

SECTION 8. REPORTS AND INQUIRIES FUNCTION

8.1 Reports and Inquiries Function.

a. Use the Reports and Inquiries function to review files and print reports. Reports and Inquiries contains two subfunctions:

- (1) Inquiries (para 8.2).
- (2) Reports (para 8.6).

b. To review the subfunctions in Reports and Inquiries, select Q from the TISA Command Menu (fig. 8.1-1).

```
TISA:  Stock  Financial  Maint  Query&Rpts  PhysInvy  Loc'n  BatchTISA  eXit
DATE:  04 APR 92          TROOP ISSUE SUBSISTENCE ACTIVITY COMMAND MENU          AJK-600

          OPTION CODE  RING MENU SELECTION OPTIONS
          S            STOCK ACCOUNTING
          F            FINANCIAL ACCOUNTING
          M            FILES MAINTENANCE
          Q            REPORTS AND INQUIRIES
          P            PHYSICAL INVENTORY
          L            STORAGE LOCATION
          B            TISA BATCH PROCESSES
          X            SIGN OFF TISA SUBSYSTEM
SELECT DESIRED PROCESS BY ENTERING APPROPRIATE RING MENU OPTION CODE:
```

Figure 8.1-1. TISA Command Menu Screen (AJK-600).

c. The Reports and Inquiries Command Menu (fig. 8.1-2) is displayed.

REPORTS AND INQUIRIES : A B R X		
Inquiries !		
DATE: 04 APR 92	REPORTS AND INQUIRIES COMMAND MENU	AJK-819
OPTION CODE	DESCRIPTION	
A	INQUIRIES	
B	REPORTS	
R	RETURN TO THE TISA COMMAND MENU	
X	EXIT FROM TISA PROCESSING	
ENTER THE DESIRED OPTION CODE THRU RING MENU SELECTION. OPTION CODE:		

Figure 8.1-2. Reports and Inquiries Command Menu Screen (AJK-819).

8.2 Inquiries Subfunction.

a. Use this subfunction to recall information from files that store data for other TISA transactions. Information you can recall includes: master item file data, customer data, and transaction register data. You can access these files any time during the month. This subfunction contains three processes and two exit options:

- (1) Transaction Register File Inquiries (para 8.3).
- (2) Master Item File Inquiries (para 8.4).
- (3) Customer Information File Inquiries (para 8.5).

AIS Manual 25-L37-AJK-ATT-EM-1
1 July 2001

b. To review the processes in Inquiries, select A from the Reports and Inquiries Command Menu. The Inquiries Menu (fig. 8.2-1) is displayed.

```
INQUIRIES :  A  B  C  R  X
Transaction Register File Inquiries!

DATE:  04 APR 92                INQUIRIES MENU                AJK-820

          OPTION CODE          DESCRIPTION

                A              TRANSACTION REGISTER FILE INQUIRIES

                B              MASTER ITEM FILE INQUIRIES

                C              CUSTOMER INFORMATION FILE INQUIRY

                R              RETURN TO THE REPORTS AND INQUIRIES COMMAND MENU

                X              EXIT FROM TISA PROCESSING

ENTER THE DESIRED OPTION CODE THRU RING MENU SELECTION.  OPTION CODE:
```

Figure 8.2-1. Inquiries Menu Screen (AJK-820).

8.3 Transaction Register File Inquiries Process. Use this process to check records on the Transaction Register File. The register contains specific transaction status for all NSNs, MCNs, and customers supported by the TISA.

8.3.1 Processing Restrictions. None.

8.3.2 Processing Materials. For more information, use the following materials:

- a. The Customer Information File Report (PCN AJK-CIF).
- b. The Master Item File Report (PCN AJK-MIF).
- c. The Daily Transaction Register Report (PCN AJK-6M1) or the Monthly Transaction Register Report (PCN AJK-6N1).

AIS Manual 25-L37-AJK-ATT-EM-1
1 July 2001

8.3.3 Transaction Register File Inquiry Screen AJK-840. To begin the Transaction Register File Inquiry process, select A from the Inquiries Menu. The Transaction Register File Inquiry Screen (fig. 8.3-1) is displayed. This is the data entry screen for all the remaining transaction register file inquiry screens. The combination of information you enter displays the inquiry screen you want to review. For example:

```
Select From:  (ISS), (ISA), (ISR), (RCT), (RQN), (TRI), (TRO), (TRN), (TRA),-
(TRR), (ROS), (SOC), (ADJ), (STA), (INV), (TOR), (TOA), (TIR), (TIA), OR [ALL] !
[
DATE:  [08 Sep 92]          TRANSACTION REGISTER FILE INQUIRY          AJK-840

      **ENTER THE REQUIRED DATA BELOW, (OR) DEPRESS THE <ENTER> KEY! **

NSN/MCN:                [ALL][---]

TRANSACTION DATE (OF) OR (FROM):      [01 Sep 92]
                                         dd mmm yy

TRANSACTION DATE (TO):                [04 Sep 92]
                                         dd mmm yy

CUSTOMER ID:                  [YDF006]

TRANSACTION CODE:            [ALL] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ]

      ** AFTER ENTERING DATA, DEPRESS THE <Esc> KEY TO CONTINUE PROCESSING **

Enter (ALL), (Or) A Specific Transaction code !
```

Figure 8.3-1. Transaction Register File Inquiry Screen (AJK-840).

- a. The cursor is positioned in the NSN/MCN field.
 - (1) Enter ALL for an inquiry on all NSN/MCN(s) and press [ENTER].

OR

 - (2) Press [ENTER] with no entry and the cursor moves to the next field so you can enter a specific NSN/MCN.
- b. When the NSN/MCN you enter is invalid, a message is displayed: **No Recent Business On This Subsistence Item!** Then, the Process Interrupt Ring Menu is displayed. See paragraph 8.3.4 for processing instructions.
- c. Enter the beginning transaction date (OF) or (FROM) in dd mmm yy format and press [ENTER].

AIS Manual 25-L37-AJK-ATT-EM-1
1 July 2001

- d. Enter the ending Transaction Date (TO) and press [ENTER].
- e. Enter a customer ID code or press [ENTER] and the cursor moves to the next field. When the customer you enter is invalid, a message is displayed: **No Recent Business On This Customer ID!** Then, the Process Interrupt Ring Menu is displayed. See paragraph 8.3.4 for processing instructions.
- f. Enter ALL in the first TRANSACTION CODE field for an inquiry on all transaction codes and press [ENTER]. A message is displayed: **Searching file for matching records. Please wait.**

OR

- g. Enter specific transaction codes for an inquiry and press [ENTER]. Transaction codes are displayed at the top of your screen. These codes are defined as follows:

- ISS - Issues
- ISA - Issue Adjustment
- ISR - Issue Reversal
- RCT - Receipts
- RQN - Requisitions
- TRI - Transfer from another TISA
- TRO - Transfer out to another TISA
- TRN - Turn-in
- TRA - Turn-in Adjustment
- TRR - Reversed Turn-in
- ROS - Report of Survey
- SOC - Statement of Charges
- ADJ - Balance on Hand (BOH) Adjustment
- STA - Status of Requisitions
- INV - Inventory
- TOR - Reversed Transfer Out

AIS Manual 25-L37-AJK-ATT-EM-1
1 July 2001

TOA - Transfer Out Adjustment

TIR - Reversed Transfer In

TIA - Transfer In Adjustment

h. To interrupt processing, press [DELETE]. The Process Interrupt Ring Menu is displayed. See paragraph 8.3.4 for processing instructions.

i. When you finish your entries, press [ESC].

(1) The system reads the Transaction Register File and counts the number of records on file that match the information you enter. When there are no matching records, a Negative Report (PCN AJK-5A1) is printed.

(2) The number of records selected for your inquiry is displayed at the top of the Transaction Register File Inquiry Record Count Screen (fig. 8.3-2). This screen gives you the following options:

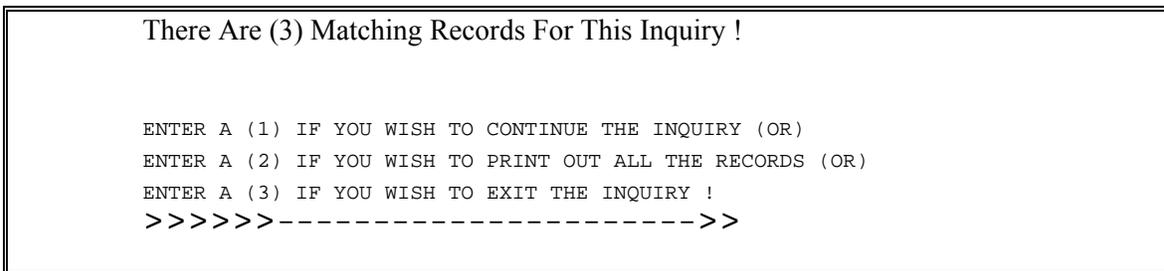


Figure 8.3-2. Transaction Register File Inquiry Record Count Screen (Example).

(a) Enter 1 to continue the inquiry.

(b) Enter 2 to print all the transaction records, and the following message is displayed: **Printed Copy of Transaction Register File Inquiry is Being Printed.** Then, the Inquiries Menu is displayed.

(c) Enter 3 and the following message is displayed: **Exiting Transaction Register File Inquiry Process.** Then, the Inquiries Menu is displayed.

(3) Press [ENTER] after you make a selection.

