Revised: 10/25/24

UTILITY REPORT DOWNLOAD
(TXB030)

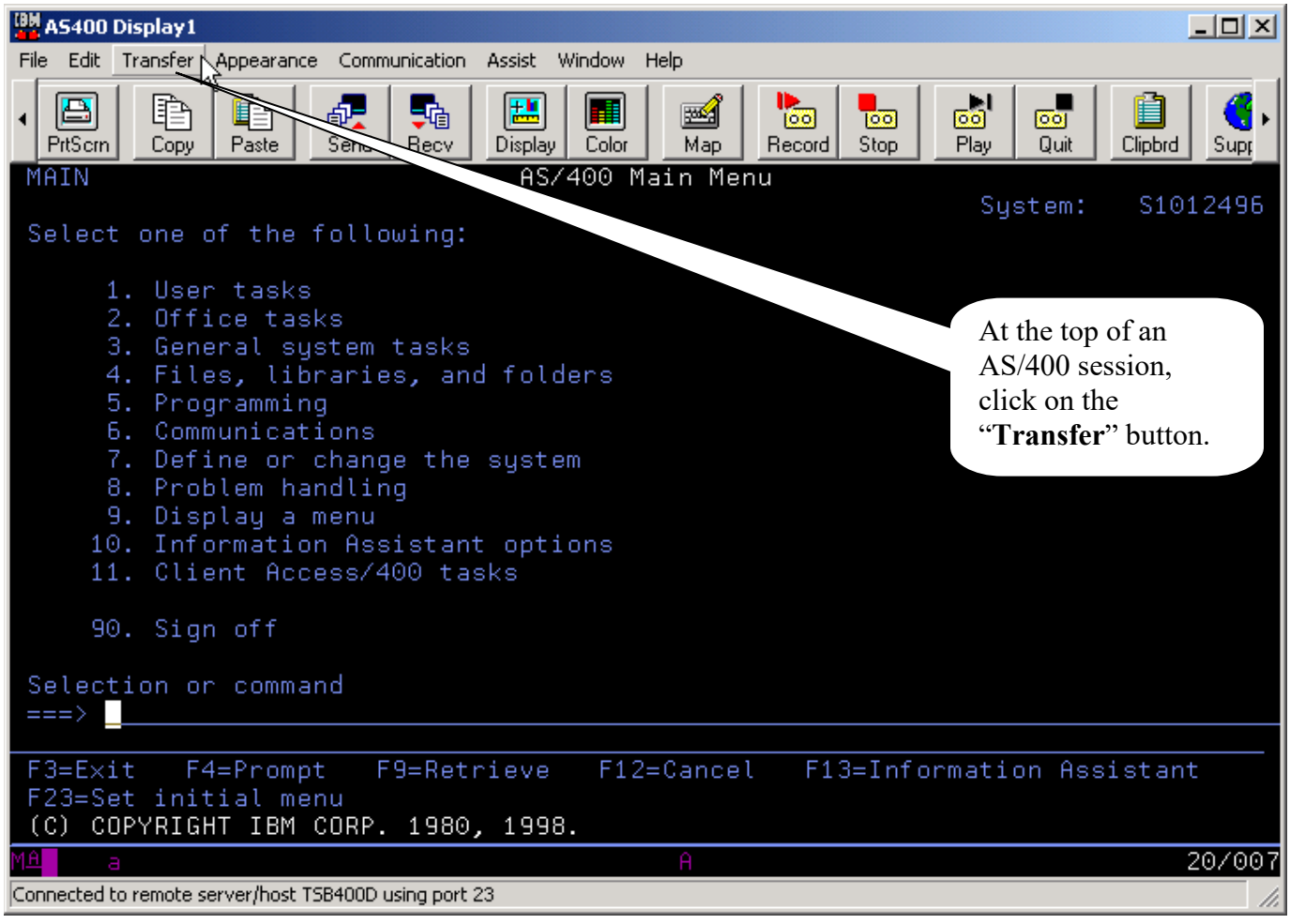
AFTER running **TXB007 in UPDATE (Step 15D of the Tax Drive Checklist):**

If you are using the Client Access workstation function, then this will be relevant. Otherwise, if you are using some other terminal emulation and file transfer function contact your IS support staff or the Technical Support Bureau for the specific requirements to affect a download.

There is one file that you will need to transfer from the AS/400 to your personal computer (PC). The name of the file is: UATTX030. It is automatically created for you when you run the TXB007 in update. This file is in the AS/400 Library called "UADFILE". Once you have downloaded this file to your PC, you then will be able to either copy it to a diskette for mailing to the State Tax Commission or attaching it to an outgoing E-Mail to Lori Millonzi (at the State Tax Commission).

Before beginning this process, we recommend that you create a folder (if one is not already created) on your PC or somewhere on your Network that will hold files like this one to be downloaded. If you are not sure how to create a PC folder, contact your IS support staff or the Technical Support Bureau at the State Tax Commission.

