



Focus Forward 2020

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Fast Collection

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on March 10th, 2020

Overview

- Demo (hands on)
- Settings in Open Form Designer (OFD)
- Settings in Govern New Administration (GNA)
- MAGTEK scanner configuration
- GNA configuration for MAGTEK

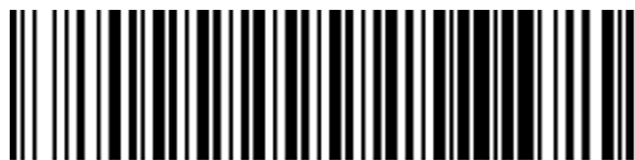
What is Fast Cash Collection?

- It is a customized and enhanced version of the standard cash collection feature.
- It allows for input of Tax Map, or Accounts Receivable barcodes in order to pull up tax bill information.
- It will listen to the COM port assigned to the check reader and automatically provides a reference number to each check entry.

Example of an Unformatted Tax Map



Examples of a formatted Tax Map and AR ID



#100-00-499



#52601826



#100-00-497



#52601800

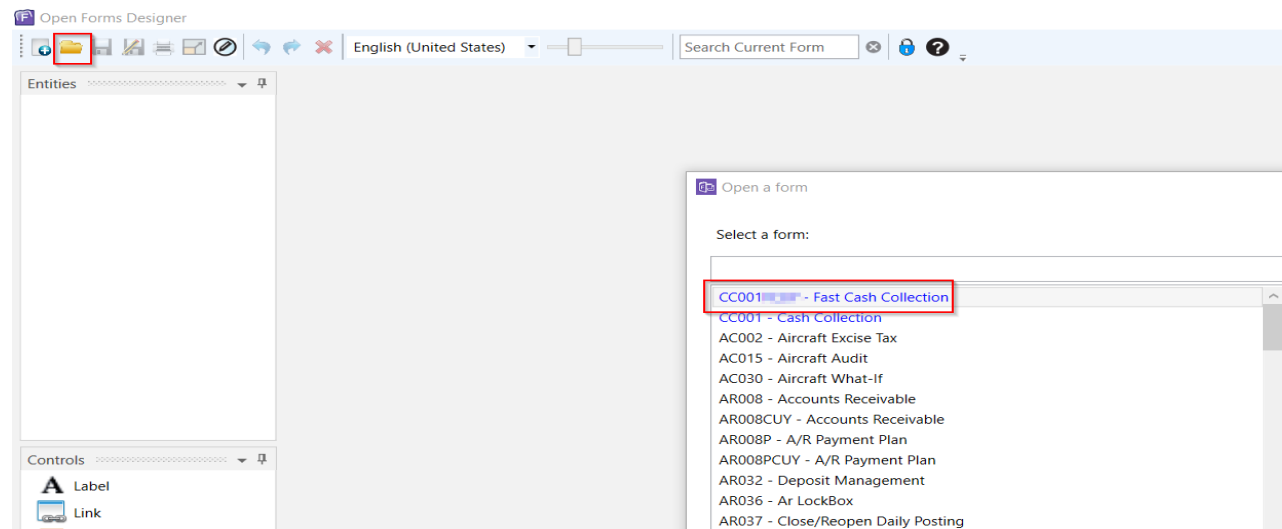
Required Devices



Administrator Configuration

Configuration in the Open Form Designer (OFD)

