

Fujitsu Services E2E Release 1 – LFS Counter Dialogue Delta Ref: LF/IFS/001
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Abstract: This document presents a description of the changes to the dialogue, activity flows and screen flows to be developed at the Counter Application for LFS as a result of the introduction of E2E Release 1 (Project 3)

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0.0 Document Control

0.1 Document History

Version No.	Date	Reason for Issue	Associated CP/PinICL
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0.2 Review Details

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0.3 Associated Documents

Reference	Version	Title	Source
EA/DPR/002		E2E Re-Architecting Release 1 Design Proposal	Fujitsu Services
EA/HLD/001		E2E Release 1 – LFS Delta	Fujitsu Services
LF/DES/003		Logistics Feeder Service – High Level Design	Fujitsu Services
SD/DES/005		Horizon OPS Reports and Receipts – Post Office Accounts Horizon Office Platform Service	Fujitsu Services

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Reference	Version	Title	Source
SD/DOC/009		Horizon OPS Desktop Messages and Help Text	Fujitsu Services
SD/SPE/016		Horizon OPS Menu Hierarchy	Fujitsu Services
SD/STD/001		Horizon Office Platform Service Style Guide	Fujitsu Services

Unless a specific version is referred to above, reference should be made to the current approved versions of the documents.

0.4 Definition of Terms

Term	Definition
<u>ACC</u>	<u>Authorised Collectors Card. A valid card that must be carried by couriers who collect cash from Branches. This card has a bar-code that must be validated at the counter before cash is handed to the courier.</u>
<u>ADC</u>	<u>Auto Distribution Centre. This is the name given to cash and stock centres that are managed centrally by the POL Auto Distribution Service.</u>
Branch	A Post Office or any other location where Post Office Ltd (whether directly or by means of agents) transacts business with customers.
Button	Icon on the Riposte Desktop which can be selected by the user via the touch-screen or equivalent keyboard function key to invoke a particular action.
Clerk	Any person who serves customers at a Counter Position in a Post Office.
Counter	A serving position in a Post Office, where a Customer transacts business with a Counter Clerk. Within this document, the term 'Counter' also refers to a personal computing device used within the Horizon system for the purposes of Branch Back-office functionality.
Counter Application	An application resident within the counter processor that contains the business logic controlling the dialogue with the Clerk.
Counter Dialogue	The dialogue between the Post Office Clerk and the Horizon platform in the Post Office.
<u>E2E</u>	<u>Acronym for 'End-to-End'.</u>

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Term	Definition
Electronic Point of Sales Service	The EPOSS Service supplied by the Contractor pursuant to Clause 405.2 of the Codified Agreement.
Horizon	The service implemented by Fujitsu Services for Post Office Ltd
Mode	Environment within the Riposte Desktop where a transaction is processed.
Office Receipt	The transaction receipt retained in the Outlet.
Receipt	A printed record of the transaction at the office. Both office and customer receipts are produced.
Reference Data	A set of agreed parameters and relationships controlling the operation of Post Office Ltd Services.
Transaction	A recorded and auditable instance of business activity, involving service provision or stock movement across organisational or service boundaries.

0.5 Abbreviations

Abbreviation	Definition
EPOSS	Electronic Point of Sale Service
MOP	Method of Payment
RDMC	Reference Data Management Centre

0.6 Changes in this Version

Version	Changes
0.1	This is the first formal draft of the document. However, the document has previously be circulated informally and changes have ensued as a result. These changes will not <u>been</u> formally documented but may be viewed by selecting 'Tools/Track Changes/Highlight Changes' on the Word™ menu and ticking the option 'Highlight changes on screen'.
1.0	<u>Minor updates to provide clarification and correct typographical errors.</u> <u>Section 2.6: Inclusion of Liability Transfer Receipt within diagram.</u> <u>Section 5.1: Movement of Reverse Pouch button from F10 to F15 on the Remittances Menu. Addition of menu button Soft-</u>

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Version	Changes
	<u>launch descriptions and changes to menu implementation release numbers.</u> <u>Section 2.6 & 4.5.2: Additional message indicating that there are no pouches awaiting despatch</u> <u>Section 3.3: Changes to the Remittance-Out Reversal receipt format.</u>

0.7 Changes Expected

Changes
<ul style="list-style-type: none">• Changes from reviewers' comments• The menu hierarchy changes arising from the introduction of the E2E Release 1 will be specified in one or more issues of <i>Horizon OPS Menu Hierarchy: Changes Supplement</i> [SD/SPE/022]; these are used to update <i>Horizon OPS Menu Hierarchy</i> [SD/SPE/016] which is then issued for approval. The menu hierarchy will therefore be removed from the next version of this document.<u>None</u>

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1 Introduction

This document describes the changes to the Counter Dialogues for the LFS application resulting from the introduction of E2E Release 1 at the Post Office counter (at BI3 S60). The LFS counter dialogues (prior to the introduction of E2E Release 1 cards) are informally described in (LF/DES/003). This document will describe the changes to the flow of activities, screen displays and prompts, and receipt layouts at the counter described in the above document as a result of the introduction of E2E Release 1.

Note: E2E Release 1 is also, and more recently, known as 'Impact Release 1'.

1.1 Scope

Those screens that are not affected by the introduction of E2E Release 1 are not included in this document.

Note that the primary purpose of the flow charts in this document is to define the Counter Dialogue, and in particular, to define the sequence of screens displayed. They are not intended to be definitive statements of the low-level design of the counter application.

This is a delta document that only describes changes incurred as a result of the implementation of E2E Release 1. However, since there is no previous LFS counter dialogues document, then this document will form the baseline should any further changes to LFS dialogues be required.

It is felt that standard dialogues that show progress (for example: 'Print in progress') or show failure of peripherals would simply confuse the readability of this document. Therefore, not all of the possible error or exception conditions are shown or described within the diagrams and dialogues within this document.

1.2 Structure of this document

This document is structured as follows:

Section 2 provides the list of unique counter dialogues that are supported for LFS (BI3 S60). For each dialogue, there is a top-level flow chart, which references further common sequences as necessary.

Section 3 provides the layout of the Office and Customer receipts for those receipts that have changed as a result of E2E Release 1 LFS functionality.

Section 4 lists the unique screens that are supported by LFS, and defines the type of data that appears on each screen.

Section 5 contains details of new messages/receipt text and help text.

2 LFS Counter Dialogue

The transaction flows in this section show the points at which screens are displayed to the Clerk. These screens are used to inform and prompt the Clerk at appropriate steps in the

process of each transaction. The flow charts cover both Remittance-Out and collection of Cash and also the Delivery and Remittance-in of Cash.

2.1 Overview Description

This document describes the Counter Dialogues that are required to support the End to End Release 1 Projects 3. In summary, this includes:

- ❑ The Delivery of Cash Pouches to Branches and the automated Remittance-in of the cash
- ❑ Packing of Notes and Coins into Pouches
- ❑ Identifying Groups of Cash Pouches in preparation for Collection
- ❑ Destroying packed Pouches that contain Cash before the Pouch is Collected
- ❑ Confirmation of Cash Pouch Collection

2.1.1 Pouch Delivery

This function already exists as a Counter Dialogue but will be enhanced as part of E2E Release 1 such that the value of the Cash Pouch delivered to the Branch will be automatically remitted-in to the Branch accounts. The changes involve the printing of the remittance advice receipts at the point of delivery and also cater for the erroneous occasions where the Branch system does not have advance information related to the contents of each Cash Pouch.

2.1.2 Pack Pouches (Remit Out ADC)

This existing dialogue will change such that additional validation is performed that will ensure that Notes, Coins and stock items can only be packed into the correct type of Pouch. This will involve changes to the Menu Hierarchy and will require additional error messages to cater for invalid combinations of Pouch and contents.

