

Accounting Universe Getting Started Manual



The purpose of this manual is to provide basic information about the reporting tool used by the courts to access their accounting data in a structure known as a “universe”. The business intelligence reporting tool used at AOC is from Business Objects and is known as BOXI. BOXI is an acronym for Business Objects version 11.

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Purpose and Assumptions

The **purpose** of this manual is to provide a high level understanding of the accounting data so customers can use the accounting universe to write queries using the structures provided in the reporting tool. The Judicial Information System (JIS) Accounting Sub-system (JASS) is complex and therefore accessing the data with a query tool will be equally complex. In order to begin using the data, several key concepts must be understood so information can be obtained correctly. The goal of this manual is three-fold:

1. Recipients of this manual should be able to use the information in the accounting universe to gain knowledge so it is usable to a business customer with JASS or accounting knowledge;
2. Recipients of this manual should be aware of how to contact the Administrative Office of the Courts (AOC) to request changes to the accounting universe and/or the statewide accounting folder in the reporting tool; and
3. Recipients of this manual should be aware of how to contact others in the accounting community to share knowledge and queries that prove to be a benefit to their court and jurisdiction.

The following **assumptions** were made in preparing this manual:

1. “Recipients” as used in this manual refer to financial staff and managers in superior courts and courts of limited jurisdiction (CLJ) and departments within the AOC. These are the intended customers of the accounting or financial data.
2. The recipients of this manual know how to write queries using BOXI.
3. The recipients of this manual have been exposed to the statewide accounting queries located in the BOXI Accounting Folder.
4. The recipients of this manual have been given access to BOXI and the accounting universe (i.e., Accounting Prod). If this access has not been given, contact your JIS Site Coordinator so an eService incident can be created requesting access to the accounting data. Generally, superior court, CLJ, and AOC customers automatically receive access to the Accounting Prod Universe when they request BOXI access.
5. The accounting data is refreshed nightly. This means the data in BOXI is “current” up to the prior day. There is no “real-time” or “up-to-date” access to the accounting data.
6. The security for the data in the accounting universe is based on the access rights a recipient has in JIS. This means cross-court, case-type, and sealed-case security rules applied in JIS will be applied to the recipient using the financial data.

Universe Organization

BOXI is organized to use folders and universes. A folder is a way to organize similar information (called objects) and those folders can be further separated into smaller categories called sub-folders. Folders, sub-folders, and objects are organized in a data structure called a “Universe” which is like a folder in that it groups information for a business area. CLJ for example, has a universe called “Courts of Limited Jurisdiction Prod”. This universe has information related to district and municipal courts and the “object” names and definitions are defined using the terms familiar to the business area. The “Accounting Prod” universe is used by superior court and CLJ so the folders, sub-folders, and objects were defined in a way so both jurisdictions understand the use of the “object”.

A universe has five icons used in BOXI:

BOXI Icon	BOXI Icon Definition and Use
 Revenue Information	Folders contain objects and query filters for related information. When an icon is preceded by a plus sign (“+”), more information is available.
 Revenue Remit Report Account Number Revenue Remit Hold Reason Code Revenue Remit Hold Reason	Dimension objects represent text data. <u>Arithmetic calculations cannot be performed on dimensions.</u> For example, “Revenue Remit Hold Reason Code” object may have a specific value “CH” and “Revenue Remit Hold Reason” object may have a value “Case on Hold”. When used in a formula in BOXI, “Revenue Remit Hold Reason Code + ‘ – ’ + Revenue Remit Hold Reason” the result would be “CH - Case on Hold”.
 Revenue Transaction Count Revenue Paid Amount <i>*Note: If a query does not include a Measure, BOXI will prompt for a “Context.” A “Context” defines the area of interest for the query (e.g., Revenue, Receipting).</i>	Measure objects represent numeric data. <u>Arithmetic calculations can only be performed on measures.</u> For example, “Revenue Remit Hold Reason” object may have a specific value “Case on Hold” and “Revenue Paid Amount” object may have a specific value “34,445.65” when placed together in the formula, “Revenue Remit Hold Reason + ‘: ’ + Revenue Paid Amount” the result would be “Case on Hold: 34,445.65”. However if a total of all Revenue Paid Amount is needed, using the formula “Sum(Revenue Paid Amount)”, would result in the total amount for all reported revenue paid amounts. *Every report should include at least one Measure.
 Payee Case Party Sequence Number Payee Address Payee Address 1 Payee Address 2 Payee Address Location	Detail Item objects represent a lower level of detail for a dimension or measure object. The individual pieces of data (i.e., detail item) or the parent object can be used as a query filter or included in the query results. When an object (or folder) is preceded by a minus sign (“-”), the parent object and the details associated to the parent information are displayed.
 Court Code - Prompt My Court Code - Filter	Query Filters are the associated value(s) and pre-defined rules used to limit or restrict the data in a query. AOC has naming standards in BOXI to classify Query Filters into two categories: prompts and filters. “Prompts” are values that can be changed when a query is executed while “Filters” are values that cannot be changed when a query is executed because the value(s) was predefined when the Query Filter object was created. “My Court Code – Filter” defaults to the person signed-on court code. AOC would not use this filter as they are not associated to a court.

Assignment 1 – Ensure the data dictionary is understood

As part of your review, ensure the folder and object names and definitions are understandable. Are the objects locatable in the folders?