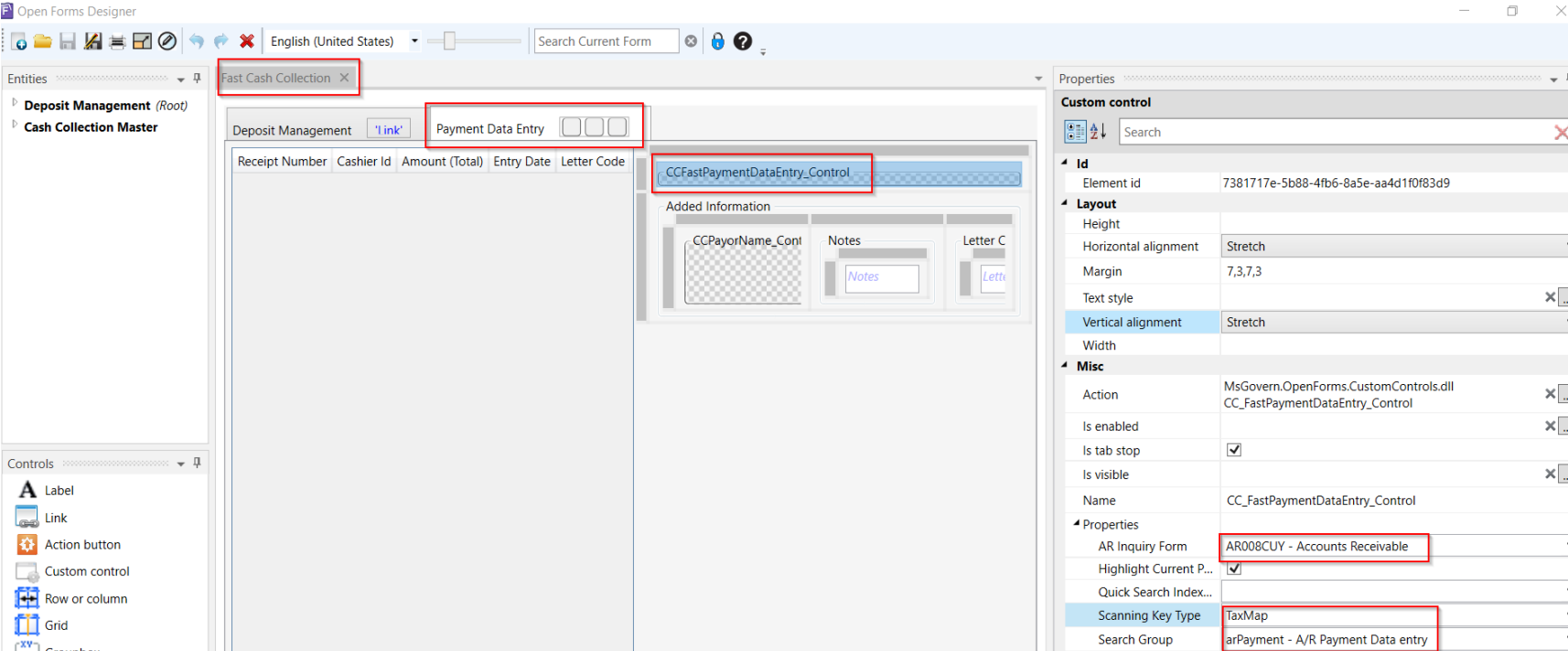
STEP I: Open the Fast Collection form that is available.



Administrator Configuration

Configuration in the Open Form Designer (OFD)

STEP 2: Set the AR Inquiry Form, scanning key.



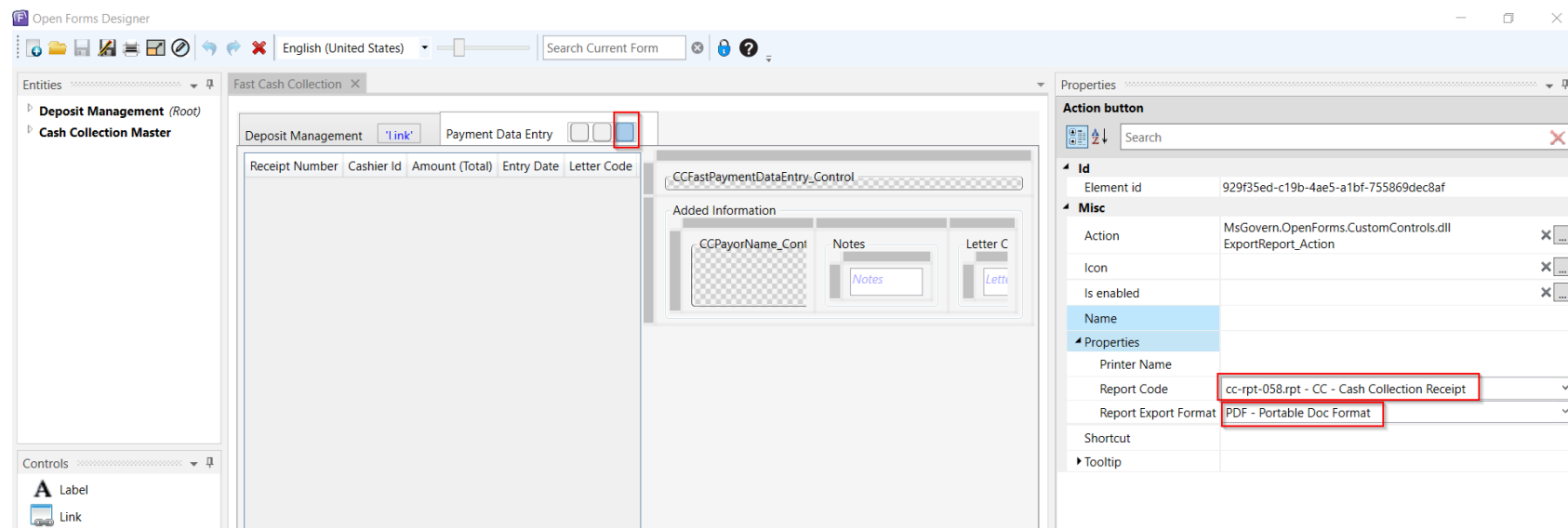
The screenshot displays the Open Forms Designer (OFD) interface. The main window shows a form titled "Fast Cash Collection" with a "Payment Data Entry" section. A red box highlights the "Payment Data Entry" section, and another red box highlights the "CCFastPaymentDataEntry_Control" within it. The "Properties" pane on the right shows the configuration for the "CCFastPaymentDataEntry_Control".