**AIS Manual 25-L37-AJK-ATT-EM-1
1 July 2001**

j. Depending on the combination of inquiry data you enter on the Transaction Register File Inquiry Screen AJK-840, any of the following 12 screens can be displayed for review. The following inquiry combinations (fig. 8.3-3/8.3-4) display the necessary data to enter for each screen you choose.

INQUIRY COMBINATIONS						
NSN/MCN	TRANS DATE (OF) OR (FROM)	TRANS DATE (TO)	CUST ID	TRANS CODE	DISPLAYS SCREEN #	PRINTS
ALL NSN(s)	DATE		CUST ID	ALL CODES	AJK-841	PCN AJK-5A1
ALL NSN(s)	DATE			ALL CODES	AJK-842	PCN AJK-5A1
ALL NSN(s)	DATE	DATE	CUST ID	ALL CODES	AJK-843	PCN AJK-5A1
ALL NSN(s)	DATE	DATE		ALL CODES	AJK-844	PCN AJK-5A1
ALL NSN(s)			CUST ID	ALL CODES	AJK-845	PCN AJK-5A1
ALL NSN(s)				ALL CODES	AJK-846	PCN AJK-5A1
SPECIFIC NSN	DATE		CUST ID	ALL CODES	AJK-847	PCN AJK-5A1
SPECIFIC NSN	DATE			ALL CODES	AJK-848	PCN AJK-5A1
SPECIFIC NSN	DATE	DATE	CUST ID	ALL CODES	AJK-849	PCN AJK-5A1
SPECIFIC NSN	DATE	DATE		ALL CODES	AJK-850	PCN AJK-5A1
SPECIFIC NSN			CUST ID	ALL CODES	AJK-851	PCN AJK-5A1
SPECIFIC NSN				ALL CODES	AJK-852	PCN AJK-5A1
ALL NSN(s)	DATE		CUST ID	SPECIFIC CODES	AJK-841	PCN AJK-5A1
ALL NSN(s)	DATE			SPECIFIC CODES	AJK-842	PCN AJK-5A1
ALL NSN(s)	DATE	DATE	CUST ID	SPECIFIC CODES	AJK-843	PCN AJK-5A1
ALL NSN(s)	DATE	DATE		SPECIFIC CODES	AJK-844	PCN AJK-5A1
ALL NSN(s)			CUST ID	SPECIFIC CODES	AJK-845	PCN AJK-5A1

Figure 8.3-3. Transaction Inquiry Combinations.

AIS Manual 25-L37-AJK-ATT-EM-1
1 July 2001

INQUIRY COMBINATIONS (CONTINUED)						
NSN/MCN	TRANS DATE (OF) OR (FROM)	TRANS DATE (TO)	CUST ID	TRANS CODE	DISPLAYS SCREEN #	PRINTS
ALL NSN(s)	DATE			SPECIFIC CODES	AJK-846	PCN AJK-5A1
SPECIFIC NSN	DATE		CUST ID	SPECIFIC CODES	AJK-847	PCN AJK-5A1
SPECIFIC NSN	DATE			SPECIFIC CODES	AJK-848	PCN AJK-5A1
SPECIFIC NSN	DATE	DATE	CUST ID	SPECIFIC CODES	AJK-849	PCN AJK-5A1
SPECIFIC NSN	DATE	DATE		SPECIFIC CODES	AJK-850	PCN AJK-5A1
SPECIFIC NSN			CUST ID	SPECIFIC CODES	AJK-851	PCN AJK-5A1
SPECIFIC NSN				SPECIFIC CODES	AJK-852	PCN AJK-5A1

Figure 8.3-4. Transaction Inquiry Combinations (Continued).

- k. You can review information on the Inquiry Screens (fig. 8.3-6 thru 8.3-17) by using the following keys:
- l. Use the [ENTER] key to scroll through the block of information.
 - m. Use the [F3], [F4], or ARROW keys to page forward or back.
 - (1) To exit from any screen inquiry, enter X in the OPTION field.
 - (2) To print a copy of the information, enter P in the OPTION field.
 - (3) When you enter P, the Transaction Register File Inquiry Report (PCN AJK-5A1) is printed. Then, the Inquiries Menu is displayed.
 - (4) When you enter X, the Inquiries Menu is displayed.

AIS Manual 25-L37-AJK-ATT-EM-1
1 July 2001

8.3.4 Process Interrupt Ring Menu. Use this ring menu (fig. 8.3-5) to continue processing, start over, return to the Reports and Inquiries Command Menu, or exit processing.

PROCESS INTERRUPT: Continue Start Over Discard & Return eXit Ignore interrupt and continue normal processing on this screen
--

Figure 8.3-5. Process Interrupt Ring Menu.

- a. Select Continue and you can continue processing your inquiry.
- b. Select Start Over and the Inquiries Menu is displayed.
- c. Select Discard & Return and the Reports and Inquiries Command Menu is displayed.
- d. Select eXit and the system login screen is displayed.

8.3.5 Transaction Register File Inquiry Screen AJK-841. Use this screen (fig. 8.3-6) to review transactions on the Transaction Register File for all NSN/MCN(s), a specific transaction date, a specific customer ID code, and all transaction codes.

AIS Manual 25-L37-AJK-ATT-EM-1
1 July 2001

a. This screen displays the customer ID code, transaction date, NSN/MCN, item name, type of transaction, document identifier code (DIC), entry date, VRGC number, transaction quantity, and due-in quantity. Two items are displayed at a time.

```
There Are (8) Records Remaining In This Block !
[
DATE : [31 May 92]          TRANSACTION REGISTER FILE INQUIRY          AJK-841
]
CUSTOMER ID: [YDF005]      TRANS DATE: [15 May 92]

NSN/MCN                [8905-01-T82-6058]          [8910-00-T25-8440]
ITEM NAME              [PORK HAM DICED, SLICED IP]  [CHEESE CHED DICED/SHED IP]
TYPE TRANSACTION      [ISS]                      [ISS]
DIC CODE              [A5A]                      [A5A]
ENTRY DATE            [15 May 92]                [15 May 92]
VRGC NUMBER           [  0]                      [  0]
TRANSACTION QUANTITY [ 10]                      [ 10]
DUE IN QUANTITY      [  0]                      [  0]

      DEPRESS <ENTER> TO REVIEW; AFTER REVIEWING DATA, DEPRESS <Esc> !
IF A PRINTOUT OF THIS BLOCK OF RECORDS IS DESIRED, ENTER A ``P`` HERE: [  ],
(OR) ENTER AN ``X`` TO EXIT, (OR) DEPRESS <ENTER> TO CONTINUE REVIEW !
```

Figure 8.3-6. Transaction Register File Inquiry Screen (AJK-841).

- b. See paragraph 8.3.3, steps k thru m for instructions to review this data.
- c. When you finish your review, press [ESC]. The Inquiries Menu is displayed.

AIS Manual 25-L37-AJK-ATT-EM-1
1 July 2001

8.3.6 Transaction Register File Inquiry Screen AJK-842. Use this screen (fig. 8.3-7) to review transactions on the Transaction Register File for all NSN/MCNs, a specific transaction date, and all transaction codes.

a. This screen displays the transaction date, NSN/MCN, item name, type of transaction, DIC code, entry date, VRGC number, transaction quantity, due-in quantity, and document number. Two items are displayed at a time.

```
There Are (50) More Records Remaining In This Block !
[
DATE : [31 May 92]                TRANSACTION REGISTER FILE INQUIRY                AJK-842
]

TRANS DATE: [15 May 92]

NSN/MCN                [8905-00-403-9592]                [8905-00-133-5886]
ITEM NAME                [BACON SLICED FZN SHINGLE ] [BEEF KNUCKLE SPECIAL ]
TYPE TRANSACTION        [RCT]                [RCT]
DIC CODE                 [D6U]                [D6U]
ENTRY DATE               [15 May 92]                [15 May 92]
VRGC NUMBER              [ 25]                [ 25]
TRANSACTION QUANTITY    [ 2014]                [ 600]
DUE IN QUANTITY         [ 2014]                [ 600]
DOCUMENT NUMBER         [W26QKQ00810038]                [W26QK00810009]

                DEPRESS <ENTER> TO REVIEW; AFTER REVIEWING DATA, DEPRESS <Esc> !
                IF A PRINTOUT OF THIS BLOCK OF RECORDS IS DESIRED, ENTER A ``P`` HERE: [ ],
                (OR) ENTER AN ``X`` TO EXIT, (OR) DEPRESS <ENTER> TO CONTINUE REVIEW !
```

Figure 8.3-7. Transaction Register File Inquiry Screen (AJK-842).

- b. See paragraph 8.3.3, steps k thru m for instructions to review this data.
- c. When you finish your review, press [ESC]. The Inquiries Menu is displayed.

