



# MA-RUG

Fun With Forms




# Introduction




- ▶ Common to use Cognos to provide 'excel' like spreadsheets and charts or to do quick queries to check data in the core;
- ▶ 'Forms' are another way to expand your use of the Cognos tool.
  - ▶ Definition: A form presents data in a visually appealing and standard format.



# Some ways forms are used at Meridian

- ▶ Employee Set Up or Modification;
  - ▶ Loan Watch Review (used for Loan Committee and board reporting);
  - ▶ To mimic data entry screens for data validation;
  - ▶ Loan Collateral By CIF/Loan.
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## Advantages

- A more a user friendly way of presenting data.
- More flexibility on how data is formatted and combined;
- Easier to display related snippets of data about a single item;
- Efficiency – can easily combine core with data supplied by user at run time.



# Examples

### Rated Loan Review Form

Report Period	CIF	Relationship Name	Type of Business	Officer	Watch List Since
Apr. 2019	DAA0000	Dee's Lemon Auto Sales Inc	Used Car Dealers	JPL	May, 2018
Total Committed:		\$1,432,924.03	Total Legal Outstanding:	\$1,368,279.20	
Total Book Value:		\$1,368,279.20	Charged Off:	\$0.00	
Specific Reserve:			Deposit Bal.:	\$313,509.69	

**Related Parties**

Lincoln LP                      Dee's Lemon Auto Sales Inc      John Dee                      George Dee                      Dee Auto Lemon Corp

**Total Relationship Exposure:**

<b>4W</b>	<b>77777777</b>	<b>Dee's Lemon Auto Sales Inc(DAA0000)</b>			<b>Accrual</b>
<b>Type</b>	<b>Committed</b>	<b>Book Value</b>	<b>Maturity Date</b>	<b>Rate</b>	<b>Payment Information</b>
20	\$350,000.00	\$292,111.75	12/31/49	6.00%	Past Due? No Last Payment Amount \$1,298.68 Last Pmt Date 03/28/19 Next Due Date 04/21/19
<b>Collateral Type</b>	10T MTG-REAL ESTATE ALL OTHER - COMMERCIAL (160)				
<b>Valuation Amount</b>	440,000				
<b>03</b>	<b>88888888</b>	<b>John Dee (DAA0001)</b>			<b>Accrual</b>
<b>Type</b>	<b>Committed</b>	<b>Book Value</b>	<b>Maturity Date</b>	<b>Rate</b>	<b>Payment Information</b>
17	\$150,000.00	\$143,243.42	02/02/32	6.50%	Past Due? No Last Payment Amount \$3,344.84 Last Pmt Date 04/25/19 Next Due Date 05/25/19
<b>Collateral Type</b>	2ND MORTGAGE PRIMARY RESIDENTIAL REAL ESTATE (12)				
<b>Valuation Amount</b>	699,000				
<b>4W</b>	<b>88888889</b>	<b>George Dee (DAA0002)</b>			<b>Accrual</b>
<b>Type</b>	<b>Committed</b>	<b>Book Value</b>	<b>Maturity Date</b>	<b>Rate</b>	<b>Payment Information</b>
02	\$914,245.50	\$914,245.50	10/18/23	6.75%	Past Due? No Last Payment Amount \$17,189.07 Last Pmt Date 04/08/19 Next Due Date 04/18/19
<b>Collateral Type</b>	10T MTG COMMERCIAL - RETAIL (152)				
<b>Valuation Amount</b>	1,620,000				
<b>4W</b>	<b>88888887</b>	<b>George Dee (DAA0002)</b>			<b>Accrual</b>
<b>Type</b>	<b>Committed</b>	<b>Book Value</b>	<b>Maturity Date</b>	<b>Rate</b>	<b>Payment Information</b>
21	\$18,678.53	\$18,678.53	10/18/19	5.00%	Past Due? No Last Payment Amount \$5,727.38 Last Pmt Date 04/08/19 Next Due Date 04/18/19
<b>Collateral Type</b>	2ND MTG COMMERCIAL - RETAIL (153)				
<b>Valuation Amount</b>	1,620,000				

