BIT660
Data Archiving

COURSE OUTLINE

Course Version: 11
Course Duration: 3 Day(s)
SAP Copyrights and Trademarks

© 2017 SAP SE or an SAP affiliate company. All rights reserved.

No part of this publication may be reproduced or transmitted in any form or for any purpose without the express permission of SAP SE or an SAP affiliate company.

SAP and other SAP products and services mentioned herein as well as their respective logos are trademarks or registered trademarks of SAP SE (or an SAP affiliate company) in Germany and other countries. Please see http://global12.sap.com/corporate-en/legal/copyright/index.epx for additional trademark information and notices.

Some software products marketed by SAP SE and its distributors contain proprietary software components of other software vendors.

National product specifications may vary.

These materials are provided by SAP SE or an SAP affiliate company for informational purposes only, without representation or warranty of any kind, and SAP SE or its affiliated companies shall not be liable for errors or omissions with respect to the materials. The only warranties for SAP SE or SAP affiliate company products and services are those that are set forth in the express warranty statements accompanying such products and services, if any. Nothing herein should be construed as constituting an additional warranty.

In particular, SAP SE or its affiliated companies have no obligation to pursue any course of business outlined in this document or any related presentation, or to develop or release any functionality mentioned therein. This document, or any related presentation, and SAP SE’s or its affiliated companies’ strategy and possible future developments, products, and/or platform directions and functionality are all subject to change and may be changed by SAP SE or its affiliated companies at any time for any reason without notice. The information in this document is not a commitment, promise, or legal obligation to deliver any material, code, or functionality. All forward-looking statements are subject to various risks and uncertainties that could cause actual results to differ materially from expectations. Readers are cautioned not to place undue reliance on these forward-looking statements, which speak only as of their dates, and they should not be relied upon in making purchasing decisions.
Typographic Conventions

American English is the standard used in this handbook. The following typographic conventions are also used.

