



Welcome

In this session we will talk about a few tips and tricks to help you chase down your eFlex Money.



End of Day Tips and Tricks

Make sure that your "Tots" match both your smelly money and your cashier sessions <u>each</u> day.

- CBRRTOT



Reconciliation

Several Reports can help you identify potential issues that could come up at End of Month.

- Deposit Reconciliation
- CZRRCPT RECEIPT LIST
- eFLEX: FILING CHARGES EXPORT
- CZPSPAY SUBSCIBER PAYMENT PROCESS
- CARCTGL GENERAL LEDGER ACCOUNT SUMMARY REPORT



Deposit Recon

eFILE Deposits INCLUDED OTC DEPOSIT Diff (Dates) Bank deposits CZRRCPT (Dates) BANK DEPOSIT DATES FROM CZRRCPT BANK STATE DATES AMTS FOR CZRRCPT ELECTRONIC **ELECTRONIC TRAN AMTS** FOR ELECTRONIC **ELECTRONIC** May Receipts 6/1/2022 907.50 917.50 10.00 6/3/2022 465.00 630.00 165.00 6/1/2022 \$ (257.50)6/6/2022 247.50 10.00 6/2/2022 \$ 6/7/2022 \$ 315.00 (385.00)70.00 6/6/2022 \$ 6/9/2022 \$ (305.00)295.00 10.00 6/7/2022 \$ 6/10/2022 \$ (420.00)330.00 90.00 6/8/2022 \$ (20.00)6/13/2022 \$ 20.00 6/9/2022 \$ (692.50)6/14/2022 \$ 600.00 82.50 10.00 6/10/2022 \$ (247.50)6/15/2022 \$ 247.50 6/13/2022 \$ (274.34)(234.34)6/16/2022 40.00 Aincludes May Interest receipt \$151.84 6/14/2022 (446.38)6/17/2022 \$ 446.38 6/20/2022 120.00 JUNE NICUSA 6/15/2022 \$ (902.50)6/21/2022 \$ 742.50 160.00 6/16/2022 \$ 6/22/2022 \$ 30.00 (30.00)6/17/2022 \$ 6/23/2022 \$ 247.50 (257.50)6/23/2022 \$ 10.00 6/21/2022 \$ 6/24/2022 \$ (397.50)247.50 6/24/2022 \$ 150.00 6/22/2022 \$ 6/27/2022 \$ (512.50)100.00



CZRRCPT

CREDIT CARD RECEIPTS

Entry Date	Daily Receipts
06-01-2022	-257.50
06-02-2022	-385.00
06-06-2022	-305.00
06-07-2022	-420.00
06-08-2022	-20.00
06-09-2022	-692.50
06-10-2022	-247.50
06-13-2022	-274.34
06-14-2022	-446.38
06-15-2022	-902.50
06-16-2022	-30.00
06-17-2022	-257.50
06-21-2022	-397.50
06-22-2022	-512.50
06-23-2022	-487.50
06-24-2022	-92.50
06-27-2022	-387.50
06-28-2022	-70.00
06-29-2022	-742.50
06-30-2022	-165.00
07-05-2022	-658.39
Pagaint Type Total:	_7 751 61



CZRRCPT Detail





INA Report

EFLX 6.13.22 \$40.00,





Eflx No

EXTERNAL SENDER. DO NOT click links, or open attachments, if sender is unknown, or the message seems suspicious in any way. DO NOT provide your user ID or password!

Disbursement Report fo

Credit card payments from 2022-06-13 to 2022-06-13

E-Check payments None

Total Disbursement: \$40.00 (4 orders) Total Credit Card: \$40.00 (4 orders)

An EFT CREDIT has been initiated in the amount of \$40.00 for 4 payments to Fee. Call 501-324-8905 if you have any questions regarding this request.

Disbursement Detail:

Orderid	Name	Amount	Fee	Total Dat	e/Time
202206130931 202206130956 202206131010 202206131027	5		10.00 10.00 10.00 10.00		10.00 06/13/2022 09:31 am 10.00 06/13/2022 09:56 am 10.00 06/13/2022 10:11 am 10.00 06/13/2022 10:28 am

40.00

No transactions were netted (deducted) from this Disbursement

40.00



eFLEX FILLING CHARGES

Filing Charges

Filing Charges

Court Account: ARKANSAS JUDICIARY ✓	
View Filings Between: 06/13/2022 AND 06/13/2022	
Court:	~
Payment Type: All ✓ Payment Status: All ✓	
Search By:	
Go Clear Search	

