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Army Reserve

ARMY RESERVE REQUEST USER MANUAL

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ARMY RESERVE REQUEST USER MANUAL

Not applicable.

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1 May 1985

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Army Reserve

ARMY RESERVE REQUEST USER MANUAL

By Order of the Secretary of the Army:

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History. This publication has been reorganized to make it compatible with the Army electronic publishing database. No content has been changed.

Summary. REQUEST was developed to provide the Army with an efficient means of allocating training resources to accessions. The automated qualification checks and other features of the system are designed to reduce erroneous enlistments into skills for which the applicant is not qualified. The Recruit Quota System (REQUEST) User Manual provides the user's non-ADP personnel with the information necessary to effectively and efficiently use the system.

Applicability. This pamphlet applies to the U.S. Army Reserve (USAR). It does not apply to the Army National Guard (ARNG) or the Active Army.

Proponent and exception authority. The proponent agency of this pamphlet is the U.S. Army Military Personnel Center.

Impact on New Manning System. This pamphlet does not contain information that affects the New Manning System.

Interim changes. Interim changes are not official unless they are authenticated by the Adjutant General. Users will destroy interim changes on their expiration dates unless sooner superceded or rescinded.

Suggested improvements. Users are invited to send comments and suggested improvements on DA Form 2028 (Recommended Changes to Publications and Blank Forms) directly to HQDA (DAPC-EPT-R), ALEX VA 22331–0400.

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Chapter 1
GENERAL INFORMATION

1–1. Purpose.

The Recruit Quota System (REQUEST) User Manual provides the user's non-ADP personnel with the information necessary to effectively and efficiently use the system.

1–2. References.

a. DoD Standard 7935, Automated Data Systems Documentation Standards.
b. AR 340–17, Freedom of Information Act.
c. AR 340–21, The Army Privacy Program.
d. AR 380–380, Automated Systems Security.
e. AR 601–210, Regular Any Enlistment Program.
f. USAREC Regulation 601–61, Recruit Quota System.

1–3. Explanation of terms.

a. User. A person who is granted permission to use REQUEST and who possesses the information to use the system correctly.

b. User identification number. An account number assigned to users for controlling and monitoring system usage.

c. System password. A series of characters which allows the user access to the REQUEST computer.

d. Location ID. A series of characters which identifies a specific recruit file storage location.

e. Data item. A single piece of information that is used by REQUEST and for which there are specific format and value requirements.

f. Input. The data, often in the form of data items, which are entered into REQUEST by the user.

g. Output. The data, reports, and listings which are produced by REQUEST.

h. Order number. The applicant's six digit order number in 999-999 format. The first three digits refer to the number of working days elapsed during the year. The last three digits are the number of the order published that day.

1–4. Project references.

a. REQUEST is a management information system that provides the Army with an orderly and efficient mechanism for allocating training resources to new accessions. Initially, REQUEST was developed only to allocate Advanced Individual Training (AIT) space, but has since been expanded to include allocation of other training resources, including Basic Training (BT) for males and females, Basic Airborne Training (BAT), One Station/Unit Training (OSUT), and On-the-Job Training (OJT). All recruiting qualifications information upon which allocations are based is centrally maintained and available on demand through the various programs that comprise REQUEST. Users have real time capability to reserve training spaces by Military Occupational Specialty (MOS) and time period, based on available programs and vacancies. REQUEST programs are written in FORTRAN using interactive programming techniques.

b. The project sponsor for the development and maintenance of REQUEST is the KEYSTONE Branch, US Army Military Personnel Center (MILPERCEN). The operating centers that use the REQUEST programs are:

(1) Office of the Deputy Chief of Staff for Personnel (ODCSPER).
(2) MILPERCEN.
(3) US Army Recruiting Command (USAREC).
(4) US Army Training and Doctrine Command (TRADOC).
(5) US Army Forces Command (FORSCOM).
(6) Office, Chief Army Reserve (OCAR).
(7) US Army National Guard (ARNG).

c. Paragraph 1–2 contains selected documents and regulations that provide information that impacts on or controls REQUEST usage.

1–5. Security and privacy.

a. Classified components. REQUEST is classified Highly Sensitive according to the provisions of AR 380–380. The classified components of REQUEST include all data files, the entire data base and all computer programs. At a minimum, all systems of record will be safeguarded in accordance with the access, storage, handling, transmission, and destruction provisions of AR 340–17. The system initiation procedures, including all user passwords, identification numbers, telephone access numbers, and location IDS are also Highly Sensitive. Additionally, all input to and output from the system that contains personal information such as names, social security numbers, aptitude test scores, and any other personal data are governed by the provisions of the Privacy Act of 1974.

b. Security procedures references. The publications that contain specific security measures and procedures are listed in paragraph 1–2.

c. General security provisions. A large amount of the information that is contained in REQUEST is subject to user manipulation and retrieval, and therefore the privileged nature of this information must be recognized. The release of personal information that may be obtained from REQUEST is governed by the provisions AR 340–17, AR 340–21, and the Privacy Act of 1974. Each REQUEST terminal is assigned a Terminal Area Security Officer (TASO) in writing by the installation/unit commander where the terminal is located. Terminal Area Security Officers are responsible for the following:

(1) Issuing instructions specifying security requirements and operating procedures.

(2) Ensuring that each terminal user's identity, need-to-know, level of clearance, and access authorizations are established commensurate with the data available from that terminal.

(3) Managing the control and dissemination of user and file identification numbers and passwords for REQUEST terminal users.

(4) Implementing controls to prevent entry of unauthorized transactions or data over the REQUEST terminals.

(5) Ensuring local compliance with security operating procedures for that terminal site.

(6) Taking all possible actions to ensure overall system security.

(7) Reporting to the REQUEST Automatic Data Processing System Security Office (ADPSSO) all practices dangerous to overall system security and all instances of security violation.

d. Minimum security requirements. The telephone access number, passwords, location ID, and all other access codes constitute restricted information that cannot be posted in the terminal area, or displayed in any way where unauthorized personnel may see them. Only authorized users may have access to these codes. Users may not exchange or transfer access codes among themselves. Any output from REQUEST that contains personal information must be kept in a secured place, and any output that is to be discarded must be torn and mutilated beyond recognition.

Chapter 2
SYSTEM SUMMARY

2–1. System application.

a. Purpose. REQUEST was developed to provide the Army with an efficient means of allocating training resources to accessions. The automated qualification checks and other features of the system are designed to reduce erroneous enlistments into skills for which the applicant is not qualified.

b. Capabilities and improvements. The following list contains the major capabilities and operating improvements made possible through REQUEST.

(1) The Guidance Counselor achieves a stronger sales position since applicants' desires and qualifications are individually processed through REQUEST.

(2) AIT quotas are maintained in a timely and efficient manner. Quotas are stored and updated on the central computer. This allows for interactive updates and changes, which are responsive to the dynamic accession environment.

(3) Management reporting capabilities are greatly enhanced. An adhoc report program allows users to design specific and flexible report formats. A series of fixed-format reports are also available to report recruit information as well as quota, unit, and training center related data. These reports can be run on demand, or according to a predetermined schedule.

(4) REQUEST also has a message capability. This enables various Army commands and organizations to quickly and inexpensively send to users high priority directives or messages concerning system policy changes.

c. Additional features. Users communicate with REQUEST through on-line terminals that are linked to the main computer by ordinary voice grade telephone lines. Whenever a user executes a REQUEST program, the user, in essence, is carrying on a conversation with the main computer. The computer instructs the user's terminal to print messages or prompts to which the user types a response. All of the prompts are written in easily understood English phrases and sentences that do not require the user to nave any prior data processing experience. All REQUEST programs are designed to lead the user through a series of logically progressive steps to obtain the desired information for making valid training reservations. The user may go from one program to another without interruption so that a smooth workflow is achieved from checking qualifications and locating available spaces to making a final training reservation. The basic program design allows the user considerable flexibility in re-executing programs, selecting another program, and signing off the system. After using REQUEST programs for a short while, users become accustomed to these features and quickly learn to manipulate them in a convenient and efficient manner.

d. Functions. REQUEST's principal functions are as follows:

(1) *Allocation of training resources.* REQUEST is used to allocate training seats in Basic Training (for males and females), Basic Airborne Training, Advanced Individual Training, One Station/Unit Training and On-the-Job Training

spaces to enlistees. Using REQUEST's allocation procedures, the Army is able to distribute training seats among MOSs, training classes, and units to achieve optimum balance.

(2) *Qualifications checking.* Each applicant's qualifications are checked against the prerequisite qualifications for each type of training. REQUEST allows selection by the applicant for only that training for which the applicant qualifies and for which the Army or Army Reserve has a need. Qualifications checking also includes monitoring and controlling the types of personnel recruited, according to characteristics such as aptitude, education, skills, sex, or enlistment type. In addition, the Army is able to control tile distribution of recruits into MOSs and units where they can achieve maximum performance.

(3) *Enlistment verification.* After an applicant has actually enlisted, the applicant's training reservation is confirmed on REQUEST. If the applicant did not enlist, his reservation is cancelled and made available to other applicants. This function helps to prevent valuable training resources from being held for applicants who do not actually enlist.

(4) *Management reporting.* REQUEST supplies extensive report capabilities, with access to various reports controlled by a system of security access levels and differing user access messages. REQUEST reports personal applicant information as well as training program management information. Statistical reporting as well as reporting by name are also available through REQUEST.

2–2. System operation.

REQUEST operates at two functional levels: field operators and management operators. Field operators are National Guard State Adjutant General sites, US Army Reserve Guidance Counselors, USAREC Guidance Counselors, and Reception Station Liaison NCOs. These operators are the primary system users who reserve training resources for initial training, and who capture the personal information stored on the system for each recruit. The management operators include the data base managers of TRADOC, DCSPER and MILPERCEN who maintain the quota and other training information in REQUEST. Other management operators include the Training Centers, FORSCOM, and USAREC. These users generally report information from the REQUEST personal and quota data files.

2–3. System configuration.

REQUEST is an interactive system run on a time-sharing system provided by a General Services Administration contract. REQUEST programs are written in FORTRAN using interactive programming techniques. Data input and output are normally performed through a teletypewriter terminal; however, keypunch cards may also be processed. High speed line printers are used to print lengthy reports.

2–4. System organization.

REQUEST is a series of interactive and batch application programs designed to manage accession training resources. While it is possible to identify individual subsystems and modules, it is more instructive to consider the REQUEST system to be comprised of five organizational categories which combine to serve the management information purposes of REQUEST. The five organizational categories may be described as follows:

(1) Quota module. The quota organizational category consists of those functions which load, maintain, distribute, audit and report training seats for Basic Training, Basic Airborne Training and Advanced Individual Training. These functions are implemented primarily by the RQST, CANCEL and KWIKSALE programs, and are supported primarily by the Quota and Yearly Limit files. Training quotas are maintained by MILPERCEN and TRADOC.

(2) Qualifications module. The qualifications organizational category consists of functions which load, maintain and report prerequisites for training seat reservations. These functions are implemented primarily by the RQST, QUAL and UVREPORT programs. The Qualifications file and the UVL file are the primary files supporting those functions. MILPERCEN is responsible for maintaining the Qualifications file.

(3) Personal data module. The personal data organizational category consists of those functions which write and report a candidate's personal data for the qualifications edit. The primary files supporting the personal data organizational category are the Recruit and the Cancellation files, both of which are written by Guidance Counselors. RQST, GETREC and CANCEL are the primary programs implementing the functions of this category.

(4) Management report module. This organizational module consists of those functions which report credits for reservations and provide on-line message capabilities. The primary supporting files for this category are the Message and Balance files. RCTNEWS, MESSAG and MANAGE are the primary programs implementing the management report functions.

(5) Maintenance module. The maintenance organizational category consists of those functions which perform file purges and daily data ease maintenance functions. These functions are solely the responsibility of MILPERCEN, which performs all maintenance and security functions.

2–5. Performance.

User interface with REQUEST is through teletypewriter terminals. A majority of REQUEST data entry and output can be processed through these terminals; however, REQUEST also supports batch processing through remote job entry terminals and produces reports for high speed line printers. Response time for interactive processing is normally within

a few seconds after data entry. Editing of entered data is performed on-line, thus permitting easy correction and preventing extensive reporting of incorrect data. REQUEST is a flexible system. REQUEST data files and processing are easily modified to meet the needs of the changing accession and training space management requirements.

2–6. Data base.

There are six basic data files within the five REQUEST functional modules: Quota file, Qualifications file, Recruit file, Cancellation file, Message file and Balance file. These files are described in detail below.

a. Quota file. The Quota file contains the AIT quotas for each AIT class for which reservations can be made. Reservations may not exceed the values stored on the Quota file.

b. Qualifications file. The Qualifications file contains the prerequisite requirements for reserving a training space in an MOS. One record exists for each MOS. Some common prerequisite values among MOSs are physical profile, sex, aptitude area scores, and training in another skill. This file also contains the title for each MOS and a series of remarks that provide additional requirements which must be met but are not verified by the automated processing. Each applicant's qualifications are verified against this file before a training space can be reserved.

c. Recruit file. The Recruit file is the repository of the personal data and management information stored for each reservation. The information stored in this file includes name, social security number, aptitude scores, training courses and dates reserved, plus other miscellaneous reservation data. Users are allowed access to data for only those individuals for whom they have management responsibility. This maintains the privacy and integrity of the data by limiting access to those users who have a need to know it. History files are maintained for analysis and reporting.

d. Cancellation file. The Cancellation file maintains information on those applicants whose reservation has been cancelled. The cancellation information is created by extracting the cancelled record from the Recruit file prior to its being deleted from the system. The reason for cancellation is also stored. A history file is maintained. Access to the Cancellation file is on a need-to-know basis.

e. Message file. The Message file is used to disseminate REQUEST policy and management information. The system controls each user's access to only those messages that concern the recipient. Major users have individual segments of the file for preparation and storage of unique messages, Each message is free format. Only the most recent message is stored for each major user.

f. Balance file. The Balance file stores reservation data for each location ID. This file reports the number and type of reservations made for each reception station week for each DRC and RRC. These management reports measure the success of the Army's recruiting efforts.

2–7. General description of inputs, processing and outputs.

a. The reservation function is the core of REQUEST. To complete the reservation process, REQUEST verifies the applicant's qualifications, and if sufficient quotas are available, permits reservation of the desired training space. In the case of an Army Reserve applicant, the training seat in a corresponding MOS must exist. Once the reservation is made, the personal data is copied to the Recruit file along with reservation information. A series of management reports may then be generated.

b. If an applicant's reservation must be cancelled, the Guidance Counselor enters the cause for cancellation and appropriate cancellation control information. The individual's record is then copied and deleted from the active Recruit file. Management reporting can be performed from the Cancellation file.

c. Data base management processing involves entry, update, and reporting of quota, qualification, distribution and miscellaneous data files. A series of interactive and batch programs are available to the users responsible for data base management processing. Limited audit and change reporting capabilities exist in REQUEST.

d. Miscellaneous report processing capabilities are provided to nearly every user. Each user is allowed to report data or reservations for which the user is responsible. Most reports are fixed format and are executed interactively. However, ad hoc report generation and batch processing are available to limited users.

Chapter 3
HELP PROGRAM

Section I
PROGRAM SUMMARY

3–1. Purpose.

The HELP program issues explanatory reports on the purpose and functions of new or updated programs specified by the user. It also lists any old programs replaced by the new programs. The programs accessed by the HELP module are REQUEST programs which have been added or updated due to the MOS Match Module enhancement.

3–2. Applicability.

The HELP program is accessed by all users having access to the programs listed in table 3–1.

3–3. Functions.

HELP has one function, which is to provide the user with information about the purpose and operation of new or updated REQUEST programs. This information includes a list of the old program(s) replaced by the new program.

3–4. Options.

HELP provides the user with time following options:

Instructions. The user may enter I to receive instructions on how to use the HELP program. These instructions also explain the function of the HELP module, and discuss two enhancements to the REQUEST System: dynamic prompt capability and linked factors. See figure 3–1 for a sample execution of the I command.

Program Name. The user may enter the name of a program to receive an explanation of the program's purpose, functions, and the name(s) of the program(s) it replaces. See table 3–1 for a list of the programs accessed by the HELP Module.

End. The user may enter E to end the HELP program.

Section II
INPUT REQUIREMENTS

3–5. Data Items.

HELP requires the user to enter I, for instructions, or the name of the program for which help is desired. No other input is required.

3–5A. (Not used.)

(Paragraph not used.)

Section III
PROGRAM OPERATION

3–6. Initiation Procedures.

After completing the sign-on procedures described in Appendix B, the system prints the following message:

ENTER PROGRAM NAME, "LIST" OR "OFF"

The user enters HELP and depresses the carriage return key. The program is now ready to communicate with the user.

3–7. Procedures.

Follow the procedures described below to receive an explanation of the purpose, and functions of a specific new or updated REQUEST program. The only prompt in the HELP program is:

HELP: ENTER INSTRUCTIONS (I), PROGRAM NAME, OR END (E):
USER:

1. Enter I or HELP to generate an explanation of, and instructions for, the HELP program. These instructions discuss some enhancements to the REQUEST System. See figure 3-1. After the instructions are printed, HELP will return to the prompt above.
2. Enter the name of a new or updated REQUEST program to receive an explanation of its purpose and functions. See table 3-1 for a list of the programs accessed by the HELP module. See figure 3-2 for a sample HELP report. After the report is printed, HELP will return to the prompt above.
3. Enter E to end the HELP program.
4. Depress the carriage return key.

Table 3–1
REQUEST programs available in HELP

BTUPD	UNITVAC	BALANCAR
FROZEN	UNSOLD	DRCLNK
HELP	ACCESSION	FINDIT
NEWQTA	ARBILD	UVERIFY
QUALS	ARCNCL	UVEXPECT
RCTNEWS	ARCNFR	UVREPORT
REPORT	ARGET	UVROLLUP
SHIP	ARRQST	KWIKSALE

```
ENTER INSTRUCTIONS (I), PROGRAM, OR END (E):
I
WELCOME TO THE HELP MODULE!  IT IS DESIGNED TO ASSIST YOU IN THE CHANGEOVER
FROM THE REQUEST SYSTEM TO THE MOS MATCH MODULE ENHANCEMENT.  SINCE SOME
PROGRAMS HAVE REMAINED THE SAME, SOME HAVE BEEN ELIMINATED, SOME HAVE HAD NAME
CHANGES, AND SOME NEW PROGRAMS HAVE BEEN ADDED, IT IS ADVISABLE TO RESPOND TO
THE FIRST PROMPT - ENTER PROGRAM NAME, LIST OR OFF - BY ENTERING LIST SO THAT
YOU WILL BE FAMILIAR WITH THE PROGRAM NAMES AVAILABLE.  WHEN A PROGRAM NAME IS
ENTERED IN THIS HELP MODULE, THE PURPOSE AND FUNCTIONS OF THE PROGRAM AS WELL
AS A LIST OF THOSE PROGRAMS, IF ANY, WHICH HAVE BEEN REPLACED BY THIS ONE, IS
GIVEN TO INTRODUCE YOU TO THE PROGRAM.  TO BETTER UNDERSTAND HOW THE HELP
MODULE CAN ASSIST YOU, A REVIEW OF ALL ITS PROMPTS AND RESPONSE OPTIONS FOLLOW.

TERMINAL:     ENTER PROGRAM NAME, LIST OR OFF
USER:           1.  ENTER THE NAME OF THE REQUEST/MMM PROGRAM DESIRED AND
                    DEPRESS THE CARRIAGE RETURN KEY.  THIS RESPONSE BYPASSES
                    THE HELP MODULE AND THE PROMPT IMMEDIATELY BELOW, AND
                    PERMITS THE USER TO BEGIN PROCESSING PROGRAM DATA.
                2.  ENTER LIST TO SEE WHICH PROGRAMS ARE AVAILABLE.  THE HELP
                    MODULE IS INCLUDED.  DEPRESS THE CARRIAGE RETURN KEY.
                3.  ENTER HELP IF ASSISTANCE IS NEEDED AND DEPRESS THE CARRIAGE
                    RETURN KEY.
                4.  ENTER OFF TO GET OUT OF THE SYSTEM AND DEPRESS THE CARRIAGE
                    RETURN KEY.

TERMINAL:     INSTRUCTIONS (I), PROGRAM NAME OR END (E)?
              THIS PROMPT APPEARS IF THE USER HAS ENTERED THE HELP MODULE.
                1.  ENTER I TO SEE INSTRUCTIONS ON THE USE OF THE HELP MODULE
                    AND DEPRESS THE CARRIAGE RETURN KEY.
                2.  ENTER A SPECIFIC PROGRAM NAME AND DEPRESS THE CARRIAGE
                    RETURN KEY.  THE HELP MODULE IS STILL IN OPERATION.  THE
                    PURPOSE AND FUNCTIONS OF THE PROGRAM ENTERED WILL APPEAR
                    ALONG WITH A LIST OF THOSE PROGRAMS, IF ANY, WHICH HAVE
                    BEEN REPLACED BY THIS ONE.
                3.  ENTER E TO GET OUT OF THE SYSTEM AND DEPRESS THE CARRIAGE
                    RETURN KEY.

TERMINAL:     ENTER PROGRAM NAME, LIST OR OFF
USER:           1.  ENTER PROGRAM NAME AND DEPRESS THE CARRIAGE RETURN KEY.
                    THE USER IS NO LONGER IN THE HELP MODULE.
                2.  ENTER LIST TO SEE WHICH PROGRAMS ARE AVAILABLE AND DEPRESS
                    THE CARRIAGE RETURN KEY.
                3.  ENTER OFF TO GET OUT OF THE SYSTEM AND DEPRESS THE CARRIAGE
                    RETURN KEY.
```

Figure 3–1. HELP Information sample

DYNAMIC PROMPT CAPABILITY

PROGRAMS NOW HAVE A DYNAMIC PROMPT CAPABILITY THAT ALLOWS MANAGEMENT TO VARY THE FORMAT AND CONTENT OF RECORD DISPLAYS AND REPORT OUTPUT. THIS CAPABILITY ALSO CONTROLS THE REQUIREMENTS REGARDING FACTOR ENTRY FOR EACH PROGRAM. THESE REQUIREMENTS MAY VARY ACCORDING TO THE PROGRAM BEING EXECUTED AND THE TYPE OF RECORD AND/OR APPLICANT BEING PROCESSED. ERRORS IN ENTRY VALUES OR BLANKS OF REQUIRED DATA PRODUCE MESSAGES AND RE-ENTRY PROMPTS AT VARIOUS PLACES IN PROGRAM EXECUTION.

LINKED FACTORS

A SPECIAL ERROR CHECK PERTAINS TO LINKED FACTORS, I.E., TWO FACTORS WHOSE VALUES ARE INTERDEPENDENT. ERROR MESSAGES WILL SPECIFY BOTH FACTORS AND PRODUCE PAIRS OF RE-ENTRY PROMPTS. PROGRAMS WILL NOT ACCEPT A BLANK FOR ANY ONE OF A PAIR AND WILL CONTINUE TO PROMPT FOR SATISFACTORY VALUES.

ENTER INSTRUCTIONS (I), PROGRAM NAME, OR END (E):
E

Figure 3–1. HELP Information sample—Continued

ENTER INSTRUCTIONS (I), PROGRAM NAME, OR END (E):
FROZEN
PROGRAM NAME: FROZEN
PURPOSE: TO REPORT THE STATUS OF MOS QUOTAS FROM THE ANNUAL FILES. FOR EACH COMPONENT AND ENLISTMENT CATEGORY SPECIFIED BY THE USER, THE PROGRAM GENERATES MOS CODES FOR WHICH THE QUOTA HAS BEEN MET, THE QUOTA HAS BEEN FROZEN (THE QUOTA IS TEMPORARILY CLOSED TO FURTHER RESERVATIONS) AND/OR THE QUOTA IS UNAVAILABLE AT THE TIME OF THE REPORT.

FUNCTIONS:

REPORT. FROZEN ALLOWS THE USER TO GENERATE A REPORT FOR THE CURRENT OR THE NEXT FISCAL YEAR. THIS REPORT GIVES THE STATUS OF MOS QUOTAS FOR A USER-SPECIFIED ENLISTMENT CATEGORY WITHIN ONE OF THE THREE MAIN ARMY COMPONENTS: ACTIVE ARMY, ARMY RESERVE, OR NATIONAL GUARD.

FROZEN REPLACES:

AAFROZ ARFROZ NGFROZ FYFROZ_
RPFROZ
ENTER INSTRUCTIONS (I), PROGRAM NAME, OR END (E):
UNSOLD
PROGRAM NAME: UNSOLD
PURPOSE: TO PROVIDE THE USER WITH A REPORT OF RECRUITS WITH CANCELLED RESERVATIONS - MADE ON SPECIFIC DATES, OF ONLY PRIOR SERVICE MADE ON SPECIFIC DATES, OR FOR SPECIFIC SOCIAL SECURITY NUMBER. A SUMMARY REPORT IS ALSO AVAILABLE LISTING ALL CANCELLATION REASONS FOR SPECIFIED DATA FOR EITHER DRCS OR CREDITS.

FUNCTIONS:

A. REPORT. UNSOLD PRODUCES A RECRUIT RESERVATION CANCELLATION LIST PROVIDING USER OPTIONS FOR ALL CANCELLATIONS FOR A SPECIFIED DATE, AND FOR PRIOR SERVICE CANCELLATIONS. A SUMMARY REPORT MAY BE REQUESTED OF ALL CANCELLATION REASONS FOR USER ENTERED SPECIFICATIONS. IF THE USER CHOOSES ALL CANCELLATIONS. IT IS POSSIBLE TO HAVE THE REASON FOR CANCELLATION LISTED ALONG WITH THE RECEPTION STATION DATE. CANCELLATIONS ARE LISTED IN RANDOM ORDER. IF ONLY PRIOR SERVICE RECRUITS ARE TO BE INCLUDED, THE USER MAY HAVE THEM PRINTED IN ORDER OF UNIT AND MOS CODE, NAME, OR MOS CODE AND AIT DATE, OR HAVE A REPORT PRINTED FOR EACH DIFFERENT TYPE OF ORDER.

B. SEARCH. UNSOLD ALLOWS THE USER TO SPECIFY A LOCATION ID AND SOCIAL SECURITY NUMBER FOR WHICH THE PROGRAM SEARCHES THE CANCELLATION FILE AND PRINTS A REPORT.

UNSOLD HAS BEEN SLIGHTLY MODIFIED FOR THE MMM ENHANCEMENT.

ENTER INSTRUCTION (I), PROGRAM NAME, OR END (E):
E

Figure 3–2. HELP sample reports

Section IV
OUTPUT DESCRIPTION

3–8. Output.

HELP provides an explanatory report for specific new and updated programs. This explanation includes a discussion of the purpose and function of the program requested, and lists the program(s) it replaces. See figure 3–1 for a sample execution.

3–8A. (Not used.)

(Paragraph not used.)

Section V
ERROR MESSAGES AND CORRECTION PROCEDURES

3–9. System Errors.

The following is a representative list of possible system errors. If any such error messages appear, call the REQUEST/RETAIN Branch immediately.

1. Any message which contains one of the following phrases:
   XXXX FILE NOT INCREMENTED
   XXXX FILE NOT DECREMENTED
   XXXX FILE NOT UPDATED
2. **** TRACE BACK ****
   ENTRY POINT ENTRY ADDRESS RETURN ADDRESS
   XXXXXXXX ZZZZZZZZ ZZZZZZZZ
3. ERROR: ON LUN=XXXXXX
   VSAM ERROR RETURN CODE=XXXXXX
   ACTION CODE=XXX
   KEYS (IN HEX)=ZZZZZZZZ, ZZZZZZZZ
   RECORD TYPE=XXX
   SPARE VARIABLE X=XXXXXX
   CALL REQUEST/RETAIN BRANCH
4. SYSTEM ERROR: INVALID XXXXX IN XXXX
   : ILLEGAL XXXXXX
   : OCCURRED IN XXX WHEN CALLING XXXX
   : IN XXXXXX WHEN RUNNING XXXXX
   : RETURNED BY XXXX
   : ERROR IN XXXX
   : XXXX NOT FOUND
   : RECORD DESCRIPTOR HAS XXXXXXX RETURN CODE IS XX
   : PLEASE CALL REQUEST/RETAIN BRANCH
5. ERROR: READING XXXXX
   : INVALID XXXX INDICATOR IN SUBROUTINE XX
   : XXX NOT FOUND ON XXXX FILE
   : XXXXX ERROR-SUBROUTINE XXXXXX
   : SIOXX-FOR KEY XXXXXX AND ACTION XXXX NUMREC=XXXXXXXX
   : ILLEGAL XXXX PASSED TO XXXXXX
   : BAD XXXX IN XXXXXX
   : IN XXXXX - XXXXXX
   : CANNOT FIND XXXX ON XXXXXX
6. FATAL ERROR - XXXXXX
7. SIOXX ERROR: XXXXXX
8. INVALID XXXXX IN SIOXX
9. INVALID VALUE FOR XXXXX IN XXXXXX
10. BAD RETURN FROM XXXX IN XXXXXX
11. PROBLEM WITH XXXX XXXX RECORD
    VALIDATING XXXXXX IN XXXXXX
    READING XXXXXXX
    IN XXXXXX

12. UNABLE TO GET DATA FROM XXXXXX
    VALIDATE XXXX - XXXXXX
    DECODE XX TYPE XXXXXX
13. VSAM ERROR=XXXX ON LUN XXX
14. VMCF ERROR=XXXXXX FOR LUN XXX
15. NO SINK AVAILABLE FOR LUN XXX
16. KEY/RECORD DISAGREE, KEY=XXXXXX RECORD: XXXXX
17. FACTOR XXXXXX NOT IN DATA DICTIONARY (XXXX)
18. LOGIC ERROR: XXXXXX XXXXX
19. XXXXX IS OUT OF RANGE XXXX IS AN INVALID XXXXX FOR COMPONENT (XXXX)
20. THIS OPTION NOT AVAILABLE AT THIS TIME
    ACTION IS XXXX
21. NO XXXXXX FOUND IN XXXXX
22. XXXXXX RECEIVED BY XXXX IS INCORRECT
23. $CTS ERROR IN XXXX ROUTINE

3–10. Operation Errors.

The following list contains possible operation error messages and the corrective action to be taken for each.

MESSAGE: HELP IS NOT AVAILABLE FOR THIS PROGRAM
ACTION: This is an information message. The user has entered the name of a program for which no HELP information has been written. See table 3-1 for a list of programs accessed by the HELP module.

Chapter 4
ARBILD PROGRAM

Section I
PROGRAM SUMMARY

4–1. Purpose.

The ARBILD program records and holds information about individual applicants. Information may be entered when it is most convenient for the user. For example, initial information about an applicant may be entered in the morning, with additional information being added later in the day, after the applicant has been interviewed by a Guidance Counselor.

Information entered through ARBILD is indexed by a creation date. The information is automatically purged if, after a certain length of time, a reservation is not made with the ARRQST program.

4–2. Applicability.

The ARBILD program is accessed by the following user groups:

a. GC/Recruiting Battalions
b. Recruiting Brigades
c. Reception Stations
d. USAREC
e. KEYSTONE Branch
f. Accession Management Branch
g. RCPAC, and
h. OCAR

4–3. Functions.

ARBILD has six functions. These include:

a. New. Permits the user to enter information about a new applicant and create a record. While operating in this function, information may be altered as required by entering one of the user options described in table 4–1.

b. Change. Allows the user to gain access to a previously entered record which requires modification. Access to the record is gained through the use of this function, but the actual change is made by using the options in Table 4–1. This function requires the user to know the applicant's social security number.

c. Delete. The Delete function is used to remove an entire applicant record. It requires the user to know the applicant's social security number.

d. Show. The applicant's complete record can be displayed using this function. Only previously entered records are displayed using the Show function, which requires the user to know the applicant's social security number.

e. Brief list. Allows the user to obtain a list of newly created records, sorted by social security number and name.

f. End. Allows the user to return to the beginning of ARBILD, to enter the ARRQST program or to terminate the session.

4–4. Options.

ARBILD provides the user with four user options in the New and the Change functions which are described in table 4–1. For example, while operating within the New function, it is possible to display, change, or erase the newly entered information by using one of the options. Please be certain when executing the ARBILD program to distinguish between the functions and the user options. The procedures are slightly different for each category.
Table 4–1 illustrates the user options and procedures.

Table 4–1
ARBILD user options

User Option	Function
DISPLAY (D)	Enter D and depress the carriage return key to display information that is newly entered on the terminal. Do not confuse this option with the Show function.
CHANGE (C)	Enter C, space, the factor label exactly as it appears between the slashes on the record (up to eight characters including any space or dashes) and depress the carriage return key. The program will respond with the factor prompt and then a slash. Enter the new value underneath the factor prompt and depress the carriage return key. For example, to change a physical profile antry: USER: C PHY PROF PROGRAM: PHY PROF/ USER: XXXXXXX
OK (O)	Enter OK or O and depress the carriage return key to indicate that the entires are correct and should be posted. This OK option must be used after the Change or Display options in order to proceed with the program.
ERASE-RECORD (E) (New function)	Enter E and depress the carriage return key to erase a newly entered record. This option is only available within the new function. The record is not posted.
ERASE-CHANGE (E) (Change function)	Enter E and depress the carriage return key to erase the changes that were just made. The change is not recorded.

Section II
INPUT REQUIREMENTS

4–5. Data Items.

ARBILD requires the user to enter the items described below in table 4–2. It is important to note that the items or factors listed below can be changed or new ones added by system managers at any time.

Table 4–2
ARBILD input data items

Field Name	Field Label	Valid Values

Enlistment type	ARTYPE (4)	NPS=Non-prior service SP1=Non-prior service with split training option-BT taken the first summer. SP2=Non-prior service with split training option-AIT taken the first summer. IRN=NPS enlistment into Individual Ready Reserve IS=In Service. PST=Prior service, requiring training. PSN=Prior service, no training required. TRR=Transfers from National guard. RSE=ROTC simultanous enlistment. RST=ROTC simultanous transfer.
Social security number	SOC SEC # (9)	The applicant's nine-digit social security number without spaces or dashes.
Name	NAME (28)	The applicant's name in last, first, middle initial order.
U.S. citizenship	CIT (1)	Y or N
Sex	SX (1)	M or F
Race	RACE (1)	C=Caucasian R=American Indian N=Negro M=Asian X=Other Z=Unknown
Date of birth	BIRTHDATE	The applicant's date of birth in DD/MM/YY format, including the slashes.
Years of civilian education	EDYRS (2)	The type of education corresponding to the four-character code as listed below: NHSG=Non-high school graduate NSSR=High school senior HSDG=High school diploma graduate GEDH=High school equivalency COMP=Certificate of completion ATTN=Certificate of attendance CLEP=First year college equivalence ASSC=Associate degree NURS=Professional nursing diploma BACL=Baccalaureate MAS=Master's degree PMAS=Post master's degree DOCT=Doctorate PROF=Professional certificate of completion.
Valid driver's license	DVRL (1)	The recruiter's nine digit identification number.
Recruiter ID	REC ID (9)	The recruiter's nine digit identification number.
Station credited for reservation	CREDT (4)	The recruiting station's code. The first and third characters are digits (0–9), and the second and fourth characters are letters(A–Z). (USAREC Reg 601–61)
Physical profile	PHY PROF (7)	Seven-digit physical profile code. Digits 1 through 6 are valid between 1 and 4. Digit 7 is valid for only 1.
Color perception	CP (3)	NON=No color discrimination R/G=Red/green discrimination NOR=Normal.
High school math level	MATH (3)	GEN=General ALG=Algebra GEO=Geometry TRI=Trigonometry.
High school science level	SCI (3)	GEN=General BIO=Biology CHE=Chemistry PHY=Physics.
AFQT score	AFQT (3)	Valid between 16 and 100 for males. Valid between 50 and 100 for females.

Table 4–2
ARBILD input data items—Continued

Field Name	Field Label	Valid Values
GT test score	GT (3)	Valid between 1 and 160.
GM test score	GM (3)	Valid between 1 and 160.
EL test score	EL (3)	Valid between 1 and 160.
CL test score	CL (3)	Valid between 1 and 160.
MM test score	MM (3)	Valid between 1 and 160.
SC test score	SC (3)	Valid between 1 and 160.
CO test score	CO (3)	Valid between 1 and 160.
FA test score	FA (3)	Valid between 1 and 160.
OF test score	OF (3)	Valid between 1 and 160.
ST test score	ST (3)	Valid between 1 and 160.
AP test score	AP (3)	Valid between 1 and 160.
Motor vehicle battery score	MVDB (3)	Valid between 85 and 136.
Defense Language test score	DLAB (93)	Valid between 89 and 160. Test scores may be left blank when the record is initially created. Later, when the test scores are available, they are entered by using the Change function.
Analytical Aptitude Test	AAT	Valid between 0 and 22.
Phone number	PHONE NO	Applicant's phone number.
Street, city	STR CITY	The applicant's street and city address.
Zip code	ZIP CODE	The applicant's zip code.
State	STATE	The state the applicant lives in.
GCODE	GCODE	Three-digit alphanumeric code.
Recruit Strength Factor	MEPSCAT (2)	The amount of weight a recruit can lift corresponding to the one character code as listed below: E=not tested F=1–39 G=40–49 H=50–59 J=60–69 K=70–79 L=80–89 M=90–99 N=100–109 P=110–119 Q=120–129 R=130–139 S=140–149 T=150–159 U=160–169 V=170–179 W=180–189 X=190–199 Z=200 +.

4–5A. (Not used.)
(Paragraph not used.)

Section III
PROGRAM OPERATION

4–6. Initiation Procedures.
After completing the sign-on procedures described in Appendix B, the system prints the following message:

ENTER PROGRAM NAME, "LIST" OR "OFF"

The user enters ARBILD and depresses the carriage return key. The program is now ready to communicate with the user.

ARBILD: ENTER LOCID
USER:
1. Enter location identification code.
2. Depress the carriage return key.

4–7. General Procedures.

Follow the procedures described below to utilize the six ARBILD functions which provide the user with the means for handling new applicant records. The first prompt in ARBILD is the function selection prompt:

ARBILD: NEW, CHANGE, DELETE, SHOW, BRIEF LIST, END
USER:

1. Enter N and depress the carriage RETURN key to create a record for a new applicant. Refer to paragraph 4–9 for further details on the use of the New function.
2. Enter C and depress the carriage return key to change or complete an applicant's record. Refer to paragraph 4–10 for further details on the use of the Change function.
3. Enter D and depress the carriage return key to delete an applicant's record. Refer to paragraph 4–11 for further details on the use of the Delete function.
4. Enter S and depress the carriage return key to display an applicant's record. Refer to paragraph 4–12 for further details on the use of the Show function.
5. Enter B and depress the carriage return key to display a list containing the social security numbers and names of all applicants whose records are being held by ARBILD at the previously specified location. Refer to paragraph 4–13 for further details on the use of the Brief List function.
6. Enter E and depress the carriage return key to enter the ARRQST program or to terminate the session. Refer to paragraph 4–14 for further details on the End function.

The user may enter END and depress the carriage return key to be released from a function at any time during the execution of ARBILD.

4–8. Dynamic Prompt Procedures.

ARBILD has a dynamic or variable prompt capability. In the creation of new records, the prompts for the entry of information on the applicant's record may vary according to the applicant's enlistment type and on the addition or modification of factors by system managers. In terms of required data, correction of errors and/or change of data, the dynamic prompt determines which data corrections must be made during the initial creation of a record and which corrections can be made later in the same session or at another time. Specific procedures are described below.

ARBILD has three distinct forms for the entry of data under factor labels which were left blank originally or for which invalid values were entered.

a. Required factor in error or blank.

NSPR IS AN INVALID ENTRY FOR TYPE IN THIS PROGRAM.
/ARTYPE/
NSPR

This type of error message causes the program to display the factor label between the slashes on the line after the message. The invalid value is printed immediately under the factor label. The user should enter valid data underneath the incorrect data. ARBILD will not accept a blank entry. The incorrect original data will remain on the record and in some cases, ARBILD will not allow the user to proceed with the program until a valid entry has been made.

b. Other factors in error or blank.

ERROR: THE FOLLOWING LINE IS NOT A VALID ENTRY FOR RACE
XX or blank
/RACE/

This type of error causes the program to display the incorrect data or a blank on the line after the message and then to print the factor label between slashes on the next line. The user should enter valid data values underneath the factor label and between the slashes. If this type of factor correction is left blank, a blank will be recorded. The original incorrect entry will be erased and a message concerning incomplete record data will be printed before the user posts a record for holding.

c. Linked factors.

YEARS OF EDUCATION (XX) NOT CONSISTENT WITH EDUCATION CODE (XXXX)
EDYRS/EDUC

Linked factors are factors which have inter-dependent values. The value for years of education and the education code are examples of linked factors. An applicant cannot have 10 years of education and a college degree (BACL). The prompts for re-entry of data will appear together, i.e., EDYRS/EDUC. Re-enter valid values for both factors. ARBILD will not accept a blank for one part of a linked pair of factors and will continue to prompt for valid values for both factors.

4–9. New Function Procedures.

Follow the procedures below to create a record for a new applicant.

Table 4–9A
New Function Procedures

ARBILD: /ARTYPE/
USER:
1. Enter the applicant's enlistment type.
2. Depress the carriage return key.

ARBILD: /SOC SEC#/NAME /CIT/SEX/RACE/BIRTHDAT/EDYRS/EDUC/DVRL
/REC ID/CREDT/PHY PROF/CP/MATH/SCI/AFQT/GT/GM/
EL /CL /MM /SC /CO /FA /OF/ST /AF /MVBD/DLAB/AAT
PHONE NO/STR CTY/ZIP CODE/STATE/GCODE/MEPSCAT
USER:
1. Enter the appropriate information under the factor labels and between the slashes. Valid values are found in table 4–2. Information entered under a slash will not be recorded and will produce a warning message.
2. Depress the carriage return key at the end of each line.

ARBILD: CHANGE(C), DISPLAY(D), OK(O), OR ERASE-RECORD(E)?
USER:
1. Select an option from the user option prompt above and follow the procedures described in table 4–1.
2. Depress the carriage return key.
   a. If O is entered and the record is complete, ARBILD will post the record for holding and return to the function selection prompt.
   b. If O is entered and the record is incomplete, ARBILD will print the following.

ARBILD: NO VALUE FOUND FOR FACTOR-XXX
NO VALUE FOUND FOR FACTOR-YYY
NO VALUE FOUND FOR FACTOR-ZZZ

THIS RECORD IS INCOMPLETE FOR THE ENL TYPE ENTERED. YOU MAY POST (P) THE RECORD AS IS OR COMPLETE (C) IT NOW.
RESERVATION NOT ALLOWED UNTIL ALL REQUIRED FACTORS HAVE BEEN ENTERED.
ENTER "C" OR "P" —
USER:
1. Enter P to post the new record for completion at a later time. ARBILD returns to the function selection prompt.
2. Enter C to complete the record and proceed to the next prompt.
3. Depress the carriage return key.

ARBILD: /XXX/YYY/ZZZ/ (factor label prompts for factors listed in the previous prompt)
USER:
1. Enter data for the factors displayed between the slashes. Table 4–2 provides valid data values.
2. Depress the carriage return key.
   a. If there are no more errors or blanks, skip the next prompt.
   b. If there are linked factor errors, ARBILD will proceed to the next step.

ARBILD: (Error message concerning linked factors.)
/XXX/YYY/
USER:
1. Enter valid values under both factor label prompts. Paragraph 4–8 describes factor linkage in detail.
2. Depress the carriage return key.

ARBILD: NEW, CHANGE, DELETE, SHOW, BRIEF LIST, END
USER:

1. Enter the first letter of the function from the function selection prompt above and follow the appropriate procedures described in paragraphs 4–9 through 4–14. Figure 4–1 provides an example of the New function.
2. Depress the carriage return key.

```
 NEW,CHANGE,DELETE,SHOW,BRIEF LSIT, ENDN
/ARTYPE/
 CAS
/SOC SEC# /NAME                                /CIT/SX/RACE/BIRTHDAT/EDYRS/EDUC/DVRL/
 021021021 BROWN, JOHN                              F       6/6/60          BACL   Y
/REC ID    /CREDT/PHY PROF/CP  /MATH/SCI  /AFQT/GT /GM /EL /CL /MM /SC /CO/
 111111111 1      1111111  NOR   TRI       100  100 111 100 100 111 100 100
/FA /OF /ST /AP /MVDB/DLAB/AAT/PHONE NO     /STR CTY     /ZIP CODE/STATE/
 100      100 100 100       15  202-3456      ELM ST.,MAY  12345      MA
/GCODE/MEPSCAT
   L       Z
CHANGE(C), DISPLAY(D), OK(O), OR ERASE-RECORD(E)?O
NO VALUE FOUND FOR FACTOR - CIT
NO VALUE FOUND FOR FACTOR - RACE

THIS RECORD IS INCOMPLETE FOR THE ENL TYPE ENTERED.
YOU MAY POST(P) THE RECORD AS IS OR COMPLETE(C) IT NOW.
RESERVATION NOT ALLOWED UNTIL ALL REQUIRED FACTORS HAVE BEEN ENTERED.
ENTER "C" OR "P" - C
/CIT/RACE/
  Y    C
YEARS OF EDUCATION (   0) NOT CONSISTENT WITH EDUCATION CODE (BACL)
/EDYRS/EDUC/
 16    BACL
NEW,CHANGE,DELETE,SHOW,BRIEF, LIST,END E
```

Figure 4–1. ARBILD New function

4–10. Change Function Procedures.

Follow the procedures below to complete or change an applicant's record.

Table 4–10A
Change Function Procedures

ARBILD: SOCIAL SECURITY NO.
USER:
1. Enter the nine-digit social security number of the applicant whose record is to be changed or completed.
2. Depress the carriage return key.

ARBILD: DISPLAY(D), CHANGE(C), OK(O), OR ERASE-CHANGES(E)?
USER:
1. Enter an option selected from the user option prompt above and follow the procedures described in table 4–1. The Change option is used to enter data for factors left blank when the record was originally created.
2. Depress the carriage return key.
   a. If O is entered and the record is complete, ARBILD will return to the function selection prompt.

Table 4–10A
Change Function Procedures—Continued

b. If O is entered and the record is incomplete, ARBILD will proceed to the next step.

ARBILD: NO VALUE FOUND FOR FACTOR - XXX
NO VALUE FOUND FOR FACTOR - YYY
NO VALUE FOUND FOR FACTOR - ZZZ

THIS RECORD IS INCOMPLETE FOR THE ENL TYPE ENTERED. YOU MAY POST (P) THE RECORD AS IS OR COMPLETE (C) IT NOW.
RESERVATION NOT ALLOWED UNTIL ALL REQUIRED FACTORS HAVE BEEN ENTERED.
ENTER “C”OR “P” —

USER:

1. Enter C to complete the record and proceed to the next prompt.
2. Enter P to post the incomplete record for holding. ARBILD returns to the function selection prompt.
3. Depress the carriage return key.

ARBILD: /XXX/YYY/ZZZ/(factor prompts for values listed above as blank).

USER:

1. Enter valid values for the factors listed. Table 4–2 provides valid values for data. Paragraph 4–8 describes the dynamic (variable) prompt requirements.
2. Depress the carriage return key.

ARBILD: DISPLAY(D), CHANGE(C), OK(O), OR ERASE-CHANGES(E)?

USER:

1. Enter an option selected from the user option prompt above and follow the procedures described in table 4–1.
2. Depress the carriage return key.
   a. If O is entered and the record is complete, ARBILD posts the record and proceeds to the next prompt.
   b. If O is entered and the record is incomplete, a list of missing factors and the message as shown above will be repeated.

ARBILD: NEW, CHANGE, DELETE, SHOW, BRIEF LIST, END.

USER:

1. Enter the first letter of the function from the function selection prompt above and follow the appropriate procedures described in paragraphs 4–9 through 4–14. Figure 4–2 provides an example of the Change function.
2. Depress the carriage return key.

```
NEW,CHANGE,DELETE,SHOW,BRIEF LIST,ENDC
SOCIAL SECURITY NO. 021021021
DISPLAY(D), CHANGE(C), OK(O), OR ERASE-CHANGES(E)?D
/SOC SEC# /NAME                          /CIT/SX/RACE/BIRTHDAT/EDYRS/EDUC/DRVL/
 21021021  SMITH, MARY                     Y  F    C 06/06/60 16    NURS   Y
/REC ID   /ARTYPE/CREDT/PHY PROF/CP  /MATH/SCI /AFQT/GT /GM /EL /CL /MM /
 111111111   NPS   1E    1111111      TRI  PHY       111 111 111 111 111
/SC /CO /FA /OF /ST /AP /MVDB/DLAB/AAT/PHONE NO     /STR CTY     /ZIP CODE/
 111 111 111     111 111  111  111 15  313-4567      4TH ST.,JAY  12456
/STATE/GCODE/MEPSCAT
  MD     L      Z
DISPLAY(D), CHANGE(C), OK(O), OR ERASE-CHANGES(E)? C CP
CP  /
 NOR
DISPLAY(D), CHANGE(C), OK(O), OR ERASE-CHANGES(E)?O
NO VALUE FOUND FOR FACTOR - AFQT

THIS RECORD IS INCOMPLETE FOR THE ENL TYPE ENTERED.
YOL MAY POST(P) THE RECORD AS IS OR COMPLETE(C) IT NOW.
RESERVATION NOT ALLOWED UNTIL ALL REQUIRED FACTORS HAVE BEEN ENTERED.
ENTER "C" OR "P"-C
/AFQT/
 100
NEW,CHANGE,DELETE,SHOW,BRIEF LIST,END E
```

Figure 4–2. ARBILD Change function

4–11. Delete Function Procedures.

Follow the procedures described below to delete an applicant's record.

Table 4–11A
Delete Function Procedures

ARBILD: SOCIAL SECURITY NO.
USER:
1. Enter the nine-digit social security number of the applicant whose record is to be deleted.
2. Depress the carriage return key.

ARBILD: XXXXXXXXX DELETED
NEW, CHANGE, DELETE, SHOW, BRIEF LIST, END
USER:
1. Enter the first letter of a function from the function selection prompt and follow the appropriate procedures described in paragraphs 4–9 through 4–14. Figure 4–3 contains a sample deletion.
2. Depress the carriage return key.

```
NEW,CHANGE,DELETE,SHOW,BRIEF LIST,ENDD
SOCIAL SECURITY NO. 021021021
 21021021 DELETED
NEW,CHANGE,DELETE,SHOW,BRIEF LIST,ENDE
```

Figure 4–3. ARBILD Delete function

4–12. Show Function Procedures.

Follow the procedures below to display an applicant's record.

Table 4–12A
Show Function Procedures

ARBILD: SOCIAL SECURITY NO.
USER:
1. Enter the nine-digit social security number of the applicant whose record is to be displayed.
2. Depress the carriage return key.

ARBILD: Displays, applicant's record.
NEW, CHANGE, DELETE, SHOW, BRIEF LIST, END
USER:
1. Enter the first letter of the function from the function selection prompt above and follow the appropriate procedures as described in paragraph 4–9 through 4–14. Figure 4–4 provides an example of the Show function.
2. Depress the carriage return key.

```
NEW,CHANGE,DELETE,SHOW,BRIEF LIST,END S
SOCIAL SECURITY NO.123234345
/SOC SEC# /NAME                                  /CIT/SX/RACE/BIRTHDAT/EDYRS/EDUC/DVRL/
 123234345 BROWN, JOHN                                M      12/03/62 12     HSDG   Y
/REC ID    /ARTYPE/CREDT/PHY PROF/CP    /MATH/SCI /AFQT/GT /GM /EL /CL /MM /
 149457868   CAS    1E     1111111 NOR   ALG  PHY   12  11  11  11  11  11
/SC /CO /FA /OF /ST /AP /MVDB/DLAB/AAT/PHONE NO      /STR CTY      /ZIP CODE/
 11  11  11      11  11            15  203-3456      ELM ST.,MAY  12345
/STATE/GCODE/MEPSCAT
  MA     L       Z
NEW,CHANGE,DELETE,SHOW,BRIEF LIST,END E
```

Figure 4–4. ARBILD Show function

4–13. Brief List Procedures.

Follow the procedures below to obtain a list, sorted by social security number, of the applicants whose records are being held by ARBILD for the location entered at the beginning of the program.

ARBILD: Prints list of records being held.
NEW, CHANGE, DELETE, SHOW, BRIEF LIST, END.
USER:
1. Enter the first letter of the function from the function selection prompt above and follow the appropriate procedures described in paragraph 4–9 through 4–14. Figure 4–5 contains a sample of the Brief List function.
2. Depress the carriage return key.

```
NEW,CHANGE,DELETE,SHOW,BRIEF LIST,ENDB
FOR LOCID AKK :
 123234345 BROWN, JOHN
 170520470 WYLY WILLIAM B JR
 105501050 FRITZ, MARY
 180500140 HALL, JEFFREY
 333333333 RRRRRR
NEW,CHANGE,DELETE,SHOW,BRIEF LIST,ENDE
```

Figure 4–5. ARBILD Brief List function

4–14. End Function Procedures.

Follow the procedures described below to terminate ARBILD or to enter the ARRQST program.

ARBILD: ARBILD(B), ARRQST(R), OR END?
USER:

1. Enter B to RETURN to the function selection prompt of ARBILD.
2. Enter R to enter the ARRQST program and make a reservation for an applicant whose record is complete.
3. Enter E to terminate the ARBILD session. Figure 4–6 provides an End function sample.
4. Depress the carriage return key.

```
NEW, CHANGE, DELETE, BRIEF LIST, END E
```

Figure 4–6. ARBILD End function

Section IV
OUTPUT DESCRIPTION

4–15. Output.

ARBILD provides output through the Brief List function, as illustrated in figure 4–5. Applicants' records being held for completion before processing through the ARRQST reservation program may be displayed through the Show or Change functions, so there is no other hard copy from ARBILD.

4–15A. (Not used.)

(Paragraph not used.)

Section V
ERROR MESSAGES AND CORRECTION PROCEDURES

4–16. System Errors.

The following is a representative list of possible system errors. If any such error messages appear, call the KEYSTONE Branch immediately.

1. Any message which contains one of the following phrases:
   XXXX FILE NOT INCREMENTED
   XXXX FILE NOT DECREMENTED
   XXXX FILE NOT UPDATED
2. Any message which contains one of the following phrases:
   COUNTERS WOULD BECOME NEGATIVE
   UNSUCCESSFUL UPDATE OF XXXXX

RESERVATIONS WOULD BECOME NEGATIVE

3. **** TRACE BACK ****

ENTRY POINT	ENTRY ADDRESS	RETURN ADDRESS
XXXXXXXX	ZZZZZZZZ	ZZZZZZZZ

4. ERROR: ON LUN=XXXXXX
   VSAM ERROR RETURN CODE=XXXXXX
   ACTION CODE=XXX
   KEYS (IN HEX)=ZZZZZZZZ, ZZZZZZZZ
   RECORD TYPE=XXX
   SPARE VARIABLE X=XXXXXX
   CALL KEYSTONE BRANCH
5. SYSTEM ERROR: INVALID XXXXX IN XXXX
   : ILLEGAL XXXXXX
   : OCCURRED IN XXX WHEN CALLING XXXX
   : IN XXXXXX WHEN RUNNING XXXXX
   : RETURNED BY XXXX
   : ERROR IN XXXX
   : XXXX NOT FOUND
   : RECORD DESCRIPTOR HAS XXXXXXX RETURN CODE IS XX
   : PLEASE CALL REQUEST/RETAIN BRANCH
6. ERROR: READING XXXXX
   : INVALID XXXX INDICATOR IN SUBROUTINE XX
   : XXX NOT FOUND ON XXXX FILE
   : XXXXX ERROR-SUBROUTINE XXXXXX
   : SIOXX-FOR KEY XXXXXX AND ACTION XXXX NUMREC=XXXXXXXX
   : ILLEGAL XXXX PASSED TO XXXXXX
   : BAD XXXX IN XXXXXX
   : IN XXXXX - XXXXXX
   : CANNOT FIND XXXX ON XXXXXX
7. FATAL ERROR - XXXXXX
8. SIOXX ERROR: XXXXXX
9. INVALID XXXXX IN SIOXX
10. INVALID VALUE FOR XXXXX IN XXXXXX
11. BAD RETURN FROM XXXX IN XXXXXX
12. PROBLEM WITH XXXX XXXX RECORD
    VALIDATING XXXXXX IN XXXXXX
    READING XXXXXXX
    IN XXXXXX
13. UNABLE TO GET DATA FROM XXXXXX
    VALIDATE XXXX - XXXXXX
    DECODE XX TYPE XXXXXX
14. VSAM ERROR=XXXX ON LUN XXX
15. VMCF ERROR=XXXXXX FOR LUN XXX
16. NO SINK AVAILABLE FOR LUN XXX
17. KEY/RECORD DISAGREE, KEY=XXXXXX RECORD: XXXXX
18. FACTOR XXXXXX NOT IN DATA DICTIONARY (XXXX)
19. LOGIC ERROR: XXXXXX XXXXX
20. XXXXX IS OUT OF RANGE XXXX IS AN INVALID XXXXX FOR COMPONENT (XXXX)
21. THIS OPTION NOT AVAILABLE AT THIS TIME
    ACTION IS XXXX
22. NO XXXXXX FOUND IN XXXXX
23. XXXXXX RECEIVED BY XXXX IS INCORRECT
24 $CTS ERROR IN XXXX ROUTINE

4–17. Operation Errors.

The following list contains possible operation error messages and the corrective action to be taken for each.

Table 4–17A
Operation Error Messages

MESSAGE: INVALID LOCATION ID

Table 4–17A
Operation Error Messages—Continued

ENTER LOCID
ACTION: The user has entered an invalid location ID code. Verify and re-enter the code for your location.

MESSAGE: ERROR-INVALID SSN
ACTION: The user has entered an invalid social security number. Re-enter the nine-digit social security number with no spaces or dashes.

MESSAGE: XXXX IS AN INVALID ENTRY FOR TYPE IN THIS PROGRAM
/ARTYPE/
XXXX
ACTION: Enter a valid value for enlistment type under the incorrect entry and depress the carriage return key. Valid values are listed in Table 4–2. A blank entry is not accepted for this factor.

MESSAGE: SSN NOT FOUND FOR YOUR LOCATION
ACTION: This is an information message. ARBILD is not holding a record for this social security number.

MESSAGE: NO RECORDS FOUND FOR YOUR LOCATION
ACTION: This is an information message related to the Brief List function. There are no applicant records being held under the location ID entered at the beginning of ARBILD procedures.

MESSAGE: 1. MIN AGE REQUIREMENT NOT MET (DOB=XX/XX/XX)
XXXX IS NOT ALLOWED FOR ARMY RESERVE
ACTION: If age and education values are correct as entered, the applicant is not eligible for the Army Reserve. Further processing is net possible.

MESSAGE: APPLICANT HAS 05H1 POTENTIAL - MUST ALSO MEET EXISTING QUALIFICATIONS
ACTION: This is an information message for use in ARRQST processing. No action is required on the user's part.

MESSAGE: INVALID TYPE ON HOLDING RECORD
ACTION: The user has entered an invalid type. Reenter a valid type.

MESSAGE: INVALID FACTOR ABBREVIATION
ACTION: The user has entered an invalid value for a factor abbreviation in the execution of the Change user option. Enter C, a space, the factor label exactly as it appears on the record, (up to eight characters including any spaces or dashes) and depress the carriage return key. See Table 4–1 for the Change user option procedures.

MESSAGE: XXXXXXX/XXXX ALREADY EXISTS - TRANSACTION FAILED
ACTION: A record is already being held by ARBILD for the social security number indicated in the message above. The record may be accessed through the Change, Show or Brief List functions. The record created for this social security number in the New function has been erased.

MESSAGE: YEARS OF EDUCATION (XX) NOT CONSISTENT WITH EDUCATION CODE (XXXX)
ACTION: The value for years of education and the education code are linked factors. For example, an applicant cannot have 10 years of education and a college degree (BACL). The prompts for re-entry of data will appear together, i.e., /YR/EDUC/. Re-enter valid values for both factors. Table 4–2 provides valid descriptions.

MESSAGE: WARNING: DATA UNDER THE SLASH IN COLUMN XXX
DATA NOT INSIDE SLASHES IS IGNORED
ACTION: Any data entered under the slashes is not recorded. There are 80 columns or spaces on the terminal. Find the entry that is under the indicated slash and decide whether or not the non-recording of this data invalidates the entry. Changes can be made through the Charge user option when the option prompt appears. See Table 4–1 for user options.

MESSAGE: ERROR: THE FOLLOWING LINE IS NOT A VALID ENTRY FOR XXXXXXXX XXXXX (or blank)
/factor label/
ACTION: Enter a valid value for the factor indicated. Make the entry between the slashes and see Table 4–2 for valid factor values. If the space is left blank, a blank will be recorded on the record and the invalid value erased.

MESSAGE: 1. XXXXXXXXX NOT LINKED TO CREDIT XXXX
XXXX IS AN INVALID CREDIT FOR YOUR LOCATION ID
ACTION: Recruiter identification codes, credit identification codes and location ID codes are all linked. The user must be sure that his recruiter, credit and location ID codes are valid and linked. Data correction prompts will appear together, i.e., /REC ID/CREDT/and must both be completed.

MESSAGE: RECRUIT RECORD ALREADY EXISTS FOR SSN XXXXXXXXX
ACTION: This record has failed a duplicate SSN check. The record already exists on the recruit file.

MESSAGE: PROBLEM WRITING RECORD TO THE PREVENT FILE
ACTION: This SSN has been found on the PREVENT file. Duplicate SSN's are not allowed.

Chapter 5
ARCNCL PROGRAM

Section I
PROGRAM SUMMARY

5–1. Purpose.
The ARCNCL program enables the user to cancel an applicant's training reservation. Reservations must be cancelled immediately upon learning that an applicant will be unable to occupy the reserved training seat. Cancelling a reservation includes the cancellation of the applicant's advanced individual training (AIT) seat and BT/BCT class space. Cancellation of a reservation makes a seat available to another applicant. When a training reservation is cancelled, the appropriate counters in the Quota, Recruit, and Cancellation files are adjusted.

5–2. Applicability.
The ARCNCL program is accessed by the following user groups:

a. FORSCOM/CONUSAs
b. ARCOM
c. USAREC
d. KEYSTONE Branch
e. GC/Recruiting Battalions
f. Recruiting Brigades
g. OCAR
h. RCPAC, and
i. Accession Management Branch

Section II
INPUT REQUIREMENTS

5–3. Data Items.
ARCNCL requires the user to enter the items described below in table 5–1.

Table 5–1
ARCNCL input data items

Field Name	Field Label	Valid Values
Location identification code	LOCID	The code for the location where the reservation was made. This entry is not required of field users.
Social security number	SOC SEC NO	The nine-digit social security number entered without spaces or dashes.
Selection number	SEL #	The selection number assigned to the record to be cancelled. Normally, only split reservations will have two selections. Do not cancel the SPI prior to cancelling the SP2.

Table 5–1
ARCNCL input data items—Continued

Field Name	Field Label	Valid Values
Cancellation reason code	REASON CODE NUMBER	The code that explains the reason for cancelling a reservation. CODE REASON 1 Declined enlistment 2 Police record 3 Medical disqualification 4 Joined other component 5 Changed MOS 6 Change of start date 7 Fraudulent enlistment 8 Double allocation 9 TRADOC discharge 10 Unqualified 11 No show 12 Other reason(this requires an entry under remarks) 13 Conflict with civilian employment

5–5A. (Not used.)

(Paragraph not used.)

Section III
PROGRAM OPERATION

5–4. Initiation Procedures.

After completing the sign-on procedures described in Appendix B, the system prints the following message:

ENTER PROGRAM NAME, “LIST” OR “OFF”

The user enters ARCNCL and depresses the carriage return key. The Program is now ready to communicate with the user.

ARCNCL: ENTER LOCID
(this prompt will not be seen by Army Reserve field users).

USER:
1. Enter the location identification code of the location where the reservation was made.
2. Depress the carriage return key.

5–5. Procedures.

Follow the procedures described below to cancel a training reservation. See figure 5–1 for a sample execution.

Table 5–5A
Procedures to Cancel a Training Reservation

ARCNCL: ARMY RESERVE CANCELLATION ROUTINE
ENTER SOC SEC NO OR END?
USER:
1. Enter the applicant’s nine-digit social security number without spaces or dashes.
2. Enter END to terminate the program.
3. Depress the carriage return key.

ARCNCL: Prints a portion of each record which exists for the specified SSN.
CANCELLATION (YES, NO)?
USER:
1. Enter Y to make the cancellation and see the next prompt.
2. Enter N if the cancellation is not desired. This returns the user to the beginning of the program.
3. Depress the carriage return key.

ARCNCL: ENTER SELECTION #TO BE CANCELLED
USER:

Table 5–5A
Procedures to Cancel a Training Reservation—Continued

1. Enter the applicant's selection number (SEL #) as listed by the program.
2. Depress the carriage return key.

ARCNCL: SHOW CANCELLATION CODES AND DESCRIPTIONS (Y OR N)
USER:
1. Enter Y to obtain a list of cancellation codes and descriptions. See table 5–1 or figure 5–1 for the list.
2. Enter N if the list is not required.
3. Depress the carriage return key.

ARCNCL: Prints a list of cancellation codes and descriptions if Y is entered. For either Y or N, the program prints the following message:
ENTER REASON CODE NUMBER / /
USER:
1. Enter a valid reason code. Code 12 requires a remark.
2. Depress the carriage return key.

ARCNCL: YOU PICKED
(reason code) (reason definition)
OK? (Y or N)
USER:
1. Enter Y to confirm the cancellation code and reason.
Skip the next prompt for all codes except 12-OTHERS.
2. Enter N to return to the ENTER REASON CODE prompt above.
3. Depress the carriage return key.

ARCNCL: REMARKS
USER:
1. Enter the reason for the cancellation.
2. Depress the carriage RETURN key.

ARCNCL: CANCELLATION SUCCESSFUL
CANCEL ANOTHER SELECTION (YES, NO)?
This prompt does not appear if there is only one record on file with the specified social security number. The user is returned to the initial prompt.
USER:
1. Enter Y to cancel another selection number.
2. Enter N to return to the beginning of the program.
3. Depress the carriage return key.

ARCNCL: ENTER SELECTION # TO BE CANCELLED
USER:
1. Enter another selection number (SEL #), and follow the procedures from the same prompt above.
2. Depress the carriage return key.

```
ENTER LOCID:10

ARMY RESERVE CANCELLATION ROUTINE.

ENTER SOC SEC NO OR END?
021021021

                    PERSONNEL DATA-PRIVACY ACT OF 1974 (5 USC 552A)

SEL  #  1
 SOC  SEC#  / NAME                        / SX / MOS  / RECEPT    / REC ID    /
 21021021     JONES, ALBEN                   M  71L1    03/01/83    987654321

SEL  #  2
 SOC  SEC#  / NAME                        / SX / MOS  / RECEPT    / REC ID    /
 21021021     JONES, ALBEN                   M  71L1    01/08/83    987654321

CANCELLATION (YES,NO)?
Y

ENTER SELECTION # TO BE CANCELLED?
2
SHOW CANCELLATION CODES AND DESCRIPTIONS (Y OR N)Y
 1  DECLINED ENL
 2  POLICE RECORD
 3  MEDICAL DISQUAL
 4  JOINED OTHR COMP
 5  CHANGED MOS
 6  CHANGE STARTDATE
 7  FRAUDULENT ENL
 8  DOUBLE ALLOCATN
 9  TRADOC DISCHARG
10  UNQUALIFIED
11  NO SHOW
12  OTHER REASONS
13  CONFLCT CIV EMP
ENTER REASON CODE NUMBER
/    /
  12
YOU PICKED
12     OTHER REASONS
O.K.?    (Y OR N)
Y
REMARKS
TEST CANCELLATION
CANCELLATION SUCCESSFUL.

CANCEL ANOTHER SELECTION (YES,NO)?
N

ENTER SOC SEC NO OR END?
E
```

Figure 5–1. ARCNCL sample cancellation

Section IV
OUTPUT DESCRIPTION

5–6. Output.
ARCNCL provides no output other than that described in Section III.

5–6A. (Not used.)
(Paragraph not used.)

Section V
ERROR MESSAGES AND CORRECTION PROCEDURES

5–7. System Errors.
The following is a representative list of possible system errors. If any of these error messages appear, call the KEYSTONE Branch immediately.

1. ERROR ON LUN=XXXXX
   VSAM ERROR RETURN CODE=XXXXXX
   ACTION CODE=XXX
   KEYS (IN HEX)=ZZZZZZZZ, ZZZZZZZZ
   RECORD TYPE=XXX
   SPARE VARIABLE=XXXXXX
   CALL REQUEST OFFICE
2. VSAM ERROR=XXXX ON LUN XXX
3. VMCF ERROR=XXXXXXX FOR LUN XXX
4. NO SINK AVAILABLE FOR LUN XXX
5. **** TRACE BACK ****

ENTRY POINT	ENTRY ADDRESS	RETURN ADDRESS
XXXXXXXX	ZZZZZZZZ	ZZZZZZZZ

6. DATA FROM RECRUIT (OR RESERVE) RECORD UNOBTAINABLE.
7. PRIMARY (OR SECONDARY) ACCESSION CHARACTERISTIC ABBREVIATION CANNOT BE FOUND.
8. RESERVATION COUNTER WOULD HAVE GONE NEGATIVE, THEREFORE RESERVATION COUNTER WAS NOT DECREMENTED FOR PRIMARY ACCESSION _____AND SECONDARY ACCESSION_____FOR LOGIC XXXX AND SSN XXXXXXXXX
9. BCT FILE NOT UPDATED FOR TYPE: XX
   DATE XXXXX
   RESERVATIONS WOULD BECOME NEGATIVE, PLEASE CALL KEYSTONE BRANCH.
10. IDIM-BINARY-INVALID DIMENSION IN BINARY SEARCH.
11. BAD CALL TO PUTVAL IN CANREQ
12. ERROR: LINE LENGTH IS GREATER THAN 80 IN
    SUBROUTINE EXTRACT. CALL REQUEST OFFICE
13. SYSTEM ERROR: INVALID NUMBER OF FACTORS
    PASSED TO GENFIO
    PLEASE CALL REQUEST OFFICE
    THE INVALID NUMBER OF FACTORS IS XXXX
14. SYSTEM ERROR: FACTOR NUMBER XXXX IS NOT IN THE RECORD DESCRIPTION ARRAY OR THE ARRAY IS NOT SORTED. PLEASE CALL THE REQUEST OFFICE.
15. SYSTEM ERROR: RECORD DESCRIPTOR RECORD HAS IMPROPER START BIT OR
    LENGTH IN BITS
    CALL REQUEST OFFICE
    START BIT=XX
    LENGTH IN BITS=XX
    FACTOR NUMBER=XXXX
16. INVALID ACTION CODE IN XXXXXX, ACTION: XX
17. AIT RECORD (OR SSN) NOT ON HASH FILE
18. CANNOT CANCEL - BT (OR AIT) RESERVATION EXISTS ON ANOTHER LOCID CALL REQUEST OFFICE.
19. ERRORS COMMON OVERFLOWED (LODERR)

20. SYSTEM ERROR: NISRCH HAS TAKEN AN ALTERNATE EXIT. NISRCH WAS CALLED WITH START POSITION XXXX AND NUMBER OF CHARACTERS XXXX PLEASE CALL REQUEST OFFICE
(this message will be followed by messages number 21 and 5)
21. A SYSTEM ERROR HAS BEEN DETECTED IN SUBROUTINE PARS1.
THE FIELD BEING PROCESSED IS: _____
THE START POSITION OF THE FIELD IN THE STRING IS XXXX.
THE END POSITION OF THE FIELD IN THE STRING XX.
PLEASE CALL REQUEST OFFICE
(This message will be followed by message number 5).
22. ERROR IN SIOXX TYPE
23. ERROR IN COUNT AND VALUE ARGUMENTS IN SIOXX
24. INVALID UPDATE COUNTERS
SIOXX - UPDATE=_____.
25. INVALID RECTYP FOR READ-MANY FUNCTION
26. INVALID ACTION ARGUMENT=XX
27. READMANY IN SIOXX ONLY ALLOWED FOR TYPES X, X.
28. ERROR IN_____ CALLING SIOXX.
29. INVALID IN SIOXX.
30. ERROR - SIOXX - FORKEY XXXXXXX, ZZZZZZZZZ
AND ACTION XXXX NUMREC=XXXXX
31. THIS ACTION NOT AVAILABLE AT THIS TIME
ACTION IS ZZZZZZZZ
(This message will be followed by message number 5)
32. KEY/RECORD DISAGREE, KEY=ZZZZZZZZZZ
RECOR: ZZZZZZZZZ
33. ERROR: ILLEGAL _____PASSED TO SIOXX.
34. ERROR: INVALID _____OR_____FOR_____, SIOXX.
35. ERROR: INVALID TRANSLATION TABLE ENTRY POINTER FOR FACTOR XXXXX
SUBROUTINE XXXXX.
36. ERROR: NO INTEGER USERID-USERGET
37. VSAM ERR, RSRVD REC - UVRSCN.
38. RECRUIT FILE RDR READ ERROR.
39. ERROR - REP ACTIVITY FILE NOT UPDATED FOR (SOC. SEC. NO.)
RESERVATIONS WOULD BECOME NEGATIVE
PLEASE CALL THE KEYSTONE BRANCH

5–8. Information Messages.

The following are information messages which may appear during the execution of ARCNCL. There is no corrective active required by the user either than to notify the KEYSTONE Branch of any massages concerning files not updated, decremented or in error. The program processing continues.

1. NO RECORD FOUND FOR THIS SOC. SEC. NO.
2. SELECTION # XX ALREADY CANCELLED
3. THIS IS A VERIFIED ACCESSION
TO COMPLETE THIS CANCELLATION, YOU MUST CALL USAREC AT:
459–3763 OR 459–3764
4. UNRESERVED RECORD ALREADY EXISTS:
XXXXXXXX (CONTRL)
5. UNIT VACANCY RECORD FOR XXXXXXX (UIC code)
XXXXXXX (CONTRL) DD/MM/YY NOT FOUND.
UVL FILE NOT UPDATED.
6. RECRUIT RECORD NOT FOUND ON RECRUIT FILE.
7. RECSTA OR CLASS RECSTA=0. NO UPDATES MADE TO QUOTA FILE.
8. BATDAT NOT WITHIN RANGE - FILE NOT DECREMENTED
9. BAT FILE NOT DECREMENTED - WOULD BECOME NEGATIVE
10. FISCAL YEAR NOT ON ANNUAL FILE - FILE NOT UPDATED
11. ACTIVITY RECORD NOT FOUND
12. DATE OF RESERVATION XX/XX/XX IS NOT IN CURRENT OR LAST FISCAL YEAR
13. ACTIVITY FILE NOT UPDATED FOR LOCID XXXX - RECORD NOT FOUND
14. CLASS NOT FOUND ON QUOTA FILE
15. BCT FILE NOT UPDATED; ERROR IN DATE

16. BCT FILE NOT UPDATE - ERROR BCT LOC CODE BCTUPD
17. WRONG BCT LOCATION NAME
18. ERROR TRAINING TYPE - QUOTA FILE CANNOT BE UPDATED
19. QUOTA FILE NOT DECREMENTED - RESERVATIONS WOULD BECOME NEGATIVE
PLEASE CALL KEYSTONE BRANCH
20. RECORD WITH KEY=
NOT FOUND ON QUOTA FILE
21. WEEKLY LIMIT RECORD ON QUOTA FILE NOT DECREMENTED RESERVATIONS WOULD BECOME NEGATIVE. PLEASE CALL REQUEST OFFICE.
22. WEEKLY LIMIT RECORD NOT FOUND ON QUOTA FILE
23. QUOTA FILE UPDATE ERROR FOR SSN: XXXXXXXXX
24. RECORD NOT ON PREVENT FILE FOR THIS SSN
25. PROBLEM IN CANCELLING NON-SPLIT RECORD

5–9. Operation Errors.

The following list contains possible operation error messages and the corrective action to be taken for each.

Table 5–9A
Operation Error Messages

MESSAGE: INVALID USER.
ACTION: The program automatically terminates. No action possible.

MESSAGE: SOC SEC NO IS INVALID
ACTION: The user has entered an invalid social security number. Enter the applicant's nine-digit social security number without spaces or dashes.

MESSAGE: NO RECORD FOUND FOR THE SOC SEC NO.
ACTION: Verify the social security number and re-enter it. If the message appears again, the cancellation cannot be made at this terminal.

MESSAGE: THIS IS A VERIFIED ACCESSION TO COMPLETE THIS CANCELLATION YOU MUST CALL USAREC OP AT: 459–3763 OR 459–3764
ACTION: Certain users are not allowed to cancel verified accessions.Call USAREC as directed.

MESSAGE: INVALID SELECTION #
ACTION: Enter the selection number as printed by the program. See figure 5–1.

MESSAGE: SEL NO_____ HAS ALREADY BEEN CANCELLED
ACTION: The selection number entered by the user has already been cancelled. Enter another selection number.

MESSAGE: INVALID CANCELLATION REASON
ACTION: Enter a valid reason code from table 5–1. The reason codes must be entered as 1, 2, 3, and so on.

MESSAGE:
SELECTION PRINTED BELOW IS FOR YOUR INFORMATION ONLY.
IT MUST BE CANCELLED USING THE LOCATION ID (XXX)
FROM WHICH THE RESERVATION WAS MADE.
ACTION: The reservation was made on a LOCID (XXX) linked to the LOCID on which this message appeared. User must cancel the record using LOCID (XXX).

Chapter 6
ARCNFR PROGRAM

Section I
PROGRAM SUMMARY

6–1. Purpose.

The ARCNFR program enables the user to confirm the disposition of USAR reservations at the end of each working day. The program lists individual applicants who have enlisted or are shipped on particular days to specified locations. The user confirms the disposition of each reservation by indicating its status, or by updating the information reported.

6–2. Applicability.

The ARCNFR program is accessed by the following user groups;

a. GC/Recruiting Battalions
b. Recruiting Brigades
c. USAREC
d. KEYSTONE Branch
e. OCAR
f. RCPAC
g. Accession Management Branch

6–3. Functions.

ARCNFR has two functions. These include:

a. Report. ARCNFR reports USAR reservations for individual applicants who have enlisted or are shipped on particular days. The user will only see those prompts which pertain to his particular LOCID and/or access range.

b. Update. ARCNFR allows the user to confirm, change, or cancel a reservation.

6–4. Options.

ARCNFR provides the user with the options shown in table 6–1.

Table 6–1
ARCNFR user options

User Option	Function
ACCESSED (A)	Enter A to confirm that the applicant enlisted in the Army Reserve.
SHIPPED (S)	Enter S to confirm that the applicant shipped as scheduled.
NEW SHIP DATE (N/DD/NN/YY)	Enter N/DD/MM/YY to change the shipping date, which must be within six days prior to the RECSTA (Reception Station) date.
CANCEL (C)	Enter C to cancel a reservation.
OTHER (O)	Enter O when the other options do not apply. The program responds by reporting the next reqruit reservation for the specified LOCID and enlistment date.

Section II
INPUT REQUIREMENTS

6–5. Data Items.

ARCNFR requires the user to enter the items described below in table 6–2.

Table 6–2
ARCNFR input data items

Field Name	Field Label	Valid Values
Social security number	SOC SEC NUMBER	Enter the applicant's nine digit social security number without spaces or dashes. The social security number is entered if verification is desired for only one applicant. Otherwise, enter ALL to be able to verify all applicants scheduled for enlistment on the specified date.
All	ALL(A)	Two prompts appear for management users that include an ALL response option: 1. If all enlistment reservations for the specified date are desired, enter ALL. 2. Enter ALL instead of region or SELECT if all LOCIDs for all regions are desired.
Enlistment date	ENLISTMENT DATE	The enlistment date for which verification of reservations is being made. This date must be entered in DD/MM/YY format, including the slashes. Thisdate must be prior to or equal to today's date.

Table 6–2
ARCNFR input data items—Continued

Field Name	Field Label	Valid Values
Regional reqruiting command	REGION (1–6)	Code / Region 1 NERRC 3 SERRC 4 SWRRC 5 MWRRC 6 WRRC
Army recruiting command	ARMY (100–900)	Code / Army 100 1st Army 200 2nd Army 300 3rd Army 400 4th Army 500 5th Army 600 6th Army 700 Western Command 800 Alaska 900 Reserve Europe
Selected LOCIDs	SELECT(S)	Enter up to 12 LOCIDs within the user's access range.
Location identification code	LOCID	The location where the reservation was made.
Civilian education	EDUC	Enter total number of years of education under EDYRS. Enter the education code from the list below under EDUC. NHSG= Non-high school graduate GEDH= High school equivalency CIHS= Currently in high school COMP= Certificata of completion ATTN= Certificata of attendance HSSR= High school senior HSDG= High school diploma graduate CLEP= First year college equivalence ASSC= Associate Degree NURS= Professional nursing diploma BACL= Baccalaureate MAST= Master's degree PMAS= Post master's degree. DOCT= Doctorate PROF= Professional certificate of completion.
Years of civilian education	EDYRS	The total number of years of educatin
Shipment date	SHIPMENT	The date scheduled for the recruit to be shipped to a designated Reception station. The shipment date must be within six days prior to the RECSTA date. Use the DD/MM/YY format. see NEW SHIP DATE below.
New shipment date	NEW SHIP DATE	Same as above for SHIPMENT.Field labels differ with user response to initial prompt: ACCESSION (A), SHIPMENT (S), OR END (E):If A was entered, the preceding field label appears and, if S was entered, this Field Label appears.

6–5A. (Not used.)

(Paragraph not used.)

Section III
PROGRAM OPERATION

6–6. Initiation Procedures.

After completing the sign-on procedures described in Appendix B, the system prints the following message:

ENTER PROGRAM NAME, "LIST" OR "OFF"

The user enters ARCNFR and depresses the carriage return key. The program is now ready to communicate with the user.

6–7. Procedures.

Follow the procedures described in A. ACCESSIONS below, to confirm enlistment reservations, and follow the procedures under B. SHIPMENT, to confirm reservations with SHIPMENT dates.

a. ACCESSIONS

Table 6–7A
Procedures to confirm enlistment reservations

ARCNFR: ENTER ACCESSION (A), SHIPMENT (S), OR END (E):
USER:
1. Enter A to confirm applicant enlistment.
2. Enter S to confirm shipments as scheduled. See B. SHIPMENT below for procedures.
3. Enter E to terminate the program.
4. Depress the carriage return key.

ARCNFR: ENTER ENLIST DATE /SOC SEC NUMBER OR ALL
USER:
1. Enter the enlistment date for which reservations are required in DD/MM/YY format.
2. Enter the social security number for a specific recruit reservation.
3. Enter ALL to have all reservations for specified areas reported.
4. Depress the carriage return key.

The program now presents different location ID prompts to different users. Follow the directions below in table 6–3.

Table 6–3
ARCNFR location ID prompts for different user groups

Prompts	User groups/Response
ENTER LOCIDS THAT ARE LINKED TO YOUR DRC: / / / / / / / / / / / /	DRC/Enter LOCIDs, keeping within the slashes, and depress the carriage return key.
ENTER REGION (R) OR SELECT (S): / / / / / / / / / / / /	RRC/Enter the required region code (see table 6–2), or enter S and key in up to twelve LOCIDs within user access range. Depress the carriage return key.
ENTER ALL (A), ARMY (100–900), REGION (1–6), SELECT (S):	REQUEST/RETAIN Branch and USAREC/Enter A to report all requit reservations for all areas or enter the required ARMY OR REGION code (see table 6–2), or enter S to select up to twelve LOCIDs. Depress the carriage return key and respond to the next two prompts if S is entered.
ENTER LOCIDS BETWEEN THE SLASHES / / / / / / / / / / / / /	REQUEST/RETAIN Branch and USAREC/Enter up to twelve LOCIDs and depress the carriage return key.
ENTER MORE LOCIDS (Y) OR (N)?	REQUEST/RETAIN Branch, USAREC, RRC/Enter N if no more LOCIDs are required. Skip the next prompt, or enter Y if more LOCIDs are required and proceed to the next prompt. Depress the carriage return key.
ENTER LOCIDS / / / / / / / / / / / / /	REQUEST/RETAIN Branch, USAREC, RRC/Enter required LOCIDs and depress the carriage return key.

Notes:
note: Guidance Counselors do not receive a location ID prompt.

Table 6–7B
Procedures to confirm enlistment reservations - Continued

USER: All user groups now respond

ARCNFR: ACCESSIONS TO BE VERIFIED ON: DD/MM/YY (today's date appears)

ENTER ACCESSED (A), CANCEL (C), OR OTHER (O)
LOCATION ID: XX (this does not appear for Guidance Counselors)

NAME	/ SOC SEC #	/ EDUC /	EDYRS /	SX /
DOE, JOHN	111122211	HSDG	12	M

Proceed to the appropriate set of option procedures (a. ACCESSED, b. CANCEL, c. OTHER) for instructions on processing reservations. After an option is selected and a reservation is processed, the program will do one of two things depending upon user response to the second prompt, ENTER ENLIST DATE/SOC SEC NUMBER OR ALL. If a social security number is entered, the program states, PROCESSING COMPLETE FOR SOC SEC# XXXXXXXXX, and repeats the initial prompt, ENTER ACCESSION (A), SHIPMENT (S), OR END (E). If ENLIST DATE or ALL is entered instead of a social security number, in response to the initial prompt, the program repoerts the next reservation for the specified LOCID. IF there are no more reservations to report for all the specified LOCIDs, the program states PROCESSING COMPLETE FOR ENLISTMENT DATE XX/MM/YY, and then prompts the user with, ENTER ACCESSION (A), SHIPMENT (S), OR END (E). If more than one LOCID is specified, and there are no reservations to process in any particular LOCID, the program will proceed to the next specified LOCID. See figures 6-1 and 6-2.

a: ACCESSED

ARCNFR:

NAME	/ SOC SEC #	/ EDUC /	EDYRS /	SX /
DOE, JOHN	111122211	HSDG	12	M

USER: Enter A to confirm the reservation and depress the carriage return key. The program will report the next reservation.

b: CANCEL

ARCNFR:

NAME	/ SOC SEC #	/ EDUC /	EDYRS /	SX /
DOE, JOHN	111122211	HSDG	12	M

USER: Enter C to cancel the reservation and depress the carriage return key.

ARCNFR:

NAME	/ SOC SEC #	/ EDUC /	EDYRS /	SX /
DOE, JOHN	111122211	HSDG	12	M

USER:
1. enter Y to cancel the reservation.
2. Enter N not to cancel the reservation. In this case, the program will report the next reservation. Skip the following three prompts.
3. Depress the carriage return key.

ARCNFR: WARNING—DO NOT HANG UP, CANCELLATION STILL IN PROCESS
SHOW CANCELLATION CODES AND DESCRIPTIONS (Y OR N)?
USER:
1. Enter Y to display codes and descriptions.
2. Enter N not to display codes and descriptions.
3. Depress the carriage return key.

ARCNFR: If the user enters Y, a list of cancellation codes andd descriptions are printed. For both Y and N responses, the program prompts the user to enter a Reason Code number.
See figure 6–1
ENTER REASON CODE NUMBER
/ /
USER: Enter the Reason Code number and depress the carriage return key.

ARCNFR: YOU PICKED
5 CHANGED MOS
O.K.? (Y OR N)
USER:
1. Enter Y if O.K.
2. Enter N if not O.K. The previous and then this prompt will reappear.

Table 6–7B
Procedures to confirm enlistment reservations - Continued—Continued

3. Depress the carriage return key

c: OTHER

ARCNFR:

NAME	/ SOC SEC #	/ EDUC /	EDYRS /	SX /
DOE, JOHN	111122211	HSDG	12	M

USER: Enter O when the other options do not apply, and depress the carriage return key. The program reports the next reservation.

b. SHIPMENT

Table 6–7C
SHIPMENT

ARCNFR: ENTER ACCESSION (A), SHIPMENT (S), OR END (E):

USER:
1. Enter A to confirm the applicant's enlistment. See A. ACCESSORIES above.
2. Enter S to confirm the applicant is shipped as scheduled.
3. Enter E to terminate the program.
4. Depress the carriage return key.

ARCNFR: ENTER SHIPMENT DATE/SOC SEC NUMBER OR ALL

USER:
1. Enter the shipment date. This date must be within six days prior to the RECSTA date.
2. Enter the applicant's nine-digit social security number.
3. Enter ALL to obtain a report of all reservations for all specified LOCIDs.
4. Depress the carriage return key.

LOCID ID INPUT —

The program now presents different location ID prompts to different users. See table 6–3 for descriptions and procedures.

All user groups now respond.

ARCNFR: RESERVATIONS SCHEDULED TO SHIP DD/MM/YY
ENTER SHIPPED (S), CANCEL (C), NEW SHIP DATE (N/DD/MM/YY), OR OTHER (O)
LOCATION ID

NAME	/ SOC SEC #	/ EDUC /	EDYRS /	SX /
DOE, JOHN	123456789	HSDG	12	M

Proceed to the appropriate set of procedures (a. SHIPPED, b. CANCEL, c. NEW SHIP DATE, d. OTHER). After an option is selected and a reservation is processed, the program will do one of two things, depending upon user response to the second prompt, ENTER SHIPMENT DATE/SOC SEC NUMBER OR ALL. If a social security number was entered, the program states, PROCESSING COMPLETE FOR SOC SEC# 123456789, and repeats the initial prompt, ENTER ACCESSION (A), SHIPMENT (S), OR END (E). If SHIPMENT DATE or ALL is entered instead of a social security number in response to the second prompt, the program repoerts the next reservation for the specified LOCID. IF there are no more reservations to report for all the specified LOCIDs, the program states PROCESSING COMPLETE FOR SHIPMENT DATE DD/MM/YY, and repeats the initial prompt, ENTER ACCESSION (A), SHIPMENT (S), OR END (E). If more than one LOCID is specified, and there are no reservations to process in any particular LOCID, the program will proceed to the next specified LOCID. See figures 6-1 and 6-2.

a: SHIPPED

ARCNFR:

NAME	/ SOC SEC #	/ EDUC /	EDYRS /	SX /
DOE, JOHN	123456789	HSDG	12	M

USER: 1. Enter S to confirm that the applicant is being shipped as scheduled, and depress the carriage return key. Follow the next two prompts.

ARCNFR: CHANGE EDUCATIONAL LEVEL (Y OR N)?

USER:
1. Enter Y to change the educational level and follow the next prompt.

Table 6–7C
SHIPMENT—Continued

2. Enter N if the educational level is not to be changed. The program reports the next reservation.
3. Depress the carriage return key.

ARCNFR: EDYRS/EDUC
12 HSDG
USER: Enter the required EDYRS and/or EDUC changes and depress the carriage return key.

ARCNFR:
GENFIO O
EDUCYR O
EDUCATIONAL LEVEL CHANGED
The program reports the next reservation.

USER: N/A

---

b: CANCEL

ARCNFR:

NAME	/ SOC SEC #	/ EDUC /	EDYRS /	SX /
DOE, JOHN	123456789	HSDG	12	M

USER: Enter C and depress the carriage return key. Follow the next two prompts.

ARCNFR: CANCEL, OK (Y OR N)?
USER:
1. Enter Y to cancel the reservation.
2. Enter N in order not to cancel the reservation. The program will report the next reservation. Skip the next three prompts.
3. Depress the carriage return key.

ARCNFR: WARNING—DO NOT HANG UP, CANCELLATION STILL IN PROCESS
SHOW CANCELLATION CODES AND DESCRIPTIONS (Y OR N)?
USER:
1. Enter Y to display codes and descriptions.
2. Enter N not to display codes and descriptions.
3. Depress the carriage return key.

If the user enters Y, a list of cancellation codes and descriptions are printed. For both Y and N responses, the program prompts the user to enter a Reason Code number.

ARCNFR: ENTER REASON CODE NUMBER
/ /
USER: Enter the Reason Code number and depress the carriage return key.

ARCNFR: YOU PICKED
1 DECLINED ENL
O.K.? (Y OR N)
USER:
1. enter Y if O.K.
2. Enter N if not O.K. The previous and then this prompt will reappear.
3. Depress the carriage return key.

---

c: NEW SHIP DATE

ARCNFR:

NAME	/ SOC SEC #	/ EDUC /	EDYRS /	SX /
DOE, JOHN	123456789	HSDG	12	M

USER:
1. Enter an N, slash, and the new ship date, using the DD/MM/YY format. he new date must be within six days prior to the RECSTA date.
2. Depress the carriage return key. The program reports the next reservation.

---

d: OTHER

ARCNFR:

NAME	/ SOC SEC #	/ EDUC /	EDYRS /	SX /
DOE, JOHN	123456789	HSDG	12	M

USER: Enter O when the other options do not apply and depress the carriage return key. The program reports the next reservations.

```
ENTER ACCESSION (A), SHIPMENT (S), OR END (E):  A
ENTER ENLIST DATE  /SOC SEC NUMBER OR ALL
A
LOCATION ID INPUT -

ENTER ALL (A), ARMY (100-700), REGION (1-6), SELECT (S):  S
ENTER LOCIDS BETWEEN THE SLASHES
   /   /   /   /   /   /   /   /   /   /   /   /
12

ENTER MORE LOCIDS (Y) OR (N)?  Y
ENTER LOCIDS BETWEEN THE SLASHES
   /   /   /   /   /   /   /   /   /   /   /   /
52

ENTER MORE LOCIDS (Y) OR (N)?  N

ACCESSIONS TO BE VERIFIED ON:  5/10/82

ENTER ACCESSED (A), CANCEL (C), OR OTHER (O)


LOCATION ID:  12

NAME                                / SOC SEC# / EDUC / EDYRS / SX /
DOE JOE                               100200300  HSDG      12    M
A
NAME                                / SOC SEC# / EDUC / EDYRS / SX /
FAY JOE                               111111111  HSDG      12    M
NAME                                / SOC SEC# / EDUC / EDYRS / SX/
RAY, JOE                              222222221  HSDG      12    M
O


LOCATION ID:  52

NAME                                / SOC SEC# / EDUC / EDYRS / SX /
HARRIS REX                            222222222  PROF      16    M
C
NAME                                / SOC SEC# / EDUC / EDYRS / SX
HARRIS REX                            222222222
CANCEL, OK (Y OR N)?
Y

WARNING - DO NOT HANG UP, CANCELLATION STILL IN PROCESS

SHOW CANCELLATION CODES AND DESCRIPTIONS (Y OR N) Y
 1  DECLINED ENL
 2  POLICE RECORD
 3  MEDICAL DISQUAL
 4  JOINED OTHR COMP
 5  CHANGED MOS
```

Figure 6–1. ARCNFR ACCESSIONS sample report and execution for REQUEST/RETAIN Branch and USAREC users

```
 6  CHANGE STARTDATE
 7  FRAUDULENT ENL
 8  DOUBLE ALLOCATN
 9  TRADOC DISCHARG
10  UNQUALIFIED
11 NO SHOW
12  OTHER REASONS
13  CONFLCT CIV EMP
ENTER REASON CODE NUMBER
/    /
5
YOU PICKED
5     CHANGED MOS
O.K.?   (Y OR N)
Y
NAME                                / SOC SEC# / EDUC / EDYRS / SX
SMITH MARY J                          123123111  HSDG       0    M
0

PROCESSING COMPLETE FOR ENLISTMENT DATE DD/MM/YY
ENTER ACCESSION (A), SHIPMENT (S), OR END (E): E
```

Figure 6–1. ARCNFR ACCESSIONS sample report and execution for REQUEST/RETAIN Branch and USAREC users – Continued

```
ENTER ACCESSION (A), SHIPMENT (S), OR END (E): S
ENTER SHIPMENT DATE/SOC SEC NUMBER OF ALL
DD/MM/YY
LOCATION ID INPUT -

ENTER REGION (R) OR SELECT (S): 6

RESERVATIONS SCHEDULED TO SHIP 30/ 9/82

ENTER SHIPPED (S), CANCEL (C), NEW SHIP DATE (N/DD/MM/YY), OR OTHER (O)


LOCATION ID:  46

NAME                                / SOC SEC # / EDUC / EDYRS / SX /
BAKER, JAMES B.                       12544488    HSDG      12    M
N/DD/MM/YY
NAME                                / SOC SEC # / EDUC / EDYRS / SX /
JAMES, KEVIN F.                       301648228   GEDH       0    M
S
CHANGE EDUCATION LEVEL (Y OR N)?
Y
 EDYRS / EDUC /
    0    GEDH

5
GENFIO   0
EDUCYR   0
EDUCATION LEVEL CHANGED
 NAME                               / SOC SEC # / EDUC / EDYRS / SX /
 WILSON, EDWIN                        404763167   GEDH       0    M
O
NAME                                / SOC SEC # / EDUC / EDYRS / SX /
RILEY PORTER                         405942044   GEDH       0    M
N/DD/MM/YY


LOCATION ID:  22


LOCATION ID:  81

NAME                                / SOC SEC # / EDUC / EDYRS / SX /
SMITH RICHARD O                       609503898   GEDH       0    M
O
NAME                                / SOC SEC # / EDUC / EDYRS / SX /
TRAGG STEVE                           501547888   HSDG      15    M
O

PROCESSING COMPLETE FOR SHIPMENT DATE:  DD/MM/YY
ENTER ACCESSION (A), SHIPMENT (S), OR END (E):  E
```

Figure 6–2. ARCNFR SHIPMENT sample report and execution for RRC users

Section IV
OUTPUT DESCRIPTION

6–8. Output.

ARCNFR provides the following data items in the reports confirming recruit reservations.

Table 6–4
ARCNFR output description

Field Name	Field Label	Content Description
Name	The recruit's name	The recruit's name in last, first, middle initial order.
Social security number	XXXXXXXXX	The recruit's nine-digit social security number without spaces or dashes.
Years of civilian education	EDYRS	The total number of years of education.
Civilian education	EDUC	The type of education corresponding to the four-character code as listed below: NHSG=Non-high school graduate GEDH=High school equivalency CIHS=Currently in high school COMP=Certificata of completion ATTN=Certificata of attendance HSSR=High school senior HSDG=High school diploma graduate CLEP=First year college equivalence ASSC=Associate Degree NURS=Professional nursing diploma BACL=Baccalaureate MAST=Master's degree PMAS=Post master's degree. DOCT=Doctorate PROF=Professional certificate of completion.
Sex	SX	M or F.

6–8A. (Not used.)

(Paragraph not used.)

Section V
ERROR MESSAGES AND CORRECTION PROCEDURES

6–9. System Errors.

The following is a representative list of possible system errors. If any of these error messages appear, call the KEYSTONE Branch immediately.

1. DATA FROM RECRUIT RECORD UNOBTAINABLE
2. DATA FROM RESERVE RECORD UNOBTAINABLE
3. PRIMARY ACCESSION CHARACTERISTICS ABBREVIATION CANNOT BE FOUND
4. SECONDARY ACCESSION CHARACTERISTICS ABBREVIATION CANNOT BE FOUND
5. RESERVATION COUNTER WOULD HAVE GONE NEGATIVE, THEREFORE RESERVATION COUNTER WAS NOT DECREMENTED FOR PRIMARY ACCESSION XXXXXXXX AND SECONDARY ACCESSION XXXXXXXX FOR LOCID XXXX AND SSN XXXXXXXXX
6. SYSTEM ERROR. CALL REQUEST/RETAIN BRANCH.
7. INVALID INTEGER COMPONENT VALUE (EDUCYR)
8. ERROR-ED CODE NOT ON RECORD (EDUCYR)
9. UNABLE TO DECODE ED CODE (EDUCYR).
10. ERROR-YRS OF EDUCATION NOT ON RECORD (EDUCYR).
11. PROBLEM VALIDATING YRS AND ED CODE (EDUCYR).
12. FACTOR ABBREV. XXXX XXXX NOT IN DATA DICT (EDUCYR)
13. SYSTEM ERROR: INVALID NUMBER OF FACTORS
    PASSED TO GENFIO.
    PLEASE CALL REQUEST/RETAIN Branch.

THE INVALID NUMBER OF FACTORS IS XXXX.

14. SYSTEM ERROR: FACTOR NUMBER XXXX IS NOT IN THE RECORD DESCRIPTOR ARRAY OR THE ARRAY IS NOT SORTED. PLEASE CALL THE REQUEST OFFICE.

15. SYSTEM ERROR: RECORD DESCRIPTOR RECORD HAS IMPROPER START BIT OR LENGTH IN BITS. CALL REQUEST OFFICE.

START BIT=XX
LENGTH BITS=XX
FACTOR NUMBER=XXXX

16. HEXDMP: RECLEN=XXXX XXXX, '728'

6–10. Operation Errors.

The following list contains possible operation error messages and the corrective action to be taken for each.

Table 6–10A
Operation Error Messages

MESSAGE: INVALID SOC SEC NUMBER **ACTION:** The user has entered an invalid social security number. Enter a valid nine-digit social security number.
MESSAGE: DATE INVALID, IT IS GREATER THAN TODAY'S DATE **ACTION:** The user has entered a date greater than today's date. Enter today's date or a date prior to today.
MESSAGE: YEARS OF EDUCATION (XX) NOT CONSISTENT WITH EDUCATION CODE (XXXX) **ACTION:** The user has entered an invalid number for the education code cited. Enter a number consistent with the education code.
MESSAGE: CANNOT VERIFY AN HSSR, CHANGE EDUC CODE **ACTION:** This is an information message informing the user that the education code must be changed because reservations cannot be verified for high school seniors.
MESSAGE: SSN XXXXXXXXX NOT FOUND **ACTION:** The user is informed that this social security number is not found in the LOCID specified.

Chapter 7
ARGET PROGRAM

Section I
PROGRAM SUMMARY

7–1. Purpose.

The ARGET program enables the user to retrieve the record of an applicant for whom a training reservation has been made. To obtain the record, the user must enter the location ID where the reservation was made and the applicant's social security number. The ARGET program allows the user to make certain changes to an applicant's record if the disposition of the applicant's enlistment has not been confirmed through the ARRQST program. Information that can be changed is as follows:

1. The total number of years of education
2. Educational level
3. Birth date
4. Order number

7–2. Applicability.

The ARGET program is accessed by the following user groups:

a. GC/Recruiting Battalions
b. Recruiting Brigades
c. Reception stations
d. USAREC
e. KEYSTONE Branch
f. RCPAC
g. OCAR

h. Accession Management Branch

7–3. Functions.

ARGET has two functions. These include:

a. Report Only - Displays a specified recruit's record.

b. Report/Update - Enables the user to change the recruit's civilian education code, the total number of years of civilian education, date of birth, and order number. While operating in this function, information may be altered as required by entering one of the user options described in table 7–1.

7–4. Options.

ARGET provides the user with the following options in the Report/Update function: Display, Change, OK, and End.

Table 7–1
ARGET user options

User Option	Function
DISPLAY(D)	Enter D and depress the carriage return key to display a specified recruit record on the terminal. The program then returns to the ENTER SSN OR END prompt.
CHANGE(C) or MORE CHANGES(C)	Enter C and depress the carriage return key to change information. ARGET will print the factors with the values as originally entered. Enter the new values under the original values or blanks and depress the carriage return key.
OK(O)	Enter OK or O and depress the carriage return key to indicate that the entries are correct and should be posted. This OK option must be used after the Change option in order to update the file according to the changes.
END	Enter E to return to the second prompt in the procedures (ENTER SSN OR END)

Section II
INPUT REQUIREMENTS

7–5. Data Items.

ARGET requires the user to enter the first two items described below in table 7–2. Changes may be made to the following factors.

Table 7–2
ARGET input data items

Field Name	Field Label	Valid Values
Location identification code	LOCID	The location identification code denoting the location where the applicant's reservation was made.
Social security number	SSN	The applicant's nine-digit social security number without spaces or dashes.
Years of civilian education	EDYRS	The total number of years of education.

Table 7–2
ARGET input data items—Continued

Field Name	Field Label	Valid Values
Civilian education	EDUC	The type of education corresponding to the four-character code as listed below: NHSG=Non-high school graduate GEDH=High school equivalency CIHS=Currently in high school COMP=Certificata of completion ATTN=Certificata of attendance HSSR=High school senior HSDG=High school diploma graduate CLEP=First year college equivalence ASSC=Associate Degree NURS=Professional nursing diploma BACL=Baccalaureate MAST=Master's degree PMAS=Post master's degree. DOCT=Doctorate PROF=Professional certificate of completion.
Date of birth	BIRTHDAT	The applicant's date of birth in DD/MM/YY format, including the slashes.
Order number	ORDER NO	The number on the enlistee's published orders.

7–5A. (Not used.)

(Paragraph not used.)

Section III
PROGRAM OPERATION

7–6. Initiation Procedures.

After completing the sign-on procedures described in Appendix B, the system prints the following message:

ENTER PROGRAM NAME, "LIST" OR "OFF"

The user enters ARGET and depresses the carriage RETURN key. The program is now ready to communicate with the user.

Table 7–6A
Initiation Procedures

ARGET: ENTER LOCID
USER:
1. Enter the location identification code.
2. Depress the carriage return key.

ARGET: ENTER SSN OR END
USER:
1. Enter the social security number of the applicant whose record is desired.
2. Depress the carriage RETURN key.

7–7. Report/Update Procedures.

Follow the procedures described below to execute the ARGET program.

Table 7–7A
Report/Update Procedures

ARGET: REPORT ONLY(R), REPORT/UPDATE(U) OR END(E)
USER:
1. Enter R to report a specific recruit record. The program prints the desired record and returns the user to the above prompt. See figure 7–1 for a Sample report.
2. Enter U and depress the carriage return key to change certain factor values within the recruit record.

Table 7–7A
Report/Update Procedures—Continued

3. Enter E and depress the carriage return key to terminate the program.

ARGET: DISPLAY(D), CHANGE(C) OR END(E)?
USER:
1. Enter D and depress the carriage RETURN key to obtain a report of the applicant's record. The program prints the record and repeats this prompt.
2. Enter C and depress the carriage RETURN key to change certain factor values in the applicant's record, and depress the carriage return key. See sample below.
3. Enter E and depress the carriage RETURN key to return to the second prompt in the Initiation procedures (SSN or END (E)).

ARGET: /EDYRS /EDUC /BIRTHDAT /ORDER NO
XX XX XX/XX/XX XXX-XXX
USER:
1. Enter the new factor value underneath the old factor value, keeping within the slashes.
2. Depress the carriage return key.

ARGET: DISPLAY(D), OK(O), MORE CHANGES(C) OR END(E)?
USER:
1. Enter D and depress the carriage return key to obtain a report of the applicant's record.
2. Enter O and depress the carriage return key to accept the changes made.
3. Enter C and depress the carriage return key to display the factor values in order to make additional changes in the applicant's record.
4. Enter E and depress the carriage return key to return to the Initiation Procedures paragraph.

ARGET: ENTER SSN OR END(E):
USER:
1. Enter the social security number of another applicant whose record the user wishes to access. Depress the carriage return key.
2. Enter E and depress the carriage return key to terminate the program.

```
ENTER LOCID:  XXX

ENTER SSN OR END(E):  123456988

REPORT ONLY(R), REPORT/UPDATE(U), OR END(E)?  R
SOC SEC#  / NAME                          / ARTYPE / SX / MOS  / LAST UPD /
123456988   SFC MAC SP1 TESTER                SP1     M   92B1   04/08/82
BIRTHDAT / RACE / CIT / EDUC / EDYRS  /  PHY PROF / REC ID    / GC ID     /
01/01/61      C     Y   ASSC      14      1111111   123456789   0
CREDT / MUSARC / PPN / UIC#    / UV  CNTL#  / RENO / BON / ORDER NO / RESERV  /
 7S1        0    33    WSDCAAA    0              N        101-011   08/09/81
ENLIST   / SHIP DAT / RECEPT   / AIT DATE  /  AITDATE2 / BAT DATE / BT LOC /
08/09/81   08/09/81   14/09/81                                      JACKSON
AIT LOC  / AIT LOC2 / MATH / SCI  / AFQT  / GT  / GM  / EL  / CL  /  MM  / SC /
                      ALG    CHE     98     111   111   111   111    111   111
CO  / FA  / CF  / ST  / AP  / MVDB  / DVRL  / DLAB  /AAT/ DLI CLS# / PHONE NO /
111   111   111   111          0         Y                          2023250112
STR CTY                                   / ZIP CODE  / STATE / TERM / GCODE /
1 FIRST ST ALEX                              22211       VA      0      L
HRAP / SP1-INAC       /SP1 TEXT         / REOSUT   /  MEPSCAT  / MEPQUAL/ MPOVER.
 A                                         NOTR          Z          G      OFF
ENTER SSN OR END(E):  E
```

Figure 7–1. ARGET Report Only sample

```
ENTER LOCID:  XXX

ENTER SSN OR END(E):  123456988

REPORT ONLY(R), REPORT/UPDATE(U), OR END(E)?  U

DISPLAY(D), CHANGE(C), OR END(E)?  C
EDYRS / EDUC / BIRTHDAT / ORDER NO 7
   14   ASSC   01/01/61    101-011
               02/03/62

DISPLAY(D),   OK(O),   MORE CHANGES(C),   OR END(E) ?C
 EDYRS / EDUC / BIRTHDAT / ORDER NO /
    14   ASSC   02/03/62    101-011

DISPLAY(D),   OK(O),   MORE CHANGES(C),   OR END(E) ?O

ENTER SSN OR END(E):  E
```

Figure 7–2. ARGET Report/Update sample

Section IV
OUTPUT DESCRIPTION

7–8. Output.

ARGET provides the following data items in the reports generated in the Report function and Display option.

Table 7–3
ARGET output data items

Field Name	Field Label	Valid Values
Social security number	SOC SEC #	The applicant's nine-digit social security number entered without spaces or dashes.
Name	NAME (8)	The applicant's name in last, first, middle initial order.
Enlistment type	ARTYPE (4)	NPS=Non-prior service IRN=NPS enlistment into Individual Ready Reserve IS=In Service SP1=Non-prior service enlistments with the split training option BT and AIT SP2=Non-prior service enlistments with the split training option BT and AIT PST=Prior service, requiring training PSN=Prior service, no training required TRR=Transfers from Individual Ready Reserve TRR=Transfers from National Guard RSE=ROTC simultanous enlistment RST=ROTC simultanous transfer
Sex	SX(1)	M or F
Military Occupational Specialty	MOS(1)	The code for the applicant's Military Occupational Specialty
Date of last update	LAST UPD	Date of last update to the applicant's record, in DD/MM/YY format.
Date of birth	BIRTHDATE	The applicant's date of birth in DD/MM/YY format, including the slashes.
Race	RACE (1)	C=Caucasian R=American Indian N=Negro M=Asian X=Other Z=Unknown
U.S. citizenship	CIT (1)	Y or N
Years of civilian education	EDYRS (2)	The type of education corresponding to the four-character code as listed below: NHSG=Non-high school graduate NSSR=High school senior HSDG=High school diploma graduate GEDH=High school equivalency COMP=Certificate of completion ATTN=Certificate of attendance CLEP=First year college equivalence ASSC=Associate degree NURS=Professional nursing diploma BACL=Baccalaureate MAS=Master's degree PMAS=Post master's degree DOCT=Doctorate PROF=Professional certificate of completion.
Years of civilian education	YR(2)	The total number of years of education.
Physical profile	PHY PROF(7)	Seven-digit physical profile code. Digits 1 through 6 are valid between 1 and 4. Digit 7 is valid 1 through 4, 6, 7.
Recruiter ID	REC ID (9)	The recruiter's nine-digit identification number.
Guidance counselor identification code	GC ID	Guidance counselor identification code.

Table 7–3
ARGET output data items—Continued

Field Name	Field Label	Valid Values
Station credited	CREDT(4)	The code for the reception station credited with this enlistment. The first and third characters are digits (0–9), and the second and fourth characters are letters (A–Z). (USAREC Reg 601–61)
Major US Army Reserve Command	MUSARC	The 12-digit code identifying the specified unit's Major US Army Reserve Command.
Program procurement number	PPN	The applicant's program procurement number.
Unit identification code	UIC	The seven-character identifying code of the specified unit.
Unit vacancy control number	UV CNTL#	The unit vacancy control number which references the unit vacancy against which a reservation is being made.
Renegotiated contract indicator	RENO(3)	Y=renegotiated contract N=not a renegotiated contract.
Bonus flag	BON	The one-character flag telling if a bonus comes with this unit's vacancies. F=bonus for enlistment of reup, K=bonus for enlistment only, blank=no bonus.
Order number	ORDER NO	The order number for the particulr applicant.
Reservation date	RESERV	The applicant's reservation date, in DD/MM/YY format, including the slashes.
Enlistment date	ENLIST	The applicant's date of enlistment, in DD/MM/YY format, including the slashes.
Shipping date	SHIP DAT	The date the applicant must report to be shipped to the assigned training section.
Reception date	RECEPT	The applicant's reception date, in DD/MM/YY format, including the slashes.
Advanced individual Training date	AIT DATE	The start date of the applicant's Advanced Individual training, in DD/MM/YY format.
Second Advanced individual Training date	AIT DATE2	The start date of the applicant's period of Advanced Individual training for the prerequisitev MOS.
Basic Airborne Training	BAT DATE	The start date of the applicant's Basic Airborne Training.
Basic Training location	BT LOC	The eight-character abbreviation for the location of the applicant's Basic Training.
Advanced Individual Training location	AIT LOC	The ten-character abbreviation for the locations of the applicant's Advanced Individual Training.
Second Advanced Individual Training location	AIT LOC2	The ten-character abbreviation of the Advanced Individual Training location for a prerequisite MOS.
High school math level	MATH (3)	GEN=General ALG=Algebra GEO=Geometry TRI=Trigonometry.
High school science level	SCI (3)	GEN=General BIO=Biology CHE=Chemistry PHY=Physics.
AFQT score	AFQT (3)	Valid between 16 and 100 for males. Valid between 50 and 100 for females.
GT test score	GT (3)	Valid between 1 and 160.
GM test score	GM (3)	Valid between 1 and 160.
EL test score	EL (3)	Valid between 1 and 160.
CL test score	CL (3)	Valid between 1 and 160.
MM test score	MM (3)	Valid between 1 and 160.
SC test score	SC (3)	Valid between 1 and 160.
CO test score	CO (3)	Valid between 1 and 160.

Table 7–3
ARGET output data items—Continued

Field Name	Field Label	Valid Values
FA test score	FA (3)	Valid between 1 and 160.
OF test score	OF (3)	Valid between 1 and 160.
ST test score	ST (3)	Valid between 1 and 160.
AP test score	AP (3)	Valid between 1 and 160.
Motor vehicle battery test score	MVDB (3)	Valid between 1 and 135.
Valid driver's license	DVRL (1)	Y or N
Defense Language test score	DLAB (93)	Valid between 0 and 164.
Defense Language Institute class number	DLI CLS#	The number of Defense Language Institute class to which the individual has been assigned.
Phone number	PHONE NO	The applicant's phone number.
Street, city	STR CTY	The applicant's street and city address.
Zip code	ZIP CODE	The applicant's zip code.
State	STATE	The state the applicant lives in.
Term of enlistment	TERM	The total number of years during which the recruit is signed up for active duty.
GCODE	GCODE	Three-digit alphanumerical code.
Hometown Recruiter Aid Program	HRAP	Enter the code corresponding to the soldiers recruiter aid referral status: A - Not enlisted as the result of recruiter aid referral. Recommended for recruiter aid duty by recruiter. X - Enlisted as the result of TRADOC recruiter aid referral. Recommended for recruiter aid duty. Y - Enlisted as the result of FORSCOM recruiter aid referral. Recommended for recruiter aid duty. T - Enlisted as the result of TRADOC recruiter aid referral. Not recommended for recruiter aid duty. F - Enlisted as the result of FORSCOM recruiter aid referral. Not recommended for recruiter aid duty. O - Other
SPI Inactive Indicator	SPI-INAC	Valid Codes: A - Joined ROTC/SMP B - CON/MAC Discharge C - Deceased D - Trans - 1, 5, 6 Army E - Trans to AR/NG F - AWOL G - Trans to IRR H - TRADOC Discharge I - Other Reason
SPI Inactive Indicator Text	SPI-TEXT	A comment on the SPI Inactive Indicator Code
OSUT Indicator for OSUT Redef	REOSUT	Valid Codes: 0, 1, 2, 3

Table 7–3
ARGET output data items—Continued

Field Name	Field Label	Valid Values
Recruit Strength Factor	MEPSCAT	The number of pounds an applicant can lift. Each letter is a code representing a specific weight range. E=0 lbs. F=1–39 lbs. G=40–49 lbs. H=50–59 lbs. J=60–69 lbs. K=70–79 lbs. L=80–89 lbs. M=90–99 lbs. N=100–109 lbs. P=110–119 lbs. Q=120–129 lbs. R=130–139 lbs. S=140–149 lbs. T=150–159 lbs. U=160–169 lbs. V=170–179 lbs. W=180–189 lbs. X=190–199 lbs. Z=200 +. lbs.
Recruited Strength Factor	MEPQUAL	The number of pounds an applicant must be able to lift to qualify for a particular MOS. The value is a letter representing a specific weight range. See MEPSCAT above for a list of valid values.
MEPSCAT Override Indicator	MPOVER	Valid Codes: ON, OFF

7–8A. (Not used.)

(Paragraph not used.)

Section V
ERROR MESSAGES AND CORRECTION PROCEDURES

7–9. System Errors.

The following is a representative list of possible system errors. If any of these error messages appear, call the KEYSTONE Branch immediately.

1. BAT FILE NOT DECREMENTED - RESERVATION WOULD BECOME NEGATIVE
2. BONUS AWARD EXCEEDS MAXIMUM AWARD LEVEL. CALL REQUEST OFFICE.
3. SYSTEM ERROR-FACTOR NOT ON RECORD. CALL REQUEST OFFICE.
4. SYSTEM ERROR - 100 - CALL REQUEST OFFICE
5. ERROR - INVALID MSG IN EDOPER
6. NUMOPT=0 WHEN PROCESSING ACTTYP
7. INVALID RTN FOR ACTION WHEN PROCESSING ACTTYP
8. RETURN FROM UNTACT--NOUNT=XX NUIT89(1)=XXXX
MISINF=XXX DUMARR(1)=XXXX
9. SI088 SYSTEM ERROR:
   YY=XXX MM=XXX CTS=XXXXX MOS=XXXX OPTION=XX
   ACTION=XXX RECTYP=XXX RTN=XXXXX
   CALL REQUEST OFFICE
10. SI071 SYSTEM ERROR:
   LOCID=XXXX SSN=XXXXXXXXXXXX ACT=XXX RECTYP=XXX
   RTN=XXXXX
   CALL REQUEST OFFICE
11. INVALID ACTTYP=XXX
12. INVALID ACTTYP=XXX
13. CALL REQUEST OFFICE
14. SYSTEM ERROR. LOGICAL RELATION CODE OUT OF RANGE
   OPR=XX CALL REQUEST OFFICE.
15. SYSTEM ERROR: LOGICAL OPERATOR CL ENCOUNTERED

IN SUBROUTINE EVALU. CALL REQUEST OFFICE
16. SYSTEM ERROR: LOGICAL RELATION NOT GE FOR PHYSICAL PROFILE. CALL REQUEST OFFICE
17. ERROR: LINE LENGTH IS GREATER THAN 80 IN SUBROUTINE EXTRACT. CALL REQUEST OFFICE
18. SYSTEM ERROR: INVALID NUMBER OF FACTORS PASSED TO GENFIO. PLEASE CALL THE REQUEST OFFICE. THE INVALID NUMBER OF FACTORS IS XXXX
19. SYSTEM ERROR. FACTOR NUMBER IS NOT IN THE RECORD DESCRIPTOR ARRAY OR THE ARRAY IS NOT SORTED. PLEASE CALL THE REQUEST OFFICE
20. SYSTEM ERROR. RECORD DESCRIPTOR RECORD HAS IMPROPER START BIT OR LENGTH IN BITS. CALL REQUEST OFFICE. START BIT=XX. LENGTH IN BITS=XX. FACTOR NUMBER=XXXX.
21. SYSTEM ERROR: LENBYT OUT OF RANGE. LENBYT=XXXXX. CALL REQUEST OFFICE
22. SYSTEM ERROR: NUMBER OF BYTES FOR AN INTEGER FIELD IS XXXX. CALL REQUEST OFFICE. THE FACTOR NUMBER IS XXXX.

The following are information messages that may occur during the execution of ARGET.

23. RECORD FOUND BUT RESERVATION HAS NOT BEEN MADE
24. VERIFIED RECORD-NO CHANGES CAN BE MADE
25. SPACE NOT AVAILABLE FOR UNIT XXXX
26. NO BAT SPACE AVAILABLE

7–10. Operation Errors.

The following list contains a representative sample of possible operation error messages and the corrective action to be taken for each.

Table 7–10A
Operation Error Messages

MESSAGE: INVALID LOCATION ID:
ACTION: The user has entered in invalid location identification code. Enter a valid location ID.

MESSAGE: NO RECORD FOUND FOR SSN XXXXXXXX
ACTION: The user has entered a social security number for which no recruit record exists. Verify and enter a valid social security number.

MESSAGE: YEARS OF EDUCATION XXXX NOT CONSISTENT WITH EDUCATION CODE XXXX
ACTION: The user has entered a value for years of civilian education which does not correspond with the recruit's education code. Enter a value for years of civilian education which corresponds with the education code.

MESSAGE:
WARNING: DATA UNDER THE SLASH IN COLUMN XXX
DATA NOT INSIDE THE SLASHES IS IGNORED
ACTION: The user has entered a factor value directly beneath or outside the slashes in the factor column. Enter the factor value between the slashes.

MESSAGE: WARNING: THE ENTRY FOR XXXXXXX IS TOO LONG. THE MAXIMUM INPUT LENGTH FOR THIS FACTOR IS XX CHARACTERS. ONLY THE LEFTMOST XX CHARACTERS HAVE BEEN USED.
ACTION: The user has entered too many characters in the space provided by the factor column. Enter the appropriate value for the factor, keeping within the slashes.

MESSAGE: ERROR: THE FOLLOWING LINE IS NOT A VALID ENTRY
FOR XX XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
ACTION: The user has entered an invalid factor value for the indicated factor. Enter a valid factor value.

MESSAGE: INVALID RESPONSE
ACTION: The user has entered an invalid response to a prompt. Enter a valid response.

Chapter 8
ARIVAL PROGRAM

Section I
PROGRAM SUMMARY

8–1. Purpose.
The ARIVAL program reports for the Army Reserve and National Guard information on all reservations made for user specified reception stations and reception station dates. The report includes the applicant's social security number, name, MOS code, AIT date and location, user location ID, order number and sex. To obtain this information, the ARIVAL program reads the BCT and other appropriate files. Records that match the user's input specifications are then printed on the ARIVAL report.
The reports may be used for grouping applicants by MOS code, AIT location and AIT date.

8–2. Applicability.
The ARIVAL program is accessed by the following user groups:

a. OCAR/FORSCOM CONUSA
b. USAR Reception Stations
c. Accession Management Branch
d. REQUEST/RETAIN Branch

Section II
INPUT REQUIREMENTS

8–3. Data Items.
ARIVAL requires the user to enter the reception station and reception station date for which reservations are to be reported. The reception station date may be any day of the week, but must be entered in DD/MM/YY format, including the slashes. The reception station date must be within a period of 18 months before or after the current date. The ARIVAL program automatically adjusts the user's input date to the appropriate Monday.

8–3A. (Not used.)
(Paragraph not used.)

Section III
PROGRAM OPERATION

8–4. Initiation Procedures.
After completing the sign-on procedures described in Appendix B, the system prints the following message:

ENTER PROGRAM NAME, "LIST" OR "OFF"

The user enters ARIVAL and depresses the carriage RETURN key. The program is now ready to communicate with the user.

8–5. Procedures.
Follow the procedures described below to obtain an ARIVAL report. See figure 8–1 for a sample execution and report.

Table 8–5A
Procedures to obtain an ARIVAL report

ARIVAL:
INDIVIDUALS WITH REQUESTED RECEPTION STATION
DATE AND LOCATION
RECEPTION STATION / RECEPTION STATION DATE

USER:
1. Enter the desired reception station and reception station date to be reported directly under the corresponding data item title.
2. Depress the carriage return key.

ARIVAL: Lists the reservations, alphabetically sorted by last name. It may take some time for the report to be generated due to the number of records processed. The system may print one or two "2CPU" messages before the report appears. Ignore these.
RECEPTION STATION DATE: DD/MM/YY

Table 8–5A
Procedures to obtain an ARIVAL report—Continued

PERSONAL DATA PRIVACY ACT OF 1974 (5 USC 552A)
SOC NAME MOS AIT DATE AIT LOC LOCID ORDER # SEX
.
.
.
.
.
MORE LOCATION/DATES WANTED (Y, N)?

USER:

1. Enter Y if more reception stations and dates are desired and repeat the procedures above, or enter N to terminate the program.
2. Depress the carriage return key.

INDIVIDUALS WITH REQUESTED RECEPTION STATION DATE AND LOCATION.

RECEPTION STATION / RECEPTION STATION DATE
KNOX 6/9/82

RECEPTION STATION DATE: 6/9/82

PERSONNEL DATA-PRIVACY ACT OF 1974 (5 USC 552A)

SOC SEC	NAME	MOS	AIT DATE	AIT LOC	LOCID ORDER#	SX	TYPE
161616161	ABLE, JOHN	19D1	06/09/82	KNOX	MA	M	NPS
323232323	ADMAN, KENNETH	75B1	05/11/82	BENHARR	IL	M	NPS
404040404	ADONE, JAMES O	91P1		FT. LWOOD	KY	M	SP1
402402402	ALTON, RONALD	34Y1	05/11/82	APG/SILL	KY	M	NPS
575757575	ALVIN, RICHARD	36K1	05/11/82	GORDON	HI	M	NPS
414141414	ALVIN, WILL	43M1	05/11/82	LEE	AL	M	NPS
400400400	ANGEL, ORSON	76P1	05/11/82	LEE	KY	M	NPS
323232323	APPLE, R N	75B1	05/11/82	BENHARR	3	M	NPS
292929292	ARRY, BERT L.	36K1			OHCO	M	SP1

.
.
.
.
.

MORE LOCATION/DATES WANTED (Y,N) ?

N

END OF REPORT

Figure 8–1. ARIVAL sample report

Section IV
OUTPUT DESCRIPTION

8–6. Output.

ARIVAL provides reports reservations for user specified reception stations and reception station dates. Figure 8–1 is a sample report. Table 8–1 contains a description of the factors displayed in each report.

Table 8–1
ARIVAL output description

Field Name	Field Label	Content Description
Social security number	SOC SEC NO	The applicant's social security number.
Name	NAME	The applicant's name.
MOS code	MOS	The MOS code in which the applicant has a reservation.
Advanced individual training date	AIT DATE	The applicant's scheduled advanced individual training start date.
Advanced individual training location	AIT LOC	The location where the applicant is scheduled to take advanced individual training.
Location identification	LOCID	The location identification where the reservation was made. A numeric code indicates Army Reserve, an alphabetic code indicates National Guard.
Order number	ORDER-#	The applicant's order number.
Sex	SEX	The applicant's sex.
Enlistment type	TYPE	The applicant's enlistment type.

8–6A. (Not used.)

(Paragraph not used.)

Section V
ERROR MESSAGES AND CORRECTION PROCEDURES

8–7. System Errors.

The following is a representative list of possible system errors. If any such error messages appear, call the REQUEST/RETAIN Branch immediately.

1. ERROR ON LUN=XXXXXX
   VSAM ERROR RETURN CODE=XXXXXX
   ACTION CODE=XXX
   KEYS (IN HEX)=ZZZZZZZZ, ZZZZZZZZ
   RECORD TYPE=XXX
   SPARE VARIABLE=XXXXXX
   CALL REQUEST OFFICE
2. **** TRACE BACK ****

ENTRY POINT	ENTRY ADDRESS	RETURN ADDRESS
XXXXXXXX	ZZZZZZZZ	ZZZZZZZZ

3. VSAM ERROR=XXXX ON LUN XXX
4. VMCF ERROR=XXXXXXX FOR LUN XXX
5. NO SINK AVAILABLE FOR LUN XXX
6. SYSTEM ERROR: FACTOR NUMBER XXXX IS NOT IN THE RECORD DESCRIPTOR ARRAY OR THE ARRAY IS NOT SORTED. PLEASE CALL THE REQUEST OFFICE.
7. SYSTEM ERROR: RECORD DESCRIPTOR RECORD HAS IMPROPER START BIT OR LENGTH IN BITS. CALL REQUEST OFFICE.
   START BIT=XX
   LENGTH IN BITS=XX
   FACTOR NUMBER=XXXX
8. HEXDMP: RECLEN=XXXX
9. SYSTEM ERROR: NUMBER TOO LARGE FOR TARGET FIELD. CALL REQUEST OFFICE
10. IDIM - BINARY - INVALID DIMENSION IN BINARY SEARCH.

11. INVALID RECTYP FOR READ MANY FUNCTION
12. READMANY IN SIOXX ONLY ALLOWED FOR TYPES 2, 4, 5, 6.
13. ERROR IN _____ _____CALLING SIOXX.
14. ERROR: ILLEGAL_____ _____PASSED TO SIOXX.
15. ERROR: ILLEGAL_____FOR_____ _ , SIOXX.
16. ERROR: BAD START BYTE OR LENGTH SIOXX.
17. ERROR IN CALLING MOVECH.

8–8. Operation Errors.

The following list contains possible operation error messages and the corrective action to be taken for each.

Table 8–8A
Operation Error Messages

MESSAGE: INVALID RECEPTION STATION **ACTION:** The user has entered an invalid reception station code. The program prompts MORE LOCATION/DATES WANTED (Y,N)? Enter Y to return to the reception station input prompt and enter a correct reception station code. The date must also be re-entered.
MESSAGE: RECEPTION DATE IS OUT OF RANGE **ACTION:** The user has entered a reception station date that is more than 18 months before or after the current date. Enter a reception station date that is within 18 months before or after the current date.
MESSAGE: NO RESERVATION EXISTS FOR GIVEN COMBINATION **ACTION:** This is an information message. Select and enter a different location and/or a different date.

Chapter 9
SASCP PROGRAM

Section I
PROGRAM SUMMARY

9–1. Purpose.

The SASCP program is the part of the REQUEST/SAS System that allows the user to generate statistical analysis reports. Each user has a separate disk for storage. The user's identification code regulates access to current data sets and to SAS procedures, called 'PROCS'.

Distinction must be made by the users of this program among the following:

a. SASCP - The REQUEST program name. Once the user enters SASCP, the prompt "SAS" appears.

b. SASCP commands. There are nine SASCP commands which may be entered on the terminal in response to the 'SAS' prompt. These are detailed in table 9–1.

c. Edit subcommands. These subcommands are used only in response to the "E"prompt within the edit structure, which is accessed by the SASCP command "EDIT". These are described in table 9–3.

d. SAS job programming language. This language is used in the creation of a SAS (Statistical Analysis System) 'job' or program which the user will run within the SASCP program. The rules and instructions for this SAS language are described within the SAS Institute manuals provided to each user.

9–2. Applicability.

The SASCP program is accessed by the following user groups:

a. Accession Management Branch,
b. KEYSTONE Branch,
c. USAREC,
d. FORSCOM, and
e. DCSPER.

9–3. Functions and Structure.

SASCP has two functions and a HELP module. These are:

a. To create or modify a SAS program (job). The "EDIT" module within SASCP is the structure within which SAS

jobs are created and/or modified. Table 9–3 in this manual under the Input Requirements section describes the subcommands required. Paragraph 96 in the Program Operation section illustrates a sample job creation.

b. To run a SAS job and report the results. (A SAS job may be run only after 8 P.M. or before 8 A.M.) This is done by use of the SASCP commands "RUN" and "TYPE" for on-line execution and by the use of the SASCP command "BATCH" for delayed execution and report when computer costs are lower. Table 9–1 in this manual under the Input Requirements section describes these commands.

c. The SASCP program has a HELP module which may be accessed by entering "HELP" on the terminal in response to the "SAS" prompt. This module contains information described in this manual, and will be updated periodically to reflect any new SASCP commands, topics, or instructions which may be necessary for the user. The user should periodically check the HELP lists of commands and topics for new capabilities and information.

Section II
INPUT REQUIREMENTS

9–4. Data Items.

SASCP input data items are listed in six tables. Table 9–1 contains the description of the uses of the nine SASCP commands. Table 9–2 contains the description of the TOPICS which relate to the use of the REQUEST/SAS System. Table 9–3 contains the subcommands which relate to the EDIT structure of SASCP, which is used to create and/or modify a SAS job. Table 9–4 contains the data set designation to be used within the SAS job file. These data sets are continuously updated to provide an accurate statistical data base for the users of SASCP. Table 9–5 contains the list of SAS PROCS (procedures) available for use in SAS job programming. Table 9–6 contains the BATCH information. Chart 9–1, below, will aid the user in the use of the various sets of commands.

```
SASCP Main Program
Prompt = SAS
SASCP Commands (see table 9-1)
HELP
LIST
TYPE                          SASCP EDIT Structure
EDIT - - - - - - - - - - - - - Prompt = E
PRINT                         EDIT Subcommands (see table 9-3)
RUN (after 8 P.M. or before   FILE
     8 A.M. only)
ERASE                         TOP
END                           BOTTOM
BATCH                         UP n
                              DOWN n
                              TYPE n                        EDIT INPUT Mode
                              INPUT - - - - - - - - - - - - No Prompt
                              DELETE                        Enter SAS job
                              CHANGE/streaml/stream2/       statements.
                              QUIT                          (See SAS Institute
                                                             guides.)
                                                            Enter null line to
                                                            return to 'E'
                                                            prompt for
                                                            modifications to
                                                            input or to file
                                                            the job.
```

Figure 9. Chart 9-1. SASCP structure and command use chart

Table 9–1
SASCP commands in response to the prompt 'SAS'

User Entry		Program Use
HELP	1.	SASCP COMMANDS LIST 'FILENAME' 'FILETYPE' TYPE 'FILENAE' 'FILETYPE' PRINT 'FILENAK' 'FILETYPE' PRINT 'FILENAME' 'FILETYPE' 'RMTXXX' EDIT 'FILENAME' 'FILETYPE' RUN 'FILENAME'(TERM/NOTERM, LONGLST/SHORTLST) ERASE 'FILENAME' 'FILETYPE' END HELP - displays a list of SASCP commands. HELP TOPICS - the current list of available topics. HELP 'TOPICNAME ' BATCH 'FILENAME ' BATCH QUERY BATCH CANCEL
	2.	TOPICS The following topics are currently in the HELP module and may be accessed by entering HELP 'TOPICNAME' SASHELP- Introduces SASCP commands LIST - The LIST command RUN - The RUN command PRINT - The PRINT coommand BATCH - The BATCH commands ERASE - The ERASE command ERRORS - Initial scan error messages TOPICS - Currently available TOPICS list HINT1 - Hints on efficient SAS programming HINT2 - Hints on use of text variables HINT3 - Hints on saving costs when developing new SAS jobs FORMAT - Use of pre-defined SAS text format Note: The list of topics available in the HELP module is subject to change. Check the list periodically on your terminal.
LIST		The entry of the command LIST 'FILENAME' 'FILETYPE'results in the confirmation that a file of that name and type exists on the user's disk, or a FILE NOT FOUND message is printed. The entry of the cormmand LIST * 'FILETYPE' produces a list of all files on the disk with that particular file type. Example 1: Nonexistent File You Enter: LIST MYFILE SAS The System Answers: File not found Example 2: The File Exists You Enter: LIST MNTLGRP SAS The System Answers: MNTLGRP SAS A1 The 'A' identifies this as one of your personal files. Example 3: An * is used for filename You Enter:LIST * SAS The System Answers: MNT GRP SAS Al VEPREP SAS Al ACCES SAS Al Example 4: An * is for filetype You Enter:LIST MNTLGRP * The System Answers: MNTLGRP SAS Al MNTLGRP SASLOG Al MNTLGRP LISTING Al
TYPE		The entry of the command TYPE 'FILENAME' 'FILETYPE'results in the display on the terminal of the contents of the designated file.
PRINT		The entry of the command PRINT 'FILENAME' 'FILETYPE' routes the contents of the designated file to the high speed printer associated with the user's ID in the SAS Driver file. The entry of the comnand PRINT 'FILENAME' 'FILETYPE' 'RMTXXX'routes the contents of the designated file to the remote high speed printer associated with the three digit code (XXX).

Table 9–1
SASCP commands in response to the prompt 'SAS'—Continued

User Entry	Program Use
	Example 1: You Enter: PRINT MYFILE LISTING The System Answers: PRT FILE 3160 to P$INK COPY 001 NOHOLD FILE 3160 (3160)RECEIVED; WILL SEND TO VCTS FILE 3160 (3160)RECEIVED BY VCTS AND . . . . FROM VCTS: FILE 3675 (3160)RECEIVED BY VISO... FROM VTSD: 15.42.41 JOB 3160 $HASP546 UZK999 . . . . The five system may arrive over several minutes, however you may tinue your terminal session without waiting for them as soon a the 'SAS' prompt appears. You will need unbers (3160 and 3675)if there are any problems with your output. Example 2: You Enter:PRINT MOS LISTING RMT501 The Results Are: The file MOS listing will be sent to RMT501, the specified remote ID. If you do not specify a remote ID, the file would go to the printer where you normally receive your output. All BATCHLOGS will continue to go to your 'DEFAULT PRINTER.'However you could end the BATCHLOG to another remote ID by adding this command to the BATCH file: PRINT MOS BATCHLOG RMT501.
EDIT	The entry of the command EDIT 'FILENAME' 'FILETYPE'moves the user into the edit mode where an already existing file or job may be modified or a new file may be created. If this file is a new file, the system will type 'NEW FILE' and will transfer the user directly to the INPUT mode (see the INPUT subcommand in table 9–3). If this is an existing file you are prompted by an 'E'. You may answer this prompt with any of the EDIT subcommands in table 9–3.
RUN	The RUN command is available only after 8 P. M. or before 8 A. M. The entry of the command RUN 'FILENAME' directs SASCP to execute the SAS job on your disk that is designated as 'FILENAME' with a file type of SAS. For example, you can execute the SAS job 'MNTLGRP', which is on yours disk as a file called 'MNTLGRP SAS', by typing 'RUN MNTLGRP'. The run is complete when the 'SAS' prompt re-appears on the terminal. The RUN command has optional forms: RUN 'FILENAME' TERM (or NOTERM) LONGLST (or SHORTLST). TERM directs the output generated by the initial scan to your terminal. NOTERM directs the output generated by the initial scan to the SASLOG file on our disk. If there are no errors in the scan initial scan, the SASLOG will be replaced by the secondary scan file. LONGLST and SHORTLST control how much output is generated by the initial scan. SHORTLST prints only the lines containing errors. LONGLST prints all the lines. The options may be abbreviated as T, N, L, and S. If the options are omitted, as in RUN 'FILENAME', TERM and LONGLST are assumed as default values by the system. Any combination of options may be used in any order.
ERASE	The entry of the command ERASE 'FILENAME' 'FILETYPE' will erase from the user's disk the specified files. For example, if a user's disk contains the following: FILENAE FILETYPE JOE SAS JOE SASLOG JOE LISTING After the use of the command ERASE, JOE SASLOG the disk will contain only. FILENAME FILETYPE JOE SAS JOE LISTING After the use of the command ERASE, JOE SASLOG the disk will contain only. FILENAME FILETYPE JOE SAS JOE LISTING The only system response will be the return of the prompt 'SAS'. You may substitute an * for the FILENAME. Example: An * is used for filename You Enter: ERASE * SASLOG The System Answers: SAS - all files with the filetype of SASLOG will be erased on your disk.
END	The entry of the command END will terminate the REQUEST/SAS session and return the user to the REQUEST driver.
HELP TOPICS	The entry of the corn ind HELP TOPICS directs SASCP to display the current list of topics in the HELP module. This list changes periodically. 1. BATCH 'FILENAME' 2. BATCH 'FILENAE' AT 'DDHHMM' 3. BATCH QUERY 4. BATCH CANCEL 'HHMM' The BATCH commands enable you to schedule execution and printing of SAS jobs at times when computer charges are lower. It is necessary for you to have a file on your disk labelled 'FILENAE' BATCH. BATCH is the filetype). See Tables 9–2 and 9–6 and the procedures in paragraph 9–8, for details on setting up this file: 1. The entry of the command BATCH 'FILENAE' will cause the commands in the file on your disk to be executed at 0400 on your USERID. You do not need to be signed on at that time.

Table 9–1
SASCP commands in response to the prompt 'SAS'—Continued

User Entry	Program Use
	2. The entry of the command BATCH 'FILENAME' AT 'DDHHMM' will cause the SASCP commands in the file on your disk to be executed at the time indicated. (DD is the day of the month, HHMM is the time, hour and minute - example: 160330 is the 16th of the month at 3:30)
	3. The entry of the command BATCH QUERY will result in a display on the terminal of your batch jobs which are awaiting execution.
	4. The entry of the command BATCH CANCEL 'HHMM'will result in the cancellation of your batch run scheduled for that time. The system responds: AUTOLOGON REQUEST MM/DD HH:MM CANCELLED SAS

Table 9–2
SASCP TOPICS in response to the prompt 'SAS'

User Entry	Program Response
HELP or HELP SASHELP	Here is a list of the valid REQUEST/SAS command. You can enter these commands whenever the system prompts you with 'SAS'. The HELP command can be used to get more information. Here are the valid commands: COMMAND: END SYNTAX: END The END command ends your REQUEST/SAS session and returns you to the REQUEST driver. COMMAND: LIST SYNTAX: LIST 'FILENAME' 'FILETYPE' The LIST command lists job and data files that are on your disk. COMMAND: EDIT SYNTAX: EDIT 'FILENAME' 'FILETYPE' The EDIT command allows you to make changes to files on your disk. COMMAND: RUN SYNTAX: RUN 'FILENAME' The RUN command allows you to execute a SAS job that is on your disk. COMMAND: TYPE SYNTAX: TYPE 'FILENAME' 'FILETYPE' The TYPE command allows you to type a file at your terminal. COMMAND: HELP SYNTAX: HELP 'TOPIC' The HELP command can give you more information about selected topics. For a list of current topics and instructions enter 'HELP TOPICS'. COMMAND: ERASE SYNTAX: ERASE 'FILENAME' 'FILETYPE' The ERASE command will erase a specified file from your disk. COMMAND: PRINT SYNTAX: PRINT 'FILENAME' 'FILETYPE' The PRINT command will print a file at your high speed printer. COMMAND: BATCH SYNTAX: BATCH 'FILENAME' BATCH QUERY BATCH CANCEL The BATCH command allows you to schedule, report, or cancel a BATCH REQUEST/SAS terminal session.
HELP LIST	The LIST command can tell you what SAS runstreams and output are on your disk. To see if a file is on your disk, enter 'LIST FILENAME FILETYPE'. The system will print the FILENAME and FILETYPE if the file exists, and will print 'FILE NOT FOUND' if the file does not exist. You may substitute a * for FILENAME, in which case ail files with the given FILETYPE will be listed. Substituting an * for the FILETYPE will allow you to list all files with the same FILENAME, and their associated FILETYPES. Example 1: Nonexistent file You Enter: List MYFILE SAS The System Answers: File not found Example 2: The file exists You Enter: List MNTLGRP SAS The System Answers: MNTLGRP SAS Al The 'Al'identifies this as one of your personal files. Example 3: An * is used for FILENAME You Enter: List * SAS The System Answers: MNTLGRP SAS Al VEPREP SAS Al ACCES SAS Al Example 4: An * is used for FILETYPE You Enter: List MNTLGRP * The System Answers: MNTLGRP SAS Al

Table 9–2
SASCP TOPICS in response to the prompt 'SAS'—Continued

User Entry	Program Response
	MNTLGRP SASLOG Al
HELP RUN	The RUN command allows you to execute a SAS job. RUN is available only after 8 P.M. or before 8 A.M. The SYNTAX is RUN FILENAME TERM LONGLST or or NOTERM SHORTLST Where FILENAME is the name of a file on your disk with FILETYPE 'SAS'. For example, you can execute the SAS job 'MNTLGRP', which is on your disk as a file called 'MNTLGRP SAS', by entering 'RUN MNTLGRP'. TERM/NOTERM and LONGLST/SHORTLST are optional. These options are discussed in note 1. Three things happen when a job is run: 1. The job is scanned by the REQUEST/SAS scan module. Some SYNTAX error checking occurrs here, and linkages are established so that your program will access the right data sets. The output from this scan appears under the heading 'REQUEST/SAS RELEASE .....'. 2. If no errors are found in the first scan the job is submitted to SAS for final error checking. The output from this scan appears in the 'SASLOG' file. A new SASLOG file is created each time the job is run - there is no need to erase the old one before running a program. 3. If no errors are found in the second scan the job is executed. The results of the SAS job are placed in a file. The FILENAME of the Output file is the same as the FILENAME of the SAS job itself. The FILETYPE of this file is 'LISTING'. Tne new Listing file will replace any old listing file with the same FILENAME. In brief, here is how to run a SAS job. 'MNTLGRP' is the name of the job. SAS * RUN MNTLGRP REQUEST/SAS system release..... ..... This is the output from the initial scan. The SAS commands in the ..... job will print, along with any error messages. ..... SAS * TYPE MNTLGRP SASLOG ..... This is optional. The SASLOG file contains any error messages ..... generated by the second scan, as well as information about the ..... number of observations processed, etc. SAS * TYPE MNTLGRP listing ..... This is the output from the SAS job. If the Listing file does not exist, ... examine the SASLOG file for errors. ..... The lines marked by an * are your input. The other lines are printed by the system. Note 1: There are two options to the RUN command. They control how much output is generated by the initial scan and were the ouput goes. The first option controls where the output goes. There are two possibilities: 'TERM', which directs the output to your terminal; and 'NOTERM', which directs the output to a SASLOG file on your disk. If there are no errors in the initial scan this SASLOG will be replaced by the SASLOG file from the secondary scan. The second option controls how much output is produced by the initial scan. There are two possibilities; SHORTLST, which only prints lines containing errors; and LONGLST, which prints all lines. The options may be abbreviated by their first letters. Either TERM/NOTERM or SHORTLST/LONGLST may be specified, in any order. The default options are TERM and LONGLST.
HELP PRINT	The PRINT command prints files at your high speed line printer. The SYNTAX of the PRINT command is: PRINT 'FILENAME' 'FILETYPE' 'REMOTE ID*' FILENAME is the name of the file on your disk that you want to print. FILETYPE is the type of file, either SAS, SASLOG, LISTING, or BATCH. Example I: You Enter: PRINT MYFILE LISTING The System Answers: PRT FILE 3160 TO P$LINK COPY 001 NOHOLD FILE 3160 (3160) RECEIVED; WILL SEND TO VCTS FILE 3160 (3160) RECEIVED BY VCTS AND .... FROM VCCTS: FILE 3675 (3160) RECEIVED BY VISO ... FROM VISO: 15.42.41 JOB 3160 $HASP546 UZK999 The five system messages may arrive over several minutes, however you may continue your terminal session without waiting for them as soon as the 'SAS' prompt appears. You will need the numbers (3160 and 3675) if there are any problems with your output. Example 2: You Enter: PRINT MOS LISTING RMT501 The Results are: The file MOS listing will be sent to RMT501, the specified remote ID. If you do not specify a remote ID, the file would go to the printer where you normally receive your output. All BATCHLOGS will continue to go to your 'DEFAULT PRINTER.' However you could send the BATCHLOG to another remote ID by adding this command to the Batch file: PRINT MOS BATCHLOG RMT501.
HELP BATCH	The REQUEST/SAS batch facility allows you to submit a sequence of REQUEST/SAS command on your USERID at a specified time without having to sign on. Briefly, here is how to use the REQUEST/SAS batch facility:

Table 9–2
SASCP TOPICS in response to the prompt 'SAS'—Continued

User Entry	Program Response
	1. Create a file with a FILETYPE of 'BATCH' (for this example we will use a FILENAME of 'NITJOB'). This file should contain a list of REQUEST/SAS commands. The file can be created using the editor by entering 'EDIT NITJOB BATCH'. Let's assume that 'NITJOB BATCH' looks like this: RUN MYFILE PRINT MYFILE SASLOG PRINT MYFILE LISTING 2. Issue the BATCH command. Enter 'BATCH NIT JOB'in answer to the 'SAS' prompt. This will cause the three REQUEST/SAS commands in 'NITJOB BATCH' to be executed at 0400 (the default time) on your USERID. A copy of this batch terminal session will be printed at your high speed printer. The BATCH command has three modes: QUERY mode, which lists the batch jobs that are currently awaiting execution, CANCEL mode, which cancels a batch job that is awaiting execution; and SCHEDULE mode, which schedules the execution of a batch job. Note that the system responses to the BATCH command may not be immediate. You can continue with your terminal session in the meantime. Query Mode: QUERY mode lists at your terminal all of your BATCH jobs which are awaiting execution. You Enter: BATCH QUERY The System Answers: -USERID- -REQ BY- -OCCURS AT- STORAGE -TIME MADE- -FIRST COMMAND- UZK999 UZK999 01/02 05:00 DEFAULT 01/01 09:00 SAS8AT MYGILE1 UZK999 UZK999 01/02 05:30 DEFAULT 01/01 10:00 SASBAT MYFILE2 In this example, there are two BATCH jobs awaiting execution. The first job will execute 'MYFILE1 BATCH', will start at 0300 on January 2, and was made at 0900 on January 1. CANCEL Mode: Cancel mode cancels a BATCH job which is awaiting execution. You must know the time that the BATCH job is scheduled to start. If you don't know this time you can get it by using QUERY mode. You Enter: BATCH CANCEL 0300 The System Answers: AUTOLOGON REQUEST 01/02 03:00 CANCELLED The first BATCH job listed in the QUERY example has been cancelled. SCHEDULE Mode: SCHEDULE mode allows you to schedule the execution of a BATCH job. Your Enter: BATCH MYFILE1 at 0300 The System Answers: Confirming AUTOLOGON at 01/02 03:00 The BATCH file 'MYFILE1 BATCH' has been scheduled for execution at 0300. Here is a detailed description of the use of SCHEDULE mode. SYNTAX: BATCH FILENAME AT DDHHMM or HHMM FILENAME is the name of a file on your disk with a FILETYPE of 'BATCH'. AT DDHHMM specifies the time when the job is to run, where DD is the day of the month, HH the hour (00–23), and MM the minute. If no time is specified the job will run at 0400 the next day. If DD is not specified the job will run as soon as the time is HHMM, i.e., a job submitted at 10 a.m. for 0900 will run the next day at 9 a.m., but a job submitted at 10 a.m. for 1700 will run at 5 p.m. today. Notes: 1. If you do not want a copy of the BATCH terminal session to print, make the first line of the BATCH file '$CONTROL NOPRINT'. 2. BATCH jobs awaiting execution may be lost if the system crashes. If the system crashes, it is a good idea to check (using 'BATCH QUERY') that your jobs are still awaiting execution. 3. A BATCH file must exist when the BATCH command is issued. If changes are made to this file before the job runs, the changed version will be used. 4. Notes on time: a. Times may not be between 2200 and 0300. This time is reserved for system maintenance. b. The day specified may be up to seven days in the future. c. If your USERID is in use at the time a job is to start, the message AUTOLOGON FOR 0400 FAILED - ALREADY LOGGED ON will print and your job will not run. d. If your try to log on while a BATCH job is running, you will get the message DMKLOG082E UZK999 IS NOT AVAILABLE, BATCH JOB IN PROGRESS and you will not be able to log on until the job is finished. e. Computer charges are discounted by approximately 50% between 8 p.m. and 8 a.m. and on weekends. f. The system SAS data sets are reloaded each night (except Sunday) between 0200 and 0300. Jobs run before 0200 will get today's data, and jobs running after 0300 will get tomorrow's data.
HELP ERASE	The ERASE command allows you to erase files from your disk. To erase a file from your disk enter 'ERASE FILENAME FILETYPE'. FILETYPE may be SAS, SASLOG, LISTING, BATCH, or BATCHLOG. An asterik ('*') may be used for FILENAME, in which case all files with the given FILETYPE will be erased. There is no response from the system unless the specified file does not exist. Example 1: A single file is erased. You Enter: ERASE MYFILE SAS The file is erased. There is no response other than the 'SAS' prompt. Example 2: The specified file does not exist.

Table 9–2
SASCP TOPICS in response to the prompt 'SAS'—Continued

User Entry	Program Response
	You Enter: ERASE MYFILE SASLOG The system Answers: File 'MYFILE SASLOG' not found. Example 3: An * is used for FILENAME. You Enter: ERASE * SASLOG All files with a FILETYPE of SASLOG are erased. There is no response other than the 'SAS' prompt.
HELP ERRORS	This is a list of the errors that may be found by the REQUEST/SAS/Scan module during a RUN 'JOB' execution. These errors appear on the terminal while the 'RUN' is executing in the following format: PROC ABCD; DATA MYDATA; SET AARCRT.DS1; X X X COLUMN ERROR 11 160 PROC IS NOT AUTHORIZED. 24 120 TEMPORARY DATASETS NOT AUTHORIZED. 38 200 DATASET NOT AUTHORIZED. Each error is marked by an X below the area where the error was detected. Each error is then listed, with the error number and column where the error was found. Note that these error numbers are different from SAS error numbers. For a complete list of first-scan errors which may appear on the terminal with the CAUSES and remedies, see Section V. of this manual.
HELP TOPICS	Here is a list of the current help topics. You can get more information about each topic by answering the 'SAS' prompt with 'HELP TGPICNAME' where TGPICNAME is one of the topics listed below. For example, enter 'HELP LIST' for more information about the LIST command.
Topic	Subject
SASHELP	Introduces valid SAS commands
LIST	The LIST command
RUN	The RUN command
PRINT	The PRINT command
BATCH	The BATCH command
ERASE	The ERASE command
ERRORS	Explanation of error messages from the initial scan
TOPICS	Currently available help topics
HINT1	Hints on efficient SAS programming
HINT2	Hints on use of text variables
HINT3	Hints on saving costs when developing new SAS jobs
FORMAT	Use of pre-defined SAS text formats

HELP HINTS1	Since even short sequences of instructions can be costly if executed thousands of time, it is important to construct SAS dsta steps so as to minimize the number of statements executed for each observation. This is especially important when only a small fraction of the observations are of interest. In this case, first determine whether or not the current observation is of interest and perform further processing only if needed.
	Consider two examples. These data steps perform the same function, but the second version will cost approximately 10% of the cost of the first.
	DATA, SET AARCRT.DS1; KEEP VAR1
	IF MOS=' 11B1' AND (ENLIST GE INPUT('01JAN83',DATE7.)
	AND ENLIST LE INPUT('05JAN83',DATE7.))
	THEN VAR1=1
	IF MOS=' 11B1' AND (ENLIST GE INPUT('01FEB83',DATE7.)
	AND ENLIST LE INPUT('0 5FEB83',DATE7.))
	THEN VAR1=2;
	IF MOS=' O5CP' AND (ENLIST GE INPUT('01MAR83',DATE7.)
	AND ENLIST LE INPUT('05MAR83',DATE7.))
	THEN VARR1=3;
	In the above example the input function will be evaluated six time for each observation in the data set. DATA;
	SET AARCRT.DS1; KEEP VAR1;
	IF MOS=' 11B1' THEN DO;
	IF ENLIST GE INPUT ('01JAN83',DATE7.)
	AND ENLIST LE INPUT('05JAN83',DATE7.)
	THEN DO; VAR1=l; OUTPUT; END;
	IF ENLIST GE INPUT('01FEB83',DATE7.)
	AND ENLIST LE INPUT('05FEB83',DATE7.)
	THEN DO; VAR2; OUTPUT; END;
	END;
	ELSE
	IF MOS=' 05CP' THEN DO;
	IF ENLIST GE INPUT ('01MAR83',DATE7.)
	AND ENLIST LE INPUT('05MAR85',DATE7.)
	THEN DO; VAR1=3; OUTPUT; END;
	END;

Table 9–2
SASCP TOPICS in response to the prompt 'SAS'—Continued

User Entry	Program Response
	Here the only statements that are executed for observations that are not 11B1 or 05CP are "IF MOS='11B1'" and "IF MOS='05CP'". The input functions are evaluated only if the current observation has one of the selected MOS codes.
HELP HINT2	SAS jobs that compare alphanumeric text variables (i.e., comparison operands 'LT', 'LE', 'GT', 'GE') should be written very carefully, because the hexadecimal representation of the alphanumeric code is used. For Example: CP_T is an alphanumeric variable from the SAS Recruit file that is the valid coded answer to color perception. CP is the integer number associated with the alphanumeric code. Both, CP and CP_T are located on the SAS Recruit file data base. Color Perception Integer Code — Alpha Code 5 — NON 10 — R/G 15 — NOR The following two SAS jobs are not identical. JOB1 DATA; SET AARCRT.DS1; IC CP LT 10; PROC PRINT; RUN: JOB2 DATA; SET AARCRT.DS1; IF CP_T LT 'R/G'; PROC PRINT; RUN; The SAS job above labelled JOB1 will print out the recruit information of every recruit whose color perception value is 'NON'. SAC JOB2 will print out all the recruit information of all recruits whose color perception value is 'NOR' or 'NON'. This is because the hexadecimal representation of the alphanumeric code 'NON' and 'NOR' is less than the hexadecimal representation of the code 'R/G'. Note: SAC strongly recommends that the only comparison operator to be used with text variables from the SAS Recruit file (data set variables whose last two characters end in '_T') be 'EQ'.
HELP HINT3	The SAS variable _N_ is automatically generated by SAS for each data step. It's value is the number of times SAS has executed the data step. There are two usages for for the _N_ variable. _N_ can be used to cut costs while developing and debugging SAS programs. This is done by limiting the number of times the data step is processed. For Example: DATA; SET AARCRT.DS1; IF _N_ GT 100 THEN STOP; PROC PRINT; The above program will print out the first 100 Active Army Recruit records. While only processing 100 Recruit records, report formats could be checked and adjusted and any errors in the program could be corrected. When the program is ready to be run on the entire file delete the following line from the program: IF _N_ GT 100 THEN STOP; The following program would print out the entire Active Army Recruit file DATA; SET AARCRT.DS1; PROC PRINT; _N_ can also be used in initialization of a variable. When the value of _N_ equals some value, a variable that needs to be initialized could be set. For example, the following SAS program counts all the Active Army Recruit personnel with MOS equal to 11B1. DATA; SET AARCRT.DS1; IF _N_ EQ 1 THEN COUNT=0; IF MOS EQ '11B1' THEN COUNT=COUNT + 1;
HELP FORMAT	New text formats have been created for SAS to help control load costs. These formats allow the system to reference the integer number associated with an alphanumeric variable more efficiently. Under this system, the correlation is made using a SAS library where the integers that match the text variables are stored for easier access. Comparison operands, such as 'LT'or 'GT', are no longer needed. As a result, HINT2 should not be referenced for information on text variables and underscores should be eliminated. For example, SX_T should now read: SXT This change applies to all alphanumeric variables. SAS variables, such as _ N _, remain the same. Refer to Figure 9–1 for a sample of the terminal display explaining the new format and showing the numeric equivalents for text variables.

NEW SAS TEXT FORMATS ARE BEING MADE AVAILABLE IN ORDER TO DELETE TEXT VARIABLES FROM SAS DATA SETS. THIS WILL HELP REDUCE LABOR COSTS. THE FORMAT NAMES ARE THE CURRENT TEXT NAMES WITHOUT THE UNDERSCORES.

THESE FORMATS MAY BE INVOKED BY THE USE OF THE FORMAT STATEMENT, AS IN THE FOLLOWING EXAMPLES:

```
FORMAT SX SXT.EDUC EDUCT.:
```

NOTE: THE PERIODS (.) MUST BE INCLUDED.

EXAMPLE IN A SAS JOB:

```
PROC FREQ DATA=AADEP.DS1;
TABLES SX;
FORMAT SX SXT.;
```

S T A T I S T I C A L A N A L Y S I S S Y S T E M

SX	FREQUENCY	CUM FREQ	PERCENT	CUM PERCENT
M	39509	39509	88.282	88.282
F	5244	44753	11.710	100.000

EXISTING SAS PROGRAMS USING TEXT VALUES WILL NEED MODIFICATIONS TO INCLUDE FORMAT STATEMENTS BY MID-JUNE 84 AS THE CURRENT TEXT VALUES WILL BE DELETED FROM ALL THE RECRUIT DATA SETS.

THE FOLLOWING ARE THE FORMATS WHICH ARE CURRENTLY AVAILABLE:

```
FORMAT NAME:  SXT          1 = M
                           2 = F

FORMAT NAME:  EDUCT        5 = NHSG
                          10 = GEDH
                          15 = CIHS
                          20 = COMP
                          25 = ATTN
                          30 = HSSR
                          35 = HSDG
                          40 = CLEP
                          45 = ASSC
                          50 = NURS
                          55 = BACL
                          60 = MAST
                          65 = PMAS
                          70 = DOCT
                          75 = PROF
```

Figure 9–1. HELP FORMAT command - Continued

```
FORMAT NAME:  PREEDT          5 = NHSG
                             10 = GEDH
                             15 = CIHS
                             20 = COMP
                             25 = ATTN
                             30 = HSSR
                             35 = HSDG
                             40 = CLEP
                             45 = ASSC
                             50 = NURS
                             55 = BACL
                             60 = MAST
                             65 = PMAS
                             70 = DOCT
                             75 = PROF

FORMAT NAME:  MATHT           5 = GEN
                             10 = ALG
                             15 = GEO
                             20 = TRI

FORMAT NAME:  SCIT            5 = GEN
                             10 = BIO
                             15 = CHE
                             20 = PHY

FORMAT NAME:  CPT             5 = NON
                             10 = R/G
                             15 = NOR

FORMAT NAME:  AATYPET         1 = NPS
                              2 = PS
                              3 = IS
                              4 = CAS
                              5 = RET
                              8 = NPSR
                              9 = PSR
                             10 = PCAS

FORMAT NAME:  DVRLIT          0 = N
                              1 = Y

FORMAT NAME:  RACET           5 = CAUC
                             10 = ASIAN
                             15 = BLACK
                             20 = AMINDIAN
                             25 = OTHER
                             30 = UNKNOWN
```

Figure 9–1. HELP FORMAT command - Continued

```
FORMAT NAME:  CITT          0 = N
                            1 = Y

FORMAT NAME:  WTLISTT       0 = N
                            1 = Y

FORMAT NAME:  RENOT         0 = N
                            1 = Y

FORMAT NAME:  MPOVERT       0 = OFF
                            1 = ON

FORMAT  NAME: MEPCATT       0 = E
                           39 = F
                           40 = G
                           50 = H
                           60 = J
                           70 = K
                           80 = L
                           90 = M
                          100 = N
                          110 = P
                          120 = Q
                          130 = R
                          140 = S
                          150 = T
                          160 = U
                          170 = V
                          180 = W
                          190 = X
                          200 = Z

FORMAT NAME:  MEPQALT      39 = F
                           40 = G
                           50 = H
                           60 = J
                           70 = K
                           80 = L
                           90 = M
                          100 = N
                          110 = P
                          120 = Q
                          130 = R
                          140 = S
                          150 = T
                          160 = U
                          170 = V
                          180 = W
                          190 = X
                          200 = Z
```

Figure 9–1. HELP FORMAT command - Continued

```
FORMAT NAME:  ARTYPET        1 = NPS
                             2 = IRN
                             3 = IS
                             4 = CAS
                             5 = RET
                             6 = SP1
                             7 = SP2
                             8 = PST
                             9 = PSN
                            10 = PSR
                            11 = TRR
                            12 = TNG
                            13 = RSE
                            14 = RST
                            15 = ISS
                            16 = IRP

FORMAT NAME:  NGTYPET        1 = NPS
                             2 = NUSD
                             3 = IS
                             4 = CAS
                             5 = RET
                             6 = SP1
                             7 = SP2
                             8 = ES
```

Figure 9–1. HELP FORMAT command - Continued

Table 9–3
SASCP Edit mode subcommands in response to the 'E' prompt

User Entry	Program Use and Response
TOP or TO	The pointer moves to the first line of the file.
BOTTOM or B	The pointer moves to the last line of the file.
UP n	The pointer moves up the designated number (n) of lines.
DOWN n or DOn	The pointer moves down the designated number (n) of lines.
TYPE n or TYn	Results in a typing (display) on the terminal of the line where the pointer is, plus any additional lines until the number indicated (n) has been reached.
INPUT or I	Allows the user to insert however many lines are desired at this point until user enters a blank (null) line (carriage return only). There is no prompt within the INPUT mode.
DELETE n or DE n	Deletes the indicated number (n) of lines starting at the current line.
CHANGE/stream 1/stream 2/ or C/stream 1/stream 2/	Changes stream 1 (between the first set of delimiters) to stream 2 (between the second set of delimiters). Example: Consider that the following line is in the file being edited, and the pointer is at this line. Line: THIS IS NOT A COMMENT User: C/IS NOT A/IS A/ New Line: THIS IS A COMMENT The delimiters in this example are slashes. They may be other characters such as //, $, &, etc.
QUIT or Q	Returns the user to REQUEST/SASCP without updating the user's disk unless the FILE command has been executed.
FILE or F	Writes the file (job) to the user's disk. If the file name is the same as an existing name, it replaces the old file.

Table 9–4
SASCP data sets

Designation	Content Description
AARCRT.DSl	A copy of the Active Army Recruit file (minus holding records). This data set is created every Tuesday.
AADEP.DSl	Contains records of all recruits in the Active Army Recruit file whose enlistment date is greater than today's date or whose enlistment has not been verified. This data set is created every Tuesday.
AAACC.DSl	Contains records of all Active Army enlistments to date for the current fiscal year. This data set is added to every Tuesday by extracting from the Recruit file the records of those recruits whose enlistment date is in the time period since the last update of the SAS data sets.
AAFISC81.DSl	Contains records of all Active Army enlistments for the past fiscal year (FY81 is designated. A new data set, AAFISC82.DS1, is created at the fiscal year change.).
AAELDE.DSl	Contains records of applicants who, although eligible, declined WAIT LIST status. It is created every Tuesday by copying the Eligible-Declined file.
AAINEL.DSl	Contains records of applicants who did not meet AA Wait List minimum qualifications. This data set is created every Tuesday by copying the Ineligible-Declined file.
AWLMG2.DSl	Holding record plus Wait List information of applicants being processed by AAWLP overnight. Created every Tuesday by merging WLHLD.DS1 and AAWLR.DS1.
AWLMG3.DS2	Holding record plus Wait List information of applicants with Tentative Reservations. Created every Tuesday by merging WLHLD.DS1 and AAWTR.DS1.
AWLMG4.DS1	Holding record plus Wait List information of applicants with reservation possible status. Created every Tuesday by merging WLHLD.DS1 and AAWRP.DS1.
AAWRP.DSl	Wait List information for applicants who are in a reservation possible status. Created every Tuesday from the AAWAIT file.
AAWTR.DSl	Wait list information for applicants with Tentative Reservations. Created every Tuesday from the AAWA1T file.
AAWLR.DSl	Records for the overnight search by AAWLP, the Wait List Processor. Created every Tuesday from the AAWA1T file.
WLHLD.DSl	This data set is created every Tuesday by extracting from the Active Army Recruit file the records of those recruits with no reservations who are on the AAWAIT-LIST.
ARRCRT.DSl	A copy of the Army Reserve recruit file (minus holding records). This data set is created every Tuesday.
ARDEP.DSl	Contains records of all recruits in the Army Reserve Recruit file whose ship date is greater than today or whose shipment has not been verified. This data set is created every Tuesday.
ARACC.DSl	Contains records of all Army Reserve enlistments to date for the current fiscal year. This data set is added to every Tuesday by extracting from the Army Reserve Recruit file the records for those recruits whose enlistment date is in the time period since the last update of the SAS data sets.
ARFISC81.DSl	Contains records of all Army Reserve enlistments for the past fiscal year (FY81 is designated. A new data set, ARFISC82.DS1, is created at the fiscal year change.).
NGRCRT.DSl	A copy of the National Guard recruit file (minus holding records). This data set is created every Tuesday.
NGDEP.DSl	Contains records of all National Guard recruits whose ship date is greater than today. This data set is created every Tuesday.
NGACC.DSl	Contains records of all National Guard enlistments to date for the current fiscal year. This data set is added to every Tuesday by extracting from the National Guard Recruit file the records of those recruits whose SHIP DATE is in the time period since the last update of the SAS data sets.

Table 9–4
SASCP data sets—Continued

Designation	Content Description
NGFISC81.DSl	Contains records of all National Guard enlistments for the past fiscal year (FY81 is designated. A new data set, NGFISC82.DS1, is created at the fiscal year change.).
UVL.DSl	Contains records of all UVL vacancies and UIC information associated with these vacancies. This data set is created every Saturday by copying the UVL file.
EDAUG83.DSl EDSEPT83.DSl EDOCT83.DSl EDNOV83.DSl EDDEC83.DSl EDJAN84.DSl EDFEB84.DSl	These data sets contain the Eligible-Declined Monthly History records. A new Eligible-Declined History data set is created each month.
RTFEB84.DSl	Contains RETAIN REQMCS statistics. This data set is created manually every month.
RQFEB84.DSl	Contains REQUEST REQMCS statistics. This data set is created manually every month.
USAGE.DSl	Contains current REQMCS data for REQUEST. It is created on Wednesdays from the live file.
USGRET.DSl	Contains current REQMCS data for RETAIN. It is created on Wednesdays from the live file.
AARCTUS.DSl	A mini data set of AARCRT.DSl-tailored for USAREC.
AARCTAMB.DSl	A mini data set of AARCRT.DSl-tailored for AMB.
AADEPUSA.DSl	A mini data set of AADEP.DSl-tailored for USAREC
AADEPAMB.OSl	A mini data set of AADEP.DSl-tailored for AMB.
AAACCUSA.DSl	A mini data set of AAACC.DS1 tailored for USAREC.
AAACCAMB.DSl	A mini data set of AAACC.DS1 tailored for AMB.
AAACDPUS.DSl	A mini data set of the concatenation of AADEPUSA.DS1 and AAACCUSA.DSl-tailored for USAREC.
AACOPAM.DSl	A mini data set of the concatenation of AADEPAMB.DS1 and AAACCAMB.DSl-tailored for AMB.

Notes:
[1] There may be more than one past fiscal year data sets in existence after a fiscal year change. For example, ARFISC81.DS1 and ARFISC82.DS1, will both exist for a time in fiscal year 83.
[2] The files from which the data sets are created are purged according to the following schedule.

AARCRT - every six weeks

ARRCRT - quarterly

NGRCRT - quarterly

REQMCS - monthly

WAITLIST - no schedule currently set.

AAINEL - no schedule currently set.

AAE-DC - no schedule currently set.

Table 9–6
SAS PROCS (procedures) for use in the SAS programming language

SAS Procedure
CHART
CONTENTS
FREQ
MEANS
PRINT
SORT
MERGE
SUMMARY

Notes:
[1] The list above are PROCS currently available and are documented in the SAS Institute User's Manuals.

1. SAS Introductory Guide

2. SAS Application Guide

3. SAS/Graph User's Guide

4. SAS User's Guide

Table 9–6
Batch Information

Item	Program Use or Response
$CONTROL NOPRINT	This entry is optional, if used as the FIRST line of the BATCH (filetype) file on your disc, will eliminate the copy of the delayed terminal session from the printed output at your high speed printer. See paragraph 9–8(a), procedures for creating a BATCH (filetype) file on your disc.
DDHHMM	This is the date and time for the BATCH scheduling mode command, BATCH 'FILENAME' AT DDHHMM. DD=day of the month. DD may be up to seven days in the future. If DD is not entered, the governing element will become HHMM, time. HHMM=time, hour and minutes. Time may NOT be between 2200 and 0300. This interval is reserved for system maintenance. A time entry without a day entry will cause the execution of the BATCH run at the next occurance of the HHMM entered. If HHMM is omitted; the default time is 0400. Note; 2000 to 0800 hours are the times of low cost computer charges. When scheduling BATCH execution, take into account the time required to run each SAS job. It is recommended that jobs be scheduled an hour apart until experience with certain jobs shows you that half-hour intervals are appropriate. A job which runs beyond the time allowed prevents the next job from executing.
USERID logon	1. If your USERID is in use at the time a BATCH job execution is scheduled , the job will NOT run and the message, AUTOLOGON FOR HHMM FAILED - ALREADY LOGGED ON', will be printed. 2. If you try to logon while a batch job is running, the message, 'DMKLOG082E 02KXXX is NOT AVAILABLE, BATCH JOB IN PROGRESS', will appear. No logon will be permitted until the job is finished.
Computer Costs	Computer charges are discounted by approximately 50% between 8 p.m. (2000 hours) and 8 a.m. (0900 hours) and on weekends. It is advantageous to scheduled SAS jobs in these intervals: after 2000 hours to before 2200 hours, and after 0300 hours to before 0800 hours.
Data Sets	SASCP data sets are reloaded each night between 0200 and 0300 hours. Jobs run before 0200 will get today's data, jobs run after 0300 will get the new data. See Table 9–4 for the data set list and update schedule.

9–4A. (Not used.)

(Paragraph not used.)

Section III
PROGRAM OPERATION

9–5. Initiation Procedures.

After completing the sign-on procedures described in Appendix B, the system prints the following message:

ENTER PROGRAM NAME, “LIST” OR “OFF”

The user enters SASCP and depresses the carriage return key. The program is now ready to communicate with the user.

Each user has an individual storage disc that is activated by the sign-on code. When the user creates a SAS program (job) within the edit structure of SASCP and uses the edit subcommand FILE, the job is stored on the user’s disc as a “file” with a filename specified by the user (example: CONTENTS) and the filetype designation of SAS to indicate that the programming language is SAS.

When the user directs SASCP to execute a job by entry of the SASCP command RUN ‘FILENAME’, SASCP accesses the user’s disc and executes the job that is stored there under the designated filename. The run is complete when the ‘SAS’prompt reappears on the terminal.

Preliminary scan errors appear on the terminal during the job execution. Secondary scan errors are automatically stored on the user’s disc under the file designation ‘FILENAME’SASLOG.

Results of the job execution are automatically stored on the user’s disc under the file designation ‘FILENAME’ LISTING.

Table 9–5A
Initiation Procedures

SASCP: SAS

USER:

1. Enter HELP to obtain a list of the nine SASCP commands. Table 9–1 contains the SASCP command list. This list will be updated periodically, so the user should display it on the terminal occasionally to check for new information.
2. Enter HELP ‘TOPICS’ to obtain a current list of TOPICS. Enter HELP ‘TOPICNAME’ to display specific details and instructions about a command or topic on the lists. See Table 9–2 for samples.
3. Enter EDIT ‘NEWFILENAME’ ‘FILETYPE’to create a SAS job (program) and follow the procedures in paragraph 9–6.
4. Enter EDIT ’OLDFILENAME’ ’FILETYPE’ to modify a job already in existence on your disc and follow the procedures in paragraph 9–7.
5. Enter LIST * SAS to obtain a list of the SAS files on your disc (see table 9–1).
6. Enter TYPE ‘FILENAME’ ‘FILETYPE’ to display on the terminal the contents of a job file (e.g., TYPE CONTENTS SAS), a secondary error scan (e.g., TYPE CONTENTS SASLOG), or the results of a job (e.g., TYPE CONTENTS LISTING). See sample program in figure 9–2.
7. Enter PRINT ‘FILE’ ‘FILETYPE’ ‘RMTXXX’ to send the contents of the designated file to the remote high speed printer associated with three digits (XXX).
8. Enter RUN ‘FILENAME’ TERM (or NOTERM) LONGLIST (or SHORTLIST) to execute a SAS job that exists on your disc. See Table 9–1 and 9–2 for RUN syntax details.
9. Enter ERASE ‘FILENAME’ ‘FILETYPE’ to erase all SASLOGS (secondary error scans) and SASLISTINGS (job run results) from your disc.
10. Follow the procedures in paragraph 9–8 for setting up a ‘FILENAME’ BATCH file on your disc in order to schedule the execution of SAS programs and print results in hours of low computer costs.
11. Enter END to terminate the SASCP program.
12. Depress the carriage return key.

9–6. New SAS Job and Job Run Procedures.

Follow the procedures described below to create a new SAS job, to run the job, and to display the results. Figures 9–2 and 9–4 are sample SAS jobs. The SAS job with PROC CONTENTS, as illustrated in Figure 9–2, will display the variables within a data set, the type of value (numeric or character), and length of value. For specific values or ranges of value, contact KEYSTONE for the current dictionary entries.

Table 9–6A
New SAS Job and Job Run Procedures

SASCP: SAS

USER:

1. Enter EDIT ‘NEWFILENAME’ SAS (choose a name for the SAS job no longer than 8 characters, beginning with a letter).

Table 9–6A
New SAS Job and Job Run Procedures—Continued

2. Depress the carriage return key.

SASCP: NEW FILE
(SASCP is now in the INPUT mode for the EDIT structure. There is no prompt.)
USER: Enter the job code in SAS programming language. All SAS job statements must end with a; (semicolon). When the coding is complete, enter a null (blank) line (carriage return only) to exit from the INPUT mode of EDIT.

SASCP: E
(SASCP is now in the EDIT structure. See table 9–3 for EDIT subcommands.)
USER:
1. Enter FILE to save the SAS job which you have just created on your disc.
2. Depress the carriage return key.

SASCP: SAS
(The new SAS job is filed on your disc under the designation 'FILENAME' SAS which you specified at the beginning.)
Note: Use the following procedures to execute a SAS job on-line. This is expensive! Follow the procedures in paragraph 9–8 to create a file on your disc with BATCH filetype and to execute a SAS job and print results during low computer cost hours.
USER:
1. Enter RUN 'FILENAME' TERM (or NOTERM) LONGLST (or SHORTLST) to direct SASCP to execute the SAS job immediately. TERM and LONGLST are the default values if the entry is only RUN 'FILENAME'. See Table 9–2 for greater detail on the RUN command and Syntax options.
2. Depress the carriage return key.