AIS Manual 25-L37-AJK-ATT-EM-1
1 July 2001

8.3.7 Transaction Register File Inquiry Screen AJK-843. Use this screen (fig. 8.3-8) to review transactions on the Transaction Register File for all NSN/MCNs, a range of dates, a specific customer ID code, and all transaction codes.

a. This screen displays the customer ID code, a range of dates, NSN/MCN, item name, type of transaction, transaction date, DIC code, entry date, VRGC number, transaction quantity, and due-in quantity. Two items are displayed at a time.

```
There Are (11) Records Remaining In This Block !
[
DATE : [31 May 92]                TRANSACTION REGISTER FILE INQUIRY                AJK-843
]

CUSTOMER ID: [YDF002]             DATE FROM: [15 May 92]             DATE TO: [17 May 92]

NSN/MCN:                [8905-01-T82-6058]                [8905-01-T82-6058]
ITEM NAME:              [PORK HAM DICED, SLICED IP]       [PORK HAM DICED, SLICED IP]
TYPE TRANSACTION:      [ISS]                             [ISS]
TRANSACTION DATE:      [15 May 92]                       [17 May 92]
DIC:                   [A5A]                             [A5A]
ENTRY DATE:            [15 May 92]                       [24 May 92]
VRGC NUMBER:          [  0]                               [  0]
TRANSACTION QUANTITY: [  10]                             [  10]
DUE IN QUANTITY:      [  0]                               [  0]

      DEPRESS <ENTER> TO REVIEW;  AFTER REVIEWING DATA, DEPRESS <Esc> !
IF A PRINTOUT OF THIS BLOCK OF RECORDS IS DESIRED, ENTER A ``P`` HERE: [  ],
(OR) ENTER AN ``X`` TO EXIT, (OR) DEPRESS <ENTER> TO CONTINUE REVIEW !
```

Figure 8.3-8. Transaction Register File Inquiry Screen (AJK-843).

- b. See paragraph 8.3.3, steps k thru m for instructions to review this data.
- c. When you finish your review, press [ESC]. The Inquiries Menu is displayed.

AIS Manual 25-L37-AJK-ATT-EM-1
1 July 2001

8.3.8 Transaction Register File Inquiry Screen AJK-844. Use this screen (fig. 8.3-9) to review transactions on the Transaction Register File for all NSN/MCNs, a range of dates, and all transaction codes.

a. This screen displays a range of dates, NSN/MCN, item name, type of transaction, transaction date, DIC code, entry date, VRGC number, transaction quantity, due-in quantity, and document number. Two items are displayed at a time.

```
There Are (180) More Records Remaining In This Block !
[
DATE : [31 May 92]                TRANSACTION REGISTER FILE INQUIRY                AJK-844
]
DATE FROM: [15 May 92]                DATE TO: [17 May 92]
NSN/MCN:                [8905-00-403-9592]                [8905-00-403-9592]
ITEM NAME:                [BACON SLICED FZN SHINGLE]        [BACON SLICED FZN SHINGLE]
TYPE TRANSACTION:        [RCT]                            [ISS]
TRANSACTION DATE:        [15 May 92]                    [17 May 92]
DIC:                      [D6U]                            [A5A]
ENTRY DATE:                [15 May 92]                    [24 May 92]
VRGC NUMBER:                [ 25]                            [ 0]
TRANSACTION QUANTITY:      [ 2014]                        [ 2]
DUE IN QUANTITY:          [ 2014]                        [ 0]
DOCUMENT NUMBER:          [W26QKQ00810038]                [W26L8F01208001]

      DEPRESS <ENTER> TO REVIEW;  AFTER REVIEWING DATA, DEPRESS <Esc> !
IF A PRINTOUT OF THIS BLOCK OF RECORDS IS DESIRED, ENTER A ``P`` HERE: [ ],
(OR) ENTER AN ``X`` TO EXIT, (OR) DEPRESS <ENTER> TO CONTINUE REVIEW !
```

Figure 8.3-9. Transaction Register File Inquiry Screen (AJK-844).

- b. See paragraph 8.3.3, steps k thru m for instructions to review this data.
- c. When you finish your review, press [ESC]. The Inquiries Menu is displayed.

AIS Manual 25-L37-AJK-ATT-EM-1
1 July 2001

8.3.9 Transaction Register File Inquiry Screen AJK-845. Use this screen (fig. 8.3-10) to review transactions on the Transaction Register File for all NSN/MCNs, a specific customer ID code, and all transaction codes.

a. This screen displays the customer ID code, NSN/MCN, item name, type of transaction, transaction date, DIC code, entry date, VRGC number, transaction quantity, and due-in quantity. Two items are displayed at a time.

```
There Are (28) Records Remaining In This Block!
[
DATE : [31 May 92]                TRANSACTION REGISTER FILE INQUIRY                AJK-845
]

CUSTOMER ID: [YDF002 ]

NSN/MCN:                [8905-01-T82-6058]                [8910-00-T25-8440]]
ITEM NAME:                [PORK HAM DICED, SLICED IP]        [CHEESE CHED DICED/SHRD IP]
TYPE TRANSACTION:        [ISS]                            [ISS]
TRANSACTION DATE:        [15 May 92]                      [15 May 92]
DIC:                      [A5A]                          [A5A]
ENTRY DATE:              [15 May 92]                      [24 May 92]
VRGC NUMBER:             [  0]                            [  0]
TRANSACTION QUANTITY:    [ 250]                          [ 10]
DUE IN QUANTITY:        [ 250]                            [  0]

      DEPRESS <ENTER> TO REVIEW;  AFTER REVIEWING DATA, DEPRESS <Esc> !
IF A PRINTOUT OF THIS BLOCK OF RECORDS IS DESIRED, ENTER A ``P`` HERE: [  ],
(OR) ENTER AN ``X`` TO EXIT, (OR) DEPRESS <ENTER> TO CONTINUE REVIEW !
```

Figure 8.3-10. Transaction Register File Inquiry Screen (AJK-845).

- b. See paragraph 8.3.3, steps k thru m for instructions to review this data.
- c. When you finish your review, press [ESC]. The Inquiries Menu is displayed.

AIS Manual 25-L37-AJK-ATT-EM-1
1 July 2001

8.3.10 Transaction Register File Inquiry Screen AJK-846. Use this screen (fig. 8.3-11) to review all transactions on the Transaction Register File for all NSN/MCNs and all transaction codes.

a. This screen displays an NSN/MCN, item name, type of transaction, transaction date, DIC code, entry date, VRGC number, transaction quantity, due-in quantity, and document number. Two items are displayed at a time.

```
There Are (10) More Records Remaining After This Block!
[                                                                 ]
DATE : [31 May 92]          TRANSACTION REGISTER FILE INQUIRY          AJK-846
NSN/MCN:                    [8905-00-403-9592]          [8905-00-403-9592]
ITEM NAME:                  [BACON SLICED FZN SHINGLE]    [BACON SLICED FZN SHINGLE]
TYPE TRANSACTION:          [RCT]                        [ISS]
TRANSACTION DATE:          [15 May 92]                  [17 May 92]
DIC:                        [D6U]                      [A5A]
ENTRY DATE:                [15 May 92]                  [24 May 92]
VRGC NUMBER:               [ 12]                       [  0]
TRANSACTION QUANTITY:      [ 500]                      [  50]
DUE IN QUANTITY:          [ 500]                      [  0]
DOCUMENT NUMBER:           [W26QKQ00850041]             [W26L8F01218005]

      DEPRESS <ENTER> TO REVIEW;  AFTER REVIEWING DATA, DEPRESS <Esc> !
IF A PRINTOUT OF THIS BLOCK OF RECORDS IS DESIRED, ENTER A ``P`` HERE: [  ],
(OR) ENTER AN ``X`` TO EXIT, (OR) DEPRESS <ENTER> TO CONTINUE REVIEW !
```

Figure 8.3-11. Transaction Register File Inquiry Screen (AJK-846).

- b. See paragraph 8.3.3, steps k thru m for instructions to review this data.
- c. When you finish your review, press [ESC]. The Inquiries Menu is displayed.

AIS Manual 25-L37-AJK-ATT-EM-1
1 July 2001

8.3.11 Transaction Register File Inquiry Screen AJK-847. Use this screen (fig. 8.3-12) to review transactions on the Transaction Register File for a specific NSN/MCN, a specific transaction date, a specific customer ID code, and all transaction codes.

a. This screen displays an NSN/MCN, item name, transaction date, customer ID code, type of transaction, DIC code, VRGC number, entry date, transaction quantity, and due-in quantity. Six items can be displayed at a time.

```

There Are (4) Records Remaining In This Block!
[                                                                 ]
DATE : [31 May 92]          TRANSACTION REGISTER FILE INQUIRY          AJK-847
NSN/MCN: [8905-00-965-2128]      ITEM NAME: [CHIC CUT UP W/O BACK      ]
TRANSACTION DATE: [17 May 92]    CUSTOMER ID: [YDF002 ]

TYPE          DIC          VRGC          ENTRY          TRANS          DUE IN
TRANS         NO.#         DATE         QTY            QTY

[ISS]        [A5A]        [ 0]        [17 May 92]    [ 150]        [ 0]
[ISS]        [A5A]        [ 0]        [17 May 92]    [ 200]        [ 0]
[ISS]        [A5A]        [ 0]        [05 Apr 92]    [ 150]        [ 0]
[ISS]        [A5A]        [ 0]        [11 Apr 92]    [ 100]        [ 0]
[ ]          [ ]          [ ]        [ ]            [ ]            [ ]
[ ]          [ ]          [ ]        [ ]            [ ]            [ ]

          DEPRESS <ENTER> TO REVIEW;  AFTER REVIEWING DATA, DEPRESS <Esc> !
    IF A PRINTOUT OF THIS BLOCK OF RECORDS IS DESIRED, ENTER A ``P`` HERE: [ ],
          (OR) ENTER AN ``X`` TO EXIT, (OR) DEPRESS <ENTER> TO CONTINUE REVIEW !
    
```

Figure 8.3-12. Transaction Register File Inquiry Screen (AJK-847).

