

60475230



**CYBERCREDIT COLLECTION SYSTEM
(CCS) VERSION 3
REFERENCE MANUAL**

**CDC[®] COMPUTER SYSTEM:
CYBER 18 MODEL 25**

LIST OF EFFECTIVE PAGES

New features, as well as changes, deletions, and additions to information in this manual, are indicated by bars in the margins or by a dot near the page number if the entire page is affected. A bar by the page number indicates pagination rather than content has changed.

PAGE	REV	PAGE	REV	PAGE	REV	PAGE	REV	PAGE	REV
Cover	--								
Title Page	--								
ii	A								
iii/iv	A								
v/vi	A								
viii thru x	A								
1-1 thru 1-6	A								
2-1 thru 2-9	A								
3-1 thru 3-7	A								
4-1 thru 4-8	A								
5-1 thru 5-5	A								
6-1	A								
6-2	A								
7-1 thru 7-39	A								
8-1	A								
9-1 thru 9-15	A								
10-1	A								
11-1 thru 11-9	A								
A-1 thru A-4	A								
B-1	A								
C-1	A								
D-1 thru D-56	A								
E-1 thru E-36	A								
F-1 thru F-40	A								
G-1 thru G-16	A								
H-1 thru H-3	A								
I-1	A								
I-2	A								
J-1 thru J-10	A								
K-1 thru K-6	A								
L-1 thru L-23	A								
M-1 thru M-6	A								
N-1 thru N-21	A								
O-1 thru O-23	A								
P-1	A								
Q-1 thru Q-8	A								
R-1	A								
S-1 thru S-51	A								
T-1	A								
T-2	A								
Comment Sheet	A								
Cover	--								

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PREFACE

The Control Data Corporation® CYBER Credit System (CCS) Version 3.0 is an on-line teleprocessing system that is designed to interface with current collection-related data, and eliminate the manually intensive operation inherent in a collection-card process.

Update tapes are generated from user's accounts receivable information on a daily basis. The tapes contain account information for new delinquent accounts, payments to existing accounts, charges, adjustments, address changes, and other pertinent information. The information is used to update the files accessed by collectors during normal collection.

System capabilities include the ability to print collection letters, update address changes and telephone numbers on-line, schedule accounts for deferred review, and flag accounts for management review. All collection activities are recorded and can be reviewed by management on-demand through several management-oriented reports.

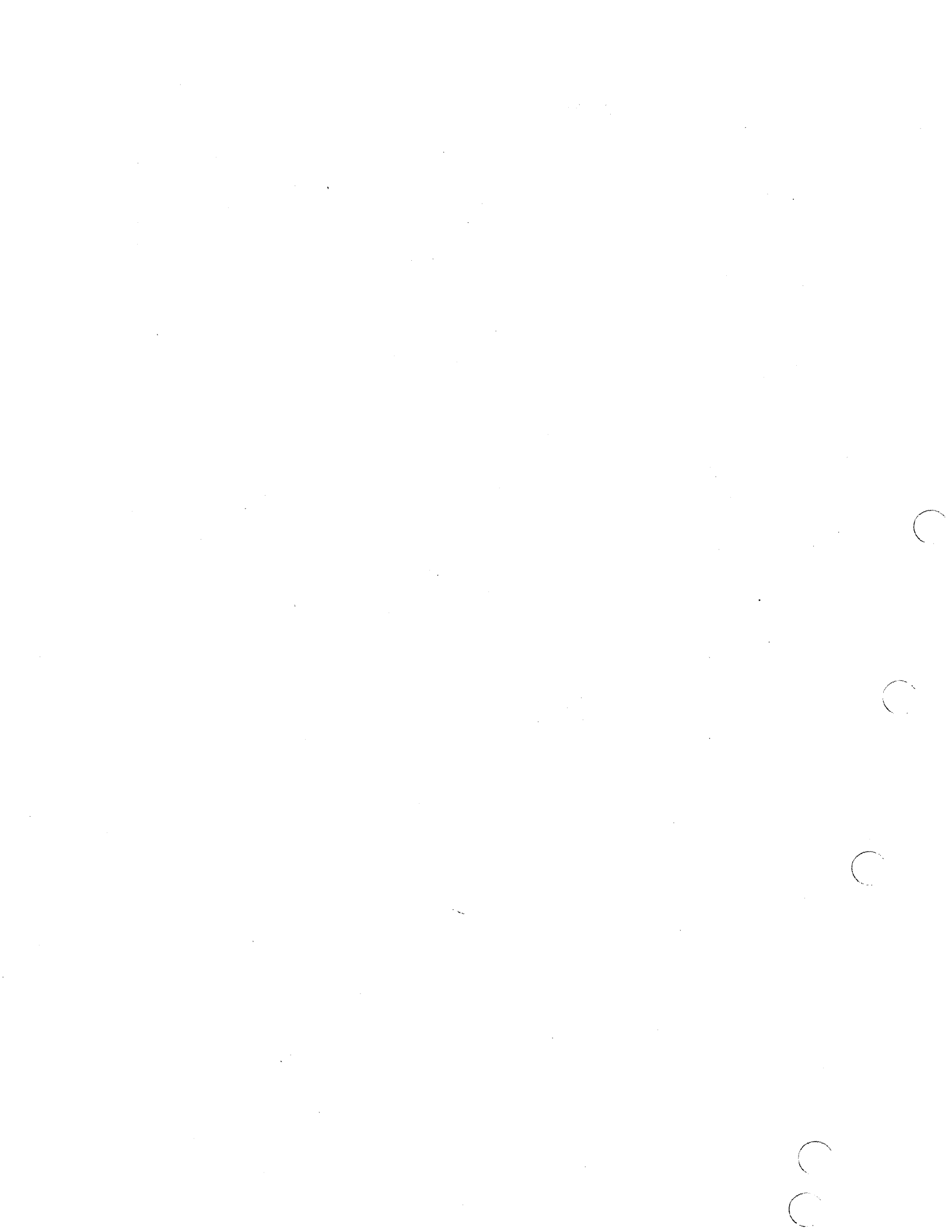
The CCS software is an integrated set of programs, procedures, and activities under the control of an operating executive. The result is a system dedicated to improving a user's collection and audit of delinquent accounts receivable. The flexibility of the system allows the user to tailor its use to meet specific needs, including screen formats, report formats, collection letter formats, collector work file scheduling, account-review priorities, and other pertinent parameters.

This manual is written for both the reader desiring a better understanding of the system operation, and the reader who has an interest in tailoring the system to meet specific needs. Readers should be familiar with RPG II, FORTRAN, and Macro Assembler, the languages used with CCS.

The manuals listed below, available from Literature Distribution, contain additional information useful to the CCS user.

<u>Publication</u>	<u>Publication Number</u>
CYBER Credit System (CCS) Version 3.0 Operator's/Collector's Guide	60475240
CYBER Credit System (CCS) Version 3.0 Installation Test Kit	60475250

CCS 3 is intended for use only as described in this document. Control Data Corporation cannot be responsible for the proper functioning of undescribed features or parameters.



CONTENTS

1 INTRODUCTION	1-1	4 FILE MAINTENANCE PROCEDURES	4-1
Features	1-1	Selections A and B - Letter File Maintenance Operation	4-1
Abstract	1-3	Selection C - Utility File Maintenance	4-3
On-Line Activities	1-6	Selection D - Decision Table Maintenance	4-4
Daily Cycle Procedures	1-6	Selections E and F - Activity Verification Table Maintenance	4-5
File Maintenance Procedures	1-6	Selection G - File Space Audit	4-6
Report Generator Procedures	1-6	Selections H, I, and L - History File Maintenance	4-6
On-Demand Report Procedures	1-6	Selections J And K - Screen File Maintenance	4-6
History Procedures	1-6	Selection M - Activity File Report	4-7
		Selection N - Active User File Maintenance/Report	4-7
2 ON-LINE ACTIVITIES	2-1	Selections O, P, and Q - Report Generator File Maintenance	4-7
Entry to On-Line Activities	2-1	Selection R - Print Screen Utility	4-8
Screen Descriptions	2-2		
Screen Functions	2-2	5 ON-DEMAND REPORT PROCEDURES	5-1
Borrower Name and Address Screen	2-2	Selections A and B - Delinquent Record Content Report	5-1
Cosigner Name and Address Screen	2-2	Selections C, D, and E - Trend Analysis Report	5-1
Borrower Master Screen	2-3	Selection F - Write-Off Report	5-3
Financial Data Screen	2-4	Selection G - Daily Assignment List	5-4
Collector Activity Screen	2-4	Selection H - Summary Accounts List	5-4
Borrower Change Screen	2-5	Selections I and J - Collector Statistics Report	5-4
Cosigner Screen	2-5	Selections K and L - Report Generator Features	5-4
Supervisor Screen	2-6	Operation	5-5
Screen Functions	2-7	Selection M - Queue Loading Report	5-5
Selection Screen Functions	2-7		
Activity Sequences	2-7	6 HISTORY PROCEDURES	6-1
Methods of Entry	2-7	Summary Account History	6-1
Multiple Field Entry	2-7	Tape Archive History	6-1
Single Field Entry	2-8	Selection A - Movement to History	6-1
Change Screen Activities	2-9	Selection B - Update from Tape History	6-2
Automatic Account Review	2-9	Selections C, D, and E - History File Maintenance	6-2
Delayed Account Review	2-9	Selection C - Purge SUMHIST	6-2
Busy Accounts in Automatic Queue	2-9	Selection D - Purge TAPEARC	6-2
Interrupted Automatic	2-9	Selection E - File Compression	6-2
3 DAILY CYCLE PROCEDURES	3-1	7 OPERATING EXECUTIVE UTILITIES	7-1
Selection A - Daily Collector Activity Reports	3-2	Features	7-1
Time Usage Report	3-3	Limitations	7-2
Collector Change Report	3-3	System Operation	7-2
Collector Statistics Report	3-3	Autoloading CCS	7-2
Selection B - Letter Printing	3-3	Manual Interrupt	7-2
Selection C - Collector Activities	3-3	Enabling CCS	7-2
Selections D, E, and F - Update Tape Processing	3-3	Disabling CCS	7-3
Complete Update	3-3		
' ' Code (Blank Code)	3-4		
'30x' Series Codes	3-5		
'4xx' Series Codes	3-6		
'5xx' Series Codes	3-6		
Selections G and H - Delinquent Record Content Reports	3-6		
Selection I - Update from History	3-7		
Selections J, K, L, and M - End of Collector Usage	3-7		

Local Batch Processing Control	7-3	System Patch Utility (CCSDB)	7-22
CCS Device Errors	7-3	Source Program Utility (COSY/CUDDLY)	7-23
Engineering File	7-3	Features	7-23
Device Failure Handling	7-4	Operation	7-23
Device Failure Storage	7-4	I Parameter (COSY or Hollerith Input)	7-23
Device Failure Listing	7-4	C Parameter (COSY Output)	7-23
File Manager Utility	7-4	H Parameter (Hollerith Output)	7-24
Interactive Mode	7-4	D Parameter (Deck Name)	7-24
Procedure Stream Mode	7-5	ID Parameter	7-24
UTIL Command Formatting Requirements	7-5	Job Processing	7-25
UTIL Commands	7-5	Job Control Statements	7-25
HELP Commands	7-5	Control Statements Within A Job	7-25
COMMAN Command	7-6	*JOB Statement	7-25
INPUT Command	7-6	*CTO Statement	7-25
OUTPUT Command	7-6	*REW Statement	7-25
EXIT Command	7-6	*K Statement	7-25
DEFINE Command	7-6	*CSY Statement	7-25
DELETE Command	7-7	*COSY Statement	7-26
CLEAR Command	7-7	*CUDDLY Statement	7-26
LIST Command	7-8	*V Statement	7-26
STATUS Command	7-8	Communications Interface	7-26
RENAME Command	7-8	Operation	7-26
COPY Command	7-8	User Interface - Request Codes	7-27
COMPRESS Command	7-9	Normal Mode	7-27
PURGE Command	7-9	Unsolicited Input Mode	7-27
DUMP Command	7-9	Communications Processor Interface	7-28
RELOAD Command	7-9	CE Errors and Statistics	7-28
LOAD Command	7-10	Restart	7-28
INIT Command	7-10	Initialization	7-28
MOUNT Command	7-10	Operator Error Messages	7-28
DISMOUNT Command	7-10	Terminal Line Type and Baud Rate	7-28
SAVE Command	7-11	Configuration Capabilities	7-29
HOST Command	7-12	Automatic Configuration	7-29
SET Command	7-12	Configuration Utilities	7-29
BATCH Command	7-12	Disk Drive Configuration Utility (SMDC)	7-29
BATCH STATUS Command	7-13	System Identification Definition (SYID)	7-30
DISCARD Command	7-13	Line Printer Band Modification (LPCF)	7-30
FLUSH Command	7-13	News	7-30
DISPOSE Command	7-14	EDTLP	7-30
PRINT Command	7-14	Execute the EDTLP Save Procedure	7-31
Error Messages	7-14	End of EDTLP Save	7-33
Text Editor	7-14	End of Tape Processing	7-33
Features	7-14	EDTLP Tape Error Message and Recovery Routines	7-34
Calling Editor	7-15	Other Error Messages	7-35
Exiting from Editor	7-15	EDTLP Load Procedure	7-35
File Retrieval	7-16	End of EDTLP Reload	7-37
Text Entry	7-16	End of Tape Processing	7-37
Single-Line Mode	7-16	EDTLP Tape Error Messages and Recovery	7-38
Auto Mode	7-16	Other Error Messages	7-39
Text Entry Examples	7-17	8 SYSTEM INSTALLATION	8-1
Initializing Editor	7-17	Installation Materials	8-1
Deleting Text	7-17	Installation Procedures	8-1
Resequencing Text Lines	7-18	9 SYSTEM PARAMETERS	9-1
Listing Text Lines	7-18	HOSUPT - Initial Master File from Host System	9-1
Text Modification	7-18	Utility File	9-1
Text Search	7-18	Activity Verification Table	9-4
Tabulation	7-19	Daily Assignment Creation - DACRTE	9-5
Character Positioning	7-19	Daily Assignment Operation - Decision Table	9-5
Command List	7-19	Decision Table File - DECTBL	9-8
Sequencing Unnumbered Text Files	7-19		
Sort Utility	7-19		
Call the Utility	7-20		
Define Input Files	7-20		
Define Output Files	7-20		
Select Sort Option	7-21		
Designated Keys Used for Sorting	7-21		
Record Selection	7-21		
Optional Comments/Statements	7-22		
Terminal Messages	7-22		

User Area of Delinquent Master File - DELQMST	9-10	A, (NAME) Option	11-5
Collector Screens	9-10	N, (#) Option	11-5
Letters	9-11	S, (#) Option	11-5
Report Generator	9-11	On-Demand Report Procedures (LO Menu)	11-5
Detail List Report - DTLLST	9-11	Delinquent Record Content - Selections A and B	11-6
Update Tapes	9-11	Complete and Direct Payment Statements - Selection N	11-6
Payment Stacking Subroutine (CCSPYT)	9-11	Inventory Reports - Selection O	11-6
Financial Update Tape Processing (UPD500)	9-14	Recovery Analysis - Selection P	11-6
\$\$USERID File Setup and Maintenance	9-14	History Procedures (LH Menu)	11-6
Transaction Replay	9-14	Purge Client File - Selection F	11-6
System ID Definition	9-14	Operating Executive/Utilities	11-6
News	9-14	System Installation	11-6
Ready Master and Backup Disk Packs	9-14	Installation Materials	11-6
		Installation Procedure	11-7
10 SYSTEM RECOVERY	10-1	System Parameterization	11-7
Operation	10-1	LA Delinquent Master File (LADLQMST)	11-7
		User Area of LA Delinquent Master File	11-7
		Update Tapes	11-7
11 LEGAL AND AGENCY SYSTEM	11-1	LA Client File (LACLIENT)	11-7
Features	11-1	Utility File (LAUTIFIL)	11-7
On-Line Processing	11-2	Activity Verification Table (LAAVMDSC)	11-8
Daily Cycle Procedures (LD MENU)	11-3	Daily Assignment Creation (LDACRT) and Decision Table (LADECTBL)	11-8
Complete Update - Selection D	11-3	Collector Screens (LASCNDSC, LASCNFIL)	11-8
Non-Financial Update - Selection E	11-3	Letters (LALTRDSC, LALTRFIL)	11-8
Delinquent Record Content - Selection G and H	11-4	Report Generator	11-8
Nightly (Batch) Update - Selection N	11-4	Detail List Report (LDTLST)	11-8
Financial Update - Selection F	11-4	\$\$USERID	11-9
Extraction Process - Selection O	11-4	Transaction Replay	11-9
File Maintenance Procedures (LM Menu)	11-5	System ID Definition	11-9
Client File Maintenance - Selection S	11-5	News (NEWS)	11-9
		Ready Master and Backup Procedures	11-9
		System Recovery	11-9
		Operation	11-9

APPENDIXES

A Glossary	A-1	L Error/Diagnostic Messages	L-1
B Action Codes	B-1	M Legal and Agency Sample Screens	M-1
C Result Codes	C-1	N Legal and Agency Menus and Procedures	N-1
D CCS Sample Reports	D-1	O Legal and Agency Report Samples	O-1
E CCS File Descriptions	E-1	P Legal and Agency Update Tape Descriptions	P-1
F CCS Cross Reference of Procedures, Files Programs, and Subroutines	F-1	Q Legal and Agency File Description	Q-1
G CCS Menus/Procedures	G-1	R Legal and Agency Functional Flowchart	R-1
H CCS Update Tape Descriptions	H-1	S Legal and Agency Cross Reference of Procedures, Files, Programs and Subroutines	S-1
I Memory Initialization Description	I-1	T File and Program Names - CCS vs LA	T-1
J Customer or Field Analyst Work Sheets	J-1		
K Sample Screens	K-1		

FIGURES

1-1 Functional Block Diagram	1-1	7-3 Sample Deck (COSY)	7-24
2-1 NEWS Screen	2-1	9-1 UTIL Record Description	9-2
2-2 Log-on Prompt Screen	2-2	9-2 Activity Matrix	9-5
2-3 Selection Screen	2-2	9-3 Modified Areas in DACRTE File	9-6
2-4 Borrower Master Screen	2-3	9-4 DACRTE for Promise-to-Pay	9-6
2-5 Borrower Name and Address Screen	2-3	9-5 Additional Fields in DLYASSN File	9-6
2-6 Cosigner's Name and Address Screen	2-4	9-6 Screen Layout Form	9-12
2-7 Financial History Screen	2-4	9-7 Screen Coding Form	9-13
2-8 Collector Activity Screen	2-5	9-8 Sample of the Messages Displayed During Log On	9-15
2-9 Borrower Change Screen	2-5	11-1 Statement Balance Screen	11-3
2-10 Cosigner Screen	2-6	11-2 LAUTIFIL Information	11-8
2-11 Supervisor Change Screen	2-6	11-3 Sample of the Messages Displayed During Log On	11-9
7-1 Engineering File Information Listing	7-4		
7-2 Sample Deck (CUDDLY)	7-24		

TABLES

1-1	Account Review Activities	1-3	5-3	Selections D and E Switch Settings	5-3
1-2	CCS Procedures	1-4	6-1	History Procedure/Program/File Relationships	6-1
3-1	Daily Cycle (DC) Procedure Execution Sequence	3-1	7-1	CCS Start Procedure	7-3
3-2	Daily Cycle Procedure/Program/File Relationships	3-2	7-2	CCS Disabling Procedure	7-3
3-3	Updated Files	3-4	7-3	Device Names	7-6
4-1	File Maintenance Procedure/Program/File Relationships	4-2	7-4	Typical Output Display During Program Execution	7-22
4-2	Action Code Record Formats	4-5	7-5	Sample Procedure for DSORT	7-22
4-3	Result Code Record Format	4-5	9-1	AVMDESC Record Format	9-4
5-1	CCS Report Descriptions	5-2	9-2	Parameters and Results	9-8
5-2	On-Demand Report Procedure/Program/File Relationships	5-3	9-3	Decision Table Contents	9-9
			9-4	Format for Input Records to SCRNDISC	9-10

The CDC®CYBER 18 CYBER Credit System (CCS) Version 3.0 is a terminal-based system designed to assist in the daily collection functions of reviewing, updating, and acting upon delinquent accounts.

Section 1 of this manual provides a general introduction to CCS. Succeeding sections describe the major functions of the system and the operating executive that controls the operation of the functional entities. Additional sections deal with system installation, parameters, and recovery.

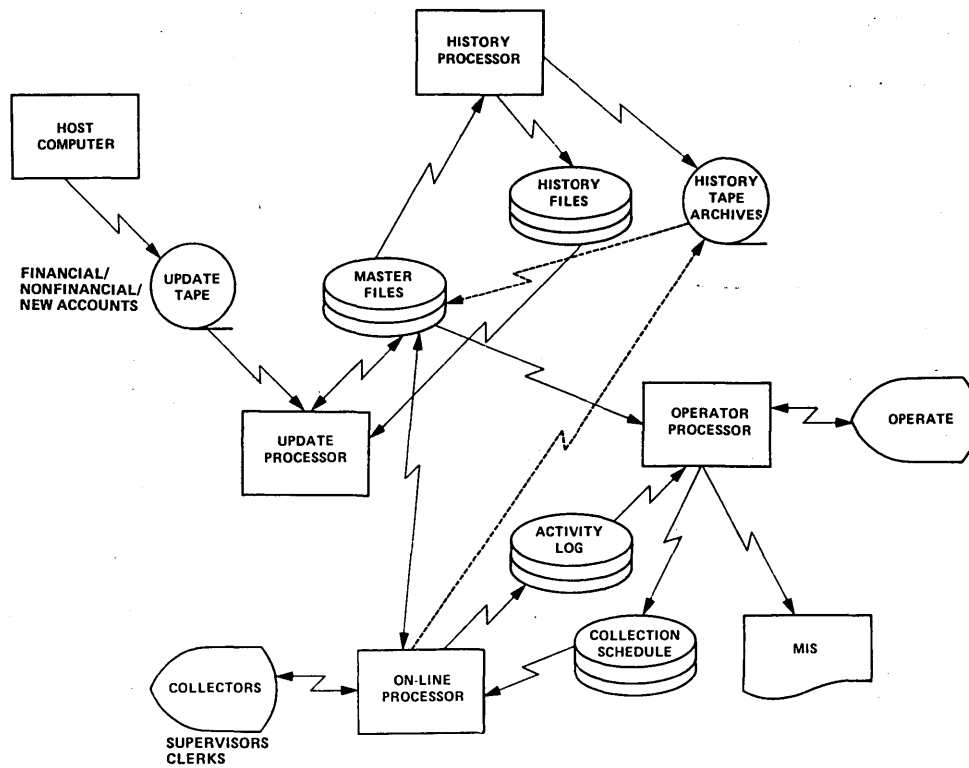
CCS generates delinquent account information based on data received from the user's accounts receivable system by offering the user the following: flexibility in laying out display screens viewed by a collector, development of letter files, setting up delinquent accounts in priority order, and assignment of those accounts to specific collectors. A collector can call for an account by account number, borrower name, cosigner name, or by requesting the next scheduled account assigned to him. CCS automatically arranges accounts in priority order for collector review.

Figure 1-1 is a functional block diagram of CCS.

FEATURES

The principal features provided by CCS are as follows:

- The CCS system supports a maximum of 78,000 accounts. The mass memory configuration for users is determined primarily by account volume. Refer to the Installation Test Kit manual for additional information on system configuration.
- The CCS system has some reconfiguration capabilities. On the first autoload after system (EDTLP) installation, mass memory unit 0 (system logical unit 8) is configured to use the drive present: 1867-20 or 1867-40. At all autoloads, the system configures itself for the tape drive subsystem present and memory present.



1579

Figure 1-1. Functional Block Diagram

- Additional user requested utilities are available to configure nonsystem library mass memory units (for drive type (1867-20 or 1867-40) and format (density of 96 words/sector or 5619 words/sector)), enable lower case printing on line printer, and establish system ID message appearing at autoload and user terminal log on. These capabilities are discussed in section 7 (Operating Executive Utilities).
- Collectors may access accounts by means of an automatic file. The files place borrower accounts in priority sequence according to user-designated criteria.
- The automatic file assures that accounts are serviced at the proper time and eliminates the possibility of skipping higher priority accounts.
- Collectors do not need to arrange status sheets and cards in priority order. CCS does this by replacing status sheets and cards with disk files.
- Collectors may exit the automatic file at any time and access an account by borrower name, account number, or cosigner name.
- The above feature offers improved customer service in response to unscheduled contacts from the borrower or unexpected changes in account priority. Once the unscheduled account has been serviced, the system returns to the correct position in the automatic file and brings up the next scheduled account.
- A collector is presented with all the information necessary to service an account through a series of display screens. General account information, financial transaction history, and collection activity information are readily accessible.
- CCS is extremely easy to use. Most record information or display commands are two characters in length. However, the collector may also enter free-form comments relative to account activity. The flow of information is enhanced by system-generated prompts to the collector.
- Collectors are not permitted to alter financial data concerning an account. They are permitted to enter any changes to nonfinancial data (such as address change, employment status, and so forth) and may also request letters (the system will validate the existence of these letters) to be sent to borrowers and/or cosigners.
- The collector may use the automatic next contact date generated by the system, or enter his own next contact date after an account has been serviced.
- The automatic next contact date feature ensures accuracy in account follow-up without the normally required paper work of a manual system. Collector-designated next contact date provides a necessary degree of flexibility.
- CCS can coordinate the printing of all management reports and letters concurrently with collection activities. A daily transaction file is maintained by the system from which report generating procedures can be called upon to print collector-related reports. An optional secondary transaction file is available for additional backup and recovery procedures. If this feature is selected, the transactions are also logged in this file.
- Up to 56 terminals, and up to 128 collectors, can be supported by CCS. The user may have all collectors working from a single automatic file of accounts, or he may select individual accounts for each collector.
- Account file access is at four levels: clerk, collector, supervisor, and training. The supervisory level is highest and provides access to all accounts regardless of status. Status is established by one of four states of delinquency: satisfied, released, written-off, or active. Clerks and collectors can only update accounts in the active state. The training level does not change fields or cause files to be updated.
- Access to all files is restricted by an ID number to eliminate unauthorized file access.
- CCS may be tailored to meet the individual requirements of a user. The user can customize key data base fields and define formats for the screens. The format and body of delinquency notices (letters) are also user-defined.
- Collector screen entries consist of a fixed part containing activity code fields and a variable comment field.
- Information about current (active) accounts and historical backup for inactive accounts is stored in the account activity and account history files, respectively.
- Accounts are moved to an account history file after they have been inactive for a user-defined period of time.
- The maintenance of files is implemented by file maintenance procedures executed by the system operator at the system console. With some exceptions, these procedures can be executed concurrently with collection activities.
- Reports generated by the system include: delinquent record contents, trend analysis, write-off, daily assignment list, summary account list, time usage collector statistics, collector changes to accounts, queue loading, letters, and file audits.
- The update portion of CCS allows for a flexible interchange of information with a host computer (that is, the user's accounts receivable system) using magnetic tape.
- CCS includes disk backup (utility SAVE function) of the entire system with safeguards to reduce possibility of volume destruction through operator error.
- The CCS system tape backup of the entire system through EDTLP (Extended Disk to Tape Load Procedure).

ABSTRACT

The following paragraphs contain an introduction to some of the major topics of this manual. The topics listed below are covered by a separate section.

- On-Line Activities
- Daily Cycle Procedures
- File Maintenance Procedures
- On-Demand Report Procedures
- Report Generator Procedures
- History Procedures

The following definitions of key terms used repeatedly in these sections, such as activity, procedures and menu selections, are provided to assist the reader.

All functions performed by and through CCS are either activities or procedures. Activities are those functions

performed during the on-line collection sessions, predominantly by collectors. Once a collector has logged onto the system, the logic and flow of functions performed by CCS are put under collector control by entering specific two-character function codes at the console display keyboard.

Procedures are supportive of activities; activities are invoked/performed by collectors, and procedures are invoked/performed by the system operator. The system operator, through the execution of procedures, supports the collector's daily collection activities. This is done by updating files, building a collection sequence for the following day, and printing letters to borrowers as indicated by collector input to the system during the current working day.

Activities are invoked by entering a two-character function code to the system through the collector's keyboard (table 1-1). Menus are displayed by entering a two-character request code via the system console. Procedures are executed by entering the one-character selection code displayed on the menu. Entry of a two-character function code by the collector initiates one of many collection activities. For example, the entry of

TABLE 1-1. ACCOUNT REVIEW ACTIVITIES

Function Code	Activity Invoked	Valid Activity		
		Clerk	Collector	Supervisor
NA	Get next account for review from assigned queue.	Yes	Yes	Yes
DS	Display selection screen.	Yes	Yes	Yes
DC	Display borrower change screen.	Yes	Yes	Yes
CS	Display cosigner screen.	Yes	Yes	Yes
NQ	Move to next queue assigned to this collector, if another queue exists.	Yes	Yes	Yes
DF	Display financial data screen.	No	Yes	Yes
DA	Display collector activity screen.	No	Yes	Yes
EA	Enter collector activity.	No	Yes	Yes
P1	Enter permanent comment 1.	No	Yes	Yes
P2	Enter permanent comment 2.	No	Yes	Yes
P3	Enter permanent comment 3.	No	Yes	Yes
RL	Mark account for review n accounts later; then perform NA function.	No	Yes	Yes
OA	Display account linked via other account field in master file.	No	Yes	Yes
AA	Additional activity screens (from activity screen)	No	Yes	Yes
SS	Display supervisor screen.	No	No	Yes
DL	Request detail list report on given account number (from supervisor screen).	No	No	Yes
UH	Request update from tape archives.	No	No	Yes

function code NA brings up the next account from the automatic file for collector review and action. The collector indicates the action(s) he has taken by entering a two-character action code followed by a two-character result code. The collector indicates that the borrower was called at home and the borrower said that the payment was in the mail. The collector enters this as TH, IM. TH (telephone home) is an action code, and IM (in the mail) is a result code. The transaction is logged in a transaction file. The system can be designed to automatically present that account for review, a specified number of days later, to verify that payment was received.

Menu request codes, when input by the system operator, cause the system to display menus of procedures that are initiated by the operator. There are five request codes, (table 1-2), one for each class of procedures that the operator can take: DC (daily cycle), RP (reports), RG (report generator), HS (history); and MT (file maintenance). After inputting a request code, the associated menu of procedures for that code is displayed. The operator indicates the choice of procedure by entering a one-character selection code. For instance, by entering request code RP to the system prompt of REQUEST=, the system displays the on-demand report menu. By entering

TABLE 1-2. CCS PROCEDURES

Menu	Request	Selection	Procedure	Function
Daily Cycle	DC	A	PRFDC001	Print daily collector activity reports.
		B	PRFDC002	Print requested letters.
		C	PRFDC003	Add collector activities to activity file.
		D	PRFDC004	Process update tape(s) from A/R system.
		E	PRFDC005	Process 400 series (nonfinancial) update tape(s).
		F	PRFDC006	Process 500 series (financial) update tape(s).
		G	PRFRP001	Print delinquent record content report (inactive accounts).
		H	PRFRP002	Print delinquent record content report (supervisor requests).
		I	PRFDC007	Update accounts from history.
		J	PRFDC008	Reserved for system comments
		K	PRFDC009	Reserved for system comments
On-demand Report	RP	L	PRFDC010	Sort transaction file for collector report.
		M	PRFDC011	Create daily assignment files.
		A	PRFRP001	Print delinquent record content report (inactive accounts).
		B	PRFRP002	Print delinquent record content report (supervisor requests).
		C	PRFRP003	Calculate trend analysis age.
		D	PRFRP004	Print trend analysis report (by queue).
		E	PRFRP005	Print trend analysis report (by product type).
		F	PRFRP006	Print eligible/actual write-off report.
		G	PRFRP007	Print daily assignment list.
		H	PRFRP008	Print summary account list.
I	PRFRP009	Print weekly collector statistics report.		
J	PRFRP010	Print monthly collector statistics report.		

TABLE 1-2. CCS PROCEDURES (Contd)

Menu	Request	Selection	Procedure	Function
History	HS	K	PRFCNTRL	Create report generator program.
		L	PRFPG000	Execute report generator program.
		M	PRFRP011	Print queue loading report.
		A	PRFHS001	Move inactive accounts to history files.
		B	PRFHS002	Update active accounts from tape archives.
		C	PRFHS003	Purge oldest accounts from summary history file.
		D	PRFHS004	Purge oldest accounts from tape archives file.
Report Generator	RG	E	PRFMT010	Purge master files (DELQMST, COSIGNER, ACTFIL).
		A-S	PRFRG001- PRFRG019	Execute saved report generator programs.
File Maintenance	MT	A	PRFMT001	Print letter file.
		B	PRFMT002	Perform letter file maintenance (from console input).
		C	PRFMT003	Perform utility file maintenance (add or update utility records.)
		D	PRFMT004	Perform decision table maintenance.
		E	PRFMT005	Print activity verification table in matrix format.
		F	PRFMT006	Generate and print activity verification table.
		G	PRFMT007	Audit file space and print report.
		H	PRFHS003	Purge oldest accounts from summary history file.
		I	PRFHS004	Purge oldest accounts from tape archives file.
		J	PRFMT008	Print screen definition file.
		K	PRFMT009	Print screen file.
		L	PRFMT010	Purge master files (DELQMST, COSIGNER, ACTFIL).
		M	PRFMT011	Print activity file maintenance report.
		N	PRFMT012	Perform active user file maintenance.
		O	PRFMT013	Print generator data element table.
		P	PRFMT014	Report generator data element table routines (console input).
Q	PRFMT015	Report generator program directory file maintenance.		
R	PRFMT016	Screen file print utility		

an I to the menu selection = prompt, the operator has caused the system to execute the procedure stream which will print the weekly statistics report.

ON-LINE ACTIVITIES

On-line activities are driven by a single program, COLECT. It controls access to all accounts during collection activities whether the access be by collector, clerk, or supervisor. COLECT maintains a dialogue with each of the collectors, clerks, and supervisors logged onto the system. Function codes entered by a collector cause COLECT to initiate the indicated activity for the collector. All transactions made by the collectors are stored, for the current working day, in the transaction file. These transactions consist of activities on accounts, nonfinancial changes, and permanent comments made by the collector on accounts.

DAILY CYCLE PROCEDURES

A menu of daily cycle procedures is displayed when the system operator enters request code DC at the system console. The associated procedures perform the following:

- File updates
- Report generation
- Generation of daily assignment files

Most procedures can be performed concurrently with collection activities; however, some procedures require files to be locked (accessible only to the system operator and the system) in order to perform sorts and file updates. Procedures of this type include sorting of the transaction file and creating the daily assignment file for the next collection session. They are performed at the end of the collection session.

FILE MAINTENANCE PROCEDURES

The file maintenance procedure menu is displayed when the operator enters request code MT at the system console. The associated procedures performed are as follows:

- File purges
- File updates
- File audits
- Report generation

Most file maintenance procedures are performed at the end of the collection session to avoid conflicts with collector access to files.

REPORT GENERATOR PROCEDURES

The report generator procedure menu is displayed when the operator enters code RG at the system console. The associated procedure performed is as follows:

- Print the programs that were created and saved by the report generation routines.

ON-DEMAND REPORT PROCEDURES

The on-demand report procedure menu is displayed when the operator enters request code RP. The associated procedures permit the following reports to be printed:

- Delinquent record contents
- Trend analysis
- Write-off
- Daily assignment list
- Summary account list
- Collector statistics
- Report generation
- Queue loading

On-demand report procedures can be performed at any time of day. A supervisor activity permits the supervisor to request the printing of the delinquent record content report.

HISTORY PROCEDURES

The history procedure menu is displayed when the operator enters request code HS. The associated procedures performed are as follows:

- Movement of inactive account to history file
- Update of active accounts from tape archives
- File purges
- File compression

The two purge file procedures are identical to those that can be invoked with file maintenance selections.

On-line activities are driven by a single program, COLECT. It controls access to all accounts during collection activities. COLECT maintains a dialogue with each of the collectors, clerks, and supervisors logged onto the system. Function codes entered by a collector cause COLECT to initiate the indicated activity. The program also maintains a transaction file. All of the transactions made by all collectors are stored for the current session in this file. These transactions consist of activities on accounts, nonfinancial changes, and permanent comments made by the collector on accounts.

Some of the features and capabilities available during on-line activities are as follows:

- All activities are logged in a transaction file for use in processing reports.
- A review (security) flag is provided for accounts to be reviewed by supervisors only.
- Collection activities are not permitted on any account where status codes R (released), S (satisfied), or W (write-off) are applied to the account. Change and supervisor activities are permitted.
- Collector input can be entered on a single line with field delimiters, or one field at a time with individual field prompting for collector activities.
- An automatic review of accounts is provided by a queue structure, which permits all collectors to work from one queue, or each collector can have a unique queue of accounts.
- Collector responses consist of a fixed part containing all codes and a variable part which is a comment field. The response is verified using an activity verification table. A valid response is stored in the account master record and the transaction file.
- The four levels of usage provided within the on-line activities are as follows:

- Clerical (access to change screen, cosigner screen, and related change functions only)
 - Collector (access to all screens and functions except supervisor functions and screen)
 - Supervisor (access to all screens and functions)
 - Training (if a collector logs on with a T preceding a valid ID, all clerical, collector, or supervisor functions are permitted, but no files are changed.)
- Accounts are flagged in general groups (credit card versus installment loan) by the first digit of the account number. Certain screens and fields within the account master file can be distinct for each group.

ENTRY TO ON-LINE ACTIVITIES

To enter the on-line activities, it is necessary to call program COLECT into execution. This is done by entering:

+ (CR)

at the terminal. In response to the system prompt for user ID, the collector presses:

(CR)

This automatically initiates the NEWS program (refer to figure 2-1). The NEWS program presents three options to the user:

- 1) NEWS only
- 2) Display NEWS then GO INTO COLECT
- 3) Skip NEWS - GO INTO COLECT

If option 1 is selected, the news file is displayed and the collector is logged off.

CHOOSE ONE OF THE FOLLOWING OPTIONS:

- 1) NEWS ONLY
- 2) DISPLAY NEWS THEN GO INTO COLECT
- 3) SKIP NEWS GO INTO COLECT

ANSWER 1, 2, 3, (CR)

Figure 2-1. NEWS Screen

If option 2 is selected, the news file is displayed and COLECT executed.

If option 3 is selected, the news is bypassed and COLECT is executed.

Refer to section 7 (Operating Executive Utilities) for additional information regarding the operation of NEWS.

COLECT prompts the terminal operator for collector ID. Refer to figure 2-2. The operator responds by entering a valid collector, clerk, or supervisor ID. The ID is checked for validity by the system. If the ID is invalid, the system immediately logs off the terminal. A valid ID causes COLECT to display the selection screen from which a collection session begins.

SCREEN DESCRIPTIONS

The following screens are provided by CCS to implement a collection session:

- Selection screen
- News screen
- Borrower name and address screen
- Cosigner name and address screen
- Borrower master screen
- Financial data screen
- Collector activity screen
- Borrower change screen

- Cosigner screen
- Supervisor screen

The user has the option of having screens tailored (format and field) to his requirements. (Refer to the CCS 3 Operator's/Collector's Guide.)

SCREEN FUNCTIONS

The selection screen (figure 2-3) is the screen from which a collection session begins. The collector has the option of bringing up the selection screen on command. This is necessary when customer service is required, in response to an unscheduled contact from a client, or unexpected changes to an account priority occur. The selection screen is also used by the collector to exit from the system at the end of a collection session.

The activities that can be chosen from the selection screen are as follows:

- A (automatic review of accounts)
- B, NAME (retrieve by requested borrower name)
- N, # (retrieve by requested account number)
- C, NAME (retrieve by requested cosigner name)
- E (exit collection session, sign off)

The collector enters A and a carriage return to service the first account on the automatic file queue. He enters the borrower's name, cosigner's name, or account number to service a specific account. The system displays the borrower master screen (figure 2-4) if the collector enters A or N, #. The borrower name and address screen

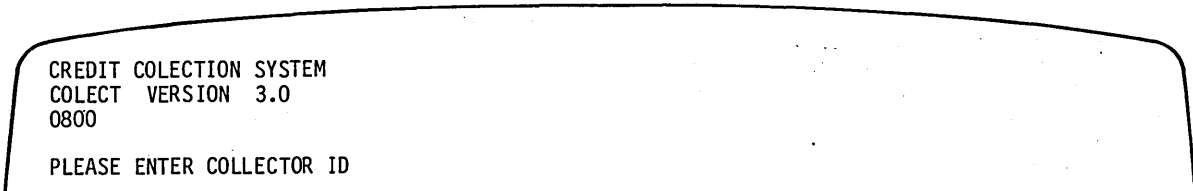


Figure 2-2. Log-on Prompt Screen

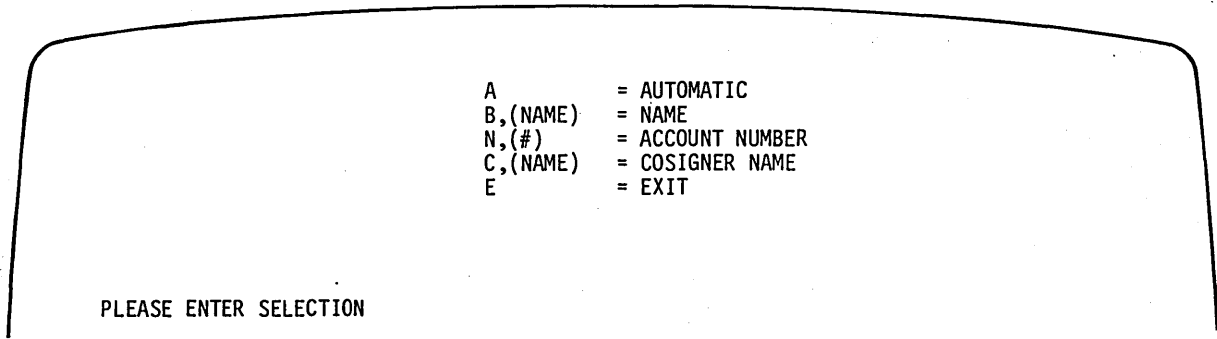


Figure 2-3. Selection Screen

or cosigner name and address screen are displayed by entering B, 'NAME' or C, 'NAME'.

BORROWER NAME AND ADDRESS SCREEN

The collector enters B, 'NAME' in response to a selection screen prompt. (He must input one or more characters of a name and the system searches for any name that matches those characters.) One or more matching names are displayed on the borrower name and address screen (figure 2-5).

If more than one name matches the name entered by the collector, up to nine names, addresses, and associated account numbers are displayed. If the collector cannot match one of the displayed names with the one he is searching for, the collector presses a carriage return to continue the search and another set of names, addresses, and account numbers is displayed. If a match is found, the operator enters n for the selected account, which leads to the display of the borrower master screen.

The name search is continued until a match is found, or until the system exhausts its supply of matching names. The system returns the collector to the selection screen after he enters D to discontinue the search.

COSIGNER NAME AND ADDRESS SCREEN

The collector enters C, 'NAME' in response to a selection screen prompt. The system's response is similar to that of the B, 'NAME' collector input, except only one cosigner name is displayed at a time to minimize search/locate time (figure 2-6).

BORROWER MASTER SCREEN

The borrower master screen (figure 2-4) is entered from the selection screen when the collector enters A or N, '#'. In response to a selection screen prompt. This screen displays basic account information and the most recent collection activity. The reader is constantly reminded that

```

                                BORROWER'S MASTER SCREEN

SUPV ACCT #                       TIME 0810
GRAHAM, JAMES P                   QUEUE # 0001 ACCT # 0100024491204567
99 ZEST PLACE                     POINT SCORE 000 AMT DELQ 303.53
BROOKSIDE, MD 50701              ACCT TYPE 03 DELQ DATE 6/12/77
HOME # 787/545-0202              STATUS CD PREV QUE 68
SAL CD 3                         PP FLAG PRIORITY 0005
                                NEXT CONTACT 07/17/77

CONTROL DATA CORPORATION         SOC SEC #
888 ZZZ ST                       ADL ACCT #
CAROL TOWN, MD 50704             SAV ACCT #
WORK # 714/452-6000             EXT CK ACCT #
                                ENTRY DATE 06/17/77
NUMBER COSIGNER                 LAST UPDATE
                                PERM COMMENT 1: DO NOT CALL BEFORE NOON
                                PERM COMMENT 2:
                                PERM COMMENT 3:

LAST ACTIVITY
DATE AC RS LT COLL COMMENT
07/02/77 TH PP 01 MARC
PLEASE ENTER NEXT FUNCTION OR ACTION, RESULT, LETTER REQUEST, COMMENT

```

Figure 2-4. Borrower Master Screen

```

1 BORROWERS NAME                 ADDRESS                 ACCOUNT #
2 BORROWERS NAME                 ADDRESS                 ACCOUNT #

# = SELECT NAME
D = DISCONTINUE SEARCH
= CONTINUE SEARCH

PLEASE ENTER SELECTION

```

Figure 2-5. Borrower Name and Address Screen

figure 2-4 may not reflect the screen format used by the reader since screens can be tailored to the user's requirements. It is given as an example to familiarize the reader with the kind of information to be found on the borrower master screen and others.

FINANCIAL DATA SCREEN

The financial data screen (figure 2-7) is displayed when the collector enters DF in response to a system request prompt. This screen shows the current financial status of an account. It is a reference screen only, and no updating of financial data by the collector is permitted. After reviewing the financial data, the collector may service the next account, call up a specific account, or continue to service the current account by selecting another screen or activity.

COLLECTOR ACTIVITY SCREEN

The collector activity screen (figure 2-8) is displayed when the collector enters DA in response to a system request prompt. The screen displays a history of all collection activity that has occurred on an account since it was entered into the system. The most recent activities are displayed on the initial screen. If more information is needed, the collector enters AA to display additional activities. Function code AA is only valid when entered from the collector activity screen. When all activities for the account have been displayed, the END OF ACTIVITY message is displayed.

The collector may access a new activity by entering any of the function codes valid for entry from the borrower master screen. (The screen functions and activity sequences are described later in this section.)

```

NCA,SAM
99 Z ST

PLEASE ENTER SELECTION

C = CORRECT
D = DISCONTINUE
= CONTINUE
  
```

Figure 2-6. Cosigner's Name and Address Screen

```

                                FINANCIAL HISTORY
ACCT NAME GRAHAM, JAMES P      ACCT # 0100024491204567
ACCT TYPE      03
LOAN OFF
SPEC DESC FIELD

AMT DELQ      303.53    OPEN DATE
DELQ DATE     06/12/77  OPEN AMOUNT      0.00
LAST UPDATE   06/22/77  CUR BALANCE      401.70
ENTRY DATE    06/12/77  CUR PAYOFF       401.70

TIMES DELINQUENT      PROMISED TO PAY FIELDS
30 DAYS               FLAG                Y
60 DAYS               MADE                07/07/77
90 DAYS               BY DATE              07/15/77
                                AMOUNT      303.53

DATE OF TAPE, IF IN TAPE HISTORY

PLEASE ENTER NEXT FUNCTION OR ACTION OR ACTION,RESULT,LETTER
  
```

Figure 2-7. Financial History Screen

BORROWER CHANGE SCREEN

The borrower change screen (figure 2-9) is displayed when the collector enters DC in response to a system request prompt. The contents of this screen represent the nonfinancial account fields that can be changed or updated by a collector. Previous and current entries are displayed for the borrower address lines 1 and 2, city, state, and zip code, and the date of the last change from this screen is shown.

To change a field, the collector enters the two-digit line number of the field to be changed, a comma, the new

information for the field and a carriage return. After all the necessary changes have been made, the collector proceeds to the next activity by entering any valid function code.

COSIGNER SCREEN

The cosigner screen (figure 2-10) is displayed when the collector enters CS in response to a system request prompt. The cosigner screen contains nonfinancial information for up to three cosigners. The collector may update or change any of the information shown for each cosigner.

COLLECTION ACTIVITY

ACCT NAME	GRAHAM, JAMES P	ACCT #	0100024491204567
AMT DELQ	303.53	LAST LTR DATE	07/07/77
DELQ DATE	06/12/77	LAST LTR AMT	303.53

PERM COMMENT 1: DO NOT CALL BEFORE NOON
PERM COMMENT 2:
PERM COMMENT 3:

CONTACT AC RS LR
DATE CD CD CD COLL COMMENTS
07/07/77 TH PP 01 MARC
END OF ACTIVITY HISTORY

PLEASE ENTER NEXT FUNCTION OR ACTION, RESULT, LETTER REQUEST, COMMENT

Figure 2-8. Collector Activity Screen

BORROWER'S CHANGE SCREEN

ACCT NAME	GRAHAM, JAMES P	ACCT #	0100024491204567
LAST CHANGE	00/00/00		

PREVIOUS

01	HOME ADDR 1	99 ZEST PLACE
02	HOME ADDR 2	
03	CITY, STATE	BROOKSIDE, MD
04	HOME ZIP	50701
05	HOME PHONE	787/545-0202
06	HOME EXT	0000
07	BUS NAME	CONTROL DATA CORPORATION
08	BUS ADDR	888 ZZZ ST
09	CITY, STATE	CAROL TOWN, MD
10	BUS ZIP	50704
11	BUS PHONE	714/452-6000
12	BUS EXT	3333
13	SAL CD	3
14	ADL ACCT #	
15	SOC SEC #	

ENTER ITEM, CHANGE OR NEXT FUNCTION OR ACTION, RESULT, LETTER REQUEST

Figure 2-9. Borrower Change Screen

If a cosigner does not exist within the system for this account, the screen is displayed with blank data; and if the collector changes an item, a record is created in the cosigner file (COSIGNER).

To change a field, the collector enters the two-digit line number of the field to be changed, a comma, the new information for the field and a carriage return. After all the necessary changes have been made, the collector proceeds to the next activity by entering any valid function code.

SUPERVISOR SCREEN

The supervisor screen (figure 2-11) can be displayed by personnel possessing a valid supervisory ID code. Supervisory personnel can display this screen by entering SS in response to a system request prompt.

The supervisor screen permits the supervisor to alter privileged information such as reassigning an account to a different queue or changing the next contact date. Changes are performed in a manner similar to changes or updates made from the borrower change screen.

```

** COSIGNER **

ACCT NAME GRAHAM, JAMES P          ACCT # 0100024491204567
AMT DELQ  303.53                   DELQ DATE 06/12/77

COSIGNER 1 01 JOHN SMITH           06 HOME 222-3416
             02 222 MAIN ST.       07 EXT  444
             03 SAN DIEGO, CALIF.  08 BUS  111-1234
             04 92100               09 EXT  333

COSIGNER 2 10                      15 HOME
             11                      16 EXT
             12                      17 BUS
             13                      18 EXT
             14

COSIGNER 3 19                      24 HOME
             20                      25 EXT
             21                      26 BUS
             22                      27 EXT
             23

ENTER ITEM,CHANGE OR NEXT FUNCTION OR ACTION,RESULT,LETTER REQUEST,
COMMENT
```

Figure 2-10. Cosigner Screen

```

SUPERVISOR'S CHANGE SCREEN

ACCT NAME GRAHAM, JAMES P          ACCT # 0100024491204567
CURR QUEUE 0001                   AMT DELQ  303.53
LAST QUEUE CHNG 06/12/77         DELQ DATE 06/12/77

01 QUEUE ID 0001                 PREV QUEUE 68
02 NEXT CONTACT DATE 06/17/77
03 PRIORITY CODE 0005
04 SUPV FOR THIS ACCT
05 SUPV STATUS CODE
06 QUEUE REASSIGN COD
07 ACCT REVIEW CODE
08 PP AMOUNT 303.53

ENTER ITEM,CHANGE OR NEXT FUNCTION OR ACTION,RESULT,LETTER REQUEST,
```

Figure 2-11. Supervisor Change Screen

SCREEN FUNCTIONS

Section 1 introduced the functions that can be invoked from the collector's display. Clerks and supervisors with valid ID codes can also invoke some or all of these functions.

SELECTION SCREEN FUNCTIONS

Selection screen functions permit a collector to review accounts automatically, or to retrieve an account by borrower name, cosigner name, or account number.

Program COLECT displays the selection screen when invoked by a collector during the sign-on process, or when a collector enters function code DS in response to a system request prompt.

The collector may sign off from a collection session via the selection screen.

ACTIVITY SEQUENCES

Four levels of activity are possible: clerical, collector, supervisor, and training. Table 1-1 contains all on-line activity function codes, a description of the activity invoked by the codes, and the kind of personnel that can validly invoke those activities.

When a collector is required to log his activities, combinations of the following fields are entered:

NOTE

Codes and requirements are defined by the user at installation time and may vary from the typical fields.

AC	Two-character action code
RS	Two-character result code
LR	One-character letter request code
ACODE	One-character address code
LC	Two-digit letter code
LDATE	Four- to six-character date for the letter
LAMT	One- to nine-digit amount for letter
PDATE	Four- to six-character promise-to-pay date
PAMT	One- to nine-digit amount promised for payment
COM	One- to 55-character comment
NCD	Four- or six-character date for next contact date

Action codes denote the action taken by the collector. For example, action code TH may denote that the collector contacted the borrower by telephone at home.

Result codes indicate what happened as a result of the collector's action.

NOTE

A user can elect to use these codes or establish his own codes. Appendixes B and C contain examples of action and result codes.

Letter request codes are limited to L or N. L indicates that a letter is required, and N indicates that no letter is required. No letter required is the default condition if the field is left blank and preceded by a comma.

H, B, 1, 2, or 3 are examples for the one-character ACODE field. H means send the letter to the borrower's home address; B means send the letter to the borrower's business address; 1, 2, and 3 mean send the letter to cosigner 1, 2, or 3, respectively.

Two-digit letter codes indicate which type of user-defined letter to send (01 through nn). These codes must be contained in either the LTR1 or LTR2 record in the CCS utility file (UTIFIL). These codes are entered in the LTR1 or LTR2 records during the letter build procedure.

The LDATE field is entered in one of two forms: mmdd or mmddy for month/day or month/day/year. Do not confuse this with field PDATE which has the same format but indicates the date on which the borrower promises to make payment. Field LAMT is used by the collector to indicate an amount to be printed in the body of the letter. PAMT is the amount that the borrower promises to pay on PDATE.

COM is a variable length field for collector free-form comment (up to 55 characters). NCD is an optional field for entry by the collector for the next contact date. The default condition is the entry by the system of a default next contact date as determined in the activity verification table.

METHODS OF ENTRY

There are two methods to enter the screen function codes: multiple field entry and single field entry. Normally, the collector uses the multiple field entry method to minimize the amount of disk activity and improve response time. The single field entry method normally is used only for training.

Multiple Field Entry

Multiple field entry is the recommended method of entry for activity sequence inputs. This method is designed to minimize the amount of disk activity by enabling the entry of related fields in one line.

Entry of a line of fields in the following format initiates a requested sequence and bypass prompting for additional fields except for those requested (letter) or required (promise-to-pay, letter or comment fields). The omission of a required field causes the system to prompt the collector for entry of that field. The recommended format is:

AC,RS,LR,COM

Default values (parameters omitted) are permitted for result code, letter request code and comment. Default values are blank for result code and comment fields and N for letter request codes. There is no default value for action codes.

Examples of typical entries are as follows:

- Action code, result code, letter request code, and comment all specified:

TH,SS,L,WIFE JUST LOST JOB

- Action code, result code, and comment all specified; no letter requested:

BC,PP,N,JUST GOT FIRST PAYCHECK FROM NEW JOB

- Action code and comment specified; result and letter request codes set to default values:

AR,,,AWAITING REPLY FROM BRANCH

- Action and letter request codes specified; result code and comment set to default value:

LO,,L

- Action code specified; result code, letter request code and comment set to default values:

SR

After the above entries are made, program COLECT verifies the action and result codes using the activity verification table file ACTVERTB. The sequence is rejected and control returns to the next function to be processed for any of the following reasons:

- Invalid action code
- Invalid result code
- Invalid action code/result code combination

After the system determines that all entries are valid, a check takes place. If the result code entered by the collector is BZ (borrower busy), the account is processed as an RL (review later) function and the activity is not logged. All transactions, except BZ or RL, are logged in the transaction file for later processing.

If the result code is equal to NA (no answer), and the NA field in the OLPM record of the CCS utility file (UTIFIL) contains a Y, it will be treated as an RL function and the activity will not be logged. If the NA field contains an N, the activity will be logged and the account will not appear for review later in that session.

If a result code, as entered in a sequence, is PP (promise-to-pay) the system prompts for the entry of date and amount promised to pay. The format of the entry is:

PDATE,PAMT

There are no default values for these fields. Valid entries must be made or the system prompts for them. The date entry (PDATE) must be a valid date in the future. Since this date has an impact on the next contact date, it cannot be more than the customer-defined parameter C in record OLPM of the utility file.

Other checks and prompts made by the system include checking field PAMT for an amount not larger than the current balance of the account being reviewed. The system prompts for the re-entry of both fields if either field is found to be invalid.

The collector verifies that the date and amount is correct after valid entries are made. The collector responds by entering OK or by re-entering new values for both fields.

There is no prompting for the next contact date. The next contact date entered by the system is the PP date (promise-to-pay) plus a delta value defined in the utility file (UTIFIL).

The system prompts for the entry of all letter fields if either of the following conditions are met:

- Letter request code is L
- The action code or result code requires a letter to be sent even though the letter request code is N (no letter required).

The format for the entry of the letter field is

ACODE,LC,LDATE,LAMT

where typical entries for the fields are as follows:

- No value for date and amount fields are given and other fields are specified:

H,10

- Default value for date field, other fields are specified:

B,03,,124 or

B,03,,124.00 (both amount fields are \$124.00)

- No value for amount field, other fields specified:

2,07,0514 or

2,07,051478

- All fields specified:

1,14,042678,98

Any date entered must be a valid date. The collector must verify each field with OK or the entry of a new field. If a comment is required for the action or result code, and none is made by the collector, the system prompts for a comment.

Single Field Entry

The single field entry method is intended to facilitate collector training in the use of the activity sequence. Entry of the function code EA initiates this method of entry during which the system prompts for the activity fields one at a time. The field formats are the same as for multiple field entries.

When using the single field method of entry, a reply of only (CR) to the addressee code prompt indicates that no letter is requested and results in a bypass of prompts for the other letter fields.

CHANGE SCREEN ACTIVITIES

Fields in the following three screens can be changed:

- Borrower change screen
- Cosigner screen
- Supervisor screen

The exact fields that can be changed are user-defined. The person making the change indicates the parameter to be changed by line number and comma followed by the entry of the new contents for the field. If the borrower change screen is being displayed (figure 2-9), and the zip code, item 05, was found to be in error, the entry for correcting that field is.

05,55124 (CR)

where 55124 is the new zip code.

When any field is changed, the related field in the master record is automatically updated, the screen is updated, and a record of the change is saved in the transaction file. In addition, certain fields on the borrower change and supervisor screens have a previous value field. Fields with a previous value are:

- Borrower's address line 1
- Borrower's address line 2
- Borrower's city/state
- Borrower's zip code
- Queue account assigned

If a CS function (cosigner change screen) is entered and no record exists in the cosigner file for that account, the cosigner screen is displayed with the data fields filled with blanks. If the collector enters a change to any of the fields, a record is created in the cosigner file (COSIGNER) for that account number containing the new data the collector has just entered. If no entry is made, no record is created.

AUTOMATIC ACCOUNT REVIEW

The system allows the assignment of each account by priority to determine the order of accounts reviewed by

the collector. These accounts are placed in a file. The collector has access to the file by entering A in response to a system prompt for a selection, while the selection is being displayed (figure 2-3). If the collector has exited from the automatic mode of account review, he enters NA in response to a system request prompt. This returns the collector to the automatic review mode and displays the borrower master screen for the next account in the file. (The system remembers where the collector ended in the file and displays the next account to be reviewed in priority order.) If there are no more accounts to be reviewed in the current queue, the system displays the message END OF DAILY ASSIGNMENTS. If the collector has more than one queue assigned, he can enter NQ in response to a system request prompt. Function NQ moves the collector to start reviewing accounts, based on priority, in the next queue assigned that collector.

DELAYED ACCOUNT REVIEW

An RL function request or BZ result code, (or NA result code, if the NA field in the OLPM record in the UTIFIL contains a Y) on collector activity entry, schedules the current account under review, from the automatic file, for review xx accounts later. The parameter xx is user-defined and is stored in record OLPM under the CCS utility file (UTIFIL). Up to 15 accounts can be deferred in an RL queue. Any account retrieved from the RL queue is displayed regardless of whether the account has been reviewed. Accounts in the RL queue at the end of a daily collection session are treated as not worked.

BUSY ACCOUNTS IN AUTOMATIC QUEUE

Accounts retrieved from the automatic file that are found busy are bypassed and the next scheduled accounts for review are presented to the collector. If the account is busy, another collector (clerk or supervisor) is working the account and should be allowed to do so without interruption. If an account retrieved from the RL queue is busy, it is bypassed for later review.

INTERRUPTED AUTOMATIC

If a collector logs off the system partially through an automatic file and later logs on again, entry into the automatic queue is at the beginning of the queue. However, only the accounts that were not worked that day are displayed.



DAILY CYCLE PROCEDURES

A menu of daily cycle procedure selections is displayed when the system operator enters request code DC at the system console, in response to a system prompt REQUEST=. The associated procedures perform the following:

- File updates
- Report generation
- Generation of daily assignment files

Most procedures are performed concurrently with collection activities; however, some procedures require that files be locked (accessible only to the system operator and the system) to perform sorts and file updates. These procedures are performed at the end of the collection session when all collectors have logged off the system. Procedures of this type include sorting the transaction file and creating the daily assignment file for the next working day.

Table 3-1 shows the recommended daily cycle procedure execution sequence, and table 3-2 shows the relationship between a procedure, the programs in that procedure, and the files accessed by those programs. (See also appendixes F, G, and H.)

Not all procedures on this menu must be executed, provided the following conditions are observed:

- Selections L and M must be run after the collectors have completed their day's work and selections A, B, and C have been executed using the previous day's data.
- Selections A, B, and C can be run only after selection L has been completed.
- Selection B is executed only if letter printing is required.
- Selection D is executed only if there is a complete update tape from the host computer.

TABLE 3-1. DAILY CYCLE (DC) PROCEDURE EXECUTION SEQUENCE

Procedure (Selection)	Running Conditions	Prerequisites
PRFDC004 (D)	When complete update tape(s) available from host	Update tape(s) from host A/R system
PRFDC007 (I)	Prior to PRFDC010 if accounts required to be updated with history information	Successful completion of PRFDC004
PRFRP001 (G)	When detail list report required for accounts that have become inactive	Successful completion of PRFDC004
PRFDC010 (L)	Daily in off-line mode	Collection activities ceased for the working day
PRFDC011 (M)	Daily in off-line mode	Successful completion of PRFDC010
PRFDC001 (A)	When daily collector activity reports required	Any time after PRFDC010 is completed
PRFDC002 (B)	When letters are required	Should immediately follow PRFDC001 (if letters required)
PRFDC003 (C)	To add collector activities to activity file	Successful completion of PRFDC010
PRFDC005 (E)	To process nonfinancial update tape(s)	400 series update tape(s) from host
PRFDC006 (F)	To process financial update tape(s)	500 series update tape(s) from host
PRFRP002 (H)	When supervisor requires delinquent record contents report	Any time after PRFDC010 is completed

TABLE 3-2. DAILY CYCLE PROCEDURE/PROGRAM/FILE RELATIONSHIPS

Procedure (Selection)	Programs Called	Files Used
PRFDC001 (A)	CCSPAS, CHEKID, COLCHG, COLSTS, TIMUSE	COLSTATS, DLYWRK, TRNSFL, UTIFIL
PRFDC002 (B)	CCSPAS, CHEKID, LTRPRT, LTRSTA	COSIGNER, DELQMST, LTRFIL TRNSFL, UTIFIL
PRFDC003 (C)	ACTADD, ACTMTN, CHEKID	ACTFIL, TRNSFL, UTIFIL
PRFDC004 (D)	CCSPAS, CCSSPC, CHEKID, UPDATE	ADDACT, COSIGNER, DELQMST, INACCT, SUMHIST, TAPEARC, UTIFIL
PRFDC005 (E)	CHEKID, UPD400	ADDACT, COSIGNER, DELQMST, UTIFIL
PRFDC006 (F)	CHEKID, UPD500	None
PRFRP001 (G)	CHEKID, DTLLST	ACTFIL, COSIGNER, DELQMST, DUMMY, INACCT, SREQDL, UTIFIL
PRFRP002 (H)	CHEKID, DTLLST	ACTFIL, COSIGNER, DELQMST, DUMMY, INACCT, SREQDL, UTIFIL
PRFDC007 (I)	CHEKID, DHUPDT	ADDACT, DELQMST, SUMHIST, TAPEARC, UTIFIL
PRFDC008 (J)	CHEKID	None
PRFDC009 (K)	CHEKID	None
PRFDC010 (L)	CHEKID, CCSPAS, NMCHNG, PRETSR	ACTIVE, ADDACT, DELQMST, TRANFL, TRNSFL
PRFDC011 (M)	CCSPAS, CHEKID, CCSSPC, DACRTE, DAQUEL	COSIGNER, DAQUE, DELQMST, DLYASSN, DLYWRK, INACCT, SUMHIST, TAPEARC

- Selection G is executed only if selection D has been run and a detailed list report is required for each account that has become inactive.
- If selection D is executed, selection I must be run (if accounts are required to be updated with history information) prior to the execution of selection L for the following day.
- Selection E is executed only if there is a nonfinancial update tape from the host computer.
- Selection F is executed only if there is a financial update tape from the host computer.
- Selections D, E, and F can be executed repeatedly if there is more than one update tape.

- Selection H can be executed at any time, but need be run only when the supervisors have requested detailed list reports during on-line activity.

SELECTION A - DAILY COLLECTOR ACTIVITY REPORTS

The daily collector activity reports summarize the collector's usage of the system. There are three reports.

- Time usage report
- Collector change report
- Collector statistics report

TIME USAGE REPORT

The time usage report (appendix D) is a listing of all collector activities that are input for that working day's collection session. The report is keyed to specific collectors by review start and stop time, and elapsed time. The actual activities performed are listed. The total number of accounts reviewed and the total review time for each collector is also reported.

COLLECTOR CHANGE REPORT

The collector change report (appendix D) lists all changes made by each collector, supervisor, or clerk to nonfinancial account fields of master files DELQMST (delinquent master) and COSIGNER. The report contains the account number field description, the newly entered data, and the data as it appeared before the change was entered.

COLLECTOR STATISTICS REPORT

The collector statistics report (appendix D) is printed in tabular form giving the actual counts of each action and result code that are used by each collector. The system operator is prompted with a message at the system console asking if the daily counts should be zeroed or allowed to accumulate with the next run of that report.

SELECTION B - LETTER PRINTING

Form letters are requested by a collector during the daily review of accounts. The letters can be sent to the following:

- The borrower's home address
- The borrower's business address
- Any of the cosigner's addresses

The body of each letter is user-defined. The input request file (TRNSFL) is updated after each letter is printed to allow program LTRPRT to stop and then restart without duplicating the letters already printed. The operator is prompted for an account number to facilitate this restart capability.

The following error messages may be displayed during the letter print routine:

```
UNABLE TO LOCATE ACCOUNT NUMBER
ERROR ON REOPEN OF TRANSFL
UNABLE TO LOCATE COLLECTOR REQUESTED IN
UTIFIL.
WILL NOT PRINT LETTERS
UNABLE TO LOCATE LETTER NUMBER nn TO BE
SENT TO ACCT #
UNABLE TO LOCATE COSIGNER FOR ACCOUNT
NUMBER
UNABLE TO LOCATE LTRF RECORD
```

SELECTION C - COLLECTOR ACTIVITIES

The collector activities procedure logs all collector activities that are entered on reviewed accounts.

Logged activities are stored in the activity file (ACTFIL). This file consists of blocks of 500 characters each. Each block contains as many activity sequences as can be accommodated. The blocks are linked together by an account number and a suffix. A suffix less than 51 is for current sequences, and a suffix greater than 50 is from the tape archives. The lowest suffix denotes the most recent sequence.

The activities from a day's collection session are added to the file during the processing of this selection, not during the actual on-line session.

SELECTIONS D, E, AND F - UPDATE TAPE PROCESSING

Selections D, E, and F consist of the following three update tape processing procedures.

- Complete update of active accounts (selection D)
- Transaction coded update of nonfinancial information (selection E)
- Transaction coded update of financial information (selection F)

Update tapes are provided on 9-track magnetic tape, each type on a separate tape. The tapes have variable length records with a maximum record length of 1,784 characters. The labeled format is the expected label format with labels bypassed at execution. An option, to be implemented at installation time, is available for the use of unlabeled tapes.

The tapes must be unblocked (one record per block). The data on the tapes can be in either the ASCII or EBCDIC format; the format must be selected at installation time. This is done by modifying a switch setting in a procedure stream (PRFDCCO4). The user area must be unpacked ASCII or EBCDIC as determined above.

COMPLETE UPDATE

The files that are added to, or updated, and the type process performed are described in the matrix shown in table 3-3.

The first three characters of each record on this tape are a transaction code which drives the update process. The recognized codes and meanings are:

- ' ' Add/update/reactivate the account
- '301' Write off the account

TABLE 3-3. UPDATED FILES

File Name	Complete Update - Selection D				Non-Financial Selection E
	Add	Update	Reactivation	Inactivation (Box Code)	40x Code
DELMST	A	U	U	U	U
COSIGNER	A	A (1)	A (1)		U
ADDACT	A	A (2)			A (2)
INACCT				A	
ACCAGE	A		A	U (3)	
RSWFIL				A	

NOTES

- (1) COSIGNER file addition only if no cosigner record present for account
- (2) ADDACT file addition only for name changes
- (3) On inactivations, account record is deleted from ACCAGE file

- '302' Release the account (paid in full)
- '303' Satisfy the account (brought current)

1) Unconditional update of the following financial fields:

The record formats for each of the above codes are contained in appendix H.

*** Code (Blank Code)**

This code indicates the account is to be added to the delinquent account data base; or if the account is already present, it is either updated or reactivated, depending on its status (active or inactive).

Adding the account to the delinquent account data base involves the following operations:

- 1) Adding the account to the DELQMST file.
- 2) Adding the account to the COSIGNER file, if the name field of any cosigner on the tape record is nonblank.
- 3) Adding the account to the ADDACT file. This flags the account for possible update from the SUMHIST and TAPEARC files if the account is present in these files.
- 4) Adding the account to the ACCAGE file. This is the trend analysis report aging file.

Updating the account on the delinquent account data base occurs when the transaction code is blank and the account is currently active on the DELQMST file. The update operation involves the following:

Field Name	Description
MSTDT	Date account last updated by A/R system
MDLDT	Delinquent date
MOPDT	Account open date
MADLQ	Amount delinquent
MCBAL	Current balance
MPYOF	Current payoff/total due
MCPGD	Current payoff good until date
MNPA	Next payoff amount
MOAMT	Open amount/credit limit
MCMN	Number of cosigners
MPTS	Credit/point score
MBBR	Bank branch
MLON	Loan officer
MTCDC	Account type code/ product type

<u>Field Name</u>	<u>Description</u>
MTD3	Number of times 30 days delinquent
MTD6	Number of times 60 days delinquent
MTD9	Number of times 90 days delinquent
MSDF	Special description field
MDYDL	Number of days delinquent

2) Conditional update of nonfinancial fields. One of the following conditions must be met for these fields to be updated:

- Collector has not made a change of account data from borrower's change screen (MUPDT field in DELQMST record).
- Collector has not made a change of account data from borrower's change screen for a user-specified number of days. This parameter is specified on the UPDY record of the utility file. If the value of this parameter is 999, no nonfinancial updates are ever accepted.

The following fields are conditionally updated:

<u>Field Name</u>	<u>Description</u>
MSLCD	Borrower's salutation code
MADRBL	Borrower's address block
MPHN	Borrower's phone
MEXT	Borrower's extension/comment
MBNM	Business name
MBAD	Business address
MBCS	Business city/state
MBZP	Business zip
MBPH	Business phone
MBEX	Business extension/comment
MADL	Additional account numbers
MSOC	Social security number

NOTE

Blank fields on the update tape are ignored; no update occurs. Also, if the borrower's address block (address lines 1 and 2, city/state, and zip) is updated, the previous contents of these fields (if nonblank) are saved in the previous value fields in the DELQMST record.

- 3) Update of borrower's name, if name on tape is different from name on DELQMST file. If a change is made, a record is added to the ADDACT file flagging a name change was made.
- 4) Update of user-defined area of master file (character positions 1057-2000) as controlled by field analyst-written routine (CCSPYT).

Reactivation of an account occurs when the transaction code is blank and the account is already present on the delinquent account data base but is inactive (account status code nonblank). Reactivation involves the same operations as those performed for update transactions, plus the following:

- 1) Clear status code and promise-to-pay fields.
- 2) Update queue assigned and next contact date as if account is being added (queue from tape contents and next contact date set to system date).
- 3) Add account to the ACCAGE file, as done for add transactions.

On update and reactivation transactions, the account can be added to the COSIGNER file providing the cosigner name data on the tape is nonblank and the account is not already present in the file.

'30x' SERIES CODE

These series of codes provide a mechanism to inactivate the account. This removes the account from collection efforts through CCS. The inactivation of an account involves the following operations:

- 1) Update account status code according to transaction code:

<u>STATUS CODE</u>	<u>TRANSACTION CODE</u>	<u>MEANING</u>
W	301	Written-off
R	302	Released
S	303	Satisfied

- 2) Add account to the INACCT file. This flags the account for history processing.
- 3) Delete account from the ACCAGE file. This is the trend analysis report aging file for active accounts.
- 4) Add account to the RSWFIL file. This is the trend analysis report aging file for inactive accounts.
- 5) Only three fields of the DELQMST record are updated:

- Status code - as indicated in 1 above.
- Date account last updated by A/R system (MSTDT) - updated with inactivation date field from tape.
- Current payoff/total due (MPYOF) - updated with amount used to inactivate field from tape.

The complete update processing produces a report detailing each transaction processed (refer to appendix D for sample report). For add, update, and reactivation transactions, a detail line contains the transaction code, account number, borrower's name, delinquent date, amount delinquent, current payoff, and a comment field noting action performed (ADD, UPDATE, or REACTIVATION). An additional comment may appear on updates or reactivations which states NO NONFINANCIALS ACCEPTED. This indicates that conditions stated above for conditional update of nonfinancial fields were not met and, therefore, no changes of the fields were made.

The detail lines for inactivation transactions (30x) contain transaction code, account number, borrower's name, inactivation date (displayed under delinquent date heading), amount used to inactivate (payoff), and a comment field noting action performed (WRITE-OFF, RELEASE or SATISFY). An additional comment may appear which states ACCOUNT NOT IN ACCAGE. This indicates an active account was inactivated and was not present in the trend analysis report active accounts aging file. This abnormal situation requires investigation by the field analyst to verify the integrity of the delinquent account data base.

Additional detail lines are printed for rejected transactions. These lines contain transaction code, account number, and comment field indicating error. The following are the reasons for rejection:

- 1) Invalid transaction code - not ' ', '301', '302', or '303'
- 2) No account for 30x code - account was not on DELQMST file
- 3) Account not active for 30x code - account was on DELQMST file, but was already inactive.

Some options are available for complete update processing and are selected through external CCS switch settings.

The options are:

- 1) EBCDIC/ASCII input selection - switch U1 determines format of input.

Switch Value	Input Format
0	ASCII
1	EBCDIC

- 2) Mag tape input unit selection - selects unit 0 or 1 using switch U3:

Switch Value	Input Unit
0	Mag tape unit 0
1	Mag tape unit 1

- 3) Print output selection - the capability exists to have print output directed to a file for listing at a later time. The file, called UPDPRINT must be defined (sequential, records 132 characters long, and approximately 2070 more records than transactions being input). This feature is enabled using switch U4:

Switch Value	Output To
0	System line printer
1	File UPDPRINT

The output file UPDPRINT can be listed to the system printer using the LIST command under the file manager utility (UTIL). This feature is useful if the system printer is down.

The remaining switches U2, U5, U6, U7, and U8 in this procedure stream (PRFDC004) are always set to zero. The system utility editor can be used to modify the switch in this procedure stream.

For example, if the format of the input tape is EBCDIC and mag tape input is to be on unit 1 and print output is to disk file UPDPRINT, then the switch should be set as follows:

```
SWITCH
10110000
```

This indicates that switches U1, U3, and U4 are on and all other switches are off.

'4xx' SERIES CODES

The '4xx' series codes cause the appropriate nonfinancial field (as determined by the value xx) to be updated. Records are rejected if the account is not present in files DELQMST or COSIGNER. Only the field denoted by value xx is updated. All other fields in the file remain unchanged.

Updated files are shown in table 3-3.

Refer to appendix H for examples of record formats and xx code values.

'5xx' SERIES CODES

The '5xx' series of codes are used to modify financial data on a transaction code basis. These financial updates are primarily used as a daily update of payments and purchases rather than as a complete update of the account.

The format of these records is completely customer-defined and requires a quote for special software (QSS) from Control Data Corporation.

SELECTIONS G AND H - DELINQUENT RECORD CONTENT REPORTS

The delinquent record content report contains all fields that are in files DELQMST, COSIGNER, and ACTFIL (appendix E). The procedure associated with selection G generates the report for all accounts that have gone to inactive status (from a 300 transaction in a complete update process) since the last time this selection was made. As each account is printed, it is flagged so that the next execution does not duplicate the report (appendix D).

The procedure associated with selection H generates the delinquent record content report for all accounts that have been requested by a supervisor. These requests are entered while the supervisor screen is being displayed on the supervisor's terminal.

These procedures may also be selected from the on-demand report menu. Selection G of the daily cycle menu N is the same as selection A of the on-demand report menu, and selection H of the daily cycle menu is the same as selection B of the on-demand report menu.

SELECTION I - UPDATE FROM HISTORY

The daily history procedure is performed after the update procedure (daily cycle, selection D) has been completed. It updates any account that has previously been in the collections system with information that is contained in the summary history file (SUMHIST).

The ADDACT file is read to select newly added accounts. When one is found, the history file (SUMHIST) is checked for the same account. If the account is found, the master record is updated with the following nonfinancial account data from the history record:

- MADR1 - Borrower's address line 1
- MADR2 - Borrower's address line 2
- MCS - Borrower's city and state
- MZP - Borrower's zip code
- MPHN - Borrower's home phone
- MBEX - Borrower's extension
- MACT - Collector activity block
- MP1 - Permanent comment 1
- MP2 - Permanent comment 2
- MP3 - Permanent comment 3
- MUPDT - Date last updated via change screen; contains date moved to SUMHIST

If MADR1, MADR2, MCS, or MZF contain data, the SUMHIST data is moved to the corresponding previous fields.

If the account also exists in the tape archive file (TAPEARC), the delinquent master record (DELMST) is also updated with the date of the latest history tape containing that account. A flag is set in the ADDACT file and the SUMHIST record is deleted.

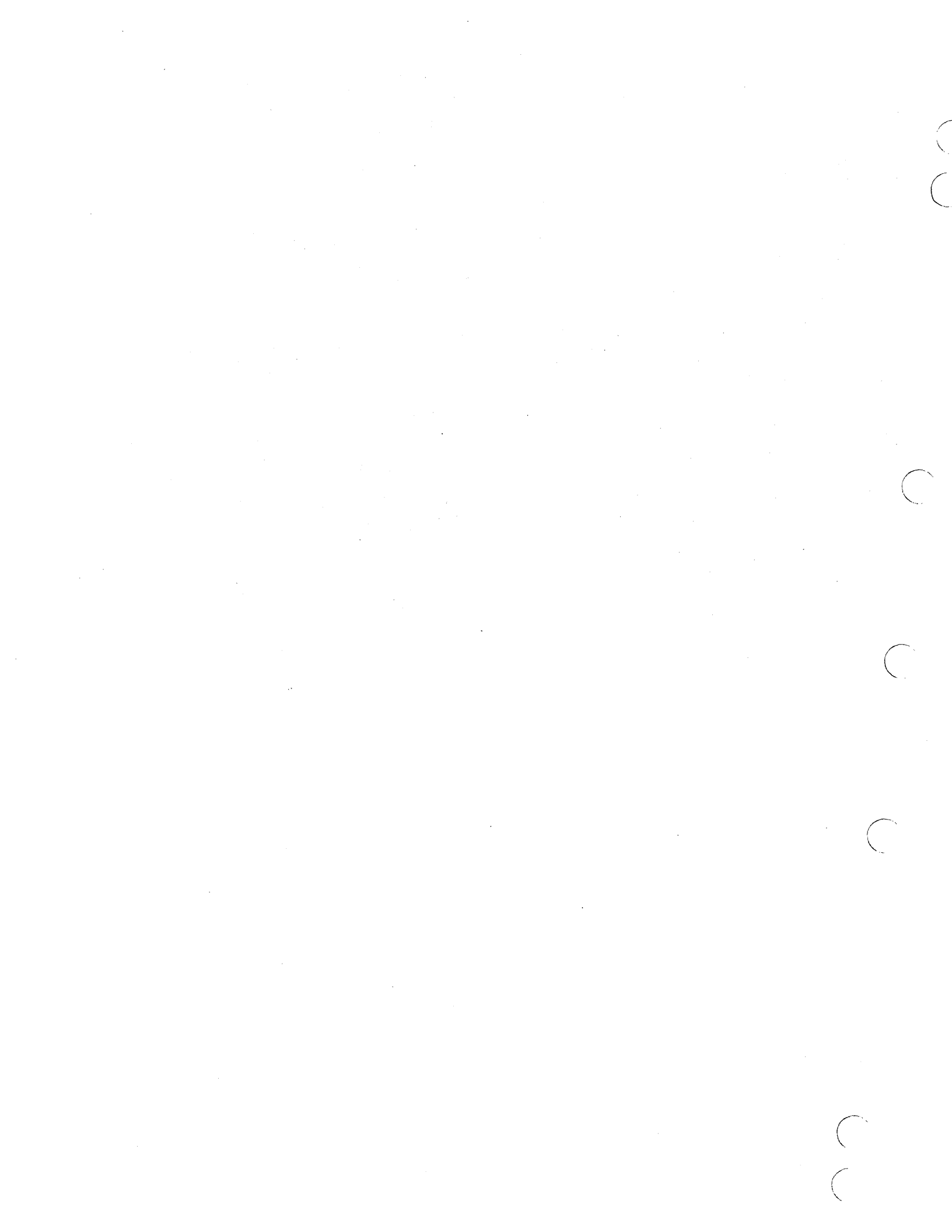
A report is generated showing which accounts were updated from which history file.

SELECTIONS J, K, L, AND M - END OF COLLECTOR USAGE

Selections J and K are used by the system to caution the system operator that selections L and M must not be selected until all collection activity on the system has stopped (collectors, clerks, and supervisors have logged off). The operator verifies that everyone has logged off by requesting the file maintenance menu (request code MT) and entering selection N. This selection lists any on-line activities.

Selection L saves the daily transaction file (TRANFL) for use by daily cycle selections A, B, and C. The file is then cleared for use the next working day. All name changes that have occurred, either from a complete update tape or from collector changes, are then processed to correct the key structure of file DELQMST.

Selection M creates the daily assignment file that controls the collector's automatic review for the next day. This selection reassigns the review priority for all accounts, performs queue reassignments, and checks for promises to pay that have been kept or broken. The promise-to-pay check is performed for accounts that have a promise date equal to or greater than the system date. The daily assignment file is created during this process. The file is sorted into review order after creation.



The file maintenance menu of procedure selections is displayed when the system operator enters request code MT at the system console in response to the system prompt REQUEST=. The associated procedures perform the following:

- File purges
- File updates
- File audits
- Report generation

Most file maintenance procedures are performed at the end of a collection session to avoid conflicts with collector access to files.

Table 4-1 shows the relationship between a procedure, the programs in that procedure, and the files accessed by those programs. Refer also to appendixes F and G.

SELECTIONS A AND B - LETTER FILE MAINTENANCE

The letter file (LTRFIL) contains the format of user-defined letter bodies. A routine allows the letters to be created from the editor file LTRDESC (appendix E). The editor file contains 80-character records that make up the formats and bodies of the letters.

The first entry in LTRDESC for each letter must be

*A, II

where II is the letter number associated with that letter. This number is entered in the LTR1 (or LTR2, if the total exceeds 25) of the utility file UTIFIL. This is also the number that the collector enters during on-line activity to identify the letter to be printed. If a collector enters a number not contained in either the LTR1 or LTR2 record, the system displays an error message and prompts for a correct letter number.

The next entries in the file must be one or more (maximum of nine) format records. These records need not be in order. Each letter body can contain up to nine dates, amounts, or alphanumeric strings. The data for these nine fields is contained in the delinquent master file (DELQMST) in either the standard CCS area or the customer-defined area. The same fields may be printed in more than one line of the letter. Format records describe the line number and position in the line that the data is to be printed, as well as the starting position and length of the fields in the DELQMST.

The specifications for the format statements are as follows:

Faa...aa = ln, cl, ty, mspo, lng

aa...aa 1-40 character comment area. This can be used by the analyst to identify the letter and/or describe unique features of the letter. This area is not used by CCS and may be omitted. If it is not used, the first two characters of the format record must be F=.

NOTE

Fields following the = must not contain embedded blanks. Each field must be separated by a comma and may or may not contain leading zeros.

