MSI Report for AM Contract Managers

```
KLGLGON1 ─────────────        Entry Validation        ─────────────
Date: 02/17/09                                  System: DOT1
Time: 12:37:40                                  Device: LTIP9I75


            Identification:
                Userid.......  _____
                Password.....            Change Password ? N (Y or N)

            Additional Information:
                Group.....  _____
                Acct......  _____
                Proc......  _____




Bulletins:






ENTER USERID
Enter  F1=Help  F3=Exit
```

First you must type in your userid & password and then press the enter key.

File Edit Session Options Transfer View Macro Script Help

Connections: FDOT_Session   Attn PA1 PA2 Reset PF01 PF02 PF03 PF04 PF05 PF06 PF07 PF08

```
      Actions   Options   Commands   Features   Help
_____

                    CL/SUPERSESSION Main Menu              More:   +

Select sessions with a "/" or an action code.

   Session ID   Description                        Type      Status
   ----------   --------------------------------   --------  ------------
_   CICT2        Test CICS                          Multi
_   CICT3        Another Test CICS                  Multi
_   CICTZ        CICS Test Special                  Multi
_   PCR          Pavement Coring Report             Multi
_   FM           Financial Management System        Multi
_   EED          EED System                         Multi
/   TSO          TSO/E                              Multi
_   FLAIR        FLAIR System                       Multi
_   SAM1NVS5     FLAIR CompNet                      Multi
_   DGS          Dept. of General Services          Multi
_   SPURS        SPURS System                       Multi
_   SPURS2       SPURS System (2nd session)         Multi


Command ===>                                        DOT1/LTIP9I75
 Enter  F1=Help  F3=Exit  F5=Refresh  F8=Fwd  F9=Retrieve  F10=Action
```
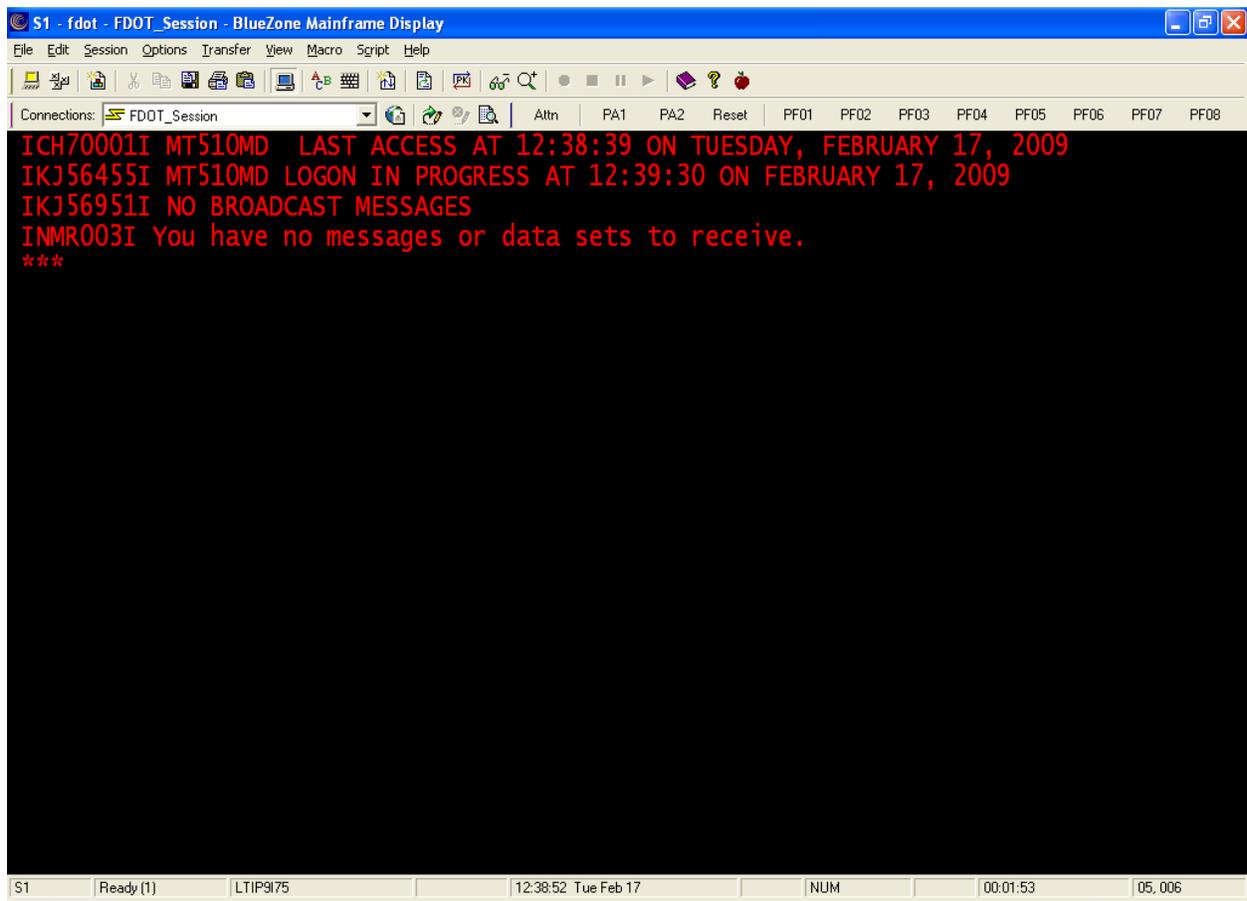
S1   Ready (1)   LTIP9I75   12:38:05 Tue Feb 17   NUM   00:01:06   15, 004

Select TSO, then press the enter key.

At this screen, press the enter key.