- b. See paragraph 8.3.3, steps k thru m for instructions to review this data.
- c. When you finish your review, press [ESC]. The Inquiries Menu is displayed.

AIS Manual 25-L37-AJK-ATT-EM-1
1 July 2001

8.3.12 Transaction Register File Inquiry Screen AJK-848. Use this screen (fig. 8.3-13) to review transactions on the Transaction Register File for a specific NSN/MCN, a specific transaction date, and all transaction codes.

a. This screen displays an NSN/MCN, item name, transaction date, type of transaction, DIC code, VRGC number, entry date, transaction quantity, due-in quantity, and document number or activity. Six items can be displayed at a time.

```
There Are (3) Records Remaining In This Block!
[                                                                 ]
DATE : [31 May 92]          TRANSACTION REGISTER FILE INQUIRY          AJK-848
NSN/MCN: [8905-00-965-2128]      ITEM NAME: [CHIC CUT UP W/O BACK      ]
TRANSACTION DATE: [17 May 92]

TYPE      DIC      VRGC      ENTRY      TRANS      DUE IN      DON/ACTIVITY
TRANS     NO.#      DATE      QTY      QTY

[ISS]     [A5A]     [ 0]     [04 Mar 92]  [ 160]  [ 0]     [YDF003 ]
[ISS]     [A5A]     [ 0]     [11 Mar 92]  [ 120]  [ 0]     [YDF004 ]
[ISS]     [A5A]     [ 0]     [20 Mar 92]  [ 160]  [ 0]     [YDF006 ]
[ ]       [ ]       [ ]     [ ]          [ ]     [ ]     [ ]
[ ]       [ ]       [ ]     [ ]          [ ]     [ ]     [ ]
[ ]       [ ]       [ ]     [ ]          [ ]     [ ]     [ ]

      DEPRESS <ENTER> TO REVIEW;  AFTER REVIEWING DATA, DEPRESS <Esc> !
IF A PRINTOUT OF THIS BLOCK OF RECORDS IS DESIRED, ENTER A ``P`` HERE: [ ],
(OR) ENTER AN ``X`` TO EXIT, (OR) DEPRESS <ENTER> TO CONTINUE REVIEW !
```

Figure 8.3-13. Transaction Register File Inquiry Screen (AJK-848).

- b. See paragraph 8.3.3, steps k thru m for instructions to review this data.
- c. When you finish your review, press [ESC]. The Inquiries Menu is displayed.

AIS Manual 25-L37-AJK-ATT-EM-1
1 July 2001

8.3.13 Transaction Register File Inquiry Screen AJK-849. Use this screen (fig. 8.3-14) to review transactions on the Transaction Register File for a specific NSN/MCN, a range of dates, a specific customer ID code, and all transaction codes.

a. This screen displays an NSN/MCN, item name, a range of dates, customer ID code, type of transaction, DIC code, VRGC number, transaction date, entry date, transaction quantity, and due-in quantity. Six items can be displayed at a time.

```

There Are (3) Records Remaining In This Inquiry !
[
DATE : [31 May 92]                TRANSACTION REGISTER FILE INQUIRY                AJK-849
]
NSN/MCN: [8905-00-965-2128]        ITEM NAME: [CHIC CUT UP W/O BACK                ]
DATE FROM: [01 May 92]            DATE TO: [30 May 92]    CUSTOMER ID: [YDF002]

TYPE          DIC          VRGC          TRANS          ENTRY          TRANS          DUE IN
TRANS         NO.#         DATE         DATE         QTY         QTY

[ISS]        [A5A]        [ 0]        [02 May 92]    [03 May 92]    [ 120]        [ 0]
[ISS]        [A5A]        [ 0]        [11 May 92]    [14 May 92]    [ 40]        [ 0]
[ISS]        [A5A]        [ 0]        [14 May 92]    [15 May 92]    [ 40]        [ 0]
[ ]          [ ]          [ ]         [ ]            [ ]            [ ]          [ ]
[ ]          [ ]          [ ]         [ ]            [ ]            [ ]          [ ]
[ ]          [ ]          [ ]         [ ]            [ ]            [ ]          [ ]

DEPRESS <ENTER> TO REVIEW; AFTER REVIEWING DATA, DEPRESS <Esc> !
IF A PRINTOUT OF THIS BLOCK OF RECORDS IS DESIRED, ENTER A ``P`` HERE: [ ],
(OR) ENTER AN ``X`` TO EXIT, (OR) DEPRESS <ENTER> TO CONTINUE REVIEW !
    
```

Figure 8.3-14. Transaction Register File Inquiry Screen (AJK-849).

- b. See paragraph 8.3.3, steps k thru m for instructions to review this data.
- c. When you finish your review, press [ESC]. The Inquiries Menu is displayed.

AIS Manual 25-L37-AJK-ATT-EM-1
1 July 2001

8.3.14 Transaction Register File Inquiry Screen AJK-850. Use this screen (fig. 8.3-15) to review transactions on the Transaction Register File for a specific NSN/MCN, a range of dates, and all transaction codes.

a. This screen displays an NSN/MCN, item name, a range of dates, type of transactions, DIC code, VRGC number, transaction date, entry date, transaction quantity, due-in quantity, and document number or activity. Six items can be displayed at a time.

```
There Are (30) Records Remaining In This Block !
[ ]
DATE: [31 May 92]          TRANSACTION REGISTER FILE INQUIRY          AJK-850

NSN/MCN: [8905-00-965-2128]      ITEM NAME: [CHIC CUT UP W/O BACK      ]
DATE FROM: [01 May 92]          DATE TO: [30 May 92]

TYPE      DIC      VRGC      TRANS      ENTRY      TRANS      DUE IN      DON/ACTIVITY
TRANS                                NO. #      DATE      DATE      QTY      QTY

[ISS] [A5A] [ 0] [02 May 92] [03 May 92] [ 80] [ 0] [YDF003 ]
[ISS] [A5A] [ 0] [02 May 92] [03 May 92] [160] [ 0] [YDF001 ]
[ISS] [A5A] [ 0] [02 May 92] [03 May 92] [120] [ 0] [YDF004 ]
[ISS] [A5A] [ 0] [02 May 92] [03 May 92] [160] [ 0] [YDF007 ]
[ISS] [A5A] [ 0] [02 May 92] [03 May 92] [120] [ 0] [YDF009 ]
[ISS] [A5A] [ 0] [02 May 92] [03 May 92] [160] [ 0] [YDF010 ]

      DEPRESS <ENTER> TO REVIEW;  AFTER REVIEWING DATA, DEPRESS <Esc> !
IF A PRINTOUT OF THIS BLOCK OF RECORDS IS DESIRED, ENTER A ``P`` HERE: [  ],
(OR) ENTER AN ``X`` TO EXIT, (OR) DEPRESS <ENTER> TO CONTINUE REVIEW !
```

Figure 8.3-15. Transaction Register File Inquiry Screen (AJK-850).

- b. See paragraph 8.3.3, steps k thru m for instructions to review this data.
- c. When you finish your review, press [ESC]. The Inquiries Menu is displayed.

AIS Manual 25-L37-AJK-ATT-EM-1
1 July 2001

8.3.15 Transaction Register File Inquiry Screen AJK-851. Use this screen (fig. 8.3-16) to review transactions on the Transaction Register File for a specific NSN/MCN, a specific customer ID code, and all transaction codes.

a. This screen displays an NSN/MCN, item name, customer ID code, type of transaction, DIC code, VRGC number, entry date, transaction quantity, and due-in quantity. Six items can be displayed at a time.

There Are (40) Records Remaining In This Block !						
[]
DATE :	[31 May 92]	TRANSACTION REGISTER FILE INQUIRY				AJK-851
NSN/MCN:	[8905-00-965-2128]	ITEM NAME: [CHIC CUT UP W/O BACK]
CUSTOMER ID:	[YDF002]					
TYPE	SYSTEM	DIC	VRGC	ENTRY	TRANS	DUE IN
TRANS	DATE		NO #	DATE	QTY	QTY
[ISS]	[29 Jan 92]	[A5A]	[0]	[30 Jan 92]	[160]	[0]
[ISS]	[30 Jan 92]	[A5A]	[0]	[31 Jan 92]	[120]	[0]
[ISS]	[02 Feb 92]	[A5A]	[0]	[06 Feb 92]	[80]	[0]
[ISS]	[05 Feb 92]	[A5A]	[0]	[06 Feb 92]	[80]	[0]
[ISS]	[07 Feb 92]	[A5A]	[0]	[08 Feb 92]	[80]	[0]
[ISS]	[09 Feb 92]	[A5A]	[0]	[12 Feb 92]	[200]	[0]
DEPRESS <ENTER> TO REVIEW; AFTER REVIEWING DATA, DEPRESS <Esc> !						
IF A PRINTOUT OF THIS BLOCK OF RECORDS IS DESIRED, ENTER A ``P`` HERE: [],						
(OR) ENTER AN ``X`` TO EXIT, (OR) DEPRESS <ENTER> TO CONTINUE REVIEW !						

Figure 8.3-16. Transaction Register File Inquiry Screen (AJK-851).

- b. See paragraph 8.3.3, steps k thru m for instructions to review this data.
- c. When you finish your review, press [ESC]. The Inquiries Menu is displayed.

