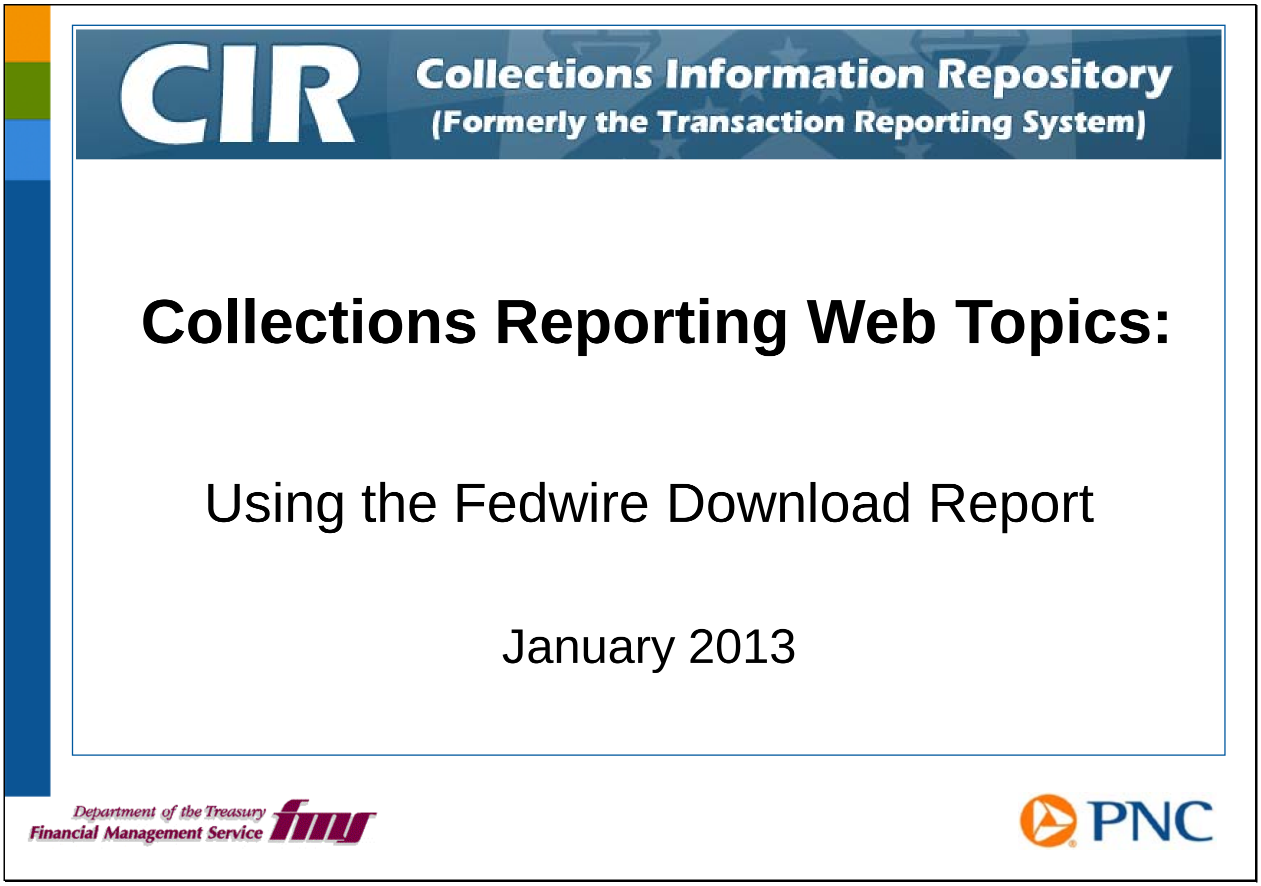
Slide 1



Hello and welcome to this Web Topic on collections reporting. In this session, we will discuss the Fedwire Download Report and how to use the information in it, especially in different formats.

Before you watch this session, you should be familiar with the structure of standard reports in the Business Objects software. Please log in to the system and watch the Web-based Training (WBT) modules about working with reports, especially the module **Running BO Reports**. Also, you can download several user manuals that will help you as you watch this session and going forward. You'll want to familiarize yourself with the **Business Objects General Help** manual, the **Agency Reports Help** document, and the **Agency Download Reports—CSV File Layout Specification** document in particular. If you have worked with Fedwire information in the CA$HLINK II system, you can also refer to the manual **CA$HLINK II to TRS Reports Crosswalk** for tips about mapping the Fedwire information in CA$HLINK II to the Fedwire information in the new system.

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Purpose of this Web Topic

This Web Topic session will help you to:

- Understand the structure of the Fedwire Download Report
- Learn how to use the report when viewed through Business Objects Web Intelligence format
- Learn how to use the report in CSV format

