

CHAPTER 2 - CONFIGURING RIO WATCHFOLDER

You can use the Rio WatchFolder application to establish connections to RioBroker endpoints and configure watch folders for those connections.



IMPORTANT

The Rio WatchFolder application requires the server to have the RioBroker application installed with a Device, Broker, and Endpoint configured before a watch folder can be configured.

This chapter covers the Rio WatchFolder user interface, how to configure a connection to a RioBroker Endpoint, and how to configure a watch folder.

- [Rio WatchFolder User Interface Overview below](#)
- [Configuring Connections on the next page](#)
- [Creating A New Connection on page 18](#)
- [Configuring WatchFolders on page 19](#)
- [Creating A New Watch Folder on page 20](#)

To begin, log in to the user interface on a browser.

Rio WatchFolder User Interface Overview

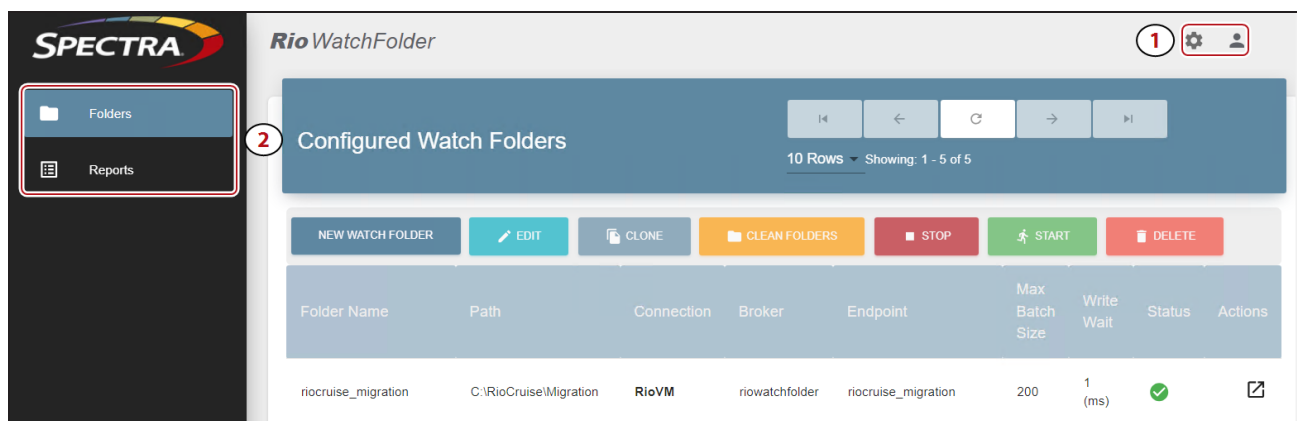


Figure 1 The Rio WatchFolder Home Page.

1. Use the **Gear** icon to access the **Configuration**, **Connection**, and **Logs** pages. The **User** icon logs the user out of the interface.
2. Use the **Dashboard** to select between the **Folders** and **Reports** page.

Configuring Connections

This section covers the **Connections** screen of the user interface. To navigate to the **Connections** screen, click the **Gear** icon and select **Connections**.