- ln The line number in the letter to contain the data. This may be a one or two digit number and must not exceed 24 (the maximum number of lines allowed in a letter).
- cl Starting column or position in the line to contain the data. This may be one or two digit number and must not exceed 54 (the maximum length of a letter line).
- ty The type of data contained in the field. The possible types are:
 - A - Alphanumeric - no editing
 - \$ - Nine-digit edited dollar amount
 - D - Date field. If ty = D and mspo = 0, the system date is printed.
- mspo Starting position in DELQMST containing the information to be used. May be one to four digits.
- lng Length of the field.
 - If ty = A, length must not exceed 54
 - If ty = \$, length equals 0
 - If ty = D and length = 1, the date is printed as September 12, 1979

TABLE 4-1. FILE MAINTENANCE PROCEDURE/PROGRAM/FILE RELATIONSHIPS

Procedure	Programs Called	Files Used
PRFMT001 (A)	CHEKID, CCSPAS	LTRDESC
PRFMT002 (B)	CHEKID, LTRBLD	LTRFIL
PRFMT003 (C)	CHEKID, UTFMTN	UTIFIL
PRFMT004 (D)	CHEKID, DECMTN	DAQUE, DECTBL
PRFMT005 (E)	AVMDMP, CHEKID	ACTVERTB, UTIFIL
PRFMT006 (F)	AVMCOM, AVMDMP, CHEKID	ACTVERTB, UTIFIL
PRFMT007 (G)	CCSPAS, CCSSPC, CHEKID	COSIGNER, DELQMST, INACCT, SUMHIST, TAPEARC
PRFHS003 (H)	CHEKID, PHDEL2, CMPSUM	SUMHIST, UTIFIL
PRFHS004 (I)	CHEKID, PHDEL1	TAPEARC, UTIFIL
PRFMT008 (J)	CCSPAS, CHEKID	SCRNDESC
PRFMT009 (K)	BLDSRN, CHEKID	SCRNDESC, SCRNFIL
PRFMT010 (L)	CHEKID, CMPDLQ	ACTFIL, COSIGNER, DELQMST
PRFMT011 (M)	ACTMTN, CHEKID	ACTFIL, UTIFIL
PRFMT012 (N)	CHEKID, USEMTN	ACTIVE
PRFMT013 (O)	CCSPAS, CHEKID, PGLTTB	DUMMY, RPTTBL
PRFMT014 (P)	CHEKID, PGCMPR, PGLTTB, PGUPTB	DUMMY, RPTTBL
PRFMT015 (Q)	CHEKID, PGLIST, PRPURG	RPTPGM, UTIFIL
PRFMT016 (R)	CHEKID, PRTSCN	COSIGNER, DELQMST, SCRNFIL

NOTE

Because of the difference in the number of characters in the month, the maximum number of blanks should be allowed. This will result in blanks following the date in the case of a shorter name month.

If ty = D and length = 2, the date is printed as Sep 12, 1979; this requires 12 spaces

If ty = D and length = 3, the date is printed as 09/12/79; this requires 8 spaces

An alternate specification for the format records is as follows:

Faa...aa = ln, cl, name

aa...aa	1-40 character comment area as described above .
ln	Line number as described above.
cl	Starting column as described above
name	Key to records in the report generator data element table (RRTTBL). The records in RPTTBL contain the type, master record position and length of the fields in DELQMST. Refer to appendix E (file description) for the names of the keys to this record.

If this alternate form is used, the data in RPTTBL is assumed to be correct. All data fields are edited to mm/dd/yy. An example of this F statement is as follows:

F use edit features in RPTTBL for cur bal = 04, 22, MCBAL

If no fields from DELQMST are to be used in the body of the letter, there must be only one format statement in the form of

F=No

followed by the body of the letter.

The body of the letter, as used by these procedures, includes the greeting, text, and closing. The borrower's name and address print starting in position 12, and the salutation, the collector's name and data from the LTRF record of the UTIFIL (refer to UTIFIL description in Section 4) print starting in position 27.

Two options available for the greeting are as follows:

aa...aa@1 (punctuation) ** (carriage control) The data before the @ sign is printed before the addressee name (example: 'Dear') and is followed by the punctuation requested (example: ':'). The full name of the addressee (first name, middle initial if present, and last name) is then printed.

aa...aa@2 (punctuation) ** (carriage control) The data before the @ sign is printed before the title and last name (example: 'Dear') and is followed by the punctuation requested (example: ':'). The salutation code in position 17 of DELQMST identifies which title from the UTIFIL (described in this section) is to be used as the title of the addressee. This title is followed by the last name of the addressee (example: 'Dear Mr. Smith'). If the salutation code in position 17 of DELQMST is 0, the full name of the addressee is used with no title.

aa...aa** (carriage control) If the first line of the text does not contain an @ sign, the line is printed as it appears in the file and it must contain the carriage control feature (see below) at the end of the line (example: 'Dear Customer:**2').

Letter data lines are entered one line at a time with the carriage control associated with that line. The body of the letter follows the formats. A maximum of 24 lines of data can be input, and each data line can contain up to 54 characters. A terminator (***) must be placed at the end of each line of data, followed by the number of lines to be skipped when the letter is printed (maximum four lines, default is one line). For example, if the salutation line were input as

Dear Customer: **2

two lines are skipped after the salutation before the next line is printed. Blanks must be left in the letter line for fields that may be inserted at letter print time. These must correspond to the length in the F statement.

The last data line in the letter must be followed by a letter terminator (END). Another terminator (END) must follow the last letter in the file. The procedure processes blank records if the second terminator is missing.

OPERATION

Selection A prints the letter description file (LTRDESC).

Any changes required (adds, deletes, or updates of letters) are accomplished with the use of the text editor. (Refer to section 7 for information on the use of the text editor.)

After all corrections have been made to the letter description file, selection B must be executed to create the letter file (LTRFIL).

The following error message may be printed during the letter build routines:

EXPECTED 'A.' - FOUND " ".
FOUND AN ILLEGAL BLANK BEHIND PARAM " ".
EXPECTED LETTER NUMBER - FOUND A "COMMA"
DUPLICATE KEY ERROR ON WRITE

EXPECTED "END" FOUND " " .

EXPECTED "=" - FOUND " " .

FIELD DESCRIPTION EXCEEDS LIMIT OF 9.

EXPECTED "F" - FOUND " " .

EXPECTED NUMBER WITH RANGE OF 01-99 FOUND " " .

EXCEEDED PARAMETER LIMIT ON PARAMETER # .

LINE NUMBER IN FIELD DESCRIPTION EXCEEDS 24.

COLUMN NUMBER IN FIELD DESCRIPTION EXCEEDS 54.

ILLEGAL CHARACTER - FOUND " " .

ILLEGAL USE OF PARAM 5. TYPE FIELD DOES NOT = A.

UNABLE TO LOCATE FILE NAME " " IN RPTTBL.

NUMBER OF LETTERS EXCEED 50.

UNABLE TO LOCATE LINE CONTROL OR CONTROL INVALID.

MAX LINE NUMBER FIELD EXCEEDS LETTER SIZE.

COLUMN NUMBER PLUS FIELD LENGTH EXCEEDS 54.

SELECTION C - UTILITY FILE MAINTENANCE

The utility file (UTIFIL) contains all user-defined changeable information such as collector data and report headings. The procedure associated with selection C facilitates updates to UTIFIL with ADD, UPD, and DEL functions input from the system console.

UTIFIL is an indexed file with the first four characters as the key. The key is used by the procedure to add, update, or delete records in the file.

In operation, the procedure prompts the operator for a function to be performed and verifies the validity of the function. Another prompt is made for the key to be processed. For UPD function requests, the file is checked to see if the record already exists. If the record exists, an update operation is performed. If the record does not exist, an add operation is performed. For DEL requests, the specified key must exist.

Keys are checked prior to processing for validity of the function to be performed (for example, no deletions of system required records). The system does not allow any function to be performed on the RPTG, LTR1, LTR2, ACTC or RESC records. A determination is made as to which edit prompt to display. This permits the operator to easily locate columns for data input.

For any key entered that is not part of the standard CCS, edit prompting will be for collector information; however, any data may be entered. If it is an update, the current contents of the record are displayed for operator reference.

SELECTION D - DECISION TABLE MAINTENANCE

This procedure maintains the decision table file (DECTBL). DECTBL is used to determine on-line activities, queue assignments, and priority assignments. The procedure implements the following operations on DECTBL:

- Create - DECTBL may be created or loaded from 80-character records resident on any system logical unit (cards, tape). The file may also be created interactively from the system console.
- Add test - A new test may be added to the file interactively from the system console.
- Delete test - An existing test may be deleted from the file.
- Print table - The contents of the file are printed on the system line printer.
- Dump table - The file can be dumped to any appropriate system logical unit in a format compatible with the CREATE function above.
- Display test - Any existing test can be displayed on the system console.

This procedure provides extensive dialogue between the operator and the system. The prompting provided by the procedure leads the operator to a successful completion of his requested function.

All error messages are displayed on the system console. The error messages and appropriate action to be taken are as follows:

- DECISION TABLE LACKS INTEGRITY
DECTBL does not conform to the expected format. DECTBL must be rebuilt with the CREATE function.
- DECISION TABLE OVERFLOW, TEST MAY NOT BE ADDED
DECTBL is not large enough for the number or complexity of tests.
- BAD SYNTAX OR SYNTAX ERROR, RE-ENTER
The operator input string is the wrong length, or a comma is in the wrong position. If a field is required, and it is not the last field in a line, it must be of the prescribed length (leading zeros or trailing spaces as required).
- PB .LE. PA
The operator has entered a parameter involving ranges (.WE.,.OS.) and the first value, PA, is not less than the second value, PB.

SELECTIONS E AND F - ACTIVITY VERIFICATION TABLE MAINTENANCE

The activity verification table (ACTVERTB) contains information regarding valid action codes, result codes, and action code/result code pairs. These codes are used by collectors to log pertinent activities on accounts. Associated with ACTVERTB is an editor file (AVMDESC) which is used for line-by-line editing of text.

The first two characters of input records for ACTVERTB indicate what type of record it is:

AC Action code record
RS Result code record

For any other entry for the first two characters, the record is treated as a comment record. (See tables 4-2 and 4-3 for action and result code formats.)

The procedure associated with selection E prints the activity verification table in a matrix format. The procedure associated with selection F creates and prints ACTVERTB. The selection F procedure uses file AVMDESC for input. The input records contain information regarding the action and result codes used in the system.

The procedure makes two passes through AVMDESC. The first pass processes all records for result codes; the second pass processes all records for action codes. As each record is processed, it is listed on the system line printer along with any diagnostics for the record. Errors that generate diagnostic messages are as follows:

- THE CODE TO BE ADDED WILL CAUSE TABLE OVERFLOW

A maximum of 32 result codes and 32 action codes are permitted. The system will ignore the action/result code record.

- THE ACTION/RESULT CODE DUPLICATES A PREVIOUSLY PROCESSED ACTION/RESULT CODE

The system ignores duplicate entries.

- THE DEFAULT NEXT CONTACT DATE IN DAYS IS UNINTELLIGIBLE OR EXCEEDS THE MAXIMUM. IT MUST BE IN THE RANGE OF 0 TO 63 DAYS

The system sets the next contact date in the record to zero (default condition) and continues processing.

TABLE 4-2. ACTION CODE RECORD FORMATS

Start Column	Number Of Characters	Description
1	2	'AC' identifier
3	2	Two-character action code
5	1	Either L or C for letter or comment required with this action code.
6	1	Either L or C for letter or command required with this action code.
7	2	Default (number of days) next contact date for this action code (00 to 63 days).
9	64 (maximum)	List of two-character result codes valid for this action code. The result codes are not separated by commas or blanks. Up to 32 result codes can be specified. If less than 32 result codes are entered, the list should be terminated with ** (double asterisk).

TABLE 4-3. RESULT CODE RECORD FORMAT

Start Column	Number Of Characters	Description
1	2	'RS' identifier
3	2	Two-character result code
5	1	Either L or C for letter code or comment required for this result code.
6	1	Either L or C for letter code or comment required for this result code.
7	2	Default (number of days) next contact date for this result code (00 to 63 days).

- ACTION CODE TO BE ADDED IS A CCS 3.0 SCREEN FUNCTION. ACTION CODES CANNOT BE ONE OF THESE FUNCTIONS

The system ignores the action code record. The reserved list of screen function code is:

NA	DS	DF
DA	DC	CS
P1	P2	P3
RL	NQ	OA
SS	DL	AA
EA	UH	(blanks)

- FOR ACTION CODE RECORDS, THE LIST OF VALID RESULT CODES CONTAINS A RESULT CODE NOT DESCRIBED IN A RESULT CODE RECORD

The system ignores invalid result codes in the valid result code list.

Selection F is also responsible for updating utility file (UTIFIL) records RESC and ACTC. These records contain the result and action codes used in the system.

SELECTION G - FILE SPACE AUDIT

This procedure checks the number of records versus the maximum number of records for CCS files. The files are as follows:

DELQMST	COSIGNER
SUMHIST	TAPEARC
INACCT	ACCAGE
ACTFIL	

As a result of the check, an audit report is printed which gives the number of records currently in the file, the maximum number of records that can be in that file, and the percentage of space left in that file. When the percentage is less than 15 percent, a warning is printed indicating that a file compression is needed soon (or history procedures must be run). When the percentage is less than 5 percent, the message that a compression must be done is shown on the system console and printer. History procedures are also required if they have not been performed since the last compression.

SELECTIONS H, I, and L - HISTORY FILE MAINTENANCE

The selection H (purge summarization file SUMHIST) procedure sequentially reads file SUMHIST and deletes any account that is older than xx months. The value of xx is a user-defined parameter; however, six months is recommended. The procedure is performed on all accounts meeting the age criteria and identified by status codes R (released), S (satisfied), W (written off), as established by record SMTH in the UTIFIL file. A report is also generated with details on each account being deleted.

The selection I (purge tape archive file TAPEARC) procedure reads file TAPEARC and deletes any account that has been on file more than xx months. The value of xx is a user-defined parameter; however, 18 months is

recommended. The value for xx is stored in record TMTH in the UTIFIL file. A report is generated with information on all accounts being deleted.

The selection L (file compression) procedure performs a file compression on the active account files, which are as follows:

- DELQMST
- COSIGNER
- ACTFIL

The compression removes the accounts that have been moved to history, freeing the file space for future use.

These procedures may also be selected from the history menu. Selection H of the maintenance menu is the same as selection C of the history menu. Selection I of the maintenance menu is the same as selection D of the history menu. Selection L of the maintenance menu is the same as selection E of the history menu.

SELECTIONS J AND K - SCREEN FILE MAINTENANCE

These procedures permit a user to format collector screens used in on-line activities. The screens are numbered according to the following screen number assignments:

- | | |
|----------|--|
| 10 to 19 | Borrower's master screen (up to 10 account groups) |
| 20 to 29 | Financial data screen (up to 10 account groups) |
| 31 | Selection screen |
| 33 | Borrower change screen |
| 35 | Supervisor screen |
| 40 to 89 | Message screens (supplied in standard release) |
| 02 | Collector activity screen |
| 94 | Cosigner screen (data from cosigner file) |
| 04 | Cosigner screen (data from delinquent master file) |

The selection and message screens must not be modified.

Screens 10-19 are reserved for borrower's master screens. Screens 20-29 are reserved for financial history screens. The second digit of these screen numbers is determined by the account type (the first character of the account number in the delinquent master file [DELQMST]). A user may have up to 10 different account types (0-9) and there must be a borrower's master screen and a financial history screen for each different type in the system.

The screen description file (SCRNDESC), provided at installation, contains screen number 10 (borrower's master) and screen number 20 (financial history). These numbers must be changed by the field analyst if an account type other than zero is to be used.

NOTE

The total number of characters displayed on each screen cannot exceed 1800.

The contents of edit, file SCRNDDESC is used to create permanent file (SCRNFILE). SCRNDDESC contains 80-character records, each record containing information about a particular field on a screen. A report is generated, listing the data processed to create each screen.

The format for SCRNDDESC input records is as follows:

	<u>Columns</u>	<u>Description</u>
First Record	1 to 2	Screen number
	3 to 80	Comments
Next n Records	1 to 2	Item line number (01 through 24)
	3 to 4	Item column number (01 through 80)
	5 to 6	Length of field in bytes
	7 to 10	Starting position in file (if applicable)
	11	Editing field type (see below)
	12 to 80	Constant screen field
	41 to 80	Comment if not constant field
Last Record	1 to 3	Constant 'END'
	4 to 80	Comments

Editing field types used are as follows:

- 0 Constant screen field
- 1 Date in form mm/dd/yy
- 2 Alphanumeric in file
- 3 Nine-digit dollar amount in the form 9999999.99
- 4 Ten-digit phone number in the form 999/999-9999
- 5 Restricted usage to report collection activity
- 6 Social security number in the form 999-99-9999
- 7 Time of day in 24-hour time, hhmm
- 8 Constant screen field labeling, change screen item
- 9 Most recent collection activity

Field types 0 and 8 are constant fields output on the screen, constants such as those labelling a date, permanent

comment, or amount field. Type 8 fields have a very special interpretation and are used only on a change screen (borrower's, supervisor's, or cosigner's). A type 8 field assigns a number (first two characters of field) to flag the field immediately following as a change item. It is referenced through the change screen change function by this number.

Field type 5 is restricted to the collection activity display screen and flags the start line for preformatted activity display. The start line can be any line from 1 to 21, with as many activities as possible displayed per screen.

Field type 9 can appear on any account display screen and forms the next line to display in a pre-formatted line, or the last activity recorded for the account.

The procedure associated with selection J prints screen (SCRNDDESC). The operator enters the editor mode to make required changes.

The procedure associated with selection K creates the screen file (SCRNFILE) from the edit file (SCRNDDESC).

SELECTION M - ACTIVITY FILE REPORT

This selection prints a report reflecting the distribution of activities in the activity file (ACTFIL).

SELECTION N - ACTIVE USER FILE MAINTENANCE/REPORT

The active user file (ACTIVE) contains a record of all collectors currently engaged in on-line activities. This procedure allows users to be deleted from file ACTIVE in the event of a screen failure or an abnormal termination of program COLECT. (COLECT is the program that drives on-line activities.) This procedure also generates a report listing all active users by:

- Collector ID
- Port number
- Log-on time

The procedure performs these functions by sequentially reading file ACTIVE and formatting the data of each record displayed on the operator console and printed on the system line printer. When the file has been read completely, the operator is prompted to enter the IDs of those collectors to be deleted. The procedure deletes those collectors from the ACTIVE file.

SELECTIONS O, P, AND Q - REPORT GENERATOR FILE MAINTENANCE

These procedures permit the report generator data element table (RPTTBL) and saved program directory to be maintained. The data element table can be printed (selection O) or updated from the console with system

prompting (selection P). The saved program directory is maintained via operator prompting at the system console with the selection Q procedure.

Selections O and P provide the ability to add, delete, or change records in RPTTBL. A report is printed listing the changes made, records added, and records deleted.

CAUTION

The first six characters of the RPTTBL file are the key. This key must have M as its first character. This is used in the letter build routines.

The procedure associated with selection Q permits programs that are saved to be removed from the report directory and the report generator (RG request code) menu. This permits the report numbers to be available for use by a new report program.

The operator is prompted for the report number to be deleted. After entry of a valid number, the report title is displayed for operator verification. If the operator verifies the report number, the report is removed from the report directory and the report generator menu. Prompting is continued for any other report numbers to be deleted.

SELECTION R - PRINT SCREEN UTILITY

This procedure provides the collector with the ability to have any screen in the system printed on the system line printer. The operator is prompted for the screen number to be printed. Refer to appendix K for a list of the numbers of screens used in CCS 3.0. The program prompts the operator for single or double spacing. If the operator enters an account number in response to the program prompt, data from that account in the delinquent master file is printed. If no account number is entered, the position in the delinquent master file (DELQMST) containing that data is printed.

The on-demand report procedure menu (appendix G) is displayed when the operator enters RP to the system prompt REQUEST =. The associated procedures permit the following reports to be printed or generate additional reports.

- Delinquent record contents
- Trend analysis
- Write-off
- Daily assignment list
- Summary account list
- Collector statistics
- File audit
- Report generation (ability to generate additional reports)
- Queue loading report

On-demand report procedures can be performed at any time of day. A supervisor activity permits the supervisor to request the printing of the delinquent record contents report.

Table 5-1 describes the report and table 5-2 describes the relationship between a procedure, the programs in that procedure, and the files accessed by those programs.

SELECTIONS A AND B - DELINQUENT RECORD CONTENT REPORT

The delinquent record content report contains all fields found in files DELQMST, COSIGNER, and ACTFIL. The format of this report may be modified by the field analyst to include those fields contained in the user-defined areas of the delinquent master file (DELQMST), if the customer utilizes this area. The procedure associated with selection A generates the report for all accounts that have gone to inactive status (from a 300 transaction in a complete update process) since the last time this selection was made. As each account is printed, it is flagged so the next execution does not duplicate the report (appendix D).

The procedure associated with selection B generates the delinquent record content report for all accounts that have been requested by a supervisor. These requests are entered by the supervisor from the supervisor's screen.

SELECTIONS C, D, AND E - TREND ANALYSIS REPORT

This report shows movement of accounts, both number of accounts and dollar amounts, between aging periods. Aging periods are ranges of days delinquent. The report is generated by the following:

- Queue within account group (selection D)
- Product type within account group (selection E)

At the end of the printing of the trend analysis report, the operator is prompted for updating of the previous data (last run data) for the next run of the trend analysis report (selection C). If the operator selects to update previous fields when selection C is executed, the current fields will be moved to the previous or last run fields during execution of selection C. This creates a trend report reflecting one period to the next. If the operator selects to not update the previous fields, the previous fields remain the same as they were the last time the trend report (selection C) was executed. The ability to control the updating of previous fields allows the user to create trend analysis reports reflecting a specific period of time (for example, monthly or quarterly).

When an account is added to the system, a record is created in the ACCAGE file. When an account becomes inactive, the ACCAGE record is deleted and a record containing that data is created in RSWFIL.

The procedure associated with selection C calculates the current age (days delinquent) for all active accounts and marks all inactive accounts for reporting. This procedure must be executed prior to selections D and/or E. The operator is prompted to enter a date that is used for calculating the age of each account.

The date entered by the operator is saved in the trend analysis file (ACCAGE). This allows the file to be saved and then reloaded to generate other reports.

After the selection C procedure has been executed, the report by queue (selection D) and/or the report by product type (selection E) is run. Both reports are one page in length for each account group. The dollar amount used in the basic system is the amount past due. An option is available to use the current payoff as the dollar amount. Another option exists to ignore the account group for reporting. These options are controlled by switch settings in selection D and E. The available switch settings are shown in table 5-3.

TABLE 5-1. CCS REPORT DESCRIPTIONS

Menu	Request	Selection	Report	Main Program	Procedure		
Daily Cycle	DC	A	Daily collector update	COLCHG	PRFDC001		
		A	Time usage	TIMUSE	PRFDC001		
		A	Daily collector statistics	COLSTS	PRFDC001		
		C	Activity file block distribution summary	ACTMTN	PRFDC003		
		D	File space audit	CCSSPC	PRFDC004		
		M	File space audit	CCSSPC	PRFDC011		
		G	Delinquent record content (inactive accounts)	DTLLST	PRFRP001		
		H	Delinquent record content (supervisor request)	DTLLST	PRFRP002		
On-demand Report	RP	A	Delinquent record content (inactive accounts)	DTLLST	PRFRP001		
		B	Delinquent record content (supervisor request)	DTLLST	PRFRP002		
		D	Trend analysis (by queue)	TRENDP	PRFRP004		
		E	Trend analysis (by product)	TRENDP	PRFRP005		
		F	Eligible/actual write-off	WRTOFP	PRFRP006		
		G	Daily assignment list	DALIST	PRFRP007		
		H	Summary account list	SUMACL	PRFRP008		
		I	Weekly collector statistics	COLSTS	PRFRP009		
		J	Monthly collector statistics	COLSTS	PRFRP010		
		M	Queue loading	QLOAD	PRFRP011		
		File Maintenance	MT	E	Activity verification matrix	AVMDMP	PRFMT005
				F	Activity verification matrix	AVMDMP	PRFMT006
G	File space audit			CCSSPC	PRFMT007		
M	Activity file maintenance			ACTMTN	PRFMT011		

TABLE 5-2. ON-DEMAND REPORT PROCEDURE/PROGRAM/FILE RELATIONSHIPS

Procedure	Programs Called	Files Used
PRFRP001 (A)	CHEKID, DTLLST	ACTFIL, COSIGNER, DELQMST, DUMMY, INACCT, SREDQL, UTIFIL
PRFRP002 (B)	CHEKID, DTLLST	ACTFIL, COSIGNER, DELQMST, DUMMY, INACCT, SREDQL, UTIFIL
PRFRP003 (C)	CHEKID, TRENDF, TRENDU	ACCAGE, DELQMST, RSWFIL
PRFRP004 (D)	CHEKID, TRENDP	ACCAGE, AGEWRK, UTIFIL
PRFRP005 (E)	CHEKID, TRENDP	ACCAGE, AGEWRK, UTIFIL
PRFRP006 (F)	CHEKID, WRTOFE, WRTOFP	DELQMST, UTIFIL, WOEF
PRFRP007 (G)	CHEKID, DALIST	DELQMST, DLYASSN, DUMMY, UTIFIL
PRFRP008 (H)	CHEKID, SUMACL	DELQMST, UTIFIL
PRFRP009 (I)	CCSPAS, CHEKID, COLSTS	COLSTATS, UTIFIL
PRFRP010 (J)	CCSPAS, CHEKID, COLSTS	COLSTATS, UTIFIL
PRFCNTRL (K)	CCSPAS, CHEKID, PGCNT1, PGGEN	PGEXTR, PRCWRK, RPTPGM, RPTTBL, RPTWKE, RPTWKP, UTIFIL
PRFRP001 (M)	CHEKID, QLOAD	DLYASSN, UTIFIL

TABLE 5-3. SELECTIONS D AND E SWITCH SETTINGS

Switch	Position	Function
U1	ON	Report is by queue (selection D).
U1	OFF	Report is by product type (selection E).
U2	ON	Current payoff is summed.
U2	OFF	Amount past due is summed (standard).
U3	ON	Group breaks are ignored.
U3	OFF	Group breaks are used (standard).

SELECTION F - WRITE-OFF REPORT

This report is a list of all accounts that are one of the following:

- Eligible for write-off
- Written off, actual (status code W)

The lists are mutually exclusive and are requested by the system operator at the system console. The operator is led through the procedure with system prompts.

This procedure prompts the operator for the desired list (actual or eligible). The operator is also prompted for the information necessary to generate the report. If the eligible write-off report list is selected, the operator is prompted to enter the date used to calculate the delinquency days of an account and the number of days an account must be delinquent to be included in the report.

If the actual write-off report list is selected, the operator is prompted to enter a date. The printed report list contains all accounts that have been written off since that date. Next, the operator is prompted to determine if the report list(s) are to be printed by the following:

- Account type within the queue
- Queue within account type
- Straight list of accounts

The operator is prompted if subtotals (provided when type or queue changes) are desired or a straight list of accounts is selected. Subtotals are not provided for the other two types of the report. After prompting is complete, all accounts that fulfill the input parameters are extracted and the report list is generated.

SELECTION G - DAILY ASSIGNMENT LIST

The procedure associated with this selection prints a report that contains a summary of the accounts within each queue. This report is used as a backup against a catastrophic system failure.

This procedure prompts the operator for the number of accounts to print for each queue. A carriage return response from the operator causes the procedure to use a default value for the number of accounts to be printed. Utility file (UTIFIL) record DALT contains the user-specified default value. DALT also allows for up to eight specified queues to use a different default value for printing accounts.

If the operator enters 000 in response to the same prompt, a summary report of each queue, with the number of accounts that are currently assigned to that queue, is printed.

SELECTION H - SUMMARY ACCOUNTS LIST

The procedure associated with this selection prints a report that gives a one-line summary for each active account in the system. The report is printed in ascending account number order. The total number of accounts, total delinquent amount, and total current payoff amount are printed at the end of the report.

SELECTIONS I AND J - COLLECTOR STATISTICS REPORT

This is a tabular report giving the count of each action and result code used by each collector.

The daily report is generated when the operator enters the DC (daily cycle) request code, then selection A. The weekly and monthly reports are generated when the operator enters the RP request code, and selections I and J respectively.

Counts are kept for these three distinct reporting periods. The actual reporting period is determined by the interval time between the zeroing of the counts. For example, not zeroing the counts when executing the report at the end of a week and executing the report at the end of the next week will result in a biweekly report. Recommended periods are daily, weekly or monthly.

After the desired report has been printed, the operator is prompted as to whether the counts should be cleared. The daily counts are cleared for the daily report; for the weekly report, the weekly counts are cleared. All counts are cleared for the monthly report.

Collector IDs and action/result codes can be added between report generation without affecting report integrity. All previous data still exists and any data associated with the new codes is added the next time the report is generated.

SELECTIONS K AND L - REPORT GENERATOR

The report generator provides a user with the ability to generate general reports based on data in file DELQMST (delinquent master file).

FEATURES

Any data element in the delinquent master file, excluding the activity string block, may be printed in a report if it is defined in the data element table. The data element table is created and maintained by PGUPTB, the table maintenance update program. The maintenance is through the card reader or the system console.

The data element table may be listed at the time of report program generation. The data element names (limited to six characters) are used by the operator for all data selection (including sort fields and level breaks) and as subheadings on the generated report.

Other information within the data element table is used by the report generator for editing and determining which data elements are totaled for level breaks.

NOTE

A given data element is edited/totaled the same on all reports, unless the data element table is changed.

A SAVE option exists, allowing the generated report programs to be installed for future use. A maximum of 19 programs can be saved at one time. If this number is exceeded, the directory file of the generated programs must be purged (PGPURG) before any others can be installed. A list of this file, containing the date created and report title, can be obtained through PGLIST.

All saved reports are executed from the report generator report directory menu. The menu is displayed by entering RG to the system prompt.

Any previously selected data element (a maximum of 10) may be used as a sort field for the generated report. A sort is included within the procedure stream generated for the report program if this capability is used.

Final totals and a record count are automatically given on each generated report. Totals are given for each data element defined as a TOTAL in the data element table.

NOTE

A total field must not be used as the first field printed on a report.

Up to three previously selected data elements can be selected as level breaks. A level break causes totals, both amount and record count, to be printed for the current level and all secondary levels. It also initiates a page break. A level break occurs when a data element changes value from one record to the next. These data elements must be the sort fields. If more than one data element is selected, a level break on the first element causes totals for all and a top of form. A level break on the second or third element only causes totals to be printed.

The report generator provides the option of extracting for the report all of the records in the master file, or of extracting only specified records defined by a set (or sets) of conditions entered by the operator. When using the record selection option, a maximum of 10 selections/conditions is allowed.

Seven possible types of selections are available and can be used in any of the following combinations:

- Equal
- Not equal
- Less than
- Greater than
- Less than or equal to
- Greater than or equal to
- A range

Each type of selection, excluding the range option, can be made using two data elements or a data element and a constant value. The range option requires two constant values.

The data element/value being used is restricted by the data element table. The data element/value must be alike in type, both numeric or alphanumeric. There is an additional restriction for values: the maximum length is 13 characters.

If the data element/value fields are of different lengths, the value is right justified, zero filled for numeric; and left justified, blank filled for alphanumeric.

When more than one selection is made, the operator is given the choice of selecting the record if:

- All conditions are met (criteria and)
- One condition is met (criteria or)

The operator is not given the option of choosing several conditions.

One line per record is printed. Therefore, there is a restriction on the number of data elements that can appear on a report. This number varies depending on the lengths of the data elements. The maximum number can never exceed 16, although it can be less. Calculation is based upon the length, edit code, and spacing between data fields. The program informs the operator if too many elements are selected for printing.

The report title is limited to a maximum of 30 characters and input by the operator. This title is also used as the report description in the directory of saved programs.

OPERATION

The report generator is obtained via selection K, which creates the requested report, and selection L is used to execute the requested report.

Selection K prompts the operator for all data elements and sort fields that are desired for the report. From these prompts, two RPG II programs are generated (an extract and a print program). These programs are installed in the system. If the report is to be saved, the entry on the RG menu is updated with the report title and system date.

After all files are updated and the programs are installed, the operator is prompted to execute selection L to generate the requested report, or, if saved, the report can be executed from the RG menu.

SELECTION M - QUEUE LOADING REPORT

This report prints the distribution of accounts in the queues by next contact age.

The queue loading report computes the next contact date age for each account in each queue by subtracting the next contact date from the date entered or the system date determined by an operator prompt.

The distribution of the next contact date age for accounts in each queue is printed in the following loading categories: less than 0 days, 0 days, 1 day, 2 days, 3 days and greater than 3 days.

The maximum number of accounts that can be in one loading category is 32,768. The counts appear as negatives if the number exceeds this limit.



The history procedure menu (appendix G) is displayed when the operator enters request code HS to the system prompt REQUEST =. Procedures on the menu perform the following:

- Movement of inactive accounts to the history file
- Updates of active accounts from the tape archives
- File purges
- File compression

The two purge file procedures are identical to those that can be invoked with file maintenance selections H and I. In addition to the above mentioned operations, a daily update of accounts from history may be performed from the daily cycle menu.

Table 6-1 shows the relationship between a procedure, the programs in that procedure, and the files accessed by those programs.

NOTE

It is not recommended that these history procedures be executed while collectors are on-line.

Before describing the procedures, an introduction to files SUMHIST and TAPEARC (summary account history and tape archives) is given.

SUMMARY ACCOUNT HISTORY

File SUMHIST contains summary information on accounts that are inactive, in the form of names, addresses, some

financial fields, master record activity block, and permanent comments. This information is used to update an account if it returns to active status (once more becomes delinquent). The records in this file can be purged periodically by the execution of selection C.

TAPE ARCHIVE HISTORY

When an account is moved to history, a complete dump of all files for that account is placed on tape, and a record of the account number, date moved, and the tape label is saved in file TAPEARC.

The information retained in TAPEARC is placed in file DELQMST if the account returns to active status.

SELECTION A - MOVEMENT TO HISTORY

The movement of accounts to history is performed at the user's discretion. The procedure associated with selection A moves accounts that are no longer active to files SUMHIST and TAPEARC.

The movement of accounts is triggered by records in file INACCT and occurs after the account has been inactive xx days. The value of xx is a user-defined parameter, and is specified for each of the three status codes, S (satisfied), R (released), and W (written-off), within record RSW1 in the UTIFIL file.

The INACCT file is sequentially read, checking for any account that has been in the file for greater than the number of days defined for the status code of the particular account. If the test is true and the account is still inactive, the summary information is added to the SUMHIST file, all account data is written to a history tape, a record is added or updated in the TAPEARC file with the system date, and the account is deleted from the active files, DELQMST, COSIGNER, and ACTFIL.

TABLE 6-1. HISTORY PROCEDURE/PROGRAM/FILE RELATIONSHIPS

Procedure	Programs Called	Files Used
PRFHS001 (A)	CHEKID, MHUPDT	ACTFIL, COSIGNER, DELQMST, INACCT, SUMHIST, TAPEARC, UTIFIL, INTEMP
PRFHS002 (B)	CHEKID, CHUPD1, CHUPD2	ACTFIL, COSIGNER, DELQMST, TAPEARC, UPHSTCM, UPREQ, UTIFIL
PRFHS003 (C)	CHEKID, PHDEL2	SUMHIST, UTIFIL
PRFHS004 (D)	CHEKID, PHDEL1	TAPEARC, UTIFIL
PRFMT010 (E)	CHEKID, CMPDLQ	DELQMST, COSIGNER, ACTFIL

If the account data that is written to tape exceeds one reel, the operator is prompted to mount another tape and continue.

After the procedure is complete, a file compression (selection E) should be performed to release the space previously occupied by the inactive accounts.

SELECTION B - UPDATE FROM TAPE HISTORY

A complete update process occurs whenever a supervisor requests an active account be updated from the history tape files. The process locates the appropriate tapes, locates the account, and adds/updates all active files with the information from the tapes.

In operation, the procedure sequentially reads file UPHSTCM, and creates another file with all the tape labels that are required for the update process. This file, UPREQ, is sorted by label, then by account number.

Next, the operator is prompted to mount a specified tape. The procedure verifies the correct tape, locates the desired account(s), and the activity file is updated with the activity blocks contained on the history tape. Any other accounts that require updating from the tape are located and processed. When all accounts on a specific tape have been processed, the remaining tapes (if any) are processed, as determined by the contents of file UPREQ. If a tape cannot be found or successfully processed, the procedure either starts processing the next tape or terminates the process, depending on operator input to system prompts.

SELECTIONS C, D, AND E - HISTORY FILE MAINTENANCE

When files SUMHIST or TAPEARC are full, the operator enters selection C (purge SUMHIST) or D (purge TAPEARC) at the system console. These procedures purge the oldest accounts from their respective files. The

operator then initiates a file compression procedure by entering selection E at the system console.

SELECTION C - PURGE SUMHIST

This procedure sequentially reads file SUMHIST and deletes any account that is older than xx months. The value of xx is a user-defined parameter; however, six months is recommended. The procedure is performed on all accounts that meet the age criteria and are identified by status codes R (released), S (satisfied), or W (written-off), as established by record SMTH in the UTIFIL file. A report is also generated with details on each account being deleted.

This selection should be executed as indicated from information contained in the file space report.

SELECTION D - PURGE TAPEARC

This procedure reads the tape archive file (TAPEARC) and deletes any account that has been on file more than xx months. The value of xx is a user-defined parameter; however, 18 months is recommended. The value for xx is stored in record TMTH in the utility file (UTIFIL). A report is generated with information on all accounts being deleted.

SELECTION E - FILE COMPRESSION

The procedure associated with selection E performs a file compression on the active account files, which are as follows:

- DELQMST
- COSIGNER
- ACTFIL

The compression removes the accounts that have been moved to history, freeing the file space for future use.

To perform a task, the operator (at the system console) selects one of the following system application modules:

UT	System utilities
ED	Text editor used to edit 80-character sequences or direct files.
DC	Daily cycle, on-line reporting, and preparation
HS	History system procedures
MT	System file maintenance routines
RP	On-demand reporting
RG	Report generator, report directory
EX	Exit

A primary characteristic of the application module technique is that the operator works interactively with programs using simple, easy-to-understand commands and data displays. Little training is required to become proficient in using the system.

After the operator selects the application module to be run, CCS displays a menu of the tasks that the module can perform. The operator selects a task, and CCS begins an interactive dialogue with the operator during execution of the task. Each task consists of a sequence of operations and programs, known as procedures.

CCS informs the operator as each portion of the procedure begins execution. The system requests the operator to enter data or further instructions by means of messages displayed on the terminal screen. The reports generated on the line printer are formatted to simulate the type of business forms used to maintain records and may be output on preprinted forms. Some of the reports generated are also delivered to the terminal screen.

When a task is complete, the operator is notified. The system then requests the operator to enter the name of the next task.

CCS includes a file management system for storing and manipulating data. Files may be either sequential or indexed. If indexed, a file may be accessed by one of four keywords, allowing the user a variety of ways to retrieve stored data.

FEATURES

- The file manager utility (UTIL) allows the terminal user interactive file management by:
 - Aiding the user while he executes UTIL: listing names of all UTIL commands, listing parameters for a UTIL command, changing I/O devices, listing all the files stored on volumes currently on-line.

- Bringing volumes on-line and taking them off-line: renaming, deleting, or purging files, and compressing or clearing records in files.
- Altering file contents on storage media: loading files from another medium (for instance, from magnetic tape, where they have been previously saved), or dumping files to another medium.
- A second CCS utility, text editor (EDITOR), provides line-by-line (record) editing for certain files. These must be sequential or direct files with 80-character records, and must contain ASCII text or be direct. A direct file is a sequential file that initially has all of its records filled with blanks. EDITOR is used only in interactive mode.
- The sort utility (DSORT) rearranges records from one or several files into a specified order. Records can be sorted by one or more keys. It is possible to specify the order of sorting, and, therefore, the primary sorting criterion, the secondary sorting criterion, and so forth. The sort utility is not used in interactive mode.
- I/O completion processing prepares other programs for execution, and can suspend the execution of a running program if that program's timeslice has been exceeded. This prevents lengthy user programs from locking out other user programs. The suspended program is then queued for further processing.
- Data files are kept on disk packs, with each disk pack defined as a volume. Every volume is uniquely identified. The system may have up to four volumes on-line (the maximum hardware configuration), and an unlimited number of volumes off-line. The first volume contains the executive and all user programs. This volume must be on-line at all times, and is referred to as the system volume (SYSVOL).
- User task processing is sequential and is managed to optimize throughput. To accomplish this, programs may be exchanged between the main and mass memories.
- Protect processing validates each request, preventing interface with any other user program that is ready to execute or has already started.
- Programs are executed throughout the first 192-416KB of main memory. CCS uses a memory paging technique to map programs in physical main memory into an execution memory area. This feature speeds throughput and program swapping.
- Complete support of 56 console displays on a timeshared basis. The CCS executive intercepts and checks all terminal requests before translating them for execution.

- Overlapped execution of user programs with terminal I/O operations, file management functions, and mass memory swapping to improve user program throughput.

LIMITATIONS

The following are limitations on the application programs and their operation:

- The text editor and the sort utility cannot be executed concurrently.
- All programs/procedures accessing system peripherals other than the user terminal (for example, printer, tape unit) must be executed from the system console.
- A maximum of 20 (10 sequenced, 10 indexed) files per console display can be open at one time.
- A maximum of 402 concurrent opens are permitted at one time.
- A maximum of 30 unique files can be open in the system at one time.
- The maximum record size (input or output) is 2000 characters.

SYSTEM OPERATION

AUTOLOADING CCS

Before autoloading the system, the operator should make sure that a SYSVOL disk pack is on disk unit 0 (that is, the disk pack is on the drive and the READY light is illuminated).

The CYBER 18 computer cabinet contains a control panel. The processor section of the panel contains the switches necessary to autoload the system.

The system is autoloaded by pressing successively on the control panel:

```
STOP
MASTER CLEAR
AUTOLOAD
RUN
```

All remaining entries are made from the system console keyboard.

The following are examples of the type of messages displayed:

```
CCS 3.0 -- PSR LEVEL 149 01/01/80
0192K BYTES OF MEMORY - CPU I
0096K BYTES OF MEMORY - CPU II
SYSTEM CONFIGURED FOR USE OF 1860-5 DUAL
MODE MAG TAPES (50 IPS DRIVES)
```

The operator presses ESC and types:

```
J28@
```

The following message is displayed:

```
CCS 3.0 (MM/DD/YY)
ENTER DATE/TIME MMDDYYHHMM
>
```

The operator types the correct date and time and presses (CR); (for example, 0815800900 for August 15, 1980, 9:00 a.m.).

The following message is displayed:

```
DATE: 15 AUG 80    TIME: 0900:00
```

At this point, the system is ready to accept operator instructions from the system console.

MANUAL INTERRUPT

All CCS requests must be initiated from the system console by using a manual interrupt. This is performed either by pressing the MANUAL INTERRUPT switch on the control panel, or by simultaneously pressing the CONTROL and G keys on the system console. The system responds by clearing the system console screen and displaying:

```
MI
>
```

At this point the operator may request a CCS request.

ENABLING CCS

CCS is not automatically enabled when the system is autoloaded. It must be started by the system operator.

Several initialization functions may be performed as a result of a manual interrupt, including building system files. If the system contains no files when the request is made to enable CCS, all necessary system files are defined and initialized from data contained in the CCS program library. This process requires several minutes, but should not be necessary once CCS has been executed and file backup procedures have been performed.

Every time CCS is enabled, a program directory file (\$\$PGMNAM) is built from information contained in the program library. This process requires approximately 30 seconds and ensures that any user programs recently loaded into the system may be rapidly and correctly found by the CCS executive.

CAUTION

A user program loaded in the CCS program library that replaces an existing program (that is, the programs have the same name) may not be correctly located by the CCS executive unless the start operation is performed. If the start operation is abnormally terminated, contact the local PSD analyst.

Table 7-1 shows the procedure used to start CCS.

DISABLING CCS

Whenever it is necessary to disable CCS for maintenance, or other reasons, the procedure shown in table 7-2 is used.

TABLE 7-1. CCS START PROCEDURE

Display/Keyboard	Comments
CONTROL G	The operator performs a manual interrupt by simultaneously pressing CONTROL and G.
MI	The system indicates that a manual interrupt is active.
START (CR)	The operator enters a start request.
Building system files	The message indicates that the system files are being built.
CCS ACTIVE AT hhmm	The system confirms that CCS is active.

TABLE 7-2. CCS DISABLING PROCEDURE

Display/Keyboard	Comments
CONTROL G	Manual interrupt is performed.
MI	Manual interrupt is active.
STOP (CR)	The operator enters the stop request.
VERIFY	The message requests the operator to verify that the system is to be stopped.
OK (CR)	The operator confirms that the system is to be stopped. Any other entry aborts the request.
UNTIL hhmm	The message requests the expected restart time.
hhmm (CR) or (CR)	The operator replies with a value between 0000 and 2400. If the expected restart time is not known, the operator replies with a carriage return only.
CCS OFF-LINE	The system confirms that CCS has been disabled. A message to this effect is displayed at every active terminal along with the expected restart time, if any.

If a user attempts to log onto the system while it is disabled, the following message appears on the terminal:

OFF UNTIL hhmm

If the system was stopped without an expected restart time, the following message is displayed:

OFF UNTIL ????

The operator at the system console may repeat the stop procedure at any time and the expected restart time can be updated.

LOCAL BATCH PROCESSING CONTROL

Local batch processing is controlled from the system console. A *BATCH,F command causes the batch processor to begin processing deferred batch jobs from the batch queue file (\$\$BATCH). The batch processor executes until all jobs are received from the specified device, or until the batch queue file is empty. Once initiated, deferred batch processing (*BATCH,F) remains in effect, even after the batch queue file is empty.

CCS DEVICE ERRORS

CCS peripheral devices are often used during the execution of programs from the system console. Occasionally, device errors may occur (for example, the line printer is not ready.) The following message is then displayed:

L,lu FAILED ec
ACTION

Where: lu is the device logical unit number.

ec is the device error code.

One of two legal responses can be made to this message:

- RP - Allows the I/O request to be repeated after the error condition has been resolved.
- CU - Allows the operator to abort the program that is performing the I/O request.

Refer to appendix L for error code values.

ENGINEERING FILE

The CCS engineering file is provided to preserve driver error information for system maintenance. The engineering file is divided into three sections:

- Failure data formatting and collection
- Failure storage on mass memory
- Failure listing

DEVICE FAILURE HANDLING

When an I/O driver determines that an error condition has occurred, an entry is added to the engineering file.

The entries are of the following form:

	15	11	10	8	7	6	0
WORD 1	LOGICAL UNIT						
2	DAY	MONTH		YEAR			
3	MILITARY TIME						
4	SECONDS			ERROR CODE			
5	HARDWARE STATUS						

If the failure is on a mass memory device, except for the flexible disk, the failure is saved in a 10-entry push-down table. Each 5-word entry of the table is of the same form as above. This failure data is saved in core on the premise that mass memory is not reliable because of the failure.

For mass memory failures, the failure is logged on the system comment output device with the message:

```
MM ERR xx LU=yy T=hhmm:ss S=zzzz
```

Where: xx is the error code.
yy is the logical unit.
hh is the hour.
mm is the minute.
ss is the second.
zzzz is the hardware status.

DEVICE FAILURE STORAGE

The system initializer defines a mass memory area of 99 sectors (preset to zero) for the engineering file. The address of this area is found in word 19 of the extended core table. One sector is allocated for each possible system logical unit. For each logical unit, 24 failures are saved as 4-word entries in a push-down/fall-off table. The first entry is the most recent failure.

DEVICE FAILURE LISTING

The device failure listing program is executed via the following mnemonic codes, following a manual interrupt.

- EF - Lists all engineering file data for the system logical units. The EF entry has the format shown in figure 7-1.
- EFLU - Lists engineering file data for a specified logical unit. The EFLU entry requesting the logical unit number is:

```
ENTER LOGICAL UNIT (xx)
```

Where: xx is the specified logical unit (printed in the same format as EF).

LOGICAL UNIT 01	CORE ALLOCATOR	FAILURE	HARDWARE
DATE	TIME	CODE	STATUS
LOGICAL UNIT 02	SOFTWARE DUMMY DEVICE	FAILURE	HARDWARE
DATE	TIME	CODE	STATUS
LOGICAL UNIT 03	SOFTWARE DUMMY DEVICE	FAILURE	HARDWARE
DATE	TIME	CODE	STATUS
LOGICAL UNIT 04	CRT/SLAVE PRINTER	FAILURE	HARDWARE
DATE	TIME	CODE	STATUS
29 JAN 80	1903:38	00	0611
29 JAN 80	1902:15	00	0611
29 JAN 80	1901:28	00	0611

Figure 7-1. Engineering File Information Listing

- EFMM - Lists data from the core resident, mass memory failure table for all errors in the table. This entry produces a listing in the same format as EF, but contains only failure from the core resident, mass memory failure table.

FILE MANAGER UTILITY

The file manager utilities operate under the direction of the UTIL executive, which is called through the CCS executive. UTIL reads the individual request processor into main memory to process each UTIL command. UTIL operates in one of two modes, interactive or procedure stream.

INTERACTIVE MODE

UTIL is activated by replying to REQUEST = with:

```
UTIL or UT (CR)
```

The utility indicates it is ready to execute utility commands by displaying:

```
UTIL IN  
READY
```

When the operator enters the name of a specific utility command, UTIL individually requests each parameter that is necessary for command. Two levels of prompting, normal and full, are available to help the operator enter these commands:

- Normal prompting - When the operator specifies a command, UTIL lists the mnemonic for each parameter associated with that command on a separate line. The operator must know the name and the form of each parameter. In this mode, he has the option of requesting the full name of a parameter.
- Full prompting - When the operator specifies a command, UTIL lists the full name of each parameter on a separate line.

The prompting level may be specified at any time by using one of the HELP commands.

Any UTIL operation can be terminated by a program interrupt (CONTROL D). The utility then requests another command by displaying:

READY>

at the system console.

PROCEDURE STREAM MODE

Procedure stream mode does not use prompting. Parameters are specified in free-field form on the record that contains the mnemonic. This mode requires that the device control command (INPUT=) be previously executed in order to specify the procedure stream as the input for UTIL.

In procedure stream mode, the file manager utility is requested by a record containing UTIL as part of the procedure stream. UTIL contains 22 commands that provide four types of operations:

- UTIL executive operations which include the following; specifying the input and output devices, listing the UTIL command set, determining the amount of command prompting the utility displays to the operator in interactive mode, and exiting from the utility.
- File level operations include the following; defining and deleting files, releasing file space, listing file directory information or the file itself, renaming the file, copying a file to another file or to magnetic tape, compressing files to eliminate records previously marked to be deleted from the files, purging expired files from the system, and reloading files that were previously saved on magnetic tape.
- Record level operations include the following; allowing file records to be loaded from a user terminal. Loading from an external device is not allowed in the procedure stream mode.
- Volume level operations include the following; providing a means for initializing a volume (disk pack), making a volume accessible (on-line) or inaccessible (off-line), and copying one volume to another.

NOTE

Prompting is not used in procedure stream mode; commands are contained in records within the stream. These records have the following form:

COMMAND, P1=xx, P2=xx, ...Pn=xx

Where P1 through Pn are two-character parameter mnemonics. Each parameter is delimited by a comma.

UTIL COMMAND FORMATTING REQUIREMENTS

Format requirements of the UTIL command are as follows:

- The basic format for each UTIL request is a command followed by a parameter list. If interactive mode is used, each parameter is entered on a separate line.
- Only the first four letters of the command mnemonics need be used, except for INPUT and OUTPUT commands.
- The logical file names consist of a combination of the file name (FN), file owner (OW), and volume (VL). In general, the file owner is automatically specified as the terminal user identification: blank for common files, user ID for private files, or \$\$ for system files.

The file owner, volume, and device names must adhere to the following rules:

- Each must be eight or fewer characters in length.
- They must not contain a comma, equal sign, or semicolon, since these are used as delimiters in the command set.
- They may contain blanks, since they are ignored.

System peripheral devices are available only to the system console (terminal 00).

In procedure stream mode, UTIL commands must start at the first character position of the input record.

Parameter strings may occupy more than one record in procedure stream mode. This is accomplished by replacing a comma delimiter with a semicolon, and continuing the parameter string on the next record. Trailing blanks are disregarded.

UTIL COMMANDS

HELP Commands

The HELP commands are used in interactive mode only. They determine the amount of prompting afforded to the operator at the console display. The prompting level determines the appearance of the display after the operator enters the command mnemonic, and remains in effect until exit returns control to the executive, or until an alternate form of the HELP command is entered.

Two prompting levels are possible, normal and full. Normal prompting is the default condition if operating in interactive mode. Under normal prompting, each parameter is individually requested by typing a message with the following format:

Pn=>

The operator should be familiar with the meaning of the parameter mnemonic Pn. The operator may make one of three possible entries:

- (CR) which represents a null entry that causes UTIL to supply the parameter default value.

- A parameter value followed by (CR).
- A question mark (?) followed by (CR). If the operator is not familiar with a particular parameter, typing ? (CR) causes the full name of the parameter to be displayed:

PARAMETER NAME =

Following this, the parameter value or null entry may be made.

Normal prompting is activated by typing:

HELP (CR)

in response to READY. Since this is the normal operating mode of UTIL, its entry is only required when disabling the full prompting mode.

Full prompting is activated by typing:

HELP,x (CR)

in response to READY. The mode selection (x) may be any nonblank character. Full prompting causes the complete name of each parameter to be displayed. Data entry is performed in the same manner as in normal prompting mode, except that the question mark has no meaning.

COMMAN Command

This command displays a list of all UTIL commands on the system console. Two forms are available.

```
HELP
INIT
DEFINE
.
.
.
COMPARE
```

COMMAN,x, where x is any nonblank character, displays the names of all UTIL commands, together with the corresponding parameter mnemonic:

```
HELP, M
INIT, VL, NF, DK
DEFINE, FN, VL, ED, TY, LR, NR, K1, P1,
K2, P2, K3, P3, K4, P4, SA
.
.
.
COMPRES, FN, VL
```

INPUT Command

The INPUT command designates the device or file from which UTIL receives commands and parameters. All commands and parameters must be arranged on the device or file as they would be in interactive mode. Null entries must be specified by blank records.

The command format is:

INPUT = name

where name is a device mnemonic or the file name as indicated in table 7-3. The command designates peripheral devices only if it is entered on the system console.

OUTPUT Command

The OUTPUT command designates the device or file that UTIL to which directs its output. Files used with the OUTPUT command must be defined as sequential, with 80-character, nonsector aligned records.

The command format is:

OUTPUT= name

where name is a device mnemonic or file name as indicated in table 7-3. The command can designate peripheral devices only if it is entered from the system console.

EXIT Command

The EXIT command returns control of the system to the CCS executive. All nonstandard device and prompting selections (HELP, INPUT, OUTPUT) are reset by this command.

The command format is:

EXIT

DEFINE Command

The DEFINE command creates a file manager file.

The command format is:

DEFINE, FN=filename, VL=vlabel, FD=mmddy, TY=t, LR=reclngth, NR=maxnrec, K1=n, P1=m, K2=n, P2=m, K3=n, P3=m, K4=n, P4=m, SA=s

TABLE 7-3. DEVICE NAMES

Device/File Name	Description
'filename'	Any sequential file that has been properly defined.
TERMINAL	System console
LPRINTER	System print device
PRINTER	System print device - FTN mode
READER	System card reader
TAPE0	Magnetic tape unit 0
TAPE1	Magnetic tape unit 1

Where: filename is the one- to eight-character file name; embedded blanks are ignored.

vlmlabel is the one- to eight-character volume name; the default value is disk 0, which is the system volume (SYSVOL).

mmddy is the expiration date (month, day, and year); the default value is the present date.

t is the file type:

S Sequential file; records must be presented randomly with respect to the default value.

R Indexed file; records can be presented randomly with respect to the primary key.

O Indexed file; records can be presented in ordered fashion with respect to the primary key.

D Direct file; a sequential file in which all records are blank-filled by UTIL. Direct file record lengths may not exceed 512 bytes.

reclngth is the record length in bytes. The range is 1 through 65,534; the default value is 192 bytes (one sector).

maxnrec is the maximum number of records. The range is 1 to 16,777,215; the default value is 1024 records.

n is the length of key n in bytes. The range is 1 to 29. For n1 the default is 1; for other keys, the default is 0.

m is the position of the first byte of key m relative to the start of the record (byte 1). The default value is 1.

s indicates whether sector alignment is chosen; a sector is 192 bytes. Sector alignment allows improved file access and throughput, but may require excessive mass storage file space.

Y Yes
N No (This is the default value.)

NOTE

If TY=S (sequential files) or D (direct files), all the n and m parameters are suppressed.

The following example illustrates the interactive use of UTIL to define an indexed file.

```
DEFINE
FN=ORDERS
VL=VOLUME2
ED=022177
TY=0
LR=
K1=4
P1=
K2=29
P2=5
K3=10
P3=34
K4=8
P4=44
SA=Y
```

This creates an indexed-ordered file, which is named ORDERS, on volume2. Each sector-length record has four keys: key 1 has up to four characters (1 to 9999), and is the primary key. Key 2 is the customer name, an alphanumeric key, 29 characters long, beginning immediately after key 1. Key 3 is a 10-letter regional key, immediately following key 2. Key 4 is an eight-character alphanumeric for the date of the order (mm/dd/yy), and begins immediately after key 3.

DELETE Command

The DELETE command releases the space on mass storage held by the specified file. The name entry is removed from the file directory.

The command format is:

```
DELETE, FN=filename, VL=vlmlabel
```

Where: filename is the one- to eight-character file name.

vlmlabel is the one- to eight-character volume name; the default value specifies an automatic search of all mounted and ready volumes.

CLEAR Command

The CLEAR command removes all records in the specified file but retains the file's entry in the file directory.

The command format is:

```
CLEAR, FN=filename, VL=vlmlabel
```

Where: filename is the one- to eight-character file name.

vlmlabel is the one- to eight-character volume name; the default value specifies an automatic search of all mounted and ready volumes.

Direct files may not be cleared, since this invalidates this file's format.

LIST Command

The LIST command displays the contents of the designated file on the specified device in the mode selected (ASCII, hexadecimal, or EBCDIC). System peripheral devices may be used for output if the request is made from the system console. If the display is made to the console display the word PAUSE appears at the end of the last complete record for this screen of data, allowing the operator to view the file listing each time the screen is filled. The operator presses carriage return to receive the next screen of the listing.

The command format is:

```
LIST,FN=filename,VL=vmlabel,M=m,L=lstdevnam,F=U/F
```

Where: filename is the one- to eight-character file name.

vmlabel is the one- to eight-character volume name; the default value specified automatic search of all mounted and ready volumes.

m is the mode (A=ASCII, H=hexadecimal, E=EBCDIC); default specifies that the file format is ASCII.

lstdevnam is the one- to eight-character list device name as indicated in table 7-3; default is the system console.

U/F specifies the following:

U Unformatted without headers or record numbers

F Formatted with headers and record numbers (DEFAULT)

STATUS Command

The STATUS command prints the status of the specified file or the status of all files belonging to the specified owner. STATUS also indicates the number of free sectors remaining on the specified volume(s). This command prints only those files belonging to the user logged in at a terminal. All files in the system may be printed from the system console.

The command format is:

```
STATUS,FN=filename,OW=ownrname, VL=vmlabel
```

Where: filename is the one- to eight-character file name.

ownrname is the one- to eight-character owner name; the default value specifies the common files.

vmlabel is the one- to eight-character volume name; the default value specifies all mounted and ready volumes.

When the STATUS command is input from a terminal and all parameters are omitted, the command prints the status

of all files on all mounted and ready volumes that belong to the user. This provides the operator with a file directory and information on each file listed. If only the VL parameter is specified, the status of all files from that volume is listed.

RENAME Command

The RENAME command allows the user to change the name of a specified file or to change the file's expiration date. The file and records remain in place, but are accessible only through the new name.

The command format is:

```
RENAME,FN=filename,VL=vmlabel,F2=filenam2,ED=mmddyy
```

Where: filename is the one- to eight-character file name.

vmlabel is the one- to eight-character volume name; the default causes an automatic search of all mounted and ready volumes.

filename2 is the new file name.

mmddyy is the expiration date; default value is the system date.

If F2 is defaulted, only the expiration date is changed.

COPY Command

NOTE

This command can only be used to copy sequential or direct file types. You cannot use the UTIL copy command to copy indexed files.

The COPY command causes UTIL to copy an existing file to a new file on mass storage. The original file remains unchanged. The file type and record lengths must be the same for both files, and the new file must contain at least as many records as the old file (and may have more). The maximum record length is 8000 bytes.

The command format is:

```
COPY,FN=filename,VL=vmlabel,F2=filenam2,OW=ownrname,V2=vmlabl2
```

Where: filename is the one- to eight-character file name.

vmlabel is the one- to eight-character volume name; the default causes an automatic search of all mounted and ready volumes.

filenam2 is the new file name.

ownrname is the one- to eight-character new owner name; the default specifies a common file.

vlmlabl2 is the volume containing the new file; the default value causes an automatic search of all mounted and ready volumes.

COMPRESS Command

The COMPRE command copies an existing file onto its own file space, but deletes any records that are marked to be deleted. New key lists are built as necessary.

The command format is:

COMPRE, FN=filename, VL=vlmlabel

Where: filename is the one- to eight-character file name.

vlmlabel is the one- to eight-character volume name; the default causes an automatic search of all mounted and ready volumes.

PURGE Command

The PURGE command releases space on mass storage for all the designated owner's files that have an expiration date that is earlier than the current date. The file entry is removed from the file directory for the volume. This command is available only at the system console in an off-line mode.

Before purging any file, UTIL displays the name of the expired file from the group of files that satisfy the OW and VL parameters entered by the operator. The operator must verify that each named file is to be purged before the system deletes the file.

The command format is:

PURGE, OW=ownrname, VL=vlmlabel

Where: ownrname is the one- to eight-character owner name; the default value is all common files.

vlmlabel is the one- to eight-character volume name; the default value causes a search of all mounted and ready volumes.

Each time an expired file is located by UTIL, the message:

FILENAME, OWNRNAME PURGE=>

is displayed on the screen. If the operator does not wish to purge that file, NO is entered. Any other entry causes the file to be deleted.

DUMP Command

The DUMP command transfers a specified file to a magnetic tape, together with sufficient information to allow the file to be redefined at a later time. The maximum record length is 512 bytes. Several files may be

placed on a tape by repeating the command. All of the user's files may be dumped by specifying only the owner name; all files on a volume may be dumped by specifying only the volume name. This command can be requested only from the system console. Dumping clears records marked as deleted.

The command format is:

DUMP, FN=filename, OW=ownrname, VL=vlmlabel, P=tapex

Where: filename is the file name.

ownrname is the owner name.

vlmlabel is the volume name; the default value causes a search of all mounted and ready volumes.

tapex is the selected output unit (table 7-3).

DUMP writes two end-of-file (EOF) marks after each file as it is copied onto tape. If another file is copied sequentially onto the tape, the second of these two EOF marks is eliminated.

If an end of tape is encountered, the tape is backed up to the end of the previous file. Two file marks are written and the tape is unloaded. A message is output to the operator:

MOUNT NEXT TAPE - (CR) WHEN READY

After the operator mounts and readies the next tape, he presses (CR). The DUMP continues on the next tape.

RELOAD Command

The RELOAD command allows files that were previously dumped via DUMP to be reloaded into the system. To be reloaded, the file(s) must not be defined in the system.

NOTE

The file name is a combination of FN, OW, and VL.

The reload utility processor creates the required file(s) from information saved on the magnetic tape during the DUMP operation. Specifying a file name and owner causes the operating system to search for that file/owner combination on the tape, specifying only an owner causes the operating system to search for all of the owner's files on the tape. This command is available only from the system console.

The format of the command is:

RELOAD, FN=filename, OW=ownrname, VL=vlmlabel, I=inputdev

Where: filename is the one- to eight-character name of the file on the magnetic tape to be reloaded. The entire tape is searched for this file name. If FN is blank, all files on the tape are loaded.

ownname is the owner name.

vmlabel is the one- to eight-character volume name where the file is to be loaded; the default is volume 0 (SYSVOL).

inputdev is the one- to eight-character name of the input device (table 7-3).

If a single file is to be loaded, it is terminated by two EOF marks. If several files are to be loaded from the same tape, each file, except the last, is terminated by a single EOF mark; the final file is terminated by two EOF marks. As each file is located and loaded from tape, the message:

FILENAME OWNNAME LOADED

is displayed on the screen. If the file is already defined in the system prior to the RELOAD request, the message reads:

FILENAME OWNNAME NOT LOADED

If a file dump requires more than one tape, the RELOAD operation must be repeated for each tape of the DUMP.

LOAD Command

The LOAD command allows a previously defined file to be loaded with data from an external device. The device may be the console display or a system peripheral, but the latter is only allowed from the system console. The maximum record length is 512 bytes. Records are appended at the end of any existing records in the file.

The command format is:

LOAD, FN=filename, VL=vmlabel, I=input, M=mm

Where: filename is the one- to eight-character file name.

vmlabel is the one- to eight-character volume name; the default causes a search of all mounted and ready volumes.

inputdev is the one- to eight-character device name; the default value specifies the console display.

mm is a mnemonic for the mode; the default value specifies that the source data is in ASCII mode.

A ASCII
E EBCDIC
OA Ordered-indexed file (ASCII)
OE Ordered-indexed file (EBCDIC)

If the input device is a system peripheral, loading continues until end of file is encountered on the device, or until the designated file is full. If data is being input from the console display, an input prompt () is displayed as each record is requested. To terminate, the operator responds to the prompt with a program interrupt (CONTROL D).

If the LOAD command is part of a procedure stream, the data must follow the command and be terminated with a record containing /!. The data cannot reside on a system peripheral.

INIT Command

INIT writes a volume label on the specified disk pack; it is used in interactive mode, and only is allowed only from the system console. The volume in question must be dismounted prior to executing this command.

NOTE

This command may not be used to label the system disk (SYSVOL). SYSVOL is labeled as a part of CCS initialization.

The command format is:

INIT, VL=vmlabel, NF=fno, DK=u

Where: vmlabel is the one- to eight-character volume name.

fno is the maximum number of files to be written on this volume. The range is 1 to 2048; the default is 256.

u is the mass storage physical unit number. The range is 1 to 3.

If a volume label already exists on the disk pack, its volume name is displayed at the terminal, and the message:

VOLUME =

is output. If the operator enters (CR) to this request, a new volume label is created and the file space directory is initialized, making the entire volume available for file storage. Any other response to VOLUME = causes the volume name to change, but does not otherwise alter the disk pack.

MOUNT Command

The MOUNT command places the specified volume on-line to CCS. The volume should be loaded and ready on the specified disk drive prior to this request. The ready condition is indicated by the READY light on the disk drive. This command only is allowed only from the system console.

The command format is:

MOUNT, VL=vmlabel, DK=u

Where: vmlabel is the one- to eight-character volume name.

u is the mass storage physical unit number; the range is 1 to 3.

DISMOUNT Command

The DISMOUNT command takes the specified volume off-line from CCS. The ready condition is not affected by DISMOUNT. This command is accepted only at the system console.

The command format is:

DISMOUNT,DK=u

Where: u is the mass storage physical unit number; the range is 1 to 3.

NOTE

DISMOUNT cannot be used to take SYSVOL off-line from CCS.

SAVE Command

The SAVE command copies an entire disk volume from a specified input volume to a specified output volume. The SAVE command can only be executed from the system console with CCS disabled.

The 1867-20 disk drive is also referred to as the 50 megabyte disk drive. In a CCS 3.0 system, the 1867-20 (50 MB) disk drive can be formatted as either a 96 word sector or a 569 word sector.

The 1867-40 disk drive is also referred to as the 180 megabyte disk drive. On a CCS 3.0 system the 1867-40 (180 MB) disk drives are formatted as a 96 word sector.

If the disk drives on the system are all a 96 word sector, a disk pack volume can be copied (from and to) any available disk drive on the system.

The word sector of the disk drives is configured at installation time and must not be changed, or they will not accommodate the system which has been selected. A disk pack volumes word sector is determined by the word sector of the disk drive it resided on when created.

Special Circumstance

To accommodate the CCS 3.0 36000 account system configuration, the SAVE command must be able to copy to and from different word sector volumes.

On this system, when a disk pack volume which is operational on a 50 MB, 96 word sector disk drive is copied to a disk pack volume which is residing on a 50 MB 569 word sector disk drive, it is not operational. The information residing on the "copied to" pack is only used for restoring the information to a 50 MB, 96 word sector volume.

For example: A 96 word sector volume (which is mounted on a 96 word sector drive) can be copied to a 569 word sector volume (which is mounted on a 569 word sector drive); however, the 569 word sector volume (mounted on a 569 word sector drive) must be copied back to a 96 word sector volume (mounted on a 96 word sector disk) before it is operational.

Operation of SAVE

SAVE operates off-line so that a volume can be copied onto SYSVOL (volume 0); therefore, before executing the SAVE command, the operator must first stop or disable CCS and log on to the disabled CCS system. Activate

UTIL by responding to a system prompt of REQUEST = with:

UTIL or UT (CR)

The command format for SAVE is:

SAVE, DK = U, D2 = D

Where: u is the mass storage physical unit number from which to copy; the range is 0 to 3.

d is the mass storage physical unit number of the output volume; the range is 0 to 3.

After accepting the parameters, the following message is displayed:

```
TURN OFF PROTEC SWITCH (ESCJ20@) AND TYPE  
CARRIAGE RETURN  
>
```

The indicated operations are performed on the keyboard by pressing ESCAPE. Followed by J20@ and CR. The following message appears:

```
SETUP VOLUME(S) TO BE SAVED AND VERIFY  
>
```

At this point, the volume disk packs must be installed on the correct drives.

NOTE

Since two complete sets of disk packs must be available in order to backup a system, it is recommended that one set of packs be marked MASTER and the other set BACKUP. The MASTER set should always be used for on-line operations. Therefore, the MASTER disk pack is always copied to the BACKUP disk pack. This method prevents inadvertant copying to the wrong disk pack.

There is one exception to this rule. Refer to transaction replay in the CCS Operator's/Collector's Guide.

When the disk packs are mounted and the drive is ready, enter:

OK (CR)

The following message is displayed on the master console:

VERIFICATIN OR CORRECT SAVE VOLUMES

PACK	VOLUME NAME	LAST SAVE DATE	TYPE
FROM	SYSVOL	999999	MASTER
TO	SYSVOL	999999	BACKUP

The SAVE function also contains features to prevent the inadvertant destruction of volumes by incorrect operator handling. When SAVE is requested, the volume names, date

the pack was last saved (copy to disk), and the backup designation flag are closed. Warning messages are displayed to note the following abnormal conditions:

- **WARNING YOU ARE COPYING FROM A BACKUP TO A MASTER VOLUME**

The volume you have specified as "copy to" was designated as a MASTER volume when it was created by a SAVE operation.

- **WARNING VOLUME NAMES DO NOT COINCIDE**

The volume specified as "copy from" has a different volume name than the specified "copy to" volume.

- **WARNING DATE ON COPY TO VOLUME IS THE SAME AS OR LATER THAN DATE ON COPY FROM VOLUME.**

The date on the volume header of the "copy to" volume is more recent than, or the same as, the date on the volume header of the "copy from" volume. This points to a potential copy of older data over newer data

If one or more of the warning messages has been displayed, the following message is displayed on the system console:

TYPE GO TO CONTINUE, EX TO EXIT >

NOTE

If the operator wants to override the error message(s) and continue with save, enter:

GO (CR)

If the disk packs have been mounted in error, enter:

EX (CR)

The disk packs should be mounted correctly. It is necessary to autoload the system and restart the SAVE function after starting and stopping CCS.

If none of the warning messages were displayed SAVE continues with the save operation.

The following message is displayed on the master console:

```
DESIGNATE COPY "TO" PACK AS: MASTER = 1  
BACKUP  
0?>
```

If the recommended backup procedure is being adhered to, enter:

0 (CR)

At the conclusion of the save operation, the message

VOLUME SAVE COMPLETE

is displayed, and the system must be autoloaded to continue.

To perform another SAVE operation, the operator must stop CCS and then log onto the disabled system.

HOST Command

The HOST command allows an operator to add or delete entries in the \$\$HOST file. This command may only be executed from the system console.

The command format is:

HOST,HO=host,OP=opt,PT=proto

Where: host is the one- to four-character name for the host, in other words, LOCL for local batch.

opt is ADD or DEL.

proto is the type of protocol being used with this host (HASP or 200UT).

SET Command

The SET command allows an operator to assign logical unit numbers to entries in the host file. The host entry must be previously defined by the host command before a logical unit is assigned. A logical unit of zero causes the input batch driver to terminate processing jobs for that host. This command may only be executed from the system console.

The command format is:

SET,HO=host,LU=lu

Where: host is the one- to four-character name of the previously defined host.

lu is a one- to two-digit logical unit number associated with the batch input driver.

The local batch input driver is always 13 in CCS.

BATCH Command

The BATCH command allows a terminal user to create entries in the batch file for processing by the batch input driver through the job processor, if local batch, or through a specified host. The file to be batched must be a source language text file (RPG II, FORTRAN, or Macro Assembler) and must contain a *JOB record somewhere in the file if it is for a remote host. This command must be executed from the system console.

The command format is:

BATCH, FN=filename, OW=ownrname, VL=vlmlabel,
HO=host, TY=t, PN=prngram, M=A/R

Where: filename is the one- to eight-character file name of the file containing the source program. This file must not be sector-aligned.

ownrname is the one- to eight-character owner name. This entry is valid only from the system console; the user ID entered during log on is automatically included in all other console displays.

vlmlabel is the one- to four-character volume name, the default value is assumed to be the system volume (SYSVOL).

host is the one- to four-character host name that has previously been defined by the HOST command.

t is the mnemonic for the source language type:

R RPG II (default value)
F FORTRAN
A Macro Assembler

prngram is the one- to six-character program name to be used in the CCS program library directory. This parameter is required only for FORTRAN and Macro Assembler programs.

A/R is the binary (absolute or relocatable) output:

A produce absolute binary output (*N,FILE,,,B)
R produce relocatable binary output (*L,ENTRY)

The last three parameters (TY, PN, M) are required only for local batch processing.

To compile the program, activate the CCS batch processor, which may require that CCS be disabled. When the system is conditioned to run the batch processor, the following procedure should be employed:

CONTROL G Manual interrupt is performed.

MI Manual interrupt is active.

*BATCH,F The CCS batch processor is activated and directed to receive input from the batch input file.

When the batch file entry is created, the job number is displayed on the console in the following format:

Jmnn

Where: m is a one-digit number identifying the host.

nn is a two-digit job number for that host.

BATCH STATUS Command

The BATS command lists or displays the status of an individual active job, the status of all active jobs by host for a particular owner, or the status of all active jobs for all hosts for a particular owner. In addition, a summary may be requested to display or print a tabular summary of all jobs for all hosts or for a particular host. The summary option may be executed from the system console only.

The command format is:

BATS, JN=Jmnn, HO=host, L=lstdevnam

Where: Jmnn is the four-digit job number. The default is all jobs for a particular host or all jobs for all hosts. If the job number is SUMM, a summary of all jobs for a particular host, or for all hosts, is given (system console).

host is a four-character host name. If the host name is not specified, a status (or summary) for all hosts is given.

lstdevnam is the output device name. The default output device is the terminal screen. The printer option may only be used from the system console. If the display is made to the console, the word pause appears at the end of the last complete record for this screen of data, allowing the operator to view the status listing each time the screen is filled. The operator presses (CR) to view the next screen of the STATUS listing.

DISCARD Command

The DISC command allows the user to delete entries in the host file. A discard may be performed for any job in the host file from the system console.

The command format is:

DISC, JN=Jmnn

Where Jmnn is a four-digit job number.

FLUSH Command

The FLUSH command purges all jobs in the host file that are in the sent status and that are n days old. If n days is a

minus sign (-), and the host is inactive (in other words, the batch driver is not processing this host), all jobs are purged for the host. The command may only be executed from the system console.

The command format is:

FLUSH,HO=host,DO=day

Where: host is a four-character name of the host.

day is a one- to three-digit number; if the number is a minus sign (-), all jobs for inactive host are purged.

DISPOSE Command

The DISPOS command allows the user to dispose of a job that is in the output received status. Three forms of disposal are available:

- The print option allows the system console operator to produce a hard-copy printout of the output job.
- The move option allows the user to move the output job, beginning at a designated character position, to another file of a designated record length.
- MOVEPR is a combination of move and print. If the output job is moved to a file with a record length of 80 characters, the new file may be processed through the text editors, but, once the move option is exercised, the print option is no longer available.

The master terminal may dispose of any job in the host file.

The command format is:

DISPOS,JN=Jmnn,OP=option,NC=char,SC=stc,
VL=vmlabel,FN=outflnam

Where: Jmnn is a four-digit job number.

option is a five-character name (PRINT), a four-character name (MOVE), or a six-character name (MOVEPR). There is no default for this parameter.

char is the one- to three-digit number of characters. The default value is 80. This parameter is not displayed if the print option is selected.

stc is a one- to three-digit starting character; the default value is 1. This parameter is not displayed if the print option is selected.

vmlabel is a one- to eight-character volume name. This parameter is not displayed if the print option is selected. This parameter defaults to the system volume.

outflnam is a one- to eight-character file name. There is no default for this parameter. This parameter is not displayed if the print option is selected. The output file name must be unique and not previously defined.

PRINT Command

The PRINT command allows an operator to print the output files resulting from batch processing. This command may be executed only from the system console.

The command format is:

PRINT,OP=jbno,L=lstdvnam

Where: jbno is a job number; jmn prints a specific job, PRxx prints an unidentified file xx, and PR00 prints all unidentified files. It can also be a one- to four-character host name to print all jobs with a print request status for a specified host.

lstdvnam is the one- to eight-character list device name, as indicated in table 7-3.

ERROR MESSAGES

When an error occurs during a file operation, leaving the file in a locked condition, it is impossible to access the file again during the current UTIL operating cycle. The error message file is currently locked as output for any operation requested for that file. If this occurs, exit from the utility processor and request it again. This unlocks any locked files, making them available for use.

Appendix L gives a list of the error messages used by UTIL.

TEXT EDITOR

The CCS text editor (EDITOR) adds or changes records in existing file manager files. Editing operations are performed directly on the file.

FEATURES

There are some restrictions on the type of file that can be edited.

- If the file is to be built initially with the text editor, the file must have previously been defined by UTIL as a direct or a sequential file. The file uses 80-character nonsector-aligned records.
- If the file was not defined by UTIL, it must be a sequential file containing 80-character nonsector-aligned records in a format compatible with the specified compiler (RPG II, FORTRAN, Macro Assembler).

CAUTION

The EDITOR cannot be run concurrently with the sort utility. While EDITOR allows operation on both sequential and direct files, it really only operates on direct files. If the user's file is a sequential file, and it is not completely full of records, EDITOR fills any unused records with blank records and changes the file to a direct file.

If the user requires that data records not be blank (RPG data files may not be blank), the user must ensure that the file is completely full of data before any editor operations are performed.

The text editor operates on a line-by-line (record) basis. The GET command specifies the file and the file type to be used. Alterations are possible in several modes:

- Changing a single line - The line is specified and the change is entered.
- Changing a specific character string in one or more lines - The operator specifies a sequence of records (lines), the old character string to be replaced, and the new character string. All specified records are altered by replacing the old character string with the new character string. The operator is informed of each line that is changed, but the contents of the lines are not displayed.
- Adding lines - The operator adds the text, including the line numbers in the proper field position. Pressing (CR) ends the current line entry, and the text editor is ready for another editor command.
- Adding lines with automatic line numbering - This mode is available with or without special line formatting (tabs set to define field boundaries). The text editor supplies the line number in the proper field. The operator enters data, ending the line with a carriage return. To leave automatic mode, the operator enters (CR) at the beginning of a new line.

For text editor purposes, lines have a range of 1 through 32,767.

NOTE

Lines are not normally numbered sequentially. The default line number interval for the text editor is 10.

The text of the line is displayed in ASCII. RPG II files have the line number on the left; FORTRAN and Macro Assembler files have line numbers on the right. If the automatic editor mode is selected, EDITOR supplies line

numbers for new records in the proper field position. A tabulation mode is available to aid the user in entering (or altering) highly formatted records of the RPG II type. In this mode, the operator may skip past unused (or unchanged) fields to the field to be altered. The RESET key on a terminal keyboard is used as the tab key. A cursor positioning mode is then available to skip over unused/unchanged characters in the field.

NOTE

A previous tab field cannot be referenced by using the left arrow () cursor control. Instead, RUBOUT may be used to locate the cursor at the beginning of the previous tab position.

CALLING EDITOR

To call the text editor, the user replies to REQUEST= with:

ED or EDITOR (CR)

The text editor responds with:

EDITOR IN
READY >

The message READY > is repeated after each EDITOR request is performed, indicating that EDITOR is ready to accept the next request.

The user may type in an abbreviation instead of a full command (REQUEST) word. In this section the full command word is given for each editing request.

If an invalid command is entered, the following error message is displayed:

INVALID COMMAND

followed by READY >. If an insufficient abbreviation is entered, the following message appears:

COMMAND NAME NOT UNIQUE

A list of EDITOR error messages is contained in appendix N.

When data is listed on a terminal, the message:

PAUSE >

is output as the screen is filled. This allows the operator to examine the text. To continue, press (CR).

EXITING FROM EDITOR

To leave the text editor, the operator replies to READY > by typing:

EXIT (CR)

The system responds with the message:

EDITOR OUT
REQUEST=

FILE RETRIEVAL

The contents of a CCS file are available to the text editor by the GET command. The operator replies to READY with:

GET,filename (CR) or
GET,filename,R (CR)

Where: filename is the name of the desired file. It must be either a direct 80-character record file or must contain 80-character source text records. The file must not be sector-aligned.

R indicates that the file contains RPG II source text records.

The text editor locks the file during the entire EDIT operation, so that other terminal users cannot modify it.

CAUTION

When a file that should be usable by the text editor cannot be opened, the sequence command is provided to remedy this problem. The file type must be sequential or direct and records must be 80 characters in length.

TEXT ENTRY

There are two methods of adding records to a file, single-line mode and automatic mode.

Single-Line Mode

This mode is initiated when the operator replies to READY> with:

LINE,n,t

Where: n is the line number of the line to be changed or added.

t is the format type:

H Control card specification
F File description specification
E Extension specification
L Line counter specification
I Input specification
C Calculation specification
O Output specification
X RPG trace specification
* RPG array data (also used for /* terminator)
blank Non-RPG file format

In this mode the operator may modify an existing line of data, insert a line of data between existing lines, or add a line at the end of the file.

When one of the RPG format types is used, the appropriate tab positions for that format type are set up. If the format type is not specified, a non-RPG format is assumed that retains the last specified tab setting, if any, defined by the STAB command. The default tab settings for non-RPG format are 1 and 76. Any other specification for the T parameter results in an illegal format specification error.

To change an existing line, the operator enters the line number and the format type. The line is displayed on the screen with numbers appearing above and below the displayed line to indicate character positions. The cursor is positioned at the first tab position for this format type. The operator may re-enter the entire line at this point, or use the tab and cursor position keys to correct any errors within the line. Only those characters actually entered are changed in the original record.

To add a new line, the operator enters the new line number and the format type. A blank line with the line number and format type, if necessary, is displayed on the screen. Numbers appear above and below the line to indicate character positions. The cursor is positioned at the first tab position for this format type. The operator may then enter the new line.

Auto Mode

Using one of the RPG format types, certain fields are preset and line numbers are automatically generated. Numbers appear below the line indicating character positions. The cursor is positioned at the first tab position for that format type. Each time AUTO is entered, the screen is cleared and a position header appears at the top of the screen.

To activate the automatic mode, the operator answers READY> with:

AUTO,t,nn,ii,progid

Where: t is the format type:

H Control card specification
F File description specification
E Extension specification
L Line counter specification
I Input specification
C Calculation specification
O Output specification
X RPG trace specification
* RPG array data (also used for entering /* terminator)
blank Non-RPG type

nn is the base line number; the default is 10.

ii is the line number increment; the default is 10.

progid is the program identification. This field is required on RPG-type files for format type H. It is six positions long, and may appear on other RPG format types, but is not required. It appears as positions 75 through 80 of the record.

The entry of any of the nine RPG II format types also sets the appropriate tab positions for the entry of source text.

If nn is blank, a non-RPG format is specified. This retains the last specified tab settings, if any, as defined by a STAB command. The default tab settings are 1 and 76. Any other specification for the T parameter causes an illegal format specification error.

The program identification is optional for non-RPG type files. If it is included, it may not exceed three characters and is truncated if it exceeds three characters; it appears in positions 73 through 75 of the record.

NOTE

If nn is blank, and records exist in the file, the next record is numbered M*I, where M is the line number of the current last record and I is the specified increment.

Text Entry Examples

To change an exiting line the operator replies to READY> with:

```
LINE,40,F
```

The screen is cleared, the character position indicator lines are output and the existing line is displayed:

```
1234567.....7890
00040F>TIFIL IF F 80 DISK YCB00060
1234567.....7890
```

The cursor and > are at position 7. The operator moves the cursor to the position in error with the tab and cursor position keys, and corrects the error.

