

Banner 9

ZFRNOTE – Creates an NACHA Pre-Note File

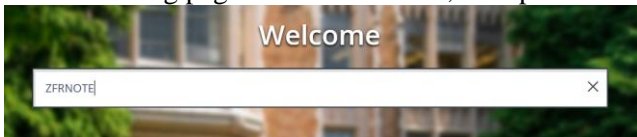
ZFRNOTE is a job-submission process that generates a NACHA Pre-Note ACH check file. All dollar values for this ACH file are zero. It additionally provides the capability to flip all Pre-Noted students to an Active Status and also provides the capability to flip all Active Students to a Pre-Noted status. You may optionally work with a group of students, either by the term or by a selected population selection.

All students who are categorized as ‘Pre-Note’ recipients in GXADIRD will be reported in the NACHA Pre-Note file. It is important to understand that if Parameter 09 is set to Y, students who are in an Active Status will first be set to Pre-Note before any other processing is done.

For Technical Support Staff If Class Updating - Each user must have maintenance access to the object ZFRNOTE. Give BAN_DEFAULT_M on ZFRNOTE to BAN_ARBASIC_C.

If USER ID Updating - Each user must have maintenance access to the object ZFRNOTE. Give BAN_DEFAULT_M on ZFRNOTE to the Banner user needing access to this report.

On the landing page enter ZFRNOTE, 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 Values. Each Parameter is defined in red.

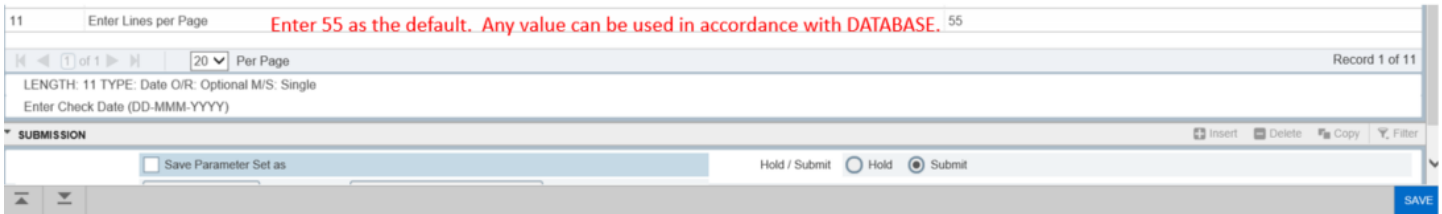
Process: ZFRNOTE DTAE Pre-Note Process Parameter Set:


PRINTER CONTROL


Printer: DATABASE
 Special Print:
 Lines: 55
 Submit Time:
 MIME Type: None
 PDF Font:
 PDF Font Size:
 Delete After Days:
 Delete After Date:

PARAMETER VALUES

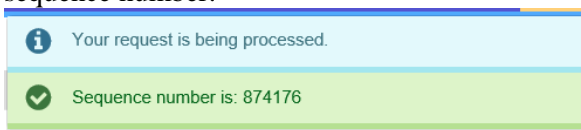
Number *	Parameters	Values
01	Check Date	03/13/2019
02	Term	201912
03	Selection Identifier	
04	Application Code	
05	Creator Id	
06	User	
07	Create Output File (Y/N)	Y
08	Bank Code	01
09	Flip Pre-Notes to Active (Y/N)	Y
10	Flip Actives to Pre-Note (Y/N)	N



Note:
This process will produce a .lis and .log file.
After you have entered your parameters **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.

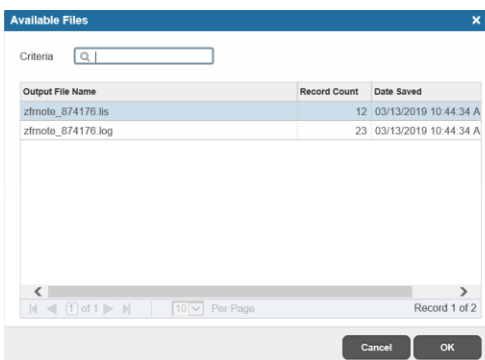
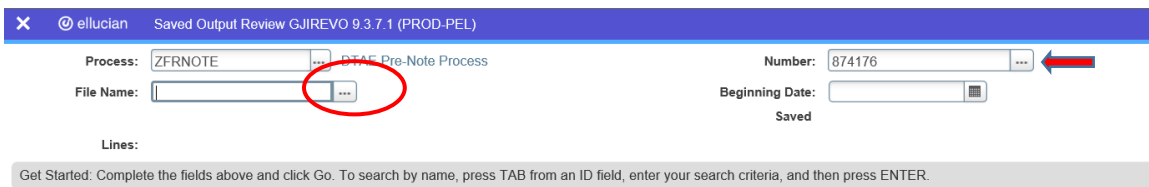


To view your .log and .lis file, click the RELATED tab at the top right of the page and then select Review Output [GJIREVO]



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

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



You will see your available files.

Select either your .lis file or .log to view.

Then click OK

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

Example of ZFRNOTE.log

```
Process: ZFRNOTE DTAE Pre-Note Process Number: 874176 File Name: zfrnote_874176.log Beginning Date Saved: Lines: 23
SAVED OUTPUT REVIEW
PARAMETER (1) = [TMOORE]
PARAMETER (2) = XXXXXXXX
PARAMETER (3) = 874176
PARAMETER (4) = ZFRNOTE
Successfully Connected to Oracle in ZFRNOTE

Successful run of ZFRNOTE
Version 5.0
13-MAR-2019

ACH File Name /u01/app/banner/dataload/general/pach20190313104433

Check Date 13-MAR-2019
Term Code
Selection Identifier
Application
Creator
User ID
Is this an Update(Y/N) Y
Bank Code (ACH) 01
Flip to Active Status Y
Flip to Pre-Note Status N
Lines Per Page 00055
30 Per Page
```

To go back and look at the .log file, click the Start Over button on the top right hand corner of the page.

[Start Over](#)


You can select your lis file to review.

Example of ZFRNOTE.lis file. (900 numbers removed for privacy)

```
Process: ZFRNOTE DTAE Pre-Note Process Number: 874176 File Name: zfrnote_874176.lis Beginning Date Saved: Lines: 12
SAVED OUTPUT REVIEW
ACH PRE-NOTE CHECK REGISTER UPDATE(SEQUENCE 0) Page 1
13-MAR-2019
Ck Date Student Name I D Chk Amt Trace Number
03/13/19 LINDA ABLER 91( 0.00 062005690030001 Active
03/13/19 TABITHA ALBERTSON 91( 0.00 062005690030002 Active
03/13/19 RUBY ASHLEY 91( 0.00 062005690030003 Active
03/13/19 A AUSTIN 91( 0.00 062005690030004 Active
Grand Total ACH to Bank -- .00
STUDENTS FLIPPED TO ACTIVE: 4
30 Per Page
```

To go back and look at the .log file, 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 ZFRNOTE.