# Fillable Form Example

IS4015PS - JHA SSAA Form\_NewEmployeeSetup

### New Employee Request Form

Select Employee To Copy: Z18ABURKLE

Show Allowed Menus Report? Yes

Type in New Employee Name: Donald Duck

Requestor: Walt Disney

Job Title: Cartoon Character

Employee Department/Manager: Disney family/Hortense

Reason For Request/Comments: New Cartoon

Vertex (Y/N): No

If Yes, Please indicate Vertex Employee to Copy:

Jack Henry System Setup Access Authorization Form

Profile to copy or change: Allan Burkley Z18ABURKLE

New:  Change:  Delete:

New or Change Employee: **Donald Duck** Run Date: May 3, 2019

Requestor: **Walt Disney** Request Date: May 3, 2019

Job Title: **Cartoon Character** Request Date: May 3, 2019  
Vertex Access (Y/N) **No**  
If Yes, Vertex Employee To Copy:

Employee Department/Manager: **Disney family/Hortense Duck**

Approval: \_\_\_\_\_ Approval Date: \_\_\_\_\_  
Completed by (initials and date): \_\_\_\_\_

Reason For Request

New Cartoon  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Manager User ID:

Initial Menu: INQUIRY Expiration Date: 0

Bank Number: 918 Branch #: 0

User Specified Access

CIF Number: N Account Number:  
No Data Available No Data Available

Templates

Template Grouping: INQUIRY ONLY

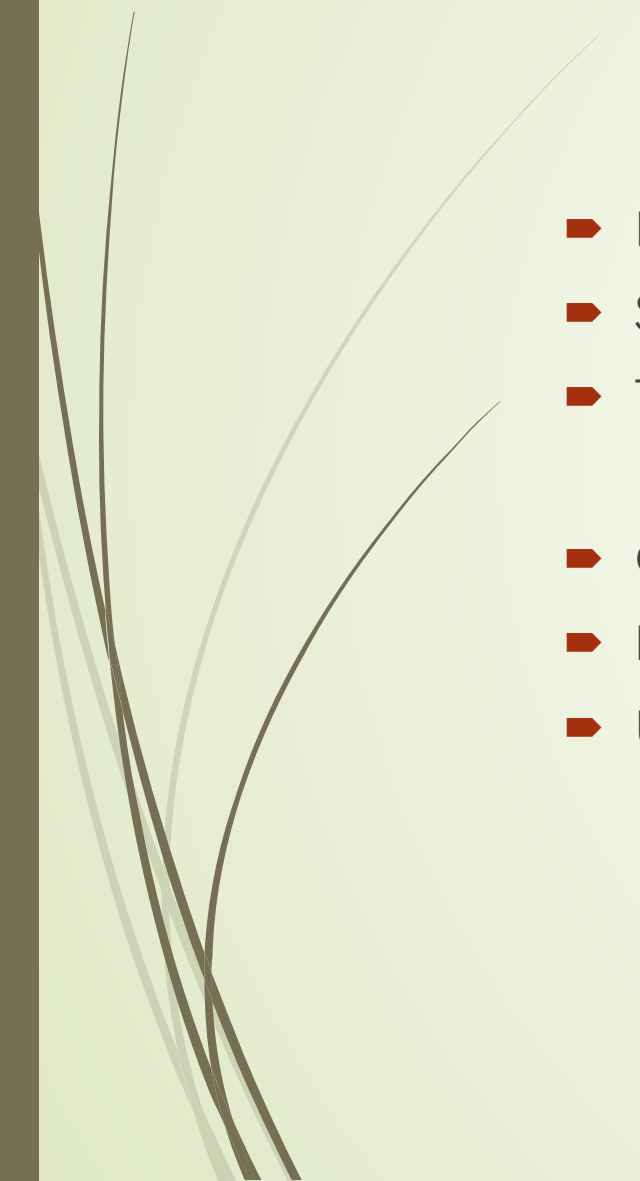
Profile	Product	Insider Code	Security Option	Core Application	Menu Options
MERIDIAN PROFILE	SLAKE ONLY	EXISTANCE ONLY	MERIDIAN SECURITY OPTIONS	MERIDIAN APPLICATIONS	INQUIRY