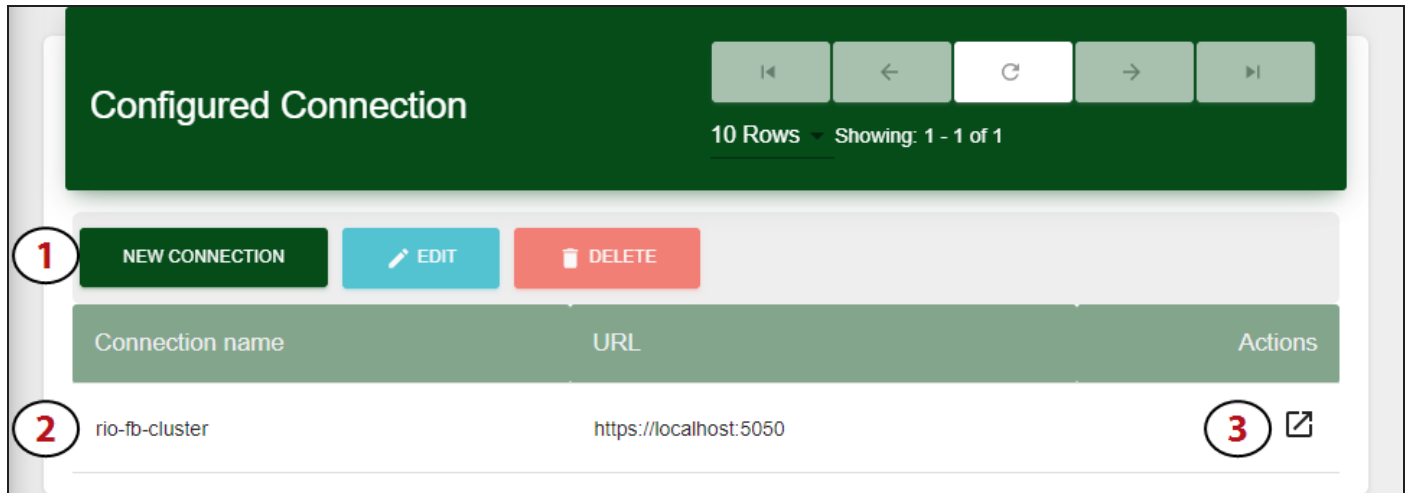


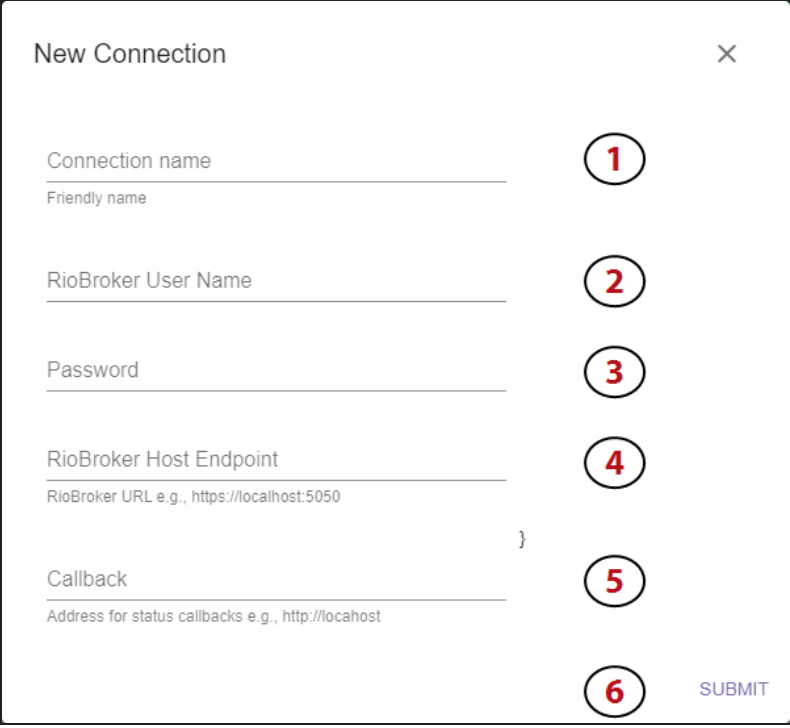
Figure 2 The Connections screen.

The **Connections** screen allows the user to create new connections, edit or delete existing connections, monitor the list of existing connections, and view individual connection details. Connections are between the RioBroker application and the Rio WatchFolder application. Use the figure above to locate the screen's features.

1. Press **New Connection**, **Edit**, or **Delete** as desired to either start the process to create a new connection or change a selected previous connection.
2. Previously configured connections display in this list which displays the connection name and URL.
3. Click the **Connection Detail** button to view a pop-up screen containing name, user, URI, and callback information for the selected connection.

Creating A New Connection

This section covers all the steps to create a new connection. From the **Connections** screen, click **New Connection** to begin. Follow the steps below using the following figure to create a new connection.



