

# Maintain Structure Associations (UASC)

The UASC function consists of the following sections:

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  - [Non-Global Add Association](#)
  - [Non-Global Update Association](#)
  - [Non-Global Inquiry Association](#)
  - [Global Add Association](#)
  - [Global Update Association](#)
  - [Global Inquiry Association](#)
- 

## Structure Association Introduction

Structure association is linking a structure created with ASTR to an account(s), cost center(s), or activity(ies) (activities are currently not available) so that the structure can capture the details for that entity in the structure format indicated.

- Eventually, an account can have as many structure associations as needed. Currently the users will be limited to three structures per an account. Structure associations to Cost Centers will not be limited.
- Non-global Association is a one-time association of a structure with an account, cost center or activity. From the date the association is entered until it is manually deleted or the structure ends, the structure will capture the financial data in that structure format.
- Global Association is an on-going association of a structure with a type of account in a given administrative area based on the budget number, fund number, fund type, agency code or mnemonic.

For example, when a structure is globally associated with all 10010 funds within administrative area 024, every time a new 10010 is created, that structure will automatically be associated with the new account. A global association will associate the given structure with any account that fits the criteria until the global association is deleted.

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# Non-Global Add Association — UASC

A Non-Global Association is a one-time association to an account, cost center or mnemonic. The association is a nightly process and will be added at night.

At **NEXT FUNCTION** in the IBIS Admin menus in CCOM, type **UASC** (Maintain Structure Associations) and press **Enter**.

```
04/29/96                                IBIS FINANCIAL SYSTEM                                UASC
14:20:18.7                             MAINTAIN STRUCTURE ASSOCIATIONS                       MLP3

ARE YOU PLANNING TO:  <SELECT ONE>

❶ PF5 - NON-GLOBAL ADD      ASSOCIATION
  PF6 - NON-GLOBAL UPDATE  ASSOCIATION
  PF7 - NON-GLOBAL INQUIRY ASSOCIATION

  PF10 - GLOBAL ADD        ASSOCIATION
  PF11 - GLOBAL UPDATE    ASSOCIATION
  PF12 - GLOBAL INQUIRY   ASSOCIATION

NON-GLOBALS are one-time associations to accounts, cost centers, mnemonics.

GLOBALS are on-going associations for admn area# by budget,
fund, agency, or mnemonic.

NEXT FUNCTION: _____ <MENU, KEYS, END>
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---
      HELP  MENU  CMPS  END   NADD  NUPD  NINQ  .    .    GADD  GUPD  GINQ
```

