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Session 23

Direct Loan Tools



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Direct Loan Tools Version 1.0

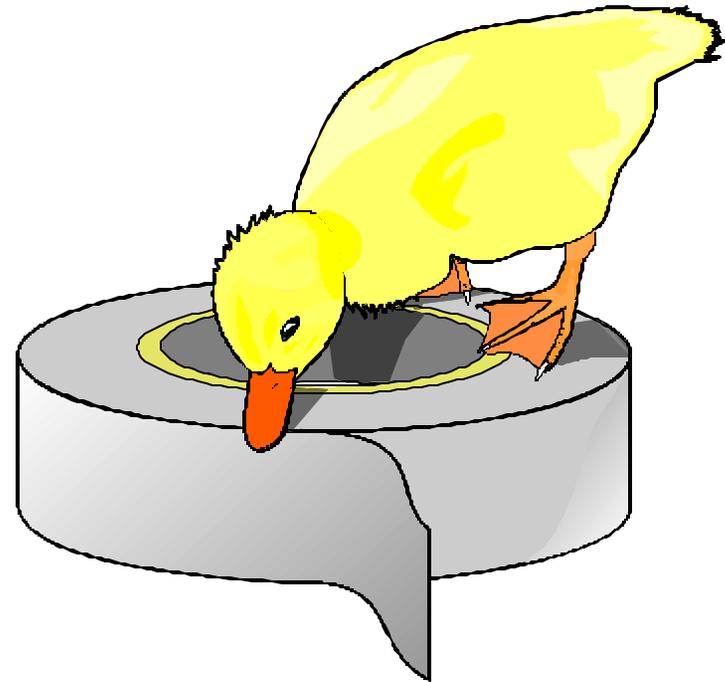
- Introductions
- Questions
- Evaluations



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Agenda

- Overview
- Installation
- Startup
- Setup
- Cash Management
- Compare
- Rebuild
- Further Assistance



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Direct Loan Tools (DL Tools) Overview

- DL Tools version 1.0 provides functionality for multiple years to:
 - Track cash receipts (drawdowns) and returns of excess cash
 - Import and compare the 732 report to actual disbursement records and/or Cash Management
 - Rebuild an EDExpress database



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In The Works...

- DL Tools version 2.0 to be released in late spring 2002
- Version 2.0 will continue to provide functionality to:
 - Track cash receipts (drawdowns) and returns of excess cash
 - Rebuild an EDExpress database



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New Features in Version 2.0

- Import and print the SAS
- Import and compare the SAS report to actual disbursement records and/or Cash Management
- Run the compare at both the loan detail level and the disbursement detail level



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Who Can Use DL Tools?

- DL Tools is a stand-alone module that can be used in conjunction with:
 - EDEExpress,
 - A combination system, or
 - Any other software or system that processes Direct Loans



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Installation Version 1.0

- Software available at:
 SFAdownload.ed.gov
- Installation Options
 - Standalone
 - Program and database on the workstation
 - Network
 - Database on the network
 - Program components on the workstation



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Startup

- EDEExpress database connections
 - Attempts to connect to EDEExpress V6 and V7 databases at startup
 - Prompts user to locate these databases if they are not found
 - Prompts can be suppressed by modifying System Setup



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DL Tools Setup

- System Setup is required to set system parameters prior to using DL Tools
- Security Users Setup has three pre-defined security groups



The screenshot shows a 'System Setup' dialog box with the following fields and options:

- Default Direct Loan School Code: [Empty text box]
- What EDEExpress versions do you use to process Direct Loans?: [3] (dropdown menu)
- Maximum number of days difference between 732 Cash records and cash records entered by the school which will be considered a match: [5] (dropdown menu)
- Return to Dialog:
- Single/Multiple (Default Print): [Multiple] (dropdown menu)

Buttons at the bottom: OK, Cancel, Help



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Cash Management

- Allows a school to track cash transactions
 - Cash Receipts (drawdowns)
 - Returns of Excess Cash
- Available for 2000-2001 and forward
- Data entered
 - Manually or
 - Imported using the Cash Detail External Add Record Layout



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Cash Management Reports

- Print Cash Detail of Cash Management records
 - Retrieve the browse grid of Cash Management Records
 - Use Grid Functionality to print the Cash Detail





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Cash Management Reports

- **Cash Summary Report**
 - Contains summary total amount of each record type and
 - total disbursement amount
- **Total disbursement amount can be pulled from:**
 - EDEXpress
 - Imported External Loan Data (2001-2002)
- **Can enter an Action Date Range**



Compare

- Compares LOC Cash Detail and Loan Detail to the school's Cash Detail and Loan Detail