2.1.3 Prepare Collection

This new function will allow Stock and Cash Pouches to be grouped together into a logical 'Sack' ready for collection. Pouch bar-codes will either be scanned or manually entered to identify which ones belong to the group. Following the creation or update of the Group, two copies of the Collection Note are printed.

2.1.4 Reverse Cash Pouch

Since Cash Pouch contents cannot be modified following packing, a new function is required to 'Destroy' the Pouch and return the contents to the Till (Stock Unit). This new dialogue allows a Cash Pouch to be identified for Destruction/Reversal via scanning of the Bar-code or manual entry of the Bar-code number. The reversal of a pouch for which a Collection Note has already been printed will force re-print of the Collection Note (2 copies). Stock pouches cannot be reversed.

2.1.5 Pouch Despatch

The existing dialogue has variously been known as 'Bar-code Scan Carrier' and 'Confirm Pouch Collection'. A new dialogue will be created for the Collection of Pouch Collection

Groups. This will, dependent on type of Branch, require the scan (or manual entry) of a valid and current Authorised Collectors Card (ACC card). A Liability Transfer Receipt will be produced on completion of the Pouch Despatch function.

2.1.6 Conventions used within the flowcharts

The flowcharts within this document use the conventions described below.



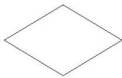





Symbol	Description
	Terminator Indicates the start or completion of a process flow
	Process Represents a processing function.
	Decision Represents a decision or switching function in a flowchart. This may represent either a system or manual decision.
	Display Represents displayed data, such as data, display panels and prompts on a monitor screen.
	Multiple Process Container Represents a comon set of processes and displays that are described in detail within another section of the document
	Document Represents readable data, such as printed output. Where it is a print, the standard options around print failure come into play and as a last resort, print preview will be used to allow a manual transcription of the print.
	Off-Page Connector Represents a flow of information that is continued on a separate page.
	Solid lines indicate on flowchart symbols indicate Counter processes or screen

Figure 1: Flow chart conventions used in this document

2.2 Pouch Delivery

Pre conditions

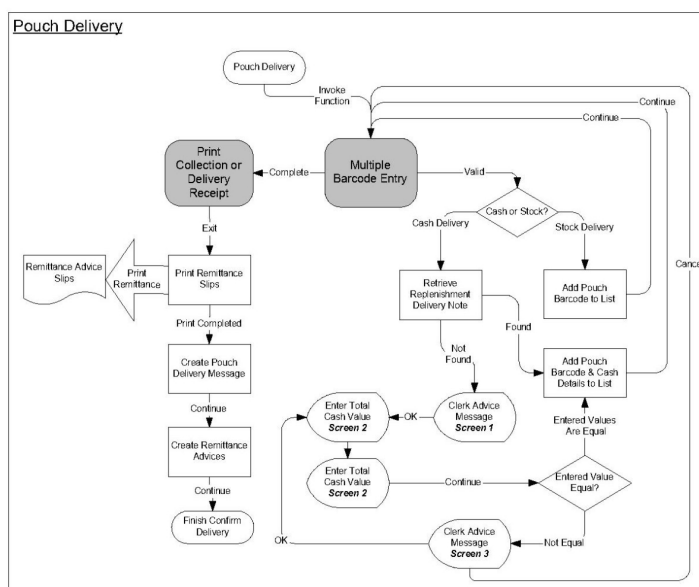
1. There cannot be any other transaction in progress¹

Post conditions

1. Transaction complete, or Transaction cancelled.

Description

The session is invoked by button Transactions/Remittances/Pouch Delivery.



¹ The current session may be a swapped session.

2.3 Pack Pouches (Rem Out ADC)

Pre conditions

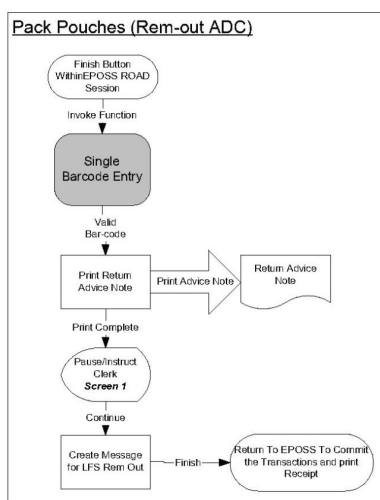
1. There cannot be any other transaction in progress²

Post conditions

1. Transaction complete, or Transaction cancelled.

Description

The session is invoked by button Transactions/Remittances/Out ADC/Cash followed by committing the transaction via the 'Finish' Button.



² The current session may be a swapped session.

2.4 Prepare Collection

Pre conditions

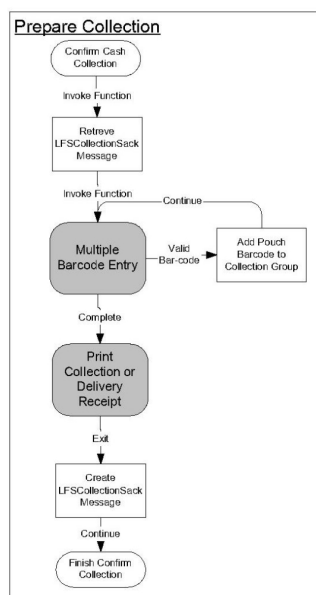
1. There cannot be any other transaction in progress³

Post conditions

1. Transaction complete, or Transaction cancelled.

Description

The session is invoked by a new button Transactions/Remittances/Prep Collect'n.



³ The current session may be a swapped session.

2.5 Reverse Cash Pouch

Pre conditions

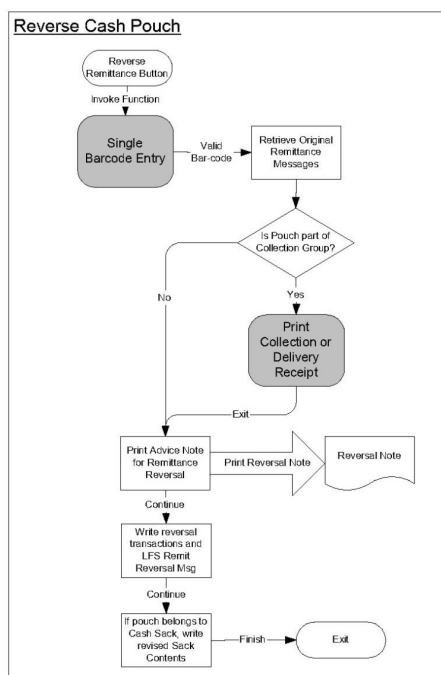
1. There cannot be any other transaction in progress⁴

Post conditions

1. Transaction complete, or Transaction cancelled.

Description

The session is invoked by button Transactions/Remittances/Pouch Reversal



⁴ The current session may be a swapped session.

2.6 Pouch Despatch

Pre conditions

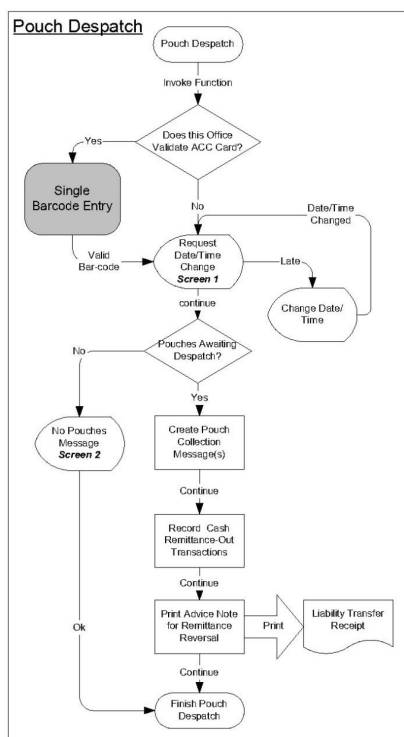
1. There cannot be any other transaction in progress⁵

