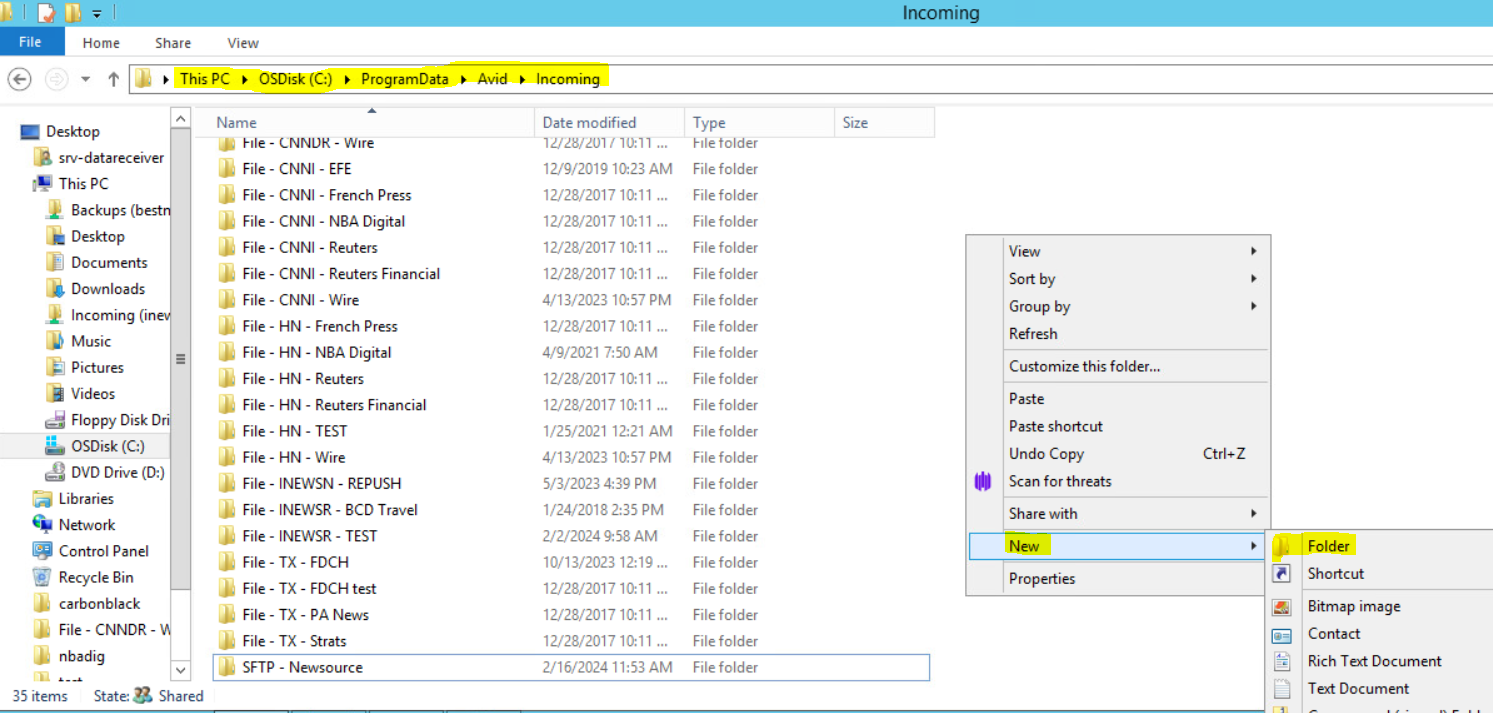
**Newsource WinSCP/SFTP workflow implementation**

