

# Batch export and approval tool (BEAT)

## Workflow optimization with batch export of confluence pages

### Preamble

This plug-in is designed for a specific use case therefore it is in German. If you are interested in the functionalities please do not hesitate to contact us. We will realize adaptations according to your needs.

### Summary

The document approval tool converts a pre-defined batch of Confluence pages and converts them into pdf-files. They are stored automatically at a selected location. A user can label them with an “approved” or “agreed” status and add a comment if needed. Although this plug-in has a user-friendly interface and optimizes your workflow it is tailor made for a specific use case. If you are not fully satisfied, please contact us and we will adapt the plug-in according to your needs.

Use the additional BEATS (Batch Export and Approval Tool Statistics) tool to collect data and get an overview of all the important metrics. The combination of these tools provides an improved automatization of your workflow.

### Details

After installation you can add the BEAT plug-in to any confluence page in your confluence area. The plug-in is structured in two divisions.

In the first one you will create an overview over the different confluence pages you want to export. This process is meant to be done only once at the start. After that you will only need to press the “Exportieren” button to execute the automated batch export.

In order to add a confluence page, you can click on “Dokument hinzufügen”. A window will pop up and you can select any confluence page even if they are located in different areas of your system. In the following process the whole tree will be exported.

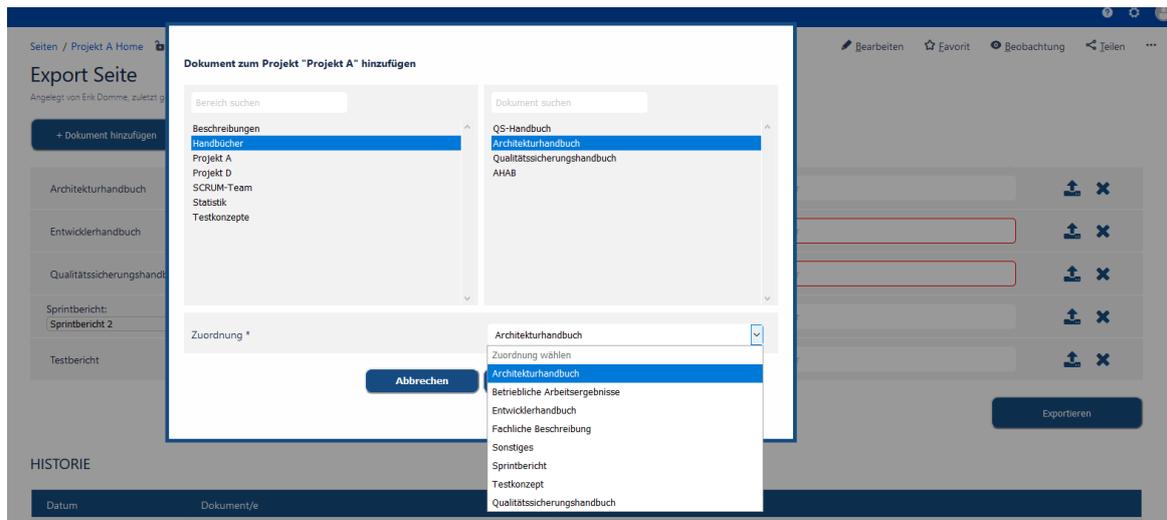


Figure 1 Add confluence page for document export

In the first field of this window you select the area of your confluence page. On the right side of the window the plug-in will provide you a selection of document trees. As a last step you can chose the

type of document if needed. After a click on the OK button the document(s) are added to the batch of confluence pages and the “Dokument hinzufügen” window will close automatically. The preparation process is complete.

With the help of a toggle switch you can label the document with an “agreed/approved” status and add a comment if needed. Now everything is prepared for the batch export process.