Post conditions

1. Transaction complete, or Transaction cancelled.

Description

The session is invoked by button Transactions/Remittances/Pouch Despatch



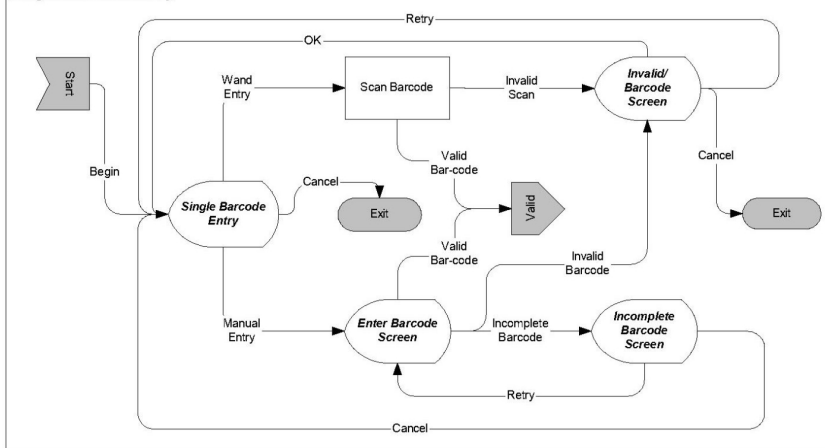
⁵ The current session may be a swapped session.

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2.7 Single Bar-code Entry

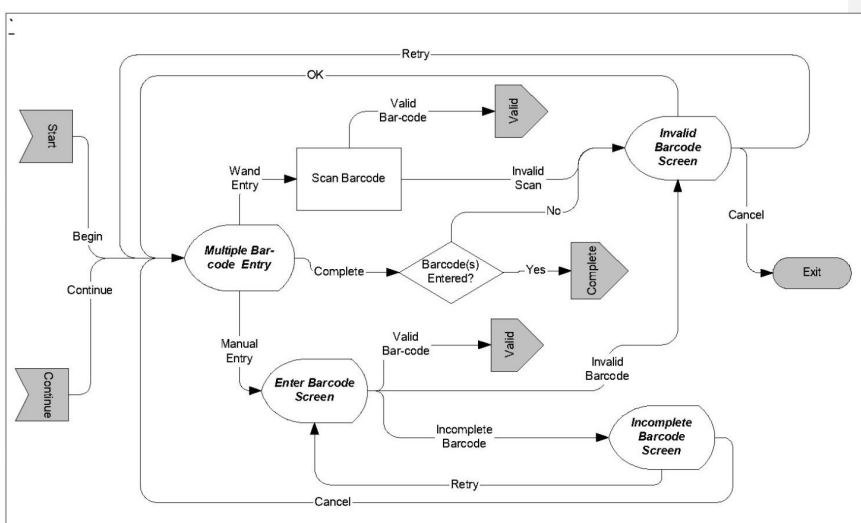
This describes the common mechanism used to enter a single bar-code as used by Pack Pouches (Remit Out ADC), Reverse Cash Pouch and Pouch Despatch. The only differences between the individual business functions are the types of validation performed on the bar-code.

Single Barcode Entry



2.8 Multiple Bar-code Entry

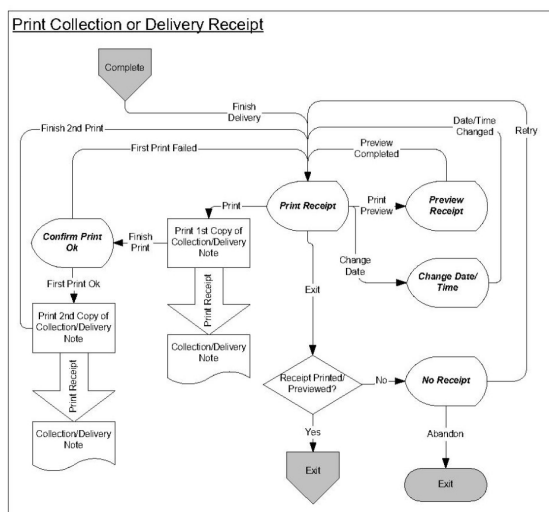
This describes the common mechanism used to enter multiple bar_codes as used by Pouch Delivery and Prepare Collection. The only differences between the individual business functions is the type of validation performed on the bar-code.



2.9 Print Collection or Delivery Receipt

This describes the common mechanism used to print either Collection or Delivery Receipts and is used in functions Pouch Delivery, Prepare Collection and Reverse Cash Pouch.

The 'Change Date/Time' screen is not available during the function Reverse Cash Pouch and Prepare Collection.



3 Receipts

This section depicts the layout of the LFS remittance receipts following the introduction of requirements introduced by the Automated Remittances Conceptual design PSO/S60/E2E/DES/001 (Fujitsu reference BD/CDE/003). The Remittance In Slip and the Remittance Out Slip are enhanced to include the Pouch/Coin Advice Note Number when the remittance is for Cash. A new Liability Transfer Receipt will be printed following the completion of the Pouch Despatch function.

It should be noted that the examples below do not necessarily reflect the agreed formats of the LFS Receipts and that changes to layouts depicted below may or may not be incurred by other influences or requirement changes. For example, there are some changes as a result of Bureau de Change and the associated large numerical values incurred by this additional functionality (Please refer to DE/IFS/004).

As a result, not all the character positions and lengths of fields are documented in this section. Where these are missing, they may be found in SD/DES/005.

3.1 Remittance In Slip

3.1.1 Purpose

This is an office report and must be retained. It records the transactions performed in the session. *Changes are required to this receipt to add the Pouch/Coin Advice Note Number.*

3.1.2 Frequency

Automatically produced on completion of a manual stock remittance session. One is also produced for each cash pouch that is automatically remitted-in as a result of cash delivery to the Branch.

3.1.3 Notes

Mandatory.

Details of the session.

Filed locally.

3.1.4 Sequence

Listed by Product in order of entry.

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3.1.5 Layout and Example Content

```
1234567890123456789012345678901234567890123
01 Feltham Post Office FAD: 123456X
02 11:42 17/01/1998 CAP:01 BP:01 SU:SH1
03 Remittance In Slip (Auto Distribution)
04 Office Copy
05
06 SESSION: 1-15944-1
07 Pouch/Coin Bar-code Number: 123456789012
08
09 PRODUCT VOLUME VALUE
10 Cheque 1 600.00
11 Voucher 1 500.00
12 TV Stamp £2 100 200.00
13 BT card £5 350 1750.00
14 1st class stmp 1000 270.00
15 2nd class stmp 1500 285.00
16 -----
17 SESSION TOTAL 4405.00
18
19 *** END OF REPORT ***
20
```

```
123456789012345678901234567890123456789012
12345678901234567890123456789012
```

The data shown in the example is illustrative only –
the exact text can change, and so differ from that in the example.

Field Name	Line No.	Character Positions	Length	Contents/Notes
Rem Slip Detail:				
Source	03			
Session ID	06			
Pouch/Coin Bar-code Number	07	32-4329- 40	12	Only appears on cash remittances.
Rem Slip Transaction:	10			Repeated as necessary.
Product Name				
Qty				
Transfer Value				
Rem Slip Total:	17			
Session Total				

3.2 Remittance Out Slip

3.2.1 Purpose

This is an office report and must be retained. It records the transactions performed in the session. *Changes are required to this receipt to add the Pouch/Coin Advice Note Number.*

3.2.2 Frequency

Automatically produced on completion of a remittance session.

3.2.3 Notes

Mandatory.

Details of the session.

Filed locally.

Remittance details are at product level for cash and stamps.

3.2.4 Sequence

Listed by Product in order of entry.

