

Administrating Process Mining

Accessing the Process Mining Administration

This chapter explains how to administrate the settings of the PAS component Process Mining.



Important Prerequisites

- Only users with profile **analytics_admin** are able to use the Process Mining view in the **user management**.
- With PAS 22.1, the collector scheduler has been disabled by default in the **analytics-collector-service**.
If you want to collect data from any service you have to enable the scheduler first:
 1. Open the service details in the **Administration**.
 2. Go to tab **Configuration** and unlock it.
 3. Set variable **enable** to **true**.

```
"collectorScheduler": {  
  "enable": true,  
  ...  
}
```

On this Page:

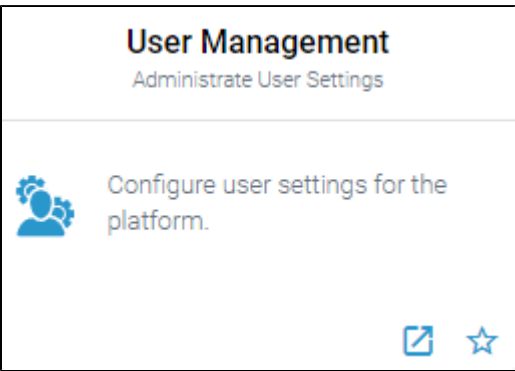
- [Accessing the Process Mining Administration](#)
- [Overview on the Process Mining Administration Start Page](#)
 - [Features of the Navigation Bar](#)

Related Pages:

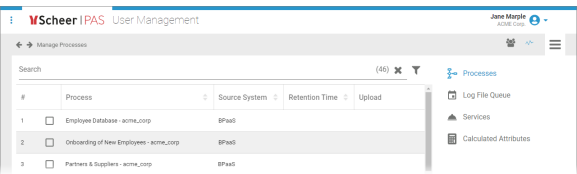
- [Collecting Logs](#)
- [Uploading Log Files](#)
- [Adding Diagrams](#)
- [Setting a Retention Time for Instance Data](#)
- [Using Calculated Metrics](#)
- [Monitoring the ETL Process State](#)
- [Monitoring the Log File Queue](#)
- [Administering Users](#)
 - [Working With the User Management](#)

Related Documentation:

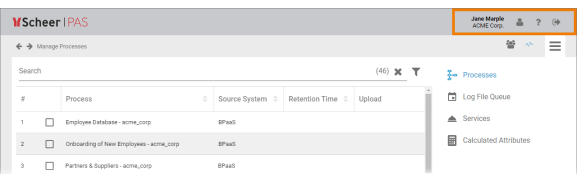
- [Process Mining](#)
- [Process Mining Installation Guide](#)
- [Troubleshooting User Management](#)




To access the Process Mining administration, click on the user management tile in the **Scheer PAS Portal**.






If you click on the user management tile, the application will open within the portal.




You can also open the user management in a separate browser tab. To do so, use the icon  in the lower right corner of the tile.
In that case, an additional navigation bar is displayed in the header.



Jane Marple
ACME Corp.





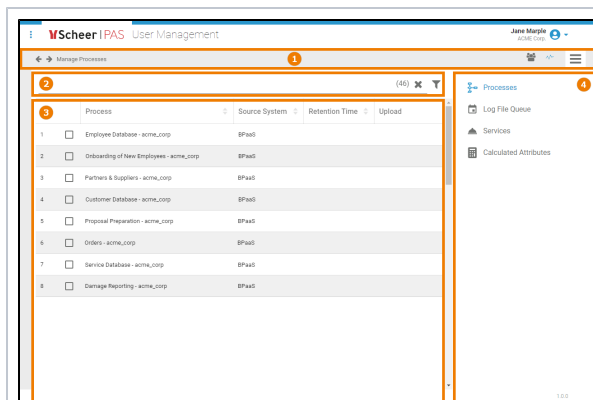


You can access two different views in the user management:

Icon	Description
	<p>Process Mining</p> <p>Click this icon to access the Process Mining administration where you can manage the Mining settings such as uploading log files, collect logs, add calculated attributes and more.</p> <p>The functionalities of the Process Mining administration are explained in this chapter.</p>
	<p>User Management</p> <p>Click this icon to access the user management where your can add new users and manage current user accounts, profiles and roles.</p> <p>Go to chapter Administering Users for detailed information.</p>

Overview on the Process Mining Administration Start Page

The Process Mining administration page consists of four sections:



1. **Navigation Bar:** Use the navigation bar to switch between the user management and the Process Mining view, to show and hide the sidebar menu and to navigate through the Process Mining administration pages. See [Features of the Navigation Bar](#) for detailed information.
2. **Filter:** Use the filter to search the content displayed below.
3. **Content Area:** Shows the content of the selected menu option.
4. **Sidebar:** Use the sidebar to select one of the menu options.