SASCP: REQUEST/SAS RELEASE 1.x DD/MM/YY HR:MIN:SEC
FILE=FILENAME USER=UZKXXX
SASCP prints the SAS job code as it exists on the user's disc.
If any errors are detected by the preliminary scan, they are displayed during the job run. The HELP structure and Section V of this manual contain lists of possible errors and their remedies.
SAS
(The execution of the job is not complete until the SAS prompt re-appears on the terminal.)
Secondary scan errors are automatically stored on your disc under the designation NEWFILENAME SASLOG. Results are automatically stored on your disc under the designation NEWFILENAME LISTING.
USER: 1. Enter TYPE FILENAME SASLOG and depress the carriage return key to display the errors, if any, detected by the secondary scan. This step is optional; however, if there are no results from the next step, it should be performed to determine the cause.

SASCP: Prints any errors plus the program code, time, and memory use. The user is returned to the SAS prompt.
SAS
USER:
1. Enter TYPE 'FILENAME' LISTING to display the output of the SAS job.
2. Depress the carriage return key.

SASCP: Prints the job results and returns the user to the SAS prompt.
SAS
USER:
1. Enter END to terminate the SASCP session.
2. Depress the carriage return key.

9–7. SAS Job Modification (Edit) Procedures.

Follow the procedures below to edit the SAS job code that is on the user's disc under a particular file nae designation (example: TEST). See figure 9–3 for a sample modification of a SAS job named TEST.

Table 9–7A
SAS Job Modification (Edit) Procedures

SASCP: SAS
USER:
1. Enter EDIT 'FILENAME' SAS to access the SAS job on your disc.
2. Depress the carriage return key.

Table 9–7A
SAS Job Modification (Edit) Procedures—Continued

SASCP: E
(SASCP is now in the EDIT structure.)
USER:
1. Enter TYPE n (n=the number of lines to be displayed on the terminal and should be large enough to print the SAS job code stored on the disc).
2. Depress the carriage return key.

SASCP: Prints the number of SAS job code lines indicated and RETURNs to the edit prompt.
E
USER:
1. Enter TOP, UPn, or DOWNn to position the pointer at a particular line. See table 9–3 for EDIT subcommands.
2. Test for the pointer position by entering TYPE1 and depressing the carriage RETURN key. SASCP will print the line where the pointer is.
3. Enter change or deletion subcommands (see table 9–3) to modify the job code line.
4. Depress the carriage return key.

SASCP: Prints the modified line
E
USER:
1. Enter FILE to save the modified SAS job on your disc. The old job of the same name is erased.
2. Depress the carriage return key.

SASCP: SAS
USER: 1. Enter END to terminate the SASCP session.

9–8. SASCP Batch Procedures.

In order to use the BATCH commands, it is assumed that you a SAS "job" (example: TEST SAS) on your disc. These procedures are divided into three parts. a. contains the procedures for creating a file with the filetype of BATCH on your disc. b. contains the procedures for scheduling the execution of the commands within the BATCH file during hours of low computer costs. c. contains the procedures for querying the batch schedule and for cancelling a scheduled job execution.

a. Procedures to Create a 'FILENAME'BATCH (filetype) file.

Table 9–8A
Procedures to Create a 'FILENAME' BATCH (filetype) file

SASCP: SAS
USER:
1. Enter EDIT 'FILENAME' BATCH
2. Depress the carriage return key.

SASCP: NEWFILE
(no prompt) you are now in the INPUT mode of SASCP EDIT.
USER:
1. Enter the SASCP 'RUN' and 'PRINT'command (Table 9–1), for running your SAS 'job' as you would in response to the 'SAS' prompt for on-line execution.
example: RUN TEST SAS
PRINT TEST SASLOG
PRINT TEST LISTING
PRINT TEST LISTING RMT XXX
You may RUN and PRINT multiple SAS jobs within one BATCH (filetype) file. The RUN command will execute a SAS 'job' as if you were at the terminal. The terminal session display will be printed at your printer including the preliminary scan results. If you do not want a copy of this session, insert $CONTROL NOPRINT as the first line of your batchtype file.
The PRINT commands will send the results to the high-speed printer associated with your ID unless you direct them elsewhere by adding 'RMTXXX' to the print command lines.
2. Enter a blank line (null) by pressing the RETURN key with no input to RETURN to the edit mode of SASCP.

SASCP: E

Table 9–8A
Procedures to Create a 'FILENAME' BATCH (filetype) file—Continued

USER:
1. If necessary, use the EDIT subcommands to change or modify your BATCH file. See Table 9–3 for details.
2. Enter FILE when the file contents are your liking.
3. Depress the carriage return key.

SASCP: SAS
(You now have a BATCH (filetype) file on your disc which directs that your SAS 'job' named TEST is to be executed and the results prints.)
USER: N/A

b. Procedures to schedule a SAS 'job' at low computer cost hours. Two files must exist on your disc: a SAS 'job' and a BATCH (filetype) file which directs the execution of the SAS 'job' and the printing of the results.

Example: TEST SAS
MYTEST BATCH

When scheduling SAS BATCH executions, take into account the time required to run each SAS job. For single SAS jobs, one every hour is recommended until your experience tells you that certain jobs take less time. In that case, every half hour may be scheduled. If a scheduled job run takes longer than the time allowed, the following job will not be executed. If your BATCH file runs several SAS jobs, consider the time and the number of pages of output. If the limit of 5000 pages is reached, execution stops.

Table 9–8B
Procedures to schedule a SAS 'job' at low computer cost hours

SASCP: SAS
USER:
1. Enter BATCH 'FILENAME' to direct the commands within the BATCH (filetype) file on your disc to be executed at 0400 on your USERID.
or
2. Enter BATCH 'FILENAME' AT 'DDHHMM'to direct that the commands within your BATCH (filetype) file be executed at another time. DD=day of the month, HH=hour, MM=minutes.
example:
BATCH MYTEST AT 25 0330
BATCH is the SASCP command
MYTEST is the name of the BATCH
(filetype) file on your disc.
AT 25 0330 directs the commands to be executed on the 25th day of the month at 0330 hours.
If the day is omitted, the run will be scheduled for the next occurrence of the indicated time. If the time is omitted, the default time is 0400.
3. Depress the carriage return key.

SASCP: CONFIRMING AUTOLOGON AT MM/YY (date) HHMM (time) There may be a delay in this confirmation, your may proceed with your SASCP program session in the interval.
USER: N/A

c. Procedures to query batch scheduling and to cancel a scheduled program execution.

Table 9–8C
Procedures to query batch scheduling and to cancel a scheduled program execution

SASCP: SAS
USER: 1. Enter BATCH QUERY to display the list of your batch jobs which are scheduled for later execution.

SASCP: Displays the list of scheduled Batch jobs with the date and time of execution. The TIME is the necessary factor to know in order to cancel a scheduled batch run.
SAS
USER:
1. Enter BATCH CANCEL 'HHMM' (time) to cancel a scheduled batch execution.
2. Depress the carriage return key.

SASCP: AUTOLOGON REQUEST MMDD HHMM CANCELLED.

(There may be a delay in this response. You may proceed with your SASCP session in the interval.)
SAS
USER:
1. Enter END to terminate this session of SASCP.
2. Depress the carriage return key.

SASCP: Will return the user to the Request System. Your USERID may NOT be logged-on while batch SAS jobs are running.
USER: N/A

```
SAS
EDIT TEST
NEW FILE
PROC CONTENTS DATA=AAWLR.DS1;

E  FILE
SAS
RUN TEST
  REQUEST/SAS RELEASE 1.0   27/10/82   09:41:27   FILE=TEST   USER=UZKXXX

PROC CONTENTS DATA=AAWLR.DS1;
SAS
TYPE TEST SASLOG

S T A T I S T I C A L   A N A L Y S I S   S Y S T E M
ONOTE: CMS/SAS RELEASE 79.5 AT BOEING COMPUTER SERVICES (00836).


 1       PROC CONTENTS DATA=AAWLR.DS1;

 NOTE: THE PROCEDURE CONTENTS USED 0.06 SECONDS AND 944K AND PRINTED PAGE 1.

 NOTE: SAS USED 944K MEMORY.
ONOTE: SAS INSTITUTE INC.
       SAS CIRCLE
       BOX 8000
       CARY, N.C. 27511
```

Figure 9–2. SASCP sample creation and execution of a new SAS job named TEST

```
SAS
TYPE TEST LISTING

S T A T I S T I C A L   A N A L Y S I S   S Y S T E M
CONTENTS OF SAS DATA SET AAWLR.DS1
OBSERVATIONS=240  CREATED BY  UZK044  AT 3:15 TUESDAY, MARCH 27, 1984        BY

SAS RELEASE 79.6 LRECL=42
GENERATED BY PROC SORT
ALPHABETIC LIST OF VARIABLES
   # VARIABLES  TYPE LENGTH POSITON  FORMAT            INFORMAT  LABEL

   9 DES CMF    NUM       2      38
   7 DES MOS    CHAR      4      32
   2 DES RSD    NUM       4       8  DATE7.
   8 DES SC     CHAR      2      36
   5 LOCID      CHAR      4      20
   3 RECTYP     NUM       4      12
   4 RECTYPT    CHAR      4      16
   6 SOC SEC    NUM       8      24
  10 USERID     NUM       2      40
   1 WLDATE     NUM       4       4  DATE7.

SAS
END
ENTER YES TO KEEP ALL SASLOGS AND LISTINGS
OTHERWISE THEY WILL BE ERASED
YES
```

Figure 9–2. SASCP sample creation and execution of a new SAS job named TEST - Continued

```
SASCP
WELCOME TO THE REQUEST SAS SYSTEM 10/27/82 10:12:02
SAS
EDIT TEST
E  TYPE2
*TOF
PROC CONTENTS DATA=NGRCRT.DS1 SHORT;
E  C/SHORT;/HISTORY;/
PROC CONTENTS DATA=NGRCRT.DS1 HISTORY;
E  FILE
SAS
END
```

Figure 9–3. SASCP Sample modification of existing SAS job named TEST

```
TOF*
*   THIS PROGRAM REPORTS COUNTS OF ACCESSIONS FOR A GIVEN DATE RANGE AND
*   GIVEN TYPES.  THE ACCESSIONS ARE COUNTED BY RECSTA, TYPE, SEX, AND
*   EDUCATION.
*;
*******************************************************************************
*
*        REPORT FOR FISCAL YEAR 82
*
*******************************************************************************
DATA; SET ARFISC82.DS1; KEEP RECEPT EDUCT SXT ARTYPET;
     IF RECEPT GE INPUT('01MAY82',DATE7.) AND
        RECEPT LT INPUT('01AUG82',DATE7.) AND
        (ARTYPET EQ 'NPS' OR ARTYPET EQ 'SP1') THEN OUTPUT;
*;
PROC FREQ; TABLES RECEPT*SXT*EDUCT/LIST NOCUM;
     TITLE COUNTS OF FY82 AR ACCESSIONS ;
*******************************************************************************
*
*        REPORT FOR FISCAL YEAR 81
*
*******************************************************************************
DATA; SET ARFISC81.DS1; KEEP RECEPT EDUCT SXT ARTYPET;
     IF RECEPT GE INPUT('01MAY82',DATE7.) AND
        RECEPT LT INPUT('01AUG82',DATE7.) AND
        (ARTYPET EQ 'NPS' OR ARTYPET EQ 'SP1') THEN OUTPUT;
*;
PROC FREQ; TABLES RECEPT*SXT*EDUCT/LIST NOCUM;
     TITLE COUNTS OF FY81 AR ACCESSIONS ;
EOF:
E
```

Figure 9–4. SASCP Sample SAS job to compare certain enlistment types from two fiscal years for a specified date range

Section IV
OUTPUT DESCRIPTION

9–9. Output.

SASCP provides statistical data concerning recruits based on the data sets of the current recruit files and the past fiscal year file. Depending upon the SAS PROC (procedure) selected by the user, the results can be utilized for comparison, projection and analysis of accessions. See figures 9–2 and 9–4 for SAS job samples.

9–9A. (Not used.)

(Paragraph not used.)

Section V
ERROR MESSAGES AND CORRECTION PROCEDURES

9–10. System Errors.

The following is a representative list of possible system errors. If any such error messages appear, call the KEYSTONE Branch immediately.

1. **** TRACE BACK ****

ENTRY POINT ENTRY ADDRESS RETURN ADDRESS
XXXXXXXX ZZZZZZZZ ZZZZZZZZ

2. ERROR: ON LUN=XXXXXX
VSAM ERROR RETURN CODE=XXXXXX
ACTION CODE=XXX
KEYS (IN HEX)=ZZZZZZZZ, ZZZZZZZZ
RECORD TYPE=XXX
SPARE VARIABLE X=XXXXXX
CALL KEYSTONE BRANCH

3. SYSTEM ERROR: INVALID XXXXX IN XXXX
: ILLEGAL XXXXXX
: OCCURRED IN XXX WHEN CALLING XXXX
: IN XXXXXX WHEN RUNNING XXXXX
: RETURNED BY XXXX
: ERROR IN XXXX
: XXXX NOT FOUND
: RECORD DESCRIPTOR HAS XXXXXXX RETURN CODE IS XX
: PLEASE CALL KEYSTONE BRANCH

4. ERROR : READING XXXXX
: INVALID XXXX INDICATOR IN SUBROUTINE XX
: XXX NOT FOUND ON XXXX FILE
: XXXXX ERROR-SUBROUTINE XXXXXX
: SIOXX-FOR KEY XXXXXX AND ACTION XXXX NUMREC=XXXXXXXX
: ILLEGAL XXXX PASSED TO XXXXXX
: BAD XXXX IN XXXXXX
: IN XXXXX - XXXXXX
: CANNOT FIND XXXX ON XXXXXX

5. FATAL ERROR - XXXXXX
6. SIOXX ERROR: XXXXXX
7. INVALID XXXXX IN SIOXX
8. INVALID VALUE FOR XXXXX IN XXXXXX
9. BAD RETURN FROM XXXX IN XXXXXX
10. PROBLEM WITH XXXX XXXX RECORD
VALIDATING XXXXXX IN XXXXXX
READING XXXXXXX
IN XXXXXX
11. UNABLE TO GET DATA FROM XXXXXX
VALIDATE XXXX - XXXXXX
DECODE XX TYPE XXXXXX
12. VSAM ERROR=XXXX ON LUN XXX
13. VMCF ERROR=XXXXXX FOR LUN XXX
14. NO SINK AVAILABLE FOR LUN XXX
15. KEY/RECORD DISAGREE, KEY=XXXXXX RECORD: XXXXX
16. FACTOR XXXXXX NOT IN DATA DICTIONARY (XXXX)
17. LOGIC ERROR: XXXXXX XXXXX
18. XXXXX IS OUT OF RANGE XXXX IS AN INVALID XXXXX FOR COMPONENT (XXXX)
19. THIS OPTION NOT AVAILABLE AT THIS TIME
ACTION IS XXXX
20. NO XXXXXX FOUND IN XXXXX
21. XXXXXX RECEIVED BY XXXX IS INCORRECT
22. $CTS ERROR IN XXXX ROUTINE

9–11. Operation Errors.

The following list contains possible operation error messages and the corrective action to be taken for each. Note: This list pertains to the preliminary scan of a SAS job run. The messages are printed on the terminal during job execution. The number of each message is unique to this scan and differs from the SAS errors contained in a SASLOG printout which must be located in a SAS Institute User's Guide.

Table 9–11A
Operation Error Messages

MESSAGE: 110 STATEMENT NOT AUTHORIZED
ACTION: The program uses a statement that is not authorized for your USERID. Do not use the statement, or contact the KEYSTONE Branch.

MESSAGE: 120 TEMPORARY DATASETS NOT AUTHORIZED
ACTION: You are trying to create a temporary dataset and your USERID is not authorized to create temporary datasets. Do not create the dataset, or contact the KEYSTONE Branch.

MESSAGE: 130 CREATION OF PERMANENT DATASETS NOT AUTHORIZED
ACTION: You are trying to create a permanent dataset (i.e., a dataset with a two level name like 'MYDATA.FILE') and your USERID is not authorized to create permanent datasets. Do not create permanent datasets, or contact the KEYSTONE Branch.

MESSAGE: 140 MISUSE OF RESERVED DATABASE NAME
ACTION: You are trying to create a permanent dataset with the same database name as one of the common datasets. Use another name.

MESSAGE: 150 PROC NAME IS MISSING OR INVALID
ACTION: The PROC name was missing from a PROC statement. Put the PROC name into the PROC statement.

MESSAGE: 160 PROC IS NOT AUTHORIZED
ACTION: You specified a PROC that is not authorized for your USERID.
Use another PROC, or contact the KEYSTONE Branch.

MESSAGE: 170 NO DATASET SPECIFIED
ACTION: No dataset was specified after the 'DATA=' option in a PROC statement. Specify a dataset.

MESSAGE: 200 DATASET NOT AUTHORIZED
You are trying to use a data set that is not authorized for your user ID.
ACTION: Use another dataset, or contact the KEYSTONE Branch.

MESSAGE: 210 STATEMENT DOES NOT END WITH A SEMICOLON
ACTION: You have forgotten to end a statement with a semicolon. Use a semicolon.

MESSAGE: 250 INVALID CHARACTER
ACTION: An invalid character has been found. The valid characters for SAS names are the letters A to Z, numerals 0 to 9, and the underscore ____. Remove the invalid character.

MESSAGE: 260 UNBALANCED PARENTHESES
ACTION: The number of right parentheses does not equal the number of left parentheses. Correct the parentheses.

MESSAGE: 270 DATASET NAME LONGER THAN 16 CHARACTERS
ACTION: You have used a dataset name longer than 16 characters. Use a shorter name.

MESSAGE: 999 MAXIMUM NUMBER OF ERRORS HAS BEEN REACHED
ACTION: Diagnostics are generated only for the first 100 errors per job. Correct the first 100 errors and run the program again. The remaining errors will now appear.

Chapter 10
ARPROG PROGRAM

Section I
PROGRAM SUMMARY

10–1. Purpose.

The ARPROG program reports and updates the Annual Accession file for the Army Reserve. Training information can be reported in eight distinct reports which range from specific data associated with one MOS or CMF code to annual totals for a specific fiscal year for all MOSs. A ninth report type allows the user to list the user-IDS, which have access to ARPROG. See paragraph 10–3 for the nine report descriptions. Through the Update capability, quota and status codes can be revised to reflect current accessions information for a specific fiscal year. The fiscal year to which an accession is credited is determined by the starting date of the AIT (Advanced Individual Training) of the individual.

The accession accounting records for skill factors associated with each MOS or CMF may also be adjusted through the Update capability of this program.

10–2. Applicability.

The ARPROG program is accessed by the following user groups:

OCAR/FORSCOM CONUSA
b. KEYSTONE Branch
c. Regions
d. Accession Management Branch

10–3. Functions.

ARPROG has two functions. These are report and to update the Annual Accession file.

a. Report. Provides the user with nine types of report formats from which to choose. The user may define and restrict the range of a report by entering specific criteria regarding MOS and CMF codes. The nine report types include:

(1) Regular Complete. A report of annual accessions for a particular fiscal year related to a specific MOS or CMF code. Refer to figure 10–2 for an example.

(2) Regular By Type. A report similar to the Regular Complete, without the female component breakdown by enlistment types. See figure 10–3 for a sample.

(3) Regular MOS. This report lists only totals and the female component for the fiscal year and MOS or CMF codes. Figure 10–4 contains an example of this report.

(4) Annotated Complete. This report extends the Regular Complete report to include a further analysis of the totals. Refer to figure 10–5 for a sample report. The KEYSTONE Branch may choose to have this report dumped to tape. The tape output will have no headers.

(5) Annotated Totals. An abbreviated form of the Annotated Complete report. See figure 10–6 for a sample of the report.

(6) All Components Composite. A report of total Army training space, summarized by Active Army, Army Reserve and National Guard components. On-line reporting is limited to a maximum of 50 MOS codes. See figure 10–7 for a sample.

(7) USAREC Accession Accounting. A report of an Accession Accounting record containing factors and values associated with a specific MOS or CMF code. See figure 10–8 for a sample.

(8) Fiscal Year Summary. A short report of total Army Reserve accessions. Figure 10–9 provides an example of this report.

(9) User Report. Allows the user to report the user IDs which have access to ARPROG. Management users are also able to add, change or delete user IDs with access to ARPROG. Figure 10–10 provides an example of this capability.

b. (Not used.) (Paragraph not used.)

Section II
INPUT REQUIREMENTS

10–4. Data Items.

ARPROG requires the user to enter the items described below in table 10–1 for the Report function. Additional items for the update of quota and status codes are described in table 10–2. Items required for the update of a USAREC Accession Accounting report (UA) are described in table 10–3.

Table 10–1
ARPROG Report function input data items

Field Name	Field Label	Valid Values
Fiscal year	FY (2)	Two digits denoting fiscal year which runs from October to September. For example, 82 denotes the FY running from October 1981 through September 1982.

Table 10–1
ARPROG Report function input data items—Continued

Field Name	Field Label	Valid Values
Report Selection	REPORT SELECTION(2)	Enter the two letters corresponding to the type of report wanted. RC: REGULAR COMPLETE REPORT RT: REGULAR TYPE REPORT RM: REGULAR MOS REPORT AC: ANNOTATED COMPLETE REPORT AT: ANNOTATED TOTAL REPORT CR: ALL COMPONENTS COMPOSITE REPORT UA: ACCESSION ACCOUNTING REPORT FY: FISCAL YEAR SUMMARY REPORT USER REPORT
MOS	MOS (4)	The code for Military Occupational Specialty.
CMF	CMF (2)	The code for Career Management Field.
Staff ID	Staff ID (2)	The code for staff identification.
Skill cluster	SKILL CLUSTER (2)	The two-character code for a group of related CMFs.
Enlistment type	TYPE (4)	The code indicating service type and skill acquisition: NFS=No prior service. IRN=IRR who must take BT and AIT. IS =In-service. CAS=Civilian acquired skills. RET=Retraining. SP1=Split training option. SP2=Split training option. F or M as the last letter of any of the above codes indicates the sex of the personnel. F=female, M=male.

Table 10–2
ARPROG quota and status code data items

Field Name	Field Label	Valid Values
Quota	OPEN	Quota space available. Yes=quota open. No =quota closed. Yes=quota open. No=quota closed.
Original projection	ORIG PROJ	The number of quota spaces originally projected.
Adjusted original	ADJ ORIG	The adjusted number of spaces.
Spaces filled	FILL	The number of quota spaces filled.
Percentage fill	% FILL	The percentage of the adjusted quota spaces filled.
Female component	FEM	The female component of the values reported directly above this line.
TO GO	TO GO	The adjusted original (ADJ ORIG) total minus the unfilled spaces.
Capacity	CAP	The Army Reserve total from the Quota file minus the total of SP1 and SP2.
Unfilled spaces in the Army Reserve	ARUNF	The number of Army Reserve unfilled spaces.
AR DELTA	AR DELTA	TOGO minus unfilled spaces.
Total unfilled spaces	TOT UNF	The total number of unfilled spaces.

Table 10–2
ARPROG quota and status code data items—Continued

Field Name	Field Label	Valid Values
Cumulative Advanced Individual Training Goal	CAIT GOAL	The Cumulative Advanced Individual Training goal.
Actual Cumulative Advanced Individual Training Goal	CAIT ACTUAL	The actual CAIT spaces filled.
Remarks	REMARKS (5)	Remarks appear for input only when the OPEN quota status is changed on a quota and status code update. Remarks are any four characters entered in the XX/XX format.
Denial	DENY	A flag which indicates whether any applicants will be denied a reservation Y=yes N=no

Table 10–3
ARPROG Accession Accounting record data items

Field Name	Field Label	Valid Values
Primary accession factor	PRIMARY ACCESSION	A two-character abbreviation of the primary factor name.
Primary start value	PRIMARY START VALUE	The lower limit of the primary factor.
Primary end value	PRIMARY END VALUE	The upper limit of the primary factor.
Secondary accession factor	SECOND ACCESSION (2)	The two-character abbreviation of the secondary factor name.
Start value	START VALUE	The lower limit of the secondary factor.
End value	END VALUE(2)	The upper limit of the secondary factor.
Maximum percentage	MAX % (2)	The maximum percentage of the total quota to be filled within the indicated range of values. (Two digits between 0 and 99.)
Denial	DENY (1)	Flag indicating whether applicants with scores within the indicated range will be denied a reservation. Y=yes. N=no.
Army Reserve goal	GOAL (6)	The number of spaces projected for fill by the Army Reserve.
Number reserved	NUMBER RESERVED	The actual number of spaces filled at each level.
Total reservations	TOTAL RESERVATIONS	The total number of reservations filled.

Notes:
* Note - The active accession factor names, abbreviations and valid range of values or codes is available through the information capability of the Update procedures.

10–4A. (Not used.)
(Paragraph not used.)

Section III
PROGRAM OPERATION

10–5. Initiation Procedures.
After completing the sign-on procedures described in Appendix B, the system prints the following message:

ENTER PROGRAM NAME, “LIST” OR “OFF”

The user enters ARPROG and depresses the carriage RETURN key. The program is now ready to communicate with the user. ARPROG begins:

Table 10–5A
Initiation Procedures

ARPROG: ANNUAL FILE PROGRAM
REPORT (R) UPDATE (U),
OR END (E)?

USER:
1. Enter R to generate Annual Accession reports. See paragraph 10–6 for more details on the Report function.
2. Enter U to update Annual Accession information. See paragraph 10–9 for more details on the use of the Update function.
3. Enter E to exit from the ARPROG program.

10–6. Report Procedures.

Follow the procedures described below to utilize the Report function of ARPROG. Table 10–1 contains the data description.

Table 10–6A
Report procedures

ARPROG: FY/ENTER SELECTION, DISPLAY MENU (D), OR END (E)

USER:
1. To generate a report, enter two digits for the desired fiscal year, space over beyond the slash, enter the two-letter code for the report type, and depress the carriage return key. For example, 83 RC will indicate a Regular Complete report for fiscal year 1983. The Fiscal Year Summary report (FY) will printout without further prompting. For the User Report (UR), proceed to paragraph 10–8. KEYSTONE Branch users who choose the Annotated Complete (AC) report should refer to paragraph 10–7. All other users choosing all other reports proceed to the next prompt.
2. To display the menu of report types and their two-letter codes, enter D and depress the carriage return key. See figure 10–1 for a sample of the report menu.
3. Enter E and depress the carriage control key to return to the initial program prompt.

ARPROG: ONE MOS(M), A LIST OF MOS CODES(L), A RANGE OF MOS CODES(R), ALL MOS CODES(A), ONE CMF(C), ONE STAFF ID(I), ONE SKILL CLUSTER(S), OR END(E)R

USER:
1. Enter a choice from the search criteria listed above. Depending upon the entry selected, ARPROG prompts the user for the information as shown in Table 10–4, below.
2. Depress the carriage return key.

Table 10–4
ARPROG search criteria

User Entry	ARPROG Prompts
M	ENTER MOS:
L	ENTER MOS CODES BETWEEN THE SLASHES / / / / / / / / / / ENTER MORE MOS CODES (Y OR N)?
R	START MOS/END MOS
A	Prints report of the type previously specified.
C	ENTER CMF:
I	ENTER STAFF ID:
S	ENTER SKILL CLUSTER
E	FY/ENTER SELECTION, DISPLAY MENU(D), OR END(E)

Table 10–6B
Report procedures - continued

ARPROG: Prints report types RC, RT, RM, AC, AT, CR. See figures 10–2, 10–3, 10–4, 10–5, 10–6, and 10–7 for sample reports. ARPROG prints the following prompt for report type UA, the USAREC Accession Accounting record.
ENTER “X” UNDER DESIRED REPORT TYPES OR END (E)
NPS/IRN/IS/CAS/RET/SP1/SP2/MALE/FEMALE
USER:
1. Enter an X under the categories desired (one category plus Male or Female is required) or enter E to return to the beginning of the Report function.
2. Depress the carriage return key.

ARPROG: Prints the USAREC Accession Accounting report. See figure 10–8 for a sample.
USER: N/A

```
REPORT SELECTIONS:
RC: REGULAR COMPLETE REPORT
RT: REGULAR TYPE REPORT
RM: REGULAR MOS REPORT
AC: ANNOTATED COMPLETE REPORT
AT: ANNOTATED TOTAL REPORT
CR: ALL COMPONENTS COMPOSITE REPORT
UA: ACCESSION ACCOUNTING REPORT
FY: FISCAL YEAR SUMMARY REPORT
UR: USER REPORT
FY / ENTER SELECTION, DISPLAY MENU(E), OR END(E)
E
```

Figure 10–1. ARPROG Report Menu

10–7. Annotated Complete Report Procedures for KEYSTONE Branch Users.

Annotated Complete report procedures for KEYSTONE Branch users.

Table 10–7A
Annotated Complete report procedures for KEYSTONE Branch users

ARPROG: DO YOU WANT TO DUMP THE OUTPUT TO TAPE Y, N OR E.
USER:
1. Enter Y to have the Annotated Complete report dumped to tape. Proceed to the next prompt.
2. Enter N if the dump to tape is not desired. Return to the MOS prompting sequence in paragraph 10–6.
3. Enter E to return to the initial program prompt.
4. Depress the carriage return key.

ARPROG: ENTER
START END OR END
FY / FY
USER:
1. Enter the two two-digit fiscal year for the report or enter END.
2. Depress the carriage return key.

ARPROG: TAPE ‘ZXXXXX’ ALLOCATED
THE TAPE # IS ZXXXXX

Table 10–7A
Annotated Complete report procedures for KEYSTONE Branch users—Continued

The program will terminate. The tape will be created at night. For delivery of the tape, the P.O.C. should call the BCS Tape Library with the tape number given above, the system (CTS2), and the user ID which ran the program.
USER: N/A

10–8. User Report Procedures.

Follow the series of procedures described below to report, add, change or delete information pertaining to users of ARPROG. The user will see one of the following prompts according to access level.

Table 10–8
User Report Procedures

ARPROG: USER REPORT (R) OR END (E)

ARPROG: USER REPORT (R), ADD (A), CHANGE (C), DELETE (D), OR END (E)?
USER:
1. Enter R to report Annual Accession user information and follow the procedures in paragraph 10–8(a).
2. Enter A to add a user(s) and follow the procedures in paragraph 10–8(b).
3. Enter C to change user(s) access and follow the procedures in paragraph 10–8(c).
4. Enter D to delete a user(s) and follow the procedures in paragraph 10–8(d).
5. Enter E to gain access to the main Report and Update functions of ARPROG.

10-8(a). Report Capability.

Table 10–8A
Report Capability

ARPROG: USER REPORT (R) OR END (E)

ARPROG: USER REPORT (R), ADD (A), CHANGE (C), DELETE (D), OR END (E)?
USER:
1. Enter R to see a short report listing user identification numbers and their corresponding type, or E to terminate this structure. See figure 10–10 for a sample of this report.
2. Depress the carriage return key.

ARPROG: Prints the short report of user information and returns the user to the beginning prompt in this structure.
USER: N/A

10-8(b). Add Capability.

Table 10–8B
Add Capability

ARPROG: USER REPORT (R), ADD (A), CHANGE (C), DELETE (D), OR END (E)?
USER:
1. Enter A to add a user to the listing, or E to terminate this structure.
2. Depress the carriage return key.

ARPROG: ADD USER--ENTER USER NUMBER OR END (E)?
USER:
1. Enter the last three digits of the user identification number, or E to terminate the Add capability.
2. Depress the carriage return key.

ARPROG: Prints a list of valid user types, see figure 10–10, followed by the prompt:
ENTER USER TYPE OR END (E)?
USER:
1. Enter a user type (R, U, L or F) from the displayed list.

Table 10–8B
Add Capability—Continued

2. Enter E to RETURN to the beginning prompt of this structure (no update will be made).
3. Depress the carriage return key.

10-8(c). Change Capability.

Table 10–8C
Change Capability

ARPROG: USER REPORT (R), ADD (A), CHANGE (C), DELETE (D), OR END (E)?
USER:
1. Enter C to change the user type associated with a particular user number, or E to terminate the User Information structure.
2. Depress the carriage return key.

ARPROG: CHANGE USER--ENTER USER NUMBER OR END (E)?
USER:
1. Enter the number of the user for which user type information is to be changed, or E to terminate the Change capability.
2. Depress the carriage return key.

ARPROG: Prints a list of valid user types (see figure 10–10) followed by the prompt:
ENTER USER TYPE OR END (E)?
USER:
1. Enter a user type (R, U, L or F) from the displayed list.
2. Enter E to return to the beginning prompt of this structure (no update will be made).
3. Depress the carriage return key.

10-8(d). Delete Capability.

Table 10–8D
Delete Capability

ARPROG: USER REPORT (R), ADD (A), CHANGE (C), DELETE (D), OR END (E)?
USER:
1. Enter D to remove a user from the listing or E to terminate this structure.
2. Depress the carriage return key.

ARPROG: DELETE USER--ENTER USER NUMBER OR END (E)
USER:
1. Enter the last three digits of the user identification number to be deleted, or E to terminate the Delete capability.
2. Depress the carriage return key.

ARPROG: DELETE USER XXX (access capability) (D) OR END (E)?
USER:
1. Enter D to delete the user identified above.
2. Enter E to return to the beginning prompt of this structure (no deletion will occur.
3. Depress the carriage return key.

```
REPORT (R), UPDATE (U), OR END (E)?
R

FY / ENTER SELECTION DISPLAY MENU (D), OR END (E)
83   RC
ONE MOS (M), A LIST OF MOS CODES (L), A RANGE OF MOS CODES (R), ALL MOS CODES
(A), ONE CMF (C), ONE STAFF ID (I), ONE SKILL CLUSTER (S), OR END (E)  M
ENTER MOS:
71L1

        FY 82 TRAINING INPUT
                ORIG   ADJ                          RESERVATIONS BY ARMY
MOS     OPEN    PROJ   ORIG   FILL   %FILL       1ST  5TH  6TH  7TH  9TH

71L1    YES     2197   2610   1700    66
  FEM   YES     1029   1690   1497    89

 NPS    YES     2197   2610   1700    66
  NPSM  YES     2197     40    203   508          99   74   29    1    0
  NPSF  YES     2197   2610   1497    58         768  507  202   20    0

 IRR    YES    10000  10000      0     0
  IRRM  YES    10000  10000      0     0           0    0    0    0    0
  IRRF  YES    10000  10000      0     0           0    0    0    0    0

 IS     YES        0     50      3     6
  ISM   YES        0     50      3     6           1    1    0    0    1
  ISF   YES        0      0      0     0           0    0    0    0    0

 SP1    YES    10000  10000    508     6
  SP1M  YES    10000  10000    225     3         104   87   32    2    0
  SP1F  YES    10000  10000    283     3         140  109   29    5    0

 SP2    YES    10000  10000    259     3
  SP2M  YES    10000  10000    114     2          55   46   13    0    0
  SP2F  YES    10000  10000    145     2          80   50   12    3    0

FY / ENTER SELECTION DISPLAY MENU (D) OR END (E)
END
```

Figure 10–2. ARPROG Regular Complete report (RC) sample

```
REPORT (R), UPDATE (U), OR END (E)?
R

FY / ENTER SELECTION, DISPLAY MENU (D) OR END (E)
83   RT
ONE MOS (M), A LIST OF MOS CODES (L), A RANGE OF MOS CODES (R), ALL MOS CODES
(A), ONE CMF (C), ONE STAFF ID (I), ONE SKILL CLUSTER (S), OR END (E)  M
ENTER MOS:
71L1

        FY 82 TRAINING INPUT
                ORIG   ADJ
MOS     OPEN    PROJ   ORIG   FILL   %FILL
71L1    YES     2102   1502    447      30
  FEM   YES     1000   1000    399      40

 NPS    YES     2102   1502    447      30
 IRR    YES        0      0      0       0
 IS     YES        0     40      0       0
 SP1    YES      586    586      3       1
 SP2    YES      600      0    260       0

FY / ENTER SELECTION, DISPLAY MENU (D) OR END (E)
END
```

Figure 10–3. ARPROG Regular Type report (RT) sample

```
REPORT (R), UPDATE (U), OR END (E)?
R

FY / ENTER SELECTION, DISPLAY MENU (D) OR END (E)
83   RM
ONE MOS (M), A LIST OF MOS CODES (L), A RANGE OF MOS CODES (R), ALL MOS CODES
(A), ONE CMF (C), ONE STAFF ID (I), ONE SKILL CLUSTER (S), OR END (E)  M
ENTER MOS:
71L1

        FY 82 TRAINING INPUT
                ORIG   ADJ
MOS     O       PROJ   ORIG   FILL   %FILL  CAP
71L1    Y       2197   2610   1700      66  7799
  FEM   Y       1029   1690   1497      89     0
  SP1   Y        586    586      3       1     0
  SP2   Y        600      0    260       0     0

FY / ENTER SELECTION, DISPLAY MENU (D) OR END (E)
END
```

Figure 10–4. ARPROG Regular MOS report (RM) sample.

```
REPORT (R), UPDATE (U), OR END (E)?
R

FY / ENTER SELECTION, DISPLAY MENU (D) OR END (E)
83   AC
ONE MOS (M), A LIST OF MOS CODES (L), A RANGE OF MOS CODES (R), ALL MOS CODES
(A), ONE CMF (C), ONE STAFF ID (I), ONE SKILL CLUSTER (S), OR END (E)  M
ENTER MOS:
71L1

                                  AR ANNOTATED ANNPRO
        FY 83 TRAINING INPUT
          ORIG  ADJ                                AR    AR    AR       CAIT
MOS   O   PROJ  ORIG  FILL  (%)  TOGO  CAP  UNF  AVAIL  DELTA  GOAL/ACTUAL

71L1  Y   2102  1502   447 ( 30) 1055  4283 1156     0  -1055   925/   201

     TOTAL UNF   REMARKS
        5277        /

MAL   Y   2102  1502   447 ( 30) 1055       1156     0  -1055     0/   201
FEM   Y   1000  1000   399 ( 40)  601        911     0   -601     0/   201
NPS   Y   2102  1502   447 ( 30) 1055       1148     0  -1055     0/   201
  M   Y   2102    40    48 (120)   -8       1148  1704   1712     0/   201
  F   Y   1000  1000   399 ( 40)  601        903  1704   1103     0/     0
IRR   Y      0     0     0 (  0)    0        328  1462   1462     0/     0
  M   Y      0     0     0 (  0)    0        328  1632   1632  1418/     0
  F   Y      0     0     0 (  0)   40          0  1390   1350  1418/     0
 IS   Y      0    40     0 (  0)   40          0  1390   1350  1418/     0
  M   Y      0     0     0 (  0)    0          0   811    811  1394/     0
  F   Y      0     0     0 (  0)    0          0   811    811  1418/     0
SP1   Y    586   586     3 (  1)  583          0   925    342   201/     2
  M   Y    586    58     3 (  6)   55          0     0    -55   201/     0
  F   Y    465   465     0 (  0)  465          0     0   -465   201/     2
SP2   Y    600     0   260 (  0) -260          0     0    260   201/     0
  M   Y    600     0   109 (  0) -109       1704     0    109   201/     0
  F   Y      0   600   151 ( 26)  449       1704     0   -449     0/     0

FY / ENTER SELECTION, DISPLAY MENU (D) OR END (E)
END
```

Figure 10–5. ARPROG Annotated Complete report (AC) sample

```
REPORT (R), UPDATE (U), OR END (E)?
R

FY / ENTER SELECTION, DISPLAY MENU (D) OR END (E)
83   AT
ONE MOS (M), A LIST OF MOS CODES (L), A RANGE OF MOS CODES (R), ALL MOS CODES
(A), ONE CMF (C), ONE STAFF ID (I), ONE SKILL CLUSTER (S), OR END (E)  M
ENTER MOS:
71L1

                                   AR ANNOTATED ANNPRO
        FY 83 TRAINING INPUT
          ORIG  ADJ                                AR    AR    AR       CAIT
MOS   O   PROJ  ORIG  FILL  (%)  TOGO  CAP  UNF  AVAIL  DELTA  GOAL/ACTUAL

71L1  Y   2102  1502   447 ( 30) 1055  4283 1156     0  -1055   925/   201

     TOTAL UNF   REMARKS
        5277        /

MAL   Y   2102  1502   447 ( 30) 1055       1156     0  -1055     0/   201
FEM   Y   1000  1000   399 ( 40)  601        911     0   -601     0/   201
SP1   Y    586   586     3 (  1)  583          0   925    342   201/     2
SP2   Y    600     0   260 (  0) -260          0     0    260   201/     0

FY / ENTER SELECTION, DISPLAY MENU (D) OR END (E)
END
```

Figure 10–6. ARPROG Annotated Totals report (AT) sample.

```
REPORT (R), UPDATE (U), OR END (E)?
R

FY / ENTER SELECTION, DISPLAY MENU (D) OR END (E)

83     CR
ONE MOS (M), A LIST OF MOS CODES (L), A RANGE OF MOS CODES (R),
ALL MOS CODES (A), ONE CMF (C), ONE STAFF ID (I), ONE SKILL CLUSTER (S),
OR END (E)R
START MOS/END MOS
11B1        11X1
```

TOTAL ARMY TRAINING SPACE SUMMARY

	ACTIVE ARMY			ARMY RESERVE			NATIONAL GUARD			TOTAL ARMY		
MOS	PGM	FILL	%	PGM	FILL	%	PGM	FILL	%	PGM	FILL	%
11B1	200	113	57	1318	310	24	6184	1644	27	7702	2067	27
11B5	0	0	0	0	0	0	0	0	0	0	0	0
11O1	52	7	14	199	35	18	1558	347	23	1809	389	22
11H1	0	0	0	54	27	50	1472	344	24	1526	371	25
11M1	0	0	0	0	0	0	0	0	0	0	0	0
11XA	377	10	3	0	0	0	0	0	0	377	10	3
11XB	624	499	80	0	0	0	0	0	0	624	499	80
11XD	312	310	99	0	0	0	0	0	0	312	310	99
11XE	451	165	37	0	0	0	0	0	0	451	165	37
11XF	306	187	62	0	0	0	0	0	0	306	187	62
11XG	145	15	11	0	0	0	0	0	0	145	15	11
11XH	281	25	9	0	0	0	0	0	0	281	25	9
11XY	0	0	0	0	0	0	0	0	0	0	0	0
11X1	13828	7513	55	0	0	0	0	0	0	13828	7513	55
TOTALS	16576	8844	54	1571	372	24	9214	2335	26	27361	11551	43

```
FY / ENTER SELECTION, DISPLAY MENU (D) OR END (E)

END
```

Figure 10–7. ARPROG All Components Composite Report (CR) Sample

```
REPORT (R), UPDATE (U), OR END (E)?
R

FY / ENTER SELECTION, DISPLAY MENU (D) OR END (E)
83   UA
ONE MOS (M), A LIST OF MOS CODES (L), A RANGE OF MOS CODES (R), ALL MOS CODES
(A), ONE CMF (C), ONE STAFF ID (I), ONE SKILL CLUSTER (S), OR END (E)  M
ENTER MOS:
05B1
ENTER "X" UNDER DESIRED REPORT TYPES OR END (E)
NPS/IRN/IS /CAS/RET/SP1/SP2/MALE/FEMALE
X                              X
FY 82     MOS 05B1     TYPE NPS     SEX M

PRIMARY /PRIMARY /PRIMARY / SECOND / START  /  END  /MAX/DENY/ GOAL /RESERVED
 ACCES- / START  /  END   / ACCES- / VALUE  / VALUE / % /    /      / NUMBER/ %
  SION  / VALUE  / VALUE  / SION   /        /       /   /    /      /       /

FA                                        0      90     0  Y      0        0   0
FA                                       90     100     0  N      0        0   0
FA                                      100     160     0  N      0        0   0
TOTAL RESERVATIONS          0

FY / ENTER SELECTION, DISPLAY MENU (D) OR END (E)

E
```

Figure 10–8. ARPROG Accession Accounting Record report (UA) sample

```
REPORT (R), UPDATE (U), OR END (E)?
R
FY / ENTER SELECTION, DISPLAY MENU (D) OR END (E)
83   FY
```

T O T A L S B Y F Y
****

FY	TYPE	ORIG PROG	ADJ ORIG	FILL	%FILL	TYPE	ORIG PROG	ADJ ORIG	FILL	%FILL
82		35790	38427	26566	70%	FEM	7191	9730	8400	87%
82	NPS	35790	38397	26566	70%	IRR	*****	*****	0	0%
82	IS	0	240	46	20%	SP1	*****	*****	6725	1%
82	SP2	*****	*****	5510	1%					
83		39041	25589	5040	20%	FEM	8781	8978	2561	29%
83	NPS	38786	29378	5040	18%	IRR	15000	15000	0	0%
83	IS	1121	1221	9	1%	SP1	18180	18280	24	1%
83	SP2	18070	17570	2802	16%					
84		0	0	0	0%	FEM	0	0	0	0%
84	NPS	0	0	0	0%	IRR	0	0	0	0%
84	IS	0	0	0	0%	SP1	0	0	0	0%
84	SP2	0	0	0	0%					

```
FY / ENTER SELECTION, DISPLAY MENU (D) OR END (E)
END
```

Figure 10–9. ARPROG Fiscal Year Summary report (FY) sample

```
FY/ENTER SELECTION, DISPLAY MENU (D) OR END (E)
83    UR

USER REPORT (R), ADD (A), CHANGE (C), DELETE (D), OR END (E)?  R

 USERID            TYPE
    115            UPDATE (ALL FACTORS)
    215            UPDATE (ALL FACTORS)
    270            UPDATE (ALL FACTORS)
    271            UPDATE (ALL FACTORS)
    272            UPDATE (ALL FACTORS)
    280            UPDATE (ALL FACTORS)
    281            UPDATE (ALL FACTORS)
    282            UPDATE (ALL FACTORS)
    640            REPORT
    641            REPORT
    642            REPORT
    643            REPORT (LIMITED)
    729            UPDATE (ALL FACTORS)
    800            UPDATE (ALL FACTORS)

USER REPORT (R), ADD (A), CHANGE (C), DELETE (D), OR END (E)?  A
ADD USER -- ENTER USER NUMBER OR END (E)?  101

VALID USER TYPES ARE:   (R) -- REPORT
                        (U) -- UPDATE (ALL FACTORS)
                        (L) -- REPORT (LIMITED)
                        (F) -- UPDATE (SPECIFIED FACTORS ONLY)

ENTER USER TYPE OR END (E)?  R
USER REPORT (R), ADD (A), CHANGE (C), DELETE (D), OR END (E)?  C
CHANGE USER -- ENTER USER NUMBER OR END (E)?  101

VALID USER TYPES ARE:   (R) -- REPORT
                        (U) -- UPDATE (ALL FACTORS)
                        (L) -- REPORT (LIMITED)
                        (F) -- UPDATE (SPECIFIED FACTORS ONLY)

ENTER USER TYPE OR END (E)?  L
USER REPORT (R), ADD (A), CHANGE (C), DELETE (D), OR END (E)?  D

DELETE USER -- ENTER USER NUMBER OR END (E)?  101
DELETE USER 101 REPORT (LIMITED) (D) OR END (E)?  D

USER REPORT (R), ADD (A), CHANGE (C), DELETE (D), OR END (E)?  E
```

Figure 10–10. ARPROG user report (UR) sample

10–9. ARPROG Update Procedures.

Follow the procedures described below to use the Update function.

Table 10–9A
ARPROG Update procedures

ARPROG: ENTER SELECTION, DISPLAY MENU (D), OR END (E)

USER:

1. Enter the letter of the update function desired and depress the carriage return key. Follow the procedures in paragraph 10–10 to update an Accession record. Follow the procedures in paragraph 10–11 to update Adjusted Quota and Status Codes.
2. To display the update selections and their corresponding letter codes, enter D and depress the carriage control key. See figure 10–11. Note: The menu displayed will vary according to the user's access level.
3. Enter E and depress the carriage control key to return to the initial program prompt.

```
REPORT (R), UPDATE (U), OR END (E)?
U
ENTER SELECTION, DISPLAY MENU (D), OR END (E):
D
UPDATE SELECTIONS:
A : ACCESSION RECORDS
R : ADJUSTED QUOTA & STATUS CODES
ENTER SELECTION, DISPLAY MENU (D), OR END (E):
E
```

Figure 10–11. ARPROG update menu sample.

10–10. Accession Accounting Record Update Procedures.

Table 10–10
Accession Accounting Record Update Procedures

ARPROG: INFORMATION (I), OR NEW (N), OR MODIFY (M), ACCESSION CHARACTERISTICS OR END (E)?

USER:

1. Enter I for information and follow the procedures in paragraph 10–10(a) below.
2. Enter N to create a new accession accounting record and follow the procedures in paragraph 10–10(b).
3. Enter M to modify an existing accounting record and follow the procedures in paragraph 10–10(c).
4. Enter E to return to the previous prompt.

10-10(a). Information (I)

Table 10–10A
Information (I)

ARPROG: Prints the valid fiscal years and valid enlistment types followed by a list of all the factors currently on record. The factor name, factor abbreviation and the valid range of code values are given. Figure 10–12 is a sample.

USER: N/A

```
REPORT (R), UPDATE (U), OR END (E)?
U
ENTER SELECTION, DISPLAY MENU (D), OR END (E)
A
INFORMATION (I), OR NEW (N), OR MODIFY (M), ACCESSION CHARACTERISTICS OR END
(E)?
I
ACCESSION ACCOUNTING RECORDS ALLOW LIMITING AND/OR MONITORING OF ACCESSIONS
ACCORDING TO THE VALUES OF FACTORS IN THE ACCESSION RECORD.  FOR EXAMPLE,
ACCESSIONS MAY BE COUNTER BY EDUCATION LEVEL OR BY A TEST SCORE RANGE.
VALID FISCAL YEARS (FY):  82  83  84
VALID TYPES:  NPS  IRN  IS  CAS  RET  SP1  SP2
VALID ACCESSION FACTORS AND THEIR VALUES:

FACTOR #     4  ABBREVIATION:  PHY PROF NAME:  PHYSICAL PROFILE
TRANSLATION FOR FACTOR NUMBER:  4

NUMBER OF CHARACTERS:  7
LOWER STRING:  1111111          UPPER STRING:  4444441

---------------------------

FACTOR #     5  ABBREVIATION:  EDUC  NAME:  CIVILIAN EDUCATION CODE
TRANSLATION FOR FACTOR NUMBER:  5

NUMBER OF CODES:  15
VALUES DISPLAYED AS / INTEGER CODE-CODED STRING/
    5-NHSG    10-GEDH    15-CIHS    20-COMP    25-ATTN    30-HSSR    35-HSDG
   40-CLEP    45-ASSC    50-NURS    55-BACL    60-MAST    65-PMAS    70-DOCT
   75-PROF

---------------------------

FACTOR #     6  ABBREVIATION:  EDYRS  NAME:  YEARS OF EDUCATION
TRANSLATION FOR FACTOR NUMBER:  6

DEFAULT VALUE:            0 LOWER LIMIT:          0 UPPER LIMIT:        31

---------------------------

INFORMATION (I), OR NEW (N), OR MODIFY (M), ACCESSION CHARACTERISTICS OR END
(E)?
E
```

Figure 10–12. ARPROG Accession record update information sample.

10-10(b). New (N)

Table 10–10B
New (N)

ARPROG: Will print the following series of prompts in order.

1. FY/MOS/TYPE/SEX/ACCESSION FACTOR NAME/
SECONDARY ACCESSION FACTOR NAME/OR END
2. PRIMARY START VALUE/PRIMARY END VALUE/OR END (E)
3. SECONDARY / SECONDARY /
START VALUE / END VALUE / DENIAL / PERCENT
FOR DENIAL/GOAL OR END (E)
4. DO YOU WANT TO ADD ANOTHER MIN/MAX DENIAL RECORD? (Y OR N)

USER:
1. Enter the appropriate values between the slashes and depress the carriage return key. The accession factor abbreviation is to be entered under the factor name prompt. If Y is entered in response to prompt number 4 above, prompt number 3 will be repeated. Figure 10–13 is a sample new record.
2. Enter E and depress the carriage return key to return to the beginning of the Update procedures. An entry of E in response to prompts 1, 2 or 3 above means that no new accession record is added to the data file.

10-10(c). Modify (M)

Table 10–10C
Modify (M)

ARPROG: FY/MOS/TYPE/SEX OR END (E)
USER:
1. Enter the appropriate values between the slashes, or enter E to return to the beginning of the Update procedures.
2. Depress the carriage return key.

ARPROG: Prints the existing accession characteristics records relating to the information specified above. See figure 10–14. If primary and secondary factors are involved, only secondary factor parameters may be modified.
ENTER THE SELECTION NUMBER TO BE MODIFIED OR END (E)
USER:
1. Enter the number of the record to be modified, or enter E to return to the beginning of the Update procedures.
2. Depress the carriage return key.

ARPROG: ADD (A), CHANGE (C), DELETE (D) OR END (E)
USER:
1. Select and enter a modification choice from above (A, C, D, or E) and follow the steps described below.
2. Depress the carriage return key.

(1) *ADD(A)*

Table 10–10C(1)
ADD(A)

ARPROG: PRIMARY /PRIMARY
START VALUE/END VALUE/DENIAL/PERCENT FOR DENIAL/GOAL/OR END (E)
USER:
1. Enter the appropriate information.
2. Enter E to return to the beginning of the update procedures.
3. Depress the carriage return key.

Table 10–10C(1)
ADD(A)—Continued

ARPROG: DO YOU WANT TO ADD ANOTHER MIN/MAX/DENIAL RECORD (Y OR N)
USER:
1. Enter Y to add another record. The previous prompt will be repeated.
2. Enter N to return to the beginning of the update procedures.
3. Depress the carriage return key.

(2) *CHANGE (C)*

Table 10–10C(2)
CHANGE (C)

ARPROG: Prints the following two prompts in consecutive order as information is entered.
INPUT THE RECORD NUMBER YOU WANT TO MODIFY OR END (E)
INPUT THE FIELDS YOU WANT TO CHANGE
START VALUE/END VALUE/DENIAL/PERCENT FOR
DENIAL/GOAL OR END (E)
USER:
1. Enter the appropriate response and data information between the slashes.
2. Enter E to return to the modification choices prompt.
3. Depress the carriage return key

ARPROG: Prints the primary and secondary factor values reflecting the changes made and returns to the modification choices prompt. Figure 10–14 illustrates a change in accession factor values and also the sort capability of the program which lists modified factors in order of their “start values”from low to high.
USER: N/A

(3) *DELETE (D)*

Table 10–10C(3)
DELETE (D)

ARPROG: DO YOU WANT TO DELETE ALL (A) RECORDS WITH THIS KEY OR ONE (O) RECORD OR END (E)
USER:
1. Enter A, depress the carriage RETURN key and skip the next prompt.
2. Enter O to delete one record and proceed to the next prompt.
3. Enter E to return to the modification choices prompt.

ARPROG: INPUT THE RECORD NUMBER
USER:
1. Enter the number of the record to be deleted.
2. Depress the carriage return key.

ARPROG: Prints the primary and secondary factors with the corresponding values which remain on the Accession record or a NO RECORDS ON FILE MESSAGE, and returns the user to the modification choices prompt.
USER: N/A

(4) *END (E)*

Table 10–10C(4)
END (E)

ARPROG: Returns the user to the beginning of the Accession record update procedures.
INFORMATION (I), OR NEW (N), OR MODIFY (M),
ACCESSION CHARACTERISTICS OR END (E)
Figure l0–13 illustrates an accession record modification including all the modification choices of ADD (A), CHANGE (C), and DELETE (D).
USER: N/A

```
REPORT (R), UPDATE (U), OR END (E)?
U
ENTER SELECTION, DISPLAY MENU (D) OR END
A
INFORMATION (I), OR NEW (N), OR MODIFY (M), ACCESSION CHARACTERISTICS OR END
(E)?
N
FY/MOS /TYPE/SEX/ACCESSION FACTOR NAME/SECONDARY ACCESSION FACTOR NAME/ OR END
83 05B1 NPS   M         FA                    CO
PRIMARY START VALUE/PRIMARY END VALUE/ OR END (E)
       0                160
    SECONDARY     /  SECONDARY
   START VALUE   /   END VALUE   /DENIAL/PERCENT FOR DENIAL/ GOAL OR END (E)
       90               160         N
DO YOU WANT TO ADD ANOTHER MIN/MAX/DENIAL RECORD? (Y OR N)
Y
    SECONDARY     /  SECONDARY
   START VALUE   /   END VALUE   /DENIAL/PERCENT FOR DENIAL/ GOAL OR END (E)
       60               89          Y         20
DO YOU WANT TO ADD ANOTHER MIN/MAX/DENIAL RECORD? (Y OR N)
N
INFORMATION (I), OR NEW (N), OR MODIFY (M), ACCESSION CHARACTERISTICS OR END
(E)?
E
UPDATE ACCESSION RECORDS (A), ADJUSTED QUOTA AND STATUS CODES (R), OR END (E)
E
REPORT THE FILES (R), OR UPDATE THE FILES (U), OR END (E)?
E
```

Figure 10–13. ARPROG Addition of an accession accounting record sample

```
REPORT (R), UPDATE (U), OR END (E)?
U
ENTER SELECTION, DISPLAY MENU (D) OR END (E)
A
INFORMATION (I), OR NEW (N), OR MODIFY (M), ACCESSION CHARACTERISTICS OR END
(E)
M
FY/MOS /TYPE/SEX/ OR END (E)
83 0581 NPS  M
THE FOLLOWING ACCESSION ACCOUNTING RECORDS EXIST

RECORD/PRIMARY ACCESSION/PRIMARY START/PRIMARY END/SECONDARY ACCESSION
NUMBER/ FACTOR ABBREV   /   VALUE     /    VALUE  /  FACTOR ABBREV
  1          FA             0               160            CO
ENTER THE SELECTION NUMBER TO BE MODIFIED OR END (E)
1

PRIMARY ACCESSION FACTOR     FA
PRIMARY START VALUE           0
PRIMARY END VALUE           160

RECORD  SECONDARY   SECONDARY          SECONDARY    DENIAL PERCENT   GOAL
NUMBER  ACCESSION     START               END              DENIAL
        FACTOR        VALUE              VALUE
1        CO            60                 89         Y      20         0
2        CO            90                160         N       0         0
ADD (A), CHANGE (C), DELETE (D), OR END (E)
C
INPUT THE RECORD NUMBER YOU WANT TO MODIFY OR END (E)
1
INPUT THE FIELDS YOU WANT TO CHANGE
START VALUE     /END VALUE     /DENIAL/PERCENT FOR DENIAL/ GOAL OR END (E)
                    70            Y            50

PRIMARY ACCESSION FACTOR     FA
PRIMARY START VALUE          23
PRIMARY END VALUE            90

RECORD  SECONDARY   SECONDARY          SECONDARY    DENIAL PERCENT   GOAL
NUMBER  ACCESSION     START               END              DENIAL
        FACTOR        VALUE              VALUE
1        CO            60                 70         Y      50         0
2        CO            90                160         N       0         0
ADD (A), CHANGE (C), DELETE (D), OR END (E)
A
 SECONDARY      /    SECONDARY
START VALUE     /    END VALUE     /DENIAL/PERCENT FOR DENIAL/ GOAL OR END (E)
     71                 89            Y           20
```

Figure 10–14. ARPROG Accession Accounting Record modification sample

```
PRIMARY ACCESSION FACTOR     FA
PRIMARY START VALUE           0
PRIMARY END VALUE           160

RECORD  SECONDARY   SECONDARY          SECONDARY    DENIAL PERCENT   GOAL
NUMBER  ACCESSION     START              END               DENIAL
        FACTOR        VALUE             VALUE
1        CO            60                 70         Y      50         0
2        CO            71                 89         N      20         0
3        CO            90                160         N       0         0
ADD (A), CHANGE (C), DELETE (D), OR END (E)
D
DO YOU WANT TO DELETE ALL (A) RECORDS WITH THIS KEY OR ONE (O) RECORD OR END
(E)
O
INPUT THE RECORD NUMBER
1

PRIMARY ACCESSION FACTOR     FA
PRIMARY START VALUE           0
PRIMARY END VALUE           160

RECORD  SECONDARY   SECONDARY          SECONDARY    DENIAL PERCENT   GOAL
NUMBER  ACCESSION     START              END               DENIAL
        FACTOR        VALUE             VALUE
1        CO            71                 89         N      20         0
2        CO            90                160         N       0         0
ADD (A), CHANGE (C), DELETE (D), OR END (E)
D
DO YOU WANT TO DELETE ALL (A) RECORDS WITH THIS KEY OR ONE (O) RECORD OR END
(E)
A
THERE ARE NO RECORDS ON THE FILE FOR THE INPUT GIVEN
INFORMATION (I), OR NEW (N), OR MODIFY (M), ACCESSION CHARACTERISTICS OR END
(E)?
E
UPDATE ACCESSION RECORDS (A), ADJUSTED QUOTA & STATUS CODES (R), PURGE (P), OR
END (E)
E
```

Figure 10–14. ARPROG Accession Accounting Record modification sample - Continued

10–11. ARPROG Quota and Status Code Update Procedures.

Follow the procedures below to update quota and status codes.

Table 10–11A
ARPROG Quota and Status Code Update Procedures

ARPROG: ENTER "X" UNDER DESIRED UPDATE FIELDS (OR "END")
FY/TOT/FEM//NPS/M/F//IRR/M/F//IS/M/F//SP1/M/F//RET/M/F

USER:

1. Enter the desired fiscal year (two digits) under "FY" and Xs under the fields to be updated.
2. Enter END to return to the beginning update prompt.

Table 10–11A
ARPROG Quota and Status Code Update Procedures—Continued

3. Depress the carriage return key.

ARPROG: ONE MOS(M), A LIST OF MOS CODES(L), A RANGE OF MOS CODES (R), ALL MOS CODES (A), ONE CMF(C), ONE STAFF ID(I), ONE SKILL CLUSTER(S) OR END (E)

USER:

1. Enter choice of update option (M,L,R,A,C,I,or S), and proceed to the next prompt, or enter E to return to the beginning of the update procedure.
2. Depress the carriage return key.

ARPROG: Depending on the entry above, ARPROG will respond as indicated in table 10–5, below.

USER: N/A

Table 10–5
ARPROG update prompts

User Entry	ARPROG Prompts:
M	ENTER MOS:
L	ENTER MOS CODES BETWEEN THE SLASHES / / / / / / /
R	START MOS/ END MOS
C	ENTER CMF:
I	ENTER STAFF ID:
S	ENTER SKILL CLUSTER
E	Return to the beginning of the Update procedure.

Table 10–11B
ARPROG Quota and Status Code Update Procedures (continued)

USER:

1. Enter the required information.
2. Depress the carriage return key.

ARPROG: Prints the training and status values as they appear in current reports, one line at a time, in response to the carriage return key until each line of the report specified has been presented to the user for data change, new data entries or no change.

USER:

1. Enter the new or changed data between the slashes and depress the carriage return key to move to the next line. If an “OPEN”status code is changed in one MOS the other status codes within that MOS will be automatically updated. The values of the first and last columns, MOS and %FILL, may not be changed as indicated by dotted lines. Percent fill is automatically calculated by ARPROG. Figure l0–5 illustrates the Quota and Status code update procedure for one MOS.
2. Depress the carriage return key to move to the next line.

```
REPORT (R), UPDATE (U), OR END (E)?
U
ENTER SELECTION, DISPLAY MENU (D), OR END
R
ENTER "X" UNDER DESIRED UPDATE FIELDS (OR "END")
FY/TOT/FEM//NPS/M/F//IRR/M/F//IS/M/F//SP1/M/F//SP2/M/F/RET/M/F
82          X     X  X   X    X  X
ONE MOS (M), A LIST OF MOS CODES (L), A RANGE OF MOS CODES (R), ALL MOS CODES
(A), ONE CMF (C), ONE STAFF ID (I), ONE SKILL CLUSTER (S), OR END (E)  M
ENTER MOS:
71L1

        FY 82 TRAINING INPUT
                ORIG   ADJ                          RESERVATIONS BY ARMY
MOS     OPEN    PROJ   ORIG   FILL   %FILL       1ST  5TH  6TH  7TH  9TH

71L1
 NPS    YES     2197   2610   1700     66
----        /       /      /------------------
        NO
  NPSM  NO      2197     40    203    508        99   74   29    1    0
----        /       /      /------------------
                       240
  NPSF  NO      2197   2610   1497     58       768  507  202   20    0
----        /       /      /------------------

  IRR   YES    10000  10000      0      0
----        /       /      /------------------

  IRRM  YES    10000  10000      0      0         0    0    0    0    0
----        /       /      /------------------
                      9000
  IRRF  YES    10000  10000      0      0         0    0    0    0    0

ONE MOS (M), A LIST OF MOS CODES (L), A RANGE OF MOS CODES (R), ALL MOS CODES
(A), ONE CMF (C), ONE STAFF ID (I), ONE SKILL CLUSTER (S), OR END (E)  E
UPDATE ACCESSION RECORDS (A), ADJUSTED QUOTA & STATUS CODES (R), OR END (E)
E
```

Figure 10–15. ARPROG Quota and Status code update sample

Section IV
OUTPUT DESCRIPTION

10–12. Output.

ARPROG provides reports of the Annual Accession files as illustrated in figure 10–2 through 10–9. Tables 10–1, 10–2, and 10–3 in Section II describe the data items for the reports.

Other output as described in figures 10–10 through 10–15 occurs on the terminal during update procedures.

10–12A. (Not used.)

(Paragraph not used.)

Section V
ERROR MESSAGES AND CORRECTION PROCEDURES

10–13. System Errors.

The following is a representative list of possible system errors. If any such error messages appear, call the KEYSTONE Branch immediately.

1. Any message which contains one of the following phrases:
   XXXX FILE NOT INCREMENTED
   XXXX FILE NOT DECREMENTED
   XXXX FILE NOT UPDATED
2. Any message which contains one of the following phrases:
   COUNTERS WOULD BECOME NEGATIVE
   UNSUCCESSFUL UPDATE OF XXXXX
   RESERVATIONS WOULD BECOME NEGATIVE
3. **** TRACE BACK ****
   ENTRY POINT ENTRY ADDRESS RETURN ADDRESS
   XXXXXXXX ZZZZZZZZ ZZZZZZZZ
4. ERROR: ON LUN=XXXXXX
   VSAM ERROR RETURN CODE=XXXXXX
   ACTION CODE=XXX
   KEYS (IN HEX)=ZZZZZZZZ, ZZZZZZZZ
   RECORD TYPE=XXX
   SPARE VARIABLE X=XXXXXX
   CALL KEYSTONE BRANCH
5. SYSTEM ERROR : INVALID XXXXX IN XXXX
   : ILLEGAL XXXXXX
   : OCCURRED IN XXX WHEN CALLING XXXX
   : IN XXXXXX WHEN RUNNING XXXXX
   : RETURNED BY XXXX
   : ERROR IN XXXX
   : XXXX NOT FOUND
   : RECORD DESCRIPTOR HAS XXXXXXX RETURN CODE IS XX
   : PLEASE CALL KEYSTONE BRANCH
6. ERROR: READING XXXXX
   : INVALID XXXX INDICATOR IN SUBROUTINE XX
   : XXX NOT FOUND ON XXXX FILE
   : XXXXX ERROR-SUBROUTINE XXXXXX
   : SIOXX-FOR KEY XXXXXX AND ACTION XXXX NUMREC=XXXXXXXX
   : ILLEGAL XXXX PASSED TO XXXXXX
   : BAD XXXX IN XXXXXX
   : IN XXXX - XXXXXX
   : CANNOT FIND XXXX ON XXXXXX
7. FATAL ERROR - XXXXXX
8. SIOXX ERROR: XXXXXX
9. INVALID XXXXX IN SIOXX
10. INVALID VALUE FOR XXXXX IN XXXXXX
11. BAD RETURN FROM XXXX IN XXXXXX
12. PROBLEM WITH XXXX XXXX RECORD
    VALIDATING XXXXXX IN XXXXXX
    READING XXXXXXX
    IN XXXXXX
13. UNABLE TO GET DATA FROM XXXXXX
    VALIDATE XXXX - XXXXXX
    DECODE XX TYPE XXXXXX
14. VSAM ERROR=XXXX ON LUN XXX
15. VMCF ERROR=XXXXXX FOR LUN XXX
16. NO SINK AVAILABLE FOR LUN XXX
17. KEY/RECORD DISAGREE, KEY=XXXXXX RECORD: XXXXX

18. FACTOR XXXXXX NOT IN DATA DICTIONARY (XXXX)
19. LOGIC ERROR: XXXXXX XXXXX
    XXXX IS OUT OF RANGE XXXX IS AN INVALID XXXXX FOR COMPONENT (XXXX)
21. THIS OPTION NOT AVAILABLE AT THIS TIME
    ACTION IS XXXX
22. NO XXXXXX FOUND IN XXXXX
23. XXXXXX RECEIVED BY XXXX IS INCORRECT
24. $CTS ERROR IN XXXX ROUTINE

10–14. Operation Errors.

The following list contains possible operation error messages and the corrective action to be taken for each.

Table 10–14A
Operation Error Messages

MESSAGE:
1. INVALID FISCAL YEAR
2. INVALID FISCAL YEAR XXXX
3. INVALID MOS XXXXX
4. INVALID TYPE XXXX
5. INVALID SEX XXXX
6. YOU NEED TO ENTER A VALID NUMBER
7. INVALID NUMBER
8. INVALID START VALUE
9. INVALID END VALUE
10. INVALID ANSWER FOR DENIAL, YOU MUST ANSWER Y OR N
11. INVALID GOAL
12. INVALID ACCESSION NAME
13. INVALID REPORT TYPE
14. NONE OF THESE MOS CODES ARE VALID
15. INVALID PERCENTAGE

ACTION: All the above messages are followed by an appropriate prompt to give the user an opportunity to correct a data entry. Re-enter the data and, where data columns are separated by slashes in the headings, be sure that all data is entered between and not under the slashes.

MESSAGE: YOU ALREADY HAVE MAXIMUM NUMBER OF RECORDS OUT THERE
ACTION: The maximum number of MIN/MAX DENIAL accounting records which may be attached to a new accession record is seven. You may modify the new record through the choice of Modify (M) in the Update procedures.

MESSAGE:
1. PERCENT DENIAL MUST BE IN RANGE OF 0 to 99
2. START VALUE MUST BE LESS THAN OR EQUAL TO THE END VALUE
3. CHARACTER UNDER SLASH --- PLEASE RE-ENTER LINE
4. CMF MUST BE A 2-DIGIT INTEGER
5. ENTER SLASH (/) BETWEEN CHARACTERS
6. NUMBER MUST BE BETWEEN XXXX AND XXXXXX

ACTION: The messages above are all information messages which are designed to aid you in re-entering proper data. All these messages are followed by prompts for data. Re-enter the data as specified.

MESSAGE:
1. THERE IS NO RECORD WITH THIS NUMBER TO BE DELETED XXXX
2. THERE ARE NO RECORDS TO BE DELETED
3. INVALID ACCESSION NAME XXXXXX CANNOT
BE USED AS AN ACCESSION ACCOUNTING RECORD
4. YOU CANNOT UPDATE THIS ACCESSION FACTOR
5. THERE ARE NO MOS CODES IN THIS RANGE
6. NO VALID MOS CODES IN THIS CMF
7. THIS OPTION IS NOT AVAILABLE AT THIS TIME
8. THERE ARE NO RECORDS ON THE FILE FOR THE FACTORS GIVEN
9. THE SECTION TO PROCESS MINI RECORDS IS NOT UP YET
10. THIS IS AN EXISTING ACCOUNTING RECORD
11. REPORT CANNOT BE PRODUCED NO ACTIVE FACTOR FOUND
12. NO ACTIVE FACTORS FOUND WITHIN THIS RANGE MEETING GIVEN CRITERIA
13. YOU ARE UNABLE TO ALTER ACCESSION RECORDS FOR THIS ACCESSION FACTOR
14. THIS PROGRAM CAN ONLY BE RUN BATCH

Table 10–14A
Operation Error Messages—Continued

15. MOS IS NOT ON THE QUAL FILE

ACTION: The above messages are all information messages. All of these messages are followed by prompts which allow the user to proceed with the program or to terminate the program.

MESSAGE:
1. FACTOR #XXXXXX ABBREVIATION: XXXXXXX ERROR: NAME NOT FOUND
2. ERROR: TRANSLATION TABLE ENTRY NOT FOUND FOR THIS FACTOR

ACTION: Verify accession record update entries for accuracy. Re-enter correct number and/or abbreviation. Message number 2 is an information message. Factors without a translation value cannot be accessed by ARPROG.

MESSAGE: MOS IS NOT VALID
TRY AGAIN OR END (E)?
ACTION: Re-enter a valid MOS code or enter E and depress the carriage return key to return to the beginning of the program.

Chapter 11
ARRQST PROGRAM

Section I
PROGRAM SUMMARY

11–1. Purpose.
The ARRQST program enables the user to locate available training space in a specific job and to search current Army Reserve unit vacancy files in order to match a candidate to a unit vacancy taking into account a combination of desired military occupational specialty, desired Reserve unit and resident zip code. The user may then make a reservation for both the training seat and the unit vacancy using the ARRQST program.
ARRQST also provides the user with a unit data function for providing details concerning a specific unit.
The applicant's record must be posted by the ARBILD program before ARRQST can be utilized. See the ARBILD program for details on building an applicant record.

11–2. Applicability.
The ARRQST program is accessed by the following user groups:

a. USAR Guidance Counselors/Recruiting Battalions
b. OCAR/FORSCOM/CONUSA
c. Accession Management Branch
d. USAR Reception Station
e. USAREC
f. KEY STONE Branch
g. Recruiting Brigades

11–3. Functions.
ARRQST has three functions: Lookup, Reservation, and Unit Data.

a. Lookup function. The Lookup function enables the user to obtain a list of Army Reserve vacancies available to an applicant within the parameters of time (start and end reception station dates), area (unit/zip code area), MOS code, training requirements (basic and/or AIT), and qualifications of the applicant. These parameters are set by the user in the Lookup structure and by the information contained within the applicant's record as posted in ARBILD. The user's flexibility in the setting of the parameters is detailed in Section II, Input Requirements Table 11–3, of this program manual. The vacancies are sorted and reported according to unit priority.

b. Reservation function. The Reservation function enables the user to reserve a training space and a Reserve unit vacancy at the same time. (It should be noted, however, that for purposes of Phase II split training reservations, it is not required (nor valid) to reserve a unit vacancy at the same time as a training space.) If either the training seat or the unit vacancy is unavailable, or if the candidate does not qualify for the training seat, no transaction will result. The Reservation function will then confirm the reservation for both the training seat and the unit vacancy, or it will reject the reservation attempt for a reason explained in a subsequent reservation rejection message. ARRQST provides

reservation rejection messages appropriate to the access level of the user. As described in table 11–4, the field user receives broad messages indicating the major reason(s) for failure of the reservation attempt. The management user, on the other hand, may choose to receive either the broad messages displayed for field users (F–option) or a more detailed set of messages indicating the specific reasons for rejection of the reservation (M–option). For example, the message displayed for field users (or management users selecting the F–option) might read ANNUAL PROGRAM MET OR CLOSED FOR ENLISTMENT TYPE XXX. This message indicates that regardless of weekly training space, the Annual Program training space is unavailable. The field user would, therefore, be compelled to sell the same MOS for a different fiscal year, or to sell a different MOS. The corresponding messages received by management users selecting the M–option might read YEARLY CTS STATUS CODE SET and/or YEARLY LIMIT FILLED, depending on the actual reasons for the rejection.

c. Unit data function. The Unit data function enables the user to display administrative data pertaining to a particular unit by the entry of the unit identification code UIC.

11–4. Options.

ARRQST provides the user with the following options within the Lookup and Reservation functions: Change, Display, OK or End. The user option procedures are described in table 11–1 below.

Table 11–1
ARRQST user options

User Option	Function
CHANGE (C)	Enter C, space, and the factor label exactly as it appears between the slashes on the terminal output (up to eight characters including any spaces or dashes), and depress the carriage return key. The program will respond with the factor prompt between limiting slashes with the current factor value beneath. Enter the new value of the factor under the old value and depress the carriage return key. For example, to change a start reception station date: USER: C ST-RSD PROGRAM: / ST-RSD / DD/MM/YY (current entry) USER: XX/XX/XX (new value) An exception in this program is a change of MOS code. The program responds with the entire line of factor prompts. The current entries have been erased and the entire line must be re-entered.
DISPLAY (D)	Enter D and depress the carriage return key to display information that is newly entered on the terminal.
OK (0)	Enter OK or 0 and depress the carriage return key to indicate that the entries and/or changes are correct and should be posted. This OK option must be used after the Change and Display options in order to proceed with the program. Any errors or invalid entries will be listed and the user option prompt repeated. Corrections are made through the CHANGE (C) option.
END (E)	Enter E and depress the carriage return key to exit from this mode and return to the initial prompt. Any changes which have not been confirmed by the OK (0) option will not be posted.

Section II
INPUT REQUIREMENTS

11–5. Data Items.

ARRQST requires the user to enter the items described below in table 11–2. Table 11–3 describes in greater detail data items which appear in the fourth prompt of the Lookup function. Combinations of these factors set the parameters of the vacancy search.

A new factor has been added to the recruit record: the recruit's strength factor, MEPSCAT. This factor indicates the number of pounds a recruit can lift and must correspond to the MOS strength factor, MEPQUAL. If the recruit fails the MEPSCAT check, the MOS is not considered and a message is displayed giving the reason. However, there are two exceptions to this rule:

1. MPOVER-MEPSCAT OVERRIDE Indicator) If the MEPSCAT Override Indicator has been set to "ON"in AROVRD, the recruit will be offered the MOS regardless of the MEPSCAT check. A message will be displayed indicating that he is not MEPSCAT qualified. See figure 11–12.

2. If the recruit's MEPSCAT is "E" (not tested), the MEPSCAT check is not made and the recruit will be offered the MOS.

ARRQST has a dynamic prompt capability which produces variable data input prompts that correspond to a particular candidate's enlistment type. This dynamic prompt capability also allows data factors to be added or changed by the

system managers at any time. Therefore, ARRQST will not require the entry of all the data items listed in the table below for every applicant.

The first 11 items may appear in the Lookup function. All the items except for the end reception station date and the unit vacancy search indicator may appear in the Reservation function. The Unit Data function requires only the entry of the location identification code and the unit identification code.

Table 11–2
ARRQST data items

Field Name	Field Label	Valid Values
Location identification code	LOCID	Enter the location identification code for the location where the applicant's record is held in ARBILD.
Social security number	SSN	Enter the applicant's nine-digit social security number with no dashes or spaces.
Enlistment type	ENLISTMENT TYPE (3)	Enter the applicant's two or three-character enlistment type: CAS=Civilian acquired skill. RET=Retraining. NPS=Non-prior service. SP1 and SP2=Non-prior service with split training option, BT and AIT. IRN=Non-prior service enlistments in the Individual Ready Reserve who must take BT and AIT. IS=In-service. PST=Prior service, requiring training. PSN=Prior service, no training required. PSR=Prior service, no break in service. TRR=Transfer from Individual Ready Reserve. TNG=Transfer fiom National Guard. RSE=ROTC simultaneous enlistment. RST=ROTC simultaneous transfer.
Starting reception station date	ST-RSD (8)	In DD/MM/YY format, including the slashes, enter the starting date for the period of time for which the program will search for a training seat. Omit this item if searching for only a unit vacancy.
Ending reception station date	END-RSD (8)	In DD/MM/YY format, including the slashes, enter the ending date for the period of time for which the program will search for a training seat. Omit this item if searching only for a unit vacancy.
Military occupational specialty code	MOS (4)	Enter the four-character MOS code according to which the program will search for training seats and/or unit vacancies. If the Lookup function is to list only unit vacancies, this item may be omitted.
Basic training indicator	BT (1)	Enter Y if the candidate requires basic combat training. Enter N if not.
Advanced individual training indicator	AIT (1)	Enter Y if AIT is required by the applicant. Enter N if not.
Basic airborne training indicator	BAT (1)	Enter Y if the candidate requires basic airborne training. Enter N if not.
Unit vacancy search indicator	UV (1)	Enter Y if the Lookup function is to search for unit vacancies. Enter N if not.
Unit identification code	UIC (7)	Enter the seven-digit UV control number from the unit vacancy listing.
Unit vacancy control number	UV CNTL#	Enter the seven-character identification code of the unit in which a vacancy is sought.
Term	TERM	Enter the term in number of years for which the applicant has enlisted.
Bonus applicability code	BON	Enter the bonus applicability code.
Procurement program number	PPN (3)	Enter the procurement program number appropriate to the applicant's status. See Chapter 5, AR 601–210 for a description of procurement program numbers.
Guidance Counselor	GCID	Enter the nine-digit guidance counselor identification code.

Table 11–2
ARRQST data items—Continued

Field Name	Field Label	Valid Values
Order number	ORDER NO.	Enter the number 1–1. When the enlistee's orders are published, the actual order number should be entered on the record through the ARGET program.
Hometown Recruiter Aid Program	HRAP	Enter the code corresponding to the soldier's recruiter aid referral status: A, X, Y, T, F. 0.
Recruit Strength Factor	MEPSCAT	The number of pounds an lift. Each letter is a representing a specific weight range. E=not tested F=2–39 lbs. G=40–49 lbs. H=50–59 lbs. J=60–69 lbs. K=70–79 lbs. L=80–89 lbs. M=90–99 lbs. N=100–109 lbs. P=110–119 lbs. Q=120–129 lbs. R=130–139 lbs. S=140–149 lbs. T=150–159 lbs. U=160–169 lbs. V=170–179 lbs. W=180–189 lbs. X=190–199 lbs. Z=200+ lbs.

Table 11–3
ARRQST Lookup vacancy search parameter criteria

Factor	Function
ST-RSD END-RSD	Optional, may be left blank. The start and end reception station dates set time parameters for the Lookup search for unit vacancies, and when combined with affirmative training indicators result in a list o f vacancies and a report of the first available training date(s) and location(s).
MOS	Optional, may be left blank. Required only in conjunction with an affirmative AIT training indicator. MOS and AIT affirmative entries result in a check of the applicatn'ts qualifications for the specified MOS. A message and the factors which are below qualification level (or blank) are printed if the applicatnt does not qualify for the specific MOS.
BT,AIT,BAT	Required, may not be left blank. Enter Y or N. A Y (yes) entry for any of these training indicators restricts the Lookup search to units where training vacancies exist. The reported list contains the units and the first available training date(s) and location(s). A N (no) entry for one or all three of these factors allows the search to be conducted without regard to specific training vacancies. See figures 11-2 and 11-3 for sample executions.
UV	Required, may not be left blank. For all enlistment types except SP2, a unit vacancy is required in order to make a reservation. Y (yes) or N (no) must be entered.
UIC	Optional, may be left blank. The entry of the seven-character unit identification code restricts the vacancy search to a particular unit or to the next closest unit. See figure 11-7 for a sample execution.

11–5A. (Not used.)

(Paragraph not used.)

Section III
PROGRAM OPERATION

11–6. Initiation Procedures.

After completing the sign-on procedures described in Appendix B, the system prints the following message:

ENTER PROGRAM NAME, "LIST" OR "OFF"

The user enters ARRQST and depresses the carriage return key. The program is now ready to communicate with the user. Follow the instructions below to select the desired ARRQST function:

Table 11–6A
Initiation Procedures

ARRQST: LOOKUP(L), RESERVATION(R), UNIT DATA(U), OR END(E)
USER:
1. Enter L to locate unit and training vacancies and follow the procedures in paragraph 11-7.
2. Enter R to make a reservation and follow the procedures in paragraph 11-8.
3. Enter U to obtain specific unit information and follow the procedures in paragraph 11-9.
4. Enter B to complete an applicant's record in the ARBILD program. Refer to the ARBILD User Manual for details on this program.
5. Enter E to terminate the ARRQST program.
6. Depress the carriage return key.

11–7. ARRQST Lookup Procedures.

Follow the procedures below to search for unit and/or training vacancies for a particular applicant.
The Lookup search parameters are set by the applicant's zip code and qualifications on the record, and by the user's selection and entry of varying combinations of the data factors in the fourth prompt of these procedures. The reported list of unit and training vacancies is determined by these specific restrictions. Possible combinations range from a general area unit vacancy list as illustrated in figure 11–1, to a date-restricted, specified MOS training seat search as illustrated in figure 11–6. Table 11–3 in Section II of this manual describes the effect of each factor on the vacancy search.

Table 11–7A
Initiation Procedures

ARRQST: ENTER LOCID
USER:
1. Enter the location identification code for the location where the applicant's record is held by ARBILD.
2. Depress the carriage return key.

ARRQST: SSN OR END/ENLISTMENT TYPE
USER:
1. Enter the social security number and enlistment type of the applicant as they are recorded in ARBILD under the appropriate factor labels. Do not enter data directly beneath the slash.
2. Enter E to return to the initial prompt.
3. Depress the carriage return key.

ARRQST: DO YOU WANT TO DISPLAY THE RECORD (Y, N)?
USER:
1. Enter Y to display the applicant's record.
2. Enter N to bypass this step in the procedures.
3. Depress the carriage return key.

ARRQST: ST-RSD / END-RSD / MOS / BT / AIT / BAT / UV / UIC
(Note: The data input factors will vary according to the applicant's enlistment type. Table 11–3 in Section II of this manual describes possible factor combinations and resulting vacancy reports. Figures 11–1, 11–5, and 11–6 are sample Lookup executions with different enlistment types.)
USER:
1. Enter the desired combination of factors under the appropriate factor labels and between the slashes to set the parameters for the Lookup unit vacancy search.
2. Depress the carriage RETURN key.

ARRQST: CHANGE (C), DISPLAY (D), OK (0), OR END (E)
USER:
1. Enter 0 or OK to indicate that the data as entered is correct and to proceed with the program.
2. Select and enter another user option (C, D, or E) from the prompt above and follow the procedures as detailed in table 11–1, ARRQST user options.
3. Depress the carriage return key.

Table 11–7A
Initiation Procedures—Continued

ARRQST: Prints a list of unit vacancies.

1. If there are more vacancies, ARRQST prints the next prompt.
2. If there are no more vacancies fitting the criteria entered and if there are affirmative training indicators, ARRQST prints the first available training date and location(s)and returns the user to the initial program prompt.

ARRQST: MORE (Y/N)?
USER:
1. Enter Y to list additional unit vacancies.
2. Enter N to terminate the Lookup search. If there are affirmative training indicators, ARRQST prints the first available training date and location(s), and returns the user to the initial program prompt.

```
LOOKUP (L), RESERVATION (R), UNIT DATA (U), OR END (E)  L
ENTER LOCID:  10
SSN OR END (E)/ENLISTMENT TYPE
255255255        NPS

DO YOU WANT TO DISPLAY THE RECORD (Y,N)?  N
 ST-RSD   / END-RSD / MOS  / BT / AIT / BAT / UV / UIC  /
                             N    N      N    Y
CHANGE (C), DISPLAY (D), OK (O), OR END (E)
O

UNIT
PRIO   BON  PR   UIC      MOS4 GRD SQI ASI LANG SEC SEX DATE CONTROL

1       F   1  WQ7LAAAA  71L1  4   0  F5        F   X  8202 1192067
               COMMENTS: PREFER NPS
1       F   8  WQ7LAAAA  71L1  3   0  F5        J   X  8205 8233238
               COMMENTS: PREFER NPS    OS
1       F   8  WQ7LAAAA  71L1  3   0  F5        W   X  8207 8267173
               COMMENTS: OVER NBA
1       F   2  WQ7SAAAA  92C1  4   0  F5        W   X  8203 2211973
1       F   7  WQ7SAAAA  74B1  3   0  F5        W   X  8206 7252764
               COMMENTS:               ES
1       F   2  WS2OAAAA  71L1  3   0  F5        J   X  8205 2234540
1       F   2  WS2OAAAA  71L1  4   0  F5        J   X  8207 2265575
1       F   2  WS2OAAAA  71L1  3   0  F5        J   X  8208 2265576
1       F   8  WS2OAAAA  71L1  3   0  F5        J   X  8205 8234542
               COMMENTS:               OVER NBA
1       F   8  WS2OAAAA  71L1  4   0  F5        J   X  8207 8265579
               COMMENTS:               OVER NBA
MORE (Y/N)?  N

LOOKUP (L), RESERVATION (R), UNIT DATA (U), OR END (E)  E
```

Figure 11–1. ARRQST Lookup unit vacancies, no training requested, sample execution

```
LOOKUP (L), RESERVATION (R), UNIT DATA (U), OR END (E)  L
ENTER LOCID:  10
SSN OR END (E)/ENLISTMENT TYPE
255255255        NPS

DO YOU WANT TO DISPLAY THE RECORD (Y,N)?  N
 ST-RSD   / END-RSD / MOS  / BT / AIT / BAT / UV / UIC  /
                     91B1   N    N      N    Y
CHANGE (C), DISPLAY (D), OK (O), OR END (E)
O

UNIT
PRIO   BON  PR   UIC     MOS4 GRD SQI ASI LANG SEC SEX DATE CONTROL

2      MF   8  WSCCAAA   91B1  3   0            J   X  8206 8247504
               COMMENTS:                 AUTHORIZED OVERSTRENGTH
2      MF   8  WSCCAAA   91B1  4   0            J   X  8208 7261690
               COMMENTS:                 OVERSTRENGTH POSITION NO BONUS
2      MF   2  WTLHAAA   91B1  4   0            J   X  8208 2272393
               COMMENTS: C
7       M   5  WSB2AAA   91B1  3   0            Z   X  8208 5272467
7       M   5  WSB2AAA   91B1  3   0            Z   X  8208 5272481


NO MORE VACANCIES SATISFY YOUR SEARCH CRITERIA.


LOOKUP (L), RESERVATION (R), UNIT DATA (U), OR END (E)  E
```

Figure 11–2. ARRQST Lookup unit vacancies for a specified MOS code, sample execution

```
LOOKUP (L), RESERVATION (R), UNIT DATA (U), OR END (E)  L
ENTER LOCID:  10
SSN OR END (E)/ENLISTMENT TYPE
255255255        NPS

DO YOU WANT TO DISPLAY THE RECORD (Y,N)?  N
 ST-RSD    / END-RSD / MOS  / BT / AIT / BAT / UV / UIC  /
 1/9/82     1/1/83           Y    N      N    Y
CHANGE (C), DISPLAY (D), OK (O), OR END (E)
O

UNIT
PRIO   BON  PR   UIC     MOS4 GRD SQI ASI LANG SEC SEX DATE CONTROL

1       F   1  WQ7LAAA   71L1  4   0  F5        F   X  8202 1192067
                COMMENTS:  PREFER NPS
1       F   8  WQ7LAAA   71L1  3   0  F5        J   X  8205 8233238
                COMMENTS:  PREFER NPS   OS
1       F   8  WQ7LAAA   71L1  3   0  F5        W   X  8207 8267173
                COMMENTS: OVER NBA
2      MF   2  WQ8NAAA   05H2  5   0            L   X  0781 1056422
2      MF   2  WQ8NAAA   98G3  6   0            L   X  0781 1056426
2      MF   2  WQ8NAAA   98G2  5   0            L   X  0781 1056431
2      MF   2  WQ8NAAA   98G2  5   0            L   X  8109 1080328
2      MF   2  WQ8NAAA   98G2  5   0            L   X  8110 1109483
2      MF   2  WQ8NAAA   05H2  5   0            L   X  8110 1109560
2      MF   2  WQ8NAAA   98G2  5   0            L   X  8111 1134559
MORE (Y/N)?  N


              START DATE     LOCATIONS
RECSTA         6/ 9/82
  BT          10/ 9/82       DIX     /JACKSON /BLISS   /SILL    /MCCLELL /
                                 3        36      138       21        12
```

Figure 11–3. ARRQST Lookup unit vacancies with date range and BT indicator.

```
LOOKUP (L), RESERVATION (R), UNIT DATA (U), OR END (E)  L
ENTER LOCID:  10
SSN OR END (E)/ENLISTMENT TYPE
255255255        NPS

DO YOU WANT TO DISPLAY THE RECORD (Y,N)?  N
 ST-RSD   / END-RSD / MOS  / BT / AIT / BAT / UV / UIC  /
 1/9/82     1/1/83    91R1   Y    Y      N    Y
CHANGE (C), DISPLAY (D), OK (O), OR END (E)
O

UNIT
PRIO   BON  PR   UIC     MOS4 GRD SQI ASI LANG SEC SEX DATE CONTROL

1      MF   1  WQ6VAAA   91R1  3   0            J   X  8111 1143909

NO MORE VACANCIES SATISFY YOUR SEARCH CRITERIA.

          START DATE
RECSTA    29/11/82
  BT       3/12/82
91R1      11/ 2/83
QUOTA FOR THE WEEK:     2

LOOKUP (L), RESERVATION (R), UNIT DATA (U), OR END (E)  E
```

Figure 11–4. ARRQST Lookup unit vacancies by MOS code, date range and training specification.

```
LOOKUP (L), RESERVATION (R), UNIT DATA (U), OR END (E)  L
ENTER LOCID:  10
SSN OR END (E)/ENLISTMENT TYPE
255255255        SP1

DO YOU WANT TO DISPLAY THE RECORD (Y,N)?  N
 ST-RSD   / END-RSD / MOS  / BAT  UV / UIC  /
 1/9/82     1/1/83    71L1   N    Y
CHANGE (C), DISPLAY (D), OK (O), OR END (E)
O

UNIT
PRIO   BON  PR   UIC     MOS4 GRD SQI ASI LANG SEC SEX DATE CONTROL

2       F   2  WQ1SAAA   71L1  3   0            E   X  8206 2249480
2       F   4  WRRNAAA   71L1  4   0            L   X  8208 4269320
2       F   4  WRRNAAA   71L1  4   0            L   X  8208 4269339
2       F   4  WR9DAAA   71L1  4   0            J   X  8203 4210999
                COMMENTS:                 703 644 4463
2       F   4  WR9DAAA   71L1  3   0            J   X  8203 4211520
                COMMENTS:                 703 644 4463
2       F   8  WR9DAAA   71L1  4   0            J   X  8207 8266537
                COMMENTS:                 703 644 4463
2       F   8  WR9DAAA   71L1  3   0            J   X  8207 8266550
                COMMENTS:                 703 644 4463
2       F   8  WR9DAAA   71L1  4   0            J   X  8208 8270872
                COMMENTS:                 703 644 4463
2       F   3  WTLGAAA   71L1  4   0            W   X  8207 3267286
2       F   4  WTLGAAA   71L1  3   0            W   X  8205 4238107
                COMMENTS:                 ENHANCED STRENGTH
MORE (Y/N)?  N


            START DATE     LOCATIONS
RECSTA       6/ 9/82
  BT        10/ 9/82       JACKSON /DIX     /
                              13        1

LOOKUP (L), RESERVATION (R), UNIT DATA (U), OR END (E)  E
```

Figure 11–5. ARRQST Lookup sample for SP1 enlistment type

```
LOOKUP (L), RESERVATION (R), UNIT DATA (U), OR END (E)  L
ENTER LOCID:  10
SSN OR END (E)/ENLISTMENT TYPE
255255255        SP2

DO YOU WANT TO DISPLAY THE RECORD (Y,N)?  N
 ST-RSD   / END-RSD / MOS  /BAT /
 1/6/83     1/9/83    71L1   N
CHANGE (C), DISPLAY (D), OK (O), OR END (E)
O

          START DATE
RECSTA     11/ 6/83
 71L1     10/ 6/83
QUOTA FOR THE WEEK:   107

LOOKUP (L), RESERVATION (R), UNIT DATA (U), OR END (E)  E
```

Figure 11–6. ARRQST Lookup sample for SP2 enlistment type

```
LOOKUP (L), RESERVATION (R), UNIT DATA (U), OR END (E)  L
ENTER LOCID:  10
SSN OR END (E)/ENLISTMENT TYPE
255255255        NPS

DO YOU WANT TO DISPLAY THE RECORD (Y,N)?  N
 ST-RSD    / END-RSD / MOS  / BT / AIT / BAT / UV / UIC      /
 13/09/82  13/12/82          Y    N      N    Y    WQ8NAAA
CHANGE (C), DISPLAY (D), OK (O), OR END (E)
O

UNIT
PRIO   BON  PR   UIC      MOS4 GRD SQI ASI LANG SEC SEX DATE CONTROL

2      MF   2  WQ8NAAA   05H2  5   0            L   X  0781 1056422
2      MF   2  WQ8NAAA   98G3  6   0            L   X  0781 1056426
2      MF   2  WQ8NAAA   98G2  5   0            L   X  0781 1056431
2      MF   2  WQ8NAAA   98G2  5   0            L   X  8109 1080328
2      MF   2  WQ8NAAA   98G2  5   0            L   X  8110 1109483
2      MF   2  WQ8NAAA   05H2  5   0            L   X  8110 1109560
2      MF   2  WQ8NAAA   98G2  5   0            L   X  8111 1134559
2      MF   2  WQ8NAAA   95B1  4   0            W   X  8208 2273712
1      MF   1  WQ6VAAA   91R1  3   0            J   X  8111 1143909
1      MF   1  WQ6VAAA   91T1  4   0            J   X  8111 1143910
MORE (Y/N)?  N


            START DATE     LOCATIONS
RECSTA      13/ 9/82
  BT        17/ 9/82       BLISS   /
                             131

LOOKUP (L), RESERVATION (R), UNIT DATA (U), OR END (E)  E
```

Figure 11–7. ARRQST Lookup unit vacancies for basic training only with specified unit, sample execution

11–8. ARRQST Reservation Procedures.

Follow the procedures below to make a unit and training reservation for a candidate. SP2 (split phase two) is the only enlistment type for which it is permissible to make a training-only reservation. See figures 11–8 through 11–12 for Reservation sample executions.

Table 11–8A
ARRQST Reservation procedures

ARRQST: ENTER LOCID:
USER:
1. Enter the location identification code for the location at which the applicant's record is held by the ARBILD program.
2. Depress the carriage RETURN key.

ARRQST: SSN OR END (E)/ENLISTMENT TYPE
USER:
1. Enter the applicant's social security number and enlistment type under the appropriate factor labels.
2. Enter E to return the program to the initial prompt.

Table 11–8A
ARRQST Reservation procedures—Continued

3. Depress the carriage return key.

ARRQST: DO YOU WANT TO DISPLAY THE RECORD (Y, N)?
USER:
1. Enter Y to display the applicant's record.
2. Enter N to bypass this step in the procedures.
3. Depress the carriage return key.

ARRQST: MOS /ST-RSD /UVCNTL# / BT / AIT / BA / UIC #
(Note: the data input factors will vary according to the applicant's enlistment type. Figures 11–8, 11–9, and 11–10 illustrate data input factors for different enlistment types.)
USER:
1. Enter the data under the appropriate factor labels and between the slashes. Table 11–2 contains a detailed description of the input data items.
2. Depress the carriage return key.

ARRQST: CHANGE (C), DISPLAY (D), OK (O), OR END (E)
USER:
1. Enter O to indicate that the data as entered is correct and to proceed with the program.
2. Select and enter another user option (C, D, or E) from the prompt above and follow the procedures as detailed in table 11–1, ARRQST user options.
3. Depress the carriage return key.

ARRQST: TERM / BON / PPN / GC ID / ORDER NO / HRAP /
USER:
1. Enter the required data under the factor labels and between the slashes. Table 11–2 describes the specific values and formats.
2. Depress the carriage return key.

ARRQST: (Only management users will see this prompt.)
MANAGEMENT(M) OR FIELD(F) MESSAGES?
USER: Only management users will see this prompt. All other users should proceed directly to the next prompt.
Management users:

1. Enter M and depress the carriage return key to receive all reasons for failure of the reservation, if any.
2. Enter F and depress the carriage return key to receive the major reasons for failure of the reservation when applicable.

ARRQST: When the reservation is unsuccessful, ARRQST displays the reasons for failure of the reservation, when applicable, and returns to the initial program prompt. Refer to table 11–4 and figure 11–11 for sample messages. When the reservation is successful, on the other hand, ARRQST proceeds to the next prompt.
USER: No user response is required at this time. Proceed to the next prompt or the initial program prompt as indicated above.

ARRQST: Prints the reception station, basic training and AIT training starting dates and locations, and a description of the MOS for which the applicant is to train. This is followed by the specific unit data. See figures 11–8 through 11–12 for samples.
RESERVATION (Y OR N)
USER:
1. Enter Y to make the reservation.
2. Enter N to return to the initial prompt.
3. Depress the carriage return key.

ARRQST: ENLIST /SHIP DAT /
USER:
1. Enter the enlistment and shipping dates under the appropriate labels. Note: the enlistment date is the current date. The shipping date must be within six days of the reception station date which was displayed above.
2. Depress the carriage return key.

ARRQST: Prints the reception station, basic training and AIT starting dates and locations for the applicant, plus a CNN contract control number) to be entered on DD form 1966. ARRQST then returns the user to the initial prompt. See figures 11–8 through 11–12 for sample Reservation runs.

USER: N/A

```
LOOKUP (L), RESERVATION (R), UNIT DATA (U), OR END (E)  R
ENTER LOCID:  10
SSN OR END (E)/ENLISTMENT TYPE
255255255        NPS

DO YOU WANT TO DISPLAY THE RECORD (Y,N)?  N
  MOS  / ST-RSD   / UV CNTL# / BT / AIT / BAT / UIC#    /
 91R1    29/11/82   1143909    Y    Y     N     WQ6VAAA
CHANGE (C), DISPLAY (D), OK (O), OR END (E)
O
 TERM / BON / PPN / GC ID      / ORDER NO / HRAP /
  4     MF          427020332    99-99         Y

MANAGEMENT (M) OR FIELD (F) MESSAGES?  F

          START DATE     LOCATIONS
RECSTA    29/11/82
  BT       3/12/82       JACKSON /
91R1      11/ 2/83       HOUSTON /

MOS 91R1

VETERINARY SPECIALIST
CRS LGTH 8WKS, POSS OF NORM OLFACTORY SENSES/GOOD NEAR VISION, RQR FOOD
HANDLER'S CERT, NO RECORD OF ADVERSE CHAR, HONESTY/INTEGRITY, TNG RQR THE
TASTING, TOUCHING OR MASTICATING OF PORK AND OR SCAVENGING SEAFOOD

UNIT
PRIO   BON  PR   UIC     MOS4 GRD SQI ASI LANG SEC SEX DATE CONTROL

1      MF   1  WQ6VAAA   91R1  3   0            J   X  8111 1143909
RESERVATION (Y OR N)  Y
ENLIST   / SHIP DAT /
18/08/82   25/11/82

          START DATE     LOCATIONS
RECSTA    29/11/82
  BT       3/12/82       JACKSON /
91R1      11/ 2/83       HOUSTON /
ENTER CCN.  66068681  IN THE REMARKS COLUMN OF DD FORM 1966

LOOKUP (L), RESERVATION (R), UNIT DATA (U), OR END (E)  E
```

Figure 11–8. ARRQST Reservation structure sample execution.

```
LOOKUP (L), RESERVATION (R), UNIT DATA (U), OR END (E)  R
ENTER LOCID:  10
SSN OR END (E)/ENLISTMENT TYPE
221221221        SP1

DO YOU WANT TO DISPLAY THE RECORD (Y,N)?  N
  MOS  / ST-RSD   / UV CNTL# / BAT / UIC#    /
 71L1     1/9/82    2249480    N     WQ1SAAA
CHANGE (C), DISPLAY (D), OK (O), OR END (E)
O
 TERM / BON / PPN / GC ID      / ORDER NO / HRAP /
  4     F           111111111     1-1          Y

MANAGEMENT (M) OR FIELD (F) MESSAGES?  M

          START DATE     LOCATIONS
RECSTA     6/ 9/82
  BT      10/ 9/82       JACKSON /

UNIT
PRIO   BON  PR   UIC     MOS4 GRD SQI ASI LANG SEC SEX DATE CONTROL

2       F   2  WQ1SAAA   71L1  3   0            E   X  8206 2249480
RESERVATION (Y OR N)  Y
ENLIST   / SHIP DAT /
25/8/82    4/9/82

          START DATE     LOCATIONS
RECSTA     6/ 9/82
  BT      10/ 9/82       JACKSON /
ENTER CCN.  80828268  IN THE REMARKS COLUMN OF DD FORM 1966

LOOKUP (L), RESERVATION (R), UNIT DATA (U), OR END (E)  E
```

Figure 11–9. ARRQST Reservation sample for SP1 enlistment type

```
LOOKUP (L), RESERVATION (R), UNIT DATA (U), OR END (E)  R
ENTER LOCID:  10
SSN OR END (E)/ENLISTMENT TYPE
221221221        SP2

DO YOU WANT TO DISPLAY THE RECORD (Y,N)?  N
  MOS  / ST-RSD   / BAT /
 71L1     6/6/83    N
CHANGE (C), DISPLAY (D), OK (O), OR END (E)
O
 TERM / BON / PPN / GC ID      / ORDER NO / HRAP /
  4     F           111111111     1-1          Y

MANAGEMENT (M) OR FIELD (F) MESSAGES?  F

          START DATE     LOCATIONS
RECSTA     6/ 6/83
 71L1     10/ 6/83       JACKSON /

MOS 71L1
ADMINISTRATIVE SPECIALIST
CRS LGTH 9 WKS/3DAS; MUST TYPE 15 WPM BEFORE ENLISTMENT; MOS AWARD RQR
  MIN TYPING OF 25 WPM

RESERVATION (Y OR N)  Y
ENLIST  / SHIP DAT /
25/8/82   1/6/83
          START DATE     LOCATIONS
RECSTA     6/ 6/83
 71L1     10/ 6/83       JACKSON /
ENTER CCN.  62888880  IN THE REMARKS COLUMN OF DD FORM 1966

LOOKUP (L), RESERVATION (R), UNIT DATA (U), OR END (E)  E
```

Figure 11–10. ARRQST Reservation sample for SP2 enlistment type

```
LOOKUP (L), RESERVATION (R), UNIT DATA (U) OR END (E)  R
ENTER LOCID:  10
SSN OR END (E)7ENLISTMENT TYPE
666666666          NPS

DO YOU WANT TO DISPLAY THE RECORD (Y,N)?  Y

 SOC SEC#  / NAME                        / CIT / SX / RACE / BIRTHDAT / EDYRS /
 666666666   THOMPSON, GEORGE                Y    M      C   05/05/65      12
 EDUC / DVRL / REC ID   / CREDT / PHY PROF / CP   / MATH / SCI  / AFQT / GT  /
 HSDG       Y   123456789   7S1     1111111   NOR    GEN    GEN     99    20
 GM  / EL  / CL  / MM  / SC / CO  / FA  / OF  / ST  / AP  / MVDB / DLAB / AAT /
 120   120   120   120   120  120   120   120   120   120    120    120    0
 PHONE NO   / STR CTY                                  / ZIP CODE / STATE /
 4241421                                                    20850      MD
 GCODE / MEPSCAT /
            Z
 MOS  / ST-RSD   / UV CNTL# / BT / AIT / BAT / UIC#   /
97H1    29/11/84   1143909      Y  Y      N    WQ6VAAA

THE MOS WAS NOT FOUND

CHANGE (C), DISPLAY (D), OK(O), OR END (E)  C MOS

CHANGE IN MOS REQUIRES ENTERING THE ENTIRE LINE.

 MOS  / ST-RSD   / UV CNTL# / BT / AIT / BAT / UIC#   /
97B1   29/11/84     1143909   Y     Y    N    WQ6VAAA
CHANGE (C), DISPLAY (D), OK (O), OR END (E)  O

 TERM / BON / PPN / GC ID        / HRAP /
4       MF          123             Y

MANAGEMENT (M) OR FIELD (F) MESSAGES?  M
UNIT VACANCY AVAILABLE
TOTAL WEEKLY BT QUOTA MET FOR  3/12/84
NO QUOTA RECORDS FOUND FOR 97B1 /RECSTA (MOS UNAVAILABLE)
NO QUOTA RECORDS FOUND FOR MOS:  97B1 /RECSTA
**** RESERVATION FAILED ****

LOOKUP (L), RESERVATION (R), UNIT DATA (U), OR END (E)  E
```

Figure 11–11. Sample unsuccessful ARRQST Reservation run displaying reservation rejection messages for management users

```
LOOKUP(L), RESERVATION(R), UNIT DATA(U), OR END(E)  R
ENTER LOCID :  10
SSN OR END(E)/ENLISTMENT TYPE
 555555333        NPS

DO YOU WANT TO DISPLAY THE RECORD(Y, N)?  N
 MOS   / ST-RSD  / UV CNTL# / BT /  AIT  / BAT / UIC#     /
 71Q1      7/5/84   1111111    Y      Y      Y    WONJAAA
CHANGE(C), DISPLAY(D), OK(O), OR END(E)  O
 TERM / BON / PPN / GC ID     / MUSARC / TRAP /
 6        N      1     1            10      0


WARNING:  APPLICANT IS NOT MEPSCAT QUALIFIED FOR THIS MOS

            START DATE    LOCATIONS
  RECSTA     7/ 5/84
    BT      11/ 5/84      LWOOD    /
   71Q1     13/ 7/84      BENHARR  /
    BAT     28/ 9/84      BENNING

MOS 71Q1
JOURNALIST
CRS LGTH 10WKS/2DAS; ELIG SECRET CLNC; CRED FOR 2YRS OF HS ENGLISH;
MOS AWARD=TYPE 20WPM

RESERVATION (Y OR N)  Y
 ENLIST   / SHIP DAT /
  29/3/84     7/5/84

WARNING:  APPLICANT IS NOT MEPSCAT QUALIFIED FOR THIS MOS

            START DATE    LOCATIONS
  RECSTA     7/ 5/84
    BT      11/ 5/84      LWOOD    /
   71Q1     13/ 7/84      BENHARR  /
    BAT     28/ 9/84      BENNING
ENTER CON.   92687808  IN THE REMARKS COLUMN OF DD FORM 1966
```

Figure 11–12. Reservation Sample. A reservation has been made for a recruit who is not MEPSCAT qualified. MPOVER was set to "ON".

11–9. ARRQST Unit Data Procedures.

Follow the procedures below to obtain data about a specific Army Reserve unit. See figure 11–13 for a unit data sample execution.

Table 11–9A
ARRQST unit data procedures

ARRQST: ENTER LOCID:
USER:
1. Enter the location identification code.

Table 11–9A
ARRQST unit data procedures—Continued

2. Depress the carriage return key.

ARRQST: ENTER UIC OR END
USER:
1. Enter the unit identification code of the unit for which details are to be reported.
2. Enter E to terminate this function and to return to the initial program prompt.
3. Depress the carriage return key.

ARRQST: Prints the unit information (see figure 11–13 for a sample) and repeats the previous prompt.
USER: N/A

```
LOOKUP (L), RESERVATION (R), UNIT DATA (U), OR END (E)  U
ENTER LOCID:  10
ENTER UIC OR END
WQ1SAAA
UIC      /UNIT DESIGNATION            /STREET ADDRESS        /CITY        /ST
WQ1SAAA  0698 SUP CO REP PRTS GS A    ROUTE 10 BOX 15        FREDERICK    MD

ZIP       /TELEPHONE  /BON/PRI/MUSARC       /CODE/CONUSA/DRC/COMMENTS
20122      3013392020  F   2   097 USAR CMD  10    01   1B

ENTER UIC OR END
WRRNAA
WRRNAA   IS NOT ON THE UIC FILE, NO DATA AVAILABLE

ENTER UIC OR END
WR9DAAA
UIC      /UNIT DESIGNATION            /STREET ADDRESS        /CITY        /ST
WR9DAAA  310 THEATER ARMY AREA CMD    202 BACKLICK RD        FT BELVOIR   VA

ZIP       /TELEPHONE  /BON/PRI/MUSARC       /CODE/CONUSA/DRC/COMMENTS
22042      7038821101  F   2   310 TAA CMD   22    01   1B

ENTER UIC OR END
WTLGAAA
UIC      /UNIT DESIGNATION            /STREET ADDRESS        /CITY        /ST
WTLGAAA  0099 CBT SPT HSP             101 JONES RD           LANCASTER    PA

ZIP       /TELEPHONE  /BON/PRI/MUSARC       /CODE/CONUSA/DRC/COMMENTS
16101      7173333692  F   2   079 USAR CMD  05    01   1E

ENTER UIC OR END
E

LOOKUP (L), RESERVATION (R), UNIT DATA (U), OR END (E)  E
```

Figure 11–13. ARRQST Unit Data report sample execution

Section IV
OUTPUT DESCRIPTION

11–10. Output.
ARRQST provides output as illustrated in figures 11–1 through 11–13.

11–10A. (Not used.)
(Paragraph not used.)

Section V
ERROR MESSAGES AND CORRECTION PROCEDURES

11–11. System Errors.
The following is a representative list of possible system errors. If any of these error messages appear, call the KEYSTONE Branch immediately.

1. FILCM3 RETURN CODE IS XXXX
2. SYSTEM ERROR: GENFIO RETURN CODE IS XXXX - ARRQST
3. UNABLE TO GET DATA FROM THE RESERVE RECORD
4. PRIMARY (OR SECONDARY) ACCESSION CHARACTERISTIC ABBREVIATION CANNOT BE FOUND.
5. DATA FROM RECRUIT (OR RESERVE) RECORD UNOBTAINABLE.
6. RESERVATION COUNTER WOULD HAVE GONE NEGATIVE, THEREFORE, RESERVATION COUNTER WAS NOT DECREMENTED FOR PRIMARY ACCESSION XXXXXXX AND SECONDARY ACCESSION XXXXXXXX
FOR LOCID XXXX AND SSN XXXXXXXXX
7. INCORRECT ASSIGNMENT CODE IN BCT FILE
8. BCT FILE NOT UPDATED: ERROR IN DATE OR BCT LOC CODE - BCTUPD
9. XBCT FILE NOT UPDATED FOR TYPE: XX DATE XXXXX
   RESERVATIONS WOULD BECOME NEGATIVE. PLEASE CALL KEYSTONE OFFICE
10. IDIM-BINARY-INVALID DIMENSION IN BINARY SEARCH
11. SYSTEM ERROR: VALVAL PROCESS UNSUCCESSFUL FOR FACTOR NO. XXXX
12. INVALID INTEGER COMPONENT VALUE (CMPLTE)
13. ERROR: CANNOT FIND XXXX ON RECORD (CMPLTE)
14. ERROR: NO FACTORS FOR PDR NUMBER XXX (CMPLTE)
15. ERROR IN SUBROUTINE XXXXXX
16. SYSTEM ERROR: LOGICAL RELATION CODE OUT OF RANGE. OPR=XXX. CALL REQUEST OFFICE
17. ERROR IN RECORD DES. READ-XXXXXX
18. SYSTEM ERROR: INVALID NUMBER OF FACTORS PASSED TO GENFIO
    PLEASE CALL REQUEST OFFICE
    THE INVALID NUMBER OF FACTORS IS XXXX
19. FATAL ERROR FROM GENFIO IN GETLRP.
20. ENL TYPE IS OUT OF RANGE FOR THE XXX ARRAY (XXXXXX)
21. XXXX IS AN INVALID VALUE FOR -------- (XXXXXX)
22. ERROR-THERE IS NO PDR FOR (CODED) COMPONENT XX AND (CODED) ENLISTMENT TYPE XXX (XXXXXX)
23. SYSTEM ERROR: RECORD DESCRIPTOR RECORD HAS IMPROPER START BIT OR LENGTH IN BITS. CALL REQUEST OFFICE
    START BIT=XX
    LENGTH IN BITS=XX
    FACTOR NUMBER=XXXX
24. INVALID ACTION CODE IN XXXXXX, ACTION: XX
25. HEXDMP: RECLEN=XXXX
26. ERROR ON LUN=XXXXXX
    VSAM ERROR RETURN CODE=XXXXXX
    ACTION CODE=XXX
    KEYS (IN HEX)=ZZZZZZZZ, ZZZZZZZZ
    RECORD TYPE=XXX
    SPARE VARIABLE X=XXXXXX

CALL REQUEST OFFICE

27. ERRORS COMMON OVERFLOWED (LODERR)

28. SYSTEM ERROR: NISRCH HAS TAKEN AN ALTERNATE EXIT. NISRCH WAS CALLED WITH START POSITION XXXX AND NUMBER OF CHARACTER XXXX
    PLEASE CALL REQUEST OFFICE
    (This message will be followed by messages 29 and 30)

29. A SYSTEM ERROR HAS BEEN DETECTED IN SUBROUTINE PARS1.
    THE FIELD BEING PROCESSED IS: ---------
    THE START POSITION OF THE FIELD IN THE STRING IS XXXX.
    THE END POSITION OF THE FIELD IN THE STRING IS XX.
    PLEASE CALL THE REQUEST OFFICE.

30. **** TRACE BACK ****

ENTRY POINT	ENTRY ADDRESS	RETURN ADDRESS
XXXXXXXX	ZZZZZZZZ	ZZZZZZZZ

31. INVALID VALUE FOR XXXXXX IN XXXXXX

32. BAT FILE NOT DECREMENTED - RESERVATIONS WOULD BECOME NEGATIVE

33. ERROR INPUT REPBCT

34. PROBLEM IN REPLKP WITH GETCLS.

35. **********
    THE RECRUIT IS TAKING A NON OSUT CLASS WITH AN OSUT MOS. THIS MEANS THE FILES WERE LOADED INCORRECTLY. CALL REQUEST OFFICE IMMEDIATELY

    ****

36. PROBLEM WITH XXXXXX WITH (OR IN) XXXXXX

37. PROBLEM UPDATING XXXXXX.

38. PROBLEM WRITING SPLIT RECORD TO THE PREVENT FILE

39. FATAL ERROR IN XXXXXX

40. NO CANCEL IN RPACRP.

41. VSAM ERROR=XXXX ON LUN XXX

42. VMCF ERROR=XXXXXXX FOR LUN XXX

43. NO SINK AVAILABLE FOR LUN XXX

44. ERROR IN SIOXX _____.

45. ERROR IN _____ _____ SIOXX.

46. INVALID _____.

47. INVALID XXXXX IN SIOXX.

48. ERROR _____SIOXX_____ FOR KEY XXXXXXXX AND ACTION XXXX
    NOMREC=XXXXXXXX

49. THIS OPTION NOT AVAILABLE AT THIS TIME. ACTION IS XXXX

50. KEY/RECORD DISAGREE, KEY=ZZZZZZZZZZ RECORD: ZZZZZZZZZZ

51. INVALID XXXX FOR XXXXXX FUNCTION.

52. ERROR IN _____ _____ CALLING SIOXX

53. ERROR: ILLEGAL _____ _____ PASSED TO SIOXX

54. ERROR IN MOVECH -- SIOXX

55. $CTS ERROR IN SWITCH ROUTINE

56. INVALID MOS LENGTH - UVDISP

57. UIC NOT ON FILE CONTACT MILPERCEN

58. NO AIT WAS FOUND IN PHSBCT

59. X ERROR IN GETVAL CALL IN UVDSP1

60. X ERROR IN CALL TO TRN141 IN UVDSP1

61. X ERROR IN GETVAL CALL IN UVDISP

62. X ERROR READING HCPC-DATA DICT

11–12. Reservation Rejection Messages

The reservation rejection messages listed in table 11–4 may appear during processing of ARRQST if the reservation attempt fails. Refer to paragraph 11–3.b for a discussion of these messages.

Table 11–4
ARRQST Reservation Rejection Messages

Reason Rejected	Management Message	Field Message
MIN QUALS	APPLICANT DOES NOT MEET MINIMUM QUALIFICATIONS.	APPLICANT DOES NOT MEET MOS OR QUALITY REQUIREMENTS.
Restricted component/sex	MOS UNAVAILABLE FOR COMPONENT/SEX.	APPLICANT DOES NOT MEET MOS OR QUALITY REQUIREMENTS.
Accession accounting	ACCESSION ACCOUNTING NOT MET.	APPLICANT DOES NOT MEET MOS OR QUALITY REQUIREMENTS.
No Quota record found for MOS/RECSTA	NO QUOTA RECORDS FOUND FOR (MOS)/RECSTA (PROGRAM WILL NOT PROCESS MOS FURTHER).	NO CLASS QUOTA AVAILABLE.
No Quota space	CLASS CTS STATUS CODE SET OR NO CLASS QUOTA FOR (RECSTA) -OR- N0 CTS CLASS QUOTA FOR (RECSTA).	NO CLASS QUOTA AVAILABLE.
MOS unavailable (Quota file)	NO QUOTA RECORDS FOUND FOR (MOS)/RECSTA(MOS UNAVAILABLE) (PROGRAM WILL NOT PROCESS MOS FURTHER).	NO CLASS QUOTA AVAILABLE.
Weekly limit	WEEKLY LIMIT MET FOR (RECSTA).	NO CLASS QUOTA AVAILABLE.
BT space	SPACE NOT AVAILABLE IN BT LOCATIONS OR NO LOCATIONS AVAILABLE FOR (RECSTA) -OR- TOTAL WEEKLY BT QUOTA MET FOR (RECSTA).	NO BT SPACE.
BAT space	BAT SPACE UNAVAILABLE.	BAT SPACE UNAVAILABLE.
Unit vacancy	UNIT VACANCY UNAVAILABLE.	UNIT VACANCY UNAVAILABLE.
SP1/SP2 BT/AIT date check	FOR SPLIT 2 RESERVATION: AIT MUST BE AFTER BT COMPLETION.	FOR SPLIT 2 RESERVATION: AIT MUST BE AFTER BT COMPLETION.
SP1/SP2 14-month	THE SPLIT 2 RESERVATION MUST BE WITHIN 14 MONTHS OF THE SPLIT 1 RESERVATION RECSTA.	THE SPLIT 2 RESERVATION MUST BE WITHIN 14 MONTHS OF THE SPLIT 1 RESERVATION RECSTA.
No str. 4 records found (annual)	SYSTEM ERROR. TRACE BACK GENERATED. PROGRAM STOPS.	SYSTEM ERROR. TRACE BACK GENERATED. PROGRAM STOPS.
Status closed (annual)	YEARLY CTS STATUS CODE SET.	ANNUAL PROGRAM MET OR CLOSED FOR ENLISTMENT TYPE XXX.
Yearly limit closed (annual)	YEARLY LIMIT FILLED.	ANNUAL PROGRAM MET OR CLOSED FOR ENLISTMENT TYPE XXX.
Units Combat Probability Too High	UNIT ‘XXXXXXX’ NOT AUTHORIZED TO FEMALES	UNIT ‘XXXXXXX’ NOT AUTHORIZED TO FEMALES
MOS not open to females	MOS ‘XXXX’ ON UNIT VACANCY NOT AVAILABLE TO XXXXXXXX	MOS ‘XXXX’ ON UNIT VACANCY NOT AVAILABLE TO XXXXXXXX

11–13. Information Messages.

The following information messages may appear during the procedures of ARRQST. The are information for the user, do not require any corrective action and do not halt the execution of the program. Each of these information messages will be followed by a prompt which allows the user to continue or terminate the ARRQST program.

1. APPLICANT DOES NOT QUALIFY FOR: XXX:MEPSCAT
2. NO RECORD FOUND FOR SSN: XXXXXXXXX
3. RESERVATION EXISTS FOR SSN: XXXXXXXXX
4. IS TYPE RESERVATIONS ARE RESTRICTED TO LOCIDS 50, 52, 54 AND 56
5. THIS RECORD IS NOT COMPLETE. YOU MUST USE ARBILD TO COMPLETE THE RECORD BEFORE USING ARRQST.
6. SP1 RESERVATION, YOU MAY CONTINUE.
7. DATE OF LOOKUP EXCEEDS DATE RANGE ON BCT FILE
8. BAT HAS TAKEN IN SPLIT1 AND THEREFORE CANNOT BE RETAKEN IN SPLIT2

9. NO CLASS SPACE AVAILABLE FOR INPUT CRITERIA
10. UNIT VACANCY --- (UNIT) --- (CONTROL) --- NOT FOUND
11. UNIT VACANCY --- (UNIT) --- (CONTROL) --- IS NO LONGER AVAILABLE.
HOWEVER, TRAINING RESERVATION SUCCEEDED.
12. ENLISTMENT DATE HAS BEEN SET (OR CHANGED) TO TODAY
13. ENTER CCN XXXXXXX IN THE REMARKS COLUMN OF DD FORM 1966
14. AIT MUST BE AFTER BT COMPLETION
15. THE SPLIT2 RESERVATION MUST BE WITHIN 14 MONTHS OF THE SPLITS RESERVATION.
16. ENLISTMENT DATE IS LESS THAN RESERVATION DATE
17. A PHASE 1 (OR 2) RESERVATION ALREADY EXISTS
18. UIC NOT ON FILE CONTACT MILPERCEN
19. NO UNIT VACANCIES FOUND FOR THIS SEARCH
20. NO MORE VACANCIES SATISFY YOUR SEARCH CRITERIA
21. ------ IS NOT ON THE UIC FILE, NO DATA AVAILABLE
22. AIT CANNOT BE Y WHEN BCT IS 3
23. AIT CANNOT BE Y IF THE MOS IS BLANK
24. IS, SP2, RSE AND IRN CANNOT HAVE AIT=N AND MOS BLANK
25. YOU CANNOT HAVE A LOOKUP FOR BAT ONLY
26. YOU CANNOT LOOKUP FOR BOTH A BT3 AND BAT RESERVATION
27. THE ONLY VALID BT ANSWER FUR ENLISTMENT TYPE RSE IS Y.
28. IS AND RSE CANNOT LEAVE THE MOS FIELD BLANK
29. AN ENLISTMENT TYPE OF RSE MUST HAVE A MOS OF 09R1
30. YOU HAVE JUST MADE (OR CANCELLED) A SPLIT2 SEASONAL RESERVATION
A MESSAGE IS BEING SENT TO SCHOOLS BRANCH ABOUT THIS RESERVATION (OR CANCELLATION)
31. (The following information message goes to the Schools Branch only)

****
A SPLIT2 SEASONAL CANCELLATION (OR RESERVATION HAS JUST BEEN MADE
/ FY / MOS / LOCID / SSN
XX XXXX XXXX XXXXXXXXX

****
32. RECRUIT RECORD ALREADY EXISTS FOR SSN XXXXXXXXX

11–14. Operation Errors.

The following list contains possible operation error messages and the corrective action to be taken for each.

Table 11–14A
Operation Error Messages

MESSAGE: NO VALUE FOUND FOR FACTOR XXXX XXXX
ACTION: This message refers to factors in a record which must be completed before the ARRQST program can be used. Complete the record in ARBILD.

MESSAGE: WARNING: DATA UNDER THE SLASH IN COLUMN XX
DATA NOT INSIDE SLASHES IS IGNORED
ACTION: There are 80 columns in the display. Locate the column indicated and make a correction, if necessary, through the user option prompt. See table 11–1 for procedures.

MESSAGE:
ERROR: THE FOLLOWING LINE IS NOT A VALID ENTRY FOR XXXXXXX/-------
XXXX
/ /
ACTION: Enter the correct value for the factor specified between the slashes. Do not enter data directly under a slash.

MESSAGE: CHANGE IN MOS REQUIRED ENTERING THE ENTIRE LINE
ACTION: The entire data input prompt will be repeated. The original entries have been erased. Start again and re-enter all required data.

MESSAGE: ERROR IN INPUT OK INVALID
ACTION: The user has entered O (okay) for data that has incorrect or invalid values. The user option prompt will be repeated. Correct the invalid data by use of the CHANGE (C) option, and then use the OKAY (O) option to post the corrected data.

Table 11–14A
Operation Error Messages—Continued

MESSAGE: INVALID RESPONSE
ACTION: The user has entered an invalid response to a prompt. The prompt will be repeated. Enter a correct response.

MESSAGE: INVALID FACTOR ABBREVIATION
ACTION: The factor abbreviation must be entered exactly as it appears on the terminal display including any spaces. Example: the abbreviation for physical profile is entered PHY PROF.

MESSAGE: SPLIT2 MOS IS INVALID
ACTION: Re-enter a correct MOS for the SPLIT2 record.

MESSAGE: ENLISTMENT DATE MUST BE BEFORE RECEPTION STATION DATE
ACTION: Enter an enlistment date earlier than the reception station date.

MESSAGE: ERROR IN SHIPMENT DATE
ACTION: The shipment date must be within six days of the reception station date.

MESSAGE: INCORRECT SEX CODE RECEIVED. CODE=XX
or COMPONENT CODE RECEIVED IS INCORRECT. CODE=XX
ACTION: Re-enter the corrected code.

MESSAGE: 3 IS AN INVALID RESPONSE FOR A MALE BCT
ACTION: Check prompt and input data tables and enter a valid response.

MESSAGE: THE AIT RESPONSE IS INVALID
ACTION: Check the prompt and data input table and re-enter the correct response.

MESSAGE: A MOS MUST BE ENTERED FOR THIS ENLISTMENT TYPE
or IF TAKING AIT THEN YOU MUST ENTER A MOS
ACTION: Both of the above messages will be followed by a data input prompt. Enter an MOS as indicated.

MESSAGE: THE START (OR END) DATE IS BEYOND THE LAST RECEPTION STATION
DATE ON THE QUOTA FILE
ACTION: Re-enter an earlier start (or end) date.

MESSAGE: ERROR - ACTUAL SHIPMENT DATE MUST BE WITHIN 20 (OR 6) DAYS OF RECSTA DATE
ACTION: Re-enter corrected date or dates as indicated above. The 20 day period is in effect during the Christmas season.

MESSAGE: XXXXXX IS AN INVALID (ZIPCODE, UIC OR MOS)
ACTION: Re-enter corrected values under data input prompt.

MESSAGE: YOU MUST ENTER EITHER A ZIP, A UIC, OR BOTH
ACTION: Enter the specified data under the factor labels in the data input prompt.

MESSAGE: INVALID LOCATION ID
ACTION: Re-enter a valid location identification code.

MESSAGE: INVALID ENLISTMENT TYPE ENTERED
INVALID SSN
ACTION: Re-enter corrected data under the specific factor labels.

MESSAGE: ERROR: FACTOR IS MISSING FROM THIS RECORD
ACTION: Processing cannot continue until the record is complete. Terminate ARRQST, enter ARBILD and complete the record.

MESSAGE: ENTERED ENLISTMENT TYPE XX DOES NOT MATCH TYPE ON RECORD
ACTION: If the enlistment type needs to be changed, the change must be executed in the ARBILD program. ARRQST will not accept an enlistment type for a particular applicant that does not match the type entered on the applicant's ARBILD record.

Chapter 12
BALANCAR PROGRAM

Section I
PROGRAM SUMMARY

12–1. Purpose.
The BALANCAR program reports the number of Army Reserve accessions by year, month, week, or day, or any combination of these time frames. The user may request data for a specified RRC, data for the user's RRC and its constituent DRCs, or data for all RRCs. The report itself categorizes accessions into male/female, prior service/nonprior service, high school graduate/non-high school graduate, and other subdivisions. See table 12–2 for a description of the output. The BALANCAR report enables the user to monitor accession rates by specified time frames and geographic areas. Such information enables the user to review and anticipate accessions in specified RRCs and/or DRCs.

12–2. Applicability.
The BALANCAR program is accessed by the following user groups:

a. USAREC
b. Accession Management Branch
c. REQUEST/RETAIN Branch

12–3. Options.
BALANCAR provides the user with the following options in the type of reports received:

a. The number of accessions can be reported by:
(1) DAY
(2) WEEK
(3) MONTH
(4) YEAR
(5) All the above

b. Data may be requested for:
(1) Specified RRC
(2) User's RRC and constituent DRCs
(3) All RRCs

Section II
INPUT REQUIREMENTS

12–4. Data Items.
BALANCAR requires the user to enter data items for the geographic range and the time frame of the desired report, as follows:

a. Geographic range. When a report for a particular RRC is desired, the user must enter the desired region number. When a report for a particular DRC is desired, the user must enter the first two characters of the credit code of the desired DRC.

b. Time range. The user must specify the time range of the desired report by entering X under the appropriate time category, as follows:

(1) *Daily report.* Reports the number of accessions for yesterday's date.

(2) *Weekly report.* Reports the number of accessions for the current reception station week. If today is Tuesday, BALANCAR reports the number of accessions for the past seven days. If today is a day other than Tuesday, BALANCAR reports the number of accessions from the last Tuesday until yesterday's date. For example, if the user requests the BALANCAR report on Friday, the accessions report will include data only for the previous Tuesday, Wednesday, and Thursday.

(3) *Monthly report.* Reports the number of accessions for the current month. Data for the month is based on reception station weeks.

(4) *Yearly report.* Reports the number of accessions for the current year as of the close of business yesterday.

(5) *ALL.* Reports the number of accessions for all the above.

12–4A. (Not used.)
(Paragraph not used.)

Section III
PROGRAM OPERATION

12–5. Initiation Procedures.

After completing the sign-on procedures described in Appendix B, the system prints the following message:

ENTER PROGRAM NAME, “LIST” OR “OFF”

The user enters BALANCAR and depresses the carriage return key. The program is now ready to communicate with the user.

12–6. Procedures.

Follow the procedures described below to report accessions.

Table 12–6A
Procedures

BALANCER: DRC/RRC ACCESSIONS REPORT
ENTER “X” UNDER COLUMNS FOR TYPE OF REPORT, OR “ALL” OR “END”
TYPE OF REPORT: DAILY / WEEKLY / MONTHLY / YEARLY
USER:
1. Keeping within the slashes, enter X(s) under the type(s) of report(s) desired; or enter ALL under “DAILY” for a report including all time frames.
2. Depress the carriage return key.
BALANCAR allows USAREC users to report all DRCs and RRCs. RRCs can only report their RRC and the DRCs within their RRC. DRCs can only report their own DRC, based on their LOCID.

BALANCER: DRC (D), RRC (R) OR TOTAL ACCESSION (T):
USER:
1. Enter D for a report of total accessions on the DRC specified. Proceed to the next prompt.
2. Enter R for a report of total accessions for the region specified. Skip the next prompt.
3. Enter T for reports of total accessions for the day, week, month, and year. Skip the next two prompts. The program prints the reports.
4. Depress the carriage return key.

BALANCER: ENTER FIRST 2 CHARACTERS OF DRC CREDIT CODE OR “ALL”
DRC: / / / /
USER:
1. Enter the first two characters of the DRC credit code required, keeping within the slashes.
2. Enter ALL for a report of all DRCs.
3. Depress the carriage return key.

BALANCER: ENTER RRC NUMBERS OR “ALL”
RRC: / / / /
USER:
1. Enter the RRC numbers required, keeping within the slashes.
2. Enter ALL for a report of the entire RRC.
3. Depress the carriage return key.

BALANCER: INCLUDE TOTAL ACCESSIONS (Y) OR (N):
USER:
1. Enter Y or N and depress the carriage return key. The program prints the reports. See figures 12–1, 12–2, and 12–3 for DRC, RRC, and total accessions reports, respectively.

BALANCER: If there are no accessions to report for the location and time specified, the program returns to the initial prompt. See figure 12–1.
USER: N/A

```
DRC/RRC ACCESSIONS REPORT

ENTER "X" UNDER COLUMNS FOR TYPE OF REPORT, OR "ALL" OR "END"
TYPE OF REPORT:  DAILY  / WEEKLY /MONTHLY / YEARLY /
               :                                X
DRC(D), RRC(R) OR TOTAL ACCESIONS(T):D
ENTER FIRST 2 CHARACTERS OF DRC CREDIT CODE OR "ALL"
 DRC :      /   /    /   /
     :AK
INCLUDE TOTAL ACCESSIONS (Y) OR (N):Y

                              DRC ACCESSIONS REPORT

                               YEAR-TO-DATE REPORT
                                    YEAR 1983


                           ***TOTAL ACCESSIONS REPORT***


USAREC
                                  *****************   NPS   ****************
      TOT  PS  TRANS  IRN  NPS  -------HSG-----  ----NHSG-----  --CIHS---
      ACC  ENL                    I-               I-              I- IIIB
                                 IIIA  IIIB   IV  IIIA IIIB   IV  IIIA  -IV
M:      0    0     0    0    0    0     0    0    0    0    0    0    0
F:      0    0     0    0    0    0     0    0    0    0    0    0    0
T:      0    0     0    0    0    0     0    0    0    0    0    0    0

ENTER "X" UNDER COLUMNS FOR TYPE OR REPORT, OR "ALL" OR "END"
TYPE OR REPORT:  DAILY / WEEKLY / MONTHLY / YEARLY /
              :END
```

Figure 12–1. BALANCAR DRC accessions sample report

```
DRC/RRC ACCESSIONS REPORT

ENTER "X" UNDER COLUMNS FOR TYPE OF REPCRT, OR "ALL" OR "END"
TYPE OF REPORT:  DAILY  / WEEKLY /MONTHLY / YEARLY /
               :                          X
DRC(D), RRC(R) OR TOTAL ACCESSINS(T):R
ENTER RRC NUMBERS OR "ALL"
 RRC :     /    /    /   /
     :6
INCLUDE TOTAL ACCESSION (Y) OR (N):N

                                RRC ACCESSIONS REPORT

                                MONTH-TO-DATE REPORT
                                     MAY   1983


WRRC
                                  *****************   NPS   ****************
      TOT  PS  TRANS  IRN  NPS  -------HSG-----  ----NHSG-----  --CIHS---
      ACC  ENL                    I-              I-              I- IIIB
                                 IIIA  IIIB   IV  IIIA IIIB   IV  IIIA  -IV
M:      0    0     0    0    0    0     0    0     0    0    0     0    0
F:      0    0     0    0    0    0     0    0     0    0    0     0    0
T:      0    0     0    0    0    0     0    0     0    0    0     0    0
ENTER "X" UNDER COLUMNS FOR TYPE OR REPORT, OR "ALL" OR "END"
TYPE OR REPORT:  DAILY / WEEKLY / MONTHLY / YEARLY /
              :END
```

Figure 12–2. BALANCAR RRC accessions sample report

```
DRC/RRC ACCESSIONS REPORT

ENTER "X" UNDER COLUMNS FOR TYPE OF REPORT, OR "ALL" OR "END"
TYPE OF REPORT: DAILY  / WEEKLY /MONTHLY / YEARLY /
              : ALL
DRC(D), RRC(R) OR TOTAL ACCESSIONS(T):T

                                  REPORT FOR  8/ 5/83


                             ***TOTAL ACCESSIONS REPORT***


USAREC
                                          *****************   NPS   ****************
      TOT  PS  TRANS  IRN  NPS  -------HSG-----  ----NHSG-----  --CIHS---
      ACC  ENL                     I-                I-              I- IIIB
                                 IIIA  IIIB   IV  IIIA IIIB   IV  IIIA  -IV
M:      0    0     0    0    0    0     0    0     0    0    0     0    0
F:      0    0     0    0    0    0     0    0     0    0    0     0    0
T:      0    0     0    0    0    0     0    0     0    0    0     0    0

                                 WEEK-TO-DATE REPORT
                               3/ 5/83-THRU- 8/ 5/83


                             ***TOTAL ACCESSIONS REPORT***


USAREC
                                          *****************   NPS   ****************
      TOT  PS  TRANS  IRN  NPS  -------HSG-----  ----NHSG-----  --CIHS---
      ACC  ENL                     I-                I-              I- IIIB
                                 IIIA  IIIB   IV  IIIA IIIB   IV  IIIA  -IV
M:      0    0     0    0    0    0     0    0     0    0    0     0    0
F:      0    0     0    0    0    0     0    0     0    0    0     0    0
T:      0    0     0    0    0    0     0    0     0    0    0     0    0

                                MONTH-TO-DATE REPORT
                                     MAY   1983
```

Figure 12–3. BALANCAR Total accessions sample report

```
                          ***TOTAL ACCESSIONS REPORT***

USAREC
                                        *****************   NPS   ****************
      TOT  PS  TRANS  IRN  NPS  -------HSG-----  ----NHSG-----  --CIHS---
      ACC  ENL                     I-                I-              I- IIIB
                                 IIIA  IIIB   IV  IIIA IIIB   IV  IIIA  -IV
M:      0    0     0    0    0    0     0    0     0    0    0     0    0
F:      0    0     0    0    0    0     0    0     0    0    0     0    0
T:      0    0     0    0    0    0     0    0     0    0    0     0    0

                              YEAR-TO-DATE REPORT
                                  YEAR  1983


                          ***TOTAL ACCESSIONS REPORT***

USAREC
                                        *****************   NPS   ****************
      TOT  PS  TRANS  IRN  NPS  -------HSG-----  ----NHSG-----  --CIHS---
      ACC  ENL                     I-                I-              I- IIIB
                                 IIIA  IIIB   IV  IIIA IIIB   IV  IIIA  -IV
M:      0    0     0    0    0    0     0    0     0    0    0     0    0
F:      0    0     0    0    0    0     0    0     0    0    0     0    0
T:      0    0     0    0    0    0     0    0     0    0    0     0    0
ENTER "X" UNDER COLUMNS FOR TYPE OR REPORT, OR "ALL" OR "END"
TYPE OR REPORT:  DAILY / WEEKLY / MONTHLY / YEARLY /
              :END
```

Figure 12–3. BALANCAR Total accessions sample report - Continued

Section IV
OUTPUT DESCRIPTION

12–7. Output.

The BALANCAR program reports the number of accessions by day, week, month or year or any combination of these time frames. The user may request totals for the user's region, data for specified DRCs in the user's region, or totals for a specified region other than the user's region.

Samples of the report format appear in figures 12–1, 12–2, and 12–3. Table 12–1, below, explains the meaning of abbreviated headings used in the format.

Table 12–1
BALANCAR report description

Field Label	Description
TOT ACC	Total accessions. (All enlistment types are counted).
PS ENL	Prior service enlistments.
TRANS	Total Transfers from National Guard to a USAR troop program unit and from Individual Ready Reserve to a troop program unit. (Enlistment types TRR, TNG, RST).
IRN	Nonprior service enlistments into the IRR.
NPS	Nonprior service. (Enlistment types NPS, SPT, RSE).

Table 12–1
BALANCAR report description—Continued

Field Label	Description
HSG	High school graduate. (The sum of all REQUEST education codes except NHSG and CIHS).
NGSG	Non-high school graduate. (Education code NHSG).
I-IIIA	Accessions in intelligence categories I-IIIA.
IIIB	Accessions in intelligence category IIIB.
IV	Accessions in intelligence category IV.
CIHS	Currently in high school.
IIIB-IV	Accessions in intelligence categories IIIB-IV.
M	Male.
F	Female.
TOT	Total

12–7A. (Not used.)

(Paragraph not used.)

Section V
ERROR MESSAGES AND CORRECTION PROCEDURES

12–8. System Errors.

The following is a representative list of possible system errors. If any such error messages appear, call the REQUEST/RETAIN Branch immediately.

1. Any message which contains one of the following phrases:
   XXXX FILE NOT INCREMENTED
   XXXX FILE NOT DECREMENTED
   XXXX FILE NOT UPDATED
2. Any message which contains one of the following phrases:
   COUNTERS WOULD BECOME NEGATIVE
   UNSUCCESSFUL UPDATE OF XXXXX
   RESERVATIONS WOULD BECOME NEGATIVE
3. **** TRACE BACK ****
   ENTRY POINT ENTRY ADDRESS RETURN ADDRESS
   XXXXXXXX ZZZZZZZZ ZZZZZZZZ
4. ERROR: ON LUN=XXXXXX
   VSAM ERROR RETURN CODE=XXXXXX
   ACTION CODE=XXX
   KEYS (IN HEX)=ZZZZZZZZ, ZZZZZZZZ
   RECORD TYPE=XXX
   SPARE VARIABLE X=XXXXXX
   CALL REQUEST/RETAIN BRANCH
5. SYSTEM ERROR : INVALID XXXXX IN XXXX
   : ILLEGAL XXXXXX
   : OCCURRED IN XXX WHEN CALLING XXXX
   : IN XXXXXX WHEN RUNNING XXXXX
   : RETURNED BY XXXX
   : ERROR IN XXXX
   : XXXX NOT FOUND
   : RECORD DESCRIPTOR HAS XXXXXXX RETURN CODE IS XX
   : PLEASE CALL REQUEST/RETAIN BRANCH
6. ERROR: READING XXXXX
   : INVALID XXXX INDICATOR IN SUBROUTINE XX
   : XXX NOT FOUND ON XXXX FILE
   : XXXXX ERROR-SUBROUTINE XXXXXX
   : SIOXX-FOR KEY XXXXXX AND ACTION XXXX NUMREC=XXXXXXXX
   : ILLEGAL XXXX PASSED TO XXXXXX

: BAD XXXX IN XXXXXX
: IN XXXXX - XXXXXX
: CANNOT FIND XXXX ON XXXXXX
7. FATAL ERROR - XXXXXX
8. SIOXX ERROR: XXXXXX
9. INVALID XXXXX IN SIOXX
10. INVALID VALUE FOR XXXXX IN XXXXXX
11. BAD RETURN FROM XXXX IN XXXXXX
12. PROBLEM WITH XXXX XXXX RECORD
VALIDATING XXXXXX IN XXXXXX
READING XXXXXX
IN XXXXXX
13. UNABLE TO GET DATA FROM XXXXXX
VALIDATE XXXX - XXXXXX
DECODE XX TYPE XXXXXX
14. VSAM ERROR=XXXX ON LUN XXX
15. VMCF ERROR=XXXXXX FOR LUN XXX
16. NO SINK AVAILABLE FOR LUN XXX
KEY/RECORD DISAGREE, KEY=XXXXXX RECORD: XXXXX
18. FACTOR XXXXXX NOT IN DATA DICTIONARY (XXXX)
19. LOGIC ERROR: XXXXXX XXXXX
XXXXX IS OUT OF RANGE XXXX IS AN INVALID XXXXX FOR COMPONENT (XXXX)
21. THIS OPTION NOT AVAILABLE AT THIS TIME
ACTION IS XXXX
22. NO XXXXXX FOUND IN XXXXX
23. XXXXXX RECEIVED BY XXXX IS INCORRECT
24. $CTS ERROR IN XXXX ROUTINE

12–9. Operation Errors.

The following list contains possible operation error messages and the corrective action to be taken for each.

Table 12–9A
Operation Error Messages

MESSAGE: XXXX - INVALID REGION **ACTION:** The user has entered an invalid region number. Select and enter another region number.
MESSAGE: DRC: XXXX, NOT VALID FOR OUR REGION **ACTION:** The user has entered the first two characters of a DRC credit code for a DRC to which the user does not have access. Select and enter the first two characters of a valid DRC credit code.
MESSAGE: INVALID LOCATION ID **ACTION:** The user has entered an invalid location ID. Select and enter a valid location ID.
MESSAGE: DRC: XXXX NOT FOUND **ACTION:** The user has entered characters for a DRC report and the specified DRC is not currently on file. Select and enter characters for another DRC.

Chapter 13
BALANCEC PROGRAM

Section I
PROGRAM SUMMARY

13–1. Purpose.

The BALANCE program reports the total number of accessions within a user specified CONUSA or MUSARC by year, month, week, or day, or any combination of these time frames. The number of total accessions may also be reported for these time frames. The report itself categorizes accessions into male/female, prior service/non-prior service, and other subdivisions. The BALANCEC report, therefore, enables the user to monitor accession rates for

specified CONUSAs or MUSARC by specified time frames. Additionally, total accessions may be monitored by specified time frames. Such information can be used in assessing enlistment/accession activity.

13–2. Applicability.

The BALANCEC program is accessed by the following user groups:

a. KEYSTONE Branch
b. Accession Management Branch
c. USAREC
d. CONUSAs
e. FORSCOM
f. ARCOM

13–3. Options.

BALANCEC provides the user with the option of choosing accession reports by the day, week, month, year, or any combination of these time frames. The program also allows the user to determine if the number of total accessions will be reported.

Section II
INPUT REQUIREMENTS

13–4. Data Items.

When a report for a particular MUSARC is desired, the user must enter the MUSARC name. When a report for a particular CONUSA is desired, the user must enter the CONUSA number.

13–4A. (Not used.)

(Paragraph not used.)

Section III
PROGRAM OPERATION

13–5. Initiation Procedures.

After completing the sign-on procedures described in Appendix B, the system prints the following message:

ENTER PROGRAM NAME, “LIST” OR “OFF”

The user enters BALANCEC and depresses the carriage RETURN key. The program is now ready to communicate with the user.

13–6. Execution Procedures.

To obtain a report on the number of accessions, follow the procedures below. See figures 13–1 and 13–2 for samples.

Table 13–6A
Execution Procedures to obtain a report on the number of accessions

RMSBCT:
CONUSA/MUSARC ACCESSIONS REPORT
ENTER “X” UNDER COLUMNS FOR TYPE OF REPORT, OR “ALL” OR “END”
TYPE OF REPORT: DAILY / WEEKLY / MONTHLY / YEARLY /
USER:
1. Keeping within the slashes, enter X under the type(s) of report(s)desired; or enter ALL under “DAILY” for a report including all time frames.
2. Depress the carriage return key.

RMSBCT: MUSARC (M), CONUSA (C), OR TOTAL ACCESSIONS (T):
USER:
1. Enter M to be able to report a specific MUSARC.
2. Enter C to be able to report a specific CONUSA and skip the following prompt.
3. Enter T to report only total accessions, regard less of geographic range.
4. Depress the carriage return key.

RMSBCT: If the user enters T above, BALANCEC prints the report as specified and RETURNs the user to the beginning of the program. If the user enters M above, BALANCEC prints the following:

Table 13–6A
Execution Procedures to obtain a report on the number of accessions—Continued

ENTER MUSARC NAMES OR “ALL”
MUSARC: / / / / / / / / /

USER:
1. Keeping within the slashes, enter the name(s)of the MUSARC(s)to be reported; or enter ALL for a report of all MUSARCs. In either case, skip the following prompt.
2. Depress the carriage return key.

RMSBCT: ENTER CONUSA NUMBERS UNDER COLUMNS OR “ALL”
CONUSA: / / / / / / / /
USER:
1. Keeping within the slashes, enter the number(s)of the CONUSA(s)to be reported; or enter ALL for a report of all CONUSAs.
2. Depress the carriage return key.

RMSBCT: INCLUDE TOTAL ACCESSIONS REPORT, (Y) OR (N):
USER:
1. Enter Y if a report of total accessions is desired as an additional listing in the report, or enter N if such a report is not desired.
2. Depress the carriage return key.

RMSBCT: Prints the report as specified, and returns the user to the beginning of the program:
ENTER “X” UNDER COLUMNS FOR TYPE OF REPORT, OR “ALL” OR “END”
TYPE OF REPORT: DAILY / WEEKLY / MONTHLY / YEARLY
USER:
1. Enter X(s)for additional reports, or enter END to terminate the program.
2. Depress the carriage return key.

```
CONUSA/MUSARC ACCESSIONS REPORT

ENTER "X" UNDER COLUMNS FOR TYPE OF REPORT, OR "ALL" OR "END"
TYPE OF REPORT:  DAILY / WEEKLY / MONTHLY / YEARLY /
                 :                          X
MUSARC (M), CONUSA (C), OR TOTAL ACCESSIONS (T):  C

ENTER CONUSA NUMBERS UNDER COLUMNS OR "ALL"
CONUSA:          /    /    /    /
      :    03   05
INCLUDE TOTAL ACCESSIONS REPORT, (Y) OR (N):  N


                          CONUSA ACCESSIONS REPORT
                            MONTH-TO-DATE REPORT
                                 MAY  1984

                                                 ****************  NPS  ****************
            TOT  PS  TRANS  PSR   NPS   ------HSG-----  ----NHSG-----  --CIHS---
            ACC  ENL                      I-              I-              I- IIIB
                                         IIIA IIIB   IV  IIIA IIIB  IV IIIA  -IV
USA3
MALE   :     24   7   10     0     7     2    1    1    2    0    1   0    0
FEMALE :      7   2    4     0     1     0    0    1    0    0    0   0    0
TOTAL  :     31   9   14     0     8     2    1    2    2    0    1   0    0


                                                 ****************  NPS  ****************
            TOT  PS  TRANS  PSR   NPS   ------HSG-----  ----NHSG-----  --CIHS---
            ACC  ENL                      I-              I-              I- IIIB
                                         IIIA IIIB   IV  IIIA IIIB  IV IIIA  -IV
USA5
MALE   :     42  14   18     0    10     3    2    0    2    1    0   1    1
FEMALE :     19   7    9     0     3     0    0    2    0    1    0   0    0
TOTAL  :     23  21   27     0    13     3    2    2    2    2    0   1    1

ENTER "X" UNDER COLUMNS FOR TYPE OF REPORT, OR "ALL" OR "END"
TYPE OF REPORT:  DAILY / WEEKLY / MONTHLY / YEARLY /
                 END
```

Figure 13–1. BALANCEC report sample

```
CONUSA/MUSARC ACCESSIONS REPORT

ENTER "X" UNDER COLUMNS FOR TYPE OF REPORT, OR "ALL" OR "END"
TYPE OF REPORT:  DAILY / WEEKLY / MONTHLY / YEARLY /
ALL
MUSARC (M), CONUSA (C), OR TOTAL ACCESSIONS (T):  T

                                REPORT FOR 26/12/83

                             ***TOTAL ACCESSIONS REPORT***

USAREC
                                          ****************   NPS   ****************
     TOT  PS  TRANS  PSR  NPS   ------HSG-----  -----NHSG-----  --CIHS---
     ACC  ENL                     I-              I-              I- IIIB
                                IIIA IIIB   IV  IIIA IIIB   IV  IIIA -IV
M:   905  108   369    0  428   159  88   63   24  15    0   79    0
F:   227   16    83    0  128    51  70    0    0   0    0    7    0
T:  1132  124   452    0  556   210 158   63   24  15    0   86    0

ENTER "X" UNDER COLUMNS FOR TYPE OF REPORT, OR "ALL" OR "END"
TYPE OF REPORT:  DAILY / WEEKLY / MONTHLY / YEARLY /
                 END
```

Figure 13-2. BALANCEC total accessions report sample.

SECTION IV. OUTPUT DESCRIPTION

13-7. Output. The BALANCEC program reports the total number of accessions by day, week, month, or year. The report may be broken down according to MUSARCs or according to CONUSAs, at the user's option. Table 13-1 explains the meaning of the abbreviated headings used in the report format.

Figure 13–2. BALANCEC total accessions report sample.

Section IV
OUTPUT DESCRIPTION

13–7. Output.

The BALANCEC program reports the total number of accessions by day, week, month, or year. The report may be broken down according to MUSARC or according to CONUSAs, at the user's option. Table 13–1 explains the meaning of the abbreviated headings used in the report format.

Table 13–1
BALANCED report description

Field Name	Field Label	Content Description
Total	TOT ACC	The total number of service accessions. (All enlistment types are included in this total.)
Total prior service	TOT PS	The total number of prior-service accessions (enlistment types PSN, PST, PSR).
Transfers	TRANS	The total number of transfers from National Guard to a USAR troop program unit, and from Individual Ready Reserve to a troop program unit (enlistment types TRR, TNG, RST).
Prior service	PSR	The number of prior-service enlistments into troop program units accessed by in-service recruiters (enlistment type PSR)
Non-prior service	NPS	The number of non-prior service accessions (enlistment types NPS, SPT, RSE).
High school graduate	HSG	The number of non-prior service accessions who are high school graduates.
Currently in high school	CIHS	The number of enlistees who are not high school seniors but who are still pursuing a high school diploma while a member of the USAR.
Non-high school graduate	NHSG	The number of enlistees who are not high school graduates and are not currently pursuing a high school diploma while a member of the USAR.
Mental category I-IIIA	I-IIIA	A category of accessions meeting an AFQT test criterion greater than 49.
Mental category	IIIB	A category of accessions meeting an AFQT test criterion between 31 and 49.
Mental category IV	IV	A category of accessions meeting a specified AFQT test criterion of 30 or less.

13–7A. (Not used.)

(Paragraph not used.)

Section V
ERROR MESSAGES AND CORRECTION PROCEDURES

13–8. System Errors.

The following is a representative list of possible system errors. If any such error messages appear, call the KEYSTONE Branch immediately.

1. Any message which contains one of the following phrases:
   XXXX FILE NOT INCREMENTED
   XXXX FILE NOT DECREMENTED
   XXXX FILE NOT UPDATED
2. Any message which contains one of the following phrases:
   COUNTERS WOULD BECOME NEGATIVE
   UNSUCCESSFUL UPDATE OF XXXXX
   RESERVATIONS WOULD BECOME NEGATIVE
3. **** TRACE BACK ****
   ENTRY POINT ENTRY ADDRESS RETURN ADDRESS
   XXXXXXXX ZZZZZZZZ ZZZZZZZZ
4. ERROR: ON LUN=XXXXXX
   VSAM ERROR RETURN CODE=XXXXXX
   ACTION CODE=XXX
   KEYS (IN HEX)=ZZZZZZZZ, ZZZZZZZZ
   RECORD TYPE=XXX
   SPARE VARIABLE X=XXXXXX
   CALL KEYSTONE BRANCH
5. SYSTEM ERROR: INVALID XXXXX IN XXXX
   : ILLEGAL XXXXXX
   : OCCURRED IN XXX WHEN CALLING XXXX
   : IN XXXXXX WHEN RUNNING XXXXX

: RETURNED BY XXXX
: ERROR IN XXXX
: XXXX NOT FOUND
: RECORD DESCRIPTOR HAS XXXXXXX RETURN CODE IS XX
: PLEASE CALL KEYSTONE BRANCH

6. ERROR: READING XXXXX
: INVALID XXXX INDICATOR IN SUBROUTINE XX
: XXX NOT FOUND ON XXXX FILE
: XXXXX ERROR-SUBROUTINE XXXXXX
: SIOXX-FOR KEY XXXXXX AND ACTION XXXX NUMREC=XXXXXXXX
: ILLEGAL XXXX PASSED TO XXXXXX
: BAD XXXX IN XXXXXX
: IN XXXXX - XXXXXX
: CANNOT FIND XXXX ON XXXXXX
7. FATAL ERROR - XXXXXX
8. SIOXX ERROR: XXXXXX
9. INVALID XXXXX IN SIOXX
10. INVALID VALUE FOR XXXXX IN XXXXXX
11. BAD RETURN FROM XXXX IN XXXXXX
12. PROBLEM WITH XXXX XXXX RECORD
VALIDATING XXXXXX IN XXXXXX
READING XXXXXXX
IN XXXXXX
13. UNABLE TO GET DATA FROM XXXXXX
VALIDATE XXXX - XXXXXX
DECODE XX TYPE XXXXXX
14. VSAM ERROR=XXXX ON LUN XXX
15. VMCF ERROR=XXXXXX FOR LUN XXX
16. NO SINK AVAILABLE FOR LUN XXX
17. KEY/RECORD DISAGREE, KEY=XXXXXX RECORD: XXXXX
18. FACTOR XXXXXX NOT IN DATA DICTIONARY (XXXX)
19. LOGIC ERROR: XXXXXX XXXXX
20. XXXXX IS OUT OF RANGE XXX IS AN INVALID XXXXX FOR COMPONENT (XXXX)
21. THIS OPTION NOT AVAILABLE AT THIS TIME
ACTION IS XXXX
22. NO XXXXXX FOUND IN XXXXX
23. XXXXXX RECEIVED BY XXXX IS INCORRECT
24. $CTS ERROR IN XXXX ROUTINE

13–9. Operation Errors.

The following list contains possible operation errors and the corrective action to be taken for each.

Table 13–9A
Operation Error Messages

MESSAGE: N/A
MESSAGE: INVALID MUSARC FOR YOUR LOCID **ACTION:** The user does not have access to the specified MUSARC. Select and enter another MUSARC.
MESSAGE: MUSARC XXXX NOT FOUND **ACTION:** The user has entered the name of a MUSARC which is not currently on file. Enter the name of another MUSARC.
MESSAGE: CONUSA: XX NOT FOUND **ACTION:** The user has entered the number of a CONUSA which is not currently on file. Enter the number of another CONUSA.

Chapter 14
BONMANAG PROGRAM

Section I
PROGRAM SUMMARY

14–1. Purpose.
The BONMANAG program enables the Army Reserve user to determine the status of a particular three-character MOS in regard to the Unit Vacancy Bonus (UVBONUS) file. If an MOS is on the UVBONUS file, a bonus is attached to any Reserve unit vacancy for that MOS. The MOS may be added to or deleted from the UVBONUS file. A report option allows the user to display the list of all MOSs, in three-character form, currently on the file.

14–2. Applicability.
The BONMANAG program is accessed by the following user groups:

a. Accession Management Branch
b. OCAR/FORSCOM CONUSA
c. REQUEST/RETAIN Branch

14–3. Functions.
BONMANAG has two functions. These include:

a. To determine the status of a particular three-character MOS in regard to the UVBONUS file and to add or delete the particular MOS.

b. To report (display) the list of all MOSs currently on the UVBONUS file.

Section II
INPUT REQUIREMENTS

14–4. Data Items.
BONMANAG requires the user to enter a three-character MOS code.

14–4A. (Not used.)
Not Used..

Section III
PROGRAM OPERATION

14–5. Initiation Procedures.
After completing the sign-on procedures described in Appendix B, the system prints the following message:

ENTER PROGRAM NAME, “LIST”, OR “OFF”

The user enters BONMANAG and depresses the carriage return key. The program is now ready to communicate with the user.

14–6. Procedures.
Follow the procedures described below to report the contents, of the UVBONUS file or to determine the status of a particular MOS and add or delete it.

Table 14–6A
Procedures

BONMANAG: ENTER MOS3, REPORT (R) OR END (E)
USER:
1. Enter a three-character MOS to determine whether or not it is on the UVBONUS file.
2. Enter R to display the contents of the file.
3. Enter E to terminate the program.
4. Depress the carriage return key.

BONMANAG: Displays all the MOSs currently on the file if R was entered above and returns the user to the initial prompt. See figure 14–1 for

Table 14–6A
Procedures—Continued

a sample.
or
USER: N/A

BONMANAG: Displays one of the following:
MOS XXX IS NOT A BONUS MOS
ADD MOS TO BONUS FILE? (Y/N)

MOS IS A BONUS MOS
REMOVE MOS FROM BONUS FILE? (Y/N)
USER:
1. Enter Y to add or delete an MOS.
2. Enter N to leave the MOS status unchanged.
3. Depress the carriage return key.

BONMANAG: Returns the user to the initial prompt. See figure 14ndash;2 for a sample execution.
USER: N/A

```
ENTER MOS3, REPORT (R) OR END (E)  R
                 REPORT OF EVERY MOS ON THE BONUS FILE

01H 05D 05G 05H 05K 11B 11H 11X 12B 12C 12E 12F 12Z 13B 13C 13E
13F 13R 13W 13Y 13Z 15D 15E 15J 16H 16P 16S 17B 17C 19D 19E 19F 19G
19H 19J 19K 19L 19Z 35G 35U 42C 42D 42E 54C 54E 54Z 71G 82C 91B 91C
91D 91E 91F 91G 91H 91J 91L 91N 91P 91Q 91R 91S 91T 91U 91V 91W 91Y
92B 92D 93F 95B 98C 98G 98J 98Z

ENTER MOS3, REPORT (R) OR END (E)  E
```

Figure 14–1. BONMANAG report of UVBONUS file contents

```
ENTER MOS3, REPORT (R) OR END (E)  99Z
MOS 99Z IS NOT A BONUS MOS
ADD MOS TO BONUS FILE?  (Y/N)  Y
ENTER MOS3, REPORT (R) OR END (E)  99Z
MOS 99Z IS A BONUS MOS
REMOVE MOS FROM BONUS FILE?  (Y/N)  Y
ENTER MOS3, REPORT (R) OR END (E)  E
```

Figure 14–2. BONMANAG specific MOS status check with addition and deletion

Section IV
OUTPUT DESCRIPTION

14–7. Output.

The output from the BONMANAG program relates the bonus status of MOSs. The appearance of an MOS on the file causes the bonus field to be flagged ’M’ on reports of Reserve unit vacancies with the same MOS, meaning that a bonus is associated with a reservation in that unit for that MOS. This information may be used to interest an applicant in making a Reserve unit vacancy reservation.

14–7A. (Not used.)

(Paragraph not used.)

Section V
ERROR MESSAGES AND CORRECTION PROCEDURES

14–8. System Errors.

The following is a representative list of possible system errors. If any such error messages appear, call the REQUEST/RETAIN Branch immediately.

1. Any message which contains one of the following phrases:
   XXXX FILE NOT INCREMENTED
   XXXX FILE NOT DECREMENTED
   XXXX FILE NOT UPDATED
2. Any message which contains one of the following phrases:
   COUNTERS WOULD BECOME NEGATIVE
   UNSUCCESSFUL UPDATE OF XXXXX
   RESERVATIONS WOULD BECOME NEGATIVE
3. **** TRACE BACK ****
   ENTRY POINT ENTRY ADDRESS RETURN ADDRESS
   XXXXXXXX ZZZZZZZZ ZZZZZZZZ
4. ERROR: ON LUN=XXXXXX
   VSAM ERROR RETURN CODE=XXXXXX
   ACTION CODE=XXX
   KEYS (IN HEX)=ZZZZZZZZ, ZZZZZZZZ
   RECORD TYPE=XXX
   SPARE VARIABLE X=XXXXXX
   CALL REQUEST/RETAIN BRANCH
5. SYSTEM ERROR : INVALID XXXXX IN XXXX
   : ILLEGAL XXXXXX
   : OCCURRED IN XXX WHEN CALLING XXXX
   : IN XXXXXX WHEN RUNNING XXXXX
   : RETURNED BY XXXX
   : ERROR IN XXXX
   : XXXX NOT FOUND
   : RECORD DESCRIPTOR HAS XXXXXXX RETURN CODE IS XX
   : PLEASE CALL REQUEST/RETAIN BRANCH
6. ERROR: READING XXXXX
   : INVALID XXXX INDICATOR IN SUBROUTINE XX
   : XXX NOT FOUND ON XXXX FILE
   : XXXXX ERROR-SUBROUTINE XXXXXX
   : SIOXX-FOR KEY XXXXXX AND ACTION XXXX NUMREC=XXXXXXXX
   : ILLEGAL XXXX PASSED TO XXXXXX
   : BAD XXXX IN XXXXXX
   : IN XXXXX - XXXXXX
   : CANNOT FIND XXXX ON XXXXXX
7. FATAL ERROR - XXXXXX
8. SIOXX ERROR: XXXXXX
9. INVALID XXXXX IN SIOXX
10. INVALID VALUE FOR XXXXX IN XXXXXX
11. BAD RETURN FROM XXXX IN XXXXXX
12. PROBLEM WITH XXXX XXXX RECORD
    VALIDATING XXXXXX IN XXXXXX
    READING XXXXXXX
    IN XXXXXX
13. UNABLE TO GET DATA FROM XXXXXX
    VALIDATE XXXX - XXXXXX
    DECODE XX TYPE XXXXXX
14. VSAM ERROR=XXXX ON LUN XXX
15. VMCF ERROR=XXXXXX FOR LUN XXX
16. NO SINK AVAILABLE FOR LUN XXX
17. KEY/RECORD DISAGREE, KEY=XXXXX RECORD: XXXXX

18. FACTOR XXXXXX NOT IN DATA DICTIONARY (XXXX)
19. LOGIC ERROR: XXXXXX XXXXX
20. XXXXX IS OUT OF RANGE XXXX IS AN INVALID XXXXX FOR COMPONENT (XXXX)
THIS OPTION NOT AVAILABLE AT THIS TIME
ACTION IS XXXX
22. NO XXXXXX FOUND IN XXXXX
23. XXXXXX RECEIVED BY XXXX IS INCORRECT
24. $CTS ERROR IN XXXX ROUTINE

14–9. Operation Errors.

The following list contains possible operation error messages and the corrective action to be taken for each.

Table 14–9A
Operation Error Messages

MESSAGE: INVALID MOS3 **ACTION:** The user has entered an invalid three-digit MOS. Enter a valid three-digit MOS code.

Chapter 15
UVMANAGE PROGRAM

Section I
PROGRAM SUMMARY

15–1. Purpose.

The UVMANAGE program enables the user to add, change, or delete unit vacancies on the Unit Vacancy list (UVL).

15–2. Applicability.

The UVMANAGE program is accessed by the following user groups:

a. KEYSTONE Branch
b. Accession Management Branch
c. FORSCOM
d. ARCOMS

15–3. Functions.

UVMANAGE has three functions: Add, Change and Delete.

a. Add function. The user may add records to the UVL file on the basis of the record's unit identification code (UIC). Multiple entries of the same record may be made by specifying the number of times the entry is to be repeated. An important feature of the program is its ability automatically to insert standard messages into all records written to a particular UIC. A standard 12-character message, if any, is inserted by the program into the comments field whenever a record is added. This UIC message may be placed on the system by using the UICMAN program, and is in addition to any 36-character comment the user may enter in the Add function of this program. Both messages may be viewed by using the Display user option and may be deleted (from the record being added only) by the user of the UVMANAGE program with the Change user option.

b. Change function. The user may change any field of a record on the UVL file except for the control number. Changes are processed singly by using the CHANGE user option, in which case individual fields may be changed, or processed multiply, in which case only the UIC field may be changed and is changed for all records for the entered UIC at once.

c. Delete function. The user may delete single records or entire blocks of records which have a UIC in common. Additionally, the user may delete up to seven records at once by their individual control numbers.

15–4. Options.

UVMANAGE provides the use with the following options:

Table 15–1
UVMANAGE user options

User Options	Function
Display	Enter D to display the newly-entered data items.
Change	Enter C, a space, the first three characters of the label of the field to be changed, another space, then the new data. See figure 15–1.
OK	Enter 0 to verify that the newly-input data is correct.
End	Enter E to return to the initial prompt.
Control	Enter the seven-digit control number of the record to be changed or deleted. Up to seven records, identified by their control numbers and separated by slashes, may be deleted at one time.
All	Enter A to delete all the records under a UIC or to change the UIC of an entire block of records.

Section II
INPUT REQUIREMENTS

15–5. Data Items.

The UVMANAGE program requires that the user enter data items pertaining to the nature of the Reserve unit vacancy to be added, or which change previously existing data regarding the vacancy, or which identify the vacancy for purposes of locating the record in the UVL file. Table 15–2 provides a complete description of UVMANAGE input data items. Numbers in parentheses indicate the maximum length of each data item.

Table 15–2
UVMANAGE input data items

Field Name	Field Label	Valid Values
Unit identification code	UIC (7)	Enter the seven-digit identification code of the unit associated with the vacancy or vacancies.
MOS code	MOSA (4)	Enter the four-character Military Occupational Specialty code of the vacancy.
Unit vacancy date	DATE (4)	Enter the year and month, in YYMM format, on which the vacancy will begin.
Special qualification indicator	SQI(1)	Enter the single-character code of the special qualification required by the vacancy as listed below: A Technical Intelligance B Unit Interpersonal Relations Worker C CBR D Civil Affairs Operations E Northern Warfare Expert F Flying Status G Ranger H Instructor I Installer J Scuba K Logistics NCO L Linguist M First Sergeant N White House Communications Agency O None P Parachutist Q Race Relations Instructor R Research, Development, Test and Evaluation S Special Forces T Transition U Track Personnel/Cargo Driver V Range/Parachutist W Psychological Warfare X Drill Instructor Y Pathfinder Z Alcohol and Drug Abuse Program

Table 15–2
UVMANAGE input data items—Continued

Field Name	Field Label	Valid Values
Pay grade	GRD (1)	Enter the single-digit pay grade of the vacancy.
Sex code	SEX (1)	Enter the sex requirement of the vacancy from those below: F=female M=male X=no requirement.
Security investigation status	SEC (1)	Enter the one-character security status requirement code of the vacancy from those listed below A Favorable Background Investigation (BI) completed. B Favorable National Agency Check (NAC) completed. C Favorable Local Files Check (LFC) completed. D Favorable LFC completed, plus two years of continuous active duty. E Confidential. F Favorable NAC completed, BI initiated but not completed. G Favorable Entrance National Agency check (ENTNAC) completed. H NAC completed; individual is PRP qualified. I NAC completed; individual is not PRP qualified. J Secret. K Favorable LFC completed, NAC initiated but not completed. L Top secret. M BI initiated but not completed. N BI completed; individual is PRP qualified. 0 BI completed; individual is not PRP qualified. P ENTNAC initiated but not completed. Q ENTNAC completed; individual is PRP qualified. R ENTNAC completed; individual is not PRP qualified. S Special Background Investigation (SBI)—performed and is certified for Special Intelligence (SI) access. T SBI—Performed and is not certified for Special Intelligence (SI) access. U SBI—Performed and is certified for E/W Crypton Special Intelligence Assignment. V SBI—Performed and is not currently certified for E/W Crypton Special Intelligence Assignment. W None. X No investigation initiated: or deletion of other codes from database. Y Ineligible for security clearance. Z Review of DODNACC dossier required prior to security clearance determination.
Additional Skill Identifier Code	ASI (2)	Enter the vacancy's requirement for additional skills. See AR 611–201 for a list of valid Skill Identifier codes.
Language identification code	LANG (2)	Enter the vacancy's requirement for language skills. See AR 611–6 for valid Language Identification codes and their titles.
Vacancy priority number	PRIORITY (1)	Enter the single-digit number indicating the priority assigned to filling the vacancy. Only management users may assign a priority 1.
Comments	COMMENTS (35)	Enter up to 35 characters as comments pertaining to the vacancy (free-form).
Location ID	LOCID (3)	Enter the user's three-character location ID.
Control number	CONTROL (7)	Enter the seven-digit control number of the vacancy to be accessed.

15–5A. (Not used.)

(Paragraph not used.)

Section III
PROGRAM OPERATION

15–6. Initiation Procedures.

After completing the sign-on procedures described in Appendix B, the system prints the following message:

ENTER PROGRAM NAME, “LIST” OR OFF

The user enters UVMANAGE and depresses the carriage return key. The program is now ready to communicate with the user.

15–7. Add Procedures.

Follow the procedures below to ADD a record or records. See figures 15–1 and 15–2 for sample executions.

Table 15–7A
Add procedures

UVMANAGE: ADD, DELETE, CHANGE OR END
USER:
1. Enter A.
2. Depress the carriage RETURN key.

UVMANAGE: ENTER UIC OR END
USER:
1. Enter the UIC of the unit to which the vacancy is to be added.
2. Depress the carriage RETURN key.

UVMANAGE: Prints a line of data item labels separated by slashes.
USER:
1. Keeping within the slashes, enter under each label the required data.
2. Depress the carriage RETURN key.

UVMANAGE: DISPLAY, CHANGE, OK OR END?
USER:
1. Enter the desired option. See paragraph 15–4 for instructions. If D or C is entered, the program will return to this prompt after the display or change is complete. If O (OK) is chosen, proceed to the next prompt.
2. Depress the carriage RETURN key.

UVMANAGE: COMMENTS
USER:
1. Taking care not to extend the entry past the slash, enter an appropriate comment up to 35 characters in length.
2. Depress the carriage return key.

UVMANAGE: DISPLAY, CHANGE, OK OR END?
USER:
1. Enter the desired option. See paragraph 15–4 for instructions. If D or C is chosen the program will eventually return to this prompt. If O (OK) is entered, proceed to the next prompt.
2. Depress the carriage RETURN key.

UVMANAGE: ENTER NUMBER OF RECORDS TO BE WRITTEN TO THE FILE OR END
USER:
1. Enter the number of times the vacancy record is to occur or enter END to return to the opening prompt.
2. Depress the carriage RETURN key.

UVMANAGE:
1. If only one record was written, the program will display the record’s control number and inform the user of any bonus code attached to the new record. If more than one record was written, the program will print the bonus message but not the control numbers. The UVROLLUP program may be used to obtain the control numbers of these multiple records. See figures 15–1 and 15–2.
2. ENTER UIC OR END

USER:
1. Enter another UIC or enter END to return to the opening prompt.
2. Depress the carriage RETURN key.

15–8. Delete Procedures.

Follow the procedures below to delete a vacancy record or records. See figures 15–3 and 15–4 for sample executions.

Table 15–8A
Delete procedures

UVMANAGE: ADD, DELETE, CHANGE OR END
USER:
1. Enter D.
2. Depress the carriage return key.

UVMANAGE: UIC OR END
USER:
1. Enter the UIC of the unit under which the vacancy is listed.
2. Depress the carriage return key.

UVMANAGE: CONTROL, ALL OR END
USER:
1. Enter the control number of the vacancy to be deleted or enter ALL if all of the vacancies for the UIC are to be deleted. Enter END to exit this structure.
2. Depress the carriage return key.

UVMANAGE:
1. If the user selected the CONTROL option, the program displays a message confirming the deletion and returns to the above prompt.
2. If the user selected ALL, the program displays a message indicating how many records were deleted and proceeds to the next prompt.
3. If the user selected END, the program displays the prompt: UIC OR END.

USER:
1. Enter another UIC or enter END to exit the function.
2. Depress the carriage RETURN key.

15–9. Change Data.

Follow the procedures below to change data in a record or records. See figures 15–4 and 15–5 for sample procedures.

Table 15–9A
Delete procedures

UVMANAGE: ADD, DELETE, CHANGE OR END
USER:
1. Enter C.
2. Depress the carriage RETURN key.

UVMANAGE: UIC OR END
USER:
1. Enter the UIC of the unit for which the vacancy is listed.
2. Depress the carriage RETURN key.

UVMANAGE: ENTER CONTROL, ALL OR END
USER:
1. To modify one vacancy enter the control number of the vacancy to be changed. The program will display the option prompt: DISPLAY, CHANGE, OK OR END. See paragraph 15-4 for instructions and figure 15–6 for a sample.
2. Enter ALL to move all of the vacancies in one UIC to another UIC. Proceed to the next prompt.
3. Enter END to return to the initial program prompt.

UVMANAGE: ENTER NEW UIC OR END
USER:
1. Enter the Unit Identification code of the new unit to which all of the vacancies are to be transferred.
or
2. Enter END to RETURN to the initial program prompt.

Table 15–9A
Delete procedures—Continued

UVMANAGE: ***WARNING***
YOU ARE IN THE PROCESS OF CHANGING ALL THE VACANCIES WITH A UIC OF XXXXXXX TO XXXXXXX
DO YOU WISH TO CONTINUE? Y/N

USER: 1. Enter Y or N and depress the carriage return key.

