

HOPEX Explorer

User guide

HOPEX V5



Information in this document is subject to change and does not represent a commitment on the part of MEGA International.

No part of this document is to be reproduced, transmitted, stored in a retrieval system, or translated into any language in any form by any means, without the prior written permission of MEGA International.

MEGA International, Paris, 1996 - 2023

All rights reserved.

HOPEX is a registered trademark of MEGA International.

Windows is a registered trademark of Microsoft Corporation.

The other trademarks mentioned in this document belong to their respective owners.

- Introduction to HOPEX Explorer 3
- Connection to HOPEX Explorer 4
- HOPEX Explorer Connection Profiles 4
- Accessing HOPEX Explorer 6
- Description of the HOPEX Explorer Desktop 7
- Toolbar 8
- Navigation Tabs 9
- Collaboration Tabs 11
- Breadcrumb 12
- Navigation Zone 12
- Description of the HOPEX Explorer Desktop (tablet) 13
- Header Bar 14
- Navigation menu 14
- Navigation Area 17
- Working in HOPEX Explorer 18
- Navigating in HOPEX Explorer 18
- Work Modes in HOPEX Explorer 20
- Browse mode 20
- Edit mode 21
- Functionalities Available to All Profiles 21
- Additional Functionalities Available to Contribution Type Profiles 23
- Functionalities Not Available in HOPEX Explorer 24
- Switching Working Mode 24
- Switching Desktop without Logging out 26
- Using HOPEX Explorer 27
- Managing Objects 28
- Accessing Objects 28
- Accessing Object Properties pages 28
- Modifying Object Properties (Contribution type profile) 30
- Managing Objects 30
- Changing the Data Display Language 32
- Using Diagrams 33
- Opening a Diagram 33
- Handling a Diagram 35
- Managing Favorites in HOPEX Explorer 38
- Adding Favorites 38
- Accessing your favorites 39

INTRODUCTION TO HOPEX EXPLORER



HOPEX Explorer offers an easy to navigate and user-friendly **HOPEX** desktop. Users have access to data specific to their connection profile.

HOPEX Explorer offers direct and dynamic access to **HOPEX** repositories. Users can query the **HOPEX** repository and dynamically generate reports according to their context and preferences.

HOPEX Explorer is available in tablet version.

CONNECTION TO HOPEX EXPLORER

HOPEX Explorer Connection Profiles

The **HOPEX Explorer** desktop is a simplified desktop that facilitates navigation. You access it in browse mode in a work environment adapted to you.

A profile and its associated lite profile have access to the same objects with the same rights.

HOPEX Explorer connection profile types

Two types of profiles provide access to the **HOPEX Explorer** desktop:

- **Browse type profiles**

Browse type profiles are used to browse in **HOPEX Explorer** and perform customization and collaboration actions that do not modify the objects of the **HOPEX** repository.

➤ See [Functionalities Available to All Profiles](#).

In the properties pages of a browse type profile, its **Command Line** attribute contains /HV.

➤ See [Products accessible on the license \(Command Line\)](#).

Example: Application Viewer Lite.

- **Contribution type profiles**

Contribution type profiles are used to navigate in **HOPEX Explorer**, perform customization actions without impacting the **HOPEX** repository, and perform modification actions that can modify the **HOPEX** repository objects.

➤ See [Functionalities Available to All Profiles and Additional Functionalities Available to Contribution Type Profiles](#).

In the properties pages of a contribution type profile, its **Command Line** contains /HC.

➤ See [Products accessible on the license \(Command Line\)](#).

Example: Application owner lite.

Example of a browse type profile

The **Application Viewer Lite** profile is a browse type profile that provides access to:

- the **HOPEX Explorer** desktop in a work environment adapted to the **Application Viewer** profile.
- the same objects and the same functionalities as the **Application Viewer** profile.

Example of a contribution type profile

The **Application Owner Lite** profile is a contribution type profile that provides access to:

- the **HOPEX Explorer** desktop in a work environment adapted to the **Application Owner** profile.
- the same objects and the same functionalities as the **Application Owner** profile.

Accessing HOPEX Explorer

To connect to **HOPEX Explorer**:

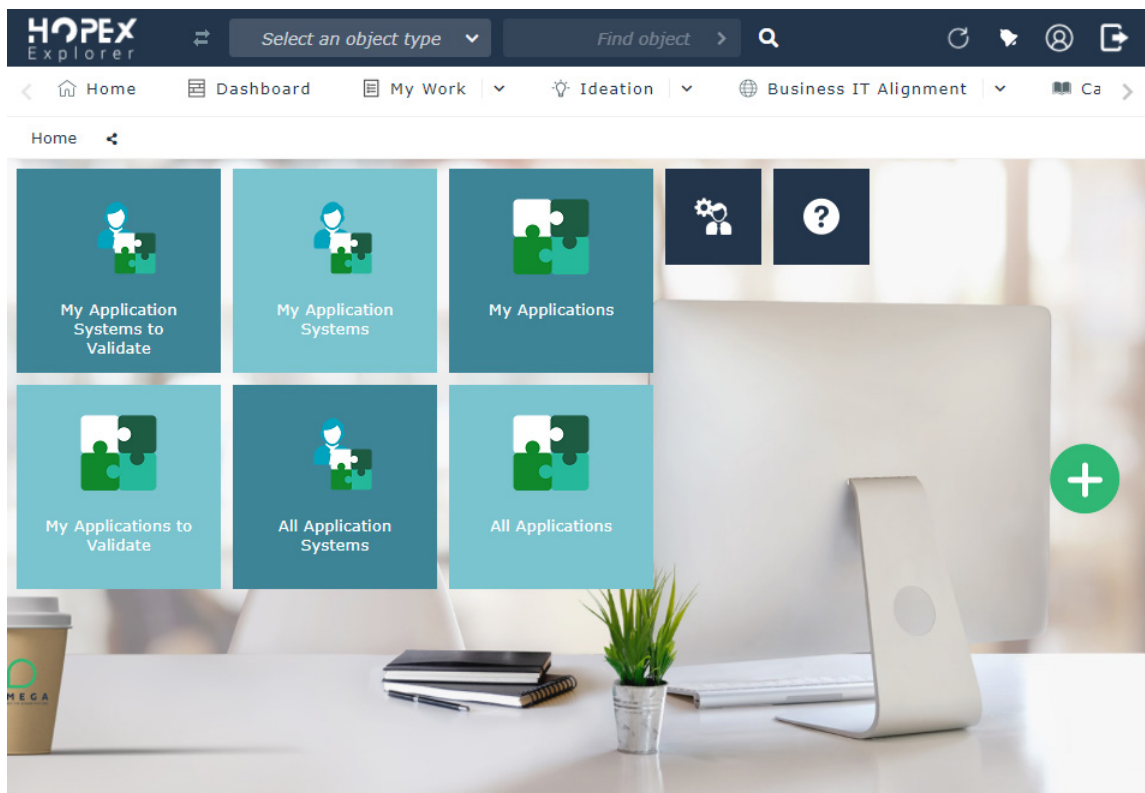
1. Connect to HOPEX (Web Front-End) with one of the **HOPEX Explorer** connection profiles.

➤ See [Accessing HOPEX](#).

➤ See [HOPEX Explorer Connection Profiles](#).

The home page of the **HOPEX Explorer** desktop appears and a session opens in browse mode.

➤ *After a certain period of inactivity, you are disconnected from **HOPEX Explorer**. To reconnect, repeat the steps of the procedure above. This inactivity period is configured by the portal administrator.*



The layout of the **HOPEX Explorer** desktop adapts to its support (PC or tablet).

