marks (for example, "value with spaces").

### To extract event log attachments with a command

1. Open the Windows Command Prompt window.
2. Enter the full path of **RA.FTAC.EventLogAttachmentExtractor.exe**. and the **/S** argument.

For example, "C:\FTAssetCentre\Tools\FTAC Utility

\EventLogAttachmentExtractor" \RA.FTAC.EventLogAttachmentExtractor.exe /S

3. Press **Enter**.

The event log attachments and the operation report file are saved at the specified output location.

## FactoryTalk AssetCentre Import Export Utility

The FactoryTalk AssetCentre Import Export Utility allows you to create a mass of new assets, import assets with customized properties, and edit or duplicate assets of an asset node.

**Tip:**

The utility does not support exporting a CSV file from one FactoryTalk AssetCentre system and importing it into another FactoryTalk AssetCentre system.

This utility provides the following four options:

- **New mass creation**  
Creates a group of new assets of different types in the asset tree all at once.
- **New import**  
Imports a batch of assets with user-defined asset properties.
- **Edit assets of an asset node**  
Edits properties of assets under a certain asset node.
- **Duplicate assets of an asset node**  
Duplicates an existing node of assets in the asset tree.

To create, import, edit, or duplicate assets, make sure no other user in the system is in Design mode. When you start any of the operations, the utility needs to be in Design mode to make changes to the asset tree.

### How to install and start the utility

1. In the installation package, navigate to *version*-FTAssetCentre\Tools\FTAC Utility\FTAC ImportExport Utility, where *version* represents the version of FactoryTalk AssetCentre you have.
2. Double-click **setup.exe**.
3. Follow the on-screen instructions to install the utility.
4. After installing the utility, select **Start > Rockwell Software > FactoryTalk AssetCentre Import Export Utility**.
5. In the **Log On to FactoryTalk** dialog box, enter the user name and password of a FactoryTalk user.
6. Click **OK**.

## Configure security for the FactoryTalk AssetCentre Import Export Utility

By default, the Administrators and All Users groups in FactoryTalk Directory with the right to switch to Design mode can perform operations in the FactoryTalk AssetCentre Import Export Utility. To deny specific users the right to perform operations in the utility, edit the **Switch to Design mode** policy setting in the FactoryTalk Administration Console.

### To configure security for the FactoryTalk AssetCentre Import Export Utility

1. Select **Start > Rockwell Software > FactoryTalk Administration Console**.
2. In the **Explorer** pane, navigate to **System > Policies > Product Policies > FactoryTalk AssetCentre**.
3. Double-click **Feature Security**.
4. Click the **Switch to Design mode** policy setting, and then click the browse button  next to the words *Configure Security*.
5. In the **Configure Securable Action** dialog box, select the user or group for whom you want to assign the permission. (If the user or group does not appear in the list, click **Add**, click **Show all**, select the user or group, and then click **OK**.)

6. Click the box to allow or deny the user permission to the selected **Switch to Design mode** feature.
7. Click **OK**.

## Create a group of new assets

Use the FactoryTalk AssetCentre Import Export Utility to quickly create a large amount of new assets of different asset types in the asset tree.

### Prerequisites

- Make sure no other user in the system is in Design mode before creating assets.
- Make sure the amount of assets to be added does not exceed the purchased capacity of devices. Once you reach the capacity, you need to reduce the amount of assets or purchase capacity activation for more devices to proceed.

### To create a group of new assets

1. In the **Welcome** dialog box, click **Next**.
2. In the **Select an option** dialog box, select **New mass creation**, and then click **Next**.
3. In the **Create new mass assets** dialog box, specify the following information:
  - **Asset Type:** Select an asset type from the list. The available asset types are Generic Container and all the device items except for ABB Robot and FANUC Robot. You can create up to 10 asset types each time.



**Tip:**

Starting from FactoryTalk AssetCentre version 10.00, process device capabilities are not supported.

- **Default Name:** Specify the name of the asset as it appears in the asset tree. Special characters \ / : \* ? < > are not supported. When adding multiple assets of one type or adding an asset under a node that has an asset of the same name and type, a number (like \_2) is appended to the asset name to ensure uniqueness.
  - **Quantity:** Enter the quantity for each asset type to add to the asset tree. The available quantity is 1-1000.
4. In the asset view of the **Create new mass assets** dialog box, select a node in the asset tree under which the assets will be created. The node can be a generic container or the root node.



