CA View® Reports for DHS Business Users

Using CA View to Access / Print Reports

Scope

This procedure is normally performed by business users needing to access production reports on the mainframe in CA View.

CA View is the replacement for ASG-ViewDirect/Mobius® software. Production reports will be immediately archived to CA View after they are produced.

Guidelines

This procedure is normally performed by users needing to access production reports on the mainframe using CA View. It is assumed that the user has access to the mainframe through CICS and to CA View.

NOTE: Use F1 (Help) key can be used to access Help within any screen.

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CA View Procedures

CA View is software that runs on the mainframe to gather, store, and print reports. Production reports are immediately archived to CA View after they are produced. This software replaces RD2 (ASG-ViewDirect/Mobius®). Outputs are not compatible with DocumentDirect (for Windows®), it is replaced by CA Output Mgmt. Web Viewer.

Sign on the Mainframe

1. Click your desktop icon to bring up the mainframe access screen (below).
2. Enter **G** to select production DHS GCICS and press Enter.

```
08:43:38 03/02/17   <OREGON DEPT OF HUMAN SERVICES>    Terminal HTCPWMDQ
 IP ADDRESS ::FFFF:10.1.6.54
 HOSTNAME
   Access to this system is restricted to authorized users only.


 KEYWORD  APPLICATION          KEYWORD  APPLICATION
 G     - DHS GCICS          A    - DHS TSO
 T     - DHS TEST CICS          -
 R     - DAS ROSCOE             -
 O     - DAS TSO           K    - DAS CICS
 W     - DHS TRAINING      M    - DHS MCICS
 X     - DAS SFMSAGCY      Q    - DOT ORNETACC
 Y     - DAS SFMSTEST      D    - DAS SFMSTRN
 Select ==> G


 This system contains U.S. Government and State of Oregon information.
Unauthorized access, use, or modification of this system or of data contained
herein may constitute a violation of ORS 164.377, Title 18 of U.S. Code 2511,
or other applicable state or federal law. Violations may be subject to
penalties, fines or imprisonment. By logging into the system you acknowledge
that you are authorized by the State of Oregon to access the system and the
information contained within and consent to monitoring of your use of the
system. The State of Oregon may conduct monitoring activities without notice.
```

3. Enter **CESN** to sign on to GCICS and press Enter.

```
CESN       WELCOME TO GCICS  09:10:25 07/31/2017
           YOUR TERMINAL IS W56V


 IMPORTANT: DHS Password Policy states that the passwords will expire every 60 days.
 Passwords must be 8 characters, alphanumeric, and not a dictionary word.


 Remote Oregon Access users must create a password that starts with a letter first and not a
 number.


 For assistance contact your Sub-Administrator or the DHS Service desk.


 The system may contain Government information, that is restricted to authorized
 users ONLY. Unauthorized access, use, misuse, or modification of this computer
 system or of the data contained herein or in transit to/from this system
 constitutes a violation of Title 18, United States codes, section 1030, and may
 subject the individual to Criminal and Civil penalties pursuant to Title 26,
 United States Code, Sections 7213, 7213A (the Taxpayer Browsing Protection Act)
 and 7431. This system and equipment are subject to monitoring to ensure proper
 performance of applicable security features or procedures. Such monitoring may

 result in the acquisition, recording and analysis of data being communicated,
 transmitted, processed or stored in the system by a user. If monitoring reveals
 possible evidence of criminal activity, such evidence may be provided to Law
 Enforcement Personnel.

      ANYONE USING THIS SYSTEM EXPRESSLY CONSENTS TO SUCH MONITORING
```

4. At the CICS SIGN-ON page, enter your **RACF ID** and **password**, and press Enter.

```
            CICS SIGN-ON

 TYPE YOUR USERID AND PASSWORD:

    USERID   ==> HXXXXXX
    PASSWORD ==> xxxxxxx
    LANGUAGE ==>

  NEW PASSWORD ==>

 CLEAR=END
```

5. The SIGNON IS COMPLETE screen appears.

```
CRTKSNP : SIGNON IS COMPLETE
CRTKSNP : THIS ACCESS DATE AND TIME IS 17061/08:53:15
```

Start CA View

1. Clear the screen (press Pause/Break)

2. Enter VWHR (add a space if you did not clear the screen.

```
vwhr SNP : SIGNON IS COMPLETE
CRTKSNP : THIS ACCESS DATE AND TIME IS 17207/08:28:06
```

CA View opens and displays the Distribution ID (Dist ID) associated with your RACF ID. This Dist ID controls the reports you can access. Security changes mean that you might not have access to reports that you once accessed through a group login. If you do not see or cannot access reports that you once used, check with your manager.