Items in the Data Dictionary, Tab 1 in Accounting Universe Objects.xlsx located in the BOXI Accounting Folder, should be reviewed prior to using the Accounting Universe. Some design standards used by AOC are as follows:

1. The object name has the folder name preceding the use of data item (e.g., “Accounting APC Posting Date” is found in the Accounting Information Folder).
2. The objects are *generally* in a consistent order: alphabetized dimensions followed by measures or most used dimensions, then alphabetized dimensions followed by alphabetized measures.
3. The object definition should clarify how an object is used and in some cases when one object is used as opposed to another object.

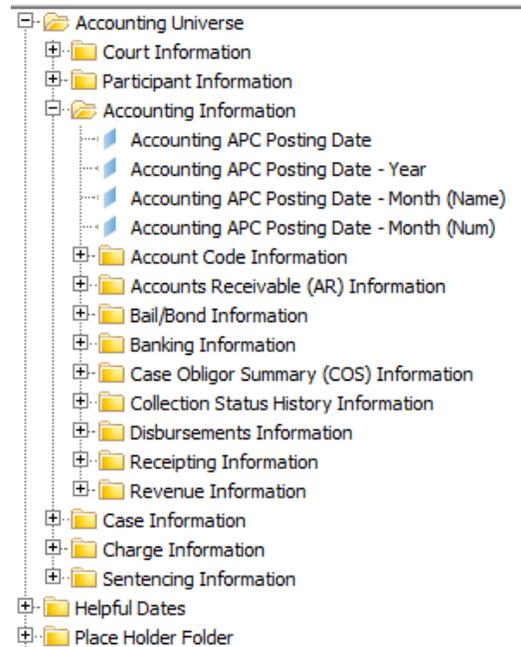


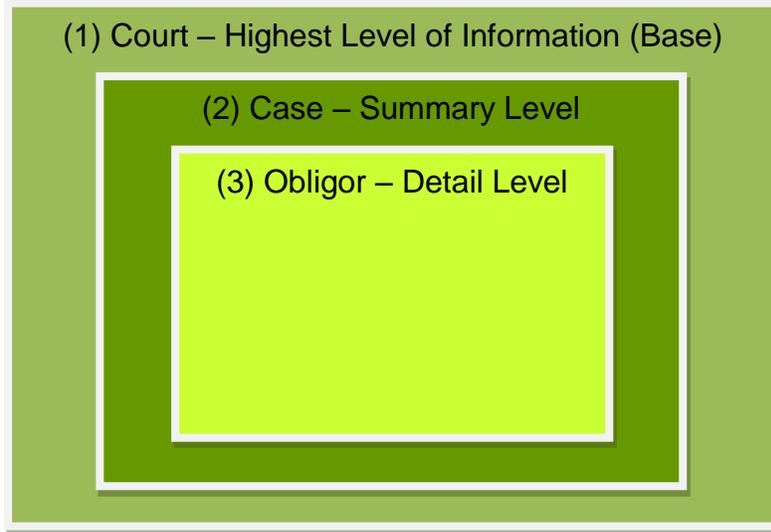
Figure 1 is the BOXI high level folders for the Accounting Prod Universe.

Figure 1

The Data

In order to use the accounting universe, the relationships between the accounting data (represented by the shades of green in the figure below) must be understood. Besides the data found in the Accounting Information Folder, there are three groupings of related information: (1) court; (2) case (includes case, charge, and sentence, but the objects are in separate folders); and (3) obligor (includes case and obligor data together). These three groupings will help define how to build queries and help determine if the results of these queries are as expected. The following depicts these three groupings with the highest level of detail at the base (i.e., Court) and lowest levels of detail (i.e., Obligor) embedded within.

Figure A



What does this mean? If a query is written using base level information, that is court level information, results can be filtered for the case and case/obligor levels. However, within the base level information there is accounting information not related to case or obligor so using this information together will result in unexpected (incorrect) query results. Revenue Information, for example, is court-based information and is not related to cases or obligors.

In the example below, a court requests revenue and accounts receivable (AR) paid information for a specified revenue remit month:

Query:



Query Results:

Revenue Paid Amount	\$88,045.80
AR Paid Amount	\$1,363,551.00

Query Results Explanation:

The **Query Filters** area of the query has a month and year restriction for the revenue remit month and year so the “Revenue Paid Amount” object in the **Result Object** area of the query is restricted for the court in the specified time period. However, revenue is not related to ARs so “AR Paid Amount”, the second total in the **Query Results**, is not restricted by month and year. The court restriction however is related to ARs so “AR Paid Amount” is a court specific amount.

Understanding how the three groupings of data (i.e., Court, Case, and Obligor) are related in the accounting universe will help bring clarity to the query results.

“Areas of interest” are related to Measures in BOXI. The following diagram depicts the three data groupings with the accounting areas of interest (aka “Context” in BOXI):