STEP #1



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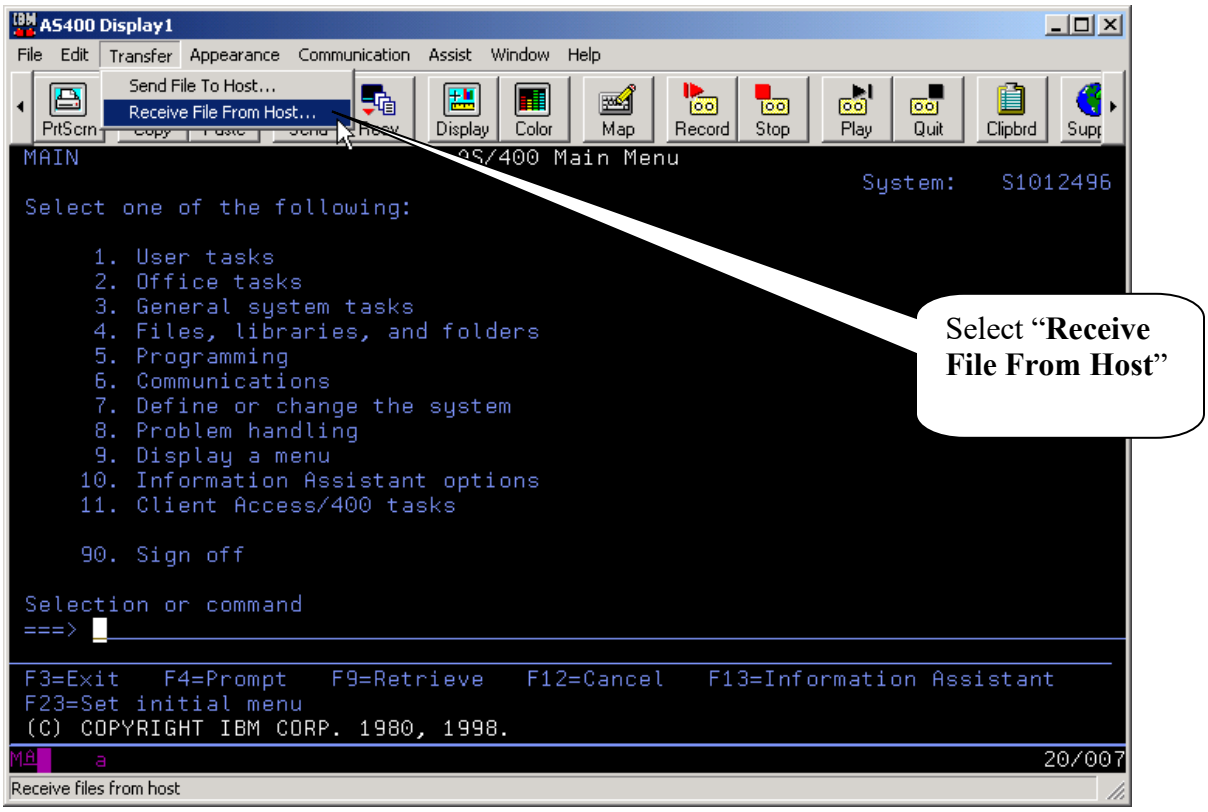
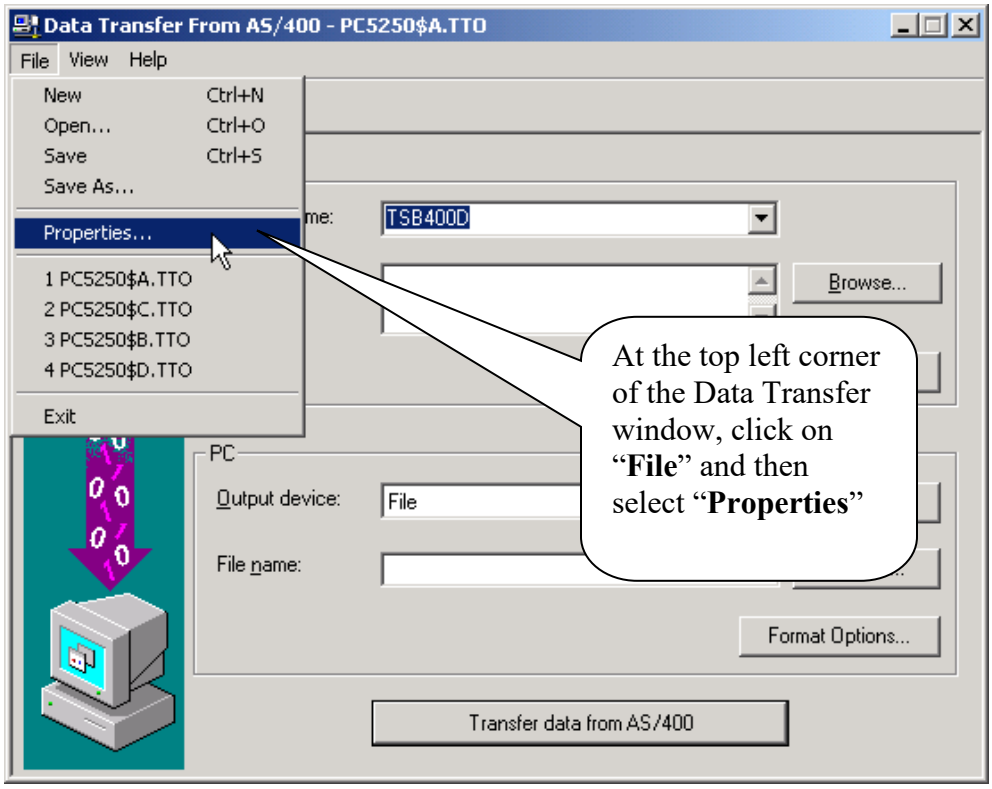
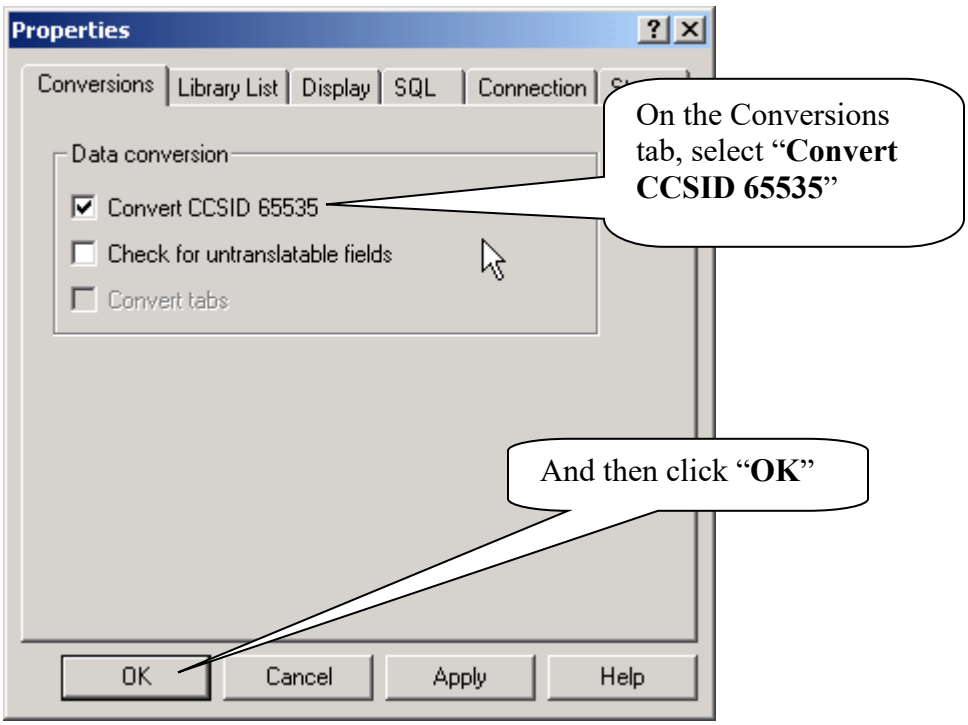
STEP #2



