

Seamless Acceptance User Guide for External Users

Version 1.0 January 13, 2013

Table of Contents

Change His	tory	3
Section 1	Seamless Acceptance	4
1.1 S	eamless Acceptance Reporting	4
1.1.1	Seamless Acceptance Dashboard	5
1.1.2	Seamless Acceptance Summary Report	
1.1.3	Seamless Acceptance Error Type Report	
1.1.4	Seamless Acceptance Job Report	
1.1.5	Barcode Scan Rates by Facility	
1.1.6	Seamless Acceptance Job Error Type Report	
1.1.7	Seamless Acceptance Error Type Trending Report	
1.1.8	Seamless Acceptance Detailed Error Report	
1.1.9	Seamless Acceptance Job Exception Report (eDoc Submitter)	
1.1.10	Seamless Acceptance Job Exception Detail Report (eDoc Submitter)	21
Section 2	Undocumented Scanning	21
2.1 U	ndocumented Scan Reporting	
2.1.1	Undocumented Summary Report	21
2.1.2	Undocumented Report by Scan Facility	
2.1.3	Undocumented Trending Report	
2.1.4	Undocumented Detailed Report	23
Section 3	Mail Preparation and Data Quality Dashboard	
4.1.1	Mail Preparation and Data Quality Dashboard - Sampling Verifications	
4.1.2	Mail Preparation and Data Quality Dashboard - Seamless Acceptance	

Change History

U		
Date	Version	Section # - Updates
01/13/2013	1.0	Initial Submission

Section 1 Seamless Acceptance

1.1 Seamless Acceptance Reporting

Seamless Acceptance Reporting will consist of several report sets (aggregated by eDoc Submitter, Mail Preparer, and Mail Owner) that will allow users to view Seamless Acceptance data, including detailed error information. Users will also have the ability to view undocumented scans through the Undocumented Summary Report. Lastly, users will be able to access three dashboards (aggregated by eDoc Submitter, Mail Preparer, and Mail Owner) to view summary level information for Seamless Acceptance errors, barcode scan rates, and undocumented mail.



To view data aggregated by eDoc Submitter, click the eDoc Submitter folder within the Seamless Acceptance folder. To view data aggregated by Mail Preparer, click the Mail Preparer folder within the Seamless Acceptance Folder. To view data aggregated by Mail Owner, click the Mail Owner folder. The following screenshots and report descriptions will pertain to reports found within the eDoc Submitter folder, but are very similar to the Mail Preparer and Mail Owner reports.

There will be four entry points to access Seamless Acceptance data (noted in yellow "Folder Access" section below):

- Seamless Acceptance Dashboard
- Seamless Acceptance Summary Report
- Seamless Acceptance Error Type Report
- Undocumented Summary Report.

There are multiple drill paths within these reports that add additional data-viewing capabilities (noted in green "Drill Access" section below). The reports are related in the following way:



1.1.1 Seamless Acceptance Dashboard

The Seamless Acceptance Dashboard will consist of three sections: Errors by Type, Barcode Scan Rates and Undocumented Mail. It will provide users with a *high level overview* of Seamless Acceptance errors, barcode scan rates, and undocumented mail with the ability to drill into related reports (outlined above) for more detail.

The Seamless Acceptance Dashboard(s) prompt users to enter the following information:

- Date Range (Calendar Month): Required.
- CRID(s): Optional. The CRID prompt will include all CRIDs associated to the user in the Business Customer Gateway.
- Warnings or Errors: Optional. User can limit report results by selecting Errors or Warnings only. Selecting none will include all validations.
- IMsb Status: Optional. Users can limit report results by selecting Intelligent Mail small business jobs. Selecting none will include all jobs.
- SST Status: Optional. Users can limit report by selecting Self-Service Terminal jobs (jobs that contain Postage Statements finalized on the SST). Selecting none will include all jobs.

1.1.1.1 Seamless Acceptance Dashboard – Errors by Type, Trending

Upon running the Seamless Acceptance Dashboard, the report will default to displaying the Errors by Type tab. Within this tab (seen in red background), there are several selectors (seen in blue background). Choosing selectors will allow the user the see data in unique ways. Please note that the chosen/selected selector will display with a white background (as opposed to light blue for the non-selected selector).

The following selectors are available in the Errors by Type tab when the Trending selector is clicked:

- 1. # Errors / % Errors
- 2. Month / Date
- 3. Totals / Trending

Users can toggle between these selectors to view error metrics in unique combinations as needed.

Percentage of Errors by Type (Date) Trending is the default view that will be displayed upon entering the Seamless Acceptance Dashboard. This means that the following selectors will be defaulted in the Errors by Type tab upon entering the report:

- 1. % Errors
- 2. Date
- 3. Trending

	Seamless Acceptance Dashboard		<u> </u>
	Errors by Type Barcode Scan Rates Undocumented Mail		
<u>Seamless</u> <u>Seamless</u> <u>Seamless</u>	Acceptance Error Type Report Acceptance Job Error Type Report Acceptance Error Type Trending Report Acceptance Error Type Trending Report	Click here to view allowe Source:	ed selector combinations Level: Piece
100.0%	Percentage of Errors by Type	Error Type: (All) Appointment	Metric: ✓ % Not in Error → % Not in Error National Avera
60.0%		Barcode Quality Barcode Uniqueness By/For Delivery Point eDoc	Month: (All) SEPTEMBER 2012 AUGUST 2012
40.0%		Mail Characteristic Mailer ID Move/Update Nesting/Sortation	✓ JULY 2012 ✓ JUNE 2012 ✓ MAY 2012 ✓ APRIL 2012 ✓ MAPCH 2012
0.0%	9/16/2012 9/17/2012 Mailing Date	Postage Service Performance Service Type Undocumented Veight	✓ FEBRUARY 2012 ✓ JANUARY 2012 ✓ DECEMBER 2011 ✓ NOVEMBER 2011 ✓ OCTOBER 2011
	% Not in Error Mail Characteristic % Not in Error Postage Weight		

To the right of the graph report, the user can view several dropdowns and checkboxes that allow them to filter data as needed.

- 1. Source (dropdown): Allows the user to filter the report on the source of the data (eDoc Verification, Manual Sampling, MPE Scan, eInduction, or All Sources)
- 2. Level (dropdown): Allows the users to filter the report on error level (Container, Handling Unit, Job, Piece, or Piece Range)
- 3. Error Type (checkboxes): Allows the user to filter the report on error type (includes an "All" option)
- 4. Metric (checkboxes): Allows the user to select what metric(s) they would like to see on the graph
 - a. % Not in Error: The number of Container, Handling Unit, or Pieces *not* in error as a percent of the total number of Containers, Handling Units, or Pieces (meaning 100% is *good*)
 - b. % Errors National Average: The number of Container, Handling Unit, or Piece errors as a percentage of the total number of Container, Handling Unit, or Pieces across all jobs and mailers for the selected time period
- 5. Month (checkboxes): Allows the user to select what months they would like to see on the graph if multiple months or full year(s) were selected in initial prompts.

The following defaults will be set upon entering the report:

- 1. Source: Total (All Sources)
- 2. Level: Piece
- 3. Error Type: Entry Facility, Mail Characteristic, Postage, Weight
- 4. Metric: % Not in Error
- 5. Month: All

Users will have the ability to drill to the following reports by clicking the three links in the upper left-hand corner of the report:

- 1. Seamless Acceptance Error Type Report: View a breakdown of errors by error type for the selected eDoc Submitter, Mail Preparer, or Mail Owner
- 2. Seamless Acceptance Job Error Type Report: View a breakdown of errors by error type for the selected job(s)
- 3. Seamless Acceptance Error Type Trending Report: View graphical error type information trending over time for the selected eDoc Submitter, Mail Preparer, or Mail Owner

1.1.1.2 Seamless Acceptance Dashboard – Errors by Type, Totals

Users can access totals metrics (as opposed to trending) by clicking the Totals selector in the upper righthand corner of the report. This view will have dropdowns and checkboxes on the right-hand side of the report similar to the Errors by Type (Trending) view. However, it will instead display all selected metrics as a sum over time. For example, while the Errors by Type (Trending) section will display % Not in Error broken out by date or by month, the Errors by Type (Totals) section will display % Not in Error as a single number for the CRID(s) and date range selected in the initial prompts.



