Reports User Guide

Oracle FLEXCUBE Universal Banking

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Reports User Guide
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1. Preface

1.1 Introduction

This manual lists the details of various reports that you can generate for all the modules of Oracle FLEXCUBE.

This user manual is a supplement to the Common Core - Core Entities and Services user manual and contains only specific functionalities and information related to Oracle FCUBS Reports. Hence, this document should be read in conjunction with the Core Entities and Services user manual from the perspective of completeness in flow and understanding.

1.2 Audience

This manual is intended for the Customer Service Representatives (CSRs) and staff in charge of retrieving information for the various transactions processed in your bank.

1.3 Documentation Accessibility

For information about Oracle's commitment to accessibility, visit the Oracle Accessibility Program website at http://www.oracle.com/pls/topic/lookup?ctx=acc&id=docacc.

1.4 Organization

This manual is organized into the following chapters:

Chapter	Description
Chapter 1	*About this Manual* gives information on the intended audience. It also lists the various chapters covered in this User Manual.
Chapter 2	*Retrieving Information in Oracle FLEXCUBE* explains how reports can be generated for different modules.
Chapter 3	*Reports Batch* explains the maintenance of reports pertaining to a particular branch.
Chapter 4	*Function ID Glossary* has alphabetical listing of Function/Screen ID's used in the module with page references for quick navigation.

1.5 Glossary of Icons

This User Manual may refer to all or some of the following icons.

Icons	Function
✕	Exit
+	Add row
—	Delete row

Icons	Function
	Option List

2. Retrieving Information in Oracle FLEXCUBE

During the day, or at the end of the day, you may want to retrieve information on any of the several operations that were performed during the day in your bank. You can generate this information in the form of reports in Oracle FLEXCUBE.

For every module you can generate reports, which give you data about the various events in the life of a specific contract, or across contracts, at a specific point in time. You can have analysis reports, daily reports, exception reports (reports on events that ought to have taken place on the contract but have not, due to various reasons), history reports and so on. A set of report formats is pre-defined for every module.

This chapter contains the following sections:

- Section 2.1, "Report Generation"
- Section 2.2, "Printer Maintenance"
- Section 2.3, "Reporting Parameters Maintenance"
- Section 2.4, "Message Preview Window"

2.1 Report Generation

This section contains the following topics:

- Section 2.1.1, "Generating Reports"
- Section 2.1.2, "Contents of the report"