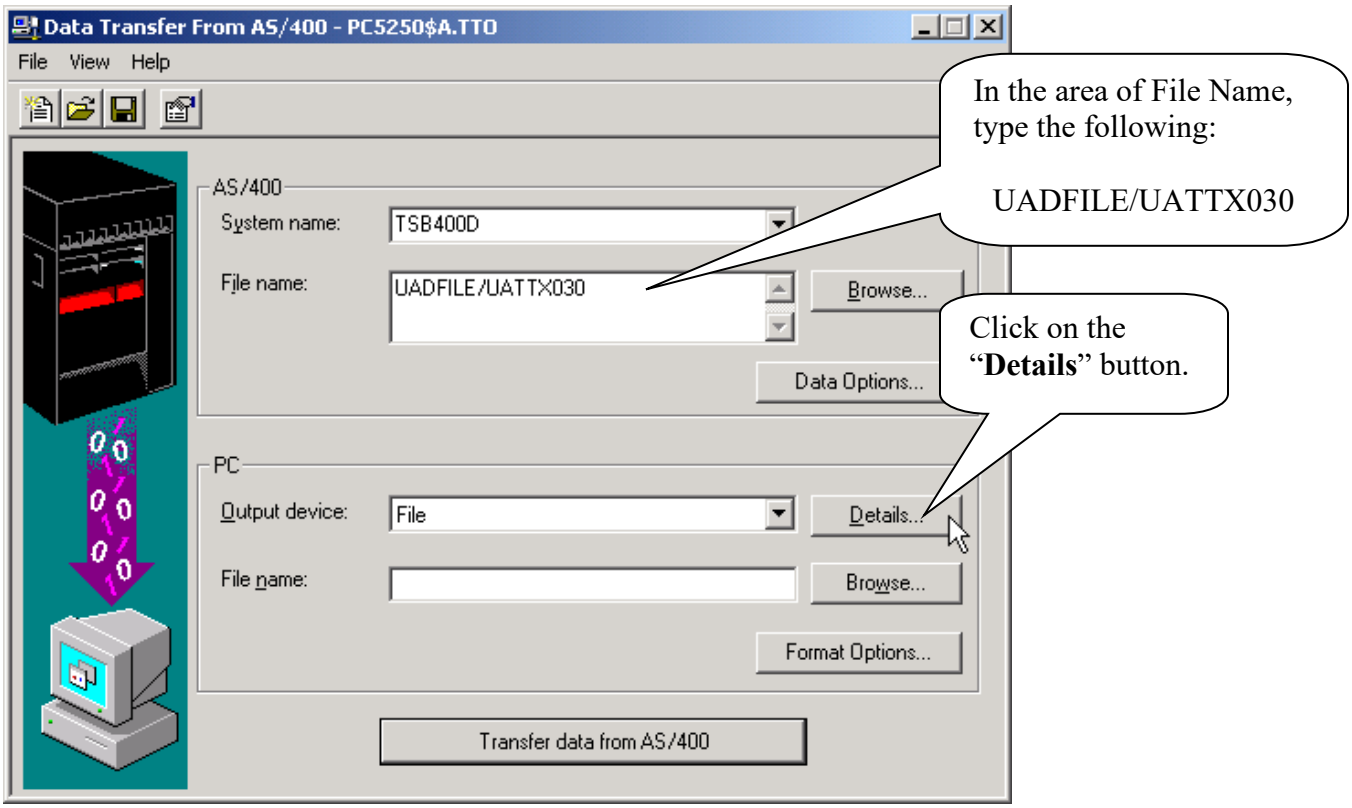
STEP #3



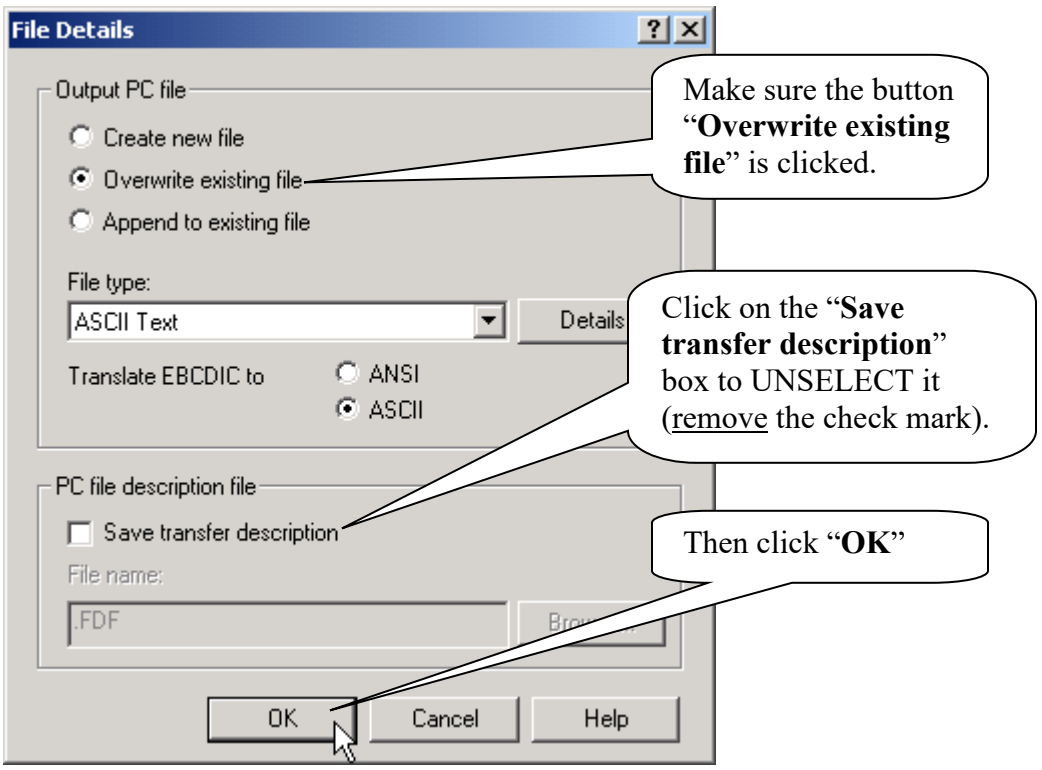
STEP #4


Properties
Conversions
Library List
Display
SQL
Connection
Data conversion
Convert CCSID 65535
Check for untranslatable fields
Convert tabs
OK
Cancel
Apply
Help
On the Conversions tab, select "**Convert CCSID 65535**"
And then click "**OK**"