Filing Charges

Court Account:	ARKANSAS JUDICIARY ❖
View Filings Bet	ween: 06/13/2022 AND 06/13/2022
Court:	All
Payment Type:	All V Payment Status: All V
Search By:	Authorization Code ➤ 202206130943
Go Cle	ar Search



eFLEX FILLING CHARGES

Authorization Code	<u>Payment Type</u>	▲ <u>Payment Status</u>	Receipt Number	Contexte Commit Date	Contexte Receipt Date	INA Authorize Date	INA Capture Date	<u>Fees</u>	Technology Fee	Total Charge
20220613090	credit	Authorized				06-13-2022:09:02		\$82.50	\$20.00	\$102.50
20220613101	credit	Authorized				06-13-2022:10:11		\$80.00	\$20.00	\$100.00
202206130633	subscriber	Committed		06-13-2022:07:18		06-13-2022:06:33	06-13-2022:07:18	\$10.00	\$0.00	\$10.00
202206130635	subscriber	Committed		06-13-2022:07:18		06-13-2022:06:36	06-13-2022:07:18	\$10.00	\$0.00	\$10.00
202206130943	ach	Receipted	202113	06-13-2022:10:41	06-13-2022:10:41	06-13-2022:09:43	06-13-2022:10:40	\$82.50	\$20.00	\$102.50
202206130931	credit	Receipted	202114	06-13-2022:10:47	06-13-2022:10:47	06-13-2022:09:31	06-13-2022:10:46	\$10.00	\$0.00	\$10.00
202206130956	credit	Receipted	202115	06-13-2022:10:47	06-13-2022:10:47	06-13-2022:09:56	06-13-2022:10:47	\$10.00	\$0.00	\$10.00
202206131027	credit	Receipted	02116	06-13-2022:10:48	06-13-2022:10:48	06-13-2022:10:28	06-13-2022:10:47	\$10.00	\$0.00	\$10.00
202206131010	credit	Receipted	02117	06-13-2022:10:48	06-13-2022:10:48	06-13-2022:10:11	06-13-2022:10:48	\$10.00	\$0.00	\$10.00
							Totals:	\$305.00	\$60.00	\$365.0



Filings

Receipt Issued WRIT OF GARNISHMENT ISSUED WITH FEE 06-13-2022 10:28:02 AM Rejected CV COMPLAINT FILED \$80 06-13-2022 10:11:10 AM Receipt Issued WRIT OF GARNISHMENT ISSUED WITH FEE 06-13-2022 10:11:03 AM Receipt Issued WRIT OF GARNISHMENT ISSUED WITH FEE 06-13-2022 09:56:41 AM Receipt Issued MOTION DEFAULT JUDGMENT 06-13-2022 09:46:29 AM Receipt Issued CV COMPLAINT FILED \$80 06-13-2022 09:43:58 AM Receipt Issued PROPOSED ORDER GARNISHMENT RELEASED 06-13-2022 09:39:00 AM Receipt Issued WRIT OF GARNISHMENT ISSUED WITH FEE 06-13-2022 09:31:41 AM Rejected CV COMPLAINT FILED \$80 06-13-2022 09:02:56 AM 06-13-2022 07:25:27 AM Receipt Issued FILING - OTHER Receipt Issued WRIT OF GARNISHMENT ISSUED WITH FEE 06-13-2022 06:36:03 AM Receipt Issued WRII Filing

Description: CV-DEBT MEDICAL EXPENSES

Receipt Issued

Status:

Tracking ID	Filing ID	Case #	Case Title	Court	Status Updated	Filer's Name	Client #	Approved By
10221835	8166823				06-13-2022 10:42:00 AM	Kyle L. Singleton	- 1	

	Filing	
Description: CV-DEBT MEDICAL EXPENSES Filer: Kyle L. Singleton Payment Method: Payment Collected (\$102.50) - Authorization Code: 2022061309 Return addresses: Email: kyle@marshallsingleton.net Filing: https://eflex.arcourts.gov/runit Filing Package: Download Filing Package	4308642	
Description	Document	Submitter
CV COMPLAINT FILED \$80	<u>■ Davis Patricia - Complaint,pdf</u>	Kyle L. Singleton
PROPOSED SUMMONS - FILER PREPARED	<u>Davis Patricia - Summons.pdf</u>	Kyle L. Singleton
SUMMONS FEE DISTRICT COURT 16-17-126 \$		Kyle L. Singleton
Form	form.xml	