Users can adjust the graph using the selectors on the right-hand side of the report.

Users will have the ability to drill to the following reports by clicking the three links in the upper-left-hand corner of the report:

1. Seamless Acceptance Error Type Report: View a breakdown of errors by error type for the selected eDoc Submitter, Mail Preparer, or Mail Owner

- 2. Seamless Acceptance Job Error Type Report: View a breakdown of errors by error type for the selected job(s)
- 3. Seamless Acceptance Error Type Trending Report: View graphical error type information trending over time for the selected eDoc Submitter, Mail Preparer, or Mail Owner

1.1.1.3 Seamless Acceptance Dashboard – Barcode Scan Rates, Trending

The Barcode Scan Rates section of the Seamless Acceptance Dashboard will allow the user to view Container, Handling Unit, and Piece Scan Rates. This tab will default to displaying the trending graph by date. This report also provides the ability to display metrics over time by month or by date by clicking "Month" and "Date" buttons.

The container and piece barcode scan rates are broken out to allow for display of the *raw* and *adjusted* scan rates. The handling unit barcode scan rates display the *raw* scan rate. The piece scan rates are adjusted by removing pieces for which a scan is not expected based on mail class, processing category, rate category, entry type facilities, and non-automation zones. The container scan rates are adjusted based on a facility's performance over the last 45 days. For example, if a facility has a container scan rate of 50%, and the container scan rate for a CRID is 40% at that facility, the adjusted container scan rate will be 80% and will display as such on this section of the Seamless Acceptance Dashboard. This section of the Dashboard will default to displaying [Raw] Piece Scan Rate, Adjusted Piece Scan Rate, [Raw] Container Scan Rate, and Adjusted Container Scan Rate.



Users can adjust the graph using the selectors on the right-hand side of the report.

Users will have the ability to drill to the following report by clicking the link in the upper left-hand corner of the report:

1. Seamless Acceptance Summary Report: View summary-level information for the selected date range and CRID

1.1.1.4 Seamless Acceptance Dashboard – Barcode Scan Rates, Totals

The Barcode Scan Rates (Totals) section of the Seamless Acceptance Dashboard will allow the user to view raw and adjusted Container, Handling Unit, and Piece Scan Rates in *total* for the CRID and date range selected in the prompts (as opposed to trending over time).

As is with the Barcode Scan Rates (Trending), the container and piece barcode scan rates allow for display of both the *raw* and *adjusted* scan rate, while the handling unit barcode scan rate allows for display of the *raw* scan rate.



Users will have the ability to drill to the following report by clicking the link in the upper left-hand corner of the report:

1. Seamless Acceptance Summary Report: View summary-level information for the selected date range and CRID

1.1.1.5 Seamless Acceptance Dashboard – Undocumented Mail, Trending

The Undocumented Mail section of the Seamless Acceptance Dashboard will allow the user to view the number of Undocumented containers, handling units, and pieces for the selected CRID(s) and date range. This tab will default to displaying the trending graph by date. This report also provides the ability to display metrics over time by month or by date by clicking the "Month" and "Date" buttons.

It is important to note that for sizing proportion purposes, Container and Handling Unit counts are displayed against the *left* y-axis, while Piece counts are displayed against the *right* y-axis.



Users can adjust the graph using the selectors on the right-hand side of the report.

Users will have the ability to drill to the following report by clicking the link in the upper left-hand corner of the report:

1. Undocumented Summary Report: View aggregate counts of container, handling unit, and piece scans that could not be associated to an eDoc in SASP with the ability to drill into more detailed reports

1.1.1.6 Seamless Acceptance Dashboard – Undocumented Mail, Totals

The Undocumented Mail (Totals) section of the Seamless Acceptance Dashboard will allow the user to view the number of Undocumented containers, handling units, and pieces in *total* for the CRID and date range selected in the prompts (as opposed to trending over time).

As is with the Undocumented Mail (Trending), it is important to note that for sizing proportion purposes, Container and Handling Unit counts are displayed against the *left* y-axis, while Piece counts are displayed against the *right* y-axis.

Seamless Acceptance Dashboard

Undocumented Summary Report Totals Trending Undocumented Mail 70,000 1.400.000 60,000 1,200,000 50,000 1,000,000 **Containers and Handling Units** 40,000 800,000 leces 30,000 600,000 20.000 400,000 10,000 200,000 ¢ 0 🔲 # Undocumented Containers 🔲 # Undocumented Handling Units 🔲 # Undocumented Pieces

Errors by Type | Barcode Scan Rates | Undocumented Mail

Users will have the ability to drill to the following report by clicking the link in the upper left-hand corner of the report:

1. Undocumented Summary Report: View aggregate counts of container, handling unit, and piece scans that could not be associated to an eDoc in SASP with the ability to drill into more detailed reports

1.1.2 Seamless Acceptance Summary Report

The Seamless Acceptance Summary Report will prompt the user to enter the following information:

- Date Range (Calendar Month): Required.
- CRID(s): Optional. The CRID prompt will include all CRIDs associated to the user in the Business Customer Gateway.
- Warnings or Errors: Optional. User can limit report results by selecting Errors or Warnings only. Selecting none will include all validations.
- IMsb Status: Optional. Users can limit report results by selecting Intelligent Mail small business jobs. Selecting none will include all jobs.
- SST Status: Optional. Users can limit report by selecting Self-Service Terminal jobs (jobs that contain Postage Statements finalized on the SST). Selecting none will include all jobs.

The Seamless Acceptance Summary Report will display a summary of barcode scan rates and select errors. This data will be aggregated by eDoc Submitter, Mail Preparer, or Mail Owner depending on which report the user runs (Seamless Acceptance Summary Report (eDoc Submitter), Seamless Acceptance Summary Report (Mail Preparer), or Seamless Acceptance Summary Report (Mail Owner)).

eDoc Submitter		Piece Scan Rate	Adjusted Pie	ce Handling Unit	Container Scan	Adjusted	# Pieces	# Handling	# Containers
			Scan Ra	ite Scan Rate	Rate	Container Scan		Units	•
123456 - MSTR De	mo CRID	0.78%	7.4	6% 6.34%	3.25%	75.00%	243,794	546	6 16,019
20400555 - 123 STORE (94403-2503)		0.86%	30.8	2% 10.54%	10.65%	34.00%	78,931	9,543	5,651
Total		0.84%	23.47	9.17%	7.53%	37.04%	322,725	10,089	21,670
# Container Entry	# Projected	% Container Entry	# Piece Mail	# Projected Piece	% Piece Ma	il # Piece Postag	e # Proje	cted Piece	% Piece Postage
Facility Errors	Container Entry	Facilities Not in	Characteristic	Mail Characteristic	Characteristics No	ot Error	s Post	age Errors	Not in Error
-	Facility Errors	Error	Errors	Errors	in Erro	or			
0	0	100.00%	0	0	100.00	%	3	7,979	96.73%
4	4	99.93%	0	0	100.00	%	0	0	100.00%
4	4	99.98%	0	0	100.009	/o	3	7,979	97.53%
4 place 10/21-1-4	" p ! ! ! p!								
# Piece weight	# Projected Piece	% Piece weight							
Errors	Weight Errors	Not in Error							
0	(100.00%							
0	(100.00%							
0	C	100.00%							

The Seamless Acceptance Summary Report will have three drill paths, which can be viewed by **rightclicking** the hyperlinks in the first column, as pictured below.

eDoc Submitter	Piece Scan Rate	Adjusted Piece Scan Rate	Handling Unit Scan Rate	Container Scan Rate	Adjusted Container Scan Rate	# Pieces
3275196 - 6 PM.COM (40165-89 P Drill E Seamless	Acceptance Error Type Report	48.89%	17.39%	100.00%	100.00%	7,000
123456 - MSTR Demo CRID	Acceptance Job Report	100.00%	23.81%	75.00%	75.00%	243,794
Total	Acceptance 500 Report	52.08%	20.45%	83.33%	83.33%	250,794
E Seamless	Acceptance Error Type Trending Repor	rt				
Barcode :	Scan Rates by Facility					
More opt	tions					

Users will have the ability to drill to the following reports:

- 1. Seamless Acceptance Job Report: View Seamless summary metrics by job for the selected eDoc Submitter, Mail Preparer, or Mail Owner
- 2. Seamless Acceptance Error Type Report: View a breakdown of errors by error type for the selected eDoc Submitter, Mail Preparer, or Mail Owner
- 3. Seamless Acceptance Error Type Trending Report: View graphical error type information trending over time for the selected eDoc Submitter, Mail Preparer, or Mail Owner
- 4. Barcode Scan Rates by Facility: View raw and adjusted barcode scan rate metrics by area, district, and facility.