The screenshot shows a 'New Connection' dialog box with a close button (X) in the top right corner. The form contains the following fields and steps:

- 1**: Connection name (Friendly name)
- 2**: RioBroker User Name
- 3**: Password
- 4**: RioBroker Host Endpoint (RioBroker URL e.g., https://localhost:5050)
- 5**: Callback (Address for status callbacks e.g., http://localhost)
- 6**: SUBMIT button

Figure 3 The New Connection screen.

1. Enter a **New Connection Name**.
2. Enter the **RioBroker User Name** of the previously configured RioBroker user you want to use for the new connection.
3. Enter the **Password** of the selected RioBroker user.
4. Enter the URL of the previously configured and currently running RioBroker instance into the **RioBroker Host Endpoint** field.
5. Enter the URL for RioBroker status callbacks to the Rio WatchFolder instance into the **Callback** field. In most cases, the callback URL is http://HOSTNAME, where HOSTNAME is the name of the host running Rio WatchFolders application.
6. Click **Submit** when finished.

Configuring WatchFolders

This section covers the **WatchFolders** screen of the user interface. To navigate to the **WatchFolders** screen, click the **Folders** icon in the dashboard.

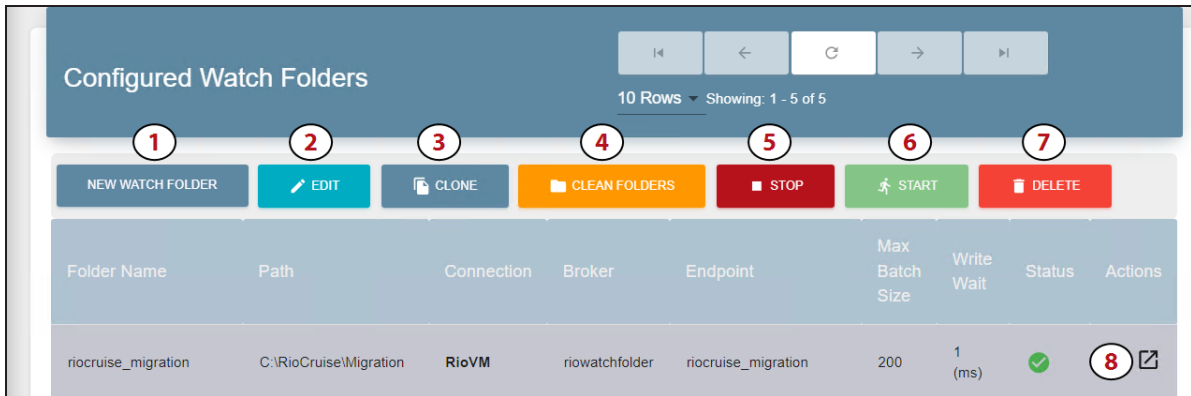


Figure 4 The WatchFolder screen.

1. Click **New Watch Folder** to create a new watch folder.
2. Click **Edit** with a previously configured watch folder selected to edit the selected folder's settings through the creation wizard.
3. Click **Clone** with a previously configured watch folder selected to clone the selected folder.
4. Click **Clean Folders** with a previously configured watch folder selected to clean the watch folder by removing any filtered files and empty folders.
5. Click **Stop** to pause an active watch folder.
6. Click **Start** to initialize a stopped watch folder.
7. Click **Delete** to delete the selected watch folder.
8. Click the icons under **Actions** to open the detail view of the selected watch folder or to view any errors.

Creating A New Watch Folder

This section covers the steps to create a new watch folder. To begin, navigate to the **WatchFolder** screen and click **New Watch Folder**.

New Watch Folder [Close]

1 Connection — 2 Metadata — 3 Filters — 4 Details — 5 Advanced

Folder name
QuickStartExample 1

Friendly name for display and reports

Folder URI
C:\Example 2

Local (/mnt/watch, C:\watch), or UNC path (\\10.0.1.2\share\watch)

Create from Template [None] 3 ?