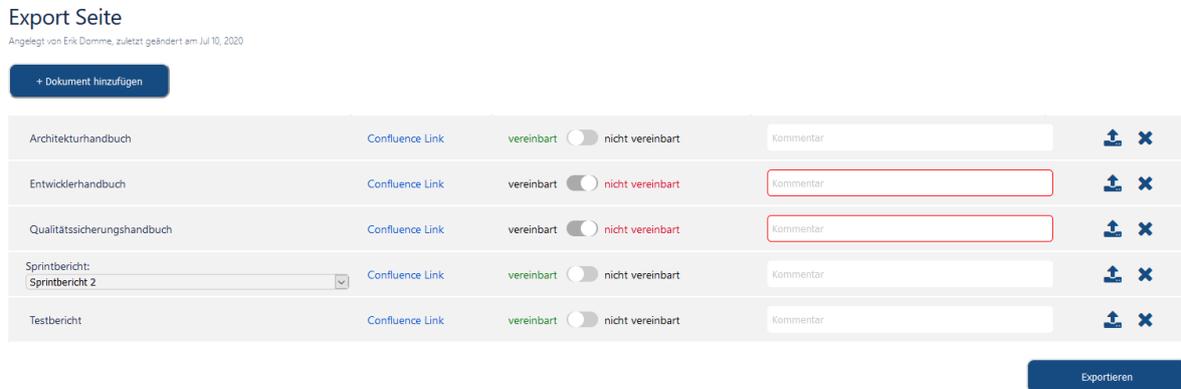


Figure 2 Document batch ready to export

You can click on “Exportieren” and the current status of the confluence page(s) will be localized and exported to your preselected file folder. The selection will not change or disappear after this process and can be reused periodically.

In the second area of the plug-in you will find the history of your exports with information on date, time and “agreed/approved”-status.

HISTORIE

Datum	Dokument/e	Kommentar
2020-07-10 14:05:31	<ul style="list-style-type: none"> <li>Architekturhandbuch</li> <li>Sprintbericht : Sprintbericht 2</li> <li>Testbericht</li> </ul>	Vereinbarung steht aus QS-Manager freigabe fehlt
2020-07-10 14:04:46	<ul style="list-style-type: none"> <li>Qualitätssicherungshandbuch</li> <li>Entwicklerhandbuch</li> <li>Architekturhandbuch</li> <li>Sprintbericht : Sprintbericht 2</li> <li>Testbericht</li> </ul>	Nicht vereinbarte Änderungen
2020-07-10 09:29:54	AHAB	

Figure 3 History of document exports

Hovering your mouse cursor over the document name will provide the information, if the document has been modified in respect to a previous version.



Figure 4 Indication of modified documents

In the right column you will find your added comments if added in the process.

# Batch Export and Approval Tool Statistics (BEATS)

## Preamble

The BEATS plug-in is linked to the BEAT (Confluence batch export) plug-in and cannot be used separately. Both plug-ins are designed for a specific use case. If you are interested in the functionality please do not hesitate to contact us. We will realize adaptations according to your needs.

## Summary

The BEATS plug-in allows the user to have a graphical overview over following BEAT-functionalities:

- Type of exported documents within one batch
- Timeline of exported documents
- Status of document “approved/agreed”
- Average time between two batch exports

Although this plug-in has a user-friendly interface and optimizes your workflow it is tailor made for a specific use case. Again, if you are not fully satisfied, please contact us and we will adapt the plug-in according to your needs.

## Functionalities

You can connect one BEATS plug-in to several BEAT plug-ins in different confluence areas, which represent projects in this scenario.