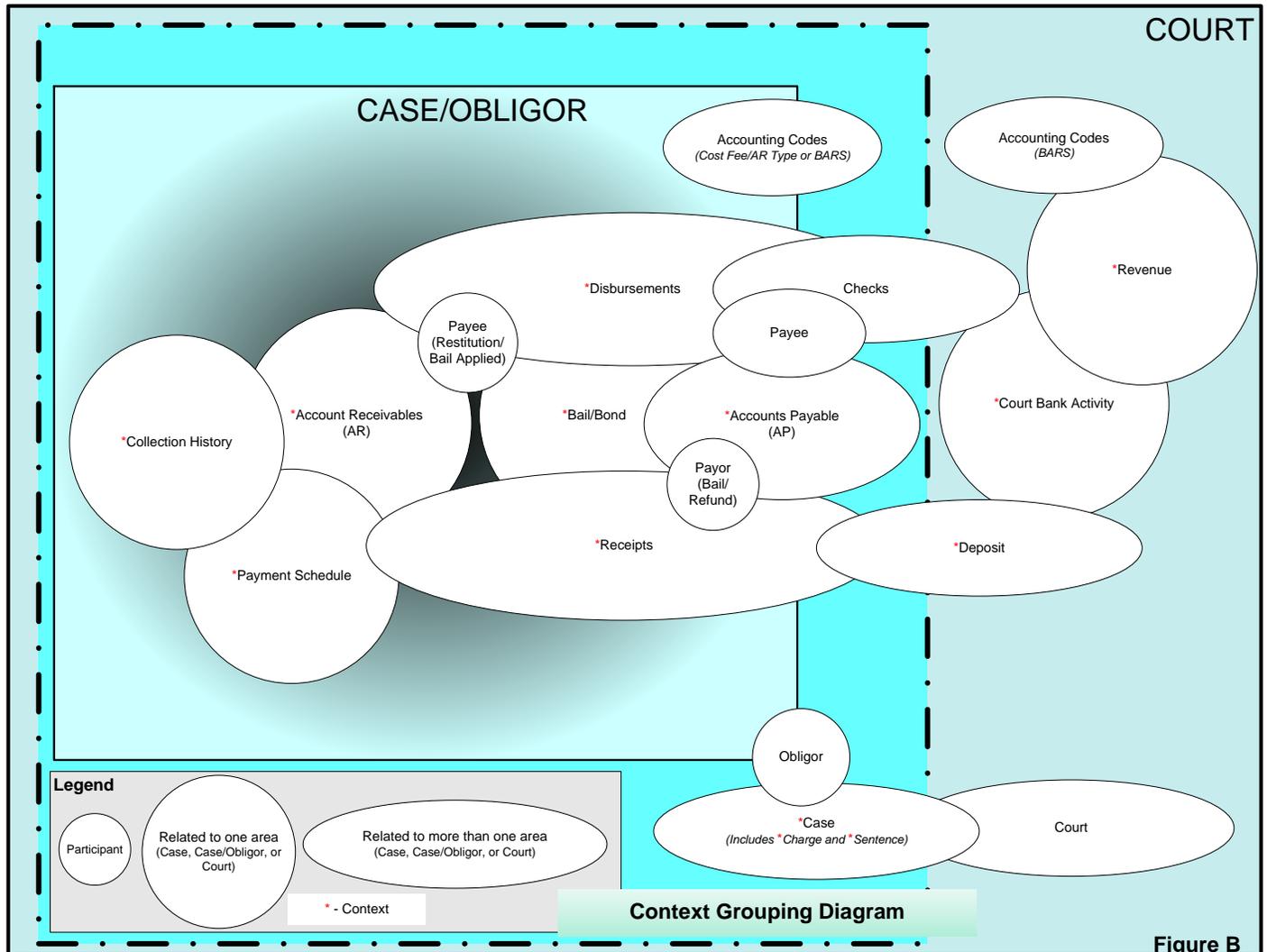


Figure B

Court Related Accounting Data

The highest level of information is by court. All data groupings (i.e., case and case/obligor) have a relationship to courts and accounting data. **Figure 2** shows the objects in the Court Information sub-folder in the “Accounting Universe Folder”. The Accounting Data Dictionary is located in the BOXI Accounting Folder in an Excel spreadsheet named “Account Universe Objects” (refer to Tab 1).

Information related **only** to the court group:

- Revenue (see sub-folder Accounting>Revenue); and
- Court Bank Activity (see sub-folder Accounting>Banking>Check).

Information in the court group, but used by the other groups and accounting data are:

- BARS (see sub-folder Accounting>Accounting Codes);
- Checks (see sub-folder Accounting>Banking>Check Register>Check);
- Deposits (see sub-folder Accounting>Banking>Check Register); and
- “Case”, which includes Case, Charge and Sentencing Information sub-folders (see the appropriate sub-folder in the Accounting Folder).

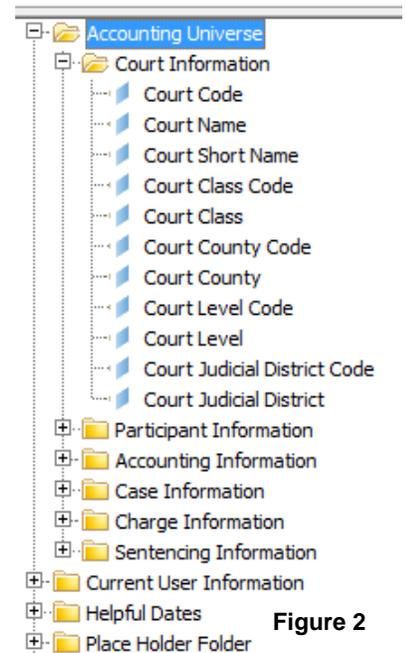


Figure 2

Assignment 2 – Write a query using Court related data for your court.

Case Related Accounting Data

The next level of accounting data is for case. All data groupings (i.e., court and case/obligor) have a relationship to case. **Figure 3** shows the objects in the case sub-folders. Please note, “Case” (or case) as used in this document includes Case, Charge, and Sentencing sub-folders. Accounting data associated to Charge and Sentence data is limited by the obligations associated to them so query results may not be as expected as multiple contexts may be used.

