

Line Collection Setup Guide

Oracle Financial Services Lending and Leasing

Release 14.4.0.0.0

Part No. E89525-01

October 2017

Line Collection Setup Guide
October 2017
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1. Navigation

This document provides an overview of the basic template, navigation, common operations that can be performed, and keyboard short cuts available in Oracle Financial Services Lending and Leasing. Since this section details the general options available in the User Interface, some or all the parts of this section are applicable to you as per access provisions & licensing.

The document is organized into below topics:

- Logging In
- Template and Navigation
- Common Operations
- Hot Keys

Note

The application can be best viewed in 1280 x 1024 screen resolution.

1.1 Audience

This document is intended to all Prospective Users who would be working on the application.

1.2 Conventions Used

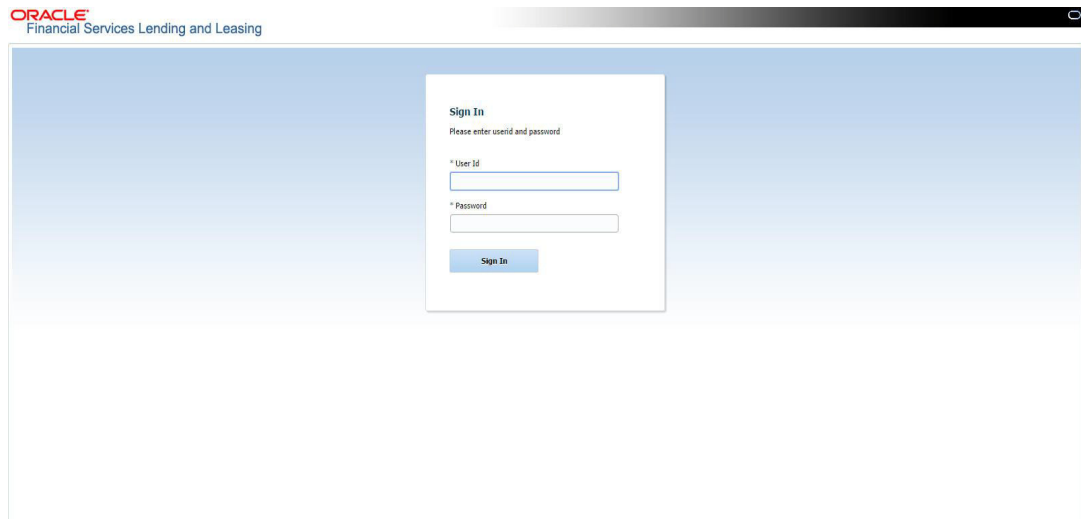
| Term | Refers to |
|------------------------|---|
| The system/application | Oracle Financial Services Lending and Leasing |
| Mnemonic | The underlined character of the tab or button |

1.3 Logging In

The pre-requisites to log into the system are a valid user ID and a password, defined by the system administrator in Administration > User screen.

You can login to the system using a valid user ID and a password defined by the system administrator, in Administration > User screen. A User ID is disabled automatically by the system if it is inactive for a specified number of days.

When you invoke the application, the **Sign In** screen is displayed.



- **User ID** – Specify a valid User ID.
- **Password** – Specify a valid password for the specified User ID.

The system accepts the User ID and password in upper case only. After specifying valid credentials, click **Sign In** to sign into the application.

1.4 Template and Navigation

This section provides a brief input on the template and navigation of the system. Details are grouped into two categories to enable easy understanding. These include:

- Home screen
- Screens

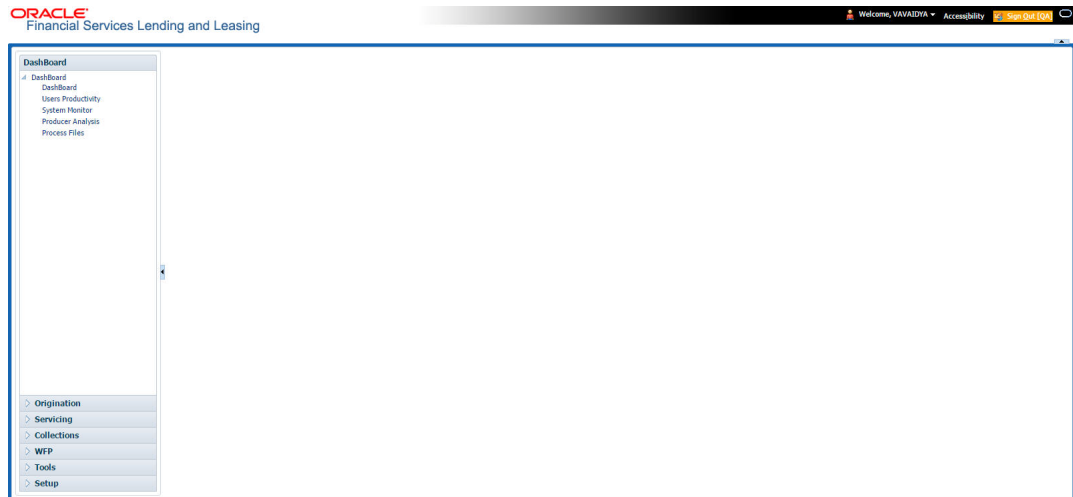
1.4.1 Home Screen

Once you login to the application with valid credentials, the system authenticates the details and displays the Home screen.

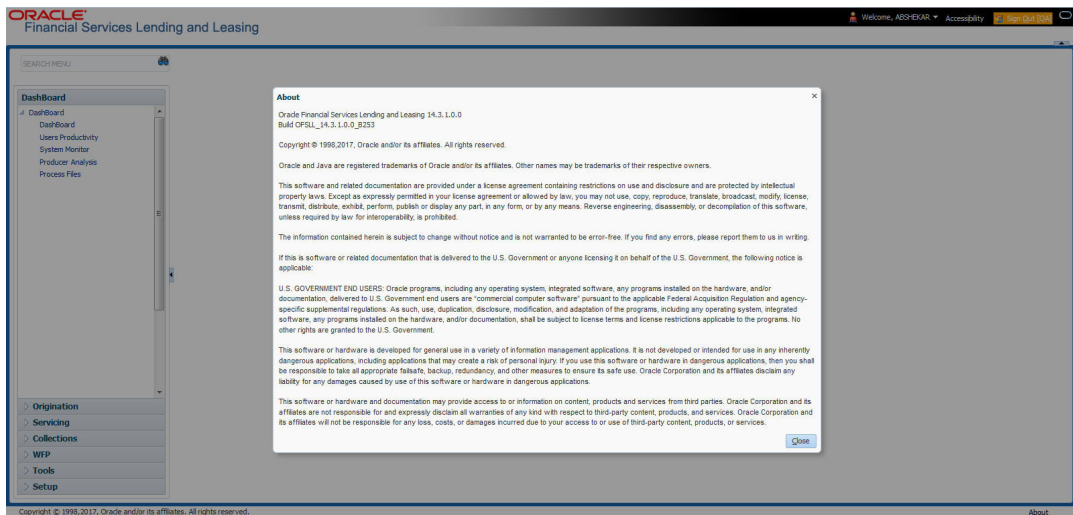
The Home screen consists of the following components:

- Header
- Left Pane

- Right Pane/Work Area



You can view the application version details and copyright information by clicking **About** link at the right corner of the screen.



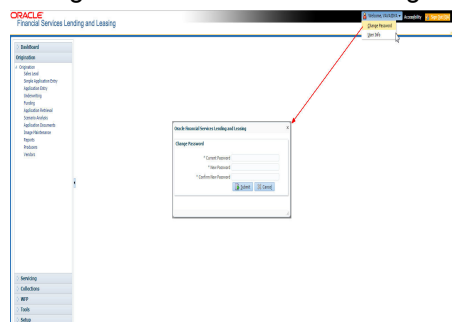
Header

In the Header, system displays the following:

- **User ID** that you have currently logged/Signed in. Click the adjoining drop-down arrow, the system displays the following options:



- **Change Password** – Click to change the current password.



Specify the current password in the **Current Password** field and a valid password, you wish to maintain as a new password, in the **New Password** field. Re-enter the password in **Confirm Password** field and click **Submit** to change the password.

- User Info – Click to view the current user info.

In this screen, apart from viewing the user info, you can also set Session Language, enable error log, and specify the time zone preference.


Session Language – Select a language that you need to set for the session, from the drop-down list.

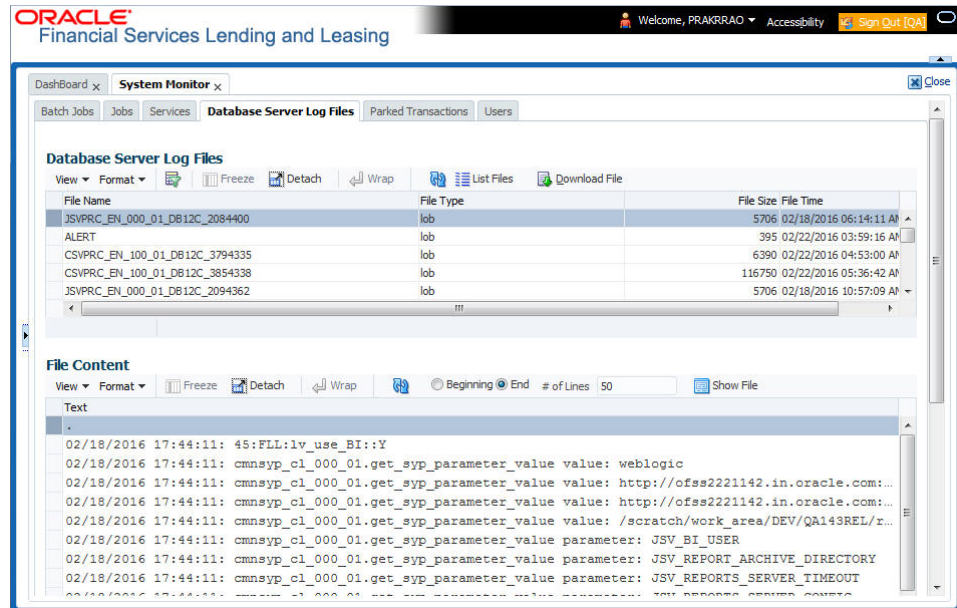
Debug Enabled Ind – Check this box to enable the debug indicator.



On selection, system records all the debugs into logs files depending on the following two types of system parameters:

| System Parameter | Condition to record debug data |
|------------------|---|
| CMN_DEBUG_METHOD | If parameter value is 1, then debug data is recorded into a file in Database Server. If parameter value is 4, then debug data is recorded into the table LOG_FILES_HEADER. |
| CMN_DEBUG_LEVEL | If parameter value is greater than 0, only then the debug data is recorded. |

The debug data can be viewed from Dashboard > System Monitor > Database Server Log Files.

You can click on  **List Files** button to view the list of logged files.



Click on  **Show File** button to view the selected file contents in the 'File Content' section. You can also click  **Download File** button to extract a copy of debug details.


Time Zone Level - Select the time zone preference as User/Company Branch/ Application Server Time Zone from the adjoining options list.

For more details on time zone selection, refer to Time Zone Preference section of this user manual.



Click **Submit** to save the changes or **Close** to close the screen without changes.

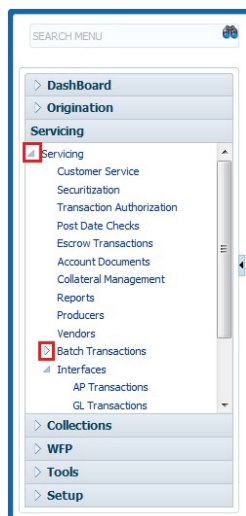
- **Accessibility** – Click the link to view accessibility features of the system.

Refer accessibility document for further details.

- **Sign Out** – Click the link to sign off from the application. You can also click on  icon to sign off from the application.

Left Window

In the left pane, system lists and provides drop-down links for various modules available in the product. Click  to expand the Module Master Tabs and  to collapse them.

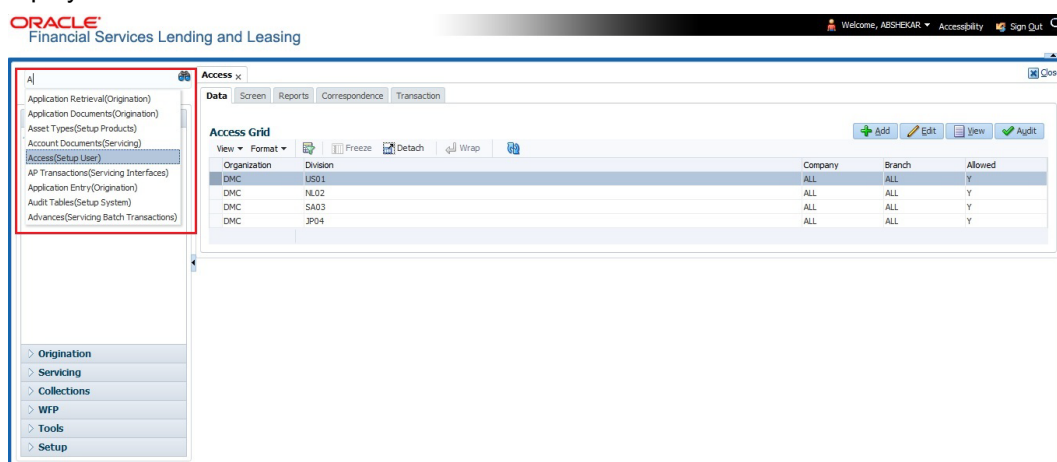


To open a screen, navigate to Module Master Tab to which the screen belongs, expand the tabs, and click the screen link you wish to open.

Menu Search in Left Window

In the left window you can make use of the search option to directly search and open the screen that you are familiar with, and avoid multiple steps of navigation from the LHS menu.

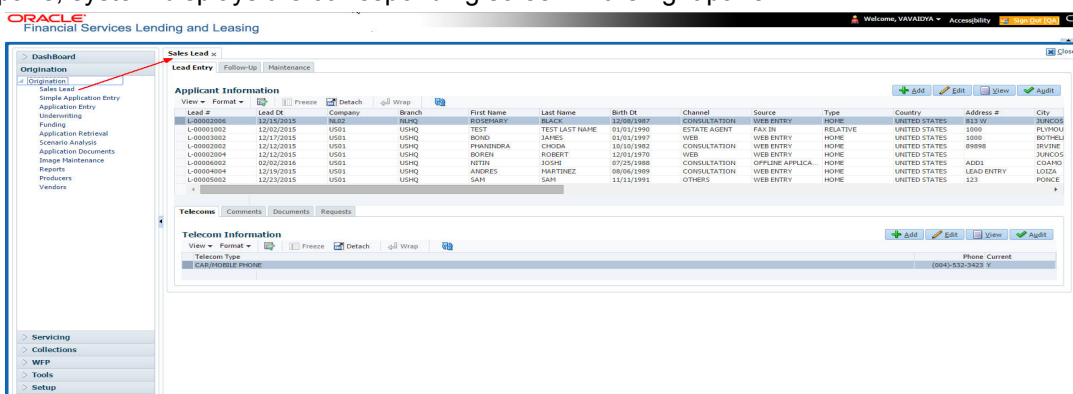
The Search box in the LHS facilitates for an intuitive search of required screens in Oracle Financial Services Lending and Leasing. For example, on typing the first letter of the screen, the search box displays a list of all available screens starting with the letter entered in alphabetical order. You can click on the required screen and press 'Enter'. The screen is displayed in the main window/work area.



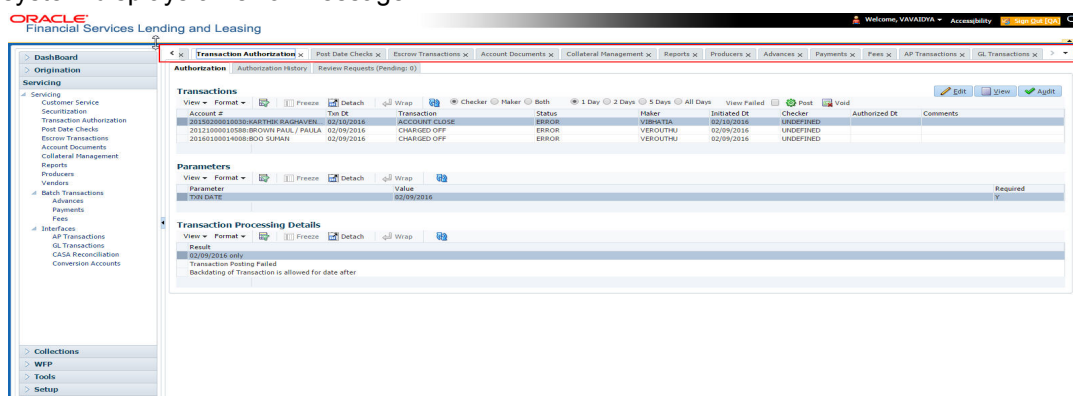
When there are multiple matches with same screen name, you can filter the results through the module from which the screen is accessed which is indicated in angular brackets. For example typing 'VEN' displays the following options for selection - Vendors(Collections), Vendors(Origination), Vendors(Servicing), Vendors(Setup System). For subsequent search, you need to clear the data in the search field.

Right Window

The Right Window can also be termed as work area. When you click the screen link on left pane, system displays the corresponding screen in the right pane.



You can open a maximum of 15 screens at a go. Once the maximum limit is reached, the system displays an error message.

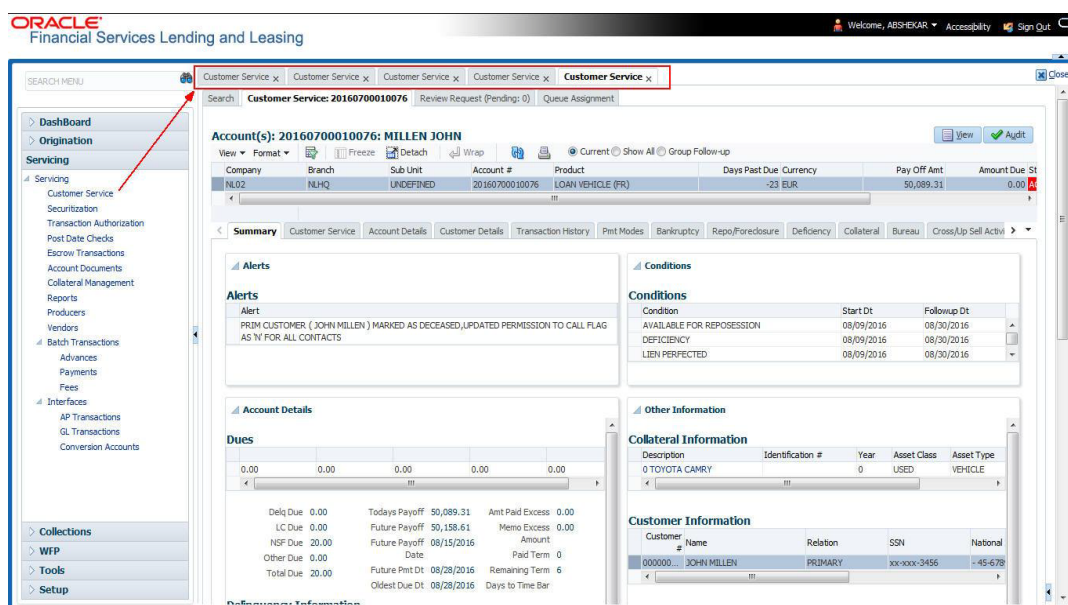


Each active screen is displayed as a tab at the top of right pane, across its width. To view a screen, click the screen tab. You can identify the active screen with its white background. Also, operation on any of the screen will not affect the data in other screens.

You can also open multiple Accounts at the same time as separate tabs in the right window, provided your system administrator has enabled the option 'Mac_Multi_tab_Ind' = 'Y' in MENU_ACCESS table.

Having this option enabled you can view and update a maximum of 15 Accounts in parallel tabs and Oracle Financial Services Lending and Leasing renders dynamic data across all the opened tabs.

However, this option is restricted only to the following screens in Servicing Module Master Tab. In the Left Menu of Servicing Module Master Tab, you can open multiple accounts by clicking on the Customer Service link. Each successive click, opens a new Customer Service tab.



Few screens in Servicing and Collections are identical and are linked. Hence, when multi tab option is not enabled, you can open only one screen at a time from the group. A sample of the grouping structure is given below, based on stages of the screens:



Collection:

- Collection

- Bankruptcy
- Repossession
- Deficiency

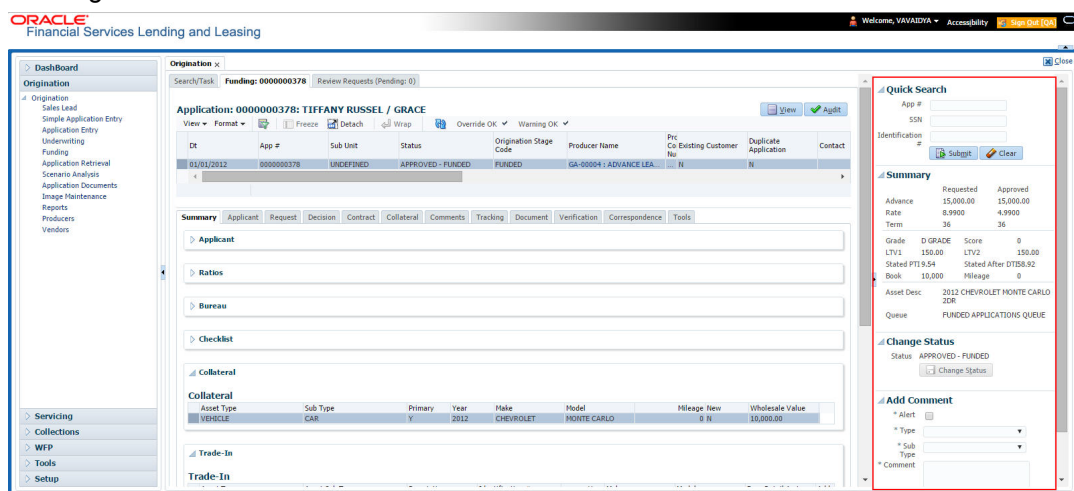
As per the above listing, you will be able to open only one screen in the corresponding list and need to close the same to open any other screen.

Right Splitter/Action Window

The Right Splitter/Action Window has quick access to search and other options to avoid switching between tabs or navigating into sub tabs periodically. You can access the Right Splitter/Action Window while working on an Application or Customer Service screens. You can click  and  to toggle the view of Right Splitter/Action Window.

Origination Screens

In Origination > Application screens, you can use the Right Splitter/Action Window to do the following:



- Use **Quick Search** to search for an application based on application number, last 4 digits of SSN (SSN of the primary applicant) or identification number. If multiple applications or accounts are found during 'Identification #' search, the system displays an error message as "Multiple Matches found for the Identification #, Please use normal Search".
- **Summary** section displays critical information that has to be referred repeatedly during origination like – DTI, PTI, Book Value, Grade, FICO Score, Approved Advance, Rate and Term.
- Use **Change Status** section to change the application status to next level. If the application edit status is restricted, then the 'Change Status' will be read-only.
- Use **Add Comment** section to post an alert or comment during Underwriting and Funding stages.

For detailed information on the above options, refer to respective sections in the document.

Servicing and Collection Screens





In Servicing and Collection > Customer Service screens, you can use the Right Splitter/Action Window to do the following:

The screenshot displays the Oracle Financial Services Lending and Leasing Customer Service interface. The main window shows account details for account 20170100010097. The interface is divided into several sections: Alerts, Conditions, Account Details, Other Information, Collateral Information, Customer Information, Address Information, and Employment Information. The right-hand sidebar contains a 'Quick Search' section with fields for Account #, Customer SSN, and Identification #, and buttons for 'Search' and 'Clear'. Below this is an 'Add Comment' section with fields for Type, Sub Type, and Comment, and buttons for 'Post Comment' and 'Clear'. At the bottom of the sidebar is an 'Add Call Activity' section with fields for Action, Result, Contact, Reason, Promise Amt, Condition, Appointment, Time Zone, and Group Follow-up, and buttons for 'Post Call Activity' and 'Clear'.

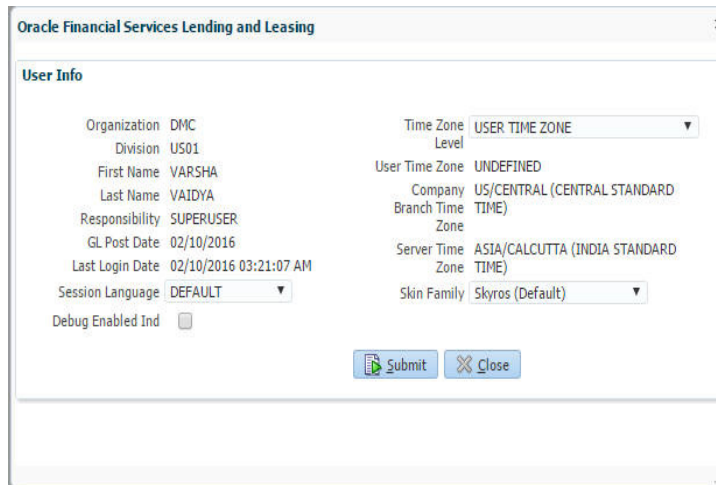
- Use **Quick Search** to search for an account based on account number, or customer Id, or last 4 digits of SSN (SSN of the primary applicant) or identification number. If multiple applications or accounts are found during 'Identification #' search, the system displays an error message as "Multiple Matches found for the Identification #, Please use normal Search". You can also select the Queue Condition and Auto Run options during search. Clicking 'Next Account' button opens the subsequent account listed in search and clicking 'Filtered Account' opens the subsequent account fetched during a queue search and listed in Queue Assignment section.
- Use **Add Comment** section to post an alert or comment based on Type and Sub Type.
- Use **Add Call Activity** section to post all types of call activities including promise to pay, account conditions and so on, irrespective of the screen you are working on. This is similar to the option available in 'Call Activities sub tab' under Customer Service tab.

For detailed information on the above options, refer to respective sections in the document.

The height of Header and width of the Left and Right Panes do not change, with resizing of application screen.

The system facilitates toggling Header and Left and Right Panes of the home screen to increase the visible area of the screens. Click  to toggle upper pane and  to toggle left pane. To un-toggle click  and  respectively.

1.4.1.1 Time Zone Preference



You can select any of the following three time zones from the User Info screen:

- Application Server Time Zone
- Company Branch Time Zone
- User Time Zone

The time zones set up at each of these levels are displayed in the user info screen. However, data is always stored in the application server time zone and based on the user preference of time zone, the display time would be User or Company or Application Server time zone. Any time zone related changes done at UI does not impact the other time bound activities which are dependant on database time.

Application Server Time Zone (Server Time Zone)

The Application Server Time Zone by default is the Production Server Time Zone. Selecting this time zone will have all date and time fields defined as per the time stored in application server. There is no offset in time if both storage (database server) and display (application server) are in the same time zone.

Company Branch Time Zone (Organization - Division Time Zone)

This is the Company time zone and is setup at the organization - division definition level. The various divisions defined under an organization can be set up with different time zones depending on geographical locations. This time can be modified as per requirement.

To modify the Company Branch Time Zone:

- Navigate to Setup > Administration > User > Organization and select the company or division listed under 'Division Definition'.
- In the Display Formats tab, select **Time Zone** and click 'Edit'.
- In the Format field, select the required time zone from the adjoining options list and click 'Save'.

If 'Company Branch Time Zone' is selected as the time zone in User Info screen, then on save, all the time and date fields are automatically updated with the time zone of the company branch.

User Time Zone

User Time Zone or User Preference Time Zone can be set up at the User Level in the User Definition screen. Various Users under same divisions defined under an organization can be set up with different time zones depending on geographical locations.

To modify the User Time Zone:

- Navigate to Setup > Administration > User > Users.
- Select the required User record listed in “User Definition” section and click **Edit**.
- In the Time Zone field, select the required time zone from the adjoining options list and click **Save**.

If 'User Time Zone' is selected as the time zone in User Info screen, then on save, all the time and date fields are automatically updated with the current updated time.

1.4.2 Screens

Details in few main screens are grouped into different sections. These sections are displayed as tabs, horizontally within the screen. In turn, details in few of these tabs are again grouped horizontally. The details are displayed when you click the tab under which they are grouped. As similar to the main screen tabs, you can identify the active tab with its white background.

For example, Customer Service main screen has four main tabs. When you click on ‘Customer Service’ tab, the corresponding tabs are displayed.

The screenshot displays the 'Customer Service' screen for account 20120200010231, YUTAKA OZAKA / AKANE. The account details table shows a company of US01, branch USR1, and product LEASE VEHICLE. The 'Call Activities' section is active, showing a table with columns for Action, Result, Contact, Reason, Cancel, Promise Dt, Promise Amt, Condition, Appointr Followup Dt, Time Zone, and Adj Followup Dt. The table contains two rows of data for call activities.

| Company | Branch | Sub Unit | Account # | Product | Days Past Due | Currency | Pay Off Amt | Amount Due | Status | Oldest Due Dt |
|---------|--------|-----------|----------------|---------------|---------------|----------|-------------|------------|--------|---------------|
| US01 | USR1 | UNDEFINED | 20120200010231 | LEASE VEHICLE | | 0 USD | 0.00 | 0.00 | ACTIVE | 02/10/2015 |

| Action | Result | Contact | Reason | Cancel | Promise Dt | Promise Amt | Condition | Appointr Followup Dt | Time Zone | Adj Followup Dt | Corr |
|--------|--------|-------------------|--------|--------|------------|-------------|-----------|----------------------|------------|------------------------|------|
| AT | PH | ANSWERING MACHINE | | N | 12/30/2015 | 1,000.00 | NONE | N | 12/30/2015 | 12/29/2015 12:30:00 PM | |
| AT | PH | ANSWERING MACHINE | | N | 12/30/2015 | 1,000.00 | NONE | N | 12/30/2015 | 12/29/2015 12:30:00 PM | |

You can click to view the hidden tabs, if any.

1.5 Common Operations

Some of the operations are common to most of the screens. These are grouped into three categories, based on their features.

- Basic Operations
- Basic Actions
- Personalization Options

1.5.1 Basic Operations

All the screens contain buttons to perform all or few of the basic operations. The four basic operations available are:

- Add
- Edit
- View
- Audit



When you click any of the operation tabs, system displays the corresponding records inline, below the respective setup tables.

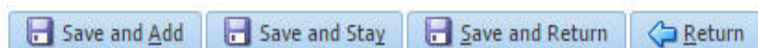
The table below gives a snapshot of them:

| Basic Operation | Description |
|-----------------|---|
| Add | Click to add a new record. When you click Add , the system displays a new record enabling you to specify the required data. It is mandatory to specify details for the fields marked with '*' symbol. |
| Edit | Click to edit an existing record. Select the record you want to edit and click 'Edit'. The system displays an existing record in editable mode. Edit the required details. |
| View | Click to view an existing record. Select the record you want to view and click 'View'. The system displays the record details in display mode. |
| Audit | Click to view audit info. If an audit is set for a field, then the system tracks the changes for that field. Select the record for which you want to view the audit info and click 'Audit'. The system displays the details tracked for that field. |
| Close | Click to close a screen or a record. When you try to close an unsaved, modified record, then the system alerts you with an error message. You can click 'Yes' to continue and 'No' to save the record. |

1.5.2 Basic Actions

Most of the screens contain buttons to perform all or few of the basic actions.

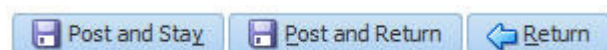
All or few of these actions are enabled when you select any of the Basic Operations.



The table below gives a snapshot of them:

| Basic Actions | Description |
|-----------------|--|
| Save And Add | Click to save and add a new record. This button is displayed when you click 'Add' button. |
| Save and Stay | Click to save and remain in the same page. This button is displayed when you click 'Add/Edit' button. |
| Save And Return | Click to save and return to main screen. This button is displayed when you click 'Add' or 'Edit' buttons. |
| Return | Click to return to main screen without modifications. This button is displayed when you click 'Add', 'Edit' or 'View' buttons. |





The Payment maintenance screens consist of the following actions.






The table below gives a snapshot of them:

| Basic Actions | Description |
|-----------------|---|
| Post and Stay | Click to post the transaction and remain in the same section. This button is displayed when you click 'Modify Payment/Modify Payment Transaction' button. |
| Post and Return | Click to save and return to main section. This button is displayed when you click 'Modify Payment/Modify Payment Transaction' buttons. |
| Return | Click to return to main section without modifications. This button is displayed when you click 'Modify Payment/Modify Payment Transaction' buttons. |

The summary screens consist of the following navigations. The table below gives a snapshot of them:

| Basic Actions | Description |
|---|---|
|  | Click to navigate to the first record. |
|  | Click to navigate to the previous record. |
|  | Click to navigate to the next record. |
|  | Click to navigate the last record. |

Along with the basic actions, the following buttons are available for specific actions. The table below gives a snapshot of them:

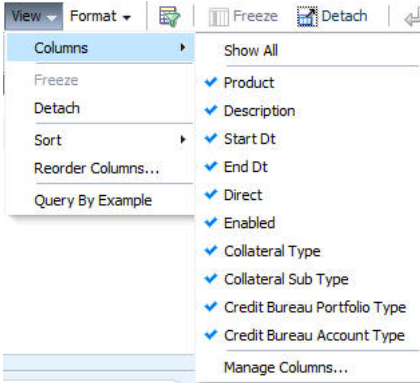
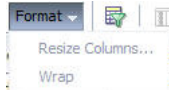
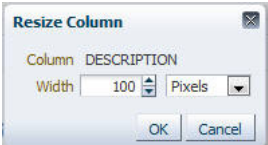
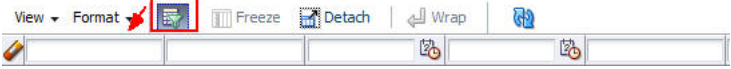
| Basic Actions | Description |
|---|---|
|  | Show File - Click to view the details of selected file. |
|  | List Files - Click to generate and view the list of files maintained in the system. |
|  | Download File - Click to download the details of selected data. |

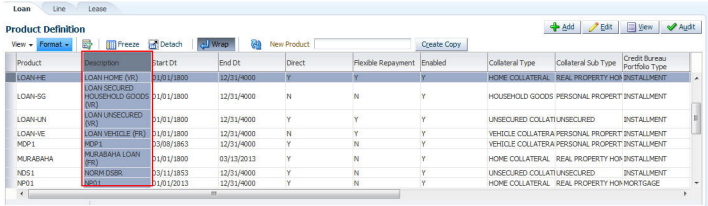


1.5.3 Personalization Options

You can personalize the data displayed in setup tables. Once personalized, system saves the settings for that User ID until next personalization.




The table below gives a snapshot of them:

| Options | Description |
|------------------|--|
| View | <p>Click to personalize your view. The drop-down list provides the following options of customization:</p> <ul style="list-style-type: none"> • Customize columns you wish to view • Sort the order of displayed data • Reorder columns <p>Additionally, the drop-down list provides selection of options adjoining 'View'.</p>  |
| Format | <p>Click to resize columns or wrap a data in the table cells.</p>  <p>Select the column you need to resize and select Resize Columns option from the Format drop-down list.</p>  <p>Specify the Width and unit for the selected column. Click OK to apply changes and Cancel to revert.</p> |
| Query by Example | <p>Click to query for the data by an example. When this option is selected, the system displays an empty row above column heads. You can specify all or any of the details of the record you wish to query.</p>  |
| Freeze | <p>Select the column at which you need to freeze the table and click Freeze. Function is similar to the freeze option in MS excel.</p> |
| Detach | <p>Click to detach the setup table from the screen. An example of the detached table is provided below.</p> |

| Options | Description |
|---|---|
| Wrap | <p>Select the column in which the data needs to be wrapped and click Wrap.</p>  |
|  | Click to refresh the data in the table. |
| View Last | <p>For usability and performance, some of the data intensive screens have 'View Last' option to sort the volume of data being displayed on screen based on elapsed days.</p>  <p>You can select the 'View Last' option as 1 Day / 1 Week / 1 Month / By Date. When 'By Date' is selected you can specify a date range (within 3 months) in 'Start Dt' and 'End Dt' fields using the adjoining calendar and clicking 'Search'.</p> |

Print option in Customer Service screen

The Print button  option in Customer Service/Collection screen facilitates you to print the contents on the screen as is without scroll bars. This button is available along with other options in the Action block. Clicking on this provides a browser print functionality and a new tab is opened where the print content is displayed.

Detach

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Financial Services Lending and Leasing

Welcome, VAAIDHYA Accessibility Sign Out QA

Customer Service x

Search: Customer Service: 20120200010231 (Review Request (Pending: 0))

Account(s): 20120200010231: YUTAKA OZAKA / AKANE

View Format Freeze Detach Wrap

Company Branch Sub Unit Account # Product Days Past Due Currency Pay Off Amt Amount Due Status Oldest Due Dt

US01 UNDEFINED 20120200010231 LEASE VEHICLE

Summary Customer Service Account Details Customer Details Transaction History Print Nodes Bankruptcy Reps/Foreclosure Deficiency Collateral Bureau Cross/Up Sell Activities

Call Activities Maintenance Comments Promises Checklists Tracking Attributes References Correspondence Letters Document Tracking

Transaction Batch Information

View Format Freeze Detach Wrap

Date Monetary Transaction Status Batch

02/10/2016 N ADD CUSTOMER ADDRESS PHONE POSTED N

01/07/2016 Y TERMINATE ERROR N

01/06/2016 Y TERMINATE VOID N

01/06/2016 Y EXTENSION VOID N

01/06/2016 Y PAYOFF QUOTE LEASE POSTED N

Detached Table

View Format Freeze Detach Wrap

Date Monetary Transaction Status Batch

02/10/2016 N ADD CUSTOMER ADDRESS PHONE POSTED N

01/07/2016 Y TERMINATE ERROR N

01/06/2016 Y TERMINATE VOID N

01/06/2016 Y EXTENSION VOID N

01/06/2016 Y PAYOFF QUOTE LEASE POSTED N

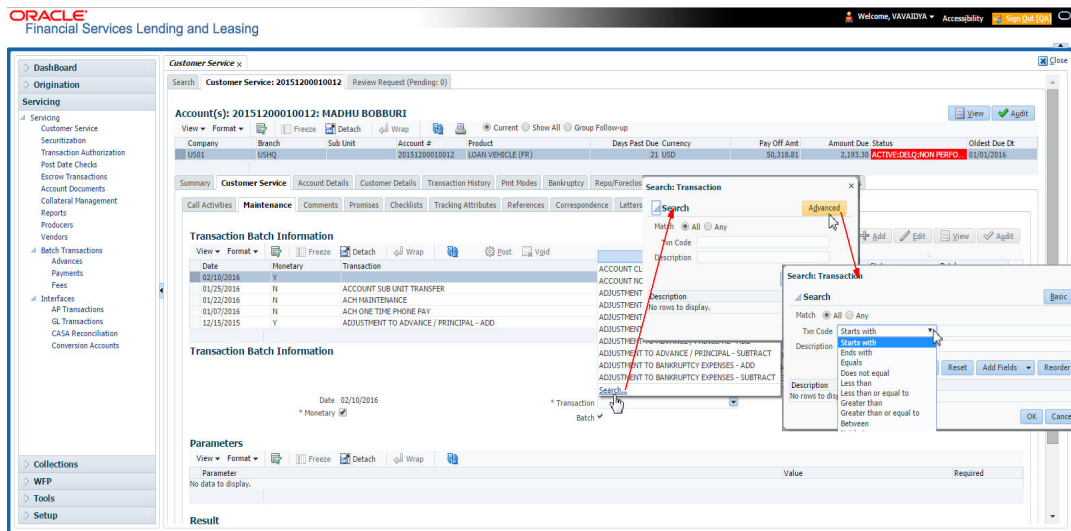
***** Direct Record Update, Transaction Posting Successful *****

Click 'Add', 'Edit' or 'View' button to open a new screen in expanded mode with details.

Drop-down List

The system provides an option to select the required data from LOV, for few fields. You can either select the record from list or enter first alphabet of the value you want. When you provide the alphabet, system limits the selection to the values starting with the specified alphabet. These lists are grouped into two types:

- Drop-down list – Provides the selection option. You can either select a record from the list or enter first alphabet of the required value.
- Combo drop-down list – The LOV contains huge data and provides both selection and search option. These drop-down arrows are smaller in size, when compared to normal drop-down arrows, thus enabling easy identification.



Click the arrow button available before 'Search' to toggle the search options.

| Buttons/Menu | Do this |
|--------------|--|
| Basic | Click 'Basic' for normal search. |
| Advanced | Click 'Advanced' for advanced search. In this mode, you can select the search option from drop-down list adjoining the search criteria. Selected record will be highlighted (Hover to select). |
| Match | Select 'All' to display results exactly matching the specified characters. Select 'Any' to display results matching any of the specified characters. |
| Search | Click to search for values based on the specified search criteria. The search results are displayed below with the details in respective columns. |
| Reset | Click to reset the search criteria. |
| Add Fields | Click to add additional fields to search criteria. |

The search criteria are provided below the 'Match' field. These criteria vary based on the Field for which the search is executed.

Also, the system remembers your recent search options and demarcates them from the actual ones.

| * Channel | WEB ENTRY | * Producer Name |
|----------------------|-----------|-----------------|
| NY-02 : PR | | HOLTSVILLE |
| MT-00001 : SGFSADDF | | RAMEY |
| MN-00001 : TEST-001 | | ADJUNTAS |
| MN-00001 : TEST-001 | | ADJUNTAS |
| MN-00001 : TERMINATE | | AGUADA |
| MT-00001 : SGFSADDF | | RAMEY |
| NY-02 : PR | | HOLTSVILLE |
| Search... | | |

Comments

In all the user input screens wherever comments are accepted, the system allows an input of 4000 characters of information in the comment(s) field.

1.6 Keyboard Compatibility

The system facilitates keyboard compatibility. You can perform most of your tasks using keyboard short cuts also termed as 'Hot Keys'. These hot keys are single keyboards or a combination of keyboards. The available options are listed below:

1. **Shift + Alt** + mnemonic to activate buttons in the screen. For example, to open 'Accessibility' screen, press '**Shift + Alt + y**'.
2. **Tab** for forward navigation in the application. **Shift + Tab** for backward navigation in the application. When the required link/tab/button/field is highlighted, press enter on the keyboard to edit.
3. **Space bar** to check or uncheck 'Check Box'.
4. **Arrow Keys** to hover within the drop-down list.

1.6.1 Keyboard Compatibility

The application is made compatible with keyboard only-operations. However, there is a change in key combination based on the browser on which the application is running.

| Browser | Operating System | Key Combination | Action |
|-------------------------------|------------------|-----------------------------|--------------------|
| Google Chrome | Linux | Alt + mnemonic | Click |
| Google Chrome | Mac OS X | Control + Option + mnemonic | Click |
| Google Chrome | Windows | Alt + mnemonic | Click |
| Mozilla Firefox | Linux | Alt + Shift + mnemonic | Click |
| Mozilla Firefox | Mac OS X | Control + mnemonic | Click |
| Mozilla Firefox | Windows | Alt + Shift + mnemonic | Click |
| Microsoft Internet Explorer 7 | Windows | Alt + mnemonic | Set focus |
| Microsoft Internet Explorer 8 | Windows | Alt + mnemonic | Click or set focus |
| Apple Safari | Windows | Alt + mnemonic | Click |
| Apple Safari | Mac OS X | Control + Option + mnemonic | Click |

Also, one can use the following keyboard shortcuts in order to increase or decrease the zoom level.

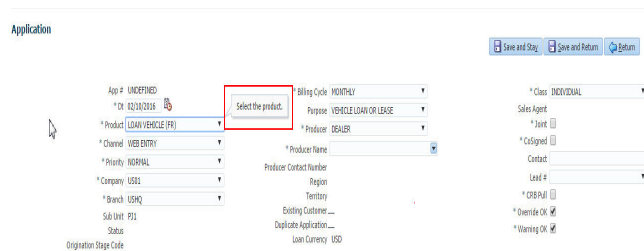
| Shortcut | Action |
|----------|-------------------------|
| Ctrl++ | To increase zoom level. |

| Shortcut | Action |
|----------|-------------------------------------|
| Ctrl+- | To decrease zoom level. |
| Ctrl+0 | To set zoom level to default level. |

1.7 Tool Tips

The system is facilitated with tool tip option. When the cursor is moved to any of the field in the screen, a popup is displayed with a tip on the action to be performed.

1.8 Accessibility



1.8.1 Understanding Accessibility

Accessibility is making the application usable for multiple user groups, which includes users with physical challenges. One of the most important reasons to make the application accessible is to provide them the opportunity to work. The four main categories of disabilities are visual, hearing, mobility and cognitive.

A person with disability might encounter one or more barriers that can be eliminated or minimized by making the electronic information user-friendly and approachable.

1.8.2 Application Accessibility Preferences

Oracle Financial Services Lending and Leasing is facilitated with the feature of Accessibility to make the application more usable for the people who are differently abled. You can set the accessibility preferences after login. On the landing screen using 'Accessibility' link on the right end of the header set the following preferences as required

Screen Reader

Screen reader provides assistance to the visually impaired users. It interprets the screen elements by reading them aloud.

High Contrast

High contrast feature increases contrast level to make the screen more appealing for the reader with low vision.

Large Fonts

Large fonts feature increases font size to ensure clear display and appropriate spacing. This benefits the reader with low vision.

1.8.2.1 For Visual Challenges

The visual challenges varies widely, however it generally includes, blindness, low vision or color blindness. To make the application more accessible, following features are provided.

Blindness:

In order to interpret the visual display information in the audible form, Screen reader compatibility is provided.

In places where Screen reader technology cannot obtain information from images, text equivalents for images are provided.

For Users with difficulty in using mouse, since it requires hand and eye coordination, Keyboard navigation is provided. Details of keyboard navigation is provided in '*Section 1.8.3.2 Keyboard Compatibility*'.

Low vision:

For Users who cannot view the content that has small font size and cannot be enlarged, Software magnifier is provided to enlarge text and images beyond normal font enlargement.

Also, there is no information presented using attributes such as depth, size, location, font etc.

For high contrast requirements Screen setting can be adjusted.

Color blindness:

Oracle Accessibility guidelines have been followed and hence accessibility issues relating to color blindness are addressed.

Also, high contrast colors have been used to address difficulty in identifying shades of colors. For example, Black text in white background.

1.8.2.2 For Hearing Challenges

People with hearing challenges or hard of hearing might encounter problems accessing the information presented using sounds. Some application features minimize their concerns.

Visual representations of audible information is provided so that Users with this challenge do not miss information presented using audio.

1.8.2.3 For Age-related Challenges

Apart from the above, there can be aging issues like weak eye-sight or hearing.

Issues related to weak eyesight can be addressed through Application features for Visual Challenges provided in '*Section 1.8.2.1 For Visual Challenges*'.

Issues related to hearing can be addressed through Application features for hearing challenges provided in '*Section 1.8.2.2 For Hearing Challenges*'.

For Users who are less familiar with computers, the simplified user interface with easy navigation options, uniform layout and design and commonly used terminology in the application is of great advantage.

To address issues relating to understanding complex information, User manuals are provided for online help and tool tips at all required places are provided. In addition, system messages like error, warning or information helps you through.

1.8.3 **Other Accessibility Considerations**

1.8.3.1 **Documentation Accessibility**

Apart from assigning the logical sequence and organizing topics, the following techniques are used to enhance the accessibility of documentation.

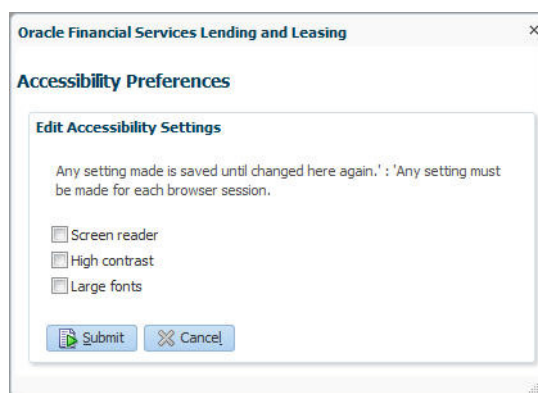
- Addition of text equivalent to all graphics
- Usage of standard fonts and avoiding shadow or reversed text
- Usage of strong foreground and background color contrast
- Color usages as per Oracle Accessibility guidelines have been ensured
- Usage of styles and formatting elements
- Documentation in simple language to ensure easy understanding
- Including accurate and effective navigational features, such as cross-reference, tables of content and bookmarks as appropriate

1.8.4 **Setting up Accessibility Preferences**

You can setup or change the accessibility preferences.

To edit accessibility settings

1. Click Accessibility in the header part of application. The system displays the following screen:



2. Select any or all of the required options to edit or change the accessibility settings.
3. Click Submit.

Note

You need to define the required Settings for each browser session and defined settings are saved until next modification.

2. Administration System

In **Administration > System**, you can record setup data related to the application's overall functionality and performance. This data affects;

- The mechanics of the system
- The processes of the system
- The search for Location of files to complete the tasks.

Navigating to Administration System

1. On the Oracle Financial Services Lending and Leasing home screen, click **Setup > Setup > Administration > System**

The System drop-down link records the following data:

- System Parameters
- Lookups
- User Defined Tables
- Audit Tables
- Transaction Codes
- Data Files
- Events
- Batch Jobs
- Reports
- Error Messages
- Translations
- Seed Data

Using these parameters, you can control the behavior of the system from a technical perspective. For example, determine parameter values, define what information is audited, and record default values. The product provides default values for all these screens.

2.1 System Parameters

System parameters define information or values used throughout the system. They act as switches that control the manner in which a function is implemented, or whether or not the system performs a particular task. Parameters are used throughout the system to control everything from user access to what information is stored on any given form. Parameters also define configuration data, such as the location of the system files, the URLs for the report and image servers, and other administration controlled data. Some of the system parameters are setup when the system is installed, but the values associated with the parameters need to be reviewed and maintained.

There are three types of parameters in the system, grouped by what part of the system they affect:

| Parameter Type: | Parameter Range: |
|-------------------|--|
| System parameters | These parameters apply to the entire system. Examples: batch processes, archiving, aging. |

| Parameter Type: | Parameter Range: |
|-------------------------|--|
| Organization parameters | These parameters apply to the organization, division, and user responsibility. Examples: User login control, password expiration. |
| Company parameters | These parameters apply to the company and branch. Examples: decision fax control, scoring model. |

Hence, the System Parameters screen contains the following three tabs:

- System Parameters
- Organization Parameters
- Company Parameters

2.1.1 System Parameters Setup

The System Parameters Setup screen displays and records each system wide parameter, along with its current value and whether or not it is enabled. These parameters relate to the overall processing of the system, such as application server file locations and data purging configuration.

To set up the System Parameters

1. Click **Setup > Setup > Administration > System > System Parameters > System**. The system displays the **System Parameter** screen
2. In the **System Parameters** section, perform any of the [Basic Operations](#) mentioned in Navigation chapter.

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Financial Services Lending and Leasing

Welcome, PRAKRRAO Accessibility Sign Out

System Parameter

System Organization Company

System Parameters

| Parameter | Parameter Description | Parameter Value | Enabled |
|-----------------|---|---|---------|
| ACHPRC_B1_100_0 | ACHPRC_B1_100_01_DEBUG_LEVEL | 2 | N |
| ACHPRC_B1_100_0 | ACHPRC_B1_100_01_DEBUG_LEVEL | 2 | N |
| ACA_DLO_AMT_E | EXCLUDE DELINQUENCY AMOUNT FOR ACCOUNT ACH | N | Y |
| ACA_PAYMENT_A | DO AUTO PAYMENT LOAD FROM ACCOUNT ACH | Y | Y |
| ACA_PRENOTE_D | NUMBER OF DAYS FOR PRENOTE TO OCCUR FOR ACCOUNT ACH | 7 | Y |
| ACA_PRE_PROCES | NUMBER OF DAYS BEFORE DRAFT DAY FOR ACCOUNT ACH PROCESS | 2 | Y |
| ACA_PRE_PROCES | NUMBER OF DAYS BEFORE DEBIT DAY FOR ACH PROCESS IN FIRST TIME/ONE-TIME CASE | 32.00 | Y |
| ACCAAT_B1_100_0 | ACCAAT_B1_100_01_DEBUG_LEVEL | 2 | N |
| ACCDMP_B1_100_0 | ACCDMP_B1_100_01_DEBUG_LEVEL | 2 | N |
| ACCVAL_B1_111_0 | ACCVAL_B1_111_01_DEBUG_LEVEL | 2 | N |
| ACCVAL_B1_112_0 | ACCVAL_B1_112_01_DEBUG_LEVEL | 2 | N |
| ACCVAL_B1_121_0 | ACCVAL_B1_121_01_DEBUG_LEVEL | 2 | Y |
| ACHPRC_B1_100_0 | ACHPRC_B1_100_01_DEBUG_LEVEL | 2 | N |
| ACH_PAYEE_PREN | NUMBER OF DAYS FOR PRENOTE TO OCCUR FOR PRODUCER/VENDOR ACH | 0.00 | Y |
| ACHPRC_B1_112_0 | ACHPRC_B1_112_01_DEBUG_LEVEL | 2 | N |
| ACHPRC_B1_100_0 | ACHPRC_B1_100_01_DEBUG_LEVEL | 2 | N |
| ACHPRC_B1_100_0 | ACHPRC_B1_100_01_DEBUG_LEVEL | 2 | N |
| ACHPRC_EM_100_0 | ACHPRC_EM_100_01_DEBUG_LEVEL | 2 | N |
| ADMIN_SERVER | ADMIN_SERVER_HOST | http://usbf01narc.in.oracle.com:8001/en | Y |

System Parameters

Save and Add Save and Stay Save and Return Return

Parameter *

Parameter Description *

Parameter Value *

* Enabled ☐

A brief description of the fields is given below:

| Field | Do this |
|-----------------------|--|
| Parameter | System parameter of the specified parameter description is displayed here. |
| Parameter Description | Select the description of system parameter from the drop-down list. |
| Parameter Value | Specify the value for the system parameter (required). |
| Enabled | Check this box to enable the parameter. |

3. Perform any of the [Basic Actions](#) mentioned in Navigation chapter.

For a detailed list of available parameters, refer to Appendix "[System Parameters](#)" chapter.

2.1.1.1 **FCUBS Integration**

Oracle Financial Services Lending and Leasing (OFSLL) is integrated with Oracle FLEXCUBE Universal Banking System (FCUBS) with the capability to integrate the centralized CIF (Customer Information Files), ELCM (Enterprise Limits and Collateral Management) and CASA (Current Account and Savings Account) modules.

To work with the integrated environment functionalities, you need to enable the following core banking indicator.

| Parameter | Parameter Description |
|---------------|----------------------------------|
| CMN_CORE_BANK | CORE BANKING INTERFACE INDICATOR |

Note

Re-qualification is pending for Core and Direct Banking Integration.

For detailed information about integration changes, you can refer to 'FCUBS Integration Documents' section at OTN library (http://docs.oracle.com/cd/E59770_01/homepage.htm).

2.1.2 **Organization Parameters**

The Organization parameters control the system functions related to user log in, such as passwords and expiration dates, responsibility levels and the ability to access the system features. Individual parameters can be created with different values for uniquely defined organizations, divisions, and responsibility combinations.

When determining which parameter to use, the system selects the best match based on a hierarchical sort by the Organization, Division, and Responsibility fields, with values of ALL being a lower order match than an exact match.

For example:

Assume the organization parameter `UIX_APP_VIEW_ALL_APPS` (VIEW ALL APPLICATIONS) is as follows:

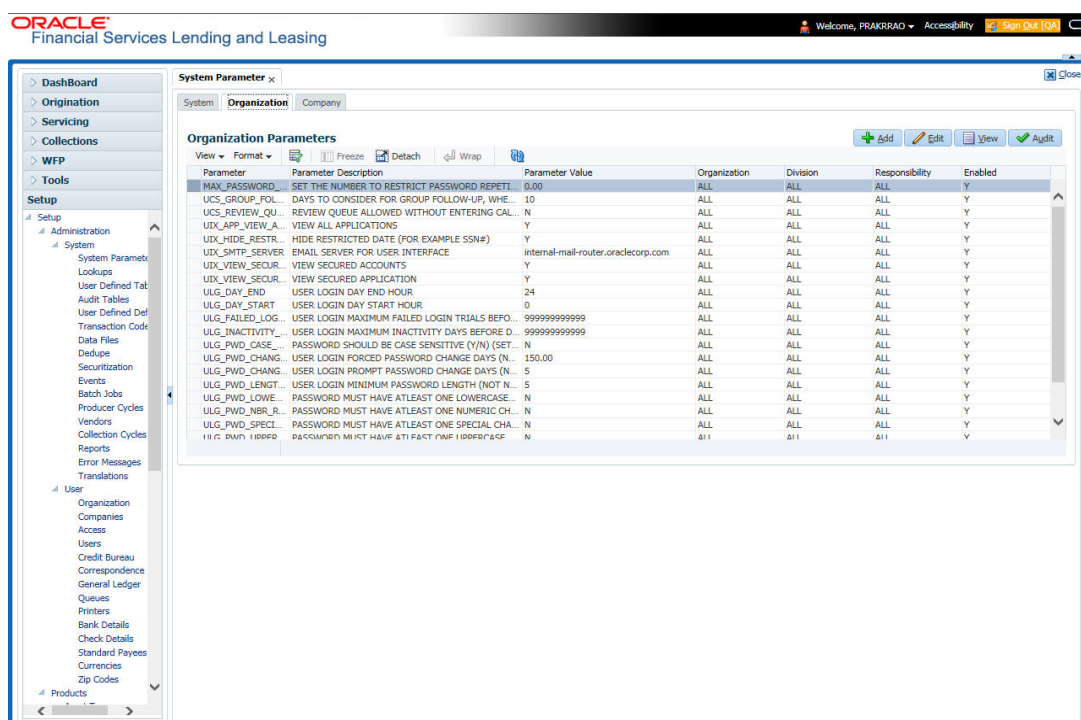
- If a user belongs to an organization as 'DMC' with a responsibility of SUPERUSER and is using the Underwriting screen of Lending menu, the system will return with a value N, and the system will not allow the user to view all applications.
- If the user belongs to any organization with a responsibility of SUPERUSER, and is using the Underwriting screen of Lending menu, the system will return with a value Y, and the system will allow the user to view all applications.

Note

Be aware that while the system allows for Organization parameters to be defined at all three hierarchical (organization, division, and responsibility) levels, not all will be applicable to each parameter. For example, while you can define the `UIX_SMTP_SERVER` (EMAIL SERVER FOR USER) for a responsibility, you would normally want only to define this parameter based on organization or division.

To set up the Organization Parameters

1. Click **Setup > Setup > Administration > System > System Parameters > Organization** tab.
2. In the **Organization Parameters** section, perform any of the [Basic Operations](#) mentioned in Navigation chapter.



A brief description of the fields is given below:

| Field | Do this: |
|-----------------------|---|
| Parameter | Parameter of the specified parameter description is displayed here. |
| Parameter Description | Select the description of system parameter from the drop-down list. |
| Parameter Value | Specify the value for the system parameter. |

| Field | Do this: |
|----------------|---|
| Organization | Select the organization for which the parameter will be valid from the drop-down list. |
| Division | Select the department for which the parameter will be valid from the drop-down list. |
| Responsibility | <p>Select the responsibility for which the parameter will be valid from the drop-down list.</p> <p>IMPORTANT: In selecting which organization parameter to use, the system searches for a best match using the following attributes:</p> <ol style="list-style-type: none"> 1. Organization 2. Division 3. Responsibility <p>Hence, Oracle Financial Services Software recommends creating a version of each organization parameter, where ALL is these fields.</p> |
| Enabled | Check this box to enable the parameter. |

3. Perform any of the [Basic Actions](#) mentioned in Navigation chapter.

For a detailed list of available parameters, refer to Appendix "[System Parameters](#)" chapter.

2.1.3 Company Parameters

The Company parameters control the system processes associated with functions that may vary for different companies or branches. These parameters address credit scoring, credit bureau interfaces, fax services, and fax generation. Individual parameters may be set up with different values for uniquely defined company and branch combinations.

