



THE GOOD GUYS®

**ACL Analytics Module
Accounts Payable &
Vendor Master**

Payroll & Employee Master

Exception Tests

User Instruction

Prepared by

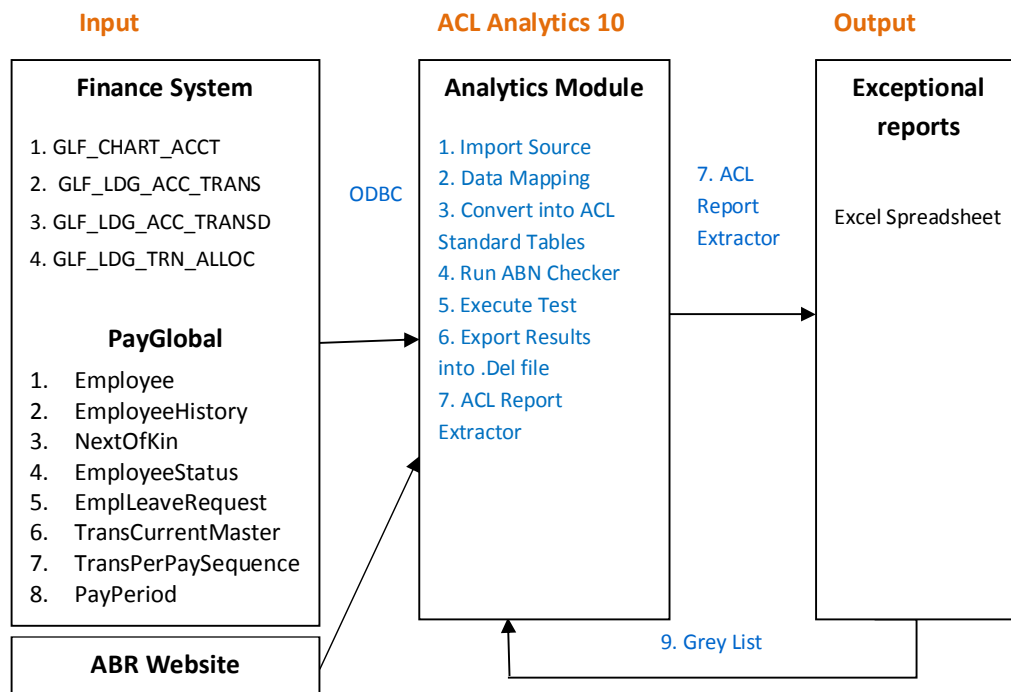
Nancy Li

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1 Overview

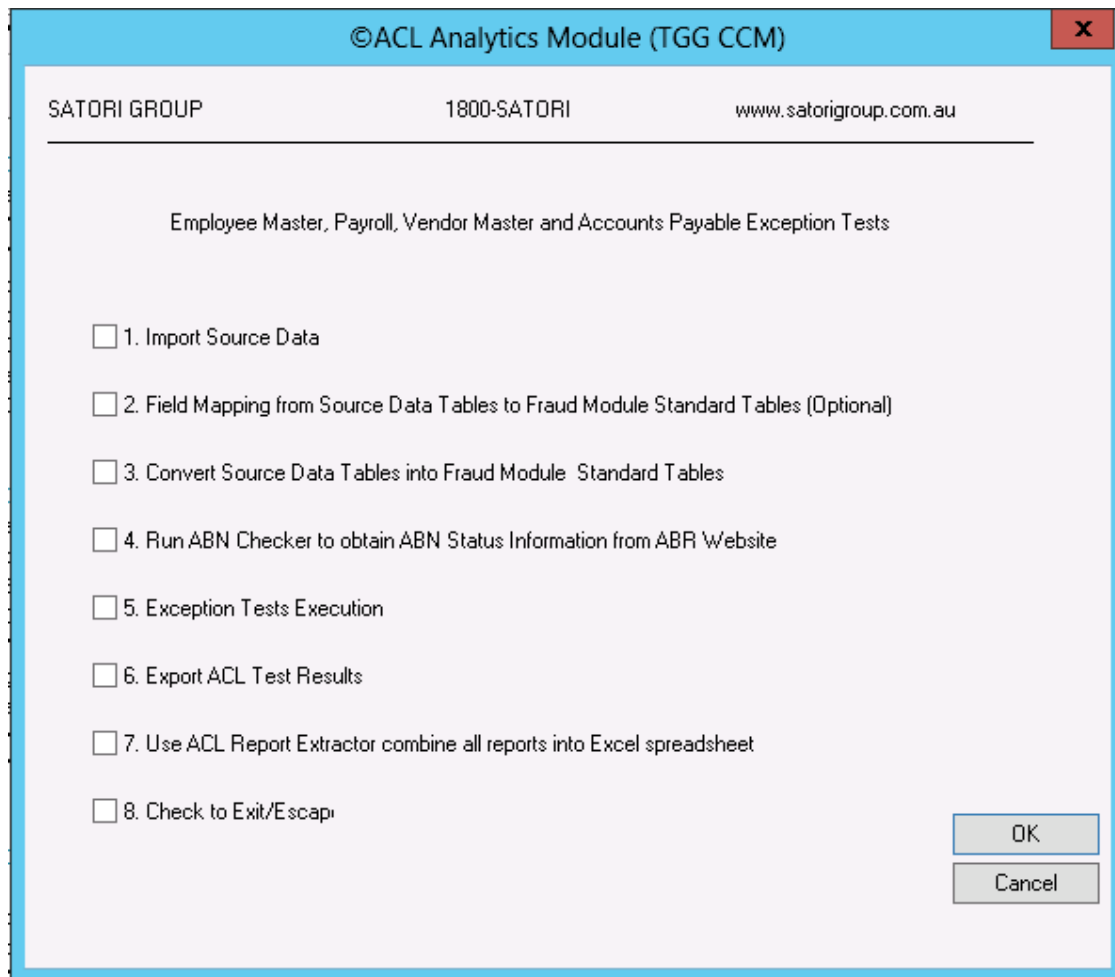
1.1 Solution Overview



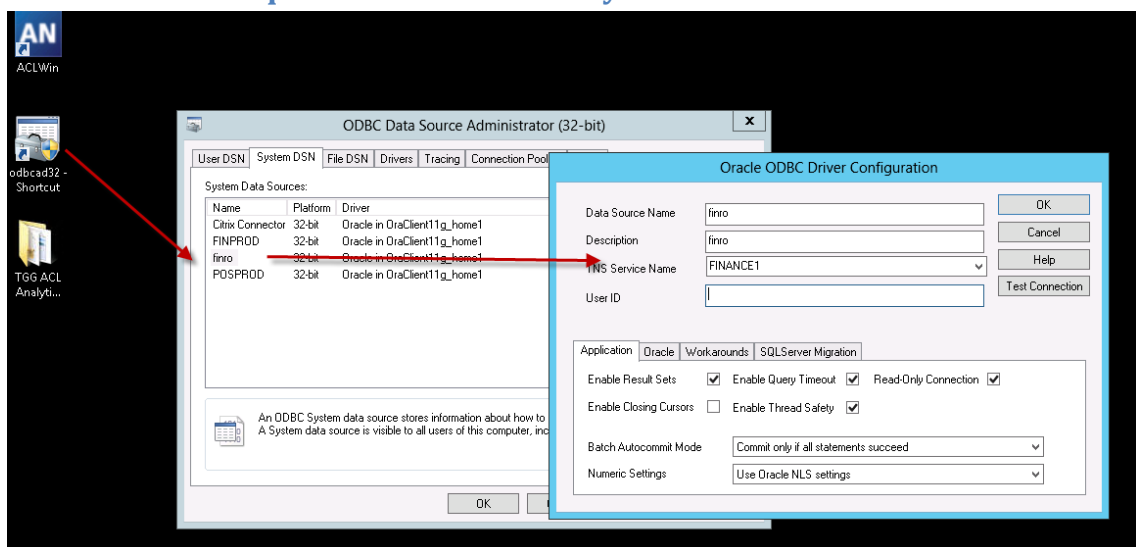
1.2 Operation Procedures

1. Import source files from Finance system into ACL via ODBC.
2. Link source files to TGG ACL Analytics Module standard field by using ACL Fraud menu (Optional).
This is optional, because when Nancy installed the application, have set it up. Users don't have to run this step.
3. Convert Data into ACL Standard Tables by using ACL menu.
4. Run ABN Checker to obtain latest ABN status information from ABR website
5. Run exception tests
6. Export tests results into delimited files
7. Use ACL Report Extractor to load all files into one Excel spread sheet with pretty format.
8. Exit/Done
9. Grey list maintenance

For more details, please refer to the next sections.



1.3 Source Tables required from FINANCE System



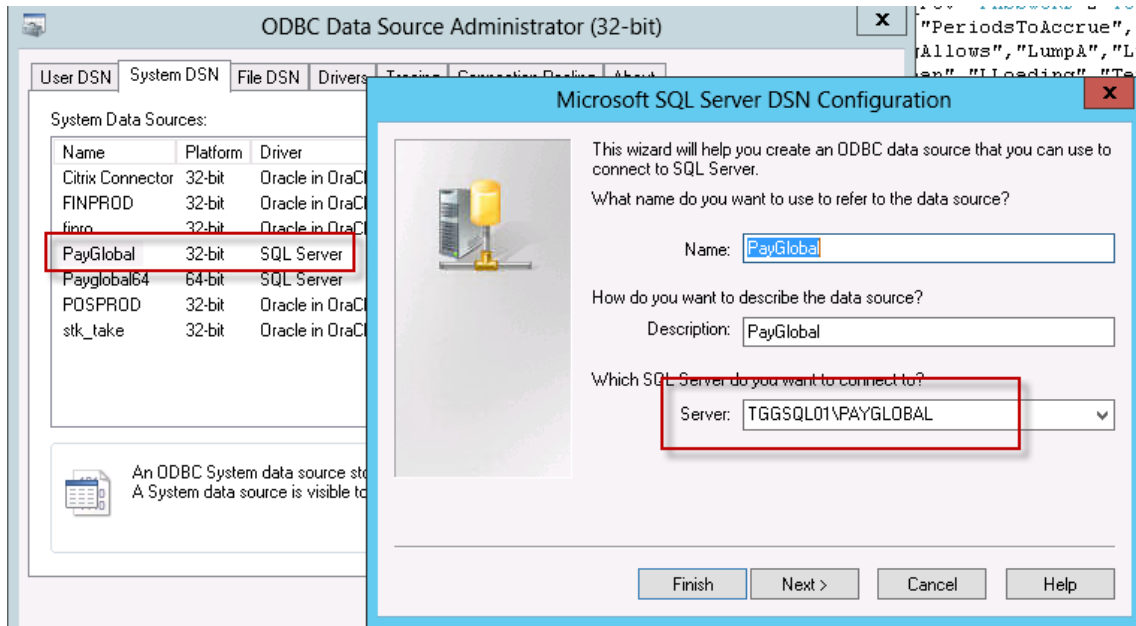
ACL only accepts 32 bit ODBC driver. (C:\Windows\SysWOW64\odbcad32.exe)

TGG create 32 bit ODBC connections for Finance1 System, e.g. **FINTPROD**

Provide public ACL user “**fino**” with read permission to the following tables:

1. GLF_CHART_ACCT
2. GLF_LDG_ACC_TRANS
3. GLF_LDG_ACC_TRANSD
4. GLF_LDG_TRN_ALLOC

1.4 Source Tables required from PayGlobal System



TGG create 32bit ODBC connections for PayGlobal System, e.g. **PayGlobal**

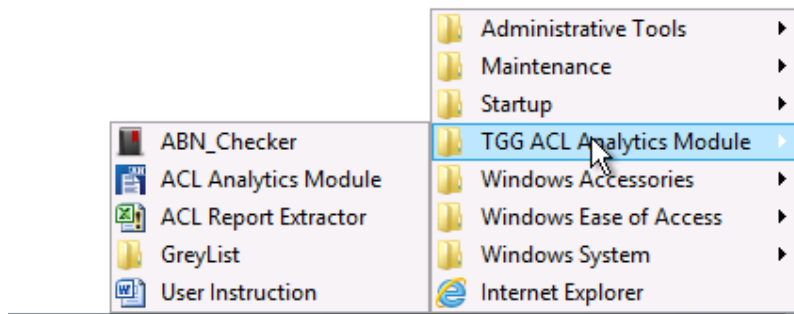
Provide public ACL user “**tggac1**” with read permission to the following tables:

1. Employee
2. EmployeeHistory
3. NextOfKin
4. EmployeeStatus
5. EmplLeaveRequest
6. TransCurrentMaster
7. TransPerPaySequence
8. PayPeriod

1.4 TGG ACL Analytics Module

TGG ACL Analytics Module has been installed on server (tggac1prd.tgglocal.com.au)

