

TCD Error Report

Purpose:

The TCD Error Report is for use by TCD agencies as an audit tool to identify those transactions that did not pass TCD file validation. Employees listed on the report will not have the time loaded to the Timesheet. Error correction must be done directly on the Timesheet in Core-CT or in the case of employees inactive in Core-CT time and Labor example leave without pay time is entered on the Adjust Paid Time page

Steps

Main Menu > Core-CT HRMS > Time and Labor > Reports > TCD Error Report CTTLR904

Screenshots

Favorites ▾ Main Menu ▾ > Time and Labor ▾ > Reports ▾ > TCD Error Report CTTLR904

ORACLE

TCD Error Report CTTLR904

Enter any information you have and click Search. Leave fields blank for a list of all values.

Find an Existing Value Add a New Value

▼ Search Criteria

Search by: Run Control ID begins with

Case Sensitive

Limit the number of results to (up to 300):

Search Advanced Search

Find an Existing Value | Add a New Value

Click the Add a New Value tab

Favorites ▾ Main Menu ▾ > Time and Labor ▾ > Reports ▾ > TCD Error Report CTTLR904

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TCD Error Report CTTLR904

Find an Existing Value **Add a New Value**

Run Control ID

Add

Find an Existing Value | Add a New Value

Steps

Enter Run Control ID and click the Add button

A Run Control ID is a unique name that will be used to run the report. When the add button is selected the run control value is automatically saved and can be used again by clicking the Find an Existing Value tab

The Report Parameters page is displayed. Enter the following and click the Run button:

Subscribe Date – Date TCD file was processed in Core-CT. Core-CT processes files at 10 am and 2 pm starting the Friday before confirm. Files received after 2 pm on Friday will be processed on Monday.

Set ID - AGENCY

Department – Department ID associated to file

Time Collection Device ID – Three character Agency acronym followed by 001

The Process Scheduler Request page is displayed. Click OK button

Screenshots

Favorites > Main Menu > Time and Labor > Reports > TCD Error Report CTTLR904

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TCD Error Report CTTLR904

Find an Existing Value Add a New Value

Run Control ID TEST X

Add

Favorites > Main Menu > Time and Labor > Reports > TCD Error Report CTTLR904

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TCD ERROR REPORT - CTTLR904

Run Control ID TEST Report Manager Process Monitor Run

Report Parameters

Subscribe Date Set ID Department Time Collection Device ID

Save Notify Add Update/Display

Favorites > Main Menu > Time and Labor > Reports > TCD Error Report CTTLR904

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Process Scheduler Request

User ID ACC_BURTS Run Control ID TEST

Server Name Recurrence Time Zone Run Date 10/26/2020 Run Time 1:06:51AM Reset to Current Date/Time

Process List

Select	Description	Process Name	Process Type	*Type	*Format	Distribution
<input checked="" type="checkbox"/>	TCD Error Report	CTTLR904	SQR Report	Web	PDF	Distribution

OK Cancel

Steps

User is returned to the Report Parameters page. Click on the Report Manager link

Screenshots

Oracle Report Manager interface showing the Report Parameters page for CTTLR904. The page includes fields for Subscribe Date, Set ID, Department, and Time Collection Device ID. A red box highlights the Report Manager button.

Click the refresh button periodically until the report link appears.

The Report link will be blank until the report status is posted.

Oracle Report Manager interface showing the View Reports For page. The Refresh button is highlighted with a red box. The table below shows one report entry:

Report	Report Description	Folder Name	Completion Date/Time	Report ID	Process Instance
1 CTTLR904	TCD ERROR REPORT	General	10/26/20 1:12AM	2896	3181

Click on the link under the report column

Oracle Report Manager interface showing the View Reports For page. The link under the report column (1 CTTLR904) is highlighted with a red box.

Steps

The Report/Log Viewer page displays.
Click name link to view the report

Screenshots

The screenshot shows the Oracle Report Manager interface. At the top, there is a navigation bar with 'Favorites', 'Main Menu', 'Time and Labor', 'Reports', 'TCD Error Report CTTLR904', and 'Report Manager'. Below this is the Oracle logo. The main content area is titled 'Report' and contains the following information:

- Report ID: 2896
- Process Instance: 3181
- Name: CTTLR904
- Process Type: SQR Report
- Run Status: Success

There is a 'Message Log' link. Below this is a section for 'TCD Error Report' and 'Distribution Details'.

Distribution Details

Distribution Node	PRODRPTFTP	Expiration Date	11/25/2020
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File List

Name	File Size (bytes)	Datetime Created
SQR_CTTLR904_3181.log	1,735	10/26/2020 1:12:40.751991AM EDT
cttlr904_3181.PDF	2,681	10/26/2020 1:12:40.751991AM EDT
cttlr904_3181.out	86	10/26/2020 1:12:40.751991AM EDT

Distribute To

Distribution ID Type	*Distribution ID
User	ACC_BURTS

The screenshot shows the output of the report. It includes the following information:

- Report ID: CTTLR904
- State of connection: TCD space success
- Page No.: 1
- Run Date: 10/26/2020
- Run Time: 01:12:29
- Subscribe Date: 23-OCT-2020
- Department ID: 1099
- TCD ID: 11

Below this is a table header with columns: Name, Req'd, Bids, Date Dtd Spc, TCD, Quantity, Message. The table body is mostly empty, with a line of asterisks: ***** RECORD FOUND*****.

At the bottom, it says 'End of Report'.

Report Error Message

Invalid Employee ID / Job combination	There is no valid Time Reporter, who is setup with the Employee ID and Record Number (ties to Job) specified. (13500,61)
A blank TRC was found	A Time Reporting Code is required. Records containing blank TRC values are invalid. (20100,12)
Invalid TRC	The Time Reporting Code does not exist in the TRC table. (20100,11)
TCD Department Error	The employee's Department ID does not match the TCD interface ID. (20100,1000)
When the Add/Delete Indicator is "D", the DELETE_DATE field is required	The Delete Date must be specified to provide the context required to execute the requested Delete function. (13500,63)
When the Add/Delete Indicator is "A", the reporting date[time] field is required	If this is an Elapsed Time message, it is the Date Under Report field (DUR) that is required. (13500,64)
Field is required	You have left a field empty and a value must be entered. (15,8)
Transaction is for a date beyond 60 days in the past	Transactions for dates beyond 60 days in the past are not allowed. (20100,10)