1.1.3 Seamless Acceptance Error Type Report

The Seamless Acceptance Error Type Report can be accessed by drilling from the Seamless Acceptance Summary Report and Seamless Acceptance Dashboard. It can also be accessed directly through the Seamless Acceptance report folders.

When accessed directly, the report prompts the user for the following:

Required: Date range, CRID

Optional: Error Type, Warnings or Errors, IMsb Status, SST Status

This report will display the following columns, aggregated by Error Type, for the selected eDoc Submitter, Mail Preparer, or Mail Owner:

- Error Type
- eDoc Submitter/Mail Preparer/Mail Owner (depending on initial folder selection)

- Threshold: The USPS-configurable percentage threshold for the error type. If the percentage of errors for the record is greater than the configurable percentage threshold for the error type, the text for that percentage will appear in red font.
- Number of Container Errors
- Number of Handling Unit Errors
- Number of Piece Errors
- Number of Projected Container Errors: The total number of projected container errors. Errors as a result of manual sampling are extrapolated to reflect the volume of the entire mailing to allow for a more appropriate comparison with eDoc and MPE errors. The number of "projected" errors applies to errors discovered through Manual Sampling. For errors that are not discovered through sampling/do not need projections across non-sampled pieces, the number of projected errors is equal to the number of errors. Projected calculation for sampling errors is as follows: If a job has samples, the projected error counts are generated by multiplying the sample error rate (error count divided by sample count) by the total job volume for each error. If the job does not have samples, the average error rate for the CRID over the last 45 days is calculated for each manual sampling verification error. These rates are then multiplied by the appropriate total volume for the job.
- Number of Projected Handling Unit Errors: The total number of projected handling unit errors. Errors as a result of manual sampling are extrapolated to reflect the volume of the entire mailing to allow for a more appropriate comparison with eDoc and MPE errors. The number of "projected" errors applies to errors discovered through Manual Sampling. For errors that are not discovered through sampling/do not need projections across non-sampled pieces, the number of projected errors is equal to the number of errors. Projected calculation for sampling errors is as follows: If a job has samples, the projected error counts are generated by multiplying the sample error rate (error count divided by sample count) by the total job volume for each error. If the job does not have samples, the average error rate for the CRID over the last 45 days is calculated for each manual sampling verification error. These rates are then multiplied by the appropriate total volume for the job.
- Number of Projected Piece Errors: The total number of projected piece errors. Errors as a result of
 manual sampling are extrapolated to reflect the volume of the entire mailing to allow for a more
 appropriate comparison with eDoc and MPE errors. The number of "projected" errors applies to
 errors discovered through Manual Sampling. For errors that are not discovered through
 sampling/do not need projections across non-sampled pieces, the number of projected errors is
 equal to the number of errors. Projected calculation for sampling errors is as follows: If a job has
 samples, the projected error counts are generated by multiplying the sample error rate (error count
 divided by sample count) by the total job volume for each error. If the job does not have samples,
 the average error rate for the CRID over the last 45 days is calculated for each manual sampling
 verification error. These rates are then multiplied by the appropriate total volume for the job.
- Percentage of Containers Not in Error: The number of projected containers not in error as a
 percentage of the total number of containers
- Percentage of Handling Units Not in Error: The number projected of handling units not in error as a
 percentage of the total number of handling units
- Percentage of Pieces Not in Error: The number of projected pieces not in error as a percentage of the total number of pieces
- Percentage of Containers Not in Error National Average: The number of projected container errors as a percentage of the total number of containers across all jobs and mailers for the selected time period
- Percentage of Handling Units Not in Error National Average: The number of projected handling units not in error as a percentage of the total number of handling units across all jobs and mailers for the selected time period

• Percentage of Pieces Not in Error National Average: The number of projected pieces not in error as a percentage of the total number of pieces across all jobs and mailers for the selected time period

The report will also include a Source dropdown in the page-by, allowing the user to filter the report on the source of the data (eDoc Verification, Manual Sampling, Census Scan, eInduction, or All Sources).

PAGE-BY: Source: Al	l Sources 🗨									? ×
ME	PE Scan							Data rows:	2 Data col	umns: 13
eDoc Submitter	Juites	Error Type			Threshold	# Container Errors	# Handli	ng Unit Errors	# Piece	
123456 - MSTR De	emo CRID		Postage			70.00%	0		0	
123456 - MSTR De	emo CRID		Undocumented	1		70.00%	0		0	
4 D'	4 Durlantad	# Duele stad	# projected piece	0. 0	04 11	0/ pi N-t i	0/ 0	u-t-l-0		
# Piece Errors	# Projected	# Projected	# Projected Piece	% Containers	% Handling	% Pieces Not in	% Containers r		o Handling	J UNITS NO
	Container Errors	Handling Unit	Errors	Not in Error	Units Not in	Error	Error Nat	tional	in Erro	or Nationa
2	0	Errors	7.070	100.00%	100.00%	06 73%	AV6			Average 100.000
3	0	0	7,979	100.00%	100.00%	96.73%	100	0.00%		100.00%
4	0	0	4	100.00%	100.00%	100.00%	9/	/.23%		91.319
% Pieces No Error Nation Aven 100.	ot in onal rage 00%									
00	03%									

The Seamless Acceptance Error Type Report will have two drill paths, which can be viewed by **rightclicking** the hyperlinks in the first column, as pictured below.

PAGE-BY: Source: All Sources						? ×
				0	ata rows: 14 Data colu	mns: 13
eDoc Submitter	Error Type		Threshold	# Container Errors	# Handling Unit Errors	# Pi
20163414 - MDX TESTERS (63155-9903)	Appoint P Dall	E Seamless Acceptance Joh	Error Type Report	65	0	
20163414 - MDX TESTERS (63155-9903)	Postage	Di Scamiess Acceptance 500	cirol Type Report	7,920	2	
20163414 - MDX TESTERS (63155-9903)	Barcode Filter on Selections	Seamless Acceptance Erro	r Type Trending Report	90	0	
20163414 - MDX TESTERS (63155-9903)	eDoc	More options		0	662	
20163414 - MDX TESTERS (63155-9903)	Nesting/Sortation		30.00%	1,196	0	
20162414 - MOV TECTERC (62166-0002)	Parcodo Uniquenese		20.00%	700	0	

Users will have the ability to drill to the following reports:

- 1. Seamless Acceptance Job Error Type Report: View a breakdown of errors by error type for the selected job(s)
- 2. Seamless Acceptance Error Type Trending Report: View graphical error type information trending over time for the selected error type and eDoc Submitter, Mail Preparer, or Mail Owner

