

# Accessing CACHE/Orion Reports via Control D

CACHE/Orion

CACHE & Orion Reports are available from Control D, Control D is a web-based application and is accessible from your browser.

The steps below display an example of how to access the Weekly status Report.

## Step 1. Login to Control D

- Launch Control D via the following link:  
<http://ctrlid.apps.anz.wa>
- Enter login credentials:  
User name: <as per CACHE username>  
Password: <as per CACHE password>  
Host: EODS-F



## Step 2. Search for the Weekly Status Report

In the **Report Parameters** tab, specify the following:

- Report name\*: **XP5146\***
- Job name: **\*\*C\***
- Index name: Can leave blank, or if you know the Officer Code details it can improve the search by inputting **OFF** and inserting the Officer Code number in the Index value field
- Index value: Can leave blank, or populate Officer Code number
- User: **U-0770\***
- Report status: Tick the **Active & Migrated** boxes

\* Insert CACHE or Orion report name (see appendix 1)  
\*\*Specify CMM\* or CIM\* depending on prefix in CACHE/Orion reports manual

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- In the **Date & Time** tab, tick the **Last report only** button, as shown (or if searching for a specific date, deselect this button and enter date range)
- Click **Apply**

CONTROL-D/WebAccess Server - Filter - Microsoft Internet Explorer provided by ANZ

**Filter Report List**

Select the criteria for filtering the report list:

Filter name: Last used filter

Report Parameters | **Date & Time**

☒ Last Report Only

Default Apply

### Step 3. Filter Report for your Manager Set

After selecting Apply, the most recent Weekly status report should be returned in the Results list, as shown here:

Report List

Connected to EODS-F as GTS102

| ControlID Report Name | Order Date | User   | Job Name | Save | Print | Email | Pages |
|-----------------------|------------|--------|----------|------|-------|-------|-------|
| XP5146 WEEKLY STATUS  | 200112     | U-0770 | CMMID196 |      |       |       | 13732 |

You can apply an index to view data for a specific manager set only. To do this:

- Hover the mouse on the report title
- Select Index

Report List

Connected to EODS-F as GTS102

| ControlID Report Name | Logical View | Order Date | User   | Job Name |
|-----------------------|--------------|------------|--------|----------|
| XP5146 WEEKLY STATUS  | View As >    | 200112     | U-0770 | CMMID196 |

Index

Print

Host Print

Properties

- Select **OFF** from Available indexes
- Enter your manager set number into the field
- Click 'View'

CONTROL-D/WebAccess Server - Select Index - Microsoft Internet Explorer provided by ANZ

**Select Index** XP5146 WEEKLY STATUS

Select Index Values:

Available Indexes

- CCC
- OFF

Logical View: No logical views

View As: Use default transformer

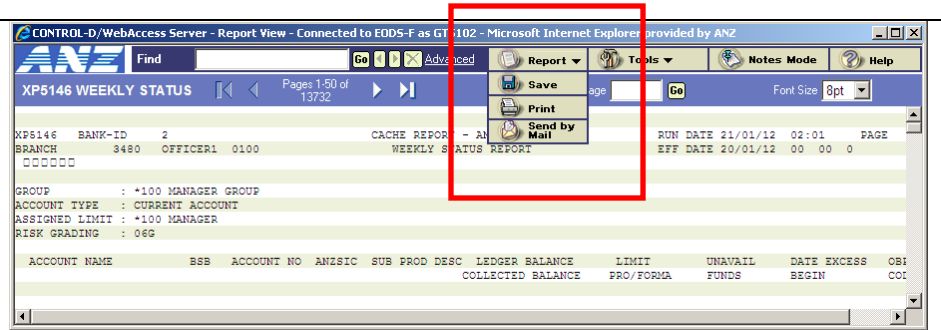
Print View

## Accessing CACHE/Orion Reports via Control D

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Note: The report can be saved in PDF, text or Excel format if required.

