

Banner 9

ZSPARP7 – Generates a Positive Pay file from a TCSG Check Register (Regions Bank)

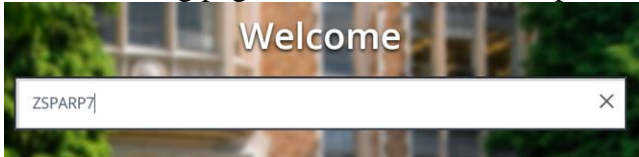
Prior to running ZSPARP7, you must establish Positive Pay processing with your bank. There may be different Positive Pay formats. The file is a 77 character Fixed format with the 8 digit year Issue Date (MMDDYY). See below. Secondly, you must set up your banking information in GXR BANK. This is a one-time set up. Refer to the ACH procedure for setting up the Bank Code and the Bank Name in Banner.

For Technical Support Staff

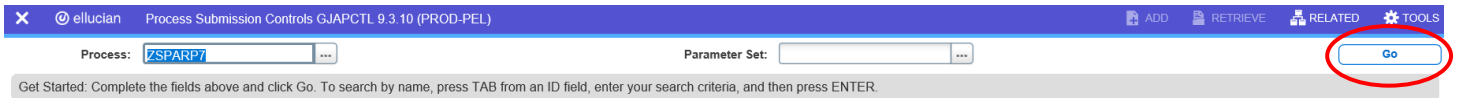
If Class Updating - Each user must have maintenance access to the object ZSPARP7. Give BAN_DEFAULT_M on ZSPARP7 to BAN_ARBASIC_C.

If USER ID Updating - Each user must have maintenance access to the object ZSPARP7. Give BAN_DEFAULT_M on ZSPARP7 to the Banner user needing access to this report.

On the landing page enter ZSPARP7, then press enter.



In Process Submission select Go

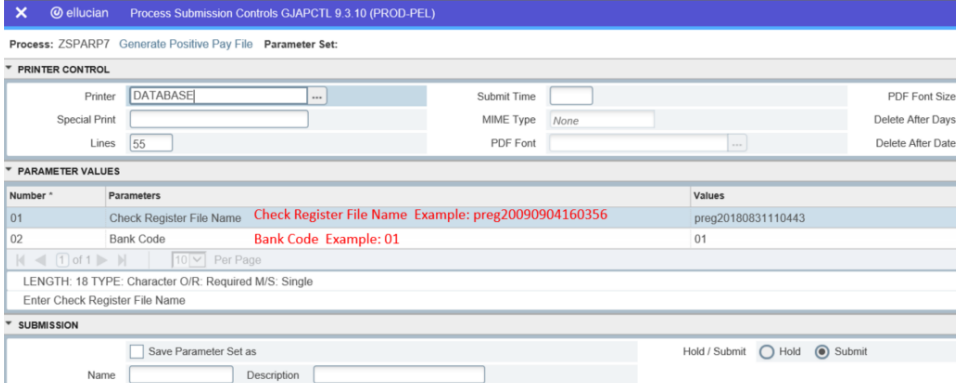


In the Printer Control Section – Enter Database

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.





Number *	Parameters	Values
01	Check Register File Name Check Register File Name Example: preg20090904160356	preg20180831110443
02	Bank Code Bank Code Example: 01	01

Note:

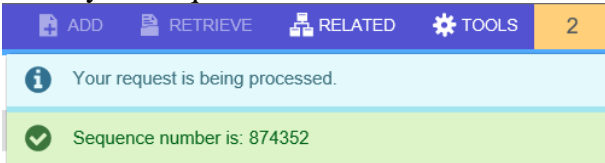
1. There will be a log and lis file. The lis file will be the ARP reconciliation file which will be generated in /u02/jobsub/PROD/gurjobs directory on your Banner box.
2. Get your Check Register file name from ZFRCHEK (update mode). Parameter one only requires the register file name. /u01/app/banner/dataload/general 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. If you have two bank accounts, two bank codes must be established.
4. 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. There is no need to convert this file in Excel.

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.