1.1.4 Seamless Acceptance Job Report

The Seamless Acceptance Job Report can be accessed by drilling from the Seamless Acceptance Summary Report. This report will display a summary of barcode scan rates and select errors, aggregated by job for the selected eDoc Submitter, Mail Preparer, or Mail Owner:

eDoc Submitter		Cus	tomer Group ID	Job ID	User Lice	nse Date	Mailing Group ID	Adjusted	Piece Piece S	can Rate Handli	ng Uni	t Container Scan
					Code			Sca	n Rate	Sca	an Rate	e Rate
							-					
20400555 - 123 ST	ORE (94403	-2503)		SM012006	FRST	7/25/2012	320590					
20400555 - 123 ST	ORE (94403	-2503)		SM012006	FRST	7/25/2012	320590					
20400555 - 123 ST	ORE (94403	-2503)		SM012006	FRST	7/25/2012	320590					
							0				_	
Adjusted	# Pieces	# Handlin	g # Containers	; # FS-IN	MD Piece	# FS-IMD	# FS-I	MD # Cor	ntainer Entry	# Projecte	d %	Container Entry
Container Scan		Unit	5		Scans	Handling Unit	Container Sca	ns F	acility Errors	Container Entr	Y	Facilities Not in
Rate						Scans	1			Facility Error	s	Error
	31,320	22	20 1,000)					0		0	100.00%
	28,320	21	.7 100)								100.00%
	600	30	0 150)								100.00%
# Piece Mail	# Project	ed Piece	% Piece Mail	# Piece	Postage	# Projected Pi	iece % Piece F	ostage #	Piece Weight	t # Projected P	iece	% Piece Weight
Characteristic	Mail Chara	cteristic	Characteristics		Errors	Postage Er	rors Not	in Error	Errors	i Weight Er	rors	Not in Error
Errors		Errors	Not in Error									
0		0	100.00%		0		0 1	.00.00%	()	0	100.00%
			100.00%				1	.00.00%				100.00%
			100.00%				-	00.00%				100.00%

The Seamless Acceptance Job Report will have two drill paths, which can be viewed by **right-clicking** the hyperlinks in the Mailing Group ID column, as pictured below.

eDoc Submitter	Customer Group ID	Job ID	User License Code	Mailing Date	Mailing Group ID	Piece Scan Rate
20165090 - Streamlined Acceptance (63146-5277)			F Seamless Accent	4 /06 /0010		
20165090 - Streamlined Acceptance (63146-5277)			La beamess recept	ance sob Error Type Repor		
20165090 - Streamlined Acceptance (63146-5277)		00012608	FD E Seamless Accept	ance Detailed Error Report	Filter on Selections	
20165090 - Streamlined Acceptance (63146-5277)		BBHERE01	01 More options		29464	
20165090 - Streamlined Acceptance (63146-5277)		BBHERE01	0142	1/25/2012	429465	

Users will have the ability to drill to the following reports:

- 1. Seamless Acceptance Job Error Type Report: View a breakdown of errors by error type for the selected job(s)
- 2. Seamless Acceptance Detailed Error Report: View detailed error information for the selected job

1.1.5 Barcode Scan Rates by Facility

The Barcode Scan Rates by Facility Report can be accessed by drilling from the Seamless Acceptance Summary Report. This report will display a summary of raw and adjusted barcode scan rate metrics by area, district, and facility for the selected eDoc Submitter, Mail Preparer, or Mail Owner.

The Barcode Scan Rates by Facility Report dynamically displays metrics by Area, District, or Facility by using the hierarchy selectors (1, 2, 3) in the upper-left-hand corner of the report, as pictured below. Users can also use the '+' and '-' signs to expand and consolidate areas and districts as needed.

2 3						Data rows: 30	Data columns: 5
ctual Entry Point Area	Actual Entry Point District	Actual Entry Point Facility	Piece Scan Rate	Adjusted Piece Scan Rate	Handling Unit Scan Rate	Container Scan Rate	Adjusted Container Scan Rate
NORTHEAST			6.66%	100.00%	0.00%	100.00%	100.00%
	CONNECTICUT VALLEY		6.66%	100.00%	0.00%	100.00%	100.00%
	and the second second second	N11662 - 100 PEARL ST VIM	6.66%	100.00%	0.00%	100.00%	100.00%
EASTERN			5.02%	100.00%		100.00%	100.00%
	BOUTH JERSEY		5.02%	100.00%		100.00%	100.00%
		N10113 - #TRENTON APT NJ	5.02%	100.00%		100.00%	100.00%
WESTERN			0.44%	41.79%	11.24%	20.00%	20.00%
A BULLER	BNORTHLAND		6.50%	48.89%	17.39%	100.00%	100.00%
		N10107 - #ST CLOUD APT MN	6.50%	48.89%	17.39%	100.00%	100.00%
	DAKOTAS		35.67%	66.67%		30.00%	30.00%
		W1B129 - 1ST WESTERN BANK CS 1	35.67%	66.67%		30.00%	30.00%
	MID-AMERICA		32.61%	8.33%	2.22%	0.00%	0.00%
		N11882 - (CTC)R R DONNELLY	32.61%	8.33%	2.22%	0.00%	0.00%
	ALASKA		0.15%	42.86%	23.81%	23.08%	23.08%
		N10525 - #SAN JUAN AK	0.41%	100.00%	23.81%	75.00%	75.00%
		N10548 - #UMIAT APT AK	0.02%	0.00%		0.00%	0.00%
PACIFIC			6.49%	100.00%	19.05%		
	SIERRA COASTAL		6.49%	100.00%	19.05%		
		N11892 - #VISALIA AIRPORT	6.49%	100.00%	19.05%		
	SAN FRANCISCO		6.49%	100.00%	19.05%		
		N12151 - (MBE) MAIL BOXES ETC.CONTRACT	6.49%	100.00%	19.05%		
SOUTHERN			1.56%	31.55%	11.04%	0.91%	11.52%
	SUNCOAST		6.49%	100.00%	19.05%		
		Y22224 - 1ST STREET CARRIER ANNEX	6.49%	100.00%	19.05%		
	DALLAS		1.46%	31.48%	10.93%	0.91%	11.52%
		W23426 - DALLAS	1.46%	31.48%	10.93%	0.91%	11.52%
GREAT LAKES			6.50%	48.89%	17.39%	100.00%	100.00%
	GREATER INDIANA		6.50%	48.89%	17.39%	100.00%	100.00%
2 C	- A management of the second of the Second second	N11895 - 3 B TECH	6.50%	48.89%	17.39%	100.00%	100.00%
otal			1.27%	34.21%	10.84%	0.96%	12.66%

The Barcode Scan Rates by Facility Report will have no drilling capabilities.

1.1.6 Seamless Acceptance Job Error Type Report

The Seamless Acceptance Job Error Type Report can be accessed by drilling from the Seamless Acceptance Error Type Report, Seamless Acceptance Job Report, Seamless Acceptance Error Type Trending Report, and Seamless Acceptance Dashboard. This report will display job information and corresponding error type information, aggregated by job and error type, in the following columns:

- CRID: (eDoc Submitter, Mail Preparer, or Mail Owner)
- Mailing Group ID: USPS assigned ID for the mailing submitted
- Customer Group ID: The customer group ID of the job
- Job ID: Job ID submitted in the eDoc

- User License Code: Unique ID provided by IDEAlliance for each Mail.dat eDoc submitter
- Mailing Date: Postage Statement Mailing Date submitted in the eDoc.
- Error Type
- Threshold: The USPS-configurable percentage threshold for the error type. If the percentage of errors for the record is greater than the configurable percentage threshold for the error type, the text for that percentage will appear in red font.
- Number of Container Errors
- Number of Handling Unit Errors
- Number of Piece Errors
- Number of Projected Container Errors: The total number of projected container errors. Errors as a result of manual sampling are extrapolated to reflect the volume of the entire mailing to allow for a more appropriate comparison with eDoc and MPE errors. The number of "projected" errors applies to errors discovered through Manual Sampling. For errors that are not discovered through sampling/do not need projections across non-sampled pieces, the number of projected errors is equal to the number of errors. Projected calculation for sampling errors is as follows: If a job has samples, the projected error counts are generated by multiplying the sample error rate (error count divided by sample count) by the total job volume for each error. If the job does not have samples, the average error rate for the CRID over the last 45 days is calculated for each manual sampling verification error. These rates are then multiplied by the appropriate total volume for the job.
- Number of Projected Handling Unit Errors: The total number of projected handling unit errors. Errors as a result of manual sampling are extrapolated to reflect the volume of the entire mailing to allow for a more appropriate comparison with eDoc and MPE errors. The number of "projected" errors applies to errors discovered through Manual Sampling. For errors that are not discovered through sampling/do not need projections across non-sampled pieces, the number of projected errors is equal to the number of errors. Projected calculation for sampling errors is as follows: If a job has samples, the projected error counts are generated by multiplying the sample error rate (error count divided by sample count) by the total job volume for each error. If the job does not have samples, the average error rate for the CRID over the last 45 days is calculated for each manual sampling verification error. These rates are then multiplied by the appropriate total volume for the job.
- Number of Projected Piece Errors: The total number of projected piece errors. Errors as a result of
 manual sampling are extrapolated to reflect the volume of the entire mailing to allow for a more
 appropriate comparison with eDoc and MPE errors. The number of "projected" errors applies to
 errors discovered through Manual Sampling. For errors that are not discovered through
 sampling/do not need projections across non-sampled pieces, the number of projected errors is
 equal to the number of errors. Projected calculation for sampling errors is as follows: If a job has
 samples, the projected error counts are generated by multiplying the sample error rate (error count
 divided by sample count) by the total job volume for each error. If the job does not have samples,
 the average error rate for the CRID over the last 45 days is calculated for each manual sampling
 verification error. These rates are then multiplied by the appropriate total volume for the job.
- Percentage of Containers Not in Error: The number of projected containers not in error as a percentage of the total number of containers
- Percentage of Handling Units Not in Error: The number projected of handling units not in error as a percentage of the total number of handling units
- Percentage of Pieces Not in Error: The number of projected pieces not in error as a percentage of the total number of pieces

