

eInduction User Guide for External Users

Version 1.0

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Change History

Date	Version	Section # - Updates
01/13/2012	1.0	Initial Submission

Section 1 elnduction

1.1 eInduction Reporting

elnduction Reporting consists of several report sets that allow users to view elnduction data, including both pre-induction and post-induction information. Pre-induction data is defined as data that is available prior to a container arriving at USPS for elnduction (ex: eDoc information, appointment information). Post-induction data is defined as data that is available after a container arrives at USPS for elnduction (ex: scan information).

Additional information regarding elnduction can be accessed here: https://ribbs.usps.gov/intelligentmail_guides/documents/tech_guides/elnduction_Guide_for_Mailers.pdf



There are four external entry points to access elnduction data (noted in yellow "Folder Access" section below):

- eInduction Facility Report
- eInduction Container Status Report
- eInduction Mailer Summary Report
- Site Performance Report

There are several drills 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 eInduction Facility Report

The elnduction Facility Report displays the aggregated counts of containers, container scans, and pre- and post-induction validation errors by entry facility.

The report prompts on the following:

- 1. Date Range: Required. Jobs are identified by the Postage Statement Mailing Date.
- 2. eDoc Submitter: Required. The CRID prompt will include all CRIDs associated to the user in the Business Customer Gateway.

Planned Entry Poir	nt Facility	# Containers Submitted for eInduction	# Containers Finalized/FPP for eInduction	# Contain Sent to	iers # Conta SV Sent to	FAST	# Containers with SV Unload Scan	# Appointments with eInduction Containers Scanned	# Containers with eInduction Errors	% Containers with eInduction Errors
V24594 - WASHING	TON NDC	1	0		10	0	1	(1	100.00%
V19160 - NEW YORK	<u>(</u>	5	0		0	0	3	0	3	60.00%
Total		6	0		10	0	4	0	4	66.67%
# Pre- Induction Unique Barcode Errors	# Barcode Format Errors	# Pre- Induction EPD Errors	# Missing Barcode Errors	# Induc Payment E	Pre- # ction Appoin rrors	Single ntment Errors	# USP Transporte Appointmen Error	S # Container d Manifest Errors it s	· # Pre- i Induction Zone Based Errors	# Labeling List Errors
2	0	0	2	2	1	0		0 0	0 0	1
0	0	3	C		3	0		0 (2	0
2	0	3	2		4	0		0 (2	1
# Post- Induction EPD Errors	# F Induc Payment Ei	Post- s ction Inductio rrors Based	# Post- n Zone App I Errors	# FAST ointment Errors	# Misshippe Container	d s Un	# SV iscannable Errors B	# Post- Induction Unique arcode Errors I	# Post- Induction Duplicate Barcode Errors	# Duplicate Containers within Appointments
0		0	1	0		1	0	1	3	1
0		0	0	0		0	0	2	1	0
0		0	1	0		1	0	3	4	1

Users have the ability to drill to the following reports:

• eInduction Container Status Report: View detailed container information for the selected facility.

1.1.2 eInduction Mailer Summary Report

The elnduction Mailer Summary Report displays the aggregated counts of containers, container scans, and pre- and post-induction validation errors by mailer.

The report prompts on the following:

1. Date Range: Required. Jobs are identified by the Postage Statement Mailing Date.

2. eDoc Submitter: Required. The CRID prompt will include all CRIDs associated to the user in the Business Customer Gateway.