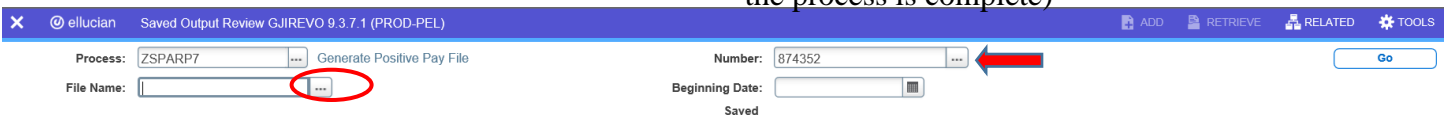


To view your .log and .lis file, click the RELATED tab at the top right of the page and then select Review Output [GJIREVO]

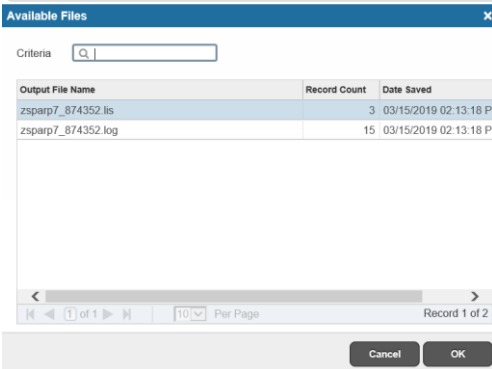


Click on the ... to view your .log or .lis file.

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



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.



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 ZSPARP7.log file

The screenshot shows a web application window titled "ellucian Saved Output Review GJIREVO 9.3.7.1 (PROD-PEL)". The process details are: Process: ZSPARP7, Generate Positive Pay File, Number: 874352, File Name: zsparp7_874352.log, Beginning Date: 15-MAR-2019. The main content area displays the following text:

```
PARAMETER (1) = [TMOORE]
PARAMETER (2) = XXXXXXXX
PARAMETER (3) = 874352
PARAMETER (4) = ZSPARP7
Successfully Connected to Oracle in ZSPARP7
*** Using ACH Bank Account 01
Bank Name          REGIONS OPERATING
Program:   ZSPARP7 Version 2.0

15-MAR-2019
preg20180831110443

Checks read:      0000003
Issues formatted: +0000003
Connected.
```

At the bottom, there are navigation controls showing "1 of 1" pages and "20 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.

This example below shows ZSPARP7.lis file

The screenshot shows a web application window titled "ellucian Saved Output Review GJIREVO 9.3.7.1 (PROD-PEL)". The process details are: Process: ZSPARP7, Generate Positive Pay File, Number: 874352, File Name: zsparp7_874352.lis, Beginning Date Saved: 15-MAR-2019, Lines: 3. The main content area displays the following text:

```
64401880520000000600000035000083118Kristy D Lone I
644018805200000000610000080000083118RUBY K ASHTON I
644018805200000000620000065500083118Kristy D Lone I
```

At the bottom, there are navigation controls showing "1 of 1" pages and "10 Per Page".

If you click the X at the top left,  you will go back to Process Submission Control GJAPCTL – Process ZSPARP7.

Note:

1. Regions Bank information --- File Format (Input 156)

iTreasury Positive Pay allows you to use 2 different file types. This interface uses the Fixed Record format.

Standard information required for an input file includes:

- Account Number (Must be 10 digits)
- Serial Number (Check number – 10 digits)
- Amount (8 plus 2 decimal positions assumed)
- Issue Date (mmddyy)
- Payee Name (optional but included in the file, 40 characters)
- Transaction code (optional unless voids are included in the same file as issues)

2. Testing

TM Implementations will coordinate the process of testing your issue file prior to the file going into live production. Once you have created a test file, you will send the file via secure email to your implementation specialist. The specialist will review the file to ensure formatting is correct. If changes are necessary, the specialist will communicate those to you.

Upon completion of the test, TM Implementations will coordinate an effective date of service.

Note: You will not have access to the iTreasury Positive Pay module until this process has been completed and a successful test has occurred.

3. Moving to Production

The day prior to your effective date, you will need to import an outstanding issue file, using the format used during testing, into iTreasury.

Note: If Regions does not receive the outstanding file, clients will be turned away at the Teller line due to the fraud protection on the account. Each check presented must match your outstanding issue file.

Additional Resources

File Format Additional Information

- Use Microsoft Excel (or a compatible product) to format the fields as specified.
- Save the Excel file as CSV (*.csv) file type or as a txt file format. Your file may be reopened in Notepad, if needed, for additional verification or editing.
- The maximum number of characters/bytes allowed in a Positive Pay import file <= 599,997

Example:

Fixed Width Record

