



Clay Tablet Connector for Oracle WebCenter Sites

## Installation and Configuration Guide

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## 1 Welcome to the Clay Tablet Connector for Oracle WebCenter Sites

Welcome to the Clay Tablet Connector for Oracle WebCenter Sites (OWCS) ("Connector"). This is Clay Tablet's connector between Oracle WebCenter Sites and the Clay Tablet Platform.

### 1.1 Terminology

<b>Amazon AWS</b>	Amazon Web Services. A suite of web application products developed and sold by Amazon.com. Clay Tablet uses various AWS offerings in order to leverage their infrastructure and build rich, dynamic solutions for its customers, specifically, the Clay Tablet Platform. For details, see <a href="http://aws.amazon.com">http://aws.amazon.com</a> .
<b>Amazon S3</b>	Amazon Simple Storage Service. For details, see: <a href="http://aws.amazon.com/s3/">http://aws.amazon.com/s3/</a> . The Connector and the Clay Tablet Platform use Amazon S3 to provide temporary storage services for the content sent to and from translation.
<b>Amazon SQS</b>	Amazon Simple Queue Service. For details, see: <a href="http://aws.amazon.com/sqs/">http://aws.amazon.com/sqs/</a> . The Connector uses Amazon SQS to provide Message Queue Services.
<b>Asset</b>	A content item that you manage using WebCenter Sites, for example, articles, product descriptions, advertisements, photos, and video clips. Assets are instances of asset types.
<b>Asset type</b>	An object that you use to create assets of that type. An asset type is represented by a content entry form, where the set of fields define the type of content you will provide. For example, an Article asset type may have fields "Headline," "Abstract," "Author," "Post Date," and "Body," which are the content that composes the article.
<b>Clay Tablet (CTT)</b>	Clay Tablet Technologies, the corporate entity that publishes the Clay Tablet Connector and the Clay Tablet Platform.
<b>Clay Tablet Connector for OWCS ("Connector")</b>	The connector software that Clay Tablet Technologies has developed and provides, which plugs into your Oracle WebCenter Sites (OWCS) installation to provide connectivity to our hosted Platform. In this document it is referred to as the Connector. This is the software you are installing and configuring as you work through this document.
<b>Clay Tablet Platform</b>	The hosted (IaaS) connectivity platform that receives and routes content from content management systems (CMSs) to translation providers and back during implementation. Clay Tablet Technologies configures the Platform based on the number and nature of systems involved in your system architecture.
<b>Freeway</b>	The name of the Lionbridge translation portal for submitting content to and retrieving content from the Lionbridge translation provider.
<b>FTP Server</b>	File Transfer Protocol (FTP) is a standard network protocol used to transfer files from one host to another host over a TCP-based network, such as the Internet. Translation providers may receive and send files for translation using an FTP server.
<b>IaaS</b>	Infrastructure as a Service. The Clay Tablet Platform is an IaaS, because it is a hosted platform.

<b>Keys</b>	The Connector uses keys to establish a secure, discrete connection between the Connector instance and the Platform.  <b>Very important:</b> Do not copy the CMS address keys to multiple Oracle WebCenter Sites (OWCS) instances, because this is a violation of the Clay Tablet License Agreement. Using the same CMS address keys on multiple OWCS instances will cause the Connector to behave unexpectedly, which can result in lost translation content, orphaned projects, and inaccurate translation status reports. Clay Tablet will only support technical issues caused by duplicating or incorrectly installing CMS address keys on a time and materials basis.
<b>Lionbridge</b>	The publisher of the Freeway translation portal and a translation provider. Users connect to the Freeway translation portal to submit content to and retrieve content from the Lionbridge translation provider.
<b>MT</b>	Machine translation. The translation provider can be a machine translation service, such as Google Translate.
<b>On-Premise Platform</b>	A version of the Clay Tablet Platform that is hosted on the premises of the Clay Tablet client, instead of on AWS.
<b>Producer</b>	CMS or another system that sends content or documents out for translation. In this case, this is your Oracle WebCenter Sites (OWCS).
<b>Provider</b>	A provider of translation services. The delivery of assets to the provider may be via an FTP server or a TMS connector.
<b>Support Asset</b>	Supporting documents and their metadata. Support assets are not translated by the translation provider, but they provide helpful context for the translator.
<b>TMS</b>	Translation management system that the translation provider uses.

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## 1.2 About the Clay Tablet Translation Platform

Clay Tablet's translation connectivity platform is the easiest, most flexible way to integrate content management systems (CMSs) and other content producers with translation providers and translation technologies.

Clay Tablet Platform is the hosted (IaaS) connectivity platform that receives and routes content from content management systems to Lionbridge via Freeway and back. It is hosted on Amazon Web Services (AWS). During implementation, Clay Tablet Technologies configures the Platform for your translation solution, based on the translation providers or systems you use. The Clay Tablet Platform uses the following services on AWS:

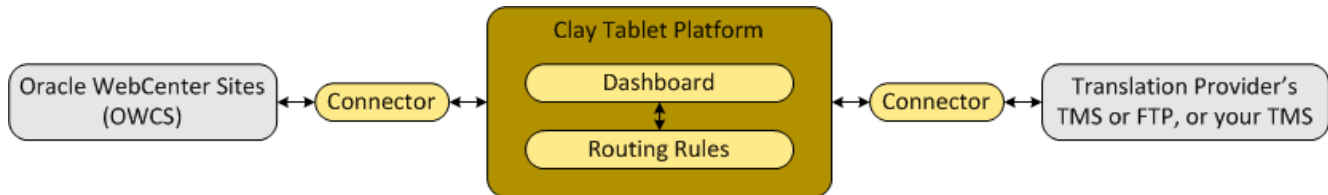
- S3 (Amazon Simple Storage Service), which provides storage services for the content sent to and from translation.
- SQS (Amazon Simple Queue Service), which provides message queue services.

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## 1.3 How the Connector Works with Oracle WebCenter Sites

The Clay Tablet Connector ("Connector") is an important part of the Clay Tablet translation solution.

The Connector is installed on your system as an add-in to Oracle WebCenter Sites (OWCS). Its functionality is displayed to the users as part of OWCS.



Your translation systems architecture might look like the configuration above. It may have additional CMSs or translation providers, but the core concepts remain the same.

During implementation, Clay Tablet works with you and your translation providers to configure and test the other elements of your translation solution, which are the Clay Tablet Platform's connections to your translation providers' systems.

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## 1.4 Using this Guide

### Purpose of this guide

This guide describes everything you need to know to install and configure the Clay Tablet Connector ("Connector") for Oracle WebCenter Sites (OWCS). It describes the delivery package contents, system requirements, installation instructions, and configuration procedures.

**Recommendation:** Review the user guide to fully understand the powerful features of the Connector.

### Who should use this guide

This guide is intended for OWCS administrators and system integrators.

### What you should already know

This document assumes that your company already has an installed instance of OWCS. It assumes that you have a strong working knowledge of OWCS and its features.

### How to find out more about the Clay Tablet Connector for OWCS

For information on using the Clay Tablet Connector to send and receive content for translation from OWCS, read the *Clay Tablet Connector for Oracle WebCenter Sites User Guide*.

### Documentation conventions

This guide uses the following conventions:

Convention	Description
<b>Bold</b>	Highlights screen elements such as buttons, menu items, and fields.
Courier	Highlights input, file names, and paths.
<i>Italics</i>	Highlights terms for emphasis, variables, or document titles.
>	Indicates a menu choice. For example, "Select <b>Translation</b> > <b>Translate Asset</b> ."

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## 1.5 How to Contact Clay Tablet Support

Email @: [support@clay-tablet.com](mailto:support@clay-tablet.com)

Telephone: +1-416-363-0888 option "3"

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## 2 Before You Install

Before you begin to install the Clay Tablet Connector ("Connector") for Oracle WebCenter Sites (OWCS), please review the system requirements, described below, and perform the following pre-installation procedures:

1. "Setting Your System Date, Time, and Time Zone Correctly" on page 8.
2. "Creating or Modifying the User Who Will Install the Connector" on page 9.

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### 2.1 System Requirements

The Clay Tablet Connector for Oracle WebCenter Sites ("OWCS") supports OWCS versions 11.1.1.6.1 and 11.1.1.8.

The Clay Tablet Connector for OWCS has no additional hardware or software requirements beyond those of OWCS. For detailed requirements, refer to the appropriate version of the OWCS documentation at <http://www.oracle.com/technetwork/middleware/webcenter/sites/documentation/index.html>.

**Recommendation:** Use the Firefox browser with the Connector.

#### 2.1.1 Supported Databases

The Connector supports the following databases:

- Oracle 10g
- MySQL
- HyperSQL

**Notes:** The Connector does not support Microsoft SQL Server. When using the Oracle WebLogic application server, the Connector supports only the Oracle database.

**Note about workflow:** If you configure workflow for the Connector, as described on page 31, the tabs in the database whose names start with `Workflow` hold all the information about assets that are in workflow, including history.

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### 2.2 Setting Your System Date, Time, and Time Zone Correctly

The Clay Tablet Connector sends content to and receives content from the Clay Tablet Platform, which is hosted in the Amazon Web Services (AWS) environment. AWS requires any machines that connect to its applications to have the correct system time and date settings.


**Important:** Before proceeding, ensure that the system date, time, and time zone are set correctly on any systems that will run the Clay Tablet Connector. If these settings are incorrect, the following error message is displayed: `Error. The difference between the request time and the current time is too large.`



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## 2.3 Creating or Modifying the User Who Will Install the Connector

Before installing the Connector, you create the user you will use to install the Connector. This user must have permission to perform the following actions:

- Create subfolders and copy files into the OWCS web application folder.
- Run CatalogMover and connect to your OWCS instance to import elements.
- Restart your OWCS instance.
- Import elements into OWCS using WSDT (formerly CSDT).
- Create OWCS roles in the OWCS **Admin** interface .
- Create OWCS system events (either manually with Sites Explorer or by creating a CSElement/Site Entry pair).

