

## Banner 9

### ZSPARP4 – Generates a Positive Pay file from a TCSG Check Register (Wachovia Bank)

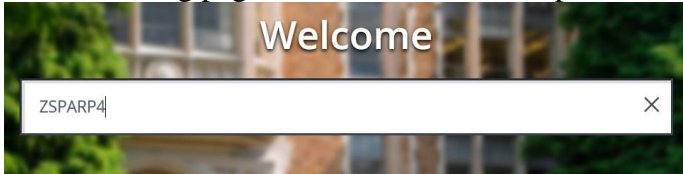
Prior to running ZSPARP4, you must establish Positive Pay processing with your bank. There may be different Positive Pay formats. This process is using the 07/29/2005, Wachovia Connection, Wachovia Bank 136 character Fixed format with the 10 digit year Issue Date (xx/xx/xxxx). See below. Secondly, you must set up your banking information in GXR BANK. This is a one-time set up. Refer to the ACH documentation for setting up the Bank Code and the Bank Name in Banner.

#### For Technical Support Staff

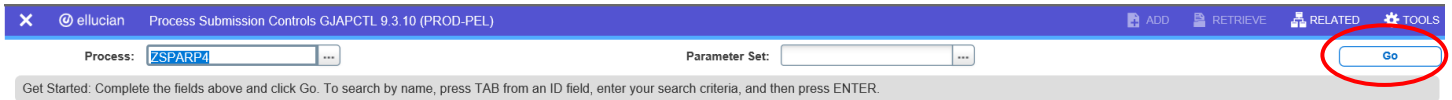
If Class Updating - Each user must have maintenance access to the object ZSPARP4. Give BAN\_DEFAULT\_M on ZSPARP4 to BAN\_ARBASIC\_C.

If USER ID Updating - Each user must have maintenance access to the object ZSPARP4. Give BAN\_DEFAULT\_M on ZSPARP4 to the Banner user needing access to this report.

On the landing page enter ZSPARP4, then press enter.



#### In Process Submission select **Go**

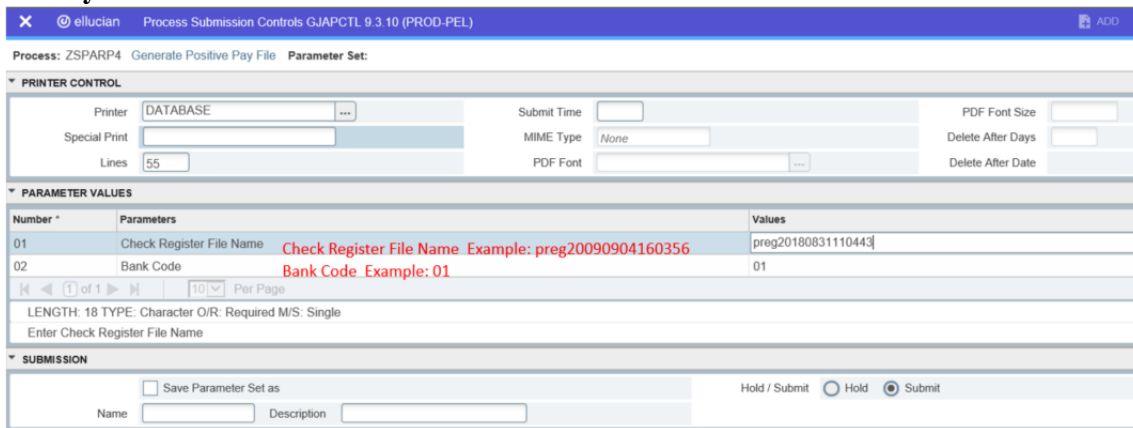


#### In the Printer Control Section – Enter **Database**

**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.


A screenshot of the Banner parameter values section. The top navigation bar is blue and contains the text "Process Submission Controls GJAPCTL 9.3.10 (PROD-PEL)". Below the navigation bar, there are two input fields: "Process:" with "ZSPARP4" entered and "Parameter Set:" which is empty. Below the input fields, there is a "PRINTER CONTROL" section with fields for "Printer" (DATABASE), "Submit Time", "PDF Font Size", "Special Print", "MIME Type" (None), "Delete After Days", "Lines" (55), "PDF Font", and "Delete After Date". Below the printer control section is a "PARAMETER VALUES" section with a table. The table has three columns: "Number", "Parameters", and "Values". The first row has "01" in the "Number" column, "Check Register File Name" in the "Parameters" column, and "preg20180831110443" in the "Values" column. The second row has "02" in the "Number" column, "Bank Code" in the "Parameters" column, and "01" in the "Values" column. Below the table, there is a "SUBMISSION" section with a "Save Parameter Set as" checkbox, "Name" and "Description" input fields, and "Hold / Submit" radio buttons (Hold is selected).