- Percentage of Containers Not in Error National Average: The number of projected container errors as a percentage of the total number of containers across all jobs and mailers for the selected time period
- Percentage of Handling Units Not in Error National Average: The number of projected handling units not in error as a percentage of the total number of handling units across all jobs and mailers for the selected time period
- Percentage of Pieces Not in Error National Average: The number of projected pieces not in error as a percentage of the total number of pieces across all jobs and mailers for the selected time period

The report will also include a Source dropdown in the page-by, allowing the user to filter the report on the source of the data (eDoc Verification, Manual Sampling, Census Scan, eInduction, or All Sources).

PAGE-BY: Source: All Sources eDoc Verification Manual Sampling All Sources					Data rows: 5
eDoc Submitter	Mailing Group ID	Customer Group ID	Job ID	User License Code	Mailing Date
4433945 - SHAPIRO PERFECT MAILING COMPANY (22209-6027)	57062989		POR70204	PHI1	11/30/2011
4433945 - SHAPIRO PERFECT MAILING COMPANY (22209-6027)	57062989		POR70204	PHI1	11/30/2011
4433945 - SHAPIRO PERFECT MAILING COMPANY (22209-6027)	57062989		POR70204	PHI1	11/30/2011
4433945 - SHAPIRO PERFECT MAILING COMPANY (22209-6027)	57062989		POR70204	PHI1	11/30/2011
4433945 - SHAPIRO PERFECT MAILING COMPANY (22209-6027)	57062989		POR70204	PHI1	11/30/2011

Error Type	Threshold	# Container	# Handling Unit	# Piece Errors	# Projected	# Projected	# Projected Piece	% Containers	% Handling
		Errors	Errors		Container Errors	Handling Unit	Errors	Not in Error	Units Not in
						Errors			Error
Mailer ID	70.00%	0	1	0	0	1	0	100.00%	99.55%
Barcode Uniqueness	70.00%	1	0	0	1	0	0	99.78%	100.00%
Entry Facility	70.00%	2	0	0	2	0	0	99.78%	100.00%
Nesting/Sortation	70.00%	1	0	0	1	0	0	99.90%	100.00%
Nesting/Sortation	70.00%	1	0	0	1	0	0	99.00%	100.00%
Nesting/Sortation	70.00%	1	0	0	1	0	0	99.20%	100.00%
Service Performance	70.00%	1	0	0	1	0	0	0.00%	100.00%

% Pieces Not in Error	% Containers Not in Error National Average	% Handling Units Not in Error National Average	% Pieces Not in Error National Average
100.00%	99.98%	99.99%	100.00%
100.00%	99.98%	100.00%	100.00%
100.00%	99.97%	100.00%	100.00%
100.00%	99.94%	100.00%	100.00%
100.00%	99.94%	100.00%	100.00%
100.00%	99.94%	100.00%	100.00%
100.00%	99.86%	100.00%	100.00%

The Seamless Acceptance Job Error Type Report will have one drill path which can be viewed by **rightclicking** the hyperlinks in the Error Type column, as pictured below (left-clicking will also allow user to drill).

PAGE-BY: Source: All Sources 👻						?
					Data r	ows: 2 Data columns: 1
eDoc Submitter	Mailing Group ID	Customer Group ID	Job ID	User License Code	Mailing Date	Error Type
20165090 - Streamlined Acceptance (63146-5277)	431637				A /00/10010	tment
20165090 - Streamlined Acceptance (63146-5277)	431637		More	ess Acceptance Detailed Erro options	r Report Filter on S	elections

Users will have the ability to drill to the following report:

1. Seamless Acceptance Detailed Error Report: View detailed error information for the selected error type and job

1.1.7 Seamless Acceptance Error Type Trending Report

The Seamless Acceptance Error Type Trending Report can be accessed by drilling from the Seamless Acceptance Summary Report, Seamless Acceptance Error Type Report, and Seamless Acceptance Dashboard. This report will display graphical error type information trending over time, aggregated by mailing date, error type, and error level.

The report will display the following metrics:

• Threshold: The USPS-configurable percentage threshold for the error type

- Number of Errors
- Number of Projected Errors: The total number of projected errors. Errors as a result of manual sampling are extrapolated to reflect the volume of the entire mailing to allow for a more appropriate comparison with eDoc and MPE errors. The number of "projected" errors applies to errors discovered through Manual Sampling. For errors that are not discovered through sampling/do not need projections across non-sampled pieces, the number of projected errors is equal to the number of errors. Projected calculation for sampling errors is as follows: If a job has samples, the projected error counts are generated by multiplying the sample error rate (error count divided by sample count) by the total job volume for each error. If the job does not have samples, the average error rate for the CRID over the last 45 days is calculated for each manual sampling verification error. These rates are then multiplied by the appropriate total volume for the job.
- Percentage Not in Error: The number of Container, Handling Unit, or Pieces not in error as a percentage of the total number of Containers, Handling Units, or Pieces
- Percentage Not in Error National Average: The number of Container, Handling Unit, or Pieces not in error as a percentage of the total number of Container, Handling Unit, or Pieces across all jobs and mailers for the selected time period

The report will also include the following page-by options:

- 1. Source: Allows the user to filter the report on the source of the data (eDoc Verification, Manual Sampling, MPE Scan, eInduction, or All Sources)
- 2. Level: Allows the users to filter the report on error level (Container, Handling Unit, Job, Piece, or Piece Range)



3. Error Type: Allows the user to filter the report on error type (includes an "All Error Types" option)

The three Seamless Acceptance Error Type Trending Reports (eDoc Submitter, Mail Preparer, Mail Owner) will have two drill paths which can be viewed by **right-clicking** the data points, as pictured below.



Users will have the ability to drill to the following reports:

- 1. Seamless Acceptance Job Error Type Report: View a breakdown of errors by error type for the selected job(s)
- Seamless Acceptance Error Type Trending Report by Date: View graphical error type information trending over more granular time (by **date** instead of **month**) for the selected error type and eDoc Submitter, Mail Preparer, or Mail Owner

1.1.8 Seamless Acceptance Detailed Error Report

The Seamless Acceptance Detailed Error Report can be accessed by drilling from the Seamless Acceptance Job Report and Seamless Acceptance Job Error Type Report. This report will display detailed error information in the following columns: eDoc Submitter, eDoc Mailing Group ID, eDoc Customer Group ID, eDoc Job ID, eDoc User License Code, eDoc Type, Mailing Date, Error Level, Barcode, Mailer ID, Mailer CRID, Lower Piece Range, Upper Piece Range, Container ID, Logical Container ID, Container Type, Handling Unit ID, Logical Handling Unit ID, Piece ID, Piece Range ID, CSA ID, eDoc Mail Class, eDoc Processing Category, Mail Preparer, Mail Owner, Error Code, Error Description, Sub-Error, Error Type, Verification Type, Source, Error Data, Scan Date, FS-IMD Sample ID, Scan Facility, Scan Mailing Group ID, Scan Job ID, Scan Postage Statement ID, Scan Mail Class, Scan Processing Category, Appointment ID, Appointment Scheduler CRID, Planned Destination Facility, Actual Destination Facility, Manual Override Indicator.