For detailed instructions on creating or modifying a user within OWCS, refer to Oracle's *Fusion Middleware WebCenter Sites Administrator's Guide*, which is available

at: <http://www.oracle.com/technetwork/middleware/webcenter/sites/documentation/index.html>.

## 3 Installing the Clay Tablet Connector

This section describes how to install the Connector installation package into your OWCS system.

**Important:** If you are upgrading from a previous version of the Connector, please follow the instructions in ["Upgrading from a Previous Version of the Connector"](#) on page 14.

Before you install the Connector, verify that you have reviewed the system requirements, and created or modified the user who will install the Connector, as described in ["Before You Install"](#) on page 8.

These instructions refer to the following directories:

Directory	Description
<OWCS_ROOT>	The root directory of your OWCS installation, for example: <D:\Oracle\WebCenter>.
<cs-webapp-root>	The root directory for the cs webapp hosted by your application server. For example: D:\Oracle\WebCenter\Sites\11gR1\App_Server\apache-tomcat-6.0.32\webapps\cs. <b>Note:</b> The <i>cs webapp</i> is the main UI web application for OWCS. The Connector adds on to the cs webapp by enhancing the Contributor interface and adding the Clay Tablet Dashboard interface.
<install-working-folder>	The directory where you download and extract all the content of the Clay Tablet Connector installation package, for example: <D:\CTT\wcs-connector>.

To install the Connector into OWCS:

1. Download the Clay Tablet Connector ("Connector") delivery package, `CT-WCS-Connector-v1.0.zip`, from the link that Clay Tablet Technologies sends you.
2. Unzip the `CT-WCS-Connector-v1.0.zip` installation package into any working folder on your server, which is referred to as `<install-working-folder>`.

**Note:** Alternatively, you can unzip the installation package on your local machine, and transfer the unzipped files to your server, later, when required.

3. Deploy the Connector library and web resources to `<cs-webapp-root>`. The Connector requires some jar files and web resource files from the `<install-working-folder>/cs` directory.

▶ Copy all the subdirectories from `<install-working-folder>/cs`, into your web application's `<cs-webapp-root>` folder.

4. Install the supporting GSF library elements.

**Note:** The Connector uses several elements from the GSF library. Only the `gst-foundation-all-11.6.1-elements.zip` elements are installed.

### 3 Installing the Clay Tablet Connector

- a. In Windows Explorer, open the <OWCS\_ROOT>\Sites\11fR1\Sites\11.1.1.6.1 directory, for example D:\Oracle\WebCenter\Sites\11fR1\Sites\11.1.1.6.1.
- b. Press the Shift button and right-click, and select **Open command window here** from the context menu.

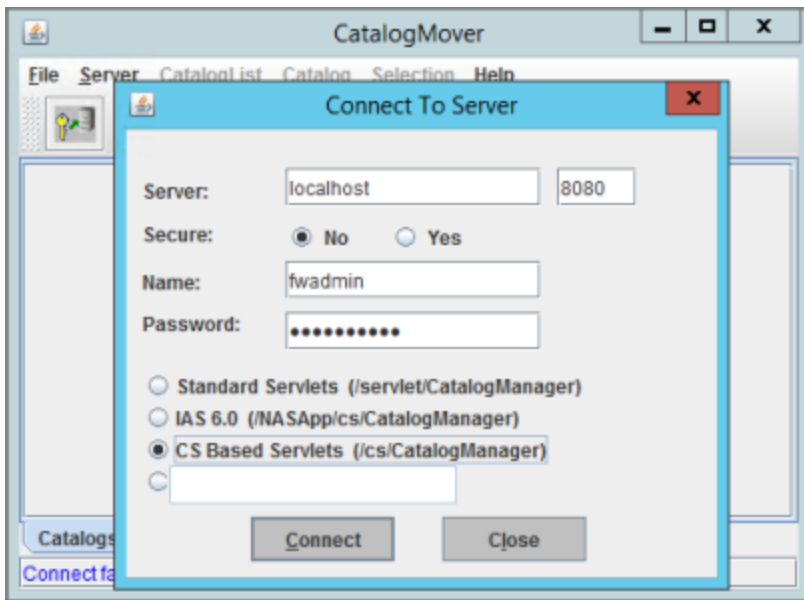
**Important:** Ensure that OWCS is running before you open the **Catalog Mover**.

- c. In the **Command Prompt** window, type `catalogmover.bat`, and press Enter.

The **CatalogMover** window opens.

- d. Select **Server > Connect** from the menu.
- e. Use `fwadmin` or the ContentServer user to log in to to connect to your OWCS instance.

**Notes:** The default password for `fwadmin` is `xceladmin`. Select the last connection option, **CS Based Servlets (/cs/CatalogManager)**.



- f. After you are connected, select **Catalog > Auto Import Catalog(s)** from the menu.
- g. In the **Catalog Data** window, select the <install-working-folder>/gsf/gst-foundation-all-11.6.1-elements.zip file, and click **OK**.
- h. Click **OK** to import the file, accepting all the defaults when prompted by the CatalogMover.
- i. Scan the output results in the **Results for Import Catalogs** window to verify that the elements were imported correctly. If there are no errors, then the elements were imported correctly.
- j. You can close the **CatalogMover** now.

### 3 Installing the Clay Tablet Connector

5. Update the web application's `web.xml` file to configure the Connector's Java application context and its servlet filter.

- a. Add the following lines to `<cs-webapp-root>/WEB-INF/web.xml` immediately before the first `<context-param>` entry:

```
<context-param>
    <param-name>gsf-contexts</param-name>
    <param-value>com.claytablet.wcs.AppContext</param-value>
</context-param>
```

- b. Add the following lines to `<cs-webapp-root>/WEB-INF/web.xml` immediately before the first `<filter>` entry:

```
<filter>
    <filter-name>CTSessionFilter</filter-name>
    <filter-class>com.claytablet.wcs.CTSessionFilter</filter-class>
</filter>
```

- c. Add the following lines to `<cs-webapp-root>/WEB-INF/web.xml` just before the first `<filter-mapping>` entry:

```
<filter-mapping>
    <filter-name>CTSessionFilter</filter-name>
    <url-pattern>/ContentServer/*</url-pattern>
</filter-mapping>
```

- d. Save your `web.xml` file.

**Important:** Do not restart your OWCS instance until you perform the next step.

6. Import the Connector's custom elements using WSDT (Oracle WebCenter Sites Developer Tools), formerly CSDT, into your OWCS instance.

**Note:** The Connector is built with a series of `CSElements/SiteEntry` pairs, as well as one `FW_View` asset and one `FW_Application` asset. You must import all these into your OWCS instance using the WebCenter Sites Developer Tools (WSDT, formerly CSDT).

- a. Use WSDT to connect to your OWCS instance, and import all the elements in the `<install-working-folder>/csdt/export/envision/cs_workspace/`.

**Note about Eclipse:** If you use the OWCS plugin for Eclipse, you can use the **Sync to WebCenter Sites** feature. Otherwise, import the elements using the command-line tool, as described below:

- i. Edit `<OWCS_ROOT>/Sites/11.1.1.6.1/futuretense.ini` to point your WSDT folder to `<install-working-folder>/csdt/export`.

### 3 Installing the Clay Tablet Connector

- i. Locate the line starting with `cs.csdtfolder`.
  - ii. Change the path to `<install-working-folder>/csdt/export`.
  - iii. In your path, replace back slashes (\) with forward slashes (/).
  - iv. Save your change and close the file.
- II. In the `<install-working-folder>/csdt/` folder, edit `csdt.bat`.
- i. Edit line 8 to set `WCS_BASE` to `<OWCS_ROOT>Sites\11gR1`.
  - ii. Edit lines 30-32 to specify the server address, username, and password for your specific instance.
  - iii. Press the `Shift` button and right-click, and select **Open command window here** from the context menu.
  - iv. In the **Command Prompt** window, type `csdt.bat` and press `Enter`. This tests whether the path is correctly specified.





A few hundred lines of output will be displayed. The last two lines start with `FW_Application` and `FW_View`, respectively.

- III. To perform the actual importing, in the same **Command Prompt** window, type `csdt.bat import` and press `Enter`.



A few hundred lines of output will be displayed. `Success` will be displayed on the last line.

- b. After successfully importing all assets, restart your OWCS instance.

### 7. Create the `CTUser` and `CTAdmin` user roles. The Connector uses these roles in OWCS for authorization:

- Any user with the `CTAdmin` role can access the **Clay Tablet Dashboard** application icon , but not the **Contributor** application icon  and corresponding interface.
- Any user with the `CTUser` role for the specified site sees the **Translation** drop-down menu in the **Contributor** application icon , but not the **Clay Tablet Dashboard** application icon  and corresponding interface.


To create these user roles:

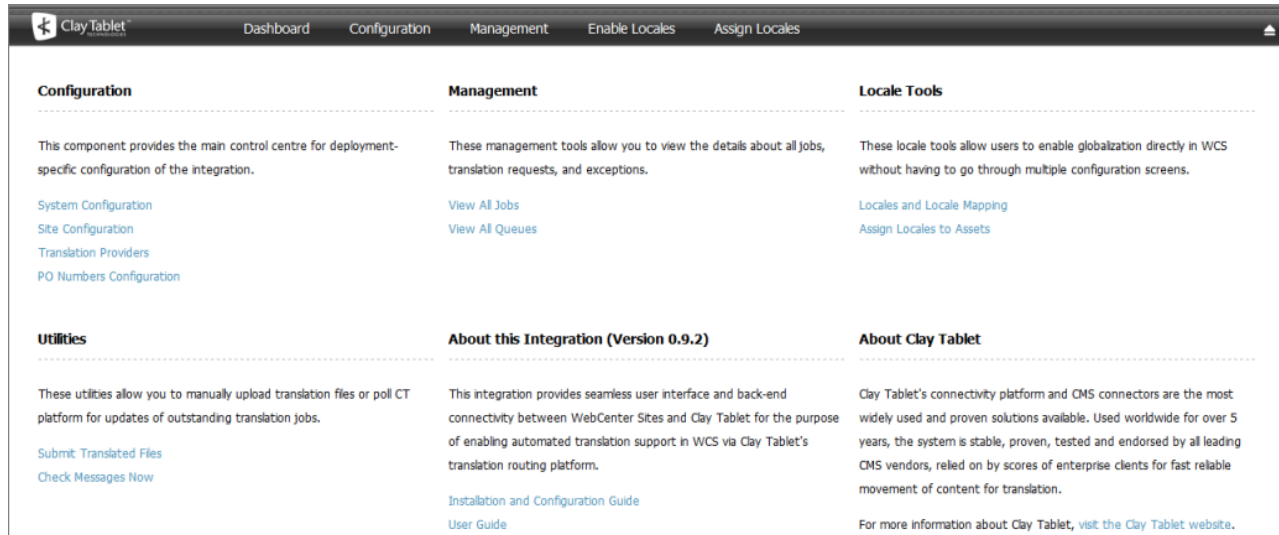
- a. Log in again to OWCS.
- b. In the Oracle **Admin** interface , create the `CTAdmin` and `CTUser` roles.
- c. Assign your own user the `CTAdmin` role to `AdminSite` and to any other site where you will use the Connector. This provides your user with access to the **Clay Tablet Dashboard** interface .

