**Texas A&M University-Commerce**

**Transcript/Registration Hold**

**BANNER SETUP FORMS**

* TGAHOLD – Rules for automated hold removal
* TGPHOLD – Banner job for placing/removing holds
* TTVRHLD – Auto Hold rule code validation form

We will be using rules RF05 and TF05 for clearing holds.



Registration Holds rule RF05 specifies a Fiscal Office registration hold will automatically clear when the minimum balance is less than $201.00.



Transcript Holds rule TF05 specifies a Fiscal Office transcript hold will automatically clear when the minimum balance is less than $1.00.

**SQL TO UPDATE HOLDS RULES FOR “FROM” DATE TO BE TODAYS’ DATE:**

update tprrhld

 set tprrhld\_from\_date = to\_date(sysdate)

where tprrhld\_hold\_rule\_code in ('RF05','TF05')

**PARAMETERS FOR TGPHOLD:**

* + Selection Identifier:
	+ Application Code:
	+ Creator ID:
	+ User ID:
	+ Hold Rule Code: RF05 TF05
	+ Apply release or both: r
	+ Audit update mode: a
	+ Exclude ID:
	+ sleep/wake: N
	+ printer:
	+ interval: 60
	+ linelimit: 55

UC4 Process Flow: (Scheduled to run every 4 hrs, M-F, starting at 6am)

 AR\_TGPHOLD

 Modules:

 AR\_TGPHOLD\_SET\_FROMDATE

 AR\_TGPHOLD\_EXECUTE

To review output, log in to UC4.

 Filter -> History Query

 Click icon for Process Flows

 Select AR\_TGPHOLD -> OK

 OK

How to Verify Holds Removal Process is Running:

 Log in to UC4 (Automic) job scheduler.

 In the Explorer window, choose Filter, then History Query.

 In the Process Flows box, search for the AR\_TGPHOLD process.

 Highlight AR\_TGPHOLD, then click the right arrow to move it to the Assigned box.

 Click OK.

 Make sure the Current Day checkbox is selected (or else select the FROM/TO dates).

 Click OK.

A list of the AR\_TGPHOLD tasks that ran is presented. 

Double click on the desired task.



Click on the TAB for Output Files. This is the list of steps that ran in this task.



Double click on the line that has the filename tgphold\*.lis to view the output from the job that releases the holds.

Below is an output from the automated task that ran on March 30, 2015 at 6:00pm.