**Tip:**

- Click the **Refresh** button to update the asset tree if any recent changes have been made.
- If a device asset is selected, the assets will be added to its parent container. If the device asset doesn't belong to any container, the assets will be added to the root, which is the topmost node in the asset tree.

5. Click **Start**.



**Tip:** If extended properties are configured by the **Options dialog box: Extended Properties**, the new assets will inherit the default extended properties.

---

6. When device items (except for Asset Inventory) are selected, a message box opens, notifying the status of licensed asset capacity.
  - If the amount of assets to add doesn't exceed the purchased capacity, click **Yes** to proceed.
  - If the amount of assets to add exceeds the purchased capacity, you need to reduce the amount of assets or increase licensed capacity.
 A progress bar shows as the utility adds the new assets.



**Tip:** Click **Cancel** if you want to cancel the current operation. Clicking **Cancel** does not delete assets that have already been added to the asset tree. You need to delete them manually.

7. (Optional) In the **Finished** dialog box, click **Save Summary** to save the result summary as a TXT file.
8. Click **Finish** to exit the utility or **Back** to return to the **Select an option** dialog box.

## Import a batch of assets with user-defined properties

Use the FactoryTalk AssetCentre Import Export Utility to import a large amount of assets with user-defined properties in the asset tree. To do so, you need to complete the following operations:

- Create a CSV file with assets and editable properties as an import file.
- Edit asset properties in the CSV file.
- Import the CSV file with customized properties.

### Prerequisites

- Make sure no other user in the system is in Design mode before importing the CSV file.
- Make sure the amount of assets to be added does not exceed the purchased capacity of devices. Once you reach the capacity, you need to reduce the amount of assets or purchase capacity activation for more devices to proceed.

### To import a batch of assets with user-defined properties

1. In the **Welcome** dialog box, click **Next**.
2. In the **Select an option** dialog box, select **New import**, and then click **Next**.
3. Create a CSV file with assets and editable properties as an import file.
  - a. In the **Select an option for new import** dialog box, select **Create import file**, and then click **Next**.



**Tip:** If you have already created a CSV import file, go to Step 5.

- b. In the **Create new mass assets for import** dialog box, specify the following information:
  - **Asset Type:** Select an asset type from the list. The available asset types are Generic Container, all the device items except for ABB Robot, FANUC Robot, and Asset Inventory. You can create up to 10 asset types each time.



**Tip:** Starting from FactoryTalk AssetCentre version 10.00, process device capabilities are not supported.

- **Quantity:** Enter the quantity for each asset type to create. The available quantity is 1-1000.

- c. Click **Next**.
- d. When device items (except for Asset Inventory) are selected, a message box opens, notifying the status of licensed asset capacity.
  - If the amount of assets to add doesn't exceed the purchased capacity, click **Yes** to proceed.
  - If the amount of assets to add exceeds the purchased capacity, you need to reduce the amount of assets or increase licensed capacity.
- e. Specify the file name and file path to save the CSV file, and then click **Start**.



**Tip:** If extended properties are configured by the **Options dialog box: Extended Properties**, the assets in the CSV file will inherit the default extended properties.

- f. (Optional) In the **Finished** dialog box, click **Save Summary** to save the result summary as a TXT file.
  - g. To continue the importing process, click **Back** to return to the **Select an option** dialog box. If you want to exit the utility, click **Finish**.
4. Edit asset properties in the CSV file.
    - a. Locate and open the CSV file on your computer, and edit the asset properties, except for **Type**. If the CSV file includes multiple assets of the same type and name or an asset that has the same type and name as the one under a node where it will be added, a number (like **\_2**) is appended to the asset name to ensure uniqueness.

#### IMPORTANT:

- Do not modify information in the **Type** column or remove any columns. Assets with the **Type** property modified cannot be added to the asset tree after the CSV file is imported. A CSV file with any column removed cannot be imported.
- To import an extended property, don't just enter the property value while leaving the property name empty in the CSV file. Such extended properties will be skipped during the import and they won't inherit the default extended properties as configured by the **Options dialog box: Extended Properties**. Only extended properties with both name and value empty in the CSV file can inherit the default extended properties after the import.