eDoc Submitter				eDoc Mail Group ID	ling	eDoc Cust Group ID	omer	eDoc Job ID	eDoc User License Code	eDoc Type	Mailing Date
4433945 - SHAPI	RO PERFECT MAILING	COMPANY (22209-6	027)	57498879				POR80704	PHI1	MAIL_DAT	1/20/2012
4433945 - SHAPI	RO PERFECT MAILING	COMPANY (22209-6	027)	57498879				POR80704	PHI1	MAIL_DAT	1/20/2012
4433945 - SHAPI	RO PERFECT MAILING	COMPANY (22209-6	027)	57498879				POR80704	PHI1	MAIL_DAT	1/20/2012
4433945 - SHAPI	RO PERFECT MAILING	COMPANY (22209-6	027)	57498880				POR80206	ACC1	MAIL_DAT	1/5/2012
Error Level	IM Barcode		Mailer	ID	Mailer (CRID				Lower Piece Range	Upper Piece Range
Handling Unit	631045581100004010	301111									
Piece	000932000042138000	2075314360303	200004	ŀ	2131934	4 - AUTOMA	ED MAILING	SYSTEMS INC	(24012-8023)		
Piece	000932000042138000	2875314251028	200004	ł	2131934	4 - AUTOMA	ED MAILING	SYSTEMS INC	(24012-8023)		
Piece	201432000020000001	3694122366799	200002	2	2131934	4 - AUTOMA	ED MAILING	SYSTEMS INC	(24012-8023)		
Container ID	Logical Container ID	Container Type	Handliı	ng Unit ID	Logica Unit ID	l Handling	Piece ID		Piece Rang	e ID	CSA ID
		2 Foot Tray	000005		000002						
							00000000	0000021380002	20		
							00000000	0000021380002	8		
000002							00000000	0000000000013	86		

eDoc Mail Class	eDoc Processing Category	Mail Preparer				Mā	ail Owr	ner			Error Code
Standard	Letter										7603
Standard	Letter	4433945 - SHAPIRO	PERFECT MAI	ILING COMPANY	(22209-6	027) 213	31934	- AUTOMATED N	MAILING SYSTEMS I	NC (24012-802	3) 6000
Standard	Letter	4433945 - SHAPIRO	PERFECT MAI	LING COMPANY	(22209-6	027) 21	31934	- AUTOMATED N	AILING SYSTEMS I	NC (24012-802	3) 6002
Standard	Flat	4433945 - SHAPIRO	PERFECT MAI	ILING COMPANY	(22209-6	027) 21:	31934	- AUTOMATED N	MAILING SYSTEMS I	NC (24012-802	3) 7704
Error Description						Sub-Error	l	Error Type		Verif	cation Type
The same Tray Barc days from the Posta	ode (IMtb) from the e ge Statement Mailing	eDoc (.csm or QualRep Date, within the same	ort) was used Job and Mail	more than once \ Facility ID	vithin 45		1	Barcode Uniquene	155		
A mail piece from a date thresholds (cur	mailer was sent to th rently set to 95 days	e same COA address m and 18 months)	ore than once	between the cor	nfigurable			Move/Update			
A mail piece was rou The same Piece Baro days from the Posta	ited to a delivery poir code (IMb) from the e ge Statement Mailing	nt different than the de Doc (.pdr or MailPiece Date, within the same	elivery point in) was used mo : Job and Mail	rts IMB_CODE pre than once with Facility ID	nin 45		1	Move/Update Barcode Uniquene	955		
Source	Error Data		S	can Date	FS-IM ID	D Sample	Scar	n Facility	Scan Mailing Group ID	Scan Job IC	Scan Postage Statement ID
eDoc Verification	DUPLICATE MAILI	NG GROUP ID = 5749	8879								
Census Scan											
Census Scan											
eDoc Verification	DUPLICATE MAILI	NG GROUP ID =									
Scan Mail Class	Scan Processing Category	Appointment ID	Appointme	nt Scheduler		Planned De	estina	tion Facility	Actual Destina	tion Facility	Manual Override Indicator

The Seamless Acceptance Detailed Error Report is the most granular level of detail and will have no drilling capabilities.

The report will always display Mail Owner and Mail Preparer for piece errors. However, it will have the following differences pertaining to container and handling unit errors:

Seamless Acceptance Detailed Error Report (eDoc Submitter): Will not display Mail Owner or Mail Preparer for container and handling unit records

Seamless Acceptance Detailed Error Report (Mail Preparer): Will not display Mail Owner for container and handling unit records

Seamless Acceptance Detailed Error Report (Mail Owner): Will not display Mail Preparer for container and handling unit records

1.1.9 Seamless Acceptance Job Exception Report (eDoc Submitter)

The Seamless Acceptance Job Exception Report will prompt the user to enter the following information:

- Date Range (Calendar Month): Required.
- eDoc Submitter CRID(s): Required.

The Seamless Acceptance Job Exception Report is an eDoc Submitter report and cannot be found in Seamless Acceptance Mail Owner or Mail Preparer folders. It will display a summary of jobs that were not auto finalized due to exceeding dollar thresholds, exceeding percentage thresholds, finalization delays, and bypasses. Thresholds are set in the Admin Page. This data will be aggregated by eDoc Submitter and month.

Month	eDoc Submitter	# Jobs Not Auto-Finalized Due to Exceeding the Dollar Threshold	# Jobs Not Auto-Finalized Due to Exceeding the Percentage Threshold	# Bypass Seamless Acceptance Jobs	# Jobs Delayed to be Auto- Finalized
JANUARY 2013	34420000 - Test CRID	2	1	1	2
DECEMBER 2012	4430000 - Test CRID 2	3	0	1	0
NOVEMBER 2012	4433945 - Test CRID 3	0	3	5	0

Users will have the ability to drill to the following reports:

1. Seamless Acceptance Job Exception Detail Report: View similar metrics broken out by job

1.1.10 Seamless Acceptance Job Exception Detail Report (eDoc Submitter)

The Seamless Acceptance Job Exception Detail Report can be accessed by drilling from the Seamless Acceptance Job Exception Report. This report will display jobs that were not auto finalized due to exceeding dollar thresholds, exceeding percentage thresholds, finalization delays, and bypasses. Thresholds are set in the Admin Page.

eDoc Submitter	Mailing Date	Customer Group ID	Job ID	User License Code	Mailing Group ID	Not Auto-Finalized Due to Exceeding the Dollar Threshold	Not Auto-Finalized Due to Exceeding the Percentage Threshold
34420407 - Test CRID	1/2/2013	KMC3113X	KMC3113X	A05A		N	N
34420407 - Test CRID	1/2/2013	KMC31400X	KMC4000	A05A		Y	N
Bypass Seamless Acceptance	Delayed to I Finalized	be Auto- Delay Tim (Day:	ne 5)				
Y	N		0				
N	N		0				

The Seamless Acceptance Job Exception Detail Report is the most granular level of detail and will have no drilling capabilities.

Section 2 Undocumented Scanning

2.1 Undocumented Scan Reporting

There are two ways to access Undocumented Scan data – through the Seamless Acceptance Dashboard and the Undocumented Summary Report. There are multiple drill paths within these reports that add additional data-viewing capabilities. The reports are related in the following way:



2.1.1 Undocumented Summary Report

The Undocumented Summary Report requires the user to enter a scan date. It also optionally prompts on Mailer CRID. It will provide aggregated counts of container, handling unit, and piece scans that could not be

associated to an eDoc in SASP by mailer ID with the ability to drill into more detailed reports. This report is sorted by number of undocumented pieces (descending) to allow the user to quickly identify the largest issues. Additionally, the Undocumented Summary Report will display a page-by on Source, allowing the user to filter report results to display source of MPE scan, manual sampling, or all sources (both). This gives the user the ability to focus on the source that discovered the undocumented mail.