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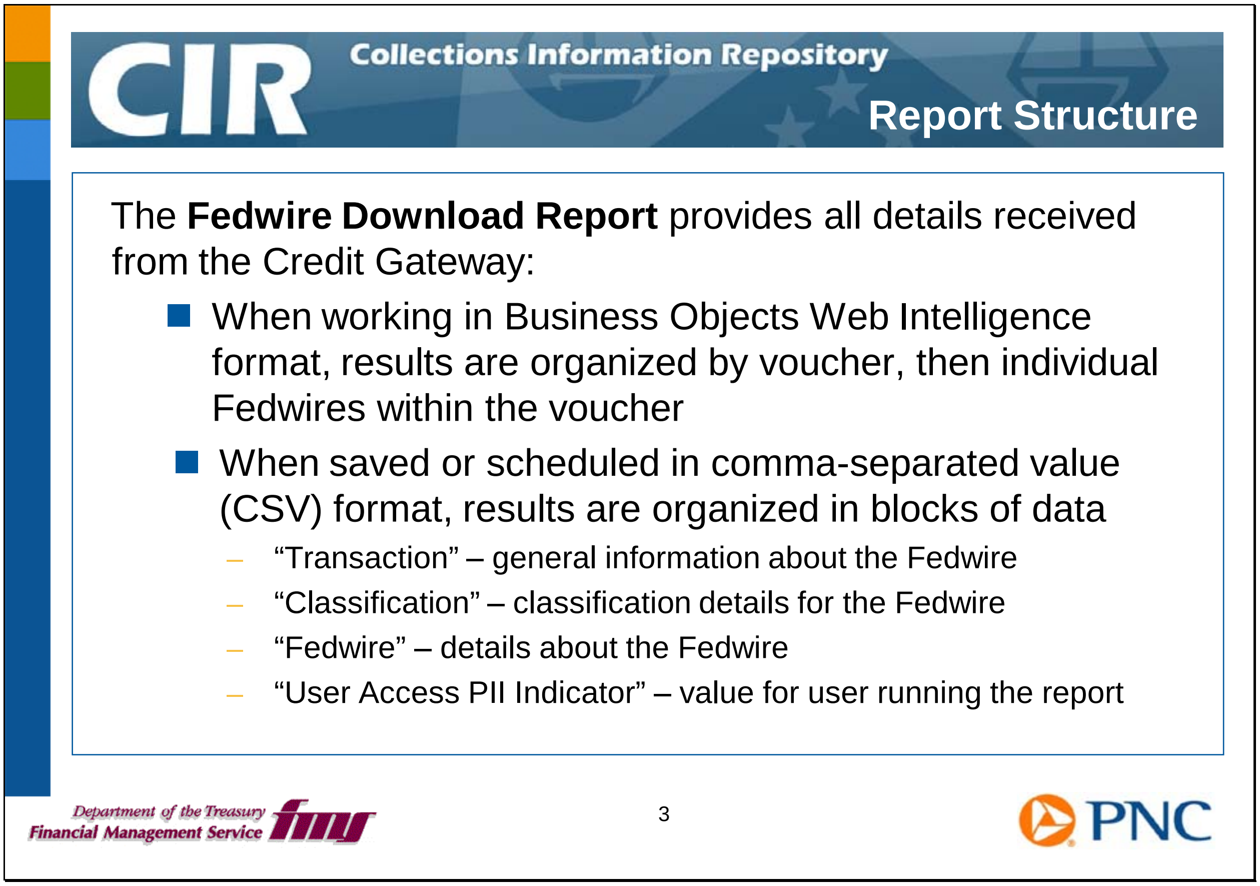
This session will help you understand the structure of the Fedwire Download Report. This report can be used in the standard Business Objects Web Intelligence format, but it was designed to be used in comma-separated value (CSV) format. This session will show you the differences and give you some tips for working with the report in CSV format.

Slide 3

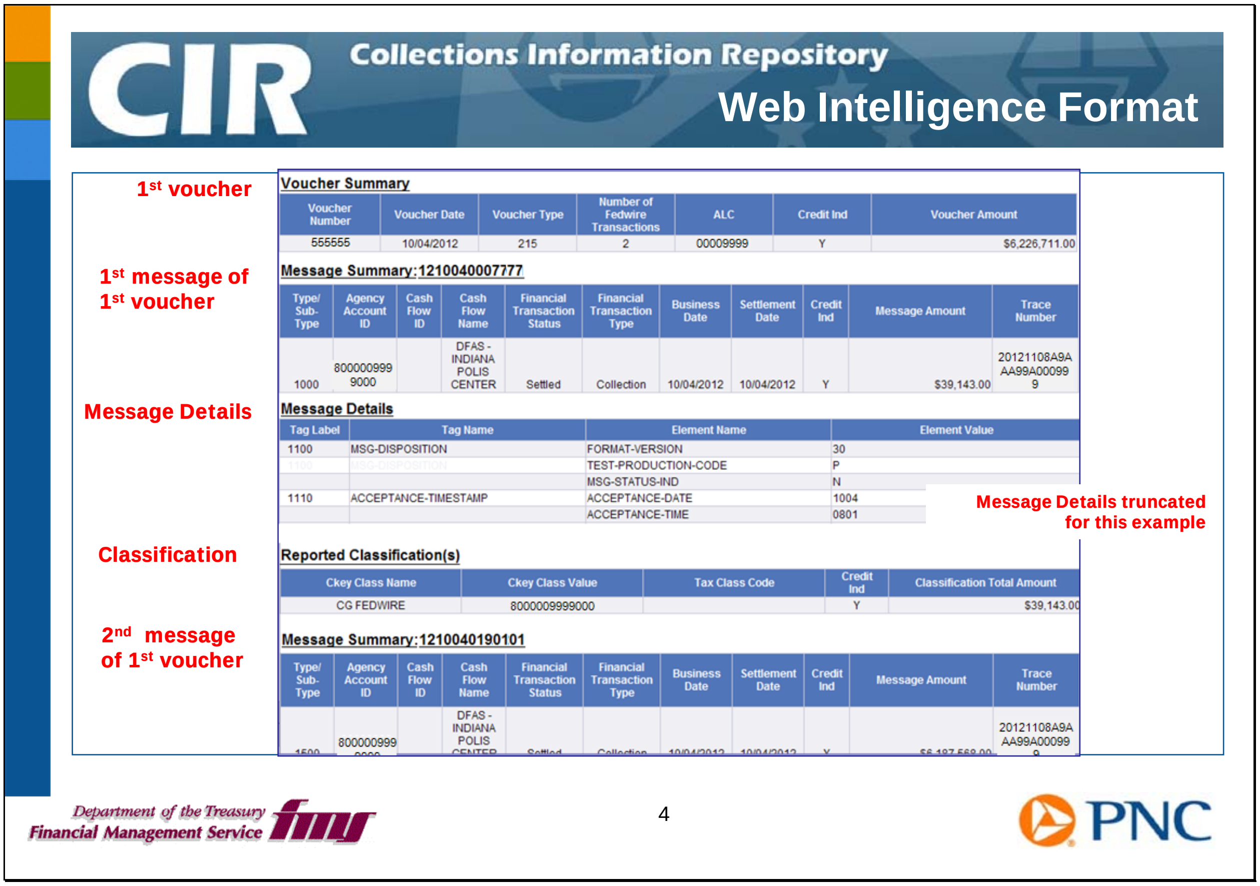


The Fedwire Download Report provides all details about Fedwire messages as they are received from the Credit Gateway.

When you work with the report in Web Intelligence format, the information is grouped by voucher. You see a row of information about the first voucher of Fedwires meeting your search parameters, and then you see information about each of the Fedwires within the first voucher. After that, you see a row of information about the second voucher meeting your search parameters followed by the Fedwires in that voucher.

When you work with the report in CSV format, the Fedwire information is organized into blocks of data that you see when you view the information as text data in an application like Notepad or Wordpad, or when you use Microsoft Excel. The blocks are the transaction data, the classification data, the Fedwire details, and finally the indicator about the user's access to personally identifiable information.