For detailed instructions on creating user roles, refer to Oracle's *Fusion Middleware WebCenter Sites Administrator's Guide*, which is available

at: <http://www.oracle.com/technetwork/middleware/webcenter/sites/documentation/index.html>.

8. To verify that the installation was successful:

- a. Log in to OWCS.
- b. Click the **Clay Tablet Dashboard** application icon .
- c. Verify that the Clay Tablet Dashboard interface is displayed as expected, and that it looks like the screen capture below.



### 3.1 Upgrading from a Previous Version of the Connector

**Important:** If you edited `futuretense.ini` in the original clean installation process, and you put the upgrade installation files into the same folder where the original installation files were in a clean installation, then you can use the instructions below to upgrade from a previous version of the Connector.

If you are upgrading your version of the Connector from a previous version, use the following instructions:

1. Download the Clay Tablet Connector ("Connector") delivery package, `CT-WCS-Connector-v1.0.zip`, from the link that Clay Tablet Technologies sends you.
2. Unzip the `CT-WCS-Connector-v1.0.zip` installation package into any working folder on your server, which is referred to as `<install-working-folder>`.

**Note:** Alternatively, you can unzip the installation package on your local machine, and transfer the unzipped files to your server, later, when required.

3. Deploy the Connector library and web resources to `<cs-webapp-root>`. The Connector requires some jar files and web resource files from the `<install-working-folder>/cs` directory.
  - ▶ Copy all the subdirectories from `<install-working-folder>/cs`, into your web application's `<cs-webapp-root>` folder.

4. Import the Connector's custom elements using WSDT (Oracle WebCenter Sites Developer Tools), formerly CSDT, into your OWCS instance.

**Note:** The Connector is built with a series of `CSElements/SiteEntry` pairs, as well as one `FW_View` asset and one `FW_Application` asset. You must import all these into your OWCS instance using the WebCenter Sites Developer Tools (WSDT, formerly CSDT).

- a. Use WSDT to connect to your OWCS instance, and import all the elements in the `<install-working-folder>/csdt/export/envision/cs_workspace/`.

**Note about Eclipse:** If you use the OWCS plugin for Eclipse, you can use the **Sync to WebCenter Sites** feature. Otherwise, import the elements using the command-line tool, as described below:

- I. Edit `<OWCS_ROOT>/Sites/11.1.1.6.1/futuretense.ini` to point your WSDT folder to `<install-working-folder>/csdt/export`:

**Important:** You can skip this sub-step when upgrading, *if you edited* `futuretense.ini` in the previous clean installation, *and* if the upgrade installation files are in the same folder as the original installation files in the clean installation.

- i. Locate the line starting with `cs.csdtfolder`.
  - ii. Change the path to `<install-working-folder>/csdt/export`.
  - iii. In your path, replace back slashes (`\`) with forward slashes (`/`).
  - iv. Save your change and close the file.
- II. In the `<install-working-folder>/csdt/` folder, edit `csdt.bat`.
    - i. Edit line 8 to set `WCS_BASE` to `<OWCS_ROOT>Sites\11gR1`.
    - ii. Edit lines 30-32 to specify the server address, username, and password for your specific instance.
    - iii. Press the `Shift` button and right-click, and select **Open command window here** from the context menu.
    - iv. In the **Command Prompt** window, type `csdt.bat` and press `Enter`. This tests whether the path is correctly specified.  
A few hundred lines of output will be displayed. The last two lines start with `FW_Application` and `FW_View`, respectively.
  - III. To perform the actual importing, in the same **Command Prompt** window, type `csdt.bat import` and press `Enter`.


A few hundred lines of output will be displayed. `Success` will be displayed on the last line.

- b. After successfully importing all assets, restart your OWCS instance.


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## 4 Configuring the Connector

After you install the Connector, you log in to the **Clay Tablet Dashboard** interface  and perform the following steps to configure your Connector installation:

**Important:** These steps are required to display the **Translation** menu in the Contributor interface .

1. "[Enabling Sites, Asset Types, and Attributes for Translation](#)" on page 16. This requires the following tasks:
  - Enabling the Connector for the desired OWCS sites.
  - Enabling asset types that can be translated.
  - Enabling attributes for each asset type that can be translated.
2. "[Setting Up the CMS Address Key and the Platform Keys](#)" on page 18. Examples of translation providers include Lionbridge Freeway, Machine Translation, etc.
3. "[Configuring Global Connector Settings](#)" on page 20. Optional.
4. "[Configuring Workflow](#)" on page 31. Optional. This sets up a workflow process that moves assets:
  - when you send them out for translation
  - when they return from translation
5. "[Configuring Connector Languages](#)" on page 23. This includes the following tasks:
  - Mapping Connector languages.
  - Adding a new locale to the Connector. Optional.
  - Assigning a target language to sites, asset types, and assets. Optional.
9. "[Configuring Purchase Order Numbers](#)" on page 29. Optional. You can configure the Connector so that a purchase order (PO) number is required when sending out content for translation.


**Important:** You must log in to the **Clay Tablet Dashboard** interface to perform all configuration steps. To view the **Clay Tablet Dashboard** application icon  immediately after logging in and in the top-left corner of OWCS, the CTAdmin role must be assigned to your current user.

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### 4.1 Enabling Sites, Asset Types, and Attributes for Translation

After you installed the Connector, you log in to the **Clay Tablet Dashboard** interface to enable the Connector for certain sites. Then you enable asset types and attributes for translation for each site. Only the sites, asset types, and attributes that you enable for translation will be available for selection by users who send out content for translation.


- An *asset type* is a type of content.
- An *attribute* is a field within a specific asset type.

**Important:** The Connector creates the **Translation** menu in the OWCS Contributor interface . However, if your site has menu customization in the Contributor interface, this may override the Connector's

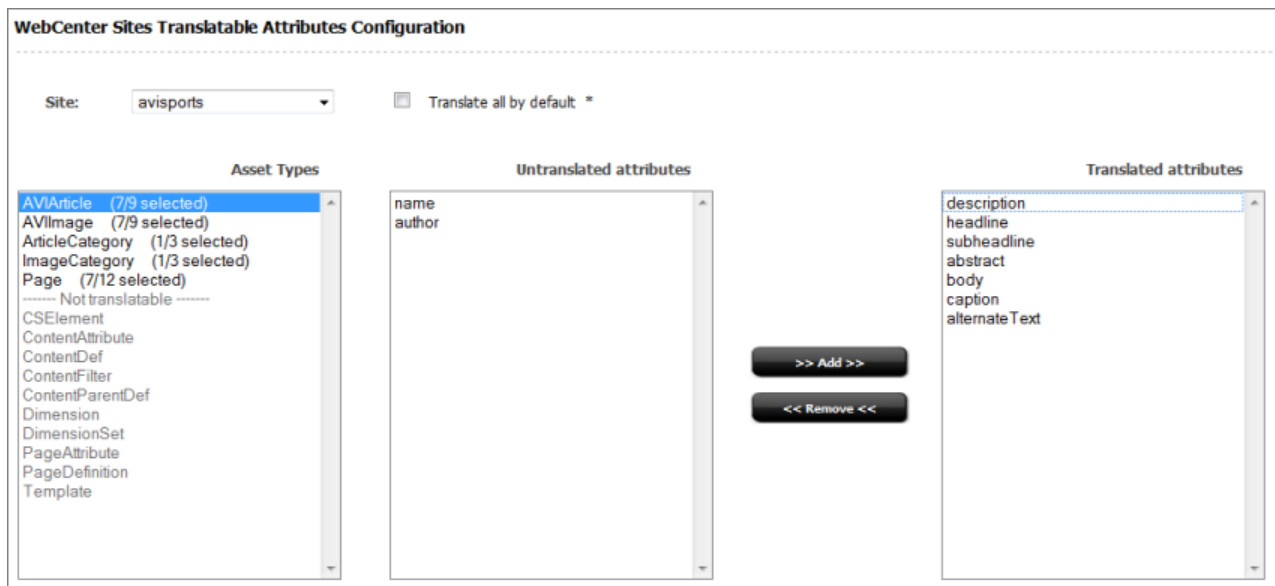


customization, which can prevent the **Translation** menu from being displayed. In this case, you must enhance the menu customization in the Contributor interface, so that the site displays the **Translation** menu. For example, the `avisports` site, which is included in the OWSC installation, has menu customization that overrides the Connector's customization.

To select the sites, asset types, and attributes to enable for translation:

1. Log in to OWCS and click the **Clay Tablet Dashboard** application icon .
2. Under **Configuration**, click **Site Configuration**.

The **WebCenter Sites Translatable Attributes Configuration** page opens.



3. Select a site to configure for translation. For example, to select the AviSports Demo site, select `avisports` from the **Site** dropdown list.