AIS Manual 25-L37-AJK-ATT-EM-1
1 July 2001

8.3.16 Transaction Register File Inquiry Screen AJK-852. Use this screen (fig. 8.3-17) to review all transactions on the Transaction Register File for a specific NSN/MCN and all transaction codes.

a. This screen displays an NSN/MCN, item name, type of transaction, DIC code, VRGC number, transaction date, entry date, transaction quantity, due-in quantity, and document number or activity. Six items can be displayed at a time.

There Are (209) More Records Remaining After This Block!							
[]
DATE :	[31 May 92]	TRANSACTION REGISTER FILE INQUIRY				AJK-852	
NSN/MCN:	[8905-00-965-2128]	ITEM NAME: [CHIC CUT UP W/O BACK]	
TYPE	DIC	VRGC	TRANS	ENTRY	TRANS	DUE IN	DON/ACTIVITY
TRANS		NO #	DATE	DATE	QTY	QTY	
[ISS]	[A5A]	[0]	[29 Jan 92]	[30 Jan 92]	[120]	[0]	[YDF002]
[ISS]	[A5A]	[0]	[29 Jan 92]	[30 Jan 92]	[160]	[0]	[YDF003]
[ISS]	[A5A]	[0]	[29 Jan 92]	[30 Jan 92]	[280]	[0]	[YDF001]
[ISS]	[A5A]	[0]	[29 Jan 92]	[30 Jan 92]	[80]	[0]	[YDF005]
[ISS]	[A5A]	[0]	[29 Jan 92]	[30 Jan 92]	[160]	[0]	[YDF004]
[TRN]	[D6A]	[36]	[30 Jan 92]	[31 Jan 92]	[200]	[0]	[YDF006 20290001]
[ISS]	[A5A]	[0]	[30 Jan 92]	[31 Jan 92]	[120]	[0]	[YDF012]
DEPRESS <ENTER> TO REVIEW; AFTER REVIEWING DATA, DEPRESS <Esc> ! IF A PRINTOUT OF THIS BLOCK OF RECORDS IS DESIRED, ENTER A ``P`` HERE: [], (OR) ENTER AN ``X`` TO EXIT, (OR) DEPRESS <ENTER> TO CONTINUE REVIEW !							

Figure 8.3-17. Transaction Register File Inquiry Screen (AJK-852).

- b. See paragraph 8.3.3, steps k thru m for instructions to review this data.
- c. When you finish your review, press [ESC]. The Inquiries Menu is displayed.

8.3.17 Outputs. The Transaction Register Inquiry Report (PCN AJK-5A1) is printed when you enter P in response to the print message. You can use this report to review the status of any specific transaction within the range of dates you select. See appendix C for an example of this report. You are not required to keep a file copy of this report.

8.4 Master Item File Inquiries Process. Use this process to select the type of inquiry you want to review on the installation Master Item File (MIF). You can review a single item or a group of items. This process contains two subprocesses and two exit options:

- a. Master Item File Inquiry by TIIN (para 8.4.3.1).
- b. Master Item File Inquiry by FSC (para 8.4.3.4).

8.4.1 Processing Restrictions. None.

AIS Manual 25-L37-AJK-ATT-EM-1
1 July 2001

8.4.2 Processing Materials. Use the Master Item File Report (PCN AJK-MIF) for more information.

8.4.3 Master Item File Inquiries Menu. To review the MIF Inquiry subprocesses, select B from the Inquiries Menu. The Master Item File Inquiries Menu (fig. 8.4-1) is displayed.

```
MASTER ITEM FILE INQUIRIES :  A  B  R  X
Master Item File Inquiry By TIIN !

DATE:  04 APR 92           MASTER ITEM FILE INQUIRIES MENU           AJK-653

      OPTION CODE          DESCRIPTION

          A                INQUIRY BY TIIN (Last 7 Digits of NSN/MCN)

          B                INQUIRY BY FSC (First 4 Digits of NSN/MCN)

          R                RETURN TO THE INQUIRIES MENU

          X                EXIT FROM TISA PROCESSING

ENTER THE DESIRED OPTION CODE THRU RING MENU SELECTION.OPTION CODE:
```

Figure 8.4-1. Master Item File Inquiries Menu Screen (AJK-653).

AIS Manual 25-L37-AJK-ATT-EM-1
1 July 2001

8.4.3.1 Master Item File Inquiry by TIIN Subprocess. To review an item by TISA item identification number (TIIN), select A from the Master Item File Inquiries Menu. The Master Item File Inquiry Screen (TIIN) AJK-637 (fig. 8.4-2) is displayed. The cursor is positioned in the ENTER TIIN field.

DATE: [04 APR 92]	MASTER ITEM FILE INQUIRY (TIIN)	AJK-637
ENTER TIIN: [151- 6571]		
TO EXIT TO THE PROCESS INTERRUPT MENU, DEPRESS THE INTERRUPT KEY !		
ENTER LAST SEVEN DIGITS OF NSN/MCN (TIIN), THEN DEPRESS <Esc> !		

Figure 8.4-2. Master Item File Inquiry (TIIN) Screen (AJK-637).

NOTE: You are instructed to press [ESC] after entering a TIIN on Screen AJK-637. However, no action is required after entering a TIIN. This is a system error and is scheduled for correction in a future SCP.

a. Enter a TIIN and a message is displayed: **Searching Master Item File ! Please Wait !** Then, the Master Item File Inquiry - TIIN Screen AJK-633 is displayed.

(1) If you enter an invalid TIIN, an error message is displayed: **Invalid Entry - (Not On File) ! Please Re-enter A Valid TIIN !**

(2) The cursor moves back to the start of the ENTER TIIN field. You can correct your entry.

b. To interrupt processing, press [DELETE]. The Process Interrupt Menu is displayed. See paragraph 8.4.3.5 for processing instructions.

AIS Manual 25-L37-AJK-ATT-EM-1
1 July 2001

8.4.3.2 Master Item File Inquiry - TIIN Screens AJK-633/AJK-634. Use these screens (fig. 8.4-3/fig. 8.4-4) to review information for the TIIN you enter on the Master Item File Inquiry-TIIN Screen AJK-637.

[]
DATE :	[04 APR 92]	MASTER ITEM FILE INQUIRY - TIIN		AJK-633
NSN/MCN	[8915-00-151-6571]	ITEM NAME	[CHERRIES LIGHT SWT #10]
UNIT OF ISSUE		[CN]	UNIT PRICE	[\$4.49]
UNIT PACK		[CS]	UNIT PRICE LAST MONTH	[\$4.49]
UNIT PACK QUANTITY	[6]	UNIT PRICE NEXT MONTH	[\$0.00]
CONDIMENT INDICATOR	[]	CONTRACT PRICE (CURR)	[0.0000]
INTENSIVE MANAGEMENT CODE	[]	CONTRACT PRICE (PREV)	[0.0000]
SOURCE CODE		[D]	CONTRACT PRICE (NEXT)	[0.0000]
PERISHABILITY CODE		[S]	RECIPE CONVERSION FACTOR	[6.7500]
BALANCE ON HAND	[0]	CURRENT VENDOR NUMBER	[]
QUANTITY DUE IN	[0]	PREVIOUS VENDOR NUMBER	[]
INVENTORY COUNT QUANTITY	[10]	NEXT VENDOR NUMBER	[]
COST EFFECTIVE DATE	[]	CONTRACT ITEM SEQUENCE NO. (CURR)	[0]
DEL DAYS (CURR)	[]	CONTRACT ITEM SEQUENCE NO. (NEXT)	[0]
DEL DAYS (NEXT)	[]	CONTRACT ITEM SEQUENCE NO. (PREV)	[0]
DEPRESS <ENTER> TO CONTINUE REVIEW (OR) ANY KEY TO EXIT THE INQUIRY: []				

Figure 8.4-3. Master Item File Inquiry - TIIN Screen (AJK-633).

a. This screen lists all the MIF data for an item. Some of the most frequently used information is the NSN/MCN, item name, unit of issue, unit or contract price, unit pack, and unit pack quantity.

(1) To continue your review, press [ENTER]. The Master Item File Inquiry - TIIN Screen AJK-634 (fig. 8.4-4) displays more data for this TIIN.

OR

(2) To end your review, press any key. A message is displayed: **End Of Master Item File Inquiry !** Then, the Master Item File Inquiries Menu is displayed.

AIS Manual 25-L37-AJK-ATT-EM-1
1 July 2001

b. This screen displays the NSN/MCN, item name, order ship time (OST) counter, a delete flag, demand data, and storage locations.

```

[
DATE : [04 APR 92]                MASTER ITEM FILE INQUIRY - TIIN                AJK-634
NSN/MCN: [8155-00-151-6571]        ITEM NAME: [CHERRIES LIGHT SWT #10        ]
DMD CURRENT: [ 0]                NON-RECURR DMD CURRENT: [ 0]                OST CURRENT: [ 0]

DMD RECURR      DMD NON-RECURR      OST      DMD RECURR      DMD NON-RECURR      OST
JAN [ 0]        [ 0]                [ 0]        JUL [ 0]        [ 0]                [ 0]
FEB [ 0]        [ 0]                [ 0]        AUG [ 0]        [ 0]                [ 0]
MAR [ 0]        [ 0]                [ 0]        SEP [ 0]        [ 0]                [ 0]
APR [ 0]        [ 0]                [ 0]        OCT [ 0]        [ 0]                [ 0]
MAY [ 0]        [ 0]                [ 0]        NOV [ 0]        [ 0]                [ 0]
JUN [ 3]        [ 0]                [ 0]        DEC [ 0]        [ 0]                [ 0]

PRIME STOCK LOCATION: ABBD]        OST COUNTER: [ 0]                DELETE FLAG:[ ]
ALTERNATE STOCK LOCATION #1: [AABBF]        ALTERNATE STOCK LOCATION #2: [ ]

DEPRESS <ENTER> TO CONTINUE REVIEW (OR) ANY KEY TO EXIT THE INQUIRY
(OR) ENTER A ``B`` TO GO BACK TO THE FIRST SCREEN OF THE TIIN INQUIRY: [ ]

```

Figure 8.4-4. Master Item File Inquiry - TIIN Screen (AJK-634).