To add a new line the operator replies to READY with:

```
LINE,45,F
```

The screen is cleared, the character position indicator lines are output and the line number and format type for the new line are displayed:

```
1234567890123.....67890
00045F                CYB060
1234567899123.....67890
```

The cursor and > are at position 7. The operator may enter the new line.

To enter an RPG II format record, the operator replies to READY > with:

```
AUTO,H,,,PROGID
```

The screen is cleared and the display is:

```
1234567890.....1234567890
00010H>                PROGID
1234567890.....1234567890
```

The character positions appear at the top of the screen and below the data line. The cursor and > are at position 7, the first tab position for RPG format type H. Since this is a new file (no records) and nn and ii are omitted, nn is 10, and ii is 10.

Under AUTO with non-RPG type format, the functions are similar, but there are no tabs for non-RPG format types. For example, when the operator enters:

```
AUTO,,,TID
```

The screen is cleared and the display is:

```
1234567890.....34567890
>                TID00010
1234567890.....34567890
```

The cursor and > are at position 1. The program ID and page/line number appear in positions 73 through 75 and 76 through 80, respectively. The next line is 00020 since default for both nn and ii is 10. This is a new file (no records).

After the operator enters a line of text terminating with a carriage return, the next line is displayed. The operator either enters text, continuing the process, or enters (CR), returning the editor to the READY condition.

INITIALIZING EDITOR

To initialize EDITOR so that a new file may be processed the operator replies to READY > with:

```
CLEAR (CR)
```

DELETING TEXT

To delete a specified record (k1) from the file, the operator enters:

```
DELETE,k1, (CR)
```

Where k1 is the line to be deleted.

To delete a number of consecutive records, the operator enters:

```
DELETE,k1,k2 (CR)
```

Where k1 and k2 are the first and last lines to be deleted. Trailing commas need not be entered.

NOTE

If k1 and k2 do not designate existing lines, the editor uses the next higher existing line.

Resequencing Text Lines

To resequence the line numbers of the file, the operator enters:

RESEQ,nn,ii (CR)

Where: nn is the base line number where resequencing begins.

ii is the increment between successive lines of text.

The starting line is given line number nn, and successive lines are numbered nn=nn+ii. If nn or ii are omitted, the values are assumed to be 10. Trailing commas need not be entered.

Listing Text Lines

To list all or part of the file, the operator enters:

LIST,k1,k2 (CR)

Where k1 and k2 are the first and last lines to be listed.

EDITOR lists the contents of lines k1 through k2. If k2 is omitted, only line k1 is listed. If both k1 and k2 are omitted, the entire file is listed. If k2 is larger than the largest line number previously entered, the listing ends at the last line of the file. Trailing commas need not be entered. If k1 is greater than k2, a message indicating an invalid command is displayed.

NOTE

As the screen is filled, text listing is suspended by the PAUSE message. A carriage return must be entered to continue. Text listing may be interrupted at any time by the program interrupt (CONTROL D).

Text Modification

Text may be modified by replacing a line of text with a new line. (Refer to the LINE command.)

If the operator wishes to change only part of a line or substitute every occurrence of a character string in the file with another character string, the operator replies to the READY> message with:

CHANGE,*a1a2...an*,*b1b2...bn*,k1,k2 (CR)

Where: a1a2...an is the character string to be replaced.

b1b2...bn is the new character string to be inserted.

* is the delimiting character for the character strings. The delimiting character may be any valid keyboard character with the exception of a comma.

k1 is the starting line to be changed.

k2 is the ending line to be changed. If k2 is omitted, only k1 is changed; if k1 and k2 are omitted, every occurrence of the character string in the entire file is changed. If k2 is smaller than k1, an error message is displayed.

It is not necessary that the character strings be equal lengths. However, both characters must be less than or equal to 20. If the length of the new string is greater than the length of the old string, ensure that text characters or line numbers are not lost at the end of the line when the existing line is expanded to accept the new text. Characters extending beyond 72 are truncated on a one-for-one basis. Trailing commas should be omitted when parameters are omitted.

As the substitutions are made, the following message is displayed:

CHANGES HAVE OCCURRED ON LINES

This is followed by a list of line numbers. The line number is listed once for every substitution that occurs. Repeated line numbers represent multiple changes on the same line. If the substitution results in a line that is larger than the original, the message:

LINE TRUNCATED

is appended to that particular line number and the data preceding the line number is lost.

As the screen is filled, line number listing is suspended by the PAUSE message. A carriage return must be entered to continue.

Text Search

If the operator wants to examine the text for places where a given character string occurs, the search procedure is used. To search text for character string a1a2...am, the operator replies to the READY> message with:

SEARCH,*a1a2...am*k1,k2 (CR)

Where: a1a2...am is the character string being sought.

k1 is the first line being searched.

k2 is the last line being searched. The file is searched from line k1 through k2. If k2 is omitted, the rest of the file beyond k1 is searched. If both k1 and k2 are omitted, the entire file is searched.

Trailing commas should be omitted when parameters are omitted.

As character strings are located, the message

STRING FOUND IN LINE

is displayed, followed by a list of line numbers. The line number is listed once for every occurrence of the string. Repeated line numbers indicate multiple occurrences of the string in the same line.

As the screen is filled, line number listing is suspended by the pause message. A carriage return must be entered to continue. The listing may be interrupted by entering CONTROL D.

Tabulation

The text editor provides the ability to set tab stops in various character positions within the record. This function is used to set tab stops when entering records in a nonautomatic mode. It is especially applicable to formatting RPG II records. To set the tabs, the operator replies to READY > with:

STAB,n,n,n,...n (CR)

Where n is the various character positions within a line. These positions are limited to a maximum of 20, and must be entered in ascending order.

The default condition for the editor specifies tabs in positions 1 and 76.

To clear tabs, the operator replies to READY > with:

CTAB

This leaves the editor with tabs specified in positions 1 and 76 (non-RPG format).

Character Positioning

The text editor provides for repositioning a character in the same line (backspacing). This is activated by the ← key, which moves the cursor back a single position each time it is depressed. By using this key, line corrections are easily made.

The text editor provides a forward positioning function. This uses the → key, and moves the cursor forward a single position. Characters of the current line (record) are not changed as the cursor moves past them.

Command List

The operator may obtain an abbreviated list of all editor commands by replying to the READY > message with:

COMMAN

The list appears as:

AUTO,TYPE,BASE,INCR,IDENT
CHANGE,OSTR,NSTR,STRT,END
CLEAR
COMMAN
CTAB

DELETE,STRT,END
EXIT
GET,FN,R
LINE,NMBR,TYPE
RESEQ,BASE,INCR
SEARCH,STR,STRT,RND
SEQUEN,FN,R
STAB,TYPE/N1,N2,...N20

Sequencing Unnumbered Text Files

To insert sequence numbers into records of a file to be processed by the text editor, the operator enters:

SEQUEN,filename,R,N

Where: filename is name of the desired file.

R is the file that contains RPG II source text records. If R is omitted, filename is assumed to be a non-RPG file.

N is optional. If it is included, N specifies both the base line number and the interval between lines. Default value is 10.

NOTE

Failure to include the R indicator on an RPG II source text file may result in the destruction of that file.

This command places a sequence number in each text record in the appropriate position for that file type. The base line number and increment are both 10.

SORT UTILITY

The sort utility (DSORT) is called only from a procedure stream (that is, it is not used interactively). A single call to DSORT allows one or more files to be sorted by using one or more key-values. Records in different files must be the same length. Note that there is only one output file regardless of the number of input files.

CAUTION

The sort utility cannot run concurrently with the EDITOR.

The capabilities of DSORT are as follows:

- Sorting one or more files that have equal record lengths - The number of records in each file is immaterial.
- Sorting by arbitrary keys - There are no restrictions on key field length. These keys need not be (and usually are not) the keys that are defined for file manager indexed files.

- Hierarchy of sorts by several keys - The first key presented causes the primary sorting, the next key presented sorts within the primary sort, the third key sorts within secondary sort, and so forth.
- Keys may overlap.
- The single sorted output file contains one of the following:
 - Full records - (Tag-along sorts)
 - DATA sorts - (Only the portion of the record that remains after keys are removed.) In data sorts, records are compressed by omitting keys.
 - ADDRROUT sorts - (Contain only the file manager's record numbers pointing to the input file records.) ADDRROUT sorts can process only one input file per sort.
- Records may be selectively included or excluded from the file. Criteria for this section are based on a single key (which need not be the same as the other keys used for the sorting) having a specified relation (=, ≠, >, <, ≥, or ≤) to another key in the record, or to a specified Hollerith constant. For instance, all records with DEPT. 0510 could be excluded from the sort. Conversely, only those records including DEPT. 0510 in the specified key would be included in the DSORT operation.
- Data in records is normally in ASCII and the normal collating sequence used for sorting is ASCII. However, the sorting may be made in EBCDIC code, if desired.

Sorting is controlled by a series of contiguous commands called input directives. These directives (statements) start in column 1. Blanks are meaningful; they should appear only in the file or owner name in the Hollerith constant field, or as a separator for comment information. Comments may appear on any card after the required information has been provided.

CALL THE UTILITY

The initial call for the utility has the format:

DSORT

Define Input Files

Each file is defined on a separate input record (card).

The format of the statement is as follows:

```
FN=filename,owner
.
.
.
FN=filename,owner
```

Where: filename is the name of the file. The field is up to eight characters in length. Leading blanks that are a part of the name are required; trailing blanks may be omitted (can be a tape file).

owner is the file owner's name. Leading and trailing blanks follow the same rule as for the filename parameter.

NOTE

Any file, regardless of owner, may be sorted by any user. In cases where several input files are sorted, these files need not have the same owner. The owner ID does not need to be the same as the user ID that was entered at log-in time. The user who calls the procedure stream starts the sorting operation.

If the owner field is left blank, common files are specified. That is, if the FN statement omits the owner, it must still have a comma following the filename.

It is assumed that the filename/owner are unique for all volumes on the system. If this is not the case, the file processed is on the first volume encountered by the file manager that has that filename/owner.

The record length for all input files must be the same.

There is no theoretical limit to the number of input files for sorting operation, except for ADDRROUT sorts. (ADDRROUT can sort only one file.) However, the mass storage space required for a DSORT may be as great as three times the size of all the input files used.

Define Output Files

The file may be one that has been defined previously. If so, that file is released prior to storing output records and is redefined as a sequential file.

The format of the statement is as follows:

F2=filename,ownrname,vlmlabel

Where: filename is the file name, up to eight characters in length. Leading blanks, if any, must be retained; trailing blanks are optional.

ownrname is the owner name, up to eight characters in length. It follows the rules for owner specified in the input file statement above.

vlmlabel is the name of the volume that receives the output file. It is up to eight characters long. If it is omitted, the volume defined by WKSPLU is selected to receive the file.

NOTE

If both owner and volume are omitted, all commas must still be included; for instance:

F2=file1,,

The output file name can be the same as one of the input file names. If the output file is predefined, and if the total record count is greater than DSORT requires, the total record count for the existing file is used. If the output file has a total record count less than DSORT requires, DSORT recreates the file with a total record count equal to the number of records sorted.

SELECT SORT OPTION

The options statement must be included. It has the following format:

OP=ADDR/TAG,F/D, A/E

Where: ADDR/TAG may be abbreviated A or T specifying whether the output file includes only relative record number (ADDR) or includes tag-along (TAG) data. ADDR can be used only if a single input file is designated.

F/D is the tag parameter. The F option specifies that the entire input record (including the keys used for sorting) is placed in the output file. The D option specifies that the keys are eliminated from the record, and only the remaining data appears in the output record. (If the keys occurred before the end of the record, the remaining data is moved to the left to omit the space formerly occupied by the keys.)

A/E is the collating sequence used for sorting.

A ASCII
E EBCDIC

DESIGNATED KEYS USED FOR SORTING

One key statement defines all keys to be used. Each key requires three consecutive parameters. The order of the keys in each key statement determines the sorting hierarchy; the first key presented is the primary key. Records are sorted first by this key, then by the second key presented, then by the third key, and so forth, until the records have been sorted by each of the specified keys. Records not distinguished by the entire series of key sorting may appear in any order (not necessarily in input order).

The key information can be extended to a new card if column 72 is reached.

The key statement has the following format:

KF=A/D,keycol,keycols,A or D,keycol,
keycols,...,A or D,keycol,keycols

Where: A/D is the collating order to be used.

A Ascending order
D Descending order

keycol is the character position within the record for the first character of the key. The first character position of the record is numbered 1.

keycols is the length of the key in characters. The minimum key length is a single character.

Keys may overlap.

RECORD SELECTION

This statement allows the user to select one key in the record as a basis for including or excluding records. The statement has the following format:

SL=omit/include,keycol,keycols1,op,
'Hollerith constant',
keycol2

Where: omit/include may be abbreviated to O or I. For omit, all records meeting the criteria are excluded. For include, only records meeting the criteria are included.

keycol is the starting-character position of key 1; the key that governs the record selection.

keycols1 is the length (in characters) of key 1 and, if it is used, also the length of key 2 or 'Hollerith constant'.

op is the comparison type:

EQ-key 1 = key 2/Hollerith value
NE-key 1 ≠ key 2/Hollerith value
LT-key 1 < key 2/Hollerith value
GT-key 1 > key 2/Hollerith value
LE-key 1 ≤ key 2/Hollerith value
GE-key 1 ≥ key 2/Hollerith value

'Hollerith constant' is any value enclosed by single quote marks (' '). It is 1 to 20 characters in length (used for comparison).

keycol2 is the starting character position of key 2. Length of key 2 is keycols1.

Note that either 'Hollerith constant' or key 2 can be used for the comparison.

The designated key (field of length keycols1, beginning at keycol character position) may or may not be the same as that of the sorting keys designated in the KF statement. The value of this key is compared either to the second key in the record (field of length keycols beginning at keycol2 position) or to a 'Hollerith constant'. The second key may or may not be one of the sorting keys designated in the KF statement. The comparison may be equality or one of several types of inequality. As a result of this comparison, either the records that meet the criteria are included and all other input records are excluded, or the records that meet the criteria are excluded and all other input records are included.

OPTIONAL COMMENTS/STATEMENTS

Comment cards (statements) have a comment indicator and a comment in ASCII in the remaining columns. There may be one or several comment cards. It is recommended that one comment card be used to precede the DSORT card (for instance, START or SORT for NEWFILES), since this statement clears the screen and shows that any error message that follow, relate to a sorting operation and not to a previous operation that still may display a message on the screen. In addition, comments may be included on any statement card following the blank (separator) that ends the required input information.

TERMINAL MESSAGES

Table 7-4 shows a typical output at the console display that is executing a program with a single input file that called the sorting operation. Table 7-5 shows a sample procedure stream for DSORT.

If the sorting operation fails, one of the error messages listed in appendix L is displayed at the terminal.

Terminal responses, normal or error, follow the sort.

TABLE 7-4. TYPICAL OUTPUT DISPLAY DURING PROGRAM EXECUTION

Display	Comments
VOLUME=SYSVOL	The input file is on the system volume.
FILNAM=OLDFILE, ownername	File to be sorted
PASSED=162	162 records were read.
DONE=50	50 records were processed.
VOLUME=SYSVOL	The output file is on the system volume.
FILNAM=NEWFILE7, ownername	The name of the output file
PASSED=50	50 records were output.
DONE=50	50 records were output.

SYSTEM PATCH UTILITY (CCSDB)

CCSDB is initiated by pressing MANUAL INTERRUPT on the mainframe and typing in the characters CCSDB. CCSDB alerts the operator that it is in execution and ready for use by typing:

DEBUG IN

The operator may then type in a request. Each request must be terminated by (CR). All requests are limited to one line of up to 80 characters on the comment device. After the request is completed and all associated messages have been typed, CCSDB types:

NEXT

CCSDB is then ready for the next request from the operator.

TABLE 7-5. SAMPLE PROCEDURE FOR DSORT

Procedure Stream	Comments
*SORT OF 3 NEWFILES BEGIN	Comment card to clear screen and alert operator that sorting of the new files begins immediately.
DSORT FN= NEWFIL1,SMITH FN=NEWFIL2, FN=NEWFIL3 ,SMITH	Procedure call. Files can belong to different owners; all files have equal length records.
F2= OUTFIL1, ,	Output file is a common file. It appears on the volume specified by WKSPLU.
OP=T,F,A	Output file contains full input records. It is sorted using ASCII collating sequence.
KF=A,15,10,D,5,10, A,25,20	Three 10-character keys are used, with the primary key beginning at position 15, the secondary key at position 5, and tertiary key at position 25. First and third keys use ascending sorting, second key uses descending sorting.
SL=0,40,2,EQ,'CA'	Omit all records that have characters CA in columns 40 and 41. Include all others.

The list unit can be respecified by the operator with the following command:

CLU,x

Where x is the new list logical unit, standard is the system console (x=4).

The input unit can be respecified by the operator with the following command:

ILU,x

Where x is the new input logical unit, standard is the system console (x=4).

To terminate CCSDB, the operator types:

OFF

and CCSDB types:

DEBUG OUT

SOURCE PROGRAM UTILITIES (COSY/CUDDLY)

The CCS COSY and CUDDLY programs provide a means of compressing information in source decks by replacing three or more blanks on a card with two special ASCII codes. The resulting deck, called a COSY/CUDDLY deck, is in COSY/CUDDLY format. COSY/CUDDLY reduces average decks size by about 60 percent.

COSY is the program used to manipulate FORTRAN source programs while CUDDLY is the program used to manipulate RPG II source programs.

FEATURES

A revision deck follows the call to COSY or CUDDLY. Revision decks allow the user to revise or update programs. COSY/CUDDLY output is in Hollerith format and may be listed or punched.

OPERATION

A DCK/ card identifies the COSY or Hollerith deck to be updated or created and specifies the actions to be taken with the new deck.

The first card (record) of the revision deck is an identifier in the following format:

1	8	13	73
Deck name	DCK/	P1,...,pn	ID

Where: deck name is the COSY deck to be processed.

p1,...,pn specifies the actions to be taken. All parameters are optional, can be in any order, and are separated by commas. Blanks are now allowed within the parameter field.

Parameters have one of the following forms:

P
P = lu
D = deck name

P is I, C, H, or L. lu is the logical unit on which input or output occurs. Deck name specifies a new deck name for the COSY output.

I Parameter (COSY or Hollerith Input)

I specifies the logical unit containing the COSY or Hollerith source deck(s) to be updated or created. This parameter has one of the following forms:

I
I = lu

If the parameter is absent or just I, COSY assumes the source deck is on the COSY standard input device. (COSY standard devices are set by a *COSY,... STATEMENT).

If I = lu is used and lu is the system standard input unit, COSY assumes a new deck is being added to the COSY library. If the first card after the DCK/ card is a source deck identifier, COSY assumes it is a new deck to be added to the COSY library. COSY processes the deck until an END/ card is read. Additional new source decks may follow.

Each new deck must begin with a source deck identifier card and end with an END/ card. The card following the END/ card must be a DCK/, MRG/, or another END/ card to mark the end of the revision deck.

Revision cards follow the DCK/ card, and the COSY source deck follows the revision cards. COSY reads the revision cards and places them on the mass storage scratch area until an END/ card is read. Then COSY reads the new COSY source deck (which must follow the revision cards), and modifies the new deck according to the revision cards.

If I=lu is used, and lu is not the system standard input, COSY reads the revision cards from the system standard input unit and the source deck specified by the DCK/ card from unit lu. Then COSY updates the source deck according to the revision cards.

C Parameter (COSY Output)

C specifies the device to receive COSY output. This parameter has one of the following forms:

C
C = lu

If C is absent, there is no COSY output. If just C is used, COSY output is on the COSY standard output device. C cannot be equated to the unit containing the current COSY library.

H Parameter (Hollerith Output)

H specifies the device receiving Hollerith output. This parameter has one of the following forms:

H
H = lu

If H is absent, there is no Hollerith output. If just H is used, Hollerith output is on the COSY standard output device.

D Parameter (Deck Name)

D changes the name of the COSY or Hollerith deck. This parameter has the following form:

D = name

COSY uses the six characters (including blanks and commas) following D = for the new deck name.

NOTE

If the name is less than 6 characters and I, C, or H parameter follows it, COSY misinterprets the name.

ID Parameter

ID is the three-character field for changing the COSY or Hollerith deck identifier. This parameter has the following form:

ID

If ID is blank, the old deck identifier on the HOL/ or CSY/ card is used.

The actual revision decks are comprised of the following:

DEL/CARD

COSY deletes a specified number of cards from a previously defined input deck and inserts any Hollerith source cards immediately following the DEL/ card up to the next COSY control card. A DEL/ card has two forms:

1	8	13	66	72
---	---	----	----	----

DEL/	M	CHANGED RECORD
------	---	----------------

1	8	13	66	72
---	---	----	----	----

DEL/	M,N	CHANGED RECORD
------	-----	----------------

In the first form, card M is deleted; in the second, cards M through N are deleted. The unsigned decimal numbers M and N are the sequence numbers in columns 76 through 80 of the Hollerith source cards. Sequence number M must be less than N.

The number of Hollerith cards following a DEL/ card need not equal the number of cards being deleted.

INS/CARD

COSY inserts the Hollerith source cards immediately following an INS/ card into the new COSY Hollerith decks.

1	8	13	66	72
---	---	----	----	----

INS/	M	CHANGE RECORD
------	---	---------------

The Hollerith source cards are inserted after sequence number M, which is found in columns 76 through 80 of the Hollerith source cards.

The revision deck is terminated by:

END/CARD

The END/ card terminates revision decks.

1	8	72
---	---	----

END/

Figure 7-2 is a sample deck, using CUDDL, to expand, modify, and install the RPG program DTLLST.

Figure 7-3 is a sample deck, using COSY, to expand, modify, and install the FORTRAN program DACRTE.

```
*JOB,DTLLST,INSTALL DTLLST
*REW,7,22
*K,110,L9
*CSY,I6,P22
*CUDDL
DTLLST DCK/ I,H
END/
*K,I22,P7,L12
*RPGII
*CATALOG
*K,I10
*V,10
*V,7
*K,I10
*V,10
*CTO, INSTALLATION COMPLETE...
```

Figure 7-2. Sample Deck (CUDDL)

```
*JOB,DACRTE,INSTALL DACRTE CCS 2.0
*CTO,THIS RUN WILL COMPILE AND INSTALL DACRTE
*REW,7
*K,110,L9
*CSY,16,P7
*COSY
DACRTE DCK/1,H
INS/236
224 CONTINUE
END/
*K,17,P2
*V,7
```

Figure 7-3. Sample Deck (COSY)

JOB PROCESSING

The batch processing system initiates, monitors, and terminates all jobs executed in an unprotected core.

This system is scheduled for execution by the operator who performs a manual interrupt and types:

```
*BATCH
or
*BATCH,lu
```

Where lu represents the logical unit number being used as input. (If omitted, the system logical unit number is assumed.)

Upon recognition of the *BATCH statement, the batch processing subsystem is scheduled to begin processing user jobs.

JOB CONTROL STATEMENTS

Control statements to the subsystem are format records in ASCII mode. A maximum of 72 characters is allowed for each control statement. The first character of an input statement must be an asterisk, and the last must be a blank or a carriage return, if input is on the teletypewriter. Intervening characters identify the type of statement and action.

CONTROL STATEMENTS WITHIN A JOB

*JOB Statement

The *JOB statement instructs the subsystem to begin accepting a new sequence of control statements. It must be the first control statement in a job, and only one is allowed for each job. The date and the information on the *JOB card is printed on the list device.

The control statement format is:

```
*JOB
or
*JOB,n,u,i
```

Where: n is the job name. The first six characters are used by the job processor. When a line printer is used, n is printed in large letters (except special characters) up to the first blank.

u is the user identification. The first six characters are saved by the job processor (required if n is used).

i is comment (optional).

When the *JOB card is detected, the system initializes the values of standard list, standard input, and standard punch as they appear at autoloading time.

*CTO Statement

The *CTO statement causes the comments appearing on the card to be printed on the standard comment device for operator information. Continuation cards are not allowed. The format is:

```
*CTO,comments
```

*REW Statement

The *REW statement instructs the subsystem to rewind the specified logical units to their loadpoint. Several logical units can be specified in one request. Up to five logical units may be specified in an *REW statement. An error message is printed if the number exceeds five.

The format is:

```
*REW,lu1,lu2,lu3,lu4,lu5
```

*K Statement

The *K statement is used to reassign standard system logical unit numbers.

With the *K statement, the operator can select devices for system units other than those currently used.

The parameters in the *K statement are not ordered, but must be separated by a comma and followed by a carriage return or a space.

The control statement format is:

```
*K,Ilu,Llu,Plu
```

Where: lu is the logical unit number (in all cases).

I is the system input unit.

L is the system print unit.

P is the system binary output unit.

*CSY Statement

The *CSY statement reassigns standard COSY logical unit numbers. This control statement to the subsystem is for use with the COSY driver. The I, P, and L parameters may also be used to assign logical units for the COSY program control statements. If no logical units are specified on the COSY control cards, the assigned units are used.

The parameters in the *CSY statement are not ordered, but must be separated by commas, and the last parameter must be followed by a carriage return or a space.

The control statement format is:

```
*CSY,Lxx,Iyy,Pzz
```

Where: xx is the logical unit of the COSY list output.

yy is the logical unit of the COSY input library.

zz is the logical unit of the Hollerith or COSY output.

*COSY Statement

A *COSY statement instructs the subsystem to execute the COSY program, which manipulates FORTRAN and Macro Assembler source programs.

*CUDDLY Statement

A *CUDDLY statement instructs the subsystem to execute the CUDDLY program, which manipulates a RPG II source program.

*V Statement

The *V statement directs the subsystem to read all subsequent control statements from the specified logical unit.

The control statement format is:

*V,lu,m

Where: lu is the logical unit number. If not specified, the standard input is assumed.

m is the mode in which control statements are read.

- A or blank Formatted ASCII
- B Formatted binary

COMMUNICATION INTERFACE

The communications interface consists of a communications processor (CP) driver resident in and executed by the central processor (CPU1) of a CYBER 18-25 configuration. It controls the operation of the other processor (CPU2) in the CYBER 18-25 which is designated as the communications processor, and it executes a modified version of CCP 1.0 controlware.

The CP driver interface to the CP at the protocol level is similar to INTERCOM. The physical interface between the CYBER 18-25 host and the communication processor is via memory and interrupt lines as opposed to a CYBER coupler in the INTERCOM/2550 configuration.

The CP driver requires slight modifications to the CCP 1.0 controlware, and the addition of a means to generate a macro-interrupt to the host.

CP monitoring, down line loading of main micro memory, and starting the CP is directed by the CP driver.

OPERATION

This communications interface is used by the CCS executive and it is not accessible to user-written programs.

The CP driver interfaces the CCS executive via a monitor request for read, formatted read, write and formatted write. The request parameter list is standard except for the following:

- Mode bit M = 1 Write length is in characters
 M = 0 Write length is in words
 - Only bit 15 of the V field is used. If set, the error status is present as defined below.
 - N = Write or Write/Read sub request
N = Data length in characters (M = 1) or words (M = 0)
- Convert sub request
N = Length of data buffer in words

The request buffer must contain four header words preceding the data to be used as follows. This requires request n to be four greater than the maximum data length.

S = The address of the five - word request buffer, structured as follows:

Word 0 Bits 15 through 8 are reserved for future use.

Word 0 Bits 7 through 0 contain the logical port number (1 through 225) of the communication line to be used. Set by a requestor on write, formatted write, read, formatted read, connect, disconnect. Set by the drive on unsolicited read.

Word 1 Bits 15 through 5 contain the status set by the driver. Bit 15 of the V field is also set if any status bit is set.

- 15 CP down
- 16 Line disconnect (on hook)
- 13 Line inoperative (bad)
- 12 Terminal not connected (not dialed in)
- 11 Not used
- 10 Request timeout
- 9 Illegal request
- Bad port number
- Port not UI on
- Write-read
- Read to UI port
- 8 Parity error
- 7 Break received
- 6-5 Reserved for future use.

Word 1 Bits 4 through 0 contain the subrequest code.

- 0 Normal mode
- 1 Connect. Set by the requestor to cause a connect to a port for subsequent unsolicited input. Sets port in unsolicited input (UI) mode.
- 2 Disconnect. Set by the requestor to cause the port to be disconnected from the user and returned to normal mode from unsolicited input mode. No completion is made to the requestor. Cause line disconnect (hangs up telephone).
- 3 Write-read operation
- 4-31 Reserved for future use

Word 2 Cursor position

Bit 15 = 1	No cursor positioning
Bits 14 - 01	X position
Bits 07 - 00	Y position

Word 3 Set on input by the driver to the number of words transferred to the data buffer.

Word 4 Location of the data buffer. Received parity error causes the character with parity error to be replaced by a 7F₁₆ in the user's buffer. This allows the user to write the received data back to the terminal with the position(s) of the parity error(s) indicated.

The Q register contains the V field and the port number at completion.

USER INTERFACE - REQUEST CODES

The CP drive is capable of operating in a normal mode (which requires a read or write request for each transmission of data) or in an unsolicited input mode (which does not require a read request for data input).

Normal Mode

For normal mode, the subrequest code in word 1 of the data buffer is zero, and the driver functions as follows:

- Write (RC=2) - N words from the data buffer specified by word 4 in the request buffer are transmitted to the terminal device connected to the specified port.
- Formatted write (RC=6) - Two prespecified characters (set in the physical device table, and normally line feed and carriage return) are transmitted to the specified port followed by N words from the data buffer.
- Read or formatted read (RC=1 or 4) - The driver operates only in formatted read mode. Input is stored into the data buffer until a terminating character is detected or 2N characters have been input. The number of characters read is placed in word 3 of the request buffer. A read is handled as a formatted read. Input data presented to the driver by the CP prior to an active read request is discarded.

NOTE

The CP always waits for a terminating character before sending input to the host.

- The standard terminating characters are:

Tab	\$19
Carriage Return	\$0D
Line Feed	\$0A
Rubout	\$7F
SOH	\$01
EOT	\$04
ENTER +	\$1D
ENTER -	\$1C

Unsolicited Input Mode

Unsolicited input (UI) mode requires that the requestor establish a logical connection with the CP driver port table before any requests to the driver are processed. Once this connection is made, all input received on the port is placed in the specified data buffer and the specified completion address is scheduled.

This connection process is caused by the requestor performing a read (or formatted read) with a connect subrequest code, the request buffer location, length, and the port number specified. This read is interpreted by the driver as a connect and results in portions of the requestor's parameter list being moved to the driver's port table, but does not directly result in any I/O action. Input data for the port is connected as a user. The connect request need not remain in memory.

When input is received and the port is connected, 2N characters or less of input are moved to the data buffer with word 3 of the buffer set to the number of characters filled.

The requestor must issue a disconnect when he has finished with communications and is no longer able to correctly respond to input data and input completion that may result if the terminal continues to input data. Disconnect is requested by a read (formatted read) with a disconnect subrequest code and the port number specified. The driver processes this read as a disconnect and clears the port table to discard further input.

Write and formatted write requests are handled exactly as in the normal mode.

- Write - Read - An additional capability, write-read, is provided the requestor running in unsolicited input mode. If the write-read subrequest code is set in the write or formatted write request and a connect has previously been issued, the drive executes the write or formatted write but waits for input data before returning to the write request completion address. The requestor then receives write completion after the specified data has been output to the port and input data has been received from the port. No read completion is executed.

- Break - If a port (terminal) is set in UI mode and if the terminal operator hits BREAK while output to the terminal is in process, the output is stopped. The CP driver then expects input from the terminal, at which time completion is generated by the driver for the unsolicited input only. The status return with the input indicates BREAK was received.

COMMUNICATIONS PROCESSOR INTERFACE

The CP driver simulates the coupler normally used between a CYBER 70/170 and a 2550 with software. The coupler registers are core locations in CP low core.

The CP driver uses a micro code sequence to generate a macro interrupt to the CP and to acknowledge a macro interrupt received from the CP.

The CP driver establishes two control points. The first allows the lower 24K (0 through 5FFF₁₆ of CP memory to be logically addressed from the host. The second control point allows the upper 24K 6000₁₆ to BFFF₁₆ of CP memory to be logically addressed.

In order to read or write the coupler registers, the CP driver selects the low control point.

In order to read or write the CP data buffers, which begin above 6000₁₆ in the CP, the driver selects the high control point.

CE Errors and Statistics

Statistic messages are ignored. Customer engineering (CE) error message are converted to CCS engineering log format and logged to the CCS engineering file.

Restart

At system autoloading time and at any time the CP fails to send the status at the expected intervals, the restart processor KICKOFF is scheduled to load and restart the CP.

The restart processor completes all active requests with the CP down error status, then retrieves CP binary load file from the program library, moves it to CPU2 and causes a start.

If the restart is not successful, several retries are attempted before declaring the CP CPU2 down.

Initialization

After the CP has been restarted, line configure service messages are sent to the CP for all CP lines.

Operator Error Messages

The following error messages are output on the comment device by the CP driver:

- CP OUTPUT NOT READY, FORCE RESTART

This is caused by a failure of CP to respond to repeated requests by the host to output data. The CP is forced down and restarted in an attempt to recover.

- CP CONFIG LINE ERROR = LEC

This is caused by incorrect parameters sent by the host in a configure terminal service message. The line error code (LEC) indicates the general nature of the problem.

- CP DOWN

This is caused by the inability to restart the CP after a number of attempts

- CP STARTED

This is caused by a START operation on the CP.

- CP OUTPUT QUEUE FULL - FORCE RESTART

This is caused by a full driver output queue. The CP is forced down to cause a restart. The output queue is purged.

- CP LINE FAILURE, PORT =

This is caused by fatal line failure. The driver waits and tries again to enable the line. Turn off communications line adapter for indicated port terminal if error persists.

- CP ILLEGAL BLOCK TYPE =
CP ILLEGAL CMD BLOCK DPSP =

This is caused by either a ghost interrupt on the CP to host interrupt line, or a system failure.

- CP MULTIPLE BACK RETURNS, PORT LOCN =

This is caused by an apparent redundant acknowledgement of a terminal output. Indicates a software failure.

TERMINAL LINE TYPE AND BAUD RATE

For each terminal attached to the CCS system, a descriptive table is contained within CPU 1.

The CCS system contains 57 port tables, where port table 00 is used to define/support the master console, and port tables 01 through 56 are used to define/support the 56 available terminals.

Word 11 of each port table defines the line type and terminal type (Baud rate) for that port:

\$001t

Where: l is line type
t is terminal cycle (baud rate)

The standard line type is parameterized for a dedicated line (L=5). The standard terminal type is parameterized for type 10 (T=10, base 10). The terminal type (T) contained in the port table is linked to a definition word contained in the system CPFILE. The following provides definition of supported terminal types. Modification is to be done only by a CDC analyst.

Values for CPFILE

Baud Rate	CPFILE Value
110	AAA1
150	8610
300	8E30
600	9E70
1200	4510
2400	4D30
4800	5D70
9600	7DF0

Standard terminal type/CPFILE definitions:

Terminal Type	Location in CPFILE	Standard Baud Rate	Standard Value
1	1D49	110	AAA1
2	1D48	150	8610
3	1D4D	300	8E30
9	1D51	600	9E70
10	1D53	9600	7DF0

By changing the value in the named location the baud rate of a particular terminal type may be changed.

CONFIGURATION CAPABILITIES

AUTOMATIC CONFIGURATION

On the first autoloading after system installation, the system configures itself to use disk drive unit 0 as the system resident volume. This can be either an 1867-20 disk or an 1867-40 disk. Subsequent autoloading does not alter the system configuration for the system resident volume.

At all autoloading, the system configures itself to use the memory and tape drives present in the hardware configuration. The capabilities are:

- Memory - will configure for all memory in CPU 1 and 2. Allowable ranges for memory in each CPU are

CPU	Minimum Memory	Maximum Memory
1	192K bytes	256K bytes
2	96K bytes	256K bytes

- Tape Subsystem - will configure tape units 0 and 1 for the 1860-5 phase encoded tape drives, if these drives are attached to the system. If these drives are not found, the system is configured for the 1860-4 NRZI tape drives on units 0 and 1. If the maximum configuration is present (two 1860-4 tape drives and two 1860-5 tape drives), the 1860-5 tape drives are units 0 and 1, with the 1860-4 tape drives units 2 and 3.

A message appears at autoloading specifying memory present in each CPU and what type of tape drives are units 0 and 1.

If less than the minimum memory configuration is present in CPU 1 or 2, a message stating INSUFFICIENT MEMORY is displayed and system operation is disabled.

CONFIGURATION UTILITIES

Three utilities are available to provide the following additional configuration capabilities:

- Non-system resident disk drives - type and format
- Enable lower case printing
- Alter system ID message

DISK DRIVE CONFIGURATION UTILITY (SMDC)

System configuration of SMD drive type and sector size definition is done with this function. This function would normally be executed, for each applicable disk drive, one time following loading of the system via DTLP or EDTLP function.

Unit 0, the system volume (SYSVOL), is not configured via this function. Unit 0 is automatically configured at initial autoloading for either an 1867-20, 96 word sector or an 1867-40, 96 word sector drive. No further action is required for unit 0.

This function applies only to units 1 through 3. Each drive may be configured as one of the following:

- 1867-20 with 96 word sectors
- 1867-20 with 569 word sectors
- 1867-40 with 96 word sectors

A request for any other combination is illegal.

The following sequence is an example of the display output during configuration for an 1867-20 disk drive having standard 96 word sectors. Note that there are three possible responses to input. The drive type parameter is 20 for the 1867-20 drive and 40 for the 1867-40 drive.

MI
SMDC

```
SMD CONFIG IN
INPUT FORMAT (TYPE 'EXIT' TO EXIT)
UNIT NO. (1-3), DRIVE TYPE (20,40), SECTOR SIZE
(96,569)....1,20,96
UNIT 1 CONFIGURED.
INPUT FORMAT (TYPE 'EXIT' TO EXIT)
UNIT NO. (1-3), DRIVE TYPE (20,40), SECTOR SIZE
(96,569)....EXIT
SMD CONFIG OUT
```

The utility has four responses to a configure request.

- UNIT n CONFIGURED - This indicates the requested unit configuration was valid and accepted.

- 2) UNIT _n ALREADY CONFIGURED AS REQUESTED - The configuration requested already exists for that unit.
- 3) ILLEGAL CONFIGURE REQUESTED - The configuration requested contained invalid information.
- 4) REQUESTED UNIT MOUNTED. NO CONFIGURE DONE. - This indicates the unit specified in the request has a volume currently mounted (and possibly in use). The unit must be inactive (unmounted) to perform a configuration request.

This utility must be executed as part of the system installation. Refer to the Installation Test Kit.

System Identification Definition (SYID)

This utility allows the user to change the 32 character system ID. This ID appears as part of the autoloading message (first line after setting protect switch) and log-on message (third line).

This utility can be executed anytime. It is also executed as part of system installation.

The system identification text displayed at autoloading and at terminal sign-on may be defined as follows from the master console only:

```
MI
SYID
SYID IN
ENTER 32 CHARACTER OF TEXT .... THIS IS A
TEST OF SYS ID
SYID OUT
```

A carriage return will result in blank text. Also, "EXIT" may be entered to exit without changing text.

Line Printer Band Modification (LPCF)

The line printers supported by CCS have the option of a lower case print band. The CCS system must be modified to utilize this band.

The system may be configured to take advantage of a line printer with a lower case band installed as follows:

```
MI
LPCF
LPCF IN
LOWER CASE CURRENTLY DISABLED. (or
ENABLED if enabled)
ENTER 'E' ENABLE LOWER CASE:
ENTER 'D' TO DISABLE LOWER CASE ... E
LPCF OUT
```

An EXIT may be entered to exit without changing the lower case state.

NEWS

The news feature of CCS will display items of general interest to the collectors each time they log onto COLECT to begin collection activities.

These items may include company related news (for example, promotions, company picnics, etc.) as well as CCS information (for example, collectors meetings scheduled). The operator uses the system editor to enter data into this news file (NEWS).

The following specifications describe the data contained in the NEWS file:

*NEWS Indicates the start of a new news item. The screen is cleared and the headings displayed followed by the text of the news item.

TEXT This can follow any format and is displayed exactly as entered. A maximum of 74 characters per line can be displayed. A maximum of 19 lines can be contained on one screen. If a news item exceeds 19 lines, a prompt of READY > is displayed on the lower left of the screen. The collector enters carriage return to continue viewing the news item.

If a clear of the screen is desired within a news item, a period in column 1 of the NEWS file causes the prompt of READY>. A carriage return then results in the clearing of the screen and the text continues. The line with the period is not displayed.

Three options are available to a collector when logging onto COLECT:

- 1) NEWS ONLY - The news file is displayed and the collector logged off.
- 2) NEWS THEN GO INTO COLECT - The news files are displayed and the system displays the selection screen for COLECT execution.
- 3) NO NEWS GO INTO COLECT - The news file is bypassed and the system displays the selection screen for COLECT execution.

EDTLP

The EDTLP program can be used to save a system to tape, or load a system from tape. The EDTLP can also save a single volume to tape and load a single volume from tape. The single volume load can only be done if the one volume was saved. A single volume cannot be reloaded from a multi-volume save.

The EDTLP program runs in the background of the MSOS 5.0 operating system. The CCS system must be stopped before executing the EDTLP program.

The operator physically mounts and readies SYSVOL on disk unit 0.

For autoloading procedure and CCS start up procedure, see the system start-up procedures for on-line operations section of the CCS Operator's/Collector's Guide.

NOTE

Be sure to enter the correct date and time when autoloading. The date and time the save is made is displayed on the master terminal during reload.

The operator logs on and mounts volume disk pack(s). For this procedure see the system start-up for on-line operations section of the CCS Operator's/Collector's Guide.

The operator signs off, and stops CCS. For this procedure see the system sign-off section of the CCS Operator's/Collector's Guide.

Execute the EDTLP Save Procedure

The operator makes sure the page button is up (scroll mode) on the master terminal.

The operator performs a manual interrupt.

The following message is display on the master terminal:

MI
>

The operator types in:

*BATCH, 4 (CR)

The following message is displayed on the master terminal:

J
>

The operator checks to see if the line printer is ready.

The operator types in:

* JOB (CR)

The following message is displayed on the master terminal:

J
>

The operator types in:

*EDTLP (CR)

The following message is displayed on the master terminal:

EDTLP

TYPE SAVE (CR) FOR DISK-TO-TAPE SAVE
TYPE LOAD (CR) FOR TAPE-TO-DISK RELOAD

The operator types in:

SAVE (CR)

The following message is displayed on the master terminal:

DISK TO TAPE SAVE

THE FOLLOWING VOLUMES ARE MOUNTED:

VOLUME NAME	DISK NUMBER
SYSVOL	0
CDD01	1

ENTER DISK NUMBER OR CARRIAGE RETURN

ENTERING A DISK NUMBER WILL SAVE ONLY THE SPECIFIED DISK, IF IT IS MOUNTED AND READY.

ENTERING A CARRIAGE RETURN WILL SAVE ALL MOUNTED AND READY DISK DRIVES.

VALID NUMBERS FOR DISK DRIVES ARE DISPLAYED ABOVE
DISK NUMBER =>

NOTE

If CDD01, CDD02, or CDD03 are not mounted and ready, they do not appear in the list above. Check to see if the volumes you wish to save are displayed on the master console.

The following are examples of responses to DISK NUMBER => :

SAVING ALL MOUNTED AND READY VOLUMES

The operator types in:

(CR)

SAVING ONLY SYSVOL

The operator types in:

0 (CR)

SAVING ONLY CDD01

The operator types in

1 (CR)

The following message is displayed on the master terminal, depending on the operators reply to DISK NUMBER => :

THE FOLLOWING VOLUMES ARE MOUNTED AND WILL BE SAVED TO TAPE:

VOLUME NAME	DISK NUMBER
SYSVOL	0
CDD01	1

NOTE

If a single volume was specified in reply, only the disk specified is displayed.

The following message is displayed on the master terminal:

TYPE GO TO CONTINUE, EX TO EXIT >

The following are examples of the correct responses:

If the volumes to be saved are correct, the operator types in:

GO (CR)

If the volumes to be saved are not correct, the operator types in:

EX (CR)

If EX was entered the operator must abort the EDTLP run by executing the following:

The operator performs a manual interrupt.

The following message is displayed on the master terminal:

MI
>

The operator types in:

*Z (CR)

The following message is displayed on the master terminal:

JP , *EDTLP
JOB ABORTED
J
>

The operator types in:

*Z (CR)

The following message will be displayed on the master terminal, if GO was specified above:

REEL #	LOGICAL UNIT #	TAPE DRIVE #
1	6	0
2	16	1
3	6	0

YOU MAY CHOOSE TO USE ALTERNATING TAPE DRIVES OR ONLY ONE TAPE DRIVE. IF YOU WISH TO USE ONLY ONE TAPE DRIVE, SPECIFY THE TAPE DRIVE NUMBER OF THE TAPE DRIVE YOU WISH TO USE.

ALTERNATING TAPE DRIVES (Y OR N)

NOTE

If your CCS system is equipped with two tape drives, you have the option to use both tape drives during the save, alternating the drives with each tape. If both drives are to be used, the first tape begins on drive 0, the second tape begins on drive 1, the third tape begins on 0, etc.

NOTE

If your system is not equipped with two tape drives, or if one of the drives is down, you may select the single tape drive. The only tape drives you may select are 0 and 1.

The following are examples of correct responses:

If a single tape drive is to be used, the operator types in:

N (CR)

If alternating drives are to be used, the operator types in:

Y (CR)

The following will be displayed on the master terminal only if N was entered:

SELECT A TAPE DRIVE (0 OR 1) >

The following are examples of correct responses:

If tape drive 0 is to be used, the operator types in:

0 (CR)

If tape drive 1 is to be used, the operator types in:

1 (CR)

The following message is displayed on the master terminal:

**** OPERATOR-MOUNT OUTPUT TAPE ON
UNIT 0 WITH RING

TYPE GO TO CONTINUE, EX TO EXIT >

NOTE

If tape drive 1 was selected, the operator's instructions have a 1 instead of 0.

The operator mounts an output tape on the unit specified on the master terminal.

The following are examples of correct responses:

If the selection of the tape drives are correct, the operator types in:

GO (CR)

If the selection of the tape drives are not correct, the operator types in:

EX (CR)

If EX was entered the operator must abort the EDTLP run by executing the following:

The operator performs a manual interrupt.

The following message is displayed on the master terminal:

```
MI  
>
```

The operator types in:

```
*Z (CR)
```

The following message is displayed on the master terminal:

```
JP , *EDTLP  
JOB ABORTED  
J  
>
```

The operator types in:

```
*Z (CR)
```

The following message is displayed on the master terminal only if alternating tape drives are to be used:

```
****  
**** OPERATOR-MOUNT NEXT OUTPUT TAPE  
ON UNIT 1 WITH RING  
****
```

The operator mounts a output tape on unit 1.

The following message is displayed on the master terminal:

```
TURN OFF PROTECT SWITCH(ESC J20@) AND TYPE  
CARRIAGE RETURN
```

The operator types in:

```
(ESC KEY) J20@ (CR)
```

The following message is displayed on the master terminal at the beginning of each volume being saved:

```
SYSVOL IS BEING SAVED TO TAPE  
CDD01 IS BEING SAVED TO TAPE
```

NOTE

If only one volume is to be saved, only that volume is displayed.

NOTE

After the protect switch has been turned off, the save cannot be aborted unless the operator autoloads.

End of EDTLP Save

The following message is displayed on the master console at the end of the save:

```
DISK TO TAPE SAVE COMPLETE
```

```
**** OPERATOR-AUTOLOAD THE SYSTEM
```

If save did not complete, only the following is displayed on the master terminal:

```
**** OPERATOR-AUTOLOAD THE SYSTEM
```

The system is stopped when the program completes.

The operator must autoload the system at the conclusion of the EDTLP program.

End of Tape Processing

The following message is displayed to the master terminal when the end of the tape is reached and alternating drives are not used:

```
END OF TAPE HAS BEEN REACHED
```

```
****  
**** OPERATOR-REWIND TAPE ON UNIT x AND  
LABEL  
****
```

```
READY (Y OR N)>
```

NOTE

UNIT x is the same tape unit that just finished.

The operator rewinds the tape on the specified unit and mounts an output tape on the unit specified.

The following messages are displayed on the master terminal if alternating drives are to be used:

```
****  
**** OPERATOR-MOUNT OUTPUT TAPE ON  
UNIT x WITH RING  
****
```

```
READY (Y OR N)>
```

The operator mounts an output tape on the unit specified.

The operator types in:

```
Y (CR)
```

```

****
**** OPERATOR-REWIND TAPE ON UNIT x AND LABEL
****
****
**** OPERATOR-MOUNT NEXT OUTPUT TAPE ON UNIT x WITH RING
****

```

The operator rewinds and mounts a new output tape on the unit specified.

EDTLP Tape Error Message and Recovery Routines

The following message is displayed on the master terminal:

```

L,06 FAILED NN      L,16 FAILED NN
ACTION      OR      ACTION
>

```

The operator looks up the error message in the CCS Operator's/Collector's Guide for the hardware device error failure.

The operator types in:

```
CU (CR)
```

NOTE

Do not type RP (CR). If RP is entered, the EDTLP save will not reload properly.

The following message is displayed on the master terminal:

```
TAPE ERROR HAS OCCURED
```

```
OPTIONS:
```

- (1) MOUNT NEW OUTPUT TAPE ON THE TAPE DRIVE x
 - (2) MOUNT NEW OUTPUT TAPE ALTERNATING THE TAPE DRIVES
 - (3) MOUNT NEW OUTPUT TAPE CHANGING TO USE DRIVE y ONLY
- PICK AN OPTION FROM ABOVE

NOTE

Tape drive x is the same drive on which the tape error occurred. Tape drive y is the other tape drive.

The following are examples of correct responses:

If you are using only the one tape drive, the operator types in:

```
1 (CR)
```

If you want to use the other tape drive to restart and continue using alternating tape drives, the operator types in:

```
2 (CR)
```

The operator can discontinue using the tape drive and use only the other tape drive by typing in:

```
3 (CR)
```

NOTE

Option 3 can be used if one of the tape drives has a hardware failure and must be fixed before the drive can be used for the save.

If the tape ran off the end of the reel, this tape must be restarted. Before unloading the tape, check to see if the end of the tape mark is present on the tape. If the tape mark is there, the end of the tape sensor did not pick up the end of the tape mark. This condition must be fixed before this tape drive can be used again for the save. When this happens the operator can use option 3, and use the other tape drive to restart the tape. All of the following reels will begin on this drive.

If option 2 or 3 was selected, make sure the tapes are labeled correctly after changing drives. Labeling the tape after it finishes saves switching the labels if the error occurs.

The tape mounting instructions vary depending on which of the above options was chosen.

The following message is displayed on the master terminal if option 1 was chosen:

```

****
**** OPERATOR-REWIND TAPE ON UNIT x
****
****
**** OPERATOR-MOUNT OUTPUT TAPE ON UNIT x
****
READY (Y OR N)>

```

The operator rewinds the specified unit, mounts a new output tape on the same unit, and readies the tape drive.

The following message is displayed on the master terminal if option 2 or 3 was chosen:

```

****
**** OPERATOR-MOUNT OUTPUT TAPE ON UNIT y WITH RING
****
READY (Y OR N)>

```


The operator mounts a new output tape on the specified unit and readys the tape drive.

The operator types:

Y (CR)

NOTE

A tape error only restarts the reel that failed. If reel 2 failed, only reel 2 is restarted.

Other Error Messages

- DIVISION ERROR-DIVISOR IS ZERO OR DIVIDEND IS NOT POSITIVE

- DIVISOR=XXXX DIVIDEND = XXXX XXXX STADD XXXX XXXX

This error should never occur; if it does, call a site CDC analyst.

- FILE MANAGER ERROR: FILE NAME = XXXXXXXX, REQUEST=GETFCB,ISTAT=9999

This error should never occur; if it does, call for a CDC site analyst.

- ILLEGAL: CCS HAS NOT BEEN DISABLED

The operator must disable CCS before the EDTLP can be executed. For instructions for stopping CCS, see the Operator's/Collector's Guide.

- EXTERNAL TIMER REJECT

This is a hardware error; call a CE.

- INVALID DISK NUMBER

The disk number entered was not a valid number. The operator enters a disk number from the list displayed on the master terminal.

- DISK IS NOT MOUNTED AND READY

The disk number entered was not mounted using the utilities prior to the execution of EDTLP. The operator must autoload and start over.

- MASS MEMORY ERROR XXXX HAS OCCURRED ON LU XX

This error should never occur. All mass memory errors should be displayed in the MM ERR format. If this error appears call a CDC site analyst.

- MM ERR NN LU=LL T=HHMM:SS S=0104

Check the RUN light on the mainframe. If the RUN light is off, there is a problem with the disk and the save will have to be restarted. Notify a CE of the mass memory error. If the RUN light is on, the save is good and the system has recovered.

- STOP

The operator must abort the EDTLP run by performing a manual interrupt and typing in two *Zs.

EDTLP LOAD PROCEDURE

The operator physically mounts and readys SYSVOL on disk unit 0. For autoload procedure see the CCS Operator's/Collector's Guide.

The operator must make sure the page button (scroll mode) is up on the master terminal.

The operator performs a manual interrupt.

The following message is displayed on the master terminal:

```
MI  
>
```

The operator types:

```
*BATCH,4 (CR)
```

The following message is displayed on the master terminal:

```
J  
>
```

The operator checks to see if the line printer is ready.

The operator types:

```
*JOB (CR)
```

The following message is displayed on the master terminal:

```
J  
>
```

The operator types:

```
*EDTLP (CR)
```

The following message is displayed on the master terminal:

```
EDTLP
```

```
TYPE SAVE (CR) FOR DISK-TO-TAPE SAVE  
TYPE LOAD (CR) FOR TAPE-TO-DISK RELOAD
```

The operator types:

LOAD (CR)

The following message is displayed on the master terminal:

TAPE TO DISK RELOAD

ALTERNATING TAPE DRIVES FOR MULTI TAPES

REEL #	LOGICAL UNIT #	TAPE DRIVE #
1	6	0
2	16	1
3	6	0

You may choose to use alternating tape drives or only one tape drive. If you wish to use only one tape drive, specify the tape drive number of the drive you wish to use.

ALTERNATING TAPE DRIVES (Y OR N) >

NOTE

Your CCS system is equipped with two tape drivers. You have the option to use both drives, alternating with each tape. If both drives are to be used, the first tape begins on drive 0, the second tape begins on drive 1, the third tape begins on 0, the fourth tape begins on 1 etc.

If your system is not equipped with two tape drives, or if one of the two tape drives are down, you may select the single tape drive. The only tape drives you may select are 0 or 1.

The following are examples of correct responses:

If a single tape drive is to be used, the operator types:

N (CR)

If alternating tape drives are to be used, the operator types:

Y (CR)

The following message is displayed on the master terminal if N was entered:

SELECT A TAPE DRIVE (0 OR 1) >

The following are examples of correct responses:

If tape drive 0 is to be used, the operator types:

0 (CR)

If tape drive 1 is to be used, the operator types:

1 (CR)

The following message is displayed on the master terminal:

```
****
**** OPERATOR-MOUNT SAVE TAPE REEL 1
**** ON UNIT 0 WITHOUT RING
****
```

TYPE GO TO CONTINUE, EX TO EXIT >

NOTE

The unit number is 1, if tape drive 1 was selected.

The operator mounts the first reel of the save on the unit specified and readys the tape drive.

The following are examples of correct responses:

If the tape is ready and the operator wishes to continue, the operator types:

GO (CR)

If the operator wishes to exit program, the operator types:

EX (CR)

If EX was entered, the operator aborts the EDTLP run by executing the following:

The operator performs a manual interrupt.

The following message is displayed on the master terminal:

```
MI
>
```

The operator types:

*Z (CR)

The following message is displayed on the master terminal:

```
JP, *EDTLP
JOB ABORTED
```

```
J
>
```

The operator types:

*Z (CR)

If the procedure was not aborted, the following message is displayed on the master terminal:

TAPE TO DISK RELOAD

****TAPE WAS MADE 01-22-79 at 16:09

THE FOLLOWING VOLUMES WILL BE RELOADED TO DISK:

VOLUME NAME	DISK NUMBER
SYSVOL	0
CDD01	1

IS THIS THE CORRECT SAVE TAPE (Y OR N) >

NOTE

The number of volumes listed depends on how many volumes were saved.

OPERATOR VERIFY THIS IS THE SAVE YOU WISH TO RELOAD

If this is the correct save, the operator types:

Y (CR)

If this is not the correct save, the operator types:

N (CR)

If N is entered the tape mounting instruction is displayed to the master terminal and the operator can mount another save tape.

The following message is displayed on the master terminal if Y was entered:

TURN OFF PROTECT SWITCH (ESC J20@) AND TYPE CARRIAGE RETURN

The operator types

(ESC) J20@ (CR)

The following message is displayed on the master terminal:

```
****
**** OPERATOR-BE SURE YOU HAVE THE
CORRECT
**** DISK PACKS MOUNTED AND THE DISK
DRIVES ARE READY
****
```

```
****
**** OPERATOR-DO NOT TYPE GO UNTIL DISK
DRIVES ARE READY
****
```

TYPE GO TO CONTINUE, EX TO EXIT

The following are examples of correct responses:

If the operator wishes to discontinue the EDTLP program, the operator types

EX (CR)

NOTE

If EX is entered, the operator must autoload since the system has been disabled.

When the disk packs are ready and set up exactly the same as in the list above, the operator types:

GO (CR)

NOTE

If the disk packs are not set up the same as they were on the save, the reload will not load properly.

If EX was entered, the program aborts and the following is displayed on the master terminal and then the procedure must be restarted:

```
**** OPERATOR-RELOAD ABORTED-PACKS
HAVE NOT BEEN RESTORED
```

```
**** OPERATOR-AUTOLOAD THE SYSTEM
```

The following message is displayed on the master terminal, as each volume is restored:

```
SYSVOL IS BEING RELOADED TO DISK
```

```
CDD01 IS BEING RELOADED TO DISK
```

NOTE

The number of volumes displayed depends on which volumes are saved.

End of EDTLP Reload

The following message is displayed on the master terminal when the reload is finished:

```
TAPE TO DISK RELOAD COMPLETE
```

```
****OPERATOR-AUTOLOAD THE SYSTEM
```

NOTE

The system is stopped when the program completes.

The following message is displayed on the master terminal if the reload did not complete:

```
**** OPERATOR-RELOAD ABORTED-PACKS
HAVE NOT BEEN RESTORED
```

```
**** OPERATOR-AUTOLOAD THE SYSTEM
```

NOTE

If EX has been entered to any of the TYPE GO TO CONTINUE, EX TO EXIT messages, the above message is displayed on the master terminal. You may have to change the SYSVOL packs, this will depend on whether SYSVOL was finished before the abort or whether SYSVOL was on the save.

End of Tape Processing

The following message is displayed on the master terminal when the end of the tape is reached and alternating drives are not used:

```
END OF TAPE HAS BEEN REACHED
```

```
****
**** OPEATOR-REWIND TAPE ON UNIT nn
****
```

```
**** OPERATOR-MOUNT REEL xx ON UNIT nn
```

```
READY (Y OR N) >
```

The operator rewinds the tape on the drive specified and mounts and readys the next reel on the same tape drive.

The operator types:

Y (CR)

The following message is displayed on the master terminal when the end of the tape is reached and alternating tape drives are used:

```
****
**** OPERATOR-MOUNT REEL xx ON UNIT nn
****
```

READY (Y OR N)

The operator mounts and readies the next reel on the unit specified.

The operator types:

Y (CR)

The following message is displayed on the master terminal only if alternating tape drives are used:

```
****
**** OPERATOR-REWIND TAPE ON UNIT nn
****

****
**** OPERATOR-MOUNT THE NEXT REEL # xx
ON UNIT nn
****
```

The operator mounts and readys the next tape on the drive specified.

EDTLP Tape Error Messages and Recovery

The following message is displayed on the master terminal:

```
L,06 FAILED NN      L,16 FAILED NN
ACTION   OR      ACTION
>
```

Refer to the NN in the CCS Operator's/Collector's Guide, appendix A for the hardware device error failure.

The operator types:

CU (CR)

NOTE

Do not type RP (CR). If RP is entered, the EDTLP reload will not work.

The following message is displayed on the master terminal:

TAPE ERROR HAS OCCURRED

OPTIONS:

- (1) RESTART TAPE ON THE SAME TAPE DRIVE
 - (2) RESTART TAPE ALTERNATING THE TAPE DRIVES
 - (3) RESTART TAPE CHANGING TO USE TAPE DRIVE X ONLY
 - (4) END TAPE TO DISK RELOAD
- PICK AN OPTION FROM ABOVE >

The following are examples of correct responses:

If you are using only one tape drive and the failure was not a hardware failure, to restart the reload of the tape that failed, the operator types:

1 (CR)

If alternating tape drives are being used and the tape failure was not a hardware error, the operator can load the tape that failed on the other drive and continue the reload alternating the drives. The operator types:

2 (CR)

The operator may discontinue using the tape drive that failed and use only the other tape drive by typing:

3 (CR)

The operator may discontinue the reload by typing:

4 (CR)

NOTE

Option 3 can be used if one of the tape drives has a hardware failure and must be fixed before continuing with the reload.

The tape mounting instructions vary depending on which option is chosen above.

The following message is displayed on the master terminal, if option 1 was chosen:

```
****
**** OPERATOR-REWIND TAPE ON UNIT x
****
```

READY (Y OR N) >

The operator rewinds and readys the tape.

The following message is displayed on the master terminal if option 2 or 3 was chosen:

**** OPERATOR-REWIND TAPE ON UNIT x

**** OPERATOR-MOUNT REEL n ON UNIT y

READY (Y OR N)>

The operator rewinds the tape and moves it to the tape drive specified.

The operator types:

Y (CR)

If option 4 is selected, the program will abort and the following message is displayed on the master terminal:

**** OPERATOR-AUTOLOAD THE SYSTEM

NOTE

If Y is typed before the tape is ready, another tape error will occur.

A tape error will only restart the reel which failed. If reel 2 failed, only reel 2 will be restarted.

Other Error Messages

● STOP

The operator must abort the EDTLP run by performing a manual interrupt and typing two *Zs.

NOTE

If this message accompanies another error message, it must be corrected first.

● ILLEGAL: CCS HAS NOT BEEN DISABLED

The operator must disable CCS before the EDTLP load can be executed. For instructions for stopping CCS, see the Operator's/Collector's Guide.

● MASS MEMORY ERROR XXXX ON LOGICAL UNIT NN

This error should never occur. All mass memory errors should be displayed in the MM ERR format. If this error appears call a CDC site analyst.

● MM ERR NN LU=LL T=HHMM:SS S=0104

Check the RUN light on the mainframe. If the RUN light is off, there is a problem with the disk and the load must be restarted. Notify a CE of the mass memory error. If the RUN light is on, the save is good and, the system has recovered.

● TAPE CHECKSUM ERROR

If a checksum error occurs, this means a tape record has not been read correctly from tape. The tape must be restarted.

● TAPE SEQUENCE ERROR

Each record on the tape has a sequence number. If the tape records are read out of sequence the tape must be restarted.

● TAPE TYPE WRONG

This error should never occur; if it does, call the CDC site analyst.

● WRONG REEL MOUNTED-MOUNT REEL NUMBER n ON TAPE DRIVE x

TYPE GO TO CONTINUE, EX TO EXIT

The operator has mounted the wrong tape, or the tapes have been labeled incorrectly. Locate the correct reel and mount and ready the correct reel. The operator types:

GO (CR)



This section describes the procedures for installing a basic CYBER Credit System. The successful completion of these procedures does not result in a fully operational system. It does provide the system components necessary for Control Data analysts and trainers to make parametric and program modifications to fit a user's specific requirements.

INSTALLATION MATERIALS

The following list of materials is provided for basic system installation:

- DTLP dead start media for NRZI and/or phase encoded tape drives
- SMD initializer/diagnostic media
- Operating system install tape (DTLP)
- System install tape (EDTLP)
- ITK update test - Reactivate inactive SUMHIST tape
- ITK update test - Reactivate inactive accounts tape

- ITK update 400 - Nonfinancial update tape
- ITK update 500 - Financial update, promise-to-pay tape
- ITK update 500 - Financial update, payment stacking tape

INSTALLATION PROCEDURES

Detailed procedures for system installation are contained in the CCS 3.0 Installation Test Kit.

The actual installation is comprised of four steps:

- Hardware installation
- System installation
- Installation test kit execution
- Clear files

This is followed by system parameterization as defined in section 9.

00

0

0

0

00

CCS is designed to permit extensive user-tailoring of the system parameters that affect the way the user does business. To facilitate this process, utility procedures and work tables can be found in appendix J. The Control Data field analyst and the user representative jointly complete these tables and use the results to enter customer parameters into the system.

Five areas must be built or updated before CCS can operate. These areas are as follows:

- HOSUPT - Creation of delinquent master file (DELQMST) from data in host accounts receivable.
- Utility file
- Activity verification table
- DACRTE program must be modified.
- Decision table

There are numerous areas that may be modified to include user-defined information in addition to standard CCS information already available. These areas are as follows:

- User area of the master file (DELQMST)
- Collector screens
- Letter file
- Report generator data element table
- Detail list report program DTLLST must be modified if the contents of the user area of the master file is to be included.
- Update tapes

There are two programs that may need to be written by the field analyst which are not part of the standard system and must be negotiated with a quote for special software (QSS). These programs are as follows:

- CCSPYT - Payment stacking subroutine
- UPD500 - Financial update tape processing

The following paragraphs describe the areas and programs that can or must be tailored to fit the customer's needs.

HOSUPT - INITIAL MASTER FILE FROM HOST SYSTEM

The Control Data field analyst and/or the user representative are responsible for creating the initial delinquent master file. This is accomplished by using the

host system resources, or by writing a program on CCS to extract the data required from the host accounts receivable file. Appendix E gives a description of the standard fields in the CCS delinquent master file (DELQMST).

The standard system accepts EBCDIC format tapes as input for daily cycle menu - selection D, process complete update tape(s) from A/R, and daily cycle menu - selection E, Process 400 Series nonfinancial tape(s). The option of accepting EBCDIC or ASCII input tapes is controlled by a switch setting in the procedure systems PRFDC004 and PRFDC005. In the standard system, switch U1 is set to 1 to accept EBCDIC input tapes; if ASCII input tapes are to be used, switch U1 is set to zero (0). This is accomplished by using the text editor.

UTILITY FILE

The utility file (UTIFIL) contains user-defined information necessary for processing data in CCS, such as report headings, collector ID and names, and so forth. Appendix J contains work sheets to aid the analyst in defining the information.

UTIFIL is an indexed file with the first four characters as the key. This key is used to obtain information from the utility file. The following keys are provided with the standard system. These keys cannot be deleted and must be updated when the system is installed. Figure 9-1 provides additional information.

- HDR1, HDR2, and HDR3 are each a maximum of 40 characters long. These three lines appear on all reports printed by the system. Suggested data is the company name and address.
- RSW1 is the number of days an inactive account remains on the master file before it is moved to history. (R is released, S is satisfied, and W is written-off.)
- ACTC and RESC are each a maximum length of 32 codes (64 characters). These are supplied when the activity verification table construction routine is executed (procedure F of the maintenance menu).
- SALC is the salutation code. Each code is eight characters long. The system can have a maximum of nine codes. This code corresponds to the salutation code assigned to each collector, supervisor, or clerk using CCS. (See record entry in section 4.) This code is also used to indicate the title of the collector, which is printed below the closing in the collection letters, and may be used in the greeting line of the letter.

KEY DATA

12345678901234567890123456789012345678901234567890123456789

HDR1-----

HDR2-----

HDR3-----

{ REPORT
HEADING
LINE 1, 2, AND 3

RSWLR---,S---,W---

{ NUMBER OF DAYS INACTIVE ACCOUNT.
REMAINS IN MASTER FILE

ACTC { SUPPLIED BY THE ACTIVITY VERIFICATION
RESC { TABLE CONSTRUCTION ROUTINE

SALCcode1 code2 code3 code4 code5 code6 code7 code8 VALID SALUTATION CODES

DALT---,que ----,que ----,que ----,que ----, que ----, que ----

{ DAILY ASSIGNMEN. PORT
DEFAULT VALUES

SMTHR---,S---,W---

{ NUMBER OF MONTHS BEFORE ACCOUNT
IS PURGED FROM SUMHIST FILE

TMTH--- NUMBER OF MONTHS BEFORE ACCOUNT IS PURGED FROM TAPEARC FILE

UPDY---

{ NUMBER OF DAYS BEFORE UPDATE
ACCEPTS NONFINANCIAL CHANGES

OLPMRL---,P---,C---,NA-'COLECT' PARAMTERS FOR RL DELAY, NUMBER OF DAYS ADDED TO PP DATE FOR
NEXT CONTACT; NUMBER OF DAYS A COLLECTOR ENTERS NEXT CONTACT CAN BE
IN THE FUTURE; NA RESULT CODE EQUALS THE RL RESULT CODE.

LTRFn-----

{ n = 1 ACCOUNT NUMBER = 1 - 16;
n = 2 ACCOUNT NUMBER = 2 - 16
(DATA BELOW COLLECTOR NAME)

RPTG RPT001

coic COLLECTOR, CLERK, SUPERVISOR ID

- COL 1 - 4 KEY
- 5 - 19 LAST NAME
- 20 FIRST INITIAL
- 21 SALUTATION CODE
- 22 - 31 PHONE NUMBER (AREA CODE NUMBER)
- 32 - 35 PHONE EXTENSION
- 36 0 = CLERK, 1 = COLLECTOR, 2 = SUPERVISOR
- 37 - 40 SUPERVISOR ID FOR THIS COID CODE
- 41 - 73 QUEUES ASSIGNED, QUEUES CAN WORK

1626

Figure 9-1. UTIFIL Record Description

- DALT is the daily assignment report default value. The daily assignment report is a hard copy print of the information a collector needs to continue making customer contacts if the screen displays are not available. The format of DALT is aaa,que = bbb, where aaa is the number of records to be printed for every queue in the system and the que = bbb is an override number for that particular queue. For example, an entry of 030,0869 = 040 causes 30 records for each queue to print, except queue 0869 which will print 40. If any one queue is assigned to a large number of collectors, a larger number of accounts may need to be printed for that queue. An entry of 999 for aaa causes all accounts for all queues to be printed. An entry 999 for bbb causes all accounts for that queue to be printed. A maximum of five overrides is possible.
- SMTH is the number of months an account must be in the on-line summary history file before it can be purged.
- TMTH is the number of months an account must be in the on-line tape archive file before it can be purged.
- UPDY, a maximum of three characters, is the number of days before the CCS UPDATE program accepts nonfinancial changes from the master system. For example, if the value is 10, the update tape contains a change to a customer address, and if a collector has changed that field within the last 10 days, the field is not changed during the update. A value of 999 indicates that nonfinancial changes are not accepted from the update tape.
- OLPM is the on-line parameters used by COLECT. These parameters are:
 - RLxxx: When a collector in automatic mode enters an action code of RL, the account reappears a number of accounts later.
 - Pxx: The number of days added to the promise-to-pay date, to allow a check to be processed through an accounting system. This number is added to the promise-to-pay date before determining if the promise-to-pay was kept, pending, or broken.
 - Cxx: The number of days added to the present date to determine the next contact date. This is the default value used when a collector enters (CR) and is prompted for the next contact date. There is a limit of 63 days.

NOTE

The system will not allow entry of a promise-to-pay date that is farther into the future (a number of days from the current system date) than the sum of the Pxx and Cxx parameters.

- Nax: This parameter controls the systems response to an NA (no answer) result code. If x = Y, the NA result code will be treated as an RL (review later). See the RL parameter above. If x = N, the NA result code will be treated as any other result code.

- LTRF n data is used by the collection letters print procedures.
 - If n = 1, account number printed is 1 through 16.
 - If n = 2, account number printed is 2 through 16.
 - Data = is a maximum of 20 characters of actual data to be printed below the signature line.

Example: LTRF2COLLECTION DEPT causes digits 2 through 16 of the account number to be used in the letter and the words COLLECTION DEPT to be printed below the collectors, name on the signature line.

- LRT1 and LTR2 records are present in the initial UTIFIL. The LTRBLD program updates these records with valid letter numbers when LTRFIL is built. COLECT uses these records to validate numbers when they are requested by the collectors.
 - The RPTG record contains entries used by the report generator procedures. The entries are generated when a program is created and saved while executing selection K on the on-demand report menu.
- The RPTG record is initialized at system installation time with a single entry of RPT001 (entries are always in the form of RPTnnn). After the first time a report is created and saved using the report generator, the RPTG record will contain two entries; the first entry represents the next available report number and the second entry represents the report number of the last (immediately prior) report created and saved by the report generator.
- COID is one entry for each collector using the on-line system. The first four characters must be unique and correspond to the user ID used when logging into the system (figure 9-1).

NOTE

The entry ALL allows the collector to access all the master records regardless of queue assignments.

Any key not existing in the standard system is assumed to be for a collector, but any data can be entered. Figure 9-1 (COID) shows the format to use if the entry is for a collector.

To add, update, or delete entries in UTIFIL, selection C of the maintenance menu prompts the operator for the desired function, ADD, UPD (update), or DEL (delete). For an ADD function the key must not exist, and is assumed to

be a collector. For UPD and DEL, the key must exist; however, the standard keys cannot be deleted. A determination as to which edit codes to display is made to aid the operator in locating columns. On a UPD function the current contents of the record are also displayed.

The following is a sample of information from UTFIL.

```

KEY DATA
HDR1CYBER CREDIT SYSTEM
HDR2VERSION 3.0
HDR3SYSTEM VERIFICATION
RSWIRO10,S015,W005
ACTCTHTB**
RESCLMBZNH**
SALCMR          MRS          MISS
DALTO30,0869=040
SMTHR006,S006,W006
SMTM012
UPDY015
OLPMRL06,P02,C31
RPTG RPT007RPT006
LTRF2COLLECTION DEPT.
LTR10102030405**
LTR2
0001SUPERVISOR      3          2 2133,0869,ALL
0002COLLECTOR       2          100010869
0003CLERICAL        1          000010869,ALL
  
```

ACTIVITY VERIFICATION TABLE

CCS permits the user to determine the action and result codes to be used by a collector while reviewing an account. Up to 32 action codes and 32 result codes can be accommodated. In addition, a user can define which result codes are valid for use with specific action codes, whether a letter or comment is required, and the default value for the next contact date. This information is contained in the activity verification table (ACTVERTB).

The standard CCS contains a text editor file AVMDASC (table 9-1), which is used to create the activity verification matrix (ACTVERTB). Selection E from the maintenance menu prints the contents of the activity verification matrix file. The action and result codes and their related letter and comment codes must be entered in the activity file (AVMDASC) using the system EDITOR. Appendix J contains a work table to aid the analyst/user representative in defining this data (figure 9-2).

The creation of the activity verification table is accomplished by executing procedure F from the maintenance menu. The procedure makes two passes through AVMDASC. The first pass processes all records for result codes; the second pass processes all records for action codes. As each record is processed, it is listed on the system line printer along with any diagnostics for the record. Errors that generate diagnostic messages are:

- THE CODE TO BE ADDED WILL CAUSE TABLE OVERFLOW

A maximum of 32 result codes and 32 action codes are permitted. The system ignores the action/result code record.

TABLE 9-1. AVMDASC RECORD FORMAT

Start Column	Number of Characters	Description
1	2	Identifier is either RS for result code record, 'AC for action code record, or any other characters for comment record.
3	2	The two-character action or result code.
5	1	Either L or C for letter of comment required. Any other entry is ignored.
6	1	Either L or C for letter of comment required. Any other entry is ignored.
7	2	Default number of days until the next contact for use by COLECT. Must be in the range of 00 to 63.
9	64	For action code records; list of result codes are permitted with this action for less than 32 two-character codes. Terminate the list with a '**'.

- THE ACTION/RESULT CODE DUPLICATES A PREVIOUSLY PROCESSED ACTION/RESULT CODE

The system ignores duplicate entries.

- THE DEFAULT NEXT CONTACT DATE IN DAYS IS UNINTELLIGIBLE OR EXCEEDS THE MAXIMUM. IT MUST BE IN THE RANGE OF 00 TO 63 DAYS

The system sets the next contact date in the record to zero (default condition) and continues processing.

- ACTION CODE TO BE ADDED IS A CCS 3.0 SCREEN FUNCTION. ACTION CODES CANNOT BE ONE OF THESE FUNCTIONS

The system ignores the action code record. The reserved list of screen function codes is as follows:

Res Act	LM		BZ		NH							
	C	L 2			L 1							
TH		X	X									
TB		X	X	X								

NOTE 1: A - ACTION CODE
 B - COMMENT IS REQUIRED
 C - RESULT CODE
 D - LETTER IS TO BE SENT
 E - NUMBER OF DAYS TO NEXT CONTACT DATE

NOTE 2: ENTRIES IN AVMDDESC SHOULD BE:
 ACTH^^^^LMBZ**
 ACTB^^^^LMBZNH**
 RSLMCL02
 RSBZ
 RSNHL01

1932

Figure 9-2. Activity Matrix

NA DS DF
 DA DC CS
 P1 P2 P3
 RL NQ OA
 SS DL AA
 EA UH (blanks)

- FOR ACTION CODE RECORDS THE LIST OF VALID RESULT CODES CONTAINS A RESULT CODE NOT DESCRIBED IN A RESULT CODE RECORD

The system ignores invalid result codes in the valid result code list.

Selection F is responsible for updating utility file (UTIFIL) records, RESC and ACTC. These records contain the result and action codes used in the system.

Selection E, from the maintenance menu, prints the table on the line printer in a matrix format.

DAILY ASSIGNMENT CREATION - DACRTE

During daily collection activities in CCS, COLECT (the on-line program) accesses a file called DLYASSN. This file contains information on queue assignments to individual collectors and the priority of accounts within those queues. The factors establishing those queues and priorities are customer-defined. The Control Data field analyst must modify the program, DACRTE, with the

information necessary to create the DLYASSN file. This information includes the following:

- The starting position and field length of the fields in the DELQMST file that are to be used as decision table parameters for both queue and priority (if both are used). Figure 9-3 shows the areas in DACRTE that must be modified.
- The starting character position for the last payment received and amount received. These fields are used in checking for broken or kept promises-to-pay (figure 9-4).
- The additional fields that may be required in the DLYASSN file (figure 9-5).

The standard system contains a FORTRAN program, DACRTE, that has to be recompiled with these fields included in the calling parameters. An editor file (SFDACRTE) is provided with the standard system. The analyst can use the text editor to make the desired changes.

DAILY ASSIGNMENT OPERATION - DECISION TABLE

In addition to the changes to DACRTE, the Control Data analyst must build the decision table (DECTBL) used by that program. Appendix J contains a work sheet to aid the analyst in developing the data to be input to the decision table.

****	SET UP THE DELQMST STARTING CHARACTER POSITIONS FOR THE QUEUE ASSIGNMENT PARAMETERS, IF NOT USED MUST BE ZERO (0)	DAC00028 DAC00029 DAC00030 DAC00031 DAC00032 DAC00033
	DATA QUEP / P-1 P-2 P-3 P-4 P-5 P-6 P-7 P-8 P-9 / 0, 0, 0, 0, 0, 0, 0, 0, 0 /	DAC00034 DAC00035 DAC00036 DAC00037 DAC00038 DAC00039
****	SET UP THE DELQMST PARAMETER LENGTH IN CHARACTERS MAX. = 6 IF UNUSED MUST BE ZERO (0)	DAC00040 DAC00041 DAC00042 DAC00043 DAC00044 DAC00045
	DATA QUEL / P-1 P-2 P-3 P-4 P-5 P-6 P-7 P-8 P-9 / 0, 0, 0, 0, 0, 0, 0, 0, 0 /	DAC00046 DAC00047 DAC00048 DAC00049 DAC00050 DAC00051
****	SET UP THE STARTING CHARACTER POSITIONS IN DELQMST FILE FOR THE PRIORITY ASSIGNMENT PARAMETERS, IF USED MUST BE ZERO (0)	
	DATA PRIP / P-1 P-2 P-3 P-4 P-5 P-6 P-7 P-8 P-9 / 0, 0, 0, 0, 0, 0, 0, 0, 0 /	
****	SET UP THE PRIORITY PARAMETER CHARACTER LENGTHS MAX. = 6 IF UNUSED MUST BE ZERO (0)	
	DATA PRIL / P-1 P-2 P-3 P-4 P-5 P-6 P-7 P-8 P-9 / 0, 0, 0, 0, 0, 0, 0, 0, 0 /	

Figure 9-3. Modified Areas in DACRTE File

C****	SET UP THE STARTING CHARACTER POSITIONS FOR THE MOST RECENT PAYMENT AMOUNT AND PAYMENT DATE USED FOR BROKEN PP'S	DAC00052 DAC00053
C		
13	DATA LDATE / 0/, LAMT/	DAC00055

Figure 9-4. DACRTE for Promise-to-Pay

C	BUILD THE DLYASSN RECORD - ACCT #, QUEUE, NEXTCD, PRIORITY	DAC000243
230	CALL CCSMVA (DEQREC, J, 16, ASNREC, L, 16)	DAC000244
	CALL CCSMVA (DEQREC, J+270, 14, ASNREC, L+16, 14)	DAC000245
2		DAC000246
C****	IF ADDITIONAL FIELDS ARE REQUIRED IN THE DLYASSN RECORD, THEY SHOULD BE MOVED IN AT THIS POINT	DAC000247 DAC000248 DAC000249
C		
2		

Figure 9-5. Additional Fields in DLYASSN File

This file is used to control the assignment of collector numbers and account priorities. Its contents may be modified via the program DECMTN. It interfaces to CCS routines via the programs, RPGDT1 and FTNDT1.

The file and its associated processing subroutines provide a decision table look-up function. A value (or one in a sequence of values) may be returned to a calling program based on logical operations, up to nine input parameters.

The file consists of one record that is essentially a decision table. The table is composed of individual tests. Each test can logically compare up to nine input parameters against values within the table, and if the test proves true, assign a specific value to the returned parameters.

Tests are grouped together within levels. A specific grouping (level) of tests is processed until a test proves true. If the level is exhausted before a true test is found, control is returned to the calling program. If a test within the level proves true, the designated value is assigned to the returned parameter, and processing either continues with the next level (as indicated in the true test) or returns to the caller (if the true test does not include a next level).

The file DECTBL is created by DECMTN. There are eight tests within the table that are divided into three levels. The fields within each test are listed below.

- Test number - A sequential numbering of all the tests within the table. Test number 1 is always the first test to be examined upon entry to the processing routines. The test number is used by DECMTN to add, delete, or display tests.
- Level 1 - The level of tests to which a specific test belongs. Groups (levels) of tests must be in the table in increasing order. Levels may have values from 1 to 9.
- Next level - The level of tests to transfer control to, if the test proves true. The next level must have a value greater than the level value, unless control is to be returned to the user immediately (next level = 0).
- Number of parameters - The number of parameters in the test. There may be from 1 to 9 parameters.
- Parameter number - Each parameter has up to four fields associated with it in the table. These fields are operator, comparison value (5), and connector.

NOTE

Comparisons are done in ASCII sequence (spaces before numeric, before alpha).

- Parameter operator - This is the logical operator used in processing the user-supplied parameter. Options and descriptions include the following:
 - Null - Do not look at the parameter, but force true condition for this parameter.

- .EQ. - Compares the 6-byte field supplied by the user, to the 6-byte field identified by parameter value 1 for equality. If equal, the parametric processing is true.

- .NE. - Performs complementary processing to .EQ.: that is, true if user-supplied value not equal to table value.

- .LE. - Compares the user-supplied field with table value and resolves as true if supplied value is less than or equal to table value.

- .GT. - Performs complementary processing to .LE.: that is, true if user-supplied value is greater than table value.

- .WE. - Compares the user-supplied field against parameter value 1 and parameter value 2 and resolves as true if the supplied value is within or equal to the bounds values.

- .OS. - Performs complementary processing to .WE.: that is, true if supplied value is outside the bounds.

- Parameter value 1 - The six character positions between the asterisks represent the table value used by all operators except NULL. This field should not contain special characters, only 0 through 9, blank, or A through Z.
- Parameter value 2 - The six character positions between the asterisks represent the second table value used by operators .WE. and .OS.
- Parameter connector - The logical connector to be used in combining parameters in multiple parameter tests. Two values are allowed; .AND. or .OR.. Table processing evaluates each parameter within a test for true or false and then evaluates the entire test using the connectors. Connectors are always evaluated from left to right; the lowest numbered parameters first. The .OR. connector is inclusive.
- Number of returned values - The number of possible values to be returned to the user should the test prove true. The routines cycle through the values returning the next value in line on each successive true evaluation of the test. A selected group of collectors may be assigned on a round-robin basis to the same category of accounts. There can be from 1 to 99 unique returned values.
- Current returned value - This field is reserved for future use. The current implementation starts at the first returned value on each computer run.
- Returned values - The 4-byte values returned when a test proves true. The returned values should contain no special characters, only 1 through 9, blanks, or A through Z.

DECISION TABLE FILE - DECTBL

DECTBL is used for two functions: collector assignment, and account priority assignment.

The following paragraphs describe the necessary steps to build a sample decision table.

The sample customer requirements for collector assignment are to assign accounts less than \$500 and 90 days delinquent to collectors 1, 2, 3, 4, and 5; assign accounts less than \$500 but over 90 days delinquent to collectors 6 and 7; assign accounts over \$500 but less than 90 days delinquent to collectors 8 through 21 or collector 25; and assign accounts over \$500 and 90 days delinquent to collectors 22, 23, and 24.