Custom control	
Id	Element id: 7381717e-5b88-4fb6-8a5e-aa4d1f0f83d9
Layout	Height: [blank] Horizontal alignment: Stretch Margin: 7,3,7,3 Text style: [blank] Vertical alignment: Stretch Width: [blank]
Misc	Action: MsGovern.OpenForms.CustomControls.dll CC_FastPaymentDataEntry_Control Is enabled: [checked] Is tab stop: [checked] Is visible: [checked] Name: CC_FastPaymentDataEntry_Control
Properties	AR Inquiry Form: AR008CUY - Accounts Receivable Highlight Current P...: [checked] Quick Search Index...: [blank] Scanning Key Type: TaxMap Search Group: arPayment - A/R Payment Data entry

Administrator Configuration

Configuration in the Open Form Designer (OFD)

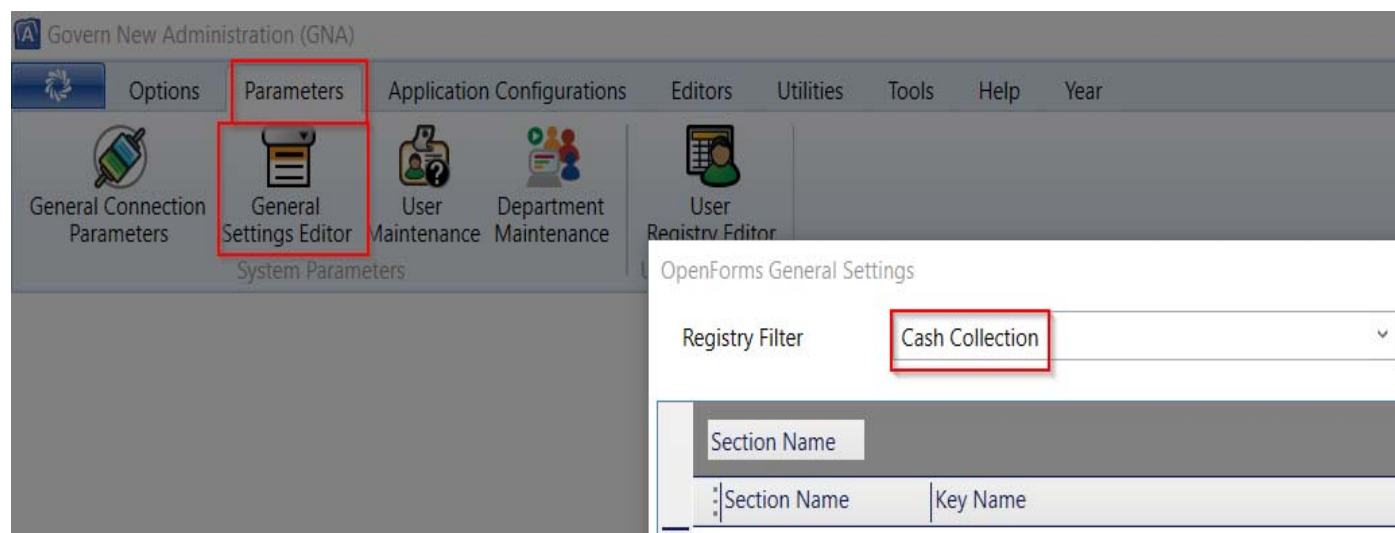
STEP 3: Assign a report to the action button.