(1) To review the previous screen, enter B in the OPTION field.

OR

(2) To select another item, press [ENTER]. The Master Item File Inquiry (TIIN) Screen AJK-637 (fig. 8.4-2) is displayed.

OR

(3) To end your review, press any key. A message is displayed: **End Of Master Item File Inquiry !** Then, the Master Item File Inquiries Menu is displayed.

AIS Manual 25-L37-AJK-ATT-EM-1
1 July 2001

8.4.3.3 Master Item File Inquiry by FSC Subprocess. To review items by federal supply class (FSC), select B from the MIF Inquiries Menu. The Master Item File Inquiry (FSC) Screen AJK-638 (fig. 8.4-5) is displayed. The cursor is positioned in the ENTER FSC field.

DATE : [04 APR 92]	MASTER ITEM FILE INQUIRY (FSC)	AJK-638
ENTER FSC: [8910]		
TO EXIT TO THE PROCESS INTERRUPT MENU, DEPRESS THE INTERRUPT KEY !		
ENTER FIRST FOUR DIGITS OF NSN/MCN (FSC), THEN DEPRESS <ESC> !		

Figure 8.4-5. Master Item File Inquiry (FSC) Screen (AJK-638).

- a. Enter the FSC and a message is displayed: **Searching Master Item File ! Please Wait !** Then, the Master Item File Inquiry - FSC Screen AJK-635 (fig. 8.4-6) is displayed.
 - (1) If you enter an invalid FSC, an error message is displayed: **Invalid Entry - (Not On File) ! Please Re-enter A Valid FSC !**
 - (2) The cursor moves back to the start of the ENTER FSC field. You can correct your entry.
- b. To interrupt processing, press [DELETE]. The Process Interrupt Ring Menu is displayed. See paragraph 8.4.3.5 for processing instructions.

AIS Manual 25-L37-AJK-ATT-EM-1
1 July 2001

8.4.3.4 Master Item File Inquiry - FSC Screens AJK-635/AJK-636. Use these screens (fig. 8.4-6/fig. 8.4-7) to review information for the FSC you entered on the Master Item File Inquiry (FSC) Screen AJK-638.

a. This screen lists all the MIF data for an item. Some of the most frequently used information is the NSN/MCN, item name, unit of issue, unit or contract price, unit pack, and unit pack quantity.

```

*
[
DATE : [04 APR 92]                MASTER ITEM FILE INQUIRY - FSC                AJK-635

NSN/MCN          [8910-00-T22-1136]  ITEM NAM      [MILK CHOC 1/2 PT          ]
UNIT OF ISSUE    [CO]                UNIT PRICE    [ $0.00]
UNIT PACK        [CS]                UNIT PRICE LAST MONTH [ $0.00]
UNIT PACK QUANTITY [ 24]            UNIT PRICE NEXT MONTH [ $0.00]
CONDIMENT INDICATOR [ ]          CONTRACT PRICE (CURR) [ 0.1500]
INTENSIVE MANAGEMENT CODE [ ]    CONTRACT PRICE (PREV) [ 0.1410]
SOURCE CODE      [A]                CONTRACT PRICE (NEXT) [ 0.0000]
PERISHABILITY CODE [P]            RECIPE CONVERSION FACTOR [ .5660]
BALANCE ON HAND [ 0]              CURRENT VENDOR NUMBER [ MM0690]
QUANTITY DUE IN [ 0]              PREVIOUS VENDOR NUMBER [ MM1289]
INVENTORY COUNT QUANTITY [ 0]    NEXT VENDOR NUMBER [ ]
COST EFFECTIVE DATE [ 01 JUN 92]  CONTRACT ITEM SEQUENCE NO. (CURR) [ 6]
DEL DAYS (CURR) [ M Tu W Th F Sa] CONTRACT ITEM SEQUENCE NO. (NEXT) [ 0]
DEL DAYS (NEXT) [ ]              CONTRACT ITEM SEQUENCE NO. (PREV) [ 6]

DEPRESS <ENTER> TO CONTINUE REVIEW (OR) ANY KEY TO EXIT THE INQUIRY
(OR) ENTER A ``C`` TO SKIP TO THE NEXT NSN/MCN WITHIN THE FSC GROUP: [ ]

```

Figure 8.4-6. Master Item File Inquiry Screen (AJK-635).

(1) To end your review, press any key. The Master Item File Inquiries Menu is displayed.

OR

(2) To review the next record in the FSC group, enter C in the OPTION field.

OR

(3) Press [ENTER] to view more data for the same NSN/MCN on the Master Item File Inquiry - FSC Screen AJK-636 (fig. 8.4-7).

AIS Manual 25-L37-AJK-ATT-EM-1
1 July 2001

b. This screen displays the NSN/MCN, item name, order ship time (OST) counter, demand data, a delete flag, and storage locations.

```

[
DATE : [04 APR 92]                MASTER ITEM FILE INQUIRY - FSC                AJK-636
NSN/MCN: [8910-00-T22-1156]      ITEM NAME: [MILK CHOC 1/2 PT                ]
DMD CURRENT: [      0]          NON-RECURR DMD CURRENT: [      0]          OST CURRENT: [      0]

DMD RECURR      DMD NON-RECURR      OST      DMD RECURR      DMD NON-RECURR      OST
JAN [  108]      [      0]            [  0]      JUL [ 5405]      [      0]            [  0]
FEB [  108]      [      0]            [  0]      AUG [ 2800]      [      0]            [  0]
MAR [    0]      [      0]            [  0]      SEP [ 2420]      [      0]            [  0]
APR [   50]      [      0]            [  0]      OCT [ 4280]      [      0]            [  0]
MAY [  200]      [      0]            [  0]      NOV [ 2390]      [      0]            [  0]
JUN [ 2700]      [      0]            [  0]      DEC [  0 ]      [      0]            [  0]

PRIME STOCK LOCATION: [DVD04]      OST COUNTER: [      0]          DELETE FLAG: [      ]
ALTERNATE STOCK LOCATION #1: [DVD010]  ALTERNATE STOCK LOCATION #2: [      ]

DEPRESS <ENTER> TO CONTINUE REVIEW (OR) ANY KEY TO EXIT THE INQUIRY
(OR) ENTER A ``B`` TO GO BACK TO THE FIRST SCREEN OF THE FSC INQUIRY: [      ]

```

Figure 8.4-7. Master Item File Inquiry - FSC Screen (AJK-636).

(1) To review the previous screen, enter B in the OPTION field.

OR

(2) To continue your review, press [ENTER]. The next item is displayed on the Master Item File Inquiry - FSC Screen AJK-635 (fig. 8.4-6).

(3) To end your review, press any key to exit. A message is displayed: **End Of Master Item File Inquiry !** Then, the Master Item File Inquiries Menu is displayed.

AIS Manual 25-L37-AJK-ATT-EM-1
1 July 2001

8.4.3.5 Process Interrupt Ring Menu. Use this ring menu (fig. 8.4-8) to continue processing, start over, return to the Reports and Inquiries Command Menu, or exit processing.

PROCESS INTERRUPT: Continue ! Start Over ! Discard & Return ! eXit ! Ignore Interrupt And Continue Normal Processing On This Screen!

Figure 8.4-8. Process Interrupt Ring Menu.

- a. Select Continue and you can continue processing this inquiry.
- b. Select Start Over and the Master Item File Inquiries Menu is displayed.
- c. Select Discard & Return and the Reports and Inquiries Command Menu is displayed.
- d. Select eXit and the system login screen is displayed.

8.4.4 Outputs. No reports are printed during this process.

8.5 Customer Information File Inquiry Process. Use this process to review information for a customer listed on the Customer Information File. This information must be accurate because it is used throughout TISA processing and for STANFINS.

8.5.1 Processing Restrictions. None.

8.5.2 Processing Materials. A copy of the Customer Information File Report (PCN AJK-CIF) gives you the necessary data for each customer.

AIS Manual 25-L37-AJK-ATT-EM-1
1 July 2001

8.5.3 Customer Information File Inquiry Screen AJK-654. To review a customer file, select C from the Inquiries Menu. The Customer Information File Inquiry Screen (fig. 8.5-1) is displayed. The cursor is positioned in the ENTER CUSTOMER ID field.

```
[
DATE : [02 May 92]          CUSTOMER INFORMATION FILE INQUIRY          ]
                                AJK-654

                                ENTER CUSTOMER ID: [YDF002]

                                TO EXIT TO THE PROCESS INTERRUPT MENU, DEPRESS THE INTERRUPT KEY !

ENTER THE CUSTOMER ID FOR THE FACILITY TO BE REVIEWED, THEN DEPRESS <Esc> !
```

Figure 8.5-1. Customer Information File Inquiry Screen (AJK-654).

