

Quick Reference Guide

Positive Pay — Issued Items Activity

JHA Treasury Management™

Last Updated: March 6, 2024

Positive Pay — Issued Items Activity

Overview: Customers now have the ability to review the issued items that they have created within the Issued Items Activity view. To allow customers to view their issued items, Allow Issued Items Review must be active for the FI Positive Pay Product Feature Configuration and the Company Positive Pay Product Feature.

Benefits for the Banks?

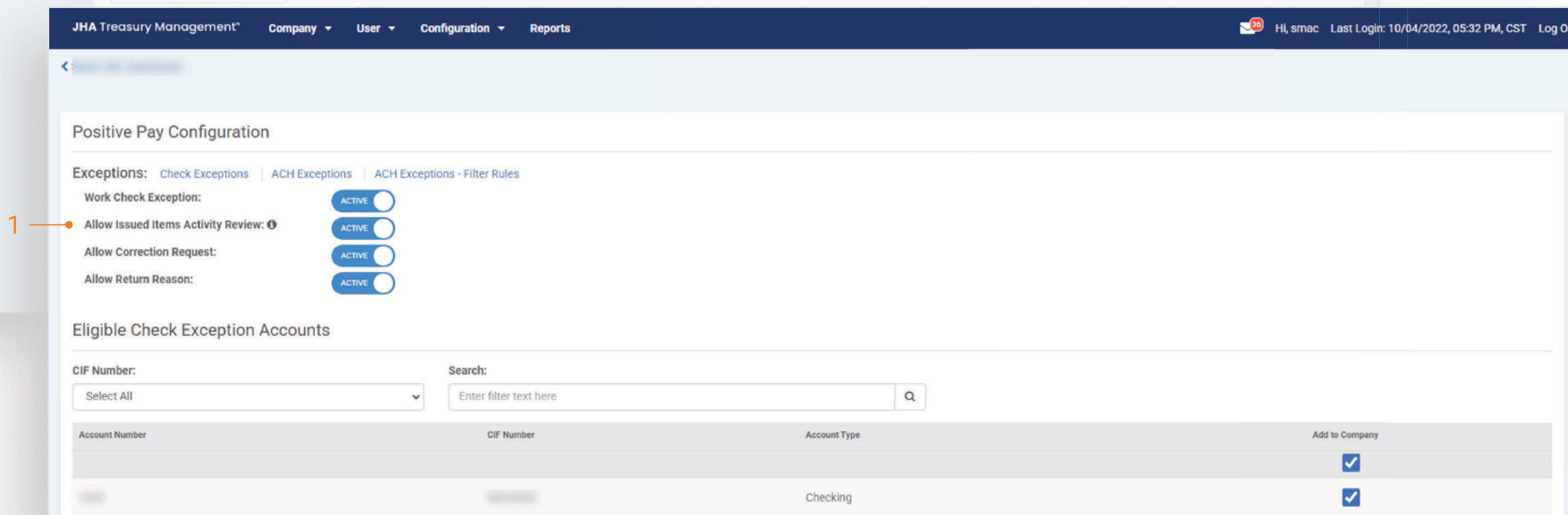
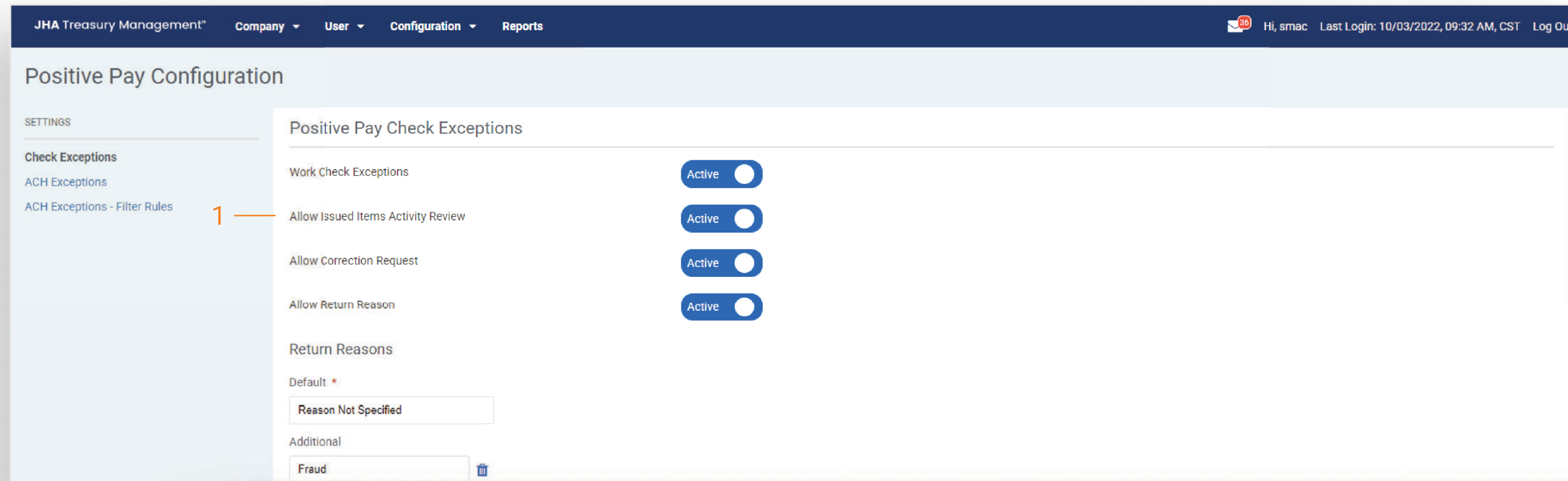
- Issued Items Activity is available to the customer and allows them to be self-sufficient in researching information
- The self-service functionality should result in reduced call volume for the banks
- Banks now have the ability to generate Issued Items Reports in Back Office that will report on the same information that customers can view in the Issued Items view