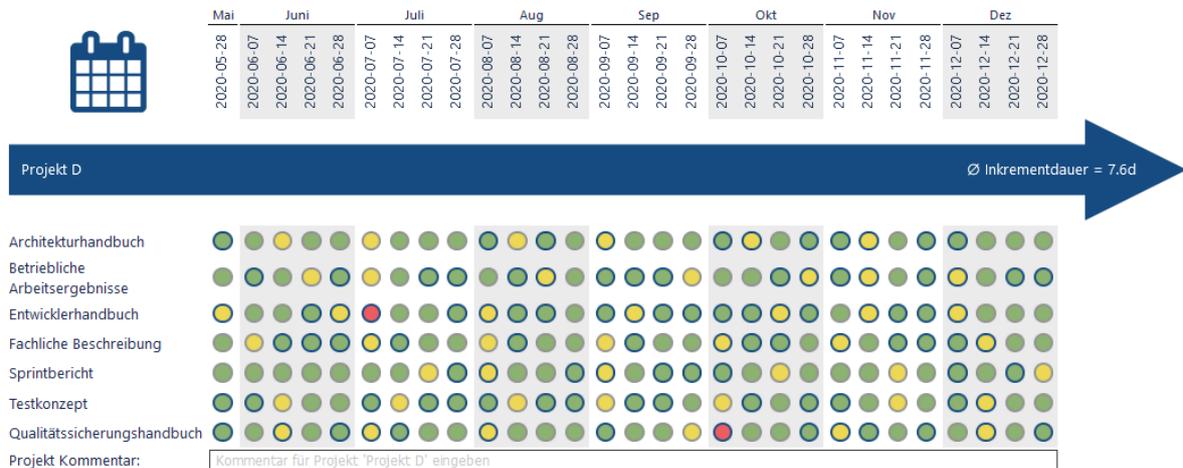


Figure 5 Example for export statistics

In this example (Figure 5) seven confluence pages have been exported in a time span between Mai and December which are represented by colored circles. The color indicates the status of the document e.g. “approved” or “agreed”. If the circle has a marked border line, the represented document has been modified in respect to a previous version.

Hovering your mouse cursor over the document name will show the comment added in the BEAT plug-in. The circles are also linked to the file folder of your pdf exports to provide an easy access.

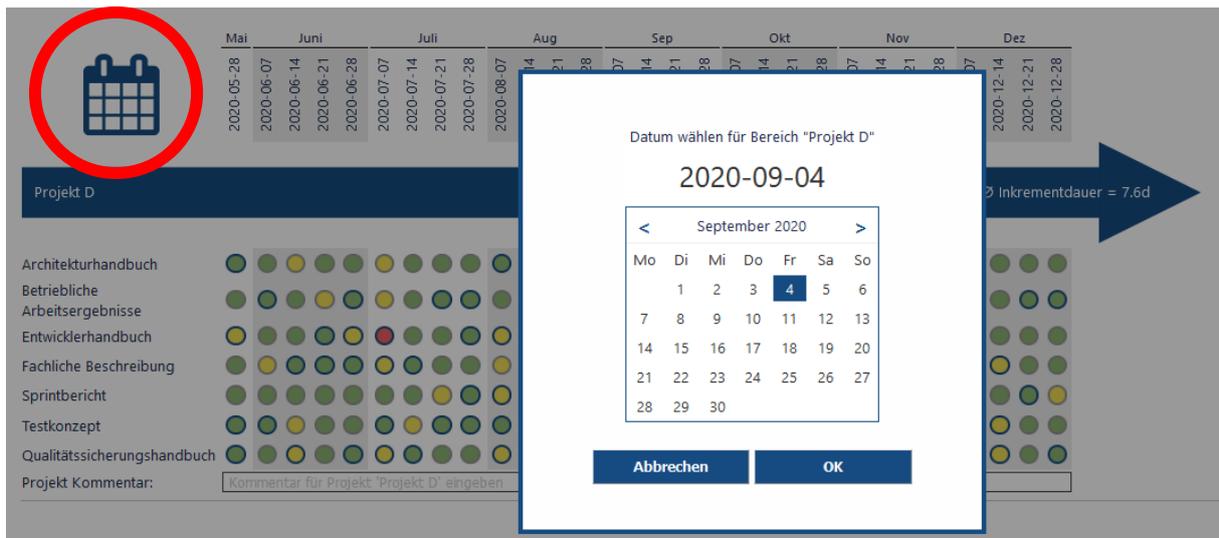


Figure 6 Access any time period

If you wish to access a date in the past which is not displayed, please click on the calendar symbol to access any time period you require.