Email Data with Attachments From Excel
Readme

Version 1.0

11/05/2020

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1.   Introduction

Instructions: Summarize the purpose of the document.

This document contains all essential information for the user to make full use of the Bot. This manual includes a description of the functions and capabilities and step-by-step procedures for setup & configuration of the Bot.

1.1   Overview

Reads the data from excel file and send it to mail id, fetched from that excel file and attach file from the folder according file name mention on that excel file.

1.2   Common Use cases

Instructions: Generic use cases where this Bot or Digital worker can be reused with.

Example: Install and uninstall the Ansible application.

2. Requirements and Prerequisites

1.3   System Requirements

For the PC or server where the bot needs to run:

- RAM: 8GB or higher
- PROCESSOR: Intel Core i5 or higher and equivalent for any other OS
- Hard Disk: Up to 2GB of overall free space in the AA Client installation drive.

Reference below for Enterprise Client & Control Room system requirements.

1.4   Prerequisites

- SQL Server

- AA Enterprise Client 11.x

- AA Enterprise Control Room 11.x

- Putty.exe(terminal emulator)

- Ubuntu Server (where u need to install the Ansible application)

• Accounts/License needed –

- Email Inbox – To receive/send emails

- AA Enterprise License

1.5   Security Measures

There are some security best practice recommendations that you may follow with your DW.

- It is not recommended to provide admin access to the Windows User Account executing the Bots, to avoid unintended access to system files.
- It is recommended to change the Workday account credentials twice or more in a Quarter to ensure data safety
- It is recommended to change the passwords for the HR Email account twice or more in a Quarter to ensure data safety.

3. Getting Started

1.6   Installation Hierarchy

Once the bot is downloaded and installed, the installer creates the files in the folder structure as shown below.

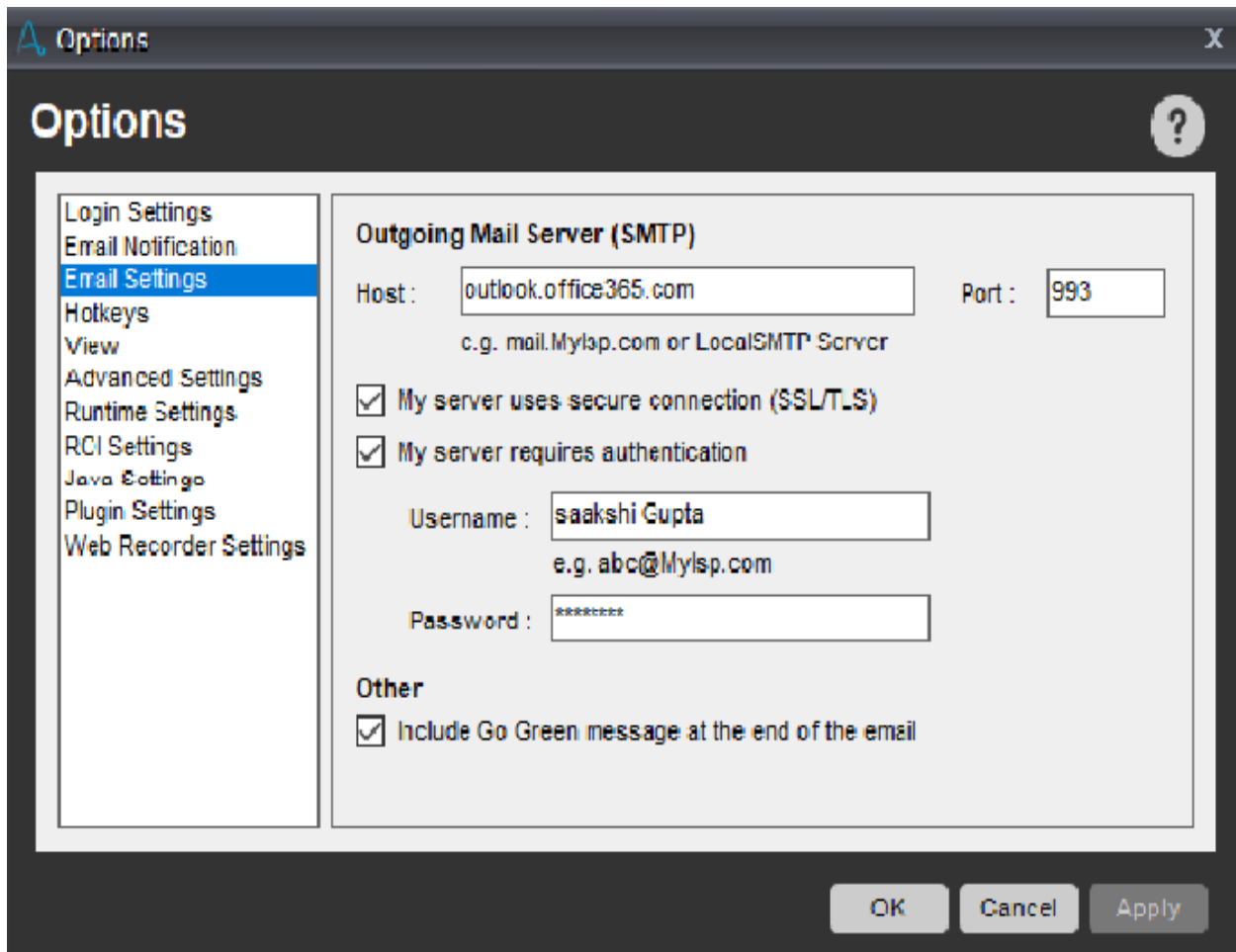| Folder Structure	Description
<AA Application Path>	<AA Application Path> is the location where AA files are stored on your machine
1. My Tasks	**1. My Tasks** My Task Folder is the default directory where Bot Files are saved.
1.1. Bot Store	**1.1 Bot Store** Bot Store Folder contains the Bot Name Folder which the installer creates while installation of the Bot.
1.1.1. Digital Human Resources Admin • **Error Folder** o **Logs** - Error logs Month-Day-Year Hour Min Sec.txt o **Snapshots** - Error Snap Month-Day-Year.png	**1.1.1 Digital Human Resources Admin** This folder gets created by the installer and contains files and folders needed for the bot execution. • **Error folder** is where logs and snapshots of screens will be placed if something goes wrong with the bot during execution
• **Input Folder** o HRWorkerConfiguration.txt • **My Tasks** o Email_DatawithAttacmentsFromExcel.atmx	• **Input Folder** having the config file. Bot will read the basic details of terminal emulator and Ubuntu server from config file. User must change these details value before running the bot. • **My Tasks** folder contains all the Developed Platform Source Code

1.7   Quick Start

Setup

STEP 2 (Setup Automation Anywhere Control Room to send Emails):

- Open the Automation Anywhere CR and click on settings > Email

- Fill in the required Email SMTP server details along with Username and Password. Save changes.

STEP 1 (Setup Automation Anywhere client to send Emails):

- Open the Automation Anywhere client and click on Tools > Options

- Fill in the required Email SMTP server details along with Username and Password. Click on Apply.

Company Logo here

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Logs

In case of Errors, Error Logs & Screenshots are generated within Error.

- *Error Folder*
- *ErrorLogs (Folder)*
- *ErrorLogs.csv*
- *ErrorSnapshots (Folder)*
- *ErrorSnapshot.png*

Working Flow of Bot:

- Bot will open and read the excel data and send all the details with attachment on mail.
- It will read the attach file name from excel file and search that file from folder and use that file as an attachment.