Benefits for Customers?

- Issued Items Activity is available to customers and allows them to research information without calling the bank
- Robust and flexible search features
- Ability to generate reports without relying on the bank
- Useful tool for Issued Items reconciliation

New Feature: Allow Issued Items Activity Review

1. **Allow Issued Items Activity Review** is available at the FI Product Feature Configuration level and the Company Product Feature Configuration level. When enabled within the Positive Pay Product Feature Configuration, customers entitled with Upload/Create ARP Files, will be able to view issued items previously created within Treasury Management as well as files/transactions uploaded directly into SilverLake.



Positive Pay – Issued Items Activity

Back Office Positive Pay Issued Items Report

JHA Treasury Management™ Company User Configuration Reports CURRENT FI: tm554											
Positive Pay Issued Items Report											
Company	Created By	Item Type	Item Status	Account Number	Check Number	Issued Date	Created Date	Void Date	Check Amount	Payee	Audit Info
TMJS	SMAC	Check	Cleared		1000115	01/08/2024	01/09/2024		\$33.23	MAC Realty	
TMJS	SMAC	Check	Cleared		1000116	01/08/2024	01/09/2024		\$175.08	MAC Advertising	
TMJS	SMAC	Void	Void		1000117	01/08/2024	01/09/2024	03/01/2024	\$23.41	MAC Logistics	
TMJS	SMAC	Check	Issued		1000118	01/08/2024	01/09/2024		\$55.67	MAC INC	
TMJS	SMAC	Check	Issued		1000119	01/08/2024	01/09/2024		\$181.11	MAC Systems	
TMJS	SMAC	Check	Issued		1000120	01/08/2024	01/09/2024		\$95.68	MAC Construction	
TMJS	SMAC	Check	Issued		1000121	01/08/2024	01/09/2024		\$33.23	MAC Realty	
TMJS	SMAC	Check	Issued		1000122	01/08/2024	01/09/2024		\$175.08	MAC Advertising	
TMJS	SMAC	Check	Issued		1000123	01/08/2024	01/09/2024		\$23.41	MAC Logistics	
TMJS	SMAC	Check	Issued		1000124	01/08/2024	01/09/2024		\$55.67	MAC INC	
									\$2,312.39		