Administrator Configuration

Configuration in the Govern New Admin (**GNA**)

This section sets up the check scanner and ensures scanned information populates properly and in the right fields.



Coupon Scanner Configuration

The key name Data Input Scanner Leading Character is configured for use with the coupon scanner.

OpenForms General Settings

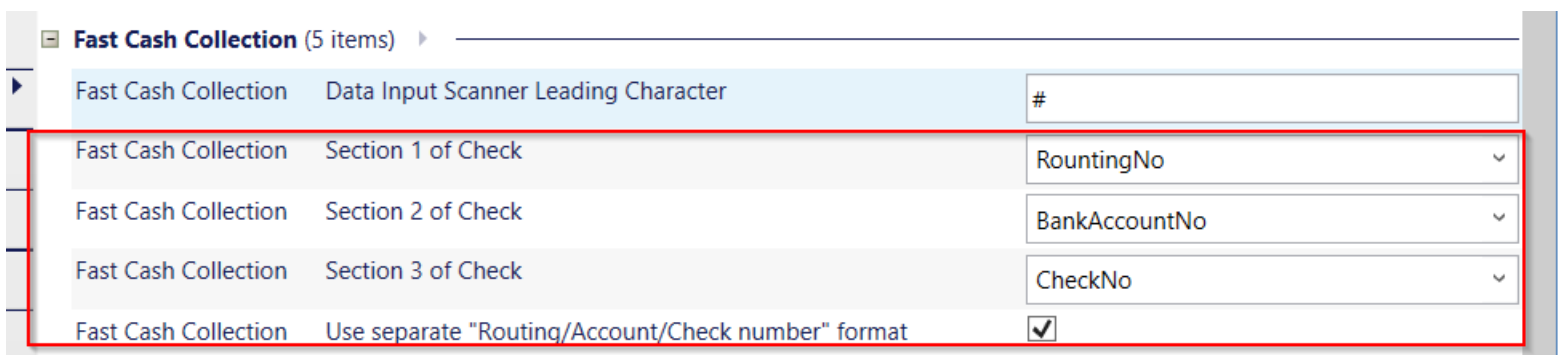
Registry Filter

Cash Collection

Section Name			
Section Name	Key Name	Year ID	Key Value
Fast Cash Collection (5 items)			
Fast Cash Collection	Data Input Scanner Leading Character		#

Check Scanner Display Configuration

The section number corresponds to the order from left to right of the payment data entry fields.



Fast Cash Collection (5 items)		
Fast Cash Collection	Data Input Scanner Leading Character	#
Fast Cash Collection	Section 1 of Check	RoutingNo
Fast Cash Collection	Section 2 of Check	BankAccountNo
Fast Cash Collection	Section 3 of Check	CheckNo
Fast Cash Collection	Use separate "Routing/Account/Check number" format	<input checked="" type="checkbox"/>

Check Scanner Display Configuration

Govern will actually show the same order as defined in the Govern New Administration (**GNA**).

Type	Amount	Reference
Check ▾	\$21,341.88	<input type="text"/>

Bank Acct No

×

Total Due	\$21,341.88
Total Paid	\$21,341.88
Change Returned	\$0.00

Print Validation Section

This functionality is available for printing Payment Collection information for payment types such as:

- Cash
- Checks
- Tax bill validation.

Print Validation (3 items)			
Print Validation	Payment Type Print Validation Report	print validation	▼
Print Validation	Tax Bill Print Validation Report	print coupon	▼
Print Validation	Use Print Validation	<input checked="" type="checkbox"/>	

Name Print Validation

This section applies only to those who wish to use print validation for any of the 3 fields (cash, check, tax bill).