Primary Selection Screen

The Primary Selection screen allows you to set the initial search parameters to find reports. You can search by Report ID (partial or entire name), by Copy (generation), and by date.
- Enter a report name or ***** for all reports and select from **R (Report)** (recommended option)
- Search by **I (Index), IL (Index List)**, or **IR (Index Report)**
- Select by copy (generation - dates on a report) or specific dates
- Locate the most recent copy of each report by leaving the **Previous Copy No.** field blank. Pressing F4 always brings you back to this screen.
- **ALL** in the **Previous Copy No.** to view historical versions of the report
- ALL in the Previous Copy No. field also allows you to view a date range of reports
- Switch to another Distribution ID by entering *MODE DIST ID* in the Command Line as shown in the screen below.

```
CA View EXP -- Primary Selection for SYSZN.CVDG.OEDR --------------------------
 Command ===> MODE HXXXXX

 Distribution ID ---> HXXXXX

 Report ID    ===> *
 Select By    ===> R          (R, I, IL, or IR)
 Index Name   ===>       Value ===>
        ===>          ===>
        ===>          ===>
        ===>          ===>

 Selection By Copy:
  Previous Copy No. ===> ALL       (Enter 0 or blank for
                       most recent copy, 1 for next
                       most recent copy, etc., or
                       ALL for all copies.)

 Selection By Date:
  From        ===>          ( mm/dd/yyyy )
  To / No. of Days ===>         ( mm/dd/yyyy or nnn )

      Enter END command to terminate this CA View session.
```

Once you have made your selections press **Enter** to go to the Report Selection List. Asterisks appear as fields where you can enter additional search criteria. There are additional columns that appear off to the right side of the screen, press F11 to scroll right and F10 to scroll left. You can read more about [Descriptions of columns](#) as well as the [Selection List Commands](#) at the end of this document.

```
CA View EXPO -------------- Report Selection List ----------------------------
 Command ===>                           Scroll ===> PAGE

 Sel Report ID  Description      Arch Date Time Loc  Lines Pages
 ==> *        *             *     *    *    *    *
   WCM0086R-B  CMS CHECK REGISTER BY CH 05/19/2017 22:40 PTAP   19    1
   WCM0125R-A  DHR EB DAILY CHECK REGIS 05/19/2017 22:40 PTAP   73    5
   WCM0125R-B  CMS DAILY CHECK REGISTER 05/19/2017 22:40 PTAP   862   56
   WCM0125R-C  CMS MONTHLY CHECK REGIST 04/25/2017 22:38 PTAP 788962 13593
```

Report Selection List

You can browse a report by entering an **S** in the **SEL Column**. The screen below has some of the fields highlighted where you can enter search criteria. Below is a list of other options for locating reports in this screen.

```
CA View EXPO -------------- Report Selection List ----------------------------
 Command ===>                           Scroll ===> PAGE

 Sel Report ID  Description      Arch Date Time Loc  Lines Pages
 ==> WCM*     DHR*          05/19/2017
 s  WCM0086R-B  CMS CHECK REGISTER BY CH 05/19/2017 22:40 PTAP   19    1
   WCM0125R-A  DHR EB DAILY CHECK REGIS 05/19/2017 22:40 PTAP   73    5
   WCM0125R-B  CMS DAILY CHECK REGISTER 05/19/2017 22:40 PTAP   862   56
   WCM0125R-C  CMS MONTHLY CHECK REGIST 04/25/2017 22:38 PTAP 788962 13593
```

- **Navigation**
  - You can use F7 (Scroll Up) and F8 (Scroll Down) keys and F10 (Scroll Right) and F11 (Scroll Left) to view additional columns
- **In the Selection Column**
  - Enter an **S** next to a report and press enter to [browse a report](#)
  - If you select a report that you do not have access to, a message stating *Authorization Failed* appears in the upper right corner. Check with your manager to verify your access if you have a business need.
- **Report ID Column**
  - **You can Locate a specific Report ID**
    - Enter an L with the *reportid* in the Command Line. The selected report now displays first and all other reports below it.
  - **You can Search with a partial Report ID using the first 3 letters**
    - Tab to the Report ID field and
    - Enter the first three (3) letters followed an asterisk *. A list of all reports that start with those 3 letters will appear.