Slide 4



Voucher Summary

Voucher Number	Voucher Date	Voucher Type	Number of Fedwire Transactions	ALC	Credit Ind	Voucher Amount
555555	10/04/2012	215	2	00009999	Y	$6,226,711.00

Message Summary:1210040007777

Type/ Sub-Type	Agency Account ID	Cash Flow ID	Cash Flow Name	Financial Transaction Status	Financial Transaction Type	Business Date	Settlement Date	Credit Ind	Message Amount	Trace Number
1000	8000009999000		DFAS - INDIANA POLIS CENTER	Settled	Collection	10/04/2012	10/04/2012	Y	$39,143.00	20121108A9AAA99A000999

Message Details

Tag Label	Tag Name	Element Name	Element Value
1100	MSG-DISPOSITION	FORMAT-VERSION	30
1100	MSG-DISPOSITION	TEST-PRODUCTION-CODE	P
		MSG-STATUS-IND	N
1110	ACCEPTANCE-TIMESTAMP	ACCEPTANCE-DATE	1004
		ACCEPTANCE-TIME	0801

Reported Classification(s)

Ckey Class Name	Ckey Class Value	Tax Class Code	Credit Ind	Classification Total Amount
CG FEDWIRE	8000009999000		Y	$39,143.00

Message Summary:1210040190101

Type/ Sub-Type	Agency Account ID	Cash Flow ID	Cash Flow Name	Financial Transaction Status	Financial Transaction Type	Business Date	Settlement Date	Credit Ind	Message Amount	Trace Number
[illegible]	800000999 [illegible]		DFAS - INDIANA POLIS [illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]	20121108A9AAA99A00099 [illegible]

This slide shows an example of the report in Web Intelligence format. First, the report shows information about the first voucher of Fedwires meeting your search parameters. Then there is a row with high-level information about the first message in the voucher. The report then displays the details of the message. After the message details, you see the Classification Data for this Fedwire. After the Classification Data for the first message, the report continues with the high-level information about the second Fedwire message in this voucher.

Note that this report does **not** include a Report Summary block at the top of the report indicating control totals for the report.

If you have worked with CA$HLINK II in the past, please note that the 8-character Fedwire ID assigned by CA$HLINK II is not available in the current system. Fedwires are identified with the Source Financial Transaction ID assigned by the Credit Gateway. You see this identifier in the Web Intelligence format as the Message Summary number.

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Web Intelligence Format (cont.)

End of information about the final message in the 1st voucher

Reported Classification(s)

Ckey Class Name	Ckey Class Value	Tax Class Code	Credit Ind	Classification Total Amount
CG FEDWIRE	8000009999000		Y	$6,187,568.00

Voucher Summary **2nd voucher**

Voucher Number	Voucher Date	Voucher Type	Number of Fedwire Transactions	ALC	Credit Ind	Voucher Amount
555555	10/04/2012	215	1	00009999	Y	$7,200.00

1st message of 2nd voucher

Message Summary:1210040067111

Type/ Sub-Type	Agency Account ID	Cash Flow ID	Cash Flow Name	Financial Transaction Status	Financial Transaction Type	Business Date	Settlement Date	Credit Ind	Message Amount	Trace Number
1000	8000009999000		CASH FLOW NAME	Settled	Collection	10/04/2012	10/04/2012	Y	$7,200.00	20121108A9AAA99A000999

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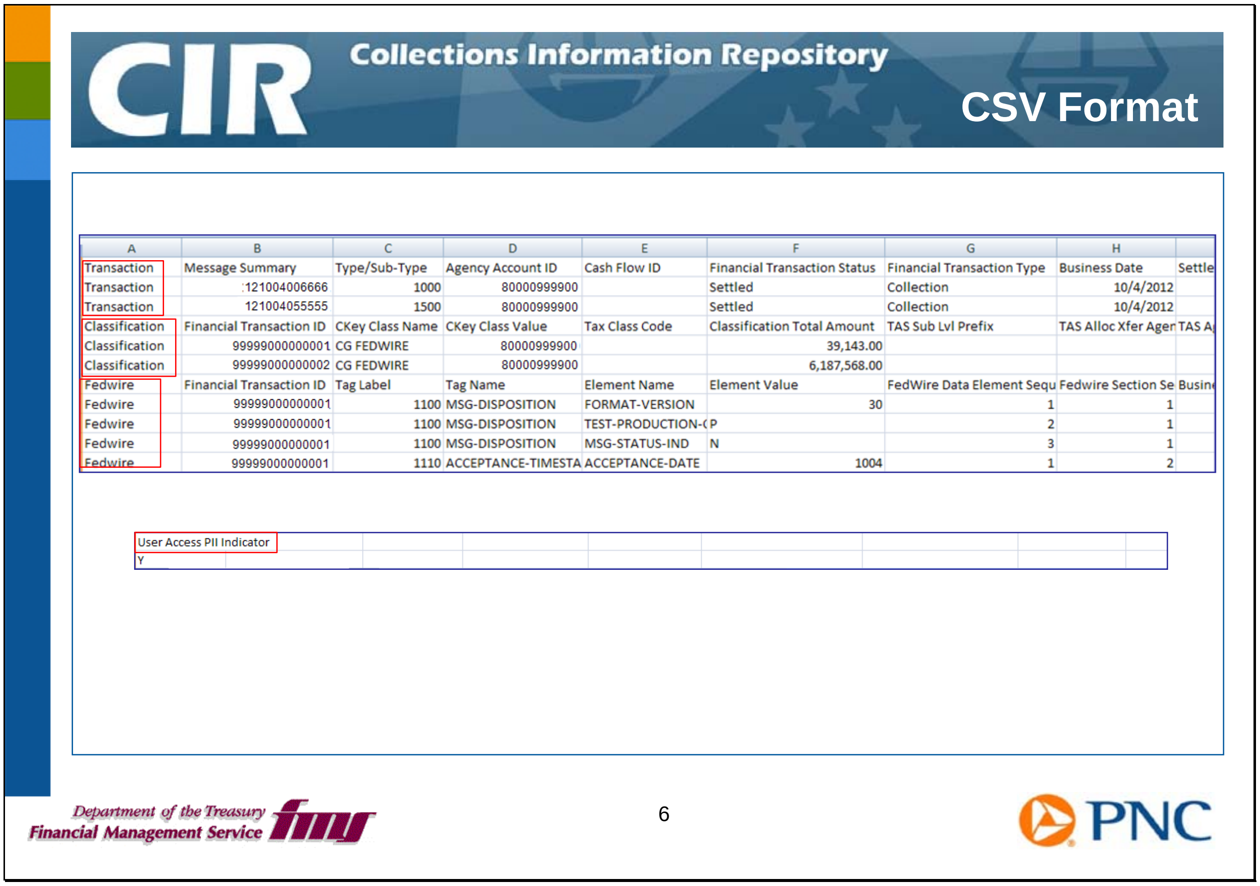
At the end of the last Fedwire in the first voucher, you see the Classification Data for that message. Then you see the voucher information for the next voucher of Fedwires that meet your search parameters, and then the high-level message information for the first message in that voucher followed by the message details.