Information related to the case group differs from the court group in that some data can be obtained for a case, but not a case/obligor. Monies held in trust (i.e., Account Payables) for a case, for example, may be related to a payee on a case, but not an obligor. If case/obligor detail data is requested in a query, the results may only show some payees since not all payees are related to obligor data.

Information which may **only** be in case group (but not obligor) include:

- Checks (see sub-folder Accounting>Banking>Check Register>Check);
- Payee (see sub-folder Participant>Payee);
- Accounts Payable (see sub-folder Accounting>Disbursements>Accounts Payable (AP));
- Receipts (see sub-folder Accounting>Recepting); and
- Deposits (see sub-folder Accounting>Banking>Check Register).

Information in the case group, but used by the other groups and accounting data are:

- BARS (see sub-folder Accounting>Accounting Codes);
- Checks (see sub-folder Accounting>Banking>Check Register>Check);
- Deposits (see sub-folder Accounting>Banking>Check Register); and
- Case, this includes Charge and Sentencing Information sub-folders.

Assignment 3 – Write a query to get all Case Obligations for your court.

Obligor Related Accounting Data

The next level of accounting data is for obligor. All data groupings (i.e., court and case) have a relationship to obligors. **Figure 3** shows the objects in the Participant sub-folder and within the sub-folder there is information related to Obligor, Payee, or Payor.

Information related to the obligor group is the lowest grouping of accounting data.

Figure 4 shows the objects in the “Obligor” sub-folder. The “Obligor Identity” sub-sub-folder has personal identifiers and contact information.

Assignment 4 – Write a query to retrieve receipts for Obligors for your court.

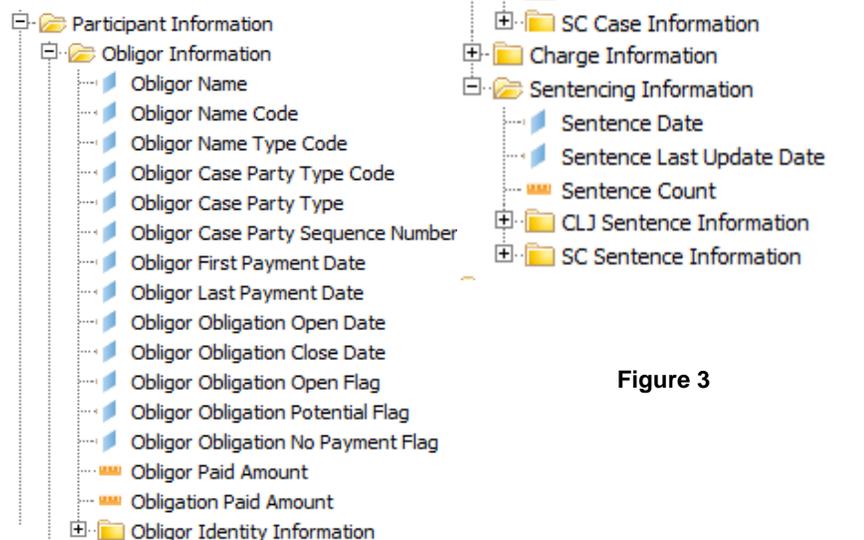


Figure 3

Figure 4

Measures and Folders

Data for the related areas information is found in multiple folders in BOXI. In order to ensure query results are correct, it is important to understand the relationship “Measures” have to each other and the data returned in a query. BOXI uses the term “Context” to identify how measures will be accessed. Every “Context” represents the measures of interest in a query. If revenue data (i.e., measures of interest) is needed, it is important to know what data groupings and folders will be used to produce the correct results. In order to find the data being requested as Query Results, it is important to understand the folder structure and context.

In the section above, **Figure A** depicts the three groupings of data with “Court” as the highest level of data. In order to understand the relationship of groupings and the folders with information related to Revenue, **Figure A2** contains the folders with information pertaining to Court Revenue data.

The picture below depicts the folders where dimensions can be included in the Query Results (closed folders with detail objects or main folder which has sub-folders) and also the area of interest, Revenue Data (open folder so dimensions and measures are used).

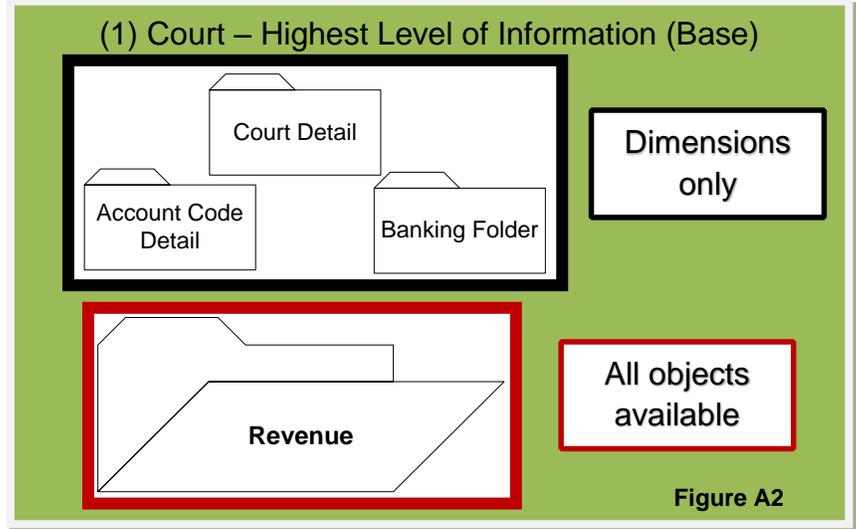


Figure B in the section above depicts the “Contexts” related to each group grouping. Removing areas not related to the Revenue data results in Figure 2B.