The requirements for priority assignment are to work accounts whose last contact yielded a result of promise-to-pay. Accounts within this category of over \$100 delinquent are given the highest priority. Non promise-to-pay (PP) accounts should be worked after PP, but with delinquent accounts over \$100 coming first within this category.

The calling programs pass the decision table routine's three parameters (table 9-2). If the caller is after collector numbers, he passes the six most significant digits of amount delinquent as the first parameter. (Since this field is carried as a 9-digit field, this puts \$500 into a field as 000050.) The second parameter is the number of days delinquent, and the third parameter is blank.

If the caller is after priority, he passes amount delinquent (as above) as the first parameter. The second parameter is the result code from the last contact, and the third parameter is p.

Processing of each user call starts with the first test. This test is used to separate the priority requests from the collector requests. If a priority is made, test 1 will be true, a priority of 1000 is assigned, and the level 2 test is performed before returning to the caller.

Tests 2 through 5 are used to distribute the accounts to the various collectors. Test 5 is an unconditional assignment of all accounts not satisfying tests 2, 3, or 4 to collectors 22, 23 or 24.

Tests 6, 7, and 8 further assign priorities. The default assignment of priorities (done for collectors in test 5) has already been accomplished by test 1.

TABLE 9-2. PARAMETERS AND RESULTS

Parameters			Result
P1	P2	P3	
\$600.00	120		0022
\$600.00	120		0023
\$ 60.00	87		0001
\$ 60.00	SL	P	1000
\$ 60.00	SL	P	1000
\$ 60.00	PP	P	3000
\$500.00	90		0002

Table 9-2 shows some results expected from specific requests.

The sample decision table contents (table 9-3) were built through selection D on the maintenance menu. The following functions are available with this selection:

- Create DECTBL may be created or loaded from 80-character records, resident on any system logical unit (cards, tape). The file may also be created interactively from the system console.
- Add test A new test may be added to the file interactively from the system console.
- Delete test An existing test may be deleted from the file.
- Print table The contents of the file are printed on the system line printer.
- Dump table The file can be dumped to any appropriate system logical unit in a format compatible with the CREATE function above.
- Display test Any existing test can be displayed on the system console.

This procedure provides extensive dialogue between the operator and the system. The prompting provided by the procedure leads the operator to a successful completion of his requested function.

All error messages are displayed on the system console. The error messages and appropriate action to be taken are as follows:

- DECISION TABLE LACKS INTEGRITY
DECTBL does not conform to the expected format. DECTBL must be rebuilt with the CREATE function.
- DECISION TABLE OVERFLOW, TEST MAY NOT BE ADDED
DECTBL is not large enough for the number or complexity of tests.
- BAD SYNTAX OR SYNTAX ERROR; REENTER
The operator input string is the wrong length, or a comma is in the wrong position. If a field is required, and it is not the last field in a line, it must be of the prescribed length (leading zeros or trailing spaces as required).
- PB .LE. PA
The operator has entered a parameter involving ranges (.WE., .OS.), and the first value, PA, is not less than the second value, PB.

TABLE 9-3. DECISION TABLE CONTENTS

Test No.	Next Level	Next Level	No. of Params	Param No.	Param Operator	Param Value 1	Param Value 2	Param Connector	No. Of Return Values	Current RET Value	Returned Values
1	1	2	3	1	NULL	* *	* *	.AND.	01	00	1000
				2	NULL	* *	* *	.AND.			
				3	.EQ.	*P *	* *				
2	1	0	2	1	.LE.	*000050*	* *	.AND.	05	00	0001,0002,0003,0004,0005
				2	.LE.	*000090*	* *				
3	1	0	2	1	.LE.	*000050*	* *	.AND.	02	00	0006,0007
				2	.GT.	*000090*	* *				
4	1	0	2	1	.GT.	*000050*	* *	.AND.	15	00	0008,0009,0010,0011,0012, 0013,0014,0015,0016,0017, 0018,0019,0020,0021,0025
				2	.LE.	*000090*	* *				
5	1	0	2	1	NULL	* *	* *	.AND.	03	00	0022,0023,0024
				2	NULL	* *	* *				
6	2	0	2	1	.GT.	*000010*	* *	.AND.	01	00	2000
				2	.NE.	*PP *	* *				
7	2	0	2	1	.LE.	*000010*	* *	.AND.	01	00	3000
				2	.EQ.	*PP *	* *				
8	2	0	2	1	NULL	* *	* *	.AND.	01	00	4000
				2	.EQ.	*PP *	* *				

NOTE: END OF TABLE TOTAL TABLE LENGTH = 176 MAXIMUM TABLE LENGTH = 500

USER AREA OF DELINQUENT MASTER FILE - DELQMST

The borrower's master file (DELQMST) contains 944 characters of space for user-defined data. This block of characters starts in character position 1057 and ends at character position 2000 (appendix E). All fields are in unpacked ASCII and are updated when update tape processing occurs (selection D). Appendix J contains a work table to help define the fields in the user area.

The type of data occupying this area may include, but is not limited to:

- Payment history
- Specific account financial data
- Account history

This area can have a unique definition for each account group (denoted by the first character of the account number in the range of 0 to 9) with the caution that like or same fields should occupy the same locations to facilitate updating and payment stacking.

COLLECTOR SCREENS

CCS permits the user to format (table 9-4) the terminal screens as viewed by the collectors, clerks, and supervisors. A screen description edit file (SCRNDESC) is provided with CCS (appendix K). The edit file is easily modified to allow the customer to include user-defined fields from the master file (DELQMST), as well as those in the standard system.

The screens are numbered according to the following screen number assignments:

- 10 to 19 - Borrower master screen (based up to 10 account groups)

TABLE 9-4. FORMAT FOR INPUT RECORDS TO SCRNDESC

Input	Columns	Description
First record	1 to 2 3 to 80	Screen number Comments
Next n records	1 to 2	Item line number
	3 to 4	Item column number (01 to 80)
	5 to 6	Length of field in bytes
	7 to 10	Starting position in file if applicable)
	11	Editing field type
	12 to 80	Constant screen field
	41 to 80	Comment (if not a constant field)
Last record	1 to 3	Constant 'END'
	4 to 80	Comments

- 20 to 29 - Financial data screen (based up to 10 account groups)
- 31 - Selection screen
- 33 - Borrower change screen
- 35 - Supervisor screen
- 40 to 89 - Message screens (supplied in standard release)
- 02 - Cosigner activity screen
- 94 - Cosigner (data from cosigner file)
- 04 - Cosigner screen (data from delinquent master file)

Figure 9-6 shows a screen layout form to aid in designing the screens. Each screen is 24 lines by 80 columns. The first 22 lines from the top are customer defined. Lines 23 and 24 are reserved for prompting and data input. After formatting the screen layout, the information required may be transferred to a screen coding form (figure 9-7).

The following guidelines should be considered when making changes to SCRNDESC:

- Any screen with a number less than 40 is preceded by a clear screen request.
- Any screen with a number greater than nine is prompted for input when the screen is displayed.
- The second digit of the borrower's master screen and the financial data screen must correspond to the first digit of the account number in the delinquent master file. This field is used to designate the different account types in the file.
- The message screens must not be changed.

The standard CCS system contains a screen description file (SCRNDESC) containing the basic screens (including one master screen and one financial data screen) required by the CCS system. Selection J from the maintenance menu prints this file. The information in this file may be changed using the system EDITOR.

NOTE

The record in SCRNDESC that describes the contents of an individual screen cannot exceed 1800 characters.

Table 9-4 defines the format for input records to SCRNDESC.

The editing fields used are as follows:

Number	Field
0	Constant screen field
1	Date in form mm/dd/yy

<u>Number</u>	<u>Field</u>
2	Alphanumeric in the file
3	Nine-digit dollar amount in form 9999999.99
4	Ten-digit phone number in the form 999/999-9999
5	Restricted usage to report collection activity
6	Social security number in the form 999-99-9999
7	Time of day in 24-hour time, hhmm
8	Constant screen field labeling, change screen item
9	Most recent collection activity

The contents of the edit file (SCNRDESC) are used to create the permanent file SCRNFIL. (Refer to appendix E for a complete description.) SCRNFIL contains information concerning a particular field on a screen. A report is generated listing the data processed to create each screen (appendix D).

When complete, selection K from the maintenance menu must be executed. This creates the screen file (SCRNFIL) that is used by CCS.

LETTERS

During collection activities, a collector may request a collection letter be sent to a customer. The body of this letter is user-defined. Appendix J contains a work table for designing the letter format. Letters are printed from a file called LTRFIL, which is built from an editor file called LTRDESC.

Refer to section 4 for a complete description of the records in this file.

REPORT GENERATOR

CCS report generator procedures allow the user to generate general reports based on data from the DELQMST file. The standard system includes a data element table file (RPTTBL) which contains all of the fields defined in the standard portion of the delinquent master file (DELQMST). If the customer utilizes the user-defined area in the DELQMST file, the fields should be reflected in the RPTTBL.

The report generator procedures allow the user to add, delete, or change records in RPTTBL. If selection P is executed, the updates are accomplished with field-by-field system prompting to the operator.

CAUTION

The keys of the records in the CCS RPTTBL file must begin with 'M'; this is used by the letter build routines.

DETAIL LIST REPORT - DTLLST

The detail list report (DTLLST) provided with the standard CCS is a one-page summary showing all fields contained in the master files. All of the standard fields of the master file are printed on the upper half of the report. Appendix D contains a sample layout of the basic list report as it appears in the standard system.

The Control Data field analyst and the user representative are responsible for layout of user-defined fields from the master file on the lower half of the report. When the layout is agreed upon, DTLLST must be recompiled with necessary corrections or additions. An editor file (SRDTLLST) is provided with the standard system. The analyst can use the text editor to make the required changes.

UPDATE TAPES

CCS accepts only specifically formatted tapes from the host accounts receivable system. Both the field analyst and the user representative are responsible for generating the tapes in the specified format. They must be on 9-track magnetic tape, each type on a separate tape. The tapes have variable length records with a maximum length of 1784 characters. The labeled format is the expected format with labels bypassed at execution. An option, implemented at installation time, is available for using unlabeled tapes.

NOTE

If unlabeled tapes are used as input to financial update (selection F of the daily cycle menu), the MOUNT instruction in procedure stream PRFDC006 must be changed.

These tapes must be unblocked (one record per block). The format, either ASCII or EBCDIC, must be selected at installation time. The standard system supports EBCDIC. If ASCII is required, the analyst must change the switch settings in the appropriate procedure streams (PRFDC004 and PRFDC005).

The three types of updates available with CCS are as follows:

- Complete update (blank code) or status update ('30x' code). These are accomplished by the program UPDATE.
- Nonfinancial updates ('4xx' code). Program UPD400 updates the field indicated by the value of xx.
- Financial updates (UPD500) are described in the following paragraphs.

Refer to section 3 for a complete description of these updates.

PAYMENT STACKING SUBROUTINE (CCSPYT)

To allow for stacking of payment history in the user-defined portion of the DELQMST file, the complete update program (UPDATE) performs an exit to an external subroutine (CCSPYT). (See '30x' series code in section 3.)

SCREEN: Borrower's Master

CCS SCREEN LAYOUT FORM
CHARACTER POSITION

1	NAME (M, 18))	ACCT. NO. (M, 2))
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
21				
22				
23				
24				

EXAMPLE:

1	NAME (M, 18))	ACCT. NO. (M, 2))
---	--------------	---	------------------	---

PROCEDURE WRITE LABEL DATA FOLLOWER BY (CCS MASTER FILE LOCATION)

INSERT SPACES AS APPROPRIATE

IN THE EXAMPLE, THE BORROWER NAME FIELD IS 30 CHARACTERS LONG THE AND ACCOUNT FIELD IS 16 CHARACTERS LONG

Figure 9-6. Screen Layout Form

Two parameters are supplied with this call to CCSPYT. They are the customer-user area from DELQMST and the customer-user area from the update tape. In addition to stacking payment history, this subroutine saves data from the master file by moving it from the master file update area to the tape area.

The basic CCS contains the CCSPYT subroutine that performs a jump back to the calling program.

This subroutine must be written by the field analyst and is based on the customer needs as defined in a QSS (quote for special software).

FINANCIAL UPDATE TAPE PROCESSING (UPD500)

The CCS allows for the processing of a transaction-coded financial update tape. The basic system contains a program (UPD500) that performs a successful termination of a procedure only if it is selected. (See selection F on the daily cycle menu.)

The field analyst is responsible for writing the UPD500 program if financial tape processing is required by the customer. Since the format and function are completely customer defined, a QSS (quote for special software) is required.

\$\$USERID FILE SETUP AND MAINTENANCE

The user ID file (\$\$USERID) contains all allowable user IDs for log-on purposes. (Refer to appendix E for a description of \$\$USERID.) The user cannot log on to a terminal unless a record exists in this file for the user ID entered on that terminal.

The work table in appendix J describes the standard CCS file and has entries for recording changes to the file via a maintenance routine. It also discusses the ability to restrict terminal capabilities to a particular program (for example, COLECT) by use of the REQUEST field.

\$\$USERID is an indexed file with the first ten characters as the key. The key is used in the maintenance procedure to add, update or delete records in the file. The maintenance routine facilitates updates of the file through UPD and DEL functions input from the system console.

To begin operation of the maintenance routine, the user must first log in at the master console with the USER ID of \$\$\$. Then the user enters the program name UIDMTN to the REQUEST = prompt.

In operation, the program prompts the operator for a function to be performed and verifies the validity of the function. Another prompt is made for the key to be processed. This prompt is done in two parts: the first for user ID, the second for port number.

On a UPD function, the file is checked to see if a record with that key is present. If it is, an update operation is performed. If the record is not present, an add operation is performed. For DEL function requests, the record must be present in the file.

The program displays on adds, updates of the key fields, and on edit prompts for entry of the request field. If the operation is an update, the current contents of the request field are displayed and changes can be made through the text editor.

TRANSACTION REPLAY

The CCS system provides a procedure for system recovery in the event of a catastrophic system failure. This procedure includes capturing data in the transaction file (TRANFL), which contains activities entered by collectors.

There is also an option provided for the availability of a secondary backup transaction file in case the primary transaction file (TRANFL) is inaccessible. This backup file (TRNBCK) is provided with the CCS system.

If the user decides to use the secondary backup transaction procedures, collection activities will be entered into this file, as well as in the primary file, and it will be available for additional backup. (Refer to section 10)

If the user decides not to use this option, the field analyst must delete this file (FN = TRNBCK) using the system utility. In addition, the analyst must remove the clear statement for this file from the procedure for selection L of the daily cycle menu. This procedure is PRFDC010. The analyst will use the system EDITOR to delete the line CLEAR, FN = TRNBCK.

SYSTEM ID DEFINITION

The user may change the data displayed as the system ID. This system ID appears as part of the autoloading and log-on message. It is 32 bytes long and may contain any valid character. It may be changed at any time by logging off CCS, performing a manual interrupt, and typing SYID. Refer to section 7, and figure 9-8.

NEWS

The news feature is described in section 7. The option is provided for collectors to display this file (NEWS) when they log on the system for their daily activities. The data in the file is customer-defined and must be input with the use of the system EDITOR by the operator before the collectors sign on for their daily collection activities.

READY MASTER AND BACKUP DISK PACKS

When the parameterization of the system is complete and the customer is ready to go on-line, the disk packs should be copied to a second set of disk packs. The copy-to packs should be designated as MASTER with the SAVE operation and physically labeled MASTER. The set of disk packs

which were used for installation and parameterization should be physically labeled BACKUP.

After the on-line operation, the MASTER packs (used for the on-line operation) should be copied to the disk packs (labeled BACKUP) and these backup packs should be designated BACKUP during the save operation. Refer to the Operator's/Collector's Guide.

```
mondyy      nmm:ss  
CDC CYBER 18 CCS SYSTEM VER 3.0  
A SAMPLE OF A SYSTEM ID MESSAGE  
TERMINAL = 01  
USERID=
```

Figure 9-8. Sample of the Messages Displayed During Log On



In the event of a catastrophic system failure (for example, head crash), a procedure called transaction replay is invoked. The transaction replay results in a data base with essentially the same structure as before the failure.

Transaction replay provides the capability of replaying those collector, clerk, and supervisor transactions made prior to the failure against a backup disk system.

OPERATION

The basic philosophy behind transaction replay is to duplicate the update function of program COLECT, using program TRNPLY, and restore copies of the system. The steps required to do this are as follows:

- Save (on tape) the transaction file (TRANFL) or, if used, the secondary transaction file (TRNBCK) from the damaged system. Perform this by using the system utility LIST function.
- Restore the system packs by copying the backup packs that were saved prior to the work session.
- Restore the saved transaction file from tape onto the new system packs. If the secondary transaction file is used, the transactions must be loaded into TRNBCK as well as into TRANFL. This is done using the system utility LOAD function.

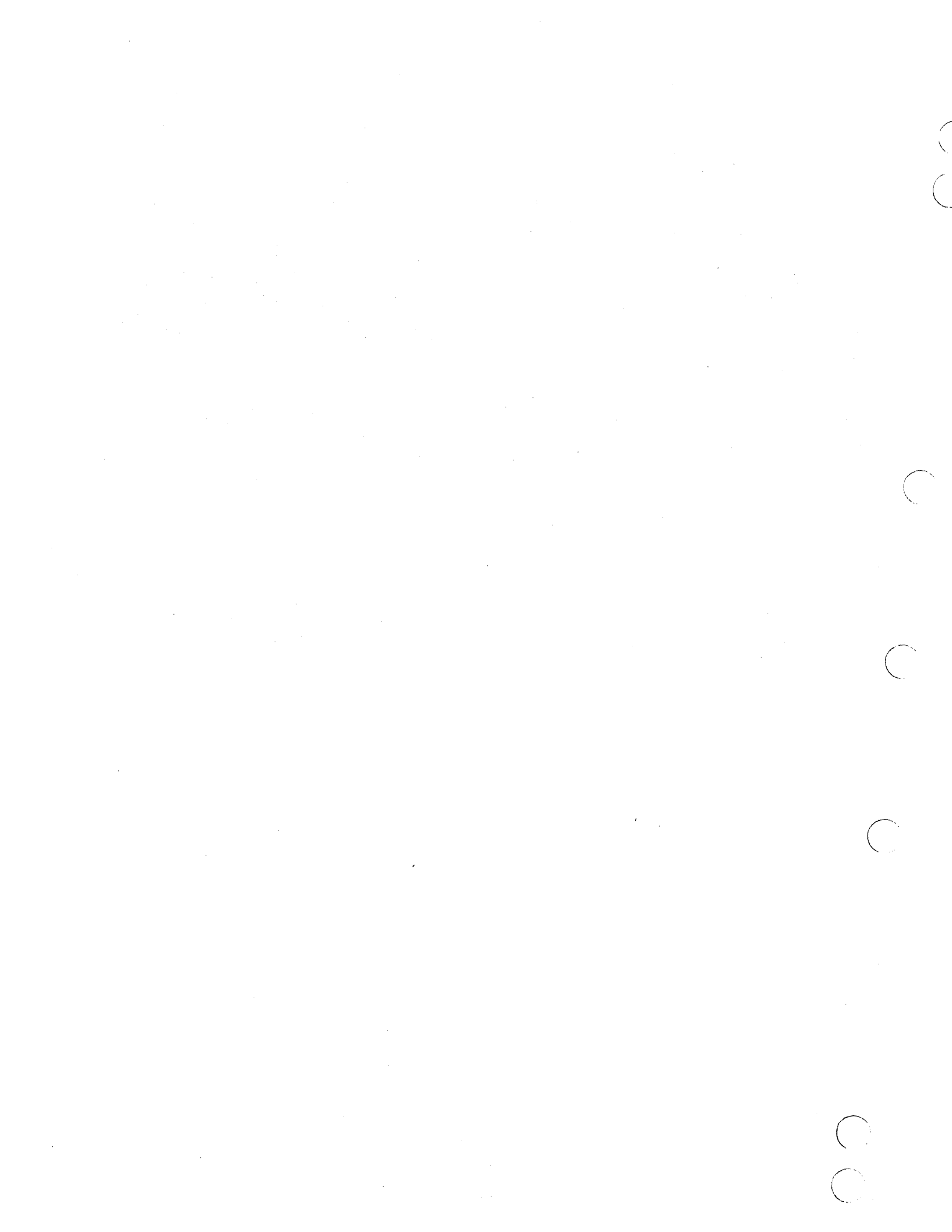
- Execute replay program, TRNPLY.

If the cause of the system failure was a head crash, the assumption is made that the disk containing the transaction file (normally on SYSVOL) was not damaged. If this is not the case, the transaction file cannot be accessed and if the backup file is not available, the replay cannot be accomplished. Since there is no way to predict where, within the system, a failure is most likely to occur, an all encompassing menu selection procedure cannot be developed. It is recommended that an analyst be available to determine what steps in the replay procedure need be executed.

Before any attempt at transaction replay is made, the problem that caused the system failure should be corrected. Backup packs and a scratch tape MUST be available.

When transaction replay is complete, the day's input by the clerk, collectors, or supervisor has been restored except for any UH or DL requests which were entered by the supervisor. These requests must be re-entered.

Any menu selections which were made by the operator on the day of the catastrophic system failure must be re-selected. If any files have been updated or changed by use of the text editor, they must be re-entered.



The Legal and Agency (LA) extension of the CYBER Credit System (CCS) concerns the accounts on which collection efforts through CCS have been unsuccessful in curing delinquency. When accounts have been delinquent for an excessive length of time (usually 120-180 days), they are termed 'written-off' in the CCS system and the collection department seeks alternative methods of collection.

These alternative methods may include passing the account to a collection agency for additional collection effort, or assigning the account to an outside attorney to initiate legal action against the borrower. When either of these alternatives is utilized, CCS is no longer directly involved with the account and any follow-up on the part of the original collection department must be completed manually.

The Legal and Agency System is designed to relieve these manual efforts by tracking and reporting the activities of the extended collection efforts. In addition, the LA system records the expenses involved, such as court costs and attorney fees. Where these costs are recoverable, the capability exists to apply the cost to the account balance due. A facility is also provided to determine performance effectiveness of attorneys and agencies.

NOTE

Certain terminology which relates to the Legal and Agency system will be used frequently in the following document. For ease in understanding, a definition of terms is listed in the glossary.

To create the LA system, the CCS system has been:

- Minaturized - only the written-off accounts from the CCS system are moved to the LA system.
- Duplicated - all the features and functions available to the CCS user have been retained for the LA user.
- Extended - additional features (on-line financial updates) and reports (direct payment by borrower) have been added to reflect the extended collection effort of clients.

The main difference between a CCS system and an LA system is that the CCS collection department actively participates in the collection process; in the LA system, the collection department monitors the account as it is being "worked" by others.

The CCS and LA procedures reside on the same system. It is important that the user be aware that any action taken affects both systems. For example, if the operator stops CCS at the master terminal, both the CCS and LA collectors must be off-line. If a transaction replay is required, both the CCS TRANSFL and LA LATRANFL must be listed to tape, loaded onto the backup system, and both the CCS transaction replay (TRNPLY) and the LA transaction replay (LTRPLY) procedures must be executed.

FEATURES

All of the features and functions available in CCS are also available in LA. These include:

- On-line account availability - The ability of the system to present LA accounts to the user in a prioritized sequence, provide account number and name search capabilities, and display account information with meaningful screen formatting is provided.
- Update capability - Complete update, on-line nonfinancial updates, and batch updates of financial data have been retained.
- History processing - The capability to relieve (purge) the LA data base of inactive accounts and the ability to retrieve these accounts should the need arise are included.
- Reporting capabilities - These include all the standard reports available to CCS.
- The ability to produce customer designed reports by executing the report generator routines is found in the LA system.
- File maintenance - The LA system contains duplicates of all the files used by CCS. These files may or may not have the same parameters.

In addition, the LA system includes unique features designed for tracking the extended collection efforts. Some of these features are:

- A master client file (LACLIENT). There is a record in this file for every agency, attorney, or in-house collection department that may be involved in the LA extended collection efforts. The first two characters of the client number identify the type of collection method the client represents. Performance statistics are maintained in this file for use by performance evaluation reporting modules.

- Interactive creating, updating, and deleting of records in the client (attorney or agency) master file by the execution of a selection from the LA file maintenance menu.
- The creation of the LA delinquent master file by extracting records from the CCS delinquent master file. The criteria for selecting a record to be extracted is a status of written-off. If other selection criteria is required by the user, the extract program (SFLAXTRT) can be modified by the field analyst to incorporate this criteria.
- The retention of the complete update process. This process will add records to the LA master file directly from the host AR system without them first being moved to the CCS system. This feature would be used for accounts which have not necessarily been delinquent, but which require legal action for collection. An example of this type of situation might be the death of a borrower whose account includes no cosigners. In order to recover the balance owing, legal action might be instituted against the estate of the borrower.
- The enhancement of update capabilities to include on-line financial updates. A payment entry screen is available to enable on-line input of financial data required by the LA system, but not available through the CCS update process or not obtainable from the host AR system.
- A client referral list report, produced as a byproduct of the extract process that creates the LA delinquent master file. This report provides an audit track of the movement of accounts from CCS to LA. The contents of the report may be customer-defined. The information in this report may be useful to the client working the account.
- The availability of five reports containing information exclusive to the extended collection activity. These are the complete payment report, direct (borrower-to-host) payment report, client inventory report (printed in order by account number), and a recovery analysis report. The direct payment report is printed one client per page, allowing separation and transmission of copies to the client for recording payments of borrowers.

ON-LINE PROCESSING

The on-line capabilities of the LA system are provided by the program LEGAL (a renamed version of the CCS COLECT program) which retains all of the functions and features of COLECT. Refer to section 2 for the operation of CCS on-line activities.

The same NEWS feature options, with the entry of LA to the user ID prompt during log-on, are available as described in section 2. This NEWS may be a file unique to LA (owner ID of LA). If no NEWS file is defined on the system with an owner ID of LA, the system will display the contents of the CCS NEWS file (if the NEWS option is selected).

When the LEGAL option is selected (with or without NEWS), the LA system will display the selection screen. Refer to appendix M for a samples of LA screens.

This screen provides all the selections available in CCS. An additional selection is available: P = PAYMENT ENTRY. A response of P to the prompt will display the LA payment entry screen and allow the financial data required by LA to be input on-line.

Several functions are available from the payment entry screens.

- AD - Add a new item. The prompt is: ADD - PLEASE ENTER ACCOUNT #, LEGAL AGENCY #, TYPE, DATE, AMOUNT, - (IF CREDIT)

NOTE

The following codes identify TYPE of payments possible in an LA system.

- 01 Direct payment (from borrower to host AR system)
- 02 Indirect payment (from borrower to client to host AR system)
- 03 Nonrecoverable court costs - cannot be charged to the delinquent account
- 04 Recoverable court costs - can be charged to the delinquent account
- 05 Fee or commission - charged by attorney or collection agency

- CH - Change an item previously entered. The prompt is: CHANGE - PLEASE ENTER ITEM #, ACCT #, LGL/AGY #, TYPE, DATE, AMOUNT, - (IF CREDIT)
- DT - Delete an item previously entered. The prompt is: DELETE - PLEASE ENTER THE ITEM # TO BE DELETED

NOTE

An item that has been deleted must not be used in a subsequent CH function.

- RT - Review transactions that have been entered. The prompt is: REVIEW - ENTER A VALID FUNCTION OR (CR) TO VIEW ADDITIONAL ENTRIES A maximum of six payment entry screens is available with 15 items on each screen, for a total of 90 financial update items. The RT function displays these screens, in order, with repeated entries of carriage return, and displays the appropriate prompt after the entry of a valid function.

- SB - Statement balance screen is displayed (refer to figure 11-1). This screen contains the total number of items entered minus the number of items deleted, as well as a summary by type of the amounts entered. It is provided to aid in verifying that the items have been entered correctly. The functions available from this screen are:

RT - Review the last payment entry screen and continue entering items.

OK - Okay. The session is complete and the items are correct. The items will be recorded in the transaction file and the selection screen is displayed.

AB - Abort. The session is complete but the items are not correct. The items are not recorded in the transaction file and the selection screen is displayed.

The financial data items entered on the payment entry screen are not applied to the accounts until the daily cycle update process has been executed. Therefore, they are not immediately reflected in the customer files, on the screens, or in the reports printed.

Since the collection department will not be working the accounts, the LA system will have relatively little on-line activity (compared to CCS). In addition to payment entry (described above), the identifiable on-line activities include:

- An update of nonfinancial data via a change screen.
- The assignment and reassignment of accounts to or from clients (attorneys and agencies). This is accomplished via the supervisor change screen and is unique to the LA system.

- A generation of letters to borrowers or cosigners, as in CCS.
- The entry of comments (permanent or related to an activity) which would be useful in the LA tracking and collection effort.
- A request for the referral list report. This report summarizes account information and identifies the client handling that account. As an option, the system may be parameterized to produce this report (instead of the detail list report) as a result of a supervisor DL request.

DAILY CYCLE PROCEDURES (LD MENU)

The daily cycle procedures are comprised of a series of processes which apply the daily activities of the LA collectors (accumulated in the transaction file LATRANFL) to the related files and produce related reports.

The LA daily cycle procedures remain essentially the same as CCS. Refer to section 3 for a discussion of the CCS daily cycle procedures.

COMPLETE UPDATE - SELECTION D

The purpose of the complete update process from the AR system (selection D) is to allow previously nondelinquent accounts to be transferred from the host AR system directly to the LA system.

NON-FINANCIAL UPDATE - SELECTION E

The nonfinancial update (selection E) remains unchanged from CCS.

STATEMENT BALANCE		
TOTAL ITEMS ENTERED = 90		
TYPE NO.	TYPE TRANSACTION	TOTAL AMOUNT
01	DIRECT	242.11
02	INDIRECT	431.05
03	NON-RECOVERABLE COURT COSTS	207.24
04	RECOVERABLE COURT COSTS	15.13
05	FEES	131.00
ENTER	OK TO ACCEPT DATA-UPDATE RECORDS	
	RT TO REVIEW TRANSACTIONS	
	AB TO ABORT ROUTINE-NO UPDATE	

Figure 11-1. Statement Balance Screen

DELINQUENT RECORD CONTENT - SELECTION G AND H

These procedures may be modified to produce the client referral list instead of the delinquent record content report. This client referral list is a one-page per account list found in the LA master file. It contains information concerning the client assigned to collect that account. The field analyst may modify this report to include customer-defined information. The source program for the LA delinquent record content report (SRLDTLST) is also available for modification.

NIGHTLY (BATCH) UPDATE - SELECTION N

The financial update operation in the LA system is a deviation from the standard CCS system. A QSS request is necessary to provide this feature for CCS users. It exists as a standard feature for an LA user.

The updates processed by these procedures may come from three sources:

- A tape from the host AR, if that system is capable of distinguishing between direct/indirect payments and recoverable/nonrecoverable court costs. Refer to appendix Q for the format of this tape. Selection F must be executed to re-format these transactions to resemble the records in the transaction file (LATRANFL) and stores them in a temporary transaction file (LAFILTMP).
- An on-line supervisor's request for assignment or reassignment of clients to master file records. (This is not a financial update but is processed as part of this selection.)
- An on-line input by collectors using the payment entry screen. These transactions are stored in LATRANFL and this file is reformatted and sorted into the transaction file LATRNSFL by executing selection L.

Selection N (nightly batch update), which must be run when the collectors are off-line, performs the following operations:

NOTE

Selection F must be executed before this selection if a tape from the host AR system is to be processed.

- Merges the two transaction files (LAFILTMP and LATRNSFL) into one transaction file (LAFINTRN).
- Updates both the LA master file (LADLQMST) and the LA client file (LACLIENT).
- Indicates a client assignment transaction (on-line supervisor request) with a 0261 in positions 29-32. Current client data (in the account master record) is moved to the previous client fields and the new client becomes the current client. The system date is used as the assignment date. The client file is read to obtain the new data.

- Indicates financial updates with a 03 in positions 29-30. Payments (direct or indirect) reduce the total payoff and the amount delinquent. Recoverable court costs increase the total payoff. Nonrecoverable court costs and fees/commissions will not be reflected in the account master file but will be noted in the client record. Only the standard portions of the LA delinquent master record are updated by the selection. Any other updating required by the customer must be supplied by a QSS.
- Writes all processed transactions to a cumulative file (LAPMTFIL) which is used by the audit track report program. This report is produced during the execution of this procedure.

FINANCIAL UPDATE - SELECTION F

Selection F transforms the financial update tape developed on the host AR system into the format of the transaction file (LATRANFL). These records are stored in a temporary file (LAFILTMP) and are input in the nightly batch update, selection N.

EXTRACTION PROCESS - SELECTION O

The Legal and Agency delinquent master file (LADLQMST) consists of records extracted from the CCS delinquent master file (DELQMST). When records in the CCS file have been assigned the status code of W (written-off), they are candidates for extraction to the LA file. The customer may define other conditions for extraction requirements.

This selection should be executed at customer-defined intervals. It will read the CCS delinquent master file and merge the selected records into the LA delinquent master file. The status of these records in the LA file is changed to blank (active).

The format and content of bytes 1 through 1056 of the two master files are identical. These bytes are copied from the CCS file to the LA file. Bytes 1057 through 1062 of the LA master file contain the system date indicating the date the record was transferred to the LA system. Bytes 1063 through 1071 (balance due to LA) is updated with the current balance during this extraction process. Bytes 1072 through 1385 will be updated from data in the client file (LACLIENT) by the nightly batch update process (selection N of the daily cycle menu). The remaining 614 bytes are customer-defined. Refer to appendix P for a description of the LA master file.

Accounts which have been extracted will not be removed from the CCS master file, but will be flagged 'LA' in position 1055 through 1056 to indicate they are currently in the LA system. The account will then cycle out of the CCS system through normal history operations.

During the extract process, a client referral list is produced. This list can serve as an audit track of account movement from CCS to LA. The report, as it is produced during this procedure, contains information on the borrower-employment, days delinquent, permanent comments, and so forth. The customer may elect to include additional information.

Accounts are not assigned (referred) to a client by this extraction process. The actual assignment is accomplished via the supervisor change screen.

The client referral list is provided as an aid to the supervisor in defining the information required for these requests. The information concerning the client is left blank when the report is printed during this extraction process.

Appendix O contains a sample of the client referral list produced by the execution of this selection.

FILE MAINTENANCE PROCEDURES (LM MENU)

The LA maintenance menu, with all of its associated processes, is the same as described for CCS. Refer to section 4.

The LA system contains all of the files with identical formats contained in the CCS system. These duplicates have been renamed with an LA prefix. Thus, ACTFIL in CCS becomes LAACTFIL in LA. Refer to appendix T for a CCS/LA cross-reference of file names. If the LA system is parameterized to function the same as the CCS system, any changes made to a CCS file must also be made to its LA counterpart by executing the related selections on the LM Menu.

In addition to these files, the LA system contains a file unique to attorney/agency collection processes. This file is the LA client file (LACLIENT). It contains attorney and/or agency (client) contact information such as name, address, contact name (the person in the agency responsible for the collection effort), and historical effectiveness statistics. These statistics include the number of accounts paid-in-full and the number of accounts closed. These statistics are accumulated by month, and the file contains 12 months of data. The financial fields in this file are updated during the daily cycle nightly batch update process. Refer to appendix Q for a description of this file.

CLIENT FILE MAINTENANCE - SELECTION S

Selection S of the file maintenance menu provides an interactive capability of creating records in the client file changing the nonfinancial information in this file, and inactivating records. These inactive records were removed from the client file during the history processes. Refer to appendix M for samples of the screens displayed during execution of selection S.

Three functions are available during the execution of the client file routines. These are:

- CS - Return to the client file selection screen.
- CC - Display the client file change screen.
- CF - Display the selected client's financial information screen. This screen contains 12 months of financial activity - individually by month and collectively as a 12-month summary.

Two methods of changing data on the change screen are available. By entering XX, change (XX = line number, change = new data) and pressing (CR), line items can be changed in any order. By pressing (CR) twice, the cursor will be positioned either at the next sequential line (and the new data may be entered followed by a (CR)), or at the bottom line, ready for the next change item or next function.

A, (NAME) Option

When a selection is made, the system displays the client file selection screen. If the first option is selected (A, (NAME)), the system will search the client file for that name and display a screen listing all the accounts that match the name entered. If the operator selects one of the accounts on the list, the client change screen will be displayed.

N, (#) Option

If the second option is selected and an account exists in the file for the number entered, that client change screen will be displayed.

If no account exists in the file for the number entered, the assumption is made that a new client record is to be created and the message * NEW CLIENT is displayed. The operator is given the option of entering a function or (CR) to return to the selection screen (no record is created).

If the CC function is selected, the client change screen is displayed and the operator may create a record in the file using the change data methods.

If the CF function is selected, the financial data screen is displayed with blank information.

S, (#) OPTION

The third option of the client file selection screen provides for inquiry and change of the status of records in the client file. If selected, a screen is displayed with the current status and the option is provided for changing this status or returning to the client file selection screen.

If the status is changed to inactive, the system date is stored in the "contact" field in the client file record. This date, plus the customer-defined number of additional days (in the LACL record of the LAUTIFIL described under LA parameterization in this section) determines if the account will be purged from the file during the history processing.

NOTE

The status of these records must not be changed without a supervisor request.

ON-DEMAND REPORT PROCEDURES (LO MENU)

The report capabilities of CCS (including the report generation capability (selection K)) remain intact within the LA system.

DELINQUENT RECORD CONTENT - SELECTIONS A AND B

Selections A and B may be modified by the field analyst to print the client referral report instead of the delinquent record content report. The client referral report is similar to the detail list report but contains only those fields deemed relevant by the customer for referral processing. The standard report supplied by the system may be modified (program SFLARPRT).

Three selections have been added to the menu to produce reports unique to the LA system. These are:

- N - Complete payment, direct payment statement reports
- O - Inventory report by client type, and customer
- P - Recovery analysis report

Samples of these reports are included in appendix O.

Complete and Direct Payment Statements - Selection N

This selection produces two reports - complete payment and direct payment.

The payment file (LAPMTFIL) is produced by the nightly batch update process (selection N of the LA daily cycle menu). This file is sorted by client number for this report. The borrower name and balance due are retrieved from the LA master file (LADLQMST).

NOTE

It is suggested that this report be executed monthly. LAPMTFIL is cleared when the printing is complete; therefore, this selection must be executed only by supervisor request.

The complete payment statement contains a list of all payments (direct and indirect) made by the borrower since this procedure was last executed.

The direct payment statement contains a list of all direct payments made by the borrower since the procedure was last executed. This report is generated by client number with information concerning each client on a separate page. The report may be separated and sent to individual clients.

Inventory Reports - Selection O

Selection O produces a client inventory report by borrower account number, and a client inventory report by client type. This client type is defined in the LACL parameter of the LA utility file (LAUTIFIL). Refer to LA parameterization in this section for a discussion of client types.

Both of these reports contain a one-line summary for each active account in the LA master file, and may be executed as often as needed.

Recovery Analysis - Selection P

The recovery analysis is a one-page per client report showing the number of active accounts assigned to that client with dollar volume, accounts collected, accounts closed, and fees and court costs incurred to date. This report shows the last 12 months of activities individually by month and collectively as a 12-month summary of totals.

HISTORY PROCEDURES (LH MENU)

The LA history processes function exactly as do those of the CCS. They allow the LA data base to be purged of inactive accounts. Refer to section 6 for a discussion of the CCS history procedures. The user will be required to maintain separate LA and CCS history tape libraries.

PURGE CLIENT FILE - SELECTION F

The client file unique to LA (LACLIENT) must also be periodically purged of inactive accounts. The records in this file become inactive as a result of supervisor input while executing selection S of the file maintenance menu.

If the record is inactive XXX number of days (where XXX is customer-defined in the LACL parameter of the LA utility file (LAUTIFIL)), it will be purged from the file during execution of this selection. A one-page per client report titled 'Client Purge Report' is printed as an audit track of the movement of accounts out of the LA system.

OPERATING EXECUTIVE/UTILITIES

The LA system does not have its own operating executive/utilities, but operates under those described for CCS. In order to access the files in the LA system, the user ID of LA must be entered when logging onto the system.

SYSTEM INSTALLATION

The LA system installation is accomplished in conjunction with the CCS system installation. It is at this time that the hardware requirements are determined.

INSTALLATION MATERIALS

- Legal and agency system install tape
- UPDATE write-off 10 accounts tape
- LUD500 first financial update tape
- LUD500 second financial update tape

INSTALLATION PROCEDURE

Refer to the Installation Test Kit Manual for detailed instructions for installing an LA system.

SYSTEM PARAMETERIZATION

The LA system (as in CCS) is designed to allow extensive customer flexibility and parameterization. The parameterization options in the LA system are the same as those in CCS. If the LA system (on-line activities and menu selections) are to function exactly as those in the CCS system, the identical parameterization done on the CCS files must be performed on the LA files. This is a customer option and is restricted only by the reduced size of the customer-defined area of the LA master file. Refer to section 9 for the requirements of parameterizing a CCS system. All files and programs used in this process have been modified to access the renamed files and the work tables remain the same.

In addition, the analyst must include those requirements unique to the LA system.

LA DELINQUENT MASTER FILE (LADLQMST)

The LA master file is created by an extract process (selection O of the LA daily cycle menu). The standard extract program (LAXTRT), provided with the system, selects records from the CCS master file when the status code (position 306) equals W, indicating the account has been written-off. If the customer requires additional criteria to be used for this extract process, the field analyst must modify the program to include these parameters.

A FORTRAN source program (SFLAXTRT) is provided with the system and must be installed in the program library (if modified) with the name LAXTRT.

USER AREA OF LA DELINQUENT MASTER FILE

The standard portion (bytes 1 through 1056) of the LA master file remains unchanged from CCS. The extract program (LAXTRT) will copy this data to the LA master file.

Bytes 1057 through 1062 contain the date the account entered the LA system (system date the extract program was executed). Bytes 1063 through 1071 contain the balance due to LA (the extract program inserts the current balance). Both of these fields are built during the extract process.

Bytes 1072 through 1385 contain information required by the LA system. These fields are updated with information from the LA client file during the nightly batch update (selection N of the daily cycle menu).

The remaining portion (bytes 1386 through 2000) may contain customer-defined information.

UPDATE TAPES

Updates of the standard and LA required portions of the LA master file (both financial and nonfinancial) are standard features of the LA system and require no customer modification.

The standard system supports EBCDIC tapes. If the input tapes are ASCII, the switch settings in PRFLD004, PRFLD005, and PRFLD006 must be modified. Refer to section 3 for a discussion of the switch settings used in the update procedures. In addition, the financial update procedure (PRFLD006) will process labeled tapes. If the input tapes are unlabeled, the FTAPE,B,P statement must be modified to read FTAPE,,P.

A QSS is required to develop a separate mechanism for updating the customer-defined fields in the LA master file.

LA CLIENT FILE (LACLIENT)

This file contains a record for each client (attorney/agency) involved in the collection of accounts in the LA system. Each account in the LA delinquent master file (LADLQMST) is assigned to one of these clients. This assignment (or reassignment) is accomplished via the supervisor change screen and it must be the first item on that screen.

The key to the client file is the client number which is the first four characters of each record. The first two characters of this client number comprise a code and are used by the reporting modules to define the type of collection the client represents. Refer to the UTILITY file description for a further description of this client number.

Records in this file are created, changed, or inactivated by executing selection S of the file maintenance menu.

UTILITY FILE (LAUTIFIL)

If the on-line activities and menu selections are to operate in the LA system as they do in CCS, the same data must be entered in the utility file record in LA and in the CCS utility file.

The customer may wish to change the header information (records HDR1, HDR2 and HDR3) which appears on each report produced by the LA system.

Six additional records are required for processing that are unique to the LA system. These are:

- LACL --, --, --, --, --, --, nnn.
- LAC1 -----
- LAC2
- LAC3
- LAC4
- LAC5

The LACL record contains five 2-character codes designating client type. These correspond to the first two characters of the client number (part of the key of client master file). The first of these codes relates to the LAC1

record, the second to the LAC2 record, and so forth. The LAC1-5 records contain 30-character descriptions of the five different client types. These 30-character descriptions are printed by the inventory reporting modules to define the type of agency that has been assigned to collect the account. Any 2-character prefix in the client number that does not have an identical code defined in the LACL record will be assigned a miscellaneous description on the reports printed. See figure 11-2 for samples of the LACL and related LAC1 through LAC5 records in this utility file.

The nnn parameter in the LACL record contains the number of days an inactive account will remain on the LACLIENT file before being removed to history. Selection S of the LA file maintenance menu allows interactive changing of the status codes to active or inactive. The account will be removed by executing selection F on the LA history menu.

ACTIVITY VERIFICATION TABLE (LAAVMDSC)

Activity verification table processes are unchanged from those described in CCS. The function codes, used by the on-line program (LEGAL) and the client file maintenance routine, are not restricted from use as valid action or result codes in the collector activities.

DAILY ASSIGNMENT CREATION (LDACRT) AND DECISION TABLE (LADECTBL)

The decision table capabilities and procedures are unchanged from CCS and may or may not be structured with the same queue and/or priority assignment of accounts to collectors. A FORTRAN source program

```

KEY DATA
HDR1 LEGAL AGENCY SYSTEM
HDR2VERSION3.0
HDR3SYSTEM VERIFICATION
RSW1R010,S015,W005
ACTCTHTB**
RESCLMBZNH**
SALCMR      MRS      MISS
DALTO30,0869=040
SMTHR006,S006,W006
SMTM012
UPDY015
OLPMRLO6,P02,C31,NAY
RPTG RPT007RPT006
LTRF2COLLECTION DEPT.
LTR101020304**
LTR2
LACL,LG,AA,00,--,--,030
LAC1OUTSIDE COLLECTION AGENCIES
LAC2LEGAL FIRMS
LAC3IN-HOUSE COLLECTION DEPTS
LAC4
LAC5
0001SUPERVISOR  3          2 2133,0869,ALL
0002COLLECTOR   2          100010869
0003CLERICAL    1          000010869,ALL

```

Figure 11-2. LAUTIFIL Information

(SFLDACRT) is provided with the standard system. The field analyst may modify this program and install it as LDACRT.

COLLECTOR SCREENS (LASCNDSC, LASCNFIL)

The LA system contains a screen description file (LASCNDSC) which includes all the screens available to the LA on-line procedures. The records in this file are identical to the CCS counterpart with the exception that the maximum number of characters per screen is 2000. These screens may be modified and re-formatted to suit the customer requirements as described in section 9.

NOTE

If the supervisor change screen is modified, care should be taken to assure that the reassignment of accounts to or from clients remains the first item on the screen.

In addition, screens are provided for unique LA processes. These include the payment entry, statement balance, client change, and the client financial screens.

NOTE

These screens must not be modified. Refer to appendix M for samples of those screens unique to LA.

LETTERS (LALTRDSC, LALTRFIL)

The ability to define or request standard form letters remains the same on the LA system as on the CCS system.

REPORT GENERATOR

The standard report generator data element table has been expanded to include the additional LA fields in the LA master file. Therefore, these fields are available for use in reports generated by these routines. If the customer wishes to generate reports or letter printing using fields in the user-defined area of the master file, records must be built in the data element table for these fields.

CAUTION

The keys of the records built in the LARPTTBL file must begin with the characters 'L' or 'M'; these are used by the letter build routine.

DETAIL LIST REPORT (LDTLST)

The detail list report in CCS, which contains all of the fields for each record in the standard area of the CCS master file, is also available in the LA system (it will read the LA master file). It may be modified to include customer-defined fields in the LA master file. An RPG source program (SRLDTLST) is provided with the standard system. The field analyst may modify this program to

include the extra fields and install it as LDTLST. However, this report may not be very useful in the collection effort. Therefore, a client referral list report is provided. The standard area of this report contains information pertaining to the account balance and client information. The rest of the report may be modified to include user-defined information. An RPG source file (SRLARPR) is provided with the standard system. This may be modified by the field analyst and installed with the name LARPR.

In addition, the procedure streams executed by selections G and H of the daily cycle menu (PRFLD007 and PRFLD008) and selections A and B of the on-demand report menu (PRFL0001 and PRFL0002) may be changed to print the client referral list instead of the detail list report. The system EDITOR is used to make these changes.

\$\$USERID

This file is not unique to the LA system. The same file (with a \$\$ owner ID) is used for both the CCS and LA user IDs.

The clerks, collectors and supervisors who will be using the on-line activities should set up the system to automatically execute the program LEGAL.

TRANSACTION REPLAY

This feature is available exactly as described in section 9. The standard transaction file for the LA system is LATRANFL and the backup transaction file is LATRNBACK. If the customer decides not to retain the optional backup file, the analyst must remove the CLEAR, FN=LATRNBACK from the procedure stream PRFLD010 with the use of the system EDITOR, and delete the file using the system UTILITY.

SYSTEM ID DEFINITION

The user may change the data displayed as the system ID. This system ID appears as part of the autoloading and log-on messages. It is 32 bytes long and may contain any valid character. It may be changed at any time by logging off CCS, performing a manual interrupt and typing SYID. Refer to section 7, and figure 11-3.

```
mondyy          hhmm:ss
CDC CYBER 18    CCS SYSTEM VER 3.0
A SAMPLE OF A SYSTEM ID MESSAGE
TERMINAL = 01
USERID.=
```

Figure 11-3. Sample of the Messages Displayed During Log On

NEWS (NEWS)

The NEWS feature of the LA system functions exactly as it does for CCS. When a collector logs on the LA system, the option is given of displaying a NEWS file containing items of interest to the collector. An editor file NEWS with an owner ID of LA is provided with the standard system.

If the user decides not to use the LA NEWS option, the analyst must use the system UTILITY to delete the file. In this case, the CCS NEWS file will be displayed to a collector logging onto the system (if the option to display NEWS is chosen).

READY MASTER AND BACKUP PROCEDURES

The same procedures must be executed as described in section 9. This is necessary to provide the correct backup procedures.

SYSTEM RECOVERY

Transaction replay is the recovery methodology and remains the same as described in section 10.

OPERATION

Two additional steps are required to recover a CCS/LA system replay. All of the steps required are as follows:

- List to tape the CCS transaction file (TRANFL). If that file is unavailable, and the backup file is used, list that backup transaction file (TRNBCK) to tape.
- List to tape the LA transaction file (LATRANFL). If that file is unavailable, and the LA backup file is used, list that backup transaction file (LATRNBACK) to tape.
- Restore the system by copying the backup packs that were saved prior to the work session.
- Load the CCS transaction file (TRANFL) onto the new system. If the backup file (TRNBCK) is used, it must also be loaded.
- Execute the replay program for CCS: TRNPLY.
- Load the LA transaction file (LATRANFL) onto the new system. If the backup file (LATRNBACK) is used, it must also be loaded.
- Execute the replay program for LA: LTRPLY.

When the transaction replay is complete, the day's input by the clerks, collectors, or supervisors has been restored, except any UH or DL requests which were made by the supervisors. These must be re-entered.

Any menu selections (including client file maintenance) which were made by the operator the day of the failure must be re-executed. If any files have been updated or changed by the use of the text editor, they must be re-entered.



ACCOUNT GROUP

The general classification code used in categorizing accounts (that is, installment loan, ready credit, credit card, and so on). Groupings are represented by a numeric character (0 through 9) used as the most significant character of the account number.

ACCOUNT NUMBER

The 16-byte account identifier used to provide account access and uniqueness. The account number is comprised of the 1-byte numeric account group and 15-byte alphanumeric customer number used by the host A/R system within each group.

NOTE

The customer number entering the CCS system must be 15 characters in length. If the customer number used by the host A/R system is less than 15 characters, it must be left-justified and right-filled with blanks.

ACCOUNT REVIEW CODE

Code to restrict review of an account to a supervisor. If nonblank, only a supervisor can review this account. Designed to appear on user change screen.

ACCOUNT STATUS

Refer to status code.

ACCOUNT TYPE CODE/PRODUCT TYPE

Customer-defined field used to identify product or type of account.

ACTION CODE

The two-character code used by collectors to abbreviate the function performed on the account, such as TH (telephone home), TB (telephone business), or LO (letter only).

ACTIVE ACCOUNT

A delinquent account considered collectible by the organization using CCS. An account on which the collector is still performing collection activities.

ACTIVITY

The string of information indicating a specific processing of an account by a collector. An activity has the following information directly associated with it: action, result, letter, next contact, and comment. Indirectly, each activity has the activity date and the collector ID associated with it. Information saved in the activity file is action, result, letter, activity date, collector ID, and comment.

ACTIVITY SEQUENCE

Refer to activity.

ACTIVITY VERIFICATION TABLE

The matrix used by program, COLECT, to validate action codes, result codes, and the requirements for letters, comments, and next contact dates. A CCS maintenance routine is provided for table creation.

AMOUNT DELINQUENT

The monetary amount that an account is in arrears. This value IS NOT calculated by CCS, but is updated from the host system. Within CCS the field is displayed, reported, and totaled.

ARCHIVE HISTORY

A complete record of all accounts that are inactive. These records are on tape files. Disk files contain indexes into the tape files.

AUTOMATIC MODE

A feature of CCS program COLECT, used to present accounts to collectors in an optimal order.

BATCH

A subsystem within the CCS operating system which handles the processing of all background or user application programs.

BORROWER CHANGE SCREEN

The screen available through COLECT that displays primary nonfinancial information that a collector may modify. For instance, borrower address lines, additional account number, and borrower telephone number. A particular CCS may have only one borrower change screen.

BORROWER'S SALUTATION CODE

Value used to index 'SALC' record on UTFIL. Allows Mr., Mrs., etc. to appear on letters.

CCS

The Credit Collection System, offered by Control Data Corporation on the CYBER 18 computer system.

CHANGE FUNCTIONS

The actual codes that allow a collector to modify items on a change screen. These are comprised of a number followed by the new value.

CHANGE SCREEN

Refer to BORROWER CHANGE SCREEN.

CLERICAL PERSONNEL

On-line users restricted to entering changes via the borrower change screen and the cosigner screen only. Clerical personnel do not have access to the supervisor, master, activity or financial screens, and may not enter activities.

CLIENT

Any attorney, law firm, collection agency or other third party to whom a fee is paid for assistance in difficult account collection efforts. (Acting as a client on behalf of the originating collection department).

COLECT

The CCS on-line program controlling the use of the system by collectors, collector supervisors, and clerical personnel.

COLLECTOR

The account representative responsible for determining the reason for account delinquency, and returning the account to a satisfied or released status.

COLLECTOR CHANGES

The changes input by collector and clerical personnel via the COLECT screens, borrower changes, and cosigner.

COLLECTOR FUNCTIONS

A two-character code that controls the collector's screens and actions in the review of accounts.

COLLECTOR ID

The security mode assigned to the users of COLECT.

COMPRESS

The process of removing all records from a file that have been marked for deletion, thus freeing up file space.

COSIGNER

An individual who guarantees a loan in case of default by the borrower.

COURT COSTS

Fees and charges levied by a judiciary department or otherwise directly associated with and requested by court action.

CR

Carriage return key.

CREDIT COLLECTION

The process by which account representatives (collectors) work delinquent accounts to reduce delinquency rates within receivables.

CURRENT PAYOFF

The monetary amount that, if applied to the account, would result in a zero balance (paid in full). This value IS NOT calculated by CCS, but is updated from the host system. Within CCS the field is displayed, reported, totaled, and (trend analysis) compared over time.

CUSTOMER

The organization using the CYBER CREDIT SYSTEM (CCS) see USER.

DECISION TABLE

The table used by CCS to assign accounts to queues and assign review priorities to accounts. The contents of the table may be easily modified to change both types of assignments by a CCS maintenance routine. The table is used through CCS program, DACRTE.

DELINQUENT ACCOUNT

Refer to ACTIVE ACCOUNT.

DIRECT PAYMENT

Payments received directly by the host accounts receivable system and passed to L/A.

ELIGIBLE FOR WRITE-OFF

An account that has met customer-defined parameters which determine that an account is no longer collectable using CCS.

FEE

The money paid to a client for assistance in the collection.

FEE RATE

The percentage applied to collected funds to determine the fee.

FINANCIAL FIELDS

Those fields on the update tape from the host computer representing data associated with the account monetary history and degree of delinquency (current payoff, days past due, payment schedule).

FUNCTIONS

Refer to COLLECTOR FUNCTIONS.

GROUP

Refer to ACCOUNT GROUP.

INACTIVE

An account that has become released, satisfied, or written-off.

INDIRECT PAYMENT

Payments received by attorneys or agencies which are consolidated and forwarded to the host accounts receivable system.

LEGAL AND AGENCY

Subsystem which may include all the functions of CCS as well as the added feature of recording, tracking, and reporting of the costs associated with extended collection efforts incurred by outside attorneys and collection agencies.

LOG-ON ID

Same as COLLECTOR ID.

MENUS

The selection display from which the operator may choose any of several procedures listed on the display screen to perform specific tasks.

NET-TO-CLOSE

Refer to CURRENT PAYOFF.

NEXT CONTACT DATE

The date an account should next be reviewed. This date is controlled by COLECT, being a function of explicit collector input or implicit assignment via default values within the activity verification table. Maximum values are controlled via the on-line parameter (OLPM) entry within the utility file (UTIFIL).

NEXT PAYOFF AMOUNT

If the current monthly payment is not received on an account, the next payoff amount is equal to current payoff plus the additional interest and other charges if applicable. This IS NOT calculated by CCS, but is updated from the host system.

NONFINANCIAL FIELDS

Those fields associated with the general attributes of the borrower. Such items as borrower's address, social security number, and phone number are representative of these fields.

NONRECOVERABLE COURT COSTS

Court costs incurred as a result of legal action which are not chargeable against the balance owing on the delinquent account.

OWNER ID

The security code which is used when defining a file.

PAYOFF AMOUNT

Refer to CURRENT PAYOFF.

PERMANENT COMMENT(S)

Three 30-byte fields are included within an account for collector notes and comments. Collectors may enter information into these fields that is associated with the account in general, not with specific activities. "Contact after 7:00 pm" is representative of this type of information.

PORTFOLIO

The total set of accounts within CCS, excluding accounts already moved to the history subsystem. This normally includes delinquent accounts and previously delinquent accounts that have been released, satisfied, or written-off within the last month.

PRIORITY

A value assigned to each active account that, along with next contact date, determines the order of account review.

PRIORITY ASSIGNMENT

Actual priority values are a function of CCS program, DACRTE, and the decision table contents.

PROCEDURES

The batch job streams available through the CCS menus from the master terminal. Procedures are available for CCS daily cycle, demand reports, maintenance, history processing, and report generator/report directory.

PURGE

The process of marking a record for deletion when it has been determined by some system criteria that it is no longer needed on the specified file.

QUEUE

A list of accounts ordered in the sequence that they will be presented to collectors working in automatic mode.

QUEUE ASSIGNMENT

The parceling out of accounts to queues. A function of CCS program, DACRTE, and the decision table contents.

QUEUE REASSIGN CODE

Determines which accounts can be reassigned during daily cycle off-line operation. Accounts with nonblank code cannot be reassigned. Designed to appear on user changeable screen.

QSS

A quote for special software not included in the basic CCS.

RE-ACTIVATED

If an account has become inactive (released, written-off, or satisfied), and has been moved to history, it may be added to the system again by an update tape record from the host computer. This account is referred to as re-activated.

RECOVERABLE COURT COSTS

Court costs incurred as a result of legal action which may be applied to the balance owing on a delinquent account.

REFERRAL

The process of assigning a delinquent account to an attorney or agency (client) for extended collection efforts.

RELEASED (R)

An account status indicating that the account has been paid in full.

RESULT CODE

The two-character code used by collectors to abbreviate the outcome of the function (action).

SATISFIED (S)

An account status indicating the account is current (no longer delinquent, but not paid off).

SCREEN

A display on a collector terminal output by CCS program, COLECT. Several types of screens are available.

SPECIAL DESCRIPTION FIELD

Customer-defined. Designed for use via update to provide information such as collateral description.

STATUS CODE

The account condition within the CCS portfolio. Accounts may be actively delinquent (blank), satisfied (S), released (R), or written-off (W).

SUPERVISOR STATUS CODE

Customer-defined. Designed to appear on user changeable screen to provide a customer defined coding mechanism to communicate information concerning an account between users.

SUPERVISORS

Collector's direct management. Supervisors have access to the supervisor screen. In addition, their collectors may direct specific accounts to their attention via the action of supervisor review (SR).

SWITCH

The switch utility routine has the form SWITCH xxxxxxxx where xxxxxxxx is the switch settings (0 is off and 1 is on) with the characters labeled from left to right as U1 to U8.

SYSTEM CONSOLE

The CYBER 18-25 system console. It is the only terminal that utilizes computer system resources and initiates CCS functions other than COLECT.

TAPE ARCHIVE HISTORY

Refer to ARCHIVE HISTORY.

USER

The organization using the CYBER Credit System (CCS). See CUSTOMER.

USER-DEFINED FIELDS

Those fields contained within the 944-byte user area of the DELQMST file. Financial transactions, payment schedules, and unique nonfinancial fields are representative of user-defined fields.

USER ID

The security code used by the operator to sign on the system console.

WRITE-OFF (W)

An account status indicating that the account is not collectible via the organization using CCS.

ACTION CODES

B

This appendix lists sample action codes, meanings, and requirements. (Entry of the next contact date is optional.)

AR Account review

BC Borrower contacted bank

CC Cosigner contact

CD City directory

DB Debit account

LO Letter only

LR Letter received

RM Returned mail

SK Skip trace

SR Supervisor review

TB Telephone business

TC Telephone cosigner

TH Telephone home

TL Telephone lead



RESULT CODES

C

This appendix lists sample result codes, meanings and requirements.

BK	Bankrupt	IM	In the mail
BZ	Busy	LM	Left message
CP	Claims payment made	NA	No answer
DI	Dispute	NE	No longer employed
DS	Deceased	NL	No lead
DV	Divorced	PB	Paid at branch
FL	Found lead	PP	Promise to pay
IL	Illness	PR	Payment received
		RP	Refused to pay
		SS	Sad story



CCS SAMPLE REPORTS

D

This appendix contains sample reports used with CCS.

```
HDRICYBER CREDIT SYSTEM
HDR2VERSION 3.0
HDR3SYSTEM VERIFICATION
RSH1R010,S015,W005
ACTCA1AZA3A4SR*****
RESC RZPPR1R2R3R4*****
SALCHR      MS      MISS  MRS
DALT005
LTRFCOLLECTION DEPT
SMTHR006,S006,W006
TMT012
UPDY015
OLPHRL06,P02,C31,NAN
RPTG RPT001RPT000
0002GARRET      P32225551200 412100030002,ALL
0003SHERMAN     H12225551119   2   0003,ALL
0004REASON      S22225551200 430000030004,ALL
0001LOHE        H12225551115   1000300010002,ALL
LTR10102**
LTR2
```

R E S U L T C O D E

ACT IUN	01 BZ		02 PP		03 R1		04 R2		05 R3		06 R4		07		08		09		10		11		12		13		14		15		15					
	L	C	CD	L	C	CD	L	C	CD	L	C	CD	L	C	CD	L	C	CD	L	C	CD	L	C	CD	L	C	CD	L	C	CD	L	C	CD	L	C	CD
SR				NA			NA			NA			NA			C	01																			
A1	L	RL	L	DP	L	C	NC	L	NC	L	C	NC	L	NC					NA																	
A2		RL		DP		C	NC		01		NA		01			01																				
A3		RL		NA		C	NC		01	L	C	02		02		02																				
A4	L	RL	L	DP	L	C	NC		NA	L	C	02	L	03	L	03																				

END OF TABLE

DECISION TABLE CONTENTS

DATE 11/01/77 1019

TEST NO	LEVEL	NEXT LEVEL	NO. OF PARMS	PARAM NO.	PARAM OPERATOR	PARAM VALUE 1	PARAM VALUE 2	PARAM CONNECTOR	NO. OF RETURN VALUES	CURRENT RET VAL	RETURNED VALUES
1	1	2	2	1 2	NULL .EQ.	* *Q	* *	.AND.	01	00	1000
2	1	0	1	1	.GT.	*000040*	* *		01	00	0004
3	1	0	1	1	.GT.	*000030*	* *		01	00	0003
4	1	0	1	1	.GT.	*000020*	* *		01	00	0002
5	1	0	1	1	NULL	* *	* *		01	00	0001
6	2	0	1	1	.EQ.	*B	* *		01	00	9000
7	2	0	1	1	NULL	* *	* *		01	00	2000

END OF TABLE TOTAL TABLE LENGTH = 91 MAXIMUM TABLE LENGTH =3000

FILE SPACE REPORT - 11/01/77

FILE NAME	MAXIMUM RECORDS	CURRENT RECORDS	AVAILABLE RECORDS	PCT SPACE AVAILABLE
DELOHST	12000.	90.	11910.	99.2%
COSIGNER	12000.	8.	11992.	99.9%
ACCAGE	12000.	91.	11909.	99.2%
ACTFIL	12000.	.	12000.	****%
SUMHIST	12000.	2.	11998.	****%
TAPEARC	12000.	2.	11998.	****%
INACCT	12000.	.	12000.	****%

	00 - 29	30 - 59	60 - 89	90 - 119	120 - 149	150 - 179	180 +	WRITE OFF	RELEASED	SATISFIED
NEWLY ADDED										
770	433	337	0	0	0	0	0	0	0	0
10	7	3								
FURTHER STATUS										
00 - 29										
375	0	375	0	0	0	0	0	0	0	0
8		8								
30 - 59										
1,086	0	0	1,086	0	0	0	0	0	0	0
16			16							
60 - 89										
284	0	0	0	284	0	0	0	0	0	0
5				5						
90 - 119										
1,136	0	0	0	0	1,136	0	0	0	0	0
16					16					
120 - 149										
684	0	0	0	0	0	684	0	0	0	0
12						12				
150 - 179										
684	0	0	0	0	0	0	684	0	0	0
13							13			
180 +										
0	0	0	0	0	0	0	0	0	0	0
PAGE TOTALS										
5,019	433	712	1,086	284	1,136	684	684	0	0	0
80	7	11	16	5	16	12	13			

	00 - 29	30 - 59	60 - 89	90 - 119	120 - 149	150 - 179	180 +	WRITE OFF	RELEASED	SATISFIED
NEWLY ADDED										
212	0	212	0	0	0	0	0	0	0	0
1		1								
FURHER STATUS										
00 - 29	0	0	0	0	0	0	0	0	0	0
30 - 59	0	0	526	0	0	0	0	0	0	0
526			2							
2										
60 - 89	0	0	0	0	0	0	0	0	0	0
90 - 119	0	0	0	0	514	0	0	0	0	0
514					2					
2										
120 - 149	0	0	0	0	0	0	0	0	0	0
150 - 179	0	0	0	0	0	0	0	0	0	0
180 +	0	0	0	0	0	0	0	0	0	0
PAGE TOTALS	0	212	526	0	514	0	0	0	0	0
1,252		1	2		2					
5										

	00 - 29	30 - 59	60 - 89	90 - 119	120 - 149	150 - 179	180 +	WRITE OFF	RELEASED	SATISFIED
NEWLY ADDED										
377	377	0	0	0	0	0	0	0	0	0
1	1									
FORMER STATUS										
00 - 29	0	0	0	0	0	0	0	0	0	0
30 - 59	0	0	0	0	0	0	0	0	0	0
60 - 89	0	0	0	0	0	0	0	0	0	0
90 - 119	0	0	0	0	0	0	0	0	0	0
120 - 149	0	0	0	0	0	369	0	0	0	0
369						1				
1										
150 - 179	0	0	0	0	0	0	0	0	0	0
180 +	0	0	0	0	0	0	0	0	0	0
PAGE TOTALS										
746	377	0	0	0	0	369	0	0	0	0
2	1					1				

	00 - 29	30 - 59	60 - 89	90 - 119	120 - 149	150 - 179	180 +	WRITE OFF	RELEASED	SATISFIED
NEWLY ADDED	0	0	0	0	0	0	0	0	0	0
FURHER STATUS										
00 - 29	0	0	0	0	0	0	0	0	0	0
30 - 59										
718	0	0	718	0	0	0	0	0	0	0
1			1							
60 - 89	0	0	0	0	0	0	0	0	0	0
90 - 119	0	0	0	0	0	0	0	0	0	0
120 - 149	0	0	0	0	0	0	0	0	0	0
150 - 179										
1,178	0	0	0	0	0	0	1,178	0	0	0
2							2			
180 +	0	0	0	0	0	0	0	0	0	0
PAGE TOTALS										
1,896	0	0	718	0	0	0	1,178	0	0	0
3			1				2			

	00 - 29	30 - 59	60 - 89	90 - 119	120 - 149	150 - 179	180 +	WRITE OFF	RELEASED	SATISFIED
NEWLY ADDED										
1,359	810	549	0	0	0	0	0	0	0	0
12	8	4								
FORMER STATUS										
00 - 29										
375	0	375	0	0	0	0	0	0	0	0
8		8								
30 - 59										
2,330	0	0	2,330	0	0	0	0	0	0	0
19			19							
60 - 89										
284	0	0	0	284	0	0	0	0	0	0
5				5						
90 - 119										
1,650	0	0	0	0	1,650	0	0	0	0	0
18					18					
120 - 149										
1,053	0	0	0	0	0	1,053	0	0	0	0
13						13				
150 - 179										
1,862	0	0	0	0	0	0	1,862	0	0	0
15							15			
180 +										
0	0	0	0	0	0	0	0	0	0	0
REPORT TOTALS										
8,913	810	924	2,330	284	1,650	1,053	1,862	0	0	0
90	8	12	19	5	18	13	15			

	00 - 29	30 - 59	60 - 89	90 - 119	120 - 149	150 - 179	180 +	WRITE OFF	RELEASED	SATISFIED
NEWLY ADDED										
754	586	168	0	0	0	0	0	0	0	0
6	4	2								
FORMER STATUS										
00 - 29										
276	0	276	0	0	0	0	0	0	0	0
6		6								
30 - 59										
1,289	0	0	1,289	0	0	0	0	0	0	0
13			13							
60 - 89										
166	0	0	0	166	0	0	0	0	0	0
2				2						
90 - 119										
684	0	0	0	0	684	0	0	0	0	0
12					12					
120 - 149										
290	0	0	0	0	0	290	0	0	0	0
8						8				
150 - 179										
916	0	0	0	0	0	0	916	0	0	0
9							9			
180 +										
0	0	0	0	0	0	0	0	0	0	0
PAGE TOTALS										
4,375	586	444	1,289	166	684	290	916	0	0	0
56	4	8	13	2	12	8	9			

	00 - 29	30 - 59	60 - 89	90 - 119	120 - 149	150 - 179	180 +	WRITE OFF	RELEASED	SATISFIED
NEWLY ADDED										
220	220	0	0	0	0	0	0	0	0	0
3	3									
FORMER STATUS										
00 - 29										
99	0	99	0	0	0	0	0	0	0	0
2		2								
30 - 59										
492	0	0	492	0	0	0	0	0	0	0
3			3							
60 - 89										
44	0	0	0	44	0	0	0	0	0	0
2				2						
90 - 119										
472	0	0	0	0	472	0	0	0	0	0
3					3					
120 - 149										
90	0	0	0	0	0	90	0	0	0	0
2						2				
150 - 179										
748	0	0	0	0	0	0	748	0	0	0
3							3			
180 +										
0	0	0	0	0	0	0	0	0	0	0
PAGE TOTALS										
2,165	220	99	492	44	472	90	748	0	0	0
18	3	2	3	2	3	2	3			

	00 - 29	30 - 59	60 - 89	90 - 119	120 - 149	150 - 179	180 +	WRITE OFF	RELEASED	SATISFIED
NEWLY ADDED	0	0	0	0	0	0	0	0	0	0
FORMER STATUS										
00 - 29	0	0	0	0	0	0	0	0	0	0
30 - 59	0	0	0	0	0	0	0	0	0	0
60 - 89	0	0	0	0	0	0	0	0	0	0
90 - 119	0	0	0	0	0	0	0	0	0	0
120 - 149	0	0	0	0	0	0	0	0	0	0
150 - 179	0	0	0	0	0	0	0	0	0	0
180 +	0	0	0	0	0	0	0	0	0	0
PAGE TOTALS	0	0	0	0	0	369	0	0	0	0
						1				

	00 - 29	30 - 59	60 - 89	90 - 119	120 - 149	150 - 179	180 +	WRITE OFF	RELEASED	SATISFIED
NEWLY ADDED										
385	4	381	0	0	0	0	0	0	0	0
3	1	2								
FORMER STATUS										
00 - 29	0	0	0	0	0	0	0	0	0	0
30 - 59										
549	0	0	549	0	0	0	0	0	0	0
3			3							
60 - 89										
74	0	0	0	74	0	0	0	0	0	0
1				1						
90 - 119										
494	0	0	0	0	494	0	0	0	0	0
3					3					
120 - 149										
304	0	0	0	0	0	304	0	0	0	0
2						2				
150 - 179										
198	0	0	0	0	0	0	198	0	0	0
3							3			
180 +										
0	0	0	0	0	0	0	0	0	0	0
PAGE TOTALS										
2,004	4	381	549	74	494	304	198	0	0	0
15	1	2	3	1	3	2	3			

	00 - 29	30 - 59	60 - 89	90 - 119	120 - 149	150 - 179	180 +	WRITE OFF	RELEASED	SATISFIED
NEWLY ADDED										
1,359	810	549	0	0	0	0	0	0	0	0
12	8	4								
FORMER STATUS										
00 - 29										
375	0	375	0	0	0	0	0	0	0	0
8		8								
30 - 59										
2,330	0	0	2,330	0	0	0	0	0	0	0
19			19							
60 - 89										
284	0	0	0	284	0	0	0	0	0	0
5				5						
90 - 119										
1,650	0	0	0	0	1,650	0	0	0	0	0
18					18					
120 - 149										
1,053	0	0	0	0	0	1,053	0	0	0	0
13						13				
150 - 179										
1,862	0	0	0	0	0	0	1,862	0	0	0
15							15			
180 +										
0	0	0	0	0	0	0	0	0	0	0
REPORT TOTALS										
8,913	810	924	2,330	284	1,650	1,053	1,862	0	0	0
90	8	12	19	5	18	13	15			

TYPE QUEUE CODE	ACCOUNT	NAME	DELO DATE	PAST DUE AMOUNT	DAYS DELO	STATUS CODE	CURRENT PAYOFF	CURRENT BALANCE	DATE LAST UPD A/R
0001 02	0129537571234567	OBRIEN, MICHAEL	5/18/77	21.68	167		42.79	42.79	6/24/77
0001 02	0137006531234567	FRIEDMAN, GLENN M	4/16/77	70.30	199		136.00	136.00	6/24/77
0001 02	0173712971234567	MCGRATH, PHILIP J	6/30/77	38.27	124		83.20	83.20	6/24/77
0001 02	0174434561234567	MAURO, JOHN	5/19/77	24.29	166		42.10	42.10	6/21/77
0001 02	0186126781234567	ARRINGTON, WILLIAM H	6/28/77	30.40	126		45.62	45.62	6/24/77
0001 02	0189348761234567	SEPULVEDA, JOSEPH A	4/28/77	124.91	187		188.60	188.60	6/24/77
0001 02	0194384871234567	MARTINDALE, WINSTON A	6/12/77	131.93	142		204.16	204.16	6/22/77
0001 02	0204414681234567	RIOS, ANTONIO	5/01/77	.00	184		8.89	8.89	6/21/77
0001 02	0212262571234567	ROSS, ROBERT	6/08/77	61.62	146		121.86	121.86	6/19/77
0001 02	0216323171234567	GREAVES, FRANKLIN E	5/18/77	.00	167		3.61	3.61	6/19/77
0001 02	0234384871234567	TRIPPI, LORRAINE A	4/16/77	.00	199		.83	.83	6/19/77
0001 02	0241465771234567	ELEARY, CORNELIUS	5/19/77	.00	166		75.44	75.44	6/19/77
0001 02	0255350361234567	MORGAN, EDWARD	6/12/77	36.76	142		53.45	53.45	6/21/77
0001 02	0273083321234567	BECKER, ROBERT E	6/08/77	.00	146		154.06	154.06	6/19/77
0001 02	0278634561234567	WILLIAMS, RICHARD L	5/18/77	125.40	167		166.74	166.74	6/21/77
0001 02	0292117571234567	HEISS, EDWARD	6/30/77	58.56	124		110.03	110.03	6/24/77
0001 02	0332898561234567	DURHAM, ANGELYNN	6/28/77	63.01	126		104.07	104.07	6/19/77
0001 02	0346013171234567	WILLIAMS, EDNA MAE	4/28/77	.32	187		15.06	15.06	6/22/77
0001 02	0349716481234567	BAILEY, GEORGE	6/12/77	4.78	142		24.54	24.54	6/22/77
0001 02	0354019101234567	CLARKE, GLADSTONE	5/01/77	13.74	184		13.91	13.91	6/24/77
0001 02	0378065561234567	CAMPBELL, WILLIE G	5/18/77	77.79	167		170.56	170.56	7/11/77
0001 02	0378924121234567	HENRY, MICHELE A	4/16/77	83.13	199		135.37	135.37	6/19/77
0001 02	0396211661234567	BEDICS, JOSEPH F	5/28/77	.00	157		.68	.68	6/19/77
0001 02	0402013101234567	ROBINSON, SHEILA C	6/30/77	50.07	124		99.34	99.34	6/19/77
0001 02	0417047671234567	CASALE, JOHN B MD	5/19/77	43.35	166		82.27	82.27	7/11/77
0001 02	0431234561234567	VELAZQUEZ, RONALD	6/28/77	22.15	126		37.05	37.05	6/24/77
0001 02	0434395981234567	HUNT, WILLIAM	6/12/77	191.55	142		289.00	345.87	6/24/77
0001 02	0457185561234567	SABLO, DONNA P	5/01/77	.00	184		36.42	36.42	6/24/77

NO. ACCOUNTS	PAST DUE AMT	CURR PAYOFF AMT	CURR BALANCE
** TYPE CODE TOTALS **	28	1,274.01	2,445.65

TYPE QUEUE CODE	ACCOUNT	NAME	DELO DATE	PAST DUE AMOUNT	DAYS DELO	STATUS CODE	CURRENT PAYOFF	CURRENT BALANCE	DATE LAST UPD A/R
0001 03	0236341591234567	PIDGEON, R V	5/28/77	90.37	157		171.59	171.59	7/11/77
0001 03	0239409191234567	BRAY, DAVID P	6/30/77	141.23	124		197.77	197.77	6/19/77
0001 03	0250174491234567	LOZANO, JOSEPHINE H	6/28/77	28.96	126		49.69	49.69	6/24/77
0001 03	0250214491234567	PETERSON, DELORES P	4/28/77	135.80	187		184.31	184.31	6/22/77
0001 03	0282798591234567	RANDALL, LEWIS W	4/16/77	61.31	199		97.85	97.85	7/11/77
0001 03	0283219591234567	JONES, PATRICIA A	5/28/77	.00	157		.83	.83	6/24/77

NO. ACCOUNTS	PAST DUE AMT	CURR PAYOFF AMT	CURR BALANCE
** TYPE CODE TOTALS **	6	457.67	702.04

TYPE QUEUE CODE	ACCOUNT	NAME	DELO DATE	PAST DUE AMOUNT	DAYS DELO	STATUS CODE	CURRENT PAYOFF	CURRENT BALANCE	DATE LAST UPD A/R
0001 05	0106944291234567	SIMONE, DONNA M	5/01/77	49.50	184		94.50	94.50	6/24/77
0001 05	0149907691234567	HAYE, KENNETH E	5/28/77	147.87	157		218.87	218.87	6/19/77
0001 05	0267317591234567	BALVELT, HAROLD	5/01/77	86.10	184		128.10	128.10	7/11/77
0001 05	0368074191234567	DEMAIO, WALTER M	6/08/77	98.40	146		146.40	146.40	6/19/77
0001 05	0452924191234567	COLON, EUGENE	6/18/77	185.95	136		263.25	184.28	6/19/77
0001 05	0476044291234567	FOOTE, DORIS	5/08/77	157.85	177		234.85	234.85	6/19/77
0001 05	0488626391234567	HALL, JOYCE	4/16/77	63.40	199		92.44	123.03	6/19/77

NO. ACCOUNTS	PAST DUE AMT	CURR PAYOFF AMT	CURR BALANCE
** TYPE CODE TOTALS **	7	789.07	1,178.41

NO. ACCOUNTS	PAST DUE AMT	CURR PAYOFF AMT	CURR BALANCE
**** QUEUE TOTALS ****	41	2,520.75	4,326.10

QUEUE	TYPE CODE	ACCOUNT	NAME	DELO DATE	PAST DUE AMOUNT	DAYS DELQ	STATUS CODE	CURRENT PAYOFF	CURRENT BALANCE	DATE LAST UPD A/R
0002	03	0100024491204567	GRAHAM, JAMES P	6/12/77	303.53	142		401.70	401.70	6/22/77

NO. ACCOUNTS	PAST DUE AMT	CURR PAYOFF AMT	CURR BALANCE
1	303.53	401.70	401.70

** TYPE CODE TOTALS **

QUEUE	TYPE CODE	ACCOUNT	NAME	DELO DATE	PAST DUE AMOUNT	DAYS DELQ	STATUS CODE	CURRENT PAYOFF	CURRENT BALANCE	DATE LAST UPD A/R
0002	05	0110644191234567	SARACO, DOMENICK J	6/08/77	211.00	146		319.00	319.00	6/19/77

NO. ACCOUNTS	PAST DUE AMT	CURR PAYOFF AMT	CURR BALANCE
1	211.00	319.00	319.00

** TYPE CODE TOTALS **

NO. ACCOUNTS	PAST DUE AMT	CURR PAYOFF AMT	CURR BALANCE
2	514.53	720.70	720.70

**** QUEUE TOTALS ****

QUEUE	TYPE CODE	ACCOUNT	NAME	DELO DATE	PAST DUE AMOUNT	DAYS DELO	STATUS CODE	CURRENT PAYOFF	CURRENT BALANCE	DATE LAST UPD	A/R
0003	04	0306177221234567	MAJOR'S WINE & LIQUOR STORE,	5/19/77	369.19	166		557.53	557.53	6/19/77	

NO. ACCOUNTS	PAST DUE AMT	CURR PAYOFF AMT	CURR BALANCE
** TYPE CODE TOTALS **	1	369.19	557.53

NO. ACCOUNTS	PAST DUE AMT	CURR PAYOFF AMT	CURR BALANCE
**** QUEUE TOTALS ****	1	369.19	557.53

QUEUE	TYPE CODE	ACCOUNT	NAME	DELO DATE	PAST DUE AMOUNT	DAYS DELQ	STATUS CODE	CURRENT PAYOFF	CURRENT BALANCE	DATE LAST UPD A/R
0004	02	0431294811234567	DIGGS, LAHRENCE JR	4/28/77	626.88	187		745.30	745.30	6/19/77

NO. ACCOUNTS	PAST DUE AMT	CURR PAYOFF AMT	CURR BALANCE
1	626.88	745.30	745.30

** TYPE CODE TOTALS **

QUEUE	TYPE CODE	ACCOUNT	NAME	DELO DATE	PAST DUE AMOUNT	DAYS DELQ	STATUS CODE	CURRENT PAYOFF	CURRENT BALANCE	DATE LAST UPD A/R
0004	03	0479043391234567	PARISI, MICHAEL P	4/18/77	552.26	197		698.76	688.76	6/19/77

NO. ACCOUNTS	PAST DUE AMT	CURR PAYOFF AMT	CURR BALANCE
1	552.26	698.76	688.76

** TYPE CODE TOTALS **

NO. ACCOUNTS	PAST DUE AMT	CURR PAYOFF AMT	CURR BALANCE
2	1,179.14	1,444.06	1,434.06

**** QUEUE TOTALS ****

ACCOUNT NUMBER	BORROWERS NAME	DELINQUENT DATE	DELINQUENT AMOUNT	CURRENT PAYOFF	QUEUE	PROMISED DATE	TO PAY AMOUNT	NEXT CONTACT	REVIE CODE
0100024491204567	GRAHAM, JAMES P	06/12/77	303.53	401.70	0002			10/27/77	
0100135561234567	DAVIS, JOAN E	07/23/77	107.52	168.36	0001			10/31/77	
0106944291234567	SIMONE, DONNA M	05/01/77	49.50	94.50	0001			11/08/77	
0107879631234567	SPARKS, BARBARA B	08/30/77	97.13	116.65	0001			11/05/77	
0110644191234567	SARACO, DOMENICK J	06/08/77	211.00	319.00	0002			11/01/77	
0110813101234567	ANGREES, RICHARD	09/12/77	6.51	110.56	0001			11/01/77	
0129537571234567	OBRIEN, MICHAEL	05/18/77	21.68	42.79	0001			11/01/77	
0131593391234567	CONCA, SAM	10/18/77	90.33	179.39	0001			11/01/77	
0137006531234567	FRIEDMAN, GLENN M	04/16/77	70.30	136.00	0001			10/28/77	
0147346781234567	RAHLS, YVONNE	08/26/77	84.52	127.16	0001			11/04/77	
0149907691234567	MAYE, KENNETH E	05/28/77	147.87	218.87	0001			11/01/77	
0164884221234567	BACHARACH, MARYLEE	10/27/77	133.54	231.64	0001			10/30/77	
0165360511234567	RADIN, DAVID	09/01/77	718.59	823.38	0004			10/29/77	
0173712971234567	MCGRATH, PHILIP J	06/30/77	38.27	83.20	0001			11/03/77	
0174434561234567	MAURO, JOHN	05/19/77	24.29	42.10	0001			11/03/77	
0174747381234567	BRODH, ALMA M	08/28/77	7.52	74.03	0001			10/28/77	
0181406481234567	SHEARN, DWIGHT W	09/23/77	37.21	56.82	0001			11/01/77	
0182874321234567	LAZO, EDWARD H	10/01/77	168.43	336.90	0001			11/03/77	
0186126781234567	ARRINGTON, WILLIAM H	06/28/77	30.40	45.62	0001			11/02/77	
0189348761234567	SEPUVEDA, JOSEPH A	04/28/77	124.91	188.60	0001			11/01/77	
0194384871234567	MARTINDALE, WINSTON A	06/12/77	131.93	204.16	0001			10/27/77	
0197026491234567	HAIIDUCK, NEAL GOODMAN	07/23/77	74.12	98.12	0001			10/31/77	
0204414681234567	RIOS, ANTONIO	05/01/77	0.00	8.89	0001			11/08/77	
0207271481234567	WIGGINS, MARVIN	08/30/77	115.67	150.18	0001			11/05/77	
0212262571234567	ROSS, ROBERT	06/08/77	61.62	121.86	0001			11/01/77	
0214925591234567	AURRICHIO, LOUIS	09/12/77	74.64	113.41	0001			11/01/77	
0216323171234567	GREAVES, FRANKLIN E	05/18/77	0.00	3.61	0001			11/01/77	
0230915101234567	FOGLIA, MARGUERITE M	10/18/77	54.18	82.22	0001			11/02/77	
023438871234567	TRIPPI, LORRAINE A	04/16/77	0.00	0.83	0001			10/28/77	
0235042071234567	ALLEN, JAMET E	08/26/77	18.95	37.68	0001			11/04/77	
0236341591234567	PIDGEON, R V	05/28/77	90.37	171.59	0001			11/01/77	
0236592621234567	SMITH, CRAIG G	10/27/77	377.36	576.03	0003			10/30/77	
0239023871234567	BROOKS, CHARLES E	09/01/77	72.41	108.88	0001			10/29/77	
0239409191234567	BRAY, DAVID P	06/30/77	141.23	197.77	0001			11/03/77	
0241465771234567	ELEARY, CORNELIUS	05/19/77	0.00	75.44	0001			11/03/77	
0241693391234567	HANKINS, FREDERIC H	08/28/77	230.43	347.68	0002			10/28/77	
0243719561234567	SAVARESE, RAYMOND D I	09/23/77	33.34	74.04	0001			11/01/77	
0248285391234567	SOTO, ANGELO E	10/01/77	212.73	281.73	0002			11/03/77	
0250174491234567	LOZANO, JOSEPHINE M	06/28/77	28.96	49.69	0001			11/02/77	
0250214491234567	PETERSON, DELORES P	04/28/77	135.80	184.31	0001			11/01/77	
0255350361234567	MORGAN, EDWARD	06/12/77	36.76	53.45	0001			10/27/77	
0263007561234567	CHAMBERS, LLOYD R	07/23/77	59.21	87.75	0001			10/31/77	
0267317591234567	BALVELT, HAROLD	05/01/77	86.10	128.10	0001			11/08/77	
0270007591234567	YOUNG, THEODORE D	08/30/77	296.47	392.47	0002			11/05/77	
0273083321234567	BECKER, ROBERT E	06/08/77	0.00	154.06	0001			11/01/77	
0276992191234567	YOUNGMANS, JOSEPHINE M	09/12/77	25.84	38.83	0001			11/01/77	
0278634561234567	WILLIAMS, RICHARD L	05/18/77	125.40	166.74	0001			11/01/77	
0282282291234567	MAYNES, DENA	10/18/77	42.75	43.19	0001			11/02/77	
0282798591234567	RANDALL, LEWIS W	04/16/77	61.31	97.85	0001			10/28/77	
0282940691234567	PAGANO, JOHN A	08/26/77	209.93	309.87	0001			11/04/77	

ACCOUNT NUMBER	BORROWERS NAME	DELINQUENT DATE	DELINQUENT AMOUNT	CURRENT PAYOFF	QUEUE	PROMISED DATE	TO PAY AMOUNT	NEXT CONTACT	REVIE CODE
0283219591234567	JONES,PATRICIA A	05/28/77	0.00	0.83	0001			11/01/77	
0287164291234567	SWEENEY,HARTIN J	10/27/77	4.13	105.13	0001			10/30/77	
0288571481234567	GORDIAN,DOMINGO	09/01/77	92.56	146.78	0001			10/29/77	
0292117571234567	HEISS,EDWARD	06/30/77	58.56	110.03	0001			11/03/77	
0306177221234567	MAJOR'S WINE & LIQUOR STORE,	05/19/77	369.19	557.53	0003			11/03/77	
0308046431234567	PREZIOSO,WILLIAM R	08/28/77	0.00	1.93	0001			10/28/77	
0311475771234567	LEE,THOMAS J	09/23/77	41.22	81.28	0001			11/01/77	
0314907971234567	RODRIGUEZ,MURAH	10/01/77	0.00	15.58	0001			11/03/77	
0332898561234567	DURHAM,ANGELYNN	06/28/77	63.01	104.07	0001			11/02/77	
0346013171234567	WILLIAMS,EDNA MAE	04/28/77	0.32	15.06	0001			11/01/77	
0349716481234567	BAILEY,GEORGE	06/12/77	4.78	24.54	0001			10/27/77	
0353693391234567	NIESSL,THOMAS	07/23/77	18.30	37.11	0001			10/31/77	
0354019101234567	CLARKE,GLADSTONE	05/01/77	13.74	13.91	0001			11/08/77	
0359666691234567	HODGE,MELVIN	08/30/77	133.29	197.29	0001			11/05/77	
0368074191234567	DEMAIO,WALTER M	06/08/77	98.40	146.40	0001			11/01/77	
0377475561234567	JACKSON,KARL D	09/12/77	32.75	51.67	0001			11/01/77	
0378065561234567	CAMPBELL,WILLIE G	05/18/77	77.79	170.56	0001			11/01/77	
0378864491234567	EADY ,CARNEL G	10/18/77	88.76	162.24	0001			11/02/77	
0378924121234567	HENRY,MICHELE A	04/16/77	83.13	135.37	0001			10/28/77	
0384715101234567	PURSLEY,WILLIE R	08/26/77	51.61	52.37	0001			11/04/77	
0396211661234567	BEDICS,JOSEPH F	05/28/77	0.00	0.68	0001			11/01/77	
0397288631234567	FLAHHOLTZ,CARL	10/27/77	22.30	43.96	0001			10/30/77	
0401578631234567	MARTELLO,LAWRENCE	09/01/77	3.11	52.31	0001			10/29/77	
0402013101234567	ROBINSON,SHEILA C	06/30/77	50.07	99.34	0001			11/03/77	
0417047671234567	CASALE,JOHN B MD	05/19/77	43.35	82.27	0001			11/03/77	
0418074291234567	HUNTER,DONALD	08/28/77	120.00	240.00	0001			10/28/77	
0428040581234567	HUNZ,SIGIDFREDDO	09/23/77	127.37	174.05	0001			11/01/77	
0428807591234567	BRONTE,DAVIEL PETER	10/01/77	169.59	223.59	0001			11/03/77	
0431234561234567	VELAZQUEZ,RONALD	06/28/77	22.15	37.05	0001			11/02/77	
0431294811234567	DIGGS,LAWRENCE JR	04/28/77	626.88	745.30	0004			11/01/77	
0434395981234567	HUNT ,WILLIAM	06/12/77	191.55	289.00	0001			10/27/77	
0452924191234567	COLON,EUGENE	06/18/77	185.95	263.25	0001			10/31/77	
0457185561234567	SABLO,DONNA P	05/01/77	0.00	36.42	0001			11/08/77	
0469123191234567	ALEXANDER,SUE C	07/30/77	26.62	52.40	0001			11/05/77	
0476044291234567	FUOTE,DORIS	05/08/77	157.85	234.85	0001			11/01/77	
0476336781234567	O'LOUGHLIN,MICHAEL J K	08/12/77	30.53	67.95	0001			11/01/77	
0479043391234567	PARISI,MICHAEL P	04/18/77	552.26	698.76	0004			11/01/77	
0482825591234567	MARSHALL,CHARLES	08/18/77	53.78	83.69	0001			11/02/77	
0488626391234567	HALL,JOYCE	04/16/77	63.40	92.44	0001			10/28/77	
0489201811234567	COFFEY,J. ARTHUR	08/26/77	2.00	68.45	0001			11/04/77	

TOTALS
NUMBER OF ACCOUNTS 90
DELINQUENT AMOUNT 8950.86
CURRENT PAY OFF 13873.14

END OF REPORT

QUEUE	<0	0	NEXT CONTACT DATE AGE			>3	TOTALS
			1	2	3		
0001	23	24	9	10	5	9	80
0002	2	1	0	1	0	1	5
0003	1	0	0	1	0	0	2
0004	1	2	0	0	0	0	3
TOTALS	27	27	9	12	5	10	90

COLLECTOR: M LOWE

ACCT NO	FIELD CODE-SCREEN	NEW DATA	OLD DATA
0194384871234567	13 BORROWER	MILLER	
0194384871234567	15 BORROWER	FORD	
0255350361234567	05 BORROWER	9997772222	7775551212
0255350361234567	14 BORROWER	011847	

COLLECTOR: M LOWE

ACCOUNT NUMBER	START TIME	STOP TIME	ELAP TIME	NEXT CONTACT	ACT CDE	RES CDE	LTR CDE	COMMENT
0194384871234567	15:05	15:06	:01	11/17/77	A1	PP	02	
0255350361234567	15:07	15:08	:01	11/17/77	A2	PP		
TOTALS- TIME			:02					
ACCOUNTS			2					

COLLECTOR NAME	ACTIONS																TOTAL
	A1	A2	A3	A4	SR	**	**	**	**	**	**	**	**	**	**	**	
H LOWE	1	1															2
P GARRET		1															1
H SHERMAN			1														1
TOTALS	1	2	1														4

COLLECTOR NAME	BZ	PP	R1	R2	R3	R4	RESULTS								TOTAL
							**	**	**	**	**	**	**	**	
M LOWE		2													2
P GARRET				1											1
H SHERMAN			1												1
TOTALS		2	1	1											4

*** END OF REPORT ***

NOVEMBER 01, 1977

RE: 0100024491204567

JAMES P GRAHAM
C/O BUSY TOWN INC
888 ZZZ ST
BUSY TOWN, USA 88888

DEAR JAMES P GRAHAM,

THIS IS SAMPLE LETTER NUMBER 01.

