

View Business Reports: Processing Options by OTC Endpoints

To view processing options by OTC Endpoints report, complete the following steps:

1. From the **Reports** tab, click **Deposit Processing Reports**. The *View Reports* page appears.
2. Under **Business Reports**, click **Processing Options by OTC Endpoints**. The *Processing Options by OTC Endpoint* parameters page appears.
3. Enter your search criteria.
 - Enter the **Processing Option**, *required*
 - Select **Yes** or **No** for **Report With Children**



Application Tips

- For **Report With Children**, click **Yes** to generate a report that contains data for the selected OTC Endpoint as well as all of the lower level OTC Endpoints.
- For **Report With Children**, click **No** to generate a report that contains data only for the selected OTC Endpoint.
- **TGA** denotes a deposit processing OTC Endpoint.
- **CHK** denotes a check capture OTC Endpoint.
- **M** denotes a mapped accounting code; an open lock denotes access permission; and a closed lock denotes no access permission.
- **CDC** denotes card processing OTC Endpoint.

4. Click an OTC Endpoint to initiate the report. The *Processing Options by OTC Endpoints* preview page appears as shown in Figure 1.

Figure 1. Processing Options by OTC Endpoints Report Output Preview Page

Processing Options					
Generated: 2021/05/10 02:36:24 PM EDT					
Selected Processing Option: All					
Selected Organization Hierarchy: T001					
Report Name	Parent	OTC Endpoint Code	TGA	CDC	Report With Children
Accounting Classification for Adjustments					
Default Accounting Codes					
Test	Yes	15100120	N	15100120	Yes
Admins	Yes	15100120	N	15100120	Yes



Application Tips

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5. Under **Export as**, you have the following options:

- Select **PDF**, **Excel** or **Word format**
- Click **Download**
- Or
- Click **Print PDF Report**



Additional Button

Click **Previous** to return to the previous page.