Connection RioVM 4

Broker riowatchfolder 5 ?

Rio Endpoint Name riocruise_migration 6 ?

7 NEXT

Figure 5 The New Watch Folder - Connection screen.

1. Enter a **Folder Name** for the new folder.
2. Enter the **Folder URI** for the new folder.

- Using the drop-down menu, select an existing **Template** if desired. The drop-down menu only displays if there is an existing template. To create a template, see [Create A WatchFolder Template](#) on page 26.
- Using the drop-down menu, select a **Connection**.
- Using the drop-down menu, select a **Broker**.
- Using the drop-down menu, select a **Rio Endpoint Name**.
- Click **Next** to continue to the **Metadata** screen.

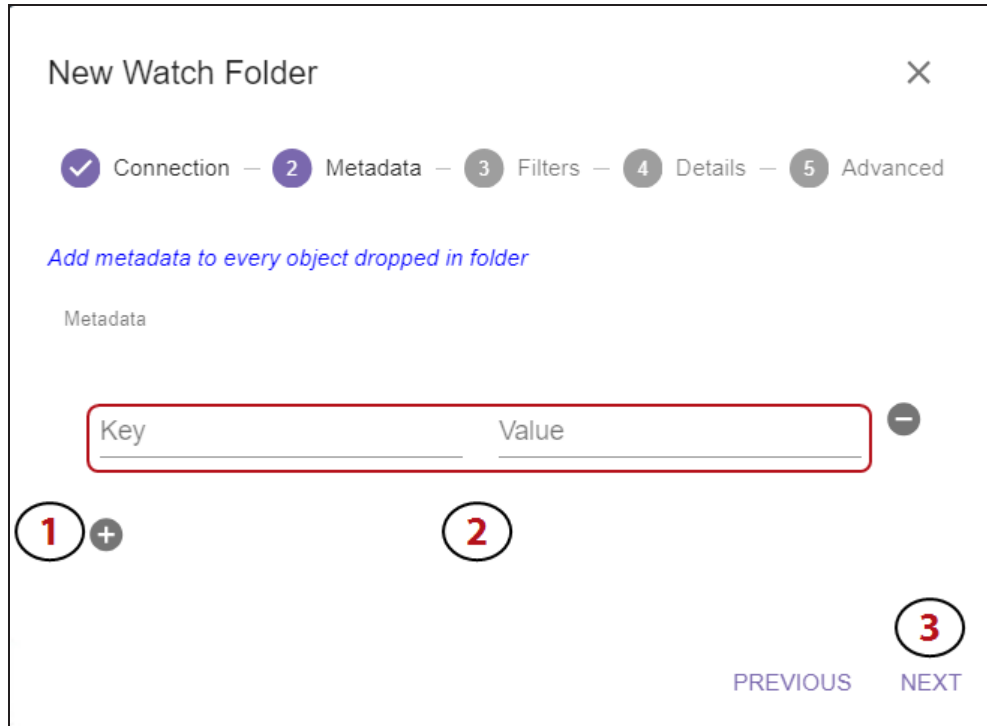


Figure 6 The New Watch Folder - Metadata screen.

- Click the **+** to create a new metadata tag.
- Enter the **Key** and **Value** for the metadata tag.
- When finished creating metadata tags, click **Next** to continue to the **Filters** screen.