Click [here](#) for instructions on how to extract the reports into Excel



**You can also search for historical/multiple reports by specifying a date range in the Date&Time tab as below:**

- Click the Filter tab
- Click the Date&Time tab, unselect the 'Last report only' button if it is selected
- Enter a date as per the example (the example shown specifies the range 01/09/12 → 04/10/12)

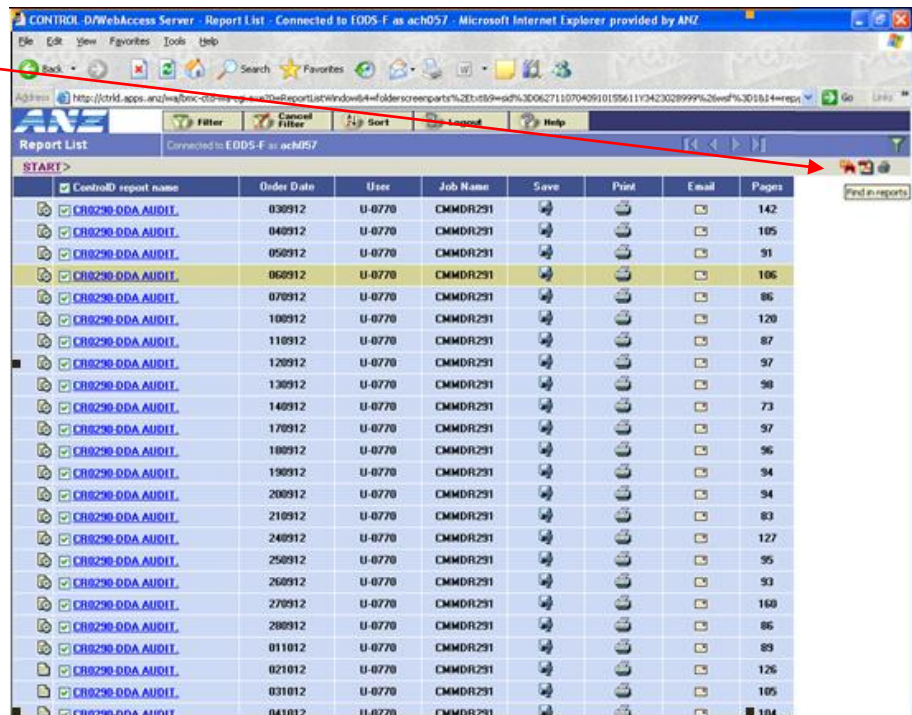
- The report list will be displayed with the reports from your specific date range
- Here you can select the reports individually or search for data in all the reports. To search all reports, select the ControID report name box, this will highlight ALL reports in the list.

| Report List                   |                  |            |        |          |      |       |       |       |
|-------------------------------|------------------|------------|--------|----------|------|-------|-------|-------|
| Connected to EOD5-F as ach057 |                  |            |        |          |      |       |       |       |
| START >                       |                  |            |        |          |      |       |       |       |
| ControID                      | report name      | Order Date | User   | Job Name | Save | Print | Email | Pages |
| <input type="checkbox"/>      | CR0290-DDA AUDIT | 030912     | U-0770 | CMMDR291 |      |       |       | 142   |
| <input type="checkbox"/>      | CR0290-DDA AUDIT | 040912     | U-0770 | CMMDR291 |      |       |       | 105   |
| <input type="checkbox"/>      | CR0290-DDA AUDIT | 050912     | U-0770 | CMMDR291 |      |       |       | 91    |
| <input type="checkbox"/>      | CR0290-DDA AUDIT | 060912     | U-0770 | CMMDR291 |      |       |       | 106   |
| <input type="checkbox"/>      | CR0290-DDA AUDIT | 070912     | U-0770 | CMMDR291 |      |       |       | 86    |
| <input type="checkbox"/>      | CR0290-DDA AUDIT | 100912     | U-0770 | CMMDR291 |      |       |       | 120   |
| <input type="checkbox"/>      | CR0290-DDA AUDIT | 110912     | U-0770 | CMMDR291 |      |       |       | 87    |
| <input type="checkbox"/>      | CR0290-DDA AUDIT | 120912     | U-0770 | CMMDR291 |      |       |       | 97    |
| <input type="checkbox"/>      | CR0290-DDA AUDIT | 130912     | U-0770 | CMMDR291 |      |       |       | 98    |
| <input type="checkbox"/>      | CR0290-DDA AUDIT | 140912     | U-0770 | CMMDR291 |      |       |       | 73    |
| <input type="checkbox"/>      | CR0290-DDA AUDIT | 170912     | U-0770 | CMMDR291 |      |       |       | 97    |
| <input type="checkbox"/>      | CR0290-DDA AUDIT | 180912     | U-0770 | CMMDR291 |      |       |       | 96    |
| <input type="checkbox"/>      | CR0290-DDA AUDIT | 190912     | U-0770 | CMMDR291 |      |       |       | 94    |
| <input type="checkbox"/>      | CR0290-DDA AUDIT | 200912     | U-0770 | CMMDR291 |      |       |       | 94    |
| <input type="checkbox"/>      | CR0290-DDA AUDIT | 210912     | U-0770 | CMMDR291 |      |       |       | 83    |
| <input type="checkbox"/>      | CR0290-DDA AUDIT | 240912     | U-0770 | CMMDR291 |      |       |       | 127   |
| <input type="checkbox"/>      | CR0290-DDA AUDIT | 250912     | U-0770 | CMMDR291 |      |       |       | 95    |