UVMANAGE: Displays a message indicating the number of records changed and prompt:
UIC OR END

USER:
1. Enter another UIC to begin processing records for another unit or enter END to exit the function.
2. Depress the carriage return key.

```
ADD, DELETE, CHANGE OR END
A
ENTER UIC OR END
WAK7ODOA
MOS4/ SQI/ GRD/ SEX/ SEC/ ASI/ DATE/ LANG/ PRIORITY/
12C1   Z    4    M    W   Z9   8311   FR    4
DISPLAY, CHANGE, OK, OR END?  D
MOS4/ SQI/ GRD/ SEX/ SEC/ ASI/ DATE/ LANG/ PRIORITY/
12C1   Z    4    M    W   Z9   8108   FR    4
DISPLAY, CHANGE, OK, OR END?  C MOS 13C1
DISPLAY, CHANGE, OK, OR END?  D
MOS4/ SQI/ GRD/ SEX/ SEC/ ASI/ DATE/ LANG/ PRIORITY/
13C1   Z    4    M    W   Z9   8108   FR    4
DISPLAY, CHANGE, OK, OR END?  OK
COMMENTS                              /
THIS IS A TEST CASE
DISPLAY, CHANGE, OK, OR END?  D
COMMENTS                              /
THIS IS A TEST CASE
DISPLAY, CHANGE, OK, OR END?  OK
ENTER NUMBER OF RECORDS TO BE WRITTEN TO THE FILE OR END
1
YOUR CONTROL NUMBER IS:  4054479
ENTER UIC OR END
E
ENTER UIC OR END
WAK7DOA
```

Figure 15–1. UVMANAGE Add function example showing use of Display, Change, and OK options

```
MOS4/ SQI/ GRD/ SEX/ SEC/ ASI/ DATE/ LANG/ PRIORITY/
12X1   W    4    M    X   Z9   8108   SP    5
DISPLAY, CHANGE, OK, OR END?  OK
COMMENTS                              /
THIS IS A TEST CASE
DISPLAY, CHANGE, OK, OR END?  OK
ENTER NUMBER OF RECORDS TO BE WRITTEN TO THE FILE OR END
6
ENTER UIC OR END
END
ADD, DELETE, CHANGE OR END
END
```

Figure 15–2. UVMANAGE Add function writing multiple records.

```
ADD, DELETE, CHANGE OR END
D
UIC OR END
WRUGAAA
CONTROL, ALL, OR END
21769363/2176964/2176970/2176971
WRUGAAA   2176963   DELETED
WRUGAAA   2176964   DELETED
WRUGAAA   2176970   DELETED
WRUGAAA   2176971   DELETED
CONTROL, ALL OR END
END
```

Figure 15–3. UVMANAGE Delete function using Control option

```
ADD, DELETE, CHANGE OR END
D
UIC OR END
WAK7DOA
CONTROL, ALL, OR END
ALL
I4 RECORDS DELETED FOR:  WAK7DOA
UIC OR END
END
ADD, DELETE, CHANGE OR END
END
```

Figure 15–4. UVMANAGE Delete function using All option.

```
ADD, DELETE, CHANGE OR END
C
UIC OR END
WAK7DOA
ENTER CONTROL, ALL OR END
ALL
ENTER NEW UIC OR END
WAK7DOB
*** WARNING ***
YOU ARE IN THE PROCESS OF CHANGING ALL THE VACANCIES
WITH A UIC OF WAK7DOA TO WAK7DOB
DO YOU WISH TO CONTINUE?  Y/N
Y
YOU CHANGED 13 RECORDS.
UIC OR END
END
```

Figure 15–5. UVMANAGE Change function showing procedure for changing UIC of an entire block of records

```
ADD, DELETE, CHANGE OR END
C
UIC OR END
WAK7ODO
ENTER CONTROL, ALL OR END
1054492
MOS4/ SQI/ GRD/ SEX/ SEC/ ASI/ DATE/ LANG/ PRIORITY/
11B1   A    4    X    A   A1   8108   FR    1
DISPLAY, CHANGE, OK, OR END?  C MOS 11C1
DISPLAY, CHANGE, OK, OR END?  C SEX M
DISPLAY, CHANGE, OK, OR END?  D
MOS4/ SQI/ GRD/ SEX/ SEC/ ASI/ DATE/ LANG/ PRIORITY/
11C1   A    4    M    A   A1   8108   FR    1
DISPLAY, CHANGE, OK, OR END?  OK
COMMENTS                                /
THIS IS A TEST CASE
DISPLAY, CHANGE, OK, OR END?  OK
```

Figure 15–6. UVMANAGE Change functions showing procedure for changing data in an individual record

Section IV
OUTPUT DESCRIPTION

15–10. Output Description.

The UVMANAGE program produces no output other than that displayed for purposes of editing input or confirming deletions. All input data items are described in table 15–2.

15–10A. (Not used.)

(Paragraph not used.)

Section V
ERROR MESSAGES AND CORRECTION PROCEDURES

15–11. System Errors.

The following is a representative list of possible system errors. If any such error messages appear, call the KEYSTONE Branch immediately.

1. Any message which contains one of the following phrases:
   XXXX FILE NOT INCREMENTED
   XXXX FILE NOT DECREMENTED
   XXXX FILE NOT UPDATED
2. Any message which contains one of the following phrases:
   COUNTERS WOULD BECOME NEGATIVE
   UNSUCCESSFUL UPDATE CF XXXXX
   RESERVATIONS WOULD BECOME NEGATIVE
3. **** TRACE BACK ****
   ENTRY POINT ENTRY ADDRESS RETURN ADDRESS
   XXXXXXXX ZZZZZZZZ ZZZZZZZZ
4. ERROR: ON LUN=XXXXXX
   VSAM ERROR RETURN CODE=XXXXXX
   ACTION CODE=XXX
   KEYS (IN HEX)=ZZZZZZZZ, ZZZZZZZZ
   RECORD TYPE=XXX
   SPARE VARIABLE X=XXXXXX
   CALL KEYSTONE BRANCH
5. SYSTEM ERROR : INVALID XXXXX IN XXXX
   : ILLEGAL XXXXXX
   : OCCURRED IN XXX WHEN CALLING XXXX
   : IN XXXXXX WHEN RUNNING XXXXX
   : RETURNED BY XXXX
   : ERROR IN XXXX
   : XXXX NOT FOUND
   : RECORD DESCRIPTOR HAS XXXXXXX RETURN CODE IS XX
   : PLEASE CALL KEYSTONE BRANCH
6. ERROR : READING XXXXX
   : INVALID XXXX INDICATOR IN SUBROUTINE XX
   : XXX NOT FOUND ON XXXX FILE
   : XXXXX ERROR-SUBROUTINE XXXXXX
   : SIOXX-FOR KEY XXXXXX AND ACTION XXXX NUMREC=XXXXXXXX
   : ILLEGAL XXXX PASSED TO XXXXXX
   : BAD XXXX IN XXXXXX
   : IN XXXXX - XXXXXX
   : CANNOT FIND XXXX ON XXXXXX
7. FATAL ERROR - XXXXXX
8. SIOXX ERROR: XXXXXX
9. INVALID XXXXX IN SIOXX
10. INVALID VALUE FOR XXXXX IN XXXXXX
11. BAD RETURN FROM XXXX IN XXXXXX
12. PROBLEM WITH XXXX XXXX RECORD
    VALIDATING XXXXXX IN XXXXXX
    READING XXXXXXX
    IN XXXXXX
13. UNABLE TO GET DATA FROM XXXXXX
    VALIDATE XXXX - XXXXXX
    DECODE XX TYPE XXXXXX
14. VSAM ERROR=XXXX ON LUN XXX
15. VMCF ERROR=XXXXXX FOR LUN XXX
16. NO SINK AVAILABLE FOR LUN XXX
17. KEY/RECORD DISAGREE, KEY=XXXXX RECORD: XXXXX
18. FACTOR XXXXXX NOT IN DATA DICTIONARY (XXXX)
19. LOGIC ERROR: XXXXXX XXXXX
20. XXXXX IS OUT OF RANGE XXXX IS AN INVALID XXXXX FOR COMPONENT (XXXX)

21. THIS OPTION NOT AVAILABLE AT THIS TIME
    ACTION IS XXXX
22. NO XXXXXX FOUND IN XXXXX
23. XXXXXX RECEIVED BY XXXX IS INCORRECT
24. $CTS ERROR IN XXXX ROUTINE
25. x ERROR IN GETVAL CALL IN UVCKSX
26. x ERROR IN CALL TO TRN141 IN UVCKSX TO GET HCPC

15–12. Operation and Information Error Messages.

The following list contains possible operation error and information messages and the corrective action to be taken in each case.

Table 15–12A
Operation and Information Error messages

MESSAGE:
1. -ILLEGAL FACTOR NAME
2. -ONLY FIRST XX CHAR(S) USED
3. -ILLEGAL DATE
4. -FACTOR VALUE MAY NOT BE CHANGED AT THIS TIME

5. -FACTOR VALUE MUST BE INTEGER
6. -FACTOR VALUE EXCEEDS LIMIT XXXXXXXXX
7. -RESTRICTED FACTOR
8. -NO BLANK OUT FOR REQUIRED FACTOR
9. -NON-NUMERIC VALUE OF FACTOR XXXXXXXXXXXX
10. -VALUE EXCEEDS XXXXXXXXX FOR FACTOR XXXXXXXXXXXX
11. -ILLEGAL DATE FOR XXXXXXXXXXXX
12. XXXXXXXX IS NOT A VALID UNIT IDENTIFICATION CODE
13. -REQUIRED FACTOR XXXXXXXXXXXX
14. -ILLEGAL VALUE OF FACTOR XXXXXXXXXXXX
15. -ILLEGAL DATE OF FACTOR XXXXXXXXXXXX
16. -NO BLANK OUT FOR REQUIRED FACTOR XXXXXXXXXXXX
17. INVALID YYMM DATE
18. IMPROPER ANSWER

ACTION: The above messages all refer to errors made by the user in entering data or in leaving required fields blank. Verify the data and reenter it in the proper format.

MESSAGE: NO VACANCIES ON FILE FOR XXXXXXXX
ACTION: This is an information message. The user has entered the UIC of a reserve unit which lists no vacancies on the UVL file. No changes can be made.

MESSAGE: NOT FOUND
ACTION: While the deletion or change was being processed, the vacancy was filled and the record no longer resides on the UVL file. This is an information message.

MESSAGE: XXXXXXXX IS NOT ON THE FILE
ACTION: This is an information message. The entered control number is not listed on the UVL file.

MESSAGE: XXXXXXXX IS NOT ON THE FILE. THUS CANNOT BE DELETED
ACTION: The entered UIC is not listed on the UVL file. This is an information message.

MESSAGE: YOU CAN NOT ADD VACANCIES WITH PRIORITY 1 ON FILE 1.
ACTION: Only management users may assign a vacancy with priority 1. Re-enter a priority code greater than one.

MESSAGE: MOS NOT AUTHORIZED TO FEMALE
ACTION: This MOS4 is not available to female soldiers.

MESSAGE: UNIT NOT AUTHORIZED TO FEMALES
ACTION: This unit has too high a combat probability rating to get female soldiers.

Chapter 16
CHGAR PROGRAM

Section I
PROGRAM SUMMARY

16–1. Purpose.

The CHGAR program allows the Army Reserve user to display an existing AR recruit record; to create an AR recruit record; to cancel an AR recruit record created by CHGAR; to modify an existing AR recruit record; or to unverify a previously verified AR recruit record. New or changed information updates the RECRUIT file, the PREVNT file, and the BALANCAR file where applicable. However, CHGAR does not affect any other files. Therefore, extreme caution is required when adding to or changing information on the Recruit file in order to avoid a conflict with information contained elsewhere.

16–2. Applicability.

The CHGAR program is accessed by the following user groups:

a. USAREC

b. Accessions Management Branch

c. KEYSTONE Branch

16–3. Functions.

CHGAR provides the user with the following five functions to be used in manipulating an Army Reserve recruit record.

a. Create record. Allows the user to create a completely new Army Reserve recruit record. The user's ID is added to the recruit's record.

b. Display record. Allows the user to display one or more Army Reserve recruit records.

c. Modify record. Allows the user to change factor items in an existing Army Reserve recruit record. The user's ID is added to the recruit's record and the update counter is incremented to show how many times the record has been modified. Note: Certain data items cannot be changed using this function. For instance, Enlistment date, Reception Station date, and ship date cannot be changed for NPS or PS applicants; Reception Station date cannot be changed for SP1 or SP2 enlistment types; an NPS enlistment type cannot be changed to PS, nor vice-versa. In addition, SP1 and SP2 enlistment types cannot be changed to non-split training enlistment types unless the record was created using CHGAR. Finally, training enlistment type cannot be changed if a SP2 record exists on this component.

d. Cancel record. Allows the user to cancel an Army Reserve recruit record created by CHGAR.

e. Unverify record. Allows the user to unverify a previously verified Army Reserve recruit record.

16–4. Options.

CHGAR provides the user with options in the Create record, Modify record, and Unverify record functions. Table 16–1 outlines the procedures used in executing these options. The user should note in particular the variations available under the change or change factor option.

Table 16–1
CHGAR user option procedures

	PROMPT/MESSAGE		RESPONSE	NEXT PROMPT
1.	CHANGE RECORD(C), DISPLAY(D), (OK(0) OR END(E)? (Create Record Function) OR	1.	Enter C and depress the carriage return key to change the value of a factor(s) in the record.	3
2.	CHANGE(C), DISPLAY(D), OK(0), OR END(E)? (Modify Record function)	2.	Enter D and depress the carriage return key to display the record and/or newly entered or information. CHGAR prints the specified record and repeats the user option prompt.	1 or 2
		3.	Enter 0 and depress the carriage return key to verify that the record as it is displayed or the newly entered change is correct.The OK option must be used after the Display, Change or Unverify Access or Unverify Ship options for any newly entered data to be posted to the Recruit Record and to return the user to the procedures of the Create Record or the Modify Record function.	

Table 16–1
CHGAR user option procedures—Continued

	PROMPT/MESSAGE		RESPONSE	NEXT PROMPT
		4.	Enter E and depress the carriage return key to exit from the user option mode. If any changes or unverifloat ions have been made without using the OK option. They will not be posted to the Recruit record.	7
3.	CHANGE ENTIRE RECORD(l) OR BY FACTOR(2)	1.	Enter 1 and depress the carriage return key to make extensive changes in a or record. CHGAR prints the entire record line by line. Enter new factor values under the old values or blanks, keeping between the slashes. Depress the carriage return key to move to the next line. Note: Factor values must be changed to other valid values.	1 or 2
		2.	Enter 2 and depress the carriage return key to change a particular factor.	4
4.	ENTER FACTOR ABBREVIATION:	1.	Enter the abbreviation of the factor to be changed exactly as it appears on the record display, including any spaces or dashes. For example: AIT LOC2 Depress the carriage return key. CHGAR will print the data entry prompt.	5
5.	AIT LOC2/ (sample)	1.	Enter the new value of the factor under the label within the slash mark and depress the carriage return key.	
			a. If the new value is valid.	6
			b. If the new value is invalid.	6
			(1) Create Record function. Error messages will appear after the OK option has been used.	
			(2) Modify Record function - an error message will be printed and the data entry prompt repeated.	5
		2.	Make no entry and depress the carriage return key to change a factor value to a blank.	6
			a. Create Record function.	
			b. Modify Record function.	6
			(1) If the factor is not a required factor.	
			(2) If the factor is required, an error message will appear and the data entry prompt repeated.	5
6.	ANOTHER FACTOR (Y) OR (N)?	1.	Enter Y and depress the carriage return key to change the value of an additional factor.	4
		2.	Enter N and depress the carriage return key to indicate that no more factor values are to be changed.	1 or 2

Section II
INPUT REQUIREMENTS

16–5. Data Items.

CHGAR requires the user to enter the items described in table 16–2.

CHGAR has a dynamic prompt capability which allows data factors and input or display formats to be changed by the system managers at any time. Therefore, all the data items listed in the data input table may not appear, or they may appear in a different order.

Any additions or changes to a data item in a Recruit file record must be to another valid value. Additions and changes are intended to update an applicant's record so that it reflects the applicant's actual circumstances. Some examples of valid changes include the following:

a. Changing an applicant's previously incorrect social security number to the correct one.
b. Changing an applicant's previously incorrect high school math level to the correct one.
c. Changing an applicant's previously incorrect or misspelled name to the correct one.

The CHGAR program requires at least two data items: the location ID where the training reservation was originally made, and the recruit's social security number as specified in the Recruit file record. These two data items provide access to the recruit's record so that changes may be made. Additional data items are required by the Create Record and the Modify Record functional modes.

Table 16–2
CHGAR data input items

Field Name	Field Label	Valid Values
Location ID	LOC ID (4);	Enter the location ID for the location where the training reservation was originally made.
Social security number	SOC SEC #(9)	Enter the applicant's nine-digit social security number without spaces or dashes.
Name	NAME (20)	Enter the applicant's name in last, first, middle initial order.
Enlistment type	ARTYPE (4)	NPS=Non-prior service CAS=Civilian acquired skill (NPS) IRN=NPS enlistment into Individual Ready Reserve IS=In Service RET=Retrainee SP1=Non-prior service enlistments with the split training option BT and AIT SP2=Non-prior service enlistments with the split training option BT and AIT PST=Prior service, requiring training PSN=Prior service, no training required PSR=Prior service, no break in service TRR=Transfers from Individual Ready Reserve TNG=Transfers from National Guard RSE=ROTC simultanous enlistment RST=ROTC simultanous transfer
Sex	SX(1)	Enter M if the applicant is male and F if the applicant is female.
MOS code	MOS (4)	Enter the applicant's MOS code.
Reception station date	RECEPT (8)	Enter the date of arrival at the RECSTA. Must be within six days of the enlistment date.
Enlistment date	ENLIST (8)	Enter the date on which the applicant enlisted in DD/MM/YY format.
Reservation date	RESERV (8)	Enter the date on which a reservation was made for the applicant in DD/MM/YY format.
Advanced Individual Training date	AIT DATE (8)	Enter the applicant's scheduled AIT date in DD/MM/YY format.
Prerequisite AIT date	AIT DATE2 (8)	Enter the date for the applicant's prerequisite AIT class. This is for MOSs which have prerequisites.
Basic Training date	BT DATE (8)	Enter the date for the applicant's Basic Training class in DD/MM/YY format.
Date of birth	BIRTHDAT (8)	Enter the applicant's date of birth in DD/MM/YY format, including the slashes.
Station credited for reservation	CREDT (4)	Enter the recruiting station's code. The first and third characters are digits (0-9), and the second and fourth characters are letters (A-Z). (USAREC Reg 601–61.)
Recruiter ID	REC ID (4)	Enter the recruiter's nine-digit identification code. (USAREC Reg 601–61.)
Unit Identification code	UIC #	Enter the seven-character code for the applicant's unit.
Priority	MOS PRI (1)	Enter the priority for the MOS. Valid codes are between 1 and 5.
Basic Training location	BT LOC (8)	Enter the applicant's basic training location.
Advanced Individual Training location	AIT LOC (8)	Enter the AIT location to which the applicant is scheduled for training.
Prerequisite AIT location	AIT LOC2 (8)	Enter the code for the prerequisite AIT location. This is for MOSs which have prerequisites.
Years of education	EDYRS (2)	Enter the number of years of education.

Table 16–2
CHGAR data input items—Continued

Field Name	Field Label	Valid Values
Civilian education	EDUC (7)	Enter the code representing the applicant's type of education as listed below: NHSG=Non-high school graduate GEDH=High school equivalency CIHS=Currently in high school COMP=Certificate of completion ATTN=Certificate of attendance HSSR=High school senior HSDG=High school diploma graduate CLEP=First year college equivalence ASSC=Associate degree NURS=Professional nursing diploma BACL=Baccalaureate MAST=Master's degree PMAS=Post master's degree DOCT=Doctorate PROF=Professional certificate of completion.
Valid driver's license	DRVL (1)	Enter Y if the applicant has a valid driver's license, and N if the applicant does not have a valid driver's license.
U.S. citizenship	CIT (1)	Enter Y if the applicant is a U.S. citizen, and N if the applicant is not.
Physical profile	PHY PROF (7)	Enter the applicant's seven-digit physical profile code. Digits 1 through 6 are valid between 1 and 4. Digit 7 is valid 1 through 4, 6, and 7.
Color perception	CP (3)	NON=No color discrimination R/G=Red/green discrimination NOR=Normal
AFQT score	AFQT (3)	The applicant's Armed Forces Qualifications Test score. Valid between 16 and 100 for males. Valid between 50 and 100 for females.
GT test score	GT (3)	The applicant's General Technical test score. Valid between 1 and 160.
GM test score	GM (3)	The applicant's General Maintenance test score. Valid between 1 and 160.
EL test score	EL (3)	The applicant's Electronics test score. Valid between 1 and 160.
CL test score	CL (3)	The applicant's Clinical test score. Valid between 1 and 160.
MM test score	MM (3)	The applicant's Mechanical Maintenance test score. Valid between 1 and 160.
SC test score	SC (3)	The applicant's Surveillance & Communications test score. Valid between 1 and 160.
CO test score	CO (3)	The applicant's Combat test score. Valid between 1 and 160.
FA test score	FA (3)	The applicant's Field Artillery test score. Valid between 1 and 160.
OF test score	OF (3)	The applicant's Operator & Food test score. Valid between 1 and 160.
ST test score	ST (3)	The applicant's Skilled Technical test score. Valid between 1 and 160.
AP test score	AP (3)	The applicant's Audio Perception test score. Valid between 1 and 160.
MVDB test score	MVDB (3)	The applicant's Motor Vehicle Battery score. Valid between 1 and 135.
High school math level	MATH (3)	GEN=General ALG=Algebra GEO=Geometry TRI=Trigonometry
High school science level	SCI (3)	GEN=General BIO=Biology CHE=Chemistry PHY=Physics
Shipment date	SHIP DAT (8)	Enter the date on which the applicant is scheduled to be shipped for training. Use DD/MM/YY format.
Prerequisite MOS	PRE MOS. (4)	Enter the four-digit code for the applicant's prerequisite MOS.
Program procurement number	PPN (3)	Enter the code for procurement program.
Order number	ORDER NO (7)	Enter the applicant's seven-digit order number code in XXX-XXX format. This number does not exist until orders are published. If the applicant does not yet have an order number, enter 1–1.
GCODE	GCODE (3)	Enter the usage code indicating the role of CHGAA in creating, modifying, or cancelling the soldier's record.

Table 16–2
CHGAR data input items—Continued

Field Name	Field Label	Valid Values
Hometown Recruiter Aid Program code	HRAP (1)	Enter the code corresponding to the soldier's recruiter aid referral status:
		A=Not enlisted as the result of recruiter aid referral. Recommended for recruiter aid duty by recruiter. X=Enlisted as the result of TRADOC recruiter aid referral. Recommended for recruiter and duty. Y=Enlisted as the result of FORSCOM recruiter aid referral. Recommended for recruiter aid duty. T=Enlisted as the result of TRADOC recruiter aid referral. Not recommended for recruiter aid duty. F=Enlisted as the result of FORSCOM recruiter aid referral. Not recommended for recruiter aid duty. 0=Other.
Split 1 Overide	SP1-OVD	Enter the flag (Y or N) indicating whether or not a management user may make a Split 2 reservation even if a Split 1 reservation was not made.
Recruit Strength Factor	MEPSCAT	The number of pounds an applicant can lift. Each letter is a code representing a specific weight range. E=Not tested. F=2–39 lbs. G=40–49 lbs. H=50–59 lbs. J=60–69 lbs. K=70–79 lbs. L=80–89 lbs. M=90–99 lbs. N=100–109 lbs. P=110–119 lbs. Q=120–129 lbs. R=130–139 lbs. S=140–149 lbs. T=150–159 lbs. U=160–169 lbs. V=170–179 lbs. W=180–189 lbs. X=190–199 lbs. Z=200 +. lbs.
Recruited Strength Factor	MEPQUAL	The number of pounds an applicant must be able to lift to qualify for a particular MOS. The value is a letter representing a specific weight range. See MEPSCAT above for a list of valid values.

16–5A. (Not used.)

(Paragraph not used.)

Section III
PROGRAM OPERATION

16–6. Initiation Procedures.

After completing the sign-on procedures described in Appendix B, the system prints the following MESSAGE:

ENTER PROGRAM NAME, "LIST" OR "OFF"

The user enters CHGAR and depresses the carriage return key. The program is now ready to communicate with the user.

Dynamic Prompt Procedures. CHGAR has a dynamic or variable prompt capability. In terms of required data items in the creation of new records, correction of errors and/or change of data items in existing records, the dynamic prompt determines which data items may not be left blank, which corrections must be made during the initial creation of a record and which can be made later in the same session before a new or modified record is posted.

CHGAR has two distinct forms for the entry of data under factor labels which were left blank originally or for which invalid values were entered.

a. Factors in error or left blank.

ERROR: THE FOLLOWING LINE IS NOT A VALID ENTRY FOR RACE
XX or blank
/RACE/

This type of error causes the program to display the incorrect data or a blank on the line after the MESSAGE and to print the factor label between slashes on the next line. In the case of multiple errors, several messages will be printed and all the factor labels will be displayed at the end of the error MESSAGE list. The user should enter valid data values underneath the factor labels and between the slashes. The new value(s) will be substituted for the original incorrect data or blank in the record.

b. Linked factors.

YEARS OF EDUCATION (XX) NOT CONSISTENT OF WITH EDUCATION CODE (XXXX)
/EDYRS/EDUC/

Linked factors are factors which have interdependent values and serve as an additional error check. The value for years of education and the education code are examples of linked factors. An applicant cannot have 10 years of education and a college degree (BACL). The prompts for the re-entry of data will appear together, i.e., /EDYRS/EDUC/. Re-enter valid values for both factors. CHGAR will not accept a blank for one part of a linked pair of factors, but will continue to prompt for valid values for both factors.

The dynamic prompt capability allows management to change the format and extent of the record display at any time. All samples in the CHGAR procedures and/or figures illustrate possible displays only and are subject to change.

16–7. General Procedures.

Follow the procedures described below to create, display, modify, cancel, or unverify an Army Reserve recruit record. The first prompt is the function selection prompt.

Table 16–7A
General Procedures to Create, Display, Modify, Cancel, or Unverify an Army Reserve Recruit Record

CHGAR: CREATE RECORD(N), DISPLAY(D), MODIFY(M), CANCEL(C), UNVERIFY(U), OR END(E)?

USER:

1. Enter N to create a new record and follow the procedures in paragraph 16–9.
2. Enter D to display an existing record and follow the procedures in paragraph 16–8.
3. Enter M to modify a record already on the Recruit file and follow the procedures in paragraph 16–10.
4. Enter C to cancel a record which was created by this program and follow the procedures in paragraph 16–11.
5. Enter U to unverify a previously verified record and follow the procedures in paragraph 16–12.
6. Enter E to terminate the CHGAR program without further processing.
7. Depress the carriage RETURN key.

USER: N/A

16–8. Display Record Procedures.

These procedures enable the user to display an existing Army Reserve recruit record.

Table 16–8A
Display Record procedures

CHGAR: LOCID/SOC SEC #, OR END(E)

USER:

1. Enter the location identification code and the social security number of the recruit record to be displayed.
2. Enter E to return to the previous prompt.
3. Depress the carriage return key.

CHGAR: X RECORD(S) FOUND FOR THIS LOCID/SSN
If only one record was found, CHGAR skips the following prompt.
If there is more than one record, however, CHGAR prompts:
ENTER RECORD NUMBER TO BE DISPLAYED OR END

USER:

1. Enter the number of the record to be displayed.
2. Enter E to return to the initial program prompt.
3. Depress the carriage return key.

CHGAR: CHGAR then displays the specified Army Reserve recruit record and returns to the initial program prompt.
USER: No further action is required. Return to the initial program prompt. Refer to figure 16–1 for a sample of the CHGAR Display record procedures.

```
CREATE RECORD(N), DISPLAY(D), MODIFY(M), CANCEL(C), UNVERIFY(U), OR END(E) D

LOCID /SOC SEC#, OR END(E)
 10      077926696
1 RECORD(S) FOUND FOR THIS LOCID/SSN.
                    -------------
 SOC SEC#  / NAME                          / SX / MOS  / AIT LOC  / AIT DATE /
 077926696   SHATTLE, SUSAN                    F   11B1   DIX        26/09/83
 BT DATE   / AFQT / GT / GM  /  EL  /  CL  /  MM/  SC  / CO /  FA  /  OF  / ST
 11/10/59     90    111  111    111    111   111   111   111   111    111   111
 PHY PROF  / MATH / SCI / CP    / RESERV     / ENLIST  / RECEPT   /  SHIP DAT /
  1111111    TRI    BIO   NOR     26/09/83     26/09/83  26/09/83    26/09/83
 LOCID  / MOS PRI / REC ID   /  ARTYPE / CIT   / PPN / PRE MOS/ AITDATE2  /
  10           5    8888888       NPS      Y     22
 AIT LOC2  / BT LOC   /EDYRS /  EDUC / BIRTHDAT   / MVDB / DVRL / UIC#    /
             DIX          16    BACL   11/10/59      111      N   WQ7LAAA
 ORDER NO  / CREDT  /GCODE/ SP1-OVRD  / HRAP /   USERID  /UPD CTR /MEPSCAT/MEPQUAL/
  222-222     111      123         N       Y        203       2       Z       S

MPOVER
  OFF
CREATE RECORD(N), DISPLAY(D), MODIFY(M), CANCEL(C), UNVERIFY(U), OR END(E) E
```

Figure 16–1. CHGAR Display Record sample execution

16–9. Create Record Procedures.

These procedures permit the user to make a reservation without affecting any other files except the PREVNT file for Split records.

Table 16–9A
General Procedures

CHGAR: LOC ID/SOC SEC # OR END
USER:
1. Enter the location identification code where the reservation is to be made and the social security number of the recruit.
2. Enter E to RETURN to the previous prompt.
3. Depress the carriage RETURN key.

CHGAR: Prints a blank recruit record, one line at a time. A sample display follows:

SOC SEC# / NAME / SX / MOS/ AIT LOC / AIT DAT/
BT DATE / AFQT / GT / GM / EL / C. / MM / SC / CO / FA / OF / ST /
PHY PROF/ MATH / SCI / CP / RESERV / ENLIST / RECEPT / SHIP DAT /
LOCID / MOS PRI / REC ID / ARTYPE / CIT / PPN / PRE MOS / AITDATE2 /
AIT LOC2 / BT / EDYRS / EDUC / BIRTHDAT / MVDB / DVRL / UIC# /
ORDER NO / CREDT / GCODE / SP1-OVRD / HRAP / MEPSCAT / MEPQUAL

USER:
1. Enter the information under the factor labels and between the slashes.
2. Depress the carriage return key at the end of each line.
a. If valid values have been entered for each factor, CHGAR will print the next blank line.
b. If invalid values have been entered or blanks left for required factors, error messages will appear. See paragraph 16–5 (Dynamic Prompt Procedures) for correction instructions.

Table 16–9A
General Procedures—Continued

c. When the record is completed, CHGAR continues to the next prompt.

CHGAR: CHANGE RECORD(C), DISPLAY(D), OK(O) OR END(E)?
USER:
1. Enter O to indicate that the record is correct as entered and depress the carriage return key.
a. If there are no remaining errors, CHGAR proceeds to the next message and prompt.
b. If errors remain, messages and data entry prompts will be printed. See paragraph 16–6 for correction instructions.
2. Enter another selection (D, C or E) from the user option prompt, depress the carriage return key and refer to table 16–1, User Options Procedures.

CHGAR: ***NEW RECORD SUCCESSFULLY CREATED***
SOC SEC # IS XXXXXXXXX CCN IS XXXXXXXX
DISPLAY THE RECORD (Y) OR (N)?
USER:
1. Enter Y to display the record and return to the function selection prompt. See figure 16–2 for a Create Record sample.
2. Enter N to bypass the display and return to the function selection prompt.
3. Depress the carriage return key.

```
CREATE RECORD(N), DISPLAY(D), MODIFY(M), CANCEL(C), UPDATE(U),OR END(E)?  N
LOC ID/SOC SEC # OR END
10      222222222
SOC SEC# / NAME                          / SX / MOS / AIT LOC / AIT DATE /
222222222  JONES, JOE                      M    11B1  DIX       22/11/82
BT DATE  /AFQT / GT / GM / EL / CL / MM / SC / CO / FA / OF / ST /
05/11/82   90    111  111  111  111  111  111  111  111  111  111
PHY PROF / MATH / SCI / CP  /RESERV  / ENLIST / RECEPT  / SHIP DAT /
1111111    TRI    BIO   NOR   1/11/82  5/10/82   7/10/82  20/11/82
LOCID / MOS PRI / REC ID   / ARTYPE / CIT / PPN / PRE MOS / AITDATE2 /
 10          5    888888888    NPS      Y   222
AIT LOC2 / BT LOC  / EDYRS / EDUC / BIRTHDAT / MVDB / DVRL / UIC#     /
           DIX         16    BACL    8/08/60    111      Y   WQ7LAAA
ORDER NO / CREDT / GCODE / SPI-OVRD  /HRAP  / MEPSCAT   7    MEPQUAL  /
222-222     111     123        N         A       Z              T

CHANGE RECORD(C), DISPLAY(D), OK(O) OR END(E)?  O

***NEW RECORD SUCCESSFULLY CREATED***
SOC SEC # IS  222222222                    CCN IS 61068338

DISPLAY THE RECORD (Y) OR (N)?  N

CREATE RECORD(N), DISPLAY(D), MODIFY(M), CANCEL(C), UPDATE(U), OR END(E)?  E
```

Figure 16–2. CHGAR Create Record sample execution

16–10. Modify Record Procedures.

These procedures permit the user to change the factor value(s)of records already on the Recruit file.

Table 16–10A
Modify Record procedures

CHGAR: LOCID/SOC SEC #OR END
USER:
1. Enter the identification code for the location where the recruit's reservation was made and enter the recruit's social security number (nine digits with no dashes or spaces).
2. Enter E to return to the function selection prompt.
3. Depress the carriage return key.

CHGAR: X RECORD(S) FOUND FOR THIS LOCID/SSN
If only one record was found, CHGAR skips the following prompt. If there is more than one record, it prompts:
ENTER RECORD NUMBER TO BE CHANGED OR END
USER:
1. Enter the number of the record to be changed.
2. Enter E to exit this structure.
3. Depress the carriage return key.

CHGAR: DISPLAY THE RECORD (Y) OR (N)?
USER:
1. Enter Y to display the record, or N to proceed to the next prompt. The Y option displays the recruit's record and proceeds to the next prompt.
2. Depress the carriage return key.

CHGAR: CHANGE (C), DISPLAY (D), OK (O), OR END (E)?
USER:
1. Enter C to change a recruit's record. The program will proceed to the next prompt.
2. Enter D to display the recruit's record.
3. Enter E to terminate the program.
4. Enter O and any changes in the recruit's record status will be posted, and operation of the program will resume. See figure 16–3 for a sample execution of the Change function.
5. For management users only, SPT OVERIDE (F) will be given as an option. This allows management users to make a Split2 reservation even if a Split1 reservation was not made. The program will proceed to the next prompt.
6. Depress the carriage return key.

CHGAR: CHANGE ENTIRE RECORD (1) OR BY FACTOR (2)
USER:
1. Enter 1, if the record is to be changed dramatically. Each line of the record will appear individually for changes. The program will return to the previous prompt.
2. Enter 2 to change a specific factor. The program will proceed to the next prompt.
3. Depress the carriage return key.

CHGAR: ENTER FACTOR ABBREVIATION:
USER:
1. Enter the factor abbreviation for the factor to be changed.
2. The program will then write the abbreviation. Enter the new factor value under the abbreviation. The program will proceed to the next prompt.
3. Depress the carriage return key.

CHGAR: ANOTHER FACTOR (Y) OR (N)?
USER:
1. Enter Y to change another factor. The program will repeat the previous prompt.
2. Enter N if all factor changes are complete. The program will return to: CHANGE (C), DISPLAY (D), SPT OVERIDE (F), OK (O), OR END (E)?
3. Depress the carriage return key.

Table 16–10A
Modify Record procedures—Continued

CHGAR: When all changes in factor values or status have been verified by use of the OK option, CHGAR prints the following message and returns the user to the function selection prompt. See figure 16–3 for a Record Modification sample.
THIS RECORD WAS SUCCESSFULLY CHANGED
NEW SSN IS XXXXXXXXX. NEW CCN IS XXXXXXXX
DISPLAY THE RECORD (Y) OR (N)?

USER:
1. Enter Y to display the modified record. CHGAR will display the record and RETURN to the initial program prompt.
2. Enter N to bypass the display and return to the initial program prompt.
3. Depress the carriage return key.

```
CREATE RECORD(N), DISPLAY(D), MODIFY(M), CANCEL(C), OR END?  M

LOCID / SOC SEC #, OR END(E):
VA      232323232

1 RECORD(S) FOUND FOR THIS LOCID/SSN.

DISPLAY THE RECORDS (Y) OR (N)?  N

CHANGE(C), DISPLAY(D), OK(O), OR END(E)?  C

CHANGE ENTIRE RECORD(1) OR BY FACTOR(2)  2

ENTER FACTOR ABBREVIATION:
AITDATE2
 AITDATE2 /
02/04/82

ANOTHER FACTOR (Y) OR (N)?  Y

ENTER FACTOR ABBREVIATION:
NGTYPE
 NGTYPE /
SP1

ANOTHER FACTOR (Y) OR (N)?  N

CHANGE(C), DISPLAY(D), OK(O), OR END(E)  O

***THIS RECORD WAS SUCCESSFULLY CHANGED***

NEW SOC SEC # IS 232323232   NEW CCN IS 04766050
DISPLAY THE RECORD (Y) OR (N)?  N

CREATE RECORD(N), DISPLAY(D), MODIFY(M), CANCEL(C), UNVERIFY(U), OR END(E)?  E
```

Figure 16–3. CHGAR Modify Record (change factor) sample execution.

16–11. Cancel Record Procedures.

These procedures allow the user to cancel only those recruit records created by this program. Refer to figure 16–4 for Sample Cancel Record procedures.

Table 16–11A
Cancel Record procedures

CHGAR: LOCID/SOC SEC # OR END
USER:
1. Enter the code for the location where the reservation was made and the recruit's social security number (nine digits with no spaces or dashes).
2. Enter E to return to the function selection prompt.
3. Depress the carriage return key.

CHGAR: X RECORD(S) FOUND FOR THIS LOCID/SSN
If only one record was found CHGAR will proceed to the Display Record prompt. If there is more than one record it prompts:
ENTER RECORD NUMBER TO BE CANCELLED OR END
USER:
1. Enter the number of the record to be cancelled.
2. Enter E to exit this structure.
3. Depress the carriage return key.

CHGAR: DISPLAY THE RECORD (Y) OR (N)?
USER:
1. Enter Y to display the record, or N to proceed to the next prompt. The Y option displays the recruit's record and proceeds to the next prompt.
2. Depress the carriage RETURN key.

CHGAR: ***CANCELLATION SUCCESSFUL FOR (name)..XXXXXXXXX (SSN)
USER: N/A

```
CREATE RECORD(N), DISPLAY(D), MODIFY(M), CANCEL(C), UNVERIFY(U), OR
END(E)?  C
LOC ID/SOC SEC # OR END(E)
10      222222222
1 RECORD(S) FOUND FOR THIS LOCID/SSN.

DISPLAY THE RECORD (Y) OR (N)?  N
***CANCELLATION SUCCESSFUL FOR:     JONES, JOE          222222222

CREATE RECORD(N), DISPLAY(D), MODIFY(M), CANCEL(C), UNVERIFY(U), OR
END(E)?  E
```

Figure 16–4. CHGAR Cancel Record sample execution

16–12. Unverify Record Procedures.

These procedures allow the user to unverify a previously verified Army Reserve recruit record. Refer to figure 16–5 for sample Unverify Record procedures.

Table 16–12A
Unverify Record procedures

CHGAR: LOCID/SOC SEC # OR END
USER:

Table 16–12A
Unverify Record procedures—Continued

1. Enter the code for the location where the reservation was made and the recruit's Social Security Number.
2. Enter E to return to the function selection prompt.
3. Depress the carriage return key.

CHGAR: X RECORD(S) FOUND FOR THIS LOCID/SSN
DISPLAY THE RECORD(S)(Y) OR (N)?
USER:
1. Enter Y to display the record.
2. Enter N to bypass the display.
3. Depress the carriage RETURN key.

If only one record was found, CHGAR will proceed to the next prompt. If there is more than one record, it prompts:

CHGAR: ENTER RECORD NUMBER TO BE UNVERIFIED OR END (E)
USER:
1. Enter the number of the record to be unverified.
2. Enter E to exit this structure.
3. Depress the carriage return key.

CHGAR: UNVERIFY ACCESS(A), UNVERIFY SHIP(S), BOTH(B), OR END(E)?
USER:
1. Enter A to unverify accession.
2. Enter S to unverify shipment. Skip the next prompt.
3. Enter B to unverify both accession and shipment.
4. Enter E to exit this structure.
5. Depress the carriage return key.

CHGAR: RECRUIT XXXXXXXX IS NOW AN UNVERIFIED ACCESSION RECORD.
USER:
1. Proceed to the next prompt if B was entered in response to the previous prompt.
2. Skip the next prompt if A was entered in response to the previous prompt.

CHGAR: RECRUIT XXXXXXXXX IS NOW AN UNVERIFIED SHIPMENT RECORD
USER: Return to the initial program prompt.

```
CREATE RECORD(N), DISPLAY(D), MODIFY(M), CANCEL(C), UNVERIFY(U), OR END(E)  U

LOCID /SOC SEC #, OR END(E)
 10     077926696
1 RECORD(S) FOUND FOR THIS LOCID/SSN.

DISPLAY THE RECORDS (Y) OR (N)?  Y

SOC SEC #  / NAME                        / SX / MOS  / AIT LOC  / AIT DATE /
077926696    SHATTLE, SUSAN                F   11B1   DIX        26/09/83
BT DATE    /AFQT / GT  / GM   /  EL  / CL / MM / SC  / CO  / FA  / OF  / ST  /
11/10/59     90    111   111     111   111  111  111   111   111   111   111
PHY PROF /  MATH / SCI /  CP     / RESERV  / ENLIST  / RECEPT    /SHIP DAT /
 1111111    TRI    BIO    NOR      26/09/83  26/09/83  26/09/83   26/09/83
LOCID /  MOS PRI / REC ID     /  ARTYPE / CIT/ PPN / PRE MOS/ AITDATE2 /
 10           5    8888888         NPS      Y  22
AIT LOC2  / BT LOC   / EDYRS  /  EDUC / BIRTHDAT / MVDB /DVRL / UIC#   /
            DIX           16     BACL   11/10/59    111     N   WQ7LAAA
ORDER NO  / CREDT / GCODE / SP1-OVRD  / HRAP  / USERID  /UPD CTR /MEPSCAT/MEPQUAL/
 222-222     111      123          N       Y       203       2      Z        T

MPOVER/
 OFF
UNVERIFY ACCES(A), UNVERIFY SHIP(S), BOTH(B) OR END(E)?  A

RECRUIT 077926696 IS NOW AN UNVERIFIED ACCESSION RECORD
CREATE RECORD(N), DISPLAY(D), MODIFY(M), CANCEL(C), UNVERIFY(U), OR END(E)  E
```

Figure 16–5. CHGAR Unverify Record sample execution

Section IV
OUTPUT DESCRIPTION

16–13. Output.

CHGAR provides only the terminal displays and messages described in the procedures. The CHGAR displays include the data items outlined in table 16–2 as well as those defined in table 16–3. In addition, the PREVNT file is updated for split records when either the Create Record function or the Modify Record function is used. The BALANCAR file is also updated when applicable.

Table 16–3
CHGAR output data items

Field Name	Field Label	Content Description
CHGAA user's Identification Number	USERID	The identification number of the user who created or modified the recruit's record using CHGAR.
Update counter	UPD CTR	The number of times the recruit's record has been modified using CHGAR.
Contract Control Number	CCN	The number assigned to the new or modified recruit record on the Recruit file. A new CCN is assigned when a record is created, and when the Social Security Number or LOCID is changed on an existing record.
MEPSCAT Override Indicator	MPOVER	Valid Values: ON or OFF

16–13A. (Not used.)

(Paragraph not used.)

Section V
ERROR MESSAGES AND CORRECTION PROCEDURES

16–14. System Errors.

The following is a representative list of possible system errors. If any such error messages appear, call the KEYSTONE Branch immediately.

1. Any message which contains one of the following phrases:
   XXXX FILE NOT INCREMENTED
   XXXX FILE NOT DECREMENTED
   XXXX FILE NOT UPDATED
2. Any message which contains one of the following phrases:
   COUNTERS WOULD BECOME NEGATIVE
   UNSUCCESSFUL UPDATE OF XXXXX
   RESERVATIONS WOULD BECOME NEGATIVE
3. **** TRACE BACK ****
   ENTRY POINT ENTRY ADDRESS RETURN ADDRESS
   XXXXXXXX ZZZZZZZZ ZZZZZZZZ
4. ERROR: ON LUN=XXXXXX
   VSAM ERROR RETURN CODE=XXXXXX
   ACTION CODE=XXX
   KEYS (IN HEX)=ZZZZZZZZ, ZZZZZZZZ
   RECORD TYPE=XXX
   SPARE VARIABLE X=XXXXXX
   CALL KEYSTONE BRANCH
5. SYSTEM ERROR: INVALID XXXXX IN XXXX
   : ILLEGAL XXXXXX
   : OCCURRED IN XXX WHEN CALLING XXXX
   : IN XXXXXX WHEN RUNNING XXXXX
   : RETURNED BY XXXX
   : ERROR IN XXXX
   : XXXX NOT FOUND
   : RECORD DESCRIPTOR HAS XXXXXXX RETURN CODE IS XX
   : PLEASE CALL KEYSTONE BRANCH
6. ERROR : READING XXXXX
   : INVALID XXXX INDICATOR IN SUBROUTINE XX
   : XXX NOT FOUND ON XXXX FILE
   : XXXXX ERROR-SUBROUTINE XXXXXX
   : SIOXX-FOR KEY XXXXXX AND ACTION XXXX NUMREC=XXXXXXXX
   : ILLEGAL XXXX PASSED TO XXXXXX
   : BAD XXXX IN XXXXXX
   : IN XXXXX - XXXXXX
   : CANNOT FIND XXXX ON XXXXXX
7. FATAL ERROR - XXXXXX
8. SIOXX ERROR: XXXXXX
9. INVALID XXXXX IN SIOXX
10. INVALID VALUE FOR XXXXX IN XXXXXX
11. BAD RETURN FROM XXXX IN XXXXXX
12. PROBLEM WITH XXXX XXXX RECORD
    VALIDATING XXXXXX IN XXXXXX
    READING XXXXXXX
    IN XXXXXX
13. UNABLE TO GET DATA FROM XXXXXX
    VALIDATE XXXX - XXXXXX
    DECODE XX TYPE XXXXXX
14. VSAM ERROR=XXXX ON LUN XXX
15. VMCF ERROR=XXXXXX FOR LUN XXX
16. NO SINK AVAILABLE FOR LUN XXX
17. KEY/RECORD DISAGREE, KEY=XXXXXX RECORD: XXXXX

18. FACTOR XXXXXX NOT IN DATA DICTIONARY (XXXX)
19. LOGIC ERROR: XXXXXX XXXXX
20. XXXXX IS OUT OF RANGE XXXX IS AN INVALID XXXXX FOR COMPONENT (XXXX)
21. THIS OPTION NOT AVAILABLE AT THIS TIME
ACTION IS XXXX
22. NO XXXXXX FOUND IN XXXXX
23. XXXXXX RECEIVED BY XXXX IS INCORRECT
24. $CTS ERROR IN XXXX ROUTINE

16–15. Information Messages.

The following information messages may appear during the operation of CHGAR. There is no action to be taken by the user.

1. NO RECORD(S) FOUND FOR THIS LOCID/SSN
2. ***ERROR***
MULTIPLE RECORDS FOUND FOR THIS LOCID/SSN AND THEY ARE NOT SP1 AND SP2 PLEASE CANCEL THE ERROR RECORD
3. ***ERROR***
2 RECORDS EXIST FOR THIS LOCID/SSN
NO MORE RESERVATIONS ALLOWED
4. COMBINED RECORD CANNOT BE CANCELLED
5. ERROR: THIS RECORD ALREADY CANCELLED
6. RESERVATION NOT MADE BY THIS PROGRAM. THEREFORE, IT CANNOT BE CANCELLED BY THIS PROGRAM.
7. ***ERROR***
ONE RECORD EXISTS FOR THIS LOCID/SSN, IT IS NOT SP1
NO MORE RESERVATIONS ALLOWED
8. ***ERROR***
ONE RECORD ALREADY EXISTS FOR THIS LOCID/SSN
ONLY SP2 RESERVATION CAN BE MADE
9. INVALID DATA FOR AN SP1 RESERVATION
CHECK: NONOSUT SHOULD HAVE BT LOC AND BT DATE
OSUT SHOULD HAVE AIT LOC AND RECSTA-3=AITDATE
10. INVALID DATA FOR AN SP2 RESERVATION
CHECK: SHOULD HAVE AIT LOC AND AIT DATE
SHOULD NOT HAVE BT LOC NOR BT DATE
11. ***ERROR***
NEW RESERVATION NOT MADE
A SPLIT1 RESERVATION ALREADY EXISTS FOR THIS SSN
12. ***ERROR***
NEW RESERVATION NOT MADE
A SPLIT2 RESERVATION ALREADY EXISTS FOR THIS SSN
13. ***ERROR***
NEW RESERVATION NOT MADE
A SPLIT1 RESERVATION MUST BE MADE FIRST
14. ERROR: DUPLICATE RECORD ON FILE, THIS RECORD NOT CREATED.
15. LOCID MAY NOT BE CHANGED FROM AR TO NG
16. ***ERROR***
SSN=XXXXXXXXX ALREADY EXISTS ON LOCID AAA CHANGE FAILED
17. ***ERROR***
TYPE CHANGE NOT ALLOWED, SP2 EXISTS ON LOCID AAA
18.***ERROR***
RECORD NOT MADE BY CHGAR
TYPE MAY NOT BE CHANGED TO/FROM SPLIT
19.***ERROR***
RECORD NOT MADE BY CHGAR
TYPE MAY NOT BE CHANGED FROM NPS TO PS, OR PS TO NPS
20. COLOR PERCEPTION MAY NOT BE LEFT BLANK
21. SPLIT RESERVATION MUST HAVE AN MOS
22. ENLISTMENT DATE CANNOT BE GREATER THAN RECEPTION STATION DATE
23. CHANGE OF UIC NOT ALLOWED

24. ENL DATE/RECSTA DATE/SHIP DATE MAY NOT BE CHANGED
25. RECSTA DATE MAY NOT BE CHANGED FOR THIS TYPE
26. RECRUIT RECORD IS NOT A VERIFIED ACCESSION RECORD
27. RECRUIT RECORD IS NOT A VERIFIED SHIPMENT RECORD
28. RECRUIT IS VERIFIED SHIP
    CANNOT UNVERIFY AN ACCESSION BEFORE UNVERIFY SHIP
29. ERROR:RECORD NOT CANCELLED
    AN AIT OR PHASE2 RESERVATION EXISTS FOR THIS SSN
    IT MUST BE CANCELLED BEFORE THE BT OR PHASE1 HALF
30. ONE RECORD ALREADY EXISTS FOR THIS LOCID/SSN, NON-SPLIT RESERVATION CAN'T BE MADE
31. NEW NON-SPLIT RESERVATION NOT MADE, A SPLIT RESERVATION ALREADY EXISTS FOR THIS SSN

16–16. Operation Errors.

The following list contains possible operation error messages and the corrective action to be taken for each.

Table 16–16A
Operation Error Messages

MESSAGE: INVALID LOC ID
ACTION: This message is followed by a prompt for the location identification code. Re-enter a valid code.

MESSAGE: XXXXXXXX NOT LINKED TO CREDID XXXX
ACTION: Recruiter and credit identification codes are linked and are interdependent. This message will be followed by data input prompts for both factors. Re-enter valid values for both codes. Paragraph 16–6 of Section III contains a full description of linked factors.

MESSAGE: YEARS OF EDUCATION XXXX NOT CONSISTENT WITH EDUCATION CODE XXXX
ACTION: Years of education and education description codes are linked and interdependent. This message will be followed by data input prompts for both factors. Re-enter correct values for both factors. Paragraph 16–6 of Section III contains a full description of linked factors.

MESSAGE: WARNING: DATA UNDER THE SLASH IN COLUMN XXX DATA NOT INSIDE SLASHES IS IGNORED
ACTION: There are 80 columns or spaces in a line. Locate the space where data has been entered under a slash. If the data under the slash will make a factor value incorrect change the entry through the user option prompt by entering C and follow the procedures described in table 16–1.

MESSAGE: ERROR: THE FOLLOWING LINE IS NOT A VALID ENTRY FOR XXXXXXXX/
ACTION: This message will be followed by a data entry prompt. Enter the correct value for the factor cited in the message. Table 16–2 contains valid values and formats for most required factors.

MESSAGE: INVALID RESPONSE
ACTION: Refer to table 16–1, User options, and make an appropriate response to the prompt.

MESSAGE: ERROR: XXXX IS AN INVALID CREDIT
ACTION: Re-enter a valid credit code, keeping in mind that it is linked to a particular recruiter identification code.

MESSAGE: NUMBER MUST BE BETWEEN XXXXXX AND XXXXXX
ACTION: Re-enter the factor value between the indicated parameters.

MESSAGE: INVALID SOC SEC NUMBER
INVALID LOC ID
ACTION: Either of these messages will be followed by the data entry prompt LOCID/SOC SEC # or END. Re-enter the data under the appropriate factor labels.

MESSAGE: INVALID FACTOR ABBREVIATION
ACTION: Re-enter the factor abbreviation exactly as it appears in the record display, including any spaces.

MESSAGE: RECRUIT (SOC SEC #)/(LOCID) ALREADY EXIST'S - MODIFY FAILED
ACTION: The user has entered either the social security number and/or location code of a duplicate record. CHGAR will not accept two records with identical numbers and locations. Start again.

MESSAGE: XXXX IS AN INVALID CREDIT FOR YOUR LOCATION
ACTION: Location and credit codes are interdependent. Re-enter a credit code that is valid for your location.

Chapter 17
DECODE PROGRAM

Section I
PROGRAM SUMMARY

17–1. Purpose.
The DECODE program decodes an recruit's contract control number (CCN). The user enters the recruit's contract control number, and the DECODE program responds by printing the location ID where the reservation was made, three possible first letters of the recruit's last name, and the fifth digit of the recruit's social security number. The DECODE program allows the user to decode more than one CCN in a single session.

17–2. Applicability.
The DECODE program is accessed by the following user groups:

a. RRC
b. Reception Stations
c. USAREC
d. Accession Management Branch
e. REQUEST/RETAIN Branch

Section II
INPUT REQUIREMENTS

17–3. Data Items.
DECODE requires the user to enter the two items described below:

1. Component indicator:

a. RQST=Active Army reservation.
b. REP=Army Reserve/National Guard reservation.

2. Contract Control Number (CCN). The eight-digit code automatically assigned to each reservation, to be entered with no blanks or dashes. The number is found on DD Form 1966.

17–3A. (Not used.)
(Paragraph not used.)

Section III
PROGRAM OPERATION

17–4. Initiation Procedures.
After completing the sign-on procedures described in Appendix B, the system prints the following message:

ENTER PROGRAM NAME, "LIST" OR "OFF":

The user enters DECODE and depresses the carriage return key. The program is now ready to communicate with the user.

17–5. Procedures.
Follow the procedures described below to execute the DECODE program. See figure 17–1 for a sample execution.

Table 17–5A
Procedures to execute the DECODE program

DECODE: ENTER COMPONENT (RQST, REP)?
USER:
1. Enter RQST if the reservation was made by the Active Army.
2. Enter REP if the reservation was made by the Army Reserve/National Guard.
3. Depress the carriage return key.

DECODE: ENTER CONTRACT CONTROL NUMBER
USER:
1. Enter the recruit's contract control number.

Table 17–5A
Procedures to execute the DECODE program—Continued

2. Depress the carriage return key.

DECODE: THE ABOVE CONTRACT CONTROL NUMBER IS VALID FOR THE FOLLOWING FACTORS ONLY:
DECODE prints the location code, three possible letters for the last name, and the social security number with one real digit.
NOT VALID FOR ANY OTHER COMBINATION OF FACTORS
ANOTHER CASE (Y OR N)?

USER:

1. Enter Y to decode another recruit's CCN.
2. Enter N to terminate the program.
3. Depress the carriage return key.

```
DECODE
ENTER COMPONENT (RQST,REP)?
REP
ENTER CONTRACT CONTROL NUMBER
85089515
THE ABOVE CONTRACT CONTROL NUMBER IS VALID FOR THE FOLLOWING FACTORS ONLY:

LOCATION CODE:  AAA

POSSIBLE 1ST LETTER OF RECRUITS LAST NAME:  B

POSSIBLE 1ST LETTER OF RECRUITS LAST NAME:  L

POSSIBLE 1ST LETTER OR RECRUITS LAST NAME:  V

RECRUITS SOC. SEC. NO:  XXX-X1-XXXX

                *NOT VALID FOR ANY OTHER COMBINATION OF FACTORS*


ANOTHER CASE (Y OR N)?
Y
ENTER COMPONENT (RQST,REP)?
REP
ENTER CONTRACT CONTROL NUMBER
29828268
THE ABOVE CONTRACT CONTROL NUMBER IS VALID FOR THE FOLLOWING FACTORS ONLY:

LOCATION CODE:  XXX

POSSIBLE 1ST LETTER OF RECRUITS LAST NAME:  B

POSSIBLE 1ST LETTER OF RECRUITS LAST NAME:  L

POSSIBLE 1ST LETTER OF RECRUITS LAST NAME:  V

RECRUITS SOC. SEC. NO.  XXX-X2-XXXX

                *NOT VALID FOR ANY OTHER COMBINATION OF FACTORS*


ANOTHER CASE (Y OR N)?
N
```

Figure 17–1. DECODE sample execution.

Section IV
OUTPUT DESCRIPTION

17–6. Output.
The DECODE provides no output apart from the information on the terminal. Figure 17–1 is a sample execution.

17–6A. (Not used.)
(Paragraph not used.)

Section V
ERROR MESSAGES AND CORRECTION PROCEDURES

17–7. System Errors.
The following is a representative list of possible system errors. If any such error messages appear, call the REQUEST/RETAIN Branch immediately.

1. Any message which contains one of the following phrases:
   XXXX FILE NOT INCREMENTED
   XXXX FILE NOT DECREMENTED
   XXXX FILE NOT UPDATED
2. Any message which contains one of the following phrases:
   COUNTERS WOULD BECOME NEGATIVE
   UNSUCCESSFUL UPDATE OF XXXXX
   RESERVATIONS WOULD BECOME NEGATIVE
3. **** TRACE BACK ****
   ENTRY POINT ENTRY ADDRESS RETURN ADDRESS
   XXXXXXXX ZZZZZZZZ ZZZZZZZZ
4. ERROR: ON LUN=XXXXXX
   VSAM ERROR RETURN CODE=XXXXXX
   ACTION CODE=XXX
   KEYS (IN HEX)=ZZZZZZZZ, ZZZZZZZZ
   RECORD TYPE=XXX
   SPARE VARIABLE X=XXXXXX
   CALL REQUEST/RETAIN BRANCH
5. SYSTEM ERROR: INVALID XXXXX IN XXXX
   : ILLEGAL XXXXXX
   : OCCURRED IN XXX WHEN CALLING XXXX
   : IN XXXXXX WHEN RUNNING XXXXX
   : RETURNED BY XXXX
   : ERROR IN XXXX
   : XXXX NOT FOUND
   : RECORD DESCRIPTOR HAS XXXXXXX RETURN CODE IS XX
   : PLEASE CALL REQUEST/RETAIN BRANCH
6. ERROR : READING XXXXX
   : INVALID XXXX INDICATOR IN SUBROUTINE XX
   : XXX NOT FOUND ON XXXX FILE
   : XXXXX ERROR-SUBROUTINE XXXXXX
   : SIOXX-FOR KEY XXXXXX AND ACTION XXXX NUMREC=XXXXXXXX
   : ILLEGAL XXXX PASSED TO XXXXXX
   : BAD XXXX IN XXXXXX
   : IN XXXXX - XXXXXX
   : CANNOT FIND XXXX ON XXXXXX
7. FATAL ERROR - XXXXXX
8. SIOXX ERROR: XXXXXX
9. INVALID XXXXX IN SIOXX
10. INVALID VALUE FOR XXXXX IN XXXXXX
11. BAD RETURN FROM XXXX IN XXXXXX
12. PROBLEM WITH XXXX XXXX RECORD
    VALIDATING XXXXXX IN XXXXXX

READING XXXXXXX
IN XXXXXX

13. UNABLE TO GET DATA FROM XXXXXX
    VALIDATE XXXX - XXXXXX
    DECODE XX TYPE XXXXXX
14. VSAM ERROR=XXXX ON LUN XXX
15. VMCF ERROR=XXXXXX FOR LUN XXX
16. NO SINK AVAILABLE FOR LUN XXX
17. KEY/RECORD DISAGREE, KEY=XXXXXX RECORD: XXXXX
18. FACTOR XXXXXX NOT IN DATA DICTIONARY (XXXX)
19. LOGIC ERROR: XXXXXX XXXXX
20. XXXXX IS OUT OF RANGE XXXX IS AN INVALID XXXXX FOR COMPONENT (XXXX)
21. THIS OPTION NOT AVAILABLE AT THIS TIME
    ACTION IS XXXX
22. NO XXXXXX FOUND IN XXXXX
23. XXXXXX RECEIVED BY XXXX IS INCORRECT
24. $CTS ERROR IN XXXX ROUTINE

17–8. Operation Errors.

The following list contains possible operation error messages and the corrective action to be taken for each.

Table 17–8A
Operation Error Messages

MESSAGE: ERROR-ENTER ONLY 8 DIGITS **ACTION:** This MESSAGE is followed by the data entry prompt for the Contract Control Number. Re-enter the number from DD Form 1966 with no blanks or spaces.
MESSAGE: CONTRACT CONTROL NUMBER INVALID: (LOCATION CODE) CONTRACT CONTROL NUMBER INVALID (SOC. SEC. NO.) **ACTION:** These are information messages. If the Contract Control Number (CCN) entered by the user was accurate, no corrective action may be taken. If the CCN entered was inaccurate, re-enter the correct CCN as a new case.
MESSAGE: POSSIBLE 1ST LETTER OF RECRUITS LAST NAME: (SPECIAL CHARACTER OR BLANK) **ACTION:** This is an information message that may be substituted for one of three possibilities for the first letter of a name. No action is required on the part of the user.

Chapter 18
LIST PROGRAM

Section I
PROGRAM SUMMARY

18–1. Purpose.

The LIST program displays all programs accessible to a specific user ID.

18–2. Applicability.

The LIST program is accessed by all users.

18–3. Functions.

The sole function of LIST is to display the specific program(s) which a specific user ID can access. See figure 18–1 for a sample report of this function.

18–4. Options.

The LIST program has no options.

Section II
INPUT REQUIREMENTS

18–5. Data Items.
LIST does not require the user to enter any data items beyond the initiation procedures described below in 18–6.

18–5A. (Not used.)
(Paragraph not used.)

Section III
PROGRAM OPERATION

18–6. Initiation Procedures.
After completing the sign-on procedures described in Appendix B, the system prints the following message:

ENTER PROGRAM NAME, “LIST” OR “OFF”

The user enters LIST and depresses the carriage return key. The program then immediately communicates with the user.

18–7. Procedures.
There are no entry procedures for the LIST program.

Section IV
OUTPUT DESCRIPTION

18–8. Output.
LIST provides output as described in figure 18–1.

```
ENTER PROGRAM NAME, LIST OR OFFLIST

CCNEWS        CS8         GETREC        LSTMTC        LS8           MS8
NOMACE        NOMLIST     NOMPRO        RFQLIST       REQMANA       REQURY
SHOFMF        START
ENTER PROGRAM NAME, LIST OR OFFOFF
```

Figure 18–1. LIST displaying all programs accessible to a particular user ID

Table 18–1
List Output Description

Field Name	Field Label	Content Description
Program Name	XXXXXX	A label consisting of no fewer than three and no greater than seven characters, which designates a program name.

18–8A. (Not used.)
(Paragraph not used.)

Section V
ERROR MESSAGES AND CORRECTION PROCEDURES

18–9. System Errors.
There are no possible system errors for the LIST program.

18–10. Operation Errors.

There are no possible operation errors for the LIST program.

Chapter 19
FINDIT PROGRAM

Section I
PROGRAM SUMMARY

19–1. Purpose.

The FINDIT program reports the name, social security number, reservation and enlistment data for recruits within a user-specified location and range of reservation dates. The FINDIT program searches the NG/AR Recruit file and prints those records that match the user's input specifications.

19–2. Applicability.

The FINDIT program is accessed by the following user groups:

a. USAR Guidance Counselors/Recruiting Battalions
b. Recruiting Brigades
c. OCAR/FORSCOM CONUSA
d. USAREC
e. Accession Management Branch
f. KEYSTONE Branch

19–3. Options.

FINDIT provides the following options which are governed by the location identification and access codes of the user. These options enable the user to set parameters for the report with respect to time (dates), the recruit's enlistment type (in-service or all) and area (locations). The user will see only those prompts which pertain to the user's particular location ID and/or access.

Time parameters are set by the user-specified range of reservation dates. This is the only option available to the field user.

The Select (S) option enables a management user to report from one to 12 specific locations within a larger area. Management users have the additional option of choosing a particular Army or Regional Recruiting Command to be reported. The specific codes are listed in paragraph 19–4 of this manual.

Section II
INPUT REQUIREMENTS

19–4. Data Items.

FINDIT requires the user to enter the items described below. Field users enter only the first item. Other users will enter data appropriate to the data input prompts, which will vary according to the LOCID and access status of the user.

1. Beginning reservation date. Enter the first date in the desired range in DD/MM/YY format, including the slashes. If only the beginning reservation date is entered, the program reports data for that date alone.
2. Ending reservation date. Enter the last date in the desired range in DD/MM/YY format, including the slashes. If only the end reservation date is entered, the program reports data for all dates on file prior to and including the end date.
3. Enter S to restrict the report to one to twelve location IDs within the user's range of access.
4. Enter A to report all location IDs (National Guard only).
5. Enter C to report all location IDs for the user's Army (CONUSA only).
6. Enter R to report all location IDs for the user's region (Regional Recruiting Command only).
7. Management users with total access use the following codes to report all location IDs within a particular Army or Regional Recruiting Command.

CODE	ARMY	CODE	REGION
100	1st Army	1	NERRC
200	2nd Army	3	SERRC
300	3rd Army	4	SWRRC
400	4th Army	5	MWRRC
500	5th Army	6	WRRC
600	6th Army		
700	Western Command		
800	Alaska		
900	Reserve Europe		

19–4A. (Not used.)
(Paragraph not used.)

Section III
PROGRAM OPERATION

19–5. Initiation Procedures.
After completing the sign-on procedures described in Appendix B, the system prints the following message:

ENTER PROGRAM NAME, “LIST” OR “OFF”

The user enters FINDIT and depresses the carriage return key. The program is now ready to communicate with the user. Field users will see only the first prompt. Other users will see additional prompts determined by the user’s location and/or access. Figure 19–1 is a sample execution and report.

19–6. Procedures.
Follow the procedures described below to report recruit reservation and enlistment information.

Table 19–6A
Procedures to report Recruit Reservation and Enlistment information

FINDIT: BEGINNING RES DATE/ENDING RES DATE
USER:
1. Enter the desired date range directly under the factor labels in DD/MM/YY format.
2. Depress the carriage return key.
a. Field users. FINDIT prints the report or an information message, and terminates the program.
b. CONUSA and Management users proceed to the next prompt.
c. Other users. Skip the next prompt.

FINDIT: IN SERVICE ONLY(Y), NO(N) OR END(E)?
USER:
1. Enter Y and depress the carriage return key to limit the report to in-service personnel.
2. Enter N and depress the carriage return key to report all recruits.
3. Enter E and depress the carriage return key to terminate the program. No report will be printed.

FINDIT: LOCATION ID INPUT
(The user will see one of the following prompts)
ENTER ALL(A) OR SELECT(S)
(National Guard)
ENTER ARMY(C) OR SELECT(S)
(CONUSA)
ENTER REGION(R) OR SELECT(S)
(RRCs)
ENTER ALL(A), ARMY(100–900), REGION(1–6), SELECT(S)
(Management)
USER:

Table 19–6A
Procedures to report Recruit Reservation and Enlistment information—Continued

1. Enter A, C or R and depress the carriage return key to report all recruits at all locations within the user's access area and previously specified time range. FINDIT prints the report or an information message and terminates the program.
2. Enter S, depress the carriage return key and proceed to the next prompt to limit the report to one to 12 specific locations.
3. Enter an Army or Region code as specified in paragraph 19–4 and depress the carriage RETURN key to report all recruits within the particular Army or Region. FINDIT prints the report or an information message and terminates the program.

FINDIT: ENTER LOCIDS BETWEEN THE SLASHES
/ / / / / / / / / / / /
USER:
1. Enter the specific location identification codes for the locations to be reported. Up to 12 location codes may be entered.
2. Depress the carriage return key.

FINDIT: ENTER MORE LOCIDS (Y) OR (N)?
USER:
1. Enter Y to enter more location identification codes. Depress the carriage return key. Returns to the previous prompt.
2. Enter N and depress the carriage return key to indicate that no more locations are to be reported.

FINDIT: Prints the report or a "no recruits found..." message and terminates the program. If both Army Reserve and National Guard locations are entered, Army Reserve locations will be reported first, and then National Guard locations will be reported. See Figure 19–1 for a sample report.
USER: N/A

```
BEGINNING RES DATE/ENDING RES DATE
01/01/82          01/01/83
IN SERVICE ONLY YES(Y), NO(N) OR END(E)?  N
LOCATION ID INPUT -
ENTER ALL(A), ARMY(100-900), REGION(1-6), SELECT(S):  S
ENTER LOCIDS BETWEEN THE SLASHES
   /    /    /    /    /    /    /    /    /    /    /    /
AL    NJ
ENTER MORE LOCIDS (Y) OR (N)?  N

                PERSONNEL DATA-PRIVACY ACT OF 1974 (5 USC 552A)

LOCATION AL
 SOC SEC #  / NAME                          / SX / MOS  / BT DATE  / BT LOC   /
 191919191    SMITH, SAM                      M    76Y1   30/07/82   JACKSON
 WAC BT3    / CREDT / ENLIST  / ARTYPE / AIT DATE / AIT LOC  / PRE MOS /
 NO BT3               20/08/81    NPS    24/09/82   JACKSON
 AITDATE2 / AIT LOC2 /

 SOC SEC #  / NAME                          / SX / MOS  / BT DATE  / BT LOC   /
 636363636    HOWARDS, ROGER                  M    13B1
 WAC BT3    / CREDT / ENLIST  / ARTYPE / AIT DATE / AIT LOC  / PRE MOS /
 NO BT3               16/02/82    NPS    26/03/82   SILL
 AITDATE2 / AIT LOC2 /

                PERSONNEL DATA-PRIVACY ACT OF 1974 (5 USC 552A)

LOCATION NJ

 SOC SEC #  / NAME                          / SX / MOS  / BT DATE  / BT LOC   /
 696969696    KELLY, PHILIP                   M    12C1
 WAC BT3    / CREDT / ENLIST  / ARTYPE / AIT DATE / AIT LOC  / PRE MOS /
 NO BT3               13/03/82    NPS    09/07/82   DIX
 AITDATE2 / AIT LOC2 /
```

Figure 19–1. FINDIT execution and report sample

Section IV
OUTPUT DESCRIPTION

19–7. Output.

FINDIT provides reservation and enlistment data from recruit records within the user-specified date range, enlistment type and/or location parameters. Figure 19–1 is a sample execution and report. Table 19–1 contains a description of the reported data items.

Note: The current capability of the system enables management to alter the content and format of the FINDIT report at any time. Therefore, Figure 19–1 is a sample report only, and certain data output items in table 19–1 may be added or deleted.

Table 19–1
FINDIT output data items

Field Name	Field Label	Content Description
Social security number	SOC SEC #	The recruit's nine-digit social security number.
Name	NAME	The recruit's name.
Sex	SX	M=male F=female
MOS code	MOS	The Military Occupational Specialty code.
Basic Training date	BT DATE	The recruit's scheduled basic-training starting date in DD/MM/YY format.
Basic Training location	BT LOC	The recruit's basic training location.
WAC basic training	WAC BT3	The indicator for BT3 (No or taking).
Credit	CREDT	The code designating the station where reservation is credited.
Enlistment date	ENLST	The date on which the recruit enlisted, in DD/MM/YY format.
Enlistment type	ARTYPE or NGTYPE	The recruit's enlistment type.
Major United States Army Command	MUSARC	MUSARC indicator.
AIT date	AIT DATE	The recruit's scheduled Advanced Individual Training date.
AIT location	AIT LOC	The recruit's Advanced Individual Training location.
Prerequisite MOS code	PRE MOS	The prerequisite MOS code, if any.
Prerequisite AIT date	AITDATE2	The prerequisite scheduled AIT date, if any.
Prerequisite AIT location	AIT LOC2	The prerequisite AIT location, if any.

19–7A. (Not used.)

(Paragraph not used.)

Section V
ERROR MESSAGES AND CORRECTION PROCEDURES

19–8. System Errors.

The following is a representative list of possible system errors. If any such error messages appear, call the KEYSTONE Branch immediately.

1. Any message which contains one of the following phrases:
   XXXX FILE NOT INCREMENTED
   XXXX FILE NOT DECREMENTED
   XXXX FILE NOT UPDATED
2. Any message which contains one of the following phrases:
   COUNTERS WOULD BECOME NEGATIVE
   UNSUCCESSFUL UPDATE OF XXXXX
   RESERVATIONS WOULD BECOME NEGATIVE
3. **** TRACE BACK ****
   ENTRY POINT ENTRY ADDRESS RETURN ADDRESS
   XXXXXXXX ZZZZZZZZ ZZZZZZZZ
4. ERROR: ON LUN=XXXXXX
   VSAM ERROR RETURN CODE=XXXXXX
   ACTION CODE=XXX
   KEYS (IN HEX)=ZZZZZZZZ, ZZZZZZZZ
   RECORD TYPE=XXX
   SPARE VARIABLE X=XXXXXX
   CALL REQUEST/RETAIN BRANCH
5. SYSTEM ERROR: INVALID XXXXX IN XXXX
   : ILLEGAL XXXXXX
   : OCCURRED IN XXX WHEN CALLING XXXX
   : IN XXXXXX WHEN RUNNING XXXXX

: RETURNED BY XXXX
: ERROR IN XXXX
: XXXX NOT FOUND
: RECORD DESCRIPTOR HAS XXXXXXX RETURN CODE IS XX
: PLEASE CALL REQUEST/RETAIN BRANCH

6. ERROR: READING XXXXX
: INVALID XXXX INDICATOR IN SUBROUTINE XX
: XXX NOT FOUND ON XXXX FILE
: XXXXX ERROR-SUBROUTINE XXXXXX
: SIOXX-FOR KEY XXXXXX AND ACTION XXXX NUMREC=XXXXXXXX
: ILLEGAL XXXX PASSED TO XXXXXX
: BAD XXXX IN XXXXXX
: IN XXXXX - XXXXXX
: CANNOT FIND XXXX ON XXXXXX
7. FATAL ERROR - XXXXXX
8. SIOXX ERROR: XXXXXX
9. INVALID XXXXX IN SIOXX
10. INVALID VALUE FOR XXXXX IN XXXXXX
11. BAD RETURN FROM XXXX IN XXXXXX
12. PROBLEM WITH XXXX XXXX RECORD
VALIDATING XXXXXX IN XXXXXX
READING XXXXXXX
IN XXXXXX
13. UNABLE TO GET DATA FROM XXXXXX
VALIDATE XXXX - XXXXXX
DECODE XX TYPE XXXXXX
14. VSAM ERROR=XXXX ON LUN XXX
15. VMCF ERROR=XXXXXX FOR LUN XXX
16. NO SINK AVAILABLE FOR LUN XXX
17. KEY/RECORD DISAGREE, KEY=XXXXXX RECORD: XXXXX
18. FACTOR XXXXXX NOT IN DATA DICTIONARY (XXXX)
19. LOGIC ERROR: XXXXXX XXXXX
20. XXXXX IS CUT OF RANGE XXXX IS AN INVALID XXXXX FOR COMPONENT (XXXX)
21. THIS OPTION NOT AVAILABLE AT THIS TIME
ACTION IS XXXX
22. NO XXXXXX FOUND IN XXXXX
23. XXXXXX RECEIVED BY XXXX IS INCORRECT
24. $CTS ERROR IN XXXX ROUTINE

19–9. Operation Errors.

The following list contains possible operation error messages and the corrective action to be taken for each.

Table 19–9A
Operation Error Messages

MESSAGE: ENDING RES DATE IS BEFORE BEGINNING RES DATE, RE-ENTER
ACTION: This message is followed by the data entry prompts for the range of dates to be searched. Re-enter both dates with the early date under the first space and the late date under the second space.

MESSAGE: INVALID RESPONSE
ACTION: The user has made an inappropriate response to a prompt. The prompt will be repeated. Enter a valid response from the choices given in the prompt.

MESSAGE: CHARACTER UNDER SLASH, RE-ENTER LINE
ACTION: The prompt for the entry of LOCID will reappear. Make the data entries in the spaces between the slashes.

MESSAGE: CODE INVALID, RE-ENTER
ACTION: The user has entered an invalid code. Paragraph 19–4 lists valid codes for Army and Regional designations. Re-enter a valid code.

MESSAGE: ERROR: YOU DO NOT HAVE ACCESS TO LOCID
ACTION: The user has entered a location ID to which the user does not have access. Enter another location identification code.

Chapter 20
FROZEN PROGRAM

Section I
PROGRAM SUMMARY

20–1. Purpose.
The FROZEN program reports the status of MOS quotas from the Annual files. For each component, enlistment category, and sex specified by the user, the program generates MOS codes for which the quota has been met, the quota has been "frozen" (the quota is temporarily closed to further reservations) and/or the quota is unavailable at the time of the report. The user can only generate a FROZEN report for the current and/or the next fiscal year.

20–2. Applicability.
The FROZEN program is accessed by the following user groups:

a. DRC/MEPS
b. RRC
c. USAREC
d. OCAR
e. Accession Management Branch
f. KEYSTONE Branch

20–3. Functions.
FROZEN reports the status of MOS quotas for a user-specified enlistment category within one of the three main Army components (Army Reserve, Active Army, or National Guard).

Section II
INPUT REQUIREMENTS

20–4. Data Items.
FROZEN requires the user to enter the items described below in table 20–1.

Table 20–1
FROZEN input data items

Field Name	Field Label	Valid Values
Army Reserve	AR	Enter AR to obtain a report on the status of MOS quctas in the Army Reserve.
Active Army	AA	Enter AA to obtain a report; on the status of MOS quotas in the Active Army.
National Guard	NG	Enter NG to obtain a report on the status of MOS quotas in the National Guard.
Fiscal year	FY	Enter the last two digits of the current or the next fiscal year or "ALL"

Table 20–1
FROZEN input data items—Continued

Field Name	Field Label	Valid Values
Category	CATEGORY	Enter one of the followingenlistmenticategory abbreviations: TOT=Status for one specified Armycomponent ALL=All the enlistment type statusesfor one specified Army component NPS=lion-Prior Service PS=Prior Service (Not valid forUSAR/NG) IS=In-Service CAS=Civilian-Acquired Skill (Notvalid for USAR/NG) RET=Retraining SP1=Phase 1 SP2=Phase 2 Note: Certain enlistment categoriesare invalid for a specified Armycomponent. For instance, there is noCAS category in the National Guard.The components which are restricted inthis way are indicated in parenthesesnext to the applicable category name,above.

20–4A. (Not used.)

Not Used..

Section III
PROGRAM OPERATION

20–5. Initiation Procedures.

After completing the sign-on procedures described in Appendix B, the system prints the following message:

ENTER PROGRAM NAME, “LIST” OR “OFF”

The user enters FROZEN and depresses the carriage return key. The program is now ready to communicate with the user.

20–6. Procedures.

Follow the procedures described below to execute the FROZEN program.

Table 20–6A
Procedures to execute the FROZEN program

FROZEN: AA, AR, NG OR END?
USER:
1. Enter the component for which an MOS quota status report is desired.
2. Depress the carriage return key.

FROZEN: FY/CATEGORY/SEX OR END(E)
USER:
1. Enter the last two digits of the desired fiscal year (either the current fiscal year or the next or “ALL” for both), enlistment category, and sex, making sure entries are within the slashes.
2. Enter E to return to the initial prompt.
3. Depress the carriage return key.

FROZEN: Generates the desired report and returns to the component selection prompt.
USER: N/A

```
AA, AR, NG OR END?
AR
FY  /CATEGORY/SEX OR END(E)
84    SP1


                                   FISCAL YEAR 84

THE FOLLOWING MOS CODES HAVE NO PROGRAM:


SP1

00B1   00J1   02B1   02C1   02D1   02F1   02G1   02H1   02I1   02J1
02K1   02L1   02M1   02N1   02S1   02T1   03C1   05BP   05B1   05CP
05K1   09R1   09S1   09W1   11M1   11QP   11SS   11XD   11XD   11XE
 .      .      .      .      .      .      .      .      .      .
 .      .      .      .      .      .      .      .      .      .
 .      .      .      .      .      .      .      .      .      .

 .      .      .      .      .      .      .      .      .      .
 .      .      .      .      .      .      .      .      .      .
 .      .      .      .      .      .      .      .      .      .
98C7   98C8   98C9   98GA   98GB   98GC   98GD   98GE   98GG   98GH
98GJ   98GK   98GL   98GM   98GP   98GQ   98GR   98GS   98GV   98G0
98G1   98G2   98G3   98G4   98G5   98G6   98G7   98G8   98G9   98J1
99T2

THE FOLLOWING MOS CODES ARE CURRENTLY CLOSED:


SP1

41B1   82C1   92C1   96C1

THE FOLLOWING MOS CODES HAVE MET THEIR ANNUAL PROGRAM:


SP1

31J1   35E1   51C1   52C1   62E1   74D1   76P1   81C1   83E1   83F1
91B1   91F1   91J1   91U1   97B1
AA,AR,NG or END?
END
```

Figure 20–1. FROZEN sample report session for field user.

```
AA, AR, NG OR END?
AR
FY  /CATEGORY/SEX OR END(E)
84    SP1


                                   FISCAL YEAR 84

THE FOLLOWING MOS CODES HAVE NO PROGRAM:


SP1

00B1   00J1   02B1   02C1   02D1   02F1   02G1   02H1   02I1   02J1
02K1   02L1   02M1   02N1   02S1   02T1   03C1   05BP   05B1   05CP
05K1   09R1   09S1   09W1   11M1   11QP   11SS   11XD   11XD   11XE
 .      .      .      .      .      .      .      .      .      .
 .      .      .      .      .      .      .      .      .      .
 .      .      .      .      .      .      .      .      .      .

 .      .      .      .      .      .      .      .      .      .
 .      .      .      .      .      .      .      .      .      .
 .      .      .      .      .      .      .      .      .      .
98C7   98C8   98C9   98GA   98GB   98GC   98GD   98GE   98GG   98GH
98GJ   98GK   98GL   98GM   98GP   98GQ   98GR   98GS   98GV   98GO
98G1   98G2   98G3   98G4   98G5   98G6   98G7   98G8   98G9   98J1
99T2

THE FOLLOWING MOS CODES ARE CURRENTLY CLOSED:


SP1

41B1   82C1   92C1   96C1

THE FOLLOWING MOS CODES HAVE MET THEIR ANNUAL PROGRAM:


SP1

31J1   35E1   51C1   52C1   62E1   74D1   76P1   81C1   83E1   83F1
91B1   91F1   91J1   91U1   97B1
AA,AR,NG or END?
END
```

Figure 20–2. FROZEN sample report for Army management users

Section IV
OUTPUT DESCRIPTION

20–7. Output.

FROZEN provides a report of MOS codes for which quotas have been met, are frozen, or are unavailable for a specified enlistment category within one of the three main Army components. Management user reports have subheadings in parentheses which refer to Annual file quota and status information. See Figures 20–1 and 20–2 for sample reports.

20–7A. (Not used.)

(Paragraph not used.)

Section V
ERROR MESSAGES AND CORRECTION PROCEDURES

20–8. System Errors.

The following is a representative list of possible system errors. If any such error messages appear, call the KEYSTONE Branch immediately.

1. Any message which contains one of the following phrases:
   XXXX FILE NOT INCREMENTED
   XXXX FILE NOT DECREMENTED
   XXXX FILE NOT UPDATED
2. Any message which contains one of the following phrases:
   COUNTERS WOULD BECOME NEGATIVE
   UNSUCCESSFUL UPDATE OF XXXXX
   RESERVATIONS WOULD BECOME NEGATIVE
3. **** TRACE BACK ****
   ENTRY POINT ENTRY ADDRESS RETURN ADDRESS
   XXXXXXXX ZZZZZZZZ ZZZZZZZZ
4. ERROR: ON LUN=XXXXXX
   VAM ERROR RETURN CODE=XXXXXX
   ACTION CODE=XXX
   KEYS (IN HEX)=ZZZZZZZZ, ZZZZZZZZ
   RECORD TYPE=XXX
   SPARE VARIABLE X=XXXXXX
   CALL KEYSTONE BRANCH
5. SYSTEM ERROR: INVALID XXXXX IN XXXX
   : ILLEGAL XXXXXX
   : OCCURRED IN XXX WHEN CALLING XXXX
   : IN XXXXXX WHEN RUNNING XXXXX
   : RETURNED BY XXXX
   : ERROR IN XXXX
   : XXXX NOT FOUND
   : RECORD DESCRIPTOR HAS XXXXXXX RETURN CODE IS XX
   : PLEASE CALL KEYSTONE BRANCH
6. ERROR: READING XXXXX
   :INVALID XXXX INDICATOR IN SUBROUTINE XX
   : XXX NOT FOUND ON XXXX FILE
   : XXXXX ERROR-SUBROUTINE XXXXXX
   : SIOXX-FOR KEY XXXXXX AND ACTION XXXX NUMREC=XXXXXXXX
   : ILLEGAL XXXX PASSED TO XXXXXX
   : BAD XXXX IN XXXXXX
   : IN XXXXX - XXXXXX
   : CANNOT FIND XXXX ON XXXXXX
7. FATAL ERROR - XXXXXX
8. SIOXX ERROR: XXXXXX
9. INVALID XXXXX IN SIOXX

10. INVALID VALUE FOR XXXXX IN XXXXXX
11. BAD RETURN FROM XXXX IN XXXXXX
12. PROBLEM WITH XXXX XXXX RECORD
    VALIDATING XXXXXX IN XXXXXX
    READING XXXXXXX
    IN XXXXXX
13. UNABLE TO GET DATA FROM XXXXXX
    VALIDATE XXXX - XXXXXX
    DECODE XX TYPE XXXXXX
14. VSAM ERROR=XXXX ON LUN XXX
15. VMCF ERROR=XXXXXX FOR LUN XXX
16. NO SINK AVAILABLE FOR LUN XXX
17. KEY/RECORD DISAGREE, KEY=XXXXXX RECORD: XXXXX
18. FACTOR XXXXXX NOT IN DATA DICTIONARY (XXXX)
19. LOGIC ERROR: XXXXXX XXXXX
20. XXXXX IS OUT OF RANGE XXXX IS AN INVALID XXXXX FOR COMPONENT (XXXX)
21. THIS OPTION NOT AVAILABLE AT THIS TIME
    ACTION IS XXXX
22. NO XXXXXX FOUND IN XXXXX
23. XXXXXX RECEIVED BY XXXX IS INCORRECT
24. $CTS ERROR IN XXXX ROUTINE

20–9. Operation Errors.

The following list contains possible operation error messages and the corrective action to be taken for each.

Table 20–9A
Operation Error Messages

MESSAGE: ERROR-FISCAL YEAR NOT ON FILE **ACTION:** The user has entered an invalid fiscal year. Users can only obtain reports for the current and/or next fiscal year. Enter the last two digits of the current or next fiscal year, or “ALL” between the slashes.
MESSAGE: ERROR-INVALID CATEGORY **ACTION:** The user has entered an invalid enlistment category for the Army component specified. Re-enter a valid enlistment category for the desired Army component. A list of abbreviations for the enlistment categories may be found in table 20–1.
MESSAGE: ERROR-INVALID VALUE FOR SEX or INVALID COMBINATION OF CATEGORY/SEX **ACTION:** The user has entered either an invalid value for SEX or an invalid combination of enlistment category and sex for the Army component specified. Re-enter values - a list of valid values and combinations is in Table 20–1.

Chapter 21
SPTLIN PROGRAM

Section I
PROGRAM SUMMARY

21–1. Purpose.

The SPTLIN program generates a report to help predict the number of AIT spaces that will be needed in the future. The program does this by searching the recruit file for Split Training reservations with RECSTA dates 14 months prior to a future AIT date which the user specifies. SPTLIN does not take into account the added AIT seats that will be necessitated by new recruits.

SPTLIN collects the data the user enters and runs a batch program. The batch program will produce the desired report on a high speed printer. SPTLIN does not generate any report on line at the terminal. See Appendix A for information on the batch processing mode.

21–2. Applicability.

The SPTLIN program is accessed by the following user groups:

a. KEYSTONE Branch

b. OCAR
c. Accession Management Branch

21–3. Options.

SPTLIN provides the user with the following options which are governed by the location ID and access code of the user. These options enable the user to set parameters for the report in respect to time (date), area (location), and component (NG or AR). The user will see only those prompts which pertain to the user's particular location ID and/or access.

The time parameters are set by the user-specified AIT dates. This is the only option available to the field user. The user may limit the report to the National Guard or the Army Reserve. The Both (B) option provides a report of future AITs in both components.

The Select(s)option enables a management user to report from one to twelve specific locations within a larger area. Management users have the additional option of choosing a particular Army or Regional Recruiting Command to be reported. The specific codes are listed in paragraph 21–4 below.

Section II
INPUT REQUIREMENTS

21–4. Data Items.

SPTLIN requires the user to enter the items described below. Field users enter only the first item. Other users will enter data appropriate to the data input prompts which will vary according to the LOCID and access status of the user.

1. Enter S to restrict the report to one to twelve LOCIDS within the user's range of access.

2. Enter A to report data for all LOCIDs.

3. Enter the appropriate three digit code to report recruits within a particular Army.

4. Enter the appropriate digit, one through six, to report recruits within a particular Regional Recruiting Command.

5. Management users with total access use the following codes to report all LOCIDs with a particular Army or Regional Recruiting Command.

Table 21–4
CODES

CODE	ARMY	CODE	REGION
100	1st Army	1	NERRC
200	2nd Army		
300	3rd Army		
400	4th Army		
500	5th Army	3	SERRC
600	6th Army	4	SWRRC
700	Western Command	5	MWRRC
		6	WRRC
800	Alaska		
900	Reserve Europe		

6. Begin MOS/end MOS. Enter two MOSs separated by a slash. The first MOS must be of lower numeric and alphanumeric value than the second MOS.

7. Enter ALL to report data for all MOSs.

8. Range of AIT dates. Enter the desired dates in MM/YY-MM/YY format, including the dash. These dates must be at least two months and not more than 36 months in the future. If the dates entered do not fall on Fridays SPTLIN will automatically move them up to the next Friday.

21–4A. (Not used.)

(Paragraph not used.)

Section III
PROGRAM OPERATION

21–5. Initiation Procedures.

After completing the sign-on procedures described in Appendix B, the system prints the following message:

ENTER PROGRAM NAME, "LIST" OR "OFF"

The user enters SPTLIN and depresses the carriage return key. The program is now ready to communicate with the user. Field users will see only the first prompt. Other users will see additional prompts determined by the user's location and/or access. Figure 21–1 is a sample execution and report.

21–6. Procedures.

Follow the procedures described below to generate a report, to be run in batch, of the predicted number of AIT spaces needed for a particular time frame.

Table 21–6A
Procedures to generate a report, to be run in batch, of the predicted number of AIT spaces needed for a particular time frame

SPTLIN: NG(N), AR(A), BOTH(B) OR LOCID(L)
USER:
1. Enter N to receive a report of the projected number of National Guard AIT classes needed.
2. Enter A to generate a report of the projected number of Army Reserve AIT classes needed.
3. Enter B to generate a report of the projected number of AIT classes needed in both the National Guard and the Army Reserve.
4. Enter L to receive a report of the predicted number of AIT classes needed for the user's location ID.
5. Depress the carriage return key and proceed to the next prompt.

SPTLIN: LOCATION ID INPUT

(The user will see one of the following prompts)
ENTER ALL (A) OR SELECT (S)
(National Guard)
ENTER ARMY (C) OR SELECT (S)
(CONUSA)
ENTER REGION (R) OR SELECT (S)
(RRCs)
ENTER ALL (A), ARMY (100–900), REGION (1–6), SELECT (S)
(Management)

USER:
1. Enter A, C, or R and depress the carriage return key to report the projected number of AIT slots within the user's access area and the time period to be specified. Depress the carriage return key and skip the next two prompts.
2. Enter S, depress the carriage return key and proceed to the next prompt to limit the report from one to 12 specific locations.
3. Enter Army or Regional codes as specified in paragraph 21–3 and depress the carriage return key to obtain a report of the projected number of AIT seats within a particular Army or Region for the AIT dates to be specified. Skip the next two prompts.

SPTLIN: ENTER LOCIDS BETWEEN THE SLASHES
/ / / / / / / / / / / /
USER:
1. Enter the specific identification codes for the locations to be reported. Up to 12 location codes may be entered.
2. Depress the carriage return key.

SPTLIN: ENTER MORE LOCIDS (Y) OR (N)?

1. Enter Y to enter more identification codes, depress the carriage return key and return to the previous prompt.
2. Enter N and depress the carriage return key to indicate that no more locations are to be reported.

SPTLIN: BEGIN MOS/END MOS OR 'ALL' OR 'END':
USER:
1. Enter two MOSs separated by a slash to define the range of MOSs for the report.
2. Enter ALL to generate a report of the projected number of AIT slots for all MOSs within the user's access area. Do not include the slashes.
3. Enter END to terminate the program. Do not include the slashes.
4. Depress the carriage return key.

SPTLIN: ENTER RANGE OF AIT DATES (MM/YY - MM/YY) OR/END/:
USER:
1. Enter the dates (month and year only), separated by a dash, which are to define the time parameters of the report.
2. Enter END to terminate the program. Do not include slashes.
3. Depress the carriage return key.

Table 21–6A
Procedures to generate a report, to be run in batch, of the predicted number of AIT spaces needed for a particular time frame—Continued

SPTLIN: RUN JOB NOW(N) DELAY IT(D) OR CANCEL IT(C)
USER:
1. Enter N to have the batch program, SPTBAT, run immediately with the data the user entered in SPTLIN. The report will be printed as soon as possible.
2. Enter D to have the batch program, SPTBAT, run during the hours between midnight and eight a.m. SPTBAT will use the data the user entered in SPTLIN.
3. Enter C to cancel the batch job set up in this program. SPTLIN will print a message to indicate that the job will not be run and will end. Do not proceed to the next prompt.
4. Depress the carriage return key.

SPTLIN: OUTPUT TO BE RECEIVED VIA HIGH SPEED PRINTER
The report will be produced on the remote printer associated with the user's location ID. If the user does not have a valid location ID the report will not be printed. Figure 21–1 is a sample run of SPTLIN. Figure 21–2 is a sample SPTBAT report.
USER: N/A

```
THE PROGRAM SUBMITS MANAGEMENT REPORT OF SPT BT RESERVATIONS USED IN PROJECTION

NG(N),AR(A),BOTH(B),OR LOCID(L)?A
LOCATION ID INPUT -

ENTER ALL(A),ARMY(100-900),REGION(1-6),SELECT(S):A
BEGIN MOS/END MOS OR 'ALL' OR 'END':11B1/35E1
ENTER RANGE OF AIT DATES (MM/YY-MM/YY) or 'END':6/83
RUN JOB NOW(N), DELAY IT(D), OR CANCEL IT(C)?N
RUN FILE 4511  TO UZK089  COPY 001  NOHOLD
OUTPUT TO BE RECEIVED VIA HIGH SPEED PRINTER
```

Figure 21–1. SPTLIN sample run

```
NG      SPT MANAGEMENT REPORT FOR PROJECTED RANGE OF DATES:  JUN / 83

MOS     SEX     TOTAL  JUN

LOCATION ID 10
--------------
19E1      M              1          1
          F              0          0

                                     TOTALS BY LOCATION ID
                         1          1

LOCATION ID 11
--------------
19D1      M              1          1
          F              0          0

                                     TOTALS BY LOCATION ID
                         1          1

LOCATION ID 12
--------------
11C1      M              1          1
          F              0          0

                                     TOTALS BY LOCATION ID
                         1          1

LOCATION ID 14
--------------
11B1      M              2          2
          F              0          0

                                     TOTALS BY LOCATION ID
                         2          2

LOCATION ID 19
--------------
12B1      M              1          1
          F              0          0

                                     TOTALS BY LOCATION ID
                         1          1

LOCATION ID 20
--------------
11H1      M              1          1
          F              0          0

                                     TOTALS BY LOCATION ID
                         1          1
```

Figure 21–2. SPTLIN sample report

```
LOCATION ID 21
--------------
31V1     M              1          1
         F              0          0

                                   TOTALS BY LOCATION ID
                        1          1

LOCATION ID 22
--------------
11B1     M              3          3
         F              0          0
12B1     M              1          1
         F              0          0

                                   TOTAL BY LOCATION ID
                        4          4

LOCATION ID 24
--------------
17K1     M              1          1
         F              0          0

                                   TOTAL BY LOCATION ID
                        1          1

LOCATION ID 25
--------------
13B1     M              1          1
         F              0          0

                                   TOTAL BY LOCATION ID
                        1          1

LOCATION ID 26
--------------
19D1     M              3          3
         F              0          0

                                   TOTALS BY LOCATION ID
                        3          3

LOCATION ID 28
--------------
26L1     M              1          1
         F              0          0

                                   TOTALS BY LOCATION ID
                        1          1
```

Figure 21–2. SPTLIN sample report - Continued

```
LOCATION ID 29
--------------
11B1     M              1          1
         F              0          0
13B1     M              3          3
         F              0          0
13E1     M              1          1
         F              0          0

                                   TOTALS BY LOCATION ID
                        5          5

LOCATION ID 30
--------------
11B1     M              1          1
         F              0          0

                                   TOTALS BY LOCATION ID
                        1          1

LOCATION ID 31
--------------
12B1     M              2          2
         F              0          0
12C1     M              1          1
         F              0          0
31V1     M              1          1
         F              0          0

                                   TOTALS BY LOCATION ID
                        4          4

LOCATION ID 32
--------------
31V1     M              1          1
         F              0          0

                                   TOTALS BY LOCATION ID
                        1          1

LOCATION ID 33
--------------
11B1     M              1          1
         F              0          0
12B1     M              1          1
         F              0          0

                                   TOTALS BY LOCATION ID
                        2          2
```

Figure 21–2. SPTLIN sample report - Continued

```
LOCATION ID 34
--------------
16F1     M              1         1
         F              0         0

                                   TOTALS BY LOCATION ID
                        1         1

LOCATION ID 35
--------------
12C1     M              1         1
         F              0         0

                                   TOTALS BY LOCATION ID
                        1         1

                        TOTAL FOR ALL REPORTED LOCATION IDS
                        TOTAL JUN
                            33  33
*****SPTLIN             END OF REPORT
```

Figure 21–2. SPTLIN sample report - Continued

Section IV
OUTPUT DESCRIPTION

21–7. Output.

SPTLIN provides a report of the split training reservations for a specific range of MOSs made 14 months prior to the dates entered. Table 21–1 lists the items found on this report.

Table 21–1
SPTLIN output description

Field Name	Field Label	Content Description
Location ID	LOCATION ID	Location Identification code specifying the location for which the report is generated.
Military Occupational Specialty	MOS	A four character Military Occupational Specialty code.
Sex	SEX	Sex indicator which specifies the number of male and female reservations.
Date of the Report	DATE	the month, entered by the user, which the report covers.

21–7A. (Not used.)

(Paragraph not used.)

Section V
ERROR MESSAGES AND CORRECTION PROCEDURES

21–8. System Errors.

The following is a representative list of possible system errors. If any of these error messages appear, call the KEYSTONE Branch immediately.

1. ERROR IN FILEDEF UNIT 66
2. IDIM-BINARY-INVALID DIMENSION IN BINARY SEARCH
3. ERROR ON LUN=XXX XXX
   VSAM ERROR RETURN CODE=XXXXXX
   ACTION CODE=XXX

KEYS (IN HEX)=ZZZZZ, ZZZZZ
RECORD TYPE=XXX
SPARE VARIABLE1=XXXXXX
SPARE VARIABLES=XXXXXX
CALL REQUEST OFFICE

4. ERROR TEXT MUST END WITH A PERIOD
5. ERROR VALIDATING USERID-MGMTID
6. VSAM ERROR=XXXX ON LUN XXXX
7. VMCF ERROR=XXXXXX ON LUN XXX
8. NO SINK AVAILABLE FOR LUN XXX
9. READMANY IN SI048 ONLY ALLOWED FOR TYPES 2,4,5,6
10. ERROR IN UPDATE ARGUMENTS CALLING SI048
11. SYSTEM ERROR IN VALVAL WHEN RUNNING PRMPTL
12. ERROR IN MOVECH-SI091
13. ERROR: INVALID ACTION PASSED TO SI093
14. ERROR: INVALID RECTYPE PASSED TO SI093
15. ERROR: INVALID DELETE OF RECTYPE SI093
16. ERROR: INVALID START BYTE FOR ACTION31, SI093
17. ERROR: INVALID BYTE LEN FOR ACTION31, SI093
18. ERROR: INVALID RECTYPE FOR READMANY, SI093
19. ERROR: INVALID NUMREC FOR RECTYPE, SI093
20. INVALID NUMBER OF FACTORS PASSED TO SUBROUTINE VALVAL XXX
21. ERROR: INVALID FACTOR NUMBER PASSED TO SUBROUTINE VALVAL
22. ERROR: INVALID TRANSLATION FACTOR LENGTH FOR FACTOR XXXX, VALVAL
23. ERROR: INVALID FACTOR TYPE: XXX FOR FACTOR XXXX SUBROUTINE VALVAL
24. ERROR: ERROR VALIDATING MONTH, MOVECH SUBROUTINE VALVAL
25. ERROR: ERROR VALIDATING YEAR, MOVECH SUBROUTINE VALVAL
26. **** TRACE BACK ****

ENTRY POINT	ENTRY ADDRESS	RETURN ADDRESS
XXXXXXXX	ZZZZZZZZZZZZ	ZZZZZZZZZZZZZ

27. ERROR: NON-INTEGER USERID-BATID
28. ERROR IN CALL TO $CTS IN SUBMET.

21–9. Operation Errors.

The following list contains possible operation error messages and the corrective action to be taken for each.

Table 21–9A
Operation Error Messages

MESSAGE: MOS XXX IS NOT ON THE QUALIFICATIONS FILE
ACTION: Re-enter a valid MOS.

MESSAGE: INVALID RANGE OF MOS
ACTION: Re-enter MOSs in increasing numeric and alpha numeric order.

MESSAGE: XX/XX IS OUT OF VALID RANGE, TRY AGAIN
ACTION: Re-enter dates more than two days and not more than 26 months in the future.

MESSAGE: CODE INVALID, RE-ENTER
ACTION: This message is followed by a prompt. Enter the correct code.

MESSAGE: CHARACTER USER SLASH, RE-ENTER LINE
ACTION: A character has been entered under a slash. Enter data as close to the center of each space as possible.

MESSAGE: ERROR: YOU DO NOT HAVE ACCESS TO LOCID XXX
ACTION: Re-enter a valid location ID.

MESSAGE: INVALID RESPONSE
ACTION: Verify and re-enter a correct response.

MESSAGE: INVALID REMOTE ID VALUE SENT TO SUBMET. JOB NOT SUBMITTED.
ACTION: The user has attempted to generate a SPTLIN report from a location ID which is not authorized to print this report. No action is necessary in response to this message. The program will end.

MESSAGE: 1. UZKXXX NOT AUTHORIZED TO RUN BATCH PROGRAMS AT THIS TIME

Table 21–9A
Operation Error Messages—Continued

2. OUTPUT TO BE RECEIVED VIA HIGH SPEED PRINTER
3. JOB NOT SUBMITTED

ACTION: The above are information messages. They do not require any specific corrective action by the user.

Chapter 22
GETREP PROGRAM

Section I
PROGRAM SUMMARY

22–1. Purpose.
The GETREP program reports Army Reserve and National Guard (REP) recruit training data for user-specified AIT dates and MOS codes. Up to 60 dates and 400 skills may be entered. A maximum of 2000 records may be reported.

22–2. Applicability.
The GETREP program is accessed by the following user groups:
a. Accession Management Branch
b. REQUEST/RETAIN Branch

Section II
INPUT REQUIREMENTS

22–3. Data Items.
GETREP requires the user to enter two items.
a. AIT date. Enter the desired AIT date(s)in DD/MM/YY format, including the slashes.
b. MOS code. Enter the desired four-character code(s).

22–3A. (Not used.)
(Paragraph not used.)

Section III
PROGRAM OPERATION

22–4. Initiation Procedures.
After completing the sign-on procedures described in Appendix B, the system prints the following message:

ENTER PROGRAM NAME, “LIST” OR “OFF”

The user enters GETREP and depresses the carriage return key. The program is now ready to communicate with the user.

22–5. Procedures.
Follow the procedures described below to obtain the GETREP report. See figure 22–1 for a sample report.

Table 22–5A
Procedures to obtain the GETREP report

GETREP: THIS PROGRAM REPORTS ARMY RESERVE AND NATIONAL GUARD RECRUIT RECORDS BY AIT DATE AND MOS CODE

YOU MAY ENTER UP TO 60 DATES AND 400 MOS CODES

A MAX OF 2000 RECORDS MAY BE REPORTED

ENTER AIT DATE, N (FOR NO MORE DATES), OR E (END PROGRAM):
USER:

Table 22–5A
Procedures to obtain the GETREP report—Continued

1. Enter the desired AIT date in DD/MM/YY format, including the slashes, and depress the carriage return key. GETREP will repeat this prompt.
2. Enter N and depress the carriage return key to indicate that no more AIT dates are to be entered. Proceed to the next prompt.
3. Enter E and depress the carriage RETURN key to terminate the program. No report will be printed.

GETREP: ENTER MOS CODE, N (FOR NO MORE ENTRIES), OR E (END PROGRAM):

USER:

1. Enter the desired four-character MOS code and depress the carriage return key. GETREP will repeat this prompt.
2. Enter N and depress the carriage return key when no more MOS codes are to be entered. Proceed to the next step.
3. Enter E and depress the carriage return key to terminate the program. No report will be printed.

GETREP:

1. Prints a privacy act message and the report, and then terminates the program.
2. Prints a message if no records are found which match the specified input, and terminates the program.
3. If the maximum number of records have been reported, GETREP prints the following and terminates the program.

**** 2000 RECORDS HAVE BEEN PRINTED ****
THERE MAY BE MORE RECORDS WHICH MEET YOUR INPUT CRITERIA

USER: Re-enter the GETREP program and specify AIT dates and MOS codes if more records are desired.

```
     THIS PROGRAM REPORTS ARMY RESERVE AND NATIONAL
     GUARD RECRUIT RECORDS BY AIT DATE AND MOS CODE.

YOU MAY ENTER UP TO 60 DATES AND 400 MOS CODES.
A MAX OF 2000 RECORDS MAY BE REPORTED.
ENTER AIT DATE, N (FOR NO MORE DATES), OR E (END PROGRAM):
2/7/82
ENTER AIT DATE, N (FOR NO MORE DATES), OR E (END PROGRAM):
N
ENTER MOS CODE, N (FOR NO MORE MOS ENTRIES), OR E (END PROGRAM):
91B1
ENTER MOS CODE, N (FOR NO MORE MOS ENTRIES), OR E (END PROGRAM):
N

       PERSONNEL DATA-PRIVACY ACT OF 1974 (5 USC 552A)

SOC SEC#   / NAME                 / MOS  / AIT LOC  / AIT DATE /
422422422    DAVID, ANNE H          91B1   HOUSTON    02/07/82
PRE MOS / AIT LOC2 / AITDATE2 / LOCID / ENLIST   /
                                 10     13/10/81

SOC SEC#   / NAME                 / MOS  / AIT LOC  / AIT DATE /
362362362    JONES, JOHN            91B1   HOUSTON    02/07/82
PRE MOS / AIT LOC2 / AITDATE2 / LOCID / ENLIST   /
                                 14     16/06/81

SOC SEC#   / NAME                 / MOS  / AIT LOC  / AIT DATE /
368368368    KERR, LAURA            91B1   HOUSTON    02/07/82
PRE MOS / AIT LOC2 / AITDATE2 / LOCID / ENLIST   /
                                 14     19/08/81

SOC SEC#   / NAME                 / MOS  / AIT LOC  / AIT DATE /
372372372    SANDERS, RICHARD       91B1   HOUSTON    02/07/82
PRE MOS / AIT LOC2 / AITDATE2 / LOCID / ENLIST   /
                                 14     02/02/81

SOC SEC#   / NAME                 / MOS  / AIT LOC  / AIT DATE /
383383383    SMITH, EDWIN A         91B1   HOUSTON    02/07/82
PRE MOS / AIT LOC2 / AITDATE2 / LOCID / ENLIST   /
                                 14     17/04/81

SOC SEC#   / NAME                 / MOS  / AIT LOC  / AIT DATE /
266266266    MULLIN, JAMES P        91B1   HOUSTON    02/07/82
PRE MOS / AIT LOC2 / AITDATE2 / LOCID / ENLIST   /
                                 AL     15/05/81

SOC SEC#   / NAME                 / MOS  / AIT LOC  / AIT DATE /
276276276    COLLINS, WILLIAM       91B1   HOUSTON    02/07/82
PRE MOS / AIT LOC2 / AITDATE2 / LOCID / ENLIST   /
                                 AL     23/12/80
```

Figure 22–1. GETREP sample report

Section IV
OUTPUT DESCRIPTION

22–6. Output.

GETREP provides a report which lists recruits who have training reservations that match the user-specified AIT date(s) and MOS code(s). The information reported for each recruit is listed in table 22–1.

Table 22–1
GETREP output description

Field Name	Field Label	Content Description
Social security number	SOC SEC#	The recruit's nine-digit social security number.
Name	NAME	The recruit's name.
MOS code	MOS	The four-character military occupational specialty for which the recruit is to be trained.
Advanced individual LOC training location	AIT LOC	The location of the scheduled AIT training class.
AIT date	AIT DATE	The scheduled starting date of the AIT class.
Prerequisite MOS	PRE MOS	The prerequisite MOS, if any.
Prerequisite AIT location	AIT LOC2	The training location of the prerequisite MOS.
Prerequisite AIT date	AITDATE2	The starting training class date for the prerequisite MOS.
Enlistment date	ENLIST	The date on which the recruit enlisted.
Location identification code	LOCID	The location where the reservation was made.

22–6A. (Not used.)

(Paragraph not used.)

Section V
ERROR MESSAGES AND CORRECTION PROCEDURES

22–7. System Errors.

The following is a representative list of possible system errors. If any such error messages appear, call the REQUEST/RETAIN Branch immediately.

1. Any message which contains one of the following phrases:
   XXXX FILE NOT INCREMENTED
   XXXX FILE NOT DECREMENTED
   XXXX FILE NOT UPDATED
2. Any message which contains one of the following phrases:
   COUNTERS WOULD BECOME NEGATIVE
   UNSUCCESSFUL UPDATE OF XXXXX
   RESERVATIONS WOULD BECOME NEGATIVE
3. **** TRACE BACK ****
   ENTRY POINT ENTRY ADDRESS RETURN ADDRESS
   XXXXXXXX ZZZZZZZZ ZZZZZZZZ
4. ERROR: ON LUN=XXXXXX
   VSAM ERROR RETURN CODE=XXXXXX
   ACTION CODE=XXX
   KEYS (IN HEX)=ZZZZZZZZ, ZZZZZZZZ
   RECORD TYPE=XXX
   SPARE VARIABLE X=XXXXXX
   CALL REQUEST/RETAIN BRANCH
5. SYSTEM ERROR: INVALID XXXXX IN XXXX
   : ILLEGAL XXXXXX

: OCCURRED IN XXX WHEN CALLING XXXX
: IN XXXXXX WHEN RUNNING XXXXX
: RETURNED BY XXXX
: ERROR IN XXXX
: XXXX NOT FOUND
: RECORD DESCRIPTOR HAS XXXXXXX RETURN CODE IS XX
: PLEASE CALL REQUEST/RETAIN BRANCH

6. ERROR: READING XXXXX
: INVALID XXXX INDICATOR IN SUBROUTINE XX
: XXX NOT FOUND ON XXXX FILE
: XXXXX ERROR-SUBROUTINE XXXXXX
: SIOXX-FOR KEY XXXXXX AND ACTION XXXX NUMREC=XXXXXXXX
: ILLEGAL XXXX PASSED TO XXXXXX
: BAD XXXX IN XXXXXX
: IN XXXXX -XXXXXX
: CANNOT FIND XXXX ON XXXXXX
7. FATAL ERROR - XXXXXX
8. SIOXX ERROR: XXXXXX
9. INVALID XXXXX IN SIOXX
10. INVALID VALUE FOR XXXXX IN XXXXXX
11. BAD RETURN FROM XXXX IN XXXXXX
12. PROBLEM WITH XXXX XXXX RECORD
VALIDATING XXXXXX IN XXXXXX
READING XXXXXXX
IN XXXXXX
13. UNABLE TO GET DATA FROM XXXXXX
VALIDATE XXXX - XXXXXX
DECODE XX TYPE XXXXXX
14. VSAM ERROR=XXXX ON LUN XXX
15. VMCF ERROR=XXXXXX FOR LUN XXX
16. NO SINK AVAILABLE FOR LUN XXX
17. KEY/RECORD DISAGREE, KEY=XXXXXX RECORD: XXXXX
18. FACTOR XXXXXX NOT IN DATA DICTIONARY (XXXX)
19. LOGIC ERROR: XXXXXX XXXXX
20. XXXXX IS OUT OF RANGE XXXX IS AN INVALID XXXXX FOR COMPONENT (XXXX)
21. THIS OPTION NOT AVAILABLE AT THIS TIME
ACTION IS XXXX
22. NO XXXXXX FOUND IN XXXXX
23. XXXXXX RECEIVED BY XXXX IS INCORRECT
24. $CTS ERROR IN XXXX ROUTINE

22–8. Operation Errors.

The following list contains possible operation error messages and the corrective action to be taken for each.

Table 22–8A
Operation Error messages

MESSAGE: NO AIT DATES ENTERED.
ACTION: The data entry prompt for AIT dates will be repeated. Enter an AIT date in DD/MM/YY format, or follow the alternative procedures as described in paragraph 22–5.

MESSAGE: NO MOS CODES ENTERED
ACTION: The data entry prompt for MOS codes will be repeated. Enter an MOS code, or follow the alternate procedures as described in paragraph 22–5.

MESSAGE: INVALID MOS CODE ENTERED
ACTION: The data entry prompt for MOS codes will be repeated. Enter a valid four-character MOS code.

MESSAGE: ERROR IN AIT DATE INPUT. PLEASE RE-ENTER LINE
ACTION: The data input prompt will be repeated. Re-enter the AIT date in DD/MM/YY format including the slashes.

Chapter 23
SWAR PROGRAM

Section I
PROGRAM SUMMARY

23–1. Purpose.
The SWAR program allows users to report all or selected records of split training Phase I reservations without a Phase II reservation, ship verified, with the inactive indicator not set. SWAR report data is compiled by the KICKER Program from the Army Reserve and National Guard Recruit files once a week on Monday morning. Any updates to the Recruit files will be reflected in the following week's data.

23–2. Applicability.
The SWAR program is accessed by the following user groups:
a. KEYSTONE Branch
b. USAR Recruiting Battalions
c. USAREC
d. Accession Management Branch
e. OCAR
f. NGB
g. FORSCOM

23–3. Options.
SWAR provides the management user with the following options according to the user's access level:
a. LOCID ALL (A)
ARMY (100–900)
REGION (1–6)
SELECT (S)-designated LOCIDs

b. AR-HIERARCHY CONUSA (01–09)(Batch output only)
MUSARC (1–99)
DRC (1A–7U)
ALL (A) (Batch output only)
DRC/MUSARC combinations
Management users have access to all report modes. CONUSA users have access to their CONUSA only, a MUSARC report for any MUSARC in the CONUSA, and any LOCID report.
All CONUSA reports will be submitted in Batch to run on the user's ID the next morning.
MUSARC users have access to any MUSARC report and any LOCID report.
DRC users are prompted for MUSARC/DRC combination values. With a valid combination entry, the report for that DRC in that MUSARC is displayed. DRC users may also access any LUCID report.
Other users have access to reports only for the particular LOCID or UIC associated with the access code.

Section II
INPUT REQUIREMENTS

23–4. Data Items.
SWAR requires the management user to enter one or more of the following items.
a. Valid LOCID(s).
b. Valid Army code (100–700).
c. Valid region number (1–6).
d. Valid CONUSA (01–09).
e. Valid MUSARC (1–99).
f. Valid DRC (1A–7U).

23–4A. (Not used.)
(Paragraph not used.)

Section III
PROGRAM OPERATION

23–5. Initiation Procedures.

After completing the sign-on procedures described in Appendix B, the system prints the following message:

ENTER PROGRAM NAME, “LIST” OR “OFF”

The user enters SWAR and depresses the carriage RETURN key. The program is now ready to communicate with the user.

23–6. Procedures.

Follow the procedures described below to report split training Phase I reservations without a Phase II reservation.

Table 23–6A
Procedures to report split training Phase I reservations without a Phase II reservation

SWAR: SWAR

```
**************************ADVISORY*************************
* SWAR DATA IS GENERATED EVERY SUNDAY.  UPDATES TO RECRUIT *
* RECORDS THROUGHOUT THE WEEK WILL NOT CHANGE THE SWAR     *
* REPORT UNTIL THE DATA IS REBUILT NEXT SUNDAY.            *
************************************************************
```

Field users with limited access see no LOCID input prompts. SWAR reports the user’s LUCID only. Management users will see the following prompt.
PROCESS BY LOCID (L), AR-HIERARCHY (A) OR END (E)?
USER:
1. Enter L to process the report by LOCID and follow the procedures below.
2. Enter A to process the report by AR-HIERARCHY and follow the procedures in paragraph 23–7.
3. Depress the carriage return key.
Note: Users will see one of the following prompts according to access level.

SWAR: LOCATION ID INPUT -
ENTER ALL (A) OR SELECT (S):
ENTER ARMY (C) OR SELECT (S):
ENTER REGION (R) OR SELECT (S):
ENTER ALL (A), ARMY (100 –700), REGION (1–6), SELECT (S):
USER:
1. Select and enter one of the report parameters from the prompt displayed. If S (Select) is entered, proceed to the next prompt. Otherwise, SWAR prints the report and terminates. See figure 23–1 for a sample report.
2. Depress the carriage return key.

SWAR: ENTER LOCIDS BETWEEN THE SLASHES
/ / / / / / / / / / / /
USER:
1. Enter valid LOCIDs between the slashes.
2. Depress the carriage return key.

SWAR: ENTER MORE LOCIDS (Y) OR (N)?
USER:
1. Enter Y to enter another series of LOCIDs.
2. Enter N. If more than one LOCID was entered, skip the next step.
3. Depress the carriage return key.

SWAR: PROCESS BY LOCID (L) OR DRC (D)
USER:
1. Enter L to have the records listed by LOCID.
2. Enter D to have the records listed by DRC.

Table 23–6A
Procedures to report split training Phase I reservations without a Phase II reservation—Continued

3. Depress the carriage return key.

SWAR: Prints the desired list of reservations, including each individual's name, MOS, social security number, LOCID, ship date, UIC, MUSARC, phone number, SM phone, and unit designation. The SWAR program terminates for field users and returns to the initial prompt for management users.

USER: N/A

SWAR: Prints the desired list of reservations, including each individual's name, MOS, social security number, LOCID, ship date, UIC, MUSARC, phone number, SM phone, and unit designation. The SWAR program terminates for field users and returns to the initial prompt for management users.

```
*************************ADVISORY*************************
* SWAR DATA IS GENERATED EVERY SUNDAY.  UPDATES TO RECRUIT *
* RECORDS THROUGHOUT THE WEEK WILL NOT CHANGE THE SWAR     *
* REPORT UNTIL THE DATA IS REBUILT NEXT SUNDAY.            *
************************************************************


PROCESS BY LOCID (L), AR-HIERARCHY (A) OR END (E)?
L
LOCATION ID INPUT -

ENTER ALL (A), ARMY (100-900), REGION (1-6), SELECT (S):
S
ENTER LOCIDS BETWEEN THE SLASHES
    /    /    /    /    /    /    /    /    /    /    /    /
11

ENTER MORE LOCIDS (Y) OR (N)?
N
PROCESS BY LOCID (L) OR DRC (D)?
L

            SPLIT TRAINING PHASE I RESERVATIONS WITHOUT A PHASE II
-------------------------------------------------------------------------------

                                **** 21/ 3/84 ****

LOCID 11

 NAME                          / MOS / SOC SEC# / LOCID / SHIP DATE / UIC # /
MUSARC / PHONE NO   /
 SM PHONE / UNIT-DSG

OAKLEY, ANOTHONY /A             76C1    62222222   11    10/ 7/81     WTE2AA

  0        0

JOHNSON JEFFERSON /P            95B1    66666666   11    16/ 7/82     WTE2AAA
03      1111111111
9143598118     812 MP CO
```

Figure 23–1. SWAR display selected records by LOCID. Sample execution

```
BARKER DONALD                          76Y1    77777777    11     20/ 5/83     W8WLA2A
        9144444444

  0        0

SMITH, ROGER                           51R1    73737373    11     25/ 6/82     WS5JDOA
03      9144444444
9143614311     CO D 854 ENGR BN (EQ MNT)

ARCH, CARL                             91E1    76666666    11      2/ 7/81     WS5JDOA

  0        0

                    ************* END OF REPORT *************

PROCESS BY LOCID (L), AR-HIERARCHY (A) OR END (E)?
E
```

Figure 23–1. SWAR display selected records by LOCID. Sample execution - Continued

23–7. Procedures for SWAR Processing of AR-Hierarchy.

----------NOTICE----------

FORSCOM and KEYSTONE users who choose to report ALL (A) or CONUSA (C) - reports are immediate BATCH on selected printer.
CONUSA users who choose to report one CONUSA (C) - reports are delayed batch on selected printer.

The user will see one or more of the following prompts, according to access level.

Table 23–7
Procedures for SWAR processing of AR-Hierarchy

SWAR: PROCESS BY CONUSA (C), MUSARC (M), DRC (D), ALL (A),
(FORSCOM) END (E)
(KEYSTONE)
(CONUSA) PROCESS BY CONUSA (C), MUSARC (M), END (E), OR EXIT (X)
(MUSARC) ENTER A MUSARC (1-99), END (E), OR EXIT (X)
(DRC) DRC/MUSARC, END (E) OR EXIT (X)

USER: The procedures are divided into sections marked by ****'USER'****. Follow the procedures according to your access level. See figure 23–2 for a sample report.

*a. **** FORSCOM, KEYSTONE and CONUSA ****

Table 23–7A
FORSCOM, KEYSTONE and CONUSA

USER:
1. Enter C to report one CONUSA and follow the procedures under ****CONUSA****.
2. Enter M to report one MUSARC and follow the procedures under ****MUSARC****.
3. Enter D to report a DRC and follow the procedures under ****DRC****.

(FORSCOM and KEYSTONE only):
4. Enter A to report all units and follow the procedures below.
5. Enter E to RETURN to the initial prompt.
6. Enter X to terminate the SWAR program.
7. Depress the carriage return key.

Table 23–7A
FORSCOM, KEYSTONE and CONUSA—Continued

SWAR: SEND OUTPUT TO SAC (1), SCHOOLS BRANCH (2), USAREC (3), OR FORSCOM (4), VETRO (5), VETRO (6), VETRO (7), VETRO (8), VETRO, VETRO (10), VETRO (11), BSC LASER (12)?
USER:
1. Select and enter the desired output location for an immediate Batch report.
2. Depress the carriage return key.

SWAR: PUN FIL XXXX TO XXXX COPY 00X NOHOLD
SWAR repeats the initial prompt.
USER: N/A

*b. ****CONUSA *****

Table 23–7B
CONUSA

SWAR: PLEASE ENTER A CONUSA (01–09), END (E), OR EXIT (X)
USER:
1. Enter a CONUSA code for a report.
2. Enter E to return to the initial prompt.
3. Enter X to terminate SWAR.
4. Depress the carriage return key.

The report will be Batch to a designated location FORSCOM and KEYSTONE will be immediate batch, CONUSA users will be delayed batch.

SWAR: SEND OUTPUT TO SAC (1), SCHOOLS BRANCH (2), USAREC (3), OR FORSCOM (4), VETRO (5), VETRO (6), VETRO (7), VETRO (8), VETRO (9), VETRO (10), VETRO (11), BSC LASER (12)?
USER:
1. Select and enter the desired output location.
2. Depress the carriage return key.

SWAR: RUN FILE XXXX TO (LOCATION) COPY 00X HOLD (OR NOHOLD) Prints the report at the desired location immediately for FORSCOM and KEYSTONE ID, the next morning for CONUSA ID, and repeats the initial prompt.
USER: N/A

*c. ****MUSARC *****

Table 23–7C
MUSARC

SWAR: ENTER A MUSARC (1-99), END (E), or EXIT (X)
USER:
1. Enter a MUSARC code.
2. Enter E to return to the initial prompt.
3. Enter X to terminate the SWAR program.
4. Depress the carriage return key.

SWAR: If the MUSARC entered is associated with only one CONUSA, SWAR displays the report; otherwise.
THIS MUSARC IS IN THE FOLLOWING CONUSAS XXX XXX XXX -----.
ENTER THE CONUSA YOU WANT TO REPORT, END (E), OR EXIT (X)
USER:
1. Enter a CONUSA from the list displayed.
2. Enter E to return to the initial prompt.
3. Enter X to terminate the SWAR program.
4. Depress the carriage return key.

SWAR: Displays the SWAR report and returns the user to the initial prompt.
USER: N/A

*d. *** DRC *****

Table 23–7D
DRC

SWAR: DRC/MUSARC, END (E), OR EXIT (X).
USER:
1. Enter a DRC/MUSARC combination.
2. Enter E to return to the initial program prompt.
3. Enter X to terminate the SWAR program.
4. Depress the carriage return key.

SWAR: SWAR displays the report unless the DRC/MUSARC combination is associated with more than one CONUSA. If there is such an association:
CONUSA FOUND, CONUSA=XXXX
CONUSA=XXXX
.
.
.
CONUSA=XXXX
SELECT ONE CONUSA CODE FROM THE LIST, END (E), OR EXIT (X).
USER:
1. Select and enter a CONUSA from the displayed list.
2. Enter E to return to the initial prompt.
3. Enter X to terminate SWAR.
4. Depress the carriage return key.

SWAR: Displays the report and returns the user to the initial prompt.
USER: N/A

```
*************************ADVISORY*************************
* SWAR DATA IS GENERATED EVERY SUNDAY.  UPDATES TO RECRUIT *
* RECORDS THROUGHOUT THE WEEK WILL NOT CHANGE THE SWAR     *
* REPORT UNTIL THE DATA IS REBUILT NEXT SUNDAY.            *
************************************************************

PROCESS BY LOCID (L), AR-HIERARCHY (A) OR END (E)?
A
PROCESS BY CONUSA (C), MUSARC (M), DRC (D), ALL (A), END (E) OR EXIT (X)
M
ENTER A MUSARC (1-99), END (E), OR EXIT (X)
2

             SPLIT TRAINING PHASE I RESERVATIONS WITHOUT A PHASE II
              MUSARC 02   HIERARCHY REPORT
-------------------------------------------------------------------------------

                                 **** 21/ 3/84 ****

MUSARC   02

DRC ALBANY

 NAME                            / MOS / SOC SEC# / CREDT / LOCID / SHIP DAT /
MUSARC / UIC#   /PHONE NO        /
 SM PHONE  / UNIT-DSG

JONES JOHN DOE                     65J1   77777777    1F1H   67      17/ 6/83
02       W7TSAAA 222222222
0236322117     USA TRANS RAIL SVCS (2A)

SMITH JAMES D                      65J1   44444444    1F2L   691      6/ 9/83
02       W7TSAAA
2036322117     USA TRANS RAIL SVCS (2A)

                    ************* END OF REPORT *************

ENTER A MUSARC (1-99), END (E), OR EXIT (X)
E
PROCESS BY CONUSA (C), MUSARC (M), DRC (D), ALL (A), END (E) OR EXIT (X)
E
PROCESS BY LOCID (L), AR-HIERARCHY (A) OR END (E)?
E
```

Figure 23–2. SWAR sample of a MUSARC report

Section IV
OUTPUT DESCRIPTION

23–8. Output.

SWAR provides a report of split training Phase I reservations without a Phase II, including each individual's name, MOS, social security number, credit, LOCID, and ship date. The user can select options which result in the display of:

a. All such reservations by LOCID or AR-Hierarchy.
b. Reservations held under a specific Army code or CONUSA.
c. Reservations held within a specific region or MUSARC.
d. Reservations held under specific LOCIDs or DRCs.

If blanks or zeroes appear in certain fields of the report, it means there is no information on the record for that particular factor.

23–8A. (Not used.)

(Paragraph not used.)

Section V
ERROR MESSAGES AND CORRECTION PROCEDURES

23–9. System Errors.

The following is a representative list of possible system errors. If any such error messages appear, call the REQUEST/RETAIN Branch immediately.

1. Any message which contains one of the following phrases:
   XXXX FILE NOT INCREMENTED
   XXXX FILE NOT DECREMENTED
   XXXX FILE NOT UPDATED
2. Any message which contains one of the following phrases:
   COUNTERS WOULD BECOME NEGATIVE
   UNSUCCESSFUL UPDATE OF XXXXX
   RESERVATIONS WOULD BECOME NEGATIVE
3. **** TRACE BACK ****

ENTRY POINT	ENTRY ADDRESS	RETURN ADDRESS
XXXXXXXX	ZZZZZZZZ	ZZZZZZZZ

4. ERROR: ON LUN=XXXXXX
   VSAM ERROR RETURN CODE=XXXXXX
   ACTION CODE=XXX
   KEYS (IN HEX)=ZZZZZZZZ, ZZZZZZZZ
   RECORD TYPE=XXX
   SPARE VARIABLE X=XXXXXX
   CALL REQUEST/RETAIN BRANCH
5. SYSTEM ERROR: INVALID XXXXX IN XXXX
   : ILLEGAL CCCCCC
   : OCCURRED IN XXX WHEN CALLING XXXX
   : IN XXXXXX WHEN RUNNING XXXXX
   : RETURNED BY XXXX
   : ERROR IN XXXX
   : XXXX NOT FOUND
   : RECORD DESCRIPTOR HAS XXXXXXX RETURN CODE IS XX
   : PLEASE CALL REQUEST/RETAIN BRANCH
6. ERROR: READING XXXXX
   : INVALID XXXX INDICATOR IN SUBROUTINE XX
   : XXX NOT FOUND ON XXXX FILE
   : XXXXX ERROR-SUBROUTINE XXXXXX
   : SIOXX-FOR KEY XXXXXX AND ACTION XXXX NUMREC=XXXXXXXX
   : ILLEGAL XXXX PASSED TO XXXXXX
   : BAD XXXX IN XXXXXX

: IN XXXXX - XXXXXX
: CANNOT FIND XXXX ON XXXXXX
7. FATAL ERROR - XXXXXX
8. SIOXX ERROR: XXXXXX
9. INVALID XXXXX IN SIOXX
10. INVALID VALUE FOR XXXXX IN XXXXXX
11. BAD RETURN FROM XXXX IN XXXXXX
12. PROBLEM WITH XXXX XXXX RECORD
VALIDATING XXXXXX IN XXXXXX
READING XXXXXXX
IN XXXXXX
13. UNABLE TO GET DATA FROM XXXXXX
VALIDATE XXXX - XXXXXX
DECODE XX TYPE XXXXXX
14. VSAM ERROR=XXXX ON LUN XXX
15. VMCF ERROR=XXXXXX FOR LUN XXX
16. NO SINK AVAILABLE FOR LUN XXX

23–10. Operation Errors.

The following list contains possible operation error messages and the corrective action to be taken for each.

Table 23–10
Operation Error Messages

MESSAGE: XXX IS AN INVALID LOCID
ACTION: Re-enter a valid LOCID.

MESSAGE: CODE INVALID, RE-ENTER
ACTION: The user has entered an invalid Army code. Verify and re-enter a valid Army code.

MESSAGE: ***BAD INPUT-PLEASE TRY AGAIN***
ACTION: Reenter the data when the prompt is displayed.

MESSAGE: CONUSA NOT FOUND FOR USERS ID-CALL KEYSTONE OFFICE
ACTION: SWAR terminates. Please call the KEYSTONE office.

MESSAGE: INVALID MUSARC
ACTION: Re-enter the MUSARC code (1–99).

MESSAGE: CONUSA XX INVALID, TRY AGAIN
ACTION: Reenter a CONUSA code (01–09).

MESSAGE: 89 IS NOT A VALID MUSARC CODE FOR THE SWAR PROGRAM
or
SWAR DOES NOT REPORT MUSARC 89
ACTION: This is an information message. MUSARC 89 is a test MUSARC.

MESSAGE: YOU ARE NOT AUTHORIZED TO REPORT THIS MUSARC
ACTION: Enter the MUSARC code which is associated with your authorized access.

MESSAGE: NO MATCH FOR MUSARC CODE=XXXXXXXX
ACTION: Re-enter the MUSARC code.

MESSAGE: WRONG CONUSA ENTERED XXXX
ACTION: The CONUSA must be one of displayed CONUSAs with which the MUSARC is associated. Enter a CONUSA from the displayed list.

MESSAGE: ENTERED MUSARC is OUT OF RANGE
ACTION: This message appears when the MUSARC part of a DRC/MUSARC combination is invalid. Re-enter the combination with a valid MUSARC value.

MESSAGE: NO CONUSA FOUND FOR YOUR MUSARC XXXX
ACTION: The DRC/MUSARC entry prompt is displayed again. Re-enter the combination.

MESSAGE: WRONG CONUSA ENTERED XXXX, PLEASE TRY AGAIN
ACTION: You must enter a CONUSA from the displayed list. Re-enter a valid CONUSA.

Chapter 24
UVEXPECT PROGRAM

Section I
SUMMARY

24–1. Program function.

The UVEXPECT program enables the user to obtain reports of accessions and transfers who are reporting to a given Reserve unit or command, and when those persons will be arriving. At the user's option, reports may be generated which break the report down by different levels of command (paragraph 24–3 describes these reporting options).

24–2. Applicability.

The UVEXPECT program is accessed by the following user groups:

a. REQUEST/RETAIN Branch
b. ARCOM/GOCOM
c. FORSCOM/CONUSA
d. Accession Management Branch
e. USAREC

24–3. Options.

The UVEXPECT program offers the user a choice of four reporting options, each of which breaks the report down by different levels of command. In this way, reports of expected arrivals may be generated (1) by UIC; (2) by all UICs within a given District Recruiting Command (DRC); (3) by all UICs within a given Major US Army Command (MUSARC), and; (4) by all UICs which are within the DRCs which, themselves, are components of a given MUSARC. The table below describes the use of reporting options. (The END option is described also).

Table 24–1
UVEXPECT user options

User Option	Function
Report by: 1. MUSAC-DRC-UIC 2. MUSARC-UIC 3. DRC-UIC 4. UIC	Enter the option number which describes the report desired.
END	Enter END to return to the previous prompt. Note that entering END as aresponse to the opening prompt will terminate processing.

Section II
INPUT REQUIREMENTS

24–4. Data Items.

The UVEXPECT program requires that the user enter a range of dates describing the period of time to be reported. The reports indicate which individuals will report to various installations, and their date of arrival. The unit(s)are specified by the reporting option and then by the entry of the unit's identifications as prompted for by the program. The following table describes the input data items. Maximum item length is given in parentheses.

Table 24–2
UVEXPECT input data items

Field Name	Field Label	Valid Values
Range of reservation dates	DDMMYY/DDMMYY	Enter, in DDMMYY format, without slashes, the beginning and ending reservations dates of the period for which the report is to be generated. Be sure to enter the dates directly under the format letters.
Major US Army Command	MUSARC(2)	Enter the two-digit number of the MUSARC to be reported.
District Recruiting Command	DRC(3)	Enter the three-character code of the DRC to be reported.
Unit Identification Code	UIC(7)	Enter the seven-character code of the Reserve unit to be reported.

24–4A. (Not used.)

(Paragraph not used.)

Section III
PROGRAM OPERATION

24–5. Initiation Procedures.

After following the sign-on procedures described in Appendix B, wait for the system to prompt:

ENTER PROGRAM NAME, "LIST" OR OFF

The user enters UVEXPECT and depresses the carriage return key. The program is now ready to communicate with the user.

24–6. Procedures.

Follow the procedures below to obtain a report of expected arrivals at specified Reserve units.

Table 24–6A
Procedures to obtain a report of expected arrivals at specified Reserve units

UVEXPECT: WOULD YOU LIKE THE COMPLETE RECORDS DISPLAYED? (Y/N)
USER:
1. Enter Y for yes or N for no (see figures 24–1 and 24–2 for report examples).
2. Depress the carriage return key.

UVEXPECT: PLEASE ENTER RANGE OF RESERVATION DATES, ALL OR END DDMMYY/DDMMYY
USER:
1. Enter the date range directly under the letters DDMMYY/DDMMYY, or enter ALL to obtain the report for the entire time frame maintained on file.
2. Depress the carriage return key.

UVEXPECT: REPORTS CAN BE GENERATED BY:

1. MUSARC-DRC-UIC
2. MUSARC
3. DRC-UIC
4. UIC

PLEASE ENTER A NUMBER OR END

USER:
1. Enter the number from the list which corresponds to the desired report.
2. Depress the carriage return key.

UVEXPECT: The program will prompt the user for the code identifying the highest-level unit in the desired report. In response to the code entered by the user, the program will prompt:

PLEASE ENTER A MUSARC OR END or
PLEASE ENTER A DRC OR END or
PLEASE ENTER A UIC OR END

Table 24–6A
Procedures to obtain a report of expected arrivals at specified Reserve units—Continued

USER:
1. Enter the required code.
2. Depress the carriage return key.

UVEXPECT: Displays expected arrivals and prompts:
WOULD YOU LIKE THE COMPLETE RECORDS DISPLAYED? (Y/N)
USER:
1. Enter Y to indicate yes or enter N to indicate no.
2. Depress the carriage return key.

UVEXPECT: PLEASE ENTER RANGE OF RESERVATION DATES, ALL OR END DDMMYY/DDMMYY
USER: 1. Enter another range of reservation dates, or enter END to terminate processing.

```
UVEXPECT:     PLEASE ENTER RANGE OF RESERVATION DATES, ALL OR END
              DDMMYY/DDMMYY
USER:         1.   Enter another range of reservation dates, or
                   enter END to terminate processing.


WOULD YOU LIKE THE COMPLETE RECORDS DISPLAYED?  (Y/N)
N
PLEASE ENTER RANGE OF RESERVATION DATES, ALL OR END
DDMMYY/DDMMYY
011081 231081
REPORTS CAN BE GENERATED BY:
     1.   MUSARC-DRC-UIC
     2.   MUSARC-UIC
     3.   DRC-UIC
     4.   UIC

PLEASE ENTER A NUMBER OR END
1
PLEASE ENTER A MUSARC OR END
12

                                UVEXPECT
                          10/1/82 THRU 10/23/82

CONTROL    UIC      MOS4  GRADE    SSN      NAME                    SEX
1078902  WSPRAAA   63H1    4   214622586  MORRIS JOHN C             M

MOS4   GRADE   PPN   CRED   RDATE   EDATE    TELEPHONE
63H1           92   1L6F   10/7/81  10/7/81  1111111111

STREET AND CITY                          STATE ZIP
102 ROOSEVELT ST WESTERNPORT              MD   21562

WOULD YOU LIKE THE COMPLETE RECORDS DISPLAYED?  (Y/N)
N
PLEASE ENTER RANGE OF RESERVATION DATES, ALL OR END
DDMMYY/DDMMYY
END
```

Figure 24–1. UVEXPECT sample report, showing the short record format

```
WOULD YOU LIKE THE COMPLETE RECORDS DISPLAYED?  (Y/N)
Y
PLEASE ENTER RANGE OF RESERVATION DATES, ALL OR END
DDMMYY/DDMMYY
230681 231081
REPORTS CAN BE GENERATED BY:
     1.   MUSARC-DRC-UIC
     2.   MUSARC-UIC
     3.   DRC-UIC
     4.   UIC

PLEASE ENTER A NUMBER OR END
2
PLEASE ENTER A MUSARC OR END
12

                                UVEXPECT
                         6/23/82 THRU 10/23/812

SOC SEC NO/        NAME         /SEX/ MOS/ LOCATION/AIT DATE/BAT DATE
166440415   GEORGE ARNOLD         M  71L1            0/ 0/ 0 0/ 0/ 0

AFQT/ CO/ FA/ EL/ OF/ GM/ MM/ CL/ ST/ GT/ SC/ PHY PROF/MATH/SCI/COL
  0    0   0   0   0   0   0   0   0   0   0       0

RES DATE/ENL DATE/RECSTA DAY/LOC/PRI/RECRUITER/ORDER NO/TYPE/CITZ/PPN
10/ 9/81 10/ 9/81 10/12/81       0   S0813              PSN  N    92

PRE MOS/PRE DATE/PRE LOC/BCT LOC/CIV. ED  /BIRTHDATE/MVD/DVR/ UIC
         0/ 0/ 0                           9/26/54    0   N  WQZDAAA

STREET & CITY                             /STATE/ZIP
SUPERIOR AVE ALIQUIPPA                     PA      15001

AREA CODE/PHONE #/ARRIVAL DATE/MOS4/GRADE
   111    1111111   0/ 0/ 0    71L1

UNIT
PRIO CRED  BON  PR  MOS4  GRD  SQI  ASI  LANG   SEC   SEX   DATE   CONTROL

                1   71L1   4     0               K     X   8108   1092997
            COMMENTS:                CLERK/TYPIST

WOULD YOU LIKE THE COMPLETE RECORDS DISPLAYED?  (Y/N)
N
PLEASE ENTER RANGE OF DATES, ALL OR END
DDMMYY/DDMMYY
END
```

Figure 24–2. UVEXPECT sample report, showing the long record format

Section IV
OUTPUT DESCRIPTION

24–7. Output Description.

The UVEXPECT output consists of long or short reports on the recruits expected to arrive at the user-specified units during the period of time specified by the user. The output data items are described in table 24–3.

Table 24–3
UVEXPECT output description

Field Name	Field Label	Content Description
Social security number	SOC SEC NO	The applicant's social security number.
Name	NAME	The applicant's name.
Sex code	SEX	The applicant's sex. M=Male; F=Female.
MOS code	MOS	The MOS code in which the applicant has made a reservation.
Location	LOCATION	The applicant's AIT location.
Advanced individual training date	AIT DATE	The date the applicant is scheduled to begin advanced individual training.
AFQT score	AFQT (3)	The applicant AFQT test score.
CO test score	CO	The applicant CO test score.
FA test score	FA	The applicant FA test score.
EL test score	EL	The applicant EL test score.
OF test score	OF	The applicant OF test score.
GM test score	GM (3)	The applicant CO test score.
MM test score	MM	The applicant MM test score.
CL test score	CL	The applicant CL test score.
ST test score	ST	The applicant ST test score.
GT test score	GT	The applicant GT test score.
SC test score	SC	The applicant SC test score.
Physical profile	PHY PROF	The applicant's physical profile.
High school math level	MATH	The applicant's high school math level.
High school science level	SCI	The applicant's high school science level.
Color perception	COL	The applicant's color discrimination.
Reservation date	RES DATE or RDATE	The date the applicant's reservation was made.
Enlistment date	ENL DATE	The date on which the applicant enlisted.
Reception station date	RECSTA DAY	The date on which the applicant reports for duty.
Location	LOC	The location ID of the user who made the reservation.
Priority	PRI	The priority status assigned to the applicant's MOS code.
Recruiter ID	RECRUITER	The recruiter's identification code.
Order number	ORDER NO	The applicant's order number.
Type	TYPE	The applicant's enlistment type.
Citizenship	CITZ	Indicates if the applicant is a U.S. citizen.
Program Procurement number	PPN	The applicant's program procurement number.
Prerequisite MOS	PRE MOS	The applicant's prerequisite MOS code, if any.
Prerequisite MOS date	PRE DATE	The applicant's prerequisite MOS date, if any.

Table 24–3
UVEXPECT output description—Continued

Field Name	Field Label	Content Description
Prerequisite location	PRE LOC	The applicant's training location for a prerequisite MOS assignment, if any.
Basic combat training location	BAT LOC	The applicant's basic combat training location.
Civilian education	CIV ED	The applicant's educational level.
Date of birth	BIRTHDATE	The applicant's date of birth.
Motor vehicle battery score	MVD	The applicant's motor vehicle battery score.
Valid driver's license	DVR	Applicant's driver's license status. Y or N.
Unit identification code	UIC	The applicant's unit identification code.
Applicant's telephone number	PHONE #	The applicant's home telephone number.
Applicant's state	STATE	The applicant's home telephone number.
ZIP code	ZIP	The applicant's resident zip code.
Area code	AREA CODE	The three-digit area code of the applicant's home telephone number.
Applicant's street address and city	STREET & CITY	The applicant's home street address and City.
Arrival date	ARRIVAL DATE	The date on which the applicant should report to the Reserve unit
Military occupational specialty	MOS4	The four-character MOS of the vacancy resource for the applicant.
Pay grade	GRADE	The pay grade of the applicant upon arrival at the unit.
Unit priority	UNIT PRIO	The priority assigned to the relative importance of filling this unit's vacancies.
Bonus flag	BON(2)	This two-character code indicates the bcnus status of the vacancy. Valid values are: 1. First character - M=Bonus associated with MQS; Blank=Bonus not associated with MOS. 2. Second character - F=Bonus for enlistment or reup; K=Bonus for reup only; Blank=No bonus.
Vacancy priority number	PR(1)	The number indicating the relative priority of the vacancy within the corresponding Reserve unit as assigned by the Reserve commander, 1 being the highest priority.
MOS code	MOS4(4)	Military occupational specialty of unit vacancy in question.
Pay grade	GRD(1)	Pay grade of unit vacancy in question.

Table 24–3
UVEXPECT output description—Continued

Field Name	Field Label	Content Description
Special qualification identifier	SQI(l)	Code identifying special qualification required by unit vacancy in question. Valid values are: A Technical Intelligence B Unit Interpersonal Relations Worker C CBR D Civil Affairs Operations E Northern Warfare Expert F Flying Status G Ranger H Instructor I Installer J Scuba K Logistics NCO L Linguist M First Sergeant N White House Communications Agericy 0 None P Parachutist Q Race Relations Instructor R Research, Development, Test and Evaluation S Special Forces T Transition U Track Personnel/Cargo Driver V Range/Parachutist W Psychological Warfare X Drill Instructor Y Pathfinder Z Alcohol and Drug Abuse Program
Additional skill identifier	ASI(2)	The two-character code identifying the additional skill requirement of the unit vacancy in question. See AR 611–201 for a complete list of valid codes.
Language identification code	LANG(2)	The two-character code identifying the unit vacancy's language skills requirement. See AR 611–6 for valid values.

Table 24–3
UVEXPECT output description—Continued

Field Name	Field Label	Content Description
Security investigation status	SEC (1)	Valid values are: A Favorable Background Investigation (BI) completed. B Favorable National Agency Check (NAC) completed. C Favorable Local Files Check (LFC) completed. D Favorable LFC completed, plus two years of continucus active duty. E Confidential. F Favorable NAC completed, BI initiated but not completed. G Favorable Entrance National Agency check (ENTNAC) completed. H NAC completed; individual is PRP qualified. I NAC completed; individual is net PRP qualified. J Secret. K Favorable LFC completed, NAC initiated but not completed. L Top secret. M BI initiated but not completed. N BI completed; individual is PRP qualified. 0 BI completed; individual is not PRP qualified. P ENTNAC initiated but not completed. Q ENTNAC completed; individual is PRP qualified. R ENTNAC completed; individual is not PRP qualified. S Special Background Investigation (SBI)—performed and is certified for Special Intelligence (SI) access. T SBI—Performed and is not certified for Special Intelligence (SI) access. U SBI—Performed and is certified for E/W Crypton Special Intelligence Assignment. V SBI—Performed and is not currently certified for E/W Crypton Special Intelligence Assignment. W None X No investigation initiated: or deletion of other codes from data base. Y Ineligible for security clearance. Z Review of DODNACC dossier required prior to security clearance determination.
Sex	SEX (1)	Sex code. F=Female. M=Male. X=No requirement
Unit vacancy date	DATE(5)	The date in YY/MM format on which the vacancy will occur.
Unit vacancy control number	CONTROL(7)	The seven-digit control number assigned to reference a particular unit vacancy.

24–7A. (Not used.)

(Paragraph not used.)

Section V
ERROR MESSAGES AND CORRECTION PROCEDURES

24–8. System Errors.

The following is a representative list of possible system errors. If any such error messages appear, call the REQUEST/RETAIN Branch immediately.

1. Any message which contains one of the following phrases:
   XXXX FILE NOT INCREMENTED
   XXXX FILE NOT DECREMENTED
   XXXX FILE NOT UPDATED
2. Any message which contains one of the following phrases:
   COUNTERS WOULD BECOME NEGATIVE

UNSUCCESSFUL UPDATE OF XXXXX
RESERVATIONS WOULD BECOME NEGATIVE

3. **** TRACE BACK ****

ENTRY POINT	ENTRY ADDRESS	RETURN ADDRESS
XXXXXXXX	ZZZZZZZZ	ZZZZZZZZ

4. ERROR: ON LUN=XXXXXX
   VSAM ERROR RETURN CODE=XXXXXX
   ACTION CODE=XXX
   KEYS (IN HEX)=ZZZZZZZZ, ZZZZZZZZ
   RECORD TYPE=XXX
   SPARE VARIABLE X=XXXXXX
   CALL REQUEST/RETAIN BRANCH
5. SYSTEM ERROR: INVALID XXXXX IN XXXX
   : ILLEGAL XXXXXX
   : OCCURRED IN XXX WHEN CALLING XXXX
   : IN XXXXXX WHEN RUNNING XXXXX
   : RETURNED BY XXXX
   : ERROR IN XXXX
   : XXXX NOT FOUND
   : RECORD DESCRIPTOR HAS XXXXXXX RETURN CODE IS XX
   : PLEASE CALL REQUEST/RETAIN BRANCH
6. ERROR: READING XXXXX
   : INVALID XXXX INDICATOR IN SUBROUTINE XX
   : XXX NOT FOUND ON XXXX FILE
   : XXXXX ERROR-SUBROUTINE XXXXXX
   : SIOXX-FOR KEY XXXXXX AND ACTION XXXX NUMREC=XXXXXXXX
   : ILLEGAL XXXX PASSED TO XXXXXX
   : BAD XXXX IN XXXXXX
   : IN XXXXX - XXXXXX
   : CANNOT FIND XXXX ON XXXXXX
7. FATAL ERROR - XXXXXX
8. SIOXX ERROR: XXXXXX
9. INVALID XXXXX IN SIOXX
10. INVALID VALUE FOR XXXXX IN XXXXXX
11. BAD RETURN FROM XXXX IN XXXXXX
12. PROBLEM WITH XXXX XXXX RECORD
    VALIDATING XXXXXX IN XXXXXX
    READING XXXXXXX
    IN XXXXXX
13. UNABLE TO GET DATA FROM XXXXXX
    VALIDATE XXXX - XXXXXX
    DECODE XX TYPE XXXXXX
14. VSAM ERROR=XXXX ON LUN XXX
15. VMCF ERROR=XXXXXX FOR LUN XXX
16. NO SINK AVAILABLE FOR LUN XXX
17. KEY/RECORD DISAGREE, KEY=XXXXXX RECORD: XXXXX
18. FACTOR XXXXXX NOT IN DATA DICTIONARY (XXXX)
19. LOGIC ERROR: XXXXXX XXXXX
20. XXXXX IS OUT OF RANGE XXXX IS AN INVALID XXXXX FOR COMPONENT (XXXX)
21. THIS OPTION NOT AVAILABLE AT THIS TIME
    ACTION IS XXXX
22. NO XXXXXX FOUND IN XXXXX
23. XXXXXX RECEIVED BY XXXX IS INCORRECT
24. $CTS ERROR IN XXXX ROUTINE

24–9. Operation Errors.

The following list contains possible operation error messages and the corrective actions to be taken for each.

Table 24–9A
Operation Error Messages

MESSAGE: NO DATA AVAILABLE FOR THIS CODE
ACTION: This is an information message. Enter another MUSARC code or end.

Chapter 25
UVERIFY PROGRAM

Section I
PROGRAM SUMMARY

25–1. Purpose.
The UVERIFY program verifies shipping and arrival of recruits. Since the verification of shipping is the responsibility of the In-Service Recruiter (ISR) and verification of arrival is the responsibility of the MUSARC, the program issues different prompts for ISRs and for MUSARC users. MUSARC Transfer Agents (MTAs) will also use UVERIFY to verify arrival of Reserve transfers.

25–2. Applicability.
The UVERIFY program is accessed by the following user groups:

a. KEYSTONE Branch
b. Accession Management Branch
c. RCPAC
d. OCAR
e. HQ USAREC
f. REGIONS
g. DRC
h. MEPS

Section II
INPUT REQUIREMENTS

25–3. Data Items.
UVERIFY requires the user to enter the items described below in table 25–1. The data items required depend upon the user, ISR or MUSARC. Maximum item lengths are given in parentheses.

Table 25–1
UVERIFY input data items

Field Name	Field Label	Valid Values
Location ID	LOC(3)	The ISR will enter the three-character location ID.
Social security number	SSN(9)	The ISR will enter the recruit's nine-digit social security number.
Control number	CONTROL(7)	The MUSARC user will enter the seven-digit control number of the reservation whose arrival is expected or who has arrived at the unit.
Unit identification number	UIC(7)	The MUSARC user will enter the unit identification number of the unit where the recruit's arrival is expected.
Reservation date	RESDATE DDMMYY(6)	The MUSARC user will enter in day-month-year format, no slashes, the date the recruit's arrival at the unit is expected.

25–3A. (Not used.)

(Paragraph not used.)

Section III
PROGRAM OPERATION

25–4. Initiation Procedures.

After completing the sign-on procedures described in Appendix B, the system prints the following message:

ENTER PROGRAM NAME, “LIST” OR “OFF”

The user enters UVERIFY and depresses the carriage return key. The program is now ready to communicate with the user.

ISR users follow the procedures in paragraph 25–5. MUSARC users follow the procedures in paragraph 25–6.

25–5. Execution Procedures for ISR Users.

Follow the procedures below to verify the shipment of a recruit. See figure 25–1 for an example.

Table 25–5A
Execution procedures for ISR users to verify the shipment of a recruit

UVERIFY: LOC/SSN OR END
USER:
1. Enter your location ID and the social security number of the recruit shipped or enter E to terminate processing.
2. Depress the carriage return key.

UVERIFY: DISPLAY THE RECRUIT’S RECORD? (Y/N OR END)
USER:
1. Enter Y to display the record.
2. Enter N to bypass this step.
3. Enter E to return to the initial prompt.
4. Depress the carriage return key.

UVERIFY: If the user has entered Y, the recruit record is displayed at this time.
In either case the program prompts:
WOULD YOU LIKE TO SET THE SHIP FLAG? (Y/N OR END)
USER:
1. Enter Y to set the flag as “shipped”. .
2. Enter N or E to return to the initial prompt.
3. Depress the carriage return key.

25–6. Execution Procedures for MUSARC Users.

Follow the procedures below to verify the arrival of a Reserve recruit at a UIC. See figure 25–2 for an example.

Table 25–6A
Execution procedures for MUSARC users to verify the arrival of a Reserve recruit at a UIC

UVERIFY: CONTROL/ UIC /RESDATE DDMMYY OR END
USER:
1. Enter the required items under the labels, taking care to remain within the bounds set by the slashes, or enter E to terminate processing.
2. Depress the carriage return key.

UVERIFY: DISPLAY THE RECRUITS RECORD (Y/N OR END)
USER:
1. Enter Y to display the record.
2. Enter N to bypass this step.
3. Enter E to return to the initial prompt.
4. Depress the carriage return key.

UVERIFY: If the user has entered Y, the program will print the recruit’s record at this time.

Table 25–6A
Execution procedures for MUSARC users to verify the arrival of a Reserve recruit at a UIC—Continued

The program now prompts:
HAS THE RECRUIT ARRIVED AT THE UNIT? (Y/N OR END)
USER:
1. Enter Y to verify the arrival.
2. Enter N or E to return to the initial prompt.
3. Depress the carriage return key.

UVERIFY: Returns the user to the initial prompt.
USER: N/A

```
LOC/SSN OR END
XXX 123456789
DISPLAY THE RECRUITS RECORD?  (Y/N OR END)
N
WOULD YOU LIKE TO SET THE SHIP FLAG?  (Y/N OR END)
Y
LOC/SSN OR END
E
```

Figure 25–1. UVERIFY example, ISR mode, no listing of recruit record.

```
                 RESDATE
CONTROL/  UIC  /DDMMYY OR END
1092997 WQZDAAA 091081
DISPLAY THE RECRUITS RECORD?  (Y/N OR END)
Y
SOC SEC NO/   NAME            /SEX/ MOS/LOCATION/AIT DATE/ BAT DATE
166440415     GEORGE ARNOLD   M   71L1          0/  0/ 0  0/ 0/ 0

AFQT/ CO/ FA/ EL/ OF/ GM/ MM/ CL/ ST/ GT/ SC/ PHY PROF/MATH/ SCI/ COL
  0    0   0   0   0   0   0   0   0   0   0       0

RES DATE/ENL DATE/RECSTA DAY/LOC/PRI/R ID /ORDER NO/TYPE/CITZ/PPN
10/ 9/81 10/ 9/81 10/12/81        0  S0813          PSN  N    92

PRE MOS/PRE DATE/PRE LOC/BCT LOC/CIV EN   /BIRTHDATE/MVD/DVR/  UIC

STREET AND CITY                           /STATE/ZIP
SUPERIOR AVE ALIQUIPPA                    PA       15001

AREA CODE/PHONE #/ARRIVAL DATE/MOS4/GRADE
   111    1111111   0/ 0/ 0    71L1

HAS THE RECRUIT ARRIVED AT THE UNIT?  (Y/N OR END)
Y
                 RESDATE
CONTROL/  UIC  /DDMMYY OR END
END
```

Figure 25–2. UVERIFY example, MUSARC user mode, showing listing of recruit record

Section IV
OUTPUT DESCRIPTION

25–7. Output.

UVERIFY provides only of a listing of the recruit record, if the user has indicated it is required. The UVERIFY output data items are described in table 25–2.

Table 25–2
UVERIFY output data items

Field Name	Field label	Content Description
Social security number	SOC SEC NO	The applicant's social security number.
Name	NAME	The applicant's name.
Sex code	SEX	The applicant's sex. M=male, F=female.
MOS code	MOS	The MOS code in which the applicant has made a reservation.
Location	LOCATION	The applicant's AIT location.
Advanced individual training date	AIT DATE	The date the applicant is scheduled to begin advanced individual training.
AFQT score	AFQT	The applicant's AFQT test score.
CO test score	CO	The applicant's CO test score.
FA test score	FA	The applicant's FA test score.
EL test score	EL	The applicant's EL test score.
OF test score	OF	The applicant's OF test score.
GM test score	GM	The applicant's GM test score.
MM test score	MM	The applicant's MM test score.
CL test score	CL	The applicant's CL test score.
ST test score	ST	The applicant's ST test score.
GT test score	GT	The applicant's GT test score.
SC test score	SC	The applicant's SC test score.
Physical profile	PHY PROF	The applicant's physical profile.
High school math level	MATH	The applicant's high school math level.
High school science level	SCI	The applicant's high school science level.
Color perception	COL	The applicant's color discrimination.
Reservation date	RES DATE	The date the applicant's reservation was made.
Enlistment date	ENL DATE	The date on which the applicant enlisted.
Reception station date	RECSTA DAY	The date on which the applicant reports for duty.
Location	LOC	The location ID of the user who made the reservation.
Priority	PRI	The priority status assigned to the applicant's MOS code.
Recruiter ID	R ID	The recruiter's identification code.
Order number	ORDER NO	The applicant's order number.
Type	TYPE	The applicant's enlistment type.
Citizenship	CITZ	Indicates if the applicant is a U.S. citizen.
Procurement program number	PPN	The applicant's program procurement number.

Table 25–2
UVERIFY output data items—Continued

Field Name	Field label	Content Description
Prerequisite MOS	PRE MOS	The applicant's prerequisite MOS code, if any.
Prerequisite MOS date	PRE DATE	The applicant's prerequisite MOS date, if any.
Prerequisite MOS	PRE LOC	The applicant's training location for a prerequisite MOS assignment, if any.
Basic combat training location	BAT LOC	The applicant's basic combat training location.
Civilian education	CIV ED	The applicant's educational level.
Date of birth	BIRTHDATE	The applicant's date of birth.
Motor vehicle	MVD	The applicant's motor vehicle battery score.
Valid driver's license	DVR	Applicant's driver's license status. Y or N.
Unit identification code	UIC	The applicant's unit identification code.
Applicant's street address and city	STREET & CITY	The applicant's home street address and city.
Applicant's state	STATE	The applicant's home state.
ZIP code	ZIP	The applicant's resident zip code.
Area code	AREA CODE	The three-digit area code of the applicant's home telephone number.
Applicant's telephone number	PHONE #	The applicant's home telephone number.
Arrival date	ARRIVAL DATE	The date on which the applicant should report to the Reserve unit.
Military occupational specialty	MOS4	The four character MOS of the vacancy resource for the applicant.
Pay grade	GRADE	The pay grade of the applicant upon arrival at the unit.

25–7A. (Not used.)

(Paragraph not used.)

Section V
ERROR MESSAGES AND CORRECTION PROCEDURES

25–8. System Errors.

The following is a representative list of possible system errors. If any such error messages appear, call the KEYSTONE Branch immediately.

1. Any message which contains one of the following phrases:
   XXXX FILE NOT INCREMENTED
   XXXX FILE NOT DECREMENTED
   XXXX FILE NOT UPDATED
2. Any message which contains one of the following phrases:
   COUNTERS WOULD BECOME NEGATIVE
   NSUCCESSFUL UPDATE OF XXXXX
   RESERVATIONS WOULD BECOME NEGATIVE
3. **** TRACE BACK ****
   ENTRY POINT ENTRY ADDRESS RETURN ADDRESS
   XXXXXXXX ZZZZZZZZ ZZZZZZZZ
4. ERROR: ON LUN=XXXXXX
   VSAM ERROR RETURN CODE=XXXXXX
   ACTION CODE=XXX
   KEYS (IN HEX)=ZZZZZZZZ, ZZZZZZZZ
   RECORD TYPE=XXX
   SPARE VARIABLE X=XXXXXX
   CALL KEYSTONE BRANCH
5. SYSTEM ERROR: INVALID XXXXX IN XXXX

: ILLEGAL XXXXXX
: OCCURRED IN XXX WHEN CALLING XXXX
: IN XXXXXX WHEN RUNNING XXXXX
: RETURNED BY XXXX
: ERROR IN XXXX
: XXXX NOT FOUND
: RECORD DESCRIPTOR HAS XXXXXXX RETURN CODE IS XX
: PLEASE CALL KEYSTONE BRANCH

6. ERROR: READING XXXXX
: INVALID XXXX INDICATOR IN SUBROUTINE XX
: XXX NOT FOUND ON XXXX FILE
: XXXXX ERROR-SUBROUTINE XXXXXX
: SIOXX-FOR KEY XXXXXX AND ACTION XXXX NUMREC=XXXXXXXX
: ILLEGAL XXXX PASSED TO XXXXXX
: BAD XXXX IN XXXXXX
: IN XXXXX - XXXXXX
: CANNOT FIND XXXX ON XXXXXX
7. FATAL ERROR - XXXXXX
8. SIOXX ERROR: XXXXXX
9. INVALID XXXXX IN SIOXX
10. INVALID VALUE FOR XXXXX IN XXXXXX
11. BAD RETURN FROM XXXX IN XXXXXX
12. PROBLEM WITH XXXX XXXX RECORD
VALIDATING XXXXXX IN XXXXXX
READING XXXXXXX
IN XXXXXX
13. UNABLE TO GET DATA FROM XXXXXX
VALIDATE XXXX - XXXXXX
DECODE XX TYPE XXXXXX
14. VSAM ERROR=XXXX ON LUN XXX
15. VMCF ERROR=XXXXXX FOR LUN XXX
16. NO SINK AVAILABLE FOR LUN XXX
17. KEY/RECORD DISAGREE, KEY=XXXXXX RECORD: XXXXX
18. FACTOR XXXXXX NOT IN DATA DICTIONARY (XXXX)
19. LOGIC ERROR: XXXXXX XXXXX
20. XXXXX IS OUT OF RANGE XXXX IS AN INVALID XXXXX FOR COMPONENT (XXXX)
21. THIS OPTION NOT AVAILABLE AT THIS TIME
ACTION IS XXXX
22. NO XXXXXX FOUND IN XXXXX
23. XXXXXX RECEIVED BY XXXX IS INCORRECT
24. $CTS ERROR IN XXXX ROUTINE

25–9. Operation Errors.

The following list contains possible operation error messages and the corrective action to be taken for each.

Table 25–9A
Operation Error Messages

MESSAGE:
1. XXX (CONTROL) XXX (UIC) DDMMYY IS NOT ON THE FILE
2. THE RECORD YOU ARE LOOKING FOR IS NOT THERE

ACTION: These are information messages. Check the data input for accuracy and re-enter if necessary. If the input is accurate, the record is not on the AR Recruit file.

Chapter 26
UICMANAG PROGRAM

Section I
PROGRAM SUMMARY

26–1. Purpose.
The UICMANAG program enables the user to add, delete, update or report administrative information for Army Reserve units, on the UIC file. CONUSA users may only report or update the units on the UIC file.
After the addition of a Reserve unit to the UIC file, a corresponding record should be added to the ZIPUIC file by use of the ZIPFIX program. An information message appears as a reminder during UICMANAG program execution. Charges in ZIP codes for units already on the UIC file should also be changed on the ZIPUIC file through the ZIPFIX program.

26–2. Applicability.
The UICMANAG program is accessed by the following user groups:

a. FORSCOM
b. Accession Management Branch
c. KEYSTONE Branch
d. CONUSA

26–3. Options.
UICMANAG provides the user with Report, Update, Addition, and Deletion options. These are described in the Program Operation section beginning with paragraph 26–5.

Section II
INPUT REQUIREMENTS

26–4. Data Items.
UICMANAG requires the user to enter the items described below in table 26–2. Numbers in parentheses indicate the maximum length of input data.

Table 26–1
UICMANAG input data items

Field Name	Field Label	Valid Values
Unit identification code	UIC CODE (7)	Enter the UIC of the Reserve unit in question. The UIC is a seven-cnaracter code beginning with a “W”.
Unit designation	UNIT-DSG (25)	Enter the Army description of the specified unit.
Street address	STREET (22)	Enter tne specified unit’s street address.
City	CITY (14)	Enter the specified unit’s municipality.
State	STATE (2)	Enter the two-character abbreviation of the state in which the unit is located.
Zip code	ZIP CODE (9)	Enter the specified unit’s five-digit zip code.
Bonus flag	UNIT-BON (1)	Enter the one-character flag indicating whetner or not a bonus is associated with this unit’s vacancies. F=Sonus for enlistment or reup, K=Bonus for enlistment only, N=No bonus.
Unit priority number	PRIORITY (1)	Enter the one-digit number indicating tne relative priority assigned to the unit, 1 being top priority.
Continental US Army	ARMY ID (2)	Enter the two-digit code identifying the unit’s CONUSA.
MUSARC name	MUSARC NM (12)	Enter the 12-character code descrioing tne specified unit’s major USAR canmand.

Table 26–1
UICMANAG input data items—Continued

Field Name	Field Label	Valid Values
MUSARC code	MUSARCDE (2)	Enter the two-digit code identifying the MUSARC.
District recruiting comnand	DRC (2)	Enter the two-digit code identifying the specified unit's DRC.
Telephone number	PHONE NO (10)	Enter the specified unit's telephone number, including its three-digit area code.
Comments	UNIT-CMT (12)	Enter the comments relevant to the specified unit.
Combat probability code	CPC(1)	Enter a digit (1-7) indicating the relative probability of the unit's being in a combat role.

26–4A. (Not used.)

(Paragraph not used.)

Section III
PROGRAM OPERATION

26–5. Initiation Procedures.

After completing the sign-on procedures described in Appendix B, the system prints the following message:

ENTER PROGRAM NAME, "LIST" OR "OFF"

The user enters UICMANAG and depresses the carriage return key. The program is now ready to communicate with the user.
If the user is from FORSCOM:

Table 26–5A
Initiation Procedures

UICMANAG: ENTER SELECTION, INFORMATION (I) OR END:
USER:
1. To obtain a report of UIC record(s), enter RU. The processing will go to paragraph 26–6.
2. To obtain a report of MUSARC-UIC linkages, enter RM. The processing will go to paragraph 26–7.
3. To obtain a report of DRC-UIC linkages, enter RD. The processing will go to paragraph 26–8.
4. To add a new UIC record to the file, enter AU. The processing will go to paragraph 26–9.
5. To delete a UIC record from the file, enter DU. The processing will go to paragraph 26–10.
6. To update a UIC record on the file, enter UU. The processing will go to paragraph 26–11.
7. To update the linkages between MUSARCs and UICs enter UM. The processing will go to paragraph 26–12.
8. To update the linkages between DRCs and UICs enter UD. The processing will go to paragraph 26–13.
9. To run a deferred Batch job, globally changing UICs, enter CU. The processing will go to paragraph 26–14.
10. To obtain a list of the options available, enter I. The program will display the list and then repeat the prompt.
11. To exit the program, enter END.
12. Depress the carriage return key.

If the user is with a CONUSA.

UICMANAG: ENTER SELECTION, INFORMATION (I) OR END:
USER:
1. To obtain a report of UIC record(s), enter RU. The processing will go to paragraph 26–6.
2. To obtain a report of MUSARC-UIC linkages, enter RU. The processing will go to paragraph 26–7.
3. To update a UIC record on the file, enter UU. The processing will go to paragraph 26–11.
4. To update the linkages between MUSARCs and UICs, enter UM. The processing will go to paragraph 26–12.
5. To run a deterred Batch job globally changing UICs, enter CU. The processing will go to paragraph 26–14.
6. To obtain a list of the options available, enter I. The program will display the list and then repeat the prompt.
7. To exit the program, enter END.
8. Depress the carriage return key.

If the user has DRC/MUSARC access:

UICMANAG: REPORT, UPDATE, UIC-MUSARC RECORDS OR END
USER:

Table 26–5A
Initiation Procedures—Continued

1. To obtain a report of MUSARC-UIC linkages, enter R. The processing will go to paragraph 26–7.
2. To update the linkages between MUSARCs and UICs, enter U. The processing will go to paragraph 26–12.
3. To exit the program, enter END.
4. Depress the carriage return key.

If the user has only DRC access:

UICMANAG: UPDATE, REPORT DRC-UIC RECORDS OR END

USER:

1. To update the linkages between DRCs and UICs, enter U. The processing will go to paragraph 26–13.
2. To obtain a report of DRC-UIC linkages, enter R. The processing will go to paragraph 26–8.
3. To exit the program, enter END.
4. Depress the carriage return key.

If the user has only UIC Management access:

UICMANAG: REPORT, UIC RECORDS OR END

USER:

1. To obtain a report of UIC records enter R. The processing will go to paragraph 26–6.
2. To exit the program, enter END.
3. Depress the carriage return key.

26–6. UIC Report Procedures.

Follow the procedures described below to obtain a report of UIC records. See figure 26–1 for an example.

Table 26–6A
UIC Report Procedures

UICMANAG: ENTER UIC CODE (7 CHARACTERS) OR END:

USER:

1. To obtain a report for a UIC enter the UIC code. The program will report the record and repeat this prompt.
2. To leave this mode, enter END. The program will return to 26–5.
3. Depress the carriage return key.

26–7. UIC-MUSARC Linkage Report Procedures.

Follow the procedures described below to report the linkages between MUSARCs and UICs. See figure 26–2 for an example.

Table 26–7A
UIC-MUSARC Linkage Report Procedures

UICMANAG: ENTER MUSARC CODE (2 CHARACTERS) OR END

USER:

1. To obtain a report of MUSARC-UIC linkages, enter the MUSARC code. The program will report the UICs linked to that MUSARC and repeat the prompt.
2. To leave this mode, enter END. The program will return to the paragraph 26–5.
3. Depress the carriage return key.

26–8. UIC-DRC Linkage Report Procedures.

Follow the procedures described below to report the linkages between DRCs and UICs. See figure 26–3 for an example.

Table 26–8A
UIC-DRC Linkage Report Procedures

UICMANAG: ENTER DRC CODE (2 CHARACTERS) OR END:

USER:

Table 26–8A
UIC-DRC Linkage Report Procedures—Continued

1. To obtain a report of DRC-UIC linkages, enter the DRC code. The program will report the UICs linked to that DRC and then repeat the prompt.
2. To leave this mode, enter END. The program will return to paragraph 26–5.
3. Depress the carriage return key.

26–9. UIC Record Add Procedures.

Follow the procedures described below to add new UIC records to the file. See figure 26–4 for an example.

Table 26–9A
UIC Record Add procedures

UICMANAG: ENTER UIC CODE (7 CHARACTERS) OR END:
USER:
1. To add a new UIC to the file, enter the seven characters of the UIC code. The program will display the different fields of the record. Enter the desired values when all values have been correctly entered the program will repeat the prompt.
2. To leave this mode, enter END. The program will return to paragraph 26–5.
3. Depress the carriage return key.

26–10. UIC Record Delete Procedures.

Follow the procedures described below to delete UIC records from the file. See figure 26–5 for an example.

Table 26–10A
UIC Record Delete procedures

UICMANAG: ENTER UIC CODE (7 CHARACTERS) OR END:
USER:
1. To delete a UIC from the file, enter The UIC code. The program will delete the UIC and repeat the prompt.
2. To leave this mode, enter END. The program will return to paragraph 26–5.
3. Depress the carriage return key.

26–11. UIC Record Update Procedures.

Follow the procedures described below to update UIC records. See figure 26ndash;6 for an example.

Table 26–11A
UIC Record Update procedures

UICMANAG: ENTER UIC CODE (7 CHARACTERS) OR END:
USER:
1. To update a UIC record, enter the UIC code. The program will display the old field values. Enter the new values under the old values. When the values have been correctly entered, the program will repeat the prompt.
2. To leave this mode, enter END. The program will return to paragraph 26–5.
3. Depress the carriage return Key.

26–12. UIC-MUSARC Linkage Update Procedures.

Follow the procedures described below to update the linkage between MUSARCs and UICs. See figure 26–7 for an example.

Table 26–12A
UIC-MUSARC Linkage Update procedures

UICMANAG: ENTER UIC CODE (7 CHARACTERS) OR END?
USER:
1. To update the linkages between a UIC and a MUSARC, enter the UIC code. The program will go to the next prompt.
2. To leave this mode, enter END. The program will return to paragraph 26–5.

Table 26–12A
UIC-MUSARC Linkage Update procedures—Continued

3. Depress the carriage return key.

UICMANAG: ENTER NEW MUSARC 2 DIGITS OR END?
USER:
1. To link the UIC to a new MUSARC: enter the new MUSARC code. The program will return to the previous prompt.
2. To leave the UIC linked to the old MUSARC enter END. The program will return to the previous prompt.
3. Depress the carriage return key.

26–13. UIC-DRC Linkage Update Procedures.

Follow the procedures described below to update the linkages between DRCs and UICs. See figure 26–8 for an example.

Table 26–13A
UIC-DRC Linkage Update procedures

UICMANAG: ENTER UIC CODE (7 CHARACTERS) OR END?
USER:
1. To update the linkages between a UIC and a DRC, enter the UIC code. The program will go to the next prompt.
2. To leave this mode, enter END. The program will return to paragraph 26–5.
3. Depress the carriage return key.

UICMANAG: ENTER NEW DRC OR END
USER:
1. To link the UIC to a new DRC, enter the new DRC code. The program will link the UIC to the DRC and return to the previous prompt. To leave the UIC linked to the old DRC enter END. The program will return to the previous prompt.
3. Depress the carriage return key.

26–14. Deferred Batch Global UIC Change Procedures.

Follow the procedures described below to cause a deferred batch job to be run changing a UIC globally. See figure 26–9 for an example.

Table 26–14A
Deferred Batch Global UIC Change procedures

UICMANAG: N/A

UICMANAG: UIC CHANGE SUBMITS BATCH JOB CONTINUE OR END
USER:
1. To submit a batch job changing UIC record codes, enter C. The program will go to the next prompt.
2. To abort this job, enter END. The program will return to paragraph 26–5.
3. Depress the carriage return key.

UICMANAG: ENTER
OLD UIC/NEW UIC OR END
USER:
1. To change a UIC designation globally through a batch job, enter the UIC formerly associated with the record, a slash (/) and the new UIC. The program will go to the next prompt.
2. If the user does not wish to enter anymore combinations of old and new UICs, enter END. If no combinations have been entered, the program will return to paragraph 26–5. If combinations have been entered, the program will skip the next prompt.
3. Depress the carriage return key.

UICMANAG: CONTINUE OR END
USER:
1. To have the just entered combination of old and new UICs loaded into the queue for the batch job, enter C. The program will return to the previous prompt to get the next combination.
2. To not load the combination in the Queue, enter END. The program will return to the previous prompt.

Table 26–14A
Deferred Batch Global UIC Change procedures—Continued

3. Depress the carriage return key.

UICMANAG: SEND OUTPUT TO SAC (1), SCHOOLS BRANCH (2), USAREC (3), OR FORSCOM (4), VETRO (5), VETRO (6), VETRO (7), VETRO (8), VETRO (9), VETRO (10), VETRO (11), BSC LASER (12)?