When these parameters values are requested by the system, the system responds with the "best" match based on a hierarchical sort ordered on company and branch fields, with values of ALL being a lower order match than an exact match. For example, assume the company parameter `UIX_RUN_AAI_ACT` (ONLINE ACCOUNT CREATION AND ACTIVATION) has been defined as:

The system uses these two parameters to determine whether to create and activate an account online.

- When processing items for the company US01, the system will return a value N and not create and activate an account online.
- When processing items for the company other than US01 and within the value ALL, the system will return with a value Y and create and activate an account online.

To set up the Company Parameters

1. Click **Setup > Setup > Administration > System > System Parameters > Company** tab.

- On the **Company Parameters** screen, perform any of the [Basic Operations](#) mentioned in Navigation chapter.

A brief description of the fields is given below:

| Field | Do this: |
|-----------------------|--|
| Parameter | The system displays the parameter, when you select parameter description. |
| Parameter Description | Select the description of system parameter from the drop-down list. |
| Parameter Value | Specify the value for the system parameter. |
| Company | Select the portfolio company for which the parameter will be valid from drop-down list. |
| Branch | <p>Select the portfolio branch for which the parameter will be valid from the drop-down list (required).</p> <p>IMPORTANT: In selecting which company parameter to use, the system searches for a best match using the following attributes:</p> <ol style="list-style-type: none"> Company Branch <p>For this reason, the Software recommends creating a version of each company parameter where ALL is the value in these fields.</p> |
| Enabled | Check this box to enable the parameter. |

- Perform any of the [Basic Actions](#) mentioned in Navigation chapter.

For a detailed list of available parameters, refer to Appendix “[System Parameters](#)” chapter.

2.2 Lookups Setup screen

The Lookup Setups screen defines the contents in many drop-down fields used throughout the system. Fields that make use of drop-down field will accept only entries that are stored on this screen.

The Lookups screen contains two sections: **Lookup Types** and **Lookup Codes**. Lookup types and codes can be system-defined or user-defined. The lookup types describe the function of the related lookup codes.

For system-defined lookup types, only the Description field may be changed.

A *system-defined lookup type* (**Lookup Types** block, **System Defined** is selected) is one that is critical to the system and cannot be changed. However, you can still modify the lookup type description and Record indicator (Enabled/Disabled).

A *user-defined lookup type* (**Lookup Types** block, **System Defined** is not selected) is one that can be modified, depending on a user's business needs. You can modify the description, system indicator and record indicator. If a lookup type is user-defined, the lookup code belonging to that lookup type can either be system-defined or user-defined.

A *system-defined lookup code* (**Lookups** screen, **System Defined** is selected) is one on which the system processing is dependent. Without this lookup code, the process produces incorrect results or fails.

A *user-defined lookup code* (**Lookups** screen, **System Defined** is not selected) is one that can be defined or altered by a user.

WARNING: System-defined lookup types are those that are required by the system. Their related lookup codes will also be system defined. If you update and save a user-defined lookup type as a system-defined-lookup type (that is, change the System Defined button from **No** to **Yes** in the Lookup Type sub screen), the system will not allow you to change the lookup type back to user-defined in the future.

Note

Lookup codes cannot be deleted, as they may have been used in the past, and the display and processing of that data is still dependent on the existing setup.

Typically, the system Administrator would modify the descriptions of lookup codes and add new lookup codes to the existing lookup types as needed.

To set up the Lookups

1. Click **Setup > Setup > Administration > System > Lookups**. The system displays the **Lookups** screen. The details are grouped into two:
 - Lookup Types
 - Lookup Codes

2. In the **Lookup Types** section, perform any of the [Basic Operations](#) mentioned in Navigation chapter.

The screenshot shows the Oracle Financial Services Lending and Leasing 'Lookups' window. The left sidebar contains a navigation menu with options like Dashboard, Origination, Servicing, Collections, WFP, Tools, and Setup. The main area is titled 'Lookups' and contains two sections: 'Lookup Type' and 'Lookup Code'. The 'Lookup Type' section has a table with columns: Lookup Type, Description, System Defined Yes/No, and Enabled. It lists various lookup types such as 1098_POINTS_DISCOUNTS_ITM_CD, ACCESS_GRID_TYPE_CD, ACCRUAL_BASE_METHOD_CD, etc. Below the table are input fields for 'Lookup Type', 'Description', and 'System Defined Yes/No', along with an 'Enabled' checkbox. The 'Lookup Code' section has a table with columns: Lookup Code, Description, Sort Sub Code, System Defined Yes/No, and Enabled. It currently shows 'No data to display.' and has input fields for 'Lookup Code', 'Description', 'Sort Sub Code', and 'System Defined Yes/No'.

A brief description of the fields is given below:

| Field | Do this: |
|-----------------------|--|
| Lookup Type | Specify the lookup type. |
| Description | Specify the description for the lookup type . |
| System Defined Yes/No | Select 'Yes', if you wish to maintain the lookup type as system defined and 'No', if you wish to maintain lookup type as User defined. |
| Enabled | Check this box to enable the lookup type. |

3. Perform any of the [Basic Actions](#) mentioned in Navigation chapter.
4. In the **Lookup Codes** section, you can setup individual codes that a field or process using the related lookup type can have. Perform any of the [Basic Operations](#) mentioned in Navigation chapter.

A brief description of the fields is given below:

| Field | Do this: |
|-------------|--|
| Lookup Code | Specify the lookup code. These are solely dependent on the function of the Lookup Type. |
| Description | Specify the lookup code description. This may be changed as per your business requirement. |
| Sort | Specify the sort order for the lookup code. This determines the order these lookup codes are displayed or processed. |

| Field | Do this: |
|-----------------------|--|
| Sub Code | Specify the sub code for the lookup code. |
| System Defined Yes/No | Select 'Yes', if you wish to maintain the lookup code as system defined and 'No', if you do not want to maintain it as system defined. System defined lookup codes cannot be modified, except for changing the Description or Sorting fields. If the lookup type is not system defined, then the code can be modified. |
| Enabled | Check this box to enable the lookup code. |

5. Perform any of the [Basic Actions](#) mentioned in Navigation chapter.

2.3 User Defined Tables

In User Defined Tables you can maintain user-defined tables, such as the data attributes the system uses on its Search screens.

In the following example, the list of attributes in the Criteria column are computed from the User Defined Tables screen.

To set up a user-defined table, you must:

1. Define the fields on the table.
2. Join the related tables.
3. Assign the table a lookup type.

You can create tables for different products, funding, and collateral types.

After creating the user-defined tables, the system sorts the attributes to make the system usage more efficient. These details are used with different functions of the system, including:

- Tracking follow-up items
- Creating details in bankruptcy, foreclosure/repossession, and deficiency

Note

Many of these tables, (ASSET TRACKING ATTRIBUTES for example) may be configured during the initial setup of the application to provide for your specific business needs. Others, such as APPLICATION SEARCH, may be changed whenever your business needs change. Still others should not be changed without consulting Oracle Financial Services Software, as changing them would require changes to existing code for the expected results to be implemented. As a thumb rule, it is better to add or disable information on the User Defined Tables screen than to edit existing entries.

To set up the User Defined Tables

1. Click **Setup > Setup > Administration > System > User Defined Tables**. The system displays the User Defined Tables screen. The details are grouped into two:
 - User Defined Tables
 - User Defined Table Attributes

- In the **User Defined Tables** section, perform any of the [Basic Operations](#) mentioned in Navigation chapter.

User Defined Tables

| Table | User table Type | Description | System Defined Yes/No | Enabled | Product Type | Funding Type | Collateral Type | View Name | SQL Statement |
|-------------------|--------------------|--------------------|---|---------|--------------|--------------|-----------------|-----------|-----------------|
| SEARCH_WFP_PR... | SEARCH : WFP PR... | WFP PRODUCER S... | <input type="radio"/> Yes <input checked="" type="radio"/> No | Y | ALL | ALL | ALL | UNDEFINED | SELECT /*+ FIRS |
| SEARCH_UPO_AC... | SEARCH : POST D... | POST DATED CHE... | <input type="radio"/> Yes <input checked="" type="radio"/> No | Y | ALL | ALL | ALL | UNDEFINED | SELECT /*+ FIRS |
| DLR_TRACK_MAP... | MAPPING: INTERF... | DLR_TRACK MAPP... | <input type="radio"/> Yes <input checked="" type="radio"/> No | Y | ALL | ALL | ALL | UNDEFINED | SELECT 1 FROM I |
| SEARCH_UBT_AD... | SEARCH : ACCOU... | BATCH ENTRY AC... | <input type="radio"/> Yes <input checked="" type="radio"/> No | Y | ALL | ALL | ALL | UNDEFINED | SELECT /*+ FIRS |
| SEARCH_UBT_FEE... | SEARCH : ACCOU... | BATCH ENTRY AC... | <input type="radio"/> Yes <input checked="" type="radio"/> No | Y | ALL | ALL | ALL | UNDEFINED | SELECT /*+ FIRS |
| SEARCH_UTA_TXN... | SEARCH: TRANSA... | TRANSACTION HI... | <input type="radio"/> Yes <input checked="" type="radio"/> No | Y | ALL | ALL | ALL | UNDEFINED | SELECT /*+ FIRS |
| SEARCH_UBT_PM... | SEARCH : ACCOU... | BATCH ENTRY AC... | <input type="radio"/> Yes <input checked="" type="radio"/> No | Y | ALL | ALL | ALL | UNDEFINED | SELECT /*+ FIRS |
| CHGOFI_TYPE_D... | TABLE ATTRIBUT... | DEFICIENCY DETA... | <input type="radio"/> Yes <input checked="" type="radio"/> No | Y | ALL | ALL | ALL | UNDEFINED | SELECT 1 FROM I |
| CPY_APP_SETUP... | SETUP: APPLICAT... | APPLICATION CO... | <input type="radio"/> Yes <input checked="" type="radio"/> No | Y | ALL | ALL | ALL | UNDEFINED | SELECT 1 FROM I |

User Defined Tables

* Table:
 * User table Type:
 * Description:
 * System Defined Yes/No: ☐ Yes ☒ No
 * Enabled: ☐
 * Product Type:
 * Funding Type:
 * Collateral Type:
 * View Name: UNDEFINED
 * SQL Statement:
 * Sort: 0

User Defined Table Attributes

| Attribute | Description | Data Type | Length | Sort Operator | System Defined Yes/No | Enabled | Sub Attribute | LOV Type |
|---------------------|-------------|-----------|--------|---------------|-----------------------|---------|---------------|----------|
| No data to display. | | | | | | | | |

A brief description of the fields is given below:

| Field | Do this: |
|-----------------------|--|
| Table | Specify the user-defined table name. |
| User Table Type | Select the user-defined table type from the drop-down list. This determines where and how the related data is being used. |
| Description | Specify the description for user-defined table. |
| System Defined Yes/NO | Select 'Yes', if you wish to maintain the User table type as system defined and 'No', if you do not want to maintain it as system defined. System defined entries cannot be modified. If the entry is not system defined, then it can be modified. |
| Enabled | Check this box to enable the user-defined table (optional). |
| Product Type | Select the product type from the drop-down list. |
| Funding Type | Select the funding type associated with the user-defined table from the drop-down list. |
| Collateral Type | Select the collateral type associated with the user-defined table from the drop-down list. |
| View Name | Specify the view name. |

| Field | Do this: |
|---------------|--|
| SQL Statement | <p>Specify the SQL version of the statement.</p> <p>For Example: For SEARCH_ACC_ACCOUNTS table, the SQL is as follows:</p> <pre>SELECT /*+ FIRST_ROWS */ ACC_AAD_ID FROM ACCOUNTS WHERE</pre> <p>Note: For the above SQL, the where criteria is part of the User Defined Table Attributes</p> |
| Sort | Specify the sort order for the user-defined table relative to other tables of the same type. |

- Perform any of the [Basic Actions](#) mentioned in Navigation chapter.
- In the **User Defined Table Attributes** section, perform any of the [Basic Operations](#) mentioned in Navigation chapter.

The screenshot shows the Oracle Financial Services Lending and Leasing application interface. The top navigation bar includes the Oracle logo, the text "Financial Services Lending and Leasing", and user information: "Welcome, PRAKRAO", "Accessibility", and a "Sign Out (QA)" link.

The main interface is divided into two sections:

- User Defined Tables:** This section contains a table with columns: Table, User table Type, Description, System Defined Yes/No, Enabled, Product Type, Funding Type, Collateral Type, View Name, and SQL Statement. The table lists several tables, including SEARCH_WFP_PR, SEARCH_UPD_AC, DLR_TRACK_MAP, SEARCH_UBT_AD, SEARCH_UBT_FEE, SEARCH_UBT_TXN, SEARCH_UBT_PM, CHGOFF_TYPE_D, CPY_APP_SETUP, and SEARCH_ACC_AC.
- User Defined Table Attributes:** This section contains a table with columns: Attribute, Description, Data Type, Length, Sort, Operator, System Defined Yes/No, Enabled, Sub Attribute, and LOV Type. It lists attributes for the selected table, such as PRO_NAME, WPR_STATUS_CD, and WPR_TOT_CREDIT_L.

Below the table, there are input fields for configuring a new attribute, including fields for Attribute, Description, Data Type, Length, Sort, Operator, System Defined Yes/No, Enabled, Sub Attribute, LOV Type, and buttons for Save and Add, Save and Stay, Save and Return, and Return.

A brief description of the fields is given below:

| Field | Do this: |
|-------------|--|
| Attribute | Specify the user-defined table attribute. |
| Description | Specify the description for the user-defined table attribute. |
| Data Type | Select the data type for the attribute (CHARACTER, NUMBER, or DATE) from drop-down list. |
| Length | Specify the maximum length of the user-defined table attribute. |

| Field | Do this: |
|-----------------------|---|
| Sort | Specify the sort order of the user-defined table attribute. If the sort order is changed it will only affect new instances of the User Defined Table, and will not affect existing data. |
| Operator | Select the operator for the user-defined table attribute from the drop-down list. |
| System Defined Yes/No | Select 'Yes', if you wish to maintain the User table attribute as system defined and 'No', if you do not want to maintain it as system defined. System defined entries cannot be modified. If the entry is not system defined, then it can be modified. |
| Enabled | Check this box to enable the user-defined table attribute so that the attribute will be considered when creating new instances of the User Defined Table. |
| Sub Attribute | Specify the sub-attribute for the attribute (sub attributes are used to associate related attributes). |
| LOV Type | Select the list of value (LOV) type for the user-defined table attribute from the drop-down list. |
| LOV Validation Ind | Check this box to enable LOV validation of the user-defined table attribute. This indicates whether the data must come from the LOV. |
| Lookup Types | Specify the lookup type of the LOV associated with the user-defined table attribute. |
| Default Value | Specify the default value for the user-defined table attribute. |

5. Perform any of the [Basic Actions](#) mentioned in Navigation chapter.

2.4 Audit Tables

The system allows you to track changes in the database during line of creditor origination. This includes the tracking of:

- Account status history
- Audit history of specified fields

The Audit Tables Setup screen records the tables and columns requiring an audit. the system stores the following details for the fields you want to audit for changes:

- Current value in field
- New value field
- User who changed the field's content
- Date and time when the value was changed

IMPORTANT: The system recommends that only a database administrator perform the following steps.

To set up the Audit Tables

1. Click **Setup > Setup > Administration > System > Audit Tables**. The system displays the Audit Tables screen. The details are grouped into two:
 - Audit Tables

- Audit Columns
2. In the **Audit Tables** section, perform any of the [Basic Operations](#) mentioned in Navigation chapter.

The screenshot displays the Oracle Financial Services Lending and Leasing Audit Tables interface. The main window shows a list of audit tables with columns: Table, Description, Display Description, Display Column, Reset RowID, Enabled, Primary Key 1, Primary Key 2, Primary Key 3, and Primary Key 4. The 'INDEX_RATES' table is selected. Below the list, there is a detailed view of the selected table, showing its description, display description, display column, and primary keys. The 'Audit Columns' section is also visible, showing a list of columns for the selected table.

A brief description of the fields is given below:

| Field | Do this: |
|---------------------------|--|
| Table | The table name on which audit trigger needs to be created is displayed here (the system table being audited). |
| Description | Specify the table description. |
| Display Description | Specify the column description to be displayed on audit screen. |
| Display Column | Select the table column to be displayed on audit screen from the drop-down list. |
| Enabled | Check this box to enable the audit table so that it will be considered while generating the database triggers. |
| Reset Row ID | Check this box to allow resetting the row identifier. |
| Primary Key 1 (unlabeled) | The table primary key column 1 is displayed here. (These columns define how to access the data in the table.) |
| Primary Key 2 (unlabeled) | The table primary key column 2 is displayed here. |
| Primary Key 3 (unlabeled) | The table primary key column 3 is displayed here. |
| Primary Key 4 (unlabeled) | The table primary key column 4 is displayed here. |

| Field | Do this: |
|----------------------------|--|
| Primary Key 5 (unlabeled) | Table primary key column 5 is displayed here . |
| Primary Key 6 (unlabeled) | Table primary key column 6 is displayed here. |
| Primary Key 7 (unlabeled) | The table primary key column 7 is displayed here. |
| Primary Key 8 (unlabeled) | The table primary key column 8 is displayed here. |
| Primary Key 9 (unlabeled) | The table primary key column 9 is displayed here. |
| Primary Key 10 (unlabeled) | The table primary key column 10 is displayed here. |
| Primary Key 11 (unlabeled) | The table primary key column 11 is displayed here. |
| Primary Key 12 (unlabeled) | The table primary key column 12 is displayed here. |
| Primary Key 13 (unlabeled) | The table primary key column 13 is displayed here. |
| Primary Key 14 (unlabeled) | The table primary key column 14 is displayed here. |
| Primary Key 15 (unlabeled) | The table primary key column 15 is displayed here. |

3. Perform any of the [Basic Actions](#) mentioned in Navigation chapter.
4. In the **Audit Tables Columns** section, perform any of the [Basic Operations](#) mentioned in Navigation chapter.

A brief description of the fields is given below:

| Field | Do this: |
|-------------|--|
| Column | Specify the column name on which the audit needs to be created from drop-down list (column in the table that is being audited) |
| Description | Specify the column description (description of the data contained in the column). |
| Data Type | The data type for the attribute is displayed here. |
| Enabled | Check this box to enable the audit column. |

5. Perform any of the [Basic Actions](#) mentioned in Navigation chapter.

2.5 Transaction Codes

The system uses transaction codes to define the actions and tasks it can perform; for example, activating an account, changing a due date, applying a late fee, and charging off an account.

The Transaction Codes Setup screen catalogs and defines these core system actions.

Three sub screens, Parameters, Access Grid, and Products, record any additional information required to perform a transaction, the user types that can perform the transaction, and the product type to which the transaction codes apply.

Note

The Software recommends that you restrict the access to the seed data once you are in production.

To set up the Transaction Codes

1. Click **Setup > Setup > Administration > System > Transaction Codes**. The system displays the Transaction Codes screen.
2. In **Transaction Super Group** section, you can view the following information

A brief description of the fields is given below:

| Field | Do this: |
|-------------|---|
| Super Group | Select the Super Group you want to work with in the Transaction Codes screen. |

3. Perform any of the [Basic Actions](#) mentioned in Navigation chapter.

4. In the **Transaction Codes** section, perform any of the [Basic Operations](#) mentioned in Navigation chapter

The screenshot displays the Oracle Financial Services Lending and Leasing application. The left sidebar contains navigation options like Dashboard, Origination, Servicing, Collections, WFP, Tools, and Setup. The main area is titled 'Transaction Codes' and shows a list of transaction codes under the 'Transaction Super Group'. Below this, there is a detailed view of a transaction code with fields for Txn Code, Description, Group, Action, Monetary, System Defined Yes/No, Enabled, Txn/Bal Type, Statement Txn Type, and Batch. The 'Parameters' section at the bottom allows for further configuration of these fields.

A brief description of the fields is given below:

| Field | Do this: |
|-----------------------|---|
| Txn Code | Specify the transaction code (required). |
| Description | Specify the description for the transaction. |
| Group | Select the transaction group (the group within the Transaction Super Group that the transaction code belongs to) from the drop-down list. |
| Action | Select the action type code for the transaction (what action will take place when the transaction occurs) from the drop-down list. |
| Monetary | Check this box to maintain the transaction as a monetary transaction. If unchecked, then the transaction is nonmonetary. |
| System Defined Yes/No | Select 'Yes', if you wish to maintain the transaction code as system defined and 'No', if you do not want to maintain it as system defined. System defined entries cannot be modified. If entry is not system defined, then it can be modified. |
| Enabled | Check this box to enable the transaction. |
| Txn/Bal Type | Select the transaction / balance type affected by the Transaction from the drop-down list. |
| Statement Txn Type | Select the statement transaction type (how the transaction should appear on the customer statement) from the drop-down list. |
| Batch | Check this box to perform the transaction in a batch process. |

| Field | Do this: |
|------------|---|
| Manual | Check this box, if the transaction is a manual transaction. If you define a transaction as manual, the system recommends that the transaction that reverses it also be defined as manual. |
| Stmt Print | Check this box to print the transaction on customer statements. |
| GL | Check this box, if the transaction is a general ledger transaction. |

5. Perform any of the [Basic Actions](#) mentioned in Navigation chapter.

2.5.1 **Transaction Codes sub screens**

The Transaction Codes screen contains three sub screens:

- Parameters
- Access Grid
- Products

Note

Please contact your System Administrator / Implementation Manager before making any changes in these sub screens.

2.5.1.1 **Parameters**

Here, you can define the parameter information for the associated transaction.

- AMORTIZATION TXN
- PRODUCER MONETARY TXN
- FUNDING TXN
- ACCOUNT CONDITION TXN
- CORRESPONDENCES
- FEE ASSESSMENTS

(For manual transactions, these are the parameters that appear when you click Load Parameters on the Customer Service screen's Maintenance screen.)

Note

Treat the Transaction Parameters sub screen as containing view-only information. This is very sensitive data and you should not change it without consulting Oracle Financial Services Lending and Leasing.

To set up the Parameters

1. Click **Setup > Setup > Administration > System > Transaction Codes > Parameters**.
2. In the **Transaction Parameters** section, perform any of the [Basic Operations](#) mentioned in Navigation chapter.

A brief description of the fields is given below:

| Field | Do this: |
|-------------------|---|
| Parameter Code | Select the parameter code associated with the transaction code, from the drop-down list. |
| Default | Specify the default value for the transaction parameter (value to initially populate, or used if no value is supplied). |
| Sort | Specify the sort order for the transaction parameter. |
| Displayed? Yes/No | Select 'Yes' to display the parameter and 'No' if you do not want to display in current use. |
| Required? Yes/No | Select 'Yes' if the parameter is required and 'No' if you do not require the parameter. (You must select Required as empty values are not allowed.) |

3. Perform any of the [Basic Actions](#) mentioned in Navigation chapter.

2.5.1.2 Access Grid

The Access Grid sub screen allows you to control access to each transaction according to user responsibility, account status, and account condition. It allows the administrator to control when these transactions may be conducted. Normally, you would create or modify the access based on either the user responsibility or account condition. Account status access is left unchanged.

To set up the Access Grid sub screen

1. Click **Setup > Setup > Administration > System > Transaction Codes > Access Grid**.
2. In the **Transaction User Access Definition** section, perform any of the [Basic Operations](#) mentioned in Navigation chapter.

A brief description of the fields is given below:

| Field | Do this: |
|------------------------|--|
| Access Type | Select the access grid function type (ACCOUNT CONDITION AND ACCOUNT STATUS) that is being used to control the creation of the associated transaction, from the drop-down list. |
| Access Value | Select the access function grid value from the drop-down list (based on a lookup associated with the Access Type. Multiple entries for each access type may be created as long as each has a different access value). |
| Allowed? Yes/No | Select 'Yes' if the access is allowed and 'No' if the access is not allowed (indicates whether the current Access Type / Access Value may create the associated transaction). |
| System Defined Yes/ No | Select 'Yes', if you wish to maintain access type as system defined and 'No', if you do not want to maintain it as system defined. System defined entries cannot be modified. If entry is not system defined, then it can be modified. |

3. Perform any of the [Basic Actions](#) mentioned in Navigation chapter.

2.5.1.3 **Products**

The Products sub screen allows you to define the products to which the transaction codes apply. It allows the administrator to control if the associated transaction code will be available for use for specific product types and or funding types.

Normally, an Access Value of ALL is defined for one or more Access Types with a given Allowed value. Additional Access Values are then defined for the same Access Types with the opposite Allowed value. This controls access to the associated transaction.

To set up the Products sub screen

1. Click **Setup > Setup > Administration > System > Transaction Codes > Products**.
2. In the **Transaction Product Definition** section, perform any of the [Basic Operations](#) mentioned in Navigation chapter.

A brief description of the fields is given below:

| Field | Do this: |
|-----------------|---|
| Product Type | Select the product type associated with the transaction code from the drop-down list. |
| Funding Type | Select the funding type associated with the transaction code from the drop-down list. |
| Allowed? Yes/No | Select 'Yes' if the transaction is allowed and 'No' if the transaction is not allowed (indicates whether the current Access Type / Access Value may create the associated transaction). |

3. Perform any of the [Basic Actions](#) mentioned in Navigation chapter.

2.6 **Data Files**

The Data Files Setup screen organizes information pertaining to the various input/output data files that the system can generate. The system uses the Data Files Setup screen to outline the file layouts of each data file produced/received within the system, including the length and data type of each column name.

These files are typically produced during the nightly process.

One major advantage for the system-defined data files is the format mask of each column name within each data file. A format mask is like a stencil that forces data input to be of the same format before accepting the data.

You can change the order in which the fields are displayed in the file.

Note

Any addition or removal of a field or change in the data type length requires the Software involvement.

Data Files screen consists of the following two tabs:

- Output
- Input

2.6.1 Output tab

The Output tab in the Data Files screen allows you to define the structure of output data file through the following sections:

- Data File Definitions
- Record Definitions
- Column Definitions

2.6.1.1 Data File Definitions

The Data File Definitions section defines specific data files. Each is associated with a specific Output Data Definition (ODD) batch job that gathers the data that the file will contain. While new data file definitions may be created they will have no use unless a batch job is also created to populate the data.

To set up Data File Definitions

1. Click **Setup > Setup > Administration > System > Data Files > Output tab**.
2. In the **Data Files Definitions** section, perform any of the [Basic Operations](#) mentioned in Navigation chapter.

A brief description of the fields is given below:

| Field | Do this: |
|----------------|---|
| Name | Specify data file type (name of data file definition). |
| Description | Specify data file description. |
| File Name | Specify data file name. Prefix used for files generated for this Data File. This is the only field on the Data File Definitions screen that can or should be modified by your Administrator. The generated file name will be in the form of <FILE NAME>_<COMPANY ID>_<BRANCH ID>_<MMDDYYYY>_<PROCESS ID>.DAT. The inclusion of _<COMPANY ID> and _<BRANCH ID> depends entirely on the associated batch process. |
| Directory Path | Specify the directory path. |

| Field | Do this: |
|-----------------------|---|
| System Defined Yes/No | Select 'Yes', if you wish to maintain the data file definition as system defined and 'No', if you do not want to maintain it as system defined. System defined entries cannot be modified. If the entry is not system defined, then it can be modified. |
| Enabled | Check this box to enable the data file definition. |

3. Perform any of the [Basic Actions](#) mentioned in Navigation chapter.

2.6.1.2 Record Definitions

Each data file definition is made up of one or more record definitions. These define organization of the data. The associated batch file determines how these records are used. The order in which the data is populated determines the order in which those records will appear in the output file. This is generally related to the order the records appear in the Data File Definition section.

1. In the **Record Definitions** section, perform any of the [Basic Operations](#) mentioned in Navigation chapter.

A brief description of the fields is given below:

| Field | Do this: |
|---------------|--|
| Record Type | Specify the type of record being defined. |
| Description | Specify record description. |
| Record Format | Select the format of output data (FIXED, VARIABLE) from the drop-down list. |
| Delimiter | Specify the delimiter (column separator used with VARIABLE format). |
| Terminator | Select the record terminator code (how the end of each record is indicated within the file -- CARRIAGE RETURN, LINE FEED, or CARRIAGE RETURN AND LINE FEED) from the drop-down list. |

2. Perform any of the [Basic Actions](#) mentioned in Navigation chapter.

2.6.1.3 Column Definitions

Each record definition is made up of one or more column definitions. These define the output of the data. Much of this data is informational; it indicates what data is being provided by the associated batch job. Unless otherwise noted, the data should not be changed without changing the associated batch job.

1. In the **Column Definitions** section, perform any of the [Basic Operations](#) mentioned in Navigation chapter.

A brief description of the fields is given below:

| Field | Do this: |
|-------|--|
| Seq | Specify the order in which the output data dump will process the column information. |

| Field | Do this: |
|---------------|--|
| Column Name | Specify name/description of the column (informational only). |
| Data Type | Specify the data type. This describes the type of data the column is expected to contain (CHARACTER, DATE, or NUMBER). This effects how the ODD process handles the data, and should not be changed. |
| Format Mask | Select the format mask for the column from the drop-down list. For DATE or NUMBER columns, this field defines the output format of the data. For example; Date fields may be entered using the MM/DD/YYYY format, Number fields may be entered as decimal numbers with varying degrees of precision. Other formats for each data type are available. |
| Length | Specify the column length (the maximum number of characters of the output data to be included in the output file). Each output data details column may contain up to 240 characters of data. If the output data details column contains more data than the length value the data will be truncated. For VARIABLE records the length should be set to "-1" or a Delimited file will be created with FIXED LENGTH columns. |
| Data Column | Specify the data column sequence. This is the column that will be used to select the data that is being output. This should not be changed. |
| Output Column | Specify the output column sequence. This is the column that will appear in Output File. The Output Data Dump process allows for the output of 250 columns of data per record. No output column should be repeated in the setup for a record. |

2. Perform any of the [Basic Actions](#) mentioned in Navigation chapter.

2.6.2 **Input tab**

Oracle Financial Services Lending and Leasing facilitates processing of a input data file received from external interface into the system through an automated batch job (IDDP RC_BJ_000_01) triggered on regular intervals.

The Input tab in the Data Files screen allows you to define the input data file through the following sections:

- Input Data File Definitions
- Column Definitions

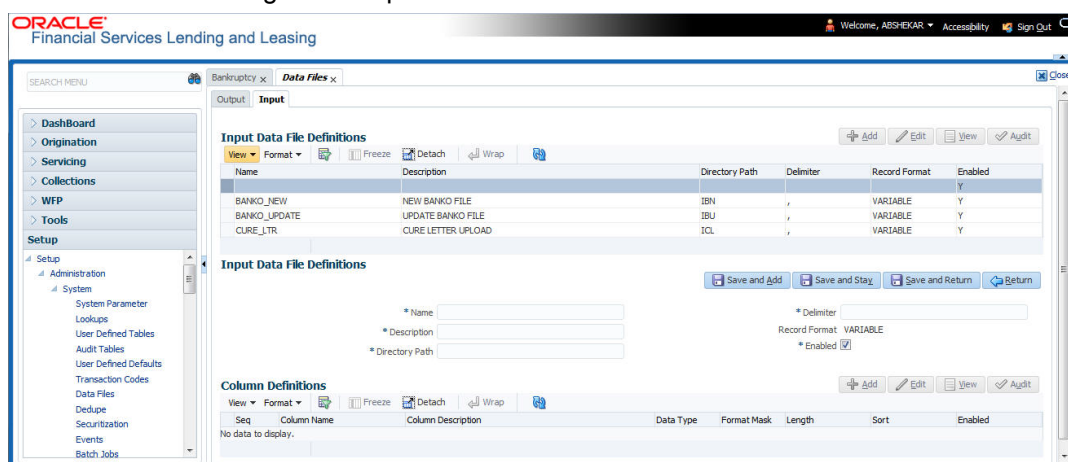
2.6.2.1 **Input Data File Definitions**

In the Input Data File Definitions section, you can define and maintain the structure of input data file to populate data from external system.

To set up Input Data File Definitions

1. Click **Setup > Setup > Administration > System > Data Files > Input tab**.

2. In the **Input Data Files Definitions** section, perform any of the [Basic Operations](#) mentioned in Navigation chapter.



A brief description of the fields is given below:

| Field | Do this: |
|----------------|--|
| Name | Specify a unique name for the input data file. |
| Description | Specify data file description. |
| Directory Path | Specify the directory path configured within OFSLL Database server to process the input data file. |
| Delimiter | Specify the delimiter used to separate column data. (Ex: Comma). |
| Record Format | System defaults the record format as 'VARIABLE'. |
| Enabled | Check this box to enable the input data file definition. |

3. Perform any of the [Basic Actions](#) mentioned in Navigation chapter.

2.6.2.2 Column Definitions

Each input data file definition is made up of one or more column definitions. These define the structure of data to be loaded from external system.

1. In the **Column Definitions** section, perform any of the [Basic Operations](#) mentioned in Navigation chapter.

A brief description of the fields is given below:

| Field | Do this: |
|--------------------|---|
| Seq | Specify the order in which the input data dump will process the column information. |
| Column Name | Specify name of the column. |
| Column Description | Specify description of the column. |

| Field | Do this: |
|-------------|--|
| Data Type | Select the data type from the drop-down list. The selected data type describes the type of data the column is expected to contain such as INTEGER/DATE/NUMBER/CHARACTER. This effects how the input data file processing handles the data, and should not be changed. |
| Format Mask | Select the format mask for the column from the drop-down list. The list displays the format depending on the Data Type selected. For example; Date fields may be entered using the MM/DD/YYYY format, Number fields may be entered as decimal numbers with varying degrees of precision. Other formats for each data type are available. |
| Length | Specify the column length (the maximum number of characters of the data to be included in the input file). Each input data details column may contain up to 240 characters of data. If the output data details column contains more data than the length value the data will be truncated. For VARIABLE records the length should be set to "-1" or a Delimited file will be created with FIXED LENGTH columns. |
| Sort | Specify the order in which the column definitions are to be sorted for display in the external interface screen (Customer Service > External Interfaces). There can be a maximum of 61 column definitions. |
| Enabled | Default selected. If not, you can check this box to enable the column definition. |

2. Perform any of the [Basic Actions](#) mentioned in Navigation chapter.

2.7 Events

During account processing, when an account moves from one status/sub status to another, or changes condition, the system can trigger an event and perform the associated event actions. This can occur either online or in batch mode.

Note

Only predefined events and actions can be set up on the Events Setup screen. You cannot create new event types or action types.

As processing events and associated actions require additional processing at the server level, the performance of the transactions, for which the events are setup, may be adversely affected dependent upon your specific configuration.

2.7.1 Events

In the Events screen you can setup "trigger events" with associated actions which the system performs during account processing. The fields on this form are both system and user defined. There are four sub screens on the Events screen to set up and maintain these events:

- Events Types
- Event Action Types

- Online
- Batch

Event Types and Action Types sections of this screen provide a master table for setting up the online and batch events. This setup triggers the event, which in turn triggers the actions associated with the events, during account processing.

Navigating to Events

1. On the Oracle Financial Services Lending and Leasing home screen, click **Setup > Setup > Events**.

2.7.1.1 Event Types

1. Click **Setup > Setup > Administration > System > Events > Line of credit > Events Types**.
2. In the **Events Type** section, perform any of the [Basic Operations](#) mentioned in Navigation chapter.

The screenshot displays the 'Events Types' configuration screen in the Oracle Financial Services Lending and Leasing application. The interface includes a left-hand navigation menu with options like Dashboard, Origination, Servicing, Collections, WFP, and Tools. The main area shows a table of event types. The table has columns for Event Type Code, Description, Process Type, Entity Type, Engine Type, Enabled, and Sys. The data rows show various batch events (EVE01 to EVE05) for accounts and applications. Below the table, there are input fields for 'Event Type Code' (EVE01), 'Description' (ACCOUNT LEVEL BATCH EVENT #01), 'Process Type' (BATCH), 'Entity Type' (ACCOUNTS), 'Engine Type' (MONETARY TRANSACTIONS PROCESSING), and 'Enabled' (checked). There are also buttons for 'Save and Stay', 'Save and Return', and 'Return'.

A brief description of the fields is given below:

| Field: | Do this: |
|-----------------|---|
| Event Type Code | Specify the event type code. |
| Description | Specify the event description. |
| Process Type | Specify the process type (BATCH or ONLINE) from the drop-down list. |
| Entity Type | Specify the entity type (ACCOUNTS or APPLICATIONS) from the drop-down list. |

| Field: | Do this: |
|----------------|--|
| Engine Type | Specify the engine type (MONETARY TRANSACTIONS PROCESSING, NON-MONETARY TRANSACTION PROCESSING, CONDITION/ASSIGNMENT PROCESSING, APPLICATION STATUS CHANGE, CREDIT BUREAU PROCESSING, LETTERS PROCESSING or CORRESPONDENCE) from the drop-down list. |
| Enabled | Check this box to activate the event type. |
| System Defined | Select 'Yes' to indicate that the event type is system defined. Select 'No' to indicate that the event type is user defined. |

3. Perform any of the [Basic Actions](#) mentioned in Navigation chapter.

2.7.1.2 Event Action Type

The **Event Action Types** section is system defined and lists the action codes supported in the system.

1. Click **Setup > Setup > Administration > System > Events > Line of credit > Event Action Types**.
2. In the **Events Action Types** section, perform any of the [Basic Operations](#) mentioned in Navigation chapter.

The screenshot shows the Oracle Financial Services Lending and Leasing interface. The left sidebar contains a navigation menu with options like Dashboard, Origination, Servicing, Collections, WFP, Tools, and Setup. The Setup menu is expanded, showing various system configuration options. The main window displays the 'Event Action Types' section, which includes a table of event action types. The table has columns for Action Code, Description, Process Type, Entity Type, Engine Type, and Enabled. The 'Event Action Types' section also includes a 'Columns Hidden' section and a 'Save and Stay' button.

| Action Code | Description | Process Type | Entity Type | Engine Type | Enabled |
|--|-------------------------------|--------------|--------------|-------------------------------------|---------|
| POST_CONDITION_TRANSACTION_ACC_ONLINE | POST CONDITION TRANSACTION | ONLINE | ACCOUNTS | CONDITION/ASSIGNMENT PROCESSING | Y |
| POST_MONETARY_TRANSACTION_ACC_ONLINE | POST MONETARY TRANSACTION | ONLINE | ACCOUNTS | MONETARY TRANSACTIONS PROCESSING | Y |
| POST_NON_MONETARY_TRANSACTION_ACC_ONLINE | POST NON MONETARY TRANSACTION | ONLINE | ACCOUNTS | NON-MONETARY TRANSACTION PROCESSING | Y |
| SEND_CRB_REQ_APP_ONLINE | SEND CREDIT BUREAU REQUEST | ONLINE | ACCOUNTS | CREDIT BUREAU PROCESSING | Y |
| SEND_CRB_REQ_APP_BATCH | SEND CREDIT BUREAU REQUEST | ONLINE | APPLICATIONS | CREDIT BUREAU PROCESSING | Y |
| SEND_LETTER_APP_ONLINE | SEND LETTER | BATCH | ACCOUNTS | LETTERS PROCESSING | Y |
| SEND_LETTER_APP_BATCH | SEND LETTER | BATCH | ACCOUNTS | LETTERS PROCESSING | Y |
| SEND_LETTER_APP_ONLINE | SEND LETTER | ONLINE | APPLICATIONS | LETTERS PROCESSING | Y |

A brief description of the fields is given below:

| Field: | Do this: |
|-------------|---------------------------------|
| Action Code | Specify the action code. |
| Description | Specify the action description. |

| Field: | Do this: |
|----------------|---|
| Process Type | Select the process type (BATCH or ONLINE) from the drop-down list. |
| Entity Type | Select the entity type from the drop-down list. |
| Engine Type | Select the engine type from the drop-down list. |
| Enabled | Check this box to activate the action. |
| System Defined | Select 'Yes' to indicate that the event type is system defined. Select 'No' to indicate that the event type is user defined. |

3. Perform any of the [Basic Actions](#) mentioned in Navigation chapter.

2.7.1.3 Online

The Online screen allows you to set up the online events by defining all online events and the event criteria actions. The system supports the following online events:

1. A change in account's status. the system processes the event's actions when the:
 - Account status of ACTIVE is reversed
 - Account status is changed to PAID
 - Account status change to PAID is reversed
 - Account status is changed to CHARGE OFF
 - Account status change to CHARGE OFF is reversed.
2. The opening or closing of an accounts conditions. The system processes the event's actions when the:
 - Account condition DELINQUENT is opened
 - Account condition DELINQUENT is closed
 - CHG OFF Reversal
 - Paid Off Reversal
 - BKRP is closed
 - BKRP Is Opened
 - When Queue is Closed
 - When status/ Sub status changed to 'Approved- Rehashed'
 - Account condition SCHG is closed
 - Account condition SCHG is Opened
3. The posting of a non-monetary transaction to the account.

The events that can be performed online after each of the events listed above are as follows:

- Send correspondence for an account
- Generate correspondence for an account
- Send a credit bureau request for an account
- Post a monetary transaction for an account
- Post a condition transaction for an account

To setup Online Event

1. Click **Setup > Setup > Administration > System > Events > Line of credit > Online.**

2. In the **Events** section, perform any of the [Basic Operations](#) mentioned in Navigation chapter.

A brief description of the fields is given below:

| Field: | Do this: |
|-------------|--|
| Event Code | Specify the event code. |
| Event Type | Specify the event type from the drop-down list. |
| Frequency | Specify the event frequency from the drop-down list. |
| Synchronous | Check this box to set the event as synchronous (any failure in triggering the event will fail to trigger the entire transaction). If unchecked, then the event is asynchronous (any failure in the event will not affect the transaction, which will be successfully completed). |
| Enabled | Check this box to activate the event type. |

3. Perform any of the [Basic Actions](#) mentioned in Navigation chapter.

The **Event Criteria** section allows you to name and describe the query for an event, as well as enable or disable the query.

4. In the **Event Criteria** section, perform any of the [Basic Operations](#) mentioned in Navigation chapter.

A brief description of the fields is given below:

| Field: | Do this: |
|-------------|--------------------------------|
| Query Name | Specify the query name. |
| Description | Specify the query description. |

| Field: | Do this: |
|---------|--|
| Enabled | Check this box to activate the event criteria. |

5. Perform any of the [Basic Actions](#) mentioned in Navigation chapter.

Criteria Details

The Criteria Details sub screen allows you to define the selection criteria for the event. The event engine uses these criteria to determine which account to include in the event action.

6. In the **Setup > Setup > Administration > System > Events > Line of credit > Online > Criteria** section, you can define the event selection criteria. Perform any of the [Basic Operations](#) mentioned in Navigation chapter.

A brief description of the fields is given below:

| Field: | Do this: |
|---------------------|---|
| Seq | Specify sequence numbers. |
| (| Specify left bracket. |
| Parameter | Select the parameter from the drop-down list. |
| Comparison Operator | Select comparison operator from the drop-down list. |
| Criteria Value | Specify criteria value. |
|) | Specify right bracket. |
| Logical Expression | Specify logical operator from the drop-down list. |

7. Perform any of the [Basic Actions](#) mentioned in Navigation chapter.

Actions

The Actions section records the actions the system performs after the event is triggered.

8. In the **Setup > Setup > Administration > System > Events > Line of credit > Online > Action** section, define the action you want the system to perform for the event by entering the following information. (You can set up more than one event action for a particular event, then use the Seq field to define the order in which the events will occur)

A brief description of the fields is given below:

| Field: | Do this: |
|-------------|--|
| Description | Select the event action description from the drop-down list. |
| Seq | specify sequence number. |
| Enabled | Check this box to activate the event action. |

9. Perform any of the [Basic Actions](#) mentioned in Navigation chapter.

10. For each event action, use the **Action Parameters** section to set up the required action parameters and values. Perform any of the [Basic Operations](#) mentioned in Navigation chapter.

A brief description of the fields is given below:

| Field: | Do this: |
|-------------|--|
| Description | Specify the parameter description from the drop-down list. |
| Value | Specify parameter value. |

11. Perform any of the [Basic Actions](#) mentioned in Navigation chapter.

2.7.1.4 Batch

The Batch screen allows you to set up the events performed as a batch transaction by the system. The system supports the following predefined batch events for account processing. (These batch events are listed in the Events Types section on the Setup screen):

- ACCOUNT LEVEL BATCH EVENT #01
- ACCOUNT LEVEL BATCH EVENT #02
- ACCOUNT LEVEL BATCH EVENT #03
- ACCOUNT LEVEL BATCH EVENT #04
- ACCOUNT LEVEL BATCH EVENT #05
- ACCOUNT LEVEL BATCH EVENT #06
- ACCOUNT LEVEL BATCH EVENT #07
- ACCOUNT LEVEL BATCH EVENT #08
- ACCOUNT LEVEL BATCH EVENT #09
- ACCOUNT LEVEL BATCH EVENT #10

To setup the Batch Event

1. Click **Setup > Setup > Administration > System > Events > Line of credit > Batch**.
2. In the **Events** section, perform any of the [Basic Operations](#) mentioned in Navigation chapter.

The screenshot displays the Oracle Financial Services Lending and Leasing 'Events' setup screen. The interface includes a navigation pane on the left with the following structure: Dashboard, Origination, Servicing, Collections, WFP, Tools, Setup, Administration, System, System Parameter, Lookups, User Defined Tables, Audit Tables, User Defined Defaults, Transaction Codes, Data Files, Dedupe, Securitization, Events, Batch Jobs, Producer Cycles, Vendors, Collection Cycles, Reports, Error Messages, Translations, User, Organization, Companies, Access, Users, Credit Bureau, Correspondence, General Ledger, Queues, Printers, Bank Details, Check Details, Standard Payees, and Currencies. The main area is titled 'Events' and contains the following sections:

- Event Types:** A table with columns: Event Code, Event Type, Frequency, Synchronous, and Enabled. The table contains one row: TEST3, ACCOUNT LEVEL BATCH EVENT #03, DAILY, N, N.
- Event Criteria:** A table with columns: Query Name, Description, and Enabled. The table contains one row: TEST3, TEST3, N.
- Criteria Details:** A table with columns: Seq, Parameter, Comparison Operator, Criteria Value, Logical Expression, and Enabled. The table contains one row: 0, PRODUCT CODE, EQUAL, TEST3, Y, Y.

A brief description of the fields is given below:

| Field: | Do this: |
|-------------|--|
| Event Code | Specify the event code. |
| Event Type | Specify the event type from the drop-down list. |
| Frequency | Specify the event frequency from the drop-down list. |
| Synchronous | Check this box to set the event as synchronous (any failure in triggering the event will fail to trigger the entire transaction). If unchecked, then the event is asynchronous (any failure in the event will not affect the transaction, which will be successfully completed). |
| Enabled | Check this box to activate the event type. |

3. Perform any of the [Basic Actions](#) mentioned in Navigation chapter.

The **Events Criteria** section allows you to name and describe the query for an event, as well as enable or disable the query.

4. In the **Events Criteria** section, perform any of the [Basic Operations](#) mentioned in Navigation chapter.

A brief description of the fields is given below:

| Field: | Do this: |
|-------------|--|
| Query Name | Specify the query name. |
| Description | Specify the query description. |
| Enabled | Check this box to activate the event criteria. |

5. Perform any of the [Basic Actions](#) mentioned in Navigation chapter.

Criteria Details

The Criteria Details sub screen allows you to define the selection criteria for the event. The event engine uses these criteria to determine which account to include in the event action.

6. In the click **Setup > Setup > Administration > System > Events > Line of credit > Batch > Criteria** section, you can define the event selection criteria. Perform any of the [Basic Operations](#) mentioned in Navigation chapter.

A brief description of the fields is given below:

| Field: | Do this: |
|---------------------|---|
| Seq | Specify sequence numbers. |
| (| Specify left bracket. |
| Parameter | Select the parameter from the drop-down list. |
| Comparison Operator | Select comparison operator from the drop-down list. |
| Criteria Value | Specify criteria value. |
|) | Specify right bracket. |

| Field: | Do this: |
|--------------------|---|
| Logical Expression | Specify logical operator from the drop-down list. |

7. Perform any of the [Basic Actions](#) mentioned in Navigation chapter.

Action

The Action sub screen allows you to define the actions performed in the batch event. The system supports the following batch event actions:

- Send letter for an account
 - Generate correspondence for an account
8. Click **Setup > Setup > Administration > System > Events > Line of credit > Batch > Action**.
9. In the **Actions** section, define the action you want the system to perform for the event by entering the following information. (You can set up more than one event action for a particular event, then use the Seq field to define the order in which the events will occur.) Perform any of the [Basic Operations](#) mentioned in Navigation chapter.

A brief description of the fields is given below:

| Field: | Do this: |
|-------------|--|
| Description | Select the event action from the drop-down list. |
| Seq | Specify sequence numbers (required). |
| Enabled | Check this box to activate the event action. |

10. Perform any of the [Basic Actions](#) mentioned in Navigation chapter.
11. For each event action, use the **Action Parameters** section to set up the required action parameters and values. Perform any of the [Basic Operations](#) mentioned in Navigation chapter.

A brief description of the fields is given below:

| Field: | Do this: |
|-------------|--|
| Description | Select the event action from the drop-down list. |
| Value | Specify sequence numbers (required). |

12. Perform any of the [Basic Actions](#) mentioned in Navigation chapter.

2.7.1.5 Monitoring Events

You can verify the status of events and event actions on the Monitor Jobs screen of the Utilities form.

To monitor events

1. On the Oracle Financial Services Lending and Leasing home screen, click **Dashboard > Dashboard > System Monitor > Jobs > Back Ground**.
The system displays the status for all asynchronous events that have been completed or failed for an account.

For further details, on monitoring events refer Dashboard Chapter of this Guide.

2.8 Batch Jobs

“Batch jobs” refer to the back-end processes that automatically run at a certain time. There are two types of batch jobs:

- Business processes (such as billing and delinquency processing)
- Housekeeping tasks (such as application aging and application purging)

2.8.1 Batch Jobs

The Batch Job screen allows you to set up, monitor, and maintain batch jobs in the system.

Batch jobs can be set up to be performed on a daily, weekly, monthly, and ad-hoc basis. Batch jobs can also be configured to trigger an e-mail or phone message if a batch job fails.

Critical batch jobs control job flow and system date rollover to allow recovery during errors. Errors are instances where a process did not successfully complete. Failures indicate that a particular job encountered errors that require remedial action. The number of errors allowed before failure is defined for each job. Some errors automatically result in a failure.

Navigating to Batch Jobs:

1. On the Oracle Financial Services Lending and Leasing home screen, click **Setup > Setup > Administration > System > Batch Jobs**. The Batch Jobs details are further grouped into two tabs:
 - Batch Jobs tab
 - Job Holidays tab

2.8.1.1 Batch Jobs

In the Batch Job Setup screen, you can track and maintain all batch processes within the system. Using this form, the system administrator can configure the frequency and start time of each batch process, as well as set the number of threads to improve performance.

“Threading” allows a specific job to be separated into smaller units that are processed at the same time. This allows Oracle Financial Services Lending and Leasing to complete the job in less time.

You can set up multiple batch jobs within a batch set. In the Batch Job Sets section, each process is listed with the last run date (Last Run Dt field) and the next scheduled process date (Next Run Dt field). In the Freq Code and Freq Value fields, you can determine the frequency of each batch set, such as daily, weekly and monthly. You can also set up batch sets to incorporate a dependency on another batch set. This way, if the initial batch fails, the dependent set will not be processed.

In the Batch Jobs section, you can configure the process to run on weekends and holidays using the respective option boxes.

CAUTION: As the batch job setup widely affects the Oracle Financial Services Lending and Leasing system, Oracle Financial Services Software suggests that the system administrator has a clear understanding of the various functionalities within Oracle Financial Services Lending and Leasing before creating and updating the batch processes.

For the standard job set please review the Visio document,
dbk_std_detail_design_job_sets.vsd

To setup a Batch job

1. Click **Setup > Setup > Administration > System > Batch Jobs**.

- In the **Batch Job Sets** section, perform any of the [Basic Operations](#) mentioned in Navigation chapter.

Batch Job Sets

| Set Code | Job Set Description | Frequency | Frequency value | Start Time | Critical | Enabled | Last Run Dt |
|----------|--|--------------|-----------------|------------|----------|---------|-------------|
| SET-AA1 | ACCOUNT CREATION | DAILY | DAILY | 10:00 AM | N | N | 03/01/198 |
| SET-ACR | ACCRUALS AND DELINQUENCY | DAILY | DAILY | 10:30 PM | Y | N | 08/07/200 |
| SET-ADT | UPDATE AUDIT TABLE (AFTER TABLE EXPORT-IMPORT) | SPECIFIC DAY | SPECIFIC DAY | 10:00 AM | N | N | 08/08/200 |
| SET-AGE | AGING | DAILY | DAILY | 12:00 AM | N | N | 07/28/200 |
| SET-AGS | SALE LEAD AGING | DAILY | DAILY | 10:30 PM | Y | N | 08/07/200 |
| SET-API | API | SPECIFIC DAY | SPECIFIC DAY | 2:00 PM | N | N | 05/08/200 |
| SET-BLK | BULK UPLOAD | SPECIFIC DAY | SPECIFIC DAY | 10:00 AM | N | N | 08/08/200 |
| SET-BMT1 | BATCH TXNS (MONETARY) | DAILY | DAILY | 8:00 PM | Y | N | 08/09/200 |
| SET-BMT2 | BATCH TXNS (NONMONETARY) | DAILY | DAILY | 8:01 PM | N | N | 08/09/200 |

Batch Job Sets

* Set Code: * Start Time: * Next Run Dt: 12/31/1969 12:30:00 PM

* Job Set Description: * Critical: ☐ * Enabled: ☐ * Parent:

* Frequency: Last Run Dt: 01/01/1800

* Frequency value: Dependency:

Batch Jobs

| Seq | Job Type | Job Code | Job Description | Threads | Commit Count | Errors Allowed | We |
|---------------------|----------|----------|-----------------|---------|--------------|----------------|----|
| No data to display. | | | | | | | |

Batch Job Threads

| Thread | Trace Level | Enabled |
|---------------------|-------------|---------|
| No data to display. | | |

A brief description of the fields is given below:

| Field: | Do this: |
|---------------------|---|
| Set Code | Specify the code for the batch job set. |
| Job Set Description | Specify the description for the batch job set. |
| Frequency | Select the frequency at which the job set is to be executed from the drop-down list. |
| Frequency Value | Select the frequency value from the drop-down list. The frequency value will be displayed based on the frequency code selected. |
| Start Time | Specify the start time for the job set. |
| Critical | Check this box to set job as critical. A “critical” job is one that prevents the General Ledger (GL) post date from rolling forward, should the job fail. |
| Enabled | Check this box to enable the job set. |
| Last Run Dt | The system displays the last run date of the job set. |
| Next Run Dt | Specify the next run date for job set. You can select the data from adjoining calendar icon. |
| Parent | Select the parent job set from drop-down list. |
| Dependency | Select the type of dependency on the parent from drop-down list. |

3. Perform any of the [Basic Actions](#) mentioned in Navigation chapter.
4. In the **Batch Job** section, perform any of the [Basic Operations](#) mentioned in Navigation chapter.

A brief description of the fields is given below:

| Field: | Do this: |
|-----------------|--|
| Seq | Specify the batch job sequence number. Note: Within a job set, jobs are executed sequentially based on the sequence number assigned. |
| Job Type | Select the batch job request type from the drop-down list. |
| Job Code | Specify the batch job request code. |
| Job Description | Specify the batch job description. |
| Threads | The system displays the number of threads used by the job. |
| Commit Count | Specify the number of rows after which auto-commit is triggered. |
| Errors Allowed | Specify the number of errors allowed. |
| Weekend | Check this box to perform batch jobs on weekend. |
| Holiday | Check this box to perform batch jobs on a holiday. (Holidays are defined on the Job Holidays screen.) |
| Enabled | Check this box to enable the batch job. |
| Parent | Select the parent batch job from the drop-down list. |
| Dependency | Select the dependency clause of the batch job from the drop-down list. |
| Command | Specify the command line for the job (required). |
| RollbackSegment | If you choose, use this field to specify the rollback segment for job. |

5. Perform any of the [Basic Actions](#) mentioned in Navigation chapter.
6. In the **Batch Job Thread** section, perform any of the [Basic Operations](#) mentioned in Navigation chapter.

A brief description of the fields is given below:

| Field: | Do this: |
|---------|--|
| Thread | Specify the name of thread. |
| Trace | Specify the SQL trace level (0, 1, 4, 8, 12). The higher the number, the more activities the system can trace. |
| Enabled | Check this box to enable the thread. |

7. Perform any of the [Basic Actions](#) mentioned in Navigation chapter.

2.8.1.2 Job Holidays

The system allows you to define holidays within the company on Job Holidays screen. You can then use the Batch jobs screen to set up whether you want the system to perform batch jobs on these days or not, using the Holiday box of Batch Jobs section .

To define job holidays

1. Click **Setup > Setup > Administration > System > Batch Jobs > Job Holidays**.
2. In the **Job Holidays** section, perform any of the [Basic Operations](#) mentioned in Navigation chapter.

The screenshot displays the 'Job Holidays' screen within the Oracle Financial Services Lending and Leasing application. The interface includes a left-hand navigation menu with categories like Dashboard, Origination, Servicing, Collections, WFP, Tools, Setup, Administration, System, System Parameter, Lookups, User Defined Tables, Audit Tables, User Defined Default, Transaction Codes, Data Files, Deluge, Securitization, Events, Batch Jobs, Producer Cycles, Vendors, Collection Cycles, Reports, Error Messages, Translations, User, Organization, Companies, Access, Users, Credit Bureau, Correspondence, General Ledger, Queues, Printers, Bank Details, Check Details, Standard Payees, Currencies, Zip Codes, and Products. The main area shows a table titled 'Job Holidays' with columns for 'Holiday Dt', 'Description', and 'Enabled'. The table lists various holidays with their dates, descriptions, and whether they are enabled. For example, the first row shows '02/11/2016' with description 'UNDEFINED' and 'Enabled' set to 'N'. Other rows include '12/08/2015' (TEST1, N), '12/25/2002' (CHRISTMAS, Y), '09/21/2002' (THANKS GIVING DAY, Y), '07/05/2002' (INDEPENDENCE DAY, Y), '12/25/2001' (CHRISTMAS, Y), '09/22/2001' (THANKS GIVING DAY, Y), '07/04/2001' (INDEPENDENCE DAY, Y), and '12/25/2000' (CHRISTMAS, Y). Below the table, there are buttons for 'Save and Add', 'Save and Stay', 'Save and Return', and 'Return'. A small form at the bottom right allows for adding a new holiday with fields for 'Holiday Dt', 'Description', and 'Enabled'.

