

# Banner 9

## ZFPCSHR – Edit Finalized Cashier Sessions

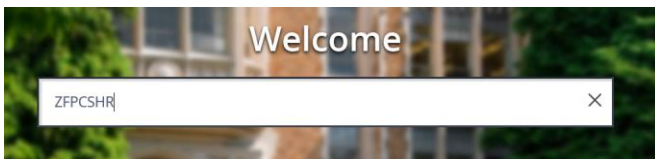
ZFPCSHR (Job Submission) process edits all finalized cashier sessions before running TGRFEED. It allows the verification of all finalized sessions to ensure that sessions haven't been finalized in error. This will allow colleges to effectively control End of Day processing by campus. Finalized Sessions may be flipped back to Closed Sessions when applicable.

**This process must be run after sessions have been finalized and before ZDLFEED/TGRFEED is run.**

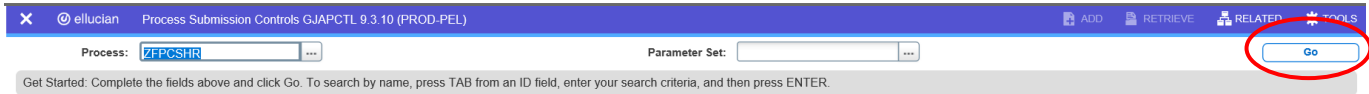
**Recommendation:** If Class Updating - Each user must have maintenance access to the object ZFPCSHR. Give BAN\_DEFAULT\_M on ZFPCSHR to BAN\_ARBASIC\_SUPER or any Cashiering class where the User runs End of Day processing.

If USER ID Updating - Each user must have maintenance access to the object ZFPCSHR. Give BAN\_DEFAULT\_M on ZFPCSHR to the Banner user needing access to this report.

On the landing page enter ZFPCSHR, then press enter.



In Process Submission select **Go**

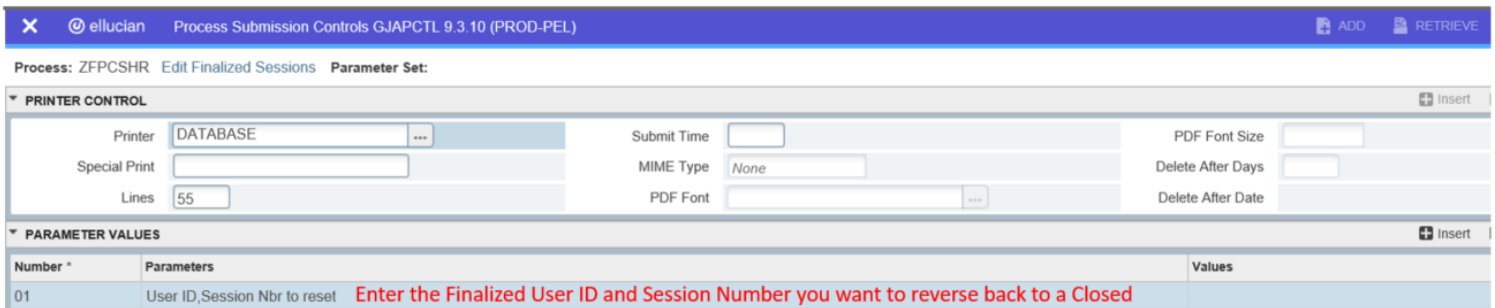


In the Printer Control Section – Enter **Database**

**Alt Page Down** to go to next section or click on the down arrow at the bottom of the page.



**Enter your Parameter Value.** Each Parameter is defined in red.



**Enter the Finalized User ID and Session Number you want to reverse back to a Closed Session. Valid entries include: JDOE, 215 or JDOE, % (all finalized sessions owned by JDOE). The session must be finalized and not fed thru TGRFEED. All finalized un-fed sessions will be changed back to C if the value is ALL, %. These entries will be validated to ensure the Cashier ID and Session number is a un-fed Finalized Session. If not, errors will appear in ZSPCCHR.log file.**

**Please make sure all user ids are in CAPS.**

**The format for this parameter: USER ID, SESSION NUMBER. This field allows multiple 01 parameter values. The Session Number must be one through five characters in length. Valid entries include:**

**STUWEBCREDIT,00124  
STUWEBCREDIT,0124  
STUWEBCREDIT,124  
ALL, %**

02	Update (Y/N)	If this value is Y, it will change the designated un-fed finalized sessions from F to C. If this value is N, no updating will occur. A summary report will print indicating cashier summary information.	N
03	Line Limit		55

Save Parameter Set as
 Hold / Submit  Hold  Submit

Name  Description 
Insert

**Note:**

**ZFPCSHR Processing**


ZFPCSHR edits DWCC and DWCK transactions within **un-fed** Finalized sessions to ensure they equal \$0.00 indicating that RTS application-of-payment issues have been resolved.


ZFPCSHR edits all **un-fed** Finalized Sessions to ensure each transaction is un-fed. If TGRFEED bombs during an update, some or parts of a Finalized session may be updated with Doc Code information.

ZFPCSHR edits any **fed** Finalized sessions and reports them. This probably means that the cashier didn't previously change Finalized Sessions to Report during the last End of Day process.