Start -> Programs -> TGG ACL Analytics Module



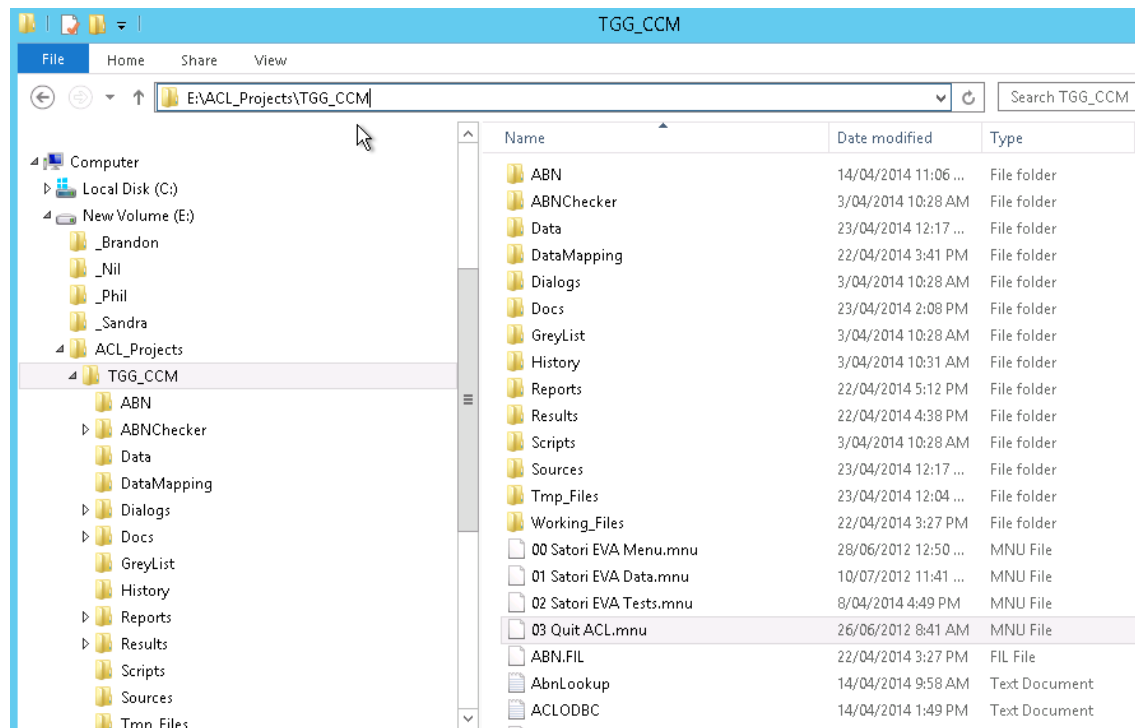
- **TGG ACL Analytics Module** – ACL application to import/convert/execute tests/generate exceptions into ACL files.
- **ACL Report Extractor** – Excel application to extract all ACL exceptional results into excel spreadsheet.
- **GreyList** – to maintain the greylist into excel files, so you can grey list the employee from the particular test.
- **User Instruction** – lead you to this user menu.
- **ABN Checker** – obtain the latest ABN information from ABR website

Source Files for the application

On the user computer, the relevant applications are prepared on the folder “E:\ACL_PROJECTS\TGG_CCM”, open this folder, you can find all the source files for the **TGG ACL Analytics Module** application for UTAS, as well as their test results and grey list folder.

TGG ACL Analytics Module Application is installed in

E:\ACL_PROJECTS\TGG_CCM



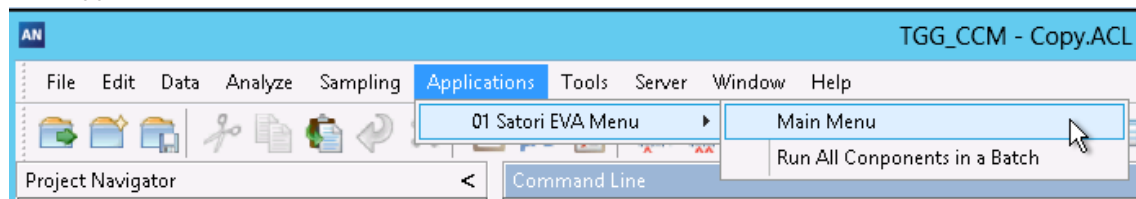
2 TGG ACL Analytics Module Menu Introduction

Click **Start -> Programs -> TGG ACL Analytics Module -> TGG ACL Analytics Module**

Or Click the short cut on the desktop – **TGG ACL Analytics Module**

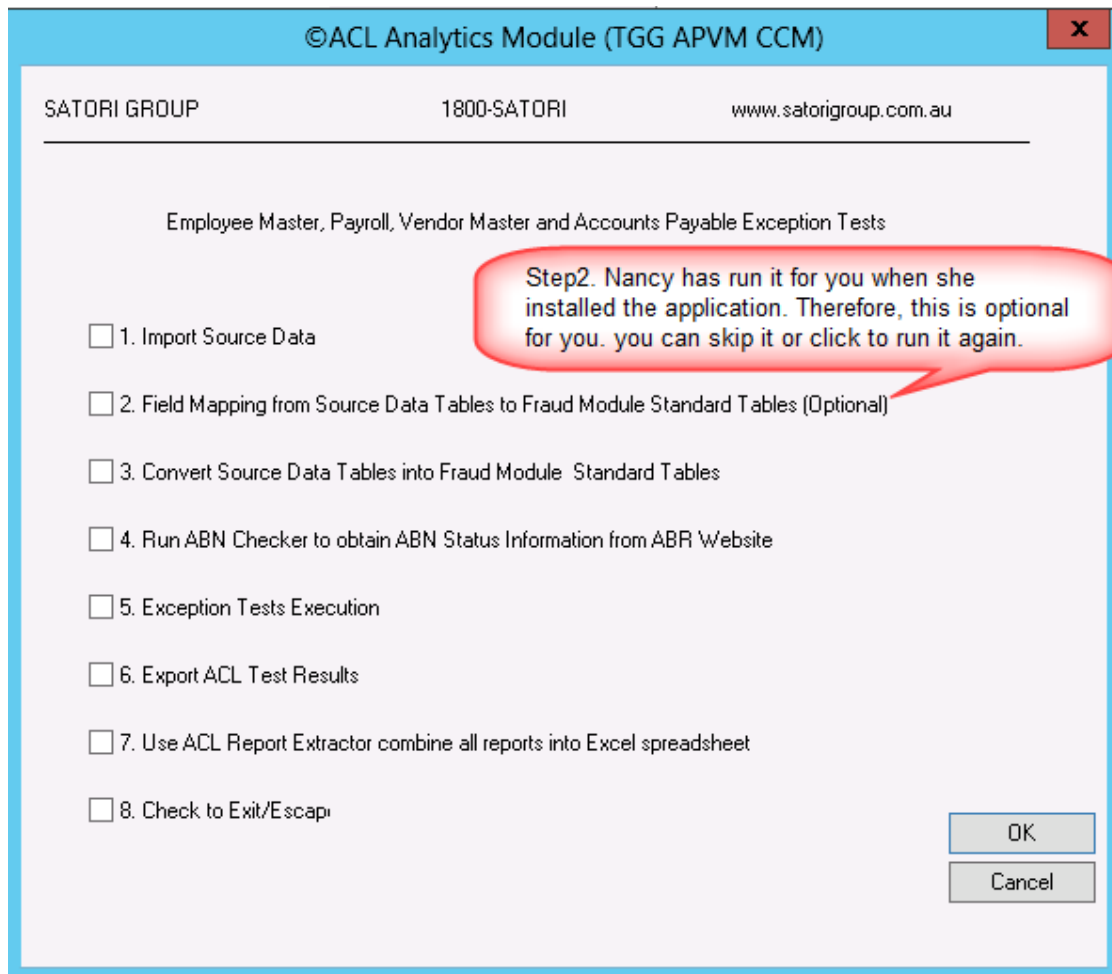
The ACL application is now opened. You can choose Main Menu:

click **Applications -> 01 Satori EVA Menu -> Main Menu**



The procedures normally split into 8 steps:

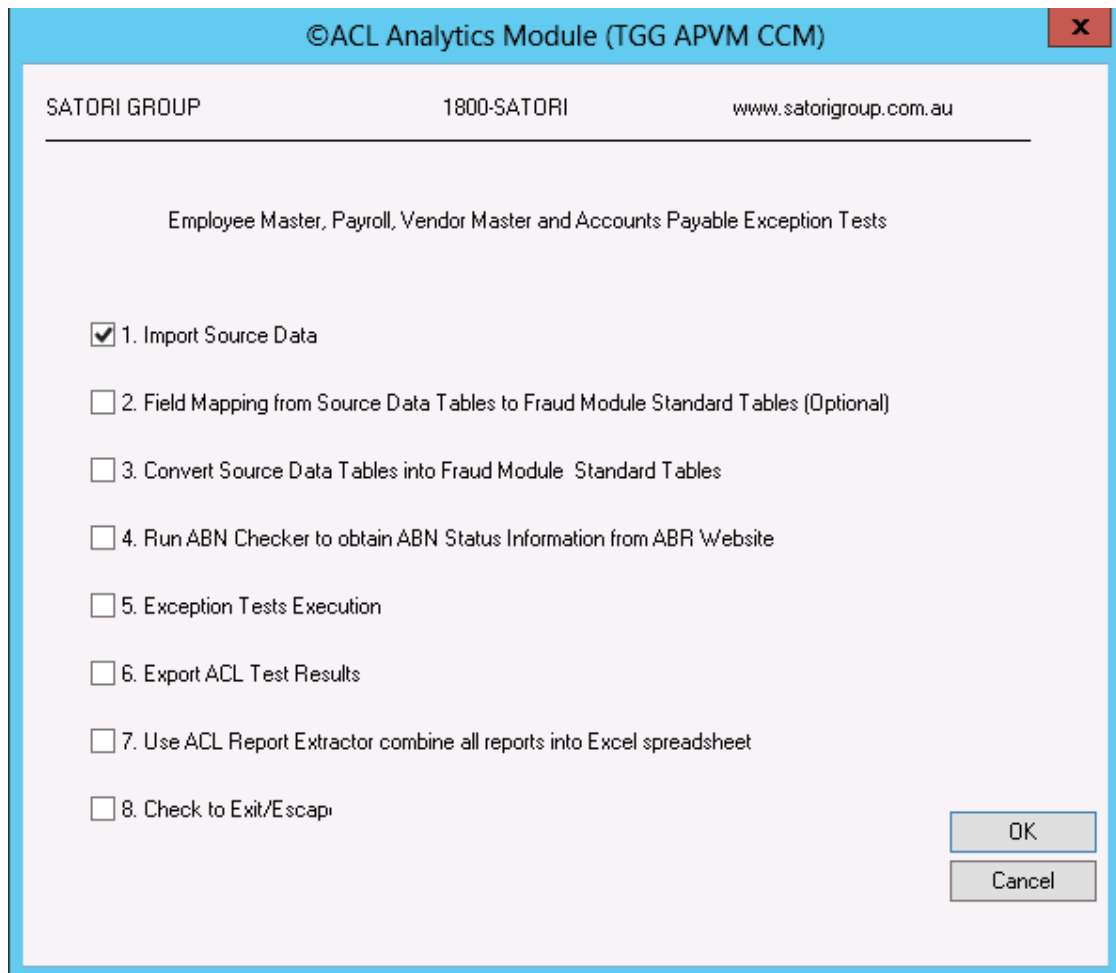
- ➔ 1. Import source data into ACL
- ➔ 2. Link Data Fields or set up the Mapping (Optional)
- ➔ 3. Convert Source Data into ACL Module Standard Tables
- ➔ 4. Run ABN Checker to obtain ABN Status Information from ABR Website
- ➔ 5. Exception Tests Execution
- ➔ 6. Export ACL Test Results into delimited files
- ➔ 7. Use ACL Report Extractor combine all reports into Excel spreadsheet
- ➔ 8. Exit the application



2.1 Import Source Data from SAP

Before importing the source data, please make sure the server where the fraud module is implemented has the ODBC connection setup property by IT, for more information please refer to [section 1.3](#).

Check the first item “**1. Import Source Data**”, then click OK.



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Employee Master, Payroll, Vendor Master and Accounts Payable Exception Tests

- ☒ 1. Import Source Data
- ☐ 2. Field Mapping from Source Data Tables to Fraud Module Standard Tables (Optional)
- ☐ 3. Convert Source Data Tables into Fraud Module Standard Tables
- ☐ 4. Run ABN Checker to obtain ABN Status Information from ABR Website
- ☐ 5. Exception Tests Execution
- ☐ 6. Export ACL Test Results
- ☐ 7. Use ACL Report Extractor combine all reports into Excel spreadsheet
- ☐ 8. Check to Exit/Escape

OK
Cancel

To avoid the data extraction taking too long, so please make sure the data range period is less than 1 year.