Number	Parameters	Values
01	Check Register File Name	preg20180831110443
02	Bank Code	01

#### **Note:**

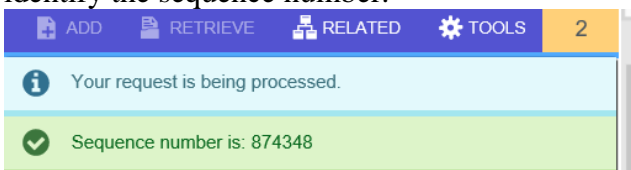
1. There will be a LOG and LIS file. The LIS file will be the ARP reconciliation file.
2. Get your Check Register file name from ZFRCHK (update mode). Parameter one only requires the register file name. /u01/app/banner/dataload/general is not necessary. It is assumed.

3. Use your correct Bank Code for Parameter 2. The Bank Account Number is pulled from GXR BANK, Screen One information. The ACH information on screen 2 is not needed for this process. \*Note: You must first set up your Bank Account as a non-person in SPAIDEN because the ID number generated in SPAIDEN is required in GXR BANK.
4. This process creates a ZSPARP4\_lis and ZSPARP4\_log file. Your .log file should be reviewed first to make sure there are no errors. Verify your Bank Name in the .log file.
5. Your .lis file is your Positive Pay file. Using 'DATABASE', bring this file to your desktop.

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.

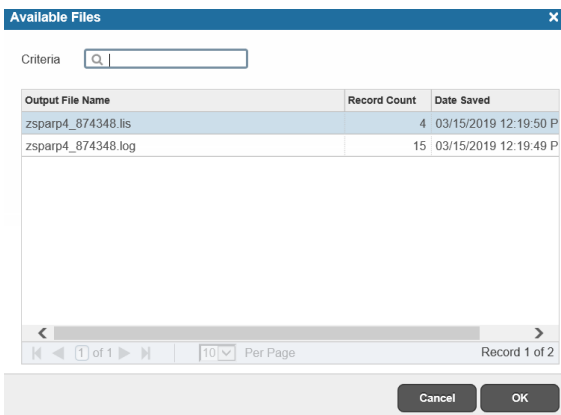
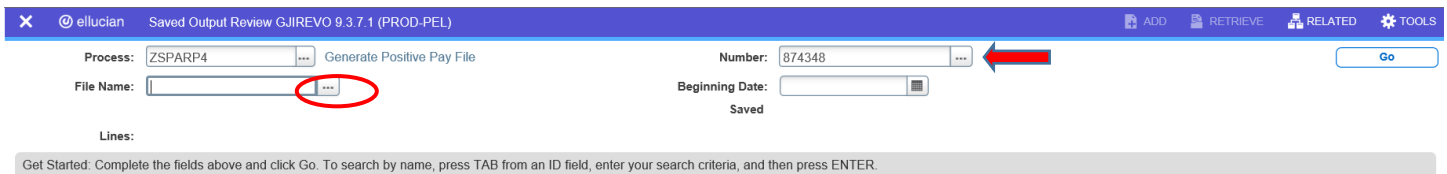


To view your .log and .lis file, click the RELATED tab at the top right of the page and then select Review Output [GJIREVO]



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.


This example below shows ZSPARP4.log file

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.

This example below shows ZSPARP4.lis file

If you click the X at the top left,  you will go back to Process Submission Control GJAPCTL – Process ZSPARP4.

**Note:**

**Positive Pay File layout (Revision 04/25/2006 format)**

**Issue Items**

**Header Record**

Field	Position	Description	Length	Type	Comments/Contents
1	01-06	Record Count	6	Numeric	Formatted '000000' represents the number of records in the file.

Data Records

Field	Position	Description	Length	Type	Comments/Contents
1	01-06	Line Number	6	Numeric	Required Field. Formatted '000000'. This number is used as the import file identifier. *****
2	07-23	Bank ID/Account Number	17	Alphanumeric	Formatted 'WBGA000000000000000'
3	24-33	Serial Number	10	Numeric	Formatted '0000000000'. Zeros precede the number, if the number is less than expected size.
4	34-45	Amount	12	Numeric	This field should be right justified in the following format: 000000000000. (The last 2 digits are cents in this example). Zeros precede the number if the number is less than expected size. Valid characters are numeric only.
5	46-55	Date	10	Numeric	Formatted "mm/dd/ccyy"
6	56	Void Indicator/Action	1	Alphanumeric	"I" for Issue, "C" for Cancel
7	57-106	Payee Name 1	50	Alphanumeric	Optional: Left-justified with spaces at the end of the field. This interface will load the Payee Name but it is not set up for Positive Pay by Name
9	107-136	Additional Data	30	Alphanumeric	Left justified with spaces at the end of the field.

Note: Each issue/cancel record needs to be on a separate line.

Data should be Character, not Packed. (All fields are in display format.)

Record Size: 136 Characters