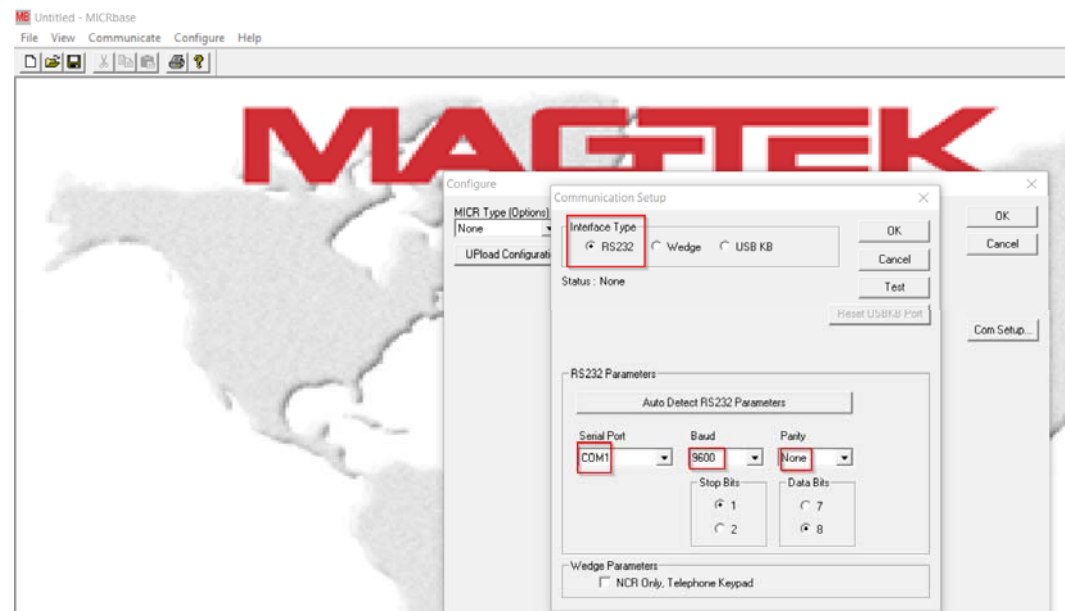
Registry Filter Cash Collection Cashier Registry Key Type Computer Name

Drag a column header here to group by that column.		
Section Name	Key Name	Key Value
▶ Cash Collection Cash...	Auto Print Receipt	<input type="checkbox"/>
Cash Collection Cash...	Cash Drawer Name	Value not set
Cash Collection Cash...	Open Cash Drawer Sequence Command (Ex.: 27;105)	Value not set
Print Validation	Section1 Print Validation	Check
Print Validation	Section2 Print Validation	
Print Validation	Section3 Print Validation	Cash
Print Validation	Validation Printer Name For Payment Types	rosoft Print to PDF
Print Validation	Validation Printer Name For Tax Bills	

Check Scanner Configuration

The configuration needs to be made on the computer attached to the scanner.

- Interface Type: RS232
- Serial Port: COM1
- Baud: 9600
- Parity: None
- Stop Bits: 1



Check Scanner Configuration

Configure the port that Govern should be using to communicate with the scanner.

User Registry Manager

Registry Filter

Registry Key Type

Drag a column header here to group by that column.		
Section Name	Key Name	Key Value
Cash Collection Cash...	Open Cash Drawer Sequence Command (Ex.: 27;105)	<input type="text" value="Value not set"/>
Credit card paramete...	Terminal Code	<input type="text" value="Value not set"/>
Fast Cash Collection	Bank Account Number - Ending Character	<input type="text" value=";"/>
Fast Cash Collection	Bank Account Number - Leading Character	<input type="text" value="AC"/>
Fast Cash Collection	Check Number - Ending Character	<input type="text" value="/"/>
Fast Cash Collection	Check Number - Leading Character	<input type="text" value="CK"/>
Fast Cash Collection	Check Scanner COM Port Number	<input type="text" value="1"/>
Fast Cash Collection	Check Scanner End Of Line Character	<input type="text" value=""/>
Fast Cash Collection	Remove Check Number Delimiter	<input checked="" type="checkbox"/>
Fast Cash Collection	Routing Number - Ending Character	<input type="text" value=";"/>
Fast Cash Collection	Routing Number - Leading Character	<input type="text" value="PTTR"/>
Govern	Allow Charge Data Entry	<input type="checkbox"/>

Questions & Answers



Thank you!