

Mailers Initiated UPD Job Cancellation for October Release

Scope:

Task Team #10: Add functionality to BCG dashboard allowing mailers to initiate an UPD” status job **cancellation** if it has not yet been checked in or finalized by clerk.

- Makes mail easier for the industry to cancel the entire job from the dashboard
- Reuse the job ID for a previously cancelled job

Timeline:

- This functionality will be included in the Postal Wizard Dashboard for October 2012 Release

Enhancements

For Future Enhancements:

- ❖ **Change “Cancel Job” to “Delete Job” on the Dashboard**
- ❖ **Two design approaches for a receipt update: Both include a new receipt event for Mail.dat Delete Submission AND Cancel Job from dashboard. The options indicate what the receipt generated from that event would contain.**

Option 1: jobid-deleted: FILLED (Y/N)

Option 2: Qual-generated: FILLED (D=Deleted)

Mailer's Dashboard to Search their mailings


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Dashboard Management System

Dashboard Alerts

- ▶ [ALERT: Uncollected ACS Fees](#)
- ▶ [ALERT: Review your Dormant Jobs](#)
- ▶ [ALERT: Refunds](#)

Dashboard Search

[advanced search: show / hide](#)

Open Date: Begin: <input type="text" value="08/28/2012"/> End: <input type="text"/>	Postage Statement ID: <input type="text"/>	Mailer Location: <input type="text" value="All"/>
Statement Statuses: <input type="text" value="All - Include all Statement Statuses"/> AVW - DPV and/or Move Update Warnings CAN - Canceled CON - Consolidated ERR - Failed on Submission	Mailing Group: <input type="text"/>	Mailer Job #: <input type="text"/>
Job Statuses: <input type="text" value="All - Include all Jobs"/>	Preparer Permit #: <input type="text"/>	Preparer Permit Type: <input type="text" value="All"/>
Post Office of Mailing: <input type="text"/>	Preparer CRID #: <input type="text"/>	Permit Holder Permit Type: <input type="text" value="All"/>
IMsb Entry Method: <input type="text" value="All"/>	Permit Holder CRID #: <input type="text"/>	Include Closed Jobs: <input type="checkbox"/>
PW-IMsb Mailings: <input type="checkbox"/>	Account Number: <input type="text"/>	
<input type="button" value="Search"/>		

Status Chart

[show / hide](#)

Mail Class Chart

[show / hide](#)

Manage My Settings

[show / hide](#)

▶ My default time frame: <input type="text" value="2 weeks"/>	▶ Save all of my current criteria selections as:
▶ Number of rows to display per page: <input type="text" value="20"/>	<input type="text"/> <input type="button" value="Save Query"/>
▶ Inactivity alert time period: <input type="text" value="7 days"/>	▶ My existing queries:
	<input type="text" value="USPS Defaults"/> <input type="button" value="Select Query"/>

Mailer-Initiated Job Cancellation (Change to Deletion)

Job ID	Mailing Group ID	Postage Statement ID	Cancel Job	Verification Performed	PO of Permit	PO of Mailing	Mailer's Mailing Date	Open Date	Job/Publication Name	Induction Issue & Report	Account Number	Permit/USPS Number	Mail Class	Pieces	Postage(\$)	Statement Status
RW9112012b	59245035	PS# 6341102	Cancel Job		ROANOKE VA 24022-9998	LANGHORNE PA 19047	06/29/2012	09/11/2012	XML PE Mail Anywhere / TITLE, TOMS TEST [Vol No:1 Issue No:1 Issue Date:2012-06-29 Cust Ref ID:88]		172922	PE 898989	PE	10	\$2.25	UPD
DMS11903	59245032	PS# 6341102 [F] [C]	Cancel Job		MATTOON IL 61938-9998	MATTOON IL 61938-9998	09/11/2012	09/11/2012	First Class CD FS PDR Job 1 / AUTOMATED MAILING SYSTEMS			PI 78	SM	980	\$245.41	UPD
DMS11902	59245030	PS# 63411040 [F] [C]	Cancel Job		MATTOON IL 61938-9998	MATTOON IL 61938-9998	09/11/2012	09/11/2012	First Class CD FS PDR Job 1 / AUTOMATED MAILING SYSTEMS			PI 78	SM	980	\$245.41	UPD
MANUAL	59245021	PS# 63411029 [F]	Cancel Job	BP, BC, CE, DT, PS	ROANOKE VA 24022-9998	LANGHORNE PA 19047	09/11/2012	09/11/2012	CLASSROOM, CLASSROOM TEST [Issue Date:2012-09-01]		172930	PE 312312	PE	200	\$43.61	INC
RW9112012a	59245019	PS# 6341102	Cancel Job		ROANOKE VA 24022-9998	LANGHORNE PA 19047	06/29/2012	09/11/2012	a / TITLE, CLASSROOM [Vol No:1 Issue No:1 Issue Date:2012-06-29 Cust Ref ID:88]		172930	PE 312312	PE	10	\$2.25	UPD
RWMA0014	59245012	PS# 6341109 [M - 9/7]	Cancel Job		ROANOKE VA 24022-9998	LANGHORNE PA 19047	08/02/2012	09/11/2012	MC FINAL NOTICES / SAM'S SCIENCE OF AGRICULTURE, BOZO [Issue Date:0001-01-01]	Shipping Summary Report		PE 898989	PE	100	\$11.24	UPD
KZ000082	59244960	PS# 6341104	Cancel Job		ROANOKE VA 24022-9998	ROANOKE VA 24022-9998	09/09/2012	09/11/2012	110708X / TANYA'S CPP2TEST, PERRY'S PUBLICATION [Issue Date:0001-01-01 Cust Ref ID:None]	Shipping Summary Report		PE 2025	PE	102	\$7.55	UPD
KZ000081	59244958	PS# 6341104	Cancel Job		ROANOKE VA 24022-9998	ROANOKE VA 24022-9998	06/24/2012	09/11/2012	110708X / TANYA'S CPP2TEST, PERRY'S PUBLICATION [Issue Date:0001-01-01 Cust Ref ID:None]	Shipping Summary Report		PE 2025	PE	120	\$54.07	UPD

