

# Client Resolve FANs (CRFN)

**Client Resolve FANs (CRFN)** is a browse function used to resolve any details entered via batch processing that need resolution (i.e., direct bill fleet). These details can be browsed by administrative area, mnemonic, or account. These details have already posted to the account but need to be resolved to the cost centers and/or sub-objects. After resolution, the detail is posted immediately.

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## Cover Screen

From the Main Function Screen (M1M1), at the **Next Function** line within the CCOM menus, type **CRFN**.

Press **Enter**.

11/15/96  
14:44:59.3

**RESOLVE FINANCIAL NUMBERS**

CRFN  
MLP3

PLEASE ENTER **ONE** OF THE FOLLOWING:

1) ADMIN AREA: \_\_\_\_\_

2) MNEMONIC: \_\_\_\_\_ **1**

3) ACCOUNT: 02 - 005 - 07\_ HN 10010\_

**NEXT FUNCTION:** \_\_\_\_\_ **<MENU,KEYS,END>**

Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---  
HELP MENU CMPS END . . . . . KEYS PRNT BRWS

Select **one** of the three ways to resolve details:

- At **Admin Area**, enter your administrative area.
- At **Mnemonic**, enter the department unit.
- At **Account**, enter the budget and fund combination.

Press **Enter**

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## Accounts to be Resolved

| SELECT UP TO 14 ACCOUNTS AT ONE TIME FOR RESOLUTION, THEN PRESS <ENTR> |                     |                           |      |          |      |             |     |
|--|---------------------|---------------------------|------|----------|------|-------------|-----|
| 11/15/96   |                     | RESOLVE FINANCIAL NUMBERS |      |          |      | CRFN        |     |
| 14:45:41.2   |                     |                           |      |          |      | MLP3        |     |
| PLEASE SELECT ACCOUNTS TO BE RESOLVED:                                 |                     |                           |      |          |      |             |     |
| SEL  | ACCOUNT             | FY                        | COBJ | AMOUNT   | DTL  | DESCRIPTION | TYP |
| -  | 1. 0200507 HN10010  | 9697                      | 0040 | 60731.00 | PBDA | 01467434    | PB  |
| -  | 2. 0200507 HN10010  | 9697                      | 0114 | 26498.00 | PBDA | 01467434    | PB  |
| -  | 3. 0200507 HN10010  | 9697                      | 032B | 300.00   | PBDA | 01467434    | PB  |
| -  | 4. 0200507 HN10010  | 9697                      | 0411 | 1500.00  | PBDA | 01467434    | PB  |
| -  | 5. 0200507 HN10010  | 9697                      | 0431 | 7062.00  | PBDA | 01467434    | PB  |
| 1  | 6. 0200507 HN10010  | 9697                      | 090B | 17857.00 | PBDA | 01467434    | PB  |
| x  | 7. 0200507 HN10010  | 9697                      | 0206 | 1853.00  | WAGA | WAGE W01    | AC  |
| x  | 8. 0200507 HN10010  | 9697                      | 0303 | 24.00    | SRFC |             | AC  |
| -  | 9. 0200507 HN10010  | 9697                      | 0303 | 18.00    | IDCC |             | AC  |
| -  | 10. 0200507 HN10010 | 9697                      | 0303 | 5.00     | IDCC |             | AC  |
| -  | 11. 0200507 HN10010 | 9697                      | 0321 | 7.00     | IDCC |             | AC  |
| -  | 12. 0200507 HN10010 | 9697                      | 0321 | 1.00     | IDCC |             | AC  |
| -  | 13. 0200507 HN10010 | 9697                      | 0411 | 1736.00  | IDCC |             | AC  |
| -  | 14. 0200507 HN10010 | 9697                      | 0414 | 6.00     | IDCC |             | AC  |

Enter--PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---  
 HELP MENU CMPS END ERR . TOP FWRD RTRN ADTL PRNT .

1. At Sel (selection), place an "X" beside the detail or details that you would like to resolve.

Press **Enter**

> **Note:**

- You may resolve up to 14 details at one time.