IT CONTAINS TWO DOLLAR AMOUNTS, TWO DATES,
AND ONE STRING. ALL ARE FROM THE ROOT AREA
OF THE FILE AND ARE NOT FIELDS THAT ARE
ENTERED BY A COLLECTOR.

DOLLAR 1 : \$303.53 = AMOUNT DELINQUENT

DOLLAR 2 : \$401.70 = CURRENT PAYOFF

DATE 1: 06/12/77 = DELINQUENT DATE

DATE 2: XXX XX, XXXX = PAYOFF GOOD UNTIL DATE

STRING : 00000000 = SOCIAL SECURITY NUMBER

VERY TRULY YOURS,

MISS P GARRET
222/555-1200
EXT 412

COLLECTION DEPT

LETTERS REQUESTED

NAME	01	02	TOTALS
LOWE	0	1	1
GARRET	1	0	1
TOTALS	1	1	2

THE FOLLOWING IS A SUMMARY OF THE NUMBER OF
ACCOUNTS WITH XXX NUMBER OF ACTIVITY BLOCKS

4	ACCOUNTS WITH	1	ACTIVITY BLOCKS
0	ACCOUNTS WITH	2	ACTIVITY BLOCKS
0	ACCOUNTS WITH	3	ACTIVITY BLOCKS
0	ACCOUNTS WITH	4	ACTIVITY BLOCKS
0	ACCOUNTS WITH	5	ACTIVITY BLOCKS
0	ACCOUNTS WITH	6	ACTIVITY BLOCKS
0	ACCOUNTS WITH	7	ACTIVITY BLOCKS
0	ACCOUNTS WITH	8	ACTIVITY BLOCKS
0	ACCOUNTS WITH	9	ACTIVITY BLOCKS
0	ACCOUNTS WITH	10	ACTIVITY BLOCKS
0	ACCOUNTS WITH	>10	ACTIVITY BLOCKS

TRAN CODE	ACCOUNT NUMBER	BORROWERS NAME	DELINQUENT DATE	DELINQUENT AMOUNT	CURRENT PAYOFF	ACTION
	0434395981234567	HUNT ,WILLIAM	06/12/77	229.77	345.87	UPDATE
	0452924191234567	COLON,EUGENE	07/23/77	139.28	184.28	UPDATE
302	0457185561234567	SABLU,DOMNA P	10/26/77		0.00	RELEASE
301	0469123191234567	ALEXANDER,SUE C	10/26/77		26.00	WRITEOFF
	0476044291234567	FOOTE,ODRIS	06/08/77	157.85	234.85	UPDATE
301	0476336781234567	O'LOUGHLIN,MICHAEL J K	10/26/77		30.00	WRITEOFF
	0479043391234567	PARISI,MICHAEL P	05/18/77	552.26	688.76	UPDATE
	0482825591234567	MARSHALL,CHARLES	10/18/77	36.48	61.39	UPDATE
	0488626391234567	HALL,JOYCE	04/16/77	99.03	123.03	UPDATE
303	0489201811234567	COFFEY,J. ARTHUR	10/26/77		2.00	SATISFY
	0493406201234567	BRADY,DOREEN	05/28/77	54.47	84.18	ADD
	0510040581234567	SMITH,ROBERT A	10/27/77	100.61	101.86	ADD
	0510606391234567	DEVINE,JAMES P	09/01/77	143.73	212.73	ADD
	0517797561234567	LOPILATO,ANTHONY	06/30/77	318.19	422.82	ADD
	0526882291234567	TAYLOR,ANNAMAY	05/19/77	66.24	82.36	ADD
	0532174291234567	MAZZARO,EVENLY	08/28/77	164.00	244.00	ADD
301	0536364561234567					REJECT - NO ACCOUNT FOR 30X CODE
301	0541033071234567					REJECT - NO ACCOUNT FOR 30X CODE
	0541196591234567	BRETT,DAVID C	06/28/77	102.50	152.50	ADD
	0549714491234567	RYAN,WILLARD L	04/28/77	440.53	568.88	ADD
	0553268091234567	PURCELL,ANDREW JR	06/12/77	362.87	456.19	ADD
	0555352771234567	MCINERNEY,JAMES R	07/23/77	38.44	82.81	ADD
	0561326391234567	SEHUQUIEST,MARGAUT M	05/01/77	186.31	231.31	ADD
301	0563143281234567					REJECT - NO ACCOUNT FOR 30X CODE
	0563175571234567	SIGONA,SALVATORE V	06/08/77	192.91	301.09	ADD
	0565092291234567	BROOKS,MICHAEL J	09/12/77	366.76	489.20	ADD
	0567560201234567	REESE,JAMES	05/18/77	108.47	151.29	ADD
	0575526121234567	WILSON,SAMUEL E JR	10/18/77	171.58	228.42	ADD
303	0577995391234567					REJECT - NO ACCOUNT FOR 30X CODE
302	0580148181234567					REJECT - NO ACCOUNT FOR 30X CODE
302	0583721661234567					REJECT - NO ACCOUNT FOR 30X CODE
	0584187421234567	WATSON,DENTON	10/27/77	76.26	159.54	ADD
	0586475561234567	FELLERS,FELLERS	09/01/77	74.03	93.33	ADD
	0587534191234567	LARSEN,EVANDNE	06/30/77	98.51	188.51	ADD
302	0589921081234567					REJECT - NO ACCOUNT FOR 30X CODE
	0593975391234567	ROCK ,SAMUEL	08/28/77	303.00	452.00	ADD
301	0603631481234567					REJECT - NO ACCOUNT FOR 30X CODE
	0605092291234567	HIGH,CLARENCE W III	10/01/77	67.95	101.10	ADD
	0605125121234567	GENZ,JOHN K	06/28/77	270.96	403.39	ADD
	0608525121234567	STINGONE,LINDA S	04/28/77	33.29	57.98	ADD
	0610392971234567	MORRIS , PAULA Y	06/12/77	63.70	98.44	ADD

ACCOUNTS	NUMBER	* TOTALS *		* P R E V I O U S *	
		AMT DELQ	PAYOFF	AMT DELQ	PAYOFF
ADDED	23	3805.31	5363.93		
REACTIVATED	0	0.00	0.00		
UPDATED	6	1214.67	1638.18	1204.79	1661.99
RELEASED	1		0.00	0.00	36.42
SATISFIED	1		2.00	2.00	68.45
WRITTENOFF	2		56.00	57.15	120.35
REJECTED	8				

ACCOUNT NO.	ADDITIONAL ACCOUNT NO.	BANK BR.	LOAN OFFICER	AMOUNT TO COLLECT	DELO DATE	LAST LETTER SENT DATE	ASSIGNED AMOUNT	CR. QUEUE	PTS	OPEN AMOUNT OR CR LIMIT
0457185561234567			0000	.00	5/01/77		.00	0001	000	99.00

NAME	ADDRESS 1	ADDRESS 2	CITY/STATE/ZIP	MOTHERS MAIDEN NAME	HOME TOWN, USA	JOHNSON	SALUTATION CODE 0	SOCIAL SECURITY NO.	NO. OF COSIGNERS 0	HOME PHONE: 777-555-1212-0000	DOB 3/24/33	BUSINESS NAME	VA HOSPTL.	ST. ADDRESS 888 ZZZ ST	CITY/STATE/ZIP BUSY TOWN, USA 88888	BUSINESS PHONE: 777-555-1212-0000	MAKE OF AUTO: SAAB
	SABLO, DONNA P	9999 Z ST															

PRIORITY DATE	CODE	TYPE CODE	TIMES DELQ 30 60 90	STATUS CODE	PAY FLAG	PROMISED TO PAY DATE	PROMISED TO PAY AMOUNT	PREVIOUS ADDRESS 1	PREVIOUS ADDRESS 2
11/08/77	2000	02	00 00 00	R	0		.00		

CURRENT BALANCE	CURRENT PAYOFF	CURRENT PAYOFF EFFECTIVE DATE	NEXT PAYOFF AMOUNT	SUPERVISOR I.D.	ARCHIVE TAPE DATE	* * S P E C I A L I N S T R U C T I O N S * *	
36.42	.00		.00				

STATUS DATE	LAST COL UPDATE	OPEN DATE	DATE 1ST IN CCS	LAST QUEUE	QUEUE CHANGE DATE	* * * * * P E R M A N E N T C O M M E N T * * * * *	
10/26/77			6/19/77	1111	11/01/77		

PAYMENT HISTORY
 AMOUNT DATE
 .00
 .00
 .00

ACCOUNT NUMBER	BORROWERS NAME	FORMER STATUS	INACTIVE DATE	TAPE ARCHIVE DATE
0561326391234567	SEHUQUIEST,MARGAUT M	R	07/31/77	07/31/77
TOTAL NUMBER OF ACCOUNTS UPDATED FROM SUMHIST		1		

**** END OF REPORT ****

ACCOUNT NUMBER	BORROWERS NAME	INACTIVE STATUS	DATE INACTIVE	DATE LOST WITH TAPE ARCHIVE DATA
0469123191234567	ALEXANDER,SUE C	WRITTEN-OFF	10/26/77	
0476336781234567	O'LOUGHLIN,MICHAEL J K	WRITTEN-OFF	10/26/77	
TOTALS				
RELEASED	0			
SATISFIED	0			
WRITTEN-OFF	2			
MOVED TO HISTORY	2			

COLLECTOR NAME	A1	A2	A3	A4	SR	ACTIONS										TOTAL	
						**	**	**	**	**	**	**	**	**	**		**
M LOWE	1	1															2
P GARRET		1															1
M SHERMAN			1														1
TOTALS	1	2	1														4

COLLECTOR NAME	BZ	PP	R1	R2	R3	R4	RESULTS										TOTAL
							**	**	**	**	**	**	**	**	**	**	
H LOHE		2															2
P GARRET				1													1
H SHERMAN			1														1
TOTALS		2	1	1													4

*** END OF REPORT ***

COLLECTOR NAME	A1	A2	A3	A4	SR	ACTIONS										TOTAL		
						**	**	**	**	**	**	**	**	**	**		**	
M LOHE	1	1																2
P GARRET		1																1
H SHERMAN			1															1
TOTALS	1	2	1															4

COLLECTOR NAME	BZ	PP	R1	R2	R3	R4	RESULTS								TOTAL
							**	**	**	**	**	**	**	**	
H LOWE		2													2
P GARRET				1											1
H SHERMAN			1												1
TOTALS		2	1	1											4

*** END OF REPORT ***

TRAN CODE	ACCOUNT NUMBER	NEW DATA	OLD DATA	ACTION
409	0100024491204567	CONTROL DATA CORPORATION	BUSY TOWN INC	UPDATE
413	0100024491204567	714/452-6000	777/555-1212	UPDATE
414	0100024491204567	3333	0000	UPDATE
409	0110644191234567	CONTROL DATA CORPORATION	PELHAM CHURCH GDS	UPDATE
413	0110644191234567	714/452-6000	777/555-1212	UPDATE
414	0110644191234567	4444	0000	UPDATE

* TOTALS *
ACCOUNTS
UPDATED NUMBER
 6

REJECTED 0

0349716481234567 AMOUNT DELO 4.78 PAYOFF/TOTAL DUE 24.54
DELO DATE 6/12/77 CONTACT DATE 10/27/77
BAILEY, GEORGE HOME PHONE & EXT. 777-555-1212-0000 PRIORITY 2000
9999 Z ST BUS. NAME BUSY TOWN INC
HOME TOWN, USA 99999 BUS. PHONE & EXT. 777-555-1212-0000
DATE ACTION RESULT LETTER COLLECTOR-ID ***** COMMENTS *****

0137006531234567 AMOUNT DELO 70.30 PAYOFF/TOTAL DUE 136.00
DELO DATE 4/16/77 CONTACT DATE 10/28/77
FRIEDMAN, GLENN M HOME PHONE & EXT. 777-555-1212-0000 PRIORITY 2000
9999 Z ST BUS. NAME NBD
HOME TOWN, USA 99999 BUS. PHONE & EXT. 777-555-1212-0000
DATE ACTION RESULT LETTER COLLECTOR-ID ***** COMMENTS *****

0174747381234567 AMOUNT DELO 7.52 PAYOFF/TOTAL DUE 74.03
DELO DATE 8/28/77 CONTACT DATE 10/28/77
BRODM, ALMA M HOME PHONE & EXT. 777-555-1212-0000 PRIORITY 2000
9999 Z ST BUS. NAME BUSY TOWN INC
HOME TOWN, USA 99999 BUS. PHONE & EXT. 777-555-1212-0000
DATE ACTION RESULT LETTER COLLECTOR-ID ***** COMMENTS *****

0234384871234567 AMOUNT DELO .00 PAYOFF/TOTAL DUE .93
DELO DATE 4/16/77 CONTACT DATE 10/28/77
TRIPPI, LORRAINE A HOME PHONE & EXT. 777-555-1212-0000 PRIORITY 2000
9999 Z ST BUS. NAME BELKNAP MORAN INC
HOME TOWN, USA 99999 BUS. PHONE & EXT. 777-555-1212-0000
DATE ACTION RESULT LETTER COLLECTOR-ID ***** COMMENTS *****

0282798591234567 AMOUNT DELO 61.31 PAYOFF/TOTAL DUE 97.95
DELO DATE 4/16/77 CONTACT DATE 10/28/77
RANDALL, LEWIS W HOME PHONE & EXT. 777-555-1212-0000 PRIORITY 2000
9999 Z ST BUS. NAME BUSY TOWN INC
HOME TOWN, USA 99999 BUS. PHONE & EXT. 777-555-1212-0000
DATE ACTION RESULT LETTER COLLECTOR-ID ***** COMMENTS *****

0308046431234567 AMOUNT DELO .00 PAYOFF/TOTAL DUE 1.93
PREZIOSO, WILLIAM R DELO DATE 8/28/77 CONTACT DATE 10/28/77
9999 Z ST HOME PHONE & EXT. 777-555-1212-0000 PRIORITY 2000
BUS. NAME BUSY TOWN INC
HOME TOWN, USA 99999 BUS. PHONE & EXT. 777-555-1212-0000
DATE ACTION RESULT LETTER COLLECTOR-ID ***** COMMENTS *****

0378924121234567 AMOUNT DELO 83.13 PAYOFF/TOTAL DUE 135.37
HENRY, MICHELE A DELO DATE 4/16/77 CONTACT DATE 10/28/77
9999 Z ST HOME PHONE & EXT. 777-555-1212-0000 PRIORITY 2000
BUS. NAME BROMM BROS. HARRIMAN
HOME TOWN, USA 99999 BUS. PHONE & EXT. 777-555-1212-0000
DATE ACTION RESULT LETTER COLLECTOR-ID ***** COMMENTS *****

0418074291234567 AMOUNT DELO 120.00 PAYOFF/TOTAL DUE 240.00
HUNTER, DONALD DELO DATE 8/16/77 CONTACT DATE 10/28/77
9999 Z ST HOME PHONE & EXT. 777-555-1212-0000 PRIORITY 2000
BUS. NAME HUNTER EXCVATINE
HOME TOWN, USA 99999 BUS. PHONE & EXT. 777-555-1212-0000
DATE ACTION RESULT LETTER COLLECTOR-ID ***** COMMENTS *****

0488626391234567 AMOUNT DELO 99.03 PAYOFF/TOTAL DUE 123.03
HALL, JOYCE DELO DATE 4/16/77 CONTACT DATE 10/28/77
9999 Z ST HOME PHONE & EXT. 777-555-1212-0000 PRIORITY 2000
BUS. NAME BRONX LEBANDM
HOME TOWN, USA 99999 BUS. PHONE & EXT. 777-555-1212-0000
DATE ACTION RESULT LETTER COLLECTOR-ID ***** COMMENTS *****

0239023871234567 AMOUNT DELO 72.41 PAYOFF/TOTAL DUE 109.88
BROOKS, CHARLES E DELO DATE 9/01/77 CONTACT DATE 10/29/77
9999 Z ST HOME PHONE & EXT. 777-555-1212-0000 PRIORITY 2000
BUS. NAME BUSY TOWN INC
HOME TOWN, USA 99999 BUS. PHONE & EXT. 777-555-1212-0000
DATE ACTION RESULT LETTER COLLECTOR-ID ***** COMMENTS *****

***** 95 ACCOUNTS ASSIGNED TO QUEUE 0001

0434395981234567
HUNT, WILLIAM
9999 Z ST
HOME TOWN, USA 99999
DATE ACTION RESULT LETTER COLLECTOR-ID
AMOUNT DELQ 229.77
DELQ DATE 6/12/77
HOME PHONE & EXT. 777-555-1212-0000
BUS. NAME N.Y.S. DEPT OF YOUTH
BUS. PHONE & EXT. 777-555-1212-0000
***** COMMENTS *****
PAYOFF/TOTAL DUE 345.87
CONTACT DATE 10/27/77
PRIORITY 2000

0241693391234567
HAWKINS, FREDERIC H
9999 Z ST
HOME TOWN, USA 99999
DATE ACTION RESULT LETTER COLLECTOR-ID
AMOUNT DELQ 230.43
DELQ DATE 8/28/77
HOME PHONE & EXT. 777-555-1212-0000
BUS. NAME BUSY TOWN INC
BUS. PHONE & EXT. 777-555-1212-0000
***** COMMENTS *****
PAYOFF/TOTAL DUE 347.68
CONTACT DATE 10/28/77
PRIORITY 2000

0110644191234567
SARACO, DOMENICK J
9999 Z ST
HOME TOWN, USA 99999
DATE ACTION RESULT LETTER COLLECTOR-ID
AMOUNT DELQ 211.00
DELQ DATE 6/28/77
HOME PHONE & EXT. 777-555-1212-0000
BUS. NAME CONTROL DATA CORPORATION
BUS. PHONE & EXT. 714-452-6000-4444
***** COMMENTS *****
PAYOFF/TOTAL DUE 319.00
CONTACT DATE 11/01/77
PRIORITY 2000

0593975391234567
ROCK, SAMUEL
9999 Z ST
HOME TOWN, USA 99999
DATE ACTION RESULT LETTER COLLECTOR-ID
AMOUNT DELQ 303.00
DELQ DATE 8/28/77
HOME PHONE & EXT. 777-555-1212-0000
BUS. NAME US POST OFFICE
BUS. PHONE & EXT. 777-555-1212-0000
***** COMMENTS *****
PAYOFF/TOTAL DUE 452.00
CONTACT DATE 11/01/77
PRIORITY 2000

0605125121234567
GENZ, JOHN K
9999 Z ST
HOME TOWN, USA 99999
DATE ACTION RESULT LETTER COLLECTOR-ID
AMOUNT DELQ 270.96
DELQ DATE 6/28/77
HOME PHONE & EXT. 777-555-1212-0000
BUS. NAME AMERICAN CAN CO.
BUS. PHONE & EXT. 777-555-1212-0000
***** COMMENTS *****
PAYOFF/TOTAL DUE 403.39
CONTACT DATE 11/01/77
PRIORITY 2000

GRAHAM, JAMES P 9999 Z ST	0100024491204567	AMOUNT DELQ 303.53 DELQ DATE 6/12/77 HOME PHONE & EXT. 777-555-1212-0000 BUS. NAME CONTROL DATA CORPORATION BUS. PHONE & EXT. 714-452-6000-3333 ***** COMMENTS *****	PAYOFF/TOTAL DUE 401.70 CONTACT DATE 11/02/77 PRIORITY 2000
HOME TOWN, USA DATE ACTION	99999 R2 01 COLLECTOR-ID GARR		

SOTO, ANGELO E 9999 Z ST	0248285391234567	AMOUNT DELQ 212.73 DELQ DATE 10/01/77 HOME PHONE & EXT. 777-555-1212-0000 BUS. NAME DR A MOORE BUS. PHONE & EXT. 777-555-1212-0000 ***** COMMENTS *****	PAYOFF/TOTAL DUE 281.73 CONTACT DATE 11/03/77 PRIORITY 2000
HOME TOWN, USA DATE ACTION	99999 R2 01 COLLECTOR-ID GARR		

YOUNG, THEODORE D 9999 Z ST	0270007591234567	AMOUNT DELQ 296.47 DELQ DATE 8/30/77 HOME PHONE & EXT. 777-555-1212-0000 BUS. NAME TOWN OF GREENBURGH BUS. PHONE & EXT. 777-555-1212-0000 ***** COMMENTS *****	PAYOFF/TOTAL DUE 392.47 CONTACT DATE 11/05/77 PRIORITY 2000
HOME TOWN, USA DATE ACTION	99999 R2 01 COLLECTOR-ID GARR		

8 ACCOUNTS ASSIGNED TO QUEUE 0002

0236592621234567 AMOUNT DELQ 377.36 PAYOFF/TOTAL DUE 576.03
SMITH, CRAIG G DELQ DATE 10/27/77 CONTACT DATE 10/30/77
9999 Z ST HOME PHONE & EXT. 777-555-1212-0000 PRIORITY 2000
BUS. NAME COOPER LYBRAND
HOME TOWN, USA 99999 BUS. PHONE & EXT. 777-555-1212-0000
DATE ACTION RESULT LETTER COLLECTOR-ID ***** COMMENTS *****

0517797561234567 AMOUNT DELQ 318.19 PAYOFF/TOTAL DUE 422.82
LOPILATO, ANTHONY DELQ DATE 6/30/77 CONTACT DATE 11/01/77
9999 Z ST HOME PHONE & EXT. 777-555-1212-0000 PRIORITY 2000
BUS. NAME BUSY TOWN INC
HOME TOWN, USA 99999 BUS. PHONE & EXT. 777-555-1212-0000
DATE ACTION RESULT LETTER COLLECTOR-ID ***** COMMENTS *****

0553268091234567 AMOUNT DELQ 362.87 PAYOFF/TOTAL DUE 456.19
PURCELL, ANDREW JR DELQ DATE 6/12/77 CONTACT DATE 11/01/77
9999 Z ST HOME PHONE & EXT. 777-555-1212-0000 PRIORITY 2000
BUS. NAME NLE
HOME TOWN, USA 99999 BUS. PHONE & EXT. 777-555-1212-0000
DATE ACTION RESULT LETTER COLLECTOR-ID ***** COMMENTS *****

0565092291234567 AMOUNT DELQ 366.76 PAYOFF/TOTAL DUE 489.20
BROOKS, MICHAEL J DELQ DATE 9/12/77 CONTACT DATE 11/01/77
9999 Z ST HOME PHONE & EXT. 777-555-1212-0000 PRIORITY 2000
BUS. NAME HERRY HODES
HOME TOWN, USA 99999 BUS. PHONE & EXT. 777-555-1212-0000
DATE ACTION RESULT LETTER COLLECTOR-ID ***** COMMENTS *****

0306177221234567 AMOUNT DELQ 369.19 PAYOFF/TOTAL DUE 557.53
MAJOR'S WINE & LIQUOR STORE, DELQ DATE 5/19/77 CONTACT DATE 11/03/77
9999 Z ST HOME PHONE & EXT. 777-555-1212-0000 PRIORITY 2000
BUS. NAME MAJORS WINE LIQUOR
HOME TOWN, USA 99999 BUS. PHONE & EXT. 777-555-1212-0000
DATE ACTION RESULT LETTER COLLECTOR-ID ***** COMMENTS *****
11/01/77 A3 R1 SHER WILLING TO PAY

***** 5 ACCOUNTS ASSIGNED TO QUEUE 0003

```
0165360511234567      AMOUNT DELQ          718.59      PAYOFF/TOTAL DUE      823.38
RADIN, DAVID           DELQ DATE             9/01/77      CONTACT DATE           10/29/77
9999 Z ST              HOME PHONE & EXT.    777-555-1212-0000      PRIORITY                2000
                        BUS. NAME             BUSY TOWN INC
LA JOLLA, CA          99999
DATE ACTION RESULT LETTER COLLECTOR-ID ***** COMMENTS *****
BUS. PHONE & EXT.    777-555-1212-0000
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*****
0431294811234567      AMOUNT DELQ          626.88      PAYOFF/TOTAL DUE      745.30
DIGGS, LAWRENCE JR    DELQ DATE             4/28/77      CONTACT DATE           11/01/77
9999 Z ST              HOME PHONE & EXT.    777-555-1212-0000      PRIORITY                2000
                        BUS. NAME             BUSY TOWN INC
HOME TOWN, USA        99999
DATE ACTION RESULT LETTER COLLECTOR-ID ***** COMMENTS *****
BUS. PHONE & EXT.    777-555-1212-0000
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*****
0479043391234567      AMOUNT DELQ          552.26      PAYOFF/TOTAL DUE      688.76
PARISI, MICHAEL P     DELQ DATE             5/18/77      CONTACT DATE           11/01/77
9999 Z ST              HOME PHONE & EXT.    777-555-1212-0000      PRIORITY                2000
                        BUS. NAME             METROPOLITAN LIFE
HOME TOWN, USA        99999
DATE ACTION RESULT LETTER COLLECTOR-ID ***** COMMENTS *****
BUS. PHONE & EXT.    777-555-1212-0000
```