A brief description of the fields is given below:

| Field: | Do this: |
|-------------|--|
| Holiday Dt | Specify the date of the job holiday. You can select the date from the adjoining calendar icon. |
| Description | Specify the job holiday description (required). |
| Enabled | Check this box to enable the holiday. |

3. Perform any of the [Basic Actions](#) mentioned in Navigation chapter.

2.8.2 Batch Jobs Available

The below table provides a list of Batch Jobs maintained in the system and a brief description to each:

| Engine Type | Description | Batch Job | Description | Origination | Servicing | Collection | Product | Comment |
|-------------|---|------------------|---|-------------|-----------|------------|---------|---|
| AAE | Application Account Interface | aaiprc_bj_100_01 | APPLICATION TO ACCOUNT INTERFACE | No | Yes | No | Common | This process periodically picks up applications in 'Approved-Verified' status and creates accounts. |
| ACH | ACH Accounts | acaprc_bj_100_01 | ACCOUNT ACH PROCESSING | No | Yes | No | Common | This process produces the ACH file for the eligible customer payments. |
| ACH | ACH Producers | acpprc_bj_100_01 | PRODUCER ACH PROCESSING | Yes | Yes | No | Common | This process produces the ACH file for the eligible producer payments. |
| ACH | ACH Vendors | acvprc_bj_100_01 | VENDOR ACH PROCESSING | No | Yes | No | Common | This process produces the ACH file for the eligible vendor payments. |
| ACH | ACH Producer/Vendors/ Customer/ Third Party | acxprc_bj_100_01 | ACH Producer/Vendors/ Customer/ Third Party | Yes | Yes | No | Common | This process produces the ACH file for the eligible Producer/Vendors/ Customer/Third Party |
| AGE | Aging Applications | agaapp_bj_100_01 | APPLICATION AGING PROCESS | Yes | No | No | Common | This process puts applications into 'Aged-Application' substatus. |
| AGE | Aging Contracts | agccon_bj_100_01 | CONTRACT AGING PROCESS | Yes | No | No | Common | This process puts contracts into 'Aged-Contract' substatus. |

| Engine Type | Description | Batch Job | Description | Origination | Servicing | Collection | Product | Comment |
|-------------|------------------------------|-----------------------|------------------------------|-------------|-------------|------------|----------------------------|--|
| ALT-PFS | ALLOT-MENT EXTRACT FILE DUMP | PFSEFT-PRC_B-J_111_01 | BACKUP EFT | N o | Y e s | N o | C o m m o n | This process creates the Backup EFT file |
| ALT-PFS | ALLOT-MENT EXTRACT FILE DUMP | PFSL-BAPRC_BJ_100_01 | POSTING ALLOT-MENT PAYMENTS | N o | Y e s | N o | C o m m o n | This process posts the payments from the allotment file received from the bank |
| ALT-PFS | ALLOT-MENT EXTRACT FILE DUMP | PFSOD-DALT_B-J_100_01 | ALLOT-MENT EXTRACT FILE DUMP | N o | Y e s | N o | C o m m o n | This process sends the allotment draft notice to the bank |
| ALT-PFS | ALLOT-MENT EXTRACT FILE DUMP | PFSNS-FPRC_BJ_100_01 | NSF BATCH | N o | Y e s | N o | C o m m o n | This process posts the NSF file received from the bank |
| API | API Accounts | accaa-i_b-j_100_01 | API AAI | N o | Y e s | N o | C o m m o n | This process creates accounts from validated conversion applications/ contracts |
| API | API Accounts | accd-mp_b-j_100_01 | MOVE API_XX TO ITABS | N o | Y e s | N o | C o m m o n | This process copies data from conversion API tables to conversion applications table |
| API | API Accounts | accval_bj_111_01 | VALIDATE ITABS (LOAN) | N o | Y e s | N o | L o a n | This process validate all conversion applications loan accounts by running the edits |

| Engine Type | Description | Batch Job | Description | Origination | Servicing | Collection | Product | Comment |
|-------------|----------------------------|-------------------|-------------------------------|-------------|-------------|-------------|----------------------------|--|
| API | API Accounts | accval_bj_112_01 | VALIDATE ITABS (LINE) | N o | Y e s | N o | L i n e | This process validate all conversion applications line of credit accounts by running the edits |
| API | API Accounts | acm-prc_bj_100_01 | LOAD API_COMMENTS | N o | Y e s | N o | C o m m o n | This process creates account comments from conversion applications/contracts |
| COL | Appointment Cancellation | cap-prc_bj_100_01 | APPOINTMENT CANCEL PROCESSING | N o | Y e s | Y e s | C o m m o n | This process cancels all the expired appointments. |
| COL | Payment Promise Processing | cppprc_bj_100_01 | BROKEN PROMISE PROCESSING | N o | Y e s | N o | C o m m o n | This process updates any broken promises as of the run time. |
| CRB | Credit Bureau Reporting | cbuutl_bj_100_01 | CREATE METRO2 FILE | N o | Y e s | N o | C o m m o n | This process creates the METRO2 file for Credit Bureau reporting for the specified date. |
| DOT | Document Tracking Load | dolprc_bj_000_01 | ACCOUNT DOCUMENT LOAD | N o | Y e s | Y e s | C o m m o n | This process reads acct_doc_load directory. Attach the documents to specified accounts and move documents to appropriate directory |

| Engine Type | Description | Batch Job | Description | Origination | Servicing | Collection | Product | Comment |
|-------------|----------------------------------|--------------------|---------------------------|-------------|-----------|------------|-------------|--|
| DLX | Accounts Dialer Exclusion | ODX-PRC_B-J_100_01 | ACCOUNTS DIALER EXCLUSION | N | Y | Y | C o m m o n | This process generates a dialer exclusion file with account details and checks if the maintained call action result entry is made on any account during the specified time interval. |
| GLP | GL Interface | gliprc_bj_100_01 | GL SUMMARIZATION | N o | Y e s | N o | C o m m o n | This process summarizes GL transactions for the day. |
| GOV | Debt Reporting IRS 1099A / 1099C | gdraap_bj_100_01 | IRS 1099-A PROCESSING | N o | Y e s | N o | C o m m o n | This process generates the 1099-A flat file for government reporting. |
| GOV | Debt Reporting IRS 1099A / 1099C | gdrcad_bj_100_01 | IRS 1099-C PROCESSING | N o | Y e s | N o | C o m m o n | This process generates the 1099-C flat file for government reporting. |
| GOV | HMDA Reporting | ghr-prc_bj_100_01 | IRS HMDA PROCESSING | Y e s | N o | N o | C o m m o n | This process generates the HMDA flat file for government reporting. |
| GOV | Interest Reporting IRS 1098 | girpc_bj_100_01 | IRS 1098 PROCESSING | N o | Y e s | N o | C o m m o n | This process generates the 1098 flat file for government reporting. |

| Engine Type | Description | Batch Job | Description | Origination | Servicing | Collection | Product | Comment |
|-------------|--------------------|--------------------|---------------------------------------|-------------|-------------|-------------|----------------------------|--|
| JOB | Scheduler | jsctst_b-j_000_01 | Scheduler | Y e s | Y e s | Y e s | C o m m o n | This process test the job scheduler |
| LBP | Lockbox | lbxprc_b-j_100_01 | LOAD LOCKBOX PROCESSING | N o | Y e s | N o | C o m m o n | This process loads any lockbox files available. This process can be set to run periodically throughout the day. |
| LNT | Lien Tracking | OFD-PRC_B-J_111_03 | OUTPUT LIEN TRACKING FOR DATA CHANGE | N | Y | N | C o m m o n | This process generates output file with changes in customer information such as Address/Phone no./Borrower/Co-borrower name. |
| LNT | Lien Tracking | OFD-PRC_B-J_111_04 | OUTPUT LIEN TRACKING FOR VOID ACCOUNT | N | Y | N | C o m m o n | This process generates output file for 'Void Accounts' to be sent to dealer track. |
| LTR | Collections Letter | lcolt1_b-j_100_01 | GENERATE FIRST COLLECTION LETTER | N o | N o | Y e s | C o m m o n | This process generates the first collection letter for eligible accounts. |
| LTR | Collections Letter | lcolt2_b-j_100_01 | GENERATE SECOND COLLECTION LETTER | N o | N o | Y e s | C o m m o n | This process generates the second collection letter for eligible accounts. |
| LTR | Collections Letter | lcolt3_b-j_100_01 | GENERATE THIRD COLLECTION LETTER | N o | N o | Y e s | C o m m o n | This process generates the third collection letter for eligible accounts. |

| Engine Type | Description | Batch Job | Description | Origination | Servicing | Collection | Product | Comment |
|-------------|-------------------------|---------------------|---|-------------|-------------|-------------|----------------------------|--|
| LTR | Customer Service Letter | lcspdf_b-j_111_01 | PAID IN FULL LETTER | N o | Y e s | N o | L o a n | This process generates the paid-in-full letter for the relevant accounts. |
| LTR | Customer Service Letter | lcspos_q_b-j_111_01 | PAYOFF QUOTE LETTER | N o | Y e s | N o | C o m m o n | This process generates the payoff quote letter for the requested accounts. |
| LTR | Customer Service Letter | lcsst-m_b-j_100_01 | CUSTOMER STATEMENT LETTER | N o | Y e s | N o | C o m m o n | This process generates the customer statement letter for requested accounts. |
| LTR | Customer Service Letter | lcswel_b-j_111_01 | WELCOME LETTER | N o | Y e s | N o | L o a n | This process generates the welcome letter for the newly funded accounts. |
| LTR | Origination Letter | loraco_b-j_111_01 | Origination Adverse Action Letter(Conditional) (Loan) | Y e s | N o | N o | L o a n | This process generates the adverse action letter for relevant applications. |
| LTR | Origination Letter | loradv_b-j_111_01 | Origination Adverse Action Letter (Loan) | Y e s | N o | N o | L o a n | This process generates the adverse action letter for relevant applications. |
| ODD | Coupon Book Dump File | ocn-prc_b-j_100_01 | CUSTOMER COUPON BOOK GENERATION | N o | Y e s | N o | C o m m o n | This process generates coupon books, if appropriate. |
| ODD | Output Data Dump File | odd-prc_b-j_000_01 | CREATE OUTPUT DATA DUMP FILES | Y e s | Y e s | Y e s | C o m m o n | This process creates any defined output data dump files set in the system. |

| Engine Type | Description | Batch Job | Description | Origination | Servicing | Collection | Product | Comment |
|-------------|-------------------------|--------------------|---|-------------|-------------|-------------|----------------------------|---|
| ODD | Collections Letter | olclt1_b-j_100_01 | COLLECTION LETTER 1 FILE CREATION | N o | N o | Y e s | C o m m o n | This process generates the first collection letter for eligible accounts. |
| ODD | Collections Letter | olclt2_b-j_100_01 | COLLECTION LETTER 2 FILE CREATION | N o | N o | Y e s | C o m m o n | This process generates the second collection letter for eligible accounts. |
| ODD | Collections Letter | olclt3_b-j_100_01 | COLLECTION LETTER 3 FILE CREATION | N o | N o | Y e s | C o m m o n | This process generates the third collection letter for eligible accounts. |
| ODD | Origination Letter | olo-aco_b-j_100_01 | ADVERSE ACTION CONDITIONAL LETTER FILE CREATION | Y e s | N o | N o | C o m m o n | This process generates the adverse action letter for relevant applications. |
| ODD | Origination Letter | oload-v_b-j_100_01 | ADVERSE ACTION LETTER FILE CREATION | Y e s | N o | N o | C o m m o n | This process generates the adverse action letter for relevant applications. |
| ODD | Customer Service Letter | olspdf_b-j_100_01 | PAID IN FULL FILE CREATION | N o | Y e s | N o | C o m m o n | This process generates the paid-in-full letter for the relevant accounts. |
| ODD | Customer Service Letter | olspo-q_b-j_100_01 | PAY OFF QUOTE FILE CREATION | N o | Y e s | N o | C o m m o n | This process generates the payoff quote letter for the requested accounts. |

| Engine Type | Description | Batch Job | Description | Origination | Servicing | Collection | Product | Comment |
|-------------|------------------------------|--------------------|---|-------------|-------------|-------------|----------------------------|---|
| ODD | Customer Service Letter | ols-wel_b-j_100_01 | WELCOME LETTER FILE CREATION | N o | Y e s | N o | C o m m o n | This process generates the welcome letter for the newly funded accounts. |
| ODD | Producer Statement Dump File | opsprc_b-j_100_01 | DEALER STATEMENTS GENERATION | N o | Y e s | N o | C o m m o n | This process generates the dealer/producer statements at the specified frequency. |
| ODD | Customer Statement Dump File | ostprc_b-j_100_01 | CUSTOMER STATEMENTS GENERATION | N o | Y e s | N o | C o m m o n | This process generates the customer statement for eligible accounts. |
| PRQ | Payable Requisition Customer | pcu-prc_b-j_100_01 | CUSTOMER REFUND PAYMENT REQUISITIONS | N o | Y e s | N o | C o m m o n | This process creates requisitions for customer over-payment refunds. |
| PRQ | Payable Requisition Producer | ppores_b-j_100_01 | MONTH END DEALER RESERVE PAYMENT REQUISITIONS | N o | Y e s | N o | C o m m o n | This process creates requisitions for dealer compensation payments on month-end. |
| PRQ | Payable Requisition Vendor | pvn-prc_b-j_100_01 | VENDOR INVOICE PAYMENT REQUISITIONS | N o | Y e s | N o | C o m m o n | This process creates requisitions for vendor invoice payments |
| PUR | Archive Accounts | pacarc_b-j_100_01 | ARCHIVE ACCOUNT DATA TO OTABLES | N o | Y e s | Y e s | C o m m o n | This process archives account data from ACCOUNTS table to OACCOUNTS table. |

| Engine Type | Description | Batch Job | Description | Origination | Servicing | Collection | Product | Comment |
|-------------|------------------------|------------------|--------------------------------------|-------------|-----------|------------|---------|--|
| PUR | Archive Accounts | pacarc_bj_100_02 | ARCHIVE ACCOUNT DATA TO OOTABLES | No | Yes | Yes | Common | This process archives account data from OAC-COUNTS table to OOACCOUNTS table. |
| PUR | Archive Applications | paparc_bj_100_01 | ARCHIVE APPLICATION DATA TO OOTABLES | Yes | No | No | Common | This process archives application-related data from APPLICATIONS to OAPPLICATIONS table. |
| PUR | Archive Applications | paparc_bj_100_02 | ARCHIVE APPLICATION DATA TO OOTABLES | Yes | No | No | Common | This process archives application-related data from OAPPLICATIONS to OOAPPLICATIONS table. |
| PUR | Archive GL | pglarc_bj_100_01 | ARCHIVE GL DATA TO OOTABLES | No | Yes | Yes | Common | This process archives General Ledger data from GL tables to OGL tables. |
| PUR | Archive GL | pglarc_bj_100_02 | ARCHIVE GL DATA TO OOTABLES | No | Yes | Yes | Common | This process archives General Ledger data from OGL tables to OOGL tables. |
| PUR | Purge Job Requests | pjrjrj_bj_100_01 | Purge Job Requests | Yes | Yes | Yes | Common | This process purges job requests from the system. |
| PUR | Purge Output Data Dump | pododh_bj_100_01 | PURGE OUTPUT DATA HEADERS | No | Yes | Yes | Common | This process purges Output Data Headers from the system. |

| Engine Type | Description | Batch Job | Description | Origination | Servicing | Collection | Product | Comment |
|-------------|------------------------|-------------------|--|-------------|-------------|-------------|----------------------------|--|
| PUR | Archive Securitization | ppaarc_bj_100_01 | ARCHIVE POOL DATA TO OTABLES | N o | Y e s | N o | C o m m o n | This process archives securitization data from TABLE to corresponding OTABLE. |
| PUR | Archive Securitization | ppaarc_bj_100_02 | ARCHIVE POOL DATA TO OOTABLES | N o | Y e s | N o | C o m m o n | This process archives securitization data from OTABLE to corresponding OOTABLE. |
| PUR | Archive Producers | pprarc_bj_100_01 | ARCHIVE PRODUCER DATA TO OTABLES | Y e s | Y e s | Y e s | C o m m o n | This process archives producer data from PRODUCERS table to OPRODUCERS table. |
| PUR | Archive Producers | pprarc_bj_100_02 | ARCHIVE PRODUCER DATA TO OOTABLES | Y e s | Y e s | Y e s | C o m m o n | This process archives producer data from OPRODUCERS table to OOPRODUCERS table. |
| PUR | Archive Producers Txns | ppx-arc_bj_100_01 | ARCHIVE PRODUCER TXNS DATA TO OTABLES | N o | Y e s | N o | C o m m o n | This process archives producer transaction data from PRODUCERS table to OPRODUCERS table. |
| PUR | Archive Producers Txns | ppx-arc_bj_100_02 | ARCHIVE PRODUCER TXNS DATA TO OOTABLES | N o | Y e s | N o | C o m m o n | This process archives producer transaction data from OPRODUCERS table to OOPRODUCERS table. |
| PUR | Archive Statements | pstarc_bj_100_01 | ARCHIVE ACCOUNT STATEMENT AND TXNS DATA TO OTABLES | N o | Y e s | N o | C o m m o n | This process archives account statement and transaction data from TABLE to corresponding OTABLE. |

| Engine Type | Description | Batch Job | Description | Origination | Servicing | Collection | Product | Comment |
|-------------|-----------------------------|--------------------|--|-------------|-------------|-------------|----------------------------|--|
| PUR | Archive Statements | pstarc_b-j_100_02 | ARCHIVE ACCOUNT STATEMENT AND TXNS DATA TO OOT-ABLES | N o | Y e s | N o | C o m m o n | This process archives account statement and transaction data from OTABLE to OOTABLE. |
| PUR | Terminate User | ptuus-r_b-j_100_01 | Terminate User | Y e s | Y e s | Y e s | C o m m o n | This process terminates user satisfying the selection criteria. |
| PUR | Archive Txns (To O tables) | ptxarc_b-j_100_01 | ARCHIVE TXNS DATA TO OTABLES | N o | Y e s | N o | C o m m o n | This process archives data from TXNS table to OTXNS table. |
| PUR | Archive Txns (To OO tables) | ptxarc_b-j_100_02 | ARCHIVE TXNS DATA TO OOT-ABLES | N o | Y e s | N o | C o m m o n | This process archives data from OTXNS table to OOTXNS table. |
| PUR | Purge User Logins | pululg_b-j_100_01 | Purge User Logins | Y e s | Y e s | Y e s | C o m m o n | This process purges user login data from the system. |

| Engine Type | Description | Batch Job | Description | Origination | Servicing | Collection | Product | Comment |
|-------------|----------------------------|------------------|---|-------------|-----------|------------|---------|---|
| PUR | Archive Vendor Assignments | pvaarc_bj_100_01 | ARCHIVE VENDOR ASSIGNMENTS DATA TO OTABLES | No | Yes | Yes | Common | <p>This process archives vendor assignment data from TABLE to OTABLE.</p> <p>The criteria for archival is based on following validation - Work Order Status = Closed / Completed / Repossessed + Days mentioned in system parameter 'PVA_ARCHIVE_DAYS'.</p> |
| PUR | Archive Vendor Assignments | pvaarc_bj_100_02 | ARCHIVE VENDOR ASSIGNMENTS DATA TO OOTABLES | No | Yes | Yes | Common | <p>This process archives vendor assignment data from OTABLE to OOTABLE based on the days mentioned in system parameter 'PVA_OARCHIVE_DAYS'.</p> |
| PUR | Archive Vendor Invoices | pviarc_bj_100_01 | ARCHIVE VENDOR INVOICES DATA TO OTABLES | No | Yes | Yes | Common | <p>This process archives vendor invoice data from TABLEs to OTABLEs.</p> <p>The criteria for archival is based on following validation - Invoice Status = 'Close' + Days mentioned in system parameter 'PVI_ARCHIVE_DAYS'.</p> |

| Engine Type | Description | Batch Job | Description | Origination | Servicing | Collection | Product | Comment |
|-------------|-------------------------|-------------------|--|-------------|-----------|------------|---------|---|
| PUR | Archive Vendor Invoices | pviarc_bj_100_02 | ARCHIVE VENDOR INVOICES DATA TO OOTABLES | No | Yes | Yes | Common | This process archives vendor invoice data from OTABLEs to OOTABLEs based on the days mentioned in system parameter 'PVI_OARCHIVE_DAYS'. |
| PUR | Archive Vendors | pvearc_bj_100_01 | ARCHIVE VENDORS DATA TO OTABLES | No | Yes | Yes | Common | This process archives vendor invoice data from TABLEs to OTABLEs. The criteria for archival is based on following validation - Vendor end date is less than system date - Days mentioned in system parameter 'PVE_ARCHIVE_DAYS'. |
| PUR | Archive Vendors | pvearc_bj_100_02 | ARCHIVE VENDORS DATA TO OOTABLES | No | Yes | Yes | Common | This process archives vendor invoice data from OTABLEs to OOTABLEs based on the days mentioned in system parameter 'PVE_OARCHIVE_DAYS'. |
| QUE | Queue Customer Service | qcsprc_bj_100_01 | CUSTOMER SERVICE QUEUE PROCESSING | No | Yes | Yes | Common | This process creates the customer service/collections queues |
| RDB1 | RDB1 Accounts | racd-mp_bj_100_01 | Data Dump Accounts | No | Yes | Yes | Common | This process transfers the account data from (OLTP) Regular tables to Temporary T tables |

| Engine Type | Description | Batch Job | Description | Origination | Servicing | Collection | Product | Comment |
|-------------|----------------------|--------------------|---|-------------|-------------|-------------|----------------------------|--|
| RDB 1 | RDB1 Applications | rapd-mp_b-j_100_01 | LOAD APPLICATION RELATED DATA INTO T TABLES | Y e s | N o | N o | C o m m o n | This process transfers the application data from (OLTP) Regular tables to Temporary T tables |
| RDB 1 | RDB1 Asset Tracking | ratd-mp_b-j_100_01 | LOAD ASSET RELATED DATA INTO T TABLES | N o | Y e s | N o | C o m m o n | This process transfers the account asset data from (OLTP) Regular tables to Temporary T tables |
| RDB 1 | RDB1 Bankruptcy | rbkd-mp_b-j_100_01 | LOAD BANKRUPTCY DATA TO T TABLES | N o | N o | Y e s | C o m m o n | This process transfers the account bankruptcy data from (OLTP) Regular tables to Temporary T tables |
| RDB 1 | RDB1 Call Activities | rcad-mp_b-j_100_01 | LOAD CALL ACTIVITIES DATA INTO T TABLES | N o | N o | Y e s | C o m m o n | This process transfers the account call activity data from (OLTP) Regular tables to Temporary T tables |
| RDB 1 | RDB1 Deficiency | rchd-mp_b-j_100_01 | LOAD DEFICIENCY DATA INTO T TABLES | N o | N o | Y e s | C o m m o n | This process transfers the account deficiency data from (OLTP) Regular tables to Temporary T tables |
| RDB 1 | RDB1 Contracts | rcod-mp_b-j_100_01 | LOAD CONTRACT DATA INTO T TABLES | Y e s | Y e s | N o | C o m m o n | This process transfers the account contracts data from (OLTP) Regular tables to Temporary T tables |
| RDB 1 | RDB1 Repossessions | rfod-mp_b-j_100_01 | LOAD REPO FORECLOSURE DATA INTO T TABLES | N o | N o | Y e s | C o m m o n | This process transfers the account bankruptcy data from (OLTP) Regular tables to Temporary T tables |

| Engine Type | Description | Batch Job | Description | Origination | Servicing | Collection | Product | Comment |
|-------------|------------------------------------|--------------------|---|-------------|-----------|------------|---------|---|
| RDB 1 | RDB1 Producers | rprd-mp_b-j_100_01 | LOAD PRODUCER AND ITS TXNS DATA INTO T TABLES | No | Yes | No | Common | This process transfers the producer and producer transactions data from (OLTP) Regular tables to Temporary T tables |
| RDB 1 | RDB1 Setup | rstd-mp_b-j_100_01 | LOAD SETUP RELATED DATA INTO T TABLES | Yes | Yes | Yes | Common | This process transfers the setup data from (OLTP) Regular tables to Temporary T tables |
| RDB 1 | RDB1 Txns | rtxd-mp_b-j_100_01 | LOAD TXN DATA INTO T TABLES | No | Yes | No | Common | This process transfers the account transactions data from (OLTP) Regular tables to Temporary T tables |
| RDB 2 | RDB2 Accounts | racac-c_b-j_100_01 | Load Reporting Tables Accounts | No | Yes | Yes | Common | This process transfers the account data from T tables to RDB tables |
| RDB 2 | RDB2 Accounts (Derived Fields) | rac-drv_b-j_100_01 | Update Reporting Tables Accounts | No | Yes | Yes | Common | This process updates the codes with description for account RDB tables |
| RDB 2 | RDB2 Applications | rapap-p_b-j_100_01 | Load Reporting Tables Applications | Yes | No | No | Common | This process transfers the application data from T tables to RDB tables |
| RDB 2 | RDB2 Applications (Derived Fields) | rap-drv_b-j_100_01 | Update Reporting Tables Applications (Derived Fields) | Yes | No | No | Common | This process updates the codes with description for application RDB tables |

| Engine Type | Description | Batch Job | Description | Origination | Servicing | Collection | Product | Comment |
|-------------|--------------------------------------|-------------------|---|-------------|-----------|------------|-------------|---|
| RDB 2 | RDB2 Asset Tracking | ratase_bj_100_01 | Load Reporting Tables Asset Tracking | N o | Y e s | N o | C o m m o n | This process transfers the account asset tracking data from T tables to RDB tables |
| RDB 2 | RDB2 Asset Tracking (Derived Fields) | ratdrv_bj_100_01 | Update Reporting Tables Asset Tracking (Derived Fields) | N o | Y e s | N o | C o m m o n | This process updates the codes with description for account asset tracking RDB tables |
| RDB 2 | RDB2 Bankruptcy | rbkab-d_bj_100_01 | Load Reporting Tables Bankruptcy | N o | N o | Y e s | C o m m o n | This process transfers the account bankruptcy data from T tables to RDB tables |
| RDB 2 | RDB2 Call Activities | rca-cac_bj_100_01 | Load Reporting Tables Call Activities | N o | N o | Y e s | C o m m o n | This process transfers the account call activities data from T tables to RDB tables |
| RDB 2 | RDB2 Deficiency | rchaof_bj_100_01 | Load Reporting Tables Deficiency | N o | N o | Y e s | C o m m o n | This process transfers the account deficiency data from T tables to RDB tables |
| RDB 2 | RDB2 Contracts | rco-con_bj_100_01 | Load Reporting Tables Contracts | Y e s | Y e s | N o | C o m m o n | This process transfers the account contract data from T tables to RDB tables |
| RDB 2 | RDB2 Contracts (Derived Fields) | rcodrv_bj_100_01 | Update Reporting Tables Contracts (Derived Fields) | Y e s | Y e s | N o | C o m m o n | This process updates the codes with description for account contract RDB tables |

| Engine Type | Description | Batch Job | Description | Origination | Servicing | Collection | Product | Comment |
|-------------|---------------------------------|-------------------|--|-------------|-----------|------------|-------------|---|
| RDB 2 | RDB2 Repossessions | rfoafr_bj_100_01 | Load Reporting Tables Repossessions | N o | N o | Y e s | C o m m o n | This process transfers the account repossession data from T tables to RDB tables |
| RDB 2 | RDB2 Producers (Derived Fields) | rprdrv_bj_100_01 | Update Reporting Tables Producers (Derived Fields) | N o | Y e s | N o | C o m m o n | This process updates the codes with description for producer and producer transactions RDB tables |
| RDB 2 | RDB2 Producers | rprpro_bj_100_01 | Load Reporting Tables Producers | N o | Y e s | N o | C o m m o n | This process transfers the producer and producer transactions data from T tables to RDB tables |
| RDB 2 | RDB2 Setup | rststp_bj_100_01 | Load Reporting Tables Setup | Y e s | Y e s | Y e s | C o m m o n | This process transfers the setup data from T tables to RDB tables |
| RDB 2 | RDB2 Txns | rtxdrv_bj_100_01 | Load Reporting Tables Txns | N o | Y e s | Y e s | C o m m o n | This process transfers the account transaction data from T tables to RDB tables |
| RDB 2 | RDB2 Txns (Derived Fields) | rtxtxn_bj_100_01 | Update Reporting Tables Txns (Derived Fields) | N o | Y e s | Y e s | C o m m o n | This process updates the codes with description for account transactions RDB tables |
| SEC | Pool Summary | ssm-prc_bj_100_01 | POOL SUMMARY TABLE POPULATION | N o | Y e s | N o | C o m m o n | This process populates summary tables for all pools |

| Engine Type | Description | Batch Job | Description | Origination | Servicing | Collection | Product | Comment |
|-------------|----------------------------------|----------------------|--|-------------|-----------|------------|---------|---|
| SET-OVR | OVERPAYMENT REALLOCATIONS | PFSTX-NOVR_BJ_100_01 | OVERPAYMENT REALLOCATIONS | No | Yes | No | Common | This process handles the overpayments/overages existing on an account |
| TPE | Earning/Amortization | tam-prc_bj_100_01 | AMORTIZATION TRANSACTIONS PROCESSING | No | Yes | No | Common | This process creates the month-end interest accrual transactions on month-end. |
| TPE | Earning/Amortization | tam-prc_bj_111_01 | MONTH END AMORTIZATION TRANSACTIONS | No | Yes | No | Loan | This process creates the month-end interest accrual transactions on month-end. |
| TPE | Escrow Non Monetary Transactions | tenbmt_bj_100_01 | Escrow Non Monetary Batch Transactions | No | Yes | Yes | Common | This process posts escrow non monetary transactions in the background at the specified time interval. |
| TPE | Escrow Analysis & Disbursements | tesanl_bj_100_01 | Escrow Analysis Posting | No | Yes | No | Common | This process posts all approved escrow analysis to the account |
| TPE | Escrow Analysis & Disbursements | tesanl_bj_100_02 | Create batches for Customer Refund Requests | No | Yes | No | Common | This process creates company branch wise batches for customer refund requests. |
| TPE | Escrow Analysis & Disbursements | tesanl_bj_100_03 | Create Transaction of Customer Refund Requests | No | Yes | No | Common | This process populate customer refund request in respective batch created above |

| Engine Type | Description | Batch Job | Description | Origination | Servicing | Collection | Product | Comment |
|-------------|---------------------------------|--------------------|--|-------------|-------------|-------------|----------------------------|---|
| TPE | Escrow Analysis & Disbursements | tesanl_b-j_100_04 | Compute control totals for customer refund request batches | N o | Y e s | N o | C o m m o n | This process populates control totals for the bathes created for customer refund requests. |
| TPE | Escrow Analysis & Disbursements | tesanl_b-j_100_05 | Escrow compliance checking | N o | Y e s | N o | C o m m o n | This process checks escrowable account for compliance |
| TPE | Escrow Analysis & Disbursements | tesds-b_b-j_100_05 | Escrow disbursement posting & requisition creation | N o | Y e s | N o | C o m m o n | This process posts processed escrow disbursement and creates requisitions. |
| TPE | Non Monetary Transactions | tnmb-mt_b-j_100_01 | NON MONETARY TRANSACTIONS POSTING | N o | Y e s | Y e s | C o m m o n | This process posts non monetary transactions in the background at the specified time interval. |
| TPE | Compensation | tpr-com_b-j_111_01 | Compensation | N o | Y e s | N o | L o a n | This process creates transaction for month-end producer compensation |
| TPE | Statement | tprps-g_b-j_111_01 | Producer Statement | N o | Y e s | N o | L o a n | This process creates the month-end interest accrual transactions on month-end. |
| TPE | Monetary Transactions | txnacr_b-j_100_01 | INTEREST ACCRUAL AND DELINQUENCY PROCESSING | N o | Y e s | N o | C o m m o n | This process posts any payment batches open in the system. This process can be set to run periodically. |

| Engine Type | Description | Batch Job | Description | Origination | Servicing | Collection | Product | Comment |
|-------------|-----------------------|--------------------|------------------------------------|-------------|-------------|------------|----------------------------|---|
| TPE | Monetary Transactions | txnact_b-j_100_01 | ACCOUNT ACTIVATION | N o | Y e s | N o | C o m m o n | This job activates new accounts i.e. changes status from PENDING to ACTIVE. |
| TPE | Monetary Transactions | txnad-v_b-j_112_01 | Advance Posting | N o | Y e s | N o | L i n e | This process posts any advance batches open in the system. This process can be set to run periodically. |
| TPE | Monetary Transactions | txnan-n_b-j_100_01 | ANNIVERSARY PROCESSING | N o | Y e s | N o | C o m m o n | This process carries out the anniversary processing for eligible accounts |
| TPE | Monetary Transactions | txnbmt_b-j_100_01 | MONETARY TRANSACTIONS POSTING | N o | Y e s | N o | C o m m o n | This process posts monetary transactions in the background at the specified time interval. |
| TPE | Monetary Transactions | txnch-g_b-j_100_01 | Chargeoff Processing | N o | Y e s | N o | C o m m o n | This process charges off eligible or scheduled for chargeoff accounts. |
| TPE | Monetary Transactions | txnch-g_b-j_100_03 | Chargeoff reversal | N o | Y e s | N o | C o m m o n | On posting charge off reversal transaction, this process moves the remaining expense and fee from charge off balance to active balance. |
| TPE | Monetary Transactions | txncs_b-j_100_01 | VOID/PAID ACCOUNT CLOSE PROCESSING | N o | Y e s | N o | C o m m o n | This process closes void and paid off accounts. |

| Engine Type | Description | Batch Job | Description | Origination | Servicing | Collection | Product | Comment |
|-------------|-----------------------|--------------------|---|-------------|-------------|------------|----------------------------|---|
| TPE | Monetary Transactions | txnddt_b-j_100_01 | BILLING/ DUE DATES PROCESS- ING | N o | Y e s | N o | C o m m o n | This process cre- ates/updates the due dates for the accounts in the system. |
| TPE | Monetary Transactions | txnfpd_b-j_100_01 | FIRST PMT DEDUC- TION PRO- CESSING | N o | Y e s | N o | C o m m o n | This process posts the first payment deduction pay- ment to the eligi- ble accounts. |
| TPE | Monetary Transactions | txnfpr_b-j_111_01 | FIRST PMT REFUND PROCESS- ING | N o | Y e s | N o | L o a n | This process posts the first payment deduction pay- ment to the eligi- ble accounts. |
| TPE | Monetary Transactions | txnltc_b-j_100_01 | LATE CHARGE PROCESS- ING | N o | Y e s | N o | C o m m o n | This process assesses late charge depending on the rules, for all accounts in the system. |
| TPE | Monetary Transactions | txnmt-d_b-j_100_01 | MONTH END PRO- CESSING | N o | Y e s | N o | C o m m o n | This process popu- lates the month end balances and carries over the balances to next month. |
| TPE | Monetary Transactions | txnpmt_b-j_100_01 | Payment Posting | N o | Y e s | N o | C o m m o n | This process does the daily accrual and delinquency processing. |
| TPE | Monetary Transactions | txnprm_b-j_100_01 | PROMO- TION END PROCESS- ING | N o | Y e s | N o | C o m m o n | This process 'ends' the promotion on the account. |

| Engine Type | Description | Batch Job | Description | Origination | Servicing | Collection | Product | Comment |
|-------------|-----------------------|--------------------|-------------------------------------|-------------|-----------|------------|---------|--|
| TPE | Monetary Transactions | txn-prm_b-j_100_03 | TLP PROMOTION CANCEL PROCESSING | No | Yes | No | Common | This process 'cancels' the promotion on the account. |
| TPE | Monetary Transactions | txnrat_b-j_100_01 | RATE CHANGE PROCESSING | No | Yes | No | Common | This process changes the prevalent rate on an account. |
| TPE | Monetary Transactions | txn-sch_b-j_100_01 | SCHEDULE FOR CHARGED OFF PROCESSING | No | Yes | No | Common | This process puts the 'Schedule for Charge Off' condition on eligible accounts. |
| TPE | Monetary Transactions | txntip_b-j_100_01 | TERMINATION PROCESSING | No | Yes | No | Common | This process puts the "Paid" status on eligible accounts |
| TPE | Monetary Transactions | txnytd_b-j_100_01 | YEAR END PROCESSING | No | Yes | No | Common | This process populates the year end balances and carries over the balances to next year. |

| Engine Type | Description | Batch Job | Description | Origination | Servicing | Collection | Product | Comment |
|-------------|-----------------------------------|--------------------|--|-------------|-----------|------------|-------------|--|
| XPR | DEALER TRACK PRODUCER LOAD | XPRP-ST_EW_100_01 | DEALER TRACK PRODUCER LOAD | N | Y | Y | C o m m o n | <p>This process dumps producer details maintained in the system into Dealer Track.</p> <p>System can either use MDB flow by generating out-bound JMS message if system parameter 'OUT-BOUND_DL-R_TRACK_Q' is set to 'Y' or use existing flow by making database synchronous out-bound calls to producer data dump web service.</p> |
| XPR 2 | ROUTE ONE PRODUCER LOAD | XPRP-ST_EW_100_01 | ROUTE ONE PRODUCER LOAD | N | Y | Y | C o m m o n | <p>This process dumps producer details maintained in the system into ROUTEONE.</p> <p>System can either use MDB flow by generating out-bound JMS message if system parameter 'OUT-BOUND_ROUTEONE_Q' is set to 'Y' or use existing flow by making database synchronous outbound calls to producer data dump web service.</p> |
| LTR | CONDITIONAL ADVERSE ACTION LETTER | LORAC O_B-J_100_01 | CONDITIONAL ADVERSE ACTION LETTER GENERATION | Y e s | N o | N o | L o a n | This process generates the adverse action letter for relevant applications. |

| Engine Type | Description | Batch Job | Description | Origination | Servicing | Collection | Product | Comment |
|-------------|----------------------------|--------------------|----------------------------------|-------------|-----------|------------|---------|---|
| LTR | ADVERSE ACTION LETTER | LORAD-V_B-J_100_01 | ADVERSE ACTION LETTER GENERATION | Yes | No | No | Loan | This process generates the adverse action letter for relevant applications. |
| RPT | ACCOUNT LIST | ROPAC-C_EM_100_01 | ACCOUNT LIST | No | Yes | No | Common | |
| RPT | ADVANCE POSTING LIST | ROPAD-V_EM_100_01 | ADVANCE POSTING LIST | No | Yes | No | Common | |
| RPT | ASSET TRACKING DETAILS | ROPAT-K_EM_100_01 | ASSET TRACKING DETAILS | No | Yes | No | Common | |
| RPT | BANKRUPTCY ACCOUNT LIST | ROPBNK_EM_100_01 | BANKRUPTCY ACCOUNT LIST | No | Yes | No | Common | |
| RPT | COLLECTOR ACTIVITY DETAILS | ROP-COL_EM_100_01 | COLLECTOR ACTIVITY DETAILS | No | Yes | No | Common | |
| RPT | DEFICIENCY ACCOUNT LIST | ROP-DEF_EM_100_01 | DEFICIENCY ACCOUNT LIST | No | Yes | No | Common | |

| Engine Type | Description | Batch Job | Description | Origination | Servicing | Collection | Product | Comment |
|-------------|--|-------------------------------|--|-------------|-------------|------------|----------------------------|---------|
| RPT | DELIN- QUENT ACCOUNT LIST | ROP- DLQ_EM _100_01 | DELIN- QUENT ACCOUNT LIST | N o | Y e s | N o | C o m m o n | |
| RPT | FUNDING CONTRACT LIST | ROP- FUN_EM _100_01 | FUNDING CON- TRACT LIST | N o | Y e s | N o | C o m m o n | |
| RPT | GL TXN DETAILS LIST | ROP- GLI_EM _100_01 | GL TXN DETAILS LIST | N o | Y e s | N o | C o m m o n | |
| RPT | APPLICA- TIONS LIST | ROPOR G_EM_1 00_01 | APPLICA- TIONS LIST | N o | Y e s | N o | C o m m o n | |
| RPT | PAYMENT ALLOCA- TION POST- ING DETAILS | ROP- PAL_EM _100_01 | PAYMENT ALLOCA- TION POST- ING DETAILS | N o | Y e s | N o | C o m m o n | |
| RPT | PAYMENT POSTING LIST | ROP- PMT_EM _100_01 | PAYMENT POSTING LIST | N o | Y e s | N o | C o m m o n | |
| RPT | PAYABLE REQUISI- TION LIST | ROP- PRQ_E M_100_0 1 | PAYABLE REQUISI- TION LIST | N o | Y e s | N o | C o m m o n | |

| Engine Type | Description | Batch Job | Description | Origination | Servicing | Collection | Product | Comment |
|-------------|---------------------------------------|-------------------|---------------------------------------|-------------|-----------|------------|---------|---------|
| RPT | REPOSSESSION/FORECLOSURE ACCOUNT LIST | ROPREP_EM_100_01 | REPOSSESSION/FORECLOSURE ACCOUNT LIST | No | Yes | No | Common | |
| RPT | SCHEDULE TO CHARGE/OFF LIST | ROP-SCH_EM_100_01 | SCHEDULE TO CHARGE/OFF LIST | No | Yes | No | Common | |
| RPT | TERMINATION IN PROGRESS LIST | ROP-TIP_EM_100_01 | TERMINATION IN PROGRESS LIST | No | Yes | No | Common | |
| RPT | NON MONETARY TXN POSTING LIST | ROPTN-M_EM_100_01 | NON MONETARY TXN POSTING LIST | No | Yes | No | Common | |
| RPT | MONETARY TXN POSTING LIST | ROPTX-N_EM_100_01 | MONETARY TXN POSTING LIST | No | Yes | No | Common | |
| RPT | BATCH JOB SETUP | CMN-BJB_EM_100_01 | BATCH JOB SETUP | No | Yes | No | Common | |
| RPT | BATCH JOB LOG | CMN-BJB_EM_100_02 | BATCH JOB LOG | No | Yes | No | Common | |

| Engine Type | Description | Batch Job | Description | Origination | Servicing | Collection | Product | Comment |
|-------------|--|-------------------|--|-------------|-------------|------------|----------------------------|---------|
| RPT | NUMBER OF CREDIT APPLICATIONS ENTERED BY USER | OUN-ADE_EM_100_01 | NUMBER OF CREDIT APPLICATIONS ENTERED BY USER | N o | Y e s | N o | C o m m o n | |
| RPT | CREDIT APPLICATIONS IMAGES BY STATUS | OUN-ADE_EM_100_02 | CREDIT APPLICATIONS IMAGES BY STATUS | N o | Y e s | N o | C o m m o n | |
| RPT | UNDER-WRITING STATUS BY MONTH AND PRODUCER (LOAN) | OUNUN D_EM_11_11 | UNDER-WRITING STATUS BY MONTH AND PRODUCER (LOAN) | N o | Y e s | N o | C o m m o n | |
| RPT | UNDER-WRITING STATUS BY MONTH AND UNDERWRITER (LOAN) | OUNUN D_EM_11_12 | UNDER-WRITING STATUS BY MONTH AND UNDERWRITER (LOAN) | N o | Y e s | N o | C o m m o n | |
| RPT | UNDER-WRITING STATUS BY MONTH (LOAN) | OUNUN D_EM_11_13 | UNDER-WRITING STATUS BY MONTH (LOAN) | N o | Y e s | N o | C o m m o n | |
| RPT | UNDER-WRITING STATUS BY UNDERWRITER (LOAN) | OUNUN D_EM_11_14 | UNDER-WRITING STATUS BY UNDERWRITER (LOAN) | N o | Y e s | N o | C o m m o n | |
| RPT | UNDER-WRITING STATUS BY MONTH AND PRODUCER (LINE) | OUNUN D_EM_12_11 | UNDER-WRITING STATUS BY MONTH AND PRODUCER (LINE) | N o | Y e s | N o | C o m m o n | |

| Engine Type | Description | Batch Job | Description | Origination | Servicing | Collection | Product | Comment |
|-------------|--|--------------------|--|-------------|-------------|------------|----------------------------|---------|
| RPT | UNDER-WRITING STATUS BY MONTH AND UNDER-WRITER (LINE) | OUNUN D_EM_1 12_12 | UNDER-WRITING STATUS BY MONTH AND UNDER-WRITER (LINE) | N o | Y e s | N o | C o m m o n | |
| RPT | UNDER-WRITING STATUS BY MONTH (LINE) | OUNUN D_EM_1 12_13 | UNDER-WRITING STATUS BY MONTH (LINE) | N o | Y e s | N o | C o m m o n | |
| RPT | UNDER-WRITING STATUS BY UNDER-WRITER (LINE) | OUNUN D_EM_1 12_14 | UNDER-WRITING STATUS BY UNDER-WRITER (LINE) | N o | Y e s | N o | C o m m o n | |
| RPT | UNDER-WRITING STATUS BY MONTH AND PRO-DUCER (LEASE) | OUNUN D_EM_1 21_11 | UNDER-WRITING STATUS BY MONTH AND PRO-DUCER (LEASE) | N o | Y e s | N o | C o m m o n | |
| RPT | UNDER-WRITING STATUS BY MONTH AND UNDER-WRITER (LEASE) | OUNUN D_EM_1 21_12 | UNDER-WRITING STATUS BY MONTH AND UNDER-WRITER (LEASE) | N o | Y e s | N o | C o m m o n | |
| RPT | UNDER-WRITING STATUS BY MONTH (LEASE) | OUNUN D_EM_1 21_13 | UNDER-WRITING STATUS BY MONTH (LEASE) | N o | Y e s | N o | C o m m o n | |

| Engine Type | Description | Batch Job | Description | Origination | Servicing | Collection | Product | Comment |
|-------------|---|------------------|---|-------------|-------------|------------|----------------------------|---------|
| RPT | UNDER-WRITING STATUS BY UNDER-WRITER (LOAN) | OUNUND_EM_121_14 | UNDER-WRITING STATUS BY UNDER-WRITER (LOAN) | Y e s | N o | N o | L e a s e | |
| RPT | ACCOUNT PAYABLE (ORIGINATION) | OFNAPY_EM_100_01 | ACCOUNT PAYABLE (ORIGINATION) | Y e s | N o | N o | C o m m o n | |
| RPT | ACCOUNT PAYABLE (SERVICING) | OFNAPY_EM_100_02 | ACCOUNT PAYABLE (SERVICING) | N o | Y e s | N o | C o m m o n | |
| RPT | PRE-FUNDING CONTRACTS (LOAN) | OFNFND_EM_111_01 | PRE-FUNDING CONTRACTS (LOAN) | Y e s | N o | N o | L o a n | |
| RPT | FUNDED CONTRACTS (LOAN) | OFNFND_EM_111_02 | FUNDED CONTRACTS (LOAN) | Y e s | N o | N o | L o a n | |
| RPT | PRE-FUNDING CONTRACTS (LINE) | OFNFND_EM_112_01 | PRE-FUNDING CONTRACTS (LINE) | Y e s | N o | N o | L o a n | |
| RPT | FUNDED CONTRACTS (LINE) | OFNFND_EM_112_02 | FUNDED CONTRACTS (LINE) | Y e s | N o | N o | C o m m o n | |
| RPT | PRE-FUNDING CONTRACTS (LEASE) | OFNFND_EM_121_01 | PRE-FUNDING CONTRACTS (LEASE) | Y e s | N o | N o | C o m m o n | |

| Engine Type | Description | Batch Job | Description | Origination | Servicing | Collection | Product | Comment |
|-------------|----------------------------------|-------------------|----------------------------------|-------------|-----------|------------|----------------------------|---------|
| RPT | FUNDED CON-TRACTS (LEASE) | OFNF-ND_EM_121_02 | FUNDED CON-TRACTS (LEASE) | Y e s | N o | N o | L o a n | |
| RPT | ACCOUNT PAYABLE LOG BY PRODUCER | OCSAP-P_EM_100_01 | ACCOUNT PAYABLE LOG BY PRODUCER | Y e s | N o | N o | L o a n | |
| RPT | ACCOUNT PAYABLE LOG BY VENDOR | OCSAPV_EM_100_01 | ACCOUNT PAYABLE LOG BY VENDOR | Y e s | N o | N o | L o a n | |
| RPT | COLLAT-ERAL TRACKING LOG | OCSAS-T_EM_100_01 | COLLAT-ERAL TRACKING LOG | Y e s | N o | N o | C o m m o n | |
| RPT | GL POST-ING LOG | OCS-GLI_EM_100_01 | GL POST-ING LOG | Y e s | N o | N o | C o m m o n | |
| RPT | PAYMENT POSTING (DAILY CASH) LOG | OCSP-MT_EM_100_01 | PAYMENT POSTING (DAILY CASH) LOG | Y e s | N o | N o | C o m m o n | |
| RPT | PAYMENT POSTING ERROR LOG | OCSP-MT_EM_100_02 | PAYMENT POSTING ERROR LOG | Y e s | N o | N o | C o m m o n | |
| RPT | ACCOUNT LISTING (LOAN) | OCSAC-C_EM_111_01 | ACCOUNT LISTING (LOAN) | Y e s | N o | N o | L o a n | |

| Engine Type | Description | Batch Job | Description | Origination | Servicing | Collection | Product | Comment |
|-------------|---|-------------------|---|-------------|-----------|------------|------------------|---------|
| RPT | EXCESS PAYMENT (REFUND) LOG (LOAN) | OCSP-MT_EM_111_03 | EXCESS PAYMENT (REFUND) LOG (LOAN) | Y e s | N o | N o | L o a n | |
| RPT | PAYMENT HISTORY (LOAN) | OCSP-MT_EM_111_04 | PAYMENT HISTORY (LOAN) | Y e s | N o | N o | L o a n | |
| RPT | PAYMENT ALLOCATIONS LOG (LOAN) | OCSP-MT_EM_111_05 | PAYMENT ALLOCATIONS LOG (LOAN) | Y e s | N o | N o | L o a n | |
| RPT | PAYMENT ALLOCATIONS LOG BY GL POST DT (LOAN) | OCSP-MT_EM_111_06 | PAYMENT ALLOCATIONS LOG BY GL POST DT (LOAN) | Y e s | N o | N o | L o a n | |
| RPT | PRODUCER STATEMENT (LOAN) | OCSPS-M_EM_111_01 | PRODUCER STATEMENT (LOAN) | Y e s | N o | N o | L o a n | |
| RPT | PRODUCER MONETARY TXNS LOG BY GL POST DT (LOAN) | OCSPTX_EM_111_01 | PRODUCER MONETARY TXNS LOG BY GL POST DT (LOAN) | Y e s | N o | N o | L o a n | |
| RPT | SCHEDULED FOR CHARGE-OFF ACCOUNTS LOG (LOAN) | OCSS-CH_EM_111_01 | SCHEDULED FOR CHARGE-OFF ACCOUNTS LOG (LOAN) | Y e s | N o | N o | L o a n | |
| RPT | AMORTIZED TXNS LOG BY GL POST DT (LOAN) | OCSTAM_EM_111_01 | AMORTIZED TXNS LOG BY GL POST DT (LOAN) | Y e s | N o | N o | L o a n | |

| Engine Type | Description | Batch Job | Description | Origination | Servicing | Collection | Product | Comment |
|-------------|--|---------------------------|---|-------------|-----------|------------|----------------------------|---------|
| RPT | SCHED- ULED FOR TERMINA- TION ACCOUNTS LOG (LOAN) | OCSTER _EM_111 _01 | SCHED- ULED FOR TERMINA- TION ACCOUNTS LOG (LOAN) | Y e s | N o | N o | L o a n | |
| RPT | MONETARY TXNS LOG BY GL POST DT (LOAN) | OCSTX- N_EM_1 11_01 | MONE- TARY TXNS LOG BY GL POST DT (LOAN) | Y e s | N o | N o | L o a n | |
| RPT | ACCOUNT LISTING (LINE) | OCSAC- C_EM_1 12_01 | ACCOUNT LISTING (LINE) | Y e s | N o | N o | L o a n | |
| RPT | ADVANCE POSTING LOG (LINE) | OCSAD- V_EM_1 12_01 | ADVANCE POSTING LOG (LINE) | Y e s | N o | N o | L o a n | |
| RPT | ADVANCE POSTING ERROR LOG (LINE) | OCSAD- V_EM_1 12_02 | ADVANCE POSTING ERROR LOG (LINE) | Y e s | N o | N o | L o a n | |
| RPT | PAYMENT HISTORY (LINE) | OCSP- MT_EM_ 112_04 | PAYMENT HISTORY (LINE) | Y e s | N o | N o | L o a n | |
| RPT | PAYMENT ALLOCA- TIONS LOG (LINE) | OCSP- MT_EM_ 112_05 | PAYMENT ALLOCA- TIONS LOG (LINE) | Y e s | N o | N o | C o m m o n | |
| RPT | PAYMENT ALLOCA- TIONS LOG BY GL POST DT (LINE) | OCSP- MT_EM_ 112_06 | PAYMENT ALLOCA- TIONS LOG BY GL POST DT (LINE) | Y e s | N o | N o | C o m m o n | |

| Engine Type | Description | Batch Job | Description | Origination | Servicing | Collection | Product | Comment |
|-------------|--|---------------------------|--|-------------|-----------|------------|----------------------------|---------|
| RPT | SCHED- ULED FOR CHAR- GEOFF ACCOUNTS LOG (LINE) | OCSS- CH_EM_ 112_01 | SCHED- ULED FOR CHAR- GEOFF ACCOUNTS LOG (LINE) | Y e s | N o | N o | C o m m o n | |
| RPT | AMOR- TIZED TXNS LOG BY GL POST DT (LINE) | OCSTA M_EM_1 12_01 | AMOR- TIZED TXNS LOG BY GL POST DT (LINE) | Y e s | N o | N o | C o m m o n | |
| RPT | SCHED- ULED FOR TERMINA- TION ACCOUNTS LOG (LINE) | OCSTER _EM_11 2_01 | SCHED- ULED FOR TERMINA- TION ACCOUNTS LOG (LINE) | Y e s | N o | N o | C o m m o n | |
| RPT | MONETARY TXNS LOG BY GL POST DT (LINE) | OCSTX- N_EM_1 12_01 | MONE- TARY TXNS LOG BY GL POST DT (LINE) | Y e s | N o | N o | C o m m o n | |
| RPT | ACCOUNT LISTING (LEASE) | OCSAC- C_EM_1 21_01 | ACCOUNT LISTING (LEASE) | Y e s | N o | N o | C o m m o n | |
| RPT | PAYMENT HISTORY (LEASE) | OCSP- MT_EM_ 121_04 | PAYMENT HISTORY (LEASE) | Y e s | N o | N o | C o m m o n | |
| RPT | PAYMENT ALLOCA- TIONS LOG (LEASE) | OCSP- MT_EM_ 121_05 | PAYMENT ALLOCA- TIONS LOG (LEASE) | Y e s | N o | N o | C o m m o n | |

| Engine Type | Description | Batch Job | Description | Origination | Servicing | Collection | Product | Comment |
|-------------|--|-------------------|--|-------------|-----------|-------------|----------------------------|---------|
| RPT | PAYMENT ALLOCATIONS LOG BY GL POST DT (LEASE) | OCSP-MT_EM_121_06 | PAYMENT ALLOCATIONS LOG BY GL POST DT (LEASE) | Y e s | N o | N o | C o m m o n | |
| RPT | SCHEDULED FOR CHARGE-OFF ACCOUNTS LOG (LEASE) | OCSS-CH_EM_121_01 | SCHEDULED FOR CHARGE-OFF ACCOUNTS LOG (LEASE) | Y e s | N o | N o | C o m m o n | |
| RPT | AMORTIZED TXNS LOG BY GL POST DT (LEASE) | OCSTAM_EM_121_01 | AMORTIZED TXNS LOG BY GL POST DT (LEASE) | Y e s | N o | N o | C o m m o n | |
| RPT | SCHEDULED FOR TERMINATION ACCOUNTS LOG (LEASE) | OCSTER_EM_121_01 | SCHEDULED FOR TERMINATION ACCOUNTS LOG (LEASE) | Y e s | N o | N o | C o m m o n | |
| RPT | MONETARY TXNS LOG BY GL POST DT (LEASE) | OCSTXN_EM_121_01 | MONETARY TXNS LOG BY GL POST DT (LEASE) | Y e s | N o | N o | C o m m o n | |
| RPT | BANKRUPTCY LOG | OCOBNK_EM_100_01 | BANKRUPTCY LOG | Y e s | N o | N o | C o m m o n | |
| RPT | COLLECTOR ACTIVITY (DETAILED) LOG | OCO-COL_EM_100_01 | COLLECTOR ACTIVITY (DETAILED) LOG | N o | N o | Y e s | C o m m o n | |

| Engine Type | Description | Batch Job | Description | Origination | Servicing | Collection | Product | Comment |
|-------------|--------------------------------------|-------------------|--------------------------------------|-------------|-----------|-------------|----------------------------|---------|
| RPT | COLLECTOR PRODUCTIVITY BY QUEUE | OCO-COL_EM_100_02 | COLLECTOR PRODUCTIVITY BY QUEUE | N o | N o | Y e s | C o m m o n | |
| RPT | DELINQUENCY ANALYSIS BY PRODUCER | OCO-COL_EM_100_03 | DELINQUENCY ANALYSIS BY PRODUCER | N o | N o | Y e s | C o m m o n | |
| RPT | DELINQUENCY ANALYSIS BY CREDIT GRADE | OCO-COL_EM_100_04 | DELINQUENCY ANALYSIS BY CREDIT GRADE | N o | N o | Y e s | C o m m o n | |
| RPT | DELINQUENCY ANALYSIS BY STATE | OCO-COL_EM_100_05 | DELINQUENCY ANALYSIS BY STATE | N o | N o | Y e s | C o m m o n | |
| RPT | PAYMENT PROMISE LOG | OCO-COL_EM_100_06 | PAYMENT PROMISE LOG | N o | N o | Y e s | C o m m o n | |
| RPT | COLLECTOR ACTIVITY LOG | OCO-COL_EM_100_07 | COLLECTOR ACTIVITY LOG | N o | N o | Y e s | C o m m o n | |
| RPT | DEFICIENCY LOG | OCODE-F_EM_100_01 | DEFICIENCY LOG | N o | N o | Y e s | C o m m o n | |

| Engine Type | Description | Batch Job | Description | Origination | Servicing | Collection | Product | Comment |
|-------------|---|---------------------------|---|-------------|-------------|-------------|----------------------------|---------|
| RPT | DELIN- QUENCY LOG | OCODL Q_EM_1 00_01 | DELIN- QUENCY LOG | N o | N o | Y e s | C o m m o n | |
| RPT | REPOSSES- SION/FORE- CLOSURE LOG | OCORE P_EM_1 00_01 | REPOS- SESSION/ FORECLO- SURE LOG | N o | N o | Y e s | C o m m o n | |
| RPT | NON MONE- TARY TXNS LOG | OCOTN- M_EM_1 00_01 | NON MON- ETARY TXNS LOG | N o | N o | Y e s | C o m m o n | |
| RPT | VENDOR INVOICE LOG | OCOVIN _EM_10 0_01 | VENDOR INVOICE LOG | N o | N o | Y e s | C o m m o n | |
| RPT | VENDOR WORK ORDER LOG | OCOVN A_EM_1 00_01 | VENDOR WORK ORDER LOG | N o | N o | Y e s | C o m m o n | |
| RPT | POOL DELIN- QUENCY SUMMARY (LOAN) | OCS- SEC_EM _111_01 | POOL DELIN- QUENCY SUMMARY (LOAN) | N o | Y e s | N o | C o m m o n | |
| RPT | POOL DEFAULTS (NON LIQUI- DATED) (LOAN) | OCS- SEC_EM _111_02 | POOL DEFAULTS (NON LIQ- UIDATED) (LOAN) | N o | Y e s | N o | C o m m o n | |

| Engine Type | Description | Batch Job | Description | Origination | Servicing | Collection | Product | Comment |
|-------------|------------------------------------|-------------------|------------------------------------|-------------|-------------|------------|----------------------------|---------|
| RPT | POOL PAY-OFFS (LOAN) | OCS-SEC_EM_111_03 | POOL PAY-OFFS (LOAN) | N o | Y e s | N o | C o m m o n | |
| RPT | POOL RECOVERY (LOAN) | OCS-SEC_EM_111_04 | POOL RECOVERY (LOAN) | N o | Y e s | N o | C o m m o n | |
| RPT | POOL DELINQUENCY (LOAN) | OCS-SEC_EM_111_05 | POOL DELINQUENCY (LOAN) | N o | Y e s | N o | C o m m o n | |
| RPT | POOL REPURCHASED ACCOUNTS (LOAN) | OCS-SEC_EM_111_06 | POOL REPURCHASED ACCOUNTS (LOAN) | N o | Y e s | N o | C o m m o n | |
| RPT | POOL MONTHLY ACTIVITY (LOAN) | OCS-SEC_EM_111_07 | POOL MONTHLY ACTIVITY (LOAN) | N o | Y e s | N o | C o m m o n | |
| RPT | POOL LIQUIDATED CONTRACTS (LOAN) | OCS-SEC_EM_111_08 | POOL LIQUIDATED CONTRACTS (LOAN) | N o | Y e s | N o | C o m m o n | |
| RPT | POOL TXNS LOG BY GL POST DT (LOAN) | OCS-SEC_EM_111_09 | POOL TXNS LOG BY GL POST DT (LOAN) | N o | Y e s | N o | C o m m o n | |