At this screen, press your F3 key or type the word "End" on the option line and then press the enter key. If a Disposition Request Screen comes up, type in the # 2, then press the enter key.
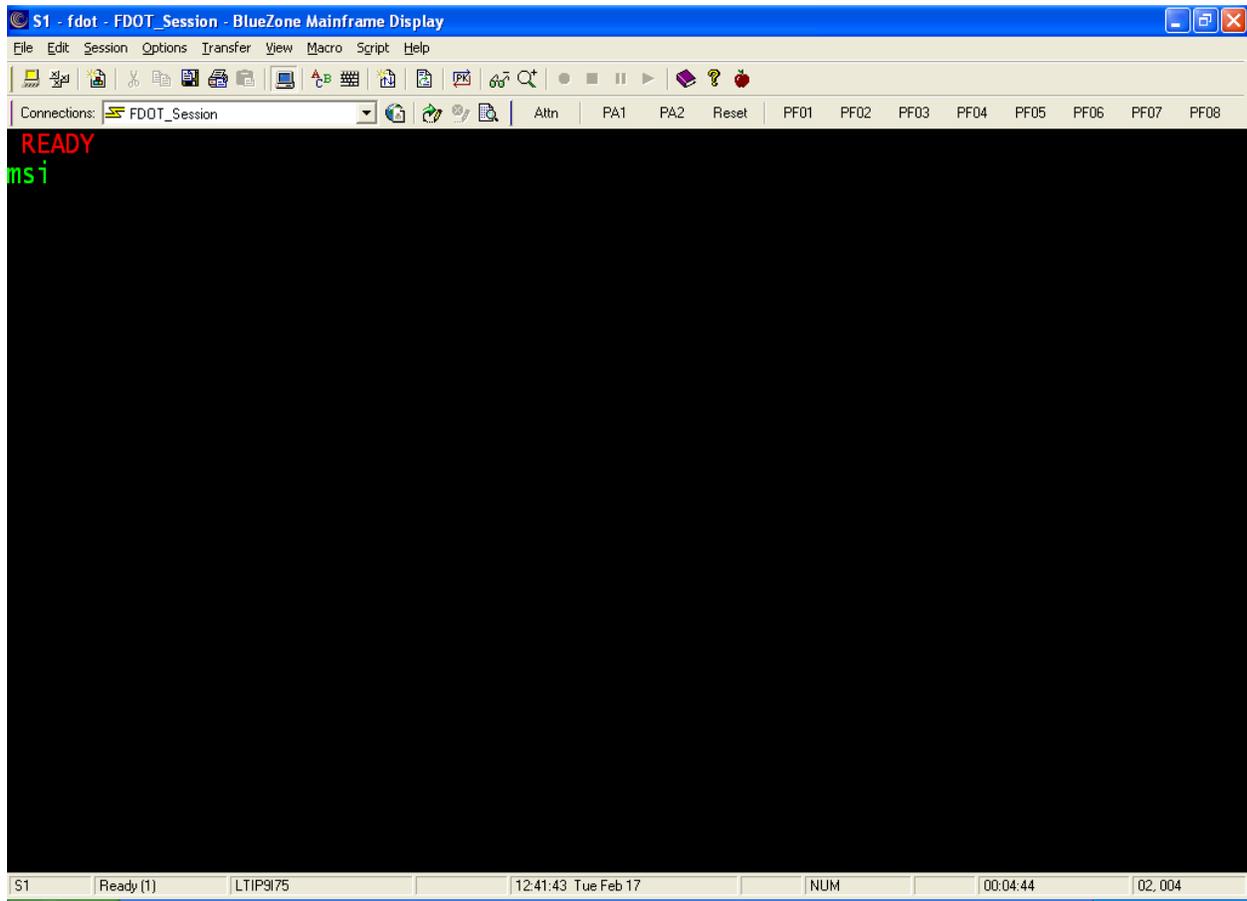
At the ready prompt type in the word "MSI", then press the enter key.

```
***********************************************************************
* 02/17/09 |        MATERIALS SUPPLY AND INVENTORY  (MSI)    | 12:43:04 *
*---------------------------------------------------------------------*
*                                                                     *
*       MMM        MMM      SSSSSSSSSS      IIIIIIIIIIIIIIII           *
*       MMMM      MMMM     SSSS      SSSS   IIIIIIIIIIIIIII            *
*       MMMMM    MMMMM      SSSS                  III                  *
*       MMMMMM  MMMMMM      SSSSSSSS              III                  *
*       MMM MMM MMM MMM           SSSS            III                  *
*       MMM  MMMMM  MMM    SSSS      SSSS   IIIIIIIIIIIIIII            *
*       MMM   MMM   MMM     SSSSSSSSSS      IIIIIIIIIIIIIII            *
*                                                                     *
*  THIS PROCEDURE WILL SUBMIT VARIOUS PROGRAMS THAT PRODUCE REPORTS, DELETE *
*  DATA, AND UPDATE DATA FOR THE MATERIALS SUPPLY AND INVENTORY SYSTEM.  THE *
*  NEXT SCREEN WILL CONTAIN A MENU OF THE PROGRAMS THAT YOU CAN RUN.  YOU *
*  WILL BE PROMPTED FOR THE INFORMATION REQUIRED FOR YOUR SELECTION.   *
*                                                                     *
***********************************************************************


ENTER YOUR FIRST INITIAL AND LAST NAME: _



S1    Ready (4)    LTIP9I75          12:42:27 Tue Feb 17        NUM        00:05:28     21, 042
```