## Accessing CACHE/Orion Reports via Control D

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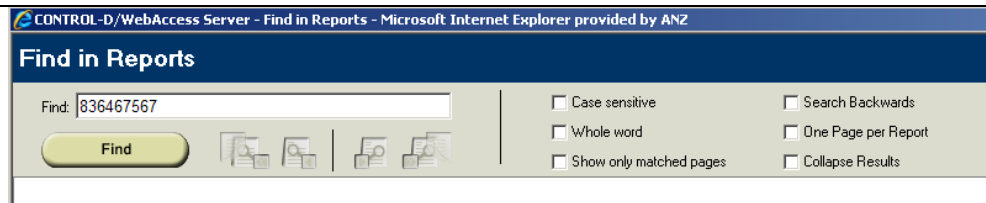
- a. Then select the "Find in reports" icon



| ControlD report name                                 | Order Date | User   | Job Name | Save | Print | Email | Pages |
|--|------------|--------|----------|------|-------|-------|-------|
| <input checked="" type="checkbox"/> CR8290 DDA AUDIT | 030912     | U-0770 | CMMDR291 |      |       |       | 142   |
| <input checked="" type="checkbox"/> CR8290 DDA AUDIT | 040912     | U-0770 | CMMDR291 |      |       |       | 105   |
| <input checked="" type="checkbox"/> CR8290 DDA AUDIT | 050912     | U-0770 | CMMDR291 |      |       |       | 91    |
| <input checked="" type="checkbox"/> CR8290 DDA AUDIT | 060912     | U-0770 | CMMDR291 |      |       |       | 106   |
| <input checked="" type="checkbox"/> CR8290 DDA AUDIT | 070912     | U-0770 | CMMDR291 |      |       |       | 86    |
| <input checked="" type="checkbox"/> CR8290 DDA AUDIT | 100912     | U-0770 | CMMDR291 |      |       |       | 120   |
| <input checked="" type="checkbox"/> CR8290 DDA AUDIT | 110912     | U-0770 | CMMDR291 |      |       |       | 87    |
| <input checked="" type="checkbox"/> CR8290 DDA AUDIT | 120912     | U-0770 | CMMDR291 |      |       |       | 97    |
| <input checked="" type="checkbox"/> CR8290 DDA AUDIT | 130912     | U-0770 | CMMDR291 |      |       |       | 98    |
| <input checked="" type="checkbox"/> CR8290 DDA AUDIT | 140912     | U-0770 | CMMDR291 |      |       |       | 73    |
| <input checked="" type="checkbox"/> CR8290 DDA AUDIT | 170912     | U-0770 | CMMDR291 |      |       |       | 97    |
| <input checked="" type="checkbox"/> CR8290 DDA AUDIT | 180912     | U-0770 | CMMDR291 |      |       |       | 96    |
| <input checked="" type="checkbox"/> CR8290 DDA AUDIT | 190912     | U-0770 | CMMDR291 |      |       |       | 94    |
| <input checked="" type="checkbox"/> CR8290 DDA AUDIT | 200912     | U-0770 | CMMDR291 |      |       |       | 94    |
| <input checked="" type="checkbox"/> CR8290 DDA AUDIT | 210912     | U-0770 | CMMDR291 |      |       |       | 83    |
| <input checked="" type="checkbox"/> CR8290 DDA AUDIT | 240912     | U-0770 | CMMDR291 |      |       |       | 127   |
| <input checked="" type="checkbox"/> CR8290 DDA AUDIT | 250912     | U-0770 | CMMDR291 |      |       |       | 95    |
| <input checked="" type="checkbox"/> CR8290 DDA AUDIT | 260912     | U-0770 | CMMDR291 |      |       |       | 93    |
| <input checked="" type="checkbox"/> CR8290 DDA AUDIT | 270912     | U-0770 | CMMDR291 |      |       |       | 160   |
| <input checked="" type="checkbox"/> CR8290 DDA AUDIT | 280912     | U-0770 | CMMDR291 |      |       |       | 86    |
| <input checked="" type="checkbox"/> CR8290 DDA AUDIT | 011012     | U-0770 | CMMDR291 |      |       |       | 89    |
| <input checked="" type="checkbox"/> CR8290 DDA AUDIT | 021012     | U-0770 | CMMDR291 |      |       |       | 126   |
| <input checked="" type="checkbox"/> CR8290 DDA AUDIT | 031012     | U-0770 | CMMDR291 |      |       |       | 105   |
| <input checked="" type="checkbox"/> CR8290 DDA AUDIT | JAN012     | JAN020 | CMMDR291 |      |       |       | JAN   |

