

SECTION 26. PRINT OUTPUT FORMS, REPORTS, AND LISTINGS

26.1 General. The Print File stores the reports, forms, and listings from the various processes that have printed output. This section explains the steps you take to print these documents.

26.2 Interfaces. The Print Generation Process has no external interfaces with SARSS. All interfaces are internal.

26.2.1 External Interface. This process has no external interfaces.

26.2.2 Internal Files Interface. The Print Generation Process interfaces internally with the following:

- a. Department of Defense Activity Address File (DODAAF). The system extracts Routing Identifier Codes (RICs) and Department of Defense Activity Address Codes (DODAACs) from this file for selected output.
- b. YEX Table. This table contains the exception data required for print on selected output.
- c. Parameter File. The system reads this file and extracts Manager and Section Codes for selected output.
- d. Print File. This file retains selected reports, forms, and listings until they are printed.

26.3 Process Overview. The Print Generation Process formats and prints output from the Print File. The printed output can be in several formats. A sample of each report, form, and listing is in Volume III, Appendix E, Output Forms, Reports, and Listings. During the workday, you can print at any time, but you should do it often enough to avoid accumulating a large backlog.

26.4 Input. The Print File provides input to the Print Generation Process. When the SARSS Master Control System (SMCS) initiates PrintFile Clear (every 24 hours), the system automatically formats any reports, forms, or listings remaining in the Print File and sends them to the appropriate File Disposition holding directory.

26.5 Type Processing. The Print Generation Process is an interactive process. You can select any document that is available in the Print File at any time.

26.5.1 Process Parameters. Initial processing queries the Print File and presents those reports available for printing. A report must be in the Print File in order to access it.

26.5.2 Accessing the SARSS Print Generation Process. To access the SARSS Print Generation Process, type **PRT** on the action line and press <Esc>. The system displays the SARSS Print Generation Menu (figure 26.5-1).

DATE: [MM/DD/YY] COMMAND	SARSS PRINT GENERATION MENU REPORT/LISTING	TIME: [HH:MM:SS] QUANTITY
+++++		
	ABF RO MISMATCHES REPORT	[0]
	DOCUMENT HISTORY ERROR REPORT	[0]
	ERROR LISTING	[1]
	EXCEPTION TRANSACTION REQUEST	[0]
	EXCESS REPORT (FTE)	[0]
	LOCAL PURCHASE FOLLOW-UP/CANCELLATION	[0]
	LOCAL PURCHASE REQUEST (PR&C)	[0]
	OVERAGED MRF REPORT	[1]
	OVERAGED REPARABLE ITEMS	[0]
	OVERAGED SUSPENSE REPORT	[0]
	REPARABLE ITEMS MATCHED	[1]
	SUPPLY PERFORMANCE REPORTS	[0]
	SUPPLY PERFORMANCE REPORT (YD4)	[0]
	YSM/YIL OVERAGED REPORT	[0]
ACTION: [] <=== ENTER COMMAND TO CHANGE YOUR PROCESS PCN AJU-126		
<F1>=HELP MENU = PREV MENU; SMM = SARSS MASTER MENU; LOGOUT; <F8> = ACTION		
MOVE CURSOR TO SELECTION & PRESS <ESC> TO PROCESS.		

Figure 26.5-1. SARSS Print Generation Menu

- a. This menu displays a list of the reports, listings, and requests you can select for print. The numbers in the Quantity column of the screen indicate the number of reports, listings, and requests to be printed, not the number of items on the report.
- b. You can select only one type of document at a time; however, you may repeat the process, with other selections, until you have selected all desired reports.