Slide 6

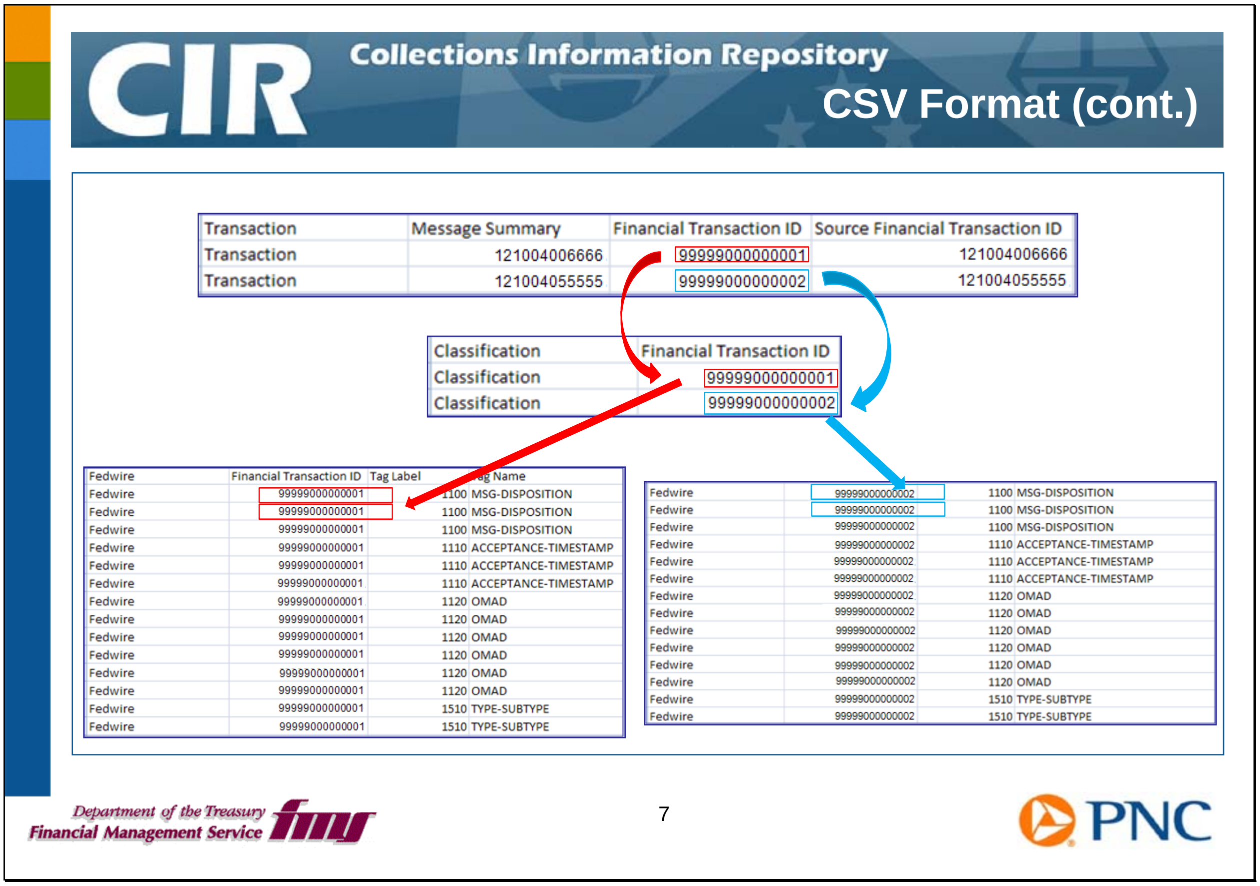


A	B	C	D	E	F	G	H	
Transaction	Message Summary	Type/Sub-Type	Agency Account ID	Cash Flow ID	Financial Transaction Status	Financial Transaction Type	Business Date	Settle
Transaction	:121004006666	1000	80000999900		Settled	Collection	10/4/2012	
Transaction	121004055555	1500	80000999900		Settled	Collection	10/4/2012	
Classification	Financial Transaction ID	CKey Class Name	CKey Class Value	Tax Class Code	Classification Total Amount	TAS Sub Lvl Prefix	TAS Alloc Xfer Agen	TAS A
Classification	99999000000001	CG FEDWIRE	80000999900		39,143.00			
Classification	99999000000002	CG FEDWIRE	80000999900		6,187,568.00			
Fedwire	Financial Transaction ID	Tag Label	Tag Name	Element Name	Element Value	FedWire Data Element Sequ	Fedwire Section Se	Busin
Fedwire	99999000000001	1100	MSG-DISPOSITION	FORMAT-VERSION	30	1	1	
Fedwire	99999000000001	1100	MSG-DISPOSITION	TEST-PRODUCTION-(	P	2	1	
Fedwire	99999000000001	1100	MSG-DISPOSITION	MSG-STATUS-IND	N	3	1	
Fedwire	99999000000001	1110	ACCEPTANCE-TIMESTA	ACCEPTANCE-DATE	1004	1	2	

User Access PII Indicator
Y

This slide shows how the same information appears when using it in CSV format and viewed through Microsoft Excel. You see the four blocks of data – Transaction, Classification, Fedwire, and the User Access PII Indicator at the end of the entire report.