This information is displayed in the instructor’s presentation

Demonstration

Procedure

Warning or Caution

Hint

Related or Additional Information

Facilitated Discussion

User interface control  
Example text

Window title  
Example text
## Contents

<table>
<thead>
<tr>
<th>Page</th>
<th>Unit</th>
<th>Lesson</th>
</tr>
</thead>
<tbody>
<tr>
<td>vii</td>
<td></td>
<td>Course Overview</td>
</tr>
<tr>
<td>1</td>
<td>Unit 1:</td>
<td>Basic Principles of Data Archiving</td>
</tr>
<tr>
<td>1</td>
<td>Lesson:</td>
<td>Data Archiving and Its Role in Your System</td>
</tr>
<tr>
<td>1</td>
<td>Lesson:</td>
<td>The Data Archiving Process</td>
</tr>
<tr>
<td>1</td>
<td>Lesson:</td>
<td>Server Configuration and Job Scheduling Options</td>
</tr>
<tr>
<td>1</td>
<td>Lesson:</td>
<td>Archive Development Kit (ADK) and XML-Based Archiving</td>
</tr>
<tr>
<td>2</td>
<td>Lesson:</td>
<td>Archiving to get to SAP HANA &amp; S4/HANA</td>
</tr>
<tr>
<td>2</td>
<td>Lesson:</td>
<td>The Data Archiving Project</td>
</tr>
<tr>
<td>3</td>
<td>Unit 2:</td>
<td>The Archiving Object and its Customizing</td>
</tr>
<tr>
<td>3</td>
<td>Lesson:</td>
<td>The Structure of an Archiving Object</td>
</tr>
<tr>
<td>3</td>
<td>Lesson:</td>
<td>Customizing the File Names and Paths</td>
</tr>
<tr>
<td>3</td>
<td>Lesson:</td>
<td>Archiving-Object-Specific and Cross-Archiving-ObjectCustomizing</td>
</tr>
<tr>
<td>3</td>
<td>Lesson:</td>
<td>Application-Specific Customizing</td>
</tr>
<tr>
<td>4</td>
<td>Lesson:</td>
<td>Customizing of an External Storage System</td>
</tr>
<tr>
<td>5</td>
<td>Unit 3:</td>
<td>Data Assignment to Archiving Objects</td>
</tr>
<tr>
<td>5</td>
<td>Lesson:</td>
<td>Database Analysis</td>
</tr>
<tr>
<td>5</td>
<td>Lesson:</td>
<td>Assigning Tables–ArchivingObjects</td>
</tr>
<tr>
<td>5</td>
<td>Lesson:</td>
<td>Data Analysis Phase During the Data Archiving Project</td>
</tr>
<tr>
<td>5</td>
<td>Lesson:</td>
<td>Determining Appropriate Selection Criteria with TransactionTAANA</td>
</tr>
<tr>
<td>7</td>
<td>Unit 4:</td>
<td>Data Archiving Transaction SARA</td>
</tr>
<tr>
<td>7</td>
<td>Lesson:</td>
<td>Planning and Doing Data Archiving</td>
</tr>
<tr>
<td>7</td>
<td>Lesson:</td>
<td>Monitoring Data Archiving Processes</td>
</tr>
<tr>
<td>7</td>
<td>Lesson:</td>
<td>Managing Archiving Sessions and Files</td>
</tr>
<tr>
<td>7</td>
<td>Lesson:</td>
<td>Storing Archive Files</td>
</tr>
<tr>
<td>8</td>
<td>Lesson:</td>
<td>Conception and Implementation of a Data Archiving Project</td>
</tr>
<tr>
<td>9</td>
<td>Unit 5:</td>
<td>Archived Data Retrieval</td>
</tr>
<tr>
<td>9</td>
<td>Lesson:</td>
<td>Accessing Archived Data</td>
</tr>
<tr>
<td>9</td>
<td>Lesson:</td>
<td>The Archive Information System</td>
</tr>
<tr>
<td>9</td>
<td>Lesson:</td>
<td>Document Relationship Browser (DRB)</td>
</tr>
<tr>
<td>9</td>
<td>Lesson:</td>
<td>Data Archiving and Taxes</td>
</tr>
<tr>
<td>11</td>
<td>Unit 6:</td>
<td>Appendix</td>
</tr>
<tr>
<td>11</td>
<td>Lesson:</td>
<td>Lesson: Learning Appendices</td>
</tr>
</tbody>
</table>
TARGET AUDIENCE
This course is intended for the following audiences:

- Data Consultant/Manager
- Developer
- Development Consultant
- Solution Architect
- System Administrator
- Technology Consultant
Lesson 1: Data Archiving and Its Role in Your System

Lesson Objectives
After completing this lesson, you will be able to:

- Explain Data Archiving and Its role in your system
- Determine the positioning of data archiving in SAP solutions
- Differentiate between data archiving and document storage

Lesson 2: The Data Archiving Process

Lesson Objectives
After completing this lesson, you will be able to:

- Describe the two-phase process of data archiving
- Describe the different options for starting delete jobs
- Describe the option of using an external storage system

Lesson 3: Server Configuration and Job Scheduling Options

Lesson Objectives
After completing this lesson, you will be able to:

- Describe the different server configuration options for the data archiving process
- List the different options for archiving job processing, including using external job schedulers
- List factors that affect the duration of data archiving

Lesson 4: Archive Development Kit (ADK) and XML-Based Archiving

Lesson Objectives
After completing this lesson, you will be able to:

- Describe the central function of ADK in the data archiving process
- Name the main properties of ADK
Lesson 5: Archiving to get to SAP HANA & S4/HANA

Lesson Objectives
After completing this lesson, you will be able to:

- Explain the Transition of Archiving to SAP HANA & S4/HANA

Lesson 6: The Data Archiving Project

Lesson Objectives
After completing this lesson, you will be able to:

- List the phases of an archiving project
- Describe the basics of setting up an archiving team
UNIT 2  The Archiving Object and its Customizing

Lesson 1: The Structure of an Archiving Object
Lesson Objectives
After completing this lesson, you will be able to:

● Describe and display the mandatory and optional components of an archiving object
● Describe the use of transactions SARA and AOBJ

Lesson 2: Customizing the File Names and Paths
Lesson Objectives
After completing this lesson, you will be able to:

● Maintain file names and file paths
● Maintain storage folders if you want to store archive files in a storage system