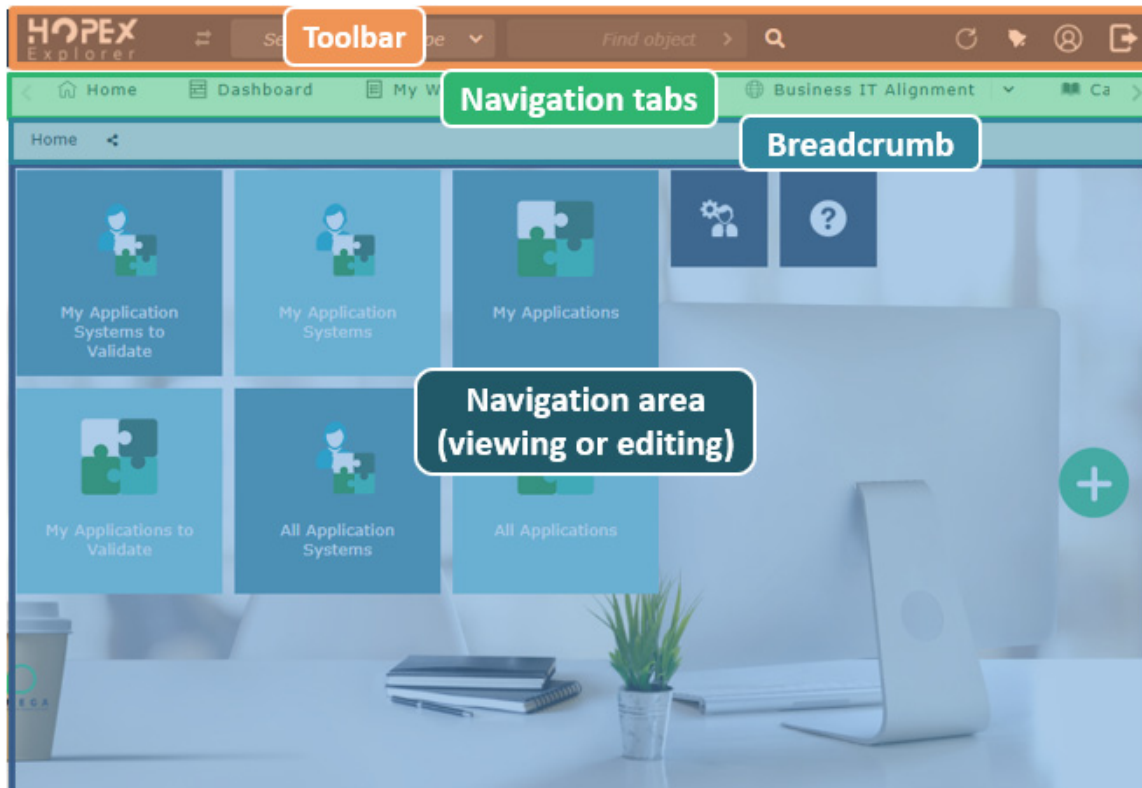
➤ See [Description of the HOPEX Explorer Desktop](#).

➤ See [Description of the HOPEX Explorer Desktop \(tablet\)](#).

The home page and the **HOPEX Explorer** menus are specific to the profile you used for connection.

DESCRIPTION OF THE HOPEX EXPLORER DESKTOP

All **HOPEX Explorer** desktops appear as follows:








The **HOPEX Explorer** (tablet) desktop includes:


- a **toolbar**
 - **navigation tabs** to display the lists and trees of available objects in the navigation zone.
 - a **breadcrumb** to access the last pages already viewed (in the same context).
 - a **navigation area** to view objects.
- By default, you are working in browse mode. If required, and depending on your profile, a button is available to switch to edit mode as necessary.

Toolbar


The toolbar is common to all **HOPEX Explorer** desktops and available in all pages of the **HOPEX Explorer** desktop:

-    the quick search bar enables to perform:
 - full-text searches (the repository must be indexed). and
 - searches by object type.

➡ See [Searching Objects](#).
-  **Refresh** enables to immediately update all the open windows in your desktop when you modify the name or value of an object attribute (trees, lists, property pages, diagrams).
-  indicates the number of unread notifications and provides access to notifications.

➡ [Notifications](#).
-  **Main menu:**
 - displays the name of the **HOPEX** user used for mapping and its connection characteristics (profile, repository, environment).
 - enables to switch to another profile without logging out from **HOPEX**.

➡ See [Switching Between Profiles](#).
 - enables modification of data display language.

➡ See [Changing the Data Display Language](#).
 - gives access to settings: options, alerts, personal parameters reset, license information, **HOPEX** version.
 - gives direct access to **MEGA** Community page.
-  **Logout** enables disconnection from the **HOPEX Explorer** desktop.

Navigation Tabs

➤ See [Navigating in HOPEX Explorer](#).

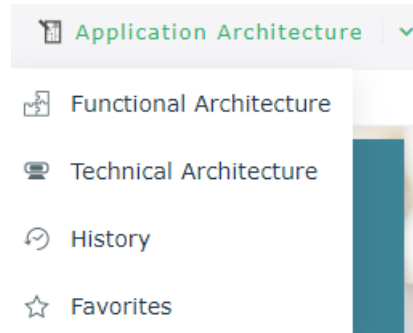


The following tabs are common to all **HOPEX Explorer** desktops:

- **Home**, which provides quick access to objects (via tiles), to the Documentation and to options.
 - See [The Home Page](#).
 - See [Customizing the Home Page of your Desktop](#).
- **Dashboard**, which provides access to your widgets.
 - See [Customizing your Dashboard](#).

The other navigation tabs are specific to the profile used for connection to **HOPEX Explorer**.

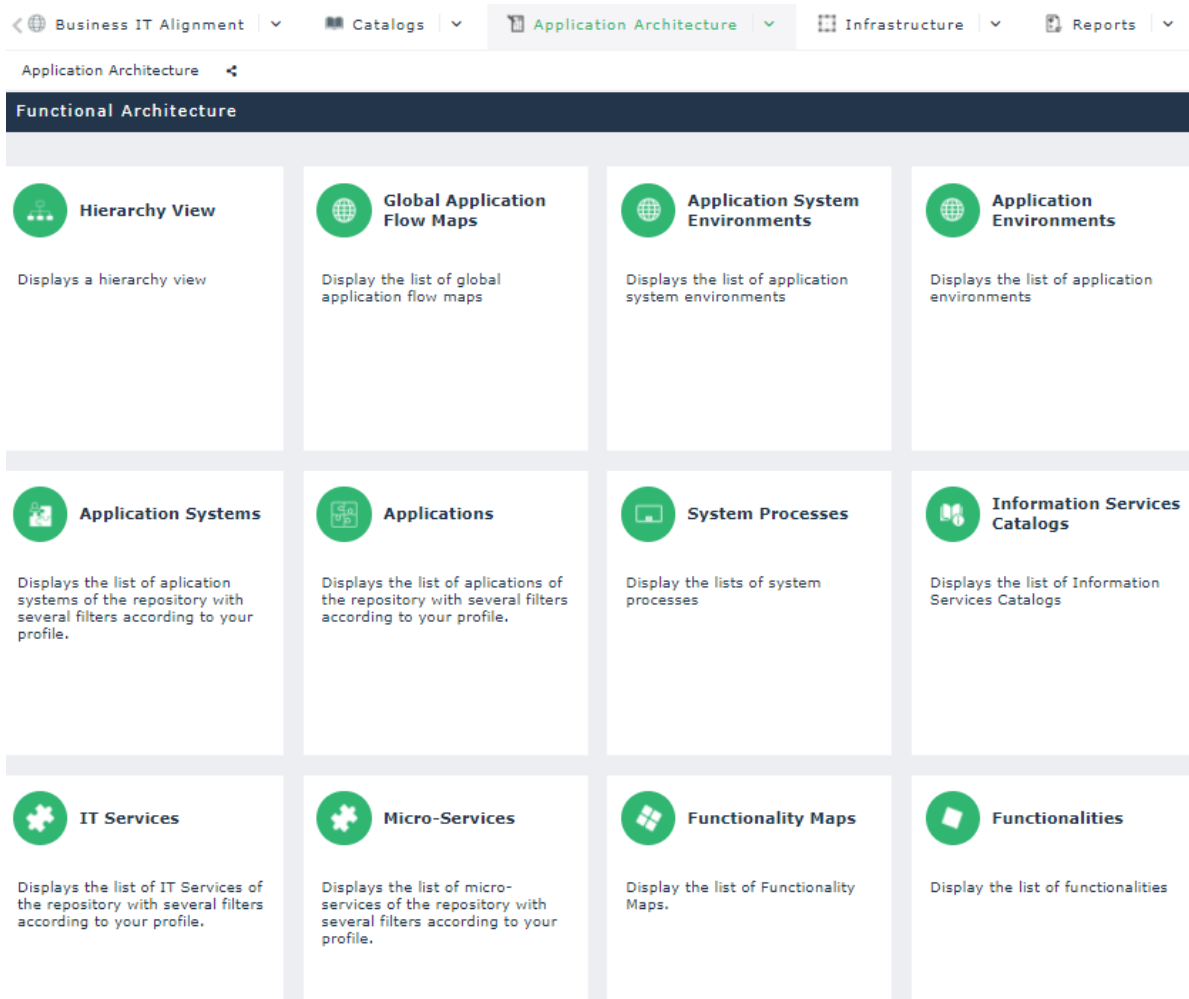
- Each navigation tab has a drop-down list; each menu thus provides access to a page with its associated tiles.




