AGO451
AG-UPDATE

FUNCTION OF ONLINE PROGRAM:

This program is used to update data in the Rural Investment file. This data is used to generate the Rural Investment Appraisals.

FIELD	LENGTH	DECIMAL POSITIONS	ALPHA (A) NUMERIC (N)
Screen 1:			
Parcel Key	15		A
Classification	13		A
Quantity	7	6	N
$Adjustment	9	2	N
Residential Improv.	1		N
Outbuildings	1		N
Operated By	1		N
Utilities	1		N
Miles Road	3		N
Appraiser	3		A
Date	8		N
Screen 2:			
Adjustment Code	2		N
Adjustment Percentage	3	2	N

EDITS AND EDIT CAUSES:

SCREEN 1:

01 No Parc Master Rrd
The parcel key entered was not in the Parcel Master file.

02 Deleted Parcel Mstr
The parcel key entered has been deleted from the Parcel Master file.

03 Duplicate Record
The record entered already exists for this parcel.

04 Invalid Category
The category for the classification is not in the Parcel Master file.

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05 Classification
The classification code entered is not in the Base Cost file.

06 Quantity Needed
A quantity or number of acres must be entered.

07 Invalid Adjust Code
The adjustment code entered is not in the Adjustment file.

08 $ADJ Base Cost The adjustment amount entered is greater or equal to the base cost amount. A command "12" will bypass this error condition.

09 Resident Imp Code
The residential improvements code entered is invalid.

10 Outbuilding Code
The outbuilding code entered is invalid.

11 Operated By
The operated by entered is invalid.

12 Utility Code
The utility code entered is invalid.

13 No Appraiser Info
No appraiser information was entered.

14 Invalid Date
The date entered is invalid.

15 No Inventory No inventory has been entered for this parcel. Go through data entry to enter inventory for this parcel or enter the correct parcel key.

SCREEN 2:
01 Pct. Missing
The adjustment percentage must be supplied to update or add percentages.

COMMAND KEY OPTIONS:

F2   - Return to Screen 1
F3   - Inquiry
F4   - Delete
F7   - End of Job
F10 - Data Entry
F12 - To accept error #08 - $adj

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SPECIAL CONSIDERATIONS:

SCREEN 1
The data pertaining to the given parcel number is displayed. You have the ability to update, delete, or add rural investment information.

Site Improvements The use in the base cost field must be 'Imp', and an 'X' must be in the base cost extension field. This will allow entry without quantity so the acres will not be exaggerated.

To Update Enter a 'U' under the action field to change the data on that line. If you wish to change the adjustment percentage total place an 'A' under the action field.

To Delete All Inventory You may delete all the Rural Investment Information on the displayed parcel by hitting F4. Once on the delete screen hit F4 again to delete all the information.

To Delete A Line Item Enter a 'D' under the action code for that line which you would like deleted.

To Add An Item
Enter the needed information. (You do not need to enter an action code.)

To Add, Change, or Delete an Existing Adjustment
An 'A' is required under the action code.

Change Classification Data Enter an 'U' under the action code and change the data to reflect the new information.

Add Classification Without Adjustment
Enter the required classification data at the first available line.

Add Classification With Adjustment
Enter an 'A' under action and the required classification data.

When 'enter' is depressed, the program will update the records on the screen and either go to the adjustments screen, if selected, or go back to the start screen.

If more inventory is available on the parcel after displaying the initial screen, the 'More' field on the screen will flash a Y. To display the rest of the data, hit enter.

> **NOTE:** Do not delete a classification out of the base cost file until you have updated all parcels that have a record with the same classification.

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<u>SCREEN 2</u>
When 'Last Adjustment' flashes on the screen, the information on the screen is the last requested to update from screen 1.

<u>To Add An Adjustment</u>
Key in the required code and amount at the first available position.

<u>To Change An Adjustment</u> Key in the required code and amount at the code position you want changed.

<u>To Delete An Adjustment</u>
Field exit the adjustment code and amount for the code you want deleted.

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