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*****
0549714491234567      AMOUNT DELQ          440.53      PAYOFF/TOTAL DUE      568.98
RYAN, HILLARD L       DELQ DATE             4/28/77      CONTACT DATE           11/01/77
9999 Z ST              HOME PHONE & EXT.    777-555-1212-0000      PRIORITY                2000
                        BUS. NAME             NY TEL. CO.
HOME TOWN, USA        99999
DATE ACTION RESULT LETTER COLLECTOR-ID ***** COMMENTS *****
BUS. PHONE & EXT.    777-555-1212-0000
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*****
*****
***** 4 ACCOUNTS ASSIGNED TO QUEUE 0004
```

***** TOTAL ACCOUNTS ASSIGNED: 112 *****

- END OF REPORT -

CYBER CREDIT SYSTEM
VERSION 3.0
SYSTEM VERIFICATION

UPDATE FROM TAPE ARCHIVE
AS OF: 12/15/77

PAGE 1

ACCOUNT NUMBER DATES OF TAPES TO BE RETRIEVED

0469123191234567 11/01/77
0476336781234567 11/01/77

*** END OF REPORT ***

ACCOUNT NUMBER	BORROWERS NAME	DATE OF TAPE	RECORDS ADDED TO ACTIVITY FILE
0469123191234567	ALEXANDER,SUE C	11/01/77	NO
0476336781234567	D'LOUGHLIN,MICHAEL J K	11/01/77	NO

*** END OF REPORT ***

TRAN CODE	ACCOUNT NUMBER	PAYMENT AMOUNT	PAYMENT DATE	STATUS
501	0100024491204567	10.00	10/15/77	UPDATE
501	0100024491204567	20.00	10/20/77	UPDATE
501	0100024491204567	30.00	10/25/77	UPDATE

TOTALS

ACCOUNTS NUMBER
UPDATED 3
REJECTED

*** END OF REPORT ***

REPORT GENERATOR DATA NAME LIST

NAME	STARTING POSITION	LENGTH	DATA TYPE	EDIT CODE	DEC POS	DESCRIPTION	SUB NAME1	SUB NAME2	SUB NAME3	SUB NAME4	SUB NAME5
MACCT	0001	0016	A			ACCOUNT NUMBER					
MACT	0307	0360	A			COLLECTUR ACTIVITY BLOCK					
MACTFG	0001	0001	A			ACCOUNT TYPE FLAG					
MADL	0246	0016	A			ADDITIONAL ACCOUNT NUMBER					
MADLQ	0887	0009	T	A	2	AMOUNT DELINQUENT (PAST DUE)					
MADR1	0048	0030	A			BORROWERS ADDRESS LINE 1					
MADR2	0078	0030	A			BORROWERS ADDRESS LINE 2					
MBAD	0177	0030	A			BUSINESS ADDRESS					
MBBR	0950	0005	A			BANK BRANCH					
MBCS	0207	0020	A			BUSINESS CITY, STATE					
MBEX	0242	0004	A			BUSINESS PHONE EXTENSION					
MBSG	0286	0001	A			ACCOUNT BUSY FLAG					
MBSM	0147	0030	A			BUSINESS NAME					
MBSH	0232	0010	A			BUSINESS PHONE					
MBSZ	0227	0005	A			BUSINESS ZIP CODE					
MCBAL	0896	0009	T	A	2	CURRENT BALANCE					
MCCDT	0869	0006	N	Y	0	DATE ACCT 1ST APPRS IN CCS SYS					
MCMN	0938	0001	A			NUMBER OF COSIGNERS					
MCPGD	0914	0006	N	Y	0	CURRENT PAYOFF GOOD UNTIL					
MCS	0108	0020	A			BORROWERS CITY, STATE					
MCLDT	0875	0006	N	Y	0	DATE ACCOUNT DELINQUENT FROM					
MCDL	1013	0003	N	3	0	# OF DAYS ACCOUNT DELINQUENT					
MEXT	0143	0004	A			BORROWERS EXTENSION/COMMENT					
MLLAT	0848	0009	N	C	2	LAST LETTER REQUEST AMOUNT					
MLLDT	0842	0006	N	Y	0	LAST LETTER REQUEST DATE					
MLDN	0955	0008	A			LOAN OFFICER					
MNADR	0018	0116	A			BORROWERS NAME/ADDR COMBINED	MNAM	MADR1	MADR2	MCS	MZP
MNAM	0018	0030	A			BORROWERS NAME					
MMPA	0920	0009	N	A	2	NEXT PAYOFF AMOUNT					
MNXTC	0275	0006	N	Y	0	NEXT CONTACT DATE					
MUAMT	0929	0009	N	C	2	OPEN AMOUNT/CREDIT LIMIT					
MULNAM	1047	0006	A			OLD KEY VALUE-NAME CHANGE					
MULS	0295	0001	A			RESERVED FOR ON-LINE COLLECT					
MUPDT	0881	0006	N	Y	0	ACCOUNT OPEN DATE					
MP1	0667	0030	A			PERMANENT COMMENT 1					
MP2	0697	0030	A			PERMANENT COMMENT 2					
MP3	0727	0030	A			PERMANENT COMMENT 3					
MPAD1	0757	0030	A			PREVIOUS ADDRESS 1					
MPAD2	0787	0030	A			PREVIOUS ADDRESS 2					
MPCS	0817	0020	A			PREVIOUS CITY, STATE					
MPOU	0300	0006	N	Y	0	DATE QUEUE CHANGED					
MPPG	0285	0001	A			PROMISE TO PAY FLAG					
MPPH	0133	0010	A			BORROWERS HOME PHONE					
MPPA	1022	0009	N	A	2	PROMISED TO PAY AMOUNT					
MPPB	1039	0002	N	3	0	# OF BROKEN PROM TO PAY					
MPPCD	1041	0006	N	Y	0	PROMISE TO PAY COMMIT DATE					
MPPU	1016	0006	N	Y	0	PROMISED TO PAY DATE					
MPPK	1037	0002	N	3	0	# KEPT PROMISES TO PAY					
MPOU	0296	0004	A			PREVIOUS QUEUE ASSIGNED					
MPRI	0281	0004	A			ACCOUNT PRIORITY CODE					

REPORT GENERATOR DATA NAME LIST

	STARTING		DATA	EDIT	DEC		DESCRIPTION	SUB	SUB	SUB	SUB	SUB
	NAME	POSITION										
HPTS	0947	0003	A				CREDIT/POINT SCORE					
HPYOF	0905	0009	T	A	2		CURRENT PAYOFF/TOTAL DUE					
HPZC	0837	0005	A				PREVIOUS ZIP CODE					
HQAS	0294	0001	A				QUEUE REASSIGN CODE					
HQUE	0271	0004	A				QUEUE ASSIGNED					
HRCD	0291	0001	A				ACCOUNT REVIEW CODE					
HSCD	0292	0002	A				SUPV STAT CODE-NOT USED BY CCS					
HSDF	0473	0040	A			1	SPECIAL DESCRIPTION FIELD					
HSLCD	0017	0001	A			0	BORROWERS SALUTATION CODE					
HSOC	0262	0009	A			0	SOCIAL SECURITY NUMBER					
HSTC	0306	0001	A			0	ACCOUNT STATUS CODE					
HSTDT	0857	0006	N	Y	0	0	DATE ACCT LAST UPD BY A/R SYS					
HSUP	0287	0004	A			0	SUPERVISOR FOR THIS ACCOUNT					
HUCD	0963	0004	A			0	ACCOUNT TYPE CODE/PRODUCT TYPE					
HTD3	0967	0002	N		3	0	# TIMES ACCT 30 DAYS DELINQ					
HTD6	0969	0002	N		3	0	# TIMES ACCT 60 DAYS DELINQ					
HTD9	0971	0002	N		3	0	# TIMES ACCT 90 DAYS DELINQ					
HTHD	1031	0006	N	Y	0	0	DATE OF TAPE, IF IN HISTORY					
HTP	0939	0008	A			0	RESERVED FOR FUTURE USE					
HUPDT	0863	0006	N	Y	0	0	DATE ACCT LAST UPDATED BY CHG					
HZP	0128	0005	A			0	BORROWERS ZIP CODE					

RG SUMMARY ACCOUNT LIST REPORT

MACCT	HNAH	HOLDT	MADLO	MPYOF	HQUE	MPPD	MPPA
0100024491204567	GRAHAM, JAMES P	6/12/77	303.53	401.70	0002		.00
0100135561234567	DAVIS, JOAN E	7/23/77	107.52	168.36	0001		.00
0106944291234567	SIMONE, DUNNA H	5/01/77	49.50	94.50	0001		.00
0107879631234567	SPARKS, BARBARA B	8/30/77	97.13	116.65	0001		.00
0110644191234567	SARACO, DOMENICK J	6/08/77	211.00	319.00	0002		.00
0110813101234567	ANGREES, RICHARD	9/12/77	6.51	110.56	0001		.00
0129537571234567	OBRIEN, MICHAEL	5/18/77	21.68	42.79	0001		.00
0131593391234567	CONCA, SAM	10/18/77	90.33	179.39	0001		.00
0137006531234567	FRIEDMAN, GLENN H	4/16/77	70.30	136.00	0001		.00
0147346781234567	RAHLS, YVONNE	8/26/77	84.52	127.16	0001		.00
0149907691234567	MAYE, KENNETH E	5/28/77	147.87	218.87	0001		.00
0164884221234567	BACHARACH, MARYLEE	10/27/77	133.54	231.64	0001		.00
0165360511234567	RADIN, DAVID	9/01/77	718.59	823.38	0004		.00
0173712471234567	MCGRATH, PHILIP J	6/30/77	38.27	83.20	0001		.00
0174434561234567	HAURO, JOHN	5/19/77	24.29	42.10	0001		.00
0174747381234567	BROOH, ALMA H	8/28/77	7.52	74.03	0001		.00
0181406481234567	SHEARN, DWIGHT H	9/23/77	37.21	56.82	0001		.00
0182874321234567	LAZO, EDWARD H	10/01/77	168.43	336.90	0001		.00
0186126781234567	ARRINGTON, WILLIAM H	6/28/77	30.40	45.62	0001		.00
0189348761234567	SEPULVEDA, JOSEPH A	4/28/77	124.91	188.60	0001		.00
0194384871234567	HARTINDALE, WINSTON A	6/12/77	131.93	204.16	0001	11/15/77	100.00
0197026491234567	HAIDUCK, NEAL GOODMAN	7/23/77	74.12	98.12	0001		.00
0204414681234567	RIOS, ANTONIO	5/01/77	.00	8.89	0001		.00
0207271481234567	HIGGINS, HARVIN	8/30/77	115.67	150.18	0001		.00
0212262571234567	ROSS, ROBERT	6/08/77	61.62	121.86	0001		.00
0214925591234567	AURRICHO, LOUIS	9/12/77	74.64	113.41	0001		.00
0216323171234567	GREAVES, FRANKLIN E	5/18/77	.00	3.61	0001		.00
0230915101234567	FOGLIA, MARGUERITE M	10/18/77	54.18	82.22	0001		.00
0234384871234567	TRIPPI, LORRAINE A	4/16/77	.00	.83	0001		.00
0235042071234567	ALLEN, JANET E	8/26/77	18.95	37.68	0001		.00
0236341591234567	PIGDEON, R V	5/28/77	90.37	171.59	0001		.00
0236592621234567	SMITH, CRAIG G	10/27/77	377.36	576.03	0003	11/15/77	25.00
0239023871234567	BROOKS, CHARLES E	9/01/77	72.41	108.88	0001		.00
0239409191234567	BRAY, DAVID P	6/30/77	141.23	197.77	0001		.00
0241465771234567	ELEARY, CURNELIUS	5/19/77	.00	75.44	0001		.00
0241693391234567	HAWKINS, FREDERIC H	8/28/77	230.43	347.68	0002		.00
0243719561234567	SAVARESE, RAYMOND D I	9/23/77	33.34	74.04	0001		.00
0248285391234567	SOTO, ANGELO E	10/01/77	212.73	281.73	0002		.00
0250174491234567	LOZANO, JOSEPHINE M	6/28/77	28.96	49.69	0001		.00
0250214491234567	PETERSON, DELORES P	4/28/77	135.80	184.31	0001		.00
025350361234567	MORGAN, EDWARD	6/12/77	36.76	53.45	0001	11/15/77	10.00

RG SUMMARY ACCOUNT LIST REPORT

HACCT	HNAH	HOLDT	MADLO	MPYQF	MOUE	MPPD.	MPPA
0263007561234567	CHAMBERS,LLOYD R	7/23/77	59.21	87.75	0001		.00
0267317591234567	BALVELT,HAROLD	5/01/77	86.10	128.10	0001		.00
0270007591234567	YOUNG,THEODORE D	8/30/77	296.47	392.47	0002		.00
0273083321234567	BECKER,ROBERT E	6/08/77	.00	154.06	0001		.00
0276992191234567	YOUNGHANS,JOSEPHINE M	9/12/77	25.84	38.83	0001		.00
0278634561234567	WILLIAMS,RICHARD L	5/18/77	125.40	166.74	0001		.00
0282282291234567	MAYMES,DEMA	10/18/77	42.75	43.19	0001		.00
0282798591234567	RANDALL,LEHIS W	4/16/77	61.31	97.85	0001		.00
0282990691234567	PAGANO,JOHN A	8/26/77	209.93	309.87	0001		.00
0283219591234567	JONES,PATRICIA A	5/28/77	.00	.83	0001		.00
0287164291234567	SHEENEY,MARTIN J	10/27/77	4.13	105.13	0001		.00
0288571481234567	GORDIAN,DOMINGO	9/01/77	92.56	146.78	0001		.00
0292117571234567	HEISS,EDWARD	6/30/77	58.56	110.03	0001		.00
0306177221234567	MAJDR'S WINE & LIQUOR STORE,	5/19/77	369.19	557.53	0003	11/15/77	35.00
0308046431234567	PREZIOSO,WILLIAM R	8/28/77	.00	1.93	0001		.00
0311475771234567	LEE,THOMAS J	9/23/77	41.22	81.28	0001		.00
0314907971234567	RODRIGUEZ,NORAH	10/01/77	.00	15.58	0001		.00
0332898561234567	DURHAM,ANGELYNN	6/28/77	63.01	104.07	0001		.00
0346013171234567	WILLIAMS,EDNA MAE	4/28/77	.32	15.06	0001		.00
0349716481234567	BAILEY,GEORGE	6/12/77	4.78	24.54	0001		.00
0353693391234567	NIESSL,THOMAS	7/23/77	18.30	37.11	0001		.00
0354019101234567	CLARKE,GLADSTONE	5/01/77	13.74	13.91	0001		.00
0359666691234567	HODGE,MELVIN	8/30/77	133.29	197.29	0001		.00
0368074191234567	DEMAIO,WALTER M	6/08/77	98.40	146.40	0001		.00
0377475561234567	JACKSON,KARL D	9/12/77	32.75	51.67	0001		.00
0378065561234567	CAMPBELL,WILLIE G	5/18/77	77.79	170.56	0001		.00
0378864491234567	EADY,CARNEI G	10/18/77	88.76	162.24	0001		.00
0378924121234567	HENRY,MICHELE A	4/16/77	83.13	135.37	0001		.00
0384715101234567	PURSLEY,WILLIE R	8/26/77	51.61	52.37	0001		.00
0396211661234567	BEDICS,JOSEPH F	5/28/77	.00	.68	0001		.00
0397288631234567	FLAMHOLTZ,CARL	10/27/77	22.30	43.96	0001		.00
0401578631234567	MARTELLO,LAWRENCE	9/01/77	3.11	52.31	0001		.00
0402013101234567	ROBINSON,SHEILA C	6/30/77	50.07	99.34	0001		.00
0417047671234567	CASALE,JOHN B MD	5/19/77	43.35	82.27	0001		.00
0418074291234567	HUNTER,DONALD	8/28/77	120.00	240.00	0001		.00
0428040581234567	HUNOZ,SIGIDFREDO	9/23/77	127.37	174.05	0001		.00
0428807591234567	BRONTE,DAVIEL PETER	10/01/77	169.59	223.59	0001		.00
0431234561234567	VELAZQUEZ,ROMALD	6/28/77	22.15	37.05	0001		.00
0431294811234567	DIGGS,LAWRENCE JR	4/28/77	626.88	745.30	0004		.00
0434395981234567	HUNT,WILLIAM	6/12/77	191.55	289.00	0001		.00
0452924191234567	COLON,EUGENE	6/18/77	185.95	263.25	0001		.00

RG SUMMARY ACCOUNT LIST REPORT

MACCT	HNAM	HOLDT	HADLO	HPYOF	HQUE	HPPD	HPPA
0457185561234567	SABLO, DONNA P	5/01/77	.00	36.42	0001		.00
0464123191234567	ALEXANDER, SUE C	7/30/77	26.62	52.40	0001		.00
0476044291234567	FOOTE, DORIS	5/08/77	157.85	234.85	0001		.00
0476336781234567	O'LOUGHLIN, MICHAEL J K	8/12/77	30.53	67.95	0001		.00
0479043391234567	PARISI, MICHAEL P	4/18/77	552.26	698.76	0004		.00
0482825591234567	MARSHALL, CHARLES	8/18/77	53.78	83.69	0001		.00
0488626391234567	HALL, JOYCE	4/16/77	63.40	92.44	0001		.00
0489201811234567	COFFEY, J. ARTHUR	8/26/77	2.00	68.45	0001		.00
FINAL TOTALS			8,950.86	13,873.14			
FINAL RECORD COUNT		90					

CCS FILE DESCRIPTIONS

E

This appendix contains a description of the data files used in CCS.

the primary key, account number, columns 1 through 16. There is one record in the file for each active account in DELQMST.

ACCOUNT AGING FILE (ACCAGE)

This file contains the information necessary to generate the trend analysis file, which is an analysis of the portfolio by account age in delinquency. ACCAGE is indexed with

HEADER RECORD

1	27	BLANK
27	28	UPDATE CODES
29	6	RUN DATE (OPERATOR INPUT)
35	6	LAST RUN DATE
41	50	BLANK

TABLE E-1. ACCOUNT AGING FILE

Start Column	Number Character	Field Description
1	1	Account group
2	15	Account number
17	4	Queue
21	4	Queue last run
25	4	Product type
29	6	Delinquency date
35	3	Days delinquent
38	3	Days delinquent last run
41	9	Current payoff
50	9	Current payoff last run
59	9	Amount delinquent
68	9	Amount delinquent last run
77	1	Status code
78	4	Program flags
82		End of records = record length

COLLECTOR ACTIVITY FILE (ACTFIL)

The collector activity file contains all collector-entered activities in a compressed format. The file is 500

characters in length, and the primary key is columns 1 through 18 (the CCS account number and suffix). The suffix controls the order of retrieval. The smallest is the most recent block, and suffixes greater than 50 are blocks which were brought back from history.

TABLE E-2. COLLECTOR ACTIVITY FILE

Start Column	Number Character	Field Name	Field Description
1	1	AAFG	Account group
2	15	AACCT	Account number
17	2	ASUF	ACTFIL suffix
19	482	ABLK	Activity block
500			End of record = record length

TABLE E-3. COLLECTOR ACTIVITY FILE - UNCOMPRESSED
FORMAT OF EACH ACTIVITY BLOCK

Start Column	Number Character	Field Name	Field Description
1	6	ACNDT	Contact Data
7	2	AACCD	Action Code
9	2	ARSCD	Result Code
11	2	ALTCD	Letter Code
13	4	ACOID	Collector ID
17	60	ACOMM	Comment

ACTIVE USER ID FILE - (ACTIVE)

characters in length and the primary key is the collector ID (columns 1-4).

The active collector ID file contains information on all collectors currently signed-on and using COLECT. It is 10

TABLE E-4. ACTIVE USER ID FILE

Start Column	Number Character	Field Name	Field Description
1	4	ACOLL	Collector
5	2	APNO	Port Number
7	4	ATLO	Time Logged On
10			End of Record = Record Length

ACTIVITY VERIFICATION TABLE FILE (ACTVERTB)

The activity verification table contains the information necessary for COLECT to verify a collector's activity sequence.

The file is comprised of five subrecords with 32 words each.

The individual record formats are as follows:

- Record 1 - A list of up to 32 action codes is utilized. The list is terminated by '***' for less than 32 codes.
- Record 2 - The same as record 1 except that the result codes are utilized.
- Record 3 - A bit mask where the Nth entry indicates which result codes (each result code is represented by one bit), of the first 16 result codes in record 2, are valid with the Nth action code.
- Record 4 - The same as record 3, except that the second 16 result codes are utilized

- Record 5 - The Nth has the following meaning:

Bit 15	-Letter requirement for Nth action code.
Bit 14	-Comment requirement for Nth action code.
Bits 8-13	-Next contact date in days for Nth action code.
Bit 7	-Letter requirement for Nth result code.
Bit 6	-Comment requirement for Nth result code.
Bits 0-5	-Next contact date in days for Nth result code.

NOTE

For letter and comment requirements, nonzero implies required; zero implies optional.

ADD ACCOUNT LIST FILE (ADDACT)

program. This file is used for updating history accounts and processing name changes.

The ADDACT file contains account numbers for records added or name change records processed by the update

TABLE E-5. ADD ACCOUNT LIST FILE

Start Column	Number Character	Field Description
1	1	Account group
2	15	Account number
17	1	Code A = add, N = name change
17		End of record = record length



ACCOUNT AGING FILE (AGEWRK)

This file contains the information necessary to generate the trend analysis file, which is an analysis of the portfolio by account age in delinquency. AGEWRK is a sequential file. It is the output file from the sort of RSWFIL and ACCAGE.

HEADER RECORD

1	27	BLANK
27	28	UPDATE CODES
29	6	RUN DATE (OPERATOR INPUT)
35	6	LAST RUN DATE
41	50	BLANK

TABLE E-8. SORTED ACCOUNT AGING FILE (AGEWRK)

Start Column	Number Character	Field Description
1	1	Account group
2	15	Account number
17	4	Queue
21	4	Queue last run
25	4	Product type
29	6	Delinquency date
35	3	Days delinquent
38	3	Days delinquent last run
41	9	Current payoff
50	9	Current payoff last run
59	9	Amount delinquent
68	9	Amount delinquent last run
77	1	Status code
78	4	Program flags
82		End of records = record length

COLLECTOR STATISTICS FILE (COLSTATS)

each collector/code used. The primary key is columns 1 through 7.

This file contains the counts of action/result codes that have been entered by each collector. There is a record for

TABLE E-9. COLLECTOR STATISTICS FILE

Start Column	Number Character	Field Description
1	1	A = action, R = result
2	4	Collector ID
6	2	Action or result code
8	4	Daily counts
12	4	Weekly counts
16	4	Monthly counts
20		End of record = record length

COSIGNER FILE (COSIGNER)

length, and the primary key into the file is the borrower's 16-digit account number.

The cosigner file contains all the information concerning the cosigners, nearbys, or relatives. It is 362 characters in

TABLE E-10. COSIGNER FILE

Start Column	Number Character	Field Name	Field Description
1	1	CACTFG	Account group
2	15	CACCT	Account number (1 through 16 file key 1)
17	1	CRES	Reserved for future use
18	1	CSLC1	Cosigner 1 Salutation code
19	1	C1FG	Flag
20	30	CN1	Name
50	30	CA1	Address
80	20	CS1	City, state
100	5	CZ1	Zip code
105	10	CH1	Home phone (area code and number)
115	4	CHE1	Home extension/comment
119	10	CB1	Business phone (area code and number)
129	4	CBE1	Business extension
133	1	CSLC2	Cosigner 2 Salutation code
134	1	C2FG	Flag
135	30	CN2	Name
165	30	CA2	Address
195	20	CS2	City, state
215	5	CZ2	Zip code
220	10	CH2	Home phone (area code and number)
230	4	CHE2	Home extension/comment
234	10	CB2	Business phone (area code and number)
244	4	CBE2	Business extension
248	1	CSLC3	Cosigner 3 salutation code
249	1	C2FG	Flag
250	30	CN3	Name
280	20	CA3	Address

TABLE E-10. COSIGNER FILE (Contd)

Start Column	Number Character	Field Name	Field Description
310	20	CS3	City, state
330	5	CZ3	Zip code
335	10	CH3	Home phone (area code and number)
345	4	CHE3	Home extension/comment
349	10	CB3	Business phone (area code and number)
359	4	CBE3	Business extension
362			End of record = record length

DAILY ASSIGNMENT START FILE (DAQUE)

start account for the on-line automatic function. The file is indexed with the primary key, queue, columns 1 through 4.

This file contains the starting account for each queue within the daily assignment file. This is used to locate the

TABLE E-11. DAILY ASSIGNMENT START

Start Column	Number Character	Field Name	Field Description
1	4	DQUE	Queue
5	4	DRRN	Relative record pointer
8			End of record = record length

DECISION TABLE FILE (DECTBL)

This file is used to control the assignment of collector numbers and account priorities. Its contents may be modified via the program DECMTN. It interfaces to CCS routines via the program RPGDT1 and FTNDT1.

The file and its associated processing subroutines provide a decision table look-up function. A value for one in a sequence of values may be returned to a calling program based on logical operations or up to nine input parameters.

The file consists of one record that is essentially a decision table. The table is composed of individual tests. Each test can logically compare up to nine input parameters against values within the table and, if the test proves true, assign a specific value to the returned parameters.

Tests are grouped together within levels. A specific grouping (level) of tests is processed until a test proves true. If the level is exhausted before a true test is found, control is returned to the calling program. If a test within the level proves true, the designated value is assigned to the returned parameter; processing either continues with the next level (as indicated in the true test) or returns to the caller (if the true test does not include a next level).

The file DECTBL is created by DECMTN. There are eight tests within the table that are divided into three levels. The fields within each test are listed below.

- Test number - A sequential numbering of all the tests within the table. Test number 1 is always the first test to be examined upon entry to the processing routines. The test number is used by DECMTN to add, delete, or display tests.
- Level 1 - The level of tests to which a specific test belongs. Groups (levels) of tests must be in the table in increasing order. Levels may have values from one to nine.
- Next level - The level of tests to transfer control to, if the test proves true. The next level must have a value greater than the level value, unless control is to be returned to the user immediately (next level = 0).
- Number of parameters - The number of parameters in the test. There may be from one to nine parameters.
- Parameter number - Each parameter has up to four fields associated with it in the table. These fields are operator, comparison value (5), and connector.

NOTE

Comparisons are done in ASCII sequence.

- Parameter operator - This is the logical operator used in processing the user-supplied parameter. Options and descriptions include the following:
 - Null - Do not look at the parameter, but force true condition for this parameter.
 - .EQ. - Compares the 6-byte field, supplied by the user, to the 6-byte field, identified by parameter value 1 for equality. If equal, the parametric processing is true.
 - .NE. - Performs complementary processing to .EQ.: that is, true if user-supplied value not equal to table value.
 - .LE. - Compares the user-supplied field with table value and resolves as true if supplied value is less than or equal to table value.
 - .GT. - Performs complementary processing to .LE.: that is, true if user-supplied value is greater than table value.
 - .WE. - Compares the user-supplied field against parameter value 1 and parameter value 2 and resolves as true if the supplied value is within or equal to the bounds values.
 - .OS. - Performs complementary processing to .WE.: that is, true if supplied value is outside the bounds.
- Parameter value 1 - The six character positions between the asterisks represent the table value used by all operators except NULL. This field should not contain special characters, only 0 through 9, blank, or A through Z.
- Parameter value 2 - The six character positions between the asterisks represent the second table value used by operators .WE. and .OS.
- Parameter connector - This is the logical connector to be used in combining parameters in multiple parameter tests. Two values are allowed: .AND. or .OR.. Table processing evaluates each parameter within a test for true or false and then evaluates the entire test using the connectors. Connectors are always evaluated from left to right, with the lowest numbered parameters first. The .OR. connector is inclusive.
- Number of returned values - This is the number of possible values to be returned to the user should the test prove true. The routines cycle through the values returning the next value in line on each successive true evaluation of the test. A selected group of collectors may be assigned on a round-robin basis to the same category of accounts. There can be from 1 to 99 unique returned values.

- Current returned value - This field is reserved for future use. The current implementation starts at the first returned value on each computer run.
- Returned values - These are the 4-byte values returned when a test proves true. The returned values should contain no special characters, only 1 through 9, blanks, or A through Z.

DECTBL is used for two functions: collector assignment and account priority assignment.

The sample customer requirements for collector assignment are to assign accounts less than \$500 and 90 days delinquent to collectors 1, 2, 3, 4, and 5; assign accounts less than \$500 but over 90 days delinquent to collectors 6 and 7; assign accounts over \$500 but less than 90 days delinquent to collectors 8 through 21 or collector 25; assign accounts over \$500 and 90 days delinquent to collectors 22, 23, and 24.

The requirements for priority assignment are to work accounts whose last contact yielded a result of promise-to-pay. Accounts within this category of over \$100 delinquent are given the highest priority. Non promise-to-pay (PP) accounts should be worked after PP, but with delinquent accounts over \$100 coming first within this category.

The calling programs pass the decision table routines three parameters. If the caller is after collector numbers, he passes the six most significant digits of amount delinquent as the first parameter. (Since this field is carried as a nine-digit field, this puts \$500 into a field as 000050.) The second parameter is the number of days delinquent, and the third parameter is blank.

If the caller is after priority, he passes amount delinquent (as above) as the first parameter. The second parameter is the result code from the last contact, and the third parameter is p.

Processing of each user-call starts with the first test. This test is used to separate the priority requests from the collector requests. If a priority is made, test 1 will be true, a priority of 1000 is assigned, and the level 2 test is performed before returning to the caller.

Tests 2 through 5 are used to distribute the accounts to the various collectors. Test 5 is an unconditional assignment of all accounts not satisfying tests 2, 3, or 4 to collectors 22, 23, or 24.

Tests 6, 7, and 8 further assign priorities. The default assignment of priorities (done for collectors in test 5) has already been accomplished by test 1.

Table E-12 shows some results expected from specific requests.

TABLE E-12. PARAMETERS AND RESULTS

Parameters			Result
P1	P2	P3	
\$600.00	120		0022
\$600.00	120		0023
\$ 60.00	87		0001
\$ 60.00	SL	P	1000
\$ 60.00	SL	P	1000
\$ 60.00	PP	P	3000
\$500.00	90		0002

TABLE E-13. DECISION TABLE CONTENTS

Test No.	Next Level	Next Level	No. of Params	Param No.	Param Operator	Param Value 1	Param Value 2	Param Connector	No. Of Return Values	Current RET Value	Returned Values
1	1	2	3	1	NULL	* *	* *	.AND.	01	00	1000
				2	NULL	* *	* *	.AND.			
				3	.EQ.	*P *	* *				
2	1	0	2	1	.LE.	*000050*	* *	.AND.	05	00	0001,0002,0003,0004,0005
				2	.LE.	*000090*	* *				
3	1	0	2	1	.LE.	*000050*	* *	.AND.	02	00	0006,0007
				2	.GT.	*000090*	* *				
4	1	0	2	1	.GT.	*000050*	* *	.AND.	15	00	0008,0009,0010,0011,0012, 0013,0014,0015,0016,0017, 0018,0019,0020,0021,0025
				2	.LE.	*000090*	* *				
5	1	0	2	1	NULL	* *	* *	.AND.	03	00	0022,0023,0024
				2	NULL	* *	* *				
6	2	0	2	1	.GT.	*000010*	* *	.AND.	01	00	2000
				2	.NE.	*PP *	* *				
7	2	0	2	1	.LE.	*000010*	* *	.AND.	01	00	3000
				2	.EQ.	*PP *	* *				
8	2	0	2	1	NULL	* *	* *	.AND.	01	00	4000
				2	.EQ.	*PP *	* *				
NOTE: END OF TABLE TOTAL TABLE LENGTH = 176 MAXIMUM TABLE LENGTH = 1500											

MASTER FILE (DELQMST)

The DELQMST file contains all the information relating to the borrower's delinquent account. The primary key is the

borrower's 16-character account number. The secondary key is the first 6 characters of the borrower's name. The record is 2000 characters in length.

TABLE E-14. MASTER FILE

Start Column	Number Character	Field Name	Field Description
1	1	MACTFG	Account group
2	15	MACCT	Account number (1 through 16 file key 1)
17	1	MSLCD	Borrower's salutation code
18	30	MNAM	Borrower's name (18 through 23 file key 2)
48	30	MADR1	Borrower's address line 1
78	30	MADR2	Borrower's address line 2
108	20	MCS	Borrower city, state
128	5	MZP	Borrower zip code
133	10	MPHN	Borrower home phone (area code and number)
143	4	MEXT	Borrower extension/comment
147	30	MBNM	Business name
177	30	MBAD	Business address
207	20	MBCS	Business city, state
227	5	MBZP	Business zip code
232	10	MBPH	Business phone (area code and number)
242	4	MBEX	Business phone extension
246	16	MADL	Additional account number
262	9	MSOC	Social security number
271	4	MQUE	Queue assigned (can be changed by supervisor; see queue reassign code)
275	6	MNXTC	Next contact date
281	4	MPR1	Account priority code
285	1	MPFG	Promised to pay flag
286	1	MBFG	Reserved
287	4	MSUP	Supervisor for this account
291	1	MRCO	Account review code (cannot be reviewed if nonblank account)
292	2	MSCD	Supervisor status code (not used by CCS)

TABLE E-14. MASTER FILE (Contd)

Start Column	Number Character	Field Name	Field Description
294	1	MQAS	Queue reassign code (reassignment is permanent if nonblank queue)
295	1	MOLS	On-line COLECT use
296	4	MPQU	Previous queue assigned
300	6	MPDQ	Date queue changed
306	1	MSTC	Account status code
307	360	MACT	Collector activity block
667	30	MP1	Permanent comment 1
697	30	MP2	Permanent comment 2
727	30	MP3	Permanent comment 3
757	30	MPAD1	Previous address 1
787	30	MPAD2	Previous address 2
817	20	MPCS	Previous city, state
837	5	MPZC	Previous zip code
842	6	MLLDT	Last letter request date
848	9	MLLAT	Last letter request amount
857	6	MSTDT	Date account last updated by A/R system
863	6	MUPDT	Date account last updated via change screen
869	6	MCCDT	Date account first appears in CCS
875	6	MDLDT	Date account delinquent from
881	6	MOPDT	Account open date
887	9	MADLQ	Amount delinquent (past due)
896	9	MCBAL	Current balance
905	9	MPYOF	Current payoff/total due
914	6	MCPGD	Current payoff good until
920	9	MNPA	Next payoff amount
929	9	MOAMT	Open amount/credit limit
938	1	MCMN	Number of cosigners
939	8	MTP	Reserved for future use
947	3	MPTS	Credit/point score

TABLE E-14. MASTER FILE (Contd)

Start Column	Number Character	Field Name	Field Description
950	5	MBBR	Bank branch
955	8	MLON	Loan officer
963	4	MTCB	Account type code/product type
967	2	MTD3	Number of times account is 30 days delinquent
969	2	MTD6	Number of times account is 60 days delinquent
971	2	MTD9	Number of times account is 90 days delinquent
973	40	MSDF	Special description field
1013	3	MDYDL	Number of days account delinquent
1016	6	MPPD	Promise to pay date
1022	9	MPPA	Promise to pay amount
1031	6	MTHD	Date of tape, if in tape history
1037	2	MPPK	Number of kept promises to pay
1039	2	MPPB	Number of broken promises to pay
1041	6	MPPCD	Promise to pay commitment date
1047	6	MONAM	Old key values name change
1053	4	MRESV	Reserved
1057	944	MCUS	Customer-defined information
2000			End of record = record length

DAILY ASSIGNMENT FILE (DLYASSN, DLYWRK)

accounts are to be reviewed each day within each queue. DLYWRK contains all accounts assigned for supervisor review.

This file contains the information necessary to create the daily queue review files. This is the order in which

TABLE E-15. DAILY ASSIGNMENT FILE

Start Column	Number Character	Field Name	Field Description
1	1	DACFG	Account group
2	15	DACCT	Account number
17	4	DQUE	Queue assigned
21	6	DNXTC	Next contact date
27	4	DPRI	Account priority
31	8	DRES	Reserved for future use
39	1	DSTAT	Account status code
40			End of record = record length

INACTIVE ACCOUNT LIST FILE DEFINITION (INACCT)

the HISTORY System and removed from the active accounts file. The primary key is the account group and number columns 1 through 16).

The INACCT file contains information necessary for determining when an inactive account should be moved to

TABLE E-16. INACTIVE ACCOUNT LIST FILE

Start Column	Number Character	Field Name	Field Description
1	1	IACFG	Account Groups
2	15	IACCT	Account Number (Cols 1-16 File Key)
17	1	ISTC	Account Status Code (R, S, or W)
18	1	IPFLAG	Program Flag
19	6	IINDT	Date Account Became Inactive
24			End of Record = Record Length

LETTER DESCRIPTION INPUT FILE (LTRDESC)

This 80-character record editor file contains the information necessary to build the letter file (LTRFIL). It is the input file for the LTRBLD program.

These records are required to indicate the location and position of the dates, amounts, and strings in the letter, as well as the body of the letter.

Layout of each letter format specification record:

Line number
Column number
Length
Type
Master file position

SAMPLE LETTER DESCRIPTION FILE

*A,01
FMSTDT=02,36,D,0275,03
F CURRENT BAL REPORT TABLE=02,21,MCBAL
Dear@1**2

Your promise to pay by was **1
accepted in good faith. However, as of **1
this date we have not received the agreed **1
upon payment nor have we heard from you. **2
Would you be so kind as to give us a call **1
at the earliest convenient time for you **1
during the day to discuss the reason for **1
you not being able to to keep your promise. **2
Sincerely,**4

END

*A,2

F=NO

Dear Customer**2

As a follow up of our conversation this morning **1
I would like to add that if for any reason you **1
are unable to keep your promise, please give me **1
a call.**2
Sincerely,**4

END

*A,3

F DATE FIRST IN CCS = 02,07,D,869,03

F CURRENT BALANCE =04,34,\$,0896,0

F CURRENT DATE =05,04,D,0000,03

Dear@1**2

Since we have been continuously in contact **1
with you concerning your account.**2
Our agreement was for you to pay *1 by **2
Sincerely,**4

END

END

LETTER FORMAT FILE (LTRFIL)

The letter file contains the letter body format for each valid letter within the system. Each record is one letter

format. The record is 1512 characters in length. The primary key is columns 1 through 2, which is the letter number.

TABLE E-17. LETTER FORMAT FILE

Start Column	Number Character	Field Name	Field Description
1	2	LNO	Letter number
3	2	LFM	F = (constant)
4	1512	LL1	Letter format specifications (if present), letter body, and carriage control.
1512			End of record = record length

REPORT DIRECTORY FILE (RPTPGM)

The RPTPGM file contains the names of programs generated by PGEN under the SAVE option. This file is

used as a directory list to keep track of program names currently in use. The RPTPGM is an indexed file; the primary key is in positions 1 through 6.

TABLE E-18. REPORT DIRECTORY FILE

Start Column	Number Character	Data Name	Data Description
1	6	RPNAME	Program name (RPT001-RPT019)
7	6	RPDATE	Date created (mddy)
13	30	RPDESC	Report description
43	38		Unused

DATA ELEMENT FILE (RPTTBL)

This is an indexed file; the primary key is in positions 1 through 6.

The RPTTBL file contains the names and associated information for all data elements in the delinquent master file. It is used by the report generator program (PGGEN) in determining data validity and print specifications for the report.

NOTE

This key must begin with M.

TABLE E-19. DATA ELEMENT FILE

Start Column	Number Character	Data Name	Data Description
1	6	RTNAME	Name of the data field
7	4	RTSTRT	Starting position in DELQMST
11	4	RTLNG	Data length
15	1	RTTYPE	Data type A = alphanumeric N = numeric T = total this field on RPT
16	1	PTEDIT	Edit Code 1 Print with commas, print 0 balance, suppress sign. 2 Print with commas, suppress 0 balance, suppress sign. 3 Print without commas, print 0 balance, suppress sign. 4 Print without commas, suppress 0 balance, suppress sign. A Print with commas, print 0 balance, print sign as CR. B Print with commas, suppress 0 balance, print sign as CR. C Print without commas, print 0 balance, print sign as CR. D Print without commas, suppress 0 balance, print sign as CR. J Print with commas, print 0 balance, print sign as ' '. K Print with commas, suppress 0 balance, print sign as ' '. L Print without commas, print 0 balance, print sign as ' '. M Print without commas, suppress 0 balance, print sign as -. Y Edit date field mm/dd/yy.
17	1	--	Blank
18	1	PTDPOS	Number of decimal positions

TABLE E-19. DATA ELEMENT FILE (Contd)

Start Column	Number Character	Data Name	Data Description
19	30	RTDESC	Description of data field
49	30	RTSUBN	Five subdata field names. To be used if the data name in column 1 through 6 is a composite of several data fields.
(49)	(06)	RTSN1	Subfield 1
(55)	(06)	RTSN2	Subfield 2
(61)	(06)	RSTN3	Subfield 3
(67)	(06)	RTSN4	Subfield 4
(73)	(06)	RTSN5	Subfield 5
80			End of record = record length

ACCOUNT AGING FILE (RSWFIL)

This file contains the information necessary to generate the trend analysis file, which is an analysis of the portfolio

by account age in delinquency. RSWFIL is a sequential file. It contains a record for every written-off, satisfied, or released account in DELQMIST.

TABLE E-20. INACTIVE ACCOUNTS AGING FILE (RSWFIL)

Start Column	Number Character	Field Description
1	1	Account group
2	15	Account number
17	4	Queue
21	4	Queue last run
25	4	Product type
29	6	Delinquency date
35	3	Inactive status code '997' - Written off '998' - Released '999' - Satisfied
38	3	Days delinquent last run
41	9	Current payoff
50	9	Current payoff last run
59	9	Amount delinquent
68	9	Amount delinquent last run
77	1	Status code
78	4	Program flags
82		End of records = record length

BUILD SCREEN INPUT FILE (SCRNDESC)

create the records in SCRNFIL, which COLECT uses to display the collector screens. (Refer to the BLDSRN program description.)

The input file to the BLDSRN program is an 80-character record editor file. It contains the information necessary to

TABLE E-21. BUILD SCREEN INPUT FILE

Start Column	Number Character	Field Name	Field Description
1	2	SLN	Screen line
3	2	SCL	Screen column
5	2	SLTH	Field length
7	4	SPOS	File start column
11	1	STYP	Field type
12	69	SDES	Screen label/description
41	40	SCMT	Comment, if not screen label
80			End of record = record length

SCREEN DISPLAY FORMAT FILE (SCRNFILE)

The screen display file contains the actual screen format that COLLECT uses to display screens to the collectors. The file is indexed by the screen number contained in columns 1 through 2 and is a binary key.

The screen definition record, SDEF, is as follows:

<u>Word</u>	<u>Value</u>
I	X-Y position on screen for start of item
I+1	Start word of next item in screen definition
I+2	Length of unedited item in bytes
I+3	Starting character position in an array, if applicable
I+4	Field type (see below)
I+5	Start of constant screen field if applicable

The field types used are as follows:

<u>Type</u>	<u>Meaning</u>
0	Constant screen field
1	Date, edit to form mm/dd/yy
2	Alphanumeric field from a file
3	Nine-digit dollar amount, edit to 9999999.99.
4	Ten-digit phone number, edit to 999/999-9999.
5	Signals start of activity display
6	Social security number, edit to 999-99-9999.
7	Current time displayed as 24-hour military time
8	Constant screen field labeling a change screen item
9	Requests display of most recent activity

SUPERVISOR REQUEST FILE (SREQDL, UPHSTCM)

contains requests for detail list reports. UPHSTCM
contains requests for update from tape archives.

These files contain information entered via the on-line
process by supervisors. Both are sequential files. SREQDL

TABLE E-22. SUPERVISOR REQUEST FILE

Start Column	Number Character	Field Description
1	1	Account group
2	15	Account number
17	4	Supervisor ID
20		End of record = record length

SUMMARY HISTORY FILE SUMHIST

The SUMHIST file contains summary information on accounts that are no longer active in the collection

system. This information is used to update an account if it comes back into the collection system. The primary key to the file is the account group and number (characters 1 through 16).

TABLE E-23. SUMMARY HISTORY FILE

Start Column	Number Character	Field Description
1	1	Account group
2	15	Account number (1 through 16 file key)
17	6	Date account moved to SUMHIST file
23	1	Account status code
24	30	Borrower's name
54	30	Borrower's address line 1
84	30	Borrower's address line 2
114	20	Borrower city, state
134	5	Borrower zip code
139	10	Borrower home phone (area code and number)
149	30	Business name
179	10	Business phone (area code and number)
189	4	Business phone extension
193	360	On-line activity block
553	30	Permanent comment 1
583	30	Permanent comment 2
613	30	Permanent comment 3
643	4	Account product type
647	6	Account open date
653	9	Amount delinquent (amount used to clear)
662	4	Queue assigned
666		End of record = record length

TAPE ARCHIVE (ON-LINE) FILE (TAPEARC)

active. The information is used to bring the information back into the system. The primary key is the account group and number (characters 1 through 6).

The TAPEARC file contains information concerning which tape(s) contain information on accounts that are no longer

TABLE E-24. TAPE ARCHIVE FILE

Start Column	Number Character	Field Description
1	1	Account group
2	15	Account number (1 through 16 file key)
17	6	Date 1, tape label
23	6	Date 2, tape label
29	6	Date 3, tape label
35	6	Date 4, tape label
41	6	Date 5, tape label
46		End of record = record length

TRANSACTION FILE DESCRIPTION (TRANFL, TRNSFL, TRNBCK)

transactions comprise activities on accounts, nonfinancial changes from the change screens, and permanent comment charges. The TRNSFL is the sorted TRANFL that is used for generation of the daily reports. Both files are sequential with a record length of 138 characters.

The transaction files contain all of the transactions that the collectors entered for one work day. These

TABLE E-25. TRANSACTION FILE DESCRIPTION

Start Column	Number Character	Field Name	Field Description
1	1	TACFG	Account group
2	15	TACCT	Account number
17	4	TCID	Collector ID
21	4	TSIT	Start time
25	4	TSPT	Stop time
29	2	TRT	Record type
RECORD TYPE = 01, COLLECTION ACTIVITY			
31	6	TCD	Contact date
37	2	TAC	Action code
39	2	TRS	Result code
41	2	TLR	Letter code
43	56	TCT	Comment
99	6	TNCD	Next contact date
105	1	TLAC	Letter addressee code (H, B, 1, 2, or 3)
106	6	TLDT	Letter request date
112	9	TLAT	Letter request amount
121	6	TPPDT	Promise to pay date
127	9	TPPDA	Promise to pay amount
136	3	TSRT	Off-line sort codes: 136 - activity count 137-138 - seconds - start/stop time
138			End of record = record length

TABLE E-25. TRANSACTION FILE DESCRIPTION (Contd)

Start Column	Number Character	Field Name	Field Description
RECORD TYPE = 02, NONFINANCIAL FILE UPDATE			
31	2	TUP	Type update code
33	30	TND	New data
63	30	TPD	Previous data
93	46	--	Unused
138			End of record = record length

UPDATE FROM HISTORY REQUEST (UPREQ)

This file is a temporary file used for updating accounts from the tape archive files.

TABLE E-26. UPDATE REQUEST FILE

Start Column	Number Character	Field Description
1	16	Account number
17	6	Tape Archive-Date 1
23		End of Records Record Length

UTILITY FILE (UTIFIL)

being columns 1 through 4, and data in columns 5 through 80.

This file contains all customer-defined dependent information. It is an indexed file with the primary key

KEY DATA

12345678901234567890123456789012345678901234567890123456789

HDR1-----

HDR2-----

HDR3-----

{ REPORT
HEADING
LINE 1, 2, AND 3

RSW1R---,S---,W--- { NUMBER OF DAYS INACTIVE ACCOUNT.
REMAINS IN MASTER FILE

ACTC { SUPPLIED BY THE ACTIVITY VERIFICATION
RESC { TABLE CONSTRUCTION ROUTINE

SALC code1 code2 code3 code4 code5 code6 code7 code8 VALID SALUTATION CODES

DALT---,que =---,que =---,que =---,que =---, que =---, que =--- { DAILY ASSIGNMENT REPORT
DEFAULT VALUES

SMTHR---,S---,W--- { NUMBER OF MONTHS BEFORE ACCOUNT
IS PURGED FROM SUMHIST FILE

TMTH--- NUMBER OF MONTHS BEFORE ACCOUNT IS PURGED FROM TAPEARC FILE

UPDY--- { NUMBER OF DAYS BEFORE UPDATE
ACCEPTS NONFINANCIAL CHANGES

OLPMRL---,P---,C---,NA--- COLECT' PARAMETERS FOR RL DELAY, NUMBER OF DAYS ADDED TO PP DATE FOR NEXT
CONTACT; NUMBER OF DAYS A COLLECTOR ENTERS NEXT CONTACT CAN BE IN THE FUTURE.

LTRFn----- { n = 1 ACCOUNT NUMBER = 1 - 16;
n = 2 ACCOUNT NUMBER = 2 - 16
(DATA BELOW COLLECTOR NAME)

LTR1 { THE DATA IN THESE KEYS IS SUPPLIED
LTR2 { BY THE LETTER BUILD ROUTINES

RPTG RPT001 SUPPLIED BY REPORT GENERATOR ROUTINES
coid COLLECTOR, CLERK, SUPERVISOR ID

- COL 1-4 KEY**
5-19 LAST NAME
20 FIRST INITIAL
21 SALUTATION CODE
22-31 PHONE NUMBER (AREA CODE NUMBER)
32-35 PHONE EXTENSION
36 0 = CLERK, 1 = COLLECTOR, 2 = SUPERVISOR
37-40 SUPERVISOR ID FOR THIS COID CODE
41-73 QUEUES ASSIGNED, QUEUES CAN WORK

1931

WRITE-OFF EXTRACT FILE (WEOF)

The write-off extract file contains all records that the write-off program has determined as having met all

requirements entered by the operator during program execution (refer to program WRTOFE). The file is 115 characters in length.

TABLE E-27. WRITE-OFF EXTRACT FILE

Start Column	Number Character	Field Description
1	1	Account group
2	15	Account number
17	4	Sort code 1
21	4	Sort code 2
25	1	Status code
26	4	Queue
30	4	Product type
34	30	Name
64	6	Delinquent date
70	9	Amount delinquent
79	9	Current payoff
88	6	From date
94	3	Number of days delinquent
97	6	Status date
103	9	Current balance
112	1	Program flag 1
113	1	Program flag 2
114	2	Supervisor status code
115		End of record = record length

USER ID FILE (\$\$USERID) (OWNER \$\$)

The \$\$USERID file controls the log-on of users at terminals. The user cannot log on at a terminal unless there is an entry in this file for this user ID on the user port number. (The only exception is user ID of '\$\$' on the master console.) This file can restrict the functions the user performs under this user ID/port number combination to a particular program. This is accomplished by entering the program name in the request field of the \$\$USERID file record. This program execution starts immediately

after user-ID validation and the user never sees the REQUEST = prompt. If the request field in the file record is blank, the terminal prompts for requested programs and procedures through the REQUEST = prompt.

CAUTION

Any programs put into execution utilizing the request field of the \$\$USERID file record must terminate using a CALL CHAIN to EXIT request, NOT through a CALL PGMOUT statement.

TABLE E-28. USER-ID FILE

Start Column	Number Character	Field Name	Field Description
1	8	UID\$	User identification (entry response to 'USER ID =' prompt)
9	2	UPN\$	Port number
11	2		Not used
13	8	URQ\$	Request field
20	--	--	End of record = record length

CCS CROSS REFERENCE OF PROCEDURE FILES, PROGRAMS, AND SUBROUTINES

F

This appendix contains a cross reference system used with CCS.



PROGRAM/SUBROUTINE CROSS REFERENCE

ACTADD	ACTMTN	AVMCON	AVMDMP	BLDSRN	CCSDMP	CCSPAS	CCSSPC	CHEKID	CHUPD1	CHUPD2	CMPDLO	CMPSUM	COLCHG	COLECT	CPYIND	DALIST	DAGRTE	DAQUEL	DECTMTN	DHUPDT	DMPFIL	PROGRAM	SUBROUTINE
														X					X			ACTEDT	
																			X				ADDDT1
																							ADDIT
																			X				ALVDT1
																			X				APMDT1
																			X				AREDT1
																							ASCBIN
		X																					AVMBIT
		X																					AVMCKT
		X												X									AVMCKV
		X																					AVMSRT
			X											X									AVMVAC
																							BINASC
																			X				BLKDT1
																					X		CCSADD

PROGRAM/SUBROUTINE
CROSS REFERENCE

	ACTADD	ACTMTN	AVMCON	AVMDMP	BLDSRN	CCSDMP	CCSPAS	CCSSPC	CHEKID	CHUPD1	CHUPD2	CMPDLQ	CMPSUM	COLCHG	COLLECT	CPYIND	DALIST	DACRTE	DAQUEL	DECTMTN	DHUPDT	DMPFIL	PROGRAM		
																								SUBROUTINE	
	X			X	X						X				X	X		X			X	X		CCSBLK	
	X	X		X		X					X				X			X			X	X		CCSCST	
																								CCSEAC	
			X			X									X			X		X				CCSGET	
	X	X	X	X	X	X					X	X	X		X	X		X	X		X	X		CCSHXA	
	X	X	X	X	X	X					X	X	X		X	X		X	X		X	X		CCSMVA	
															X			X		X				CCSPUT	
															X									CCSPYT	
																								CCSTIM	
																								CHNGNF	
																								CHSCRN	
																								CLANEX	
																								CONUPD	

**PROGRAM/SUBROUTINE
CROSS REFERENCE**

ACTADD	ACTMTN	AVMCON	AVMDMP	BLDSRN	CCSDMP	CCSPAS	CCSSPC	CHEKID	CHUPD1	CHUPD2	CMPDLQ	CMPSUM	COLCHG	COLECT	CPYIND	DALIST	DACRTE	DAQUEL	DECTMTN	DHUPDT	DMPFIL	PROGRAM	SUBROUTINE	
														X									COSUPD	
														X			X							DAAASC
														X			X							DATHAN
																			X					DEBDT1
																			X					DELDT1
														X										DISPLY
																			X					DPTDT1
																			X					DSPDT1
														X										EACTSQ
														X										EATRNG
			X	X										X						X				EDIT
														X										FCOLEC
X	X	X	X	X	X					X	X	X		X	X		X	X		X	X			FILERR
																								FORMLN

**PROGRAM/SUBROUTINE
CROSS REFERENCE**

ACTADD	ACTMTN	AVMCON	AVMDMP	BLDSRN	CCSDMP	CCSPAS	CCSSPC	CHEKID	CHUPD1	CHUPD2	CMPDLQ	CMPSUM	COLCHG	COLECT	CPYIND	DALIST	DACRTE	DAQUEL	DECTMTN	DHUPDT	DMPFIL	PROGRAM	SUBROUTINE	
																	X						FTNDT1	
																							FUPD4X	
																							FUPDAT	
														X			X						GETACT	
														X									GETCHF	
																							GETMAS	
																	X		X				GPMDT1	
																			X				GTPDT1	
																	X		X				GTSDT1	
		X	X							X				X									ICCSAD	
														X									ICHEKO	
														X									ICHENT	
					X																		INPUT	
					X																		INTGR	

**PROGRAM/SUBROUTINE
CROSS REFERENCE**

ACTADD	ACTMTN	AVMCON	AVMDMP	BLDSRN	CCSDMP	CCSPAS	CCSSPC	CHEKID	CHUPD1	CHUPD2	CMPDLO	CMPSUM	COLCHG	COLECT	CPYIND	DALIST	DACRTE	DAQUEL	DECTMTN	DHUPDT	DMPFIL	PROGRAM SUBROUTINE
																						LABHAN
																			X			LDTDT1
																						LTPRNT
														X								LTRDTE
																						NMSRCH
																			X			NVMDT1
																						NXTRAN
														X								PCPROC
																						PGGEN0
																						PGGEN1
																						PGGEN3
																						PGG2NE
																						PGG2NP
																						PGSEDT

PROGRAM/SUBROUTINE CROSS REFERENCE

ACTADD	ACTMTN	AVMCON	AVMDMP	BLDSRN	CCSDMP	CCSPAS	CCSSPC	CHEKID	CHUPD1	CHUPD2	CMPDLQ	CMPSUM	COLCHG	COLECT	CPYIND	DALIST	DACRTE	DAQUEL	DECTMTN	DHUPDT	DMPFIL	PROGRAM	SUBROUTINE	
																							PGSJM	
																								PGSJR
																								PGSLST
														X										PIKAMT
																			X					PMEDT1
																								PRNTIT
																			X					PRTDT1
																								PRTLIN
X																								PUTACT
X														X			X							R9BASE
X														X			X							R9FLDL
																								REACIT
																			X					RESDT1
																								RPGDT1

**PROGRAM/SUBROUTINE
CROSS REFERENCE**

ACTADD	ACTMTN	AVMCON	AVMDMP	BLDSRN	CCSDMP	CCSPAS	CCSSPC	CHEKID	CHUPD1	CHUPD2	CMPLDQ	CMPSUM	COLCHG	COLECT	CPYIND	DALIST	DACRTE	DAQUEL	DECTMTN	DHUPDT	DMPFIL	PROGRAM	
																						SUBROUTINE	
																						RSWIT	
																	X		X				RTVDT1
													X										SAVTRN
					X																		SEEIT
					X																		SUMHD
					X																		TAPE
					X																X		TAPHAN
																							TOTALP
																							TOTEDT
																	X						TRHDT1
																X							TVPDT1
																							UNCUPD
																							UP4END
																							UP4GTM

**PROGRAM/SUBROUTINE
CROSS REFERENCE**

ACTADD	ACTMTN	AVMCON	AVMDMP	BLDSRN	CCSDMP	CCSPAS	CCSSPC	CHEKID	CHUPD1	CHUPD2	CMPDLQ	CMPSUM	COLCHG	COLECT	CPYIND	DALIST	DACRTE	DAQUEL	DECTMTN	DHUPDT	DMPFIL	PROGRAM	SUBROUTINE	
																							UP4GTC	
																								UP4GTM
																								UP4IN1
																								UP4LAB
																								UP4NXT
																								UP4PRT
																								UP4TOT
																								UPDEND
																								UPDIT
																								UPINIT
		X	X	X	X					X						X				X				UTHEAD
																	X							VALDT1
																								XLAT

**PROGRAM/SUBROUTINE
CROSS REFERENCE**

DTLLST	LODFIL	LTRBLD	LTRPRT	LTRSTA	MHUPDT	NEWS	NMCHNG	PGCMPR	PGCNT1	PGCNT2	PGGEN	PGLIST	PGLTTB	PGPURG	PGUPDT	PHDEL1	PHDEL2	PRETSR	PRTSCN	QLOAD	SUMACL	TIMUSE	PROGRAM	SUBROUTINE	
																								ACTEDT	
																									ADDDT1
																									ADDIT
																									ALVDT1
																									APMDT1
																									AREDT1
												X													ASCBIN
																									AVMBIT
																									AVMCKD
																									AVMCKV
																									AVMSRT
																									AVMVAC
											X	X													BINASC
																									BLKDT1
	X																				X				CCSADD

**PROGRAM/SUBROUTINE
CROSS REFERENCE**

	DTLLST	LODFIL	LTRBLD	LTRPRT	LTRSTA	MHUPDT	NEWS	NMCHNG	PGCMPR	PGCNT1	PGCNT2	PGGEN	PGLIST	PGLTTB	PGPURG	PGUPDT	PHDEL1	PHDEL2	PRETSR	PRTSCN	QLOAD	SUMACL	TIMUSE	PROGRAM	
																								SUBROUTINE	
	X	X	X	X	X	X	X	X				X		X						X	X	X	X		CCSBLK
	X	X	X	X	X	X	X	X				X									X	X	X		CCSCST
																									CCSEAC
		X	X	X	X			X				X		X	X			X		X					CCSGET
	X	X	X	X	X	X	X	X	X	X				X			X			X	X	X			CCSHXA
	X	X	X	X	X	X	X	X	X	X	X	X		X	X	X	X	X	X	X	X	X	X		CCSMVA
		X	X	X								X		X											CCSPUT
																									CCSPYT
																					X				CCSTIM
																									CHNGNF
																									CHSCRN
																									CLANEX
																									CONUPD

**PROGRAM/SUBROUTINE
CROSS REFERENCE**

												PROGRAM	SUBROUTINE													
DTLLST	LODFIL	LTRBLD	LTRPRT	LTRSTA	MHUPDT	NEWS	NMCHNG	PGCMR	PGCNT1	PGCNT2	PGGEN	PGLIST	PGLTTB	PGPURG	PGUPDT	PHDEL1	PHDEL2	PRETSR	PRTSCN	QLOAD	SUMACL	TIMUSE				
																									FTNDT1	
																										FUPD4X
																										FUPDAT
																										GETACT
																										GETCHF
																										GETMAS
																										GPMDT1
																										GTPDT1
																										GTSDT1
		X	X	X															X	X						ICCSAD
																										ICHEKQ
																										ICHENT
																										INPUT
																										INTGR

**PROGRAM/SUBROUTINE
CROSS REFERENCE**

DTLLST	LODFIL	LTRBLD	LTRPRT	LTRSTA	MHUPDT	NEWS	NMCHNG	PGCMPR	PGCNT1	PGCNT2	PGGEN	PGLIST	PGLTTB	PGPURG	PGUPDT	PHDEL1	PHDEL2	PRETSR	PRTSCN	QLOAD	SUMACL	TIMUSE	PROGRAM SUBROUTINE	
																							LABHAN	
																							LDTD1	
		X	X																				LTPRNT	
		X	X																				LTRDTE	
																							NMSRCH	
																							NVMDT1	
																							NXTRAN	
																							PCPROC	
											X												PGGEN0	
											X												PGGEN1	
											X												PGGEN2	
											X												PGG2NE	
											X												PGG2NP	
											X												PGSEDT	

**PROGRAM/SUBROUTINE
CROSS REFERENCE**

DTLLST	LODFIL	LTRBLD	LTRPRT	LTRSTA	MHUPDT	NEWS	NMCHNG	PGCMPR	PGCNT1	PGCNT2	PGGEN	PGLIST	PGLTTB	PGPURG	PGUPDT	PHDEL1	PHDEL2	PRETSR	PRTSCN	QLOAD	SUMACL	TIMUSE	PROGRAM	SUBROUTINE
																								UP4GTC
																								UP4GTM
																								UP4IN1
																								UP4LAB
																								UP4NXT
																								UP4PRT
																								UP4TOT
																								UPDEND
																								UPDIT
																								UPINIT
				X											X	X			X	X				UTHEAD
																								VALDT1
																								XLAT

**PROGRAM/SUBROUTINE
CROSS REFERENCE**

TRENDF	TRENDP	TRENDU	TRNPLY	UIDMTN	UPD400	UPD500	UPDATE	USEMTN	UTFMTN	WRTOFE	WRTOFP	PROGRAM	SUBROUTINE
													ACTEDT
													ADDDT1
							X						ADDIT
													ALVDT1
													APMDT1
													ARED1
													ASCBIN
													AVMBIT
													AVMCKD
													AVMCKV
													AVMSRT
													AVMVAC
													BINASC
													BLKDT1
				X		X				X			CCSADD

**PROGRAM/SUBROUTINE
CROSS REFERENCE**

TRENDF	TRENDP	TRENDU	TRNPLY	UIDMTN	UPD400	UPD500	UPDATE	USEMTN	UTFMTN	WRTOFE	WRTOFP																PROGRAM SUBROUTINE																											
X		X		X	X		X		X	X																														CCSBLK														
X		X	X		X		X	X		X																														CCSCST														
					X		X																																	CCSEAC														
X				X	X		X		X																															CCSGET														
X	X	X	X	X	X		X	X	X	X																														CCSHXA														
X	X	X	X	X	X		X	X	X	X																														CCSMVA														
				X	X		X	X	X																															CCSPUT														
							X																																	CCSPYT														
							X																																	CCSTIM														
					X		X																																	CHNGNF														
																																								CHSCRN														
																																								CLANEX														
							X																																	CONUPD														

PROGRAM/SUBROUTINE
CROSS REFERENCE

TRENDF	TRENDP	TRENDU	TRNPLY	UIDMTN	UPD400	UPD500	UPDATE	USEMTN	UTFMTN	WRTOFE	WRTOFP									PROGRAM
																				SUBROUTINE
					X		X													FTNDT1
																				FUPD4X
																				FUPDAT
			X																	GETACT
																				GETCHF
							X													GETMAS
																				GPMDT1
																				GTPDT1
																				GTSDT1
X			X				X													ICCSAD
																				ICHEKQ
																				ICHENT
																				INPUT
																				INTGR

**PROCEDURE/FILE
CROSS REFERENCE**

PRFDC001	PRFDC002	PRFDC003	PRFDC004	PRFDC005	PRFDC006	PRFDC007	PRFDC008	PRFDC009	PRFDC010	PRFDC011	PRFHS001	PRFHS002	PRFHS003	PRFHS004	PRFMT001	PRFMT002	PRFMT003	PRFMT004	PRFMT005	PRFMT006	PRFMT007	PRFMT008	PROCEDURE	FILE
			X							X											X		ACCAGE	
	X	X								X	X	X									X		ACTFIL	
									X														ACTIVE	
																			X	X			ACTVERTB	
			X	X		X			X														ADDACT	
																							AGEWRK	
																				X			AVMDESC	
X																							COLSTATS	
	X		X	X						X	X											X	COSIGNER	
										X													DAQUE	
										X								X					DECTBL	
	X		X	X	X	X			X	X	X	X										X	DELOMST	
										X													DLYASSN	
X										X													DLYWRK	
			X							X	X											X	INACCT	
											X												INTEMP	
	X														X	X							LTRDESC	
	X															X							LTRFIL	
																							NEWS	

**PROCEDURE/FILE
CROSS REFERENCE**

	PRFDC001	PRFDC002	PRFDC003	PRFDC004	PRFDC005	PRFDC006	PRFDC007	PRFDC008	PRFDC009	PRFDC010	PRFDC011	PRFHS001	PRFHS002	PRFHS003	PRFHS004	PRFMT001	PRFMT002	PRFMT003	PRFMT004	PRFMT005	PRFMT006	PRFMT007	PRFMT008	PROCEDURE FILE			
																									PGEXTR		
																										PRCWRK	
																										RPTPGM	
																		X								RPTTBL	
																										RPTWKE	
																										RPTWKP	
			X																							RSWFIL	
																							X			SCRNDESC	
																										SCRNFILE	
												X	X	X												SREQDL	
			X							X	X	X	X	X								X				SUMHIST	
				X							X	X	X	X									X			TAPEARC	
																										TBLWRK	
			X							X																TRANFL	
										X																TRNBCK	
X	X	X								X																TRNSFL	
													X													UPHSTCM	
													X													UPREQ	
X	X	X	X	X	X	X	X				X	X	X	X	X		X	X		X	X					UTIFIL	
																											WOEF

**PROCEDURE/FILE
CROSS REFERENCE**

PRFMT009	PRFMT010	PRFMT011	PRFMT012	PRFMT013	PRFMT014	PRFMT015	PRFMT016	PRFRP001	PRFRP002	PRFRP003	PRFRP004	PRFRP005	PRFRP006	PRFRP007	PRFRP008	PRFRP009	PRFRP010	PRFCNTRL	PRFRP012	PROCEDURE	FILE
										X											ACCAGE
	X	X						X	X												ACTFIL
			X																		ACTIVE
																					ACTVERTB
																					ADDACT
										X	X	X									AGEWRK
																X	X				AVMDESC
	X						X	X	X												COLSTATS
																					COSIGNER
																					DAQUE
																					DECTBL
	X						X	X	X	X			X	X	X					X	DELOMST
														X							DLYASSN
																					DLYWRK
																					INACCT
																					INTEMP
																					LTRDESC
																					LTRFIL
																					NEWS

**PROGRAM/FILE
CROSS REFERENCE**

PRFMT009	PRFMT010	PRFMT011	PRFMT012	PRFMT013	PRFMT014	PRFMT015	PRFMT016	PRFRP001	PRFRP002	PRFRP003	PRFRP004	PRFRP005	PRFRP006	PRFRP007	PRFRP008	PRFRP009	PRFRP010	PRFCNTRL	PRFRP012	PROGRAM	FILE
																					PGEXTR
																					PRCWRK
						X															RPTPGM
			X	X																	RPTTBL
																					RPTWKE
																					RPTWKP
										X											RSWFIL
X																					SCRNDESC
X							X														SCRNFILE
									X												SREQDL
																					SUMHIST
																					TAPEARC
					X																TBLWRK
																					TRANFL
																					TRNBCK
																					TRANSFL
																					UPHSTCM
																					UPREQ
X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X		UTIFIL
												X									WOEF

**PROGRAM/FILE
CROSS REFERENCE**

ACTADD	ACTMTN	AVMCON	AVMDMP	BLDSRN	CCSPAS	CCSSPC	CHEKID	CHUPD1	CHUPD2	CMPDLO	CMPSUM	COLCHG	COLECT	COLSTS	DALIST	DACRTE	DAQUEL	DECTMTN	DHUPDT	DTLLST	LTRBLD	LTRPRT	PROGRAM	FILE		
						X																		ACCAGE		
X	X					X			X											X				ACTFIL		
												X													ACTIVE	
		X	X																						ACTVERTB	
																			X						ADDACT	
																									AGEWRK	
		X																							AVMDESC	
														X											COLSTATS	
						X														X		X			COSIGNER	
																	X								DAQUE	
																X	X								DECTBL	
						X	X	X	X			X	X	X	X	X	X		X	X	X					DELOMST
												X	X	X	X	X										DLYASSN
																										DLYWRK
						X																				INACCT
																						X				LTRDESC
																					X	X				LTRFIL
																										NEWS

**PROGRAM/FILE
CROSS REFERENCE**

ACTADD	ACTMTN	AVMCON	AVMDMP	BLDSRN	CCSPAS	CCSSPC	CHEKID	CHUPD1	CHUPD2	CMPLDQ	CMPSUM	COLCHG	COLECT	COLSTS	DALIST	DACRTE	DAQUEL	DECTMTN	DHUPDT	DTLLST	LTRBLD	LTRPRT	PROGRAM	FILE	
																								PGEXTR	
																									PRCWRK
																									RPTPGM
																					X				RPTTBL
																									RPTWKE
																									RPTWKP
																									RSWFIL
				X																					SCRNDESC
				X									X												SCRNFILE
																									SREQDL
										X															SUMHIST
					X		X																		TAPEARC
													X												TRANFL
													X												TRNBCK
X											X												X		TRNSFL
								X																	UPHSTCM
							X	X																	UPREQ
	X	X	X	X			X	X			X	X	X	X					X	X	X	X			UTIFIL
																									WOEF

	LTRSTA	MHUPDT	NEWS	NMCHNG	PGCMPR	PGCNT1	PGCNT2	PGGEN	PGLIST	PGLTTB	PGPURG	PGUPTB	PHDEL1	PHDEL2	PRETSR	PRTSCN	QLOAD	SUMACL	TIMUSE	TRENDF	TRENDP	TRENDU	TRNPLY	PROGRAM	FILE
	X																			X		X		ACCCAGE	
																								ACTFIL	
																								ACTIVE	
						X																		ACTVERTB	
																					X			ADDACT	
																						X		AGEWRK	
																								AVMDESC	
																				X				COLSTATS	
		X																				X		COSIGNER	
																							X	DAQUE	
																								DECTBL	
		X															X				X			DELOMST	
																	X							DLYASSN	
																			X					DLYWRK	
		X																						INACCT	
																								LTRDESC	
																								LTRFIL	
			X																					NEWS	

PROGRAM/FILE
CROSS REFERENCE

LTRSTA	MHUPDT	NEWS	NMCHNG	PGCMPR	PGCNT1	PGCNT2	PGGEN	PGLIST	PGLTTB	PGPURG	PGUPTB	PHDEL1	PHDEL2	PRETSR	PRTSCN	OLOAD	SUMACL	TIMUSE	TRENDF	TRENDP	TRENDU	TRNPLY	PROGRAM	FILE	
							X																	PGEXTR	
							X																		PRCWRK
					X		X	X		X															RPTPGM
				X			X		X		X														RPTTBL
							X																		RPTWKE
							X																		RPTWKP
																				X					RSWFIL
																									SCRNDESC
															X								X		SCRNFILE
																									SREQDL
	X											X													SUMHIST
	X											X													TAPEARC
																							X		TRANFL
																									TRNBCK
X														X				X							TRNSFL
																									UPHSTCM
																									UPREQ
X	X				X	X	X	X	X	X	X	X	X			X	X	X		X					UTIFIL
																									WEOF

**PROGRAM/FILE
CROSS REFERENCE**

							PROGRAM	FILE
UPD400	UPD500	UPDATE	USEMTN	UTFMTN	WRTOFE	WRTOFP		
		X						ACCAGE
								ACTFIL
			X					ACTIVE
								ACTVERTB
X		X						ADDACT
								AGEWRK
								AVMDESC
								COLSTATS
X		X						COSIGNER
								DAQUE
								DECTBL
X	X	X			X			DELOMST
								DLYASSN
								DLYWRK
		X						INACCT
								LTRDESC
								LTRFIL
								NEWS

**PROGRAM/FILE
CROSS REFERENCE**

UPD400	UPD500	UPDATE	USEMTN	UTFMTN	WRTOFE	WRTOFF															PROGRAM	FILE
																						PGEXTR
																						PRCWRK
																						RPTPGM
																						RPTTBL
																						RPTWKE
																						RPTWKP
		X																				RSWFIL
																						SCPDESC
																						SCRDESC
																						SREQDL
																						SUMHIST
		X																				TAPEARC
																						TRANFL
																						TRNBCK
																						TRNSFL
																						UPHSTCM
																						UPREQ
X	X	X		X		X																UTIFIL
						X																WOEF

**PROCEDURE/PROGRAM
CROSS REFERENCE**

PRFDC001	PRFDC002	PRFDC003	PRFDC004	PRFDC005	PRFDC006	PRFDC007	PRFDC008	PRFDC009	PRFDC010	PRFDC011	PRFHS001	PRFHS002	PRFHS003	PRFHS004	PRFMT001	PRFMT002	PRFMT003	PRFMT004	PRFMT005	PRFMT006	PRFMT007	PRFMT008	PROCEDURE PROGRAM	
	X																						ACTADD	
	X																						ACTMTN	
																				X			AVMCON	
																			X	X			AVMDMP	
																							BLDSRN	
X		X	X						X	X	X				X						X	X	CCSPAS	
		X								X											X		CCSSPC	
X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	CHEKID
												X											CHUPD1	
												X											CHUPD2	
																							CMPDLQ	
													X										CMPSUM	
X																							COLCHG	
																							COLECT	
X																							COLSTS	
											X												DALIST	
										X													DACRTE	
																							DAQUEL	
																	X						DECTMTN	
					X																		DHUPDT	
																							DTLLST	
															X								LTRBLD	
	X																						LTRPRT	

**PROCEDURE/PROGRAM
CROSS REFERENCE**

PRFDC001	PRFDC002	PRFDC003	PRFDC004	PRFDC005	PRFDC006	PRFDC007	PRFDC008	PRFDC009	PRFDC010	PRFDC011	PRFHS001	PRFHS002	PRFHS003	PRFHS004	PRFMT001	PRFMT002	PRFMT003	PRFMT004	PRFMT005	PRFMT006	PRFMT007	PRFMT008	PROCEDURE	PROGRAM
	X																							LTRSTA
											X													MHUPDT
																								NEWS
									X															NMCHNG
																								PGCMPR
																								PGCNT1
																								PGCNT2
																								PGGEN
																								PGLIST
																								PGLTTB
																								PGPURG
																								PGUPTB
													X											PHDEL1
											X													PHDEL2
								X																PRETSR
																								PRTSCN
																								QLOAD
																								SUMACL
X																								TIMUSE
																								TRENDF
																								TRENDF
																								TRENDU
																								TRNPLY

**PROCEDURE/PROGRAM
CROSS REFERENCE**

PRFMT009	PRFMT010	PRFMT011	PRFMT012	PRFMT013	PRFMT014	PRFMT015	PRFMT016	PRFRP001	PRFRP002	PRFRP003	PRFRP004	PRFRP005	PRFRP006	PRFRP007	PRFRP008	PRFRP009	PRFRP010	PRFCNTRL	PRFRP012	PROCEDURE PROGRAM	
		X																		ACTADD	
																				ACTMTN	
																				AVMCON	
																				AVMDMP	
X																				BLDSRN	
										X						X	X	X		CCSPAS	
																				CCSSPC	
X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X		CHEKID
																				CHUPD1	
																				CHUPD2	
	X																			CMPDLO	
																				CMPSUM	
																				COLCHG	
																				COLECT	
																X	X			COLSTS	
														X						DALIST	
																				DACRTE	
																				DAQUEL	
																				DECTMTN	
																				DHUPDT	
								X	X											DTLLST	
																				LTRBLD	
																				LTRPRT	

**PROCEDURE/PROGRAM
CROSS REFERENCE**

PRFMT009	PRFMT010	PRFMT011	PRFMT012	PRFMT013	PRFMT014	PRFMT015	PRFMT016	PRFRP001	PRFRP002	PRFRP003	PRFRP004	PRFRP005	PRFRP006	PRFRP007	PRFRP008	PRFRP009	PRFRP010	PRFCNTRL	PRFRP012	PROCEDURE	PROGRAM
																					LTRSTA
																					MHUPDT
																					NEWS
					X																NMCHNG
																					PGCMPR
																	X				PGCNT1
																		X			PGCNT2
																					PGGEN
						X															PGLIST
		X	X																		PGLTTB
						X															PGPURG
					X																PGUPTB
																					PHDEL1
																					PHDEL2
																					PRETSR
							X														PRTSCN
																		X			QLOAD
															X						SUMACL
											X										TIMUSE
										X		X									TRENDF
											X	X									TRENDP
										X											TRENDU
																					TRNPLY

This appendix lists the menus maintained in CCS.
It also lists the procedure stream that is executed
when each selection is made from the various menus.

SYSTEM MENU

REQUEST = >

SYSTEM MENU

UT - SYSTEM UTILITIES
ED - TEXT EDITOR-USED TO EDIT 80 CHARACTER SEQ OR DIRECT FILES
DC - CCS20 DAILY CYCLE, ON-LINE REPORTING AND PREPARATION
HS - CCS20 HISTORY SYSTEM PROCEDURES
MT - CCS20 SYSTEM FILE MAINTENANCE ROUTINES
RP - CCS20 ON-DEMAND REPORTING
RG - CCS20 REPORT GENERATOR - REPORT DIRECTORY
EX - EXIT
SELECTION =>

DAILY CYCLE MENU

REQUEST => DC

DAILY CYCLE MENU

A - DAILY COLLECTOR ACTIVITY REPORTS
B - PRINT REQUESTED LETTERS
C - ADD THE COLLECTOR ACTIVITIES TO THE ACTIVITY FILE
D - PROCESS COMPLETE UPDATE TAPE(S) FROM A/R SYSTEM
E - PROCESS 400 SERIES NONFINANCIAL UPDATE TAPE(S)
F - PROCESS 500 SERIES FINANCIAL UPDATE TAPE(S)
G - DELINQUENT RECORD CONTENT REPORT - (INACTIVE ACCOUNTS)
H - DELINQUENT RECORD CONTENT REPORT - (SUPERVISOR REQUESTS)
I - UPDATE ACCOUNTS FROM HISTORY
J** THE FOLLOWING PROCEDURES ARE TO BE RUN WHEN THE COLLECTORS
K** ARE FINISHED WITH THE DAYS ACTIVITIES
L - SORT TRANSACTION FILE IN PROPER ORDER FOR COLLECTOR REPORT
M - CREATE DAILY ASSIGNMENT FILES
Z - EXIT

SELECTION =>

SELECTION A

A - DAILY COLLECTOR ACTIVITY REPORTS
CHEKID
*THIS ROUTINE WILL PRINT - DAILY COLLECTOR UPDATE REPORT
* - TIME USAGE REPORT
* - DAILY COLLECTOR STATISTICS REPORT
INPUT=PRFDC001
UTIL
CLEAR, FN=DLYWRK
EX
* TRNSFL FILE IS NOW BEING SORTED
INPUT=PRFDC001
DSORT
FN=TRNSFL, CCS20
F2=TRNSFL, CCS20,

OP=T,F,A
KF=A,29,2,A,17,4,A,135,4,A,25,4,A,1,16,A,134,1
SL=1
*THE TRNSFL FILE HAS BEEN SORTED
*THE DAILY COLLECTOR UPDATE REPORT WILL BE PRINTED
COLCHG
*THE DAILY COLLECTOR UPDATE REPORT IS COMPLETE
*THE TIME USAGE REPORT WILL BE PRINTED
TIMUSE
*THE TIME USAGE REPORT IS COMPLETE
INPUT=PRFDC001
SWITCH
10000000
*THE DAILY STATISTICS REPORT WILL BE PRINTED
COLSTS
*THE DAILY STATISTICS REPORT IS COMPLETE
**** OPERATOR -
* RESPOND: 'N' CARRIAGE RETURN - TO BYPASS ZEROING THE DAILY COUNT
*
* CARRIAGE RETURN ONLY - TO ZERO THE DAILY COUNT
CCSPAS
INPUT=PRFDC001
SWITCH
00010000
COLSTS
*THIS ROUTINE IS COMPLETE
MNUPRO

SELECTION B

B - PRINT REQUESTED LETTERS
CHEKID
* THE TRANSACTION FILE WILL BE SORTED FOR PRINTING OF LETTERS
INPUT=PRFDC002
DSORT
FN=TRNSFL,CCS20
F2=TRNSFL,CCS20,
OP=T,F,A
KF=A,17,4,A,41,2,A,1,16
SL=I **** OPERATOR - LOAD LETTER PAPER
* CARRIAGE RETURN WHEN READY TO CONTINUE
*
CCSPAS
* THE REQUESTED LETTER WILL BE PRINTED
LTRPRT
* THE REQUESTED LETTERS HAVE BEEN PRINTED
**** OPERATOR - LOAD REGULAR PAPER
* CARRIAGE RETURN WHEN READY TO CONTINUE
*
CCSPAS
*THE LETTER STATISTICS SUMMARY WILL BE PRINTED
LTRSTA
*THE LETTER STATISTICS SUMMARY IS COMPLETE
MNUPRO

SELECTION C

C - ADD THE COLLECTOR ACTIVITIES TO THE ACTIVITY FILE
CHEKID
* THE COLLECTOR ACTIVITIES WILL BE ADDED TO THE ACTIVITY FILE
INPUT=PRFDC003
DSORT
FN=TRNSFL,CCS20
F2=TRNSFL,CCS20,
OP=T,F,A

KF=A,29,2,A,21,4,D,25,4,D,121,2

SL=I

ACTADD

- * THE COLLECTOR ACTIVITIES HAVE BEEN ADDED TO THE ACTIVITY FILE
- * THE SUMMARY REPORT OF THE BLOCK DISTRIBUTION IN THE ACTIVITY FILE
- * WILL BE PRINTED

ACTMTN

- * THE SUMMARY REPORT OF THE BLOCK DISTRIBUTION IN THE ACTIVITY FILE
- * HAS BEEN PRINTED

MNUPRO

SELECTION D

D - PROCESS COMPLETE UPDATE TAPE(S) FROM A/R SYSTEM

CHEKID

- ****OPERATOR - MOUNT UPDATE INPUT TAPE ON TAPE UNIT '0'
- * CARRIAGE RETURN WHEN READY TO CONTINUE

CCSPAS

INPUT=PRFDC004

SWITCH

10000000

- * THE UPDATE TAPE HAS BEEN PROCESSED

UPDATE

- * THE UPDATE TAPE HAS BEEN PROCESSED
- * THE FILE SPACE AUDIT REPORT WILL NOW BE PRINTED
- **** OPERATOR - CARRIAGE RETURN TO CONTINUE AFTER REVIEWING
- * SCREEN INFORMATION

CCSSPC

CCSPAS

- * THE FILE SPACE AUDIT REPORT IS COMPLETE

MNUPRO

SELECTION E

E - PROCESS 400 SERIES NONFINANCIAL UPDATE (TAPE)S

CHEKID

- * THE NONFINANCIAL UPDATES WILL BE PROCESSED
- **** OPERATOR - NONFINANCIAL UPDATE TAPE SHOULD BE MOUNTED ON UNIT '0'
- * CARRIAGE RETURN WHEN READY TO CONTINUE

CCSPAS

INPUT=PRFDC005

SWITCH

10000000

UPD400

- * THE NONFINANCIAL UPDATES HAVE BEEN PROCESSED

MNUPRO

SELECTION F

F - PROCESS 500 SERIES FINANCIAL UPDATE TAPE(S)

CHEKID

- * THE FINANCIAL UPDATES WILL BE PROCESSED
- **** OPERATOR - FINANCIAL UPDATE TAPE SHOULD BE MOUNTED ON UNIT '0'
- *

INPUT=PRFDC006

MOUNT

F TAPE,B,P

/*

UPD500

- * THE FINANCIAL UPDATES HAVE BEEN PROCESSED

MNUPRO

SELECTION G

G - DELINQUENT RECORD CONTENT REPORT - (INACTIVE ACCOUNTS)

CHEKID

INPUT=PRFRP001

SWITCH

* DELINQUENT RECORD CONTENT REPORT WILL NOW BE PRINTED
10000000
* THE ACCOUNTS BEING PRINTED ARE THE INACTIVE ACCOUNTS NOT PREVIOUSLY
* PRINTED
DTLLST
* THE DELINQUENT RECORD CONTENT REPORT IS COMPLETE
MNUPRO

SELECTION H

H - DELINQUENT RECORD CONTENT REPORT - (SUPERVISOR REQUESTS)
CHEKID
INPUT=PRFRP002
SWITCH
01000000
* DELINQUENT RECORD CONTENT REPORT WILL NOW BE PRINTED
* THE ACCOUNTS BEING PRINTED WERE REQUESTED BY THE SUPERVISOR
DTLLST
INPUT=PRFRP002
UTIL
CLEAR, FN=SREQDL
EX
* THE DELINQUENT RECORD CONTENT REPORT IS COMPLETE
MNUPRO

SELECTION I

I - UPDATE ACCOUNTS FROM HISTORY
CHEKID
* THE ACTIVE ACCOUNTS WILL BE UPDATED FROM HISTORY
DDUPDT
* THE ACTIVE ACCOUNTS HAVE BEEN UPDATED FROM HISTORY
MNUPRO

SELECTION J

J - THIS IS A DUMMY PROCEDURE
CHEKID
* WARNING: DO NOT SELECT 'L' OR 'M' FROM THE DAILY CYCLE MENU UNTIL THE
* COLLECTORS ARE OFF-LINE FOR THE DAY
MNUPRO

SELECTION K

K - THIS IS A DUMMY PROCEDURE
CHEKID
* WARNING: DO NOT SELECT 'L' OR 'M' FROM THE DAILY CYCLE MENU UNTIL THE
* COLLECTORS ARE OFF-LINE FOR THE DAY
MNUPRO

SELECTION L

L - SORT TRANSACTION FILE IN PROPER ORDER FOR COLLECTOR REPORT
CHEKID
**** OPERATOR - THE COLLECTORS MUST BE OFF-LINE
* RESPOND: 'N' CARRIAGE RETURN - TO ABORT
* CARRIAGE RETURN ONLY - TO CONTINUE
*
CCSPAS
* THE TRANSACTION FILE WILL BE SORTED FOR THE COLLECTORS REPORT
INPUT=PRFDC010
UTIL
CLEAR, FN=TRANSFL
EX
INPUT=PRFDC010

DSORT
FN=TRANFL,CCS20
F2=TRNSFL,CCS20,
OP=T,F,A
KF=A,29,2,A,17,4,A,1,16,A,21,4,A,25,4,A,137,2
SL=I
PRETSR
INPUT=PRFDC010
UTIL
CLEAR,FN=ACTIVE
CLEAR,FN=TRANFL
CLEAR,FN=TRNBCK
EX
* THE TRANSACTION FILE HAS BEEN SORTED FOR THE COLLECTORS REPORT
NHCHNG
INPUT=PRFDC010
UTIL
CLEAR,FN=ADDACT
EX
MNUPRO

SELECTION M

M - CREATE DAILY ASSIGNMENT FILES
CHEKID
**** OPERATOR - THE COLLECTORS MUST BE OFF-LINE
* RESPOND: 'N' CARRIAGE RETURN - TO ABORT
* CARRIAGE RETURN ONLY - TO CONTINUE
*
CCSPAS
* THE DAILY ASSIGNMENT FILES WILL BE CREATED
*
* THE DLYASSN FILE IS BEING CREATED
DACRTE
* THE DLYASSN FILE HAS BEEN CREATED
* THE DLYASSN FILE IS BEING SORTED
INPUT=PRFDC011
DSORT
FN=DLYWRK,CCS20
FN=DLYASSN,CCS20
F2=DLYASSN,CCS20,
OP=T,F,A
KF=A,17,4,A,25,2,A,21,4,D,27,4,A,1,16
SL=I
* THE DLYASSN FILE HAS BEEN SORTED
INPUT=PRFDC011
UTIL
CLEAR,FN=DAQUE
EX
* THE DAILY QUEUE FILE IS BEING CREATED
DAQUEL
* THE DAILY QUEUE FILE HAS BEEN CREATED
* THE FILE SPACE AUDIT REPORT WILL NOW BE PRINTED
**** OPERATOR - CARRIAGE RETURN TO CONTINUE AFTER REVIEWING
* SCREEN INFORMATION
CCSSPC
CCSPAS
* THE FILE SPACE AUDIT REPORT IS COMPLETE
* THE DAILY ASSIGNMENT FILES HAVE BEEN CREATED
MNUPRO

HISTORY SYSTEM MENU

REQUEST = > HS

HISTORY SYSTEM MENU

- A - MOVE INACTIVE ACCOUNTS TO HISTORY FILES
- B - UPDATE ACTIVE ACCOUNTS FROM THE TAPE ARCHIVES
- C - PURGE OLDEST ACCOUNTS FROM SUMMARY HISTORY FILE

D - PURGE OLDEST ACCOUNTS FROM THE TAPE ARCHIVES FILE
E - PURGE MASTER FILES (DELMST-COSIGNER-ACTFIL)
Z - EXIT

SELECTION = >

SELECTION A

A - MOVE INACTIVE ACCOUNTS TO HISTORY FILES
CHEKID
* THE INACTIVE ACCOUNTS WILL BE MOVED TO HISTORY
* THE INACCT FILE IS BEING SORTED INTO ACCOUNT NUMBER ORDER
INPUT=PRFHS001
DSORT
FN=INACCT,CCS20
F2=INTEMP,CCS20,
OP=T,F,A
KF=A,1,16,D,23,2,D,19,4
SL=I
INPUT=PRFHS001
UTIL
CLEAR,FN=INACCT
COPY,FN=INTEMP,F2=INACCT,OW=CCS20
DELETE,FN=INTEMP
EX
* THE INACCT FILE HAS BEEN SORTED INTO ACCOUNT NUMBER ORDER
****OPERATOR - MOUNT HISTORY FILE OUTPUT TAPE ON TAPE UNIT '0'
* BE SURE TAPE HAS A WRITE RING
*
CCSPAS
MHUPDT
* THE INACTIVE ACCOUNTS HAVE BEEN MOVED TO HISTORY
MNUPRO

SELECTION B

B - UPDATE ACTIVE ACCOUNTS FROM THE TAPE ARCHIVES
CHEKID
* THE ACTIVE ACCOUNTS WILL BE UPDATED FROM THE TAPE ARCHIVES
INPUT=PRFHS002
UTIL
DEFINE,FN=UPREQ,ED=999999,TY=S,LR=22,NR=300
EX
CHUPD1
* THE UPREQ FILE WILL BE SORTED
INPUT=PRFHS002
DSORT
FN=UPREQ,CCS20
F2=UPREQ,CCS20,
OP=T,F,A
KF=D,21,2,D,17,4,A,1,16
SL=I
* THE UPREQ FILE HAS BEEN SORTED
INPUT=PRFHS002
UTIL
CLEAR,FN=UPHSTCM
**** OPERATOR - YOU WILL BE PROMPTED TO MOUNT TAPES DURING THE
* EXECUTION OF THE NEXT JOB
CHUPD2
INPUT=PRFHS002
UTIL
DELETE,FN=UPREQ
EX
* THE ACTIVE ACCOUNTS HAVE BEEN UPDATED FROM THE TAPE ARCHIVES
MNUPRO

SELECTION C

C - PURGE OLDEST ACCOUNTS FROM SUMMARY HISTORY FILES
CHEKID
* THE SUMHIST FILE WILL BE PURGED
PHDEL2
CMPSUM
* THE SUMHIST FILE HAS BEEN PURGED
MNUPRO

SELECTION D

D - PURGE OLDEST ACCOUNTS FROM THE TAPE ARCHIVES FILE
CHEKID
* THE TAPEARC FILE WILL PURGED
PHDEL1
INPUT=PRFHS004
UTIL
COMPRES, FN=TAPEARC
EX
* THE TAPEARC FILE HAS BEEN PURGED
MNUPRO

SELECTION E

E - PURGE MASTER FILES (DELQMST-COSIGNER-ACTFIL)
CHEKID
* THE DELQMST, COSIGNER AND ACTFIL FILES WILL BE PURGED
CMPDLQ
INPUT=PRFMT010
UTIL
COMPRES, FN=COSIGNER
COMPRES, FN=ACTFIL
EX
*THE DELQMST, COSIGNER AND ACTFIL FILES HAVE BEEN PURGED
MNUPRO

FILE MAINTENANCE MENU (H1)

REQUEST => MT

FILE MAINTENANCE MENU

A - PRINT THE LETTER DEFINITION FILE
B - CREATE THE LETTER FILE
C - UTILITY FILE MAINTENANCE - ADD OR UPDATE UTILITY RECORDS
D - DECISION TABLE MAINTENANCE
E - PRINT ACTIVITY VERIFICATION TABLE
F - CREATE THE ACTIVITY VERIFICATION TABLE
G - FILE SPACE AUDIT - REPORTS PERCENTAGE OF UNUSED FILE SPACE
H - PURGE OLDEST ACCOUNTS FROM SUMMARY HISTORY FILE
I - PURGE OLDEST ACCOUNTS FROM THE TAPE ARCHIVES FILE
J - PRINT SCREEN DEFINITION FILE
K - CREATE THE SCREEN FILE
L - PURGE MASTER FILES (DELQMST-COSIGNER-ACTFIL)
M - ACTIVITY FILE MAINTENANCE/REPORT
N - COLECT ACTIVE USER FILE MAINTENANCE
O - PRINT GENERATOR DATA ELEMENT TABLE
P - REPORT GENERATOR DATA ELEMENT TABLE ROUTINES-CONSOLE INPUT
Q - REPORT GENERATOR PROGRAM DIRECTORY FILE MAINTENANCE
R - SAMPLE SCREEN FILE PRINT UTILITY
Z - EXIT

SELECTION =>

SELECTION A

A - PRINT THE LETTER DEFINITION FILE
CHEKID
* THE LETTER DEFINITION FILE WILL BE PRINTED
INPUT=PRFMT001
UTIL
LIST,FN=LTRDESC,L=LPRINTER,F=U
EX
* THE LETTER DEFINITION FILE IS LOADED
**** OPERATOR - IF CHANGES ARE TO BE MADE TO THE LETTER FILE ENTER
* THE EDITOR TO PROCESS THE LTRDESC FILE, WHEN
* COMPLETE PERFORM THE NEXT MENU PROCEDURE STEP "B"
* CARRIAGE RETURN WHEN READY TO CONTINUE
CCSPAS
MNUPRO

SELECTION B

B - CREATE THE LETTER FILE AND SAVE THE DEFINITIONS
CHEKID
* THE LETTER FILE WILL BE CREATED
INPUT=PRFMT002
UTIL
CLEAR,FN=LTRFIL
EX
LTRBLD
* THE LETTER FILE HAD BEEN CREATED
MNUPRO

SELECTION C

C - UTILITY FILE MAINTENANCE - ADD OR UPDATE UTILITY RECORDS
CHEKID
* THE UTILITY FILE MAINTENANCE ROUTINE WILL BE EXECUTED
*
**** OPERATOR - YOU CAN ADD, UPDATE OR DELETE UTILITY FILE RECORDS
* FROM THE CONSOLE
*
* FOLLOW THE INSTRUCTIONS AS THEY APPEAR ON THE SCREEN
UTFMTN
* THE UTILITY FILE WILL BE LISTED ON THE PRINTER
INPUT=PRFMT003
UTIL
LIST,FN=UTIFIL,L=LPRINTER,F=U
EX
* CHECK PRINTER LISTING TO VERIFY THAT RECORDS ARE CORRECT
* THE UTILITY FILE MAINTENANCE ROUTINE IS COMPLETE
MNUPRO

SELECTION D

D - DECISION TABLE MAINTENANCE
CHEKID
* THE DECISION TABLE MAINTENANCE ROUTINE WILL BE EXECUTED
*
**** OPERATOR - FOLLOW THE INSTRUCTIONS AS THEY APPEAR ON THE SCREEN
DECMTN
* THE DECISION TABLE MAINTENANCE ROUTINE IS COMPLETE
MNUPRO

SELECTION E

E - PRINT ACTIVITY VERIFICATION TABLE
CHEKID
* THE ACTIVITY VERIFICATION TABLE WILL BE PRINTED
AVMDMP
* THE ACTIVITY VERIFICATION TABLE HAS BEEN PRINTED
MNUPRO

SELECTION F

F - CREATE THE ACTIVITY VERIFICATION TABLE
CHEKID
* THE ACTIVITY VERIFICATION TABLE ROUTINE WILL BE EXECUTED
*
AVMCON
* THE ACTIVITY VERIFICATION TABLE ROUTINE IS COMPLETE
* THE ACTIVITY VERIFICATION TABLE WILL BE PRINTED
AVMDMP
* THE ACTIVITY VERIFICATION TABLE HAS BEEN PRINTED
MNUPRO

SELECTION G

G - FILE SPACE AUDIT - REPORTS PRECENTAGE OF UNUSED FILE SPACE
CHEKID
* THE FILE SPACE AUDIT REPORT WILL BE PRINTED
**** OPERATOR - CARRIAGE RETURN TO CONTINUE AFTER REVIEWING
* SCREEN INFORMATION
CCSSPC
CCSPAS
* THE FILE SPACE AUDIT REPORT IS COMPLETE
MNUPRO

SELECTION H

H - PURGE OLDEST ACCOUNTS FROM SUMMARY HISTORY FILE
CHEKID
* THE SUMHIST FILE WILL BE PURGED
PHDEL2
CMPSUM
* THE SUMHIST FILE HAS BEEN PURGED
MNUPRO

SELECTION I

I - PURGE OLDEST ACCOUNTS FROM THE TAPE ARCHIVES FILE
CHEKID
* THE TAPEARC FILE WILL BE PURGED
PHDEL1
INPUT=PRFHS004
UTIL
COMPRE,FN=TAPEARC
EX
* THE TAPEARC FILE HAS BEEN PURGED
MNUPRO

SELECTION J

J - PRINT SCREEN DEFINITION FILE
CHEKID
* THE SCREEN DEFINITION FILE WILL BE PRINTED
INPUT=PRFMT008
UTIL
LIST,FN=SCRNDESC,L=LPRINTER,F=U
EX
* THE SCREEN DEFINITION FILE HAS BEEN PRINTED
**** OPERATOR - IF CHANGES ARE TO BE MADE TO THE SCREEN DESCRIPTION
* FILE ENTER THE EDITOR TO PROCESS THE SCRNDESC FILE,
* WHEN COMPLETE PERFORM THE NEXT MENU PROCEDURE STEP 'K'
* CARRIAGE RETURN WHEN READY TO CONTINUE
CCSPAS
MNUPRO

SELECTION K

K - CREATE THE SCREEN FILE AND SAVE THE DEFINITIONS
CHEKID
* THE SCREEN FILE WILL BE CREATED AND THE SCREEN DEFINITION FILE WILL
BLDSRN
* THE SCREEN FILE HAS BEEN CREATED
MNUPRO

SELECTION L

L - PURGE MASTER FILES (DELQST-COSIGNER-ACTFIL)
CHEKID
* THE DELQST, COSIGNER AND ACTFIL FILES WILL BE PURGED
CMPDLQ
INPUT=PRFMT010
UTIL
COMPRES, FN=COSIGNER
COMPRES, FN=ACTFIL
EX
* THE DELQST, COSIGNER AND ACTFIL FILES HAVE BEEN PURGED
MNUPRO

SELECTION M

M - ACTIVITY FILE MAINTENANCE/REPORT
CHEKID
* THE SUMMARY REPORT OF THE BLOCK DISTRIBUTION IN THE ACTIVITY FILE
* WILL BE PRINTED
ACTMTN
* THE SUMMARY REPORT OF THE BLOCK DISTRIBUTION IN THE ACTIVITY FILE
* HAS BEEN PRINTED
MNUPRO

SELECTION N

N - COLECT ACTIVE USER FILE MAINTENANCE
CHEKID
* THE COLECT ACTIVE USER MAINTENANCE FILE ROUTINE WILL BE EXECUTED
**** OPERATOR - FOLLOW THE INSTRUCTIONS AS THEY APPEAR ON THE SCREEN
*
USEMTN
* THE COLECT ACTIVE USER MAINTENANCE FILE ROUTINE IS COMPLETE
MNUPRO

SELECTION O

O - REPORT GENERATOR DATA ELEMENT TABLE
CHEKID
* THE REPORT GENERATOR DATA ELEMENT TABLE WILL BE PRINTED
PGLTTB
MNUPRO

SELECTION P

P - REPORT GENERATOR DATA ELEMENT TABLE ROUTINES-CONSOLE INPUT
CHEKID
* THE REPORT GENERATOR DATA ELEMENT TABLE ROUTINES WILL BE EXECUTED
*
* THE DATA ELEMENT TABLE WILL BE PRINTED
PGLTTB
* THE DATA ELEMENT TABLE HAS BEEN PRINTED
*
* THE DATA ELEMENT TABLE WILL BE UPDATED
*

**** OPERATOR - INPUT WILL BE FROM THE CONSOLE
*
****OPERATOR - FOLLOW THE INSTRUCTIONS AS THEY APPEAR ON THE SCREEN
*
INPUT=PRFMT014
SWITCH
00000000
PGUPTB
* THE DATA ELEMENT TABLE HAS BEEN UPDATED
*
* THE DATA ELEMENT TABLE WILL BE PURGED
INPUT=PRFMT014
UTIL
DEFINE, FN=TBLWRK, TY=R, K1=6, P1=1, NR=2000, LR=80
EX
PGCMR
INPUT=PRFMT014
UTIL
DELETE, FN=RPTTBL
RENAME, FN=TBLWRK, F2=RPTTBL
EX
* THE DATA ELEMENT TABLE HAS BEEN PURGED
*
* THE REPORT GENERATOR DATA ELEMENT TABLE ROUTINES ARE COMPLETE
MNUPRO

SELECTION Q

Q - REPORT GENERATOR PROGRAM DIRECTORY FILE MAINTENANCE
CHEKID
* THE PROGRAM DIRECTORY FILE ROUTINES WILL BE EXECUTED
*
* THE PROGRAM DIRECTORY FILE WILL BE PRINTED
* PGLIST
* THE PROGRAM DIRECTORY FILE HAS BEEN PRINTED
*
*
* THE PROGRAM DIRECTORY FILE WILL BE PURGED
*
**** OPERATOR - FOLLOW THE INSTRUCTIONS AS THEY APPEAR ON THE SCREEN
*
PGPURG
INPUT=PRFMT015
UTIL
COMPRE, FN=RPTPGM
EX
* THE PROGRAM DIRECTORY FILE HAS BEEN PURGED
*
* THE PROGRAM DIRECTORY FILE WILL BE PRINTED
PGLIST
* THE PROGRAM DIRECTORY FILE HAS BEEN PRINTED
*
* THE PROGRAM DIRECTORY FILE ROUTINES HAVE BEEN EXECUTED
MNUPRO

SELECTION R

R - SCREEN FILE PRINT UTILITY
CHEKID
* THE SCREEN FILES WILL BE PRINTED
*
**** OPERATOR - FOLLOW THE INSTRUCTIONS AS THEY APPEAR ON THE SCREEN
*
PRTSCN
* THE SCREEN FILES HAVE BEEN PRINTED
MNUPRO

ON-DEMAND REPORT MENU

REQUEST => RP

ON-DEMAND REPORT MENU

A - DELINQUENT RECORD CONTENT REPORT (INACTIVE ACCOUNTS)
B - DELINQUENT RECORD CONTENT REPORT (SUPERVISOR REQUESTS)
C - TREND ANALYSIS-CALCULATE AGE- RUN BEFORE SELECTION D OR E
D - TREND ANALYSIS REPORT PRINTED BY QUEUE
E - TREND ANALYSIS REPORT PRINTED BY PRODUCT TYPE
F - ELIGIBLE/ACTUAL WRITE-OFF REPORT
G - DAILY ASSIGNMENT LIST
H - SUMMARY ACCOUNT LIST REPORT
I - WEEKLY COLLECTOR STATISTICS REPORT
J - MONTHLY COLLECTOR STATISTICS REPORT
K - CREATE REPORT GENERATOR PROGRAM
L - EXECUTE REPORT GENERATOR PROGRAM
M - QUEUE LOADING REPORT
Z - EXIT

SELECTION =>

SELECTION A

A - DELINQUENT RECORD CONTENT - (INACTIVE ACCOUNTS)
CHEKID
INPUT=PRFRP001
SWITCH
10000000
* DELINQUENT RECORD CONTENT REPORT WILL NOW BE PRINTED
* THE ACCOUNTS BEING PRINTED ARE THE INACTIVE ACCOUNTS NOT PREVIOUSLY
* PRINTED
DTLLST
* THE DELINQUENT RECORD CONTENT REPORT IS COMPLETE
MNUPRO

SELECTION B

B - DELINQUENT RECORD CONTENT RECORD - (SUPERVISOR REQUESTS)
CHEKID
INPUT=PRFRP002
SWITCH
01000000
* DELINQUENT RECORD CONTENT REPORT WILL NOW BE PRINTED
* THE ACCOUNTS BEING PRINTED WERE REQUESTED BY THE SUPERVISOR
DTLLST
INPUT=PRFRP002
UTIL
CLEAR,FN=SREQDL
EX
* THE DELINQUENT RECORD CONTENT REPORT IS COMPLETE
MNUPRO

SELECTION C

C - TREND ANALYSIS-CALCULATE AGE- RUN BEFORE SELECTION D OR E
CHEKID
* CALCULATE AGE FOR TREND ANALYSIS
TRENDF
* THE TREND ANALYSIS AGE CALCULATION IS COMPLETE
*
* THE ACCAGE AND RSHFIL FILES ARE BEING SORTED INTO AGEWRK
INPUT=PRFRP003

UTIL
DELETE, FN=AGEWRK
EX
INPUT=PRFRP003
DSORT
FN=ACCAGE, CCS20
FN=RSWFIL, CCS20
F2=AGEWRK, CCS20, SYSVOL
OP=T, F, A
KF=A, 1, 1, A, 17, 4
SL=I

* THE ACCAGE AND RSWFIL FILES HAVE BEEN SORTED
*
****OPERATOR-
* RESPOND: 'N' CARRIAGE RETURN TO BYPASS UPDATING PREVIOUS
* TREND DATA FOR NEXT RUN
* CARRIAGE RETURN ONLY TO UPDATE PREVIOUS
* TREND DATA FOR NEXT RUN

CCSPAS
TRENDU
INPUT=PRFRP003
CLEAR, FN=RSWFIL
EX
MNUPRO

SELECTION D

D - TREND ANALYSIS REPORT PRINTED BY QUEUE
CHEKID
* GENERATE THE TREND ANALYSIS REPORT BY QUEUE
* THE AGEWRK FILE IS BEING SORTED
INPUT=PRFRP004
DSORT
FN=AGEWRK, CCS20
F2=AGEWRK, CCS20,
OP=T, F, A
KF=A, 1, 1, A, 17, 4
SL=I
* THE AGEWRK FILE HAS BEEN SORTED
* THE TREND ANALYSIS REPORT BY QUEUE WILL NOW BE PRINTED
INPUT=PRFRP004
SWITCH
10000000
TRENDP
* THE TREND ANALYSIS REPORT BY QUEUE IS COMPLETE
MNUPRO

SELECTION E

E - TREND ANALYSIS REPORT PRINTED BY PRODUCT TYPE
CHEKID
* GENERATE THE TREND ANALYSIS REPORT BY PRODUCT TYPE
* THE AGEWRK FILE IS BEING SORTED
INPUT=PRFRP005
DSORT
FN=AGEWRK, CCS20
F2=AGEWRK, CCS20,
OP=T, F, A
KF=A, 1, 1, A, 25, 4
SL=I
* THE AGEWRK FILE HAS BEEN SORTED
* THE TREND ANALYSIS REPORT BY PRODUCT TYPE WILL NOW BE PRINTED
INPUT=PRFRP005
SWITCH
00000000
TRENDP
* THE TREND ANALYSIS REPORT BY PRODUCT TYPE IS COMPLETE
MNUPRO

SELECTION F

F - ELIGIBLE/ACTUAL WRITE-OFF REPORT

CHEKID

- * THE WRITE-OFF REPORT WILL BE GENERATED
- * THE WOEF FILE WILL BE CREATED

INPUT=PRFRP006

UTIL

DEFINE, FN=WOEF, ED=999999, TY=S, LR=115, NR=6000

EX

WRTOFE

- * THE WOEF FILE HAS BEEN CREATED
- * THE WOEF FILE IS BEING SORTED

INPUT=PRFRP006

DSORT

FN=WOEF, CCS20

F2=WOEF, CCS20,

OP=T, F, A

KF=A, 25, 1, A, 17, 4, A, 21, 4, A, 1, 16

SL=I

- * THE WOEF FILE HAS BEEN SORTED
- * THE WRITE-OFF REPORT WILL BE PRINTED

WTROFP

INPUT=PRFRP006

UTIL

DELETE, FN=WOEF

EX

- * THE WRITE-OFF REPORT IS COMPLETE

MNUPRO

SELECTION G

G - DAILY ASSIGNMENT LIST

CHEKID

- * THE DAILY ASSIGNMENT REPORT LIST WILL BE PRINTED

DALIST

- * THE DAILY ASSIGNMENT LIST REPORT IS COMPLETE

MNUPRO

SELECTION H

H - SUMMARY ACCOUNT LIST REPORT

CHEKID

- * THE SUMMARY ACCOUNT REPORT LIST WILL BE PRINTED

SUMACL

- * THE SUMMARY ACCOUNT REPORT LIST IS COMPLETE

MNUPRO

SELECTION I

I - WEEKLY COLLECTOR STATISTICS REPORT

CHEKID

- * THE WEEKLY COLLECTOR STATISTICS REPORT WILL BE PRINTED

INPUT=PRFRP009

SWITCH

01000000

COLSTS

- * THE WEEKLY COLLECTOR STATISTICS REPORT IS COMPLETE

**** OPERATOR -

- * RESPOND: 'N' CARRIAGE RETURN - TO BYPASS ZEROING THE WEEKLY COUNT

*

- * CARRIAGE RETURN ONLY - TO ZERO THE WEEKLY COUNT

CCSPAS

INPUT=PRFRP009

SWITCH

00001000

COLSTS

MNUPRO

SELECTION J

J - MONTHLY COLLECTOR STATISTICS REPORT

CHEKID

* THE MONTHLY COLLECTOR STATISTICS REPORT WILL BE PRINTED

INPUT=PRFRP010

SWITCH

00100000

COLSTS

* THE MONTHLY COLLECTOR STATISTICS REPORT IS COMPLETE

**** OPERATOR -

* RESPOND: 'N' CARRIAGE RETURN - TO BYPASS CLEARING THE COLLECTOR
* STATISTICS COUNT FILE

*

* CARRIAGE RETURN ONLY - TO CLEAR THE COLLECTOR STATISTICS
* COUNT FILE

CCSPAS

INPUT=PRFRP010

UTIL

CLEAR,FN=COLSTATS

EX

MNUPRO

SELECTION K

K - CREATE REPORT GENERATOR PROGRAM

CHEKID

* THE REPORT GENERATOR PROGRAMS WILL BE CREATED

**** OPERATOR - (BATCH HOST MUST BE ACTIVE BEFORE PROCEEDING)

* TO ACTIVATE BATCH HOST

* MI, *BATCH,F

*

* RESPOND: 'N' CARRIAGE RETURN - IF BATCH HOST IS NOT ACTIVE

*

* CARRIAGE RETURN ONLY - TO CONTINUE

CCSPAS

**** OPERATOR - FOLLOW THE INSTRUCTIONS AS THEY APPEAR ON THE SCREEN

INPUT=PRFCNTRL

UTIL

DEFINE,FN=RPTWKE,LR=80,NR=1000

DEFINE,FN=RPTWKP,LR=80,NR=1000

DEFINE,FN=PRCWRK,LR=80,NR=50

EX

PGGEN

* THE REPORT GENERATOR PROGRAMS HAVE BEEN CREATED

* THE REPORT GENERATOR PROGRAMS WILL BE BATCHED

INPUT=PRFCNTRL

UTIL

BATCH,FN=RPTWKE,TY=N

BATCH,FN=RPTWKP,TY=R

DELETE,FN=RPTWKE

DELETE,FN=RPTWKP

CLEAR,FN=PGEXTR

EX

PGCNT1

*

**** OPERATOR - SELECTION L MUST NOW BE RUN TO EXECUTE THE REPORT

CCSPAS

MNUPRO

SELECTION L

L - EXECUTE REPORT GENERATOR PROGRAM

NOTE

This selection executes the procedure stream that contains the latest report generator program, created by selection K. It is for the convenience of the user, so the most recently created program can be tested. If the report generator program created by selection K was saved, it can be repeatedly executed by selecting it from the report generator report directory menu.

SELECTION M

M - QUEUE LOADING REPORT

CHECKID

* THE QUEUE LOADING REPORT WILL BE PRINTED

QLOAD

* THE QUEUE LOADING REPORT IS COMPLETE

MNUPRO

REPORT GENERATOR/DIRECTORY MENU

REQUEST => RG

REPORT GENERATOR - REPORT DIRECTORY

A - R.G. REPORT 1 - (AVAILABLE)
B - R.G. REPORT 2 - (AVAILABLE)
C - R.G. REPORT 3 - (AVAILABLE)
D - R.G. REPORT 4 - (AVAILABLE)
E - R.G. REPORT 5 - (AVAILABLE)
F - R.G. REPORT 6 - (AVAILABLE)
G - R.G. REPORT 7 - (AVAILABLE)
H - R.G. REPORT 8 - (AVAILABLE)
I - R.G. REPORT 9 - (AVAILABLE)
J - R.G. REPORT 10 - (AVAILABLE)
K - R.G. REPORT 11 - (AVAILABLE)
L - R.G. REPORT 12 - (AVAILABLE)
M - R.G. REPORT 13 - (AVAILABLE)
N - R.G. REPORT 14 - (AVAILABLE)
O - R.G. REPORT 15 - (AVAILABLE)
P - R.G. REPORT 16 - (AVAILABLE)
Q - R.G. REPORT 17 - (AVAILABLE)
R - R.G. REPORT 18 - (AVAILABLE)
S - R.G. REPORT 19 - (AVAILABLE)
Z - EXIT

SELECTION = >

CCS UPDATE TAPE DESCRIPTIONS

H

This appendix contains tables describing various update tape records used in CCS.

TABLE H-1. ' , ADD/UPDATE CODE RECORD UPDATE

Start Column	Number Character	Field Name	Field Description
1	3	MCD	' ' denotes ADD or UPDATE record
4	1	MACTFG	Account group
5	15	MACCT	Account number
20	1	MSLCD	Borrower's salutation code
21	30	MNAM	Borrower's name
51	30	MADR1	Borrower's address line 1
81	30	MADR2	Borrower's address line 2
111	20	MCS	Borrower city, state
131	5	MZP	Borrower zip code
136	10	MPHN	Borrower's home phone (area code and number)
146	4	MEXT	Borrower's extension/comment
150	30	MBNM	Business name
180	30	MBAD	Business address
210	20	MBCS	Business city, state
230	5	MBZP	Business zip code
235	10	MBPH	Business phone (area code and number)
245	4	MBEX	Business phone extension
249	16	MADL	Additional account number
265	9	MSOC	Social security number
274	4	MQUE	Queue assigned
278	30	MPAD1	Previous address 1
308	30	MPAD2	Previous address 2
338	20	MPCS	Previous city, state
358	5	MPZC	Previous zip code
363	6	MDLDT	Date account delinquent from
369	6	MOPDT	Account open date
375	9	MADLQ	Amount delinquent (past due)
384	9	MCBAL	Current balance
393	9	MPYOF	Current payoff or total due
402	6	MCPGD	Current payoff good until
408	9	MNPA	Next payoff amount
417	9	MOAMT	Open amount or credit limit
426	1	MCMN	Number of cosigners
427	3	MPTS	Credit or point score
430	5	MBBR	Bank branch
435	8	MLON	Loan officer
443	4	MTCO	Account type code or product type
447	2	MTD3	Number of times account is 30 days delinquent
449	2	MTD6	Number of times account is 60 days delinquent
451	2	MTD9	Number of times account is 90 days delinquent
453	40	MSDF	Special description field
493	3	MDYDL	Number of days account is delinquent
496	944	MCUS	Customer-defined information
1440	1	CSLC1	Cosigner 1 salutation code
1441	1	C1FG	Flag
1442	30	CN1	Name
1472	30	CA1	Address
1502	20	CS1	City, state

TABLE H-1. ' ', ADD/UPDATE CODE RECORD UPDATE (Contd)

Start Column	Number Character	Field Name	Field Description
1522	5	CZ1	Zip code
1527	10	CH1	Home phone
1537	4	CHE1	Extension and comment
1541	10	CB1	Business phone
1551	4	CBE1	Extension
1555	1	CSLC2	Cosigner 2 salutation code
1556	1	C2FG	Flag
1557	30	CN2	Name
1587	30	CA2	Address
1617	20	CS2	City, state
1637	5	CZ2	Zip code
1642	10	CH2	Home phone
1652	4	CHE1	Extension and comment
1656	10	CB	Business phone
1666	4	CBE2	Extension
1670	1	CSLC3	Cosigner 3 salutation code
1671	1	C3FG	Flag
1672	30	CN3	Name
1702	30	CA3	Address
1732	20	CS3	City, state
1752	5	CZ3	Zip code
1757	10	CH3	Home phone
1767	4	CHE3	Extension and comment
1771	10	CB3	Business phone
1781	4	CBE3	Extension
1784			END OF RECORD = record length

TABLE H-2. '30X' CODE RECORD FORMAT

Start Column	Number Character	Field Name	Field Description
1	3	MCD	301, 302, or 303
4	1	MACTFG	Account group
5	15	MACCT	Account number
20	6		Date inactive status is effective
26	9		Dollars involved to make account inactive
34			END OF RECORD = record length

TABLE H-3. '4XX' CODE RECORDS FORMAT

Start Column	Number Character	Field Name	Field Description
1	3	MCD	4xx, xx=01, 02,...
4	1		Account group
5	15		Account number
20	30		Field containing the nonfinancial data (left justified to be updated)
49			END OF RECORD = record length

TABLE H-4. 400 CODES

Code	Length	Description
401	1	Borrower's salutation code
402	30	Name (last, first, middle)
403	30	Address line 1
404	30	Address line 2
405	20	City, state
406	5	Zip code
407	10	Home phone (area code and number)
408	4	Extension
409	30	Business name
410	30	Address
411	20	City, state
412	5	Zip code
413	10	Phone number (area code and number)
414	4	Extension
415	16	Additional account number (must include flag)
416	9	Social security number
417-420		Reserved for future use
421	1	Cosigner 1 salutation code
422	1	Flag
423	30	Name
424	30	Address
425	20	City, state
426	5	Zip code
427	10	Home phone (area code and number)
428	4	Extension
429	10	Business phone (area code and number)
430	4	Extension
431	1	Cosigner 2 salutation code
432	1	Flag
433	30	Name
434	30	Address
435	20	City, state
436	5	Zip code
437	10	Home phone (area code and number)
438	4	Extension
439	10	Business phone (area code and number)
440	4	Extension
441	1	Cosigner 3 salutation code
442	1	Flag
443	30	Name
444	30	Address
445	20	City, state
446	5	Zip code
447	10	Home phone (area code and number)
448	4	Extension
449	10	Business phone (area code and number)
450	4	Extension



MEMORY UTILIZATION DESCRIPTION

I

This appendix contains a summary of the memory requirements for CCS.

CPU I MEMORY

The concept of logical memory is used to define memory in which programs are executed. The concept of physical memory is used to define memory in which programs reside. CPU I requires a minimum of 192K bytes of physical memory. Logical memory is limited to 128K bytes. Figure I-1 defines CPU I physical memory.

User programs are executed in the user area of logical memory. This area is constructed from the paged physical memory in 2K blocks. The maximum user area is 60K bytes.

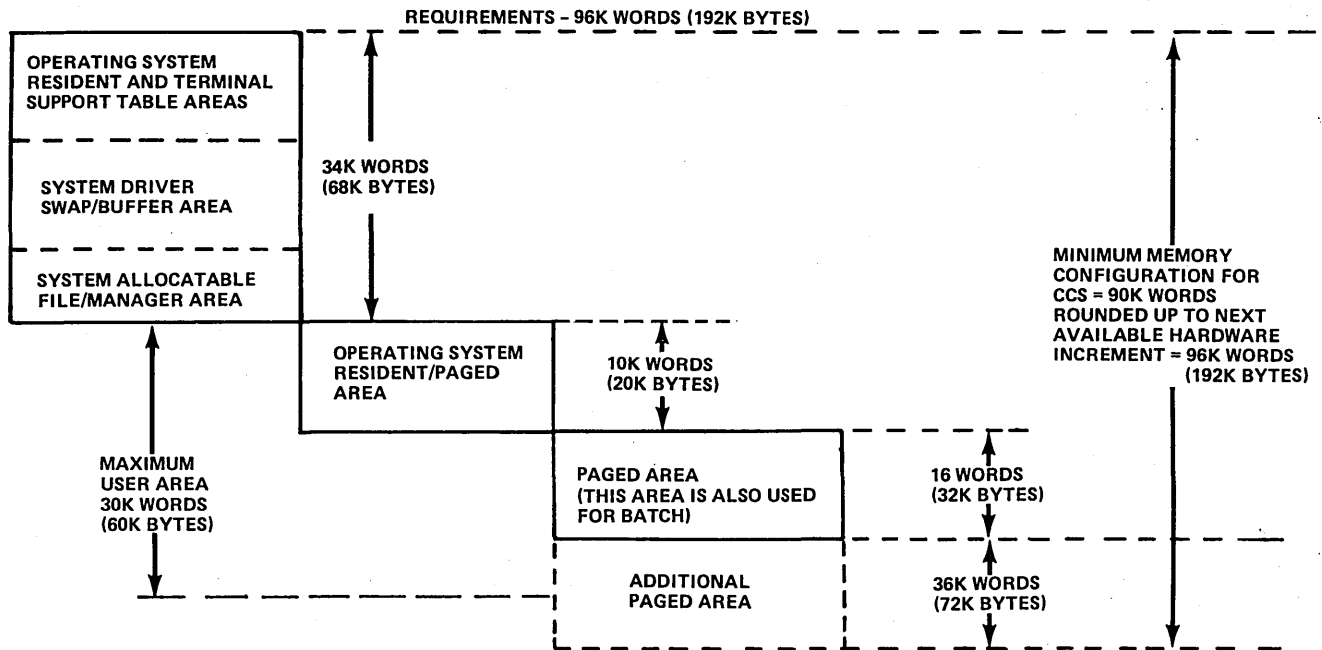
During on-line operations with CCS, the user area is used for multiple versions of COLECT and the REPORT subsystems. Each terminal, when active, requires a portion of paged memory for its programs. The operating system timeslices each user program. The programs are swapped to mass memory when the memory is required by other users.

Batch and concurrent operations are handled in the same manner. Since the operating system utilizes all available memory, expanding the memory size reduces the swapping required at execution time and improves the throughput of the system.

Application programs added to the existing configuration operate within the 124K bytes of memory available. The facilities are timeshared with the various COLECTs coming into memory, as required by the system activity. As the application gets larger, fewer COLECTs can be resident and more swapping with mass memory is required. System performance, therefore, degrades proportionally.

CPU II MEMORY

CPU II services the terminals attached to the system. A minimum of 96K bytes are required for the communication software. Additional memory added to CPU II becomes part of the paged physical memory available to CPU I.



1582-1

Figure I-1. Physical Memory (CPU I)

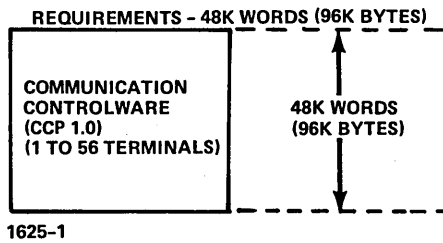


Figure I-2. Physical Memory (CPU II)

CUSTOMER OR FIELD ANALYST WORK SHEETS

This appendix contains work sheets to aid the analyst or customer in defining data and parameters necessary for input into an initial system (section 9).

CUSTOMER MASTER FILE DATA

Start Field	Length	Format	Corr. CMF	Description/Comment

Length = Length of Field in Bytes
Start Field = Starting location in Master File
Format = Alpha, Dollar, Data

COLLECTOR ASSIGNMENT/PRIORITY

Test #	Level	Next Level	# Of Params	Param #	Param Operator	Param Value 1	Param Value 2	Param Connector	# of Return Values	Collector ID/Priority

CUSTOMER UTILITY FILE DATA

Report heading 1 _____ (maximum 40 characters)
2 _____ (maximum 40 characters)
3 _____ (maximum 40 characters)

Number of days account is to remain in the active files prior to moving the history:

Released _____ (maximum 3 digits)
Satisfied _____ (maximum 3 digits)
Written-off _____ (maximum 3 digits)

Number of months an account has to be in history before it is eligible for purging:
On-line summary history

Released _____ (maximum 3 digits)
Satisfied _____ (maximum 3 digits)
Written-off _____ (maximum 3 digits)

On-line tape archive index _____ (maximum 3 digits)

Number of days before acceptance of nonfinancial changes on the complete update
tape (value of 999 denotes no nonfinancial changes are accepted)
_____ (maximum 3 digits)

Salutation codes

Blank no.	No salutation
1	_____ (maximum 8 characters)
2	_____ (maximum 8 characters)
3	_____ (maximum 8 characters)
4	_____ (maximum 8 characters)
5	_____ (maximum 8 characters)
6	_____ (maximum 8 characters)
7	_____ (maximum 8 characters)
8	_____ (maximum 8 characters)
9	_____ (maximum 8 characters)

Default number of accounts to print for each queue in the list report _____
(maximum 3 digits)

Override values	Queue	Number
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

UTILITY FILE COLLECTOR DATA

COLLECTOR

ID	NAME	SAL. CD	TELEPHONE EXT	SUPERVISOR	QUEUES (8 max.)
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

SUPERVISOR

ID	NAME	SAL. CD	TELEPHONE EXT	SUPERVISOR	QUEUES (8 max.)
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

UTILITY FILE COLLECTOR DATA

CLERICAL

ID	NAME	QUEUES (8 max.)
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Number of digits of account number to be printed on letters 15 or 16.

Letter closing (appears beneath collector name) _____
(maximum 25 characters)

Number of accounts to delay for 'RL' function in COLECT _____ (1-15).

Number of days delay added to promise-to-pay date for next contact date in
COLECT _____ (0-30)

Maximum number of days a next contact date may be in the future if entered by a
collector _____ (0-99)

No answer (NA) result code treated as a review later result code (RC).

**LETTER FORM
CHARACTER POSITION**

1	(NAME 45 CHAR INCLUDING AN 8 CHAR SALUTATION) 1)	MM/DD/YY
2	(ADDRESS 30 CHARACTERS))	
3	(ADDRESS 20 CHARACTERS))	
4	(ZIP CODE)	ACCT # 1,6 DIGITS
5		
6		
7		
8		
9		
10		
11	LINES 1 THROUGH 11 FIXED FORMAT	
12		
13		
14		
15		
16		
17		
18		
19		
20		
21		
22		
23		
24		
25		
26		
27		
28		
29		
30		
31		
32		
33		
34		
35		
36		
37		
38	CLOSING SALUTATION: SINCERELY	
39		
40		
41		
42		COLLECTOR NAME
43		COLLECTOR PH. #
44		
45		COLLECTION DEPT

PLEASE FILL INFORMATION FOR UP TO 5 VARIABLE TEXT INSERTIONS AND NOTE IN BODY OF TEXT A "V1" (NO CHAR) "V2" (NO CHAR) ETC.

	<u>V1</u>	<u>V2</u>	<u>V3</u>	<u>V4</u>	<u>V5</u>	
TEXT LINE	---	---	---	---	---	Line number in text
TEXT COLUMN	---	---	---	---	---	Character position in text
CODE	---	---	---	---	---	A=Amount/D=Date/S=Alpha
START POSITION	-----	-----	-----	-----	-----	Start position in Master file
LENGTH	---	---	---	---	---	Length of field

\$\$USERID FILE INFORMATION

USER ID
REQUEST FIELD

PORT NUMBER

-----	---	-----
-----	---	-----
-----	---	-----
-----	---	-----
-----	---	-----
-----	---	-----
-----	---	-----
-----	---	-----
-----	---	-----
-----	---	-----
-----	---	-----
-----	---	-----
-----	---	-----
-----	---	-----
-----	---	-----
-----	---	-----
-----	---	-----
-----	---	-----
-----	---	-----
-----	---	-----
-----	---	-----

The entry under REQUEST FIELD can be a program name, providing the program exists through a CALL CHAIN to EXIT request (not a CALL PGMOUT). After entering the correct ID for the port number, the user begins execution of this program. The user will only see and operate from the REQUEST = prompt if the REQUEST FIELD in the \$\$USERID file is blank.

SAMPLE SCREENS

K

This appendix contains examples of screens provided by CCS to implement a collection session. The screens are

samples only. The user has the option of tailoring screens (format and field) to his requirements.