When you click the tab itself, it displays one of these pages.

Example: The **Application Architecture** tab displays the **Functional Architecture** page.

- Each menu is used to display the tiles that give access to the lists and trees of objects available with your connection profile.




To the far right of the navigation menus, the **Collaboration**  menu enables to display the collaboration tabs.

➡ See [Displaying a Collaboration Feature](#).

Collaboration Tabs

The tabs in the **Collaboration** window display the collaboration information concerned for the object selected in another window on your desktop.

To display a Collaboration feature:

1. From your **HOPEX Explorer** desktop, click the edit area display button for **Collaboration** .

☞ See [Managing Windows and Panes](#).

The **Collaboration** window appears and provides access to the following tabs:

- **Review Notes**
- **Social**
- **Ideation**



2. Select the tab that corresponds to the feature concerned.
3. Select an object in another window.
The corresponding collaboration information for the object appears in the tab concerned.

Breadcrumb

Applications / Account Management / Sale to the professionals

The breadcrumb is available on all **HOPEX Explorer** desktops. It keeps the last pages (in the same context) that you viewed so you can reopen them easily if needed.

The breadcrumb trail is reset when you change context.

Navigation Zone

By default, on connection to **HOPEX Explorer**, the desktop opens in browse mode and displays the **Home page** with:

☞ See [Work Modes in HOPEX Explorer](#).


- connection profile specific tiles, which give direct access to a list of objects.

Example: the list of all your applications.

- quick access generic tiles.

Eg.: the **Help** tile to access online documentation.

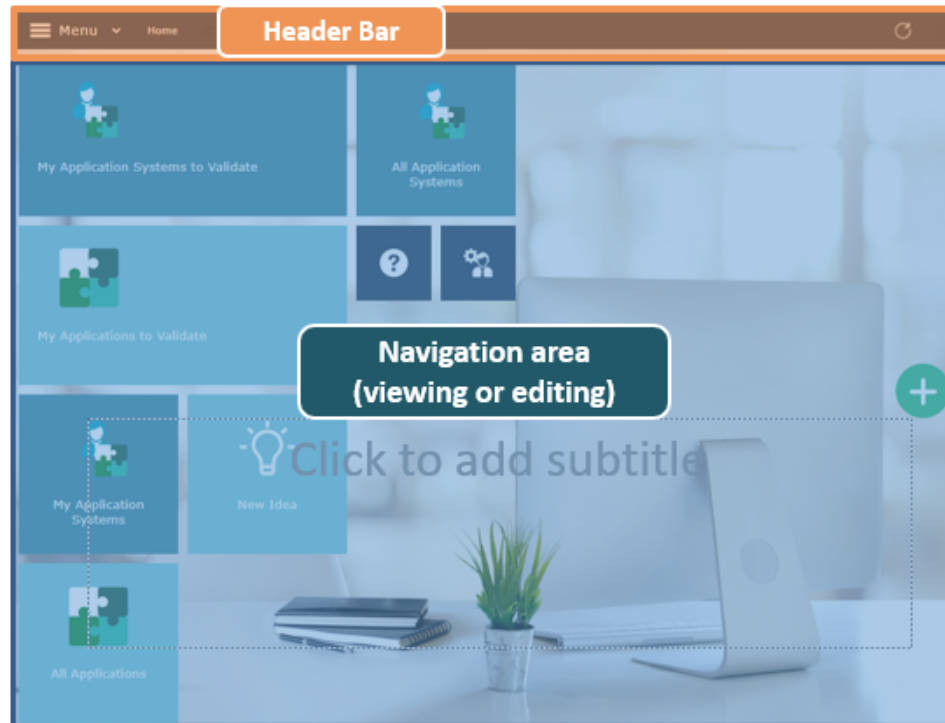
☞ See [The Home Page](#).

- an add tile button .

☞ To customize your Home page, see [Customizing the Home Page of your Desktop](#).

DESCRIPTION OF THE HOPEX EXPLORER DESKTOP (TABLET)

All **HOPEX Explorer** (tablet) desktops appear as follows:








The **HOPEX Explorer** desktop (tablet) contains:

- a **header bar** to navigate, to refresh data and to access Collaboration features.
- a **navigation area** to view objects.
By default, you are working in browse mode. If required, and depending on your profile, a button is available to switch to edit mode as necessary.


➡ See [Switching Working Mode](#).







Header Bar

The header bar is common to all **HOPEX Explorer** (tablet) desktops and available in all pages of the **HOPEX Explorer** (tablet) desktop. It includes:

-  a navigation menu
- a breadcrumb
 See [Breadcrumb](#).
-  a button to refresh data. It enables to immediately update all the open windows in your desktop when you modify the name or value of an object attribute (trees, lists, property pages, diagrams).
-  (Landscape mode) a button to access collaboration features.
 See [Displaying a Collaboration Feature](#).

Navigation menu

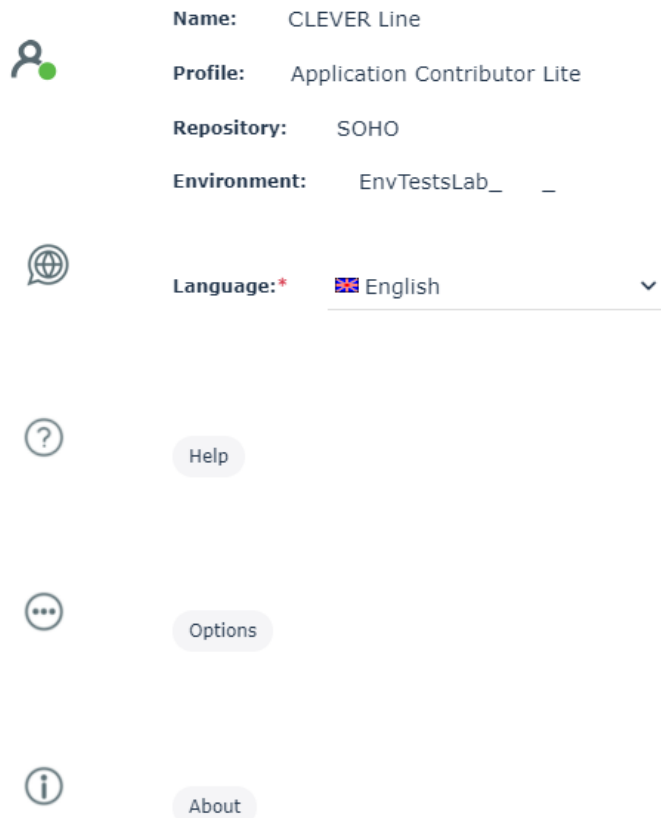
The navigation menu  gives access to:

-    the full-text search (the repository must be indexed).
 See [Full-text Search](#).
- navigation panes common to all the **HOPEX Explorer** (tablet) desktops.
 See [Navigation panes common to all HOPEX Explorer \(tablet\) desktops](#).
- navigation panes specific to the profile used for connecting to **HOPEX Explorer** (tablet).
 See [Profile-specific navigation panes](#).

Navigation panes common to all HOPEX Explorer (tablet) desktops

The navigation menu provides access to the navigation panes common to all the **HOPEX Explorer** desktops (tablet):

- **Home**, which provides quick access to objects (via tiles) and to the documentation.
 - ☛ See [The Home Page](#).
 - ☛ See [Customizing the Home Page of your Desktop](#).
- **Dashboard**, which provides access to your widgets.
 - ☛ See [Customizing your Dashboard](#).
- **Settings**, which displays the name of the **HOPEX** user used for mapping and its connection characteristics (profile, repository, environment). Use this page to:
 - modify the data display language (**Language**)
 - access the documentation (**Help**)
 - access options (**Options**)
 - access **HOPEX** version



- **Exit**, to leave the **HOPEX Explorer** (tablet) application.