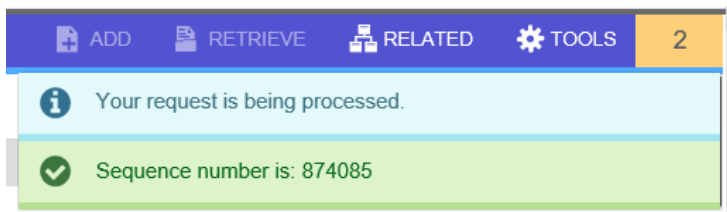
During the Update process, designated **un-fed** Finalized sessions are changed from a status of 'Finalized' to 'Closed'. Note: The designated session(s) will not change back to 'Closed' if DWCC or DWCK transactions are not equal to zero.

**ZFPCSHR generates a .log and .lis file.**

**Alt Page Down** to go to next section or click on the down arrow at the bottom of the page. 

Press F10 to save or select the SAVE button at the bottom right corner to run the process. 

Once the process is run you will see informational message in the top right corner of your page. It will also identify the sequence number.



To view your .log click the RELATED tab at the top right of the page and then select Review Output [GJIREVO]



Your sequence number will be showing. (If the process is complete)

Click on the ... to view your .log file.

ellucian Saved Output Review GJIREVO 9.3.7.1 (PROD-PEL) ADD RETRIEVE RELATED TOOLS

Process: ZFPCSHR Edit Finalized Sessions Number: 874085 Go

File Name:  ... Beginning Date:  Saved

Lines:

Get Started: Complete the fields above and click Go. To search by name, press TAB from an ID field, enter your search criteria, and then press ENTER.

Available Files

Criteria

Output File Name	Record Count	Date Saved
zfpshr_874085.lis	38	03/11/2019 10:21:40 A
zfpshr_874085.log	12	03/11/2019 10:21:40 A

10 Per Page Record 1 of 2

Cancel OK

You will see your available files.

Select either your .log or .lis to view.

Then click OK

Below is sample output information of your .log and .lis file.

### ZFPCSHR log file.

Process: ZFPCSHR Edit Finalized Sessions Number: 874085 File Name: zfpshr\_874085.log Beginning Date Saved: Lines: 12

SAVED OUTPUT REVIEW

```
PARAMETER (1) = [TMOORE]
PARAMETER (2) = XXXXXXXX
PARAMETER (3) = 874085
PARAMETER (4) = ZFPCSHR
Successfully Connected to Oracle in ZFPCSHR
Successful run of ZFPCSHR
Version 2.1
11-MAR-2019

Cashier/Session Number ALL, %
Update (Y/N) N
Lines Per Page 000000055
```

20 Per Page

To go back, click the Start Over button on the top right hand corner of the page.

Start Over

You can select your lis file to review.

## ZFPCSHR.lis file.

```
SESSIONS TO BE FLIPPED FROM F TO C
ARHITE      000004  SESSION CHANGED FROM F TO C
SCALE      000004  SESSION ALREADY FED
STUWECREDIT 002876  CLOSE  SESSION CHANGED FROM F TO C
STUWECREDIT 002876  CLOSE  SESSION CHANGED FROM F TO C
STUWECREDIT 002883  CLOSE  DWCC-DWCK TRANSACTION NOT = 0
STUWECREDIT 002887  CLOSE  SESSION CHANGED FROM F TO C
STUWECREDIT 002888  CLOSE  DWCC-DWCK TRANSACTION NOT = 0
STUWECREDIT 002888  CLOSE  SESSION CHANGED FROM F TO C
STUWECREDIT 002888  CLOSE  SESSION CHANGED FROM F TO C
THCORE      000004  SESSION ALREADY FED
THCORE      000007  SESSION CHANGED FROM F TO C
FINALIZED SESSIONS EDITTED
SCALE      000004  SESSION ALREADY FED
THCORE      000004  SESSION ALREADY FED
** SESSION TOTAL **
              .00
```

The .log and .lis file is generated in /u02/jobsub/PROD/gurjobs. Be sure to check this file for errors.

### **ZFPCSHR Report Headings**

SESSIONS TO BE FLIPPED FROM F TO C – Audit mode

SESSIONS FLIPPED FROM F TO C – Update Mode

FINALIZED SESSIONS EDITTED – Edit/report totals

### **ZFPCSHR Message(s) in .lis file:**

#### VERIFY CASHIER SESSION NUMBER

ZSPCSHR can't find a finalized session number that matches the value on parameter 1 (STUWECREDIT,00124). This entry must be entered with a Cashier number, session number. The session number must be one through five characters in length.

#### SESSION NOT FINALIZED

ZFPCSHR can't find a finalized unfed session number that matches the value on parameter 1.

#### SESSION PARTIALLY FED

ZFPCSHR has identified that part of the finalized session has already been fed. This is probably due to the fact that TGRFEED may not have completed successfully in the previous run. It may be difficult to balance TGRFEED if this has occurred.

#### DWCC-DWCK TRANSACTION NOT = 0

ZFPCSHR has identified DWCC or DWCK transactions in a given session that do not equal zero. This session must be flipped back to a "C" – closed state and the DWCC or DWCK transactions must be correct in a Cashier Supervisory Correction session. Do not feed sessions if DWCC or DWCK transactions haven't been corrected.

#### SESSION CHANGED FROM F TO C


ZFPCSHR has flipped an un-fed finalized session back to a Closed session (audit or update mode).

### **ZFPCSHR Outputs**

ZFPCSHR produces a report showing pre-edits, error messages and Cashier summary information.

To go back, click the Start Over button on the top right hand corner of the page.

[Start Over](#)

If you click the X at the top left,  you will go back to Process Submission Control GJAPCTL – Process ZFPCSHR.