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Restricted Information

[> Cancel](#) 

Today's Date: Sep 11, 2012

Mailing Group Summary Information

Mailing Group ID:	59245035	Mailer's Job #:	RW9112012b	Open Date:	09-11-2012
Preparer:	898989-PE-SAM'S SCIENCE OF AGRICULTURE	Finance No:	414444	Close Date:	
Description:	XML PE Mail Anywhere				

*Please select a reason for canceling this job:

1. Customers Error

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*Please select a reason for canceling this job:

1. Customers Error

1. Customers Error

2. Update is Required

3. Other - Please explain below

[Submit >](#)



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Restricted Information

> [Cancel](#) 

Today's Date: Sep 11, 2012

Mailing Group Summary Information

Mailing Group ID:	59243712	Mailer's Job #:	CATSB3AB	Open Date:	09-10-2012
Preparer:	924-PI-ARL CO DEPT OF PARKS & RECREATION & COMM RESOURCES	Finance No:	510306	Close Date:	
Description:	MC FINAL NOTICES				

Job **Cancellation for** Mailing Group ID 59243712 is Done.

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Dashboard Management System

Dashboard Alerts

- > ALERT: [Uncollected ACS Fees](#)
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- > ALERT: [Refunds](#)

Dashboard Search advanced search: [show](#) / [hide](#)

Open Date: Begin:
End:

Statement Statuses:

Job Statuses:

Post Office of Mailing:

IMsb Entry Method:

PW-IMsb Mailings:

Postage Statement ID:

Mailing Group:

Preparer Permit #:

Preparer CRID #:

Permit Holder Permit #:

Permit Holder CRID #:

Mailer Location:

Mailer Job #:

Preparer Permit Type:

Permit Holder Permit Type:

No display of Deleted Job on the Status Chart



Status Chart [show](#) / [hide](#)

AVW - DPV and/or Move Update Warnings (0)	CAN - Canceled By Mailer (1)	CAN - Canceled By USPS (4)
CON - Consolidated (0)	ERR - Failed on Submission (0)	EST - Estimate of Postage (108)
FAI - Failed Verification (0)	FIN - Finalized Statement (7114)	FPP - Finalized Pending Payment (0)
IINC - Incomplete (144)	IAP - Not Available for Processing (0)	PAS - Passed Verification without Auto-Finalize (0)
PAV - Pending DPV and Move Update Results (0)	PEN - Pending Verification Results (3)	QMR - Quality Mail Review (0)
REV - Reversed (2)	REW - Returned for Rework (0)	UPD - USPS Processing Due (1227)

Mail Class Chart [show](#) / [hide](#)

Manage My Settings [show](#) / [hide](#)

Current Cancel Postage Statement Feature

USPS PostalOne! - Windows Internet Explorer
 https://cat1a.uspspostalone.com/postal1/view.cfm
 Restricted Information
 Dashboard > Display Today's Date: 09/24/2012

