

Control Tower



We have moved to a new documentation platform. This section is no longer supported. For the up-to-date information, see [Introduction to Control Tower](#).

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Introduction

Control Tower is one of the main components of Business Edition used for:

- designing, running and scheduling Business Processes
- creating Manual Tasks
- creating and managing Users
- creating and managing Bot Sources

Getting started with Control Tower



Hint

Before you start working with Control Tower, make sure there are no Windows updates pending, as some of them may cause improper operation of Control Tower.

Control Tower is turned off by default when you start Intelligent Automation Cloud Business. To get access to Control Tower, do as follows.

1. Go to [Enable Server Components](#) and [enable](#) server components.
2. Log in using your credentials (username and password you have created during the Intelligent Automation Cloud Business installation).



If you forgot your Control Tower credentials, refer to [this guide](#) to change them.

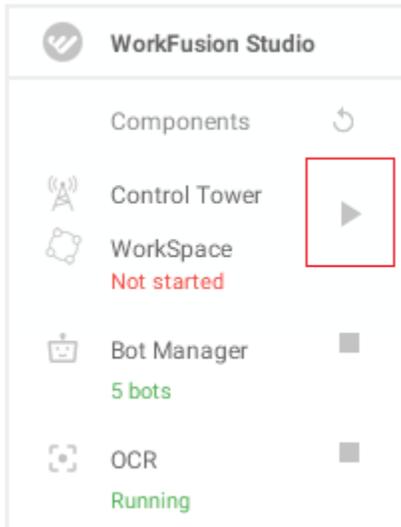
 **Control Tower**
RPA Express

username

.....

Login

To launch Control Tower, start it from the tray menu and then click Control Tower to open in your browser.



After launching Control Tower, you will see a dashboard with the following links:

- Account Information
- Business Processes
- Manual Tasks
- Datastores
- [Secrets Vault \(Secure Storage\)](#)
- Schedules

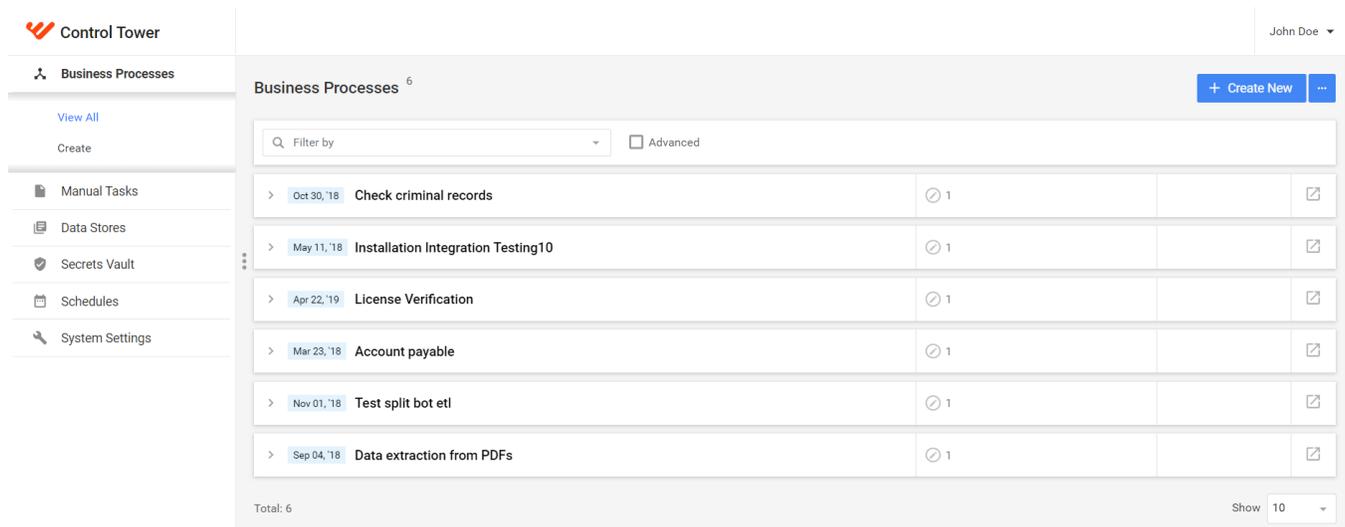
Clicking your username in the top right corner of the screen will bring up your [account menu](#). Here you can:

- view the current state of your **License** and renew it
- view and update your **User Settings**
- set up your display language
- **back up** all your data
- **log out**

 For more information, refer to Control Tower [User Settings](#).

Business processes overview

To view your business processes, go to **Business Processes** > **View All** where you can find the list of your business processes.



Use a filter with multiple parameters to sort your business processes.

Filter by Advanced

Author contains

Created greater than

Running true

Match all parameters

Info

Intelligent Automation Cloud Business comes with a set of sample business processes in Control Tower.

- [Account Payable](#) – collects invoices as images from a web application into an S3 bucket, processes them using OCR and extracts the required information in a Manual task.
- [License Verification](#) – finds the licenses online by their numbers and retrieves required information about them.
- [Check criminal records](#) – finds the criminal records using personal information and saves the results in HTML.
- Data extraction from PDFs – extracts data from PDFs using OCR.
- Installation Integration Testing – performs installation integration testing and exports results.
- [Test split bot etl](#) – splits data between bot tasks in the middle of the business process.

A business process can have the following statuses:

	Draft (hasn't been run yet)
	Running (in the process of execution)
	Completed (executed successfully)
	Errors (started but wasn't completed due to errors)

When expanding the business process list, you can see the details about each instance:

- when it was executed
- how it was launched (manually or via scheduler)
- the number of processed records in the business process
- executed tasks in the business process (bot and manual), their status and the number of processed records in each task.

Clicking on the BP instance will open the workflow (for drafts) or the results tab (completed processes).

Main operations with business process

You can perform the following operation with a Business Process:

1. **Link to Workflow** – view the workflow defined for the Business Process as a diagram, including all tasks (Manual and Bot) and rules for transitions between tasks.
2. **View events log** – open the events log of the Business Process with an option to export it to Excel.
3. **Open process definition in a new tab** – open the Business Process with all its instances in a separate tab.
4. **Actions** – open the list of actions you can perform with the Business Process.

Note

The items displayed in the menu depend on the status of the Business Process.

- a. **Copy** – create a copy of the Business Process as an instance linked to the source Business Process, i.e. if the source Business Process structure is modified, all referenced Business Processes will inherit the changes respectively, but each copy can be run separately without affecting the others.

Note

You can copy a Business Process, if you need to re-run a completed Business Process.

The Business Process copy function has the following options:

- i. **Include the input data** – the input data from the source Business Process will be included to the new one, alternatively you can provide new input data for the copied Business Process.
 - ii. **Create an independent process definition** – a new Business Process is created without a link to the source Business Process.
- b. **View data** – view the input data provided in the Business Process.
 - c. **Pause** – pause execution of the Business Process with the possibility to resume it later (for running Business Processes only).
 - d. **Resume** – resume execution, if the Business Process has been paused (for paused Business Processes only).
 - e. **Stop** – complete execution of the Business Process at the current stage (for running Business Processes only).
 - f. **Download Original Data** – download the input data as a .csv file.
 - g. **Delete** – remove the Business Process completely from Control Tower.