- o **If you do not know the Report ID, you can do a search under the Description column**
  - Tab to the Description column and
  - Enter the first word of the report name followed by an asterisk and press enter. A list of reports that begin with that word will appear.
- **ARCH Date column**
  - o Search by date (If you do not know the Report ID or the Report Description)
    - Tab to the ARCH Date column (archival date, that is the production date)
    - Enter the desired date, a list of all reports for the date selected appears. The format is MM/DD/YYYY.
- **Lines**
  - o Lists the number of lines in the report (lines are equal to records)
- **Pages**
  - o List the number of pages in the report. Be sure to check this field before printing as some reports are very large.
- **Filter reports**
  - o Enter search criteria in each column.
    - For example, entering WCM* selects only WCM*. If you want to select a specific report, you can add criteria such as Report ID, Description, and Arch Date to limit the number of reports to display.
  - o You can also begin to print a report by entering a P that displays the CA Deliver Reprint Attributes screen

You can read more about Descriptions of columns as well as the Selection List Commands at the end of this document.

```
. . . . . . . . . . . . . . . . . . . . . . . . . . . .
 CA View EXPO -------------- Report Selection List ----------------------------
Command ===>                        Scroll ===> PAGE

Sel Report ID  Description      Arch Date Time Loc  Lines Pages
==> *       *              *     *   *  *     *
  WCM0086R-B  CMS CHECK REGISTER BY CH 05/19/2017 22:40 PTAP   19   1
  WCM0125R-A  DHR EB DAILY CHECK REGIS 05/19/2017 22:40 PTAP   73   5
  WCM0125R-B  CMS DAILY CHECK REGISTER 05/19/2017 22:40 PTAP   862   56
```

Browsing Reports

You can browse a selected report by entering an **S** in the **SEL Column**; you then select a branch (if needed) and the report contents then displays on your screen.

If the branch you are in is not listed, it means that there is no any data for your branch in the requested report. Below is a sample view of a report.

```
 . . . . . . . . . . . . . . . . . . . . . . . . . . . .
  CA View Browse - TESTRPT------------- Rec 000000000007 PG 00000001. 008. Lock 00 Col 001 080

 Command ===>                          Test Report
06/20/17
REPORTID: TESTRPT
    SESSION        SESSION
   OPENED    TIME   CLOSED    TIME   REPORT ID  RECIPIENT

**************************************Top of Data*********************************************
   1917/05/31  12:21:51  1917/05/31 12:23:20 TESTRPT    TESTUSER
   1917/05/31  14:50:35  1917/05/31 14:55:10 TESTRPT    TESTUSER
   1917/05/31  14:55:48  1917/05/31 14:58:54 TESTRPT    TESTUSER
   1917/05/31  15:14:06  1917/05/31 15:14:14 TESTRPT    TESTUSER
   1917/05/31  16:07:38  1917/05/31 16:07:57 TESTRPT    TESTUSER
```

You can use F7 (Scroll Up) and F8 (Scroll Down) keys and F10 (Scroll Right) and F11 (Scroll Left) to navigate the report. You can view additional Browse Commands and Column Commands at the end of this document. Press F3 (End/Cancel) key to exit the report. While browsing, you can enter PRT in the Command Line to print the entire report (taking you to the CA Deliver Reprint Attributes screen). Some reports are very large so know how long the report is prior to printing it. The number of pages appears on the Report Selection List screen.

Indexed Reports (Only Available to Authorized Users)

Some of the reports are indexed. The Page Index Selection List screen is shown below.

NOTE: This functionality is only available to certain users. The example below is separated into field offices.

- **Enter** an **S** next to the Branch/Section you want to view or enter an S next to *** ALL PAGES *** to view the entire report.
- If the branch you are in is not listed, it means that there is no any data for your branch in the requested report. If the index search criterion does not match any data in the requested report, a warning message of *No indexes found* appears in the top right hand column.

```
 CA View EXPO ------------ Page Index Selection List --------------------------
  Command ===>                        Scroll ===> PAGE

   ID   ---> ODC006R

 Sel OFFICE
   *** ALL PAGES ***
  S 040
   200
  ***************************** Bottom of Data ******************************
```

Printing Reports

You can print reports while browsing them or you can print them from the Report List Selection screen. Both options take you to the CA Deliver Reprint Attributes screen where you must configure output options. You can program your F2 (Blank) key to be a PRT command. You must be using CA View when you program this key.