c. To select a document from the menu, move the highlighted bar to the selection you want and press <Esc>. The system displays a "WORKING" message (figure 26.5-2).

```

DATE: [MM/DD/YY]          SARSS PRINT GENERATION MENU          TIME: [HH:MM:SS]
COMMAND                   REPORT/LISTING                   QUANTITY
+++++
ABF RO MISMATCHES REPORT [ 0]
DOCUMENT HISTORY ERROR REPORT [ 0]
ERROR LISTING [ 1]
EXCEPTION TRANSACTION REQUEST [ 0]
EXCESS REPORT (FTE) [ 0]
LOCAL PURCHASE FOLLOW-UP/CANCELLATION [ 0]
LOCAL PURCHASE REQUEST (PR&C) [ 0]
OVERAGED MRF REPORT [ 1]
OVERAGED REPARABLE ITEMS [ 0]
OVERAGED SUSPENSE REPORT [ 0]
REPARABLE ITEMS MATCHED [ 1]
SUPPLY PERFORMANCE REPORTS [ 0]
SUPPLY PERFORMANCE REPORT (YD4) [ 0]
YSM/YIL OVERAGED REPORT [ 0]
      W O R K I N G

ACTION: [      ] <=== ENTER COMMAND TO CHANGE YOUR PROCESS          PCN AJU-126
<F1>=HELP      MENU = PREV MENU; SMM = SARSS MASTER MENU; LOGOUT; <F8> = ACTION

MOVE CURSOR TO SELECTION & PRESS <ESC> TO PROCESS.
  
```

Figure 26.5-2. SARSS Print Generation Menu with "WORKING" Message

d. After a few seconds, the system displays your file name and prompts you to press any key to continue (figure 26.5-3).

```

DATE: [MM/DD/YY]          SARSS PRINT GENERATION MENU          TIME: [HH:MM:SS]
COMMAND                   REPORT/LISTING                   QUANTITY
+++++
ABF RO MISMATCHES REPORT [ 0]
DOCUMENT HISTORY ERROR REPORT [ 0]
ERROR LISTING [ 1]
EXCEPTION TRANSACTION REQUEST [ 0]
EXCESS REPORT (FTE) [ 0]
LOCAL PURCHASE FOLLOW-UP/CANCELLATION [ 0]
LOCAL PURCHASE REQUEST (PR&C) [ 0]
OVERAGED MRF REPORT [ 1]
OVERAGED REPARABLE ITEMS [ 0]
OVERAGED SUSPENSE REPORT [ 0]
REPARABLE ITEMS MATCHED [ 1]
SUPPLY PERFORMANCE REPORTS [ 0]
SUPPLY PERFORMANCE REPORT (YD4) [ 0]
YSM/YIL OVERAGED REPORT [ 0]

ACTION: [ ] <=== ENTER COMMAND TO CHANGE YOUR PROCESS          PCN AJU-126
<F1>=HELP   MENU = PREV MENU; SMM = SARSS MASTER MENU; LOGOUT; <F8> = ACTION
YOUR FILE NAME IS: /ajp/rpt/AJPUSR10/U120AWB2.070
PRESS ANY KEY TO CONTINUE
  
```

Figure 26.5-3. SARSS Print Generation Menu File Name Screen

e. Press any key to continue. The system displays the screen in figure 26.5-4.

DATE: [MM/DD/YY] COMMAND	SARSS PRINT GENERATION MENU REPORT/LISTING	TIME: [HH:MM:SS] QUANTITY
+++++		
	ABF RO MISMATCHES REPORT	[0]
	DOCUMENT HISTORY ERROR REPORT	[0]
	ERROR LISTING	[1]
	EXCEPTION TRANSACTION REQUEST	[0]
	EXCESS REPORT (FTE)	[0]
	LOCAL PURCHASE FOLLOW-UP/CANCELLATION	[0]
	LOCAL PURCHASE REQUEST (PR&C)	[0]
	OVERAGED MRF REPORT	[1]
	OVERAGED REPARABLE ITEMS	[0]
	OVERAGED SUSPENSE REPORT	[0]
	REPARABLE ITEMS MATCHED	[1]
	SUPPLY PERFORMANCE REPORTS	[0]
	SUPPLY PERFORMANCE REPORT (YD4)	[0]
	YSM/YIL OVERAGED REPORT	[0]
ACTION: []	<=== ENTER COMMAND TO CHANGE YOUR PROCESS	PCN AJU-126
<F1>=HELP	MENU = PREV MENU; SMM = SARSS MASTER MENU; LOGOUT;	<F8> = ACTION
	F5/RUN	F7/CREATE
	FILE DISP	NEXT RPT

Figure 26.5-4. SARSS Print Generation Menu Action Screen

f. The screen provides these function key selections: F5/Run File Disp, F7/Create Next Rpt, and <F8> = Action.

(1) If you want to run File Disposition, press <F5>.

(2) If you want to select another report, press <F7>.