Lesson 3: Archiving-Object-Specific and Cross-Archiving-Object Customizing
Lesson Objectives
After completing this lesson, you will be able to:

● Perform cross-archiving-object customizing
● Perform archiving-object-specific customizing
● Name possible variants in Data Archiving

Lesson 4: Application-Specific Customizing
Lesson Objectives
After completing this lesson, you will be able to:

● Maintain document, account and index life for FI_DOCUMNT
● Maintain residence times for SD archiving objects
● Describe how to use user exits for SD archiving objects
Lesson 5: Customizing of an External Storage System

Lesson Objectives
After completing this lesson, you will be able to:

- Describe the necessary Customizing settings for the ArchiveLink interface
- Target an existing content repository using the SAP CMS interface
UNIT 3  
Data Assignment to Archiving Objects

Lesson 1: Database Analysis

Lesson Objectives
After completing this lesson, you will be able to:

- Determine the critical tables using "size" and "growth"

Lesson 2: Assigning Tables—Archiving Objects

Lesson Objectives
After completing this lesson, you will be able to:

- Assign an archiving object to a table
- Choose one suitable archiving object from several that can be assigned

Lesson 3: Data Analysis Phase During the Data Archiving Project

Lesson Objectives
After completing this lesson, you will be able to:

- Describe dependencies between archiving objects
- Use the network graphic to display archiving sequences
- Identify business, technical and legal considerations in data archiving

Lesson 4: Determining Appropriate Selection Criteria with Transaction TAANA

Lesson Objectives
After completing this lesson, you will be able to:

- Use transaction TAANA to determine appropriate selection criteria
- Use transaction TAANA to determine appropriate archiving objects

© Copyright. All rights reserved.
Lesson 1: Planning and Doing Data Archiving

Lesson Objectives
After completing this lesson, you will be able to:

- Carry out functions in transaction SARA
- Schedule archiving jobs
- Maintain variants
- Describe both sides of the authorization check

Lesson 2: Monitoring Data Archiving Processes

Lesson Objectives
After completing this lesson, you will be able to:

- Monitor archiving jobs
- Display and interpret logs
- Interpret data archiving statistics
- Describe the procedure for errors and restart scenarios

Lesson 3: Managing Archiving Sessions and Files

Lesson Objectives
After completing this lesson, you will be able to:

- Describe how management data is structured
- Archive management data
- Interpret the status of archiving sessions

Lesson 4: Storing Archive Files

Lesson Objectives
After completing this lesson, you will be able to:

- Store archive files
Lesson 5: Conception and Implementation of a Data Archiving Project

Lesson Objectives
After completing this lesson, you will be able to:

● Describe the connection between data archiving and system performance
● Describe the meaning and the requirements of a long-term archiving plan
Lesson 1: Accessing Archived Data

Lesson Objectives
After completing this lesson, you will be able to:

- List the options for accessing archived data
- Display archived documents directly from the standard display transactions
- Access archived documents using special read programs
- Describe the functions available in the SAP R/3 Enterprise release and in earlier releases
- Understand the reload function in the context of accessing archived data

Lesson 2: The Archive Information System

Lesson Objectives
After completing this lesson, you will be able to:

- Describe the components and the usage areas of the Archive Information System
- Create or adapt an archive information structure
- Build an archive information structure
- Search for a document directly using the Archive Information System and displaying it in a technical view

Lesson 3: Document Relationship Browser (DRB)

Lesson Objectives
After completing this lesson, you will be able to:

- Describe the Document Relationship Browser (DRB) and its purpose
- List the differences between Document Relationship Browser in Release 4.6C and in SAP R/3 Enterprise
- Use roles in the Document Relationship Browser or personalize its functions

Lesson 4: Data Archiving and Taxes
Lesson Objectives
After completing this lesson, you will be able to:

- Define and explain the purpose of the Data Retention Tool (DART)
- Describe the connection between data archiving and DART
- Describe which data DART saves in its extract files and how
- Explain why you need views of DART extracts
Lesson 1: Lesson: Learning Appendices

Lesson Objectives
After completing this lesson, you will be able to:

•