You may type in your information as asked for here or just press the enter key. The reason for you to type in you information, is so when you are printing any report from this program, your information will show on the cover page.

```
***********************************************************************
* 02/17/09 |          MSI BATCH REPORTS MAIN MENU          | 12:45:44 *
*---------------------------------------------------------------------*
*                                                                     *
*        ( A )  WAREHOUSE OPERATIONS REPORTS                          *
*                                                                     *
*        ( B )  CENTRAL OFFICE REPORTS                                *
*                                                                     *
*        ( C )  COST CENTER/PROJECT MANAGER REPORTS                   *
*                                                                     *
*        ( D )  WAREHOUSE MANAGEMENT REPORTS                          *
*                                                                     *
*        ( E )  WAREHOUSE QAR MANAGEMENT REPORTS                      *
*                                                                     *
*        ( F )  MSI MAINTENANCE REPORTS                               *
*                                                                     *
*        ( G )  IOF - INTERACTIVE OUTPUT FACILITY                     *
*                                                                     *
*        ( Z )  EXIT                                                  *
*                                                                     *
***********************************************************************


ENTER THE LETTER OF YOUR SELECTION: F
```
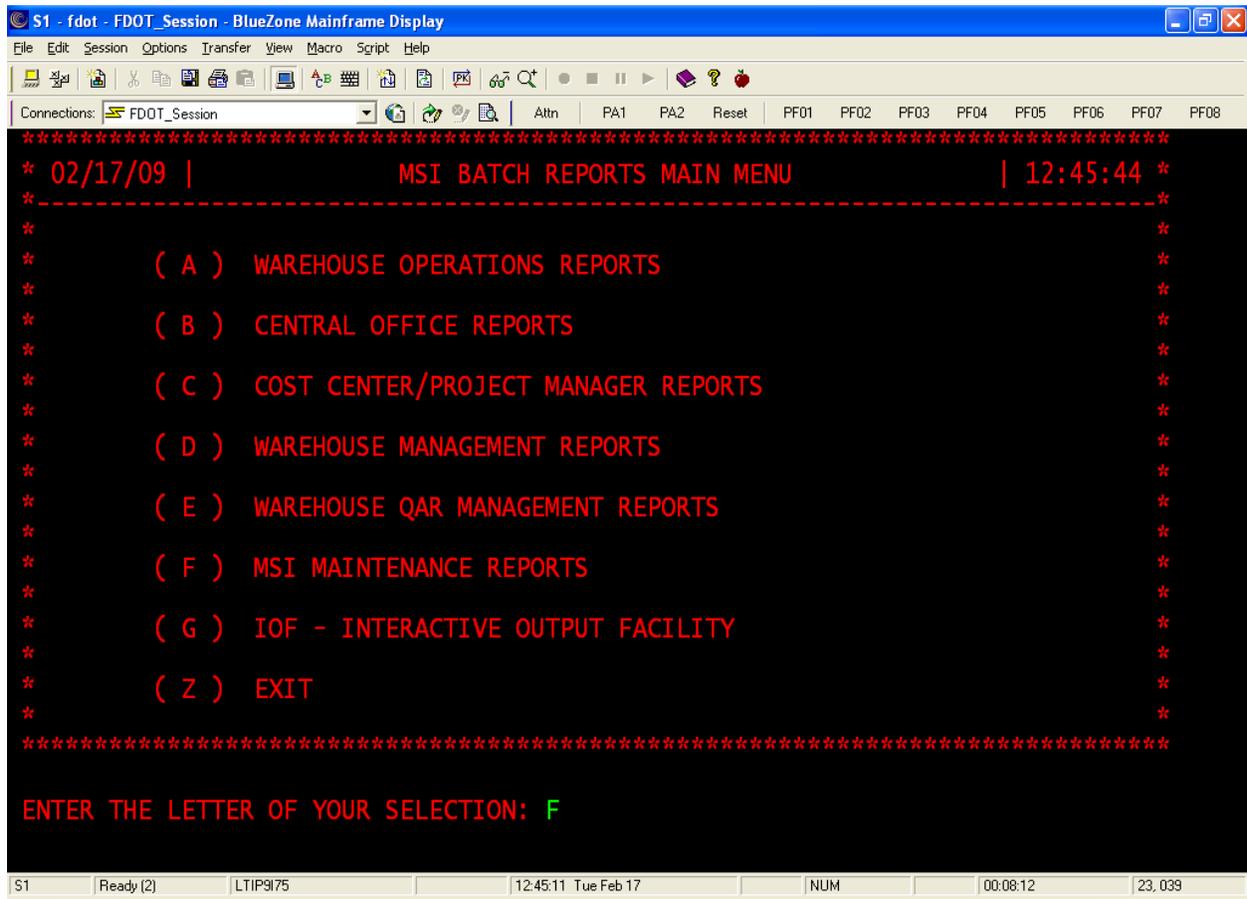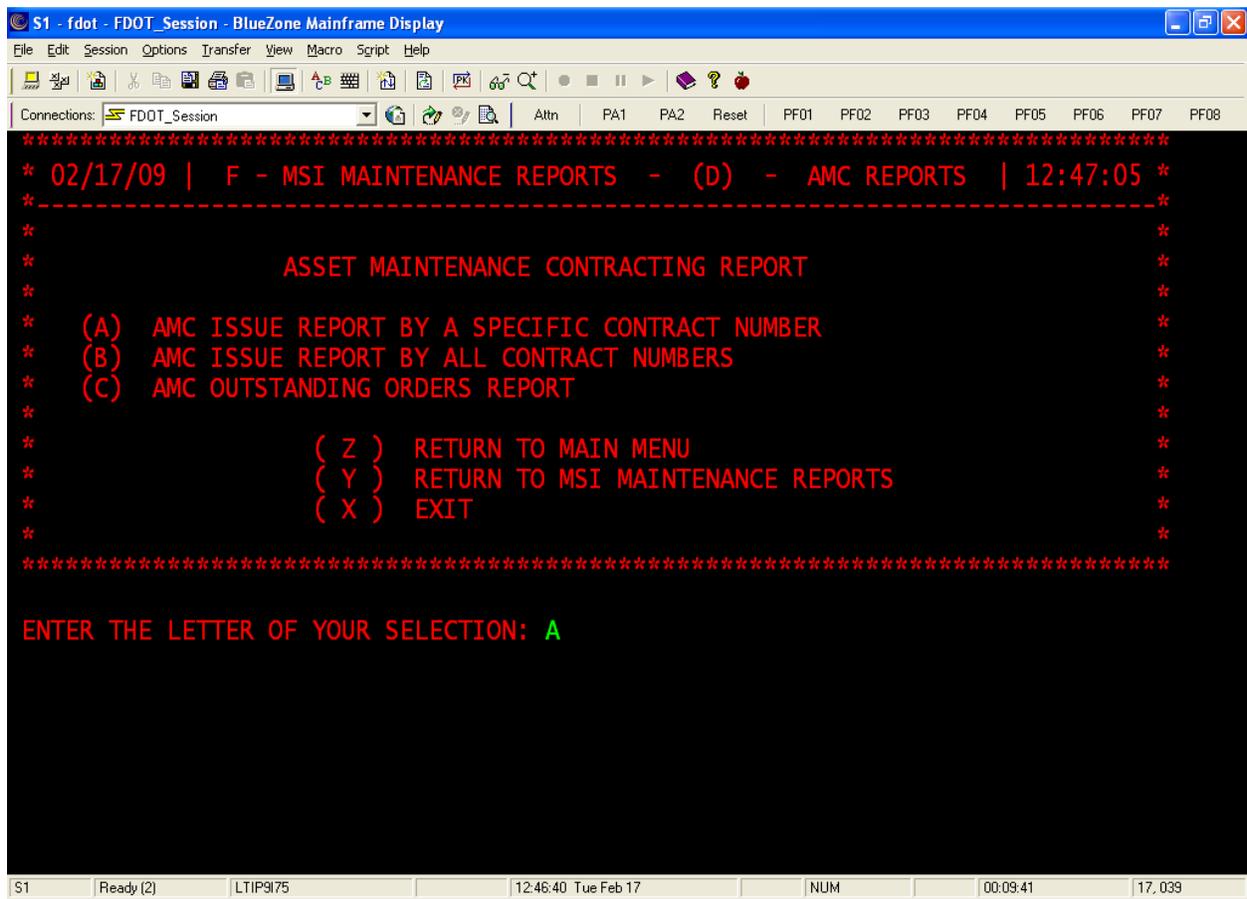
Next, you want to select letter "F". This will bring your to the report options.

```
******************************************************************************
* 02/17/09 |              F - MSI MAINTENANCE REPORTS              | 12:46:30 *
*----------------------------------------------------------------------------*
*                                                                            *
* (A ) ISSUE REPORTS                                                         *
* (B ) RECEIPT REPORTS                                                       *
* (C ) OTHER REPORTS                                                         *
* (D ) ASSET MAINTENANCE CONTRACTING REPORTS                                 *
*                                                                            *
*                   ( Z )  RETURN TO MAIN MENU                               *
*                   ( X )  EXIT                                              *
*                                                                            *
******************************************************************************


ENTER THE LETTER OF YOUR SELECTION: D
```
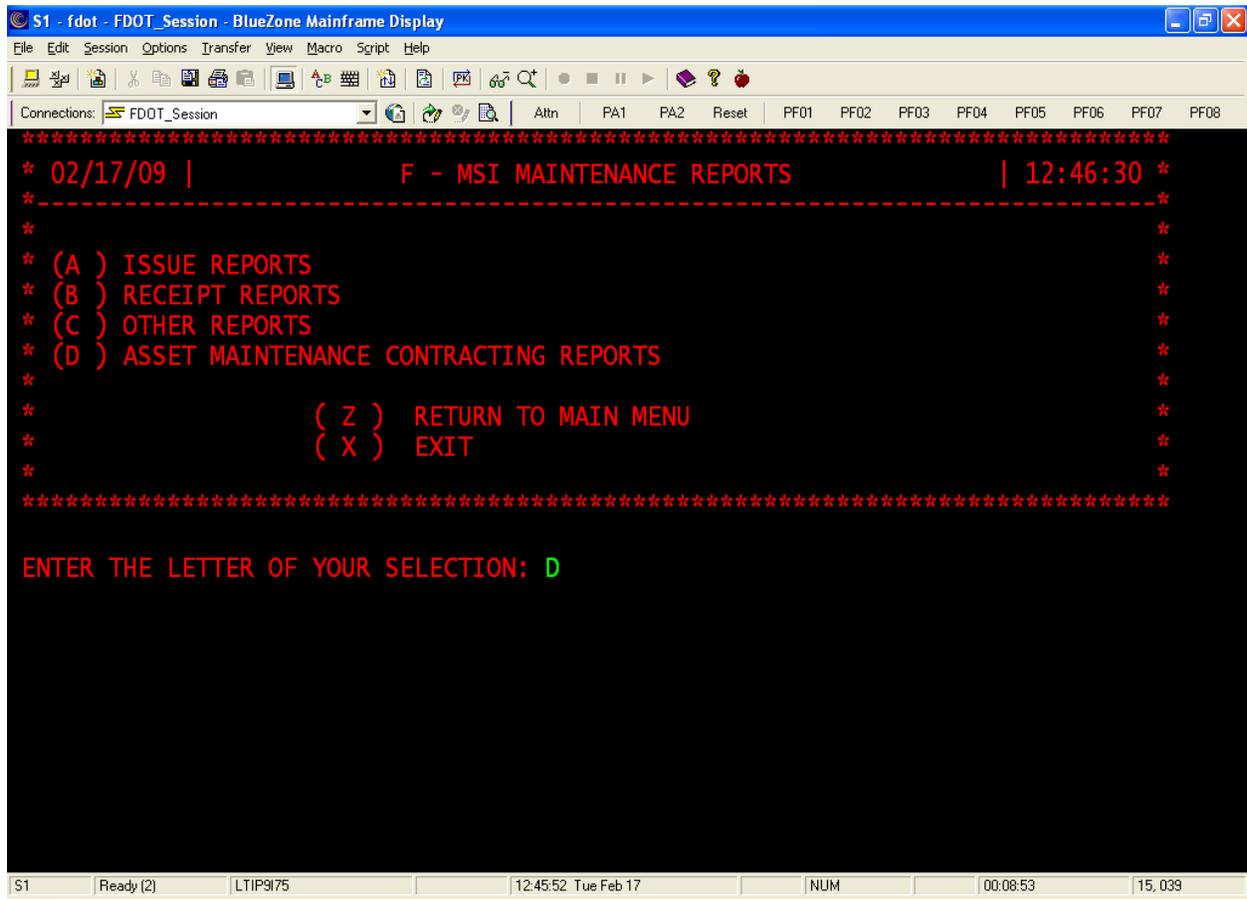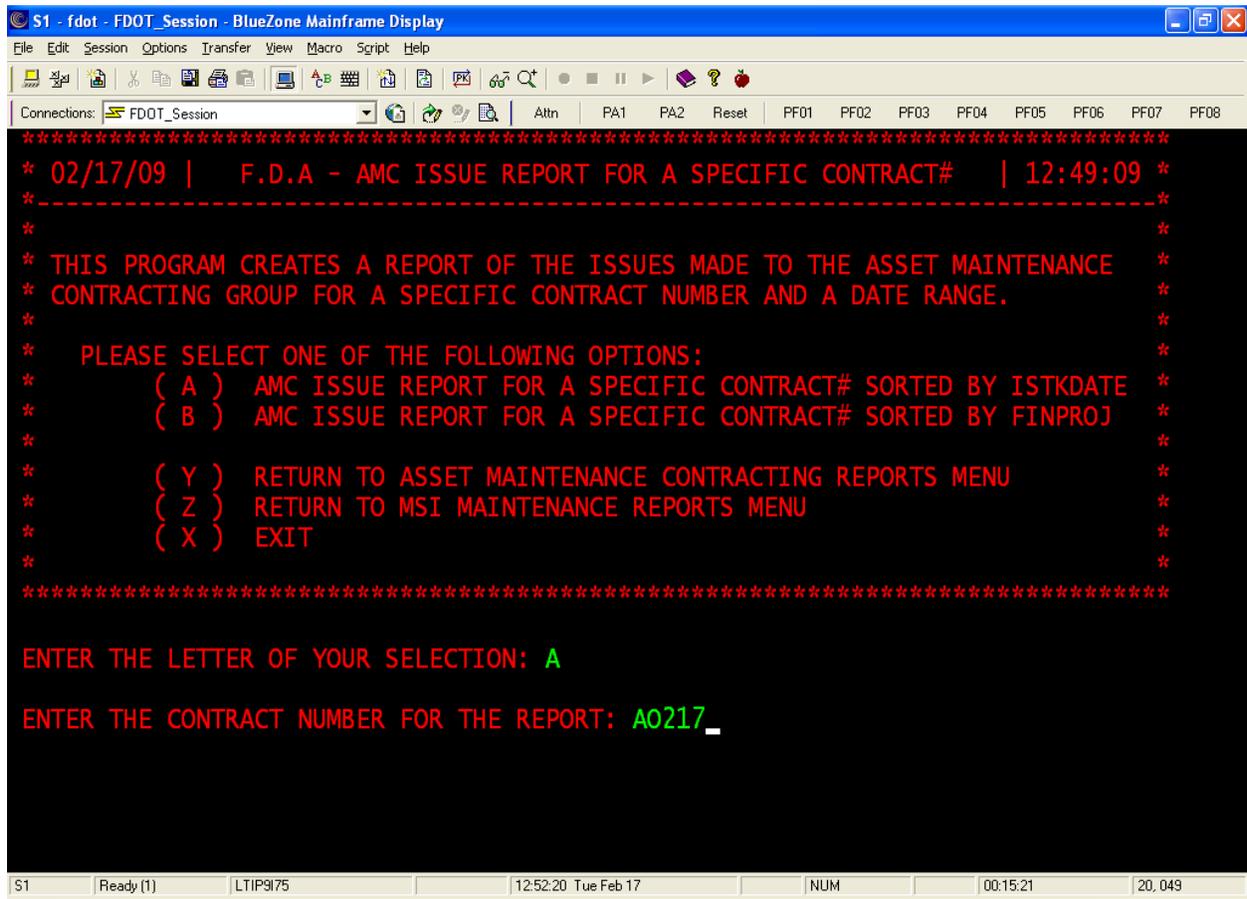
Next you will want to select letter "D", then press the enter key.