- b. Save and close the file.
5. Import the CSV file with customized properties.
    - a. Return to the **Select an option** dialog box, select **New import**, and then click **Next**.
    - b. In the **Select an option for new import** dialog box, select **Import**, and then click **Next**.
    - c. In the **File to Import** field of the **Import new mass assets** dialog box, click **Browse** to select the CSV import file you have created and edited.
    - d. In the asset view of the **Import new mass assets** dialog box, select a node in the asset tree under which the assets will be created. The node can be a generic container or the root node.



**Tip:** If a device asset is selected, the assets will be added to its parent container. If the device asset doesn't belong to any container, the assets will be added to the root, which is the topmost node in the asset tree.

- e. Click **Start**.

- f. When device items (except for Asset Inventory) are selected, a message box opens, notifying the status of licensed asset capacity.
  - If the amount of assets to add doesn't exceed the purchased capacity, click **Yes** to proceed.
  - If the amount of assets to add exceeds the purchased capacity, you need to reduce the amount of assets or increase licensed capacity.
 A progress bar shows as the utility adds the new assets.



**Tip:** Click **Cancel** if you want to cancel the current operation. Clicking **Cancel** does not delete assets that have already been added to the asset tree. You need to delete them manually.

---

- g. (Optional) In the **Finished** dialog box, click **Save Summary** to save the result summary as a TXT file.
6. Click **Finish** to exit the utility or **Back** to return to the **Select an option** dialog box.
 

If the process completes without being ended, the CSV file is added under the same node where the new assets are created.

## Edit assets of an asset node

Use the FactoryTalk AssetCentre Import Export Utility to edit properties of assets under an asset node in the asset tree. To do so, you need to complete the following operations:

- Create a CSV file with assets and editable properties as an import file.
- Edit asset properties in the CSV file.
- Import the CSV file with customized properties.

### Prerequisites

- Make sure no other user in the system is in Design mode before importing the CSV file.

### To edit assets of an asset node

1. In the **Welcome** dialog box, click **Next**.
2. In the **Select an option** dialog box, select **Edit assets of an asset node**, and then click **Next**.
3. Create a CSV file with assets and editable properties as an import file.
  - a. In the **Select an option for asset edit** dialog box, select **Create import file**, and then click **Next**.



**Tip:** If you have already created a CSV import file, go to Step 5.

---

- b. In the asset view of the **Export assets to edit** dialog box, select a node in the asset tree under which the assets you want to edit.



**Tip:** If a device asset is selected, its parent container becomes the node. All assets under this node will be exported to the CSV file. If the device asset doesn't belong to any container, the root of asset tree becomes the node. All assets in the asset tree will be exported to the CSV file.

---

- c. In the **File Saving Information** field, specify the file name and file path to save the CSV file, and then click **Start**.

- d. (Optional) In the **Finished** dialog box, click **Save Summary** to save the result summary as a TXT file.
  - e. To continue the importing process, click **Back** to return to the **Select an option** dialog box. If you want to exit the utility, click **Finish**.
4. Edit asset properties in the CSV file.
    - a. Locate and open the CSV file on your computer, and edit the asset properties, except for **ID**, **Type**, and **Path**. Use unique names for each asset of the same type in the CSV file. If the CSV file includes multiple assets of the same type and name, only the first asset in the list can have its properties updated in the asset tree after the CSV file is imported.

**IMPORTANT:**

- Do not modify the information in the **ID**, **Type**, or **Path** column. Assets with the **ID**, **Type**, or **Path** property modified cannot have their properties updated in the asset tree after the CSV file is imported. A CSV file with any column removed cannot be imported.
- To import an extended property, don't just enter the property value while leaving the property name empty in the CSV file. Such extended properties will be skipped during the import. The default extended properties configured by the **Options dialog box: Extended Properties** do not affect the configuration in the CSV file.

- b. Save and close the file.
5. Import the CSV file with customized properties.
    - a. Return to the **Select an option** dialog box, select **Edit assets of an asset node**, and then click **Next**.
    - b. In the **Select an option for asset edit** dialog box, select **Import**, and then click **Next**.
    - c. In the **Import assets to edit** dialog box, click **Browse** to select the CSV import file you have created and edited.
    - d. Click **Start**. A progress bar shows as the utility updates the asset properties.