1. Press **PF5** to add a non-global association.

```

PRESS <PF1> TO SELECT THE PURE STRUCTURE YOU WANT TO ASSOCIATE
04/29/96                               IBIS FINANCIAL SYSTEM                               URSC
15:48:55.1                             NON-GLOBAL ADD ASSOCIATIONS                             MLP3

CREATOR STRUCTURE
ID      ID      ACCOUNT      OR      COST      COST CENTER/
=====  =====  =====  =====  =====  =====
          ①
=====  =====  =====  =====  =====  =====
          - - - - -  - - - - -  - - - - -  - - - - -  - - - - -  - - - - -
          - - - - -  - - - - -  - - - - -  - - - - -  - - - - -  - - - - -
          - - - - -  - - - - -  - - - - -  - - - - -  - - - - -  - - - - -
          - - - - -  - - - - -  - - - - -  - - - - -  - - - - -  - - - - -
          - - - - -  - - - - -  - - - - -  - - - - -  - - - - -  - - - - -
          - - - - -  - - - - -  - - - - -  - - - - -  - - - - -  - - - - -
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          - - - - -  - - - - -  - - - - -  - - - - -  - - - - -  - - - - -
          - - - - -  - - - - -  - - - - -  - - - - -  - - - - -  - - - - -

FISCAL YEAR: 95 / 96
NEXT FUNCTION: _____ (MENU, KEYS, END)
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
      HELP  MENU  CMPS  END   TITL  CCTR  BACK  FWRD  RTRN  CNCL  PRNT  PROC

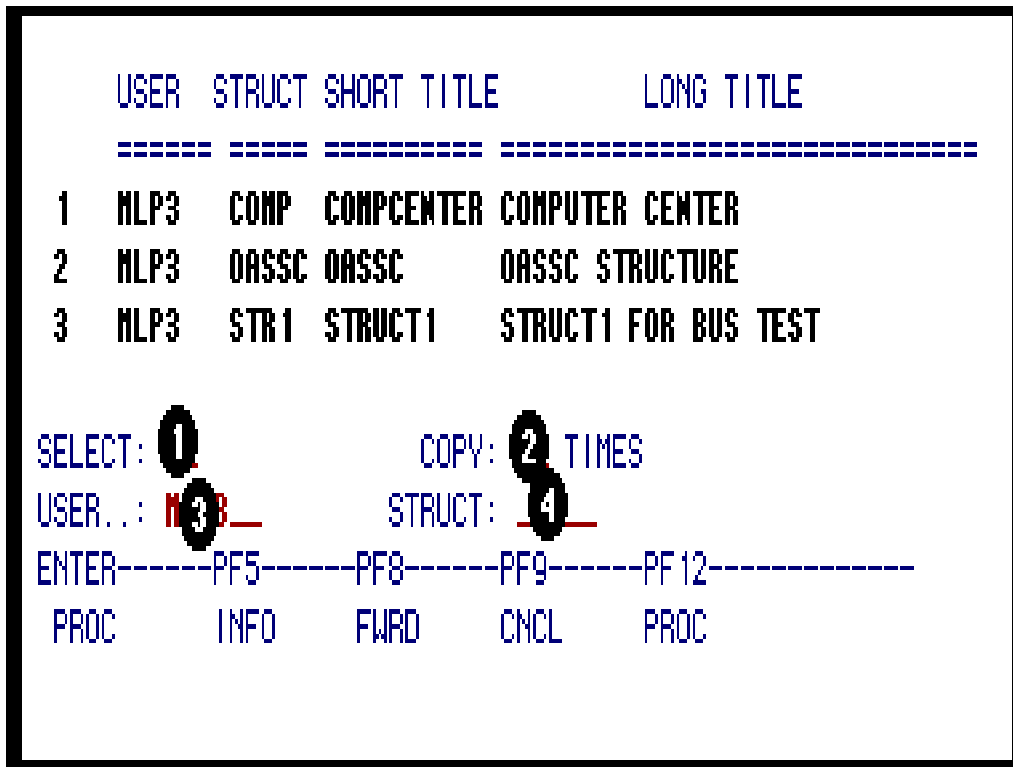
```

1. Place your cursor on the **Structure ID** field and press **PF1** for a pop up window listing all the available structures.

**> Note:**

You must press **PF1** whenever you want to add any structure IDs. If you simply type the structure ID name, the system won't recognize it.

### Using PF1 at Structure ID



This pick list help screen will view all the structures you have created and you can also select other non-confidential structures created by other individuals. You can only associate those structures to which you have been identified as alternate creator or those structures which you have created.

1. At **Select**, enter the number indicated next to the structure you want to associate.
2. At **Copy/Times**, enter the number of times you want this structure copied to the screen to associate. If this field is left blank, it will automatically default to one.
3. At **User**, enter the user id of the individual who you would like to view their structures.

**> Note:**

Press **Enter** to get the list of structures.

4. At **Struct**, enter the structure name to bring up that specific structure.

**> Note:**

A userID must be entered in the **USER** field.

Press **Enter** to bring up the specific structure entered.

**Once the structure is selected, press PF12 to process your request onto the Non-Global Add screen.**

## Other Functions

Press **PF5** to get an explanation of the fields on the help pick list.