Here you can choose to see the orders sorted by: specific contract, all, or outstanding orders. For this class we will look for the information by specific contract, so select letter "A", then press the enter key.

```
C S1 - fdot - FDOT_Session - BlueZone Mainframe Display

File  Edit  Session  Options  Transfer  View  Macro  Script  Help

Connections: FDOT_Session            Attn    PA1   PA2   Reset    PF01  PF02  PF03  PF04  PF05  PF06  PF07  PF08

*************************************************************************
* 02/17/09 |    F.D.A - AMC ISSUE REPORT FOR A SPECIFIC CONTRACT#    | 12:49:09 *
*---------------------------------------------------------------------*
*                                                                     *
* THIS PROGRAM CREATES A REPORT OF THE ISSUES MADE TO THE ASSET MAINTENANCE  *
* CONTRACTING GROUP FOR A SPECIFIC CONTRACT NUMBER AND A DATE RANGE.   *
*                                                                     *
*   PLEASE SELECT ONE OF THE FOLLOWING OPTIONS:                       *
*       ( A )   AMC ISSUE REPORT FOR A SPECIFIC CONTRACT# SORTED BY ISTKDATE  *
*       ( B )   AMC ISSUE REPORT FOR A SPECIFIC CONTRACT# SORTED BY FINPROJ   *
*                                                                     *
*       ( Y )   RETURN TO ASSET MAINTENANCE CONTRACTING REPORTS MENU  *
*       ( Z )   RETURN TO MSI MAINTENANCE REPORTS MENU                *
*       ( X )   EXIT                                                  *
*                                                                     *
*************************************************************************


ENTER THE LETTER OF YOUR SELECTION: A




S1      Ready (3)      LTIP9I75                12:48:49 Tue Feb 17       NUM        00:11:50       18, 039
```

On this screen, you have a choice as to how you wish to have this report sorted. For this training, select letter "A", then press the enter key.

```
*****************************************************************************
* 02/17/09 |   F.D.A - AMC ISSUE REPORT FOR A SPECIFIC CONTRACT#   | 12:49:09 *
*---------------------------------------------------------------------------*
*                                                                           *
* THIS PROGRAM CREATES A REPORT OF THE ISSUES MADE TO THE ASSET MAINTENANCE  *
* CONTRACTING GROUP FOR A SPECIFIC CONTRACT NUMBER AND A DATE RANGE.         *
*                                                                           *
*   PLEASE SELECT ONE OF THE FOLLOWING OPTIONS:                             *
*       ( A )  AMC ISSUE REPORT FOR A SPECIFIC CONTRACT# SORTED BY ISTKDATE  *
*       ( B )  AMC ISSUE REPORT FOR A SPECIFIC CONTRACT# SORTED BY FINPROJ   *
*                                                                           *
*       ( Y )  RETURN TO ASSET MAINTENANCE CONTRACTING REPORTS MENU         *
*       ( Z )  RETURN TO MSI MAINTENANCE REPORTS MENU                       *
*       ( X )  EXIT                                                         *
*                                                                           *
*****************************************************************************


ENTER THE LETTER OF YOUR SELECTION: A

ENTER THE CONTRACT NUMBER FOR THE REPORT: AO217
```