**Tip:** Click **Cancel** if you want to cancel the current operation. Clicking **Cancel** does not undo asset property updates that have completed. You need to undo the property updates manually.

- e. (Optional) In the **Finished** dialog box, click **Save Summary** to save the result summary as a TXT file.
6. Click **Finish** to exit the utility or **Back** to return to the **Select an option** dialog box.

## Duplicate assets of an asset node

Use the FactoryTalk AssetCentre Import Export Utility to duplicate assets of an asset node and add them to the asset tree with user-defined properties. To do so, you need to complete the following operations:

- Create a CSV file with assets and editable properties as an import file.
- Edit asset properties in the CSV file.
- Import the CSV file with customized properties.



**Tip:** Binders, files, folders, and links cannot be duplicated.

## Prerequisites

- Make sure no other user in the system is in Design mode before importing the CSV file.
- Make sure the amount of assets to be added does not exceed the purchased capacity of devices. Once you reach the capacity, you need to reduce the amount of assets or purchase capacity activation for more devices to proceed.

## To duplicate assets of an asset node

1. In the **Welcome** dialog box, click **Next**.
2. In the **Select an option** dialog box, select **Duplicate assets of an asset node**, and then click **Next**.
3. Create a CSV file with assets and editable properties as an import file.
  - a. In the **Select an option for asset duplication** dialog box, select **Create import file**, and then click **Next**.



**Tip:** If you have already created a CSV import file, go to Step 5.

---

- b. In the asset view of the **Export assets to duplicate** dialog box, select a node in the asset tree under which the assets you want to duplicate.



**Tip:** If a device asset is selected, its parent container becomes the node. All assets under this node will be exported to the CSV file. If the device asset doesn't belong to any container, the root of asset tree becomes the node. All assets in the asset tree will be exported to the CSV file.

---

- c. In the **File Saving Information** field, specify the file name and file path to save the CSV file, and then click **Start**.
  - d. (Optional) In the **Finished** dialog box, click **Save Summary** to save the result summary as a TXT file.
  - e. To continue the importing process, click **Back** to return to the **Select an option** dialog box. If you want to exit the utility, click **Finish**.
4. Edit asset properties in the CSV file.

- a. Locate and open the CSV file on your computer, and edit the asset properties, except for **ID**, **Type**, and **Path**. If the CSV file includes multiple assets of the same type and name or an asset that has the same type and name as the one under a node where it will be added, a number (like \_2) is appended to the asset name to ensure uniqueness.

By default, the **Configuration Data** column in the created CSV file is empty. You may enter information in the **Configuration Data** column before importing the CSV file. If you import the CSV file without configuration data information, the duplicated assets' **Configuration Data** property will be empty. In this case, edit the **Configuration Data** property of each asset or use the **Edit assets of an asset node** option of the Import Export Utility to edit **Configuration Data**.

**IMPORTANT:**

- Do not modify the information in the **ID**, **Type**, or **Path** column. Assets with the **ID**, **Type**, or **Path** property modified cannot be added to the asset tree after the CSV file is imported. A CSV file with any column removed cannot be imported.
- To keep the hierarchy of assets as shown in the asset tree when adding them to another node of the asset tree, keep the asset list order in the CSV file. That is, the parent node is listed first, followed by its children nodes or assets. Changing the asset list order will lead to hierarchy changes after the CSV file is imported.
- To import an extended property, don't just enter the property value while leaving the property name empty in the CSV file. Such extended properties will be skipped during the import. The default extended properties configured by the **Options dialog box: Extended Properties** do not affect the configuration in the CSV file.
- Starting from FactoryTalk AssetCentre version 10.00, process device capabilities are not supported. Using the Import Export Utility tool to add process devices to FactoryTalk AssetCentre will consume the capacity activation, and the process devices' hardware and asset properties will be disabled.