Press **PF8** to page forward through the list of structures.

Press **PF9** to cancel the help pick list and return to the Non-Global Add screen.

CREATOR		STRUCTURE		ACCOUNT		OR	COST CENTER		OR	COST CENTER/ ACTIVITY		OR	MNEMONIC
ID	ID												
HLP3	<u>STR 1</u>	01	-	042	-	44	U	100	10				
HLP3	<u>STR 1</u>	01	-	042	-	45	UP	100	10				
HLP3	<u>STR 1</u>		-		-					BUSTEST			
HLP3	<u>STR 1</u>		-		-					BUS 1			
HLP3	<u>STR 1</u>		-		-					BUS 2			
HLP3	<u>STR 1</u>		-		-					BUS 3			
			-		-								
			-		-								
			-		-								
			-		-								
			-		-								
			-		-								
			-		-								

**FISCAL YEAR:** 95 / **5**  
**NEXT FUNCTION:** \_\_\_\_\_ **<MENU,KEYS,END>**  
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---  
HELP MENU CMPS END TITL CCTR BACK FWRD RTRN CNCL PRNT PROC

- 2. At **Account**, enter the account (budget and fund) that you want associated to the structure id entered.

**> Note:**

Press **PF1** to get a list of all the current accounts that exist.

-- or --

- 3. At **Cost Center**, enter the cost center you created with UCCA that you want associated to the structure id entered.

**> Note:**

Press **PF1** to get a list of all of the Cost Centers.

-- or --

4. At **Mnemonic**, enter the mnemonic that you want associated to the structure id entered. **Do not do this unless you want to associate this structure to every account in your mnemonic!**

**> Note:**

Press **PF1** to get a list of all the current mnemonics.

5. At **Fiscal Year**, specify the fiscal year of the associated structure. This field was included so that users can associate to the NEXT fiscal year during the last couple months of the current fiscal year.

**Example:**

In April, users can associate to 99/00 so that they can process next year's standing orders.

**Press PF12 to associate the structure ids with the account, cost center or mnemonic entered.**

## Other Functions

Once the associations have been added successfully, press **PF5** to receive title information.

Press **PF9** to return to the UASC screen.

Press **PF10** to cancel any information entered.

Press **PF11** to print the structure associations entered.

---

## Non-Global Update Association — UASC

A Non-Global Association is a one-time association to an account, cost center or mnemonic. Once a Non-Global Association is created or added, you can use the UASC function to update these associations **before** the nightly association is done.

At **NEXT FUNCTION**, type **UASC** (Maintain Structure Associations) and press **Enter**.

```

ARE YOU PLANNING TO: (SELECT ONE)

PF5 - NON-GLOBAL ADD ASSOCIATION
① PF6 - NON-GLOBAL UPDATE ASSOCIATION
PF7 - NON-GLOBAL INQUIRY ASSOCIATION

PF10 - GLOBAL ADD ASSOCIATION
PF11 - GLOBAL UPDATE ASSOCIATION
PF12 - GLOBAL INQUIRY ASSOCIATION

```

1. Press **PF6** to update a non-global association.

```

04/29/96
14:35:54.1

IBIS FINANCIAL SYSTEM
NON-GLOBAL UPDATE ASSOCIATIONS

UASC
MLP3

CREATOR STRUCTURE
ID ID ACCOUNT OR COST CENTER OR COST CENTER/ ACTIVITY OR MNEMONIC
=====
NLP3 STR 2 01 - 042 - 44 UP 100 10
NLP3 STR 1 01 - 042 - 45 UP 100 10
NLP3 STR 1 - - - - - BUSTEST
NLP3 STR 1 - - - - - BUS 1
NLP3 STR 1 - - - - - BUS2
NLP3 STR 1 - - - - - BUS3
=====

FISCAL YEAR: 95 / 96 ①
NEXT FUNCTION: _____ (MENU, KEYS, END)
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10--PF11--PF12---
HELP MENU CMPS END TITL CCTR BACK FWRD RTRN CNCL PRNT PROC