| Engine Type | Description | Batch Job | Description | Origination | Servicing | Collection | Product | Comment |
|-------------|---|--------------------------------|--|-------------|-------------|-------------|----------------------------|--|
| SET-QRT | Real time Queues processing | QCSPR C_B- J_100_0 2 | Real time Queues processing | N o | Y e s | Y e s | C o m m o n | This batch job processes queues marked as real time based on refresh frequency setup in the job set. |
| TAM | MONTH END COM- PENSATION DISBURSE- MENT PRO- CESSING | TPR- COM_B- J_100_0 1 | MONTH END COM- PENZA- TION DISBURSE- MENT PRO- CESSING | N o | Y e s | N o | C o m m o n | |
| TAM | PRO- DUCER STATE- MENTS | TPRPS- G_B- J_100_0 1 | PRO- DUCER STATE- MENTS | N o | Y e s | N o | C o m m o n | |
| TAM | PRO- DUCER STATUS CHANGE | TPRSTA _BJ_100 _01 | PRO- DUCER STATUS CHANGE | N o | Y e s | N o | C o m m o n | |
| TPE | Escrow Anal- ysis & Dis- bursements | TXNCH- G_B- J_100_0 2 | CHAR- GEOFF PROCESS- ING FOR ACTIVE ACCOUNTS | N o | Y e s | N o | C o m m o n | This package contains procedures related to Batch Job for chargeoff processing |
| ESC | ESCROW ANALYSIS POSTING | TESAN- L_B- J_100_0 1 | ESCROW ANALYSIS POSTING | N o | Y e s | N o | C o m m o n | This package contains procedures related to Batch Job for escrow analysis processing |
| ESC | CREATE BATCHES FOR CUS- TOMER REFUND REQUESTS | TESAN- L_B- J_100_0 2 | CREATE BATCHES FOR CUS- TOMER REFUND REQUESTS | N o | Y e s | N o | C o m m o n | This package contains procedures related to Batch Job for escrow analysis processing |

| Engine Type | Description | Batch Job | Description | Origination | Servicing | Collection | Product | Comment |
|-------------|---|--------------------|---|-------------|-------------|------------|----------------------------|---------|
| ESC | COMPUTE CONTROLS FOR CUSTOMER REFUND REQUEST BATCHES | TESAN-L_B-J_100_04 | COMPUTE CONTROLS FOR CUSTOMER REFUND REQUEST BATCHES | N o | Y e s | N o | C o m m o n | |
| ESC | ESCROW COMPLIANCE CHECKING | TESAN-L_B-J_100_05 | ESCROW COMPLIANCE CHECKING | N o | Y e s | N o | C o m m o n | |
| ESC | CREATE PAYABLE REQUISITIONS FROM APPROVED DISBURSEMENT REQUESTS | TESDS-B_B-J_100_01 | CREATE PAYABLE REQUISITIONS FROM APPROVED DISBURSEMENT REQUESTS | N o | Y e s | N o | C o m m o n | |
| PUR | ARCHIVE ACCOUNT DATA TO OTABLES | PACARC_BJ_100_01 | ARCHIVE ACCOUNT DATA TO OTABLES | N o | Y e s | N o | C o m m o n | |
| EVE | BATCH EVENTS FOR ACCOUNTS | EVBAC-C_B-J_100_01 | BATCH EVENTS FOR ACCOUNTS | | Y e s | | | |
| EVE | BATCH EVENTS FOR APPLICATIONS | EVBAP-P_B-J_100_01 | BATCH EVENTS FOR APPLICATIONS | Y e s | | | | |
| EVE | MAIN BATCH JOB FOR BATCH EVENTS PROCESSING | EVB-PRC_B-J_100_01 | MAIN BATCH JOB FOR BATCH EVENTS PROCESSING | | Y e s | | | |

| Engine Type | Description | Batch Job | Description | Origination | Servicing | Collection | Product | Comment |
|-------------|---|--------------------|---|-------------|-----------------------|------------|---------|--|
| ODD 2 | BATCH JOB TO GENERATE METRO 2 DATA | CBUUT-L_B-J_100_02 | BATCH JOB TO GENERATE METRO 2 DATA | Y e s | | | | |
| ODD 2 | BATCH JOB FOR CREATING METRO 2 DATA FILE | CBUUT-L_B-J_100_03 | BATCH JOB FOR CREATING METRO 2 DATA FILE | Y e s | | | | |
| ODD 2 | THIRD PARTY ACH PROCESSING | ACT-PRC_B-J_100_01 | THIRD PARTY ACH PROCESSING | | Y e s | | | |
| ODD 2 | THIRD PARTY OUTPUT DATA DUMP SERVICING | OBI-PRC_B-J_100_01 | CREATE THIRD PARTY CUSTOMER FILE | | Y e s | | | This process pulls the customer account details shared in input data files for processing. |
| ESC | JOB TO GENERATE ESCROW DISCLOSURE STATEMENT | OED-PRC_B-J_100_01 | JOB TO GENERATE ESCROW DISCLOSURE STATEMENT | | Y e s | | | |
| EDF | ADR FILE | EDFADR_BJ_100_01 | ADR FILE | | Y e s | | | |
| EDF | IVR FILE | EDFIVR_BJ_100_01 | IVR FILE | | Y e s | | | |
| TPE | CONTRACTUAL PROMOTION CANCEL PROCESSING | TXN-PRM_B-J_100_04 | CONTRACTUAL PROMOTION CANCEL PROCESSING | | Y e s - - | | | |

| Engine Type | Description | Batch Job | Description | Origination | Servicing | Collection | Product | Comment |
|-------------|--|--------------------|--|-------------|-------------|------------|---------|---------|
| TPE | RATE CHANGE PROCESSING FOR BACK-DATED INDEXES | TXN-RAT_B-J_100_02 | RATE CHANGE PROCESSING FOR BACK-DATED INDEXES | | Y e s | | | |
| RDB 1 | LOAD ACCOUNT RELATED DATA INTO T TABLES | RACD-MP_B-J_100_01 | LOAD ACCOUNT RELATED DATA INTO T TABLES | | Y e s | | | |
| TPE | EXPIRED INSURANCE PROCESSING | TXNINS_BJ_100_01 | EXPIRED INSURANCE PROCESSING | | Y e s | | | |
| ADT | UPDATE ROWID IN AUDIT TABLE (RUN THIS JOB AFTER EXPORT-IMPORT OF TABLES) | ADT-PRC_B-J_100_01 | UPDATE ROWID IN AUDIT TABLE (RUN THIS JOB AFTER EXPORT-IMPORT OF TABLES) | | Y e s | | | |
| RDB 1 | LOAD INSURANCE DATA TO T-TABLES | RIND-MP_B-J_100_01 | LOAD INSURANCE DATA TO T-TABLES | | Y e s | | | |
| AGS | SALE LEAD AGING | AGS-SAL_B-J_100_01 | SALE LEAD AGING | Y e s | | | | |
| BOD | PROCESS PARKED TRANSACTIONS | JOB-BOD_B-J_000_02 | PROCESS PARKED TRANSACTIONS | | Y e s | | | |
| BOD | MARK SYSTEM FOR BEGINING OF DAY | JOB-BOD_B-J_000_01 | MARK SYSTEM FOR BEGINING OF DAY | | Y e s | | | |

| Engine Type | Description | Batch Job | Description | Origination | Servicing | Collection | Product | Comment |
|-------------|--------------------------------------|--------------------|--|-------------|-----------|------------|---------|---------|
| EOD | SET SYSTEM MODE TO END-OF-DAY | JOBEOD_BJ_000_01 | SET SYSTEM MODE TO END-OF-DAY | | Yes | | | |
| ACR | DAILY TRIAL BALANCE DATA | TABAC-C_B-J_100_01 | DAILY TRIAL BALANCE DATA GENERATION | | Yes | | | |
| LTR2 | RATE CHANGE PRE-INTIMATION LETTER | LCS-RAT_B-J_100_01 | RATE CHANGE PRE-INTIMATION LETTER | | Yes | | | |
| BLK | BULK UPLOAD FOR PRICING SETUP | BLK-PRP_B-J_100_01 | BULK UPLOAD FOR PRICING SETUP | Yes | | | | |
| BLK | BULK UPLOAD FOR GL ATTRIBUTES | BLK-GLS_B-J_100_01 | BULK UPLOAD FOR GL ATTRIBUTES | | | | common | |
| BLK | BULK UPLOAD FOR GL TRANSLATION | BLK-GLS_B-J_100_02 | BULK UPLOAD FOR GL TRANSLATION DEFINITION | | | | common | |
| BLK | BULK UPLOAD FOR GL TRANSACTION TYPES | BLK-GLS_B-J_100_03 | BULK UPLOAD FOR GL TRANSACTION TYPES DETAILS | | | | common | |
| BLK | BULK UPLOAD FOR GL TRANSACTION LINKS | BLK-GLS_B-J_100_04 | BULK UPLOAD FOR GL TRANSACTION LINKS | | | | common | |

| Engine Type | Description | Batch Job | Description | Origination | Servicing | Collection | Product | Comment |
|-------------|---|--------------------|---|-------------|-----------|------------|-------------|---------|
| ODD 2 | RATE CHANGE LETTER FILE | OLSRAT_BJ_100_01 | RATE CHANGE LETTER FILE CREATION | | Y e s | | | |
| TPE | EXPIRED DRAW PERIOD PROCESSING (STAGE FUNDED LOANS) | TXN-DRW_B-J_111_01 | EXPIRED DRAW PERIOD PROCESSING (STAGE FUNDED LOANS) | | Y e s | | | |
| ODD 2 | DEALER SUBVENTION STATEMENTS | OPSSB-V_B-J_100_01 | DEALER SUBVENTION STATEMENTS GENERATION | | | | c o m m o n | |
| TAM | SUBVENTION RECEIVABLE PROCESSING (PAY AS GO) | TPRSB-V_B-J_100_01 | SUBVENTION RECEIVABLE PROCESSING (PAY AS GO) | | | | c o m m o n | |
| ODD 2 | PRODUCER CHECK PRINT | OPCPR C_B-J_100_01 | PRODUCER CHECK PRINT GENERATION | | | | c o m m o n | |
| BSR | BEHAVIORAL SCORING | BSR-PRC_B-J_100_01 | BEHAVIORAL SCORING | | y e s | | | |
| AGE | TRANSACTION IN WAITING FOR APPROVAL AGING | TXNAGE_BJ_100_01 | TRANSACTION IN WAITING FOR APPROVAL AGING PROCESS | | y e s | | | |

| Engine Type | Description | Batch Job | Description | Origination | Servicing | Collection | Product | Comment |
|-------------|---|--------------------|--|-------------|-------------|------------|---------|---------|
| ACR | PREPARE BATCH DATA FOR INTEREST ACCRUAL AND DELINQUENCY | TXNA-CR_B-J_100_02 | PREPARE BATCH DATA FOR INTEREST ACCRUAL AND DELINQUENCY PROCESSING | | y e s | | | |
| PDC | POST DATED CHECKS | PDCPRC_B-J_100_01 | POST DATED CHECKS | | y e s | | | |
| PDC | PENDING PDC | PDCPN D_B-J_100_01 | PENDING PDC PROCESSING | | y e s | | | |
| LTR2 | PDC RENEWAL LETTER | LCSPD-C_B-J_100_01 | PDC RENEWAL LETTER GENERATION | | y e s | | | |
| DOT | APPLICATION DOCUMENT LOAD | DOL-PRC_B-J_000_02 | APPLICATION DOCUMENT LOAD | Y e s | | | | |
| ODD 2 | ONE TIME ACH POST DATED PAYMENT LETTER | OLSPD-P_B-J_100_01 | ONE TIME ACH POST DATED PAYMENT LETTER PROCESSING | | Y e s | | | |
| WFP | BILLING | WTX-BIL_B-J_132_01 | BILLING PROCESSING | | Y e s | | | |
| WFP | DELINQUENCY | WTX-DLQ_B-J_132_01 | DELINQUENCY PROCESSING | | Y e s | | | |

| Engine Type | Description | Batch Job | Description | Origination | Servicing | Collection | Product | Comment |
|-------------|---|--------------------|---|-------------|-------------|------------|----------------------------|---------|
| WFP | LATE CHARGE | WTX-LTC_B-J_132_01 | LATE CHARGE ASSESSMENT | | Y e s | | | |
| WFP | STATEMENT | WTXPS-G_B-J_132_01 | STATEMENT GENERATION | | Y e s | | | |
| WFP | RATE CHANGE | WTX-RAT_B-J_132_01 | RATE CHANGE PROCESSING | | Y e s | | | |
| WFP | TERMINATION | WTX-TIP_B-J_132_01 | TERMINATION PROCESSING | | Y e s | | | |
| TPE | PERIODIC MAINTAINENCE FEE | TXNPM-F_B-J_100_01 | PERIODIC MAINTAINENCE FEE PROCESSING | | | | | |
| WFP | UNIT UPLOAD | WUP-PRC_B-J_132_01 | UNIT UPLOAD | | | | c o m m o n | |
| ODD 2 | BATCH JOB FOR MONTHLY HANDSOFF FILE FOR SIMAH | CBUUT-L_B-J_100_04 | BATCH JOB FOR MONTHLY HANDSOFF FILE FOR SIMAH | | | | | |
| PUR | PURGE ALL PTT TABLES | PTTPRC_BJ_100_01 | PURGE ALL PTT TABLES | | | | c o m m o n | |
| TPE | BATCH JOB FOR SETTING MATURED ACCOUNT CONDITION | TXN-MAC_B-J_100_01 | BATCH JOB FOR SETTING MATURED ACCOUNT CONDITION | | y e s | | | |

| Engine Type | Description | Batch Job | Description | Origination | Servicing | Collection | Product | Comment |
|-------------|----------------------------------|--------------------|--|-------------|-------------|------------|----------------------------|---------|
| TPE | NON REFUND GL | TXNRF-D_B-J_100_01 | NON REFUND GL PROCESSING | | | | c o m m o n | |
| TPE | PAYMENT ARRANGEMENT | TXNPA-P_B-J_100_01 | PAYMENT ARRANGEMENT PROCESSING | | y e s | | | |
| TPE | DELAY FEE | TXND-LY_B-J_100_01 | DELAY FEE PROCESSING | | y e s | | | |
| TPE | STATEMENT PAST MATURITY | TXNST-M_B-J_100_01 | STATEMENT PAST MATURITY PROCESSING | | y e s | | | |
| TPE | BLACK BOOK INTERFACE | VEVBB-K_B-J_100_01 | BLACK BOOK INTERFACE | | | | c o m m o n | |
| LBT | BULK NSF PAYMENT REVER-SALS | TXNNS-F_B-J_100_01 | BULK NSF PAYMENT REVER-SALS | | | | | |
| ACR | STOP INTEREST ACCRUAL | TXNA-CR_B-J_100_03 | STOP INTEREST ACCRUAL PROCESSING | | y e s | | | |
| QRT | CUSTOMER SERVICE REAL TIME QUEUE | QCSPR-C_B-J_100_02 | CUS-TOMER SERVICE REAL TIME QUEUE PROCESSING | | y e s | | | |

| Engine Type | Description | Batch Job | Description | Origination | Servicing | Collection | Product | Comment |
|-------------|--|--------------------|---|-------------|-----------|------------|-------------|---|
| ODD 2 | OUT-BOUND CUSTOMER EXTRACTS TO PAYMENT AGENCIES | OCP-PRC_B-J_100_01 | OUT-BOUND CUSTOMER EXTRACTS TO PAYMENT AGENCIES | | y e s | | | |
| IFP | OFFLINE CALL ACTIVITY POSTING | ICAPRC_BJ_100_01 | OFFLINE CALL ACTIVITY POSTING | | y e s | | | |
| ACR | RE-START INTEREST ACCRUAL | TXNA-CR_B-J_100_04 | RE-START INTEREST ACCRUAL | | y e s | | | |
| IFP | UPLOAD TRANSACTIONS | ITUPRC_BJ_100_01 | UPLOAD TRANSACTIONS | | y e s | | | |
| IFP | POST UPLOADED TRANSACTIONS | ITUPRC_BJ_100_02 | POST UPLOADED TRANSACTIONS | | y e s | | | |
| IFP | INPUT FILE PROCESSING - CURRENCY EXCHANGE RATE FILE UPLOAD | ICE-PRC_B-J_100_01 | CUR-RENCY EXCHANGE RATE FILE UPLOAD | Y e s | Y e s | Y e s | C o m m o n | This process extracts currency exchange rates from desired source at scheduled intervals. |
| IFP | INPUT FILE PROCESSING - INPUT DATA INSERTION | IDDPRC_BJ_000_01 | INPUT DATA INSERTION | | Y e s | | | This process updates customer account information corresponding to the details received from external system. Ex: Bankruptcy details in External Interface screen or Cure Letter details in Account Information screen. |

2.9 Collection Cycles

The Collection Cycles screen allows you to setup the collection workflow cycles.

To set up collection cycles

1. Click **Setup > Setup > Administration > System > Collection Cycles** link. The system displays the Collection Cycles screen. The details are grouped into two:

- Status Cycle
- Current/Next Status
- Status Change Responsibilities

The screenshot shows the Oracle Financial Services Lending and Leasing interface. The main window is titled 'Collection Cycles'. It contains three sections:

- Status Cycle:** A table with columns 'Cycle' and 'Type'. It lists three entries: 'COL_BKRP_DISP_STATUS' (BANKRUPTCY), 'COL_DEFC_DISP_STATUS' (DEFICIENCY), and 'COL_REPO_FORC_DISP_STA...' (REPOSESSION).
- Current/Next Status:** A table with columns 'Current Code' and 'Next Code'. It lists four entries: 'NEWLY RECEIVED' (ACTIVE BANKRUPTCY), 'NEWLY RECEIVED' (ASSIGNED TO AIBS), 'NEWLY RECEIVED' (NEWLY RECEIVED), and 'PLAN CONFIRMED - AWAITING DISBURSEMENTS' (DISMISSAL NOTICE RECEIVED).
- Status Change Responsibilities:** A table with columns 'Responsibility' and 'Allowed Ind'. It lists one entry: 'ALL' (Y).

In the **Collection Cycles** section, you can view the following details:

| Field | Do this: |
|-------|---|
| Cycle | The system displays the status cycle. |
| Type | The system displays the type of status cycle. |

2. Perform any of the [Basic Actions](#) mentioned in Navigation chapter.
3. In the **Current/Next Status** section, perform any of the [Basic Operations](#) mentioned in Navigation chapter.

A brief description of the fields is given below:

| Field | Do this: |
|--------------|--|
| Current Code | Select the current code from the drop-down list. |
| Next Code | Select the next code from the drop-down list. |

4. Perform any of the [Basic Actions](#) mentioned in Navigation chapter.
5. In the **Status Change Responsibilities** section, perform any of the [Basic Operations](#) mentioned in Navigation chapter.

A brief description of the fields is given below:

| Field | Do this: |
|----------------|--|
| Responsibility | Select the responsibility from the drop-down list. |
| Allowed Ind | Check this box to allow a record. |

Perform any of the [Basic Actions](#) mentioned in Navigation chapter.

2.10 Reports

The Reports screen allows you to setup reports in the system.

To set up the Reports

1. Click **Setup > Setup > Administration > System > Reports** link. The system displays the Report screen. The details are grouped into two:
 - Reports
 - Report Parameters
2. In the **Reports** section, perform any of the [Basic Operations](#) mentioned in Navigation chapter.

A brief description of the fields is given below:

| Field | Do this: |
|-------|---------------------------------|
| Code | Specify the code of the report. |

| Field | Do this: |
|------------------------|---|
| Description | Specify the description of the report. |
| Package | Specify the package . |
| Module | Select the code of the report from the drop-down list. |
| System Defined Yes/ No | Select 'Yes', if you wish to maintain the Report as system defined and 'No', if you do not want to maintain it as system defined. System defined entries cannot be modified. If the entry is not system defined, then it can be modified. |
| Enabled | Check this box to enable the report definition. |

3. Perform any of the [Basic Actions](#) mentioned in Navigation chapter.
4. In the **Report Parameters** section, perform any of the [Basic Operations](#) mentioned in Navigation chapter.

A brief description of the fields is given below:

| Field | Do this: |
|--------------------|---|
| Parameter | Specify the parameter code of the report. |
| Description | Specify the description of the parameter. |
| Parameter Type | Select the parameter type of the report from the drop-down list. |
| Parameter Sub Type | Select the parameter sub type of the report from the drop-down list. |
| Default | Specify the default value for the report parameter (value to initially populate, or used if no value is supplied) (optional). |
| Sort | Specify the sort order for the lookup code. This determines the order these report parameters are displayed or processed. |
| Enabled | Check this box to enable the report definition. |

5. Perform any of the [Basic Actions](#) mentioned in Navigation chapter.

2.11 Error Messages

In the Error Messages Setup screen, you can translate or modify the text of error messages. the system displays all messages as they appear to the system users in the Error Message section's Message field.

New messages created with the Error Messages screen can then be translated with the **Setup > Setup > Administration > System > Translation > Message Translation** screen.

To set up the Error Messages Setup screen

1. Click **Setup > Setup > Administration > System > Error Messages**. The system displays the Error Message screen.
2. On the **Error Messages Setup** screen's **Error Type** section, use the **Error Type** field to select the error type. These are the categories of error messages available for creating or editing.

- The error messages associated with the error type you selected appear in the Error Message section.
- In the **Error Messages** section, perform any of the [Basic Operations](#) mentioned in Navigation chapter.

The screenshot displays the Oracle Financial Services Lending and Leasing interface. The left sidebar shows the navigation menu with 'Setup' expanded. The main area is titled 'Error Messages' and contains a table of error messages. The table has columns for Region, Country, Customer #, Engine, Error Code, Error Message, System Defined, and Enabled. The 'Error Type' dropdown is set to 'SERVER MESSAGE'. The 'Error Message' list contains several entries, including 'Transaction Locked, Transaction Posting Failed' and 'Invalid Account Number - ~ACC_NBR~ , Transaction Posting Failed'. The 'System Defined' and 'Enabled' columns have radio buttons for selection.

A brief description of the fields is given below:

| Field | Do this: |
|----------------|---|
| Region | Specify the region code. |
| Country | Specify the country code. |
| Customer | Specify the customer code. |
| Engine | Specify the engine code. |
| Error Code | Specify the error code. |
| System Defined | Displays whether the record is system defined or not. |
| Enabled | Check this box to enable the data error message. |
| Error Message | Specify the error message. |

- Perform any of the [Basic Actions](#) mentioned in Navigation chapter.

2.12 Translation

You can setup translation properties.

Navigating to Translation

- Click **Setup > Setup > Administration > System > Translation**. The system displays the Translation screen. On this screen you can,

- Setup Translation
- Translate Error Messages

2.12.1 Setup Translation

In the Setup Translation tab, you can translate the contents of a predefined list of setup description fields into a different language.

After you translate an entry in the Translation Data section, the system adds the new data to the setup form.

To set up the Translation Setup

1. Click **Setup > Setup > Administration > System > Translation > Setup Translation**.
2. In the **Language** section, you can select the language for which you need to setup the translation.

Translations

Source Type

View Format Freeze Detach Wrap Populate All

Source Type

ASSIGNMENTS

ASSET TYPES

AUDIT TABLES

AUDIT TABLE COLUMNS

CALL ACTION TYPES

Translation Data

Edit View Audit

View Format Freeze Detach Wrap All Translated Untranslated Populate Details

| Key 1 | Key 2 | Key 3 | Key 4 | Key 5 | Key 6 | System Defined | Enabled | Desc 1 | Translati |
|------------------|-----------|-----------|-----------|-----------|-----------|---|---------|--------------------|-----------|
| 30-DAY DELQ | UNDEFINED | UNDEFINED | UNDEFINED | UNDEFINED | UNDEFINED | <input checked="" type="radio"/> Yes <input type="radio"/> No | Y | 30 DAYS DELQ AC... | 30 DAYS |
| AGED_APP_QUEUE | UNDEFINED | UNDEFINED | UNDEFINED | UNDEFINED | UNDEFINED | <input checked="" type="radio"/> Yes <input type="radio"/> No | Y | AGED APPLICATIO... | AGED AP |
| AGED_CON_QUEUE | UNDEFINED | UNDEFINED | UNDEFINED | UNDEFINED | UNDEFINED | <input checked="" type="radio"/> Yes <input type="radio"/> No | Y | AGED CONTRACT... | AGED CO |
| AIITHA_QUEUE | UNDEFINED | UNDEFINED | UNDEFINED | UNDEFINED | UNDEFINED | <input checked="" type="radio"/> Yes <input type="radio"/> No | Y | APPLICATION ENT... | APPLICA |
| AJK | UNDEFINED | UNDEFINED | UNDEFINED | UNDEFINED | UNDEFINED | <input checked="" type="radio"/> Yes <input type="radio"/> No | Y | HHH | HHH |
| APPROVED_APP... | UNDEFINED | UNDEFINED | UNDEFINED | UNDEFINED | UNDEFINED | <input checked="" type="radio"/> Yes <input type="radio"/> No | Y | APPROVED / CON... | APPROV |
| B-1 | UNDEFINED | UNDEFINED | UNDEFINED | UNDEFINED | UNDEFINED | <input checked="" type="radio"/> Yes <input type="radio"/> No | Y | Q-1 | Q-1 |
| BKRP_CH_13 | UNDEFINED | UNDEFINED | UNDEFINED | UNDEFINED | UNDEFINED | <input checked="" type="radio"/> Yes <input type="radio"/> No | Y | BANKRUPTCY QUE... | BANKRU |
| BKRP_CH_7 | UNDEFINED | UNDEFINED | UNDEFINED | UNDEFINED | UNDEFINED | <input checked="" type="radio"/> Yes <input type="radio"/> No | Y | BANKRUPTCY QUE... | BANKRU |
| CI | UNDEFINED | UNDEFINED | UNDEFINED | UNDEFINED | UNDEFINED | <input checked="" type="radio"/> Yes <input type="radio"/> No | Y | QUERY-CI | QUERY-C |
| CONTRACT_QUEUE | UNDEFINED | UNDEFINED | UNDEFINED | UNDEFINED | UNDEFINED | <input checked="" type="radio"/> Yes <input type="radio"/> No | Y | CONTRACT VERIF... | CONTRA |
| DATA_ENTRY_QU... | UNDEFINED | UNDEFINED | UNDEFINED | UNDEFINED | UNDEFINED | <input checked="" type="radio"/> Yes <input type="radio"/> No | Y | DATA ENTRY APP... | DATA EN |
| DEF | UNDEFINED | UNDEFINED | UNDEFINED | UNDEFINED | UNDEFINED | <input checked="" type="radio"/> Yes <input type="radio"/> No | Y | DEFICIENCY QUE... | DEFICIE |
| DELQ_DAYS_0_30 | UNDEFINED | UNDEFINED | UNDEFINED | UNDEFINED | UNDEFINED | <input checked="" type="radio"/> Yes <input type="radio"/> No | Y | DELINQUENCY QU... | DELINQ |
| DELQ_DAYS_30+ | UNDEFINED | UNDEFINED | UNDEFINED | UNDEFINED | UNDEFINED | <input checked="" type="radio"/> Yes <input type="radio"/> No | Y | DELINQUENCY QU... | DELINQ |

Translation Data

Return

Key 1 30-DAY DELQ

Key 2 UNDEFINED

Key 3 UNDEFINED

Key 4 UNDEFINED

Key 5 UNDEFINED

Key 6 UNDEFINED

System Defined ☒ Yes ☐ No

Enabled ☒ Yes ☐ No

Desc 1 30 DAYS DELQ ACCOUNTS

Translation 1 30 DAYS DELQ ACCOUNTS

Desc 2

Translation 2

Desc 3

Translation 3

Desc 4

Translation 4

Note

For more information, refer **Language setup** at the end of this chapter.

3. In the **Source Type** section, you can select the source (or location in the system) of the item you want to translate.

4. Click **Populate All** in the **Source Type** section and the system loads the setup data descriptions in the Translation section screen for the selected source type.
If you have new entries and are unsure as to which setup items have been updated since the last translation, click **Populate All**, the system loads the additional data for all items with no impact to the previously translated data for any of the entries.
5. In the **Translation Data** section, Select:
 - **All** – to view all the records (both translated and un-translated) in the Translation Data section.
 - **Translated** – to view all the translated records in the Translation Data section.
 - **Un Translated** – to view all the un-translated records in the Translation Data section.
6. In the **Translation Data** section, perform any of the [Basic Operations](#) mentioned in Navigation chapter.

Note

You cannot add a new record.

A brief description of the fields is given below:

| Field | Do this: |
|----------------------|---|
| Key 1 | Displays the first reference key value. |
| Key 2 | Displays the second reference key value. |
| Key 3 | Displays the third reference key value. |
| Key 4 | Displays the fourth reference key value. |
| Key 5 | Displays the fifth reference key value. |
| Key 6 | Displays the sixth reference key value. |
| System Defined | Select 'Yes', if you wish to maintain the data as system defined and 'No', if you do not want to maintain it as system defined. |
| Enabled | Check this box to indicate that the record is active. |
| Desc 1 Translation 1 | Specify the first translated description. |
| Desc 2 Translation 2 | Specify the second translated description. |
| Desc 3 Translation 3 | Specify the third translated description. |
| Desc 4 Translation 4 | Specify the fourth translated description. |

7. Perform any of the [Basic Actions](#) mentioned in Navigation chapter.

2.12.2 **Message Translation Setup**

In the Message Translation tab, you can translate the contents of a predefined list of error messages into a different language.

After you translate an entry in the Error Message section, the system adds the new data to the error message.

To set up the Message Translation Setup

1. Click **Setup > Setup > Administration > System > Translation > Message Translation**.
2. In the **Language** section, you can select the language for which the translation needs to be done.

| Region | Country | Customer # | Engine | Error Code | System Defined | Enabled Message | English Translation |
|--------|---------|------------|--------|------------|----------------|--------------------------|------------------------|
| SYS | SYS | SYS | UAD | 000001 | Y | Y Only one ACH Def... | Only one ACH Def... |
| SYS | SYS | SYS | UAD | 000002 | Y | Y Please select a pro... | Please select a pro... |
| SYS | SYS | SYS | UBT | 000003 | Y | Y ACH details are no... | ACH details are no... |
| SYS | SYS | SYS | UBT | 000004 | Y | Y Can not view a se... | Can not view a se... |
| SYS | SYS | SYS | UBT | 000005 | Y | Y Manual batch crea... | Manual batch crea... |

Note

For more information, refer **Language setup** at the end of this chapter.

3. In the **Error Type**, you can select the type of error message you want to translate.
4. Click **Populate All** in the **Error Type** section and the system loads the error messages in the Error Message section for the selected error type.

If you have new entries and are unsure as to which error messages have been updated since the last translation, click **Populate All**, the system loads the additional data for all items with no impact to the previously translated data for any of the entries.
5. In the **Error Message** section, select:
 - **All** – to view all the records (both translated and un-translated) in the Error Message section.
 - **Translated** – to view all the translated records in the Error Message section.
 - **Untranslated** – to view all the un-translated records in the Error Message section.
6. In the **Error Message** section, perform any of the [Basic Operations](#) mentioned in Navigation chapter.

Note

You cannot add a new record.

A brief description of the fields is given below:

| Field | Do this: |
|---------------------|---|
| Region | Displays the region code. |
| Country | Displays the country code. |
| Customer | Displays the customer code. |
| Engine | Displays the engine name. |
| Error Code | Displays the error code. |
| System Defined | Check this box to indicate that the record is system defined. |
| Enabled | Check this box to indicate that the record is active. |
| Message | Specify the error message. |
| English Translation | Specify the English translated description. |

7. Perform any of the [Basic Actions](#) mentioned in Navigation chapter.

Language setup

On the Lookup master tab's Lookup Types screen, you can add other languages to the TRD_LANGUAGE_CD lookup type and perform translations for those languages.

However, translated data only appears in one language, which is defined by the User Language parameter. This parameter can be defined in the system configuration file, typically named DBKWEB.CFG, which defines the parameter as:

Parameter: otherparams=ORA_USER=<schema_name> USR_LANG=<native language>

Note

<native language> should match lookup codes in the TRD_LANGUAGE_CD lookup type on the Administration form's Lookups screen.

The system supports the following pre-defined list of setup items for translation:

1. Asset Sub Types
2. Asset Types
3. Assignments
4. Audit Table Columns
5. Audit Tables
6. Call Action Result Types
7. Call Action Types
8. Checklist Action Types
9. Checklist Types
10. Commission Plans
11. Companies

- 12. Company Branch Departments
- 13. Company Branches
- 14. Compensation Plans
- 15. Credit Bureau Score Reasons
- 16. Credit Models
- 17. Credit Scoring Parameters
- 18. Edits
- 19. Escrow Disburse Rules
- 20. Escrow Sub Types
- 21. Flex Table Attributes
- 22. Flex Tables
- 23. GL Transaction Types
- 24. GL Translators
- 25. Job Sets
- 26. Jobs
- 27. Lookup Codes
- 28. Lookup Types
- 29. Portfolio Companies
- 30. Portfolio Company Branches
- 31. Producers
- 32. Product Instruments
- 33. Product Insurances
- 34. Product Pricings
- 35. Products
- 36. Promotions
- 37. Spreads
- 38. Standard Correspondences
- 39. Standard Document Definitions
- 40. Standard Element Definitions
- 41. Standard Function Definitions
- 42. Transaction Codes
- 43. Error Messages
- 44. Org. Fees

2.13 Seed Data

Seed data in general is referred to as any data delivered with the standard product installation and is required to be present in the production environment for application to work properly. Seed data basically consists of Table with its associated data that are uploaded into the system through DAT files.

Seed Data screen in Oracle Financial Services Lending and Leasing displays the seed data details maintained in the system along with the updated seed data provided with the latest release or patch installation.

Note that, when you upgrade OFSLL from an existing version to higher version,

- New seed data provided as part of that release is automatically updated into the system.
- Seed data which are modified from previous release to current release needs to be manually accepted and updated into the system.

The modified seed data can have updates on base tables and/or its associated data and the changes can either be updated or skipped depending on the need.

Navigating to Seed Data screen

1. Click **Setup > Setup > Administration > System > Seed Data**. The system displays the Seed Data screen.
2. On this screen you can do the following:
 - View the factory shipped seed data and update/skip the seed data differences between existing and updated seed data in 'Factory Data' tab.
 - View the customized (i.e. changed or configured) seed data as part of implementation in 'Current Data' tab.
 - View the differences between Factory data and Current data in 'Comparison Data' tab.
 - Download all or only the required table specific seed data in "Download Data" tab.

2.13.1 Factory Data

The Factory Data tab displays the list of both existing and updated seed data which are provided through release/patch installation. In the Factory Data tab you can select and update only the required seed data changes into the respective seed data tables. During update, you can also skip the seed data changes for later updates (if required).

Accordingly, you can sort the view in Factory Data tab by selecting 'Skipped', 'Update' or 'All' options to display the list of corresponding seed data.

In the 'Patch #' drop-down list, you can further sort the list to display 'ALL' the seed data or only the additions or updates available as part of latest patch which has seed data changes.

To View Factory Data

Click **Setup > Setup > Administration > System > Seed Data > Factory Data** tab.

The screenshot displays the Oracle Financial Services Lending and Leasing Seed Data screen. The 'Factory Data' tab is active, showing a table of seed data. The table has columns: Table, Type, Key Column, Key Column Type, Other Columns, Other Column Types, and Count. The data rows are:

| Table | Type | Key Column | Key Column Type | Other Columns | Other Column Types | Count |
|-----------------------|----------------|------------|-----------------|--------------------|--------------------|-------|
| FLEX_TABLE_ATTRIBUTES | COMBINATION... | FTA_FTB... | VARCHAR2(VAR... | FTA_SORT(FTA_D... | NUMBER(VAR... | 28 |
| JOBS | COMBINATION... | JOB_JES... | VARCHAR2(VAR... | JOB_SORT(JOB_R... | NUMBER(VAR... | 1 |
| JOB_SETS | COMBINATION... | JBS_CODE | VARCHAR2 | JBS_DESC(JBS_EN... | VARCHAR2(VAR... | 3 |


Below the table, the 'Factory Data Details' section is visible, showing a 'Select' dropdown set to 'All' and a list of data rows for SET-GR11, SET-GR12, and SET-VEN.

The 'Factory Data' section displays the list of seed data with the following details:

| Field | View this: |
|--------------------|--|
| Table | Displays the seed data table name. |
| Type | Displays the category of seed data as either System or Combination Data. |
| Key Column | Displays the unique identifier columns. |
| Key Column Type | Displays the unique identifier column data types. |
| Other Columns | Displays the non unique identifier column names. |
| Other Column Types | Displays the non unique identifier column data types. |
| Count | Displays the total count of updated records in the seed data table. |

The 'Factory Data Details' section displays the associated data of the selected seed data table along with the following details:

| Field | View this: |
|-------------------|---|
| Key Column Data | Displays the unique identifier column names. |
| Other Column Data | Displays the non unique identifier column names. |
| Patch # | Displays the patch number with which the seed data changes are identified. |
| Status | <p>Displays the current status of seed data as one of the following:</p> <p>INSERT: This status indicates new seed data.</p> <p>UPDATE: This status indicates if there are changes in the record when compared to the seed data released in previous patch.</p> <p>POSTED: This status indicates that the seed data changes are updated into the main tables and is subsequently updated from previous status - SKIPPED OR UPDATE OR INSERT.</p> <p>SKIPPED: This status indicates that the seed data is not updated into the main tables.</p> <p>DEPRECATED - This status indicates that the seed data is no longer used.</p> |

In the 'Factory Data' tab, you can click  (refresh) to fetch the latest details and click 'View' to display the detailed information of the selected record.

2.13.1.1 Update/Skip Seed Data

The 'Update' option in the Factory Data tab allows you to replace the existing seed data with the current update. However, ensure to double check the details before performing 'Update' operation since the same can have significant impact on system behaviour.


To Update/Skip Data

1. In the 'Factory Data' tab, select 'Update'. System displays those records which can be updated to the existing seed data tables.
2. Inspect the required record in Factory Data section with the Factory Data Details in subsequent section.
3. Select the required record to be updated by clicking on the adjacent check box. You can also click 'Select All' to select all the records.
4. Do one of the following:
 - Click 'Update Data'. This action updates the existing seed data with the updated seed data provided as part of the current patch release.
 - Click 'Skip Data'. This action skips the seed data changes received as a part of the patch release. The skipped records can be viewed by selecting 'Skipped' option in Factory Data tab. However, the same can further be updated into the system, by selecting 'Update Data'.
5. Click 'Yes' in confirmation dialog to confirm the setup data changes.

On successful update, system does the following:

- When individual records are selected and updated, the same is removed from Factory Data Details section and the 'Count' column in Factory Data section is updated with the remaining number of records.
- In case of Bulk update, the record is removed from Factory Data tab.

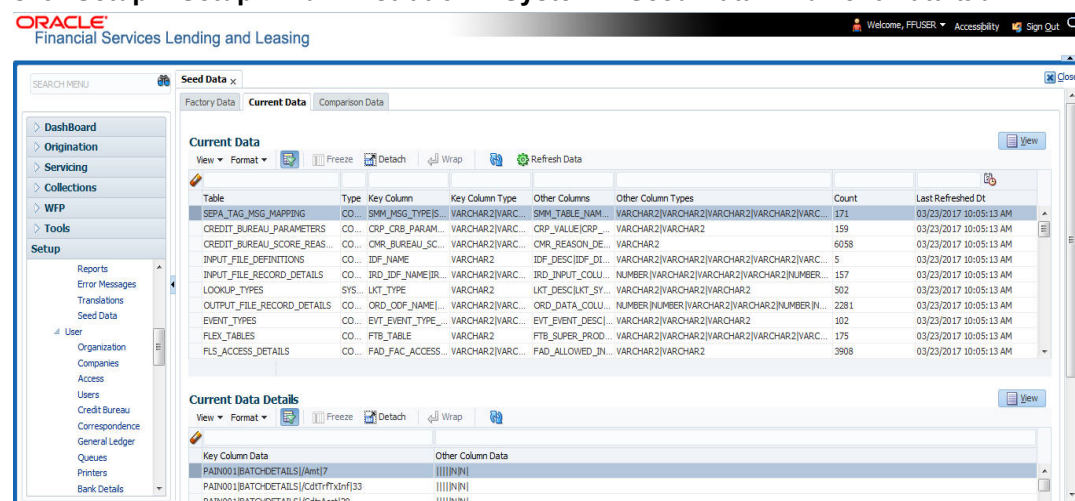
2.13.2 Current Data

The Current data tab displays the customized seed data which are changed or configured as part of implementation. In the 'Current Data' tab, you can click  (refresh) to fetch the latest details and click 'View' to display the detailed information of the selected record.

Additionally you can click "Refresh Data" to pull the seed data details from the production system and update the current seed data tables.

To View Current Data

Click **Setup > Setup > Administration > System > Seed Data > Current Data** tab.



The screenshot shows the Oracle Financial Services Lending and Leasing application interface. The top navigation bar includes the Oracle logo and the text "Financial Services Lending and Leasing". The main navigation sidebar on the left lists various modules: Dashboard, Origination, Servicing, Collections, WFP, Tools, and Setup. The "Setup" module is expanded, showing sub-options like Reports, Error Messages, Translations, Seed Data, User, Organization, Companies, Access, Users, Credit Bureau, Correspondence, General Ledger, Queues, Printers, and Bank Details. The "Seed Data" module is selected, and the "Current Data" tab is active. The "Current Data" tab displays a table with columns: Table, Type, Key Column, Key Column Type, Other Columns, Other Column Types, Count, and Last Refreshed Dt. The table lists various seed data tables such as SEPA_TAG_MSG_MAPPING, CREDIT_BUREAU_PARAMETERS, CREDIT_BUREAU_SCORE_REAS, INPUT_FILE_DEFINITIONS, INPUT_FILE_RECORD_DETAILS, LOOKUP_TYPES, OUTPUT_FILE_RECORD_DETAILS, EVENT_TYPES, FLEX_TABLES, and FLS_ACCESS_DETAILS. A "Refresh Data" button is located at the top right of the table. Below the table, there is a "Current Data Details" section showing a detailed view of a selected record, with columns for Key Column Data and Other Column Data.

The 'Current Data' section displays the following details:

| Field | View this: |
|--------------------|--|
| Table | Displays the current seed data table name. |
| Type | Displays the category of seed data as either System or Combination Data. |
| Key Column | Displays the unique identifier columns. |
| Key Column Type | Displays the unique identifier column data types. |
| Other Columns | Displays the non unique identifier column names. |
| Other Column Types | Displays the non unique identifier column data types. |
| Count | Displays the total count of records in the seed data table. |
| Last Refreshed Dt | Displays the date and time when seed data for the selected table was last updated in the system. |

The subsequent 'Current Data Details' section displays the associated data of the selected seed data table along with the following details:

| Field | View this: |
|-------------------|--|
| Key Column Data | Displays the unique identifier column names. |
| Other Column Data | Displays the non unique identifier column names. |

2.13.3 Comparison Data

The 'Comparison Data' tab displays the differences between factory shipped seed data and current customized seed data.

To View Comparison Data

Click **Setup > Setup > Administration > System > Seed Data > Comparison Data** tab.


The screenshot shows the Oracle Financial Services Lending and Leasing application interface. The 'Comparison Data' tab is active, displaying a table with the following columns: Table, Type, Key Column, Key Column Type, Other Columns, and Other Column Types. The table lists various seed data tables and their associated columns. Below the table, there are sections for 'Comparison Data Details' and 'Key Column Data'.

The 'Comparison Data' section displays the list of seed data records with the following details:

| Field | View this: |
|--------------------|--|
| Table | Displays the seed data table name to be inserted or updated. |
| Type | Displays the category of seed data as either System or Combination Data. |
| Key Column | Displays the unique identifier columns. |
| Key Column Type | Displays the unique identifier column data types. |
| Other Columns | Displays the non unique identifier column names. |
| Other Column Types | Displays the non unique identifier column data types. |
| Count | Displays the total count of records in the seed data table. |

The subsequent 'Comparison Data Details' section displays the associated data of the selected seed data table along with the following details:

| Field | View this: |
|-------------------|---|
| Key Column Data | Displays the unique identifier column names. |
| Other Column Data | Displays the non unique identifier column names. |
| Patch # | Displays the patch release version with which the seed data was inserted/updated. |

In the 'Comparison Data' tab, you can click  (refresh) to fetch the latest details and click 'View' to display the detailed information of the selected record.

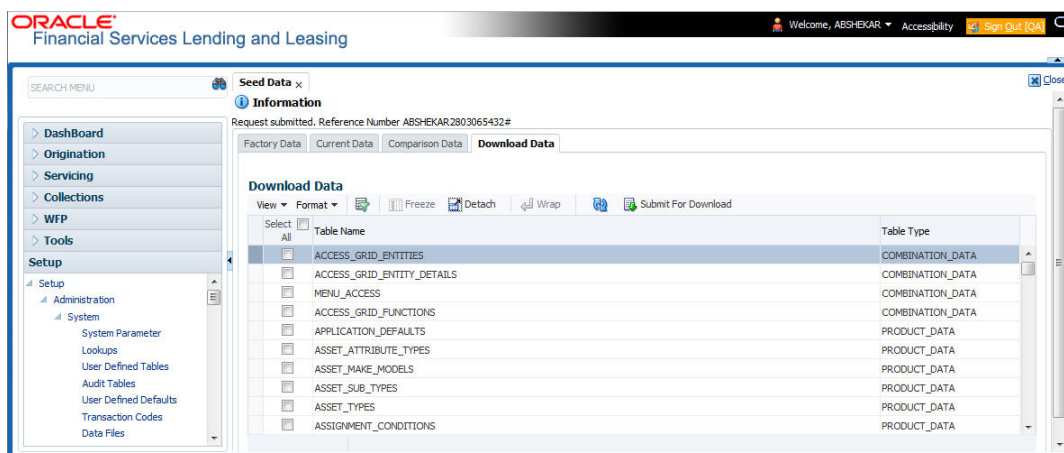
2.13.4 **Download Data**


The Download Data tab allows you to download table specific seed data available in the system in '.dat' format. While migrating from one environment to other, you can use the Download Data tab to download the existing seed data and perform a bulk upload of all/required files.

Similar to other file download process, based on the value defined for the system parameter 'CMN_FILE_PROCESS_TO_LOB', the seed data download file can be accessed from the Process Files interface (if value is 'Y') or Database Files system (if value is 'N'). For more information on handling Incoming/Outgoing process files, refer to 'Dashboard' section in User Guides.

To Download Data

1. Click **Setup > Setup > Administration > System > Seed Data > Download Data** tab.



The Download Data section displays the list of tables maintained in the system with 'Table Name' and 'Table Type'. Click  (refresh) to fetch the latest details.

2. Select the check box adjacent to the required table in the list. You can choose 'Select All' check box to select all the tables with seed data maintained in the system.
3. Click 'Submit For Download' button. System displays an information message in the header indicating that the request has been submitted along with a reference number. The reference number is generated in format - useridDDMMHHMISS# followed by table name with '.dat' extension. For example, (USER1230603121517#lookups.dat)
4. (Optional) If 'CMN_FILE_PROCESS_TO_LOB' is set to 'Y', navigate to Dashboard > Process Files screen > Outgoing Process File tab to download the selected seed data file which will be listed with the same reference number. The file can be downloaded to Application server.

3. Administration User

In the **Administration > User**, you can record setup data that define your organization structure and its users. Information in this link is more “data” related, whereas the information stored on the System drop-down link functions more like switches that control system behavior.

Navigating to Administration System

1. On the Oracle Financial Services Lending and Leasing home screen, click **Setup > Setup > Administration > User**.

The User drop-down link records the following data:

- Organization
- Companies
- Access
- Users
- Credit Bureau
- Correspondence
- Queues
- Printers
- Currencies
- ZipCodes

3.1 Organization

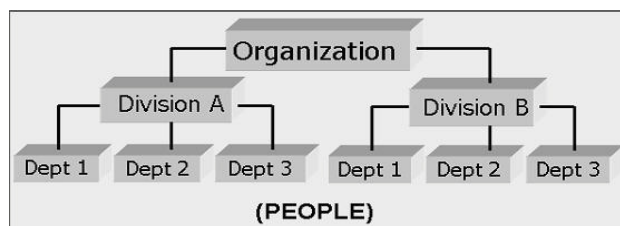
The Organization screen records the operational hierarchy of your business in terms of people. It groups the human resources of your business in three categories: organization, division, and department. The system uses this data to control access of users to accounts.(The Companies screen allows you to setup the location of these accounts.)

Note

You can have only one active organization, so use the Organization field to define your organization at its highest level.

Divisions are groups within your organization that will have access to the same accounts. Larger organizations often define their divisions by region. Smaller organizations may define division as branch offices or even departments, and might only have one division defined.

Departments are smaller units within a division. They expand on who is in the corresponding Division field. The system uses this sub screen, for example, when setting up the Services screen on the Utility form. At least one department must be defined for each division.



As an example of an organization setup, Oracle Corp. might be defined as:

Organization: O-0001Oracle Corp.ORA

Division: OD-001Central RegionC01

Department: ODD-01OriginationORG

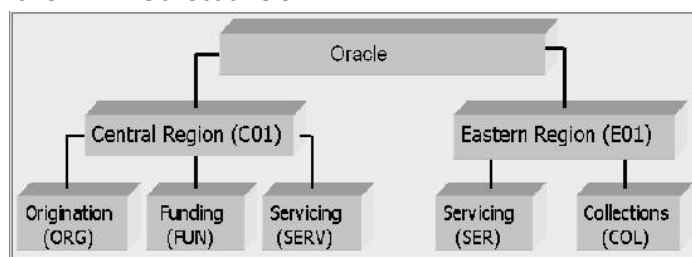
Department: ODD-02FundingFUN

Department: ODD-03ServicingSER

Division: OD-002Eastern RegionE01

Department: ODD-11ServicingSER

Department: ODD-12CollectionCOL



Note

The Short Name field on the Organization screen allows you to create the ID that Oracle Financial Services Lending and Leasing will use when referring to the organization, division, and department throughout the system.

To setup the Organization screen

1. Click **Setup > Setup > Administration > User > Organization**.

2. In the **Organization Definition** section, there can be only one active entry, so use this screen to define your organization at its highest level. Perform any of the [Basic Operations](#) mentioned in Navigation chapter.

A brief description of the fields is given below:

| Field: | Do this: |
|-------------------|--|
| Organization | Specify the organization ID (the ID is the unique identifier used internally by Oracle Financial Services Lending and Leasing to represent your organization). Note: Do not edit this field. |
| Organization Name | Specify the organization name. |
| Short Name | Specify the short name for the organization. Note: This ID represents this organization throughout the system. |
| Enabled | Check this box to enable the organization. Note: Only one enabled organization is currently allowed by Oracle Financial Services Lending and Leasing. |
| Country | Select the country where the organization is located from the drop-down list. |
| City | Specify the city where the organization is located. |
| State | Select the state where the organization is located from the drop-down list. |
| Address Line 1 | Specify the address line 1 for the organization. |
| Address Line 2 | Specify the address line 2 for the organization. |

| Field: | Do this: |
|---------|--|
| Zip | Select the zip code of the location where the organization is located from the drop-down list. |
| Extn | Specify the extension of the selected zip code. |
| Phone 1 | Specify the primary phone number for the organization. |
| Extn 1 | Specify the phone extension for the primary phone number. |
| Phone 2 | Specify the alternate phone number for the organization . |
| Extn 2 | Specify the phone extension for the alternate phone number, if specified. |
| Fax 1 | Specify the primary fax number for the organization. |
| Fax 2 | Specify the alternate fax number for the organization. |

3. Perform any of the [Basic Actions](#) mentioned in Navigation chapter.
4. In the **Division Definition** section, you can setup the information for the groups within your organization that will have access to the same accounts. Perform any of the [Basic Operations](#) mentioned in Navigation chapter.

A brief description of the fields is given below:

| Field: | Do this: |
|----------------------------|---|
| Division | Specify the division ID. The ID is the unique identifier used internally by the system to represent the division within the organization. Note: Once specified, do not edit this field. |
| Division Name | Specify the division name. |
| Short Name | Specify the short name for the division. Note: This ID represents this division throughout the system (required). |
| Enabled | Check this box to enable the division. |
| Country | Select the country where the division is located from the drop-down list. |
| City | Specify the city where the division is located. |
| State | Select the state where the division is located from the drop-down list. |
| Address Line 1 | Specify the address line 1 for the division. |
| Address Line 2 (unlabeled) | Specify the address line 2 for the division. |
| Zip | Select the zip code of the location where the division is located from the drop-down list. |

| Field: | Do this: |
|---------|--|
| Extn | Specify the extension of the selected zip code. |
| Phone 1 | Specify the primary phone number for the division. |
| Extn 1 | Specify the extension for the primary phone number. |
| Phone 2 | Specify the alternate phone number for the division. |
| Extn 2 | Specify the extension for the alternate phone number . |
| Fax 1 | Specify the primary fax number for the division. |
| Fax 2 | Specify the alternate fax number for the division. |

5. Perform any of the [Basic Actions](#) mentioned in Navigation chapter.
6. Click **Setup > Setup > Administration > User > Organization > Department Definition**.
7. On the **Department Definition** section, perform any of the [Basic Operations](#) mentioned in Navigation chapter.

A brief description of the fields is given below:

| Field: | Do this: |
|-----------------|---|
| Department | Specify the department ID. Note: The ID is the unique identifier used internally by the system to represent the department within the division. |
| Department Name | Specify the department name. |
| Short Name | Specify the short name for the department. Note: This is the ID that appears throughout the system to represent this department. |
| Enabled | Check this box to enable the department. |
| Country | Select the country where the department is located from the drop-down list. |
| City | Specify the city where the department is located. |
| State | Select the state where the department is located from the drop-down list. |
| Address Line 1 | Specify the address line 1 for the department. |
| Address Line 2 | Specify the address line 2 for the department. |
| Zip | Select the zip code where the department is located from the drop-down list. |
| Extn | Specify the zip extension where the department is located. |
| Phone 1 | Specify the primary phone number for the department. |
| Extn 1 | Specify the phone extension for the primary phone number. |

| Field: | Do this: |
|---------|---|
| Phone 2 | Specify the alternate phone number for the department. |
| Extn 2 | Specify the phone extension for the alternate phone number. |
| Fax 1 | Specify the primary fax number for the department. |
| Fax 2 | Specify the alternate fax number for the department. |

8. Perform any of the [Basic Actions](#) mentioned in Navigation chapter.
9. Click **Setup > Setup > Administration > User > Organization > Display Format**.
10. On the **Display Format** section, perform any of the [Basic Operations](#) mentioned in Navigation chapter.

A brief description of the fields is given below:

| Field: | Do this: |
|-----------------|--|
| Format Type | Select the type of format from the drop-down list. |
| Format Sub Type | Select the sub type of the format from the drop-down list. The format sub type will be displayed based on the format type selected. |
| Format | Specify or select the format based on the format type and format sub type selected. For Date and Time Zone format, select the required option from the drop-down list. |
| Format Mask | Specify the format mask. |
| Format Filler | Specify the format filler. |
| Special Data | Specify the special data, if any. |
| Enabled | Check this box to enable the display format. |

11. Perform any of the [Basic Actions](#) mentioned in Navigation chapter.

3.2 Companies

The Companies screen records the hierarchical structure of your portfolio companies and their branches. Just as Oracle Financial Services Lending and Leasing uses the Organization screen to determine the location of people, it uses the information on the Companies screen to determine the location of accounts. In completing the Companies screen, there can be more than one company, and each company can have more than one branch.

Accounting is performed at the company level. Accounts can be sorted down to the branch level. For this reason, branches are set up to reflect different business practices. You would set up different branches if, for example:

- The General Ledger (GL) differs between branches
- The branches work with different accounts
- There is a difference between branches in terms of the tasks they perform (Line of Credit collections)(

As an example of the companies setup, Oracle Corp. might have the following companies and branches defined as:

Company: C-0001TrustOne Financial CorpTOFC

Branch: CB-01TOFC - HeadquartersHQ

Branch: CB-02Kennedy Plaza KP

Company: C-0002Credtyme Credit CorpCCC

Branch: CB-11CCC - HeadquartersHQ

Branch: CB-12CCC - MissoulaMT



Note

- The system does not limit the number of companies or associated branches with the company you can enter.
 - The Short Name field on the Companies screen allows you to create the ID that the system will use while referring to the company and branch.
-

KEY CONCEPT: Note the difference between the Company screen and the Organization screen:

- On the **Organization** screen, *Oracle Financial Services Lending and Leasing users* belong to an organization and division.
- On the **Companies** screen, *credit accounts* belong to a company and branch.

As you can see in the following Access screen section, the information on the Organization and Companies screens define the operational hierarchy of your companies in terms of which Oracle Financial Services Lending and Leasing users will have access to which *accounts*

To setup the Companies

1. Click **Setup > Setup > Administration > User > Companies**. The **Companies** screen defines entities within your organization that service Line of Credit.

- In the **Company Definition** section, perform any of the [Basic Operations](#) mentioned in Navigation chapter.

The screenshot displays the Oracle Financial Services Lending and Leasing interface. On the left is a navigation menu with options like Dashboard, Origination, Servicing, Collections, WFP, Tools, and Setup. The main area is titled 'Companies' and contains a 'Company Definition' section. This section includes a table with columns: Company, Name, Short Name, Currency, Enabled, Country, City, State, Address Line 1, and Address Line 2. Below the table is a form for defining a new company, with fields for Name, Short Name, Currency, Enabled, Country, City, State, Address Line 1, Address Line 2, Zip, and various contact information fields like Phone, Fax, and Email. The 'Branch Definition' section is also visible at the bottom.

A brief description of the fields is given below:

| Field: | Do this: |
|----------------|--|
| Company | Specify the portfolio company ID. (This ID is the unique identifier used internally by the system to represent the company). |
| Name | Specify the name of the portfolio company (required). |
| Short Name | Specify the short name for the portfolio company (ID displayed to represent the company). |
| Currency | Select the currency of the portfolio company from the drop-down list. The system displays the default value as 'US DOLLAR'. |
| Enabled | Check this box to enable the portfolio company. |
| Country | Select the country where the portfolio company is located from the drop-down list. The system displays the default value as 'UNITED STATES'. |
| City | Specify the city where the portfolio company is located . |
| State | Select the state where the portfolio company is located from the drop-down list. |
| Address Line 1 | Specify the address line 1 for the portfolio company. |
| Address Line 2 | Specify the address line 2 for the portfolio company. |
| Zip | Select the zip code of the location where the portfolio company is located from the drop-down list. |

| Field: | Do this: |
|-----------------------------------|---|
| Extn | Specify the extension of the zip code where the portfolio company is located. |
| Phone 1 | Specify the primary phone number for the portfolio company. |
| Extn 1 | Specify the phone extension for the primary phone number. |
| Phone 2 | Specify the alternate phone number for the portfolio company. |
| Extn 2 | Specify the phone extension for the alternate phone number. |
| Fax 1 | Specify the primary fax number for the portfolio company. |
| Fax 2 | Specify the alternate fax number for the portfolio company. |
| Tax ID # | Specify the tax identification number for the portfolio company. |
| TCC | Specify the transmitter control code for the portfolio company (1098 Electronic Filing). |
| Contact | Specify the contact information about the portfolio company. |
| Coupon Order Code | If you are using coupons, Specify the coupon order code to be used by a third party printing the coupons for billing statements. |
| HMDA | Select the HMDA agency (Home Mortgage Disclosure Act reporting agency for the company). |
| Remittance Address section | |
| Country | Select the remittance address country from the drop-down list. The system displays the default value as 'UNITED STATES'. |
| City | Specify the remittance address city. |
| State | Select the remittance address state from the drop-down list. |
| Remittance Address 1 | Specify the remittance address line 1, if it is different from the company address. This address is included as the remittance address on statements. |
| Remittance Address 2 | Specify the remittance address line 2. |
| Zip | Select the zip code of the remittance address line 1 from the drop-down list. |
| Extn | Specify the extension of the remittance address zip code. |

3. Perform any of the [Basic Actions](#) mentioned in Navigation chapter.
4. On the **Branch Definition** section, perform any of the [Basic Operations](#) mentioned in Navigation chapter.