- b. Save and close the file.
5. Import the CSV file with customized properties.
  - a. Return to the **Select an option** dialog box, select **Duplicate assets of an asset node**, and then click **Next**.
  - b. In the **Select an option for asset duplication** dialog box, select **Import**, and then click **Next**.
  - c. In the asset view of the **Import assets to duplicate** dialog box, select a node in the asset tree under which the duplicated assets will be created. The node can be a generic container or the root node.



**Tip:** If a device asset is selected, the assets will be added to its parent container. If the device asset doesn't belong to any container, the assets will be added to the root, which is the topmost node in the asset tree.

- d. In the **File to Import** field of the **Import assets to duplicate** dialog box, click **Browse** to select the CSV import file you have created and edited.
- e. Click **Start**.
- f. When device items (except for Asset Inventory) are selected, a message box opens, notifying the status of licensed asset capacity.
  - If the amount of assets to add doesn't exceed the purchased capacity, click **Yes** to proceed.
  - If the amount of assets to add exceeds the purchased capacity, you need to reduce the amount of assets or increase licensed capacity.
 A progress bar shows as the utility adds the new asset.



**Tip:** Click **Cancel** if you want to cancel the current operation. Clicking **Cancel** does not delete assets that have already been added to the asset tree. You need to delete them manually.

- g. (Optional) In the **Finished** dialog box, click **Save Summary** to save the result summary as a TXT file.
6. Click **Finish** to exit the utility or **Back** to return to the **Select an option** dialog box.  
If the process completes without being ended, the CSV file is added under the same node where the new assets are created.

## FactoryTalk AssetCentre Abandoned Assets Cleanup Utility

The FactoryTalk AssetCentre Abandoned Assets Utility is used to recover assets that have an invalid hierarchical parent listed. This could lead to problems with the FactoryTalk AssetCentre system, including errors during scheduled searches and a failure to run the Archive Extractor Utility.

The utility will discover any abandoned assets and recover them to a user designated container that will be created in the root of the asset tree. It is recommended to run this utility on the same computer hosting the SQL Server AssetCentre database, but it can be run from anywhere that can connect to the SQL Server.



**Tip:** This utility is for use with FactoryTalk AssetCentre versions 3.00 and later.

### How to find the utility

- The utility, or RA.FTAC.AbandonedAssetsFinder.exe is located in C:\Program Files (x86)\Rockwell Software\AssetCentre Client.

### To discover and recover abandoned assets

1. Extract the utility files from the ZIP file.
2. Double-click **RA.FTAC.AbandonedAssetsFinder.exe**.
3. In the **SQL Server name** text box, enter the name or IP address of the computer running the SQL Server. The default name is *(local)*.
4. In the **Database name** text box, enter the FactoryTalk AssetCentre database name in the SQL Server. The default database name is *AssetCentre*.
5. From the **Authentication** list, specify which authentication to use.
  - To use credentials of the currently logged-on user, select **Windows Authentication**.
  - To specify credentials of the database server administrator:
    - a. Select **SQL Server Authentication**.
    - b. In the **User Name** text box, enter the user name for the database server administrator.
    - c. In the **Password** text box, enter the password for the database server administrator.
6. Click **Test Connection** to verify whether the server user name and password are valid.
7. Click **Connect**.

8. The utility will automatically determine if abandoned assets are present.
  - If no abandoned assets are found, the utility does not need to be run.
  - If abandoned assets are present, enter the name of the container to be added to the asset tree, and then click **Execute**.  
A completion notice appears when the operation completes.
9. Close any open FactoryTalk AssetCentre clients and re-open them to see the newly recovered assets.

## Delay on opening the Abandoned Assets Cleanup Utility

If the Abandoned Assets Cleanup Utility is taking a long time to open, it is likely due to a certificate validation problem. If an Ethernet connection is detected, the software will attempt to access the Internet to check for a certificate revocation. If no Internet access is available, this attempt will take approximately four minutes to time out. Once the time-out occurs, the utility will open.

## FactoryTalk VersionWorks Import Utility

Use the FactoryTalk VersionWorks Import Utility to import VersionWorks projects into the FactoryTalk AssetCentre asset tree as binders. In this way, projects that are in the VersionWorks can be edited and modified in the FactoryTalk AssetCentre system.

### How to find the utility

- In the installation package, navigate to *version-FTAssetCentre\Tools\FTAC Utility\VWorksUtility*, where *version* represents the version of FactoryTalk AssetCentre you have.