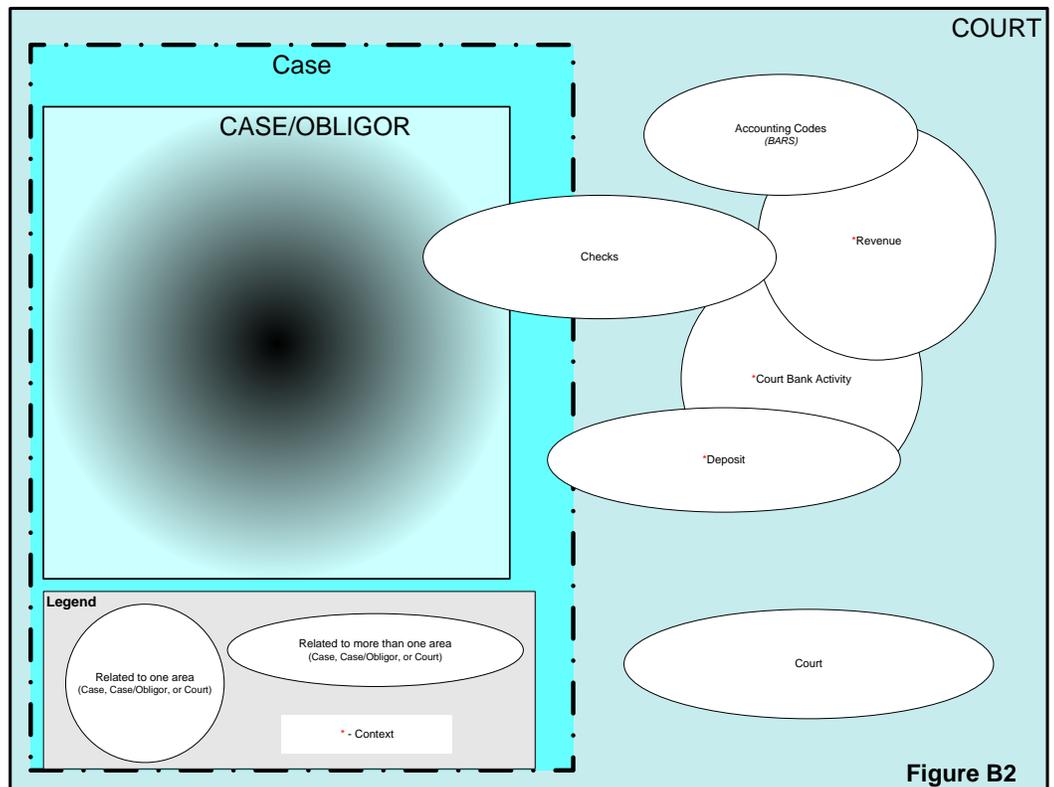
Figure B2 depicts the data available when the “Revenue Context” is the area of interest.

In **Figure B2** there are three contexts, identified with an asterisk (*):

- Revenue and
- Court Bank Activity (CBA)
- Deposit

Revenue and Court Bank Activity (CBA) are only related to the court grouping while Deposit is related to the Court and Case groupings.

The other data, a folder in BOXI, can be used with several contexts, but these would not be used as an area of interest.



The Context-Folder Cross Reference can be used to identify when a context (the row headers) is related to information in a folder (the column header). If there are dimension objects in a folder that can be used with a context it will be indicated by a check mark icon (✓) in the cell. If a cell has a cherry bomb icon (💣), this indicates the folder with the measure which had the tool use this context. **Figure C** below is a partial view of the relationship between folders and contexts. The items associated to Revenue Context are: Court Detail, Account Code Detail, Bank Account, Check Register, and Check (i.e., ✓) and Revenue Detail (i.e., 💣).

Context-Folder Cross Reference

Context/ Detail-Folder-Info	Folder		Accounting													Case				Charge		Sentencing																	
	Sub Folder	Crt Participant	Code	Accounts Receivable	B/B	Banking	Case Obligor Summary				Disbursements					CLJ Case	SC Case																						
				Accounting Detail	Account Code Detail	Account Receivable (AR) Detail	AR Status	AR Joint & Several	AR Interest	AR Journal Voucher	Bail/Bond (B/B) Detail	Bank Account	Check Register + (Check)	COS Detail	COS Collection Status	COS Obligation	Payment Schedule +(SC/CLJ)	Collection Status History Detail	Disbursement Detail	Accounts Payable (AP)	Unestablished Trust (UTR)	Receiving Detail	Revenue Detail	Case Detail	Case Obligation	CLJ Case Detail	Case Collections (Parking)	Civil Judgments	CLJ Vehicles	SC Case Detail	SC Judgment	Charge Detail	CLJ Charge	SC Charge	Sentencing Detail	CLJ Sentencing	SC Sentencing		
Revenue	✓																																						
Receiving	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	
Oblig Summary	✓	✓	✓	✓	✓	💣	✓																																

Figure C

If there are no overlapping data (i.e., no ✓ or 💣) in the folder (the horizontal cells) and Context (the vertical cells), the query results will be placed in different “Sections” of the report and multiple contexts used. A Section in BOXI is identified by a different box with the related data in one box and the incompatible data in another box. In the following query example, data is being requested for “Revenue” (measure taken from “Revenue Detail” folder) and “Oblig Summary” (measures taken from “Accounts Receivable (A/R) Detail” folder) Contexts.