TGG CCM: Enter Import Details

Importing Finance for Universities Fraud Module Tests

☒ Import Accounts Payable and Vendor Master data from FINANCE (please keep the maximecence under two years data)

ODBC Source: FINTPROD

ODBC User: finro

AP Transactions Data Range From: 20140807 To 20141105 YYYYMMDD

☐ Do tests on this period invoices only

☒ Combine/Append this period invoices into the previous extracted invoices

☒ Import Payroll and Employee Master data from PayGlobal (always only extract last 12 months' data)

ODBC Source: PayGlobal

ODBC User: tggac1

OK
Cancel

You can either select checkbox “Import AP & VM data from FINANCE system” or select checkbox “import Payroll and EM data from PayGlobal” or select both.

There is an option for you to choose to **Do tests on this period invoices only** or **Combine/Append this period invoices into the previous extracted invoices** for the accounts payable tests.

- **Do tests on this period invoices only** – for example, if you only want to do the tests based on the period that you just provide on the data range input boxes, and clear out the old extracted data, then you should choose this option.
- **Combine/Append this period invoices into the previous extracted invoices** – if you have import data into this ACL Fraud Module, for example, 6 months from 01/01/2013 to 30/06/2013. Now you want to extract another 6 months data from 01/07/2013 to 31/12/2013, and you want to do the Accounts Payable tests (e.g. duplicate invoices) on a whole year period, then you should choose this option. This fraud module will combine the new period data into the that data that have been on the Module.

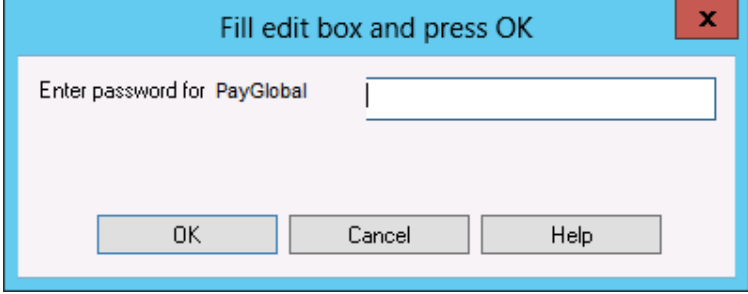
Click OK, then enter a correct password for FINANCE1 (user finro)

Fill edit box and press OK

Enter password for FINANCE1

OK Cancel Help

If you choose to import data from PayGlobal, then please enter password for PayGlobal



The screenshot shows a standard Windows-style dialog box. The title bar is blue and contains the text 'Fill edit box and press OK' followed by a red close button with a white 'X'. The main area of the dialog is light gray. It contains a label 'Enter password for PayGlobal' followed by a white text input field with a blue border. Below the input field are three buttons: 'OK', 'Cancel', and 'Help', each in a light gray box with a blue border.

Click OK, the ACL starts import the data, it might take hours depends on how big are the source files.

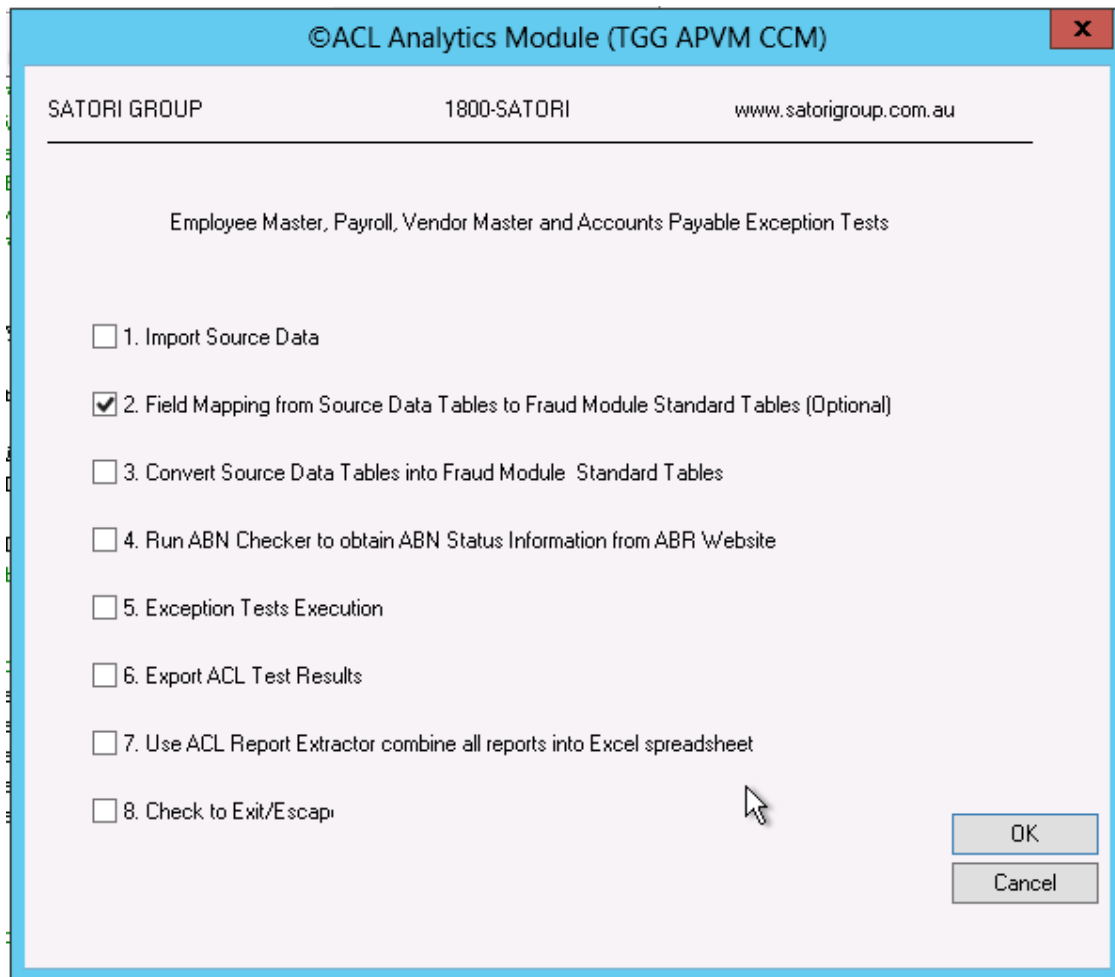
When it is finished, it will show you a message window to tell you that this step has been imported successfully.

2.2 Data Mapping

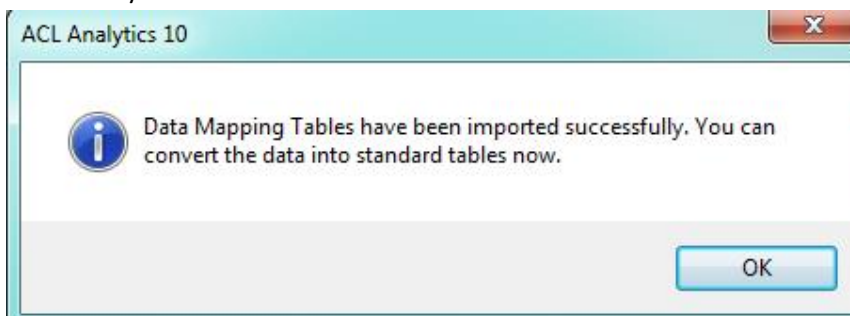
This is to link SAP files' fields to TGG ACL Analytics Module standard fields.

When it's the first time you just implement the TGG ACL Analytics Module, you need to run this step. After that, it is an optional step for the user to run.

As for this step, Nancy Li has run it for you when she installed the application. So it is optional for you to run it or not.



When it finish, it will show you a message window to tell you that this step has been imported successfully.



Please click OK and then you can go to next step.

2.3 Convert data into Fraud Module

Click the check box 3. Convert Source Data Tables into ACL

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Employee Master, Payroll, Vendor Master and Accounts Payable Exception Tests

- ☐ 1. Import Source Data
- ☐ 2. Field Mapping from Source Data Tables to Fraud Module Standard Tables (Optional)
- ☒ 3. Convert Source Data Tables into Fraud Module Standard Tables
- ☐ 4. Run ABN Checker to obtain ABN Status Information from ABR Website
- ☐ 5. Exception Tests Execution
- ☐ 6. Export ACL Test Results
- ☐ 7. Use ACL Report Extractor combine all reports into Excel spreadsheet
- ☐ 8. Check to Exit/Escape

OK
Cancel

Choose the segments you want to convert.

©ACL Analytics Module (TGG CCM) - Convert Data

Select Target Data you want to convert to

- ☒ Accounts Payable Exception Tests
- ☒ Vendor Master File Exception Tests
- ☒ Employee Master File Exception Tests
- ☒ Payroll Exception Tests
- ☐ Check to Exit/Escape

OK
Cancel

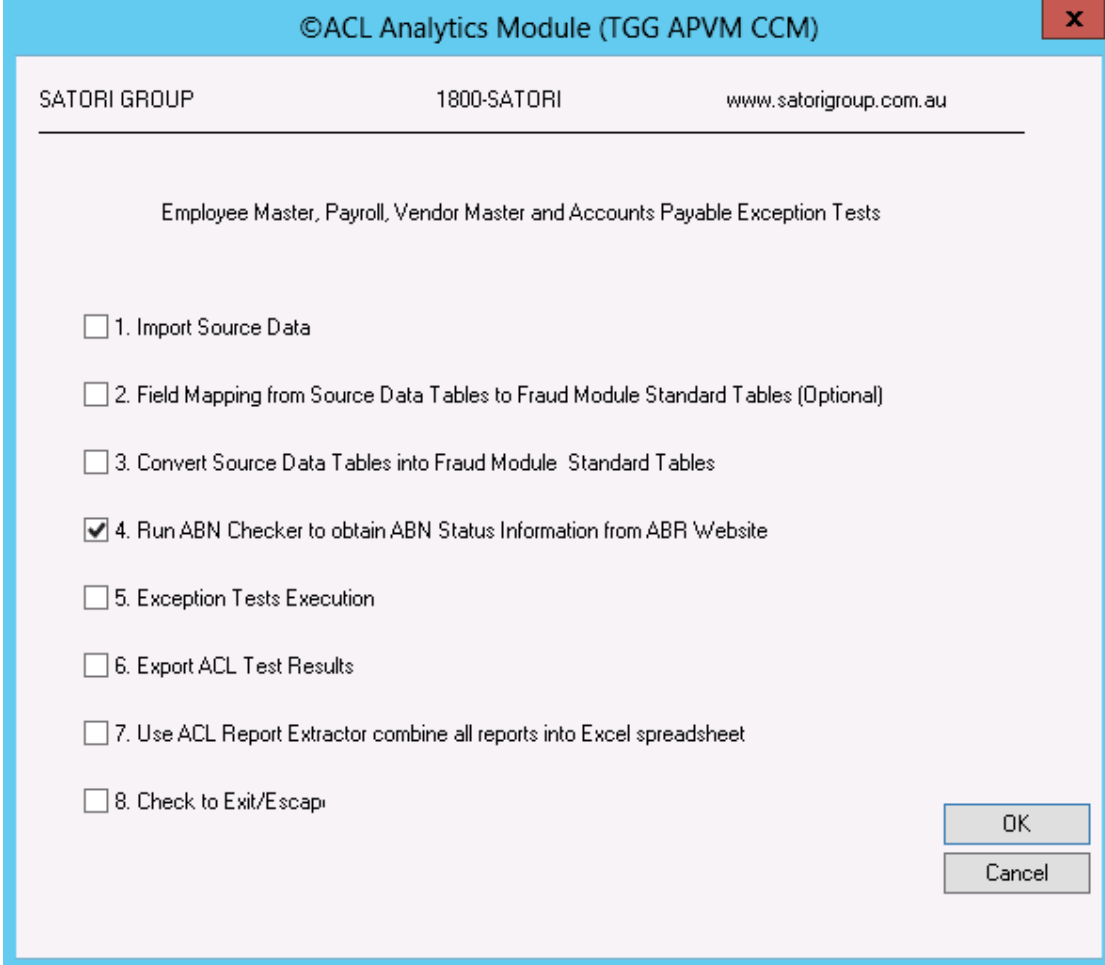
When it finish, it will show you a message window to tell you that this step has been imported successfully.

Please click OK and then you can go to next step.

2.4 Run ABN Checker

Once you have converted the source data into Fraud Module, you need to run the ABN checker to obtain the latest ABN information from ABR website before you start to run the tests.