USER:

1. Enter an integer (1-12) to correspond with the batch job destination. The program will end.
2. Depress the carriage return key.

```
UICMANAG
 ENTER SELECTION, INFORMATION (I) OR END:
RU
 ENTER UIC CODE (7 CHARACTERS) OR END
WQZGAAA
UNIT-DSG                    / STREET                  / CITY          /  STATE /
HHC 433 CS FLD DEPOT          BLDG S-21 USAR SPT F     OAKDALE             PA
ZIPCODE / UNIT-BON / PRIORITY / ARMY ID / MUSARCNM       / MUSARCDE / DRC /
  15071          F          6        01   99 USAR CMD            12    1L
PHONE NO    / UNIT-CMT     /  CPC  /
4127771193                     1
 ENTER UIC CODE (7 CHARACTERS) OR END
END
 ENTER SELECTION, INFORMATION (I) OR END:
END
R: T=0.03/0.50 09:54:34
```

Figure 26–1. Sample UIC report

```
UICMANAG
 ENTER SELECTION, INFORMATION (I) OR END:
RM
 ENTER MUSARC CODE (2 CHARACTERS) OR END
12
 THE MUSARC :12     HAS FOLLOWING UIC(S)
    WQZDAAA        WQZGAAA        WQZPAAA        WQZPA1B        WQZQAAA
    WQZUA1A        WQZXAAA        WQZYAAA        WQZ1AAA        WQOAAAA
    WQOXAAA        WQOXA1B        WQOYAAA        WQOZAAA        WQOOAAA
    WQO1AAA        WQO2AAA        WQO4AAA        WQO4AAA        WQ1BAAA
    WQ61AAA        WRJAAAA        WRJHAAA        WRJ5AOB        WRJ5BOC
    WRJ5COD        WRJ5DOE        WRJ5TOA        WRJ6AOA        WRJ6BOC
    WRJ6COD        WRJ3DOE        WRJ6D1F        WRJ6TOA        WRKTAAA
    WRLKAOA        WRLKBOA        WRLKCOA        WRLKSOA        WRLKTOA
    WRLZAOA        WRLZBOB        WRLZCOC        WRLZSOA        WRLZTOA
    WRNLAAA        WRQ3AAA        WRRCAAA        WRYLAAA        WROFA1A
    WR1KAAA        WR3ZAAA        WR32AAA        WSCAAAA        WSEUAAA
    WSJUAAA        WSKKAAA        WSKTAAA        WSLMAAA        WSMPAAA
    WSMPA1B        WSMQAAA        WSMVAAA        WSMWAAA        WSM5AAA
    WSS4AAA        WSS8AAA        WSTHAAA        WSXTAAA        WSZ9AAA
    WSOJAAA        WSOKAAA        WSOKA1A        WS2YAAA        WS27AAA
    WS3KAAA        WS32AAA        WS4FAAA        WS5GAOA        WS5GBOB
    WS5GCOC        WS5GDOD        WS5GTOA        WTEYAAA        WTEYA1A
    WTEOAAA        WTHMAAA        WTKPAAA        WTKRAAA        WTKSAAA
    WTKTAAA        WTLPAAA        WTL3AAA        WTL9AAA        WTMKAAA
    WTMRAAA        WVHLAAA        WVJOAAA        WVJOA1A        WVL4AAA
    WYAUAAA        WYAXAAA        W8ZHAAA        W8Z9AAA        W8OPAAA

 ENTER MUSARC CODE (2 CHARACTERS) OR END
END
 ENTER SELECTION, INFORMATION (I) OR END:
END
R: T=0.04/0.39 09:57:27
```

Figure 26–2. Sample UIC-MUSARC Linkage report

```
UICMANAG
 ENTER SELECTION, INFORMATION (I) OR END:
RD
 ENTER DRC CODE 2 CHARACTERS  OR END
1L
 THE DRC    :1L     HAS FOLLOWING UIC(S)
    WQZGAAA        WQZPAAA        WQZPA1B        WQZUA1A        WQZXAAA
    WQZYAAA        WQZ1AAA        WQOAAAA        WQOXAAA        WQOXA1B
    WQOYAAA        WQ1BAAA        WQ61AAA        WRJAAAA        WRJHAAA
    WRJ5AOB        WRJ5BOC        WRJ5COD        WRJ5DOE        WRJ5TOA
    WRJ6AOA        WRJ6BOC        WRJ6COD        WRJ6D1F        WRJ6TOA
    WRKTAAA        WRLKAOA        WRLKBOA        WRLKCOA        WRLKSOA
    WRLKTOA        WRLZAOA        WRLZCOC        WRLZSOA        WRLZTOA
    WRNBA2B        WRNLAAA        WRQ3AAA        WRRCAAA        WRYLAAA
    WROFA1A        WR1KAAA        WR3ZAAA        WR32AAA        WSCAAAA
    WSEUAAA        WSJUAAA        WSKKAAA        WSLMAAA        WSMPAAA
    WSMQAAA        WSPRAAA        WSS4AAA        WSS8AAA        WSTHAAA
    WSXTAAA        WSZTAAO        WSZ9AAA        WSOJAAA        WSOKAAA
    WSOKA1A        WS2YAAA        WS27AAA        WS3KAAA        WS32AAA
    WS4FAAA        WS5GAOA        WS5GBOB        WS5GCOC        WS5GDOD
    WS5GTOA        WTEYA1A        WTEZAAA        WTEOAAA        WTHMAAA
    WTKRAAA        WTKSAAA        WTKTAAA        WTL3AAA        WTL9AAA
    WTMKAAA        WTMRAAA        WVHLAAA        WVJOAAA        WVJOA1A
    WVL4AAA        WYAT9OA        WYAXAAA        W8CNAAA        WVJOA1A
    W8Z9AAA

 ENTER DRC CODE 2 CHARACTERS  OR END
END
 ENTER SELECTION, INFORMATION (I) OR END:
END
R: T=0.03/0.39 09:58:31
```

Figure 26–3. Sample UIC-DRC Linkage report

```
UICMANAG
 ENTER SELECTION, INFORMATION (I) OR END:
AU
 ENTER UIC CODE (7 CHARACTERS) OR END ?
WQZDAAA
UNIT-DSG                    / STREET                  / CITY          /  STATE /
FEARFUL FRED'S FUSILIERS      8555 16TH STREET          SILVER SPR       MD
ZIPCODE / UNIT-BON / PRIORITY / ARMY ID / MUSARCNM      / MUSARCDE / DRC /
2091       F          5          05       SAC                12       1L
PHONE NO    / UNIT-CMT     /  CPC  /
3015659400     TIMID          4
 THE RECORD OF UIC:WQZDAAA  ADDED INTO UIC FILE SUCCESSFULLY!!

 ENTER UIC CODE (7 CHARACTERS) OR END ?
END
 ENTER SELECTION, INFORMATION (I) OR END:
END
R; T=0.05/0.56 10:04:27
```

Figure 26–4. Sample UIC Record Addition

```
UICMANAG
 ENTER SELECTION, INFORMATION (I) OR END:
DU
 ENTER UIC CODE (7 CHARACTERS) OR END?
WQZGAAA
 THE RECORD OF UIC ;WQZGAAA  IS DELETED FROM UIC FILE

 ALL RECORDS WITH SAME UIC ON ZIPUIC FILE ARE DELETED

  14 OPEN VACANCIES WITHIN GIVEN UIC ARE DELETED

 ENTER UIC CODE (7 CHARACTERS) OR END?
END
 ENTER SELECTION, INFORMATION (I) OR END:
END
R; T=0.08/1.05 10:06:29
```

Figure 26–5. Sample UIC Record Deletion

```
UICMANAG
 ENTER SELECTION, INFORMATION (I) OR END:
UU
 ENTER UIC CODE (7 CHARACTERS) OR END ?
WQZDAAA
UNIT-DSG                    / STREET                  / CITY          /  STATE /
FEARFUL FRED'S FUSILIERS        8555 16TH STREET        SILVER SPR       MD
ZIPCODE / UNIT-BON / PRIORITY / ARMY ID / MUSARCNM       / MUSARCDE / DRC /
  20910          F          5        05   SAC                    12     1L
                                          JCS
PHONE NO    / UNIT-CMT     /   CPC   /
3015659400     TIMID           4
2025876594
 THE RECORD OF UIC:  WQZDAAA  UPDATED SUCCESSFULLY

 ENTER UIC CODE (7 CHARACTERS) OR END ?
END
 ENTER SELECTION, INFORMATION (I) OR END:
END
R; T=0.04/0.56 10:11:16
```

Figure 26–6. Sample UIC Record Update

```
UICMANAG
 ENTER SELECTION, INFORMATION (I) OR END:
UM
 ENTER UIC CODE (7 CHARACTERS) OR END?
WQZDAAA
  MUSARC CODE  12
 ENTER NEW MUSARC 2 DIGITS OR END?
15
 THE RECORD OF UIC:  WQZDAAA  UPDATED SUCCESSFULLY

 ENTER UIC CODE (7 CHARACTERS) OR END ?
END
 ENTER SELECTION, INFORMATION (I) OR END:
END
R; T=0.03/0.32 10:12:43
```

Figure 26–7. Sample UIC-MUSARC Linkage Update

```
UICMANAG
 ENTER SELECTION, INFORMATION (I) OR END:
UD
 ENTER UIC CODE (7 CHARACTERS) OR END?
WQZDAAA
  DRC CODE  1L
 ENTER NEW DRC OR END
1H
 THE RECORD OF UIC:  WQZDAAA  UPDATED SUCCESSFULLY

 ENTER UIC CODE (7 CHARACTERS) OR END ?
END
 ENTER SELECTION, INFORMATION (I) OR END:
END
R; T=0.03/0.30 10:13:51
```

Figure 26–8. Sample UIC-DRC Linkage Update

```
 UICMANAG
  ENTER SELECTION, INFORMATION (I) OR END:
 CU
 UIC CHANGE SUBMITS BATCH JOB CONTINUE OR END
 C
ENTER
OLD UIC/NEW UIC OR END
 WQZUA1A/WQZUAAA
 CONTINUE OR END
 C
ENTER
OLD UIC/NEW UIC OR END
 WQO1AAA/WQZGAAA
 CONTINUE OR END
 C
ENTER
OLD UIC/NEW UIC OR END
 END
SEND OUTPUT TO SAC(1), SCHOOLS BRANCH(2), USAREC(3), OR
FORSCOM(4), VETRO(5), VETRO(6), VETRO(7), VETRO(8), VETRO(9),
VETRO(10), VETRO(11), BSC LASER(12)?
 3
PUN FILE 0977  TO  SAC008   COPY 001   NOHOLD
R; T=0.30/0.92 10:16:43
```

Figure 26–9. Sample Global UIC Change by Deferred Batch Job

Section IV
OUTPUT DESCRIPTION

26–15. Output.

a. UICMANAG provides administrative information regarding the user-specified UIC and messages confirming the completion of a function. All UICMANAG data items are described in table 26–3.

b. The UICMANAG program output enables the user to obtain administrative details about a particular Reserve unit and to verify the data's correctness. The output may be used in identifying units about which the user may have known only the UIC, or to assist in planning Reserve unit reservations or vacancies.

26–15A. (Not used.)

(Paragraph not used.)

Section V
ERROR MESSAGES AND CORRECTION PROCEDURES

26–16. System Errors.

The following is a representative list of possible system errors. If any such error messages appear, call the KEYSTONE Branch immediately.

1. Any message which contains one of the following phrases:
   XXXX FILE NOT INCREMENTED
   XXXX FILE NOT DECREMENTED
   XXXX FILE NOT UPDATED
2. Any message which contains one of the following phrases:
   COUNTERS WOULD BECOME NEGATIVE
   UNSUCCESSFUL UPDATE OF XXXXX

RESERVATIONS WOULD BECOME NEGATIVE

3. **** TRACE BACK ****

ENTRY POINT	ENTRY ADDRESS	RETURN ADDRESS
XXXXXXXX	ZZZZZZZZ	ZZZZZZZZ

4. ERROR: ON LUN=XXXXXX
   VSAM ERROR RETURN CODE=XXXXXX
   ACTION CODE=XXX
   KEYS (IN HEX)=ZZZZZZZZ, ZZZZZZZZ
   RECORD TYPE=XXX
   SPARE VARIABLE X=XXXXXX
   CALL KEYSTONE BRANCH
5. SYSTEM ERROR : INVALID XXXXX IN XXXX
   : ILLEGAL XXXXXX
   : OCCURRED IN XXX WHEN CALLING XXXX
   : IN XXXXXX WHEN RUNNING XXXXX
   : RETURNED BY XXXX
   : ERROR IN XXXX
   : XXXX NOT FOUND
   : RECORD DESCRIPTOR HAS XXXXXXX RETURN CODE IS XX
   : PLEASE CALL KEYSTONE BRANCH
6. ERROR: READING XXXXX
   : INVALID XXXX INDICATOR IN SUBROUTINE XX
   : XXX NOT FOUND ON XXXX FILE
   : XXXXX ERROR-SUBROUTINE XXXXXX
   : SIOXX-FOR KEY XXXXXX AND ACTION XXXX NUMREC=XXXXXXXX
   : ILLEGAL XXXX PASSED TO XXXXXX
   : BAD XXXX IN XXXXXX
   : IN XXXXX - XXXXXX
   : CANNOT FIND XXXX ON XXXXXX
7. FATAL ERROR - XXXXXX
8. SIOXX ERROR: XXXXXX
9. INVALID XXXXX IN SIOXX
10. INVALID VALUE FOR XXXXX IN XXXXXX
11. BAD RETURN FROM XXXX IN XXXXXX
12. PROBLEM WITH XXXX XXXX RECORD
    VALIDATING XXXXXX IN XXXXXX
    READING XXXXXXX
    IN XXXXXX
13. UNABLE TO GET DATA FROM XXXXXX
    VALIDATE XXXX - XXXXXX
    DECODE XX TYPE XXXXXX
14. VSAM ERROR=XXXX ON LUN XXX
15. VMCF ERROR=XXXXXX FOR LUN XXX
16. NO SINK AVAILABLE FOR LUN XXX
17. KEY/RECORD DISAGREE, KEY=XXXXXX RECORD: XXXXX
18. FACTOR XXXXXX NOT IN DATA DICTIONARY (XXXX)
19. LOGIC ERROR: XXXXXX XXXXX
20. XXXXX IS OUT OF RANGE XXXX IS AN INVALID XXXXX FOR COMPONENT (XXXX)
21. THIS OPTION NOT AVAILABLE AT THIS TIME
    ACTION IS XXXX
22. NO XXXXXX FOUND IN XXXXX
23. XXXXXX RECEIVED BY XXXX IS INCORRECT
24. $CTS ERROR IN XXXX ROUTINE
25. X ERROR IN $CTS CALL IN MODCOD-PROGRAM ENDING
26. BAD RETURN CODE FROM UVCOMB IN CHGCOD RTN=XX
27. **THE RECORD OF UIC: XXXXXXXX NOT FOUND ON UIC FILE
28. IN UVCOMB, CANNOT GET THE VALUE OF HIGH COMBAT PROB CODE
29. X ERROR IN CALL TO TRN141 IN UVCKSX TO GET HCPC.
30. X ERROR IN GETVAL CALL IN UVCKSX.

26–17. Operation Errors.

The following list contains possible operation error messages and the corrective action to be taken for each.

Table 26–17A
Operation Error Messages

MESSAGE:
1. ** INVALID UICCODE, FIRST CHARACTER SHOULD BE W **
2. ** INVALID ZIP CODE ENTERED
3. ** INVALID ARMY ID ENTERED, VALID CODES ARE 01, 05 AND 06
4. INVALID VALUE FOR BONUS - F, K, N AND BLANK ARE VALID
5. ** INVALID MUSARC CODE ENTERED

ACTION: The messages above are all followed by data entry prompts to facilitate the re-entry of correct data. Table 26–2 gives the correct format and values for data entries.

MESSAGE: **UIC: XXXXXXX ALREADY ON UIC FILE**
ACTION: This is an information message. The record on the UIC file will not be duplicated. Processing proceeds normally.

MESSAGE: THE RECORD OF UIC: XXXXXXX NOT FOUND ON UIC FILE
or
ZIP CODE: XXXXXXXXX PRTY & UIC: XXXXXXX NOT FOUND ON ZIPUIC FILE
ACTION: The above messages are information messages. Processing continues normally, and no change is effected.

MESSAGE: **YOUR ID HAS NO AUTHORITY TO CHANGE PRIORITY**
ACTION: This is an information message. The update to the priority item has failed.

MESSAGE: UIC: XXXXXXX NOT FOUND ON ZIPUIC ALTERNATE INDEX FILE
ACTION: This is an information message. No record exists on the named file.

MESSAGE:
1. ** THE RECORD OF UIC: XXXXXXX HAS ERROR ON UPDATING **
2. ** ERROR ON UPDATING BONUS FIELD ON BONUS FILE
3. ** ERROR ON WRITING UPDATED ZIPUIC RECORD ON ZIPUIC FILE **

ACTION: These error messages do not interrupt program processing. However, they should be reported to the KEYSTONE Branch.

MESSAGE:
1. AS ZIP CHANGED, DON'T FORGET TO CHANGE ZIP-UIC RECORD ON ZIP-UIC RECORD ON ZIPUIC FILE.
2. PLEASE DON'T FORGET TO ADD NEW ZIP-UIC RECORDS TO ZIPUIC FILE

ACTION: Records are added to or changed on the ZIPUIC file through the ZIPFIX program.

MESSAGE: CHANGE IN COMBAT PROB CODE SUBMITS A BATCH JOB
ACTION: This is an information message. A batch job is automatically submitted to change or delete vacancies on the Unit Vacancy List file.

MESSAGE: UICMANAG AUTOMATIC ADJUSTMENT OF UVL RECORDS FOR COMBAT PROBABILITY HAS BEGUN
ACTION: This is an information message.

MESSAGE: UIC XXXXXXXX CONTROL # XXXXXXXX VACANCY UPDATED TO ALLOW MALES ONLY
ACTION: This is an information message. The change in the combat probability will cause only males to be considered for the vacancy.

MESSAGE: UIC XXXXXXXXX CONTROL # XXXXXXXX SEX CODE NOT ALLOWED ON QUALS-RECORD DELETED
ACTION: The attempt to change the combat probability (and therefore the sex code) has been set aside.

Chapter 27
ISSALE PROGRAM

Section I
PROGRAM SUMMARY

27–1. Purpose.

The ISSALE program provides a list of AIT vacancies for any Class Reception Station date no longer available to new recruits due to the eight weeks of basic training. These vacancies are available to those already in service. The program

prints a report of the MOSs for which training is available and indicates whether the position is open to males or females.

27–2. Applicability.

The ISSALE program is accessed by the following user groups:

a. REQUEST/RETAIN Branch
b. Accession Management Branch
c. FORSCOM
d. CONUSA USAR

27–3. Functions.

ISSALE has one function, which is to generate a report of the MOSs for which training is available to those in service.

27–4. Options.

ISSALE provides the user with the following options: AR, NG, and END. The program allows the user to search for available AIT vacancies in either the Army Reserve (AR) or the National Guard (NG) component. If the user wishes to terminate the program, END may be selected.

Section II
INPUT REQUIREMENTS

27–5. Data Items.

ISSALE requires the user to enter the items described below in table 27–1.

Table 27–1
ISSALE input data items

Field Name	Field Label	Valid Values
Army Reserve	AR	Enter A to indicate that the program should search for Army Reserve AIT vacancies.
National Guard	NG	Enter N to indicate that the program should search for National Guard AIT vacancies.
Reception Station Date	RECEPTION STATION DATE	Enter the Class Reception station date in DD/MM/YY format for the week AIT vacancies are desired. This date must not be more than eight weeks in the future.

27–5A. (Not used.)

(Paragraph not used.)

Section III
PROGRAM OPERATION

27–6. Initiation Procedures.

After completing the sign-on procedures described in Appendix B, the system prints the following message:

ENTER PROGRAM NAME, “LIST” OR “OFF”

The user enters ISSALE and depresses the carriage return key. The program is now ready to communicate with the user.

27–7. Procedures.

Follow the procedures described below to produce a list of AIT vacancies for a specified week not more than eight weeks in the future. The first prompt in ISSALE is the component selection prompt:

Table 27–7A
Procedures to produce a list of AIT vacancies for a specified week not more than eight weeks in the future

ISSALE: ENTER COMPONENT: AR(A), NG(N), OR END(E):
USER:
1. Enter A to search for available AIT spaces in the Army Reserve. Depress the carriage return key and proceed to the next prompt.
2. Enter N to search for available AIT spaces in the National Guard. Depress the carriage return key and proceed to the next prompt.
3. Enter E to terminate the program. Depress the carriage return key.

ISSALE: ENTER RECEPTION STATION DATE OR END(E):
USER:
1. Enter the Class Reception Station date for the week AIT vacancies are required. If program termination is desired, enter E.
2. Depress the carriage return key.

Note: If the Reception Station date entered is not a Monday, ISSALE will automatically move the date up to the following Monday.

ISSALE: Prints a report of the MOSs for which training is available to those in service. This report is restricted to the week which the user entered. It includes an MOS priority indicator and specifies whether the vacancy is available to males or females. Figure 27–1 is an example of an ISSALE report.
USER: N/A

```
ENTER COMPONENT:AR(A),NG(N) OR END(E):AR
ENTER RECEPTION STATION DATE OR END(E):
10/10/82

*****************************************************************************

                    IS/SALE REPORT

                    REPORT DATE:  30/ 9/82
                    RECEPTION STATION DATE:  11/10/82
                    AIT DATE:  15/10/82
                    TRAINING VACANCIES ARE CURRENT

MOS     PRIORITY     MALE      FEMALE

05B1                  5          0
05C1                  2          0
05H1                  1          0
17B1                  1          0
31M1    YES           2          0
63B1                  2          2
TOTALS               13          2

ENTER COMPONENT:AR(A),NG(N) OR END(E):  E
```

Figure 27–1. ISSALE report sample

Section IV
OUTPUT DESCRIPTION

27–8. Output.

ISSALE provides a report which lists the MOSs for which training is available to in-service individuals. This list specifies the number of slots available to males or females, and provides a priority flag which indicates the Army's desire to fill a particular MOS. The report also includes the date the report is generated, the Class Reception Station date, and the AIT Date. Figure 27–1 is an example of an ISSALE report.

27–8A. (Not used.)

(Paragraph not used.)

Section V
ERROR MESSAGES AND CORRECTION PROCEDURES

27–9. System Errors.

The following is a representative list of possible system errors. If any of these error messages appear, call the REQUEST/RETAIN Branch immediately.

```
1. ERROR ON LUN XXXXXX
     VSAM ERROR RETURN CODE XXXXXX
     ACTION CODE=XXX
     KEYS (IN HEX)=ZZZZZ ZZZZZZ
     RECORD TYPE=XXX
     SPARE VARIABLE1=XXXXXX
     SPARE VARIABLE2=XXXXXX
     CALL THE REQUEST OFFICE
2. ERROR: TEST MUST END WITH A PERIOD-QUIT
3. INVALID VALUE FOR CHECKUP IN QUOTA
4. VSAM ERROR=XXXX ON LUN XXX
5. VMCF ERROR=XXXXXX FOR LUN XXX
6. NO SINKS AVAILABLE FOR LUN XXX
7. ERROR IN MOVECH-SI091
8. **** TRACE BACK ****
     ENTRY POINT     ENTRY ADDRESS     RETURN ADDRESS
     XXXXXXXX        ZZZZZZZZ          ZZZZZZZZ
9. ERROR INVALID ACTION IN WEKLIM-XXX
      + TRACE BACK +
     CALL REQUEST OFFICE
```

27–10. Operation Errors.

The following list contains possible operation error messages and the corrective action to be taken for each.

Table 27–10A
Operation Error Messages

MESSAGE: INVALID RESPONSE
ACTION: This message is followed by a prompt to allow the user to correct the data entry. Re-enter the data correctly.

MESSAGE: AIT DATE OR XX/XX/XX NOT ON QUOTA FILE
ACTION: The AIT date specified is not on the system. Enter a valid AIT Date.

MESSAGE: WEEKLY LIMIT SPACE UNAVAILABLE FOR RECSTA XX/XX/XX
ACTION: This is an information message. It is followed by the initial prompt in the ISSALE program.

MESSAGE: NO SPACES FOUND FOR YOUR AIT DATE
ACTION: This is an information message. It is followed by the initial prompt in the ISSALE program.

MESSAGE: RECEPTION STATION DATE HAS NOT PASSED
ACTION: This is an information message which occurs when the Class Reception Station Date entered is more than eight weeks in the future. Note that the Reception Station Date in the message refers to the Recruit Reception Station Date. ISSALE returns to the initial prompt.

Chapter 28
UNCONFAR PROGRAM

Section I
PROGRAM SUMMARY

28–1. Purpose.
The UNCONFAR program prints a report of unconfirmed reservations for a range of ship dates and for those locations specified by the user. For each unconfirmed reservation UNCONFAR lists the social security number, name, reception station date, credit code and ship date. Only one report can be obtained with each execution of the UNCONFAR program. UNCONFAR has no update capabilities.

28–2. Applicability.
The UNCONFAR program is accessed by the following user groups:

a. KEYSTONE Branch
b. Accession Management Branch
c. USAREC

Section II
INPUT SPECIFICATIONS

28–3. Data Items.
a. Location ID The user is required to enter those location IDs for which reports are to be printed.

b. Beginning and ending enlistment date. The user may choose to enter the enlistment dates or may omit this response and enter the beginning and ending shipped dates instead.

c. Beginning and shipped ending dates. The user may choose to enter the beginning and ending shipped, instead of enlistment, dates.

28–3A. (Not used.)
(Paragraph not used.)

Section III
PROGRAM EXECUTION

28–4. Initiation.
After following the sign-on procedures in Appendix B, the system prints the following message:

ENTER PROGRAM NAME, “LIST” OR “OFF”:

The user enters UNCONFAR and depresses the carriage return key.

28–5. Procedures.
Follow the procedures below to obtain a copy of the UNCONFAR report. See figures 28–1 and 28–2 for sample reports.

Table 28–5A
Procedures to obtain a copy of the UNCONFAR report. See figures 28–1 and 28–2 for sample reports

UNCONFAR: REPORT OF UNCONFIRMED RESERVATIONS
USER ENLISTMENT DATE (E), SHIPPED DATE (S), OR QUIT (Q)
USER:
1. Enter E if the enlistment date is required for the report.
2. Enter S if the shipped date is required for the report.
3. Enter Q to terminate the program.
4. Depress the carriage return key.

Table 28–5A
Procedures to obtain a copy of the UNCONFAR report. See figures 28–1 and 28–2 for sample reports—Continued

UNCONFAR: BEGIN DATE/END DATE
USER:
1. Enter the beginning and ending dates for which report information is required. Enter the dates under the appropriate headings. Use a DD/MM/YY format, including slashes.
2. Depress the carriage return key.

UNCONFAR: LOCATION ID INPUT ?
ENTER ALL (A), ARMY (100-900), REGION (1-6), SELECT (S):
USER:
1. Enter ALL to receive a report for all locations.
2. Enter the three-digit code required for an Army location.
3. Enter the single-digit code required for a Region location.
4. Enter S to select specific LOCIDs.
5. Depress the carriage return key.

UNCONFAR: If there are no unconfirmed reservations between the dates entered for the specified location, the program will give this message:
ALL RESERVATIONS CONFIRMED BETWEEN DATES:
DD/MM/YY-DD/MM/YY
USE ENLISTMENT DATE (E), SHIPPED DATE (S), OR QUIT (Q)
If there are unconfirmed reservations between the dates entered for the locations specified, the program prints the following report:
UNCONFIRMED RESERVATIONS FOR LOCATION: XX

SOC SEC #	NAME	RECSTA DATE	CREDIT CODE	SHIP DATE
111111111	DOE, JOHN	11/15/82	4K5	9/11/82
222222222	SMITH, JOSEPH	8/11/82	4K5D	8/11/82
333333333	BROWN, GARY	l5/11/82	4K4A	9/11/82

USE ENLISTMENT DATE (E), SHIPPED DATE (S), OR QUIT (Q)
USER: N/A

Section IV
OUTPUT DESCRIPTION

28–6. Output.

The UNCONFAR program prints a report of unconfirmed reservations for a range of enlistment or shipped dates and for locations specified by the user. The following data items appear on the report:

a. SOC SEC #. The recruit's nine digit social security number.
b. NAME. The recruit's name in last name, first name, middle initial order.
c. RECSTA DATE. The recruit's scheduled reception station date.
d. CREDIT CODE. The station credited for the reservation.
e. SHIP DATE. The date on which the recruit is expected to ship.

```
REPORT OF UNCOMFIRMED RESERVATIONS

USE ENLISTMENT DATE (E), SHIPPED DATE (S), OR QUIT (Q)
E
BEGIN DATE / END DATE
10/11/82     11/11/82
LOCATION ID INPUT -
ENTER ALL (A), ARMY (100-900), REGION (1-6), SELECT (S):  S
     /     /     /     /     /     /     /     /     /     /     /     /
52

ALL RESERVATIONS CONFIRMED BETWEEN DATES:  10/11/82 - 11/11/82
USE ENLISTMENT DATE (E), SHIPPED DATE (S), OR QUIT (Q)
```

Figure 28–1. UNCONFAR sample report

```
USE ENLISTMENT DATE (E), SHIPPED DATE (S), OR QUIT (Q)
S
BEGIN DATE / END DATE
1/11/82     13/11/82
LOCATION ID INPUT -
ENTER ALL (A), ARMY 100-900), REGION 1-6), SELECT (S):  100
     /     /     /     /     /     /     /     /     /     /     /     /

UNCONFIRMED RESERVATIONS FOR LOCATION:  100

SOC SEC #     NAME                RECSTA DATE    CREDIT CODE     SHIP DATE
805646264     SMITH, WILLIAM       15/11/82          4K5           9/11/82
454258067     HARRELL, LARRY        8/11/82          4K5D          8/11/82
459258362     JONES, MARY          15/11/82          4K4A          9/11/82
461199637     MANGOLD, SAMMY       15/11/82          4K5B          9/11/82
463028084     ROSE, DANIEL          8/11/82          4K3K          8/11/82
463110901     SANCHES, FRANK       15/11/82          4K4H          9/11/82
463772025     VASQUEZ, JOHN         8/11/82          4K4A          8/11/82
466173417     HUNTER, SCOTT        15/11/82          4K5D         11/11/82
USER ENLISTMENT DATE (E), SHIPPED DATE (S), OR QUIT (Q)
```

Figure 28–2. UNCONFAR sample report

28–6A. (Not used.)

(Paragraph not used.)

Section V
ERROR MESSAGES AND CORRECTION PROCEDURES

28–7. System Errors.

The following is a representative list of possible system errors. If any such error messages appear, call the KEYSTONE Branch immediately.

1. Any message which contains one of the following phrases:
   XXXX FILE NOT INCREMENTED
   XXXX FILE NOT DECREMENTED
   XXXX FILE NOT UPDATED

2. Any message which contains one of the following phrases:
   COUNTERS WOULD BECOME NEGATIVE
   UNSUCCESSFUL UPDATE OF XXXXX
   RESERVATIONS WOULD BECOME NEGATIVE
3. **** TRACE BACK ****

ENTRY POINT	ENTRY ADDRESS	RETURN ADDRESS
XXXXXXXX	ZZZZZZZZ	ZZZZZZZZ

4. ERROR: ON LUN=XXXXXX
   VSAM ERROR RETURN CODE=XXXXXX
   ACTION CODE=XXX
   KEYS (IN HEX)=ZZZZZZZZ, ZZZZZZZZ
   RECORD TYPE=XXX
   SPARE VARIABLE X=XXXXXX
   CALL KEYSTONE BRANCH
5. SYSTEM ERROR : INVALID XXXXX IN XXXX
   : ILLEGAL XXXXXX
   : OCCURRED IN XXX WHEN CALLING XXXX
   : IN XXXXXX WHEN RUNNING XXXXX
   : RETURNED BY XXXX
   : ERROR IN XXXX
   : XXXX NOT FOUND
   : RECORD DESCRIPTOR HAS XXXXXXX RETURN CODE IS XX
   : PLEASE CALL KEYSTONE BRANCH
6. ERROR : READING XXXXX
   : INVALID XXXX INDICATOR IN SUBROUTINE XX
   : XXX NOT FOUND ON XXXX FILE
   : XXXXX ERROR-SUBROUTINE XXXXXX
   : SIOXX-FOR KEY XXXXXX AND ACTION XXXX NUMREC=XXXXXXXX
   : ILLEGAL XXXX PASSED TO XXXXXX
   : BAD XXXX IN XXXXXX
   : IN XXXXX - XXXXXX
   : CANNOT FIND XXXX ON XXXXXX
7. FATAL ERROR - XXXXXX
8. SIOXX ERROR: XXXXXX
9. INVALID XXXXX IN SIOXX
10. INVALID VALUE FOR XXXXX IN XXXXXX
11. BAD RETURN FROM XXXX IN XXXXXX
12. PROBLEM WITH XXXX XXXX RECORD
    VALIDATING XXXXXX IN XXXXXX
    READING XXXXXXX
    IN XXXXXX
13. UNABLE TO GET DATA FROM XXXXXX
    VALIDATE XXXX - XXXXXX
    DECODE XX TYPE XXXXXX
14. VSAM ERROR=XXXX ON LUN XXX
15. VMCF ERROR=XXXXXX FOR LUN XXX
16. NO SINK AVAILABLE FOR LUN XXX
17. KEY/RECORD DISAGREE, KEY=XXXXXX RECORD: XXXXX
18. FACTOR XXXXXX NOT IN DATA DICTIONARY (XXXX)
19. LOGIC ERROR: XXXXXX XXXXX
20. XXXXX IS OUT OF RANGE XXXX IS AN INVALID XXXXX FOR COMPONENT (XXXX)
21. THIS OPTION NOT AVAILABLE AT THIS TIME
    ACTION IS XXXX
22. NO XXXXXX FOUND IN XXXXX
23. XXXXXX RECEIVED BY XXXX IS INCORRECT
24. $CTS ERROR IN XXXX ROUTINE

28–8. Operation Errors.

The following list contains possible operation errors and the corrective action to be taken for each.

Table 28–8A
Operation Error messages

MESSAGE: USE PROPER ID, THANK YOU. **ACTION:** The location ID entered is invalid. Re-enter valid location ID.
MESSAGE: YOUR LOCATION ID IS UNRECOGNIZED **ACTION:** The location ID entered is invalid. Re-enter valid location ID.
MESSAGE: CHARACTER UNDER SLASH_ _ _ _FIELD SHOULD BE BLANK. **ACTION:** Part of the data entered was entered directly under a slash. Examine entry and re-enter correctly.
MESSAGE: INVALID DATE **ACTION:** One or both of the enlistment dates entered is incorrect. Re-enter dates in MM/DD/YY format, including the slashes.

Chapter 29
MESSAG PROGRAM

Section I
PROGRAM SUMMARY

29–1. Purpose.

a. The MESSAG program enables the user to write messages to be placed on the Message file. Messages that are created through the use of the MESSAG program are subsequently reported by the RCTNEWS program. Initially, new messages are placed on the Scratch file, where they may be modified and corrected as required before being placed on the Message file.

b. If there is already a message on the Scratch file when the user executes the program, it must be either erased or placed on the REQUEST system before another message can be added.

29–2. Applicability.

The MESSAG program is accessed by the following user groups:

a. REQUEST/RETAIN Branch
b. USAREC
c. OCAR/FORSCOM
d. FORSCOM
e. Accession Management Branch

29–3. Optional Features.

The MESSAG program offers the user six optional features for correcting messages, while they are still on the Scratch file. These features are as follows:

a. CHANGE(C). Allows the user to re-enter the line and make any necessary changes or corrections.
b. ADD(A). Allows the user to insert new lines within the existing text, or add lines at the end of the message.
c. DELETE(D). Allows the user to delete a single line or a range of lines.
d. SHOW(S). Displays the entire message, including line numbers in the right-hand margin.
e. ERASE(E). Erases the entire message.
f. OK(O). Indicates that the message is correct, and allows the user to continue working with the program.

Section II
INPUT REQUIREMENTS

29–4. Data Items.

The MESSAG program requires only one data item: Message Code. The message code is obtained from the REQUEST/RETAIN Branch. It identifies the proper category enabling the user to retrieve appropriate messages by executing the RCTNEWS program. REQUEST automatically assigns new messages to the appropriate category.

29–4A. (Not used.)

(Paragraph not used.)

Section III
PROGRAM OPERATION

29–5. Initiation Procedures.

After following the sign-on procedures in Appendix B, the system prints the following message:

ENTER PROGRAM NAME, LIST OR OFF:

The user enters MESSAG and depresses the carriage return key. The MESSAG program is now ready to communicate with the user.

29–6. Procedures.

Follow the procedures below to place a message on REQUEST. See figures 29–1 and 29–2 for sample executions of MESSAG.

Table 29–6
Procedures to place a message on REQUEST. See figures 29–1 and 29–2 for sample executions of MESSAG

MASSAG: ENTER MESSAGE CODE
USER:
1. Enter the valid message code.
2. Depress the carriage return key.

MASSAG: INSTRUCTIONS? (YES OR NO)
USER:
1. Enter Y to obtain instructions (figure 29–1), or enter N if instructions are not required.
2. Depress the carriage return key.

MASSAG: If there is a message on the Scratch file, the MESSAG program prints the following:

MESSAGE CURRENTLY ON SCRATCH FILE-
ORIGINAL CREATE DATE DD/MM/YY
CHANGE (C), ADD (A), DELETE (D), LINE;
SHOW (S), ERASE (E) MESSAGE; OR OK (0)

USER:
1. Select and enter the desired option.
Depress the carriage return key. See paragraphs 29–6 (a, b, c, d, e, f) for instructions on executing these options.

MASSAG: If there is no message on the Scratch file, the MESSAG program prints the following:

NO MESSAGE ON SCRATCH FILE - ENTER NEW MESSAGE
TO END ENTER '****'
COL START COL END
17
2

USER:
1. Enter the first line of the message.
2. Depress the carriage return key.

MASSAG: Displays the line just entered and prints the following: OK? (YES OR NO)
USER:
1. Enter Y if the line is correct, or enter N to re-enter the line.
2. Depress the carriage return key.

MASSAG: Continues to prompt the user line by line.
USER:
1. Continue to enter the desired message line by line, and enter **** as the last line.

Table 29–6
Procedures to place a message on REQUEST. See figures 29–1 and 29–2 for sample executions of MESSAG—Continued

2. Depress the carriage return key.

MASSAG: CHANGE(C), ADD(A), DELETE(D) LINE; SHOW(S) ERASE(E) MESSAGE; OR OK(O)

USER:

1. Enter the desired option as described in figures 29–1 and 29–2, and in paragraphs 29–6 (a, b, c, d, e, f).
2. Depress the carriage return key.

MASSAG: If the user entered OK above, the program prints the following:
PLACE MESSAGE ON THE REQUEST SYSTEM? (YES OR NO)

USER:

1. Enter Y to place the message on the system, or enter N to keep the message on the Scratch file.
2. Depress the carriage return key.

UPON ENTERING THE PROGRAM THE USER IS INFORMED AS TO WHETHER THERE IS A MESSAGE ALREADY ON THE SCRATCH FILE. THE USER IS PROMPTED TO ENTER HIS NEW MESSAGE. ONCE A LINE IS ENTERED, IT IS DISPLAYED TO THE USER AND THE PROMPT "OK? (YES OR NO)" APPEARS. TYPE IN "Y" OR "N" AND RETURN. IF "Y" WAS TYPED IN CONTINUE WITH THE NEXT LINE. IF "N" WAS TYPED IN, WAIT FOR THE PROMPT "RE-ENTER LINE". A MESSAGE CANNOT EXCEED 200 LINES (72 CHARACTERS PER LINE). TO END THE MESSAGE ENTER "****" FOR THE LAST LINE AND RETURN.

AFTER THE USER HAS FINISHED ENTERING HIS NEW MESSAGE OR IF A MESSAGE ALREADY EXISTS ON THE SCRATCH FILE, THE PROMPT "CHANGE(C), ADD(A), DELETE(D), LINE; SHOW(S), ERASE(E) MESSAGE; OR OK(O)" WILL APPEAR. THE FOLLOWING PARAGRAPHS DESCRIBE IN DETAIL THE RESPONSES TO THE PROMPT.

TO CHANGE LINES ENTER "C" AFTER PROMPT AND RETURN. THE PROMPT "ENTER LINE NUMBER (1-200)" WILL APPEAR. ENTER THE LINE NUMBER AND RETURN. THE PROMPT "RE-ENTER LINE" WILL APPEAR. RE-ENTER LINE AND RETURN.

TO ADD LINES ENTER "A" AFTER PROMPT AND RETURN. "ENTER LINE NUMBER (1-200)" WILL APPEAR. ENTER THE LINE NUMBER THAT THE NEW LINE(S) WILL FOLLOW AND RETURN. FOR EXAMPLE, TO ADD TO THE END OF THE MESSAGE, THE USER SHOULD ENTER THE LAST LINE NUMBER OF THE MESSAGE. THE SYSTEM WILL CONTINUE PROMPTING FOR ADDITIONAL LINES UNTIL THE USER ENTERS "****" FOR HIS LAST LINE.

TO DELETE LINES ENTER "D" AFTER PROMPT AND RETURN. THE SYSTEM WILL THEN PROMPT FOR A RANGE OF LINES TO BE DELETED -- TO DELETE ONLY ONE LINE THE USER SHOULD ENTER THAT LINE NUMBER UNDER "START LINE".

TO SHOW THE MESSAGE ENTER "S" AFTER PROMPT AND RETURN. THE SYSTEM WILL SHOW THE ENTIRE MESSAGE ALONG WITH THE LINE NUMBERS ON THE RIGHT EDGE OF THE PAPER.

TO ERASE THE MESSAGE ON THE SCRATCH FILE ENTER "E" AFTER THE PROMPT AND RETURN. THIS WILL CAUSE THE ENTIRE MESSAGE ON THE SCRATCH FILE TO BE ERASED.

AFTER ALL EDITING IS COMPLETED, THE USER SHOULD ENTER "OK" TO THE ABOVE PROMPT AND RETURN. HE WILL THEN BE GIVEN THE OPPORTUNITY TO PLACE THE MESSAGE ON THE REQUEST SYSTEM. MESSAGES SHOULD BE PLACED ON THE SYSTEM WITHIN A DAY.

Figure 29–1. MESSAG Instructions sample

```
ENTER MESSAGE CODE   AAA
INSTRUCTION? (YES OR NO)   N

NO MESSAGE ON SCRATCH FILE - ENTER NEW MESSAGE

TO END ENTER '****'

COL START                                                    COL END
1                                                                 7
                                                                  2

ALL INPUT DATA ITEMS FOR REQUEST MUST BE ABSOLUTELY ACCURATE. OTHER-
ALL INPUT DATA ITEMS FOR REQUEST MUST BE ABSOLUTELY ACCURATE. OTHER-
OK?  (YES OR NO)   Y
WISE, THERE MAY BE AN ADVERSE EFFECT ON THE APPLICANTS FUTURE EN-
WISE, THERE MAY BE AN ADVERSE EFFECT ON THE APPLICANTS FUTURE EN-
OK?  (YES OR NO)   N
RE-ENTER LINE
WISE, IT MAY ADVERSELY INFLUENCE THE RESERVATION.
WISE, IT MAY ADVERSELY INFLUENCE THE RESERVATION.
OK?  (YES OR NO)   Y
****


CHANGE(C), ADD(A), DELETE(D) LINE; SHOW(S), ERASE(E) MESSAGE; OR OK(O)
C
ENTER LINE NUMBER (1-200)    1
LINE   1
ALL INPUT DATA ITEMS FOR REQUEST MUST BE ABSOLUTELY ACCURATE. OTHER-
RE-ENTER LINE
ALL DATA ITEMS INPUT TO REQUEST MUST BE VALID VALUES. OTHER-
ALL DATA ITEMS INPUT TO REQUEST MUST BE VALID VALUES. OTHER-
OK?  (YES OR NO)   Y


CHANGE(C), ADD(A), DELETE(D) LINE; SHOW(S), ERASE(E) MESSAGE; OR OK(O)
A
ENTER LINE NUMBER (1-200)    2

TO END ENTER '****'

COL START                                                    COL END
1                                                                 7
                                                                  2

ERRONEOUS INFORMATION CAN ACCIDENTALLY CANCEL A RESERVATION.
ERRONEOUS INFORMATION CAN ACCIDENTALLY CANCEL A RESERVATION.
OK? (YES OR NO)  Y
****
```

Figure 29–2A. MESSAG execution

```
CHANGE(C), ADD(A), DELETE(D) LINE; SHOW(S), ERASE(E) MESSAGE; OR OK(O)
D

ENTER RANGE OF LINES TO BE DELETED
START LINE/END LINE
3

CHANGE(C), ADD(A), DELETE(D) LINE; SHOW(S), ERASE(E) MESSAGE; OR OK(O)
S

ALL DATA ITEMS INPUT TO REQUEST MUST BE VALID VALUES. OTHER-
WISE, IT MAY ADVERSELY INFLUENCE THE RESERVATION.
ERRONEOUS INFORMATION CAN ACCIDENTALLY CANCEL A RESERVATION.

CHANGE(C), ADD(A), DELETE(D), LINE; SHOW(S), ERASE(E) MESSAGE; OR OK(O)
E
YOU WILL ERASE THE ENTIRE MESSAGE ON THE SCRATCH FILE-OK? (YES OR NO)
N

CHANGE(C), ADD(A), DELETE(D) LINE; SHOW(S), ERASE(E) MESSAGE; OR OK(O)
OK
PLACE MESSAGE ON THE REQUEST SYSTEM? (YES OR NO)   Y
STOP
```

Figure 29–2B. MESSAG execution

29-6(a). CHANGE Option Follow the procedures below to make a change to the message being entered.

Table 29–6A
Procedures

MASSAG: CHANGE(C), ADD(A), DELETE(D) LINE; SHOW(S), ERASE(E)MESSAGE; OR OK(O)
USER:
1. Enter C to make a change.
2. Depress the carriage return key.

MASSAG: ENTER LINE NUMBER (1-200)
USER:
1. Enter the number of the line to be changed.
2. Depress the carriage return key.

MASSAG: LINE X (where X represents the number of the line to be changed)
Prints the line as originally entered by the user.
RE-ENTER LINE
USER:
1. Re-enter the entire line, making the necessary changes.
2. Depress the carriage return key.

MASSAG: Reprints the line as changed by the user.
OK? (YES OR NO)
USER:
1. Enter Y if the line is correct, and depress the carriage return key to receive the initial prompt again.
2. Enter N if the line needs corrections, and depress the carriage return. Returns to the prompt above.
3. Retrace the procedures described in this paragraph.

29-6(b). ADD Option. Follow the procedures below to be able to add to a message that is being entered.

Table 29–6B
ADD option

MASSAG: CHANGE(C), ADD(A), DELETE(D) LINE; SHOW(S), ERASE(E) MESSAGE; OR OK(O)
USER:
1. Enter A to add lines to the message.
2. Depress the carriage return key.

MASSAG: ENTER LINE NUMBER (1-200)
USER:
1. Enter the number of the line that the addition will follow. If the addition follows lines that have already been entered on the Scratch file, the new lines must immediately follow the existing lines.
2. Depress the carriage return key.

MASSAG: TO END ENTER '****'

COL START	COL END
1	7
2	

USER:
1. Enter the addition(s)line by line as described for new messages in paragraph 29–6.
2. Enter **** as the last line.
3. Depress the carriage return key at the end of each line.

29-6(c). DELETE LINE Option. Follow the procedures below to delete a line from a message that is being created.

Table 29–6C
DELETE LINE option

MASSAGE: CHANGE(C), ADD(A), DELETE(D) LINE; SHOW(S), ERASE(E) MESSAGE; OR OK(O)
USER:
1. Enter D to delete a single line or series of lines.
2. Depress the carriage return key.

MASSAGE: ENTER RANGE OF LINES TO BE DELETED
START LINE/END LINE
USER:
1. Under the data item label, enter the number of the first and last lines to be deleted. Enter only the starting line number if a single line is to be deleted.
2. Depress the carriage return key.

MASSAGE: Deletes the line(s)specified by the user, and returns to the first prompt.
USER: N/A

29-6(d). SHOW Option. Follow the procedures below to display the message from the Scratch file.

Table 29–6D
SHOW option

MASSAG: CHANGE(C), ADD(A), DELETE(D) LINE; SHOW (S), ERASE(E) MESSAGE; OR OK(O)
USER:
1. Enter S to display the message.
2. Depress the carriage return key.

MASSAG: Displays the entire message and returns to the first prompt.
USER: N/A

29-6(e). ERASE MESSAGE Option. Follow the procedures below to erase the message that is being entered.

Table 29–6E
ERASE MESSAGE option

MESSAGE: CHANGE(C), ADD(A), DELETE(D) LINE; SHOW(S), ERASE(E) MESSAGE; OR OK(O)
USER:
1. Enter E to erase the message.
2. Depress the carriage return key.

MESSAGE: YOU WILL ERASE ENTIRE MESSAGE ON THE SCRATCH FILE OK? (YES OR NO)
USER:
1. Enter Y to erase the message, and depress the carriage return key. The program terminates.
2. Enter N if the message is not to be erased, and depress the carriage return key. The program returns to the first prompt again.

29-6(f). OK Option. Follow the procedures below to place the message on the REQUEST system.

Table 29–6F
OK option

MASSAGE: CHANGE(C), ADD(A), DELETE(D) LINE; SHOW(S), ERASE(E) MESSAGE; OR OK (O)
USER:
1. Enter alphabetic O to be able to place the message on the system.
2. Depress the carriage return key.

MASSAGE: PLACE MESSAGE ON THE REQUEST SYSTEM? (YES OR NO)
USER:
1. Enter Y to place the message on the system, or enter N if the message is not to be placed on the system.
2. Depress the carriage return key. The program terminates.

Section IV
OUTPUT DESCRIPTION

29–7. Output.
There is no output from the MESSAG program other than that described in Section III.

29–7A. (Not used.)
(Paragraph not used.)

Section V
ERROR MESSAGES AND CORRECTION PROCEDURES

29–8. System Errors.
The following is a representative list of possible system errors. If any such error messages appear, call the REQUEST/RETAIN Branch immediately.

1. Any message which contains one of the following phrases:
   XXXX FILE NOT INCREMENTED
   XXXX FILE NOT DECREMENTED
   XXXX FILE NOT UPDATED
2. Any message which contains one of the following phrases:
   COUNTERS WOULD BECOME NEGATIVE
   UNSUCCESSFUL UPDATE OF XXXXX
   RESERVATIONS WOULD BECOME NEGATIVE
3. **** TRACE BACK ****

ENTRY POINT	ENTRY ADDRESS	RETURN ADDRESS
XXXXXXXX	ZZZZZZZZ	ZZZZZZZZ

4. ERROR: ON LUN=XXXXXX
   VSAM ERROR RETURN CODE=XXXXXX
   ACTION CODE=XXX

KEYS (IN HEX)=ZZZZZZZZ, ZZZZZZZZ
RECORD TYPE=XXX
SPARE VARIABLE X=XXXXXX
CALL REQUEST/RETAIN BRANCH

5. SYSTEM ERROR : INVALID XXXXX IN XXXX
: ILLEGAL XXXXXX
: OCCURRED IN XXX WHEN CALLING XXXX
: IN XXXXXX WHEN RUNNING XXXXX
: RETURNED BY XXXX
: ERROR IN XXXX
: XXXX NOT FOUND
: RECORD DESCRIPTOR HAS XXXXXXX RETURN CODE IS XX
: PLEASE CALL REQUEST/RETAIN BRANCH
6. ERROR : READING XXXXX
: INVALID XXXX INDICATOR IN SUBROUTINE XX
: XXX NOT FOUND ON XXXX FILE
: XXXXX ERROR-SUBROUTINE XXXXXX
: SIOXX-FOR KEY XXXXXX AND ACTION XXXX NUMREC=XXXXXXXX
: ILLEGAL XXXX PASSED TO XXXXXX
: BAD XXXX IN XXXXXX
: IN XXXXX - XXXXXX
: CANNOT FIND XXXX ON XXXXXX
7. FATAL ERROR - XXXXXX
8. SIOXX ERROR: XXXXXX
9. INVALID XXXXX IN SIOXX
10. INVALID VALUE FOR XXXXX IN XXXXXX
11. BAD RETURN FROM XXXX IN XXXXXX
12. PROBLEM WITH XXXX XXXX RECORD
VALIDATING XXXXXX IN XXXXXX
READING XXXXXXX
IN XXXXXX
13. UNABLE TO GET DATA FROM XXXXXX
VALIDATE XXXX - XXXXXX
DECODE XX TYPE XXXXXX
14. VSAM ERROR=XXXX ON LUN XXX
15. VMCF ERROR=XXXXXX FOR LUN XXX
16. NO SINK AVAILABLE FOR LUN XXX
17. KEY/RECORD DISAGREE, KEY=XXXXXX RECORD: XXXXX
18. FACTOR XXXXXX NOT IN DATA DICTIONARY (XXXX)
19. LOGIC ERROR: XXXXXX XXXXX
20. XXXXX IS OUT OF RANGE XXXX IS AN INVALID XXXXX FOR COMPONENT (XXXX)
21. THIS OPTION NOT AVAILABLE AT THIS TIME
ACTION IS XXXX
22. NO XXXXXX FOUND IN XXXXX
23. XXXXXX RECEIVED BY XXXX IS INCORRECT
24. $CTS ERROR IN XXXX ROUTINE

29–9. Operation Errors.

The following list contains possible operation errors and the corrective action to be taken for each.

Table 29–9A
Operation Error Messages

MESSAGE: INVALID MESSAGE CODE
ACTION: Verify and enter a valid message code.

MESSAGE: LINE___DOES NOT EXIST
ACTION: The user entered the wrong line number. Verify and re-enter the correct line number.

MESSAGE: MESSAGE HAS REACHED MAXIMUM SIZE-

Table 29–9A
Operation Error Messages—Continued

NO MORE LINES CAN BE ADDED
ACTION: Messages are limited to 200 lines. The user must either delete some of the message, or rewrite it so that it is within the prescribed limits.

MESSAGE: TO ADD TO THE END OF A MESSAGE YOU MUST ENTER LINE NUMBER XXX
ACTION: The user has entered a line number greater than the last line number of the existing message. Enter the specified line number.

Chapter 30
MUSARC PROGRAM

Section I
PROGRAM SUMMARY

30–1. Purpose.
The MUSARC program reports and/or updates MUSARC names and the CONUS Army Command to which the MUSARC is attached. To obtain this information, the MUSARC program reads the ACCAR (Army Reserve accession) file and subsequently reports either the MUSARC name or its code number depending on the user's input.

30–2. Applicability.
The MUSARC program is accessed by the following user groups:

a. FORSCOM/CONUSAs
b. KEYSTONE Branch
c. Accession Management Branch
d. USAREC

30–3. Options.
MUSARC provides the user with the following options within the report structure. If the user knows a MUSARC name (example 128 TRAN), by entering C in response to the prompt, LIST CODE (C) OR NAME (N) OR EXIT (E), then entering the MUSARC name, the MUSARC program will display the MUSARC code and CONUSA command to which the entered MUSARC is attached. If the user knows one or more MUSARC codes (example 12, 13, 14), enters N in response to the prompt above, then enters the range of codes, the MUSARC program will display the MUSARC names corresponding to the codes and the CONUSA Command to which each MUSARC is attached.

Section II
INPUT REQUIREMENTS

30–4. Data Items.
MUSARC requires the user to enter the items described below in table 30–1.

Table 30–1
MUSARC input data items

Field Name	Field Label	Valid Values
MUSARC name	MUSARC NAME	Eight characters, including spaces.
MUSARC code	CODE	One or two digit numerical code.
CONUSA Command code	ARMY	Integers 01-09 are legitimate values.

30–4A. (Not used.)
(Paragraph not used.)

Section III
PROGRAM OPERATION

30–5. Initiation Procedures.

After completing the sign-on procedures described in Appendix B, the system prints the following message:

ENTER PROGRAM NAME, “LIST” OR “OFF”

The user enters MUSARC and depresses the carriage return key. The program is now ready to communicate with the user.

Depending upon the access level, the user will see one of the following prompts.

Table 30–5A
Program Operation

MUSARC: REPORT (R) OR END (E)
or
REPORT (R), UPDATE (U), OR END (E)
USER:
1. Enter R for the report function and see paragraph 30-6 for the procedures.
2. Enter U for the update function and see paragraph 30–7 for the procedures.
3. Enter E to terminate the MUSARC program.
4. Depress the carriage return key.

30–6. Report Procedures.

Follow the procedures described below to obtain a copy of the MUSARC report. See figures 30-1 and 30-2 for samples.

Table 30–6A
Report procedures

RMSBCT: LIST CODE(C) WILL GIVE THE CODE FOR AN ENTERED MUSARC NAME(N) WILL REPORT MUSARC NAMES FOR A RANGE OF CODES LIST CODE(C) OR NAME(N) OR EXIT(E)
USER:
1. Enter C to report codes for a user-specified MUSARC name, and see the next prompt.
2. Enter N to report MUSARC names for a specified range of codes, and skip the next prompt.
3. Enter E to return to the beginning of the program.
4. Depress the carriage return key.

RMSBCT: If the user enters C above, the program prompts:
ENTER MUSARC NAME (8 CHARACTERS) OR EXIT(E):
USER:
1. Enter the MUSARC name for which codes are to be reported, or enter E to return to the beginning of the program.
2. Depress the carriage return key.

RMSBCT: If the user enters N above, the program prompts:
ENTER “NOMO” TO EXIT
START CODE / END CODE
USER:
1. Enter the start and end codes of the desired range for which MUSARC names are to be reported.
2. Enter NOMO as the start code when all desired MUSARC names have been reported.
3. Depress the carriage return key.

RMSBCT: Prints the report as specified by the user, and prints the following prompt:
LIST CODE(C) OR NAME(N) OR EXIT(E):
USER:
1. Select and enter the next desired report option, or enter E to return to the beginning of the program.
2. Depress the carriage return key.

```
REPORT(R), UPDATE(U), OR END(E)   R
LIST CODE(C) WILL GIVE THE CODE FOR AN ENTERED MUSARC
NAME(N) WILL REPORT MUSARC NAMES FOR A RANGE OF CODES.
LIST CODE(C) OR NAME(N) OR EXIT(E)  N
ENTER "NOMO" TO EXIT
START CODE / END CODE
     1          12
CODE:     1   9 BOXX     ARMY:     1
CODE:     2  76 DIV      ARMY:     1
CODE:     3  77 ARCOM    ARMY:     1
CODE:     4  78 DIV      ARMY:     1
CODE:     5  79 ARCOM    ARMY:     1
CODE:     6  80 DIV      ARMY:     1
CODE:     7  81 ARCOM    ARMY:     1
CODE:     8  87 MANUV    ARMY:     1
CODE:     9  94 ARCOM    ARMY:     1
CODE:    10  97 ARCOM    ARMY:     1
CODE:    11  98 DIV      ARMY:     1
CODE:    12  99 ARCOM    ARMY:     1
START CODE / END CODE
NOMO
LIST CODE(C) OR NAME(N) OR EXIT(E)   E
REPROT(R), UPDATE(U), OR END(E)  E
```

Figure 30–1. MUSARC report for code input

```
REPORT(R), UPDATE(U), OR END(E)  R
LIST CODE(C) WILL GIVE THE CODE FOR AN ENTERED MUSARC
NAME(N) WILL REPORT MUSARC NAMES FOR A RANGE OF CODES.
LIST CODE(C) OR NAME(N) OR EXIT(E)  C
ENTER MUSARC NAME (8 CHARACTERS) OR EXIT(E):   8 MED BD
8 MED BD CODE  1 ARMY:  1
ENTER MUSARC NAME (8 CHARACTERS) OR EXIT(E):   99 ARCOM
99 ARCOM CODE:  12 ARMY:  1
ENTER MUSARC NAME (8 CHARACTERS) OR EXIT(E):   80 DIV
80 DIV CODE:  6 ARMY:  1
ENTER MUSARC NAME (8 CHARACTERS) OR EXIT(E):   E
LIST CODE(C) OR NAME(N) OR EXIT(E)   E
REPORT(R), UPDATE(U), OR END(E)   E
```

Figure 30–2. MUSARC report for name input

30–7. Update Procedures.

Follow the procedures below to update MUSARC codes, names, and Army Command numbers. See figure 30–3 for a sample.

Table 30–7
Update procedures

MUSARC: ENTER "7" FOR OVERSEAS
ADD(A), CHANGE(C), DELETE(D), OR EXIT(E)
USER:
1. Enter A to add a new MUSARC record to the file, and see a. below for the procedures.
2. Enter C to change a MUSARC name and/or Army Command number, and see b. below for the procedures.

Table 30–7
Update procedures—Continued

3. Enter D to delete a MUSARC name and code number, and see c. below for the procedures.
4. Enter E to return to the beginning of the program.
5. Depress the carriage return key.

a. Add procedures. Follow the procedures below to add a MUSARC code number, name, and Army Command number to the record.

Table 30–7A
Add procedures

MUSARC: ENTER "NOMO"AFTER ENTERING ALL MUSARCS
CODE/ NAME / ARMY
USER:
1. Enter the code number, MUSARC name, and Army Command number directly under the corresponding data item title.
2. Depress the carriage return key.

MUSARC: Repeats the preceding prompt until the user enters NOMO and depresses the carriage return key. MUSARC then returns to the beginning of the update procedures.
USER: N/A

b. Change procedures. Follow the procedures below to change a MUSARC name and/or Army Command number.

Table 30–7B
Change procedures

MUSARC: ENTER "NOMO"AFTER ALL MUSARCS HAVE BEEN CHANGED ENTER CODE
USER:
1. Enter the code number of the MUSARC record to be changed.
2. Depress the carriage return key.

MUSARC: ENTER NEW NAME OR CARRIAGE RETURN FOR NO CHANGE
USER:
1. Enter the new MUSARC name (8 characters or less), or depress the carriage return key without making an entry if name change is not required.
2. Depress the carriage return key.

MUSARC: ENTER NEW ARMY OR CARRIAGE RETURN FOR NO CHANGE
USER:
1. Enter the new Army Command number, or depress the carriage return key without making an entry if a number change is not required.
2. Depress the carriage return key.

MUSARC: ENTER CODE
USER:
1. Enter another code number to make additional changes, or enter NOMO to return to the beginning of the update procedures.
2. Depress the carriage return key.

c. Delete procedures. Follow the procedures below to delete a MUSARC record from the file.

Table 30–7C
Delete procedures

RMSBCT: ENTER "NOMO"AFTER ALL MUSARCS HAVE BEEN DELETED
CODE / NAME
USER:
1. Enter the code number and MUSARC name of the record to be deleted.

2. Depress the carriage return key.

RMSBCT: Repeats the preceding prompt until the user enters NOMO and depresses the carriage return key. MUSARC then returns to the beginning of the update procedures.
USER: N/A

```
REPORT(R), UPDATE(U), OR END(E)
U
ENTER "7" FOR OVERSEAS
ADD(A), CHANGE(C), DELETE(D), OR EXIT(E)  A
ENTER "NOMO" AFTER ENTERING ALL MUSARCS
CODE/ NAME      /ARMY
69    75 PAPA     1
CODE/ NAME      /ARMY
70    3 OP        5
CODE/ NAME      /ARMY
71    ISAY        5
CODE/ NAME      /ARMY
72    3 JUGZ      6
CODE/ NAME      /ARMY
NOMO
ADD(A), CHANGE(C), DELETE(D), OR EXIT(E)  C
ENTER CODE:  69
69   75 PAPA   ARMY:  1
ENTER NEW NAME OR CARRIAGE RETURN FOR NO CHANGE
98 MAMA
ENTER NEW ARMY OR CARRIAGE RETURN FOR NO CHANGE
5
ENTER CODE:  70
70   3 MOP   ARMY:  5
ENTER NEW NAME OR CARRIAGE RETURN FOR NO CHANGE
4 MOPS
ENTER NEW ARMY OR CARRIAGE RETURN FOR NO CHANGE
6
ENTER CODE:  NOMO
ADD(A), CHANGE(C), DELETE(D), OR EXIT(E)  D
ENTER "NOMO" AFTER ALL MUSARCS HAVE BEEN DELETED
CODE/ NAME
72    3 JUGZ
CODE/ NAME
71    ISAY
CODE/ NAME
70    4 MOPS
CODE/ NAME
68    1X CORP
CODE/ NAME
NOMO
ADD(A), CHANGE(C), DELETE(D), OR EXIT(E)  E
```

Figure 30–3. MUSARC update procedures

Section IV
OUTPUT DESCRIPTION

30–8. Output.

a. MUSARC provides two reports. For a user-specified range of MUSARC code numbers, the report lists the MUSARC name(s) and the Army Command number(s) associated with the code number(s). For a user specified MUSARC name, the report prints the code number and the Army Command number with the name.

b. The reports enable the user to monitor any modification made to MUSARC names, code numbers, and associated Army Command numbers. The user is able to determine if any additions, deletions, or changes to MUSARCs are required. If the user makes changes, additions, or deletions, the user may also use the report structure in order to verify these modifications.

30–8A. (Not used.)

(Paragraph not used.)

Section V
ERROR MESSAGES AND CORRECTION PROCEDURES

30–9. System Errors.

The following is a representative list of possible system errors. If any such error messages appear, call the KEYSTONE Branch immediately.

1. Any message which contains one of the following phrases:
   XXXX FILE NOT INCREMENTED
   XXXX FILE NOT DECREMENTED
   XXXX FILE NOT UPDATED
2. Any message which contains one of the following phrases:
   COUNTERS WOULD BECOME NEGATIVE
   UNSUCCESSFUL UPDATE OF XXXXX
   RESERVATIONS WOULD BECOME NEGATIVE
3. **** TRACE BACK ****

ENTRY POINT	ENTRY ADDRESS	RETURN ADDRESS
XXXXXXXX	ZZZZZZZZ	ZZZZZZZZ

4. ERROR: ON LUN=XXXXXX
   VSAM ERROR RETURN CODE=XXXXXX
   ACTION CODE=XXX
   KEYS (IN HEX)=ZZZZZZZZ, ZZZZZZZZ
   RECORD TYPE=XXX
   SPARE VARIABLE X=XXXXXX
   CALL KEYSTONE BRANCH
5. SYSTEM ERROR: INVALID XXXXX IN XXXX
   :ILLEGAL XXXXXX
   : OCCURRED IN XXX WHEN CALLING XXXX
   : IN XXXXXX WHEN RUNNING XXXXX
   : RETURNED BY XXXX
   : ERROR IN XXXX
   : XXXX NOT FOUND
   : RECORD DESCRIPTOR HAS XXXXXXX RETURN CODE IS XX
   : PLEASE CALL KEYSTONE BRANCH
6. ERROR: READING XXXXX
   : INVALID XXXX INDICATOR IN SUBROUTINE XX
   : XXX NOT FOUND ON XXXX FILE
   : XXXXX ERROR-SUBROUTINE XXXXXX
   : SIOXX-FOR KEY XXXXXX AND ACTION XXXX NUMREC=XXXXXXXX
   : ILLEGAL XXXX PASSED TO XXXXXX
   : BAD XXXX IN XXXXXX
   : IN XXXXX - XXXXXX
   : CANNOT FIND XXXX ON XXXXXX

7. FATAL ERROR - XXXXXX
8. SIOXX ERROR: XXXXXX
9. INVALID XXXXX IN SIOXX
10. INVALID VALUE FOR XXXXX IN XXXXXX
11. BAD RETURN FROM XXXX IN XXXXXX
12. PROBLEM WITH XXXX XXXX RECORD
    VALIDATING XXXXXX IN XXXXXX
    READING XXXXXXX
    IN XXXXXX
13. UNABLE TO GET DATA FROM XXXXXX
    VALIDATE XXXX - XXXXXX
    DECODE XX TYPE XXXXXX
14. VSAM ERROR=XXXX ON LUN XXX
15. VMCF ERROR=XXXXXX FOR LUN XXX
16. NO SINK AVAILABLE FOR LUN XXX
17. KEY/RECORD DISAGREE, KEY=XXXXXX RECORD: XXXXX
18. FACTOR XXXXXX NOT IN DATA DICTIONARY (XXXX)
19. LOGIC ERROR: XXXXXX XXXXX
20. XXXXX IS OUT OF RANGE XXXX IS AN INVALID XXXXX FOR COMPONENT (XXXX)
21. THIS OPTION NOT AVAILABLE AT THIS TIME
    ACTION IS XXXX
22. NO XXXXXX FOUND IN XXXXX
23. XXXXXX RECEIVED BY XXXX IS INCORRECT
24. $CTS ERROR IN XXXX ROUTINE

30–10. Operation Errors.

The following list contains possible operation error messages and the corrective action to be taken for each.

Table 30–10A
Operation Error Messages

MESSAGE:
1. NO MORE MUSARCS MAY BE ADDED TO THIS CONUSA CALL SAC
2. CANNOT CHANGE ARMY-CONUSA FULL-CALL SAC

ACTION: These are information messages, no corrective action can be taken by the user. Call KEYSTONE Branch.

MESSAGE: MUSARC NAME NOT FOUND
ACTION: The MUSARC name entered by the user is incorrect. Re-enter a valid MUSARC name of eight characters or less.

MESSAGE: ERROR IN CHANGE OF MUSARC - MUSARC NOT FOUND IN CONUSA
ACTION: The code number entered by the user is invalid. There is no MUSARC associated with the entered code number. Re-enter a valid code number.

MESSAGE: ERROR IN DELETE OF MUSARC - MUSARC NOT FOUND IN CONUSA
ACTION: The user has entered an invalid code number and/or an invalid MUSARC name. Re-enter a valid code number and a valid MUSARC name.

MESSAGE: MUSARC NOT ON FILE - CANNOT DELETE
ACTION: The user has entered an invalid code number and/or an invalid MUSARC name. Re-enter a valid code number and a valid MUSARC name.

MESSAGE: INVALID CODE
ACTION: The MUSARC code number entered by the user is invalid. Re-enter a valid code number.

MESSAGE: INVALID ARMY
ACTION: The Army Command number entered by the user is invalid. Re-enter a valid Army Command number.

Chapter 31
PASSPORT PROGRAM

Section I
PROGRAM SUMMARY

31–1. Purpose.
The PASSPORT program enables the user to generate a new password for the user identification number he is currently using.

31–2. Applicability.
The PASSPORT program is accessed by the following user groups:

a. KEYSTONE Branch
b. DRCs/MEPS
c. USAREC
d. TRADOC
e. FORSCOM/CONUSAs
f. RRCs
g. OCAR
h. Accession Management Branch

Section II
INPUT REQUIREMENTS

31–3. Data Items.
PASSPORT requires the user to enter a new password which takes the place of the current logon ID password.

31–3A. (Not used.)
(Paragraph not used.)

Section III
PROGRAM OPERATION

31–4. Initiation Procedures.
After completing the sign-on procedures described in Appendix B, the user enters PASSPORT and depresses the carriage return key. If the current password's span of existence does not equal or exceed the minimum time limit to change the password, the program will end. Otherwise, the program is now ready to communicate with the user.

31–5. Procedures.
Follow the procedure described below to substitute a new password for an existing one.

Table 31–5A
Procedures to substitute a new password for an existing one

PASSPORT:
YOUR PASSWORD IS OVER
XXX MONTHS OLD,
PLEASE CHANGE IT.
If the user's password's tenure equals or exceeds the maximum time limit for changing a password, PASSPORT will go to the next prompt. Otherwise, PASSPORT will skip the next prompt.

PASSPORT: ENTER NEW PASSWORD
USER:
1. Enter a new password of up to eight characters, and at least six characters. The password must be different from the current password and the four previous passwords. Skip the next prompt.
2. Depress the carriage return key.

PASSPORT: ENTER NEW PASSWORD OR END
USER:
1. Enter a new password up to eight characters long. The password must be other than the present one of the last four used, or the program

Table 31–5A
Procedures to substitute a new password for an existing one—Continued

will reject it.
2. Enter END to terminate the program.
3. Depress the carriage return key.

PASSPORT: If the new password is valid, the program updates the password file and directory and terminates.
USER: N/A

Section IV
OUTPUT DESCRIPTION

31–6. Output.
PASSPORT provides no output.

31–6A. (Not used.)
(Paragraph not used.)

Section V
ERROR MESSAGES AND CORRECTION PROCEDURES

31–7. System Errors.
The following is a representative list of possible system errors. If any such error messages appear, call the KEYSTONE Branch immediately.

1. Any message which contains one of the following phrases:
   XXXX FILE NOT INCREMENTED
   XXXX FILE NOT DECREMENTED
   XXXX FILE NOT UPDATED
2. Any message which contains one of the following phrases:
   COUNTERS WOULD BECOME NEGATIVE
   UNSUCCESSFUL UPDATE OF XXXXX
   RESERVATIONS WOULD BECOME NEGATIVE
3. **** TRACE BACK ****
   ENTRY POINT ENTRY ADDRESS RETURN ADDRESS
   XXXXXXXX ZZZZZZZZ ZZZZZZZZ
4. ERROR: ON LUN=XXXXXX
   VSAM ERROR RETURN CODE=XXXXXX
   ACTION CODE=XXX
   KEYS (IN HEX)=ZZZZZZZZ, ZZZZZZZZ
   RECORD TYPE=XXX
   SPARE VARIABLE X=XXXXXX
   CALL REQUEST/RETAIN BRANCH
5. SYSTEM ERROR : INVALID XXXXX IN XXXX
   : ILLEGAL CCCCCC
   : OCCURRED IN XXX WHEN CALLING XXXX
   : IN XXXXXX WHEN RUNNING XXXXX
   : RETURNED BY XXXX
   :ERROR IN XXXX
   : XXXX NOT FOUND
   : RECORD DESCRIPTOR HAS XXXXXXX RETURN CODE IS XX
   : PLEASE CALL REQUEST/RETAIN BRANCH
6. ERROR: READING XXXXX
   : INVALID XXXX INDICATOR IN SUBROUTINE XX
   : XXX NOT FOUND ON XXXX FILE
   : XXXXX ERROR-SUBROUTINE XXXXXX
   : SIOXX-FOR KEY XXXXXX AND ACTION XXXX NUMREC=XXXXXXXX
   : ILLEGAL XXXX PASSED TO XXXXXX
   : BAD XXXX IN XXXXXX

: IN XXXXX - XXXXXX
: CANNOT FIND XXXX ON XXXXXX

7. FATAL ERROR - XXXXXX
8. SIOXX ERROR: XXXXXX
9. INVALID XXXXX IN SIOXX
10. INVALID VALUE FOR XXXXX IN XXXXXX
11. BAD RETURN FROM XXXX IN XXXXXX
12. PROBLEM WITH XXXX XXXX RECORD
    VALIDATING XXXXXX IN XXXXXX
    READING XXXXXXX
    IN XXXXXX
13. UNABLE TO GET DATA FROM XXXXXX
    VALIDATE XXXX - XXXXXX
    DECODE XX TYPE XXXXXX
14. VSAM ERROR=XXXX ON LUN XXX
15. VMCF ERROR=XXXXXX FOR LUN XXX
16. NO SINK AVAILABLE FOR LUN XXX

31–8. Operation Errors.

The following list contains possible operation error messages and the corrective action to be taken for each.

Table 31–8A
Operation Error Messages

MESSAGE: INPUT IS MORE THAN 8 CHARACTERS. NO CHANGES MADE. **ACTION:** Maximum length for passwords is 8 characters. Re-enter a new password that is 8 characters or less in length.
MESSAGE: INVALID CHARACTERS IN INPUT, NO CHANGES MADE **ACTION:** Re-enter input, using valid characters.
MESSAGE: COULD NOT UPDATE NEW PASSWORD, PLEASE TRY AGAIN. **ACTION:** Different reasons beyond the user's control, could prevent the updating of a new password. Try re-entering the password.
MESSAGE: YOU ARE IN VIOLATION OF SYSTEM SECURITY PROCEDURES. **ACTION:** The user has duplicated in the new password one of the five previous passwords. PASSPORT will repeat the prompt. Enter a new password.
MESSAGE: THE ENTERED PASSWORD IS INVALID **ACTION:** The user attempted to end PASSPORT without entering a new password. PASSPORT will repeat the prompt. Enter a new password.
MESSAGE: INPUT IS LESS THAN 6 CHARACTERS. NO CHANGES MADE. **ACTION:** The user has entered an unacceptable new password. PASSPORT will repeat the prompt. Enter a new password of from six to eight characters.

Chapter 32
QUALS PROGRAM

Section I
PROGRAM SUMMARY

32–1. Purpose.

The QUALS program enables users to report and update a variety of information contained on the REQUEST Qualifications file. Users can generate up to 18 different reports and can choose from 18 processing criteria to update. Paragraph 32-5 provides an explanation of the processing criteria reported and updated by the QUALS program.

32–2. Applicability.

The QUALS program is accessed by the following user groups:

a. OCAR/FORSCOM
b. KEYSTONE Branch

c. Accession Management Branch
d. USAREC
e. ARCOM
f. Recruiting Battalions/MEPS
g. Reception Stations
h. TRADOC
i. RCPAC
j. Recruiting Brigades

32–3. Functions.

QUALS has three functions. The program enables users to report and update information relating to MOS qualifications. Table 32-1 contains brief descriptions of the QUALS report and update types. In addition, the Instructions function enables users to generate information on valid entries for the program.

a. Report allows users to generate up to 18 different report types.

b. Update allows users to add, change, or delete 18 different update types.

c. Instructions allows users to generate lists of valid entries for the QUALS program. Instructions prints a list of the valid report and update types, the valid logical relationships, the valid factor abbreviations, and the valid abbreviations for changing the MOS description record.

Table 32–1
QUALS report and update types

Abbreviation	Title	Description
ALR	AIT Location	Reports the AIT locations for specified MQSs.
ALU	AIT Location	Updates the AIT locations for specified MOSs.
AMO	Add One MOS	Adds MOSs and their descriptions to the Qualificacions file.
AMR	All Records for One MOS	Reports the reccrds for specified components, years and MQSs.
ATO	Automatic Fine Tuning Update	Updates fine tuning percentages for specified fiscal years.
CMR	CMF-MOSAssociations	Reports the MOSs in a specified Career Managenent Field (CMF).
CMU	CMF-MOS Associations	Updates the MQSs in a CMF.
DES	MQS Description	Updates the fixed portion reccrd for a specified MOS.
DMO	Delete One MOS	Deletes MOSs from the Qualifications file.
FTR	Fine Tuning Percentages	Reports the fine tuning percentages for specified MOSs and fiscal years.
FTU	Fine Tuning Percentages	Updates fine tuning percentages for specified MQSs and fiscal years.
MPR	MOS Priority	Reports the MOSs in a priority ranking.
MQR	Minimum Qualifications	Reports the minimum qualifications for specified MOSs.
MQU	MinimumQualifications	Updates the minimum qualifications for specificed MOSs.
FRQ	MOS Prerequisite Course Length	Reports prerequisite MOSs and prerequisite course lengths for specified MOSs.
QLR	MOS Qualifications	Reports the course lengths and qualifications for specified HOSs.
RAT	No Show and Attrition Rates	Reports the percentage of individuals expected not to appear for AIT and the percentage of individuals expected to fail AIT for specified MOSs.
REU	MOS Title and Remarks	Updates the title and additional remarks for specified MOSs.

Table 32–1
QUALS report and update types—Continued

Abbreviation	Title	Description
RFT	Replicate Fine Tuning	Duplicates fine tuning percentages from a specified MOS and fiscal year for other specified MOSs and fiscal years.
RTD	Replicate Time Dependent	Duplicates a time dependent factor from a specified HOS for other specified MOSs.
RUR	Report of User Records	Reports valid user IDs and the processing capabilities associated with these IDs.
RUU	Update User Record	Updates valid user IDs and the processing capabilities associated with those IDs.
SCR	Skill Cluster/MQS Associations	Reports MOSs in a specified skill cluster.
SCU	Skill Cluster/MQS Associations	Reports MOSs in a specified skill cluster.
SER	Seasonality	Reports the seasonality weights for specified reception station dates, by which minimum qualifications are multiplied to adjust seasonal recruit entry levels.
SEU	Seasonality	Updates the seasonality weights by which seasonal recruit entry levels are adjusted.
SMR	Staff Member ED-MOS Associations	Reports the MOSs in a specified staff ID.
SMU	Staff Member ID-Associations	Updates the MOSs in a specified staff ID.
SWR	Search Window	Reports the number of weeks in the future a recruit may search for an AIT reservation based on the recruit's qualifications.
SWU	Search Window	Updates the search window for specified factors.
TDR	Time Dependent	Reports time dependent factors for MOSs.
TDU	Time Dependent	Updates time dependent factors for MOSs.
WLR	Wait List Minimum Qualifications	Reports the minimum qualificatons which must be met in order for an applicant to be offered Wait List status for specified MOSs.
WLU	Wait List Minimum Qualifications	Updates the minimum qualifications which must be met in order for an applicant to be offered Wait List status for specified MOSs.
XQR	MOS Description and Mandatory Qualifications	Reports the description and mandatory qualifications for specified MOSs.
YPR	Yearly Percentages	Reports yearly enlistment goals and enlistment percentages for specified fiscal years.

32–4. Options.

QUALS provides the user with the following options under the Update mode: Add, Change, Delete, OK and Display.

a. Add enables users to enter new information on the Qualifications file.

b. Change allows users to modify existing information.

c. Delete enables users to erase information from the file.

d. OK allows users to implement the changes made to the system. If OK is not entered when prompted for, the changes made during that update session will be erased and the information will appear as it was previously.

e. Display allows users to view the information modified during the Update mode.

32–5. Processing criteria

QUALS provides the user with the opportunity to process information residing on the Qualifications file. The criteria the user may report or update include the following:

a. Priority ranking. Priority ranking determines the Army's need to fill reservations for an MOS. MOSs with a rank of 1 possess the most urgent need to be filled; MOSs with a rank of 5 have the least urgent need to be filled.

b. Fine tuning. Fine tuning percentages determine the maximum percentage of individuals of a certain enlistment type eligible for an MOS in a specified fiscal year. For example, a fine tuning percentage of 25% for non-prior service (NPS) males signifies that up to 25% of all individuals in that MOS can be NPS males.

c. Minimum and mandatory qualifications. Minimum qualifications and mandatory qualifications are the same thing. An individual must possess the specified minimum/mandatory qualifications in order to be eligible for an MOS.

d. Time dependency and seasonality. Time dependent factors enable the Army to adjust seasonal recruit entry levels to account for surpluses or shortfalls. Time dependent factors are those factors specified as criteria for seasonality. Seasonality multipliers are weights attached to the time dependent factors. The values for the time dependent factors are multiplied by the seasonality weights to adjust the recruit's qualifications to meet the Army's needs. For example, during the summer, the entry level for recruits is very high. Therefore, the Army usually has a surplus of recruits. To level off the number of recruits eligible for an MOS, the Army multiplies the recruit's time dependent factor values by the seasonality weights. Only those recruits whose qualifications still meet the required minimum after the weights have been attached will be eligible for the MOS. This ensures that recruits with higher scores will be placed in desired MOSs.

e. Skill cluster. A skill cluster is a group of MOSs aggregated by skill similarities.

f. Staff ID. A staff ID is an aggregation of MOSs for which an Army individual is responsible.

g. Search window. The search window is the number of weeks in the future a recruit can reserve an AIT class space. Individuals with higher qualifications will be able to hate a choice of more AIT classes by having a larger search window.

h. Additional remarks. Additional remarks can help describe the MOS or can detail additional requirements individuals need for the MOS. Additional remarks are optional.

i. Linked factors. Linked factors are factors which have inter-dependent values. For example, years of education and the education code can be linked. If the education code is for a high school graduate, then the value for years of education must be consistent with the value for the education code.

j. Fixed and variable portions of an MOS record. The fixed portion of an MOS record includes such information as OSUT indicators, AIT course lengths, and component eligibility. Here, the same factors appear. For the variable portion, different factors may appear according to the user's specification. Information in this portion of the record includes minimum qualifications, fine tuning percentages, titles and remarks, and time dependent factors.

Section II
INPUT REQUIREMENTS

32–6. Data Items.

QUALS requires the user to enter the items described below in table 32-2.

Table 32–2
QUALS input data items

Field Name	Field Label	Valid Values
MOS code	MOS(4)	Enter the desired MOS code. (Note: the file may hold a maximum of 500 MOSs)
Start MOS	START MOS(4)	Enter the desired start MOS code in the range of MOSs to be reported or updated.
End MOS	END MOS(4)	Enter the desired end MOS code in the range of MOSs to be reported or updated.
Staff ID	STAFF ID	Enter the desired staff ID to be reported or updated.
Skill Cluster	SKILL CLUSTER(2)	Enter the desired skill cluster to be reported or updated.
Army Component	COMPONENT(2)	Enter the desired Army component. AA=Active Army AR=Army Reserve NG=National Guard.
Start reception station week	START RECSTA WEEK(2)	Enter the desired start week number, from 1 to 60, for the range of RECSTA weeks to be reported.
End reception	END RECSTA WEEK(2)	Enter the complete name of the end week number, from 1 to 60, for the range of RECSTA weeks to be reported or updated.

Table 32–2
QUALS input data items—Continued

Field Name	Field Label	Valid Values
Factor name	FACTOR NAME(32)	Enter the complete name of the desired factor to be reported or updated. The user can enter up to five factors for a component.
Fiscal year	FY(2)	Enter the desired fiscal year to be reported or updated.
Operator	OP(2)	Enter the desired operator to define the valid values for the factor. Eg=equal to NE=not equal to GT=greater than LT=less than GE=greater than or equal to LE=less than or equal to BE=between NB=not between (Note: the operator CL for cluster cannot be entered for the QUALS program.)
Factor value 1	FACTOR VALUE 1(16)	Enter the valid value for the factor.
Factor value 2	FACTOR VALUE 2(16)	Enter the second valid value for the factor. This is used for operators of BE and NB only. For any other operators, leave this value blank.
User ID	USER NUMBER (3)	Enter the desired three-digit user ID from 100 to 999.
Processing type	USER TYPE(1)	Enter the desired processing type associated with a user ID. R=report only U=update all factors L=limited report (the user can only generate the QLR report) F=specified factor update.
Priority ranking	PRIORITY(1)	Enter the priority to be reported. Valid values are from 1 to 5 (1 is high; 5 is low).
Seasonality multiplier	MULTIPLIER(5)	Enter the seasonality multiplier from .01 to 99.99 (the larger the multiplier, the higher the score).
Factor abbreviation	FACT ABB(8)	Enter the desired factor abbreviation for the MOS. The user can enter up to five factors for a component.
Male OSUT availability indicator	AVAIL MAL(1)	Enter Y if one station unit training (OSUT) is available to males, or enter N if OSUT is not available to males.
Female OSUT availability indicator	AVAIL FEM(1)	Enter Y if OSUT is available to females, or enter N if OSUT is not available to females.
Male OSUT indicator	OSUT MAL(1)	Enter Y if there is a class taught OSUT for males, or enter N if there is no class taught OSUT for males.
Female OSUT indicator	OSUT FEM(1)	Enter Y if there is a class taught OSUT for females, or enter N if there is no class taught OSUT for females.
Civilian Acquired Skill indicator	CAS(1)	Enter the desired GAS code. 0=No GAS. 1=GAS without AIT. 2=CAS with AIT. 3=CAS only (RMS).

Table 32–2
QUALS input data items—Continued

Field Name	Field Label	Valid Values
Bonus indicator	BN(Y)	Enter Y if bonuses are available for the MOS, or enter N if bonuses are not available.
Veterans Educational Assistance Program indicator	VP(1)	Enter Y if VEAP is available, or enter N if VEAP is not available.
Unit distribution percentage	UNT%(3)	Enter a percentage from 0 to 100 to represent the percentage of individuals in each unit that can be assigned to the MQS.
Attrition rate percentage	ATR%(3)	Enter a percentage from 0 to 100 to represent the expected attrition rate.
No show rate percentage	N-S%(3)	Enter a percentage from 0 to 100 to represent the expected no show rate.
AIT course length	AIT(5)	Enter the number of weeks and days for the AIT class length in WW/DD format.
OSUT course length	OSUT(5)	Enter the number of weeks and days for the OSUT class length in WW/DD format, if applicable.
Split Phase 1 course length	PH1(5)	Enter the number of weeks and days for Phase 1 training in WW/DD format, if applicable.
Split Phase 2 course length	PH1(5)	Enter the number of weeks and days for Phase 2 training in WW/DD format, if applicable.
Beginning date for OSUT male	OSUT-MAL(8)	Enter the date OSUT is to begin for males in DD/MM/YY format, if applicable.
Beginning date for OSUT female	OSUT-FEM(8)	Enter the date OSUT is to begin for females in DD/MM/YY format, if applicable.
Fine tuning percentages		Enter fine tuning percentages for each component and for each enlistment type within a component.
Condition	CONDITION(2)	Enter a valid condition for a time dependent factor. (Conditions are the same as operators.) EQ=equal to NE=not equal to GT=greater than GE=greater than or equal to LT=less than LE=less than or equal to BE=between NB=not between.
AIT location	LOCATION(10)	Enter up to 10 valid AIT locations.
Personnel Security Screening Detachment	PSD(l)	Enter Y if PSSD processing is required, or enter N if it is not required.
Availability indicator	AVAIL AA AR NG(1)	Enter a Y under each component for which the MOS is open, or enter N under each component that may not be assigned to the MOS.
Prerequisite indicator	PREQ M0S(1)	Enter Y if the WGS has any prerequisite MGSs, or enter N if the MOS has no prerequisite MQSs.
Prerequisite MOS	REQS PREQ(4)	Enter a prerequisite MOS if the prerequisite indicator is set to Y. An MGS can have a maximum of twc prerequisites. Leave blank if the indicator is set to N.
Time Dependent Record Number	#TD	Number of time dependent records for this MOS.

Table 32–2
QUALS input data items—Continued

Field Name	Field Label	Valid Values
Qualifying ASVAB#1	QASVAB#1	Qualifying Armed Services Vocational Aptitude Battery Test #1 1O-GT General Technical Test Score 11-GM General Maintenance Test Score 12-EL Electronics Test Score 13-Cl Clerical Test Score 14-MM Mechanical Maintenance 15-SC Surveillance and Ccemunications 16-CO Combat Test Score 17-FA Field Artillery 18-OF Operator and Food Test Score 19-ST Skilled Technical Test Score
Qualifying ASVAB#2	QASVAB#2	See QASVAB#1
Qualifying ASVAB#3	QASVAB#3	See QASVAB#1
Capacity Constrained Indicator	CAP	1 or 0 (Yes or No) The capacity is/is not constrained for the MOS.
Modernization Indicator	MOON	1 or 0 (Yes or No) The MOS is/is not modernized.
Technical MOS Indicator	HITEC	1 or 0 (Yes or No) The MOS is/is not a technical MOS.
Special Requirement Indicator	SPCL	1 or 0 (Yes or No)There is/is not a special requirement for this MOS.
Term of MOS	TRM	# of years Integer The length of a term in the MOS.
Top 20 Indicator	T20	1 or 0 (Yes or No) MOS requires/does not require an individual to score in the top 20%.
Second 20 Indicator	S20	1 or 0 (Yes or No) MOS requires/cioes not require an individual to score in the top 40%.
Bottom 40 Indicator	B40	1 or 0 (Yes or No) The MOS will/will not accept individuals scoring in the bottom 40%.
BAT Override Indicator	BATOVR	Basic Airborne Training Override Indicator.
MOS Strength Factor	MEPQUAL	Enter the number of pounds an applicant must be able to lift to qualify for a particular MOS. The value is a letter representing a specific weight range. E=Not Tested F=1-39 lbs. G=40-49 lbs. H=50-50 lbs. J=60-69 lbs. K=70-79 lbs. L=80-89 lbs. M=90-99 lbs. N=100-109 lbs. P=110-119 lbs. Q=120-129 lbs. R=130-139 1bs. S=140-149 lbs. T=150-159 lbs. U=160-169 lbs. V=170-179 lbs. W=180-189 lbs. X=190-199 lbs. Z=200+ lbs.

Table 32–2
QUALS input data items—Continued

Field Name	Field Label	Valid Values
Split 1 male OSUT indicator	SP1OM	Enter YES if this is a Split 1 OSUT for men. Enter NO if this is not Split 1 OSUT. Enter N/A if this is not available.
Split 1 female OSUT indicator	SP1OF	Enter YES if this is a Split 1 OSUT for women. Enter NO if this is not Split 1 QSUT. Enter N/A if this is not available.

32–6A. (Not used.)

(Paragraph not used.)

Section III
PROGRAM OPERATION

32–7. Initiation Procedures.

After completing the sign-on procedures described in Appendix B, the system prints the following message:

ENTER PROGRAM NAME, “LIST” OR “OFF”

The user enters QUALS and depresses the carriage return key. The program is now ready to communicate with the user.

32–8. Procedures.

Follow the procedures described below to execute the QUALS program. Figures 32–1 through 32–13 contain sample output for 13 of the QUALS report and update types.

Table 32–8A
Procedures to execute the QUALS program

QUALS: REPORT(R), UPDATE(U), INSTRUCTIONS FOR REPORT/ UPDATE(I) OR ’END’:
This prompt is hereafter referred to as the “Initial QUALS prompt”.
USER:
1. To generate QUALS reports, enter R. Refer to paragraph 32–8(a) for report procedures.
2. To update information on the Qualifications file, enter U. Refer to paragraph 32–8(b) for update procedures.
3. To obtain a list of the valid report and update types and the valid abbreviations, enter I. QUALS prints the instructions and repeats the above prompt.

a. QUALS Report mode procedures.

Table 32–8A
QUALS Report mode procedures

QUALS: ENTER REPORT TYPE DESIRED OR “END”:
USER:
1. To report minimum MOS qualifications, enter MQR. Refer to table 32–3 for procedures.
2. To report MOS priorities, enter MPR. Refer to paragraph 32–8(a).(1) for procedures.
3. To report time dependent factors for MOSs, enter TDR. Refer to table 32–4 for procedures.
4. To report no-show and attrition rates, enter RAT. Refer to table 32–3 for procedures.
5. To report fine tuning percentages, enter FTR. Refer to table 32–3 for procedures.
6. To report MOS descriptions, enter XQR. Refer to table 32–3 for procedures.
7. To report AIT locations, enter ALR. Refer to table 32–3 for procedures.
8. To report the seasonality weights, enter SER. Refer to paragraph 32–8(a).(2) for procedures.
9. To report the search window, enter SWR. Refer to paragraph 32–8(a).(3) for procedures.
10. To report all records for a component/year/MOS combination, enter AMR. Refer to paragraph 32–8(a).(4) for procedures.
11. To report MOS qualifications and course lengths, enter QLR. Refer to table 32–3 for procedures.
12. To report CMF-MOS associations, enter CMR. Refer to paragraph 32–8(a).(5) for procedures.
13. To report staff ID-MOS associations, enter SMR. Refer to paragraph 32–8(a).(5) for procedures.
14. To report yearly enlistment goals and percentages, enter YPR. Refer to table 32–-3 for procedures.
15. To report valid user IDs and associated processing capabilities, enter RUR. Refer to paragraph 32–8(a).(6) for procedures.

Table 32–8A
QUALS Report mode procedures—Continued

16. To report MOS prerequisites and course lengths, enter PRQ. Refer to table 32–3 for procedures.
17. To report skill cluster-MOS associations, enter SCR. Refer to paragraph 32–8(a).(5) for procedures.
18. To report minimum Wait List qualifications, enter WLR. Refer to paragraph 32–8(a).(7) for a discussion of KR report generation, and figure 32–1 for a sample report.
19. To return to the initial QUALS prompt, enter END.
20. Depress the carriage return key.

(1) *QUALS MPR report generation procedures.*

Table 32–8A(1)
QUALS MPR report generation procedures

QUALS: REPORT ALL PRIORITIES?... ANSWER “Y”, “N” OR “END”:
USER:
1. To report all priorities, enter Y. QUALS prints the report and repeats the above prompt.
2. To report only one priority, enter N and proceed to the next prompt.
3. To return to the initial QUALS prompt without further processing, enter END.
4. Depress the carriage return key.

QUALS: PRIORITY=?
USER: Enter the desired priority and depress the carriage return key. QUALS prints the report and repeats the initial MPR report prompt.

(2) *QUALS SER report generation procedures.*

Table 32–8A(2)
QUALS SER report generation procedures

QUALS: COMPONENT (AA) OR “END”:
USER:
1. To generate the seasonality report, enter AA for Active Army and proceed to the next prompt.
2. To return to the initial QUALS prompt without further processing, enter END.
3. Depress the carriage return key.

QUALS: START RECSTA WEEK#/END RECSTA WEEK#
USER: Enter the start and end RECSTA week numbers for the range of weeks to be reported and depress the carriage return key. QUALS prints the report and repeats the initial SER report prompt.

(3) *QUALS SWR report generation procedures.*

Table 32–8A(3)
QUALS SWR report generation procedures

QUALS: COMPONENT (AA) OR “END”/FACTOR NAME OR “ALL”.
USER:
1. To generate the report for one factor, enter AA and the desired factor name. QUALS prints the report and repeats the initial SWR report prompt.
2. To generate the report for all factors, enter AA and ALL. QUALS prints the report and repeats the initial SWR report prompt.
3. To return to the initial QUALS prompt without further processing, enter END.
4. Depress the carriage return key.

(4) *QUALS AMR report generation procedures.*

Table 32–8A(4)
QUALS AMR report generation procedures

QUALS: COMPONENT (AA, AR, NG) OR “END”/MOS/SEASONALITY (Y OR N)/FINE TUNING (Y OR N)
USER:
1. To generate the report, enter the desired component, fiscal year and MOS, and indicate whether seasonality and fine tuning percentages are to be included in the report. QUALS prints the report, and repeats the initial AMR report prompt.
2. To return to the initial QUALS prompt without further processing, enter END.
3. Depress the carriage return key.

(5) *QUALS CMR, SMR and SCR report generation procedures.*

Table 32–8A(5)
QUALS CMR, SMR and SCR report generation procedures
For the CMR report:

QUALS: ENTER CMF, “ALL”, OR “END”:
For the SMR report:

QUALS: ENTER STAFF ID, “ALL” OR “END”:
For the SCR report:

QUALS: ENTER SKILL CLUSTER, “ALL” OR “END”:
USER:
1. To generate the report for a specific CMF, staff ID or skill cluster, enter the desired information. QUALS repeats the initial CMR, SMR, or SCR report prompt.
2. To generate the report for all CMFs, staff IDs or skill clusters, enter ALL. QUALS repeats the initial QUALS prompt.
3. To return to the initial QUALS prompt without further processing, enter END.
4. Depress the carriage return key.

(6) *QUALS RUR report generation procedures.*

Table 32–8A(6)
QUALS RUR report generation procedures

QUALS: USER REPORT(R), ADD(A), CHANGE(C), DELETE(D), OR END(E)?
USER:
1. To generate the user report, enter R. QUALS repeats the initial RUR report prompt.
2. To update user IDS, refer to table 32-6 for procedures.
3. To return to the initial QUALS prompt without further processing, enter E.
4. Depress the carriage return key.

(7) *QUALS WLR report generation.*

Table 32–8A(7)
QUALS WLR report generation

QUALS: QUALS prints the report of minimum Wait List qualifications without further input by the user. After printing the report, QUALS returns to the initial QUALS prompt. Figure 32–1 illustrates the operation of the QUALS WLR Report mode.
USER: N/A

```
ENTER REPORT TYPE DESIRED OR "END":  WLR

    / FACTOR / OP / VALUE1          / VALUE 2          /
     ''''''
```

Table 32–3
QUALS MQR, RAT, FTR, XQR, ALR, QLR, YPR, and PRQ report generation procedures—Continued

PROMPT/MESSAGE	RESPONSE	NEXT PROMPT
	2. For all other reports, QUALS prints the report and returns to prompt 5.	5
7. ENTER MOS CODES BETWEEN THE SLASHES / / / / / /	Enter the desired MOSs between the slashes and depress the carriage return key.	8
8. MORE MOS CODES (Y OR N)?	1. If more MOS codes are desired, enter Y. 2. If no more MOS codes are desired, enter N. a. For the XQR report, QUALS 5 goes to prompt 13. b. For all other reports, QUALS prints the desired report and returns to prompt 5. 3. Depress the carriage return key.	7 13 5
9. START MOS/END MOS	Enter the desired range of MOSs and depress the carriage return key. 1. For the XQR and QLR reports, QUALS goes to prompt 13. 2. For all other reports, QUALS prints the desired report and returns to prompt 5.	 13 5
10. ENTER CMF:	Enter the desired CMF and depress the carriage return key. 1. For the XQR report, QUALS proceeds to prompt 13. 2. For all other reports, QUALS prints the desired report and returns to prompt 5.	 13 5
11. ENTER STAFF ID:	Enter the desired staff ID and depress the carriage return key. 1. For the XQR report, QUALS proceeds to prompt 13. 2. For all other reports, QUALS prints the desired report and returns to prompt 5.	 13 5
12. ENTER SKILL CLUSTER:	Enter the desired skill cluster and depress the carriage return key. 1. For the XQR report, QUALS proceeds to prompt 13. 2. For all other reports, QUALS prints the desired report and returns to prompt 5.	 13 5
13. PRINT FINE TUNING PERCENTAGES (Y OR N)?	1. If fine tuning percentages are desired, enter Y. a. If processing the XQR report, QUALS goes to prompt 5. b. If processing the QLR report, QUALS goes to prompt 4. 2. If fine tuning percentages are not desired, enter N. a. If processing the XQR report, QUALS goes to prompt 5. b. If processing the QLR report, QUALS goes to prompt 4. 3. Depress the carriage return key.	 5 4 5 4
14. IMMEDIATE DELIVERY(I) OR DELAYED DELIVERY(0)?	1. If an immediate run of the batch program is desired, enter Y. 2. If a delayed run of the batch program is desired, enter N. 3. Depress the carriage return key.	
15. REPORT(R), UPOATE(U), INSTRUCTIONS FOR REPORT/UPDATE(I) OR 'END':	Enter the desired function and depress the carriage return key.	

Table 32–4
QUALS TDR report generation procedures

PROMPT/MESSAGE	RESPONSE	NEXT PROMPT
1. COMPONENT (RA) OR "END"/ FACTOR OR "ALL"/ APPLY SEASONALITY? (Y OR N)	1. Enter all of the information specified in the prompt to generate the report of time dependent factors. a. To generate the report for one factor, enter the desired factor name. b. To generate the report for all factors, enter ALL. c. To apply seasonality to the factors, enter Y. d. If seasonality is not desired, enter N. 2. To return to prompt 11 with no further processing, enter END. 3. Depress the carriage return key.	2 11
2. ONE MOS(M), A LIST OF MOS CODES(L), A RANGE OF MOS CODES(R), ALL MOS CODES(A), ONE CMF (C), ONE STAFF ID(I), ONE SKILL CLUSTER(S), OR END(E)	1. To generate the report for one MOS, enter M. 2. To generate the report for a list of MOS, enter L. 3. To generate the report for a range of MOSs, enter R. 4. To generate the report for all MOSs, enter A. 5. To generate the report for a CMF, enter C. 6. To generate the report for a staff ID, enter I. 7. To generate the report for a skill cluster, enter S. 8. To return to prompt 1 without further processing, enter E. 9. Depress the carriage return key.	3 4 6 10 7 8 9 1
3. ENTER MOS:	Enter the desired MOS code and depress the carriage return key.	10
4. ENTER MOS CODES BETWEEN SLASHES / / / / / / / /	Enter the desired range of MOSs and depress the carriage return key.	5
5. MORE MOS CODES (Y OR N)?	1. If more MOSs are desired, enter Y. 2. If no more MOSs are desired, enter N. 3. Depress the carriage return key.	4 10
6. START MOS/END MOS	1. Enter the desired range of MOSs. 2. Depress the carriage return key.	10
7. ENTER CMF:	Enter the desired CMF and depress the carriage return key.	10
8. ENTER STAFF ID:	Enter the desired staff ID and depress the carriage return key.	10
9. ENTER SKILL CLUSTER:	Enter the desired skill cluster and depress the carriage return key.	10
10. GROUP INFORMATION(Y OR N)?	1. If group information is desired, enter Y. 2. If group information is not desired, enter N.	1 1
11. ENTER REPORT TYPE DESIRED OR "END":	Enter the desired option and depress the carriage return key.	

b. QUALS Update mode procedures.

Table 32–8B
QUALS Update mode procedures

RMSBCT: ENTER UPDATE TYPE DESIRED OR "END":
USER:

Table 32–8B
QUALS Update mode procedures—Continued

1. To update the seasonality weights record, enter SEU. Refer to paragraph 32–8(b).(2) for procedures, and figure 32–2 for a sample run.
2. To update fine tuning percentages automatically, enter ATO. Refer to paragraph 32–8(b).(1) for procedures, and figure 32–6 for a sample run.
3. To update CMF-MOS associations, enter CMJ. Refer to paragraph 32–8(b).(3) for procedures, and figure 32–3 for a sample run.
4. To update search windows for factors, enter SWU. Refer to table 32–5 for procedures, and figure 32–4 for a sample run.
5. To update user IDS, enter RUU. Refer to table 32–6 for procedures, and figure 32–5 for a sample run.
6. To replicate time dependent factors for an MOS, enter RTD. Refer to table 32–7 for procedures.
7. To replicate fine tuning percentages for an MOS, enter RFT. Refer to table 32–7 for procedures, and figure 32–7 for a sample run.
8. To add an MOS to the Qualifications file, enter AMO. Refer to table 32–8 for procedures, and figure 32–9 for a sample run.
9. To update fine tuning percentages, enter FTU. Refer to paragraph 32–8(b).(5) for procedures, and figure 32–8 for a sample run.
10. To update an MOS title and remarks, enter REU. Refer to table 32–8 for procedures.
11. To update time dependent factors for MOSs, enter TDU. Refer to paragraph 32–8(b).(6) for procedures, and figure 32–10 for a sample run.
12. To delete an MOS from the Qualifications file, enter DMO. Refer to paragraph 32–8(b).(4) for procedures, and figure 32–11 for a sample run.
13. To update an MOS description, enter DES. Refer to table 32–8 for procedures.
14. To update minimum qualifications, enter MQU. Refer to table 32–8 for procedures.
15. To update AIT locations, enter ALU. Refer to table 32–9 for procedures, and figure 32–12 for a sample run.
16. To update staff ID–MOS associations, enter SMU. Refer to paragraph 32–8(b).(3) for procedures.
17. To update skill cluster-MOS associations, enter SCU. Refer to paragraph 32–8(b).(3) for procedures.
18. To update minimum Wait List qualifications, enter WLU. Refer to table 32–10 for update procedures, and figure 32–13 for a sample run.
19. To return to the initial QUALS prompt, enter END.
20. Depress the carriage return key.

(1) *QUALS ATO update procedures.*

Table 32–8B(1)
QUALS ATO update procedures

QUALS: ENTER FISCAL YEAR:
USER: Enter the desired fiscal year to be updated and depress the carriage return key. QUALS automatically adjusts the fine tuning percentages and fiscal year goals by utilizing data from the Annual file. When the update is complete, QUALS returns to the initial QUALS prompt.

(2) *QUALS SEU update procedures.*

Table 32–8B(2)
QUALS SEU update procedures

QUALS: COMPONENT (AA) OR “END”:
USER:
1. To update seasonality multipliers, enter AA and proceed to the next prompt.
2. To return to the initial QUALS prompt without further processing, enter END.
3. Depress the carriage return key.

QUALS: START RECSTA WEEK #/END RECSTA WEEK #
USER:
1. Enter the start and end RECSTA week numbers for the range of weeks to be updated.
2. Depress the carriage return key.

QUALS: TO DELETE A MULTIPLIER, ENTER 1.00 UNDER DESIRED MULTIPLIER
WK XX WK XX WK XX WK XX
USER:
1. To change a multiplier, enter the new multiplier directly below the desired week number. If a multiplier is to remain the same, leave blank.
2. To delete a multiplier, enter 1 below the desired RECSTA week.
3. Depress the carriage return key.

QUALS: CHANGE(C), DISPLAY(D), OK(O) OR END(E)?

Table 32–8B(2)
QUALS SEU update procedures—Continued

USER:
1. To change the information, enter C. QUALS prompts for the changes and then repeats this prompt.
2. To display the information, enter D. QUALS repeats this prompt.
3. To implement the changes to the file, enter O. QUALS repeats the initial SEU update prompt.
4. To erase the changes made and to return to the initial SEU update prompt, enter E.
5. Depress the carriage return key.

(3) *QUALS CMU, SMU, and SCU update procedures.*

Table 32–8B(3)
QUALS CMU, SMU, and SCU update procedures

QUALS:
For CMU update:
ENTER CMU OR “END”:
For SMU update:
ENTER STAFF ID DR “END”:
For SCU update:
ENTER SKILL CLUSTER OR “END”:

USER:
1. To update, enter the desired CMF, staff ID, or skill cluster and return to the next prompt.
2. To proceed to the initial QUALS prompt without further processing, enter END.
3. Depress the carriage return key.

QUALS: ENTER MOS (OR “END”):
USER:
1. To update, enter the desired MOS codes to belong to that CMF, staff ID or skill cluster. QUALS continues to prompt for more MOSs.
2. When no more MOS codes are desired, enter END. QUALS returns to the initial CMU, SMU, or SCU update prompt.
3. Depress the carriage return key.

(4) *QUALS DMO update procedures.*

Table 32–8B(4)
QUALS DMO update procedures

QUALS: ENTER MOS OR “END”:
USER:
1. To delete an MOS, enter the desired MOS to be deleted.
2. To proceed to the initial QUALS prompt without further processing, enter END.
3. Depress the carriage return key.

QUALS: YOU ARE DELETING MOS XXXX FROM THE QUAL FILES
CONTINUE (Y OR N)?
USER:
1. To delete the MOS, enter Y. QUALS confirms the deletion and returns to the initial DMO update prompt.
2. To cancel the deletion, enter N. QUALS returns to the initial DMO update prompt.
3. Depress the carriage return key.

(5) *QUALS FTU update procedures.*

Table 32–8B(5)
QUALS FTU update procedures

QUALS: FISCAL YEAR OR “END”:

Table 32–8B(5)
QUALS FTU update procedures—Continued

USER:
1. To update the fine tuning percentages, enter the desired fiscal year and proceed to the next prompt.
2. To return to the initial QUALS prompt without further processing, enter END.
3. Depress the carriage return key.

QUALS: ONE MOS(M), A LIST OF MOS CODES(L), A RANGE OF MOS CODES(R), ALL MOS CODES(A), ONE CMF(C), ONE STAFF ID(I), ONE SKILL CLUSTER(S) OR END(E)
USER:
1. Enter the desired response for the aggregation of MOS codes.
2. Enter E to return to the initial FTU update prompt.
3. Depress the carriage return key.

QUALS: The program prompts for the specific MOSs or MOS aggregations associated with the code entered in response to the previous prompt.
USER:
1. Enter the specific MOSs or MOS aggregations.
2. Depress the carriage return key.

QUALS: The program prompts for the fine tuning percentages for each component and enlistment type line by line.
USER:
1. Enter the desired fine tuning percentages.
2. Enter a blank line to proceed to the next component without updating the fine tuning percentages on the current line.
3. Depress the carriage return key.

QUALS: CHANGE(C), DISPLAY(D), OK(O) OR END(E)?
USER:
1. To change the fine tuning percentages, enter C. QUALS repeats the fine tuning percentage prompt.
2. To display the fine tuning percentages, enter D. QUALS displays the fine tuning percentages and repeats this prompt.
3. To implement the fine tuning percentages on the file, enter O. QUALS repeats the fine tuning percentages prompt for the next component until all components have been updated. QUALS then returns to the initial QUALS prompt.
4. To erase the fine tuning percentages, enter E. QUALS returns to the initial FTU update prompt.
5. Depress the carriage return key.

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(6) *QUALS TDU update procedures.*

Table 32–8B(6)
QUALS TDU update procedures

QUALS: VALID ACTIONS: ADD(A), CHANGE(C), DELETE(D) OR “END”
VALID COMPONENTS: AA
ACTION/COMPONENT/MOS/FACTOR NAME/GROUP INFORMATION (Y OR N)?
USER:
1. To add time dependent factors, enter A, AA, the desired MOS, the name of the desired factor, and the desired group information option.
2. To change time dependent factors, enter C, AA, the desired MOS, the name of the desired factor, and the desired group information option.
3. To delete time dependent factors, enter D, AA, the desired MOS the name of the desired factor, and the desired group information option. QUALS skips the next five prompts.
4. To proceed to the initial QUALS prompt without further processing, enter END.
5. Depress the carriage return key.

QUALS: CONDITION/
USER: Enter the desired condition and depress the carriage return key.

QUALS: CHANGE(C), DISPLAY(D), OK(O) OR END(E)?
USER:
1. To change the desired information, enter C. QUALS repeats the above CONDITION/ prompt.
2. To display the information, enter D. QUALS repeats the prompt.
3. To implement the information on the file, enter 0 and proceed to the next prompt.
4. To erase the information, enter E. QUALS returns to the initial QUALS prompt.

Table 32–8B(6)
QUALS TDU update procedures—Continued

5. Depress the carriage return key.

QUALS: The program prompts for the valid values for each group line by line.
USER: Enter the desired values for each group and depress the carriage return key. Note: Blank input is not valid for this prompt.

QUALS: CHANGE(C), DISPLAY(D), OK(O) OR END(E).
USER: Follow the procedures outlined previously for this prompt. However, when all groups have been updated, QUALS returns to the initial QUALS prompt.

QUALS: YOU ARE DELETING RECORD: XXXX
OK TO DELETE (Y OR N)?
USER:
1. To continue the deletion, enter Y.
2. To cancel the deletion, enter N.
3. Depress the carriage return key. QUALS returns to the initial QUALS prompt.

Table 32–5
QUALS SWU update procedures

PROMPT/MESSAGE	RESPONSE	NEXT PROMPT
1. ACTION/COMPONENT/FACTOR NAME	1. To add a factor to the seach window, enter A, AA and the factar to be added. 2. To change information for a factor in the search window, enter C, AA and the factor to be changed. 3. To delete a factor from the search window, enter D, AA and the factor to be deleted. 4. To delete one or more search windows from the factor but not all search windows, enter C, AA and the factor to have search windows deleted. 5. To proceed to the last prompt without further processing, enter END. 6. Depress the carriage return key.	2 2 5 2 6
2. WIDOW # CR “NOMO”/COND/VALUE 1/VALUE 2	1. To add information, enter the window number prompted for and the desired information. 2. To change information, enter the window number prompted for and the desired information. 3. To delete specified windows, enter DEL below the window number prompt. 4. When no more processing is desired, enter NOMO below the window number prompt. 5. Depress the carriage return key.	2 3 4 1
3. CHANGE(C), DISPLAY(D), OK(0) OR END(E)?	1. To change the information, enter C. 2. To display the information, enter D. 3. To implement the changes, enter 0. 4. To erase the changes made, enter E. 5. Depress the carriage return key.	2 3 2 2
4. YOU ARE DELETING RECORD: X XX X XX OK TO DELETE (Y OR N)?	1. To delete the record, enter Y. 2. To discontinue the deletion, enter N. 3. Depress the carriage return key.	2 2
5. YOU ARE DELETING RECORD: COMPONENT XX FACTOR XXXX OK TO DELETE (Y OR N)?	1. To delete the factor from the search window, enter Y. 2. To discontinue the deletion, enter N. 3. Depress the carriage return key.	1 1
6. ENTER UPOATE TYPE DESIRED OR “END”:	Enter the desired option and depress the carriage return key.	

Table 32–6
QUALS RUU update procedures

PROMPT/MESSAGE	RESPONSE	NEXT PROMPT
1. USER REPORT(R), ADD(A), CHANGE(C), DELETE(0) OR END(E)	1. To generate the report, refer tc section32-7(a).(6) for procedures. 2. To add a user ID, enter A. 3. To change a user ID, enter C. 4. To delete a user ID, enter D. 5. To exit to the last prompt without further processing, enter E. 6. To exit to the last prompt without further processing, enter E.	 2 6 8
2. ADD USER -- ENTER USER NUMBER OR END(E)?	1. To add a user ID, enter the desired ID number 2. To return to the first prompt without further processing, enter E. 3. Depress the carriage return key.	3
3. . VALID USER TYPES ARE: (R) — REPORT (U) — UPDATE (ALL FACTORS) (L) — REPORT (LIMITED) (F) — UPDATE (5PECIFIEO FACTORS ONLY) ENTER USER TYPE OR END(E)?	1. To assign report capabilities only, enter R. 2. To assign full report and update capabilities, enter U. 3. To assign limited report capabilities, enter L. 4. To assign update capabilities for only specified factors, enter F. 5. To return to the first prompt without further processing, enter E. 6. Depress the carriage return key.	1 1 1 4 1
4. FACTOR 1/FACTOR 2/FACTOR 3/FACTOR 4/ FACTOR 5/FACTOR 6/FACTOR 7	Enter up to Seven facors that the user may update and depress the carriage return key. 1. If seven factors are entered on one line, QUALS prompts for more factors. 2. If less than seven factors are entered, QUALS returns to the first prompt.	 4 1
5. CHANGE USER -- ENTER USER NUMBER OR END(E)?	1. To change the processing capability of a user ID, enter the user number to be changed. 2. To return to the first prompt without further processing, enter E. 3. Depress the carriage return key.	3 1
6. DELETE USER -- ENTER USER NUMBER OR END(E)?	1. To delete a user ID, enter the user number to be deleted. 2. To return to the first prompt without further processing, enter E. 3. Depress the carriage return key.	7 1
7. DELETE USER XXX(0) OR END(E)?	1. To delete the user ID, enter D. 2. To discontinue the deletion, enter E. 3. Depress the carriage return key.	1 1
8. ENTER UPDATE TYPE DESIRED OR “END”:		

Table 32–7
QUALS RTD and RFT update procedures

PROMPT/MESSAGE	RESPONSE	NEXT PROMPT
1. ENTER UPDATE TYPE DESIRED OR “END”	1. To replicate time dependent factors, enter RTD. 2. To replicate fine tuning percentages, enter RFT. 3. To proceed to the last prompt without further processing, enter END. 4. Depress the carriage return key.	2 13 15
2. IDENTIFY TIME DEPENDENT RECORD TO BE DUPLICATED. IF NO RECORD IS NEEDED INSERT *END*. MOS / FACTOR	1. To replicate time dependent factors from one MOS to another, enter the desired MOS and factor to be duplicated. 2. To return to the first prompt without further processing, enter END. 3. Depress the carriage return key.	3 1
3. GROUP INFORMATION?	1. To display the RECSTA weeks within each group, enter Y. 2. If no display is desired, enter N. 3. Depress the carriage return key.	4 4
4. DUPLICATE THE RECORD (Y OR N)?	1. To continue with the duplication, enter Y. a. If duplicating time dependent factors, QUALS goes to prompt 5. b. If duplicating fine tuning percentages, QUALS goes to prompt 14. 2. To cancel the duplication, enter N. a. If processing time dependent factors, QUALS goes to prompt 2. b. If processing fine tuning percentages, QUALS goes to prompt 13. 3. Depress the carriage return key.	 5 14 2 13
5. LIST HOS FOR WHICH RECORD WILL BE DUPLICATED. ONE MOS(M), A LIST OF MOS CQOES(L), A RANGE OF vOS COOES(R), ALL h0S CODES(A), ONE CMF(C), ONE STAFF ID (I), ONE SKILL CLUSTERS(S), OR END(E)	1. To duplicate information for one MOS, enter M. 2. To duplicate information for a list of MOSs, enter L. 3. To duplicate information for a range of MOSs, enter R. 4. To duplicate information for all MOSs,enter A. a. If duplicating time dependent factors, QUALS returns to prompt 2. b. If duplicating fine tuning percentages, QUALS goes to prompt 13. 5. To duplicate information for the MOSs in a CMF, enter C. 6. To duplicate information for the MOSs in a staff ID, enter I. 7. To duplicate information for the MOSs in a skill cluster, enter S. 8. To cancel the duplication, enter E. a. If duplicating time dependent factors, QUALS returns to prompt 2. b. If duplicating fine tuning percentages, QUALS goes to prompt 13. 9. Depress the carriage return key.	6 8 9 2 13 1 2 13
6. ENTER MOS:	Enter the desired MOS code and depress the carriage return key. 1. If duplicating time dependent factors, QUALS returns to prompt 2. 2. If duplicating fine tuning percentages, QUALS goes to prompt 13.	 2 13
7. ENTER MOS CODES BETWEEN THE SLASHES / / / / /	Enter the desired MOS codes between the slashes and depress the carriage return key.	8
8. MORE MOS CODES (Y OR N)?	1. If more MOS codes are desired, enter Y. 2. If no more MOSs are desired, enter N. a. If duplicating time dependent factors, QUALS goes to prompt 2.	7

Table 32–7
QUALS RTD and RFT update procedures—Continued

PROMPT/MESSAGE	RESPONSE	NEXT PROMPT
	b. If duplicating fine tuning percentages, QUALS goes to prompt 13. 3. Depress the carriage return key	13
9. START MOS/END MOS	Enter the desired start and end MOS codes for the range of MOSs to be duplicated and depress the carriage return key. l. If duplicating time dependent factors, QUALS goes to prompt 2. 2. If duplicating fine tuning percentages, QUALS goes to prompt 13.	 2 13
10. ENTER CMF:	Enter the desired CMF and depress the carriage return key. 1. If duplicating time dependent factcrs, QUALS goes to prompt 2. 2. If duplicating fine tuning percentages, QUALS goes to prompt 13.	 2 13
11. ENTER STAFF ID:	Enter the desired staff ID and depress the carriage return key. 1. If duplicating time dependent factors, QUALS returns to prompt 2. 2. If duplicating fine tuning percentages, QUALS goes to prompt 13.	 2 13
12. ENTER SKILL CLUSTER:	Enter the desired skill cluster and depress the carriage return key. 1. If duplicating time dependent factors, QUALS returns to prompt 2. 2. If duplicating fine tuning percentages, QUALS goes to prompt 13.	 2 13
13. IDENTIFY FINE TUNING RECORO TO BE DUPLICATED. IF NO RECORD IS NEEDED INSERT *END* MOS / FY	1. To replicate fine tuning percentages, enter the desired MOS and fiscal year to be replicated. 2. To return to the first prompt without further processing, enter END. 3. Depress the carriage return key.	4 1
14. FISCAL YEAR FOR RECORDS?	Enter the desired fiscal year to be updated with the duplicate records and depress the carriage return key.	5
15. REPORT(R), UPDATE(V), INSTRUCTIONS FOR REPORT/UPDATE(I) OR 'END':	Select and enter the desired function and depress the carriage return key.	

Table 32–8
QUALS AMO, REU, DES, and MQU update procedures

PROMPT/MESSAGE	RESPONSE	NEXT PROMPT
1. ENTER UPDATE TYPE DESIRED OR "END":	1. To add a new MOS to the file, enter AMO. 2. To update MOS titles and remarks, enter REU. 3. To update an MOS description, enter DES. 4. To update MOS minimum qualifications, enter MQU. 5. To proceed to the last prompt without further processing, enter END. 6. Depress the carriage return key.	2 16 6 16 37
2. ENTER NEW MOS OR "END":	1. To add a new MOS code, enter a new four-digit MOS. 2. To return to the first prompt without further processing, enter END. 3. Depress the carriage return key.	3 1
3. QUALS prints out the LES record and prompts for the required information	Enter all of the required information as specified in table 32–3 and depress the carriage return key.	4
4. ENTER ADDITIONAL PREREQUISITE MOS OR CARRIAGE RETURN:	1. To enter an additional prerequisite MOS, enter the desired prerequisite MOS and depress the carriage return key. 2. If another prerequisite is not desired, depress the carriage return key without entering any information.	5 5

Table 32–8
QUALS AMO, REU, DES, and MQU update procedures—Continued

PROMPT/MESSAGE	RESPONSE	NEXT PROMPT
5. CHANGE(C), DISPLAY(D), OK(0) OR END(E).	1. To change any of the information, enter C. 2. To display the record, enter D. 3. To implement the new information on the file, enter 0. 4. To erase the information entered, enter E. 5. Depress the carriage return key.	7 5 7 2
6. ENTER MOS OR END:	1. To update an MOS description, enter the desired MOS to be changed. 2. To return to the first prompt without further processing, enter END. 3. Depress the carriage return key.	7 1
7. NAME/VALUE (OR “END”)	1. To change information on the MOS record, enter the desired factor name to be changed and the desired value. 2. When no more changes are desired, enter END. a. If processing the AMO update, QUALS returns to prompt 5. b. If processing the DES update, QUALS returns to prompt 6. 3. Depress the carriage return key.	7 6 5 6
8. FACT ABB/CHANGE(C),ADD(A), OR DELETE(D) QUALIFICATIONS OR END(E)?	1. To add a qualification to the MOS, enter the desired factor abbreviation and A. 2. To change information for a qualification, enter the desired factor abbreviation and C. 3. To delete a qualification, enter the desired factor and D. 4. To exit the prompt without further processing, enter E. a. If processing the AMO update, QUALS goes to prompt 24. b. If processing the MQU update, QUALS goes to prompt 16. 5. Depress the carriage return key.	9 11 15 24 16
9. ENTER NEW DATA UNDER HEADINGS OR END(E) FACTOR/OP/VALUE 1/VALUE 2/	1. To add the information, enter the data under the corresponding headings. 2. To return to prompt 8 without further processing, enter E. 3. Depress the carriage return key.	10 8
10. OK(0), CHANGE(C) OR END(E)?	1. To change the information for the qualification, enter C. 2. To implement the addition to the file,enter 0. a. If processing a factor, QUALS goes to prompt 12. b. If processing a linked factor, QUALS goes to prompt 13. 3. To erase the information, enter E. 4. Depress the carriage return key.	11 12 13 9
11. ENTER CHANGES UNDER CURRENT DATA, OR END(E) FACTOR/OP/VALUE 1/VALUE 2/.	1. To change the information, enter the desired information directly below the prompt. 2. To return to prompt 10 without changing anything, enter E. 3. Depress the carriage return key.	10 10
12. LINKED FACTOR? ENTER NO(N) OR A FACTOR ABBR.:	1. To link a factor, enter the desired factor to be linked. 2. If a linked factor is not desired, enter N. 3. Depress the carriage return key.	9 8
13. FACTOR IS LINKED WITH XXXX ENTER OK, OR BREAK LINK(B)	1. To implement the link, enter 0. 2. To break the link, enter B. 3. Depress the carriage return key.	8 14
14. FACTOR IS NOT LINKED, DO YOU WANT IT LINKED? ENTER (N) OR A FACTOR ABBR.:	1. To link a factor, enter the desired factor name to be linked. 2. If a linked factor is not desired, enter N. 3. Depress the carriage return key.	9 8
15. DELETING FACTOR: XXXX ENTER OK OR END(E):	1. To delete the factor, enter 0. 2. To discontinue the deletion, enter E. 3. Depress the carriage return key.	8 8

Table 32–8
QUALS AMO, REU, DES, and MQU update procedures—Continued

PROMPT/MESSAGE	RESPONSE	NEXT PROMPT
16. ONE MOS(M), A LIST OF MOS CODES(L), A RANGE OF MOS CODES(R), ALL MOS CODES(A), ONE CMF(C), ONE STAFF ID(I), ONE SKILL CLUSTER(S), OR END(E)	1. To update information for one MOS code, enter M.	17
	2. To update information for a list of MOS codes, enter L.	18
	3. To update information for a range of MOS codes, enter R.	20
	4. To update information for all MOS codes, enter A.	
	a. If processing the MQU update, QUALS goes to prompt 8.	8
	b. If processing the REU update, QUALS goes to prompt 28.	28
	5. To update information for the MOSs within a CMF, enter C.	21
	6. To update information for the MOSs within a staff ID, enter I.	22
	7. To update information for the MOSs within a skill cluster, enter S.	23
	8. To return to prompt 1 without further processing, enter E.	1
	9. Depress the carriage return key.	
17. ENTER MOS:	Enter the desired MOS and depress the carriage return key.	
	1. If processing the MQU update, QUALS returns to prompt 8.	8
	2. If processing the REU update, QUALS goes to prompt 28.	28
18. ENTER MOS CODES BETWEEN THE SLASHES: / / / / /	Enter the desired MOS codes and degress the carriage return key.	19
19. MORE MOS CODES (Y OR N)?	1. If more MOS codes are desired, enter Y.	18
	2. If no more MOS codes are desired, enter N.	
	a. If processing the MQU update, QUALS returns to prompt 8.	8
	b. If processing the REU update, QUALS goes to prompt 28.	28
	3. Depress the carriage return key.	
20. START MOS/END MOS	Enter the desired start and end MOSs and depress the carriage return key.	
	1. If processing the MQU update, QUALS goes to prompt 8.	8
	2. If processing the REU update, QUALS goes to prompt 28.	28
21. ENTER CMF:	Enter the desired CMF and depress the carriage return key.	
	1. If processing the MQU update, QUALS goes to prompt 8.	8
	2. If processing the REU update, QUALS goes to prompt 28.	28
22. ENTER STAFF ID:	Enter the desired staff ID and depress the carriage return key.	
	1. If processing the MQU update, QUALS goes to prompt 8.	8
	2. If processing the REU update, QUALS goes to prompt 28.	28
23. ENTER SKILL CLUSTER:	Enter the desired skill cluster and depress the carriage return key.	
	1. If processing the MQU update, QUALS goes to prompt 8.	8
	2. If processing the REU update, QUALS goes to prompt 28.	28
24. QUALS prompts for fine tuning percentages for each component, enlistment type and year.	Enter the required fine tuning percentages and depress the carriage return key.	25
25. CHANGE(C), DISPLAY(D), OK(0) OR END(E)?	1. To change the fine tuning percentages, enter C.	24
	2. To display the fine tuning percentages, enter D.	25
	3. To implement the fine tuning percentages, enter 0.	

Table 32–8
QUALS AMO, REU, DES, and MQU update procedures—Continued

PROMPT/MESSAGE	RESPONSE	NEXT PROMPT
	a. If the fine tuning percentages for all years have been entered, QUALS goes to prompt 26. b. If fine tuning percentages have not been entered for all years, QUALS qoes to prompt 24. 4. To erase the record completely, enter E. 5. Depress the carriage return key.	26 24 37
26. ENTER AIT LOCATION NAME OR “NOMO”:	1. Enter the AIT location where the MOS is to be taught. 2. When no more locations are desired, enter NOMO. 3. Depress the carriage return key.	26 27
27. CHANGE(C), DISPLAY(0), OK(0) OR END(E)	1. To change the locations, enter C. 2. To display the locations, enter D. 3. To implement the locations on the record, enter 0. 4. To erase the record completely, enter E. 5. Depress the carriage return key.	26 27 28 37
28. ENTER MOS TITLE (UP TO 72 CHARACTERS):	Enter the desired MOS title and depress the carriage return key.	29
29. ENTER MOS REMARKS (UP TO 72 CHARACTERS, 5 LINES MAX) OR “NOMO”	Enter the desired remarks to a maximum of 5 lines or until NOMO is entered, and depress the carriage return key.	30
30. CHANGE(C), DISPLAY(D), OK(0) OR END(E)?	1. To change the title or remarks, enter C. 2. To display the information, enter D. 3. To implement the title and remarks on the file, enter 0. a. If processing the AMO update, QUALS goes to prompt 31. b. If processing the REU update, QUALS goes to prompt 16. 4. When processing the AMO update, to erase the record completely, enter E. 5. When processing the REU update, enter E tc erase the changes made to the title and remarks. 6. Depress the carriage return key.	28 30 31 16 37 16
31. TIME DEPENDENT RECORDS DESIRED FOR THIS MOS (Y OR N)?	1. If time dependent factors are desired, enter Y. 2. If no time dependent factors are desired, enter N. QUAl S prints a message that the MOS is added to the file. 3. Depress the carriage return key.	32 37
32. FACTOR NANT OR “NEO”:	1. If a factor is desired, enter the factor name. 2. If no more factors are desired, enter NOMO. QUALS prints a message that the MOS is added to the file. 3. Depress the carriage return key.	33 37
33. CONDITION/	Enter the desired operator and depress the carriage return key.	34
34. CHANGE(C), DISPLAY(D), OK(0) OR END(E)?	1. To change the information, enter C. 2. To display the information, enter D. 3. To implement the information on the file, enter 0. 4. To erase the time dependent factor, enter E. 5. Depress the carriage return key.	33 34 35 32
35. QUALS prompts for the value of the time dependent factors for each group	Enter the desired values for each group and depress the carriage return key.	36
36. CHANGE(C), DISPLAY(0), OK(0) OR END(E)?	1. To change the values for the group, enter C. 2. To display the information, enter 0. 3. To implement the information on the file, enter 0. 4. To erase the time dependent factor, enter E. 5. Depress the carriage return key.	35 36 32 32
37. REPORT(R), UPDATE(V), INSTRUCTIONS FOR REPORT/UPDATE(I) OR “END”:	Enter the desired function and depress the carriage return key.	

Table 32–9
QUALS ALU update procedures

PROMPT/MESSAGE	RESPONSE	NEXT PROMPT
1. ADD(A), CHANGE(C), DELETE(0) OR “END”/MOS	1. To add AIT locations to an MOS, enter A and the desired MOS. 2. To change AIT locations for an MOS, enter C and the desired MOS. 3. To delete AIT locations for an MOS, enter D and the desired MOS. 4. To proceed to prompt 5 without further processing, enter END.	2 3 4 5
2. TO ADD LOCATION, ENTER LOCATION(S) AFTER LAST LOCATION NAME (MAX 10) / / / / /	Enter the desired AIT locations and depress the carriage return key.	1
3. 3. TO CHANGE LOCATION, ENTER NEWLOCATIONS(S) UNDER LOC NAME(S)TO BE CHANGED / / / XXXX XXXX XXXX	Enter the desired AIT locations to be changed and depress the carriage return key.	1
4. TO DELETE LOCATION, ENTER, “DEL” UNDER REPORT/UPDATE(I) OR “END”:	Enter DEL under the locations to be deleted and depress the carriage return key.	
5. REPORT(R), UPDATE(V), INSTRUCTIONS FOR FEPORT/LPDATE(I) OR “END”:	Enter the desired function and depress the carriage return key.	

Table 32–10
QUALS WLU update procedures

PROMPT/MESSAGE	RESPONSE	NEXT PROMPT
1. FACT ABB/CHANGE(C), ADD(A), OR DELETE(D) QUALIFICATION OR END(E)?	1. To change the minimum Wait List qualification value for a given factor, enter the factor abbreviation and enter C beyond the slash. 2. To add a factor for evaluation as a minimum wait List qualification, enter the factor abbreviation and enter A beyond the slash. 3. To delete a given factor from the minimum Wait List qualifications, enter the factor abbreviation and enter D beyond the slash. 4. To proceed to prompt 6 without furttier processing, enter E. 5. Depress the carriage return key.	2 4 5 6
2. ENTER CHANGES UNDER CURRENT DATA, OR END(E) /FACTOR/OP/VALUE 1 /VALUE 2 /	1. Enter the desired changes under the headings and depress the carriage return key. 2. Enter E and depress the carriage return key to return to prompt 1 without further processing.	3 1
3. OK(0), CHANGE(C), OR END(E)	1. To change any of the information, enter C. 2. To implement the new information on the file, enter 0. 3. To erase the information entered, enter E. 4. Depress the carriage return key.	2 1 1
4. ENTER NEW DATA UNOER HEADINGS OR ENO(E) / FACTOR/OP/VALUE 1 /VALUE 2 /	1. Enter the desired qualification values under the headings and depress the carriage return key. 2. Enter E and depress the carriage return key to return to prompt 1 without further processing.	3 1
5. DELETING FACTOR: XXXX ENTER OK OR END(E)	1. To cancel the deletion, enter E. 2. To implement the deletion, enter OK. 3. Depress the carriage return key.	1 1
6. REPORT(R), UPDATE(V), INSTRUCTIONS FOR REPORT/UPDATE(I) OR ’END’:	Enter the desired function and depress the carriage return key.	

```
ENTER UPDATE TYPE DESIRED OR "END":  SEU
THIS OPTION WILL UPDATE THE SEASONALITY RECORD FOR 1 OR MORE WEEKS

TO DELETE A MULTIPLIER, ENTER 1.00 UNDER DESIRED MULTIPLIER
COMPONENT(AA) OR "END":  AA
START RECSTA WEEK #/END RECSTA WEEK #
    44                   52
**** AA ****

TO DELETE A MULTIPLIER, ENTER 1.00 UNDER DESIRED MULTIPLIER

WK 44   WK 45   WK 46   WK 47   WK 48   WK 49   WK 50   WK 51   WK 52
1.00    1.00    1.00    1.00    1.00    1.00    1.00    1.00    1.00
     /       /       /       /       /       /       /       /       /
2.5     3       2.1

CHANGE(C), DISPLAY(D), OK(O), OR END(E)?  O
COMPONENT(AA) OR "END":  END
REPORT(R), UPDATE(U), INSTRUCTIONS FOR REPORT/UPATE(I)
OR 'END':
```

Figure 32–2. QUALS SEU Update mode

```
ENTER UPDATE TYPE DESIRED OR "END":  CMU
THIS OPTION WILL CHANGE A MOS CODES CMF.
ENTER CMF OR "END":  11
THERE ARE 12 MOS BELONGING TO CMF 11
YOU MAY ADD UP TO 40 MOS
ENTER "END" FOR MOS WHEN FINISHED WITH THIS CMF
ENTER MOS (OR "END"):  11T1
ENTER MOS (OR "END"):  END

THE MOS ARE ADDED TO CMF GROUP, WHICH NOW CONTAINS 13 MOS
ENTER CMF OR "END":  END
REPORT(R), UPDATE(U), INSTRUCTIONS FOR REPORT/UPDATE(I),
OR "END":  END
```

Figure 32–3. QUALS CMU Update mode

```
ENTER UPDATE TYPE DESIRED OR "END":  SWU
THIS OPTION WILL ADD, DELETE OR CHANGE A SEARCH WINDOW RECORD.
TO DELETE A WINDOW WITHIN A RECORD, USE CHANGE OPTION AND ENTER
"DEL" UNDER THE DESIRED WINDOW
ALL WINDOWS MUST BE EXCLUSIVE (I.E.45-60 AND 61-65, NOT 55-65)
VALID ACTIONS:  ADD(A), CHANGE(C), DELETE(D) OR "END"
VALID COMPONENTS:  AA

ACTION/COMPONENT/FACTOR NAME
  A      AA        TERM

WINDOW 1 OR "NOMO"/COND/    VALUE 1    /    VALUE 2
    1               GE        3
WINDOW 2 OR "NOMO"/COND/    VALUE 1    /    VALUE 2
    2               GE        3
WINDOW 3 OR "NOMO"/COND/    VALUE 1    /    VALUE 2
  NOMO
ACTION/COMPONENT/FACTOR NAME
END
REPORT(R), UPDATE(U), INSTRUCTIONS FOR REPORT/UPDATE(I),
OR "END"  END
```

Figure 32–4. QUALS SWU Update mode with Add option

```
ENTER UPDATE TYPE DESIRED OR "END":  RUU
THIS OPTION WILL REPORT OR UPDATE, DEPENDING ON USER ACCESS, THE
REPORT/UPDATE USER RECORD.

USER REPORT(R), ADD(A), CHANGE(C), DELETE(D), OR END (E)?  A

ADD USER -- ENTER USER NUMBER OR END(E)?  333

VALID USER TYPES ARE:   (R) -- REPORT
                        (U) -- UPDATE (ALL FACTORS)
                        (L) -- REPORT (LIMITED)
                        (F) -- UPDATE (SPECIFIED FACTORS ONLY)
ENTER USER TYPE OR END (E)?  F

FACTOR   1/FACTOR   2/FACTOR   3/FACTOR   4/FACTOR   5/FACTOR   6/FACTOR   7/
  NOT-USED   NOT-USED   NOT-USED   NOT-USED   NOT-USED   NOT-USED   NOT-USED
AFQT        DLAB        CL
AFQT       DLAB       CL          NOT-USED   NOT-USED   NOT-USED   NOT-USED


USER REPORT(R), ADD(A), CHANGE(C), DELETE(D), OR END(E)?  E
REPORT(R), UPDATE(U), INSTRUCTIONS FOR REPORT/UPDATE(I),
OR "END":  END
```

Figure 32–5. QUALS RUU Update mode with Add option

```
ENTER UPDATE TYPE DESIRED OR "END":  ATO
THIS OPTION WILL REPORT OR UPDATE, DEPENDING ON USER ACCESS, ANNUAL FISCAL
YEAR GOALS AND PERCENTAGES.
ENTER FISCAL YEAR:
82
REPORT(R), UPDATE(U), INSTRUCTIONS FOR REPORT/UPDATE(I) OR "END":  END
```

Figure 32–6. QUALS ATO Update mode

```
ENTER UPDATE TYPE DESIRED OR "END":  RFT
IDENTIFY FINE-TUNING RECORD TO BE DUPLICATED.
IF NO RECORD IS NEEDED INSERT "END"
MOS    / FY
11B1     82
                          (IRN)
    MOS  CMP  NPS  M   F   PS  M    F   IS   M   F   SP1  M   F   SP2   M   F

AA 11B1   45   11   11  0  0   100  100 100  100 100
AR 11B1   50   50  100  0  100 100    0 100  100   0 100  100   0 100   100 0
NG 11B1   35  100  100  0              100  100   0 100  100   0 100   100 0
 DUPLICATE THE RECORD (Y OR N)?  Y
FISCAL YEAR FOR RECORDS?  83
LIST MOS FOR WHICH RECORD WILL BE DUPLICATED.
ONE MOS(M), A LIST OF MOS CODES(L), A RANGE OF MOS CODES(R),
ALL MOS CODES(A), ONE CMF(C), ONE STAFF ID(I), ONE SKILL CLUSTER(S),
OR END(E):  M
ENTER MOS:
12F1

IDENTIFY FINE-TUNING RECORD TO BE DUPLICATED.
IF NO RECORD IS NEEDED INSERT "END"
MOS    / FY
END
REPORT(R), UPDATE(U), INSTRUCTIONS FOR REPORT/UPDATE(I),
OR "END": END
```

Figure 32–7. QUALS RFT Update mode

```
ENTER UPDATE TYPE DESIRED OR "END":  FTU
THIS OPTION WILL REPORT OR UPDATE THE FINE TUNING RECORDS
ENTER FISCAL YEAR OR "END":  82:
ONE MOS(M), A LIST OF MOS CODES(L), A RANGE OF MOS CODES(R),
ALL MOS CODES(A), ONE CMF(C), ONE STAFF ID(I), ONE SKILL CLUSTER(S),
OR END(E):  M
ENTER MOS:
11B1
                                (IRN)
    MOS  CMP  NPS  M   F  PS  M    F    IS   M   F   SP1  M   F   SP2   M   F

AA 11B1  100   11  11  0  0   100  100 100  100 100
            /   /   /  /   /    /   /    /   /   /
          20  20  20  20  20  20  20  20   20  20

CHANGE(C), DISPLAY(D), OK(O), OR END(E)?  O
AR 11B1   25  100  100  0  100 100    0 100  100   0 100  100   0 100   100 0
            /    /     /  /   /    /   /   /    /   /    /    /  /    /    /  /
          50    50
CHANGE(C), DISPLAY(D), OK(O), OR END(E)?  O
NG 11B1   75  100  100  0               100  100   0 100  100   0 100   100 0
            /    /    /   /XXXXXXXXXXXX/   /     /  /   /    /   /    /    /  /
          35

CHANGE(C), DISPLAY(D), OK(O), OR END(E)?  O
REPORT(R), UPDATE(U), INSTRUCTIONS FOR REPORT/UPDATE(I),
OR "END": END
```

Figure 32–8. QUALS FTU Update mode

```
ENTER UPDATE TYPE DESIRED OR "END":  AMO
THIS OPTION WILL ADD A NEW MOS TO THE QUAL FILE.
ENTER NEW MOS OR "END":  99X1
                          AVAIL      OSUT.
  SC   CMF  ID  PRI  MAL  FEM   MAL FEM  CAS  BN  VP  PSD  TRM UNT%  A-R%  N-S%
    /    /   /    /    /    /    /   /    /   /   /    /    /    /     /     /
  12   12   1    1    N    N    N   N    1   N   N    N    2   12     4     5
                                                          PREQ REQS
  AIT  OSUT   PH1   PH2   OSUT-MAL  OSUT-FEM   AA  AR  NG  MOS  PREQ   #TD
    /     /     /     /          /         /   /   /   /    /      /XXXXXX
 8/0   9/0   4/0   5/0                       Y   Y   Y    N

CHANGE(C), DISPLAY(D), OK(O), OR END(E)?  O
 QASVAB#1  / QASVAB#2  / QASVAB#3  / CAP / MODN / CBT / LANG / ABN / HITEC  /
ST                                   0    0      0      0      1    0
 INTEL /  SPCL / T20 / S20 / B40 /  BATOVR  / MEPQUAL / SP10M / SP10F /
0          0     0     0     1      0          G        N/A     N/A
ADD MINIMUM QUALIFICATIONS.
FACT ABB/CHANGE(C), ADD(A), OR DELETE(D) QUALIFICATION, OR END(E)?
E
82 AA/NPS/ M  / F  / PS/ M  / F  / IS/ M  / F  /
   30  10  10   10   10  10   10   10  10  10
82 AR/NPS/ M  / F  /IRN/ M  / F  / IS/ M  / F  /SP1/ M  / F  /SP2/ M  / F  /
   25   5   5    5    5   5    5    5   5   5     5   5    5    5   5    5
82 NG/NPS/ M  / F  / IS/ M  / F  /SP1/ M  / F  /SP2/ M  / F  /
   30   5   5   10   10  10    5    5  10  10     5  10   10

CHANGE(C), DISPLAY(D), OK(O), OR END(E)?  O
ENTER AIT LOCATION NAME OR "NOMO":  DIX
ENTER AIT LOCATION NAME OR "NOMO":  NOMO

CHANGE(C), DISPLAY(D), OK(O), OR END(E)?  O
ENTER MOS TITLE (UP TO 72 CHARACTERS):
TANK DRIVER
ENTER MOS REMARKS (UP TO 72 CHARACTERS, 5 LINES MAX) OR "NOMO"
LINE 1:
MUST HAVE NO TRAFFIC VIOLATIONS
LINE 2:
NOMO
CHANGE(C), DISPLAY(D), OK(O), OR END(E)?  O
TIME DEPENDENT RECORDS DESIRED FOR THIS MOS (Y OR N)?  Y
FACTOR NAME OR "NOMO":  AFQT
CONDITION
         /
GE

CHANGE(C), DISPLAY(D), OK(O), OR END(E)?  O
                          ** G R O U P S **
         1              2              3              4              5
              /              /              /              /
         3              3              3              3              3
```

Figure 32–9A. QUALS AMO Update mode

```
CHANGE(C), DISPLAY(D), OK(O), OR END(E)?  O
MOS 99X1 ADDED TO QUAL FILES.
REPORT(R), UPDATE(U), INSTRUCTIONS FOR REPORT/UPDATE(I),
OR "END": END
```

Figure 32–9B. QUALS AMO Update mode - Continued

```
ENTER UPDATE TYPE DESIRED OR "END":  TDU
THIS OPTION ADDS, CHANGES OR DELETES TIME DEPENDENT RECORDS
VALID ACTIONS:  ADD(A), CHANGE(C), DELETE(D), OR "END"
VALID COMPONENTS:  AA

ACTION/COMPONENT/  MOS  /FACTOR NAME / GROUP INFORMATION (Y OR N)?
  D        AA       12E1       TERM              N
YOU ARE DELETING RECORD:  COMPONENT AA  MOS 12E1 FACTOR TERM
OK TO DELETE (Y OR N)?
Y
ACTION/COMPONENT/  MOS  /FACTOR NAME / GROUP INFORMATION (Y OR N)?
END
REPORT(R), UPDATE(U), INSTRUCTIONS FOR REPORT/UPDATE(I),
OR "END": END
```

Figure 32–10. QUALS TDU Update

```
ENTER UPDATE TYPE DESIRED OR "END":  DMO
THIS OPTION WILL DELETE AN MOS FROM THE QUALIFICATIONS FILE.
ENTER MOS OR "END":  99X1
YOU ARE DELETING MOS 99X1 FROM THE QUAL FILES
CONTINUE (Y OR N)?  Y

MOX 99X1 DELETED FROM QUAL FILES
ENTER MOS OR "END":  END
REPORT (R), UPDATE (U), INSTRUCTIONS FOR REPORT/UPDATE (I),
OR "END":  END
```

Figure 32–11. QUALS DMO Update

```
ENTER UPDATE TYPE DESIRED OR "END":  ALU
THIS OPTION WILL UPDATE (ADD, CHANGE OR DELETE) AIT LOCATIONS FOR A MOS
ADD(A), CHANGE(C), DELETE(D), OR "END"/MOS
A                                          11B1
MOS 11B1 IS TAUGHT IN THE FOLLOWING LOCATIONS:
JAX/BENN
TO ADD LOCATION, ENTER NEW LOCATION(S) AFTER LAST LOCATION NAME (MAX 10)
********/        /         /         /        /       /         /          /
         DIX      LWOOD
ADD(A), CHANGE(C), DELETE(D), OR "END"/MOS
D                                          11B1
MOS 11B1 IS TAUGHT IN THE FOLLOWING LOCATIONS:
JAX/BENN/DIX
TO DELETE LOCATION, ENTER 'DEL' UNDER LOCATION(S) TO BE CHANGED
JAX/BENN/DIX
        /        /         /         /        /       /         /          /
         DEL
ADD(A), CHANGE(C), DELETE(D), OR "END"/MOS
END
REPORT(R), UPDATE(U), INSTRUCTIONS FOR REPORT/UPDATE(I),
OR "END":  END
```

Figure 32–12. QUALS ALU Update mode with Add and Delete options

```
ENTER UPDATE TYPE DESIRED OR "END":  WLU

FACT ABB/CHANGE (C), ADD (A), OR DELETE (D) QUALIFICATION, OR END (E)?
EDUC        A

ENTER NEW DATA UNDER HEADINGS OR END (E)
   / FACTOR / OP / VALUE 1          / VALUE 2          /
    EDUC    / GE   HSDG
    EDUC      GE   HSDG

OK (O), CHANGE (C) OR END (E)?  O

FACT ABB/CHANGE (C), ADD (A), OR DELETE (D) QUALIFICATION, OR END (E)?  E

REPORT (R), UPDATE (U), INSTRUCTIONS FOR REPORT/UPDATE (I) OR 'END':  END
```

Figure 32–13. QUALS WLU Update mode with ADD option

Section IV
OUTPUT DESCRIPTION

32–9. Output.

QUALS provides output in the format described in table 32–11.

Table 32–11
QUALS output data items

Field Name	Field Label	Content Description
MOS code	MOS	The user-specified MOS.
Career Management Field	CMF	The CMF to which the MOS belongs.
Staff ID	ID	The staff ID to which the MOS belongs.
Priority	PRI	The priority of the MOS.
OSUT availability indicator	AVAIL MAL FEM	Indicates whether OSUT is available to males and females.
OSUT indicator	OSUT MAL FEM	Indicates if there is a class taught OSUT to males and females.
Civilian Acquired Skill indicator	CAS	Indicates if the MOS is available to CAS personnel.
Bonus indicator	BN	Indicates if bonuses are available for the MOS.
Veterans Educational Assistance Program	VP	Indicates if VEAP processing is available.
Personnel Security Screening Detachment	PSD	Indicates if PSSD processing is available.
Unit distribution percentage	UNT%	The percentage of individuals in each unit that can be assigned to the MOS.
Attrition rate	ATR% or ATTRITION	The percentage of individuals expected to fail AIT.
No show rate	N-S% or NO-SHOW	The percentage of individuals expected not to show for AIT.
Class course lengths	CRS LEN AIT OSUT PHI PH2	The length of each class in number of weeks and days.
OSUT dates	BEG OATES OSUT-MAL OSUT-FEM	The dates OSUT begins fear males and females.
MOS availability indicator	AVAIL AA AR NG	Indicates the components for which the MOS is available.
Prerequisite indicator	PREQ MOS	Indicates whether the MOS has prerequisite MOSs.
Prerequisite MOS	REQS PREQ	The prerequisite MQS for the specified MQS.
Time Dependent Record Number	#TD	Number of time dependent records for this MOS.
Qualifying ASVAB#1	QASVAB#1	Qualifying Armed Services Yocational Aptitude Battery Test #1 10-GT General Technical Test Score ll-GH General Maintenance Test Score 12-EL Electronics Test Score 13-CL Clerical Test Score 14-MM Mechanical Maintenance 15-SC Surveillance and Communications 16-CO Combat Test Score 17-FA Field Artillery 18-OF Operator and Food Test Score 19-ST Skilled Technical Test Score
Qualifying ASVAB#2	QASVAB#2	See QASVAB#1
Qualifying ASVAB#3	QASVAB#3	See QASVABl#1
Capacity Constrained Indicator	CAP	1 or 0 (Yes or No). The capacity is/is not constrained for the MOS.
Modernization Indicator	MOON	1 or 0 (Yes or No)The MOS is/is not modernized.

Table 32–11
QUALS output data items—Continued

Field Name	Field Label	Content Description
Technical MOS Indicator	HITEC	1 or 0 (Yes or No) The MOS is/is not a technical MOS.
Special Requirement Indicator	SPCL	l or 0 (Yes of No)There is/is not a special requirement for this MOS.
Term of MOS	TRM	# of years Integer The length of a term in the MOS.
Top 20 Indicator	T20	1 or 0 (Yes or No) MOS requires/does not require an individual to score in the top 20%.
Second 20 Indicator	S20	1 or 0 (Yes or No) WOS requires/does not require an individual to score in the top 40%.
Bottom 40 Indicator	B40	1 or 0 (Yes or No) The MOS will/will not accept individuals scoring in the bottom 40%.
BAT Override Indicator	BATOVR	Basic Airborne Training Override Indicator.
Factor name	FACTOR	Required factors for the MOS.
Operator	OP	The operator for the factor.
Values	VALUE	The values for the required factors.
Fine tuning percentages	FT%	Fine tuning percentages for each fiscal year, component, and enlistment year.
Multiplier for the RECSTA week	WK XX	The multiplier to adjust recruit entry levels for the specified factor and RECSTA week.
Search window	WIND	The number of weeks in the future the recruit can make a reservation.
Condition	COND	The operator (logical relationship) for the factor.
User ID	USERID	The valid user IDs for the QUALS grogram.
Processing type	TYPE	The processing capabilities associated with the user IDs.
Final MOS	FINAL MOS	The last MOS in a series with prerequisite MOSs.
First prerequisite	1PRQ	The first prerequisite MOS in a series.
Second prerequisite	2PRQ	The second prerequisite MOS, if applicable.
Course lengths	CRSE LEN-W/D	The course lengths of the prerequisite MOSs.
AIT locations	LOCATIONS	The locations where AIT is taught for specified MOSs
Active Army quotas	AAPGM	Yearly quotas for the Active Army by enlistment type.
Active Army percentages	%	The quota for the enlistment type divided by the quota for the AA component, and multiplied by 100.
Army Reserve quotas	ARPGM	Yearly quotas for Army Reserve by enlistment type.
Army Reserve percentages	%	The quota for the enlistment type divided by the quota for the AR component, multiplied by 100.
National Guard quotas	NGPGM	Yearly quotas for the National Guard by enlistment type.
National Guard percentages	%	The quota for the enlistment type divided by the quota for the component, multiplied by 100.

Table 32–11
QUALS output data items—Continued

Field Name	Field Label	Content Description
MOS Strength Factor	MEPQUAL	The number of pounds an applicant must be able to lift to qualify for a particular MOS. The value is a letter representing a specific weight range. E=Not Tested F=1-39 lbs. G=40-49 lbs. H=50-59 lbs. J=60-69 lbs. K=70-79 1bs. L=80-89 lbs. M=90-99 lbs. N=10O-109 lbs. P=110-119 lbs. Q=120-129 lbs. R=150-139 lbs. S=140-149 lbs. T=150-159 lbs. U=160-169 lbs. V=170-179 lbs. W=180-189 lbs. X=190-199 lbs. Z=200+ 1bs.
Split 1 male OSUT indicator	SP1OM	Indicates this is, YES, or is not, NO, a Split 1 OSUT for men. N/A is not available.
Split 1 female OSUT indicator	SP1OF	Indicates this is, YES, or is not, NO, a Split 1 OSUT for female soldiers. N/A is not available.

32–9A. (Not used.)

(Paragraph not used.)

Section V
ERROR MESSAGES AND CORRECTION PROCEDURES

32–10. System Errors.

The following is a list of possible system errors. If any of these error messages appear, call the KEYSTONE Office immediately.

1. UNAUTHORIZED USER, NO REPORT ACCESS
2. QUAL FILE PROBLEM *** BUFFER NOT REFRESHED. ERROR RETURN CODE 1000 ACTION 71. USER PLEASE SAVE TERMINAL OUTPUT. CALL REQUEST OFFICE.
3. QUAL FILE PROBLEM *** BUFFER NOT REFRESHED. ERROR RETURN 1000, ACTION 71, FILE 91. USER, PLEASE SAVE TERMINAL OUTPUT. CALL REQUEST OFFICE.
4. ACTION NOT ACCEPTED
5. VSAM ERROR=XXXX ON LUN XXX
6. VMCF ERROR=XXXXXXX FOR LUN XXX
7. NO SINK AVAILABLE FOR LUN XXX
8. INVALID RECTYP FOR READMANY FUNCTION
9. (SI092) ERROR IN RECORD ARRAY OR KEY ARRAY
10. (SI092) ERROR: ACTION, RECTYP, IVAL1, IVAL2: XXXX
11. CALL REQUEST OFFICE
12. ERROR: INVALID BYTE LEN. FOR ACTION 31, SI093.
13. ERROR: INVALID RECTYPE FOR READ MANY, SI093
14. ERROR: INVALID NUMREC FOR RECTYP, SI093.
15. ERROR: THIS FACTOR TYPE XXXX HAS NO TRANSLATION, CANNOT VALIDATE THIS VALUE.
16. INVALID REMOTE ID VALUE SENT TO SUBMET. JOB NOT SUBMITTED.
17. ERROR IN CALL TO $CTS IN SUBMET. RETURN CODE=XXXXXX
18. ERROR IN FACTOR # ON FILE
19. ERROR: INVALID NUMBER OF FACTORS PASSED TO SUBROUTINE UNCODE XXX

20. ERROR: INVALID FACTOR NUMBER: XXXXX PASSED TO SUBROUTINE UNCODE
21. ERROR: INVALID TRANSLATION TABLE ENTRY POINTER FOR FACTOR: XXXXX SUBROUTINE UNCODE
22. ERROR: INVALID TRANSLATION ENTRY LENGTH FOR FACTOR: XXXXX SUBROUTINE UNCODE
23. ERROR: INVALID FACTOR TYPE: XXX FOR FACTOR: XXXX SUBROUTINE UNCODE
24. LINKED FACTOR NOT ON FILE, CALL REQUEST OFFICE
25. ERROR: ERROR ENCOUNTERED IN MOVECH, CALL REQUEST OFFICE
26. ERROR: INVALID NUMBER OF FACTORS PASSED TO SUBROUTINE VALVAL XXX
27. ERROR: INVALID FACTOR NUMBER XXX PASSED TO SUBROUTINE VALVAL
28. ERROR: INVALID TRANSLATION ENTRY LENGTH FOR FACTOR: XXXXX SUBROUTINE VALVAL
29. ERROR: INVALID FACTOR TYPE: XXX FOR FACTOR: XXXX SUBROUTINE VALVAL
30. ERROR: ERROR VALIDATION YEAR, MOVECH, SUBROUTINE VALVAL
31. ERROR: INVALID NUMBER OF VALUES PASSED TO SUBROUTINE VALVAL
32. ERROR: FACTOR NUMBER RECORD NOT FOUND FOR FACTOR NUMBER XXXXX
33. ERROR: FACTOR XXXXX HAS NO TRANSLATION, CANNOT VALIDATE VALUES(S)
34. ERROR: TRANSLATION NOT FOUND FOR FACTOR NUMBER XXXXX
35. ****TRACE BACK****
ENTRY POINT ENTRY ADDRESS RETURN ADDRESS

32–11. Operation Errors.

The following list contains possible operation error messages and the corrective action to be taken for each.

Table 32–11
Operation Error Messages

MESSAGE: ERROR IN INPUT, OK IS INVALID
ACTION: The user has entered an invalid value. Then, when OK was entered to implement the new information on the file, the value could not be verified. Select the Change option and correct the invalid entry.

MESSAGE: CMF VALUE SHOULD BE INTEGER
ACTION: The user has entered an alphabetic CMF. Enter a valid numeric CMF.

MESSAGE: INVALID ANSWER, TRY AGAIN
ACTION: The user has made an invalid response. Enter a valid response.

MESSAGE: YOU DO NOT HAVE UPDATE ACCESS
ACTION: The user has attempted to update information, but does not have update capabilities. Select report options only.

MESSAGE: MOS XXXX ALREADY EXISTS ON QUAL FILE
ACTION: The user has attempted to add an MOS that already exists. Enter a new MOS that is not on the file.

MESSAGE: 500 MOS ALREADY ON FILE. ADDITION NOT ALLOWED
ACTION: The user has attempted to add an MOS but the Qualifications file is full. Select another option or delete an MOS.

MESSAGE: INVALID INPUT, VALUE XX, ENTER LINE AGAIN
ACTION: The user has entered an invalid response. Re-enter the entire line.

MESSAGE: INVALID AIT LOCATION NAME. TRY AGAIN
ACTION: The user has entered an invalid AIT location. Enter a valid AIT location.

MESSAGE: INVALID INPUT. TRY AGAIN
ACTION: The user has entered an invalid response. Enter a valid response.

MESSAGE: MOS XXXX NOT ON QUAL FILE
ACTION: The user has attempted to process an MOS that does not exist on the Qualifications file. Enter a valid MOS from the Qualifications file.

MESSAGE: ERROR 10 LOCATIONS ON FILE, NO ADDITIONS ALLOWED
ACTION: The user has attempted to add an AIT location to an MOS, but the MOS already has 10 locations. Select another option or delete an AIT location.

MESSAGE: LOCATION XXXX NOT ON AIT LOCATION FILE. ENTER LINE AGAIN
ACTION: The user has entered an invalid AIT location. Re-enter the entire line.

MESSAGE: ERROR: NON-NUMERIC FY ENTERED
ACTION: The user has entered a non-numeric fiscal year. Enter a numeric fiscal year.

Table 32–11
Operation Error Messages—Continued

MESSAGE: INVALID COMPONENT
ACTION: The user has entered an invalid component. Enter a valid component.

MESSAGE: INVALID YEAR
ACTION: The user has entered an invalid year. Enter a valid year.

MESSAGE: XXXX NOT ON QUAL FILE
ACTION: The user has entered an invalid response. Enter a valid response.

MESSAGE: INVALID ABBREVIATION
ACTION: The user has entered an invalid factor abbreviation. Enter a valid abbreviation.

MESSAGE: ERROR: NON-NUMERIC CHARACTERS ENTERED
ACTION: The user has entered a non-numeric response where a numeric response was needed. Enter a numeric response.

MESSAGE: ERROR: CMF XX INVALID
ACTION: The user has entered an invalid CMF. Enter a valid CMF.

MESSAGE: ERROR: CMF XX NOT ON QUAL FILE
ACTION: The user has entered a CMF that does not exist on the file. Enter a valid CMF from the Qualifications file.

MESSAGE: MOS XXXX ALREADY BELONGS TO CMF XX
ACTION: The user has attempted to update a CMF with an MOS that already belongs to another CM. Enter another MOS for the CMF.

MESSAGE: NO TIME DEPENDENT RECORDS FOR XXXX
ACTION: The user has attempted to report time dependent records for an MOS that has none. Enter another MOS to be reported.

MESSAGE: NO FINE TUNING RECORDS FOR XXXX
ACTION: The user has attempted to report fine tuning percentages for an MOS that has none. Enter another MOS to be reported.

MESSAGE: NO REMARKS FOR XXXX
ACTION: The user has attempted to report remarks for an MOS that has none. Enter another MOS to be reported.

MESSAGE: MOS NOT ON CMF/MOS RECORD
ACTION: The user has attempted to process an MOS that does not belong to a selected CMF. Enter another MOS to be processed.

MESSAGE: MOS NOT ON ID/MOS RECORD
ACTION: The user has attempted to process an MOS that does not belong to a selected staff ID. Enter another MOS.

MESSAGE: CHARACTER UNDER SLASH--PLEASE RE-ENTER LINE
ACTION: The user has entered a response directly below a slash. The response has not been accepted. Re-enter the line.

MESSAGE: THERE ARE NO MOS CODES IN THIS RANGE
ACTION: The user has entered a range for which no MOS codes exist. Enter another range of MOSs.

MESSAGE: NONE OF THESE MOS CODES ARE VALID
ACTION: The user has entered invalid MOS codes. Enter a list of valid MOSs.

MESSAGE: CMF MUST BE A 2-DIGIT INTEGER
ACTION: The user has not entered a two-digit CMF. Enter a valid two-digit CMF.

MESSAGE: NO VALID MOS CODES IN THIS CMF
ACTION: The user has entered a CMF for which no MOSs exist. Enter another CMF.

MESSAGE: ERROR: INVALID FISCAL YEAR
ACTION: The user has entered an invalid fiscal year. Enter a valid fiscal year.

MESSAGE: ERROR: INVALID STAFF ID. TRY AGAIN
ACTION: The user has entered an invalid staff ID. Enter a valid staff ID.

MESSAGE: THERE IS NO DESCRIPTION RECORD FOR MOS XXXX
ACTION: The user has attempted to report an MOS description for an MOS that has no description. Select another MOS.

MESSAGE: THERE IS NO DESCRIPTION RECORD FOR PREREQUISITE XXXX OF MOS XXXX ON LUN91
ACTION: The user has attempted to report a prerequisite MOS description for a prerequisite that has no description. Select another MOS.

Table 32–11
Operation Error Messages—Continued

MESSAGE: REMARKS FOR MOS NOT ON FILE
ACTION: The user has attempted to process remarks for an MOS that has no remarks. Select another MOS.

MESSAGE: MOS XXXX NOT ON REMARKS FILE
ACTION: The user has tried to process remarks for an MOS that is not located on the Remarks file. Enter another MOS.

MESSAGE: THE RECORD IS NOT FOUND. MOS XXXX FY XX
ACTION: The user has attempted to replicate fine tuning percentages for an MOS and fiscal year combination that does not exist on file. Enter another MOS/fiscal year combination.

MESSAGE: FACTOR NAME XXXX IS NOT A VALID TIME DEPENDENT QUAL FACTOR
ACTION: The user has entered an invalid time dependent factor. Enter the name of a valid time dependent factor.

MESSAGE: RECORD IS NOT FOUND ON THE FILE. MOS XXXX FAC XXXX
ACTION: The user has attempted to replicate time dependent factors for an MOS and factor that are not on file. Enter another MOS/factor combination.

MESSAGE: A TIME DEPENDENT RECORD FOR MOS XXXX FAC XXXX ALREADY EXISTS
ACTION: The user has attempted to update a time dependent factor that already exists. Enter another time dependent factor.

MESSAGE: 5 FACTORS EXIST FOR COMPONENT. NO ADDITIONS ALLOWED
ACTION: The user has attempted to enter more than five factors for a component. Delete a factor or enter another component.

MESSAGE: ENTERED VALUES NOT EXCLUSIVE OF PREVIOUS WINDOW. VALUES-RE-ENTER
ACTION: The user has attempted to update a search window with RECSTA weeks that are already contained in the previous window. Enter RECSTA weeks that are not in the previous window.

MESSAGE: RECORD NOT FOUND
ACTION: The user has entered a record that is not on file. Enter a valid record.

MESSAGE: YOU ARE DELETING LAST WINDOW-DELETE NOT ALLOWED
ACTION: The user has attempted to delete the last search window. This is not allowed. Select another option.

MESSAGE: INVALID FACTOR NAME
ACTION: The user has entered an invalid factor name. Enter a valid factor name.

MESSAGE: INVALID ANSWER, RECORDS EXIST FOR ONLY AA
ACTION: The user has attempted to process records for a component other than Active Army. Enter records for Active Army.

MESSAGE: COMPONENT XXXX NOT ON FILE
ACTION: The user has entered a component that is not on file. Enter a valid component.

MESSAGE: ERROR-VALID WEEK # RANGE BETWEEN 1 AND 53.
ACTION: The user has entered an invalid week range. Enter a valid range between 1 and 53.

MESSAGE: RECORD ALREADY EXISTS. USE CHANGE OPTION FOR ANY CHANGES
ACTION: The user has tried to add a record that already exists. If changes are desired, select the Change option. Otherwise, add a new record.

MESSAGE: 6 FACTORS EXIST FOR THIS MOS. NO ADDITIONS ALLOWED
ACTION: The user has attempted to add more than six qualification factors to an MOS, which is not allowed. Delete factors or select another MOS for processing.

MESSAGE: ERROR-BLANK INPUT NOT ALLOWED. ENTER LINE AGAIN
ACTION: The user has attempted to enter blanks instead of valid responses, which is not allowed. Enter valid responses.

MESSAGE: XXXX IS AN INVALID FACTOR ABBREVIATION
ACTION: The user has entered an invalid factor abbreviation. Enter a valid factor abbreviation.

MESSAGE: XXXX IS AN INVALID MINIMUM QUALIFICATION FACTOR
ACTION: The user has entered an invalid minimum qualification. Enter a valid qualification.

MESSAGE: XX IS AN INVALID OPERATOR WITH PHYSICAL PROFILE, TRY AGAIN. THE ONLY VALID OPERATOR IS GE
ACTION: The user has not entered GE as the operator for physical profile. Enter GE as the operator.

MESSAGE: YOU MUST ENTER AN OPERATOR. TRY AGAIN VALID OPERATORS ARE: XXXX
ACTION: The user has failed to enter an operator. Enter a valid operator.

Table 32–11
Operation Error Messages—Continued

MESSAGE: XX IS AN INVALID OPERATOR, TRY AGAIN. VALID OPERATORS ARE: XXXX **ACTION:** The user has failed to enter a valid operator. Enter a valid operator.
MESSAGE: YOU MUST ENTER VALUE XX, TRY AGAIN **ACTION:** The user has failed to enter a value for a factor. Enter a valid value.
MESSAGE: INVALID VALUE FOR FACTOR XX **ACTION:** The user has failed to enter a valid value for a factor. Enter a valid value.
MESSAGE: MAXIMUM OF XX QUALIFICATIONS ON FILE, ADDING THIS LINKED FACTOR WOULD NOT BE POSSIBLE, TRY AGAIN **ACTION:** The user has tried to link a factor, but the maximum number of factors for an MOS has been reached. Delete factors or select another option.
MESSAGE: XXXX IS ALREADY LINKED, TRY AGAIN **ACTION:** The user has tried to link a factor that is already linked. Select another factor to link.
MESSAGE: YOU MAY NOT LINK A FACTOR TO ITSELF, TRY AGAIN **ACTION:** The user has tried to link a factor to itself, which is not allowed. Select another factor to be linked.
MESSAGE: YOU MAY NOT UPDATE XXXX, TRY AGAIN **ACTION:** The user has limited update capabilities and has tried to update a factor that the user is not permitted to update. Select a valid factor to update.
MESSAGE: FISCAL YEAR XX NOT ON AA ANNUAL FILE **ACTION:** The user has entered a fiscal year that was not located on the Active Army Annual file. Enter a fiscal year on file.
MESSAGE: FISCAL YEAR XX NOT ON AR ANNUAL FILE **ACTION:** The user has entered a fiscal year that was not located on the Army Reserve Annual file. Enter a fiscal year on file.
MESSAGE: FISCAL YEAR XX NOT ON NG ANNUAL FILE **ACTION:** The user has entered a fiscal year that was not located on the National Guard Annual file. Enter a fiscal year on file.

Chapter 33
RCTNEWS PROGRAM

Section I
PROGRAM SUMMARY

33–1. Purpose.

The RCTNEWS program provides the user with messages from various possible sources, i.e. USAREC, DA-REP, etc. Each message identifies its source and is numbered on the basis of the calendar year. For example, the first message originating from USAREC in 1982 is labeled “USAREC MESSAGE 82-1”. The user enters an X under the desired source(s)and RCTNEWS prints the message text. These messages are stored on the Message file. The RCTNEWS program matches the user’s selection to the appropriate message on the file and prints it. Access to a given source’s messages is granted or restricted on the basis of the user’s ID number.

33–2. Applicability.

The RCTNEWS program is accessed by the following user groups:

a. KEYSTONE Branch,
b. USAREC,
c. FORSCON,
d. DRC/MEPS,
e. Reception Station,
f. TRADOC,
g. RCPAC, and
h. OCAR.

Section II
INPUT REQUIREMENTS

33–3. Data Items.
RCTNEWS requires the user to enter an X under the source name(s) from which messages are desired. As many sources can be selected as the user has access to.

33–3A. (Not used.)
(Paragraph not used.)

Section III
PROGRAM OPERATION

33–4. Initiation Procedures.
After completing the sign-on procedures described in Appendix B, the system prints the following message:

ENTER PROGRAM NAME, “LIST” OR “OFF”

The user enters RCTNEWS and depresses the carriage return key. The program is now ready to communicate with the user.

33–5. Procedures.
Follow the procedures described below to obtain recent messages. See figure 33-1 for sample program execution.

Table 33–5A
Procedures to obtain recent messages

RCTNEWS: Management level users get this prompt:

SET YOUR ACCESS TO THE MESSAGE FILE
ENTER AN ID NUMBER BETWEEN 100 and 999

USER:
1. Enter your three-digit ID number. Example: if the user’s ID code is UZK222, the three-digit ID number is 222.
2. Depress the carriage return key.

RCTNEWS: Non-management level users get this prompt:

PLACE X UNDER DESIRED MESSAGE(S)
LEAVE BLANK FOR NO MESSAGE
DA-AA/USAREC/NERRC/SERRC/SWRRC/MWRRC/WRRC/
DA-REP/NG/USAR/1CONUSA/5CONUSA/6CONUSA/USAROPS/

USER: RCTNEWS will print the two lines of source options one line at a time. After the first line prints, enter an X below the name of any source(s)whose messages you wish to see, and depress the carriage return key. If the first line does not contain the source(s)you need, depress the carriage return key to print the second line of source options. Follow the same procedure as used on the first line.

RCTNEWS:
1. If messages have been requested by the user, RCTNEWS will print the available messages, and the program will terminate.
2. If the user enters blanks for the two source option lines, the program prints the following message and terminates.
** NO MESSAGE REQUESTED, PROGRAM ENDED ***

USER: N/A

```
PLACE X UNDER DESIRED MESSAGE(S)
LEAVE BLANK FOR NO MESSAGE
          DA-AA/ USAREC/   NERRC/   5ERRC/   SWRRC/   MWRRC/   WRRC/
                  X

         DA-REP/     NG/    USAR/1CONUSA/5CONUSA/6CONUSA/USAROPS/


USAREC        MESSAGE
==============================================================================
USAREC  MESSAGE 82-30                                   131630Z SEPTEMBER 1982


    THIS IS A SAMPLE MESSAGE.  NOTE THAT THE RCTNEWS NUMBERING SYSTEM IS BASED
ON THE CALENDAR YEAR.  EACH MESSAGE UNDER EACH COMMAND IS NUMBERED.  MESSAGES
WILL CONTAIN USEFUL AND TIMELY INFORMATION, AND WILL BE LESS THAN 200 LINES IN
LENGTH.  NOTE ALSO THAT ONCE ALL AVAILABLE MESSAGES HAVE BEEN PRINTED, THE
RCTNEWS PROGRAM WILL AUTOMATICALLY END.
```

Figure 33–1. RCTNEWS non-management level sample execution.

Section IV
OUTPUT DESCRIPTION

33–6. Output.
RCTNEWS prints the message(s) available from the source(s) specified by the user. These messages usually contain policy and procedures information. See figure 33–1 for sample program output.

33–6A. (Not used.)
(Paragraph not used.)

Section V
ERROR MESSAGES AND CORRECTION PROCEDURES

33–7. System Errors.
The following is a representative list of possible system errors. If any of these error messages appear, call the KEYSTONE Branch immediately.

1. ERROR IN SUBROUTINE CODE
2. IDIM-BINARY-INVALID DIMENSION IN BINARY SEARCH
3. LOGIC ERROR-CREDIT NOT ON RECRUIT RECORD (CREDED)
4. LOGIC ERROR-RECRUITER ID NOT ON RECORD (CREDED)
5. LOGIC ERROR-RENO INDICATOR NOT ON RECORD (CREDED)
6. INVALID XXXXXX XXXXXX VALUE (XXXXXX)
7. ERROR-XXXXXX NOT ON RECORD (XXXXXX)
8. UNABLE TO DECODE XXX CODE (XXXXX)
9. FACTOR ABBREV. XXXX XXXX NOT IN DATA DICT (XXXXXX)
10. ERROR - NO TRANSLATION ON DATA DICTIONARY FOR SPECIAL FACTOR XXXXXXXX
11. PROBLEM VALIDATING XXX XXX (XXXXXX)
12. ERROR: LINE LENGTH IS GREATER THAN 80 IN SUBROUTINE EXTRACT. CALL KEYSTONE OFFICE
13. SYSTEM ERROR: INVALID NUMBER OR FACTORS PASSED TO GENFIO
    PLEASE CALL KEYSTONE OFFICE

THE INVALID NUMBER OF FACTORS IS XXXX

14. ERROR GETNUMS, INVALID START & END SEARCH ARGUMENTS: XX XX

15. SYSTEM ERROR: FACTOR NUMBER XXXX IS NOT IN THE RECORD DESCRIPTOR ARRAY OR THE ARRAY IS NOT SORTED. PLEASE CALL THE KEYSTONE OFFICE.

16. SYSTEM ERROR: RECORD DESCRIPTOR RECORD HAS IMPROPER START BIT OR LENGTH IN BITS. CALL KEYSTONE OFFICE.
    START BIT=XX
    LENGTH IN BITS=XX
    FACTOR NUMBER=XXXX

17. SYSTEM ERROR: LENBIT IS INCORRECT LENGTH FOR THIS FACTOR TYPE.
    TYPE=XXXX. LENBIT=XXXX.
    PLEASE CALL KEYSTONE OFFICE.

