



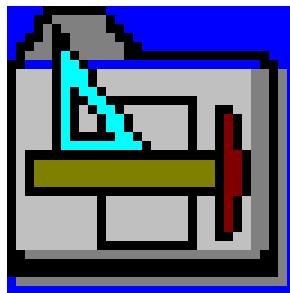
# **Electronic Access Conference**

## **2002**

THE  
**U.S. Department of  
EDUCATION**

## Session 48

# *DL Tools for DL Schools*



# *Direct Loan Tools*

## ■ Introductions

- Misty Parkinson, U.S. Department of Education/ FSA
- Bob Berry, U.S. Department of Education/ FSA

## ■ Agenda

## ■ Questions

## ■ Evaluations

# Agenda

- Overview of DL Tools
- Installation
- Startup
- Setup
- DL Tools Components:
  - Cash Management
  - Compare
  - Rebuild
- Version 3.0 (June/July 2003)
- Further Assistance/Contact Information



# *Who Can Use DL Tools?*

- DL Tools is a stand-alone software that can be used by all DL Schools in conjunction with:
  - EDEExpress,
  - A combination system, or
  - Any other software or system that processes Direct Loans

# *Direct Loan Tools (DL Tools) Overview*

- DL Tools software contains 3 components or functionalities:
  - Cash Management (Cash Receipts, Excess Cash Returns)
  - Compare (SAS or 732 Reports to school data)
  - Rebuild (entire database or specific loans/disbursements)

## *DL Tools Version 2.0 - What's New?*

- Import/print SAS ( the new combined 732, DLSAS report) for 2002-2003
- Run Compare at both loan detail level and disbursement detail level for 2002-2003
  - Loan Detail Comparison Report
  - Disbursement Detail Comparison Report
- Set Default Active Program Year option in Setup
- Active Program Year displayed on all dialog Window titles

## *DL Tools Version 2.0 - What's New? (cont'd)*

- Rebuild can be requested by Date Range for 2002-2003
- Cash Management – all transactions entered positive for 2002-2003
  - Values mirror those on SAS (all positive)
  - Reversing Transaction Indicator for indicating transaction was result of a manual reversing transaction at LOC/COD/GAPS



# *Direct Loan Tools (DL Tools) Overview*

- DL Tools version 2.0 provides functionality for multiple years to:
  - Track cash receipts (drawdowns) and returns of excess cash
  - Import and compare the *SAS or 732 Reports* to actual loans/disbursements records and/or Cash Management records
  - Rebuild an EDExpress database or specific loans/disbursements

# *Installation Version 2.0*

- Software and Documentation available at:  
FSAdownload.ed.gov
- Installation Options
  - Standalone
    - Program and database on the workstation
  - Network
    - Database on the network
    - Program components on the workstation

## Student Aid Internet Gateway Software and Documentation



### Direct Loan Tools 2002-2003 Version 2.0.0

Description: DL Tools is a Windows based software developed to provide the following functionality related to all Direct Loan schools' software:



### Direct Loan Tools 2001-2002 Version 1.0.0

- Rebuild loan and disbursement data in EDEExpress using an automated process.
- Compare the 732 and/or SAS reports to loans and actual disbursements recorded in EDEExpress or an external file, and/or compare the reports to the DL Tools Cash Database.
- Print the 732 and/or SAS reports in readable formats
- Track cash receipts (drawdowns) and returns of excess cash for Direct Loan.