3.2.5 Layout and Example Content

```
123456789012345678901234567890123456789012
01 Feltham Post Office FAD: 123456X
02 11:42 17/01/1998 CAP:01 BP:01 SU:SH1
03 Remittance Out Slip (Auto Distribution)
04 Office Copy
05
06 SESSION: 1-15646-1
07 Pouch/Coin Bar-code Number: 123456789012
08
09 PRODUCT VOLUME VALUE
10 PO £6 5 30.00
11 PO fee £6 5 3.25
12 1st class stmp 100 27.00
13 Milk Token 50 0.00
14 -----
15 SESSION TOTAL 60.25
16
17 *** END OF REPORT ***
123456789012345678901234567890123456789012
```

The data shown in the example is illustrative only –
the exact text can change, and so differ from that in the example.

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Field Name	Line No.	Character Positions	Length	Contents/Notes
Rem Slip Detail:				
Destination	03			
Session ID	06			
Pouch/Coin Bar-code Number	07	32-43 29-40	12	
Rem Slip Transaction:	10			Repeated as necessary.
Product Name				
Qty				
Value				
Rem Slip Total:	15			
Total				

3.3 Cash Remittance Out Reversal Slip

The ability to perform a manual transaction reversal ('Existing Reversal') on Cash Remittance-Out transactions will be inhibited such that partial pouch contents cannot be reversed.

A new function will provide the facility to reverse the complete contents of a pouch. This function effectively destroys the pouch and reverses the original remittance transaction in its entirety.

The ability to reverse a remittance-out transaction has always existed and results in the production of an EPOSS Customer Session Reversal Receipt. The new restriction that restricts reversals to an entire pouch does not change the receipt requirement. The receipt format will therefore not change. The complete pouch reversal function will cause a remittance-out reversal receipt to be produced. This will be in the same format as the Remittance-Out receipt

An indicative example is below:

	1	2	3	4
	123456789012345678901234567890123456789012			
01	Feltham Post Office	FAD: 123456X		
02	11:42 17/01/1998	CAP:01	BP:01	SU:SH1
03	Reverse Remittance Out Slip			
04	Office Copy			
05				
06	SESSION: 1-15646-1			
07	Pouch/Coin Bar-code Number: 123456789012			
08				
09	PRODUCT	VOLUME	VALUE	
10	£100 note	4-	400.00-	
11	£50 note	6-	300.00-	
12	£20 note	4-	80.00-	
13	£5 note	11-	55.00-	
14			-----	
15	SESSION TOTAL		835.00-	
16				
17	*** END OF REPORT ***			
	1	2	3	4
	123456789012345678901234567890123456789012			

3.4 Liability Transfer Receipt

3.4.1 Purpose

This is a new office report and must be retained. It records the transactions performed in the session when liability of cash in cash pouches is moved out of Suspense and into Cash in Transit.

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3.4.2 Frequency

Automatically produced on completion of a pouch ~~collection~~-despatch session.

3.4.3 Notes

~~Automated~~Mandatory

Details of the session.

Filed locally.

Remittance details are for each cash pouch(notes and coin) only.

3.4.4 Sequence

Listed by Pouch in order of entry into collection group.

3.4.5 Layout and Example Content

	1	2	3	4
	123456789012345678901234567890123456789012			
01	Feltham Post Office	FAD: 123456X		
02	11:42 17/01/1998	CAP:01		
03	Cash Value Transferred Out of Branch			
04	Office Copy			
05				
06	SESSION:	1-15646-1		
07				
08	Pouch/Coin Bar-code Number	Value		
09	123456789012	10000.00		
10	123456789013	5000.00		
11	123456789014	20000.00		
12				
13	SESSION TOTAL	35000.00		
14				
15	*** END OF REPORT ***			
	1	2	3	4
	123456789012345678901234567890123456789012			

The data shown in the example is illustrative only –
the exact text can change, and so differ from that in the example.

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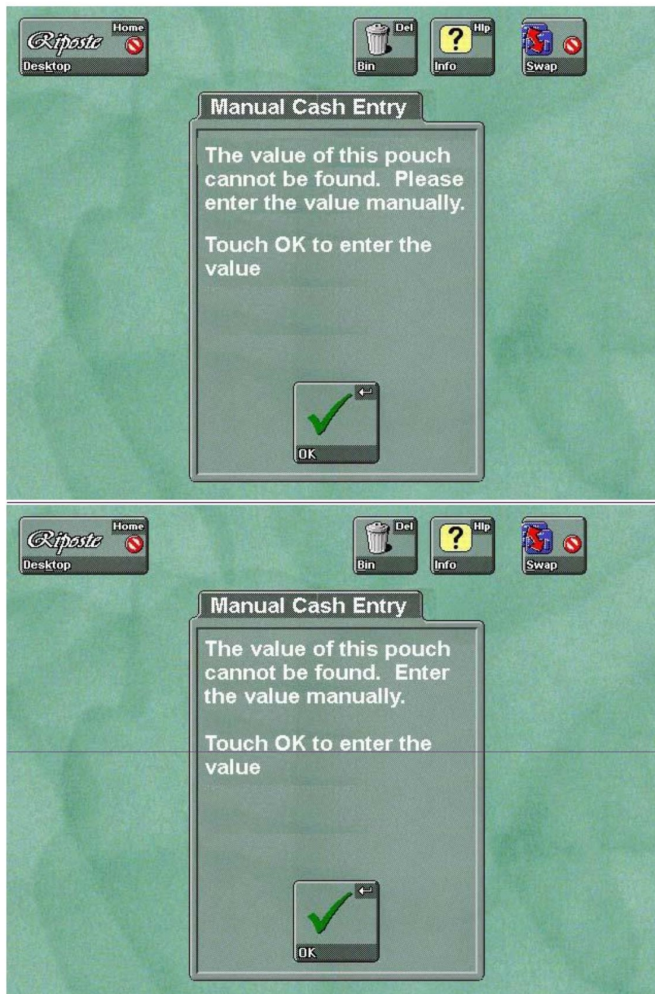
Field Name	Line No.	Character Positions	Length	Contents/Notes
Liability Transfer Detail: Session ID	06	<u>14,24</u>	<u>11</u>	
Rem Slip Transaction: Pouch/Coin Bar-code Number Value	09	<u>1-12</u> <u>30-41</u>	<u>12</u> <u>12</u>	Repeated as necessary.
Session Total:	13	<u>29-41</u>	<u>13</u>	

4 Screen Layouts

4.1 Pouch Delivery Screens

4.1.1 Screen 1

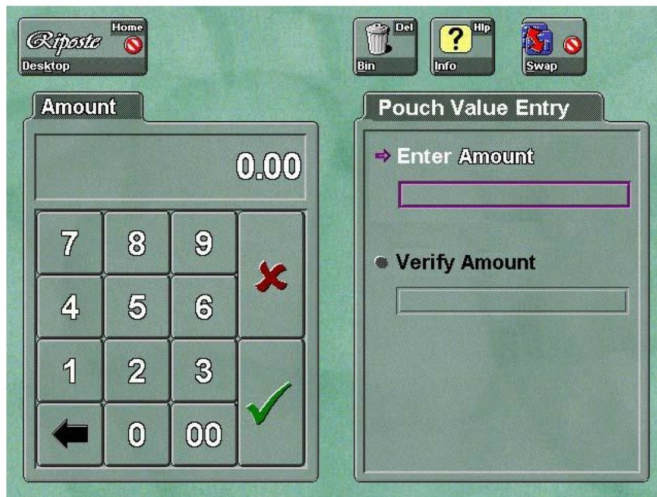
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If the Replenishment Delivery Notice is not available at the Counter for the Cash Pouch being Received, then the Total Cash Value within the Pouch must be entered by the Clerk. Since this is an exceptional condition, the system will present textual advice as shown in the above screen.

MSGxxx	Manual Cash Entry The value of this pouch cannot be found. <u>Please</u> enter the value manually. Touch OK to enter the value.	OK Touch this button to enter pouch value.
MSGxxx	<u>Incorrect Entry</u> Please enter a valid value for this pouch. Touch Ok to re-enter the pouch value.	<u>Ok</u> Touch this button to re-enter the pouch value.