```
A           = AUTOMATIC
B,(NAME)   = NAME
N,(#)      = ACCOUNT NUMBER
C,(NAME)   = COSIGNER NAME
E           = EXIT

PLEASE ENTER SELECTION
```

Figure K-1. Selection Screen

```
CREDIT COLLECTION SYSTEM
COLECT VERSION 3.0
0946

PLEASE ENTER COLLECTOR ID
```

Figure K-2. Sign-On Screen

```
1 BORROWERS NAME      ADDRESS      ACCOUNT #
2 BORROWERS NAME      ADDRESS      ACCOUNT #

# = SELECT NAME
D = DISCONTINUE SEARCH
  = CONTINUE SEARCH

PLEASE ENTER SELECTION
```

Figure K-3. Borrower's Name and Address Screen

NCA, SAM
99 Z ST

99

C = CORRECT
D = DISCONTINUE
= CONTINUE

PLEASE ENTER SELECTION

Figure K-4. Cosigner's Name and Address Screen

BORROWER'S MASTER SCREEN

SUPV ACCT #
SPARKS, BARBARA B
9999 PARK ST
NEW CAROL, PA 86211
HOME # 777/670-0385
SAL CD 0

QUEUE # 0001
POINT SCORE 000
ACCT TYPE 02
STATUS CD
PP FLAG

ACCT # 0107879631234567
AMT DELQ 97.13
DELQ DATE 05/30/77
PREV QUE 0004
Y PRIORITY 0008
NEXT CONTACT 10/17/78

TIME 0810

MAXOR, INC
834 TONON PL
ARCO, PA 86204
WORK # 777/452-3232

SOC SEC #
ADL ACCT #
SAV ACCT #
EXT CK ACCT #
ENTRY DATE 06/19/77

NUMBER COSIGNER 1

LAST ACTIVITY

DATE AC RS LT COLL COMMENT
06/19/77 TH PP 2 0022 NEW JOB

LAST UPDATE
PERM COMMENT 1: THREE PERMANENT COMMENTS (MAX
PERM COMMENT 2: OF 30 CHARACTERS EACH) MAY BE
PERM COMMENT 3: STORED IN THE MASTER FILE

PLEASE ENTER NEXT FUNCTION OR ACTION, RESULT, LETTER REQUEST, COMMENT

Figure K-5. Cosigner's Name and Address Screen

FINANCIAL HISTORY

ACCT NAME SPARKS, BARBARA B
ACCT TYPE 02
LOAN OFF
SPEC DESC FIELD

ACCT # 0107879631234567

AMT DELQ 97.13
DELQ DATE 05/30/77
LAST UPDATE 06/19/77
ENTRY DATE 06/19/77

OPEN DATE
OPEN AMOUNT 0.00
CUR BALANCE 116.65
CUR PAYOFF 116.65

TIMES DELINQUENT
30 DAYS 00
60 DAYS 00
90 DAYS 00

PROMISED TO PAY FIELDS
FLAG Y
MADE 06/19/77
BY DATE 06/25/77
AMOUNT 50.00

DATE OF TAPE, IF IN TAPE HISTORY

PLEASE ENTER NEXT FUNCTION OR ACTION OR ACTION, RESULT, LETTER
REQUEST, COMMENT

Figure K-6. Financial History Screen

COLLECTION ACTIVITY

ACCT NAME SPARKS, BARBARA B ACCT # 0107879631234567
AMT DELQ 97.13 LAST LTR DATE 06/19/77
DELQ DATE 05/30/77 LAST LTR AMT 50.00

PERM COMMENT 1: THREE PERMANENT COMMENTS (MAX
PERM COMMENT 2: OF 30 CHARACTERS EACH) MAY BE
PERM COMMENT 3: STORED IN THE MASTER FILE

CONTACT AC RS LR
DATE CD CD CD COLL COMMENTS
06/19/77 TH PP 2 0002 NEW JOB

Figure K-7. Collection Activity Screen

BORROWER'S CHANGE SCREEN

ACCT NAME SPARKS, BARBARA B ACCT # 0107879631234567
LAST CHANGE 00/00/00 PREVIOUS

01 HOME ADDR 1 9999 PARK ST
02 HOME ADDR 2
03 CITY, STATE NEW CAROL, PA
04 HOME ZIP 86211
05 HOME PHONE 777/670-0385
06 HOME EXT 0000
07 BUS NAME MAXOR, INC
08 BUS ADDR 834 TONON PL
09 CITY, STATE ARCO, PA
10 BUS ZIP 86204
11 BUS PHONE 777/452-3232
12 BUS EXT 4211
13 SAL CD 0
14 ADL ACCT #
15 SOC SEC #

ENTER ITEM, CHANGE OR NEXT FUNCTION OR ACTION, RESULT, LETTER REQUEST

Figure K-8. Borrower's Change Screen

** COSIGNER **

ACCT NAME SPARKS, BARBARA B ACCT # 0107879631234567
AMT DELQ 97.13 DELQ DATE 05/30/77

COSIGNER 1 01 JOHN SMITH 06 HOME 222-3416
02 222 MAIN ST. 07 EXT 444
03 SAN DIEGO, CALIF. 08 BUS 111-1234
04 92100 09 EXT 333
05 1

COSIGNER 2 10 15 HOME
11 16 EXT
12 17 BUS
13 18 EXT
14

COSIGNER 3 19 24 HOME
20 25 EXT
21 26 BUS
22 27 EXT
23

ENTER ITEM,CHANGE OR NEXT FUNCTION OR ACTION,RESULT,LETTER REQUEST,
COMMENT

Figure K-9. Cosigner Screen

SUPERVISOR'S CHANGE SCREEN

ACCT NAME SPARKS, BARBARA B ACCT # 0107879631234567
CURR QUEUE 0001 AMT DELQ 97.13
LAST QUEUE CHNG 10/01/78 DELQ DATE 05/30/77

01 QUEUE ID 0001 PREV QUEUE 0004
02 NEXT CONTACT DATE 07/17/77
03 PRIORITY CODE 0008
04 SUPV FOR THIS ACCT
05 SUPV STATUS CODE
06 QUEUE REASSIGN COD
07 ACCT REVIEW CODE
08 PP AMOUNT 50.00

ENTER ITEM,CHANGE OR NEXT FUNCTION OR ACTION,RESULT,LETTER REQUEST,
COMMENT

Figure K-10. Supervisor's Change Screen

CCS 3.0 SCREENS IN SCREEN NUMBER ORDER

- 01 END OF DAILY ASSIGNMENTS
- 02 COLLECTION ACTIVITY SCREEN
- 04 COSIGNER'S SCREEN, PART I
- 10-19 BORROWER'S MASTER SCREENS
- 20-29 FINANCIAL HISTORY SCREENS
- 30 LOG IN PROMPT SCREEN
- 31 SELECTION SCREEN
- 33 BORROWER'S CHANGE SCREEN
- 34 COSIGNER NAME SEARCH DISPLAY SCREEN
- 35 SUPERVISOR SCREEN
- 36 SELECTION SCREEN, ACCOUNT BUSY
- 37 SELECTION SCREEN, ACCOUNT NOT FOUND
- 38 SELECTION SCREEN, ACCOUNT NOT IN ALLOWED QUEUE
- 39 SELECTION SCREEN, ACCOUNT NOT FOUND COSIGNER SEARCH
- 40 'NO ACTIVITY ALLOWED ON THIS ACCOUNT, PLEASE ENTER NEXT FUNCTION'
- 41 'NO ACTIVITY ALLOWED ON THIS ACCOUNT, PLEASE ENTER NEXT ITEM, CHANGE OR NEXT FUNCTION'
- 42 'FORMAT ERROR, ENTER NEXT FUNCTION OR ACTION, RESULT, LETTER REQUEST, COMMENT'
- 43 'FORMAT ERROR, ENTER ITEM, CHANGE OR NEXT FUNCTION OR ACTION, RESULT, LETTER, COMMENT'
- 44 'COMMENT TOO LONG, ENTER NEXT FUNCTION OR ACTION, RESULT, LETTER REQUEST, COMMENT'
- 45 'COMMENT LONG, ENTER ITEM, CHANGE OR NEXT FUNCTION OR ACTION, RESULT, LETTER, COMMENT'
- 46 'INVALID RESULT, ENTER NEXT FUNCTION OR ACTION, RESULT, LETTER REQUEST, COMMENT'
- 47 'INVALID RES, ENTER ITEM, CHANGE OR NEXT FUNCTION OR ACTION, RESULT, LETTER, COMMENT'
- 48 'PLEASE ENTER PROMISED TO PAY DATE, AMOUNT'
- 49 'FORMAT ERROR, PLEASE REENTER PROMISED TO PAY DATE, AMOUNT'
- 50 'INVALID DATE, PLEASE REENTER PROMISED TO PAY DATE, AMOUNT'
- 51 'INVALID AMOUNT, PLEASE REENTER PROMISED TO PAY DATE, AMOUNT'
- 52 'PROMISED TO PAY AMOUNT/DATE DISPLAY SCREEN
- 53 'PLEASE ENTER ADDRESSEE CODE, LETTER CODE, LETTER DATE, LETTER AMOUNT'
- 54 'FORMAT ERROR, REENTER ADDRESSEE CODE, LETTER CODE, LETTER DATE, LETTER AMOUNT'
- 55 'INVALID ADDRESSEE, REENTER ADDRESSEE CODE, LETTER CODE, LETTER DATE, LETTER AMOUNT'
- 56 'INVALID LETTER CODE, REENTER ADDRESSEE, LETTER CODE, LETTER DATE, LETTER AMOUNT'
- 57 'INVALID LETTER DATE, REENTER ADDRESSEE, LETTER CODE, LETTER DATE, LETTER AMOUNT'
- 58 'INVALID LETTER AMOUNT, REENTER ADDRESSEE, LETTER CODE, LETTER DATE, LETTER AMOUNT'

59 ADDRESSEE CODE, LETTER CODE/DATE/AMOUNT DISPLAY SCREEN
60 'A COMMENT IS REQUIRED, PLEASE ENTER ONE'
61 'COMMENT ENTERED IS TOO LONG, PLEASE REENTER'
62 PLEASE ENTER NEXT CONTACT DATE'
63 'INVALID DATE, PLEASE REENTER NEXT CONTACT DATE'
64 'INVALID DATE, ENTER ITEM, CHANGE OR NEXT FUNCTION OR ACTION, RESULT, LETTER, COMMENT'
66 NAME SEARCH PROMPT SCREEN
70 'PLEASE ENTER ACTION CODE'
71 'PLEASE ENTER RESULT CODE'
72 'INVALID ACTION, ENTER NEXT FUNCTION OR ACTION, RESULT, LETTER REQUEST, COMMENT'
73 'INVALID ACT, ENTER ITEM, CHANGE OR NEXT FUNCTION OR ACTION, RESULT, LETTER, COMMENT'
74 'PLEASE ENTER PROMISED TO PAY DATE'
75 'INVALID DATE, PLEASE REENTER PROMISED TO PAY DATE'
76 'PLEASE ENTER PROMISED TO PAY AMOUNT'
77 'INVALID AMOUNT, PLEASE REENTER PROMISED TO PAY AMOUNT'
78 'PLEASE ENTER LETTER CODE'
79 'A LETTER IS REQUIRED, PLEASE ENTER LETTER CODE'
80 'INVALID LETTER CODE, PLEASE REENTER LETTER CODE'
81 'PLEASE ENTER ADDRESSEE CODE'
82 'INVALID ADDRESSEE CODE, PLEASE REENTER ADDRESSEE CODE'
83 'PLEASE ENTER LETTER DATE'
84 'INVALID DATE, PLEASE REENTER LETTER DATE'
85 'PLEASE ENTER LETTER AMOUNT'
86 LETTER DATE/AMOUNT DISPLAY SCREEN
87 'PLEASE ENTER COMMENT'
88 PROMISED TO PAY AMOUNT/DATE DISPLAY SCREEN
94 COSIGNER'S SCREEN, PART 2

ERROR/DIAGNOSTIC MESSAGES

L

HARDWARE DEVICE FAILURE ERRORS

TABLE L-1. HARDWARE DEVICE FAILURE ERRORS

Code	Error	Significance
0	Time-out	Failure to interrupt within allotted time (requires timer package). Hardware failed to generate an interrupt within the allotted time. Hardware maintenance is required.
1	Lost data	Data was not transferred out of the read register before the next data word appeared. Card reader (diagnostic logical unit only): Bad initiator status Magnetic tape: Use the control unit (CU) option to continue without processing the lost record, or abort the read option.
2	Alarm	Indicates the presence of an abnormal condition Line printer: Paper out, paper tear, fuse alarm or interlock open. Correct the problem and use the RP option. Card reader (diagnostic logical unit only): Bad continuator status COSY driver: First record is not a CSY/control record. Magnetic tape simulator: Failure to fulfill a request due to mass storage device error or illegal parameter in FILMGR request
3	Parity error	COSY driver: Last record was not an END/ record. Magnetic tape: The tape is positioned after the bad record. Either type the CU option to continue processing (the bad record is ignored), or abort the operation.
4	Checksum error	Card readers: Holes are not cleanly punched. Remove the last two cards from the output hopper, and repunch them if damaged. (Check for tears between holes.) Place these cards into the hopper ahead of the cards that have not been read. Ready the card reader and use the RP option. COSY driver: No end-of-file mark following the END/ record I/O device did not send reply to the computer within the allotted time.
5	Internal reject	The computer cannot communicate with the device. Check the hardware address switch and POWER ON switch. The RP option may be used if the problem has been corrected. COSY driver: Read on the write unit or write on the read unit before the end-of-file marker was encountered



TABLE L-1. HARDWARE DEVICE FAILURE ERRORS (Contd)

Code	Error	Significance
20	Checkword	The checkword error occurs when the controller logic detects an incorrect checkword in data read from file storage during a read, compare, or checkword operation.
22	Card output stacker full	Card readers: Empty the output hopper and use the RP option.
23	Card input hopper	If the read operation is complete, use the CU option; otherwise, supply more cards and use the RP option.
24	Card feed	The read ready station does not contain a card after a feed cycle has occurred, and the input hopper is not empty. Readers: A card feed failure error can occur as a result of warped or damaged cards. If the card reader can be made ready, use the RP option.
25	Card jam	A card transport problem has occurred. It is possible for a card jam to occur in any one of, or more than four of, the read stations in the card reader. Card reader: Stacker jam status returned
31	Short record	Attempt to write a record with a length less than the standard noise record length. Magnetic tape simulator: Noise record. Attempt to do zero length write.
33	Line break	Line break occurred while attempting to input on the communication line adapter.
34	Data interrupt	Data interrupt occurred after reading 80 columns. Readers: This error indicates a hardware failure, possibly due to improper card travel; reread the card.
35	End of operation	An end-of-operation interrupt occurred prior to reading 80 columns. Readers: Continuous failures may indicate card slippage during feeding.
36	TX parity error	Magnetic tape: Transmission error
37	Wrong address	Buffered data channel is using a first-word address rather than the address sent by a buffered driver.
38	Paper out	
39	Not used	
40	Repeated the request due to an error	The driver is attempting recovery.
41	Incomplete request	The request was not successfully completed. The driver attempted to repeat the request the maximum number of times allowed.
42	Not used	
43	Incomplete directory call or overlay read request	Due to irrecoverable error
44	Guarded address	Error on write Magnetic tape simulator: Attempt to write past the end of the specified magnetic tape simulator disk area

TABLE L-1. HARDWARE DEVICE FAILURE ERRORS (Contd)

Code	Error	Significance
45	Timing	Occurred while the drum was not busy
46	External reject	On output
47	External reject	On input
48	Controller address	The controller address status was not the value expected.
49	Drive address	The drive address status was not the value expected.
50	No ID	ID abort. No ID burst.
51	Illegal density	Attempt to select illegal density, or attempt to select density when the unit is not at load point.
53	EOP	Card reader: No end-of-operation status
54	Data	Card reader: No data before the end of operation
55	Not used	
56	Mass memory buffer expired	No more buffer space available (software buffer driver)
57	Buffer transfer	The mass memory error is on the buffer transfer, which is detected in the software buffer driver.
58	Not used	
59	PE lost data	Error exists in the phase encode formatter that affected the data transfer.
60	Illegal tape motion request	An illegal tape motion request was made to the magnetic tape simulator.
61	Interrupt status bit	Magnetic tape: Interrupt should not be set when initial status is taken. Card reader: No interrupt status indication
62	ADT	Card reader: Auto-data transfer indication fault status
63	Busy after EOP	Card reader: Still busy after the end of operation occurs
64	Not busy	Card reader: Not busy before the end of operation occurs
67	Not used	
70	Connect	Disk: Failure to connect to the control unit or drive unit after a maximum number of retries
71	ECC	Disk: Error correction code could not correct the error since too many error bits were generated.
72	Ghost interrupt	Disk: Unexpected interrupt received
73	Force release	Disk: Force release was requested, but the disk was not released (multiple disk adapter system).
74	Transfer length	Disk: Data transfer was longer than requested.
75	Transfer	Disk: transfer was unaccomplished after a maximum number of retries.
82	Control unit	Disk: An error exists in the control unit.

TABLE L-1. HARDWARE DEVICE FAILURE ERRORS (Contd)

Code	Error	Significance
83	Main memory address	Disk: The disk adapter attempted to address a nonexistent CPU memory address.
84	Bus relinquished	Disk: Bus relinquished
85	Checkword-address status error	Magnetic tape: Checkword-address status error
86	Switch mode error	Tape: Attempt to read a seven-track tape recorded in binary-coded decimal arithmetic in the binary mode, or vice versa
87	No character read in 25 feet	Tape: No data found

GENERAL SYSTEM ERROR MESSAGES

TABLE L-2. GENERAL SYSTEM ERROR MESSAGES

Message	Significance
B01, statement	Statement or parameters are unintelligible for the breakpoint program.
B02, hhhh	The specified hexadecimal address hhhh cannot be processed by the breakpoint program because it is protected.
B03, hhhh	The breakpoint limit has been exceeded. The specified hexadecimal address is the last breakpoint processed.
CHECKING FILES - ERRORS	Errors were detected in the file manager file check after autoload.
DATA/TIME ENTRY ERROR	Re-enter MSOS date/time.
DB FORMAT INCORRECT	Some part of the remaining portion of the request is incorrect for CCSDB.
DB INVALID REQUEST	The mnemonic does not agree with known mnemonics for CCSDB.
DB I/O ERROR	Monitor the request return with the error bit set for CCSDB.
DB LHO/LHC ERROR	Data written on mass storage does not match the LHO/LHC input for CCSDB.
DB NO CORE AVAILABLE	No allocatable core is available for CCSDB.
DB ORDINAL LENGTH ZERO	No program was loaded in the ordinal.
EF STACK OVERFLOW	Currently there is no space in the engineering file stack to record this device failure.
EF STOR LU ERROR	An attempt was made to update the engineering file for a logical unit of less than 1 or more than 99.
EF STOR MASS MEMORY ERROR	An error occurred in updating the engineering file on mass memory.
ILLEGAL PARAMETERS SPECIFIED	Disk-to-tape has detected a nonhexadecimal character for equipment code. Respecify the equipment codes.
L,nn FAILED xx ACTION	The number of the failed device appears when a driver cannot recover from an error. Where: nn is the logical unit of the failed device. xx is the code indicating the cause of the failure.

TABLE L-2. GENERAL SYSTEM ERROR MESSAGES (Contd)

Message	Significance
L, nn FAILED xx (yyy) ACTION	The status that informs the operator of device failure in the initializer. Where: nn is the logical unit of the failed device. xx is the code indicating the cause of failure. (yyy) is the test hardware status of the failed device.
LU nn DOWN	If a device is marked down, contains no alternate, and is requested by a program, the message is typed on the comment device the first time it is requested after being downed. The completion address is always scheduled with error. The requesting program should not continually request downed units.
MI INPUT ERROR	The statement presented to the manual interrupt processor is unrecognizable, or the requested program is not supplied.
NM ERR xx LU = nn T = hhmm:ss S = ssss	Mass storage I/O error Where: xx is the error number. nn is the logical unit. hhmm is the hours/minutes ssss is the hardware status.
OV	An overflow of volatile storage; appears on the output comment device. No recovery is possible.
PARITY, hhhh	The memory parity error at the specified hexadecimal location; appears on the output comment device. No standard recovery is provided. If hhhh = DSA?, no parity error was encountered on the core scan. The parity fault was most likely caused by a DSA parity error.
SET PROGRAM PROTECT	The system is waiting for the program protect switch to be set.
TIMER REJECT	The timer start-up has been rejected (SPACE or MIPRO).
STALL REJECT	The stall alarm disable was rejected (SPACE).
DISK ERROR (ssss)	Restart the disk to the tape program; (ssss) = status
TAPE ERROR (ssss)	Restart the disk to the tape program; (ssss) = status
GIxx	Ghost interrupt on interrupt line xx was reported by LIN1V4.

JOB PROCESSOR ERROR CODES

TABLE L-3. JOB PROCESSOR ERROR CODES

Message	Significance
JOB ABORTED	The current batch job has abnormally terminated. If the job card included a job name, that name replaces JOB.
JP,yyyyyy	yyyyyy is the last program that was executed before the job terminated.

TABLE L-3. JOB PROCESSOR ERROR CODES (Contd)

Message	Significance
JP01, hhhh	Program protect violation occurred at address hhhh.
JP02, hhhh	Illegal request or parameters at the specified hexadecimal address hhhh
JP03, statement	An unintelligible control statement was output with the diagnostic.
JP04, statement	Illegal or unintelligible parameters in the control statement
JP05,	The statement entered after a manual interrupt is illegal.
JP06,	A threadable request was made at level 1 when no protect processor stack space was available, or an unprotected threaded request was made at level 1.
JP07,	An unprotected program tried to access the protected device.
JP08,	An attempt to access a read-only unit for write or write-only unit for read, or an attempt to access an unprotected unit, or an attempt to select a mass storage device as the standard print unit
JP09	An I/O error occurred while accessing the job processor file directory table.
JP10	An operation was attempted on a file that is not in the file table. Define the file.
JP11	The file name being defined already exists for another file. Dump the file table to select a name not previously used, or attempt a new definition with another name.
JP12	An attempt has been made to access a file that has not been opened.
JP13	No files are available for definition. Purge the file table to make any expired files available.
JP14	An attempt to open a previously opened file, or an attempt to open more than one file on the same unit at the same time
JP15, xxx	The JOB card is not the first control statement in the job, or more than one job card is detected within a job. xx is the control statement in error.

LOADER ERROR CODES

TABLE L-4. LOADER ERROR CODES

Message	Significance
E1	An irrecoverable I/O error. Terminates the load.
E2	An overflow of entry or external table reservation on mass storage. Terminates the load.
E3	An illegal or out-of-order input block. Terminates the load.
E4	An incorrect common or data block storage reservation. Occurs if the largest common storage declaration is not on the first NAM block to declare common or data storage; or, if protected common or data was being used, the NAM block declared a reservation longer than protected common or data. Terminates the load.
E5	The program is longer than the area or partitions allotted for it. Terminates the load.

TABLE L-4. LOADER ERROR CODES (Contd)

Message	Significance
E6	An attempt to load information in the protected core. Terminates the load.
E7	An attempt to begin data storage beyond the assigned block. Terminates the load.
E8	Duplicate entry point
E9	A high order bit or a relocatable address was set, or negative relocation has been encountered during a part 1 load. Terminates the load.
E10	Unpatched externals; the external name is printed following the diagnostic. When all unpatched externals have been printed, the operator may terminate the job by typing *T (CR) or continue execution by typing * (CR). Core resident entry point tables may also be linked by typing *E.
E11	The minimum amount of core is not available for the load. At least 195 words plus the length of the loader must be available. Terminates the load.
E12	An overflow of command sequence storage reservation on mass storage. Terminates the load.
E13	An undefined or missing transfer address. This code is not given if the loading operation is part of system initialization. It occurs when the loader does not encounter a name for the transfer address or the name encountered is not defined as an entry point name in the loader's table. Loading is terminated.
E14	The loader request operation code word is illegal. Terminates the load.
E15	An overflow of the loader table used to store relocatable addresses that have been absolutized to hexadecimal 7FFFF. Terminates the load.
E16	The entry point name is not in the loader table. Type in the correct entry point name.
E17	Informative diagnostic. The relocatable entry point has been absolutized to location hexadecimal 7FFFF. If any program in the system is testing for an entry point value of hexadecimal 7FFFF to demonstrate that this is not present, the test is not valid.

LIBEDT ERROR CODES

TABLE L-5. LIBEDT ERROR CODES

Message	Significance
L01	More than six characters in a parameter name were presented to the library editing program.
L02	More than six digits in a number were presented to the library editing program.
L03	An improper system directory ordinal was presented to the library editing program.
L04	An invalid control statement was presented to the library editing program.
L05	An illegal field delimiter in the control statement was presented to the library editing program.
L06	An illegal field in the control statement was presented to the library editing program, or I/O was attempted on a protected device.
L07	Errors in loading as a result of a library editing program control statement
L08	The program being added to the program library has an entry point duplicating one already in the directory.
L09	Standard input failed on the first input record following an *N request.

TABLE L-5. LIBEDT ERROR CODES (Contd)

Message	Significance
L10	The operator deleted a program that is not in the library.
L11	No header record on file input from mass storage.
L12	On an *L entry statement, either there was an input error or the first record was not a NAM block.
L13	Common declared by the program being loaded exceeds available common, or system common was not specified when requested.
L14	The program being loaded is longer than the size of the unprotected core but is not longer than the distance from the start of the unprotected core to the top of the core.
L15	An illegal input block was encountered; the last program stored in the library is not complete.
L16	An I/O error occurred during input; the last program stored was not complete.
L17	An *L program being installed exceeded the capacity of LIBEDT to input from mass storage.
L18	The operator attempted to load a zero-length program during an *M request or an *N request.
L19	No data base entry point was specified in the system for use by an *A statement and parameters.
L20	An irrecoverable error occurred during loading.
L21	The operator attempted to write beyond the maximum sector number specified for MAXSEC at initialization.

COSY/CUDDLY ERRORS

TABLE L-6. COSY/CUDDLY ERRORS

Message	Significance	COSY Action
nn ERRORS	This message appears at the end of a COSY job if errors exist. The number specified in the decimal count or errors in the COSY job.	
****COSY Cnn****		
01	The first card of the revisions deck was not a DCK/, MRG/, CPY/, or END/ card.	Reads the revisions and lists them with asterisks in columns 1 through 4 until it reads a DCK/, MRG/, CPY/, or END card
02	Illegal parameters were on the MRG/ control card.	COSY aborts.
03	The first card from merge input was not a DCK/ control card.	Reads the revisions and lists them with asterisks in columns 1 through 4 until it reads a DCK/ or END/ card
04	The MRG/ control card was in the revision decks.	COSY aborts.

TABLE L-6. COSY/CUDDLY ERRORS (Contd)

Message	Significance	COSY Action
05	Illegal parameters were on the DEL/, INS/, or REM/ control cards.	Reads the revisions and lists them with asterisks in columns 1 through 4 until it reads the next control card
06	The sequence numbers were out of order in the revisions set.	Reads the revisions and lists them with asterisks in columns 1 through 4 until it reads the next control card
07	Two sequence numbers were on the INS/ control card.	Reads the revisions and lists them with asterisks in columns 1 through 4 until it reads the next control card
08	A control card did not follow the DCK/ card when merging revisions.	Reads the revisions and lists them with asterisks in columns 1 through 4 until it reads the next control card
09	The first card of the source deck was not a CSY/ or HOL/ control card.	COSY aborts.
10	The requested deck was not on input library.	Reads the revisions and lists them with asterisks in column 1 through 4 until it reads a DCK/, MRG/, or END/ card
11	The decknames on the DCK/ and HOL/ cards did not agree when adding a new deck to the COSY library.	COSY aborts.
12	The revision card following the DCK/ card was not a control card.	Reads the revisions and lists them with asterisks in columns 1 through 4 until it reads a control card
13	A DEL/ or INS/ card contained a sequence number beyond the end of the input deck.	Reads the revisions and lists them with asterisks in column 1 through 4 until it reads a DCK/, MRG/, or END/ card
14	An illegal parameter was on the DCK/ card.	Reads the revisions and lists them with asterisks in columns 1 through 4 until it reads a DCK/, MRG/, or END/ card
15	A parameter was on the DCK/ card twice.	Uses second parameter
16	The DCK/ card requested both H and C or H and L on the same unit.	C or L parameter is ignored; processing continues.
17	The DCK/ card requested input from the logical unit previously used for output.	Reads the revisions and lists them with asterisks in columns 1 through 4 until it reads a DCK/, MRG/, or END/ card
18	COSY output was requested on a unit previously used for Hollerith, or Hollerith output was requested on a unit previously used for COSY.	Illegal output request is cleared; processing continues.
19	The maximum number of output units was exceeded.	Output is cleared; processing continues.
20	The DCK/ card requested output on a logical unit previously used for input.	The output is removed; processing continues.
21	The DCK/ card requested C and L output on the same unit.	The L parameter is ignored; processing continues.
22	The CPY/ control card was not the first card of the revisions deck.	The CPY/ control card is listed with asterisks in the first 4 columns, and the next control card is read.
23	The CPY/card was not followed by a CPY/ or END/ card.	COSY aborts.

TABLE L-6. COSY/CUDDLY ERRORS (Contd)

Message	Significance	COSY Action
L,lu FAILED	<p>COSY driver errors were output by the alternate device handler; all errors were catastrophic.</p> <ol style="list-style-type: none"> 1 Not assigned 2 The first record read was not a CSY/ record. 3 The END/ card was not the last on COSY input. 4 No end of file on COSY input 5 A read request was made to a logical unit assigned to output. A write request was made to a logical unit assigned to input. 6 A MOTION request was made to a logical unit assigned to input/output. No end-of-deck marker was encountered. 	<p>For protected requests, type CU. For unprotected requests, type DU.</p>
REWIND LUnn	<p>This message may appear at various times during a COSY job. The specified number is the decimal logical unit to be rewound.</p>	<p>Enter any value through the standard input comment device after rewinding the unit.</p>

COMMUNICATION INTERFACE ERROR CODES

Decimal	Meaning	Status
48	Communication processor reloaded	Halt code
49	Communications processor restart successful	FFFF
50	Communication processor restart failed.	FFFF

The following tables describe errors detected and reported in the engineering file by the CPUII driver.

The engineering error messages are reported in the engineering log, where the error code is the customer engineering error code, the status is the first two bytes of text, and the logical unit is the logical unit number of the CPUII driver. Knowledge of CCP 1.0 is assumed. (Refer to the Communications Control Program Version 1.0 Software Reference Manual for further detail.)

The following error codes are logged in the engineering file.

Table A-7 lists the customer engineering error messages. These messages are encountered during on-line operation (that is, where a terminal is turned off). This condition is not serious. However, if any of the listed error codes occur and the on-line processing is disabled, engineering support should be contacted immediately.

CUSTOMER ENGINEERING ERROR MESSAGES

TABLE L-7. CUSTOMER ENGINEERING ERROR MESSAGES

Error Code	Reported By	Description	Text
01	Communication line adapter status handler	Disconnect the switch line.	PP SS Where: PP = Port number SS = Support number
02	Communication line adapter status handler	Abnormal DSR or CTS operation	Same as code 01
03	Communication line adapter status handler	Abnormal data carrier detect operation	Same as code 01

TABLE L-7. CUSTOMER ENGINEERING ERROR MESSAGES (Contd)

Error Code	Reported By	Description	Text
04	Worklist processor	Unsolicited ODD	Same as code 01
05	Worklist processor	The Communication line adapter address was out of range.	Same as code 01
06	Worklist processor	Illegal loop cell format	Same as code 01
07	Worklist processor	Unsolicited input	Same as code 01
08	Communication line adapter status handler	Input loop error	Same as code 01
09	Communication line adapter status handler	Output loop error	Same as code 01
0A	PTTER	ODD time-out	Same as code 01
0B	PTTER	Modem time-out	Same as code 01
0D	Communication line adapter status handler	Communication line adapter status overflow	Same as code 01
0E	Communication line adapter status handler	Farming error	Same as code 01
0F	Communication line adapter	The next character was not available.	Same as code 01
10	Communication line adapter status handler	Data transfer overrun	Same as code 01
11	PBMLIA	MLIA error status	ET LE LD AL Where: ET = Error type 00 Error condition restored 01 Error counts given 02 MLIA failure LE = Input loop error count LD = Lost data count AL = Alarm count Only listed if ET = 01
12	Mode 4 TIP	Upline break from error counter overflow	00 RB PP SS CA TA Where: RB = Reason for break 01 No response, counter overflowed 02 Bad response, counter overflow 03 Error response, counter overflowed PP = Port number SS = Subport number CA = Cluster address TA = Terminal address
18	Real-time clock (RTC)	Real-time clock error status	SS SS Where: SS = Clock status

TABLE L-7. CUSTOMER ENGINEERING ERROR MESSAGES (Contd)

Error Code	Reported By	Description	Text
20	PTSTART	Dead-man time-out	LS NS Where: LS = Last state NS = Next state
21	PRINTPRDC	Spurious interrupt	CP ST Where: CP ST = Coupler status word
22	ADPT2	Chain address zero	Same as code 21
23	ADPT2	Hardware time-out on input	Same as code 21
24	ADPT2	Input data transfer terminated by PPU	Same as code 21
25	ADPT3	Illegal orderword	CP ST OR WD Where: CP ST = Coupler status word OR WD = Orderword received
27	ADPT5	Output data transfer terminated by PPU	Same as code 21
28	ADPT5	Hardware time-out on output	Same as code 21
29	ADPT5	EDP missing	Same as code 21
2A	ADPT5	Unexpected status	Same as code 21

SYSTEM HALT CODES

TABLE L-8. SYSTEM HALT CODES

Code	Description	Code	Description
000	Not a valid halt code	00A	Duplicate RELEASE
001	Power fail	00B	Chain error
002	Memory parity	00C	Buffer out of range
003	Program protect	00D	Bad command, not type 1 or type 2
004	Interrupt count 0	00E	PMWLOP not called from P3
005	Terminal worklist error	00F	Attempt to clean an enabled line
006	Active line control block list error	010	Wrong terminal type specified
007	No buffers left	011	Bad MLIA status (initialization)
008	Size error in stamp	012	Duplicate communication line adapter address (initialization)
009	Duplicate GET		

TABLE L-8. SYSTEM HALT CODES (Contd)

Code	Description	Code	Description
013	Attempt to redefine an existing DN directory entry	025	Reserved for firmware use
014	Attempt to redefine an existing CN directory entry	026	Reserved for firmware use
015	Attempt to remove a nonexistent DN directory entry	027	Reserved for firmware use
016	Attempt to remove a nonexistent SN directory entry	028	Coupler alarm condition
017	Attempt to remove a nonexistent CN directory entry	029	No queue control block available for TCB build
018	Illegal PDT key	02A	Bad line number from TIP
01A	Attempt to add zero CN to the directories	02B	Unknown TSKNR selected
01B	The program selected to run is not in core.	02C	Unknown block/command received
01C	The monitor did not run for B2TIME/2 seconds.	02D	Improper loop multiplexer-suboperation
01D	Service module called with worklist empty	02E	Improper mode 4, terminal interface program operation
01E	Service module workcode out of range	02F	Control for disabled line
01F	MLIA failure	030	Reserved for mode 4, terminal interface program
020	The pointer to read next loop cell from CIB exceeded the present line frame pointer.	031	Error in PNHDRBLD
021	Reserved for firmware use	032	Error in PNDLBH
022	Reserved for firmware use	033	Illegal line status detected by PTCLAS
023	Reserved for firmware use	034	Illegal call to queue services
024	Reserved for firmware use	035	Attempt to queue message to NPU console in system without console
		036	Directory function attempted with DN out of range

MIPRO ERROR MESSAGES (MASTER TERMINAL ONLY)

TABLE L-9. MIPRO ERROR MESSAGES (MASTER TERMINAL ONLY)

Message	Meaning and Action
CCS ACTIVE - REQUEST REJECTED	Attempted to start with CCS already active. No action is necessary. Tried an INIT with CCS active. Stop the system and try INIT again.
BATCH PROCESSOR ACTIVE - REQUEST REJECTED	Tried to start CCS in a system where CCS background cannot be run concurrently with CCS. Wait until background processing is complete, or terminate background and start CCS.
EXECUTIVE PROGRAM NOT LOADED - REQUEST REJECTED	Tried to start with programs TSLOG or ULBUFF not loaded in program library, or the ULBUFF buffer was not sized correctly for the number of terminals in the system. Check and load the programs, or modify the buffer size and then restart.

TABLE L-9. MIPRO ERROR MESSAGES (MASTER TERMINAL ONLY) (Contd)

Message	Meaning and Action
<p>FILE NAME: xxxxxxxx ERROR STATUS= \$nnnn - REQUEST REJECTED</p> <p>ATTENTION: xxxxxxxx HAS BEEN DISMOUNTED</p> <p>Jmnn FM RJTC\$nnnn,reqtyp file/user</p>	<p>During an attempt to start CCS, a file error occurred while building the system files. Try restarting with the backup system volume (if any), or call for system maintenance on drive 0, or INIT and reload files. The last step is a drastic action.</p> <p>The file manager detected a mass memory error on a volume other than SYSVOL. Try to remount. If the error persists, call for system maintenance on the disk drive.</p> <p>A file error was received by a deferred batch driver. Jmnn refers to the job number. The file manager error status, file request name, file name, and owner are also included in the message.</p>

CCS DIAGNOSTIC MESSAGES

TABLE L-10. CCS DIAGNOSTIC MESSAGES

Message	Meaning and Action	Index
xx IS INVALID	The code entered in reply to the menu is incorrect. Check the entry, and enter a legal code.	0015
mon dd yy hh:mm:ss	The time in month, day, year, hour, minute, and second format. The message is informational only.	0013
ACCESSING THE FILE MANAGER ERROR IN BATCH FILE	A file manager error was returned to the batch status program.	0418
A MASS MEMORY ERROR HAS OCCURRED. PROGRAM TERMINATED	Probable disk failure. Call for hardware maintenance.	0010
BATCH DRIVER BUSY ON THIS HOST	A SET cannot be performed on this host name because it is currently being processed.	0405
CLASS CODE IS NOT A DISK	System configuration error. The volume information table (VIT) is not correctly set up in SYSDAT. Call for program maintenance.	0074
DIRECT FILE RECORD LENGTH EXCEEDS 256 WORDS	The records in a direct file are limited to 512 characters in length. Re-enter the length parameter in DEFINE in UTIL.	0062
DUPLICATE HOST NAME	Cannot add a host that is already in the \$HGST file	0403
DUPLICATE LOGICAL UNIT	The specified logical unit is already assigned to another host.	0411
EQUIPMENT TYPE NOT FOUND	Invalid device name. Re-eter the valid name.	0046
ERROR - ATTEMPT TO PERFORM STACKER I/O REQUESTS AT LOCATION xxxx	Debugging problem, fatal error. A previous I/O request was still active when the request at location hexadecimal xxxx was made. Call for program maintenance.	0008
ERROR - ILLEGAL I/O REQUEST LOGICAL UNIT AT LOCATION xxxx	Debugging problem, fatal error. The I/O request at xxxx specifies a logical unit that CCS does not allow. Call for program maintenance.	0007

TABLE L-10. CCS DIAGNOSTIC MESSAGES (Contd)

Message	Meaning and Action	Index
ERROR - ATTEMPT TO MODIFY THE FILE REQUEST BUFFER AT LOCATION	Debugging problem, fatal error. The file request at hexadecimal xxxx contains parameters with REQBUF. Call for program maintenance.	0011
ERROR - ILLEGAL FILE REQUEST PARAMETER AT LOCATION xxxx	Debugging problem; fatal error. The file request parameter at hexadecimal xxxx is illegal. Call for program maintenance.	0004
ERROR - ILLEGAL FILE MANAGER REQUEST AT LOCATION xxxx	Debugging problem, fatal error. The file manager request interceptor presented an invalid index to the file manager executive. The error is in interceptor operation. Call for program maintenance. The location is in hexadecimal format.	0003
ERROR - ILLEGAL PROGRAM ATTACHMENT AT LOCATION xxxx	Debugging problem, fatal error. The ATTACH executive was presented with an invalid multiuser program to be attached, or the total program size (root and multiuser) exceeds the user area size. Call for program maintenance.	0002
ERROR - PROGRAM PROTECT VIOLATION AT LOCATION xxxx	Debugging problem, fatal error. An illegal reference to the protected memory was detected. Call for program maintenance.	0001
ERROR - xxxxxxxx IS TOO LARGE TO BE EXECUTED	Debugging problem, fatal error. xxxxxxxx is a library program that is too large for the user area. Call for program maintenance.	0018
ERROR - ILLEGAL REQUEST PARAMETER AT LOCATION xxxx	Debugging problem, fatal error. The monitor request contains the illegal parameter. Call for program maintenance.	0006
ERROR - ILLEGAL MONITOR REQUEST AT LOCATION xxxx	Debugging problem, fatal error. The monitor request at hexadecimal xxxx is not available to CCS. Call for program maintenance.	0005
ERROR IN COMPUTING MM WORD ADDR	Debugging problem, fatal error. The file manager has an internal error. Call for program maintenance.	0071
ERROR STATUS xxxx DURING GETS OF FILE xxxxxxxx		0022
ERROR STATUS xxxx DURING FORCE FILE CLOSE		0023
ERROR STATUS xxxx DURING READER OF FILE xxxxxxxx	Debugging problem. Find the status bit meanings in the file manager reference manual. Call for program maintenance to take appropriate action. Value xxxx is in hexadecimal format.	0021
ERROR STATUS xxxx DURING CLOSE OF FILE xxxxxxxx		0020
ERROR STATUS xxxx DURING OPEN OF FILE xxxxxxxx		0019
FCB INDEX OUT OF RANGE	Status command error. Call for program maintenance.	0058
FILE COULD NOT BE LOCATED	Check for erroneous file, owner and/or, volume, name. Retry.	0034
FILE FORMERLY OPENED FOR COMPRESSION	The file cannot be used until compression is completed. Try again later.	0072
FILE IS CURRNTLY LOCKED	Locked file cannot be used. Try again later.	0042
FILE IS CURRENTLY OPEN	The file cannot be used by this owner at this time. Try again later.	0038

TABLE L-10. CCS DIAGNOSTIC MESSAGES (Contd)

Message	Meaning and Action	Index
FILE NAME/OWNER NOT UNIQUE	Check for erroneous file, owner, and/or volume name. If correct, rename the file.	0057
FILE REQUEST BUFFER NOT PROPERLY INITIALIZED		0079
FILE REQUEST ILLEGAL		0037
FILE REQUEST BUFFER NOT INITIALIZED	Illegal file manager request. Call for program maintenance.	0059
FILE REQUEST REJECTED		0033
FILE SPECIFIED SHOULD BE A DIRECT FILE	Copy error. Redefine the file into which data is to be copied as a direct file.	0080
FILE TYPE NOT EQUAL	Check for erroneous file name or improper file definition. Correct and retry.	0066
HOST NAME NOT FOUND	Cannot perform SET request because host name is not in \$\$HOST file	0401
ITOS LOG OFF hh:mm:ss	Information only. Time in hour, minute, and second format.	0014
ILLEGAL COMMAND FORMAT	Re-enter the command correctly.	0032
ILLEGAL GETFLD STATUS	Utility error. Call for program maintenance.	0040
ILLEGAL LOG IN	Check password and user ID and proper terminal (\$\$). Then retry logging on the operation.	0016
ILLEGAL PARAMETER RECEIVED	Re-enter the parameter correctly.	0069
ILLEGAL TO DELETE LOCAL HOST	The host name LOCL must always be present in the \$\$HOST file.	0412
INDEX TOO BIG FOR UTILITY ORDERED LOAD	The files index requires more levels than the ordered LOAD module can support. Load the file with an unordered LOAD.	0082
INSUFFICIENT MM FILE SPACE	Insufficient space in the file. Compress or define the new file with more space; then copy. Rename after deleting the former file.	0055
	Insufficient space on volume. Purge and delete, or use another volume.	
INSUFFICIENT FID SPACE FOR FILES	Ran out of total mass memory space. Purge or delete the file and retry.	0056
INTERNAL FM ERROR	Call for program maintenance.	0043
INTERNAL UTILITY ERROR	Call for program maintenance.	0070
INVALID JOB NUMBER	The format of the job number is incorrect.	0415
INVALID LOGICAL UNIT	The specified logical unit is not valid for the request.	0408
INVALID OWNER IDENTIFICATION	The file owner specified in the BATCH command is invalid.	0416
INVALID SYSTEM PERIPHERAL NAME	Re-enter the proper peripheral name	0063
JOB ALREADY DISCARDED	Cannot discard this job because it is already discarded	0417

TABLE L-10. CCS DIAGNOSTIC MESSAGES (Contd)

Message	Meaning and Action	Index
JOB INACTIVE	Cannot discard this job because it does not exit	0420
JOB NOT FOUND	The job number specified does not exist.	0419
JOB(S) PENDING FOR THIS HOST	A DEL cannot be performed on this host because it is currently being processed.	0406
LOGICAL UNIT ALREADY SET FOR THIS HOST	Cannot SET a host on this logical unit because it is already SET. Perform a SET with LU=0 first.	0410
MAX, NO OF OPEN FILE, RETRY	Try again later. If this appears frequently, the operator may need to resize the table in SYSDAT.	0045
MAX. NO OF OPEN FILE FOR A SINGLE USER	Try again later. If this occurs frequently, the operator may need to resize the table in SYSDAT.	0044
MISSING PARAMETER	Supply the parameter.	0039
MM I/O ERROR WAS NOTED	File manager error. Call for program maintenance.	0035
MOUNTED VOLUME HAS OPEN FILES	Tried to dismount while volume was being used. Take the status to determine file(s) are open. Close, if necessary having users log off the terminals, and then retry.	0050
NO *JOB RECORD IN THE INPUT FILE	A *JOB record for job number tagging was not found in the input file.	0414
NO JOBS TO PRINT	There are no jobs in the print queue for this host.	0421
NO KEY ENTERED FOR INDEXED FILES	Missing parameter for DEFINE. Enter the primary key at a minimum.	0054
NO ROOM IN BATCH FILE	All queue entries for the host are used. Either start processing the host jobs, or discard jobs which have already been processed.	0413
NO ROOM IN HOST FILE	Cannot add any more host names. Delete the unused or inactive names.	0400
NO SUCH HOST	The host name specified in the PRINT request does not exist.	0422
NOTICE - THE CCS SYSTEM HAS BEEN DISABLED	Informational only. System can be restarted from the master terminal.	0009
OUT OF ORDER PRIMARY KEY	A record's primary key value was not greater than the previous record's key value.	0083
OUTPUT NOT RECEIVED	Cannot dispose of the job because it has not yet been received from the host	0424
PARAMETER ENTRY ERROR	Re-enter parameter correctly.	0052
PARAMETER MUST BE ADDED OR DEL	The only options allowed are ADD and DEL.	0402
PRIMARY KEY NOT UNIQUE	LOAD: During loading of an indexed file's records, a second record was found to have a primary key identical to that of the previous record. Change the record key and load again.	0067
PROCEDURE xxxxxxxx CANNOT BE FOUND	<ol style="list-style-type: none"> 1. The procedure is not defined. 2. The procedure does not have 80-character non-sector aligned records. 3. An error occurred while trying to get the file. If an error was caused by 1 or 2 verify the procedure; if not, call for program maintenance. 	0024

TABLE L-10. CCS DIAGNOSTIC MESSAGES (Contd)

Message	Meaning and Action	Index
PROGRAM ABORTED	Informational only. CONTROL A has been accepted and executed.	0012
RECORD IS LOCKED BY ANOTHER USER	Try again later.	0078
RECORD LOCK-TABLE IS CURRENTLY FULL	Try again later. If this occurs frequently, the operator may need to resize the table in SYSDAT.	0077
RECORD LENGTH TOO LARGE FOR THIS COMMAND	Records cannot be larger than 512 characters for LIST, COPY, LOAD, DUMP, and RELOAD.	0064
RECORD LENGTH NOT EQUAL	COPY error. Redefine the file into which records are to be copied so that the record length is the same size as the other file. Then retry.	0065
REQUEST xxxxxxxx CANNOT BE FOUND	xxxxxxx is neither a procedure nor a program name. Re-enter the correct name.	0017
REQUESTED COMMAND IS NOT LEGAL	Check for an erroneous command. Re-enter the correct command.	0031
REQUESTED UTILITY PROCESSOR NOT FOUND	Installation error or internal error that removed a utility program from the library. Call for program maintenance.	0030
TAPE RECORD EXCEEDS INTERNAL BUFFER SIZE	The tape being reloaded was dumped on a system with a larger I/O buffer than this system.	0081
THIS COMMAND IS ALLOWED ONLY IF CCS IS DISABLED	CCS must be stopped to execute PURGE and SAVE. Stop the system and re-enter the request.	0075
THIS IS A SUPERVISOR COMMAND ONLY	Re-enter the command from the master terminal.	0076
THIS VOLUME IS DISMOUNTED	An internal utility error. Call for program maintenance.	0049
UNDEFINED FM STATUS ERROR	Bits are in the status word that should not be there. Call for program maintenance.	0060
VIT COULD NOT BE FOUND	Invalid DK or D2 parameter. Correct the parameter and re-enter.	0041
VOLUME 2 MAY NOT BE MOUNTED	The volume onto which another volume is being saved cannot be mounted. Dismount the volume and retry.	0073
VOLUME HAS OPEN FILES	Tried to dismount while the volume was being used. Take status to find which file(s) are open. Close files, if necessary having users log off the terminals. Then retry.	0053
VOLUME SPECIFIED NOT MOUNTED AND READY	Check for an erroneous volume name. Otherwise, mount the correct volume.	0036
VOLUME SPECIFIED MOUNTED AND READY	Informational only. Volume is now mounted and ready for use.	0048
WRONG KEY VALUE	A file manager error occurred during the creation of file. Call for program maintenance.	0068
WRONG MM UNIT DEFINED	Error in the DK or D2 parameter. Correct and retry.	0047
WRONG VOLUME MOUNTED	MOUNT used the wrong volume name. The volume on the specified disk drive has not been mounted. Check for a wrong name or wrong disk pack, and take appropriate action. Then retry.	0051

TABLE L-10. CCS DIAGNOSTIC MESSAGES (Contd)

Message	Meaning and Action	Index
Unused numbers	These numbers should never appear.	0025- 0029, 0090- 0100, 0261- 0300, 0404

EDITOR DIAGNOSTIC MESSAGES

TABLE L-11. EDITOR DIAGNOSTIC MESSAGES

Message	Meaning and Action	Index
AN ERROR OCCURRED WHEN BUILDING THE STATEMENT TABLE INDEX	The internal index for line numbers failed. Use the GET command again. If this does not correct the error, log off and relog onto the terminal; then call the editor again.	0304
AN ERROR OCCURRED WHEN INITIALIZING THE EDITOR ISTAT - xxxx	The editor cannot operate. Call the editor again. The ISTAT value is a file manager status word in hexadecimal format.	0336
CHARATER STRING TOO LONG	More than 20 characters in a string. Correct the SEARCH or CHANGE command, and re-enter the command.	0317
COMMAND NAME NOT UNIQUE	Add at least one more character to the editor command call being used, and re-enter the command.	0308
COULD NOT LOCATE FILE filename USER owner id	The file name was not defined, or the operator onto the terminal with a user ID that does not permit access to this file.	0332
DELIMITER MISSING	Correct the CHANGE or SEARCH command, and re-enter it.	0316
FILE filename IS NOT EDITOR FILE	The file must be a direct file if created by UTIL. Otherwise, it must be a sequential file with 80-character records.	0303
FILE filename IS LOCKED. TRY AGAIN LATER	Someone else locked the file for updating. Try again later.	
FILE MANAGER ERROR IN STATEMENT LABEL INDEX FILE ISTAT =xxxx	A file manager problem. Find the status bit in the file manager reference manual. Call for program maintenance to take appropriate action. The ISTAT value is in hexadecimal format.	0337
FILE MANAGER ERROR WHEN CLOSING FILE filename ISTAT=xxxx	Same as above.	0339
FILE MANAGER ERROR WHEN CLOSING SCRATCH FILE ISTAT=xxxx	Same as above.	0346
FILE MANAGER ERROR WHEN CREATING SCRATCH FILE ISTAT=xxxx	Same as above	0343
FILE MANAGER ERROR WHEN DELETING FROM FILE filenames ISTAT=xxxx	Same as above	0335
FILE MANAGER ERROR WHEN INITIALIZATING SCRATCH FILE ISTAT=xxxx	Same as above	0340

TABLE L-11. EDITOR DIAGNOSTIC MESSAGES (Contd)

Message	Meaning and Action	Index
FILE MANAGER ERROR WHEN OPENING FILE filename ISTAT=xxxx	Same as above	0331
FILE MANAGER ERROR WHEN OPENING SCRATCH FILE ISTAT=xxxx	A file manager problem. Find the status bit in the file manager reference manual. Call for program maintenance to take appropriate action. The ISTAT value is in hexadecimal format.	0344
FILE MANAGER ERROR WHEN READING FILE filename ISTAT=xxxx	Same as above.	0334
FILE MANAGER ERROR WHEN RENAMING SCRATCH FILE ISTAT=xxxx	Same as above.	0347
FILE MANAGER ERROR WHEN UPDATING FCB FILE ISTAT=xxxx	Same as above.	0338
FILE MANAGER ERROR WHEN UPDATING FILE filename ISTAT=xxxx	Same as above.	0342
FILE MANAGER ERROR WHEN UPDATING FILE filename ISTAT=xxxx	Same as above.	0341
FILE MANAGER ERROR WHEN WRITING SCRATCH FILE ISTAT=xxxx	Same as above.	0345
ILLEGAL LINE NUMBER xxxxxx	No file or less than 8 characters. Re-enter the proper name.	0305
ILLEGAL LINE NUMBER xxxxxx SPECIFIED	An illegal character (not a numeral) in the current line number was filed. Re-enter the line number.	0301
INCORRECT TAB STOP ORDER	Tabs must be in ascending order. Re-enter the tabs in that order.	0313
INVALID COMMAND	Not the name of an editor command. Re-enter a proper command name.	0309
INVALID DELIMITER	Used a comma (,) as a delimiter. Choose another character for the delimiter, and re-enter the command.	0315
INVALID FIELD	Information in the parameter field cannot be interpreted, or the field is too large. Correct and re-enter.	0306
INVALID FORMAT SPECIFICATION	AUTO command: t must be a blank or one of H, F, E, L, I, C, O, or *. Re-enter using a valid t value.	0311
INVALID NUMERIC VALUE	nn, ii in AUTO; nn ii in RESEQ; n in STAB; n in LINE; or k (1), k (2) in LIST were not pure numerics; or the value was too large. Correct and re-enter.	0307
INVALID RPG ARRAY DATA LINE NUMBER	*format for AUTO or STAB: Consecutive line numbers must ascend in value. Re-enter in the correct order.	0314
LINE NUMBER OVERFLOW	The line number was greater than 32,767.	0312
NO FILE OPEN FOR EDITOR USE	Enter a GET command to open the file.	0319
NO PROGRAM ID ON H FORMAT SPECIFICATION	AUTO: must supply the P parameter if t = H. Re-enter AUTO with P specified.	0302
RESEQUENCE WITH A LOWER BASE AND/ OR INCREMENT	Resequencing with the specified base and/or increment caused a line number overflow. Choose a smaller base or increment.	0318
SAVRTN STACK OVERFLOW	Not used	0320

TABLE L-11. EDITOR DIAGNOSTIC MESSAGES (Contd)

Message	Meaning and Action	Index
SAVRTN STACK UNDERFLOW	Not used	0321
WRONG FORMAT TYPE FOR THIS FILE	The t parameter is incorrect. An RPG format was used for a non-RPG file, or the reverse. Re-enter the proper command, or use the proper format for the command entered.	0310
Unused numbers	These numbers should never appear.	0322- 0330, 0348, 0349

SORT UTILITY DIAGNOSTIC MESSAGES

TABLE L-12. SORT UTILITY DIAGNOSTIC MESSAGES

Message	Meaning and Action	Index
aa...aa	Numerical data with a prefix	0362
aa...aa	A card image. Appears with any other message specifying the error.	0370
ABNORMAL ERROR = (error)	An unusual error condition was detected.	0360
ADDRROUT SORTS ONLY 1 FILE	Use only one input file for an ADDRROUT sort.	0378
BLKSIZ/RECLTH .N. 1,2,3...	The record length parameter is not a divisor of the block size parameter.	0361
CANNOT OPEN INPUT FILE	Cannot sort the requested file since it cannot be opened to read	0367
CLOSFL REQIND = \$xxxx	The status word for the CLOSFFL operation when CLOSFL failed	0350
CREATE REQIND = \$xxxx	The status word for the CREATE operation when CREATE failed	0353
DELETE REQIND = \$xxxx	The status word for the DELETE operation when DELETE failed	0352
DONE=(number)	The number of records processed	0364
EXEPECTED aa..aa FOUND bb	Sort did not find the type of parameter expected. Sorting is aborted.	0366
FATAL ERROR	The sorting operation was aborted.	0363
FILNAM = aaaaaaaa, bbbbbbbb	The file name owner (reconstructed)	0376
FN = aaaaaaaa, bbbbbbbb	The input file name owner (input and output)	0359
GETFCB REQIND = \$xxxx	The status word for the GETFCB operation when GETFCB failed	0356
GETS REQIND = \$xxxx	The status word for the GETS operation when GETS failed	0354
INTERPHASE RECORD COUNTS DISAGREE	The number of output records does not equal the number of input sort records.	0369
INPUT FILE LENGTHS ARE NOT EQUAL	Cannot sort files of unequal lengths	0375

TABLE L-12. SORT UTILITY DIAGNOSTIC MESSAGES (Contd)

Message	Meaning and Action	Index
KEY FIELD EXTENDS BEYOND END OF RECORD	The key ends outside of the record.	0381
OPENFL REQIND = \$xxxx	The status word for the OPENFL operation when OPENFL failed	0351
OUTPUT FILE RECORD LENGTH IS ZERO	The data-only sort option where all of the input record was used for keys	0377
OUTPUT RECORD COUNT BAD	An improper number of records in the output file	0374
PASSED = (number)	The specified number of records was either processed or skipped.	0371
PUTS REQIND = \$xxxx	The status word for the PUTS operation when PUTS failed	0355
SEQ. DIR. ERROR	The sequence directory read or write error	0372
START OF KEY FIELD OUTSIDE OF RECORD	The key position starts before or after the record.	0380
TOO LITTLE CORL	The requested inputs cannot be processed in the amount of core space available.	0368
TOO LITTLE DISK	The disk space is inadequate for the sorting operation.	0373
TYPE-IN ERROR	Sort cannot interpret the command statement in the procedure stream.	0365
UPDFCB REQIND = \$xxxx	The status word for the UPDFCB operation when UPDFCB failed	0357
VOLUME=(name)	The volume name	0358
VOLUME (name) NOT MOUNTED	The volume specified for the output file is not mounted.	0379



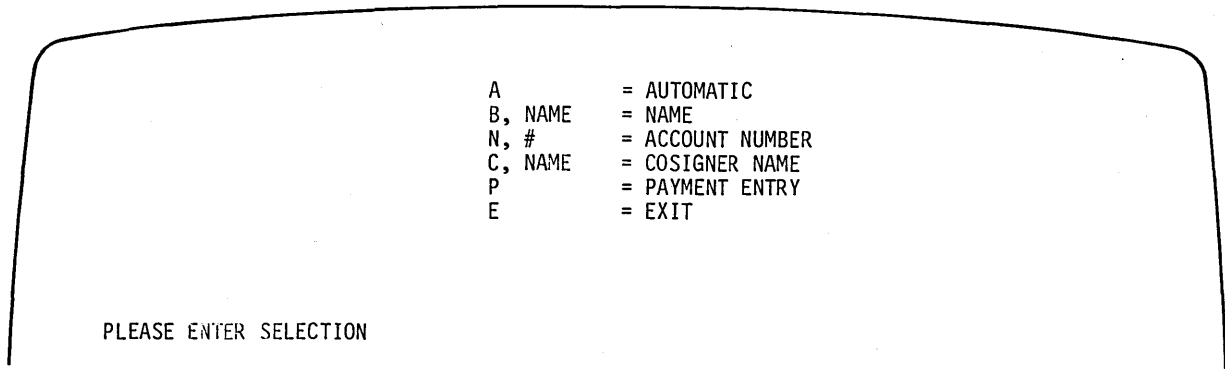
LEGAL AND AGENCY SAMPLE SCREENS

M

All screens available in CCS are also available in the LA system.

The following represents either screens unique to the LA system or modifications to existing screens.

These screens must not be modified by the user.

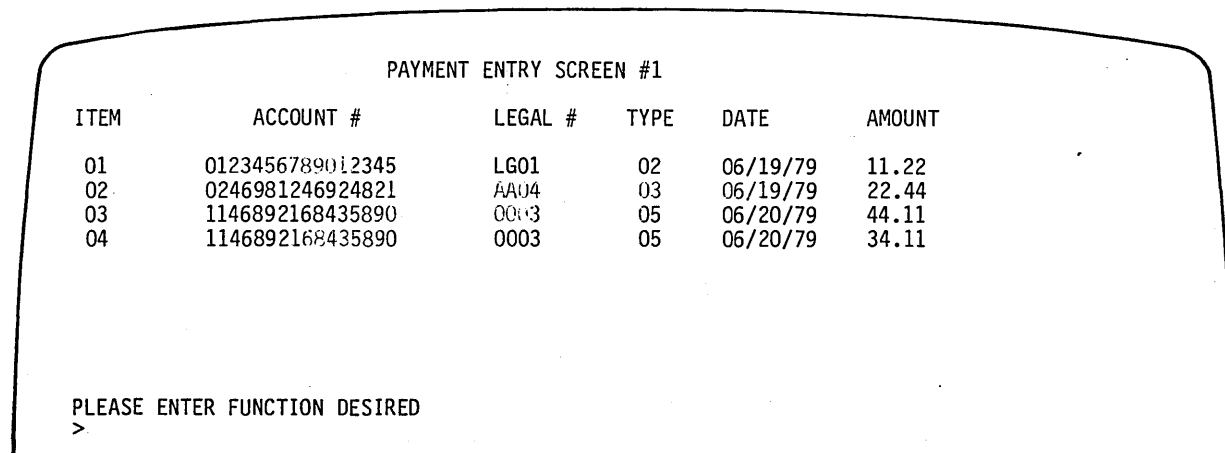


A terminal window titled "SELECTION SCREEN" with a legend and a prompt. The legend lists options A through E with their corresponding functions: A = AUTOMATIC, B, NAME = NAME, N, # = ACCOUNT NUMBER, C, NAME = COSIGNER NAME, P = PAYMENT ENTRY, and E = EXIT. Below the legend is the prompt "PLEASE ENTER SELECTION".

```
A           = AUTOMATIC
B, NAME    = NAME
N, #       = ACCOUNT NUMBER
C, NAME    = COSIGNER NAME
P          = PAYMENT ENTRY
E          = EXIT

PLEASE ENTER SELECTION
```

Figure M-1. Selection Screen



A terminal window titled "PAYMENT ENTRY SCREEN #1" displaying a table of payment entries. The table has columns for ITEM, ACCOUNT #, LEGAL #, TYPE, DATE, and AMOUNT. Below the table is the prompt "PLEASE ENTER FUNCTION DESIRED" with a cursor character ">".

```
PAYMENT ENTRY SCREEN #1

ITEM      ACCOUNT #      LEGAL #  TYPE  DATE      AMOUNT
01        0123456789012345  LG01     02    06/19/79   11.22
02        0246981246924821  AA04     03    06/19/79   22.44
03        1146892168435890  0003     05    06/20/79   44.11
04        1146892168435890  0003     05    06/20/79   34.11

PLEASE ENTER FUNCTION DESIRED
>
```

Figure M-2. Legal and Agency Payment Entry Screen

STATEMENT BALANCE

TOTAL ITEMS ENTERED = 4

TYPE NO.	TYPE TRANSACTION	TOTAL AMOUNT
01	DIRECT	
02	INDIRECT	11.22
03	NON-RECOVERABLE COURT COSTS	22.44
04	RECOVERABLE COURT COSTS	
05	FEES	10.00

ENTER OK TO ACCEPT DATA-UPDATE RECORDS
RT TO REVIEW TRANSACTIONS
AB TO ABORT ROUTINE-NO UPDATE

Figure M-3. Legal and Agency Statement Balance Screen

CLIENT SELECTION SCREEN

A, NAME = CLIENT NAME SEARCH
N, # = CLIENT NUMBER RETRIEVAL
S, # = CLIENT STATUS INQUIRY/UPDATE
E = EXIT

PLEASE ENTER SELECTION

Figure M-4. Legal and Agency Client File Selection Screen

CLIENT # LA01 CLIENT CHANGE SCREEN

01,FIRM NAME JONES AND BARKER
02,FIRM ADDRESS 1 2891 THIRD STREET
03,FIRM ADDRESS 2 SAN DIEGO CALIF 92117
04,CONTACT NAME TOM SMITH
05,TELEPHONE 714/753-2211
06,EXTENSION 3333
07,CURR COMM RATE 050
08,PREV COMM RATE

ENTER CHANGE ITEM OR NEXT FUNCTION

Figure M-5. Legal and Agency Client File Change Screen

CLIENT # LA01 CLIENT FINANCIAL SCREEN

#	AMT	AMT	#	AMT	COMM	#	AMT	#	COURT	HISTORY
ACCT	ACCT	COL	PIF	PIF	EARNED	CLD	CLD	ACT	COSTS	MO/YR
									000050	06/78
001	0000087									05/78
										04/78
										03/78
										02/78
		0000026			0000005					01/78
		0000030								12/77
										/
										/
										/
										/
										/
001	0000087	0000056	000	0000000	0000005	001	0000082	000	0000050	12 MONTH
										SUMMARY

ENTER NEXT FUNCTION

Figure M-6. Legal and Agency Client File Financial Screen

L/A CLIENT # ()
CURRENT CLIENT STATUS IS * ACTIVE *
ENTER NEW STATUS OR CR TO CONTINUE

Figure M-7. Legal and Agency Client Status Screen (Active)

L/A CLIENT # ()
CURRENT CLIENT STATUS IS * INACTIVE *
ENTER NEW STATUS OR CR TO CONTINUE

Figure M-8. Legal and Agency Client Status Screen (Inactive)

LEGAL AND AGENCY SCREENS IN SCREEN ORDER

- 01 END OF DAILY ASSIGNMENTS
- 02 COLLECTION ACTIVITY SCREEN
- 04 COSIGNER'S SCREEN, PART 1
- 08 LEGAL AND AGENCY PAYMENT ENTRY SCREEN
- 09 LEGAL AND AGENCY STATEMENT BALANCE SCREEN
- 10 ACCOUNT MASTER SCREEN
- 20 FINANCIAL SCREENS
- 30 LOG IN PROMPT SCREEN
- 31 SELECTION SCREEN
- 33 BORROWER'S CHANGE SCREEN
- 34 COSIGNER NAME SEARCH DISPLAY SCREEN
- 35 SUPERVISOR SCREEN
- 36 SELECTION SCREEN, ACCOUNT BUSY
- 37 SELECTION SCREEN, ACCOUNT NOT FOUND
- 38 SELECTION SCREEN, ACCOUNT NOT IN ALLOWED QUEUE
- 39 SELECTION SCREEN, ACCOUNT NOT FOUND COSIGNER SEARCH
- 40 'NO ACTIVITY ALLOWED ON THIS ACCOUNT, PLEASE ENTER NEXT FUNCTION'
- 41 'NO ACTIVITY ALLOWED ON THIS ACCOUNT, PLEASE ENTER NEXT ITEM,CHANGE, OR NEXT FUNCTION'
- 42 'FORMAT ERROR, ENTER NEXT FUNCTION OR ACTION, RESULT,LETTER REQUEST, COMMENT'
- 43 'FORMAT ERROR, ENTER ITEM, CHANGE OR NEXT FUNCTION OR ACTION, RESULT, LETTER, COMMENT'
- 44 'COMMENT TOO LONG, ENTER NEXT FUNCTION OR ACTION, RESULT,LETTER REQUEST, COMMENT'
- 45 'COMMENT LONG, ENTER ITEM, CHANGE OR NEXT FUNCTION OR ACTION, RESULT,LETTER, COMMENT'
- 46 'INVALID RESULT, ENTER NEXT FUNCTION OR ACTION, RESULT, LETTER REQUEST,COMMENT
- 47 'INVALID RES, ENTER ITEM, CHANGE OR NEXT FUNCTION OR ACTION, RESULT, LETTER, COMMENT
- 48 'PLEASE ENTER PROMISED TO PAY DATE, AMOUNT'
- 49 'FORMAT ERROR, PLEASE REENTER PROMISED TO PAY DATE, AMOUNT'
- 50 'INVALID DATE, PLEASE REENTER PROMISED TO PAY DATE, AMOUNT'
- 51 'INVALID AMOUNT, PLEASE REENTER PROMISED TO PAY DATE, AMOUNT'
- 52 PROMISED TO PAY AMOUNT/DATE DISPLAY SCREEN
- 53 'PLEASE ENTER ADDRESSEE CODE, LETTER CODE, LETTER DATE, LETTER AMOUNT
- 54 'FORMAT ERROR, REENTER ADDRESSEE CODE, LETER CODE, LETTER DATE, LETTER AMOUNT'
- 55 'INVALID ADDRESSEE, REENTER ADDRESSEE CODE, LETTER CODE, LETTER DATE, LETTER AMOUNT'
- 56 'INVALID LETTER CODE, REENTER ADDRESSEE, LETTER CODE, LETTER DATE, LETTER AMOUNT'
- 57 'INVALID LETTER DATE, REENTER ADDRESSEE, LETTER CODE, LETTER DATE, LETTER AMOUNT'

58 'INVALID LETTER AMOUNT, REENTER ADDRESSEE, LETTER CODE, LETTER DATE
LETTER AMOUNT'

59 ADDRESSEE CODE, LETTER CODE/DATE/AMOUNT DISPLAY SCREEN

60 'A COMMENT IS REQUIRED, PLEASE ENTER ONE'

61 'COMMENT ENTERED IS TOO LONG, PLEASE REENTER'

62 'PLEASE ENTER NEXT CONTACT DATE'

63 'INVALID DATE, PLEASE REENTER NEXT CONTACT DATE'

64 'INVALID DATE, ENTER ITEM, CHANGE OR NEXT FUNCTION OR ACTION, RESULT, LETTER, COMMENT'

66 NAME SEARCH PROMPT SCREEN

67 LA COMPOSITE OF MESSAGE SCREENS

70 'PLEASE ENTER ACTION CODE'

71 'PLEASE ENTER RESULT CODE'

72 'INVALID ACTION, ENTER NEXT FUNCTION OR ACTION, RESULT, LETTER, REQUEST, COMMENT'

73 'INVALID ACT, ENTER ITEM, CHANGE OR NEXT FUNCTION OR ACTION, RESULT, LETTER, COMMENT'

74 'PLEASE ENTER PROMISED TO PAY DATE'

75 'INVALID DATE, PLEASE REENTER PROMISED TO PAY DATE'

76 'PLEASE ENTER PROMISED TO PAY AMOUNT'

77 'INVALID AMOUNT, PLEASE REENTER PROMISED TO PAY AMOUNT'

78 'PLEASE ENTER LETTER CODE'

79 'A LETTER IS REQUIRED, PLEASE ENTER LETTER CODE'

80 'INVALID LETTER CODE, PLEASE REENTER LETTER CODE'

81 'PLEASE ENTER ADDRESSEE CODE'

82 'INVALID ADDRESSEE CODE, PLEASE REENTER ADDRESSEE CODE'

83 'PLEASE ENTER LETTER DATE'

84 'INVALID DATE, PLEASE REENTER DATE'

85 'PLEASE ENTER LETTER AMOUNT'

86 LETTER DATE/AMOUNT DISPLAY SCREEN

87 'PLEASE ENTER COMMENT'

88 PROMISED TO PAY AMOUNT/DATE DISPLAY SCREEN

91 *** CLIENT FILE MAINTENANCE - SELECTION SCREEN

92 *** CLIENT FILE MAINTENANCE - CHANGE SCREEN

93 *** CLIENT FILE MAINTENANCE - FINANCIAL SCREEN

94 COSIGNER'S SCREEN, PART 2

95 *** CLIENT FILE MAINTENANCE - NEW CLIENT MESSAGE

96 *** CLIENT FILE MAINTENANCE - SELECTION SCREEN, RECORD BUSY

97 *** CLIENT FILE MAINTENANCE - ACTIVE CLIENT STATUS SCREEN

98 *** CLIENT FILE MAINTENANCE - INACTIVE CLIENT STATUS SCREEN

LEGAL AND AGENCY MENUS AND PROCEDURES

N

This appendix lists the menus maintained in an LA system. It also lists the procedure stream that is executed when each selection is made from the various menus. These menus, plus those described for CCS, constitute a CCS/LA system.

SYSTEM MENU

REQUEST => ?

LEGAL AND AGENCY SYSTEM MENU

SC - SYSTEM CONFIGURATOR
UT - SYSTEM UTILITIES
ED - TEXT EDITOR-USED TO EDIT 80 CHARACTER SEQ OR DIRECT FILES
DC - CCS20 DAILY CYCLE, ON-LINE REPORTING AND PREPARATION
HS - CCS20 HISTORY FILE MAINTENANCE ROUTINES
MT - CCS20 SYSTEM FILE MAINTENANCE ROUTINES
RP - CCS20 ON-DEMAND REPORTING
RG - CCS20 REPORT GENERATOR - REPORT DIRECTORY
LD - LA DAILY CYCLE, ON-LINE REPORTING AND PREPARATION
LH - LA HISTORY SYSTEM PROCEDURES
LM - LA SYSTEM FILE MAINTENANCE ROUTINES
LO - LA ON-DEMAND REPORTING
LR - LA REPORT GENERATOR - REPORT DIRECTORY
EX - EXIT

REQUEST =>

LEGAL AND AGENCY DAILY CYCLE MENU

REQUEST => LD

LEGAL AND AGENCY DAILY CYCLE MENU

A - DAILY COLLECTOR ACTIVITY REPORTS
B - PRINT REQUESTED LETTERS
C - ADD THE COLLECTOR ACTIVITIES TO THE ACTIVITY FILE
D - PROCESS COMPLETE UPDATE TAPE(S) FROM A/R SYSTEM
E - PROCESS 400 SERIES NONFINANCIAL UPDATE (TAPE)S
F - PROCESS 500 SERIES FINANCIAL UPDATE TAPE(S)
G - DELINQUENT RECORD CONTENT REPORT - (INACTIVE ACCOUNTS)
H - DELINQUENT RECORD CONTENT REPORT - (SUPERVISOR REQUESTS)
I - UPDATE ACCOUNTS FROM HISTORY
J** THE FOLLOWING PROCEDURES ARE TO BE RUN WHEN COLLECTORS
K** ARE FINISHED WITH THE DAYS ACTIVITIES
L - SORT TRANSACTION FILE IN PROPER ORDER FOR COLLECTOR REPORT
M - CREATE DAILY ASSIGNMENT FILES
N - NIGHTLY BATCH UPDATE
O - LA EXTRACT PROCESS
Z - EXIT

SELECTION =>

SELECTION A

A - DAILY COLLECTOR ACTIVITY REPORTS

CHECKID

* THIS ROUTINE WILL PRINT - DAILY COLLECTOR UPDATE REPORT
* - TIME USAGE REPORT
* - DAILY COLLECTOR STATISTICS
*

INPUT=PRFLD001

UTIL

CLEAR, FN=LADLYWRK

EX

* LATRNSFL FILE IS NOW BEING SORTED

INPUT=PRFLD001

DSORT

FN=LATRNSFL, LA

F2=LATRNSFL, LA,

OP=T, F, A

KF=A, 29, 2, A, 17, 4, A, 135, 4, A, 25, 4, A, 1, 16, A, 134, 1

SL=I

* THE LATRNSFL FILE HAS BEEN SORTED

* THE DAILY COLLECTOR UPDATE REPORT WILL BE PRINTED

LCOLCG

* THE DAILY COLLECTOR UPDATE REPORT IS COMPLETE

* THE TIME USAGE REPORT WILL BE PRINTED

LTMUSE

* THE TIME USAGE REPORT IS COMPLETE

INPUT=PRFLD001

SWITCH

10000000

* THE DAILY STATISTICS REPORT WILL BE PRINTED

LCOLST

* THE DAILY STATISTICS REPORT IS COMPLETE

**** OPERATOR -

* RESPOND: 'N' CARRIAGE RETURN - TO BYPASS ZEROING THE DAILY COUNT

*

* CARRIAGE RETURN ONLY - TO ZERO THE DAILY COUNT

CCSPAS

INPUT=PRFLD001

SWITCH

00010000

LCOLST

* THIS ROUTINE IS COMPLETE

* MNUPRO

SELECTION B

B - PRINT REQUESTED LETTERS

CHEKID

* THE TRANSACTION FILE WILL BE SORTED FOR PRINTING OF LETTERS

INPUT=PRFLD002

DSORT

FN=LATRNSFL, LA

F2=LATRNSFL, LA,

OP=T, F, A

KF=A, 17, 4, A, 41, 2, A, 1, 16

SL=I

**** OPERATOR - LOAD LETTER PAPER

* CARRIAGE RETURN WHEN READY TO CONTINUE

*

CCSPAS

* THE REQUESTED LETTERS WILL BE PRINTED
LLTPRT
* THE REQUESTED LETTERS HAVE BEEN PRINTED
****OPERATOR - LOAD REGULAR PAPER
* CARRIAGE RETURN WHEN READY TO CONTINUE
*
CCSPAS
LLTSTA
MNUPRO

SELECTION C

C - ADD THE COLLECTOR ACTIVITIES TO THE ACTIVITY FILE

CHEKID
* THE COLLECTOR ACTIVITIES WILL BE ADDED TO THE ACTIVITY FILE
INPUT=PRFLD003
DSORT
FN=LATRNSFL,LA
F2=LATRNSFL,LA,
OP=T,F,A
KF=A,29,2,A,21,4,D,25,4,D,121,2
SL=I
LACTAD
* THE COLLECTOR ACTIVITIES HAVE BEEN ADDED TO THE ACTIVITY FILE
* THE SUMMARY REPORT OF THE BLOCK DISTRIBUTION IN THE ACTIVITY FILE
* WILL BE PRINTED
LACTMT
* THE SUMMARY REPORT OF THE BLOCK DISTRIBUTION IN THE ACTIVITY FILE
* HAS BEEN PRINTED
MNUPRO

SELECTION D

D - PROCESS COMPLETE UPDATE TAPE(S) FROM A/R SYSTEM

CHEKID
****OPERATOR - MOUNT UPDATE INPUT TAPE ON TAPE UNIT '0'
* CARRIAGE RETURN WHEN READY TO CONTINUE
*
CCSPAS
INPUT= PRFLD004
SWITCH
10000000
* THE UPDATE TAPE WILL BE PROCESSED
LUPDAT
* THE UPDATE TAPE HAS BEEN PROCESSED
* THE FILE SPACE AUDIT REPORT WILL NOW BE PRINTED
**** OPERATOR - CARRIAGE RETURN TO CONTINUE AFTER REVIEWING
* SCREEN INFORMATION
LCCSSP
CCSPAS
* THE FILE SPACE AUDIT REPORT IS COMPLETE
MNUPRO

SELECTION E

E - PROCESS 400 SERIES NONFINANCIAL UPDATE TAPE(S)

CHEKID

* THE NONFINANCIAL UPDATES WILL BE PROCESSED
**** OPERATOR - NONFINANCIAL UPDATE TAPE SHOULD BE MOUNTED ON UNIT '0'
* CARRIAGE RETURN WHEN READY TO CONTINUE

CCSPAS

INPUT=PRFLD005

SWITCH

10000000

LUD400

* THE NONFINANCIAL UPDATES HAVE BEEN PROCESSED
MNUPRO

SELECTION F

F - PROCESS 500 SERIES FINANCIAL UPDATE TAPE(S)

CHEKID

* THE FINANCIAL UPDATES WILL BE PROCESSED
**** OPERATOR - FINANCIAL UPDATE TAPE SHOULD BE MOUNTED ON UNIT '0'
*

INPUT=PRFLD006

MOUNT

SWITCH

10000000

INPUT=PRFLD006

FTAPE,B,P

/*

LUD500

* THE FINANCIAL UPDATES HAVE BEEN PROCESSED
MNUPRO

SELECTION G

G - DELINQUENT RECORD CONTENT - (INACTIVE ACCOUNTS)

CHEKID

INPUT=PRFLO001

SWITCH

10000000

* DELINQUENT RECORD CONTENT REPORT WILL NOW BE PRINTED
* THE ACCOUNTS BEING PRINTED ARE THE INACTIVE ACCOUNTS NOT PREVIOUSLY
* PRINTED

LDTLST

* THE DELINQUENT RECORD CONTENT REPORT IS COMPLETE
MNUPRO

SELECTION H

H - DELINQUENT RECORD CONTENT RECORD - (SUPERVISOR REQUESTS)

CHEKID

INPUT=PRFLO002

SWITH

01000000

* DELINQUENT RECORD CONTENT REPORT WILL NOW BE PRINTED
* THE ACCOUNTS BEING PRINTED WERE REQUESTED BY THE SUPERVISOR

LDTLST

INPUT=PRFLO002

UTIL

CLEAR, FN=LASREQDL

EX

* THE DELINQUENT RECORD CONTENT REPORT IS COMPLETE
MNUPRO

SELECTION I

I - UPDATE ACCOUNTS FROM HISTORY

CHEKID

* THE ACTIVE ACCOUNTS WILL BE UPDATED FROM HISTORY
LDHUPD
* THE ACTIVE ACCOUNTS HAVE BEEN UPDATED FROM HISTORY
MNUPRO

SELECTION J

J** THE FOLLOWING PROCEDURES ARE TO BE RUN WHEN THE COLLECTORS

CHEKID

* WARNING: DO NOT SELECT 'L' OR 'M' FROM THE DAILY CYCLE MENU UNTIL
* THE COLLECTORS ARE OFF-LINE FOR THE DAY
MNUPRO

SELECTION K

K** ARE FINISHED WITH THE DAYS ACTIVITIES

CHEKID

* WARNING: DO NOT SELECT 'L' OR 'M' FROM THE DAILY CYCLE MENU UNTIL
* THE COLLECTORS ARE OFF-LINE FOR THE DAY
MNUPRO

SELECTION L

L - SORT TRANSACTION FILE IN PROPER ORDER FOR COLLECTOR REPORT

CHEKID

**** OPERATOR - THE COLLECTORS MUST BE OFF-LINE
* RESPOND: 'N' CARRIAGE RETURN - TO ABORT
* CARRIAGE RETURN ONLY - TO CONTINUE
*

CCSPAS

* THE TRANSACTION FILE WILL BE SORTED FOR THE COLLECTORS REPORT
INPUT=PRFLD010

UTIL

CLEAR, FN=LATRNSFL

EX

INPUT=PRFLD010

DSORT

FN=LATRANFL, LA

F2=LATRNSFL, LA,

OP=T, F, A

KF=A, 29, 2, A, 17, 4, A, 1, 16, A, 21, 4, A, 25, 4, A, 137, 2

SL=I

LPRTSR

INPUT=PRFLD010

UTIL

CLEAR, FN=LAACTIVE

CLEAR, FN=LATRANFL

CLEAR, FN=LATRNBCK

EX

* THE TRANSACTION FILE HAS BEEN SORTED FOR THE COLLECTORS REPORT

LNMCHG

INPUT=PRFLD010

UTIL

CLEAR, FN=LAADDACT

EX

MNUPRO

SELECTION M

M - CREATE DAILY ASSIGNMENT FILES

CHEKID

**** OPERATOR - THE COLLECTORS MUST BE OFF-LINE
* RESPOND: 'N' CARRIAGE RETURN - TO ABORT
* CARRIAGE RETURN ONLY - TO CONTINUE
*

CCSPAS

* THE DAILY ASSIGNMENT FILES WILL BE CREATED

*

* THE LADLYASN FILE IS BEING CREATED

LDACRT

* THE LADLYASN FILE HAS BEEN CREATED

* THE LADLYASN FILE IS BEING SORTED

INPUT=PRFLD011

DSORT

FN=LADLYWRK,LA

FN=LADLYASN,LA

F2=LADLYASN,LA,

OP=T,F,A

KF=A,17,4,A,25,2,A,21,4,D,27,4,A,1,16

SL=I

* THE LADLYASN FILE HAS BEEN SORTED

INPUT=PRFLD011

UTIL

CLEAR, FN=LADAQUE

EX

* THE DAILY QUEUE FILE IS BEING CREATED

LDAQEL

* THE DAILY QUEUE FILE HAS BEEN CREATED

* THE FILE SPACE AUDIT REPORT WILL NOW BE PRINTED

**** OPERATOR - CARRIAGE RETURN TO CONTINUE AFTER REVIEWING

* SCREEN INFORMATION
*

LCCSSP

CCSPAS

* THE FILE SPACE AUDIT REPORT IS COMPLETE

* THE DAILY ASSIGNMENT FILES HAVE BEEN CREATED

MNUPRO

SELECTION N

N-NIGHTLY BATCH UPDATE

CHEKID

*** OPERATOR - THE COLLECTORS MUST BE OFF-LINE
* RESPOND 'N' CARRIAGE RETURN - TO ABORT
* CARRIAGE RETURN ONLY - TO CONTINUE
*

CCSPAS

* SORT LAFILTMP AND LATRNSFL TRANSACTION FILES

INPUT=PRFLD012

DSORT

FN=LAFILTMP,LA

FN=LATRNSFL,LA

F2=LAFINTRN,,

OP=T,F,A

KF=A,1,20,A,40,4,A,50,3

SL=I

INPUT=PRFLD012

UTIL

CLEAR, FN=LAFILTMP

CLEAR, FN=LARPTDAT

EX

* FINANCIAL TRANSACTIONS HAVE BEEN SORTED. BATCH UPDATE WILL BEGIN

LBATUD

* BATCH UPDATE COMPLETE, AUDIT TRAIL REPORT WILL BEGIN

LBATPT

* BATCH UPDATE PROCESS COMPLETE

MNUPRO

SELECTION O

O - LA EXTRACT PROCESS

CHEKID

***OPERATOR - THE COLLECTORS MUST BE OFF-LINE
* RESPOND 'N' CARRIAGE RETURN - TO ABORT
* CARRIAGE RETURN ONLY - TO CONTINUE

CCSPAS

* THE LEGAL AND AGENCY EXTRACT PROGRAM WILL BEGIN

LAXTRT

* THE LEGAL AND AGENCY EXTRACT PROCESS IS COMPLETE
* REFERRAL REPORT WILL BEGIN

LARPRT

* REFERRAL REPORT COMPLETE

MNUPRO

LEGAL AND AGENCY HISTORY SYSTEM MENU

REQUEST=LH

LEGAL AND AGENCY HISTORY SYSTEM MENU

A - MOVE INACTIVE ACCOUNTS TO HISTORY FILES
B - UPDATE ACTIVE ACCOUNTS FROM THE TAPE ARCHIVES
C - PURGE OLDEST ACCOUNTS FROM SUMMARY HISTORY FILE
D - PURGE OLDEST ACCOUNTS FROM THE TAPE ARCHIVES FILE
E - PURGE MASTER FILES (LADLQMST-LACOSIGN-LAACTFIL)
F - PURGE CLIENT FILE (LACLIENT)
Z - EXIT

SELECTION =>

SELECTION A

A - MOVE INACTIVE ACCOUNTS TO HISTORY FILES

CHEKID

* THE INACTIVE ACCOUNTS WILL BE MOVED TO HISTORY
* THE INACT FILE IS BEING SORTED INTO ACCOUNT NUMBER ORDER

INPUT=PRFLH001

DSORT

FN=LAINACCT,LA

F2=LAINTEMP,LA,

OP=T,F,A

KF=A,1,16,D,23,2,D,19,4

SL=I

INPUT=PRFLH001

UTIL

CLEAR, FN=LAINACCT

COPY, FN=LAINTEMP, F2=LAINACCT, OW=LA

DELETE, FN=LAINTEMP

EX

* THE LAINACCT FILE HAS BEEN SORTED INTO ACCOUNT NUMBER ORDER
**** OPERATOR - MOUNT HISTORY FILE OUTPUT TAPE ON TAPE UNIT '0'
* BE SURE TAPE HAS A WRITE RING
*

LMHUPD

* THE INACTIVE ACCOUNTS HAVE BEEN MOVED TO HISTORY
MNUPRO

SELECTION B

B - UPDATE ACTIVE ACCOUNTS FROM THE TAPE ARCHIVES

CHEKID

* THE ACTIVE ACCOUNTS WILL BE UPDATED FROM THE TAPE ARCHIVES

INPUT=PRFLH002

UTIL

DEFINE, FN=LAUPDREQ, ED=999999, TY=S, LR=22, NR=300

EX

LCHUD1

* THE LAUPDREQ FILE WILL BE SORTED

INPUT=PRFLH002

DSORT

FN=LAUPDREQ, LA

F2=LAUPDREQ, LA,

OP=T, F, A

KF=D, 21, 2, D, 17, 4, A, 1, 16

SL=I

* THE LAUPDREQ FILE HAS BEEN SORTED

INPUT=PRFLH002

UTIL

CLEAR, FN=LAUPHSCM

EX

**** OPERATOR - YOU WILL BE PROMPTED TO MOUNT TAPES DURING THE

* EXECUTION OF THE NEXT JOB

LCHUD2

INPUT=PRFLH002

UTIL

DELTE, FN=LAUPDREQ

EX

* THE ACTIVE ACCOUNTS HAVE BEEN UPDATED FROM THE TAPE ARCHIVES

MNUPRO

SELECTION C

C - PURGE OLDEST ACCOUNTS FROM SUMMARY HISTORY FILE

CHEKID

* THE LASUMHST FILE WILL BE PURGED

LPHDL2

LCMPSM

* THE LASUMHST FILE HAS BEEN PURGED

MNUPRO

SELECTION D

D - PURGE OLDEST ACCOUNTS FROM THE TAPE ARCHIVES FILE

CHEKID

* THE LATAPARC FILE WILL BE PURGED

LPHDL1

INPUT=PRFLH004

UTIL

COMPRES, FN=LATAPARC

EX

* THE LATAPARC FILE HAS BEEN PURGED

MNUPRO

SELECTION E

E - PURGE MASTER FILES (LADLQMST - LACOSIGN - LAACTFIL)

CHEKID

* THE LADLQMST, LACOSIGN AND LAACTFIL FILES WILL BE PURGED

LCMPDQ

INPUT=PRFLM010

UTIL

COMPRES, FN=LACOSIGN

COMPRES, FN=LAACTFIL

EX

* THE LADLQMST, LACOSIGN AND LAACTFIL FILES HAVE BEEN PURGED

MNUPRO

SELECTION F

F - PURGE CLIENT FILE (LACLIENT)

CHEKID

* THE CLIENT FILE WILL BE PURGED

*

* THE CLIENT PURGE REPORT WILL BE PRINTED

LACLPG

* THE CLIENT FILE PURGE ROUTINES ARE COMPLETE

MNUPRO

LEGAL AND AGENCY FILE MAINTENANCE MENU (H1)

REQUEST = LM

LEGAL AND AGENCY FILE MAINTENANCE MENU

A - PRINT THE LETTER DEFINITION FILE

B - CREATE THE LETTER FILE

C - UTILITY FILE MAINTENANCE - ADD OR UPDATE UTILITY RECORDS

D - DECISION TABLE MAINTENANCE

E - PRINT ACTIVITY VERIFICATION TABLE

F - CREATE THE ACTIVITY VERIFICATION TABLE

G - FILE SPACE AUDIT - REPORTS PERCENTAGE OF UNUSED FILE SPACE

H - PURGE OLDEST ACCOUNTS FROM SUMMARY HISTORY FILE

I - PURGE OLDEST ACCOUNTS FROM THE TAPE ARCHIVES FILE

J - PRINT SCREEN DEFINITION FILE

K - CREATE THE SCREEN FILE

L - PURGE MASTER FILES (LADLQMST-LACOSIGN-LAACTFIL)

M - ACTIVITY FILE MAINTENANCE/REPORT

N - COLLECT ACTIVE USER FILE MAINTENANCE

O - PRINT REPORT GENERATOR DATA ELEMENT TABLE

P - REPORT GENERATOR DATA ELEMENT TABLE ROUTINES-CONSOLE INPUT

Q - REPORT GENERATOR PROGRAM DIRECTORY FILE MAINTENANCE

R - SAMPLE SCREEN PRINT UTILITY

S - CLIENT FILE MAINTENANCE

Z - EXIT

SELECTION = >

SELECTION A

A - PRINT THE LETTER DEFINITION FILE

CHEKID

* THE LETTER DEFINITION FILE WILL BE PRINTED

INPUT=PRFLOO1

UTIL

LIST, FN=LALTRDSC, L=LPRINTER, F=U

EX

* THE LETTER DEFINITION FILE HAS BEEN PRINTED

****OPERATOR - IF ANY CHANGES ARE TO BE MADE TO THE LETTER FILE ENTER
THE EDITOR TO PROCESS THE LALTRDSC FILE, WHEN COMPLETE
PERFORM THE NEXT MENU PROCEDURE STEP "B" CARRIAGE
RETURN WHEN READY TO CONTINUE

CCSPAS

MNUPRO

SELECTION B

B - CREATE THE LETTER FILE

CHEKID

* THE LETTER FILE WILL BE CREATED

INPUT=PRFLM002

UTIL

CLEAR, FN=LALTRFIL

EX

LLTBLD

* THE LETTER FILE HAS BEEN CREATED

MNUPRO

SELECTION C

C - UTILITY FILE MAINTENANCE - ADD OR UPDATE UTILITY RECORDS

CHEKID

* THE UTILITY FILE MAINTENANCE ROUTINE WILL BE EXECUTED

*

****OPERATOR - YOU CAN ADD, UPDATE OR DELETE UTILITY FILE RECORDS
FROM THE CONSOLE

*

*

FOLLOW THE INSTRUCTIONS AS THEY APPEAR ON THE SCREEN

LUTFMT

* THE UTILITY FILE WILL BE LISTED ON THE PRINTER

INPUT=PRFLM003

UTIL

LIST, FN=LAUTIFIL, L=LPRINTER, F=U

EX

* CHECK PRINTER LISTING TO VERIFY THAT RECORDS ARE CORRECT

* THE UTILITY FILE MAINTENANCE ROUTINE IS COMPLETE

MNUPRO

SELECTION D

D - DECISION TABLE MAINTENANCE

CHEKID

* THE DECISION TABLE MAINTENANCE ROUTINE WILL BE EXECUTED

*

****OPERATOR - FOLLOW THE INSTRUCTIONS AS THEY APPEAR ON THE SCREEN

LDEGMT

* THE DECISION TABLE MAINTENANCE ROUTINE IS COMPLETE

MNUPRO

SELECTION E

E - PRINT ACTIVITY VERIFICATION TABLE

CHEKID

* THE ACTIVITY VERIFICATION TABLE WILL BE PRINTED

LAVMDP

* THE ACTIVITY VERIFICATION TABLE HAS BEEN PRINTED

MNUPRO

SELECTION F

F - CREATE THE ACTIVITY VERIFICATION TABLE

CHEKID

* THE ACTIVITY VERIFICATION TABLE ROUTINE WILL BE EXECUTED

*

LAVMCN

* THE ACTIVITY VERIFICATION TABLE ROUTINE IS COMPLETE

* THE ACTIVITY VERIFICATION TABLE WILL BE PRINTED

LAVMDP

* THE ACTIVITY VERIFICATION TABLE HAS BEEN PRINTED

MNUPRO

SELECTION G

G - FILE SPACE AUDIT - REPORTS PERCENTAGE OF UNUSED FILE SPACE

CHEKID

* THE FILE SPACE AUDIT REPORT WILL BE PRINTED

***OPERATOR - CARRIAGE RETURN TO CONTINUE AFTER REVIEWING SCREEN
INFORMATION

LCCSSP

CCSPAS

* THE FILE SPACE AUDIT REPORT IS COMPLETE

MNUPRO

SELECTION H

H - PURGE OLDEST ACCOUNTS FROM SUMMARY HISTORY FILE

CHEKID

* THE LASUMHST FILE WILL BE PURGED

LPHDL2

LCMPSM

* THE LASUMHST FILE HAS BEEN PURGED

MNUPRO

SELECTION I

I - PURGE OLDEST ACCOUNTS FROM THE TAPE ARCHIVES FILE

CHEKID

* THE LATAPARC FILE WILL BE PURGED

LPHDL1

INPUT=PRFLH004

UTIL

COMPRES, FN=LATAPARC

EX

* THE LATAPARC FILE HAS BEEN PURGED

MNUPRO

SELECTION J

J - PRINT SCREEN DEFINITION FILE

CHEKID

* THE SCREEN DEFINITION FILE WILL BE PRINTED

INPUT=PRFLM008

UTIL

LIST,FN=LASCNDSC,L=LPRINTER,F=U

EX

* THE SCREEN DEFINITION FILE HAS BEEN PRINTED

****OPERATOR - IF CHANGES ARE TO BE MADE TO THE SCREEN DESCRIPTION

* FILE ENTER THE EDITOR TO PROCESS THE LASCNDSC FILE,

* WHEN COMPLETE PERFORM THE NEXT MENU PROCEDURE STEP 'K'

* CARRIAGE RETURN WHEN READY TO CONTINUE

CCSPAS

MNUPRO

SELECTION K

K - CREATE THE SCREEN FILE

CHEKID

* THE SCREEN FILE WILL BE CREATED

LBLSR

* THE SCREEN FILE HAS BEEN CREATED

MNUPRO

SELECTION L

L - PURGE MASTER FILES (LADLQST - LACOSIGN - LAACTFIL)

CHEKID

* THE LADLQST, LACOSIGN AND LAACTFIL FILES WILL BE PURGED

LACMPDQ

INPUT=PRFLM010

UTIL

COMPRES,FN=LACOSIGN

COMPRES,FN=LAACFIL

EX

* THE LADLQST, LACOSIGN AND LAACTFIL FILES HAVE BEEN PURGED

MNUPRO

SELECTION M

M - ACTIVITY FILE MAINTENANCE REPORT

CHEKID

* THE SUMMARY REPORT OF THE BLOCK DISTRIBUTION IN THE ACTIVITY FILE WILL

* BE PRINTED

LACTMT

* THE SUMMARY REPORT OF THE BLOCK DISTRIBUTION IN THE ACTIVITY FILE HAS

* BEEN PRINTED

MNUPRO

SELECTION N

N - COLECT ACTIVE USER FILE MAINTENANCE

CHEKID

* THE LEGAL LAACTIVE USER MAINTENANCE FILE ROUTINE WILL BE EXECUTED
****OPERATOR - FOLLOW THE INSTRUCTIONS AS THEY APPEAR ON THE SCREEN

LUSEMT

* THE LEGAL LAACTIVE USER MAINTENANCE FILE ROUTINE IS COMPLETE
MNUPRO

SELECTION O

O - PRINT REPORT GENERATOR DATA ELEMENT TABLE

CHEKID

* THE REPORT GENERATOR DATA ELEMENT TABLE WILL BE PRINTED

LPGLTB

MNUPRO

SELECTION P

P - REPORT GENERATOR DATA ELEMENT TABLE ROUTINES - CONSOLE INPUT

CHEKID

* THE REPORT GENERATOR DATA ELEMENT TABLE ROUTINES WILL BE EXECUTED

*

* THE DATA ELEMENT TABLE WILL BE PRINTED

LPGLTB

* THE DATA ELEMENT TABLE HAS BEEN PRINTED

*

* THE DATA ELEMENT TABLE WILL BE UPDATED

*

**** OPERATOR - INPUT WILL BE FROM THE CONSOLE

*

**** OPERATOR - FOLLOW THE INSTRUCTIONS AS THEY APPEAR ON THE SCREEN

*

INPUT=PRFLM014

SWITCH

00000000

LPGUTB

* THE DATA ELEMENT TABLE HAS BEEN UPDATED

*

* THE DATA ELEMENT TABLE WILL BE PURGED

INPUT=PRFLM014

UTIL

DEFINE, FN=LATBLWRK, TY=R, K1=6, P1=1, NR=2000, LR=80

EX

LPGCMP

INPUT=PRFLM014

UTIL

DELETE, FN=LARPTTBL

RENAME, FN=LATBLWRK, F2=LARPTTBL

EX

* THE DATA ELEMENT TABLE HAS BEEN PURGED

*

* THE REPORT GENERATOR DATA ELEMENT TABLE ROUTINES ARE COMPLETE

MNUPRO

SELECTION Q

Q - REPORT GENERATOR PROGRAM DIRECTORY FILE MAINTENANCE

CHEKID

* THE PROGRAM DIRECTORY FILE ROUTINES WILL BE EXECUTED

*

* THE PROGRAM DIRECTORY FILE WILL BE PRINTED

LPGLIS

* THE PROGRAM DIRECTORY FILE HAS BEEN PRINTED

*

* THE PROGRAM DIRECTORY FILE WILL BE PURGED

*

****OPERATOR - FOLLOW THE INSTRUCTIONS AS THEY APPEAR ON THE SCREEN

*

LPGPRG

INPUT=PRFLM015

UTIL

COMPRES, FN=LARPTPGM

EX

* THE PROGRAM DIRECTORY FILE HAS BEEN PURGED

*

* THE PROGRAM DIRECTORY FILE WILL BE PRINTED

LPGLIS

* THE PROGRAM DIRECTORY FILE HAS BEEN PRINTED

*

* THE PROGRAM DIRECTORY FILE ROUTINES HAVE BEEN EXECUTED

MNUPRO

SELECTION R

R - SAMPLE SCREEN PRINT UTILITY

CHEKID

* THE SCREENS WILL BE PRINTED

*

****OPERATOR - FOLLOW THE INSTRUCTIONS AS THEY APPEAR ON THE SCREEN

*

LPRSCN

* THE SCREENS HAVE BEEN PRINTED

MNUPRO

SELECTION S

S - CLIENT FILE MAINTENANCE

CHEKID

* THE CLIENT FILE MAINTENANCE PROGRAM WILL BEGIN

CLIENT

* THE CLIENT FILE MAINTENANCE PROGRAM HAS COMPLETED

MNUPRO

LEGAL AND AGENCY ON-DEMAND REPORT MENU

REQUEST=LO

LEGAL AND AGENCY ON-DEMAND REPORT MENU

A - DELINQUENT RECORD CONTENT REPORT (INACTIVE ACCOUNTS)
B - DELINQUENT RECORD CONTENT REPORT (SUPERVISOR REQUESTS)
C - TREND ANALYSIS-CALCULATE AGE - RUN BEFORE SELECTION D OR E
D - TREND ANALYSIS REPORT PRINTED BY QUEUE
E - TREND ANALYSIS REPORT PRINTED BY PRODUCT TYPE
F - ELIGIBLE/ACTUAL WRITE-OFF REPORT
G - DAILY ASSIGNMENT LIST
H - SUMMARY ACCOUNT LIST REPORT
I - WEEKLY COLLECTOR STATISTICS REPORT
J - MONTHLY COLLECTOR STATISTICS REPORT
K - CREATE REPORT GENERATOR PROGRAM
L - EXECUTE REPORT GENERATOR PROGRAM
M - QUEUE LOADING REPORT
N - COMPLETE PAYMENT, DIRECT PAYMENT STATEMENT REPORTS
O - INVENTORY REPORTS BY ACCOUNT, CLIENT
P - RECOVERY ANALYSIS REPORT
Z - EXIT
SELECTION = >

SELECTION A

A - DELINQUENT RECORD CONTENT - (INACTIVE ACCOUNTS)

CHEKID
INPUT=PRFL0001
SWITCH
10000000
* DELINQUENT RECORD CONTENT REPORT WILL NOW BE PRINTED
* THE ACCOUNTS BEING PRINTED ARE THE INACTIVE ACCOUNTS NOT PREVIOUSLY
PRINTED
LDTLST
* THE DELINQUENT RECORD CONTENT REPORT IS COMPLETE
MNUPRO

SELECTION B

B - DELINQUENT RECORD CONTENT RECORD - (SUPERVISOR REQUESTS)

CHEKID
INPUT=PRFL0002
SWITCH
01000000
* DELINQUENT RECORD CONTENT REPORT WILL NOW BE PRINTED
* THE ACCOUNTS BEING PRINTED WERE REQUESTED BY THE SUPERVISOR
LDTLST
INPUT=PRFL0002
UTIL
CLEAR,FN=LASREQDL
EX
* THE DELINQUENT RECORD CONTENT REPORT IS COMPLETE
MNUPRO

SELECTION C

C - TREND ANALYSIS-CALCULATE AGE - RUN BEFORE SELECTION D OR E

CHEKID

* CALCULATE AGE FOR TREND ANALYSIS

LTRNDF

* THE TREND ANALYSIS AGE CALCULATION IS COMPLETE

*

* THE LAACCAGE AND LARSWFIL FILES ARE BEING SORTED INTO LAAGEWRK

INPUT=PRFLO003

UTIL

DELETE, FN=LAAGEWRK

EX

INPUT=PRFLO003

DSORT

FN=LAACCAGE, LA

FN=LARSWFIL, LA

F2=LAAGEWRK, LA, SYSVOL

OP=T, F, A

KF=A, 1, 1, A, 17, 4

SL=I

* THE LAACCAGE AND LARSWFIL FILES HAVE BEEN SORTED

*

****OPERATOR-

* RESPOND: 'N' CARRIAGE RETURN-TO BYPASS UPDATING PREVIOUS TREND DATA
FOR NEXT RUN

*

* CARRIAGE RETURN ONLY TO UPDATE PREVIOUS TREND DATA FOR
NEXT RUN

CCSPAS

LTRNDU

INPUT=PRFLO003

UTIL

CLEAR, FN=LARSFIL

EX

MNUPRO

SELECTION D

D - TREND ANALYSIS REPORT PRINTED BY QUEUE

CHEKID

* GENERATE THE TREND ANALYSIS REPORT BY QUEUE

* THE LAAGEWRK FILE IS BEING SORTED

INPUT=PRFLO004

DSORT

FN=LAAGEWRK, LA

F2=LAAGEWRK, LA,

OP=T, F, A

KF=A, 1, 1, A, 17, 4

SL=I

* THE LAAGEWRK FILE HAS BEEN SORTED

* THE TREND ANALYSIS REPORT BY QUEUE WILL NOW BE PRINTED

INPUT=PRFLO004

SWITCH

10000000

LTRNDP

* THE TREND ANALYSIS REPORT BY QUEUE IS COMPLETE

MNUPRO

SELECTION E

E - TREND ANALYSIS REPORT PRINTED BY PRODUCT TYPE

CHEKID

- * GENERATE THE TREND ANALYSIS REPORT BY PRODUCT TYPE
- * THE LAAGEWRK FILE IS BEING SORTED

INPUT=PRFLO005

DSORT

FN=LAAGEWRK,LA

F2=LAAGEWRK,LA,

OP=T,F,A

KF=A,1,1,A,25,4

SL=I

- * THE LAAGEWRK FILE HAS BEEN SORTED
- * THE TREND ANALYSIS REPORT BY PRODUCT TYPE WILL NOW BE PRINTED

INPUT=PRFLO005

SWITCH

00000000

LTRNDP

- * THE TREND ANALYSIS REPORT BY PRODUCT TYPE IS COMPLETE

MNUPRO

SELECTION F

F - ELIGIBLE/ACTUAL WRITE-OFF REPORT

CHEKID

- * THE WRITE-OFF REPORT WILL BE GENERATED
- * THE LAWOEF FILE WILL BE CREATED

INPUT=PRFLO006

UTIL

DEFINE, FN=LAWOEF, ED=999999, TY=S, LR=115, NR=6000

EX

LWROFE

- * THE LAWOEF FILE HAS BEEN CREATED
- * THE LAWOEF FILE IS BEING SORTED

INPUT=PRFLO006

DSORT

FN=LAWOEF,LA

F2=LAWOEF,LA,

OP=T,F,A

KF=A,25,1,A,17,4,A,21,4,A,1,16

SL=I

- * THE LAWOEF FILE HAS BEEN SORTED
- * THE WRITE-OFF REPORT WILL BE PRINTED

LWROFP

INPUT=PRFLO006

UTIL

DELETE, FN=LAWOEF

EX

- * THE WRITE-OFF REPORT IS COMPLETE

MNUPRO

SELECTION G

G - DAILY ASSIGNMENT LIST

CHEKID

- * THE DAILY ASSIGNMENT REPORT LIST WILL BE PRINTED

LDALST

- * THE DAILY ASSIGNMENT LIST REPORT IS COMPLETE

MNUPRO

SELECTION H

H - SUMMARY ACCOUNT LIST REPORT

CHEKID

* THE SUMMARY ACCOUNT REPORT LIST WILL BE PRINTED

LSUMAC

* THE SUMMARY ACCOUNT REPORT LIST IS COMPLETE

MNUPRO

SELECTION I

I - WEEKLY COLLECTOR STATISTICS REPORT

CHEKID

* THE WEEKLY COLLECTOR STATISTICS REPORT WILL BE PRINTED

INPUT=PRFLO009

SWITCH

01000000

LCOLST

* THE WEEKLY COLLECTOR STATISTICS REPORT IS COMPLETE

****OPERATOR -

* RESPOND: 'N' CARRIAGE RETURN - TO BYPASS ZEROING THE WEEKLY COUNT

*

* CARRIAGE RETURN ONLY - TO ZERO THE WEEKLY COUNT

CCSPAS

INPUT=PRFLO009

SWITCH

00001000

LCOLST

MNUPRO

SELECTION J

J - MONTHLY COLLECTOR STATISTICS REPORT WILL BE PRINTED

CHEKID

* THE MONTHLY COLLECTOR STATISTICS REPORT WILL BE PRINTED

INPUT=PRFLO010

SWITCH

00100000

LCOLST

* THE MONTHLY COLLECTOR STATISTICS REPORT IS COMPLETE

****OPERATOR -

* RESPOND: 'N' CARRIAGE RETURN - TO BYPASS CLEARING THE COLLECTOR
STATISTICS COUNT FILE

*

*

* CARRIAGE RETURN ONLY - TO CLEAR THE COLLECTOR STATISTICS
COUNT FILE

CCSPAS

INPUT=PRFLO010

UTIL

CLEAR, FN=LACOLSTS

EX

MNUPRO

SELECTION K

K - CREATE REPORT GENERATOR PROGRAM

CHEKID

* THE REPORT GENERATOR PROGRAMS WILL BE CREATED
***OPERATOR - (BATCH HOST MUST BE ACTIVE BEFORE PROCEEDING) TO ACTIVATE
* BATCH HOST
* MI, *BATCH,F
* RESPOND: 'N' CARRIAGE RETURN - IF BATCH HOST IS NOT ACTIVE
*
* CARRIAGE RETURN ONLY - TO CONTINUE

CCSPAS

***OPERATOR - FOLLOW THE INSTRUCTIONS AS THEY APPEAR ON THE SCREEN
INPUT=PRFLACTR

UTIL

DEFINE, FN=LARPTWKE, LR=80, NR=1000
DEFINE, FN=LARPTWKP, LR=80, NR=1000
DEFINE, FN=LAPRCWRK, LR=80, NR=50

EX

LPGGEN

* THE REPORT GENERATOR PROGRAMS HAVE BEEN CREATED
* THE REPORT GENERATOR PROGRAMS WILL BE BATCHED

INPUT=PRFLACTR

UTIL

BATCH, FN=LARPTWKE, TY=N
BATCH, FN=LARPTWKP, TY=R
DELETE, FN=LARPTWKE
DELETE, FN=LARPTWKP
CLEAR, FN=LAPGEXTR

EX

LPGCT1

*

***OPERATOR - SELECTION L MUST NOW BE RUN TO EXECUTE THE REPORT

CCSPAS

MNUPRO

SELECTION L

L - EXECUTE REPORT GENERATOR PROGRAM

NOTE

This selection executes the procedure stream that contains the latest report generator program, which was created by selection K. It is for the convenience of the user, so that the most recently created program can be tested. If the report generator program created by selection K was saved, it can be repeatedly executed by selecting it from the report generator/report directory menu.

SELECTION M

M - QUEUE LOADING REPORT

CHEKID

THE QUEUE LOADING REPORT WILL BE PRINTED

LQLOAD

* THE QUEUE LOADING REPORT IS COMPLETE
MNUPRO

SELECTION N

N - COMPLETE PAYMENT, DIRECT PAYMENT STATEMENT REPORTS

CHEKID

* PAYMENT FILE WILL BE SORTED FOR THE COMPLETE PAYMENT REPORT

INPUT=PRFLO013

DSORT

FN=LAPMTFIL,LA

F2=,LAPMTFIL,LA

OP=T,F,A

KF=A,34,4,A,29,6

SL=I

INPUT=PRFLO013

* COMPLETE PAYMENT REPORT WILL NOW BE PRINTED

COMPAY

* DIRECT PAYMENT REPORT WILL NOW BE PRINTED

DIRPAY

INPUT=PRFLO013

UTIL

CLEAR, FN=LAPMTFIL

MNUPRO

SELECTION O

O - INVENTORY REPORTS BY ACCOUNT, CLIENT

CHEKID

* THE INVENTORY REPORT PROCESS WILL NOW BEGIN

* THE CLIENT FILE IS BEING EXTRACTED

INPUT=PRFLO014

UTIL

DEFINE, FN=LACLINV, TY=S, LR=80, NR=100

EX

LCLIUD

CLXTRT

* CLIENT EXTRACT RECORDS WILL BE SORTED

INPUT=PRFLO014

DSORT

FN=LACLINV,LA

F2= LACLINV,,

OP=T,F,A

KF=A,1,16

SL=I

INPUT=PRFLO014

* THE INVENTORY REPORT BY ACCOUNT WILL BE PRINTED

INVCUS

* CLIENT EXTRACT RECORDS WILL BE SORTED BY CLIENT

INPUT=PRFLO014

DSORT

FN=LACLINV,LA

F2=LACLINV,,

OP=T,F,A

KF=A,17,4

SL=I

INPUT=PRFLO014

* THE INVENTORY REPORT BY CLIENT WILL BE PRINTED

INVCLI

INPUT=PRFLO014

UTIL

DELETE, FN=LACLINN

EX

* INVENTORY REPORT PROCESS IS COMPLETE

MNUPRO

SELECTION P

P - RECOVERY ANALYSIS REPORT

CHEKID

* THE RECOVERY ANALYSIS REPORT WILL BEGIN

LCLIUD

RECVRY

* THE RECOVERY ANALYSIS REPORT IS COMPLETE

MNUPRO

LEGAL AND AGENCY REPORT GENERATOR REPORT DIRECTORY

REQUEST=LR

A - R.G. REPORT 1 - (AVAILABLE)
B - R.G. REPORT 2 - (AVAILABLE)
C - R.G. REPORT 3 - (AVAILABLE)
D - R.G. REPORT 4 - (AVAILABLE)
E - R.G. REPORT 5 - (AVAILABLE)
F - R.G. REPORT 6 - (AVAILABLE)
G - R.G. REPORT 7 - (AVAILABLE)
H - R.G. REPORT 8 - (AVAILABLE)
I - R.G. REPORT 9 - (AVAILABLE)
J - R.G. REPORT 10 - (AVAILABLE)
K - R.G. REPORT 11 - (AVAILABLE)
L - R.G. REPORT 12 - (AVAILABLE)
M - R.G. REPORT 13 - (AVAILABLE)
N - R.G. REPORT 14 - (AVAILABLE)
O - R.G. REPORT 15 - (AVAILABLE)
P - R.G. REPORT 16 - (AVAILABLE)
Q - R.G. REPORT 17 - (AVAILABLE)
R - R.G. REPORT 18 - (AVAILABLE)
S - R.G. REPORT 19 - (AVAILABLE)
Z - EXIT

SELECTION = >



LEGAL AND AGENCY REPORT SAMPLES

0

This appendix contains sample reports that are unique to the LA system.