Query:

Result Objects

Court Code
 BARS Account Code
 AR Type Code
 Revenue Paid Amount
 Revenue State Paid Amount
 AR Paid Amount

Query Filters

Query Partial Results:

Results filtered to display 3 BARS codes for a given court

In Figure D

- Section 1 has AR data and Section 2 has revenue data.
- Two sections were created in the report because AR Type Code is not related to the revenue data

In Figure E

Once the AR Type Code is removed from the report, the data can be displayed in one block or section because BARS Account Code is shared data.

Section 1		
BARS Account Cod	AR Type Code	AR Paid Amount
2131003	RTN	\$120,660.86
3413303	DPC	\$31,449.80
Section 2		
BARS Account Cod	Revenue Paid Amo	Revenue State Paid
2131003		
3412301	\$260.00	\$119.62
3413303	\$31,449.80	\$0.00

Figure D

BARS Account Cod	AR Paid Amount	Revenue Paid Amo
2131003	\$120,835.86	
3412301		\$260.00
3413303	\$31,449.80	\$31,449.80

Figure E

Please Note: Charge and Sentence data may be duplicated or included in a different block if the Charge and Sentence data is not related to obligations. Multiple contexts will be used in these instances. See blue check marks (✓) in Figure C.

It is important to know the data to receive the proper results. If there are overlapping objects, information can be selected from multiple contexts and the results will be reported in the same section (see Figure E above).

Assignment 5 – Write a query showing how much revenue was paid in your court. Include the revenue local paid amount, revenue state paid amount, and revenue paid amount?

If incompatible objects are selected for a report, three results may occur:

Result 1. Once the incompatible object is placed in the report (e.g., AR TYPE Code), unrelated data will be removed from the results (BARS “3412301” was removed from the sample below).

AR Type Code	BARS Account Cod	AR Paid Amount	Revenue Paid Amo
DPC	3413303	\$31,449.80	\$31,449.80
RTN	2131003	\$120,835.86	

Result 2. Some of the objects will be grayed-out so you cannot select the data for a given section of a report. In the sample below once “Sentence Type Code” is selected, “AR Type Code”, “BARS Account Code”, and “Check Register Status Code” is greyed-out because they are incompatible with Sentence data.

AR Type Code	BARS Account Cod	AR Paid Amount	Revenue Paid Amo
DPC	3413303	\$31,449.80	\$31,449.80
RTN	2131003	\$120,835.86	
	2131003		

Result 3. An error will be displayed when “Check Register Status Code” is placed in the section with sentencing data. Also notice “Sentence Fine Amount” and “Sentence Type Code” are greyed-out.

AR Type Code	BARS Account Cod	AR Paid Amount	Revenue Paid Amo
DPC	3413303	\$31,449.80	\$31,449.80
RTN	2131003	\$120,835.86	
	2131003		

Sentence Type Code

- AA
- AAO
- AAS
- AIM

Cannot drop here. Incompatible object

For a complete Context-Folder Cross Reference, refer to the Accounting Data Dictionary located in the BOX1 Accounting Folder in an Excel spreadsheet named “Account Universe Objects” (refer to Tab 2).

Answer to Assignment 5: Using the query on Page 9, remove the BARS Account Code, AR Types Code, and AR Paid Amount and then include Revenue Local Paid Amount.

Queries Examples with Answers

The dollar amounts will most likely be different than what is shown due to when the report was run.

Assignment 6 – Write a query showing how much money was received as credit card payment for a specific month range?

Special Note: If your court does not use credit card payments, use a payment mode of your choice.

Data to return from query: Court Name, Receipt Payment Mode Code, Receipt Payment Mode, Case Number (superior courts) or Case Number Formatted (CLJ), and Receipt Paid Amount.

Query:

The screenshot shows a query builder interface. Under "Result Objects", the following fields are selected: Court Name, Receipt Payment Mode, Receipt Payment Mode Code, Receipt Date, Case Number Formatted, and Receipt Paid Amount. Under "Query Filters", the filters are: Court Code - Prompt (with a dropdown arrow), Receipt Payment Mode Code Equal to CC, and Receipt Date Between 6/7/2013 and 7/7/2013.

Query Partial Results:

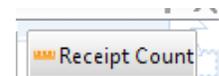
Case number partially removed below for security purposes

Receipt Payment M	Receipt Payment M	Receipt Date	Case Number Formatted	Receipt Paid Amount
Credit Card	CC	06/12/2013	2Z01555	\$40.00
Credit Card	CC	06/12/2013	2Z05986	\$20.00
Credit Card	CC	06/12/2013	2Z06387	\$25.00
Credit Card	CC	06/12/2013	2Z06972	\$25.00
Credit Card	CC	06/12/2013	2Z07114	\$50.00
Credit Card	CC	06/12/2013	3Z02757	\$550.00
Credit Card	CC	06/12/2013	3Z04341	\$171.00
Credit Card	CC	06/12/2013	C000604	\$100.00
Credit Card	CC	06/12/2013	10007041	\$124.00
Credit Card	CC	06/12/2013	2Z02445	\$50.00

Advanced variation: How would the query change to answer these questions?