(3) If you want to move the cursor to the action line so you can type in a command to exit the Print Generation Menu, press <F8>.

g. If you press <F5> (to run File Disposition), the system clears the screen and displays these two information messages: "SARSS Presentation Display System" and "Checking Mailbox, Please Wait."

h. After a few seconds, the system displays the RIC Selection Menu (figure 26.5-5).

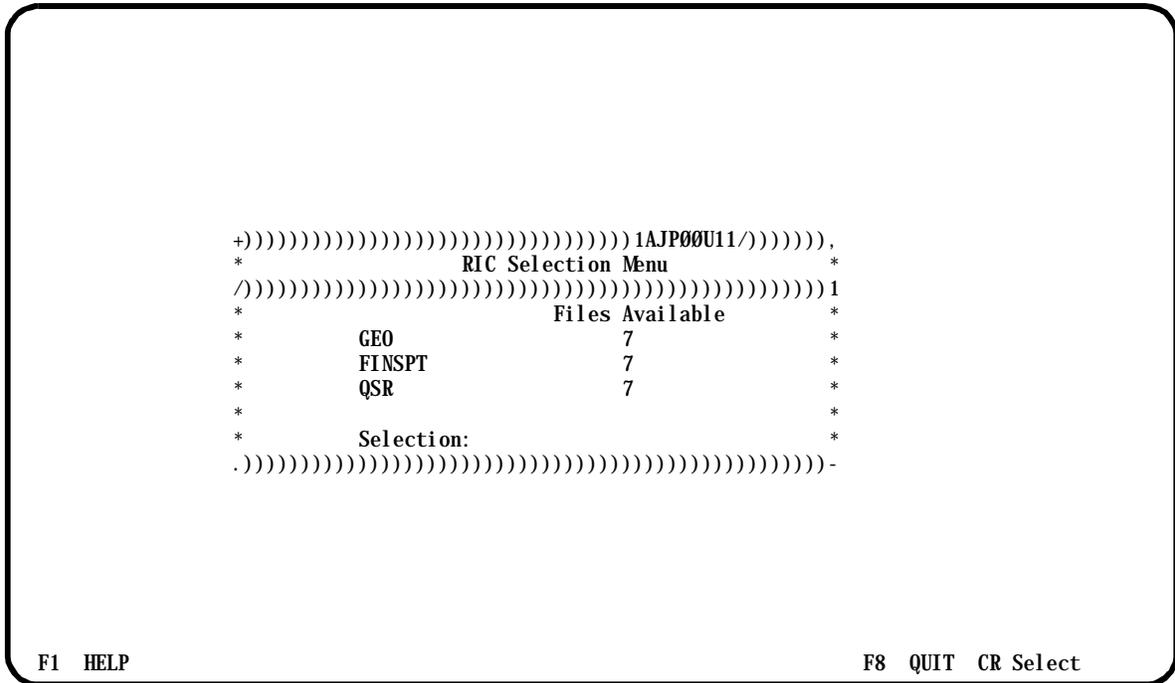


Figure 26.5-5. RIC Selection Menu

i. This menu lists three holding directories and the number of files available for print.

j. To select the holding directory containing the files you want to print from the menu, move the highlighted bar to the selection you want (for example, GEO) and press <Enter>. All reports sent to File Disposition from Print Generation go to the GEO holding directory.

k. The system clears the screen and displays two additional information messages: "Checking mailbox contents. Please Wait..." and "Sorting mailbox entries. Please Wait..."

- I. After a few seconds, the system displays the SARSS File Disposition Menu (figure 26.5-6).