18. HEXDMP: RECLEN=XXXX
    XXXXXXXX, XXXXXXXX,.....

19. ERROR ON LUN=XXXXXX
    VSAM ERROR RETURN CODE=XXXXXX
    ACTION=XXX
    KEYS (IN HEX)=ZZZZZZZZ, ZZZZZZZZ
    RECORD TYPE=XXX
    SPARE VARIABLE X=XXXXXX
    CALL KEYSTONE OFFICE

20. VSAM ERROR=XXXX ON LUN XXX

21. VMCF ERROR=XXXXXXX FOR LUN XXX

22. NO SINK AVAILABLE FOR LUN XXX

23. **** TRACE BACK ****

ENTRY POINT	ENTRY ADDRESS	RETURN ADDRESS
XXXXXXXX	ZZZZZZZZ	ZZZZZZZZ

24. ERRORS COMMON OVER FLOWED (LODERR)

25. SYSTEM ERROR: NISRCH HAS TAKEN AN ALTERNATE EXIT.
    NIRSCH WAS CALLED
    WITH START POSITION XXXX AND NUMBER OF CHARACTERS XXXX
    PLEASE CALL KEYSTONE OFFICE
    (This message will be followed by messages numbers 27 and 23)

26. SYSTEM ERROR: PARSE1 CALLED WITH SPOS 0, EPOS 0, OR EPOS SPOS SPOS=XXXX, EPOS=XXXX. PLEASE CALL THE KEYSTONE OFFICE.
    (This message will be followed by messages numbers 27 and 23)

27. A SYSTEM ERROR HAS BEEN DETECTED IN SUBROUTINE PARS1.
    THE FIELD BEING PROCESSED IS:
    THE START POSITION OF THE FIELD IN THE STRING IS XXXX.
    THE END POSITION OF THE FIELD IN THE STRING IS XX.
    PLEASE CALL THE KEYSTONE OFFICE

28. ERROR READING XXX XXXX, SUBROUTINE XXXXXX.

29. ERROR: XXXXXX ERROR, SUBROUTINE XXXXXX.

30. SYSTEM ERROR: LINE LENGTH LESS THAN THE MAXIMUM OF THE FACTOR DATA I/O LENGTH AND THE FACTOR ABBREVIATION DISPLAY LENGTH.
    THE FACTOR NUMBER IS XXXXXX
    THE FACTOR ABBREVIATION DISPLAY LENGTH IS XXXXXXX
    THE FACTOR DATA I/O LENGTH IS XXXXXX
    THE LINE LENGTH IS XXXXXX.

31. ERROR IN WORD RANGE OF UPDATE - MODE (SIOXX)
    BEGIN WORD: XXXXXX, END WORD: XXXXXX
    NO UPDATE MADE

32. ERROR: ILLEGAL XXXX XXXX PASSED TO SIOXX

33. ERROR: INVALID XXX XX XXXX FOR ACTION XX

34. SYSTEM ERROR IN XXXXXX WHILE RUNNING CHGAA

33–8. Operation Errors.

The following list contains possible operation error messages and the corrective action to be taken for each.

Table 33–8
Operation Error Messages

MESSAGE: YOU DO NOT HAVE ACCESS TO MESSAGE XXXXX **ACTION:** The user has attempted to access a message source for which he is not authorized. This error message will be reprinted for each unauthorized selection made by the user. Messages to which the user has access will be printed. No action by the user is necessary in response to this error message.

Chapter 34
UVALERT PROGRAM

Section I
PROGRAM SUMMARY

34–1. Purpose.
The UVALERT program enables users to generate reports of reenlistees assigned to Reserve units who did not arrive at their units within the specified arrival period. The reports generated can be aggregated on a variety of levels.

34–2. Applicability.
The UVALERT program is accessed by the following user groups:

a. REQUEST/RETAIN Branch
b. Accession Management Branch
c. ARCOM/GOCOM
d. FORSCOM/CONUSA
e. REQUEST/RETAIN Branch

34–3. Functions.
UVALERT generates reports of reenlistees who have not arrived at their assigned units.
Reenlistees are given 60 days to report to their assigned units. If reenlistees are overdue by less than 30 days (less than 90 days total), they are listed on a warning report. If reenlistees are overdue 30 or more days (more than 90 days total), they are reported as purged from the UVL files and their unit assignment becomes vacant.

34–4. Options.
UVALERT provides the user with the option of generating the report of overdue reenlistees by MUSARC-DR-UIC (Major U.S. Army Command District Recruiting Command - Unit Identification Code), MUSARC-UIC, DRC-UIC, or UIC.

a. The report by MUSARC-DRC-UIC lists overdue reenlistees by DRC and UIC with the user-specified MUSARC.
b. The report by MUSARC-UIC lists overdue reenlistees by UIC within the user-specified MUSARC.
c. The report by DRC-UIC lists overdue reenlistees by UIC with the user-specified DRC.
d. The report by UIC lists overdue reenlistees within the user-specified UIC.

Section II
INPUT REQUIREMENTS

34–5. Data Items.
UVALERT requires the user to enter the items described below in table 34–1.

Table 34–1
UVALERT input data items

Field Name	Field Label	Content Description
Major U.S. Army Command	MUSARC(2)	Enter the desired two-digit number of the MUSAARC to be reported.
District Recruiting Command	DRC(3)	Enter the three-character code of the DRC to be reported.
Unit Identification Code	UIC(7)	Enter the seven-character code of the Reserve unit to be reported.
Report number NUMBER(1)	Enter the number corresponding to the desired report to be generated.	

34–1A. (Not used.)
(Paragraph not used.)

Section III
PROGRAM OPERATION

34–6. Initiation Procedures.
After completing the sign-on procedures described in Appendix B, the system prints the following message:

ENTER PROGRAM NAME, "LIST" OR OFF

The user enters UVALERT and depresses the carriage return key. The program is now ready to communicate with the user.

34–7. Procedures.
Follow the procedures described below to execute the UVALERT program. Refer to figures 34-1 and 34-2 for sample UVALERT reports.

Table 34–7A
Procedures to execute the UVALERT program

UVALERT: COMPLETE RECORDS DISPLAYED? YES(Y), NO(N), OR END(E)
USER:
1. If the complete reenlistee records are desired, enter Y.
2. If a short version of reenlistee records are desired, enter N.
3. Depress the carriage return key.

UVALERT: REPORTS CAN BE GENERATED BY:

1. MUSARC-DRC-UIC
2. MUSARC-UIC
3. DRC-UIC
4. UIC

PLEASE ENTER A NUMBER OR END

USER:
1. To generate a report by MUSARC-DRC-UIC, enter 1.
2. To generate a report by MUSARC-UIC, enter 2.
3. To generate a report by DRC-UIC, enter 3.
4. To generate a report by UIC, enter 4.
5. To terminate the program, enter END.
6. Depress the carriage return key.

UVALERT: PLEASE ENTER A MUSARC OR END
(In the case of selection 3, UVALERT prompts for a DRC code, and for selection 4, UVALERT prompts for a UIC.
USER: 1. Enter the desired MUSARC/DRC/UIC number for the desired report.

UVALERT: UVALERT generates the desired report and then repeats the first prompt.
USER: Select and enter the desired option.

```
WOULD YOU LIKE THE COMPLETE RECORDS DISPLAYED?(Y/N)
Y
REPORTS CAN BE GENERATED BY:
    1.   MUSARC-DRC-UIC
    2.   MUSARC-UIC
    3.   DRC-UIC
    4.   UIC

PLEASE ENTER A NUMBER OR END
1
PLEASE ENTER A MUSARC OR END
12
                                        UVALER
                                AS OF THIS PAST SUNDAY

*****  THIS PERSON NEVER SHOWED AND HAS
*****  BEEN PURGED FROM THE AUVS SYSTEM.

SOC SEC NO/          NAME          /SEX/ MOS/LOCATION/AIT DATE/ BAT DATE
987654321    JANE Q. PATTERSON      F   11B1           0/ 0/ 0  0/ 0/ 0

AFQT/ CO/ FA/ EL/ OF/ GM/ MM/ CL/ ST/ GT/ SC/ PHY PROF/MATH/ SCI/ COL
  0    0   0   0   0   0   0   0   0   0   0       0

RES DATE/ENL DATE/RECSTA DAY/LOC/PRI/RECRUITER /ORDER NO/TYPE/CITZ/PPN
11/10/81  6/ 8/80  0/ 0/ 0       0   A1111          IS        125
```

Figure 34–1. UVALERT complete record report by MUSARC-DRC-UIC

```
PRE MOS/PRE DATE/PRE LOC/BCT LOC/CIV. ED    /BIRTHDATE/MVD/DVR/  UIC
        0/ 0/ 0                               0/ 0/ 0   0      WQZ1AAA

STREET & CITY                               /STATE/ZIP
11 ELM ST., SMITHTOWN                        MD    12345

AREA CODE/PHONE #/ARRIVAL DATE/MOS4/GRADE
   555    5559999  10/22/81    11B1 2

UNIT
PRIO CRED BON   PR   MOS4   GRD   SQI   ASI LANG   SEC   SEX   DATE   CONTROL
     261A
              1   11B1   3     0                  J     X   8111   1138349

                COMMENTS:                TRF-AGUZ  4651R/AUTH BY SGT JONES


*****  THIS PERSON IS IN DANGER OF BEING
*****  PURGED FROM THE AUVS SYSTEM.

SOC SEC NO/          NAME          /SEX/ MOS/LOCATION/AIT DATE/ BAT DATE
111222333   JOHN JOHNSON            M   12E1           0/ 0/ 0  0/ 0/ 0

AFQT/ CO/ FA/ EL/ OF/ GM/ MM/ CL/ ST/ GT/ SC/ PHY PROF/MATH/ SCI/ COL
  0    0   0   0   0   0   0   0   0   0   0        0

RES DATE/ENL DATE/RECSTA DAY/LOC/PRI/RECRUITER /ORDER NO/TYPE/CITZ/PPN
11/10/81 11/ 4/75  0/ 0/ 0       0   41111          IS        125

PRE MOS/PRE DATE/PRE LOC/BCT LOC/CIV. ED    /BIRTHDATE/MVD/DVR/  UIC
        0/ 0/ 0                               0/ 0/ 0   0      WQZ1AAA

STREET & CITY                               /STATE/ZIP
323 THIRD ST., NEW YORK                      NY    98756

AREA CODE/PHONE #/ARRIVAL DATE/MOS4/GRADE
   555    5556677  11/20/81    11B1 4

UNIT
PRIO   CRED   BON   PR   MOS4   GRD   SQI   ASI LANG   SEC   SEX  DATE  CONTROL

                     2   76C1    4     0                J     X   8108  2120885

                    COMMENTS:
```

Figure 34–1. UVALERT complete record report by MUSARC-DRC-UIC - Continued

```
WOULD YOU LIKE THE COMPLETE RECORDS DISPLAYED?(Y/N)
N
REPORTS CAN BE GENERATED BY:
    1.   MUSARC-DRC-UIC
    2.   MUSARC-UIC
    3.   DRC-UIC
    4.   UIC

PLEASE ENTER A NUMBER OR END
1
PLEASE ENTER A MUSARC OR END
12


                                UVALERT
                          AS OF THIS PAST SUNDAY

*****  THIS PERSON IS IN DANGER OF BEING
*****  PURGED FROM THE AUVS SYSTEM.

CONTROL    UIC     MOS4    GRADE        SSN        NAME                      SEX
2120526  WQZGAAA  81E1      4       555666777     WILLIAM S. SMITH           M

MOS4    GRADE    PPN    CRED    RES. DATE    ENL. DATE    TELEPHONE
81E1    4         0     8A1C     0/ 2/ 0      10/30/81    5555553333

STREET AND CITY                              STATE    ZIP
22 MAIN ST., APT #4, SMALLTOWN               PA       15236


*****  THIS PERSON NEVER SHOWED AND HAS
*****  BEEN PURGED FROM THE AUVS SYSTEM.


CONTROL    UIC     MOS4    GRADE        SSN        NAME                      SEX
1138349  WQZ1AAA  54E1      3       123456789     CAROL A. JONES             F

MOS4    GRADE    PPN    CRED    RES. DATE   ENL. DATE   TELEPHONE
54E1      2      **     8A1C     0/ 1/ 0     6/ 8/80    5555551212

STREET AND CITY                              STATE    ZIP
543 MAPLE DR., CAMP HILL                     PA       15905
```

Figure 34–2. UVALERT short record report by MUSARC-DRC-UIC - Continued

Section IV
OUTPUT DESCRIPTION

34–8. Output.

UVALERT provides output in the format described in table 34-2. Table 34-2 contains output data items appearing in both the long and short reports. Items that appear in only one of the reports are so noted.

Table 34–2
UVALERT output data items

Field Name	Field Label	Content Description
Social security number	SOC SEC NO or SSN	The ' social security number.
Name	NAME	The applicant's name.
Sex code	SEX	The applicant's sex. H=male, F=female.
MOS code	MOS	The MOS code in which the applicant has made a reservation.(Long report only.)
Location	LOCATION	The applicant's AIT location.(Long report only.)
Advanced individual training date	AIT DATE	The date the applicant is scheduled to begin advanced individual training. (Long report only.)
AFQT score	AFQT	The applicant's AFQT test score. (Long report only.)
CO test score	CO	The applicant's CO test scocre. (Long report only.)
FA test score	FA	The applicant's FA test score. (Long report only.)
EL test score	EL	The applicant's EL test score. (Long report only.)
OF test score	OF	The applicant's OF test score. (Long report only.)
GM test score	GM	The applicant's GM test score. (Long report only.)
MM test score	MM	The applicant's MM test score. (Long report only.)
CL test score	CL	The applicant's CL test score. (Long report only.)
ST test score	ST	The applicant's ST test score. (Long report only.)
GT test score	GT	The applicant's GT test score. (Long report only.)
SC test score	SC	The applicant's SC test score. (Long report only.)
Physical profile	PHY PROF	The applicant's physical profile. (Long report only.)
High school math level	MATH	The applicant's high school math level. (Long report only.)
High school science level	SCI	The applicant's high school science level. (Long report only.)
Color perception	COL	The applicant's color discrimination. (Long report only.)
Reservation date	RES.DATE	The date the applicant's reservation was made.
Enlistment date	ENL.DATE	The date on which the applicant enlisted.
Reception station date	RECSTA DAY	The date on which the applicant reports for duty. (Long report only.)
Location	LOC	The location ID of the user who made the reservation. (Long report only.)
Priority	PRI	The priority status assigned to the applicant's MOS code. (Long report only.)
Recruiter ID	RECRUITER	The recruiter's identification code. (Long report only.)
Order number	ORDER NO	The applicant's order number. (Long report only.)
Type	TYPE	The applicant's enlistment type. (Long report only.)

Table 34–2
UVALERT output data items—Continued

Field Name	Field Label	Content Description
Citizenship	CITZ	Indicates if the applicant is a U.S. citizen. (Long report only.)
Procurement program number	PPN	The applicant's program procurement number.
Prerequisite MOS	PRE MOS	The applicant's prerequisite MOS code, if any. (Long report only.)
Prerequisite MOS date	PRE DATE	The applicant's prerequisite MOS date, if any. (Long report only.)
Prerequisite MOS	PRE LOC	The applicant's training location for a prerequisite ICS assignment, if any. (Long report only.)
Basic combat training location	BCT LOC	The applicant's basic combat training location. (Long report only.)
Civilian education	CIV ED	The applicant's educational level. (Long report only.)
Date of birth	BIRTHDATE	The applicant's date of birth. (Long report only.)
Motor vehicle	MVD	The applicant's motor vehicle battery score. (Long report only.)
Valid driver's license	DVR	Applicant's driver's license status. Y or N. (Long report only.)
Unit identification code	UIC	The applicant's unit identification code.
Applicant's telephone number	PHONE #	The applicant's home telephone number.
Applicant's state	STATE	The applicant's home state.
ZIP code	ZIP	The applicant's residential zip code.
Area code	AREA CODE	The three-digit area code of the applicant's home telephone number. (Long report only.)
Applicant's street address and city	STREET & CITY	The applicant's home street address and city.
Arrival date	ARRIVAL DATE	The date on which the applicant should report to the Reserve unit. (Long report only.)
Military occupational specialty	MOS4	The four character MOS of the vacancy resource for the applicant.
Pay grade	GRADE	The pay grade of the applicant upon arrival at the unit.
Unit priority	UNIT PRIO	The priority assigned to the relative importance of filling this unit's vacancies. (Long report only.)
Bonus flag	BON(2)	This two-character code indicates the bonus status of the vacancy. Validvalues are: 1. First character: M=Bonus associated with MOS, Blank=Bonus not associated with MOS, 2. Second character: F=Bonus for enlistment or REUP, K=Bonus for REUP only, Blank=No bonus. (Long report only.)
Vacancy priority number	PR (1)	The number indicating the relative priority of the vacancy within the corresponding Reserve unit as assigned by the Reserve Commander, 1 being the highest priority. (Long report only.)
MOS code	MOS4(4)	Military occupational specialty of unit vacancy in question.
Pay grade	GRD(1)	Pay grade of unit vacancy in question. (Long report only.

Table 34–2
UVALERT output data items—Continued

Field Name	Field Label	Content Description
Special qualification identifier	SQI(1)	Code identifying special qualification required by unit vacancy in question. Valid values are: A Technical Intelligence B Unit Interpersonal Relations Worker C CBR D Civil Affairs Operations E Northern Warfare Expert F Flying Status G Ranger H Instructor I Installer J Scuba K Logistics NCO L Linguist M First Sergeant N White House Communications Agency 0 None P Parachutist Q Race Relations Instructor R Research, Development, Test and Evaluation S Special Forces T Transition U Track Personnel/Cargo Driver V Range/Parachutist W Psychological Warfare X Drill Instructor Y Pathfinder Z Alcohol and Drug Abuse Program (Long report only.)
Additional skill identifier	ASI(2)	The two-character code identifying the additional skill requirement of the unit vacancy in question.
Language identification code	LANG(2)	The two-character code identifying the unit vacancy's language skills requirement. (Long report only.)

Table 34–2
UVALERT output data items—Continued

Field Name	Field Label	Content Description
Security investigation status	SEC (1)	Valid values are: A Favorable Background Investigation (BI) completed. B Favorable National Agency Check (NAC) completed. C Favorable Local Files Check (LFC) completed. D Favorable LFC completed, plus two years of continuous active duty. E Confidential. F Favorable NAC completed, BI initiated but not completed. G Favorable Entrance National Agency check (ENTNAC) completed. H NAC completed; individual is PRP qualified. I NAC completed; individual is not PRP qualified. J Secret. K Favorable LFC completed, NAC initiated but not completed. L Top Secret. M BI initiated but not completed. N BI completed; individual is PRP qualified. O BI completed; individual is not PRP qualified. P ENTNAC initiated but not completed. Q ENTNAC completed; individual is PRP qualified. R ENTNAC completed; individual is not PRP qualified. S Special Background Investigation (SBI)--performed and is certified for Special Intelligence (SI) access. T SBI—Performed and is not certified for Special Intelligence (SI) access. U SBI—Performed and is certified for E/W Crypton Special Intelligence Assignment. V SBI—Performed and is not currently certified for E/W Crypton Special Intelligence Assignment. W None. X No investigation initiated: or deletion of other codes from data base. Y Ineligible for security clearance. Z Review of DODNACC dossier required prior to security clearance determination. (Long report only.)
Sex	SEX(1)	Sex code F=Female. M=Male. X=No requirement.
Unit vacancy date	DATE	The date in YY/MM format on which the vacancy will arise. (Long report only.)
Unit vacancy control number	CONTROL	The seven-digit control number assigned to reference a particular unit vacancy.
Credit code	CRED	The four-character code specifying the region, District Recruiting Command and recruiting area of applicant.

34–8A. (Not used.)

(Paragraph not used.)

Section V
ERROR MESSAGES AND CORRECTION PROCEDURES

34–9. System Errors.

The following is a representative list of possible system errors. If any such error messages appear, call the REQUEST/RETAIN Branch immediately.

1. Any message which contains one of the following phrases:
   XXXX FILE NOT INCREMENTED
   XXXX FILE NOT DECREMENTED
   XXXX FILE NOT UPDATED
2. Any message which contains one of the following phrases:
   COUNTERS WOULD BECOME NEGATIVE
   UNSUCCESSFUL UPDATE OF XXXXX
   RESERVATIONS WOULD BECOME NEGATIVE
3. **** TRACE BACK ****
   ENTRY POINT ENTRY ADDRESS RETURN ADDRESS
   XXXXXXXX ZZZZZZZZ ZZZZZZZZ
4. ERROR: ON LUN=XXXXXX
   VSAM ERROR RETURN CODE=XXXXXX
   ACTION CODE=XXX
   KEYS (IN HEX)=ZZZZZZZZ, ZZZZZZZZ
   RECORD TYPE=XXX
   SPARE VARIABLE X=XXXXXX
   CALL REQUEST/RETAIN BRANCH
5. SYSTEM ERROR: INVALID XXXXX IN XXXX
   : ILLEGAL XXXXXX
   : OCCURRED IN XXX WHEN CALLING XXXX
   : IN XXXXXX WHEN RUNNING XXXXX
   : RETURNED BY XXXX
   : ERROR IN XXXX
   : XXXX NOT FOUND
   : RECORD DESCRIPTOR HAS XXXXXXX RETURN CODE IS XX
   : PLEASE CALL REQUEST/RETAIN BRANCH
6. ERROR : READING XXXXX
   : INVALID XXXX INDICATOR IN SUBROUTINE XX
   : XXX NOT FOUND ON XXXX FILE
   : XXXXX ERROR-SUBROUTINE XXXXXX
   : SIOXX-FOR KEY XXXXXX AND ACTION XXXX NUMREC=XXXXXXXX
   : ILLEGAL XXXX PASSED TO XXXXXX
   : BAD XXXX IN XXXXXX
   : IN XXXXX - XXXXXX
   : CANNOT FIND XXXX ON XXXXXX
7. FATAL ERROR - XXXXXX
8. SIOXX ERROR: XXXXXX
9. INVALID XXXXX IN SIOXX
10. INVALID VALUE FOR XXXXX IN XXXXXX
11. BAD RETURN FROM XXXX IN XXXXXX
12. PROBLEM WITH XXXX XXXX RECORD
    VALIDATING XXXXXX IN XXXXXX
    READING XXXXXXX
    IN XXXXXX
13. UNABLE TO GET DATA FROM XXXXXX
    VALIDATE XXXX - XXXXXX
    DECODE XX TYPE XXXXXX
14. VSAM ERROR=XXXX ON LUN XXX
15. VMCF ERROR=XXXXXX FOR LUN XXX
16. NO SINK AVAILABLE FOR LUN XXX
17. KEY/RECORD DISAGREE, KEY=XXXXXX RECORD: XXXXX
18. FACTOR XXXXXX NOT IN DATA DICTIONARY (XXXX)
19. LOGIC ERROR: XXXXXX XXXXX
XXXXX IS OUT OF RANGE XXXX IS AN INVALID XXXXX FOR COMPONENT (XXXX)
21. THIS OPTION NOT AVAILABLE AT THIS TIME
    ACTION IS XXXX
22. NO XXXXXX FOUND IN XXXXX
23. XXXXXX RECEIVED BY XXXX IS INCORRECT

24. $CTS ERROR IN XXXX ROUTINE

34–10. Operation Errors.
UVALERT contains no operation errors.

Chapter 35
REPCCN PROGRAM

Section I
PROGRAM SUMMARY

35–1. Purpose.
The REPCCN program generates a contract control number (CCN) for an applicant. The user specifies the social security number, name, and location ID of the applicant for whom a contract control number is desired. It is possible to generate CCNs for as many applicants as desired without terminating the REPCCN program. The CCN is not used elsewhere in the program.

35–2. Applicability.
The REPCCN program is accessed by the following user groups:

a. USAREC
b. REQUEST/RETAIN Branch
c. CONUSAs
d. Accession Management Branch

Section II
INPUT REQUIREMENTS

35–3. Data Items.
REPCCN requires the user to enter the items described below in table 35–1.

Table 35–1
REPCCN input data items

Field Name	Field Label	Valid Values
Location identification code	LOC ID	Enter the location ID where the recruits's reservation was made.
Social security number	SOC SEC NUMBER	Enter the recruit's nine-digit social security number with no spaces or dashes.
Name	NAME	Enter the recruit's name in last name, first name, middle initial order.
Reservation date	RES DATE	Enter the date on which the reservation was made, in DD/MM/YY format.

35–3A. (Not used.)
(Paragraph not used.)

Section III
PROGRAM OPERATION

35–4. Initiation Procedures.
After completing the sign-on procedures described in Appendix B, the system prints the following message:

ENTER PROGRAM NAME, "LIST" OR "OFF"

The user enters REPCCN and depresses the carriage return key. The program is now ready to communicate with the user.

35–5. Procedures.

Follow the procedures described below to generate a contract control number for an applicant. See figure 35-1 for a sample execution of the REPCCN program.

Table 35–5A
Procedures to generate a contract control number for an applicant

REPCCN: LOC ID/SOC SEC NUMBER/NAME /RES. DATE
USER:
1. Enter the four data items directly under the data titles and between the slashes. See table 35-1 for specific formats.
2. Depress the carriage return key.

REPCCN: A VALID CCN# IS XXXXXXX
ANOTHER CASE (Y OR N)?
USER:
1. Enter Y and depress the carriage return key to generate a CCN for another applicant. REPCCN repeats the initial prompt.
2. Enter N and depress the carriage return key to terminate the program.

```
                    PERSONNEL DATA-PRIVACY ACT OF 1974 (5 USC 552A)

LOC ID/SOC SEC NUMBER/NAME                          /RES. DATE
10       021021021      DOE JOHN J                   01/06/82
A VALID CCN# IS 660603

ANOTHER CASE (Y OR N)? N
```

Figure 35–1. REPCCN sample execution

Section IV
OUTPUT DESCRIPTION

35–6. Output.

REPCCN provides a CCN for each applicant specified by the user. There is no other output. Figure 35-1 is a sample execution of the program.

35–6A. (Not used.)

(Paragraph not used.)

Section V
ERROR MESSAGES AND CORRECTION PROCEDURES

35–7. System Errors.

The following is a representative list of possible system errors. If any such error messages appear, call the REQUEST/RETAIN Branch immediately.

1. Any message which contains one of the following phrases:
   XXXX FILE NOT INCREMENTED
   XXXX FILE NOT DECREMENTED
   XXXX FILE NOT UPDATED

2. Any message which contains one of the following phrases:
   COUNTERS WOULD BECOME NEGATIVE
   UNSUCCESSFUL UPDATE OF XXXXX
   RESERVATIONS WOULD BECOME NEGATIVE
3. **** TRACE BACK ****

ENTRY POINT	ENTRY ADDRESS	RETURN ADDRESS
XXXXXXXX	ZZZZZZZZ	ZZZZZZZZ

4. ERROR: ON LUN=XXXXXX
   VSAM ERROR RETURN CODE=XXXXXX
   ACTION CODE=XXX
   KEYS (IN HEX)=ZZZZZZZZ, ZZZZZZZZ
   RECORD TYPE=XXX
   SPARE VARIABLE X=XXXXXX
   CALL REQUEST/RETAIN BRANCH
5. SYSTEM ERROR : INVALID XXXXX IN XXXX
   : ILLEGAL XXXXXX
   : OCCURRED IN XXX WHEN CALLING XXXX
   : IN XXXXXX WHEN RUNNING XXXXX
   : RETURNED BY XXXX
   : ERROR IN XXXX
   : XXXX NOT FOUND
   : RECORD DESCRIPTOR HAS XXXXXXX RETURN CODE IS XX
   : PLEASE CALL REQUEST/RETAIN BRANCH
6. ERROR : READING XXXXX
   : INVALID XXXX INDICATOR IN SUBROUTINE XX
   : XXX NOT FOUND ON XXXX FILE
   : XXXXX ERROR-SUBROUTINE XXXXXX
   : SIOXX-FOR KEY XXXXXX AND ACTION XXXX NUMREC=XXXXXXXX
   : ILLEGAL XXXX PASSED TO XXXXXX
   : BAD XXXX IN XXXXXX
   : IN XXXXX - XXXXXX
   : CANNOT FIND XXXX ON XXXXXX
7. FATAL ERROR - XXXXXX
8. SIOXX ERROR: XXXXXX
9. INVALID XXXXX IN SIOXX
10. INVALID VALUE FOR XXXXX IN XXXXXX
11. BAD RETURN FROM XXXX IN XXXXXX
12. PROBLEM WITH XXXX XXXX RECORD
    VALIDATING XXXXXX IN XXXXXX
    READING XXXXXXX
    IN XXXXXX
13. UNABLE TO GET DATA FROM XXXXXX
    VALIDATE XXXX - XXXXXX
    DECODE XX TYPE XXXXXX
14. VSAM ERROR=XXXX ON LUN XXX
15. VMCF ERROR=XXXXXX FOR LUN XXX
16. NO SINK AVAILABLE FOR LUN XXX
17. KEY/RECORD DISAGREE, KEY=XXXXXX RECORD: XXXXX
18. FACTOR XXXXXX NOT IN DATA DICTIONARY (XXXX)
19. LOGIC ERROR: XXXXXX XXXXX
20. XXXXX IS OUT OF RANGE XXXX IS AN INVALID XXXXX FOR COMPONENT (XXXX)
21. THIS OPTION NOT AVAILABLE AT THIS TIME
    ACTION IS XXXX
22. NO XXXXXX FOUND IN XXXXX
23. XXXXXX RECEIVED BY XXXX IS INCORRECT
24. $CTS ERROR IN XXXX ROUTINE

35–8. Operation Errors.

The following list contains possible operation error messages and the corrective action to be taken for each.

Table 35–8A
Operation Error Messages

MESSAGE:
INVALID LOCATION ID
INVALID SOCIAL SECURITY NUMBER
INVALID ENTRY FOR NAME
INVALID RESERVATION DATE

ACTION: All the above messages are followed by the prompt: ANOTHER CASE (Y OR N)? To make any correction, the user enters Y and starts again. See table 35-1 for specific data items and formats.

Chapter 36
UVROLLUP PROGRAM

Section I
PROGRAM SUMMARY

36–1. Purpose.
The UVROLLUP program enables the user to obtain reports of Army Reserve unit vacancies, unit-by unit, for a specified MOS or for all MOSs. Reports are generated for each unit within a MACOM, CONUSA, MUSARC, or DRC. (See paragraph 36-3, Options).

36–2. Applicability.
The UVROLLUP program is accessed by the following user groups:

a. KEYSTONE Branch
b. Accession Management Branch
c. USAREC
d. OCAR
e. FORSCOM/CONUSAs
f. ARCOMS/GOCOMs

36–3. Options.
UVROLLUP provides the user with the option to choose any one of six vacancy reports for either an individual MOS or all MOSs. The user also has the option to print only the total number of vacancies or to list out each individual unit vacancy. Each of the six reports offers a different format:

1. MACOM-UIC. The user may generate a report, broken down by units, of vacancies in a specific Macom.

2. CONUSA-MUSARC-UIC. The user may generate a report, broken down by MUSARCs and further subdivided into units, of vacancies in a specific CONUSA.

3. MUSARC-UIC. The user may generate a report, broken down by units, of vacancies in a specific MUSARC.

4. MUSARC-DRC-UIC. The user may generate a report, broken down by DRCs and further subdivided into units, of vacancies in a specific MUSARC.

5. DRC-UIC. The user may generate a report, broken down by units, of vacancies in a specific DRC.

6. UIC. The user may generate a report of vacancies in a specific unit.

Section II
INPUT REQUIREMENTS

36–4. Data Items.
UVROLLUP requires the user to enter the items described below in table 36-1.

Table 36–1
UVROLLUP input data items

Field Name	Field Label	Valid Values
Military Occupational specialty	MOS	Enter a three or four character MOS code.
Major Command code	MACOM	Enter a seven-digit MACOM code
Continental U.S. Army code	CONUSA	Enter a two-digit CONUSA code
Major U.S. Army Command	MUSARC	Enter a two-digit MUSARC code
District Recruiting Command Code	DRC	Enter a two-character DRC code.
Unit Identification code	UIC	Enter a six-character UIC code.

36–4A. (Not used.)

(Paragraph not used.)

Section III
PROGRAM OPERATION

36–5. Initiation Procedures.

After completing the sign-on procedures described in Appendix B, wait for the system to prompt:

ENTER PROGRAM NAME, LIST OR OFF

Enter UVROLLUP and depress the carriage return key. The program is now ready to communicate with the user.

36–6. Execution Procedures.

Follow the procedures below to obtain Army Reserve vacancy reports.

Table 36–6A
Execution procedures to obtain Army Reserve vacancy reports

UVROLLUP: PLEASE ENTER A MOS, ALL OR END
USER:
1. Enter either a three or four-character MOS or enter ALL or end END to terminate processing.
2. Depress the carriage return key.

UVROLLUP: DISPLAY UNIT VACANCIES? PLEASE ENTER Y, N OR END
USER:
1. Enter Y to have the program list the pertinent criteria pertaining to each vacancy, or enter N to print only the number of vacancies available.
2. Depress the carriage return key.

UVROLLUP:
REPORTS CAN BE GENERATED BY:
1. MACOM-UIC
2. CONUSA-MUSARC-UIC
3. MUSARC-UIC
4. MUSARC-DRC-UIC
5. DRC-UIC
6. UIC
PLEASE ENTER A NUMBER OR END

USER:
1. Enter the desired reporting option number (see paragraph 36-3).
2. Depress the carriage return key.

UVROLLUP:
Prompts for codes identifying the units specified in the reporting option:
ENTER MACOM OR END, or
ENTER CONUSA OR END, or
ENTER MUSARC OR END, or
ENTER DRC OR END, or
ENTER UIC OR END

USER:

Table 36–6A
Execution procedures to obtain Army Reserve vacancy reports—Continued

1. Enter the appropriate identification code. If the code is a one-digit number, it must be preceded by a 0. For example, code number 6 is entered as 06.
2. Depress the carriage return key.

UVROLLUP: Displays the specified report and returns to the initial program prompt.
USER: N/A

```
PLEASE ENTER A MOS, ALL OR END
12C2
DISPLAY UNIT VACANCIES?  PLEASE ENTER Y, N, OR END
N
REPORTS CAN BE GENERATED BY:
              1.   MACOM - UIC
              2.   CONUSA - MUSARC - UIC
              3.   MUSARC - UIC
              4.   MUSARC - DRC - UIC
              5.   DRC - UIC
              6.   UIC

PLEASE ENTER A NUMBER OR END
6
ENTER UIC OR END
WAK7DOA
THE TOTAL NUMBER OF VACANCIES IS 37
PLEASE ENTER A MOS, ALL OR END
E
```

Figure 36–1. UVROLLUP report sample (vacancies not displayed)

```
PLEASE ENTER A MOS, ALL OR END
76C1
DISPLAY UNIT VACANCIES?  PLEASE ENTER Y, N, OR END
Y
REPORTS CAN BE GENERATED BY:
              1.   MACOM - UIC
              2.   CONUSA - MUSARC - UIC
              3.   MUSARC - UIC
              4.   MUSARC - DRC - UIC
              5.   DRC - UIC
              6.   UIC

PLEASE ENTER A NUMBER OR END
6
ENTER UIC OR END
WAK7DOA
        UNIT DESIGNATION:  0013 EN BN CO D (BRG) (-)

        REPORT OF UNIT VACANCIES FOR WAK7DOA AS OF 9/18/81

BON   PR   MOS4   GRD   SQI   ASI   LANG   SEC   SEX   DATE   CONTROL

       2   76C1    4     0                   F     M   8109   2080092
       2   76C2    4     0                   F     M   8109   2080648
        *************** END OF REPORT **********************

THE TOTAL NUMBER OF VACANCIES IS 2
PLEASE ENTER A MOS, ALL OR END
E
```

Figure 36–2. UVROLLUP report sample (vacancies displayed)

Section IV
OUTPUT DESCRIPTION

36–7. Output Description.

UVROLLUP produces reports of Reserve unit vacancies. The output data items are described below:

Table 36–2
UVROLLUP output description

Field Name	Field Label	Content Description
Bonus flag	BON(2)	This two-character code indicates the bonus status of the vacancy. Valid values are: 1. First character - Y=Bonus associated with MOS, N=Sonus not associated with MOS, 2. Second character - F=8onus for enlistment or reup, K=Bonus for reup only, N=No bonus.
Vacancy priority number	PR(1)	The number indicating the relative priority of the vacancy within the corresponding Reserve unit, 1 being the highest priority. This number is assigned by the Army Reserve commander.

Table 36–2
UVROLLUP output description—Continued

Field Name	Field Label	Content Description
MOS code	MOS4(4)	Military Occupational Specialty.
Pay grade	GRD(1)	Pay grade.
Special qualification identifier	SQI(1)	Code identifying a special qualification required by the unit vacancy. Valid values are: A - Technical Intelligence B - Unit Interpersonal Relations Worker C - CBR D - Civil Affairs Operations E - Northern Warfare Expert F - Flying Status G - Ranger H - Instructor I - Installer3 - Scuba K - Logistics NCOL - Linguist M - First Sergeant N - White House Communications Agency 0 - None P - Parachutist Q - Race Relations Instructor R - Research, Development, Test andEvaluation S - Special Forces T - Transition U - Track Personnel/Cargo Driver V - Range/Parachutist W - Psychological Warfare X - Drill Instructors Y - Pathfinder Z - Alcohol and Drug Abuse Program
Additional skill identifier	ASI(2)	The two-character code identifying the additional skill requirement of the unit vacancy. Refer to AR 611-201 for a list of valid skill identification codes and their corresponding titles.
Language identification code	LANG(2)	The two-character code identifying the unit vacancy's language skills requirement. See AR 611-6 for a list of valid language codes.

Table 36–2
UVROLLUP output description—Continued

Field Name	Field Label	Content Description
Security investigation status	SEC (1)	Valid values are: A - Favorable Background Investigation (BI) completed. B - Favorable National Agency Check (MAC) completed. C - Favorable Local Files Check (LFC) completed. D - Favorable LFC completed, plus two years of continuous active duty. E - Confidential. F - Favorable NAG completed, BI initiated but not completed. G - Favorable Entrance National Agency check (ENTNAC) completed. H - MAC completed; individual is PRP qualified. I - NAG completed; individual is not PRP qualified. J - Secret. K - Favorable LFC completed, NAC initiated but not completed. L - Top Secret. M - BI initiated but not completed. N - BI completed; individual is PHP qualified. 0 - BI completed; individual is not PRP qualified. P - ENTNAC initiated but not completed. Q - ENTNAC completed; individual is PRP qualified. R - ENTNAC completed; individual is not PRP qualified. S - Special Background Investigation (SBI)--performed and is certified for Special Intelligence (SI) access. T - SBI—Performed and is not certified for Sgecial Intelligence (SI) access. U - SBI—Performed and is certified for E/W Crypton Special Intelligence Assignment. V - SBI—Performed and is not currently certified for E/W Crypton Special Intelligence Assignment. W - None. X - No investigation initiated: or deletion of other codes from data base. Y - Ineligible for security clearance. Z - Review of DODNACC dossier required prior to security clearance determination.
Sex	SEX (1)	Sex code. F=Female. M=Male. X=No requirement
Unit vacancy date	DATE(5)	The date in on which the vacancy will arise, YY/MM format.
Unit vacancy control number		The seven-digit control number assigned to identify a particular unit vacancy.

36–7A. (Not used.)

(Paragraph not used.)

Section V
ERROR MESSAGES AND CORRECTION PROCEDURES

36–8. System Errors.

The following is a representative list of possible system errors. If any such error messages appear, call the KEYSTONE Branch immediately.

1. Any message which contains one of the following phrases:
   XXXX FILE NOT INCREMENTED
   XXXX FILE NOT DECREMENTED
   XXXX FILE NOT UPDATED
2. Any message which contains one of the following phrases:
   COUNTERS WOULD BECOME NEGATIVE

UNSUCCESSFUL UPDATE OF XXXXX
RESERVATIONS WOULD BECOME NEGATIVE

3. **** TRACE BACK ****

ENTRY POINT	ENTRY ADDRESS	RETURN ADDRESS
XXXXXXXX	ZZZZZZZZ	ZZZZZZZZ

4. ERROR: ON LUN=XXXXXX
VSAM ERROR RETURN CODE=XXXXXX
ACTION CODE=XXX
KEYS (IN HEX)=ZZZZZZZZ, ZZZZZZZZ
RECORD TYPE=XXX
SPARE VARIABLE X=XXXXXX
CALL KEYSTONE BRANCH
5. SYSTEM ERROR : INVALID XXXXX IN XXXX
: ILLEGAL XXXXXX
: OCCURRED IN XXX WHEN CALLING XXXX
: IN XXXXXX WHEN RUNNING XXXXX
: RETURNED BY XXXX
: ERROR IN XXXX
: XXXX NOT FOUND
: RECORD DESCRIPTOR HAS XXXXXXX RETURN CODE IS XX
: PLEASE CALL KEYSTONE BRANCH
6. ERROR : READING XxXxX
: INVALID XXXX INDICATOR IN SUBROUTINE XX
: XXX NOT FOUND ON XXXX FILE
: XXXXX ERROR-SUBROUTINE XXXXXX
: SIOXX-FOR KEY XXXXXX AND ACTION XXXX NUMREC=XXXXXXXX
: ILLEGAL XXXX PASSED TO XXXXXX
: BAD XXXX IN XXXXXX
: IN XXXXX - XXXXXX
: CANNOT FIND XXXX ON XXXXXX
7. FATAL ERROR - XXXXXX
8. SIOXX ERROR: XXXXXX
9. INVALID XXXXX IN SIOXX
10. INVALID VALUE FOR XXXXX IN XXXXXX
11. BAD RETURN FROM XXXX IN XXXXXX
12. PROBLEM WITH XXXX XXXX RECORD
VALIDATING XXXXXX IN XXXXXX
READING XXXXXXX
IN XXXXXX
13. UNABLE TO GET DATA FROM XXXXXX
VALIDATE XXXX - XXXXXX
DECODE XX TYPE XXXXXX
14. VSAM ERROR=XXXX ON LUN XXX
15. VMCF ERROR=XXXXXX FOR LUN XXX
16. NO SINK AVAILABLE FOR LUN XXX
17. KEY/RECORD DISAGREE, KEY=XXXXXX RECORD: XXXXX
18. FACTOR XXXXXX NOT IN DATA DICTIONARY (XXXX)
19. LOGIC ERROR: XXXXXX XXXXX
20. XXXXX IS OUT OF RANGE XXXX IS AN INVALID XXXXX FOR COMPONENT (XXXX)
21. THIS OPTION NOT AVAILABLE AT THIS TIME
ACTION IS XXXX
22. NO XXXXXX FOUND IN XXXXX
23. XXXXXX RECEIVED BY XXXX IS INCORRECT
24. $CTS ERROR IN XXXX ROUTINE

36–9. Operation Errors.

The following messages describe operation errors. With each message is included the corrective action to be taken for each error condition.

Table 36–9A
Operation Error Messages

MESSAGE: XXXXXXXX NO VACANCIES ON FILE **ACTION:** The specified units have no vacancies on file. Enter other unit identification code(s)or END.

Chapter 37
RPBCT PROGRAM

Section I
PROGRAM SUMMARY

37–1. Purpose.
The RPBCT program reports quota and reservation data by week and month for BCT, BT or BT3 training and a user-specified range of reception station dates. This information is reported for the National Guard, Army Reserve, and Active Army. Also, totals for all Army components are printed by week and month. The RPBCT report enables the user to monitor quota and reservation data for a specific type of training and by Army component. This information assists the user in determining if adjustments are necessary to the established quotas.

37–2. Applicability.
The RPBCT program is accessed by the following user groups:

a. REQUEST/RETAIN Branch
b. Accession Management Branch
c. OCAR
d. FORSCOM

37–3. Options.
RPBCT provides the user with the options of defining the start and end date of the report and the type of training (BT, BCT or BT3) for which the report will be generated.

Section II
INPUT REQUIREMENTS

37–4. Data Items.
The RPBCT program requires the user to enter a range of reception station dates to be reported and to specify the type of training to be reported: BCT, BT, or BT3.

1. Start date. Enter the first reception station date in the desired range in DD/MM/YY format, including the slashes. If only the start date is entered, the program reports data for that week only.

2. End date. Enter the last reception station date in the desired range in DD/MM/YY format, including the slashes. If only the end date is entered, the program reports data for every week from the beginning of the file up to and including the end date.

3. Report name (Training type). Enter BCT to report basic combat training data; enter BT to report basic training data; or enter BT3 to report data on the three-week basic training course without AIT.

37–4A. (Not used.)
(Paragraph not used.)

Section III
PROGRAM OPERATION

37–5. Initiation Procedures.
After completing the sign-on procedures described in Appendix B, the system prints the following message:

ENTER PROGRAM NAME, “LIST” OR “OFF”

The user enters RPBCT and depresses the carriage return key. The program is now ready to communicate with the user.

37–6. Procedures.

Follow the procedures described below to obtain the RPBCT report. See figure 37–1 for a sample report.

Table 37–6A
Procedures to obtain the RPBCT report

RPBCT: REPORT OF BCT, BT, BT3 RESERVATIONS FOR REPS (WEEKLY AND MONTHLY TOTALS)
START DATE /END DATE
USER:
1. Enter the desired start and end dates directly under the corresponding data item title.
2. Depress the carriage return key.

RPBCT: ENTER REPORT NAME -- BCT, BT, BT3?
USER:
1. Enter the name of the type of report desired: BCT, BT or BT3.
2. Depress the carriage return key.

RPBCT: Prints the report as specified, and prompts: NEW REPORT (Y OR N)?
USER:
1. Enter Y to obtain another report and repeat the procedures above, or enter N to terminate the program.
2. Depress the carriage return key.

REPORT OF BCT, BT, BT2/BT3 RESERVATIONS FOR REPS (WEEKLY AND MONTHLY TOTALS)

START DATE/END DATE
15/10/82 31/11/82 ENTER REPORT NAME--BCT, BT, BT3? BCT

BCT RESERVATION REPORT

DATE	NG QUOTA	NG RESER	AR QUOTA	AR RESER	AA QUOTA	AA RESER	**TOTALS** QUOTA	**TOTALS** RESER
16/10/78	940	13	155	20	3000	170	4095	203
23/10/78	940	17	155	17	3000	113	4095	147
30/10/78	940	40	155	30	3001	328	4096	398
OCT TOTALS	2820	70	465	67	9001	611	12286	748
6/11/78	940	34	155	20	3000	351	4095	405
13/11/78	940	15	155	15	3000	226	4095	256
20/11/78	940	7	155	7	3000	183	4095	197
27/11/78	940	10	155	10	3000	156	4095	176
NOV TOTALS	3760	66	620	52	12000	916	16380	1034
4/12/78	940	8	155	8	3000	139	4095	155

NEW REPORT (Y OR N)? N

Figure 37–1. RPBCT sample report

Section IV
OUTPUT DESCRIPTION

37–7. Output.

The RPBCT report lists quota and reservations data by week and month for a user specified type of training and range of reception station dates. The weekly and monthly totals are provided for the National Guard, Army Reserve, and Active Army. Also grand totals for all Army components are included. Only one type of training is reported at a time.

37–7A. (Not used.)

(Paragraph not used.)

Section V
ERROR MESSAGES AND CORRECTION PROCEDURES

37–8. System Errors.

The following is a representative list of possible system errors. If any such error messages appear, call the REQUEST/RETAIN Branch immediately.

1. Any message which contains one of the following phrases:
   XXXX FILE NOT INCREMENTED
   XXXX FILE NOT DECREMENTED
   XXXX FILE NOT UPDATED
2. Any message which contains one of the following phrases:
   COUNTERS WOULD BECOME NEGATIVE
   UNSUCCESSFUL UPDATE OF XXXXX
   RESERVATIONS WOULD BECOME NEGATIVE
3. **** TRACE BACK ****
   ENTRY POINT ENTRY ADDRESS RETURN ADDRESS
   XXXXXXXX ZZZZZZZZ ZZZZZZZZ
4. ERROR: ON LUN=XXXXXX
   VSAM ERROR RETURN CODE=XXXXXX
   ACTION CODE=XXX
   KEYS (IN HEX)=ZZZZZZZZ, ZZZZZZZZ
   RECORD TYPE=XXX
   SPARE VARIABLE X=XXXXXX
   CALL REQUEST/RETAIN BRANCH
5. SYSTEM ERROR : INVALID XXXXX IN XXXX
   : ILLEGAL XXXXXX
   : OCCURRED IN XXX WHEN CALLING XXXX
   : IN XXXXXX WHEN RUNNING XXXXX
   : RETURNED BY XXXX
   : ERROR IN XXXX
   : XXXX NOT FOUND
   : RECORD DESCRIPTOR HAS XXXXXXX RETURN CODE IS XX
   : PLEASE CALL REQUEST/RETAIN BRANCH
6. ERROR : READING XXXXX
   : INVALID XXXX INDICATOR IN SUBROUTINE XX
   : XXX NOT FOUND ON XXXX FILE
   : XXXXX ERROR-SUBROUTINE XXXXXX
   : SIOXX-FOR KEY XXXXXX AND ACTION XXXX NUMREC=XXXXXXXX
   : ILLEGAL XXXX PASSED TO XXXXXX
   : BAD XXXX IN XXXXXX
   : IN XXXXX - XXXXXX
   : CANNOT FIND XXXX ON XXXXXX
7. FATAL ERROR - XXXXXX
8. SIOXX ERROR: XXXXXX
9. INVALID XXXXX IN SIOXX
10. INVALID VALUE FOR XXXXX IN XXXXXX

11. BAD RETURN FROM XXXX IN XXXXXX
12. PROBLEM WITH XXXX XXXX RECORD
    VALIDATING XXXXXX IN XXXXXX
    READING XXXXXXX
    IN XXXXXX
13. UNABLE TO GET DATA FROM XXXXXX
    VALIDATE XXXX - XXXXXX
    DECODE XX TYPE XXXXXX
14. VSAM ERROR=XXXX ON LUN XXX
15. VMCF ERROR=XXXXXX FOR LUN XXX
16. NO SINK AVAILABLE FOR LUN XXX
17. KEY/RECORD DISAGREE, KEY=XXXXXX RECORD: XXXXX
18. FACTOR XXXXXX NOT IN DATA DICTIONARY (XXXX)
19. LOGIC ERROR: XXXXXX XXXXX
20. XXXXX IS OUT OR RANGE XXXX IS AN INVALID XXXXX FOR COMPONENT (XXXX)
21. THIS OPTION NOT AVAILABLE AT THIS TIME
    ACTION IS XXXX
22. NO XXXXXX FOUND IN XXXXX
23. XXXXXX RECEIVED BY XXXX IS INCORRECT
24. $CTS ERROR IN XXXX ROUTINE

37–9. Operation Errors.

There are no operation error messages for the RPBCT program.

Chapter 38
UVRESERV PROGRAM

Section I
PROGRAM SUMMARY

38–1. Purpose.

The UVRESERV program provides In-Service recruiters and MTAs with the capacity to search current Army Reserve unit vacancy files, to match a Service Member to a unit vacancy by Reserve unit identification number or resident zip code, and to make a tentative reservation against the unit vacancy list. A related capability enables the user to obtain administrative data (address, etc.) about a particular Reserve unit.

38–2. Applicability.

The UVRESERV program is accessed by the following user groups:

a. KEYSTONE Branch
b. Accession Management Branch
c. USAREC
d. OCAR
e. FORSCOM
f. ARCOM
g. CONUSAs

38–3. Functions.

a. Lookup function The Lookup function enables the in-service recruiter or MTA to access the Army Reserve unit vacancy file and obtain a list of unit vacancies which match either or both of two primary keys. The keys, the Reserve unit identification code, and the Service member's zip code operate to restrict the search for vacancies to 1) a specific unit and, 2) to any unit within reasonable commuting distance of the Service Member's resident address. Either or both keys may be entered. When both are entered, the search for a unit vacancy by specific unit is followed by the search for a unit vacancy according to reasonable commuting distance. Additionally, the user may input the Service Member's military occupational specialty, which further restricts the search to vacancies with matching MOS codes. Up to ten vacancies are listed at once. Up to ten additional vacancies are listed in response to the user prompt 'MORE'. In this manner, up to one hundred vacancies may be displayed, at which point the program returns to the beginning prompt. See figure 38–1.

b. Reservation function. The Reservation function of the program enables the user to reserve a Reserve unit vacancy for the Service Member. The user will enter the UIC of the Reserve unit and the control number of the vacancy displayed in LOOKUP mode. A temporary reservation will be made and the vacancy is removed from the list. The Reservation function will request the Service Member's social security number, name, Reserve enlistment date, date of arrival at the Reserve unit, the user's recruiter identification and credit code, the procurement program number appropriate to the Service Member's status, sex, unit vacancy grade, the specified unit's major US Army command, military occupational specialty, phone number, street, city, state address, and zip code. See figure 38–2.

c. Unit data information lookup function. The Unit data function enables the user to display administrative data that pertains to a user-entered UIC. The Unit data function output data items are described in table 38–5. See figure 38–3.

38–4. Options.

The UVRESERV program offers the user the choice of four options which serve to display newly entered data, confirm its correctness, change data or terminate processing. These options are described in table 38–1.

Table 38–1
UVRESERV user options in Reservation mode

User Option	Function
Display	Enter D to display newly-input data.
Change	To change a newly-input data item, enter C. The program will repeat the line of data just entered. Under the appropriate headings, make the necessary changes, keeping within the slashes. See figure 38-2.
OK	Enter O or OK to confirm the reservation as entered and receive the following message: RESERVATION CONFIRMED ON XX/XX/XX.
END	Enter END to terminate program.

Section II
INPUT REQUIREMENTS

38–5. Lookup Ddata Iinput Items.

The Lookup function of the UVRESERV program requires the user to input the zip code of the Service Member's stateside resident address and/or the unit identification code of the Reserve unit for which the Service Member has indicated a preference. It is optional that the user input the Military Occupational Specialty of the Service Member. See paragraph 38–4 for a description of these optional fields. Table 38–2 describes the valid data items for the Lookup function.

Table 38–2
UVRESERV Lookup input data items

Field Name	Field Label	Content Description
Zip code	ZIP	Enter the five-digit code of Service Member's resident address.
Unit Identification code	UIC	Enter the seven-character Unit Identification code of Reserve unit to be sought by LOOKUP.
Military Occupational Specialty	MOS	Enter the four-character code of Service Member's current Military Occupational Specialty.

38–6. Reservation Data Input Items.

The Reservation function requires the user to input all of the data items requested by the function prompts. These data items are described and listed in Table 38–3.

Table 38–3
UVRESERV Reservation Input Data Items

Field Name	Field Label	Content Description
Unit Identification code	UIC	Enter the seven-character Unit Identification Code, beginning with "W", of the Reserve unit in which the desired vacancy exists.
Unit Vacancy Control Number	CONTROL	Enter the seven-digit Reserve Unit Control number which references the desired vacancy as indicated in the Lookup function vacancy list.
Social Security Number	SOC SEC #	Enter the nine-digit Service Member's social security number without slashes.
Name	NAME	Enter the Service Member's name, using up to 17 characters, last name first, comma, first name or abbreviation of the first name, and middle initial, period.
Army Reserve Enlistment Date	ENLIST	Enter the Service Member's Army Reserve enlistment date in DD/MM/YY format including the slashes.
Reserve Unit Arrival Date	UV ARDAT	Enter the date in DD/MM/YY format on which the Service Member will arrive at the designated Army Reserve Unit.
Recruiter ID	REC ID	Enter the recruiter's five-character identification cede.
Credit code	CREDT	Enter the four-character code specifying region, District Recruiting Command and recruiting area of user.
Program Procurement number	PPN	Enter the three-digit program procurement number appropriate to Service Member's status.
Service member's sex	SX	M or F.
Unit vacancy grade	UV GRADE	Enter the pay grade of the unit vacancy in question.
Major U.S. Army Command	MUSARC	Enter the two-digit code identifying the specified unit's major U.S. Army Command.
Military Occupational Specialty	MOS	Enter military occupational specialty of unit vacancy in question.
Telephone number	PHONE NO	Enter the Service Member's ten-digit area code and telephone number, without hyphens.
Street address and city	STR CTY	Enter the Service Member's home address, including street and city.
Zip code	ZIP CODE	Enter the Service Member's five-digit home zip code.
State	STATE	Enter the Service Member's two-letter home state abbreviation.

38–7. Unit Data Input Items.

The Unit data lookup function requires only that the user enter the seven-character Unit Identification Code (UIC) of the Reserve unit about which information is desired.

Section III
PROGRAM OPERATION

38–8. Initiation Procedures.

a. After following the sign-on procedures in Appendix B, the system prompts:

ENTER PROGRAM NAME, LIST OR OFF.

The user enters UVRESERV and depresses the carriage return key.

Table 38–8A
Initiation Procedures

UVRESERV: LOOKUP, RESERVATION, UNIT DATA OR END?
USER:
1. Enter L for the LOCKUP mode.
2. Enter R for the Reservation mode.

Table 38–8A
Initiation Procedures—Continued

3. Enter U for the Unit data mode.
4. Enter E to terminate the program.
5. Depress the carriage return key.

b. See paragraph 38–9 for Lookup execution procedures, and paragraph 38–10 for reservation execution procedures. For unit data execution procedures, the user enters the seven-character Unit Identification Code.

38–9. Lookup Execution Procedures.

Follow the procedures below to locate a Reserve unit vacancy. The user must enter the Service Member's zip code and/or the unit identification code of the desired Reserve unit. See figure 38–1 for a sample.

Table 38–9A
Lookup execution procedures to locate a Reserve unit vacancy

UVRESERV: ZIP / UIC /MOS / OR END

USER:

1. Keeping within the bounds set by the slashes, enter the Service member's zip code, and/or the unit identification code of the desired Reserve unit and the Service Member's MOS, or enter E to terminate the program.
2. Depress the carriage return key.

UVRESERV: Under the following headings, the program will now display a list of up to ten Reserve unit vacancies which satisfy the requirements of the user's Lookup data items.

UNIT
PRIO BON PR UIC MOS4 GRD SQI ASI LANG SEC SEX DATE
CONTROL
The program then prompts:
MORE, RESERVATION, OR END?

USER:

1. Enter M to display up to ten additional vacancies meeting the same Lookup criteria, or enter R to begin the program's Reservation function, or enter E to terminate the program.
2. Depress the carriage return key.

```
LOOKUP, RESERVATION, UNIT DATA OR END?  L
 ZIP  /  UIC  /MOS /
20910  WABCDEF 71L1
UNIT
PRIO BON PR  UIC    MOS4  GRD SQI ASI LANG SEC SEX DATE CONTROL
 1    Y  1 WABCDEF 71L1    4  0   EL  CN   A   M  8110 1234567
            COMMENTS:  ANY TYPIST
 1    Y  2 WABCDEF 71L1    3  0   EL   X   X      8110 1234567
MORE, RESERVATION, OR END?  E
```

Figure 38–1. UVRESERV sample Lookup procedure (Only two of the actual ten vacancy examples given are shown here)

38–10. Reservation Execution Procedures.

Follow the procedures below to make a tentative reservation against a vacancy listed by the Lookup function. See figure 38-2 for a sample.

Table 38–10A
Reservation execution procedures to make a tentative reservation against a vacancy listed by the Lookup function

UVRESERV: UIC /CONTROL/OR END
USER:
1. Enter the unit identification code and the control number of the vacancy as listed by the Lookup function, or E to terminate the program.
2. Depress the carriage return key.

UVRESERV: SOC SEC # /NAME /ENLIST/UV ARDAT/REC ID/
USER:
1. Enter the nine-digit social security number; the Service Member's name; the enlistment date in DD/MM/YY format, including the slashes; the unit vacancy arrival date in DD/MM/YY format, including the slashes; and the nine-digit recruiter identification number, keeping all responses within the slashes.
2. Depress the carriage return key.

UVRESERV: DISPLAY(D), CHANGE(C), OK(O), OR END(E)
USER:
1. Enter D to display, C to charge, OK to confirm, or E to terminate the program. See table 38-3 for a description of user options.
2. Depress the carriage return key.

UVRESERV: CREDT/PPN/SX/UV GRADE/MUSARC/MOS/
USER:
1. Enter the service member's four-character credit code; three-digit program procurement number; sex; one-digit unit vacancy grade; two-digit major USA command; and military occupational specialty, keeping all responses within the slashes.
2. Depress the carriage return key.

UVRESERV: DISPLAY(D), CHANGE(C), OK(O), OR END(E)
USER: See same prompt above for procedures.

UVRESERV: PHONE NO/STR, CTY
USER:
1. Enter the service member's ten-digit area code and phone number, and street and city names, keeping within the slashes.
2. Depress the carriage return key.

UVRESERV: DISPLAY(D), CHANGE(C), OK(O), OR END(E)
USER: See same prompt above for procedures.

UVRESERV: ZIP CODE/STATE/
USER:
1. Enter the service member's five-digit zip code, and state, keeping within the slashes.
2. Depress the carriage return key.

UVRESERV: DISPLAY(D), CHANGE(C), OK(O), OR END(E)
See same prompt above for procedures.

UVRESERV: RESERVATION CONFIRMED ON 15/11/82
LOOKUP, RESERVATION, UNIT DATA OR END?
USER: See paragraph 38-8 for procedures.

```
LOOKUP, RESERVATION, UNIT DATA OR END? R
UIC    /CONTROL/  OR END
WQ1MAAA 3304605
 SOC SEC*  / NAME                          / ENLIST    / UV ARDAT  / REC ID    /
 111111111   DOE JOHN                        15/11/82    17/11/83    102304454
 DISPLAY(D), CHANGE(C), OK(O), OR END(E) C
 SOC SEC*  / NAME                          / ENLIST    / UV ARDAT  / REC ID    /
 111111111   DOE JOHN                        15/11/82    17/11/82    1023004454
             DOE JOHN, F
 DISPLAY(D), CHANGE(C), OK(O), OR END(E) D
 SOC SEC*  / NAME                          / ENLIST    / UV ARDAT  / REC ID    /
 111111111   DOE JOHN, F                     15/11/82    17/11/82    102304454
 DISPLAY(D), CHANGE(C), OK(O), OR END(E) O
 CREDT / PPN / SX / UV GRADE / MUSARC / MOS  /
3E3E     778  M    1             50     11B1
 DISPLAY(D), CHANGE(C), OK(O), OR END(E) O
 PHONE NO  / STR CTY
301555-0011 2 ELEM ST, ELMIRA
 DISPLAY(D), CHANGE(C), OK(O), OR END(E) O
 ZIP CODE / STATE /
11111       NY
 DISPLAY(D), CHANGE(C), OK(O), OR END(E) O
RESERVATION CONFIRMED ON 15/11/82
LOOKUP, RESERVATION, UNIT DATA OR  END? E
```

Figure 38–2. UVRESERV sample Reservation procedure

```
LOOKUP, RESERVATION, UNIT DATA OR END?  U
ENTER UIC OR END
WAK7DOA
UIC      /UNIT DESIGNATION          /STREET ADDRESS          /CITY       /ST
WAK7DOA  0013 EN BN CO D (BRG) (-)  BLDG T-14 E GARR FTORD  MONTEREY    CA

ZIP      /TELEPHONE    /BON/PRI/MUSARC       /CODE/CONUSA/DRC/COMMENTS
93941     2012875454     N   5  078 DIVI TNG  04     01   11

ENTER UIC OR END
END
```

Figure 38–3. UVRESERV sample Unit data lookup sample

Section IV
OUTPUT DESCRIPTION

38–11. Output.

The UVRESERV program displays vacancy lists from the Reserve unit vacancy file while in Lookup mode and reflects user input data while in Reservation mode as a function of the display or change options. While in Unit data mode, administrative information such as the unit's address and telephone number is displayed. The Unit data output is described in Table 38–5. The Lookup mode output contents are described in Table 38–4.

Table 38–4
UVRESERV Lookup mode output description

Field Name	Field Label	Content Description
Unit priority	UNIT PRIO(1)	priority of the Reserve unit which has the corresponding vacancy, one being top priority.
Bonus flag	BON(2)	This two-character code indicates the bonus status of the vacancy. Valid values are: 1. First character — Y=Bonus associated with MOS; N=No bonus associated with MOS. 2. Second character — F=Bonus for enlistment or reup; K=Ponus for reup only; N=No bonus.
Vacancy priority number	PR	The number indicating the relative priority of the vacancy within the corresponding Reserve unit as assigned by the Reserve commander, 1 being the highest priority.
Unit identification code	UIC	Code associated with Reserve unit which has vacancy in question.
MOS code	MOS4	Military occupational specialty of unit vacancy in question.
Pay grade	GRD	Pay grade of unit vacancy in question.
Special qualification identifier	SQI	Code identifying special qualification required by unit vacancy in question. Valid values are: A Technical Intelligeree B Unit Interpersonal Relations Worker C CBR D Civil Affairs Operations K Northern Warfare Expert F Flying Status G Rarger H Instructor I Installer J Scuba K Logistics NCO L Linguist M First Sergeant N White House Communications Agency 0 None P Parachutist Q Race Relations Instructor R Research, Development, Test and Evaluation 5 Special Forces T Transition U Track Personnel/Cargo Driver V Range/Parachutist W Psychological Warfare X Drill 3nstructor Y Pathfinder Z Alcohol and Drug Abuse Program
Additional skill identifier	ASI	The two character code identifying the additional skill requirement of the unit vacancy in question. See AR 611-201 for a complete list of valid codes.
Language identification code	LANG	The two character code identifying the unit vacancy's language skills requirement. See AR 611-6 for valid values.

Table 38–4
UVRESERV Lookup mode output description—Continued

Field Name	Field Label	Content Description
Security investigation status	SEC	Valid values are: A Favorable Background Investigation (BI) completed. B Favorable National Agency Check (f4AC) completed. C Favorable Local Files Check (LFC) completed. D Favorable LFC completed, plus two years of continuous active duty. E Confidential. F Favorable NAC completed, BI initiated but not completed. G Favorable Entrance National Agency check (ENTNAC) completed. H NAC completed; individual is PRP qualified. I NAC completed; individual is not PRP qualified. J Secret. K Favorable LFC completed, NAC initiated but not completed. L Top secret. M BI initiated but not completed. N BI completed; individual is PRP qualified. 0 BI completed; individual is not PRP qualified. P ENTNAC initiated but not completed. Q ENTNAC completed; individual is PRP qualified. R ENTNAC completed; individual is not PRP qualified. S Special Background Investigation (SBI)—performed and is certified for Special Intelligence (SI) access. T SBI—Performed and is not certified for Special Intelligence (SI) access. U SBI—Performed and is certified for E/W Crypton Special Intelligence Assignment. V SBI—Performed and is not currently certified fcr E/W Crypton Special Intelligence Assignment. W None. X No investigation initiated: or deleticn of other codes from data base. Y Ineligible for security clearance. Z Review of DODNACC dossier required prior to security clearance determination.
Sex	SEX (1)	Sex code F=Female. M=Male. X=No requirement.
Unit vacancy date	DATE(5)	The date in YY/MM format on which the vacancy will arise.
Unit vacancy control number	CONTROL(7)	The seven digit control number assigned to reference a particular unit vacancy.

Additionally, there may appear in the Lookup mode output comments such as, COMMENTS: ANY TYPIST, which indicate the importance of the vacancy and indicate a candidate's qualifications.

Table 38–5
UVRESERV Unit data function output data items

Field Name	Field Label	Content Description
Unit identification code	UIC	The seven-character identifying code of the specified unit.
Unit designation	UNIT DESIGNATION	The Army description of the specified unit.
Street address	STREET ADDRESS	The specified unit's street address.
City	CITY	The specified unit's municipality.
State	ST	The state in which the unit is located.
Zip code	ZIP	The specified unit's five-digit zip code.

Table 38–5
UVRESERV Unit data function output data items—Continued

Field Name	Field Label	Content Description
Telephone number	TELEPHONE	The specified unit's tel phone number, including its three-digit area code.
Bonus flag	BON	The one-character flag indicating whether or not a bonus is associated with this unit's vacancies. F=bonus for enlistment or reup, K=bonus For enlistment only, lank=no bonus.
Unit priority number	PRI	This one digit numter indicates the relative priority assigned to the unit, 1 being top priority.
MUSARC	MUSARC	The 12-digit code identifying the specii ied unit's major USA command.
MUSARC code	CODE	The two-digit code identifying the MUSARC described in MUSARC.
Continental US Army	CONUSA	The one-digit code identifying the unit's CONUSA.
District recruiting command	DRC	The two-digit code identifying the specified unit's DRC.
Comments	COMMENTS	This field may or may not contain comments relevant to the specified unit.
Combat Priority Code	CPC	A one-digit integer (1-7) rating the probability of the unit being in a combat role.

38–4A. (Not used.)

(Paragraph not used.)

Section V
ERROR MESSAGES AND CORRECTION PROCEDURES

38–12. System Errors.

The following is a representative list of possible system errors. If any such error messages appear, call the KEYSTONE Branch immediately.

1. Any message which contains one of the following phrases:
   XXXX FILE NOT INCREMENTED
   XXXX FILE NOT DECREMENTED
   XXXX FILE NOT UPDATED
2. Any message which contains one of the following phrases:
   COUNTERS WOULD BECOME NEGATIVE
   UNSUCCESSFUL UPDATE OF XXXXX
   RESERVATIONS WOULD BECOME NEGATIVE
3. **** TRACE BACK ****
   ENTRY POINT ENTRY ADDRESS RETURN ADDRESS
   XXXXXXXX ZZZZZZZZ ZZZZZZZZ
4. ERROR: ON LUN=XXXXXX
   VSAM ERROR RETURN CODE=XXXXXX
   ACTION CODE=XXX
   KEYS (IN HEX)=ZZZZZZZZ, ZZZZZZZZ
   RECORD TYPE=XXX
   SPARE VARIABLE X=XXXXXX
   CALL KEYSTONE BRANCH
5. SYSTEM ERROR : INVALID XXXXX IN XXXX
   : ILLEGAL XXXXXX
   : OCCURRED IN XXX WHEN CALLING XXXX
   : IN XXXXXX WHEN RUNNING XXXXX
   : RETURNED BY XXXX
   : ERROR IN XXXX

: XXXX NOT FOUND
: RECORD DESCRIPTOR HAS XXXXXXX RETURN CODE IS XX
: PLEASE CALL KEYSTONE BRANCH

6. ERROR : READING XXXXX
: INVALID XXXX INDICATOR IN SUBROUTINE XX
: XXX NOT FOUND ON XXXX FILE
: XXXXX ERROR-SUBROUTINE XXXXXX
: SIOXX-FOR KEY XXXXXX AND ACTION XXX NUMREC=XXXXXXXX
: ILLEGAL XXXX PASSED TO XXXXXX
: XXXX IN XXXXXX
: IN XXXXX - XXXXXX
: CANNOT FIND XXXX ON XXXXXX
7. FATAL ERROR - XXXXXX
8. SIOXX ERROR: XXXXXX
9. INVALID XXXXX IN SIOXX
10. INVALID VALUE FOR XXXXX IN XXXXXX
11. BAD RETURN FROM XXXX IN XXXXXX
12. PROBLEM WITH XXXX XXXX RECORD
VALIDATING XXXXXX IN XXXXXX
READING XXXXXXX
IN XXXXXX
13. UNABLE TO GET DATA FROM XXXXXX
VALIDATE XXXX - XXXXXX
DECODE XX TYPE XXXXXX
14. VSAM ERROR=XXXX ON LUN XXX
15. VMCF ERROR=XXXXXX FOR LUN XXX
16. NO SINK AVAILABLE FOR LUN XXX
17. KEY/RECORD DISAGREE, KEY=XXXXXX RECORD: XXXXX
18. FACTOR XXXXXX NOT IN DATA DICTIONARY (XXXX)
19. LOGIC ERROR: XXXXXX XXXXX
20. XXXXX IS OUT OF RANGE XXXX IS AN INVALID XXXXX FOR COMPONENT (XXXX)
21. THIS OPTION NOT AVAILABLE AT THIS TIME
ACTION IS XXXX
22. NO XXXXXX FOUND IN XXXXX
23. XXXXXX RECEIVED BY XXXX IS INCORRECT
24. $CTS ERROR IN XXXX ROUTINE
25. XERROR IN GETVAL CALL IN DTDICT.

26. XERROR IN CALL TO TRN141 IN DTDICT TO GET HCPC.

38–13. Operation Errors.

The following list contains possible operation errors and the correct action to be taken for each.

Table 38–13
Operation Error Messages

MESSAGE:
1. -REQUIRED FACTOR XXXXXXXXXXXX
2. -ILLEGAL VALUE OF FACTOR XXXXXXXXXXXX
3. -ILLEGAL DATE OR FACTOR XXXXXXXXXXXX
4. -NO BLANK OUT FOR REQUIRED FACTOR XXXXXXXXXXXX
5. -ILLEGAL FACTOR NAME
6. ILLEGAL DATE
IMPROPER ANSWER
7. -ILLEGAL FACTOR NAME
8. -ONLY FIRST XX CHAR(S) USED
9. -ILLEGAL DATE
10. -FACTOR VALUE MAY NOT BE CHANGED AT THIS TIME
11. -FACTOR VALUE MUST BE INTEGER
12. -FACTOR VALUE EXCEEDS LIMIT XXXXXXXXX
13. -RESTRICTED FACTOR
14. -NO BLANK OUT FOR REQUIRED FACTOR

Table 38–13
Operation Error Messages—Continued

15. XXXXX IS AN INVALID UIC
16. XXXXX IS AN INVALID ZIP CODE
17. YOU MUST ENTER EITHER A ZIP, A UIC OR BOTH
18. XXXX IS AN INVALID MOS
19. -NON-NUMERIC VALUE OF FACTOR XXXXXXXXXXXX
20. -VALUE EXCEEDS XXXXXXXXX FOR FACTOR XXXXXXXXXXXX
21. -ILLEGAL DATE FOR XXXXXXXXXXXX

ACTION: The above error messages all refer to errors made by the user in entering data or in leaving required fields blank. Verify the data and reenter it in the proper format.

MESSAGE: NO UNIT VACANCIES FOUND FOR THIS SEARCH
ACTION: There are no vacancies on file that match the input search criteria. Begin again.

MESSAGE: XXXXXXXXXXXXXXXXX NOT FOUND
ACTION: Enter a new UIC and control number or end the program.

MESSAGE: SORRY, THE RECRUIT ALREADY HAS RESERVATION FOR THE VACANCY YOU WANTED
ACTION: The desired reservation has been found to already have been made. Duplicate reservations are not allowed. Begin again.

MESSAGE: XXXXXXXX IS NOT ON THE UIC FILE, NO DATA AVAILABLE
ACTION: The specified UIC does not exist on the UIC file. Enter a new UIC or END.

MESSAGE: NO MORE UNIT VACANCIES SATISFY YOUR SEARCH CRITERIA
ACTION: This is an information message. In response to selecting the MORE option, the system has noted that the described condition exists.

MESSAGE: UNIT NOT AUTHORIZED TO FEMALES
ACTION: The unit in question has a too-high combat probability to be open to females. The user will have to select another unit.

MESSAGE: MOS ON UNIT VACANCY NOT AUTHORIZED TO MALES
ACTION: The MOS selected for the individual is not open to males. The user will have to select another MOS.

MESSAGE: MOS ON UNIT VACANCY NOT AUTHORIZED FOR FEMALES
ACTION: The MOS selected for the individual is not open to females. The user will have to select another MOS.

MESSAGE: RECRUIT RECORD ALREADY EXISTS FOR SSN XXXXXXXXX
ACTION: This record has failed a duplicate SSN check. One already exists.

Chapter 39
UVREPORT PROGRAM

Section I
PROGRAM SUMMARY

39–1. Purpose.

1. The UVREPORT program enables the user to obtain a complete list of unreserved vacancies for a specified Reserve unit. This report may be used in conjunction with the UVRESERV program to enable the applicant to make a judgement on a reservation.

2. Note, however, that the output of the UVREPORT program does not include any data regarding the proximity of a Reserve unit to the candidate's residence (see the UVRESERV user manual for a description of the method used to obtain a list of unit vacancies within reasonable commuting distance of a candidate's resident address).

39–2. Applicability.

The UVREPORT program is accessed by the following user groups:

a. KEYSTONE Branch
b. Accession Management Branch
c. USAREC
d. OCAR

e. FORSCOM
f. ARCOMs

39–3. Options.
The UVREPORT program allows management users the option of generating a batch report of all unit vacancies. The field user may only generate unit vacancy reports one unit at a time.

Section II
INPUT REQUIREMENTS

39–4. Data Items.
The sole data item for the UVREPORT program is the unit identification code (UIC) of the Reserve unit for which the user wishes to list unit vacancies. The UIC is a seven-character code. An invalid UIC will return the user to the prompt: ENTER UIC OR END (see paragraph 39–6.)

39–4A. (Not used.)
(Paragraph not used.)

Section III
PROGRAM OPERATION

39–5. Initiation Procedures.
After completing the sign-on procedures described in Appendix B, the system prints the following message:

NTER PROGRAM NAME, 'LIST', OR 'OFF'

Enter UVREPORT and depress the carriage return key. The program is now ready to communicate with the user.

39–6. Procedures.
Follow the procedures described below to obtain a list of unit vacancies for a specific Reserve unit.

Table 39–6A
Procedures to obtain a list of unit vacancies for a specific Reserve unit

UVREPORT: BATCH REPORT (Y/N)?
USER:
1. Enter Y to receive a report of all the vacancies on the system.
2. Enter N to proceed to the next prompt.
3. Depress the carriage return key. (This prompt will be issued for Management.)

UVREPORT: ENTER UIC OR END
USER:
1. Enter the seven-character unit identification code of the Reserve unit in question.
2. Depress the carriage return key.

UVREPORT: The program will print a list of all the vacancies in the specified unit, and again prompt: ENTER UIC OR END
USER:
1. Enter another unit identification code or enter E to terminate the program.
2. Depress the carriage return key.

```
ENTER UIC OR END:   WQ7LAAA

              REPORT OF UNIT VACANCIES FOR WQ7LAAA AS OF 10/11/82

UIC      /UNIT DESIGNATION          /STREET ADDRESS        /CITY        /ST
WQ7LAAA  0342 ARMY POSTAL DET       2405 REDMOND CIR       ROME         GA

ZIP     /TELEPHONE    /BON/PRI/MUSARC        /CODE/CONUSA/DRC/COMMENTS
30161    4042326116    F   1   081 USAR CMD   07    01    3A  PERFER NPS

UNIT
PRIO   BON   PR   MOS4   GRD   SQI   ASI   LANG   SEC   SEX   DATE   CONTROL

  1     F    6    71L1    4     0     F5           W     X    8309   6313717
            COMMENTS:  PERFER NPS
     ********** END OF REPORT **********

ENTER UIC OR END:   END
```

Figure 39–1. UVREPORT program sample

Section IV
OUTPUT DESCRIPTION

39–7. Output description

The UVREPORT program prints a list of unit vacancies in the user-specified Reserve unit which contains the data items described in table 39–1.

Table 39–1
UVREPORT output data items

Field Name	Field	Content Description
Unit priority number	UNIT PRIO (1)	The relative priority assigned to the Reserve unit, 1 being top priority.
Bonus flag	BON (2)	The bonus status of the vacancy. Valid values are: 1. First character - Y=Bonus associated with MOS, N=Bonus not associated with MOS. 2. Second character - F=Bonus for enlistment or reup, K=Bonus for reup only, Blank=No bonus.
Unit vacancy priority number	PR (1)	The relative priority of the vacancy within the Reserve unit, 1 being top priority.
Military occupational specialty code	MOS4 (4)	The MOS code indicating the specialty required by the unit vacancy.
Pay grade code	GRD (1)	The code indicating the pay grade associated with the unit vacancy.

Table 39–1
UVREPORT output data items—Continued

Field Name	Field	Content Description
Special qualification identifier	SQI (1)	The code indicating the special qualification associated with the unit vacancy. A Technical Intelligence B Unit Interpersonal Relations Worker C CBR D Civil Airairs Operations E Northern Warefare Expert F Flying Status G Rarger H Instructor I Instailer J Scuba K Logistics NCO L Linguist N First Sergeant N White House Communications Agency 0 None P Parachutist Q Race Relations Instructor R Research Development, Test, and Evaluation S Special Forces T Transition U Track Personnel/Cargo Driver V Ranger-Parachutist W Psychological Warfare X Drill Instructor Y Pathfinder Z Alcohol and Drug Abuse Program
Additional skills identifier	ASI (1)	The one-character code identifying the additional skills required by the unit vacancy. Refer to AR 611-201 for valid skill identifier codes and their corresponding titles.
Language skill code	LANG (2)	The two-character code indicating the language skill required by the unit vacancy. See AR 611-6 for a list of valid language skill codes.

Table 39–1
UVREPORT output data items—Continued

Field Name	Field	Content Description
Security investigation status	SEC (1)	The one-character code indicating the security investigation status required by the unit vacancy: A Favorable Backgrourd Investigation (BI) completed. B Favorable Naticnal Agency Check (NAC) competed. C Favorable Local Files Check (LFC) completed. D Favorable LFC completed, plus two years of continuous activity duty. E Confidential. F Favorable NAC completed, BI initiated but not complete. G Favorable Entrance National Agency Check (ENTNAC) completed. H NAC completed; individual is PRP qualified. I NAC completed; individual is not PRP qualified. J Secret. K Favorable LFC completed, NAC initiated but not completed. L Top Secret. M BI initiated but not completed. N BI completed; individual is PRP qualified. O BI completed; individcal is not PRP qualified. P ENTNAC initiated but not completed. Q ENTNAC completed; individual is PRP qualified. R ENTNAC completed; individual is not PRP qualified. S Special Background Investiagtion (SBI)—Performed and is certified for Special Intelligence (SI) access. T SBI—Performed and is not certified for Special Intelligence (SI) access. U SBI—Performed and is certified for EW/Crypton Special Intelligence (SI) assignment. V SBI—Performed and is not currently certified for EA/Crypton Special Intelligence (SI) assignment. W None. X No investigation initiated: or deletion of other codes from data base. Y Ineligible for security clearance. Z Review of DODNACC dossier required prior to security clearance determination.
Sex code	SEX (1)	The code indicating the gender requirement of the unit vacancy. F=Female. M=Male. X=No gender requirement.
Availability date	DATE (4)	The date in YYMM format indicating the month and year the vacancy will arise.
Comments	COMMENTS (48)	A message indicating any additional requirements of the unit vacancy.
Unit vacancy control number	CONTR3 (7)	The seven-digit number which identifies the particular vacancy.

39–7A. (Not used.)

(Paragraph not used.)

Section V
ERROR MESSAGES AND CORRECTION PROCEDURES

39–8. System Errors.

The following is a representative list of possible system errors. If any such error messages appear, call the KEYSTONE Branch immediately.

1. Any message which contains one of the following phrases:
   XXXX FILE NOT INCREMENTED

XXXX FILE NOT DECREMENTED
XXXX FILE NOT UPDATED

2. Any message which contains one of the following phrases:
   COUNTERS WOULD BECOME NEGATIVE
   UNSUCCESSFUL UPDATE OF XXXXX
   RESERVATIONS WOULD BECOME NEGATIVE
3. **** TRACE BACK ****

ENTRY POINT	ENTRY ADDRESS	RETURN ADDRESS
XXXXXXXX	ZZZZZZZZ	ZZZZZZZZ

4. ERROR: ON LUN=XXXXXX
   VSAM ERROR RETURN CODE=XXXXXX
   ACTION CODE=XXX
   KEYS (IN HEX)=ZZZZZZZZ, ZZZZZZZZ
   RECORD TYPE=XXX
   SPARE VARIABLE X=XXXXXX
   CALL KEYSTONE BRANCH
5. SYSTEM ERROR : INVALID XXXXX IN XXXX
   : ILLEGAL XXXXXX
   : OCCURRED IN XXX WHEN CALLING XXXX
   : IN XXXXXX WHEN RUNNING XXXXX
   : RETURNED BY XXXX
   : ERROR IN XXXX
   : XXXX NOT FOUND
   : RECORD DESCRIPTOR HAS XXXXXXX RETURN CODE IS XX
   : PLEASE CALL KEYSTONE BRANCH
6. ERROR: READING XXXXX
   : INVALID XXXX INDICATOR IN SUBROUTINE XX
   : XXX NOT FOUND ON XXXX FILE
   : XXXXX ERROR-SUBROUTINE XXXXXX
   : SIOXX-FOR KEY XXXXXX AND ACTION XXXX NUMREC=XXXXXXXX
   : ILLEGAL XXXX PASSED TO XXXXXX
   : BAD XXXX IN XXXXXX
   : IN XXXXX - XXXXXX
   : CANNOT FIND XXXX ON XXXXXX
7. FATAL ERROR - XXXXXX
8. SIOXX ERROR: XXXXXX
9. INVALID XXXXX IN SIOXX
10. INVALID VALUE FOR XXXXX IN XXXXXX
11. BAD RETURN FROM XXXX IN XXXXXX
12. PROBLEM WITH XXXX XXXX RECORD
    VALIDATING XXXXXX IN XXXXXX
    READING XXXXXXX
    IN XXXXXX
13. UNABLE TO GET DATA FROM XXXXXX
    VALIDATE XXXX - XXXXXX
    DECODE XX TYPE XXXXXX
14. VSAM ERROR=XXXX ON LUN XXX
15. VMCF ERROR=XXXXXX FOR LUN XXX
16. NO SINK AVAILABLE FOR LUN XXX
17. KEY/RECORD DISAGREE, KEY=XXXXXX RECORD: XXXXX
18. FACTOR XXXXXX NOT IN DATA DICTIONARY (XXXX)
19. LOGIC ERROR: XXXXXX XXXXX
20. XXXXX IS OUT OF RANGE XXXX IS AN INVALID XXXXX FOR COMPONENT (XXXX)
21. THIS OPTION NOT AVAILABLE AT THIS TIME
ACTION IS XXXX
22. NO XXXXXX FOUND IN XXXXX
23. XXXXXX RECEIVED BY XXXX IS INCORRECT
24. $CTS ERROR IN XXXX ROUTINE

39–9. Operation Errors.

The following messages indicate an operation error. The action to be taken is described immediately after each message below.

Table 39–9A
Operation Error Messages

MESSAGE: ENTER UIC OR END **ACTION:** An invalid UIC will produce this message. Enter a valid seven-character unit identification code.
MESSAGE: NO VACANCIES ON REPORT FOR: XXXXXXXXX **ACTION:** There are no vacancies to be reported for the specified UIC. Enter another UIC or END.
MESSAGE: UIC XXXXXXXX IS NOT ON THE UIC FILE **ACTION:** The user has entered a valid but inoperative UIC code. Check the UIC and enter a correct code.

Chapter 40
RUQUOT PROGRAM

Section I
PROGRAM SUMMARY

40–1. Purpose.

The RUQUOT program enables users to report and update AIT (Advanced Individual Training) class quotas on the Quota file for a variety of Army components, enlistment types, MOSs, and class types. Because the RUQUOT program provides users with the capability of processing such a wide variety of AIT class aggregations, the program 1s designed around eight operational structures to facilitate AIT quota processing. The nine structures in RUQUOT are as follows:

a. Quota Program Users. This structure enables users to report valid user IDs for the RUQUOT program, and the processing capabilities of those IDs. In addition to the report capability, management users have the capability to update the information controlled by this structure. The processing capabilities allowed by RUQUOT are LIMITED REPORT, REPORT, and UPDATE. LIMITED REPORT capability allows the user to access only the Weekly Limit Quotas report mode.

b. Sharing Window. This structure enables users to report and update the sharing window in number of days. The sharing window is the number of days prior to a RECSTA date within which individuals from an Army component that is closed out from an AIT class can reserve an AIT class seat. For example, an AIT class may be closed to Active Army individuals because the enrollment percentage for the component has been filled. The class may, however, have vacancies for Army Reserve individuals. If the sharing window is five days, this means that individuals from the Active Army component can fill the free Army Reserve spaces within five days of the beginning of the class.

c. Weekly Limit Quotas. Depending on the identity of the user, this structure enables users to report and/or update the maximum number of individuals who may take an AIT class. Users with LIMITED REPORT or REPORT capability may only access the Weekly Limit Quotas report mode. Users with UPDATE capability may also access the update mode. Within this structure, there is a wide variety of search criteria from which the user can select. Users can enter as single RECSTA (Reception Station) date or a range of RECSTA dates to be reported or updated. In addition, users can report or update quota totals for all enlistment types for each Army component; quota totals and a quota breakdown for each enlistment type within each Army component; and the individual Army component quotas for Active Army, Army Reserve or National Guard.

d. Individual Class Quotas. This structure provides users with the capability of reporting and updating individual AIT class quotas for a single RECSTA date or a range of RECSTA dates. Within this structure, there is a wide variety of search criteria from which the user can select. First, users can select regular AIT classes, in-unit AIT classes, multi-location AIT classes or all types of AIT classes. Next, users can select an AIT class for one MOS, a list of MOS codes, a range of MOS codes, all MOSs, one CMF (Career Management Field) or one staff identification code. Finally, users can select from totals only quotas, which will report or update individual AIT class quotas aggregated for all Army components; Active Army quotas only; Army Reserve quotas only; National Guard quotas only; or all components, which will report or update individual AIT class quotas for each Army component.

e. Retrainee Window. This structure enables users to report and update the retrainee window in number of days. The retrainee window indicates how many days prior to the start of an AIT class a retrainee (an individual who has failed one AIT class) may be eligible to fill an unreserved seat in the class.

f. Retrainee Percent. This structure provides the user with the capability of reporting and updating the percent of retrainees who may be admitted to an AIT class once the retrainee window is open.

g. Status Indicator. This structure provides the user with the capability of reporting and updating the status (open or closed) of certain enlistment types and particular MOSs, CMFs (Career Management Fields), staff IDs, or Skill Clusters. The user may limit this Status Indicator function to certain class types and AIT dates. The NGPROG, ARPRDG, or AAPROG programs may be used to report and update the status of a certain MOS for an entire fiscal year.

h. Help Information. This structure provides the user with the key to reading the Combined Status Code field in the Individual Class Quota structure (d. above). This field contains the status codes for all components and enlistment types. The Help Information structure explains the heading representations (N, P, I, C, R, 1, 2) and their values (0, 1, 2, 3) used in this field.

i. Replicate Fine Tuning Switch. This structure provides the user with the capability to change the fine tuning switches for specific class types from ON/Y (annual), ON/C (class), and ON/M (manual) to OFF. Also the switches may be changed from OFF to ON/Y and ON/C. If ON/C is selected, the user may also enter fine tuning percentages.

40–2. Applicability.

The RUQUOT program is accessed by the following user groups:

a. DCSOPS/DCSPER
b. TRADOC
c. KEYSTONE Branch
d. USAREC, OCAR and NGB: These users have LIMITED REPORT capability, and may access only the report mode of the Weekly Limit Quotas structure.
e. Accessions Management.

40–3. Functions.

RUQUOT has two functions. The program will report and update AIT class quotas for a variety of aggregations. In addition, the user may generate a report of user ID codes and the corresponding functions available to each user ID.

40–4. Options.

RUQUOT provides the user with several options.

a. In the Quota Program Users structure the user has the option to Add, Change, Delete, or End.

Add.Allows the user to enter new RUQUOT user identification numbers.
Change. Lets the user update the user type associated with an ID number.
Delete. Allows the user to erase an ID number from the user file.
End. Allows the user to erase all changes and exit the Quota Program User Structure.

b. In the Sharing Window and Retrainee Window structures, the user has the option to OK, Change, or End.

OK.Verifies an update and implements it on the system.
Change.Allows the user to change the information just entered.
End.Enables the user to exit to the next prompt. All updates are implemented on the system.

c. In the Weekly Limit Quotas and the Individual Class Quotas structures, the user has the option to Change File, Cancel Change, or End.

Change File.Implements all updates on the system.
Cancel Changes.Allows the user to erase all the changes made during that processing session. All information then appears as it was previous to the changes.
End.Also allows the user to erase all changes and exit to the next prompt. All information appears as it was prior to the update.

Section II
INPUT REQUIREMENTS

40–5. Data Items.

RUQUOT requires the user to enter the items described below in table 40–1.

Table 40–1
RUQUOT input data items

Field Name	Field Label	Content Description
Sharing window	NEW WINDOW(2)	Enter a number between 0 and 99 to represent the sharing window in days.
MOS code	MOS (4)	Enter the desired MOS code for the AIT class to be reported or updated.
Career Management Field	CMF (2)	Enter the desired CMF code for the AIT classes to be reported or updated.
Staff identification code	STAFF ID (2)	Enter the desired staff ID for the classes to be reported or updated.
Skill cluster	SKILL CLUSTER (2)	Enter the two-character skill cluster for the AIT classes to be reported or updated.
Start reception station date	START (8) DD/MM/YY	Enter the starting Monday RECSTA date in the range of classes to be reported or updated.
End reception station date	END DD/MM/YY (8)	Enter the ending Monday RECSTA date in the range of classes to be reported or updated.
Weekly limit quota	LIMIT (5)	Enter the desired weekly limit quota between 0 and 30000 for any or all components and enlistment types.
Advanced Individual Training date	AIT DATE (8)	Enter the desired AIT date ln DD/MM/YY format.
AIT follow-on date	AIT FOLL-ON (8)	Enter the desired Friday AIT follow-on date, if any, in DD/MM/YY format.
Class priority	CLASS PRI (2)	Enter a priority ranking for the class from 0 to 15.
Fine tuning indicator	FINE TUNE (4)	Enter ON/Y to signify that fine tuning percentages are on for yearly limits; enter ON/C to signify that fine tuning percentages are on for the class limits only; or enter OFF to signify that fine tuning is not being used.
Class number	CLASS NUMBER (12)	Enter the desired DLI number for the class.
Retrainee quota	RETRAINEE QUOTA (6)	Enter the desired quota for retrainees.
Shared seats for Active Army, Army Reserve and National Guard	SHARED SEATS AA AR NG (3)	Enter YES under any or all of the Army components to signify that when that component's yearly limit is met, individuals belongs to other components may fill that component's available training class seats. Enter NO under any or all of the c ponents to signify that individuals from other components may not fill available seats when the yearly limit is met.
Class quota	RQST QUOTA (5)	Enter the current class quota for the AIT class from 0 to 30000.
Fine tuning percentages	FT PCT (3)	If fine tuning is on, enter the desired fine tuning percentages from 0 to 100 for any or all enlistment types and Army components.
Open/closed indicator	OPEN (3)	Enter YES if the class is open to a certain Army component and enlistment type, or enter NO if the class is closed to that component or enlist type. (Note: the open/closed indicator operates independently of the quota indicator. The quota for an enlistment type could be set to zero, but the indicator can be set to YES to signify that individuals of that enlistment type can take the class. Likewise, the quota could be set at a certain number, but if the indicator is set to NO, individuals of that type may not take the class.)
Retrainee window	NEW WINDOW(2)	Enter a number from 0 to 99 to represent the retrainee window in days.

Table 40–1
RUQUOT input data items—Continued

Field Name	Field Label	Content Description
Unit name	UNIT NAME (4)	Enter a valid unit name. (Applies to in-unit processing only.)
AIT location name	LOCATION NAME(8)	Enter a valid AIT location name. (Applies to multi-loc processing only.)
Formal Training	FORMAL	Enter an X to indicate Formal class type, i.e., formal AIT training not associated with a unit.
In-unit Training	INUNIT	Enter X to specify In-unit class type. If an in-unit class type is picked, a training type must be specified.
Training Type	TRAINING	Training Type 1: Enter X under l to indicate train and retain, i.e., train in a unit and remain at that unit. Training Type 2: Enter X under 2 to indicate train and pass, i.e., train in one unit and work in another. Training Type 3: Enter X under 3 to specify both. This is a class type which has spaces for both training types one and two.
One Station Unit Training	OSUT	Receiving both BT and AIT at the same unit.
Male	MAL	Male class type or male status code heading.
Female	FEM	Female class type or female status code heading.
Active Army	AA	Active Army status code. Enter YES or NO to change the status of the entire Active Army.
Army Reserve	AR	Army Reserve status code. Enter YES or NO to change the status of the entire Army Reserve.
National Guard	NG	National Guard status code. Enter YES or NO to change the status of the entire National Guard.
Non Prior Service	NPS	Non-Prior Service Status code. Enter YES or NO to change both male and Female class types.
Prior Service	PS	Prior Service status code. Enter YES or NO to change both male and female class types.
Retrain	RET	Retrain status code. Enter YES or NC to change both male and female class types.
In-service	IS	In-service status code. Enter YES or NO to change oath male and female class types.
Split training options one and two	SP1 and SP2	Split training option status codes. Enter YES or NO to change both the male and female class types associated with a split training type.
On class report record RQST THRU SPl SP2 QTA XXX X X RES --- --- --- UNF --- --- ---		The values for the REQUEST quota for through tickets, Splitl and Split2 may be changed. The values for RES (reservation) and UNF (unfilled) are automatically calculated. See table 40–6 for the effect of updated values on other reported quota totals.
Scheduled input (for class records)	SCHED INPUT	This value may be updated. It has no effect upon quota calculations.

40–5A. (Not used.)

Not Used

Section III
PROGRAM OPERATION

40–6. Initiation Procedures.

After completing the sign-on procedures described in Appendix B, the system prints the following message:

ENTER PROGRAM NAME, “LIST” OR “OFF”

The user enters RUQUOT and depresses the carriage return key. The program is now ready to communicate with the user.

40–7. Procedures.

Follow the procedures described below to execute the RUQUOT program. Users with LIMITED REPORT capability should proceed directly to table 40–2 for Weekly Limit Quotas report mode procedures. Refer to figures 40–1 through 40–9 for sample RUQUOT output.

Table 40–7
Procedures to execute the RUQUOT program

REQUEST: DISPLAY QUOTA ITEMS LIST(Y), ENTER SELECTION, OR END(E)?

USER:

1. To obtain a list of the eight available structures, enter Y and proceed to the next prompt.
2. To process a desired structure, enter the corresponding selection key from the list below. Refer to the indicated sources for instructions specific to the selected structure.

Structure	Selection Key	Source
Quota Program Users	U	Paragraph 40-7(a)
Sharing Window	S	Paragraph 40-7(b)
Weekly Limit Quotas	W	Table 40-2
Individual Class Quotas	C	Table 40-3
Retrainee Window	R	Paragraph 40-7(c)
Retrainee Percent	T	Paragraph 40-7(d)
Status Indicator	I	Table 40-4
Help Information	H	Figure 40-9
Replicate Fine Tuning Switch	F	Table 40-5

3. To terminate processing, enter E.
4. Depress the carriage return key.

REQUEST: THE FOLLOWING ITEMS ARE CURRENTLY ON THE QUOTA LIST:

1) QUOTA PROGRAM USERS (U)
2) SHARING WINDOW (S)
3) WEEKLY LIMIT QUOTAS (W)
4) INDIVIDUAL CLASS QUOTAS (C)
5) RETRAINEE WINDOW (R)
6) RETRAINEE PERCENT (T)
7) STATUS INDICATOR (I)
8) HELP INFORMATION (H)
9) REPLICATE F. T. SWITCH (F)

ENTER SELECTION OR END(E)

USER:

1. To generate a list of valid user IDs and their processing capabilities, enter U or 1. Refer to section 40-7(a) for report generation procedures.
2. To process sharing window quotas, enter S or 2. Refer to section 40–7(b) for sharing window procedures.
3. To process weekly limit quotas, enter W or 3. Refer to table 40–2 for weekly limit quota procedures.
4. To process individual class quotas, enter C or 4. Refer to table 40–3 for individual class quota procedures.
5. To process retrainee windows, enter R or 5. Refer to section 40–7(c) for retrainee window quota procedures.
6. To process retrainee percent, enter T or 6. Refer to section 40–7(d) for retrainee percent procedures.
7. To process the status indicator, enter I or 7. Refer to table 40–4 for status indicator procedures.

Table 40–7
Procedures to execute the RUQUOT program—Continued

8. To generate help information regarding combined status codes, enter H or 8. Combined status codes are found in the fourth structure, Individual Class Quotas. Refer to figure 40–9 for a sample.
9. To process Fine Tuning switches for specific class types, enter 9 or F. Refer to table 40–5 for procedures.
10. Depress the carriage return key.

Table 40–7A
RUQUOT Quota Program Users

REQUEST: USER REPORT(R), ADD(A), CHANGE(C), DELETE(D), OR END(E).(Only Management users may add, change, or delete.)
USER:
1. Enter R to generate a report of user IDs of individuals who have access to RUQUOT. This report specifies the users processing capability.
2. Enter A to add a new user number. Proceed to paragraph 40–7(a–1).
3. Enter C to change a user type. Proceed to paragraph 40–7(a–2).
4. Enter D to delete a user number. Proceed to paragraph 40–7(a–3).
5. Enter E to terminate this structure.
6. Depress the carriage return key.

Table 40–7A(1)
RUQUOT Quota Program Users - Add User

REQUEST: ENTER USER NUMBER OR END(E)
USER:
1. Enter the new user number to add a user.
2. Enter (E) to return to the initial structure prompt.
3. Depress the carriage return key.

REQUEST: ENTER USER TYPE (REPORT(R) OR UPDATE(U)) OR END(E)
USER:
1. Enter the letter which corresponds with the processing capability to be assigned to the new user and depress the carriage return key. RUQUOT will confirm the addition of the new user and return to the initial structure prompt. See figure 40-1 for a sample user addition,
2. To terminate this structure without making the addition enter E.
3. Depress the carriage return key.

Table 40–7A(2)
RUQUOT Quota Program Users - Change User

REQUEST: ENTER USER NUMBER OR END(E)
USER:
1. Enter the number of the user whose type is to be changed.
2. Enter E to terminate this structure.
3. Depress the carriage return key.

REQUEST: CHANGE USER NUMBER XXX FROM (type 1) to (type 2)(C) OR END(E).
USER:
1. Enter C to complete the change. RUQUOT will print a confirmation message, and will return to the initial structure prompt. See figure 40-1 for a sample change.
2. Enter E to terminate this structure without making the change.
3. Depress the carriage return key.

Table 40–7A(3)
RUQUOT Quota Program Users - Delete User

REQUEST: ENTER USER NUMBER OR END(E)
USER:

Table 40–7A(3)
RUQUOT Quota Program Users - Delete User—Continued

1. Enter the ID number of the user to be deleted.
2. Enter E to exit this structure.
3. Depress the carriage return key.

REQUEST: DELETE USER (User number)(User type)(D) OR END(E)

USER:

1. Enter D to delete the user indicated and depress the carriage return key. RUQUOT will print a confirmation message and return to the initial program prompt. See figure 40-1 for a sample deletion.
2. Enter E and depress the carriage return key to end this structure without making the deletion.

Table 40–7B
RUQUOT Sharing Window processing procedures

REQUEST: SHARING WINDOW
ENTER REPORT(R), UPDATE(U), OR END(E):

USER:

1. To report the sharing window, enter R. RUQUOT prints the sharing window in days. The program then repeats the initial structure prompt.
2. To update the sharing window, enter U. Proceed to the following prompt.
3. To return to the first prompt without further processing, enter E.
4. Depress the carriage return key.

REQUEST: ENTER NEW WINDOW, OR END(E):

USER:

1. To change the sharing window, enter a new sharing window between 0 and 99, inclusive. RUQUOT displays the new sharing window.
2. To exit to the previous prompt without updating the sharing window, enter E.
3. Depress the carriage return key.

REQUEST: OK (O), CHANGE(C) OR END(E)?

USER:

1. To change the new sharing window, enter C. RUQUOT prompts the user for a new sharing window number.
2. To verify that the new sharing window is valid, enter O. Return to the initial program prompt.
3. To return to the initial program prompt, enter E.(The new sharing window is accepted by RUQUOT.)
4. Depress the carriage return key.

Table 40–2
RUQUOT Weekly Limit Quotas procedures

	PROMPT/MESSAGE		RESPONSE	NEXT PROMPT
1	a) WEEKLY LIMITS REPORT(R), CHANGE(C) OR END(E)? b) WEEKLY LIMITS REPORT (R) OR END (E)?(Users with LIMITED REPORT capability will see prompt b since they do not have update capability.)	1.	To generate a report of weekly limit quotas, enter R.	2
		2.	To update weekly limit quotas, enter C. This option is not available to users with LIMITED REPORT capability.	4
		3.	To return to the initial program prompt without further processing, enter E.	
		4.	Depress the carriage return key.	
2	RECSTA DATES MUST BE BETWEEN XX/XX/XX AND XX/XX/XX. ENTER RECSTA DATES OR END(E):START END DD/MM/YY DD/MM/YY	1.	To generate a report for a single RECSTA date or a range of RECSTA dates, enter the desired RECSTA dates. Return to the initial program prompt.	3
		2.	To exit the prompt without generating a report, enter E.	
		3.	Depress the carriage return key.	
3	TOTALS ONLY(T), ALL COMPONENTS(C), AA(A)f-AR(R), NG(G) OR END(E)?	1.	To generate a report of weekly AIT class quota totals, enter T. Return to the initial program prompt.	

Table 40–2
RUQUOT Weekly Limit Quotas procedures—Continued

	PROMPT/MESSAGE		RESPONSE	NEXT PROMPT
		2.	To generate a report of AIT class quotas for all Army components, enter C. Return to the initial program prompt.	
		3.	To generate a report of Active Army AIT class quotas only, enter A. Return to the initial program prompt.	
		4.	To generate a report of Army Reserve AIT class quotas only, enter R. Return to the initial program prompt.	
		5.	To generate a report of National Guard AIT class quotas only, enter G. Return to the initial program prompt.	
		6.	To exit the prompt without generating a report, enter C. Return to the initial program prompt.	
		7.	Depress the carriage return key.	
4	RECSTA DATES MUST BE BETWEEN XX/XX/XX AND XX/XX/XX. ENTER RECSTA DATES OR END(E): START END DD/MM/YY DD/MM/YY	1.	To update quotes for a single RECSTA date or a range of RECSTA dates, enter the desired RECSTA dates.	5
		2.	To return to the initial program prompt without updating anything, eraser E.	
		3.	Depress the carriage return key.	
5	TOTALS ONLY(T), ALL COMPONENTS(C), AA(A), AR(R), NG(G) or END(E)?	1.	To update AIT class quota totals, enter T.	6
		2.	To update AIT class quotes for all Away components, enter C.	6
		3.	To update All class quotas for Active Army only, enter A.	6
		4.	To update AIT class quotas for Army Reserve only, enter R.	6
		5.	To update AIT class quotas for National Guard only, enter G.	6
		6.	To return to the initial program prompt without changing anything, enter E.	
		7.	Depress the carriage return key.	
6	ENTER CHANGES UNDER CURRENT VALUES-(RUQUOT prints quotas line by line.)	1.	Enter the desired new quotas directly below the quotas to be changed. Do not enter anything below quotas that are not to be changed.	7
		2.	Depress the carriage return key	
7	CHANGE FILE(C), CANCEL CHANGE(N) OR END(E)?	1.	To implement the changes to the Quotafile, enter C. Return to the initial program prompt.	
		2.	To cancel the changes so that the quotas appear as they were previous to the changes, enter N or E. Return to the initial program prompt.	
		3.	Depress the carriage return key.	

Table 40–3
RUQUOT Individual Class Quotas procedures

	PROMPT/MESSAGE		RESPONSE	NEXT PROMPT
1	INDIV CLASS REPORT(R), CHANGE(C) OR END(E)?	1.	To report individual AIT classes, enter R.	2
		2.	To change information for individual AIT classes, enter C.	2
		3.	To exit the prompt without further processing, enter E.	20
		4.	Depress the carriage return key.	
2	REG., INUNIT, MULTI-LOC, ALL, (RECSTA(D)) (MOS(N) CLASSES, OR END	1.	To report or update regular AIT classes To report or update regular AIT classes (includes OSUT and non-OSUT), enter R.	3
		2.	To report or update classes taught in-unit, enter I.	3
		3.	To report or update multiply-taught classes, enter M.	3
		4.	To report all classes, enter A.	3
		5.	To exit the prompt without further processing, enter E.	20

Table 40–3
RUQUOT Individual Class Quotas procedures—Continued

	PROMPT/MESSAGE		RESPONSE	NEXT PROMPT
		6.	To report on update all recsta dates that pertain to a certain MOS enter 0.	15
		7.	To report or update all MOSs that pertain to certain RECSTA dates enter N.	15
		8.	Depress the carriage return key.	
3	ONE MOS(M), A LIST OF MOS CODES(L), A RANGE OF ICS CODES(R), ALL NOS CODES(A), ONE CMF(C), ONE STAFF ID(I), ONE SKILL CLUSTER(S) OR END(E)	1.	To report or update a single MOS code, enter M.	4
		2.	To report or update a list of MOS codes, enter L.	5
		3.	To report or update a range of MOSs, enter R.	7
		4.	To report or update all MOSs, enter A.	
			a. If in-unit processing was selected, RUQUOT goes to prompt 11.	11
			b. If multi-loc processing was selected, RUQUOT goes to prompt 12.	12
			c. If regular processing was selected, RUQUOT goes to prompt 13.	13
			d. If all class processing was selected, RUQUOT goes to prompt 14.	14
		5.	To report or update the MOSs within a CMF, enter C.	8
		6.	To report or update the MOSs within a staff ID, enter I.	9
		7.	To report or update the MOSs within a skill cluster, enter S.	10
		8.	To exit the prompt without further processing, enter E.	20
		9.	Depress the carriage return key.	
4	ENTER MOS		Enter the desired MOS code and depress the carriage return key.	
		1.	If in-unit processing was selected, RUQUOT goes to prompt 11.	11
		2.	If multi-loc processing was selected, RUQUOT goes to prompt 12.	12
		3.	If regular processing was selected, RUQUOT goes to prompt 13.	13
		4.	If all class processing was selected, RUQUOT goes to prompt 14.	14
5	ENTER MOS CODES BETWEEN SLASHES / / / / / /	1.	Enter the desired HOS codes between the slashes.	6
		2.	Depress the carriage return key.	
6	ENTER MORE MOS CODES (Y OR N)?	1.	If more MOSs are desired, enter Y.	5
		2.	If no more MOSs are desired, enter N.	
			a. If in-unit processing was selected, RUQUOT goes to prompt 11.	11
			b. If multi-loc processing was selected, RUQUOT goes to prompt 12.	12
			c. If regular processing was selected, RUQUOT goes to prompt 13.	13
			d. If all class processing was selected, RUQUOT goes to prompt 14.	14
7	START MOS/END MOS		Enter the desired start and end MOSs for the range of MOSs to be reported or updated, and depress the carriage return key.	
		1.	If in-unit processing was selected, RUQUOT goes to prompt 11.	11
		2.	If multi-lac processing was selected, RUQUOT goes to prompt 12.	12
		3.	If regular processing was selected, RUQUOT goes to prompt 13.	13
8	ENTER CMF:		Enter the desired CMF and depress the carriage return key.	
		1.	If in-unit processing was selected, RUQUOT goes to prompt 11.	11
		2.	If multi-lac processing was selected, RUQUOT goes to prompt 12.	12
		3.	If regular processing was selected, RUQUOT goes to prompt 13.	13

Table 40–3
RUQUOT Individual Class Quotas procedures—Continued

	PROMPT/MESSAGE		RESPONSE	NEXT PROMPT
		4.	If all class processing was selected, RUQUOT goes to prompt 14.	14
9	ENTER STAFF ID:		Enter the desired staff ID and depress the carriage return key.	
		1.	If in-unit processing was selected, RUQUOT goes to prompt 11.	11
		2.	If multi-lac processing was selected, RUQUOT goes to prompt 12.	12
		3.	If regular processing was selected, RUQUOT goes to prompt 13.	13
		4.	If all class processing was selected, RUQUOT goes to prompt 14.	14
10	ENTER SKILL CLUSTER:		Enter the desired skill cluster and depress the carriage return key.	
		1.	If in-unit processing was selected, RUQUOT goes to prompt 11.	11
		2.	If multi-lac processing was selected, RUQUOT goes to prompt 12.	12
		3.	If regular processing was selected, RUQUOT goes to prompt 13.	13
		4.	If all class processing was selected, RUQUOT goes to prompt 14.	14
11	ENTER UNIT NAME, 'ALL', OR END?	1.	To update or report classes for a specific unit, enter the desired unit name.	14
		2.	To update or report classes for all units, enter ALL.	14
		3.	To exit the prompt without further processing, enter E.	20
		4.	Depress the carriage return key.	
12	ENTER LOCATION NAME, 'ALL' OR END?	1.	To report or update classes for a specific AIT location, enter the desired location.	14
		2.	To generate a report for all locations enter ALL.	14
		3.	To exit the prompt without further processing, enter E.	20
		4.	Depress the carriage return key.	
13	MALE(M), FEMALE(F), NON-OSUT(N), ALL CLASSES(A), OR END(E)?	1.	If male AIT classes are desired, enter M.	14
		2.	If female AIT classes are desired, enter F.	14
		3.	If non-OSUT classes are desired, enter N.	
		4.	If all classes are desired, enter A.	14
		5.	To exit the prompt without further processing, enter E.	20
		6.	Depress the carriage return key.	
14	RECSTA DATES MUST BE BETWEEN XX/XX/XX and XX/XX/XX ENTER RECSTA DATES OR END(E): START END DD/MM/YY DD/MM/YY	1.	To update or report AIT class information, enter the start and end RECSTA dates for the range of dates to be processed.	15
		2.	To exit the prompt without further processing, enter E.	20
15	TOTALS(T), AA(A), AR(R), NG(G), ALL(L)f OR END(E)?	1.	To report or update AIT class quota totals, enter T.	
		2.	To report or update AIT class totals for Active Army only, enter A.	
		3.	To report or update AIT class quotas for Army Reserve only, enter R.	
		4.	To report or update AIT class quotas for National Guard, enter G.	
		5.	To report or update AIT class quotas for all Army components, enter L.	
			a. When in Report mode, RUQUOT prints the desired report and goes to prompt 20.	20
			b. When in Update mode, RUQUOT goes to prompt 16.	16
		6.	To exit the prompt without further processing, enter E.	20
		7.	Depress the carriage return key.	
16	CHANGE RECSTAS (Y, N) OR END(E)?	1.	To change RECSTA dates, enter Y. (Note: in general, RECSTA dates should only be changed if no reservations have been made for the class.)	17
		2.	If no change in RECSTA dates is desired, enter N.	17
		3.	To exit the prompt without further processing, enter E.	20
		4.	Depress the carriage return key.	

Table 40–3
RUQUOT Individual Class Quotas procedures—Continued

	PROMPT/MESSAGE		RESPONSE	NEXT PROMPT
17	ENTER CHANGES UNI3ER CURRENT VALUES, OR END(E):	1.	To change quota information, RUQUOT prints a line. Enter the changes directly under the information to be changed. Information that is to remain the same should be left blank. RUQUOT will print the same line with the incorporated changes and then will print the next line. Certain fields are calculated by RUQUOT and cannot be changed.	
			a. If a change in RECSTA dates was desired, RUQUOT goes to prompt 18.	18
			b. If no change in RECSTA dates was desired, RUQUOT goes to prompt 20.	19
		2.	To exit the prompt without further processing, enter E.	20
		3.	Depress the carriage return key.	
18	RECSTA IS XX/XX/XX ENTER NEW RECSTA DATE OR END(E)?	1.	To change the RECSTA date, enter the desired new RECSTA date.	19
		2.	To exit the prompt without further processing, enter E.	20
19	CHANGE FILE(V, N) OR END(E)?	1.	To implement the changes to the file, enter Y.	20
		2.	To erase all changes made to the file so that the data appears as it was previcus to the changes, enter N or E.	20
20	DISPLAY QUOTA ITEMS LIST(Y), ENTER SELECTION OR END(E)?	1.	Select and enter the desired structure.	
		2.	Depress the carriage return key.	

Table 40–7C.
RUQUOT Retrainee Window processing procedures

RUQUOT: RETRAINEE WINDOW:
ENTER REPORT(R), UPDATE(U), OR END(E)?
USER:
1. To generate the report of the retrainee window in days, enter R. RUQUOT prints the report and repeats this prompt.
2. To change the retrainee window, enter U.
3. To exit the prompt without further processing, enter E.
4. Depress the carriage return key.

RUQUOT: ENTER NEW WINDOW OR END(E):
USER:
1. To change the retrainee window, enter a desired window between 0 and 99.
2. To return to the previous prompt, without updating the retrainee window, enter E.
3. Depress the carriage return key.

RUQUOT: OK, CHANGE(C), OR END?
USER:
1. To change the new sharing window, enter C. RUQUOT then repeats the previous prompt for a new retrainee window.
2. To implement the new sharing window on the system, enter 0 or E.
3. Depress the carriage return key.

RUQUOT: DISPLAY QUOTA LIST(Y), ENTER SELECTION, OR END?
USER:
1. Select and enter the desired structure.
2. Depress the carriage return key.

Table 40–7D.
RUQUOT Retrainee Percent procedures

RUQUOT: RETRAINEE PERCENT IS XX ENTER CHANGE(C) OR END(E)
USER:

Table 40–7D.
RUQUOT Retrainee Percent procedures—Continued

1. Enter C to change the percentage of those to be retrained and proceed to the next prompt.
2. Enter E to terminate this structure.
3. Depress the carriage return key.

RUQUOT: ENTER NEW RETRAINEE PERCENT OR END(E)
USER:
1. Enter the new percent and proceed to the next prompt or enter E to exit this structure.
2. Depress the carriage return key.

RUQUOT: RETRAINEE PERCENT IS XX, ENTER CHANGE(C) OR END(E)
USER: Enter C to change the percent again or enter E to terminate the structure.

Table 40–4
RUQUOT Status Indicator procedures

	PROMPT/MESSAGE		RESPONSE	NEXT PROMPT
1	REPORT(R), CHANGE(C), UPDATE INSTRUCTION-S(I) OR END(E)	1.	Enter R to report the status of various class types.	2
		2.	Enter C to udpate the status of various class types.	2
		3.	Enter I to receive instructions on how to use the update function. See figure 40-8.	
		4.	Depress the carriage return key.	
2	PLACE AN “X” UNDER CLASS TYPES(S) DESIRED: FORMAL INUNIT TRAINING OSUT NON OSUT NON TYPE(S) MAL/FEM/OSUT//MAL/FEM/OSUT// 1/ 2 / 3	1.	Enter an X under the class type to be updated on reported. If an inunit class type is selected a training type must also be entered.	
		2.	Depress the carriage return key.	
3	ONE MOS(M), A LIST OF MOS CODES(L), A RANGE OF MOS CODES(R), ALL MOS CODES(A), ONE CMF(C), ONE STAFF ID(I), ONE SKILL CLUSTER(S) OR END(E)	1.	To report or update a single MOS code, enter M.	4
		2.	To report or update a list of MOS codes, enter L.	5
		3.	To report or update a range of MOSs, enter R.	7
		4.	To report or update all MOSs, enter A.	11
		5.	To report or update the MOSs within a CMF, enter C.	8
		6.	To report or update the MOSs within a staff ID, enter I.	9
		7.	To report or update the MOSs within a skill cluster, enter S.	10
		8.	To exit the prompt without further processing, enter E.	20
		9.	Depress the carriage return key.	
4	ENTER MOS		Enter the desired MOS code and depress the carriage return key.	11
5	ENTER MOS CODES BETWEEN SLASHES / / / / / /	1.	Enter the desired MOS codes between the slashes.	6
		2.	Depress the carriage return key.	
6	ENTER MORE MOS CODES (Y OR N)?	1.	If more MOSs are desired, enter Y.	5
		2.	If no more MOSs are desired, enter N.	11
		3.	Depress the carriage return key.	
7	START MOS/END MOS		Enter the desired start and end MOSs for the range of MOSs to be reported or updated, and depress the carriage return key.	11
8	ENTER CMF:		Enter the desired CMF and depress the carriage return key.	11
9	ENTER STAFF ID:		Enter the desired staff ID and depress the carriage return key.	11
10	ENTER SKILL CLUSTER:		Enter the desired skill cluster and depress the carriage return key.	11

Table 40–4
RUQUOT Status Indicator procedures—Continued

	PROMPT/MESSAGE		RESPONSE	NEXT PROMPT
11	ENTER RECSTA DATES OR END START END DD/MM/YY DD/MM/YY	1. 2. 3.	Enter the start and end RECSTA dates, with slashes, and under the letters, for the range of dates to be processed. Enter E to exit this structure. Depress the carriage return key.	12
12	AA(A), AR(R), NG(G), ALL(L) OR END?	1. 2.	Enter the letter which corresponds to the component desired or enter L to process all components. Depress the carriage return key. a. If the report mode was selected RUQUOT goes to prompt 14. b. If the change mode was selected RUQUOT goes to prompt 15. Enter E and depress the carriage return key to exit this structure.	 14 15
13	RUQUOT will print the desired MOS, CMF, staff ID, or skill cluster followed by a breakdown of enlistment types under which the status indicators are printed.	1.	RUQUOT will return to the initial program prompt.	
14	RUQUOT will print a headirg of enlistment types according to the previously entered component.	1. 2.	Enter a YES or NO under each enlistment type or sex category to be updated. A yes indicates open status, a no indicates closed, and a blank means no change. If an enlistment type is changed both sex categories associated with that type will automatically be updated also. After the desired updates have been made, depress the carriage return key.	16
15	RUQUOT displays a message indicating that the changes made will affect all of the MOSs, RECSTA dates, and class types which the user previously specified. It then prints the heading with the changes to be incorporated, followed by the prompt: CORRECT? (Y OR N)	1. 2.	Enter Y if the changes displayed are thosedesired and should be implemented. Enter N if the changes printed are not desired.	16 1
17	UPDATE COMPLETE			

Table 40–5
RUQUOT Fine Tuning Switch Replication procedures

	PROMPT/MESSAGE		RESPONSE	NEXT PROMPT
1	REPORT (R), CHANGE (C), UPDATE INSTRUCTIONS(I), OR END (E)?	1. 2. 3. 4. 5.	To get a report of the status of fine tuning switches, enter R. To change a fine tuning switch, enter C. To obtain updating instructions for the fine tuning switches, enter I. To leave this mode of operation, enter E. The program will return to the initial prompt. Depress the carriage return key.	2 2 1
2	PLACE AN “X” UNDER CLASS TYPE(S) OESIRED: FORMAL INUNIT TRAINING OSUT NON- OSUT NON- TYPE(S) MAL/FEM/OSUT//MAL/FEM/OSUT// 1/ 2 / 3	1. 2.	Enter an “X” under each class type you wish to have reported. Depress the carriage return key.	3
3	ONE MOS (M), A LIST OF MOS CODES (L), A RANGE OF MOS COOES (R), ALL MOS COOES (A), ONE CMF (C), ONE STAFF ID (I), ONE SKILL CLUSTER (S), OR END (E)	1. 2. 3. 4.	To report or change the Fine Tuning status switches for a single MOS, enter M. To report or change the Fine Tuning status switches for a list of MOSs, enter L. To report or change the Fine Tuning status switches for a range of MOSs, enter R. To report or change the Fine Tuning status switches for all MOSs, enter A.	4 5 7 11

Table 40–5
RUQUOT Fine Tuning Switch Replication procedures—Continued

	PROMPT/MESSAGE	RESPONSE	NEXT PROMPT
		5. To report or change the Fine Tuning status switches for a Career Management Field (CMF), enter C. 6. To report or change the Fine Tuning status switches for a staff ID, enter I. 7. To report or change the Fine Tuning status switches for a skill cluster, enter S. 8. To change the operation mode, enter E. 9. Depress the carriage return key.	8 9 10 1
4	ENTER MOS:	1. Enter the MOS code whose Fine Tuning switches you wish to report or change. 2. Depress the carriage return key.	11
5	ENTER MOS CODES BETWEEN THE SLASHES / / / / / / / / / / /	1. Enter all of the MOS codes whose Fine Tuning switches you wish to report or change. 2. Depress the carriage return key.	6
6	ENTER MORE MOS CODES (Y OR N)?	1. To add more MOS codes to the list of MOSs to have their Fine Tuning switches reported or changed, enter Y. 2. To indicate that the list of MOSs whose Fine Tuning switches are to be reported or changed is completed, enter N. 3. Depress the carriage return key.	5 11
7	START MOS/END MOS	1. Enter the two MOS codes to define the range of MOSs whose Fine Tuning switches are to be reported or changed. 2. Depress the carriage return key.	11
8	ENTER CMF:	1. To report or change the Fine Tuning switches for a CMF, enter the CMF code. 2. Depress the carriage return key.	11
9	ENTER STAFF ID:	1. To report or change the Fine Tuning switches associated with a particular staff ID, enter the staff ID. 2. Depress the carriage return key.	11
10	ENTER SKILL CLUSTER:	1. To report or change the Fine Tuning switches associated with a particular skill cluster, enter the skill cluster code. 2. Depress the carriage return key.	11
11	ENTER RECSTA DATES OR END (E) START END DD/MM/YY DD/MM/YY	1. To report Fine Tuning switches, enter the two RECSTA dates to define the date range. RUQUOT will display the report and return to the initial prompt. 2. To change Fine Tuning switches, enter the two RECSTA dates to define the date range. 3. To cancel the report or change, enter E. 4. Depress the carriage return key.	 12 1
12	ENTER FINE TUNING SWITCH VALUE OR END	1. To turn off the Fine Tuning switches over the defined rarge, enter OFF. 2. To turn on the switch, enter ON/Y for annual or ON/C for class. 3. To cancel the change, enter END. 4. Depress the carriage return key.	13 13 1
13	THE FINE TUNING SWITCH(ES) WILL BE SET FOR ALL MOS, FOR ALL RECEPTION STATION DATES, AND CLASS TYPES SPECIFIED ABOVE. IS THIS CORRECT? ENTER Y OR N	1. To indicate that the change is correct, enter Y. If GFF or ON/V were entered, RUQUOT will report the completion of the Update and return to the initial prompt. 2. If ON/C was entered RUQUOT will prompt for new class quota percentages. 3. To cancel the change, enter N. 4. Depress the carriage return key.	 14 1
14	PLEASE ENTER THE DESIRED PERCENTAGE FOREHCH FIELD BELOW. (NOTE: A BLANKENTRY WILL BE INTERPRETED AS 0%.) XX/NPS MAL FEW/PS MAL FEW/IS MAL FEM	1. Enter the new percentages beneath the appropriate field. RUQUOT will repeat entries for confirmation. 2. Depress the carriage return key.	15

Table 40–5
RUQUOT Fine Tuning Switch Replication procedures—Continued

	PROMPT/MESSAGE		RESPONSE	NEXT PROMPT
15	ARE THESE PERCENTAGES CORRECT? ENTER Y/N.	1.	To complete the udate with these percentages, enter Y. RUQUOT will allow updates to the next component or confirm the update and return the openirg prompt.	
		2.	To change percentages, enter N.	15
		3.	Depress the carriage return key.	

```
USER REPORT (R), ADD (A), CHANGE (C), DELETE (D), OR END (E) ?R

  USERID        TYPE
    115        UPDATE
    214        UPDATE
    215        UPDATE
    270        UPDATE
    271        UPDATE
    272        UPDATE
    280        UPDATE
    281        UPDATE
    282        UPDATE
    297        REPORT (ALL)
    500        REPORT (LIMITED)
    729        UPDATE
    731        REPORT (ALL)
    733        REPORT (ALL)
    800        UPDATE
    825        REPORT (ALL)
    833        REPORT (ALL)
    904        REPORT (ALL)
    910        REPORT (LIMITED)
    959        REPORT (ALL)

USER REPORT (R), ADD (A), CHANGE (C), DELETE (D), OR END (E) ?A

ADD USER -- ENTER USER NUMBER OR END (E) ?332

ENTER USR TYPE (REPORT (R) OR UPDATE (U) OR END (E) ?U
USER NUMBER 332 ADDED FOR UPDATE

USER REPORT (R), ADD (A), CHANGE (C), DELETE (D), OR END (E) ?C

CHANGE USER -- ENTER USER NUMBER OR END (E) ?332

CHANGE USER NUMBER 332 FROM UPDATE TO REPORT (C) OR END (E) ?C
USER NUMBER 332 CHANGED FROM UPDATE TO REPORT

USER REPORT (R), ADD (A), CHANGE (C), DELETE (D), OR END (E) ?D

DELETE USER -- ENTER USER NUMBER OR END (E) ?D
USER NUMBER 332 DELETED

USER REPORT (R), ADD (A), CHANGE (C), DELETE (D), OR END (E) ?E
```

Figure 40–1. RUQUOT Quota Program Users Report and Update procedures

```
ENTER SELECTION OR END(E)?S
SHARING WINDOW
ENTER REPORT(R), UPDATE(U), OR END(E):R

SHARING WINDOW:  0

SHARING WINDOW
ENTER REPORT(R), UPDATE(U), OR END(E):U

SHARING WINDOW:  0

ENTER NEW WINDOW, OR END(E):5
NEW WINDOW:  5

OK, CHANGE(C), OR END(E)?O
SHARING WINDOW
ENTER REPORT(R), UPDATE(U), OR END(E):E
```

Figure 40–2. RUQUOT Sharing Window Report and Update procedures.

```
WEEKLY LIMITS REPORT(R), CHANGE(C), OR END(E)  ?C

RECSTA DATES MUST BE BETWEEN 16/11/81 and 28/ 2/83.
ENTER RECSTA DATES OR END(E):
   START      END
 DD/MM/YY  DD/MM/YY
  8/ 3/82   8/ 3/82

TOTALS ONLY(T), ALL COMPONENTS(C), AA(A), AR(R), NG(G), OR END(E) ?G
ENTER CHANGES UNDER CURRENT VALUES

WEEKLY LIMITS AND RESERVATIONS FOR RECSTA WEEK 8/ 3/82

TOTALS

          AA      AR      NG     RET
 LIMIT  32767   32767   32767   32767
        30000           30000
        30000   32767   30000   32767
 FILL       0       0       0       0

CHANGE FILE(C), CANCEL CHANGE(N), OR END(E)  ?C

DISPLAY QUOTA ITEMS LIST(Y), ENTER SELECTION, OR END(E)?E
```

Figure 40–3. RUQUOT Weekly Limit Quotas Update mode with National Guard option

```
ENTER SELECTION OR END(4)

INDIV CLASS REPORT(R), CHANGE(C), OR END(E)  ?C

REGULAR(R), INUNIT(I), MULTI-LOC(M), OR ALL(A) CLASSES, OR END(E)  ?R

ONE MOS (M), A LIST OF MOS CODES (L), A RANGE OF MOS CODES (R),
ALL MOS CODES (A), ONE CMF (C), ONE STAFF ID (I), ONE SKILL CLUSTER (S), OR
END (E)M
ENTER MOS:
11B1

MALE(M), FEMALE(F), NON-OSUT(N), ALL CLASSES(A), OR END(E)  ?M

RECSTA DATES MUST BE BETWEEN 3/ 6/83 and 23/ 9/85.
ENTER RECSTA DATES OR END(E):
   START     END
 DD/MM/YY  DD/MM/YY
  2/ 1/84
TOTALS(T), AA(A), AR(R), NG(G), ALL(L), OR END(E)  ?T

CHANGE RECSTAS (Y,N), OR END(E)  ?N

ENTER CHANGES UNDER CURRENT VALUES, OR END(E):

INDIVIDUAL CLASS QUOTAS REPORT:

DATA FOR RECSTA DATE 2/ 1/84:

                                                COMBINED STAT CODES
 MOS    AIT      REC   AIT     AIT     CLS    AA      AR      NG        CLASS
     LOCATION    NUM   DATE   FOLL-ON  PRI   NPICR  NICR12  NICR12     NUMBER
11B1*             0   6/ 1/84          5    33313  131111  131111
11B1*             0   6/ 1/84          5    33313  131111  131111

                                                 RQST THRU  SP1    SP2   TOT
SHD SEAT FINE  RETRAINEE    SCHED ORIG  OTHER QTA   179     0      0   179 PCT
AA AR NG TUNE PCT QUOTA RES INPUT QUOTA QUOTA RES   130     0      0   130 FILL
N  N  N  ON/Y 46    43    0     0   179     0 UNF    49     0      0    49  73

CHANGE FILE(Y,N) OR END(E)  ?
N

DISPLAY QUOTA ITEMS LIST(Y), ENTER SELECTION, OR END(E)  ?E
```

Figure 40–4. RUQUOT Individual Class Quotas Update mode with regular report option

```
ENTER SELECTION OR END(E):  5
RETRAINEE WINDOW:
ENTER REPORT(R), UPDATE(U), OR END(E):R

RETRAINEE WINDOW:  4

RETRAINEE WINDOW:
ENTER REPORT(R), UPDATE(U), OR END(E):U

RETRAINEE WINDOW:  4

ENTER NEW WINDOW, OR END(E):5
NEW WINDOW:  5

OK, CHANGE(C), OR END(E)?O

RETRAINEE WINDOW:
ENTER REPORT(R), UPDATE(U), OR END(E):E
```

Figure 40–5. RUQUOT Retrainee Window Report and Update modes

```
ENTER SELECTION OR END (E)?  6

RETRAINEE PERCENT IS 15, ENTER CHANGE (C) OR END (E)? C

ENTER NEW RETRAINEE PERCENT OR END (E)? 16

RETRAINEE PERCENT IS 16, ENTER CHANGE (C) OR END (E)? E
```

Figure 40–6. RUQUOT Retrainee Percent Report and Update sample

```
REPORT (R), CHANGE (C), UPDATE INSTRUCTIONS (I), OR END (E)? R
PLACE AN "X" UNDER CLASS TYPE(S) DESIRED:
   FORMAL          INUNIT     TRAINING
  OSUT  NON-    OSUT  NON-  TYPE(S)
MAL/FEM/OSUT//MAL/FEM/OSUT//  1/ 2 / 3
X
ONE MOS (M), A LIST OF MOS CODES (L), A RANGE OF MOS CODES (R),
ALL MOS CODES (A), ONE CMF (C), ONE STAFF ID (I), ONE SKILL CLUSTER (S),
OR END (E) M
ENTER MOS:
11B1

ENTER RECSTA DATES OR END (E):
  START    END
DD/MM/YY DD/MM/YY
22/11/82

AA (A), AR (R), NG (G), ALL (L), OR END (E)? A

RECEPTION STATION DATE 22/11/82

MOS          AA  /NSP  MAL  FEM/PS   MAL  FEM/IS   MAL  FEM/RET  MAL  FEM
11B1  *      YES  YES  YES  YES YES  YES  YES YES  YES  YES YES  YES  YES

DISPLAY QUOTA ITEMS LIST (Y), ENTER SELECTION, OR END (E)? 7
REPORT (R), CHANGE (C), UPDATE INSTRUCTIONS (I), OR END (E)? C
PLACE AN "X" UNDER CLASS TYPES(S) DESIRED:
   FORMAL        INUNIT     TRAINING
  OSUT  NON-    OSUT  NON-   TYPE(S)
MAL/FEM/OSUT//MAL/FEM/OSUT// 1/ 2 / 3
X

ONE MOS (M), A LIST OF MOS CODES (L), A RANGE OF MOS CODES (R),
ALL MOS CODES (A), ONE CMF (C), ONE STAFF ID (I), ONE SKILL CLUSTER (S),
OR END (E) M
ENTER MOS:
11B1

ENTER RECSTA DATES OR END (E):
  START    END
DD/MM/YY DD/MM/YY
22/11/82

AA (A), AR (R), NG (G), ALL (L), OR END (E)? A

RECEPTION STATION DATE 22/11/82

             AA  /NSP  MAL  FEM/PS   MAL  FEM/IS   MAL  FEM/RET  MAL  FEM
                  NO                  NO                          NO
```

Figure 40–7A. RUQUOT Status Indicator Report and Update sample

```
THE FOLLOWING STATUS CODES WILL BE SET FOR ALL MOS,
FOR ALL RECEPTION STATION DATES, AND CLASS TYPES SPECIFIED ABOVE.

            AA  /NSP  MAL  FEM/PS   MAL  FEM/IS   MAL  FEM/RET  MAL  FEM
                 NO   NO   NO       NO                          NO

CORRECT (Y OR N)? Y
UPDATE COMPLETE.
```

Figure 40–7B. RUQUOT Status Indicator Report and Update sample - Continued

```
DISPLAY QUOTA ITEMS LIST (Y), ENTER SELECTION, OR END (E)? 7

REPORT (R), CHANGE (C), UPDATE INSTRUCTIONS (I), OR END (E)? I
STATUS CODE UPDATE INSTRUCTIONS.
TO CHANGE STATUS CODES TO OPEN ENTER "YES" UNDER THE CATEGORY HEADING.
TO CHANGE STATUS CODES TO CLOSED ENTER "NO".
A "NO" UNDER AA, AR, OR NG WILL CHANGE ALL STATUS CODES FOR
THAT COMPONENT TO CLOSED.
A "NO" UNDER A CATEGORY TOTAL, SUCH AS NPS, WILL CHANGE BOTH
MAL AND FEM OF THAT CATEGORY TO CLOSED.
A "YES" UNDER A COMPONENT HEADING OR A CATEGORY HEADING WILL HAVE NO EFFECT.

REPORT (R), CHANGE (C), UPDATE INSTRUCTIONS (I), OR END (E)? E
```

Figure 40–8. RUQUOT Quota Items update instructions

```
DISPLAY QUOTA ITEMS LIST (Y), ENTER SELECTION, OR END (E) ?H

                    COMBINED STATUS CODES

SAMPLE DISPLAY:   AA     AR     NG
                NPICR NICR12 NICR12
                01233 210032 130210

HEADING REPRESENTATION:
         N-NON-PRIOR SERVICE
         P-PRIOR SERVICE
         I-IN SERVICE
         C-CIVILIAN ACQUIRED SKILL
         R-RETRAINEE
         1-SPLIT ONE RESERVATION
         2-SPLIT TWO RESERVATION

VALUES:

         0-OPEN TO MALE OPEN TO FEMALE
         1-OPEN TO MALE, CLOSED TO FEMALE
         2-CLOSED TO MALE, OPEN TO FEMALE
         3-CLOSED TO MALE, CLOSED TO FEMALE

DISPLAY QUOTA ITEMS LIST (Y), ENTER SELECTION, OR END (E) ?E
```

Figure 40–9. RUQUOT Help Information sample

```
DISPLAY QUOTA ITEMS LIST (Y), ENTER SELECTION, OR END (E)? 9

REPORT (R), CHANGE (C), UPDATE INSTRUCTIONS (I), OR END (E)? R
PLACE AN "X" UNDER CLASS TYPE(S) DESIRED:
   FORMAL        INUNIT     TRAINING
  OSUT  NON-    OSUT  NON-   TYPE(S)
MAL/FEM/OSUT//MAL/FEM/OSUT// 1/ 2 / 3
 X
ONE MOS (M), A LIST OF MOS CODES (L), A RANGE OF MOS CODES (R),
ALL MOS CODES (A), ONE CMF (C), ONE STAFF ID (I), ONE SKILL CLUSTER (S),
OR END (E) M
ENTER MOS:
 11B1
```

Figure 40–10. RUQUOT Replicate Fine Tuning Switch sample

```
ENTER RECSTA DATES OR END (E):
  START     END
DD/MM/YY DD/MM/YY
 28/05/84 28/05/84

RECEPTION STATION DATE 28/ 5/84

 MOS TYPE FT SWITCH
11B1 *        ON/Y

DISPLAY QUOTA ITEMS LIST (Y), ENTER SELECTION, OR END (E) ? F

REPORT (R), CHANGE (C), UPDATE INSTRUCTIONS (I), OR END (E)? C
PLACE AN "X" UNDER CLASS TYPE(S) DESIRED:
   FORMAL          INUNIT      TRAINING
  OSUT  NON-     OSUT  NON-    TYPE(S)
MAL/FEM/OSUT//MAL/FEM/OSUT// 1/ 2 / 3
 X
ONE MOS (M), A LIST OF MOST CODES (L), A RANGE OF MOS CODES (R),
ALL MOS CODES (A), ONE CMF (C), ONE STAFF ID (I), ONE SKILL CLUSTER (S),
OR END (E)
 M
ENTER MOS:
 11B1

ENTER RECSTA DATES OR END (E):
  START     END
DD/MM/YY DD/MM/YY
 28/05/84 28/05/84

ENTER FINE TUNING SWITCH VALUE OR END OFF
THE FINE TUNING SWITCH(ES) WILL BE SET FOR ALL MOS, FOR ALL RECEPTION STATION
DATES, AND CLASS TYPES SPECIFIED ABOVE.

IS THIS CORRECT ENTER Y OR N: Y
UPDATE COMPLETE.

DISPLAY QUOTA ITEMS LIST (Y), ENTER SELECTION, OR END (E)? E
R;
```

Figure 40–10. RUQUOT Replicate Fine Tuning Switch sample - Continued

Section IV
OUTPUT DESCRIPTION

40–8. Output.

RUQUOT provides output in the format described in table 40–6.

Table 40–6
RUQUOT output data items

Field Name	Field Label	Content Description
User identification code	USERID	The valid user ID codes.
Processing capability	TYPE	The processing capabilities available to a user ID (update or report).
Sharing window	SHARING WINDOW	The number of days prior to an AIT class when the sharing window is available.
Quota limit	LIMIT	The weekly AIT class quota limit for each enlistment type, class type and Army component.
Reservations	FILL	The number of reserved spaces for each enlistment type, class type and Army component.
MOS code	MOS	The MOS to which the AIT class pertains. An asterisk (*) indicates a male OSUT skill, a plus sign (+) indicates a female OSUT skill.
AIT location	AIT LOCATION	The location where the AIT class is taught.
Record number	REC NUM	The record code number for the AIT class.
AIT date	AIT DATE	The date the AIT class begins.
AIT follow-on date	AIT FOLL-ON	Tne date the AIT follow-on class, if any, begins.
Class priority	CLASS PRI	The priority ranking of the class.
Class number	CLASS NUMBER	The class number.
Retrainee quota	RETRAINEE QUOTA	The class quota limit for retrainees.
Retrainee reservations	RESV	The number of retrainee reservations made for the class.
Retrainee percent	PCT	The number of retrainee reservations divided by the retrainee quota and multiplied by 100.
Shared seats indicator	SHARED SEATS	A Y indicates that shared seats are allowed for that component; an N indicates that shared seats are not allowed.
Fine tuning indicator	FINE TUNE	Indicates whether fine tuning is on or off. OFF=OFF fine tuning ON/M=manual fine tuning ON/Y=annual fine tuning ON/C=class fine tuning See table 40-6 for the fine tuning indicator's effect on calculations of quotas.
Combined status code	COMBINED STAT COD	Status code for all components and all enlistment types. See figure 40-9.
Original quota	ORIG QUOTA	The original quota for the class.
Other quota	OTHER QUOTA	The quota for personnel in categories other than those listed.
REQUEST quota reservations unfilled	RQST QTA RES UNF	This column heading designates the quota, reservation and unfilled spaces for a class. 7he values appear under columns headed SP1, SP2, THRU, and TOT. See table 40-6 for calculations.
Total	TOT	The total number of the quotas, reservations made for the class, or unfilled class spaces.
Total unfilled spaces	UNF	The number of empty spaces available in the class, or for THRU, SPl and SP2.
Percentage of fill	PCT FULL	The number of reservations divided by the REQUEST quota and multiplied by 100.

Table 40–6
RUQUOT output data items—Continued

Field Name	Field Label	Content Description
Retrainee window	RETRAINEE WINDOW	The number of days before the start of a class that the retrainee window is available.
Unit name	UNIT	The unit where an in-unit AIT class is taught.
Training type	TRN TYP	A one-digit code for training type, which appears for in-unit classes only. 1. Train and retain 2. Train and pass 3. Train and retain and train and pass.
Quota	QUOTA	The quota limit for each enlistment type and Army component. Appears on all reports except Totals Only.
Reservations	RES	The number of reservations made for each enlistment type and Army component. Appears on all reports except Totals Only.
Unfilled spaces	UNF	The number of unfilled spaces for each enlistment type and Army component. Appears on all reports except Totals Only.
Open/closed indicator	OPEN	Indicates whether a class is open or closed to an enlistment type. Appears on all reports except Totals Only.
Fine tuning percentages	FT PCT	Fine tuning percentages set for each enlistment type and Army component. Appears on all reports excep Totals Only.
Active Army	AA	Active Army status code heading.
Non Prior Service	NPS	Non prior service status code heading.
Prior Service	PS	Prior service status code heading.
In Service	IS	In service status code heading.
Retrain	RET	Retrain status code heading.
National Guard	NG	National Guard status code heading.
Split Training Option one and two	SP1 and SP2	Split Training Option status code heading. See table 40-6 for calculation of Quotas.
Army Reserve	AR	Army Reserve status code heading.
Through tickets	THRU	The heading for class members with through tickets. See table 40-6 for calculations.
Scheduled input	SCHED INPUT	Scheduled input for a class. Scheduled input has no effect on calculated quotas.

Table 40–7
Class report and update calculations of THRU, SP1 AND SP2

Field Updated	Control Factor	Calculation
THRU quota SP1 quota SP2 quota	Fine tune=OFF	Total Quota is given to all component/type/sex quotas.
	Fine tune=ON/M	Component/type/sex quotas are not automatically updated, but can be updated manually.
	Fine tune=ON/C	The updates will be distributed to the individual component/type/sex quotas based on the fine tuning percentages on the class record.
Fine tuning percentages	Fine tune=ON/C	l) If user update fine tuning percentages, quota will be adjusted with new percentages. 2) If no fine tuning percentages entered, the ones existing on the ciass record are used.

Table 40–7
Class report and update calculations of THRU, SP1 AND SP2—Continued

Field Updated	Control Factor	Calculation
SP1, SP2 QUOTAS	Fine tune=ON/Y	1) If SP1 QUOTA + SP2 QUOTA=0, annual fine tune %s from the QUAL file are used. 2) If SP1 QUOTA + SP2 QUOTA > 0 AAc%=[AAy% * THRU]/TOTAL ARc%=[ARy% * THRU + ARSPly% SPl + ARSP2y% SP2]/TOTAL NGc%=[NGy% * THRU + NGSPly% * SP1 + NGSP2y% * SP2J]/TOTAL AANPSc%=AANPSy% AAPSc%=AAPSy% AAISc%=AAISy% ARNPSc%=[LARy% * ARNPSy% * THRU]/ [ARc% * TOTAL] ARIRNc%=[ARy% * ARIRNy% * THRU]/ [ARc% * TOTAL] ARISc%=[ARy% * ARISy% * THRU]/ [ARc% * TOTAL] ARSPlc%=[ARSPly% * SP1]/ [ARC% * TOTAL] ARSP2c%=[ARSP2y% * SP2]/[ARc% * TOTAL] NGNPSc%=[NGy% * NGNPSy% * THRU]/ [NGc% * TOTAL] NGISc%=[NGy% * NGISy% * THRU]/ [NGc% * TOTAL] NGSPlc% - $NGSPly% * SPlj/ [NGc% * TOTAL] NGSP2c%=[NGSP2y% * SP2J/ [NGc% * TOTAL]
Total QUOTA (report)	THRU, SP1, SP2	Total quota is automatically updated when THRU, SP1 or SP2 quotas are updated.
THRU reservations (reported only)	Total RES, ARSP1 and 2 Reservations, NGSP1 and 2 reservations	THRU RES=TOTAL RES -(ARSP1 res. + NGSP1 res. + ARSP2 res. + AGSP2 res).
SP1 RES. (report)	ARSP1 and NGSP1 Res.	SP1 RES=ARSP1 res. + NGSP1 res.
SP2 RES. (report)	ARSP2 and NGSP2 Res.	SP2 RES=ARSP2 res. + NGSP2 res.
Retrainee quota (report)	Total quota	The retrainee quota is calculated from the TOTAL quota.

40–8A. (Not used.)

(Paragraph not used.)

Section V
ERROR MESSAGES AND CORRECTION PROCEDURES

40–9. System Errors.

The following is a representative list of possible system errors. If any of these error messages appear, call the KEYSTONE Branch immediately.

1. YOU ARE NOT AUTHORIZED TO USE RUQUOT
2. USER XXXX NOT ON FILE
3. NO CHANGES MADE -- ERROR IN RECSTA CHANGE, COPY OF RECORD ALREADY EXISTS CALL REQUEST OFFICE
4. THE ASSOCIATE RECSTA DATE NOT FOUND
5. ERROR DURING EXECUTION OF IBATCH EXEC CALLED FROM SUBROUTINE BATCH.
RET CODE=XXXX
6. THIS OPTION NOT AVAILABLE AT THIS TIME.
7. ERROR ON LUN=XXXXXX
   VSAM ERROR RETURN CODE=XXXXXX
   ACTION CODE=XXX
   KEYS (IN HEX)=XXXXXXXX
   RECORD TYPE=XXX
   SPARE VARIABLE 1=XXXXXX
   SPARE VARIABLE 2=XXXXXX
8. CALL REQUEST OFFICE.

9. CHARACTER STRING TOO LONG, LIMIT IS 64
10. ACTION NOT ACCEPTED.
11. VSAM ERROR=XXXX ON LUN XXX
12. VMCF ERROR=XXXXXXX FOR LUN XXX
13. SINK AVAILABLE FOR LUN XXX
14. ERROR: TEXT MUST END WITH A PERIOD - QUIT
15. NO ASSOC ADDED BECAUSE AIT-RECSTA FULL
16. ERROR INVOLVING NEGATIVE NCLASS
17. INVALID TYPE IN RPORUP
18. INVALID REPORT/UPDATE CODE: ACCESS DENIED
19. INVALID RECTYP FOR READ-MANY FUNCTION
20. CALL MINKIO (92, REC, 4(XXXXX), RTN, 2(XXXXX), 1, 20)
21. (SIO92) ERROR IN RECORD ARRAY OR KEY ARRAY
22. (SIO92) ERROR: ACTION, RECTYP, IVAL1, IVAL2: 4(XXXXX))
23. ERROR IN MOVECH-S1094
24. ERROR: NON-INTEGER USERID-USEGET.
25. ****TRACE BACK****
**ENTRY POINT ENTRY ADDRESS RETURN ADDRESS

40–10. Operation Errors.

The following list contains possible operation error messages and the corrective action to be taken for each.

Table 40–10A
Operation Error Messages

MESSAGE: INVALID RESPONSE
ACTION: The user has entered an invalid response to a prompt. Enter a valid response.

MESSAGE: INVALID DAY
ACTION: The user has entered a day that does not fall within the 1 through 31 range. Enter a day that falls within this range.

MESSAGE: INVALID MONTH
ACTION: The user has entered 2 month that does not fall within the 1 through 12 range. Enter a month that falls within this range.

MESSAGE: INVALID YEAR
ACTION: The user has entered a year that does not fall within the 60 through 99 range. Enter a year that falls within this range.

MESSAGE: AIT MUST BE FRIDAY (XX/XX/XX IS XXXX)
ACTION: The user has entered an AIT date that does not fall on a Friday. Enter a valid Friday AIT date.

MESSAGE: RECSTA MUST BE MONDAY (XX/XX/XX IS XXXX)
ACTION: The user has entered a RECSTA date that does not fall on a Monday. Enter a valid Monday RECSTA date.

MESSAGE: END DATE MAY NOT BE BEFORE START DATE
ACTION: The user has entered an end date that falls before the start date. Enter an end date that falls after the start date.

MESSAGE: INVALID DATE BEGINNING XXXX
ACTION: The user has entered an invalid date. Enter a valid date.

MESSAGE: RECSTA DATES BEFORE BEGINNING OF FILE
ACTION: The user has entered 2 RECSTA date that falls before the valid range of RECSTA dates. Enter a valid RECSTA date within the valid range.

MESSAGE: RECSTA DATES AFTER END OF FILE
ACTION: The user has entered a RECSTA date that falls after the valid range of RECSTA dates. Enter a valid RECSTA date within the valid range.

MESSAGE: INVALID AIT DATE
ACTION: The user has entered an invalid AIT date. Enter a valid AIT date.

MESSAGE: MOS XXXX NOT ON QUAL FILE
ACTION: The user has entered an MOS code that is not located on the Qualifications file. Enter an MOS from the Qualifications file.

MESSAGE: NONE OF THESE MOS CODES ARE VALID
ACTION: The user has entered a list of invalid MOS codes. Enter a list of valid MOSs.

Table 40–10A
Operation Error Messages—Continued

MESSAGE: INVALID AIT LOCATION
ACTION: The user has entered an invalid AIT location. Enter a valid AIT location.

MESSAGE: THERE ARE NO MOS CODES IN THIS RANGE
ACTION: The user has entered an invalid range of MOS codes. Enter a valid range of MOSs.

MESSAGE: INVALID CLASS PRIORITY
ACTION: The user has entered a class priority that does not fall between 1 and 15. Enter a valid class priority.

MESSAGE: INVALID RETRAINEE PCT
ACTION: The user has entered an invalid retrainee percentage. Enter a valid retrainee percentage.

MESSAGE: INVALID SHARED SEAT INDICATOR
ACTION: The user has not entered a YES or NO to the shared seat indicator prompt. Enter YES or NO.

MESSAGE: INVALID QUOTA
ACTION: The user has entered an invalid quota. Enter a valid quota.

MESSAGE: NO RECORD FOUND FROM QUALS. YY=XX, MOS=XXXX
ACTION: The user has entered an MOS and year for which no record exists. Enter an MOS and year for which a record does exist.

MESSAGE: INVALID CHAR DETECTED AT COLUMN XX
ACTION: The user has entered an invalid character. Enter a valid response.

MESSAGE: THE NUMBER CHANGED IS NOT BETWEEN XXXX AND XXXXXXXXX.
ACTION: The user has entered a number that does not fall within the specified range. Enter a number that falls within the valid range.

MESSAGE: NUMBER MUST BE BETWEEN XXXXXX AND XXXXXX
ACTION: The user has entered a number that does not fall within this specified range. Enter a valid number that falls within this range.

MESSAGE: RECSTA DATES MUST BE BETWEEN XX/XX/XX AND XX/XX/XX
ACTION: The user has entered a range of RECSTA dates that does not fall within the specified range. Enter a valid range of RECSTA dates.

MESSAGE: YOU MAY ONLY CHANGE CURRENT PORTION OF FILE
ACTION: The user has attempted to change an AIT class that occurred in the past. The user can only change current or future AIT class information. Enter the present or future RECSTA dates to correspond to the AIT classes to be updated.

MESSAGE: RANGE MUST INCLUDE DATES BETWEEN XX/XX/XX AND XX/XX/XX
ACTION: The user has entered an invalid range of dates. Enter a valid date range.

MESSAGE: INVALID FINE-TUNE INDICATOR
ACTION: The user has not entered a fine tuning percentage between 0 and 100. Enter 2 valid percentage in the specified range.

MESSAGE: INVALID RESPONSE AFTER COLUMN XXX
ACTION: The user has entered an invalid response after a column. Enter a valid response.

MESSAGE: AIT DATE NOT BETWEEN FIRST AND LAST REFERENCE AITs
ACTION: The user has entered an AIT date that does not fall between the reference AIT dates specified by the AIT date prompt. Enter a valid AIT date.

MESSAGE: RECSTA NOT BETWEEN FIRST AND LAST REFERENCE RECSTAS
ACTION: The user has entered a RECSTA date that does not fall between the reference RECSTA dates specified by the RECSTA date prompt. Enter a valid RECSTA date.

MESSAGE: CHARACTER UNDER SLASH -- PLEASE RE-ENTER LINE.
ACTION: The user has entered a character directly beneath a slash. The input has not been accepted. Re-enter the entire line.

MESSAGE: CMF MUST BE A 2-DIGIT INTEGER
ACTION: The user has attempted to enter an invalid CMF. Enter a valid two-digit CMF code.

MESSAGE: AIT WEEK NOT FOUND
ACTION: The user has entered an invalid AIT date. Enter a valid AIT date.

MESSAGE: ERROR-TRAINING TYPES(S) MUST BE ENTERED FOR INUNIT CLASSES.
ACTION: ACTION The user has picked an inunit class type and has not specified a training type. Enter an X under the desired type number.

MESSAGE: XXX IS AN INVALID ENTRY. ENTER “No” FOR CLOSED, “YES” FOR OPEN, OR BLANK FOR NO CHANGE.
ACTION: The user has made an invalid entry in updating a status code. Enter a YES, a NO, or leave the space blank.

Chapter 41
ARTRTH PROGRAM

Section I
PROGRAM SUMMARY

41–1. Purpose.
The ARTRTH program enables the user to retrieve records from the current REP Recruit file and the previous year's records from the Recruit History file. The user may specify up to 210 social security numbers of recruits whose records are to be reported. Each recruit record contains enlistment and training reservation information.

41–2. Applicability.
The ARTRTH program is accessed by the following user groups:

a. OCAR/FORSCOM
b. USAREC
c. REQUEST/RETAIN Branch
d. Accession Management Branch

Section II
INPUT REQUIREMENTS

41–3. Data Items.
ARTRTH requires the user to enter the social security numbers of the recruits whose records are to be reported. The user may enter up to 210 social security numbers, seven per line, separated by a slash. For example: 123456789/222334444/3334455555.

41–3A. (Not used.)
(Paragraph not used.)

Section III
PROGRAM OPERATION

41–4. Initiation Procedures.
After completing the sign-on procedures described in Appendix B, the system prints the following message:

ENTER PROGRAM NAME, "LIST" OR "OFF"

The user enters ARTRTH and depresses the carriage return key. The ARTRTH program is now ready to communicate with the user.

41–5. Procedures.
Follow the procedures described below to report recruit records. Figure 41-1 is a sample execution and report.

Table 41–5A
Procadures to report recruit records

ARTRTH: ENTER UP TO 210 SOCIAL SECURITY NUMBERS, 7 PER LINE SEPARATED BY A /
ENTER SSN, OR END PROGRAM(E)
USER:
1. Enter the social security number(s) separated by a slash and depress the carriage return key at the end of each line or when all the desired numbers have been entered.
a. If a complete line of seven numbers has been entered proceed to the next prompt.
b. If fewer than seven numbers have been entered ARTRTH prints the report or a message (if no records are found) and returns the user to the initiation prompt.
2. Enter E and depress the carriage return key to terminate the ARTRTH program. No report will be printed.

ARTRTH: ENTER SSN OR END PROGRAM(E)

Table 41–5A
Procadures to report recruit records—Continued

USER:

1. Enter additional social security numbers separated by a slash and depress the carriage return key at the end of each line or when all the desired numbers have been entered. See user 1a and 1b above.
2. Depress the carriage return key without making any entries to indicate that no additional numbers are to be entered. ARTRTH will print the report or a message (if no records are found) and return the user to the initiation prompt.
3. Enter E and depress the carriage return key to terminate the program. No report will be printed.

```
ENTER UP TO 210 SOCIAL SECURITY NUMBERS, 7 PER LINE SEPARATED BY A /

ENTER SSN, OR END PROGRAM(E)

020020020/014014014/014401440/


                PERSONNEL DATA-PRIVACY ACT OF 1974 (5 USC 552A)

SOC SEC*  /  NAME                          / SX / MOS   / AIT LOC  / AIT DATE /
20020020     JONES DEBORAH                   F   91B1    HOUSTON    15/01/82
BT LOC   /  RESERV   / ENLIST   / RECEPT  /  LOCID / PPN /  REC ID    / PRE MOS /
DIX         16/07/81   16/07/81   02/11/81    10     59     5272
AITDATE2 /  AIT LOC2 /

                PERSONNEL DATA-PRIVACY ACT OF 1974 (5 USC 552A)

SOC SEC*  /  NAME                          / SX / MOS   / AIT LOC  / AIT DATE /
14401440     SMITH, JOHN L.                  M   64C1
BT LOC   /  RESERV   / ENLIST   / RECEPT  /  LOCID / PPN /  REC ID    / PRE MOS /
JACKSON     16/03/81   19/03/81   15/06/81    10     33     9730
AITDATE2 /  AIT LOC2 /

                PERSONNEL DATA-PRIVACY ACT OF 1974 (5 USC 552A)

SOC SEC*  /  NAME                          / SX / MOS   / AIT LOC  / AIT DATE /
14014014     SMITH, THOMAS D.                M   64C1    DIX        18/06/82
BT LOC   /  RESERV   / ENLIST   / RECEPT  /  LOCID / PPN /  REC ID    / PRE MOS /
            06/07/81   19/03/81   14/06/82    10     33     9730
AITDATE2 /  AIT LOC2 /
```

Figure 41–1. ARTRTH sample report

Section IV
OUTPUT DESCRIPTION

41–6. Output.

ARTRTH reports the records for the recruits whose social security numbers were specified. If there is more than one record for a specified recruit, both records will be reported. Table 41–1 contains the record description of this report. Figure 41-1 is a sample report.

Table 41–1
ARTRTH output description

Field Name	Field Label	Content Description
Social security number	SOC SEC #	The recruit's social security number.
Name	NAME	The recruit's name.
Sex	SX	The recruit's sex.
Mos code	MOS	The skill in which the recruit has a training reservation.
AIT location	AIT LOC	The recruit's advanced individual training location.
AIT date	AIT DATE	The recruit's scheduled advanced individual training date.
BT location	BT LOC	The recruit's basic training location.
Reservation date	RESERV	The date the recruit's reservation was made.
Enlistment date	ENLIST	The date on which the recruit enlisted.
Reception station date	RECEPT	The date on which the recruit reports to the reception station.
location ID	LOC ID	The location ID where the reservation was made.
Procurement program number	PPN	The recruit's procurement program number program number. See Chapter 2, AR140111 for a description of procurement program numbers.
Recruiter ID	REC ID	The recruiter's identification code.
Prerequisite MOS code	PRE MOS	The prerequisite MOS code, if any.
Prerequisite AIT date	AITDATE2	The prerequisite AIT date, if any.
Prerequisite AIT location	AIT LOC2	The prerequisite AIT location, if any.

41–6A. (Not used.)

(Paragraph not used.)

Section V
ERROR MESSAGES AND CORRECTION PROCEDURES

41–7. System Errors.

The following is a representative list of possible system errors. If any such error messages appear, call the REQUEST/RETAIN Branch immediately.

1. PROBLEM WITH CALL TO GENFIO. PLEASE CONTACT THE REQUEST OFFICE
2. ERROR IN GETVAL, REQUESTED FACTOR IS MISSING FROM THE RECORD
3. SYSTEM ERROR: INVALID NUMBER OF FACTORS PASSED TO GENFIO
   PLEASE CALL REQUEST OFFICE
   THE INVALID NUMBER OF FACTORS IS XXXX
4. SYSTEM ERROR: LENBIT IS INCORRECT LENGTH FOR THIS FACTOR TYPE.TYPE=XXXX.-LENBIT=XXXX, PLEASE CALL REQUEST/RETAIN Branch
5. HEXDMP: RECLEN=XXXX
6. ERROR ON LUN=XXXXXX
   VSAM ERROR RETURN CODE=XXXXXX
   ACTION CODE=XXX
   KEYS (IN HEX)=ZZZZZZZZ, ZZZZZZZZ
   RECORD TYPE=XXX
   SPARE VARIABLE X=XXXXXX
   CALL REQUEST/RETAIN BRANCH
7. IDIM-BINARY-INVALID DIMENSION IN BINARY SEARCH
8. SYSTEM ERROR: NISRCH HAS TAKEN AN ALTERNATE EXIT NISRCH WAS CALLED WITH START POSITION XXXX AND NUMBER OF CHARACTERS XXXX
   PLEASE CALL REQUEST OFFICE
   (This message will be followed by message numbers 10 and 11)
9. SYSTEM ERROR: PARSE1 CALLED WITH SPOS 0, EPOS 0, OR EPOS SPOS SPOS=XXXX, EPOS=XXXX.

PLEASE CALL THE REQUEST OFFICE
(This message will be followed by message numbers 10 and 11)
10. A SYSTEM ERROR HAS BEEN DETECTED IN SUBROUTINE PARS1
THE FIELD BEING PROCESSED IS:
;THE START POSITION OF THE FIELD IN THE STRING IS XXXX
THE END POSITION OF THE FIELD IN THE STRING IS XX.
PLEASE CALL REQUEST/RETAIN Branch
(This message will be followed by number 11)
11. **** TRACE BACK ****

ENTRY POINT	ENTRY ADDRESS	RETURN ADDRESS
XXXXXXXX	ZZZZZZZZ	ZZZZZZZZ

12. VSAM ERROR=XXXX ON LUN XXX
13. VMCF ERROR=XXXXXXX FOR LUN XXX
14. NO SINK AVAILABLE FOR LUN XXX
15. ERROR: INVALID XXXX XXXX PASSED TO SUBROUTINE XXXXXXX
16. ERROR: ERROR VALIDATING XXXXXX, MOVECH
SUBROUTINE XXXXXX
17. ERROR: ILLEGAL XXXXXX PASSED TO SIO XX
18. ERROR: ILLEGAL ACTION FOR XXXXXXXX, SIO XX
19. ERROR: BAD START BYTE OR LENGTH IN SIO XX
20. ERROR: INVALID XXXXXX FOR XXXXX, SIO XX

41–8. Operation Errors.

The following list contains possible operation errors and the corrective action to be taken for each.

Table 41–8A
Operation Error Messages

MESSAGE: INPUT ERROR. RE-ENTER LINE
ACTION: The user has made an error in entering the social security number(s). Re-enter the desired social security numbers without spaces or dashes. Separate numbers by a slash up to seven per line.

MESSAGE: NO SOCIAL SECURITY NUMBERS ENTERED
ACTION: The user must enter at least one social security number. If no report desired, enter E to terminate the program.

MESSAGE: ********** NO RECORDS FOUND **********
ACTION: This is an information message which occurs only when no records for any of the numbers specified were found. There is no action to be taken.

Chapter 42
ARTRTP PROGRAM

Section I
PROGRAM SUMMARY

42–1. Purpose.

The ARTRTP program displays records from Army Reserve history tapes.

42–2. Applicability.

The ARTRTP program is accessed by the following user groups:

a. OCAR/FORSCOM
b. USAREC
c. REQUEST/RETAIN Branch
d. Accession Management Branch

42–3. Functions.

ARTRTP has one function. It displays records from Army Reserve history tapes.

Section II
INPUT REQUIREMENTS

42–4. Data Items.

ARTRTP requires the user to enter the quarter and year of the records to be displayed, and the social security number of the individual whose record is required.

42–4A. (Not used.)

(Paragraph not used.)

Section III
PROGRAM OPERATION

42–5. Initiation Procedures.

After completing the sign-on procedures described in Appendix B, the system prints the following message:

ENTER PROGRAM NAME, "LIST" OR "OFF"

The user enters ARTRTP and depresses the carriage return key. The program is now ready to communicate with the user.

42–6. Procedures.

Follow the procedures described below to display records from the Army Reserve history tapes. See figure 42–1 for a sample report.

Table 42–6A
Procedures to display records from the Army Reserve history tapes

ARTRTP: PROGRAM TO DISPLAY RECORDS FROM AR HISTORY TAPES
ENTER QUARTER/YY OR END (E):
USER:
1. Enter the quarter and year required using a single digit (quarter), slash, and two-digit (year) format.
2. Enter E to terminate the program.
3. Depress the carriage return key.

ARTRTP: DEV 181 DOES NOT EXIST
USER: This statement is to be ignored. Wait for the next prompt and proceed with program operations.

ARTRTP: ENTER SSN OR END (E)?
USER:
1. Enter the required social security number.
2. Enter E to terminate the program.
3. Depress the carriage return key.

ARTRTP: SOC SEC # /NAME /SX/ARTYPE/BIRTHDAT/EDUC
121212121 DOE, JOHN M TRR 16/05/58 GEDH
MOS / AIT LOC / AIT DATE / BT LOC / RESERV / ENLIST /
71L1 18/06/80 18/06/80
RECEPT /LOCID/MOS PRI/REC ID/PRE MOS/
23/06/80 19 5 8943
AITDATE2 / AIT LOC2

ENTER SSN OR END (E)?

USER:
1. Enter an additional social security number if required.
2. Enter E to terminate the program.
3. Depress the carriage return key.

ARTRTP: ENTER QUARTER/YY OR END (E):

Table 42–6A
Procedures to display records from the Army Reserve history tapes—Continued

USER:

1. Enter quarter and year required, using single digit (quarter), slash, and two-digit (year) format, and based on Reception Station Date.
2. Enter E to terminate the program.
3. Depress the carriage return key.

```
PROGRAM TO DISPLAY RECORDS FROM AR HISTORY TAPES

ENTER QUARTER/YY OR END (E):

2/80
DEV 181 DOES NOT EXIST

ENTER SSN OR END (E) ?605096152
 SOC SEC #  / NAME                    / SX / ARTYPE / BIRTHDAT / EDUC /
 605096152     SMITH, FRANK              M     TRR    16/05/58   GEDH
 MOS  / AIT LOC  / AIT DATE / BT LOC   / RESERV  / ENLIST  / RECEPT  /
 71L1                                   18/06/80  18/06/80  23/06/80
 LOCID / MOS PRI / REC ID   / PRE MOS / AITDATE2 / AIT LOC2 /
  19        5       8943

ENTER SSN OR END(E)? E
ENDER QUARTER/YY OR END (E):

E
```

Figure 42–1. ARTRTP sample report

Section IV
OUTPUT DESCRIPTION

42–7. Output.

ARTRTP provides the user with record data shown in table 42-1.

Table 42–1
ARTRTP output description

Field Name	Field Label	Content Description
Social security number	SOC SEC #	Individual's nine-digit social security number.
Individual's name	NAME	The individual's name, last name appearing first.
Sex	SX	Individual's sex - M or F.
Enlistment type	ARTYPE	The enlistment type attributed to each individual.
Date of birth	BIRTHDAT	The applicant's date of birth in DD/MM/YY format, including the slashes.

Table 42–1
ARTRTP output description—Continued

Field Name	Field Label	Content Description
Civilian education	EDUC	The type of education corresponding to the four-character code as listed below: NHSG=Non-high school graduateV HSSR=High school senior HSDG=High school diploma graduate GEDH=High school equivalency COMP=Certificate of completion ATTN=Certificate of attendance CLEP=First year college equivalence ASSC=Associate degree NURS=Professional nursing diploma BACL=Baccalaureate MAST=Master's degree PMAS=Post master's degree DOCT=Doctorate PROF=Professional certificate of completion
Military Occupational Specialty	MOS	The code for the individual's Military Occupational Specialty.
Advanced Individual Training location	AIT LOC	The ten-character abbreviation of the locations of the individual's Advanced Individual Training.
Advance Individual Training date	AIT DATE	The start date of the individua's Advanced Individual Training, in DD/MM/YY format.
Basic Training location	BT	The eight-character abbreviation for the location of the individual's Basic Training.
Reservation date	RESERV	The individual's reservation date, in OD/MM/YY format, including slashes.
Enlistment date	ENLIST	The individual's date of enlistment in DD/MM/YY format, including slashes.
Reception date	RECEPT	The individual's reception date using DD/MM/YY format including slashes.
Location identification	LOCID	The individual's location identification code.
Military Occupational Specialty priority	MOS PRI	The individual's Military Occupational Specialty priority. Value range 1-5.
Recruiter ID	REC ID	The recruiter's nine-digit identification number.
Previous MOS	PRE MOS	The individual's previous Military Occupational Specialty.
Second Advanced Individual Training date	AITDATE2	The start date of the individual's period of Advanced Individual Training for the prerequisite MOS.
Second Advanced Individual Training location	AIT LOC2	The ten-character abbreviation of the Advanced Individual Training location for a prerequisite MOS.

42–7A. (Not used.)

(Paragraph not used.)

Section V
ERROR MESSAGES AND CORRECTION PROCEDURES

42–8. System Errors.

The following is a representative list of possible system errors. If any of these error messages appear, call the REQUEST/RETAIN Branch immediately.

1. ERROR ON LUN=XXXXXX
   VSAM ERROR RETURN CODE=XXXXXX
   ACTION CODE=XXX
   KEYS (IN HEX)=2 ZZZZZZZZ, ZZZZZZZZ
   RECORD TYPE=XXX

SPARE VARIABLE 1=XXXXXX
SPARE VARIABLE 2=XXXXXX
CALL REQUEST/RETAIN BRANCH

2. **** TRACE BACK ****

ENTRY POINT	ENTRY ADDRESS	RETURN ADDRESS
XXXXXXXX	ZZZZZZZZ	ZZZZZZZZ

3. ERROR: LINE LENGTH IS GREATER THAN 80 IN SUBROUTINE EXTRCT. CALL REQUEST/RETAIN BRANCH.
4. SYSTEM ERROR: CALL REQUEST/RETAIN BRANCH.
5. SYSTEM ERROR: FACTOR NUMBER XXXX IS NOT IN THE RECORD DESCRIPTOR ARRAY OR THE ARRAY IS NOT SORTED. PLEASE CALL THE REQUEST/RETAIN BRANCH.
6. SYSTEM ERROR: LENBYT OUT OF RANGE
   LENBYT=XXXXXX. CALL REQUEST/RETAIN BRANCH.
7. SYSTEM ERROR: SPOS=ZZZZZZZZ
8. SYSTEM ERROR RETURNED BY CHARFL:
   NUMBER=ZZZZZZZZ, SPOS=ZZZZZZZZZ, NCHAR=ZZZZZZZZ
9. SYSTEM ERROR: PARSE1 CALLED WITH SPOSLO, EPOSLO, OR EPOSLSPOS
   SPOS=XXXX, EPOS=XXXX. PLEASE CALL THE REQUEST/RETAIN BRANCH.
10. ERROR: TEXT MUST END WITH A PERIOD - QUIT
11. SYSTEM ERROR: LINE LENGTH LESS THAN THE MAXIMUM OF THE FACTOR DATA I/O LENGTH AND THE FACTOR ABBREVIATION DISPLAY LENGTH
    THE FACTOR NUMBER IS XXX XXX
    THE FACTOR ABBREVIATION DISPLAY LENGTH IS XXXXXX
    THE FACTOR DATA I/O LENGTH IS XXXXXX
    THE LINE LENGTH IS XXXXXX
12. ERROR: ILLEGAL ACTION CODE PASSED TO SI072
13. ERROR: INVALID NUMBER OF FACTORS PASSED TO SUBROUTINE UNCODE.

42–9. Operation Errors.

The following list contains possible operation error messages and the corrective action to be taken for each.

Table 42–9A
Operation Error Messages

MESSAGE: WARNING: DATA UNDER SLASH IN COLUMN XX DATA NOT INSIDE SLASHES IS IGNORED. **ACTION:** The user entered data outside the slashes. Reenter data inside slashes.
MESSAGE: INVALID RESPONSE **ACTION:** The user entered an invalid response. Enter a valid response.
MESSAGE: NUMBER MUST BE BETWEEN XXXXXX AND XXXXXX **ACTION:** The user entered an invalid number. Enter a valid number.

Chapter 43
ZIPFIX PROGRAM

Section I
PROGRAM SUMMARY

43–1. Purpose.

The ZIPFIX program reports records on the Zip Code Access file (ZIPUIC) and updates the file by adding or deleting specific Unit Identification Codes (UIC) to or from a record on the file. Each record on ZIPUIC contains a list of UICs that are within “reasonable commuting distance” (about 50 miles) of that record’s zip code.

43–2. Applicability.

The ZIPFIX program is accessed by the following user groups:

a. KEYSTONE Branch
b. Accession Management Branch

c. FORSCOM
d. CONUSA
e. ARCOM

43–3. Functions.

ZIPFIX has two functions. The program allows users to report and update data on the ZIPUIC file. Zip codes may be added to the file and linked to the user-specified UIC in groups of up to ten zip codes at one time. Zip codes may be deleted singly, by specifying an individual zip code, or multiply, by specifying the range of zip codes to be deleted from the record linking them to the UIC. Finally, reports of zip code/UIC combinations may be obtained by inputting a UIC, thereby reporting all zips linked to that UIC, or by inputting a zip code, thereby reporting all UICs to which the zip code is linked.

43–4. Options.

ZIPFIX provides the user with the following options summarized in table 43-1. The deletion function offers single and multiple deletion options, and the report function offers the option of reporting by zip codes linked to UIC, or by UICs linked to zip code. Table 43-1 describes these options.

Table 43–1
ZIPFIX user options

User Option	Function
Multiple	Enter M to delete a range of zip codes from the record linking zip codes to the specified UIC.
Single record	Enter S to delete a single zip code from the record linking zip codes to the specified UIC.
Report records by:	
Zip	Enter Z to obtain a report of all UICs which are linked to the specified zip code.
UIC	Enter U to obtain a report of all UICs which are linked to the specified UIC.
End	Enter E to return to the initial prompt.

Section II
INPUT REQUIREMENTS

43–5. Data Items.

ZIPFIX requires the user to enter the seven-character UIC (Unit Identification Code) of the Reserve unit for which zip code linkages are sought, or the five-digit zip code(s)to be added, deleted or reported. Zip codes that occur in high population density areas are listed in table 43-2 by their first three digits. These zip codes may be entered as first-three-digits-plus-two-trailing-zeroes (i.e., 00918=00900) as a matter of convenience. This convention translates, by way of example: Since many UICs in Los Angeles have zips beginning with 913, the user loading zip codes need only enter 91300 rather than all 913 zip codes, and all 913 zips will be linked to the specified UIC.

Table 43–2
Table of the first three digits of zip codes occurring in high population density areas

009	011	016	021	022
024	029	031	041	061
065	066	069	071	072
073	075	081	084	086
089	100	103	104	106
107	108	111	112	113
114	116	118	122	123
126	132	135	139	142
143	146	149	152	165
171	174	176	181	185
187	191	196	198	200
209	212	214	222	223
232	235	236	237	253
257	271	274	276	277
282	288	292	303	309
312	314	319	322	328
331	333	336	337	352
358	361	366	372	374

Table 43–2
Table of the first three digits of zip codes occurring in high population density areas—Continued

379	381	392	402	405
432	436	443	445	447
449	452	454	455	462
464	466	468	477	482
485	489	495	503	507
511	524	528	532	534
537	543	551	554	558
571	591	602	603	606
611	616	627	631	641
645	658	661	662	666
672	681	685	701	708
711	722	731	741	752
761	767	770	771	772
777	782	784	787	791
794	796	799	802	803
809	837	841	844	850
857	871	891	895	900
903	904	905	908	911
912	914	915	916	918
921	924	925	927	928
931	933	937	941	943
944	946	947	948	951
958	968	972	981	984
992				

43–5A. (Not used.)
(Paragraph not used.)