eDoc Submitter				# Jobs	# Containers Submitted for eInduction	# Containers Finalized/FPP for eInduction	# Containers Sent to SV	: Container Sent to FAS	# 5 Container 7 with S Unload Sca	# # Containers rs with eInduction V Errors n	% Containers with eInduction Errors
20500634 - MDX AU	TOINCENTIVE 1	1 (63106-421	1)	1	8	0	0		0	0 8	100.00%
20500636 - MDX 2 A	UTOINCENTIVE	<u>= (63106)</u>		2	8	0	0		0	0 8	100.00%
20488611 - MDXTES	TER (63155-99	<u>903)</u>		81	746	186	10	1	0	0 649	87.00%
Total				103	948	286	32	2	2	4 834	87.97%
# Pre- Induction Unique Barcode Errors	# Barcode Format Errors	# Pre-Ind EPD	uction Errors	# Missing Barcod Error	g # Pr e Inducti s Payme Erro	e- # Singlo on Appointme ont t Error ors	e n Tra s App	# USPS # nsported ointment Errors	t Container Manifest Errors	# Pre-Induction Zone Based Errors	# Labeling List Errors
0	0		0		0	8	0	0	0	0	8
0	0		0		0	4	0	0	0	0	8
6	0		302		0 5	79 9	9	99	99	119	444
8	0		306		2 6	63 9	9	99	99	121	619
# Post-Inductio EPD Erro	on #Post-I rs Payme	Induction ent Errors	Indu Ba	# Post- ction Zone sed Errors	# FAST Appointment Errors	# Misshipped Containers	# Unscanna Erro	SV ble I ors Barco	# Post- nduction Unique de Errors B	# Post- Induction Duplicate arcode Errors	# Duplicate Containers within Appointments
	0	0		0	C) ()	0	0	0	0
	0	0		0	1	L C	1	0	0	0	0
	0	0		0	1)	0	0	0	0
	0	0		1	2	1		0	3	4	1

Users have the ability to drill to the following reports:

• eInduction Job Summary Report: View job information and eInduction metrics for the selected eDoc submitter.

1.1.3 elnduction Job Summary Report

The elnduction Job Summary Report displays the aggregated counts of containers, container scans, and pre- and post-induction validation errors by job for the selected mailer. The report is not accessible through prompts, and is only accessed by drilling from the elnduction Mailer Summary Report.

eDoc Submitter		м	ailing Date	lob ID	User Licen Code	ISE Customer Group ID	r Ma Gr	ailing # roup ID Su	Containers Ibmitted for eInduction	# Containers Finalized/FPP for eInduction	# Containers Sent to SV
20490409 - STREAMLIN	NED ACCEPTA	NCE (63101) 9/	25/2012 1	05277OP	B052		40	9119	24	24	0
20490409 - STREAMLIN	NED ACCEPTAI	NCE (63101) 9/	27/2012 9	SESM33AF	NET1		40	1289	10	0	0
20490409 - STREAMLIN	NED ACCEPTA	NCE (63101) 10	/10/2012 E	VALID05	PHI1		40	1682	4	0	0
20490409 - STREAMLIN	NED ACCEPTAI	NCE (63101) 11	/6/2012			VALID27	35	8063	3	0	0
20490409 - STREAMLIN	NED ACCEPTA	NCE (63101) 11	/6/2012			VALID27	36	1002	3	0	0
Total									59	27	10
#	# #	Containers	% Containers	5	# Pre- #	Barcode #	Pre-In	nduction # I	Missing	# Pre-	# Single
Containers Con	tainers	with w	ith eInduction	n Ind	duction	Format	EP	D Errors B	arcode	Induction	Appointment
Sent to FAST	with SV	eInduction	Errors	-	Unique	Errors			Errors	Payment	Errors
Unloa	nd Scan	Errors		Barcode	Errors					Errors	
0	0	24	100.00%	0	0	0		0	0	0	0
0	0	10	100.00%		0	0		0	0	10	0
0	0	4	100.00%	6	0	0		0	0	4	0
0	0	3	100.00%	6	0	0		0	0	3	0
0	0	3	100.00%	6	0	0		0	0	3	0
10	0	44	74.58%)	0	0		0	0	20	0
# USPS	# Container	# Pre-Induction	on # Labeling	List # Pos	t-Induction	# Post-Indu	ction	# Post-	# FAS	T #	# SV
Transported	Manifest	Zone Bas	ed Er	rors	EPD Errors	Payment E	rrors	Induction Zone	Appointme	n Misshipped	Unscannable
Appointment	Errors	Erro	rs					Based Errors	t Error	s Containers	Errors
Errors											
0	0		0	24	0		0	0		0 0	0
0	0		0	10	0		0	0	1	0 0	0

# Post- Induction Unique Barcode Errors	# Post- Induction Duplicate Barcode Errors	# Duplicate Containers within Appointments
0	0	0
0	0	C
0	0	C
0	0	C
0	0	C
0	0	0

Users have the ability to drill to the following reports:

• eInduction Container Status Report: View detailed container information for the selected job.