Check the check box **6. Run ABN Checker**



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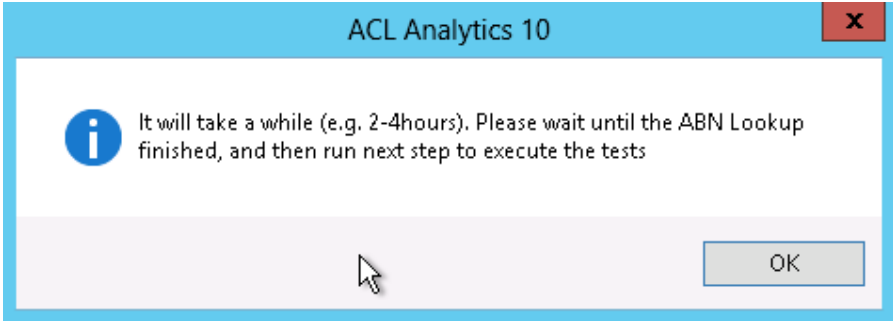
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Employee Master, Payroll, Vendor Master and Accounts Payable Exception Tests

- ☐ 1. Import Source Data
- ☐ 2. Field Mapping from Source Data Tables to Fraud Module Standard Tables (Optional)
- ☐ 3. Convert Source Data Tables into Fraud Module Standard Tables
- ☒ 4. Run ABN Checker to obtain ABN Status Information from ABR Website
- ☐ 5. Exception Tests Execution
- ☐ 6. Export ACL Test Results
- ☐ 7. Use ACL Report Extractor combine all reports into Excel spreadsheet
- ☐ 8. Check to Exit/Escape

OK Cancel

It would take you for a while, for example 2 to 4 hours depends on how many the vendor master ABN records are. You just have to wait until it finished.



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i It will take a while (e.g. 2-4hours). Please wait until the ABN Lookup finished, and then run next step to execute the tests

OK

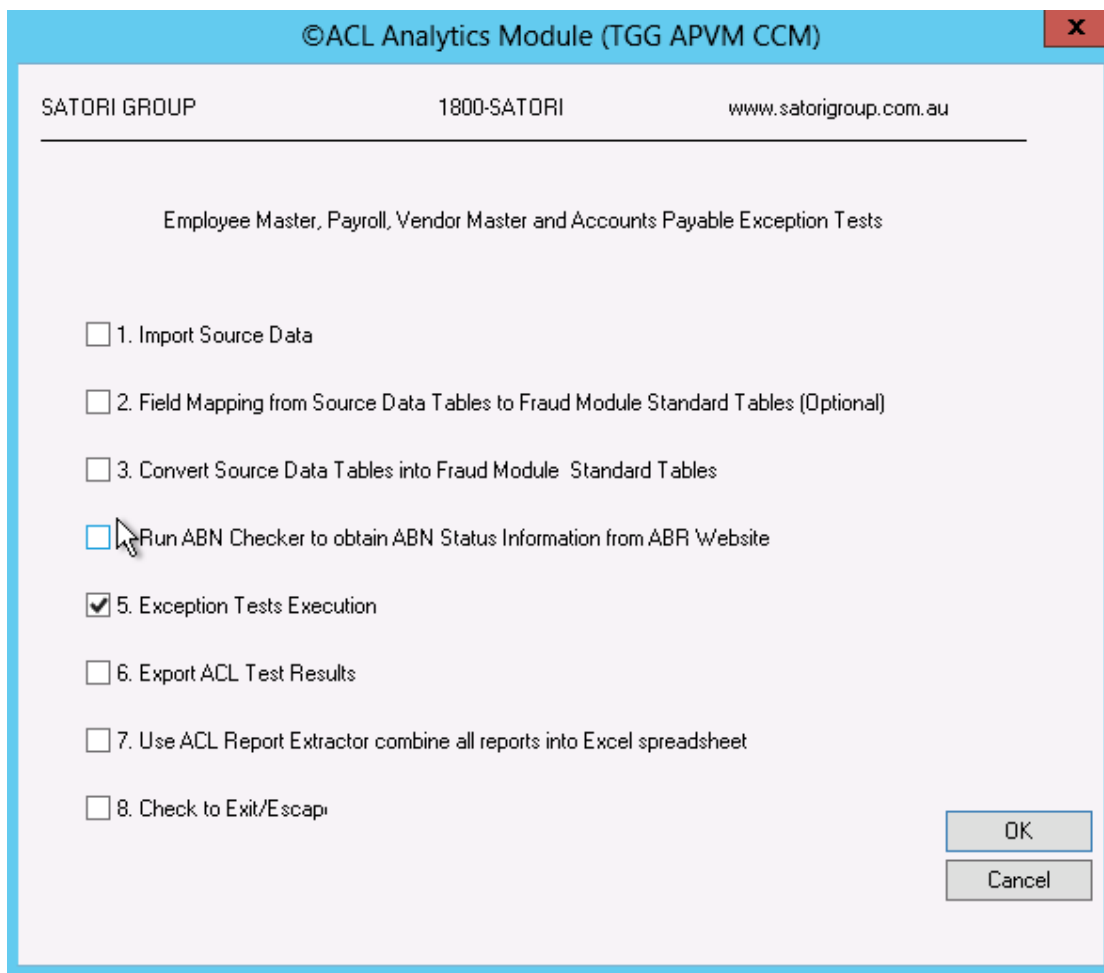
Click OK, the ACL Analytics model will run the ABN Checker to obtain the latest ABN status from the ABR website.



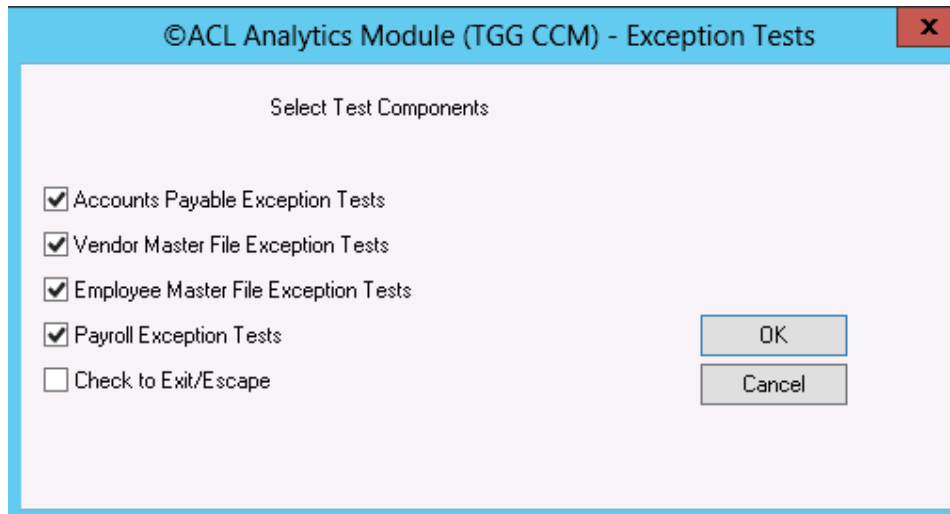
This window will be closed when all ABN(s) information have been updated from the ABR Website.

2.5 Execute exception tests

Check the check box **5. Exception Tests Execution**



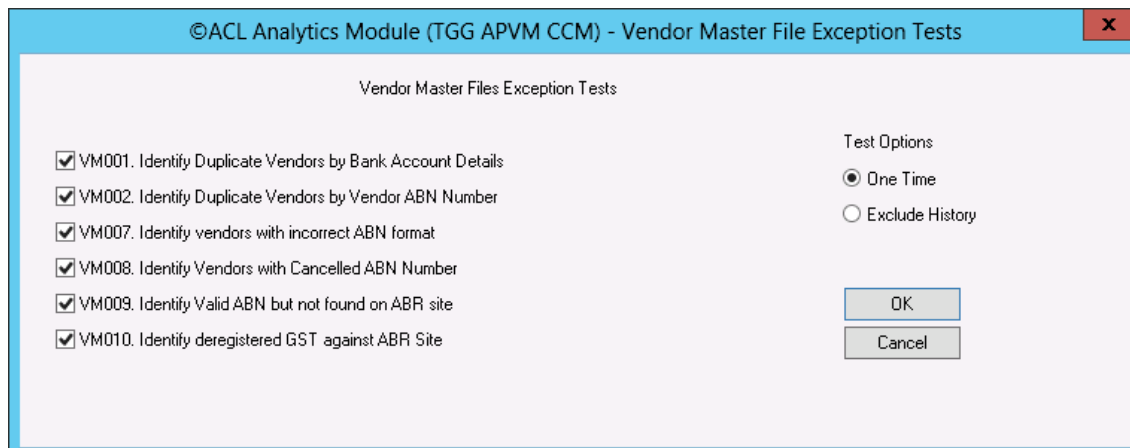
Click Ok



By default, all available vendor master files tests are selected, you also can adjust the tests you want to run or change the input parameters, then click OK.

2.5.1 Vendor Master Files tests

By default, all available Vendor Master file tests are selected.



2.5.2 Accounts Payable Tests

By default, all available Accounts Payable tests are selected.

©ACL Analytics Module (TGG APVM CCM) - Accounts Payable Exception Tests

Accounts Payable Exception Tests

Test Options

☒ One Time

☐ Exclude History

OK

Cancel

☒ AP001. Identify possible Duplicate Invoices by Invoice Number, Amount, Date, and Vendor Number

AP002. Identify possible Duplicate Invoices by Invoice Number, Amount, and Date (different Vendor Number)

AP003. Identify possible Duplicate Invoices by Invoice Number, Amount and Vendor Number (different Date)

☒ AP004. Identify possible Duplicate Invoices by Amount, Date and Vendor Number (different Invoice Number)

☒ AP006. Identify payments made to vendors not in vendor master file

☒ AP007. Identify transactions by vendors not registered for GST who are charging GST

☒ AP015. Identify multiple (>2) transactions against the same one-time vendor

☒ AP016. Identify transactions against vendors with missing or invalid ABN

☒ AP022. Identify discounts missed based on invoice and payment date and terms

☒ AP023. Identify discounts achieved but not awarded based on invoice and payment date and terms

2.5.3 Employee Master Files Tests

By default, all available Employee Master File exception Tests are selected.

©ACL Analytics Module (TGG CCM) - Employee Master File Exception Tests

Employee Master File Exception Tests

Test Options

☒ One Time

☐ Exclude History

OK

Cancel

☒ EM001. Identify Duplicate employees by Tax File No

☒ EM002. Identify Duplicate employees by Bank Account

☒ EM006. Identify employees with missing or incomplete Employee No., Address, Telephone No. Tax File No. Hire Date, Bank Basic Pay details or or Cost Centre / Department

☒ EM009. Identify Employees with Tax File No that Does NOT confirm with ATO algorithm

☒ EM012. Date of birth and age validation: Blank date of birth, employee > 70 years old or employee less than 18 years old

☒ EM015. Employees taking no annual leave in a rolling months period

☒ EM016. Employees taking negative sick leave (Leave balance <= hours)

2.5.4 Payroll Tests

By default, all available Payroll exception tests are selected.

©ACL Analytics Module (TGG CCM) - Payroll Exception Tests

Payroll Exception Tests

Test Options

☒ One Time

☐ Exclude History

OK

Cancel

☒ PR001. Identify employees who received > one payment in the period

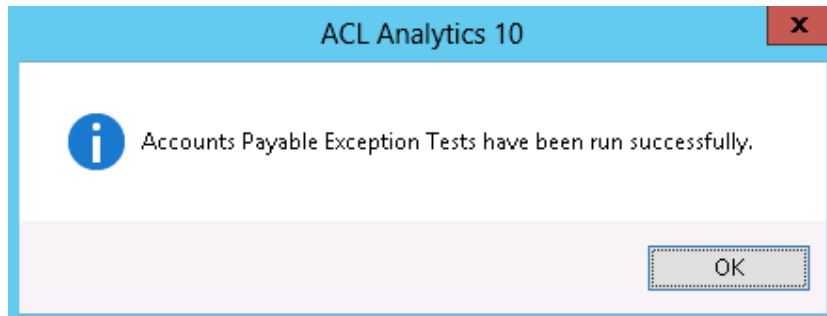
☒ PR002. Identify payments made to employees not in master file

☒ PR003. Identify payments to employees or more days after termination date

☒ PR009. 2 Ratio Test on Payments to staff where payment is times great than average payment over the last months.

You can change the default values for the **input parameters** in the input boxes. And then click OK.

Once all tests have been executed, the system will give you a message to let you know the tests have been run successfully.

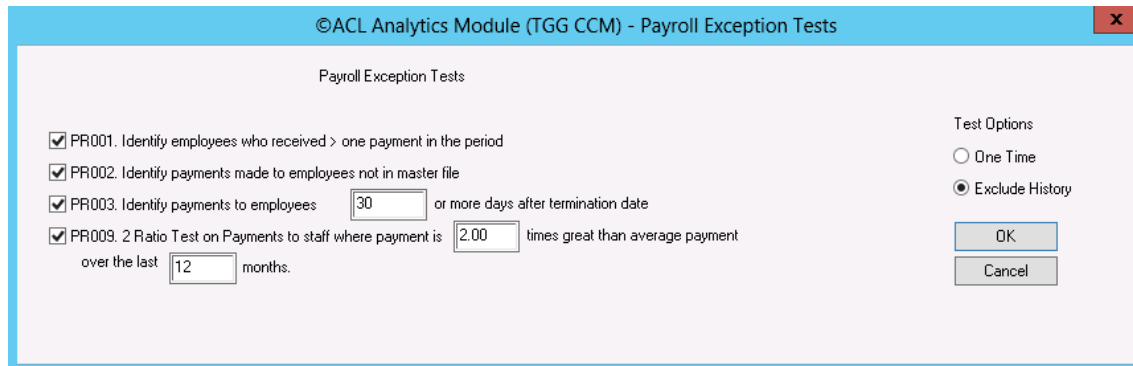


Click OK you can go to the next step.