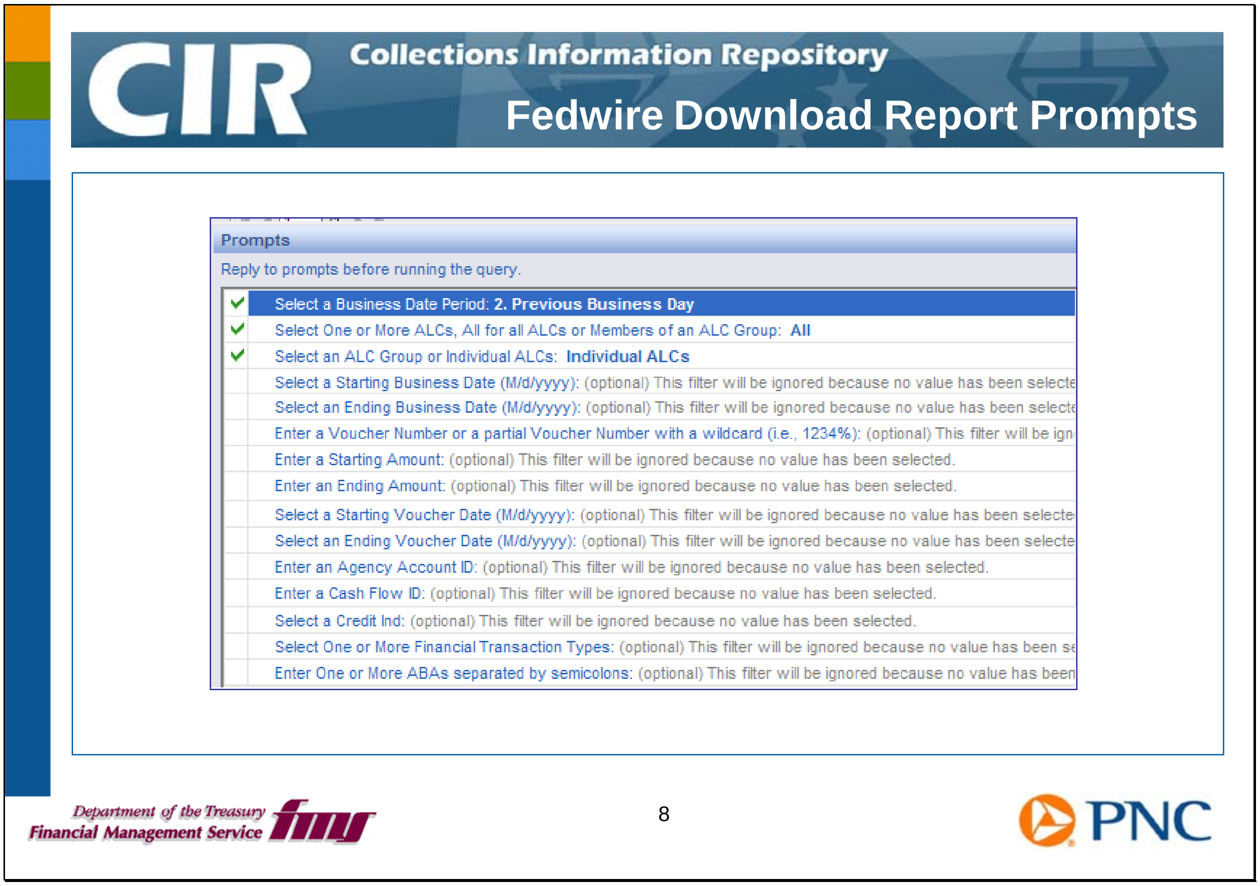
Slide 7



Data about a Fedwire from one block of the report can be linked to more data about the same Fedwire in another block using the unique value in the Financial Transaction ID field. This value is assigned by the system to each Fedwire.

In the example shown on this slide, the first Fedwire has a Financial Transaction ID ending in 001. The Transaction information is linked to the Classification data and then to the Fedwire details using this ID. The second Fedwire has an ID ending in 002. You can see how the same kind of linking works for the second message as well.

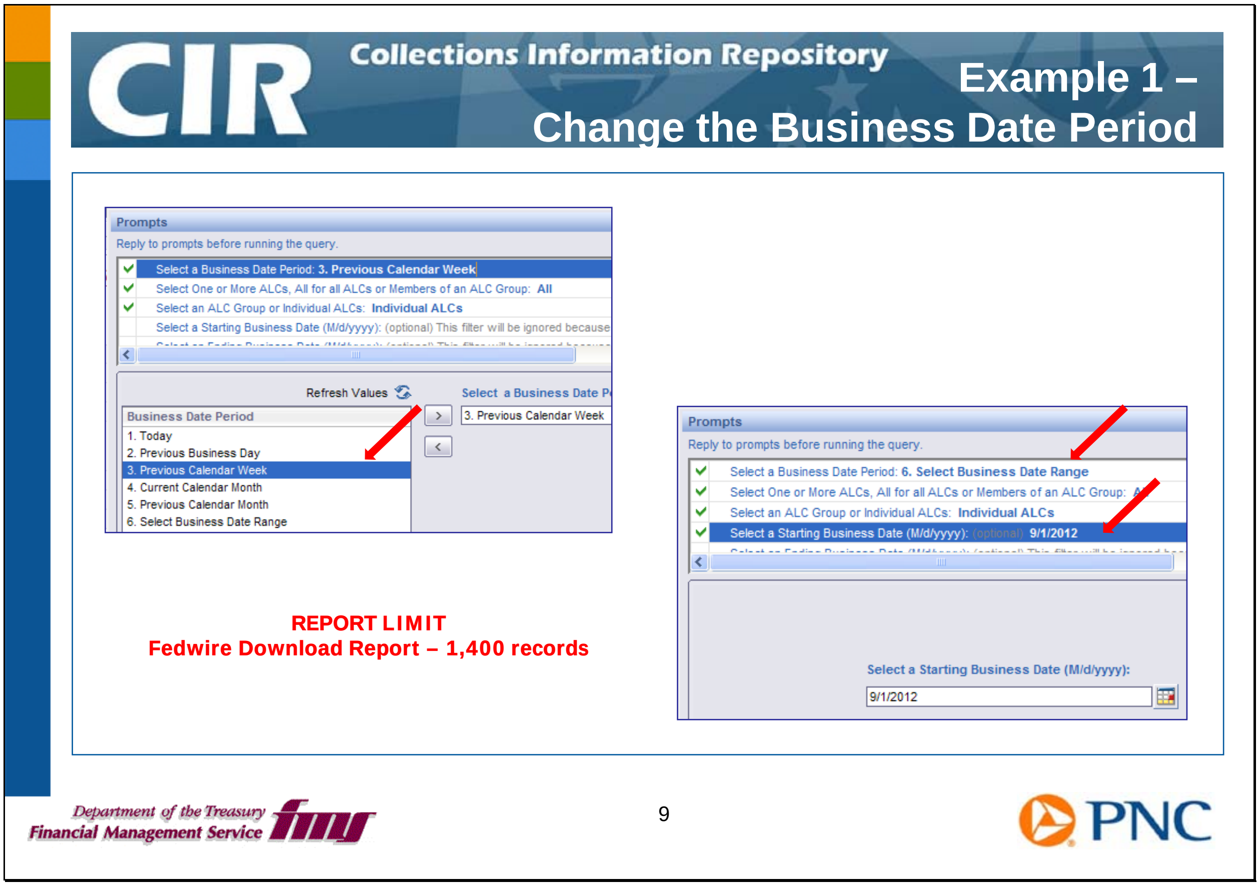
Slide 8



Here are the prompts and default values for the Fedwire Download Report. Note that this report includes only Fedwires that are Settled. You can choose different Financial Transactions Types, such as Collection, Correction, or Reversal.