Filing Status History

Filing Status History

Refresh filing status

Description: CV-DEBT MEDICAL EXPENSES

Status: Receipt Issued

Tracking ID	Filing ID	Case #	Court	
10221835	8166823			

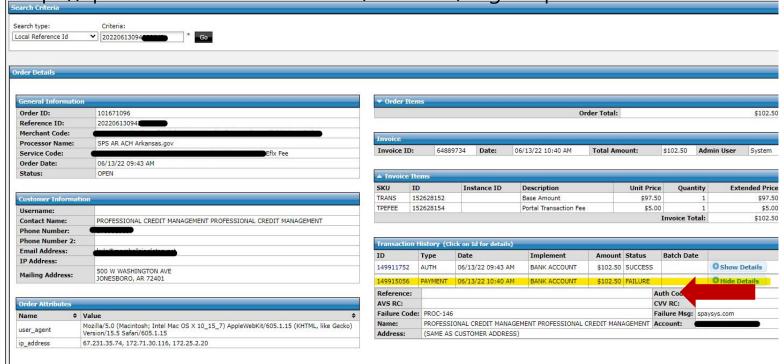
Status History:

ID	Status	Date	Message	Processed By
15	Received	06-13-2022 09:44:11 AM		
21	CMS Validation Requested	06-13-2022 09:44:17 AM		
22	CMS Validated	06-13-2022 09:44:23 AM		
110	Notification Added	06-13-2022 09:44:23 AM		
120	Notification Sent	06-13-2022 09:44:24 AM		
89	Pre Queue Approved	06-13-2022 09:44:24 AM		
26	Documents Converted	06-13-2022 09:44:25 AM		
31	Documents Signed	06-13-2022 09:44:25 AM		
35	Awaiting Approval	06-13-2022 09:44:26 AM		
40	Approved	06-13-2022 10:40:11 AM		
700	CMS Revalidation Requested	06-13-2022 10:40:22 AM		
800	CMS Revalidated	06-13-2022 10:40:29 AM		
60	Payment Processed	06-13-2022 10:40:46 AM		
46	CMS Commit Requested	06-13-2022 10:40:57 AM		
50	CMS Committed	06-13-2022 10:41:06 AM		
30	Preprocessing Complete	06-13-2022 10:41:08 AM		
80	DMS Accepted	06-13-2022 10:41:14 AM		
115	Notification Updated	06-13-2022 10:41:19 AM		
121	Notification Sent After Clerk Review	06-13-2022 10:41:34 AM		
87	Queues Updated	06-13-2022 10:41:47 AM		
90	Receipt Issued	06-13-2022 10:42:00 AM		



TPE: INA Payment Engine

https://tpe2admin-ar.cdc.nicusa.com/Arkansas/Login.aspx



The TPE SITE will not show SUBSCRIPTIONS



Deposit Recon

eFILE Deposits	INCLUDED OTC DEPOSIT			
(Dates)	CZRRCPT	(Dates)	Bank deposits	Diff
			BANK DEPOSIT	
DATES FROM CZRRCPT	CZRRCPT ELECTRONIC	BANK STATE DATES	AMTS FOR	
ELECTRONIC TRAN	AMTS	FOR ELECTRONIC	ELECTRONIC	
				May Receipts
		6/1/2022	\$ 907.50	\$ 917.50
			\$ 10.00	
		6/3/2022	\$ 465.00	\$ 630.00
			\$ 165.00	
6/1/2022	\$ (257.50)	6/6/2022	\$ 247.50	
			\$ 10.00	
6/2/2022	\$ (385.00)	6/7/2022	\$ 315.00	
			\$ 70.00	
6/6/2022	\$ (305.00)	6/9/2022	\$ 295.00	
			\$ 10.00	
6/7/2022	\$ (420.00)	6/10/2022	\$ 330.00	
			\$ 90.00	
6/8/2022		6/13/2022		
6/9/2022	\$ (692.50)	6/14/2022	\$ 600.00	
			\$ 82.50	
			\$ 10.00	
6/10/2022		6/15/2022		
6/13/2022		6/16/2022	\$ 40.00	(234.34)
	^Includes May Interest red			
6/14/2022	\$ (446.38)	6/17/2022		
		6/20/2022	120.00	JUNE NICUSA
6/15/2022	\$ (902.50)	6/21/2022		
			\$ 160.00	
6/16/2022		6/22/2022		
6/17/2022	\$ (257.50)	6/23/2022		
		6/23/2022	\$ 10.00	
6/21/2022	\$ (397.50)	6/24/2022		
		6/24/2022		
6/22/2022	\$ (512.50)	6/27/2022	\$ 100.00	



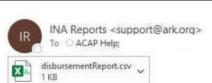
Subscription

- The CZPSPAY report Contexte produces should be saved in the EOM folder
- INA sends an email on the eleventh of each month for the amount they "plan" to deposit.
- The email contains an excel document that can be added to your monthly recon workbook for research.