Next type in your contract number, then press the enter key.

```
**********************************************************************
* 02/17/09 |   F.D.A - AMC ISSUE REPORT FOR A SPECIFIC CONTRACT#   | 12:49:09 *
*--------------------------------------------------------------------*
*                                                                    *
* THIS PROGRAM CREATES A REPORT OF THE ISSUES MADE TO THE ASSET MAINTENANCE *
* CONTRACTING GROUP FOR A SPECIFIC CONTRACT NUMBER AND A DATE RANGE.  *
*                                                                    *
*    PLEASE SELECT ONE OF THE FOLLOWING OPTIONS:                     *
*        ( A )   AMC ISSUE REPORT FOR A SPECIFIC CONTRACT# SORTED BY ISTKDATE *
*        ( B )   AMC ISSUE REPORT FOR A SPECIFIC CONTRACT# SORTED BY FINPROJ *
*                                                                    *
*        ( Y )   RETURN TO ASSET MAINTENANCE CONTRACTING REPORTS MENU *
*        ( Z )   RETURN TO MSI MAINTENANCE REPORTS MENU              *
*        ( X )   EXIT                                                *
*                                                                    *
**********************************************************************

ENTER THE LETTER OF YOUR SELECTION: A

ENTER THE CONTRACT NUMBER FOR THE REPORT: AO217

ENTER THE BEGINNING DATE (YYMMDD) EG: 050131 : 060701
```
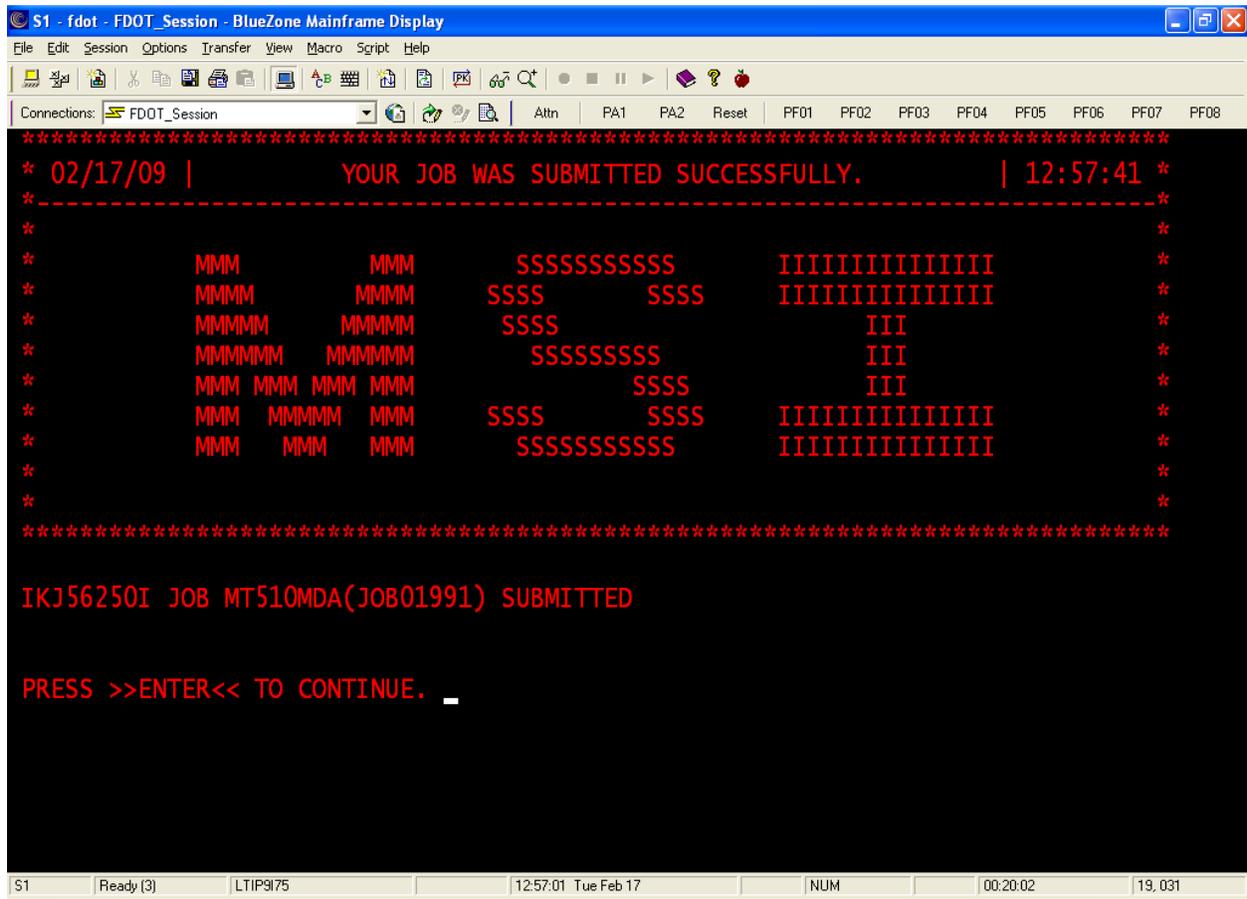
Type in the beginning date of the requested report period (this could be the date of the renewal or if you want this monthly, then do this monthly), then press the enter key.

```
* S1 - fdot - FDOT_Session - BlueZone Mainframe Display
File  Edit  Session  Options  Transfer  View  Macro  Script  Help

Connections: FDOT_Session          Attn   PA1   PA2   Reset   PF01  PF02  PF03  PF04  PF05  PF06  PF07  PF08

***************************************************************************
* 02/17/09 |   F.D.A - AMC ISSUE REPORT FOR A SPECIFIC CONTRACT#   | 12:49:09 *
*---------------------------------------------------------------------------*
*                                                                           *
* THIS PROGRAM CREATES A REPORT OF THE ISSUES MADE TO THE ASSET MAINTENANCE *
* CONTRACTING GROUP FOR A SPECIFIC CONTRACT NUMBER AND A DATE RANGE.        *
*                                                                           *
*    PLEASE SELECT ONE OF THE FOLLOWING OPTIONS:                            *
*         ( A )   AMC ISSUE REPORT FOR A SPECIFIC CONTRACT# SORTED BY ISTKDATE *
*         ( B )   AMC ISSUE REPORT FOR A SPECIFIC CONTRACT# SORTED BY FINPROJ *
*                                                                           *
*         ( Y )   RETURN TO ASSET MAINTENANCE CONTRACTING REPORTS MENU      *
*         ( Z )   RETURN TO MSI MAINTENANCE REPORTS MENU                    *
*         ( X )   EXIT                                                       *
*                                                                           *
***************************************************************************


ENTER THE LETTER OF YOUR SELECTION: A

ENTER THE CONTRACT NUMBER FOR THE REPORT: AO217

ENTER THE BEGINNING DATE (YYMMDD) EG: 050131 : 060701


***

S1        Ready (1)      LTIP9I75              12:53:48 Tue Feb 17         NUM        00:16:49        24, 006
```

Remember, anytime you see three asterisk (***), press the enter key.