This populates the **Asset Types** list. There are two types of asset types:

- The asset types at the top of the list are translatable, and they *will be* available for selection.
- The asset types at the bottom of the list, under **Not translatable**, are not translatable. Therefore, they are grayed out, and they *will not be* available for selection. These non-translatable asset types either:
  - do not have any corresponding text fields
  - are system text fields

4. Click an asset type in the list to select it. For example, click the `AVIArticle` asset type. This displays all the attributes of the asset type. There are two types of attributes:

- **Untranslated attributes:** Attributes that *will not* be available for translation for the selected asset type.

- **Translated attributes:** Attributes that *will* be available for translation for the selected asset type.
5. Use the **Add** and **Remove** buttons to move the attributes between the **Untranslated attributes** and **Translated attributes** columns. Ensure that:
    - All the attributes that *will* be available for translation are in the **Translated attributes** column.
    - All the attributes that *will not* be available for translation are in the **Untranslated attributes** column.
  6. Alternatively, select the **Translate All by Default** check box to specify that all asset types of the site will be available for translation.
  7. When the **Translate All by Default** check box is selected, and one or more translatable asset types are selected, then the **Use default** check box is displayed in the middle of the page:
    - If you *do not select* the **Use default** check box, then you can specify which translatable attributes for the selected asset type will be translated.
    - If you *select* the **Use default** check box, then all translatable attributes for the selected asset type will be translated. All translatable attributes for the selected asset type automatically move from the **Untranslated attributes** column to the **Translated attributes** column.

**Important:** An asterisk (\*) following an asset type indicates that all its translatable attributes will be available for translation.

Your changes are automatically saved, and **Change saved** is displayed at the top of the page in green for several seconds after each change.

---

## 4.2 Setting Up the CMS Address Key and the Platform Keys

**Very important:** Do not copy the CMS address keys to multiple Oracle WebCenter Sites (OWCS) instances, because this is a violation of the Clay Tablet License Agreement. Using the same CMS address keys on multiple OWCS instances will cause the Connector to behave unexpectedly, which can result in lost translation content, orphaned projects, and inaccurate translation status reports. Clay Tablet will only support technical issues caused by duplicating or incorrectly installing CMS address keys on a time and materials basis.

- The Connector uses the CMS address key, which is in `source.xml`, to move the files your company exports from OWCS to the Clay Tablet Platform. The Platform then forwards your exported files to your translation provider. If you have multiple OWCS installations, there must be one key (file) for each environment. If you are using multiple translation providers, there must be one key (file) for each provider.


**Note:** The Connector always initiates calls to the Clay Tablet Platform. However, the CMS address keys enable establishing a secure, discrete connection between the Connector instance and the Platform. They also support the return of files from translation.

- Your company's platform key is in `target.xml`. This is your company's license for the Clay Tablet Platform. Before you can send assets for translation, you must set up your Clay Tablet license key and your translation providers.

**Important:** Before starting, ensure you obtain your license key from Clay Tablet. Verify that Clay Tablet has set up your *account license keys* for each of your translation providers.

1. Log in to OWCS and click the **Clay Tablet Dashboard** application icon .
2. Under **Configuration**, click **Translation Providers**.

The **Translation Providers Configuration** page opens.



**Translation Providers Configuration**

Valid ClayTablet License Id has not been configured. Please configure it now:

License Id :

Name	Type	Account Key	Jobs # (Active   completed)
------	------	-------------	-----------------------------

3. In the **License ID** field, enter the license key you obtained from Clay Tablet.
4. Click **Add**.

The license key is hidden, and instead, Valid Clay Tablet License ID has been configured is displayed.

Now you are ready to add and configure the translation providers.

5. Click **Add new provider**.

The page expands.



**Translation Providers Configuration**

Valid ClayTablet License Id has been configured.

License ID :

Name	Type	Account Key	Jobs # (Active   completed)
<input type="text" value="Freeway"/>	LionBridge Freeway <input type="button" value="v"/>	TechDocs-mt-producer <input type="button" value="v"/>	0   0

Server :

User :

Password :

6. Add the following information about the translation provider:

Field	Description
Name	Your company's name for the translation provider. This name will be displayed when users select a translation provider while sending out content for translation.
Type	<p>Select one of the following translation providers:</p> <ul style="list-style-type: none"> <li>■ Generic</li> <li>■ Lionbridge Freeway</li> <li>■ Lionbridge TMS</li> <li>■ SDL WorldServer</li> <li>■ SDL TMS</li> <li>■ Sajan</li> </ul> <p><b>Notes:</b> If your translation provider is not displayed in the list, select <code>Generic</code>. If you select <code>Lionbridge Freeway</code>, you can configure additional server connection information in additional fields, which are displayed below. This enables users to specify additional information, such as the project name, PO reference, special instructions, and analysis codes, when sending out content for translation. For details, refer to the <i>Clay Tablet Connector for Oracle WebCenter Sites User Guide</i>.</p>
Account Key	<p>Select an account key for this translation provider from the list. Keys that are already in use are grayed out and they are not available for selection.</p> <p><b>Note:</b> Clay Tablet configures these keys. If you do not see any keys available, please contact Clay Tablet.</p>
The following fields and button are displayed only if <code>Lionbridge Freeway</code> is selected as <b>Type</b> , above.	
Server	The URL of the Freeway server.
User	The login name for the Freeway server.
Password	The login password for the Freeway server.
<b>Validate Provider</b>	Click this to test the Freeway login credentials, above. After testing, a message above the button indicates whether the credentials passed the test.

7. Click **Save**.
8. Repeat the previous three steps for each translation provider you add.

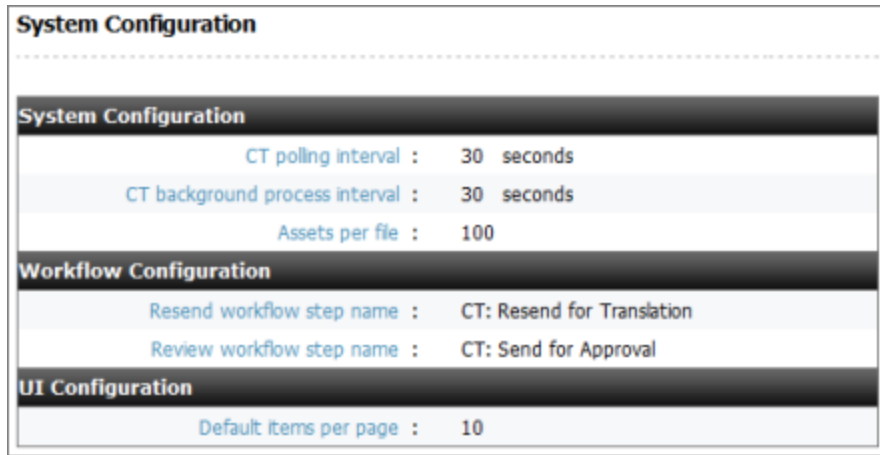
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## 4.3 Configuring Global Connector Settings

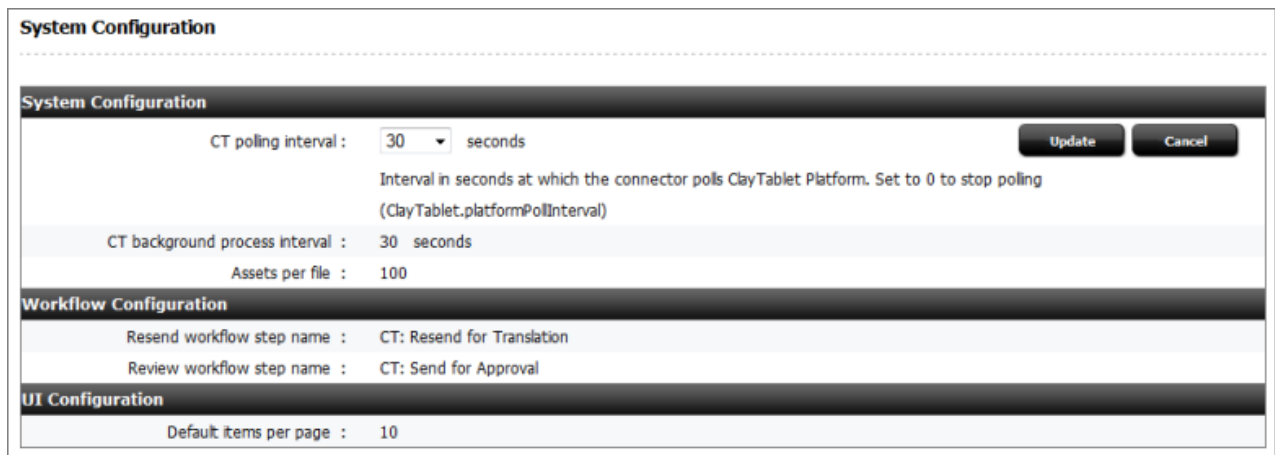
You can configure global Connector settings on the System Configuration page:

1. Log in to OWCS and click the **Clay Tablet Dashboard** application icon .
2. Under **Configuration**, click **System Configuration**.

The **System Configuration** page opens.




- To edit a configuration value, click the setting name, which is a link. For example, click **CT polling interval**. The page now displays a description of the configuration parameter and the name of the parameter in the configuration file.



- Change the value of the configuration parameter.
- After you edit the value, click **Update**.

**Note:** You can also edit these parameters in the configuration file.

The following table lists the configuration values and their descriptions:

Setting Name	Description	Sample Value	Parameter Name in the Configuration File
CT polling interval	The frequency, in seconds, that the Connector checks the Clay Tablet Platform for new translations. <b>Note:</b> If you do not want the Connector to check the Clay Tablet Platform for new translations, set this value to zero (0).	30 seconds	ClayTablet.platformPollInterval
CT background process interval	The interval, in seconds, during which the Connector processes jobs in the background to send to the Clay Tablet Platform. Set to 0 to stop sending jobs. <b>Note:</b> If you do not want the Connector to send jobs to the Clay Tablet Platform, set this value to zero (0).	30 seconds	WCS.backgroundProcessInterval
Assets per file	The maximum number of assets in each XML file that the Connector sends out for translation.	100	ClayTablet.maxReqsPerFile
Resend workflow step name	The name of the workflow step for resending an existing asset for translation. <b>Important:</b> If you did not use the default name for this step when creating the workflow process, as described in " <a href="#">Creating the Workflow Process and Steps</a> " on page 34, then you must change it here.	CT: Resend for Translation	WCS.workflowStepnameResend
Review workflow step name	The name of the workflow step for sending an asset for approval. <b>Important:</b> If you did not use the default name for this step when creating the workflow process, as described in " <a href="#">Creating the Workflow Process and Steps</a> " on page 34, then you must change it here.	CT: Send for Approval	WCS.workflowStepnameReview
Default items per page	The maximum number of items to display per page in the Job Details page or the Translation Queue in the Contributor interface  . <b>Tip:</b> Depending on the number of assets you typically have in your queue and jobs, you may want to increase this to 100 or 250. The higher the number, the slower these pages will load.	10	WCS.maxItemsPerPage

## 4.4 Configuring Connector Languages

Both OWCS and the Connector use a *locale* to define a language. A *locale* is a set of parameters that includes both a language identifier and a region identifier.