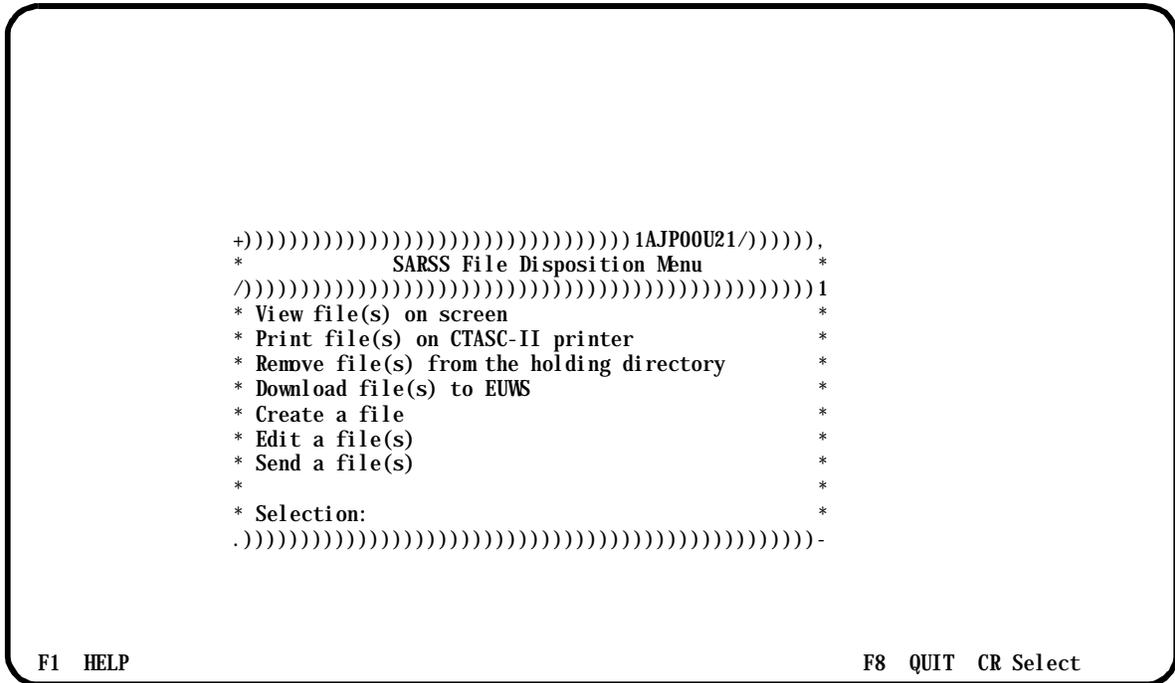


Figure 26.5-6. SARSS File Disposition Menu

m. This menu lists several options. Among them are the two you will need to print the files on your Corps/Theater Automatic Data Processing Service Center - Phase II (CTASC-II) line printer or download them to your hard drive and print them on the printer connected to your central processing unit (CPU). For complete instructions on how to access the options on the File Disposition Menu, see Volume III, Appendix F, File Disposition Process.

26.5.3 Accessing the Print Files on EUWS Printer Selection. You can access the Print Files on the EUWS Printer selection from the SARSS End User Work Station (EUWS) Menu (figure 26.5-7). This selection allows you to print files you download to your hard drive on the printer connected to your CPU.

```
BLAST                                ajp05p00  c:\BLAST                                INPUT
Enter Menu Selection Number : -----
...

+))))))))))))))))))))))))))))))))))))))1AJP05P00/)))))))))) ,
* SARSS End User Work Station (EUWS) Menu *
/)))))))))))))))))))))))))))))))))))))))1
*
* 0. Exit from EUWS *
*
* 1. Login to SARSS *
*
* 2. Print Files on EUWS Printer *
* 3. Copy Files to Diskette on EUWS *
* 4. Delete Files from EUWS Directory *
* 5. Change EUWS Configuration *
.)))))))))))))))))))))))))))))))))))))))-

SARSS Login Id: SARSS AddressL155.154.27.2
```

Figure 26.5-7. SARSS End User Work Station (EUWS) Menu

- a. The CTASC-II does not have to be up to perform this selection since you are accessing your hard drive.
- b. You can only print one file at a time.
- c. To make this selection, type **2** and press <Enter>. The system prompts you to enter the name of the file you want to print. The system lists the files in the directory shown at the top of the screen.
 - (1) When you type a listed file name (as it appears) and press <Enter>, the system sends the file to the printer and returns you to the SARSS EUWS Menu (figure 26.5-7).
 - (2) When you type a file name that is not listed or not as it appears, the system displays an error message and prompts you again for a file name. In this case, you would type **cd** to change directory and **0** to exit, in the same manner as in copying and deleting files. See Volume I, Section 3, Access to the System, for more information on this procedure.

26.5.4 Edits. This process has no edits other than checking the input selection to ensure that documents are available.

26.6 Output. The Print Generation Process sends selected reports to File Disposition.

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