## Multiple Accounts Window

| Financial Account Numbers (FANS) |         |           |             |       |             |          |         |     |
|----------------------------------|---------|-----------|-------------|-------|-------------|----------|---------|-----|
| Fiscal                           | Account |           | Fund Object |       | Cost Center | Activity | Amount  | Sta |
| Year                             | Budget  |           |             |       |             |          |         |     |
| 1                                | 96/97   | 02-005-07 | HN          | 10010 | 0206        |          | 1853.00 |     |
| 2                                | 96/97   | 02-005-07 | HN          | 10010 | 0303        |          | 24.00   |     |
| 3                                | /       | -         | -           |       |             |          |         |     |
| 4                                | /       | -         | -           |       |             |          |         |     |
| 5                                | /       | -         | -           |       |             |          |         |     |
| 6                                | /       | -         | -           |       |             |          |         |     |
| 7                                | /       | -         | -           |       |             |          |         |     |

SELECTION: 1 **1**

ENTER-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12  
 . . . . . FWRD RTRN RESU PRNT BRWS

If you selected more than one detail on the previous **CRFN** screen, this screen will appear.

1. At **Selection**, enter the number associated with the detail you would like to resolve.

Press **PF10** to resolve the detail selected.

**> Note:**

- You will not receive this screen if you select only one detail on the previous **CRFN** screen.

**FANS Screen Functions**

|             |  |
|-------------|--|
| <b>PF9</b>  | <b>Return to the previous CRFN screen.</b>                       |
| <b>PF10</b> | <b>Allows you to resolve the account information.</b>            |
| <b>PF12</b> | <b>Allows you to browse the details that have been resolved.</b> |

**Resolution Window**

| Financial Account Numbers (FANS) |                |             |         |             |          |                   |
|----------------------------------|----------------|-------------|---------|-------------|----------|-------------------|
| Fiscal Year                      | Account Budget | Object/Fund | Sub-Obj | Cost Center | Activity | Amount/Dept Space |
| 96/97                            | 02-005-07      | HN          | 10010   | 0206        |          | 1853.00           |
|                                  |                |             |         |             |          | 9051 W00 1 21_    |
|                                  |                |             |         |             |          | Tieback           |
|                                  |                |             |         |             |          | WAGE W01 2        |
|                                  |                |             |         |             |          | 3                 |

1. **Dept Space** is optional but it will allow you to explain the purchase in more detail if needed. This field is sortable on the PC/MAC reporting tools.
2. **Description** is optional but will allow you to describe the detail.
3. **Tieback** can be a planned encumbrance number (UPEN), an ordinary encumbrance number (either with UENC or an IBIS form) or a standing encumbrance number (PURC). If a tieback number is entered, this detail will tieback to the encumbrance and release all or a portion (the amount of the detail) of the encumbrance amount.

Press **PF10** to resolve.

## Sub-Objects and Cost Centers

| Cost Center | Amount    | Free Space     |
|-------------|-----------|----------------|
| JOB3866     | 1 1853.00 | 2 951 W000921_ |
| PGM3866     |           | 9051 W000921_  |
| TASK3866    |           | 9051 W000921_  |
|             |           |                |
|             |           |                |
|             |           |                |

If there are sub-objects and/or cost centers:

1. You need to enter the **Amount** in the appropriate sub-objects and/or cost centers and you are not limited to just one.

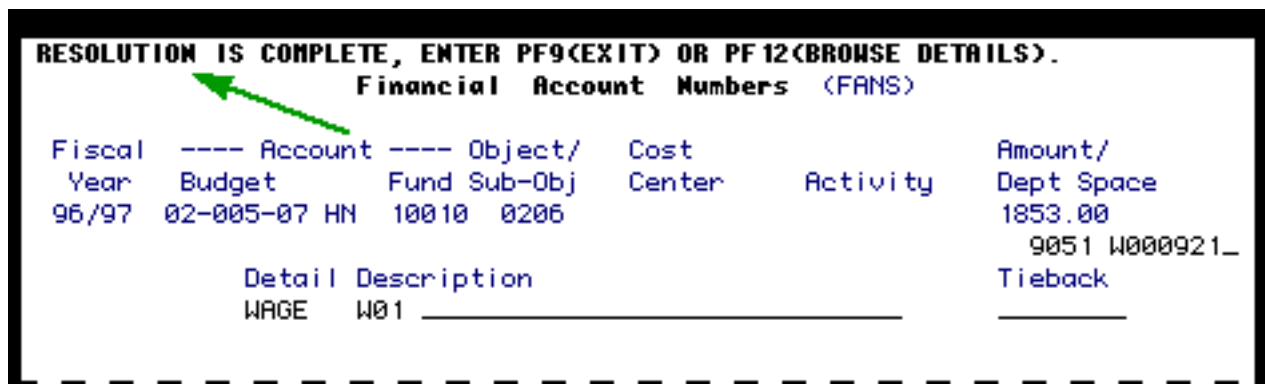
**> Note:**

- If there is more than one page of sub-object and/or cost centers, you can press **PF8** to go to the next page.
  - If there are more than 21 cost centers, there will be a selection field to advance more quickly to the appropriate cost center.
2. The information that was entered in the Department Space on the previous **FANS** window will appear in the **Free Space** but can be modified.