Remember: Version 1.0 is for 2001-2002



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Compare Process Overview

- **Import Data**
 - 732 Cash Detail and Loan Detail
 - External Cash Detail and Loan Detail
- **Print Reports**
 - Cash Detail Comparison
 - Loan Detail Comparison
 - 732 Cash Detail
 - 732 Loan Detail



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Importing Files to Compare

- Import 732 Cash and Loan Detail
 - Received from LOC in message class ED1202OP
 - Clears all existing 732 data for the school being imported
- Import External Cash and Loan Detail
 - Use the Cash Detail External Add and Loan Detail External Add Record Layouts

Compare Reports

- **Cash Detail Comparison Report**
 - Displays results from comparison of 732 Cash Detail to Cash Management records
 - Options
 - School Code
 - Sort Order: Action Type, Amount or Date
 - Match Status: Matched, Unmatched or All
 - Action Type: Cash Receipts, Return of Excess Cash or All
 - Action Date Range



Compare Reports

- Loan Detail Comparison Report-Loan Level
 - Displays results from comparison of 732 Loan Detail to EDEExpress or External records
 - Options
 - School Code
 - Sort Order: Loan ID or Last Name
 - Match Status: Matched, Unmatched or All
 - Comparison Type: 732 to EDEExpress or 732 to External
 - Booked Status: Booked, Unbooked or Both





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732 Lists

■ 732 Cash Detail List

- Displays cash detail records imported from the 732 file
- Options
 - School Code
 - Sort Order: Type, Date or Amount
 - Action Type: Cash Receipts, Return of Excess Cash or All
 - Action Date Range



732 Lists

■ 732 Loan Detail List

- Displays loan detail records imported from the 732 file
- Options
 - School Code
 - Sort Order: Loan ID or Last Name
 - Booked Status: Booked, Unbooked or Both
 - Loan Type: All, Subsidized, Unsubsidized or PLUS





Rebuild EDEExpress Records

- DL Tools 1.0 rebuilds EDEExpress 2000-2001 and 2001-2002 records
 - Updates all records in EDEExpress
 - Updates selected records in EDEExpress
 - Compares with no updates
- Any record rebuilt in EDEExpress can be exported through External Export to another system



Requesting Rebuild Files for 2000-2001 & 2001-2002

- Request from:
 - www.lo-online.ed.gov
 - LOC Customer Service Representative
- Sent to the school via SAIG
- Request options
 - Data for specific year
 - Data for specific student (by year)
 - Data for specific loan



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Loan Rebuild File

- Message class: DLRBLDOP
- Batch Type: RB
- Contains two record types
 - Rebuild Origination Detail Record
 - Rebuild Disbursement Detail Record

Rebuild - Compare Only

- Compares the Origination and Disbursement records in the Rebuild file to EDEExpress
- Does not perform any updates
- Displays report containing the unmatched records
 - In Rebuild but not EDEExpress
 - In EDEExpress but not Rebuild
 - In both but data differs





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Rebuild - Updates

- Selected Records
 - Rebuilds only the records selected
 - Selecting the records from the Rebuild file, not EDEExpress
- All Records
 - Rebuilds EDEExpress with all records contained in the Rebuild file



What is updated in EDEExpress?

- Adds school being imported to DL School Setup
- Creates Disbursement Profile
- All existing data for loans selected for Rebuild is deleted and recreated based on the data in the Rebuild file
- Updates Batch Activity with Rebuild Batch ID



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Further Assistance

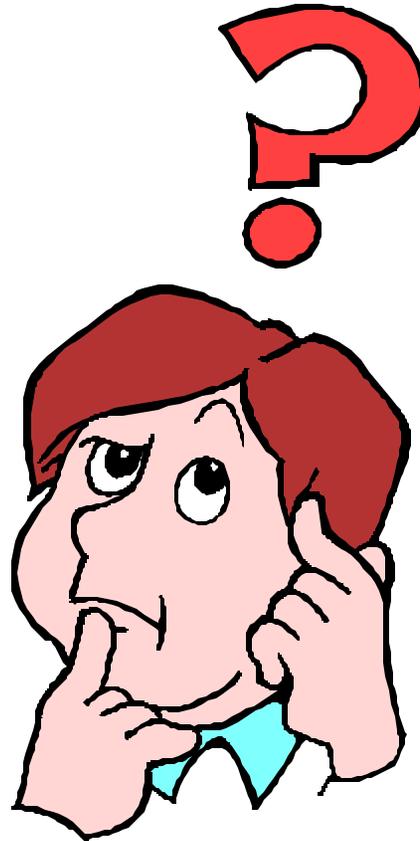
- **CPS/WAN Technical Support**
 - 800/330-5947
 - Email: CPSWAN@NCS.COM

- **SFATECH**
 - <http://www.ed.gov/sfatech/listserv.html>



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Questions?



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