A brief description of the fields is given below:

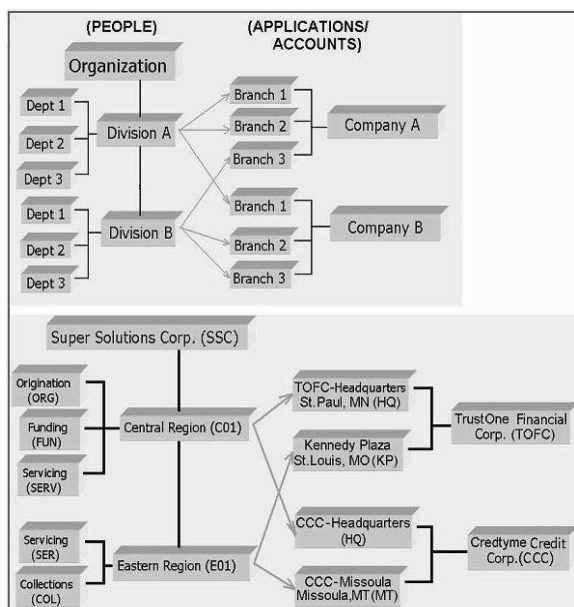
| Field: | Do this: |
|----------------|---|
| Branch | Specify the portfolio branch ID. (This ID is the unique identifier used internally by the system to represent the branch within your company). |
| Name | Specify the name of the portfolio branch (required). |
| Short Name | Specify the short name for the portfolio branch (ID displayed to represent the branch) (required). |
| Enabled | Check this box to enable the portfolio branch. |
| Sub Unit | Select the Sub Unit from the drop-down list. Sub Unit refers the entity which is the source of funds for the credit application/Account. System associates the selected sub unit with the particular company/branch combination and displays by default when the same is selected during an application/Account creation. |
| Country | Select the country from the drop-down list. The system displays the default value as 'UNITED STATES'. |
| City | Specify the city where the portfolio branch is located. |
| State | Select the state from the drop-down list. |
| Address Line 1 | Specify the address line 1 for the portfolio branch. |
| Address Line 2 | Specify the address line 2 for the portfolio branch. |
| Zip | Select the zip code of the location where the portfolio branch is located. |
| Zip Extn | Specify the extension of the zip code, where the portfolio branch is located. |
| Phone 1 | Specify the primary phone number for the portfolio branch. |
| Extn 1 | Specify the phone extension for the primary phone number. |
| Phone 2 | Specify the alternate phone number for the portfolio branch. |
| Extn 2 | Specify the phone extension for the alternate phone number. |
| Fax 1 | Specify the primary fax number for the portfolio branch. |
| Fax 2 | Specify the alternate fax number for the portfolio branch. |

5. Perform any of the [Basic Actions](#) mentioned in Navigation chapter.

3.3 Access

Using the organizations, divisions, companies, and branches created on the Organization and Companies screens, you can control the access privileges of accounts. On the Access screen, you define which organization/division (users) can gain access to which company/branch (accounts) locations.

Normally, for each division within an organization, you would define a record with Company value of ALL and a Branch value of ALL, then select the Allowed box. You then define other records for the same Organization and Division for other Company and Branch combinations with the Allowed box cleared to restrict access.



To setup the Access

1. Click **Setup > Setup > Administration > User > Access**. The system displays the Access screen. In this screen, you can control the access privileges of the user for the following categories:
 - Data
 - Screen
 - Reports
 - Correspondence

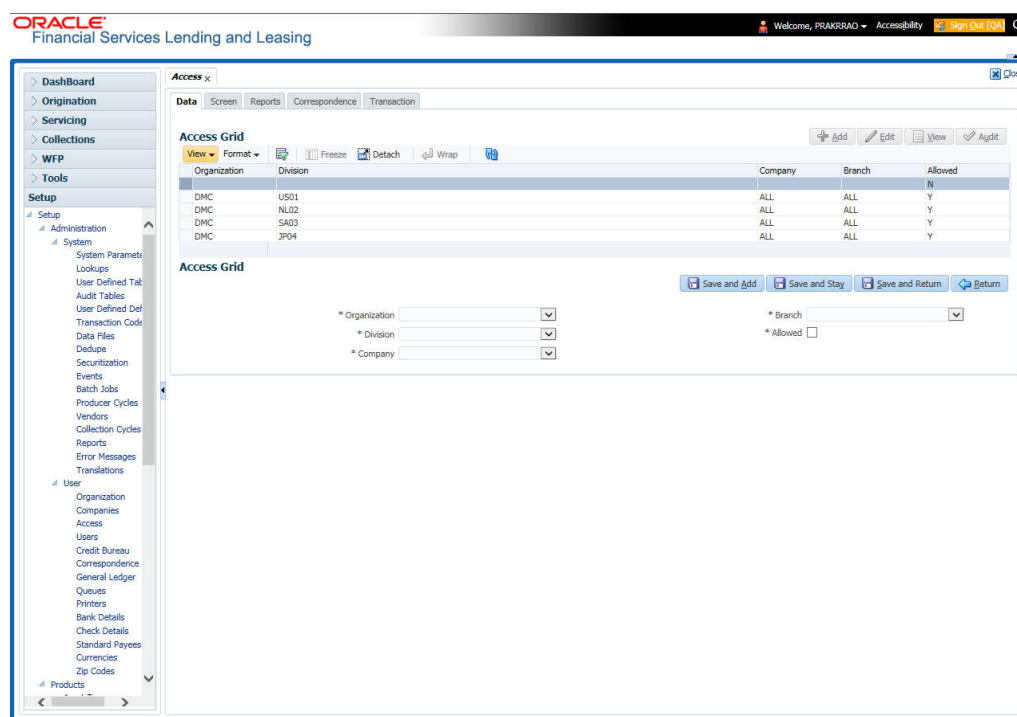
3.3.1 Data

The Data screen allows you to restrict access to different data.

To setup the Data

1. Click **Setup > Setup > Administration > User > Access > Data**.

2. In the **Access Grid** section, perform any of the [Basic Operations](#) mentioned in Navigation chapter.



A brief description of the fields is given below:

| Field: | Do this: |
|--------------|---|
| Organization | Select the organization for which you are defining access privileges from the drop-down list. |
| Division | Select the division within the organization for which you are defining Access privileges from the drop-down list. |
| Company | Select the portfolio company to which you are defining access privileges for the organization and division specified from the drop-down list. |
| Branch | Select the portfolio branch of the company to which you are defining access privileges for the organization and division specified from the drop-down list. |
| Allowed | Check this box to provide access to the data pertaining to the company and branch, for the organization and division specified. |

3. Perform any of the [Basic Actions](#) mentioned in Navigation chapter.

3.3.2 Screen

In the screen, you can control the access to the following:

1. Menu – Control access at the application menu level. For example, for **Setup** menu you can provide access only to an Administrator.
2. Screens – Control access to the screens available in the application
3. Buttons – Control access based on the stage.

For example, Add and Edit buttons can be disabled once an application is funded.

If you want to restrict updating the Applicant details, then edit button has to be disabled for the stage.

The screen allows you to restrict access to different screens.

To set the Screen Security

1. Click **Setup > Setup > Administration > User > Access > Screen**.
2. In the **Security Super Group** section, you can view the details of the super group you want to work with.

The screenshot shows the Oracle Financial Services Lending and Leasing 'Access' screen. The left sidebar contains a navigation menu with options like Dashboard, Origination, Servicing, Collections, WFP, Tools, and Setup. The main area is titled 'Access' and has tabs for Data, Screen, Reports, Correspondence, and Transaction. The 'Screen' tab is active. The 'Security Super Group' section shows a list of super groups: COMMON, INTERFACES, and ORIGINATION. Below this is the 'Security Access Definition' section, which contains a table of access codes and their descriptions. The table has columns for Access Code, Description, Type, System Defined, and Enabled. The 'Security User Access Details' section is also visible at the bottom.

| Access Code | Description | Type | System Defined | Enabled |
|-------------------------------------|---|------|---|--|
| FLLOMNRQ.REVIEWREQUEST.ADD.BUTTON | ACCESS TO CMN RQ REVIEW REQUESTS ADD BUTTON | RRQ | <input checked="" type="radio"/> Yes <input type="radio"/> No | <input checked="" type="radio"/> Y <input type="radio"/> N |
| FLLOMNRQ.REVIEWREQUEST.EDIT.BUTTON | ACCESS TO CMN RQ REVIEW REQUESTS EDIT BUTTON | RRQ | <input checked="" type="radio"/> Yes <input type="radio"/> No | <input checked="" type="radio"/> Y <input type="radio"/> N |
| FLLOMNRQ.REVIEWREQUEST.VIEW.BUTTON | ACCESS TO CMN RQ REVIEW REQUESTS VIEW BUTTON | RRQ | <input checked="" type="radio"/> Yes <input type="radio"/> No | <input checked="" type="radio"/> Y <input type="radio"/> N |
| FLLOMNRQ.REVIEWREQUEST.AUDIT.BUTTON | ACCESS TO CMN RQ REVIEW REQUESTS AUDIT BUTTON | RRQ | <input checked="" type="radio"/> Yes <input type="radio"/> No | <input checked="" type="radio"/> Y <input type="radio"/> N |
| FLLOMNRQ.MONITORBATCHJOBSET.TAB | ACCESS TO CMN UUT BATCH JOBS TAB | UUT | <input checked="" type="radio"/> Yes <input type="radio"/> No | <input checked="" type="radio"/> Y <input type="radio"/> N |

3. In the **Security Access Definition** section, perform any of the [Basic Operations](#) mentioned in Navigation chapter.

Note

You can not add a new record

A brief description of the fields is given below:

| Field: | Do this: |
|----------------|--|
| Access Code | The system displays the selected access code. |
| Description | Modify the description of the access code. |
| Type | The system displays the type of security access definition. |
| System Defined | <p>If 'Yes' is selected, the security access definition entry is system defined.</p> <p>If 'No' is selected, the security access definition entry is manually defined.</p> |

| Field: | Do this: |
|---------|---|
| Enabled | Check this box to enable the security access definition entry is enabled. |

4. Perform any of the [Basic Actions](#) mentioned in Navigation chapter.
5. In the **Security User Access Details** section, perform any of the [Basic Operations](#) mentioned in Navigation chapter.

A brief description of the fields is given below:

| Field: | Do this: |
|----------------|---|
| Access Type | Select the access type of the user who will have access to this screen from the drop-down list. |
| Active Value | Select the active value of the user who will have access to this screen from the drop-down list. |
| Allowed | Select 'Yes' to allow access to this screen or 'No' to deny access to this screen. |
| System Defined | Select 'Yes', if the screen user access definition entry is system defined. Select 'No', if the screen user access definition entry is manually defined. |

6. Perform any of the [Basic Actions](#) mentioned in Navigation chapter.

3.3.3 **Reports**

In the Reports screen you can control access to generate certain reports.

To set up Reports

1. Click **Setup > Setup > Administration > User > Access > Reports**.

2. In the **Reports** section, you can view the following information:

The screenshot displays the Oracle Financial Services Lending and Leasing Reports section. The left sidebar contains navigation options like Dashboard, Origination, Servicing, Collections, WFP, Tools, and Setup. The main area shows a table of reports with columns: Code, Module, Description, and Enabled. Below this table is the 'Reports User Access Definition' section, which includes a table for defining access rights and a section for setting the Access Type, Access Value, Allowed, and System Defined fields.

| Code | Module | Description | Enabled |
|-------------------------|-------------|----------------------------------|---------|
| LOAN_BOARDING_RPT | SERVICING | LOAN BOARDING REPORT | Y |
| NEW_LN_UPLD_EDTS | SERVICING | NEW LOAN UPLOAD - EDITS | Y |
| ACCOUNT_WISE_PDC | SERVICING | ACCOUNT WISE PDC LIST | Y |
| ACC_LIST_LEASE | COLLECTIONS | ACCOUNTS AND LISTING - LEASE | Y |
| ACC_LIST_LINE | COLLECTIONS | ACCOUNTS AND LISTING - LINE | Y |
| ACC_LIST_LOAN | COLLECTIONS | ACCOUNTS AND LISTING - LOAN | Y |
| ACC_PAYABLE_ORIGINATION | ORIGINATION | ACCOUNT PAYABLE(ORIGINATION) | Y |
| ACC_PAYABLE_SERVICING | SERVICING | ACCOUNT PAYABLE(SERVICING) | Y |
| ACC_PAY_LOG_CUSTOMER | SERVICING | ACCOUNTS PAYABLE LOG BY CUSTOMER | Y |
| ACC_PAY_LOG_PRODUCER | SERVICING | ACCOUNTS PAYABLE LOG BY PRODUCER | Y |

A brief description of the fields is given below:

| Field | View this: |
|-------------|---|
| Code | Displays the code of the report. |
| Module | Displays the code of the report from the drop-down list. |
| Description | Displays the description of the report. |
| Enabled | Displays whether the report definition is enabled or not. |

3. In the **Reports User Access Definition** section, you can set the access rights for the report selected in the Reports section. Perform any of the [Basic Operations](#) mentioned in Navigation chapter.

A brief description of the fields is given below:

| Field: | Do this: |
|-----------------------|---|
| Access Type | Select the access grid function type from the drop-down list. |
| Access Value | Select the access function grid value from the drop-down list. |
| Allowed | Select 'Yes' to allow access or 'No' to restrict access to the entry based on the access type and value. |
| System Defined Yes/No | Select 'Yes', if the report user access definition entry is system defined. Select 'No', If the report user access definition entry is manually defined. |

4. Perform any of the [Basic Actions](#) mentioned in Navigation chapter.

3.3.4 Correspondence

The Correspondence screen allows you to restrict access to different correspondence commands on the Letters menu, thus restricting your ability to generate certain correspondence.

If you do not have the responsibility to create a type of correspondence, the corresponding command on the Letters menu is unavailable (dimmed).

To setup the Correspondence

1. Click **Setup > Setup > Administration > User > Access > Correspondence**.
2. In the **Correspondence Codes** section, perform any of the [Basic Operations](#) mentioned in Navigation chapter.

Correspondence Codes

| Code | Description | Enabled |
|--------|-------------------------|---------|
| CBK_01 | 01 BANKRUPTCY SET | Y |
| CCO_01 | 01 COLLECTION SET | Y |
| CCS_01 | 01 CUSTOMER SERVICE SET | Y |
| CCF_01 | 01 DEFICIENCY SET | Y |
| CFM_01 | 01 FUNDING SET | Y |
| CRF_01 | 01 REPO/FORECLOSURE SET | Y |
| CUN_01 | 01 UNDERWRITING SET | Y |

Correspondence User Access Definition

| Access Type | Access Value | Allowed | System Defined |
|----------------|--------------|---|---|
| RESPONSIBILITY | ALL | <input checked="" type="radio"/> Yes <input type="radio"/> No | <input type="radio"/> Yes <input checked="" type="radio"/> No |

A brief description of the fields is given below:

| Field: | Do this: |
|-------------|---|
| Code | The system displays the correspondence code name you want to work with. |
| Description | The system displays the description for the correspondence code (display only). |
| Enabled | Check this box to enable the selected correspondence code entry. |

3. In the **Correspondence User Access Definition** section, perform any of the [Basic Operations](#) mentioned in Navigation chapter.

A brief description of the fields is given below:

| Field: | Do this: |
|-----------------------|---|
| Access Type | Select the access grid function type from the drop-down list. |
| Access Value | Select the access function grid value from the drop-down list. |
| Allowed | Select 'Yes' to allow access or 'No' to restrict access to the entry based on the access type and value. |
| System Defined Yes/No | Select 'Yes', if the correspondence user access definition entry is system defined. Select 'No', If the correspondence user access definition entry is manually defined. |

4. Perform any of the [Basic Actions](#) mentioned in Navigation chapter.

3.3.5 Webservice

The Webservice screen in Access setup allows you to configure access to the available RESTful webservices in the system. The associated seed data for all the RESTful webservices are loaded during product installation and process of installing the same is detailed in the Installation guide.

As an administrator/superuser, you can Enable/Disable Web Service access to users based on their responsibility and ensure that only authorized user have access to those specific webservices in the system. Following list indicates some of the available RESTful webservices in the system:

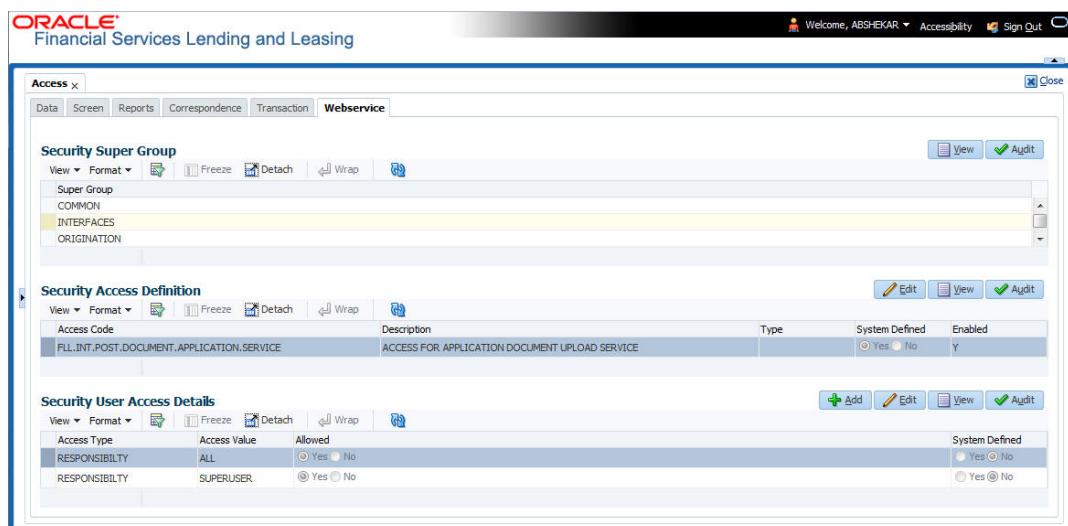
- Generic Post Transaction Service
- Call Activity Service
- Scheduler Service
- Account Search Service
- Account Boarding Service
- Payment Posting Service
- Account Detail Service
- Calculator Service
- Application Search Service
- Get Scenario Analysis Service
- Post Scenario Analysis Service
- Lookup Service
- Dialer Integration Service
- Application GET Service
- Application Entry service
- Application Update Service
- Application Status Change
- Application Checklist
- Application ACH GET Service
- Application ACH POST Service
- Application Comment GET Service

- Application Comment POST Service
- Application Document GET Service
- Application Document POST Service
- Account Comment GET Service
- Account Comment POST Service
- Account Document GET Service
- Account Document POST Service
- Process File Upload Service
- Process File Download Service
- Process File List Service
- Product Service
- Asset Service
- Asset Sub-Type Service
- Scheduler Force ReSubmit
- Remarketing GET Service
- Remarketing POST Service
- Invoice GET Service
- Invoice POST Service

To setup the Webservice access

1. Click **Setup > Setup > Administration > User > Access > Webservice**. The screen consists of the following tabs:

- Security Super Group
- Security Access Definition
- Security User Access Details



2. The 'Security Super Group' section, contains the following super group categories for selection:

- COMMON
- INTERFACES
- ORIGINATION
- SERVICING and COLLECTIONS
- SETUP

- WHOLESALE FLOOR PLANNING

3. Select the required Super Group and the associated data in sub tabs are categorized accordingly.
4. In the 'Security Access Definition' section, you can view the following field details and edit only the 'Description' and 'Enabled' status of selected Security Access Definition.

| Field: | Do this: |
|----------------|--|
| Access Code | The system displays the webservice access code. |
| Description | The system displays the description of the associated webservice access code and can be edited for required changes. |
| Type | The system displays the type of security access definition. |
| System Defined | If selected as 'Yes', the security access definition entry is system defined. If selected as 'No', the security access definition entry is manually defined. |
| Enabled | Check this box to enable the selected webservice access code. |

5. Perform any of the [Basic Actions](#) mentioned in Navigation chapter.
6. In the **Security User Access Details** section, perform any of the [Basic Operations](#) mentioned in Navigation chapter.

A brief description of the fields is given below:

| Field: | Do this: |
|----------------|---|
| Access Type | Select 'Responsibility' (default) as the access type from the drop-down list. For this access type to be available in the drop-down list, ensure that the Lookup Type 'ACCESS_GRID_TYPE_CD' is maintained in the system. |
| Access Value | This field is 'Read-only' for 'System Defined' Security Access Definitions which are loaded as part of seed data during installation. For non-system defined Security Access Definitions, select the access value which is the user responsibility who needs to have access to this webservice from the drop-down list. For user responsibilities to be populated in the drop-down list, ensure that the Lookup Type 'RESPONSIBILITY_CD' is maintained in the system. |
| Allowed | Select 'Yes' to allow user access to this webservice or 'No' to deny access. By default, 'No' is selected. |
| System Defined | Select 'Yes', if the webservice user access definition entry is system defined. Select 'No', if the webservice user access definition entry is manually defined. |

7. Perform any of the [Basic Actions](#) mentioned in Navigation chapter.

3.4 Users

The Users screen allows you to create and set up an user. In the User Definition section, you can assign a user an identification name and password to log on to the system. You can also assign the organization, division, and department where each user is located. Additional fields allow you to record information for contacting the user. You can also define the time frame within which a user has access to the system to ensure compliance to the company's schedule. This is a very useful feature to prevent logins during scheduled maintenance.

The Responsibility field records the job function of the user and defines the level of access that user has within the system; in particular:

- What menu items does the user have access to?
- What transactions can the user perform on the Maintenance screen on the Customer Service screen?

Note

The system's SUPERUSER responsibility grants access to the entire system. Give careful consideration to the number and type of users who receive this responsibility.

To set up the Users screen

1. Click **Setup > Setup > Administration > User > Users**. The system displays the Users screen.
2. In the **User Definition** section, perform any of the [Basic Operations](#) mentioned in Navigation chapter.

A brief description of the fields is given below:

| Field: | Do this: |
|--------|---|
| User | Specify the user ID. Note: This field is a unique indicator and cannot be updated, edited, or deleted once saved. |

| Field: | Do this: |
|---------------------------|---|
| Organization | Select the organization to which the user belongs, from the drop-down list. |
| Division | Select the division to which the user belongs, from the drop-down list. |
| Department | Select the department to which the user belongs, from the drop-down list. |
| Start Dt | Specify the start date for the user. You can also select from the adjoining calender icon. |
| End Dt | Specify the end date for the user. You can also select from the adjoining calender icon. |
| System Defined | Select 'Yes', if the entry is system defined. System defined entries cannot be modified. Select 'No', if the entry is not system defined and it can be modified. |
| Enabled | Check this box to enable the user. |
| First Name | Specify the first name of the user. |
| MI | Specify the middle initial of the user. |
| Last Name | Specify the last name of the user. |
| Responsibility | Select the responsibility for the user from the drop-down list. Note: The users mapped to the role 'Responsibility' can only view the screens. |
| Review Request Supervisor | Select the supervisor responsibility who can also review and respond to review requests from the drop-down list. The list displays the corresponding Review Request Supervisors who are either one or more levels higher from the above selected user 'Responsibility' as maintained in 'RESPONSIBILITY_CD' lookup code. |
| Phone 1 | Specify the user's primary phone number. |
| Extn 1 | Specify the phone extension for the primary phone number. |
| Phone 2 | Specify the user's alternate phone number. |
| Extn 2 | Specify the phone extension for the alternate phone number. |
| Fax 1 | Specify the user's primary fax number. |
| Fax 2 | Specify the user's alternate fax number. |
| Replacement User | Select the user ID of the replacement user from the drop-down list. |

| Field: | Do this: |
|------------------|---|
| Dt | Specify the date from when the replacement is effective. You can also select from the adjoining calendar icon. Note: These two fields allow you to create a replacement user for the current user. This is particularly useful when a new employee assumes the duties of a former. By completing the Replacement User and Replacement Dt field, the system recognizes the replacement user as the current user on the effective date. For more information, refer the section, 'Replacement Users'. |
| Type | Select the user type from the drop-down list. |
| Reference # | Specify the reference number for the user from the drop-down list. |
| Email | Specify user's email address. |
| Default language | Select the default language from the drop-down list. |
| Time Zone | Select the required Time Zone from the drop-down list, The specified time zone would be applicable at company level. |
| Time Zone Level | Select the time zone level (Organization, Company or User) that would apply by default, when specific time zone is not specified at Company and User level. |

3. Perform any of the [Basic Actions](#) mentioned in Navigation chapter.

3.4.1 Replacement users

By completing the **Replacement User** and **Dt** fields on the Users screen, you can replace an existing user with a new user. The system assigns all responsibilities of the original user to the new user as of the date of the replacement.

The **Replacement User** and **Dt** fields allow you to designate a replacement for the current user in the User ID field. When you complete the **Replacement User** and **Dt** fields, save your entry, and then enable the record, the system replaces the original user. The system changes the **End Dt** field to the date when the original user was replaced (the same date in the Dt field).

The system assigns the queues of the original user to only those replacement users who have the same user responsibilities (or Super User responsibility) as set in the system.

The system updates the following when replacing users:

1. Assigns all applications in the replaced user's underwriting queue with the status NEW to the replacement user's queue.
2. Assigns all applications in the replaced user's funding queue with a status other than FUNDED to the replacement user's queue. The system currently stores the collector name in the back end tables, which are updated with the replacement users ID in the case of the replacement of any user.
3. Also updates the Producer Management screen with the replacement user in the **Underwriter** and **Collector** fields. The system assigns all applications routed to the original user to the replacement user. This also includes any future applications for the replaced user.

4. The system automatically updates the **Collector ID** field in all accounts to the replacement user and routes all accounts assigned to the original user to the replacement user.

Note

The system will not update the replacement user ID for accounts that are closed.

5. On the queue setup of Customer Service screen's Responsibilities sub screen, the record for the original user will be disabled and a new record will be created for the replacement user. If the replacement user already exists in the setup, The system will not create a new record. It updates the user ID and routes all accounts that were assigned to the original user, based on the account condition, to the replacement user.

3.4.2 Application and Oracle Identity Manager Synchronization

Oracle Identity Manager is for user administration. Oracle Financial Services Lending and Leasing has been developed in such a way that it can be implemented with or without Oracle Identity Manager. In case OID has been employed, the user definition is done in OID and then synchronized to the Oracle Financial Services Lending and Leasing Users table using a utility JAR called OID Synchronization JAR. In OID, users are defined across various groups belonging to a realm which is nothing but the directory structure in OID. A user can be configured to belong to multiple groups in a realm. Every time the user tries to login to Oracle Financial Services Lending and Leasing or OBIEE, the system validates the login ID and the password with OID and provides access to those applications.

3.5 Credit Bureau

In the system, an important part of the origination process is pulling a credit report from a credit bureau and scoring that information against a user-defined risk model. These credit reports can be pulled both automatically and manually.

After you enter an application, the system compares its contents against pre-screen criteria. If the application passes a pre-screen edits check, the system advances the status of the application and automatically pulls a credit report.

You can manually request a credit report for an applicant or any other party included on the application, such as co-signers and spouses by selecting the bureau from which you want to pull the report. If more than one report type is defined for the selected bureau, then you can indicate the type of report you want to pull.

The following are few additional Credit Bureau Setup details:

- The credit bureau from which the report is pulled is determined by the applicant's zip code. The credit bureau interface searches the information in the Credit Bureau Zip Matrix tab and matches the applicant's zip code to determine the bureau(s) from which to request a report.
- The number of credit reports automatically pulled per applicant is controlled through the credit request parameter `CRB_MAX_BUREAU_PULL`. If this parameter is set to 1, a credit bureau request will be made for the Bureau1 credit bureau from the zip code matrix. Likewise, if this parameter is set to 2, a credit bureau request will be made for the Bureau1 and the Bureau2 credit bureaus from the zip code matrix.
- The system automatically pulls credit reports for only the primary applicant and the primary applicant's spouse (for joint applications) unless the `CRB_ALL_APL_BUREAU_PULL` credit request parameter is set to Y. However, if the parameter is set to Y, the system pulls credit reports for all of the applicants on the Line of credit, regardless of their relationship to the primary borrower.

- Passwords, default report formats, and other required information from the credit bureaus are set up in the Report Formats screen.

Member codes and passwords when switching credit bureau access methods (moving from dial-up to Net Connect). The member codes and passwords are not dependent on the connection method used to access the bureau.

Frame relay access is from the database server to the Experian host through a TCP/IP socket connection. The connection is outbound only and it is to a specific port (699 or 700) on the Experian host.

The credit bureau service will be accessing Experian Net Connect service through HTTP to the ECALS URL supplied by Experian as well as by the HTTPS to the URL returned as a response to the ECALS URL inquiry (the credit request URL). This access is from the database server access.

3.5.1 Credit Bureau

The setup for Credit Bureau spans across the following links:

- Reporting

Navigating to Credit Bureau

1. On the Oracle Financial Services Lending and Leasing home screen, click **Setup > Setup > Administration > User > Credit Bureau**.

3.5.1.1 Reporting

The system reports to the credit bureau agencies in the Metro 2 format with the payment and account status information of each account holder. The Credit Bureau Reporting screen contains the program identifier to be reported to the bureaus.

To setup the Reporting

1. Click **Setup > Setup > Administration > User > Credit Bureau > Reporting**.

2. In the **Credit Bureau Reporting** section, perform any of the [Basic Operations](#) mentioned in Navigation chapter.

A brief description of the fields is given below:

| Field | Do this: |
|--------------------|---|
| Company | Select the portfolio company from the drop-down list. |
| Bureau | Select the bureau from the drop-down list. |
| Program Identifier | Specify the program identifier. The customer receives this from the bureau and uses it to identify itself to that bureau. You will need to update this information. |
| Enabled | Check this box to enable the program. |

3. Perform any of the [Basic Actions](#) mentioned in Navigation chapter.

3.5.2 **Special Metro II Code reporting**

The system allows you to report the following special Metro II segments to the credit bureau output file:

- Consumer Information Indicator Code (CIIC)
- Compliance Condition Code (CCCD)
- Special Comment Code (SPCC).

The system users will need to use call Action/Results and Reason fields on the Call Activities sub screen of the Customer Service form (Lending > Customer Service > Customer Service (2) master tab > Account Details tab > Call Activities sub tab) to place specific account conditions where these Metro II segments are to be reported. The specific segment reported for a given condition will be based on the account condition and call activity reason codes.

Note

It is the responsibility of the Administrator or individual user to setup Special Metro II Code reporting functionality.

When users open one of the following conditions:

| Code | Description |
|------|---|
| CIIC | CONSUMER INFORMATION INDICATOR CODE (METRO2 - FCRA) |
| CCCD | COMPLIANCE CONDITION CODE (METRO2) |
| SPCC | SPECIAL COMMENT CODE (METRO2) |

The system recognizes the condition, processes the selected Metro II reporting call activity reason code, and generates the Metro II reporting segment in the Metro II reporting output file.

Note

- You are responsible for selecting the correct Metro II reporting segment reason code to be reported. If you do not select a Metro II reporting segment reason code, the system will not generate information to Metro II output file. If you select an incorrect Metro II reporting segment reason code, the system will report the selected Metro II reporting segment. the system does not validate the contents of the Reason field with the contents of the Condition field.
 - To end the reported Special Metro II Special Code, close the open Special Metro II Condition (no reason code needed). The system recognizes the closing of the open Special Metro II Condition and will not create a Metro II reporting segment in the output file.
 - The CBU_FILE_FREQUENCY (METRO 2 FILE FREQUENCY) Company system parameter determines if output file is generated and created daily or output file is written with daily data and output monthly.
-

To setup Metro II Code reporting

1. On the Oracle Financial Services Lending and Leasing home screen, click **Setup > Setup > Administration > User > Queues > Call Action Results** to open and close the following system defined condition codes:

| Action Code | Description |
|-------------|---|
| CIIC | CONSUMER INFORMATION INDICATOR CODE (METRO2 - FCRA) |
| CCCD | COMPLIANCE CONDITION CODE (METRO2) |
| SPCC | SPECIAL COMMENT CODE (METRO2) |

When setup is completed, you can open and close Special Metro II code conditions.

Note

Opening and closing Special Metro II Code reporting is a manual process.

The CBU_FILE_FREQUENCY (METRO 2 FILE FREQUENCY) Company system parameter determines, if output file is generated and created daily or output file is written with daily data and output monthly.

3.5.3 Oracle Wallet Manager setup

The Experian Net Connect, Equifax Internet System to System, and CSC interfaces within the the system credit bureau service use functionality provided by the Oracle Wallet feature. Use the Oracle Wallet Manager on the database server to create and export a wallet for use by the credit bureau service.

Note

All of the above mentioned interfaces use the same Oracle wallet. If a wallet already exists and is in use by one of the credit bureau interfaces, there is no need to create another wallet. Due to differing certificate requirements, there may be a need to import additional trusted certificates into the wallet, but there will not be a need to create a new one. The credit bureau parameter ORA_WALLET_PATH contains the location of the Oracle Wallet used by the credit bureau service.

To create and export a wallet suitable for use by the credit bureau

Refer to the Oracle documentation for more detailed instructions on how to use the Oracle Wallet Manager to create and manage a wallet:

1. If a wallet does not already exist, create one somewhere on the database server. The location must be readable and writable by the Oracle user. Make a note of the full path where the wallet is stored (for example, /etc/ORACLE/WALLETS/oracle or C:\oracle\WALLETS).
 - For Transunion credit bureau, a separate wallet file is needed under transunion folder inside the main wallet path (for example: /etc/ORACLE/WALLETS/oracle/transunion or C:\oracle\WALLETS\transunion).
2. The wallet needs to contain the public key for the certificate authority that issued the server certificate for each HTTPS web site that will be connected to by the credit bureau interface. At the time of this document, those sites are:

| | |
|-----------------------------------|----------|
| https://ssl.experian.com | Experian |
| https://transport5.ec.equifax.com | Equifax |
| https://www.emortgage.Equifax.com | CSC |

This list may change. Use the URL provided to you by the credit bureau when they set up your service. To get the proper Experian HTTPS URL, enter the ECALS URL that was provided by Experian into a web browser. The response returned to the browser is the HTTPS URL that will be used to communicate with Experian.

1. Import the necessary certificate authority's certificate files into the Oracle wallet that was created in Step 1. See the appendix of this chapter for detailed instructions of how to download and install a trusted certificate.
2. Test the wallet by connecting to each web site with a simple command issued from SQLPlus.

```
SQL> select utl_http.request('https://ssl.experian.com', NULL,  
    'file:/etc/ORACLE/WALLETS/oracle', 'password') from dual;
```

Replace the URL in the above command with each HTTPS URL given to you for use by the credit bureaus. Also replace the wallet path with the path to your wallet and your wallet password. The output from the command is not important, what is important is that it runs without displaying an Oracle error. If there is an Oracle error, then something is wrong with the contents of the wallet, the path to the wallet, and/or the wallet password.

3. When the wallet contains all of the required trusted certificates, export the wallet to a text file. On the **Operations** menu of the Oracle Wallet Manager, choose **Export All Trusted Certificates**. The text file MUST be located in the same directory as the wallet and the filename MUST be default.txt. Anytime a change is made to the trusted certificates in the wallet, the wallet must be re-exported to the same text file.
4. In the **Setup > Setup > Credit Bureau > Parameters** set the `ORA_WALLET_PATH` and `ORA_WALLET_PASSWORD` parameters.

3.5.4 Oracle JVM Security setup

The Experian Net Connect interface within the credit bureau service requires the use of the Oracle Java Virtual Machine (JVM) that is resident in the Oracle database. Furthermore, specific permissions must be granted to the Java classes used by the credit bureau service. These permissions have been added to the `set_java_perms.sql` script that is part of the distribution. This script (as well as many other useful SQL scripts) is available from the Oracle Financial Services Software technical support Oracle Financial Services Lending and Leasing patches web site.

The `set_java_perms.sql` script needs to run as the SYS user (or a user with SYS privileges). The script will prompt for SYS user id and password. Be prepared to provide it when prompted. Also, the script will select the value of the `ORA_WALLET_PATH` parameter from the credit bureau parameters table. Make sure that it has been updated with the proper wallet path before running the `set_java_perms.sql` script (although the script can be safely run again if necessary).

Credit Bureau Service operation

The basic operation of the credit bureau service has not changed. Once setup, there is no operational difference between accessing the credit bureaus via dial-up, frame relay, or the Internet.

3.5.5 Importing a trusted certificate into an Oracle Wallet

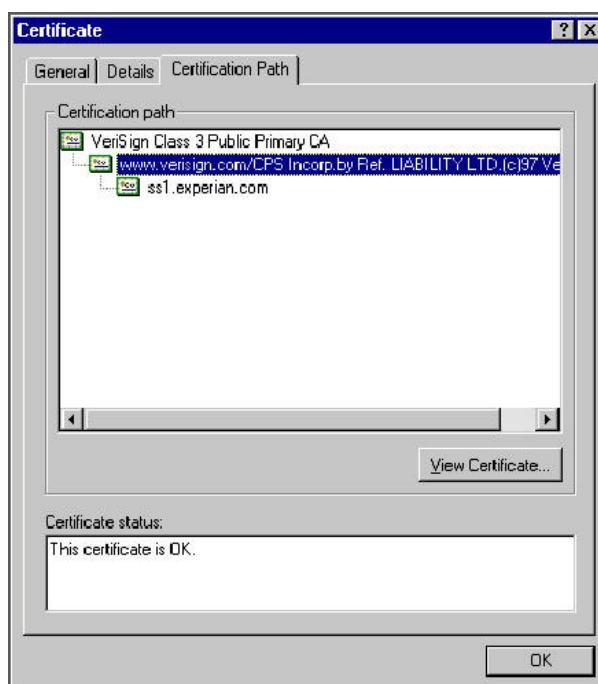
The HTTPS servers used by Experian, Equifax, and CSC for their Internet based credit report services (as well as all HTTPS servers) contain a site certificate signed by a trusted Certificate Authority (CA). The CA is an entity that guarantees the identity of the HTTPS server. If the client trusts the CA, and the CA says that the HTTPS server is who they say they are, then the client inherently trusts the HTTPS server. Normally, a client tool such as Microsoft Internet Explorer has a large store of trusted CA certificates which makes secure communication between a client and a trusted HTTPS server relatively seamless and uneventful. Unfortunately, the store of CA certificates in the default Oracle wallet is rather small and it is likely that it will not contain the certificate of the CA that is certifying one or more of the credit bureau web sites. This means that the CA certificate must be imported into the wallet. To do this, the certificates must first be exported from a browser and then imported into the Oracle wallet using the Oracle Wallet Manager.

Using Microsoft Internet Explorer to Export a Certificate

1. Use Microsoft Internet Explorer and connect to one of the HTTPS URLs referenced in the Oracle Wallet Manager Setup section of this document.

If the web site asks for a user id and password, cancel the dialog box and remain on the top-level HTTPS screen.

2. Once connected, from the browser's **File** menu, choose **Properties**.
3. Click the **Certificates** button.
4. Click the **Certification Path** tab. The bottom-most certificate is the one generated by the host itself. The one or more certificates above the bottom-most one are of greater importance to this task. The screen shot below displays a web site with two CAs (an intermediate, and a primary). Whether it is an intermediate CA or a primary one, the steps are the same for saving the certificate as a text file.

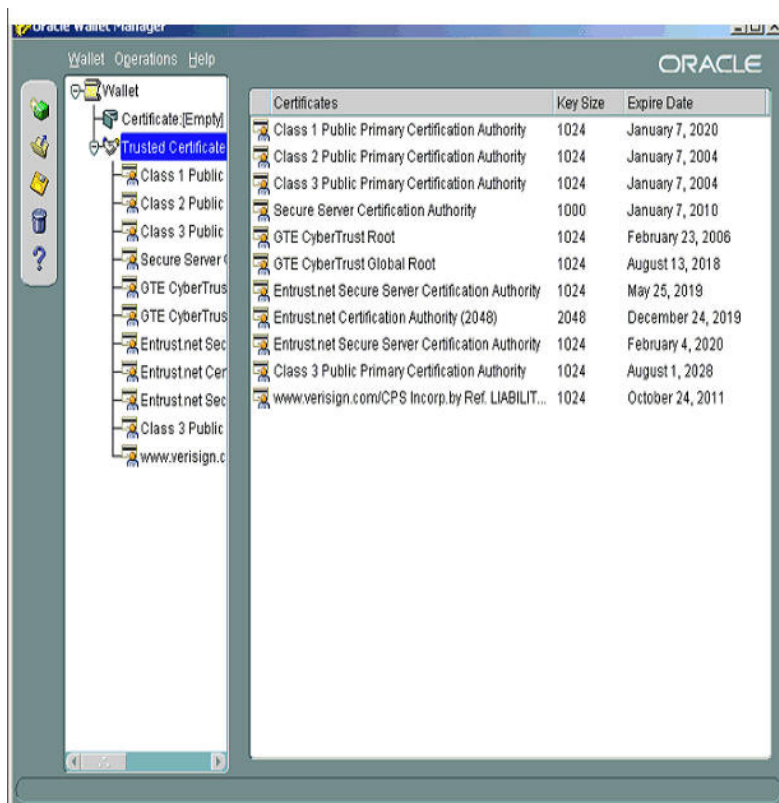


5. Click the first certificate above the bottom-most certificate (it may be the only certificate above the bottom-most certificate).
6. Click the **View Certificate** button.
7. Click the **Details** tab.
8. Click the **Copy to File** button.
9. Click the **Next** button.
10. Choose the **Base 64** encoded format.
11. Click the **Next** button.
12. Enter a filename and location for the file.
13. Click the **Next** button.
14. Click the **Finish** button.
15. Repeat steps 5 through 14 for the next certificate in the certification path, if any.

3.5.6 Importing the Certificates into an Oracle Wallet

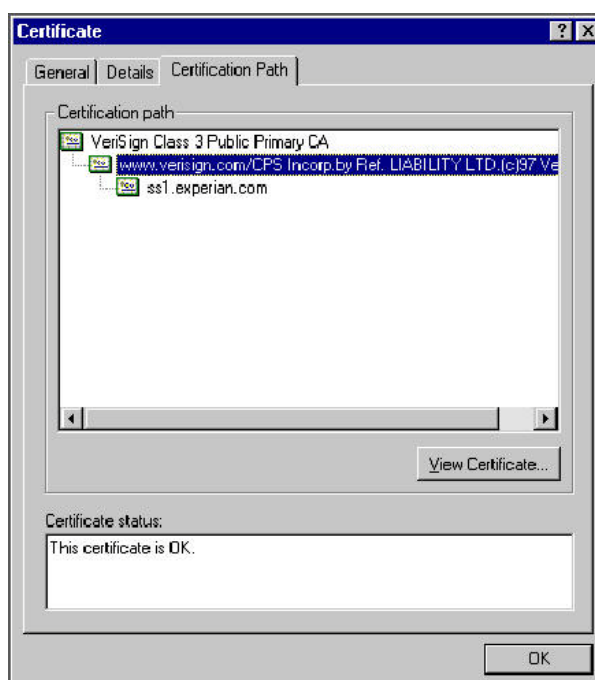
1. Copy the certificates exported and saved during the process described above onto the database server (not the iAS server).
2. As the Oracle user (or Administrator on Windows), start the Oracle Wallet Manager.

3. Open the wallet that will be used by the credit bureau service. Create a new wallet if one does not already exist.
4. View the list of Trusted Certificates in the wallet.
5. Check the list of certificates against the list of certificates that are in use on the HTTPS servers used by the credit bureaus (and that were exported and saved during the export process described above).
6. Click the **Trusted Certificates** heading in the left list box of the Oracle Wallet Manager.



7. Use Microsoft Internet Explorer to view the certificate details for the HTTPS web sites (**File > Properties > Certificates > Certification Path > View Certificate > General**) that will be contacted by the credit bureau service. Look through the list of certificates shown in the right panel of the Oracle Wallet Manager and look for a match between the **Issued To** and **Valid To** dates shown in the Internet Explorer View Certificate screen.

The screen shot below shows a certificate that is already in the wallet's list of trusted certificates (see the last entry for the `www.verisign.com/CPS` certificate).



8. On the **Operations** menu, choose **Import Trusted Certificate** and follow the prompts for locating and loading the files that were copied onto the database server in step 1 for any certificate not already stored in the wallet.
9. On the **Wallet** menu, choose **Save** when finished loading certificates.

3.5.7 De-duping Credit Bureau data

Oracle Financial Services Lending and Leasing allows you to remove duplicate (“de-dupe”) liabilities data from the credit bureau information.

De-duping logic

The de-duping logic is based on a number of parameters that the system compares among *tradelines* (**only**) to determine if they are duplicates. The following fields are used to determine if two tradelines are duplicates:

| Field: | Description: |
|-------------|--|
| Account # | The account number of the consumer with the lender for the particular account. |
| Open Date | The date the account was opened. |
| Member Code | <p>The subscriber code of the lender with the respective credit bureau.</p> <p>Note: Since member codes for the same lender differ across bureaus, this field is used only for tradelines reported by the same bureau. Since reports obtained from CSC can have tradelines from different bureaus, this field is only for reports pulled from the credit bureaus.</p> |

All available bureau reports pulled later than `DEDUP_CRB_EXPIRATION_DAYS` days old will be used.

The following system parameters will be set up to provide switches to allow the functionality to be turned on and off:

| Parameter | Description | Valid Values | Setup Value |
|--------------------------------|--|--------------|-------------|
| JOINT_DEDUP_SPOUSE_LIABILITIES | De-dup the tradelines with spouse | Y, N | Y |
| JOINT_DEDUP_ALLAPL_LIABILITIES | De-dup the tradelines with spouse and secondary applicants(s). | Y, N | Y |
| DEDUP_CRB_EXPIRATION_DAYS | Credit report expiration days | Number | 90 |

Whenever two (or more) items are identified as duplicates, Oracle Financial Services Lending and Leasing uses the following hierarchy to pick one of the items as the “correct” one:

1. **Last Reported Date:** The row that has been reported most recently is used.
2. **Owner:** In case of a tie on the last reported date, one of the tradelines is picked in the descending order of priority depending on who the tradeline belongs to: Primary, Spouse, then Secondary.

Debt Ratio combination

Oracle Financial Services Lending and Leasing uses the system parameter DBR_JOINT_INC_DEBT_WITH_SPOUSE to decide whether to combine debt ratios of the spouse with the primary applicant. The DBR_JOINT_INC_DEBT_WITH_COAPP parameter decides whether to do the same on a non-spousal joint application.

When this indicator is checked, all liabilities in the Liability section on the Summary sub screen of the Applicant (2) master tab with the Include box selected will be used in the debt ratio calculation.

The following system parameter will be set up to provide switches to allow the functionality to be turned on and off:

De-duping process

The de-duping logic will be integrated into the system decision-making process in the following manner:

Initial credit pulls on new applications

- If the JOINT_DEDUP_SPOUSE_LIABILITIES/ JOINT_DEDUP_ALLAPL_LIABILITIES system parameters are set to **Y**, uses the de-duping logic described above to uncheck the duplicate liabilities in the spouse's/co-applicant's liabilities.
- If the DBR_JOINT_INC_DEBT_WITH_SPOUSE/ DBR_JOINT_INC_DEBT_WITH_ALLAPL parameters are set to **Y**, the system includes the liabilities of the spouse/ co-applicant while calculating the debt ratio of the primary applicant.
- The system will use all available credit reports at the time.

Subsequent credit pulls (manual)

- To remove duplicate liabilities from the calculation, choose the **Dedup Liabilities** button on the **Underwriting** form (**Applicants** master tab > **Summary** sub screen > **Liability** section). (Potential record locking situations force the action to remain manual versus the system automatically doing it).
- If the **Populate Debt** and **Include Debt** boxes are selected in the **Applicant/Customer Detail** section on the **Bureau** master tab on the **Underwriting** form for the credit request and the JOINT_DEDUP_SPOUSE_LIABILITIES/ JOINT_DEDUP_ALLAPL_LIABILITIES system parameters are set to **Y**, the system will

use the de-duping logic described above to uncheck the duplicate liabilities in the spouse's/co-applicant's liabilities.

- If the DBR_JOINT_INC_DEBT_WITH_SPOUSE/
DBR_JOINT_INC_DEBT_WITH_COAPL parameters are set to **Y**, the system will include the liabilities of the spouse/ co-applicant while calculating the debt ratio of the primary applicant.
- The system will use all available credit reports at the time of the request that have been requested within the number of days specified in the DEDUP_CRB_EXPIRATION_DAYS parameter.

Restrictions

The de-duping logic will be limited based upon the discussion above. If the system cannot identify two tradelines as duplicates based upon the logic mentioned above, the individual tradelines will be retained. In such circumstances, both tradelines will be used in the debt ratio calculation and it will be the user's responsibility to disregard one of them by clearing the Include check box.

3.6 Correspondence

The Correspondence screen enables you to setup the system's correspondence.

The system provides two types of correspondence: predefined and ad hoc. The following chart provides a quick summary of both:

| TYPE OF CORRESPONDENCE: | AD HOC | PREDEFINED |
|--|--------|------------|
| Created automatically | | X |
| Created manually | X | X |
| Generated for accounts | X | X |
| Generated for applications | X | X |
| Set up with the Correspondence link | X | |
| Set up with the Letters link on the Product link | | X |

This chapter explains how to setup ad hoc correspondence with the Correspondence form.

The Correspondence screens provide a cost-effective and easy to use method to build custom documents that draw information from the system's database without additional programming. You can choose what to include in a letter, create a template, and then use this template to produce a letter.

The core of the Correspondence module is the document element -- the information stored in the database merged into the correspondence. The system has document elements defined for commonly used data elements in correspondence, such as account numbers, account balances, customer addresses, telephone numbers, and due dates.

Correspondence consists of a document file with text of your choice and the document elements from the system's database.

You can create a correspondence set that consists of one or more documents. If a correspondence set consists of more than one document, such as the account details letter and a payment overdue letter, it prints both documents every time the system generates correspondence for a customer.

The Correspondence module creates the following standard ad hoc correspondence:

- Microsoft Word (RTF)
- Adobe Acrobat (PDF/XFDF)

Note

In this document and in the system, the term BANKERS SYSTEM is synonymous with Adobe Acrobat.

3.6.1 Correspondence

The Correspondence screen contains the following sub screens:

- System Functions
- Elements
- E-Form Elements
- Documents
- Correspondence

Navigating to Correspondence

1. On the Oracle Financial Services Lending and Leasing home screen, click **Setup > Setup > Administration > User > Correspondence**.

3.6.1.1 System Functions

The System Functions screen enables you to view the predefined functions for the appropriate Line of credit product in the system. These are attributes from the database.

Functions define how the system retrieves data to include in correspondence. The data is retrieved as elements which are either specific database columns or calculated values. Elements are recorded on the Elements screen.

To view the predefined system functions

1. Click **Setup > Setup > Correspondence > Line of credit > System Functions**.
2. In the **Function Definition** section, you can view the following information.

Function Definition

| Function Name | Description | Function Type | Source Program |
|----------------------|---|---------------|------------------|
| GET_ACC_112_DTLS | Get ACC Details (Loan OE) | COR_ELM_PROC | CGNACC_EL_112_01 |
| GET_APP_112_DTLS | Get APP Details (Loan OE) | COR_ELM_PROC | CGNAPP_EL_112_01 |
| GET_APP_ADC_112_DTLS | Get Application Decisions (Loan Open Ended) | COR_ELM_PROC | CGNADC_EL_112_01 |
| GET_APP_CON_112_DTLS | Get Application CON Details (Loan OE) | COR_ELM_PROC | CGNACO_EL_112_01 |
| GET_CON_112_DTLS | Get CON Details (Loan OE) | COR_ELM_PROC | CGNCON_EL_112_01 |

Function Parameters

| Position | Parameter | Description |
|----------|--------------|-----------------|
| 1 | lv_LD_ACC_id | Account ID |
| 2 | lv_name_ar | Parameter Name |
| 3 | lv_value_ar | Parameter value |

A brief description of the fields is given below:

| Field: | View this: |
|----------------|------------------------------------|
| Function Name | Displays the function name. |
| Description | Displays the function description. |
| Function Type | Displays the function type. |
| Source Program | Displays the source program. |

3. In the **Functions Parameters** section, you can view the following information.

A brief description of the fields is given below::

| Field: | View this: |
|-------------|--|
| Position | Displays the parameter position. |
| Parameter | Displays the function parameter. |
| Description | Displays the function parameter description. |

3.6.1.2 **Elements**

The Elements screen displays the predefined document elements retrieved from the database when the correspondence is generated.

In the Element Definitions section, you can update or edit only the Description field.

To view the Elements

1. Click **Setup > Setup > Administration > User > Correspondence > Line of credit > Elements**

- On the **Element Definitions** screen, perform any of the [Basic Operations](#) mentioned in Navigation chapter. You cannot add a new record.

A brief description of the fields is given below:

| Field: | Do this: |
|-----------------|--|
| Level0 Type | Displays the element Level0 type. |
| Element Name | Displays the element name. |
| Element Type | Displays the element type. |
| Description | Specify the element description. |
| Data Type | Displays the element data type. |
| Source Function | Displays the element function. |
| Enabled | Displays if the element is enabled or not. |
| Default Value | Displays the default value. |

- Perform any of the [Basic Actions](#) mentioned in Navigation chapter.

3.6.1.3 E-Form Elements

The E-forms Elements screen defines elements included when the system generates online correspondence with a browser. The E-forms screen is set up only for PDF elements using the XFDF format. These definitions translate the external element required by the vendor to a systems correspondence element.

For example,

| Type | Details |
|-----------------------|---|
| Vendor Element | AllBorrowers.FullNameStreetCityStateZip (Contains names of all borrowers with address of primary customer) |
| The system's Elements | PRIM_APL_NAME SPOUSE_APL_NAME PRIM_APA_ADDRESS1 PRIM_APA_ADDRESS2 PRIM_APA_ADDRESS3 |
| Translation: | PRIM_APL_NAME ',' SPOUSE_APL_NAME ',' PRIM_APA_ADDRESS1 ',' PRIM_APA_AD- DRESS2 ',' PRIM_APA_ADDRESS3 |

To setup the E-forms Elements

1. Click **Setup > Setup > Administration > User > Correspondence > Line of credit > E-Form Elements**
2. In the **E-form Elements Definitions** section, perform any of the [Basic Operations](#) mentioned in Navigation chapter.

A brief description of the fields is given below:

| Field: | Do this: |
|-------------|---|
| Level0 Type | Select the element Level0 type from the drop-down list. |

| Field: | Do this: |
|----------------|--|
| Source Code | Select the element e-form source code from the drop-down list. |
| Element Name | Specify the element name (the name used in the external form). |
| Description | Specify the element description. |
| Data Type Code | Select the element data type code from the drop-down list. |
| Translation | Select the translation for the e-form element (SQL statement fragment defining the element data), from the drop-down list. |
| Enabled | Check this box to enable the e-form element. |

3. Perform any of the [Basic Actions](#) mentioned in Navigation chapter.

3.6.1.4 **Documents**

The Documents screen enables you to set up the various documents and the data fields that the system compiles together when creating a correspondence. The system provides two different document formats: Word or XFDF: XML-based form.

Note

Oracle Financial Services Software assumes that the user is familiar with Word and the Merge Document command. If the user is creating e-form documents with XFDF, then Oracle Financial Services Software assumes that person is familiar with Adobe forms.

To setup documents to be compiled in correspondence

1. Click **Setup > Setup > Administration > User > Correspondence > Line of credit > Documents**.

2. In the **Document Definition** section, perform any of the [Basic Operations](#) mentioned in Navigation chapter.

The screenshot shows the Oracle Financial Services Lending and Leasing application interface. The 'Correspondence' window is open, displaying the 'Documents Definition' section. This section includes a table for defining documents with columns: Code, Description, File Name, Level0 Type, E-Form Source, Product, Source, and Enabled. Below this table are input fields for these fields, including dropdown menus for Level0 Type, E-Form Source, Product, and Source, and a checkbox for Enabled. The 'Document Elements' section below contains a table for defining document elements with columns: Seq Type, Element Name, Description, Data Type, Format Mask, Default Value, and Enabled. The 'Document Templates' section at the bottom contains a table for defining document templates with columns: File Name, Product, Customer State, Producer State, App/Acc St, New Template, Loaded, and Enabled.

A brief description of the fields is given below:

| Field: | Do this: |
|---------------|---|
| Code | Specify the document code to define the name for the new document. |
| Description | Specify the document description for the new document. This entry appears in the Correspondence section on the Request screen, when you generate an ad hoc correspondence. |
| File Name | Specify the document file name for the resulting file (Word or XFDF document). |
| Level0 Type | Select the level0 type from the drop-down list. |
| E-form Source | Select the element e-form source from the drop-down list. |
| Product | Select the document product from the drop-down list. |
| Source | Select the document source type from the drop-down list. |
| Enabled | Check this box to enable the document definition. |

3. Perform any of the [Basic Actions](#) mentioned in Navigation chapter.
4. In the **Document Elements** section, perform any of the [Basic Operations](#) mentioned in Navigation chapter.

A brief description of the fields is given below:

| Field: | Do this: |
|---------------|---|
| Seq | Specify the sequence number to order the document elements. |
| Type | <p>Select element type from the following from the drop-down list. This list provides the following options:</p> <p><i>System-defined</i> – If you select, the value is supplied by the system and cannot be changed in the Correspondence Request screen.</p> <p><i>Constant</i>.</p> <p><i>User Defined Element</i> – If you select, you can choose the value and change it in the Correspondence Request screen.</p> <p><i>User Defined Constant</i> – If you choose, you can choose the value, but you cannot change it in the Correspondence Request screen.</p> <p><i>Translated Element</i> – If a document contains an e-form element and you do not select this option, then the value will not be translated.</p> |
| Element Name | Select the element name from the drop-down list. |
| Description | <p>Specify element description.</p> <p>Notes:</p> <ol style="list-style-type: none"> 1. Check that the element name does not have blank spaces or special characters, such as the forward slash “/” or backward slash “\”. 2. If the element is system-defined, then the system will automatically complete this field. |
| Data Type | Select the element data type from the drop-down list. |
| Format Mask | Select the element format mask from the drop-down list. |
| Default Value | Specify the element default value. |
| Enabled | Check this box to include the element in the document. |

5. Perform any of the [Basic Actions](#) mentioned in Navigation chapter.
6. In the **Document Template** section, you can set the information about the template which is attached to the correspondence documents. The template thus saved is similar to the template functionality available in MS word. Perform any of the [Basic Operations](#) mentioned in Navigation chapter.

A brief description of the fields is given below:

| Field: | Do this: |
|----------------|--|
| File Name | Specify the file name to define the name for the new template. |
| Product | Select the product for which the template is valid, from the drop-down list. |
| Customer State | Select the customer state for which the product is valid, from the drop-down list. |

| Field: | Do this: |
|----------------|---|
| Producer State | Select the Producer state for which the product is valid, from the drop-down list. |
| App/Acc St | Select the Applicant/Account state for which the product is valid, from the drop-down list. |
| New Template | Check this box to load the template as a new template. |
| Loaded | Check this box to indicate that the template is loaded. |
| Enabled | Check this box to enable the template. |

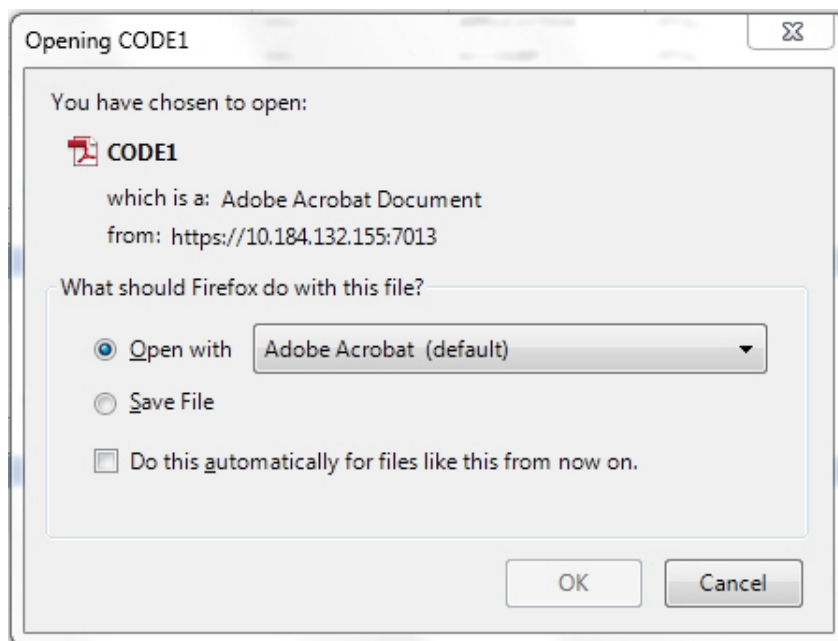
7. Perform any of the [Basic Actions](#) mentioned in Navigation chapter.