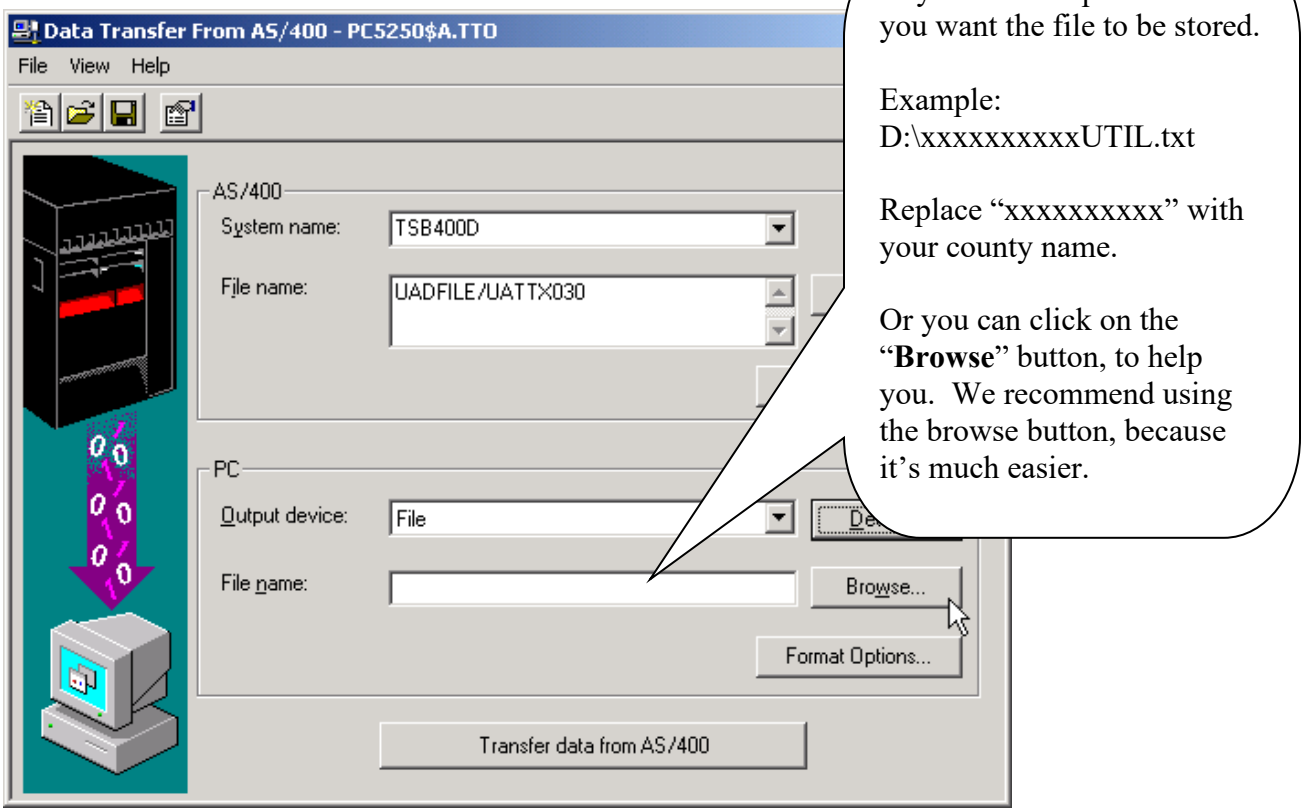
STEP #5


Data Transfer From AS/400 - PC5250$A.TTO
File View Help
AS/400
System name:
TSB400D
File name:
UADFILE/UATTX030
Browse...
Data Options...
PC
Output device:
File
Details...
File name:
Browse...
Format Options...
Transfer data from AS/400
In the area of File Name, type the following:
UADFILE/UATTX030
Click on the "**Details**" button.

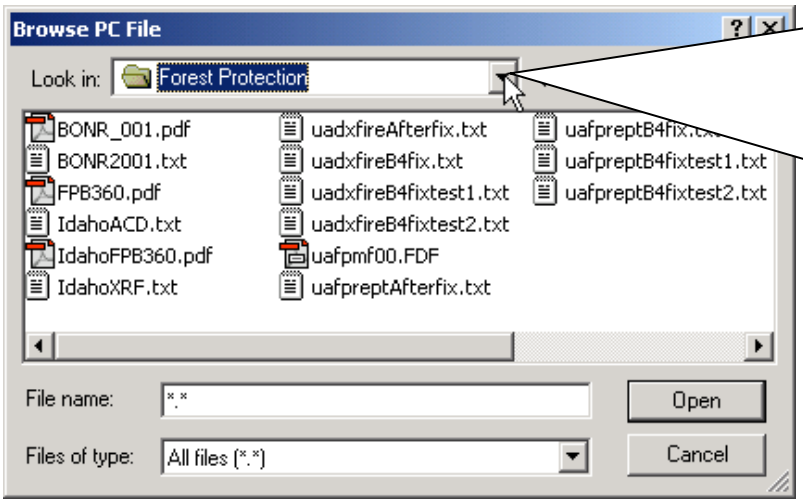
STEP #6


File Details
Output PC file
Create new file
Overwrite existing file
Append to existing file
File type:
ASCII Text
Details
Translate EBCDIC to
ANSI
ASCII
PC file description file
Save transfer description
File name:
.FDF
OK
Cancel
Help
Make sure the button "Overwrite existing file" is clicked.
Click on the "Save transfer description" box to UNSELECT it (remove the check mark).
Then click "OK"

STEP #7