2.5.5 Test Option

In each component menu, there is a test option to allow you to run tests on “One Time” or “Exclude History”:

- One Time – list all exceptions into the report outputs.
- Exclude History – running reports and storing the exception into history tables, therefore, for the next report runs that is based on the new data set, when user still choose “Exclude History”, ACL Analytics Module only picking exception that occur only since the last script was run.



2.6 Export test results

Go to TGG ACL Analytics Module -> Main Menu, Check the check box **6. Export ACL Test Results**

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Employee Master, Payroll, Vendor Master and Accounts Payable Exception Tests

- ☐ 1. Import Source Data
- ☐ 2. Field Mapping from Source Data Tables to Fraud Module Standard Tables (Optional)
- ☐ 3. Convert Source Data Tables into Fraud Module Standard Tables
- ☐ 4. Run ABN Checker to obtain ABN Status Information from ABR Website
- ☐ 5. Exception Tests Execution
- ☒ 6. Export ACL Test Results
- ☐ 7. Use ACL Report Extractor combine all reports into Excel spreadsheet
- ☐ 8. Check to Exit/Escape

OK

Cancel

Click OK. We suggest you just use all default settings, click OK.

©ACL Analytics Module (TGG CCM) - Export Results

Export Test Results

Where would you like to export the results?

Reports\

Which test components would you like to export?

- ☒ Accounts Payable Exception Tests
- ☒ Vendor Master File Exception Tests
- ☒ Employee Master File Exception Tests
- ☒ Payroll Exception Tests

Select file type for the export

- ☐ Access
- ☐ Excel
- ☐ Text
- ☒ Delimited
- ☐ XML
- ☐ ACL

Export Option

- ☒ Export all tests from the selected component
- ☐ Export part of the tests from the selected compor

OK

Cancel

On this screen, strongly recommend you chose “**Delimited**” file type for the export. Because this is the default file type that the ACL Report Extractor can convert and combine all ACL reports results into the Excel spreadsheet.

Click OK, you have export the all reports into the folder “**Reports**” under the TGG ACL Analytics Module installation folder. (E:\ACL_PROJECTS\TGG_CCM\Reports)

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Test results have been exported into Reports\ successfully.

OK

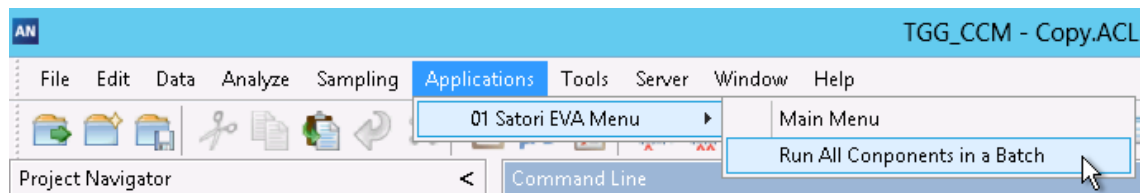
2.7 Run All Components in a Batch

Click **Start -> Programs -> TGG ACL Analytics Module -> TGG ACL Analytics Module**

Or Click the short cut on the desktop – **TGG ACL Analytics Module**

The ACL application is now opened. You can choose Run All Components in a batch:

Click **ACL Menu -> Applications -> 01 Satori EVA Menu -> Run All Components in a batch**



This procedures will combine all steps described above by using default options and input parameters for all components, includes (AP,VM,EM &PR):

- ➔ 1. Import all source data into ACL
- ➔ 2. Link Data Fields or set up the Mapping
- ➔ 3. Convert Source Data into ACL Module Standard Tables
- ➔ 4. Run ABN Checker to obtain ABN Status Information from ABR Website
- ➔ 5. Exception Tests Execution
- ➔ 6. Export ACL Test Results into delimited files
- ➔ 7. Load ACL Report Extractor (a mall Excel program that allow you convert the results into one excel spreadsheet).

However, user still needs to manually operate the ACL Report Extractor, please refer to Section 3. ACL Reports Extractor

TGG CCM: Enter Import Details

Importing Finance for Universities Fraud Module Tests

☒ Import Accounts Payable and Vendor Master data from FINANCE (please keep the maximecence under two years data)

ODBC Source: FINTPROD

ODBC User: finro

AP Transactions Data Range From: 20140807 To: 20141105 YYYYMMDD

☐ Do tests on this period invoices only

☒ Combine/Append this period invoices into the previous extracted invoices

☒ Import Payroll and Employee Master data from PayGlobal (always only extract last 12 months' data)

ODBC Source: PayGlobal

ODBC User: tggac1

OK

Cancel

Click OK, you need to provide the passwords for the user “finro” for Finance, user “tggac1” for PayGlobal.

Click OK, then enter a correct password for FINANCE1 (user finro)

Fill edit box and press OK

Enter password for FINANCE1

OK Cancel Help

Enter password for PayGlobal

Fill edit box and press OK

Enter password for PayGlobal

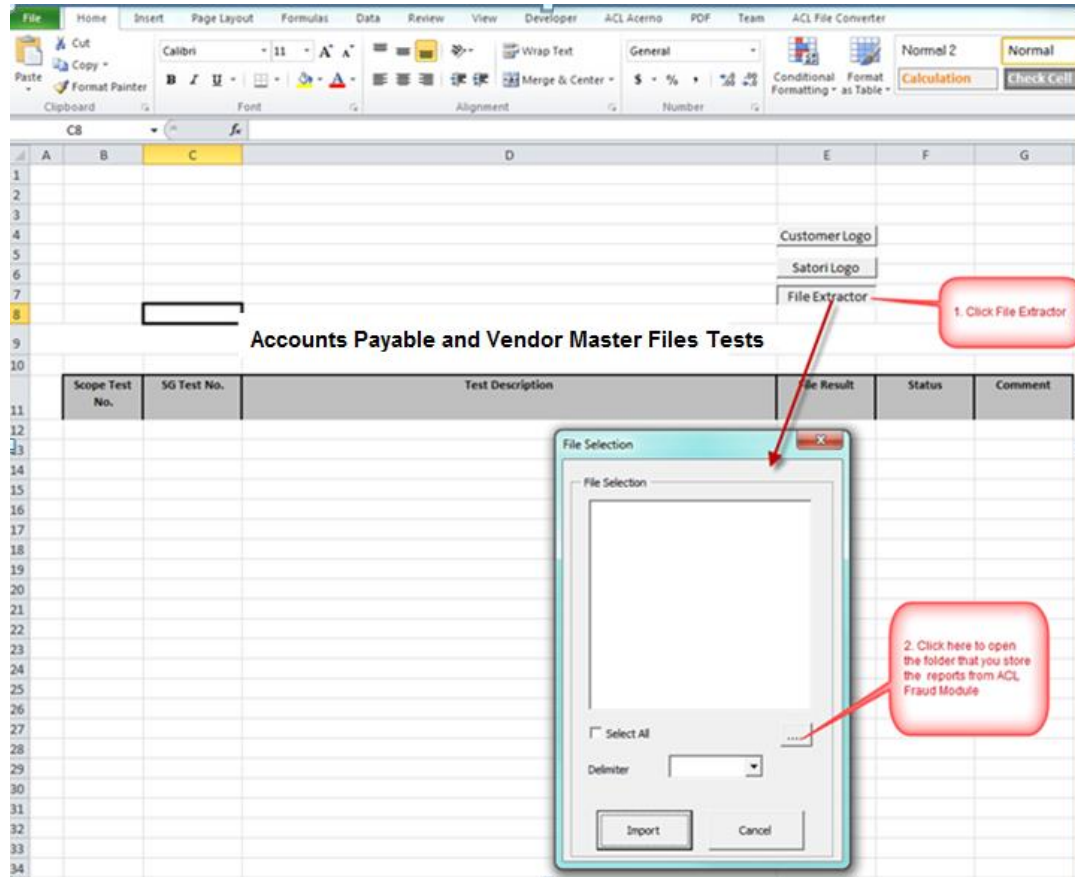
OK Cancel Help

It will take several hours for the ACL to run all steps. It is recommended to submit those jobs in a batch off-work hours.

Once all jobs are finished, the excel program of “ACL Report Extractor” will be open in the window task bar.



Click the **Excel Icon**, you will see the ACL Report Extractor in the following screen.

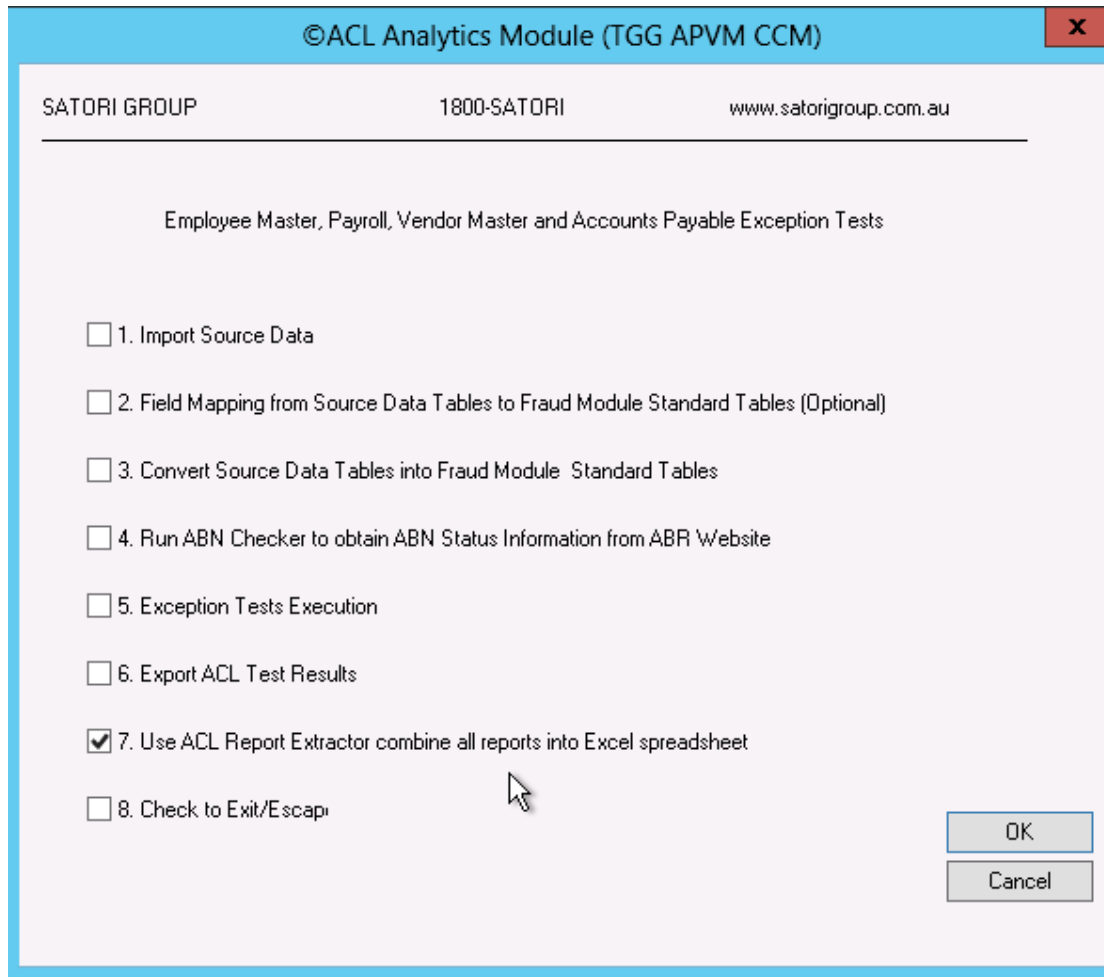


3 ACL Reports Extractor

If you want to load all the ACL results into Excel spreadsheet, then you can use this tool “ACL Reports Extractor” to combine and format the results into one Excel files.

Also, before you use it, you need to make sure you have the Microsoft Office installed on the computer or server you are using this tool.