The Connector requires OWCS to operate in multilingual mode, because each asset must have a locale before it can be translated. There are two scenarios:

**Note:** *Site*, below, refers to the OWCS content-management site, and not the website that the visitors access.

- The site is unilingual, so a locale is not assigned to the assets. You must assign locales to the assets before you can send them out for translation. In this scenario, you must complete the following steps:

1. Add new OWCS locales to the Connector, and enable them on the site, as described in "Adding a New OWCS Locale to the Connector" on page 23.

**Recommendation:** Use the standard convention of `languagecode_territorycode` to create an OWCS locale. This facilitates the default mapping of your locale to the Clay Tablet language code. For example, use the two-letter ISO 639-1 language code (such as `fr` for French) for `languagecode`, and use the two-letter ISO country code (such as `CA` for Canada) for `territorycode`.

2. Map the OWCS locales to the Clay Tablet language codes, as described in "Mapping OWCS Locales to Connector Languages" on page 25. For detailed instructions on creating locales in OWCS, refer to the appropriate version of the OWCS documentation at <http://www.oracle.com/technetwork/middleware/webcenter/sites/documentation/index.html>.

**Note:** If you leave the Clay Tablet language code empty, the Connector creates a default mapping.

3. Assign the assets and asset types in an OWCS site to a locale, as described in "Assigning an OWCS Locale to Sites, Asset Types, and Assets" on page 27.

- The site is already multilingual, like `FirstSiteII`:

- If the locales use the standard convention of `languagecode_territorycode`, additional steps may not be required.
- If the locales *do not* use the standard convention of `languagecode_territorycode`, you must map the OWCS locales to the Clay Tablet language codes, as described in "Mapping OWCS Locales to Connector Languages" on page 25.

### 4.4.1 Adding a New OWCS Locale to the Connector

As described in "Configuring Connector Languages" on page 23, all assets in OWCS require a locale so that you can send them out for translation. The OWCS locale maps to a Clay Tablet language code.

For detailed instructions on creating locales in OWCS, refer to the appropriate version of the OWCS documentation at

<http://www.oracle.com/technetwork/middleware/webcenter/sites/documentation/index.html>.

**Recommendation:** Use the standard convention of `languagecode_territorycode` to create an OWCS locale. This facilitates the default mapping of your locale to the Clay Tablet language code. For example, use the two-letter ISO 639-1 language code (such as `fr` for French) for `languagecode`, and use the two-letter ISO country code (such as `CA` for Canada) for `territorycode`.

To add a new OWCS language to the Connector:

1. Log in to OWCS and click the **Clay Tablet Dashboard** application icon .

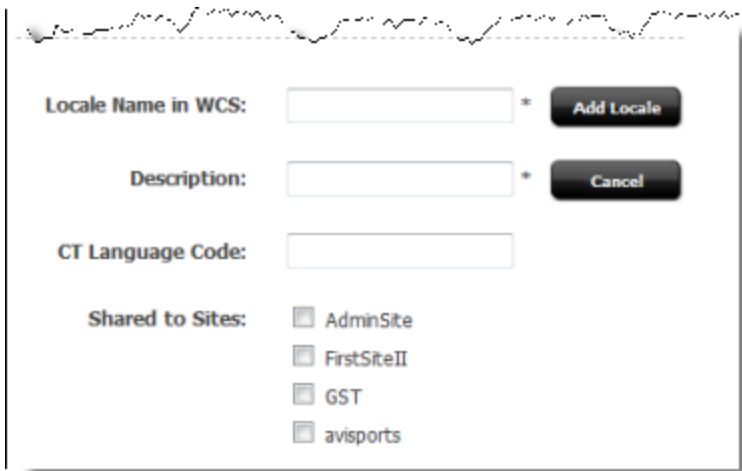
The Clay Tablet Dashboard opens.

2. Do one of the following:
  - Under **Locale Tools**, click **Locales and Locale Mapping**.
  - Click the **Enable Locales** menu item.

The **Locales and Locale Mapping** page opens. For a description of this page, see page [25](#).

3. At the bottom of the page, click **Add New Locale**.

The page expands.



4. Enter the following information about the locale to add to the Connector:



Field	Description
Locale Name in WCS	The name of the locale in OWCS. For detailed instructions on creating a locale in WCS and enabling the Locale subtype of the <code>Dimension</code> asset type on your site, refer to the OWCS documentation, available at: <a href="http://www.oracle.com/technetwork/middleware/webcenter/sites/documentation/index.html">http://www.oracle.com/technetwork/middleware/webcenter/sites/documentation/index.html</a> .  <b>Recommendation:</b> Use the standard convention of <code>languagecode_territorycode</code> to create an OWCS locale. This facilitates the default mapping of your locale to the Clay Tablet language code. For example, use the two-letter ISO 639-1 language code (such as <code>fr</code> for French) for <code>languagecode</code> , and use the two-letter ISO country code (such as <code>CA</code> for Canada) for <code>territorycode</code> .
Description	A description of the locale.
CT Language Code	The corresponding Clay Tablet language code.  <b>Note:</b> If you leave the Clay Tablet language code empty, the Connector creates a default mapping.
Shared to Sites	Select the OWCS sites for applying this locale.

5. Click **Add Locale**.

#### 4.4.2 Mapping OWCS Locales to Connector Languages

All assets in OWCS require a locale so that you can send them out for translation, as described in "[Configuring Connector Languages](#)" on page 23. The OWCS locale maps to a Clay Tablet language code.

For detailed instructions on creating locales in OWCS, refer to the appropriate version of the OWCS documentation at

<http://www.oracle.com/technetwork/middleware/webcenter/sites/documentation/index.html>.

**Recommendation:** Use the standard convention of `languagecode_territorycode` to create an OWCS locale. This facilitates the default mapping of your locale to the Clay Tablet language code. For example, use the two-letter ISO 639-1 language code (such as `fr` for French) for `languagecode`, and use the two-letter ISO country code (such as `CA` for Canada) for `territorycode`.

To map OWCS languages to Connector languages:

1. Log in to OWCS and click the **Clay Tablet Dashboard** application icon .

The Clay Tablet Dashboard opens.

2. Do one of the following:

- Under **Locale Tools**, click **Locales and Locale Mapping**.

- Click the **Enable Locales** menu item.

The Locales and Locale Mapping page opens.

Locale Name in WCS	Description	CT Language Code	Shared to Sites
es_ES	edit es_ES	es-ES	FirstSiteII +
en_US	edit en_US	en-US	FirstSiteII +
de_DE	edit de_DE	de-DE	FirstSiteII +
hu_HU	edit hu_HU	hu-HU	avisports, FirstSiteII +
fr_FR	edit fr_FR	fr-FR	FirstSiteII +
zh_CN	edit zh_CN	zh-CN	avisports, FirstSiteII +

- Optional. To edit the OWCS locale:
  - Click the corresponding **edit** link.


The **Enter new locale name** dialog box opens.

- Enter an new name for the OWCS locale, and click **OK**. For detailed instructions on creating a locale in OWCS and enabling the Locale subtype of the `Dimension` asset type on your site, refer to the OWCS documentation, available at: <http://www.oracle.com/technetwork/middleware/webcenter/sites/documentation/index.html>.

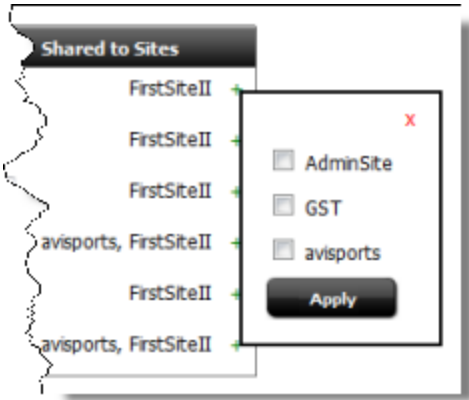
**Recommendation:** Use the standard convention of `languagecode_territorycode` to create an OWCS locale. This facilitates the default mapping of your locale to the Clay Tablet language code. For example, use the two-letter ISO 639-1 language code (such as `fr` for French) for `languagecode`, and use the two-letter ISO country code (such as `CA` for Canada) for `territorycode`.

4. In the **CT Language Code** field, enter the Clay Tablet language code. For a list of Clay Tablet language codes, see "[Appendix: Language Codes](#)" on page 45.

**Note:** If you leave the Clay Tablet language code empty, the Connector creates a default mapping.

5. Optional. Share the OWCS locale and mapping to a Connector language with additional OWCS sites.
  - a. Click the **Add more sites** icon  .

A dialog box opens.



- b. Select the check boxes for the additional OWCS sites where you want to apply this OWCS locale, and click **Apply**.

Until you save your changes, the OWCS sites you added are displayed in red.

6. When you are done, click **Save Changes**, at the top of the page.

### 4.4.3 Assigning an OWCS Locale to Sites, Asset Types, and Assets

As described in "[Configuring Connector Languages](#)" on page 23, an OWCS site must be assigned to an OCWS locale, which maps to a Clay Tablet language code, so that you can send assets from that site out for translation. You can map a specific OWCS site and asset types, and assets within that site to a specific OWCS locale. This means that the corresponding Clay Tablet language code is supported in the Connector as either a source language or a target language.

