Use this documentation for Step #3 of the Forest Protection Checklist (CL12).

This procedure is used to load the Fire Protection Master File (or Charges file), which is sent to the counties by the Department of Lands.

To transfer the new charges to the AS400, you must have the correct FDF file, because this tells the AS400 what data should be populated in each field. You should already have this file saved in your Forest Protection folder, but if you cannot find it, please contact TSB for a copy.

PART I

This section shows one method for saving the email attachments to your Forest Protection folder so you can use them in the next section. You do not have to use this method if you are familiar with saving attachments, but we recommend that you follow a similar logic for organizing the files, so you can easily find them again.

The Department of Lands will send you an email containing two files. One is a text file containing the Forest Fire Protection Master data (also known as "Forest Protection Charges"), and the other is a PDF file that lists the same information with a total parcel count and a total for each of the two charges. When you receive the email, you must save the text file to your PC before you can upload it onto the AS/400. We recommend also saving the PDF file in the same location, so you'll have everything in one place.



NOTE: Your files may be named differently from those in this document. Don't worry – the process will still work! Just keep track of the kind of file (text or pdf). Contact TSB if you have questions or need assistance.

PROCEDURE TO UPLOAD FIRE PROTECTION MASTER FILE TO THE AS/400

1. In the email message, right-click on one of the attachments, the choose Save All Attachments.



2. On the screen that lists the attachments to be saved, click OK.



PROCEDURE TO UPLOAD FIRE PROTECTION MASTER FILE TO THE AS/400

3. In the Save All Attachments window, navigate to the existing Forest Protection folder (if you don't have one, choose a location you can easily find again, and create a folder called Forest Protection).



4. We suggest storing each year in a separate folder inside the Forest Protection folder. If you need to create a folder for the year, click on the Forest Protection folder and then click the New Folder button. When prompted, enter a folder name, and then hit Enter. In this example, we used the 4-digit year for the folder name.



5. After creating the folder for the current year, you may need to click Open (or double-click the new folder) to make sure the files are saved in the correct location. When you see a path similar to the one in this screen shot, click the OK button to confirm the location and save a copy of your files to this location.

Save All Attachments	×
\leftarrow \rightarrow \checkmark \uparrow \blacksquare \diamond Forest Protection \rightarrow 2022	→ ऎ
Organize 🔻 New folder	8== 🗸 😮
Custer ^ Name	Date modified Type
Docs	No items match your search.
DuplicateBugs	
Elmore	
FileTransfers_ClientS	
Forest Protection	
ForestProtection_Tes	
ForestProtection_Tes V <	>
Folder name:	
	Tools V OK Cancel

PART II

Use the following steps to load the Charges file from the from the location used in Part I onto the AS/400.

1. At the top of your AS/400 window, click on Transfer. Then click on Send File To Host.



PROCEDURE TO UPLOAD FIRE PROTECTION MASTER FILE TO THE AS/400

2. Click the Browse button on the top half of the data transfer window.

File Edit Transfer Appearance Communication Assist Window Help
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MAIN AS/400 Main Menu
System: S1012496
Select one of the following:
<pre>1. User tasks 2. Office tas 3. General sus 4. Files, libd 5. Programmin 6. Communicat 7. Define or 8. Problem has 9. Display an 10. Information 11. Client Acc 90. Sign off selection or comman ===> F3=Exit F4=Prompt F9=Retrieve F12=Cancel F13=Information Assistant F23=Set initial menu</pre>
11 a 20/007
Connected to remote server/host TSB400D using port 23
📽 Start 🕅 🚑 🔕 👿 🖉 🖾 闷 🧖 🔌 🤘 Inbox 🦉 AS400 D 🦉 AS400 D 🕅 CL12-40 🕲 R:\ 🛛 🛛 Acrobat 👰 Data Tr 💷 🖗 🔁 🖧 🕮 3:41 PM

3. The Browse window will default to which ever location it was last at. Click on the arrow that is pointing down. Click the Look In drop-down (where it says Forest Protection on this screen shot).