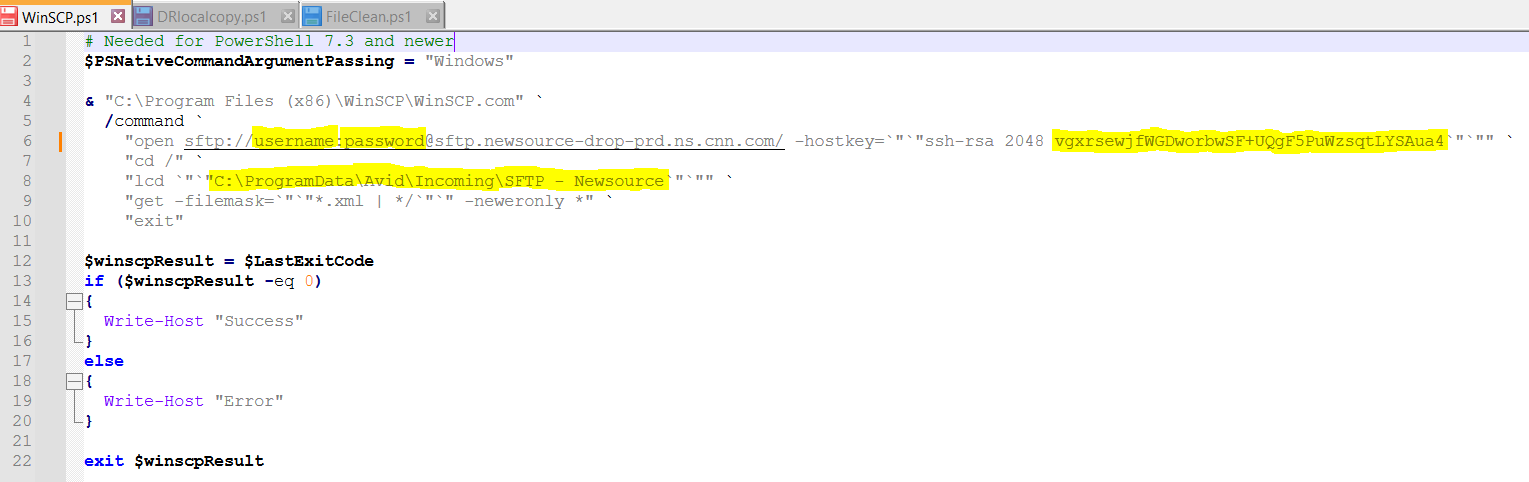
**Setup & Configuration**

* Download WinSCP
* Create local folder to write to (ex. C:\ProgramData\Avid\Incoming\SFTP - Newsource)
* Modify powershell scripts as shown below
* Configure windows task scheduler as shown below

**WinSCP Download Link -** [**https://winscp.net/eng/download.php**](https://winscp.net/eng/download.php)

**Local Folder creation**

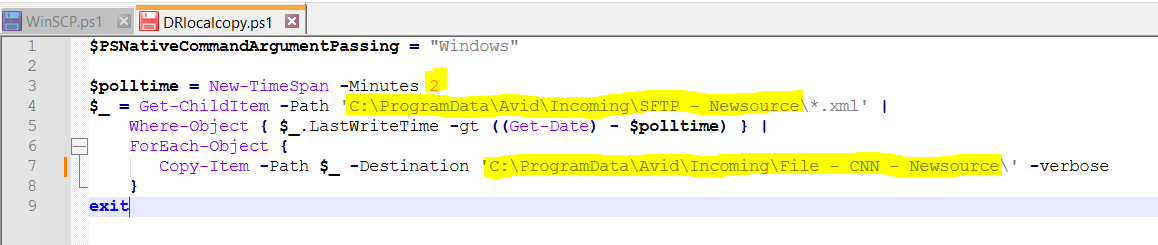
* Local folder path will be included in the first script on Line 8 (see below)

**Script 1 – WinSCP.ps1 –** (highlighted areas are specific to affiliates)

Script 1 Variables

* Affiliate Username & Password to SFTP to newsource fileshare
* Ssh-rsa 2048 key, script should already have current up to date key. (see misc information at bottom of doc for key retrieval incase ssh key changes.)
* Local folder path that newsource files will be downloaded to