**Note:** By default, an OWCS site is unilingual, so there is no locale enabled. You must ensure that you enable locales to support a multilingual site with multiple locales. This means that the target site must have the Dimension asset type enabled. Do not complete this section until you have created OWCS locales and mapped them to Clay Tablet languages.

To assign an OWCS locale to asset types and assets for a specific OWCS site:

1. Log in to OWCS and click the **Clay Tablet Dashboard** application icon  .

The Clay Tablet Dashboard opens.

2. Do one of the following:

- Under **Locale Tools**, click **Assign Locales to Assets**.
- Click the **Assign Locales** menu item.

The **Assign Locales** page opens.

**Assign Locales:**

---

Choose the Target Language and Site and then the Asset Types to which you wish to assign the locale.

**Note:** the target site must have the Dimension asset type enabled. You can use the "Enable Locales" tool to enable Dimension asset type for sites.

Select Target Site:

Select Target Languages:

Select Asset Types:

- AdvCols
- AttrTypes
- CSElement
- Content\_A
- Content\_C
- Content\_CD
- Content\_F
- Content\_P
- Content\_PD
- Document\_A

3. In the **Select Target Languages** list, select the locale of the target language.

4. In the **Select Target Site** list, select a target site.

**Note:** You can repeat this procedure for additional target sites.

5. In the **Select Asset Types** list, select one or more asset types from the list, so that they are highlighted.

- To select multiple contiguous asset types, press the **Shift** key.
- To select multiple non-contiguous asset types, press the **Ctrl** key.

6. Click **Continue**.

The page updates itself to display all the assets of the specified asset types for the target site.



The following information is displayed about each asset:

Column	Description
ID	The unique identifier of the asset.
Type	The asset type of the asset.
Name	The name of the asset.
Description	Optional. The description of the asset.

7. Select the check boxes for the assets to which you want to assign the specified target language in the specified target site. This means that all selected assets in the specified site can be translated into the specified target language.
8. Click **Submit**.

The page updates again and the following message is displayed: `Assets updated successfully.`

## 4.5 Configuring Purchase Order Numbers

You can configure the Connector so that a purchase order ("PO") is required whenever you send out content for translation. This is a site-specific configuration. You must also enter the PO numbers that will be available for selection when sending out assets for translation.

**Important:** If you do not configure this feature, users cannot specify a PO when sending out assets for translation.

To configure purchase-order numbers:

1. Log in to OWCS and click the **Clay Tablet Dashboard** application icon .
2. Under **Configuration**, click **PO Numbers Configuration**.

The **PO Numbers Configuration** page opens.

3. Optional. Select the **PO number required** check box.

- If you select this check box, a PO number is required when sending out assets for translation.
- If this check box is cleared, a PO number is optional when sending out assets for translation.

The message `Change saved` is displayed in green for a few seconds.

4. Click **Add New PO Number**.

The page expands.

**PO Numbers Configuration**

Site:   PO number required

PO Number	Description
12345	PO 12345
67890	PO 67890
<input type="text"/>	<input type="text"/>


5. Add a new PO number:

- a. In the **PO Number** column, enter the PO number.
- b. In the **Description** column, enter the description of the PO number.
- c. Click **Save**.

The message `Change saved` is displayed in green for a few seconds.


6. Repeat the previous step for each PO number to add.

## 5 Configuring Workflow

You can configure a workflow process, steps, and states for your site in the **Admin** interface . If properly configured:

- When you send out assets for translation, you specify the workflow process, and the target OWCS asset is inserted into the workflow in the CT: Pending Translation state.
- When the translated asset returns from translation, the OWCS asset automatically advances to the CT: Translated, Pending Approval state.
- When you resend the asset for translation, it reverts to the CT: Pending Translation state.


To configure a workflow, you perform the following general steps:

1. In the sites where you will enable the workflow, assign the CTUser role to the DefaultReader and ContentReader users. The background process uses these users to advance the workflow between steps. For detailed instructions, see "[Assigning the CTUser Role to Users](#)" on page 31.
2. In the sites where you will enable the workflow, assign the CTUser role to the users who will use the workflow. The instructions are similar to those in the previous step.
3. In the sites where you will enable the workflow, assign the CTAdmin role to the users who will set up the workflow and reassign assets that get stuck in the workflow to other users. The instructions are similar to those in step 1.
4. Log in to OWCS as a user to whom you assigned the CTAdmin role, so that you can set up the workflow.
5. Create the CT: Pending Translation and CT: Translated, Pending Approval workflow states. For detailed instructions, see "[Creating the Workflow States](#)" on page 32.
6. Create the CT: Approval for Content workflow process and the four steps within it. For detailed instructions, see "[Creating the Workflow Process and Steps](#)" on page 34.
7. If you did not use the default names for the CT: Resend for Translation and CT: Send for Translation steps, then in the **Clay Tablet Dashboard** interface , change these names also in the System Configuration page, as described in "[Configuring Global Connector Settings](#)" on page 20.

### 5.1 Assigning the CTUser Role to Users

In the sites where you will enable the workflow, you assign the CTUser role to the DefaultReader and ContentReader users. The background process uses these users to advance the workflow between steps.

To assign the CTUser role to the DefaultReader and ContentReader users:

1. Log in to OWCS and click the **Admin** application icon .

**Important:** Ensure that Java is up to date and running, and that you create a security exception that allows Java to run in the **Admin** interface.

2. In the dropdown list in the top-right corner, select `AdminSite`, if it is not already selected.

3. Click the **Users** menu.

The **Users** page opens.

4. Assign the `CTUser` role to the system `ContentReader` user in the site where your workflow is enabled.

a. Mouseover the `ContentReader` user, and select **Manage User** from the context menu that opens.

The **Manage User** page opens.

b. Click **Assign to Sites**.

The **Select Sites for User** page opens.

c. In the **Available** column, select your site, and click the arrow to move it to the **Selected** column. For example, select the `FirstSiteII` site.

d. Click **Continue**.

The **Assign Roles to User** page opens.

e. In the **Available** column, select the `CTUser` role, and click the arrow to move it to the **Selected** column.

f. Click **Save and Close**.

The **Manage User** page reopens, displaying a green check mark and the message `SuccessUser assignment successful` at the top of the page.

5. Repeat the previous step to assign the `CTUser` role to the system `DefaultReader` user in the site where your workflow is enabled.

## 5.2 Creating the Workflow States

You create the following workflow states:


Workflow State	Description
CT: Pending Translation	An asset is in this state when you add it to the workflow process, before it is translated.
CT: Translated, Pending Approval	An asset is in this state after it is translated, and before the translation is approved.

The steps in the workflow process you create later will move the assets into and out of these states.

**Note:** You must use the default names of the workflow states: `CT: Pending Translation` and `CT: Translated, Pending Approval`.



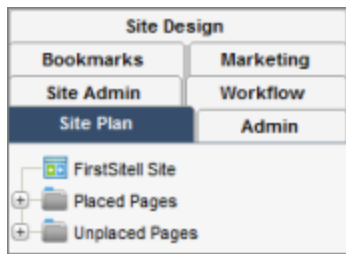
If you do not use the default names for the workflow states, you must change the state names in the

1. Log in to OWCS and click the **Admin** application icon .

**Important:** Ensure that Java is running, and that you create a security exception that allows Java to run in the **Admin** interface. You can do this by opening the **Java Control Panel** and in the **Security** tab, adding the URL of your OWCS instance, which may include a port number, to the **Exception Site List**.

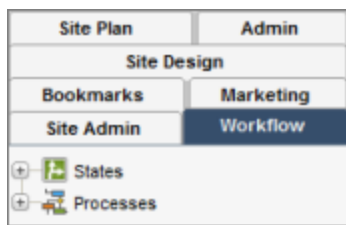
2. In the dropdown list in the top-right corner, select the relevant site.

The Admin menu (a Java applet) is displayed in the left pane.



3. In the menu in the left pane, click the **Workflow** tab.

The **States** and **Processes** trees are displayed below the tab.



4. Create the CT: Pending Translation state:
  - a. Expand the **States** tree, and double-click **Add New**.

The **Add New Workflow State** page opens.

**Add New Workflow State**

\*Name:

\*Description:

Estimated Time:  days  hours

Timed Actions:

- b. In the **Name** field, type CT: Pending Translation.
- c. In the **Description** field, type CT: Pending Translation.
- d. Click **Add New State**.
- e. If a warning message asks if you want to block the tree applet, click **No**.

A confirmation message confirms that you created the state, and the new state is now displayed in the **State** tree.

5. Repeat the previous step to create the CT: Translated, Pending Approval states, substituting CT: Translated, Pending Approval in sub-steps b and c.

## 5.3 Creating the Workflow Process and Steps

Create the CT: Approval for Content workflow process. While creating this process, you will also create the following four workflow steps:

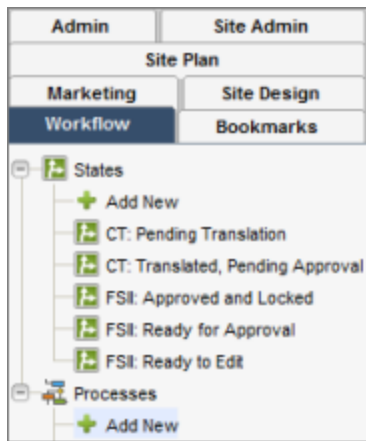
Workflow Step	Description
CT: Send for Translation	This step moves assets into the workflow in the CT: Pending Translation state, where they have not been translated.
CT: Send for Approval	This step moves assets from the CT: Pending Translation state, where they have not been translated, into the CT: Translated, Pending Approval state, where the assets have been translated, but they have not yet been reviewed.

Workflow Step	Description
CT: Approve Translation	<p>This step moves assets from the CT: Translated, Pending Approval state, where they have not been translated but not yet reviewed, out of the workflow. If your company has an existing workflow, instead of moving assets out of the translation workflow, you can add custom steps to include that workflow. For example, you can add another step to the workflow to require legal approval of content.</p> <p><b>Note:</b> This workflow step is not related to approving translations in the Contributor interface.</p>
CT: Resend for Translation	<p>This step sends assets that have already been translated back to translation. This step is useful if the translation is not satisfactory or if many changes are required.</p>

To create the CT: Approval for Content workflow process and the four steps:

1. In the menu in the left pane, ensure that the **Workflow** tab is selected.

The **States** and **Processes** trees are displayed below the tab.