Go to **TGG ACL Analytics Module -> Main Menu**, Check the check box **7. Use ACL Report Extractor** combine all reports into Excel spreadsheet



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Employee Master, Payroll, Vendor Master and Accounts Payable Exception Tests

- ☐ 1. Import Source Data
- ☐ 2. Field Mapping from Source Data Tables to Fraud Module Standard Tables (Optional)
- ☐ 3. Convert Source Data Tables into Fraud Module Standard Tables
- ☐ 4. Run ABN Checker to obtain ABN Status Information from ABR Website
- ☐ 5. Exception Tests Execution
- ☐ 6. Export ACL Test Results
- ☒ 7. Use ACL Report Extractor combine all reports into Excel spreadsheet
- ☐ 8. Check to Exit/Escape

OK
Cancel

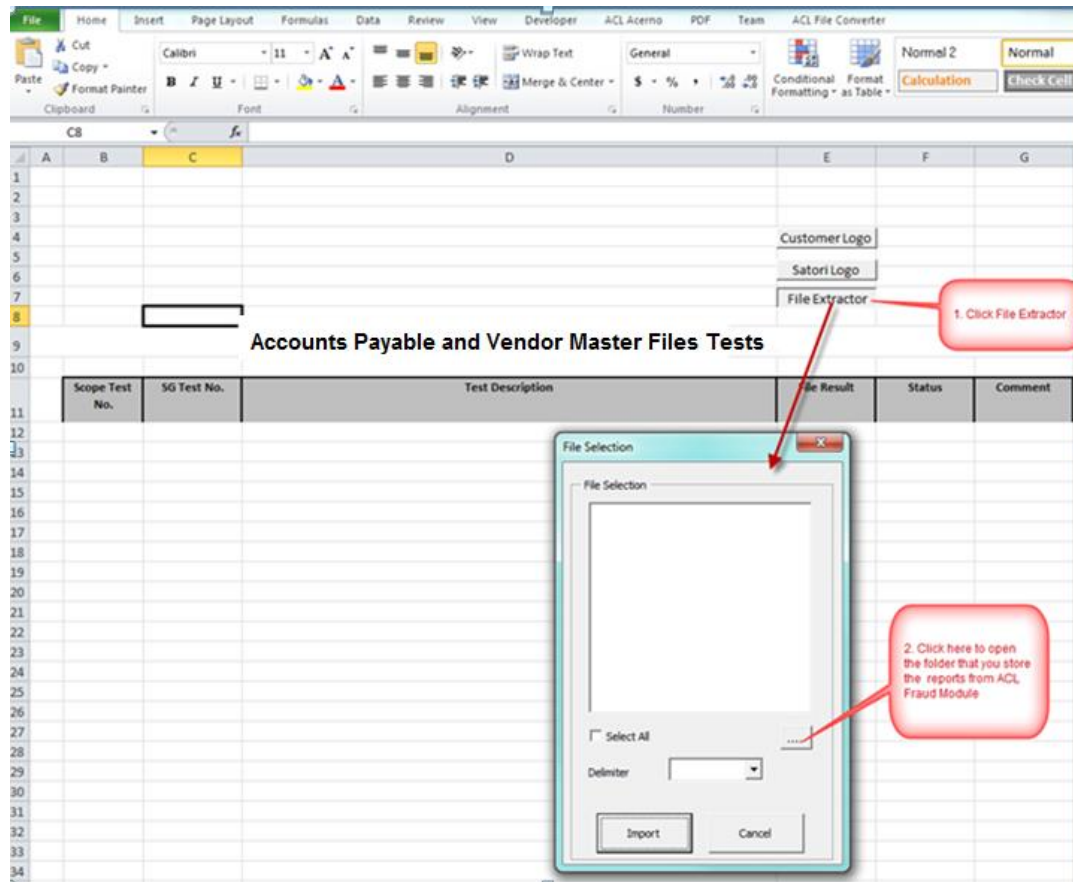
Or

Start -> Programs -> TGG ACL Analytics Module -> ACL Report Extractor

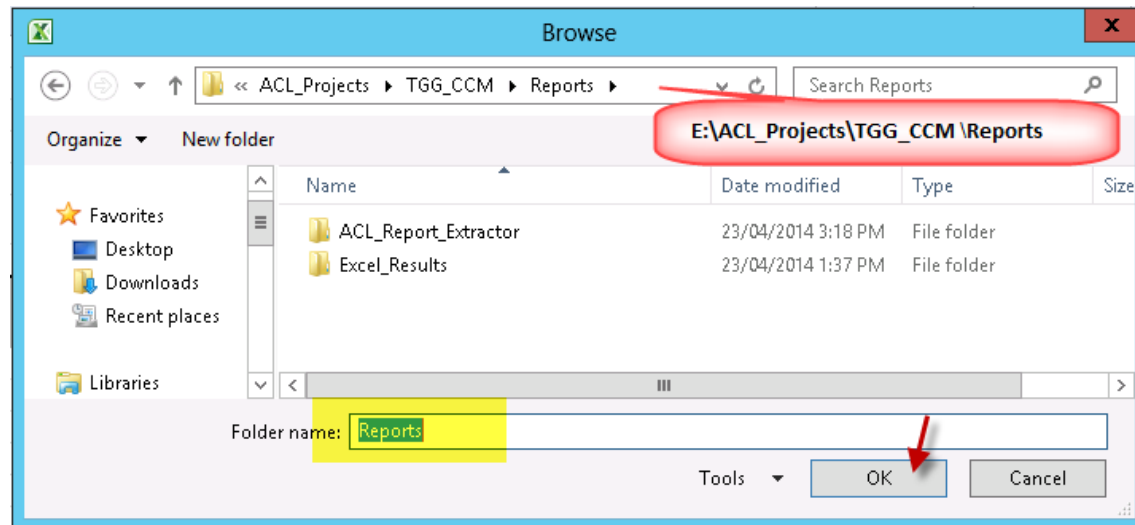
It is an excel application, on the main screen, you will see three buttons:

- **Customer Logo** – to put your company logo into this final report; (optional)
- **Satori Logo** – to put the Satori Logo into this final report; (optional)
- **File Extractor** – to choose the individual reports to extract.

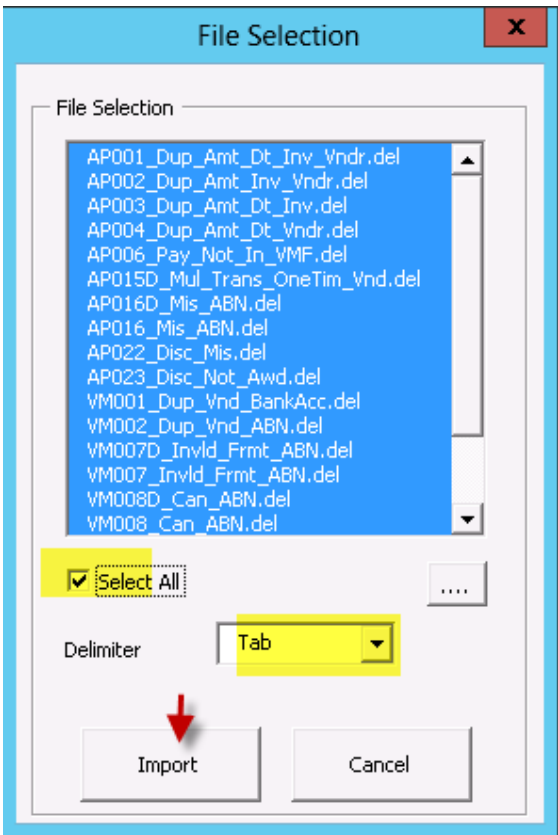
Click button “File Extractor”.



Click button “...” on the dialog.



Click OK. The dialog now is showing you all reports ended by .DEL.



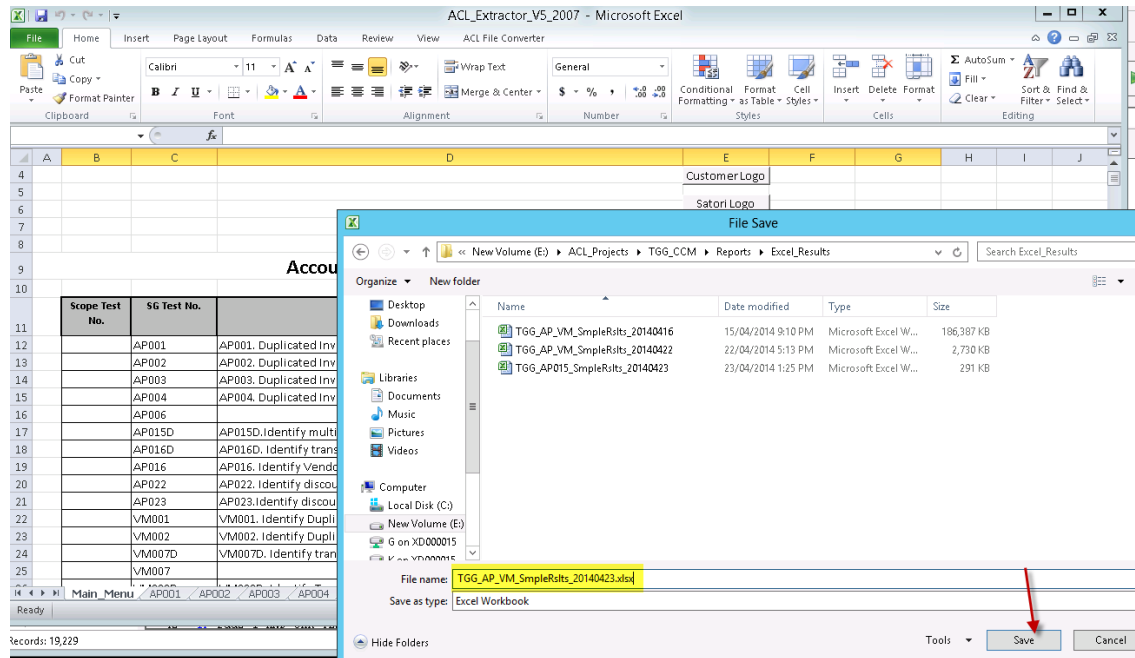
You can choose the individual report or you can select all to choose all the reports. In the Delimiter section, please choose “Tab”, then click Import.

D		E	
		Customer Logo	
		Satori Logo	
		File Extractor	

Accounts Payable & Vendor Master Files Tests

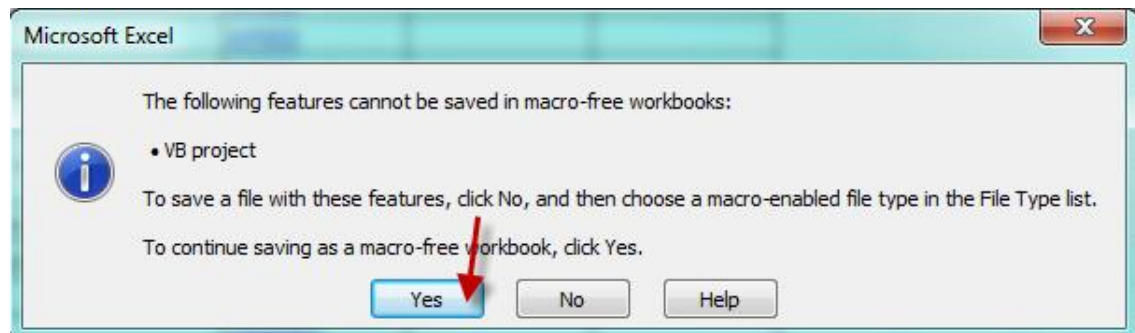
Te		le Result		Sta
<div>Process... Converting Sheet AP004_Dup_Amt_Dt_Vndr.del.....</div>				

Now this ACL Report Convertor will take some time to convert and format the files that you choose. When it finished, it will lead you to the next screen, ask you to save the file.



Choose the Folder that you store the reports generated from TGG ACL Analytics Module, by default, it would store in the **E:\ACL_Projects\TGG_CCM\Reports\Excel_Results**

Click OK. And then Click Yes.



Now all the reports are formatted. You can review the results or do your own investigation.