Browse PC File	? ×
Look in: 🔁 Forest Protection	
afpmf00.FDF	
2	
File name:	Open
Files of type: All files (*.*)	Cancel

PROCEDURE TO UPLOAD FIRE PROTECTION MASTER FILE TO THE AS/400

4. Navigate to the location used in Part I, Step 5 (this is where you saved the email attachments).

Browse Clien	t Files			×
Look in:	2022	~	🗈 💣 🎫	
Recent Items	kpridgen (\\Taxhomefidrshv\users) (P:) AS400 Forest Protection 2022 YearlyProcesses (\\TaxTSBShare) (Q:)	^		
Desktop	TSB_Server_Info (\\TaxTSBShare\Common) (R:) ProVal (\\TaxTSBShare) (S:) DatabaseBackups (\\TaxTSBWeb) (T:)	~		
Documents				
This PC				
Network	File name: Files of type: All Files		~	Open Cancel

5. Click on the .txt file, and then click on the Open button.

Browse Clier	nt Files				×
Look in	2022		~	· 🖽 🖆 🖪	
Recent Items	Teton2022	2.pdf			
Desktop					
Documents					
This PC					
Network	File name: Files of type:	Teton2022.txt All Files		~	Open Cancel

6. The PC file name should now point to the text file.

	B×
File Edit Transfer Appearance Communication Assist Window Help	
Image: Copy Imag	
MAIN AS/400 Main Menu	
System: 51012496 Select one of the following:	
 1. User tasks 2. Office task 3. General system 4. Files, libb 5. Programming 6. Communication 7. Define or of 8. Problem har 9. Display and 10. Information 11. Client Acce 90. Sign off 	
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F3=Exit F4=Prompt F9=Retrieve F12=Cancel F13=Information Assistant F23=Set initial menu	
MA A 20/007	
Connected to remote server/host TSB400D using port 23	
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7. In the AS/400 Library/Filename field enter: UADFILE/UAFPMF00

Click the "Details" button		
AS400 Display1		_ 8 ×
File Edit Transfer Appearance Communication Assist Window Help		
PtScm Copy Paste Send Recv Display Color Map Record Stop Play Quit Clipbrd Support Index		
MAIN AS/400 Main Menu		
	System:	S1012496
Select one of the following:		
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I. USER TASKS File View Tools Help		
2. Office task Maria Maria		
3. General system and a second system a		
4. Files, libr		
5. Programming		
6. Communicati		
7. Define or d		
8. Problem bar		
9 Displau a r		
10 Information		
11. Client Constant		
90. Sign off		
I ranster data to A5/400		
Selection or comman		
===>		

8. On the File Details screen, click the Browse button to help you find the correct FDF file. You are looking for a file named UAFPMF00.FDF. This file should be saved in your Forest Protection folder. If you don't see it there, or you can't find it, contact TSB so we can send you the correct version.

The Browse button may default to the folder containing the text file from Lands, or another folder. If you are seeing the folder where you saved the files from Lands, click on the button that takes you up one level - you should be seeing the main Forest Protection folder.

AS/400 File Details	? ×
PC file	
☑ Use PC file description	
File name: R:\BONR2001.FDF	Browse
File type: ASCII Text	- 4
Translate from C ANSI to EBCDIC • ASCII	
AS/400 file	
Create AS/400 object: Yes, Create file and me	mber 💌
Member text:	
AS/400 file type: 💽 Data 🔿 So	urce
Field reference file name:	Browse
Record length: 92 🚔	
Authority: Read/write	•
File text:	
OK	Cancel Help

If you are seeing a completely different folder, use the Look In dropdown to help you navigate to your Forest Protection folder

Browse Description	on File			<u>? ×</u>
Look in:	🔊 020213_1318 (R:)	-	← 🗈 💣 🎟-	
History Desktop My Documents My Computer My Network P	 History Desktop My Documents My Computer 3½ Floppy (A:) Local Disk (C:) Local Disk (C:) Gis on 'Thunder' (G:) tcharles on 'lightning' (H:) Common on 'Thunder' (K:) Cschmitz on 'Lightning' (M:) ProVal on 'Thunder' (N:) apps on 'rebel' (0:) tcharles on 'boi-file'users' (P:) 020213_1318 (B:) Pto 'n 'Lightning' (S:) VB Development on 'Thunder' (V:) Ky Network Places State Programs 		•	Open Cancel

9. Once you navigate to the Forest Protection folder, you should see the UAFPMF00.fdf file. If not, contact TSB for a current version of this file.