From the Postage Statement Link

Cancel | Container List | Piece-Weight Information

Planned

Account Holder:	AUTOMATED MAILING SYSTEMS, INC. 475 LENFANT PLZ SW Ste 3 WASHINGTON, DC 20260 -0004 Contact: SUE WELLS (540) 204 - 4435 suepsan@oxx.net	Mailing Agent:	CCS MEDICAL/ DEGC ENTERPRISES 3801 THIRLANE RD NW STE 4 ROANOKE, VA 24019 -3035	Org. For Mailing Is Prepared:			
Account Number:	568144	CRID:	4430798	Processing Category:	Flats		
Permit:	Permit Imprint 78 CRID: 4430798	CRID:	4430798	Weight of Single Piece:	0.0231 lbs.		
Post Office Of Mailing:	ROANOKE VA 24022-9998	Mailer's Mailing Date:	11/15/2012	Total Postage:	\$ 1,985.00		
Post Office of Permit:	ROANOKE VA 24022-9998	Total Weight:	115.5000 lbs.	Address Matching Date - Carrier Route:	11/15/2012		
Total Pieces:	5,000 pcs.	Address Matching Date - Automation:	11/15/2012				
Sequencing Date:	11/15/2012						
No of Containers:	1' MM Trays	2' MM Trays	2' EMM Trays	Flat Trays	Sacks	Pallets	Other
Customer Reference ID.:	26920	NSA:	NO	Election Mail:	NO		
Move Update Method:	ACS			Mailpieces contain Only contents that are not required to be mailed FCM:	NO		
Mailpieces contain reply postcard or reply envelope:	NO			Round Trip Only: 1 DVD/CD or other Disk:	NO		
Mailpieces contain a DVD/CD or other Disk:	NO			Type of Fee:	N/A		
Incentive/Discount Claimed:							
Mail Arrival Date and Time:	N/A	Payment Date and Time:	N/A				
Container Grouping ID:							
Copal Mailing Type:							

Line Number	Title	Description	Price	Quantity	Subtotal Postage	Discount Total	Fee Total	Postage
A9	5-Digit	Flats	0.400	5000pcs	\$ 2,000.0000	\$ 0.0000	\$ 0.0000	\$ 2,000.0000
A13					Part A Subtotal (Lines A1-A12)			\$ 2,000.0000
A16	Flats - Number of pieces that comply	Full Service Intelligent Mail Option	0.003	5000pcs	\$ 15.0000	\$ 0.0000	\$ 0.0000	\$ 15.0000
A17					Full Service Intelligent Mail Option Subtotal (Add lines A14-A18)			\$ 15.0000
					Part A Total (Line A13 minus A17)			\$ 1,985.0000
					Total Postage From All Parts			\$ 1,985.00

USPS PostalOne! - Windows Internet Explorer
 https://cat1a.uspspostalone.com/postal1/view.cfm

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Planned

Account Holder:	AUTOMATED MAILING SYSTEMS, INC. 476 LENFANT PLZ SW Ste 3 WASHINGTON, DC 20260 -0004	Mailing Agent:	CCS MEDICAL/ DEGC ENTERPRISES 3601 THIRLANE RD NW STE 4 ROANOKE, VA 24019 -3039	Org. For Mailing is Prepared:	
Account Number:	668144	Permit:	Permit Imprint 78 CRID: 4430798	Processing Category:	Flats
Post Office Of Mailing:	ROANOKE VA 24022-8998	Mailer's Mailing Date:	11/15/2012	Weight of Single Piece:	0.0231 lbs.
Post Office of Permit:	ROANOKE VA 24022-8998	Total Weight:	115.5000 lbs.	Total Postage:	\$ 1,985.00
Total Pieces:	5,000 pcs.	Address Matching Date - Automation:	11/15/2012	Address Matching Date - Carrier Route:	11/15/2012
Sequencing Date:	11/15/2012				

No of Containers:	1' MM Trays	2' MM Trays	2' EMM Trays	Flat Trays	Sacks	Pallets	Other
		9				2	

Customer Reference ID.: 2690
 Move Update Method: ACS
 Mailpieces contain reply postcard or reply envelope: NO
 Mailpieces contain a DVD/CD or other Disk: NO
 Incentive/Discount Claimed:
 Mail Arrival Date and Time: N/A
 Container Grouping ID:
 Copal Mailing Type:

Line Number	Title	Description	Price	Quantity	Subtotal Postage	Discount Total	Fee Total	Postage
A9	5-Digit	Flats	0.400	5000pcs.	\$ 2,000.0000	\$ 0.0000	\$ 0.0000	\$ 2,000.0000
A13					Part A Subtotal (Lines A1-A12)			\$ 2,000.0000
A16	Flats - Number of pieces that comply	Full Service Intelligent Mail Option	0.003	5000pcs.	\$ 15.0000	\$ 0.0000	\$ 0.0000	\$ 15.0000
A17		Full Service Intelligent Mail Option Subtotal (Add lines A14-A16)						\$ 15.0000
		Part A Total (Line A13 minus A17)						\$ 1,985.0000
		Total Postage From All Parts						\$ 1,985.00
		Total Postage						\$ 1,985.00

USPS Use Only

Perform Verification:	Verification data not available at this time.		
One Pass/Two Pass Verification			
Received:	Error Percentage:	Additional Postage:	\$ 0.00
A/R/C:	Cost Avoidance:	Verifying Employee's Name:	
Total Additional Postage:	\$ 0.00	Number of Reworked Pieces:	

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Click Cancel to submit the cancellation request for this postage statement

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1
Cancel

Manage Mailing Activity

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Postage Statement # 63507611 in Mailing Group # 59271788 has been canceled.

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There has been an error. Your request cannot be completed.

An error message has been logged for the Technical Team.
(timestamp: 2012-09-24_10_38_11_CloneID=5u0fha6n)

If this error continues, please notify the PostalOne HelpDesk and give them the error timestamp.

[Click here](#) to log back into PostalOne!