

RLU training Manual/Snippets

***How to CRT new RPT W/ HDR {1st step = always define a RCD !!!}

- 1st you start a new report, or do an (I3) to get 3 lines. (See below)
- And then just press [ENTER]... to define a record. W/ a title USING 'DR' CMD.

```
DR ' ' ' BCMDI LLC - LIMITED (BYRONS COSULTING AGENCY)
.....
.....
```

- 1st - EVERYTHING MUST BE DEFINED AS A RECORD, before Defining anything else, define RCD FMT.

Then you can define the constants, in your format/headings by using 'DC' CMD.

```
^ ----- start
DC 001 BCMDI LLC - LIMITED (BYRONS COSULTING AGENCY)
00002 +
----- End
```

- AND THIS IS WHAT OCCURS: < After pressing ENTER on 'DC' command.

```
FLD1 <.....>
RCD001 BCMDI LLC - LIMITED (BYRONS COSULTING AGENCY)
00002 +
-----
```

SUMMARY OF STEPS: **I3**, then type title, **THEN DR**, AND A **'DC'**, to get this far.

NXT – Defining COL HDRS – I4:

HOW TO DEFINE COLUMN Headers, with your REPORT TITLE:

DR CMD , works as follows - Here IS how :

- Here we **put I4 – RIGHT ON 'RCD001'**, then skip a line, and write the **Headers AND FLDS**.
- As you see, **<BEFORE!!! pressing [ENTER]** , Put a **'DR'** ON **the column HDRS**. And we'll define FLDS later.
- FLDS AND CONSTANTS, WILL BE **DEFINED LATER, WITH (F11)**, AND to List FLDS, **USE F4**-For verification.

```
FLD1 <.....>
RCD001 BCMDI LLC - LIMITED (BYRONS COSULTING AGENCY)
.....
DR ' ' ' ' INV LINENO      INV BILLING(BILLTO)      NAME OF CUSTOMER(BEING BILLED)
.....      9999              XXXXXXXXXXXXXXXXXXXXXXXX  XXXXXXXXXXXXXXXXXXXXXXXX
.....
00002 +
----- End of Report -----
```

DEFINING THE FLDS-below our COL HDRS:

- **DC CMD**- FOR Defining your **CONST. COL HDRS**, Just use your **'DC' command**, right on Line w/ COL HDRS, & Press [ENTER]
- And then you can shift the FLDS around, by using <INSERT> and **shifting the yellow FLDS below**.

```
FLD1 <.....>
RCD001 BCM DI LLC - LIMITED (BYRONS COSULT
00002 +
FLD1 <.....> <.....> <.....>
DC 03 + INV LINENO INV BILLING(BILLTO) NAME OF CUSTOMER(BEING BILLED)
00004 + 9999 XXXXXXXXXXXXXXXXXXXXXXXXXXXX XXXXXXXXXXXXXXXXXXXXXXXXXXXX
00005 +
----- End of Report -----
```

DF CMD: – FOR DEFINING the Other VARIABLE --FLDS, Do the following: **Put your red cursor**, right on the FLD, (as shown below).

- And just **press F11** - for the **FLD definition screen** to show up.
- **'DF' - CMD** Is used in this situation: If RLU defines 1 big FLD, that needs to be split apart, (Like the RPT title), for ur constant, then use **this -DF- CMD**, and it will separate and create separate fields, every time it encounters a new spaces.
 - o **Separate FLDS, for each FLD separated by more than 2 or more spaces !!!**

```
00002 +
FLD1 <.....> <.....>
00003 + INV LINENO INV BILLING(BILLTO)
00004 + 9999 XXXXXXXXXXXXXXXXXXXXXXXXXXXX
00005 +
RCD002
```

F11-FLD defining /Naming process:

- Then you can... **Rename** the FLD, Define type (CHAR/NUM), Length, and everything else. (see below).

```
Edited length . . . . . : 5
Record format . . . . . : RCD001
Number of keywords . . . . . : 1
Number of indicators . . . . . : 0

Type choices, press Enter.

Field . . . . . : INVNO001
Option indicators . . . . . :
  More indicators . . . . . : N
Starting line . . . . . :
Starting position . . . . . : 3
Length of data . . . . . : 4
```

And THE RESULT, of defining FLDS:

AFTER – DEFINING ALL THE FLDS, **YOU WILL HAVE THE FOLLOWING:**

```
FLD1 <.....>
RCD001 BCM DI LLC - LIMITED (BYRONS COSULTING AGENCY)
00002 +
FLD1 <.....> <.....> <.....> <.....>
00003 + INV LINENO INV BILLING(BILLTO) NAME OF CUSTOMER(BEING BILLED) [ ADDRESS (CIT, ST ]
FLD1 <....> <.....> <.....> <.....>
00004 + 99.99 XXXXXXXXXXXXXXXXXXXX XXXXXXXXXXXXXXXXXXXX XXXXXXXXXXXXXXXXXXXX
```