Mailer CRID	Mailer ID	# Unmanifested Containers	# Unmanifested Handling Units	# Unmanifested Pieces
4433945 - SHAPIRO PERFECT MAILING COMPANY (22209-6027)	200004	0	0	20
4433945 - SHAPIRO PERFECT MAILING COMPANY (22209-6027)	200003	0	0	12
	UNKNOWN	3	1	0
4433945 - SHAPIRO PERFECT MAILING COMPANY (22209-6027)	100003	4	3	0
4433945 - SHAPIRO PERFECT MAILING COMPANY (22209-6027)	100004	3	3	0
4433945 - SHAPIRO PERFECT MAILING COMPANY (22209-6027)	100006	1	3	0

The Undocumented Summary Report will have three drill paths, which can be viewed by **right-clicking** the Mailer ID hyperlinks, as pictured below.

PAGE-BY: Source: All Sources						? *
Mailer CRID	Mailer ID	# Undocumented + Containers	# Undocumented Handling Units	# Undocumented Pieces	Data rows: 2	Data columns: 3
20163414 - MDX TESTERS (63155-9903) 20165090 - Streamlined Acceptance (63146-5277)	96 Pill B	Undocumented Report by Scan Fa Undocumented Trending Report Undocumented Detailed Report More options	clity 2	12 12		

Users will have the ability to drill to the following reports:

- 1. Undocumented Report by Scan Facility: View aggregated counts of containers, handling units, and pieces that could not be associated to an eDoc in SASP by scan location and Mailer ID
- 2. Undocumented Trending Report: View graphical aggregated counts of containers, handling units, and pieces that could not be associated to an eDoc in SASP over a selected date range
- 3. Undocumented Detailed Report: View detailed information for Undocumented scans

2.1.2 Undocumented Report by Scan Facility

The Undocumented Report by Scan Facility can be accessed by drilling from the Undocumented Summary Report. This report will display aggregate counts of containers, handling units, and pieces that could not be associated to an eDoc in SASP by scan location and Mailer ID.

\$	Scan Facility	Mailer CRID	Mailer ID	# Unmanifested	# Unmanifested	# Unmanifested
				Containers	Handling Units	Pieces
N	N17797 - SAINT LOUIS	4433945 - SHAPIRO PERFECT MAILING COMPANY (22209-6027)	200003	0	0	11
V	N17797 - SAINT LOUIS	4433945 - SHAPIRO PERFECT MAILING COMPANY (22209-6027)	200004	0	0	11
0	001071 - SF INTERNATIONAL SERVICE CTR	4433945 - SHAPIRO PERFECT MAILING COMPANY (22209-6027)	200004	0	0	9
N	/27378 - SUBURBAN MARYLAND	4433945 - SHAPIRO PERFECT MAILING COMPANY (22209-6027)	200003	0	0	1
×	K27548 - ROANOKE		UNKNOWN	1	0	0
>	<27673 - SOUTH		UNKNOWN	2	1	0
×	(27673 - SOUTH	4433945 - SHAPIRO PERFECT MAILING COMPANY (22209-6027)	100003	1	0	0
>	(27673 - SOUTH	4433945 - SHAPIRO PERFECT MAILING COMPANY (22209-6027)	100006	1	3	0
Z	216257 - SALT LAKE CITY	4433945 - SHAPIRO PERFECT MAILING COMPANY (22209-6027)	100003	3	3	0
Z	216257 - SALT LAKE CITY	4433945 - SHAPIRO PERFECT MAILING COMPANY (22209-6027)	100004	3	3	0

The Undocumented Report by Scan Facility will have one drill path which can be viewed by **right-clicking** the hyperlinks in the Scan Facility column, as pictured below (left-clicking will also allow user to drill).

Scan Facility	Mailer CRID		Mailer ID	# Undocumented # Containers	Undocumented # Handling Units
W17797 - SAINT LOUIS	20165090 - Streamlined	Acceptance (63146-5277)	969010582	0	0
Z11305 - DENVER N 🕈 Drill 🛛 🕨	Undocumented Detailed Report	RS (63155-9903)	969010582	1	2
Filter on Selections	More options				

Users will have the ability to drill to the following report:

1. Undocumented Detailed Report: View detailed information for Undocumented scans

2.1.3 Undocumented Trending Report

The Undocumented Trending Report can be accessed by drilling from the Undocumented Summary Report. This report will display graphical aggregate counts of containers, handling units, and pieces that could not be associated to an eDoc in SASP over a selected date range. The number of undocumented containers and handling units will be displayed on the **left** y-axis. The number of undocumented pieces will be displayed on the **right** y-axis.



The Undocumented Trending Report will have one drill path which can be viewed by **right-clicking** the data points, as pictured below (left-clicking the dates on the x-axis will also allow the user to drill).



Users will have the ability to drill to the following report:

1. Undocumented Detailed Report: View detailed information for Undocumented scans

2.1.4 Undocumented Detailed Report

The Undocumented Detailed Report can be accessed by drilling from the Undocumented Summary Report, Undocumented Report by Scan Facility, and Undocumented Trending Report. This report will display detailed error information in the following columns: Scan Date, Scan Facility, Mailer CRID, Mailer ID, FS-IMD Sample ID, IM Barcode, Scan Level, Scan Mailing Group ID, Scan Job ID, Scan Postage Statement ID, Scan Mail Class, and Scan Processing Category. If the job information was manually entered on the FS- IMD device, it will be displayed on this report. Scans with job information from the device are still considered undocumented if the barcode could not be associated to electronic documentation.

Only a maximum of 300 piece records will be shown per scan date, mailer ID, and scan facility.

Scan Date	Scan Facility		Mailer C	RID			Mailer ID	FS-IMD Sample ID
10/25/2011	X27673 - SOUTH		4433945	- SHAPIRO PERFECT	MAILING COMPA	NY (22209-6027)	100006	030SLE01L62011100414320
10/25/2011	X27673 - SOUTH		4433945	- SHAPIRO PERFECT	MAILING COMPA	NY (22209-6027)	100006	030SLE01L62011100414320
10/25/2011	X27673 - SOUTH		4433945	- SHAPIRO PERFECT	MAILING COMPA	NY (22209-6027)	100006	030SLE01L62011100414320
10/26/2011	X27548 - ROANOKE						UNKNOWN	030SLE01L62011100515564
10/26/2011	X27673 - SOUTH		4433945	- SHAPIRO PERFECT	MAILING COMPA	NY (22209-6027)	100003	030SLE01L62011100515460
12/1/2011	001071 - SF INTERNATIONAL SER	RVICE CTR	4433945	- SHAPIRO PERFECT	MAILING COMPA	NY (22209-6027)	200004	
12/1/2011	001071 - SF INTERNATIONAL SER	RVICE CTR	4433945	- SHAPIRO PERFECT	MAILING COMPA	NY (22209-6027)	200004	
IM Barcode		Scan Leve	el	Scan Mailing	Scan Job ID	Scan Postage	Scan Mail Class	Scan Processing
				Group ID		Statement ID		Category
63108242110	000600000011	Handling U	nit	57013533	POR70506	59887350	First Class	Letter
63108242110	000600000031	Handling U	nit	57013533	POR70506	59887350	First Class	Letter
99M1000060	00000101003	Container		57013533	POR70506	59887350	First Class	Letter
99M1000647	81422435221	Container		57013718	DSC66726	59890774	Standard	Letter
99M1000030	10201001011	Container		57013623	POR70103	59888447	Standard	Letter
00093200004	121380000775314440177	Piece						
00093200004	121380003575314655777	Piece						

The Undocumented Detailed Report will have no drilling capabilities.

Section 3 Mail Preparation and Data Quality Dashboard

The Mail Preparation and Data Quality Dashboard (MPDQ Dashboard) is composed of five sections. The three bottom sections pertain to Seamless Acceptance: Sampling Verifications and Seamless Acceptance. Although Seamless reports exist separately for eDoc Submitter, Mail Preparer, and Mail Owner, these two Seamless sections within the MPDQ Dashboard are all aggregated by eDoc Submitter.

The dashboard will provide users with a *high level overview* of specific Seamless Acceptance metrics with the ability to drill into related reports (outlined above) for more detail. All drills from Seamless sections drill to the eDoc Submitter versions of Seamless reports.

The Mail Preparation and Data Quality Dashboard requires the user to enter a date range and a CRID.