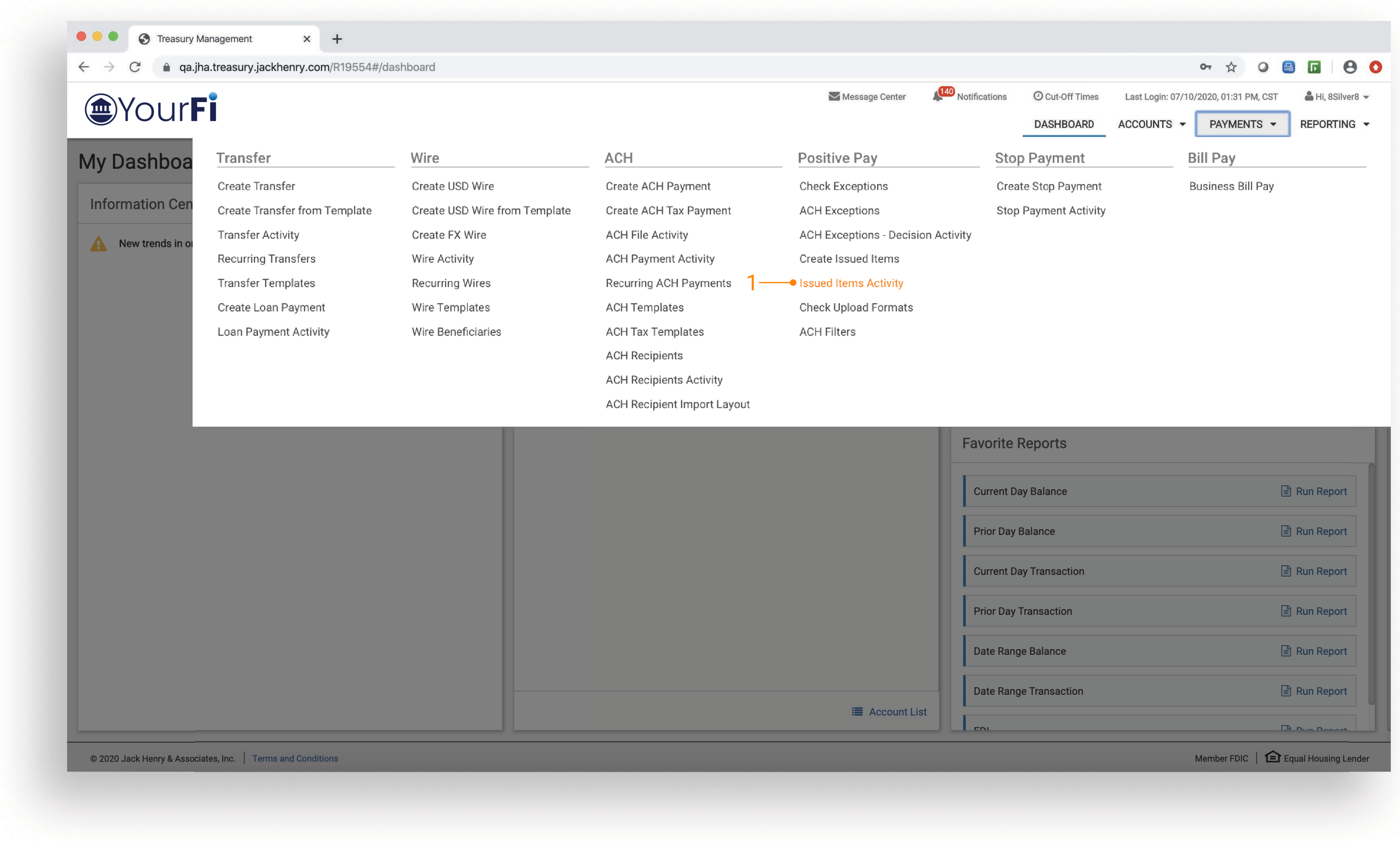
Viewing 1 to 25 of 115 items

First Previous 1 2 3 4 5 Next Last 25

Banks will have the option to review issued items as well as review up to date check information

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Channel User Access



Once the appropriate entitlements have been granted, the customer will see the following navigation.