2. Expand the **Processes** tree, and double-click **Add New**.

The **Workflow Process (New)** page opens.

**Workflow Process: (new)**

---

**\*Process Name:**

**\*Description:**

**\*Site:** Any  
FirstSite1  
AdminSite  
avisports

**\*Asset Type:** Any  
Article  
Image  
Recommendation  
Article Category

**\*Roles:** AdvancedUser  
Analytics  
Approver  
ArtworkAuthor  
ArtworkEditor

**\*Start Step:** No process steps are currently defined.  
Add New Step

**Administration Roles:** Any  
AdvancedUser  
Analytics  
Approver  
ArtworkAuthor

**Process Deadline:**  allowed  
 not allowed

**Delegate Actions:** No delegate actions are currently defined.

**ID:** (new)

Cancel
Save

To save the process, you must click the Save button.

3. Enter the following information about the workflow process:

Field	Description	Value to Enter or Select
Process Name	The name of the workflow process.	CT: Approval for Content

Field	Description	Value to Enter or Select
Description	The description of the workflow process.	CT: Approval for Content
Site	The sites where this workflow process will be enabled.	To enable this workflow process on all sites, select <i>Any</i> . Otherwise, select the desired sites. Use the <i>Shift</i> or <i>Ctrl</i> buttons to select multiple sites.
Asset Type	The types of assets that users can put into this workflow.	To enable this workflow process on all asset types, select <i>Any</i> . Otherwise, select the desired asset types. Use the <i>Shift</i> or <i>Ctrl</i> buttons to select multiple asset types.
Roles	Only users assigned to this role can move assets through this workflow.	CTUser
Start Step	Enables you to create steps within the workflow process.	Do not click the <b>Add New Step</b> button yet. This is described in the following step.
Administration Roles	Only users assigned to this role can set up this workflow. If assets get stuck in this workflow, for example, if assets are assigned to someone who is on vacation, then users with this role can reassign assets in this workflow to another user.	CTAdmin
Process Deadline	This option enables users to assign deadlines for completing the steps in the workflow by a specified deadline, and to create timed actions, such as sending out email notifications two days before the due date.	If you are not sure what to do, you can leave this as the default setting.
Delegate Actions	This option enables users to delegate an assigned action to someone else.	If you are not sure what to do, you can leave this as the default setting.
ID	This will be automatically assigned when you finish creating the process.	

For general information about these settings, refer to the appropriate version of the OWCS documentation at <http://www.oracle.com/technetwork/middleware/webcenter/sites/documentation/index.html>.

**Important:** You cannot save this process until you add at least one step, as described below.

**Note:** In the following procedural steps, you can configure **Step Actions** on any workflow step, for example, to send email notifications.

4. Create the CT: Send for Translation step.

- a. Under **Start Step**, click **Add New Step**.

The **Add New Workflow Process Step** page opens.

### Add New Workflow Process Step

**Process Name:** CT: Approval for Content

**\*Step Name:**

**\*States:**

From State	To State
none - (Start of Workflow)	none - (End of Workflow)
CT: Pending Translation	CT: Pending Translation
CT: Translated, Pending Approval	CT: Translated, Pending Approval
FSII: Approved and Locked	FSII: Approved and Locked
FSII: Ready for Approval	FSII: Ready for Approval

**\*Authorized Roles:**

- ArtworkAuthor
- ArtworkEditor
- CTAdmin
- CTUser**

**\*Assignment Method:**

Retain "From State" assignees  
 No assignments; control actions with function privileges  
 Assign from list of participants  
 Choose assignees when step is taken  
 Assign to Everyone

(Select Roles)

CTUser

**Assignment Deadline:**

Can change  
 Use default

**Step Actions:**

Available Action(s)	Selected Action(s)
ApproveForPublish NotifyAllParticipants SendAssignmentEmail SendRejectionEmail SendRevisionNoticeEmail	

**Step Conditions:** ExampleStepCondition

**Deadlock Actions:** Please add Deadlock Actions to choose from

**Voting:**  All assignees must vote

**Workflow Groups:**  Step is group synchronized

- b. In the **Step Name** field, type CT: Send for Translation.
- c. In the **States - From State** list, select none - (Start of Workflow).
- d. In the **States - To State** list, select CT: Pending Translation.
- e. In the **Authorized Roles** list, select CTUser.
- f. In the **Assignment Method** list, click Retain "From State" assignees.
- g. For all other fields, you can accept the default values.
- h. Click **Save**.

The **Steps for Workflow Process: CT: Approval for Content** page opens.

5. Create the CT: Send for Approval step.

- a. Click **Add New Step**.

The **Add New Workflow Process Step** page opens.

- b. In the **Step Name** field, type CT: Send for Approval.

**Note:** If you change this name, you must also change it in the System Configuration page, as described in ["Configuring Global Connector Settings"](#) on page 20.

- c. In the **States - From State** list, select CT: Pending Translation.
- d. In the **States - To State** list, select CT: Translated, Pending Approval.
- e. In the **Authorized Roles** list, select CTUser.
- f. In the **Assignment Method** list, click Retain "From State" assignees.
- g. For all other fields, you can accept the default values.
- h. Click **Save**.

The **Steps for Workflow Process: CT: Approval for Content** page updates.

6. Create the CT: Approve Translation step.

- a. Click **Add New Step**.

The **Add New Workflow Process Step** page opens.

- b. In the **Step Name** field, type CT: Approve Translation.
- c. In the **States - From State** list, select CT: Translated, Pending Approval.
- d. In the **States - To State** list, select none - (End of Workflow).

**Note:** Alternatively, you can create a custom state and highlight it here, instead of the workflow. This is useful if you want to add another step to integrate into an existing workflow, for example, a review by your legal department. However, if you create a custom state for legal review, and you enable that reviewer to send the asset back to translation, you should also create a corresponding step to resend assets to translation from that custom state. For example, suppose you create the CT: Legal Approve Translation step, which changes the asset from the custom CT: Translation Approved state to



none - (End of Workflow). You should also create the custom CT: Legal Resend for Translation step, which changes the state from your custom CT: Translation Approved state back to the CT: Pending Translation state. This is similar to step 7, below.

- e. In the **Authorized Roles** list, select CTUser.
- f. In the **Assignment Method** list, click Retain "From State" assignees. because it is a required field, although it will be ignored because it is the end of the workflow.
- g. For all other fields, you can accept the default values.
- h. Click **Save**.
- i.

The **Steps for Workflow Process: CT: Approval for Content** page opens.

7. Create the CT: Resend for Translation step.

- a. Click **Add New Step**.

The **Add New Workflow Process Step** page opens.

- b. In the **Step Name** field, type CT: Resend for Translation.

**Note:** If you change this name, you must also change it in the System Configuration page, as described in ["Configuring Global Connector Settings"](#) on page 20.

- c. In the **States - From State** list, select CT: Translated, Pending Approval.
- d. In the **States - To State** list, select CT: Pending Translation.
- e. In the **Authorized Roles** list, select CTUser.
- f. In the **Assignment Method** list, click Retain "From State" assignees.
- g. For all other fields, you can accept the default values.
- h. Click **Save**.

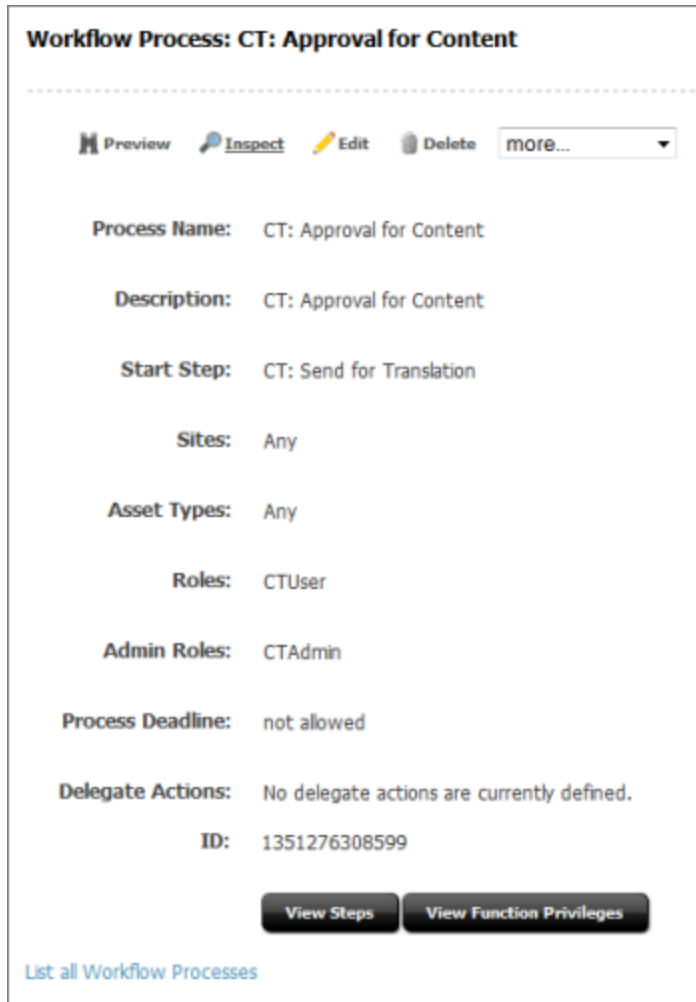
The **Steps for Workflow Process: CT: Approval for Content** page opens.

8. Click **Save**.

**Important:** If you skip this step, you will lose all your work creating the process and steps.

The following message is displayed: Save successful. Additional actions required: Update the workflow participant list in any Start Menu that is using the workflow process. You do not need to do this, because this is already integrated with the CTUser user role.