```

1. At **Fiscal Year**, enter the fiscal year of the associations you would like to update and press **Enter**.

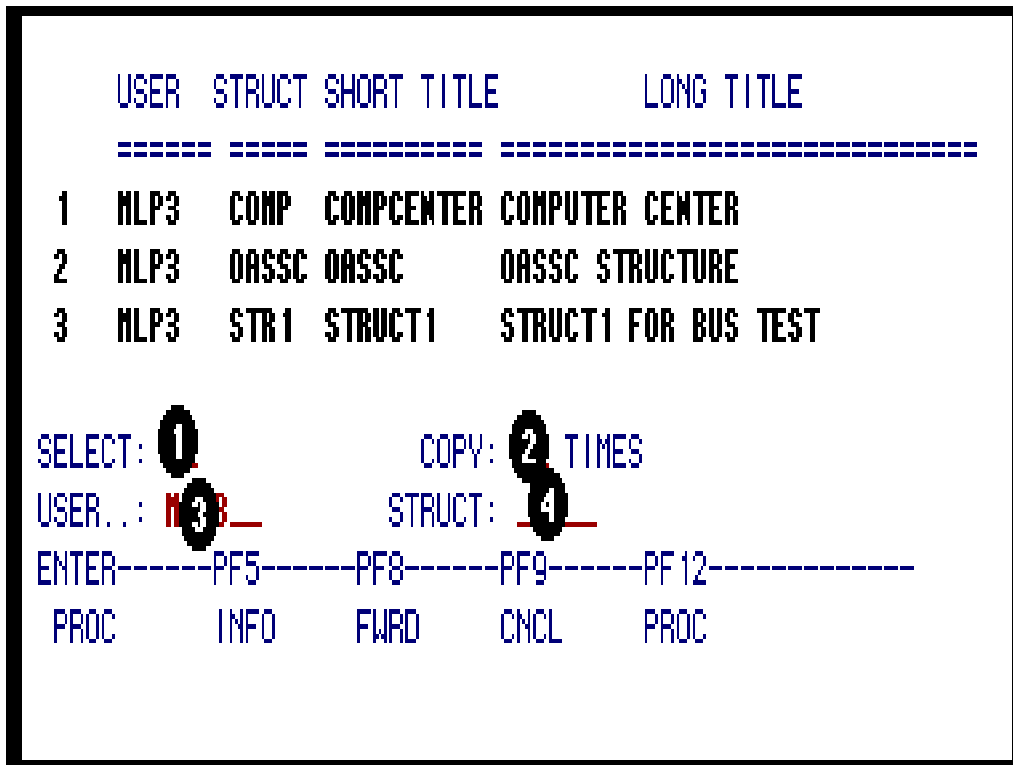
The association for that fiscal year will appear and can be modified.

2. Press **PF1** while the cursor is on the **Structure ID** field if you want to change the ID.

**> Note:**

You must press **PF1** whenever you want to change any structure IDs. If you simply type the structure name, the system won't recognize it.

**Using PF1 at Structure ID**



This pick list help screen will view all the structures you have created and you can also select other non-confidential structures created by other individuals.

1. At **Select**, enter the number indicated next to the structure you want to associate.
2. At **Copy/Times**, enter the number of times you want this structure copied to the screen to associate. If this field is left blank, it will automatically default to one.
3. At **User**, enter the user ID of the individual who you would like to view their structures.

**> Note:**

Press **Enter** to get the list of structures.

4. At **Struct**, enter the structure name to bring up that specific structure.

**> Note:**

A userID must be entered in the **USER** field.

Press **Enter** to bring up the specific structure entered.

**Once the structure is selected, press PF12 to process your request onto the Non-Global Update screen.**

## Other Functions



Press **PF5** to get an explanation of the fields on the help pick list.