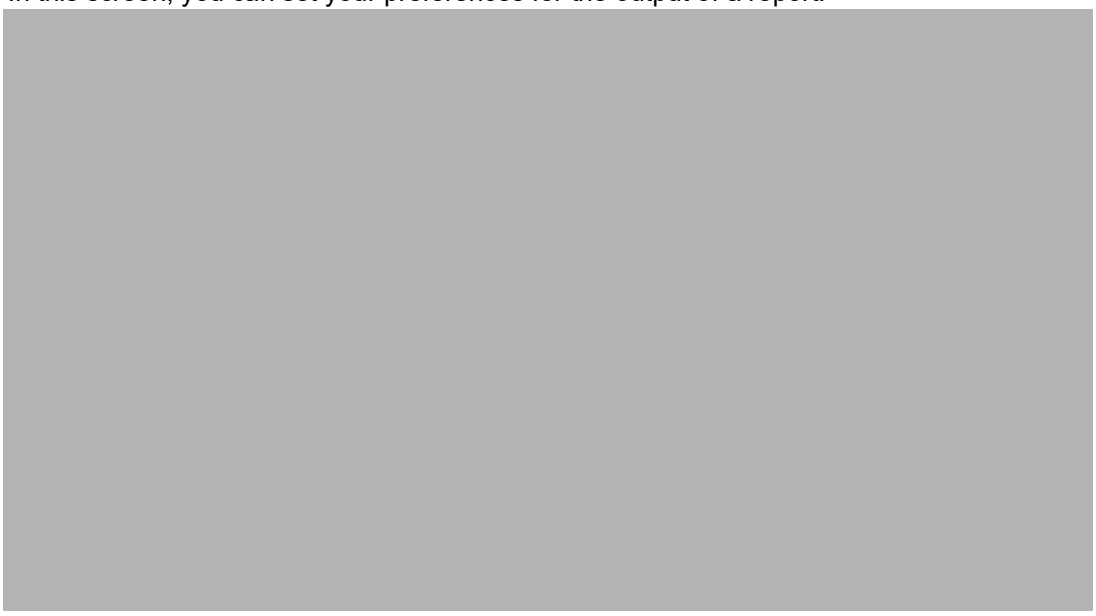
2.1.1 Generating Reports

From the Application Browser, select the **Report** option. The system displays a list of all the modules to which you have access rights. Each module contains a list of all reports that you can access. Select the report that you want to generate. The system displays a screen where you can set the filters for the reports to be generated.

Set the filters and click ‘OK’ button to generate the report. To cancel the operation, click ’Exit’ button.

2.1.1.1 Specifying the Output of a Report

When you select a report that you want to generate, the 'Report Options' screen is displayed. In this screen, you can set your preferences for the output of a report.



In Oracle FLEXCUBE, you may generate a report in three formats:

- HTML
- RTF
- PDF
- Excel

Output

You can direct a report to one of the following destinations:

- The printer
- On-line
- Stored as spool files and printed later using the spool

The reports that have been spooled can be printed or viewed through the Reports Browser screen. The Reports Browser is detailed in the Common Procedures manual.

You can specify the destination of the report you want to generate. The options available are:

- Print - The report will be printed directly on to a printer of your choice.
- View - The details of the report will be displayed on the screen.
- Spool - The details of the report will be stored in a spool file and can be printed later.

Print At

If you choose the 'Print' option, indicate the location of printing by choosing one of the following values:

- Client
- Server

Printer

Specify the printer details.

Printer

From the option list, select the name of a printer defined in the Printer Maintenance table. The report will be printed on this printer.

2.1.2 Contents of the report

The contents of the report are discussed under the following heads:

Header

The Header section of the report carries the title of the Report, information on the User who generated the report, the branch code, the date and time and the page number of the report.

Body of the report

The actual contents of the report are displayed in this section. It is detailed for each report, in the subsequent sections of this document.

2.2 Printer Maintenance

This section contains the following topic:

- Section 2.2.1, "Maintaining Printer for Reports"

2.2.1 Maintaining Printer for Reports

In Oracle FLEXCUBE, you can maintain the printers for the reports using ‘Printer Maintenance’ screen. You can invoke this screen by typing ‘RPDRNMNT’ in the field at the top right corner of the Application tool bar and clicking on the adjoining arrow button.



Here, you need to specify the following details:

Printer ID

Specify a unique printer ID. This ID will be used to identify the printer.

Printer Name

Specify the name of the printer.

Branch

The system defaults the current branch code. However, you cannot modify this.

Printer Roles

Identify the roles of the user who can use the printer. You can add more rows to the list of roles using Add icon. Select appropriate role from the option list.

Printer Users

Identify the users who can use the printer. You can add more rows to the list of roles using Add icon. Select the user from the option list.

Once you have captured the details, click Save icon to save the maintenance. The system makes the printer available for the selected roles, to the users maintained. Further, if you choose to print a report, the system will send the reports for print as per the options specified.

2.3 Reporting Parameters Maintenance

This section contains the following topic:

- Section 2.3.1, "Maintaining Report Spool Path"

2.3.1 Maintaining Report Spool Path

You can maintain a location to spool the reports for a specific branch using ‘Reporting System – Parameters’ screen. You can invoke this screen by typing ‘RPDPARAM’ in the field at the top right corner of the Application tool bar and clicking on the adjoining arrow button.



Here, you need to specify the following details:

Branch

The system displays the branch for which you are maintaining the spool path. However, you cannot modify it.