Let’s look at a few examples of how you can use these prompts to develop more targeted reports.

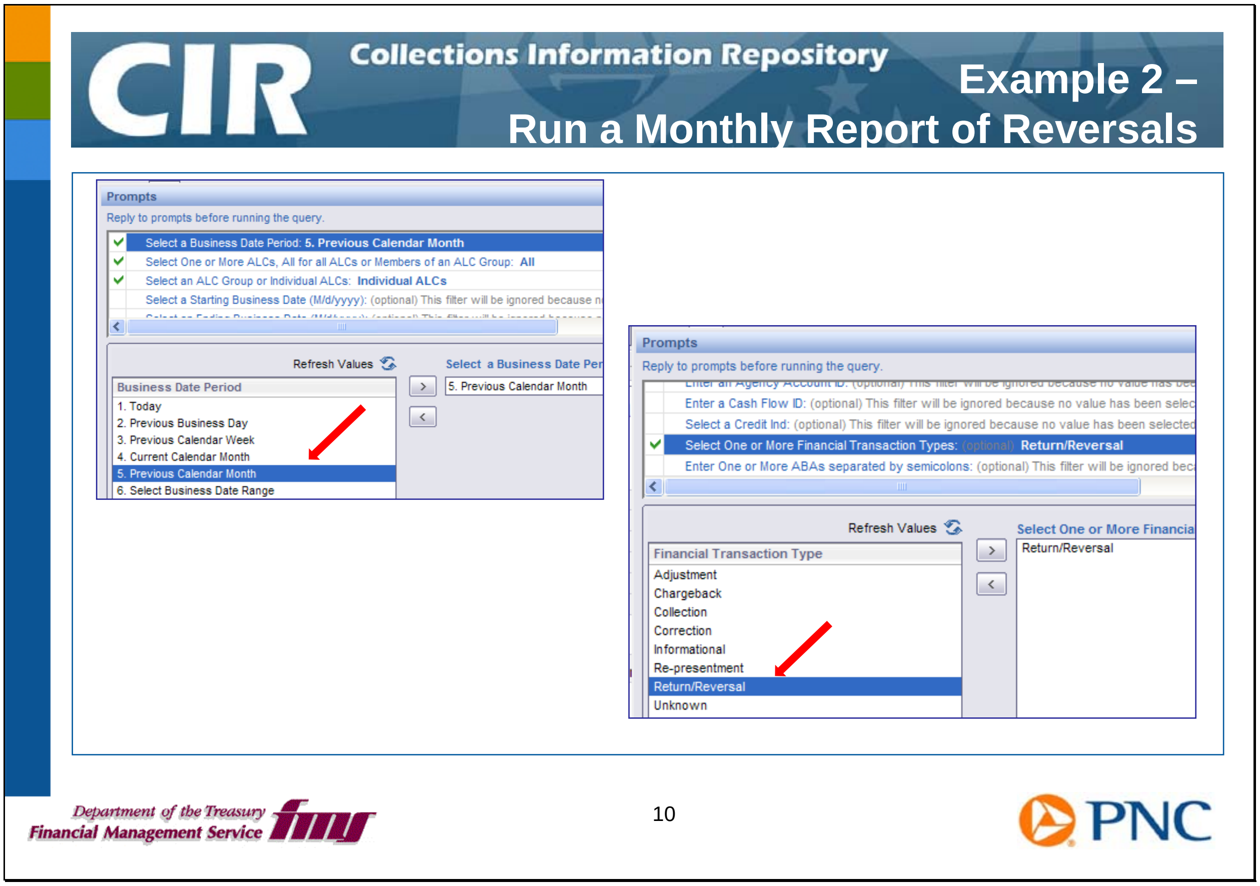
Slide 9



You can choose different business date periods when you run the Fedwire Download Report. If you want to have a report of Fedwires for the previous week, change the prompt for Business Date Period to **3. Previous Calendar Week**. For a report from a particular business date, change the prompt for Business Date Period to **6. Select Business Date Range**, then scroll to the prompts for **Select a Starting Business Date** and **Select an Ending Business Date** and enter the exact dates.