```
HDR1LEGAL AND AGENCY SYSTEM
HDR2VERSION 3.0
HDR3SYSTEM VERIFICATION
RSH1R010,S015,M005
ACTCA1A2A3A4SR*****
RESC BZPPR1R2R3R4*****
SALCHR MS MISS HRS
DALT005
LTRFCOLLECTION DEPT
SMTHR006,S006,M006
TMTH012
UPDY015
OLPHRL06,P02,C31,NAN
RPTG LRPOOL
0002COLLECTOR2 100030002,ALL
0003SUPERVISOR1 2 0003,ALL
0004CLERICAL1 0004,ALL
0001COLLECTOR1 1000300010002,ALL
LTR101020304**
LTR2
LACLLA,AA,00
LAC1ATTORNEY COLLECTION FIRM
LAC2COLLECTION AGENCY
LAC3IM-HOUSE COLLECTIONS
LAC4
LAC5
```

ACT ION	R E S U L T C O D E															
	01 BZ L C CD	02 PP L C CD	03 R1 L C CD	04 R2 L C CD	05 R3 L C CD	06 R4 L C CD	07 L C CD	08 L C CD	09 L C CD	10 L C CD	11 L C CD	12 L C CD	13 L C CD	14 L C CD	15 L C CD	16 L C CD
SR	NA	NA	NA	NA	NA	NA	C 01									
A1	L RL L	DP L C NC	L NC L C NC	L NC	L C NC	L NC	NA									
A2	RL	DP C NC	01 NA	01	01	01										
A3	RL	NA C NC	01 L C 02	02	02											
A4	L RL L	DP L C NC	NA L C 02	L 03 L	03											

END OF TABLE

DECISION TABLE CONTENTS

DATE 06/10/78 1021

TEST NO	LEVEL	NEXT LEVEL	NO. OF PARAMS	PARAM NO.	PARAM OPERATOR	PARAM VALUE 1	PARAM VALUE 2	PARAM CONNECTOR	NO. OF RETURN VALUES	CURRENT RET VAL	RETURNED VALUES
1	1	0	2	1	NULL	*	*	*	01	00	0003
				2	.EQ.	*	*	*			
2	1	0	3	1	NULL	*	*	*	01	00	0002
				2	NULL	*	*	*			
				3	.GT.	*000101*	*	*			
3	1	0	3	1	NULL	*	*	*	01	00	0001
				2	NULL	*	*	*			
				3	.GT.	*000000*	*	*			
4	1	0	1	1	NULL	*	*	*	01	00	0004

END OF TABLE TOTAL TABLE LENGTH = 74 MAXIMUM TABLE LENGTH =3000

TRAN CODE	ACCOUNT NUMBER	BORROWERS NAME	DELINQUENT DATE	DELINQUENT AMOUNT	CURRENT PAYOFF	ACTION
301	0263007561234567	CHAMBERS,LLOYD R	06/10/78		87.75	WRITEOFF
301	0267317591234567	BALVELT,HAROLD	06/10/78		128.10	WRITEOFF
301	0270007591234567	YOUNG,THEODORE D	06/10/78		392.47	WRITEOFF
301	0273083321234567	BECKER,ROBERT E	06/10/78		154.06	WRITEOFF
301	0276992191234567	YOUNMANS,JOSEPHINE M	06/10/78		38.83	WRITEOFF
301	0278634561234567	WILLIAMS,RICHARD L	06/10/78		166.74	WRITEOFF
301	0282282291234567	HAYNES,DEMA	06/10/78		43.19	WRITEOFF
301	0282798591234567	RANDALL,LEWIS W	06/10/78		97.85	WRITEOFF
301	0282990691234567	PAGANO,JOHN A	06/10/78		309.87	WRITEOFF
301	0283219591234567	JONES,PATRICIA A	06/10/78		0.87	WRITEOFF

* TOTALS *

ACCOUNTS	NUMBER	AMT DELQ	PAYOFF	* P R E V I O U S *	
				AMT DELQ	PAYOFF
ADDED	0	0.00	0.00		
REACTIVATED	0	0.00	0.00		
UPDATED	0	0.00	0.00	0.00	0.00
RELEASED	0		0.00	0.00	0.00
SATISFIED	0		0.00	0.00	0.00
WRITTEOFF	10		1419.73	907.01	1419.69
REJECTED	0				

LEGAL AND AGENCY SYSTEM
VERSION 3.0
SYSTEM VERIFICATION

LEGAL & AGENCY EXTRACT PROGRAM

DATE	RCDS READ	W-RCDS	RCDS WRITTEN
061078	90	10	10

ACCOUNT NUMBER BANK BRANCH LOAN OFFICER AMOUNT TO COLLECT
0263007561234567 00 \$87.75

DEBTOR:

NAME CHAMBERS, LLOYD R
ADDRESS-1 9999 Z ST
ADDRESS-2
CITY, ST, ZIP HOME TOWN, USA 99999
PHONE 777/555-1212
SOC SEC # 000-00-0000

DAYS DELQ	DATE IN CCS	LAST AR UPDATE	DATE OPEN	ACCT TYPE
000	6/21/77	6/10/78	0/00/00	02

EMPLOYMENT:

EMPLOYER BUSY TOWN INC
ADDRESS 888 ZZZ ST
CITY, ST, ZIP BUSY TOWN, USA 88888 00000
PHONE 777/555-1212 X(0000)

PERMANENT COMMENTS

REFERRED TO: _____
L/A NUMBER: _____
REFERRAL DATE: 7 / _____
BY (COLL-ID): _____

APPROVAL: _____

REASON FOR REFERRAL:

- FILE SUIT
- ATTACH WAGES
- ATTACH BANK ACCOUNT
- SHERIFF SALE
- BANKRUPTCY
- FILE FOR ESTATE
DATE OF DEATH: / /
- LIEN ON PROPERTY
- ATTACH ALL AVAILABLE ASSETS
- OTHER

GIVE DETAILS

*
*
*
*

FILE SPACE REPORT - 06/10/78

FILE NAME	MAXIMUM RECORDS	CURRENT RECORDS	AVAILABLE RECORDS	PCT SPACE AVAILABLE
LADLQHST	9000.	10.	8990.	99.9%
LACOSIGN	9000.	.	9000.	****%
LAACCAGE	9000.	10.	8990.	99.9%
LAACFIL	6000.	.	6000.	****%
LASUMHST	9000.	.	9000.	****%
LATAPARC	9000.	.	9000.	****%
LAINACCT	9000.	.	9000.	****%

ACCOUNT NUMBER	TC	AMOUNT	DATE	COID	L/A NO	LADLQMS		R.C.C.	LACLIENT		AMT COL
						AMT DELQ	CUR BAL		N.R.C.C.	FEE/COMH	
						BEFORE	BEFORE	BEFORE	BEFORE	BEFORE	BEFORE
						AFTER	AFTER	AFTER	AFTER	AFTER	AFTER
0263007561234567	04	50.55	081078	HOST	LA01	59.21	87.75	.00	.00	.00	.00
						109.76	138.30	50.55	.00	.00	.00
0263007561234567	03	30.00	091078	HOST	LA01	.00	.00	.00	.00	.00	.00
						.00	.00	.00	30.00	.00	.00
0263007561234567	02	30.00	101078	HOST	LA01	109.76	138.30	.00	.00	.00	.00
						79.76	108.30	.00	.00	.00	30.00
0263007561234567	01	26.00	111078	HOST	LA01	79.76	108.30	.00	.00	.00	.00
						53.76	82.30	.00	.00	.00	26.00
0263007561234567	05	5.10	121078	HOST	LA01	.00	.00	.00	.00	.00	.00
						.00	.00	.00	.00	5.10	.00
0267317591234567	04	30.00	081078	HOST	0001	86.10	128.10	.00	.00	.00	.00
						116.10	158.10	30.00	.00	.00	.00
0267317591234567	03	50.00	091078	HOST	0001	.00	.00	.00	.00	.00	.00
						.00	.00	.00	50.00	.00	.00
0267317591234567	02	25.00	101078	HOST	0001	116.10	158.10	.00	.00	.00	.00
						91.10	133.10	.00	.00	.00	25.00
0267317591234567	01	26.00	111078	HOST	0001	91.10	133.10	.00	.00	.00	.00
						65.10	107.10	.00	.00	.00	26.00
0267317591234567	05	6.10	121078	HOST	0001	.00	.00	.00	.00	.00	.00
						.00	.00	.00	.00	6.10	.00
0270007591234567	01	137.47	123178	0003	0002	41.47	137.47	.00	.00	.00	.00
						.00	.00	.00	.00	.00	137.47
0270007591234567	05	75.00	123178	0003	0002	.00	.00	.00	.00	.00	.00
						.00	.00	.00	.00	75.00	.00

*** END OF REPORT ***

ATTORNEY / AGENT # 0001

CUSTOMER NAME	ACCOUNT NUMBER	INDIRECT	DIRECT	BALANCE
BALVELT, HAROLD	0267317591234567	\$25.00	\$26.00	\$107.10
TOTAL		\$25.00	\$26.00	\$107.10

ATTORNEY / AGENT # 0002

CUSTOMER NAME	ACCOUNT NUMBER	INDIRECT	DIRECT	BALANCE
YOUNG, THEODORE D	0270007591234567	\$30.00	\$462.47	\$.00
TOTAL		\$30.00	\$462.47	\$.00

ATTORNEY / AGENT # LA01

CUSTOMER NAME	ACCOUNT NUMBER	INDIRECT	DIRECT	BALANCE
CHAMBERS, LLOYD R	0263007561234567	\$30.00	\$26.00	\$82.30
TOTAL		\$30.00	\$26.00	\$82.30

	INDIRECT	DIRECT	BALANCE
GRAND TOTAL	\$85.00	\$514.47	\$189.40

TOTALS PAGE

CLIENT TYPE CODE	CLIENT TYPE DESCRIPTION	NUMBER OF ACCOUNTS	BILLED BALANCE
LA	ATTORNEY COLLECTION FIRM	0001	\$82.30
AA	COLLECTION AGENCY	0000	\$.00
00	IN-HOUSE COLLECTIONS	0002	\$107.10
	- MISCELLANEOUS -	0000	\$.00
GRAND TOTAL		0003	\$189.40

L/A CLIENT # 0001

FIRM NAME: COLLECTION INVESTIGATION DEPT

FINANCIAL PERIOD: 12/78 -THRU- 06/78

-----PLACEMENTS----- *-----COLLECTIONS-----* *COMMS* *--CLOSED--* *-----ACTIVE-----* *-----COURT COSTS-----*

MM/YY	NO. ACCTS	AMOUNT ACCTS	AVERAGE BALANCE	AMOUNT COLLECTD	PER CENT	NO. PIF	AMOUNT PIF	AMOUNT EARNED	NO. ACCTS	AMOUNT ACCTS	NO. ACCTS	AMOUNT ACCTS	AVERAGE BALANCE	COSTS INCURRED	COSTS RECOVERABLE	PER CENT
12/78	000	0	0	0	.0%	000	0	6 000	0					0	0	.0%
11/78	000	0	0	26	.0%	000	0	0 000	0					0	0	.0%
10/78	000	0	0	25	.0%	000	0	0 000	0					0	0	.0%
09/78	000	0	0	0	.0%	000	0	0 000	0					50	0	.0%
08/78	000	0	0	0	.0%	000	0	0 000	0					30	30	100.0%
06/78	001	128	128	0	.0%	000	0	0 000	0					0	0	.0%
TOTAL	001	128	128	51	39.8%	000	0	6 000	0	1		128	128	80	30	37.5%

CLIENT # LA01 DATE INACTIVE 08/10/79

FIRM NAME MARX & KRAMER, ATTYS
 FIRM ADDRESS 1 3333 THIRD STREET
 FIRM ADDRESS 2 SAN DIEGO, CALIF
 CONTACT NAME ** CLIENT INACTIVATED 08/10/79
 PHONE NUMBER 714/333-4444 EXT: 5555

CURRENT COMMISSION RATE 012
 PREVIOUS COMMISSION RATE
 DATE LAST UPDATED 12/31/78
 COMMISSION LAG

HISTORY MM/YY	# ACT	AMT ACT	AMT COLL	# PIF	AMT PIF	# CLD	AMT CLD	# ACT	AMT ACT	COURT COSTS	NR COURT COSTS	CDMM EARNED
01 79						001	82.30					
12 78												5.10
11 78			26.00									
10 78			30.00									
09 78											30.00	
SUMMARY	000	0.00	56.00	000	0.00	001	82.30	00J	82.30-	0.00	30.00	5.10



LEGAL AND AGENCY UPDATE TAPE DESCRIPTIONS

P

This appendix contains a sample of the 5xx financial update tape unique to the LA system.

The format of the '5xx' (financial update record) is given below:

The format of records with the codes ' ' (add/update records), '30x' (inactive account record), and '4xx' (nonfinancial update record) is unchanged from CCS.

TABLE P-1. UPDATE TAPE DESCRIPTIONS

Position	Description	Length	Definition
1	trans code	3	'505' direct payments '506' indirect payments '507' nonrecoverable court cost '508' recoverable court cost '509' fee/commission
4	acctno	16	account number of transaction
20	trans date	6	transaction date
26	amount	9	transaction amount
35	client	4	client number



LEGAL AND AGENCY FILE DESCRIPTION

Q

This appendix contains a description of the data files unique to the LA system, as well as a description of CCS data files that contain information unique to LA processing. Refer to appendix E for a description of data files that remain unchanged from the CCS system.

It is accessed primarily by the nightly batch update processes, during which credit for payments is posted to the responsible attorneys/agencies, by the client file maintenance process and by the LA MIS processes.

LACLIENT - LEGAL AND AGENCY CLIENT FILE

The LA client file contains attorney/agency contact information and historical effectiveness statistics.

TABLE Q-1. LEGAL AND AGENCY CLIENT FILE

Start	End	Name	Description
1	4	CLNUH	Client number (primary key)
5	34	FIRM	Firm name (secondary key)
35	64	CNTACT	Contact name
65	94	ADDR1	Firm address 1
95	124	ADDR2	Firm address 2
125	134	PHONE	Phone number
135	138	EXTN	Extension
139	144	UPDATE	Date statistics last updated
145	148	CCRATE	Current commission rate
149	152	PCRATE	Previous commission rate
153	154	COMLAG	Commission lag after withdrawal
155	156	YEAR01	*Financial year
157	158	MNTH01	*Financial month
159	161	NAPLO1	*Number of accounts placed month 1
162	170	AALPO1	*Amount of accounts placed month 1
171	179	ACOLO1	*Amount collected month 1
180	182	NPIFO1	*Number of paid in full month 1
183	191	APIFO1	*Amount of paid in full month 1
192	200	COMMO1	*Commissions earned month 1
201	203	NACLO1	*Number of accounts closed month 1
204	212	AACLO1	*Amount of accounts closed month 1
213	215	NACTO1	*Number of active accounts month 1
216	224	AACTO1	*Amount of active accounts month 1
225	233	CCSTO1	*Court costs (recoverable)
234	242	NRCCO1	*Non recoverable court costs
243	- 1210	Repeat YEAR01 thru NRCCO1 for months 2 - 12	
1211	- 1298	Repeat YEAR01 thru NRCCO1 for year-to-date	
1299	- 1299	CLSTAT file status (blank = active, 1 = inactive)	
1300	- 1300	Reserved	

LADLQMST - LEGAL AND AGENCY MASTER FILE

This record is a product of the LA extract process in which designated records from the CCS delinquent master are

selected for LA processing. The root portion will remain the same as in CCS.

Record positions 1057 through 1385 are reserved for LA use. The remaining positions are available for customer definition.

TABLE Q-2. LEGAL AND AGENCY MASTER FILE

Start Column	Number Character	Field Name	Field Description
1	1	MACTFG	Account group
2	15	MACCT	Account number (1-16 file key 1)
17	1	MSLCD	Borrower's saluation code
18	30	MNAM	Borrower's name
48	30	MADR1	Borrower's address line 1
78	30	MADR2	Borrower's address line 2
108	20	MCS	Borrower's city, state
128	5	MZP	Borrower's zip code
133	10	MPHN	Borrower's home phone (area code,#)
143	4	MEXT	Borrower's extension/comment
147	30	MBNM	Business name
177	30	MBAD	Business address
207	20	MBCS	Business city, state
227	5	MBZP	Business zip code
232	10	MBPH	Business phone (area code, #)
242	4	MBEX	Business phone extension
246	16	MADL	Additional account number
262	9	MSOC	Social security number
271	4	MQUE	Queue assigned
275	6	MNXTC	Next contact date
281	4	MPRI	Account priority code
285	1	MPFG	Promise-to-pay flag
286	1	MBFG	Reserved
287	4	MSUP	Supervisor for this account
291	1	MRCO	Account review code
292	2	MSCD	Supervisor status code
294	1	MQAS	Queue reassign code
295	1	MOLS	On-line 'LEGAL' use
296	4	MPQU	Previous queue assigned
300	6	MPDQ	Date queue assigned
306	1	MSTC	Account status code
307	360	MACT	Collector activity blocks
667	30	MP1	Permanent comment 1
697	30	MP2	Permanent comment 2
727	30	MP3	Permanent comment 3
757	30	MPAD1	Previous address 1
787	30	MPAD2	Previous address 2
817	20	MPCS	Previous city, state
837	5	MPZC	Previous zip code
842	6	MLLDT	Last letter request date
848	9	MLLAT	Last letter request amount
857	6	MSTD	Date account last updated by A/R
863	6	MUPDT	Date account last updated by LEGAL
869	6	MCCDT	Date account first appears in CCS
875	6	MDLDT	Date account delinquent from
881	6	MOPDT	Account open date
887	9	MADLQ	Amount delinquent (past due)
896	9	MCBAL	Current balance
905	9	MPYOF	Current payoff/total due
914	6	MCPGD	Current payoff good until
920	9	MNPA	Next payoff amount

TABLE Q-2. LEGAL AND AGENCY MASTER FILE (Contd)

Start Column	Number Character	Field Name	Field Description
929	9	MOAMT	Open amount/credit limit
938	1	MCMN	Number of cosigners
939	8	MTP	Reserved for future use
947	3	MPTS	Credit/point score
950	5	MBBR	Bank branch
955	8	MLON	Loan officer
963	4	MTCB	Account type code/product type
967	2	MTD3	Number times account 30 days delinquent
969	2	MTD6	Number times account 60 days delinquent
971	2	MTD9	Number times account 90 days delinquent
973	40	MSDF	Special description field
1013	3	MDYDL	Number of days account delinquent
1016	6	MPPD	Promise-to-pay date
1022	9	MPPA	Promise-to-pay amount
1031	6	MTHD	Date of tape if in tape history
1037	2	MPPK	Number of kept promises
1039	2	MPPB	Number of broken promises-to-pay
1041	6	MPPCD	Promise to pay commitment date
1047	6	MONAM	Old key value - name change
1053	4	MRESV	Reserved
1057	6	LATLA	Date to LA
1063	9	LADUE	Balance due, to LA
1072	2	LANO1	Attorney/agency code (LG/AA)
1074	2	LACOD2	Attorney/agency number
1076	6	LARDT1	Referral date
1082	30	LAFRM1	Firm name
1112	30	LACNT1	Contact name
1142	60	LAADR1	Firm address
1202	10	LAPHN1	Firm phone number
1212	4	LAEXT1	Extension
1216	9	LABAL1	Balance due at placement
1225	4	LAPER1	Firm fee percent
1229	2	LACOD2	Attorney/agency code - previous
1231	2	LANO2	Attorney/agency number - previous
1233	6	LARDT2	Referral date - previous
1239	30	LAFRM2	Firm name - previous
1269	30	LACNT2	Contact name - previous
1299	60	LAADR2	Firm address - previous
1359	10	LAPHN2	Firm phone number - previous
1369	4	LAEXT2	Extension - previous
1373	9	LABAL2	Balance due at placement - previous
1382	4	LAREAS	Client reassignment code
1386	614		User-defined area
2000			End of record

LAFILTMP, LAFINTRN, LATRANFL, LATRNSFL - TRANSACTION FILE

financial transaction which may have come from the host computer. LATRANFL and LATRNSFL contain the on-line transaction; LAFILTMP contains the host transactions; LAFINTRN contains the sorted combination of LATRNSFL and LAFILTMP.

These transaction files contain all of the transactions that were entered by the collectors for one work day, plus any

TABLE Q-3. LEGAL AND AGENCY TRANSACTION FILE

Start Column	Number Character	Field Name	Field Description
1	1	TACFG	Account group
2	15	TACCT	Account number
17	4	TCID	Collector ID
21	4	TSIT	Start time
25	4	TSPT	Stop time
29	2	TRT	Record type
RECORD TYPE = 01, COLLECTION ACTIVITY			
31	6	TCD	Contact date
37	2	TAC	Action code
39	2	TRS	Result code
41	2	TLR	Letter code
43	56	TCT	Comment
99	6	TNCD	Next contact date
105	1	TLAC	Letter address code
106	6	TLDT	Letter request date
112	9	TLAT	Letter request amount
121	6	TPPDT	Promise-to-pay date
127	9	TPPDA	Promise-to-pay amount
136	3	TSRT	Off-line sort codes: 136 - activity account 137-8 - second - start/stop time
138			End of record = record length
RECORD TYPE = 02, NONFINANCIAL UPDATE			
31	6	TUP	Type update code
33	30	TND	New data
63	30	TPD	Previous data
93	46	---	Unused
138			End of record = record length
RECORD TYPE = 03, FINANCIAL UPDATE			
31	9	TPMT	LA payment amount
40	6	TDTE	Payment date
46	4	TLGNO	Client number
50	3	TCDE	LA update code
53	85	---	Unused
138			End of record = record length

LAPMTFIL - LEGAL AND AGENCY PAYMENT FILE

This file is cumulative and is the output of the nightly batch update process. It contains all payments (direct and

indirect) which have been received and successfully processed by the LA system.

The ultimate user of this file is the payment statement reporting modules which clear the file each time the payment statements are produced.

TABLE Q-4. LEGAL AND AGENCY PAYMENT FILE

Start Column	Number Character	Field Name	Description
1	16	PFACT	Account number
17	2	PFRCD	Transaction code (direct/indirect)
19	7	PFAMT	Transaction amount
26	6	PFDAT	Payment date
32	4	PFLGA	Attorney/agency number
36	4		Unused

LARPTDAT - AUDIT TRAIL REPORT DATA FILE

the update process. This file is cleared when the program LBATPT has completed the batch update audit trail report.

This file contains the results of the batch update. Included are those before and after totals of the fields affected by

TABLE Q-5. LEGAL AND AGENCY AUDIT TRAIL REPORT DATA FILE

Start Column	Number Character	Field Name	Field Description
1	16	ACCT	Account number
17	2	TCODE	Update code
19	9	TAMT	Transaction amount
28	6	TDATE	Transaction date
34	4	COID	Collector ID
38	4	LGNO	Client number
42	9	AMT1	Delinquent amount - before
51	9	AMT2	Delinquent amount - after
60	9	POF1	Current payoff - before
69	9	POF2	Current payoff - after
78	9	RCC1	Recoverable court cost - before
87	9	RCC2	Recoverable court cost - after
96	9	NRCC1	Nonrecoverable court cost - before
105	9	NRCC2	Nonrecoverable court cost - after
114	9	FEE1	Fee/commissions - before
123	9	FEE2	Fee/commissions - after
132	9	COL1	Amount collected - before
141	9	COL2	Amount collected - after
150	2	ECODE	Error code
152	9	---	Not used
160			End of record = record length

LCLINV - LEGAL AND AGENCY CLIENT INVENTORY FILE

This sequential file is built by the LA client inventory extract program CLXTRT, and is used by the LA client inventory reports programs INVCLI and INVCUS.

TABLE Q-6. LEGAL AND AGENCY CLIENT INVENTORY FILE

Start	End	Size	Name	Type	Description
1	16	16	INVACT	A	Account number
17	20	4	INVCLI	A	Client number
21	50	30	INVNAM	A	Customer name
51	56	6	INVDAT	N	Referral date
57	65	9	INVBAL	N2	Last billed balance
66	80	15			Reserved for future use

LAUTIFIL - LEGAL AND AGENCY UTILITY FILE

agency processing. These records describe LA client type and description.

In addition to the records contained in the CCS utility file, the LA utility file contains a record unique to legal and

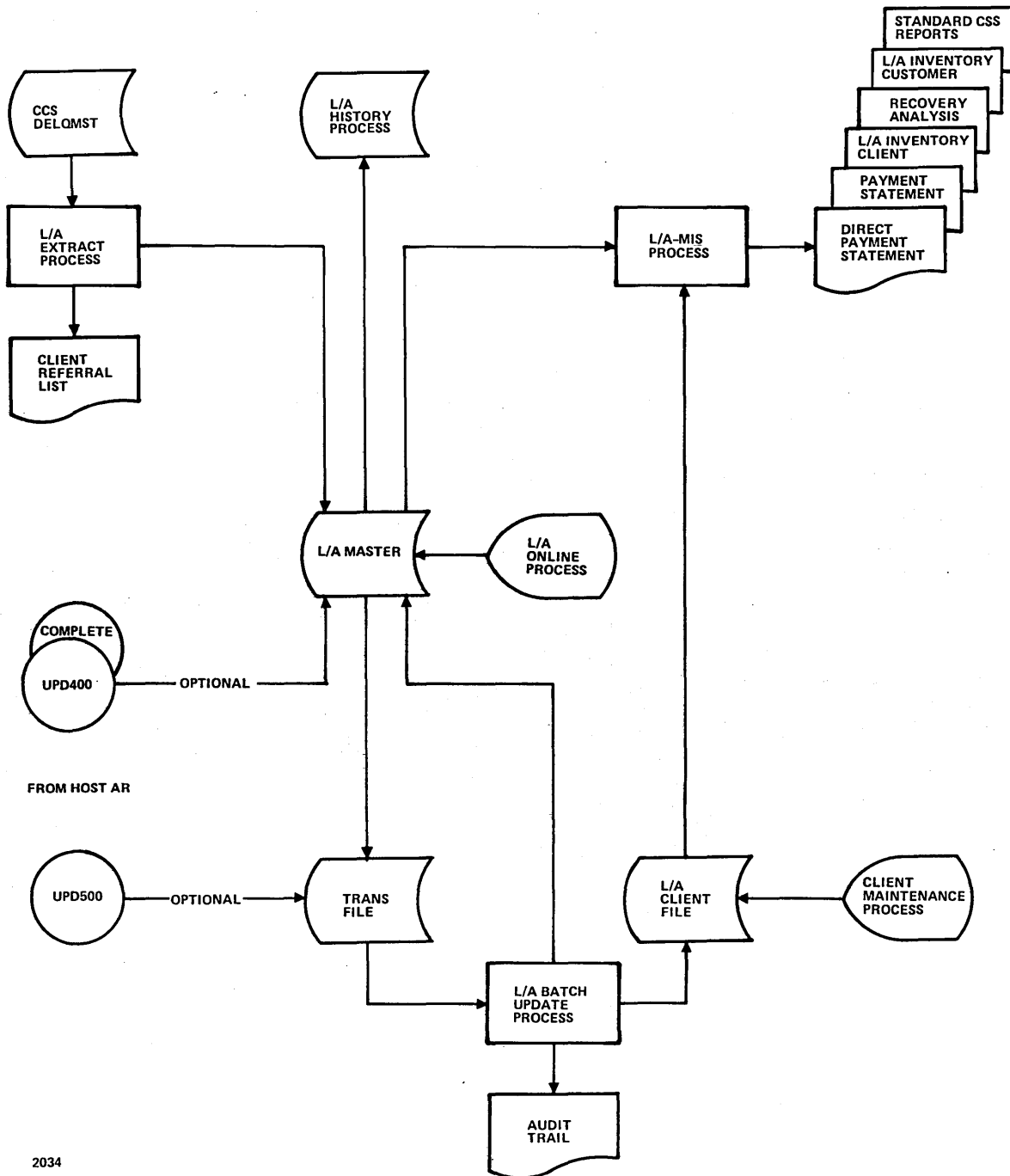
TABLE Q-7. LEGAL AND AGENCY UTILITY FILE

Start	End	Size	Name	Type	Description
1	4	4	TYPKEY	A	Literal 'LACL' (primary key)
5	6	2	TYPE1	A	Client Type-1 Parameter
8	9	2	TYPE2	A	Client Type-2 Parameter
11	12	2	TYPE3	A	Client Type-3 Parameter
14	15	2	TYPE4	A	Client Type-4 Parameter
17	18	2	TYPE5	A	Client Type-5 Parameter
25	27	3	NACTIV	N	Delete client after xx inactive days
1	4	4	TYPKY1	A	Literal 'LAC1' (primary key)
5	34	30	DESC1	A	Client Type-1 Description
1	4	4	TYPKY2	A	Literal 'LAC2' (primary key)
5	34	30	DESC2	A	Client Type-2 Description
1	4	4	TYPKY3	A	Literal 'LAC3' (primary key)
5	34	4	DESC3	A	Client Type-3 Description
1	4	4	TYPKY4	A	Literal 'LAC4' (primary key)
5	34	30	DESC4	A	Client Type-4 Description
1	4	4	TYPKY5	A	Literal 'LAC5' (primary key)
5	34	30	DESC5	A	Client Type-5 Description

LEGAL AND AGENCY FUNCTIONAL FLOWCHART

R

This appendix contains the LA subsystem functional flowchart (figure R-1).



2034

Figure R-1. Legal and Agency Subsystem Functional Flowchart



LEGAL AND AGENCY CROSS REFERENCE OF PROCEDURES, FILES, PROGRAMS, AND SUBROUTINES S

This appendix contains a cross reference system used with the LA system.



PROCEDURE/FILE CROSS REFERENCE

PRFLD001	PRFLD002	PRFLD003	PRFLD004	PRFLD005	PRFLD006	PRFLD007	PRFLD008	PRFLD009	PRFLD010	PRFLD011	PRFLD012	PRFLD013	PRFLH001	PRFLH002	PRFLH003	PRFLH004	PRFLH005	PRFLM001	PRFLM002	PRFLM003	PRFLM004	PRFLM005	PROCEDURE
																							FILE
													X										DELOMST
			X						X		X												LAACCAGE
		X	X						X				X	X									LAACFIL
									X														LAACTIVE
																						X	LAACTVTB
			X	X		X			X				X										LAADDACT
																							LAAGEWRK
																							LAAVMDSC
											X						X						LACLIENT
																							LACLINV
X																							LACOLSTS
	X		X	X					X				X										LACOSIGN
									X														LADAQUE
									X												X		LADECTBL
												X											LADLQKEY

**PROCEDURE/FILE
CROSS REFERENCE**

PROCEDURE	FILE
PRFLD001	
PRFLD002	X
PRFLD003	
PRFLD004	X
PRFLD005	X
PRFLD006	
PRFLD007	X
PRFLD008	
PRFLD009	
PRFLD010	X
PRFLD011	X
PRFLD012	X
PRFLD013	X
PRFLH001	X
PRFLH002	X
PRFLH003	
PRFLH004	
PRFLH005	
PRFLM001	
PRFLM002	
PRFLM003	
PRFLM004	
PRFLM005	
	DELQMST
	LADLYASN
X	LADLYWRK
	LAFILTMP
	LAFINTRN
	LAINACCT
	LAINTEMP
	LALTRDSC
X	LALTRFIL
	LANEWS
	LAPGEXTR
	LAPMTFIL
	LAPRCWRK
	LARPTDAT
	LARPTPGM
	LARPTTBL
	LARPTWKE
	LARPTWKP
	LARSWFIL

**PROCEDURE/FILE
CROSS REFERENCE**

PRFLD001	PRFLD002	PRFLD003	PRFLD004	PRFLD005	PRFLD006	PRFLD007	PRFLD008	PRFLD009	PRFLD010	PRFLD011	PRFLD012	PRFLD013	PRFLH001	PRFLH002	PRFLH003	PRFLH004	PRFLH005	PRFLM001	PRFLM002	PRFLM003	PRFLM004	PRFLM005	PROCEDURE	FILE
																							LASCNDSC	
																							LASCNFIL	
																							LASREQDL	
			X		X				X			X		X									LASUMHST	
			X		X				X			X	X		X								LATAPARC	
																							LATBLWRK	
			X						X														LATRANFL	
									X														LATRNBCK	
X	X	X							X	X													LATRNSFL	
														X									LAUPHSCM	
														X									LAUPDREQ	
X	X	X	X	X		X			X	X	X	X	X	X	X	X	X	X	X	X	X	X	LAUTIFIL	
																							LAWOEF	
																							LAWRTOEF	

PROCEDURE/FILE
CROSS REFERENCE

PRFLM006	PRFLM007	PRFLM008	PRFLM009	PRFLM010	PRFLM011	PRFLM012	PRFLM013	PRFLM014	PRFLM015	PRFLM016	PRFLM017	PRFLO001	PRFLO002	PRFLO003	PRFLO004	PRFLO005	PRFLO006	PRFLO007	PRFLO008	PRFLO009	PRFLO010	PRFLACTR	PROCEDURE FILE
																							DELOMST
	X													X									LAACCAGE
	X			X	X																		LAACFIL
						X																	LAACTIVE
X																							LAACTVTB
																							LAADDACT
														X	X	X							LAAGEWRK
X																							LAAVMDSC
									X	X													LACLIENT
																							LACLINV
																			X	X			LACOLSTS
	X			X					X		X	X											LACOSIGN
																							LADAQUE
																							LADECTBL
																							LADLQKEY

**PROCEDURE/PROGRAM
CROSS REFERENCE**

PRFLM006	PRFLM007	PRFLM008	PRFLM009	PRFLM010	PRFLM011	PRFLM012	PRFLM013	PRFLM014	PRFLM015	PRFLM016	PRFLM017	PRELO001	PRELO002	PRELO003	PRELO004	PRELO005	PRELO006	PRELO007	PRELO008	PRELO009	PRELO010	PRELACTR	PROCEDURE PROGRAM
	X			X						X				X			X	X	X			X	DELOMST
																			X				LADLYASN
																							LADLYWRK
																							LAFILTMP
																							LAFINTRN
	X																						LAINACCT
																							LAINTEMP
																							LALTRDSC
																							LALTRFIL
																							LANEWS
																						X	LAPGEXTR
																							LAPMTFIL
																						X	LAPRCWRK
																							LARPTDAT
										X												X	LARPTPGM
							X	X														X	LARPTTBL
																						X	LARPTWKE
																						X	LARPTWKP
														X									LARSWFIL

**PROCEDURE/FILE
CROSS REFERENCE**

PRFLO012	PRFLO013	PRFLO014	PRFLO015	PROCEDURE	FILE
X		X			LADLOMST
X					LADLYASN
					LADLYWRK
					LAFILTMP
					LAFINTRN
					LAINACCT
					LAINTEMP
					LALTRDSC
					LALTRFIL
					LANEWS
					LAPGEXTR
X	X				LAPMTFIL
					LAPRCWRK
					LARPTDAT
					LARPTPGM
					LARPTTBL
					LARPTWKE
					LARPTWKP
					LARSWFIL

**PROCEDURE/FILE
CROSS REFERENCE**

PRELO012	PRELO013	PRELO014	PRELO015														PROCEDURE	FILE
																		LASCNDSC
																		LASCNFIL
																		LASREODL
																		LASUMHST
																		LATAPARC
																		LATBLWRK
																		LATRANFL
																		LATRNBCK
																		LATRNSFL
																		LAUPHSCM
																		LAUPDREQ
X		X																LAUTIFIL
																		LAWOEF
																		LAWRTOEF

**PROGRAM/FILE
CROSS REFERENCE**

CLIENT	CLXTRT	COMPAY	DIRPAY	INVCLI	INVCUS	LACLPG	LACTAD	LACTMT	LARPR	LAVMCN	LAVMDP	LAXTRT	LABATPT	LBATUD	LBLDSR	LCCSSP	LCHUD1	LCHUD2	LCLIUD	LCMPDQ	LCMPSM	LCOLCG	PROGRAM	FILE	
												X												DELMST	
												X				X									LAACCAGE
								X								X		X							LAACFIL
																									LAACTIVE
										X	X														LAACVTB
																									LAADDACT
											X														LAAGEWRK
																									LAAVMDC
X						X								X					X						LACLIENT
	X			X	X																				LACLINV
																									LACOLSTS
																X									LACOSIGN
																									LADAQUE
																									LADECTBL
									X			X													LADLOKEY

**PROGRAM/FILE
CROSS REFERENCE**

CLIENT	CLXTRT	COMPAY	DIRPAY	INVCLI	INVCUS	LACLPG	LACTAD	LACTMT	LARPRT	LAVMGN	LAVMDP	LAXTRT	LBATPT	LBATUD	LBLDSR	LCCSSP	LCHUD1	LCHUD2	LCLIUD	LCMPDQ	LCMPSM	LCOLCG	PROGRAM	FILE
	X	X	X						X			X		X		X	X	X		X			LADLOMST	
																								LADLYASN
																								LADLYWRK
																								LAFILTMP
														X										LAFINTRN
															X									LAINACCT
																								LALTRDSC
																								LALTRFIL
																								LANEWS
																								LAPGEXTR
		X	X											X										LAPMTFIL
																								LAPRCWRK
												X	X											LARPTDAT
																								LARPTPGM
																								LARPTTBL
																								LARPTWKE
																								LARPTWKP
																								LARSWFIL

**PROGRAM/FILE
CROSS REFERENCE**

CLIENT	CLXTRT	COMPAY	DTRPAY	INVCLI	INVCUS	LACLPG	LACTAD	LACTMT	LARPRT	LAVMCN	LAVMDP	LAXTRT	LBATPT	LBATUD	LBLDSR	LCCSSP	LCHUD1	LCHUD2	LCLIUD	LCMPDQ	LCMPSM	LCOLCG	PROGRAM	FILE
															X								LASCNDSC	
															X									LASCNFIL
																								LASREQDL
																X				X				LASUMHST
															X	X								LATAPARC
																								LATBLWRK
																								LATRANFL
							X															X		LATRNBCK
																								LATRSNFL
																	X							LAUPHSCM
																	X	X						LAUPDREQ
X	X			X		X	X	X		X	X	X	X		X		X	X				X		LAUTIFIL
																								LAWOEF
																								LAWRTOEF

**PROGRAM/FILE
CROSS REFERENCE**

LCOLST	LDACRT	LDALST	LDAQEL	LDECMT	LDHUPD	LDTLST	LEGAL	LLTBLD	LLTPRT	LLTSTA	LMHUPD	LNMCHG	LPGCMP	LPGCT1	LPGCT2	LPGEN	LPGLIS	LPGLTB	LPGPRG	LPGUTB	LPHDL1	LPHDL2	PROGRAM	FILE	
																								DELOMST	
																									LAACCAGE
											X														LAACFIL
							X																		LAACTIVE
																									LAACTVTB
					X						X	X													LAADDACT
																									LAAGEWRK
																									LAAVMDSC
																									LACLIENT
																									LACLINV
X																									LACOLSTS
						X			X		X														LACOSIGN
			X																						LADAQUE
X				X																					LADECTBL
																									LADLOKEY

**PROGRAM/FILE
CROSS REFERENCE**

LCOLST	LDACRT	LDALST	LDAQEL	LDECMT	LDHUPD	LDTLST	LEGAL	LLTBLD	LLTRPT	LLTSTA	LMHUPD	LMCHG	LPGCMP	LPGCT1	LPGCT2	LPGGEN	LPGNIS	LPGLTB	LPGPRG	LPGUTB	LPHDL1	LPHDL2	PROGRAM	FILE	
	X	X			X		X		X		X	X				X								LADLQMS	
	X	X	X				X																	LADLYASN	
																								LADLYWRK	
																								LAFILTMP	
																								LAFINTRN	
																								LAINACCT	
								X																LALTRDSC	
							X	X																LALTRFIL	
																								LANEWS	
																								LAPGEXTR	
																								LAPMTFIL	
														X	X									LAPRCWRK	
																								LARPTDAT	
													X	X	X			X						LARPTPGM	
							X					X		X			X		X					LARPTTBL	
														X										LARPTWKE	
														X										LARPTWKP	
																								LARSWFIL	

**PROGRAM/FILE
CROSS REFERENCE**

LCOLST	LDACRT	LDALST	LDAQEL	LDECMT	LDHUPD	LDTLST	LEGAL	LLTBLD	LLTPRT	LLTSTA	LMHUPD	LNMCCHG	LPGCMP	LPGCT1	LPGCT2	LPGGEN	LPGLIS	LPGLTB	LPGPRG	LPGUTB	LPHDL1	LPHDL2	PROGRAM	FILE	
							X																LASCNDSC		
																								LASCNFIL	
						X																		LASREQDL	
					X						X												X	LASUMHST	
					X						X											X		LATAPARC	
													X											LATBLWRK	
							X																	LATRANFL	
							X																	LATRNBCK	
									X	X														LATRNSFL	
																								LAUPHSCM	
																								LAUPDREQ	
X	X	X			X			X	X	X	X		X		X	X	X	X	X	X	X	X	X	LAUTIFIL	
																								LAWOEF	
																								LAWRTOEF	

PROGRAM/FILE
CROSS REFERENCE

LPRSCN	LPTSR	LQLOAD	LSUMAC	LTMUSE	LTRNDF	LTRNDP	LTRNDU	LTRPLY	LUD400	LUD500	LUPDAT	LUSEMT	LUTFMT	LWROFE	LWROFP	RECVRY	PROGRAM	FILE
					X		X				X							DELOMST
																		LAACCAGE
																		LAACTFIL
												X						LAACTIVE
																		LAACTVTB
								X	X		X							LAADDACT
					X													LAAGEWRK
																		LAAVMDS
X																X		LACLIENT
																		LACLINV
				X														LACOLSTS
X							X	X		X								LACOSIGN
																		LADAQUE
																		LADECTBL
																		LADLOKEY

**PROGRAM/FILE
CROSS REFERENCE**

PROGRAM															PROGRAM	FILE				
LPRSCN	LPRTSR	LQLOAD	LSUMAC	LTMUSE	LTRNDF	LTRNDP	LTRNDU	LTRPLY	LUD400	LUD500	LUPDAT	LUSEMT	LUTFMT	LWROFE	LWROFP	RECVRY				
																				LASCNDSC
X								X												LASCNFIL
																				LASREQDL
																				LASUMHST
																				LATAPARC
																				LATBLWRK
								X		X										LATRANFL
																				LATRNBCK
X				X																LATRNSFL
																				LAUPHSCM
																				LAUPDREQ
		X	X	X		X			X	X		X		X						LAUTIFIL
														X						LAWOEF
															X					LAWRTOEF

**PROCEDURE/PROGRAM
CROSS REFERENCE**

PRFLD001	PRFLD002	PRFLD003	PRFLD004	PRFLD005	PRFLD006	PRFLD007	PRFLD008	PRFLD009	PRFLD010	PRFLD011	PRFLD012	PRFLD013	PRFLH001	PRFLH002	PRFLH003	PRFLH004	PRFLH005	PRFLM001	PRFLM002	PRFLM003	PRFLM004	PRFLM005	PROCEDURE PROGRAM
X	X		X	X					X	X	X	X						X					CCSPAS
X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	CHEKID
																							CLIENT
																							CLXTRT
																							COMPAY
																							DIRPAY
																							INVCLI
																							INVCUS
																	X						LACLPG
		X																					LACTAD
		X																					LACTMT
												X											LARPRT
																							LAVMCN
																					X		LAVMDP
												X											LAXTRT
											X												LBATPT
											X												LBATUD
																							LBLDSR
		X							X														LCCSSP
													X										LCHUD1
													X										LCHUD2
																							LCLIUD
																							LCMPDQ
															X								LCMPSM
X																							LCOLCG

**PROCEDURE/PROGRAM
CROSS REFERENCE**

PRFLD001	PRFLD002	PRFLD003	PRFLD004	PRFLD005	PRFLD006	PRFLD007	PRFLD008	PRFLD009	PRFLD010	PRFLD011	PRFLD012	PRFLD013	PRFLH001	PRFLH002	PRFLH003	PRFLH004	PRFLH005	PRFLM001	PRFLM002	PRFLM003	PRFLM004	PRFLM005	PROCEDURE PROGRAM
X																							LCOLST
										X													LDACRT
										X													LDALST
											X												LDAQEL
																					X		LDEGMT
						X																	LDHUPD
																							LDTLST
																							LEGAL
																					X		LLTBLD
	X																						LLTPRT
	X																						LLTSTA
													X										LMHUPD
									X														LNMCHG
																							LPGCMP
																							LPGCT1
																							LPGCT2
																							LPGGEN
																							LPGLIS
																							LPGLTB
																							LPGPRG
																							LPGUTB
																	X						LPHDL1
															X								LPHDL2

**PROCEDURE/PROGRAM
CROSS REFERENCE**

PROCEDURE	PROGRAM
PRFLD001	LPRSCN
PRFLD002	LPRTSR
PRFLD003	LQLOAD
PRFLD004	LSUMAC
PRFLD005	LTMUSE
PRFLD006	LTRNDF
PRFLD007	LTRNDP
PRFLD008	LTRNDU
PRFLD009	LTRPLY
PRFLD010	LUD400
PRFLD011	LUD500
PRFLD012	LUPDAT
PRFLD013	LUSEMT
PRFLH001	LUTFMT
PRFLH002	LWROFE
PRFLH003	LWROFP
PRFLH004	RECVRY
PRFLH005	
PRFLM001	
PRFLM002	
PRFLM003	
PRFLM004	
PRFLM005	

**PROCEDURE/PROGRAM
CROSS REFERENCE**

PRFLM006	PRFLM007	PRFLM008	PRFLM009	PRFLM010	PRFLM011	PRFLM012	PRFLM013	PRFLM014	PRFLM015	PRFLM016	PRFLM017	PRFLO001	PRFLO002	PRFLO003	PRFLO004	PRFLO005	PRFLO006	PRFLO007	PRFLO008	PRFLO009	PRFLO010	PRFLACTR	PROCEDURE PROGRAM
	X	X												X						X	X	X	CCSPAS
X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	CHEKID
											X												CLIENT
																							CLXTRT
																							COMPAY
																							DIRPAY
																							INVCLI
																							INVCUS
																							LACLPG
																							LACTAD
					X																		LACTMT
																							LARPRT
X																							LAVMCN
X																							LAVMDP
																							LAXTRT
																							LBATPT
																							LBATUD
																					X		LBLDSR
	X																						LCCSSP
																							LCHUD1
																							LCHUD2
																							LCLIUD
																					X		LCMPDQ
																							LCMPSM
																							LCOLCG

PROCEDURE/PROGRAM
CROSS REFERENCE

PRFLM006	PRFLM007	PRFLM008	PRFLM009	PRFLM010	PRFLM011	PRFLM012	PRFLM013	PRFLM014	PRFLM015	PRFLM016	PRFLM017	PRFLO001	PRFLO002	PRFLO003	PRFLO004	PRFLO005	PRFLO006	PRFLO007	PRFLO008	PRFLO009	PRFLO010	PRFLACTR	PROCEDURE PROGRAM
																				X	X		LCOLST
																							LDACRT
																		X					LDALST
																							LDAQEL
																							LDECMT
																							LDHUPD
											X	X											LDTLST
																							LEGAL
																							LLTBLD
																							LLTPRT
																							LLTSTA
																							LMHUPD
																							LNCHG
							X																LPGCMP
																					X		LPGCT1
																							LPGCT2
																					X		LPGGEN
									X														LPGNIS
					X	X																	LPGLTB
									X														LPGPRG
							X																LPGUTB
																							LPHDL1
																							LPHDL2

**PROCEDURE/PROGRAM
 CROSS REFERENCE**

PRFLM006	PRFLM007	PRFLM008	PRFLM009	PRFLM010	PRFLM011	PRFLM012	PRFLM013	PRFLM014	PRFLM015	PRFLM016	PRFLM017	PRFLO001	PRFLO002	PRFLO003	PRFLO004	PRFLO005	PRFLO006	PRFLO007	PRFLO008	PRFLO009	PRFLO010	PRFLACTR	PROCEDURE	PROGRAM
										X													LPRSCN	
																								LPRTSR
																								LQLOAD
																			X					LSUMAC
														X										LTMUSE
														X		X								LTRNDF
															X	X								LTRNDP
													X											LTRNDU
																								LTRPLY
																								LUD400
																								LUD500
																								LUPDAT
						X																		LUSEMT
																								LUTFMT
																	X							LWROFE
																	X							LWROFP
																								RECVRY

**PROCEDURE/PROGRAM
CROSS REFERENCE**

PRFLO012	PRFLO013	PRFLO014	PRFLO015		PROCEDURE PROGRAM
					CCSPAS
X	X	X	X		CHEKID
					CLIENT
		X			CLXTRT
X					COMPAY
X					DIRPAY
		X			INVCLI
		X			INVCUS
					LACLPG
					LACTAD
					LACTMT
					LARPRT
					LAVMCN
					LAVMDP
					LAXTRT
					LBATPT
					LBATUD
					LBLDSR
					LCCSSP
					LCHUD1
					LCHUD2
		X	X		LCLIUD
					LCMPDQ
					LCMPSM
					LCOLCG

**PROGRAM/SUBROUTINE
CROSS REFERENCE**

LCOLCG	LCOLST	LDACRT	LDALST	LDAOEL	LDECMT	LDHUPD	LDTLST	LEGAL	LLTBLD	LLTPRT	LLTSTA	LMHUPD	LMCHG	LPGCMP	LPGCT1	LPGCT2	LPGGEN	LPGLIS	LPGLTB	LPGRPG	PROGRAM	SUBROUTINE	
					X																	ADDDT1	
					X																		ADDIT
					X																		ALVDT1
					X																		APMDT1
					X																		AREDIT
																	X						ASCBIN
																							AVMBIT
									X														AVMCKD
									X														AVMCKV
									X														AVMSRT
									X														AVMVAC
																	X		X				BINASC
					X																		BLKDT1
									X														CCSADD
	X							X	X	X	X	X	X				X		X				CCSBLK

**PROGRAM/SUBROUTINE
CROSS REFERENCE**

LCOLCG	LCOLST	LDACRT	LDALST	LDAQEL	LDEGMT	LDHUPD	LDTLST	LEGAL	LLTBLD	LLTPRT	LLTSTA	LMHUPD	LMCHG	LPGCMP	LPGCT1	LPGCT2	LPGGEN	LPGLIS	LPGLTB	LPGRPG	PROGRAM	SUBROUTINE
		X						X	X	X	X	X	X				X					CCSCST
																						CCSEAC
		X						X	X	X		X	X				X		X			CCSGET
		X						X	X	X		X	X		X	X	X		X	X		CCSHXA
		X	X					X	X	X	X	X	X		X	X	X		X	X		CCSMVA
		X	X					X	X	X							X					CCSPUT
								X														CCSPYT
								X														CCSTIM
																						CHNGNF
																						CLCHNG
																						CLDISP
																						CLMAIN
																						CLNAME
																						CONUPD

LCOLCG	LCOLST	LDACRT	LDALST	LDAQEL	LDECMT	LDHUPD	LDTLST	LEGAL	LLTBLD	LLTPRT	LLTSTA	LMHUPD	LNMCHG	LPGCMP	LPGCT1	LPGCT2	LPGGEN	LPLGIS	LPGLTB	LPGRPG	PROGRAM	SUBROUTINE
		X						X				X										COSUPD
																						DATHAN
					X																	DEBDT1
					X																	DELDT1
					X																	DPTDT1
					X																	DSPDT1
								X	X	X	X											EDIT
	X		X					X	X	X	X	X	X	X	X	X	X		X	X		FILERR
								X														FLEGAL
																						FORMLN
																						FUPD4X
	X						X	X														GETACT
								X														GETCHF
																						GETMAS
	X			X																		GPMdT1

**PROGRAM/SUBROUTINE
CROSS REFERENCE**

LCOLCG	LCOLST	LDACRT	LDALST	LDAQEL	LDECMT	LDHUPD	LDTLST	LEGAL	LLTBLD	LLTPRT	LLTSTA	LMHUPD	LMCHG	LPGCMP	LPGCT1	LPGCT2	LPGEN	LPGLIS	LPGLTB	LPGRG	PROGRAM	SUBROUTINE	
					X																	GTPDT1	
		X			X																		GTSDT1
								X	X	X		X											ICCSAD
								X															LABHAN
								X															LACTED
																							LAFUPD
		X				X					X												LAHEAD
								X															LCHEKQ
								X															LCHENT
								X															LCHSCR
								X															LCLANX
								X															LDAASC
								X															LDSPLY
					X																		LDTDT1

**PROGRAM/SUBROUTINE
CROSS REFERENCE**

LCOLCG	LCOLST	LDACRT	LDALST	LDAQEL	LDECMT	LDHUPD	LDTLST	LEGAL	LLTBLD	LLTPRT	LLTSTA	LMHUPD	LNMCCHG	LPGCMP	LPGCT1	LPGCT2	LPGEN	LPGLIS	LPGLTB	LPGRPG	PROGRAM	SUBROUTINE	
								X														LEACTS	
								X															LEATRN
		X																					LFTND1
								X															LNMSRC
								X															LPCPRC
																	X						LPGEN0
																	X						LPGEN1
																	X						LPGEN3
																	X						LPGLST
																	X						LPGN2E
																	X						LPGN2P
								X															LPKAMT
					X																		LRTVD1
								X															LSVTRN
									X														LTPRNT

**PROGRAM/SUBROUTINE
CROSS REFERENCE**

LCOLCG	LCOLST	LDACRT	LDALST	LDAOEL	LDECMT	LDHUPD	LDTLST	LEGAL	LLTBLD	LLTPRT	LLTSTA	LMHUPD	LNMCHG	LPGCMP	LPGCT1	LPGCT2	LPGGEN	LPGLIS	LPGLTB	LPGPRG	PROGRAM			
																						SUBROUTINE		
																							RPGDT1	
																								RSWIT
																								SUMHD
																								TAPHAN
																								TOTALP
																								TOTEDT
		X																						TRHDT1
		X																						TVPDT1
																								UNCUPD
																								UP4END
																								UP4FML
																								UP4GTC
																								UP4GTM
																								UP4INI
																								UP4LAB

CROSS REFERENCE

LCOLCG	LCOLST	LDACRT	LDALST	LDQEL	LDECMT	LDHUPD	LDTLST	LEGAL	LLTBLD	LLTPRT	LLTSTA	LMHUPD	LNMGHG	LPGCMP	LPGCT1	LPGCT2	LPGEN	LPGLIS	LPGLTB	LPGRG	PROGRAM	SUBROUTINE	
																						UP4NXT	
																							UP4PRT
																							UP4TOT
																							UPDEND
																							UPDIT
																							UPINIT
		X																					VALDT1

**PROGRAM/SUBROUTINE
CROSS REFERENCE**

	LPGUTB	LPHDL1	LPHDL2	LPRSCN	LPRTSR	LQLOAD	LSUMAC	LTMUSE	LTRNDF	LTRNDP	LTRNDU	LTRPLY	LUD400	LUD500	LUPDAT	LUSEMT	LUTFMT	LWROFE	LWROFP	RECVRY		PROGRAM	SUBROUTINE
													X										UP4NXT
												X											UP4PRT
												X											UP4TOT
												X	X										UPDEND
														X									UPDIT
														X									UPINIT
																							VALDT1



FILE AND PROGRAM NAMES - CCS VS LA

T

This appendix contains a list of the CCS file and program names and their equivalent LA name.

DESCRIPTION	CCS NAME	LA NAME
Account aging-trend analysis	ACCAGE	LAACCAGE
Collector activity file	ACTFIL	LAACTFIL
Active users	ACTIVE	LAACTIVE
Activity verification table	ACTVERTB	LAACTVTB
Add account	ADDACT	LAADDACT
Trend analysis - output of sort of ACCAGE & RSWFIL	AGEWRK	LAAGEWRK
Activity verification table input (editor)	AVMDESC	LAAVMDSC
Collector statistics	COLSTATS	LACOLSTS
Cosigner	COSIGNER	LACOSIGN
Daily assignment start	DAQUE	LADAQUE
Decision table	DECTBL	LADECTBL
Delinquent master	DELQMST	LADLQMST
Daily assignment	DLYASN	LADLYASN
Accounts assigned for supervisor review	DLYWRK	LADLYWRK
Inactive accounts	INACCT	LAINACCT
Temporary sort output file	INTEMP	LAINTEMP
Letter description input (editor)	LTRDESC	LALTRDSC
Letter format	LTRFIL	LALTRFIL
News	NEWS	NEWS
Report generator extract	PGEXTR	LAPGEXTR
Report generator procedure stream	PRCWRK	LAPRCWRK
Report generator program name	RPTPGM	LARPTPGM
Report generator data names	RPTTBL	LARPTTBL
Report generator extract program file	RPTWKE	LARPTWKE
Report generator print program file	RPTWKP	LARPTWKP
Trend analysis	RSWFIL	LARSWFIL
Screen description input (editor)	SCRNDESC	LASCNDSC
Screen format	SCRNFILE	LASCNFIL
Supervisor DTLLST (LDTLST) requests	SREQDL	LASREQDL
Summary data of accounts in history	SUMHIST	LASUMHST
Identifying data of accounts in tape history	TAPEARC	LATAPARC
Transaction	TRANFL	LATRANFL
Second (backup) transaction	TRNBCK	LATRNBCK
Reformatted transaction	TRNSFL	LATRNSFL
Supervisor requests for updating accounts from history	UPHSTCM	LAUPHSCM
Temporary update from history requests	UPREQ	LAUPDREQ
Utility	UTIFIL	LAUTIFIL
Temporary write-off report	WOEF	LAWOEF
Client master	N/A	LACLIENT
Client inventory reports	N/A	LACLINV
Sequential file of keys used to access client master file	N/A	LADLQKEY
Temporary transaction file-financial update	N/A	LAFILTMP
Sort output of LAFILTMP and LATRNSFL (transactions)	N/A	LAFINTRN
Payment (transaction) file created by nightly batch update	N/A	LAPMTFIL
Temporary transaction file - audit trail report	N/A	LARPTDAT

PROGRAM NAMES - CCS vs LA

<u>CCS</u>	<u>LA</u>
ACTADD	LAACTAD
ACTMTN	LACTMT
AVMCON	LAVMCN
AVMDMP	LAVMDP
BLDSRN	LBLDSR
CCSPAS	LCCSSP
CCSSPC	Same prog. as CCS
CHEKID	Same prog. as CCS
CHUPD1	LCHUD1
CHUPD2	LCHUD2
CHPDLQ	LCMPDQ
CMPSUM	LCMPSM
COLCHG	LCOLCG
COLECT	LEGAL
COLSTS	LCOLST
CPYIND	Same prog. as CCS
DACRTE	LDACRT
DALIST	LDALST
DAQUEL	LDAGEL
DECMTN	LDECMT
DHUPDT	LDHUPD
DTLLST	LDTLST
LTRBLD	LLTBLD
LTRPRT	LLTPRT
LTRSTA	LLTSTA
MHUPDT	LMHUPD
NEWS	Same Prog. as CCS
NMCHNG	LNMCHG
PGCMPR	LPGCMP
PGCNT1	LPGCT1
PGCNT2	LPGCT2
PGGEN	LPGGEN
PGLIST	LPGLIS
PGLTTB	LPGLTB
PGPURG	LTGPRG
PGUPTB	LPGUTB
PHDEL1	LPHDL1
PHDEL2	LPHDL2
PRETSR	LPRTSR
PRTSCN	LPRSCN
QLOAD	LQLOAD
SUMACL	LSUMAC
TIMUSE	LTMUSE
TRENDF	LTRNDF
TRENDP	LTRNDP
TRENDU	LTRNDU
TRNPLY	LTRPLY
UIDMTN	Same prog. as CCS
UPDATE	LUPDAT
UPD400	LUD400
UPD500	LUD500
USEMTN	LUSEMT
UTFMTN	LUTFMT
WRTOFE	LWROFE
WROFP	LWROFP
N/A	CLIENT
N/A	CLXTRT
N/A	COMPAY
N/A	DIRPAY
N/A	INVCLI
N/A	INVCUS
N/A	LACLPG
N/A	LARPRT
N/A	LAXTRT
N/A	LBATPT
N/A	LBATUD
N/A	LCLIUD
N/A	RECVRY

COMMENT SHEET

MANUAL TITLE CYBERCREDIT Collection System (CCS) Version 3 Reference Manual

PUBLICATION NO. 60475230 REVISION A

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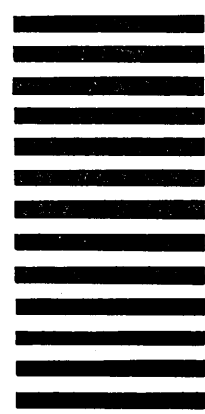
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