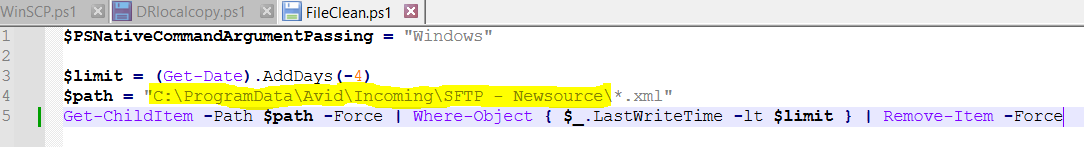
**Script 2 – Drlocalcopy.ps1**

Script 2 Variables

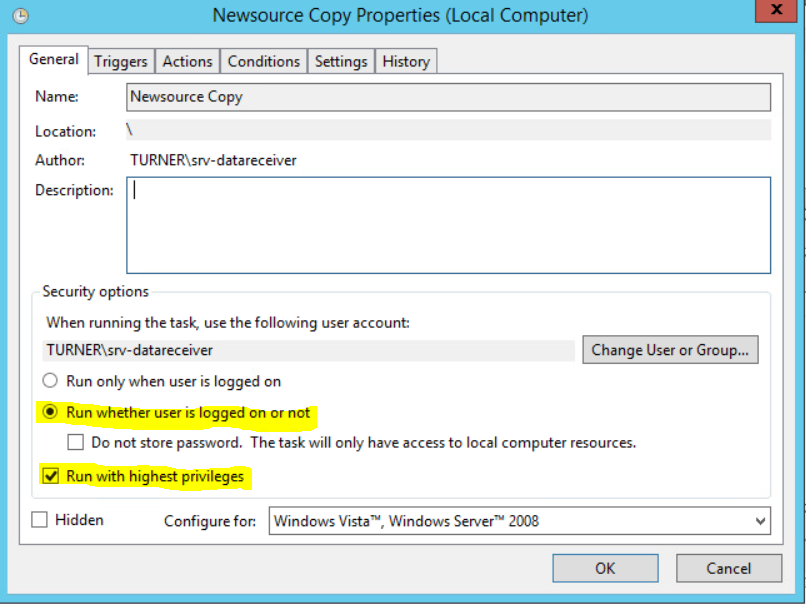
polltime minutes: Determines how many minutes the oldest story in the local folder can be.

$\_ path: Set this path to your local folder that was defined in script 1 on line 8.

Copy-Item Destination: Set path to folder that is monitored by Data Receiver

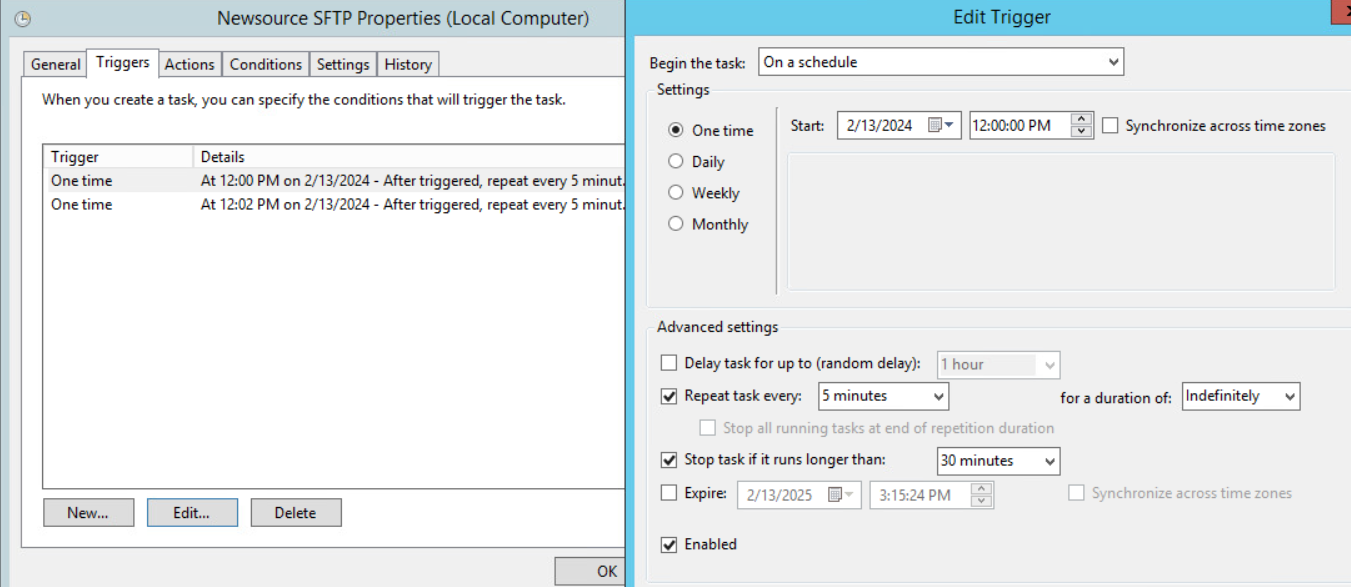
**Script 3 – FileClean.ps1 (mirror path variable from above)**

**Task Scheduler Configuration -** ALL scripts should have the “Run with highest privileges” and “Run whether user is logged in or not” boxes checked.