Section III
PROGRAM OPERATION

43–6. Initiation Procedures.
After completing the sign-on procedures described in Appendix B, the system prints the following message:

ENTER PROGRAM NAME, “LIST” OR “OFF”

The user enters ZIPFIX and depresses the carriage return key. The program is now ready to communicate with the user.

43–7. Procedures.
Follow the procedures described below to operate the ZIPFIX program, first selecting the desired function.

Table 43–7
Procedures to operate the ZIPFIX program, first selecting the desired function

ZIPFIX: ADD, DELETE, REPORT RECORDS OR END
USER:
1. Enter A to select the ADD function, or enter D to select the DELETE function, or enter R to select the REPORT function, or enter END to terminate the program.
2. Depress the carriage return key.

a. Follow the procedures below to obtain reports of UIC zip code linkages. See figure 43-1 for an example.

Table 43–7A
Procedures to obtain reports of UIC zip code linkages

ZIPFIX: REPORT RECORDS BY ZIP, UIC OR END (Z, U, OR E)
USER:
1. Select the option desired as described in table 43-1.
2. Depress the carriage return key.

Table 43–7A
Procedures to obtain reports of UIC zip code linkages—Continued

ZIPFIX:
If Z was entered, the program prompts:
ENTER 5 DIGIT ZIP CODE OR END
If U was entered, the program prompts:
ENTER 7 CHARACTER UIC CODE OR END

USER:
1. Enter the required data (see paragraph 43-5).
2. Depress the carriage return key.

ZIPFIX:
1. If a zip code was entered, the program displays:
THE ZIP CODE: XXXXX HAS FOLLOWING UICS
WXXXXXX WXXXXXX WXXXXXXX
2. If a UIC was entered, the program displays:
UIC: WXXXXX IS COMMUTABLE FROM THE FOLLOWING
ZIPS (ONLY FIRST 4 DIGITS SHOW)
XXXX XXXX XXXX
3. In either case, the program then prompts:
REPORT RECORDS BY ZIP, UIC, OR END (Z, U, OR E)

USER:
1. Select another option to continue in the report mode, or enter E to return to the initial prompt.
2. Depress the carriage return key.

```
ADD, DELETE, REPORT RECORDS OR END   R
REPORT RECORDS BY ZIP, UIC OR END (Z,U,OR E)?  U
ENTER 7 CHARACTER UIC CODE OR END   W444444
UIC:  W444444  IS COMMUTABLE FROM THE FOLLOWING ZIPS (ONLY FIRST 4 DIGITS SHOWN)

     5553    5554     5555     5557    5580

REPORT RECORDS BY ZIP, UIC OR END (Z,U,OR E)?  Z
ENTER 5 DIGIT ZIP CODE OR END   55823
THE ZIP CODE:  55823 HAS FOLLOWING UICS

    WQ5PAAA    WQ5RAAA    WRF4A1F    WRGBCOD    WRJ2COE    WSD1AAA
    WVDKAAA    W444444

REPORT RECORDS BY ZIP, UIC, OR END (Z,U,OR E)?  E
ADD, DELETE, REPORT RECORDS OR END  E
```

Figure 43–1. ZIPFIX Report function example, showing reports by UIC and Zip options

b. Follow the procedures below to link zip codes to a UIC (ADD function). See figure 43-2 for an example.

Table 43–7B
Procedures to link zip codes to a UIC (ADD function)

ZIPFIX: ENTER UIC (7 CHARACTERS) OR END
USER:
1. Enter the seven-character code of the Reserve unit to which zip codes are to be linked, or E to end.
2. Depress the carriage return key.

ZIPFIX: YOU CAN ADD Up TO 10 ZIP CODES WITH ABOVE UIC, AS
ZIP/ZIP/../../NOMO (AFTER LAST ENTERED ZIP), PER LINE
USER:
1. Enter up to ten five-digit zip codes, separating them with slashes. Recall that zip codes which begin with any of the three-digit numbers listed in table 43-2 may be entered as a single entry, beginning with the common, first three digits and ending in two zeroes (see paragraph 43-5, above). Following the final entry, enter /NOMO to signal the end of input.
2. Depress the carriage return key.

ZIPFIX: ADD, DELETE, REPORT RECORDS OR END
USER:
1. Enter A to select the ADD function, or enter D to select the DELETE function, or enter R to select the REPORT function, or enter END to terminate the program.
2. Depress the carriage return key.

ZIPFIX: RECORDS ADDED SUCCESSFULLY!!!!
ENTER UIC (7 CHARACTERS) OR END
USER:
1. Enter another UIC to continue linking zip codes and UICs, or enter END to return to the initial prompt.
2. Depress the carriage return key.

```
ADD, DELETE, REPORT RECORDS OR END? A
ENTER UIC (7 CHARACTERS) OR END?  W444444
YOU CAN ADD UP TO 10 ZIP CODES WITH ABOVE UIC, AS
ZIP   /  ZIP   /. ./ .. /NOMO (AFTER LAST ENTERED ZIP), PER LINE
55555 / 55541  / 55530 / 55578 /55823 /NOMO
ZIP CODES XXXXX, XXXXX, WERE ADDED TO ZIPUIC FILE
ENTER UIC (7 CHARACTERS) OR END?  E
ADD, DELETE, REPORT RECORDS OR END  E
```

Figure 43–2. ZIPFIX Add function example

c. Follow the procedures below to delete zip codes from the record linking zip codes to the specified UIC. See figure 43-3 for an example.

Table 43–7C
Procedures to delete zip codes from the record linking zip codes to the specified UIC

ZIPFIX: DELETE MULTIPLE RECORDS, SINGLE RECORD OR END (M, S OR E)
USER:
1. Enter the option choice as described in table 43-1.
2. Depress the carriage return key.

ZIPFIX:

Table 43–7C
Procedures to delete zip codes from the record linking zip codes to the specified UIC—Continued

1. If M was entered, the program prompts:
ENTER THE UIC OR END
2. If S was entered, the program prompts:
ENTER ZIP CODE/UIC OR END

USER:
1. In multiple deletion mode, enter the UIC of the unit for which linkages are to be deleted.
2. In single deletion mode, enter the zip code to be deleted, enter a slash and enter the UIC of the unit for which the linkage to be deleted.
3. Depress the carriage return key.

ZIPFIX: For multiple deletions only, the program prompts:

ENTER BEGIN AND END ZIP CODE RANGE
BEGIN/END ZIP (5 DIGITS EACH) OR END

USER:
1. Enter the first and last zip codes, separated by a slash, of the range of zip codes to be deleted from the record.
2. Depress the carriage return key.

ZIPFIX: Displays a message or messages confirming the deletion(s):

ZIP: 5553 UIC: WXXXXXXXXXXX ***DELETED***
(Note: only the first four zip code digits are listed)
DELETE MULTIPLE RECORDS, SINGLE RECORD OR END (M, S OR E)

USER:
1. Enter another option to continue deleting linkages, or enter E to return to the initial prompt.
2. Depress the carriage return key.

```
ADD, DELETE, REPORT RECORDS OR END   D
DELETE MULTIPLE RECORDS, SINGLE RECORD, OR END (M,S,OR E)  S
ENTER (FIVE-DIGIT ZIP CODE/UIC) OR END 55823/W4444444
ZIP:    5580    UIC:  W444444   *** DELETED ***
(NOTE:  558 IS A HIGH POPULATION DENSITY AREA, SEE TABLE 43-2)

DELETE MULTIPLE RECORDS, SINGLE RECORD, OR END (M,S,OR E)  S
ENTER THE UIC OR END  W444444
ENTER BEGIN AND END ZIP CODE RANGE
     BEGIN       /  END ZIP   (5 DIGITS EACH) OR END
    55500           55590
ZIP:      5553      UIC:      W444444  *** DELETED ***

ZIP:      5554      UIC:      W444444  *** DELETED ***

ZIP:      5555      UIC:      W444444  *** DELETED ***

ZIP:      5557      UIC:      W444444  *** DELETED ***

DELETE MULTIPLE RECORDS, SINGLE RECORD, OR END (M, S, OR E)  E
ADD, DELETE, REPORT RECORDS OR END  E
```

Figure 43–3. ZIPFIX Deletion function example, showing both single and multiple deletion options

Section IV
OUTPUT DESCRIPTION

43–8. Output.

The output of ZIPFIX consists of messages confirming the successful completion of ZIPFIX program functions and of the zip codes and unit identification codes which are linked together. Output from the ZIPFIX program may be used to identify Reserve units which are within reasonable commuting distance of the user-input zip-code. Conversely, the output will identify resident zip codes which occur within reasonable commuting distance of a specified Reserve unit.

43–8A. (Not used.)

(Paragraph not used.)

Section V
ERROR MESSAGES AND CORRECTION PROCEDURES

43–9. System Errors.

The following is a representative list of possible system errors. If any such error messages appear, call the KEYSTONE Branch immediately.

1. Any message which contains one of the following phrases:
   XXXX FILE NOT INCREMENTED
   XXXX FILE NOT DECREMENTED
   XXXX FILE NOT UPDATED
2. Any message which contains one of the following phrases:
   COUNTERS WOULD BECOME NEGATIVE
   UNSUCCESSFUL UPDATE OF XXXXX
   RESERVATIONS WOULD BECOME NEGATIVE
3. **** TRACE BACK ****

ENTRY POINT	ENTRY ADDRESS	RETURN ADDRESS
XXXXXXXX	ZZZZZZZZ	ZZZZZZZZ

4. ERROR: ON LUN=XXXXXX
   VSAM ERROR RETURN CODE=XXXXXX
   ACTION CODE=XXX
   KEYS (IN HEX)=ZZZZZZZZ, ZZZZZZZZ
   RECORD TYPE=XXX
   SPARE VARIABLE X=XXXXXX
   CALL KEYSTONE BRANCH
5. SYSTEM ERROR : INVALID XXXXX IN XXXX
   : ILLEGAL XXXXXX
   : OCCURRED IN XXX WHEN CALLING XXXX
   : IN XXXXXX WHEN RUNNING XXXXX
   : RETURNED BY XXXX
   : ERROR IN XXXX
   : XXXX NOT FOUND
   : RECORD DESCRIPTOR HAS XXXXXXX RETURN CODE IS XX
   : PLEASE CALL KEYSTONE BRANCH
6. ERROR: READING XXXXX
   : INVALID XXXX INDICATOR IN SUBROUTINE XX
   : XXX NOT FOUND ON XXXX FILE
   : XXXXX ERROR-SUBROUTINE XXXXXX
   : SIOXX-FOR KEY XXXXXX AND ACTION XXXX NUMREC=XXXXXXXX
   : ILLEGAL XXXX PASSED TO XXXXXX
   : BAD XXXX IN XXXXXX
   : IN XXXXX - XXXXXX
   : CANNOT FIND XXXX ON XXXXXX
7. FATAL ERROR - XXXXXX
8. SIOXX ERROR: XXXXXX
9. INVALID XXXXX IN SIOXX

10. INVALID VALUE FOR XXXXX IN XXXXXX
11. BAD RETURN FROM XXXX IN XXXXXX
12. PROBLEM WITH XXXX XXXX RECORD
    VALIDATING XXXXXX IN XXXXXX
    READING XXXXXXX
    IN XXXXXX
13. UNABLE TO GET DATA FROM XXXXXX
    VALIDATE XXXX - XXXXXX
    DECODE XX TYPE XXXXXX
14. VSAM ERROR=XXXX ON LUN XXX
15. VMCF ERROR=XXXXXX FOR LUN XXX
16. NO SINK AVAILABLE FOR LUN XXX
17. KEY/RECORD DISAGREE, KEY=XXXXXX RECORD: XXXXX
18. FACTOR XXXXXX NOT IN DATA DICTIONARY (XXXX)
19. LOGIC ERROR: XXXXXX XXXXX
    XXXXX IS OUT OF RANGE XXXX IS AN INVALID XXXXX FOR COMPONENT (XXXX)
21. THIS OPTION NOT AVAILABLE AT THIS TIME
    ACTION IS XXXX
22. NO XXXXXX FOUND IN XXXXX
23. XXXXXX RECEIVED BY XXXX IS INCORRECT
24. $CTS ERROR IN XXXX ROUTINE

43–10. Operation Errors

The following list contains possible operation error messages and the corrective action to be taken for each.

Table 43–10A
List of possible operation error messages and the corrective action to be taken for each

MESSAGE:
1. **INVALID CODE ENTERED, 1 SLASH IS REQUIRED**
2. **INVALID ZIP CODE, TRY AGAIN**
3. **INVALID UIC, SKIP THIS ONE AND TRY AGAIN**

ACTION: The above error messages all refer to errors made by the user in entering data or in leaving required fields blank. Verify the data and re-enter it in the proper format.

MESSAGE:
1. **NO RECORD FOUND ON UIC FILE WITH UIC CODE: XXXXXXXXX**
2. ZIP: XXXX UIC: XXXXXXXXX *** NOT FOUND ON ZIPUIC FILE***
3. **DELETE ZIPUIC RECORD ERROR**
4. **NO RECORD FOUND ON UIC FILE WITH UIC CODE: XXXXXXXXXX**
5. **NO RECORD FOUND WITHIN THIS ZIP RANGE FOR UIC: XXXXXXXXXX**
6. **ERROR ON ZIPUIC DELETION**

ACTION: The above messages all indicate conditions wherein in the record sought by the user cannot be found. Verify the data and enter it again. The program will return to the beginning of the function.

MESSAGE:
1. INVALID UIC, TRY AGAIN (Y OR N)?
2. **INVALID RANGE, BEGIN OR END VALUE, TRY AGAIN (Y OR N)?
3. NO RECORD FOUND, REPORT AGAIN (Y OR N)

ACTION: In either case, Enter Y (YES) OR N (NO). Y will return to the prompt for the invalid data. N will return to the beginning of the function.

MESSAGE:
1. **INVALID UIC CODE, THE FIRST CHARACTER SHOULD BE W**
2. **INVALID UIC CODE**
3. **UIC CODE ENTERED IS NOT ON UIC FILE**
4. **INVALID ZIP CODE**

ACTION: The above error messages all refer to errors made by the user in leaving required fields blank. Verify the data and re-enter it in the proper format.

Table 43–10A
List of possible operation error messages and the corrective action to be taken for each—Continued

MESSAGE: **THE XXTH ZIP CODE IS INVALID. IT IS NOT ADDED**
ACTION: The specified zip code is invalid. The other zip codes entered along with it have been added. Processing continues.

MESSAGE:
1. **THERE ARE NO UICS FOR THIS ZIP CODE**
2. **NO RECORDS ARE FOUND ON THE FILE**
3. **NO ZIP CODES FOUND FOR THIS UIC**

ACTION: The above messages signal that the desired codes cannot be found or that they are not linked to zip codes or UICS. Verify your data. The program will return to the beginning or the function.

Chapter 44
RPCANCL1 PROGRAM

Section I
PROGRAM SUMMARY

44–1. Purpose.
The RPCANCL1 program reports Army Reserve and National Guard cancellation records, or those records for a user-specified location identification (LOCID).

44–2. Applicability.
The RPCANCL1 program is accessed by the following user groups:

a. REQUEST/RETAIN Branch
b. Accession Management Branch
c. FORSCOM
d. CONUSA
e. ARCOM

44–3. Options.
RPCANCL1 enables the user to report total or non-total cancellation records for the Army Reserve, National Guard, both components, or a specific location ID.

Section II
INPUT REQUIREMENTS

44–4. Data Items.
RPCANCL1 requires the user to enter only the component for which cancellation records are required, or a valid location ID.

44–4A. (Not used.)
(Paragraph not used.)

Section III
PROGRAM OPERATION

44–5. Initiation Procedures.
After completing the sign-on procedures described in Appendix B, the system prints the following message:

ENTER PROGRAM NAME, “LIST” OR “OFF”

The user enters RPCANCL1 and depresses the carriage return key. The program is now ready to communicate with the user.

44–6. Procedures.

Follow the procedures described below to operate the RPCANCL1 program. Refer to Figure 44-1 for a sample output.

Table 44–6A
Procedures to operate the RPCANCL1 program

RPCANCL1: ENTER ARSV, NGRD, BOTH, A LOCID, OR END:
USER:
1. Enter ARSV for Army Reserve cancellation records.
2. Enter NGRD for National Guard cancellation records.
3. Enter BOTH for the records of both components.
4. Enter a valid LOCID for the totals for the specified LOCID. The next prompt will then be skipped.
5. Depress the carriage return key.

RPCANCL1: TOTAL ONLY? (Y OR N)
USER:
1. Enter Y to access the totals for the specified component or LOCID.
2. Enter N to have the totals displayed for each LOCID within the specified component.
3. Depress the carriage return key.

RPCANCL1: Prints the desired data then displays the original prompt.
ENTER ARSV, NGRD, BOTH, A LOCID, OR END:
USER:
1. Select another option to continue reporting or enter END to exit.
2. Depress the carriage return key.

```
ENTER ARSV, NGRD, BOTH, A LOCID, OR END
ARSV
TOTALS ONLY:  (Y OR N)
Y

                                    --TOTAL--
                                     REASON
          C1   C2   C3   C4   C5   C6   C7   C8   C9  C10  C11  C12  C13  TOTAL
  DAY      0    0    0    0    1    0    0    0    0    0    0    0    0      1
MONTH      0    0    1    0    6    0    0    0    0    0    0    5    0     12
 YEAR    806 1136 2071   95  775 1206   90   47   69  215  589 3369   70  10538
ENTER ARSV, NGRD, BOTH, A LOCID, OR END:

MD

                                 --OTAG MD ARNG--
                                     REASON
          C1   C2   C3   C4   C5   C6   C7   C8   C9  C10  C11  C12  C13  TOTAL
  DAY      0    0    0    0    0    0    0    0    0    0    0    0    0      0
MONTH      0    0    0    0    0    0    0    0    0    0    0    0    0      0
 YEAR      9    6   39    3   16   89   10   20   31   36   13   37    1    310
ENTER ARSV, NGRD, BOTH, A LOCID, OR END:
END
```

Figure 44–1. Sample RPCANCL1 output

Section IV
OUTPUT DESCRIPTION

44–7. Output.

RPCANCL1 provides day-to-the-moment, month-to-date, and year-to-date cancellation totals. RPCANCL1 will list this data for a specific LOCID, all LOCIDs within the Army Reserve and National Guard, or separately for each component.

Reports are totalled for the day, month and year and for each of the cancellation code categories listed in Table 44-1 below.

Table 44–1
RPCANCL1 output description

Field Label	Reason for Cancellation
C1	Declined enlistment
C2	Police record.
C3	Medical disqualification.
C4	Joined other component.
C5	Changed MOS.
C6	Changed start date.
C7	Fraudulent entry.
C8	Double allocation.
C9	TRADOC discharge.
C10	Unqualified.
C11	No show.
C12	Other reasons.
C13	Conflicting civilian employment.

44–7A. (Not used.)

(Paragraph not used.)

Section V
ERROR MESSAGES AND CORRECTION PROCEDURES

44–8. System Errors.

The following is a representative list of possible system errors. If any such error messages appear, call the REQUEST/RETAIN Branch immediately.

1. Any message which contains one of the following phrases:
   XXXX FILE NOT INCREMENTED
   XXXX FILE NOT DECREMENTED
   XXXX FILE NOT UPDATED
2. Any message which contains one of the following phrases:
   COUNTERS WOULD BECOME NEGATIVE
   UNSUCCESSFUL UPDATE OF XXXXX
   RESERVATIONS WOULD BECOME NEGATIVE
3. **** TRACE BACK ****

ENTRY POINT	ENTRY ADDRESS	RETURN ADDRESS
XXXXXXXX	ZZZZZZZZ	ZZZZZZZZ

4. ERROR: ON LUN=XXXXXX
   VSAM ERROR RETURN CODE=XXXXXX
   ACTION CODE=XXX
   KEYS (IN HEX)=ZZZZZZZZ, ZZZZZZZZ
   RECORD TYPE=XXX
   SPARE VARIABLE X=XXXXXX
   CALL REQUEST/RETAIN BRANCH
5. SYSTEM ERROR : INVALID XXXXX IN XXXX
   : ILLEGAL XXXXXX
   : OCCURRED IN XXX WHEN CALLING XXXX
   : IN XXXXXX WHEN RUNNING XXXXX

: RETURNED BY XXXX
: ERROR IN XXXX
: XXXX NOT FOUND
: RECORD DESCRIPTOR HAS XXXXXXX RETURN CODE IS XX
PLEASE CALL REQUEST/RETAIN BRANCH

6. ERROR : READING XXXXX
: INVALID XXXX INDICATOR IN SUBROUTINE XX
: XXX NOT FOUND ON XXXX FILE
: XXXXX ERROR-SUBROUTINE XXXXXX
: SIOXX-FOR KEY XXXXXX AND ACTION XXXX NUMREC=XXXXXXXX
: ILLEGAL XXXX PASSED TO XXXXXX
: BAD XXXX IN XXXXXX
: IN XXXXX - XXXXXX
: CANNOT FIND XXXX ON XXXXXX
7. FATAL ERROR - XXXXXX
8. SIOXX ERROR: XXXXXX
9. INVALID XXXXX IN SIOXX
10. INVALID VALUE FOR XXXXX IN XXXXXX
11. BAD RETURN FROM XXXX IN XXXXXX
12. PROBLEM WITH XXXX XXXX RECORD
VALIDATING XXXXXX IN XXXXXX
READING XXXXXXX
IN XXXXXX
13. UNABLE TO GET DATA FROM XXXXXX
VALIDATE XXXX - XXXXXX
DECODE XX TYPE XXXXXX
14. VSAM ERROR=XXXX ON LUN XXX
15. VMCF ERROR=XXXXXX FOR LUN XXX
16. NO SINK AVAILABLE FOR LUN XXX
17. KEY/RECORD DISAGREE, KEY=XXXXXX RECORD: XXXXX
18. FACTOR XXXXXX NOT IN DATA DICTIONARY (XXXX)
19. LOGIC ERROR: XXXXXX XXXXX
20. XXXXX IS OUT OF RANGE XXXX IS AN INVALID XXXXX FOR COMPONENT (XXXX)
21. THIS OPTION NOT AVAILABLE AT THIS TIME
ACTION IS XXXX
22. NO XXXXXX FOUND IN XXXXX
23. XXXXXX RECEIVED BY XXXX IS INCORRECT
24. $CTS ERROR IN XXXX ROUTINE

44–9. Operation Errors

The following list contains possible operation error messages and the corrective action to be taken for each.

Table 44–9A
List of possible operation error messages and the corrective action to be taken for each

MESSAGE: 'LOCATION ID NOT FOUND'
'LOCID XXXX NOT ON REPACTIVITY FILE'
ACTION: Both messages indicate conditions wherein the record sought by the user cannot be found. Verify the data and enter it again.

Chapter 45
RPCANCL2 PROGRAM

Section I
PROGRAM SUMMARY

45–1. Purpose.
The RPCANCL2 program is used to report cancellation records for a user-specified social security number, or a specific cancellation date and location identification.

45–2. Applicability.
The RPCANCL2 program is accessed by the following user groups:

a. KEYSTONE Branch
b. Accession Management Branch
c. FORSCOM
d. CONUSA
e. ARCOM

45–3. Functions.
RPCANCL2 has a single function, to report cancellation records.

45–4. Options.
RPCANCL2 provides the user with the following options:

1. The user may report all cancellation records.
2. The user may report the cancellation record and reason for cancellation of a single social security number.
3. The user may report cancellation records by cancellation reason code, for a specified date range.
4. The user may report all cancellation records for a specified location ID.

Section II
INPUT REQUIREMENTS

45–5. Data Items.
RPCANCL2 requires the user to enter the items described below in table 45-1.

Table 45–1
RPCANCL2 input data items

Field Name	Field Label	Valid Values
Social security number	s	Enter the valid social security number without slashes.
Location identification code	ARMY(100-900)	Enter the valid three-digit Army location code between 100 and 900.
Region identification code	REGION(1-6)	Enter the one-digit region code.
Location ID	LOCID	Enter a valid LOCID.

45–5A. (Not used.)
(Paragraph not used.)

Section III
PROGRAM OPERATION

45–6. Initiation Procedures.
After completing the sign-on procedures described in Appendix B, the system prints the following message:

ENTER PROGRAM NAME, “LIST” OR “OFF”

The user enters RPCANCL2 and depresses the carriage return key. The program is now ready to communicate with the user.

45–7. Procedures.

Follow the procedures described below to execute the RPCANCL2 report. Refer to figures 45-1 and 45-2 for sample outputs.

Table 45–7
Procedures to execute the RPCANCL2 report

RPCANCL2: LOCATION ID INPUT
ENTER ALL(A), ARMY(100-900), REGION(1-6), SELECT(S)
USER:
1. To report all cancellation records, enter A.
2. To report all records for a specific Army location ID code, enter a valid code between 100 and 900 and skip to paragraph 45-7b.
3. To report all records for a specific region, enter a region ID between 1 and 6 and skip to paragraph 45-7b.
4. To report cancellation records for a specific area ID, enter an S.
5. Depress the carriage return key.

RPCANCL2: If S was entered, the program prompts:

ENTER LOCID BETWEEN THE SLASHES
/ / / / / / / /

USER: Enter the specific area LOCIDs between the slashes for cancellation reports pertinent to each, and depress the carriage return key.

RPCANCL2: ENTER MORE LOCIDS (Y) OR (N)?
USER:
1. To report more LOCIDs, enter Y.
2. If no more slashes are required, enter N.
3. Depress the carriage return key.

RPCANCL2: SEARCH BY SOC SEC NO(S), LIST(L) OR END(E)?
USER:
1. For the record of a specific social security number, enter S.
2. For a list of cancellation reason codes, enter L.
3. To exit, enter E.
4. Depress the carriage return key.

a. Follow the procedures below to obtain the cancellation report for a specific social security number. A sample output is seen in Figure 45-1.

Table 45–7A
A sample output

RPCANCL2: If S was entered the program displays:
ENTER SOC SEC NO OR END(E)?
USER:
1. Enter the social security number desired.
2. Enter E, to exit.
3. Depress the carriage return key.

RPCANCL2: If a social security number was entered the program prints the desired report and exits.
USER: N/A

```
LOCATION ID INPUT

ENTER ALL(A), ARMY(100-900), REGION(1-6), SELECT(S)
A

SEARCH BY SOC SEC NO(S), LIST(L) OR END(E)?
S

ENTER SOC SEC NO OR END(E)?
555555555
              CANCELLATION REPORT BY SOC SEC NO.

               CANCELLATION FOR LOCID 22

SOC SEC# /  NAME                              / MOS / AIT DATE / SX / RESERV   /
555555555   KURTZ ALLEN O                        12B1  21/01/83    M   27/12/82
REP REAS          /
POLICE RECORD
```

Figure 45–1. Sample cancellation report for a specified social security number

b. Follow the procedures below to report records by cancellation reason code. Figure 45-2 shows a sample output.

Table 45–7B
A sample output

RPCANCL2: BEGIN CANCEL DATE/END CANCEL DATE
USER: Enter the desired date range in DD/MM/YY format, with the earliest date to be displayed to the left of the slash and the end date to the right of the slash, then depress the carriage return key.

RPCANCL2: DISPLAY CANCELLATION CODES (Y) OR (N)?
USER:
1. For a list of cancellation reason codes, enter Y.
2. If user does not require the list, enter N.
3. Depress the carriage return key.

RPCANCL2: If Y was entered the program displays

CANCELLATION REASON CODES
****
1 DECLINED ENL
2 POLICE RECORD
3 MEDICAL DISQUAL
4 JOINED OTHR COMP
5 CHANGED MOS
6 CHANGE STARTDATE
7 FRAUDULENT ENL
8 DOUBLE ALLOCATN
9 TRADOC DISCHARG
10 UNQUALIFIED
11 NO SHOW
12 OTHER REASONS
13 CONFLCT CIV EMP
****
ENTER CANCEL CODE OR ALL

USER:
1. If all records for one or more specific cancellation reasons are sought, enter the desired code number(s).

Table 45–7B
A sample output—Continued

2. If all cancellation records are desired, enter ALL.
3. Depress the carriage return key.

RPCANCL2: Displays the desired records as shown in Figure 45-2, then prints
END OF CANCELLATION REPORT
USER: N/A

```
BEGIN CANCEL DATE/END CANCEL DATE
01/01/83                 01/04/84

DISPLAY CANCELLATION CODES (Y) OR (N)?
N

ENTER CANCEL CODE OR ALL
2
              CANCELLATIONS FOR LOCID 30

SOC SEC# /  NAME                          / MOS / AIT DATE / SX / RESERV   /
111111111   TOBRES, EDWARD                 63W1  20/05/83    M   30/12/83
REP REAS        /
POLICE RECORD

SOC SEC# /  NAME                          / MOS / AIT DATE / SX / RESERV   /
111111111   TOBRES, EDWARD                 76V1  04/03/83    M   15/10/83
REP REAS        /
POLICE RECORD

              **END OF CANCELLATION REPORT**
```

Figure 45–2. Sample report output for a specified date range and reason code

Section IV
OUTPUT DESCRIPTION

45–8. Output.
RPCANCL2 provides the name, social security number, MOS, sex, AIT date, reservation date, location ID, and reason for cancellation for each person who cancelled a reservation within the location ID and specified date range.

45–8A. (Not used.)
(Paragraph not used.)

Section V
ERROR MESSAGES AND CORRECTION PROCEDURES

45–9. System Errors.
The following is a representative list of possible system errors. If any such error messages appear, call the KEYSTONE Branch immediately.

1. Any message which contains one of the following phrases:
   XXXX FILE NOT INCREMENTED

XXXX FILE NOT DECREMENTED
XXXX FILE NOT UPDATED

2. Any message which contains one of the following phrases:
   COUNTERS WOULD BECOME NEGATIVE
   UNSUCCESSFUL UPDATE OF XXXXX
   RESERVATIONS WOULD BECOME NEGATIVE
3. **** TRACE BACK ****

ENTRY POINT	ENTRY ADDRESS	RETURN ADDRESS
XXXXXXXX	ZZZZZZZZ	ZZZZZZZZ

4. ERROR: ON LUN=XXXXXX
   VSAM ERROR RETURN CODE=XXXXXX
   ACTION CODE=XXX
   KEYS (IN HEX)=ZZZZZZZZ, ZZZZZZZZ
   RECORD TYPE=XXX
   SPARE VARIABLE X=XXXXXX
   CALL REQUEST/RETAIN BRANCH
5. SYSTEM ERROR : INVALID XXXXX IN XXXX
   : ILLEGAL XXXXXX
   : OCCURRED IN XXX WHEN CALLING XXXX
   : IN XXXXXX WHEN RUNNING XXXXX
   : RETURNED BY XXXX
   : ERROR IN XXXX
   : XXXX NOT FOUND
   : RECORD DESCRIPTOR HAS XXXXXXX RETURN CODE IS XX
   : PLEASE CALL REQUEST/RETAIN BRANCH
6. ERROR : READING XXXXX
   : INVALID XXXX INDICATOR IN SUBROUTINE XX
   : XXX NOT FOUND ON XXXX FILE
   : XXXXX ERROR-SUBROUTINE XXXXXX
   : SIOXX-FOR KEY XXXXXX AND ACTION XXXX NUMREC=XXXX XXXX
   : ILLEGAL XXXX PASSED TO XXXXXX
   : BAD XXXX IN XXXXXX
   : IN XXXXX - XXXXXX
   : CANNOT FIND XXXX ON XXXXXX
7. FATAL ERROR - XXXXXX
8. SIOXX ERROR: XXXXXX
9. INVALID XXXXX IN SIOXX
10. INVALID VALUE FOR XXXXX IN XXXXXX
11. BAD RETURN FROM XXXX IN XXXXXX
12. PROBLEM WITH XXXX XXXX RECORD
    VALIDATING XXXXXX IN XXXXXX
    READING XXXXXXX
    IN XXXXXX
13. UNABLE TO GET DATA FROM XXXXXX
    VALIDATE XXXX - XXXXXX
    DECODE XX TYPE XXXXXX
14. VSAM ERROR=XXXX ON LUN XXX
15. VMCF ERROR=XXXXXX FOR LUN XXX
16. NO SINK AVAILABLE FOR LUN XXX
17. KEY/RECORD DISAGREE, KEY=XXXXXX RECORD: XXXXX
18. FACTOR XXXXXX NOT IN DATA DICTIONARY (XXXX)
19. LOGIC ERROR: XXXXXX XXXXX
20. XXXXX IS OUT OF RANGE XXXX IS AN INVALID XXXXX FOR COMPONENT (XXXX)
21. THIS OPTION NOT AVAILABLE AT THIS TIME
    ACTION IS XXXX
22. NO XXXXXX FOUND IN XXXXX
23. XXXXXX RECEIVED BY XXXX IS INCORRECT
24. $CTS ERROR IN XXXX ROUTINE

45–10. Operation Errors

The following list contains possible operation error messages and the corrective action to be taken for each.

Table 45–10A
List of possible operation error messages and the corrective action to be taken for each

MESSAGE:
'INVALID DATE'
'INVALID CANCEL CODE'
'CODE INVALID, RE-ENTER'
'XXXX IS AN INVALID LOCID'
'INVALID RESPONSE'
'ERROR: THE FOLLOWING LINE IS NOT A VALID ENTRY'

ACTION: The above messages all refer to errors made by the user in entering data or in leaving required fields blank. Verify the data and re-enter it in the proper format.

MESSAGE: 'END CANCEL DATE IS BEFORE START CANCEL DATE, RE-ENTER'
ACTION: Either the dates have been reversed, or an invalid start date has been used. Verify the desired start date and re-enter the date under START CANCEL DATE.

MESSAGE: 'CHARACTER UNDER SLASH, RE-ENTER LINE'
ACTION: The above message refers to entries which are to be made between slashes, rather than on a slash. Re-enter the entire line typing the entry directly between the slash marks.

MESSAGE: NO CANCELLATIONS FOUND BETWEEN DD/MM/YY AND DD/MM/YY
ACTION: The date range requested contains no cancellation records. Verify the date range and re-enter the data.

Chapter 46
RESRVDUV PROGRAM

Section I
PROGRAM SUMMARY

46–1. Purpose.

The RESRVDUV program enables the user to obtain reports of Reserve unit reservations for a single MOS (three or four characters) or for all MOSs (also three or four characters). Reports are generated for each UIC within the command specified (see paragraph 46-2). Reservations are reported for each day of the user-specified period (see paragraph 46-3) on which reservations were made.

46–2. Applicability.

The RESRVDUV program is accessed by the following user groups:

a. KEYSTONE Branch
b. Accessions Management
c. USAREC/Recruiting Battalions
d. USAREC/MEPS
e. OCAR CONUSA
f. FORSCOM
g. ARCOMS

46–3. Options.

The user may choose any one of six vacancy reports for either an individual MOS or the entire range of MOSs. These reports are specified by the user-input report number. Table 46-1 details the report options available through RESRVDUV.

Table 46–1
RESRVDUV user options

Option	Function
Report by: 1. MACOM-UIC 2. CONUSA-MUSARC-UIC 3. MUSARC-UIC 4. MUSARC-DRC-UIC 5. DRC-UIC 6. UIC	Enter the number corresponding to the report desired. The report will then be generated for all UICs with reservations within the higher command(s).
End	Enter E to terminate processing.

Section II
INPUT REQUIREMENTS

46–4. Data Items.

The only input data items required by RESRVDUV are the MOS code for which the report should be generated (unless the report is to be generated for all MOSs, in which case ALL is entered) and the dates beginning and ending the period for which the report is to be written. The input MOS code may be a three or four-character code. The dates are six digits in DDMMYY format with no separating slashes.

46–4A. (Not used.)

(Paragraph not used.)

Section III
PROGRAM OPERATION

46–5. Initiation Procedures.

After following the sign-on procedures in Appendix B, wait for the system to prompt:

ENTER PROGRAM NAME, LIST OR OFF

Enter RESRVDUV and depress the carriage return key. The program is now ready to communicate with the user.

46–6. Procedures.

Follow the procedures below to obtain Reserve vacancy reports.

Table 46–6A
Procedures to obtain Reserve vacancy reports

RESRVDUV: PLEASE ENTER RANGE OF DATES, ALL OR END
DDMMYY/DDMMYY
USER:
1. Enter beneath the prompt and in DDMMYY format the beginning and end dates of the period for which the report is to be generated, or enter ALL if no particular period is to be specified.
2. Depress the carriage return key.

RESRVDUV: PLEASE ENTER A MOS, ALL OR END
USER:
1. Enter either a specific three or four character MOS, ALL or enter END to terminate processing.
2. Depress the carriage return key.

RESRVDUV: DISPLAY UNIT VACANCIES? PLEASE ENTER Y, N OR END
USER:
1. Enter Y or N (Yes or No) depending upon whether you wish to have the program list all the vacancies for the specified criteria, or have the program print only the number of reservations with that criteria, or END to terminate processing.
2. Depress the carriage return key.

RESRVDUV:
REPORTS CAN BE GENERATED BY:

Table 46–6A
Procedures to obtain Reserve vacancy reports—Continued

MACOM-UIC
CONUSA-MUSARC-UIC
MUSARC-UIC
MUSARC-DRC-UIC
DRC-UIC
UIC
PLEASE ENTER A NUMBER OR END

USER:
1. Enter the desired reporting option number (see paragraph 46–2).
2.Depress the carriage return key.

RESRVDUV:
Prompts for codes identifying the units specified in the reporting option:
ENTER MACOM OR END, or
ENTER CONUSA OR END, or
ENTER MUSARC OR END, or
ENTER DRC OR END, or
ENTER UIC OR END

USER:
1. Enter the identification code prompted for by the program.
2. Depress the carriage return key.

RESRVDUV:
THE TOTAL NUMBER OF RESERVATION IS XXX
PLEASE ENTER RANGE OF DATES, ALL OR END
DDMMYY/DDMMYY
USER:
1. Enter END to terminate processing, or enter new dates or ALL to begin the cycle again.
Depress the carriage return key.

```
PLEASE ENTER A MOS, ALL OR END
12C2
DISPLAY UNIT VACANCIES?  PLEASE ENTER Y, N, OR END
N
REPORTS CAN BE GENERATED BY:
         1.   MACOM - UIC
         2.   CONUSA - MUSARC - UIC
         3.   MUSARC - UIC
         4.   MUSARC - DRC - UIC
         5.   DRC - UIC
         6.   UIC

PLEASE ENTER A NUMBER OR END
6
ENTER UIC OR END
WAK7DOA
THE TOTAL NUMBER OR RESERVATIONS IS 37
PLEASE ENTER RANGE OF DATES, ALL OR END
DDMMYY/DDMMYY
010981 011081
PLEASE ENTER A MOS, ALL OR END
76C1
DISPLAY UNIT VACANCIES?  PLEASE ENTER Y, N, OR END
Y
REPORTS CAN BE GENERATED BY:
         1.   MACOM - UIC
         2.   CONUSA - MUSARC - UIC
         3.   MUSARC - UIC
         4.   MUSARC - DRC - UIC
         5.   DRC - UIC
         6.   UIC

PLEASE ENTER A NUMBER OR END
6
ENTER UIC OR END
WAK7DOA
                                  9/28/81
    UNIT DESIGNATION:  0013 EN BN CO D (BRG) (-)

BON    PR    MOS4    GRD    SQI    ASI    LANG    SEC    SEX    DATE    CONTROL

       2     76C1    4      0                      F      M      8109    2080092
       SSN:   123456789                            COMMENTS:     NONE
          *************** END OF REPORT ************************

THE TOTAL NUMBER OF RESERVATIONS IS 1
PLEASE ENTER RANGE OF DATE, ALL OR END
DDMMYY/DDMMYY
END
```

Figure 46–1. RESRVDUV report examples

Section IV
OUTPUT DESCRIPTION

46–7. Output.

RESRVDUV produces reports of Reserve unit vacancies. The output data items are described below:

Table 46–2
RESRVDUV output description

Field Name	Field	Content Description
Bonus flag	BON(2)	This two-character code indicates the bonus status of the vacancy. Valid values are: 1. First character – Y=Bonus associated with MOS; N=No bonus associated with MOS. 2. Second character= F=Bonus for enlistment or reup; K=Ponus for reup only; N=No bonus.
Vacancy priority number	PR(1)	The number indicating the relative priority of the vacancy within the corresponding Reserve unit as assigned by the Reserve commander, 1 being the highest priority.
MOS code	MOS4(4)	Military occupational specialty of unit vacancy in question.
Special qualification identifier	SQI(1)	Code identifying special qualification required by unit vacancy in question. Valid values are: A Technical Intelligeree B Unit Interpersonal Relations Worker C CBR D Civil Affairs Operations K Northern Warfare Expert F Flying Status G Rarger H Instructor I Installer J Scuba K Logistics NCO L Linguist M First Sergeant N White House Communications Agency 0 None P Parachutist Q Race Relations Instructor R Research, Development, Test and Evaluation 5 Special Forces T Transition U Track Personnel/Cargo Driver V Range/Parachutist W Psychological Warfare X Drill 3nstructor Y Pathfinder Z Alcohol and Drug Abuse Program
Additional skill identifier	ASI(2)	The two character code identifying the additional skill requirement of the unit vacancy in question. See AR 611-201 for a complete list of valid codes.
Language identification code	LANG(2)	The two character code identifying the unit vacancy's language skills requirement. See AR 611-6 for valid values.

Table 46–2
RESRVDUV output description—Continued

Field Name	Field	Content Description
Security investigation status	SEC(1)	Valid values are: A Favorable Background Investigation (BI) completed. B Favorable National Agency Check (f4AC) completed. C Favorable Local Files Check (LFC) completed. D Favorable LFC completed, plus two years of continuous active duty. E Confidential. F Favorable NAC completed, BI initiated but not completed. G Favorable Entrance National Agency check (ENTNAC) completed. H NAC completed; individual is PRP qualified. I NAC completed; individual is not PRP qualified. J Secret. K Favorable LFC completed, NAC initiated but not completed. L Top secret. M BI initiated but not completed. N BI completed; individual is PRP qualified. 0 BI completed; individual is not PRP qualified. P ENTNAC initiated but not completed. Q ENTNAC completed; individual is PRP qualified. R ENTNAC completed; individual is not PRP qualified. S Special Background Investigation (SBI)—performed and is certified for Special Intelligence (SI) access. T SBI—Performed and is not certified for Special Intelligence (SI) access. U SBI—Performed and is certified for E/W Crypton Special Intelligence Assignment. V SBI—Performed and is not currently certified fcr E/W Crypton Special Intelligence Assignment. W None. X No investigation initiated: or deleticn of other codes from data base. Y Ineligible for security clearance. Z Review of DODNACC dossier required prior to security clearance determination.
Sex	SEX (1)	Sex code F=Female. M=Male. X=No requirement.
Unit vacancy date	DATE(5)	The date in YY/MM format on which the vacancy will arise.
Unit vacancy control number	CONTROL(7)	The seven digit control number assigned to reference a particular unit vacancy.

46–8. Utilization of system output

RESRVDUV output enables the user to verify the existence of Reserve unit reservation within specified units and within specified MOSs.

Section V
ERROR MESSAGES AND CORRECTION PROCEDURES

46–9. System Errors.

The following is a representative list of possible system errors. If any such error messages appear, call the KEYSTONE Branch immediately.

1. Any message which contains one of the following phrases:
   XXXX FILE NOT INCREMENTED
   XXXX FILE NOT DECREMENTED
   XXXX FILE NOT UPDATED
2. Any message which contains one of the following phrases:
   COUNTERS WOULD BECOME NEGATIVE

UNSUCCESSFUL UPDATE OF XXXXX
RESERVATIONS WOULD BECOME NEGATIVE

3. **** TRACE BACK ****

ENTRY POINT	ENTRY ADDRESS	RETURN ADDRESS
XXXXXXXX	ZZZZZZZZ	ZZZZZZZZ

4. ERROR: ON LUN=XXXXXX
VSAM ERROR RETURN CODE=XXXXXX
ACTION CODE=XXX
KEYS (IN HEX)=ZZZZZZZZ, ZZZZZZZZ
RECORD TYPE=XXX
SPARE VARIABLE X=XXXXXX
CALL REQUEST/RETAIN BRANCH
5. SYSTEM ERROR : INVALID XXXXX IN XXXX
: ILLEGAL XXXXXX
: OCCURRED IN XXX WHEN CALLING XXXX
: IN XXXXXX WHEN RUNNING XXXXX
: RETURNED BY XXXX
: ERROR IN XXXX
: XXXX NOT FOUND
: RECORD DESCRIPTOR HAS XXXXXXX RETURN CODE IS XX
:PLEASE CALL REQUEST/RETAIN BRANCH
6. ERROR : READING XXXXX
: INVALID XXXX INDICATOR IN SUBROUTINE XX
: XXX NOT FOUND ON XXXX FILE
: XXXXX ERROR-SUBROUTINE XXXXXX
: SIOXX-FOR KEY XXXXXX AND ACTION XXXX NUMREC=XXXXXXXX
: ILLEGAL XXXX PASSED TO XXXXXX
: BAD XXXX IN XXXXXX
: IN XXXXX - XXXXXX
: CANNOT FIND XXXX ON XXXXXX
7. FATAL ERROR - XXXXXX
8. SIOXX ERROR: XXXXXX
9. INVALID XXXXX IN SIOXX
10. INVALID VALUE FOR XXXXX IN XXXXXX
11. BAD RETURN FROM XXXX IN XXXXXX
PROBLEM WITH XXXX XXXX RECORD
VALIDATING XXXXXX IN XXXXXX
READING XXXXXXX
IN XXXXXX
13. UNABLE TO GET DATA FROM XXXXXX
VALIDATE XXXX - XXXXXX
DECODE XX TYPE XXXXXX
14. VSAM ERROR=XXXX ON LUN XXX
15. VMCF ERROR=XXXXXX FOR LUN XXX
16. NO SINK AVAILABLE FOR LUN XXX
17. KEY/RECORD DISAGREE, KEY=XXXXXX RECORD: XXXXX
18. FACTOR XXXXXX NOT IN DATA DICTIONARY (XXXX)
19. LOGIC ERROR: XXXXXX XXXXX
20. XXXXX IS OUT OF RANGE XXXX IS AN INVALID XXXXX FOR COMPONENT (XXXX)
21. THIS OPTION NOT AVAILABLE AT THIS TIME
ACTION IS XXXX
22. NO XXXXXX FOUND IN XXXXX
23. XXXXXX RECEIVED BY XXXX IS INCORRECT
24. $CTS ERROR IN XXXX ROUTINE

46–10. Operation Errors

The following messages describe operation errors. With each message is included the corrective action to be taken for each error condition.

Table 46–10A
Operation error messages

MESSAGE: NO RESERVATIONS FOR XXXXXXXX BETWEEN XX/XX/XX AND XX/XX/XX
ACTION: This is an information message. Processing continues.

Chapter 48
REPMANAG PROGRAM

Section I
PROGRAM SUMMARY

48–1. Purpose.
The REPMANAG program enables the user to access and to manage the hierarchy of Reserve units recorded in the ARHIER file. The combinations, or levels, are reflected in the user options described below in paragraph 48-4.

48–2. Applicability.
The REPMANAG program is accessed by the following user groups:

a. KEYSTONE Branch
b. Accessions Branch
c. FORSCOM
d. CONUSA

48–3. Functions.
REPMANAG has four functions. These include: add, delete, update, and report. The program can report combinations of lower-level units within higher-level units. These combinations or levels are shown in the description of user options in paragraph 48-4.

48–4. Options.
REPMANAG provides the user with the following options:

a. Add. The user may add combinations of lower-level units within higher-level units.
b. Delete. The user may delete combinations of lower-level units within higher-level units.
c. Update. Allows the user to correct faulty data. Updates to non-existent records are invalid.
d. Report. The user is provided with a list of codes identifying units in the ARHIER file.

REPMANAG also allows the user the option of choosing any one of the following six functions for the REPORT operation, and any one of the following functions, one through five, for ADD, DELETE or UPDATE operations.

a. MUSARC TO CONUSA
b. MACOM TO MUSARC
c. UIC TO MUSARC
d. UIC TO MACOM
e. DRC FOR MUSARC
f. UIC TO DRC

Section II
INPUT REQUIREMENTS

48–5. Data Items.
The REPMANAG program requires that the user enter the codes identifying specific units as described in paragraph 48-4. These data items are detailed in the following table.

Table 48–1
REPMANAG input data items

Field Name	Field Label	Valid Values
Continental U.S. Army code	CONUSA CODE	Enter the two-digit code of the CONUSA in question.
Major U.S. Army Command	MUSARC	Enter the two-digit code of the MUSARC in question.
Major Command	MACOM	Enter the seven-character code of the MACOM in question.
Unit Identification Code	UIC	Enter the seven-character code of the UIC in question.
District Recruiting Command Code	DRC	Enter the two-character code of the DRC in question.

48–5A. (Not used.)

(Paragraph not used.)

Section III
PROGRAM OPERATION

48–6. Initiation Procedures.

After following the sign-on procedure in Appendix B of the REQUEST User Manual, wait for the system to prompt:

ENTER PROGRAM NAME, LIST OR OFF

a. Enter REPMANAG and depress the carriage return key to enter the FORSCOM mode of operation.

48–7. Procedures.

a. Follow the procedures below to add a record of Reserve unit hierarchy to the ARHIER file, or to delete such a record. Words enclosed in brackets indicate alternate forms of the prompt. See figure 48-1 for sample executions.

Table 48–7A
Procedures to add a record of Reserve unit hierarchy to the ARHIER file, or to delete such a record

REPMANAG: ADD, DELETE, UPDATE, REPORT ARHIER RECORDS OR END (A, D, U, R OR E)
USER:
1. Enter A to select the ADD function or enter D to select the DELETE function.
2. Depress the carriage return key.

REPMANAG:
ADD [DELETE] RECORDS OF
1. MUSARC INTO CONUSA
2. MACOM INTO MUSARC
3. UIC INTO MUSARC
4. UIC INTO MACOM
OR 5. DRC FOR MUSARC
ENTER 1,2,3,4,5 (SEE ABOVE) OR E

USER:
1. Select the option desired as described in table 48-1.
2. Depress the carriage return key.

REPMANAG:
Displays the prompts for the required input data items.
ENTER ADDED [DELETED] CONUSA CODE (2 CHAR)/MUSARC (2 CHAR) OR END, or
ENTER ADDED [DELETED] MUSARC CODE (2 CHAR)/MACOM (7 CHAR) OR END, or
ENTER ADDED [DELETED] MUSARC CODE (2 CHAR)/UIC (7 CHAR) OR END, or
ENTER ADDED [DELETED] MACOM CODE (7 CHAR)/UIC (7 CHAR) OR END, or
ENTER ADDED [DELETED] MUSARC CODE (2 CHAR)/DRC (2 CHAR) OR END

USER:
1. Enter the appropriate codes (see table 48-2 for a description of valid values).

Table 48–7A
Procedures to add a record of Reserve unit hierarchy to the ARHIER file, or to delete such a record—Continued

2. Depress the carriage return key.

REPMANAG: RECORD ADDING [DELETING] SUCCESSFULLY!!!!
ENTER 1, 2, 3, 4, 5, (SEE ABOVE) OR E
USER:
1. Enter END to terminate processing or enter another option number to begin the cycle again.
2. Depress the carriage return key.

---

b. Follow the procedures below to update a record on the ARHIER file. See figure 48-2 for a sample execution.

Table 48–7B
Procedures to update a record on the ARHIER file

REPMANAG: ADD, DELETE, UPDATE, REPORT ARHIER RECORDS OR END
(A, D, U, R OR E)
USER:
1. Enter U.
2. Depress the carriage return key.

REPMANAG:
UPDATE RECORDS OF
1. MUSARC IN CONUSA
2. MACOM IN MUSARC
3. UIC IN MUSARC
4. UIC IN MACOM
OR 5. DRC FOR MUSARC
ENTER 1,2,3,4,5 (SEE ABOVE) OR E

USER: Select the option desired depress the carriage return key.

REPMANAG:
Displays the prompts for the required input data items:
ENTER OLD CONUSA CODE (1 CHAR)/MUSARC (2 CHAR)
OR END, or
ENTER OLD MUSARC CODE (2 CHAR)/MACOM (7 CHAR)
OR END, or
ENTER OLD MUSARC CODE (2 CHAR)/UIC (7 CHAR)
OR END, or
ENTER OLD MACOM CODE (7 CHAR)/UIC (7 CHAR)
OR END, or
ENTER OLD MUSARC CODE (2 CHAR)/DRC (2 CHAR)
OR END

USER: Enter the code to be updated and depress the carriage return key.

REPMANAG: ENTER NEW MUSARC [MACOM or UIC or DRC] CODE
USER:
1. Enter the required code (see table 48-2 for valid values).
2. Depress the carriage return key.

REPMANAG:
RECORD UPDATED SUCCESSFULLY!!!!
ENTER 1, 2, 3, 4, 5 (SEE ABOVE) OR E

USER:
1. Enter the number of the desired option to begin the cycle again or enter E to terminate the program.
2. Depress the carriage return key.

---

c. Follow the procedures below to obtain a report of records on the ARHIER file. See figure 48-3 for a sample execution.

Table 48–7C
Procedures to obtain a report of records on the ARHIER file

REPMANAG: ADD, DELETE, UPDATE, REPORT ARHIER RECORDS OR END
(A, D, U, R OR E)
USER:
1. Enter R.
2. Depress the carriage return key.

REPMANAG:
REPORT RECORD(S) OF
MUSARC IN CONUSA 1
MACOM IN MUSARC 2
UIC IN MUSARC 3
UIC IN MACOM 4
DRC FOR MUSARC 5
OR UIC IN DRC 6
ENTER 1,2,3,4,5,6 (SEE ABOVE) OR E

USER: Enter the number of the desired option and depress the carriage return key.

REPMANAG:
Prompts for the required codes:
ENTER CONUSA CODE (2 CHAR) OR END, or
ENTER MUSARC CODE (2 CHAR) OR END, or
ENTER MACOM CODE (7 CHAR) OR END, or
ENTER DRC CODE (2 CHAR) OR END

USER: Enter the required code (see table 48-2 for valid values), and depress the carriage return key.

REPMANAG:
Displays one of the following messages, after which is listed-the command's component units:
THE CONUSA: XXXX HAS FOLLOWING MUSARC(S), or
THE MUSARC: XXXX HAS FOLLOWING MACOM(S), or
THE MACOM: XXXXXXXXX HAS FOLLOWING UIC(S), or
THE MUSARC: XXXX HAS FOLLOWING DRC(S)
or
THE DRC: XXXX HAS FOLLOWING UIC(S)
ENTER 1, 2, 3, 4, 5 (SEE ABOVE) OR E

USER:
1. Enter E to terminate processing or select another option to begin the cycle again, and depress the carriage return key.

```
ADD, DELETE, UPDATE, REPORT ARHIER RECORDS OR END (A, D, U, R OR E)  A
ADD RECORD(S) OF          1.  MUSARC IN CONUSA,
                          2.  MACOM IN MUSARC,
                          3.  UIC IN MUSARC,
                          4.  UIC IN MACOM,
                     OR   5.  DRC FOR MUSARC.
ENTER 1, 2, 3, 4, 5 (SEE ABOVE) or E  1
ENTER ADDED CONUSA CODE (2 CHAR)/MUSARC (2 CHAR) OR END  1/88
RECORD ADDING SUCESSFULLY !!!!

ENTER 1, 2, 3, 4, 5 (SEE ABOVE) or E  E
ADD, DELETE, UPDATE, REPORT ARHIER RECORDS OR END (A, D, U, R OR E)  D
DELETE RECORD(S) OF       1.  MUSARC IN CONUSA,
                          2.  MACOM IN MUSARC,
                          3.  UIC IN MUSARC,
                          4.  UIC IN MACOM,
                     OR   5.  DRC FOR MUSARC.
ENTER 1, 2, 3, 4, 5 (SEE ABOVE) or E  1
ENTER DELETED CONUSA CODE (1 CHAR)/MUSARC (2 CHARS) OR END  1/87
RECORD DELETION SUCCESSFUL !!!!

ENTER 1, 2, 3, 4, 5 (SEE ABOVE) OR E  E
ADD, DELETE, UPDATE, REPORT ARHIER RECORDS OR END  E
```

Figure 48–1. REPMANAG Add and Delete function examples

```
ADD, DELETE, UPDATE, REPORT ARHIER RECORDS OR END (A, D, U, R OR E)  U
UPDATE RECORD(S) OF       1.  MUSARC IN CONUSA,
                          2.  MACOM IN MUSARC,
                          3.  UIC IN MUSARC,
                          4.  UIC IN MACOM,
                     OR   5.  DRC FOR MUSARC.
ENTER 1, 2, 3, 4, 5 (SEE ABOVE) or E  1
ENTER OLD CONUSA CODE (1 CHAR)/MUSARC (2 CHAR) OR END  1/88
ENTER NEW MUSARC CODE  87
RECORD UPDATED SUCESSFULLY !!!!

ENTER 1, 2, 3, 4, 5 (SEE ABOVE) or E  E
ADD, DELETE, UPDATE, REPORT ARHIER RECORDS OR END (A, D, U, R OR E)  E
```

Figure 48–2. REPMANAG Update function example

```
ADD, DELETE, UPDATE, REPORT ARHIER RECORDS OR END (A, D, U, R OR E)  R
REPORT RECORD(S) OF     1.  MUSARC IN CONUSA,
                        2.  MACOM IN MUSARC,
                        3.  UIC IN MUSARC,
                        4.  UIC IN MACOM,
                        5.  DRC FOR MUSARC,
                   OR   6.  UIC IN DRC.
ENTER 1, 2, 3, 4, 5, 6 (SEE ABOVE) or E  1
ENTER CONUSA CODE (1 CHARACTER) OR END  1
THE CONUSA :1   HAS FOLLOWING MUSARC(S)
         08        09        10        11        18        39

ENTER 1, 2, 3, 4, 5, 6 (SEE ABOVE) OR E  E
ADD, DELETE, UPDATE, REPORT ARHIER RECORDS OR END (A, D, U, R, OR E)  E
```

Figure 48–3. REPMANAG Report function example

Section IV
OUTPUT DESCRIPTION

48–8. Output.

The REPMANAG program produces messages indicating the successful completion of an operation or lists of codes identifying units in the report mode. See paragraph 48-4 for a description of these codes.

48–8A. (Not used.)

(Paragraph not used.)

Section V
ERROR MESSAGES AND CORRECTION PROCEDURES

48–9. System Errors.

The following list contains possible system error messages. If any of these user messages appear call the KEYSTONE Branch immediately.

1. ERROR: TEXT MUST END WITH A PERIOD - QUIT
2. XXXX ERROR=XXXXXXXX ON LUN XXX
3. NO SINK AVAILABLE FOR LUN XXX
4. INVALID NUMREC IN SIOXX
5. ERROR - SI0285 - FOR KEY=XXXXXXXXX
ACTION XXXX NUMREC=XXXXXXXXXXX
6. THIS OPTION NOT AVAILABLE AT THIS TIME
7. ACTION IS XXXX
8. **** TRACE BACK ****

ENTRY POINT	ENTRY ADDRESS	RETURN ADDRESS
XXXXXXXX	ZZZZZZZZ	ZZZZZZZZ

48–10. Operation Errors

The following messages describe operation errors. With each message is listed the corrective action for the condition described in the message.

Table 48–10A
Operation

MESSAGE:
1. INVALID ID ANSWER ***, 1 TO 6 OR E SHOULD BE ENTERED.

Table 48–10A
Operation —Continued

2. INVALID CODES, ONE SLASH IS REQUIRED!!!

ACTION: The above error messages all refer to errors made by the user in entering data or in leaving required fields blank. Verify the data and reenter it in the proper format.

MESSAGE: REQ ADDITION ERROR ****, REQ ALREADY ON ARHIER FILE
ACTION: The specified record cannot be added because a duplicate already exists. Enter another ADD record option or END.

MESSAGE: ***REQ NOT FOUND WITH THE SPECIFIED CODE ON ARHIER FILE ***
ACTION: The specified record does not exist. Enter another DELETE or UPDATE option or END.

MESSAGE:
1. NO REQ FOUND ON ARHIER FILE WITH SPECIFIED CODE
2. **NO REQ FOUND AGAINST SPECIFIED CODE **

ACTION: The specified record does not exist. Enter another REPORT option or END.

Chapter 49
RPREPORT PROGRAM

Section I
PROGRAM SUMMARY

49–1. Purpose.
The RPREPORT program reports Army Reserve and National Guard recruit enlistment and training data by user-designated Reception Station date and location ID.

49–2. Applicability.
The RPREPORT program is accessed by the following user groups:

a. KEYSTONE Branch
b. Accessions Management Branch
c. USAR Guidance Counselors/Recruiting Battalions
d. OCAR/FORSCOM CONUSA
e. Recruiting Brigades
f. National Guard Bureau

49–3. Options.
a. RPREPORT provides the user with the following options which are governed by the location ID and access code of the user. These options enable the user to set parameters for the report in respect to time (date) and area (location). The user will see only those prompts which pertain to the user's particular location ID and/or access.

b. The time parameter is set by the user-specified Reception Station date. This is the only option available to the field user.

c. The Select(s) option enables a management user to report from one to twelve specific locations within a larger area.

d. Management users have the additional option of choosing a particular Army or Regional Recruiting Command to be reported. The specific codes are listed in paragraph 49-4 below.

Section II
INPUT REQUIREMENTS

49–4. Data Items.

RPREPORT requires the user to enter the items described below. Field users enter only the first item. Other users will enter data appropriate to the data input prompts which will vary according to the LOCID and access status of the user.

1. Reception Station date. Enter the date desired in DD/MM/YY format, including the slashes. Only a Monday date is valid and therefore accepted. The program reports data for only that specific date.

2. Enter S to restrict the report to one to twelve LOCIDS within the user's range of access.

3. Enter A to report data for all LOCIDs.

4. Enter the appropriate three digit code to report recruits within a particular Army.

5. Enter the appropriate digit, one through six, to report recruits within a particular Regional Recruiting Command.

6. Management users with total access use the following codes to report all LOCIDs with a particular Army or Regional Recruiting Command.

Table 49–4A
Codes to report all LOCIDs with a particular Army or Regional Recruiting Command

CODE	ARMY	CODE	REGION
100	1st Army	1	NERRC
200	2nd Army	3	SERRC
300	3rd Army	4	SWRRC
400	4th Army	5	MWRRC
500	5th Army	6	WRRC
600	6th Army		
700	Western Command		
800	Alaska		
900	Reserve Europe		

49–4A. (Not used.)

(Paragraph not used.)

Section III
PROGRAM OPERATION

49–5. Initiation Procedures.

After completing the sign-on procedures described in Appendix B, the system prints the following message:

ENTER PROGRAM NAME, "LIST" OR "OFF"

The user enters RPREPORT and depresses the carriage return key. The program is now ready to communicate with the user. Field users will see only the first prompt. Other users will see additional prompts determined by the user's location and/or access. Figure 49-1 is a sample execution and report.

49–6. Procedures.

Follow the procedures described below to receive a report of Army Reserve and National Guard recruits by Reception Station date and selected LOCID.

Table 49–6A
Procedures to receive a report of Army Reserve and National Guard recruits by Reception Station date and selected LOCID

RPREPORT: ENTER RECEPTION STATION DATE (MONDAY)
USER:
1. Enter the Reception Station date desired, making sure the date is a Monday. Use the DD/MM/YY format with the slashes.
2. Depress the carriage return key.
a. Field users. RPREPORT prints the report and terminates the program.
b. CONUS and Management users. Proceed to the next prompt.
c. Other users, skip the next prompt.

RPREPORT: LOCATION ID INPUT
USER:

Table 49–6A
Procedures to receive a report of Army Reserve and National Guard recruits by Reception Station date and selected LOCID—Continued

(The user will see one of the following prompts)
ENTER ALL (A) OR SELECT (S)
(National Guard)
ENTER ARMY (C) OR SELECT (S)
(CONUSA)
ENTER REGION (R) OR SELECT (S)
(RRCs)
ENTER ALL (A), ARMY (100-900), REGION (1-6), SELECT (S) (Management)

USER:
1. Enter A, C or R and depress the carriage return key to report all recruits at all locations within the user's access area and previously specified Reception Station date.
RPREPORT prints the report and terminates the program.
2. Enter S, depress the carriage return key and proceed to the next prompt to limit the report to from one to 12 specific locations.
3. Enter an Army or Regional code as specified in paragraph 49–4 and depress the carriage return key to obtain a report of all recruits within the particular Army, or Region for the Reception Station date specified.
RPREPORT terminates the program upon completion of the report.

RPREPORT: ENTER LOCIDS BETWEEN THE SLASHES
/ / / / / / / / / / / /
USER:
1. Enter the specific identification codes for the locations to be reported. Up to 12 location codes may be entered.
2. Depress the carriage return key.

RPREPORT: ENTER MORE LOCIDS(Y) OR (N)?

1. Enter Y to enter more identification codes, depress the carriage return key and return to the previous prompt.
2. Enter (N) and depress the carriage return key to indicate that no more locations are to be reported.

RPREPORT: Prints the report or a "no recruits found" message and terminates the program. If both Army Reserve and National Guard locations are entered, Army Reserve locations will be reported first and then National Guard locations will be reported. See figure 49–1 for a sample report.
USER: N/A

RPREPORT: Prints the report or a "no recruits found" message and terminates the program. If both Army Reserve and National Guard locations are entered, Army Reserve locations will be reported first and then National Guard locations will be reported. See figure 49-1 for a sample report.

```
ENTER RECEPTION STATION DATE (MONDAY)  08/02/82
LOCATION ID INPUT -

ENTER ALL(A),ARMY(100-900),REGION(1-6),SELECT(S):  100

            PERSONNEL DATA-PRIVACY ACT OF 1974 (5 USC 552A)

        RESERVATIONS FOR LOCATION ID 3

SOC SEC* / NAME                        / SX  / MOS  / AIT DATE /  AIT LOC  /
484342417  XXXXXXX XXXX                  F    31N1
REC ID   / ENLIST   / ORDER NO / BT DATE  /  BT LOC   / WAC BT3     / PRE MOS /
6347       21/08/82              12/02/82    JACKSON    NO BT3
AITDATE2 /AIT LOC2 /

SOC SEC* / NAME                        / SX  / MOS  /  AIT DATE / AIT LOC  /
584585637  XXXXXX  XXXXXX                M    36K1    12/02/82   GORDON
REC ID   / ENLIST   / ORDER NO  / BT DATE /  BT LOC   /  WAC BT3    / PRE MOS /
3197       23/10/80                                     NO BT3
AITDATE2 /AIT LOC2  /
```

Figure 49–1. RPREPORT management users execution and report sample

```
ENTER RECEPTION STATION DATE (MONDAY)8/2/82

            PERSONNEL DATA-PRIVACY ACT OF 1974 (5 USC 552A)

SOC SEC* / NAME                        / SX  / MOS  / AIT DATE /  AIT LOC  /
275527293  XXXX  XXXXX  X                M    12C1
REC ID   / ENLIST   / ORDER NO / BT DATE  /  BT LOC   / WAC BT3     / PRE MOS /
563948091  05/08/82                                    NO BT3
AITDATE2 /AIT LOC2 /

SOC SEC* / NAME                        / SX  / MOS  /  AIT DATE / AIT LOC  /
334907674  XXXXX  XXXX                   M    12B1
REC ID   / ENLIST   / ORDER NO  / BT DATE /  BT LOC   /  WAC BT3    / PRE MOS /
266627536  05/08/82                                     NO BT3
AITDATE2 /AIT LOC2  /
```

Figure 49–2. RPREPORT field users execution and report sample

Section IV
OUTPUT DESCRIPTION

49–7. Output.

a. RPREPORT provides the user with a report of Army Reserve and National Guard recruits by Reception Station dates. Figures 49–1 and 49–2 are sample executions and reports. Table 49–1 contains a description of the reported data items.

b. Note: The current capability of the system enables management to alter the content and format of the RPREPORT report at any time. Therefore, figures 49–1 and 49–2 are sample reports only and table 49-1 may have output data items added to or deleted from it.

Table 49–1
RPREPORT output data items

Field Name	Field Label	Content Description
Social security number	SOC SEC #	The recruit's nine-digit social securtiy number.
Name	NAME	The recruit's name
Sex	SX	M=male; R=female.
MOS code	MOS	The Military Occupational Specialty code.
Basic Training date	BT DATE	The recruit's scheduled basic training starting date in DD/MM/YY format.
Basic Training location	BT LOC	The recruit's basic training location.
WAC basic training	WAC BT3	The indicator for BT3 (No or taking).
Recruiter's identification number	REC ID	The recruiter's nne-digit identification number.
Enlistment date	ENLIST	The date on which the recruit enlisted
Order number	ORDER NO	The number on the enlistee's published orders.
AIT date	AIT DATE	The recruit's scheduled Advanced Individual Training date.
AIT location	AIT LOC	The recruit's Advanced Individual Training location.
Prerequisite MOS code	PRE MOS	The prerequisite MOS code, if any.
Prerequisite AIT date	AITDATE2	The prerequisite scheduled AIT date, if any.
Prerequisite AIT location	AIT LOC2	The prerequisite AIT location, if any.

49–7A. (Not used.)

(Paragraph not used.)

Section V
ERROR MESSAGES AND CORRECTION PROCEDURES

49–8. System Errors.

The following is a representative list of possible system errors. If any of these error messages appear, call the KEYSTONE Branch immediately.

1. ERROR: TEXT MUST END WITH A PERIOD - QUIT
2. VSAM ERROR=XXXX ON LUN XXX
3. VMCF ERROR=XXXXXXX FOR LUN XXX
4. NO SINK AVAILABLE FOR LUN XXX
5. READMANY IN SI048 ONLY ALLOWED FOR TYPES 2,4,5,6.
6. ERROR IN UPDATE ARGUMENTS CALLING SI048
7. ERR VALIDATING USERID-MGMTID.
8. ERROR: INVALID NUMBER OF FACTORS PASSED TO SUBROUTINE VALVAL XXX
9. INVALID FACTOR NUMBER PASSED TO SUBROUTINE VALVAL
10. ERROR: INVALID TRANSLATION ENTRY LENGTH FOR FACTOR XXXXX SUBROUTINE VALVAL
11. ERROR: INVALID FACTOR TYPE: XXX FOR FACTOR XXXX SUBROUTINE UNCODE

12. ERROR: ERROR VALIDATING MONTH, MOVECH SUBROUTINE VALVAL
13. ERROR: ERROR VALIDATING YEAR, MOVECH SUBROUTINE VALVAL
14. HEXDMP: RECLEN=XXXX
XXXXX, ’7Z8’
15. IDIM-BINARY-INVALID DIMENSION IN BINARY SEARCH
16. SYSTEM ERROR. NUMBER TOO LARGE FOR TARGET FIELD. CALL REQUEST OFFICE
17. SYSTEM ERROR: LINE LENGTH LESS THAN THE MAXIMUM OF THE FACTOR DATA I/O LENGTH AND THE FACTOR ABBREVITION DISPLAY LENGTH
THE FACTOR NUMBER IS XXXXXX
THE FACTOR ABBREVIATION DISPLAY LENGTH IS XXXXXX
THE FACTOR DATA I/O LENGTH IS XXXXXX
THE LINE LENGTH IS XXXXXX
18. ERROR: LINE LENGTH IS GREATER THAN 80 IN SUBROUTINE EXTRACT. CALL REQUEST OFFICE
19. SYSTEM ERROR, CALL REQUEST OFFICE
20. ERROR: INVALID ACTION PASSED TO SI093
21. ERROR: INVALID RECTYPE PASSED TO SI093
22. ERROR: INVALID DELETE OF RECTYP, SI093
23. ERROR: INVALID START BYTE FOR ACTION 31, SI093
24. ERROR: INVALID BYTE LEN FOR ACTION 31, SI093
25. ERROR: INVALID RECTYP FOR READMANY, SI093
26. ERROR: INVALID NUMREC FOR RECTYP, SI093

49–9. Operation Errors

The following list contains possible operation error messages and the corrective action to be taken for each.

Table 49–9A
List of possible operation error messages and the corrective action to be taken for each

MESSAGE: INVALID RESPONSE **ACTION:** The user has not made an appropriate response to a prompt. The prompt will be repeated. Enter a valid response from the choices given in the prompt.

Chapter 50
UVCOUNT PROGRAM

Section I
PROGRAM SUMMARY

50–1. Purpose.

The UVCOUNT program generates a report listing the total number of unit vacancies (or reserved vacancies) for each MOS specified by the user.

50–2. Applicability.

The UVCOUNT program is accessed by the following user groups:

a. REQUEST/RETAIN Branch
b. Schools Branch
c. USAREC HQ
d. FORSCOM

50–3. Options.

UVCOUNT provides the user with the following options:

a. The user may elect to receive a report on either unit or reserved vacancies.
b. The user may elect to have either an immediate batch or a deferred batch processing of the report.

Section II
INPUT REQUIREMENTS

50–4. Data Items.
UVCOUNT requires the user to enter U or R depending upon whether a report is desired for unit or reserved vacancies. The user is also required to enter the starting and ending MOS if all MOSs are not to be reported.

50–4A. (Not used.)
(Paragraph not used.)

Section III
PROGRAM OPERATION

50–5. Initiation Procedures.
After completing the sign-on procedures described in Appendix B, the system prints the following message:

ENTER PROGRAM NAME, “LIST” OR “OFF”

The user enters UVCOUNT and depresses the carriage return key. The program is now ready to communicate with the user.

50–6. Procedures.
Follow the procedures described below to produce a batch report of unit or reserved vacancies.

Table 50–6A
Procedures to produce a batch report of unit or reserved vacancies

UVCOUNT: THIS PROGRAM WILL GENERATE A REPORT LISTING THE TOTAL NUMBER OF UNIT VACANCIES (OR RESERVED VACANCIES) FOR EACH MOS SPECIFIED BY THE USER REPORT UNIT VACANCIES(U), RESERVED VACANCIES(R) OR END(E)?
USER:
1. Enter U or R to continue the program, or E to terminate it. If U was entered, skip the next prompt.
2. Depress the carriage return key.

UVCOUNT: ST RES DT / END RES DT, ALL (A), OR END (E)
USER:
1. Enter the starting and ending reservation dates below the appropriate headings, using slashes and the DD/MM/YY format.
2. Enter A for a report of all dates invalid.
3. Enter E to terminate the program.
4. Depress the carriage return key.

UVCOUNT: ST MOS / END MOS, ALL(A), OR END(E)
USER:
1. Enter the start and end MOSs below their appropriate headings.
2. Enter A to produce a report of all MOSs.
3. Enter E to terminate the program.
4. Depress the carriage return key.

UVCOUNT: IMMEDIATE BATCH(I), DEFERRED BATCH(D), OR END(E)?
USER:
1. Enter I or D, or E to terminate the program and depress the carriage return key.

UVCOUNT: PUN FILE 4975 TO UZKXXX COPY 001 NOHOLD
USER: N/A

```
THIS PROGRAM WILL GENERATE A REPORT LISTING THE TOTAL NUMBER OF UNIT VACANCIES
(OR RESERVED VACANCIES) FOR EACH MOS SPECIFIED BY THE USER

REPORT UNIT VACANCIES(U), RESERVED VACANCIES(R) OR END(E)?
R

 ST RES DT / END RES DT   ,ALL(A), OR END(E)

A

 ST MOS / END MOS   ,ALL(A), OR END(E)
94BD      95B1

 IMMEDIATE BATCH(I), DEFERRED BATCH(D), OR END(E)?
 D
 PUN FILE 9297  TO  UZKXXX  COPY 001  NOHOLD
```

Figure 50–1. UVCOUNT sample reserved vacancy executions

```
THIS PROGRAM WILL GENERATE A REPORT LISTING THE TOTAL NUMBER OF UNIT VACANCIES
(OR RESERVED VACANCIES) FOR EACH MOS SPECIFIED BY THE USER

REPORT UNIT VACANCIES(U), RESERVED VACANCIES(R) OR END(E)?
R

 ST RES DT / END RES DT   ,ALL(A), OR END(E)
02/02/82     16/02/82

 ST MOS / END MOS   ,ALL(A), OR END(E)
 948BD    95B1

 IMMEDIATE BATCH(I), DEFERRED BATCH(D), OR END(E)?
 I
PUN FILE 9331  TO  UZKXXX  COPY 001  NOHOLD
```

Figure 50–1A. UVCOUNT sample reserved vacancy execution

```
THIS PROGRAM WILL GENERATE A REPORT LISTING THE TOTAL NUMBER OF UNIT VACANCIES
(OR RESERVED VACANCIES) FOR EACH MOS SPECIFIED BY THE USER

REPORT UNIT VACANCIES(U), RESERVED VACANCIES(R) OR END(E)?
U

 ST MOS / END MOS   ,ALL(A), OR END(E)
 948BD    95B1

 IMMEDIATE BATCH(I), DEFERRED BATCH(D), OR END(E)?
 D
PUN FILE 9315  TO  UZKXXX  COPY 001  NOHOLD
```

Figure 50–2. UVCOUNT sample unit vacancy execution

Section IV
OUTPUT DESCRIPTION

50–7. Output.

UVCOUNT provides a batch report of MOS unit or reserve vacancies. See figure 50-3 for a sample report.

REPORT OF TOTAL UNIT VACANCIES BY MOS

1/3/83

FIRST MOS 94B1

LAST MOS 95B1

OFFICERS

95AD 8 95BO 2

WARRANT OFFICERS

NONE

ENLISTED

94B1	555	94B2	108	94B3	61	94B4	52	94B5	7
____		____		94C3	1	____		____	
94F1	147	94F2	48	94F3	8	94F4	3	____	
95B1	1020	____		____		____		____	

Figure 50–3. UVCOUNT sample batch report

50–3A. (Not used.)

(Paragraph not used.)

Section V
ERROR MESSAGES AND CORRECTION PROCEDURES

50–8. System Errors.

The following is a representative list of possible system errors. If any such error messages appear, call the REQUEST/RETAIN Branch immediately.

1. Any message which contains one of the following phrases:
   XXXX FILE NOT INCREMENTED
   XXXX FILE NOT DECREMENTED
   XXXX FILE NOT UPDATED
2. Any message which contains one of the following phrases:
   COUNTERS WOULD BECOME NEGATIVE

UNSUCCESSFUL UPDATE OF XXXXX
RESERVATIONS WOULD BECOME NEGATIVE

3. **** TRACE BACK ****

ENTRY POINT	ENTRY ADDRESS	RETURN ADDRESS
XXXXXXXX	ZZZZZZZZ	ZZZZZZZZ

4. ERROR: ON LUN=XXXXXX
   VSAM ERROR RETURN CODE=XXXXXX
   ACTION CODE=XXX
   KEYS (IN HEX)=ZZZZZZZZ, ZZZZZZZZ
   RECORD TYPE=XXX
   SPARE VARIABLE X=XXXXXX
   CALL REQUEST/RETAIN BRANCH
5. SYSTEM ERROR : INVALID XXXXX IN XXXX
   : ILLEGAL XXXXXX
   : OCCURRED IN XXX WHEN CALLING XXXX
   : IN XXXXXX WHEN RUNNING XXXXX
   : RETURNED BY XXXX
   : ERROR IN XXXX
   : XXXX NOT FOUND
   : RECORD DESCRIPTOR HAS XXXXXXX RETURN CODE IS XX
   : PLEASE CALL REQUEST/RETAIN BRANCH
6. ERROR : READING XXXXX
   : INVALID XXXX INDICATOR IN SUBROUTINE XX
   : XXX NOT FOUND ON XXXX FILE
   : XXXXX ERROR-SUBROUTINE XXXXXX
   : SIOXX-FOR KEY XXXXXX AND ACTION XXXX NUMREC=XXXXXXXX
   : ILLEGAL XXXX PASSED TO XXXXXX
   : BAD XXXX IN XXXXXX
   : IN XXXXX - XXXXXX
   : CANNOT FIND XXXX ON XXXXXX
7. FATAL ERROR - XXXXXX
8. SIOXX ERROR: XXXXXX
9. INVALID XXXXX IN SIOXX
10. INVALID VALUE FOR XXXXX IN XXXXXX
11. BAD RETURN FROM XXXX IN XXXXXX
12. PROBLEM WITH XXXX XXXX RECORD
    VALIDATING XXXXXX IN XXXXXX
    READING XXXXXXX
    IN XXXXXX
13. UNABLE TO GET DATA FROM XXXXXX
    VALIDATE XXXX - XXXXXX
    DECODE XX TYPE XXXXXX
14. VSAM ERROR=XXXX ON LUN XXX
15. VMCF ERROR=XXXXXX FOR LUN XXX
16. NO SINK AVAILABLE FOR LUN XXX
17. KEY/RECORD DISAGREE, KEY=XXXXXX RECORD: XXXXX
18. FACTOR XXXXXX NOT IN DATA DICTIONARY (XXXX)
19. LOGIC ERROR: XXXXXX XXXXX
20. XXXXX IS OUT OF RANGE XXXX IS AN INVALID XXXXX FOR COMPONENT (XXXX)
21. THIS OPTION NOT AVAILABLE AT THIS TIME
    ACTION IS XXXX
22. NO XXXXXX FOUND IN XXXXX
23. XXXXXX RECEIVED BY XXXX IS INCORRECT
24. $CTS ERROR IN XXXX ROUTINE

50–8A. (Not used.)

(Paragraph not used.)

Chapter 51
RPMANAGE PROGRAM

Section I
PROGRAM SUMMARY

51–1. Purpose.
The RPMANAGE program provides the user with the REP usage report, which prints the number of cancellations, reservations, and lookups made for specified LOCIDs. It also provides total figures for these categories, if requested.

51–2. Applicability.
The RPMANAGE program is accessed by the following user groups:

a. Schools Branch
b. OCAR
c. NG Bureau
d. FORSCOM
e. ARCOMS

51–3. Options.
a. RPMANAGE provides the user with the option of choosing to get data from a specified LOCID, or all Army Reserve LOCIDs, or all National Guard LOCIDs, or all Army Reserve and National Guard LOCIDs.

b. RPMANAGE also allows the user the option of having or not having a batch job, and of receiving a full report (both individual LOCID numbers and total figures) if all LOCIDs, or Army Reserve, or National Guard LOCIDs are specified, or receiving a report which prints the total figures only for the specified LOCIDs.

Section II
INPUT REQUIREMENTS

51–4. Data Items.
RPMANAGE requires the user to enter only those locations for which reports are required.

51–4A. (Not used.)
(Paragraph not used.)

Section III
PROGRAM OPERATION

51–5. Initiation Procedures.
After completing the sign-on procedures described in Appendix B, the system prints the following message:

ENTER PROGRAM NAME, “LIST” OR “OFF”

The user enters RPMANAGE and depresses the carriage return key. The program is now ready to communicate with the user.

51–6. Procedures.
Follow the procedures described below to execute the RPMANAGE program.
Procedures to execute the RPMANAGE program.

RPMANAGE: ENTER LOCID, ALL, NGRD, ARSV OR END: USER: Enter the required response and depress the carriage return key.

51-6a. If all ARSV, or NGRD was entered, follow the procedures below.

Table 51–6A
The procedure if all ARSV or NGRD was entered

RPMANAGE: FULL REPORT (F) OR TOTALS (T)? **USER:** Enter F or T and depress the carriage return key.
RPMANAGE: BATCH? (Y OR N) **USER:** Enter Y or N and depress the carriage return key.

Table 51–6A
The procedure if all ARSV or NGRD was entered—Continued

If a full report was specified:

RPMANAGE:

LOCATION	CURRENT DAY			MONTH-TO-DATE			FY-TO-DATE			PAST	FY	TOTAL
	CNL	RES	LKP	CNL	RES	LKP	CNL	RES	LKP	CNL	RES	LKP
XXXXXX	X	X	X	X	X	X	XXX	XXX	XXX	XXX	XXX	XXXX

TOTAL	CNL: X	CNL: XX	CNL: X
	RES: X	RES: X	RES: XX
	LKP: X	LKP: XX	LKP: X

If a totals report was specified:

TOTAL	CNL: X	CNL: X	CNL: XX
	RES: XX	RES: X	RES: X
	LKP: X	LKP: XX	LKP: XX

USER: N/A

51-6b. If a LOCID was entered rather than all, or ARSV, or NGRD, the program immediately prints the report.

Table 51–6B
Procedures if all ARSV or NGRD was entered (continued)

RPMANAGE:

LOCATION	CURRENT DAY			MONTH-TO-DATE			FY-TO-DATE			PAST	FY	TOTAL
	CNL	RES	LKP	CNL	RES	LKP	CNL	RES	LKP	CNL	RES	LKP
XXXXXX	X	XX	X	X	X	X	XX	XX	XX	XX	XXX	XXXX

USER: N/A

```
LOCID O1U NOT ON REP ACTIVITY FILE
ENTER LOC ID, ALL, NGRD, ARSV OR END:
ALL
FULL REPORT (F) OR TOTALS (T)?
T
BATCH? (Y OR N)  N

LOCATION        CURRENT DAY    MONTH-TO-DATE    FY-TO-DATE      PAST  FY  TOTAL

T O T A L          CNL:    1      CNL:    10      CNL:    21960     CNL:    22372
                   RES:    1      RES:     5      RES:    27865     RES:    93594
                   LKP:    4      LKP:    46      LKP:    58299     LKP:   277975
```

Figure 51–1. RPMANAGE sample totals only report

```
LOCID 01U NOT ON REP ACTIVITY FILE
ENTER LOC ID, ALL, NGRD, ARSV OR END:
12
LOCATION          CURRENT DAY     MONTH-TO-DATE     FY-TO-DATE      PAST  FY  TOTAL
                  CNL RES LKP     CNL  RES  LKP     CNL RES LKP     CNL   RES  LKP
SAN ANTONIO         1   0   4       1    0    4     114 134 333      97   451 2030
```

Figure 51–2. RPMANAGE sample LOCID report

```
ENTER LOC ID, ALL, NGRD, ARSV OR END:
ARSV
FULL REPORT (F) OR TOTALS (T)?
F

BATCH? (Y OR N)  N

LOCATION          CURRENT DAY     MONTH-TO-DATE     FY-TO-DATE      PAST  FY  TOTAL
                  CNL RES LKP     CNL  RES  LKP     CNL  RES LKP    CNL   RES  LKP
1ST ARMY            0   0   0       0    0    0       0    0   0      0     0    0
BOSTON MA           0   0   0       0    0    0       2   22  49      0     6   22
ALBANY NY           0   0   0       0   31   54     121  146 458    114   457 2505
TAMPA/MIAMI         0   0   0       0    0    0       0    0   0      0     0    0
PHILADELPHIA        0   0   0       0    0    0       0    0   0      0     0    0
MANCHESTER          0   0   0       1    6   45      59   76 349     61   239 1353
BUFFALO NY          0   0   0       4   37   81     167  252 628    154   609 1805
PITTSBURGH          0   0   0       6   54  191     305  591 1684   251  1288 8403
BALTIMORE MD        0   0   0       0    0    0       0    0   0      0     0    0
BECKLEY WV          0   0   0       0   14   27     105  149 340     76   317 1725
NEW/FT HAM          0   0   0       5   19   77     166  152 739    143   485 2815
PHILADELPHIA        0   0   0       7   86  181     446  546 1624   361  1150 4486
RICHMOND VA         0   0   0       2   10   16     154   75 172    138   494 1439
BOSTON MA           0   0   0       6   49  165     294  445 1587   247  1286 5424
JACKSON MS          0   0   0       0   16   39      54  136 293     41   225  851
FT JACKSON          0   0   0       0    8   28     120  121 500    115   508 1957
KARLSRUE            0   0   0       0    0    0       7   -7   0     12   -12    0
KOREA               0   0   0       0    0    0      11  -11   0     12   -12    0

T O T A L         CNL:  0     CNL:  212     CNL:  10520     CNL:   9744
                  RES:  0     RES:  2063    RES:  13939     RES:  36780
                  LKP:  0     LKP:  5634    LKP:  45408     LKP:  168368
```

Figure 51–3. RPMANAGE sample ARSV report

```
LOCID 01U NOT ON REP ACTIVITY FILE
ENTER LOC ID, ALL, NGRD, ARSV OR END:
NGRD
FULL REPORT (F) OR TOTALS (T)?
T
BATCH? (Y OR N)  N

LOCATION        CURRENT DAY    MONTH-TO-DATE    FY-TO-DATE     PAST  FY  TOTAL

T O T A L          CNL:    0     CNL:   130     CNL:    13161     CNL:    13007
                   RES:    0     RES:  2950     RES:    23303     RES:    56435
                   LKP:    0     LKP:  4709     LKP:    33260     LKP:   109607
```

Figure 51–4. RPMANAGE sample NGRD report

```
LOCID O2U NOT ON REPACITIVITY FILE
ENTER LOC ID, ALL, NGRD, ARSV OR END:
ALL
FULL REPORT (F) OR TOTALS (T)?
F
BATCH? (Y OR N)  N
```

LOCATION	CURRENT DAY			MONTH-TO-DATE			FY-TO-DATE			PAST FY		TOTAL
	CNL	RES	LKP	CNL	RES	LKP	CNL	RES	LKP	CNL	RES	LKP
OTAG AL ARNG	0	0	0	0	0	0	299	561	583	306	2469	3123
TAG AK-AFEES	0	0	0	0	0	0	116	79	80	111	201	520
ALB AFEES NY	0	0	0	0	0	0	49	136	199	46	533	1024
SEA AFEES:AK	0	0	0	0	0	0	0	0	0	0	0	0
TAG AZ-AFEES	0	0	0	0	0	0	73	80	256	71	400	1388
OTAG AR ARNG	0	0	0	0	0	0	269	292	523	263	1314	2558
BLISS NG	0	0	0	0	0	0	0	0	0	0	0	0
BOS AFEES MA	0	0	0	0	0	0	75	62	122	73	198	1125
FT HAMLIN NY	0	0	0	0	0	0	404	402	313	354	1150	1529
BUF AFEES NY	0	0	0	0	0	0	78	246	263	72	607	969
OCG CA SMF	0	0	0	0	0	0	0	0	0	0	2	70
CHI AFEES IL	0	0	0	0	0	0	0	0	0	0	0	0
CIN AFEES OH	0	0	0	0	0	0	107	159	314	101	466	1701
CLE AFEES OH	0	0	0	0	0	0	110	143	230	111	759	1715
COL AFEES OH	0	0	0	0	0	0	124	152	281	113	500	1385
OTAG CO ARNG	0	0	0	0	0	0	0	34	29	6	15	73
OTAG CT ARNG	0	0	0	0	0	0	248	149	189	262	1119	1898
OCG DC NG	0	0	0	0	0	0	84	44	46	80	270	818
OTAG DE ARNG	0	0	0	0	0	0	82	133	252	75	382	806
DEN AFEES CO	0	0	0	0	0	0	138	59	156	134	359	912
DIX NG	0	0	0	0	0	0	0	0	0	0	0	0
JKV AFEES:FL	0	0	0	0	0	0	7	32	94	7	33	238
OTAG FL ARNG	0	0	0	0	0	0	193	209	368	200	949	1711
FRS AFEES CA	0	0	0	0	0	0	52	59	120	48	196	447
OTAG GA ARNG	0	0	0	0	0	0	119	189	263	108	652	1207

T O T A L				
	CNL: 1	CNL: 10	CNL: 21960	CNL: 22372
	RES: 1	RES: 5	RES: 27865	RES: 93594
	LKP: 4	LKP: 46	LKP: 58299	LKP: 277975

Figure 51–5. RPMANAGE sample report of all Army Reserve and National Guard locations

Section IV
OUTPUT DESCRIPTION

51–7. Output.

RPMANAGE provides the user with a REP usage report. Figures 51-1 through 51-5 are sample executions and reports. These reports state how many individual and total cancellations, lookups, and reservations were made for specified LOCIDs for specific time periods.

Table 51–1
RPMANAGE output description

Field Name	Field Label	Content Description
Location	LOCATION	The specified location for which report data is to be received.
Cancellations, reservations and lookups made on the day the report is printed.	CURRENT DAY CNL RES LKP	Current day cancellations, reservations, and lookups.
Number of cancellations, reservations and lookups for the current month, up to the time the report is printed.	MONTH-TO-DATE CNL RES LKP	The number of cancellations, reservations, and lookups for the current month, up to the time the report is printed.
Number of cancellations, reservations and lookups made during the year up to the time the report is printed.	FY-TO-DATE CNL RES LKP	The number of cancellations, reservations and lookups made during the fiscal year up to the time the report is printed.
Total number of cancellations, lookups and reservations made during the previous year.	PAST FY TOTAL	The total number at cancellations, lookups and reservations made during the previous fiscal year.

51–7A. (Not used.)

(Paragraph not used.)

Section V
ERROR MESSAGES AND CORRECTION PROCEDURES

51–8. System Errors.

The following is a representative list of possible system errors. If any such error messages appear, call the REQUEST/RETAIN Branch immediately.

1. Any message which contains one of the following phrases:
   XXXX FILE NOT INCREMENTED
   XXXX FILE NOT DECREMENTED
   XXXX FILE NOT UPDATED
2. Any message which contains one of the following phrases:
   COUNTERS WOULD BECOME NEGATIVE
   UNSUCCESSFUL UPDATE OF XXXXX
   RESERVATIONS WOULD BECOME NEGATIVE
3. **** TRACE BACK ****
   ENTRY POINT ENTRY ADDRESS RETURN ADDRESS
   XXXXXXXX ZZZZZZZZ ZZZZZZZZ
4. ERROR: ON LUN=XXXXXX
   VSAM ERROR RETURN CODE=XXXXXX
   ACTION CODE=XXX
   KEYS (IN HEX)=ZZZZZZZZ, ZZZZZZZZ
   RECORD TYPE=XXX
   SPARE VARIABLE X=XXXXXX
   CALL REQUEST/RETAIN BRANCH
5. SYSTEM ERROR : INVALID XXXXX IN XXXX
   : ILLEGAL XXXXXX
   : OCCURRED IN XXX WHEN CALLING XXXX
   : IN XXXXXX WHEN RUNNING XXXXX
   : RETURNED BY XXXX
   : ERROR IN XXXX
   : XXXX NOT FOUND
   : RECORD DESCRIPTOR HAS XXXXXXX RETURN CODE IS XX
   : PLEASE CALL REQUEST/RETAIN BRANCH
6. ERROR : READING XXXXX
   : INVALID XXXX INDICATOR IN SUBROUTINE XX
   : XXX NOT FOUND ON XXXX FILE
   : XXXXX ERROR-SUBROUTINE XXXXXX
   : SIOXX-FOR KEY XXXXXX AND ACTION XXXX NUMREC=XXXXXXXX
   : ILLEGAL XXXX PASSED TO XXXXXX

: BAD XXXX IN XXXXXX
: IN XXXXX - XXXXXX
: CANNOT FIND XXXX ON XXXXXX
7. FATAL ERROR - XXXXXX
8. SIOXX ERROR: XXXXXX
9. INVALID XXXXX IN SIOXX
10. INVALID VALUE FOR XXXXX IN XXXXXX
11. BAD RETURN FROM XXXX IN XXXXXX
12. PROBLEM WITH XXXX XXXX RECORD
VALIDATING XXXXXX IN XXXXXX
READING XXXXXXX
IN XXXXXX
13. UNABLE TO GET DATA FROM XXXXXX
VALIDATE XXXX - XXXXXX
DECODE XX TYPE XXXXXX
14. VSAM ERROR=XXXX ON LUN XXX
15. VMCF ERROR=XXXXXX FOR LUN XXX
16. NO SINK AVAILABLE FOR LUN XXX
17. KEY/RECORD DISAGREE, KEY=XXXXXX RECORD: XXXXX
FACTOR XXXXXX NOT IN DATA DICTIONARY (XXXX)
19. LOGIC ERROR: XXXXXX XXXXX
20. XXXXX IS OUT OF RANGE XXXX IS AN INVALID XXXXX FOR COMPONENT (XXXX)
21. THIS OPTION NOT AVAILABLE AT THIS TIME
ACTION IS XXXX
22. NO XXXXXX FOUND IN XXXXX
23. XXXXXX RECEIVED BY XXXX IS INCORRECT
24. $CTS ERROR IN XXXX ROUTINE

51–9. Operation Errors

The following list contains possible operation error messages and the corrective action to be taken for each.

Table 51–9A
List of possible operation error messages and the corrective action to be taken for each

MESSAGE: PROBLEM: CANNOT SUBMIT BATCH. WANT TO CONTINUE? (Y OR N) **ACTION:** Enter Y or N.
MESSAGE: ERROR: TEXT MUST END WITH A PERIOD - QUIT **ACTION:** Re-enter text and end with a period.
MESSAGE: LOCID XXXX NOT ON REP ACTIVITY FILE **ACTION:** Enter a LOCID that is on the REP ACTIVITY FILE

Chapter 52
RBTCON PROGRAM

Section I
PROGRAM SUMMARY

52–1. Purpose.

The RBTCON program reports Basic Training resource utilization information for the Army Reserve. Weekly capacities and reservation counts for both CONUSA and Overseas Command are reported for a user specified range of reception station dates. Totals for the entire range are also reported. The Basic Training file is read to obtain the report.

52–2. Applicability.

The RBTCON program is accessed by the following user groups:

a. REQUEST/RETAIN Branch
b. Schools Branch

c. OCAR
d. FORSCOM

Section II
INPUT REQUIREMENTS

52–3. Data Items.
The RBTCON program requires the user to enter the range of reception station dates for which a report is desired. Both dates should be Mondays, and must be entered in DD/MM/YY format, including the slashes. If an invalid reception station date is entered, the program automatically corrects the date to the next Monday and prints the figures for that week.

52–3A. (Not used.)
(Paragraph not used.)

Section III
PROGRAM OPERATION

52–4. Initiation Procedures.
After completing the sign-on procedures described in Appendix B, the system prints the following message:

ENTER PROGRAM NAME, “LIST” OR “OFF”

The user enters RBTCON and depresses the carriage return key. The program is now ready to communicate with the user.

52–5. Procedures.
Follow the procedures below to obtain a copy of the RBTCON report. See figure 52-1 for a sample report.

Table 52–5A
Procedures to obtain a copy of the RBTCON report

RBTCON: REPORT(R) OR END(E)? **USER:** 1. Enter R to obtain a report. 2. Depress the carriage return key.
RBTCON: BGN RECSTA DATE / END RECSTA DATE **USER:** 1. Enter the beginning and ending reception station dates directly under the corresponding data item title. To report a single week, enter the same date for both the beginning and ending dates. 2. Depress the carriage return key.
RBTCON: Prints the report as specified, and returns to the initial prompt: REPORT(R) OR END(E)? **USER:** N/A

```
RBTCON:  REPORT(R) OR END(E)?
USER:    1.   Enter R to obtain a report.
         2.   Depress the carriage return key.

RBTCON:  BGN RECSTA DATE / END RECSTA DATE

USER:    1.   Enter the beginning and ending reception station dates
              directly under the corresponding data item title.  To
              report a single week, enter the same date for both the
              beginning and ending dates.
         2.   Depress the carriage return key.

RBTCON:  Prints the report as specified, and returns to the initial
         prompt:
         REPORT(R) OR END(E)?


REPORT(R) OR END(E)?  R

BGN RECSTA DATE / END RECSTA DATE
02/02/82          05/02/82

                    BT UTILIZATION BY CONUSA

                 RECSTA DATE 31/12/79 - 31/12/79

                    DATA AS OF TODAY 28/12/79

                 USAR BT                      USAR RESERVATIONS (BT)
RECSTA DATE      CAPACITY    TOTAL    1ST    5TH    6TH    OVERSEAS    MANAGEMENT

 6/12/82           310        267     109    112    45       1            0
TOTAL              310        267     109    112    45       1            0

REPORT(R) OR END(E)?  E
```

Figure 52–1. RBTCON report

Section IV
OUTPUT DESCRIPTION

52–6. Output.

The RBTCON report prints the weekly capacity of Army Reserve Basic Training along with the number of reservations made by both CONUSA and Overseas Command. The figures are printed for each week of the range specified by the user. Totals for the entire range are also printed.

52–6A. (Not used.)

(Paragraph not used.)

Section V
ERROR MESSAGES AND CORRECTION PROCEDURES

52–7. System Errors.

The following is a representative list of possible system errors. If any such error messages appear, call the REQUEST/RETAIN Branch immediately.

1. Any message which contains one of the following phrases:
   XXXX FILE NOT INCREMENTED
   XXXX FILE NOT DECREMENTED
   XXXX FILE NOT UPDATED
2. Any message which contains one of the following phrases:
   COUNTERS WOULD BECOME NEGATIVE
   UNSUCCESSFUL UPDATE OF XXXXX
   RESERVATIONS WOULD BECOME NEGATIVE
3. **** TRACE BACK ****
   ENTRY POINT ENTRY ADDRESS RETURN ADDRESS
   XXXXXXXX ZZZZZZZZ ZZZZZZZZ
4. ERROR: ON LUN=XXXXXX
   VSAM ERROR RETURN CODE=XXXXXX
   ACTION CODE=XXX
   KEYS (IN HEX)=ZZZZZZZZ, ZZZZZZZZ
   RECORD TYPE=XXX
   SPARE VARIABLE X=XXXXXX
   CALL REQUEST/RETAIN BRANCH
5. SYSTEM ERROR : INVALID XXXXX IN XXXX
   : ILLEGAL XXXXXX
   : OCCURRED IN XXX WHEN CALLING XXXX
   : IN XXXXXX WHEN RUNNING XXXXX
   : RETURNED BY XXXX
   : ERROR IN XXXX
   : XXXX NOT FOUND
   : RECORD DESCRIPTOR HAS XXXXXXX RETURN CODE IS XX
   : PLEASE CALL REQUEST/RETAIN BRANCH
6. ERROR : READING XXXXX
   : INVALID XXXX INDICATOR IN SUBROUTINE XX
   : XXX NOT FOUND ON XXXX FILE
   : XXXXX ERROR-SUBROUTINE XXXXXX
   : SIOXX-FOR KEY XXXXXX AND ACTION XXXX NUMREC=XXXXXXXX
   : ILLEGAL XXXX PASSED TO XXXXXX
   : BAD XXXX IN XXXXXX
   : IN XXXXX - XXXXXX
   : CANNOT FIND XXXX ON XXXXXX
7. FATAL ERROR - XXXXXX
8. SIOXX ERROR: XXXXXX
9. INVALID XXXXX IN SIOXX
10. INVALID VALUE FOR XXXXX IN XXXXXX
11. BAD RETURN FROM XXXX IN XXXXXX
12. PROBLEM WITH XXXX XXXX RECORD
    VALIDATING XXXXXX IN XXXXXX
    READING XXXXXXX
    IN XXXXXX
13. UNABLE TO GET DATA FROM XXXXXX
    VALIDATE XXXX - XXXXXX
    DECODE XX TYPE XXXXXX
14. VSAM ERROR=XXXX ON LUN XXX
15. VMCF ERROR=XXXXXX FOR LUN XXX
16. NO SINK AVAILABLE FOR LUN XXX
17. KEY/RECORD DISAGREE, KEY=XXXXXX RECORD: XXXXX
18. FACTOR XXXXXX NOT IN DATA DICTIONARY (XXXX)
19. LOGIC ERROR: XXXXXX XXXXX
20. XXXX IS OUT OF RANGE XXXX IS AN INVALID XXXXX FOR COMPONENT (XXXX)

21. THIS OPTION NOT AVAILABLE AT THIS TIME
ACTION IS XXXX
22. NO XXXXXX FOUND IN XXXXX
23. XXXXXX RECEIVED BY XXXX IS INCORRECT
24. $CTS ERROR IN XXXX ROUTINE

52–7A. (Not used.)
(Paragraph not used.)

Chapter 53
RPSALE PROGRAM

Section I
PROGRAM SUMMARY

53–1. Purpose.
The RPSALE program reports class vacancies by enlistment type and sex for a user-specified MOS or range of MOS codes and reception station date or range of dates. The component reported (Active Army, Army Reserve or National Guard) is determined by the identity of the user except in the case of management users who may report a single component or all components. See paragraph 53–4, options, for the details of management options.
The RPSALE program is also known as KWIKSALE. Only the name differs among users.

53–2. Applicability.
The RPSALE program is accessed by the following user groups:
a. REQUEST/RETAIN Branch
b. Accession Management Branch
c. National Guard Bureau
d. RCPAC
e. OCAR
f. HQ USAREC
g. REGIONS
h. DRC
i. MEPS

53–3. Options.
RPSALE provides the user with the following options according to access level.
a. All users: RPSALE provides to all users the option of generating a detailed (D) or cumulative (C) report. A detailed report displays vacancies for each week within the designated date range plus the cumulative total. The cumulative report displays only the totals for the designated date range. See Figures 53-1 and 53-2 for sample reports.
b. Management users: RPSALE provides the option of limiting the report to one component or reporting all components by one of the following prompts.
ENTER ACTIVE ARMY (A), RESERVES (R), GUARD (G), ALL (L), OR END (E)
OR
ENTER ACTIVE ARMY (A), RESERVE (R), ALL (L) OR END (E)
Management users who select ALL (L) and certain National Guard users are required to limit the report to male or female vacancies.

Section II
INPUT REQUIREMENTS

53–4. Data Items.
RPSALE requires the user to enter the following items:
1. The MOS, CMF, Skill Cluster or Staff ID code to specify the MOS or range of MOS codes for which vacancies are to be reported.
2. The reception station date or range of dates to be included in the report. RECSTA dates are entered in DD MM YY format and must be Mondays.

53–4A. (Not used.)

(Paragraph not used.)

Section III
PROGRAM OPERATION

53–5. Initiation Procedures.

After completing the sign-on procedures described in Appendix B, the system prints the following message:

ENTER PROGRAM NAME, “LIST” OR “OFF”

The user enters RPSALE and depresses the carriage return key. The program is now ready to communicate with the user.

Note: The first Two prompts are seen only by management users. Field users start with the ‘DETAIL (D) OR CUMULATIVE (C) REPORT, OR END (E)’ prompt.

53–6. Procedures.

Follow the procedures described below to generate a RPSALE report.

Table 53–6A
Procedures to generate a RPSALE report

RPSALE: ENTER ACTIVE ARMY (A), RESERVES (R), GUARD (G), ALL (L), OR END (D) or
ENTER ACTIVE ARMY (A), RESERVES (R), ALL (L), OR END (E)
USER:
1. Select and enter a component (A, R or G) from the prompt above. Skip the next prompt.
2. Enter L to report all components. (Note that all can mean A, R and G or A and R depending on the prompt displays.)
3. Enter E to terminate the RPSALE program.
4. Depress the carriage return key.

RPSALE: REPORT FOR MALES (M), FEMALES (F) OR END (E)
USER:
1. Enter M to report male vacancies only.
2. Enter F to report female vacancies only.
3. Enter E to terminate the RPSALE program.
4. Depress the carriage return key.

RPSALE: DETAIL (D) OR CUMULATIVE (C) REPORT OR END (E)
USER:
1. Enter D to obtain a weekly report with cumulative totals.
2. Enter C to report cumulative totals only.
3. Enter E to terminate the RPSALE program.
4. Depress the carriage return key.

RPSALE: ONE MOS (M), A LIST OF MOS CODES (L), A RANGE OF MOS CODES (R), ALL MOS CODES (A), ONE CMF (C), ONE STAFF ID (I), ONE SKILL CLUSTER (S) OR END (E)
USER:
1. Select and enter a choice (M, L, R, C, I or S) from the prompt above.
2. Enter A to report ALL MOS codes and skip the next prompt.
3. Enter E to exit from this step in the procedures.
4. Depress the carriage return key.

RPSALE: According to the entry from the previous prompt, the user will see one of the following data entry prompts.

M ENTER MOS:
L ENTER MOS CODES BETWEEN THE SLASHES
/ / / / / /
ENTER MORE MOS CODES (Y OR N)?
R START MOS/END MOS
C ENTER CMF:
I ENTER STAFF ID:
S ENTER SKILL CLUSTER:

Table 53–6A
Procedures to generate a RPSALE report—Continued

USER:
1. Enter the information as required.
2. Depress the carriage return key.

RPSALE: ENTER RECSTA DATES OR END (E):

START END
DD/MM/YY DD/MM/YY

USER:
1. Enter the range of reception station dates, which must be Monday, under the appropriate labels and between the slashes.
2. Enter E to exit from this step in the procedures.
3. Depress the carriage return key.

RPSALE: Prints the report as specified and terminates. See figures 53–1 and 53–2 for sample reports.
USER: N/A

```
ENTER ACTIVE ARMY (A), RESERVES (R), GUARD (G), ALL (L), OR END (E) R

DETAIL (D) OR CUMULATIVE (C) REPORT, OR END (D) D
ONE MOS (M), A LIST OF MOS CODES (L), A RANGE OF MOS CODES (R),
ALL MOS CODES (A), ONE CMF (C), ONE STAFF ID (I), ONE SKILL CLUSTER (S),
OR END (E) L
ENTER MOS CODES BETWEEN THE SLASHES
   /    /    /    /    /    /    /    /    /    /    /    /    /    /
71L1 11B1
ENTER MORE MOS CODES (Y OR N)?
N
ENTER RECSTA DATES OR END (E):
  START      END
DD/MM/YY  DD/MM/YY
1  8  83  15 8  83
```

AR KWIKSALE
RECSTA RANGE: 1/ 8/83 - 15/ 8/83
REPORT DATE: 5/ 5/83

RECSTA DATE: 1/ 8/83
MALE BT SPACES AVAILABLE: 389
FEMALE BT SPACES AVAILABLE: 172

MOS	NPSM	NPSF	IRNM	IRNF	SP1M	SP1F	SP2M	SP2F
11B1	130	0	130	0	130	0	59	0
WEEKLY TOTAL 1/ 8/83								
TOT	130	0	130	0	130	0	59	0
AIT	0	0	0	0	0	0	0	0
OSUT	130	0	130	0	130	0	59	0
CONS	130	0	103	0	130	0	59	0

RECSTA DATE: 8/ 8/83
MALE BT SPACES AVAILABLE: 69
FEMALE BT SPACES AVAILABLE: 67

MOS	NPSM	NPSF	IRNM	IRNF	SP1M	SP1F	SP2M	SP2F
11B1	42	0	42	0	42	0	42	0
WEEKLY TOTAL 8/ 8/83								
TOT	42	0	42	0	42	0	42	0
AIT	0	0	0	0	0	0	0	0
OSUT	42	0	42	0	42	0	42	0
CONS	42	0	42	0	42	0	42	0

Figure 53–1A. RPSALE detailed report sample

RECSTA DATE: 15/ 8/83
MALE BT SPACES AVAILABLE: 147
FEMALE BT SPACES AVAILABLE: 114

MOS	NPSM	NPSF	IRNM	IRNF	SP1M	SP1F	SP2M	SP2F
11B1	1	0	1	0	1	0	1	0

WEEKLY TOTAL
15/ 8/83

TOT	1	0	1	0	1	0	1	0
AIT	0	0	0	0	0	0	0	0
OSUT	1	0	1	0	1	0	1	0
CONS	1	0	1	0	1	0	1	0

GRAND TOTAL

MALE BT SPACES AVAILABLE: 605
FEMALE BT SPACES AVAILABLE: 353

TOT	173	173	173	0	173	0	59	0
AIT	0	0	0	0	0	0	0	0
OSUT	173	173	173	0	173	0	59	0

Figure 53–1B. RPSALE detailed report sample - Continued

```
ENTER ACTIVE ARMY (A), RESERVES (R), GUARD (G), ALL (L), OR END (E) R

DETAIL (D) OR CUMULATIVE (C) REPORT, OR END (D) C
ONE MOS (M), A LIST OF MOS CODES (L), A RANGE OF MOS CODES (R),
ALL MOS CODES (A), ONE CMF (C), ONE STAFF ID (I), ONE SKILL CLUSTER (S),
OR END (E) M
ENTER MOS:
11B1

ENTER RECSTA DATES OR END (E):
  START      END
DD/MM/YY  DD/MM/YY
1  8  83  15 8  83

                                AR KWIKSALE
                      RECSTA RANGE:  1/ 8/83 - 15/ 8/83
                           REPORT DATE:   5/ 5/83

                     MALE BT SPACES AVAILABLE:    605
                   FEMALE BT SPACES AVAILABLE:    353
MOS      NPSM    NPSF  IRNM  IRNF  SP1M  SP1F  SP2M  SP2F
11B1    173       0   173     0   173     0   59     0

GRAND TOTAL

TOT     173       0   173     0   173     0   59     0
AIT       0       0     0     0     0     0    0     0
OSUT    173       0   173     0   173     0   59     0
```

Figure 53–2. RPSALE cumulative report sample

Section IV
OUTPUT DESCRIPTION

53–7. Output.

a. RPSALE provides a cumulative or detailed report of class vacancies. Figures 53-1 and 53-2 illustrate sample reports.

b. The heading of each report contains the component reported, the RECSTA date or range of dates covered, the report date and a statement of the number of BT spaces available.

c. The row and column headings are detailed in table 53-2, RPSALE output description.

Table 53–1
RPSALE output description

Field Name	Field Label	Content Description
Military occupational specialty	MOS	The MOS being reported. The vacancies reported on a specific MOS line under the enlistment type columns are minimized with the Annual file 'TO GO' and the Quota file 'TO GO'. The Quota file 'TO GO' Odepends on sharing and fine tuning or fixed fine tuning window.
Enlistment types for Active Army	NPS (M or F)	Non-prior service, male (M) or female (F).
Enlistment types for Active Army with class and BT designation	PS (M or F) OSUT	Prior service, male (M) or female (F), OSUT class, taking both BT and AIT.
	PS (M or F) AIT ONLY	Prior service, male (M) or female (F), taking AIT only.
Enlistment types for Army Reserve	NPS (M or F)	Non-prior service, male (M) or female (F).

Table 53–1
RPSALE output description—Continued

Field Name	Field Label	Content Description
	IRN (W or F)	Individual Ready Reserve, Non-prior service, male (M) or female (F).
	SP1 (M or F)	Split training option l, male (M) or female (F).
	SP2 (M or F)	Split training option 2, male (M) or female (F).
Enlistment types for National Guard	NPS (M or F)	Non-prior service, male (M) or female (F).
	SP1 (M or F)	Split training option 1, male (M) or female (F).
	SP2 (M or F)	Split training option 2, male (M) or female (F).
Weekly total date	WEEKLY TOTAL DD/MM/YY	The reception station date of the week being reported.
Total	TOT	The total class vacancies. Weekly Total and Grand total vacancies are minimized with the sum of the individual MOS line(s) and the Annual file 'TO GO'.
Advanced individual training class	AIT	The number of class seats available, non-OSUT.
One station unit training	OSUT	The number of OSUT class seats available.
Constrained total	CONS	The actual number of vacancies (reported by week only). Constrained totals are minimized with available BT seats, available weekly limit quotas and the class total.
Grand total	GRAND TOTAL	The totals for the time period covered by the report.

53–7A. (Not used.)

Section V
ERROR MESSAGES AND CORRECTION PROCEDURES

53–8. System Errors.

The following is a representative list of possible system errors. If any such error messages appear, call the REQUEST/RETAIN Branch immediately.

1. Any message which contains one of the following phrases:
   XXXX FILE NOT INCREMENTED
   XXXX FILE NOT DECREMENTED
   XXXX FILE NOT UPDATED
2. Any message which contains one of the following phrases:
   COUNTERS WOULD BECOME NEGATIVE
   UNSUCCESSFUL UPDATE OF XXXXX
   RESERVATIONS WOULD BECOME NEGATIVE
3. **** TRACE BACK ****
   ENTRY POINT ENTRY ADDRESS RETURN ADDRESS
   XXXXXXXX ZZZZZZZZ ZZZZZZZZ
4. ERROR: ON LUN=XXXXXX
   VSAM ERROR RETURN CODE=XXXXXX
   ACTION CODE=XXX
   KEYS (IN HEX)=ZZZZZZZZ, ZZZZZZZZ
   RECORD TYPE=XXX
   SPARE VARIABLE X=XXXXXX
   CALL REQUEST/RETAIN BRANCH
5. SYSTEM ERROR : INVALID XXXXX IN XXXX
   : ILLEGAL XXXXXX
   : OCCURRED IN XXX WHEN CALLING XXXX
   : IN XXXXXX WHEN RUNNING XXXXX
   : RETURNED BY XXXX
   : ERROR IN XXXX
   : XXXX NOT FOUND
   : RECORD DESCRIPTOR HAS XXXXXXX RETURN CODE IS XX
   : PLEASE CALL REQUEST/RETAIN BRANCH
6. ERROR : READING XXXXX
   : INVALID XXXX INDICATOR IN SUBROUTINE XX

: XXX NOT FOUND ON XXXX FILE
: XXXXX ERROR-SUBROUTINE XXXXXX
: SIOXX-FOR KEY XXXXXX AND ACTION XXXX NUMREC=XXXXXXXX
: ILLEGAL XXXX PASSED TO XXXXXX
: BAD XXXX IN XXXXXX
: IN XXXXX - XXXXXX
: CANNOT FIND XXXX ON XXXXXX

7. FATAL ERROR - XXXXXX
8. SIOXX ERROR: XXXXXX
9. INVALID XXXXX IN SIOXX
10. INVALID VALUE FOR XXXXX IN XXXXXX
11. BAD RETURN FROM XXXX IN XXXXXX
12. PROBLEM WITH XXXX XXXX RECORD
    VALIDATING XXXXXX IN XXXXXX
    READING XXXXXXX
    IN XXXXXX
13. UNABLE TO GET DATA FROM XXXXXX
    VALIDATE XXXX -XXXXXX
    DECODE XX TYPE XXXXXX
14. VSAM ERROR=XXXX ON LUN XXX
15. VMCF ERROR=XXXXXX FOR LUN XXX
16. NO SINK AVAILABLE FOR LUN XXX
17. KEY/RECORD DISAGREE, KEY=XXXXXX RECORD: XXXXX
18. FACTOR XXXXXX NOT IN DATA DICTIONARY (XXXX)
19. LOGIC ERROR: XXXXXX XXXXX
20. XXXXX IS OUT OF RANGE XXXX IS AN INVALID XXXXX FOR COMPONENT (XXXX)
21. THIS OPTION NOT AVAILABLE AT THIS TIME
    ACTION IS XXXX
22. NO XXXXXX FOUND IN XXXXX
23. XXXXXX RECEIVED BY XXXX IS INCORRECT
24. $CTS ERROR IN XXXX ROUTINE

53–9. Operation Errors

The following list contains possible operation error messages and the corrective action to be taken for each.

Table 53–9A
List of possible operation error messages and the corrective action to be taken for each

MESSAGE:
1. INVALID RESPONSE
2. INVALID DAY
3. INVALID MONTH
4. INVALID YEAR
5. RECSTA MUST BE MONDAY (DD/MM/YY is XXXXXXX)
6. END DATE MAY NOT BE BEFORE START DATE

ACTION: The user has entered invalid reception station date range values. The data entry prompt is repeated. Re-enter valid values under the appropriate labels between the slashes.

MESSAGE:
1. MOS IS NOT IN QUAL FILE
2. CHARACTER UNDER SLASH . . . . . PLEASE RE-ENTER LINE
3. NONE OF THESE MOS CODES ARE VALID.
4. THERE ARE NO MOS CODES IN THIS RANGE
5. CMF MUST BE A 2-DIGIT INTEGER
6. STAFF ID MUST BE AN INTEGER BETWEEN 1 AND 10
7. NO VALID MOS CODES IN THIS SKILL CLUSTER
8. SKILL CLUSTER MUST BE 2 ALPHABETIC CHARACTERS
9. CHOICE INVALID, RE-ENTER:

ACTION: The user has entered invalid information in specifying the MOS or range of MOS codes to be reported. The data entry prompt is repeated. Re-enter valid values.

Table 53–9A
List of possible operation error messages and the corrective action to be taken for each—Continued

The following are information messages which may appear during the running of RPSALE. No corrective action is necessary, processing continues.

ACTION:
1. NO CLASS RECORDS LOADED FOR DATE XX/XX/XX
2. YEARLY LIMIT REACHED XX (component) XXXX (MOS)
3. RECEPTION STATION DATE EXCEEDS DATE ON BCT FILE
BEGIN DATE: XX/XX/XX
END DATE: XX/XX/XX
BT SPACE SET TO ZERO
4. ERROR RECEPTION STATION DATE EXCEEDS DATE RANGE ON BCT FILE BCT SPACE SET TO ZERO

Chapter 54
RUNITS PROGRAM

Section I
PROGRAM SUMMARY

54–1. Purpose.
The RUNITS program reports information about the units in a CONUSA or a MUSARC. The report includes information such as the unit's designation, address, and phone number. The report of the units in a MUSARC are generated on-line. The CONUSA UIC reports are produced in batch mode only.

54–2. Applicability.
The RUNITS program is accessed by the following user groups:

a. KEYSTONE Branch
b. FORSCOM
c. OCAR CONUSA
d. USAREC OPS

54–3. Options.
RUNITS provides the user with the following options:

a. Management users may simulate either CONUSA or MUSARC users. In other words, the manager may generate an on-line report of the units in any MUSARC, or a batch report of the units in any CONUSA. CONUSA users may only report units within their CONUSA, and MUSARC users may only report units within their MUSARC.

b. CONUSA users (or management users simulating CONUSA users) are given the choice of five report sorting formats as described below.

i. CONUSA-MUSARC-UIC: The primary sort is by CONUSA, the secondary sort is by MUSARC, and the tertiary sort is by UIC.

ii. UIC: The sort is by UIC only.

iii. DRC-CONUSA-MUSARC-UIC: The primary sort is by DRC, the secondary sort is by CONUSA, the tertiary sort is by MUSARC, and the quaternary sort is by UIC.

iv. ZIP-CONUSA-MUSARC-UIC: The primary sort is by zip code, the secondary sort is by CONUSA, the tertiary sort is by MUSARC, and the quaternary sort is by UIC.

v. PRIORTY-CONUSA-MUSARC-UIC: The primary sort is by Priority Code, the secondary sort is by CONUSA, the tertiary sort is by MUSARC, and the quaternary sort is by UIC. This option is available only to CONUSA and FORSCOM Management users.

Section II
INPUT REQUIREMENTS

54–4. Data Items.
There are no input data items besides those described in section 54-7, Procedures.

54–4A. (Not used.)
(Paragraph not used.)

Section III
PROGRAM OPERATION

54–5. Initiation Procedures.
After completing the sign-on procedures described in Appendix B, the system prints the following message:

ENTER PROGRAM NAME, "LIST" OR "OFF"

The user enters RUNITS and depresses the carriage return key. The program is now ready to communicate with the user.

54–6. Procedures.
Follow the procedures described below to produce a report of the units in a MUSARC or CONUSA. MUSARC, CONUSA, and management users see different prompts, as indicated.

Table 54–6A
Procedures to produce a report of the units in a MUSARC or CONUSA. MUSARC, CONUSA, and management users see different prompts, as indicated

RUNITS: REPORT UICS AS MUSARC (M), AS CONUSA/ALL (C) OR END (E)
(Only management users see this prompt)
USER:
1. Enter M to generate an on-line report of the units in a MUSARC. Proceed to the next prompt.
2. Enter C to generate a batch report of the units in one CONUSA or all CONUSAs. Skip the next prompt.
3. Enter E to terminate the program.
4. Depress the carriage return key.

RUNITS: ENTER MUSARC CODE OR END
(This is the only prompt the MUSARC user sees)
USER:
1. Enter the two digit MUSARC code and depress the carriage return key. The report will print out immediately. See figure 54-1 for a report sample.
2. Enter E and depress the carriage return key to terminate the program.

RUNITS: DEFERRED (D) OR IMMEDIATE (I) BATCH
(This is the first prompt for the CONUSA user)
USER:
1. Enter I to have the batch report produced immediately.
2. Enter D to have the report printed in the evening.
3. Depress the carriage return key.

RUNITS: ENTER CONUSA (01 THRU 09), ALL (A)(LINKED AND UN-LINKED LISTINGS) OR END (E)
(Only management users see this prompt)
USER:
1. Enter the two-digit number of the CONUSA to be reported.
2. Enter A to report the units in all CONUSAs.
3. Enter E to terminate the program.
4. Depress the carriage return key.

RUNITS: LISTING CAN BE SORTED BY

1. CONUSA-MUSARC-UIC,
2. UIC,
3. DRC-CONUSA-MUSARC-UIC,

Table 54–6A
Procedures to produce a report of the units in a MUSARC or CONUSA. MUSARC, CONUSA, and management users see different prompts, as indicated—Continued

4. ZIP-CONUSA-MUSARC-UIC,
5. PRIORTY-CONUSA-MUSARC-UIC.

ENTER A NUMBER (1 THRU 5) OR END (E)
USER:
1. Enter the number of the sort format desired and depress the carriage return key. See paragraph 54-3 for a description of the sort formats.
2. Enter E and depress the carriage return key to terminate the program.

RUNITS: PUN FILE XXXX TO UXKXXX COPY 001 NOHOLD
This is a system message which informs the user that the file which will run the batch job is ready. See figure 54-2 for a batch report sample.
USER: N/A

```
REPORT UICS AS MUSARC (M), AS CONUSA/ALL (C) OR END (E)
 M
 ENTER MUSARC CODE OR END (E)
 11
CO  MU        P D  B
NU  SA        R R  O
SA  RC **UIC**I C  N ***MUSARC*** DESIGNATION
                                      ST                  CPC
                                      AT  ZIPCD PHONE   NUM COMMENT
ADDRESS              CITY             E

 1 11 WQ1WAAA 3 1N F 98 DIV TNG   409TH PER SVC CO (TYPE E)   2
2393 COLVIN BLVD      TONAWANDA         NY 14150 7166939146

 1 11 WQ12AAA 6 1N F 98 DIVI TNG  770 ENGR CO (CONST SPT)     4
CLINTON & CORNWELL  JONESVILLE          NY 14527 3155367031

 1 11 WQ2GAAA 6 1A F 98 DIVI TNG  108 SUP & SVC CO (DS)       5
1201 HILLSIDE AVENUE  SCHENECTADY       NY 12309 5183748452

 1 11 WQ2HAAA 2 1N F 98 DIVI TNG  1019 SUP & SVC CO (CDS)     3
E MALLOY & TOWNLINE  ALBANY             NY 13211 3154544933

 1 11 WQ2QAAA 6 1N F 98 DIVI TNG  HHD 98TH SIGNAL BN          3
515 RODGE ROAD        WEBSTER           NY 14580 7166716100

 1 11 WQ2KAAA 2 1A F 98 DIVI TNG  309 AMMO CO (DS/GS)         5
WATER & CROSS STREETS ELIZABETHTOWN     NY 12932 5188736750

 1 11 WQ2LAAA 6 1N F 98 DIVI TNG  HHC 300 AMMO BN (DS/GS)     5
2393 COLBIN BLVD      TONAWANDA         NY 14150 7166939061
.                                                            .
.                                                            .
.                                                            .
.                                                            .
.                                                            .
.                                                            .
ENTER MUSARC CODE OR END (E)
E

REPORT UICS AS MUSARC (M), AS CONUSA/ALL (C) OR END (E)
E
```

Figure 54–1. Sample RUNITS MUSARC units report

```
REPORT UICS AS MUSARC (M), AS CONUSA/ALL (C) OR END (E)
C
DEFERRED (D) OR IMMEDIATE (I) BATCH
I
ENTER CONUSA (01 THRU 09), ALL (A) (LINKED AND UN-LINKED LISTINGS) OR END (E)
05
LISTING CAN BE SORTED BY
    1.   CONUSA-MUSARC-UIC,
    2.   UIC,
    3.   DRC-CONUSA-MUSARC-UIC,
    4.   ZIP-CONUSA-MUSARC-UIC,
    5.   PRIORTY-CONUSA-MUSARC-UIC.
ENTER A NUMBER (1 THRU 5) OR END (E)
2

POC :  XXX UZK            TITLE : RUNITS                  DATE : 6/ 7/83          PAGE :    1

       COMU                                                                  ST       P                D B
       NUSA DESIGNATION              /                                       AT ZIPCD  R                R O           COMMENT
**UIC** SARC                          ADDRESS                                E         I ***MUSARC***   C N PHONE  NUM   CPC

WQXNAAA  539 201ST ARMY SEC AGENCY DETBLDG 505, FT SNELLING ST PAUL,         MN  55111 6 88 USAR CMD    5K F 6127255229            4
WQZ2AAA  535 361ST MP COMPANY (GUARD)  1414 9TH STREET SW    CANTON           OH  44706 3 83 USAR CMD    5C F 2164548375            6
WQZ3AAA  535 706 TC CO (TML TRF) (-)   271 HEDGES STREET     MANSFIELD        OH  44903 2 83 USAR CMD    5D F 4195251893            5
WQZ3A1B  535 DET 1 706 TC DO (TML TRF) 1512 OAK HARBOR ROAD  FREMONT          OH  43420 3 83 USAR CMD    5C F 4193329635            4
WQZ4AAA  535 447 MP CO (PHYS SCTY)     530 BUCKINGHAM ST #300COLUMBUS        OH  43215 6 83 USAR CMD    5D F 6142363408MALES ONLY  2
WQZ4A1B  535 DET 1 447 MP CO (PHY SEC) 1676 PORTAGE ROAD     WOOSTER          OH  40469 6 83 USAR CMD    5C F 2162626136MALES ONLY  1
WQZ5AAA  535 444TH QM CO (PETRL SUP)   KUNKEL USARC POB 3008 WARREN,          OH  44485 2 83 USAR CMD    5C F 2163949409            5
WQZ6AAA  535 322 EN DET (WELL DRILL)   6195 STRICKER ROAD    KINGS MILLS      OH  45034 6 83 USAR CMD    5B F 5136837594MALES ONLY  3
.                                                                             .
.                                                                             .
.                                                                             .
W852YBA  537 CO B,  1/338/3D BDE       310 3RD ST            ROCK ISLAND      IL  61201 9 85TH DIV       5E N 3097949855            4
W852YCA  537 CO C,  3/338/3D BDE       1881 E. FREMONT ST.   GALESBURG        IL  61401 9 085 DIVI  TNG  5M N 3093420713            5
W852YCB  537 CO C, 3BN 1BDE 338 RGT BCT1881 FREMONT ST       GALESBURG        IL  61401 9 85  DIV  TNG   5E N 3093420713            6
W852YDA  537 CO D,  2/340/3D BDE       2700 PLANK ROAD       PERU             IL  61353 9 85  DIV  TNG   5M N 8152237913            5
W852YDC  537 CO D, 2BN 1BDE 340 RGT BCT2700 PLANK ROAD       PERU             IL  61354 9 85  DIVI  TNG  5E N 8152237913            4
W86GAAA  535 5010TH USA HOSPITAL       GAST & CENTURY DIV WAYLOUISVILLE      KY  40205 3 83  USAR  CMD 3F F 5024594441            3

***END OF REPORT***
```

Figure 54-2. Sample RUNITS CONUSA units batch report sorted by UIC

Section IV
OUTPUT DESCRIPTION

54–7. Output.

RUNITS provides output in one of two report formats, as specified by the user's response to the initial RUNITS prompt. Regardless of format, the output headings indicate the information included in the report. Table 54–1 describes the terms used in the MUSARC units report, and Table 54–2 describes the terms used in the CONUSA units report.

Table 54–1
RUNITS MUSARC units report description

Field Name	Field Label	Content Description
CONUSA Number	CO NU SA	The CONUSA of the MUSARC.
MUSARC Number	MU SA RC	The MUSARC number.
Unit Identification Code	**UIC**	The Unit Identification Code.
Priority	PRI	The Priority Code of the unit.
District Recruiting Command Code	DRC	The District Recruiting Command code of the MUSARC.
Bonus	BON	The Bonus associated with the unit.
MUSARC name	***MUSARC***	The name of the MUSARC.
Designation	DESIGNATION	The designation of the unit.
Address	ADDRESS	The street address of the unit.
City	CITY	The city where the unit is located.
State	ST AT E	The state where the unit is located.
Zip Code	ZIPCD	The Zip Code of the unit.
Phone number	PHONE NUM	The telephone number of the unit.
Comment	COMMENT	Any comment associated with the unit.
Combat Probability	CPC	An integer 1-7 rating the probability that the unit will see combat.

Table 54–2
RUNITS CONUSA units report description

Field Name	Field Label	Content Description
Unit Identification Code	**UIC**	The Unit Identification Code.
CONUSA Number	CO NU SA	The CONUSA number.
MUSARC Number	MU SA RC	The MUSARC number.
Designation	DESIGNATION	The designation of the unit.
Address	ADDRESS	The street address of the unit.
State	ST AT E	The state where the unit is located.
Priority	PRI	The Priority Code of the unit.
MUSARC name	***MUSARC***	The name of the MUSARC.
District Recruiting Command Code	DRC	The District Recruiting Command code of the unit.
Phone number	PHONE NUM	The telephone number of the unit.
Comment	COMMENT	Any comment associated with the unit.
Combat Probability Code	CPC	An integer 1-7 rating the probability that the unit will see combat.

54–7A. (Not used.)

(Paragraph not used.)

Section V
ERROR MESSAGES AND CORRECTION PROCEDURES

54–8. System Errors.

The following is a representative list of possible system errors. If any such error messages appear, call the KEYSTONE Branch immediately.

1. Any message which contains one of the following phrases:
   XXXX FILE NOT INCREMENTED
   XXXX FILE NOT DECREMENTED
   XXXX FILE NOT UPDATED

2. Any message which contains one of the following phrases:
   COUNTERS WOULD BECOME NEGATIVE
   UNSUCCESSFUL UPDATE OF XXXXX
   RESERVATIONS WOULD BECOME NEGATIVE
3. **** TRACE BACK ****

ENTRY POINT	ENTRY ADDRESS	RETURN ADDRESS
XXXXXXXX	ZZZZZZZZ	ZZZZZZZZ

4. ERROR: ON LUN=XXXXXX
   VSAM ERROR RETURN CODE=XXXXXX
   ACTION CODE=XXX
   KEYS (IN HEX)=ZZZZZZZZ, ZZZZZZZZ
   RECORD TYPE=XXX
   SPARE VARIABLE X=XXXXXX
   CALL KEYSTONE BRANCH
5. SYSTEM ERROR : INVALID XXXXX IN XXXX
   : ILLEGAL XXXXXX
   : OCCURRED IN XXX WHEN CALLING XXXX
   : IN XXXXXX WHEN RUNNING XXXXX
   : RETURNED BY XXXX
   : ERROR IN XXXX
   : XXXX NOT FOUND
   : RECORD DESCRIPTOR HAS XXXXXXX RETURN CODE IS XX
   : PLEASE CALL KEYSTONE BRANCH
6. ERROR : READING XXXXX
   : INVALID XXXX INDICATOR IN SUBROUTINE XX
   : XXX NOT FOUND ON XXXX FILE
   : XXXXX ERROR-SUBROUTINE XXXXXX
   : SIOXX-FOR KEY XXXXXX AND ACTION XXXX NUMREC=XXXXXXXX
   : ILLEGAL XXXX PASSED TO XXXXXX
   : BAD XXXX IN XXXXXX
   : IN XXXXX - XXXXXX
   : CANNOT FIND XXXX ON XXXXXX
7. FATAL ERROR - XXXXXX
8. SIOXX ERROR: XXXXXX
9. INVALID XXXXX IN SIOXX
10. INVALID VALUE FOR XXXXX IN XXXXXX
11. BAD RETURN FROM XXXX IN XXXXXX
12. PROBLEM WITH XXXX XXXX RECORD
    VALIDATING XXXXXX IN XXXXXX
    READING XXXXXXX
    IN XXXXXX
13. UNABLE TO GET DATA FROM XXXXXX
    VALIDATE XXXX - XXXXXX
    DECODE XX TYPE XXXXXX
14. VSAM ERROR=XXXX ON LUN XXX
15. VMCF ERROR=XXXXXX FOR LUN XXX
16. NO SINK AVAILABLE FOR LUN XXX
17. KEY/RECORD DISAGREE, KEY=XXXXXX RECORD: XXXXX
18. FACTOR XXXXXX NOT IN DATA DICTIONARY (XXXX)
19. LOGIC ERROR: XXXXXX XXXXX
20. XXXXX IS OUT OF RANGE XXXX IS AN INVALID XXXXX FOR COMPONENT (XXXX)
21. THIS OPTION NOT AVAILABLE AT THIS TIME
    ACTION IS XXXX
22. NO XXXXXX FOUND IN XXXXX
23. XXXXXX RECEIVED BY XXXX IS INCORRECT
24. $CTS ERROR IN XXXX ROUTINE

54–9. Operation Errors

The following list contains possible operation error messages and the corrective action to be taken for each.

Table 54–9A
Operation errors

MESSAGE: ***INVALID MUSARC CODE***
ACTION: The user did not enter a valid MUSARC code. Re-enter a valid two digit MUSARC code.

MESSAGE: NO UICs WITHIN GIVEN MUSARC
ACTION: This is an information message indicating that there are no UICs on file for the given MUSARC.

MESSAGE: INVALID SORTED CHOICE
ACTION: The user has entered something besides 1, 2, 3, 4, or 5 when choosing a sorting format. Re-enter a proper choice.

Chapter 55
RUSAGE PROGRAM

Section I
PROGRAM SUMMARY

55–1. Purpose.

a. The RUSAGE program reports the usage of programs in REQUEST and RETAIN by individual user, by all users, or by group user, by day of the year.

b. RUSAGE reports the user/group with the dates programs were used, the specific programs used, the number of runs made per program, the virtual time (VTIME), that is, the computer service seconds elapsed, and the virtual machine size (VM) allocated.

c. If the user wishes, cost figures can be entered, and the report will provide individual cost approximations and totals for items and categories shown.

55–2. Applicability.

The RUSAGE program is accessed by the REQUEST/RETAIN Branch, USAREC and FORSCOM.

55–3. Options.

RUSAGE provides the user with the following options:

a. Individual users — The user may request reports on program usage by one or all individuals connected to REQUEST or RETAIN.

b. Group statistics — The user may request reports on program usage by user groups in REQUEST or RETAIN.

c. Information — The user may request information pertaining to the program's purpose, its user groups, and the specific report data involved.

Section II
INPUT REQUIREMENTS

55–4. Data Items.

RUSAGE requires the user to enter the items described below in table 55–1.

Table 55–1
RUSAGE input data items

Field Name	Field Label	Valid Values
User ID	UZKXXX	User identification.
Computer service units for prime and non-prime time	CSU Cost ((/CSU) PRIME/NON-PRIME	The cost for prime and non-prime time use for the total computer service units used.
Cost for the total time connected	CONNECT COST ($/HOUR) PRIME/NON-PRIME	The cost for the total amount of connect time elapsed in seconds.
The time in terms of hours during prime time when the programs were used	PRIME TIME (HOURS) START/END	The specific hours when the programs were used - from start to end.

Table 55–1
RUSAGE input data items—Continued

Field Name	Field Label	Valid Values
The number of the group using the program	GROUP NO.	The number of the group using the program.
The date program usage starts	START DD/MM/YY	The date grogram usage starts.
The date program usage ends	END DD/MM/YY	The date program usage ends.

55–4A. (Not used.)

(Paragraph not used.)

Section III
PROGRAM OPERATION

55–5. Initiation Procedures.

After completing the sign-on procedures described in Appendix B, the system prints the following message:

ENTER PROGRAM NAME, “LIST” OR “OFF”

The user enters RUSAGE and depresses the carriage return key. The program is now ready to communicate with the user.

55–6. Procedures.

Follow the procedures described below to execute the RUSAGE program.
Procedures to execute the RUSAGE program

RUSAGE: THIS PROGRAM REPORTS USAGE OF PROGRAMS BY USER/GROUP BY DAY AND YEAR. REPORT FOR REQUEST (R), RETAIN (T), or END (E):
USER: Enter R or T and depress the carriage return key, or enter E to terminate the program.
INDIVIDUAL USERS (U), GROUP STATISTICS (G), INFORMATION (I), or END (E):
Enter the desired response and depress the carriage return key.
55-6a. If the user enters I for information:

Table 55–6A
Procedures if the user enters I for information

RUSAGE: RUSAGE INFORMATION:
RUSAGE REPORTS ON PROGRAM USAGE BY USER OR USER GROUP BY DAY OF THE YEAR. EITHER INDIVIDUAL USER OR GROUP STATISTICS CAN BE REPORTED FOR A SPECIFIC DATE OR A DATE RANGE. THE USER GROUPS THAT ARE USED BY RUSAGE ARE DEFINED IN THE REQUEST DRVMAP PROGRAM OR IN RETAIN DRVMAP PROGRAM, DEPENDING ON THE REPORT REQUESTED.

RUSAGE REPORTS, FOR THE DATE(S)AND USER (USER GROUP) REQUESTED:
NO. OF RUNS — THE TOTAL NUMBER OF PROGRAM EXECUTIONS
CSU + ARU — THE TOTAL COMPUTER SERVICE UNITS (CSU) AND APPLICATION RESOURCE UNITS (ARU)EXPENDED
SIO — THE TOTAL NUMBER OF START IO’S EXPENDED
CONNECT TIME — THE TOTAL CONNECT TIME ELAPSED IN SECONDS
VTIME — THE VIRTUAL TIME (CPU SECONDS) ELAPSED
VM SIZE — THE VIRTUAL MACHINE SIZE ALLOCATED
COST — THE COST FIGURES ARE CALCULATED BASED ON THE RESPONSES FROM THE COST PROMPTS. THE PRIME AND NON-PRIME TIME FIGURES ARE USED TO APPROXIMATE THE ACTUAL TIME PERIOD WHEN THE PROGRAM WAS EXECUTED. THE COST FIGURES ARE AN OPTIONAL FEATURE IN THE RUSAGE PROGRAM. IF THESE ARE NOT INCLUDED, THE APPROPRIATE COLUMNS IN THE REPORT WILL BE BLANK. (NOTE: THE COST FIGURES ARE APPROXIMATE FIGURES.)
INDIVIDUAL USERS(U), GROUP STATISTICS(G), INFORMATION(I) OR END(E):

USER: Enter the desired response and depress the carriage return key.

55-6b. If the user enters U for individual users:

Table 55–6B
Procedures if the user enters U for individual users

RUSAGE: ENTER USER ID IN 'UXQXXX' FORMAT OR 'ALL', AND RANGE OF DATES OR END (E):

USER START END
ID DD/MM/YY DD/MM/YY
or
ENTER USER ID IN 'UZKXXX' FORMAT OR 'ALL', AND RANGE OF DATES OR END (E):
USER START END
ID DD/MM/YY DD/MM/YY

USER:
1. Enter the user ID beneath the appropriate prompt, or ALL for a report on all user IDs.
2. Enter the start date beneath the prompt, using slashes and the DD/MM/YY format.
3. Enter the end date beneath the prompt, using slashes and the DD/MM/YY format.
4. Depress the carriage return key.

RUSAGE: INCLUDE COST FIGURES (Y OR N):
USER: Enter Y or N and depress the carriage return key. IF N is entered, skip the next prompt.
Note: If the user enters N in response to this prompt, default cost values are set automatically. See table 55-2 below for the default values.

Table 55–2
RUSAGE default cost figures

Prime time CUS cost	0.16/CSU
Non-prime time CSU cost	0.08/CSU
Prime time connect cost	$10.00/hour
Non-prime time connect cost	$8.00/hour
Starting hour of prime time	08:00
Ending hour of prime time	20:00

55-6b. If the user enters U for individual users (continued):

Table 55–6B
Procedures if the user enters U for individual users (continued)

RUSAGE:
ENTER:

CSU COST ([/CSU)	CONNECT COST ($/HOUR)	PRIME TIME (HOURS)
PRIME/NON-PRIME	PRIME/NON-PRIME	START/END

USER: USER:

1. Enter the CSU cost for prime and non-prime time under the appropriate prompt.
2. Enter the connect cost for prime and non-prime time under the appropriate prompt.
3. Enter the start and end hours under the appropriate prompt.
4. Depress the carriage return key.

Note: If the user depresses the carriage return key without entering any cost figures, RUSAGE automatically uses the default values in table 55-2.

RUSAGE: If cost figures were entered, the following report is given.
If cost figures were not entered, the same report, but with the cost columns blank, are shown (see figure 55-3.).

Table 55–6B
Procedures if the user enters U for individual users (continued)—Continued

```
        REPORT DATE -    4/ 2/83
REPORT BASED ON THE FOLLOWING CRITERIA -

   CSU COST        CONNECT COST       PRIME TIME
  ( $/CSU)          ( $/HOUR )         ( HOURS )
PRIME/NON-PRIME  PRIME/NON-PRIME      START/ END
0.16     0.08     0.10    0.05           8    18

  ****  NOTE:  ALL COST FIGURES ARE APPROXIMATIONS  ****

USER - UZKXXX
  DATE   /PROGRAM/NO OF/  CSU+ARU     / SIO /  CONNECT   /  V-    / VM  / TOTAL
                 /RUNS /  *  / COST   /     /HOURS/  COST/  TIME  /SIZE /  COST
31/ 1/83 RCTNEWS     4      0    0.0     100  0:  0   0.0  :  182 1500K   0.0
31/ 1/83 REPORT      1      6    0.96     56  0:  0   0.0  :  152 1500K   0.96

                     5      6    0.96    156  0:  1   0.0  :  334 1500K   0.96

USER - UZKXXX
  DATE  /PROGRAM/NO OF/   CSU+ARU    / SIO /   CONNECT  /   V-    / VM  / TOTAL
                /RUNS /   *  / COST  /     /HOURS/  COST/   TIME  /SIZE /  COST
 2/ 2/83 AABILD     5      93   14.88   440  0:26    0.04  :  821 1500K  14.92
 2/ 2/83 AACNCL     1      17    2.72    59  0: 9    0.01  :  152 1500K   2.73
 2/ 2/83 AACNFR     1      39    3.12    65  0: 3    0.00  :  812 1500K   3.12
 2/ 2/83 AAGET      7     183   26.80   602  0:56    0.08  : 1409 1500K  26.88
 2/ 2/83 AARQST     4     440   65.20   644  0:59    0.09  : 7621 1500K  65.29
 2/ 2/83 LOCBAL     1     104   16.64    57  0:30    0.05  :  636 1500K  16.69
 2/ 2/83 RCTNEWS    1      19    3.04    37  0: 6    0.01  :  160 1500K   3.05
 2/ 2/83 REPORT     3      41    5.84   168  0:10    0.01  :  729 1500K   5.85
 2/ 2/83 UNSOLD     2      16    1.28   212  0: 4    0.00  :  231 1500K   1.28

                   25     952  139.52  2284  3.27    0.31  :12571 1500K 139.83

GRAND TOTALS:
 NO OF  /       CSU+ARU       /  SIO     /   CONNECT     /  V-    / VM  / TOTAL
  RUNS  /     *    /    COST  /         /HOURS/  COST    / TIME   /SIZE /  COST
     30        958     140.48     2440   3:28     0:31  : 12905  1500K  140.79

INDIVIDUAL USER (U), GROUP STATISTICS (G), INFORMATION (I) OR END (E):
USER:    Enter U, G, I or E and depress the carriage return key.
```

USER: N/A

55-6c. If the user enters G for group statistics:

Table 55–6C
Procedures if the user enters G for group statistics.

RUSAGE:
ENTER GROUP NO. AND RANGE OF DATES OR END (E)?
GROUP NO. START DD/MM/YY END DD/MM/YY
USER:
1. Enter the group number below the appropriate heading.
2. Enter the start and end dates below their respective headings using the DD/MM/YY format, including slashes, as shown.

Table 55–6C
Procedures if the user enters G for group statistics.—Continued

3. Depress the carriage return key.

RUSAGE: INCLUDE COST FIGURES (Y OR N)?
USER: Enter Y or N and depress the carriage return key.

RUSAGE: Prints a report similar to the one shown above for individual users in paragraph 55–6b. However, if N was the response to INCLUDE COST FIGURES (Y OR N)?, the cost columns will be blank.
USER: N/A

```
THIS PROGRAM REPORTS USAGE OF PROGRAMS BY USER/GROUP BY DAY AND YEAR.

REPORT FOR REQUEST (R), RETAIN (T), OR END (E):
T

INDIVIDUAL USERS (U), GROUP STATISTICS (G), INFORMATION (I), OR END (E):
I

RUSAGE INFORMATION:
    RUSAGE REPORTS ON PROGRAM USAGE BY USER OR USER GROUP BY DAY OF THE YEAR.
EITHER INDIVIDUAL USER OR GROUP STATISTICS CAN BE REPORTED FOR A SPECIFIC DATE
OR A DATE RANGE.  THE USER GROUPS THAT ARE USED BY RUSAGE ARE DEFINED IN THE
REQUEST DRVMAP PROGRAM OR IN RETAIN DRVMAP PROGRAM, DEPENDING ON THE REPORT
REQUESTED.
    RUSAGE REPORTS, FOR THE DATE(S) AND USER (USER GROUP) REQUESTED,

    NO OF      --   THE TOTAL NUMBER OF PROGRAM EXECUTIONS
    RUNS

    CSU +      --   THE TOTAL COMPUTER SERVICE UNITS (CSU) AND
    ARU                  APPLICATION RESOURCE UNITS(ARU) EXPENDED

    SIO        --   THE TOTAL NUMBER OF START IO'S EXPENDED

    CONNECT    --   THE TOTAL CONNECT TIME ELAPSED IN SECONDS
     TIME

    VTIME      --   THE VIRTUAL MACHINE SIZE ALLOCATED

    COST       --   THE COST FIGURES ARE CALCULATED BASED ON THE RESPONSES FROM
                    THE COST PROMPTS.  THE PRIME AND NON-PRIME TIME FIGURES ARE
                    USED TO APPROXIMATE THE ACTUAL TIME PERIOD WHEN THE PROGRAM
                    WAS EXECUTED.  THE COST FIGURES ARE AN OPTIONAL FEATURE IN
                    THE RUSAGE PROGRAM.  IF THESE ARE NOT INCLUDED, THE
                    APPROPRIATE COLUMNS IN THE REPORT WILL BE BLANK.
                    ( NOTE:  THE COST FIGURES ARE APPROXIMATE FIGURES )

INDIVIDUAL USERS (U), GROUP STATISTICS (G), INFORMATION (I), OR END (E):  E
```

Figure 55–1. RUSAGE sample report using the information option

```
RUSAGE
THIS PROGRAM REPORTS USAGE OF PROGRAMS BY USER/GROUP BY DAY OF THE YEAR

REPORT FOR REQUEST (R), RETAIN (T) OR END (E)? R

INDIVIDUAL USER (U), GROUP STATISTICS (G), INFORMATION (I) OR END (E):U
ENTER USER-ID IN /UZKXXX/ FORMAT OR /ALL/ AND RANGE OF DATES OR END (E):
USER       START       END
 ID      DD/MM/YY    DD/MM/YY
UZKXXX   20/01/83    03/02/83

INCLUDE COST FIGURES (Y OR N)? Y
ENTER:
   CSU COST          CONNECT COST        PRIME TIME
  ( $/CSU)            ( $/HOUR )          ( HOURS )
PRIME/NON-PRIME   PRIME/NON-PRIME       START/ END
.16   .08           .10   .05             8     18

        REPORT DATE -    4/ 2/83
REPORT BASED ON THE FOLLOWING CRITERIA -

   CSU COST          CONNECT COST        PRIME TIME
  ( $/CSU)            ( $/HOUR )          ( HOURS )
PRIME/NON-PRIME   PRIME/NON-PRIME       START/ END
0.16      0.08      0.10    0.05           8    18


 ****  NOTE:  ALL COST FIGURES ARE APPROXIMATIONS  ****

USER - UZKXXX
  DATE    /PROGRAM/NO OF/  CSU+ARU      / SIO /  CONNECT    /  V-     / VM  / TOTAL
                  /RUNS /  *  / COST    /     /HOURS/  COST/  TIME  /SIZE /  COST
31/ 1/83 AABILD      1     13    2.08     69  0: 1    0.00  :  334 1500K   2.08
31/ 1/83 AARQST      1      5    0.80    143  0: 0    0.0   :  110 1500K   0.80
31/ 1/83 RCTNEWS    11      0    0.0     279  0: 3    0.0   :  507 1500K   0.0

                    13     18    2.88    491  0: 5    0.00  :  951 1500K   2.88

USER - UZKXXX
  DATE    /PROGRAM/NO OF/  CSU+ARU      / SIO /  CONNECT    /  V-     / VM  / TOTAL
                  /RUNS /  *  / COST    /     /HOURS/  COST/  TIME  /SIZE /  COST
2/ 2/83 AABILD       9    116   18.56    792  0:31    0.04  : 1172 1500K  18.60
2/ 2/83 AACNCL       3     20    3.20    177  0: 5    0.01  :  324 1500K   3.21
2/ 2/83 AACNFR       2     53    4.24    130  0: 6    0.00  : 1232 1500K   4.24
2/ 2/83 AAGET        2     20    3.20    172  0: 4    0.00  :  272 1500K   3.20
2/ 2/83 AARQST      12   1517  242.72   1927  3:10    0.31  :25470 1500K 243.03
2/ 2/83 LOCBAL       1     89   14.24     57  0:17    0.03  : 1048 1500K  14.27
2/ 2/83 RCTNEWS      2    100   16.00     74  0:25    0.04  :  761 1500K  16.04
2/ 2/83 REPORT       6    181   17.36    336  0:30    0.03  : 2962 1500K  17.39
2/ 2/83 UNSOLD       3     29    2.88    318  0: 6    0.00  :  394 1500K   2.88

                    40   2125  322.40   3983  5:19    0.47  : 33635 1500K 322.87
```

Figure 55–2A. RUSAGE sample report using individual user option

```
USER - UZKXXX
  DATE    /PROGRAM/NO OF/  CSU+ARU      / SIO /  CONNECT    /  V-     / VM  / TOTAL
                 /RUNS /  *  / COST   /      /HOURS/  COST/  TIME  /SIZE /  COST
3/ 2/83 AABILD      10     89   14.24    880  0:23    0.03  : 1104 1500K  14.27
3/ 2/83 AARQST      10   2336  373.76   1607  4:37    0.45  :40262 1500K 374.21
3/ 2/83 LOCBAL       1    121   19.36     57  0:32    0.05  : 1084 1500K  19.41
3/ 2/83 RCTNEWS      2     72   11.52     74  0:19    0.03  :  564 1500K  11.55

                    23   2618  418.88   2618  5:51    0.57  : 43014 1500K 419.45


GRAND TOTALS:
 NO OF  /       CSU+ARU       /  SIO     /   CONNECT     /  V-    / VM  / TOTAL
  RUNS  /     *    /    COST  /         /HOURS/  COST    / TIME   /SIZE /  COST
     76       4761     744.16      7092 11:16     1.04  : 77600  1500K  745.20

INDIVIDUAL USER(U), GROUP STATISTICS(G), INFORMATION(I), OR END(E):  E
```

Figure 55–2B. RUSAGE sample report using individual user option - Continued

```
RUSAGE
THIS PROGRAM REPORTS USAGE OF PROGRAMS BY USER/GROUP BY DAY OF THE YEAR

REPORT FOR REQUEST (R), RETAIN (T) OR END (E)? R

INDIVIDUAL USER (U), GROUP STATISTICS (G), INFORMATION (I) OR END (E): G
ENTER GROUP NO. AND RANGE OF DATES OR END(E)?
   GROUP      START      END
    NO.      DD/MM/YY  DD/MM/YY
40           31/01/83  03/02/83

INCLUDE COST FIGURES (Y OR N)? N

          REPORT DATE -    4/ 2/83


USER - UZKXXX
  DATE   /PROGRAM/NO OF/  CSU+ARU     / SIO /  CONNECT   /  V-    / VM  / TOTAL
                 /RUNS /  *  / COST   /     /HOURS/  COST/  TIME  /SIZE /  COST
31/ 1/83 SASCP       1      7            73  0: 1         :   105 1500K

USER - UZKXXX
  DATE   /PROGRAM/NO OF/  CSU+ARU     / SIO /  CONNECT   /  V-    / VM  / TOTAL
                 /RUNS /  *  / COST   /     /HOURS/  COST/  TIME  /SIZE /  COST
31/ 1/83 SASBAT      1   1399          5858  0: 2         :27098 1500K
31/ 1/83 SASCP       1     26           251  0: 4         :  329 1500K
                 _____ _____         _____ _____ _____ _______ _______ _____
                     2   1425          6109  0: 7       : 27427 1500K
USER - UZKXXX
  DATE   /PROGRAM/NO OF/  CSU+ARU     / SIO /  CONNECT   /  V-    / VM  / TOTAL
                 /RUNS /  *  / COST   /     /HOURS/  COST/  TIME  /SIZE /  COST
2/ 2/83 SASCP        2    774          2737  0:48         :12258 1500K

USER - UZKXXX
  DATE   /PROGRAM/NO OF/  CSU+ARU     / SIO /  CONNECT   /  V-    / VM  / TOTAL
                 /RUNS /  *  / COST   /     /HOURS/  COST/  TIME  /SIZE /  COST
2/ 2/83 SASCP        4   1461          5591  0:26         :26505 1500K

USER - UZKXXX
  DATE   /PROGRAM/NO OF/  CSU+ARU     / SIO /  CONNECT   /  V-    / VM  / TOTAL
                 /RUNS /  *  / COST   /     /HOURS/  COST/  TIME  /SIZE /  COST
2/ 2/83 SASCP        3   3148          9666  0:25         :58853 1500K

USER - UZKXXX
  DATE   /PROGRAM/NO OF/  CSU+ARU     / SIO /  CONNECT   /  V-    / VM  / TOTAL
                 /RUNS /  *  / COST   /     /HOURS/  COST/  TIME  /SIZE /  COST
2/ 2/83 SASCP        3  14674          ****  0:47         :***** 1500K
```

Figure 55–3A. RUSAGE sample report using the group statistics option

```
USER - UZKXXX
  DATE    /PROGRAM/NO OF/  CSU+ARU      / SIO /  CONNECT    /  V-     / VM  / TOTAL
                  /RUNS /  *  / COST    /     /HOURS/  COST/  TIME  /SIZE /  COST
3/ 2/83 SASBAT        1   1249           4920  0: 2          :24772 1500K
3/ 2/83 SASCP         1    678           1153  1:17          : 9150 1500K

                      2   1927           6073  1:19          : 33922 1500K

USER - UZKXXX
  DATE    /PROGRAM/NO OF/  CSU+ARU      / SIO /  CONNECT    /  V-     / VM  / TOTAL
                  /RUNS /  *  / COST    /     /HOURS/  COST/  TIME  /SIZE /  COST
3/ 2/83 SASCP         3    189          1074   0:20          : 2845 1500K

USER - UZKXXX
  DATE    /PROGRAM/NO OF/  CSU+ARU      / SIO /  CONNECT    /  V-     / VM  / TOTAL
                  /RUNS /  *  / COST    /     /HOURS/  COST/  TIME  /SIZE /  COST
3/ 2/83 SASCP         1   1049          4981   0:26          :18120 1500K

USER - UZKXXX
  DATE    /PROGRAM/NO OF/  CSU+ARU      / SIO /  CONNECT    /  V-     / VM  / TOTAL
                  /RUNS /  *  / COST    /     /HOURS/  COST/  TIME  /SIZE /  COST
3/ 2/83 SASCP         2   5258           ****  0:35          :99136 1500K

USER - UZKXXX
  DATE    /PROGRAM/NO OF/  CSU+ARU      / SIO /  CONNECT    /  V-     / VM  / TOTAL
                  /RUNS /  *  / COST    /     /HOURS/  COST/  TIME  /SIZE /  COST
3/ 2/83 SASCP         3  10994           ****  1: 0          :***** 1500K


GRAND TOTALS:
 NO OF  /       CSU+ARU       /  SIO     /   CONNECT     /  V-     / VM  / TOTAL
  RUNS  /     *    /    COST  /         /HOURS/  COST    / TIME   /SIZE /  COST
      26      40906              123745   6:19            :765663 1500K

INDIVIDUAL USER (U), GROUP STATISTICS (G), INFORMATION (I) OR END (E): E
```

Figure 55–3B. RUSAGE sample report using the group statistics option. - Continued

Section IV
OUTPUT DESCRIPTION

55–7. Output.

RUSAGE provides the user with output in the format described in table 55–3.

Table 55–3
RUSAGE output description

Field Name	Field Label	Content Description
Computer service units. Prime time is peak time. Cost is approximate.	CSU COST ([/CSU) PRIME/NON-PRIME	The cost of computer service units for prime and non-prime time. Prime time is more expensive.
The connect time elapsed in seconds. Cost is approximate.	CONNECT COST (0/HOUR) PRIME/NON-PRIME	The cost of the connect time for prime and non-prime time and the amount of time used.
The start and end peak times in which the program is run.	PRIME TIME (HOURS)	The start and end peak times in which the program is run.
User identification code	USER:UZKXXX	User identification code.
The DD/MM/YY the program(s) was run.	DATE	Date that program(s) was run.
Program Name	PROGRAM	The name of the program run.
The number of times a program was run.	NO OF RUNS	The number of times a program was run.
Computer service units and application resource units.	CSU+ARU/*/COST/	The total computer service units and applications resource units expended and the cost.
Start IOs	SIO	The total number of start IOs (input output) expended.
VTIME - virtual time	V-1 TIME/	The virtual time (CPU seconds) elapsed.
Virtual machine size	VM / SIZE /	The virtual machine size allocated.
Total cost, for user or group.	TOTAL COST	Cost figures are approximate and based upon responses from the cost prompts.

55–7A. (Not used.)

(Paragraph not used.)

Section V
ERROR MESSAGES AND CORRECTION PROCEDURES

55–8. System Errors.

The following is a representative list of possible system errors. If any such error messages appear, call the REQUEST/RETAIN Branch immediately.

1. Any message which contains one of the following phrases:
   XXXX FILE NOT INCREMENTED
   XXXX FILE NOT DECREMENTED
   XXXX FILE NOT UPDATED
2. Any message which contains one of the following phrases:line COUNTERS WOULD BECOME NEGATIVE
   UNSUCCESSFUL UPDATE OF XXXXX
   RESERVATIONS WOULD BECOME NEGATIVE
3. **** TRACE BACK ****
   ENTRY POINT ENTRY ADDRESS RETURN ADDRESS
   XXXXXXXX ZZZZZZZZ ZZZZZZZZ
4. ERROR: ON LUN=XXXXXX
   VSAM ERROR RETURN CODE=XXXXXX
   ACTION CODE=XXX
   KEYS (IN HEX)=ZZZZZZZZ, ZZZZZZZZ
   RECORD TYPE=XXX
   SPARE VARIABLE X=XXXXXX
   CALL REQUEST/RETAIN BRANCH
5. SYSTEM ERROR : INVALID XXXXX IN XXXX
   : ILLEGAL XXXXXX
   : OCCURRED IN XXX WHEN CALLING XXXX
   : IN XXXXXX WHEN RUNNING XXXXX
   : RETURNED BY XXXX
   : ERROR IN XXXX
   : XXXX NOT FOUND

: RECORD DESCRIPTOR HAS XXXXXXX RETURN CODE IS XX
: PLEASE CALL REQUEST/RETAIN BRANCH

6. ERROR : READING XXXXX
: INVALID XXXX INDICATOR IN SUBROUTINE XX
: XXX NOT FOUND ON XXXX FILE
: XXXXX ERROR-SUBROUTINE XXXXXX
: SIOXX-FOR KEY XXXXXX AND ACTION XXXX NUMREC=XXXXXXXX
: ILLEGAL XXXX PASSED TO XXXXXX
: BAD XXXX IN XXXXXX
: IN XXXXX - XXXXXX
: CANNOT FIND XXXX ON XXXXXX
7. FATAL ERROR - XXXXXX
8. SIOXX ERROR: XXXXXX
9. INVALID XXXXX IN SIOXX
10. INVALID VALUE FOR XXXXX IN XXXXXX
11. BAD RETURN FROM XXXX IN XXXXXX
12. PROBLEM WITH XXXX XXXX RECORD
VALIDATING XXXXXX IN XXXXXX
READING XXXXXXX
IN XXXXXX
13. UNABLE TO GET DATA FROM XXXXXX
VALIDATE XXXX - XXXXXX
DECODE XX TYPE XXXXXX
14. VSAM ERROR=XXXX ON LUN XXX
15. VMCF ERROR=XXXXXX FOR LUN XXX
16. NO SINK AVAILABLE FOR LUN XXX
17. KEY/RECORD DISAGREE, KEY=XXXXXX RECORD: XXXXX
18.FACTOR XXXXXX NOT IN DATA DICTIONARY (XXXX)
19. LOGIC ERROR: XXXXXX XXXXX
20. XXXXX IS OUT OF RANGE XXXX IS AN INVALID XXXXX FOR COMPONENT (XXXX)
21. THIS OPTION NOT AVAILABLE AT THIS TIME
ACTION IS XXXX
22. NO XXXXXX FOUND IN XXXXX
23. XXXXXX RECEIVED BY XXXX IS INCORRECT
24. $CTS ERROR IN XXXX ROUTINE

55–9. Operation Errors

The following list contains possible operation error messages and the corrective action to be taken for each.

Table 55–9A
List of possible operation error messages and the corrective action to be taken for each

MESSAGE: INVALID USER-ID, PLEASE RE-ENTER **ACTION:** An invalid user-ID was entered. Re-enter a valid user-ID.
MESSAGE: NO DATA ON FILE BEYOND TODAY **ACTION:** Re-enter the user-ID with valid start and end dates.
MESSAGE: ERROR: TEXT MUST END WITH A PERIOD - QUIT **ACTION:** Re-enter text, ending with a period.
MESSAGE: INVALID RESPONSE **ACTION:** Data entered is invalid. Enter valid data.
MESSAGE: NO RECORDS FOUND FOR INPUT CRITERIA **ACTION:** Data entered not found in records. Enter valid data.

Chapter 56
RSTATS PROGRAM

Section I
PROGRAM SUMMARY

56–1. Purpose.
The RSTATS program reports CSU cost by hour or day for an individual user or user group. The user may elect this report for REQUEST or RETAIN.

56–2. Applicability.
The RSTATS program is accessed by the following user groups:

a. REQUEST/RETAIN Branch
b. USAREC HQ
c. FORSCOM HQ

56–3. Options.
RSTATS provides the user with the following options:

a. The user may elect to receive a report for REQUEST or for RETAIN.
b. The user may elect to receive a report giving the CSU cost by the hour or by the day.
c. The user may elect to receive a report for an individual user or a user group.

Section II
INPUT REQUIREMENTS

56–4. Data Items.
RSTATS requires the user to enter whether or not a REQUEST or RETAIN record is required, the user or group for which the report is to be made, and if cost figures are wanted, the prime and non-prime CSU and connect costs, and start and end hours involved.

56–4A. (Not used.)
(Paragraph not used.)

Section III
PROGRAM OPERATION

56–5. Initiation Procedures.
After completing the sign-on procedures described in Appendix B, the system prints the following message:

ENTER PROGRAM NAME, “LIST” OR “OFF”

The user enters RSTATS and depresses the carriage return key. The program is now ready to communicate with the user.

56–6. Procedures.
Follow the procedures described below to execute RSTATS and receive required reports.

Table 56–6
Procedures to execute RSTATS and receive required reports

RSTATS:
RSTATS:
THIS PROGRAM REPORTS CSU COST DATA BY HOUR OR DAY FOR AN INDIVIDUAL USER OR FOR A USER GROUP REPORT FOR REQUEST (R), RETAIN (T), OR END (E):

USER:
1. Enter R to receive a report for REQUEST.
2. Enter T to receive a report for RETAIN.
3. Enter E to terminate the program.

Table 56–6
Procedures to execute RSTATS and receive required reports—Continued

4. Depress the carriage return key.

RSTATS:
ENTER REPORT TYPE:
EITHER USER (U) OR GROUP (G), AND EITHER HOURLY (H) OR DAILY (D)
INFORMATION (I), OR END (E):
GROUP-USER/HOUR-DAILY

USER:
1. Enter U to get a report for a specific user.
2. Enter G to get a report for a specific group of users.
3. Enter H for the report to include hourly costs.
4. Enter D for the report to exclude hourly costs.
5. Enter I to receive information pertaining to the reports the program generates.
6. Enter E to terminate the program.
7. Depress the carriage return key.

56-6a. User or group number response procedures:

Table 56–6A
User or group number response procedures:

RSTATS: If U and H are entered, the program prompts:

ENTER USER-ID IN ‘UZKXXX’ OR ‘UXQXXX’FORMAT OR ‘ALL’, AND RANGE OF HOURS & DATES OR END (E): See figure 56–1.
If U and D are entered, this same prompt appears, with the exclusion of the words “HOURS &”.
If G and H are entered, the program prompts:
ENTER GROUP NO. OR ‘ALL’ AND RANGE OF HOURS & DATES OR END (E):
If G and D are entered, this same prompt appears, with the exclusion of the words “HOURS &”. See figure 56–2.

USER:
1. Enter the User ID or group number, or ALL (if a report for all user groups are required) below the appropriate title.
2. Enter the start and end hours if H is entered, responding below the appropriate titles.
3. Enter the start and end dates, using the DD/MM/YY format, and slashes, below the appropriate titles.
4. Enter E to terminate the program.
5. Depress the carriage return.

If the user entered H for the hourly range, the program now prompts:

RSTATS: REPORT DETAIL (D), TOTALS (T) OR END (E)?
USER:
1. Enter D for a report which prints all costs and data for the specified time. See figure 56-1.
2. Enter T for a report which prints only the grand totals.
3. Enter E to terminate the program.

RSTATS: INCLUDE COST FIGURES (Y OR N)?
USER: Enter Y or N and depress the carriage return key. See figure 56-1 for an N response, and figure 56-2 for a Y response.
If the user enters Y the program prompts:
Note: If the user enters N in response to this prompt, default cast values are set automatically. See table 56-1 below for the default values.

Table 56–1
RSTATS default cost figures

Prime time CUS cost	$0.16/CSU
Non-prime time CSU cost	$0.08/CSU
Prime time connect cost	$10.00/hour
Non-prime time connect cost	$8.00/hour
Starting hour of prime time	08:00
Ending hour of prime time	20:00

Table 56–6A
User or group number response procedures (continued):

RSTATS:
ENTER:

CSU COST ($/CSU)	CONNECT COST ($/HOUR)	PRIME TIME (HOURS)
PRIME/NON-PRIME	PRIME/NON-PRIME	START/END

USER: Enter the prime and non-prime costs and the start and end hours below the appropriate titles.
Note: If the user depresses the carriage return key without entering any cost figures, RSTATS automatically uses the default values in table 56-1.

RSTATS: If the user has entered D rather than H, the program now prompts;

ENTER 'X' UNDER SORT FIELD:
USER ID/ CSU+ARU / SIO / CONNECT / VM SIZE / NO OR
/ COST / / HOURS / COST / / RECS

USER:
1. Enter an X under the desired sort field.
2. Enter the number of records required up to 100 below that title also, although the prompt does not request it. If this title is not responded to, the program rejects the response as invalid and repeats the prompt.

RSTATS: The program prints the requested report, and repeats the prompt: ENTER REPORT TYPE:
See figure 56–1, 56–2, 56–3.
USER: N/A

56-6b. Information response procedures.

Table 56–6B
User or group number response procedures:

RSTATS: The program prints information pertaining to the program and the reports it generates, and then prompts: ENTER REPORT TYPE:
See figure 56–4.
USER: N/A

```
RSTATS:
THIS PROGRAM REPORTS CSU COST DATA BY HOUR OR DAY
FOR AN INDIVIDUAL USER OR FOR A USER GROUP

REPORT FOR REQUEST (R), RETAIN (T), OR END (E): T
ENTER REPORT TYPE:
EITHER USER (U) OR GROUP (G), AND EITHER HOURLY (H), OR DAILY (D)
INFORMATION (I), OR END (E):
GROUP-USER / HOURLY-DAILY
U   H
ENTER USER-ID IN 'UZKXXX' OR 'UXQXXX' FORMAT OR 'ALL', AND
RANGE OF HOURS & DATES OR END (E):
  USER  START    END     START       END
    ID   HOUR   HOUR    DD/MM/YY   DD/MM/YY
UXQXXX    1      24      2/2/83     3/2/83

REPORT DETAIL (D), TOTALS (T) OR END (E)? D

INCLUDE COST FIGURES (Y OR N)? N

         REPORT DATE - 18/ 3/83

USER - UXQXXX
  DATE  /HOUR/   CSU+ARU    /   SIO /   CONNECT    /  VM   / TOTAL
       /     /  *  /  COST  /       /HOURS/  COST  / SIZE  /  COST
 2/ 2/83  11     42              151  0:13           1024K
 2/ 2/83  16     80              169  0:18           1024K
             ------ --------  ------ ----- -------- ------ ---------
                122             320  0:31           1024K

USER - UXQXXX
  DATE  /HOUR/   CSU+ARU    /   SIO /   CONNECT    /   VM  /  TOTAL
       /     /  *  /  COST  /       /HOURS/  COST  /  SIZE /   COST
 3/ 2/83   8     92              184  0:30            1024K
 3/ 2/83  10     17              144  0: 7            1024K
 3/ 2/83  12     16               64  0: 6            1024K
 3/ 2/83  15     25              118  0:10            1024K
             ------ --------  ------ ----- -------- ------ ---------
                150             508  0:53           1024K
```

Figure 56–1A. RSTATS sample RETAIN user report

```
GRAND TOTALS:
HOUR/        CSU+ARU          /    SIO     /     CONNECT          /   VM  /   TOTAL
   /     *    /    COST     /             / HOURS /   COST      / SIZE  /    COST
  8          92                          184   0:30                1024K
 **
 10          17                          144    0:30               1024K
 **
 11          42                          151    0:13               1024K
 **
 12          16                           62    0: 6               1024K
 **
 15          25                          118    0:10               1024K
 **
 16          80                          169    0:18               1024K
 **
            ------ --------  ------ ----- -------- ------ ---------
            272                          828    1:24               1024K
```

Figure 56–1B. RSTATS sample RETAIN user report - Continued

```
RSTATS:
THIS PROGRAM REPORTS CSU COST DATA BY HOUR OR DAY
FOR AN INDIVIDUAL USER OR FOR A USER GROUP

REPORT FOR REQUEST (R), RETAIN (T), OR END (E): R
ENTER REPORT TYPE:
EITHER USER (U) OR GROUP (G), AND EITHER HOURLY (H) OR DAILY (D)
INFORMATION (I), OR END (E):
GROUP-USER    HOURLY-DAILY
G  D
ENTER GROUP NO. OR 'ALL' AND RANGE OF DATES OR END (E):
GROUP     START      END
 NO.    DD/MM/YY   DD/MM/YY
4       21/2/83    24/2/83

INCLUDE COST FIGURES (Y OR N)? Y
ENTER :
   CSU COST        CONNECT COST      PRIME TIME
   ( $/CSU )        ( $/HOUR )        ( HOURS )
PRIME/NON-PRIME  PRIME/NON-PRIME    START/ END
.16   .08          10.00  5.00        8    18
ENTER 'X' UNDER SORT FIELD:
USER ID/  CSU+ARU   /  SIO  /    CONNECT    / VM SIZE / NO OF
       /  *  / COST /       /  HOURS / COST /         /  RECS
X                                                       100
        REPORT DATE:  18/ 3/83
      REPORT SORTED BY:  USER ID

  REPORT BASED ON THE FOLLOWING CRITERIA:

   CSU COST        CONNECT COST      PRIME TIME
   ( $/CSU )        ( $/HOUR )        ( HOURS )
PRIME/NON-PRIME  PRIME/NON-PRIME    START/ END

0.16    0.08     10.00   5.00         8     18
```

Figure 56–2A. RSTATS sample REQUEST group report

*** NOTE: ALL COST FIGURES ARE NON-DISCOUNTED APPROXIMATIONS. ***

GROUP : 4

USER ID/ DATE	CSY+ARU *	CSY+ARU COST	SIO	CONNECT HOURS	CONNECT COST	VM SIZE	TOTAL COST
UZK299 22/ 2/83	37	5.92	161	0:14	2.41	1500K	8.33
UZK297 24/ 2/83	40	6.40	98	0:10	1.66	1500K	8.06
UZK297 23/ 2/83	1079	172.64	4028	1:59	19.43	1500K	192.07
UZK297 22/ 2/83	2061	329.76	6894	3:31	35.64	1500K	365.40
UZK215 24/ 2/83	381	60.96	1493	1:29	14.78	1500K	75.74
UZK215 23/ 2/83	219	32.32	2959	0:51	7.34	1500K	39.66
UZK215 22/ 2/83	113	18.08	222	0:28	4.65	1500K	22.73
UZK215 21/ 2/83	756	120.96	849	0:12	2.07	1500K	123.03
UZK204 24/ 2/83	52	8.32	286	0:14	2.13	1500K	10.45
UZK204 23/ 2/83	138	22.08	712	0:32	5.33	1500K	27.41
UZK204 22/ 2/83	160	25.60	346	0:42	6.94	1500K	32.54
UZK115 24/ 2/83	588	83.92	2315	2:21	22.14	1500K	106.06
UZK115 23/ 2/83	743	112.80	10199	1:20	11.23	1500K	124.03
UZK115 22/ 2/83	527	84.32	1660	1:24	14.04	1500K	98.36
UZK115 21/ 2/83	50	4.00	39	0:14	1.14	1500K	5.14
	6944	1088.08	32261	15:41	150.93	1500K (AVG)	1239.01

ENTER REPORT TYPE:

Figure 56–2B. RSTATS sample REQUEST group report - Continued

```
RSTATS:
THIS PROGRAM REPORTS CSU COST DATA BY HOUR OR DAY
FOR AN INDIVIDUAL USER OR FOR A USER GROUP

REPORT FOR REQUEST (R), RETAIN (T), OR END (E): T
ENTER REPORT TYPE:
EITHER USER (U) OR GROUP (G), AND EITHER HOURLY (H) OR DAILY (D)
INFORMATION (I), OR END (E):
GROUP-USER    HOURLY-DAILY
G    H
ENTER GROUP NO. OR 'ALL' AND RANGE OF HOURS & DATES, OR END (E):
GROUP   START     END    START       END
 NO.    HOUR     HOUR   DD/MM/YY  DD/MM/YY
4        8        18    21/2/83   24/2/83

REPORT DETAIL (D), TOTALS (T) OR END (E)? T

INCLUDE COST FIGURES (Y OR N)? N

         REPORT DATE - 18/ 3/83

GRAND TOTALS:
HOUR/        CSU+ARU        /   SIO    /      CONNECT       /  VM  /   TOTAL
   /    *      /    COST   /          /  HOURS /   COST    / SIZE  /    COST
  8         301                    1575     1:22             1500K
 **
  9        1064                    4349     2:45             1500K
 **
 10        1312                    4752     3: 5             1500K
 **
 11         960                    3206     1:54             1500K
 **
 12         997                    2189     0:55             1500K
 **
 13         300                    1102     1:18             1500K
 **
 14         570                    2744     1:17             1500K
 **
 15         314                    1156     0:50             1500K
 **
 16         208                     569     0:24             1500K
 **
 17         631                    9691     0:54             1500K
 **
    -----------  -----------  --------  -------  ---------  -----  --------
          6657                   31333    14:44             1500K

ENTER REPORT TYPE:
```

Figure 56–3. RSTATS sample RETAIN totals only reports

```
RSTATS:
THIS PROGRAM REPORTS CSU COST DATA BY HOUR OR DAY
FOR AN INDIVIDUAL USER OR FOR A USER GROUP
REPORT FOR REQUEST (R), RETAIN (T), OR END (E): R
ENTER REPORT TYPE:
EITHER USER (U) OR GROUP (G), AND EITHER HOURLY (H) OR DAILY (D)
INFORMATION (I), OR END (E):
GROUP-USER    HOURLY-DAILY
I

RSTATS INFORMATION:
     RSTATS REPORTS CSU COST DATA BY HOUR/DAY FOR AN INDIVIDUAL USER
OR FOR A PARTICULAR USER GROUP.  THE USER GROUPS THAT ARE USED BY RSTATS
ARE DEFINED IN THE REQUEST DRVMAP PROGRAM OR IN THE RETAIN DRVMAP PROGRAM,
DEPENDING ON THE REPORT REQUESTED.  THE DAILY REPORT PROVIDES THE OPTION
OF SORTING THE REPORT OUTPUT BY SPECIFIC FIELDS.  THIS FEATURE IS NOT
POSSIBLE IN THE HOURLY REPORT DUE TO THE MAGNITUDE OF THE DATA MANIPULATION.
FURTHER, IN ORDER TO OPTIMIZE PROGRAM AND OUTPUT SIZE, THE DAILY REPORT
WILL DISPLAY THE TOP 100 RECORDS AS A MAXIMUM.  THE REPORT CAN BE
FURTHER LIMITED BY ENTERING THE NUMBER DESIRED BENEATH "NO OF RECS"
     IN THE RSTATS REPORTS, THE HOUR SCHEME USED IS BASED ON
             HOUR 1  FOR  00:00 THRU 00:59
              "   2   "   01:00 THRU 01:59
              "   3   "   02:00 THRU 02:59
              "   .   "     .    "     .
              "   .   "     .    "     .
              "   .   "     .    "     .
             HOUR 24 FOR  23:00 THRU 23:59

RSTATS REPORTS, FOR THE DATE(S) AND USER (USER GROUP) REQUESTED:
  CSU +  -- THE TOTAL COMPUTER SERVICE UNITS (CSU) AND
   ARU      APPLICATION RESOURCE UNITS (ARU) EXPENDED

  SIO    -- THE TOTAL NUMBER OF START IO'S EXPENDED

  CONNECT-- THE TOTAL CONNECT TIME ELAPSED IN SECONDS
   TIME

  VM SIZE-- THE VIRTUAL MACHINE SIZE ALLOCATED

  COST   -- THE COST FIGURES ARE CALCULATED BASED ON THE
            RESPONSES FROM THE COST PROMPTS.  THE PRIME AND
            NON-PRIME TIME FIGURES ARE USED TO APPROXIMATE
            THE ACTUAL TIME PERIOD WHEN THE PROGRAM WAS
            EXECUTED.  THE COST FIGURES ARE AN OPTIONAL
            FEATURE IN HE RSTATS PROGRAM IF THESE ARE NOT
            INCLUDED, THE APPROPRIATE COLUMNS IN THE REPORT
            WILL BE BLANK.

         (NOTE:  THE COST FIGURES ARE APPROXIMATE FIGURES.)

ENTER REPORT TYPE:
```

Figure 56–4. RSTATS sample information report

Section IV
OUTPUT DESCRIPTION

56–7. Output.