1. How many credit card payments were receipted during the specified time period?

Answer: Add "Receipt Count" to query



2. How much money was receipted each day during the selected timeframe?

Answer: Remove "Case Number Formatted" from query or report results.

Receipt Payment M	Receipt Payment M	Receipt Date	Receipt Paid Amount
Credit Card	CC	06/12/2013	\$1,105.00
Credit Card	CC	06/19/2013	\$3,807.00
Credit Card	CC	06/26/2013	\$220.00
Credit Card	CC	07/03/2013	\$2,457.50

Assignment 7 – Write a query showing how much has been ordered, paid, and due for a specified AR Type(s) for a specific day?

The dollar amounts will most likely be different than what is shown due to when the report was run.

Special Note: None.

Data to return from query: Court Code, AR Type, AR Ordered Amount, AR Paid Amount, AR Due Amount, Case Number (superior courts) or Case Number Formatted (CLJ), and AR Open Date.

Query:

Result Objects

Court Code
 Case Number Formatted
 AR Due Amount
 AR Ordered Amount
 AR Paid Amount
 AR Open Date
 AR Type

Query Filters

Court Code - Prompt

And

AR Open Date Between

AR Type Code In list

Query Partial Results:

Case number partially removed below for security purposes

AR Type	Case Number Formatted	AR Ordered Amount	AR Paid Amount	AR Due Amount	AR Open Date
CSTS RCP'D MAND	11-1-005	\$60.61	\$0.00	\$60.61	10/28/2013
FINE-CRIMINAL	13-1-001	\$750.00	\$0.00	\$750.00	10/31/2013
FINE-CRIMINAL	13-1-003	\$2,000.00	\$0.00	\$2,000.00	10/31/2013
FINE-CRIMINAL	13-1-005	\$1,000.00	\$0.00	\$1,000.00	10/31/2013
FINE-CRIMINAL	13-1-006	\$500.00	\$0.00	\$500.00	10/31/2013
FINE-CRIMINAL	13-1-006	\$2,000.00	\$0.00	\$2,000.00	10/31/2013
FINE-CRIMINAL	13-1-006	\$1,000.00	\$0.00	\$1,000.00	10/31/2013
FINE-CRIMINAL	13-1-006	\$1,000.00	\$0.00	\$1,000.00	10/31/2013
FINE-CRIMINAL	13-1-006	\$650.00	\$0.00	\$650.00	10/31/2013

Queries to Figure Out

1. How many credit cards payments received for the month of January 2013 for S04 or CHD?
2. How much money assessed for cost fee code CFD was adjusted in 2012 for court KCD?
3. How much outstanding obligation does IN 269 66800 have?
4. For cost fee codes PRO and RCO receivables opened in 2012, what has been collected to date by BTM?
5. How many obligors have a payment schedule in my court by payment frequency and past due amount?

Contacting AOC and Peers

If there is a new report other courts may find useful or if there is additional information needed in an existing Data Warehouse, contact the Administrative Office of the Court (AOC).

New Report Request

Go to the [Statewide Data Query/Report Requests Web page](#) which is accessible on the AOC's Inside Courts Web site (Court Resources > Court Management > Statewide Data Query/Report Requests). That page contains links to the:

- Process overview. The Report Workgroup Process Flowchart sets out the complete process for both options
- Online Web form to request/publish a report to the statewide report folder.
- Inventory of published queries used by each court level.

There are two ways to request a report: (1) individual court user requests and (2) association requests. Individual court user requests begin with review and approval by the appropriate court level workgroup members. Association requests bypass the initial review and approval step.

Please note: *The Data Query/Report Request process is to be used to request reports from existing data in the Data Warehouse. Requests to solve a business problem, address an unmet need, or modify JIS applications must be submitted through the Information Technology Governance ([ITG](#)) process. Requests for new codes or modifications to existing codes must be submitted to the JIS Codes Committee through the [Code Request Form](#).*

New Data Request

Contact the Site Coordinator in your court and request an eService Ticket be created and sent to the eService Center at AOC. New dimensions, measures, or filters can be requested to any BOXI universe. New universe requests must be submitted through the Information Technology Governance ([ITG](#)) process.

Questions to Peers

There may be reports/queries other counties have done to meet a specific business need. Instead of re-creating the query, ask your peers for support using an AOC Listserv. For accounting question, contact AOC eService Center and request to be added to the accounting listserv.

Appendix

The following are the queries and the result from the “Queries to Figure Out” section

The dollar amounts will most likely be different than what is shown due to when the report was run.

1. How many credit cards payments received for the month of January 2013 for S04 or CHD?

Query:

Result Objects

Court Code
 Receipt Payment Mode Code
 Receipt Date
 Receipt Paid Amount

Query Filters

Court Code Equal to
Or CHD

And

Receipt Payment Mode Code Equal to

And

Receipt Date - Month (Num) Equal to

Receipt Date - Year Equal to

Query Result:

Court Code	Receipt Payment Mod	Receipt Date	Receipt Paid Amount
CHD	CC	01/02/2013	\$575.00
	CC	01/03/2013	\$1,134.00
	CC	01/04/2013	\$1,285.00
	CC	01/07/2013	\$575.00
	CC	01/08/2013	\$1,091.00
	CC	01/09/2013	\$1,534.00
	CC	01/10/2013	\$896.00
	CC	01/11/2013	\$145.00
	CC	01/14/2013	\$805.00
	CC	01/15/2013	\$3,484.00
	CC	01/16/2013	\$235.00
	CC	01/17/2013	\$841.00
	CC	01/18/2013	\$656.50
	CC	01/22/2013	\$384.36
	CC	01/23/2013	\$738.00
	CC	01/24/2013	\$944.00
	CC	01/25/2013	\$1,166.00
	CC	01/29/2013	\$1,167.00
	CC	01/30/2013	\$1,004.50
	CC	01/31/2013	\$832.89
CHD		Sum:	\$19,493.25