UNITED ST POSTAL SE	TATES RVICE					Date Range: 11/3/201	0 — 12/3/2012	
R FS eDoc Errors	S ③ Piece ④ HU	Container	R Acceptance Ve	erifications		FS Start the C	lock Exclusio	ons
Top Automated Verification	#Errora	% Errora	Top Acceptance Verification	Total Additional Postage	Avg Verification Score	Top Reasons for No STC	# Pieces	% with no STC
			1.Tap Test 2.MERLIN 3.Drop Shipment 4.Deflection Testing 5.Content Eligibility	\$0 \$0 \$2,672 \$6,554	0.0% 0.0% 0.2% 0.5% 7.4%	PW Job not checked-in No Associated Appt Associated Appt missing info S. Other	18 9 9	50.0% 25.0% 25.0% 0.0%
Piece Handling Unit Container oth errors, which affect discount, a	#Errors	#Warnings	Statements/VRSRs Statements/VRSRs with Verif Total Volume	2,308 885 11,392,534		Total Pieces with STC Total Pieces excluded from STC Total Pieces	789 2,943 3,732	21.1% 78.9%
R Sampling Verifications	🗿 Piece 🔵 HU	Container	R Seamless Acce	eptance				
Error Type	# Projected Errora	% Projected Errors	Error Type	# Projected Errora	% Not in Error			
1. Undocumented 2. Postage 3. Nesting/Sortation 4. Mail Characteristic 5. Other.	134,291 18,256 2,631 2,143	85.4% 11.6% 1.7% 1.4% 0.0%	Entry Facility Nesting/Sontation	11,674 2,631	93.4% 100.0%			2
Number of Container Scans Number of Handling Unit Scans Number of Piece Scans	39 391 465		Undocumented Containers Undocumented Handling Unit Undocumented Pieces	16,909 78,308 215,466 Raw	Adjusted			
			Container Scan Rate Handling Unit Scan Rate Piece Scan Rate	2.1% 55.1% 1.9%	47.9% N/A 21.4%			

4.1.1 Mail Preparation and Data Quality Dashboard – Sampling Verifications

The Sampling Verifications section of the MPDQ Dashboard displays the top five errors (top four plus 'Other' category that is a summation of all other errors not in the top four) found during sampling verification. Note that three radio buttons exist to separate error level and can be toggled between: Piece, HU (Handling Unit), and Container.

Bampling Verifications	🗿 Piece 🍥 HU	💿 Containe
Error Type	# Projected Errors	% Projected Errors
1. Nesting/Sortation	650	51.8%
2. Mail Characteristic	400	31.9%
3. Postage	105	8.4%
4. Weight	100	8.0%
5. Other		0.0%
Number of Container Scans	6	
Number of Handling Unit Scans	18	
	240	

The following metrics are displayed within this section:

• # Projected Errors: The total number of projected errors. Errors as a result of manual sampling are extrapolated to reflect the volume of the entire mailing to allow for a more appropriate comparison

with eDoc and MPE errors. The number of "projected" errors applies to errors discovered through Manual Sampling. For errors that are not discovered through sampling/do not need projections across non-sampled pieces, the number of projected errors is equal to the number of errors. Projected calculation for sampling errors is as follows: If a job has samples, the projected error counts are generated by multiplying the sample error rate (error count divided by sample count) by the total job volume for each error. If the job does not have samples, the average error rate for the CRID over the last 45 days is calculated for each manual sampling verification error. These rates are then multiplied by the appropriate total volume for the job.

% Projected Errors: The percent of projected errors is defined as the number of errors for the listed error type out of the total number of errors across all error types. It is displayed to give the user an idea of the relative impact of each error type. The five percent metrics listed across all five errors (top four plus 'Other') for the level being displayed (C, HU, P) will sum to equal 100%. In the example above, Nesting/Sortation errors account for 650 out of 1,255 piece errors (600 + 400 + 105 +100 = 1,255). 650/1,255 = 51.8%.

The Sampling Verifications section will also display the number of container, handling unit, and piece scans for the selected date range and CRID to give the user an idea of number of errors relative to number of sampling scans.

The user can drill to the Seamless Acceptance Error Type Report by **right-clicking** the magnifying glass in the upper left-hand corner of the Sampling Verifications section, as pictured below (left-clicking will also allow user to drill).

Sampli	ng on our op is	
🗜 👎 Links 🕨	Seamless Acceptance Error Type Report	
Error Type	# Projected Errors % Projected Errors	

It is important to note that when drilling from this section, the Seamless Acceptance Error Type Report will be filtered to only display <u>sampling</u> results, as you are drilling from a sampling-specific section of the MPDQ Dashboard. The Error Type report will also be filtered on the selected date range and CRID from the MPDQ Dashboard prompts.

4.1.2 Mail Preparation and Data Quality Dashboard – Seamless Acceptance

The Seamless Acceptance section of the MPDQ Dashboard displays four static error types determined by USPS (no ordering by top four plus 'Other' setup like in Sampling Verification section).

Error Type	Level	Source
Move/Update	Piece	Census Scan
Nesting/Sortation	Piece	Manual Sampling/Census Scan
Delivery Point	Piece	eDoc Verification
Entry Facility	Containe	All Sources
	r	

*All Sources: eDoc Verification, Manual Sampling, Census Scan, eInduction

Error Type	# Projected Errora	% Not in Error
Entry Facility	12	100.0%
Nesting/Sortation	12,262	99.5%
Undocumented Containers	241255	
Undocumented Handling Unit	5,990	
Undocumented Pieces	138,906	
	Raw	Adjusted
Container Scan Rate	1.7%	19.2%
Handling Unit Scan Rate	45.6%	N/A
Piece Scan Rate	1 2%	32 846

The following metrics are displayed within this section:

- # Projected Errors: The total number of projected errors. Errors as a result of manual sampling are extrapolated to reflect the volume of the entire mailing to allow for a more appropriate comparison with eDoc and MPE errors. The number of "projected" errors applies to errors discovered through Manual Sampling. For errors that are not discovered through sampling/do not need projections across non-sampled pieces, the number of projected errors is equal to the number of errors. Projected calculation for sampling errors is as follows: If a job has samples, the projected error counts are generated by multiplying the sample error rate (error count divided by sample count) by the total job volume for each error. If the job does not have samples, the average error rate for the CRID over the last 45 days is calculated for each manual sampling verification error. These rates are then multiplied by the appropriate total volume for the job.
- % Not in Error: The number of Container, Handling Unit, or Pieces not in error as a percentage of the total number of Containers, Handling Units, or Pieces.
- Undocumented Counts: The number of containers, handling units, and pieces that could not be associated to electronic documentation for the date range and CRID. Undocumented scan counts can come from both MPE scanning and manual sampling.
- Scan Rates: The raw and adjusted container, handling unit, and piece scan rates. The container scan rate is adjusted based on a facility's performance over the last 45 days. For example, if a facility has a container scan rate of 50%, and the container scan rate for a CRID is 40% at that facility, the adjusted container scan rate will be 80% and will display as such on this section of the MPDQ Dashboard. The piece scan rate is adjusted by disqualifying mail classes, processing categories, rate categories, entry type facilities, and non-automation zones. Handling units do not receive scan rate adjustments and will always display as "N/A".

The user can drill to *three* Seamless reports by **right-clicking** the magnifying glass in the upper left-hand corner of the Seamless Acceptance section, as pictured below (left-clicking will also allow user to drill to the Seamless Acceptance Error Type Report).



The following drill paths exist from the Seamless Acceptance section:

- Undocumented Summary Report: Drills to the Undocumented Summary Report and passes the selected date range and CRID(s). View aggregate counts of container, handling unit, and piece scans that could not be associated to an eDoc in SASP with the ability to drill into more detailed reports.
- Seamless Acceptance Error Type Report: Drills to the Seamless Acceptance Error Type Report and
 passes the selected date range and CRID(s). It is important to note that when drilling from this
 section, the Seamless Acceptance Error Type Report will be filtered to only display <u>the four specific
 error types (Move/Update, Nesting/Sortation, Delivery Point, Entry Facility) from this section</u>, as you
 are drilling from an error type-specific section of the MPDQ Dashboard.
- Seamless Acceptance Summary Report: Drills to the Seamless Acceptance Summary Report and passes the selected date range and CRID(s).