## Upload New Batch

Page Name: Upload.aspx

Clicking Upload button executes the following

* p\_DeleteClaim\_Upload: Deletes all of the old records from temp table Claims\_Upload.
* Uploads Excel (.xls) spreadsheet with the following field names to temp table Claims\_Upload:
  + AccountNumber
  + BorrowerName
  + DischargeType
  + Servicer
  + DateReceived
  + DateLoaded is not in the spreadsheet but is the default value in this table and set to GETDATE()
* p\_Insert\_Claims\_New: Copies records from temp table Claims\_Upload to table Claims. Field ‘Approve’ is set to True for Discharge Types ‘TLF’ and ‘Death’. All other discharge types are set to False.

## Update Batch (Approve Batch)

Page Name: UpdateBatch.aspx

Search: Executes p\_SearchBatch. Searches for accounts where DateCompleted IS NULL.

Parameters:

* Servicer
* DischargeType
* DateReceived

Update Batch executes p\_UpdateClaimApproval –

* Approval = True
* DateCompleted = GETDATE
* LoanAnalyst = Current Loan Analyst logged in

## Reports

Page Name: Exports.aspx

Exports an Excel file to send to the servicers

p\_UpdateServicerInformedDate\_Report. Parameters:

* ServicerInformedDate = entered by the user

Looks for accounts only where DateCompleted IS NOT NULL and ServicerInformedDate IS NULL. ServicerInformedDate is updated when the user exports the file.