4.1.2 Screen 2

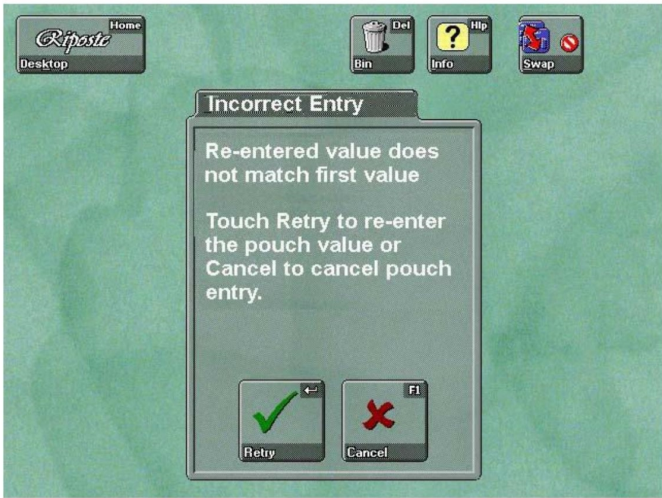


If the Replenishment Delivery Notice is not available at the Counter for the Cash Pouch being Received, then the Total Cash Value within the Pouch must be entered by the Clerk. The calculator panel above will be used to enter the cash value and then to re-enter the value in confirmation that the initial figure is correct.

This forces the clerk to enter the cash value twice and a check will subsequently be made to ensure that the 2 values match. This ensures that any entry mistakes made by the clerk are captured and rectified since the amount entered cannot be reversed or modified.

The original amount and verified amount are shown on the right-hand part of the screen and the clerk may switch between them by touching either value.

4.1.3 Screen 3



If the values entered in Screen 2 do not match, then this error dialogue will be displayed informing the clerk to Retry or Cancel.

MSGxxx	Incorrect Entry	Retry
	Re-entered value does not match first value. Touch Retry to re-enter the pouch value or Cancel to cancel pouch entry.	Touch this button to <u>re</u> -enter the pouch value, manually .
		Cancel
		Touch this button to cancel the scan , <u>pouch value entry</u> .

4.2 Pack Pouches (Rem Out ADC)

4.2.1 Screen 1



Following successful validation of the Pouch Id, the Return Advice Note will be printed on the receipt printer and the clerk will be instructed to tear-off the receipt and place it in the pouch.

Confirmation that this action has been taken will then cause the LFS function to return to EPOSS Control. EPOSS will then print a Remittance-Out receipt and commit the stack of remittance items to the message store.

MSG557	Remove Receipt Remove Return Advice and place it in the pouch. For coins, alternative procedures apply. Touch Continue to print the Rem Out slip.	Continue Touch this button to print the Remittance Out slip.
--------	---	--

4.3 Prepare Collection

This function allows a Branch to identify which pouches are to be collected and to prepare the collection paperwork in advance.

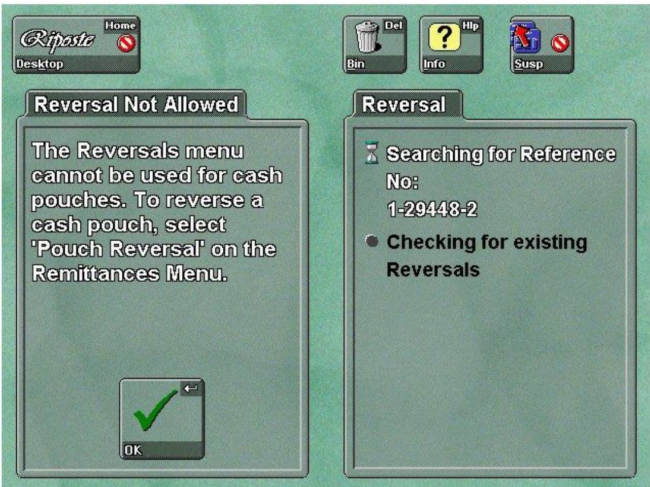
All screens used during this function are common and described in both sections 4.6 and 4.7.

4.4 Reverse Cash Pouch

This function allows a Branch to unpack the contents of a Cash Pouch before it is collected. The value of cash in the Pouch will be Remitted-in to the original/originating current stock unit and the Pouch will no longer be a candidate for collection.

All screens used during this function are common and described in both sections 4.6 and 4.7.

4.4.1 Reversals Warning



The existing reversals function will be modified such that manual reversal of the Remit-out transaction is disallowed. The above message will be displayed if the clerk attempts to use the 'Existing Reversal' function for Cash Pouch remittance-out transactions.

MSGxxx	Reversal Not Allowed	OK
	The Reversals menu cannot be used for cash pouches. To reverse a cash pouch, select 'Pouch Reversal' on the Remittances menu.	Touch this button to continue

4.5 Pouch Despatch

This function is performed on arrival of the courier to collect Cash. If the carrier is required to carry an ACC card, then this will be scanned/manually entered and validated. Following validation, all cash pouches associated with Collection Groups will be assumed to have been collected.

4.5.1 Screen 1



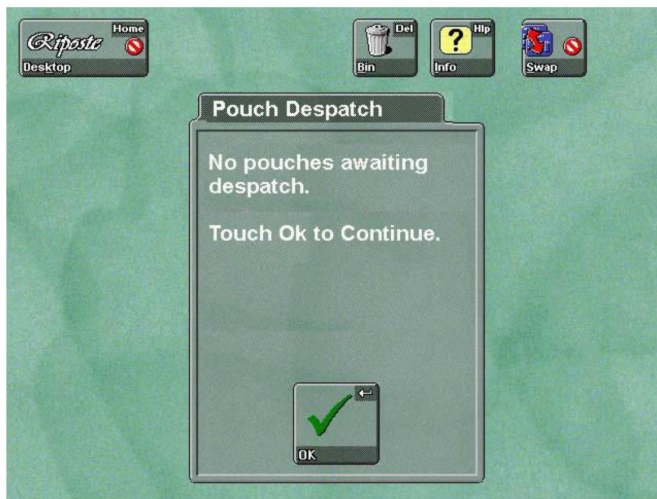
The above screen is displayed following ACC card number entry (if the branch verifies ACC Cards) or immediately following selection of the Pouch Despatch menu button (if the branch does not verify ACC Cards).

The 'Late' button will be used if the recording of the Pouch Despatch function is performed retrospectively following system failure. This button will invoke the Change Date/Time dialogue that is described in section 4.7.2.

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4.5.2 Screen 2

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The above screen is displayed if there are no pouches to despatch. Touching the Ok button will exit the Pouch Despatch function.

4.6 Common Bar-code Entry Screens

4.6.1 Multiple Bar-code Entry



This is the first screen to be displayed following selection of Pouch Delivery or Prepare Collection from the menu hierarchy. The screen works in the same manner as the existing LFS system. The Bar-code wand can be used at this point to scan-in Pouch bar-codes. Alternatively, the 'Manual' button can be touched that will lead to a screen that allows the bar-code to be manually typed (see 4.6.3).

Touching the 'Complete' Button will navigate to the Collection/Delivery Advice Note print Screen (Section 4.7).

MSG559	Scan %strType% Bar-code Scan bar-code on the %strType% pouch or touch Manual to enter 12 digit bar-code. %strCount% %strPouches% entered. Touch Complete when all pouches in the %strType% have been entered. <i>%strType% is one of 'Collection' or 'Delivery'</i> <i>%strCount% is the number of bar-codes scanned</i> <i>%strPouches% is the word 'Pouches'</i>	Manual Touch this button to enter the bar-code manually. Complete Touch this button to complete the %strType%.
--------	---	---

4.6.2 Single Bar-code Entry



The Single Bar-code Entry screen is displayed following the events shown below:

- ❑ After touching the Finish button (“Take” button) to complete the settlement of the EPOSS ROAD transaction (Rem-Out ADC)
- ❑ After touching the ‘Reverse Pouch’ button
- ❑ After touching the Pouch ‘Despatch’ button.