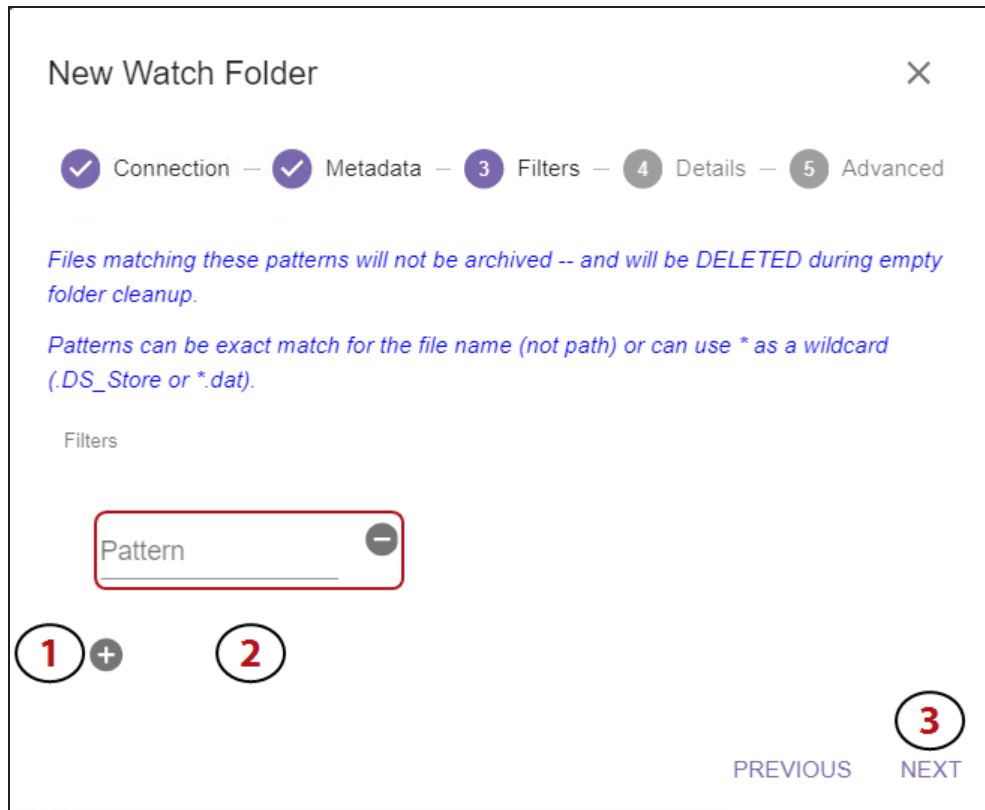


Figure 7 The New Watch Folder - Filters screen.

1. Click the + to create a new filter.
2. Enter the **Filter** parameters.



CAUTION

Filtered files are not processed by RioBroker and are deleted during folder cleanup.

3. Click **Next** to continue to the **Details** screen.

Figure 8 The New Watch Folder - Details screen.

1. Using the drop-down menu, select a **Max Batch Time**. Immediate archives files as they are placed in the watch folder. Watch folders archives files when either the maximum batch time or maximum batch size is reached.
2. Enter a value for the **Max Batch Size**. Watch folders archives files when either the maximum batch time or maximum batch size is reached.
3. Enter number values for **Retries** and **Minutes between Retries**.
4. Using the drop-down menus, select values for **Time of Day** and **Folder Idle Time** to determine the time of day the watch folder deletes files not matching defined filters.
5. Enter a **Job Name** to set the name of the RioBroker archive jobs created by the watch folder.

6. Select **Index Media** if desired.

Note: Index Media slows file archiving.

7. Click **Next** to continue on to the **Advanced** screen.

New Watch Folder ×

Connection —
 Metadata —
 Filters —
 Details —
 Advanced

Advanced tuning parameters for specific workflows. Defaults are recommended.

Readme File
 WATCH_FOLDER_README.txt 1
 Name of file in watch folder explaining behavior (blank for none)

Error File
 WATCH_FOLDER_ERRORS.csv 2
 File in watch folder to communicate transfer errors (blank for none)

Metadata File Extension
 .meta 3
 e.g., file1.txt.meta will contain metadata for file1.txt

RioBroker Timeout
 60000 4
 Max time to wait (in ms) for RioBroker to respond

Status Poll Minutes
 60 5
 Poll Job Status (for missed callback)

Test Location on Submit (Recommended) 6

7
 PREVIOUS SUBMIT

Figure 9 The New Watch Folder - Advanced screen.

1. Enter a name for the **Readme File**.
2. Enter a name for the **Error File**.
3. Enter a value for **Metadata File Extension** if desired.
4. Enter values for **RioBroker Timeout** if desired.
5. Enter a value for **Status Poll Minutes** if desired.