- a. This screen will appear, key in the search parameter in the "Find" field eg: (Account Number) "836467567"

This option will search each report for the specific "find" search parameter and provide you with the results.



CONTROL-D/WebAccess Server - Find in Reports - Microsoft Internet Explorer provided by ANZ

### Find in Reports

Find:

☐ Case sensitive      ☐ Search Backwards  
☐ Whole word      ☐ One Page per Report  
☐ Show only matched pages      ☐ Collapse Results

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- The results list will be displayed with the pages containing the data listed in your search parameter eg: "836467567"
- Select the page you would like to expand

CONTROL-D/WebAccess Server - Find in Reports - Microsoft Internet Explorer provided by ANZ

### Find in Reports

Find:

☐ Case sensitive ☐ Search Backwards  
☐ Whole word ☐ One Page per Report  
☐ Show only matched pages ☐ Collapse Results

[Expand all pages](#) / [Collapse all pages](#)

☐ Find results from report 'CR0290-DDA AUDIT':  
☐ Page 1 (9 matches were found):

|          |           |                   |         |           |
|----------|-----------|-------------------|---------|-----------|
| Line 15: | 836467567 | STMT CYCLE 1      | IS      | DA        |
| Line 19: | 836467567 | DATE NEXT DB INT  | 1140514 | 1140515   |
| Line 22: | 836467567 | NEXT STMT DATE    | 1141114 |           |
| Line 24: | 836467567 | GP LT INTERCHANGE | N       | E         |
| Line 26: | 836467567 | INVESTOR IND      |         | S         |
| Line 28: | 836467567 | AC NO DR/CR INT   | 1       | 834995534 |
| Line 30: | 836467567 | AC NO DR WITHHOLD |         | 834995534 |
| Line 32: | 836467567 | SUB PRODUCT CODE  |         | 43        |
| Line 38: | 836467567 | WITHHOLD CODE     | IC      | TC        |

☐ Find results from report 'CR0290-DDA AUDIT':  
☐ Page 1 (2 matches were found):

|          |           |                   |         |         |
|----------|-----------|-------------------|---------|---------|
| Line 21: | 836467567 | DATE NEXT DB INT  | 1140515 | 1140516 |
| Line 24: | 836467567 | GP LT INTERCHANGE | E       | N       |

☐ Find results from report 'CR0290-DDA AUDIT':  
☐ Page 1 (One match was found):

|          |           |                |    |    |
|----------|-----------|----------------|----|----|
| Line 19: | 836467567 | ACCOUNT STATUS | 09 | 12 |
|----------|-----------|----------------|----|----|

- This then displays the report you selected with the data requested highlighted.