Jane Marple
ACME Corp.

Processes

Log File Queue

Services

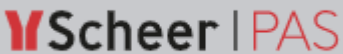

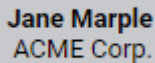
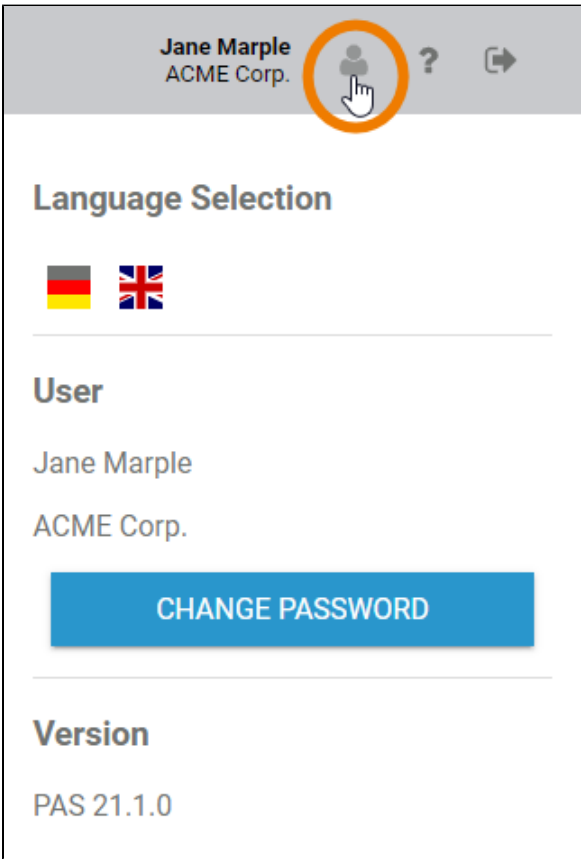


Calculated Attributes

In the Process Mining view, the corresponding menu items are displayed in the sidebar:

Icon	Menu	Description
	Processes	<p>Go to page Adding Diagrams to learn how to add a diagram to an integration process.</p> <p>Go to page Setting a Retention Time for Instance Data for information about how to monitor your processes and set a retention time for the process data.</p>
	Log File Queue	Go to page Uploading Log Files to get to know how administrators can monitor the log file import from the services and upload older log files manually.
	Services	Go to page Collecting Logs to learn how to manage the collection of logs.
	Calculated Attributes	Go to chapter Using Calculated Metrics to get detailed information about the creation of your own calculations.

Page [Working With the User Management](#) explains the basic functionalities such as filtering and sorting content which is also applicable to the contents of the Process Mining administration pages.

Features of the Navigation Bar

Button/Display	Description
	Click the logo to return to the start page of the user management.
	You can browse through the pages forwards and backwards by using the navigation buttons .
	The user name of the current user and the name of his company are displayed in the navigation bar.
	<p>Click icon  to access the user preferences of the current user. The user details are displayed in the sidebar:</p> <ul style="list-style-type: none"> • Language Selection: Click one of the flags to change the display language. Currently German and English are supported. • User: Your login name and the name of your company are displayed here. <ul style="list-style-type: none"> ◦ Change Password: Click this button to change your personal password. The necessary input fields will be displayed in the sidebar: <div data-bbox="820 884 1396 1644" data-label="Form"> <div> <div>User</div> <div>Jane Marple</div> <div>ACME Corp.</div> <div>Change Password</div> <div>Current Password</div> <div>New Password</div> <div>Confirm New Password</div> <div> <div>SAVE</div> <div>CANCEL</div> </div> </div> </div> <p>• Version: The version number of your Scheer PAS installation is displayed here.</p>
	Click the interrogation mark if you need help . The button opens the Administrator's Guide.



Use the **logout** button to sign off.



You can hide the sidebar by clicking the **menu** button. Click it again to display the sidebar.