1.1.4 eInduction Container Status Report

The elnduction Container Status Report can be accessed by drilling from the elnduction Facility Report or the elnduction Job Summary Report.

It can also be accessed directly through the following prompts:

- 1. Date Type: Required. User can select date type of Mailing Date (received from electronic documentation) or Actual Arrival Date (received from scan) to filter report results.
- 2. eDoc Submitter: Required. The CRID prompt will include all CRIDs associated to the user in the Business Customer Gateway.
- 3. Actual Entry Point Facility: Optional. User can select from Actual Entry Point Area, District, or Facility. This data is received from scan (not electronic documentation).
- 4. Appointment ID: Optional.
- 5. Container Barcode: Optional.
- 6. Job Identifier: Optional.
- 7. Origin Finance Number: Optional.

This report displays detailed container level information including several error indicators for pre- and postinduction validation errors.

Appointment ID	Appointn	nent Schedu	Iler Planned I	Entry Point Facility	Actu	ual Entry P	oint Fac	ility Pla	anned Arriv	al Date/	Time A	ctual Arriva	Date/Time
			001160 -	NASHUA	UNK	NWN - UNKI	IWN						
			001160 -	NASHUA	UNKI	NWN - UNKI	IWN						
			001209 -	INDIANAPOLIS MP ANNEX	UNKI	NWN - UNKI	IWN						
			001621 -	ROCHESTER LADC	UNKI	NWN - UNKI	IWN						
Appointment Star	rt Unload	Appointmer	nt End Unload	Container Unload Date/	Time	Misshippe	d Unse	cannable	e eDoc Type	eDoc	Origin	Origin City	/
Date/Time		Date/Time				Error	Erro	r i i		Version	Finance	e	
						Indicator	Indi	cator			Numbe	er 🛛	
									MAIL_DAT	12-2	010300	ANNISTON	POST OFFICE
									MAIL_DAT	12-2	010300	ANNISTON	POST OFFICE
									MAIL_DAT	12-2	010300	ANNISTON	POST OFFICE
									MAIL_DAT	12-2	010300	ANNISTON	POST OFFICE
									MAIL DAT	12-2	010300	ANNISTON	POST OFFICE
									-				
eDoc Submitter		Mai	l Preparer		Mail	ing Date	Mailing	Group Op	pen Date	Mailin	g]	lob ID	User License
										Group	ID		Code

	man Preparet	maning Date	Maning Group Open Date	Group ID	עז מטר	Code
20488611 - MDXTESTER (63155-9903)	3591300 - Mail preparer name cannot be found	9/25/2012	10/3/2012 12:00:00 AM	401487	TESTFCAA	QUAD
20488611 - MDXTESTER (63155-9903)	3591300 - Mail preparer name cannot be found	9/25/2012	10/3/2012 12:00:00 AM	401487	TESTFCAA	QUAD
20488611 - MDXTESTER (63155-9903)		10/20/2012	11/1/2012 12:00:00 AM	413950	21111TST	M007
20488611 - MDXTESTER (63155-9903)		10/20/2012	11/1/2012 12:00:00 AM	413950	21111TST	M007
20488611 - MDXTESTER (63155-9903)	3591300 - Mail preparer name cannot be found	9/25/2012	10/3/2012 12:00:00 AM	401487	TESTFCAA	QUAD