## Import the VersionWorks project into FactoryTalk AssetCentre

The VersionWorks Import Utility first reads the CSV file with columns of parameters exported from the VersionWorsk, and then add them as binder information that will be imported into the FactoryTalk AssetCentre system. A new container called *VersionWorksImport* will be added in the asset tree and all the projects will be added in it.

### To import the VersionWorks project into FactoryTalk AssetCentre

1. Double-click **VWImportUtility.exe**.
2. In the **Connect to FactoryTalk AssetCentre Database** dialog box, do the following:
  - In the **SQL Server Name** text box, enter the name or IP address of the computer running the SQL Server. The default name is *(local)*.
  - In the **Database Name** text box, enter the FactoryTalk AssetCentre database name in the SQL Server. The default database name is *AssetCentre*.
  - From the **Authentication** list, specify which authentication to use.
    - To use credentials of the currently logged-on user, select **Windows Authentication**.
    - To specify credentials of the database server administrator:
      - a. Select **SQL Server Authentication**.
      - b. In the **User Name** text box, enter the user name for the database server administrator.
      - c. In the **Password** text box, enter the password for the database server administrator.
3. Click **Test Connection** to verify whether the server user name and password are valid.
4. Click **Next**.

5. In the **VersionWorks Import Utility** dialog box, do the following:
  - Next to the first text box, click **Browse** to select the CSV file that is exported from the VersionWorks. Other file formats are not supported.
  - Next to the second text box, click **Browse** to select the VersionWorks File Service folder, where the VersionWorks projects exist.
6. Click **Import**.  
A progress bars shows in the **Importing** window.
7. (optional) To save the log message, Click **Save Log**.
8. Click **Finish** to exit the utility.  
The utility will remove all the files and folders in the **UnzipTemp** folder.

## Information you need to know when using VersionWorks Import Utility

Be aware of the following information when using VersionWorks Import Utility:

- If you cancel the importing process, you need to delete or rename the VersionWorksImport container before restarting the importing operation.
- Sub folders in the VersionWorksImport container are also defined as containers after being imported to the asset tree.
- For the VersionWorks projects, if their <ComponentId>, <Version>, and <Component\_PrjVerzServer> items are the same, only the first item will be imported to FactoryTalk AssetCentre.
- The utility only supports item versions that are in the ascending order after they are sorted by <ComponetId>.
- The version of the VersionWorks projects may be various. To support the empty version of the VersionWorks, the version information will be shown in the **Comments** column in the FactoryTalk AssetCentre Archive.
- If the VersionWorks project version is the same as the version in FactoryTalk AssetCentre, comments will be the same as VersionWorks project's comment. Otherwise, *VersionWorks Version: VersionNumber* will be added in the comment.
- For the first version of the binder in the FactoryTalk AssetCentre Archive, its User information is the local computer name and account name. For other versions, the User information will be the VersionWorks computer name and account name.
- The utility depends on the assemblies of FactoryTalk AssetCentre, which means it bounds with the version of FactoryTalk AssetCentre.

## Log Cleanup Utility (DeleteFtacLogRecords.bat)

For earlier FactoryTalk AssetCentre versions (v2.21.01, v2.21.00, v2.00.02, v2.00.01, v2.00.00), use the Log Cleanup Utility (DeleteFtacLogRecords.bat).

Once the utility has been run, the logs will be removed from the database. It has no export function. However, if any FactoryTalk AssetCentre Clients have the logs currently open, the **Logs** tab will need to be closed and re-opened to see the changes. None of the FactoryTalk AssetCentre components need to be shut down to run the utility.

### How to find the utility

1. Sign in to [Rockwell Automation Knowledgebase](#), and then search Knowledgebase Document ID: [QA10791 - FactoryTalk AssetCentre Log Clean-up Utility](#).
2. In the **Attachments** section, download LogDeleteScript.zip.