TGG_AP_VM_SmpleRsits_20140423.xlsx - M

File Home Insert Page Layout Formulas Data Review View Developer PDF Team ACL File Converter

Clipboard Font Alignment Number

H16

A B C D E F G

1 **SATORI** **THE GOOD GUYS**
CONTROL PLAN REPORT ANALYSE INNOVATE

2

3

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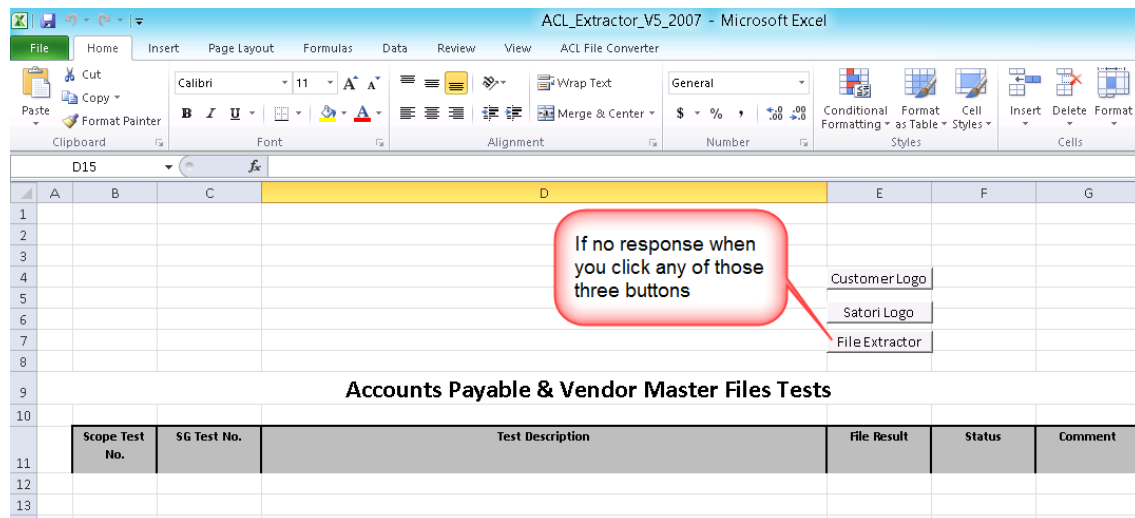
5 **Accounts Payable & Vendor Master Files Tests**

6

SG Test No.	Test Description	File Result	Status	Comment
VM001	VM001. Identify Duplicate Vendors by Bank Account	VM001	Completed	
VM002	VM002. Identify Duplicate Vendors by Vendor ABN Number	VM002	Completed	
VM007	VM007. Identify vendors with incorrect ABN format	VM007	Completed	
VM007D	VM007D. Identify transactions against vendors with Incorrect ABN Format	VM007D	Completed	
VM008	VM008. Identify Deregistered/Cancelled ABN	VM008	Completed	
VM008D	VM008D. Identify Transactions with Inv_Dt > Cancelled ABN Effective Date	VM008D	Completed	
VM009	VM009. Identify Valid ABN but not on ABR site (not found)	VM009	Completed	
VM009D	VM009D. Identify transactions by vendor with Valid ABN but not on ABR site (not found)	VM009D	Completed	
VM010	VM010. Identify transactions by vendors not registered for GST	VM010	Completed	
VM010D	VM010D. Identify transactions by vendors not registered for GST or Inv_Dt > GST expired	VM010D	Completed	
AP016	AP016. Identify Vendors with missing ABN	AP016	Completed	
AP016D	AP016D. Identify transactions against vendors with missing ABN	AP016D	Completed	
AP001	AP001. Duplicated Invoices by InvNo,Amt,Date and VndNbr	AP001	Completed	
AP002	AP002. Duplicated Invoices by InvNo,Amt and VndNbr (Diff Date)	AP002	Completed	
AP003	AP003. Duplicated Invoices by InvNo,Amt and Date (Diff VndNbr)	AP003	Completed	
AP004	AP004. Duplicated Invoices by Vendor,Amt and Date (Diff Invoice Number)	AP004	Completed	
AP006	AP006. Identify payments made to vendors not in vendor master file	AP006	Completed	
AP015D	AP015D. Identify multiple (>2) transactions against the same one-time vendor - Details	AP015D	Completed	
AP022	AP022. Identify discounts missed based on invoice and payment date and terms	AP022	Completed	
AP023	AP023. Identify discounts achieved but not awarded based on invoice and payment date	AP023	Completed	

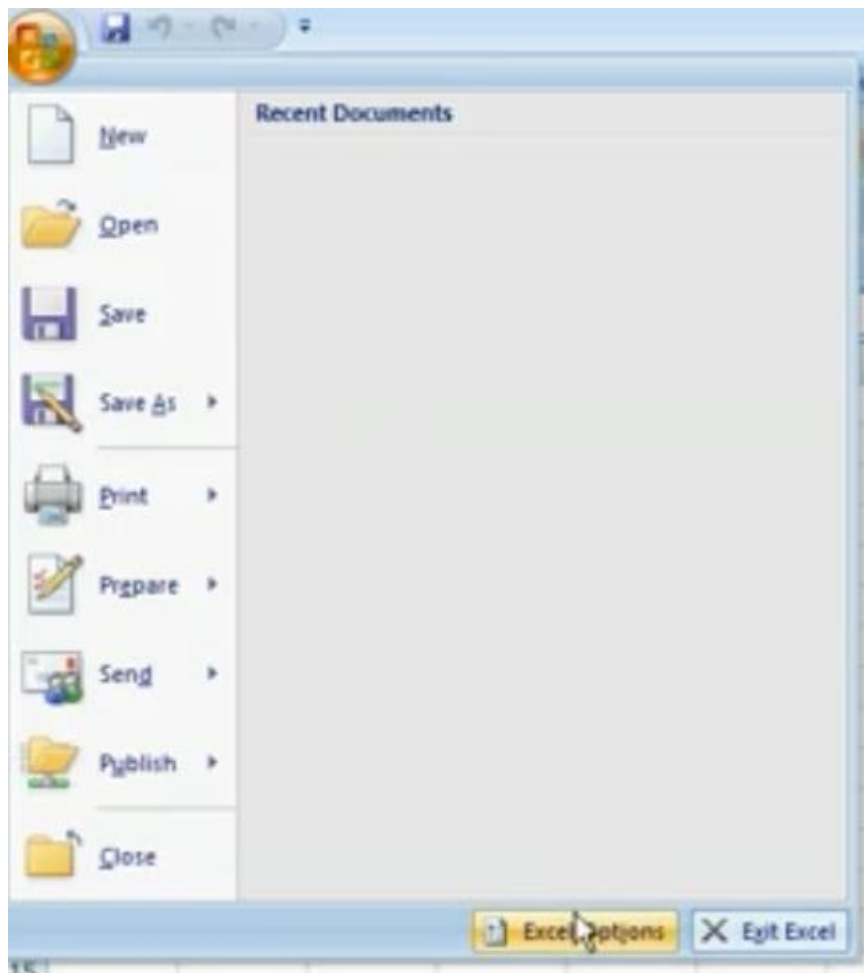
4 Enable running Macro in ACL Reports Extractor

When it is your first time to use the ACL Reports Extractor, you might get some trouble or could not click the button on the main excel spread sheet.

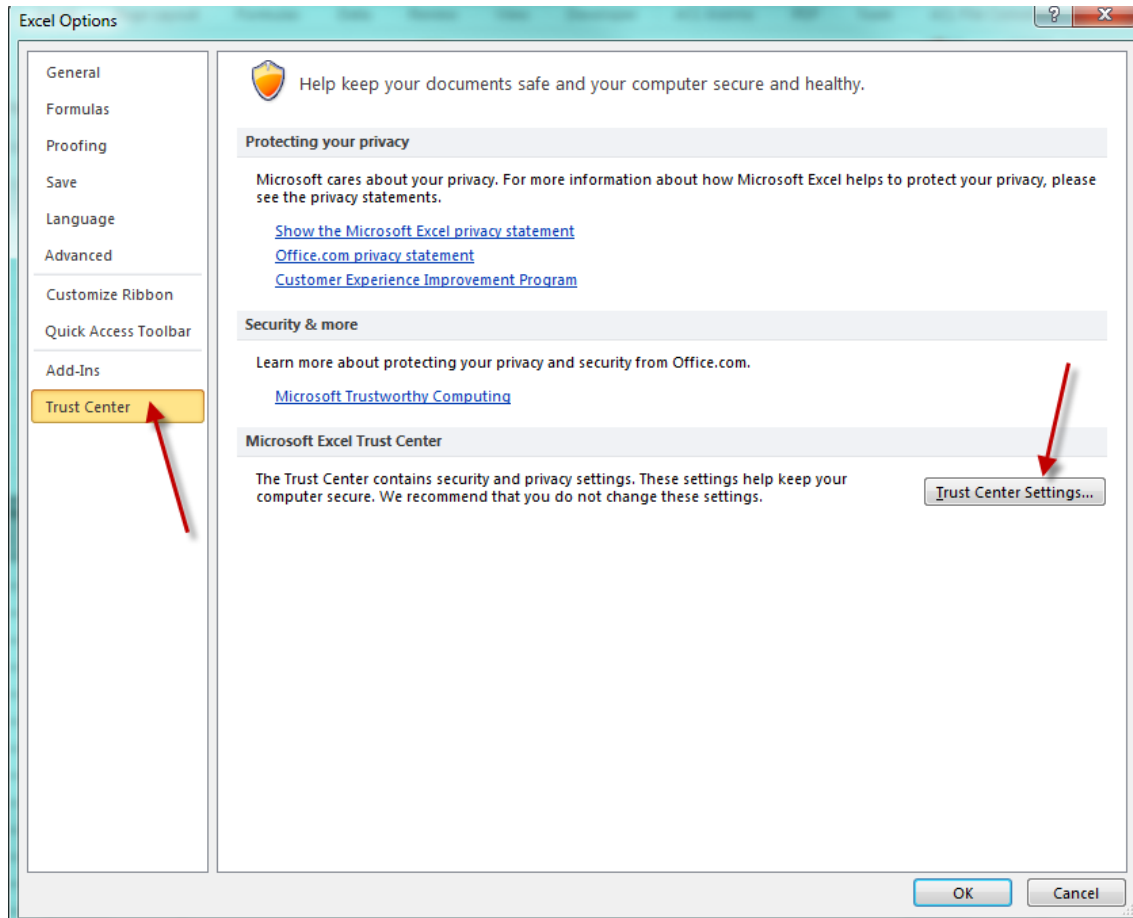


To enable the Macro in Excel, please follow the following procedures.

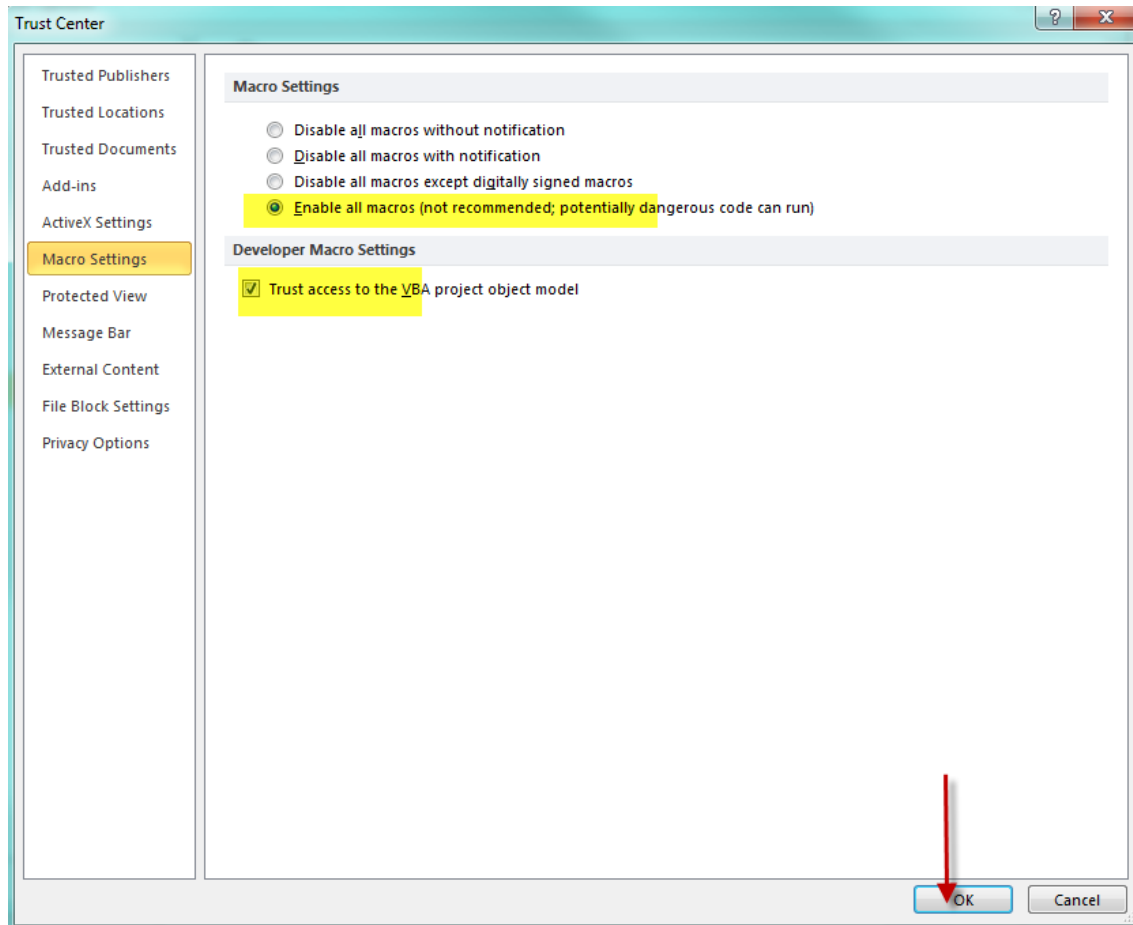
1. Open Excel, right click the Microsoft button at the left hand side of the top. Then click **Excel Options**



2. Click Trust Center, then click Trust Center Settings....



3. Move your mouse to **Macro Settings** Tab,
 - Choose the option on the right hand side of the screen: Enable all macros (not recommended, potentially dangerous code can run)
 - Check the check box: Trust access to the VBA project object model
 - Then click OK