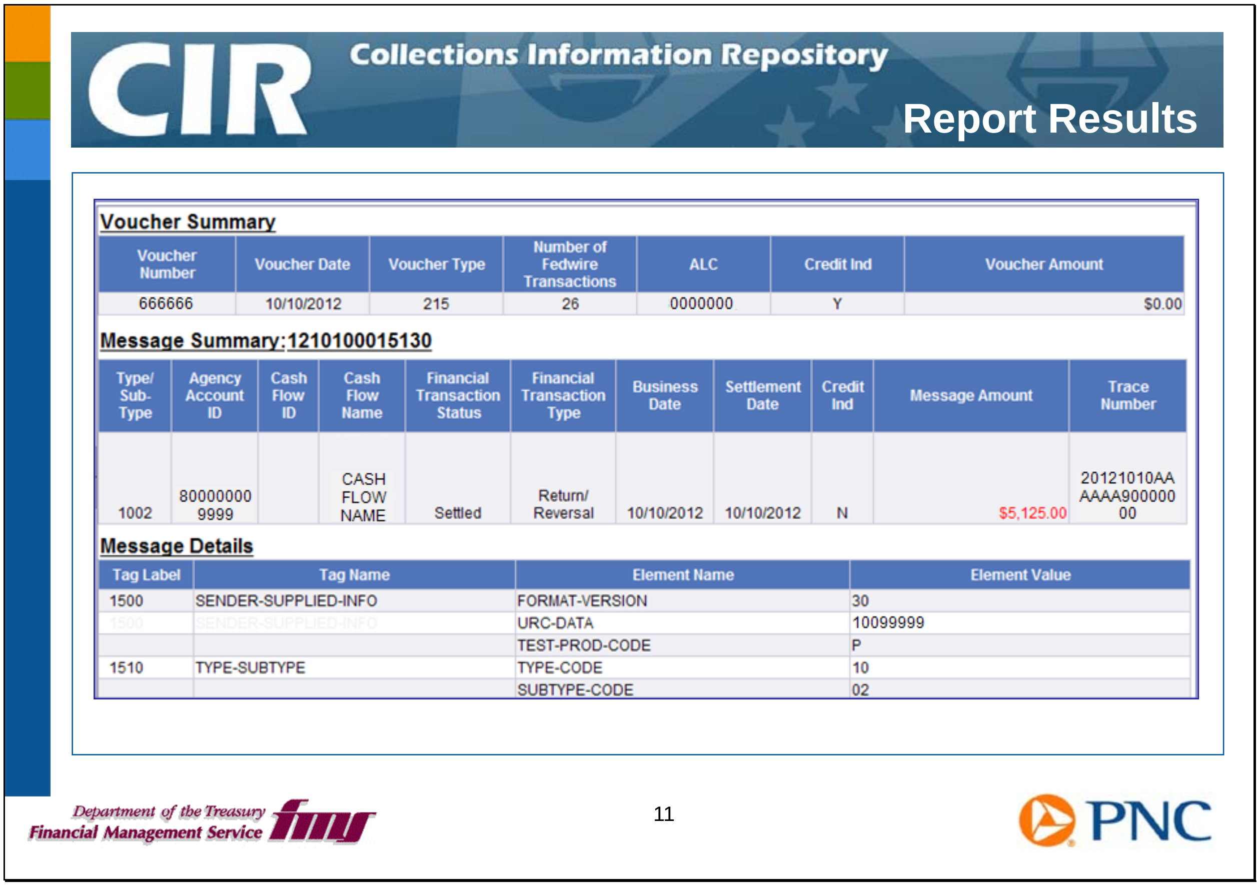
Remember that the Fedwire Download Report has a limit of 1,400 transactions. Depending on the number of Fedwires your agency receives in a day, you may want to limit your business date period to only one day or a few days. In this way you will ensure that your report includes all the Fedwires for the selected time frame as well as all the related details.

Slide 10



In this example, we'll run a report for returns and reversals for the previous calendar month. First, choose **5. Previous Calendar Month** for the Business Date Period. Then, scroll through the prompts to find the prompt **Select One or More Financial Transaction Types**. Choose **Return/Reversal**.

Slide 11



Voucher Summary

Voucher Number	Voucher Date	Voucher Type	Number of Fedwire Transactions	ALC	Credit Ind	Voucher Amount
666666	10/10/2012	215	26	0000000	Y	$0.00

Message Summary:1210100015130

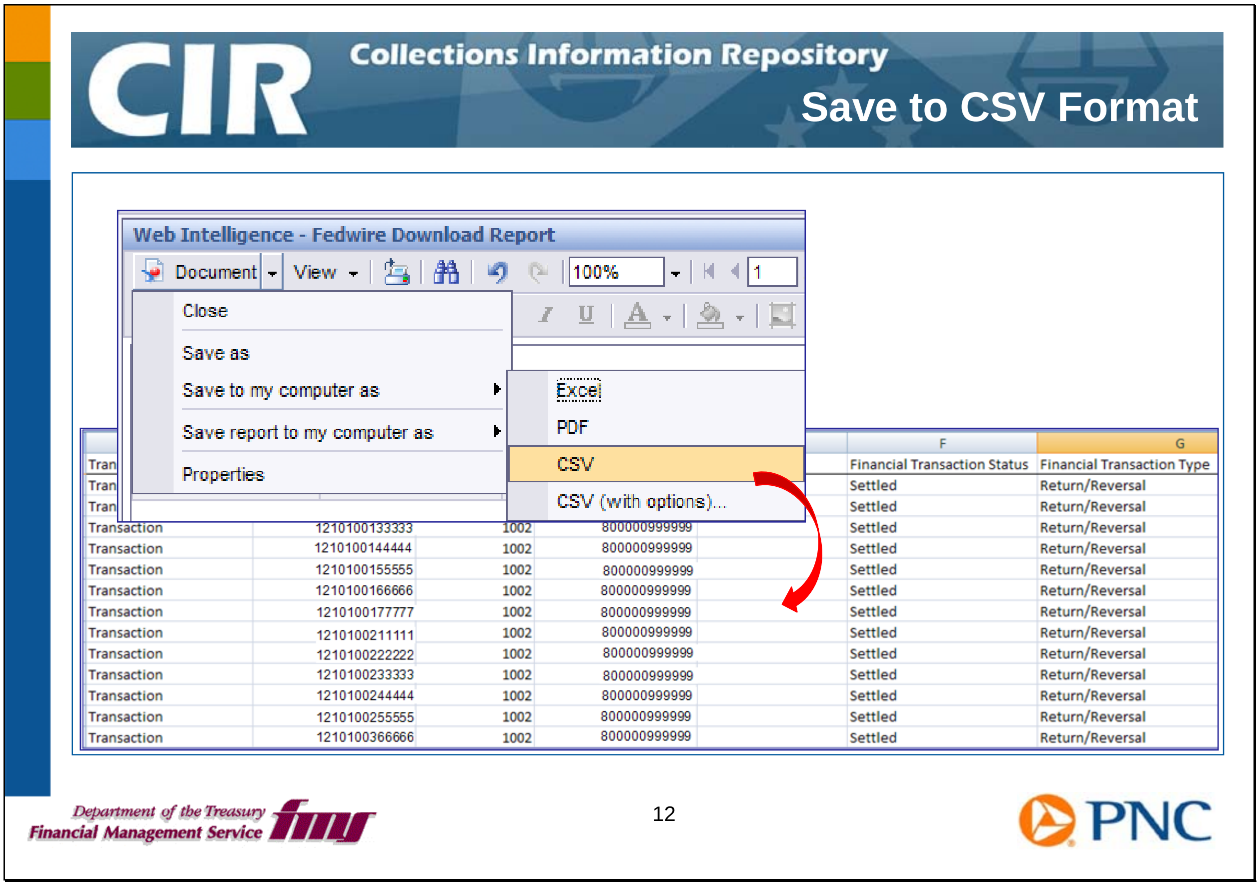
Type/ Sub-Type	Agency Account ID	Cash Flow ID	Cash Flow Name	Financial Transaction Status	Financial Transaction Type	Business Date	Settlement Date	Credit Ind	Message Amount	Trace Number
1002	80000000 9999		CASH FLOW NAME	Settled	Return/ Reversal	10/10/2012	10/10/2012	N	$5,125.00	20121010AA AAAA900000 00

Message Details

Tag Label	Tag Name	Element Name	Element Value
1500	SENDER-SUPPLIED-INFO	FORMAT-VERSION	30
1500	SENDER-SUPPLIED-INFO	URC-DATA	10099999
		TEST-PROD-CODE	P
1510	TYPE-SUBTYPE	TYPE-CODE	10
		SUBTYPE-CODE	02

The system displays the report of last month’s returns. The results are sorted by Business Date first, then by ALC, Agency Account ID, and Voucher Number.