Disbursement Report

INA











Sat 6/11/2022 8:01 AM

Clerk Eflx Fee Subscriber Disbursement Report for May, 2022

Please see the attached disbursement report for May, 2022. For your convenience the report is also included in the email below (if transactions are present).

Report type: Monthly Court code:

Payment date: May, 2022

Service	Code	Login	Trans Type	Gross Amount	Amt To Agency	Trans Date	Quantity	Status Code	Order ID
eflx_	_Nfee		Charge	10.00	10.00	05/05/2022	1	Closed	2022050
eflx_	Nfee		Charge	10.00	10.00	05/12/2022	1	Closed	2022051
eflx_	Nfee		Charge	10.00	10.00	05/12/2022	1	Closed	2022051
eflx_	_Nfee		Charge	10.00	10.00	05/12/2022	1	Closed	2022051
eflx_	_Nfee	Ī	Charge	10.00	10.00	05/12/2022	1	Closed	2022051
eflx_	Nfee		Charge	10.00	10.00	05/12/2022	1	Closed	2022051
eflx_	Nfee	I	Charge	10.00	10.00	05/13/2022	1	Closed	2022051
eflx_	Nfee		Charge	10.00	10.00	05/16/2022	1	Closed	2022051
eflx_	Nfee		Charge	10.00	10.00	05/24/2022	1	Closed	2022052
eflx_	_Nfee		Charge	10.00	10.00	05/24/2022	1	Closed	2022052
eflx_	Nfee		Charge	10.00	10.00	05/24/2022	1	Closed	2022052
eflx_	Nfee		Charge	10.00	10.00	05/25/2022	1	Closed	2022052



Subscription

 INA Deposits the funds on or around the 25th of each month.

CZPSPAY parameters can be saved



SPAY Report: CZPSPAY Errors Instance: PRDCLOUD

User: NAMECHANGE

Subscriber Payment Process

ContexteFE 5.2

RunTime: 10:13 A.M. Page: 1

RunDate: 26-JAN-2022

File Name and Extension: 202112 EFILING DISB.CSV

Court: XX Location: XX

Print Outstanding Records: Y

OrderID(ReferenceID) Filer Filed Date Case ID Receipt ID Amount Processed Date

20211206144938390 HOGGARD, DENISE 06-DEC-2021 XXPR-21-358 XXXX2313 \$165.00 26-JAN-2022 10:13:49

Total records processed: 1 Total Amount: \$165.00

OrderID(ReferenceID) Error Message

20211220105503690 The balance is less than the amount in the file

Total records not processed: 1

OrderID(ReferenceID) Case ID Filed Date

20211220105503690 XXPR-21-375 20-DEC-2021

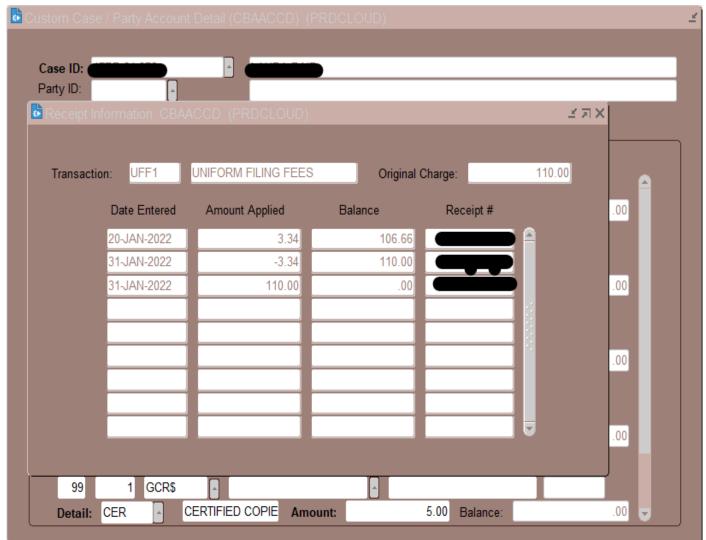
*** END OF REPORT ***

Total outstanding records: 1

Number of records Printed: 3



SPAY Errors





Payment Clearing

 Payment Clearing on your CARCTGL should be Zero.