Selected Templates Details:





# Concepts to be reviewed

- ▶ Repeater Tables / Repeater
  - ▶ Singletons
  - ▶ Table of Contents
    - ▶ Book Marks
  - ▶ Concatenation
  - ▶ Prompt pages
  - ▶ Understanding your data structure and report requirements
- 



# Reports to be Created

- ▶ Loan Collateral by CIF/Loan
  - ▶ Concepts reviewed
    - ▶ Repeater Tables/Repeater
    - ▶ Singletons
    - ▶ Table of Content/ Bookmarks
    - ▶ Understanding how data is structured
- ▶ Rate Override Request Form
  - ▶ Concepts reviewed
    - ▶ Prompting
    - ▶ Fillable Forms

# Loan Collateral Report

Loan Collateral by CIF (Sample Report - MARUG 2019)

CIF # AAA1432		CIF # AAA1443	
Account Number	Outstanding Balance	Account Number	Outstanding Balance
7050776	\$163,177.91	7049349	\$181,920.52
<b>Collateral:</b> UCC on all business assets PMSI/UCC on 2008 KPI-JCI FT4240CC Crusher S/N 408443		<b>Collateral:</b> UCC/PMSI on Star SR-38 Type A Machine S/N 0057	
7050784	\$0.00	7043508	\$3,224,540.74
<b>Collateral:</b> UCC on all business assets PMSI on purchased equipment under sub-notes		<b>Collateral:</b> UCC/2nd lien on all business assets	
7042641	\$40,000.00	7043490	\$60,449.26
<b>Collateral:</b> UCC on all business assets		<b>Collateral:</b> UCC on all business assets	
CIF # AAA1802		CIF # AAA1903	
Account Number	Outstanding Balance	Account Number	Outstanding Balance
7039217	\$3,000,000.00	7058308	\$270,666.60
<b>Collateral:</b>		<b>Collateral:</b> UCC on all business assets PMSI/UCC on (1) Zimmer Triplecoat Coating Machine	
		7058316	\$0.00
<b>Collateral:</b>		<b>Collateral:</b> UCC on all business assets	

Repeater Table (2 X 3)

Table (2 x 2)

Row 1, Column 1: "CIF #", Row 1, Column 2: <CIF# (CFMA)>

Row 2 (Column 1 & 2 are combined)

Repeater

Table (2 X 3)

Row 1, Column 1: "Account Number"; Row 1, Column 2: "Outstanding Balance";

Row 2, Column 1: <Acct #> (LNMA); Row 2, Column 2: <Query Balance (LNMA)>

Row 3, Column 1 (2 columns are combined): "Collateral"

Row 4, Column 1 (3 columns combined): Repeater - <Collateral Information>



# Repeater Tables/Reports

- Terminology

- **Repeaters tables** are used when you repeat items in a table structure. For instance a mailing label. Repeater tables are the outer shell

- **Repeaters** are used when you want to repeat items in no particular structure



# DEMO





# Run Time Fillable Forms

- ▶ Sometimes you want to add information to a report at runtime.
  - ▶ New Employee Set Up/Change
    - ▶ Identify Employees Manager/Department;
    - ▶ Document why permissions are being added or deleted.
  - ▶ Rate Override Request
    - ▶ Document reason for override request.

Forms can be set up to allow you to fill in the information.



# Fillable Form

- ▶ Terminology/Concepts
  - ▶ Prompts
    - ▶ Value prompt
  - ▶ ParamDisplayValue -Returns a string that is the parameter display value of "parameterName".



# Fillable Form Demo