9. In the current page (now called **Workflow Process**), the top of the page is displayed as follows:



The values in the **Sites** and **Asset Types** fields may be different, depending on the values you specified earlier. The **ID** is a unique value assigned by OWCS.

- To verify that you set up the steps properly, scroll down to the bottom of the page and click **View Steps**.

The **Steps for Workflow Process: CT: Approval for Content** page opens.

- Scroll down to the bottom of the page to display the step list, and verify that the steps you created match those in the following screen capture:

Step Name	From State	To State	Authorized	Assignees	Assignment Method	Assignment Deadline
CT: Approve Translation	CT: Translated, Pending Approval	(End of Workflow)	CTUser	-	-	Use default
CT: Send for Approval	CT: Pending Translation	CT: Translated, Pending Approval	CTUser	Current assignees	Retain "From State" assignees	Use default
CT: Send for Translation	(Start of Workflow)	CT: Pending Translation	CTUser	Current assignees	Retain "From State" assignees	Use default
CT: Resend for Translation	CT: Translated, Pending Approval	CT: Pending Translation	CTUser	Current assignees	Retain "From State" assignees	Use default

- The **Actions**, **Conditions**, and **Deadlock Actions** columns to the right of those displayed in the above screen capture should display `None` in all rows.
- The **All Voting** and **Group Synchronized** columns to the right of those displayed in the above screen capture should display `false` in all rows.

**Note:** The `CT: Resend for Translation` and `CT: Send for Translation` steps can have different names. However, you must change these names also in the System Configuration page, as described in "[Configuring Global Connector Settings](#)" on page 20.

## 6 Pre-Production Testing

After you complete the configuration, your Clay Tablet Connector for Oracle WebCenter Sites installation is ready for testing. We recommend sending only a few pages for translation in one language as an initial test. For detailed instructions, refer to the *Clay Tablet Connector for Oracle WebCenter Sites User Guide*. Once successful, you can send as many languages as required.

Please coordinate with your translation provider for this test process.

If you have any concerns or questions, please contact Clay Tablet Support. For details, see "[How to Contact Clay Tablet Support](#)" on page 7.

## 7 Appendix: Language Codes

For detailed instructions on mapping OWCS locales to Connector languages, see "[Mapping OWCS Locales to Connector Languages](#)" on page 25.

The Clay Tablet Connector has the following language codes:

Language Identifier	Language Code
Afrikaans	"af-ZA"
Albanian	"sq-AL"
Amharic	"am-ET"
Arabic_Algeria	"ar-DZ"
Arabic_Bahrain	"ar-BH"
Arabic_Egypt	"ar-EG"
Arabic_Iraq	"ar-IQ"
Arabic_Jordan	"ar-JO"
Arabic_Kuwait	"ar-KW"
Arabic_Lebanon	"ar-LB"
Arabic_Libya	"ar-LY"
Arabic_MiddleEast	"ar-XR"
Arabic_Morocco	"ar-MA"
Arabic_Oman	"ar-OM"
Arabic_Qatar	"ar-QA"
Arabic_Saudi_Arabia	"ar-SA"
Arabic_Syria	"ar-SY"
Arabic_Tunisia	"ar-TM"
Arabic_UAE	"ar-AE"
Arabic_Yemen	"ar-YE"
Armenian	"hy-AM"
Assamese	"as-IN"
Basque	"eu-ES"
Belarusian	"be-BY"
Bengali_Bangladesh	"bn-BD"
Bengali_India	"bn-IN"
Bosnian_Bosnia_Herzegovina	"bs-BA"

Language Identifier	Language Code
Bulgarian	"bg-BG"
Burmese	"my-MM"
Catalan	"ca-ES"
Chinese_Hong_Kong	"zh-HK"
Chinese_Macao	"zh-MO"
Chinese_PRC	"zh-CN"
Chinese_Singapore	"zh-SG"
Chinese_Taiwan	"zh-TW"
Croatian	"hr-HR"
Croatian_Bosnia_Herzegovina	"hr-BA"
Czech	"cs-CZ"
Danish	"da-DK"
Divehi	"dv-MV"
Dutch	"nl-NL"
Dutch_Belgium	"nl-BE"
English_Australia	"en-AU"
English_Belize	"en-BZ"
English_Canada	"en-CA"
English_HongKong	"en-HK"
English_India	"en-IN"
English_Indonesia	"en-ID"
English_Ireland	"en-IE"
English_Jamaica	"en-JM"
English_Malaysia	"en-MY"
English_New_Zealand	"en-NZ"
English_Philippines	"en-PH"
English_Singapore	"en-SG"
English_South_Africa	"en-ZA"
English_Trinidad	"en-TT"
English_UK	"en-GB"
English_US	"en-US"

Language Identifier	Language Code
English_Zimbabwe	"en-ZW"
Estonian	"et-EE"
Faroese	"fo-FO"
Farsi	"fa-IR"
Filipino	"fil-PH"
Finnish	"fi-FI"
French	"fr-FR"
French_Belgium	"fr-BE"
French_Cameroon	"fr-CM"
French_Canada	"fr-CA"
French_Cote_d_Ivoire	"fr-CI"
French_Democratic_Rep_Congo	"fr-CD"
French_Haiti	"fr-HT"
French_Luxembourg	"fr-LU"
French_Mali	"fr-ML"
French_Monaco	"fr-MC"
French_Morocco	"fr-MA"
French_Reunion	"fr-RE"
French_Senegal	"fr-SN"
French_Switzerland	"fr-CH"
Frisian_Netherlands	"fy-NK"
Fulfulde_Nigeria	"ff-NG"
FYRO_Macedonian	"mk-MK"
Gaelic_Ireland	"gd-IE"
Gaelic_Scotland	"gd-GB"
Gallegan	"gl-ES"
Georgian	"ka-GE"
German	"de-DE"
German_Austria	"de-AT"
German_Liechtenstein	"de-LI"
German_Luxembourg	"de-LU"

Language Identifier	Language Code
German_Switzerland	"de-CH"
Greek	"el-GR"
Guarani	"gn-PY"
Gujarati	"gu-IN"
Hausa	"ha-NE"
Hawaiian	"haw-US"
Hebrew	"he-IL"
Hindi	"hi-IN"
Hungarian	"hu-HU"
Icelandic	"is-IS"
Igbo	"ig-NG"
Indonesian	"id-ID"
Inuktitut	"iu-CA"
Italian	"it-IT"
Italian_Switzerland	"it-CH"
Japanese	"ja-JP"
Kannada	"kn-IN"
Kanuri	"kr-TD"
Kashmiri	"ks-IN"
Kazakh	"kk-KZ"
Khmer	"km-KH"
Konkani	"kok-IN"
Korean	"ko-KR"
Kyrgyz	"ky-KZ"
Lao	"lo-LA"
Latin	"la-XL"
Latvian	"lv-LV"
Lithuanian	"lt-LT"
Malay	"ms-MY"
Malay_Brunei_Darussalam	"ms-BN"
Malayalam	"ml-IN"



Language Identifier	Language Code
Maltese	"mt-MT"
Maori	"mi-NZ"
Marathi	"mr-IN"
Mongolian	"mn-MN"
Nepali	"ne-NP"
Nepali_India	"ne-IN"
Norwegian	"nb-NO"
Norwegian_Nynorsk	"nn-NO"
Oriya	"or-IN"
Oromo	"om-ET"
Panjabi	"pa-PK"
Polish	"pl-PL"
Portuguese	"pt-PT"
Portuguese_Brazil	"pt-BR"
Punjabi_Pakistan	"pa-PK"
Pushto	"ps-AF"
Quechua_Ecuador	"qu-EC"
Quechua_Peru	"qu-PE"
Rhaeto_Romance	"rm-IT"
Romanian	"ro-RO"
Romanian_Moldova	"ro-MD"
Russian	"ru-RU"
Russian_Moldava	"ru-MD"
Sami	"se-NO"
Sanskrit	"sa-IN"
Serbian_Cyrillic	"sr-RS"
Serbian_Latin	"sr-SP"
Sindhi_India	"sd-IN"
Sindhi_Pakistan	"sd-PK"
Sinhala	"si-LK"
Slovak	"sk-SK"

Language Identifier	Language Code
Slovenian	"sl-SI"
Somali	"so-ET"
Sorbian	"wen-DE"
Spanish	"es-ES"
Spanish_Argentina	"es-AR"
Spanish_Bolivia	"es-BO"
Spanish_Chile	"es-CL"
Spanish_Colombia	"es-CO"
Spanish_Costa_Rica	"es-CR"
Spanish_Dominican_Republic	"es-DO"
Spanish_Ecuador	"es-EC"
Spanish_El_Salvador	"es-SV"
Spanish_Honduras	"es-HN"
Spanish_LatinAmerica	"es-XL"
Spanish_Mexico	"es-MX"
Spanish_Nicaragua	"es-NI"
Spanish_Panama	"es-PA"
Spanish_Paraguay	"es-PY"
Spanish_Peru	"es-PE"
Spanish_Puerto_Rico	"es-PR"
Spanish_Uruguay	"es-UY"
Spanish_US	"es-US"
Spanish_Venezuela	"es-VE"
Swahili	"sw-TZ"
Swedish	"sv-SE"
Swedish_Finland	"sv-FI"
Syriac	"syr-SY"
Tajik	"tg-TJ"
Tamil	"ta-IN"
Tatar	"tt-RU"
Telugu	"te-IN"

Language Identifier	Language Code
Thai	"th-TH"
Tibetan	"bo-CN"
Tigrinya_Eritrea	"ti-ER"
Tigrinya_Ethiopia	"ti-ET"
Tsonga	"ts-ZA"
Tswana	"tn-BW"
Turkish	"tr-TR"
Turkmen	"tk-TM"
Uighur	"ug-CN"
Ukrainian	"uk-UA"
Urdu	"ur-PK"
Urdu_India	"ur-IN"
Uzbek	"uz-UZ"
Venda	"ve-ZA"
Vietnamese	"vi-VN"
Welsh	"cy-GB"
Xhosa	"xh-ZA"
Yi	"ii-CN"
Yiddish	"yi-MD"
Yoruba	"yo-NG"
Zulu	"zu-ZA"

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