Press **PF8** to page forward through the list of structures.

Press **PF9** to cancel the help pick list and return to the **Non-Global Update** screen.

CREATOR		STRUCTURE		ACCOUNT		OR		COST CENTER		OR		COST CENTER/ACTIVITY		OR		MNEMONIC	
ID	ID																
NLP3	STR 1	01	042	44	3	UP	100	10									
NLP3	STR 1	01	042	45		UP	100	10									
NLP3	STR 1								BUSTEST	4							5
NLP3	STR 1								BUS 1								
NLP3	STR 1								BUS 2								
NLP3	STR 1								BUS 3								

FISCAL YEAR: 95 / 96  
NEXT FUNCTION: \_\_\_\_\_ (MENU, KEYS, END)  
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---  
HELP MENU CMPS END TITL CCTR BACK FWRD RTRN CNCL PRNT PROC

3. The **Account**, previously entered when you added the non-global association will appear and can be modified.

**> Note:**

Press **PF1** to get a list of all the current accounts that exist.

-- or --

4. The **Cost Center**, previously entered when you added the non-global association will appear and can be modified.

**> Note:**

Press **PF1** to get a list of all of the Cost Centers.

-- or --

5. The **Mnemonic**, previously entered when you added the non-global association will appear and can be modified. **Entering anything into this field will cause you to associate this structure to every account in your mnemonic!**

**> Note:**

Press **PF1** to get a list of all the current mnemonics.

**Press PF12 to update the non-global associations.**

## Other Functions

Press **PF5** to receive title information.

Press **PF9** to return to the UASC screen.

Press **PF10** to cancel any information entered.

Press **PF11** to print the structure associations entered.

---

## Non-Global Inquiry Association — UASC

A Non-Global Association is a one-time association to an account, cost center or mnemonic. Once a Non-Global Association is created or added, you can use the UASC function to inquire these associations **before** the nightly association is completed.

At **NEXT FUNCTION**, type **UASC** (Maintain Structure Associations) and press **Enter**.

```
ARE YOU PLANNING TO: (SELECT ONE)

PF5 - NON-GLOBAL ADD      ASSOCIATION
PF6 - NON-GLOBAL UPDATE  ASSOCIATION
① PF7 - NON-GLOBAL INQUIRY ASSOCIATION

PF10 - GLOBAL ADD        ASSOCIATION
PF11 - GLOBAL UPDATE    ASSOCIATION
PF12 - GLOBAL INQUIRY   ASSOCIATION
```

1. Press **PF7** to inquire a non-global association. Once the nightly batch is processed, you can use **ISTR** function to view the structures that are associated.

PLACE CURSOR ON LINE AND PRESS PF5 TO VIEW TITLES									
04/29/96		IBIS FINANCIAL SYSTEM					UASC		
14:50:17.4		INQUIRE NON-GLOBAL ASSOCIATIONS					MLP3		
CREATOR	STRUCTURE	ACCOUNT				COST	COST CENTER/		
ID	ID					OR CENTER	OR ACTIVITY	OR	MNEMONIC
① - HLP3	STR1	01	-042	-44	UP	100	10		
- HLP3	STR1	01	-042	-45	UP	100	10		
- HLP3	STR1							BUSTEST	
- HLP3	STR1							BUS1	
- HLP3	STR1							BUS2	
- HLP3	STR1							BUS3	

FISCAL YEAR: 95 / 96

NEXT FUNCTION: \_\_\_\_\_ (MENU, KEYS, END)

Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---

HELP MENU CMPS END TITL . BACK FWRD RTRN . PRNT .

1. Place the cursor on the line of the Structure and press **PF5** to view the Structure title information including the begin and end date. (Pictured below).

Press **PF9** to return to the UASC screen.

Press **PF11** to print the inquiry screen.