RSTATS provides the user with report data described in table 56–2 below.

Table 56–2
RSTATS input data items

Field Name	Field Label	Valid Values
Date	DATE	The date for the data specified.
Hour	HOUR	The hour scheme used is based on: hour 1 for 00:00 thru 00:59 hour 2 for 01:00 thru 01:59 hour 3 for 02:00 thru 02:59 and so on, until: hour 24 for 23:00 thru 23:59
Computer service units, and application resource units (and cost if requested).	CSU + ARU # / COST	The total computer service units (CSU) and application resource units (ARU) expended, and cost (if cost figures are requested.)
Start IOs	SIO	The total number of start IOs expended.
The time and cost used and charged respectively.	CONNECT	The total connect time elapsed in seconds and the cost charged.
Virtual machine size allocated	VM	The virtual machine size allocated.
Total cost in approximate figures	TOTAL COST	Prime and non-prime time figures are used to approximate the actual time period when grogram was excuted.
CSU cost for prime and non-prime time program execution	CSU COST ($ / CSU) PRIME/NON-PRIME	The CSU approximate cost for the prime and non-prime time when the program was executed. Cost figures are approximate.
Cost of prime and non-prime times program is run	CONNECT COST ($/HOUR)	The total connect time costs for both prime and non-prime times program is executed.
The beginning and ending times in which the program was executed	PRIME TIME (HOURS)	The beginning and ending times in which program was executed.

56–7A. (Not used.)

(Paragraph not used.)

Section V
ERROR MESSAGES AND CORRECTION PROCEDURES

56–8. System Errors.

The following is a representative list of possible system errors. If any such error messages appear, call the REQUEST/RETAIN Branch immediately.

1. Any message which contains one of the following phrases:
   XXXX FILE NOT INCREMENTED
   XXXX FILE NOT DECREMENTED
   XXXX FILE NOT UPDATED
2. Any message which contains one of the following phrases:
   COUNTERS WOULD BECOME NEGATIVE
   UNSUCCESSFUL UPDATE OF XXXXX
   RESERVATIONS WOULD BECOME NEGATIVE
3. **** TRACE BACK ****

ENTRY POINT	ENTRY ADDRESS	RETURN ADDRESS
XXXXXXXX	ZZZZZZZZ	ZZZZZZZZ

4. ERROR: ON LUN=XXXXXX

VSAM ERROR RETURN CODE=XXXXXX
ACTION CODE=XXX
KEYS (IN HEX)=ZZZZZZZZ, ZZZZZZZZ
RECORD TYPE=XXX
SPARE VARIABLE X=XXXXXX
CALL REQUEST/RETAIN BRANCH

5. SYSTEM ERROR : INVALID XXXXX IN XXXX
: ILLEGAL XXXXXX
: OCCURRED IN XXX WHEN CALLING XXXX
: IN XXXXXX WHEN RUNNING XXXXX
: RETURNED BY XXXX
: ERROR IN XXXX
: XXXX NOT FOUND
: RECORD DESCRIPTOR HAS XXXXXXX RETURN CODE IS XX
: PLEASE CALL REQUEST/RETAIN BRANCH

6. ERROR : READING XXXXX
: INVALID XXXX INDICATOR IN SUBROUTINE XX
: XXX NOT FOUND ON XXXX FILE
: XXXXX ERROR-SUBROUTINE XXXXXX
: SIOXX-FOR KEY XXXXXX AND ACTION XXXX NUMREC=XXXXXXXX
: ILLEGAL XXXX PASSED TO XXXXXX
: BAD XXXX IN XXXXXX
: IN XXXXX - XXXXXX
: CANNOT FIND XXXX ON XXXXXX

7. FATAL ERROR - XXXXXX
8. SIOXX ERROR: XXXXXX
9. INVALID XXXXX IN SIOXX
10. INVALID VALUE FOR XXXXX IN XXXXXX
11. BAD RETURN FROM XXXX IN XXXXXX
12. PROBLEM WITH XXXX XXXX RECORD
VALIDATING XXXXXX IN XXXXXX
READING XXXXXXX
IN XXXXXX
13. UNABLE TO GET DATA FROM XXXXXX
VALIDATE XXXX - XXXXXX
DECODE XX TYPE XXXXXX
14. VSAM ERROR=XXXX ON LUN XXX
15. VMCF ERROR=XXXXXX FOR LUN XXX
16. NO SINK AVAILABLE FOR LUN XXX
KEY/RECORD DISAGREE, KEY=XXXXXX RECORD: XXXXX
18. FACTOR XXXXXX NOT IN DATA DICTIONARY (XXXX)
19. LOGIC ERROR: XXXXXX XXXXX
20. XXXXX IS OUT OF RANGE XXXX IS AN INVALID XXXXX FOR COMPONENT (XXXX)
21. THIS OPTION NOT AVAILABLE AT THIS TIME
ACTION IS XXXX
22. NO XXXXXX FOUND IN XXXXX
23. XXXXXX RECEIVED BY XXXX IS INCORRECT
24. $CTS ERROR IN XXXX ROUTINE

56–9. Operation Errors

The following list contains possible operation error messages and the corrective action to be taken for each.

Table 56–9A
List of possible operation error messages and the corrective action to be taken for each

MESSAGE: INVALID USER-ID, PLEASE RE-ENTER **ACTION:** Re-enter a valid user ID.
MESSAGE: INVALID HOUR **ACTION:** The user entered an invalid hour. Re-enter a valid hour.

Table 56–9A
List of possible operation error messages and the corrective action to be taken for each—Continued

MESSAGE: INVALID DATE **ACTION:** The user entered an invalid date. Re-enter a valid date.
MESSAGE: INVALID RESPONSE **ACTION:** The user entered an invalid response. Re-enter a valid response.
MESSAGE: COST FIGURES NOT INCLUDED, CHOOSE ANOTHER SORT FIELD **ACTION:** Cost figures are not included. Re-enter response choosing another sort field.

Chapter 57
RPTMCS PROGRAM

Section I
PROGRAM SUMMARY

57–1. Purpose.

The RPTMCS program provides summary and comparison reports for the REQMCS file, using REQUEST or RETAIN information as required. RPTMCS provides the user with the following report types:

a. Report type 1 provides a report of the number of individual program executions for one or all programs for a single user or user group, or for all users. The report will display daily totals, commulative totals, or both. RPTMCS also enables the user to obtain a report of programs run during a certain time period. In addition, the user may obtain either a detailed or a summary report.

b. Report type 2 provides comparison of program usage or system resource usage between two users or two user groups.

c. Report type 3 provides a report of the number of program executions for the entire system for an individual program by hour of day.

d. Report type 4 is used in batch mode to report information from the REQMCS History Tapes. Type 4 reports individual program executions for one or all programs for a single user or user group, or for all users. The report displays cumulative totals and averages for a specified month or range of months.

57–2. Applicability.

The RPTMCS program is accessed by the following user groups:

a. KEYSTONE Branch
b. USAREC HQ
c. FORSCOM HQ

57–3. Options.

RPTMCS provides the user with the following options:

a. The user may select from three report types.

(1) Report type 1 provides a report of the number of individual program executions for one or all programs for a single user or user group, or for all users. The report will display daily totals, commulative totals, or both. RPTMCS also enables the user to obtain a report of programs run during a certain time period. In addition, the user may obtain either a detailed or a summary report.

(2) Report type 2 provides a comparison of program usage or system resource usage between two users or two user groups.

(3) Report type 3 provides a report of the number of program executions for the entire system for an individual program by hour of day.

(4) Report type 4 is used in batch mode to report information from the REQMCS History Tapes. Type 4 reports individual program executions for one or all programs for a single user or user group, or for all users. The report displays cumulative totals and averages for a specified month or range of months.

b. The user may elect to have the cost figures calculated for the report. The calculation can be done with standard figures as shown in table 57-1. The user may also specify his own figures.

Table 57–1
RPTMCS default cost figures

Prime time CUS cost	$0.16/CSU
Non-prime time CSU cost	$0.08/CSU
Prime time connect cost	$10.00/hour
Non-prime time connect cost	$8.00/hour
Starting hour of prime time	08:00
Ending hour of prime time	20:00

Section II
INPUT REQUIREMENTS

57–4. Data Items.
RPTMCS requires the user to select either REQUEST or RETAIN and the type of report required.

57–4A. (Not used.)
(Paragraph not used.)

Section III
PROGRAM OPERATION

57–5. Initiation Procedures.
After completing the sign-on procedures described in Appendix B, the system prints the following message:

ENTER PROGRAM NAME, “LIST” OR “OFF”

The user enters RPTMCS and depresses the carriage return key. The program is now ready to communicate with the user.

57–6. Procedures.
Follow the procedures described below to execute RPTMCS and receive the required report.

Table 57–6
Procedures to execute RPTMCS and receive the required report

RPTMCS: THIS PROGRAM PROVIDES SUMMARY AND COMPARISON REPORTS FOR THE REQMCS FILE. REPORT FOR REQUEST (R), RETAIN (T) OR END (E)?
USER: Enter R, T, or E and depress the carriage return key.

RPTMCS: THE FIRST DATE ON THE REQMCS DISK FILE IS DD/MM/YY ENTER REPORT TYPE (1-4), INFORMATION (I), OR END (E):
USER:
1. Enter 1, 2, or 3 for the specific report required.
Proceed to 57–6a for type 1.
Proceed to 57–6b for type 2.
Proceed to 57–6c for type 3.
Proceed to 57–6d for type 4.
2. Enter I for information pertaining to the program and the report types it generates. Proceed to 57–6e.
3. Enter END to terminate the program.
4. Depress the carriage return key.

57-6a. If report type number 1 is entered, the program prints this prompt:

Table 57–6A
Prompt for report type number 1

RPTMCS:
USERID PROGRAM START END START END
GROUP # OR ALL DD/MM/YY DD/MM/YY HOUR HOUR
OR ALL
USER:

Table 57–6A
Prompt for report type number 1—Continued

1. Enter the user ID, group number, or ALL below the appropriate title.
2. Enter the name of the specific program or enter ALL for all programs below the appropriate title.
3. Enter the start and end dates below the appropriate titles, using the DD/MM/YY format and including slashes.
4. Enter the start and end hours below the appropriate titles.
5. Depress the carriage return key. The program proceeds to the next prompt.

RPTMCS: REPORT AT DETAIL (D) OR SUMMARY LEVEL (S) OR END (E)
USER:
1. Enter (D) for a detailed report.
2. The program will proceed to the next prompt.
3. Enter (S) for a summary report. Skip the next prompt.
4. Depress the carriage return key.

RPTMCS: SHOW TOTALS BY DAY (D), RANGE (R), BOTH (B) OR END (E)?
USER: Enter (D), (R) or (B).

1. Depress the carriage return key. The program will proceed to the next prompt.
2. If E is entered, the program will return to the previous prompt.

RPTMCS: INCLUDE USAGE COUNTERS (Y, N)?
USER: Enter Y or N and depress the carriage return key. The program will proceed to the next prompt.

RPTMCS: INCLUDE COST FIGURES (Y OR N)?
USER:
1. To include cost figures, enter Y and the program will proceed to the next prompt. If N is entered, the program will not display the report.
2. Depress the carriage return key.

RPTMCS:
ENTER:

CSU COST ($/CSU)	CONNECT COST ($/HOUR)	PRIME TIME (HOURS)
PRIME/NON-PRIME	PRIME/NON-PRIME	START/END

USER:
1. Enter the figures below the appropriate title. Depress the carriage return key.
2. If the user depresses the carriage return key without entering any cost figures, RPTMCS automatically uses the default values in table 57-1.
3. The program will display the report and return to the first prompt. See figure 57-1 through 57-6 for sample executions of report Type 1.

```
THIS PROGRAM PROVIDES SUMMARY AND COMPARISON REPORTS FOR THE REQMCS FILE.
REPORT FOR REQUEST (R), RETAIN (T) OR END?  R
ENTER REPORT TYPE (1-4), INFORMATION (I), OR END (E):  1

USERID     PROGRAM     START       END       START    END
GROUP #    OR ALL    DD/MM/YY   DD/MM/YY     HOUR    HOUR
OR ALL
UZK201     AARQST    31/1/83    31/5/83      4        8

REPORT AT DETAIL (D) OR SUMMARY (S) LEVEL OR END (E) D

SHOW TOTALS BY DAY (D), RANGE (R), BOTH (B) OR END (E)?R

INCLUDE USAGE COUNTERS (Y,N)?Y

INCLUDE COST FIGURES (Y OR N)?Y
ENTER:
   CSU COST        CONNECT COST       PRIME TIME
   ( $/CSU )        ( $/HOUR )         ( HOURS )
PRIME/NON-PRIME   PRIME/NON-PRIME     START/END

             REPORT DATE:  28/7/83.

     REPORT BASED ON THE FOLLOWING CRITERIA:

   CSU COST        CONNECT COST       PRIME TIME
   ( $/CSU )        ( $/HOUR )         ( HOURS )
PRIME/NON-PRIME   PRIME/NON-PRIME     START/END

0.16      0.08    10.00   5.00          9    20

  *** NOTE:  ALL COST FIGURES ARE NON-DISCOUNTED APPROXIMATIONS. ***

REPORT FOR THE AARQST   PROGRAM EXECUTED BETWEEN
 START           END         START          END
DD/MM/YY      DD/MM/YY       HOUR           HOUR
31/ 1/83      31/ 5/83         4              8
```

Figure 57–1. RPTMCS sample execution and REQUEST report type number 1. Detail and Range are the user's choices. Usage counters and cost figures are included

```
THIS PROGRAM PROVIDES SUMMARY AND COMPARISON REPORTS FOR THE REQMCS FILE.
REPORT FOR REQUEST (R), RETAIN (T) OR END?  R
ENTER REPORT TYPE (1-4), INFORMATION (I), OR END (E):  1

USERID     PROGRAM     START       END        START    END
GROUP #    OR ALL    DD/MM/YY   DD/MM/YY      HOUR    HOUR
OR ALL
UZK201     AARQST    31/05/83   31/05/83      4        8

REPORT AT DETAIL (D) OR SUMMARY (S) LEVEL OR END (E) D

SHOW TOTALS BY DAY (D), RANGE (R), BOTH (B) OR END (E)?D

INCLUDE USAGE COUNTERS (Y,N)?N

INCLUDE COST FIGURES (Y OR N)?N

REPORT FOR THE AARQST   PROGRAM EXECUTED BETWEEN
 START           END          START          END
DD/MM/YY      DD/MM/YY        HOUR           HOUR
31/ 5/83      31/ 5/83          4              8
```

Figure 57–2. RPTMCS sample execution and REQUEST report type number 1. Detail and Day are the user's choices. Usage counters and cost figures are not included

```
THIS PROGRAM PROVIDES SUMMARY AND COMPARISON REPORTS FOR THE REQMCS FILE.
REPORT FOR REQUEST (R), RETAIN (T) OR END?  R
ENTER REPORT TYPE (1-4), INFORMATION (I), OR END (E):  1

USERID     PROGRAM     START        END        START    END
GROUP #    OR ALL    DD/MM/YY   DD/MM/YY      HOUR     HOUR
OR ALL
UZK201     AARQST    31/01/83   31/05/83      4        8

REPORT AT DETAIL (D) OR SUMMARY (S) LEVEL OR END (E)  S

INCLUDE USAGE COUNTERS (Y,N)?Y

INCLUDE COST FIGURES (Y OR N)?Y
ENTER:
   CSU COST         CONNECT COST       PRIME TIME
   ( $/CSU )         ( $/HOUR )         ( HOURS )
PRIME/NON-PRIME   PRIME/NON-PRIME     START/END


             REPORT DATE:  28/ 7/83.

     REPORT BASED ON THE FOLLOWING CRITERIA:

   CSU COST         CONNECT COST       PRIME TIME
   ( $/CSU )         ( $/HOUR )         ( HOURS )
PRIME/NON-PRIME   PRIME/NON-PRIME     START/END

0.16      0.08    10.00   5.00          9    20

  *** NOTE:  ALL COST FIGURES ARE NON-DISCOUNTED APPROXIMATIONS. ***

REPORT FOR THE AARQST   PROGRAM EXECUTED BETWEEN
 START           END          START          END
DD/MM/YY      DD/MM/YY       HOUR           HOUR
31/ 1/83      31/ 5/83         4              8
```

Figure 57–3. RPTMCS sample execution and REQUEST report type number 1. The user's choice is Summary. Usage counters and cost figures are included

```
THIS PROGRAM PROVIDES SUMMARY AND COMPARISON REPORTS FOR THE REQMCS FILE.
REPORT FOR REQUEST (R), RETAIN (T) OR END?  R
ENTER REPORT TYPE (1-4), INFORMATION (I), OR END (E):  1

USERID     PROGRAM     START       END       START    END
GROUP #    OR ALL    DD/MM/YY   DD/MM/YY     HOUR    HOUR
OR ALL
UZK201     AARQST    31/05/83   31/05/83     4        8

REPORT AT DETAIL (D) OR SUMMARY (S) LEVEL OR END (E)D

SHOW TOTALS BY DAY (D), RANGE (R), BOTH (B), OR END (E)?B

INCLUDE USAGE COUNTERS (Y,N)?Y

INCLUDE COST FIGURES (Y OR N)?Y
ENTER:
   CSU COST        CONNECT COST       PRIME TIME
   ( $/CSU )        ( $/HOUR )         ( HOURS )
PRIME/NON-PRIME   PRIME/NON-PRIME     START/END


             REPORT DATE:  28/ 7/83.

     REPORT BASED ON THE FOLLOWING CRITERIA:

   CSU COST        CONNECT COST       PRIME TIME
   ( $/CSU )        ( $/HOUR )         ( HOURS )
PRIME/NON-PRIME   PRIME/NON-PRIME     START/END

0.16      0.08    10.00   5.00          9    20

  *** NOTE:  ALL COST FIGURES ARE NON-DISCOUNTED APPROXIMATIONS. ***

REPORT FOR THE AARQST   PROGRAM EXECUTED BETWEEN
 START           END          START          END
DD/MM/YY      DD/MM/YY       HOUR           HOUR
31/ 5/83      31/ 5/83         4              8
```

Figure 57–4. RPTMCS sample execution and REQUEST report type number 1. The user's choices are Detail and Both. Usage counters and cost figures are included.

```
THIS PROGRAM PROVIDES SUMMARY AND COMPARISON REPORTS FOR THE REQMCS FILE.
REPORT FOR REQUEST (R), RETAIN (T) OR END?  R
ENTER REPORT TYPE (1-4), INFORMATION (I), OR END (E):1

USERID     PROGRAM     START       END       START    END
GROUP #    OR ALL    DD/MM/YY   DD/MM/YY     HOUR    HOUR
OR ALL
UZK201     AARQST    31/05/83   31/05/83     4        8

REPORT AT DETAIL (D) OR SUMMARY (S) LEVEL OR END (E)D

SHOW TOTALS BY DAY (D), RANGE (R), BOTH (B), OR END (E)?R

INCLUDE USAGE COUNTERS (Y,N)?Y

INCLUDE COST FIGURES (Y OR N)?Y
ENTER:
   CSU COST          CONNECT COST        PRIME TIME
   ( $/CSU )          ( $/HOUR )          ( HOURS )
PRIME/NON-PRIME    PRIME/NON-PRIME      START/END


             REPORT DATE:  28/ 7/83.

     REPORT BASED ON THE FOLLOWING CRITERIA:

   CSU COST          CONNECT COST        PRIME TIME
   ( $/CSU )          ( $/HOUR )          ( HOURS )
PRIME/NON-PRIME    PRIME/NON-PRIME      START/END

0.16      0.08     10.00   5.00           9    20

  *** NOTE:  ALL COST FIGURES ARE NON-DISCOUNTED APPROXIMATIONS. ***

REPORT FOR THE AARQST   PROGRAM EXECUTED BETWEEN
 START           END          START          END
DD/MM/YY      DD/MM/YY       HOUR           HOUR
31/ 5/83      31/ 5/83         4              8
```

Figure 57–5. RPTMCS sample execution and REQUEST report type number 1. The user's choices are Detail and Range. Usage counters and cost figures are included

```
THIS PROGRAM PROVIDES SUMMARY AND COMPARISON REPORTS FOR THE REQMCS FILE.
REPORT FOR REQUEST (R), RETAIN (T) OR END?  R
ENTER REPORT TYPE (1-4), INFORMATION (I), OR END (E):1

USERID     PROGRAM     START       END        START    END
GROUP #    OR ALL    DD/MM/YY   DD/MM/YY      HOUR     HOUR
OR ALL
UZK201     AARQST    31/05/83   31/05/83      4        8

REPORT AT DETAIL (D) OR SUMMARY (S) LEVEL OR END (E)D

SHOW TOTALS BY DAY (D), RANGE (R), BOTH (B), OR END (E)?E

ENTER REPORT TYPE (1-4), INFORMATION (I), OR END (E):E
```

Figure 57–6. RPTMCS sample execution and REQUEST report type number 1. The user's choice is End.

57-6b. If report type number 2 is entered, the program prints this prompt:

Table 57–6B
Prompt for report type number 2

RPTMCS:
USERID OR GROUP / USERID 1 OR GROUP 1 / USERID 2 OR GROUP 2 / COMPARISON CRITERIA / START DATE DD/MM/YY / END DATE DD/MM/YY

USER:
1. Enter U or G below the first title.
2. Enter the user ID or group number required below each of the second and third titles for comparison purposes.
3. Enter the program name below COMPARISON CRITERIA.
4. Enter the start and end dates below their appropriate titles, using the DD/MM/YY format, including slashes.
5. Depress the carriage return key. The program will proceed to the next prompt.

RPTMCS: INCLUDE COST FIGURES (Y OR N)?
USER:
1. To include cast figures, enter Y and the program will proceed to the next prompt. If N is entered, the program will display the report using zeroes.
2. Depress the carriage return key.

RPTMCS:
ENTER:
CSU COST ($/CSU) PRIME/NON-PRIME / CONNECT COST ($/HOUR) PRIME/NON-PRIME / PRIME TIME (HOURS) START/END
USER:
1. Enter the figures below the appropriate title. Depress the carriage return key.
2. If the user depresses the carriage return key without entering any cost figures, RPTMCS automatically uses the default values in table 57-1.
3. The program will display the report and return to the first prompt. See figure 57-7 for a sample execution of report Type 2.

```
THIS PROGRAM PROVIDES SUMMARY AND COMPARISON
REPORTS FOR THE REQMCS FILE.

REPORT FOR REQUEST (R), RETAIN (T) OR END (E)?  R
ENTER REPORT TYPE (1-4), INFORMATION (I), OR END (E):  2

USER      USERID 1    USERID 2    COMPARISON     START        END
 OR         OR          OR         CRITERIA      DATE         DATE
GROUP   / GROUP 1  /  GROUP 2 /            /  DD/MM/YY  / DD/MM/YY
U         UZKXXX      UZKYYY      AARQST       2/2/83      5/2/83

INCLUDE COST FIGURES (Y OR N)? N
       REPORT DATE:  21/ 3/83
    SYSTEM RESORCE COMPARISION BETWEEN
              USERS
         UZKXXX / UZKYYY
  REPORT FOR AARQST   EXECUTED BETWEEN
          START       END
        DD/MM/YY   DD/MM/YY
         2/ 2/83    5/ 2/83

USER    /    % CSU+ARU     /% SIO /   % CONNECT      /  % V-  /%VM   /   TOTAL
 ID     /  *    / COST     /     /   HOURS / COST    /  TIME  / SIZE  /   COST
UZKXXX      447                 1448     0:35              9144   1500K
UZKYYY      211                  482     0:20              4138   1500K
-----------------------------------------------------------------------------
        122.85              300.41   175.00            220.25  100.00

ENTER REPORT TYPE (1-4), INFORMATION (I), OR END (E): E
```

Figure 57–7. RPTMCS sample execution and REQUEST report type number two

57-6c. If report type number 3 is entered, the program displays this prompt:

Table 57–6C
Prompt for report type number 3

RPTMCS:

PROGRAM NAME OR END	START DD/MM/YY OR ALL	END DD/MM/YY

USER:

1. Enter the specific program name required, or END to terminate the program.
2. Enter the start date, using the DD/MM/YY format, including slashes, or ALL for all dates.
3. Enter the end date, using the DD/MM/YY format including slashes.
4. Depress the carriage return key. The program will proceed to the next prompt.

RPTMCS: INCLUDE COST FIGURES (Y OR N)?

USER:

1. To include cost figures, enter Y and the program will proceed to the next prompt. If N is entered, the program will not display the report.
2. Depress the carriage return key.

Table 57–6C
Prompt for report type number 3—Continued

RPTMCS: ENTER:

CSU COST ($/CSU)	CONNECT COST ($/HOUR)	PRIME TIME (HOURS)
PRIME/NON-PRIME	PRIME/NON-PRIME	START/END

USER:

1. Enter the figures below the appropriate title. Depress the carriage return key.
2. If the user depresses the carriage return key without entering any cost figures, RPTMCS automatically uses the default values in table 57-1.
3. The program will display the report and return to the first prompt. See figure 57-8 far a sample execution of report type 3.

```
THIS PROGRAM PROVIDES SUMMARY AND COMPARISON
REPORTS FOR THE REQMCS FILE.

REPORT FOR REQUEST (R), RETAIN (R) OR END (E)?  R
ENTER REPORT TYPE (1-4), INFORMATION (I), OR END (E):  3

PROGRAM NAME      START       END
OR END            DD/MM/YY    DD/MM/YY
                  OR ALL
UNSOLD            2/2/83       5/2/83

INCLUDE COST FIGURES (Y OR N)? Y
ENTER :
   CSU COST       CONNECT COST    PRIME TIME
  ( $/CSU )        ( $/HOUR )     ( HOURS )
PRIME/NON-PRIME PRIME/NON-PRIME  START/ END

 .16     .08     10.    5.      8      18

          REPORT DATE:  21/ 3/83

 REPORT BASED ON THE FOLLOWING CRITERIA:

   CSU COST       CONNECT COST    PRIME TIME
  ( $/CSU )        ( $/HOUR )     ( HOURS )
PRIME/NON-PRIME PRIME/NON-PRIME  START/ END

0.16    0.08     10.00  5.00       8     18

 *** NOTE:   ALL COST FIGURES ARE NON-DISCOUNTED APPRXIMATONS.  ***

REPORT FOR ALL UNSOLD   PROGRAM EXECUTIONS FOR  2/ 2/83 THROUGH  5/ 2/83.
```

Figure 57–8A. RPTMCS sample execution and REQUEST report type three

HR	NO OF RUNS	CSU *	ARU COST	SIO	CONNECT HOURS	COST	VTIME	VM SIZE	TOTAL COSTS
3	1	4	0.32	106	0: 1	0:09 :	87	1500K	0.41
6	8	140	11.20	848	0:28	2:35 :	2062	1500K	13.55
7	12	183	14.64	1272	0:39	3:32 :	2622	1500K	17.96
8	26	529	84.64	2756	1:35	15.85 :	9292	1500K	100.49
9	23	1046	167.36	2438	2:30	25.05 :	17057	1500K	192.41
10	9	156	24.96	954	0:31	5.19 :	2134	1500K	30.15
11	5	120	19.20	530	0:21	3.64 :	1941	1500K	22.84
12	3	16	2.56	318	0: 4	0.81 :	303	1500K	3.37
13	5	61	9.76	530	0:15	2.63 :	856	1500K	12.39
14	8	92	14.72	848	0:24	3.84 :	1163	1500K	18.56
15	9	93	14.88	954	0:23	3.77 :	1169	1500K	18.65
16	36	511	81.76	3816	2:10	21.53 :	6766	1500K	103.29
17	74	956	152.96	7844	3:49	37.92 :	14012	1500K	190.88
18	86	1197	191.52	9116	4:34	45.03 :	17024	1500K	236.55
19	35	480	38.40	3710	1:46	9.08 :	6683	1500K	47.48
20	17	222	17.76	1802	0:51	3.97 :	3139	1500K	21.73
21	15	216	17.28	1590	0:53	4.36 :	2954	1500K	21.64
22	14	158	12.64	1484	0:37	3.27 :	2208	1500K	15.91
	386	6180	876.56	40916	21:51	191.70 :	91472	1500K	1068.26

ENTER REPORT TYPE (1-4), INFORMATION (I), OR END (E): END

Figure 57–8B. RPTMCS sample execution and REQUEST report type three - Continued

57-6d. If report type number 4 is entered, RPTMCS prints this prompt:

Table 57–6D
Prompt for report type number 4

RPTMCS:
USERID PROGRAM START END
GROUP # OR ALL MM/YY MM/YY
OR ALL

USER: Enter the required information under the corresponding headings and depress the carriage return key.

RPTMCS: INCLUDE USAGE COUNTERS (Y) OR (N)?

USER: Enter Y or N and depress the carriage return key. The program will display the report and return to the first prompt. See figure 57-9 for a sample execution of report type 4.

```
THIS PROGRAM PROVIDES SUMMARY AND COMPARISON
REPORTS FOR THE REQMCS FILE.

REPORT FOR REQUEST (R), RETAIN (T) OR END (E)?  R

THE FIRST DATE ON THE REQMCS DISK FILE IS DD/MM/YY

ENTER REPORT TYPE (1-4), INFORMATION (I), OR END (E):  4

USERID     PROGRAM     START       END
GROUP #    OR ALL      MM/YY      MM/YY
OR ALL
UZKXXX       ALL        1/83       2/83

INCLUDE USAGE COUNTERS (Y) OR (N)?  N

REPORT FOR ALL PROGRAMS EXECUTED BETWEEN
 START          END
 MM/YY         MM/YY
  1/83          2/83

     *** REPORT FOR USERID UZKXXX***
MOUNT OF TAPE W68682 AS 181 IN PROGRESS
MOUNT OF TAPE W68682 AS 181 IN PROGRESS
MOUNT OF TAPE W68682 AS 181 COMPLETED
NO MOUNT REQUEST FOUND FOR 181

DATE:  JAN 83

REPORT FOR:  UZKXXX

                                                                  /AVG. /
NO OF/PROGRAM /   CSU & ARU  /  SIO   /    CONNECT   / VTIME  / VM  / TOTAL
RUNS /        /   #   / COST /       / HOURS  / COST /        /SIZE / COST
    3 AABILD         1     16     138        1      0      119 1500K      16
      CNTR1 =     0     CNTR2 =     0     CNTR3 =     0     CNTR4 =     0
    1 AARQST         0      0      46        0      0       38 1500K       0
      CNTR1 =     0     CNTR2 =     0     CNTR3 =     0     CNTR4 =     0
    1 KWIKSALE       5     80     144        1      0       92 1500K      80
    1 RPSALE         0      0      46        0      0       39 1500K       0
    1 ZLOG           1     16      53        1      0       48 1500K      16
```

Figure 57–9A. RPTMCS sample execution and REQUEST report type four

```
DATE:  FEB 83

REPORT FOR:  UZKXXX

                                                                  /AVG. /
NO OF/PROGRAM /   CSU & ARU  /  SIO   /    CONNECT   / VTIME  / VM  / TOTAL
RUNS /        /   #   / COST /       / HOURS  / COST /        /SIZE / COST
   11 AABILD      1133    103    2988      244     21    12135 1500K     124
      CNTR1  =   0    CNTR2 =     0     CNTR3 =     0     CNTR4 =     0
   21 ARCNCL      478     41    1167      302     10     4398 1500K      51
  231 ARRQST    40840   6123   42125     4855    822   714254 1500K    6945
      CNTR1  =   0    CNTR2 =     0     CNTR3 =     0     CNTR4 =     0
   11 GENCCN      254     40    1447       55      0     3454 1500K      40
   21 KWIKSALE    148     14     104       22     10     1905 1500K      24
   11 NGBILD      214     41    1287       87     10     1123 1500K      51
      CNTR1  =   0    CNTR2 =     0     CNTR3 =     0     CNTR4 =     0
```

Figure 57–9B. RPTMCS sample execution and REQUEST report type four - Continued

57-6e. If I is entered, the program prints information pertaining to the program and the types of reports generated. The program displays the report and returns to the first prompt. See figure 57-10.

```
THIS PROGRAM PROVIDES SUMMARY AND COMPARISON
REPORTS FOR THE REQMCS FILE.

REPORT FOR REQUEST (R), RETAIN (T) OR END (E)? T

ENTER REPORT TYPE (1-4), INFORMATION (I), OR END (E): I

RPTMCS INFORMATION:

     RPTMCS PROVIDES SUMMARY AND COMPARISON REPORTS FOR THE REQMCS FILE.
REPORTS MAY BE PRODUCED USING EITHER REQUEST OR RETAIN INFORMATION.  THE USER
GROUPS THAT ARE USED BY RPTMCS ARE DEFINED IN THE REQUEST DRVMAP PROGRAM OR
THE RETAIN DRVMAP PROGRAM, DEPENDING ON THE REPORT REQUESTED.  THE COMPARISON
REPORT ( REPORT TYPE 2 ), ALLOWS THE USER TO COMPARE EITHER SYSTEM RESOURCE
USAGE (BY ENTERING 'SYS') OR A PARTICULAR PROGRAM'S USAGE (BY ENTERING THE
PROGRAM NAME OR INTEREST) BETWEEN 2 USERS OR 2 USER GROUPS.
     RPTMCS PROVIDES THE FOLLOWING REPORT TYPES:

1)  REPORTS INDIVIDUAL PROGRAM EXECUTIONS FOR A SPECIFIC PROGRAM OR FOR ALL
    PROGRAMS FOR ONE USER, ONE USER GROUP OR ALL USERS.  THE REPORT WILL
    DISPLAY DAILY TOTALS, CUMMULATIVE TOTALS OR BOTH.  THE REPORT ALSO PERMITS
    THE USER TO AKS FOR A REPORT OF PROGRAMS RUN DURING A CERTAIN HOUR RANGE.
    IF NO HOUR RANGE IS SPECIFIED, THE HOUR RANGE DEFAULTS TO 1 TO 24.

    A.  THE USER CAN SPECIFY A DETAILED REPORT OR A SUMMARY REPORT.  THE USER
        MAY CHOOSE THE DESIRED REPORT BY ANSWERING THE FOLLOWING PROMPT:

        REPORT AT DETAIL (D) OR SUMMARY(S) LEVEL OR END (E).

                    .          .          .
                    .          .          .
                    .          .          .

    B.  IF DETAILED REPORTING IS INDICATED, THE USER MUST SPECIFY THE TYPE OF
        TOTALS TO BE REPORTED BY ANSWERING THE FOLLOWING PROMPT:

        SHOW TOTALS BY DAY (D), RANGE (R), BOTH (B), OR END (E).

                    .          .          .
                    .          .          .
                    .          .          .

2)  COMPARISON OF PROGRAM USAGE OR SYSTEM RESOURCE USAGE BETWEEN 2 USERS OR 2
    USER GROUPS.

3)  NUMBER OF PROGRAM EXECUTIONS FOR THE ENTIRE SYSTEM FOR AN INDIVIDUAL
    PROGRAM BY HOUR OF DAY.
```

Figure 57–10A. RPTMCS sample information report far both REQUEST and RETAIN

```
4)  THIS REPORT TYPE IS USED TO REPORT INFORMATION FROM THE REQMCS HISTORY
    TAPES.  IT REPORTS INDIVIDUAL PROGRAM EXECUTIONS FOR A SPECIFIC PROGRAM OR
    FOR ALL PROGRAMS FOR ONE USER, ONE USER GROUP, OR ALL USERS FOR A MONTH OR
    A RANGE OF MONTHS.  THE REPORT DISPLAYS CUMULATIVE TOTALS AND AVERAGES.

                    .           .           .
                    .           .           .
                    .           .           .

        RPTMCS REPORTS THE FOLLOWING FIELDS:
    CSI +  -- THE TOTAL COMPUTER SERVICE UNITS (CSU) AND
    ARU             APPLICATION RESOURCE UNITS (ARU) EXPENDED

    SIO    -- THE TOTAL NUMBER OF START IO'S EXPENDED

    CONNECT-- THE TOTAL CONNECT TIME ELAPSED IN SECONDS
     TIME

    VM SIZE-- THE VIRTUAL MACHINE SIZE ALLOCATED

    COST   -- THE COST FIGURES ARE CALCULATED BASED ON THE RESPONSES FROM THE
 COST PROMPTS.  THE PRIME AND NON-PRIME TIME FIGURES ARE USED TO APPROXIMATE
 THE ACTUAL TIME PERIOD WHEN THE PROGRAM WAS EXECUTED.  THE COST FIGURES ARE AN
 OPTIONAL FEATURE IN THE RPTMCS PROGRAM.  IF THESE ARE NOT INCLUDED, THE
 APPROPRIATE COLUMNS IN THE REPORT WILL BE BLANK.  ( NOTE : THE COST FIGURES
 ARE APPROXIMATE FIGURES )

ENTER REPORT TYPE (1-4), INFORMATION (I), OR END (E): E
```

Figure 57–10B. RPTMCS sample information report far both REQUEST and RETAIN - Continued

Section IV
OUTPUT DESCRIPTION

57–7. Output.

RPTMCS provides the user with the data described in table 57-2 below.

Table 57–2
RPTMCS output description

Field Name	Field Label	Content Description
The number of times a program was run	NO OF RUNS	The number of times a program was run.
Computer service units and application resource units	CSU & ARU # / COST	THe number of computer service units and the cost of the application resource units expended.
SIOs expended	SIO	The total connect time elapsed in seconds and the cost thereof.
Virtual time	VTIME	The virtual time expended and reported in milliseconds.
Virtual time	VTIME	The virtual time expended and reported in milliseconds.
Virtual machine size	VM SIZE	The virtual machine size allocated.
Total cost	TOTAL COST	The approximate total cost for all categories charged.
The average number of units expended per specified program per day	*AVGS* PER RUN	The average number of units expended per specified program per day.
The user's ID	USER ID	The user's ID.

Table 57–2
RPTMCS output description—Continued

Field Name	Field Label	Content Description
The percentage of the comparison between user/group 1 and user/group 2 for CSU+ARU	% CSU+AUR # / COST	The percentage of the comparison between user/group 1 and user/group 2 for CSU+ARU.
The percentage of the comparison between user/group 1 and user/group 2 for SIOs	% SIO	The percentage of the comparison between user/group 1 and user/group 2 for SIOs.
The percentage of the comparison between user/group 1 and user/group 2 for total CONNECT time (hours and cost)	% CONNECT HOURS/ COST	The percentage of the comparison between user/group 1 and user/group 2 for total CONNECT time (hours and cost).
The percentage of the comparison between user/group 1 and user/group 2 for V Time	% V - TIME	The percentage of the comparison between user/group 1 and user/group 2 for V Time.
The percentage of the comparison between user/group 1 and user/group 2 for VM size	% VM SIZE	The percentage of the comparison between user/group 1 and user/group 2 for VM size.
Computer service units costs charge for prime and non-prime times	CSU COST ($/CSU PRIME/NON-PRIME	Computer service units costs charge for prime and non-prime times.
The start and end hours of the prime time expended	PRIME TIME (HOURS) START/END	The start and end hours of the prime time expended.
The average for all users of the number of units expended per specified program per day	*AVGS*	The average for all users of the number of units expended per specified program per day.

57–7A. (Not used.)

(Paragraph not used.)

Section V
ERROR MESSAGES AND CORRECTION PROCEDURES

57–8. System Errors.

The following is a representative list of possible system errors. If any such error messages appear, call the KEYSTONE Branch immediately.

1. Any message which contains one of the following phrases:
   XXXX FILE NOT INCREMENTED
   XXXX FILE NOT DECREMENTED
   XXXX FILE NOT UPDATED
2. Any message which contains one of the following phrases:
   COUNTERS WOULD BECOME NEGATIVE
   UNSUCCESSFUL UPDATE OF XXXXX
   RESERVATIONS WOULD BECOME NEGATIVE
3. **** TRACE BACK ****
   ENTRY POINT ENTRY ADDRESS RETURN ADDRESS
   XXXXXXXX ZZZZZZZZ ZZZZZZZZ
4. ERROR: ON LUN=XXXXXX
   VSAM ERROR RETURN CODE=XXXXXX
   ACTION CODE=XXX
   KEYS (IN HEX)=ZZZZZZZZ, ZZZZZZZZ
   RECORD TYPE=XXX
   SPARE VARIABLE X=XXXXXX
   CALL KEYSTONE BRANCH
5. SYSTEM ERROR : INVALID XXXXX IN XXXX
   : ILLEGAL XXXXXX
   : OCCURRED IN XXX WHEN CALLING XXXX
   : IN XXXXXX WHEN RUNNING XXXXX
   : RETURNED BY XXXX

: ERROR IN XXXX
: XXXX NOT FOUND
: RECORD DESCRIPTOR HAS XXXXXXX RETURN CODE IS XX
PLEASE CALL KEYSTONE BRANCH

6. ERROR: READING XXXXX
: INVALID XXXX INDICATOR IN SUBROUTINE XX
: XXX NOT FOUND ON XXXX FILE
: XXXXX ERROR-SUBROUTINE XXXXXX
: SIOXX-FOR KEY XXXXXX AND ACTION XXXX NUMREC=XXXXXXXX
: ILLEGAL XXXX PASSED TO XXXXXX
: BAD XXXX IN XXXXXX
: IN XXXXX - XXXXXX
: CANNOT FIND XXXX ON XXXXXX
7. FATAL ERROR - XXXXXX
8. SIOXX ERROR: XXXXXX
9. INVALID XXXXX IN SIOXX
10. INVALID VALUE FOR XXXXX IN XXXXXX
11. BAD RETURN FROM XXXX IN XXXXXX
12. PROBLEM WITH XXXX XXXX RECORD
VALIDATING XXXXXX IN XXXXXX
READING XXXXXXX
IN XXXXXX
13. UNABLE TO GET DATA FROM XXXXXX
VALIDATE XXXX - XXXXXX
DECODE XX TYPE XXXXXX
14. VSAM ERROR=XXXX ON LUN XXX
15. VMCF ERROR=XXXXXX FOR LUN XXX
16. NO SINK AVAILABLE FOR LUN XXX
17. KEY/RECORD DISAGREE, KEY=XXXXXX RECORD: XXXXX
18. FACTOR XXXXXX NOT IN DATA DICTIONARY (XXXX)
19. LOGIC ERROR: XXXXXX XXXXX
20. XXXXX IS OUT OF RANGE XXXX IS AN INVALID XXXXX FOR COMPONENT (XXXX)
21. THIS OPTION NOT AVAILABLE AT THIS TIME
ACTION IS XXXX
22. NO XXXXXX FOUND IN XXXXX
23. XXXXXX RECEIVED BY XXXX IS INCORRECT
24. $CTS ERROR IN XXXX ROUTINE

57–9. Operation Errors

The following list contains possible operation error messages and the corrective action to be taken for each.

Table 57–9A
List of possible operation error messages and the corrective action to be taken for each

MESSAGE: THE PROGRAM NAME ENTERED IS INVALID. RE-ENTER. **ACTION:** Re-enter a valid program name.
MESSAGE: DATE ENTERED FOR START DATE IS NOT VALID. PLEASE RE-ENTER. **ACTION:** Date entered is invalid. Re-enter a valid date.
MESSAGE: INVALID GROUP # ENTERED. PLEASE RE-ENTER DATA. **ACTION:** Group number entered is invalid. Re-enter a valid group number.
MESSAGE: THE REPORT TYPE YOU REQUESTED AND THE USERID ENTERED DO NOT MATCH. PLEASE RE-ENTER DATA. **ACTION:** The user entered non-matching data. Re-enter a matching report type with a user ID.

Chapter 58
RPCANCEL PROGRAM

Section I
PROGRAM SUMMARY

58–1. Purpose.

The RPCANCEL program enables the user to cancel an applicant's training reservation. Reservations must be cancelled immediately upon learning that an applicant will be unable to occupy the reserved training seat. Cancelling a reservation includes the cancellation of the applicant's advanced individual training (AIT) seat and BT/BCT class space. Cancellation of a reservation provides availability to another applicant. When a training reservation is cancelled, the appropriate counters in the Quota, Recruit, and Cancellation files are adjusted accordingly.

58–2. Applicability.

The RPCANCEL program is accessed by the following user groups:

a. FORSCOM/CONUSAs
b. ARCOM
c. USAREC
d. KEYSTONE Branch
e. GC/DRC
f. RRC
g. OCAR
h. RCPAC
i. Accession Management Branch

Section II
INPUT REQUIREMENTS

58–3. Data Items.

RPCANCEL requires the user to enter the items described below in table 58-1.

Table 58–1
RPCANCEL input data items

Field Name	Field Label	Valid Values
Location identification code	LOCID	The code for the location where the reservation was made. This entry is not required of field users.
Soscial security number	SEL #	The nine-digit social securtiy number entered without spaces or dashes.
Selection number	SEL #	Tje se;ectopm mi,ber assogmed tp tje recprd tp be cancelled. Normally, only split reservations will have two selections.
Cancellation reason code	REASON CODE NUMBER	The code that explains the reason for cancelling a reservation. CODE REASON 1 Declined enlistment 2 Police record 3 Medical disqualification 4 Joined other component 5 Changed MOS 6 Change of start date 7 Fraudulent enlistment 8 Double allocation 9 TRADOC discharge 10 Unqualified 11 No show 12 Other reason (this requires an entry under remarks) 13 Conflict with civilian employment

58–3A. (Not used.)

(Paragraph not used.)

Section III
PROGRAM OPERATION

58–4. Initiation Procedures.

After completing the sign-on procedures described in Appendix B, the system prints the following message:

ENTER PROGRAM NAME, “LIST” OR “OFF”

The user enters RPCANCEL and depresses the carriage return key. The program is now ready to communicate with the user.

RPCANCEL: ENTER LOCID (this prompt will not be seen by Army Reserve field users).
USER:
1. Enter the location identification code of the location where the reservation was made.
2. Depress the carriage return key.

58–5. Procedures.

Follow the procedures described below to cancel a training reservation. See figure 58-1 for a sample execution.

Table 58–5
Procedures to cancel a training reservation

RPCANCEL: ARMY RESERVE CANCELLATION ROUTINE
ENTER SOC SEC NO OR END?
USER:
1. Enter the applicant’s nine-digit social security number without spaces or dashes.
2. Enter END to terminate the program.
3. Depress the carriage return key.

RPCANCEL: Prints a portion of each record which exists for the specified SSN.
CANCELLATION (YES, NO)?
USER:
1. Enter Y to make the cancellation and see the next prompt.
2. Enter N if the cancellation is not desired. This returns the user to the beginning of the program.
3. Depress the carriage return key.

RPCANCEL: ENTER SELECTION # TO BE CANCELLED
USER:
1. Enter the applicant’s selection number (SEL #) as listed by the program.
2. Depress the carriage return key.

RPCANCEL: SHOW CANCELLATION CODES AND DESCRIPTIONS (Y OR N)
USER:
1. Enter Y to obtain a list of cancellation codes and descriptions. See table 58-1 or figure 58-1 for the list.
2. Enter N if the list is not required.
3. Depress the carriage return key.

RPCANCEL: Prints a list of cancellation codes and descriptions if Y is entered. For either Y or N, the program prints the following message:
ENTER REASON CODE NUMBER
/ /
USER:
1. Enter a valid reason code. Code 12 requires a remark.
2. Depress the carriage return key.

RPCANCEL: YOU PICKED
(reason code) (reason definition)
OK? (Y or N)
USER:

Table 58–5
Procedures to cancel a training reservation—Continued

1. Enter Y to confirm the cancellation code and reason. Skip the next prompt for all codes except 12-OTHERS.
2. Enter N to return to the ENTER REASON CODE prompt above.
3. Depress the carriage return key.

RPCANCEL: REMARKS /

USER:
1. Enter the reason for the cancellation.
2. Depress the carriage return key.

RPCANCEL: CANCELLATION SUCCESSFUL
CANCEL ANOTHER SELECTION (YES, NO)?

This prompt does not appear if there is only one record on file with the specified social security number. The user is returned to the initial prompt.

USER:
1. Enter Y to cancel another selection number.
2. Enter N to return to the beginning of the program.
3. Depress the carriage return key.

RPCANCEL: ENTER SELECTION # TO BE CANCELLED

USER:
1. Enter another selection number (SEL#), and follow the procedures from the same prompt above.
2. Depress the carriage return key.

```
ENTER LOCID:10

ARMY RESERVE CANCELLATION ROUTINE.

ENTER SOC SEC NO OR END?
021021021

                PERSONNEL DATA-PRIVACY ACT OF 1974 (5 USC 552A)

SEL  #  1
 SOC  SEC#  / NAME                        / SX / MOS  / RECEPT    / REC ID    /
 21021021     JONES, ALBEN                   M  71L1    03/01/83    987654321

SEL  #  2
 SOC  SEC#  / NAME                        / SX / MOS  / RECEPT    / REC ID    /
 21021021     JONES, ALBEN                   M  71L1    01/08/83    987654321

CANCELLATION (YES,NO)?
Y

ENTER SELECTION # TO BE CANCELLED?
2
SHOW CANCELLATION CODES AND DESCRIPTIONS (Y OR N)Y
 1  DECLINED ENL
 2  POLICE RECORD
 3  MEDICAL DISQUAL
 4  JOINED OTHR COMP
 5  CHANGED MOS
 6  CHANGE STARTDATE
 7  FRAUDULENT ENL
 8  DOUBLE ALLOCATN
 9  TRADOC DISCHARG
10  UNQUALIFIED
11  NO SHOW
12  OTHER REASONS
13  CONFLCT CIV EMP
ENTER REASON CODE NUMBER
/    /
  12
YOU PICKED
12     OTHER REASONS
O.K.?    (Y OR N)
Y
REMARKS
TEST CANCELLATION
CANCELLATION SUCCESSFUL.

CANCEL ANOTHER SELECTION (YES,NO)?
N

ENTER SOC SEC NO OR END?
E
```

Figure 58–1. RPCANCEL sample cancellation

Section IV
OUTPUT DESCRIPTION

58–6. Output.
RPCANCEL provides no output other than that described in Section III.

58–6A. (Not used.)
(Paragraph not used.)

Section V
ERROR MESSAGES AND CORRECTION PROCEDURES

58–7. System Errors.
The following is a representative list of possible system errors. If any of these error messages appear, call the KEYSTONE Branch immediately.

1. ERROR ON LUN=XXXXXX
   VSAM ERROR RETURN CODE=XXXXXX
   ACTION CODE=XXX
   KEYS (IN HEX)=ZZZZZZZZ, ZZZZZZZZ
   RECORD TYPE=XXX
   SPARE VARIABLE=XXXXXX
   CALL REQUEST OFFICE
2. VSAM, ERROR=XXXX ON LUN XXX
3. VMCF ERROR=XXXXXXX FOR LUN XXX
4. NO SINK AVAILABLE FOR LUN XXX
5. **** TRACE BACK ****
   ENTRY POINT ENTRY ADDRESS RETURN ADDRESS
   XXXX XXX ZZZZZZZZ ZZZZZZZZ
6. DATA FROM RECRUIT (OR RESERVE) RECORD UNOBTAINABLE.
7. PRIMARY (OR SECONDARY) ACCESSION CHARACTERISTIC ABBREVIATION CANNOT BE FOUND.
8. RESERVATION COUNTER WOULD HAVE GONE NEGATIVE, THEREFORE RESERVATION
   COUNTER WAS NOT DECREMENTED FOR PRIMAR ACCESSION _____ AND
   SECONDARY ACCESSION _____ FOR LOCID XXXX AND SSN XXXXXXXXX
9. BCT FILE NOT UPDATED FOR TYPE: XX
   DATE XXXXX
   RESERVATIONS WOULD BECOME NEGATIVE, PLEASE CALL KEYSTONE BRANCH.
10. IDIM-BINARY-INVALID DIMENSION IN BINARY SEARCH.
11. BAD CALL TO PUTVAL IN CANREQ
12. ERROR : LINE LENGTH IS GREATER THAN 80 IN
    SUBROUTINE EXTRACT. CALL REQUEST OFFICE
13. SYSTEM ERROR: INVALID NUMBER OF FACTORS
    PASSED TO GENFIO
    PLEASE CALL REQUEST OFFICE
    THE INVALID NUMBER OF FACTORS IS XXXX
14. SYSTEM ERROR: FACTOR NUMBER XXXX IS NOT IN THE RECORD DESCRIPTION
    ARRAY OR THE ARRAY IS NOT SORTED. PLEASE CALL THE REQUEST OFFICE.
15. SYSTEM ERROR: RECORD DESCRIPTOR RECORD HAS IMPROPER START BIT OR LENGTH IN BITS
    CALL REQUEST OFFICE
    START BIT=XX
    LENGTH IN BITS=XX
    FACTOR NUMBER=XXXX
16. INVALID ACTION CODE IN XXXXXX, ACTION: XX
17. AIT RECORD (OR SSN) NOT ON HASH FILE
18. CANNOT CANCEL - BT (OR AIT) RESERVATION EXISTS ON ANOTHER LOCID CALL
    REQUEST OFFICE.
19. ERRORS COMMON OVERFLOWED (LODERR)
20. SYSTEM ERROR: NISRCH HAS TAKEN AN ALTERNATE EXIT. NISRCH WAS CALLED

WITH START POSITION XXXX AND NUMBER OF CHARACTERS XXXX PLEASE CALL REQUEST OFFICE
(this message will be followed by messages number 21 and 5)

21. A SYSTEM ERROR HAS BEEN DETECTED IN SUBROUTINE PARS1.
    THE FIELD BEING PROCESSED IS: _____
    THE START POSITION OF THE FIELD IN THE STRING IS XXXX.
    THE END POSITION OF THE FIELD IN THE STRING XX.
    PLEASE CALL REQUEST OFFICE
    (This message will be followed by message number 5).
22. ERROR IN SIOXX TYPE
23. ERROR IN COUNT AND VALUE ARGUMENTS IN SIO XX
24. INVALID UPDATE COUNTERS
    SIO XX − UPDATE=_____.
25. INVALID RECTYP FOR READ-MANY FUNCTION
26. INVALID ACTION ARGUMENT=XX
27. READMANY IN SIOXX ONLY ALLOWED FOR TYPES X, X.
28. ERROR IN _____ _____ CALLING SIOXX.
29. INVALID _____ IN SIOXX.
30. ERROR - SIO XX - FORKEY XXXXXXXX, ZZZZZZZZZ
    AND ACTION XXXX NUMREC=XXXXX
31. THIS ACTION NOT AVAILABLE AT THIS TIME
    ACTION IS ZZZZZZZZ
    (This message will be followed by message number 5)
32. KEY/RECORD DISAGREE, KEY=ZZZZZZZZZZ
    RECOR: ZZZZZZZZZ
33. ERROR: ILLEGAL _____ _____ PASSED TO SIOXX.
34. ERROR: INVALID _____ OR _____ FOR _____, SIOXX.
35. ERROR: INVALID TRANSLATION TABLE ENTRY POINTER FOR FACTOR XXXXX
    SUBROUTINE XXXXX.
36. ERROR: NO-INTEGER USERID-USERGET
37. VSAM ERR, RSRVD REC -UVRSCN.
38. RECRUIT FILE RDR READ ERROR.
39. ERROR - REP ACTIVITY FILE NOT UPDATED FOR (SOC. SEC. NO.)
    RESERVATIONS WOULD BECOME NEGATIVE
    PLEASE CALL KEYSTONE BRANCH

58–8. Information Messages.

The following are information messages which may appear during the execution of RPCANCEL. There is no corrective active required by the user other than to notify the KEYSTONE Branch of any messages concerning files not updated, decremented or in error. The program processing continues.

1. NO RECORD FOUND FOR THIS SOC. SEC. NO.
2. SELECTION # XX ALREADY CANCELLED
3. THIS IS A VERIFIED ACCESSION
   TO COMPLETE THIS CANCELLATION, YOU MUST CALL USAREC OP AT: 459-3763 OR 459-3764
4. UNRESERVED RECORD ALREADY EXISTS:
   XXXXXXXX (CONTRL)
5. UNIT VACANCY RECORD FOR XXXXXXX (UIC code)
   XXXXXXX (CONTRL) DD/MM/YY NOT FOUND.
   UVL FILE NOT UPDATED.
6. RECRUIT RECORD NOT FOUND ON RECRUIT FILE.
7. RECSTA OR CLASS RECSTA=0. NO UPDATES MADE TO QUOTA FILE.
8. BATDAT NOT WITHIN RANGE - FILE NOT DECREMENTED
9. BAT FILE NOT DECREMENTED - WOULD BECOME NEGATIVE
10. FISCAL YEAR NOT ON ANNUAL FILE - FILE NOT UPDATED
11. ACTIVITY RECORD NOT FOUND
12. DATE OF RESERVATION XX/XX/XX IS NOT IN CURRENT OR LAST FISCAL YEAR
13. ACTIVITY FILE NOT UPDATED FOR LOCID XXXX - RECORD NOT FOUND
14. CLASS NOT FOUND ON QUOTA FILE
15. BCT FILE NOT UPDATED; ERROR IN DATE

16. BCT FILE NOT UPDATE - ERROR BCT LOC CODE BCTUPD
17. WRONG BCT LOCATION NAME
18. ERROR TRAINING TYPE - QUOTA FILE CANNOT BE UPDATED
19. QUOTA FILE NOT DECREMENTED - RESERVATIONS WOULD BECOME NEGATIVE
    PLEASE CALL REQUEST/RETAIN OFFICE
20. RECORD WITH KEY=_____
    NOT FOUND ON QUOTA FILE
21. WEEKLY LIMIT RECORD ON QUOTA FILE NOT DECREMENTED RESERVATIONS WOULD
    BECOME NEGATIVE. PLEASE CALL REQUEST OFFICE.
22. WEEKLY LIMIT RECORD NOT FOUND ON QUOTA FILE
23. QUOTA FILE UPDATE ERROR FOR SSN: XXXXXXXXX

58–9. Operation Errors.

The following list contains possible operation error messages and the corrective action to be taken for each.

Table 58–9A
Possible operation error messages

MESSAGE: INVALID USER.
ACTION: The program automatically terminates. No action possible.

MESSAGE: SOC SEC NO IS INVALID
ACTION: The user has entered an invalid social security number. Enter the applicant's nine-digit social security number without spaces or dashes.

MESSAGE: NO RECORD FOUND FOR THE SOC SEC NO.
ACTION: Verify the social security number and re-enter it. If the message appears again, the cancellation cannot be made at this terminal.

MESSAGE: THIS IS A VERIFIED ACCESSION TO COMPLETE THIS CANCELLATION YOU MUST CALL USAREC OP AT: 459-3763 OR 459-3764
ACTION: Certain users are not allowed to cancel verified accessions. Call USAREC as directed.

MESSAGE: INVALID SELECTION #
ACTION: Enter the selection number as printed by the program. See figure 58-1.

MESSAGE: SEL NO ___ HAS ALREADY BEEN CANCELLED
ACTION: The selection number entered by the user has already been cancelled. Enter another selection number.

MESSAGE: NVALID CANCELLATION REASON
ACTION: Enter a valid reason code from table 58-1. The reason codes must be entered as 1, 2, 3, and so on.

MESSAGE: SELECTION PRINTED BELOW IS FOR YOUR INFORMATION ONLY. IT MUST BE CANCELLED USING THE LOCATION ID (XXX) FROM WHICH THE RESERVATION WAS MADE.
ACTION: The reservation was made on a LOCID (XXX) linked to the LOCID on which this message appeared. User must cancel the record using LOCID (XXX).

Chapter 60
BQUOTA PROGRAM

Section I
PROGRAM SUMMARY

60–1. Purpose.

BQUOTA is a batch-only program that adds records in the Quota file and AIT Inunit file. It is a convenient and efficient mechanism for effecting widespread changes to AIT classes and their quotas. To add a new OSUT class record, the BQUOTA program searches the Quota and AIT Inunit files to compare existing data with the user-specified information. If a match is not found, the new record is added to both files. If a match is found in the Quota file, except for the exact value of the user specified quotas, the record is added to the AIT Inunit file and the quotas are adjusted in the Quota file. Any record added through BQUOTA will have the fine tuning set to Annual (ON/Y).

Use of the BQUOTA program affects several other programs since changes made to the Quota file and AIT Inunit file modify the availability of classes, including adding new classes. Any programs that report or update Quota file or

AIT Inunit file data are affected by changes made through BQUOTA.

The BQUOTA program can be initiated only by a card deck and is processed only in batch mode. The batch job is executed at night. Job streams which are submitted for processing must begin their processing within 48 hours of input time. Failure to initiate the jobs through the appropriate autolog sequence (TOC, USAREC, DJOB, …) will result in an automatic and unrecoverable purge of the job stream. In addition, job streams which have been processed and are awaiting downloading through a remote logon, must be downloaded within five days. Failure to obtain these jobs will result in an automatic and costly purge of the job streams. See Appendix A for a description of batch processing.

60–2. Applicability.

The BQUOTA program is accessed by the following user groups:

a. KEYSTONE Branch

b. Accession Management Branch

Section II
INPUT REQUIREMENTS

60–3. Data items.

To add a new record, the BQUOTA program requires the user to enter a complete record of AIT class data. See table 60-1 for a description of the required data items. All data items listed in table 60-1 must be included to add a new record. Two cards are required for each class to be added to the Quota file.

One card of AIT class data is required for each class to be deleted from the Quota file. See table 60-2 for a description of the required data items.

60–3A. (Not used.)

(Paragraph not used.)

Section III
PROGRAM OPERATION

60–4. Procedures.

Create a card deck as described below to execute the BQUOTA program.

(1) Job start card (See Appendix A).
(2) Program card. Enter BQUOTA in columns 1-6.
(3) Program data cards (See table 60-1).
(4) Off card. Enter OFF in columns 1-3.
(5) Job termination card (See Appendix A).
(6) Disconnect card (See Appendix A).

Table 60–1
BQUOTA Card Format - Additions to the Quota file

	Field	Columns	Value
Two cards are needed to add a class to the Quota file. The format for card 1 is:			
1.	Identifier	1	’A’
2.	RECSTA date	3-10	Reception station date in format
3.	MOS	12-15	MOS code
4.	Training Type	17	0=formal class 1=train and retrain 2=train and pass 3=train and retrain/train and pass 4=multi-taught
5.	OSUT	19	*=male OSUT +=female OSUT ‘N’or blank=non-OSUT

Table 60–1
BQUOTA Card Format - Additions to the Quota file—Continued

	Field	Columns	Value
6.	AIT location	21-28	Blank for training type 0. Unit (AIT location) for trianing types 1, 2, 3. AIT location for training type 4.
7.	Card number	30	’1’
8.	Original quota	32-35	Original class quota (0-9999)
9.	Other quota	37-40	Quota for other services (0-9999)
10.	Thru quota	42-45	Quota for thru tickets (0-9999)
11.	SP1 quota	47-50	Quota for split 1’s
12.	SP2 quota	52-55	Quota for split 2’s
13.	Priority	57-58	Class priority (1-9). A blank entry will use the default value as specified on the data dictionary.
14.	DLI number	60-72	DLI class number or blank
15.	SCHED input	74-77	Scheduled input (0-9999)
Note: Thru quota + SP1 quota + SP2 quota must be greater than 0 if the class is OSUT			
The format for card 2 is: Columns 1-28 must be the same as on card 1.			
7.	Card number	30	’2’
8.	AIT Date	32-39	AIT date in format DD/MM/YY.
9.	Folow-on AIT	41-48	Follow-on AIT date in format DD/MM/YY or blank.
10.	AANPS status	50	3=closed to male and female 2=closed to male 1=closed to female 0=open to both males and females Blank defaults to 0
11.	AAPS status	51	0 - 3
12.	AAIS status	52	0 - 3
13.	AA Retrainee status	53	0 - 3
14.	AR NPS status	57	0 - 3
15.	AR IRN status	58	0 - 3
16.	AR IS status	59	0 - 3
17.	AR SP1 status	60	0 - 3
18.	AR SP2 status	61	0 - 3
19.	AR Retrainee status	62	0 - 3
20.	NG Retrainee status	64	0 - 3
21.	NG NPS status	65	0 - 3
22.	NG IS status	66	0 - 3
23.	NG SP1 status	67	0 - 3
24.	NG SP2 status	68	0 - 3

Table 60–2
BQUOTA Card Format - Deletions from the Quota file

	Field	Columns	Value
1.	Identifier	1	‘D’
2.	Recsta date	3-11	Reception station date in the format DD/MM/YY.
3.	MOS	12-15	MOS code
4.	Training Type	17	0=formal class 1=train and retrain 2=train and pass 3=train and retrain/train and pass 4=multi-taught
5.	OSUT	19	*=male OSUT +=female OSUT ‘N’or blank=non-OSUT
6.	AIT location	21-28	Blank for training type 0. Unit (AIT location) for trianing types 1, 2, 3. AIT location for training type 4.
7.	Record number	30	Record number of the class as displayed in RUQUOT (0-9).

60–4A. (Not used.)

(Paragraph not used.)

Section IV
OUTPUT DESCRIPTION

60–5. Output.

After the BQUOTA batch job has executed, two reports will be printed on a high speed printer. The first is labeled BQUOTABK DATA. This is an exact copy of the card input. The second is labeled ERROR FILE. This report is a list of the errors which occurred during the execution of the batch job. The ERROR FILE report should be compared against the BQUOTABK DATA report in order to correct the errors in card input. Both BQUOTABK DATA and the ERROR FILE are saved on the user’s D disk in case there is trouble retrieving the output from the printer. See figure 60-1 and 60-2 for samples of the two reports.

```
A  16/08/82  98C1  O  N  GDFLWAFB  1     30          30          5
A  16/08/82  98C1  O  N  GDFLWAFB  2  01/10/82                        33     3333
A  06/09/82  98C1  O  N  GDFLWAFB  1     15     1    14          5
A  06/09/82  98C1  O  N  GDFLWAFB  2  05/11/82                        33     3333
A  27/09/82  98C1  O  N  GDFLWAFB  1     30     1    30          5
A  27/09/82  98C1  O  N  GDFLWAFB  2  26/11/82                        33     3333
A  25/10/82   84F1  O  N           1     10          10          5
A  25/10/82  84F1  O  N            2  07/01/83                        3       3
A  25/10/82  98C1  O  N  GDFLWAFB  1     15     3    12          5
A  25/10/82  98C1  O  N  GDFLWAFB  2  07/10/82                        33     3333
A  01/11/82  45E1  O  N            1     15          15          5
A  01/11/82  43E1  O  N            2  14/01/83                        3       3
A  22/11/82  98C1  O  N  GDFLWAFB  1     15     4    11          5
A  22/11/82  98C1  O  N  GDFLWAFB  2  04/02/82                        33     3333
A  22/11/82  22N1  O  N            1      8           8          5
A  22/11/82  22N1  O  N            2  04/02/83                    33333     3333
```

Figure 60–1. BQUOTA BQUOTABK DATA report sample

```
A CLASS HAS BEEN UPDATED FOR MOS = 97B1 RECSTA = 7/ 3/83 OSUT = N TRAINING TYPE = 0
AIT LOCATION =          REQUEST QUOTA =     7 THRU =     0 SP1 =     0 SP2 =     7

A CLASS HAS BEEN UPDATED FOR MOS = 97B1 RECSTA = 9/ 5/83 OSUT = N TRAINING TYPE = 0
AIT LOCATION =          REQUEST QUOTA =     8 THRU =     0 SP1 =     0 SP2 =     8

NO RECORD EXISTS FOR INPUT DATA.
THE DATA CARDS ARE IGNORED
A  23/05/83  94B1  4  n  DIX     1     10          10          5
A  23/05/83  94B1  4  N  DIX     2  22/07/83                   33333   3333
DATA CARDS SKIPPED - KEY FIELDS DON'T CORRESPOND :
A  23/05/83  94BD  0  *          1     48     5    19     24    5
A  23/05/83  94BD  0  N          2  20/05/83          1133     33331    3331

DATA CARDS SKIPPED - KEY FIELDS DON'T CORRESPOND :
A  30/05/83  94BD  0  *          1     84     5    41     15    5
A  30/05/83  94BD  0  N          2  27/05/83          1133    33311     3311

NO RECORD EXISTS FOR INPUT DATA.
THE DATA CARDS ARE IGNORED
A  06/06/83  94B1  4  N  DIX     1     10          10          5
A  06/06/83  94B1  4  N  DIX     2  05/08/83                   33333     3333
DATA CARDS SKIPPED - KEY FIELDS DON'T CORRESPOND :
A  06/06/83  94BD  0  *          1     85     5    67     24    5
A  06/06/83  94BD  0  N          2  03/06/83          1133    33311     3311
```

Figure 60–2. BQUOTA ERROR FILE report sample

60–5A. (Not used.)

(Paragraph not used.)

Section V
ERROR MESSAGES AND CORRECTION PROCEDURES

60–6. System Errors.

The following is a representative list of possible system errors. If any such error messages appear, call the KEYSTONE Branch immediately.

1. Any message which contains one of the following phrases:
   XXXX FILE NOT INCREMENTED
   XXXX FILE NOT DECREMENTED
   XXXX FILE NOT UPDATED
2. Any message which contains one of the following phrases:
   COUNTERS WOULD BECOME NEGATIVE
   UNSUCCESSFUL UPDATE OF XXXXX
   RESERVATIONS WOULD BECOME NEGATIVE
3. **** TRACE BACK ****

ENTRY POINT	ENTRY ADDRESS	RETURN ADDRESS
XXXXXXXX	ZZZZZZZZ	ZZZZZZZZ

4. ERROR: ON LUN=XXXXXX
   VSAM ERROR RETURN CODE=XXXXXX
   ACTION CODE=XXX
   KEYS (IN HEX)=ZZZZZZZZ, ZZZZZZZZ
   RECORD TYPE=XXX

SPARE VARIABLE X=XXXXXX
CALL KEYSTONE BRANCH

5. SYSTEM ERROR: INVALID XXXXX IN XXXX
: ILLEGAL XXXXXX
: OCCURRED IN XXX WHEN CALLING XXXX
: IN XXXXXX WHEN RUNNING XXXXX
: RETURNED BY XXXX
: ERROR IN XXXX
: XXXX NOT FOUND
: RECORD DESCRIPTOR HAS XXXXXXX RETURN CODE IS XX
: PLEASE CALL KEYSTONE BRANCH

6. ERROR: READING XXXXX
: INVALID XXXX INDICATOR IN SUBROUTINE XX
: XXX NOT FOUND ON XXXX FILE
: XXXXX ERROR-SUBROUTINE XXXXXX
: SIOXX-FOR KEY XXXXXX AND ACTION XXXX NUMREC=XXXXXXXX
: ILLEGAL XXXX PASSED TO XXXXXX
: BAD XXXX IN XXXXXX
: IN XXXXX - XXXXXX
: CANNOT FIND XXXX ON XXXXXX

7. FATAL ERROR - XXXXXX
8. SIOXX ERROR: XXXXXX
9. INVALID XXXXX IN SIOXX
10. INVALID VALUE FOR XXXXX IN XXXXXX
11. BAD RETURN FROM XXXX IN XXXXXX
12. PROBLEM WITH XXXX XXXX RECORD
VALIDATING XXXXXX IN XXXXXX
READING XXXXXXX
IN XXXXXX
13. UNABLE TO GET DATA FROM XXXXXX
VALIDATE XXXX - XXXXXX
DECODE XX TYPE XXXXXX
14. VSAM ERROR=XXXX ON LUN XXX
15. VMCF ERROR=XXXXXX FOR LUN XXX
16. NO SINK AVAILABLE FOR LUN XXX
17. KEY/RECORD DISAGREE, KEY=XXXXXX RECORD: XXXXX
18. FACTOR XXXXXX NOT IN DATA DICTIONARY (XXXX)
19. LOGIC ERROR: XXXXXX XXXXX
20. XXXXX IS OUT OF RANGE XXXX IS AN INVALID XXXXX FOR COMPONENT (XXXX)
21. THIS OPTION NOT AVAILABLE AT THIS TIME
ACTION IS XXXX
22. NO XXXXXX FOUND IN XXXXX
23. XXXXXX RECEIVED BY XXXX IS INCORRECT
24. $CTS ERROR IN XXXX ROUTINE

60–7. Operation Errors.

The following list contains possible operation error messages and the corrective action to be taken for each.

Table 60–7A
List of possible operation error messages and the corrective action to be taken for each

MESSAGE: DATA CARD SKIPPED - NOT AN ADD OR DEL **ACTION:** All data cards must have an A or D in the first field to signify addition or deletion.
MESSAGE: DATA CARD SKIPPED - NOT SECOND OF 2 ADD CARDS **ACTION:** Two add cards in succession are required to add a class to the quota file. If a delete follows the first add card, it is ignored.
MESSAGE: DATA CARD SKIPPED - NEED 2 ADD CARDS **ACTION:** Two add cards in succession are required to add a class to the quota file.

Table 60–7A
List of possible operation error messages and the corrective action to be taken for each—Continued

MESSAGE: DATA CARDS SKIPPED - KEY FIELDS DON'T CORRESPOND
ACTION: The first 28 columns on the two cards to add one class to the quota file must be exactly the same.

MESSAGE: ERROR: INVALID MOS CODE XXXX
ACTION: The user has entered an invalid MOS code. Select and enter a valid MOS code.

MESSAGE: ERROR: MOS CODE NOT ON QUALIFICATIONS FILE
ACTION: The user has entered an MOS code that is not on the Qualifications file. Select and enter another MOS code.

MESSAGE: ERROR: START DATE DD/MM/YY
ACTION: The user has entered an invalid AIT start date. Select and enter a valid AIT start date.

MESSAGE: ERROR: AIT START DATE MUST BE A FRIDAY
ACTION: The user has entered an incorrect AIT start date. Select and enter a start date which is a Friday.

MESSAGE: ERROR: START DATE OUTSIDE OF QUOTA FILE LIMITS DD/MM/YY
ACTION: The user has entered a start date which is outside of the file limits. The date printed in the error message is the end date of the Quota file. Reenter the input line with an AIT start date within the Quota file range.

MESSAGE: ERROR: RECORD OUT OF SEQUENCE; CHECK AIT START DATE DD/MM/YY
ACTION: The user has entered a record out of sequence. The input records must be sorted in ascending order by the AIT start date. If the records are not sorted, they are not processed by the program.

MESSAGE: ERROR: RQST QUOTA YYY
ACTION: The user has entered an invalid REQUEST quota. Valid quotas are from 0 to 8190. Reenter a valid REQUEST quota.

MESSAGE: ERROR: INVALID BONUS X
ACTION: The user has entered an invalid bonus code. Valid codes are N, C, and S. Select and enter a valid bonus code.

MESSAGE: ERROR: RECEPTION STATION DATE MUST BE ENTERED
ACTION: The user has not entered a reception station date. Select and enter a valid reception station date.

MESSAGE: ERROR: COURSE LENGTH XX
ACTION: The user has entered an invalid course length. Valid lengths are 0 to 99. Select and enter a valid course length.

MESSAGE: ERROR: AANPSM NG AR STATUS CODE X
ACTION: The user has entered an invalid status code. Valid values are from 0 to 7. Select and enter a valid status code.

MESSAGE: ERROR: FOLLOW-ON DATE DD/MM/YY
ACTION: The user has entered an invalid follow-on date. Select and enter a valid follow-on date.

MESSAGE: ERROR: FOLLOW-ON DATE NOT A FRIDAY: DD/MM/YY
ACTION: The user has entered a follow-on date which is not a Friday. Select and enter a follow-on date which is a Friday.

MESSAGE: ERROR: FOLLOW-ON AIT STARTS BEFORE 1ST AIT IS OVER
ACTION: The user has entered overlapping start AIT and follow-on AIT class dates. Change one of the dates so that they do not overlap.

MESSAGE: ERROR: OSUT CODE X
ACTION: The user has entered an invalid OSUT code. Valid codes are N, Y, and W. Reenter a valid OSUT code.

MESSAGE: ERROR: OSUT CODE DOES NOT AGREE WITH RECSTA DATE AND AIT START DATE
ACTION: A non-OSUT class has an OSUT reception station date. An OSUT class reception station date is the Monday after the Friday AIT start date. Change the OSUT code OS the reception station date.

MESSAGE: ERROR: OTHER SERVICE QUOTA XX
ACTION: The user has entered an invalid other service quota. A valid quota is from 0 to 999. Select and enter a valid quota.

MESSAGE: ERROR: CLASS CAPACITY XX
ACTION: The user has entered a negative class capacity. Enter a class capacity which is a positive integer.

MESSAGE: ERROR: INVALID TYPE OF TRAINING CODE
ACTION: The user has entered an invalid type of training code. Select and enter a training code of 0, 1, 2, or 3.

MESSAGE: ERROR: INVALID UNIT NAME XXXX
ACTION: The user has entered an invalid unit name. Select and enter a valid name.

Table 60–7A
List of possible operation error messages and the corrective action to be taken for each—Continued

MESSAGE: ERROR: UNIT FOR AIT INUNIT CLASS MUST BE ENTERED **ACTION:** The user has left the unit field blank. A unit must be entered. Select and enter a valid unit.
MESSAGE: INVALID AIT IN-UNIT PRIORITY **ACTION:** The user has entered an invalid AIT Inunit priority. Valid priorities are 0 to 15. Select and enter a valid unit priority.
MESSAGE: ERROR: INVALID WAC STATUS INDICATOR X **ACTION:** The user has entered an invalid WAC status indicator. Valid codes are Y and N. Enter a valid status indicator.
MESSAGE: ERROR: AANPSF - AAPS - AAIS STATUS CODE X **ACTION:** The user has entered an invalid AANPSF - AAPS - AAIS status code. Valid codes are 0 -7. Select and enter a valid status code.
MESSAGE: ERROR: NEW RECORD FOUND IN QUOTA AND IN-UNIT FILES **ACTION:** The user has attempted to add a quota record which already exists in both the Quota and In-unit files. The record is not processed.
MESSAGE: ERROR: IN-UNIT FILE FULL FOR QUOTA WEEK **ACTION:** There is no room in the In-unit file for additional records. NO records can be added at this time.
MESSAGE: ERROR: RECORD NOT FOUND **ACTION:** The user has attempted to delete a quota record which is not in the In-unit file. The data card is not processed.
MESSAGE: ERROR: NEW RECORD FOUND ON QUOTA FILE **ACTION:** The user has attempted to add a quota record which is already in the Quota file. The data card is not processed.
MESSAGE: ERROR: QUOTA WEEK FULL **ACTION:** The user is attempting to add a quota record to the file which has not empty space. The record is not added to the file.
MESSAGE: NEW IN-UNIT RECORD FOUND IN IN-UNIT FILE **ACTION:** The user is attempting to add a quota record which already exists in the In-unit file. The new record is not added.
MESSAGE: ERROR: IN-UNIT RECORD NOT FOUND **ACTION:** The user is attempting to delete a quota record not on the In-unit file but which is in the Quota file. The record cannot be deleted from the In-unit file.

Chapter 61
EXPECT PROGRAM

Section I
PROGRAM SUMMARY

61–1. Purpose.

a. The EXPECT program prints a report of reception station reservations for a user-specified range of reception station dates. This report is up to date as of close of business on the previous Wednesday. The COB date is printed. For each reception station date within the specified range, the report lists the number of reservations for Active Army, National Guard and Army Reserve applicants for both BCT/BT and OSUT. Also, BCT/BT and OSUT capacities are printed for each reception station date.

b. For reception stations at which female Basic Training (BT) is also offered, the program prints a two-part report; one for males and one for females.

61–2. Applicability.

The EXPECT program is accessed by the following user groups:

a. DCSPER/DCSOPS
b. KEYSTONE Branch
c. TRADOC
d. USAREC
e. Accession Management Branch
f. Reception Stations

61–3. Options.

EXPECT provides the user with the option to vary the location and time span covered by the report of reception station reservations.

Section II
INPUT REQUIREMENTS

61–4. Data items.

The EXPECT program requires the user to enter the following data items:

a. Location ID. Enter the reception station location ID.

b. Start reception station date. Enter in DD/MM/YY format the first reception station date to be included in the report. If the date entered is not a Monday, the EXPECT program internally changes it to the Monday following the date entered. This field may not be left blank and must be within eight weeks prior to the first day of the current month.

c. End reception station date. Enter in DD/MM/YY format the last reception station date to be included in the report. If the date entered is not a Monday, the EXPECT program internally changes it to the Monday preceding the date entered. This field may be left blank, in which case only the start reception date is reported. This date, however, may not be more than 60 weeks from the first day of the current month.

61–4A. (Not used.)

(Paragraph not used.)

Section III
PROGRAM OPERATION

61–5. Initiation Procedures.

After completing the sign-on procedures described in Appendix B, the system prints the following message:

ENTER PROGRAM NAME, “LIST” OR “OFF”

The user enters EXPECT and depresses the carriage return key. The program is now ready to communicate with the user.

61–6. Procedures.

Follow the procedures described below to obtain a report of reception station reservations.

Table 61–6A
Procedures to obtain a report of reception station reservations

EXPECT: ENTER LOCID, INFO (I), OR END (E)
USER:
1. To get a reception station report, enter the location ID.
2. To get more helpful information about how EXPECT is executed, enter I. The program will display the information and repeat the prompt.
3. The leave the program, enter E.
4. Depress the carriage return key.

EXPECT: BT/EXPECT REPORT FT. XXXXXXXX
STA RECSTA DATE/END RECSTA DATE
USER:
1. To get a reception station report, enter the beginning and ending reception station dates in DD/MM/YY format, including the slashes with a slash in between the two dates. The program will print the reservation report and repeat the prompt.
2. To end the program, enter X.
3. Depress the carriage return key.

```
C EXPECT

ENTER LOCID, INFO (I), OR END (E)
 2CA
FIRST DATE ON FILE IS   9/ 1/84
LAST  DATE ON FILE IS  1/ 4/84

BT/EXPECT REPORT FT. SILL

STA RECSTA DATE/END RECSTA DATE, OR EXIT (X)

 9/1/84/4/1/85


REPORT FOR LOCATION FT. SILL AS OF COB 19/9/84

 RECSTA   TNG     UNIT   TOT       STD TRAINING        SPLIT 1      SPLIT 2
  DATE    TYPE    CAP    RESV   AA   AR   NG   TOT    AR  NG  TOT  AR   NG   TOT

9/ 1/84   BT      126     69    52    1   16    69    0   0    0
          MALE     70     69    52    1   16    69    0   0    0
          FEMALE   56      0     0    0    0     0    0   0    0

          OSUT    274    264   154   37   73   264    0   2    2   0    0    0
          13B1    160    154    76   33   45   154    0   1    1   0    0    0
          13E1     17     16     7    2    7    16    0   1    1   0    0    0
          13F1     46     44    26    2   16    44    0   0    0   0    0    0
          15D1     12     11    11    0    0    11    0   0    0   0    0    0
          15E1     18     18    18    0    0    18    0   0    0   0    0    0
          82C1     21     21    16    0    5    21    0   0    0   0    0    0

 13/ 1/84 AIT      77     72    53    3   16    72                0    0    0
          13B1      0      0     0    0    0     0                0    0    0
          13C1     10     10    10    0    0    10                0    0    0
          13E1      1      0     0    0    0     0                0    0    0
          13F1      1      0     0    0    0     0                0    0    0
          15E1      2      2     2    2    0     2                0    0    0
          17B1      3      3     3    0    0     3                0    0    0
          17C1      8      8     6    0    2     8                0    0    0
          26B1      1      1     1    0    0     1                0    0    0
          31V1     39     39    26    2   11    39                0    0    0
          45D1      7      6     3    1    2     6                0    0    0
          93F1      5      3     2    0    1     3                0    0    0

* * * * * * * * * * * * * * * * * * * * * * * * * * * * * * * * * * * * * * *
 STA RECSTA DATE/END RECSTA DATE, OR EXIT (X)

 X
R; T=0.13/0.99 14:37:42
```

Figure 61–1. EXPECT sample report

Section IV
OUTPUT DESCRIPTION

61–7. Output.

The EXPECT program prints a report of reception station reservations for a user specified range of dates. Table 61-1 describes the contents of the report.

Table 61–1
EXPECT report output description

Field Name	Field Label	Content Description
Reception station date	RECSTA DATE	The reception station date.
Training Type	TNG TYPE	Basic (BT), Male, Female, OSUT, AIT, or specific MOS.
Unit capacity	UNIT CAP	Capacity of the unit in seats for the different types.
Total Reservations	TOTRESV	Total reservations made for that type.
Standard Training	STD TRAINING	The number of standard (non-split) reservations broken down by component.
Split 1 Reservation	SPLIT 1	The number of Split 1 reservations, broken down by component.
Split 2 Reservations	SPLIT 2	The number of Split 2 reservations, broken down by component.

61–7A. (Not used.)

(Paragraph not used.)

Section V
ERROR MESSAGES AND CORRECTION PROCEDURES

61–8. System Errors.

The following is a representative list of possible system errors. If any such error messages appear, call the KEYSTONE Branch immediately.

1. Any message which contains one of the following phrases:
   XXXX FILE NOT INCREMENTED
   XXXX FILE NOT DECREMENTED
   XXXX FILE NOT UPDATED
2. Any message which contains one of the following phrases:
   COUNTERS WOULD BECOME NEGATIVE
   UNSUCCESSFUL UPDATE OF XXXXX
   RESERVATIONS WOULD BECOME NEGATIVE
3. **** TRACE BACK ****
   ENTRY POINT ENTRY ADDRESS RETURN ADDRESS
   XXXXXXXX ZZZZZZZZ ZZZZZZZZ
4. ERROR: ON LUN=XXXXXX
   VSAM ERROR RETURN CODE=XXXXXX
   ACTION CODE=XXX
   KEYS (IN HEX)=ZZZZZZZZ, ZZZZZZZZ
   RECORD TYPE=XXX
   SPARE VARIABLE X=XXXXXX
   CALL REQUEST/RETAIN BRANCH
5. SYSTEM ERROR: INVALID XXXXX IN XXXX
   : ILLEGAL XXXXXX
   : OCCURRED IN XXX WHEN CALLING XXXX
   : IN XXXXXX WHEN RUNNING XXXXX
   : RETURNED BY XXXX
   : ERROR IN XXXX
   : XXXX NOT FOUND
   : RECORD DESCRIPTOR HAS XXXXXXX RETURN CODE IS XX
   : PLEASE CALL REQUEST/RETAIN BRANCH
6. ERROR: READING XXXXX
   : INVALID XXXX INDICATOR IN SUBROUTINE XX
   : XXX NOT FOUND ON XXXX FILE

: XXXXX ERROR-SUBROUTINE XXXXXX
: SIOXX-FOR KEY XXXXXX AND ACTION XXXX NUMREC=XXXXXXXX
: ILLEGAL XXXX PASSED TO XXXXXX
: BAD XXXX IN XXXXXX
: IN XXXXX - XXXXXX
: CANNOT FIND XXXX ON XXXXXX

7. FATAL ERROR - XXXXXX
8. SIOXX ERROR: XXXXXX
9. INVALID XXXXX IN SIOXX
10. INVALID VALUE FOR XXXXX IN XXXXXX
11. BAD RETURN FROM XXXX IN XXXXXX
12. PROBLEM WITH XXXX XXXX RECORD
    VALIDATING XXXXXX IN XXXXXX
    READING XXXXXXX
    IN XXXXXX
13. UNABLE TO GET DATA FROM XXXXXX
    VALIDATE XXXX - XXXXXX
    DECODE XX TYPE XXXXXX
14. VSAM ERROR=XXXX ON LUN XXX
15. VMCF ERROR=XXXXXX FOR LUN XXX
16. NO SINK AVAILABLE FOR LUN XXX
17. KEY/RECORD DISAGREE, KEY=XXXXXX RECORD: XXXXX
18. FACTOR XXXXXX NOT IN DATA DICTIONARY (XXXX)
19. LOGIC ERROR: XXXXXX XXXXX
20. XXXXX IS OUT OF RANGE XXXX IS AN INVALID XXXXX FOR COMPONENT (XXXX)
21. THIS OPTION NOT AVAILABLE AT THIS TIME
    ACTION IS XXXX
22. NO XXXXXX FOUND IN XXXXX
23. XXXXXX RECEIVED BY XXXX IS INCORRECT
24. $CTS ERROR IN XXXX ROUTINE
25. ACTION NOT ACCEPTED.
26. XX ACT=6 ONLY ALLOWED FOR TYPE 7 THROUGH 11.
27. ERROR IN COUNT AND VALUE ARGUMENTS IN SI009.
28. ERROR IN COUNT ARGUMENT * SI009*.
29. 272 ERROR OCCURRED IN GETCLS.
30. ERROR: TEXT MUST END WITH A PERIOD-QUIT
31. 0 INVALID CONUSA
32. INVALID UPDATE COUNTERS
    * SI009-UPDATE=XXXXXXXXXXXXXXXX
    XX=ACTION.
33. PROBLEM WITH INFORMATION SECTION
34. RECORD NOT FOUND ON QUAL FILE

61–9. Operation Errors.

The following list contains possible operation errors and the corrective action for each.

Table 61–9A
List of possible operation errors and the corrective action for each

MESSAGE: END RECSTA DATE OUT OR RANGE -- RE-ENTER
ACTION: The user has entered an unacceptable end RECSTA date. EXPECT will repeat the prompt. Enter a valid RECSTA date.

MESSAGE: ERROR START RECSTA DATE--E-ENTER
ACTION: Re-enter a valid starting reception station date in DD/MM/YY format, including the slashes.

MESSAGE: ERROR END RECSTA DATE--RE-ENTER
ACTION: Re-enter a valid end reception station date in DD/MM/YY format, including the slashes.

MESSAGE: ID NOT VALID
ACTION: Re-enter a valid location ID.

Table 61–9A List of possible operation errors and the corrective action for each—Continued
MESSAGE: INVALID LOCID, PLEASE RE-ENTER **ACTION:** The user has entered an invalid location identifier. Please enter the correct code.
MESSAGE: START RECSTA DATE OUT OF RANGE -- RE-ENTER **ACTION:** The user has entered an unacceptable RECSTA date to begin the range. EXPECT will repeat the prompt. Enter an acceptable start RECSTA date.
MESSAGE: START RECSTA GREATER THAN END RECSTA -- RE-ENTER **ACTION:** The user has entered an end Reception Station date that takes place before the specified start Reception Station date. EXPECT will repeat the prompt. Enter compatible start and end reception station dates.

Chapter 62
RPTBCT PROGRAM

Section I
PROGRAM SUMMARY

62–1. Purpose.
The RPTBCT program is a comprehensive management reporting and update tool that enables users to display and change basic training (BT) quotas, assignments, and location availability.

62–2. Applicability.
The RPTBCT program is accessed by the following user groups:
a. KEYSTONE Branch
b. Accession Management Branch
c. USAREC
d. TRADOC

62–3. Functions.
There are four functional modes in the RPTBCT program. Each mode contains various user options. The functional modes are as follows:
a. Quotas. Reports and updates BT and OSUT quotas and reservations.
b. Assignments. Reports and updates both primary and secondary BT locations.
c. Location Availability. Reports and updates the availability of BT locations.

62–4. Options.
Within each mode RPTBCT provides the user with the option to report or update. Note, however, that only management users may use the update option. In the Quotas and Location Availability modes the user may also specify the location, training type (male, female, or BT3) and the RECSTA dates to be processed. In the Assignments mode the user may specify the location and its type (AIT, AA, REP).

Section II
INPUT REQUIREMENTS

62–5. Data Items.
RPTBCT requires the user to enter the items described below.
a. Quotas and Location Availability data items:

(1) Location. Enter the name of a BT or BT3 location, enter ALL for all locations or TOTAL for a summary of all locations.

(2) Type. Enter one of the following applicant types; MALE, FEMALE BT3.

(3) Beginning reception station date. Enter the desired beginning reception station date in DD/MM/YY format, including the slashes. If this field is left blank, all reception station dates on file up to and including the end reception station date are included in the report or available for update.

(4) End reception station date. Enter the desired end reception station date in DD/MM/YY format, including the slashes. If this field is left blank only the beginning reception station date is included in the report or available for

update. If both dates are left blank, the first date on file is reported or available for update.

b. Assignments data items:

(1) Type of location. Enter one of the following location types AIT, AA, or REP.
(2) Location. Enter a valid location ID or AIT location name.

62–5A. (Not used.)

(Paragraph not used.)

Section III
PROGRAM OPERATION

62–6. Initiation Procedures.

After completing the sign-on procedures described in Appendix B, the system prints the following message:

ENTER PROGRAM NAME, "LIST" OR "OFF"

The user enters RPTBCT and depresses the carriage return key. The program is now ready to communicate with the user.

62–7. General procedures.

Table 62–7A
General procedures

RPTBCT: QUOTAS (Q), ASSIGNMENTS (A), LOCATION AVAILABILITY (L) OR END (E)
USER:
1. Enter Q and see paragraph 62-8 to report and update BT quotas.
2. Enter A and see paragraph 62-9 to report and update assignments.
3. Enter L and see paragraph 62-10 to report and update the availability of training space at certain locations.
4. Enter E to end the program.
5. Depress the carriage return key.

62–8. Quotas report and update procedures.

Follow the procedures below to report and update BT quotas.

Table 62–8A
Procedures to report and update BT quotas

RPTBCT: START WEEK - DD/MM/YY
END WEEK — DD/MM/YY

ACTION / LOCATION / TYPE /BEG RECSTA/END RECSTA
(R, U, E)(NAME, ALL OR TOT)(M, F OR BT3)

USER:
1. Under the ACTION heading:
   a. Enter R to report BCT and BT quotas.
   b. Enter U to update BCT and BT quotas. Note: only management users may update.
   c. Enter E to return to the initial program prompt.
2. Under the LOCATION heading:
   a. Enter the name of a training location to report or update quotas for a specific location.
   b. Enter ALL to report or update quotas for all training locations of a certain type.
   c. Enter TOT to report or update total quotas for the entire Army.
3. Under the TYPE heading:
   a. Enter M to process male training quotas for the location(s) entered.
   b. Enter F to process female training quotas for the location(s) entered.
   c. Enter BT3 to process the quotas for the special three-week basic training program.
4. Under the BEG RECSTA heading enter the first RECSTA date to be reported or updated. This date must be between the start and end dates indicated.
5. Under END RECSTA enter the last RECSTA data to be reported or updated. This data must be between the start and end dates indicated.

Table 62–8A
Procedures to report and update BT quotas—Continued

6. Depress the carriage return key.

RPTBCT:
1. If a report was selected the program prints the desired report and returns to the prompt above. See figure 62-1 for a sample.
2. If an update was selected the program will print the specified records and a line under those fields which may not be changed. Only capacities or limits may be updated.

USER:
1. Enter the new values under the blank space between the slashes and depress the carriage return key. See figure 62-2 for a sample.
2. If the user chose to update all locations of a certain type the program will proceed to the next prompt, otherwise it will return to the initial prompt in this structure.

RPTBCT: Will print records for the next location on file and leave blanks under the fields which may be updated.
USER: 1. Enter the new values or leave the space blank if no update is desired. Depress the carriage return key. The program will continue to offer new records for updating until all of the training locations of the type specified have been processed.

RPTBCT: Will print records for the next location on file and leave blanks under the fields which may be updated.

USER: 1. Enter the new values or leave the space blank if no update is desired. Depress the carriage return key. The program will continue to offer new records for updating until all of the training locations of the type specified have been processed.

QUOTAS (Q), ASSIGNMENTS (A), LOCATION AVAILABILITY (L) OR END (E)
Q

START WEEK - 2/8/82
END WEEK - 24/10/83

ACTION / LOCATION / TYPE / BEG RECSTA / END RECSTA
(R,U,E) (NAME, ALL OR TOT) (M,F OR BT3)
R ALL M 6/12/82

RECEPTION STATION WEEK OF 6/12/82

MALE	BT		OSUT		AA RES		AR RES		NGRES	
LOCATION	CAPACITY	RES	CAPACITY	RES	BT	OSUT	BT	OSUT	BT	OSUT
DIX	300	300	110	67	223	67	32	0	45	0
JACKSON	345	650	0	0	575	0	37	0	38	0
LWOOD	321	385	249	180	314	139	54	18	17	23
KNOX	0	0	135	163	0	163	0	0	0	0
JAX/GORD	0	0	0	0	0	0	0	0	0	0
BLISS	0	0	0	0	0	0	0	0	0	0
SILL	70	70	367	322	59	311	1	1	10	10
MCCLELL	0	0	112	107	0	104	0	3	0	0
JAX/BENN	0	0	733	402	0	389	0	5	0	8
JX (KX) BN	0	0	0	0	0	0	0	0	0	0
FT. KNOX	0	0	0	0	0	0	0	0	0	0
FT. LWOOD	100	100	0	0	87	0	12	0	1	0
FT. DIX	0	0	0	0	0	0	0	0	0	0

MALE	TOTAL			AA		AR		NG	
	CAPACITY	LIMIT	RES	LIMIT	RES	LIMIT	RES	LIMIT	RES
OSUT	1706	1672	1241	1538	1173	883	27	944	41
BCT	1136	2700	1505	2000	1258	200	136	500	111
TOT	2842	4372	2746	3538	2431	1084	163	1444	152

ACTION / LOCATION / TYPE / BEG RECSTA / END RECSTA
(R,U,E) (NAME, ALL OR TOT) (M,F OR BT3)

Figure 62–1. RPTBCT Quotas report

```
C  RPTBCT
QUOTA (Q), ASSIGNMENT (A), LOCATION AVAILABILIY (L) OR END (E)
Q

START WEEK - 2/8/82
END WEEK - 24/10/83

ACTION /   LOCATION        /   TYPE        / BEG RECSTA / END RECSTA
(R,U,E) (NAME, ALL OR TOT)  (M,F OR BT3)
U          DIX                 M            6/12/82
RECEPTION STATION WEEK OF 6/12/82
MALE                BT          OSUT         AA RES     AR RES     NGRES
LOCATION     CAPACITY/RES   CAPACITY/RES     BT  OSUT   BT  OSUT   BT  OSUT
DIX             300   299        0     0    221     0    0     0    0     0
-----------/    400  /-------------------------------------------------
ACTION /   LOCATION        /   TYPE        / BEG RECSTA / END RECSTA
(R,U,E) (NAME, ALL OR TOT)  (M,F OR BT3)
U          DIX                 F            6/12/82      13/12/82
RECEPTION STATION WEEK OF 6/12/82
FEM                 BT          OSUT         AA RES     AR RES     NGRES
LOCATION     CAPACITY/RES   CAPACITY/RES     BT  OSUT   BT  OSUT   BT  OSUT
DIX              75    73        0     0     53     0   13     0    7     0
----------/      85  /-------------------------------------------------
RECEPTION STATION WEEK OR 13/12/82
FEM                 BT          OSUT         AA RES     AR RES     NGRES
LOCATION     CAPACITY/RES   CAPACITY/RES     BT  OSUT   BT  OSUT   BT  OSUT
DIX             180   193        0     0    126     0   53     0   14     0
----------/     170  /-------------------------------------------------
ACTION /   LOCATION        /   TYPE        / BEG RECSTA / END RECSTA
(R,U,E) (NAME, ALL OR TOT)  (M,F OR BT3)
E
```

Figure 62–2. RPTBCT Quotas update sample

62–9. Assignments report and update procedures.

Follow the procedures below to report and update BT assignments. See figure 62-3 and 62-4 for samples.

Table 62–9A
Procedures to report and update BT assignments

RPTBCT: ACTION / TYPE OF LOCATION /LOCATION
(R, U, E) (AIT, AA, REP) (OR ALL)

USER:

1. Under the ACTION heading:
   a. Enter R to report BT assignments.
   b. Enter U to update BT assignments. Note: only management users may update the assignment files.
   c. Enter E to return to the initial program prompt.
2. Under the TYPE OF LOCATION heading;
   a. Enter AIT to report or update BT assignments for certain AIT locations.
   b. Enter AA to report or update BT assignments for the Active Army.
   c. Enter REP to report or update BT assignments for the Army Reserve and National Guard.
3. Under the LOCATION heading:
   a. Enter a location ID to report or update BT assignments for a specific location.
   b. Enter ALL to report or update BT assignments for all locations.

Table 62–9A
Procedures to report and update BT assignments—Continued

4. Depress the carriage return key.

RPTBCT:
1. If a report was selected the program prints the desired report and returns to the prompt above. See figure 62-3 for a sample.
2. If an update was selected the program prompts:

```
FOR DELETION OF BT ASSIGNMENT, ENTER XXXX UNDER APPROPRIATE COLUMN
AIT            / PRIMARY / SECONDARY / PRIMARY / SECONDARY /
LOCATION ID        / MALE BT        MALE BT        FEMALE BT     FEMALE BT
(LOCATION ID)(LOCATION)     XXXXX        XXXXX           XXXXX        XXXXX
-----------------------/          /           /           /          /
```

USER:
1. Enter the new training location name between the slashes under the appropriate heading. Enter XXXX under the heading to delete an assignment. If no update is desired leave the spaces blank. Depress the carriage return key.
2. If the user chose to update all of the locations of a certain type, proceed to the next prompt, otherwise, return to the initial prompt in this structure.

RPTBCT: Will print the BT assignments for the next location on file and leave blanks under the fields to be updated.

USER: 1. Enter the new assignments, XXXX, or leave the space blank. Depress the carriage return key. The program will continue to offer new records for updating until all of the locations on file have been processed.

```
QUOTAS (Q), ASSIGNMENT (A), LOCATION AVAILABILITY (L) OR END (E)
A

ACTION /   TYPE OF LOCATION                    / LOCATION
(R,U,E) (AIT, AA, REP)                           (OR ALL)
R            AIT                                  ALL
AIT LOCATION        /  PRIMARY  / SECONDARY /  PRIMARY  / SECONDARY /
LOCATION ID            MALE BT      MALE BT   FEMALE BT   FEMALE BT
APG                    DIX          JACKSON    DIX          JACKSON
APG/SILL
BEAUMONT
BELVOIR                DIX          JACKSON    DIX          JACKSON
BENHARR                KNOX         LWOOD      JACKSON      DIX
BENN                   FT.KNOX      FT. KNOX
BENN/LEE               JACKSON      KNOX       JACKSON      MCCLELL
BLIS
BLISS                  BLISS        LWOOD      MCCLELL      JACKSON
.
.
.
.
.
TOOELE
USAESOM                JACKSON      MCCLELL    MCLLEAN      JACKSON
USNCORRY               JACKSON      MCCLELL    MCCLELL      JACKSON
WASHNAVY               DIX          JACKSON    DIX          JACKSON
WOMARK
WOOD                   LWOOD        KNOX       JACKSON      MCCLELL
WOOD/BEL
WREED                  DIX          JACKSON    DIX          JACKSON
101A                   KNOX         LWOOD      JACKSON      MCCLELL
?193I                  LWOOD        KNOX       JACKSON      MCCLELL

ACTION /   TYPE OF LOCATION                    / LOCATION
(R,U,E) (AIT, AA, REP)                           (OR ALL)
E
```

Figure 62–3. RPTBCT Assignments report

```
C  RPTBCT
QUOTAS (Q), ASSIGNMENTS (A), LOCATION AVAILABILITY (L) OR END (E)
A

ACTION  /       TYPE OF LOCATION        / LOCATION
(R,U,E)     (AIT, AA, REP           )     (OR ALL)
U                AA                        AKK
FOR DELETION OF BT ASSIGNMENT, ENTER XXXX UNDER APPROPRIATE COLUMN
AIT LOCATION          /  PRIMARY  / SECONDARY /  PRIMARY  / SECONDARY /
LOCATION ID             MALE BT      MALE BT   FEMALE BT   FEMALE BT
AKK     HAR/WILK-BAR/  DIX           JACKSON   DIX         JACKSON
--------------------/            /           /           /           /
                                                MCCLELL

ACTION  /       TYPE OF LOCATION        / LOCATION
(R,U,E)     (AIT, AA, REP           )     (OR ALL)
E
```

Figure 62–4. RPTBCT Assignments update sample

62–10. Location availability report and update procedures.

Follow the procedures below to report and update the availability of training space at certain locations.

Table 62–10A
Procedures to report and update the availability of training space at certain locations

RPTBCT:
START WEEK — DD/MM/YY
END WEEK — DD/MM/YY

ACTION / LOCATION / TYPE /BEG RECSTA/END RECSTA
(R, U, E) (NAME, ALL OR TOT) (M, F OR BT3)

USER:

1. Under the ACTION heading:
   a. Enter R to report availability.
   b. Enter U to update availability. Note: only management users may update the availability files.
   c. Enter E to return to the initial program prompt.
2. Under the LOCATION heading:
   a. Enter the name of a training location to report and update training availability at a specific location.
   b. Enter ALL or TOT to report or update training availability for all training locations of a certain type. The ALL and TOT commands have the same result in this mode.
3. Under the TYPE heading:
   a. Enter M to process the availability of male training space for the location(s) entered.
   b. Enter F to process the availability of female training space for the location(s) entered.
   c. Enter BT3 to process the availability of training space for the special three week basic training
4. Under the BEG RECSTA heading enter the first RECSTA date to be reported or updated. This date must be between the start and end dates indicated.
5. Under the END RECSTA heading enter the last RECSTA date to be reported or updated. This date must be between the start and end dates indicated.
6. Depress the carriage return key.

RPTBCT:

1. If a report was selected the program prints the desired report and returns to the prompt above. See figure 62-5 for a sample.
2. If an update was selected the program will prompt:

ENTER Y FOR AVAILABLE, M FOR NOT AVAILABLE UNDER
APPROPRIATE HEADER
RECEPTION STATION WEEK OF DD/MM/YY

Table 62–10A
Procedures to report and update the availability of training space at certain locations—Continued

LOCATION / TYPE / AA / AR / NG /
(The data for the location will be printed here)

USER:
1. Enter a Y or an N, between the slashes, under the components to be updated. If the space is left blank, no update will be made. Depress the carriage return key. See figure 62-6 for a sample.
2. If the user chose to update training availability for all locations of a certain type, proceed to the next prompt, otherwise, return to the initial prompt in this structure.

RPTBCT: Will repeat the prompt above for the next training location on file.

USER: Enter Y, N or leave the spaces blank as desired. Depress the carriage return key. The program will continue to offer new records for updating until all training locations of the type specified have been processed. It will then return to the initial prompt in this structure.

```
QUOTAS (Q), ASSIGNMENTS (A), LOCATION AVAILABILITY (L) OR END (E)
L

START WEEK - 2/8/82
END WEEK - 24/10/83

ACTION /   LOCATION        /  TYPE      / BEG RECSTA / END RECSTA
(R,U,E) (NAME, ALL OR TOT)  (M,F OR BT3)
R              TOT             M
RECEPTION STATION WEEK OF 6/12/82
LOCATION / TYPE / AA / AR / NG /
DIX        MAL     Y    Y    Y
JACKSON    MAL     Y    Y    Y
LWOOD      MAL     Y    Y    Y
KNOX       MAL     Y    Y    Y
JAX/GORD   MAL     Y    Y    Y
BLISS      MAL     Y    Y    Y
SILL       MAL     Y    Y    Y
MCCLELL    MAL     N    N    N
JAX/BENN   MAL     N    N    N
JX (KX) BN MAL     N    N    N
FT.KNOX    MAL     Y    Y    Y
FT.LWOOD   MAL     Y    Y    Y
FT DIX     MAL     N    N    N

ACTION /   LOCATION        /  TYPE      / BEG RECSTA / END RECSTA
(R,U,E) (NAME, ALL OR TOT)  (M,F OR BT3)
E
```

Figure 62–5. RPTBCT Location Availability report

```
QUOTAS (Q), ASSIGNMENTS (A), LOCATION AVAILABILITY (L) OR END (E)
L

START WEEK - 2/8/82
END WEEK - 24/10/83

ACTION /   LOCATION        /  TYPE      / BEG RECSTA / END RECSTA
(R,U,E) (NAME, ALL OR TOT)  (M,F OR BT3)
U

ACTION /   LOCATION        /  TYPE      / BEG RECSTA / END RECSTA
(R,U,E) (NAME, ALL OR TOT)  (M,F OR BT3)
U           JACKSON             M           6/12/82     13/12/82
ENTER Y FOR AVAILABLE, N FOR NOT AVAILABLE UNDER APPROPRIATE HEADER
LOCATION / TYPE / AA / AR / NG /
JACKSON     MAL   Y    Y    Y
---------------/    /    /    /
                  N    N
RECEPTION STATION WEEK OF 13/12/82
LOCATION / TYPE / AA / AR / NG /
JACKSON     MAL   N    N    N
---------------/    /    /    /
                  Y    Y

ACTION /   LOCATION        /  TYPE      / BEG RECSTA / END RECSTA
(R,U,E) (NAME, ALL OR TOT)  (M,F OR BT3)
E
```

Figure 62–6. RPTBCT Location Availability update sample

Section IV
OUTPUT DESCRIPTION

62–11. Output.

RPTBCT provides output in the form of the following reports:

a. Quotas report. The Quotas report lists BT quotas and reservations for the user specified location, applicant type, and range of reception station dates. Totals are also printed at the end of the report. See table 62-1 for a detailed description of the contents of the Quotas report.

b. Assignments report. The Assignments report lists the primary and secondary BCT/BT locations for the user specified AIT location or location ID.

c. Location Availability report. The Location Availability report lists the availability of training for specified applicant types. For each reported location, the report indicates the type of applicant for whom training is available for the user specified range of reception station weeks. See table 18-2 for a description of the report's contents.

Table 62–1
RPTBCT Quotas report description

Field Name	Field Label	Content Description
Type of Report	MALE, FEMALE, or BT3	The type of applicant to be reported.
Location	LOCATION	The name of trhe location(s) specified by the user.
BT capacity	BT CAPACITY	The Basic Training capacity fo the given locations.
BT reservations	BT RES	The Basic Training reservations for the specified locations.
OSUT capacity	OSUT CAPACITY	THe One Station Unit Trianing cpacity for the given location.
Active Army reservations for BT	AA RES BT	The number of Basic Training reservations for Active Army applicants for each location listed.
Active Army reservations OSUT	AA RES OSUT	The number of One Station Unit Training reservations for Active Army applicatns for each location listed.
Army Reserve reservations for BT	AR RES BT	The number of Basic Training reservations for Army Reserves for each location listed.
Army Reserve reservations OSUT	AR RES OSUT	The number of One Station Unit Training reservations for Army Reserve applicant's for each location listed.
National Guard reservations for BT	NG RES BT	The number of Basic Training reservations for National Buard applicant's for each location listed.
National Guard reservations OSUT	NG RES OSUT	The number of One Station Unit Training reservations for National Guard applicant's for each location listed.
Summary of OSUT and BT totals	TOTAL	Reports the total capacity and program limit for each category.
Limit	LIMIT	The limit on the reservations for the type and component indicated.

62–11A. (Not used.)

(Paragraph not used.)

Section V
ERROR MESSAGES AND CORRECTION PROCEDURES

62–12. System Errors.

The following is a representative list of possible system errors. If any such error messages appear, call the KEYSTONE Branch immediately.

1. Any message which contains one of the following phrases:
   XXXX FILE NOT INCREMENTED
   XXXX FILE NOT DECREMENTED
   XXXX FILE NOT UPDATED
2. Any message which contains one of the following phrases:
   COUNTERS WOULD BECOME NEGATIVE
   UNSUCCESSFUL UPDATE OF XXXXX
   RESERVATIONS WOULD BECOME NEGATIVE
3. **** TRACE BACK ****
   ENTRY POINT ENTRY ADDRESS RETURN ADDRESS
   XXXXXXXX ZZZZZZZZ ZZZZZZZZ
4. ERROR: ON LUN=XXXXXX
   VSAM ERROR RETURN CODE=XXXXXX
   ACTION CODE=XXX
   KEYS (IN HEX)=ZZZZZZZZ, ZZZZZZZZ
   RECORD TYPE=XXX
   SPARE VARIABLE X=XXXXXX
   CALL KEYSTONE BRANCH
5. SYSTEM ERROR: INVALID XXXXX IN XXXX
   : ILLEGAL XXXXXX
   : OCCURRED IN XXX WHEN CALLING XXXX
   : IN XXXXXX WHEN RUNNING XXXXX
   : RETURNED BY XXXX

: ERROR IN XXXX
: XXXX NOT FOUND
: RECORD DESCRIPTOR HAS XXXXXXX RETURN CODE IS XX
: PLEASE CALL KEYSTONE BRANCH

6. ERROR: READING XXXXX
: INVALID XXXX INDICATOR IN SUBROUTINE XX
: XXX NOT FOUND ON XXXX FILE
: XXXXX ERROR-SUBROUTINE XXXXXX
: SIOXX-FOR KEY XXXXXX AND ACTION XXXX NUMREC=XXXXXXXX
: ILLEGAL XXXX PASSED TO XXXXXX
: BAD XXXX IN XXXXXX
: IN XXXXX - XXXXXX
: CANNOT FIND XXXX ON XXXXXX
7. FATAL ERROR - XXXXXX
8. SIOXX ERROR: XXXXXX
9. INVALID XXXXX IN SIOXX
10. INVALID VALUE FOR XXXXX IN XXXXXX
11. BAD RETURN FROM XXXX IN XXXXXX
12. PROBLEM WITH XXXX XXXX RECORD
VALIDATING XXXXXX IN XXXXXX
READING XXXXXXX
IN XXXXXX
13. UNABLE TO GET DATA FROM XXXXXX
VALIDATE XXXX - XXXXXX
DECODE XX TYPE XXXXXX
14. VSAM ERROR=XXXX ON LUN XXX
15. VMCF ERROR=XXXXXX FOR LUN XXX
16. NO SINK AVAILABLE FOR LUN XXX
17. KEY/RECORD DISAGREE, KEY=XXXXXX RECORD: XXXXX
18. FACTOR XXXXXX NOT IN DATA DICTIONARY (XXXX)
19. LOGIC ERROR: XXXXXX XXXXX
20. XXXXX IS OUT OF RANGE XXXX IS AN INVALID XXXXX FOR COMPONENT (XXXX)
21. THIS OPTION NOT AVAILABLE AT THIS TIME
ACTION IS XXXX
22. NO XXXXXX FOUND IN XXXXX
23. XXXXXX RECEIVED BY XXXX IS INCORRECT
24. $CTS ERROR IN XXXX ROUTINE

62–13. Operation Errors.

The following list contains possible operation errors and the corrective action to be taken for each.

Table 62–13A
Possible operation errors and the corrective action to be taken

MESSAGE: ERROR--INVALID ACTION
ACTION: The user has entered an invalid character under the ACTION data item title. Enter a valid action code for the functional mode in use.

MESSAGE: ERROR--AIT LOCATION/LOCATION ID NOT IDENTIFIABLE
ACTION: The AIT location or location ID entered by the user is invalid. Enter a valid location ID or name of AIT location.

MESSAGE: _____ NOT A VALID BCT/BT LOCATION
ACTION: The training location is invalid. Enter the name of a valid training location.

MESSAGE: ***INVALID ACTION***
ACTION: The user has entered an invalid character under the ACTION data item title. Enter a valid action code for the functional mode in use.

MESSAGE: ***INVALID RECSTA DATE…NOT IN FILE***
ACTION: The reception station date entered is not on file. Enter a valid reception station date in DD/MM/YY format, including the slashes.

MESSAGE: ***INVALID BCT RESPONSE***
ACTION: The user has entered an invalid BCT location. Enter a valid BCT location.

MESSAGE: ERROR--LOCATION NOT FOUND ON FILE

Table 62–13A
Possible operation errors and the corrective action to be taken—Continued

DO YOU WANT A LISTING OF ALL LOCATIONS? **ACTION:** The location entered is invalid. Enter Y to obtain a list of valid AIT location names or enter N and then enter the name of an AIT location when the prompt is repeated.
MESSAGE: ERROR--INVALID TYPE **ACTION:** The applicant type is invalid. Enter MALE, FEMALE, BT3.
MESSAGE: LOCATIONS/UNAVAILABLE FOR THIS WEEK **ACTION:** The training location specified is not in use for the specified week and applicant type. Enter a different location, type or reception station date.
MESSAGE: NO LOCATION AVAILABLE **ACTION:** There is no training location available for the specified applicant type and reception station date. Enter a different type or date.
MESSAGE: UPDATE NOT ALLOWED **ACTION:** The program will print this message and end. The user's ID is not cleared for updating. Only management users may update.

Chapter 63
BTCHLK PROGRAM

Section I
PROGRAM SUMMARY

63–1. Purpose.
The BTCHLK, Batch-Look, program reports the status of batch jobs initiated from the user's ID. This report includes the jobs to be run delayed, the autolog commands which will submit these delayed runs, the card-submitted jobs which are waiting to be printed, and the program-submitted jobs waiting to be printed.

63–2. Applicability.
The BTCHLK program is accessed by the following user groups:
a. KEYSTONE Branch
b. Accession Management Branch
c. USAREC

Section II
INPUT REQUIREMENTS

63–3. Data Items.
BTCHLK requires no input data items.

63–3A. (Not used.)
(Paragraph not used.)

Section III
PROGRAM OPERATION

63–4. Initiation Procedures.
After completing the sign-on procedures described in Appendix B, the system prints the following message:

ENTER PROGRAM NAME, "LIST" OR "OFF"

The user enters BTCHLK and depresses the carriage return key. The program is now ready to communicate with the user.

63–5. Procedures.
There are no procedures in the BTCHLK program. Once initiated BTCHLK, executes without further intervention by the user. Figure 63-1 is a sample run of the program. Paragraph 63-6 describes this output.

```
THE FOLLOWING ARE READER FILES WAITING TO BE PROCESSED IN BATCH.

ORIGINID FILE CLASS RECORDS  CPY HOLD DATE  TIME      NAME      TYPE   DIST
UZK642   6945 A CON 00000109 001 NONE 12/08 14:12:48                  UZK642
UZK642   6997 A CON 00000158 001 NONE 12/08 14:58:06                  UZK642
UZK642   7193 A CON 00000148 001 NONE 12/08 18:20:51                  UZK642
UZK642   8091 A CON 00000038 001 NONE 12/09 12:06:55                  UZK642

THE FOLLOWING IS A LIST OF AUTOLOG COMMANDS NEEDED TO PROCESS ANY OF THE
READER FILES DISPLAYED ABOVE.  (PLEASE NOTE THAT AT LEAST ONE AUTOLOG COMMAND
FOR 0145 MUST BE DISPLAYED IN ORDER FOR CARD-SUBMITTED REPORT JOBS TO EXECUTE
IN OVERNITE BATCH.)

-USERID- -REQ BY- -OCCURS AT- STORATE -TIME MADE- --FIRST COMMAND--
UZK642   UZK642   12/10 01:45 1500K   12/09 08:01 EXEC     CRDRPT
UZK642   UZK642   12/10 02:15 1500K   12/09 08:01 EXEC     CRDRPT
UZK642   UZK642   12/10 04:00 1500K   12/09 08:01 EXEC     CRDRPT

THE FOLLOWING IS A LIST OF JOBS THAT HAVE RUN ON THIS USERID AND ARE ON THE
PRINTER'S OUTPUT QUEUE.  THIS INCLUDES CARD-SUBMITTED JOBS AND ANY OVERNITE
BATCH RUN.  (NOTE THAT RESPONSE WITH THIS INFORMATION MAY NOT BE IMMEDIATELY
DISPLAYED ON THE TERMINAL.)

  FROM VTSO:  16.05.07 JOB 1687 $HASP608 UZK642   PRT R684      PUN R684      P
RIO  1 ANY
  FROM VTSO:  16.05.07 JOB 5167 $HASP608 UZK642   PRT R684      PUN R684      P
RIO  1 ANY
  FROM VTSO:  16.05.07 JOB 5472 $HASP608 UZK642   PRT R684      PUN R684      P
RIO  1 ANY
  FROM VTSO:  16.05.07 JOB 8097 $HASP608 UZK642   PRT R684      PUN R684      P
RIO  1 ANY

THE FOLLOWING IS A LIST OF IMMEDIATE BATCH JOBS THAT HAVE BEEN SUBMITTED TO
RUN ON UZK089 AND ARE ON A PRINTER OUTPUT QUEUE.  PLEASE LOOK FOR THE REMOTE
ID FOR YOUR PRINTER.  (ALSO, RESPONSE WITH THIS INFORMATION MAY NOT BE
IMMEDIATE.)

  FROM VTSO:  16.05.32 JOB 3461 $HASP608 UZK089   PRT R633      PUN R633      P
RIO  1 ANY
  FROM VTSO:  16.05.32 JOB 3472 $HASP608 UZK089   PRT R633      PUN R633      P
RIO  1 ANY
  FROM VTSO:  16.05.32 JOB 3625 $HASP608 UZK089   PRT R69       PUN R69       P
RIO  1 ANY
  FROM VTSO:  16.05.32 JOB 3750 $HASP608 UZK089   PRT R69       PUN R69       P
RIO  1 ANY
  FROM VTSO:  16.05.32 JOB 3959 $HASP608 UZK089   PRT R633      PUN R633      P
RIO  1 ANY
```

Figure 63–1. BTCHLK sample report

Section IV
OUTPUT DESCRIPTION

63–6. Output.

BTCHLK provides a report of the status of a user's batch jobs. Each section of this report is described below.

a. SECTION 1. THE FOLLOWING ARE READER FILES WAITING TO BE PROCESSED IN BATCH?

```
ORIGINID  FILE  CLASS  RECORDS  CPY  HOLD   DATE   TIME…
UZKXXX    XXXX    X    XXXXXXXX XXX XXXX XX/XX XX:XX:XX…
.                                                     .
.                                                     .
.                                                     .
```

These are the batch jobs, initiated from the user's ID, waiting to be processed at night. The pertinent data items are:

(1) *ORIGINID.* This is the user's ID.

(1) *TIME.* This is the time the job was entered.

(3) *CLASS.* This indicates the type of the batch job. There are three class types:

I. CLASS A. This class consists of card entered, report batch jobs and the update batch jobs submitted by executing the CQUOTA, BQUOTA or UNTPD programs.

II. CLASS J. This class consists of all delayed run batch jobs entered by executing a separate program.

III. CLASS T. This class does not signify a batch job of any sort. It indicates files created to allow Request Management to monitor specific program usage.

b. SECTION 2. THE FOLLOWING IS A LIST OF AUTOLOG COMMANDS NEEDED TO PROCESS ANY OF THE READER FILES DISPLAYED ABOVE. (PLEASE NOTE THAT AT LEAST ONE AUTOLOG COMMAND FOR 0145 MUST BE DISPLAYED IN ORDER FOR CARD-SUBMITTED REPORT JOBS TO EXECUTE IN OVERNITE BATCH.)

```
-USERID-  -REQ BY-  -OCCURS AT - STORAGE - TIME MADE-  --FIRST COMMAND--
.                                                                      .
.                                                                      .
.                                                                      .
```

These are the autolog commands that will run the batch jobs listed in Section 1. The autolog commands submit the batch jobs at night. The pertinent data items are:

(1) *OCCURS AT.* This is the time the job will be run.

(2) *TIME MADE.* This is the time the autolog command was made.

(3) *FIRST COMMAND.* This is the name of the exec that will submit the batch job. The exec will be CRDRPT for CLASS A jobs and JOBDO for CLASS J jobs.

NOTE: If there are CLASS A jobs waiting to be run deferred (see Section 1) then there must be a CRDRPT autolog in this section, otherwise, the job will not run. The note concerning the 01:45 autolog command refers to CLASS A jobs only.

c. SECTION 3. THE FOLLOWING IS A LIST OF JOBS THAT HAVE RUN ON THIS USER ID AND ARE ON THE PRINTER'S OUTPUT QUEUE. THIS INCLUDES CARD-SUBMITTED JOBS AND ANY OVERNITE BATCH RUN. (NOTE THAT RESPONSE WITH THIS INFORMATION MAY NOT BE IMMEDIATELY DISPLAYED ON THE TERMINAL.)

```
FROM VTSO:   XX.XX.XX   JOB   XXXX   $HASPXXX   (user's ID)…
.                                                         .
.                                                         .
.                                                         .
```

These are card submitted batch jobs that have been run on this user ID and are waiting to be printed out. The pertinent data items here are the printer and punch locations (PRT RXXX, PUN RXXX). These indicate where the hard copy output may be retrieved.

d. SECTION 4. THE FOLLOWING IS A LIST OF IMMEDIATE BATCH JOBS THAT HAVE BEEN SUBMITTED TO RUN ON UZK089 AND ARE ON A PRINTER OUTPUT QUEUE. PLEASE LOOK FOR THE REMOTE

ID FOR YOUR PRINTER. (ALSO, RESPONSE WITH THIS INFORMATION MAY NOT BE IMMEDIATE.)

```
FROM VTSO:  15.29.36  JOB  3461  $HASP608  UZK089  PRT  R633…
.                                                        .
.                                                        .
.                                                        .
```

These are all of the batch jobs that were submitted immediately by executing a separate program such as RBATCH and are waiting to be printed. The jobs on this list may have been initiated by any user ID; they are not limited to the current user.

63–6A. (Not used.)

(Paragraph not used.)

Section V
ERROR MESSAGES AND CORRECTION PROCEDURES

63–7. System Errors.

The following is a representative list of possible system errors. If any such error messages appear, call the KEYSTONE Branch immediately.

1. Any message which contains one of the following phrases:
   XXXX FILE NOT INCREMENTED
   XXXX FILE NOT DECREMENTED
   XXXX FILE NOT UPDATED
2. Any message which contains one of the following phrases:
   COUNTERS WOULD BECOME NEGATIVE
   UNSUCCESSFUL UPDATE OF XXXXX
   RESERVATIONS WOULD BECOME NEGATIVE
3. **** TRACE BACK ****
   ENTRY POINT ENTRY ADDRESS RETURN ADDRESS
   XXXXXXXX ZZZZZZZZ ZZZZZZZZ
4. ERROR: ON LUN=XXXXXX
   VSAM ERROR RETURN CODE=XXXXXX
   ACTION CODE=XXX
   KEYS (IN HEX)=ZZZZZZZZ, ZZZZZZZZ
   RECORD TYPE=XXX
   SPARE VARIABLE X=XXXXXX
   CALL REQUEST/RETAIN BRANCH
5. SYSTEM ERROR: INVALID XXXXX IN XXXX
   : ILLEGAL XXXXXX
   : OCCURRED IN XXX WHEN CALLING XXXX
   : IN XXXXXX WHEN RUNNING XXXXX
   : RETURNED BY XXXX
   : ERROR IN XXXX
   : XXXX NOT FOUND
   : RECORD DESCRIPTOR HAS XXXXXXX RETURN CODE IS XX
   : PLEASE CALL REQUEST/RETAIN BRANCH
6. ERROR: READING XXXXX
   : INVALID XXXX INDICATOR IN SUBROUTINE XX
   : XXX NOT FOUND ON XXXX FILE
   : XXXXX ERROR-SUBROUTINE XXXXXX
   : SIOXX-FOR KEY XXXXXX AND ACTION XXXX NUMREC=XXXXXXXX
   : ILLEGAL XXXX PASSED TO XXXXXX
   : BAD XXXX IN XXXXXX
   : IN XXXXX - XXXXXX
   : CANNOT FIND XXXX ON XXXXXX
7. FATAL ERROR - XXXXXX
8. SIOXX ERROR: XXXXXX
9. INVALID XXXXX IN SIOXX
10. INVALID VALUE FOR XXXXX IN XXXXXX

11. BAD RETURN FROM XXXX IN XXXXXX
12. PROBLEM WITH XXXX XXXX RECORD
    VALIDATING XXXXXX IN XXXXXX
    READING XXXXXXX
    IN XXXXXX
13. UNABLE TO GET DATA FROM XXXXXX
    VALIDATE XXXX - XXXXXX
    DECODE XX TYPE XXXXXX
14. VSAM ERROR=XXXX ON LUN XXX
15. VMCF ERROR=XXXXXX FOR LUN XXX
16. NO SINK AVAILABLE FOR LUN XXX
17. KEY/RECORD DISAGREE, KEY=XXXXXX RECORD: XXXXX
18. FACTOR XXXXXX NOT IN DATA DICTIONARY (XXXX)
19. LOGIC ERROR: XXXXXX XXXXX
20. XXXXX IS OUT OF RANGE XXXX IS AN INVALID XXXXX FOR COMPONENT (XXXX)
21. THIS OPTION NOT AVAILABLE AT THIS TIME
    ACTION IS XXXX
22. NO XXXXXX FOUND IN XXXXX
23. XXXXXX RECEIVED BY XXXX IS INCORRECT
24. $CTS ERROR IN XXXX ROUTINE

63–8. Operation Errors.
There are no operation errors in the BTCHLK program.

Chapter 64
RBATCH PROGRAM

Section I
PROGRAM SUMMARY

64–1. Purpose.
The RBATCH program prints user-entered programs in a batch mode, on a high-speed printer.

64–2. Applicability.
The RBATCH program is accessed by the following user groups:

a. KEYSTONE Branch
b. Accession Management Branch
c. HQ USAREC
d. FORSCOM

64–3. Functions.
RBATCH is initiated on-line at a terminal. The processing, however, is done in batch mode and the report is printed by a high speed printer. See Appendix A for a description of batch processing. See figure 64-2 for a sample report.

64–4. Options.
RBATCH provides the user with the following options:

a. The user can have the program run immediately, or can have the run delayed, or can cancel the program.
b. FORSCOM users can have the run delayed or cancel the program, but may not run immediately.

Section II
INPUT REQUIREMENTS

64–5. Data Items.
RBATCH requires the user to enter the answers to the selected program's prompts.

64–5A. (Not used.)

(Paragraph not used.)

Section III
PROGRAM OPERATION

64–6. Initiation Procedures.

After completing the sign-on procedures described in Appendix B, the system prints the following message:

ENTER PROGRAM NAME, “LIST” OR “OFF”

The user enters RBATCH and depresses the carriage return key. The program is now ready to communicate with the user.

64–7. Procedures.

Follow the procedures described below.

Table 64–7A
Procedures

RBATCH: ENTER PROGRAM NAME OR END (E)?
USER: Enter the program name of the report required, or enter E to terminate the program, and depress the carriage return key.

RBATCH: ENTER ANSWERS TO PROGRAM’S PROMPTS. TO END ENTER CARRIAGE RETURN.
1111111111222222222233333333334444444444555555555566666666667777
1234567890123456789012345678901234567890123456789012345678901234567890123456789012
USER: Enter the answer to the selected program’s first prompt and depress the carriage return key.
RBATCH will repeat the above prompt and two lines of numbers until the answers to all the prompts have been entered, and the carriage return is again depressed to end the program. See figure 64-1.
Note: Only one hundred lines of prompt response may be entered.

RBATCH: RUN JOB NOW (N), DELAY IT (D), OR CANCEL IT (C); OR, RUN JOB DELAYED (D), OR CANCEL IT (C)? (only for FORSCOM users)
USER: Enter the required response and depress the carriage return key.

RBATCH: PUN FILE XXXX TO USAREC COPY XXX NOHOLD OUTPUT TO BE RECEIVED VIA HIGH SPEED PRINTER. ENTER PROGRAM NAME OR END (E)?
USER: Enter another program name or E to terminate the program, and depress the carriage return key.

```
ENTER PROGRAM NAME OR END (E)?
  FINDSS
ENTER ANSWERS TO PROGRAM'S PROMPTS.  TO END ENTER CARRIAGE RETURN.

         1111111111222222222233333333334444444444555555555566666666667777
123456789012345678901234567890123456789012345678901234567890123456789012
  AA

         1111111111222222222233333333334444444444555555555566666666667777
123456789012345678901234567890123456789012345678901234567890123456789012
  AKK

         1111111111222222222233333333334444444444555555555566666666667777
123456789012345678901234567890123456789012345678901234567890123456789012
  123456789

         1111111111222222222233333333334444444444555555555566666666667777
123456789012345678901234567890123456789012345678901234567890123456789012
  5

         1111111111222222222233333333334444444444555555555566666666667777
123456789012345678901234567890123456789012345678901234567890123456789012

RUN JOB NOW (N), DELAY IT (D), OR CANCEL IT (C); OR, RUN JOB DELAYED (D), OR
CANCEL IT (C) (for FORSCOM users only)?
  N
PUT FILE 5432 TO UZK089 COPY 001 NOHOLD
OUTPUT TO BE RECEIVED VIA HIGH SPEED PRINTER.
ENTER PROGRAM NAME OR END (E)?
E
```

Figure 64–1. RBATCH sample execution

```
AA, AR, NG OR END

ENTER LOCATION ID, ALL OR END

ENTER SOC SEC NO OR END

ENTER MAX NO OF INCORRECT DIGITS ALLOWED

PERSONNEL DATA-PRIVACY ACT OF 1974 (5 USC 552A)

SOC SEC #    / LOCID /
121446621       AKK
123449111       AKK
129447110       AKK
161547561       AKK
162525567       AKK
167446168       AKK
169440561       AKK
170444512       AKK
173489575       AKK
173544074       AKK
173546511       AKK
174444720       AKK
175542562       AKK
175544769       AKK
175546597       AKK
179489517       AKK
180404727       AKK
183444694       AKK
183544653       AKK
183565527       AKK
187481566       AKK
191442555       AKK
191444964       AKK
191481507       AKK
193424377       AKK
193566561       AKK
198567567       AKK

ENTER LOCATION ID, ALL OR END
```

Figure 64–2. RBATCH sample report

Section IV
OUTPUT DESCRIPTION

64–8. Output.

RBATCH prints a report of the program(s) the user selects. See figure 64-1 and 64-2 for sample selection and a sample report, respectively.

64–8A. (Not used.)

(Paragraph not used.)

Section V
ERROR MESSAGES AND CORRECTION PROCEDURES

64–9. System Errors.

The following is a representative list of possible system errors. If any such error messages appear, call the KEYSTONE Branch immediately.

1. Any message which contains one of the following phrases:
   XXXX FILE NOT INCREMENTED
   XXXX FILE NOT DECREMENTED
   XXXX FILE NOT UPDATED
2. Any message which contains one of the following phrases:
   COUNTERS WOULD BECOME NEGATIVE
   UNSUCCESSFUL UPDATE OF XXXXX
   RESERVATIONS WOULD BECOME NEGATIVE
3. **** TRACE BACK ****
   ENTRY POINT ENTRY ADDRESS RETURN ADDRESS
   XXXXXXXX ZZZZZZZZ ZZZZZZZZ
4. ERROR: ON LUN=XXXXXX
   VSAM ERROR RETURN CODE=XXXXXX
   ACTION CODE=XXX
   KEYS (IN HEX)=ZZZZZZZZ, ZZZZZZZZ
   RECORD TYPE=XXX
   SPARE VARIABLE X=XXXXXX
   CALL REQUEST/RETAIN BRANCH
5. SYSTEM ERROR: INVALID XXXXX IN XXXX
   : ILLEGAL XXXXXX
   : OCCURRED IN XXX WHEN CALLING XXXX
   : IN XXXXXX WHEN RUNNING XXXXX
   : RETURNED BY XXXX
   : ERROR IN XXXX
   : XXXX NOT FOUND
   : RECORD DESCRIPTOR HAS XXXXXXX RETURN CODE IS XX
   : PLEASE CALL REQUEST/RETAIN BRANCH
6. ERROR: READING XXXXX
   : INVALID XXXX INDICATOR IN SUBROUTINE XX
   : XXX NOT FOUND ON XXXX FILE
   : XXXXX ERROR-SUBROUTINE XXXXXX
   : SIOXX-FOR KEY XXXXXX AND ACTION XXXX NUMREC=XXXXXXXX
   : ILLEGAL XXXX PASSED TO XXXXXX
   : BAD XXXX IN XXXXXX
   : IN XXXXX - XXXXXX
   : CANNOT FIND XXXX ON XXXXXX
7. FATAL ERROR - XXXXXX
8. SIOXX ERROR: XXXXXX
9. INVALID XXXXX IN SIOXX
10. INVALID VALUE FOR XXXXX IN XXXXXX
11. BAD RETURN FROM XXXX IN XXXXXX
12. PROBLEM WITH XXXX XXXX RECORD
    VALIDATING XXXXXX IN XXXXXX
    READING XXXXXXX
    IN XXXXXX
13. UNABLE TO GET DATA FROM XXXXXX
    VALIDATE XXXX - XXXXXX
    DECODE XX TYPE XXXXXX
14. VSAM ERROR=XXXX ON LUN XXX
15. VMCF ERROR=XXXXXX FOR LUN XXX
16. NO SINK AVAILABLE FOR LUN XXX
17. KEY/RECORD DISAGREE, KEY=XXXXXX RECORD: XXXXX

18. FACTOR XXXXXX NOT IN DATA DICTIONARY (XXXX)
19. LOGIC ERROR: XXXXXX XXXXX
20. XXXXX IS OUT OF RANGE XXXX IS AN INVALID XXXXX FOR COMPONENT (XXXX)
21. THIS OPTION NOT AVAILABLE AT THIS TIME
    ACTION IS XXXX
22. NO XXXXXX FOUND IN XXXXX
23. XXXXXX RECEIVED BY XXXX IS INCORRECT
24. $CTS ERROR IN XXXX ROUTINE

64–10. Operation Errors.

The following list contains possible operation error messages and the corrective action to be taken for each.

Table 64–10A
Possible operation error messages and corrective action

MESSAGE: PROGRAM XXXXX NOT FOUND ON PROGRAM INDEX RECORD, PLEASE NOTIFY SAC **ACTION:** As indicated, notify that the selected program was not found on the program index record.
MESSAGE: ERROR: TEXT MUST END WITH A PERIOD-QUOT **ACTION:** Reenter text and end with a period.

Chapter 65
CQUOTA PROGRAM

Section I
PROGRAM SUMMARY

65–1. Purpose.

CQUOTA is a batch-only program that updates the Quota file. The user may change the following fields on an AIT class record that already exists on the Quota file. Any record updated through CQUOTA will have the fine tuning changed to Annual (ON/Y).

Original quota
Other quota
THRU quota
SP1 quota
SP2 quota
Priority
DLI number
Status codes
SCHED input

The CQUOTA program can be inititiated only by a card deck and is processed overnight in batch mode. Job streams which are submitted for processing must begin their processing within 48 hours of input time. Failure to initiate the jobs through the appropriate autolog sequence (TOC, USAREC, DJOB,…) will result in an automatic and unrecoverable purge of the job stream. In addition, job streams which have been processed and are awaiting downloading through a remote logon, must be downloaded within five days. Failure to obtain these jobs will result in an automatic and costly purge of the job streams. See Appendix A for a description of batch processing.

The CQUOTA and BQUOTA programs cannot be run on the same user ID on the same day.

65–2. Applicability.

The CQUOTA program is accessed by the following user groups:

a. Accession Management Branch
b. KEYSTONE Branch

65–3. Functions.

CQUOTA has an update function only. There must be an existing Class record on the Quota file. CQUOTA cannot be used to "ADD" or "DELETE" records on the Quota file.

Section II
INPUT REQUIREMENTS

65–4. Data Items.

To change the fields of an AIT class record, the CQUOTA program requires the user to enter 2 cards with valid values entered for every field. An invalid value in one of the fields to be updated will result in the whole record being ignored. All the data items are listed in Table 65-1.

65–4A. (Not used.)

(Paragraph not used.)

Section III
PROGRAM OPERATIONS

65–5. Procedures.

Create a card deck as described below to execute the CQUOTA program.

(1) Job start card (See Appendix A).
(2) Program card. Enter CQUOTA in columns 1-6.
(3) Program data cards (See table 65-1).
(4) Off card. Enter OFF in columns 1-3.
(5) Job termination card (See Appendix A).
(6) Disconnect card (See Appendix A).

Table 65–1
CQUOTA Data Card Format — Updates to the Quota file

Field	Columns	Value
Identifier	1	'A'
RECSTA date	3-10	Reception station date in format DD/MM/YY.
MOS	12-15	MOS code
Training type	17	0=formal class 1=train and retain 2=train and pass 3=train and retain/train and pass 4=multi-taught
OSUT	19	*=male OSUT +=female OSUT 'N' or blank=non-OSUT
AIT location	21-28	Blank for training type 0. Unit (AIT location) for training types 1, 2, 3. AIT location for training type 4.
Card number	30	'l'
Original quota	32-35	Original class quota (0-9999)
Other quota	37-40	Quota for other services (0-9999)
Thru quota	42-45	Quota for thru tickets (0-9999)
SP1 quota	47-50	Quota for split 1's (0-9999)
SP2 quota	52-55	Quota for split 2's (0-9999)
Priority	57-58	Class priority (1-9). A blank entry will use the default value as specified on the data dictionary.
DLI number	60-72	DLI class number or blank
SCHED input	74-77	Scheduled input (0-9999)

Note: Thru quota + SP1 quota + SP2 quota must be greater htan 0 if the class is OSUT
The format for card 2 is:
Colums 1-28 must be the same as on card 1.

Table 65–1
CQUOTA Data Card Format — Updates to the Quota file—Continued

Field	Columns	Value
Card number	30	’2’
AIT Date	32-39	AIT Date in format DD/MM/YY.
Follow-on AIT	41-48	Follow-on AIT Date in format DD/MM/YY or blank.
AANPS status	50	3=closed to male and female 2=closed to male 1=closed to female 0=open to both males and females Blank defaults to 0
AAPS status	51	0 - 3
AAIS status	52	0 - 3
AA Retrainee status	53	0 - 3
AR NPS status	57	0 - 3
AR IRN status	58	0 - 3
AR IS status	59	0 - 3
AR SP1 status	60	0 - 3
AR SP2 status	61	0 - 3
AR Retrainee status	62	0 - 3
NG Retrainee status	64	0 - 3
NG NPS status	65	0 - 3
NG IS status	66	0 - 3
NG SP1 status	67	0 - 3
NG SP2 status	68	0 - 3

```
A 03/01/83 12E1 0 *          1   12        12          5
A 03/01/83 12E1 0 *          2 31/12/83 08/04/83          3          3
A 10/01/83 12E1 0 *          1   12        12          5
A 10/01/83 12E1 0 *          2 07/12/83 15/04/83          3          3
A 17/01/83 12E1 0 *          1   12        12          5
A 17/01/83 12E1 0 *          2 14/12/83 22/04/83          3          3
A 24/01/83 12E1 0 *          1   12        12          5
A 24/01/83 12E1 0 *          2 21/12/83 29/04/83          3          3
A 31/01/83 12E1 0 *          1   12        12          5
A 31/01/83 12E1 0 *          2 28/12/83 06/04/83          3          3
A 07/02/83 12E1 0 *          1   12        12          5
A 07/02/83 12E1 0 *          2 04/02/83 13/05/83          3          3
A 14/02/83 12E1 0 *          1   12        12          5
A 14/02/83 12E1 0 *          2 11/02/83 20/05/83          3          3
A 21/02/83 12E1 0 *          1   12        12          5
A 21/02/83 12E1 0 *          2 18/02/83 27/05/83          3          3
A 28/02/83 12E1 0 *          1   12        12          5
A 28/02/83 12E1 0 *          2 25/02/83 03/06/83          3          3
A 07/03/83 12E1 0 *          1   12        12          5
A 07/03/83 12E1 0 *          2 04/03/83 10/06/83          3          3
A 14/03/83 12E1 0 *          1   12        12          5
A 14/03/83 12E1 0 *          2 11/03/83 17/06/83          3          3
A 21/03/83 12E1 0 *          1   12        12          5
A 21/03/83 12E1 0 *          2 18/03/83 24/06/83          3          3
A 28/03/83 12E1 0 *          1   12        12          5
A 28/03/83 12E1 0 *          2 25/03/83 01/07/83          3          3
A 04/04/83 12E1 0 *          1   12        12          5
A 04/04/83 12E1 0 *          2 01/04/83 08/07/83          3          3
A 11/04/83 12E1 0 *          1   12        12          5
A 11/04/83 12E1 0 *          2 08/04/83 15/07/83          3          3
A 18/04/83 12E1 0 *          1   12        12          5
A 18/04/83 12E1 0 *          2 15/04/83 22/07/83          3          3
A 25/04/83 12E1 0 *          1   12        12          5
A 25/04/83 12E1 0 *          2 15/04/83 22/07/83          3          3
A 02/05/83 12E1 0 *          1   12        12          5
A 02/05/83 12E1 0 *          2 29/04/83 05/08/83          3          3
A 09/05/83 12E1 0 *          1   12        12          5
A 09/05/83 12E1 0 *          2 06/05/83 12/08/83          3          3
A 16/05/83 12E1 0 *          1   12        12          5
A 16/05/83 12E1 0 *          2 13/05/83 19/08/83          3          3
A 21/11/83 12C1 0 *          1   19        19   1      5
A 21/11/83 12C1 0 *          2 18/11/83         1133   11313     1313
A 21/11/83 51B1 0 *          1   18        18   1      5
A 21/11/83 51B1 0 *          2 18/11/83         1133   11331     1331
A 28/11/83 51B1 0 *          1   15        15   1      5
A 28/11/83 51B1 0 *          2 25/11/83         1133   11313     1313
A 30/04/84 57E1 0 *          1   23        11       12    5
A 30/04/84 57E1 0 *          2 29/06/84                    3          3
```

Figure 65–1. CQUOTA — Data report sample

```
A CLASS HAS BEEN UPDATED FOR MOS = 97B1 RECSTA=7/3/83 OSUT=N TRAINING TYPE = 0
AIT LOCATION =       REQUEST QUOTA =     7 THRU =     0 SP1 =     0 SP2 =     7

A CLASS HAS BEEN UPDATED FOR MOS=97B1 RECSTA=9/ 5/83 OSUT = N TRAINING TYPE = 0
AIT LOCATION =       REQUEST QUOTA =     8 THRU =     0 SP1 =     0 SP2 =     8

NO RECORD EXISTS FOR INPUT DATA.
THE DATA CARDS ARE IGNORED
A  23/05/83  94B1  4  n  DIX     1     10          10          5
A  23/05/83  94B1  4  N  DIX     2  22/07/83                   33333   3333
DATA CARDS SKIPPED - KEY FIELDS DON'T CORRESPOND :
A  23/05/83  94BD  0  *          1     48     5    19     24    5
A  23/05/83  94BD  0  N          2  20/05/83          1133     33331    3331

DATA CARDS SKIPPED - KEY FIELDS DON'T CORRESPOND :
A  30/05/83  94BD  0  *          1     84     5    41     15    5
A  30/05/83  94BD  0  N          2  27/05/83          1133    33311     3311

NO RECORD EXISTS FOR INPUT DATA.
THE DATA CARDS ARE IGNORED
A  06/06/83  94B1  4  N  DIX     1     10          10          5
A  06/06/83  94B1  4  N  DIX     2  05/08/83                   33333     3333
DATA CARDS SKIPPED - KEY FIELDS DON'T CORRESPOND :
A  06/06/83  94BD  0  *          1     85     5    67     24    5
A  06/06/83  94BD  0  N          2  03/06/83          1133    33311     3311
```

Figure 65–2. CQUOTA ERROR FILE report sample

65–5A. (Not used.)
(Paragraph not used.)

Section IV
OUTPUT DESCRIPTION

65–6. Output.
After the CQUOTA batch job has executed, two reports will be printed the next day on a high speed printer. The first is labeled CQUOTABK data. This is an exact copy of the card input. The second is labeled ERROR FILE. This report is a list of the error and information messages which occurred during the execution of the batch job. The ERROR FILE report should be compared against the CQUOTA DATA report in order to correct the errors in card input. Both CQUOTA DATA and the ERROR FILE are saved on the user's D disk in case there is trouble retrieving the output from the printer. See figure 65-1 for a sample of a CQUOTA report. Operations errors as listed in paragraph 65-7 will be followed by the card input where the errors occurred. See figure 65-2 for a sample of a CQUOTA ERROR report.

65–6A. (Not used.)
(Paragraph not used.)

Section V
ERROR MESSAGES AND CORRECTION PROCEDURES

65–7. System Errors.
The following is a representative list of possible system errors. If any such error messages appear, call the KEYSTONE Branch immediately.

1. Any message which contains one of the following phrases:
   XXXX FILE NOT INCREMENTED
   XXXX FILE NOT DECREMENTED
   XXXX FILE NOT UPDATED
2. Any message which contains one of the following phrases:
   COUNTERS WOULD BECOME NEGATIVE
   UNSUCCESSFUL UPDATE OF XXXXX
   RESERVATIONS WOULD BECOME NEGATIVE
3. **** TRACE BACK ****
   ENTRY POINT ENTRY ADDRESS RETURN ADDRESS
   XXXXXXXX ZZZZZZZZ ZZZZZZZZ
4. ERROR: ON LUN=XXXXXX
   VSAM ERROR RETURN CODE=XXXXXX
   ACTION CODE=XXX
   KEYS (IN HEX)=ZZZZZZZZ, ZZZZZZZZ
   RECORD TYPE=XXX
   SPARE VARIABLE X=XXXXXX
   CALL REQUEST/RETAIN BRANCH
5. SYSTEM ERROR: INVALID XXXXX IN XXXX
   : ILLEGAL XXXXXX
   : OCCURRED IN XXX WHEN CALLING XXXX
   : IN XXXXXX WHEN RUNNING XXXXX
   : RETURNED BY XXXX
   : ERROR IN XXXX
   : XXXX NOT FOUND
   : RECORD DESCRIPTOR HAS XXXXXXX RETURN CODE IS XX
   : PLEASE CALL REQUEST/RETAIN BRANCH
6. ERROR: READING XXXXX
   : INVALID XXXX INDICATOR IN SUBROUTINE XX
   : XXX NOT FOUND ON XXXX FILE
   : XXXXX ERROR-SUBROUTINE XXXXXX
   : SIOXX-FOR KEY XXXXXX AND ACTION XXXX NUMREC=XXXXXXXX
   : ILLEGAL XXXX PASSED TO XXXXXX
   : BAD XXXX IN XXXXXX
   : IN XXXXX - XXXXXX
   : CANNOT FIND XXXX ON XXXXXX
7. FATAL ERROR - XXXXXX
8. SIOXX ERROR: XXXXXX
9. INVALID XXXXX IN SIOXX
10. INVALID VALUE FOR XXXXX IN XXXXXX
11. BAD RETURN FROM XXXX IN XXXXXX
12. PROBLEM WITH XXXX XXXX RECORD
    VALIDATING XXXXXX IN XXXXXX
    READING XXXXXXX
    IN XXXXXX
13. UNABLE TO GET DATA FROM XXXXXX
    VALIDATE XXXX - XXXXXX
    DECODE XX TYPE XXXXXX
14. VSAM ERROR=XXXX ON LUN XXX
15. VMCF ERROR=XXXXXX FOR LUN XXX
16. NO SINK AVAILABLE FOR LUN XXX
17. KEY/RECORD DISAGREE, KEY=XXXXXX RECORD: XXXXX
18. FACTOR XXXXXX NOT IN DATA DICTIONARY (XXXX)
19. LOGIC ERROR: XXXXXX XXXXX
20. XXXXX IS OUT OF RANGE XXXX IS AN INVALID XXXXX FOR COMPONENT (XXXX)
21. THIS OPTION NOT AVAILABLE AT THIS TIME
    ACTION IS XXXX
22. NO XXXXXX FOUND IN XXXXX
23. XXXXXX RECEIVED BY XXXX IS INCORRECT

24. $CTS ERROR IN XXXX ROUTINE

65–8. Operation Errors.

The following list contains possible operation error messages and the corrective action to be taken for each.

The following operations error messages concern the input data on the cards submitted. Each message on the ERROR report is followed by the input card data. The card input should be corrected and the cards re-submitted.

1. ERROR-INVALID RECSTA DATA
2. ERROR-RECSTA DATE MUST BE A MONDAY
3. ERROR-CANNOT DELETE A CLASS ON THE HISTORY PORTION OF THE FILE.
4. ERROR-INVALID MOS CODE: XXXX
5. ERROR-INVALID OSUT INDICATOR: XXXX
6. ERROR-INVALID TRAINING TYPE: XXXX
7. ERROR-AIT LOCATION XXXXXXXX DOES NOT EXIST ON THE LOCATION OF TRAINING FILE.
8. ERROR-INVALID RECORD NUMBER: XXXX
9. ERROR-RECSTA DATE OUTSIDE OF FILE LIMITS
10. ERROR-INVALID AIT DATE
11. ERROR-AIT DATE MUST BE A FRIDAY
12. ERROR-AIT DATE OUT OF RANGE
13. ERROR-INVALID FOLLOW-ON AIT DATE
14. ERROR-FOLLOW-ON AIT DATE MUST BE A FRIDAY
15. ERROR-FOLLOW-ON AIT DATE MUST BE AFTER AIT DATE.
16. ERROR-OSUT INDICATOR INVALID
17. ERROR-TRAINING TYPE INVALID
18. ERROR-XXXX QUOTA INVALID
19. ERROR-INVALID PRIORITY
20. ERROR-INVALID DLI CLASS NUMBER
21. ERROR-INVALID STATUS CODE FOR AA(or AR or NG)
22. AIT DATES 00 NOT MATCH, OLD=XXXXXXX
    NEW=XXXXXXXX
    DATA CARDS IGNORED
23. DATA CARDS SKIPPED-NEED 2 ADD CARDS
24. DATA CARD SKIPPED-DOESN'T HAVE A CORRESPONDING ADD CARD
25. DATA CARDS SKIPPED-KEY FIELDS DON'T CORRESPOND.

The following are information messages which occur during the execution of the CQUOTA program. Each message on the ERROR report is followed by the input card data if necessary.

1. NO RECORD EXISTS FOR INPUT DATA. THE DATA CARDS ARE IGNORED.
2. CLASS RECORD NOT ON QUOTA FILE
3. ERROR-AIT LOCATION NOT ON QUAL FILE
4. ERROR-AIT LOCATION ON QUAL FILE IS NO LONGER ACTIVE. NOTIFY THE REQUEST OFFICE.
5. ERROR-AIT LOCATION NOT ON LOCATION OF TRAINING FILE.
6. ERROR-UNIT NOT ON UNIT DISTRIBUTION FILE
7. ERROR-AIT LOCATION NOT ON QUAL FILE
8. FINE TUNING RECORD FOR MOS XXXX AND FY XX NOT FOUND ON QUALS
9. ERROR-MOS CODE NOT ON QUAL FILE
10. NO DELETIONS ALLOWED IN CQUOTA DATA CARD SKIPPED
11. PROGRAM UPDATING FILE DATA CARDS IGNORED
12. A CLASS HAS BEEN UPDATED FOR MOS=XXXX
    RECSTA=XX/XX/XX OSUT=X TRAINING TYPE=X
    AIT LOCATION=XXXXXXXXX REQUEST QUOTA=XXXX

THRU=XXXX SP1=XXXX SP2=XXXX
13. DURING THIS RUN OF CQUOTA THE FOLLOWING
RECORDS WERE PROCESSED.
NUMBER OF RECORD UPDATED ON QUOTA FILE=XXXXX
14. ANNUAL FINE TUNING RECORD NOT ON QUAL FILE
15. CANNOT COMPUTE CLASS FINE TUNING
PERCENTAGES FOR CLASS WITH 0 REQUEST QUOTA
16. ADD NOT PERFORMED FOR INPUT CARDS.

Chapter 66
JUMP PROGRAM

Section I
PROGRAM SUMMARY

66–1. Purpose.
The JUMP program reports and updates quotas and reservations for a user specified range of Basic Airborne Training (BAT) dates.

66–2. Applicability.
The JUMP program is accessed by the following user groups:

a. KEYSTONE Branch
b. Accession Management Branch
c. TRADOC
e. USAREC: Report mode only
f. Field Users: Report mode only

66–3. Optional features.
The JUMP program has both report and update capabilities. The report function lists the BAT quota and number of reservations for user specified dates. The update function is available only to KEYSTONE Branch, Accession Management Branch, and TRADOC managerial personnel. This function allows the user to change the capacity and number of reservations for a specific BAT class.

Section II
INPUT REQUIREMENTS

66–4. Data items.
The JUMP program requires the user to enter the following data items:

a. Start date. Enter the earliest BAT date to be reported in DD/MM/YY format, including the slashes. If no starting date is entered, JUMP includes all BAT dates up to and including the specified end date. If the date entered is not a Friday, JUMP internally changes it to the Friday following the specified date.

b. End date. Enter the latest BAT date to be included in the report in DD/MM/YY format, including the slashes. If no end date is entered, only the specified starting date is included in the report. If the date entered is not a Friday, JUMP internally changes it to the Friday following the specified date.

66–4A. (Not used.)
(Paragraph not used.)

Section III
PROGRAM OPERATION

66–5. Initiation.
After completing the sign-on procedures described in Appendix B, the system prints the following message:

ENTER PROGRAM NAME, “LIST” OR “OFF”:

The user enters JUMP and depresses the carriage return key. The program is now ready to communicate with the user.

66–6. Report procedures.

Follow the procedures below to obtain a JUMP report. See figure 66-1 for a sample run.

Table 66–6A
Procedures to obtain a JUMP report

JUMP: BAT WEEKLY CLASS QUOTA REPORT AND UPDATE PROGRAM
START WEEK ON FILE DD/MM/YY
END WEEK ON FILE DD/MM/YY
REPORT OR END?

USER:
1. USAREC and Field users receive this prompt since they have the capability only to obtain a report of the current BAT quotas and reservations. Managers, however, have the additional capability to update the BAT data file. When JUMP determines that the user has a valid managerial ID, the prompt is modified to include the UPDATE option. The procedures outlined in paragraph 66-7 may be used by management users to update the BAT data file.
2. Enter R to obtain a report of the current BAT quotas and reservations.
3. Depress the carriage return key.

JUMP: START DATE/END DATE

USER:
1. Enter the desired range of BAT dates in DD/MM/YY format, including the slashes, under the corresponding data item title.
2. Depress the carriage return key.

JUMP: Prints the BAT quota and reservation report and repeats the initial prompt:
REPORT OR END?

USER:
1. Enter R to obtain another report, or enter E to terminate the program.
2. Depress the carriage return key.

```
BAT WEEKLY CLASS QUOTA REPORT AND UPDATE PROGRAM
     START WEEK ON FILE  30/4/82
     END WEEK ON FILE    23/3/84

REPORT OR END?  R

START DATE/END DATE
 10/12/82   5/1/83

  10/12/82   17/12/82   24/12/82  31/12/82   07/01/83
  ORI/ RES   ORI/ RES   ORI/ RES  ORI/ RES   ORI/ RES
   14   14    23   22     5    0    0    0   294  286
REPORT OR END? E
```

Figure 66–1. Sample JUMP run using the REPORT option

66–7. Update procedures.

Follow the procedures below to update the data file of BAT quotas and reservations. See figure 66-2 for a sample run. Note: only management users may use the JUMP Update function.

Table 66–7A
Procedures to update the data file of BAT quotas and reservations

JUMP: BAT WEEKLY CLASS QUOTA REPORT AND UPDATE PROGRAM
START WEEK ON FILE DD/MM/YY
END WEEK ON FILE DD/MM/YY
REPORT, UPDATE, END?

USER:
1. Enter U to initiate the update function.
2. Depress the carriage return key.

JUMP: START DATE/END DATE

USER:
1. Enter the desired range of BAT dates in DD/MM/YY format, including the slashes, directly under the corresponding data item title.
2. Depress the carriage return key.

JUMP: Prints the current quota and number of reservations for each specified date.

```
DD/MM/YY     DD/MM/YY     DD/MM/YY
ORI/RES      ORI/RES      ORI/RES
XXX XXX      XXX XXX      XXX XXX
/     /      /     /      /     /
```

USER:
1. Enter the new values directly under the quota or reservations to be changed.
2. Depress the carriage return key.

JUMP: REPORT, UPDATE, END?

USER:
1. Enter R to obtain a report of the revised BAT quotas and reservations; enter U to reupdate the data file.
2. Enter E to terminate the program.
3. Depress the carriage return key.

```
BAT WEEKLY CLASS QUOTA REPORT AND UPDATE PROGRAM
    START WEEK ON FILE 30/04/82
    END WEEK ON FILE   23/03/83

REPORT, UPDATE, END?  U

START DATE/END DATE
 7/1/83      4/2/83

   7/ 1/83     14/ 1/83     21/ 1/83     28/ 1/83     4/ 2/83
 ORI/ RES    ORI/ RES     ORI/ RES     ORI/ RES     ORI/ RES
 397  210    397  189     392  230     392  270     397  218
/   /     /     /     /     /     /     /     /     /     /     /
      260         220     395  218     397  275     225  302
REPORT, UPDATE, END?  E
```

Figure 66–2. JUMP run using the UPDATE option

Section IV
OUTPUT DESCRIPTION

66–8. Output.

JUMP provides a report of BAT quotas and reservations using the terms defined below:

a. ORI. The original quota of BAT reservations allowed for the specified date.

b. RES. The number of BAT reservations made for the specified date.

66–8A. (Not used.)

(Paragraph not used.)

Section V
ERROR MESSAGES AND CORRECTION PROCEDURES

66–9. System Errors.

The following is a representative list of possible system errors. If any such error messages appear, call the KEYSTONE Branch immediately.

1. Any message which contains one of the following phrases:
   XXXX FILE NOT INCREMENTED
   XXXX FILE NOT DECREMENTED
   XXXX FILE NOT UPDATED
2. Any message which contains one of the following phrases:
   COUNTERS WOULD BECOME NEGATIVE
   UNSUCCESSFUL UPDATE OF XXXXX
   RESERVATIONS WOULD BECOME NEGATIVE
3. **** TRACE BACK ****
   ENTRY POINT ENTRY ADDRESS RETURN ADDRESS
   XXXXXXXX ZZZZZZZZ ZZZZZZZZ
4. ERROR: ON LUN=XXXXXX
   VSAM ERROR RETURN CODE=XXXXXX
   ACTION CODE=XXX
   KEYS (IN HEX)=ZZZZZZZZ, ZZZZZZZZ
   RECORD TYPE=XXX
   SPARE VARIABLE X=XXXXXX
   CALL KEYSTONE BRANCH
5. SYSTEM ERROR: INVALID XXXXX IN XXXX
   : ILLEGAL XXXXXX
   : OCCURRED IN XXX WHEN CALLING XXXX
   : IN XXXXXX WHEN RUNNING XXXXX
   : RETURNED BY XXXX
   : ERROR IN XXXX
   : XXXX NOT FOUND
   : RECORD DESCRIPTOR HAS XXXXXXX RETURN CODE IS XX
   : PLEASE CALL KEYSTONE BRANCH
6. ERROR: READING XXXXX
   : INVALID XXXX INDICATOR IN SUBROUTINE XX
   : XXX NOT FOUND ON XXXX FILE
   : XXXXX ERROR-SUBROUTINE XXXXXX
   : SIOXX-FOR KEY XXXXXX AND ACTION XXXX NUMREC=XXXXXXXX
   : ILLEGAL XXXX PASSED TO XXXXXX
   : BAD XXXX IN XXXXXX
   : IN XXXXX - XXXXXX
   : CANNOT FIND XXXX ON XXXXXX
7. FATAL ERROR - XXXXXX
8. SIOXX ERROR: XXXXXX
9. INVALID XXXXX IN SIOXX
10. INVALID VALUE FOR XXXXX IN XXXXXX

11. BAD RETURN FROM XXXX IN XXXXXX
12. PROBLEM WITH XXXX XXXX RECORD
    VALIDATING XXXXXX IN XXXXXX
    READING XXXXXXX
    IN XXXXXX
13. UNABLE TO GET DATA FROM XXXXXX
    VALIDATE XXXX - XXXXXX
    DECODE XX TYPE XXXXXX
14. VSAM ERROR=XXXX ON LUN XXX
15. VMCF ERROR=XXXXXX FOR LUN XXX
16. NO SINK AVAILABLE FOR LUN XXX
17. KEY/RECORD DISAGREE, KEY=XXXXXX RECORD: XXXXX
18. FACTOR XXXXXX NOT IN DATA DICTIONARY (XXXX)
19. LOGIC ERROR: XXXXXX XXXXX
20. XXXXX IS OUT OF RANGE XXXX IS AN INVALID XXXXX FOR COMPONENT (XXXX)
21. THIS OPTION NOT AVAILABLE AT THIS TIME
    ACTION IS XXXX
22. NO XXXXXX FOUND IN XXXXX
23. XXXXXX RECEIVED BY XXXX IS INCORRECT
24. $CTS ERROR IN XXXX ROUTINE

66–10. Operation Errors.

The following list contains possible operation errors and the corrective action to be taken for each.

Table 66–10A
Possible operation errors and the corrective action to be taken for each

MESSAGE: NEGATIVE NUMBERS NOT PERMITTED—— CHANGING – _____ TO 0 **ACTION:** The user has entered a negative number. Negative numbers are invalid and the entry is changed to 0.
MESSAGE: MAXIMUM NUMBER PERMITTED IS _____ —— CHANGING _____ TO _____ **ACTION:** The quota or reservation entered by the update user is greater than the allowable maximum. The entry is changed to the maximum shown in the message.
MESSAGE: UPDATE NOT AVAILABLE TO THIS ID **ACTION:** Only management users can update the BAT data file. JUMP repeats the REPORT OR END? prompt; the user should enter R to obtain a report or E to terminate the program.

Chapter 67
NEWQTA PROGRAM

Section I
PROGRAM SUMMARY

67–1. Purpose.

The NEWQTA program provides varied, in-depth reports of quota and reservation information. These reports include the number of unfilled seats, the number of available seats, and the number of seats available through the sharing window. They also report the status of the fine tuning window. The NEWQTA program can be utilized as a quotas report tool for management users. Management users have the choice of using the interactive report mode that is available to all users, or to have the reports dumped onto tape. In addition, NEWQTA can be used to download the TSPACE files onto a floppy disk for FOCUS applications when the user is at an IBM PC-AMB02 or KEY02 Manager's Workstation, as opposed to a regular REQUEST terminal.

67–2. Applicability.

The NEWQTA program is accessed by the following user groups:

a. KEYSTONE Branch
b. Accession Management Branch

c. USAREC
d. TRADOC
e. FORSCOM

67–3. Options.

NEWQTA generates an interactive report for all users. Management users have the option of submitting a tape dump by deferred (overnight) batch or of downloading TSPACE quota and reservation data to the PC (personal computer) for FOCUS applications.

The interactive report can be tailored as follows:

a. Report broken down by component, type, or sex.
b. Report covering all components or a specific component.
c. Report consisting of totals or include details.
d. Report by AIT date or RECSTA date.
e. Report covering a date range specified by the user.
f. Report covering an MOS, a list of MOSs, a range of MOSs, all MOSs, a CMF, a Staff ID, or a Skill Cluster, to be specified by the user.

The TSPACE Download, which is run only on the IBM PC-AMBO2, Manager's Workstation, can be tailored as follows:

a. The user can select AIT or RECSTA dates.

b. The user can select a single MOS, a list of MOSs, a range of MOSs, all MOSs, a CMF, a staff ID, or a skill cluster.

Note: No hard copy report of a TSPACE download will be generated.

The tape dump can be tailored only in regard to a RECSTA date range. This is submitted deferred batch, destined for a specified remote location.

Section II
INPUT REQUIREMENTS

67–4. Data Items.

NEWQTA requires the user to enter the items described below.

a. Start Date. Enter the first date, in DD/MM/YY format, to be covered in the report. If this space is left blank, the report will begin with the first date or file.

b. End Date. Enter the final date, in DD/MM/YY format to be covered in the report. If this space if left blank, NEWQTA will report only for the start date entered.

c. MOS. Enter a valid four-character Military Occupational specialty code.

d. CMF. Enter a valid two-digit career management field code.

e. Skill Cluster. Enter a valid two-character Skill Cluster.

f. Staff ID. Enter a valid staff ID from one to ten.

67–4A. (Not used.)

(Paragraph not used.)

Section III
PROGRAM OPERATION

67–5. Initiation Procedures.

After completing the sign-on procedures described in Appendix B, the system prints the following message:

ENTER PROGRAM NAME, "LIST" OR "OFF"

The user enters NEWQTA and depresses the carriage return key. The program is now ready to communicate with the user.

67–6. General procedures.

Follow the procedures below to generate an interactive report, to download TSPACE data for FOCUS applications, or to submit a batch job to dump outputs on to tape. See figures 67-1, 67-2, 67-3, and 67-4 for samples.

Table 67–6A
Procedures to generate an interactive report, to download TSPACE data for FOCUS applications, or to submit a batch job to dump outputs on to tape

NEWQTA: ENTER SELECTION, DISPLAY MENU (D) OR END (E)
USER:
1. To execute an interactive report, enter 1. The processing will go to paragraph 67-7.
2. To execute the TSPACE Download, enter 2. The processing will go to paragraph 67-8.
3. To submit a tape dump, enter 3. NEWQTA will go to paragraph 67-9.
4. To obtain a list of the three modes of operation, enter D. The program will display:
   NEWQTA REPORT:
   1) INTERACTIVE REPORT
   2) TSPACE DOWNLOAD
   3) TAPE DUMP SUBMIT
   and the prompt will be repeated.
5. To exit the program, enter E.
6. Depress the carriage return key.

67–7. Procedures to generate an interactive NEWQTA report:

Table 67–7A
Procedures to generate an interactive NEWQTA report

NEWQTA: REPORT BY COMPONENT (C), TYPE (T), SEX (S), INFORMATION (I), OR END (E)?
USER:
1. Enter C to report quota information broken down by Army components. NEWQTA will skip the next prompt.
2. Enter T to report quota information broken down by enlistment type. NEWQTA will proceed to the next prompt.
3. Enter S to report quota information broken down by sex. NEWQTA will proceed to the next prompt.
4. Enter I to view an information module concerning the NEWQTA program. NEWQTA will repeat the prompt.
5. Enter E to terminate the program.
6. Depress the carriage return key.

NEWQTA: ALL COMPONENTS (C), AA (A), AR (R), NG (G)OR END (E)?
USER:
1. Enter C to report for all components.
2. Enter A to report for the Active Army.
3. Enter R to report for the Army Reserve.
4. Enter G to report for the National Guard.
5. Enter E to terminate the program.
6. Depress the carriage return key.

NEWQTA: TOTALS (T), OR DETAIL REPORT (D)?
USER:
1. Enter T to generate a report of totals only or enter D to produce a detailed report.
2. Depress the carriage return key.

NEWQTA: REPORT BY AIT DATE (A), RECSTA DATE (R) OR END (E)?
USER:
1. Enter A to report by AIT date or enter R to report by RECSTA date. NEWQTA will go to the next prompt.
2. Enter E to terminate the program.
3. Depress the carriage return key.

NEWQTA: ENTER (RECSTA OR AIT) DATES OR END (E):
   START END
   DD/MM/YY DD/MM/YY
USER:
1. Enter the start and end dates, in DD/MM/YY format, under the data item titles. These dates determine the time span covered by the report.
2. Enter E to terminate the program.

Table 67–7A
Procedures to generate an interactive NEWQTA report—Continued

3. Depress the carriage return key.

NEWQTA: ONE MOS (M), A LIST OF MOS CODES (L), A RANGE OR MOS CODES (R), ALL MOS CODES (A), ONE CMF (C), ONE STAFF ID (I), ONE SKILL CLUSTER (S), OR END (E).
USER: Enter the desired option, depress the carriage return key, and see table 67-1 for MOS specification prompts. Proceed to the next prompt after processing the option.

NEWQTA: Will print the desired report and return to the initial prompt at the top of paragraph 67-1.
USER: N/A

67–8. Procedures for Downloading from TSPACE.

The instructions for TSPACE Download can be found in chapter 54 of the REQUEST Active Army User Manual, FOCUS-NEWQTA DOWNLOAD. NOTE: This function cannot be performed on a REQUEST terminal, but must be done on an IBM PC, AMB02 or KEY02 Manager's Workstation.

67–9. Procedures for causing the submission of a NEWQTA tape dump:

Table 67–9A
Procedures for causing the submission of a NEWQTA tape dump

NEWQTA: ENTER RECSTA DATES OR END (E)
START END
MM/YR MM/YR (2 DIGITS)
USER:
1. To submit a tape dump, enter the start and end RECSTA dates according to the format provided. NEWQTA will go on to the next prompt.
2. To terminate the program, enter E.
3. Depress the carriage return key.

NEWQTA: TAPE 'XXXXXX' ALLOCATED.
THE TAPE # IS XXXXXX
SEND OUTPUT TO SAC (1), SCHOOLS BRANCH (2), USAREC (3), OR
FORSCOM (4), VETRO (5), VETRO (6), VETRO (7), VETRO (8),
VETRO (9), VETRO (10), BCS LASER (12)?
USER:
1. Enter the number corresponding to the desired destination of the tape. The program will print a transmission message and then end.
2. Depress the carriage return key.

Table 67–1
NEWQTA MOS specification procedures for the Interactive Report and TSPACE Download selections

	PROMPT/MESSAGE	RESPONSE	NEXT PROMPT
1.	ONE MOS(M), A LIST OF MOS CODES(L), A RANGE OF MOS CODES(R), ONE CMF(C), ONE CMF(C), ONE STAFF ID(I), ONE SKILL CLUSTER(S), OF END(E)	1. To generate a report for one MOS code, enter M.	2
		2. To generate a report for a list of MOS codes, enter L.	3
		3. To generate a report for a range of MOSs, enter R.	5
		4. To generate a report for the MOS codes within a CMF, enter C.	6
		5. To generate a report for the MOSs within a staff ID, enter I.	7
		6. To generate a report for the MOSs within a skill cluster, enter S.	8
		7. To exit the program without further processing, enter E.	
		8. Depress the carriage return key.	
2.	ENTER MOS:	Enter the desired MOS code and depress the carriage return key. Return to the General Procedures.	