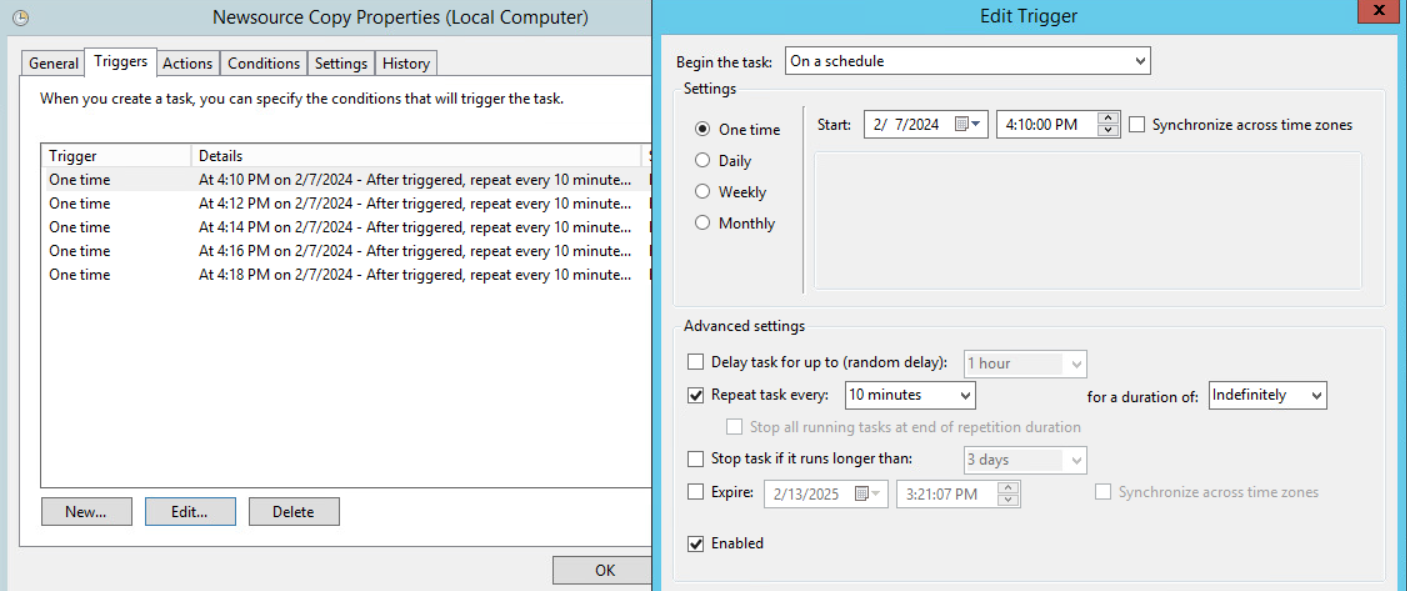


**Task Scheduler Trigger Configuration**

**Script 1 - WinSCP.ps1 -** Configured two triggers that run every 5 minutes, space the two apart by 2½ minutes so that the script ends up running every 2½ minutes. (ex. Trigger 1 – start at 12:00:00, Trigger 2 starts at 12:02:30)