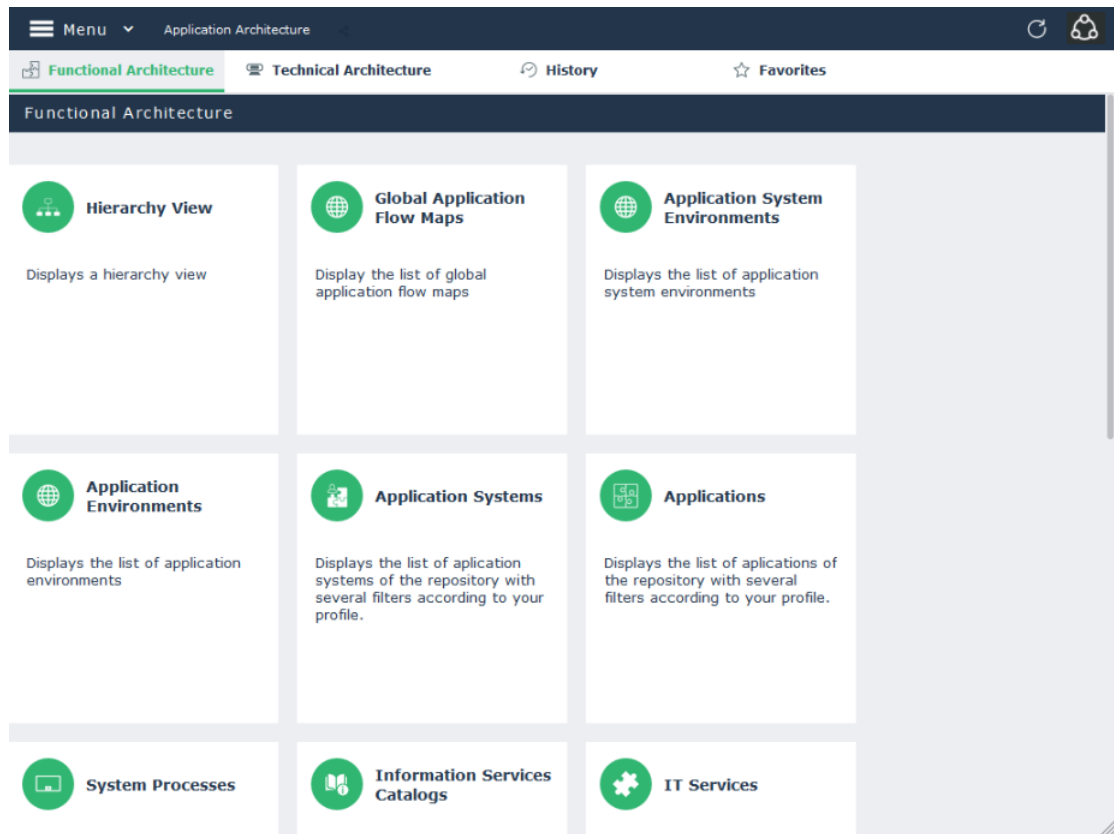
Profile-specific navigation panes

The navigation menu provides access to navigation panes, which are specific to the profile used for connection to **HOPEX Explorer** (tablet).

Each specific navigation pane contains one or more pages accessible via tabs. Each page displays its associated tiles.

When you click on a navigation pane, it displays the page of one of its tabs with its associated tiles.

Example: The **Application Architecture** navigation pane displays the **Functional architecture** tab and shows its associated tiles.



Click another tab to display its tiles.

➡ See [Navigating in HOPEX Explorer](#).

Navigation Area

By default, on connection to **HOPEX Explorer**, the desktop opens in browse mode and displays the **Home page** with:

➤ See [Work Modes in HOPEX Explorer](#).

- connection profile specific tiles, which give direct access to a list of objects.

Example: the list of all your applications.

- quick access generic tiles.

Eg.: the **Help** tile to access the documentation.


➤ See [The Home Page](#).

WORKING IN HOPEX EXPLORER

Navigating in HOPEX Explorer

Irrespective of the support with which you are working, the pages you access are identical.

Navigation is slightly different depending on your support:

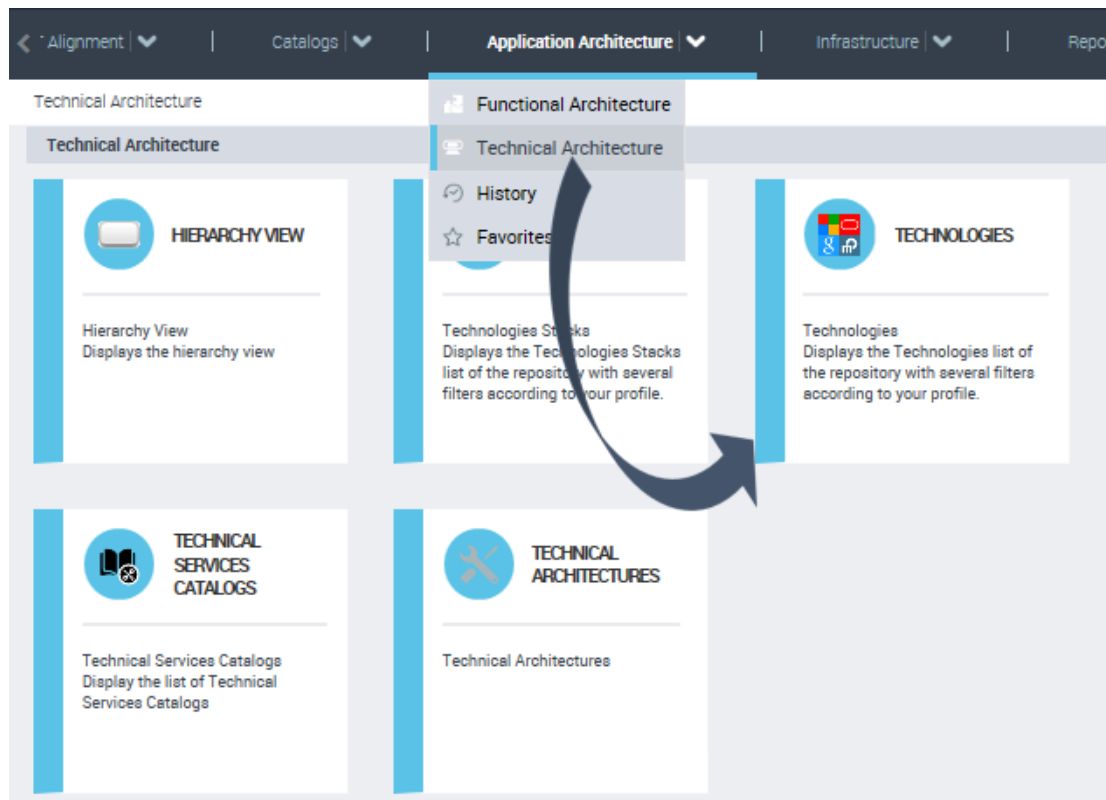
- In the **HOPEX Explorer** desktop, you navigate with navigation tabs.
- In the **HOPEX Explorer** (tablet) desktop, you navigate via the navigation **Menu** .

Example: Accessing technologies in HOPEX Explorer

To access technologies in **HOPEX Explorer** :

1. Connect to **HOPEX Explorer** with the **Application Contributor (lite)** profile.
2. In the **Application Architecture** tab, click the drop-down menu and select **Technical Architecture**.
The **Technical Architecture** page opens.