- a. Enter a customer ID code for an activity you want to review. Press [ESC] and the Customer Information File Inquiry Screen AJK-655 (fig. 8.5-2) is displayed.
- b. If the customer ID code is invalid, the message: **Entered CUSTOMER ID Is Not On The Customer Information File!** is displayed. The cursor moves back to the start of the ENTER CUSTOMER ID field. You can correct your entry.
- c. To interrupt processing, press [DELETE]. The Process Interrupt Ring Menu is displayed. See paragraph 8.5.5 for processing instructions.

8.5.5 Process Interrupt Ring Menu. Use this ring menu (fig. 8.5-3) to continue processing, start over, return to the Reports and Inquiries Command Menu, or exit processing.

PROCESS INTERRUPT: CONTINUE START OVER DISCARD & RETURN EXIT Ignore Interrupt And Continue Normal Processing On This Screen !
--

Figure 8.5-3. Process Interrupt Ring Menu.

- a. Select CONTINUE and you can continue processing this inquiry.
- b. Select START OVER and the Inquiries Menu is displayed.
- c. Select DISCARD & RETURN and the Reports and Inquiries Command Menu is displayed.
- d. Select EXIT and the system login screen is displayed.

8.5.6 Outputs. No reports are printed during this process.

8.6 Reports Subfunction.

a. Use the Reports subfunction to print reports which provide management information for the Troop Issue Subsistence Officer (TISO). This subfunction contains seven processes and two exit options:

- (1) Issue Frequency Schedule (para 8.7).
- (2) 2969-R Report (para 8.8).
- (3) Not In Stock Reports (para 8.9).
- (4) Open Due-in Listing (para 8.10).
- (5) MIF Price List (para 8.11).
- (6) MIF Price Change List (para 8.12).
- (7) Reprint Reports (para 8.13).

b. To review the processes in Reports, select B from the Reports and Inquiries Command Menu. The Reports Menu (fig. 8.6-1) is displayed.

AIS Manual 25-L37-AJK-ATT-EM-1
1 July 2001

REPORTS : A B C D E F G R X			
Issue Frequency (ARCS/FRIS) Schedule !			
DATE: 23 JUN 90	REPORTS MENU		AJK-822
OPTION CODE	DESCRIPTION	OPTION CODED	DESCRIPTION
A	ISSUE FREQUENCY SCHEDULE	B	2969-R REPORT
C	NOT-IN-STOCK REPORT	D	OPEN DUE-IN LISTING
E	MIF PRICE LIST	F	MIF PRICE CHANGE LIST
G	REPRINT REPORTS		
R	RETURN TO THE REPORTS AND INQUIRIES COMMAND MENU		
X	EXIT FROM TISA PROCESSING		
ENTER THE DESIRED OPTION CODE THRU RING MENU SELECTION.OPTION CODE:			

Figure 8.6-1. Reports Menu.

8.7 Issue Frequency Schedule Report Process. Use this process to print an issue frequency schedule report for ARCS customers. You can print a report for this month or next.

8.7.1 Processing Restrictions. An issue frequency schedule report must be created in the Files Maintenance Function before ou can print this repor. See paragraph 7.7 processing instructions.

8.7.2 Processing Materials. None.

AIS Manual 25-L37-AJK-ATT-EM-1
1 July 2001

8.7.3 Issue Frequency Schedule Report Options Screen AJK-632. To print an issue frequency schedule for ARCS customers, select A from the Reports Menu. The Issue Frequency Schedule Report Screen (fig. 8.7-1) is displayed. The cursor is positioned in the ENTER REPORT PERIOD MONTH field.

```
[
DATE: [23 JUN 90]          ISSUE FREQUENCY SCHEDULE REPORT OPTIONS          ]
                                                                    AJK-632

                [JUN]          ENTER REPORT PERIOD MONTH

                WHEN FINISHED ENTERING THE MONTH, PRESS <ESCAPE> [ ]
```

Figure 8.7-1. Issue Frequency Schedule Report Screen (AJK-632).

- a. Enter the month (current or next) in mmm format and press [ESC].

(1) If an issue schedule is on file, the following messages are displayed: **Searching Issue Frequency File. Please Wait. Data for entered month is on file. Please wait for report. Issue Frequency Schedule being generated. Please wait; then, Issue Frequency Schedule has been generated.** After the Issue Frequency Schedule Report (PCN AJK-6G1) is printed, the Reports Menu is displayed.

OR

(2) If no issue schedule is on file, the following messages are displayed: **Searching Issue Frequency File. Please Wait. There is no data on field for entered month; then, Negative report is being generated. Please wait.** After the Issue Frequency Schedule Report (PCN AJK-6G1) - Negative is printed, the Reports Menu is displayed.

OR

- b. Press [ENTER] and the cursor moves back to the ENTER REPORT PERIOD MONTH field. You can enter another month.

AIS Manual 25-L37-AJK-ATT-EM-1
1 July 2001

c. To interrupt processing, press [DELETE]. A Process Interrupt Ring Menu is displayed. See paragraph 8.7.4 for processing instructions.

8.7.4 Process Interrupt Ring Menu. Use this ring menu (fig. 8.7-2) to continue processing, start over, return to the Reports Menu, or exit processing.

PROCESS INTERRUPT: CONTINUE START OVER DISCARD & RETURN EXIT
Ignore interrupt and continue normal processing on this screen

Figure 8.7-2. Interrupt Ring Menu.

- a. Select CONTINUE and you can continue processing issue frequency schedule reports.
- b. Select START OVER and you can restart this process.
- c. Select DISCARD & RETURN and the Reports Menu is displayed.
- d. Select EXIT and the system login screen is displayed.

8.7.5 Outputs.

a. The ARCS Issue Frequency Schedule Report (PCN AJK-6G1) is printed during this process. See appendix C for examples of these reports.

b. AR 25-400-2 lists the file numbers and retention periods for Food Service Program Files. AFMIS reports are not included in the current listings. Use the following information to file your reports:

(1) File No. 30-18d, TISA Reports (2-year file).

(2) Cut off this file at the end of the fiscal year. Keep the monthly ARCS Issue Frequency Schedule Report on file until you print a new one. Destroy the old report when you no longer need it.

8.8 DA Form 2969-R Report Process. Use this process to print a summary of headcount, meal, and cost data for TISA's monthly food cost and feeding strength summary.

8.8.1 Processing Restrictions. None.

AIS Manual 25-L37-AJK-ATT-EM-1
1 July 2001

8.8.2 Processing Materials. None.

8.8.3 DA Form 2969-R Report. To print a 2969-R Report, select B from the Reports Menu. This report is used to summarize, on a monthly basis, feeding strength and food cost data for meals served in active Army dining facilities.

- a. A message is displayed: **2969-R Report Process Has Been Initiated ! Please Wait !**
- b. The following options (fig. 8.8-1) are displayed:

```
ENTER A (1) TO GENERATE REVIEW 2969-R REPORT (CURRENT MONTH) !  
ENTER A (2) TO GENERATE 2969-R REPORT FOR PREVIOUS MONTH !  
ENTER A (3) TO EXIT FROM THIS PROCESS!  
  
>>>>-----> 1
```

Figure 8.8-1. 2969-R Report Options.

- (1) Enter 1 to print a review of the 2969-R Report for the current month.
 - (2) Enter 2 to print the 2969-R Report for the previous month.
 - (3) Enter 3 and the system login screen is displayed.
- c. Press [ENTER] after you make a selection.
 - d. When you enter 1 or 2, the following messages are displayed: **Program Creating First Page Of 2969-R Report Is Executing !**; then, **Program creating second page of 2969-R Report is executing !**; then, **Program creating third page of 2969-R Report is executing !**; then, **Food Cost And Feeding Strength Summary Has Been Generated !**
 - e. After the report is printed, the Reports Menu is displayed.

8.8.4 Outputs.

- a. The Food Cost And Feeding Strength Summary Report (PCN AJK-6H1) is printed during this process. See appendix C for an example of this report.

AIS Manual 25-L37-AJK-ATT-EM-1
1 July 2001

b. AR 25-400-2 lists the file numbers and retention periods for Food Service Program Files. AFMIS reports are not included in the current listings. Use the following information to file your report:

(1) File No. 30-18d, TISA Reports (2-year file).

(2) Cut off this file at the end of the fiscal year, retain for 2 years, then destroy. For example:

COFF: 30 Sep 01 DEST: Oct 03

8.9 Not In Stock Reports Process. Use this process to print a list of items with zero balances on hand (BOH), and a list of items projected to be out of stock within a 45-day period.

8.9.1 Processing Restrictions. None.

8.9.2 Processing Materials. None.

8.9.3 Not In Stock Reports. To print the Not In Stock and Projected Not In Stock Reports, select C from the Reports Menu.

a. The following messages are displayed at the top of the screen: **NOT-IN-STOCK PROCESS IS EXECUTING (2 programs) ! Please Wait !**; then, **Not-In-Stock Report Is Being Generated ! Please Wait !**; then, **Not-In-Stock Report Has Been Generated !**

b. After the Not In Stock Report is printed, the system gathers information for the Projected Not In Stock Report. The following messages are displayed: **Projected Not-In-Stock Report Being Generated ! Please Wait !**; then, **Projected Not-In-Stock Report Has Been Generated !**

c. After the reports are printed, the Reports Menu is displayed.