TITLES FOR LINE: 1			
SHORT TITLE	LONG TITLE	BEGIN DATE	END DATE
STRUCT1	STRUCT1 FOR BUS TEST	01 / 01 / 1980	12 / 31 / 2099
PRESS ENTER TO EXIT			

## Global Add Association — UASC

Global Association is an on-going association of a structure with a type of account in a given administrative area based on the budget number, fund number, fund type, agency code or mnemonic.

At **NEXT FUNCTION**, type **UASC** (Maintain Structure Associations) and press **Enter**.

```
ARE YOU PLANNING TO:  <SELECT ONE>

PF5  - NON-GLOBAL ADD      ASSOCIATION
PF6  - NON-GLOBAL UPDATE  ASSOCIATION
PF7  - NON-GLOBAL INQUIRY ASSOCIATION

❶ PF10 - GLOBAL ADD      ASSOCIATION
PF11 - GLOBAL UPDATE     ASSOCIATION
PF12 - GLOBAL INQUIRY    ASSOCIATION
```

1. Press **PF10** to add a global association.

Global Association is accomplished in the same steps as a non-global association. See the [non-global add association](#) instructions for more information on adding an association.

---

## Global Update Association — UASC

Global Association is an on-going association of a structure with a type of account in a given administrative area based on the budget number, fund number, fund type, agency code or mnemonic.

At **NEXT FUNCTION**, type **UASC** (Maintain Structure Associations) and press **Enter**.

```
ARE YOU PLANNING TO:  <SELECT ONE>

PF5  - NON-GLOBAL ADD      ASSOCIATION
PF6  - NON-GLOBAL UPDATE  ASSOCIATION
PF7  - NON-GLOBAL INQUIRY ASSOCIATION

❶ PF10 - GLOBAL ADD      ASSOCIATION
PF11 - GLOBAL UPDATE     ASSOCIATION
PF12 - GLOBAL INQUIRY    ASSOCIATION
```

1. Press **PF11** to update a global association.

Updating a global association is accomplished in the same steps as a non-global association. See the [non-global update association](#) instructions for more information on updating an association.

---

## Global Inquiry Association — UASC

Global Association is an on-going association of a structure with a type of account in a given administrative area based on the budget number, fund number, fund type, agency code or mnemonic.

Once a Global Association is created or added, you can use the UASC function to inquire these associations **after** the nightly association is completed.

At **NEXT FUNCTION**, type **UASC** (Maintain Structure Associations) and press **Enter**.

```
ARE YOU PLANNING TO: <SELECT ONE>

PF5 - NON-GLOBAL ADD      ASSOCIATION
PF6 - NON-GLOBAL UPDATE  ASSOCIATION
PF7 - NON-GLOBAL INQUIRY ASSOCIATION

PF10 - GLOBAL ADD        ASSOCIATION
PF11 - GLOBAL UPDATE    ASSOCIATION
1 PF12 - GLOBAL INQUIRY ASSOCIATION
```

1. Press **PF12** to inquire a global association once the nightly association is completed.

```
04/30/96                                IBIS FINANCIAL SYSTEM                                UASC
13:39:02.6                              INQUIRE GLOBAL ASSOCIATIONS                          MLP3

CREATOR STRUCTURE                        --FUND RANGE--  FUND
  ID      ID  ADMN                        -FUND1 FUND2-  TYPE      AGCY  MNEMONIC
=====  =====  =====  =====
MLP3    COMP    046    01 -042 -44 UP    100 10    10020

FISCAL YEAR: 95 / 96
NEXT FUNCTION: _____ <MENU,KEYS,END>
Enter-PF1---PF2---PF3---PF4---PF5---PF6---PF7---PF8---PF9---PF10---PF11---PF12---
      HELP MENU CMPS END . . . BACK FWRD RTN . . . PRNT .
```

Press **PF9** to return to the UASC screen.

Press **PF11** to print the inquiry screen.