PCGENESIS TECHNICAL SYSTEM OPERATIONS GUIDE

12/20/2023

Section C: PCGenesis Printing

[Topic 3: PCGenesis System Log Reports, V1.0]

Revision History

Date	Version	Description	Author
12/20/2023	1.0	23.04.00 – New document.	D. Ochala

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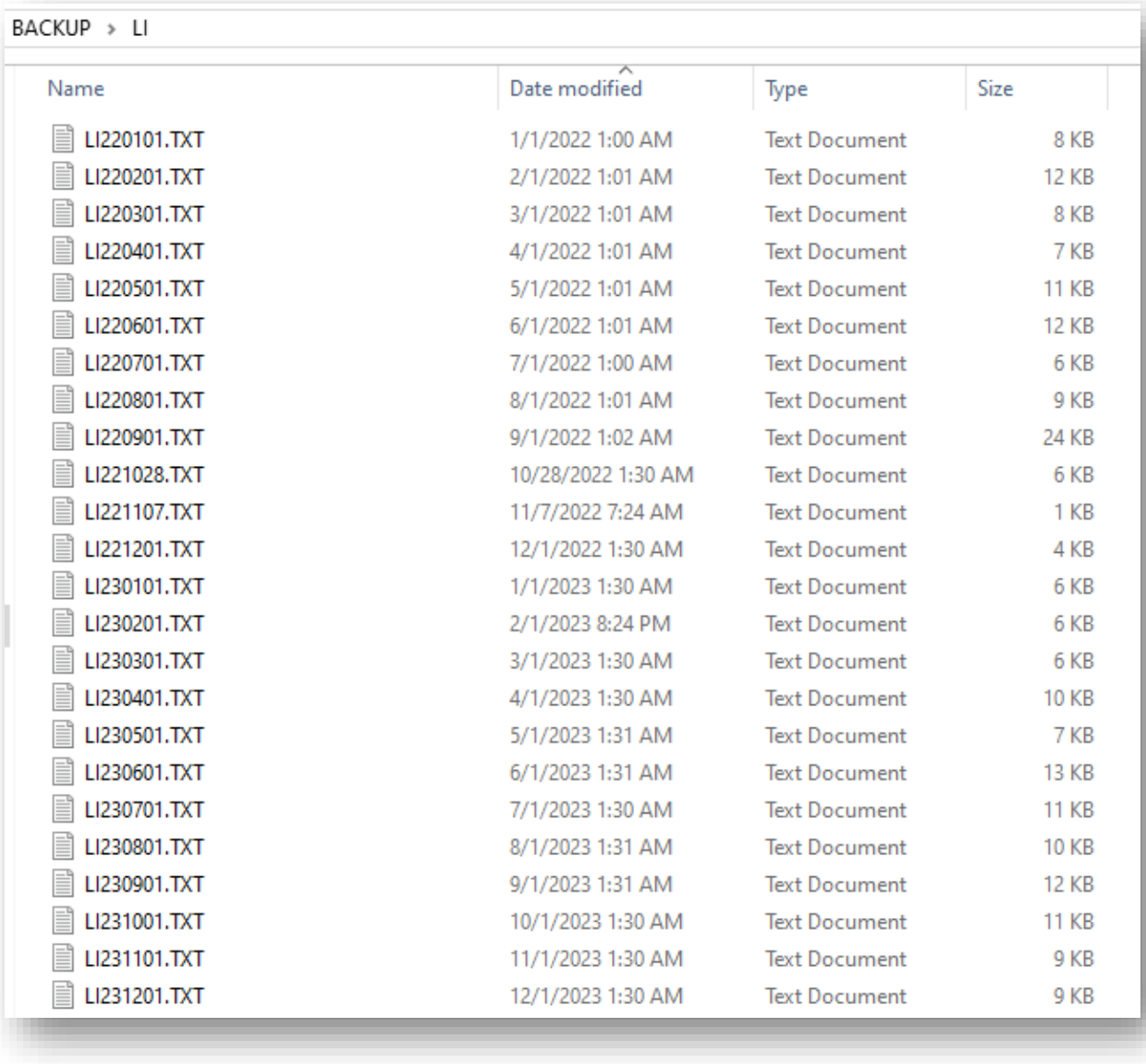
Overview

PCGenesis offers several system log reports.

Current User Logon History: The *Print Current Logon History* prints a listing of PCGenesis users who are currently logged into PCGenesis, and a listing of the date and time activity by *user ID*.

Monthly copies of the *Detail for Current USERLIST Report* are available in the **K:\BACKUP\LI** directory on the PCGenesis server, as shown below. The filenames are in the format of **LI*yymmdd*** where *yymmdd* is the date the summary was created. The PCGenesis system keeps up to two years of logon summaries available in the **K:\BACKUP\LI** directory.



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Schema Backup Log Report: The *Schema Backup Log Report* is useful in determining the correct restore point for FARDATAQ, PAYDATAQ, PAYDATAD, or SANDBOXQ, when a system issue has occurred. The report lists the date and time the restore point was created, the schema name, the completion status, a comment, and the user id of the person who created the restore point. The report allows selection by schema type, database type, user id and/or by date range.

The *PCGenesis schema* are as follows:

- **PAY / D – PAY**.tables in **PCG_D_DB** (equivalent of PAYDATAD**)**
- **PAY / Q – PAY**.tables in **PCG_Q_DB** (equivalent of PAYDATAQ**)**
- **FAR / Q – FAR**.tables in **PCG_Q_DB** (equivalent of FARDATAQ**)**
- **SAND / Q – SAND**.tables in **PCG_Q_DB** (equivalent of SANDDATAQ**)**

Transaction Financial Gatekeeper Log Report: The *Transaction Financial Gatekeeper Log Report* is useful in reporting on financial transactions within PCGenesis. The report lists the starting and ending dates and times of the transaction, the user id of the person who executed the transaction, the transaction description, and if the transaction was completed successfully. The report allows selection by report type, PCGenesis user id, and beginning and ending date ranges.

Transaction Payroll Gatekeeper Log Report: The *Transaction Payroll Gatekeeper Log Report* is useful in reporting on payroll transactions within PCGenesis. The report lists the starting and ending dates and times of the transaction, the user id of the person who executed the transaction, the transaction description, and if the transaction was completed successfully. For the *Transaction Payroll Gatekeeper Log Report*, the employee number targeted by the transaction is also printed, if applicable. When the transaction is for a batch or mass-update process that affects many employees, the employee number displays zeroes. The report allows selection by report type, PCGenesis user id, beginning and ending date ranges, and employee number.

Selecting the Drop-down selection icon ,

(F15 – Code Lookup) or

(F28 – Help Screens) when offered provides additional assistance with the entry of information.