MISC SEQ LINE CMDS – AND TIPS:

USING THE **F13-f13 to mark a range**, and then **USE F14 to paste** the FLDS in the Green area Below:

```
FLD1 <.....>
RCD003 BCM DI - TOTAL REPORTING BY AGENCY
00007 +
FLD1 <.....> <.....> <.....>
RCD002 invQTY invextQTY TAXES-overages-charge
FLD1 <....> <....> <.....>
00009 + 9.99 9999 9999.99
----- End of Report -----
```


HOW TO DEFINE WNDW, AND THE COLUMN YOU WANT TO BE LOOKING AT:

HERE IS how to WNDW around the screen:

- Here we just type `'W'` in the SEQ line area, this is the window CMD.
- As you see, <after pressing [ENTER], RLU would **jump you** to the **hilited** area: `"IT COMPANY"`

```
ALT      ...+... 1 ...+... 2 ...+... 3 ...+... 4 ...+... 5 ...+...
----- Start
w45 .
HDR_RCD ABC - COMPANY - BCMDI - BYRON SLOGGETT IT COMPANY
00003 . NAME:
00004 .
00005 . PHONE:
00006 .
```

'COLS' – CMD : (Sequence Line CMD)

- Shows the `'*** FMT'` *format Line as shown below*, (only put above a HDR or DTL line *to CHK col# for centering*).
- (see example below). Just type 'COLS' & press ENTER- in the line SEQ area. And *** FMT will appear there

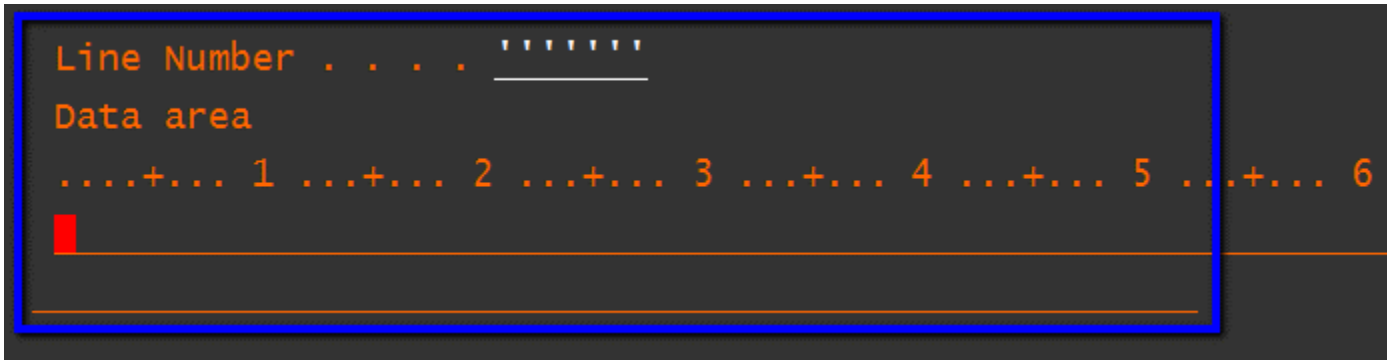
```
FMT **  ...+... 1 ...+... 2 ...+... 3 ...+... 4 ...+... 5
00001 .
HDR_RCD ABC - COMPANY - BCMDI - BYRON SLOGGETT IT COMPANY
00003 . NAME:
```

SKELETON CMD : (Sequence Line cmd)

- 'S' – Put on THE line you want as a Skeleton, **and press {ENTER }**
- 'IS ' – Put where.. ever you want the line placed, like a copy and Paste, but you can change FLDS, after paste.

INSERT W/ PROMPT, OR JUST PROMPT CMD : Sequence Line

- IP - CMD - Shown below, only you **can put fields and stuff here.** <Inserts a Line, w/ a prompt and COLS>
- (P) - PROMPT CMD - To be used when you want to bring up the whole line, @ Bottom of display.



```
Line Number . . . . '
Data area
...+... 1 ...+... 2 ...+... 3 ...+... 4 ...+... 5 ...+... 6
|
```

STANDARD MOVE, COPIES AND REPEATS: <Sequence area commands>.

- **MM** - MOVE LINES, from one area to another Line.
- **RPnn** - Repeat Line nn Number of times.
- **CC** - Copy lines, to new area.
- **I** - INSERT / **Inn** - **Insert certain # of Lines**

CF - CENTER FLD - FUNCTION:

-
- Just ENTER '**CF**' - **RIGHT ON THE 'RCD001'** line. (or whatever RCD format line you want) .
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