Customer Group ID	el Da	oc Sche ate	duled Ind	uction	Deepest Claimed	Discount	Mail	Class	Proces: Catego	sing ry	Containe	r ID	Containe	er Barcode		Finalized Indicator	Sent to SV Indicator	/ Sent to FAST Indicator
	2/	26/2012 0	1:49:00 0	M	DECE		Firet	Class	Letter		000065		00M10000	000510022	0074	N		
	3/	26/2012 0	1.40.00 P	M	DSCE		Firet	Class	Letter		000067		99M10000	000E10033	8876	N		
	57	20/2012 0	1.40.00 F		DSCE		Stan	dard	Flat		000016		99M20013	880000000000000000000000000000000000000	0011	N		
					DNDC		Stan	dard	Flat		000006		99M20013	38000000000	0004	N		
	3/	26/2012 0	01:48:00 P	M I	DSCF		First	Class	Letter		000055		99M10000	0000EI0033	8864	N		
Validation Status	Mis Bar Val	sing code idation	Barcode Format Validatio	Unio Baro n Vali (Pre Indu	que code dation 2- uction)	Payment Validation Induction	1 (Pre)	Singl - Appo t Vali	e bintmen idation	EPD (Pre- Indu	Validation - ction)	USP Trai App Vali	PS nsported pointment idation	Containter Manifest Validation	· Zo Va In	one Based alidation (Pre- iduction)	Labeling List Validation	Payment Validation (Post- Induction)
Fail	Pas	5	Pass	Pass	ictiony	Fail		Pass		Fail							Fail	
Fail	Pas	5	Pass	Pass		Fail		Pass		Fail							Fail	
Fail	Pas	5	Pass	Pass		Fail		Pass		Fail							Fail	
Fail	Pas	5	Pass	Pass	;	Fail		Pass		Fail							Fail	
Fail	Pas	5	Pass	Pass	6	Fail		Pass		Fail							Fail	
EPD Validat (Post-Induc	ion ction	Zone B) Validat Inducti	ased ion (Post- on)	Unique Barcod Validat (Post- Inducti	le tion	Duplicato Barcode Validatio (Post-	e on n)	Dupli withi Appo Indic	icate in pintment cator	F/ Aj Er	AST ppointmer ror Indica	t tor	Contair Release Status	er Con	taine	r Release Rej	ection Reaso	on
		Pass		Induca	iony	Inductio	")			N								
		Pass								N								
		Pass								N								
		Pass								N								
Container Induction Status		Reload Indicato	or In	ssched dicator	uled M I	lissing ndicator	Ē	Extra Indica	tor									
ACCEPTED		N																
ACCEPTED		N																
ACCEPTED		N																
ACCEPTED		NI																

The eInduction Container Status Report does not have drilling capabilities.

1.1.5 Site Performance Report

The Site Performance Report displays the aggregated counts of operational data such as closed appointments and elnduction containers expected by actual entry point facility.

The report prompts on the following:

- 1. Date Type: Required. User can select date type of Mailing Date (received from electronic documentation) or Actual Arrival Date (received from scan) to narrow report results.
- 2. Actual Entry Point Facility: Optional. User can select from Actual Entry Point Area, District, or Facility. This data is received from scan (not electronic documentation).
- 3. eDoc Submitter: Required. The CRID prompt will include all CRIDs associated to the user in the Business Customer Gateway.



4. Appointment ID: Optional.

Users have the ability to drill to the following report:

• Appointment Status Report: View appointment information and elnduction metrics for the selected actual entry point area, district, or facility.

1.1.6 Appointment Status Report

The Appointment Status Report can be accessed by drilling from the Site Performance Report. This report displays detailed appointment information as well as metrics pertaining to containers received, containers expected, misshipped containers, and containers with irregularities. The Appointment Status Report does not have drilling capabilities.

