

# Stratum.Viewer Year End Maintenance Guide



This document describes yearly maintenance steps to carry out for your Stratum.Viewer database. Before the end of each year, you need to use Stratum.Connector to select the upcoming New Year for Stratum measure groups. That needs to be done to make sure data from the upcoming year is reflected and available to use in Stratum.Viewer as data from the new year is generated.

For assistance with these steps, contact Silvon customer support at [CustomerSupport@silvon.com](mailto:CustomerSupport@silvon.com).


## Important Notes – Read First

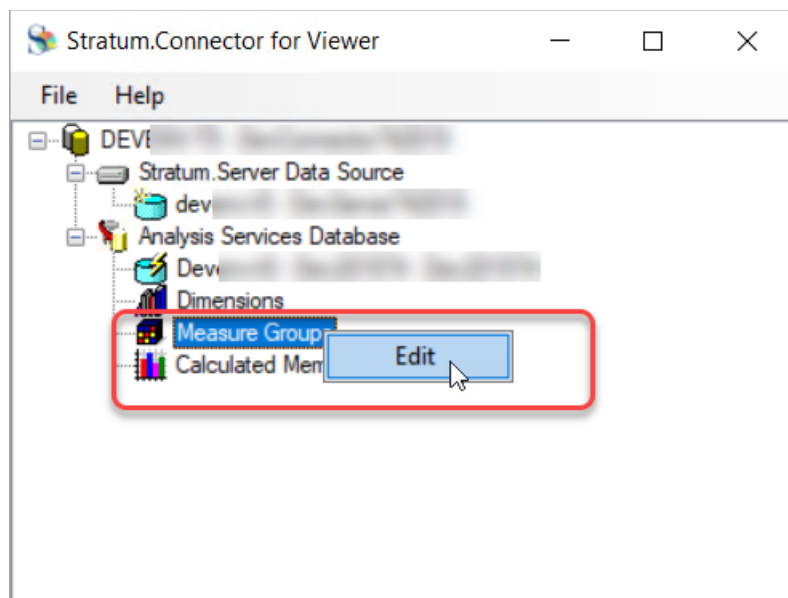
Before you begin, review these related tasks.



1. The applicable New Year must have been defined in ViewSet Item bucket mappings within your Stratum database. See the [Stratum Year End Maintenance Guide](#) for details about how to do that.
2. The Viewer preprocessing for LOADOLAP and CRTOMAST must be run. This means, the New Year must be defined in your LOADOLAP process. Define the New Year for the LOADOLAP process so it's in place before the next process.

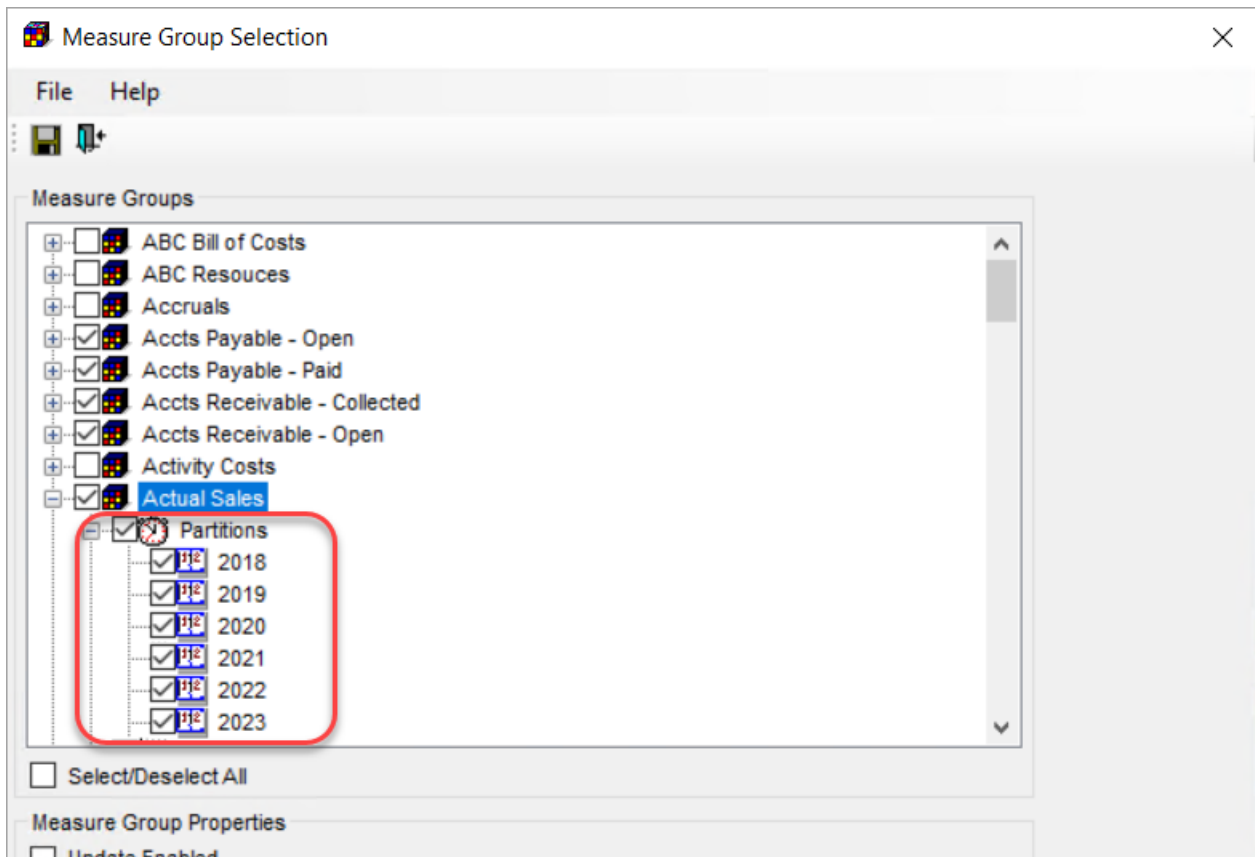
## Yearly Maintenance Steps

Do the following year end maintenance after you verify the steps in the prior section of this document have been done. The changes you make will be reflected in your Stratum environment after the next time a Full process happens (see Step 5 for more details).

1. Open the Stratum.Connector application.
2. If it's not already expanded, click the plus sign + next to Analysis Services Database to expand that tree in this window. This is the Stratum.Connector Analysis Services database.
3. Right-click on the Measure Groups node , and then select Edit.




4. In the Measure Group Selection window:
  - a. Scroll to the Measure Group you need to update, then click the plus sign + next to its name to open it.
  - b. Click the plus sign + next to its Partitions node so you can see checkboxes for its Partitions/years.
  - c. Select the checkbox for each new year you want to add.
  - d. Repeat steps 4a to 4c for each Measure Group that you need to update with a new year(s).
  - e. Click the Save  button to save the changes, then close  the window.



5. A “Full” process must be run by Stratum.Connector for these changes to take effect.

A Full process can be ran manually **or** with your nightly or other regularly scheduled process if it is set to run a Full or Standard process. The changes will take effect after that process is completed.

**Note:** This step only needs to be done if your nightly process is set to run a Limited process. In that case, you must run a manual Full process. Coordinate the timing of the Full process to happen when Stratum.Viewer is not actively being used – during a Full process, data is not available to users in Stratum.Viewer.

- a. Right-click the name of the Analysis Services database  in the main window, and select Full.
- b. Click Start in the Full window that displays.
- c. Confirm that you want to proceed with a Full process. When it's done, you can close the Full window.