3. Click the **Technologies** tile.



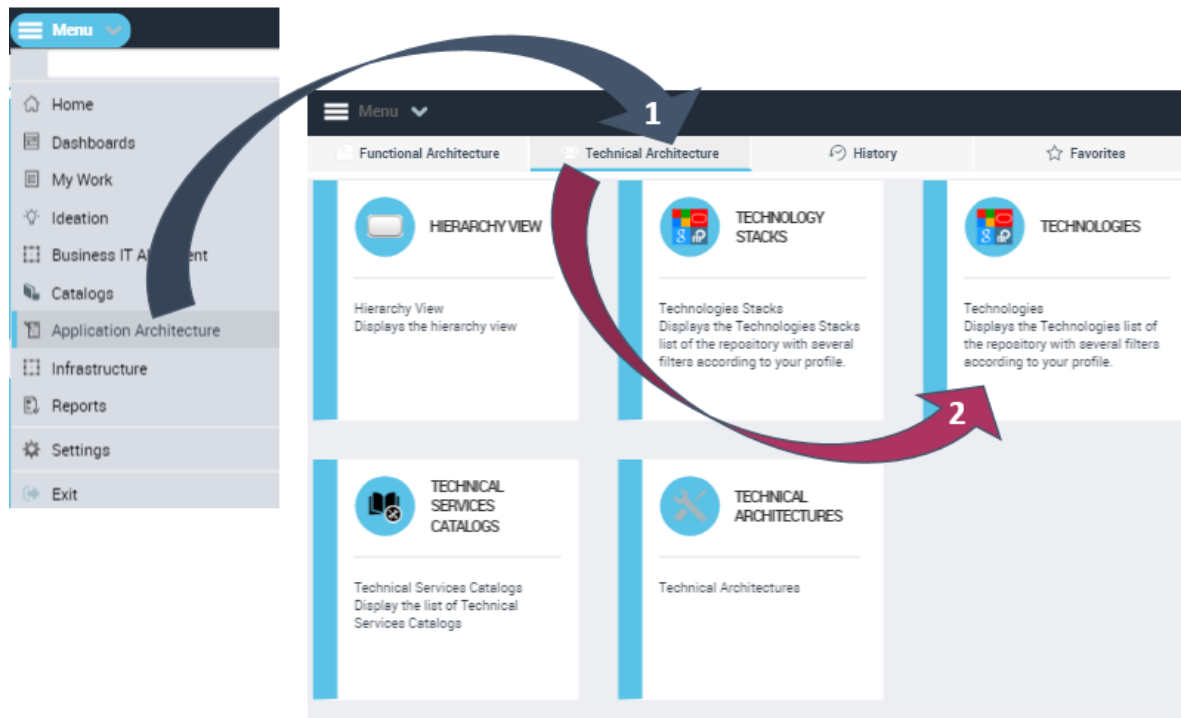
The list of technologies is displayed.

Example: Accessing technologies in HOPEX Explorer (tablet)

To access Technologies in **HOPEX Explorer** (tablet):

1. Connect to **HOPEX Explorer** (tablet) with the **Application Contributor (lite)** profile.
2. Click the navigation **Menu**  and select **Application Architecture**.
The **Application Architecture** navigation pane appears in the **Functional Architecture** tab.
3. Click the **Technical Architecture** tab.
The **Technical Architecture** page opens.

4. Click the **Technologies** tile.



The list of technologies is displayed.

Work Modes in HOPEX Explorer

The **HOPEX Explorer** desktop is a simplified desktop that offers two work modes.

- Browse mode (default)
- Edit mode

To change your work mode, see [Switching Working Mode](#).

Browse mode

This is the current work mode for all profiles.

Irrespective of your profile for connecting to **HOPEX Explorer**, you access your desktop in browse mode. You can:

- browse and view objects.
Eg.: search objects, view diagrams.
- perform actions that do not modify the objects in the repository.
Eg.: create instant reports, add tags, add review notes.

➡ See [Functionalities Available to All Profiles](#).

You cannot update objects in the repository in browse mode.

Edit mode

With an edit type profile (connection to **HOPEX Explorer**), you can switch as necessary to edit mode to modify, create, and delete objects. Property page fields are editable.

Eg.: modify the value of an object attribute.

☛ See [Additional Functionalities Available to Contribution Type Profiles](#).

Functionalities Available to All Profiles

By default, irrespective of your profile for connecting to the **HOPEX Explorer** desktop, you access your desktop in browse mode.

The functionalities available on the **HOPEX Explorer** desktop can be restricted according to the permissions defined for the profile used for connection.

Example: Process Contributor Lite

☛ See [Managing UI Access \(Permissions\)](#).

Functionalities Available in the HOPEX Explorer Desktop

In browse mode in the **HOPEX Explorer** desktop, the following functionalities are available:

- full-text search on objects.
☛ See [Full-text Search](#).
- search by object type.
☛ See [Search by Object Type](#).
- your home page customization: adding and removing tiles.
☛ See [Customizing the Home Page of your Desktop](#).
- your dashboard customization: adding and removing widgets.
☛ See [Customizing your Dashboard](#).
- access to options: viewing and modifying
☛ See [Navigation Tabs](#).
- favorite management.
☛ See [Managing Favorites](#).
- access to reports.
☛ See [In the list of reports of the solution or the list of your reports, select the report in question and click the Properties button associated with the edit window. Accessing Analysis Reports](#).
- access to your notifications on objects.
☛ See [Notifications](#).
- access to the **Collaboration** window.
☛ See [Displaying a Collaboration Feature](#).


Functionalities available in a diagram

In browse mode in the **HOPEX Explorer** desktop, the following functionality is available for a diagram:

- viewing the diagram.
 See [Opening a Diagram](#) and [Handling a Diagram](#).









Functionalities available in a report

In browse mode in the **HOPEX Explorer** desktop, the following functionalities are available in the reports:

- viewing
- exporting in Excel format
- printing
- refreshing
 See [In the list of reports of the solution or the list of your reports, select the report in question and click the Properties button associated with the edit window. Accessing Analysis Reports](#).

Functionalities available on an object

In browse mode in the **HOPEX Explorer** desktop, the following functionalities are available on an object in a list:

- accessing object properties (modification not available).
 See [Accessing Object Properties](#).
- viewing the reports available on the object (creation not available).
 See [Specific reports embedded in an object](#).
- accessing the diagrams that contain the object.
 See [Opening a Diagram](#).
- customizing: adding the object to the home page or to favorites.
 See [Actions on an object from the Local Name of a list](#).
- accessing the diagrams describing or containing the object.
 See [Actions on an object from the Local Name of a list](#).
- instant report creation.
 See [Launching an instant report from a list](#).
- Social: liking and following the object.
- accessing the Workflow transitions.
- Excel export.
- use of all the collaboration functionalities on an object:
 See [Access to Collaboration in HOPEX](#).
- Review Notes
 See also [Review note specificity](#).
- Workflow transitions.
- Activity Feed
- Social: tags, liking and following an object.
- Ideation.

Functionalities available on a list of objects

In browse mode on the **HOPEX Explorer** desktop, the following functionalities are available on a list of objects:

- instant report creation.
➤ See [Launching an instant report from a list](#).
- accessing the Workflow transitions.
➤ See [Using Workflows](#).
- Excel export.
➤ See [Exporting an object list in Excel format](#).

Additional Functionalities Available to Contribution Type Profiles

➤ See [HOPEX Explorer Connection Profiles](#).

Functionalities available on objects

In edit mode, the following additional functionalities are available on objects with contribution type profiles:

- object creation.
- object deletion.
- object property modification.
- accessing the pop-up menu of an object (in a list or in its properties page) and all associated commands (e.g.: Copy, Manage, History).
- modification of diagrams via tabular input (diagram editing not available).
- report creation.

Functionalities available on diagrams

In edit mode, the following additional functionality is available on diagrams with contribution type profiles:

- export in PPT format (Documentation > Export the Diagrams)
➤ See [Exporting Diagrams to PowerPoint](#).

Functionalities available on report

In edit mode, the following additional functionalities are available for reports with contribution type profiles:

- editing the report
- adding notes to existing reports
- report discovery
- creating reports
➤ See [Creating an Analysis Report](#).

Functionalities Not Available in HOPEX Explorer

Some functionalities are not available with the **HOPEX Explorer** desktop, for example:

- import
- creating and updating diagrams
- canceling/restoring
- advanced searches
- saving requests



Switching Working Mode



By default, you are working in browse mode in your **HOPEX Explorer** desktop.

With a contribution type profile, you can modify repository objects. For this, you must work in edit mode.