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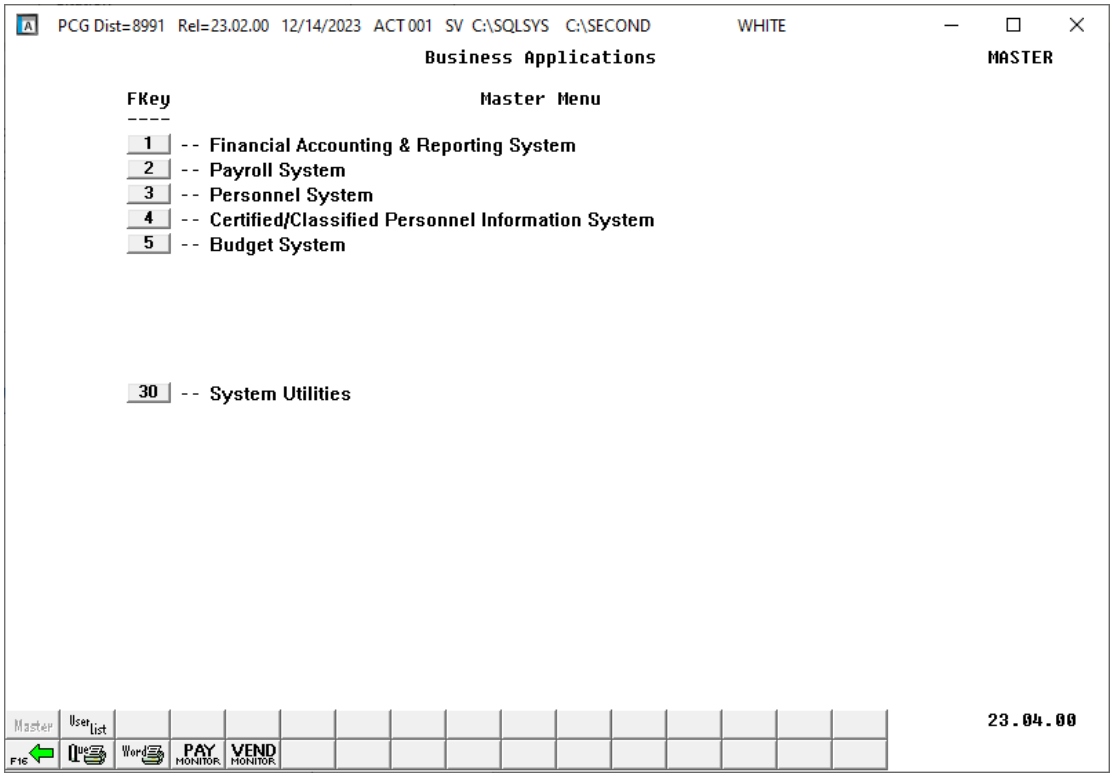
Procedure A: Print the Current User Logon History



Step	Action
1	Select 30 (**F30** – System Utilities).

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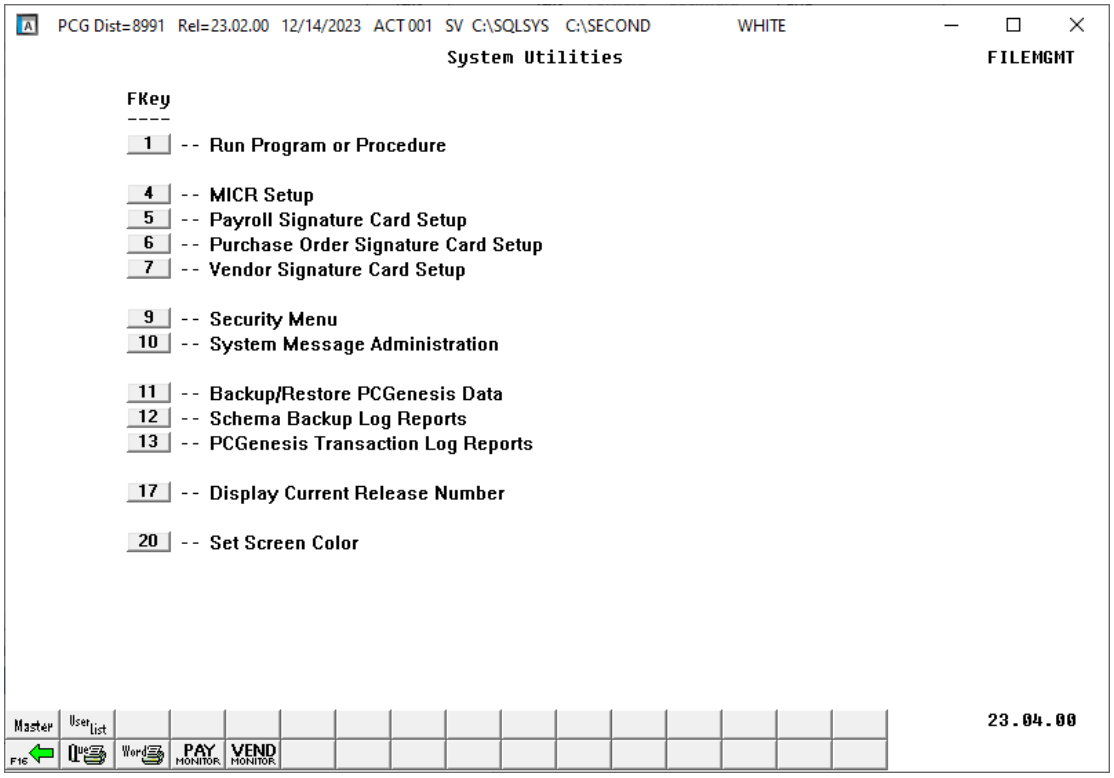

Step	Action
2	Select **9** (**F9** - Security Menu).

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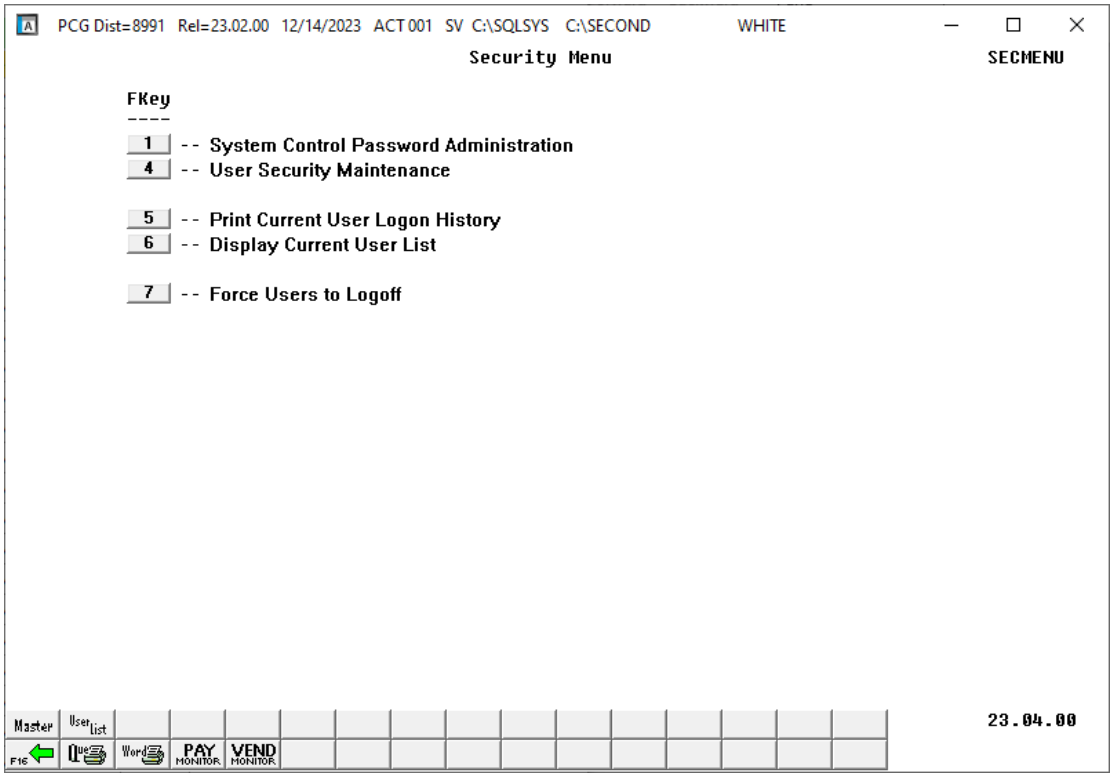
The following screen displays:



Step	Action
3	Select 5 (**F5** – Print Current User Logon History).

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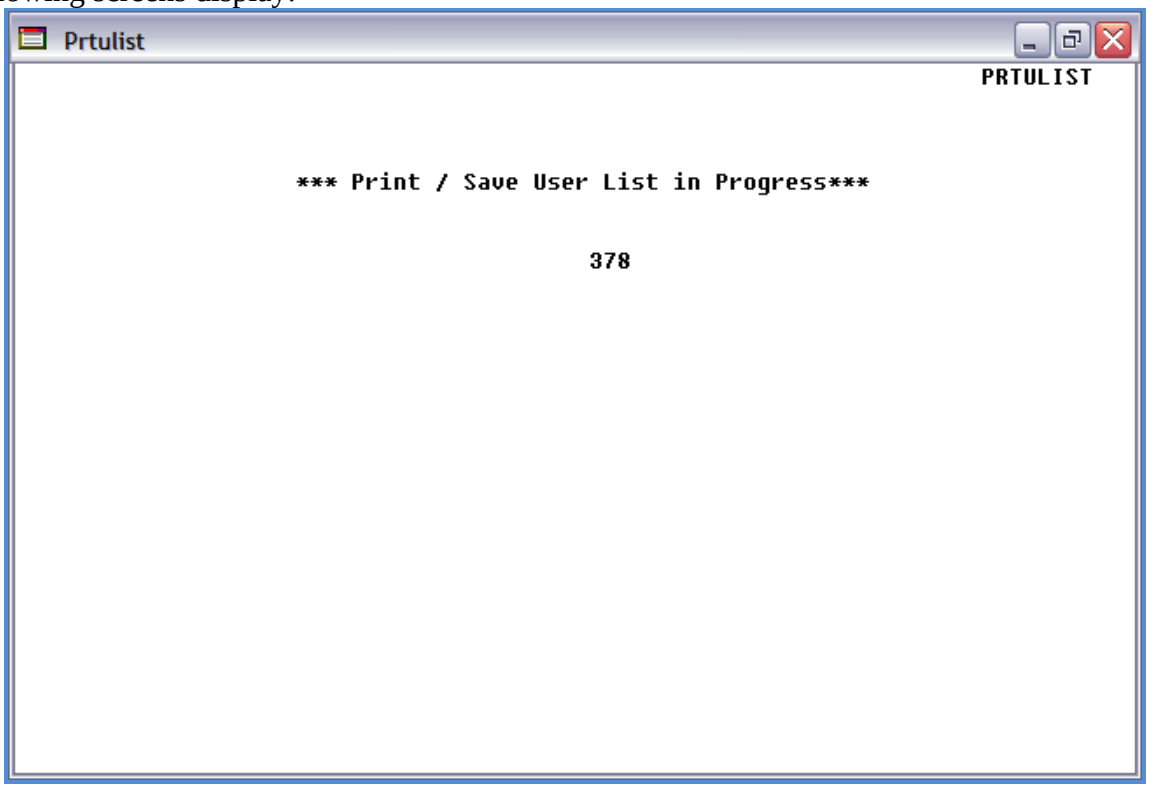
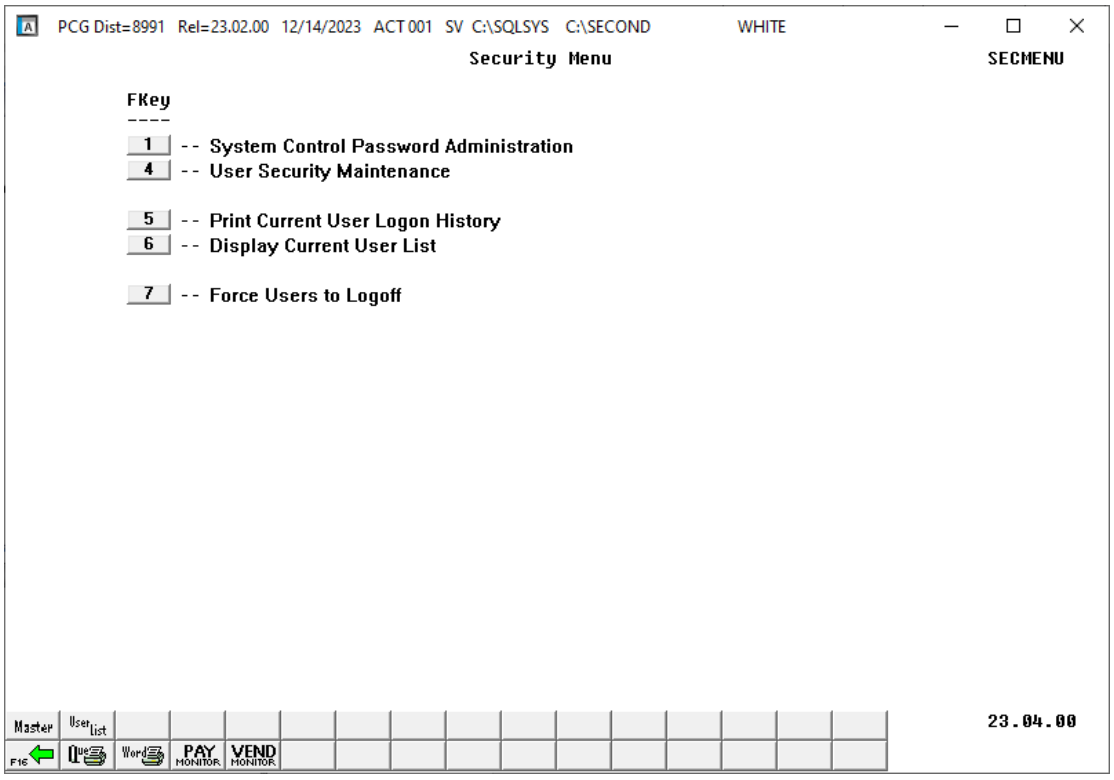
The following screens display:





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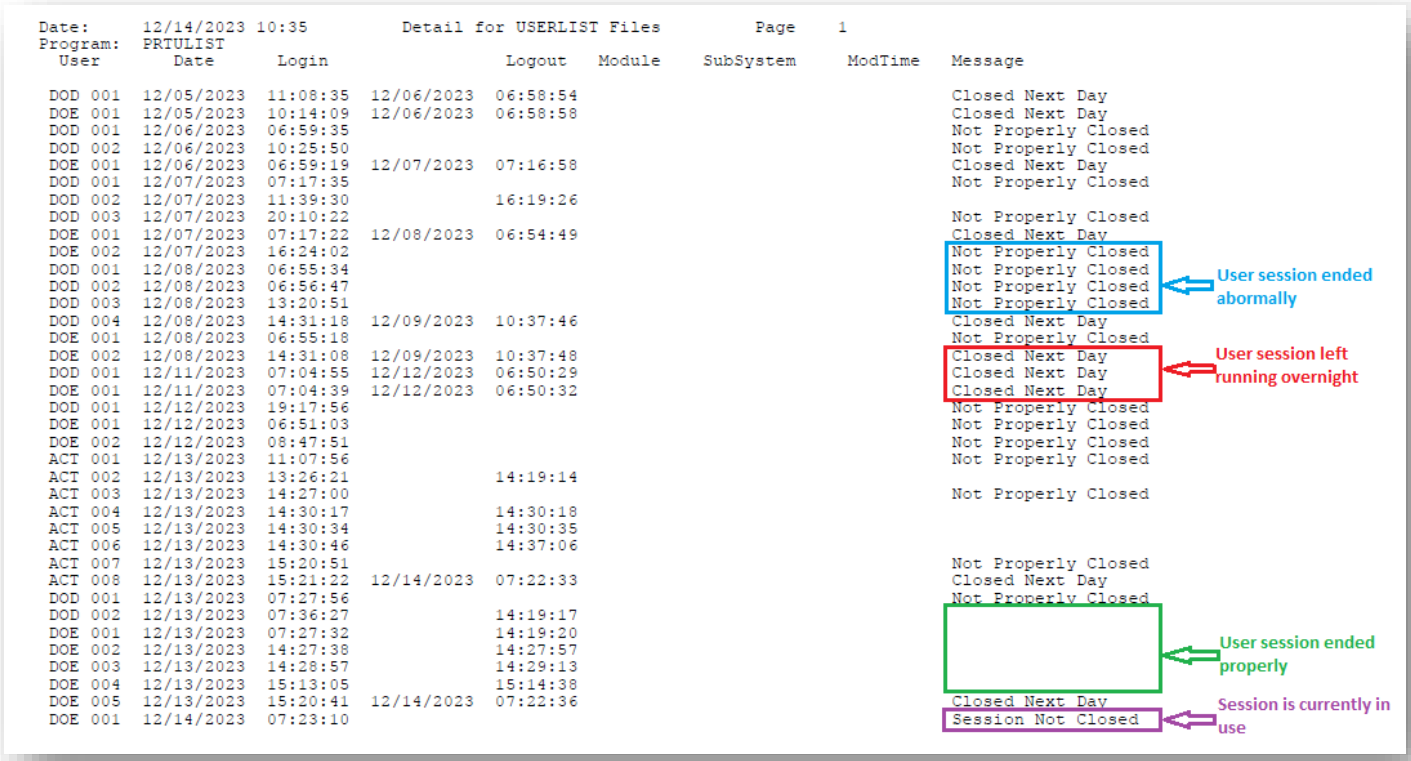
Step	Action
4	**To print the report via the Uqueue Print Manager:** Select (**Uqueue**). **To print the report via Microsoft® Word:** Select (**MS WORD**). Follow the instructions provided in the *Technical System Operations Guide*, *User Interface Procedures, Creating the Microsoft®-PCGenesis QWORD Macro for Report Printing* to create the macro necessary to use the feature where appropriate.

A1. Detail for Current USERLIST Report - Example



```
Date:     12/14/2023 10:35          Detail for USERLIST Files          Page    1
Program:  PRTULIST
  User       Date       Login                 Logout    Module    SubSystem     ModTime   Message

 DOD 001   12/05/2023  11:08:35  12/06/2023  06:58:54                                     Closed Next Day
 DOE 001   12/05/2023  10:14:09  12/06/2023  06:58:58                                     Closed Next Day
 DOD 001   12/06/2023  06:59:35                                                           Not Properly Closed
 DOD 002   12/06/2023  10:25:50                                                           Not Properly Closed
 DOE 001   12/06/2023  06:59:19  12/07/2023  07:16:58                                     Closed Next Day
 DOD 001   12/07/2023  07:17:35                                                           Not Properly Closed
 DOD 002   12/07/2023  11:39:30              16:19:26
 DOD 003   12/07/2023  20:10:22                                                           Not Properly Closed
 DOE 001   12/07/2023  07:17:22  12/08/2023  06:54:49                                     Closed Next Day
 DOE 002   12/07/2023  16:24:02                                                           Not Properly Closed
 DOD 001   12/08/2023  06:55:34                                                           Not Properly Closed
 DOD 002   12/08/2023  06:56:47                                                           Not Properly Closed
 DOD 003   12/08/2023  13:20:51                                                           Not Properly Closed
 DOD 004   12/08/2023  14:31:18  12/09/2023  10:37:46                                     Closed Next Day
 DOE 001   12/08/2023  06:55:18                                                           Not Properly Closed
 DOE 002   12/08/2023  14:31:08  12/09/2023  10:37:48                                     Closed Next Day
 DOD 001   12/11/2023  07:04:55  12/12/2023  06:50:29                                     Closed Next Day
 DOE 001   12/11/2023  07:04:39  12/12/2023  06:50:32                                     Closed Next Day
 DOD 001   12/12/2023  19:17:56                                                           Not Properly Closed
 DOE 001   12/12/2023  06:51:03                                                           Not Properly Closed
 DOE 002   12/12/2023  08:47:51                                                           Not Properly Closed
 ACT 001   12/13/2023  11:07:56                                                           Not Properly Closed
 ACT 002   12/13/2023  13:26:21              14:19:14
 ACT 003   12/13/2023  14:27:00                                                           Not Properly Closed
 ACT 004   12/13/2023  14:30:17              14:30:18
 ACT 005   12/13/2023  14:30:34              14:30:35
 ACT 006   12/13/2023  14:30:46              14:37:06
 ACT 007   12/13/2023  15:20:51                                                           Not Properly Closed
 ACT 008   12/13/2023  15:21:22  12/14/2023  07:22:33                                     Closed Next Day
 DOD 001   12/13/2023  07:27:56                                                           Not Properly Closed
 DOD 002   12/13/2023  07:36:27              14:19:17
 DOE 001   12/13/2023  07:27:32              14:19:20
 DOE 002   12/13/2023  14:27:38              14:27:57
 DOE 003   12/13/2023  14:28:57              14:29:13
 DOE 004   12/13/2023  15:13:05              15:14:38
 DOE 005   12/13/2023  15:20:41  12/14/2023  07:22:36                                     Closed Next Day
 DOE 001   12/14/2023  07:23:10                                                           Session Not Closed
```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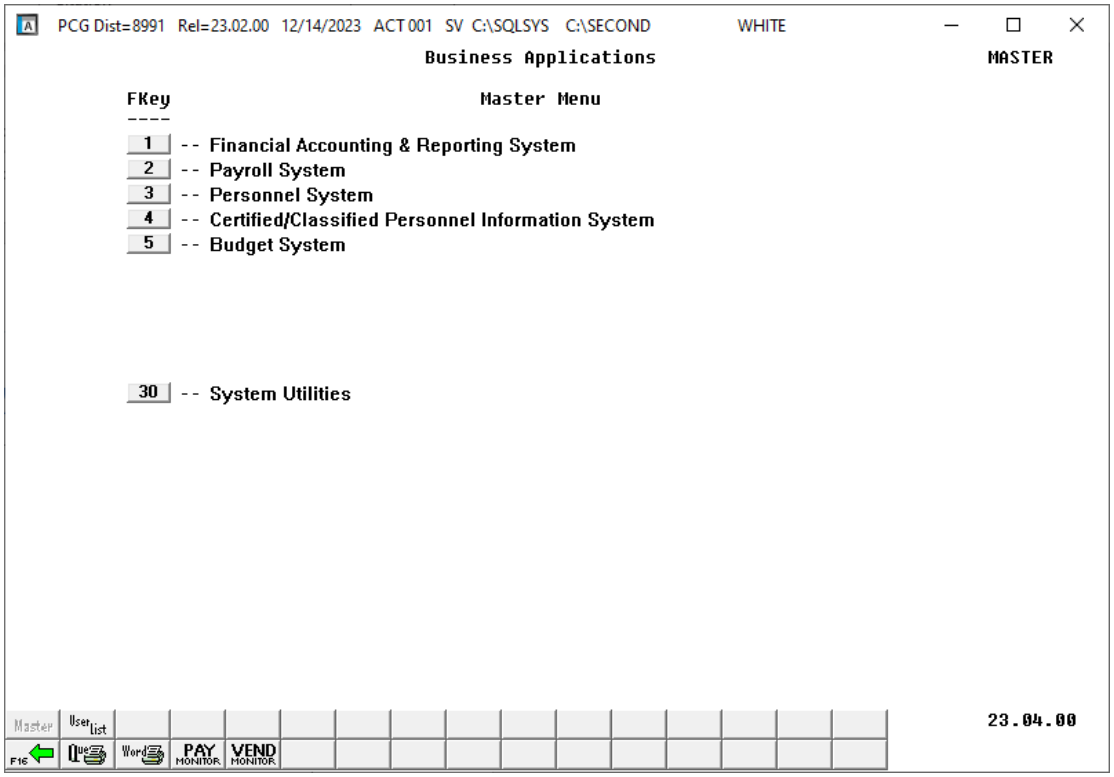
Procedure B: Schema Backup Log Reports