Spool Path

Specify the location to which the reports should be spooled. The system stores the generated reports into this location, if you have selected ‘Spool’ in the ‘Printing Preferences’ screen.

Spool History Path

Specify the spool history path. This is the generation where the system saves the generated report. It is usually the same as the spool path.

Time Out

Specify the time span within which you wish to complete the process. The system reports if it takes longer time to generate it.

Server Report Path

This is the location where the system stores the report, if you have selected the option ‘View’ in the ‘Printing Preferences’ screen.

2.4 Message Preview Window

This section contains the following topic:

- Section 2.4.1, "Viewing Messages for Unauthorized Contracts"

2.4.1 Viewing Messages for Unauthorized Contracts

You can view all messages to be generated for *unauthorized* contracts. You can invoke this screen by typing ‘MSDMSPRV on the field at the top right corner of the Application tool bar and click on the adjoining arrow button.



First of all, specify the Module from which you would like to view messages. You can opt to view messages for one or several unauthorized contracts. To view messages for an unauthorized contract, specify the Contract Reference Number.

3. Reports Batch

This chapter contains the following sections:

- Section 3.1, "Report Batch"
- Section 3.2, "Report Batch Execution"

3.1 Report Batch

This section contains the following topic:

- Section 3.1.1, "Maintaining Report Batch"

3.1.1 Maintaining Report Batch

In Oracle FLEXCUBE, you can maintain a list of reports in a branch for batch execution using the ‘Report Batch Maintenance’ screen. The report function IDs maintained can be retrieved and executed at a later stage.

You can invoke the ‘Report Batch Maintenance’ screen by typing ‘RPDBATCH’ on the field at the top right corner of the Application tool bar and click on the adjoining arrow button.



Specify the following details:

Batch Code

Specify the code to identify the report batch.

Batch Description

Provide description for the batch code specified.

Report Format

Specify the format in which you want to generate the reports.

Report ID and Description

Specify the report IDs to be maintained. You can select one or more report IDs for execution at a time. The system displays the description based on the report ID selected.

To add more rows to the list of report IDs, click Add icon. Select the report ID from the option list. You can remove the unwanted rows using Delete icon.

Use the check box adjacent to each function ID to indicate that it has to be maintained. Once you have specified all the details, save the maintenance.

3.2 Report Batch Execution

This section contains the following topic:

- Section 3.2.1, "Executing a Batch"
- Section 3.2.2, "Viewing Reports"
- Section 3.2.3, "Printing / Spooling the Reports"

3.2.1 Executing a Batch

In Oracle FLEXCUBE, you can execute a batch for a set of reports maintained for a branch.

You can invoke this screen by typing ‘BAREODFN’ on the field at the top right corner of the Application tool bar and click on the adjoining arrow button.



Using this screen, you can view, print or spool the reports maintained for each branch. You need to specify the branch code to initiate the process.

Branch Code and Description

Specify the code that identifies the branch. The option list displays all valid branch codes maintained in the system. Based on the branch code selected, the system displays the description.

3.2.2 Viewing Reports

On this screen, you can view the reports function IDs and description maintained for the selected branch. Once you have specified the branch code, click ’View’ button. The system displays a list of reports maintained for the branch.

Report Function ID

This is the list of report function IDs that you have maintained in the ‘Report Batch Maintenance’ screen. Use the checkbox adjacent to each function ID to select the same for execution.

3.2.3 Printing / Spooling the Reports

In the list of report function IDs, use the check box adjacent to each ID to select the reports that you want to print or spool. Before you print, set the following preferences:

Format

Select the format of the output. The system allows you to print the reports in any of the following formats:

- HTML
- RTF
- PDF
- Excel

Output

Indicate whether you need to print or spool the reports. Use the radio button adjacent to each option to indicate your preference.

Printer

Select the printer using which you need to print the reports. Select the appropriate printer form the option list.

Once you have set your preferences, click ’Ok’ button. The system prints the reports as per the preferences you have set.

4. Function ID Glossary

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