The screen waits for the input of a bar-code via the bar-code-scanning wand. Alternatively, the ‘Manual’ button can be touched that will lead to a screen that allows the bar-code to be manually typed (see section 4.6).

MSG558	Scan Bar-code	Manual
	Scan bar-code or use manual entry. Touch Cancel to cancel the scan.	Touch this button to enter the bar-code manually.
		Cancel Touch this button to cancel the scan.

The message presented during the Pouch Despatch function differs slightly since the bar-code being scanned is the ACC card rather than a pouch bar-code.

MSG933	Scan ACC Bar-code	Manual
	ACC bar-code entry. Scan bar-code or use manual entry. Touch Cancel to cancel the scan.	Touch this button to enter the bar-code manually.
		Cancel
		Touch this button to cancel the scan.

4.6.3 Enter Bar-code Screen

The Enter Bar-code Screen is used to manually enter a Pouch or ACC bar-code in the event of an unreadable bar-code or bar-code reader failure.



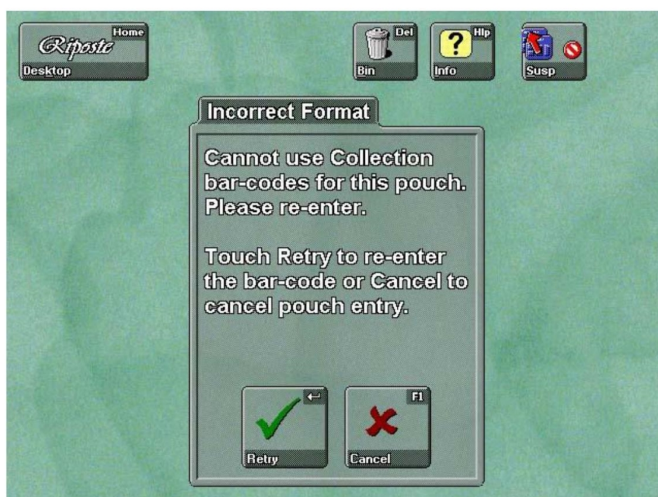
This screen allows manual entry of a LFS Bar-code. This is either a 12-digit Pouch bar-code or a 16 digit ACC bar-code on which validation will be performed to ensure correct format and check-digit.

The screen works in the same manner as other 'Calculator Entry' screens that exist throughout the system.

The headings will indicate when ACC bar-codes are being entered.

4.6.4 Invalid Bar-code Screen

This advises of an erroneously-entered bar-code. The format of the screen differs slightly depending on the nature of the bar-code error. On some occasions, a single 'OK' button is presented and on other occasions a 'Retry' and a 'Cancel' button are presented. The message descriptions below distinguish between the two types.



Relevant error messages are as follows:

Applicable to all Functions		
MSG56	<i>MSG56 originally reported an incorrect check-digit. This will now be replaced by MSG57</i>	
MSG57	Invalid Bar-code The bar-code entered is invalid for LFS. Touch OK to continue.	OK Touch this button to continue.
MSG561	Pouch Already Entered This pouch has already been entered. Touch OK to enter the next pouch.	OK Touch this button to continue.
MSG562	Incorrect Format Cannot use %strType% bar-codes for this pouch. Please re-enter. Touch Retry to re-enter the bar-code or Cancel to cancel pouch entry.	Retry Touch this button to return to the bar-code entry screen. Cancel Touch this button to cancel pouch entry.

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MSG562 has variable text denoted by %strType% within the description above. This text is dependent on which business function is being executed at the time the message is displayed:

Function	Value of %strType%	Description
Pouch Delivery	Collection	Since only Delivery pouch bar-codes are valid during this function, then this message displays if the clerk scans a Collection bar-code.
Rem-Out ADC	Delivery	Since only Collection pouch bar-codes are valid during this function, then this message displays if the clerk scans a Delivery bar-code.
Prep Collection	Delivery	Since only Collection pouch bar-codes are valid during this function, then this message displays if the clerk scans a Delivery bar-code.
Reverse Pouch	Delivery	Since only Collection pouch bar-codes are valid during this function, then this message displays if the clerk scans a Delivery bar-code.
	Stock	Stock Pouches may not be reversed using this function.

The following message is applicable to Rem-Out ADC only. It is displayed if the types of transaction in the remittance-out EPOSS stack do not match the type of Pouch into which the contents are being packed. There are three types of pouch; stock, notes and coin. The remittance transactions must match the pouch type.

Applicable to Rem-Out ADC

MSGxxx	Incorrect Pouch Type Incorrect pouch type for contents. Touch Retry to re-enter the bar-code or Cancel to cancel pouch entry.	Retry Touch this button to return to the bar-code entry screen.
		Cancel Touch this button to cancel pouch entry.

The following messages are applicable to Prep Collection only.

Applicable to Prep Collection

MSG930	Pouch Reversed This pouch has been reversed. Touch OK to enter the next pouch.	OK Touch this button to continue.
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The following messages are applicable to Prep Collection and Reverse Pouch.

Applicable to Prep Collection and Reverse Pouch

MSG931	Pouch Not Packed This pouch has not been packed. Touch OK to enter the next pouch.	OK Touch this button to continue.
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The following messages are applicable to Reverse Pouch.

Applicable to Reverse Pouch		
MSG930	Pouch Already Reversed This pouch has already been reversed. Touch OK to enter the next pouch.	OK Touch this button to continue.
MSGxxx	Pouch Despatched This pouch has been recorded as despatched. Contact the Network Business Support Centre. Touch OK to enter the next pouch.	OK Touch this button to continue.

The following messages are applicable to Multiple Bar-code Entry if no valid bar-codes have been entered/scanned before touching the 'Continue' button.

Applicable to Multiple Bar-code Entry		
MSG560	No Pouches No pouch bar-codes have been entered. Touch Retry to enter the next bar-code or Cancel to cancel.	Retry Touch this button to return to the bar-code entry screen. Cancel Touch this button to cancel the session.

The following message is applicable to Pouch Despatch if the ACC Card has expired

Applicable to Pouch Despatch		
MSG934	Expired-Invalid ACC Card The expiry date for this ACC Card has passed,ACC Card is invalid Do not give the pouches to the carrier. Touch OK to continue.	OK Touch this button to continue.

4.6.5 Incomplete Bar-code Screen

The incomplete bar-code screen is displayed only following manual entry of a bar-code when the number entered has fewer digits than the length of the bar-code number expected. Pouch bar-codes must be 12 digits and ACC bar-codes must be 16 digits long.

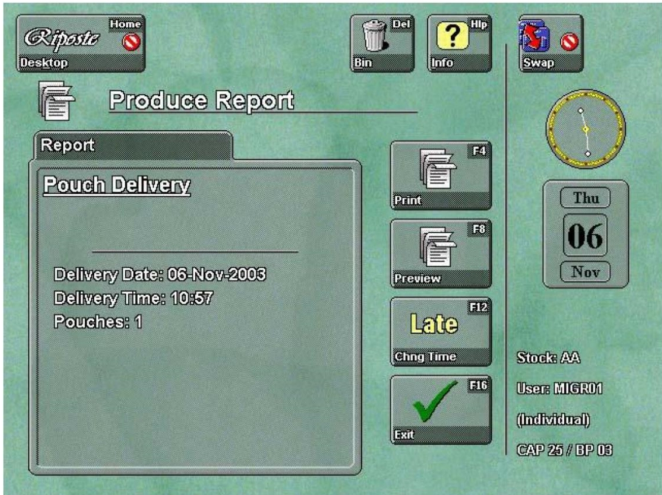


Retry will re-display the Bar-code entry Calculator panel whereas Cancel will return the user to Screen 1.