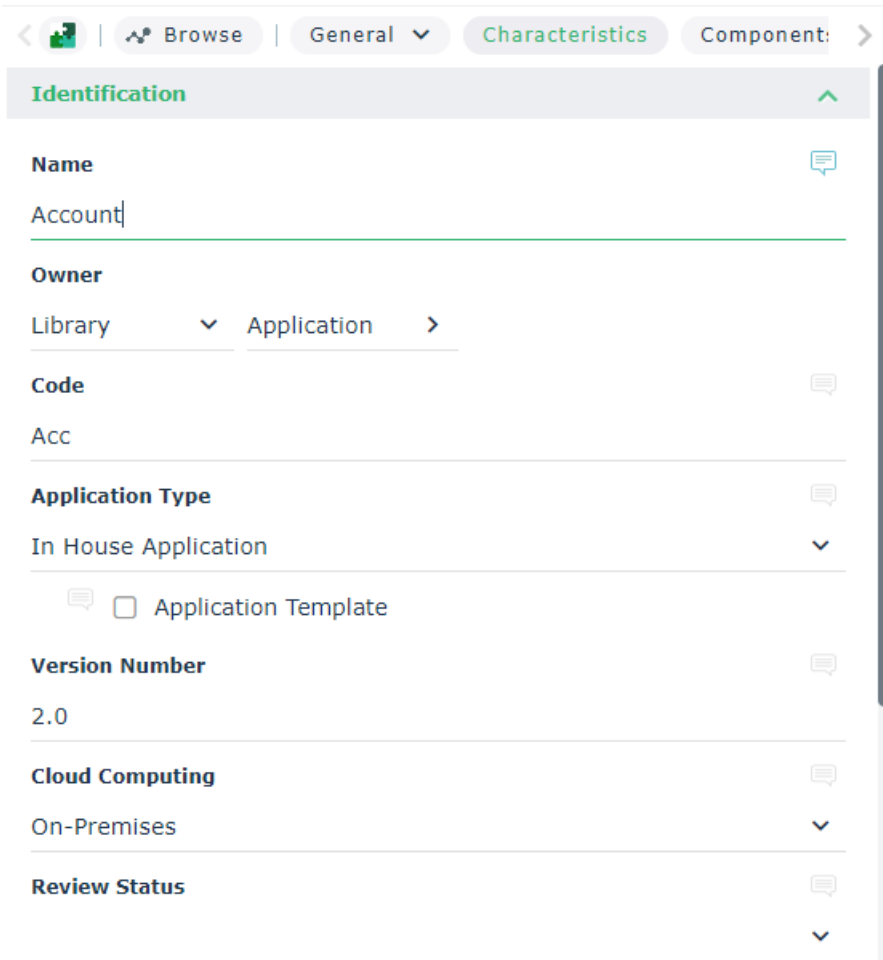
 See [Additional Functionalities Available to Contribution Type Profiles](#).



To switch the working mode (contribution type profile):


1. On your **HOPEX Explorer** desktop, to switch the working mode, you must be in a location that allows this option and have the appropriate permission:
 - Under the breadcrumb, click **Edit** .
 - or
 - In the tab bar of the properties pages, click **Edit** .


 To return to browse mode, click **Browse** .

Example: In a property page, fields are editable and actions like **New** or **Connect** are available.



<  |  Browse | General ▾ | Characteristics | Component: >


Identification 

Name 


Account

Owner


Library ▾ Application >


Code 

Acc


Application Type 

In House Application ▾


 ☐ Application Template

Version Number 

2.0


Cloud Computing 

On-Premises ▾

Review Status 

▾

2. Perform your update.
When you move to another page, you automatically return to **Browse** mode.

☛ To stay on the same page and return to browse mode, click **Browse** .

Switching Desktop without Logging out

In your **HOPEX Explorer** desktop, at any time, you can switch to another profile without logging out. Thus, you quickly access another desktop and other functionalities.

To switch to another desktop:

1. In your **HOPEX Explorer** desktop, in the tool bar, click your current profile drop-down list.
☛ See [Toolbar](#).
2. Select the profile with which you want to connect.
3. (If you made modifications in your private workspace) Click:
 - **Yes**, to save your modifications in the repository.
 - **No**, if you do not want to save in the repository the modifications you made since your last dispatch. Modifications to your desktop are also lost.

☛ Click **Cancel** to stay in your private workspace.

The desktop associated with the selected profile is displayed.

USING HOPEX EXPLORER



See:

- ✓ [Managing Objects](#)
- ✓ [Changing the Data Display Language](#)
- ✓ [Using Diagrams](#)
- ✓ [Managing Favorites in HOPEX Explorer](#)

MANAGING OBJECTS






You can perform actions from objects contained in different type pages of **HOPEX Explorer**, for example from an object in a tree, a list, a diagram, a search result or a Properties page.

See:

- [Accessing Objects](#)
- [Accessing Object Properties pages](#)
- [Modifying Object Properties \(Contribution type profile\)](#)
- [Managing Objects](#)

Accessing Objects

In **HOPEX Explorer**, you can for example access an object from:

- a search result
 See [Quick Search](#).
- a diagram
 See [Using Diagrams](#).
- a property page
 See [Accessing Object Properties pages](#).
- a tree
 See for example the tree of your favorites, [Accessing your favorites](#).
- a list
 For example, in your desktop home page, click a tile that displays a list of objects.

Accessing Object Properties pages

To consult or modify characteristics of an object, you must display the object Properties pages.

To access Properties pages of an object:

1. Access the object, see [Accessing Objects](#).

2. Click the object.
The object properties appear in the navigation area.
By default, the **Characteristics** page appears. It displays the local name of the object and its owner. Properties vary according to the object.

The screenshot shows the 'Characteristics' page in HOPEX Explorer. At the top, there is a navigation bar with tabs: 'Browse', 'View Diagram', 'General', 'Characteristics' (selected), and 'Components'. Below the navigation bar, the 'Identification' section is expanded, showing the following properties:

- Name:** Accounting
- Owner:** Library (dropdown menu) | Payroll (dropdown menu)
- Code:** (empty field)
- Application Type:** (dropdown menu)
- Version Number:** (empty field)
- Cloud Computing:** On-Premises (dropdown menu)
- Review Status:** (empty field)



Each property has a small speech bubble icon to its right, indicating that review notes can be added or displayed for that attribute.

From the object Properties page, you can:

- consult the object properties
- add review notes
- (Contribution type profile) modify the object properties
 ➤ See [Modifying Object Properties \(Contribution type profile\)](#).
- (Contribution type profile) perform actions on this object
 ➤ See [Managing an object from its property pages \(contribution profile type\)](#).

Review note specificity

In **HOPEX Explorer**, in an object property pages, the icon:

-  indicates that you can display or create a review note on the object attribute alongside.
-  indicates the object attribute concerned by the review note.

Modifying Object Properties (Contribution type profile)


In **HOPEX Explorer**, with a contribution type profile you can modify object properties.

➤ See [HOPEX Explorer connection profile types](#).

To modify an object properties:

1. Access the Properties pages of the object.

➤ See [Accessing Objects](#).

2. Click **Edit**  to switch to edit mode.
Fields are editable.

➤ See [Switching Working Mode](#).

3. Modify the object properties.
4. If necessary, display other Properties pages of the object to modify its properties.

➤ As long as you remain in the object Properties pages, you remain in edit mode.

😊 To navigate to another object, use the breadcrumb trail; see [Breadcrumb](#).

Managing Objects

In **HOPEX Explorer**, the functionalities available on objects depends on your **HOPEX Explorer** connection profile type.

➤ See [Working in HOPEX Explorer](#).

Managing objects from a diagram





To manage an object from a diagram, see [Handling a Diagram](#).

Managing an object from its property pages (contribution profile type)

You can perform different actions from the menu bar of an object Properties pages. Certain actions are specific to the object, others are generic, for example:

- **Diagrams Containing Object** to access the diagrams containing the object.
- **History** to consult the history of actions performed on the object.
- **Documentation > Report Discovery** or **New Report (MS Word)** to find a report or create a Report (MS Word) on the object.
- **Copy** to copy the object.
- **Add to Favorites** to add the object to your favorites list.
- **Remove** to delete the object from the repository.
- **Explorer** to explore the object.
- **Manage** for example to duplicate, add to home page, compare and align, merge, send a request for change.

To manage an object from the menu bar of its Properties pages:






1. Access the Properties pages of the object.
 See [Accessing Objects](#).
2. Click **Edit**  to switch to edit mode.
Fields are editable.
 See [Switching Working Mode](#).
3. From the Properties page menu bar, click the object icon and select the action you want to perform.
 *Actions that are available depend on the object. Actions not available on the object are grayed.*

Managing an object from a list

You can manage an object from a list.