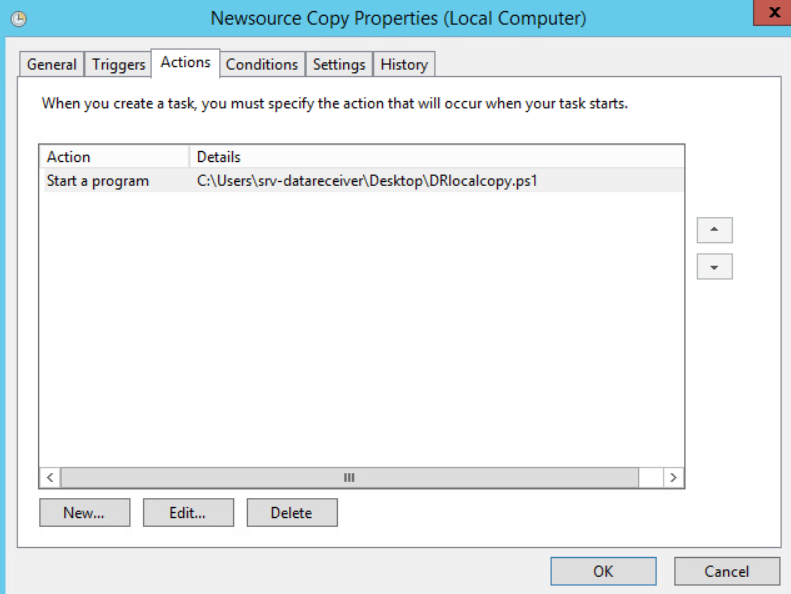
**Script 2 – Drlocalcopy.ps1 –** Configure 5 triggers that run every 10 minutes, space them out by 2 minute intervals so that the script runs and copies over any new files within the 2 minute poll time period.



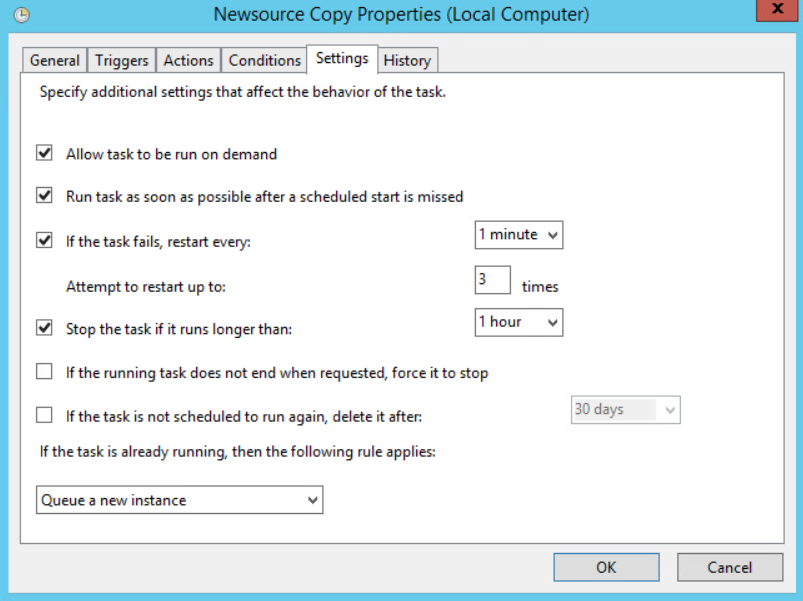
**Script 3 – FileClean.ps1 –** Configure one trigger that runs once a day. (does not need to be at any specific time)

**Task Scheduler Actions Configuration**

For each scheduled task, have it configured to start its respective PowerShell script. (NOTE)