The Document Elements sub screen records the system's application or account information that appears in the ad hoc correspondence

To generate a data file for a document

1. In the **Document Definition** section of **Setup > Setup > Administration > User > Correspondence > Line of credit > Documents**, select the record for which you want to generate a data file.
2. Click **Gen. Data File** button.

The system displays a new screen with the following options:



- Open with – Select to view the data file in the format you want. The adjacent drop-down list provides a list of formats compatible with the system. The system downloads the file and displays it.
 - Save File – Select to save the data file on your system.
3. Check the box **Do this automatically for files like this from now on** to apply selected properties for the files which are similar to the current one.

3.6.1.5 Correspondence

The Correspondence screen enables you to define who will receive the documents you created on the Document Definition screen by creating correspondence sets. Each document must belong to a set, and a set can have more than one document.

To set up a correspondence set

1. Click **Setup > Setup > Administration > User > Correspondence > Line of credit > Correspondence**. The correspondence setup is classified into two:
 - Documents
 - Functions
2. In the **Correspondence** section, perform any of the [Basic Operations](#) mentioned in Navigation chapter.

The screenshot displays the Oracle Financial Services Lending and Leasing Correspondence setup screen. The interface includes a navigation pane on the left with a tree structure under 'Setup' > 'Administration' > 'User' > 'Correspondence'. The main area is titled 'Correspondence' and contains a table with columns: Code, Description, Print Schedule, Level, Group, Company, and Branch. The table lists two entries: TEST2 (ONLINE, ACCOUNT, 01 COLLECTION SET, ALL, ALL) and TEST3 (ONLINE, ACCOUNT, 01 CUSTOMER SERVICE SET, ALL, ALL). Below the table are input fields for * Code, * Description, * Print Schedule, * Level, * Group, * Company, * Branch, * Product, and * Enabled. There are also buttons for 'Save and Add', 'Save and Stay', 'Save and Return', and 'Return'. At the bottom, there is a 'Documents' section with a table for 'Documents' and a column for 'Recipient'.

A brief description of the fields is given below:

| Field: | Do this: |
|----------------|---|
| Code | Specify the correspondence code. |
| Description | Specify the correspondence description (required). |
| Print Schedule | Select the correspondence output schedule type from the drop-down list. |
| Level | Select the correspondence level type from the drop-down list. |
| Group | Select correspondence group from the drop-down list. |
| Company | Select the correspondence company from the drop-down list. |
| Branch | Select the correspondence branch from the drop-down list. |
| Product | Select the correspondence product from the drop-down list. |

| Field: | Do this: |
|---------|--|
| Enabled | Check this box to enable the correspondence. |

3. Perform any of the [Basic Actions](#) mentioned in Navigation chapter.
4. Click **Setup > Setup > Administration > User > Correspondence > Line of credit > Correspondence > Documents**.
5. In the **Documents** section, perform any of the [Basic Operations](#) mentioned in Navigation chapter.

A brief description of the fields is given below:

| Field: | Do this: |
|------------|---|
| Document | Select the correspondence document from the drop-down list. |
| Recipients | Select the recipients for the document from the drop-down list. |
| Enabled | Check this box to enable the recipient selected. |

6. Perform any of the [Basic Actions](#) mentioned in Navigation chapter.
7. Click **Setup > Setup > Correspondence > Line of credit > Correspondence > Functions**.
8. In the **Functions** sub screen, you can define the functions that should be executed before or after correspondence is generated. Perform any of the [Basic Operations](#) mentioned in Navigation chapter.

A brief description of the fields is given below:

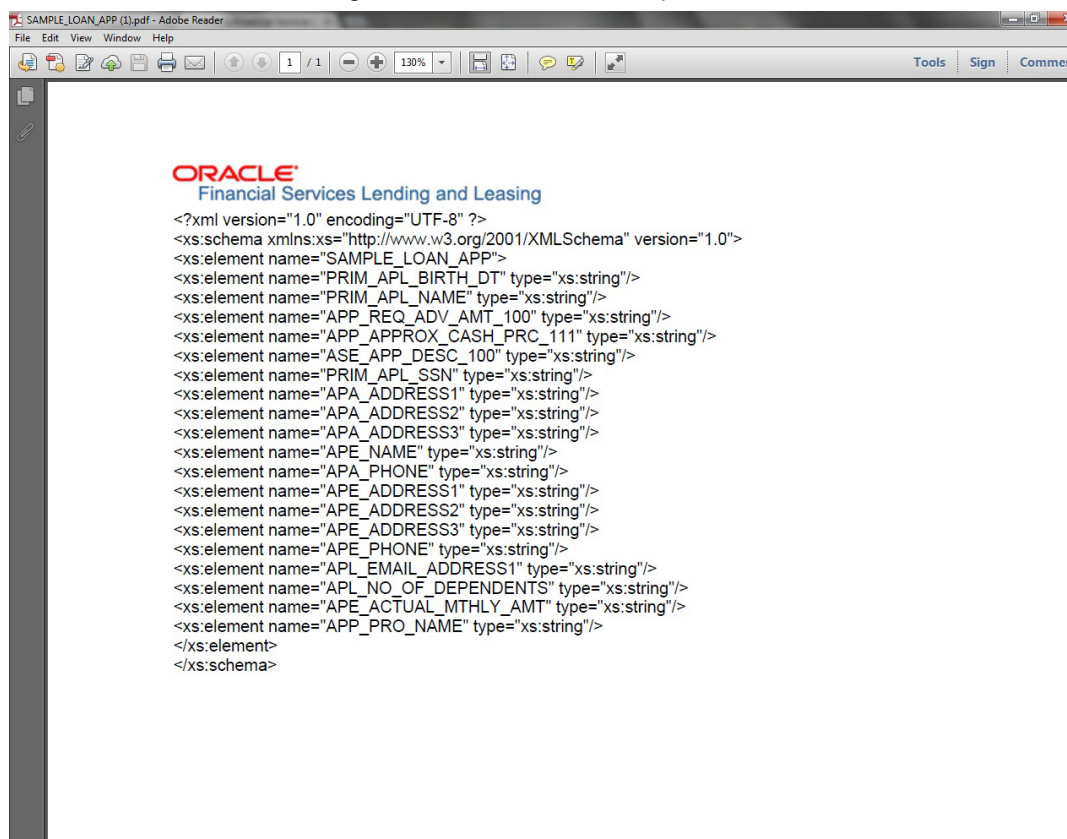
| Field: | Do this: |
|---------------|---|
| Function | Select the correspondence functions from the drop-down list. |
| Execute When? | Select when to execute the correspondence function from the drop-down list. |

9. Perform any of the [Basic Actions](#) mentioned in Navigation chapter.

3.6.2 Creating Correspondence

1. To create a correspondence add a record in the document definition block. *For example:* SAMPLE_LOAN_APP
2. In the **Document Elements** section, add the elements required in the correspondence.

3. Click on Gen.Data File to generate PDF file of the report.



4. Copy and save the content in the pdf file as an xml file. The saved xml file should have the same name as entered in the Code column of Document Definition section. *For Example: SAMPLE_LOAN_APP.xml.*
5. Open MS Word.

Note

Oracle Financial Services Software assumes that BIP Desktop Tool is installed and the user is familiar with the BIP Report Tool.

6. In BI Publisher Tab in MS Word, click on Sample XML and import the saved xml file. *For Example: SAMPLE_LOAN_APP.xml.*

7. Create the template by inserting required elements tag.

ORACLE®
Financial Services Lending and Leasing

APPLICATION FOR PURCHASE OF ASSET

BANK
LOAN APPLICATION FOR PURCHASE OF ASSET

| | | |
|----------------------------|---|-------------------------|
| Requested Loan Amount | : | APP_REQ_ADV_AMT_100 |
| Dealer | : | APP_PRO_NAME |
| Approx Value of Asset | : | APP_APPROX_CASH_PRC_111 |
| Description of Asset | : | ASE_APP_DESC_100 |
| Name of Applicant | : | PRIM_APL_NAME |
| Date of Birth | : | PRIM_APL_BIRTH_DT |
| SSN | : | PRIM_APL_SSN |
| Name & Address of Employer | : | APE_NAME |
| | | APE_ADDRESS1 |
| | | APE_ADDRESS2 |
| | | APE_ADDRESS3 |
| Employer Phone | : | APE_PHONE |
| Monthly Salary (Gross) | : | APE_ACTUAL_MTHLY_AMT |
| Number of dependants | : | APL_NO_OF_DEPENDENTS |
| Residence Address | : | APA_ADDRESS1 |
| | | APA_ADDRESS2 |
| | | APA_ADDRESS3 |
| Address Phone | : | APA_PHONE |
| E-mail | : | APL_EMAIL_ADDRESS1 |

8. The template created in MS Word should be saved with **.rtf** extension. *For Example:* SAMPLE_LOAN_APP.rtf

Note

The **.xml** and **.rtf** file should be saved with the same name as entered in the 'Code' column of Document Definition section.

9. Upload the rtf template in the BIP and create the data model with SQL query as "select CDO_XML_DOCUMENT from correspondence_docs where cdo_id = :docId".
10. After the data model creation, launch the correspondence screen and click Correspondence tab.
11. You can setup a correspondence with the created doc.

3.6.3 Generating Correspondence

1. To generate a correspondence open the application for which the correspondence should be generated.
2. Click **Correspondence** tab. In the **Correspondence** section, click on **Add**.

3. Select the created **Correspondence**. Click **Save and Add** to save and add a new record. Click to **Save and Return** save and return to main screen. Click **Return** to return to main screen without modifications.

4. Click **Generate** to generate the selected correspondence and **View Correspondence** to view the Correspondence in PDF format.

3.7 Queues

When processing an account, various users might work on the accounts to complete different tasks.

The account processing workflow facilitates the movement of the account from one person to another with queues. Queues create a work section of accounts waiting for a particular and common task to be performed. The system's powerful queuing module automates this otherwise manual process.

In the Queues setup screen, you can setup and manage workflow and work assignments on a daily basis to ensure that the appropriate queues are available for users at all times.

Any time an account's status is changed, the system checks whether the account is in the right queue.

The system will sort queues based on an account's status and condition. A condition is the state of an account at a particular time, such as a delinquent, which determines the action a user needs to take.

Queues in the system are distinguished to two types of queues:

1. Origination Queues
2. Customer Service Queues.

Customer service queues

In the Customer Service screen, queues create a work list of accounts waiting for a particular and common task to be performed, such as collecting on a delinquency. The system's powerful queuing module automates this otherwise manual process. The Queue Setup form allows you to manage workflow and work assignments and ensure that all accounts are in the queues of the appropriate users at all times.

Customer Service queues distribute and route accounts that require some particular action to be performed to specific users or departments. The system sorts customer service queues based on an account's status and condition.

Accounts become available for queue assignment when an account receives a condition. Conditions can be applied automatically by the system or manually by users. For example, during nightly processing, the system recognizes an account as delinquent and automatically assigns it a condition of DELQ ("Delinquent"). The users can manually change an account's condition using combination of Action and Result field entries on the **Servicing > Servicing > Customer Service > Customer Service > Customer Service > Call Activities**.

These Action and Result field entry combinations are set up on **Setup > Setup > Administration > User > Queues > Call Actions Results**.

The system associates an account with one or more queues based on multiple parameters, including user-defined criteria and the follow-up date. For example, customer service queues might be configured so accounts are parsed to users according to:

- Due date changes
- Deferment requests
- Title and insurance follow-up dates

Collections queues are included in the Customer Service queue. These queues focus on:

- General collections
- Bankruptcy
- Foreclosure
- Repossession
- Deficiency

Customer Service queues can be built online or in a nightly batch job. Within each queue, the order of the accounts can be sorted based on user-defined criteria.

Note

- Although, the system allows you to define your own selection criteria in creating queues, the system's performance depends on how the selection criterion is defined. The application highly recommends that you get approval from your database administrator before using any queue selection criteria. Also, avoid using user-defined tables and columns in the selection criteria.
 - You can use these same methods for creating and closing queues in the case of repossession, foreclosure and deficiency.
-

The Call Actions Results screen allows you to define the contents of the Action and Result fields on the Customer Service screen's Add Call Activities section. The system uses this information to allow users to manually change the condition of an account, and thus assign or remove the account to a queue.

Depending on how you set up call action result codes on the Call Actions screen, conditions and queues are created or closed. You can also restrict the use of certain call activities based on responsibility.

The lookup type ACC_CONDITION_CD defines which account conditions can be created. The application's queuing engine determines, if queues need to be created based on the information in the Lookups sub screen for this lookup type.

The following table displays the possible combinations of condition and queue.

| QUEUE | CONDITION | | |
|-------|-----------|-------|-----|
| | Open | Close | NA |
| Open | YES | NO | NO |
| Close | NO | YES | YES |
| NA | YES | NO | NO |

1. Condition: **Open**, Queue: **Open**

- In this state, both the account condition and queue are created or opened at the same time.
- The system's transaction-processing engine automatically creates DELQ, TIP, SCHGOFF conditions and queues; therefore, you need not setup any call action result with these conditions.
- CHGOFF is an account status, so no queues are created. To follow-up on charged-off accounts, create DEFICIENCY condition with this option.
- BKRP (Bankruptcy), REPO (Repossession), FORC (Foreclosure) account conditions and queues can be opened with this option. Also, account level indicators (for reporting purpose) are set.

Note

- An account is moved to the condition, when a Call activity is posted; however, the Queue is moved only when you click Update queue manually or in the EOD batch.
 - Accounts are automatically moved based on the system parameter set up.
-

2. Condition: **Open, Queue: **NA****

- In this state, only the account condition is created or opened.
- This option should be used only if queuing is not necessary on this account condition.

3. Condition: **NA, Queue: **Close****

- In this state, the queue associated to the account condition is closed.
- This option should only be used if an existing queue on this account condition should be closed. For example, for accounts with bankruptcy condition, delinquency follow-up is not necessary. In such case, DELQ queue can be closed while the condition is still open.
- DELQ, TIP, SCHGOFF queues can be closed by using this option.

4. Condition: **Close, Queue: **Close****

- In this state, both the account condition and queue are closed.
- The system's transaction-processing engine automatically closes DELQ, TIP, SCHGOFF conditions and queues; therefore, don't setup any call action result with these conditions.
- BKRP (Bankruptcy), REPO (Repossession), FORC (Foreclosure) account conditions and queues can be closed with this option. Also, account level indicators (for reporting purposes) are set.

Note

Condition will be removed from the Summary conditions section.

Navigating to Queues screen

1. On the Oracle Financial Services Lending and Leasing home screen, click **Setup > Setup > Queues**.
2. The system displays the Queue Setup screen. You can setup queues related to:
 - Customer Service
 - Call Action Results

3.7.1 Customer Service Tab

The Customer Service section allows you to set up the customer service queues. The screen includes a Hard Assigned box. When selected, the system assigns an equal amount of accounts to each individual user working on a that queue. Also, an account that is hard assigned will remain assigned to the individual who opens that account until that person is no longer working that queue

Customer Service command buttons

The Customer Service screen contains following three command buttons:

| Command button: | Function: |
|-----------------|---|
| Update Queue | Queues can be updated whenever selection criteria has been updated. They may also be updated manually, if the nightly batch fails. |
| Un-Assigned | Depends on location of the cursor when you choose this button. Customer Service - “Un-assigns” all accounts in this queue. Responsibilities and Users > Responsibilities - “Un-assigns” all accounts in this queue. Responsibilities and Users > User - “Un-assigns” all accounts assigned to the specific user. Unassigned accounts may now be selected by updating the queue and re-assigned. |
| Check Criteria | Reviews the selection criteria for errors. The system will not allow you to enable a queue with invalid selection criteria. |

To set up the Customer Service queues

- On the Queue Setup screen, click **Setup > Setup > Administration > User > Queues > Customer Service**. Queues are further filtered based on the following criteria:
 - Selection Criteria
 - Sort
 - Responsibilities and Users
 - Data node assignments
 - Group Assignment
- In the **Queue Definition** section, perform any of the [Basic Operations](#) mentioned in Navigation chapter.

A brief description of the fields is given below:

| Field: | Do this: |
|------------|---------------------|
| Queue Name | Specify queue name. |

| Field: | Do this: |
|---------------------|--|
| Queue Desc | Specify queue description. |
| Account Condition | Select account condition from the drop-down list. |
| Priority | Specify the priority. |
| Company | Select the company from the drop-down list. |
| Branch | Select the branch from the drop-down list. |
| Hard Assigned | Check this box to assign an equal amount of accounts to each individual user working on a that queue. Also, an account that is hard assigned remains assigned to the individual who opens that account until that person is longer working that queue. |
| Group Follow-up Ind | Check this box to enable the bank to indicate whether the accounts belonging to the same customer have to be followed-up in groups. |
| Near Real-Time | Check this box to select the queues for the near real time refresh. You can specify the time interval and frequency to run this queue. When a batch is run, it picks only customer service queues marked as "Real Time" queues for re-assignment. |
| Dialer Extract | Check this box to indicate if the accounts satisfying the selection criteria should be extracted from the batch process or not. If the user is hard-assigned, then user gets identified by the dialer system as 'Permission to call" user. The extract will also have data pertaining to customer time zone and privacy opt out indicator. |
| Enabled | Check this box to activate the queue. |

3. Perform any of the [Basic Actions](#) mentioned in Navigation chapter.
4. Click the **Setup > Setup > Administration > User > Queues > Customer Service > Selection Criteria**.
5. In the **Selection Criteria** section, you can define the account selection criteria with the following fields. Perform any of the [Basic Operations](#) mentioned in Navigation chapter.

A brief description of the fields is given below:

| Field: | Do this: |
|---------------------|---|
| Seq | Specify sequence numbers. |
| (| Specify left bracket. |
| Parameter | Select the parameter from the drop-down list. |
| Comparison Operator | Select comparison operator from the drop-down list. |
| Criteria Value | Specify criteria value. |
|) | Specify right bracket. |
| Logical Expression | Specify logical operator from the drop-down list. |

| Field: | Do this: |
|---------|--|
| Enabled | Check this box to enable the selection criteria. |

6. Perform any of the [Basic Actions](#) mentioned in Navigation chapter.
7. Click the **Setup > Setup > Administration > User > Queues > Customer Service > Sort**.
8. In the **Sort** section, you can define the order to sort the account selection criteria with the following fields. Perform any of the [Basic Operations](#) mentioned in Navigation chapter.

A brief description of the fields is given below:

| Field: | Do this: |
|------------|--|
| Seq | Specify sequence number. |
| AssAgpCode | Select sort field from the drop-down list. |
| Order | Select sort order from the drop-down list. |

9. Perform any of the [Basic Actions](#) mentioned in Navigation chapter.
10. Click **Setup > Setup > Administration > User > Queues > Customer Service > Responsibilities and Users**.
11. In the **Responsibilities** section, you can define the responsibilities that are authorized to work on the queue. Perform any of the [Basic Operations](#) mentioned in Navigation chapter.

A brief description of the fields is given below:

| Field: | Do this: |
|----------------|--|
| Responsibility | Select the responsibility from the drop-down list. |
| Enabled | Check this box to enable the responsibility. |

12. Perform any of the [Basic Actions](#) mentioned in Navigation chapter.
13. In the **Users** section, you can define the users who are authorized to work on the queue. Also, you can hard assign the queues to the user. Perform any of the [Basic Operations](#) mentioned in Navigation chapter.

Note

The system allows the work queue list to be sorted by user-defined criteria.

A brief description of the fields is given below:

| Field: | Do this: |
|---------------|--|
| Name | Select user name from the drop-down list. |
| # Assigned | Specify number of accounts assigned. |
| Hard Assigned | Check this box to hard assign. (For more information, see the following section in this chapter, Using the Hard Assigned Feature). |

| Field: | Do this: |
|---------|---------------------------|
| Enabled | Check this box to enable. |

14. Perform any of the [Basic Actions](#) mentioned in Navigation chapter.
15. Click **Setup > Setup > Administration > User > Queues > Customer Service > Data Node Assignments**. You can enable the administrator to configure the User interface nodes that should be made available for the applications that are being processed in that particular origination queue.
16. In the **Data Node Assignments** section, perform any of the [Basic Operations](#) mentioned in Navigation chapter.

A brief description of the fields is given below::

| Field: | Do this: |
|---------|--------------------------------------|
| Node | Specify the node. |
| Enabled | Check this box to enable the record. |

17. Perform any of the [Basic Actions](#) mentioned in Navigation chapter.
18. Click **Load Queue Nodes** on the Node Assignments sub screen to display the respective UI nodes in the origination module.
19. Click **Setup > Administration > User > Queues > Origination > Group Assignment**. In the Group Assignment sub tab, you can add user groups to Customer Servicing Queue and also if required, you can un-assign users from the user group.

Note

Modification of user details (adding or disabling users) within a user group which is added to Group Assignment will implicitly be updated in Responsibilities and Users tab also.

20. In the **User Group** section, Click **Add**. You can also perform any of the [Basic Operations](#) mentioned in Navigation chapter.

A brief description of the fields is given below:

| Field: | Do this: |
|------------|--|
| Group Name | Select the user group name from the drop-down list. The list displays the pre-defined user groups available in the system. |
| Enabled | Check this box to enable the user group. |

21. Perform any of the [Basic Actions](#) mentioned in Navigation chapter.
22. (Optional) Click 'Un-Assigned' button to un-assign all the users of the group in the queue.

Note the following:

- If the queue is 'Hard Assigned', then it implies that all users in the user group(s) attached to that queue are not 'Hard Assigned'. Hence all those Users should have to be explicitly marked as hard assigned in the queue added through user group.
- User added directly to the queue should be disabled manually. For common users present at Queue and User Group, you need to manually maintain the data in sync.

- Following table indicates various combinations for enabling and disabling Users and User Group(s) from Queue and User group(s).

| Entity | Added in Queue | Added in User Groups | Enabling and Disabling options |
|------------|----------------|----------------------|---|
| User | Yes | No | User should be disabled /enabled only in that particular Queue. |
| | No | Yes | User should be disabled / enabled in all the Queues where the user group is attached. |
| User Group | Yes | No | User group should be disabled /enabled only in that particular Queue. |
| | No | Yes | User group should be disabled / enabled in all the Queues where the user group is attached. |

Group Follow-up

The system enables lending institution to conduct “one time only” follow-up activity on the Customer Service screen, if the customer has multiple accounts in various conditions or in various queues. This avoids unnecessary confusions that arise when more than one user is performing collection tasks on multiple accounts belonging to the same customer.

You can follow-up on multiple accounts in the same condition at the same time using the group follow-up functionality. The system locks the accounts in the low priority queues and displays the same in the high priority queues. You can perform the follow-up activity on all the accounts when the account in the high priority queue becomes due for follow-up.

For example,

Suppose a customer holds three accounts, one that's 30 days delinquent and in the 0_30_DAYS_DEL queue, one that's 60 days delinquent and in the 30_60_DAYS_DEL queue and one that's 90 days delinquent and in the 90+_DAYS_DEL.

a) If each of the queues Group Followup Ind is unchecked on the Customer Service screen, then no group follow-up will be performed.

b) If each of the queues Group Followup Ind is checked on the Customer Service screen, while updating the follow-up date for the low priority days queue, then the system will use the 90 days follow-up date

c) If the Group Followup Ind is checked on Customer Service screen for the 0_30_DAYS_DEL and 30_60_DAYS_DEL queues and note the 90+_DAYS_DEL queue, and the customer has accounts in each of the queue, then the system will use the follow-up date of 60 days for the low priority account.

Using the Hard Assigned feature

The system's “Hard Assigned” queues feature allows companies to evenly distribute accounts between users. The following example explains how it works:

Let's say there are 40 unassigned accounts in a queue. Three users are assigned to the queue, Hard Assigned is checked for two.

When you select Update Queue on the Customer Service screen (or Oracle Financial Services Lending and Leasing processes the CUSTOMER SERVICE QUEUE PROCESSING nightly batch) each of the two Hard Assigned users receives 20 accounts, while the one that isn't marked as Hard Assigned receives zero.

If users already have accounts assigned to them, the system attempts to balance the workload when assigning new accounts. For example, let's say there are three users in a queue. The first has 15 accounts, the second has ten and the third has five. If there are ten new accounts, the system would give the third user the first 5 accounts, thus bringing that user's total to ten. The system splits the next five between the second and third, bringing their totals to 13 and 12, respectively.

Note

The system randomly assigns these accounts.

To set up a user as Hard Assigned feature

1. Click **Setup > Setup > Administration > User > Queues > Customer Service > Responsibilities and Users**.
2. In the **Responsibilities** section, select the level responsibility of the users you want to hard assign in the queue.
3. In the **Users** section, check the **Hard Assigned** check box for each user you want to hard assign.
4. On **Setup > Setup > Administration > User > Queues > Customer Service**, click **Update Queue** to distribute the applications in the queue to the hard assigned users.
The system displays an Information section with the message as "Queue creation submitted in background".
5. Choose **OK** beneath the **Error Message** section box containing the words NO ERROR.
The system distributes and hard assigns the accounts in the queue to the selected users in the Users section.
6. Perform any of the [Basic Actions](#) mentioned in Navigation chapter.

To remove a user

1. In the **Responsibilities** section, select the responsibility of the user you want to remove.
2. In the **Users** section, select the user you want to work with.
 - If you don't want that user to be hard assigned any longer, uncheck the **Hard Assigned** check box.
 - If you don't want that user to be assigned to that queue any longer, uncheck the **Enabled** check box.
3. The system updates the number of accounts assigned to a user only after:
 - Running the nightly batch job
 - Clicking the **Update Queue** button.
4. Perform any of the [Basic Actions](#) mentioned in Navigation chapter.

Queue Activity

The queue Activity sub tab allows you to add specific activities which are defined in Queues > Activity Tracking tab for the selected queue in 'Queue Definition' section. These activities can be tracked for updates in Customer Service > Queue Assignment tab.

1. In the Queue Activity Definition section, Click 'Add'. You can also perform any of the [Basic Operations](#) mentioned in Navigation chapter. A brief description of the fields is given below:

| Field: | Do this: |
|---------------|---|
| Activity Code | Select the Activity Code from the drop-down list. The list displays only those activities which are Enabled in Queues > Activity Tracking tab. In case the same 'Activity' is disabled in Queues > Activity Tracking tab after adding it here, the same needs to be manually disabled. |
| Enabled | Check this box to enable the selected activity. |

2. Perform any of the [Basic Actions](#) mentioned in Navigation chapter.

3.7.2 Call Action Results tab

1. Click **Setup > Setup > Administration > User > Queues > Call Action Results**. The screen contains two sections:
 - Call Actions
 - Call Results
2. In the **Call Actions** section, perform any of the [Basic Operations](#) mentioned in Navigation chapter.

You can either define new Call Action details or specify a new action code in the **New Action** field and click **Create Copy** to create a copy of selected call action with details.

The screenshot displays the Oracle Financial Services Lending and Leasing interface. The 'Queues' window is open, showing the 'Call Action Results' tab. The left sidebar contains a navigation menu with options like Dashboard, Origination, Servicing, Collections, WFP, Tools, and Setup. The 'Setup' section is expanded, showing 'Administration' and 'System'. The main area is divided into two sections: 'Call Actions' and 'Call Results'. The 'Call Results' section is active, showing a table with columns: Result Code, Description, Report Type, Right Person Contact, Followup Advance Unit, Value, and Enabled. The table contains several rows of data, including 'CALL BACK', 'HUNG UP', 'NO PROMISE', 'PAYMENT IN HAND (STORE)', 'PROMISE TO PAY', 'PAYMENT SENT BY MAIL', and 'RETURN CALL'.

A brief description of the fields is given below:

| Field: | Do this: |
|-------------|---|
| Action Code | Specify the action type code. |
| Description | Specify the description for the call action type. |
| Call Type | Select the call type from the drop-down list. |
| Enabled | Check this box to enable the call action. |

3. Perform any of the [Basic Actions](#) mentioned in Navigation chapter.
4. In the **Call Results** section, you can define call action result codes and corresponding descriptions. Perform any of the [Basic Operations](#) mentioned in Navigation chapter.
5. A brief description of the fields is given below:

A brief description of the fields is given below:

| Field: | Do this: |
|------------------------|--|
| Result Code | Specify the result type code for the specified call action type. |
| Description | Specify the description for the result type. |
| Report Type | Select the report type for the result type, from the drop-down list. |
| Right Person Contact | Check this box to indicate that result type is a right person contact. |
| Follow-up Advance Unit | Select the unit for advancing the follow-up date/time from the drop-down list. |
| Value | Specify the value for the follow-up advance unit. |
| Enabled | Check this box to enable the result. |

6. Perform any of the [Basic Actions](#) mentioned in Navigation chapter.

Queues are further filtered based on the following criteria:

- Conditions
- Responsibilities

The Conditions section determines whether the selected action/result will cause the listed conditions to be opened or closed. It also determines whether the queue will be opened or closed.

7. In the **Conditions** section, perform any of the [Basic Operations](#) mentioned in Navigation chapter.

A brief description of the fields is given below:

| Field: | Do this: |
|-----------|--|
| Condition | Select the account condition to be open/close for the action from the drop-down list. |
| Condition | Select 'Open' to open the listed condition, 'Close' to open the listed condition, or 'NA', if the condition is not applicable. |
| Queue | Select 'Open' to open the listed Queue, 'Close' to open the Queue, or 'NA', if the Queue is not applicable. |
| Enabled | Check this box to enable the account condition. |

8. Perform any of the [Basic Actions](#) mentioned in Navigation chapter.
9. In the **Responsibilities** section, define the responsibilities that are authorized to use the call action result combination. Perform any of the [Basic Operations](#) mentioned in Navigation chapter.

A brief description of the fields is given below:

| Field: | Do this: |
|----------------|---|
| Responsibility | Select the responsibility that can perform the action result from the drop-down list. |
| Allowed | Select 'Yes' if access is allowed. |
| Enabled | Check this box to enable the responsibility. |

10. Perform any of the [Basic Actions](#) mentioned in Navigation chapter.

3.7.3 Activity Tracking

The Activity Tracking tab in Queues screen allows you to define 36 different activities at any given time. You can define unique Action and Result for each activity and also set the activity expiry duration beyond which new actions can be defined for the same activity.

The Activity defined in this tab is used in User > Queues > Customer Service > Queue Activity tab to define activities for selected 'Queue Definition' which in-turn is used in Customer Service > Queue Assignments tab to track the updates from call activity results.

The screenshot displays the 'Queues' application window with the 'Activity Tracking' tab selected. The 'Activity Definition' section contains a table with the following data:

| Activity Code | Description | Action | Result | Activity Expiry Days | Enabled |
|---------------|-------------|-----------------|------------------|----------------------|---------|
| A33 | ACTIVITY 33 | PAID ACCOUNT | ACCOUNT BROUG... | 32 | N |
| A07 | ACTIVITY 7 | CUSTOMER CALLED | UNABLE TO PAY | 5 | Y |
| A06 | ACTIVITY 6 | CUSTOMER CALLED | RETURN CALL | 7 | Y |
| A05 | ACTIVITY 5 | CUSTOMER CALLED | CALL BACK | 8 | Y |

Below the table, there are input fields for defining a new activity:

- * Activity Code: [Dropdown]
- Description: [Text Field]
- * Action: [Dropdown]
- * Result: [Dropdown]
- * Activity Expiry Days: [Text Field]
- * Enabled: ☐

Buttons at the bottom include 'Save and Add', 'Save and Stay', 'Save and Return', and 'Return'.

1. In the Activity Definition section, Click 'Add'. You can also perform any of the [Basic Operations](#) mentioned in Navigation chapter. A brief description of the fields is given below:

| Field: | Do this: |
|---------------|--|
| Activity Code | Select the activity code from the drop-down list. The list displays pre-defined activity codes which are enabled as part of 'QUEUE_ACTIVITY_TYPE_CD' lookup code maintained in the system. |
| Description | View the description of activity code. |
| Action | Select the Action for the activity from the drop-down list. The list displays all the customer service call actions available in the system. |
| Result | Select the appropriate Result for the action from the drop-down list. The list is sorted with results based on the action selected. |

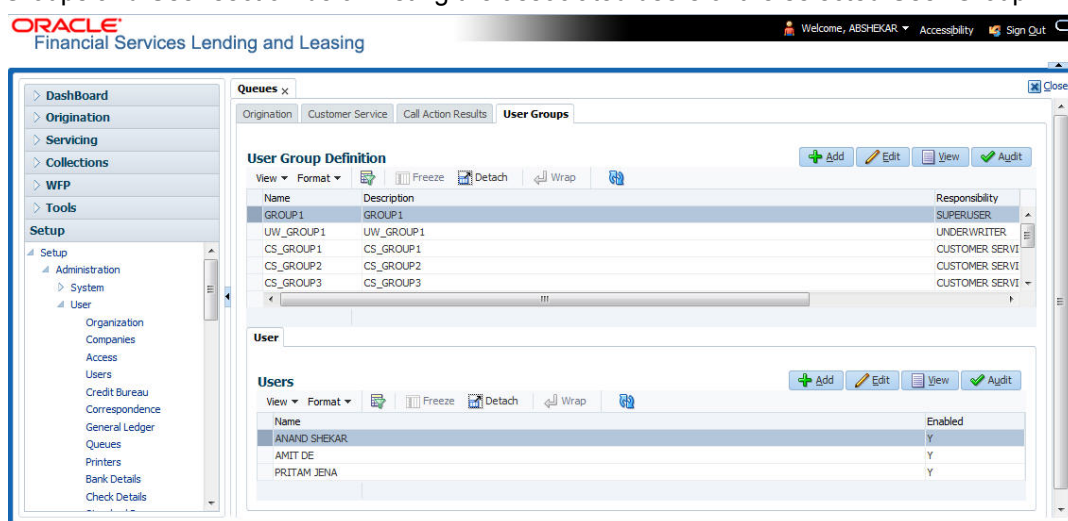
| Field: | Do this: |
|----------------------|---|
| Activity Expiry Days | Specify the number of days after which the activity has to expire (i.e. status set 'N'). An activity code in 'N' status can be used to associate new action for tracking. |
| Enabled | Check this box to enable the activity. |

2. Perform any of the [Basic Actions](#) mentioned in Navigation chapter.

3.7.4 User Groups Tab

The User Groups tab in Queues is a centralized repository which allows you to define user groups, add and remove users from user groups.

The User Groups tab consists of User Group Definition section listing the defined User Groups and User section below listing the associated users of the selected User Group.



To define a User Group

1. On the Oracle Financial Services Lending and Leasing home screen, click **Setup > Administration > User > Queues > User Groups**.
2. In the **User Groups** section, Click **Add**. You can also perform any of the [Basic Operations](#) mentioned in Navigation chapter.

A brief description of the fields is given below:

| Field: | Do this: |
|----------------|---|
| Name | Specify user group name. |
| Description | Specify an appropriate user group description. The same is used while referring this User Group on other screens. |
| Responsibility | Select the responsibility of the user group from the drop-down list. You can later add only those 'Users' who have the selected responsibility into the user group. |
| Enabled | Check this box to enable the user group. |

3. Perform any of the [Basic Actions](#) mentioned in Navigation chapter.

To add Users to User Group

1. On the Oracle Financial Services Lending and Leasing home screen, click **Setup > Administration > User > Queues > User Groups**.
2. In the **User Groups** section, select the required User Group.
3. In the **Users** section, Click **Add**. You can also perform any of the [Basic Operations](#) mentioned in Navigation chapter.

A brief description of the fields is given below:

| Field: | Do this: |
|---------|--|
| Name | Select the user from the drop-down list, The list displays the available users based on the responsibility defined for the user group. |
| Enabled | Check this box to enable the user. |

4. Perform any of the [Basic Actions](#) mentioned in Navigation chapter.

3.8 Printers

The Printers screen allows you to set up an unlimited number of network printers and fax devices to be used with the system server. The system uses the information on this screen while selecting a printer, when the printing process involves a batch job or uses a job scheduler. Examples include printing reports and correspondence.

The printers and fax devices can be set up at each organization, division, or department to promote efficient printing of documents, and reports. The system uses this information during product setup and on the Letters screen in the **Batch Printer** field.

Special printer names

The following printer names are predefined and have specific functions within the system:

| Name | Description |
|-----------|--|
| UNDEFINED | Indicates that the document to be printed is to be previewed in your browser instead of actually printing the document. |
| ARCHIVE | Instead of sending an item to the printer, the system generates a PDF document and saves it in the archive directory on your server. |
| EMAIL | For Line of Credit origination correspondences that can be faxed, the system e-mails the document as a PDF attachment to the consumer for direct Line of Credit or to the producer in the case of indirect Line of Credit. |
| FAX | For Line of Credit origination correspondences that can be faxed, the system generates a PDF document and will send to the fax server defined in System Parameters. |

Additionally, you may set up composite entries in the Printer Name field to perform two or more functions at the same time. This can be done by defining a printer name with the following format:

PRINTER NAME = <PRINTER_NAME1> + <PRINTER_NAME2>

For example, if a printer named JET4050 was previously defined, as were the special printer names listed above, then the following additional printers could be defined:

| Name | Description |
|-----------------------|---|
| JET4050+ARCHIVE | Prints the document with the jet4050 printer and archives the document. |
| FAX+ARCHIVE | Faxes and archives the document. |
| EMAIL+ARCHIVE+JET4050 | E-mails, archives, and prints the document with the jet4050 printer. |

To set up the Printers

1. Click **Setup > Setup > Administration > User > Printers**. The system displays the Printers screen
2. In the **Printers** section, perform any of the [Basic Operations](#) mentioned in Navigation chapter.

The screenshot shows the Oracle Financial Services Lending and Leasing interface. The left sidebar contains a navigation menu with options like Dashboard, Origination, Servicing, Collections, WFP, Tools, Setup, Administration, System, Lookups, User Defined Tables, Audit Tables, User Defined Definitions, Transaction Codes, Data Files, Dedupe, Securitization, Events, Batch Jobs, Producer Cycles, Vendors, Collection Cycles, Reports, Error Messages, Translations, User, Organization, Companies, Access, Users, Credit Bureau, Correspondence, General Ledger, Queues, Printers, Bank Details, Check Details, Standard Payees, Currencies, Zip Codes, and Products. The main window is titled 'Printers' and contains a 'Printer Definition' section. This section includes a table with columns: Printer Name, Description, Organization, Division, Department, Default, and Enabled. The table lists several predefined printers: UNDEFINED, archive, email, fax, and g9h3z9q3jk. Below the table is a form for adding a new printer, with fields for Printer Name, Description, Organization, Division, Department, and Default, and a checkbox for Enabled. The form also includes buttons for 'Save and Add', 'Save and Stay', 'Save and Return', and 'Return'.

A brief description of the fields is given below:

| Field: | Do this: |
|--------------|---|
| Printer Name | Specify the printer name. The name of the printer as defined by the server. For a UNIX server, the name might be JET4050, while to access the same printer from a Windows server the name would be: \\servername\jet4050. |
| Description | Specify the description for the printer. |
| Organization | Select the organization to which the printer belongs, from the drop-down list. |

| Field: | Do this: |
|------------|--|
| Division | Select the division to which the printer belongs, from the drop-down list. The division will be displayed based on the organization selected. |
| Department | <p>Select the department to which the printer belongs, from the drop-down list. The department will be displayed based on the division selected.</p> <p>IMPORTANT: When you select a printer to use, the system searches for a best match using the following attributes:</p> <ul style="list-style-type: none"> 1 Organization 2 Division 3 Department <p>Hence, Oracle recommends creating a version of each edit, where ALL is the value in these fields.</p> <p>It is also recommended that, you define a default printer for an Organization, Division and Department.</p> |
| Default | Check this box to set the printer as a default printer. |
| Enabled | <p>Check this box to enable the printer and that the printer is active.</p> <p>Note: Never disable the UNDEFINED printer.</p> |

3. Perform any of the [Basic Actions](#) mentioned in Navigation chapter.

3.9 Currencies

The Currencies link allows you to set up currency details.

Navigating to currencies

- Click **Setup > Setup > Administration > User > Currencies**. The system displays the Currencies screen. In this screen, you can set up:
 - Currency Definition
 - Currency Pair Definition

3.9.1 Currency Definition

The Currency Definition screen allows you to set up currency details.

To set up the currency definition information

- Click **Setup > Setup > Administration > User > Currencies > Currency**. The system opens the Currency Definition tab by default.

2. In the **Currency** section, perform any of the [Basic Operations](#) mentioned in Navigation chapter.

| Currency | Currency Name | Country | Enabled |
|----------|---------------|---------------|---------|
| INR | INDIAN RUPEE | INDIA | Y |
| EUR | EURO | IRELAND | Y |
| JPY | JAPANESE YEN | JAPAN | Y |
| OMR | RIAL | SAUDI ARABIA | Y |
| USD | US DOLLAR | UNITED STATES | Y |

A brief description of the fields is given below:

| Field: | Do this: |
|---------------|--|
| Currency | Select the currency you want to define, from the drop-down list. |
| Currency Name | The system displays the currency name based on the currency selected. |
| Country | Select the country for which the currency is defined, from the drop-down list. |
| Enabled | Check this box to enable the currency entry. |

3. Perform any of the [Basic Actions](#) mentioned in Navigation chapter.

3.9.2 **Currency Pair link**

The Currency Pair Definition link allows you to set up currency pair details.

To set up the currency pair definition information:

1. Click **Setup > Setup > Administration > User > Currencies > Currency Pair**. The system displays the Currency Pair Definition screen

2. In the **Currency Pair Definition** section, perform any of the [Basic Operations](#) mentioned in Navigation chapter.

Currency Pair Definition

| Currency | Currency Pair Code | Through Currency | Through Currency Code | Enabled |
|--------------|--------------------|------------------|-----------------------|---------|
| EURO | RIAL OMANI | N | | N |
| EURO | YEN | N | | Y |
| EURO | US DOLLAR | N | | Y |
| YEN | EURO | N | | Y |
| YEN | US DOLLAR | N | | Y |
| RIAL OMANI | EURO | Y | US DOLLAR | Y |
| RIAL OMANI | YEN | Y | US DOLLAR | Y |
| RIAL OMANI | US DOLLAR | N | | Y |
| US DOLLAR | EURO | N | | Y |
| US DOLLAR | YEN | N | | Y |
| US DOLLAR | RIAL OMANI | N | | Y |
| EURO | EURO | N | EURO | N |
| INDIAN RUPEE | YEN | N | | Y |

Input fields: * Currency, * Currency Pair Code, * Through Currency Code, * Enabled ☐

Buttons: Save and Add, Save and Stay, Save and Return, Return

A brief description of the fields is given below:

| Field: | View this: |
|-----------------------|--|
| Currency Code | Select the currency code from the drop-down list. |
| Currency Pair Code | Select the currency pair code from the drop-down list. |
| Through Currency | Check this box to set the selected currency as a through currency. |
| Through Currency Code | Select the through currency code from the drop-down list. |
| Enabled | Check this box to enable the currency pair entry. |

3. Perform any of the [Basic Actions](#) mentioned in Navigation chapter.

3.10 Zip Codes

The Zip Codes screen allows you to set up zip code details.

To set up the zip codes information

1. Click **Setup > Setup > Administration > User > ZipCodes**. The system displays the Zip Codes screen

- In the **Zip Codes** section, perform any of the [Basic Operations](#) mentioned in Navigation chapter.

The screenshot displays the Oracle Financial Services Lending and Leasing application interface. The main window is titled "Zip Codes" and contains a table with the following columns: Country, State, Zip, City, and County. The table lists various zip codes for the United States, including entries for Puerto Rico and the US Virgin Islands. Below the table, there are input fields for Country, Zip, City, and County, along with buttons for "Save and Add", "Save and Stay", "Save and Return", and "Return".

A brief description of the fields is given below::

| Field: | View this: |
|----------|---|
| Country | Select the country from the drop-down list. |
| State | Select the state from the drop-down list. |
| Zip Code | Specify the zip code (required). |
| City | Specify the city. |
| County | Specify the county. |

- Perform any of the [Basic Actions](#) mentioned in Navigation chapter.

4. Product

Under the Setup master tab's drop-down link bar, the product Setup link opens screens that enable you to configure the basic business guidelines necessary to support one or more products in the system. This includes defining the types of collateral your company supports, creating lending instruments, and determining what is included in credit bureau reporting. Setting up the Products screens requires a thorough understanding of the current rules of your business and must be completed before you can use Oracle Financial Services Lending and Leasing. The Products drop-down link opens screens to record data of all the products supported by the system and contains the following links:

Navigating to Products

In the **Setup > Setup > Products** link enables you to setup the options related to following closed ended products your company offers:

- Asset Types
- Scoring Parameters
- Products
- Contract
- Scoring Models
- Fees
- Checklists
- Statement Messages
- Letters

This chapter explains how to setup the screens associated with each one.

4.1 Asset Types

In Assets types you can setup the asset types that can serve as an application or account's collateral.

The information on the Assets screen is used by the system to automatically display the appropriate collateral screen (Vehicle, Home, or Other) on the Application Entry screen.

The system recognizes the following four types of collateral:

| Collateral Type | Description |
|--------------------------------------|--|
| Home collateral | Homes, manufactured housing, or any real estate collateral. |
| Vehicle collateral | All vehicle types, such as cars, trucks, and motorcycles. |
| Household goods and other collateral | All other collateral types not defined as home, vehicle, or unsecured; for example, household items such as water heaters, televisions, and vacuums. |
| Unsecured collateral | All unsecured lending instruments. (This collateral type makes the collateral tabs on the system forms unavailable.) |

The Asset Sub Type section allows you to further categorize an asset; for example, the asset type VEHICLE might be categorized as CAR, TRUCK, or VAN.

The Attributes/Addons and Makes and Models sub screens continue to further detail the asset both in description and value. For example, a VEHICLE asset might include addons such as LEATHER SEATS and CRUISE CONTROL.

Note

Neither asset types nor asset sub types can be deleted. As they may have been used in the past, the display and processing of that data is still dependent on the existing setup.

To set up the Asset Types

You can either define new Asset Type or specify a new name in the **New Asset Type** field and click **Create Copy** to create a copy of selected asset with details.

1. Click **Setup > Setup > Products > Asset Types**.
2. In the **Asset Type** section, perform any of the [Basic Operations](#) mentioned in Navigation chapter.

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Asset Types

| Asset Type | Description | Collateral Type | Company | Branch | Enabled |
|------------|-----------------|--------------------------------------|-------------|------------|---------|
| GOODS | HOUSEHOLD GOODS | HOUSEHOLD GOODS AND OTHER COLLATERAL | ALL | ALL | Y |
| HOME | HOME | HOME COLLATERAL | ALL | ALL | Y |
| JC | JC | VEHICLE COLLATERAL | SHANKI_COMP | BLR_BRANCH | Y |
| TEST1 | TEST1 | VEHICLE COLLATERAL | ALL | ALL | N |
| VEHICLE | VEHICLE | VEHICLE COLLATERAL | ALL | ALL | Y |

Asset Sub Type

| Asset Sub Type | Description | Asset Property Type | Enabled |
|----------------|-------------------------------------|---------------------|---------|
| GEN_EQUIPMENT | GENERAL HOUSEHOLD GOODS / EQUIPMENT | INDERMEDIATE | Y |

Asset Sub Type

Asset Sub Type: GEN_EQUIPMENT
 * Description: GENERAL HOUSEHOLD GOODS / EQUIPMENT
 * Asset Property Type: INDERMEDIATE

Attributes / Addons

Asset Attributes

| Attribute/Addon | Description | Default | Value | Enabled |
|---------------------|-------------|---------|-------|---------|
| No data to display. | | | | |

A brief description of the fields is given below:

| Field: | Do this: |
|-----------------|--|
| Asset Type | Specify the asset type. |
| Description | Specify the description for the asset. (This is the asset type which will appear throughout the system). |
| Collateral Type | <p>Select the collateral type (the general category that the asset type falls within) from the drop-down list.</p> <p>Note: There is no need to define an asset for UNSECURED COLLATERAL, as by definition there is no asset on such account.</p> |

| Field: | Do this: |
|---------|--|
| Company | Select the portfolio company to which the asset type belongs, from the drop-down list. These are the companies within your organization that can make Lines using this asset type. This may be ALL or a specific company. |
| Branch | Select the portfolio branch to which the asset type belongs, from the drop-down list. This is the branch within the selected company that can make Lines using this asset type. This may be ALL or a specific branch. This must be ALL if in the Company field you selected ALL. IMPORTANT: By selecting which asset type to use, the system searches for a best match using the following attributes: 1 Company 2 Branch Hence, the system recommends creating one version of each asset type where ALL is the value in these fields. |
| Enabled | Check this box to enable the asset type and indicate that the asset type is currently in use. |

3. Perform any of the [Basic Actions](#) mentioned in Navigation chapter.
4. In the **Asset Sub Type** section, perform any of the [Basic Operations](#) mentioned in Navigation chapter.

A brief description of the fields is given below:

| Field: | Do this: |
|---------------------|--|
| Asset Sub Type | Specify the asset sub type. |
| Description | Specify the description for the asset subtype |
| Asset Property Type | Select the type of property from the drop-down list. |
| Enabled | Check this box to enable the asset sub type. |

5. Perform any of the [Basic Actions](#) mentioned in Navigation chapter.
6. Click **Setup > Setup > Products > Assets > Attributes/Addons**.
7. In the **Attributes/Addons** section, perform any of the [Basic Operations](#) mentioned in Navigation chapter.

A brief description of the fields is given below:

| Field: | Do this: |
|-----------------|--|
| Attribute/Addon | Displays the asset attribute or addon name for the selected asset). |
| Description | Select the description for the asset attribute/addon from the drop-down list. |
| Default | Specify the default text to be copied or displayed when the asset attributes and addons fields are completed on an application for this asset. |

| Field: | Do this: |
|---------|--|
| Value | Specify the default monetary value to be copied or displayed when the asset attributes and addons fields are completed on an application for this asset. |
| Enabled | Check this box to enable the asset attribute/Addon and indicate that it is available for this type of asset. |

8. Perform any of the [Basic Actions](#) mentioned in Navigation chapter.
9. Click the **Setup > Setup > Products > Assets > Makes and Models**.
10. In the **Makes and Models** section, perform any of the [Basic Operations](#) mentioned in Navigation chapter.

A brief description of the fields is given below:

| Field: | Do this: |
|------------|---|
| Make | Specify asset make. |
| Model | Specify asset model. |
| Style | Specify asset style type. |
| Model Year | Specify asset model year. |
| Enabled | Check this box to enable the asset make and model and indicate that it is included on fields for this asset type. |

11. Perform any of the [Basic Actions](#) mentioned in Navigation chapter.

4.2 Scoring Parameters

With the Scoring Parameters, you can define the scoring parameters of a company's credit scorecard and behavioral scoring.

Pricing scores apply to applications and are based on information recorded during origination, behavioral scoring applies to accounts and is based on account history attributes and performed on a monthly basis.

Behavioral scoring

Behavioral scoring examines the repayment trends during the life of the account and provides a current analysis of the customer. This logical and systematic method identifies which accounts are more likely to perform favorably versus accounts where poorer performance is probable. This is useful when determining which other Lines of credit/loan products a customer may qualify for.

This information appears on the Customer Service form in the Account Details screen's Activities section.

To set up the Scoring Parameters

You can either define new **Scoring Parameters** or specify a new name in the **New Parameter** field and click **Create Copy** to create a copy of selected parameter with details.

1. Click **Setup > Setup > Products > Scoring Parameters**.

2. In the **Parameters** section, perform any of the [Basic Operations](#) mentioned in Navigation chapter.

The screenshot shows the Oracle Financial Services Lending and Leasing interface. The 'Scoring Parameters' window is open, displaying a table of parameters and a detailed view for the 'BEHAVIORAL_SCORE' parameter.

| Parameter | Description | Data Type | Scoring Type | Enabled |
|------------------|------------------|-----------|--------------------|---------|
| BEHAVIORAL_SCORE | BEHAVIORAL SCORE | NUMBER | BEHAVIORAL SCORING | Y |
| FICO_SCORE | FICO SCORE | NUMBER | CREDIT SCORING | Y |
| JC | JC | NUMBER | CREDIT SCORING | N |
| TEST | TEST | CHARACTER | CREDIT SCORING | N |

The detailed view for 'BEHAVIORAL_SCORE' shows the following fields:

- Parameter: BEHAVIORAL_SCORE
- Description: BEHAVIORAL SCORE
- Data Type: NUMBER
- Scoring Type: BEHAVIORAL SCORING
- Enabled: ☒

The 'Formula Definition' section shows a table with one entry:

| Seq | Variable | Constant Value | Mathematical Operator | Enabled |
|-----|--------------|----------------|-----------------------|---------|
| 1 | ACC_DLO_DAYS | | | Y |

A brief description of the fields is given below:

| Field: | Do this: |
|--------------|---|
| Parameter | Specify the name of the scoring parameter. The system recommends entering a name that in some way reflects how the parameter is used; for example, use FICO_SCORE instead of PARAMETER_1. |
| Description | Specify a description of the parameter. Again, Specify a name that reflects how the parameter is used; for example, use FICO SCORE and WEIGHTED FICO SCORE instead of FICO SCORE NUMBER 1 and FICO SCORE NUMBER 2. |
| Data Type | Select the data type of the scoring parameter being defined from the drop-down list. This determines how the system handles the values. (While DATE and CHARACTER are available data types, generally only NUMBER should be used when defining a scoring parameter. |
| Scoring Type | Select the scoring type from the drop-down list: CREDIT SCORING or BEHAVIORAL SCORING. |
| Enabled | Check this box to enable and indicate that the scoring parameter is available. |

3. Perform any of the [Basic Actions](#) mentioned in Navigation chapter.

The **Formula Definition** section allows you to define a mathematical expression of the scoring parameter you want to define. The expression may consist of one or more sequenced entries. All arithmetic rules apply to the formula definition. If errors exist in the formula definition, the system displays an error message in this section when you choose Show Expression.

4. In the **Formula Definition** section, perform any of the [Basic Operations](#) mentioned in Navigation chapter.

A brief description of the fields is given below:

| Field: | Do this: |
|-----------------------|---|
| Seq | Specify the sequence number (the order in which the formula definition variable will be assembled and evaluated). |
| (| Specify a left bracket, if you need to group part of your formula definition. |
| Variable | Select the variable from a validated field based on the user-defined table SCR_CRED_SUMMARY: SCORING PARAMETERS, from the drop-down list. |
| Constant Value | Specify the constant value (optional). |
| Mathematical Operator | Select the math operator to be used on the adjacent formula definition rows, from the drop-down list. |
|) | Specify a right bracket, if you are grouping part of your formula definition. |
| Enabled | Check this box to enable the formula and indicate that it is included when building a definition for the scoring parameter. |

5. Perform any of the [Basic Actions](#) mentioned in Navigation chapter.
6. In the **Parameters** section, click **Show Expression**.

The mathematical expression appears in the Formula Expression section (in sequential order) in the Expression field.

4.3 Products

The Product screen defines the closed ended products your organization offers. This screen is enhanced to support Islamic along with the conventional.

A product is based on the following attributes:

- The collateral type and sub type
- The billing cycle
- Whether the amount is paid directly or indirectly to the customer

The Product Definition section records details about the product, such as the description, collateral type and sub type, credit bureau reporting attributes, and billing cycle.

The Product Itemization section is used to define itemized entries for a product. This information is used on the Itemization sub screens of the Application Entry and Application screens.

To set up the Product

You can either define new Product details or specify a new product code in the **New Product** field and click **Create Copy** to create a copy of selected product with details.

1. On the Oracle Financial Services Lending and Leasing home screen, **Setup > Setup > Administration > User > Products > Products > Line**.

2. In the Product Definition section, perform any of the [Basic Operations](#) mentioned in Navigation chapter.

The screenshot displays the Oracle Financial Services Lending and Leasing Product Definition interface. It features a 'Line Product' table with the following data:

| Product | Description | Start Dt | End Dt | Direct | Enabled | Collateral Type | Collateral Sub Type | Credit Bureau Portfolio Type |
|---------------|---------------------|------------|------------|--------|---------|----------------------|---------------------------|------------------------------|
| LINE-UNSEC | LINE UNSEC (VR) | 12/15/2015 | 12/31/4000 | Y | N | UNSECURED COLLATERAL | UNSECURED | LINE OF CREDIT |
| LOC | LINE UNSECURED (VR) | 12/07/1993 | 12/31/4000 | Y | Y | UNSECURED COLLATERAL | UNSECURED | LINE OF CREDIT |
| LOC-FR | LINE HE (FR) | 12/19/2000 | 12/31/4000 | Y | Y | HOME COLLATERAL | REAL PROPERTY HOME | LINE OF CREDIT |
| LOC-HE | LINE HE (VR) | 12/07/1993 | 12/31/4000 | Y | Y | HOME COLLATERAL | REAL PROPERTY HOME | LINE OF CREDIT |
| LOC-HE-RAH | LINE RAH/HE (VR) | 12/19/2005 | 12/31/4000 | Y | Y | HOME COLLATERAL | REAL PROPERTY HOME | LINE OF CREDIT |
| PRODUCTLINEST | PRODUCTLINEST | 01/01/1988 | 12/31/4000 | Y | N | VEHICLE COLLATERAL | PERSONAL PROPERTY VEHICLE | INSTALLMENT |

Below the table, there are input fields for the following fields:

- * Product
- * Description
- * Start Dt
- * End Dt
- * Direct
- * Enabled
- * Collateral Type
- * Collateral Sub Type
- * Credit Bureau Portfolio Type
- * Credit Bureau Account Type
- * Billing Cycle
- * Category
- Index Rounding

Buttons for 'Save and Add', 'Save and Stay', 'Save and Return', and 'Return' are located at the bottom right of the form.

A brief description of the fields is given below:

| Field: | Do this: |
|-----------------|--|
| Product | Specify the product code as defined by your organization (in other words, how you want to differentiate the products). For example, products can be differentiated according to asset. The product code, or name, is unique. |
| Description | Specify the description of the product. (This is the product description as it appears throughout the system). |
| Start Dt | Specify the start date for the product. You can even select the date from the adjoining Calendar icon. |
| End Dt | Specify the end date for the product. You can even select the date from the adjoining Calendar icon. |
| Direct | Check this box, if you need the product to be originated directly to customer. (In this case, the compliance state is the state listed in the customer's current mailing address.) If unchecked, the product is an indirect lending product; that is, payment is made to the producer. (In this case, the compliance state is the state listed in the producer's address.) |
| Enabled | Check this box to activate the product. Note: You can check this box only when Rate adjustment schedule is maintained, i.e., All the products should be variable rate products |
| Collateral Type | Select the collateral type for the product, from the drop-down list. This field identifies what type of collateral is associated with the and assists the system in identifying the correct screen(s) to display. |

| Field: | Do this: |
|-------------------------------|---|
| Collateral Sub Type | Select the collateral sub type for the product, from the drop-down list. |
| Credit Bureau Portfolio Type* | Select the credit bureau portfolio type for the product, from the drop-down list. |
| Credit Bureau Account Type* | Select the account type for the product, from the drop-down list. *Note: The Credit Bureau Portfolio Type and Credit Bureau Account Type fields determine how the portfolio is reported back to the credit bureaus. |
| Billing Cycle | Select the billing cycle for the product, from the drop-down list. |
| Category | Select the category as Standard for the conventional product and Islamic for the Islamic product, from the drop-down list. This serves to group products for reporting purposes. |

3. Perform any of the [Basic Actions](#) mentioned in Navigation chapter.

4.3.1 Product Itemizations

1. Click **Setup > Setup > Administration > User > Products > Products > Line > Product Itemizations**.
2. In the Product Itemization sub screen, perform any of the [Basic Operations](#) mentioned in Navigation chapter.