 See [Actions on a List of Objects](#).

To manage an object from a list:

1. Display a list.
 *For example, in your home page click a tile that displays a list of objects.*
2. In the list, select the check box alongside the object you want to manage.
 *You can select several objects.*
 *Select the box in the **Local Name** header to select all objects in the list.*
3. In the menu bar of the list, click the action you want to perform.
 Click **More**  to access hidden actions.

CHANGING THE DATA DISPLAY LANGUAGE

The **HOPEX Explorer** application is a multilingual Web site. The **Language** option in the main menu allows you to view data in your preferred language. The available languages are defined in the **HOPEX** repository by the administrator.

To change the data display language in the **HOPEX Explorer** desktop:

1. In the toolbar, click the **Main menu**.
2. Select **<current language> > <new language>**.
Data is displayed in the selected target language.

☛ Before your **HOPEX** objects appear in the required language, they must first be translated in the repository. Non translated objects are displayed with a suffix (<language code>).

USING DIAGRAMS

In **HOPEX Explorer**, you can view the diagrams that contain or describe an object.

See:

- [Opening a Diagram](#)
- [Handling a Diagram](#)




Opening a Diagram

You can open a diagram:

- in the navigation area
- (Contribution type profile) in a floating window

Opening a diagram in the navigation area (any profile type)

For example, you can open a diagram in the navigation area from:



- an object search result (click the result)
 See [Presentation of the Quick Search Tool](#).
- the tree of your favorites (click the link alongside the  icon)
 See [Accessing your favorites](#).
- a list of objects (**Local Name** column)

The diagram name and type are indicated at the bottom of the page.

To open a diagram concerning an object:

1. In **HOPEX Explorer**, display an object list.
2. Select the object concerned.
3. Roll the mouse over the object row concerned.
The icons are displayed in the **Local Name** cell.
4. In the object **Local Name** cell, click:

 If needed, click **More**  to access the button.

- **Open/Preview the diagram**  to open the diagram describing the object. Several diagrams can describe the object.
The diagrams describing the object are displayed in the navigation area.
- **Diagrams Containing Object**  to open the diagram including the object. Several diagrams can include the object.
The diagrams including the object are displayed in the navigation area.

 See [Navigating between diagrams](#).

 See [Handling a Diagram](#).


Opening a diagram in a floating window (contribution type profile)

From an object Properties pages, you can open the diagrams containing the object, in a floating window.


To open a diagram in a floating window (contribution type profile):

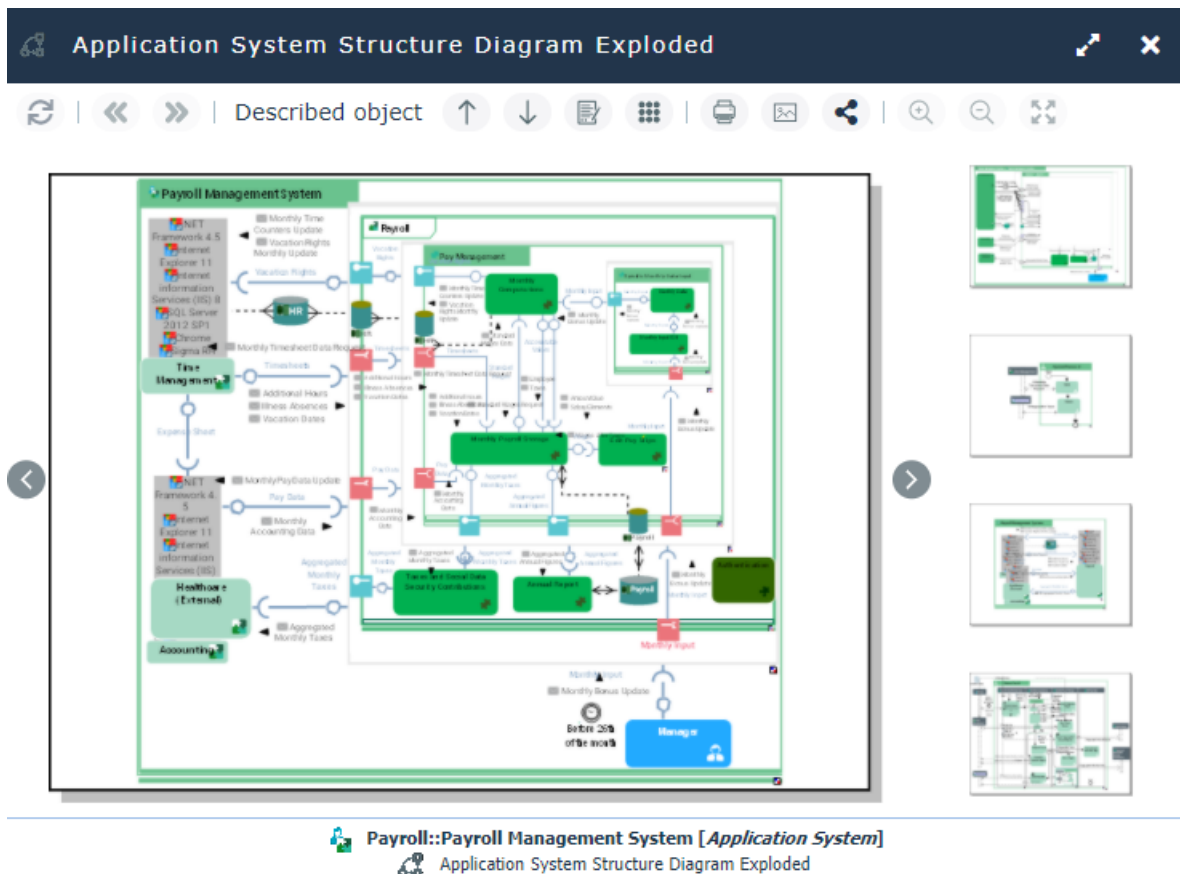
1. Access the Properties pages of the object concerned.

➡ See [Accessing Object Properties pages](#).

2. Click **Edit**  to switch to edit mode.

➡ See [Switching Working Mode](#).

3. In the object Properties page menu bar, click the object icon and in the drop down list select **Diagrams Containing Object** . A window appears with all the diagrams that include the selected object.



4. Click the diagram you want to access. The diagram is displayed.

➡ See [Navigating between diagrams](#).














Handling a Diagram


You can perform actions on the diagram or on an object described in the diagram:

- from the toolbar specific to the diagram
- from the pie menu that appears when you select an object.

Handling a diagram from the diagram toolbar

To handle diagrams, in the diagram toolbar click:

- **Back**  / **Forward**  to navigate between diagrams that are open.
- **Previous**  / **Next**  to navigate between diagrams containing or describing the object.
The mouse wheel also enables navigation between diagrams.
- **Zoom in**  to enlarge the image.
- **Zoom out**  to reduce the image.
- **Show all**  to return to the original size of the image.
You can also zoom in and out using the mouse wheel or using keyboard scroll keys (previous page and next page).
- **Diagrams containing described object**  to access diagrams containing the described object.
The object blinks when it appears in another diagram.
- **Diagrams describing described object**  to access diagrams describing the object selected in the diagram.
- **Properties of described object**  to open the properties page of the object selected in the diagram.
- **Menu**  to access the pop-up menus of the object described by the diagram.
- **Print this diagram**  to save the diagram in PDF format.
- **Save the picture as**  to save the diagram in image format (png, svg, emf, jpeg).

 *Unavailable options are grayed.*

Handling an object from its pie menu

To handle a diagram object from its pie menu:





1. Select an object in the diagram.
A pie menu appears over the object.



Available options are dark grey.

The selected option is blue.

Non available options are light grey.

2. Click the part that represents the action you want to perform:
 - access object properties 
 - create a report on the object 
 - open other diagrams containing the object 
 - open other diagrams describing the object .

Adjusting position of diagram in the window

You can adjust position of diagram in the window. This can be useful for instance when you zoom and want to view a particular part of the diagram.


To move the image on the page:

1. Click in an empty part of the diagram.
2. Hold the mouse button down and move the pointer.
3. Release the mouse button where you want to place the diagram.