- While Browsing a report
  - To print the entire report, you can enter **PRT** in the Command Line, displaying the CA Deliver Reprint Attributes
  - Some reports are very large so know how long the report is prior to printing it. The number of pages appears on the Report Selection List screen.

```
. . . . . . . . . . . . . . . . . . . . . . . . . . . .
 CA View Browse - WCM00000-Z -- Rec 000000006 Pg 0000001.007 Lock 00 Col 001 080
 Command ===> PRT                      Scroll ===> PAGE
REPORT NO: WCM00000-Z        C L I E N T M A I N T E N A N C E S Y S T E
SEQUENCE: CHECK NUMBER             CMS CHECK REGISTER BY CHECK NUMBER
                         FOR 05/22/17
CHECK    BRANCH PR  CASE   CHECK    CHECK
NUMBER   NUMBER CD NUMBER  AMOUNT   DATE     NAME OF PAYEE
******************************* Top of Data *********************************

*******1 ****   4 **0000    9.22 05/20/17 USER, FIRST       63
*******2 ****   4 **0000   22.00 05/20/17 USER, SECOND       76
```

- From the Report Selection List screen

  - Locate a report from the list on the Report Selection List screen and enter a **P** in the **Sel** column to print it (example below)
  - Some reports are very large so know how long the report is prior to printing it. The number of pages appears on the Report Selection List screen.

```
. . . . . . . . . . . . . . . . . . . . . . . . . . . .
 CA View EXPO -------------- Report Selection List ----------------------------
 Command ===>                      Scroll ===> PAGE

 Sel Report ID  Description      Arch Date Time Loc  Lines Pages
 ==> WCM*     *           *     *   *   *    *
 p  WCM0086R-B  CMS CHECK REGISTER BY CH 05/19/2017 22:40 PTAP   19   1
    WCM0125R-A  DHR EB DAILY CHECK REGIS 05/19/2017 22:40 PTAP   73   5
    WCM0125R-B  CMS DAILY CHECK REGISTER 05/19/2017 22:40 PTAP   862   56
    WCM0125R-C  CMS MONTHLY CHECK REGIST 04/25/2017 22:38 PTAP 788962 13593
```

Configuring CA Deliver Reprint Attributes

The CA Reprint Attribute screen must be configured for your printer setup and report output.

1. Enter an ***** in the Banner field (suppresses printing a Banner page).
2. Class defaults to **P**.
3. Set DEST to your mainframe printer ID **HXXX** (if you do not know this ID, check with your sub-administrator.
4. Leave the Writer field blank.
5. Optional steps:
    a. Specify certain pages to be printed instead of the complete report by separating each page or range of pages in the list:
        i. Specify a range as two numbers separated by a colon. For example, 1:15 will print the first 15 pages of your report.
        ii. Specify certain pages by separating them with spaces. For example, 1 5 specifies page 1 and page 5 and 2 9 33 for pages 2, 9 and 33.
    b. If you only need a partial page, you can specify the number of records you need to print:
        i. Specify a range of records as two numbers separated by a colon. For example, 1:20 in the record field will print lines 1 to 20 of the report.

Press F3 (End/Cancel) key to cancel if you do not want to print. You can also mark pages to print as described in the next section Printing Sections of report.

```
CA View EXPO -------------- CA Deliver Reprint Attributes----------------------
 Command ===>

  ID   ---> WCM00000-Z
  Job  ---> WCM0001    Jobid ---> JOB00000


  *----------Primary-----------*
  |             |
  | BANNER ===> *         |  BANNER ===>
  | CLASS ===> P          |  CLASS ===>
  | DEST  ===> HXXX       |  DEST  ===>
  | WRITER ===>           |  WRITER ===>
  *--------------------------*



 Enter optional page/record range (s):
   PAGE  ===> 1:15 for page range example or
   RECORD ===> 1:20 for record range example

       Press ENTER to confirm or enter END command to cancel

```

Printing Sections of Report

You can select pages or parts of reports to print using the MARK command. You can also program your F6 (Blank) key to be a MARK command. You must be using CA View when you program keys.