ENTER THE ENDING DATE (YYMMDD) EG: 060120 : 090213
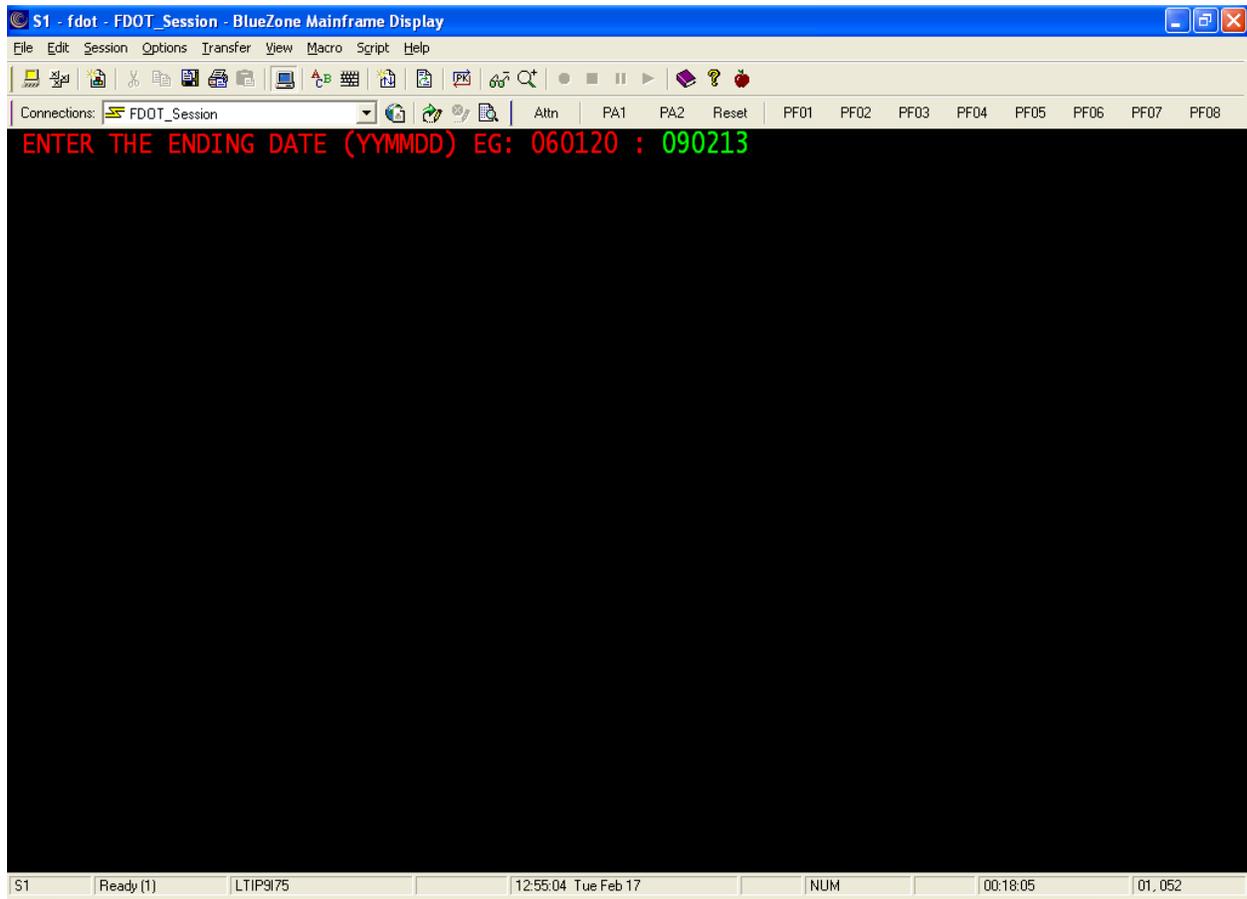
Type in the ending date of the requested report period, then press the enter key.
By doing this, the report will give you the total amount.

```
*******************************************************************************
* 02/17/09 |          YOUR JOB WAS SUBMITTED SUCCESSFULLY.          | 12:57:41 *
*-----------------------------------------------------------------------------*
*                                                                             *
*        MMM         MMM      SSSSSSSSSSS      IIIIIIIIIIIIIII                 *
*        MMMM       MMMM    SSSS       SSSS    IIIIIIIIIIIIIII                 *
*        MMMMM     MMMMM     SSSS                    III                       *
*        MMMMMM   MMMMMM      SSSSSSSS               III                       *
*        MMM MMM MMM MMM            SSSS             III                       *
*        MMM  MMMMM  MMM    SSSS       SSSS    IIIIIIIIIIIIIII                 *
*        MMM   MMM   MMM      SSSSSSSSSSS      IIIIIIIIIIIIIII                 *
*                                                                             *
*                                                                             *
*******************************************************************************


IKJ56250I JOB MT510MDA(JOB01991) SUBMITTED


PRESS >>ENTER<< TO CONTINUE. _
```

This screen gives you the job number (JOB01991). Please write it down and then press the enter key.
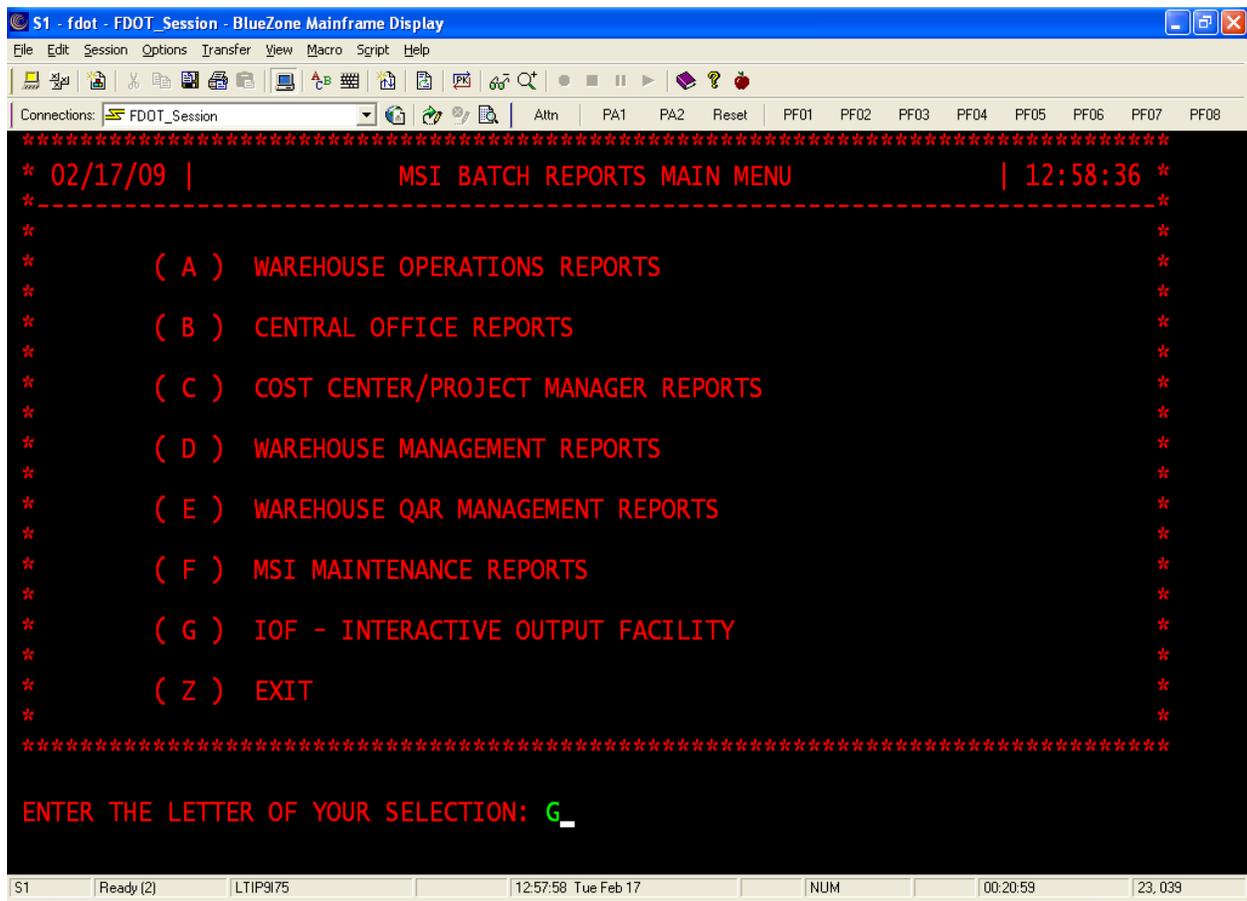
To print the report, you must go to the IOF. Type in option "G", then press the enter key.

Remember, anytime you see three asterisk (***), press the enter key.

To be able to print the report, the job must be in the Output Jobs status. If you see your job number anywhere else, then that means it has not run yet. In this case, the report has already run. Type the number that is next to your job number (highlighted in green) at the command line then press the enter key.