Press **Enter**.

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## Resolution Window (Completed)




RESOLUTION IS COMPLETE, ENTER PF9<EXIT> OR PF12<BROWSE DETAILS>.

Financial Account Numbers (FANS)

| Fiscal Year | Account Budget | Object/ Fund Sub-Obj | Cost Center | Activity | Amount/ Dept Space |
|-------------|----------------|----------------------|-------------|----------|--------------------|
| 96/97       | 02-005-07 HN   | 10010 0206           |             |          | 1853.00            |
|             |                |                      |             |          | 9051 W000921_      |
|             |                |                      |             |          | Tieback            |

Detail Description  
WAGE W01 \_\_\_\_\_

You will receive the message **Resolution is Complete**.

 If you would like to browse the detail information that you just resolved, press **PF12**.

## Browsing Resolved Details

| Financial Account Numbers (FANS) |           |      |                    |             |              |                       |
|----------------------------------|-----------|------|--------------------|-------------|--------------|-----------------------|
| ---- Account ----                |           |      |                    |             |              |                       |
| Fiscal Year                      | Budget    | Fund | Object/<br>Sub-Obj | Cost Center | Activity     | Amount/<br>Dept Space |
| 96/97                            | 02-005-07 | HN   | 100 10             | 0206        |              | 1853.00               |
|                                  |           |      |                    |             |              | 9051 W000921          |
| 96/97                            | 02-005-07 | HN   | 100 10             | 0206        | LYNN D       | 1853.00               |
|                                  |           |      |                    |             | TEST REAGAIN | 9051 W000921          |
| 96/97                            | 02-005-07 | HN   | 100 10             | 0206        | KELLEVA      | 1853.00               |
|                                  |           |      |                    |             | JOE SMITH    | 9051 W000921          |
| 96/97                            | 02-005-07 | HN   | 100 10             | 0206        | JOB3866      | 1853.00               |
|                                  |           |      |                    |             | JOE SMITH    | 9051 W000921          |

If you press **PF12**, you will browse the details that will be posted.

This browse screen will show:

- Fiscal Year posted
- Budget posted
- Fund posted
- Object/Sub-object posted
- Cost Center it was posted to
- Activity it was posted to (not available yet)
- Amount posted and the Department Space information
- Press **PF9** **once** to return to the previous FANS window (only if multiple details were selected).
- Press **PF9** **again** to return to the previous CRFN screen and the details will be posted.

**> Note:**

If you do **not** press **PF9** your information will **not** be posted.

***FANS Screen Functions***

|             |  |
|-------------|--|
| <b>PF5</b>  | <b>Allows you to re-resolve the form if you made a mistake when you first resolved the detail.</b>                             |
| <b>PF6</b>  | <b>Allows you to cancel or back out of the FANS window if you are not ready to resolve the detail (after PF10 is pressed).</b> |
| <b>PF9</b>  | <b>Return to the CRFN window.</b>  |
| <b>PF10</b> | <b>Allows you to resolve the detail information.</b>   |
| <b>PF12</b> | <b>Allows you to browse the details that have been resolved.</b>   |

# Browsing Details

| Financial Account Numbers (FANS) |           |      |        |        |          |         |     |
|----------------------------------|-----------|------|--------|--------|----------|---------|-----|
| Fiscal                           | Account   |      |        | Cost   | Activity | Amount  | Sta |
| Year                             | Budget    | Fund | Object | Center |          |         |     |
| 1 96/97                          | 02-005-07 | HN   | 10010  | 0206   |          | 1853.00 | R   |
| 2 96/97                          | 02-005-07 | HN   | 10010  | 0303   |          | 24.00   |     |
| 3 /                              | -         | -    |        |        |          |         |     |

When you press **PF9** to return to the previous CRFN screen, you will receive a pop-up window indicating that the system is posting the information that you just resolved.

Once you return to the original CRFN screen, you can select another detail or details to be resolved.

**>Note:**

- The detail which you have already resolved will remain on the screen with a "c" beside it to denote "completion" until you exit CRFN.

Last Revised: 10/27/2003