Appointment Scheduler	Appointment ID	Planned Entry Point Facility	Actual Entry Point Facility	Planned Arrival Date/Time	Actual Arrival Date/Time	Appointment Start Unload
						Date/Time
123456 - MSTR Demo CRID		000011 - SMITHRIDGE	000011 - SMITHRIDGE	9/28/2012 12:00:00 AM	9/28/2012 12:00:00 AM	9/20/2012 12:00:00 AM
123456 - MSTR Demo CRID		W23343 - CORPUS CHRISTI	Z13504 - ALBUQUERQUE ASF	9/16/2012 12:00:00 AM	9/17/2012 12:15:00 AM	9/17/2012 12:00:00 AM
123456 - MSTR Demo CRID		W23343 - CORPUS CHRISTI	Z13504 - ALBUQUERQUE ASF	9/16/2012 12:00:00 AM	9/19/2012 12:00:00 AM	9/19/2012 12:00:00 AM
123456 - MSTR Demo CRID		W23343 - CORPUS CHRISTI	Z13504 - ALBUQUERQUE ASF	9/17/2012 12:00:00 AM	9/18/2012 10:00:30 AM	9/18/2012 12:00:00 AM
123456 - MSTR Demo CRID		W23343 - CORPUS CHRISTI	Z13504 - ALBUQUERQUE ASF	9/17/2012 12:00:00 AM	9/20/2012 12:00:30 AM	9/20/2012 12:00:00 AM
Total						

Appointment End Unload Date/Time	Appointment Close Date/Time	Appointment Elapsed Time	Origin Finance Number	Origin City	eDoc Submitter	Mail Preparer	Mailing Date
9/21/2012 12:00:00 AM	9/28/2012 04:00:00 AM	04h 00m			123456 - MSTR Demo CRID	123456 - MSTR Demo CRID	9/17/2012
9/18/2012 12:00:00 AM	9/18/2012 02:00:00 AM	25h 45m			123456 - MSTR Demo CRID	123456 - MSTR Demo CRID	9/16/2012
9/20/2012 12:00:00 AM	9/20/2012 12:15:00 AM	24h 15m			123456 - MSTR Demo CRID	123456 - MSTR Demo CRID	9/16/2012
9/19/2012 12:00:00 AM	9/19/2012 10:15:00 AM	24h 14m			123456 - MSTR Demo CRID	123456 - MSTR Demo CRID	9/17/2012
9/21/2012 12:00:00 AM	9/21/2012 12:30:00 AM	24h 29m			123456 - MSTR Demo CRID	123456 - MSTR Demo CRID	9/17/2012

Mailing Group Open Date	Mailing Group ID	Job ID	User License Code	Customer Group ID	eDoc Scheduled Induction Date	# Containers Received	# eInduction Containers Expected	# Misshipped Containers	# Containers with Irregularities
9/17/2012 12:00:00 AM	323457	MK091701	A125	MSTR Demo CRID		25			154
9/16/2012 12:00:00 AM	223456	MK091601	A124	MSTR Demo CRID				3	
9/16/2012 12:00:00 AM	323456	MK091601	A124	MSTR Demo CRID		5,156		2	78
9/17/2012 12:00:00 AM	223457	MK091701	A125	MSTR Demo CRID		19			7
9/17/2012 12:00:00 AM	323457	MK091701	A125	MSTR Demo CRID					154
						5.200	0	5	393

1	# Containers	% Containers	# Containers								
	Accepted	Accepted	Rejected	Rejected	Reloaded	Reloaded	Misscheduled	Misscheduled	Missing	Missing	Extra
	4,978	100.00%	2	8.00%		0.00%		0.00%		0.00%	
	54	N/A	6	N/A		N/A		N/A	15	N/A	
	0	0.00%	5	0.10%		0.00%	4	0.08%	45	0.87%	
	415	100.00%	5	26.32%		0.00%	45	100.00%		0.00%	
	4,978	N/A	2	N/A		N/A		N/A		N/A	
1	10 425	100 00%	20	0 3906	0	0.00%	40	0.0406	60	1 15%	Ω

% Containers Extra	# Containers Duplicate in Same Appointment	% Containers Duplicate in Same Appointment	# Containers Duplicate Across Appointments	% Containers Duplicate Across Appointments
0.00%		0.00%		0.00%
N/A		N/A		N/A
0.00%		0.00%		0.00%
0.00%		0.00%		0.00%
N/A		N/A		N/A
0.00%	0	0.00%	0	0.00%