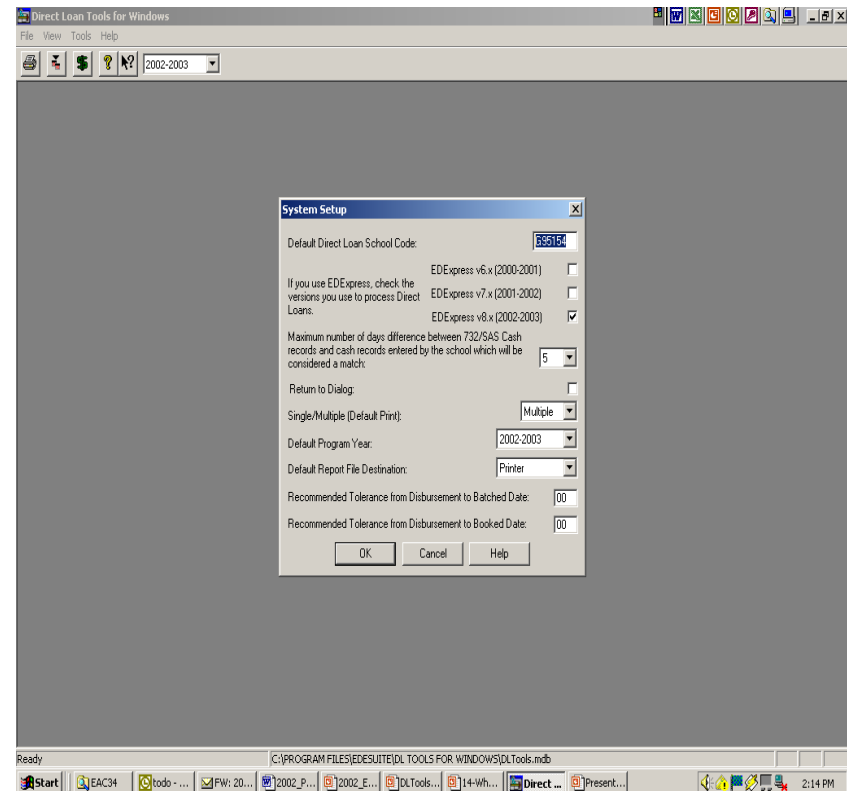
DL Tools was developed to process data for multiple cycles. It contains Rebuild and Cash Management functionalities for the 2000-2001, 2001-2002, and 2002-2003 cycles, and Compare functionality for the 2001-2002 and 2002-2003 cycles. All Direct Loan schools can use the Compare and Cash Management functionality. The Rebuild process is for schools to rebuild an EDEExpress database in the Direct Loan module. DL Tools has the same "look" and "feel" of EDEExpress.

# *Startup Version 2.0*

- EDEExpress database connections
  - Attempts to link to EDEExpress V6, V7 and V8 databases at startup
  - Prompts user to locate these databases if they are not found
  - Prompts can be suppressed by modifying System Setup

# DL Tools Setup

- System Setup is required to set system parameters prior to using DL Tools
- Security Users Setup has three pre-defined security groups



# *Cash Management*

- Allows a school to track cash transactions
  - Cash Receipts (drawdowns) “R”
  - Returns of Excess Cash “X”
- Available for 2000-2001 and forward
- Data entered:
  - Manually or
  - Imported using the Cash Detail External Add Record Layout

# Cash Management Reports

- Cash Report
  - Print Detail and Totals of DL Tools Cash Management records and
  - Total Disbursements Net Amount from EDEExpress or External and
  - Ending Cash Balance (Total Cash – Total Disbursements)
- SAS Cash Detail Report



# *DL Tools Compare*

## ■ Version 2.0 Compares:

- COD Cash Detail and Loan/Disb Detail (from SAS Report) to the school's Cash Detail and Loan/Disb Detail
- LOC Cash Detail and Loan Detail (from 732 Report) to the school's Cash Detail and Loan Detail



# *Compare Process Overview 2002-2003*

- Import Data types
  - SAS Cash Detail and Loan/Disb Detail
  - External Cash Detail and Loan/Disb Detail
- Print Reports to run compares
  - Cash Detail Comparison
  - Loan Detail Comparison – Loan Level
  - Disbursement Detail Comparison

# *Importing Files to Compare 2002-2003*

- Import SAS Cash and Loan/Disb Detail
  - Received from COD in message class DSDF03OP
  - Clears all existing SAS data for the school being imported
- Import External Cash and Loan/Disb Detail (optional)
  - Use the Cash Detail External Add, Loan Detail External Add, Disbursement Detail External Add Record Layouts (if not comparing to EDExpress) – see 2002-2003 DL Technical Reference, Appendix E

# Compare Reports

## ■ Cash Detail Comparison Report

- Displays results from comparison of SAS Cash Detail to DL Tools Cash Management records
- Options
  - School Code
  - Sort Order: Action Type, Date or Amount
  - Match Status: All, Unmatched or Matched
  - Transaction Type: All, Cash Receipts or Returns of Excess Cash
  - Transaction Date Range



# Compare Reports

## ■ Loan Detail Comparison Report

- Displays results from comparison of SAS Loan Detail to EDExpress or External records
- Options
  - School Code
  - Sort Order: Loan ID or Last Name
  - Match Status: All, Unmatched or Matched
  - Comparison Type: SAS to EDExpress or SAS to External
  - Booked Status: Booked, Unbooked or Both



# Compare Reports

- Disbursement Detail Comparison Report
  - Displays results from comparison of SAS Disbursement Detail to EDEExpress or External records
  - Options
    - School Code
    - Sort Order: Loan ID or Last Name
    - Match Status: All, Unmatched or Matched
    - Comparison Type: SAS to EDEExpress or SAS to External
    - Booked Status: Booked, Unbooked or Both



# *Printing SAS Reports*

## ■ SAS Cash Detail Report

- Displays cash detail records imported from the SAS file
- Options
  - School Code
  - Sort Order: Type, Date or Amount
  - Transaction Type: Cash Receipts, Excess Cash or All
  - Transaction Date Range