MSG555	Incomplete Bar-code Bar-code:%Barcode% Invalid LFS bar-code. Must be 12 digits. Touch Retry to re-enter the bar-code or Cancel to cancel pouch entry.	Retry Touch this button to re-enter the bar-code. Cancel Touch this button to cancel bar-code entry.
MSGxxx	Incomplete ACC Bar-code ACC Bar-code:%Barcode% Invalid ACC bar-code. Must be 16 digits. Touch Retry to re-enter the bar-code or Cancel to cancel pouch entry.	Retry Touch this button to re-enter the bar-code. Cancel Touch this button to cancel bar-code entry.

4.7 Print Collection or Delivery Receipt

4.7.1 Print Receipt



At this point, the clerk may Print or Preview the Collection/Delivery Advice Note.

The Date/Time of collection/delivery may also be changed to enable the system to cater for the scenario where the Pouch Receipt data are being entered retrospectively following system failure. This will only be available at the time that the Horizon system creates Pouch messages for transmission to SAP ADS. The 'Late' button will therefore not be available during the Reverse Cash Pouch or Prepare Collection function.

The system forces either a preview or print before the clerk is allowed to commit any transactions associated with the session. Exiting from this screen without print/preview will abandon the session without system updates.

The screen message differs depending on the context:

MSGxx1	During Pouch Delivery
MSGxx2	During Prepare Collection
MSGxx3	During Reverse Cash Pouch

MSGxx1	Pouch Delivery
MSGxx2	Pouch Prepared for Collection
MSGxx3	Re-Print Collection Receipt Dispose of original pouch collection receipt.

4.7.2 Change Date/Time



The clerk is allowed to modify the date/time of receipt of Pouches. The above screen is displayed following selection of the 'LATE' button on the Print Receipt screen.

This is an existing LFS Screen that performs all necessary date and time validation to ensure that the date and time are both recognisable and in the past.

Failure to enter a valid date or time results in of the following messages to be displayed.

MSG570	Date Error The date specified is invalid. Check that the date and time are not in the future. Touch OK to re-enter the date.	OK Touch this button to re-enter a valid date.
MSG571	Time Error The time specified is invalid. Check that the time is not in the future. Touch OK to re-enter the time.	OK Touch this button to re-enter a valid time.

4.7.3 Confirm Print Ok



Following successful print of the first Collection/Delivery Advice Note, the clerk may continue to print the second note or may return directly to the Print Receipt Screen by touching the 'Retry' button.

MSG55	Remove Receipt	Retry
	Remove the pouch receipt. Touch Continue for second pouch receipt or Retry to start printing again.	Touch this button to restart printing.
		Continue
		Touch this button to continue printing.

4.7.4 No Receipt



The above screen is displayed if the clerk attempts to exit the function without printing or previewing the Collection/Delivery Advice Note. Touching ‘OK’ will return to the Print Receipt Screen and touching ‘Cancel’ will abandon the current function without committing any transactions.

MSG556	No Receipt The pouch receipt has not yet been previewed or printed. Touch OK to return to the report screen or Cancel to cancel.	OK Touch this button to return to the report panel. Cancel Touch this button to cancel the session.
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5 Menu Layouts

The menu hierarchy will change such that the remit-out menu option will take the clerk to a new level of menu that restricts them to a choice of either Notes, Coins or Stock. This causes change to the existing remittance out menu.

The existing Remittances menu is modified to add a new menu item 'Prep Collect'n'.

The existing Remit-in ADC menu is modified to remove the Cash option.

Full details of the changes are described below.

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5.1 9.1 REMS L3/S3 Remittances



Remittances TOP_ETC 18

From: TRAN L2/S1 Transactions

Menu title: Remittances

Func Key and Caption Icon, Product/Nxt Level Help Text	Func Key and Caption Icon, Product/Nxt Level Help Text	Func Key and Caption Icon, Product/Nxt Level Help Text	Func Key and Caption Icon, Product/Nxt Level Help Text
F1 In ADC  InLFS REMS_ETC 25 REMS L4/S30 Touch this button to display the In Automated Distribution Centre menu.	F2 In Client  InClient REMS_ETC 19 REMS L4/S8 Touch this button to display the In Client menu.	F3	F4
F5 Out ADC  OutLFS REMS_ETC 29 REMS L4/S31 REMS L4/S34 (S60) Touch this button to display the Out Automated Distribution Centre menu.	F6 Out Client  OutClient REMS_ETC 23 REMS L4/S13 Touch this button to display the Out Client menu.	F7 Out Data Cntrl  OutDataCentral REMS_ETC 22 REMS L4/S12 Touch this button to display the Out Data Central menu.	F8
F9 Pouch Delivery  PouchDelivery REMS_ETC 26 Application Touch this button to record Pouch Delivery.	F10 Reverse Pouch  REMS_ETC 27 Application Touch this button to reverse remittance out of a cash pouch.	F11	F12
F13 Prep Collect'n  Application Touch this button to prepare for Pouch	F14 Pouch Despatch  PouchCollection REMS_ETC 30 Application Touch this button to	F15 Reverse Pouch  REMS_ETC 27 Application Touch this button to reverse remittance out of a	F16

Despatch.	record Pouch Despatch.	cash pouch.	
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5.1.1 Change

Change	Change Reason	Date and Time
New menu for Out ADC at S60.	CP3585/CT0124	S60S60
New menu item F40-F15 (Reverse Pouch).	CP3585/CT0124	S60
Change description for F13 to ‘Prep Collect’n’	CP3585/CT0124	S60
New menu item F14 (Pouch Despatch).	CP3585/CT0124	S60

5.1.2 Soft Launch

Soft Launch Button	Description
F5 Out ADC	This is a new button that will be made visible when soft-launched. It will replace the existing button of the same name and lead to a different sub-menu
F15 Reverse Pouch	This is a new button that will be made visible when soft-launched
F13 Prep Collection	This is a new button that will be made visible when soft-launched. It will replace the existing ‘Pouch Collect’n’ button
F14 Pouch Despatch	This is a new button that will be made visible when soft-launched

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5.2 9.7 TXFR/REMS L4/S34 Rem Out: ADC



(REMS_ETC 41)

From: REMS L3/S3 Remittances

Menu title: Out ADC

Func Key and Caption Icon, Product/Nxt Level Help Text	Func Key and Caption Icon, Product/Nxt Level Help Text	Func Key and Caption Icon, Product/Nxt Level Help Text	Func Key and Caption Icon, Product/Nxt Level Help Text
F1 Notes  REMS_ETC 64 Pick List 3279 Touch this button to display the Notes pick list.	F2 Coins  Cash SCUS1 82 L5/S20 Touch this button to display the Coins menu.	F3 Stock  StockOnHand REPORTS 59 L5/S21 Touch this button to display the Stock menu.	F4
F5	F6	F7	F8
F9	F10	F11	F12
F13	F14	F15	F16

5.2.1 Change

Change	Change Reason	Date and Time
New intermediate menu for Rem Out ADC to separate notes and coins from stock.	CP3585/CT0124	S5060

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5.3 ~~9.12~~ — TXFR/REMS L5/S20 Coins



Cash SCUS1 82

From: TXFR/REMS L4/S34 Remittance Out: Automated Distribution Centre (S60)

Menu title: Coins

<i>Func Key and Caption Icon, Product/Nxt Level Help Text</i>	<i>Func Key and Caption Icon, Product/Nxt Level Help Text</i>	<i>Func Key and Caption Icon, Product/Nxt Level Help Text</i>	<i>Func Key and Caption Icon, Product/Nxt Level Help Text</i>
F1 Coin full bag  REMS_ETC 65 Pick List 3451 Touch this button to display the Coin bags (full) pick list.	F2 Coin part bag  REMS_ETC 69 Pick List 3450 Touch this button to display the Coin bags (partial) pick list.	F3 Unusable Coin  REMS_ETC 73 3321 The full name of this product is "Unusable Coin".	F4
F5	F6	F7	F8
F9	F10	F11	F12
F13	F14	F15	F16