Court Code	Receipt Payment Mod	Receipt Date	Receipt Paid Amount
S04	CC	01/02/2013	\$812.05
	CC	01/03/2013	\$989.50
	CC	01/04/2013	\$819.87
	CC	01/07/2013	\$1,328.00
	CC	01/08/2013	\$1,219.52
	CC	01/09/2013	\$243.75
	CC	01/10/2013	\$230.00
	CC	01/11/2013	\$85.00
	CC	01/14/2013	\$358.00
	CC	01/15/2013	\$356.00
	CC	01/16/2013	\$311.00
	CC	01/17/2013	\$388.72
	CC	01/18/2013	\$686.18
	CC	01/22/2013	\$1,653.89
	CC	01/23/2013	\$770.00
	CC	01/24/2013	\$415.25
	CC	01/25/2013	\$580.00
	CC	01/28/2013	\$322.50
	CC	01/29/2013	\$310.00
	CC	01/30/2013	\$370.00
	CC	01/31/2013	\$629.50
S04		Sum:	\$12,878.73

2. How much money assessed for cost fee code CFD was adjusted in 2012 for court KCD?

Query:

Result Objects

Court Code AR Type Code AR Adjustment Amount

Query Filters

Court Code Equal to KCD

And AR Type Code Equal to CFD

AR Open Date Between 1/1/2012 And 12/31/2012

Query Result:

Example 2

Court Code	KCD
AR Type Code	CFD
AR Adjustment Amount	\$-4,006.23

3. How much outstanding obligation does IN 269 66800 have?

Query:

Result Objects

Obligor Name AR Type Code AR Ordered Amount AR Paid Amount AR Due Amount

Query Filters

Obligor Name Code Equal to IN 269 66800

Query Result:

Example 3

Obligor Name	AR Type Code	AR Ordered Amount	AR Paid Amount	AR Due Amount
PARMELEE, ALLAN WESLEY #793782	DNA	\$100.00	\$0.00	\$0.00
PARMELEE, ALLAN WESLEY #793782	FCM	\$50,000.00	\$0.00	\$0.00
PARMELEE, ALLAN WESLEY #793782	FIT	\$0.00	\$0.00	\$0.00
PARMELEE, ALLAN WESLEY #793782	FRC	\$220.00	\$0.00	\$0.00
PARMELEE, ALLAN WESLEY #793782	INT	\$0.00	\$0.00	\$0.00
PARMELEE, ALLAN WESLEY #793782	JFR	\$350.00	\$0.00	\$0.00
PARMELEE, ALLAN WESLEY #793782	JIS	\$38.00	\$0.00	\$0.00
PARMELEE, ALLAN WESLEY #793782	LAW	\$180.00	\$0.00	\$0.00
PARMELEE, ALLAN WESLEY #793782	MAN	\$88.42	\$0.00	\$0.00
PARMELEE, ALLAN WESLEY #793782	NSF	\$25.00	\$0.00	\$0.00
PARMELEE, ALLAN WESLEY #793782	PCV	\$1,000.00	\$0.00	\$0.00
PARMELEE, ALLAN WESLEY #793782	RCC	\$100.00	\$40.00	\$0.00
PARMELEE, ALLAN WESLEY #793782	RJI	\$0.00	\$0.00	\$0.00
PARMELEE, ALLAN WESLEY #793782	RJN	\$13,821.19	\$5,085.50	\$0.00
PARMELEE, ALLAN WESLEY #793782	RTI	\$0.00	\$0.00	\$0.00
PARMELEE, ALLAN WESLEY #793782	RTN	\$198,953.72	\$14,125.47	\$0.00
PARMELEE, ALLAN WESLEY #793782	SFR	\$3,196.43	\$0.00	\$0.00
PARMELEE, ALLAN WESLEY #793782	WFR	\$103.86	\$0.00	\$0.00
	Sum:	\$268,176.62	\$19,250.97	\$0.00

4. For cost fee codes PRO and RCO receivables opened in 2012, what has been collected to date by BTM?

Query:

Result Objects

AR Type Code AR Ordered Amount AR Paid Amount AR Due Amount

Query Filters

Court Code Equal to BTM

And AR Open Date Between 1/1/2012 And 12/31/2012

AR Type Code In list PRO;RCO

Query Result:

Example 4

AR Type Code	AR Ordered Amount	AR Paid Amount	AR Due Amount
PRO	\$20,535.00	\$9,978.33	\$9,856.67
RCO	\$40,132.50	\$27,006.67	\$10,203.33
Sum:	\$60,667.50	\$36,985.00	\$20,060.00

5. How many obligors have a payment schedule in my court by payment frequency and past due amount.

Query:

Result Objects

Payment Schedule Balance Amount COS Case Obligor Count Payment Schedule Frequency

Query Filters

Court Code - Prompt

And Payment Schedule Flag Equal to Y

Query Result:

Example 5

Payment Schedule Frequency	Lumpsum	Monthly
Payment Schedule Balance Amount	\$2.00	\$1,047,572.16
COS Case Obligor Count	1	2,101