The next slide discusses how to save this report in different formats.



You can save this report in different formats to help your agency use the information.

Click the **Document** option in the tool bar at the top of the report. Click **Save to my computer as**, then click the format you need.

The Excel format looks like the Web Intelligence format but the report data is in cells, columns, and rows, including the headings.

The PDF format is ideal for printing.

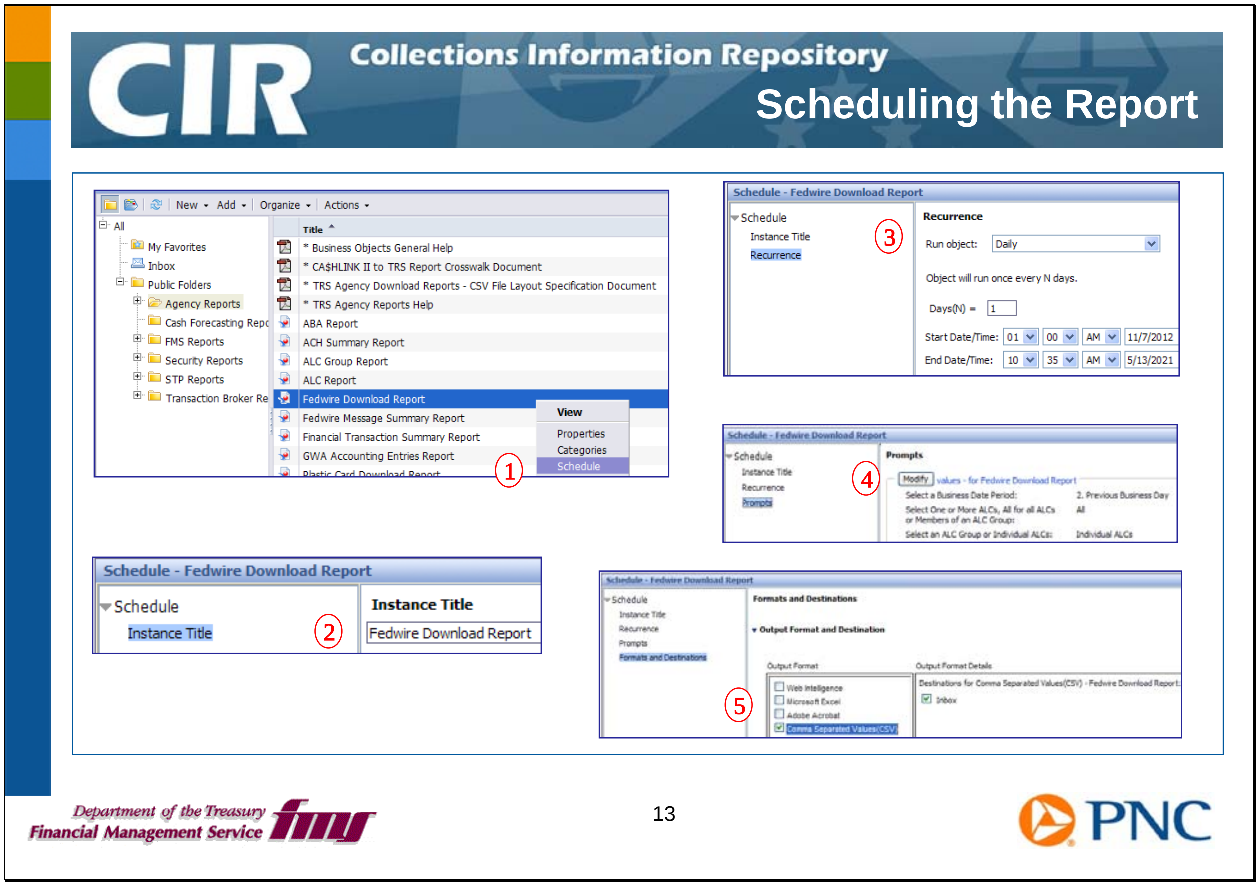
The CSV format allows you to work with the unformatted data in Excel or another reporting tool.

In the example in this slide, the report has been saved in CSV format and opened in Excel.

To learn more about saving reports in different formats, please refer to these materials:

Business Objects General Help – Downloading Reports
Web-Based Training module – **Downloading BO Reports**
Web Topic – **Formatting and Printing Reports**

Slide 13



As with all reports that you can run on demand, you can also schedule the Fedwire Download Report to be run in the background. You can then pick it up at your convenience from the system's Inbox.

First, right-click the title of the report and click **Schedule** from the menu.

Next, enter a title for your report that is meaningful to you.

Third, set the recurrence for the report – daily, weekly, monthly, and so on.

Next, modify any of the prompts to get the results you need.

Last, indicate the format for your report and verify that the results are being sent to your system Inbox. Note that this is **not** your agency's e-mail Inbox. For security reasons, the system will not send financial information through e-mail.

For more details about scheduling reports, please refer to these materials available within the system:

- **Business Objects General Help - Scheduling a Report**
- Web-Based Training module - **Scheduling BO Reports**

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Additional Resources

- Call Center
  - 1-800-346-5465
  - 301-887-6600
  - CIR@pnc.com
- User Manuals
  - Agency Reports Help
  - Business Objects General Help
  - CA$HLINK II to TRS Reports Crosswalk
  - Agency Download Reports – CSV File Layout Specification
  - Web Topic: Using the Fedwire Download Report

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Thank you for viewing this session. We hope you'll take advantage of all the information resources available to you.

We encourage you to send us feedback at CIR@pnc.com.