Table 67–1
NEWQTA MOS specification procedures for the Interactive Report and TSPACE Download selections—Continued

	PROMPT/MESSAGE	RESPONSE	NEXT PROMPT
3.	ENTER MOS CODES BETWEEN SLASHES	Enter the desired MOSs between the slashes and depress the carriage return key.	4
4.	ENTER MORE MOS CODES (Y OR N)?	1. 1. If more MOSs are desired, enter Y. 2. If no more MOSs are desired, enter N. Return to the General Procedures. 3. Depress the carriage return key.	3
5.	START MOS/END MOS	Enter the start and end MOS codes for the range of MOSs to be reported and depress the carriage return key. Return to the General Procedures.	
6.	ENTER CMF:	Enter the desired CMF and depress the carriage reutrn key. Return to General Procedures.	
7.	ENTER STAFF ID:	Enter the desired staff ID and depress the carriage return key. Return to the General Procedures.	
8.	ENTER SKELL CLUSTER:	Enter the desired skill cluster and depress the carriage return key. Return to the General Procedures.	

```
ENTER SELECTION, DISPLAY MENU (D) OR END(E):
D
NEWQTA REPORT:
    1)   INTERACTIVE REPORT
    2)   TSPACE DOWNLOAD
    3)   TAPE DUMP SUBMIT
ENTER SELECTION, DISPLAY MENU (D) OR END (E):
3
  ENTER RECSTA DATES OR END (E)
START   END
MM/YR   MM/YR (2 DIGITS)
06/83   07/83
TAPE /W65558/ ALLOCATED.
THE TAPE # IS W65558
SEND OUTPUT TO SAC (1), SCHOOLS BRANCH (2), USAREC (3), OR FORSCOM (4), VETRO
(5), VETRO (6), VETRO (7), VETRO (8) VETRO (9), VETRO (10), VETRO (11), OR BSC
LASER (12)?
1
RUN FILE XXXX TO UZKXXX COPY 001 NOHOLD
R;
```

Figure 67–1. NEWQTA output dump on to tape with report by sex, all components, totals, RECSTA dates and all MOSs

```
REPORT BY COMPONENT (C), TYPE (T), SEX (S), INFORMATION (I), OR END (E)? C

TOTAL (T), OR DETAIL REPORT (D)? D

REPORT BY AIT DATE (A), RECSTA DATE (R) OR END (E)? A

ENTER AIT DATES OR END (E):
  START    END
DD/MM/YY DD/MM/YY
 10/12/82
ONE MOS (M), A LIST OF MOS CODES (L), A RANGE OF MOS CODES (R), ALL MOS CODES
(A), ONE CMF (C), ONE STAFF ID (I), ONE SKILL CLUSTER (S), OR END (E)  M
ENTER MOS:
 11B1
MOS   RECSTA DATE AIT DATE
11B1  11/10/82    10/12/82
                                   RQST OTHER TOTAL
       QUOTA RESEV UNFIL AVAIL QUOTA QUOTA UNFIL   SHAR
                                  20     0     6      0
 AA        0     4     0     6
 AR        0     0     0     0
 NG        0     0     0     0
ALL        0     4     0     6

MOS   RECSTA DATE AIT DATE
11B1  13/12/82    10/12/82
                                   RQST OTHER TOTAL
       QUOTA RESEV UNFIL AVAIL QUOTA QUOTA UNFIL   SHAR
                                 272     0   267      0
 AA        0     4     0     6
 AR       49     3    46   267
 NG      220     5   218   267
ALL      269     5   264   267

GRAND TOTALS
AIT DATE RANGE
10/12/82 - 10/12/82
MOS - 11B1
                                   RQST OTHER TOTAL
       QUOTA RESEV UNFIL AVAIL QUOTA QUOTA UNFIL   SHAR
                                 282     0   273      0
 AA        0     4     0     6
 AR       49     3    46   267
 NG      220     2   218   267
ALL      269     9   264   273

 RQST QUOTA:  282 UNFIL:  273 OTHR QUOTA:     0 SHAR:     0


 REPORT BY COMPONENT (C), TYPE (T), SEX (S), INFORMATION, OR END (E)? E
```

Figure 67–2. NEWQTA detailed report by component sample

```
REPORT BY COMPONENT (C), TYPE (T), SEX (S), INFORMATION (I), OR END (E)? S

ALL COMPONENTS (C), AA (A), AR (R), NG (G) OR END (E)? A

TOTAL (T), OR DETAIL REPORT (D)? T

REPORT BY AIT DATE (A), RECSTA DATE (R) OR END (E)? R

ENTER RECSTA DATES OR END (E):
  START     END
DD/YY/MM DD/MM/YY
 13/12/82

ONE MOS (M), A LIST OF MOS CODES (L), A RANGE OF MOS CODES (R), ALL MOS CODES
(A), ONE CMF (C), ONE STAFF ID (I), ONE SKILL CLUSTER (S), OR END (E)  M
ENTER MOS:
 11B1
GRAND TOTAL
RECSTA DATE RANGE
13/12/82 - 13/12/82
MOS - 11B1
                  AA
     QUOTA RESER UNFIL AVAIL
-----------MALES-------------
 NPS    49    3     46   267
 PS      0    0      0     0
 IS     49    0     46   267
 RET     0    0      0     0
---------FEMALES------------
 NPS     0    0      0     0
 PS      0    0      0     0
 IS      0    0      0     0
 RET     0    0      0     0
-----------TOTAL-------------
 NPS    49    3     46   267
 PS      0    0      0     0
 IS     49    0     46   267
 RET     0    0      0     0
 RQST QUOTA:  282 UNFIL:  277 OTHR QUOTA:     0 SHAR:     0

REPORT BY COMPONENT (C), TYPE (T), SEX (S), INFORMATION (I), OR END (E)? E
```

Figure 67–3. NEWQTA detailed report by sex sample

```
REPORT BY COMPONENT (C), TYPE (T), SEX (S), INFORMATION (I), OR END (E)? T

ALL COMPONENTS (C), AA (A), AR (R), NG (G) OR END (E)? R

TOTALS (T), OR DETAIL REPORT (D)? T

REPORT BY AIT DATE (A), RECSTA DATE (R) OR END (E)? R

ENTER RECSTA DATES OR END (E):
  START    END
DD/MM/YY DD/MM/YY
13/12/82
ONE MOS (M), A LIST OF MOS CODES (L), A RANGE OF MOS CODES (R), ALL MOS CODES
(A), ONE CMF (C), ONE STAFF ID (I), ONE SKILL CLUSTER (S), OR END (E) M
ENTER MOS:
11B1
GRAND TOTALS
RECSTA DATE RANGE
13/12/82 - 13/12/82
MOS - 11B1

                AR
     QUOTA RESER UNFIL AVAIL
NPS     49     3    46   267
IS       0     0     0     0
IRN     49     0    46   267
SP1      0     0     0     0
SP2      0     0     0     0
CMP      0     0     0     0
RQST QUOTA:  282 UNFIL:  277 OTHR QUOTA:     0 SHAR:     0

REPORT BY COMPONENT (C), TYPE (T), SEX (S), INFORMATION (I), OR END (E)? E
```

Figure 67–4. NEWQTA Totals report by type sample

Section IV
OUTPUT DESCRIPTION

67–10. Output.

NEWQTA provides output in the form of quotas reports. Table 67-2 describes the items in these reports. The Information module available through the first prompt in this program provides an in-depth discussion of the AVAIL column including a description of the Fine Tuning Window, Sharing Window, and Status code.

Table 67–2
NEWQTA output description

Field Name	Field Label	Content Description
Quota	QUOTA	The training quota for the given MOS and the enlistment type or component.
Reservations	RESER	The number of reservations made for the MOS and enlistment type or component.
Unfilled seats	UNFIL	The number of unfilled training seats for the given component or enlistment type.

Table 67–2
NEWQTA output description—Continued

Field Name	Field Label	Content Description
Available seats	AVAIL	The total number of seats available to the componnents or enlistment type given. This takes into account seats available through an open Sharing Window. See the Information module.
Active Army	AA	Report data for the Active Army.
Army Reserve	AR	Report data for the Army Reserve.
National Guard	NG	Report data for the National Guard.
Non-Prior Service	NPS	Report data for the Non-Prior Service enlistment type.
Prior Service	PS	Report data for the Prior Service enlistment type.
In-service	IS	Report data for the In-service enlistment type.
Retrain	RET	Report data for the Retain enlistment type.
Individual Ready Reserve, Non-Prior Service	IRV	Non prior service enlistments into the Individual Ready Reserve.
Split Training Type 1	SP1	Report data for the Split Training type 1 enlistment type.
Split Training Type 2	SP2	Report data for the Split Training type 2 enlistment type.
Component Quota	CMP	Component quota allocated.
Request Quota	RQST QUOTA	The quota for the entire Request system for the given MOS and date.
Total Unfilled Seats	TOTAL UNFIL	The total number of unfilled spaces for the given MOS and date.
Other Quota	OTHR QUOTA	The quota for any seats not assigned to the Active Army, Army Reserve, or National Guard.
Sharing Window	SHAR	The number of seats available through the sharing window.
Fine Tuning Window Indicator	FTW	Indicates whether the Fine Tuning WIndow is open (YES) or closed (NO).

67–10A. (Not used.)

(Paragraph not used.)

Section V
ERROR MESSAGES AND CORRECTION PROCEDURES

67–11. System Errors.

The following is a representative list of possible system errors. If any such error messages appear, call the KEYSTONE Branch immediately.

1. Any message which contains one of the following phrases:
   XXXX FILE NOT INCREMENTED
   XXXX FILE NOT DECREMENTED
   XXXX FILE NOT UPDATED
2. Any message which contains one of the following phrases:
   COUNTERS WOULD BECOME NEGATIVE
   UNSUCCESSFUL UPDATE OF XXXXX
   RESERVATIONS WOULD BECOME NEGATIVE
3. **** TRACE BACK ****
   ENTRY POINT ENTRY ADDRESS RETURN ADDRESS
   XXXXXXXX ZZZZZZZZ ZZZZZZZZ
4. ERROR: ON LUN=XXXXXX
   VSAM ERROR RETURN CODE=XXXXXX
   ACTION CODE=XXX
   KEYS (IN HEX)=ZZZZZZZZ, ZZZZZZZZ
   RECORD TYPE=XXX
   SPARE VARIABLE X=XXXXXX
   CALL KEYSTONE BRANCH

5. SYSTEM ERROR: INVALID XXXXX IN XXXX
: ILLEGAL XXXXXX
: OCCURRED IN XXX WHEN CALLING XXXX
: IN XXXXXX WHEN RUNNING XXXXX
: RETURNED BY XXXX
: ERROR IN XXXX
: XXXX NOT FOUND
: RECORD DESCRIPTOR HAS XXXXXXX RETURN CODE IS XX
: PLEASE CALL KEYSTONE BRANCH
6. ERROR: READING XXXXX
: INVALID XXXX INDICATOR IN SUBROUTINE XX
: XXX NOT FOUND ON XXXX FILE
: XXXXX ERROR-SUBROUTINE XXXXXX
: SIOXX-FOR KEY XXXXXX AND ACTION XXXX NUMREC=XXXXXXXX
: ILLEGAL XXXX PASSED TO XXXXXX
: BAD XXXX IN XXXXXX
: IN XXXXX - XXXXXX
: CANNOT FIND XXXX ON XXXXXX
7. FATAL ERROR - XXXXXX
8. SIOXX ERROR: XXXXXX
9. INVALID XXXXX IN SIOXX
10. INVALID VALUE FOR XXXXX IN XXXXXX
11. BAD RETURN FROM XXXX IN XXXXXX
12. PROBLEM WITH XXXX XXXX RECORD
VALIDATING XXXXXX IN XXXXXX
READING XXXXXXX
IN XXXXXX
13. UNABLE TO GET DATA FROM XXXXXX
VALIDATE XXXX - XXXXXX
DECODE XX TYPE XXXXXX
14. VSAM ERROR=XXXX ON LUN XXX
15. VMCF ERROR=XXXXXX FOR LUN XXX
16. NO SINK AVAILABLE FOR LUN XXX
17. KEY/RECORD DISAGREE, KEY=XXXXXX RECORD: XXXXX
18. FACTOR XXXXXX NOT IN DATA DICTIONARY (XXXX)
19. LOGIC ERROR: XXXXXX XXXXX
20. XXXXX IS OUT OF RANGE XXXX IS AN INVALID XXXXX FOR COMPONENT (XXXX)
21. THIS OPTION NOT AVAILABLE AT THIS TIME
ACTION IS XXXX
22. NO XXXXXX FOUND IN XXXXX
23. XXXXXX RECEIVED BY XXXX IS INCORRECT
24. $CTS ERROR IN XXXX ROUTINE

67–12. Operation Errors.

The following list contains possible operation error messages and the corrective action to be taken for each.

Table 67–12A
List of possible operation error messages and the corrective action to be taken for each

MESSAGE: AIT DATE RANGE MUST BE BETWEEN DD/MM/YY and DD/YY/YY
ACTION: The user entered a date outside of the valid range. Re-enter a valid date.

MESSAGE: RECSTA DATE MUST BE BETWEEN DD/MM/YY and DD/MM/YY
ACTION: The user has entered a date outside of the valid range. Re-enter a valid date.

MESSAGE: MOS XXXX IS NOT ON THE QUOTA FILE
ACTION: The user entered an invalid MOS. Re-enter a valid MOS.

MESSAGE: INVALID RESPONSE
ACTION: Re-enter valid data.

Table 67–12A
List of possible operation error messages and the corrective action to be taken for each—Continued

MESSAGE: INVALID DAY **ACTION:** Re-enter a valid day.
MESSAGE: INVALID MONTH **ACTION:** Re-enter a valid month.
MESSAGE: INVALID YEAR **ACTION:** Re-enter a valid year
MESSAGE: AIT MUST BE A FRIDAY (DD/MM/YY Is XXXX) **ACTION:** Re-enter a valid AIT date.
MESSAGE: END DATE MAY NOT BE BEFORE START DATE **ACTION:** Re-enter the dates in the correct order.

Chapter 68
AMDE PROGRAM

Section I
PROGRAM SUMMARY

68–1. Purpose.
The AMDE program allows certain users to edit the data files which will be used as input for the BQUOTA program. In addition, AMDE enables the user to obtain a printed listing of the data file, or to transfer the data to the Master file. When the program is run from the Master User ID, the user may edit and/or print any of the AMDE data files. Otherwise, AMDE accesses the data file corresponding to the user's ID.

68–2. Applicability.
The AMDE program is accessed by the following user groups:

a. KEYSTONE Branch

b. Accessions Management Branch

68–3. Functions.
AMDE has three functions. These include:

a. Edit. The primary function of the AMDE program is to enable the user to edit the data files which will be used as input for the BQUOTA program. The commands used to edit the data files are outlined in the AMDE HELP module. This module is illustrated in figure 68-1.

b. Print. After completing the editing session, the user may elect to have the data file printed at a high-speed remote printer. If so, AMDE prompts the user to enter the desired header for the print file. In addition, AIDE prints a second header consisting of the user's ID and the name of the data file.

c. Transfer. Once the data file has been finalized and checked for accuracy, it may be transferred to the corresponding Master file. The Master file may then be edited from the Master User ID before being submitted as input for the BQUOTA program.

```
INPUT            INPUT UNTIL A BLANK LINE IS ENTERED,
                 INSERTING FOLLOWING THE CURRENT POINTER.

DUP              FROM INPUT MODE, DUPLICATE COLUMNS 1 - 20 OF
                 PREVIOUS LINE ONTO CURRENT LINE.
                 NOTE:  DUPLICATION WILL NOT BE SEEN UNTIL THE
                 LINE IS TYPED.

TOP              SET POSITION TO TOP OF FILE.

BOTTOM           SET POSITION TO BOTTOM OF FILE.

UP N             SET POSITION UP N LINES FROM CURRENT.

DOWN N           SET POSITION DOWN N LINES FROM CURRENT.

TYPE N           TYPE N LINES OF FILE AND
                 SET POSITION TO LAST LINE TYPED.

DELETE N         DELETE N LINES STARTING AT CURRENT.

CHANGE/S1/S2/    SUBSTITUTE S2 FOR S1 IN THE CURRENT LINE.
```

Figure 68–1. AMDE Data File Editing Commands

Section II
INPUT REQUIREMENTS

68–4. Data Items.

AMDE requires the user to enter data in the format described in table 68-1 when editing the AMDE data files.

Table 68–1
AMDE Data File Card Format

	Field	Columns	Value
Two cards are needed to add a class to the Quota file. The format for card 1 is:			
1.	Identifier	1	'A'
2.	RECSTA date	3-10	Reception station date in format
3.	MOS	12-15	MOS code
4.	Training Type	17	0=formal class 1=train and retrain 2=train and pass 3=train and retrain/train and pass 4=multi-taught
5.	OSUT	19	*=male OSUT +=female OSUT 'N'or blank=non-OSUT
6.	AIT location	21-28	Blank for training type 0. Unit (AIT location) for trianing types 1, 2, 3. AIT location for training type 4.
7.	Card number	30	'1'

Table 68–1
AMDE Data File Card Format—Continued

	Field	Columns	Value
8.	Original quota	32-35	Original class quota (0-9999)
9.	Other quota	37-40	Quota for other services (0-9999)
10.	Thru quota	42-45	Quota for thru tickets (0-9999)
11.	SP1 quota	47-50	Quota for split 1's
12.	SP2 quota	52-55	Quota for split 2's
13.	Priority	57-58	Class priority (1-9). A blank entry will use the default value as specified on the data dictionary.
14.	DLI number	60-72	DLI class number or blank
15.	SCHED input	74-77	Scheduled input (0-9999)
Note: Thru quota + SP1 quota + SP2 quota must be greater than 0 if the class is OSUT. The format for card 2 is:			
1-6.		1-28	These columns must be the same as those used on card 1.
7.	Card number	30	'2'
8.	AIT Date	32-39	AIT date in format DD/MM/YY.
9.	Folow-on AIT	41-48	Follow-on AIT date in format DD/MM/YY or blank.
10.	AANPS status	50	3=closed to male and female 2=closed to male 1=closed to female 0=open to both males and females Blank defaults to 0
11.	AAPS status	51	0 - 3
12.	AAIS status	52	0 - 3
13.	AA Retrainee status	53	0 - 3
14.	AR NPS status	57	0 - 3
15.	AR IRN status	58	0 - 3
16.	AR IS status	59	0 - 3
17.	AR SP1 status	60	0 - 3
18.	AR SP2 status	61	0 - 3
19.	AR Retrainee status	62	0 - 3
20.	NG Retrainee status	64	0 - 3
21.	NG NPS status	65	0 - 3
22.	NG IS status	66	0 - 3
23.	NG SP1 status	67	0 - 3
24.	NG SP2 status	68	0 - 3
One card is needed to delete a class from the Quota file. Its format is:			
1.	Identifier	1	'D'
2.	Recsta date	3-10	Reception station date in DD/MM/YY format
3.	MOS	12-15	MOS code
4.	Training Type	17	0=formal class 1=train and retrain 2=train and pass 3=train and retrain/train and pass 4=multi-taught

Table 68–1
AMDE Data File Card Format—Continued

	Field	Columns	Value
5.	OSUT	19	*=male OSUT +=female OSUT 'N'or blank=non-OSUT
6.	AIT location	21-28	Blank for training type 0. Unit (AIT location) for trianing types 1, 2, 3. AIT location for training type 4.
7.	Record number	30	Record number of the class as displayed in RUQUOT (0-9).

68–4A. (Not used.)

(Paragraph not used.)

Section III
PROGRAM OPERATION

68–5. Initiation Procedures.

After completing the sign-on procedures described in Appendix B, the system prints the following message:

ENTER PROGRAM NAME, "LIST" OR "OFF"

The user enters AMDE and depresses the carriage return key. The program is now ready to communicate with the user.

68–6. Procedures.

Follow the procedures described below to edit, print, or transfer the AMDE data files from an authorized User ID.

Table 68–6A
Procedures to edit, print, or transfer the AMDE data files from an authorized User ID

AMDE: WHICH UZK'S MASTER WOULD YOU LIKE TO EDIT?
ENTER (XXX OR YYY OR ZZZ)
(Note: This prompt will only be issued when the program is run from the Master User ID. All other users should proceed to the next prompt.)
USER: Enter the number of the desired Master file. Proceed to the next prompt.

AMDE: E
USER:
1. Edit the data file using the commands outlined in figure 68-1. Enter one command per line and depress the carriage return key. AMDE will repeat this prompt.
2. To exit the editor, the user may enter QUIT or FILE, and depress the carriage return key.
a. If QUIT is entered, all changes made during the editing session are ignored, and the program is terminated without further processing. Proceed to the next prompt.
b. If FILE is entered, however, the data file will be saved with all changes, additions, and deletions included. Skip the next prompt.

AMDE: NO CHANGES, ADDITIONS OR DELETIONS HAVE BEEN POSTED TO YOUR FILE. WORKX DATA IS THE SAME AS BEFORE THIS SESSION.
USER: No action is required. The program will terminate automatically.

AMDE: WOULD YOU LIKE TO HAVE THIS FILE PRINTED OUT AT YOUR REMOTE PRINTER (Y OR N)?
USER:
1. Enter Y to obtain a printed listing of the data file. Proceed to the next prompt.
2. Enter N to bypass the printed report. When the program is run on the Master User ID, the program is terminated automatically. Otherwise, the program will skip the next prompt.
3. Depress the carriage return key.

AMDE: ENTER A HEADER FOR THIS PRINT JOB:
USER:
1. Enter the desired header and depress the carriage return key. AMDE will print the data file on the user's high-speed remote printer.

Table 68–6A
Procedures to edit, print, or transfer the AMDE data files from an authorized User ID—Continued

2. When the program is run on the Master User ID, the report is printed and the program is terminated automatically.

AMDE: DO YOU WANT TO ADD THIS FILE TO YOUR MASTER FILE ON UZKXXX (Y OR N)?
USER:
1. Enter Y to append the data file to the corresponding Master file. Proceed to the next prompt.
2. Enter N to bypass the transfer. Skip the next two prompts.
3. Depress the carriage return key.

AMDE: THE INPUT FILE WILL BE SENT TO UZKXXX, ADDED TO YOUR MASTER FILE ON UZKXXX AND ERASED FROM YOUR DISK.
DO YOU WISH TO CONTINUE (Y OR N)?
USER:
1. Enter Y to proceed with the transfer.
2. Enter N to cancel the transfer. Skip the next prompt.
3. Depress the carriage return key.

AMDE: THE INPUT FILE HAS BEEN SENT TO UZKXXX, IT HAS BEEN APPENDED
TO YOUR MASTER FILE.
WORKX DATA HAS BEEN ERASED FROM YOUR DISK.
YOU WILL START THE NEXT SESSION WITH AN EMPTY FILE
USER: No action is required. Proceed to the next prompt.

AMDE: BEGIN AGAIN (B), OR EXIT PROGRAM (E):
USER:
1. Enter B to reinitiate the program. Return to the initial program prompt.
2. Enter E to terminate the program without further processing.
3. Depress the carriage return key.

Section IV
OUTPUT DESCRIPTION

68–7. Output.

AMDE may be used to print a listing of the data file on the user's remote high-speed printer. In addition, AMDE allows the data file to be transferred to the Master User ID and appended to the Master data file. The printed report follows the card format outlined in table 68-1. See figure 68-2 for a sample AMDE run.

```
E   HELP

COMMAND             MEANING
=======             =======

TOP                 SET POSITION TO TOP OF FILE.

BOTTOM              SET POSITION TO BOTTOM OF FILE.

UP N                SET POSITION UP N LINES FROM CURRENT.

DOWN N              SET POSITION DOWN N LINES FROM CURRENT.

TYPE N              TYPE N LINES OF FILE AND
                    SET POSITION TO LAST LINE TYPED.

DELETE N            DELETE N LINES STARTING AT CURRENT.

CHANGE/S1/S2/       SUBSTITUTE S2 FOR S1 IN THE CURRENT LINE.

QUIT                QUIT WITHOUT POSTING CHANGES.

FILE                SAVE FILE WITH ALL CHANGES
                    ADDITIONS AND DELETIONS.

INPUT               INPUT UNTIL A BLANK LINE IS ENTERED
                    INSERTING FOLLOWING THE CURRENT POINTER.

DUP                 FROM INPUT MODE, DUPLICATE COLUMNS 1 - 28 OF
                    PREVIOUS LINE ONTO CURRENT LINE.
                    NOTE:  DUPLICATION WILL NOT BE SEEN UNTIL
                           THE LINE IS TYPED.


E   TYPE 10
 . . . . . 1 . . . . 2 . . . + 3 . . . . 4 . . . . 5 . . . . 6 . . . . 7 . . .
*TOF
A 19/11/84 19E1 0 *          1  00  178   01          5                178
A 19/11/84 19E1 0 *          2 23/11/84         3333  33333   3333
A 21/01/85 19E1 0 *          1  00  178   01          5                178
A 21/01/85 19E1 0 *          2 25/01/85         3333  33333   3333
A 28/01/85 19E1 0 *          1  00  178   01          5                178
A 28/01/85 19E1 0 *          2 01/02/85         3333  33333   3333
A 18/02/85 19E1 0 *          1  00  178   01          5                178
A 18/02/85 19E1 0 *          2 22/02/85         3333  33333   3333
A 29/07/85 19E1 0 *          1  00  178   01          5                178
A 29/07/85 19E1 0 *          2 02/08/85         3333  33333   3333
```

Figure 68–2. Sample AMDE run

```
E  BOTTOM

*EOF
E  INPUT


I/RSD      /MOS /T/O/LOC      /C/ORI /OTH /THR /SP1 /SP2 /PR/CLSNUM      /SCHD/

 . . . . . 1 . . . . 2 . . . + 3 . . . . 4 . . . . 5 . . . . 6 . . . . 7 . . .

                                /C/AITDATE /FOLLOWON/NPIR///NII12///NI12/
A  19/12/84 65B1 0  *            1  00        05             5              05
A  19/12/84 65B1 0 *             2 02/23/85
E  U
A  I9/12/84 65B1 0   *           1  00        05             5               0
E  CHANGE/ */*/
A  19/12/84 65B1 0  *            1  00        05             5               00
E  TYPE 2

 . . . . . 1 . . . . 2 . . . + 3 . . . . 4 . . . . 5 . . . . 6 . . . . 7 . . .
A  19/12/84 65B1 0  *            1  00        05             5              00
A  19/12/84 65B1 0  *            2 02/23/85
E  CHANGE/ 2/2/
A  19/12/84 65B1 0   *           2  02/23/85
E  FILE

WOULD YOU LIKE TO HAVE THIS FILE PRINTED OUT
AT YOUR REMOTE PRINTER (Y OR N) ? N

DO YOU WANT TO ADD THIS FILE TO YOUR MASTER FILE
ON UZK282 (Y OR N ) ? N

BEGIN AGAIN (B), OR EXIT PROGRAM (E):  B
E  QUIT


NO CHANGES, ADDITIONS OR DELETIONS HAVE
BEEN POSTED TO YOUR FILE.
WORK1 DATA IS THE SAME AS BEFORE THIS SESSION.
```

Figure 68–2. Sample AMDE run — Continued

68–7A. (Not used.)

(Paragraph not used.)

Section V
ERROR MESSAGES AND CORRECTION PROCEDURES

68–8. System Errors.

The following is a representative list of possible system errors. If any such error messages appear, call the KEYSTONE Branch immediately.

1. Any message which contains one of the following phrases:
   XXXX FILE NOT INCREMENTED

XXXX FILE NOT DECREMENTED
XXXX FILE NOT UPDATED

2. Any message which contains one of the following phrases:
   COUNTERS WOULD BECOME NEGATIVE
   UNSUCCESSFUL UPDATE OF XXXXX
   RESERVATIONS WOULD BECOME NEGATIVE
3. **** TRACE BACK ****

ENTRY POINT	ENTRY ADDRESS	RETURN ADDRESS
XXXXXXXX	ZZZZZZZZ	ZZZZZZZZ

4. ERROR: ON LUN=XXXXXX
   VSAM ERROR RETURN CODE=XXXXXX
   ACTION CODE=XXX
   KEYS (IN HEX)=ZZZZZZZZ, ZZZZZZZZ
   RECORD TYPE=XXX
   SPARE VARIABLE X=XXXXXX
   CALL KEYSTONE BRANCH
5. SYSTEM ERROR: INVALID XXXXX IN XXXX
   : ILLEGAL XXXXXX
   : OCCURRED IN XXX WHEN CALLING XXXX
   : IN XXXXXX WHEN RUNNING XXXXX
   : RETURNED BY XXXX
   : ERROR IN XXXX
   : XXXX NOT FOUND
   : RECORD DESCRIPTOR HAS XXXXXXX RETURN CODE IS XX
   : PLEASE CALL KEYSTONE BRANCH
6. ERROR: READING XXXXX
   : INVALID XXXX INDICATOR IN SUBROUTINE XX
   : XXX NOT FOUND ON XXXX FILE
   : XXXXX ERROR-SUBROUTINE XXXXXX
   : SIOXX-FOR KEY XXXXXX AND ACTION XXXX NUMREC=XXXXXXXX
   : ILLEGAL XXXX PASSED TO XXXXXX
   : BAD XXXX IN XXXXXX
   : IN XXXXX - XXXXXX
   : CANNOT FIND XXXX ON XXXXXX
7. FATAL ERROR - XXXXXX
8. SIOXX ERROR: XXXXXX
9. INVALID XXXXX IN SIOXX
10. INVALID VALUE FOR XXXXX IN XXXXXX
11. BAD RETURN FROM XXXX IN XXXXXX
12. PROBLEM WITH XXXX XXXX RECORD
    VALIDATING XXXXXX IN XXXXXX
    READING XXXXXXX
    IN XXXXXX
13. UNABLE TO GET DATA FROM XXXXXX
    VALIDATE XXXX - XXXXXX
    DECODE XX TYPE XXXXXX
14. VSAM ERROR=XXXX ON LUN XXX
15. VMCF ERROR=XXXXXX FOR LUN XXX
16. NO SINK AVAILABLE FOR LUN XXX
17. KEY/RECORD DISAGREE, KEY=XXXXXX RECORD: XXXXX
18. FACTOR XXXXXX NOT IN DATA DICTIONARY (XXXX)
19. LOGIC ERROR: XXXXXX XXXXX
20. XXXXX IS OUT OF RANGE XXXX IS AN INVALID XXXXX FOR COMPONENT (XXXX)
21. THIS OPTION NOT AVAILABLE AT THIS TIME
    ACTION IS XXXX
22. NO XXXXXX FOUND IN XXXXX
23. XXXXXX RECEIVED BY XXXX IS INCORRECT
24. $CTS ERROR IN XXXX ROUTINE

68–9. Operation Errors.

The following list contains possible operation error messages and the corrective action to be taken for each.

Table 68–9A
List of possible operation error messages and the corrective action to be taken for each

MESSAGE: INVALID COMMAND. TYPE "HELP COMMANDNAME" FOR ASSISTANCE.
ACTION: The user has entered an invalid command in the editor. Enter a valid command from figure 68-1, or enter HELP to obtain a list of valid editing commands.

MESSAGE: UZKXXX IS NOT ALLOWED ACCESS TO THE AMDE SYSTEM.
ACTION: The user's ID is not on the list of authorized users for the AMDE program. Call the KEYSTONE Branch for further information.

MESSAGE: PROBLEM IN COPYING TO MASTER
CALL KEYSTONE BRANCH
ACTION: A problem was encountered during the transfer of data to the Master File. Call the KEYSTONE Branch for further information.

MESSAGE: SOMEONE IS LOGGED ON UZKXXX AT THIS TIME.
TRY TO SEND YOUR FILE LATER.
ACTION: This is an informational message indicating that the link to the Master User ID was unsuccessful and that the data file was not transferred. Execution will terminate automatically. The program may be run at a later time to reattempt the data transfer.

Chapter 70
KWIKSALE PROGRAM

Section I
Program Summary

70–1. Purpose.

The KWIKSALE program reports class vacancies by enlistment type and sex for a user-specified MOS and reception station date, or for a user-specified range of MOS codes and reception station dates. The component reported (Active Army, Army Reserve, or National Guard) is determined by the identity of the user, except in the case of management users who may report a single component or all components.

The KWIKSALE program is also known as RPSALE. Only the name differs among users. Refer to Chapter 53 (RPSALE program) for information regarding the input requirements, program operation, and output description for these programs.

70–2. Applicability.

The KWIKSALE program is accessed by the following user groups:

a. KEYSTONE Branch
b. Accession Management Branch
c. National Guard Bureau
d. RCPAC
e. OCAR
f. HQ USAREC
g. REGIONS/STATE HQ
h. DRC
i. MEPS

70–3. Options.

KWIKSALE provides the user with the following options according to access level:

All users. KWIKSALE provides to all users the option of generating a detailed (D) or cumulative (C) report. A detailed report displays vacancies for each RECSTA week within the designated range, in addition to the cumulative totals. The cumulative report displays only the total number of vacancies for the designated RECSTA data range.

With the exception of the first two prompts, seen only by management users, the procedures outlined in paragraph 53-6 apply to all users, universally. See figures 53-1 and 53-2 for sample reports.

Management users. KWIKSALE provides the option of either reporting the vacancies for a single component or reporting the vacancies for all components. The management user specifies the desired report type by selecting an option from one of the following prompts:

ENTER ACTIVE ARMY (A), RESERVES (R), GUARD (G), ALL (L), OR END (E)
or
ENTER ACTIVE ARMY (A), RESERVE (R), ALL (L), OR END (E).

Management users who select the ALL (L) option, as well as certain National Guard users, may report vacancies for one sex only. As a result, these users receive the following additional prompt:

REPORT FOR MALES (M), FEMALES (F) OR END (E).

Section II
(Section not used.)

70–4. (Title not used.)
(Paragraph not used.)

70–5. (Title not used.)
(Paragraph not used.)

Chapter 71
AROVRD PROGRAM

Section I
PROGRAM SUMMARY

71–1. Purpose.
The AROVRD program sets one override switch on an Army Reserve Holding record: MPOVER. MPOVER governs the MEPSCAT strength check. When the switch is set to "ON" ARRQST will override any MEPSCAT strength restriction.

71–2. Applicability.
The AROVRD program is accessed by USAREC and KEYSTONE Branch.

Section II
INPUT REQUIREMENTS

71–3. Data Items.
AROVRD requires the user to enter the LOCID of the location where the record is being held and the SSN of the applicant whose record is to be accessed.

71–3A. (Not used.)
(Paragraph not used.)

Section III
PROGRAM OPERATION

71–4. Initiation Procedures.
After completing the sign-on procedures described in Appendix B, the system prints the following message:

ENTER PROGRAM NAME, “LIST” OR “OFF”

The user enters AROVRD and depresses the carriage return key. The program is now ready to communicate with the user.

71–5. Procedures.
Follow the procedures described below to set one or all of the override switches.

Table 71–5A
Procedures to set one or all of the override switches

AROVRD: INTRODUCTORY MESSAGE (Y or N)
USER:
1. Enter Y for a brief description of the AROVRD program's functions.
2. Enter N to proceed directly to the next prompt.
3. Depress the carriage return key.

AROVRD: INTRODUCTORY MESSAGE (Y OR N)?
Y
THIS PROGRAM WILL SET ONE OVERRIDE SWITCH ON AN ARMY RESERVE HOLDING RECORD. "MPOVER" GOVERNS THE MEPSCAT STRENGTH CHECK. WHEN THE SWITCH IS "ON", ARRQST WILL OVERRIDE THE CORRESPONDING QUALIFICATION CHECK(S)
LOCID/SSN OR 'END'
USER:
1. Enter the LOCID, space over beyond the slash and enter the SSN or
2. Enter END to terminate the program.
3. Depress the carriage return key.

AROVRD: Displays the recruit record. The last factor displayed is MPOVER. See figure 71-1. If no record is found, a message is displayed and the user is returned to the original prompt.
USER:
1. Enter ON or OFF if the switch is to be changed from the displayed setting. See figure 71-1.
2. Press the carriage return key without making an entry if the switch is not to be changed.
3. Depress the carriage return key.

AROVRD: XXXX HAS BEEN UPDATED FOR XXXX XXXXXXXXX
LOCID/SSN OR 'END'
USER:
1. Enter another LOCID and SSN and repeat the procedures or
2. Enter END to terminate the program.
3. Depress the carriage return key.

```
INTRODUCTORY MESSAGE (Y OR N)?
 Y
THIS PROGRAM WILL SET ONE OVERRIDE SWITCH ON AN ARMY RESERVE HOLDING RECORD.
"MPOVER" GOVERNS THE MEPSCAT STRENGTH CHECK.  WHEN THE SWITCH IS "ON", ARRQST
WILL OVERRIDE THE CORRESPONDING QUALIFICATIONS CHECK(S)

LOCID/ SSN OR    'END'
  10    999999999
 SOC SEC#  / NAME                / ARTYPE / CIT / SX / RACE / BIRTHDAT / EDYRS /
 999999999   LOUISE TEST            NPS      Y    M      C   11/10/59      24
 EDUC / DVRL / REC ID   /  CREDT / PHY PROF / CP   / MATH / SCI  /
 PROF       Y   123456789    7T1     1111111   NOR    TRI    PHY
 AFQT / GT  / GM / EL  / CL  / MM  / SC  / CO  / FA  / OF  / ST  / AP  /
  99    160   160  160   160   160   160   160   160   160   160   160
 MVDB / DLAB / AAT / PHONE NO / STR CTY        /
  120    120    15   555-5555   18 WOOD ST, NY
ZIP CODE / STATE / GDCODE / MEPSCAT /
 20000       NY      L         F
 MPOVER /
  OFF
  ON
MPOVER HAS BEEN UPDATED FOR 10 999999999

LOCID/ SSN OR   'END'

 END
```

Figure 71–1. AROVRD sample execution. The MPOVER Switch has been set to "ON"

Section IV
OUTPUT DESCRIPTION

71–6. Output.
AROVRD provides no output other than the records and messages displayed during the running of the program.

71–6A. (Not used.)
(Paragraph not used.)

Section V
ERROR MESSAGES AND CORRECTION PROCEDURES

71–7. System Errors.
The following is a representative list of possible system errors. If any such error messages appear, call the REQUEST/ RETAIN Branch immediately.

1. Any message which contains one of the following phrases:
   XXXX FILE NOT INCREMENTED
   XXXX FILE NOT DECREMENTED
   XXXX FILE NOT UPDATED
2. Any message which contains one of the following phrases:
   COUNTERS WOULD BECOME NEGATIVE
   UNSUCCESSFUL UPDATE OF XXXXX
   RESERVATIONS WOULD BECOME NEGATIVE
3. **** TRACE BACK ****

ENTRY POINT ENTRY ADDRESS RETURN ADDRESS
XXXXXXXX ZZZZZZZZ ZZZZZZZZ

4. ERROR: ON LUN=XXXXXX
VSAM ERROR RETURN CODE=XXXXXX
ACTION CODE=XXX
KEYS (IN HEX)=ZZZZZZZZ, ZZZZZZZZ
RECORD TYPE=XXX
SPARE VARIABLE X=XXXXXX
CALL REQUEST/RETAIN BRANCH
5. SYSTEM ERROR: INVALID XXXXX IN XXXX
: ILLEGAL XXXXXX
: OCCURRED IN XXX WHEN CALLING XXXX
: IN XXXXXX WHEN RUNNING XXXXX
: RETURNED BY XXXX
: ERROR IN XXXX
: XXXX NOT FOUND
: RECORD DESCRIPTOR HAS XXXXXXX RETURN CODE IS XX
: PLEASE CALL REQUEST/RETAIN BRANCH
6. ERROR: READING XXXXX
: INVALID XXXX INDICATOR IN SUBROUTINE XX
: XXX NOT FOUND ON XXXX FILE
: XXXXX ERROR-SUBROUTINE XXXXXX
: SIOXX-FOR KEY XXXXXX AND ACTION XXXX NUMREC=XXXXXXXX
: ILLEGAL XXXX PASSED TO XXXXXX
: BAD XXXX IN XXXXXX
: IN XXXXX - XXXXXX
: CANNOT FIND XXXX ON XXXXXX
7. FATAL ERROR - XXXXXX
8. SIOXX ERROR: XXXXXX
9. INVALID XXXXX IN SIOXX
10. INVALID VALUE FOR XXXXX IN XXXXXX
11. BAD RETURN FROM XXXX IN XXXXXX
12. PROBLEM WITH XXXX XXXX RECORD
VALIDATING XXXXXX IN XXXXXX
READING XXXXXXX
IN XXXXXX
13. UNABLE TO GET DATA FROM XXXXXX
VALIDATE XXXX - XXXXXX
DECODE XX TYPE XXXXXX
14. VSAM ERROR=XXXX ON LUN XXX
15. VMCF ERROR=XXXXXX FOR LUN XXX
16. NO SINK AVAILABLE FOR LUN XXX
17. KEY/RECORD DISAGREE, KEY=XXXXXX RECORD: XXXXX
18. FACTOR XXXXXX NOT IN DATA DICTIONARY (XXXX)
19. LOGIC ERROR: XXXXXX XXXXX
20. XXXXX IS OUT OF RANGE XXXX IS AN INVALID XXXXX FOR COMPONENT (XXXX)
21. THIS OPTION NOT AVAILABLE AT THIS TIME
ACTION IS XXXX
22. NO XXXXXX FOUND IN XXXXX
23. XXXXXX RECEIVED BY XXXX IS INCORRECT
24. $CTS ERROR IN XXXX ROUTINE

71–8. Operation Errors.

The following list contains possible operation error messages and the corrective action to be taken for each.

Table 71–8A
List of possible operation error messages and the corrective action to be taken for each

MESSAGE: INVALID SSN
ACTION: The user has entered an invalid SSN. Reenter the SSN with no spaces or dashes.

MESSAGE:

Table 71–8A
List of possible operation error messages and the corrective action to be taken for each—Continued

1. NO RECORD FOUND FOR XXXX XXXXXXXXX
2. XXXX XXXXXXXXX ALREADY HAS AN ASSIGNMENT
   NO UPDATE TO USAREC-OVERIDE-SWITCH ALLOWED

ACTION: These are information messages. The user is returned to the initial program prompt.

MESSAGE: ERROR-XXXX XXXXXXXXX-HAS A BLANK RESERVATION DATE-PLEASE NOTIFY SAC.
ACTION: Please notify SAC of the occurrence of this message. The user is returned to the initial prompt. This record cannot be updated at this time.

MESSAGE: ERROR: THE FOLLOWING IS NOT A VALID ENTRY FOR XXX/XXXXXXX
ACTION: Reenter the data under the factor labels between the slashes.

Chapter 72
RECRID PROGRAM

Section I
PROGRAM SUMMARY

72–1. Purpose.
The RECRID program enables the user to report, update and purge the Army Reserve Credit/Recruiter ID file records according to the access level of the user. Users should be aware that this program accesses the active recruiter structure of the file only. Once a depart function has been performed or an entry made for a departure date through the update function, the record is automatically transferred to the inactive structure of the Credit/Recruiter ID file and can no longer be accessed by this program. The ZCRRPT program will report both active and inactive records. RECRID can be run in batch mode. See Appendix A for batch procedures and sections IV and V for batch output and message descriptions.

72–2. Applicability.
The RECRID program is accessed by the following user groups:

a. KEYSTONE Branch
b. Accession Management Branch
c. HQ USAREC
d. Regions

72–3. Functions.
RECRID has six functions. These include one report and five update functions.

a. Report. By the entry of a credit code and recruiter ID the user may display the record which includes the last activity date of an active recruiter.

b. Update. The user may use the following functions to update the active Credit/Recruiter ID file:

(1) Add a new record to the file by entry of a credit code and recruiter identification number.

(2) Change the identification number, last activity date or departure date of an already existing record. Note: The entry of a departure date automatically transfers the record to the inactive structure of the Credit/Recruiter ID file and it can no longer be accessed by the RECRID program.

(3) Depart, that is to cause RECRID to automatically enter today's date into the departure date space of an existing record. The record is automatically transferred into the inactive structure of the Credit/Recruiter ID file and can no longer be accessed by the RECRID program.

(4) Purge an existing record from the file. This function is available to a limited number of users.

Section II
INPUT REQUIREMENTS

72–4. Data Items.
RECRID requires the user to enter the items described below in table 72-1.

Table 72–1
RECRID input data items

Field Name	Field Label	Field Values
Station credited for reservations	CREDIT	The four-character recruiting station's code. The first and third characters are digits (0-9), and the second and fourth characters are letters.
Recruiter identification code	RECRUITER ID	The recruiter's nine-digit identification number entered with no spaces or dashes.
Date of last activity	DATE OF LAST ACTIVITY	The date to be entered in DD/MM/YY format including the slashes.
Date of departure	DEPARTURE	The date to be entered in DD/MM/YY format including the slashes.

72–4A. (Not used.)

(Paragraph not used.)

Section III
PROGRAM OPERATION

72–5. Initiation Procedures.

After completing the sign-on procedures described in Appendix B, the system prints the following message:

ENTER PROGRAM NAME, "LIST" OR "OFF"

The user enters RECRID and depresses the carriage return key. The program is now ready to communicate with the user.

The user, according to access level, will see one of the following prompts:

RECRID: REPORT(R), ADD(A), CHANGE(C), DEPART(D), OR END(E):
or
REPORT(R), ADD(A), CHANGE(C), DEPART(D), PURGE(P), OR END(E):

USER:

1. Enter R to report (display) an existing record and follow the procedures in paragraph 72-6.
2. Enter A to add a new record to the file and follow the procedures in paragraph 72-7.
3. Enter C to change an existing record and follow the procedures in paragraph 72-8.
4. Enter D to establish today's date as the departure date for a recruiter and follow the procedures in paragraph 72-9.
5. Enter P to purge a record from the file and follow the procedures in paragraph 72-10.
6. Enter E to terminate the program.
7. Depress the carriage return key.

72–6. Report Procedures.

Follow the procedures described below to report a user specified recruiter's date of last activity and departure date. See figure 72-1 for a sample of the report procedures.

Table 72–6A
Procedures to report a user specified recruiter's date of last activity and departure date

RECRID: CREDIT/RECRUITER ID
USER:
1. Enter the credit code and ID number of the desired recruiter directly under the corresponding data item titles.
2. Depress the carriage return key.

RECRID: CREDIT/RECRUITER ID/DATE OF LAST ACTIVITY/DEPARTURE DATE
XXXX XXXXXXXXX 00/00/00 00/00/00
CREDIT/RECRUITER ID
USER:
1. Enter the credit code and ID number of another recruiter and repeat the report procedures, or enter END under CREDIT to return to the beginning of the program.

Table 72–6A
Procedures to report a user specified recruiter's date of last activity and departure date—Continued

2. Depress the carriage return key.

```
REPORT(R), ADD(A), CHANGE(C), DEPART(D), OR END(E):  R

CREDIT / RECRUITER ID
9Z9Z     131313131

CREDIT/RECRUITER ID/DATE OF LAST ACTIVITY/DEPARTURE DATE
9Z9Z   131313131         10/ 9/80            0/0/0

CREDIT / RECRUITER ID
END
REPORT(R), ADD(A), CHANGE(C), DEPART(D), OR END(E):  E

PROGRAM ENDED
```

Figure 72–1. RECRID report procedures

72–7. Add procedures.

Follow the procedures below to add a user specified credit code and recruiter ID number to the Credit/Recruiter ID file. See figure 72-2 for a sample of the add procedures.

Table 72–7A
Procedures to add a user specified credit code and recruiter ID number to the Credit/Recruiter ID file

RECRID: CREDIT / RECRUITER ID
USER:
1. Enter the desired credit code and recruiter ID number directly under the corresponding data item titles.
2. Depress the carriage return key.

RECRID: XXXX - 111111111 WAS SUCCESSFULLY ADDED
CREDIT / RECRUITER ID
USER:
1. Enter the credit code and ID number of another recruiter and repeat the add procedures, or enter END under CREDIT to return to the beginning of the program.
2. Depress the carriage return key.

```
REPORT(R), ADD(A), CHANGE(C), DEPART(D), OR END(E):  A

CREDIT / RECRUITER ID
9Z9Z     616161616

9Z9Z - 616161616 WAS SUCCESSFULLY ADDED

CREDIT / RECRUITER ID
END
REPORT(R), ADD(A), CHANGE(C), DEPART(D), OR END(E):  E

PROGRAM ENDED
```

Figure 72–2. RECRID add procedures

72–8. Change procedures.

Follow the procedures below to change a recruiter ID number, date of last activity, and/or departure date. See figure 72-3 for a sample of the change procedures.

Table 72–8A
Procedures to change a recruiter ID number, date of last activity, and/or departure date

RECRID: CREDIT / RECRUITER ID
USER:
1. Enter the credit code and ID number of the desired recruiter directly under the corresponding data item titles.
2. Depress the carriage return key.

RECRID: ENTER CHANGES BETWEEN SLASHES, OR LEAVE BLANK FOR NO CHANGES
CREDIT/RECRUITER ID/DATE OF LAST ACTIVITY/DEPARTURE DATE
XXXX /111111111 / XX/XX/XX / 00/00/00
XXXXXX/ / /
XXXXXXX
USER:
1. Enter the new data between the appropriate slashes. The credit code may not be changed. Leave blank any information that is not to be changed.
2. Depress the carriage return key.

RECRID: XXXX - 111111111 WAS SUCCESSFULLY CHANGED
CREDIT / RECRUITER ID
USER:
1. Enter the credit code and ID number of another recruiter and repeat the change procedures, or enter END under CREDIT to return to the beginning of the program.
2. Depress the carriage return key.

```
REPORT(R), ADD(A), CHANGE(C), DEPART(D), OR END(E):  C

CREDIT / RECRUITER ID
9Z9Z     111222444

ENTER CHANGES BETWEEN SLASHES, OR LEAVE BLANK FOR NO CHANGES
CREDIT/RECRUITER ID/DATE OF LAST ACTIVITY/DEPARTURE DATE
9Z9Z  /111222444   /     10/ 8/82        /    0/0/0
XXXXXX/            /                     /
XXXXXXX                  28/ 8/83

9Z9Z - 111222444 WAS SUCCESSFULLY CHANGED

CREDIT / RECRUITER ID
END
REPORT(R), ADD(A), CHANGE(C), DEPART(D), OR END(E):  E

PROGRAM ENDED
```

Figure 72–3. RECRID change procedures

72–9. Depart procedures.

Follow the procedures below to establish today's date in the Credit/Recruiter ID file as the departure date for a user specified recruiter. See figure 72-4 for a sample of the depart procedures.

Table 72–9A
Procedures to establish today's date in the Credit/Recruiter ID file as the departure date for a user specified recruiter

RECRID: CREDIT / RECRUITER ID

USER:

1. Enter the credit code and the ID number of the desired recruiter directly under the corresponding data item titles.
2. Depress the carriage return key.

RECRID: Prints the specified recruiter's record with today's date as the departure date and prints the following prompt:
CREDIT / RECRUITER ID

USER:

1. Enter the credit code and ID number of another recruiter and repeat the depart procedures, or enter END under CREDIT to return to the beginning of the program.
2. Depress the carriage return key.

```
REPORT(R), ADD(A), CHANGE(C), DEPART(D), OR END(E):  D

CREDIT / RECRUITER ID
9Z9Z     151515151

CREDIT/RECRUITER ID/DATE OF LAST ACTIVITY/DEPARTURE DATE
9Z9Z   151515151         10/ 8/82            XX/XX/XX

CREDIT / RECRUITER ID
END
REPORT(R), ADD(A), CHANGE(C), DEPART(D), OR END(E):  E

PROGRAM ENDED
```

Figure 72–4. RECRID depart procedures

72–10. Purge procedures.

Follow the procedures below to purge a record from the Credit/Recruiter ID file. See figure 72-5 for a sample of the purge procedures.

Table 72–10A
Procedures to purge a record from the Credit/Recruiter ID file. See figure 72-5 for a sample of the purge procedures

RECRID: CREDIT/RECRUITER ID
USER:
1. Enter the credit code and the ID number of the desired recruiter directly under the corresponding data item titles.
2. Depress the carriage return key.

RECRID: XXXX - XXXXXXXXX WAS SUCCESSFULLY PURGED
CREDIT/RECRUITER ID
USER:
1. Enter the credit code and ID number of another recruiter and repeat the purge procedures, or enter END under CREDIT to return to the beginning of the program.
2. Depress the carriage return key.

```
RECRID:  XXXX - XXXXXXXXX WAS SUCCESSFULLY PURGED

         CREDIT/RECRUITER ID

USER:    1.  Enter the credit code and ID number of another
             recruiter and repeat the purge procedures, or enter
             END under CREDIT to return to the beginning of the
             program.
         2.  Depress the carriage return key.


    REPORT (R), ADD (A), CHANGE (C), DEPART (D), PURGE (P), OR END (E): P

    CREDIT/RECRUITER ID
    3A2M    021021021

    3A2M - 21021021 WAS SUCCESSFULLY PURGED

    CREDIT/RECRUITER ID
    END

    REPORT (R), ADD (A), CHANGE (C), DEPART (D), PURGE (P), OR END (E): E

    PROGRAM ENDED
```

Figure 72–5. RECRID purge record sample

Section IV
OUTPUT DESCRIPTION

72–11. Output.

RECRID provides reports of the current and updated records for user specified recruiters. The report includes the credit code, ID number, date of last activity, and a space for a departure date for the user specified recruiters. The date of last activity is the last date on which the recruiter made a reservation before leaving the recruiting station. The departure date is the date on which the recruiter officially will leave the recruiting station. The RECRID program may also be run in batch mode. See Appendix A for batch processing information.

a. Batch processing output contains opening and end statements as illustrated in figure 72-6. Any operations or information messages will appear between the opening and processing completed messages. See paragraph 72-14 for possible messages.

```
******** RECRID RUNNING IN BATCH MODE ********
.
.
.
.
.
******** RECRID BATCH MODE PROCESSING COMPLETED ********
**** RECRID BATCH MODE STATISTICS ****
NUMBER OF ENTRIES:  XXXXXX
NUMBER OF ENTRIES SUCCESSFULLY PROCESSED:  XXXXXX
NUMBER OF ENTRIES NOT PROCESSED:  XXXXXX
******** END OF PROGRAM ********
```

Figure 72–6. RECRID batch output sample

72–11A. (Not used.)

(Paragraph not used.)

Section V
ERROR MESSAGES AND CORRECTION PROCEDURES

72–12. System Errors.

The following is a representative list of possible system errors. If any such error messages appear, call the KEYSTONE Branch immediately.

1. Any message which contains one of the following phrases:
   XXXX FILE NOT INCREMENTED
   XXXX FILE NOT DECREMENTED
   XXXX FILE NOT UPDATED
2. Any message which contains one of the following phrases:
   COUNTERS WOULD BECOME NEGATIVE
   UNSUCCESSFUL UPDATE OF XXXXX
   RESERVATIONS WOULD BECOME NEGATIVE
3. **** TRACE BACK ****

ENTRY POINT	ENTRY ADDRESS	RETURN ADDRESS
XXXXXXXX	ZZZZZZZZ	ZZZZZZZZ

4. ERROR: ON LUN=XXXXXX
   VSAM ERROR RETURN CODE=XXXXXX
   ACTION CODE=XXX
   KEYS (IN HEX)=ZZZZZZZZ, ZZZZZZZZ
   RECORD TYPE=XXX
   SPARE VARIABLE X=XXXXXX
   CALL KEYSTONE BRANCH
5. SYSTEM ERROR: INVALID XXXXX IN XXXX
   : ILLEGAL XXXXXX
   : OCCURRED IN XXX WHEN CALLING XXXX
   : IN XXXXXX WHEN RUNNING XXXXX
   : RETURNED BY XXXX
   : ERROR IN XXXX
   : XXXX NOT FOUND
   : RECORD DESCRIPTOR HAS XXXXXXX RETURN CODE IS XX
   : PLEASE CALL KEYSTONE BRANCH
6. ERROR: READING XXXXX
   : INVALID XXXX INDICATOR IN SUBROUTINE XX
   : XXX NOT FOUND ON XXXX FILE
   : XXXXX ERROR-SUBROUTINE XXXXXX

: SIOXX-FOR KEY XXXXXX AND ACTION XXXX NUMREC=XXXXXXXX
: ILLEGAL XXXX PASSED TO XXXXXX
: BAD XXXX IN XXXXXX
: IN XXXXX - XXXXXX
: CANNOT FIND XXXX ON XXXXXX

7. FATAL ERROR - XXXXXX
8. SIOXX ERROR: XXXXXX
9. INVALID XXXXX IN SIOXX
10. INVALID VALUE FOR XXXXX IN XXXXXX
11. BAD RETURN FROM XXXX IN XXXXXX
12. PROBLEM WITH XXXX XXXX RECORD
    VALIDATING XXXXXX IN XXXXXX
    READING XXXXXXX
    IN XXXXXX
13. UNABLE TO GET DATA FROM XXXXXX
    VALIDATE XXXX - XXXXXX
    DECODE XX TYPE XXXXXX
14. VSAM ERROR=XXXX ON LUN XXX
15. VMCF ERROR=XXXXXX FOR LUN XXX
16. NO SINK AVAILABLE FOR LUN XXX
17. KEY/RECORD DISAGREE, KEY=XXXXXX RECORD: XXXXX
18. FACTOR XXXXXX NOT IN DATA DICTIONARY (XXXX)
19. LOGIC ERROR: XXXXXX XXXXX
20. XXXXX IS OUT OF RANGE XXXX IS AN INVALID XXXXX FOR COMPONENT (XXXX)
21. THIS OPTION NOT AVAILABLE AT THIS TIME
    ACTION IS XXXX
22. NO XXXXXX FOUND IN XXXXX
23. XXXXXX RECEIVED BY XXXX IS INCORRECT
24. $CTS ERROR IN XXXX ROUTINE

72–13. Operation Errors.

The following list contains possible operation error messages and the corrective action to be taken for each.

Table 72–13A
List of possible operation error messages and the corrective action to be taken for each

MESSAGE:
1. ERROR INVALID CREDIT CODE
2. ERROR: INVALID RECRUITER ID
3. INVALID RESPONSE

ACTION: These messages are followed by data entry prompts. Re-enter valid values underneath the corresponding data items. See table 72-1 for value descriptions and formats.

MESSAGE:
1. INVALID RECRUITER ID WAS ENTERED, CHECK AND CORRECT
2. INVALID DATE OF LAST ACTIVITY WAS ENTERED, CHECK AND CORRECT
3. INVALID DEPARTURE DATE WAS ENTERED, CHECK AND CORRECT.

ACTION: These messages occur during the change procedures and are followed by a data entry prompt. Re-enter corrected data. Format requirements are described in table 72-1.

MESSAGE:
1. ACTIVE RECORD FOR RECRUITER ID XXXXXXXXX WAS NOT FOUND FOR CREDIT XXXX
2. RECRUITER ID XXXXXXXXX ALREADY EXISTS FOR CREDIT XXXX
   THIS CHANGE NOT ALLOWED
3. THIS RECORD NOT CHANGED
4. THE LIMIT OF 75 ADDITIONS OR CHANGES TO RECRUITER IDS HAS BEEN REACHED. IN ORDER TO ADD OR CHANGE MORE RECRUITER IDS, EXIT THE PROGRAM AND RUN RECRID AGAIN

ACTION: The four messages above may occur during the Report or Change procedures. They are information messages, and no corrective action is necessary.

MESSAGE:

Table 72–13A
List of possible operation error messages and the corrective action to be taken for each—Continued

1. DEPART COULD NOT BE DONE FOR THIS RECORD.
2. THE RECORD NOT PURGED.
3. ERROR DURING READ AFTER DEPART OF RID: XXXXXXXXX CREDIT XXXX
   DEPART RECORD NOT FOUND

ACTION: These are information messages which may occur during the Purge or Depart procedures.

MESSAGE:
1. RECRUITER ID XXXXXXXXX ALREADY EXISTS FOR CREDIT XXXX.
   THIS ADDITION NOT ALLOWED.
2. THIS RECORD NOT ADDED TO FILE

ACTION: These are information messages which occur during the Add procedures. No corrective action is necessary.

72–14. Batch processing information and operations error messages.

The following messages may occur during batch processing and will appear between the beginning and ending messages.

MESSAGE:

1. ERROR: INVALID RECRUITER ID ENTERED
   (XX)
   THIS ENTRY NOT PROCESSED
2. ERROR: INVALID CREDIT CODE
   (XX)
   THIS ENTRY NOT PROCESSED
3. ERROR: ILLEGAL ACTION SPECIFIED
   (XX)
   THIS ENTRY NOT PROCESSED
4. ERROR: THE LIMIT OF 4000 ADDITIONS OR CHANGES TO RECRUITER IDS HAS BEEN REACHED
   (XX) THIS ENTRY NOT PROCESSED
5. ERROR: ILLEGAL ADD
   (XX)
6. ERROR: ERROR DURING ADD OF RECORD
   (XX)
7. ERROR: ERROR DURING DEPART OF RECORD
   (XX) ACTIVE RECORD FOR RECRUITER ID
   XXXXXXXXX WAS NOT FOUND FOR CREDIT XXXX. DEPART COULD NOT
   BE DONE/
8. ERROR: ILLEGAL CHANGE (XX) RECRUITER ID
   XXXXXXXXX ALREADY EXISTS FOR CREDIT XXXX /
9. ERROR: ERROR DURING CHANGE OF RECORD
   (XX) ACTIVE RECORD FOR RECRUITER ID
   XXXXXXXXX WAS NOT FOUND FOR CREDIT XXXX. THIS RECORD NOT CHANGED /

ACTION: These messages locate the records which were not successfully processed during the Batch run. Corrections can be made and the entries re-submitted during the next run. Records not on the active Credit/Recruiter ID file cannot be accessed by this program.

Chapter 73
HOTLINIS PROGRAM

Section I
PROGRAM SUMMARY

73–1. Purpose.

The HOTLINIS program establishes a message system between field users and management users. Management users

can view questions entered on the Question-Answer file by field users, answer the questions viewed, send messages to the field users, and update the file. Field users may enter questions on the Question-Answer file to be answered by managers-and may display the answers to those questions once they have been written.

73–2. Applicability.

The HOTLINIS program is accessed by the following user groups:

a. Installation/Division Reenlistment NCOs.
b. KEYSTONE Branch.

73–3. Functions.

HOTLINIS has six functions. Two functions, Ask Questions and See Answers are available to field users. The four remaining functions, View Questions, Give Answers, Send Messages, and Update are available only to management users. Note that there is a limit to the number of input lines which may be entered when asking questions, giving answers, or sending messages. These limits are defined in table 73-1, along with the procedures required when executing the various HOTLINIS functions described below.

a. Ask Questions. Enables field users to ask questions of management users.

b. See Answers. Enables field users to view answers to their questions which have been received from management users.

c. View Questions. Questions entered on the Question-Answer file by field users are presented to management users for viewing.

d. Give Answers. Management users answer questions entered by field users and viewed on the Question-Answer file.

e. Send messages. Management users send messages to field users using standardized messages including a "fill in the blank" capability.

f. Update. Management users can add, change or remove standardized messages and/or answers from the Question-Answer file.

73–4. Options.

HOTLINIS provides the user with the following options: Display, Change, Okay and Abort. Table 73-2 summarizes these user options.

Table 73–1
HOTLINIS functions

HOTLINES Function	Procedures
ASK QUESTIONS	Enter A to post a question of up to three lines of text to the Question-Answer file. The question will be retrieved by a system manager and answered later. Proceed to paragraph 73-8.
SEE ANSWERS	Enter S to display the answers on the Question_Answer file which are intended for your location ID. Proceed to paragraph 73-9.
VIEW QUESTIONS	Enter V to see the questions entered by field users on the Question-Answer file. Proceed to paragraph 73-10.
GIVE ANSWERS	Enter G to link a reply to the appropriate question on the Question-Answer file. The entered reply may be an ad hoc answer of up to seven lines of user-input text, or it may be selected, for purposes of efficiency, from among 20 standard answers which reside in a numbered list on the Question-Answer file. Proceed to paragraph 73-11.
SEND MESSAGE	Enter S to post a message to a specific location. The entered message may be an ad hoc message consisting of up to seven lines of user-input text or it may be selected, for purtposes of efficiency, from the numbered list of 20 standard answers that resides on the Question-Answer file. Proceed to paragraph 73-12.
UPDATE	Enter U to examine, delete, modify, or enter new standard answers on the Question-Answer file. Standard answers may consist of a one-line description of the answer, four lines of answer text including asterisk fields which are intended to be filled in by the management user, and up to seven one-line prompts for the information to be entered by the management user in the asterisk fields. Modifications may be made to any component of the standard answer (description, text or prompts) unless the modification involves manipulationg the position of the asterisk fields; in which case the answer must be deleted entirely and then reentered. Proceed to paragraph 73-13.

Table 73–2
HOTLINIS user options

User Option	Procedures
Display	Enter D to display the newly enterd text. All lines of text will be displayed.
Change	Enter C and depress the arriage return key. The program prompts LINE # OR 'END'. The user must identify the line to be changed by entering 1, 2, or 3. The program then allows the user to enter the changed line.
Okay	Enter OKAY to indicate that the question or answer, as displayed, is correct. The user must use the OKAY option after any change is made in order for it to become permanent.
Abort	Enter A to erase the question or answer and return to the beginning of the HOTLINIS program. The question just entered will not be transmitted to the KEYSTONE Branch.

Section II
INPUT REQUIREMENTS

73–5. Input data items.
HOTLINIS requires the user to enter the items described below in table 73-3.

Table 73–3
HOTLINIS input data items

Field Name	Field Label	Valid Values
Location ID	LOCATION ID (4)	Enter the three-character code identifying the unit asking the question. Appendix I contains valid codes.
Social security number	SSN (9)	Enter a nine-digit number which, when liked with the location ID, will serve to identify the question and/or answer. It need not be a valid SSN.
Answer or message number	NUMBER (2)	Enter the number of the standard answer or message to be used.
Text	QUESTION	Enter up to three lines of text. A maximum of 72 characters per line (including spaces) is allowed. End the question with NOMO to indicate the end of the text.
Line number	LINE # (1)	Enter the number corresponding to the line of text which is to be changed. Enter 1, 2, or 3.
Text	ANSWER	Enter up to three lines of text. A maximum of 72 characters per line (including spaces) is allowed. End the answer with NOMO to indicate the end of the text.

73–5A. (Not used.)
(Paragraph not used.)

Section III
PROGRAM OPERATION

73–6. Initiation Procedures.
After completing the sign-on procedures described in Appendix B, the system prints the following message:

ENTER PROGRAM NAME, "LIST" OR "OFF"

The user enters HOTLINIS and depresses the carriage return key. The HOTLINIS program is now ready to communicate with the user.

73–7. Procedures.
Follow the following procedures to execute the HOTLINIS program.

Table 73–7A
Procedures to execute the HOTLINIS program

HOTLINIS: LOCATION ID
USER: Enter your Location Identification code and depress the carriage return key.

HOTLINIS: ASK QUESTIONS, SEE ANSWERS OR “END”?
(This prompt will be seen by field users.)
or
VIEW QUESTIONS, GIVE ANSWERS, SEND MESSAGE,
UPDATE ANSWER FILE OR “END”?
(This prompt will be seen by management users.)
USER:
1. Follow the procedures outlined in table 73-1 to select the desired HOTLINIS function.
2. Depress the carriage return key.

73–8. Ask Question Procedures.

Follow the procedures described below to ask questions of management users. See figure 73-1 for a sample of the HOTLINIS Ask Question procedures.

Table 73–8A
Procedures to ask questions of management users

HOTLINIS: ENTER SSN OR “END”
USER:
1. Enter the SSN which identifies the question being asked.
2. Enter E to return to the previous prompt.
3. Depress the carriage return key.

HOTLINIS: ENTER QUESTION
USER:
1. Enter up to three 72-character lines of text, ending with the delimiter, NOMO.
2. Depress the carriage return key.

HOTLINIS: DISPLAY, CHANGE, OKAY OR ABORT?
USER:
1. See table 73-2 for user option procedures.
2. Depress the carriage return key.

```
ASK QUESTIONS, SEE ANSWERS OR "END"?
A
ENTER SSN OR "END"
 577926696
ENTER QUESTION
 WILL MATERIALS ARRIVE 12 AUG?
 NOMO
DISPLAY, CHANGE, OKAY OR ABORT?
 OK
```

Figure 73–1. Ask question procedures

73–9. See Answer Procedures.

This function requires no further user input. HOTLINIS will display all answers intended for the user's location in the order in which they were received. For each answer displayed, the program provides the question, the date on which the question was asked, the SSN and LOCID of the user who asked the question, and the date on which the question was answered. It should be noted that both the question and answer are removed from the system when the answer is viewed by the user. See figure 73-2 for a sample of the HOTLINIS See Answer procedures.

```
ASK QUESTION, SEE ANSWERS OR "END"?
 S

QUESTION ASKED ON 1/8/83
SSN               156343567
LOCATION          MILK

ANSWERED ON       9/8/83

WHAT PROCEDURES DO WE FOLLOW?

SEE COMMUNICATION OF 12/2/83
```

Figure 73–2. See answer procedures

73–10. View Question Procedures.

Follow the procedures described below to view questions from field users. See figure 73-3 for a sample of the HOTLINIS View Question procedures.

Table 73–10A
Procedures to ask questions of management users

HOTLINIS: ENTER BEGIN DATE OR "ALL"
USER:
1. Enter, in DD/MM/YY format, the beginning date of the period for which unanswered questions are to be displayed.
2. Enter ALL to display all unanswered questions currently on file.
3. Depress the carriage return key.

HOTLINIS: HOTLINIS displays all questions for the time period specified by the user, and returns to the initial program prompt. The program displays the questions using the following format.

```
QUESTION ASKED ON XX/XX/XX
SSN               XXXXXXXXX
LOCATION            XXXX

The text of the question will be displayed here.
```

USER: N/A

```
VIEW QUESTIONS, GIVE ANSWERS, SEND MESSAGE, UPDATE ANSWER FILE OR "END"?VIEW
ENTER BEGIN DATE OR "ALL" ALL

QUESTION ASKED ON 20/ 1/82
SSN                 21264700
LOCATION           MEAD

THIS IS A TEST QUESTION FOR THE MANUAL
CAN THE USER CORRECT ERRORS EASILY NOMO

VIEW QUESTIONS, GIVE ANSWERS, SEND MESSAGE, UPDATE ANSWER FILE OR "END"  END
```

Figure 73–3. View question procedures

73–11. Give Answer Procedures.

Follow the procedures described below to give answers to previously submitted questions. The user may choose to enter new answers or use standardized answers. See figures 73-4 and 73-5 for samples of the HOTLINIS Give Answer procedures.

Table 73–11A

HOTLINIS: ENTER SSN/LOCATION ID OR “END”
USER:
1. Enter the social security number, a slash, and the location ID which identifies the question to be answered.
2. Depress the carriage return key.

HOTLINIS: NEW ANSWER OR USE STANDARDIZED ANSWER?
USER:
1. Enter NEW to create a new answer (one not on file). Proceed to the next prompt.
2. Enter U to answer the question using an already formulated, standardized answer. Skip the next prompt.
3. Depress the carriage return key.

HOTLINIS: ENTER ANSWER
USER:
1. Enter up to four 72-character lines of text ending with the delimiter, NOMO. Skip the next prompt.
2. Depress the carriage return key.

HOTLINIS: LIST ANSWERS, PICK AN ANSWER OR “END”
USER:
1. Enter a number from 1 to 20 to post a specific answer to the file.
2. Enter L to obtain a list of the answers on file.
3. Depress the carriage return key.

HOTLINIS: DISPLAY CHANGE, OKAY OR ABORT?
USER:
1. See Table 73-2 for user option procedures. When 0 is entered, HOTLINIS posts the answer to the file and returns to the initial program prompt.
2. Depress the carriage return key.

```
VIEW QUESTIONS, GIVE ANSWERS, SEND MESSAGE, UPDATE ANSWER FILE OR "END"?GIVE
ENTER SSN/LOCATION ID OR "END" XXXXXXXXXXXXX
NEW ANSWER OR USE STANDARDIZED ANSWER?NEW
ENTER ANSWER
XX XXX XXX XXXXXXXXXXX XXX XXXXXXXX XXX XXXX XXX XXXXXXXX XX XXXXX XXXXX
NOMO
DISPLAY,CHANGE OR OKAY?D

XX XXX XXX XXXXXXXXXXX XXX XXXXXXXX XXX XXXX XXX XXXXXXXX XX XXXXX XXXXX



DISPLAY,CHANGE OR OKAY?OK
ENTER SSN/LOCATION ID OR "END" END
```

Figure 73–4. Give new answer procedures

```
VIEW QUESTIONS, GIVE ANSWERS, SEND MESSAGES, UPDATE ANSWER FILE OR
"END" G
ENTER SSN/LOCATION ID OR "END" XXXXXXXXX/XXX
NEW ANSWER OR USE STANDARDIZED ANSWER?  USE
LIST ANSWERS, PICK AN ANSWER OR "END" LIST
NUMBER OR "ALL" ALL
1.
XXXX XX XXXXXX XXXXX XXX
2.
XXXX XX XXXXX XXX XXXX
3.
XX XXX XXXXX XXXX
LIST ANSWERS, PICK AN ANSWER OR "END" 3

XXXX XX XXXXX XX _____.
DISPLAY, CHANGE, OKAY OR ABORT?  DIS

XXXX XX XXXXX XX XXXX.
DISPLAY, CHANGE, OKAY OR ABORT?  OK
ENTER SSN/LOCATION ID OR "END" END
```

Figure 73–5. Standardized answer procedures

73–12. Send Message Procedures.

Follow the procedures below to send messages to field users. See figure 73-6 for a sample of the HOTLINIS Send Message procedures.

Table 73–12A
Procedures to send messages to field users

HOTLINIS: LOCATION ID

Table 73–12A
Procedures to send messages to field users—Continued

USER:
1. Enter the location ID which identifies the user who is to receive the message.
2. Depress the carriage return key.

HOTLINIS: USE A STANDARDIZED MESSAGE?
USER:
1. Enter Y if a standardized (on-file) message is to be used. Skip the next prompt.
2. Enter N if a new message is to be created.
   Proceed to the next prompt.
3. Depress the carriage return key.

HOTLINIS: ENTER MESSAGE
USER:
1. Enter up to three 72-character lines of question text and four 72-character lines of answer text, ending with the delimiter, NOMO.
2. Depress the carriage return key.

HOTLINIS: LIST ANSWERS, PICK AN ANSWER OR “END”
USER:
1. Enter L to obtain a list of standardized answers. Proceed to the next prompt.
2. Enter a specific answer number to post a specific answer to the file. Skip the next prompt.
3. Enter E to return to the previous prompt.
4. Depress the carriage return key.

HOTLINIS: NUMBER OR “ALL”
USER:
1. Enter a specific answer number to examine a certain answer description.
2. Enter ALL to see only the standardized answers on file.
3. Depress the carriage return key.

HOTLINIS: In response to the input of a specific answer number, the program will display the standardized answer and will prompt the user for input to fill in any blanks.
USER:
1. Enter any prompted-for input.
2. Depress the carriage return key.

HOTLINIS: DISPLAY, CHANGE, OK, OR ABORT?
USER:
1. Select the desired option per the instructions in table 73-2. When 0 is entered, HOTLINIS posts the message to the file and returns to the initial program prompt.
2. Depress the carriage return key.

```
VIEW QUESTIONS, GIVE ANSWERS, SEND MESSAGE, UPDATE ANSWER FILE OR "END" S
LOCATION IDDIX
USE A STANDARDIZED MESSAGE?YES
LIST ANSWERS, PICK AN ANSWER OR "END"?LIST
NUMBER OR "ALL" ALL
 1.
THIS IS MY FIRST TEST
 2.
THIS IS MY SECOND TEST
 5.
ZERO PROMPTS
LIST ANSWERS, PICK AN ANSWER OR "END"?END
```

Figure 73–6. Send message procedures

73–13. Update procedures.

Follow the procedures described below to update the answer file. See figure 73-7 for a sample of the HOTLINIS Update procedures.

Table 73–13
Procedures to update the answer file

HOTLINIS: LIST, NEW, UPDATE, DELETE, OR “END”?

USER:

1. Enter L to receive a list of answer descriptions on the file and depress the carriage return key.
Proceed to paragraph 73-13.a.
2. Enter N to post a new answer to the file and depress the carriage return key. Proceed to paragraph 73-13.b.
3. Enter U to update an answer already on file and depress the carriage return key. Proceed to paragraph 73-13.c.
4. Enter D to delete an answer from the file and depress the carriage return key. Proceed to paragraph 73-13.d.
5. Enter E to terminate the program and depress the carriage return key.

a. If the user has entered L in response to LIST, NEW, UPDATE, DELETE, OR “END”?, follow the procedures below.

Table 73–13A
Procedures to follow if the user has entered L in response to LIST, NEW, UPDATE, DELETE, OR “END”?

HOTLINIS: NUMBER OR “ALL”?

USER:

1. Enter a specific answer number or ALL to display either a single standardized answer or all standardized answers, respectively.
2. Depress the carriage return key.

b. If the user has entered N in response to LIST, NEW, UPDATE, DELETE OR “END”?, follow the procedures below.

Table 73–13B
Procedures to follow if the user has entered N in response to LIST, NEW, UPDATE, DELETE OR “END”?

HOTLINIS: NUMBER?

USER:

1. Enter the number of the standardized answer to be written to the file. Recall that only 20 standardized answers may reside on the file at one time.
2. Depress the carriage return key.

Table 73–13B
Procedures to follow if the user has entered N in response to LIST, NEW, UPDATE, DELETE OR "END"?—Continued

HOTLINIS: INSTRUCTIONS?
USER:
1. Enter N if instructions regarding how to enter a new answer are not required and skip the following prompt, or enter Y if instructions for entering new answers are required.
2. Depress the carriage return key.

HOTLINIS: ENTER ANSWER AT PROMPT AS IT SHOULD APPEAR TO THE CAREER COUNSELOR. FOR FIELDS TO BE PROMPTED FOR ENTER ONE * FOR EACH CHARACTER INCLUDING BLANKS IF THEY ARE PART OF THE STRING.
USER: This is informational only; no user input is required.

HOTLINIS: ENTER ANSWER
USER:
1. Enter up to four lines of standardized answer text (72-characters long including asterisks (*)) in the fields to be entered by the management user. Up to seven fields may be entered as asterisks. End the text with the delimiter, NOMO.
2. Depress the carriage return key.

HOTLINIS: DISPLAY, CHANGE, OR OKAY?
USER:
1. Enter the desired option per the instructions in table 73-2.
2. Depress the carriage return key.

HOTLINIS: ENTER A ONE LINE DESCRIPTION OF THE ANSWER AT THE PROMPT. THIS LINE WILL BE SHOWN WHEN THE ANSWERS ARE LISTED.
ENTER DESCRIPTION
USER:
1. Enter one-line descriptive message of up to 72 characters.
2. Depress the carriage return key.

HOTLINIS: DISPLAY, CHANGE, OKAY OR ABORT?
USER:
1. Enter the desired option per the instructions in table 73-2.
2. Depress the carriage return key.

HOTLINIS: THE ANSWER THAT WAS JUST ENTERED WILL BE DISPLAYED WITH THE PROMPT FIELDS NUMBERED.
ENTER UP TO ONE LINE OF PROMPT TEXT FOR EACH NUMBERED FIELD
ENTER TEXT FOR PROMPT # X
USER:
1. For each field in the entered standardized answer which must be filled in by the field user, enter one prompt up to 72 characters long for the required information.
2. Depress the carriage return key.

HOTLINIS: DISPLAY, CHANGE, OKAY OR ABORT?
USER:
1. Select the desired option per the instructions in table 73-2.
2. Depress the carriage return key.

HOTLINIS: THIS ANSWER CAN NOW BE REFERRED TO AS NUMBER XX
USER: This is informational only; no user input is required.

c. If the user has entered U in response to LIST, NEW, UPDATE, DELETE OR "END"?, follow the procedures below.

Table 73–13C
Procedures to follow if the user has entered U in response to LIST, NEW, UPDATE, DELETE OR "END"?

HOTLINIS: NUMBER?
USER:
1. Enter the number of the standardized answer to be modified.

Table 73–13C
Procedures to follow if the user has entered U in response to LIST, NEW, UPDATE, DELETE OR "END"?—Continued

2. Depress the carriage return key.

HOTLINIS: ANSWER TEXT, DESCRIPTION, PROMPT/PROMPT NUMBER OR "END"?

1. Enter A if the answer text is to be modified, depress the carriage return key, and proceed to paragraph 73-13.c (1).
2. Enter D if the description of the answer to be modified, depress the carriage return key, and proceed to paragraph 73-13.c (2).
3. Enter P, slash, and the number of the prompt to be modified if a prompt's text is to be modified, depress the carriage return key, and proceed to paragraph 73-13.c (3).
4. Enter END to return to the opening prompt.
5. Depress the carriage return key.

(1) To modify the answer text, follow the procedures below.

Table 73–3C(1)
Procedures to modify the answer text

HOTLINIS: LINE # OR "END"?
USER:
1. Enter the number of the line of answer text to be modified or enter END to return to the previous prompt.
2. Depress the carriage return key.

HOTLINIS: ENTER NEW LINE
USER:
1. Enter a new 72-character line of answer text.
2. Depress the carriage return key.

HOTLINIS: DISPLAY, CHANGE, OKAY, OR END?
USER:
1. Select the desired option per the instructions in table 73-2.
2. Depress the carriage return key.

HOTLINIS: LINE #OR "END"?
USER:
1. Enter another text line number or enter END to end processing of answer text modifications.
2. Depress the carriage return key.

(2) To modify the description of the answer, follow the procedures below.

Table 73–3C(2)
Procedures to modify the description of the answer

HOTLINIS: ENTER NEW DESCRIPTION
USER:
1. Enter one new line of description text (up to 72-characters).
2. Depress the carriage return key.

HOTLINIS: DISPLAY, CHANGE, OKAY, OR END?
USER:
1. Select the desired option per the instructions in table 73-2.
2. Depress the carriage return key.

(3) To modify a prompt, follow the procedures below.

Table 73–3C(3)
Procedures to modify a prompt

HOTLINIS: ENTER NEW PROMPT
USER:
1. Enter one line of up to 72 characters of prompt text.
2. Depress the carriage return key.

d. If the user has entered D in response to LIST, NEW, UPDATE, DELETE OR "END"?, follow the procedures below

Table 73–3D
Procedures to follow if the user has entered D in response to LIST, NEW, UPDATE, DELETE OR "END"?

HOTLINIS: ANSWER NUMBER?
USER:
1. Enter the number of the standardized answer to be deleted.
2. Depress the carriage return key.

HOTLINIS: ANSWER NUMBER X DELETED
USER: This is informational only; no user input is required.

```
DISPLAY, CHANGE, OKAY OR ABORT?OK
THE ANSWER THAT WAS JUST ENTERED WILL BE
DISPLAYED WITH THE PROMPT FIELDS NUMBERED.
ENTER UP TO ONE LINE OF PROMPT TEXT FOR
EACH NUMBERED FIELD
THIS IS ANOTHER TEST OF 1*****.
ENTER TEXT FOR PROMPT *1
MUSIC
DISPLAY, CHANGE, OKAY OR ABORT?OK
THIS ANSWER CAN NOW BE REFERRED RO AS NUMBER 3
LIST, NEW, UPDATE, DELETE OR "END"?END
```

Figure 73–7. Update procedures

Section IV
OUTPUT DESCRIPTION

73–14. Output.
HOTLINIS provides answers to previously submitted questions, a list of standardized messages, a list of standardized answers, and any messages sent to field users by management.

73–14A. (Not used.)
(Paragraph not used.)

Section V
ERROR MESSAGES AND CORRECTION PROCEDURES

73–15. System Errors.
The following is a list of possible system errors. If any of these error messages appear, call the KEYSTONE Branch immediately.

1. ERROR: TEST MUST END WITH A PERIOD - QUIT.
2. ERROR ON LUN - XXX
   VSAM ERROR RETURN CODE=XXX
   ACTION CODE=XXX
   KEYS (IN HEX)=XXXXXXXX XXXXXXXX
   RECORD TYPE=XXX
   SPARE VARIABLE 1=XXXXXX
   SPARE VARIABLE 2=XXXXXX
3. 0 CALL KEYSTONE BRANCH.
4. XXXX ERROR=XXXXXXXX ON LUN XXX
5. NO SINK AVAILABLE FOR LUN XXX
6. 79 INVALID NUMREC IN SIOXX.
7. THIS OPTION NOT AVAILABLE AT THIS TIME
8. 63 XXX CONFLICT IN SIOXX
9. ERROR - SIOXX - FOR XXX XXXX AND LINEND XXXXXXXXX
10. **** TRACE BACK ****

ENTRY POINT	ENTRY ADDRESS	RETURN ADDRESS
XXXXXXXX	ZZZZZZZZ	ZZZZZZZZ

11. ERROR IN SIOXX, ACTION=XXXX RECTYP=X NUMREC=XXX
12. 63 UXQ CONFLICT IN SIO99.
13. XX INVALID NUMREC IN SIO99.
14. ERROR - SIO99 - FOR UXQ XXXXXXXXX AND ACTION XXXX
    NUMREC=XXXXXXXXXX
15. XX USRTYP INVALID - XXXXXX *X.
16. VMCF ERROR=XXXXXXX FOR LUN XXX
17. ILLEGAL CALLING MODE
18. PROGRAM PARAMETER NOT SPECIFIED - HOTLINIS MAIN
19. LOCATION ID NOT VERIFIED. PLEASE CALL KEYSTONE BRANCH.

73–16. Operation Errors.

The following list contains possible operation error messages and the corrective action to be taken for each.

Table 73–16
List of possible operation error messages and the corrective action to be taken for each

MESSAGE: LOCATION ID NOT VERIFIED. PLEASE CALL KEYSTONE BRANCH.
ACTION: Call the specified office.

MESSAGE: SSN XXXXXXXXX ALREADY ON FILE
ACTION: The user has entered an SSN used to identify a question. Enter a different SSN or END.

MESSAGE: THREE TRIES ARE ALL YOU GET
ACTION: The user has only three opportunities to enter a valid location ID before the program terminates automatically. Begin again.

MESSAGE: THERE ARE NO ANSWERS ON FILE FOR LOCATION ID XXXX
ACTION: This is an information message. Try again later.

MESSAGE:
1. INVALID SSN
2. ALL CANNOT BE USED
3. LOCATION ID ERROR
4. XXX IS AN INVALID ID
5. IMPROPER ANSWER
6. PROMPT DOES NOT EXIST

ACTION: The above error messages all refer to errors made by the user in entering data or in leaving required fields blank. Verify the data and reenter it in the proper format.

MESSAGE:
1. SSN XXXXXXXXXX NOT ON FILE
XXXXXXXXX LOCID XXXX ALREADY HAS AN ANSWER RECORDED

ACTION: In both cases, answers cannot be written to the file. Enter a valid SSN or END.

Table 73–16
List of possible operation error messages and the corrective action to be taken for each—Continued

MESSAGE: CHOSEN ANSWERS NOT ON FILE **ACTION:** No answers were found for the input LOC ID and SSN. Begin again.
MESSAGE: NOTE: TO CHANGE THE POSITION OR LENGTH OF THE ED FIELDS DELETE THE ANSWER FIRST AND REENTER. **ACTION:** This is an information message. Note the instructions.
MESSAGE: MORE THAN SEVEN PROMPTS CANNOT BE ENTERED **ACTION:** This is an information message. Limit input of prompts to seven or fewer.
MESSAGE: NO QUESTIONS FOUND FOR THIS SEARCH **ACTION:** No questions were found on file that match the input dates. This is an information message.
MESSAGE: NO QUESTIONS FOUND FOR THIS SEARCH **ACTION:** No questions were found on file that match the input dates. This is an information message.
MESSAGE: ALREADY 10 MESSAGES ON FILE **ACTION:** This is an information message. No more than ten messages may be placed on the file at a time.
MESSAGE: ANSWER NUMBER XX IS NOT ON FILE **ACTION:** The entered answer number does not correspond to any patent answer on file. Choose another answer number.

Chapter 74
TOC PROGRAM

Section I
PROGRAM SUMMARY

74–1. Purpose.

The TOC (Terminal Operations Center) program is used from an on-line terminal for overnight batch auto-log submission of report programs. The batch job(s)will be processed early in the morning of the following day, between 0145 and 0400 hours. Due to Saturday evening CTS2 shutdown, TOC jobs submitted on Saturdays are not processed until early Monday morning to ensure their uninterrupted execution. In addition to the batch submission function, TOC must be run at least once a day to submit the system software that will actually process the card job files input into the virtual card reader. The TOC program may be run for batch auto-log submission before or after the cards are submitted.

74–2. Applicability.

The TOC program is accessed by the following user groups:

a. KEYSTONE Branch
b. Accessions Management Branch

74–3. Functions.

TOC has two functions. These include:

a. Overnight batch auto-log submission. TOC is used from an on-line terminal to submit a card report job which will be processed early the following morning. The card report job will consist of all deferred batch jobs submitted to the virtual card reader under the user's ID. The user ID for the deferred batch jobs must therefore be the same as the user ID from which TOC is run. The TOC program may be run before or after the deferred batch jobs are submitted.

b. System software submission. TOC must be run at least once a day to submit the system software that will actually process the card job files input into the virtual card reader.

Section II
INPUT REQUIREMENTS

74–4. Data Items.
TOC does not require any further input after the initial command invocation.

74–4A. (Not used.)
(Paragraph not used.)

Section III
PROGRAM OPERATION

74–5. Initiation Procedures.
After completing the sign-on procedures described in Appendix B, the system prints the following message:

ENTER PROGRAM NAME, “LIST” OR “OFF”

The user enters TOC and depresses the carriage return key. The program requires no further input from the user. TOC will initiate a card report job to be run early the following morning. All deferred batch jobs which have been sent under the user’s ID prior to the execution of the card report job will be included in the card report processing.

74–5A. (Not used.)
(Paragraph not used.)

Section IV
OUTPUT DESCRIPTION

74–6. Output.
TOC provides no direct output. Instead, the program initiates a card report job to be run early the following morning. The card report job removes the card job files from the user’s virtual card reader, executes the program(s) submitted by the cards, and sends the output to the user’s high-speed remote printer.

74–6A. (Not used.)
(Paragraph not used.)

Section V
ERROR MESSAGES AND CORRECTION PROCEDURES

74–7. System Errors.
The following is a representative list of possible system errors. If any such error messages appear, call the KEYSTONE Branch immediately.

```
1. **** TRACE BACK ****
     ENTRY POINT     ENTRY ADDRESS     RETURN ADDRESS
     XXXXXXXX        ZZZZZZZZ          ZZZZZZZZ
2. ERROR: ON LUN=XXXXXX
     VSAM ERROR RETURN CODE=XXXXXX
     ACTION CODE=XXX
     KEYS (IN HEX)=ZZZZZZZZ, ZZZZZZZZ
     RECORD TYPE=XXX
     SPARE VARIABLE X=XXXXXX
     CALL KEYSTONE BRANCH
3. SYSTEM ERROR: INVALID XXXXX IN XXXX
     : ILLEGAL XXXXXX
     : OCCURRED IN XXX WHEN CALLING XXXX
     : IN XXXXXX WHEN RUNNING XXXXX
     : RETURNED BY XXXX
     : ERROR IN XXXX
     : XXXX NOT FOUND
     : RECORD DESCRIPTOR HAS XXXXXXX RETURN CODE IS XX
     : PLEASE CALL KEYSTONE BRANCH
```

4. ERROR: READING XXXXX
   : INVALID XXXX INDICATOR IN SUBROUTINE XX
   : XXX NOT FOUND ON XXXX FILE
   : XXXXX ERROR-SUBROUTINE XXXXXX
   : SIOXX-FOR KEY XXXXXX AND ACTION XXXX NUMREC=XXXXXXXX
   : ILLEGAL XXXX PASSED TO XXXXXX
   : BAD XXXX IN XXXXXX
   : IN XXXXX - XXXXXX
   : CANNOT FIND XXXX ON XXXXXX
5. FATAL ERROR - XXXXXX
6. SIOXX ERROR: XXXXXX
7. INVALID XXXXX IN SIOXX
8. INVALID VALUE FOR XXXXX IN XXXXXX
9. BAD RETURN FROM XXXX IN XXXXXX
10. UNABLE TO GET DATA FROM XXXXXX
    VALIDATE XXXX - XXXXXX
    DECODE XX TYPE XXXXXX
12. VSAM ERROR=XXXX ON LUN XXX
13. VMCF ERROR=XXXXXX FOR LUN XXX
14. NO SINK AVAILABLE FOR LUN XXX
15. NO XXXXXX FOUND IN XXXXX
16. XXXXXX RECEIVED BY XXXX IS INCORRECT
17. $CTS ERROR IN XXXX ROUTINE

74–8. Operation Errors.

There are no operation errors for the TOC program.

74–9. Batch Processing Information Messages and Operation Errors.

The following messages may occur during batch processing.

Table 74–9A
Batch Processing Information Messages and Operation Errors

MESSAGE: CONFIRMING AUTOLOGON AT MM/DD HH:MM

ACTION: This is an informational message which appears on the terminal to indicate successful execution of the TOC program. No action is required.

MESSAGE:

1. / / IS THE MAXIMUM NUMBER OF PRINT LINES ALLOWED PER BATCH 538 EXECUTION WHICH THIS PROGRAM HAS EXCEEDED. JOB SUBMISSION INPUT FOR THIS RUN IS LISTED BELOW.
2. / / IS THE MAXIMUM NUMBER OF CPU SECONDS ALLOWED PER BATCH JOB EXECUTION/WHICH THIS PROGRAM HAS EXCEEDED. JOB SUBMISSION INPUT FOR THIS RUN IS LISTED BELOW.
3. THE PROMPT RESPONSES ARE INCORRECT OR INSUFFICIENT FOR THIS PROGRAM. JOB SUBMISSION INPUT FOR THIS RUN IS LISTED BELOW.
4. THIS PROGRAM HAS A SERIOUS PROBLEM WHICH HAS CAUSED THE COMPUTER TO STOP ITS EXECUTION. PLEASE NOTIFY S. A. C. AT ONCE TO CORRECT THIS PROBLEM. JOB SUBMISSION FOR THIS RUN IS LISTED BELOW.

ACTION: One of the deferred batch jobs executed by TOC has exceeded the specified limit. Correct the problem as indicated or call the KEYSTONE Branch for further information.

Chapter 75
TOCI PROGRAM

Section I
PROGRAM SUMMARY

75–1. Purpose.

The TOCI (Terminal Operations Center-Immediate Submission) program is used from an on-line terminal for immediate batch submission of report programs. The batch job(s) will be processed ten minutes after TOCI is invoked, and

will include all deferred batch jobs previously submitted to the virtual card reader under the user's ID. The TOCI program must therefore be run after the report job cards are submitted.

75–2. Applicability.

The TOCI program is accessed by the following user groups:

a. KEYSTONE Branch
b. Accessions Management Branch

75–3. Functions.

TOCI is used from an on-line terminal to submit a card report job which will be processed ten minutes after TOCI is invoked. The card report job will consist of all deferred batch jobs previously submitted to the virtual card reader under the user's ID. The user ID for the deferred batch jobs must therefore be the same as the user ID from which TOCI is run. The TOCI program must be run after the applicable deferred batch jobs are submitted.

Section II
PROGRAM OPERATION

75–4. Initiation Procedures.

After completing the sign-on procedures described in Appendix B, the system prints the following message:

ENTER PROGRAM NAME, "LIST" OR "OFF"

The user enters TOCI and depresses the carriage return key. The program is now ready to communicate with the user.

75–5. Procedures.

Follow the procedures described below to submit the card report job.

Table 75–5A
Procedures to submit the card report job

TOCI: THIS PROGRAM WILL TERMINATE YOUR SESSION TO RUN YOUR BATCH JOBS!
DO YOU WISH TO CONTINUE? (YES OR NO)

USER:
1. Enter N to terminate the program without further processing.
2. Enter Y to submit the card report job and terminate the terminal session. Proceed to the next prompt.
3. Depress the carriage return key.

TOCI: A BATCH JOB WILL RUN ON THIS USER ID IN 10 MINUTES. PLEASE DO NOT SIGN ON FOR AT LEAST 10 MINUTES TO ALLOW THE JOB TO START. THE SYSTEM WILL ALLOW YOU TO SIGN ON AGAIN AFTER THE JOB HAS STOPPED. ALL REPORT JOBS PREVIOUSLY SUBMITTED WILL BE RUN.

USER: No action is required. TOCI will terminate the user's terminal session and then run the card report job. All deferred batch report jobs which were previously sent under the user's ID will be included in the card report processing.

Section III
OUTPUT DESCRIPTION

75–6. Output.

TOCI provides no direct output. Instead, the program initiates a card report job to be run ten minutes after TOCI is invoked. The card report job removes the card job files from the user's virtual card reader, executes the program(s) submitted by the cards, and sends the output to the user's high-speed remote printer.

75–6A. (Not used.)

(Paragraph not used.)

Section IV
ERROR MESSAGES AND CORRECTION PROCEDURES

75–7. System Errors.

The following is a representative list of possible system errors. If any such error messages appear, call the KEYSTONE

Branch immediately.

1. **** TRACE BACK ****
   ENTRY POINT ENTRY ADDRESS RETURN ADDRESS
   XXXXXXXX ZZZZZZZZ ZZZZZZZZ
2. ERROR: ON LUN=XXXXXX
   VSAM ERROR RETURN CODE=XXXXXX
   ACTION CODE=XXX
   KEYS (IN HEX)=ZZZZZZZZ, ZZZZZZZZ
   RECORD TYPE=XXX
   SPARE VARIABLE X=XXXXXX
   CALL KEYSTONE BRANCH
3. SYSTEM ERROR: INVALID XXXXX IN XXXX
   : ILLEGAL XXXXXX
   : OCCURRED IN XXX WHEN CALLING XXXX
   : IN XXXXXX WHEN RUNNING XXXXX
   : RETURNED BY XXXX
   : ERROR IN XXXX
   : XXXX NOT FOUND
   : RECORD DESCRIPTOR HAS XXXXXXX RETURN CODE IS XX
   : PLEASE CALL KEYSTONE BRANCH
4. ERROR: READING XXXXX
   : SUBMITTING BATCH JOB
   : INVALID XXXX INDICATOR IN SUBROUTINE XX
   : XXX NOT FOUND ON XXXX FILE
   : XXXXX ERROR-SUBROUTINE XXXXXX
   : SIOXX-FOR KEY XXXXXX AND ACTION XXXX NUMREC=XXXXXXXX
   : ILLEGAL XXXX PASSED TO XXXXXX
   : BAD XXXX IN XXXXXX
   : IN XXXXX - XXXXXX
   : CANNOT FIND XXXX ON XXXXXX
5. FATAL ERROR - XXXXXX
6. SIOXX ERROR: XXXXXX
7. INVALID XXXXX IN SIOXX
8. INVALID VALUE FOR XXXXX IN XXXXXX
9. BAD RETURN FROM XXXX IN XXXXXX
10. UNABLE TO GET DATA FROM XXXXXX
    VALIDATE XXXX - XXXXXX
    DECODE XX TYPE XXXXXX
12. VSAM ERROR=XXXX ON LUN XXX
13. VMCF ERROR=XXXXXX FOR LUN XXX
14. NO SINK AVAILABLE FOR LUN XXX
15. NO XXXXXX FOUND IN XXXXX
16. XXXXXX RECEIVED BY XXXX IS INCORRECT
17. $CTS ERROR IN XXXX ROUTINE

75–8. Operation Errors.

There are no operation errors for the TOCI program.

75–9. Batch Processing Information Messages and Operation Errors.

The following messages may occur during batch processing.

Table 75–9A
Batch Processing Information Messages and Operation Errors

MESSAGE: CONFIRMING AUTOLOGON AT MM/DD HH:MM
ACTION: This is an informational message which appears on the terminal to indicate successful execution of the TOCI program. No action is required.

MESSAGE:

1. / / IS THE MAXIMUM NUMBER OF PRINT LINES ALLOWED PER BATCH JOB EXECUTION WHICH THIS PROGRAM HAS

Table 75–9A
Batch Processing Information Messages and Operation Errors—Continued

EXCEEDED. JOB SUBMISSION INPUT FOR THIS RUN IS LISTED BELOW.
2. / / IS THE MAXIMUM NUMBER OF CPU SECONDS ALLOWED PER BATCH JOB EXECUTION/WHICH THIS PROGRAM HAS EXCEEDED. JOB SUBMISSION INPUT FOR THIS RUN IS LISTED BELOW.
3. THE PROMPT RESPONSES ARE INCORRECT OR INSUFFICIENT FOR THIS PROGRAM. JOB SUBMISSION INPUT FOR THIS RUN IS LISTED BELOW.
4. THIS PROGRAM HAS A SERIOUS PROBLEM WHICH HAS CAUSED THE COMPUTER TO STOP ITS EXECUTION. PLEASE NOTIFY S.A.C. AT ONCE TO CORRECT THIS PROBLEM. JOB SUBMISSION FOR THIS RUN IS LISTED BELOW.

ACTION: One of the deferred batch jobs executed by TOCI has exceeded the specified limit. Correct the problem as indicated or call the KEYSTONE Branch for further information.

Chapter 76
USAREC PROGRAM

Section I
PROGRAM SUMMARY

76–1. Purpose.
The USAREC program is used from an on-line terminal for overnight batch auto-log submission of report programs. The batch job(s) will be processed early in the morning of the following day, between 0145 and 0400 hours. Due to Saturday evening CTS2 shutdown, USAREC jobs submitted on Saturdays are not processed until early Monday morning to ensure their uninterrupted execution. In addition to the batch submission function, USAREC must be run at least once a day to submit the system software that will actually process the card job files input into the virtual card reader. The USAREC program may be run for batch auto-log submission before or after the cards are submitted.

76–2. Applicability.
The USAREC program is accessed by the following user groups:
a. KEYSTONE Branch
b. USAREC

76–3. Functions.
USAREC has two functions. These include:
a. Overnight batch auto-log submission. USAREC is used from an on-line terminal to submit a card report job which will be processed early the following morning. The card report job will consist of all deferred batch jobs submitted to the virtual card reader under the user's ID. The user ID for the deferred batch jobs must therefore be the same as the user ID from which USAREC is run. The USAREC program may be run before or after the deferred batch jobs are submitted.
b. System software submission. USAREC must be run at least once a day to submit the system software that will actually process the card job files input into the virtual card reader.

Section II
INPUT REQUIREMENTS

76–4. Data Items.
USAREC does not require any further input after the initial command invocation.

76–4A. (Not used.)
(Paragraph not used.)

Section III
PROGRAM OPERATION

76–5. Initiation Procedures.
After completing the sign-on procedures described in Appendix B, the system prints the following message:

ENTER PROGRAM NAME, “LIST” OR “OFF”

The user enters USAREC and depresses the carriage return key. The program requires no further input from the user. USAREC will initiate a card report job to be run early the following morning. All deferred batch jobs which have been sent under the user’s ID prior to the execution of the card report job will be included in the card report processing.

76–5A. (Not used.)

(Paragraph not used.)

Section IV
OUTPUT DESCRIPTION

76–6. Output.

USAREC provides no direct output. Instead, the program initiates a card report job to be run early the following morning. The card report job removes the card job files from the user’s virtual card reader, executes the program(s) submitted by the cards, and sends the output to the user’s high-speed remote printer.

76–6A. (Not used.)

(Paragraph not used.)

Section V
ERROR MESSAGES AND CORRECTION PROCEDURES

76–7. System Errors.

The following is a representative list of possible system errors. If any such error messages appear, call the KEYSTONE Branch immediately.

```
1. **** TRACE BACK ****
     ENTRY POINT     ENTRY ADDRESS     RETURN ADDRESS
     XXXXXXXX        ZZZZZZZZ          ZZZZZZZZ
2. ERROR: ON LUN=XXXXXX
     VSAM ERROR RETURN CODE=XXXXXX
     ACTION CODE=XXX
     KEYS (IN HEX)=ZZZZZZZZ, ZZZZZZZZ
     RECORD TYPE=XXX
     SPARE VARIABLE X=XXXXXX
     CALL KEYSTONE BRANCH
3. SYSTEM ERROR: INVALID XXXXX IN XXXX
     : ILLEGAL XXXXXX
     : OCCURRED IN XXX WHEN CALLING XXXX
     : IN XXXXXX WHEN RUNNING XXXXX
     : RETURNED BY XXXX
     : ERROR IN XXXX
     : XXXX NOT FOUND
     : RECORD DESCRIPTOR HAS XXXXXXX RETURN CODE IS XX
     : PLEASE CALL KEYSTONE BRANCH
4. ERROR: READING XXXXX
     : SUBMITTING BATCH JOB
     : INVALID XXXX INDICATOR IN SUBROUTINE XX
     : XXX NOT FOUND ON XXXX FILE
     : XXXXX ERROR-SUBROUTINE XXXXXX
     : SIOXX-FOR KEY XXXXXX AND ACTION XXXX NUMREC=XXXXXXXX
     : ILLEGAL XXXX PASSED TO XXXXXX
     : BAD XXXX IN XXXXXX
     : IN XXXXX - XXXXXX
     : CANNOT FIND XXXX ON XXXXXX
5. FATAL ERROR - XXXXXX
6. SIOXX ERROR: XXXXXX
7. INVALID XXXXX IN SIOXX
8. INVALID VALUE FOR XXXXX IN XXXXXX
9. BAD RETURN FROM XXXX IN XXXXXX
10. UNABLE TO GET DATA FROM XXXXXX
```

VALIDATE XXXX - XXXXXX
DECODE XX TYPE XXXXXX

12. VSAM ERROR=XXXX ON LUN XXX
13. VMCF ERROR=XXXXXX FOR LUN XXX
14. NO SINK AVAILABLE FOR LUN XXX
15. NO XXXXXX FOUND IN XXXXX
16. XXXXXX RECEIVED BY XXXX IS INCORRECT
17. $CTS ERROR IN XXXX ROUTINE

76–8. Operation Errors.

There are no operation errors for the USAREC program.

76–9. Batch Processing Information Messages and Operation Errors.

The following messages may occur during batch processing.

Table 76–9A
Batch Processing Information Messages and Operation Errors

MESSAGE: CONFIRMING AUTOLOGON AT MM/DD HH:MM

ACTION: This is an informational message which appears on the terminal to indicate successful execution of the USAREC program. No action is required.

MESSAGE:

1. / / IS THE MAXIMUM NUMBER OF PRINT LINES ALLOWED PER BATCH JOB EXECUTION WHICH THIS PROGRAM HAS EXCEEDED. JOB SUBMISSION INPUT FOR THIS RUN IS LISTED BELOW.
2. / / IS THE MAXIMUM NUMBER OF CPU SECONDS ALLOWED PER BATCH JOB EXECUTION/WHICH THIS PROGRAM HAS EXCEEDED. JOB SUBMISSION INPUT FOR THIS RUN IS LISTED BELOW.
3. THE PROMPT RESPONSES ARE INCORRECT OR INSUFFICIENT FOR THIS PROGRAM. JOB SUBMISSION INPUT FOR THIS RUN IS LISTED BELOW.
4. THIS PROGRAM HAS A SERIOUS PROBLEM WHICH HAS CAUSED THE COMPUTER TO STOP ITS EXECUTION. PLEASE NOTIFY S.A.C. AT ONCE TO CORRECT THIS PROBLEM. JOB SUBMISSION FOR THIS RUN IS LISTED BELOW.

ACTION: One of the deferred batch jobs executed by USAREC has exceeded the specified limit. Correct the problem as indicated or call the KEYSTONE Branch for further information.

Chapter 77
USARECI PROGRAM

Section I
PROGRAM SUMMARY

77–1. Purpose.

The USARECI program is used from an on-line terminal for immediate batch submission of report programs. The batch job(s) will be processed ten minutes after USARECI is invoked, and will include all deferred batch jobs previously submitted to the virtual card reader under the user's ID. The USARECI program must therefore be run after the report job cards are submitted.

77–2. Applicability.

The USARECI program is accessed by the following user groups:

a. KEYSTONE Branch
b. USAREC

77–3. Functions.

USARECI is used from an on-line terminal to submit a card report job which will be processed ten minutes after USARECI is invoked. The card report job will consist of all deferred batch jobs previously submitted to the virtual card reader under the user's ID. The user ID for the deferred batch jobs must therefore be the same as the user ID from which USARECI is run. The USARECI program must be run after the applicable deferred batch jobs are submitted.

Section II
PROGRAM OPERATION

77–4. Initiation Procedures.

After completing the sign-on procedures described in Appendix B, the system prints the following message:

ENTER PROGRAM NAME, “LIST” OR “OFF”

The user enters USARECI and depresses the carriage return key. The program is now ready to communicate with the user.

77–5. Procedures.

Follow the procedures described below to submit the card report job.

Table 77–5A
Procedures to submit the card report job

USARECI: THIS PROGRAM WILL TERMINATE YOUR SESSION TO RUN YOUR BATCH JOBS!
DO YOU WISH TO CONTINUE? (YES OR NO)

USER:
1. Enter N to terminate the program without further processing.
2. Enter Y to submit the card report job and terminate the terminal session. Proceed to the next prompt.
3. Depress the carriage return key.

USARECI: A BATCH JOB WILL RUN ON THIS USER ID IN 10 MINUTES. PLEASE DO NOT SIGN ON FOR AT LEAST 10 MINUTES TO ALLOW THE JOB TO START. THE SYSTEM WILL ALLOW YOU TO SIGN ON AGAIN AFTER THE JOB HAS STOPPED. ALL REPORT JOBS PREVIOUSLY SUBMITTED WILL BE RUN.

USER: No action is required. USARECI will terminate the user’s terminal session and then run the card report job. All deferred batch report jobs which were previously sent under the user’s ID will be included in the card report processing.

Section III
OUTPUT DESCRIPTION

77–6. Output.

USARECI provides no direct output. Instead, the program initiates a card report job to be run ten minutes after USARECI is invoked. The card report job removes the card job files from the user’s virtual card reader, executes the program(s) submitted by the cards, and sends the output to the user’s high-speed remote printer.

77–6A. (Not used.)

(Paragraph not used.)

Section IV
ERROR MESSAGES AND CORRECTION PROCEDURES

77–7. System Errors.

The following is a representative list of possible system errors. If any such error messages appear, call the KEYSTONE Branch immediately.

```
1. **** TRACE BACK ****
     ENTRY POINT     ENTRY ADDRESS     RETURN ADDRESS
     XXXXXXXX        ZZZZZZZZ          ZZZZZZZZ
2. ERROR: ON LUN=XXXXXX
     VSAM ERROR RETURN CODE=XXXXXX
     ACTION CODE=XXX
     KEYS (IN HEX)=ZZZZZZZZ, ZZZZZZZZ
     RECORD TYPE=XXX
     SPARE VARIABLE X=XXXXXX
     CALL KEYSTONE BRANCH
3. SYSTEM ERROR: INVALID XXXXX IN XXXX
     : ILLEGAL XXXXXX
     : OCCURRED IN XXX WHEN CALLING XXXX
```

: IN XXXXXX WHEN RUNNING XXXXX
: RETURNED BY XXXX
: ERROR IN XXXX
: XXXX NOT FOUND
: RECORD DESCRIPTOR HAS XXXXXXX RETURN CODE IS XX
: PLEASE CALL KEYSTONE BRANCH

4. ERROR: READING XXXXX
: SUBMITTING BATCH JOB
: INVALID XXXX INDICATOR IN SUBROUTINE XX
: XXX NOT FOUND ON XXXX FILE
: XXXXX ERROR-SUBROUTINE XXXXXX
: SIOXX-FOR KEY XXXXXX AND ACTION XXXX NUMREC=XXXXXXXX
: ILLEGAL XXXX PASSED TO XXXXXX
: BAD XXXX IN XXXXXX
: IN XXXXX - XXXXXX
: CANNOT FIND XXXX ON XXXXXX
5. FATAL ERROR - XXXXXX
6. SIOXX ERROR: XXXXXX
7. INVALID XXXXX IN SIOXX
8. INVALID VALUE FOR XXXXX IN XXXXXX
9. BAD RETURN FROM XXXX IN XXXXXX
10. UNABLE TO GET DATA FROM XXXXXX
VALIDATE XXXX - XXXXXX
DECODE XX TYPE XXXXXX
12. VSAM ERROR=XXXX ON LUN XXX
13. VMCF ERROR=XXXXXX FOR LUN XXX
14. NO SINK AVAILABLE FOR LUN XXX
15. NO XXXXXX FOUND IN XXXXX
16. XXXXXX RECEIVED BY XXXX IS INCORRECT
17. $CTS ERROR IN XXXX ROUTINE

77–8. Operation Errors.

There are no operation errors for the USARECI program.

77–9. Batch Processing Information Messages and Operation Errors.

The following messages may occur during batch processing.

Table 77–9A
Batch Processing Information Messages and Operation Errors

MESSAGE: CONFIRMING AUTOLOGON AT MM/DD HH:MM

ACTION: This is an informational message which appears on the terminal to indicate successful execution of the USARECI program. No action is required.

MESSAGE:

1. / / IS THE MAXIMUM NUMBER OF PRINT LINES ALLOWED PER BATCH JOB EXECUTION WHICH THIS PROGRAM HAS EXCEEDED. JOB SUBMISSION INPUT FOR THIS RUN IS LISTED BELOW.
2. / / IS THE MAXIMUM NUMBER OF CPU SECONDS ALLOWED PER BATCH JOB EXECUTION/WHICH THIS PROGRAM HAS EXCEEDED. JOB SUBMISSION INPUT FOR THIS RUN IS LISTED BELOW.
3. THE PROMPT RESPONSES ARE INCORRECT OR INSUFFICIENT FOR THIS PROGRAM. JOB SUBMISSION INPUT FOR THIS RUN IS LISTED BELOW.
4. THIS PROGRAM HAS A SERIOUS PROBLEM WHICH HAS CAUSED THE COMPUTER TO STOP ITS EXECUTION. PLEASE NOTIFY S.A.C. AT ONCE TO CORRECT THIS PROBLEM. JOB SUBMISSION FOR THIS RUN IS LISTED BELOW.

ACTION: One of the deferred batch jobs executed by USARECI has exceeded the specified limit. Correct the problem as indicated or call the KEYSTONE Branch for further information.

Chapter 78
DJOB PROGRAM

Section I
PROGRAM SUMMARY

78–1. Purpose.
The DJOB program is used from an on-line terminal for overnight batch auto-log submission of report programs. The batch job(s) will be processed early in the morning of the following day, between 0145 and 0400 hours. Due to Saturday evening CTS2 shutdown, DJOB jobs submitted on Saturdays are not processed until early Monday morning to ensure their uninterrupted execution. In addition to the batch submission function, DJOB must be run at least once a day to submit the system software that will actually process the card job files input into the virtual card reader. The DJOB program may be run for batch auto-log submission before or after the cards are submitted.

78–2. Applicability.
The DJOB program is accessed by the following user groups:

a. FORSCOM

78–3. Functions.
DJOB has two functions. These include:

a. Overnight batch auto-log submission. DJOB is used from an on-line terminal to submit a card report job which will be processed early the following morning. The card report job will consist of all deferred batch jobs submitted to the virtual card reader under the user's ID. The user ID for the deferred batch jobs must therefore be the same as the user ID from which DJOB is run. The DJOB program may be run before or after the deferred batch jobs are submitted.

b. System software submission. DJOB must be run at least once a day to submit the system software that will actually process the card job files input into the virtual card reader.

Section II
INPUT REQUIREMENTS

78–4. Data Items.
DJOB does not require any further input after the initial command invocation.

78–4A. (Not used.)
(Paragraph not used.)

Section III
PROGRAM OPERATION

78–5. Initiation Procedures.
After completing the sign-on procedures described in Appendix B, the system prints the following message:

ENTER PROGRAM NAME, "LIST" OR "OFF"

The user enters DJOB and depresses the carriage return key. The program requires no further input from the user. DJOB will initiate a card report job to be run early the following morning. All deferred batch jobs which have been sent under the user's ID prior to the execution of the card report job will be included in the card report processing.

78–5A. (Not used.)
(Paragraph not used.)

Section IV
OUTPUT DESCRIPTION

78–6. Output.
DJOB provides no direct output. Instead, the program initiates a card report job to be run early the following morning. The card report job removes the card job files from the user's virtual card reader, executes the program(s) submitted by the cards, and sends the output to the user's high-speed remote printer.

78–6A. (Not used.)

(Paragraph not used.)

Section V
ERROR MESSAGES AND CORRECTION PROCEDURES

78–7. System Errors.

The following is a representative list of possible system errors. If any such error messages appear, call the KEYSTONE Branch immediately.

1. **** TRACE BACK ****
   ENTRY POINT ENTRY ADDRESS RETURN ADDRESS
   XXXXXXXX ZZZZZZZZ ZZZZZZZZ
2. ERROR: ON LUN=XXXXXX
   VSAM ERROR RETURN CODE=XXXXXX
   ACTION CODE=XXX
   KEYS (IN HEX)=ZZZZZZZZ, ZZZZZZZZ
   RECORD TYPE=XXX
   SPARE VARIABLE X=XXXXXX
   CALL KEYSTONE BRANCH
3. SYSTEM ERROR: INVALID XXXXX IN XXXX
   : ILLEGAL XXXXXX
   : OCCURRED IN XXX WHEN CALLING XXXX
   : IN XXXXXX WHEN RUNNING XXXXX
   : RETURNED BY XXXX
   : ERROR IN XXXX
   : XXXX NOT FOUND
   : RECORD DESCRIPTOR HAS XXXXXXX RETURN CODE IS XX
   : PLEASE CALL KEYSTONE BRANCH
4. ERROR: READING XXXXX
   : SUBMITTING BATCH JOB
   : INVALID XXXX INDICATOR IN SUBROUTINE XX
   : XXX NOT FOUND ON XXXX FILE
   : XXXXX ERROR-SUBROUTINE XXXXXX
   : SIOXX-FOR KEY XXXXXX AND ACTION XXXX NUMREC=XXXXXXXX
   : ILLEGAL XXXX PASSED TO XXXXXX
   : BAD XXXX IN XXXXXX
   : IN XXXXX - XXXXXX
   : CANNOT FIND XXXX ON XXXXXX
5. FATAL ERROR - XXXXXX
6. SIOXX ERROR: XXXXXX
7. INVALID XXXXX IN SIOXX
8. INVALID VALUE FOR XXXXX IN XXXXXX
9. BAD RETURN FROM XXXX IN XXXXXX
10. UNABLE TO GET DATA FROM XXXXXX
    VALIDATE XXXX - XXXXXX
    DECODE XX TYPE XXXXXX
12. VSAM ERROR=XXXX ON LUN XXX
13. VMCF ERROR=XXXXXX FOR LUN XXX
14. NO SINK AVAILABLE FOR LUN XXX
15. NO XXXXXX FOUND IN XXXXX
16. XXXXXX RECEIVED BY XXXX IS INCORRECT
17. $CTS ERROR IN XXXX ROUTINE

78–8. Operation Errors.

There are no operation errors for the DJOB program.

78–9. Batch Processing Information Messages and Operation Errors.

The following messages may occur during batch processing.

Table 78–9A
Batch Processing Information Messages and Operation Errors

MESSAGE: CONFIRMING AUTOLOGON AT MM/DD HH:MM
ACTION: This is an informational message which appears on the terminal to indicate successful execution of the DJOB program. No action is required.

MESSAGE:
1. / / IS THE MAXIMUM NUMBER OF PRINT LINES ALLOWED PER BATCH JOB EXECUTION WHICH THIS PROGRAM HAS EXCEEDED. JOB SUBMISSION INPUT FOR THIS RUN IS LISTED BELOW.
2. / / IS THE MAXIMUM NUMBER OF CPU SECONDS ALLOWED PER BATCH JOB EXECUTION/WHICH THIS PROGRAM HAS EXCEEDED. JOB SUBMISSION INPUT FOR THIS RUN IS LISTED BELOW.
3. THE PROMPT RESPONSES ARE INCORRECT OR INSUFFICIENT FOR THIS PROGRAM. JOB SUBMISSION INPUT FOR THIS RUN IS LISTED BELOW.
4. THIS PROGRAM HAS A SERIOUS PROBLEM WHICH HAS CAUSED THE COMPUTER TO STOP ITS EXECUTION. PLEASE NOTIFY S.A.C. AT ONCE TO CORRECT THIS PROBLEM. JOB SUBMISSION FOR THIS RUN IS LISTED BELOW.

ACTION: One of the deferred batch jobs executed by DJOB has exceeded the specified limit. Correct the problem as indicated or call the KEYSTONE Branch for further information.

Chapter 79
IJOB PROGRAM

Section I
PROGRAM SUMMARY

79–1. Purpose.
The IJOB program is used from an on-line terminal for immediate batch submission of report programs. The batch job(s) will be processed ten minutes after IJOB is invoked, and will include all deferred batch jobs previously submitted to the virtual card reader under the user's ID. The IJOB program must therefore be run after the report job cards are submitted.

79–2. Applicability.
The IJOB program is accessed only by FORSCOM users.

79–3. Functions.
IJOB is used from an on-line terminal to submit a card report job which will be processed ten minutes after IJOB is invoked. The card report job will consist of all deferred batch jobs previously submitted to the virtual card reader under the user's ID. The user ID for the deferred batch jobs must therefore be the same as the user ID from which IJOB is run. The IJOB program must be run after the applicable deferred batch jobs are submitted.

Section II
PROGRAM OPERATION

79–4. Initiation Procedures.
After completing the sign-on procedures described in Appendix B, the system prints the following message:

ENTER PROGRAM NAME, "LIST" OR "OFF"

The user enters IJOB and depresses the carriage return key. The program is now ready to communicate with the user.

79–5. Procedures.
Follow the procedures described below to submit the card report job.

Table 79–5A
Procedures to submit the card report job

IJOB: THIS PROGRAM WILL TERMINATE YOUR SESSION TO RUN YOUR BATCH JOBS!
DO YOU WISH TO CONTINUE? (YES OR NO)
USER:

Table 79–5A
Procedures to submit the card report job—Continued

1. Enter N to terminate the program without further processing.
2. Enter Y to submit the card report job and terminate the terminal session. Proceed to the next prompt.
3. Depress the carriage return key.

IJOB: A BATCH JOB WILL RUN ON THIS USER ID IN 10 MINUTES. PLEASE DO NOT SIGN ON FOR AT LEAST 10 MINUTES TO ALLOW THE JOB TO START. THE SYSTEM WILL ALLOW YOU TO SIGN ON AGAIN AFTER THE JOB HAS STOPPED. ALL REPORT JOBS PREVIOUSLY SUBMITTED WILL BE RUN.

USER: No action is required. IJOB will terminate the user's terminal session and then run the card report job. All deferred batch report jobs which were previously sent under the user's ID will be included in the card report processing.

Section III
OUTPUT DESCRIPTION

79–6. Output.

IJOB provides no direct output. Instead, the program initiates a card report job to be run ten minutes after IJOB is invoked. The card report job removes the card job files from the user's virtual card reader, executes the program(s) submitted by the cards, and sends the output to the user's high-speed remote printer.

79–6A. (Not used.)

(Paragraph not used.)

Section IV
ERROR MESSAGES AND CORRECTION PROCEDURES

79–7. System Errors.

The following is a representative list of possible system errors. If any such error messages appear, call the KEYSTONE Branch immediately.

```
1. **** TRACE BACK ****
     ENTRY POINT     ENTRY ADDRESS     RETURN ADDRESS
     XXXXXXXX        ZZZZZZZZ          ZZZZZZZZ
2. ERROR: ON LUN=XXXXXX
     VSAM ERROR RETURN CODE=XXXXXX
     ACTION CODE=XXX
     KEYS (IN HEX)=ZZZZZZZZ, ZZZZZZZZ
     RECORD TYPE=XXX
     SPARE VARIABLE X=XXXXXX
     CALL KEYSTONE BRANCH
3. SYSTEM ERROR: INVALID XXXXX IN XXXX
     : ILLEGAL XXXXXX
     : OCCURRED IN XXX WHEN CALLING XXXX
     : IN XXXXXX WHEN RUNNING XXXXX
     : RETURNED BY XXXX
     : ERROR IN XXXX
     : XXXX NOT FOUND
     : RECORD DESCRIPTOR HAS XXXXXXX RETURN CODE IS XX
     : PLEASE CALL KEYSTONE BRANCH
4. ERROR: READING XXXXX
     : SUBMITTING BATCH JOB
     : INVALID XXXX INDICATOR IN SUBROUTINE XX
     : XXX NOT FOUND ON XXXX FILE
     : XXXXX ERROR-SUBROUTINE XXXXXX
     : SIOXX-FOR KEY XXXXXX AND ACTION XXXX NUMREC=XXXXXXXX
     : ILLEGAL XXXX PASSED TO XXXXXX
     : BAD XXXX IN XXXXXX
     : IN XXXXX - XXXXXX
     : CANNOT FIND XXXX ON XXXXXX
```

5. FATAL ERROR - XXXXXX
6. SIOXX ERROR: XXXXXX
7. INVALID XXXXX IN SIOXX
8. INVALID VALUE FOR XXXXX IN XXXXXX
9. BAD RETURN FROM XXXX IN XXXXXX
10. UNABLE TO GET DATA FROM XXXXXX
    VALIDATE XXXX - XXXXXX
    DECODE XX TYPE XXXXXX
12. VSAM ERROR=XXXX ON LUN XXX
13. VMCF ERROR=XXXXXX FOR LUN XXX
14. NO SINK AVAILABLE FOR LUN XXX
15. NO XXXXXX FOUND IN XXXXX
16. XXXXXX RECEIVED BY XXXX IS INCORRECT
17. $CTS ERROR IN XXXX ROUTINE

79–8. Operation Errors.

There are no operation errors for the IJOB program.

79–9. Batch Processing Information Messages and Operation Errors.

The following messages may occur during batch processing.

Table 79–9A
Batch Processing Information Messages and Operation Errors

MESSAGE: CONFIRMING AUTOLOGON AT MM/DD HH:MM
ACTION: This is an informational message which appears on the terminal to indicate successful execution of the IJOB program. No action is required.

MESSAGE:
1. / / IS THE MAXIMUM NUMBER OF PRINT LINES ALLOWED PER BATCH JOB EXECUTION WHICH THIS PROGRAM HAS EXCEEDED. JOB SUBMISSION INPUT FOR THIS RUN IS LISTED BELOW.
2. / / IS THE MAXIMUM NUMBER OF CPU SECONDS ALLOWED PER BATCH JOB EXECUTION/WHICH THIS PROGRAM HAS EXCEEDED. JOB SUBMISSION INPUT FOR THIS RUN IS LISTED BELOW.
3. THE PROMPT RESPONSES ARE INCORRECT OR INSUFFICIENT FOR THIS PROGRAM. JOB SUBMISSION INPUT FOR THIS RUN IS LISTED BELOW.
4. THIS PROGRAM HAS A SERIOUS PROBLEM WHICH HAS CAUSED THE COMPUTER TO STOP ITS EXECUTION. PLEASE NOTIFY S.A.C. AT ONCE TO CORRECT THIS PROBLEM. JOB SUBMISSION FOR THIS RUN IS LISTED BELOW.

ACTION: One of the deferred batch jobs executed by IJOB has exceeded the specified limit. Correct the problem as indicated or call the KEYSTONE Branch for further information.

Chapter 91
HOTEUROP PROGRAM

Section I.
PROGRAM SUMMARY

91–1. Purpose.

The HOTEUROP program establishes a message system between field users and management users. Management users can view questions entered on the Question-Answer file by field users, answer the questions viewed, send messages to the field users, and update the file. Field users may enter questions on the Question-Answer file to be answered by managers and may display the answers to those questions once they have been written.

Users requiring further information concerning the HOTEUROP program should refer to Chapter 73 of the REQUEST Army Reserve User Manual (HOTLINIS). HOTEUROP and HOTLINIS are identical.

91–1A. (Not used.)
(Paragraph not used.)

Chapter 93
FOCUS-AR ANNOTATED ANNPRO DOWNLOAD PROGRAM

Section I
PROGRAM SUMMARY

93–1. Purpose.
The FOCUS-AR ANNOTATED ANNPRO DOWNLOAD program enables management to download the Annotated Complete Report data from the REQUEST System ARPROG program to the IBM PC (personal computer) for use in AMB FOCUS applications. These procedures must be done on the IBM PC, not on a regular REQUEST terminal. Download of ARPROG data must be done on the AMB02 or KEY02, Manager's PC terminal. AMB FOCUS applications once the data is in FOCUS file format, may be run on any of the IBM PC user workstations. FOCUS application procedures are in a separate manual, AMB FOCUS Applications.

93–2. Applicability.
The FOCUS-AR ANNOTATED ANNPRO DOWNLOAD program is accessed by the following user groups:

a. KEYSTONE Office, and
b. Accessions Management Branch.

93–3. Functions.
The FOCUS-AR ANNOTATED ANNPRO DOWNLOAD function is to download from the REQUEST System ARPROG program the Annotated Complete Report data to the IBM PC and to convert it to a file format which is compatible with FOCUS applications.

93–4. Hardware, Software, Procedure Segments.
a. Hardware. The IBM PC hardware consists of four distinct physical parts.
(1) Winchester Chassis - contains the hard Winchester storage disk.
(2) IBM PC and keyboard.
(3) Monitor - the video screen.
(4) Printer

This hardware has three different configurations.
(1) AMB01 or KEY01 - the network server.
(2) AMB02 or KEY02 - the manager's workstation.
(3) AMB03 to AMB07 - the user workstations.
b. Software and Instruction Manuals.
(1) *IBM PC*
IBM PC Users Manual - general information.
IBM Reference Manual, "Guide to Operations" for the Personal Computer.
Basic Manual.
IBM DOS - Disk Operations 2.10.
IBM Disk Operating System User Guide (a pamphlet).

(2) *HAYES - SMARTCOM II*
HAYES - SMARTCOM II Program Manual. This program controls the connection of the PC with BCS and the REQUEST System.
(3) *WORDSTAR*
Wordstar Manual. This software is used for editing the ARPROG download data before it is converted to a FOCUS file.
(4) *FOCUS*
PC/FOCUS Manual - Guide to Operations, Getting Started, Table Talk.
PC/FOCUS User Manual. This software is used for FOCUS reports on the downloaded data.

c. Procedure Segments. For ease of reference, the procedures in this manual have been segmented into five distinct areas.

(1) Turning on the PC and activating the DOS (Disk Operating System). This segment is specific to AMB02 or KEY02, the manager's workstation which must be used for AR ANNOTATED ANNPRO DOWNLOAD procedures. See paragraph 93-6 in Section III, Program Operation.

(2) Using the SMARTCOM II software to connect with BCS and access the REQUEST System for ARPROG (AMB02 or KEY02 workstation). See paragraph 93-7 in Section III, Program Operation.

(3) ARPROG procedures for specifying the report parameters and capturing the data on the PC disk as a file with the file name of ARANOT.DWN (AMB02 or KEY02 workstation). See paragraph 93-8 in Section III, Program Operation.

(4) WORDSTAR - brief editing procedures for clearing up (editing) the ARANOT.DWN file before it is converted to a FOCUS file (AMB02 or KEY02 workstation). See paragraph 93-9 in Section III, Program Operation.

(5) "DOWNLOAD" - the automatic conversion of the ARANOT.DWN file to FOCUS format file - ARANOT.FOC (AMB02 or KEY02 workstation). See paragraph 93-10 in Section III, Program Operation.

AMB FOCUS application procedures for reports on the data contained in the ARANOT.FOC file (any AMB user workstation) are in a separate manual, AMB FOCUS APPLICATIONS PROGRAM.

Section II
INPUT REQUIREMENTS

93–5. Data Items.

FOCUS-AR ANNOTATED ANNPRO DOWNLOAD requires the user to make multiple entries of data and to use function keys which are distinct to each segment of the procedures. Therefore, the specific entries and order in which they are to be made are contained within each particular segment of the procedures.

General Information

↵ = Entry key
ENTER key
Return or carriage return key

⇧ = Shift key
E> = IBM DOS environment prompt.

>> = FOCUS environment prompt.

control key + break key = abort procedure.

carrier - usually refers to a telephone connection. If a "CARRIER LOST" message appears while connected to BCS, return to the SMARTCOM Menu, re-connect to BCS and REQUEST, enter program name, and you will be installed at the point where the phone was disconnected.

Error Messages - are displayed on the screen, often with instructions immediately following.

←↓↑→ = cursor positioning arrow keys for WORDSTAR use.

Shift key + PRINT SCREEN key = procedure to print the Monitor display at any point. The processing will pause while the print command is executing.

93–5A. (Not used.)

(Paragraph not used.)

Section III
PROGRAM OPERATION

93–6. Initiation Procedures.

Initiation Procedures for the IBM PC-AMB02 or KEY02, Manager's workstation.

Table 93–6A
Initiation Procedures for the IBM PC-AMB02 or KEY02, Manager's workstation

SYSTEM: N/A
USER: Turn on the PC using the following four switches in order.

1. Winchester Chassis - on the back at the left.
2. IBM PC - on the right side near the back.
3. Monitor - pause 15 seconds and then pull on the "bright" button.
4. Printer - is on when PC to which it is connected is turned on.

SYSTEM: The Monitor Screen displays a list of messages which end with the appearance of the Prompt E>. You are now in DOS (Disk Operating System), connected to the E disk.
USER:
1. To continue FOCUS-AR ANNOTATED ANNPRO DOWNLOAD follow procedures in paragraph 93-7.
2. To use other DOS capabilities see the IBM PC DOS Manuals.

Notes:
*** The ARPROG procedures which follow apply only to the Download program. See the ARPROG Manual for details of other paths, options and selections. If you wish to terminate ARPROG before the Download procedures are complete, enter E to terminate the program, LOG OFF the REQUEST System and BCS and follow the last three steps (6, 7, and 8) of the final set of user instructions in paragraph 93-8 to return to DOS.

93–7. SMARTCOM II Procedures.

SMARTCOM II Procedures for connecting to BCS and accessing the REQUEST system.

USER: The prompt is E>. Perform the following steps in order.

1. Enter CD\DOWNLD and press the entry key.
2. Enter SCOM and press the entry key. The SCOM Menu will appear with a blinking square following 'Enter SELECTION' below the menu.
3. A '1' is in the square, press the entry key. The blinking square now moves to 'O(RIGINATE, A(NSWER:'.
4. An '0' is in the square, press the entry key. The blinking square now moves to 'Enter LABEL:'.
5. A 'P' is in the square, press the entry key.
   a. Dial tone sound.
   b. Phone ringing sound.
   c. Blank screen.

If no connection is made and a 'NO CARRIER' message appears, check the telephone connections. Then, using the F1 function key, return to the SCOM Menu and repeat steps 3, 4, and 5.
6. With a blank screen, press the entry key. BCS notations appear on the screen.
7. Sign on to REQUEST using regular log-on procedures and entry key actions as required. 'ENTER PROGRAM NAME, LIST OR OFF' appears. You are now in the REQUEST System.

93–8. ARPROG Procedures.

ARPROG Procedures for specifying the ANNOTATED Complete report parameters and capturing the data on the PC disk as a file with the file name of ARANOT.DWN. These procedures do NOT include all the REQUEST ARPROG program options, only those pertinent to the data download process. For other options see the ARPROG manual.

Table 93–8A
ARPROG Procedures for specifying the ANNOTATED Complete report parameters and capturing the data on the PC disk as a file with the file name of ARANOT.DWN

SYSTEM: N/A
USER: You must be on IBM PC AMB02 or KEY02, the Manager's workstation and have made the connection to access the REQUEST System as detailed in the paragraph 93-7 procedures.

SYSTEM: ENTER PROGRAM NAME, LIST OR OFF
USER:
1. Enter ARPROG.
2. Press the entry key.

SYSTEM: FY/ENTER SELECTION, DISPLAY MENU(D), OR END(E)

Table 93–8A
ARPROG Procedures for specifying the ANNOTATED Complete report parameters and capturing the data on the PC disk as a file with the file name of ARANOT.DWN—Continued

USER:
1. Enter 2-digit fiscal year and enter AC beyond the slash. (This is the Annotated Complete Report Selection.)
2. Press the entry key.

SYSTEM: ENTER SELECTION, DISPLAY MENU (D) or END (E):
USER:
1. Enter 2, this is the TSPACE DOWNLOAD selection.
2. Press the entry key.

SYSTEM: ONE MOS (M), A LIST OF MOS CODE (L), A RANGE OF MOS CODES (R), ONE CMF (C), ONE STAFF ID (I), ONE SKILL CLUSTER (S), OR END (E).
USER:
1. Select and enter an option from the list above to tailor your ARPROG download MOS data.
2. Press the entry key.

SYSTEM: Displays varying prompts according to the MOS group selected.
USER:
1. Enter the required data.
   ****DO NOT PRESS THE ENTRY KEY*****
2. When your MOS semen prompts are complete, press the F4 function key to direct the ARPROG data to the disk for capture.

SYSTEM: !, ** appears on the screen.
USER: 1. Press the return key.

SYSTEM: Screen will show the download data with no headers, followed by a repeat of the 'FY/ENTER.....' prompt. See figure 93-1 in the Output Description, Section IV, paragraph 93-11.
USER: 1. Press the F1 function key to complete the data transfer.

SYSTEM: A 'RENAME FILE' prompt appears.
USER:
1. Enter ARANOT.DWN.
2. Press the entry key. The message 'FILE EXISTS R(e-enter, E(rase:R' appears.
3. Enter E. This step replaces the existing data in
   ARANOT.DWN with current data and is followed by a
   'RECEIVE COMPLETE' message.
4. Enter E to end the ARPROG program.
5. LOG OFF BCS.
6. Press the F1 function key to return to the SMARTCOM II Menu.
7. Enter 0 (zero) in the square following 'SELECTION'.
8. Enter Y in the square following 'EXIT PROGRAM? Y/N'.

Notes:
* This terminates the CD DOWNLD program which you began in paragraph 93-7. The data from ARPROG has been captured on the disk in a file named ARANOT.DWN.

The prompt is E>.

93–9. WORDSTAR Procedures.

Procedures for using WORDSTAR to clean up (edit) the ARANOT.DWN file data before it is converted to a FOCUS file. (AMB02 or KEY02)

USER: The prompt is E>. You will now access WORDSTAR to delete any non-data lines which have been captured. These steps contain minimum WORDSTAR procedures. Consult your WORDSTAR Manual for further details.

1. Enter PATH\WD and press the entry key.
2. Enter WS and press the entry key. The WORDSTAR command menu appears.
3. Press N to edit a non-document file. The file name is ARANOT.DWN, enter the file name. The captured data is displayed on the screen. The PAGEUP and PAGEDOWN keys may be used to scroll through the data. All extraneous

lines, including those which appear blank except for a L at the right of the screen, should be deleted. When :(colons) appear at the right of lines above the data, and .(periods) at right edge below the data, the data file is clean. See figures 93-2 and 93-3 in Section IV, OUTPUT description.
4. Position the cursor on the lines to be deleted and press the control key and Y to delete those lines.
5. When the edit is complete, press the control key and K, then X to exit from WORDSTAR. The E> prompt will appear at the bottom of the screen when the file has been saved.

You should now have a clean ARPROG data file ready to be converted to a FOCUS file. Continue with the Procedures in paragraph 93-10.

93–10. DOWNLOAD ARANOT Procedures.

Procedures for 'DOWNLOAD ARANOT', an EXEC, which performs the automatic conversion of the ARANOT.DWN file to a FOCUS format file called ARANOT.FOC. (AMB02 or KEY02)

Table 93–10A
Procedures for 'DOWNLOAD ARANOT', an EXEC, which performs the automatic conversion of the ARANOT.DWN file to a FOCUS format file called ARANOT.FOC. (AMB02 or KEY02)

SYSTEM: The prompt is E>.
USER: 1. Enter DOWNLOAD ARANOT.

SYSTEM:
1. Converts the data to a FOCUS input file.
2. Runs FOCUS to load the data.
.
.
.
C: ARANOT.FOC ---------- 'date'
Transactions: Total=xx Accepted=xx Rejected=xx
Segments: Input=xx Rejected=xx Deleted=xx
ERASE PROFILE.FEX
If the transaction information contains rejected items, abort the process with the control and break key and return to WORDSTAR to be sure the transferred data is "clean", with no extraneous items in the ARANOT.DWN file.

USER: The conversion is complete and the data loaded to FOCUS in a file named ARANOT.FOC. The FOCUS program may now be run on any AMB03 to AMB07 workstation. See the procedures in the AMB FOCUS Applications Manual.

Section IV
OUTPUT DESCRIPTION

93–11. Output.

FOCUS-AR ANNOTATED ANNPRO DOWNLOAD provides a screen display of data during the procedures in paragraph 93-8 while data is being captured from REQUEST to the disk. A sample is displayed below in figure 93-1.

```
**
AA8411X1Y16790117626138761782 3567 36011101110303 4038    N   0   0    0N15407

1670113146 3302 339810479 9614N154071670113146 3302 339810479 9614N   0   10
    0    0    0    0    0Y13383  925  729 1525 1469  742  689Y 3383 925  729
 1525 1469  742  689N    0    0    0    0    0    0    0N  280    0   0    0
    0    0    0N  280    0    0    0    0    0    0N    0    0    0   0    0
    0    0N    0    0    0N    0    0    0N    0    0    0N  100  100   IN  100

  100    IN    0    0    0
FY / ENTER SELECTION, DISPLAY MENU(D), OR END(E)

FY / ENTER SELECTION, DISPLAY MENU(D), OR END(E)
```

Figure 93–1. FOCUS-AR ANNOTATED ANNPRO DOWNLOAD - Screen display of download data captured while accessing the REQUEST System. Stars at the top and messages and prompts at the bottom should be edited out by using WORDSTAR (paragraph 93-9)

```
        C:ARANOT.DWN  FC=739 FL=10 COL 01          INSERT ON
                                M A I N   M E N U
   --Cursor Movement--        -Delete-     -Miscellaneous-     -Other  Menus-
^S char left ^D char right  ^G  char    ^I Tab   ^B Reform   (from Main only)
^A word left ^F word right  DEL chr lf  ^V INSERT ON/OFF    ^J Help   ^K Block
^E line  up  ^X line down   ^T word rt ^L Find/Replce again ^Q Quick  ^P Print
     --Scrolling--          ^Y  line   RETURN End paragraph ^O Onscreen
^Z line down ^W line up                 ^N Insert a RETURN
^C screen up ^R screen down             ^U Stop a command
                                                                          :
                                                                          :
                                                                          :
                                                                          :
840702 44B1 0       840907    0Y   1   14   0  0   10   2   3   14   9  9  0  +
   1   0   0   0  0   0   0    0   2    2   0  0    0   0   0    0   0  0  0  +
   0   0   0   0  0   0   3    3   3    0   0  0    0   0   0    0   0  0  0  +
   0   8   0   0  0   0   0    0   0    3   1  0    0   0   0    0   0  0  0  +
   0   2   0   0  0   0   0    0   0    0   0  0    0   0   0    0   0  0  0  +
   0   0   0   0  0   0   0    0   0    0   0  0    0   0   0    0   0  0  0  +
   0   0   0   0  0   0   0    0   0    0   0  0    0   0   0    0   0  0  0  +
840702 44E1 0       840907    2Y   0    8   0  0    5   1   2    8   5  5  0  +
   0   0   0   0  0   4   4    4   1    1   0  0    0   0   0    0   0  0  0  +
   0   0   0   0  0   0   2    2   2    0   0  0    0   0   0    0   0  0  0  +
   0   3   0   0  0   0   0    0   0    1   0  0    0   0   0    0   0  0  0  +
1HELP  2INDENT 3SET LM 4SET RM 5UNDLIN 6BLDFCE 7BEGBLK 8ENDBLK 9BEGFIL 10ENDFIL
```

Figure 93–2. AR ANNOTATED ANNPRO DOWNLOAD - Screen display of captured data in WORDSTAR. Colons at the right edge above the data indicate that all extraneous lines have been deleted from the top of the file

```
        C:ARANOT.DWN  FC=739 FL=10 COL 01          INSERT ON
                                 M A I N   M E N U
   --Cursor Movement--        -Delete-     -Miscellaneous-     -Other  Menus-
^S char left ^D char right  ^G  char    ^I Tab   ^B Reform   (from Main only)
^A word left ^F word right  DEL chr lf  ^V INSERT ON/OFF    ^J Help   ^K Block
^E line  up  ^X line down   ^T word rt ^L Find/Replce again ^Q Quick  ^P Print
     --Scrolling--          ^Y  line   RETURN End paragraph ^O Onscreen
^Z line down ^W line up                 ^N Insert a RETURN
^C screen up ^R screen down             ^U Stop a command
  0   0   0   0   0   0   3   3   3   0   0   0   0   0   0   0   0   0   0   +
  0  14   1   0   0   0   0   0   0   0   0   0   0   0   0   0   0   0   0   +
  0   0   0   0   0   0   0   0   0   0   0   0   0   0   0   0   0   0   0   +
  0   0   0   0   0   0   0   0   0   0   0   0   0   0   0   0   0   0   0   +
  0   0   0   0   0   0   0   0   0   0   0   0   0   0   0   0   0   0   0   +
840716 44E1 0       840921   5Y   0   8   0   0   5   1   2   8   5   5   0   +
  0   0   0   0   0   4   4   4   1   1   0   0   0   0   0   0   0   0   0   +
  0   0   0   0   0   0   2   2   2   0   0   0   0   0   0   0   0   0   0   +
  0   0   0   0   0   0   0   0   0   0   0   0   0   0   0   0   0   0   0   +
  0   1   0   0   0   0   0   0   0   0   0   7   7   7   7   7   7   7   7   +
  7   7   7   7   7   7   7   7   7   7   0   0   0   7   7   7   0   0   0   +
  0   0   7   7   7   7   7   7   7   7   7   0   0   0   0   0   0   7   7   +
                                                                              .
                                                                              .
                                                                              .
1HELP  2INDENT 3SET LM 4SET RM 5UNDLIN 6BLDFCE 7BEGBLK 8ENDBLK 9BEGFIL 10ENDFIL
```

Figure 93–3. AR ANNOTATED DOWNLOAD - Screen display of captured data in WORDSTAR. Periods at the right edge below the data indicate that all extraneous lines have been deleted from the end of the file

93–11A. (Not used.)

(Paragraph not used.)

Section V
ERROR MESSAGES AND CORRECTION PROCEDURES

93–12. System and Operations Errors.

Errors depend upon the IBM PC environment in which they occur.

For errors in DOS, (E> prompt) see the IBM Manuals.

For errors in SMARTCOM II, see the Hayes SMARTCOMP II Manual.

For errors in WORDSTAR, see the WORDSTAR Manual.

For errors while connected to BCS and the REQUEST System ARPROG program, see ARPROG Program Manual.

For errors while running DOWNLOAD ARANOT, see your System Manager.

93–12A. (Not used.)

(Paragraph not used.)

Appendix A
PROCESSING MODES

A–1. General.

There are two processing modes available to REQUEST users: on-line and batch. Some programs may be executed in only one of the modes; others may be executed in both modes. Certain programs have options which allow the user to enter information on-line and execute the report or update in a batch mode. Reports executed in a batch mode may be retrieved and printed on a high-speed line printer. Any of the batch capabilities described above which apply to a program or user are described in the chapter for that program.

A–2. On-line processing.

Generally, processing done over a keyboard terminal and telephone line is considered on-line processing. Input is entered on and output received from the terminal in the on-line mode. Most processing in REQUEST is on-line processing. ARBILD and ARRQST are examples of programs executed on-line.

A–3. Signing On with TELENET.

To initiate on-line processing, it is necessary to establish a communications link between your terminal and the computer using the telephone system. TELENET is a system for facilitating the linkage of terminals to main-frame computers. Follow the procedures described below to use TELENET for accessing the BCS computer.

a. Begin the sign-on procedure by following the instructions appropriate for your terminal.

For an ASCII teletype (TTY) terminal,

a Personal Computer equipped with an RS232C Communications Interface and a Terminal Emulation Package,

or a Communicating Word Processor:

1) Turn on the terminal.
2) If the user is at a communicating word processor, the user should now load the communications program diskette. For other terminals skip this step and continue at step (3).
3) Set the transmission speed on the terminal to 110, 300, or 1200 BPS, depending upon the requirements of the terminal and/or the modem.
4) Set the parity to EVEN.
5) Set the signal to HALF-DUPLEX.
6) Dial the TELENET access number. When a high pitched tone can be heard in the ear-piece, set the handset into the acoustic coupler. (If the phone is a Data-phone, depress the DATA button.)
7) Depress the carriage return key, enter the semi-colon symbol (;) and depress the carriage return key again.
8) Go to section A-3b.

For terminals hard-wired directly to TELENET:

1) Turn on the terminal.
If the terminal has an AUTO-CONNECT feature, the terminal will now be linked to the BCS computer.
2) If the terminal is not yet linked to the BCS computer, go to section A-3c and execute the procedures there.

For an IBM 2741 or other Selectric-based terminal:

1) Make sure that the terminal control is set to OFFLINE or LOCAL.
2) Turn on the terminal.
3) Dial the TELENET access number. When a high pitched tone can be heard in the ear-piece, set the handset into the acoustic coupler. (If the phone is a Data-phone, depress the DATA button.)
4) Switch the terminal control to REMOTE or COMM, depending upon which setting the terminal has.
5) Enter a period (.) and depress the carriage return key.
6) Go to part A-3b.

For APL keyboard terminals:

1) Turn on the terminal.
2) Dial the TELENET access number. When a high pitched tone can be heard in the ear-piece, set the handset into the acoustic coupler. (If the phone is a Data-phone, depress the DATA button.)
3) Determine whether the phone is ASCII or Selectric-based by checking the terminal specifications. If terminal is ASCII, depress the carriage return key and go on to step (4). Otherwise, go on to step (4).
4) Enter a right parenthesis symbol “)” and depress the carriage return key.

5) Go to section A-3b.

b. Once TELENET comes on the line, it will identify itself to the user and display the user's terminal port address. TELENET will then prompt for the terminal model code:

TERMINAL =

1) Enter the two-character terminal identifier appropriate for the terminal (see Table A-1).
2) Depress the carriage return key.

If the user is using the TELENET WATS service, TELENET will ask for the user's area code:

AREA CODE =

1) Enter the three digits of the user's area code.
2) Depress the carriage return key.
3) Go to section A-3c.

c. TELENET will next respond with the symbol:

@

Some terminals are required at this point to enter an identification code and password. This code and password are separate from the code and password used to access the BCS computer. Whether a particular terminal is required to enter the TELENET ID code and password will vary from installation to installation. If the user is not sure of the situation with a particular terminal, the user should consult a supervisor. If an identification code is required, execute the following procedure

1) Enter the characters ID.
2) Depress the space bar.
3) Enter the assigned caller identifier.
4) Depress the carriage return key.

Some TELENET users are required to enter an ID code but not a password. Users in that case would skip the next prompt; otherwise if TELENET prompts:

PASSWORD =

1) Enter the password.
2) Depress the carriage return key.

If the TELENET does not respond with an @ symbol, then the terminal has been linked to the BCS computer automatically. If the link has not been established, TELENET will respond with:

@

If this happens, or if the user is not required to enter an identifier and password, execute the following procedure.

1) Enter C.
2) Depress the space bar.
3) Enter the network address. (The network address will be supplied to the user by KEYSTONE Branch.)
4) Depress the carriage return key.

The terminal should now be linked to the BCS computer.

d. Users who are using a personal computer with the RS232C communications interface and an interactive terminal emulation package as a terminal are liable to experience difficulty with the size of their line or page. To resolve this difficulty, the user should inform TELENET of the page size for the terminal. To do this, link up with the BCS computer in the manner described in sections A-3a through A-3c and execute the following procedure:

1) Depress the carriage return key.
2) Enter the symbol @.
3) Depress the carriage return key again.

TELENET will respond with:

@

4) Enter PAGE.
5) Depress the space bar.
6) Enter an integer representing the length of the line (or the width of the page) as the number of characters that can be fit onto a line.

Note: Information about the terminal, such as the page width and length, should be obtained by the user from the user's supervisor.

7) If the user's personal computer displays more than one line at a time, depress the space bar and enter an integer representing the length of the page as the number of lines that can fit on a single page display.

8) Depress the carriage return key.

TELENET will respond with:

@

9) Enter CONT.

10) Depress the carriage return key to reconnect with the BCS computer.

e. To disconnect from TELENET, execute the following procedure:

1) Log off the BCS computer.

TELENET should respond with:

XXXXXX DISCONNECTED

If TELENET does not respond in this way, perform the following steps:

2) Depress the carriage return key.

3) Enter the symbol @.

4) Depress the carriage return key again.

TELENET will respond with:

@

5) Enter D.

6) Depress the carriage return key.

TELENET will respond with:

XXXXXX DISCONNECTED

7) Hang up the telephone.

Table A–1
TELENET Terminal Model Identifiers. (see section A-3b.)

Terminal Model	ID
ADDS CONSUL 520, 580, 980	D1
ADDS ENVOY 620, REGENT	D1
ALANTHUS DATA TERMINAL T-133	A1
T-300	A8
T-1200	A3
ALANTHUS MINITERM	A2
AM-JACQUARD AMTEXT 425	D1
ANDERSON JACOBSEN 510	D1
ANDERSON JACOBSEN 630	B1
ANDERSON JACOBSEN 830, 832	B3
ANDERSON JACOBSEN 841	use IBM 2741 codes
ANDERSON JACOBSEN 860	B5
APPLE II	D1
ATARI 400, 800	D1
A T & T DATASPEED 40/1, 40/2, 40/3	D1
BEEHIVE MINIBEE, MICROBEE	D1
CENTRONICS 761	A8
COMMODORE PET	D1
COMPUCOLOR II	D1
COMPUTER DEVICES CDI 1030	A2
COMPUTER DEVICES TELETERM 1132	A8
COMPUTER DEVICES MINITERM 1200 SERIES	A2
COMPUTER TRANSCEIVER EXECUPORT 300	A2
COMPUTER TRANSCEIVER EXECUPORT 1200	A9
COMPUTER TRANSCEIVER EXECUPORT 4000	A8

Table A–1
TELENET Terminal Model Identifiers. (see section A-3b.)—Continued

Terminal Model	ID
CPT 6000, 8000	D1
DATAMEDIA ELITE	D1
DATAPOINT 1500, 1800, 2200, 3000, 3300, 3600, 3800	D1
DATA PRODUCTS PORTATERM	A1
DATA TERMINAL & COMMUNICATIONS DTC 300, 302	B3
DIABLO HYTERM	B3
DIGI-LOG 33 & TELECOMPUTER II	D1
DIGITAL EQUIPMENT (LA 35-36) DECWRITER II	A8
(LA 120) DECWRITER III	A8
DIGITAL EQUIPMENT VT50, VT52, VT100, WS78, WS200	D1
GEN-COM SYSTEMS 300	B3
GE TERMINET 30	A5
GE TERMINET 300	A4
GE TERMINET 120, 1200	A3
GENERAL TERMINAL GT-100A, GT101, GT110, GT400, GT400B	D1
HAZELTINE 1500, 1400, 2000	D1
HEWLETT PACKARD 2621	D3
HEWLETT PACKARD 2640 SERIES	D1
IBM 2741	
EBCD CODE	
TYPESPHERE ELEMENT CODES:	
963,996,998	E1
938, 939, 961, 962, 997	E2
942, 943	E3
947, 948	E4
CORRESPONDENCE CODE	
TYPESPHERE ELEMENT CODES:	
001, 005, 007, 008	C1
022, 030, 050, 053	C1
067, 070, 085	C1
006, 010, 015	C2
019, 059, 090	C2
021, 025-029, 031-039	C3
060, 068, 086, 123	C3
129-145, 156, 161	C3
043, 054	C4
IBM 3101	D1
INFORMER I304, D304	D1
INFOTON 100, 200, 400, VISTAR	D1
INTELLIGENT SYSTEMS INTECOLOR	D1
INTERTEC INTERTUBE II	D1
LANIER WORD PROCESSOR	D1
LEAR SIEGLER ADM SERIES	D1
LEXITRON 1202, 1303	D1
MEMOREX 1240	A2
MICOM 2000, 2001	D1
NBI 3000	D1
NCR 260	A2
PERKIN-ELMER MODEL 1100, OWL, BANTAM	D1
PERKIN-ELMER CAROUSEL 300 SERIES	A8
RADIO SHACK TRS 80	D1
RESEARCH INC. TELERAY	D1
TEKTRONIX 40002-4024	D1
TELETYPE MODEL 33, 35	A1
TELETYPE MODEL 40	D1
TELETYPE MODEL 43	B3
TELETYPE MODEL 40/1, 40/2, 40/3	D1
TEXAS INSTRUMENT 725	A7
733	A2
735	A6
743, 745, 763, 765	D1
820	B3
99/4	D1
TRENDATA 1000, 1500, 2000	use IBM 2741 codes
4000 (ASCII)	B1
TYMSHARE 110, 212	A2
315	A8
325	B3
UNIVAC DCT 500	B4
WANG 20, 25, 30, 015, 130, 145	D1
WESTERN UNION EDT 33, 35	A1

Table A–1
TELENET Terminal Model Identifiers. (see section A-3b.)—Continued

Terminal Model	ID
300	A3
1200	A4
XEROX 800, 850, 860	D1
XEROX 1700	B3

If the user's terminal is not listed here, and the user is using a personal computer as a terminal, the user should enter D1. Otherwise, leave the field blank and continue.

Table A–2
TELENET Messages

TELNET: ?
MEANING: TELNET does not understand the user's entry. This could result from a typing error.

TELNET: @
MEANING: TELNET is waiting for a TELENET system command from the user.

TELNET: BAD PASSWORD
MEANING: The user has made a mistake in typing either the ID or the password.

TELNET: xxxxx CONNECTED
MEANING: TELENET has successfully linked the user's terminal to the computer.

TELNET: xxxxx BUSY
MEANING: All computer ports are in use. The user should try to sign on again in five minutes. If the user still cannot get through, the user should contact the DEYSTONE office.

TELNET: xxxxx ILLEGAL ADDRESS
MEANING: This message generally occurs when the user has made an error in entering the network address of the computer. Check for such an error and correct the mistake. If an error cannot be found, the user should call the DEYSTONE office.

TELNET: xxxxx NOT REACHABLE
MEANING: THere is a temporary problem on the TELENET network. Perform the following steps:

(1) If possible, go to another phone. Avoid disconnecting the terminal.
(2) Call the TELENET customer service representative. (In Virginia, call (800)572-0408, elsewhere in the continental U.S., call (800) 336-0437).
(3) Give the customer service representative:
(a) The user's name.
(b) The user's phone number.
(c) The network address
(d) The terminal port address (see part A-3b).
(e) A description of the problem.
The representative will assign the user a "trouble report" number which should be written down and retained for future reference to the problem.

TELNET: STILL PENDING
MEANING: TELENET is attmepting to connect the user's terminal to the computer.

TELNET: ***POSSIBLE DATA LOSS***
MEANING: TELENET has had to reset the connection between the user's terminal and the computer. The user should check any records or data that have been entered this session, since they may have to be reentered. If the message remains, the user should contact TELENET Customer Service in the manner described above, under the *****NOT REACHABLE message.

TELNET: LOCAL NETWORK OUTAGE
MEANING: The TELENET network is having a temporary problem. The user should reestablish the link by initiating the steps described in section A-3c. If the problem continues, the user should contact TELENET Customer Service in the manner described above, under the *****NOT REACHABLE message.

TELNET: STILL CONNECTED
MEANING: The user's terminal is still connected to the BCS computer. To resume the session with the computer, enter CONT.

Table A–2
TELENET Messages—Continued

TELNET: DISCONNECTED **MEANING:** The user is not linked to the BCS computer. To reestablish a link, the user should initiate the steps described in sections A-3c. This message will normally appear when the user logs off of the BCS computer.
TELNET: NOT CONNECTED **MEANING:** The user had entered the CONT command to continue a session with the computer when the link with the computer had not been established. To establish the link a nstart a session, return to the instructions in section A-3c.

A–4. Batch processing

a. Generally it is less expensive to execute a program in batch mode. There are two kinds of batch executions, immediate and overnight batch. A batch execution that takes place at non-peak hours, i.e., 8 p.m. to 8 a.m. (overnight-delayed) is less expensive than immediate batch.

b. There are two ways to execute REQUEST programs in batch mode. For some programs, keypunched cards are processed through a card reader. (Any program in REQUEST may be executed in this manner.) For others, the user, when executing the program on-line selects a batch mode option after entering the report or program execution parameters. In either case, a program is executed in batch mode with output available through a high speed line printer. Paragraph A-4 describes the card deck and steps required for batch processing. Paragraph A-5 describes the retrieval of output from programs executed in batch mode. Chart A-1 outlines the cards and steps required to submit batch jobs and to retrieve the output.

A–5. Card deck and job submission.

Submission of a card batch job requires input of a series of cards through a card reader, followed by execution of an on-line autolog program. Applicability of the various autolog programs is discussed in paragraphs A-4.n. through A-4.p. Job streams which are submitted for processing must begin their processing within 48 hours of input time. Failure to initiate the jobs through the appropriate autolog sequence (TOC, USAREC, DJOB, …) will result in an automatic and unrecoverable purge of the job stream. The card deck that is used to initiate a batch program through a card reader consists of the cards described in paragraphs A-4.a through A-4.m.

a. Sign-on card. The sign on card is required each time the card reader is dialed into the TSO computer. Table A-1 contains the information required for the sign on card. Numerous batch executions may be submitted with one sign-on.

b. Job card. The job card along with the route punch card (c.) will send the card deck from the card reader, through the TSO computer, to the CTS2 computer where it needs to reside for batch execution. All REQUEST programs execute on the CTS2 computer. The TSO computer is used only to handle the batch card input and the printer output. Table A-2 contains the information required for the job card.

c. Route Punch card. The route punch card is used in conjunction with the job card (b.) as described in the previous paragraph. Table A-3 contains the information required for the route punch card.

d. :READ card. The :READ (colon read) card is needed for the jobstream in order to flag the program that is running. Table A-4 contains the information required for the colon read card. Note: Report and update program colon read cards differ. Columns 17 to 20 are blank for report programs such as SOLD, RUQUOT and RUDICT. Columns 17 to 20 contain the word “DATA” for update programs such as BQUOTA and UNTUPD.

e. Password card. The user submits a password card with the deck in order that the password can be checked against the user ID before the program runs.

f. ML SPOOL card (for report programs only). The ML (master link) SPOOL card is for report programs only (example: SOLD). The ML SPOOL card tells the operating system at execution time where the output goes, i.e., to which high speed printer. Starting in column 24 the user may specify a form of an output file queue which is in effect a “gate” for the output and when retrieving output may load a particular paper at the printer and using a queue dump card (A-5b.) retrieve the program output. Table A-5 contains the information required for the ML SPOOL card.

g. Stacking card (for report programs only). The stacking card tells the operating system to stack the program name and the responses to all the program prompts into a buffer before the program executes so that the answers to the prompts are available during the execution of the program. Table A-6 contains the information required for the stacking card.

h. Program name card (for report programs only). The program name card identifies the program to be executed. This card contains the program name starting in column 1. It is, in effect, the response to the on-line initiation prompt of ENTER PROGRAM NAME, “LIST” OR “OFF”.

i. Prompt response cards (for report programs only). Prompt response cards contain information required by the program. There must be one card for each and all necessary answers to the prompts within each program. The number of cards will vary according to the path taken by the user in the on-line procedures as specified in the user manual. The information must be punched in exactly the same format and columns as required by on-line execution. Included

among the cards must be the response to prompts such as REPORT, UPDATE OR END. Enter END in the appropriate columns of the prompt response card. Do not use this card to replace the off card described below (j). The off card is a separate card. The user has the option of adding another program name card (h) here, followed by the required prompt response cards (i) before adding the off card (j). This option will result in the reports of both programs coming out on the high speed printer as one printer file. That is, everything from the stacking card (g) to the off card (j) will be output at one printing.

j. Off card (for report programs only). The off card is used to answer the prompt ENTER PROGRAM NAME, "LIST" OR "OFF". The characters must be punched in columns 1 to 3. This card releases the program output to the printer queue.

k. &END card (for report programs only). The &END (ampersand end) card tells the operating system to close the stack in the buffer which was started by the stacking card (g.) so that the program(s) execution may proceed. Table A-7 contains the information required for the &END card.

l. Sign-off card (optional). The sign-off card is used to disconnect the card reader from the TSO computer. This card may be submitted after all batch jobs have been submitted or all output received. If it is not submitted, the TSO computer automatically terminates the session after 15 idle minutes. Table A-8 has all the required information for the sign-off card.

m. Data cards (for update programs only). The data cards are whatever specific cards are required for the particular program being run. These cards will be transformed by the update program to become the VSAM disc file records in the REQUEST data base. For example the UNTUPD program contains a table in the user manual with the required information for UNTUPD data cards. The cards must be punched exactly as indicated by a table as in UNTUPD or as indicated by on-line procedures in the user manual.

n. Overnight Batch Autolog Submission (for report programs only). Job submission is made at an on-line terminal by running the TOC (Terminal Operations Center) program for users in the KEYSTONE Branch and MILPERCEN; the USAREC program for users at USAREC; or DJOB for users at FORSCOM. These programs must be run at least once a day to submit the system software that will actually process the cards input into the card reader. The TOC, USAREC, and DJOB programs may be run for batch auto-log submission before or after the cards are submitted. The job submission may be verified by running the BTCHLK program immediately after TOC, USAREC, or DJOB is run, and then running BTCHLK again the following morning. The execution of the batch job(s) will take place early the following morning between 0145 and 0400 hours. Due to the Saturday evening CTS2 shutdown, TOC, USAREC, and DJOB jobs submitted on Saturdays are not executed until early Monday morning to ensure their uninterrupted execution.

o. Immediate Batch submission (for report programs only). Immediate batch submission from an on-line terminal for card jobs is made by first submitting the cards to the card reader and then by running the TOCI program for users at the KEYSTONE Branch and MILPERCEN; the USAREC program for users at USAREC; or IJOB for users at FORSCOM. The batch programs are run by the entry of TOCI, USARECI, or IJOB in response to the ENTER PROGRAM NAME, "LIST" OR "OFF" prompt.

p. Update program(s) job submission. Job submission is made on the on-line terminal by entering the program name (example: BQUOTA or UNTUPD) in response to the ENTER PROGRAM NAME, "LIST" or "OFF" prompt.

A–6. Retrieving batch output. Batch output is normally printed on a high speed line printer. Output can be retrieved by a card deck as shown below.

a. Sign-on card - Paragraph A-4a above and Table A-1.

b. Queue dump card(s) - A queue dump card sets the form for the particular queue requested. The default form number is 41. Form 51 is used for CHGAA, CHGAR, and CHGNG programs. It in effect opens the "gate" that was set by the ML Spool card (A-4e.). Once a queue dump card has been entered, the form selection is universal and it will not return to any other form without the execution of another queue dump card even if the session is terminated. Table A-9 contains the required information for a queue dump card.

c. Sign-off card (optional) - Paragraph A-4k above and Table A-8. It should be noted that job streams which have been processed and are awaiting downloading through a remote logon, must be downloaded within five days. Failure to obtain these jobs will result in an automatic and costly purge of the job streams.

I. For execution of REQUEST programs in batch mode. The cards and steps are labeled a, b, c....according to the subparagraph in A-4 where they are described.

All Programs

a. Sign-on card
b. Job card
c. Route Punch card
d. :Read card - Note: columns 17 to 20 determine the rest of the deck. "DATA", for update programs; follow the chart on the left, below. Blank, for report programs; follow the chart on the right below.
e. Password card

Update Programs

m. Data cards
l. Sign-off (optional)
p. Update job submission (from online terminal)

Report Programs

f. ML SPOOL card
g. Stacking card
h. Program name card
i. Prompt response cards
j. Off card
k. &END card
l. Sign-off card (optional)
n. Overnight batch autolog or
o. Immediate batch submission (from online terminal)

II. For retrieval of output produced in batch mode. The cards are labeled according to the subparagraph in A-4 and A-5 where they are described.

All Programs

A-4a. Sign-on card
A-5b. Queue dump card(s)
A-4k. Sign-off card (optional)
- to be submitted only after all output has been retrieved.

Figure A–1. Chart A-1. Batch job requirements

Table A–3
Sign-on card

Column	Field	Description
1	“/”	0/1 multipunch.
2	“*”	11 row 4/8 multipunch.
3-8	“SIGNON”	
10-12	“TSQ”	
16-21	“REMOTE”	
22-24	Remote ID	Three-character ID.
25-32	Password	Eight-character password.

Table A–4
Job card

Column	Field	Description
1	“/”	0/1 multipunch.
2	“/”	0/1 multipunch.
3-8	User ID	Where batch job is to be run (example: UZK729).
10-12	“JOB”	
14	“(”	Left parenthesis - 12 row 5/8 multipunch.
15-16	“ED”	
17	“,”	Comma - 0/3/8 multipunch.
19	“0”	
20	“)”	Right parenthesis - 11 row 5/8 multipunch.
21-23	“JDD”	
24	“,”	Comma - 0/3/8 multipunch.
25-28	“PRTY”	
29	“=”	6/8 multipunch
30-31	“10”	
32	“,”	Comma - 0/3/8 multipunch.
33-38	“TYPRUN”	
39	“=”	6/8 multipunch
40-43	“COPY”	
44	“,”	Comma - 0/3/8 multipunch.
45-52	“MSGCLASS”	
53	“=”	6/8 multipunch.
54	“B”	

Table A–5
Route Punch card

Column	Field	Description
1	“/”	0/1 multipunch.
2	“*”	11 row 4/8 multipunch.
3-7	“ROUTE”	
11-13	“PUNCH”	
15-18	“VCT2”	
19	“.”	Period - 12 row 3/8 multipunch.
20-25	User ID	Where the job is to execute (example: UZK729).

Table A–6
:Read (colon read)card

Column	Field	Description
1	“:”	Colon - 2/8 multipunch.
2-5	“READ”	
8-13	“Name of program”	The name of the program to be executed.
17-20 (Update programs)	“DATA”	For update programs only (for example: BQOTA, UNTUPD).
17-20 (Report programs)	“”	Blank - for report programs obly (for example: SOLD, RUQUOT, RUDICT).

Table A–7
ML Spool card

Column	Field	Description
1-2	“ML”	
3-6	“SPOOL”	
8-16	“PRINTER”	
18-20	“RMT”	
21-23	TSO remote ID	Three-digit ID code.
24-31	“(FORM 51” (optional)	Left parenthesis - 12 row 5/8 multipunch, FORM, space, 51.

Table A–8
Stacking card

Column	Field	Description
1	“&”	Ampersand - 12 row punch.
2-9	“BEGSTACK”	

Table A–9
&END (ampersand end) card

Column	Field	Description
1	&	Ampersand - 12 now punch
2-4	END	

Table A–10
Sign-off card

Column	Field	Description
1	"/"	0/1 multipunch.
2	"*"	11 row 4/8 multipunch.
3-9	"SIGNOFF"	

Table A–11
Queue dump card

Column	Field	Description
1	"/"	0/1 multipunch.
2	"*"	11 row 4/8 multipunch.
3	"$"	11 row 3/8 multipunch.
4-7	"TPR1"	
8	","	Comma - 0/3/8 multipunch.
9	"F"	
10	"="	6/8 multipunch.
11	"Form #"	1-2 digit form number (form 41 is the default form, form 51 is used for CHGAA, CHGAR, and CHGNG).

Appendix B
SIGN-ON/SIGN-OFF PROCEDURES

B–1. Introduction.

Access to the system is afforded by computer terminals that are linked to the main computer via ordinary telephone lines. To gain access over these telephone lines, the user must follow exactly the procedures described in this appendix. Users in Europe will use the procedures detailed in paragraph B-4. All other users will use the procedures detailed in paragraph B-3.

B–2. Sign-on data items.

All users must enter their particular user identification code and password and the BCS service identifier. Users in Europe must enter, additionally, the terminal identifier, their particular Telenet user identification code and Telenet password, and the common Telenet address. Valid values for these data items are given in the tables included in paragraph B-4 for users in Europe, and in paragraph B-3 for all other system users.

B–3. Sign-on procedures for U.S. users.

Table B–1
Sign-on procedures for U.S. users

Data item	Field	Vakud values or reference
BCS service idenifer	DESIRED SERVICE	CTS2
User identification code	CP L XXXXXX	L plus the six-character code identifying the user's location.
Password	CP XXXXXXXX	The user's current password, obtained from the TASO.

Follow the procedures below to sign-on to the system. See figure B-1 for an example.

Table B–1A
Procedures to sign on to the system

SYSTEM: N/A
USER:
1. Turn on the power to the computer terminal.
2. Dial the access telephone number. The telephone number may be obtained from the REQUEST/RETAIN Branch.
3. Listen for a high-pitched tone.
4. Place the telephone headset firmly in the computer terminal cradle.
5. Depress the carriage return key.

SYSTEM: WELCOME TO THE BCS NETWORK
YOUR ACCESS PORT IS BCS XXX
SELECT DESIRED SERVICE:
USER:
1. Enter CTS2.
2. Depress the carriage return key.

SYSTEM: MAINSTREAM-CTS ONLINE
CP
USER:
1. Enter L
2. Enter a space.
3. Enter the correct user identification code.
4. Depress the carriage return key.

SYSTEM: CP XXXXXXXX
USER:
1. Enter the correct password.
2. Depress the carriage return key.

SYSTEM: At this point, the system will print certain log-on information and the initial prompt, ENTER PROGRAM NAME, 'LIST' OR 'OFF':
USER:
1. To run a program, enter the program name and depress the carriage return key.
2. To obtain a complete list of the programs available to the user, enter LIST and depress the carriage return key.
3. To sign off without having run any programs, enter OFF and depress the carriage return key.

```
WELCOME TO THE BCS NETWORK
YOUR ACCESS PORT IS BCS XXX
SELECT DESIRED SERVICE:  CTS2
MAINSTREAM-CTS ONLINE
CP L XXXXXXX
CP XXXXXXXXX
LOGON AT 05:38:13 EDT THURSDAY 04/30/81 LINE 6DA (4-1-192)
CMS REL 6 04/28/81 V003
A (191) R/O
ENTER PROGRAM NAME, 'LIST' OR 'OFF'
```

Figure B–1. Sample log-on procedure for U.S. users

```
PLEASE TYPE YOUR TERMINAL IDENTIFIER E
-1250-010-
PLEASE LOG IN:
USER NAME: RCFRGXXXXX
PASSWORD: USAXXXX
TELENET
@C 70363
TELENET: CALL CONNECTED
WELCOME TO THE BCS NETWORK
YOUR ACCESS PORT IS BCS XXX
SELECT DESIRED SERVICE: CTS2
MAINSTREAM-CTS ONLINE
CP L XXXXXX
CP XXXXXXXX
LOGON AT 05:38:13 EDT THURSDAY 04/30/81 LINE 6DA (4-1-192)
CMS REL 6 04/30/81 V003
A (191) R/O
ENTER PROGRAM NAME, 'LIST' OR 'OFF'
```

Figure B–2. Sample log-on procedure for users in Europe

B–4. Sign-on procedures for users in Europe.

Table B–2
Sign-on data items for users in Europe

Data item	Field	Valid values or reference
BCS	DESIRED SERVICE	Enter CTS2.
User identification code	CP L XXXXXX	L plus the six-character code identifying the user's location.
Password	CP XXXXXXXX	The user's current password, obtained from the TASO.
Terminal identifier	TERMINAL IDENTIFIER	Enter E
Telenet user identifier	USER NAME	The ten-character code identifying the Telenet user.
Telenet password	PASSWORD	The seven-character Telenet password.
Telenet address	@	Enter C 70363.

Table B–4A
Follow the procedures below to sign-on to the system. See figure B-2 for an example.

SYSTEM: N/A
USER: 1. Turn on the power to the computer terminal.
2. Dial the access telephone number. The telephone number may be obtained from the list provided in table 5-1 of the Conversion User Handbook or from the REQUEST/RETAIN Branch.
3. Listen for a high-pitched tone.
4. Place the telephone headset firmly in the computer terminal cradle.
5. Depress the carriage return key.

SYSTEM: PLEASE TYPE YOUR TERMINAL IDENTIFIER
USER: 1. Enter E
2. Depress the carriage return key.

SYSTEM: -1250-010
PLEASE LOG IN:
USER NAME:
USER: 1. Enter the Telenet user identification code.
2. Depress the carriage return key.

SYSTEM: PASSWORD:
USER: 1. Enter the Telenet password.
2. Depress the carriage return key.

SYSTEM: TELENET
@
USER: 1. Enter C 70363.
2. Depress the carriage return key.

SYSTEM: TELENET: CALL CONNECTED
WELCOME TO THE BCS NETWORK
YOUR ACCESS PORT IS BCS XXX
SELECT DESIRED SERVICE:
USER: 1. Enter CTS2.
2. Depress the carriage return key.

SYSTEM: MAINSTREAM-CTS ONLINE
CP
USER: 1. Enter L
2. Enter a space.
3. Enter the correct user identification code.
4. Depress the carriage return key.

SYSTEM: CP XXXXXXXX
USER: 1. Enter the correct password.
2. Depress the carriage return key.

SYSTEM: At this point, the system will print certain log-on information and the initial prompt, ENTER PROGRAM NAME, ’LIST’ OR ’OFF’:.
USER: 1. To run a program, enter the program name and depress the carriage return key.
To obtain a complete list of the programs available to the user, enter LIST and depress the carriage return key.
3. To sign off without having run any programs, enter OFF and depress the carriage return key.

B–5. Sign-off procedures for all users.

Users can sign-off the system by entering OFF in response to the prompt, ENTER PROGRAM NAME, ’LIST’ OR ’OFF’. The system will respond by printing certain log-off information and prompting, “SELECT DESIRED SERVICE:”. The user may complete the sign-off procedure by hanging up the telephone and turning off the power to the

computer terminal. Note that OFF is a valid response to the above prompt only. At no other time will the sign-off be successful, and the Army will continue to be charged for computer time even though no work is actually being performed. The prompt occurs upon signing on and upon the completion of each program.

B–6. Error messages.

The following listing contains possible error and information messages and the corrective action to be taken.

Table B–6A
List of possible error and information messages and the corrective action to be taken

MESSAGE: CP **ACTION:** This prompt will occur after the user has entered an invalid user identification code. Re-enter the correct user identification code.
MESSAGE: SERVICE NOT AVAILABLE AT THIS TIME **ACTION:** This is an information message. The CTS2 service requested is unavailable due to some operational difficulty. Try again later.
MESSAGE: RESTART **ACTION:** ACTION: The format of the response to the CP prompt is incorrect. Re-enter the user identification code exactly as shown in figure B-1 or B-2.

B–7. Sign-on problems.

Problems encountered while attempting to sign-on which are not the fault of the user are generally attributable to the telephone link between the user and the computer. Garbled output, random or missing characters, misinterpreted (though correctly entered) commands and abrupt service terminations may all be due to poor telephone links. When such problems occur, the user may find it advantageous to re-dial the access telephone number and sign-on again in order to obtain a clearer telephone link. Persistent problems should be reported to the REQUEST/RETAIN Branch.

USAPD

ELECTRONIC PUBLISHING SYSTEM
OneCol FORMATTER WIN32 Version 216

PIN:	053676–000
DATE:	08-20-04
TIME:	10:03:38
PAGES SET:	622

DATA FILE:	C:\WinComp\p601-5-2.fil
DOCUMENT:	DA PAM 601–5–2

SECURITY:	UNCLASSIFIED
DOC STATUS:	NEW PUBLICATION