Data Transfer From AS/400 - PC5250$A.TTO
File View Help
AS/400
System name:
TSB400D
File name:
UADFILE/UATTX030
PC
Output device:
File
File name:
Browse...
Format Options...
Transfer data from AS/400
Key in the "PC path" where you want the file to be stored.
Example:
D:\xxxxxxxxxxUTIL.txt
Replace "xxxxxxxxxx" with your county name.
Or you can click on the "Browse" button, to help you. We recommend using the browse button, because it's much easier.

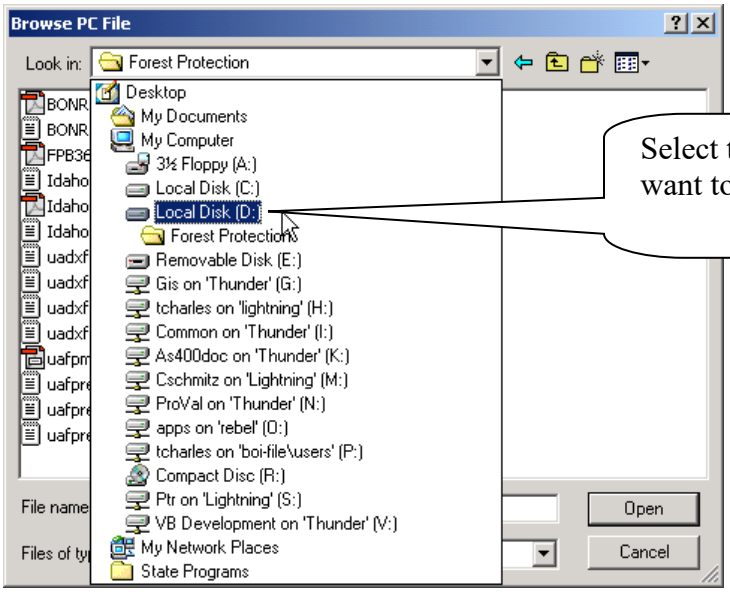
STEP #8



If you clicked the "Browse" button, you will get this window. If the browse window is "looking in" the correct location/folder, then skip to STEP #11. If the browse window does not default to where you want to store the file, you will need to do the following:

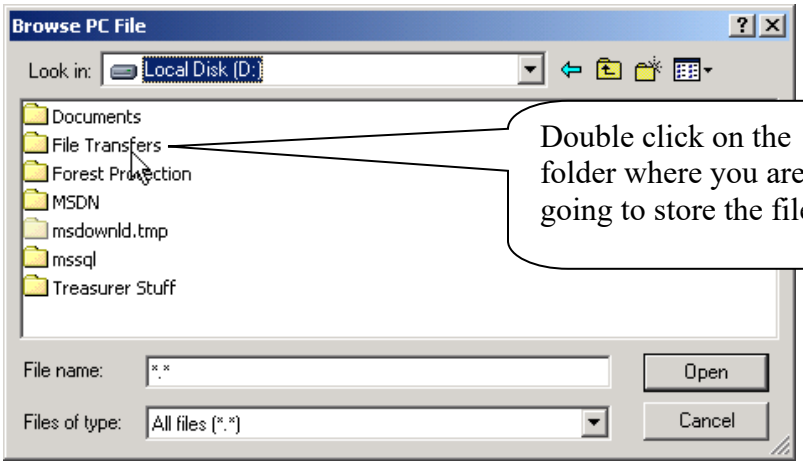
Click on the little arrow that is pointing down.