After you do that, this is the next screen you will see. The report is in option #5 (AMCISRPT). TO print it, you will put a letter "P" on the line next to number 5, then press you tab key. This will take you to the next field to change. You will overwrite the "Q" with an "A" then press the tab key again. This brings you to the Dest option. This is your printer name. If it says DOT, you must overwrite it with your printer destination. Then you will press the enter key.
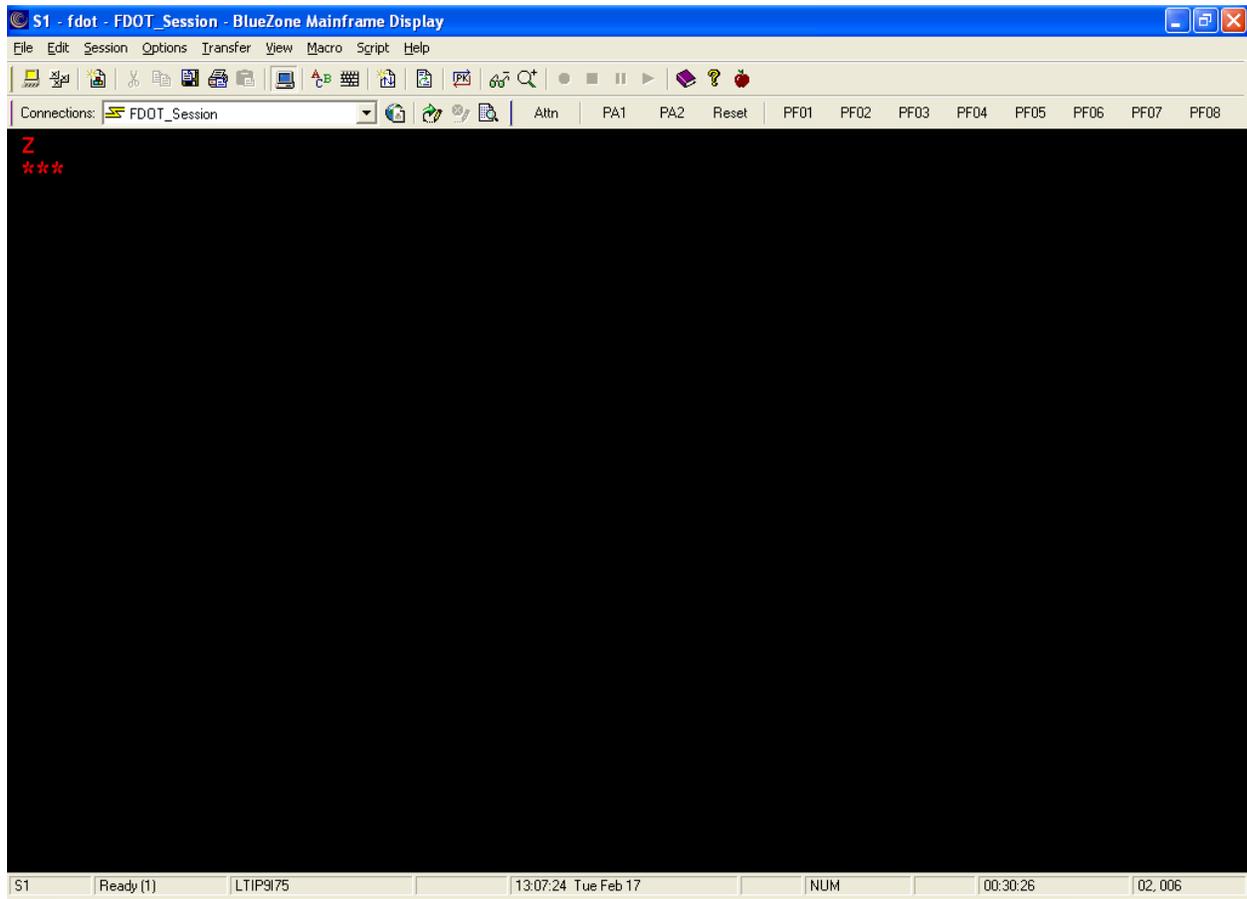
You will see this screen next. You will notice that the "P" and the "A" have dropped off and now you have in white letters "PRT". This shows you that you have correctly submitted this job for printing. To get out of this screen, will need to press the F3 key.
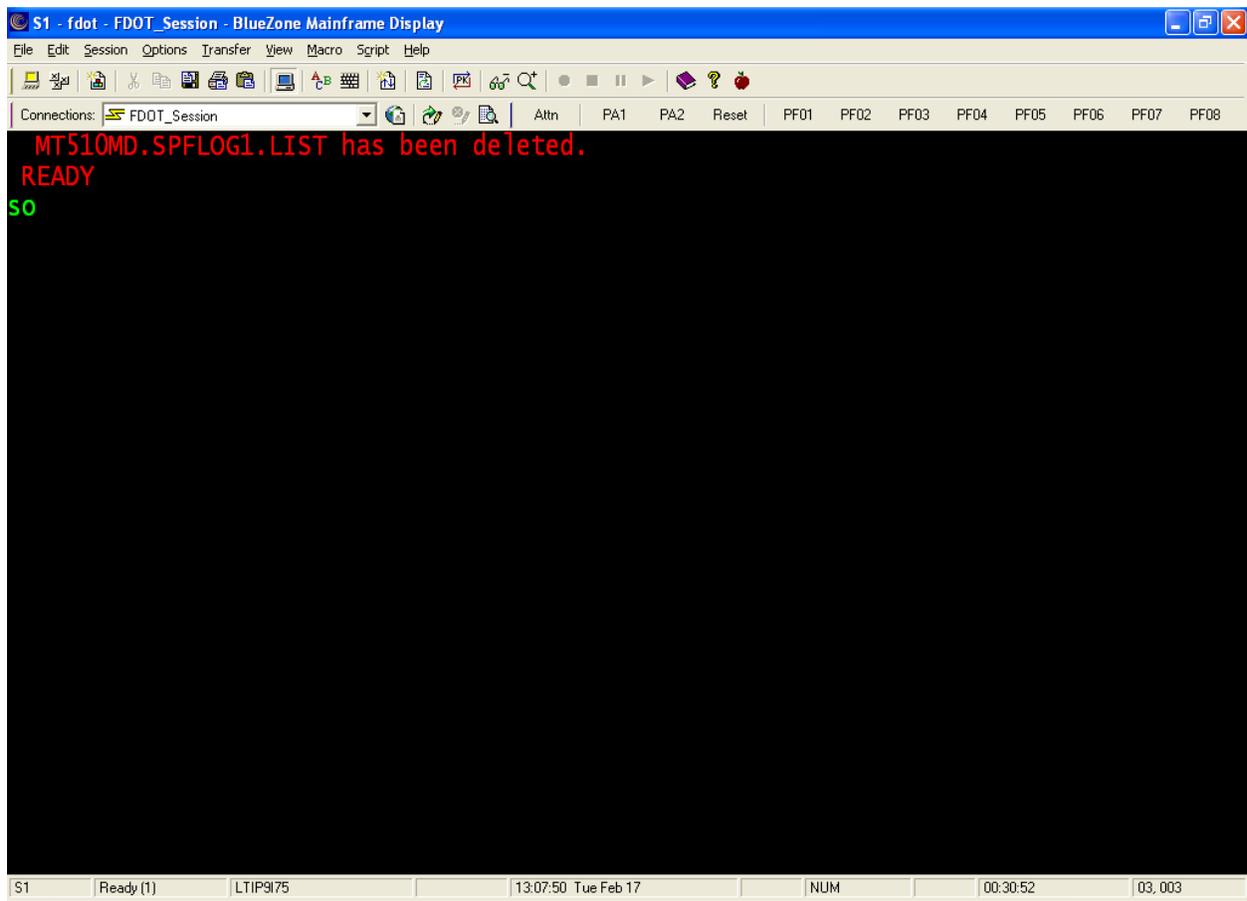
File Edit Session Options Transfer View Macro Script Help

Connections: FDOT_Session | Attn | PA1 | PA2 | Reset | PF01 | PF02 | PF03 | PF04 | PF05 | PF06 | PF07 | PF08

```
------------------------------ IOF Job List Menu ------------( 1 )------------
COMMAND ===> _                                           SCROLL ===> SCREEN
------------------------------ Output Jobs -----------------------------------
-------JOBNAME--JOBID---ACT-STAT-OWNER----DEST/DEVICE-------RECS-HELD-DAY--TIME
_    1 MT510MDA J001991 SEL       MT510MD  LTEDT59M              135 048 12:57
```