5.3.1 Change

Change	Change Reason	Date and Time
New Coins submenu for Rem Out ADC.	CP3585/CT0124	S60 S60

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











5.4 9.13 — REMS L5/S21 Stock



(REMS_ETC 41)

From: TXFR/REMS L4/S34 Remittance Out: Automated Distribution Centre (S60)

Menu title: Stock

Func Key and Caption Icon, Product/Nxt Level Help Text	Func Key and Caption Icon, Product/Nxt Level Help Text	Func Key and Caption Icon, Product/Nxt Level Help Text	Func Key and Caption Icon, Product/Nxt Level Help Text
F1	 Cheque SCUS1 83 2 The full name of this product is "Cheque".	 OtherMoP REMS_ETC 43 Pick List 3539 Touch this button to display the Other MoP pick list.	 SavingsStamps SCUS1 68 REMS L5/S16 Touch this button to display the Saving Stamps menu.
 PostalOrders SCUS1 78 REMS L5/S17 Touch this button to display the Postal Orders menu.	 Leisure SCUS1 69 REMS L5/S18 Touch this button to display the Leisure menu.	 TravelChqSale SCUS2 49 Pick List 5126 Touch this button to display the Travellers' Cheques (unsold) pick list.	 PostageStmp SCUS1 2 Pick List 21 Touch this button to display the Postage Stamps pick list.
 SpecialStamps SCUS1 245 REMS L5/S23 Touch this button to display the Special Stamps menu.	 MailProducts SCUS1 73 REMS L5/S24 Touch this button to display the Mail Products menu.	 2ndClassStmp SCUS1 1 2867 The full name of this product is "Second Class Stamp".	 1stClassStmp SCUS1 0 19 The full name of this product is "First Class Stamp".
 POTelecoms SCUS2 16 REMS L5/S22 Touch this button to display the Post Office Telecom Services menu.	 Game SCUS1 285 REMS L5/S25 Touch this button to display the Game Licences menu.	 OtherValueStk REMS_ETC 40 REMS L5/S26 Touch this button to display the Other Value Stock menu.	 NonValueStk REMS_ETC 41 REMS L5/S31 Touch this button to display the Non Value Stock menu.

Commented [PM1]: PinICL 51735 08/2000

F7 is not displayed if the outlet has received none of the Bureau-enabling products (5107, 5108, 5109).

5.4.1 Change

Change	Change Reason	Date and Time
New Stock submenu for Rem Out ADC (unchanged except for F1).	CP3585/CT0124	S60S60

5.4.2 Soft Launch

Soft Launch Button	Description
F1 Cash	This button is removed via softlaunch

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5.5 ~~17.25.1~~—TXFR/REMS L4/S34 Rem Out: ADC (S60)

5.5.1 17.25.1 F1: 3279 Notes

Pick list type: Multi-selection pick list presented in sequence specified above with each selection being entered by value. Each value must be a multiple of price.

Core/Non-Core: Core products.

Name displayed: Long name.

Sequence:

<i>Product Number</i>	<i>Long Name</i>
356	£100 Banknote
655	£50 Banknote
656	£20 Banknote
657	£10 Banknote
658	£5 Banknote
659	£1 Banknote
3322	Unusable Note £100
3323	Unusable Note £50
3324	Unusable Note £20
3325	Unusable Note £10
3326	Unusable Note £5
3327	Unusable Note £1

5.6 ~~17.29~~ — TXFR/REMS L5/S20 Coins (\$60)

5.6.1 17.29.1 F1: 3451 Coin Full Bags

Pick list type: Single-selection pick list presented in sequence specified above. Selection of pick list item will place directly on stack at fixed value.

Core/Non-Core: Core products.

Name displayed: Long name.

Sequence:

<i>Product Number</i>	<i>Long Name</i>
3328	£2 Coin-Full(Brown)
3329	£1 Coin-Full(Red)
3330	50p Coin-Full(Yellow)
3331	20p Coin-Full(Green)
3332	10p Coin-Full(Grey)
3333	5p Coin-Full(Pink)
3334	2p Coin-Full(Blue)
3335	1p Coin-Full(Orange)

5.6.2 17.29.2 F2: 3450 Coin Partial Bags

Pick list type: Multi-selection pick list. Each selection entered by value. Value must be a multiple of price.

Core/Non-Core: Core products.

Name displayed: Long name.

Sequence:

<i>Product Number</i>	<i>Long Name</i>
3336	£2 Partial Coin Bag
3337	£1 Partial Coin Bag
3338	50p Partial Coin Bag
3339	20p Partial Coin Bag
3340	10p Partial Coin Bag
3341	5p Partial Coin Bag
3342	2p Partial Coin Bag
3343	1p Partial Coin Bag

Fujitsu Services	E2E Release 1 – LFS Counter Dialogue Delta	Ref:	LF/IFS/001
	Activity & Screen Flows	Version:	<u>0.11.0</u>
	COMMERCIAL IN-CONFIDENCE	Date:	<u>26-Nov-5-Jan-034</u>

Fujitsu Services

E2E Release 1 – LFS Counter Dialogue Delta

Ref: LF/IFS/001

Activity & Screen Flows

Version: 0.11.0

COMMERCIAL IN-CONFIDENCE

Date: 26-Nov-5-Jan-034

5.7 REMS L4/S30 Remittance In: Automated Distribution Centre



(REMS_ETC 25)

From: REMS L3/S3 Remittances

Func Key and Caption Icon, Product/Nxt Level Help Text	Func Key and Caption Icon, Product/Nxt Level Help Text	Func Key and Caption Icon, Product/Nxt Level Help Text	Func Key and Caption Icon, Product/Nxt Level Help Text
	F2 Cheque Cheque SCUS1 83 2 The full name of this product is "Cheque".	F3 Other MoP OtherMoP REMS_ETC 42 Pick List 2556 Touch this button to display the Other MoP pick list.	F4 Saving Stamps SavingsStamps SCUS1 68 REMS L5/S16 Touch this button to display the Saving Stamps menu.
F5 Postal Orders PostalOrders SCUS1 78 REMS L5/S17 Touch this button to display the Postal Orders menu.	F6 Leisure Leisure SCUS1 69 REMS L5/S18 Touch this button to display the Leisure menu.	F7 Travel Cheques SellTC SCUS2 52 Pick List 5126 Touch this button to display the Travellers' Cheques pick list.	F8 Postage Stamps PostageStmp SCUS1 2 Pick List 21 Touch this button to display the Postage Stamps pick list.
F9 Special Stamps SpecialStamps SCUS1 245 REMS L5/S23 Touch this button to display the Special Stamps menu.	F10 Mail Products MailProducts SCUS1 73 REMS L5/S24 Touch this button to display the Mail Products menu.	F11 2nd class stmp 2ndClassStmp SCUS1 1 2867 The full name of this product is "Second Class Stamp".	F12 1st class stmp 1stClassStmp SCUS1 0 19 The full name of this product is "First Class Stamp".
F13 PO Telecoms POTelecoms SCUS2 16 REMS L5/S22 Touch this button to display the PO Telecom Services menu.	F14 Game Licences Game SCUS1 285 REMS L5/S25 Touch this button to display the Game Licences menu.	F15 Other Value Stk OtherValueStk REMS_ETC 40 REMS L5/S26 Touch this button to display the Other Value Stock menu.	F16

 Commented [12]: Page: 100
 CP1475 (SD/SPE/022 V1.0)

F7 is not displayed if the outlet has received none of the Bureau-enabling products (5107, 5108, 5109).

5.7.1 Change

Change	Change Reason	Date and Time
Remove the Cash button (F1)	CP3585/CT0124	S60

5.7.2 Soft Launch

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Soft Launch Button	Description
F1 Cash	This button is removed by the soft-launch function.