STEP #9



Select the PC Drive where you want to store the file.

STEP #10



Double click on the folder where you are going to store the file.

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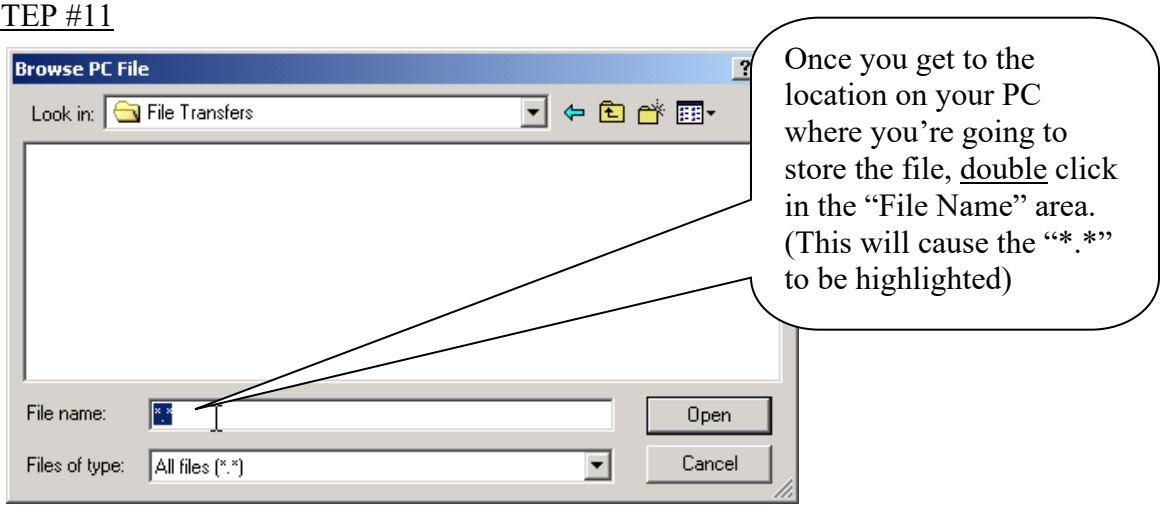
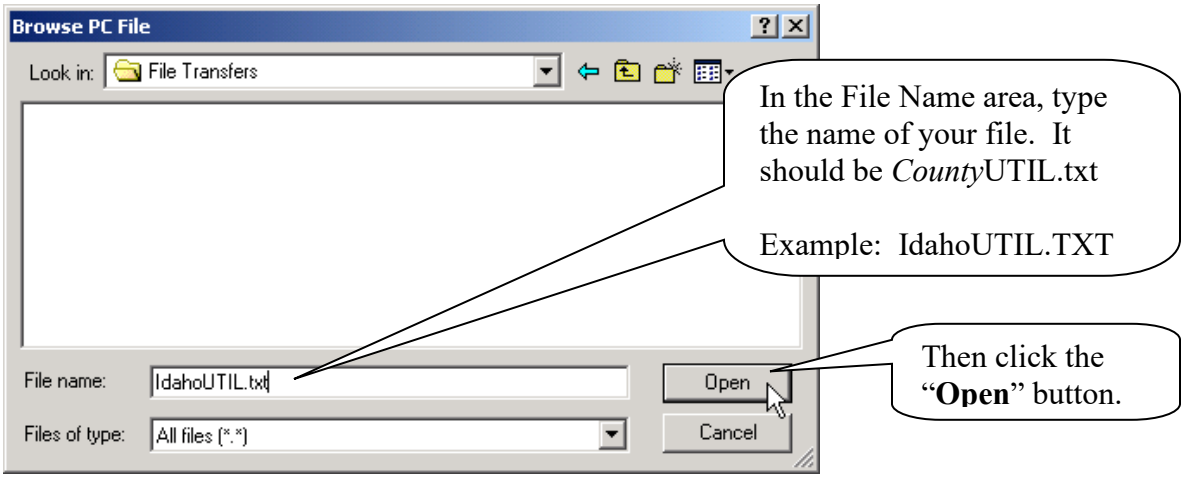
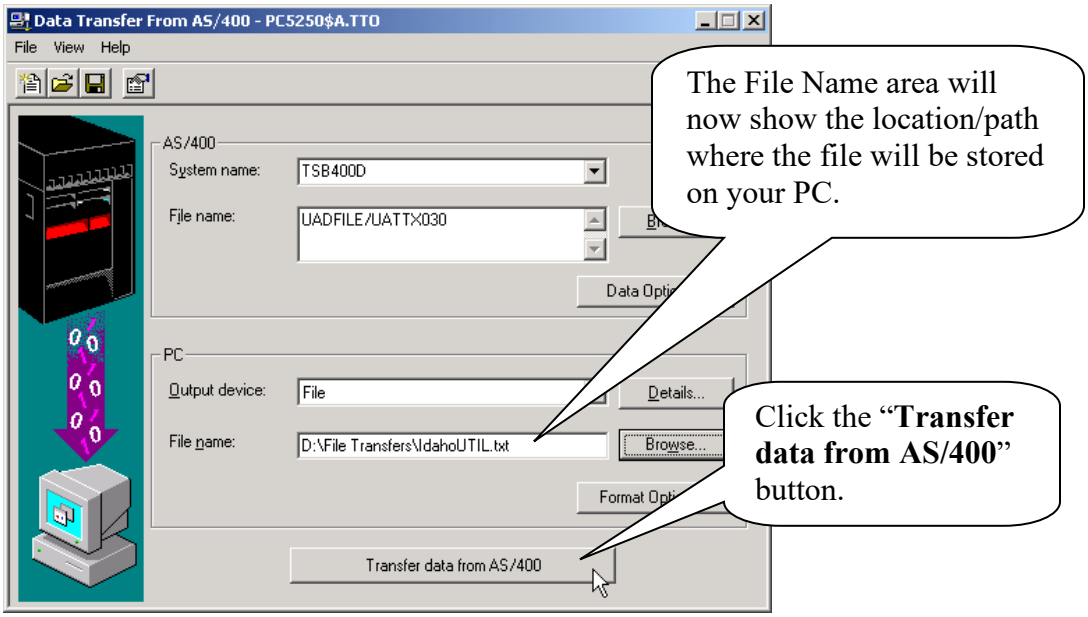
STEP #11