4. Close the excel, re-open the **ACL Report Extractor**

Go to **TGG ACL Analytics Module -> Main Menu**, Check the check box **7. Use ACL Report Extractor combine all reports into Excel spreadsheet**

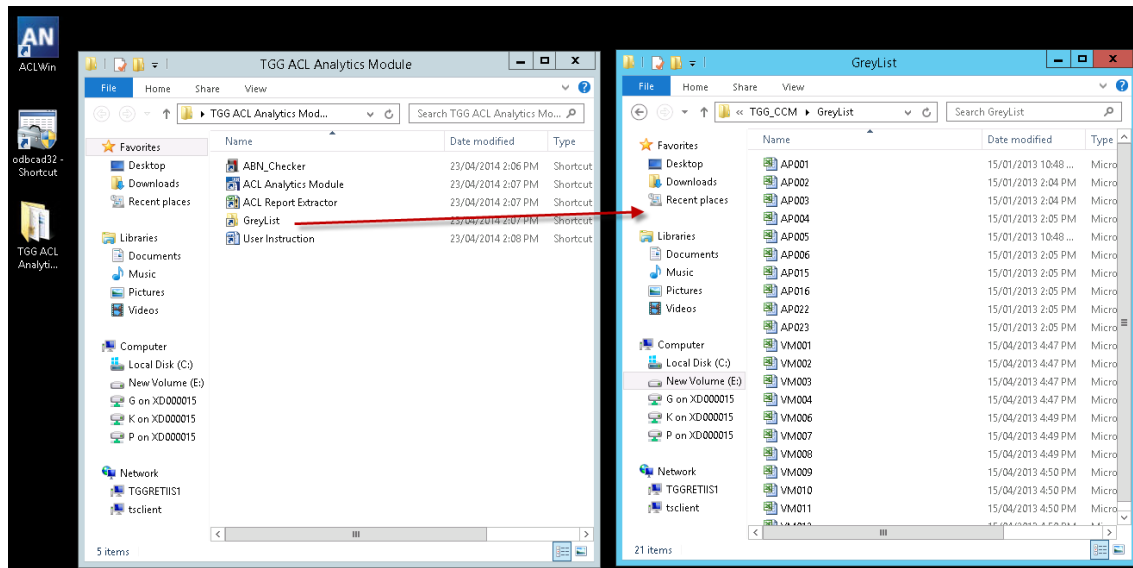
Or

Start -> Programs -> TGG ACL Analytics Module -> ACL Report Extractor

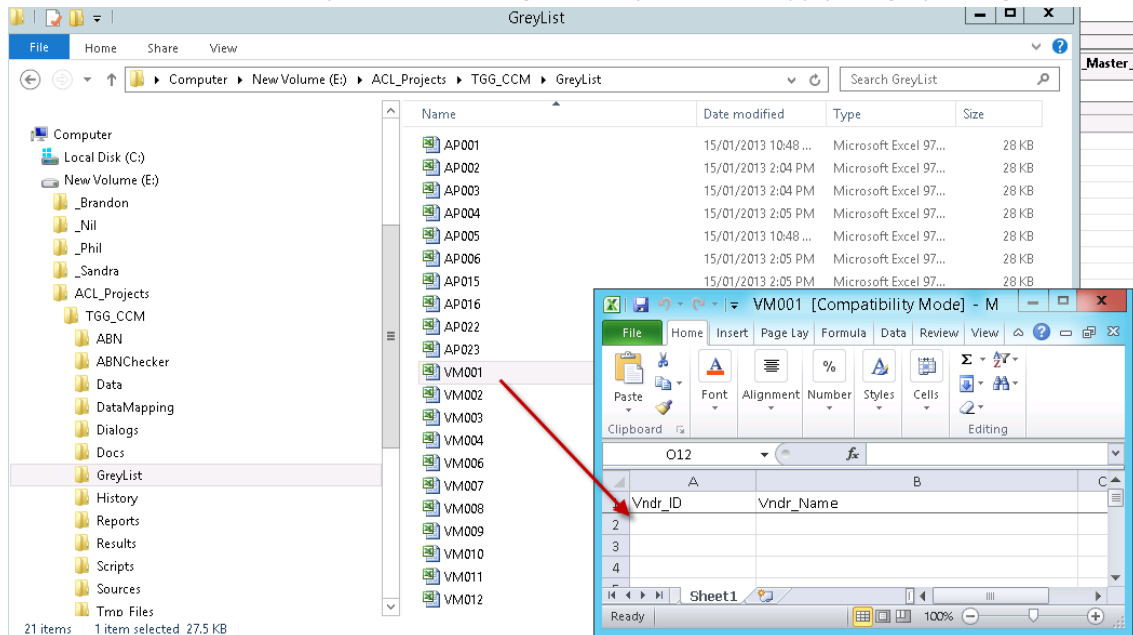
You should be able to click the button and extract the reports into Excel.

5 Grey List

Start -> Programs -> TGG ACL Analytics Module -> GreyList, click the shortcut of the grey list folder (E:\ACL_PROJECTS\TGG_CCM\GreyList).



Then click the individual Grey List excel file. E.g. VM001 you want to apply the grey list logics.



Put the Vendor number (Please make sure it's exactly the same format of the Vendor Number, e.g. 00001) and Vendor into the grey list excel spread sheet.

Vendor Number is mandatory; Vendor name is optional information.

Close the grey list excel file.

Go to the TGG ACL Analytics Module, and rerun the particular test(s) you want to regenerate the results.

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Employee Master, Payroll, Vendor Master and Accounts Payable Exception Tests

- ☐ 1. Import Source Data
- ☐ 2. Field Mapping from Source Data Tables to Fraud Module Standard Tables (Optional)
- ☐ 3. Convert Source Data Tables into Fraud Module Standard Tables
- ☐ 4. Run ABN Checker to obtain ABN Status Information from ABR Website
- ☒ 5. Exception Tests Execution
- ☐ 6. Export ACL Test Results
- ☐ 7. Use ACL Report Extractor combine all reports into Excel spreadsheet
- ☐ 8. Check to Exit/Escape

OK

Cancel

©ACL Analytics Module (TGG APVM CCM) - Vendor Master File Exception Tests

Vendor Master Files Exception Tests

- ☒ VM001. Identify Duplicate Vendors by Bank Account Details
- ☒ VM002. Identify Duplicate Vendors by Vendor ABN Number
- ☐ VM007. Identify vendors with incorrect ABN format
- ☐ VM008. Identify Vendors with Cancelled ABN Number
- ☐ VM009. Identify Valid ABN but not found on ABR site
- ☐ VM010. Identify deregistered GST against ABR Site

Test Options

- ☒ One Time
- ☐ Exclude History

OK

Cancel

And then Export the reports

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Employee Master, Payroll, Vendor Master and Accounts Payable Exception Tests

- ☐ 1. Import Source Data
- ☐ 2. Field Mapping from Source Data Tables to Fraud Module Standard Tables (Optional)
- ☐ 3. Convert Source Data Tables into Fraud Module Standard Tables
- ☐ 4. Run ABN Checker to obtain ABN Status Information from ABR Website
- ☐ 5. Exception Tests Execution
- ☒ 6. Export ACL Test Results
- ☐ 7. Use ACL Report Extractor combine all reports into Excel spreadsheet
- ☐ 8. Check to Exit/Escape

OK

Cancel

Here, you can choose to only export the tests

©ACL Analytics Module (TGG APVM CCM) - Export Results

Export Test Results

Where would you like to export the results?

Reports\

Which test components would you like to export?

☒ Accounts Payable Exception Tests

☐ Vendor Master File Exception Tests

Select file type for the export

☐ Access

☐ Excel

☐ Text

☒ Delimited

☐ XML

☐ ACL

Export Option

☐ Export all tests from the selected component

☒ Export part of the tests from the selected compor

OK

Cancel

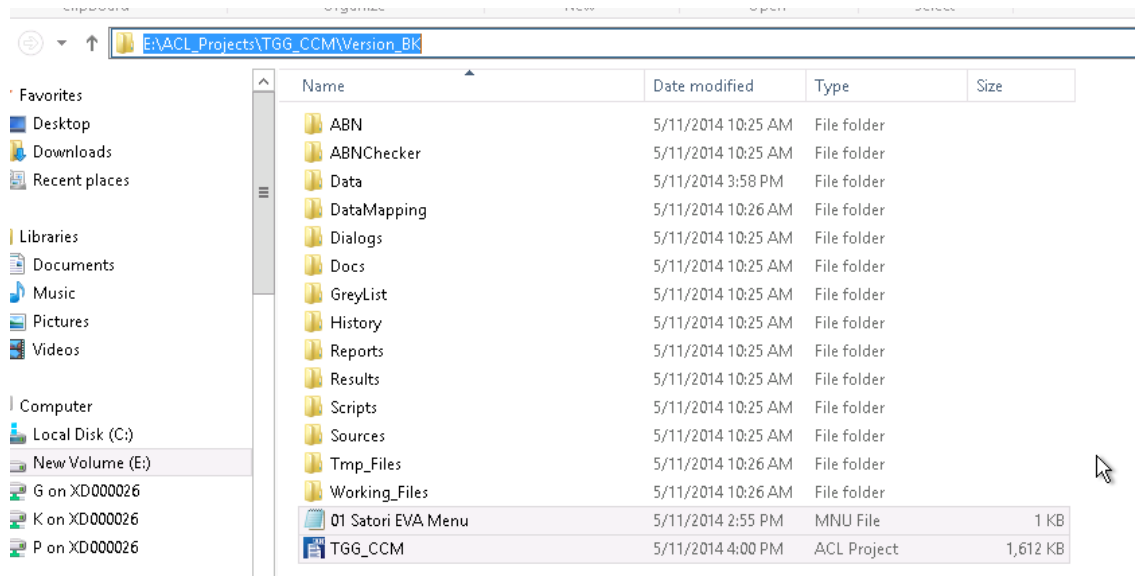
And then use the **ACL Report Extractor** to extract the reports into Excel spread sheet in a nice format. When you review the results after you update the grey list. You can see the Vendor number you grey listed (e.g. 00010842) not there anymore.

6 Installation

6.1 TGG ACL Analytics Module Application Backup

The clean source application project files are stored on computer:

- E:\ACL_PROJECTS\TGG_CCM\Version_BK



6.2 Copying TGG ACL Analytics Module Application

Copy the TGG ACL Analytics Module Application folder “E:\ACL_PROJECTS\TGG_CCM” into a folder in other user computer: e.g. C:\ACL_Projects

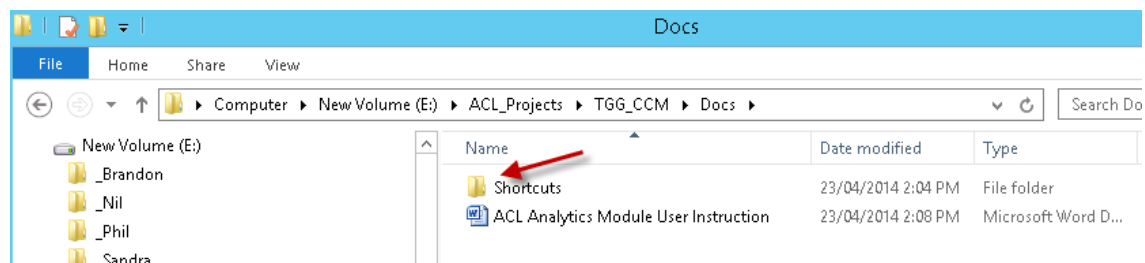
If you get any issue, please contact satori support.

SATORI Support: +61 2 9667 3866

6.3 Creating Shortcuts

Open folder:

E:\ACL_PROJECTS\TGG_CCM\Docs\Shortcuts



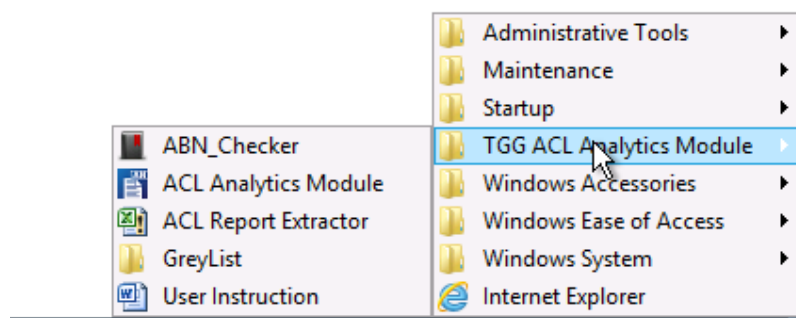
From where you can see a sub folder called “TGG ACL Analytics Module”, please copy this folder, and then copy to the destination folder:

C:\Users\ACLAdmin\AppData\Roaming\Microsoft\Windows\Start Menu\Programs\

6.4 Testing

Start -> Programs -> TGG ACL Analytics Module

You should be able to see 4 shortcuts for relevant TGG ACL Analytics Module components.



Now you can use the TGG ACL Analytics Module.