1. Enter **MARK** in the Command Line, the status/warning text in the upper right corner updates to *Line mark set*.
2. Move cursor to the first line in the report that you want to print, press Enter. The status/warning text in the upper right corner updates to indicate the location you marked in the report.
3. Move your cursor back to the Command Line, and enter **MARK**, **do not press Enter**.
4. Move your cursor to the last line you want to print, **do not press Enter**.
5. Move your cursor back to the Command Line and press Enter, the status/warning text in the upper right corner updates to *Line mark completed*.
6. Move your cursor back to the Command Line and enter **PRT**, press **Enter**.

NOTE: Once you MARK sections of a report, you cannot clear them. You must exit the report, select it, open it again, and then create a new MARK.

```
CA View Browse - WCM00000-Z -- Rec 000000006 Pg 0000001.007 Lock 00 Col 001 080
 Command ===> MARK                        Scroll ===> PAGE
REPORT NO: WCM00000-Z         C L I E N T M A I N T E N A N C E S Y S T E
SEQUENCE: CHECK NUMBER             CMS CHECK REGISTER BY CHECK NUMBER
                        FOR 05/22/17
CHECK    BRANCH PR  CASE  CHECK    CHECK
NUMBER   NUMBER CD NUMBER  AMOUNT    DATE      NAME OF PAYEE
****************************** Top of Data ********************************

*******1 ****    4 **0000    9.22 05/20/17 USER, FIRST      63
*******2 ****    4 **0000   22.00 05/20/17 USER, SECOND      76
*******3 ****    4 **0000   22.00 05/20/17 USER, THIRD       34
```

7. The [CA Deliver Reprint Attributes](#) screen appears (below).
    a. Enter an * in the Banner field to suppress the banner page
    b. Class is always P
    c. Set DEST to your mainframe printer ID HXXX
    d. Writer field - leave blank
    e. You cannot Enter optional page/record ranges since you are using the MARK to print a specific section
    f. Press Enter to print
    g. After the section prints, your screen returns to the report view you requested to be printed. *Sysout printed* appears in the upper right hand corner of the display.

```
CA View EXPO -------------- CA Deliver Reprint Attributes --------------------
 Command ===>

  ID    ---> WCM00000-Z
  Job   ---> WCM0000   Jobid ---> JOB00000

  *----------Primary-----------*
  |              |
  | BANNER ===> *         |   BANNER ===>
  | CLASS ===> P          |   CLASS ===>
  | DEST   ===> HXXX      |   DEST  ===>
  | WRITER ===>           |   WRITER ===>
  *---------------------------*


Enter optional page/record range (s):
  PAGE   ===>
  RECORD ===>

       Press ENTER to confirm or enter END command to cancel
```

Using Programmed Function Keys to Print Sections of a Report

You can also program your F6 (Blank) key to be a MARK command and your F2 (SPLIT) key to be a PRT command. You must be using CA View when you program this key. Jump to the program function keys procedure to set this up.

1. Move cursor to the first line in the report that you want to print, **press F6** (MARK).The status/warning text in the upper right corner updates to *Line mark set*.
2. Move your cursor to the last line you want to print, **press F6** (MARK). The status/warning text in the upper right corner updates to *Line mark completed*.
3. **Press F2** (PRT) to print. The CA Deliver Reprint Attributes screen appears. If you have previously configured printing options, you can press Enter to continue printing.

NOTE: Once you MARK sections of a report, you cannot clear them. You must exit the report, select it, open it again, and then create a new MARK.

Switching Dist IDs

If you have access to more than one Distribution ID, you can switch to another by entering *MODE (Dist ID name)*, such as HWB0000 in the command line. The Dist ID updates to show the ID you are accessing.

```
CA View EXP -- Primary Selection for SYSZN.CVDG.OEDR --------------------------
 Command ===> MODE HWB0000

 Distribution ID ---> HWB1234


```

```
CA View EXP -- Primary Selection for SYSZN.CVDG.OEDR --------------------------
 Command ===>

 Distribution ID ---> HWB0000


```

Logging out of CA View

To return to the main screen press F4 (Primary Search Screen) or press F3 (End\Cancel) key until you see "EBCXMM03 Connected program ended normally".
You can either
- Enter the screen name for another task and continue working.
- Enter "OFF" and to return you to the login page for CICS.

Programming Function Keys

You can program functions keys to perform certain tasks in CA View but you must program them while you are using CA View.