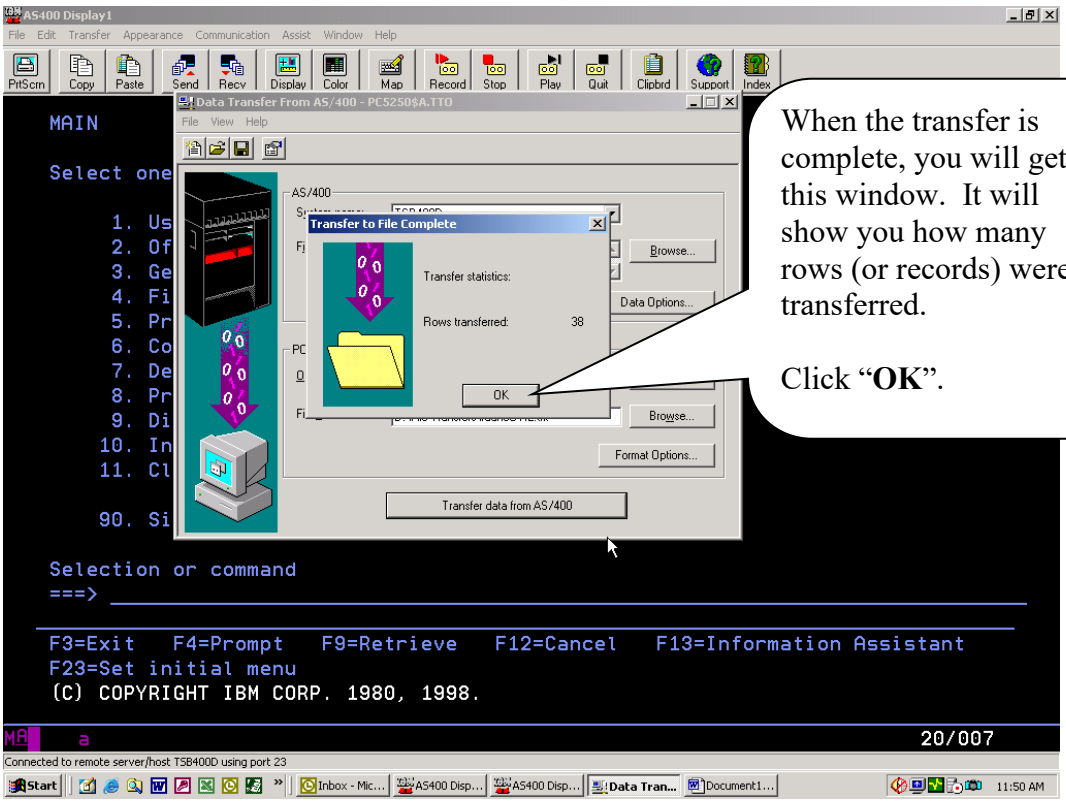
STEP #12



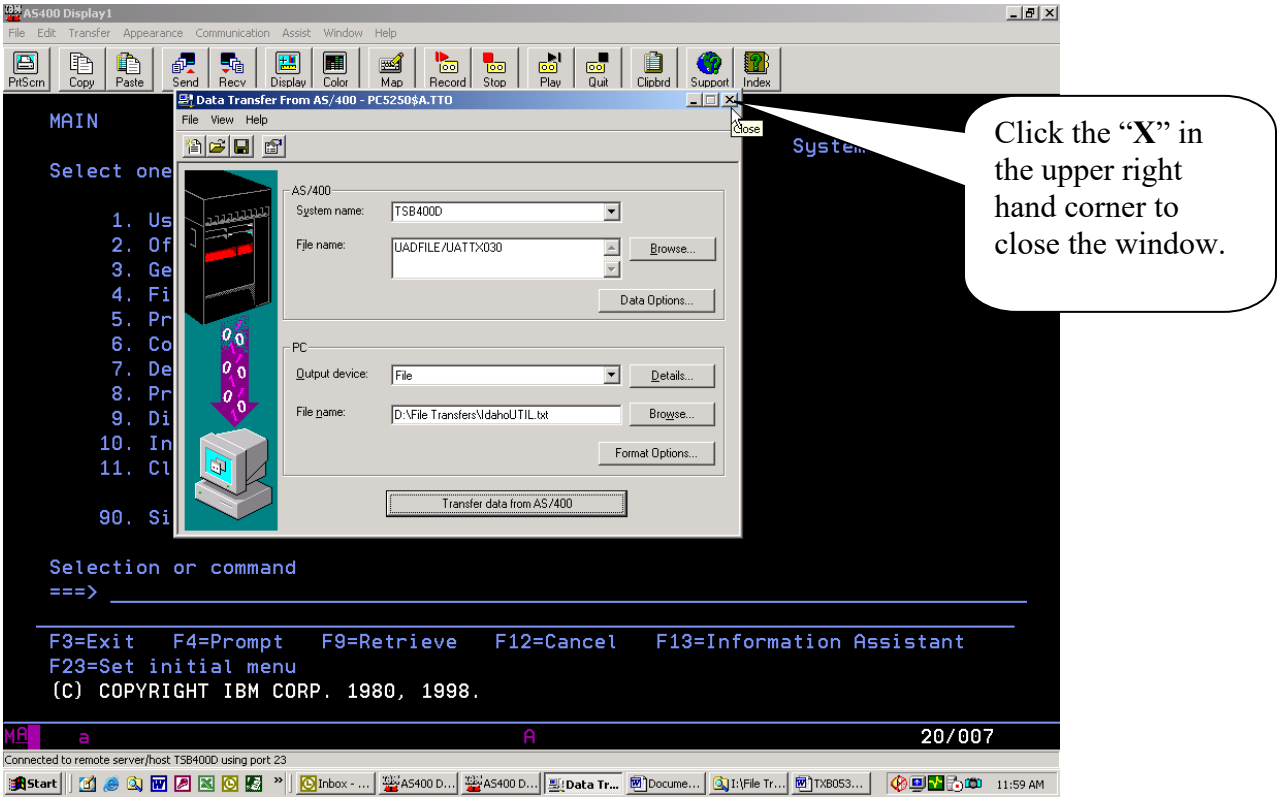
STEP #13



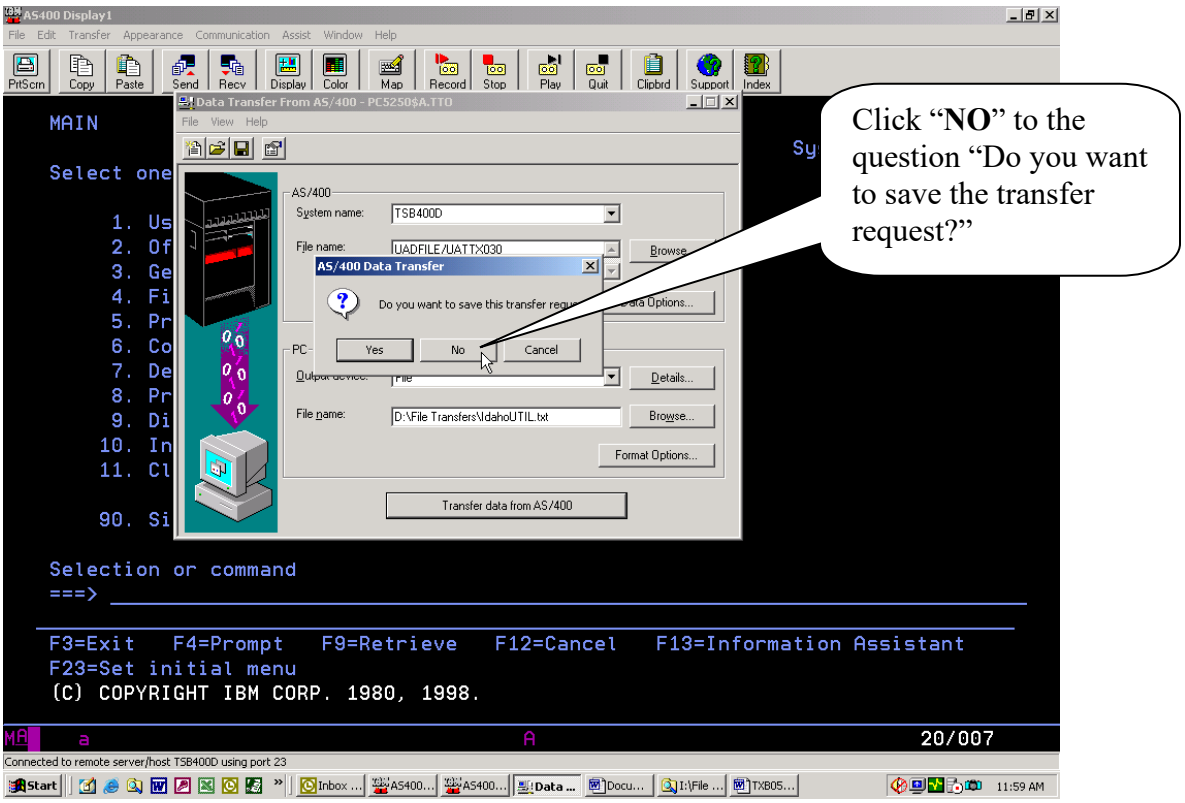
STEP #14



STEP #15



STEP #16



After you have used this procedure to download the file to your PC, you will now be ready to send the file to Lori Millonzi at the State Tax Commission. Please e-mail the file to: Dave.Weddle@tax.idaho.gov. **Be sure to attach the saved txt file**.