Step	Action
1	Select 30 (**F30** – System Utilities).

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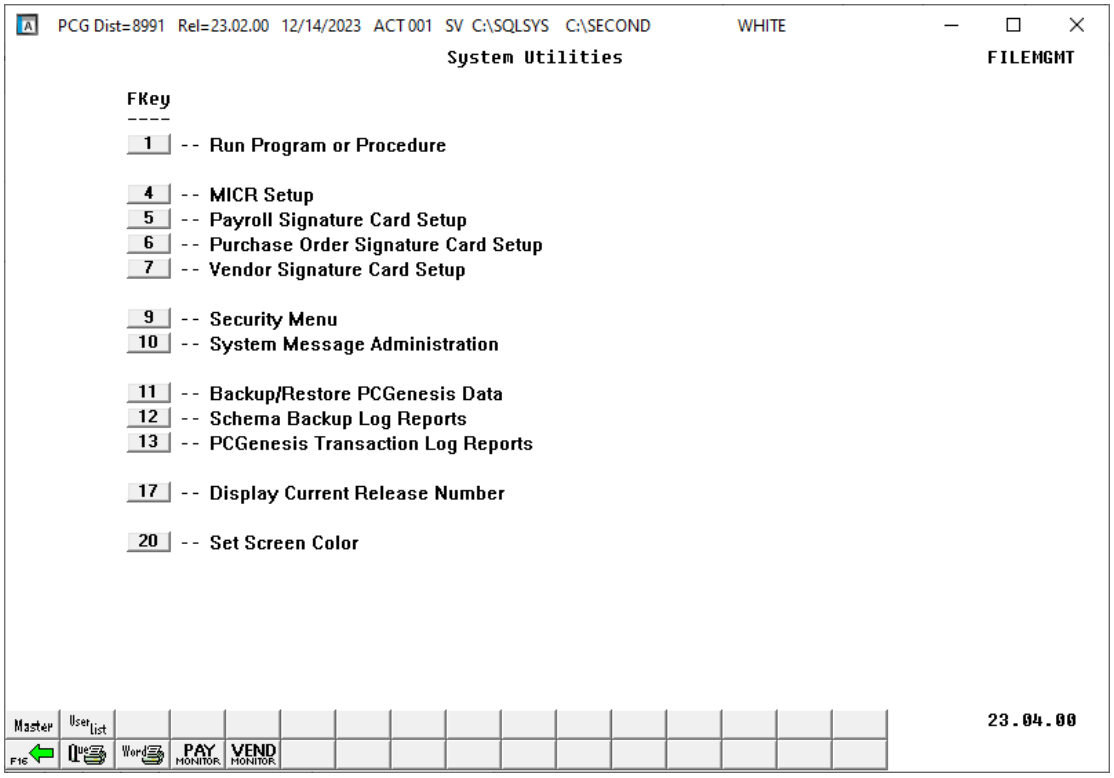
The following screen displays:



Step	Action
2	Select 12 (**F12** – Schema Backup Log Reports).