Click on the FDF file: UAFPMF00.FDF

Click on th	e Open butt	on.			
Browse Descript	ion File				<u>? ×</u>
Look in:	Ga Forest Protect	ion	-	⇐ 🗈 💣 🎟•	
istory	afpmf00.FDF				
Desktop My Documents					
My Computer					
My Network P		[
	File name:	uafpmf00.FDF		<u> </u>	Upen
	Files of type:	File description file (*.FDF)		•	Cancel

 You should now have the correct FDF file listed.
 Click on the down arrow and select "No, replace member only" Then click the OK button

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Ele Edit Transfer Appearance Communication Assist	Window Help	_ <u> </u>
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MAIN	AS/400 Main Menu	
		System: \$1012496
Select one of the folk	5/400 File Details	
Ban	PC file	1
1. User tasks File	Use PC file description	
2. Office task 👞	File name: D:\Forest Protection\uafpmf00.FDF Browse	
3. General sys	File type: ASCII Text	
4. Files, libr 📐	Translate from C ANSI to EBCDIC	
5. Programming 🗸	ASCII	
6. Communicati	AS/400 file	
7. Define or ¢	Create AS/400 object: No, replace member only	
8. Problem har 📐	Member text:	
9. Display a n	AS/400 file type: I Data C Source	
10. Information	Field reference file name: Browse	
11. Client Acce		
	Hecord length: 32 -	
90. Sign off	Authority: Read/write	
	File text:	
Selection or comman		
===>	OK Cancel Help	
	7	
F3=Exit F4=Prompt	F9=Retrieve F12=Cancel F13=Inform	ation Assistant
F23=Set initial menu		
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PROCEDURE TO UPLOAD FIRE PROTECTION MASTER FILE TO THE AS/400

11. Click on Transfer data to AS/400.

#A5400 Display1		
ile Edit Transfer Appearance Communication Assist Window Help		
Image: Copy Paste Send Rec. Display Color Map Record Stop Poil Quit Clipbed Support Index		
MAIN AS/400 Main Menu		
	System:	S1012496
Select one of the following:		
1 User tasks 📴 Data Transfer To A5/400 - PC5250\$A.TFR		
2. Office tack		
4 Filor libre annual		
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5. PPOGPalimiting File name: R:\BDNR2001.txt Browse		
8. Problem har System: TSB400D		
9. Display a r		
10. Information 07 UADFILE/UAFPMF00 Browse		
11. Client Acce		
90. Sign off		
Selection or comman		
===>		

12. When the data has been successfully transferred to the AS/400, you will see this window. It shows the number of records transferred. Click the OK button to return to the Data Transfer window.

File Edit Transfer Appearance Communication Assist Window Help
Image: Copy Paste Send Recv Image: Copy Copy Paste Send Recv Display Color Map Record Stop Play Quit Cipbrd Support
MAIN AS/400 Main Menu
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4. Files, libr 5. Programming 6. Communicati 7. Define or (8. Problem har 9. Display: a file of the file of
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.onnected to remote server,nost 1584UUU using port 23 [第Start]] ① @ @ ③ III / 图 O 题 》 [OInbox - Microso WAS400 Display1] WAS400 Display2] 图(CL12-400Uploa 图2 Data Transfe 回 ② 验 ⑤ 🕮 ⑤ 🕮 ⑤ 5:10 PM

PROCEDURE TO UPLOAD FIRE PROTECTION MASTER FILE TO THE AS/400

13. Click the "X" in the upper right hand corner to close this window.

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MAIN AS/400 Main Menu	
System: S10 Select one of the following:)12496
1. User tasks 2. Office task All Yew Tools Help C. Office task All Yew Tools Help C. Office task	
3. General system 4. Files, libit 5. Programming 6. Communication 7. Define or of 8. Problem har 9. Display a r 10. Information 11. Client Acce 90. Sign off 7. Transfer data to AS/400	
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MA a 20	/007
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14. Click "No". You do not need to save this transfer request.

File Edit Transfer Appearance Communication Assist Window Help	
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MAIN AS/400 Main Menu	
Sustem: S101249	6
Select one of the following:	
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2. Office task	
3. General sys 🗐 🗐 🗐	
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6. Communicati A5/400 Data Transfer X growse	
7. Define or (Point Poi	
8. Problem har	
9. Display a n 00 Yes No Cancel	
10. Information	
11. Client Acce	
90. Sign off	
Selection or comman	

The Forest Fire Protection Master File is now on the AS/400. You can continue with Step 4 of the Forest Protection Checklist (CL12).