A brief description of the fields is given below:

| Field: | Do this: |
|---------------|---|
| Itemization | Select the itemization type for the product selected in product definition section, from the drop-down list. |
| Discount Rate | Specify the discount rate. |
| Sort | Specify the sort order. |
| Sign | Select +ve for a positive number and -ve for a negative number. Note: The +ve and -ve buttons determine whether the values will increase or decrease the itemization total for the product based on the selected product. Together the contents of the Product Itemization sub screen, positive and negative, add up to the amount. |
| Enabled | Check this box to indicate that this product itemization is currently available. |

3. Perform any of the [Basic Actions](#) mentioned in Navigation chapter.

4.4 Contract

The Contract screen allows you to define the instruments used within your system. A instrument is a contract used by a financial organization with specific rules tied to it. When

processing an application, an instrument associated with the application informs the system of the type of contract being used for the approved loan. This ensures that all parameters tied to the instrument are setup for the account as it is booked - without requiring you to do it.

Instruments can be setup at different levels:

- Company
- Branch
- Product
- Application state
- Currency

The following groups of parameters are setup at the instrument level (Each has its own section on the Contract screen):

- Accrual
- Rebate
- Scheduled dues
- Billing
- Delinquency
- Extension
- Advance details
- Rate cap and adjustments
- Payment caps
- Other

Items defined in the contract are “locked in” when you choose Select Instrument on the Funding form’s Contract link.

The Contract screen’s Instrument and Description fields allow you to enter the financial instrument’s name and description, for example; INS-LOAN: VEHICLE.

To set up the Contract

You can either define new Contract Definition details or specify a new name in the **New Instrument** field and click **Create Copy** to create a copy of selected contract with details.

1. On the Oracle Financial Services Lending and Leasing home screen, click **Setup > Setup > Administration > Products > Contract > Line**

2. On the Contract Definition section, perform any of the [Basic Operations](#) mentioned in Navigation chapter.

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Contract Definition

| Instrument | Description | Start Dt | End Dt | Enabled | Company | Branch | Billing Cycle | Product |
|------------|-----------------------------|------------|------------|---------|---------|--------|---------------|---------------|
| INS-LOC | LINE OF CREDIT UNSECURED | 12/07/1993 | 12/31/4000 | Y | ALL | ALL | MONTHLY | LINE UNSECURE |
| INS-LOC-HE | LINE OF CREDIT HOME EQUI... | 12/07/1993 | 12/31/4000 | Y | ALL | ALL | MONTHLY | LINE HE (VR) |
| LINE-INS-B | LINE INS BI WEEKLY | 02/12/2015 | 12/31/4000 | Y | ALL | ALL | | ALL |
| LINE-INS-M | LINE INS MONTHLY | 02/12/2015 | 12/31/4000 | Y | USD1 | USHQ | MONTHLY | ALL |
| LINE-INS-Q | LINE INS QUARTERLY | 02/12/2015 | 12/31/4000 | Y | ALL | ALL | | ALL |
| LINE-INS-S | LINE INS SEMI ANNUAL | 02/12/2015 | 12/31/4000 | Y | ALL | ALL | | ALL |
| LINE-INS-W | LINE INS WEEKLY | 02/12/2001 | 12/31/4000 | Y | ALL | ALL | | ALL |
| LINE-INS-Y | LINE INS ANNUAL | 02/12/2015 | 12/31/4000 | Y | ALL | ALL | | ALL |

Contract Definition

Instruments

Instrument: INS-LOC
 * Description: LINE OF CREDIT UNSECURED
 * Start Dt: 12/07/1993
 * End Dt: 12/31/4000
 * Enabled: ☒

Selection Criteria

* Company: ALL
 * Branch: ALL
 * Billing Cycle: MONTHLY
 * Product: LINE UNSECURED
 * State: ALL
 * Currency: ALL
 * Pricing: ALL

Billing

* Due Day Min: 1
 * Due Day Max: 31
 * Max Due Day Change / Year: 2
 * Max Due Day Change / Life: 5
 * Pre Bill Days: 21
 * Billing Type: STATEMENT
 * Draw Period Billing Method: PERCENTAGE OF
 * Reprint Billing Method: PERCENTAGE OF
 * Draw Billing %: 2
 * Reprint Term Payment %: 2

Rate Cap & Adjustments

* Max Initial Advance: 10,000.00
 * Min Advance: 1,000.00
 * Max Advance: 10,000.00
 * Max Rate Increase / Year: 2
 * Max Rate Increase / Life: 5
 * Max Rate Decrease / Year: 2
 * Max Rate Decrease / Life: 5
 * Max # Adjustments / Year: 99
 * Max # Adjustments / Life: 999
 * Min Interest Rate (Floor): 5.0000
 * Max Interest Rate (Ceiling): 20.0000

Other

* Refund Allowed: ☒
 * Refund Tolerance: 1.00
 * Writeoff Tolerance: 5.00

A brief description of the fields is given below:

| Field: | Do this: |
|------------------------------------|---|
| Contract Definition section | |
| Instrument | Specify the code identifying the instrument. |
| Description | Specify the description of the instrument being defined. |
| Start Dt | Specify the start date for the instrument. You can even select the date from the adjoining Calendar icon. |
| End Dt | Specify the end date for the instrument. You can even select the date from the adjoining Calendar icon |
| Enabled | <p>If you check this box, the system will consider this contract definition when selecting a instrument for an application.</p> <p>Note: Once the field is enabled load balances button in balances sub tab will be disabled</p> |
| Selection Criteria section | |
| Company | Select the company for the instrument from the drop-down list. This may be ALL or a specific company. |
| Branch | Select the branch within the company for the instrument from the drop-down list. This may be ALL or a specific branch. This must be ALL, if you have selected 'ALL' in the Company field. |
| Billing Cycle | Select the billing cycle selected from the drop-down list. |

| Field: | Do this: |
|-------------------------------|--|
| Product | Select the product for the instrument from the drop-down list. This may be ALL or a specific product. |
| State | Select the state in which the instrument is used from the drop-down list. This may be ALL or a specific state. |
| Currency | <p>Select the currency for the instrument from the drop-down list.</p> <p>IMPORTANT: By selecting which type to use, the system searches for a best match using the following attributes:</p> <ol style="list-style-type: none"> 1. Billing Cycle 2. Start Date 3. Company 4. Branch 5. Product 6. State <p>Hence, Oracle Financial Services Software recommends creating one version of each type, where ALL is the value in these fields.</p> |
| Pricing | Select the pricing in which the instrument is used from the drop-down list. This may be ALL or a specific pricing. |
| Accrual section | |
| Accrual Post Maturity | <p>Check this box to indicate that this is the post maturity default rate.</p> <p>Extensions allow you to extend the maturity of the contract by one or more terms by allowing the customer to skip one or more payments. The skipped terms are added to the end of the contract.</p> |
| Accrual Method | Select the accrual method used to calculate interest accrual for this instrument from the drop-down list. |
| Start Dt Basis | <p>Select to define the start date from when the interest accrual is to be calculated for this instrument from the drop-down list.</p> <p>Note:</p> <p>If you select the Effective Date, then the interest is calculated from the Contract date.</p> <p>If you select the Payment Date, then the interest is calculated based on (first payment date minus one billing cycle).</p> |
| Base Method | Select the base method used to calculate interest accrual for this instrument from the drop-down list. |
| Accrual Start Days | Specify the number of days for which the interest accrual is to be calculated. |
| Int Amortization Freq | Select the interest amortization frequency from the drop-down list. |
| Scheduled Dues section | |

| Field: | Do this: |
|--|---|
| Max Due Day Change Days | Specify the maximum number of days a due date can be moved. |
| Due Day Min | Specify the minimum value allowed for the due day for this instrument. |
| Due Day Max | Specify the maximum value allowed for the due day for this instrument. Note: If billing cycle is selected as weekly, then Due Day Max field value cannot be greater than 7. |
| Max Due Day Change / Year | Specify the maximum number of due day changes allowed within a given year for this instrument. |
| Max Due Day Change / Life | Specify the maximum number of due day changes allowed over the life of a product funded with this instrument. |
| Billing section | |
| Pre Bill Days | Specify the prebill days. This is the number of days, before the first payment due, that accounts funded with this instrument will be billed for the first payment. Thereafter, the accounts will be billed on the same day every month. If an account has a first payment date of 10/25/2003 and Pre Bill Days is 21, then the account will bill on 10/04/2003, and then bill on the 4th of every month. |
| Billing Type | Select the billing type for accounts funded using this instrument from the drop-down list. |
| Draw Period Billing Method Billing Method | Select the draw period billing method for accounts funded using this instrument from the drop-down list. |
| Repmt Billing Method | Select the billing method for the repayment period from the drop-down list. |
| Draw Billing % | Enter the payment percentage for the draw period. |
| Repmt Term Payment % | Enter the payment percentage for the repayment draw period. |
| Delinquency section | |
| Late Charge Grace Days | Specify the number of grace days allowed for the payment of a due date before a late charge is assessed on the account. |
| Stop Accrual Days | Specify the number of days a contract can be in delinquent state, after which the interest accrual must stop for an account. A Batch Job is run daily to select accounts in delinquent status for a pre-defined number of days and post 'No Accrual transaction' for such accounts on current date. When the account recovers from Delinquency, the system will then post a 'Start Accrual Transaction' on the date the account is recovered from delinquency. |

| Field: | Do this: |
|---|--|
| Delq Grace Days | Specify the number of grace days allowed for the payment of a due date before an account is considered delinquent. This affects DELQ Queues, the system reporting, and the generation of collection letters. |
| Time Bar Years | Specify the total number of years allowed to contact the customer starting from the first payment date and beyond which the account is considered delinquent. You can specify any value between 0-999. |
| Delq Category Method | Select the delinquency category method to determine how the system populates delinquency counters on the Customer Service form. Note: This value does not affect credit bureau reporting. |
| Extension section | |
| Max Extn Period / Year | Specify the maximum number of terms that the contract may be extended, within a given rolling calendar year. |
| Max Extn Period / Life | Specify the maximum number of terms that the contract may be extended, within the life of the loan. |
| Max # Extn / Year | Specify the maximum number of extensions that may be granted within a given rolling calendar year. |
| Max # of Extn / Life | Specify the maximum number of extensions that may be granted within the life of the loan. |
| Minimum # Payments | Specify the minimum number of payments that must be made before extension. |
| Extension Gap in Months | Specify the gap between previous extension provided in the account and current one as specific number of months. |
| Advance Details section | |
| Min Initial Advance | Specify the minimum initial advance amount allowed. This is the smallest possible initial advance that can be disbursed to the borrower after funding. |
| Max Initial Advance | Specify the maximum initial advance amount allowed. This is the largest possible initial advance that can be disbursed to the borrower after funding. |
| Min Advance | Specify the minimum advance amount. This is the smallest advance amount that a borrower may subsequently request after the initial advance. |
| Max Advance | Specify the maximum advance amount. This is the largest advance amount that a borrower may subsequently request after the initial advance. |
| Rate Cap & Adjustments section | |
| Max Rate Increase / Year | Specify the maximum rate increase allowed in a year. |

| Field: | Do this: |
|-----------------------------|--|
| Max Rate Increase / Life | Specify the maximum rate increase allowed in the life of the loan. |
| Max Rate Decrease / Year | Specify the maximum rate decrease allowed in a year. |
| Max Rate Decrease / Life | Specify the maximum rate decrease allowed during the life of the loan. |
| Max # Adjustments / Year | Specify the maximum number of rate changes allowed in a year. |
| Max # Adjustments / Life | Specify the maximum number of rate changes allowed during the life of the loan. |
| Min Interest Rate (Floor) | Specify the minimum rate. |
| Max Interest Rate (Ceiling) | Specify the maximum rate. |
| Other section | |
| Refund Allowed | Check this box to indicate that refunding of customer over payments are allowed. |
| Refund Tolerance | Specify the refund tolerance amount. If the amount owed to the customer is greater than the refund tolerance, the over payment amount will be refunded if Refund Allowed box is selected. |
| WriteOff Tolerance Amt | Specify the write off tolerance amount. If the remaining outstanding receivables for accounts funded using this instrument is less or equal to the write off tolerance amount, the remaining balance on the account will be waived. |
| Pmt Tolerance Amt* | Specify the payment tolerance amount. This is the threshold amount that must be achieved before a due amount is considered PAID or DELINQUENT. If (Payment Received + Pmt Tolerance: \$Value) >= Standard Monthly Payment, the Due Date will be considered as satisfied in terms of delinquency. The amount unpaid is still owed. |
| Pmt Tolerance%* | Specify the payment tolerance percentage. This is the threshold percentage that must be achieved before a due amount is considered PAID or DELINQUENT. If Payment Received >= (Standard Monthly Payment * Pmt Tolerance% / 100), the due date will be considered satisfied in terms of delinquency. The amount unpaid is still owed. The system uses the greater of these two values. |
| Promise Tolerance Amt* | Specify the promise tolerance amount. This is the threshold amount that must be achieved before a due amount is considered KEPT or BROKEN. If (Payment Received + Promise Tolerance: \$Value) >= Promise Amount, the Due Date will be considered KEPT (satisfied). |

| Field: | Do this: |
|----------------------|--|
| Promise Tolerance %* | Specify the promise tolerance percentage. This is the threshold percentage that must be achieved before a due amount is considered KEPT or BROKEN. If Payment Received \geq (Promised Amt * Promise Tolerance%), the due date will be considered KEPT (satisfied). The system uses the greater of these two values. |
| Adv Tolerance | Enter the advance tolerance amount. |
| Adv Tolerance % | Enter the advance tolerance percentage |
| Default Pmt Spread | Select the default payment spread to be used when receiving payments for this account if one is not explicitly chosen, from the drop-down list. |
| Min Finance Charge | Enter the minimum finance charge amount. |
| Minimum Pmt | Enter the minimum billed amount. |
| Anniversary Period | Enter the anniversary term. |
| Repmt Currency | Select the currency from the drop-down list. |
| PDC Security Check | Check this box to indicate that post dated checks are the method of repayment for this contract. |
| ACH Fee Ind | Check this box to indicate that direct debit fee is included. Note: The ACH Fee/Direct Debit Fee balance will be displayed in Balances sub tab only when this checkbox is selected. |
| Stmt Preference Mode | Select the account statement preference mode as either Email or PHYSICAL from the drop-down list. The selected preference will be propagated to Application > Contract screen when the instrument is loaded. |

3. Perform any of the [Basic Actions](#) mentioned in Navigation chapter.

Extension of Terms

The system facilitates extension of terms, provided the following conditions are satisfied:

- Specified number or more payments made in the account
- Gap between the previous and current extension provided in the account must be a specific number of months that could be specified

If the above conditions are not satisfied, then the system displays an appropriate error message.

A new transaction Force Extension will be available. This transaction will be posted when you want the system to bypass the extension validations defined at the contract level.

When a backdated transaction with TXN Date exists before the transaction date of extension, all the transactions are reversed and posted again. If extension transaction is posted again, then the validation rules are not validated again.

Staged Funding

Staged funding for closed-end loans allows you to disburse funds to customers through multiple advances or draws up to the approved amount within a specified “draw period.”

To create a multiple disbursement contract for a transaction

1. In the Contract Definition section, click **Add** and complete the fields following the instructions above, making sure to complete the following steps:
 - In the Advance Details section, select the Multiple Disbursement Permitted check box. When you select a contract instrument that permits staged funding (multiple disbursements) on the Funding screen, the system copies the information for that instrument from the Setup Module screen’s Contract screen to the Funding screen’s Contract screen.

Note

You cannot clear the Multi Disbursement Allowed box in the Advance section on the Contract screen.

-
- Complete the fields in the Advance Details section to define the limits for initial and subsequent advances for staged funding.

Note

This information appears in the Advance section of the Funding screen’s Contract link.

-
2. If you choose, set the following APPLICATION CONTRACT EDITS as an ERROR or WARNING on the Setup Module screen’s Edits screen.

Note

For more information, see the Edits link (Edits screen) section in this chapter.

-
1. REQUIRED: ADV DRAW END DATE
 2. XVL: ADV DRAW END DT MUST BE AFTER CONTRACT DT
 3. XVL: ADV DRAW END DT MUST BE LESS THAN FIRST PMT DT - PREBILL DAYS

These edits appear on the Funding screen’s Verification screen.

Repayment scheduling for staged funding

When funding a loan, the system computes repayment schedules from the contract date, irrespective of whether funds have been disbursed or not. The system uses the approved amount (amount financed) for computing repayment schedules on the contract date.

As the might have been disbursed through multiple draws, or the draws have been less than the approved amount, or the amount may have been repaid in some amount before the draw end date, you may need to change the payment amount. In such cases, you can manually change the payment in the system by posting the monetary transaction CHANGE PAYMENT AMOUNT on the Customer Service screen’s Maintenance link.

Disbursements for staged funding

The approved amount for staged funding can be disbursed with the Funding screen or at a later time using the Advances screen. If the first disbursement is requested during funding, you may enter it on the Itemization sub screen of the Funding screen's Contract screen.

If the entire approved amount is not disbursed during initial funding, it can be disbursed using the Advances screen's Advance Entry screen.

If the initial amount on the Advance Entry screen is not within the minimum or maximum limits (as entered in the Advance Details section on the Setup Module screen's Contract screen), the system displays any of the following error or warning messages in the Advances section's Error Reason field:

- ADVANCE AMOUNT IS LESS THAN THE INITIAL ADVANCE AMOUNT MINIMUM
-or-
- ADVANCE AMOUNT IS MORE THAN THE INITIAL ADVANCE AMOUNT MAXIMUM

The Advance Entry screen also allows you to enter subsequent funding / disbursements. If subsequent advances are not within the predetermined minimum or maximum amounts, the system displays any of the following warning or error messages in the Advances section's Error Reason field:

- ADVANCE AMOUNT IS LESS THAN THE ALLOWED SUBSEQUENT ADVANCE AMOUNT
-or-
- ADVANCE AMOUNT IS MORE THAN THE ALLOWED SUBSEQUENT ADVANCE AMOUNT

Additional messages in the Error Field regarding Staged Funding

If you attempt to post an advance after the draw end date, then the system displays the message in the Advances section's Error Reason field as, "ADVANCE DT IS AFTER DRAW PERIOD END DATE".

If you attempt to post an advance above the approved amounts, including tolerance, the system displays the message in the Advances section's Error Reason field as "ADVANCE AMOUNT IS MORE THAN THE TOTAL APPROVED AMOUNT INCLUDING TOLERANCE".

Since this is not a revolving loan, if any repayment is made against the approved amount principal balance, the system will not adjust the disbursed amount allowing for subsequent additional staged funding or advances.

Note

There is no change to the payoff quote functionality in the system. The system uses the actual amount of the advance(s) and any interest accrued since the date of the last payment or credit in the PAYOFF QUOTE VALID UPTO DATE value when the payoff quote is requested before the draw end date.

4.4.1 Balances

The Balances sub screen lists the balances that will be established when an account is booked and funded.

CAUTION: Please contact your Implementation Manager for changes to this section.

To set up the Balances

1. Click **Setup > Setup > Administration > User > Products > Contract > Line > Balances**.
2. On the Balances sub screen, perform any of the [Basic Operations](#) mentioned in Navigation chapter.

A brief description of the fields is given below:

| Field: | Do this: |
|-----------------------------|---|
| Balance Type | Displays the balance type. |
| Chargeoff Method | Select the charge off method to determine how the outstanding amount of this balance type will be handled from the drop-down list, if the account becomes uncollectable and the product is charged off. |
| Writeoff Method | Select the write off method to determine how the outstanding amount of this balance type will be handled from the drop-down list, if the account is within the write off tolerance of being PAID. |
| Reschedule Method | Select the reschedule method to determine how the outstanding amount of this balance type will be handled from the drop-down list, if the account is rescheduled. |
| Sort | Specify the sort order of how account balances will appear on the Customer Service form's Balance screen. |
| Billed | Check this box to indicate that outstanding amounts for this balance type are considered a part of the billed amount. This also determines whether payments applied to this balance type are considered when satisfying outstanding amounts due. |
| Accrued | Check this box to indicate that outstanding amounts for this balance type will be included when interest is accrued against the account. |
| Non Performing Rollover | Check this box to indicate that "non-performing" is used as an intermediary status on your general ledger prior to charge off and want to create balances for non-performing accounts for this balance type. Note: (The Non-Performing Rollover box applies only to Balance Types of ADVANCE/PRINCIPAL and INTEREST. For all other Balance Types, this box would be cleared). |
| Non Performing Balance Type | Select the balance type you want to rollover from drop-down list, if you select the Non-Performing Rollover box (Advance/Principal). |
| Enabled | Check this box to indicate that this balance type will be created when the account is booked and funded |

3. Perform any of the [Basic Actions](#) mentioned in Navigation chapter.

The system loads the currently defined balances for accounts.

If your organization maintains additional balances, contact your Implementation Manager for information regarding those balances.

4.4.2 Amortized Balances

With the Amortize Balances sub screen, you can select one or more balances to be amortized over the life of the loan. You can also define the amortization method.

To set up the Amortization Balances

1. Click **Setup > Setup > Administration > User > Products > Contract > Line > Amortized Balances**.
2. In the Amortization Balances section, perform any of the [Basic Operations](#) mentioned in Navigation chapter.

A brief description of the fields is given below:

| Field: | Do this: |
|-----------------------|---|
| Amortize Balance Type | Select the amortize transaction type from the drop-down list. |
| Amortization Method | Select the amortization method used to calculate the net amortization amount from the drop-down list. |
| Cost/Fee method | Select the amortization cost/fee method. |
| Sort | Specify the sort sequence to define the order of the amortize balances. |
| Enabled | Check this box to enable the amortize balance to be created when the account is booked and funded. |

3. Perform any of the [Basic Actions](#) mentioned in Navigation chapter.

4.4.3 Itemizations

On the Itemizations sub screen, you can define the itemized components for each type of contract, indicate if it is required, and determine whether it has a positive or negative bearing on the contract itemization math. You can establish the following groups of itemization transactions:

| | |
|---------------|---|
| Advance | Total amount of the product that is not a part of financed fees; in other words, the total amount the customer requested to be advanced. |
| Financed Fees | Fees rolled into the principal balance of the product. Financed fees are also considered to be a part of the finance charge. |
| Pre-Paid Fees | Fees that are paid by the consumer prior to the funding of the loan. These fees are not rolled into the balance of the product but are considered as part of the finance charge and are included in the calculation of the APR. |
| Producer | Fees that are paid to or by the producer of the loan; for example, a fee that is being charged to the producer. These transactions will affect proceeds. |
| Escrow | Allows you to connect the actual escrow itemization with the escrow type and the funding transaction. |

To set up the Itemizations

1. Click **Setup > Setup > Administration > User > Products > Contract > Line > Itemizations**.
2. On the Itemization sub screen select the option button to indicate the type of itemization you are working with: Advance, Financed Fees, Pre-Paid Fees, Producer, or Escrow.
3. On the Itemization sub screen, perform any of the [Basic Operations](#) mentioned in Navigation chapter.

A brief description of the fields is given below:

| Field: | Do this: |
|---------------------------|--|
| Itemization | Select the itemization from the drop-down list. |
| Disbursement Type | Select the disbursement type from the drop-down list. |
| Transaction | Select the funding transaction type from the drop-down list. |
| Itemization Type | Select the itemization type from the drop-down list. Notes: 1. On selecting the "Prefunding Txns" as itemization type, it indicates that this particular itemization expects a payment from the customer prior to funding. 2. The itemization type "Prefunding Txns" is available only for loans. |
| Sort | Specify the sort order to define the order of the itemization transactions. |
| Sign | If the itemized transaction increases the group balance, click +ve. -or- If the itemized transaction decreases the group balance, click -ve. |
| Enabled | Check this box to enable the itemization and indicate that this itemization transaction will be created when the account is booked and funded. |
| Amortize Balance | Select the amortize balance affected by this itemization transaction from the drop-down list. Note: Advance itemizations do not affect amortize balances. |
| Refund Calculation Method | Select the refund calculation method from the drop-down list |
| Taxable | Check this box, if the itemization type is taxable. |
| Seller Pmt | Check this box to enable seller payment |
| Escrow | Select the escrow from the drop-down list. |
| Itemization Formula | Select the itemization formula description from the drop-down list. |

| Field: | Do this: |
|---------------------------|--|
| Refund Calculation Method | Check this box to enable Refund calculation Method. |
| Escrow Required | If this is an escrow account, check this box to indicate that an escrow is required during the application process (though at that time the user can choose Opt Out to decline.) |
| Discount. Rate | Specify the discount rate for the itemization. |

4. Perform any of the [Basic Actions](#) mentioned in Navigation chapter.

4.4.4 **Fees**

Any fees that are defined in the contract are set up on the Fees sub screen. The system currently supports the following contract fees:

- Late charges
- Non sufficient funds
- Extensions
- Prepayment penalties
- Delay Fee
- ACH Fee

The Fees sub screen allows you to define those fees whose value and method of calculation are set at the time of the loan. As these amounts cannot be changed after the product is booked and funded, you should only set up fees here that will not change over the life of the loan. Individual contract fee types may be defined multiple times in order to create graduated fees.

Note

Certain fees, like late fees, can be set up at contract, as well as state level. In such cases, the contract fee, if present, is used first.

To set up the Fees

1. Click **Setup > Setup > Administration > User > Products > Contract > Line > Fees**.
2. In the Fees section, perform any of the [Basic Operations](#) mentioned in Navigation chapter.

A brief description of the fields is given below:

| Field: | Do this: |
|-------------------|--|
| Type | Select the fee type from the drop-down list. |
| Txn Amt From | Specify the lowest transaction amount or balance amount against which this contract fee definition may be applied. |
| Credit Limit From | Specify the minimum value of credit limit for the pricing. |

| Field: | Do this: |
|-----------|--|
| Method | Select the method of calculating the fee to be assessed from the drop-down list. |
| Frequency | Select the frequency of calculating the fee to be assessed from the drop-down list. |
| Min Amt | Specify the minimum fee amount to be assessed. |
| Max Amt | Specify the maximum fee amount to be assessed. If you selected FLAT in the Method field, then this field is not used and is normally populated as \$0.00. |
| Percent | Specify the fee percentage of the outstanding transaction amount to be assessed as a fee. This amount will be adjusted to fall within the Min Amount and the Max Amount. |
| Enabled | Check this box to create the selected contract fee when the account is booked and funded. |

3. Perform any of the [Basic Actions](#) mentioned in Navigation chapter.

4.5 Scoring Models

The Scoring screen allows you to setup individual and multiple scoring models. You can define different scoring models by company, branch, currency and product. Scoring models are used to automate the decisioning process during underwriting and grade applications.

When you complete the Application Entry process, the system determines which scoring model to use by finding a best match. The system searches the Company, Branch, Currency and Product fields of all enabled scoring models that contain either the exact value on the application or ALL. (Exact matches for each field are given a higher weight than matches to ALL.) The system then ranks the returned matches in descending order, based on the weighted values and the hierarchical position of the field and then by Start Date. The system recognizes the first row returned as the best match. This scoring model information is then used to determine the next status and sub status of the application.

If you use a standard bureau score as a scoring model, you can set up the system to use the adverse action reasons provided by the standard bureau score on the Stipulations sub screen.

To set up the Scoring

- On the Oracle Financial Services Lending and Leasing home screen, click **Setup > Setup > Administration > User > Products > Scoring Models > Line**. You can set the following categories of scoring models:
 - Credit Score Models
 - Behavioural Score Models

4.5.1 Credit Score Models

You can either define new Credit Score Model or specify a new name in the **New Credit Model** field and click **Create Copy** to create a copy of selected score model with details.

- Click **Setup > Setup > Administration > User > Products > Scoring Models > Line > Credit Score Models**.

- In the Score Models section, perform any of the [Basic Operations](#) mentioned in Navigation chapter.

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 - Escrow

Scoring Models x

Loan Line Lease

Credit Score Models Behavioral Score Models

Score Models

View Format Freeze Detach Wrap New Behavioral Model Create Copy

| Model | Description | Start Dt | End Dt | Enabled | Max Score | Company | Branch | Product | Currency |
|--------|--------------------------------------|------------|------------|---------|-----------|----------|--------|---------|----------|
| LOC_B5 | LOC SCORING MODEL (BEHAVIORAL SCORE) | 12/07/1993 | 12/31/4000 | N | 0 | 1000 ALL | ALL | ALL | ALL |

Save and Add Save and Stay Save and Return Return

* Model

* Description

* Start Dt 02/15/2016

* End Dt 12/31/4000

* Enabled

Selection Criteria

* Max Score 0

* Company ALL

* Branch ALL

* Product ALL

* Currency ALL

Parameters

View Format Freeze Detach Wrap

| Parameter | Max Value | Enabled |
|---------------------|-----------|---------|
| No data to display. | | |

Range Definition

View Format Freeze Detach Wrap

| Value From | Value From | Percent / Value | Enabled |
|---------------------|------------|-----------------|---------|
| No data to display. | | | |

A brief description of the fields is given below:

| Field: | Do this: |
|-----------------------------------|---|
| Model | Specify the code for the scoring model. |
| Description | Specify a description of the scoring model. |
| Start Dt | Specify the start date for the scoring model. You can even select the date from the adjoining Calendar icon. |
| End Dt | Specify the end date for the scoring model. You can even select the date from the adjoining Calendar icon. |
| Enabled | Check this box to enable the scoring model. |
| Results section | |
| Max Score | Specify the maximum score allowed. (This is normally the sum of the Max Value fields within the scoring parameters.). |
| Selection Criteria section | |
| Company | Select the company for the scoring model, from the drop-down list. This may be ALL or a specific company. |
| Branch | Select branch within the company for the scoring model, from the drop-down list. (This may be ALL or a specific branch. However, if you have selected 'ALL' in Company field, then you must select 'ALL' for this field). |
| Product | Select the product for the scoring model, from the drop-down list. This may be ALL or a specific product. |
| Currency | Select the currency for the scoring model, from the drop-down list. This may be ALL or a specific currency. |
| Bureau Score Reasons | Check this box to use the score reasons supplied by the credit bureau. If unchecked, then automatically rejected applications scored using this scoring model display the Adverse Action Reasons from the Parameters sub screen. |
| Auto Decision | Check this box to assign an application, a status/sub status based on the grade associated with the score returned for this scoring model. If not selected, the system assigns applications scored using this scoring model a status/sub status of NEW-REVIEW REQUIRED. |

2. Perform any of the [Basic Actions](#) mentioned in Navigation chapter.

Parameters

The Parameters records the parameters used to determine the score calculated by the scoring model. You can define multiple parameters and adverse action reason associated with each parameter in a scoring model. Each scoring parameter can have maximum values set. The score range is based upon the information in the Range Definition section on the Parameters sub tab.

The system calculates a final score by adding the score for each parameter in the scoring model. A parameter weighted value is used to find the four adverse action reasons, if bureau reasons are not used.

Note

- A character parameter range definition should contain the exact value of the parameter.
 - Each scoring parameter should have range definitions defined that encompass all of the values that might result.
-

1. Click **Setup > Setup > Administration > User > Products > Scoring Models > Line > Credit Score Models > Parameters**.
2. In the Parameters section, perform any of the [Basic Operations](#) mentioned in Navigation chapter.

A brief description of the fields is given below:

| Field: | Do this: |
|-----------------------|--|
| Parameter | Select the parameter from the field, from the drop-down list. |
| Max Value | Specify the maximum value allowed for the selected parameter. |
| Adverse Action Reason | Select the adverse action reason, from the drop-down list. (If, on the Scoring Models screen, the Bureau Screen check box is checked for the scoring model, you cannot update this field). |
| Weighted Value | Specify the adverse action weighted value. This indicates the priority of this parameter when determining which adverse action reasons to use on the application. The top ten adverse action reasons based on the weighted value of the parameter will be populated. |
| Enabled | Check this box to enable the parameter. |

3. Perform any of the [Basic Actions](#) mentioned in Navigation chapter.
4. The Range Definition section allows you to translate the calculated value for a scoring parameter into the value to be used, depending on the returned value of the parameter
5. In the Range Definition section, perform any of the [Basic Operations](#) mentioned in Navigation chapter.

A brief description of the fields is given below:

| Field: | Do this: |
|------------|---|
| Value From | Specify the lowest calculated value to apply the specific translation. The ceiling of the range definition is based on the range definition with the next highest Value From or the Max Value of the scoring parameter (whichever is less). |

| Field: | Do this: |
|-----------------|--|
| Value From | <p>Select the following options to determine how values for a scoring parameters are translated:</p> <p>% Max Value – If selected, then the calculated values within the range definition receives a value based on a percentage of the Max Value of the scoring parameter.</p> <p>% Param – If selected, then the calculated values within the range definition receives a value based on a percentage of the calculated value of the scoring parameter.</p> <p>Value – If selected, then the calculated values with in the range definition receives a specific value.</p> |
| Percent / Value | Specify the percent or value to be used in the translation of the calculated value of the scoring parameter. |
| Enabled | Check this box to consider this range definition while translating values for this scoring parameter. |

6. Perform any of the [Basic Actions](#) mentioned in Navigation chapter.

Grades

The Grades sub screen allows you to define how the system translates the scoring model scores into your organization's grade. The system uses these grades in the auto-decisioning process. Each grade has a specific status/sub status that informs the system what to do with the application of a particular grade as it continues through the origination cycle.

Note

Each scoring model should have grade definitions defined that encompass all of the values that might result.

1. Click **Setup > Setup > Administration > User > Products > Scoring Models > Line > Credit Score Models > Grades**.
2. In the Grade Definition section, perform any of the [Basic Operations](#) mentioned in Navigation chapter.

A brief description of the fields is given below:

| Field: | Do this: |
|--------------------|---|
| Score | Specify the score the application receives. |
| Credit Grade | Select the grade to assign to an application, from the drop-down list. |
| Application Status | Select the status to assign to applications with a score starting with the value of this grade definition, from the drop-down list. |

| Field: | Do this: |
|------------|---|
| Sub Status | <p>Select the sub status to assign to applications with a score starting with the value of this grade definition, from the drop-down list.</p> <p>Credit scoring allows you to select the following status/sub status pairs:</p> <p>APPROVED - AUTO APPROVED</p> <p>REJECTED - AUTO REJECTED</p> <p>NEW - REVIEW REQUIRED</p> <p>NEW - RECOMMEND APPROVAL</p> <p>NEW - RECOMMEND REJECTION.</p> |
| Enabled | Check this box to indicate that this grade definition will be considered when grading an application using this scoring model. |

3. Perform any of the [Basic Actions](#) mentioned in Navigation chapter.

4.5.2 Behavioral Score Models

You can either define new Behavioral Score Model details or specify a new name in the **New Behavioral Model** field and click **Create Copy** to create a copy of selected score model with details.

1. Click **Setup > Setup > Administration > User > Products > Scoring Models > Line > Behavioral Score Models**.
2. In the Score Models section, perform any of the [Basic Operations](#) mentioned in Navigation chapter.

ORACLE
Financial Services Lending and Leasing

Welcome, OPSUSER Accessibility Sign Out

Scoring Models

Loan Line Lease

Credit Score Models Behavioral Score Models

Score Models

Model Description Start Dt End Dt Enabled Max Score Company Branch Product Currency

LOC_BS LOC SCORING MODEL (BEHAVIORAL SCORE) 11/11/1992 12/31/4000 Y 1000 ALL ALL ALL ALL

Score Models

Save and Add Save and Stop Save and Return Return

* Model * Description * Start Dt 02/15/2016 * End Dt 12/31/4000 * Enabled * Max Score 0 * Company ALL * Branch ALL * Product ALL * Currency ALL

Parameters

View Format Freeze Detach Wrap

Parameter Max Value Enabled

No data to display.

Range Definition

View Format Freeze Detach Wrap

Value From Value To Percent / Value Enabled

No data to display.

A brief description of the fields is given below:

| Field: | Do this: |
|-----------------------------------|---|
| Model | Specify the code for the scoring model. |
| Description | Specify a description of the scoring model. |
| Start Dt | Specify the start date for the scoring model. You can even select the date from the adjoining Calendar icon. |
| End Dt | Specify the end date for the scoring model. You can even select the date from the adjoining Calendar icon. |
| Enabled | Check this box to enable the scoring model. |
| Result section | |
| Max Score | Specify the maximum score allowed. (This is normally the sum of the Max Value fields within the scoring parameters.). |
| Selection Criteria section | |
| Company | Select the company for the scoring model, from the drop-down list. This may be ALL or a specific company. |
| Branch | Select branch within the company for the scoring model, from the drop-down list. (This may be ALL or a specific branch. However, if you have selected 'ALL' in Company field, then you must select 'ALL' for this field). |
| Product | Select the product for the scoring model, from the drop-down list. This may be ALL or a specific product. |
| Currency | Select the currency for the scoring model, from the drop-down list. This may be ALL or a specific currency. |
| Bureau Score Reasons | Check this box if bureau score reason is applicable. |
| Auto Decision | Check this box if auto decision is applicable. |

3. Perform any of the [Basic Actions](#) mentioned in Navigation chapter.
4. Click 'Create Copy' button on the Score Models screen to create copy of the selected record with details.

The Parameters section records the parameters used to determine the score calculated by the scoring model. You can define multiple parameters and adverse action reason associated with each parameter in a scoring model. Each scoring parameter can have maximum values set. The score range is based upon the information in the Range Definition section on the Parameters sub tab.

The system calculates a final score by adding the score for each parameter in the scoring model. A parameter weighted value is used to find the four adverse action reasons, if bureau reasons are not used.

Note

- A character parameter range definition should contain the exact value of the parameter.
 - Each scoring parameter should have range definitions defined that encompass all of the values that might result.
-

5. In the Parameters section, perform any of the [Basic Operations](#) mentioned in Navigation chapter.

A brief description of the fields is given below:

| Field: | Do this: |
|-----------------------|---|
| Parameter | Select the parameter from the field, from the drop-down list. |
| Max Value | Specify the maximum value allowed for the selected parameter. |
| Adverse Action Reason | Select the adverse action reason. |
| Weighted Value | Specify the weighted value. |
| Enabled | Check this box to enable the parameter. |

6. Perform any of the [Basic Actions](#) mentioned in Navigation chapter.
7. The Range Definition section allows you to translate the calculated value for a scoring parameter into the value to be used, depending on the returned value of the parameter.
8. In the Range Definition section, perform any of the [Basic Operations](#) mentioned in Navigation chapter.

A brief description of the fields is given below:

| Field: | Do this: |
|-----------------|---|
| Value From | Specify the lowest calculated value to apply the specific translation. The ceiling of the range definition is based on the range definition with the next highest Value From or the Max Value of the scoring parameter (whichever is less). |
| Value From | Select the following options to determine how values for a scoring parameters are translated: % Max Value – If selected, then the calculated values within the range definition receives a value based on a percentage of the Max Value of the scoring parameter. % Param – If selected, then the calculated values within the range definition receives a value based on a percentage of the calculated value of the scoring parameter. Value – If selected, then the calculated values with in the range definition receives a specific value. |
| Percent / Value | Specify the percent or value to be used in the translation of the calculated value of the scoring parameter. |

| Field: | Do this: |
|---------|---|
| Enabled | Check this box to consider this range definition while translating values for this scoring parameter. |

9. Perform any of the [Basic Actions](#) mentioned in Navigation chapter.

4.6 Fees

The Fee screen allows you to define fees that may be automatically assessed by the system. The Fee Definition section records fees not defined within the Contract screen's Fees sub screen.

The following fee types are currently supported for automatic assessment:

- Late charge
- NSF
- Extension
- Advance
- Over Credit Limit
- Membership
- Prepayment penalty
- Phone Pay
- Payoff Quote
- Periodic Maintenance
- Rental Fee
- ACH Fee
- Delay Fee
- Other Fee and Tax

Fees can be calculated as either a flat amount or a percentage of payment due based on fee type.

You can specify minimums and maximums for fee amounts in the Min Amt and Max Amt fields. Different fee rules can be setup at the company/branch level.

When Fees are assessed, the system determines the best match using all enabled fee definitions that meet the following criteria:

- Exactly match the fee type being assessed.
- Have an effective date that is greater than or equal to the start date.
- Have a Txn Amt From that is greater than or equal to the outstanding amount related to the fee assessment.
- Match either the value or ALL for all other criteria (Exact matches for each field are given a higher weight than matches to ALL.)

The returned rows are then given a descending rank based on the weighted values and the hierarchical position of the following criteria:

1. Company
2. Branch
3. Product

4. Application state
5. Transaction amount
6. Start date
7. End date
8. Currency

On the ranked rows, the first row is returned as the best match.

Note

Certain fees, like late fees, can be set up at contract, as well as state level. In such cases, the contract fee, if present, is used first. Only if the contract fee is not present in the state fee used.

To set up the Fee

1. On the Oracle Financial Services Lending and Leasing home screen, click **Setup > Setup > Administration > User > Products > Fees > Line**.
2. In the Fee Definition section, perform any of the [Basic Operations](#) mentioned in Navigation chapter.

The screenshot displays the Oracle Financial Services Lending and Leasing interface. On the left is a navigation menu with options like Dashboard, Origination, Servicing, Collections, WFP, and Tools. The main area is titled 'Fees' and contains a 'Fee Definition' table. Below the table is a detailed view of a selected fee rule.

| Fee Rule | Fee Type | Start Dt | End Dt | Enabled | Calc Method | Min Amt | Max Amt | Percent | Company | Bra |
|-----------|-----------------|------------|------------|---------|--------------------|---------|----------|---------|---------|-----|
| ADV20E | FEE ADVANCE | 05/12/1994 | 12/31/4000 | Y | PERCENTAGE OF T... | 40.00 | 50.00 | 3.5000 | ALL | ALL |
| ADV10E | FEE ADVANCE | 05/12/1994 | 12/31/4000 | Y | PERCENTAGE OF T... | 30.00 | 100.00 | 3.0000 | ALL | ALL |
| FEE_LN_CE | FEE LATE CHARGE | 07/21/2016 | 12/31/4000 | N | FLAT AMOUNT | 500.00 | 1,000.00 | 4.9900 | ALL | ALL |
| LC10E | FEE LATE CHARGE | 05/12/1994 | 12/31/4000 | Y | FLAT AMOUNT | 15.00 | 15.00 | 0.0000 | ALL | ALL |
| MEM10E | FEE MEMBERSHIP | 05/12/1994 | 12/31/4000 | Y | FLAT AMOUNT | 50.00 | 50.00 | 0.0000 | ALL | ALL |
| NSF10E | FEE NSF | 05/12/1994 | 12/31/4000 | Y | FLAT AMOUNT | 20.00 | 20.00 | 0.0000 | ALL | ALL |
| OWR10E | FEE OVER CREDIT | 05/12/1994 | 12/31/4000 | Y | FLAT AMOUNT | 29.00 | 29.00 | 0.0000 | ALL | ALL |

The detailed view below the table shows the following fields:

- Fee Rule: ADV20E
- * Fee Type: FEE ADVANCE
- * Start Dt: 05/12/1994
- * End Dt: 12/31/4000
- * Enabled: ☒
- * Calc Method: PERCENTAGE OF TRANSACTION AM
- * Min Amt: 40.00
- * Max Amt: 50.00
- * Percent: 3.50
- * Channel: ALL
- * Product: ALL
- * State: ALL
- * Currency: ALL
- * Company: ALL
- * Branch: ALL
- * Txn Amt From: 5,000.00
- Credit Limit From: 0.00

A brief description of the fields is given below:

| Field: | Do this: |
|----------|--|
| Fee Rule | Specify the fee rule used to identify the particular fee definition. |
| Fee Type | Select the fee type from the drop-down list. The system computes these drop-down values from the TXN_TYPE_CD Lookup, with FEE as the sub type. |
| Start Dt | Specify the start date. You can even select the date from the adjoining Calendar icon. |
| End Dt | Specify the end date. You can even select the date from the adjoining Calendar icon. |

| Field: | Do this: |
|-----------------------------------|--|
| Enabled | Check this box to enable the fee. |
| Calc Method | <p>Select one of the following method of calculating the fee, from the drop-down list.</p> <p>If 'Flat Amount' is selected, then minimum fee will be charged.</p> <p>If 'Percentage' is selected, then the amount charged will be based on percentage defined subject to minimum and maximum amount (i.e. 'Txn Amt From').</p> |
| Min Amt | Specify the minimum amount for the fee. |
| Max Amt | Specify the maximum amount for the fee. If you selected FLAT AMOUNT in the Calc Method field, then this field is not used and is normally populated as \$0.00. |
| Percent | Specify the percentage value of the outstanding transaction amount to be assessed as a fee. This amount will be adjusted to fall within the Min Amount and the Max Amount. |
| Selection Criteria section | |
| Company | Select the portfolio company from the drop-down list. This may be ALL or a specific company. |
| Branch | Select the portfolio branch from the drop-down list. This may be ALL or a specific branch. (This must be ALL, if you have selected 'ALL' in the Company field). |
| Channel | Select the channel from the drop-down list, This can be ALL or a specific channel. |
| Product | Select the product from the drop-down list. This may be ALL or a specific product. The available values come from a validated field based on the selected Billing Cycle setup and the Product setup. |
| State | Select the state for this fee, from the drop-down list. This may be ALL or a specific state. |
| Currency | Select the currency for this fee, from the drop-down list. This may be ALL or a specific currency. |

| Field: | Do this: |
|-------------------|--|
| Txn Amt From | <p>Specify the transaction or balance amount. The fee is calculated using the specifications of this record only if the transaction amount is greater than the value specified in this field (and less than this field in another record for the same fee).</p> <p>IMPORTANT:</p> <p>When you select the fee to use, the system searches for a best match using the following attributes:</p> <ul style="list-style-type: none"> 1 Company 2 Branch 3 Product 4 State 5 Amount (Txn Amt From) 6 Effective/start date (Start Dt) <p>Hence, Oracle Financial Services Software recommends creating a version of each fee, where ALL is the value in the these fields.</p> <p>It is also recommended that you define a default printer for an Organization, Division and Department.</p> |
| Credit Limit From | Specify the minimum value of credit limit for the pricing. |

3. Perform any of the [Basic Actions](#) mentioned in Navigation chapter.

4.7 Checklists

A checklist is an optional set of steps to follow when completing a task in the system, such as the underwriting and funding processes.

Checklists can be used as guidelines to help ensure that the system users follow your business's standard operating procedures and enter all required data. Some checklists are optional, but others such as those related to application decisions or contract verification, may be required depending on the edit sets defined in your system. The Checklists screen allows you to specify the contents of the checklist.

You can define additional checklists for your organization. You can set up multiple checklists for a single type of checklist. These checklists can be differentiated by:

- Company
- Branch
- Product
- Account state

To set up the Checklists

You can either define new Checklist Type Definition details or specify a new code in the **New Checklist** field and click **Create Copy** to create a copy of selected checklist type definition with details.

1. On the Oracle Financial Services Lending and Leasing home screen, click **Setup > Setup > Administration > User > Products > Checklists > Line**.

2. In the Checklist Type Definition section, perform any of the [Basic Operations](#) mentioned in Navigation chapter.

The screenshot shows the Oracle Financial Services Lending and Leasing interface. The left sidebar contains a navigation menu with categories like Dashboard, Origination, Servicing, Collections, WFP, and Tools. The main area is titled 'Checklists' and contains a 'Checklist Type Definition' section. This section includes a table of existing checklist types and a form for defining a new checklist type.

| Checklist Code | Description | Checklist Type | Company | Branch | Channel |
|-----------------|--|--|---------|--------|---------|
| CHUNOE-CON-01 | CONTRACT VERIFICATION CHECKLIST FOR LINE OF CREDIT | CONTRACT VERIFICATION CHECKLIST | ALL | ALL | ALL |
| CHUNOE-DEC-1 | DECISION CHECKLIST FOR LINE OF CREDIT | DECISION VERIFICATION CHECKLIST | ALL | ALL | ALL |
| TEST_CHK_LINE_1 | TEST_CHK_LINE_1 | APPLICATION ENTRY VERIFICATION CHECKLIST | ALL | ALL | PHONE |
| TEST_CHK_LINE_2 | TEST_CHK_LINE_2 | APPLICATION ENTRY VERIFICATION CHECKLIST | ALL | ALL | ALL |

The 'Checklist Type Definition' form includes fields for Checklist Code, Description, Checklist Type, Company, Branch, Channel, and Product. It also has a 'Selection Criteria' section with checkboxes for Description, Checklist Type, and Enabled. The 'Checklist Action Definition' section is currently empty, showing 'No data to display.'

3. A brief description of the fields is given below:

| Field: | Do this: |
|----------------|---|
| Checklist Code | Specify the checklist code that identifies checklist being defined. |
| Description | Specify the description for the checklist. |
| Checklist Type | Select the checklist type from the drop-down list, to define where the specific checklist will be available in the system. |
| Company | Select the portfolio company associated with the checklist from the drop-down list. This may be ALL or a specific company. |
| Branch | Select the portfolio branch associated with the checklist from the drop-down list. This may be ALL or a specific branch. This must be ALL if in the Company field you selected ALL). |
| Channel | Select the channel from the drop-down list, This can be ALL or a specific channel. |
| Product | Select the product associated with the checklist from the drop-down list. This may be ALL or a specific product. The available values come from a validated list based on the selected Billing Cycle setup and the Product setup. |

| Field: | Do this: |
|----------|--|
| State | <p>Select the state associated with the checklist type from the drop-down list. This may be ALL or a specific state.</p> <p>IMPORTANT: By selecting which edits type to use, the system searches for a best match using the following attributes:</p> <ul style="list-style-type: none"> 1 Company 2 Branch 3 Product 4 State <p>Hence, Oracle Financial Services Software recommends creating one version of each checklist type where ALL is the value in these fields.</p> |
| Currency | Select the currency associated with the checklist from the drop-down list. This may be ALL or a specific currency. |
| Enabled | Check this box to enable the checklist. |

4. Perform any of the [Basic Actions](#) mentioned in Navigation chapter.

Checklist actions are steps (a set of one or more tasks) related to the checklist you are creating. They are loaded on the Checklist Action Definition section.

5. In the Checklist Action Definition - **Regular** section, perform any of the [Basic Operations](#) mentioned in Navigation chapter

A brief description of the fields is given below:

| Field: | Do this: |
|-------------|--|
| Action Code | Specify the action code for the checklist. |
| Description | Specify the description for the action type. |
| Sort | Specify the sort order to define the placement of the action type on the Checklist sub screen. |
| Enabled | Check this box to include this action in the checklist. |

6. Perform any of the [Basic Actions](#) mentioned in Navigation chapter.
7. In the Checklist Action Definition - **Document** section, perform any of the [Basic Operations](#) mentioned in Navigation chapter.

A brief description of the fields is given below:

| Field: | Do this: |
|---------------|---|
| Action Code | Specify the action code for the checklist. |
| Description | Specify the description for the action type. |
| Document Type | Select the document type from the drop-down list. |

| Field: | Do this: |
|--------------------|--|
| Document Sub Type | Select the document sub type from the drop-down list. |
| Document Mandatory | Check this box to indicate that the document is mandatory. |
| Sort | Specify the sort order to define the placement of the action type on the Checklist sub screen. |
| Enabled | Check this box to include this action in the checklist. |

8. Perform any of the [Basic Actions](#) mentioned in Navigation chapter.

4.8 Statement Messages

The Messages screen allows you to set up messages that appear on account statements sent to customers. You can set up statement messages for different products. When the system generates a statement for an account, all statement messages matching the selection criteria are included in the statement file for that account.

The system inserts the message in the Text field into the statement file produced during the nightly batch job for the appropriate consumers.

A record of an account's statement history, including the messages included in the statement, appears on the Statement's screen on the Customer Service screen.

To set up the Messages

1. On the Oracle Financial Services Lending and Leasing home screen, click **Setup > Setup > Administration > User > Products > Statement Messages > Line**.
2. In the Statement Messages section, perform any of the [Basic Operations](#) mentioned in Navigation chapter.

The screenshot displays the Oracle Financial Services Lending and Leasing application interface. The top navigation bar includes the Oracle logo and the text "Financial Services Lending and Leasing". The main content area is titled "Statement Messages" and contains a table with the following data:

| Seq Code | Start Dt | End Dt | Enabled | Text | Company | Branch | Product | Currency | Producer |
|----------|------------|------------|---------|----------------|---------|--------|--------------------|----------|----------|
| 1 | | 12/31/4000 | N | | | | | | |
| 2 TEST | 12/12/2015 | 12/31/4000 | N | TEST | NL02 | NLP1 | LINE UNSECURED ... | YEN | ALL |
| 12 001 | 12/07/1993 | 12/31/4000 | Y | NO TEASER RATE | ALL | ALL | ALL | ALL | ALL |

Below the table, there is a form to create a new statement message. The form includes the following fields:

- * Seq: 1
- * Code:
- * Start Dt: 12/31/4000
- * End Dt: 12/31/4000
- * Enabled: ☐
- * Text:
- * Selection Criteria:
 - * Company: ALL
 - * Branch: ALL
 - * Product: ALL
 - * Currency: ALL
 - * Producer:

The form also includes buttons for "Save and Add", "Save and Stay", "Save and Return", and "Return".

A brief description of the fields is given below:

| Field: | Do this: |
|-----------------------------------|---|
| Seq | Specify the sort sequence of how the statement message should be printed. |
| Code | Specify the message code identifying the statement message. |
| Start Dt | Specify the first date the statement message is available. You can even select the date from the adjoining Calendar icon. |
| End Dt | Specify the last date the statement message is available. You can even select the date from the adjoining Calendar icon. |
| Enabled | Check this box to enable the message. |
| Result section | |
| Text | Specify the text of the statement message. |
| Selection Criteria section | |
| Company | Select the company for the statement message from the drop-down list. This may be ALL or a specific company. |
| Branch | Select the branch within the company for the statement message from the drop-down list. This may be ALL or a specific branch. This must be ALL if in the Company field you selected ALL. |
| Product | Select the product for which this statement message will be used from the drop-down list. This may be ALL or a specific product. |
| Currency | Select the currency for the statement message from the drop-down list. This may be ALL or a specific currency. |
| Producer | <p>Select the producer for the statement message from the drop-down list. This may be ALL or a specific producer. The available values come from a validated field based on the Pro Group and Pro Type.</p> <p>IMPORTANT: By selecting which message to use, the system searches for a best match using the following attributes:</p> <ol style="list-style-type: none"> 1. Company 2. Branch 3. Product 4. Producer 5. Currency <p>Hence, Oracle Financial Services Software recommends creating one version of each edit type where ALL is the value in these fields.</p> |

4.9 Letters

The Letters screen allows you to define letters that the system automatically generates when the application or the account for a products meets certain conditions, or “trigger events.” Each letter has its own trigger event. For example, you can configure the system to

automatically send a welcome letter when an application becomes an account or send a collection letters when an account becomes delinquent.

The system supports the following types of letters:

| Type of letter: | Definition: |
|-----------------------------------|---|
| ACCOUNT STATEMENT | Generated when account is to receive a billing statement (this time is defined in contract setup). Letter is sent to customer. |
| ADVERSE Action letter | Generated in nightly batch jobs for applications that were declined. This letter is sent to the consumer to indicate the reasons why the application was declined. |
| CONDITIONAL ADVERSE | Generated in nightly batch jobs for applications that were |
| ACTION LETTER | declined. This letter is sent to the consumer to indicate the reasons why the application was declined. This letter also indicates steps that the consumer may take to gain approval of the application. |
| COLLECTION LETTER 1 | Generated when an account becomes delinquent. This is the first dunning letter sent to the customer. |
| COLLECTION LETTER 2 | Generated when an account remains in delinquency for an extended period. This is the second dunning letter sent to the customer. |
| COLLECTION LETTER 3 | Generated when an account remains in delinquency for an extended period, even after having received previous notices. This is the final dunning letter sent to the customer. |
| CONTRACT FUNDING fax/ email | Generated when an application is APPROVED: FUNDED or CONDITIONED: FUNDED. This letter is sent to the producer. |
| DECISION FAX/ EMAIL | Generated when an application is APPROVED, CONDITIONED, or REJECTED. This letter is sent to the consumer or producer, depending on whether the product is a direct or in-direct loan. |
| PAID IN FULL LETTER | Generated in nightly batch jobs when the account pays off. This letter is sent to the customer. |
| PAYOFF QUOTE LETTER | Generated when a payoff quote is created for an account. This letter is sent to the customer. |
| WELCOME LETTER | Generated when an application is APPROVED: FUNDED. This letter is sent to the consumer. STATEMENT PAST MATURITY Generated when an accounts are matured but unpaid. This letter is sent to the account holders as a reminder to make their payments. |

When the system generates letters, it searches the Letters screen for letter definitions that meet the following criteria:

- Definition is enabled.
- Definition is an exact match of the letter code being generated.

- Definition is a match of either the application/account value or ALL for all other criteria.

Exact matches for each field are given a higher weight than matches to ALL.

The returned rows are then given a descending rank based on the weighted values and the hierarchical position of these fields:

1. Company
2. Branch
3. Product
4. State
5. Currency

On the ranked rows, the first row is returned as the best match.

To set up the Letters

1. On the Oracle Financial Services Lending and Leasing home screen, click **Setup > Setup > Administration > User > Products > Letters > Line**.
2. In the Letter Definition section, perform any of the [Basic Operations](#) mentioned in Navigation chapter.

The screenshot displays the Oracle Financial Services Lending and Leasing interface. The top navigation bar includes 'Dashboard', 'Origination', 'Servicing', 'Collections', 'WFP', and 'Tools'. The left sidebar shows a tree view with 'Setup' expanded, containing 'Administration', 'System', 'User', 'Products', 'Asset Types', 'Index Rates', 'Currency Exchange', 'Scoring Parameters', 'Products', 'Pricings', 'Contract', 'Edits', 'Cycles', 'Scoring Models', 'Fees', 'Origination Fees', 'Compensation', 'Commission', 'Insurance', 'Checklists', 'Stipulations', 'Spreads', 'Statement Messages', 'Letters', 'Promotions', 'Subvention', and 'Escrow'. The main area is titled 'Letters' and contains a 'Letter Definition' section. This section includes a table with columns: Letter Code, File Name, Letter Type, Channel, Enabled, Batch Printer, Batch User, Company, Branch, Product, State, and Currency. Below the table is a 'Letter Definition' form with input fields for Letter Code, File Name, Letter Type, Channel, Enabled, Batch Printer, Batch User, Company, Branch, Product, State, and Currency. The form also includes 'Save and Add', 'Save and Stay', 'Save and Return', and 'Return' buttons.

A brief description of the fields is given below:

| Field: | Do this: |
|-------------|--|
| Letter Code | Specify the code for the letter. |
| File Name | Specify the file name of the Oracle report used to generate the letter. The file should be named <File Name>.rep on your server. |
| Letter Type | Select the type of letter you want to generate from the drop-down list. |

| Field: | Do this: |
|-----------------------------------|---|
| Channel | Select the application source (channel) for the letter from the drop-down list. This may be ALL or a specific channel. |
| Enabled | Check this box to enable this letter definition. |
| Result section | |
| Batch Printer | Select the batch printer being used to generate the letter from the drop-down list. |
| Batch User | Select the user who will submit this letter from the drop-down list. This will normally be set to BATCH. |
| Selection Criteria section | |
| Company | Select the portfolio company for which this letter will be used from the drop-down list. This may be ALL or a specific company. |
| Branch | Select the portfolio branch for which this letter will be used from the drop-down list. This may be ALL or a specific branch. This must be ALL if in the Company field you selected ALL). |
| Product | Select the product for which this letter will be used from the drop-down list. This may be ALL or a specific product. |
| State | Select the state for which this letter will be used from the drop-down list. This may be ALL or a specific state. |
| Currency | Select the currency for which this letter will be used from the drop-down list. This may be ALL or a specific currency. |

3. Perform any of the [Basic Actions](#) mentioned in Navigation chapter.

Appendix A: System Parameters

A.1 Introduction

System defined parameters help in configuring system specific data, User-access, location of system files; reports related URLs and other administration controlled data. These are essential to be configured during installation and some of them by nature of application will have to be reviewed and maintained in a regular and periodic manner.

Following are the types of parameters are used in OFSLL system depending on the areas of the system that these would apply and impact:

- [System Parameters](#)
- [Organization Parameters](#)
- [Company Parameters](#)
- [Other Parameters](#)

Note

All the above parameters can be controlled (enabled/disabled) only by System Administrators, and users with Admin/Super User privileges who would be involved in setting-up OFSLL system.