1. Enter **KEYS** on the Command Line, and press Enter. The current list of function keys and their assigned commands appears. (Optional) Press Enter to view F13 – F24 if you have a keyboard with 24 function keys.
2. Move your cursor to the function key that you want reprogram.
3. Enter the name of the new command over the old command. Such as replacing SPLIT with **PRT**, press Enter and then F3 to exit. The new value is saved and remains active until the value is changed again.

Description of columns

Sel	Selection - enter "S" to select a report (see more descriptions below)
Distribution ID	Name of the User group where the desired report is located
Description	Description of the report
Report ID	Name of the report
Dest	Name of the mainframe printer that you are assigned to
Class	Always a "P"
Arch Date	Archive date
Time	Time
Loc	Location of the report
Lines	Number of Records in the report
Pages	Number of pages in the report

Selection Codes and Descriptions

Selection codes are entered under the **Sel** column on the far left side of the CA View Report Selection screen.

S	Select output for browsing using the default logical view
P	Print using the Print Attribute panel.
V	First displays the View Selection panel, then displays output for browsing

Selection List Commands

CA View provides a set of Selection List commands that operate in CA View Selection Lists:

REDISP (Redisplay)	Refreshes the screen-display of the Sysout or Report Selection List if you enter **REDISP ON** in the Command Line of a selection list; press Enter to invoke this function.
SORT	Sorts the selections list (SORT field1 field2) See Description of Columns for field names.
KEYS	Enter the KEYS command at the Command Line to display and optionally update with other commands (for example, the retrieve command can be entered)

Printer commands

PRIM   Enter PRIM at the Print Attribute Panel to show the smaller primary printer box with Banner, Class, Dest, and Writer only.

ALT   Enter ALT at the Print Attribute Panel to show the smaller alternate printer box with Banner, Class, Dest, and Writer only.

Main Function Keys

F1   Help
F2   Split (You can reprogram for PRT command)
F3   End/cancel – Back up/exit one screen
F4   Return to primary search screen
F5   Repeats a Find command (relocate or look again, must have a previous find command)
F6   Blank (You can program for MARK command)
F7   Scroll up (Page up/backward)
F8   Scroll down (Page down/forward)
F9   SWAP b is an invalid function in CA View
F10   Scroll Right (Page Left)
F11   Scroll Left (Page Right)
F12   Cursor - returns the cursor to the Command Line

NOTE: The function key assignments do not appear on the screen. You can only view them entering **KEYS** on the Command Line while in CA View.

Browse Commands

COLUMNS (COL)   Displays column numbers with a rule across the screen

FIND (F)   Finds and displays a character string. You limit find to columns, examples:

- Command ===> **find target-string 1 20**
  (May not be available to all users)
- Command ===> **find option prev suffix 20 40**
  (May not be available to all users)
- Optional parameters: **ALL, FIRST, LAST, NEXT, PREV, X, XALL**
  (XALL to display only found items)
- You can control the kind of string to be matched by entering one of the following optional parameters: **CHARS, PREFIX, SUFFIX, WORD**

LOCATE   Scrolls directly to a specific record/page, absolute or relative number Command**: LOC xxx PAGE**

MARK   Marks records/pages for printing

NEXT   Skips to the beginning of the next data set in the SYSOUT Group while browsing the entire SYSOUT Group.

PREV   Skips to the beginning of the previous data set in the SYSOUT Group while browsing the entire SYSOUT Group.

Column Commands

Use the COLUMNS command to display a column line on the first line of the scrollable SYSOUT data area. This command can be abbreviated as COLS or COL.

Examples
This command turns the columns line display on:
Command ===> **COLS**

This command turns the columns line display off:
Command ===> **COLS OFF**
The columns line remains at the top of the data display and is useful in identifying the columns to be used with the FIND command.

Document Version

Indicate the major revisions of the document. Add rows as necessary.

Version	Status	Author	Reason for Version	Date
1.0		CA / Doni Howe	Initial Draft	5/25/2017
1.1		Doni Howe	Editing found errors	6/1/2017
1.2		Derek McDonald	Updated CICS tran to DHS name	6/6/2017
1.3		Adam O'Brien and Marci Lail	Edited errors, updated information from user POV.	7/25/17-8/10/17
1.4		Sharron Fox	Edited text and formatting	8/15/17
1.5		Sharron Fox Marcel Tchong	Updated items with questions/answers, edited text for formatting, and updated procedures.	8/22/17
2.0		Sharron Fox	Updated items from developing training deck, and final edits.	10/2/2107