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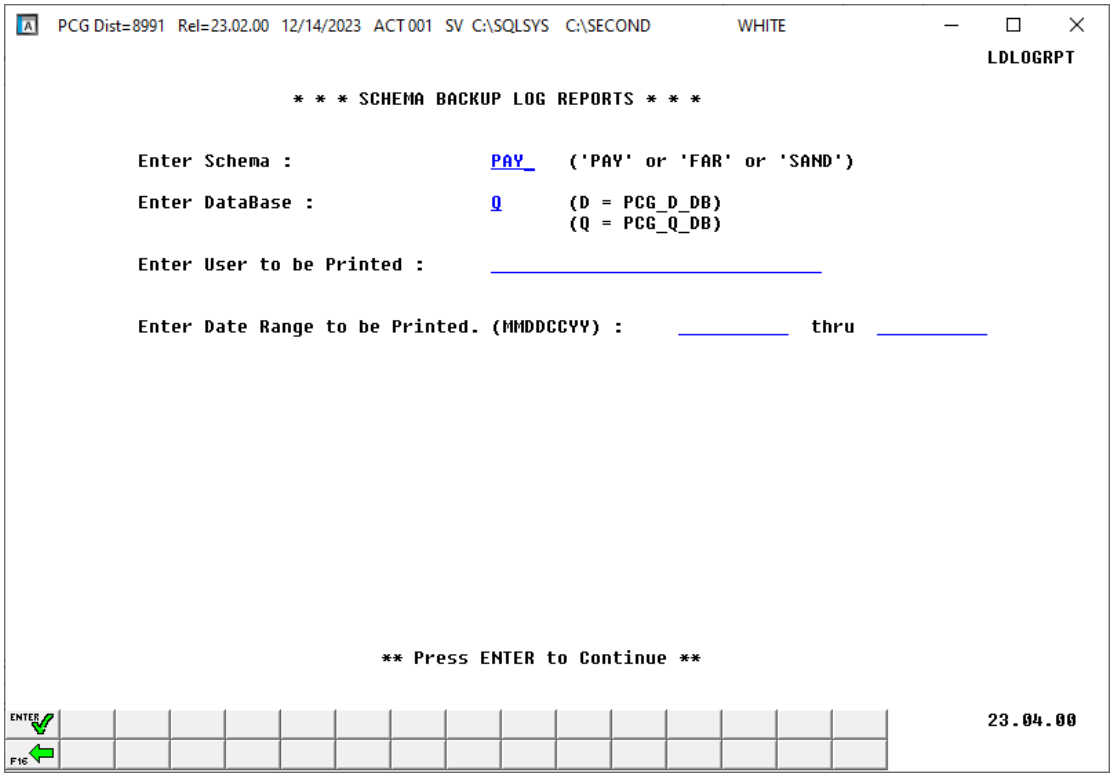
The following screens display:



Step	Action
3	Enter the **Schema Type**: Valid values are '**PAY**' or '**FAR**' or '**SAND**'. Enter the **Database Type**: Valid values: **D** = PCG_D_DB **Q** = PCG_Q_DB **NOTE**: The *PCGenesis schema* are as follows: • **PAY / D – PAY**.tables in **PCG_D_DB** (equivalent of PAYDATAD**)** • **PAY / Q – PAY**.tables in **PCG_Q_DB** (equivalent of PAYDATAQ**)** • **FAR / Q – FAR**.tables in **PCG_Q_DB** (equivalent of FARDATAQ**)** • **SAND / Q – SAND**.tables in **PCG_Q_DB** (equivalent of SANDDATAQ**)**
4	**To select data for an individual user:** Enter the PCGenesis user id in the **Enter User to be Printed** field. **To print data for all users:** Leave the **Enter User to be Printed** field blank.
5	To print a specific date range: Enter the date range (MM/DD/CCYY) in the **Enter Date Range to be Printed** fields. To print for all dates**:** Leave the date range fields blank.

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Step	Action
6	Select (**Enter**) twice.
7	**To print the report via the Uqueue Print Manager:** Select (**Uqueue**). **To print the report via Microsoft® Word:** Select (**MS WORD**). Follow the instructions provided in the *Technical System Operations Guide*, *User Interface Procedures, Creating the Microsoft®-PCGenesis QWORD Macro for Report Printing* to create the macro necessary to use the feature where appropriate.

B1. Schema Backup Log Report - Example

```
REPORT DATE 12/14/2023 12:49:00                          SCHEMA BACKUP LOG REPORT                          PAGE      1

--ID--   -------DATE-TIME-------     --SCHEMA--         --STATUS--          -----COMMENT-----          ---USER---
                                     ---------------------------------REASON-------------------------------------

0716    2023-10-20 12:31:07.000       PAY              Successful          70 tables loaded           DOCHALA
                                     PAYTR3P  - 10/31/2023 Backup PAYDATAQ Just Before Calculating Payroll

0712    2023-10-04 10:36:27.000       PAY              Successful          70 tables loaded           DOE
                                     rebuild Aug Pay

0711    2023-10-03 14:55:19.000       PAY              Successful          70 tables loaded           DOE
                                     PAYTR3P  - 08/28/2023 Backup PAYDATAQ Just Before Calculating Payroll

0710    2023-10-03 11:35:53.000       PAY              Successful          70 tables loaded           DOE
                                     PAYTR3P  - 10/31/2023 Backup PAYDATAQ Just Before Calculating Payroll

0670    2023-08-08 14:55:31.000       PAY              Successful          70 tables loaded           DOE
                                     PAYTR3P  - 06/30/2023 Backup PAYDATAQ Just Before Calculating Payroll

0669    2023-07-26 14:57:56.000       PAY              Successful          70 tables loaded           DOE
                                     PAYTR3P  - 07/28/2023 Backup PAYDATAQ Just Before Calculating Payroll

0667    2023-06-29 14:28:42.000       PAY              Successful          70 tables loaded           DOE
                                     PAYTR3P  - 07/31/2023 Backup PAYDATAQ Just Before Calculating Payroll

0666    2023-06-29 14:06:56.000       PAY              Successful          70 tables loaded           DOE
                                     PAYTR3P  - 07/31/2023 Backup PAYDATAQ Just Before Calculating Payroll

0665    2023-06-29 08:23:06.000       PAY              Successful          35 tables loaded           DOE
                                     PAYTR3P  - 06/30/2023 Backup PAYDATAQ Just Before Calculating Payroll

0664    2023-06-28 16:48:12.000       PAY              Successful          35 tables loaded           DOE
                                     PAYTR3P  - 06/30/2023 Backup PAYDATAQ Just Before Calculating Payroll

0663    2023-06-09 13:45:41.000       PAY              Successful          70 tables loaded           DOE
                                     PAYTR3P  - 04/28/2023 Backup PAYDATAQ Just Before Calculating Payroll

0656    2023-04-27 11:58:18.000       PAY              Successful          35 tables loaded           DOE
                                     PAYTR3P  - 04/28/2023 Backup PAYDATAQ Just Before Calculating Payroll

0655    2023-04-11 13:33:34.000       PAY              Successful          35 tables loaded           DOCHALA
                                     PAYTR3P  - 04/14/2023 Backup PAYDATAQ Just Before Calculating Payroll
```