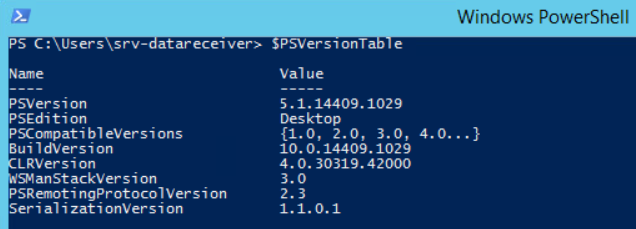


**TaskScheduler Settings Configuration**



**Misc. information/Troubleshooting**

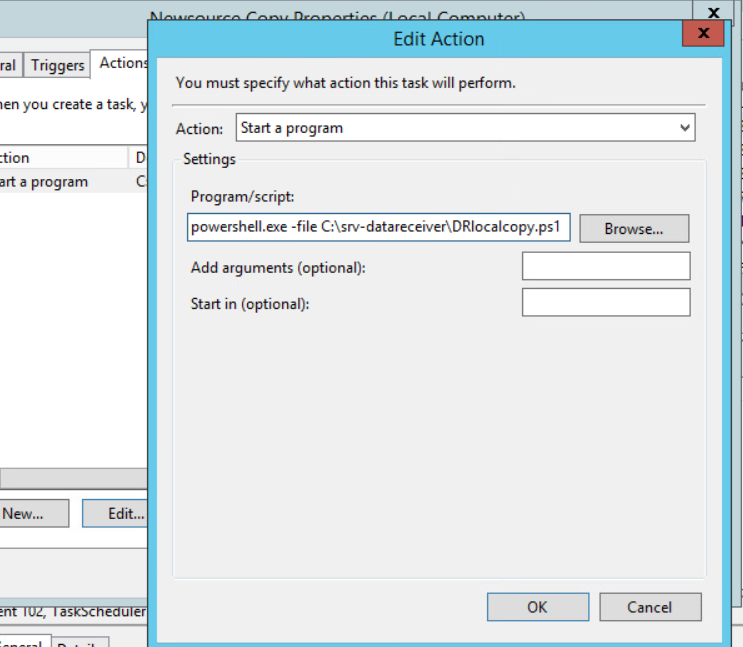
Powershell config



- If scripts appear to be configured correctly in Task Scheduler but are stuck on “The task is currently running” there may be an issue with Task Scheduler attempting to open the scripts as .txt files instead of executable .ps1 files. Check the task history to verify the scripts are being opened as powershell executables and if not, there are two things to check.

1. Ensure the task is being ran with the highest privileges under the general tab

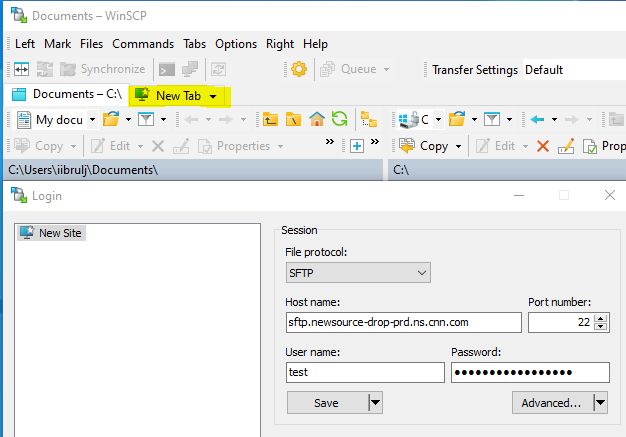
2. If the task is indeed being ran with highest privileges and the issue is still ongoing configure the action tab as shown below. (add “powershell.exe -file” before your path to the script location)



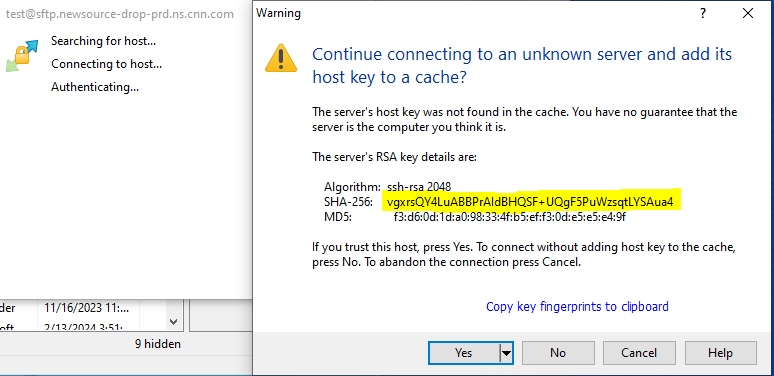
- Ensure that triggers are set to run for a duration of indefinitely or else they may just run once.

- Do not rename the $\_ variable as it will break the scripts that include it, as the $\_ variable is a predefined function in PowerShell.

- For retrieving the ssh rsa key, open the winscp application and select new tab. A new window should open with options to enter credentials.



Once your credentials have been entered, you will be prompted with the screen below, copy the highlighted text and paste it into the ssh-rsa 2048 field in Script1.



If you are not prompted for this or accidently skip it, then you should easily be able to clear your WinSCP cached data. To do so, you will need to navigate to the login screen to connect to a new host, and in the bottom left hand corner go under Tools > Clean Up > Caches. The next time you login, you should be prompted with the hosts ssh key.