• Difference = Malformed Receipt



CARCTGL

User: TLSHAW

Instance: PRDCLOUD

Ordered by GL Account Description GL Account Index (ACCI) code: ALL

GL Fund (FUND) code: ALL

GL Organization (ORGN) code: ALL

GL Account (ACCT) code: ALL

GL Program (PROG) code: ALL GL Activity (ACTV) code: ALL

GL Location (LCTN) code: ALL

Fiscal Year: ALL Post Period: ALL

Transaction Type: ALL

Report Type: S
From Date: ALL
Thru Date: ALL
Court Code: XX
Location Code: XX

	Cont	texterE	5.2	
Courts	General	Ledger	Account	Report

Account Name	Debit Amount	Credit Amount	Balance
XXCI - REST/CHILD SUP HOLD AP	6,540,975.80	6,562,555.45	-21,579.65
XXCI -COURT ACCOUNT PAYABLE	177,571,987.92	177,582,352.78	-10,364.86
XXCI -JV REP D 11 AP	1,950.00	2,275.00	-325.00
XXCI -JV REP D 11 AR	3,375.00	3,050.00	325.00
XXCI -JV REP D 8 10 AP	2,441.40	2,866.40	-425.00
XXCI -JV REP D 8 10 AR	5,207.80	4,782.80	425.00
XXCI -PAYMENT CLEARING	64,934,491.04	64,941,311.04	-1,436.50
XXCI ACT 282 PETN TO SEAL AP	76,925.00	78,600.00	-1,675.00



Payment Clearing

20140816182129802	XXPR-14-514	A Payment of \$12.00 was made on receipt XXXX170949.	12
20150219121650806	XXCV-07-3799	A Payment of \$6.00 was made on receipt XXXX189956.	6
20160608102026932	XXCV-12-951	A Payment of \$20.00 was made on receipt XXXX240199.	20
20160801130146087	XXPR-16-1511	A Payment of \$165.00 was made on receipt XXXX246323.	165
20160801160115779	XXPR-16-1516	A Payment of \$165.00 was made on receipt XXXX246358.	165
20161020140121397	XXPR-16-243	A Payment of \$6.00 was made on receipt XXXX255615.	6
20170111142503994	XXCV-16-6867	A Payment of \$20.00 was made on receipt XXXX262216.	20
20170228135224298	XXCV-17-1037	A Payment of \$165.00 was made on receipt XXXX267203.	165
20180330101346567	XXCV-18-2027	A Payment of \$20.00 was made on receipt XXXX312431.	20
20180719194637288	XXCV-18-4721	A Payment of \$20.00 was made on receipt XXXX327516.	20
20190423114249379	XXPR-19-877	A Payment of \$165.00 was made on receipt XXXX362877.	165
20191003135519910	XXCV-19-7081	A Payment of \$167.50 was made on receipt XXXX382005.	167.5
20191022102042523	XXCV-19-7503	A Payment of \$167.50 was made on receipt XXXX383388.	167.5
20200227184822729	XXCV-20-1769	A Payment of \$170.00 was made on receipt XXXX395852.	170
20200717152519025	XXCV-20-3910	A Payment of \$167.50 was made on receipt XXXX405574.	167.5
			1436.5



Malformed Receipt

/oid Ind Payor∃	ID Payor I	Description	Detail	Payment Amount	Balance
□. AR89083	HALL, RANDAL	L IRWIN	EFPA	-165.0	.00
□. □.					
Case ID	Viol/Doc	Detail Descrip	. Loit	Amount	Balance
Case ID	VIOI/DOC	Detail Descrip	dion	Amount	Dalatice
			-		
			7		



Malformed Receipt

Do not void a malformed receipt

Contact Application Support





Thank you!

- Contacts:
 - acap.help@arcourts.gov
 - Teresa.Shaw@arcourts.gov
 - Jon.Graves@arcourts.gov
 - help@ina.ar.gov



What's Next at 2:15?



	Junction 1 & 2 Build Initiative	Rock Island 1 eFlex	Rock Island 2 Contexte	Two Rivers ORJS
2:15 - 3:15	First Hands on Look at the New System, Build Initiative Teams	eFlex Refreshers Presenters: Jon Graves & Kami Soileau Presentation: Open Q&A for eFlex Users	Contexte refreshers Presenters: Tracy Andrews & Cindy Graves Presentation: Want to Know What you Don't Know?	Meet the Regional Court Administrators, Office of Research & Judicial Statistics