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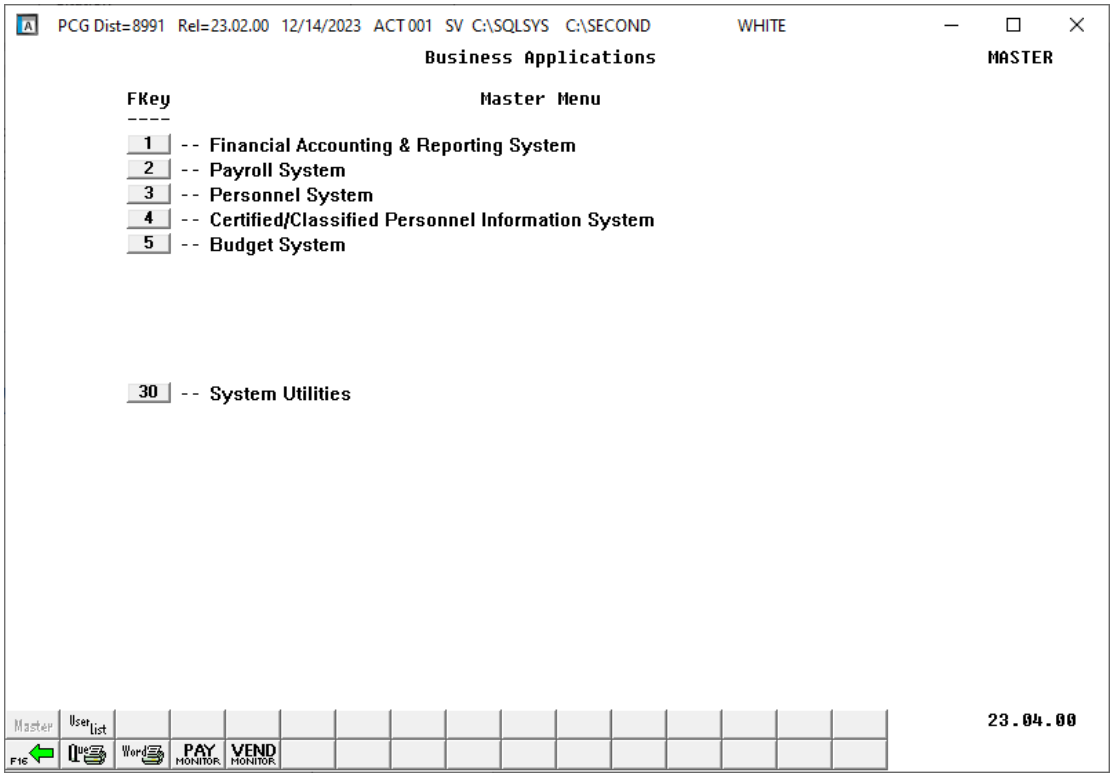
Procedure C: PCGenesis Transaction Log Reports



Step	Action
1	Select 30 (**F30** – System Utilities).

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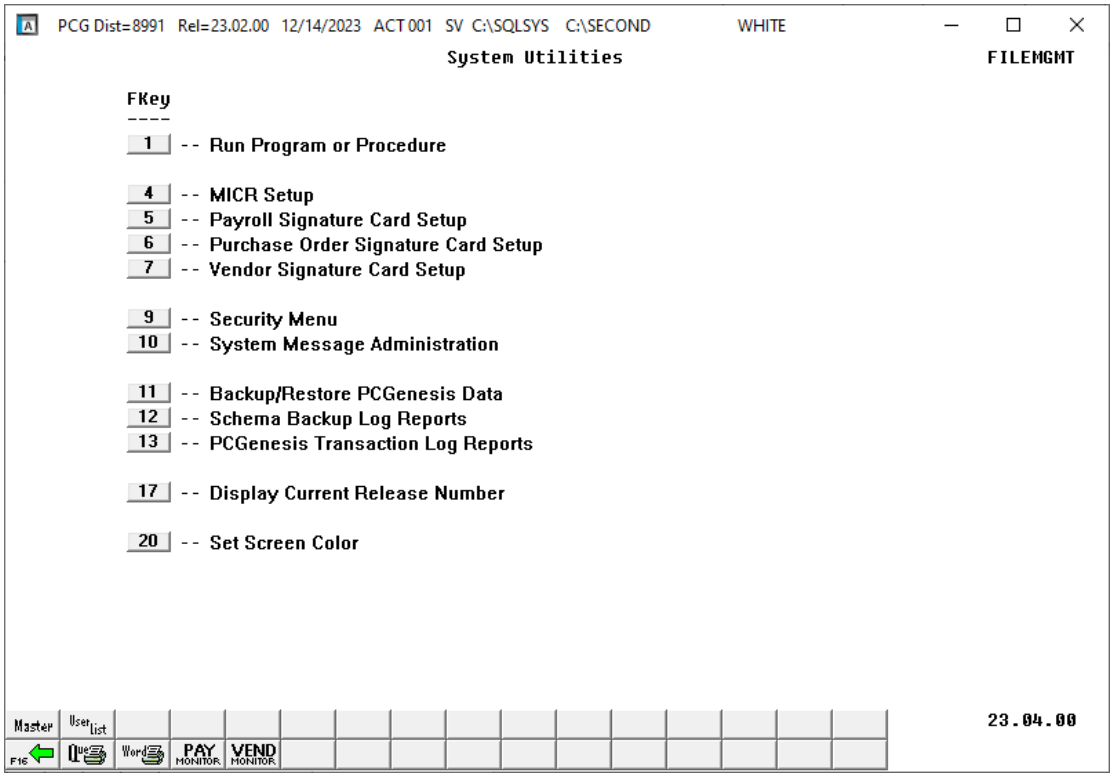
The following screen displays:



Step	Action
2	Select 13 (**F13** – PCGenesis Transaction Log Reports).

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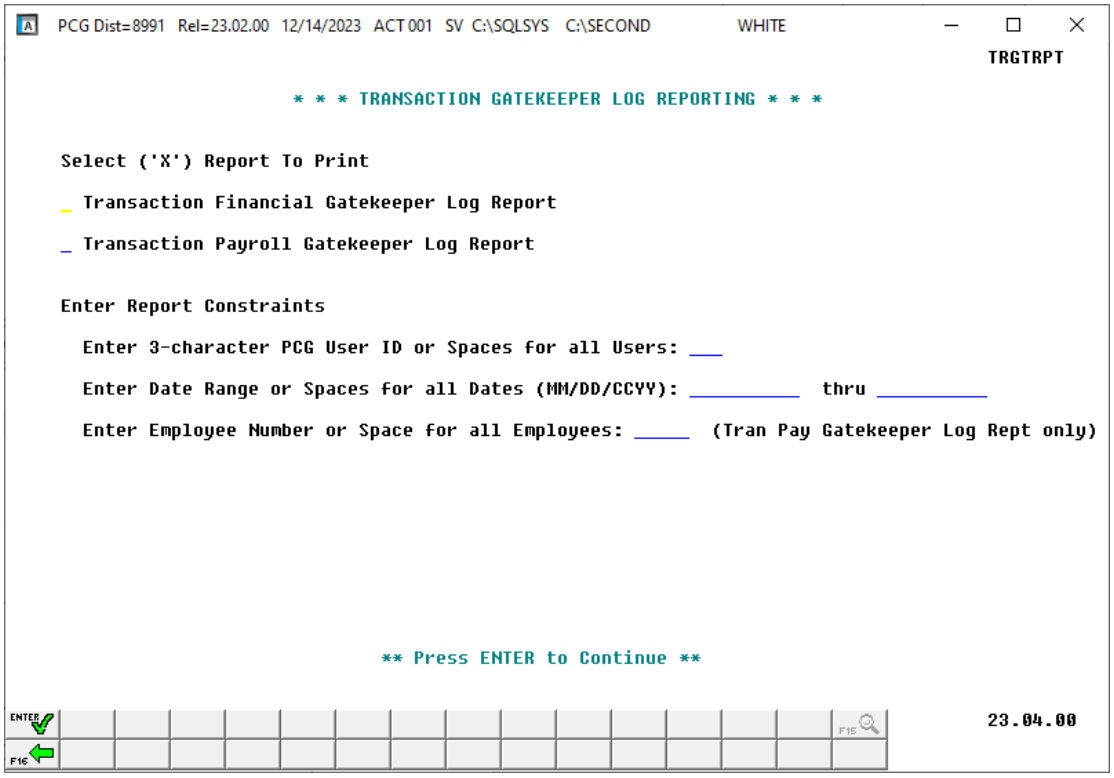
The following screens display:



Step	Action
3	Enter '**X**' to the left of the desired report: • Transaction Financial Gatekeeper Log Report • Transaction Payroll Gatekeeper Log Report
4	To print for an individual user: Enter the 3-character PCGenesis user ID or select the drop-down selection icon in the **Enter 3-character PCG User ID** field. To print for all users**:** Leave the **Enter 3-character PCG User ID** field blank.
5	To print a specific date range: Enter the date range (MM/DD/CCYY) in the **Enter Date Range** fields. To print for all dates**:** Leave the date range fields blank.
6	For the *Transaction Payroll Gatekeeper Log Report*: Enter the employee number or select the drop-down selection icon in the **Enter Employee Number** field. **NOTE**: Not all payroll transactions are identified with a specific employee number. When the payroll transaction is for a batch process that affects many employees, the employee number will be zeroes.
7	Select ENTER (**Enter**) twice.

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Step	Action
8	**To print the report via the Uqueue Print Manager:** Select (**Uqueue**). **To print the report via Microsoft® Word:** Select (**MS WORD**). Follow the instructions provided in the *Technical System Operations Guide*, *User Interface Procedures, Creating the Microsoft®-PCGenesis QWORD Macro for Report Printing* to create the macro necessary to use the feature where appropriate.

C1. Transaction Financial Gatekeeper Log Report - Example

REPORT DATE 12/14/2023 13:17:00 TRANSACTION FINANCIAL GATEKEEPER LOG REPORT PAGE 1

-ID-	----START-DATE-TIME----	-----END-DATE-TIME-----	USER	----------PROCESS----------	------------DESCRIPTION--------------
2801	2023-12-12 08:23:20.174	2023-12-12 08:23:20.549	KRH	Select_Indiv_Payables	Completed Successfully.
2800	2023-12-12 08:05:31.302	2023-12-12 08:05:31.381	AEH	Budg_Acct_Add_or_Update	Completed Successfully.
2799	2023-12-12 07:51:21.624	2023-12-12 07:51:21.890	AEH	Budg_Acct_Add_or_Update	Completed Successfully.
2798	2023-12-11 15:55:18.584	2023-12-11 15:55:19.194	LLJ	Enter_Claim_Post	Completed Successfully.
2797	2023-12-11 11:46:18.514	2023-12-11 11:46:18.999	HMD	Deposit_Post	Completed Successfully.
2796	2023-12-11 11:44:49.745	2023-12-11 11:44:50.167	HMD	Enter_Receipt_Post	Completed Successfully.
2795	2023-12-11 11:41:59.977	2023-12-11 11:42:00.149	CLW	Rev_Acct_Add_or_Update	Completed Successfully.
2794	2023-12-11 10:28:17.270	2023-12-11 10:28:21.457	KRH	Enter_Claim_Post	Completed Successfully.
2793	2023-12-11 10:18:38.717	2023-12-11 10:18:38.983	KRH	Enter_Claim_Post	Completed Successfully.
2792	2023-12-11 09:46:01.160	2023-12-11 09:46:03.800	KRH	EXP1190_Build_FAR.CHECK2	Completed Successfully.
2791	2023-12-11 09:45:46.050	2023-12-11 09:46:01.066	KRH	EXP1150_Vendor_Check_Post	Completed Successfully.
2790	2023-12-11 09:45:25.537	2023-12-11 09:45:30.272	KRH	EXP1000_Build_CHECK1_File	Completed Successfully.
2789	2023-12-11 09:33:03.564	2023-12-11 09:33:04.142	HMD	Deposit_Post	Completed Successfully.
2788	2023-12-11 09:32:34.406	2023-12-11 09:32:34.719	HMD	Enter_Receipt_Post	Completed Successfully.
2787	2023-12-11 09:31:29.024	2023-12-11 09:31:29.087	KRH	Select_Indiv_Payables	Completed Successfully.
2786	2023-12-11 09:31:20.785	2023-12-11 09:31:20.848	KRH	Select_Indiv_Payables	Completed Successfully.
2785	2023-12-11 09:31:17.285	2023-12-11 09:31:17.363	KRH	Select_Indiv_Payables	Completed Successfully.
2784	2023-12-11 09:31:10.756	2023-12-11 09:31:10.834	KRH	Select_Indiv_Payables	Completed Successfully.

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C2. Transaction Payroll Gatekeeper Log Report - Example

REPORT DATE 12/14/2023 13:02:00 TRANSACTION PAYROLL GATEKEEPER LOG REPORT PAGE 1

-ID-	----START-DATE-TIME----	-----END-DATE-TIME-----	USER	EMPNO	-------------PROCESS-------------	--------------DESCRIPTION--------------
2581	2023-12-12 08:20:07.617	2023-12-12 08:22:09.375	AEH	00000	LVUPLUG_LVUPOST_Post_Emp_LV	Completed Successfully.
2580	2023-12-12 08:19:47.565	2023-12-12 08:20:01.508	AEH	00000	LVU0110_Post_Emp_Cur_Leave	Completed Successfully.
2579	2023-12-12 08:19:13.507	2023-12-12 08:19:40.986	AEH	00000	LVU0100_Post_Sub_Gross	Completed Successfully.
2578	2023-12-12 08:12:50.101	2023-12-12 08:12:50.133	AEH	00000	LVU0200_Import_Emp_Cur_Leav	Completed Successfully.
2577	2023-12-12 08:06:19.389	2023-12-12 08:06:19.404	AEH	00000	LVU0200_Import_Emp_Cur_Leav	Completed Successfully.
2576	2023-12-12 08:05:57.997	2023-12-12 08:05:58.263	AEH	00000	LVU0200_Import_Emp_Cur_Leav	Completed Successfully.
2575	2023-12-12 08:03:54.540	2023-12-12 08:03:54.665	AEH	16270	PAY07_Gross_Data_Update 16270	Completed Successfully.
2574	2023-12-12 08:02:52.158	2023-12-12 08:02:53.580	AEH	00000	LVU0200_Import_Emp_Cur_Leav	Completed Successfully.
2573	2023-12-12 08:00:24.671	2023-12-12 08:00:24.796	AEH	64460	PAY07_Gross_Data_Update 64460	Completed Successfully.
2572	2023-12-12 07:58:49.201	2023-12-12 07:58:50.109	AEH	00000	LVU0200_Import_Emp_Cur_Leav	Completed Successfully.
2571	2023-12-12 07:56:44.506	2023-12-12 07:56:44.975	AEH	78321	PAY07_Gross_Data_Update 78321	Completed Successfully.
2570	2023-12-12 07:54:48.454	2023-12-12 07:54:49.642	AEH	00000	LVU0200_Import_Emp_Cur_Leav	Completed Successfully.
2569	2023-12-12 07:46:40.725	2023-12-12 07:46:40.756	AEH	00000	LVU0200_Import_Emp_Cur_Leav	Completed Successfully.

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