S1 | Ready (1) | LTIP9I75 | 13:06:33 Tue Feb 17 | NUM | 00:29:35 | 02, 015
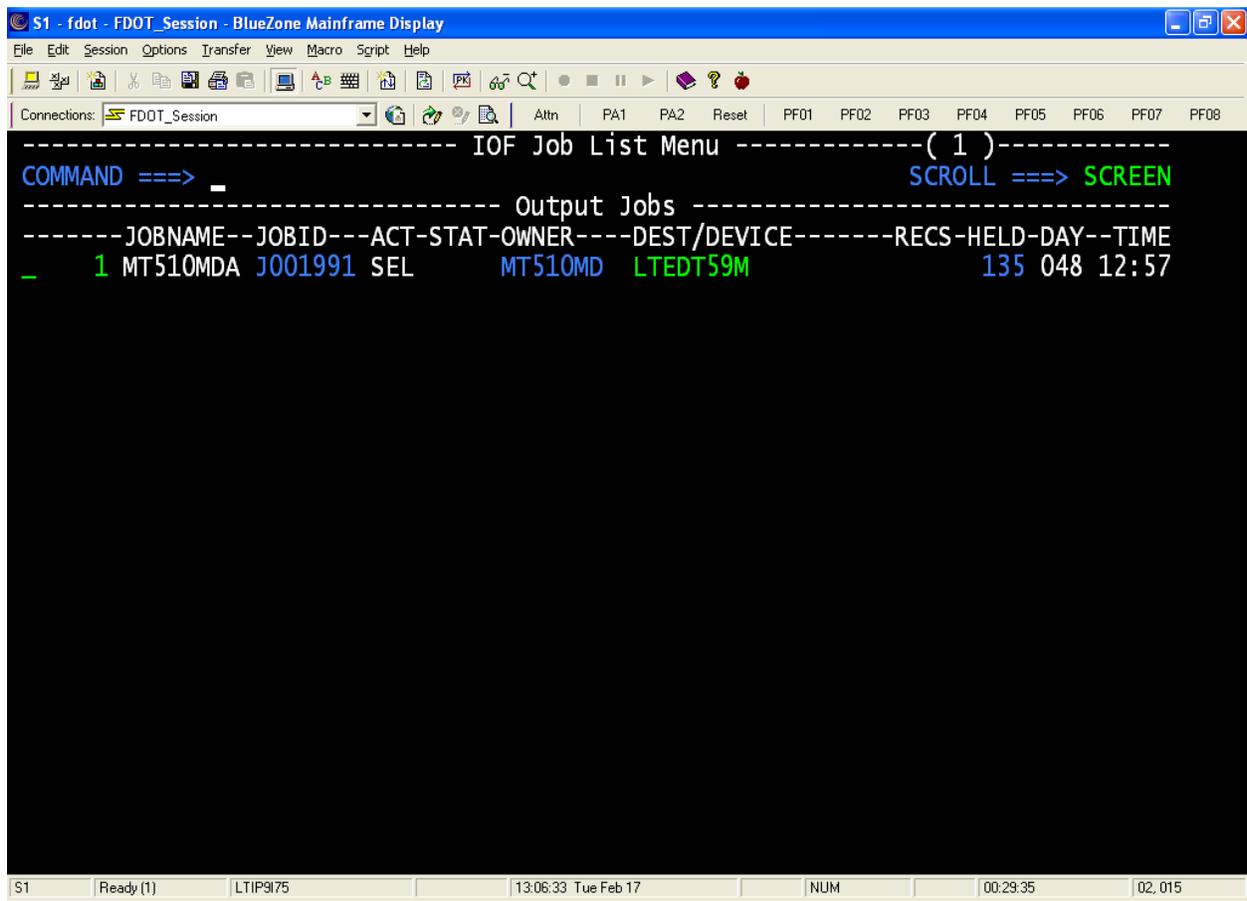
To get out of this screen, will need to press the F3 key.
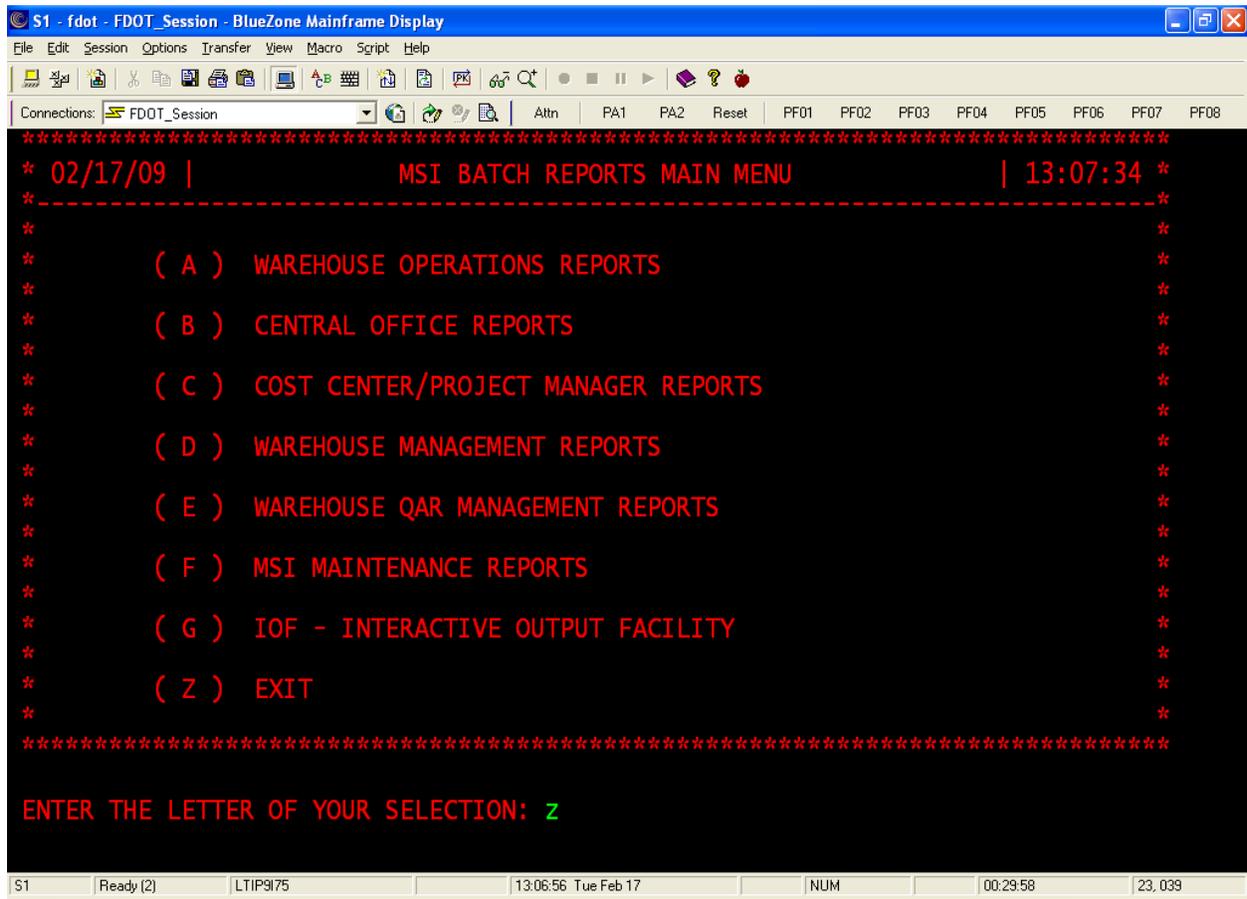
To get out of this menu, you will need to type the letter "Z", then press the enter key.

File   Edit   Session   Options   Transfer   View   Macro   Script   Help

Connections: FDOT_Session   Attn   PA1   PA2   Reset   PF01   PF02   PF03   PF04   PF05   PF06   PF07   PF08

Z
***

| S1 | Ready (1) | LTIP9I75 | | 13:07:24 Tue Feb 17 | | NUM | | 00:30:26 | | 02, 006 |

Remember, anytime you see three asterisk (***), press the enter key.

To get out of TSO, at the ready prompt, type in "SO", then press the enter key.

After this action, close DOTNET like you normally would.