CR0290-DDA AUDIT. Pages 1-50 of 125

| CR0290         | BANK-ID           | 2             | CACHE REPORT - ANZ BANK       |  |
|----------------|-------------------|---------------|-------------------------------|--|
| COST CENTRE    | 2052              | OFFICER1 0107 | DDA MAINTENANCE AUDIT JOURNAL |  |
| □□□□□□         |                   |               |                               |  |
| ACCOUNT NUMBER | FIELD             | OLD DATA      | NEW DATA                      |  |
| 836467567      | DATE NEXT DB INT  | 1140515       | 1140516                       |  |
|                | INT REVIEW DATE   | 1140516       | 1140519                       |  |
| 836467567      | GP LT INTERCHANGE | E             | N                             |  |

### **Extracting reports:**

There are 2 ways to extract the reports into excel:

1. If you run the same reports frequently, you can set up a template in Control D for each report to be automatically aligned every time you run the report. To access this process click here: [Logical View](#) or
2. If you need to extract the report as a “one-off” from Control D into excel, click here to access the process: [Control D – Excel](#)

# Accessing CACHE/Orion Reports via Control D

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## Appendix 1

This is a list of frequently used reports, for a full list and description of the reports, refer to the [CACHE reports](#) document on MAX.

**To access other CACHE & Orion reports, change the report name as follows, (remember to include an asterisk):**

| Nature of information  | Report to be Accessed                                     | Search term:    |
|--|---|-----------------|
| <b>Account Status Information</b>  | Dormant Accounts Journal                                  | <b>CR0012*</b>  |
|  | Stagnant Accounts Journal                                 | <b>CR0025*</b>  |
|  | Average Balances  | <b>CR5221*</b>  |
|  | Certificate of Maturity Forecast                          | <b>DR5155*</b>  |
|  | Commercial Bill Forthcoming Maturities                    | <b>LA5101*</b>  |
|  | LA Limit Past Due for Review                              | <b>LA5104*</b>  |
|  | Certificate of Outstanding CBs/ Clean Credits/ Guarantees | <b>LA5107*</b>  |
|  | Trial Balance   | <b>LA5109*</b>  |
|  | Commercial Bills Full Print Schedule                      | <b>LA5114*</b>  |
|  | Commercial Bills Portfolio                                | <b>LA5115*</b>  |
|  | Purged Accounts   | <b>LA5130*</b>  |
|  | Accounts Due for Review                                   | <b>XP5120*</b>  |
|  | Daily Refer List  | <b>XP5133*</b>  |
|  | Weekly Status   | <b>XP5146*</b>  |
|  | Group Balances  | <b>XP5147*</b>  |
|  | Lending Exceptions  | <b>XP5155*</b>  |
| <b>Audit of Account Maintenance</b>                                      | Online Maintenance Audit Journal                          | <b>CR0290*</b>  |
|  | Maintenance Audit journal                                 | <b>CR5199*</b>  |
| <b>Fees &amp; Interest</b>   | Monthly Interest Rate                                     | <b>CR5301*</b>  |
|  | LA Fees Collected Transaction journal                     | <b>LA5110*</b>  |
|  | Overdraft Line Fee  | <b>SR5109*</b>  |
|  | Line Fee Adjustments                                      | <b>SR5110*</b>  |
|  | Loan Administration Charges                               | <b>SR5112*</b>  |
|  | LAF Fee Collected   | <b>XP5110*</b>  |
|  | Facility Arrangement Line Fee Collected                   | <b>CIMS027*</b> |
|  | Facility Arrangement Commitment Fee Collected             | <b>CIMS028*</b> |
|  | Facility Arrangement Fee Report                           | <b>CIMS029*</b> |
| <b>Transaction Monitoring</b>  | Large Items   | <b>CR0021*</b>  |
|  | Rejected Items  | <b>CR5161*</b>  |
|  | Online Debit Transaction Posting Journal                  | <b>DR5217*</b>  |
|  | Online Transaction Posting Journal                        | <b>DR5223*</b>  |
|  | LA Transaction Posting Journal                            | <b>LA5106*</b>  |
| <b>Other</b>   | Reports Issued List                                       | <b>XP5250*</b>  |
| <b>You can filter for your manager set as specified in Step 3 above.</b> |   |                 |

### **Further information describing the content of these reports is available on MAX:**

1. CACHE Reports Reference Guide on MAX

<https://secure.sharepoint.apps.anz/teams/CBO/CacheOrionPipeline/files/Shared%20Documents/Max%20Static%20Information/BAU%20Max%20Documentation/CACHE/CACHE%20Orion%20Reports%20Reference%20Guide.pdf>

2. Relationship Banking Operational & Procedures Manual on MAX:

[http://max.anz/anz/sites/site.asp?ui\\_page=D8440C48-438F-45BC-831D-AC13F4080D19](http://max.anz/anz/sites/site.asp?ui_page=D8440C48-438F-45BC-831D-AC13F4080D19)

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