8.9.4 Outputs.

a. The Not In Stock Report (PCN AJK-6I1) and the Projected Not In Stock Report (PCN AJK-6I2) are printed during this process. See appendix C for examples of these reports.

b. AR 25-400-2 lists the file numbers and retention periods for Food Service Program Files. AFMIS reports are not included in the current listings. Use the following information to file your reports:

(1) File No. 30-18d, TISA Reports (2-year file).

AIS Manual 25-L37-AJK-ATT-EM-1
1 July 2001

(2) Cut off this file each fiscal year. Keep these reports on file until you print new ones. Destroy the old reports when you no longer need them.

8.10 Open Due-in Listing Report Process. Use this process to create a list of Defense Supply Center Philadelphia (DSCP) items due-in to TISA. Use this report to complete the Process Receipts process (para 5.5.1).

8.10.1 Processing Restrictions. None.

8.10.2 Processing Materials. None.

8.10.3 Open Due-in Listing Report. To print the Open Due-in Listing Report, select D from the Reports Menu.

a. The following messages are displayed: **Open Due-In Listing Is Being Generated! Please Wait !**; then, **Open Due-In Listing Has Been Generated !**

b. After the report is printed, the Reports Menu is displayed.

8.10.4 Outputs.

a. The Open Due-in Listing Report (PCN AJK-6J1) is printed during this process. See appendix C for an example of this report.

b. AR 25-400-2 lists the file numbers and retention periods for Food Service Program Files. AFMIS reports are not included in the current listings. Use the following information to file your report:

(1) File No. 30-18d, TISA Reports (2-year file).

(2) Cut off this file each fiscal year. Keep this report on file until you print a new one. Destroy the old report when you no longer need it.

8.11 MIF Price List Report Process. Use this process to print a quarterly price list for items appearing on the Master Item File (MIF). These items are separated by commodity group (perishable or semiperishable).

8.11.1 Processing Restrictions. None.

8.11.2 Processing Materials. None.

AIS Manual 25-L37-AJK-ATT-EM-1
1 July 2001

8.11.3 MIF Price List Report. To print the MIF Price List Report, select E from the Reports Menu.

a. The following messages are displayed at the top of the screen: **The MIF Price List Is Being Generated ! Please Wait !**; then, **MIF Price Listing Has Been Generated !**

b. After the report is printed, the Reports Menu is displayed.

8.11.4 Outputs.

a. The MIF Price List Report (PCN AJK-6K1) is printed during this process. See appendix C for an example of this report.

b. AR 25-400-2 lists the file numbers and retention periods for Food Service Program Files. AFMIS reports are not included in the current listings. Use the following information to file your report:

(1) File No. 30-18d, TISA Reports (2-year file).

(2) Cut off this file at the end of the fiscal year. Keep this report on file until you print a new one. Destroy the old report when you no longer it.

8.12 MIF Price Change List Report Process. Use this process to print a list of items from the Master Item File (MIF) which are affected by a monthly price change.

8.12.1 Processing Restrictions. DSCP must provide a price change update tape before you can print this report.

8.12.2 Processing Materials. None.

8.12.3 MIF Price Change List Report. To print the MIF Price Change List Report, select F from the Reports Menu.

a. The following messages are displayed at the top of the screen: **MIF Price Change Listing Is Being Generated ! Please Wait !**; then, **MIF Price Change Listing Has Been Generated !**

b. When price change updates are not on file, a message is displayed: **No Records Found For MIF Price Change Listing !**

c. After the report is printed, the Reports Menu is displayed.

8.12.4 Outputs.

a. The MIF Price Change List Report (PCN AJK-6L1) is printed during this process. See appendix C for an example of this report.

b. AR 25-400-2 lists the file numbers and retention periods for Food Service Program Files. AFMIS reports are not included in the current listings. Use the following information to file your report:

AIS Manual 25-L37-AJK-ATT-EM-1
1 July 2001

(1) File No. 30-18d, TISA Reports (2-year file).

(2) Cut off this file at the end of the fiscal year. Keep this report on file until you print a new one. Destroy the old report when you no longer need it.

8.13 Reprint Reports Process. Use this process to display information for a specific report or to reprint a report.

8.13.1 Processing Restrictions. None.

8.13.2 Processing Materials. None.

8.13.3 Reprint Reports Screen AJK-874. To print extra copies of reports or replace lost ones, select G from the Reports Menu. The Reprint Reports Screen (fig. 8.13-1) is displayed.

```
[
DATE : [26 May 92]                REPRINT REPORTS                AJK-874
]

PRODUCT CONTROL NUMBER (PCN)      AJK - [VS1]

DATE PRINTED                       [ 22][MAY][92]
                                   DD  MMM  YY

WHEN FINISHED ENTERING REPORT SELECTION CRITIERIA, DEPRESS <ESC>

ENTER THE PCN OF REPORT TO PRINT OR LEAVE BLANK
```

Figure 8.13-1. Reprint Reports Screen (AJK-874).

a. Enter a product control number and press [ENTER]. Enter the report date and press [ESC].

OR

b. Enter a PCN and press ESC.

AIS Manual 25-L37-AJK-ATT-EM-1
1 July 2001

OR

c. Press [ENTER] to skip to the DATE PRINTED field. Enter the date the report was printed and press [ESC].

OR

d. If you don't know the PCN or date, press [ESC] with no entry. A message is displayed: **SEARCHING REPORT CONTROL LOG . . . PLEASE WAIT.**

(1) When you press [ESC] and a report is not on file, an error message is displayed.

(2) When you press [ESC] and the report is on file, the Reprint Reports Screen is displayed.

8.13.4 Reprint Reports Screen AJK-875. Use this screen (fig. 8.13-2) to select the reports you want to print. This screen displays the operator ID, terminal ID, PCN, date printed, print time, and a description of the report. The cursor is positioned in PRINT IND field for the first report. Ten reports can be displayed at a time.

[]					
DATE :		[26 May 92]		REPRINT REPORTS				AJK-875			
[PCN/DATE PRINT]		PCN:		[AJK-VS1]		DATE PRINTED:		[22 May 92]			
OPERATOR	TERMINAL	PRINT	DESCRIPTION OF REPORT			PRINT					
ID	ID	TIME				IND					
[uz84] [tty37] [12:21:12]	[INVENTORY ADJUSTMENT] [P]					
[uz84] [tty37] [15:05:02]	[INVENTORY ADJUSTMENT] []					
[u922] [tty38] [15:05:12]	[INVENTORY ADJUSTMENT] [P]					
[uy06] [tty36] [15:05:22]	[INVENTORY ADJUSTMENT] []					
[uz90] [tty45t] [15:05:44]	[INVENTORY ADJUSTMENT] []					
[u925] [tty31t] [15:06:15]	[INVENTORY ADJUSTMENT] []					
[] [] [[] []					
[] [] [[] []					
[] [] [[] []					
[] [] [[] []					
WHEN FINISHED SELECTING REPORT(S), DEPRESS <ESC>											
Enter 'P' to print this report or leave blank.											

Figure 8.13-2. Reprint Reports Screen (AJK-875).

AIS Manual 25-L37-AJK-ATT-EM-1
1 July 2001

a. Enter P in the PRINT IND field for each report you want and press [ENTER]. The cursor moves to the next line.

b. When you finish your entries, press [ESC]. All reports with a P in the PRINT IND field are printed.

NOTE: TISA and TISA-W reports are stored in the system for a 7-day period. Reports for the PCN and date you select are shown in blocks of 200. When you finish selecting reports from the first block, press [ESC]. The next block of 200 reports is displayed. After you select the reports you want to print, press [ESC]. The Reprint More Reports Ring Menu is displayed.

c. Repeat steps a and b to select more reports. When all reports are selected, press [ESC]. When you select the last available report and press [ESC], the Reprint More Reports Ring Menu is displayed. See paragraph 8.13.5 for processing instructions.

d. To interrupt processing, press [DELETE]. The Process Interrupt Ring Menu is displayed. See paragraph 8.13.6 for processing instructions.

8.13.5 Reprint More Reports Ring Menu. Use this ring menu (fig. 8.13-3) to select another report, return to the Reports Menu, or exit processing.

```
REPRINT MORE REPORTS:  SELECT  RETURN  eXit  
Select another report for printing.
```

Figure 8.13-3. Reprint More Reports Ring Menu.

- a. Choose SELECT and the Reprint Reports Screen AJK-874 (fig. 8.13-1) is displayed.
- b. Select RETURN and the Reports Menu is displayed.
- c. Select eXit and the system login screen is displayed.

8.13.6 Process Interrupt Ring Menu. Use this ring menu (fig. 8.13-4) to continue processing, start over, return to the Reports Menu, or exit processing.

PROCESS INTERRUPT: Continue Start Over Discard & Return eXit Ignore interrupt and continue normal processing on this screen.

Figure 8.13-4. Process Interrupt Ring Menu.

- a. Select Continue and you can continue processing on the same screen.
- b. Select Start Over and the Reprint Reports Screen AJK-874 is displayed.
- c. Select Discard & Return and the Reports Menu is displayed.
- d. Select eXit and the system login screen is displayed.

8.13.7 Outputs. Reports printed during this process depend on which PCNs you select. See appendix C for examples of these reports.

8.13.8 Other. Reports can also be printed using the TISA Batch Processes function (see paragraph 11.3.4).

Blank Page