A.2 System Parameters

System parameters apply to the entire system. They relate to the overall processing of the system like application server file locations, data purging configurations and so on. Table below details the list of system parameters with their description and pre-defined values.

| Sl.No | Parameter | Description |
|-------|------------------------|--|
| 1 | ACA_DLQ_AMT_EXCLUDED | This parameter is used to exclude delinquency amount for account ACH |
| 2 | ACA_PAYMENT_AUTO_LOAD | This parameter is used to control posting directly from the ACH file that has been created for customer payments. Input parameter value is Boolean (Yes/No). If the parameter is set to 'Y', the system automatically creates payment batches for the payments in the ACH file and posts them on the day of payment. |
| 3 | ACA_PRENOTE_DAYS | This parameter is used to define the number of days the prenote should be initiated for customer ACH (Automated Clearing House) accounts. Input parameter value is numeric. |
| 4 | ACA_PRE_PROCESS_DAYS | This parameter is used to specify the number of days before draft day for Account ACH process. Input parameter value is numeric. |
| 5 | ACH_PAYEE_PRENOTE_DAYS | This parameter is used to define the number of days for prenote to occur for Producer or Vendor ACH accounts. Input parameter value is numeric |

| Sl.No | Parameter | Description |
|-------|-------------------------------|---|
| 6 | ADMIN_SERVER_URL | This parameter is used to define the admin server URL |
| 7 | ADR_DIRECTORY | This parameter is used to define the Oracle Directory Object Name for ADR file location |
| 8 | ADR_PROCESSED_DIRECTORY | This parameter is used to define the Oracle Directory Object Name for ADR file location |
| 9 | AGE_APPROVED_CONDITIONED_DAYS | This parameter is used to specify the number of days by which an application in 'Approved' or 'Conditioned' status is treated as Aged Application. Input parameter value is numeric with no upper limit. |
| 10 | AGE_CONTRACT_DAYS | This parameter is used to specify the number of days by which a contract is treated as Aged Contract. Input parameter value is numeric with no upper limit. |
| 11 | ASC_COL_SER_ENABLED_IND | This parameter is used as the Collection Servicing Enabled Indicator |
| 12 | CAC_DIRECTORY | This parameter is used to define the Oracle Directory Object Name for CAC file location |
| 13 | CAC_PROCESSED_DIRECTORY | This parameter is used to define the Oracle Directory Object Name for CAC file location |
| 14 | CHECK_PRINT_PREVIEW | Using this parameter we can allow preview of application in pdf form before printing. Input parameter value is Boolean (Yes/No). |
| 15 | CMN_AMOUNT_ROUND_FACTOR | This parameter is used to define the rounding factor for applicable fields (in this case calculated amounts). Input parameter value is 'ROUND AMOUNT TO 2 DECIMALS'. Currently system supports rounding factor 2 only. |
| 16 | CMN_AMOUNT_ROUND_METHOD | This parameter is used to define the amount round method during system set-up and would be applicable for all calculated amounts (calculated fees, payment etc.) across the application. Input values are ROUND, RAISE and CUTOFF: ROUND: Rounded to nearest number higher or lower RAISE: Rounded to the nearest higher number CUTOFF: Truncate the digits without rounding or raising |
| 17 | CMN_APP_ACC_TITLE_FN_LN | This parameter is used to set the Application or Account title in one of the formats – First/Last Name or Last/First Name. Input parameter value is Boolean (Yes/No). If Yes is chosen, title would be in the format – First/Last Name, else the other option. |

| Sl.No | Parameter | Description |
|-------|------------------------------------|---|
| 18 | CMN_APP_- SERVER_HOME | This parameter is used to set the Application Server Home Directory. Input parameter value is user defined. |
| 19 | CMN_CURRENT_MOD- EL_YEAR | This parameter is used to default the Current Model Year. |
| 20 | CMN_DEBUG_LEVEL | This is the Common Debug Level |
| 21 | CMN_DEBUG_METHOD | This is the Common Debug Method |
| 22 | CMN_- FILE_PROCESS_TO_LOB | This parameter is used to change incoming/outgoing file process to CLOB process |
| 23 | CMN_GL_POST_DT | This parameter is used to specify the General Ledger Posting date. If scheduler is enabled, it automatically updates this to current system date. Else Admin User would need to set this date manually to ensure correct posting dates in GL. |
| 24 | CMN_HTTP_PROX- Y_PORT | This parameter is enabled to specify the port to be used for outgoing HTTP connections. Input parameter value is user defined. |
| 25 | CMN_HTTP_PROXY_- SERVER | This parameter is enabled to specify the proxy server to be used for outgoing HTTP connections. Input parameter value is user defined. There exists an interdependency of this parameter with CMN_HTTP_PROXY_PORT mentioned above. |
| 26 | CMN_INT_360_ACCRU- AL_DAYS_MTHD | This parameter is used to specify the interest accrual method for 360 days, to be used by the System for all calculations with interest. Currently two methods are supported. Input parameter value is 'US' or 'EU' representing American and European method of interest accrual for 360 days. |
| 27 | CMN_TEST_TOOL_LOG- GING | This parameter is used to set testing tool logging parameter |
| 28 | CMN_SCHEMA_ID | This is used to specify the schema identifier for all users. |
| 29 | CMN_SCHEMA_NAME | This is used to specify the Oracle User Name for a specific schema. Input parameter value is user defined. |
| 30 | CMN_SCHEMA_PASS- WORD | This captures the password for Oracle, for the specific schema. Input parameter value is user defined. This parameter need not be enabled when in Oracle Network. |
| 31 | CMN_SERVER_HOME | This parameter captures the Server Home Directory. Input parameter value is user defined. |

| Sl.No | Parameter | Description |
|-------|------------------------------|---|
| 32 | CMN_SERVER_TEMP_DIR | This parameter is used to specify the temporary directory on the server along with the path. Input parameter value is user defined. |
| 33 | CMN_SER_ENVIRONMENT_FILE | This parameter captures the environment file (and its path) for running the Operating System commands from Job Service. Input parameter value is user defined. |
| 34 | CMN_SYSTEM_UNDER_MAINTENANCE | This parameter specifies whether the system is under maintenance or not. Input parameter value is Boolean (Yes/No). |
| 35 | CMN_WALLET_PASSWORD | This parameter is used to specify the common wallet password. Input parameter value is user defined. |
| 36 | CMN_WALLET_PATH | This parameter is used to specify the common wallet path for oracle database. Input parameter value is user defined. |
| 37 | CPP_NO_OF_PROMISES | This parameter is used to define the maximum number of promises/chances allowed for a customer who is delinquent and promises to pay. Input parameter value is numeric with no upper limit. |
| 38 | CPP_PROMISE_HELD_DAYS | This parameter is used to define the maximum number of days after the promises made by the customer to pay are broken to initiate further actions. Input parameter value is numeric with no upper limit. |
| 39 | CRD_CHS_BIN | This parameter holds the value of the credit card BIN (Bank Identification Number for Credit Cards), for CHASE interface. Input parameter value is user defined. (P.S: OFSLL supports CHASE interface for credit card payments processing) |
| 40 | CRD_CHS_CUR_CODE | This parameter is used to specify the currency code of the transacting currency for CHASE interface. Input parameter value is user defined. |
| 41 | CRD_CHS_DIR_PATH | This parameter is used to specify the directory path for CHASE payment interface for Credit Cards. Input parameter value is user defined. |
| 42 | CRD_CHS_IND_TYPE | This is used to specify the industry type for CHASE payment interface for Credit Cards. Input parameter value is user defined. |
| 43 | CRD_CHS_MERCHANT_ID | This captures the merchant ID number for CHASE payment interface for Credit Cards. Input parameter value is user defined. |

| Sl.No | Parameter | Description |
|-------|-------------------------------|--|
| 44 | CRD_CHS_RE-MOTE_HOST_NAME | This captures the remote host name for seeking approvals for CHASE payment interface. Input parameter value is user defined. |
| 5 | CRD_CHS_SEC_RE-MOTE_HOST_NAME | Similar to the previous parameter this captures the secondary remote host name of CHASE interface for seeking approvals for credit card payments. Input parameter value is user defined. |
| 46 | CRD_CHS_TIMEOUT | This parameter is used to define the timeout limit when polling the interface for processing credit card payments. Input parameter value is numeric. |
| 47 | CRD_CHS_USR_ID | This parameter captures the user id for CHASE interface which is required whenever the System needs to access/seek authorizations/process payments for credit cards etc. Input parameter value is user defined. |
| 48 | CRD_PTB_RE-MOTE_HOST_NAME | This is the Protobase Remote Host Name |
| 49 | CRD_PTB_RE-MOTE_HOST_PORT | This is the Protobase Remote Host Port |
| 50 | CRD_PTB_TIMEOUT | This is the Protobase Timeout Value |
| 51 | CRD_SOURCE_TYPE_CD | This is the Source Type Code |
| 52 | DDT_CREATE_DUE_-DATE_HISTORY | This parameter must be enabled to create a due date history for any account. Due date history sub tab under Transaction history displays the delinquency history of an account in a tabular format detailing Due date, Due Amount, Last Payment date, Payment Amount, Balance Amount, Days past due and Payment received flag. The input parameter value for this parameter is Boolean (Yes/No). |
| 53 | DECI-SION_BUY_RATE_TOL-ERANCE | This parameter is used to define the variance in buy rate |
| 54 | EDF_DIALER_ACCT_-TYPE | This parameter is used to set up the account number reference for the dialer file to pick-up records for Auto dialer interface. Input parameter value is account number. |
| 55 | FIN_TIMEOUT | This parameter is used to define the polling interval for Fax-in service, i.e. minutes after which the Fax-in service would poll to establish a connection periodically. Input parameter value is numeric. |
| 56 | FLL_BPEL_PROCESS | This parameter is set to use BPEL process in OFSLL. Input parameter value is Boolean (Yes/No). |

| Sl.No | Parameter | Description |
|-------|-------------------------------------|---|
| 57 | ICA_INPUT_FILE_FORMAT | This parameter is used to define the input call activity file format |
| 58 | IFD_DIRECTORY | This parameter is used to define the Oracle directory object name for IFD file location |
| 59 | IFD_PROCESSED_DIRECTORY | This parameter is used to define the Oracle directory object name for IFD file location |
| 60 | INCOMING_LOB_PURGE_DAYS | This parameter is used to define the incoming process file table purge days |
| 61 | INPUT_DIRECTORY | This parameter is used to define the Oracle directory object name for INPUT file location |
| 62 | ITU_DIRECTORY | This parameter is used to define the Oracle directory object name for ITU file location |
| 63 | ITU_PROCESSED_DIRECTORY | This parameter is used to define the Oracle directory object name for ITU file location |
| 64 | IVR_DIRECTORY | This parameter is used to define the Oracle directory object name for IVR file location |
| 65 | IVR_PROCESSED_DIRECTORY | This parameter is used to define the Oracle directory object name for IVR file location |
| 66 | JSC_START_OF_BUSINESS_TIME | This parameter is used to set the start of business time. Input parameter value is time in 24 hour format. |
| 67 | JSC_TIMEOUT | This parameter is used to set the polling interval for job scheduler. Input parameter value is numeric. To check whether it represents minutes/seconds. |
| 68 | JSV_ARCHIVE_SERVER_CONFIG | This parameter is used to set the configuration file for reports archive server. Input parameter value is user defined. |
| 69 | JSV_ARCHIVE_SERVER_URL | This parameter is used to specify the archive server url. Input parameter value is user defined. |
| 70 | JSV_BI_PASSWORD | This parameter is used to define the BI Publisher Password |
| 71 | JSV_BI_USER | This parameter is used to define the BI Publisher User ID |
| 72 | JSV_TEMPORARY_DIRECTORY | This parameter is used to define Oracle directory object name for Job Service Temp file location |
| 73 | JSV_BI_PASSWORD-JSV_REPORTS_RUNTIME | This parameter is to specify the reports runtime program. Input parameter value is user defined. |

| Sl.No | Parameter | Description |
|-------|------------------------------|--|
| 74 | JSV_REPORTS_RUNTIME_CMDFILE | This parameter is used to specify the reports runtime command file. Input parameter value is user defined. |
| 75 | JSV_REPORTS_SERVER_CONFIG | This parameter is used to specify the configuration file for reports server. Input parameter value is user defined. |
| 76 | JSV_REPORTS_SERVER_URL | This is used to specify the URL for the reports server. Input parameter value is user defined. |
| 77 | JSV_REPORT_ARCHIVE_DIRECTORY | This is used to specify the path & directory of Reports archive, input parameter value being numeric. |
| 78 | JSV_SMTP_SERVER | This parameter specifies the SMTP server used by job service for sending email messages. Input parameter value is user defined. |
| 79 | JSV_TIMEOUT | This is to specify the polling interval for the job service during time out. Input parameter value is numeric. To check whether it represents minutes/ seconds. |
| 80 | JSV_USE_BI_PUBLISHER | This parameter defines whether BI publisher should be used to process reports are not. Input parameter value is Boolean (Yes/No). |
| 81 | JSV_USE_REPORTS_SERVER | This parameter is used to specify whether reports server from job service should be used or not. Input parameter value is Boolean (Yes/No). |
| 82 | LBX_TXN_GROUPING_CNT | This parameter is used to specify the no. of records per batch for payment transactions and lock box batch records. Input parameter value is numeric. |
| 83 | LCO_COL_LETTER1_GEN_DAYS | This parameter specifies the number of days post which first collection letter should be generated for accounts with dues unpaid. Input parameter value is numeric. |
| 84 | LCO_COL_LETTER2_GEN_DAYS | This parameter specifies the number of days post which second collection letter should be generated for accounts with dues unpaid. Input parameter value is numeric. |
| 85 | LCO_COL_LETTER3_GEN_DAYS | This parameter specifies the number of days post which third collection letter should be generated for accounts with dues unpaid. Input parameter value is numeric. |
| 86 | LIEN_RELEASE_DAYS | This parameter is used to define the Lien Release Days |
| 87 | LOCKBOX_DIRECTORY | This parameter is used to define the Oracle directory object name for Lockbox file location |

| Sl.No | Parameter | Description |
|-------|------------------------------|---|
| 88 | LOCKBOX_PROCESSED_DIRECTORY | This parameter is used to define the Oracle directory object name for processed Lockbox file location |
| 89 | LOR_ADVERSE_ACTION_GEN_DAYS | This parameter is used to specify the number of days after the third collection letter post which the adverse action letter is to be generated. Input parameter value is numeric. |
| 90 | LOG_LOB_PURGE_DAYS | This parameter is used to log files header table purge days |
| 91 | MAX_AGED_TXN_AUTHORIZE_DAYS | This parameter is used to specify the maximum number of days within which a transaction should be authorized. Input parameter value is numeric and represents the number of days. |
| 92 | MAX_VOID_TXN_AUTHORIZE_DAYS | This parameter is used to set the maximum days to authorize transaction |
| 93 | OCP_CUSTOMER_PAYMENT_SITE_ID | This parameter is used to set the customer payment extract file site id |
| 94 | OCP_INCLUDE_ACH_ACC | This parameter is used to set the customer payment extract including ach accounts |
| 95 | OUTGOING_LOB_PURGE_DAYS | This parameter is used to define the outgoing process file table purge days |
| 96 | OUTPUT_DIRECTORY | This parameter is used to define Oracle directory object name for OUTPUT file location |
| 97 | PAC_ARCHIVE_DAYS | This parameter is used to define number of days for periodic archiving of account. Input parameter value is numeric. |
| 98 | PAC_OARCHIVE_DAYS | This parameter is used to define the number of days for archiving accounts from 'O' tables i.e. old tables. Input parameter value is numeric |
| 99 | PAP_ARCHIVE_DAYS | This parameter is used to define the number of days for archiving applications on a periodic basis. Input parameter value is numeric. |
| 100 | PAP_OARCHIVE_DAYS | This parameter is used to define the number of days for archiving applications from 'O' tables. Input parameter value is numeric. |
| 101 | PCU_CHECK_REFUND_DAYS | This parameter is used to specify the maximum number of days within which an overpayment from the customer can be refunded. Input parameter value is numeric. |
| 102 | PDC_PRE_PROCESS_DAYS | This parameter value will define the number of days prior to the due day, regular account PDC process should be initiated. Input parameter value is numeric. |

| Sl.No | Parameter | Description |
|-------|----------------------|--|
| 103 | PENDING_PDC_DAYS | This parameter value will define the number of days before the initiation day for pending PDC accounts. |
| 104 | PGL_ARCHIVE_DAYS | This parameter defines the number of days, post which the transactions in GL would be archived. Input parameter value is numeric |
| 105 | PGL_OARCHIVE_DAYS | This parameter is used to define the number of days, post which the transactions in GL will be moved to the 'O' tables. Input parameter value is numeric. |
| 106 | PJR_PURGE_DAYS | This parameter is used to specify the days post which the job requests are to be purged. Input parameter value is numeric. |
| 107 | POD_PURGE_DAYS | This parameter is used to define the number of days after which the Output data file headers are to be purged. Input parameter value is numeric. |
| 108 | PPA_ARCHIVE_DAYS | This parameter is used to specify number of days after which pools and its transactions archiving is to be done to 'O' tables. Input parameter value is numeric. |
| 109 | PPA_OARCHIVE_DAYS | This parameter is used to specify number of days after which pools and its transactions archiving is to be done to 'OO' tables. Input parameter value is numeric |
| 110 | PPR_ARCHIVE_DAYS | This is used to specify the days for archival of producers details on a regular basis. Input parameter value is numeric. |
| 111 | PPR_OARCHIVE_DAYS | This is used to specify the days after which the producers details from 'O' tables need to be archived. Input parameter value is numeric. |
| 112 | PPX_ARCHIVE_DAYS | This is used to specify the days after which producer transactions are to be archived. Input parameter value is numeric. |
| 113 | PPX_OARCHIVE_DAYS | This is used to specify the days after which the producer transactions are to be moved from 'O' tables. Input parameter value is numeric. |
| 114 | PJR_COPY_PURGED_DATA | This parameter is used to copy data into purge tables |
| 115 | PST_ARCHIVE_DAYS | This parameter specifies the number of days for which the statements are to be archived. Input parameter value is numeric. |
| 116 | PST_OARCHIVE_DAYS | This parameter specifies the number of days for which the statements are to be archived in the 'O' tables. Input parameter value is numeric. |

| Sl.No | Parameter | Description |
|-------|------------------------|---|
| 117 | PTT_PURGE_DAYS | This is used to specify the number of days after which the PTT table is to be purged. Input parameter value is numeric. |
| 118 | PTX_ARCHIVE_DAYS | This parameter is used to specify the number of days the transactions are to be archived. Input parameter value is numeric. |
| 119 | PTX_OARCHIVE_DAYS | This parameter is used to specify the number of days after which the archived transactions from 'O' tables are to be moved. Input parameter value is numeric. |
| 120 | PTX_TX-N_LAST_PURGE_DT | This parameter stores the date when transactions were purged last in the OFSLL system. Input parameter value is date. |
| 121 | PUL_PURGE_DAYS | This parameter is used to specify the number of days post which the User login details are to be purged. Input parameter value is numeric. |
| 122 | PVA_ARCHIVE_DAYS | This parameter stores the number of days for archival of regular vendor assignments. Input parameter value is numeric. |
| 123 | PUP_ARCHIVE_DAYS | This parameter stores the number of days for archival of transaction upload. Input parameter value is numeric |
| 124 | PUP_OARCHIVE_DAYS | This parameter is used to specify the number of days after which the archived transactions from 'O' tables are to be moved. Input parameter value is numeric |
| 125 | PUP_TUP_LAST_PURGE_DT | This parameter stores the date when transactions upload were purged last in the OFSLL system. Input parameter value is date. |
| 126 | PVA_OARCHIVE_DAYS | This parameter value specifies the number of days for archival of vendor assignments from 'O' tables to 'OO' tables. Input parameter value is numeric. |
| 127 | PVI_ARCHIVE_DAYS | This parameter is used to specify the number of days for which the regular vendor invoices are to be archived. Input parameter value is numeric. |
| 128 | PVI_OARCHIVE_DAYS | This parameter is used to specify the number of days post which the regular vendor invoices are to be moved from 'O' tables to 'OO' tables. Input parameter value is numeric. |
| 129 | RAC_LOAD_FREQUENCY | This parameter is used to specify Accounts RDH Load Frequency |
| 130 | RAP_LOAD_FREQUENCY | This parameter is used to specify Applications RDH Load Frequency |

| Sl.No | Parameter | Description |
|-------|--------------------------------|--|
| 131 | RAT_LOAD_FREQUENCY | This parameter is used to specify Asset Tracking RDH Load Frequency |
| 132 | RBK_LOAD_FREQUENCY | This parameter is used to specify Bankruptcy Details RDH Load Frequency |
| 133 | RCA_LOAD_FREQUENCY | This parameter is used to specify Call Activities RDH Load Frequency |
| 134 | RCH_LOAD_FREQUENCY | This parameter is used to specify Deficiency Details RDH Load Frequency |
| 135 | RCO_LOAD_FREQUENCY | This parameter is used to specify Contracts RDH Load Frequency |
| 136 | RFO_LOAD_FREQUENCY | This parameter is used to specify Repo-Foreclosure RDH Load Frequency |
| 137 | RPR_LOAD_FREQUENCY | This parameter is used to specify Producers Rdh Load Frequency |
| 138 | RST_LOAD_FREQUENCY | This parameter is used to specify Setup Data RDH Load Frequency |
| 139 | RTX_LOAD_FREQUENCY | This parameter is used to specify Txns RDH Load Frequency |
| 140 | SALESAGENT_MAIL_SEND_IND | This parameter is used to specify whether decision fax needs to be sent to sales agent (yes/no) |
| 141 | SCORING_PARAMETER_ALERT | This parameter is used to set the scoring parameter alert |
| 142 | SQL_DIRECTORY | This parameter is used to set the Oracle directory object name for SQL file location |
| 143 | TES_ANA_PRE_PROCESS_CYCLES | This parameter is used to specify the pre-process cycles required for Escrow analysis. Input parameter value is numeric. |
| 144 | TES_DSB_ANALYSIS_PERCENT | This parameter is used to specify the percentage for escrow disbursements. Input parameter value is numeric. |
| 145 | TES_DSB_PRE_PROCESS_DAYS | This is used to specify the number of days for pre-process for escrow disbursements. Input parameter value is numeric. |
| 146 | TPE_AMORTIZE_ACCRUED_INT_ONLY | This parameter is used to specify that system has to amortize accrued interest at month end |
| 147 | TPE_APPLY_LTC_FROM_CURR_DUE_DT | This parameter is used for pyramid law fee method to apply late charge from current due date |
| 148 | TPE_ESC_ANALYSIS_DELQ_AMT | Parameter considers billed but uncollected amount for escrow analysis |

| Sl.No | Parameter | Description |
|-------|-------------------------------|---|
| 149 | TPE_EXCESS_PAYMENT_TO_MEMO | Excess payment on the account will be moved to memo payment. |
| 150 | TPE_EXCLUDE_ESC_LTC | This parameter defines whether escrow should be included or excluded while calculating late charge. Input parameter value is Boolean (Yes/No). |
| 151 | TPE_EXT_CYCLES_BACKDATED | This parameter is used to define the maximum extension cycles allowed for back dating. Input parameter value is numeric with no upper limit |
| 152 | TPE_FUTURE_PAYOFF_DAYS | The value specified in this parameter validates the 'Valid Up to Date' with 'Payoff quote' during monetary transactions posting. |
| 153 | TPE_GL_REFUND_HOLD_DAYS | This parameter is used to define the number of days the non-refunded amount can be held in GL. Input parameter value is numeric. |
| 154 | TPE_MAX_CYCLES_BACKDATED | This parameter is used to define the maximum cycles that are allowed for back dating in OFSLL. Input parameter value is numeric. |
| 155 | TPE_MIN_1098_INT_AMT_PAID | This parameter is used to specify the lower limit or minimum interest amount paid for 1098 i.e. Mortgage Interest Statement. In the US, FIs need to report mortgage interest of \$600 or more received from individuals, during the course of their business. Input parameter value is 600, the minimum value above which reporting by FI is required in form 1098 for each mortgage account. |
| 156 | TPE_OLDEST_DUE_DT_NEW_MTHD | This parameter is enabled to specify whether new method for calculation of oldest due date based on given data should be used or not. Input parameter value is Boolean (Yes/No). |
| 157 | TPE_PAID_TO_CLOSE_DAYS | This parameter is used to specify the number of days allowed post which a paid account would be closed. Input parameter value is numeric. |
| 158 | TPE_PAYMENT_TO_MULTI_ACCOUNTS | This parameter is enabled to allow one payment for dues in multiple accounts. Input parameter value is Boolean (Yes/No). |
| 159 | TPE_PAYOFF_VALID_THRU_DAYS | This parameter is used to specify the number days the pay-off quote is valid by default. i.e. if the parameter is set as 7, the payoff quote is valid for 7 days and customer can pay the quoted amount as final closure amount within those days. Input parameter value is numeric. |
| 160 | TPE_PMT_POST_EOD | This parameter is used to allow payments when the batch process for End of Day is running. Input parameter value is Boolean (Yes/No). If this is set to 'Y', payments can be allowed during EOD. |

| Sl.No | Parameter | Description |
|-------|--------------------------------|---|
| 161 | TPE_SCHGOFF_DLQ_DAYS | This parameter is used to define the number of delinquent days to treat an account for SCHGOFF (charge – off). Input parameter value is numeric. (To verify) |
| 162 | TPE_SCHGOFF_REVIEW_DAYS | This parameter is used to define the number of days allowed for review of SCHGOFF accounts. Input parameter value is numeric. |
| 163 | TPE_SCRA_DEFAULT_INTEREST_RATE | This parameter is used to define the default interest rate that is to be applied for customers who are in military duty. OFSLL will apply the lower of the prevailing interest rate or SCRA default interest rate specified through this parameter. Input parameter value is numeric (in this case 6, which is interest rate to be applied for SCRA accounts. |
| 164 | TPE_SHOW_BACKDATE_WARNING | This parameter is used to define whether a warning message is to be shown if monetary transaction is backdated |
| 165 | TPE_STMT_INC_ALL_TXNS | This parameter is enabled to define whether all transactions should be included in the statements or otherwise. Input parameter value is Boolean (Yes/No). |
| 166 | TPE_STOP_COMP_DELQ_DAYS | This parameter is used to stop computation when delq days > 60 |
| 167 | TPE_TXN_POST_DEFAULT_GLDATE | This parameter is used to default GL date in date type parameters during txn posting (y/n) |
| 168 | TPE_VOID_TO_CLOSE_DAYS | This parameter is used to define the number of days allowed for closing Void accounts. Input parameter value is numeric. |
| 169 | UIX_DEFAULT_IMAGE_PATH | This parameter is used to define the default image directory maintained for the purpose of online attachment of document images to an application using documents maintenance section under Account documentation. Input parameter value is user defined. |
| 170 | UIX_DIRECT_LOAN_COMBO_ULN_UFN | This parameter when set to yes allows underwriting and funding to be carried on by a single responsibility for direct loans only. Input parameter value is Boolean (Yes/No). |
| 171 | UIX_INCOMING_FILE_PATH | This parameter is used to specify incoming file path of app server |
| 172 | UIX_LOCAL_COUNTRY_CD | Through this parameter we can set the local country where an FI has multiple branches across different geographies. Input parameter value is user defined. |

| Sl.No | Parameter | Description |
|-------|--------------------------------|--|
| 173 | UIX_LOCK_UNLOCK_AND_COPY | This parameter is used to enable the user interface lock / unlock and copy features. Input parameter value is Boolean (Yes/No). |
| 174 | UIX_MAX_ACC_SEARCH_ROWS | This parameter is used to specify the maximum number of account rows to be returned for search functionality. Input parameter value is numeric. |
| 175 | UIX_MAX_APP_SEARCH_ROWS | This parameter is used to specify the maximum number of application rows to be returned for search functionality. Input parameter value is numeric. |
| 176 | UIX_OUTGOING_FILE_PATH | This parameter is used to specify outgoing file path of app server |
| 177 | UIX_REPORTS_SERVER_CONFIG | This parameter can be used to specify the user interface reports server configuration file. This is not required for OFSLL. |
| 178 | UIX_REPORTS_SERVER_URL | This parameter sets the URL for Reports server. Input parameter value is user defined. |
| 179 | UIX_SHOW_LN_VARIABLE_RATE_TABS | This parameter can be used to show loan variable rate tabs. Input parameter value is Boolean (Yes/No). This is not required for OFSLL. |
| 180 | UIX_UTILITIES_SERVLET_URL | This parameter can be used to specify the User Interface utilities servlets URL. This is not required for OFSLL. |
| 181 | UPR_PRO_NBR_SYS_GENERATED | This parameter can be used to specify whether producer number should be system generated or seek input from user. Input parameter value is Boolean (Yes/No). Generally this is set to yes for system generation. |
| 182 | VEV_NADA_TOKEN_URL | This parameter is used to set the token URL for vehicle evaluation interface NADA. Input parameter value is user defined. |
| 183 | VEV_NADA_UPDATE_DAY | This parameter is used to specify the day of the month to update the vehicle evaluations every month. Input parameter value is numeric. |
| 184 | VEV_NADA_URL | This parameter is used to set the URL for vehicle evaluation interface NADA. Input parameter value is user defined. |
| 185 | VEV_NADA_USER_ID | This parameter is used to specify the User id for login to the NADA interface. Input parameter value is user defined. |
| 186 | VEV_NADA_USER_PASSWORD | This parameter is used to specify the password for login to the NADA interface. Input parameter value is user defined. |

| Sl.No | Parameter | Description |
|-------|------------------------------|---|
| 187 | VEV_VALUATION_REGION | This parameter is used to define the default region for vehicle evaluation. Input parameter value is the region name, and is user defined. |
| 188 | VEV_VALUATION_SOURCE_CD | This parameter is used to specify the default vehicle evaluation source code. Input parameter value is user defined. A number of parameters are possible in OFSLL as below: 1.Appraisal Company 2.Broker 3.BUC GUIDE 4.DATA QUICK 5.NAMS/SAMS SURVEY – USED 6.REALTOR 7.NADA INTERFACE USED CARS 8.BLACKBOOK INTERFACE USED CARS 9.KELLY INTERFACE 10.NADA – NEW 11.NADA – USED 12.KELLY NEW BLUE BOOK 13.KELLY USED BLUE BOOK 14.INVOICE 15.BLACK BOOK 16.NADA INTERFACE COMMERCIAL TRUCKS 17.COMPANY INVOICE 18.GOLD BOOK 19.GALVS 20.OTHER 21.ALG |
| 189 | WFP_DIRECTORY | This parameter is used to specify the Oracle directory object name for WFP file location |
| 190 | WFP_MAX_CYCLES_BACKDT | This parameter is used to specify the back dated cycles date for WFP. |
| 191 | WFP_PROCESSED_DIRECTORY | This parameter is used to define oracle directory object name for wfp file location. |
| 192 | WFP_REVERSE_TXN_IND | This parameter is enabled to define the WFP reversal indicator. Input parameter value is Boolean (Yes/No). |
| 193 | XAE_DEALUPD_MAX_ALLOWED_DAYS | This parameter is used to define the max allowed days for Deal Update |
| 194 | XAE_DEALUPD_ALLOWED_IND | This parameter is used to indicate whether deal update is allowed or not |
| 195 | XSL_TAX_INTERFACE | This parameter is used to specify the sales tax interface in OFSLL. Input parameter value is user defined. In this case it is held as 'Manual'. |
| 196 | OUTBOUND_CALL_Q | This parameter is used to generate reports (including emailing statements/letters) using Application Server instead of Database server. |

| Sl.No | Parameter | Description |
|-------|-------------------------------|---|
| 197 | ACA_PRE_PROCESS_DAYS_FIRST | This parameter is used to configure the number of days before the debit day for ACH process in first time/ one-time case |
| 198 | IPR_PROCESSED_DIRECTORY | This parameter is used to define the Oracle directory object name for processed IPR file location |
| 199 | IPR_DIRECTORY | This parameter is used to define the Oracle directory object name for IPR file location |
| 200 | UIX_PWD_MGMT_EXTERNAL_URL | This parameter is used to set external password management url, if applicable |
| 201 | UIX_PWD_MGMT_EXTERNAL | This parameter is used to define the parameter if password management is external. (SET Y IF PASSWORD MANAGEMENT IS EXTERNAL (Y/N)). |
| 202 | ICU_PROCESSED_DIRECTORY | This parameter is used to define the Oracle directory object name for processed ICU file location |
| 203 | ICU_DIRECTORY | This parameter is used to define the Oracle directory object name for ICU file location |
| 204 | UIX_BILL_CYCLE_ALLOWED_IND | This parameter is used to indicate whether Billing cycle is allowed at the application level |
| 205 | CMN_EOD_SLEEP_MINS | This parameter is used to set in minutes the EOD sleep time |
| 206 | CMN_CORE_BANK_TXN_CD | This parameter is used to set code for OFSLL and Core Banking integration |
| 207 | UIX_DIRECT_DISB_MANUAL_SELECT | This parameter will allow manual selection of disbursement mode for direct loans |
| 208 | ICC_DLQ_AMT_EXCLUDED | This parameter enabling will exclude delinquency amount for CASA account |
| 209 | CMN_CORE_BANK_IND | This parameter is used to set whether OFSLL can integrate with Core Banking. |
| 210 | BKRP_FILE_REC_LIMIT | <p>This parameter is used to set the limit of total number of records allowed to be added in the 'Input Data File' shared from external interface.</p> <p>Note: if the number of records exceeds the set limit, multiple 'Input Data Files' are to be created.</p> |
| 211 | UVN_VEN_NBR_SYS_GENERATED | This parameter is used to validate if 'Vendor Number' has to be auto generated (if set to Y) or to be specified manually in the Vendor details screen. |

| Sl.No | Parameter | Description |
|-------|----------------------------------|---|
| 212 | METRO_WITHOUT_COLL_IND | <p>This parameter indicates whether Metro II reporting is handled without OFSLL Collections module being used. If the parameter value is set as 'Y' i.e. collection module is not used, system updates the collateral status directly as part of 'REPO' call activity.</p> <p>However when Collections module is being used, the Collateral status is tracked with the repossession details updated in 'Repo/Foreclosure' screen of Collections module.</p> |
| 213 | METROII - FIRST_DELTQ_DT_ADD_DAY | <p>This parameter is used to calculate the first delinquency date that needs to be reported in the Metro II reporting file.</p> <p>By default the parameter is 'disabled' indicating that the initial delinquency date calculated by the system is used for Metro II reporting. The same needs to be enabled to add the parametrized number of days to the system calculated first delinquency date for the Metro II reporting purpose.</p> |
| 214 | DAYS_TO_PULL_CRB_REPORT | <p>This parameter is used to configure the number of days permitted to pull a Bureau report from the same company and for the same customer.</p> |
| 215 | XWS_ACS_RESP - MULTI_RECORD_IND | <p>This parameter is used to indicate if multiple records exist in the response file received for account search.</p> <p>Accordingly, when there are multiple records found and this parameter is enabled and set to 'No' (default), system displays an error message "Too Many Records Found. Please Refine Search by Adding One More Parameter"</p> <p>However, when this parameter is set to 'Yes', system only indicates that there are multiple records/rows in response file.</p> |
| 216 | GRI_DLQ_DAYS_AUTO_STATUS_CHG | <p>This parameter is used to define the delinquency days which inturn is used to automatically update the status of a work order to 'PENDING ON HOLD' status.</p> |
| 217 | TPE_PMT_POSTING - CLS_ACCOUNT | <p>This parameter is used to define the payment posting criteria for Closed - Paid Off/ Charged-off accounts.</p> <p>Accordingly, OFSLL accepts payment posting on closed accounts only when the parameter is set to 'Y' and all the payments received through Payment Entry screen or 'Payment Upload' file are posted to a 'Suspense' account.</p> |

| Sl.No | Parameter | Description |
|-------|---------------------------|--|
| 218 | TPE_BACKDT_P-MT_POSTING | <p>This parameter is used to define the payment posting criteria for backdated payments for the following type of account conditions:</p> <ul style="list-style-type: none"> - Paid off - Charged-off - Account under activation - Account under conversion - Non-performing Account - PC2 SI (Pre-computed to Simple Interest) Reschedule <p>Accordingly, OFSLL accepts backdated payment posting only when the parameter is set to 'Y' and all the payments received through Payment Entry screen or 'Payment Upload' file are posted to a 'Suspense' account.</p> |
| 219 | EXP_PA_-SOFT_PULL_IND | This parameter when enabled allows 'Soft Pull' Credit Bureau request, specifically for Experian Premier Attribute Consumer Report without impacting the consumer FICO score. |
| 220 | PMT_BATCH_POSTING | This parameter (PAYMENT BATCH POSTING PREFERENCE) is used to define the status of payment transactions which are uploaded in bulk through a batch process. |
| 221 | POOL_ACTIVE_ACCOUNTS_ONLY | This parameter controls the type of accounts that can be added to a Securitization Pool and allows adding only 'Active' status accounts since the same is enabled (value set to 'Y') by default. To add accounts with other status such as Active, Paid Off, Charged Off, Void, Terminate. and so on, set the value of system parameter to 'N'. |
| 222 | AUTO_GEN_ACC_NBR_-CONV | This parameter is used for conversion accounts to decide option of account number generation. If the value of parameter is set to 'Y' the account number is automatically generated in OFSLL during conversion and if the value is 'N', then external reference number (generated in third party system) itself is appended as the account number. |

| Sl.No | Parameter | Description |
|-------|---------------------------------|---|
| 223 | OUTBOUND_DL- R_TRACK_Q | <p>This parameter defines the settings for batch job 'SET_XPR' to either use MDB (Message Driven Bean) flow (if value set to 'Y') or existing work flow (if value set to 'N') to dump producer details maintained in the system into Dealer Track.</p> <p>MDB flow generates outbound JMS message through the configured MDB interface and can avoid current database outbound calls and session timeout.</p> <p>In the existing workflow, the database makes synchronous outbound calls to producer data dump web service, to dump the data and acknowledge the database with the status (success or failure).</p> |
| 224 | OUTBOUND_ROUTE- ONE_Q | <p>This parameter defines the settings for batch job 'SET_XPR' to either use MDB (Message Driven Bean) flow (if value set to 'Y') or existing work flow (if value set to 'N') to dump producer details maintained in the system into ROUTEONE.</p> <p>MDB flow generates outbound JMS message through the configured MDB interface and can avoid current database outbound calls and session timeout.</p> <p>In the existing workflow, the database makes synchronous outbound calls to producer data dump web service, to dump the data and acknowledge the database with the status (success or failure).</p> |
| 225 | GRI_WEBSE- VICE_LOG_IND | <p>This parameter is used to decide on logging GRI (Generic Recovery Interface) communications. If enabled, system logs all the GRI related web service communications between OFSLL and external interfaced system.</p> <p>The recorded logs can be viewed in Dashboard > System Monitor > Database Server Log Files tab by selecting 'Interfaces' view option.</p> |
| 226 | PVE_ARCHIVE_DAYS | This parameter stores the number of days for archival of regular vendors. Input parameter value is numeric. |
| 227 | PVE_OARCHIVE_DAYS | This parameter is used to specify the number of days post which the regular vendors are to be moved from 'O' tables to 'OO' tables. Input parameter value is numeric. |
| 228 | LBX_DR_CR_VALI- DATE_AMT_IND | This parameter (VALIDATE LOCKBOX DR/CR BATCH TOTALS) is used to facilitate NACHA file validation. Based on the status of the parameter, system is either allowed to validate the file or process without validation. |

A.3 Organization Parameters

Organization parameters control the functions related to User login, password expirations, responsibilities and accessibility limits in the OFSLL system. Individual parameters can be created with different values for uniquely defined organizations, divisions, and responsibility combinations.

There are three more dimensions other than parameter name, description and enabling (similar to system parameters) as indicated below:

1. Organization
2. Division
3. Responsibility

These dimensions help to define the applicability of the responsibility for specific User in an Organization across selected Divisions/departments.

When determining which parameter to use, OFSLL system selects the best match based on a hierarchical sort by the Organization, Division, and Responsibility fields, with values of 'ALL' being a lower order match than an exact match.

While the system allows for Organization parameters to be defined at all three hierarchical levels (organization, division, and responsibility), not all will be applicable to each parameter.

| Sl.No | Parameter | Description |
|-------|---------------------------------|---|
| 1 | MAX_PASSWORD_HISTO- RY_CHECK | This is used to set limit for number of times a password has been repeated during password change. This can be set for specific branches of the Organization, Divisions and Users based on responsibilities. Numeric value to be input to specify the limit. |
| 2 | UCS_GROUP_FOL- LOWUP_DAYS | This parameter is used to set up the number of days range for Group follow-up field in customer service screen which displays the set of accounts that share same account condition as the selected account and bear the same customer ID. The prerequisite for this is Group Follow-up indicator should be enabled in queue setup. Input value is numeric. |
| 3 | UCS_REVIEW_- QUEUE_ALLOWED | This is used to specify whether review can be done by the specific responsibility (user group) without entering details in call activities/activities. Parameter value to be input is Boolean (Yes/No). |
| 4 | UIX_AP- P_VIEW_ALL_APPS | The system uses this parameter to determine which users have the ability to view all applications. The system selects the best match based on a hierarchical sort by Organization, Division and Responsibility fields, with values of 'ALL' being a lower order match than an exact match. Input parameter value is Boolean (Yes/No). |

| Sl.No | Parameter | Description |
|-------|------------------------------|--|
| 5 | UIX_HIDE_RESTRICTED_DATA | This is used to hide sensitive data relating to the Contract / Applicant to a specific group/responsibility etc. Suppose there is a need to hide data relating to SSN, Bank account details etc. to a specific user responsibility who will not need such data, this parameter can be enabled with input value Boolean (Yes/No). If this parameter is set to 'Y', the details appear in a masked format (for e.g. SSN – XXX-XX-456) |
| 6 | UIX SMTP_SERVER | This parameter is used to set up the email server for user interface. The input value would be 'SETME' and check the 'Enable' flag. |
| 7 | UIX_VIEW_SECURED_ACCOUNTS | This is used to specify whether an account can be viewed by a specific responsibility (users). Parameter value is Boolean (Yes/No) and when flagged as Yes, such accounts would be viewable only by users defined in the Organization, Division hierarchy with the specified responsibilities. For example, all employee accounts may not be viewable by all users and should be made available only to the HR department with specific responsibility levels. Note: While creating application, selecting appropriate applicant's classification would be essential for this parameter to be effective. |
| 8 | UIX_VIEW_SECURED_APPLICATION | This is used to specify whether an application can be viewed by a specific responsibility (users). Parameter value is Boolean (Yes/No) and when flagged as Yes, such applications would be viewable only by users defined in the Organization, Division hierarchy with the specified responsibilities. For example, all employee accounts may not be viewable by all users and should be made available only to the HR department with specific responsibility levels. Note: While creating application, selecting appropriate applicant's classification would be essential for this parameter to be effective. |
| 9 | ULG_DAY_END | This is used to specify the upper limit time in day for a user to be able to work in the System. Parameter value is numeric and range is 1-24, else system will throw error. |
| 10 | ULG_DAY_START | This is used to specify the lower limit time in day for a user to be able to work in the System. Parameter value is numeric and range is 0-24, else system will throw error |

| Sl.No | Parameter | Description |
|-------|-----------------------------|--|
| 11 | ULG_FAILED_LOGIN_TRIALS_MAX | This parameter is used to specify the maximum number of login trials allowed before disabling the User ID due to security reasons. Input parameter value is numeric with upper limit of 999999999999. |
| 12 | ULG_INACTIVITY_DAYS_MAX | This parameter is used to specify the maximum number of days the User ID can be without utilization before disabling the User ID due to security reasons. Within the specified number of days the User Id must be utilized for sign in at least once. Input parameter value is numeric with upper limit of 999999999999. |
| 13 | ULG_PWD_CASE_SENSITIVE_REQ | This is used to allow all passwords to be case sensitive or otherwise. Input parameter value is Boolean (Yes/No). When this parameter is set as 'NO', password would be stored in Upper case. If this parameter is set to N. then the ULG_PWD_LOWER_CHAR_REQ parameter should also be set to N. |
| 14 | ULG_PWD_CHANGE_DAYS_ACTUAL | This is used to set the maximum number of days after which system will force a password change, in cases where the User has not changed the password. Input parameter value is numeric with upper limit of 999999999999. |
| 15 | ULG_PWD_CHANGE_DAYS_PROMPT | This is used to set the maximum number of days after which system will prompt the User for password change, in cases where password has not been changed within the set period. Input parameter value is numeric. |
| 16 | ULG_PWD_LENGTH_MIN | This is used to set the minimum length of password string that is required. If this criterion is not met, system would throw an alert specifying minimum character length required to be input. |
| 17 | ULG_PWD_LOWER_CHAR_REQ | This is used to allow at least one lower case character in password strings. Input value is Boolean (Yes/No). Setting this as 'NO' would mean passwords would be allowed in uppercase only. |
| 18 | ULG_PWD_NBR_REQ | This parameter allows setting password with at least one numeric character. Input value is Boolean (Yes/No) and setting this as 'YES' would require passwords to have at least one numeric character. |
| 19 | ULG_PWD_SPECIAL_CHAR_REQ | This parameter is used to allow special characters like '\$', '#', '@', in passwords. Input value is Boolean (Yes/No) and setting this as 'YES' would require passwords to have at least one special character. |

| Sl.No | Parameter | Description |
|-------|--------------------------|--|
| 20 | ULG_PWD_UPPER_CHAR_REQ | This is used to allow at least one upper case character in password strings. Input value is Boolean (Yes/No). Setting this as 'NO' would mean passwords would be allowed in lowercase only. |
| 21 | ULG_WEEK_END | This parameter enables to set the last day of the week when a user can have access to the system. Input parameter value is numeric ranging from 1 to 7. This is useful in business requirements where the Organization does not need a specific set of responsibilities (users) to not access the system on a weekend / week-off day etc. |
| 22 | ULG_WEEK_START | This parameter is used to set the start day of the week when a user is allowed to access the system. Input parameter value is numeric. |
| 23 | CRB_ERROR_VALIDATION_IND | <p>This parameter is used to validate the Credit Bureau report generation request depending on the number of days permitted to pull a Bureau report from the same company and for the same customer and report as either warning/error.</p> <p>When the number of days is less than or equal to the permitted days (as defined in parameter DAYS_TO_PULL_CRB_REPORT), system displays an 'Error' message stating 'Bureau Report exists for the same Customer from the same Bureau for Account# XYZ' along with list of account number(s) and/or application number(s). If not, a 'Warning' message is display and request is accepted for processing.</p> <p>Note: Both 'CRB_ERROR_VALIDATION_IND' and 'DAYS_TO_PULL_CRB_REPORT' are to be enabled for Credit Bureau report processing.</p> |

A.4 Company Parameters

Company parameters control the processes associated with functions that vary for different companies and branches. These parameters address credit scoring, credit bureau interfaces, fax services, and fax generation.

Individual parameters may be set up with different values for uniquely defined company and branch combinations (i.e. these can be defined to the level of branches in each company or a group of companies in terms of applicability).

| SI.No | Parameter | Description |
|-------|------------------------------|--|
| 1 | AUD_ADV_REASON_MODEL | This parameter is used to set-up default adverse action reasons for scoring models during set-up in the Parameters sub page. Whenever the flag 'Bureau Score Reasons' is unchecked during credit bureau scoring model set-up, then automatically rejected applications scored using this scoring model picks up the Adverse Action Reasons from the Parameters sub page. |
| 2 | AUD_SCORING_METHOD | This parameter is used to set when/where the application scoring method has to be applied within the company. So when the parameter value is chosen as 'primary applicant only', the system will perform the application scoring for the primary applicant only and according to other applicable parameters specified. Other parameter input values are Minimum Score, Maximum Score, Minimum Tier (Grade), Maximum Tier (Grade). |
| 3 | AUD_SCORING_METHOD_IN_BUREAU | This parameter is used to define what value to be picked up for application scoring from the scores returned from the various bureaus. The input parameter values are Maximum Score and Minimum Score. If Maximum score is set-up in company parameters, then for all applications where a bureau report is pulled, the system will pick-up the Maximum score from the different bureaus. |
| 4 | CBU_DATA_SET_SIZE | Parameter to define the metro 2 file data selection criteria, option values are monthly, Daily, weekly, semi monthly. |
| 5 | CBU_FILE_FORMAT | Metro 2 file format definition, user need to select from the parameter value drop down. |
| 6 | CMN_ASE_VALIDATE_MAKE_MODEL | This parameter is set up to specify to the system whether it needs to validate the asset make and model at the time of data entry. In parameter value is Boolean (Yes/No). |
| 7 | CMN_CMB_DEFAULT_PRINTER | This is used to define the default printer for printing. The input parameter value is the printer name. There is no LOV for this field. If no default printer is defined and the parameter enabled, the system would display 'Undefined'. |
| 8 | CMN_WEEKLY_NONBUSINESS_DAYS | This parameter is used to set-up the weekly holidays at the company level. The input parameter value is character string; if no details specified and parameter is enabled, system would display 'UNDEFINED'. |

| Sl.No | Parameter | Description |
|-------|-------------------------------------|--|
| 9 | COR_STORAGE_DIRECTORY | This parameter is used to specify the path/location for Oracle directory object template for correspondence documents. Input parameter value is 'SETME'; if none is specified and parameter enabled, 'UNDEFINED'. |
| 10 | DBR_- JOINT_INC_DEBT_WITH_2NDRY | This parameter defines whether system should consider income and debt details of the Spouse and Secondary Applicant along with that Primary Applicant. Input parameter value is Boolean (Yes/No). |
| 11 | DBR_- JOINT_INC_DEBT_WITH_SPOUSE | This parameter is used to define whether system should consider the income and debt details of Spouse alone along with that of Primary applicant details. Input parameter value is Boolean (Yes/No). |
| 12 | DDP_CRB_EXPIRATION_DAYS | This parameter is used to define the credit bureau report expiration days. So if this is set as 30, system will use all available credit bureau reports pulled which are not older than 30 days from current day, during de-dupe. Input value is numeric with no upper limit. |
| 13 | DDP_DE-DUP_DEBT_WITH_2NDRY | This parameter defines whether the system should de-dupe credit bureau liabilities for Spouse and Secondary Applicants, in addition to de-duping Primary applicant's liabilities. Input parameter value is Boolean (Yes/No). |
| 14 | DDP_DE-DUP_DEBT_WITH_SPOUSE | This parameter defines whether the system should de-dupe credit bureau liabilities for Spouse, in addition to de-duping Primary applicant's liabilities. Input parameter value is Boolean (Yes/No). |
| 15 | DOT_STORAGE_DIRECTORY | This parameter is used to define the location/path of the Oracle Directory Object name for Account Document Loading. Input parameter value is 'SETME'. |
| 16 | ECB_EDIT_- FAIL_ANY_APL | This parameter is used to set the credit bureau edit to fail in case the bureau report for any of the applicant fails. Input parameter value is Boolean (Yes/No). So if this parameter is set to 'YES', the edit will fail even if one of the applicant's bureau score fails to qualify. |
| 17 | ECB_USE_APL_CURRENT_SCORE_CRH | This parameter is used to define whether the system should run the credit bureau edits only on the current scored applicant bureau. Input parameter value is Boolean (Yes/No). |

| Sl.No | Parameter | Description |
|-------|-----------------------------|---|
| 18 | FIN_IMAGE_STATUS_CD | This parameter is used to set-up default image status for fax-in service. The input parameter values are 'RUSH', 'NEW', 'SKIP', 'BAD', 'PROCESSED' and 'PURGED'. |
| 19 | FIN_POP_PASSWORD | This parameter is used to define the pop password to access the fax-in service. Input parameter value is user (System Administrator) defined. |
| 20 | FIN_POP_SERVER | This parameter is used to define the pop server to receive the faxes in fax-in service. Input parameter value is location and path of the server. |
| 21 | FIN_POP_USERNAME | This parameter is used to define the pop username to access the fax-in service. Input parameter value is user (System Administrator) defined. |
| 22 | FIN_STORAGE_DIRECTORY | This parameter is used to set-up the Oracle directory object name for storing the images received through the fax-in service. Input parameter value is user (System Administrator) defined. |
| 23 | FIN_TEMP_DIRECTORY | This parameter is used to define the temporary directory to be used for the fax-in service. Input parameter value is user (System Administrator) defined. |
| 24 | LOR_AUTOMATIC_CON_FUND_FAX | This is used to define the decision fax generation when an application is funded. The input parameter value is Boolean (Yes/No), and when this is set as 'YES', system automatically generates the fax approval in the pre-defined template whenever an application is approved. |
| 25 | LOG_STORAGE_DIRECTORY | This parameter is used to define the Oracle storage directory. Input parameter value is user (System Administrator) defined. |
| 26 | LOR_AUTOMATIC_APPROVAL_FAX | This is used to define the decision fax generation when an application is approved. The input parameter value is Boolean (Yes/No), and when this is set as 'YES', system automatically generates the fax approval in the pre-defined template whenever an application is approved. |
| 27 | LOR_AUTOMATIC_REJECTION_FAX | This is used to define the decision fax generation when an application is rejected. The input parameter value is Boolean (Yes/No), and when this is set as 'YES', system automatically generates the rejection fax in the pre-defined template whenever an application is declined. |

| Sl.No | Parameter | Description |
|-------|-------------------------------|--|
| 28 | MAX_LEAD_DAY_AGE | This parameter is used to define the maximum no. of days, post which the sales lead would be considered cold. Input parameter value is numeric with no upper limit. |
| 29 | MULTI_OFFER | Through this parameter the multiple offers (sub-tab) in pricing can be enabled or disabled for a Company/Branch. Input parameter value is Boolean (Yes/No). If the flag is set as 'Y', the underwriter can view multiple offers and select one of them to be applied for the specific application. |
| 30 | MULTI_OFFER_MAX_NUMBER | This parameter is used to specify the maximum number of multiple offers that can be permitted for an application. Input parameter value is numeric with no upper limit. If MULTI_OFFER company parameter is set as 'N', this parameter can be ignored as there is no use specifying a value. |
| 31 | MULTI_OFFER_MAX_TERM | This company parameter sets the maximum term (as in no. of instalments, whichever billing cycle is selected) for which multiple offers are calculated and displayed during pricing. Input parameter value is numeric. |
| 32 | MULTI_OFFER_MIN_TERM | This company parameter sets the minimum term (as in no. of instalments, whichever billing cycle is selected) for which multiple offers are calculated and displayed during pricing. Input parameter value is numeric. |
| 33 | MULTI_OFFER_PMT_TOLERANCE | For Multi offer variance in payment is defined in this parameter. |
| 34 | MULTI_OFFER_TERM_VAR | For multi offer Term variance will be defined in the parameter. |
| 35 | PRESENT_VALUE_COMPUTE_RATE | This parameter will perform Present Value Computation Rate (Inflation/Discounting Rate). |
| 36 | RATE_CHG_LTR_PRE_PROCESS_DAYS | This parameter is used to set up the number of days prior to rate change effective date to generate rate change letters in order to provide advance intimation to customers. Input parameter value is numeric with no upper limit. |
| 37 | STM_GEN_AFTER_MATURITY_IND | This parameter is used to enable the statement generation for an account after the maturity date but Account remains unpaid. Input parameter value is Boolean (Yes/No). If this is set to 'Y', statements will get generated for accounts that remain unpaid even after maturity. |

| Sl.No | Parameter | Description |
|-------|------------------------------------|---|
| 38 | UIX_RUN_AAI_ACT | This parameter is used by the system to determine whether to create and activate an account online. Input parameter value is Boolean (Yes/No). |
| 39 | UIX_UCS_CAC_MAX_- FOLLOWUP_DAYS | This parameter is used to set up the maximum number of days for follow up when the account is in delinquent state. Input parameter value is numeric with no upper limit. |
| 40 | UIX_UCS_CAC_MAX_- PROMISE_DAYS | This parameter is used to set up the maximum number of days allowed for customers who promise to pay when following up for delinquent accounts. Input parameter value is numeric. |
| 41 | AUD_QUEUE_INITIAL_CRB_FAILED | This parameter enabling will Queue the application if any bureau failed. |
| 42 | UIX_UCS_CUA_MAX_- FOLLOWUP_DAYS | This parameter will allow the user to maintain the Collections maximum follow-up days that are allowed in the system. |

A.5 Other Parameters

The following additional set of parameters are also available to control system specific data and other administration process.

| Sl.No | Parameter | Description |
|-------|---------------------------------|---|
| 1 | CRB_MAX_BUREAU_PULL | This parameter is used to determine the number of credit reports automatically per applicant. Input parameter value is numeric. |
| 2 | CRB_ALL_APL_BUREAU_PULL | This parameter is used to set up whether credit bureau reports should be pulled for the primary applicant only or to all other applicants also (for joint applications), regardless of their relationship with the primary applicant. Input parameter value is Boolean (Y/N). |
| 3 | CBU_FILE_FREQUENCY | This parameter is used to set the Metro II File Frequency and determine whether output file is to be generated daily or monthly. If this is monthly, then output file is written with daily data but generated monthly. |
| 4 | JOINT_DE-DUP_SPOUSE_LIABILITIES | This parameter is used to determine duplicate liabilities in the Spouse's liabilities in de-duping logic. Input parameter value is Boolean (Yes/No). |

| Sl.No | Parameter | Description |
|-------|---------------------------------|---|
| 5 | JOINT_DEDUP_ALLAP-L_LIABILITIES | This parameter is used to determine duplicate liabilities of all applicants' liabilities in de-duping logic, irrespective of whether they are related to each other. Input parameter value is Boolean (Yes/No). |
| 6 | ASC_COL_SER_ENABLED_IND | This parameter is used for enabling the Collection Servicing Indicator. Input parameter value is Boolean (Y/N). |
| 7 | CMN_TEST_TOOL_LOGGING | This parameter is used to set the testing tool logging to enable or disable testing tool log in. Input parameter value is Boolean (Yes/No). |
| 8 | FIN_DOWNTIME_BEGIN | This parameter is to define the start of period for down time of Fax-in service. Input parameter value is time in 24 hour format. |
| 9 | FIN_DOWNTIME_END | This parameter is used to define the end of period for down time of Fax-in service. Input parameter value is time in 24 hour format. |
| 10 | FIN_ERROR_LIMIT | This parameter is used to define the error limit for Fax-in service. Input parameter value is numeric. |
| 11 | ICA_INPUT_FILE_FORMAT | This parameter is used to specify the Input format for call activity file. Two Parameter values are possible – US format and OFSLL format. |
| 12 | JSV_BI_USER | This parameter is used to define the BI publisher User ID. Input parameter value is user defined (Admin user). |
| 13 | JSV_BI_PASSWORD | This parameter is used to define the BI publisher User password. Input parameter value is user defined (Admin user). |
| 14 | PJR_COPY_PURGED_DATA | This parameter is used to specify whether data should be copied into the purge tables or not. Input parameter value is Boolean (Yes/No). |
| 15 | PUP_ARCHIVE_DAYS | This parameter is used to specify the number of days after which the transactions upload details are to be archived. Input parameter value is numeric. |
| 16 | PUP_OARCHIVE_DAYS | This parameter is used to specify the number of days after which the transactions upload details are to be moved from 'O' tables. Input parameter value is numeric. |
| 17 | PUP_TUP_LAST_PURGE_DT | This parameter is used to capture the last date when transactions upload details were purged. Input parameter value is date. |

| Sl.No | Parameter | Description |
|-------|-------------------------------------|--|
| 18 | TPE_APPLY_LTC_- FROM_CURR_DUE_DT | This parameter is used to specify whether late charge should be applied from current due date for Pyramid Law fee method. Input parameter value is Boolean (Yes/No). |
| 19 | TPE_EXCESS_PAY- MENT_TO_MEMO | This parameter will make excess payment to the memo payment by marking this Parameter as YES. |
| 20 | TPE_STOP_COMP_DELQ _DAYS | This parameter is enabled to stop computation if the account is delinquent for more than 60 days. |