### To clean up the logs with the Log Cleanup Utility (DeleteFtacLogRecords.bat)

1. Extract the utility files from LogDeleteScript.zip on the SQL Server computer.
2. Back up the FactoryTalk AssetCentre database using the appropriate SQL Server management tool, such as SQL Server Management Studio.
3. Double-click **DeleteFtacLogRecords.bat**.
4. Follow the command prompts in the **Command Prompt** window to enter the required information.
  - a. Type the log type number, and then press **Enter**.
  - b. Type the date, prior to and including when the logs will be deleted in the order of month, day, and year, and then press **Enter** on each line.
  - c. Type your SQL Server instance name, and then press **Enter**.
  - d. Type the user name for the database server administrator, and then press **Enter**.
  - e. Type the password for the database server administrator, and then press **Enter**.
  - f. Type **Y**, and then press **Enter** when you see the confirmation message.
  - g. After the operation completes, press any key to close the **Command Prompt** window.



**Tip:** Records cannot be deleted from the current day, only from the past.

5. In the utility's folder, view the **DeleteFtacLogRecords.log** file to verify the operations results. A successful result will show something similar to:

```
1> 2> 3>
```

```
Records Deleted = X
```

```
Attachment Deleted = Y
```

where X is the number of records deleted, and Y is the number of attachments deleted.

An unsuccessful result will show information on why the operation failed.

### Sample Run

A sample run of the utility will look similar to the example below, where each line of input appears after pressing **Return** on the previous line. In this example, all Event Logs prior to and including *September 21, 2018* are deleted from the SQL Server on the computer named *FtacSqlServer*, logging on as *sa* with the password *mypassword*.

**Example**

```

This script is to be used to manually delete log records

from the FactoryTalk AssetCentre database. Be sure to

back up your AssetCentre database before continuing.

Select the log type to delete: 1 - Events
                               2 - Audits
                               3 - Diag & Health

Enter the log type number: 1

Enter the date to delete from. Enter the month (1-12): 9

Enter the day (1-31): 21

Enter the year (4 digits): 2018

Enter your SQL Server instance name: FtacSqlServer

Enter your SQL Server user login id: sa

Enter your SQL Server user password: mypassword

Are you sure you want to delete the specified log records (Y/N)? Y

Deleting records... the operation has completed.

Check the DeleteFtacLogRecords.log file to verify that

the delete was successful and for results information.

Press any key to continue . . .

```

**How time is calculated**

Event, Audit, or Diagnostic and Health logs are logged in FactoryTalk AssetCentre according to Coordinated Universal Time (UTC), and then converted to the local time zone when displayed in the FactoryTalk AssetCentre Client. Due to this, the utility will delete logs based on the UTC timestamp, and not the current time zone. This could result in logs being left behind from the last day specified, or deleted from the one just outside of the range.

**Examples**

For time zones that are behind UTC, for example Central Time, this can result in keeping records as opposed to the specified date. Central Time is UTC-6, meaning that an event logged at 18:00, November 11, 2018 Central Time is stored as occurring at 00:00 midnight, November 12, 2018. Thus, if November 11, 2018 was the date specified in the utility, this record would not be deleted from the log because its UTC date falls outside of the date range.

For time zones that are ahead of UTC, for example Beijing Time, this can result in deleting records as opposed to the specified date. Beijing Time is UTC+8, meaning that an event logged at 8:00, November 12, 2018 Beijing Time is stored as occurring at 24:00 midnight, November 11, 2018. Thus, if November 11, 2018 was the date specified in the utility, this record would be deleted from the log despite appearing on the 12th from within the AssetCentre Client.

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Use these resources to access support information.

|  |  |  |
|--|--|--|
| Technical Support Center                         | Find help with how-to videos, FAQs, chat, user forums, and product notification updates.                   | <a href="http://rok.auto/support">rok.auto/support</a>             |
| Knowledgebase                                    | Access Knowledgebase articles.   | <a href="http://rok.auto/knowledgebase">rok.auto/knowledgebase</a> |
| Local Technical Support Phone Numbers            | Locate the telephone number for your country.  | <a href="http://rok.auto/phonesupport">rok.auto/phonesupport</a>   |
| Literature Library                               | Find installation instructions, manuals, brochures, and technical data publications.                       | <a href="http://rok.auto/literature">rok.auto/literature</a>       |
| Product Compatibility and Download Center (PCDC) | Get help determining how products interact, check features and capabilities, and find associated firmware. | <a href="http://rok.auto/pcdc">rok.auto/pcdc</a>                   |

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