Navigating between diagrams

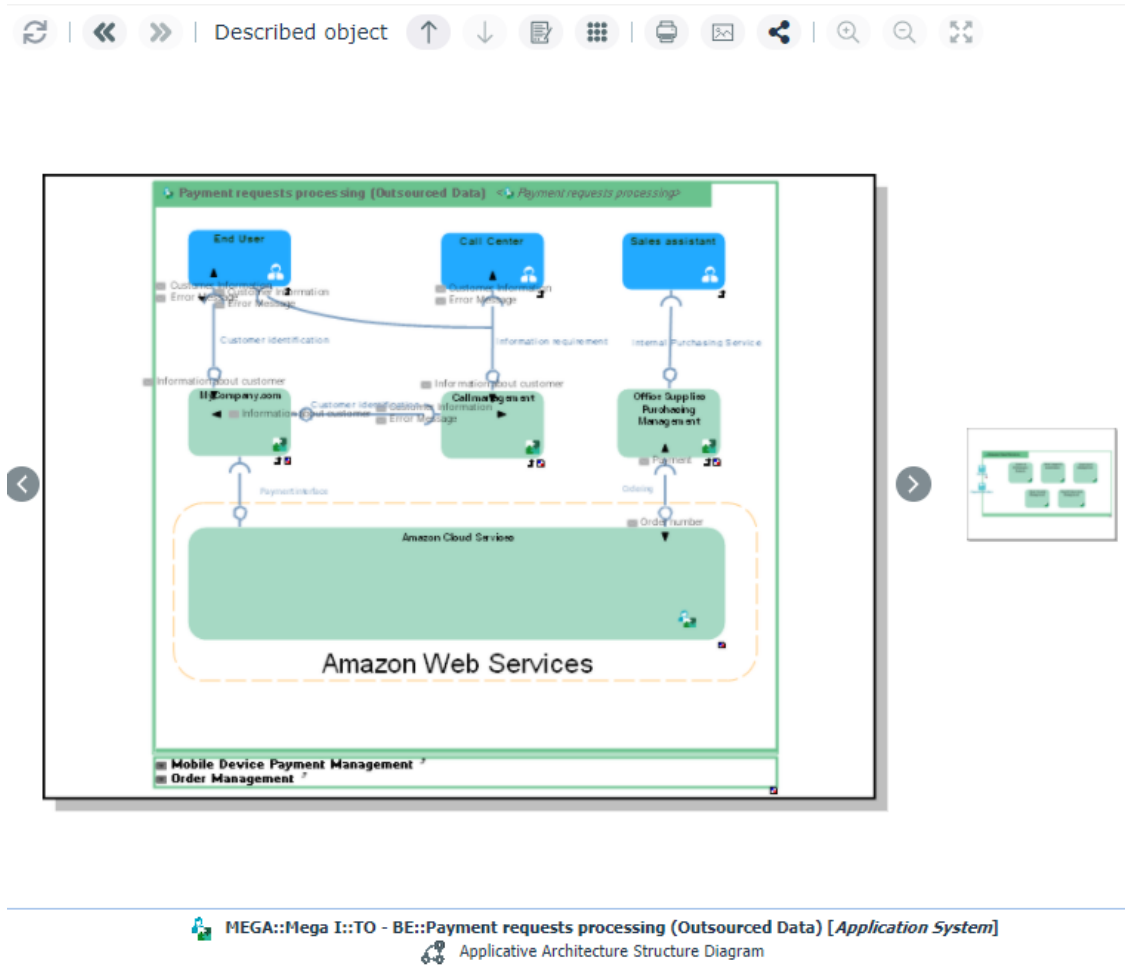
When several diagrams are available for the same object, they are all displayed in the same window.

To navigate between diagrams:

1. Open the diagram.
 See [Opening a Diagram](#).

This window provides an overview of all the diagrams describing the object.

2. Navigate between diagrams using the mouse wheel.



3. Click the diagram you want to display full size.

MANAGING FAVORITES IN HOPEX EXPLORER

In **HOPEX Explorer**, managing favorites is available irrespective of your connection profile type.


See:

- [Adding Favorites](#)
- [Accessing your favorites](#)

Adding Favorites

You can add an object to your favorites from:

- a list of objects
- (contribution type profile) the object properties pages

 **Once an object is added to your favorites, you cannot remove it from your **Favorites** folder.**

Adding an object to your favorites


Irrespective of your connection profile type, you can add an object to a list of your favorites.

To add an object to your favorites from a list:



1. Connect to **HOPEX Explorer**
2. Display the list of objects.

Example: In your home page click a tile that displays a list of objects.


3. Select the object that you want to add to your favorites.

 *You can only add a single object to your favorites at a time.*

4. Roll the mouse over the object row.

5. In the **Local Name** cell of the object, click **Plus**  and select **Add to Favorites** .

The selected object is added to your favorites folder.

 *To consult your favorites, see [Accessing your favorites](#).*





 **You cannot remove the object from your favorites.**

Adding an object to your favorites (contribution type profile)

With a contribution type profile, you can also add an object to your favorites using the Properties pages.

To add an object to your favorites (contribution type profile):


1. Connect to **HOPEX Explorer** with a contribution type profile.

2. Access the Properties pages of the object.
 See [Accessing Objects](#).
3. Click **Edit**  to switch to edit mode.
 See [Switching Working Mode](#).
4. In the properties pages toolbar of the object, click the object icon and select **Add to Favorites**.
 The object is added to your favorites.
 To consult your favorites, see [Accessing your favorites](#).

Accessing your favorites

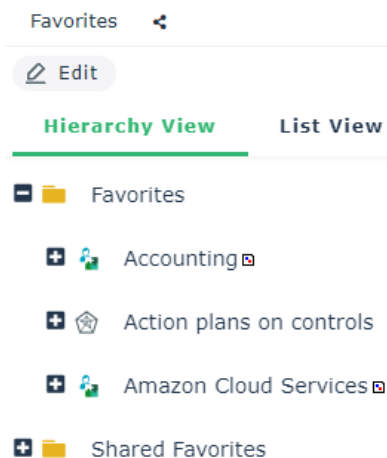
In **HOPEX Explorer**, all the navigation tabs (except the **Home page** and the **Dashboard**) provide direct access to your favorites.

You can display your favorites in the form of:

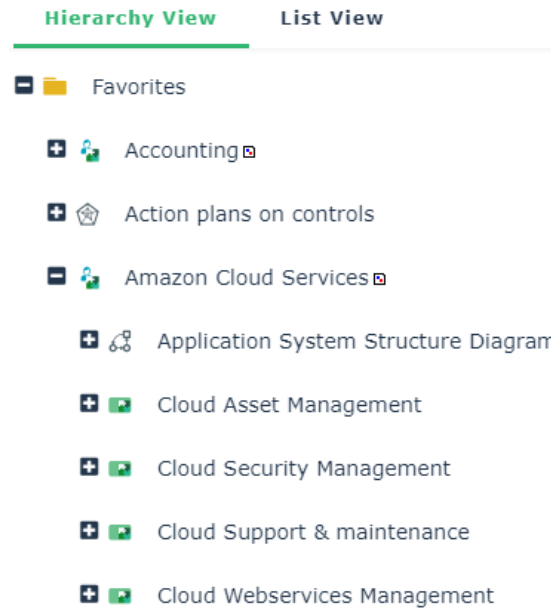
- a tree
 You can manage and classify your favorites in sub-folders.
- a list
 You benefit from functionalities available for an object in a list (e.g.: diagram creation, property access).
 See [Common Actions on Objects](#).

To access your favorites:

1. In your **HOPEX Explorer** desktop, click the drop-down menu of a navigation tab and select **Favorites**.
 The favorite page appears.
2. Click **Hierarchy View**, and expand **My Favorites** folder to access your favorites.



3. Click the favorite you want to view.
The Properties page of the favorite is displayed in the navigation area.
*☛ To return to the tree of your favorites, in the breadcrumb click **Favorites**.*
4. To access the pop-up menu for an object, click **Edit**, then right-click the object.
5. To access to objects linked to the favorite, expand the favorite and click the object concerned. The object properties are displayed in the navigation area.



6. To benefit from the functionalities available for an object in a list, click the **List View** tab.