# *Printing SAS Reports*

- SAS Loan and Disbursement Detail Report
  - Displays loan and disbursement detail records imported from the SAS file
  - Options
    - School Code
    - Sort Order: Loan ID or Last Name
    - Booked Status: Booked, Unbooked or Both
    - Loan Type: All, Subsidized, Unsubsidized or PLUS
    - Option to Include Disbursement Detail



# *Rebuild EDEExpress Records*

- DL Tools 2.0 rebuilds EDEExpress 2000-2001, 2001-2002 or 2002-2003 records
  - Compare rebuild file records to EDEExpress making no updates
  - Update all records in EDEExpress (new database)
  - Update selected records in EDEExpress
- Any record rebuilt in EDEExpress can be exported through External Export to another system



# *Requesting Rebuild Files for '02-03, '01-02 & '00-01*

- Request from:
  - COD.ed.gov or COD Customer Service Representative (2002-2003)
  - www.lo-online.ed.gov or LOC Customer Service Representative (2001-2002 and 2000-2001)
- Sent to the school via SAIG
- Request options
  - Data for specific program year (all loans/disbs)
  - Data for specific SSN (borrower by program year)
  - Data for specific loan ID
  - Data by date range for specific program year

# *Rebuild File*

- Message class:
  - CODRBFOP (COD)
  - DLRBLDOP (LOC)
- Batch Type: RB
- Contains two record types
  - Rebuild Origination Detail Record
  - Rebuild Disbursement Detail Record

# *Rebuild – Compare Records Only*

- Compares the Origination and Disbursement records in the Rebuild file to EDEExpress
- Does not perform any updates
- Displays report containing the unmatched records
  - In Rebuild but not EDEExpress
  - In EDEExpress but not Rebuild
  - In both but data differs



# *Rebuild – Update Records*

- Selected Records
  - Rebuilds only the records selected
  - Selecting the records from the Rebuild file, not EDEExpress
- All Records
  - Rebuilds EDEExpress with all records contained in the Rebuild file

# *What is updated in EDExpress?*

- Adds school being imported to DL School Setup
- Creates Disbursement Profile
- All existing data for loans selected for Rebuild is deleted and recreated based on the data in the Rebuild file
- Updates Batch Activity with Rebuild Batch ID

## *In The Works...*

- DL Tools version 3.0 to be released in June/July 2003
- Version 3.0 will add a fourth functionality: DL QA (Direct Loans Quality Assurance)

# ***DL Tools Functionality by Program Years***

	00-01	01-02	02-03
<b>Cash Management (for all schools)</b>	<b>X</b>	<b>X</b>	<b>X</b>
<b>Compare 732 &amp; school data at loan level (for all schools)</b>	<b>*</b>	<b>X</b>	
<b>Compare SAS &amp; school data at loan or disbursement level (for all schools)</b>			<b>X</b>
<b>Rebuild EDExpress database or loan(s)</b>	<b>X</b>	<b>X</b>	<b>X</b>

**\* An Access compare program is available from CAMs**

# *Contact Information*

We appreciate your feedback and comments

## CPS/WAN Technical Support

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## FSATech Listserv

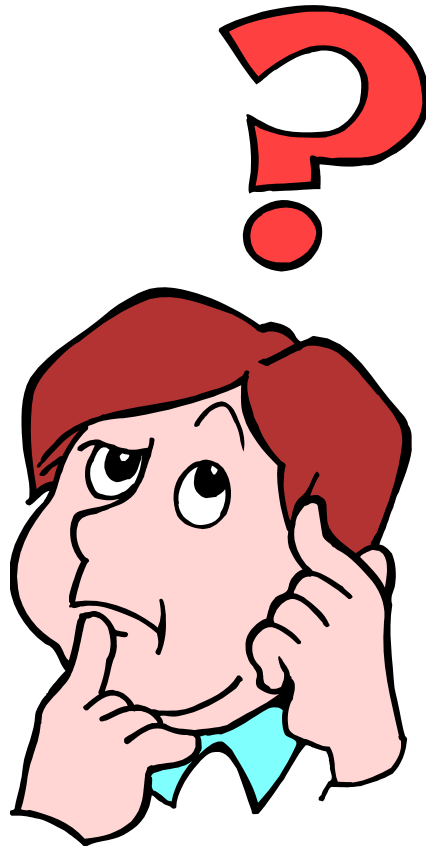
E-mail: [fsatech@inet.ed.gov](mailto:fsatech@inet.ed.gov)

Sign-up information:

<http://www.ed.gov/offices/OSFAP/sfatech/listserv.html>



# Questions?





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