6. Deselect **Test Location** if the RioBroker application or the storage devices are not available when configuring the watch folder.
7. Click **Submit**.

Cloning A WatchFolder

This section covers the **Clone** feature of **WatchFolder** screen. Select a watch folder to clone, then click **Clone** (see Figure 4 on page 19).

Clone riocruise_migration

1 Connection — 2 Metadata — 3 Filters — 4 Details — 5 Advanced

Folder name
QuickStartExample 1

Friendly name for display and reports

Folder URI
\\10.85.41.38\VerdeSAS1\rio\riowatch\sports 2

Local (/mnt/watch, C:\watch), or UNC path (\\10.0.1.2\share\watch)

Connection
RioVM 3

Broker
riowatchfolder 4

Rio Endpoint Name
y_riowatchfolder_news 5

6
NEXT

Figure 10 The Clone Watch Folder - Connection screen.

1. Enter a new name for the **Folder name**.
2. Enter a **Folder URI**. Clones must have a unique URI.

3. Using the drop-down menu, select a **Connection**.
4. Using the drop-down menu, select a **Broker**.
5. Using the drop-down menu, select a **Rio Endpoint Name**. Clones must have a unique Rio Endpoint Name.
6. Click **Next** to continue to the **Metadata** screen. For instructions for the Metadata and subsequent screens, use the steps above starting with [The New Watch Folder - Metadata screen. on page 21](#)

WatchFolder Templates

This section covers the **Folder Templates** screen. To navigate to the screen, click the **Gear** icon and select **Templates**.

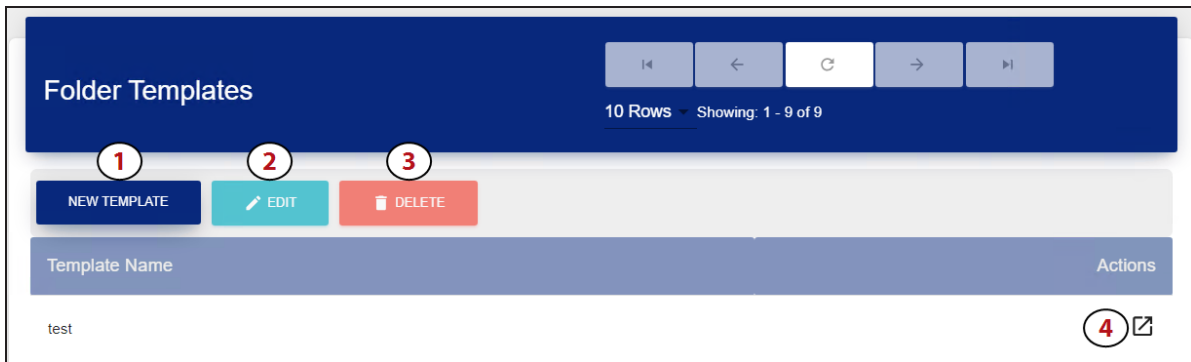


Figure 11 The Folder Templates screen.

1. Click **New Template** to create a new template.
2. Click **Edit** when selecting an existing template to edit the template.
3. Click **Delete** when selecting an existing template to delete the template.
4. Click the **Details** button to view the template configuration details.

Create A WatchFolder Template

This section covers how to create a new watch folder template. To begin, click **New Template**.

New Template

1 Template — 2 Metadata — 3 Filters — 4 Details — 5 Advanced

Template Name
QuickStartExample

Friendly name for display and reports

Copy values from

3
NEXT

Figure 12 The New Template screen.

1. Enter a **Template Name**.
2. Use the **Copy values from** drop-down menu to select an existing template or watch folder.
3. Click **Next** to continue to the **Metadata** screen. For instructions for the Metadata and subsequent screens, use the steps above starting with [The New Watch Folder - Metadata screen](#), on page 21

After configuring, the template is available in the New Watch Folder wizard in a drop-down menu. Users may select the template to apply the parameters included in the template.