1. **Issued Items Activity** – Navigate to Payments, then to Positive Pay, and channel customers will see the option for Issued Items Activity.

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Search Options

1. **Search** Customers can search by Created Date, Issued Date, or Void Date
2. **Type to Filter** – Search for a specific transaction by entering payment information or entering a character/numeric string. The Type to Filter will search across all columns looking for a match on the string of data whether at the beginning, middle, or end of the field.
3. **Issued Item status** will be available for each issued item on the Issued Items Activity page. Issued Item statuses include: Issued, Cleared, Returned, Void, Stop Pay, Stale Date, and Deleted. The deleted status will only be for items deleted in SilverLake.
 - Customers can search by Created Date, Issued Date, or Void Date.
 - Customers can now search for a partial payee name match in addition to an exact payee name match.

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Search Results

The screenshot displays the 'Issued Items Activity' interface. At the top, there's a navigation bar with 'YourFi' logo and various system links like 'Message Center', 'Notifications', 'Cut-Off Times', and 'Last Login: 02/28/2024, 08:22 AM, CST'. Below this, a secondary navigation bar includes 'DASHBOARD', 'ACCOUNTS', 'PAYMENTS', 'RECEIVABLES', 'REPORTING', and 'ADMIN'. The main content area features a 'Check Exceptions' link (labeled 1) and a 'Create Issued Items' button (labeled 2). To the right, there are 'Download' (labeled 3) and 'Print' (labeled 4) buttons. A summary box shows 'Total Issued Items: 109' and 'Total Amount: \$11,155.34'. The central table lists individual items with their respective details. A sidebar on the left is titled 'Search Issued Items Activity'. At the bottom, there's a pagination control showing 'Viewing 1 to 10 of 109 items' and a footer with '© 2024 Jack Henry & Associates, Inc. | Terms and Conditions' and 'Member FDIC | Equal Housing Lender'.

Item Entry Type	Item Type	Item Status	Issued Date	Created Date	Void Date	Account	Amount	Check Number	Payee
Manual	Void	Void	01/08/2024	01/09/2024	03/01/2024	19xx2025	\$23.41	1000117	MAC Logistics
Upload	Check		01/08/2024	01/09/2024		19xx2025	\$55.67	1000100	MAC INC
Upload	Check		01/08/2024	01/09/2024		19xx2025	\$181.11	1000101	MAC Systems
Upload	Check		01/08/2024	01/09/2024		19xx2025	\$95.68	1000102	MAC Construction
Upload	Check	Returned	01/08/2024	01/09/2024		19xx2025	\$33.23	1000103	MAC Realty
Upload	Check		01/08/2024	01/09/2024		19xx2025	\$175.08	1000104	MAC Advertising
Upload	Check		01/08/2024	01/09/2024		19xx2025	\$23.41	1000105	MAC Logistics
Upload	Check	Returned	01/08/2024	01/09/2024		19xx2025	\$55.67	1000106	MAC INC
Upload	Check	Cleared	01/08/2024	01/09/2024		19xx2025	\$181.11	1000107	MAC Systems
							\$920.05		

Customers will be presented with results based upon search. From the activity page, users can review previously entered items as well as current day entered items.

- 1 Customers can navigate to the Check Exceptions by utilizing the quick navigation
- 2 Customers can select Create Issued Items to navigate to the issued item entry workflow
- 3 Download with PDF and CSV formats available
- 4 Print feature available
- 5 Customers will also have the option to review an audit log by selecting the audit icon. This audit trail will provide user information associated with the appropriate action along with the date and timestamp.

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Results Total Feature

1 Customers can click on the dollar amount and a modal opens with an overview of item count and amount total associated with each account.

The screenshot displays the 'YourFi' web application interface. The top navigation bar includes 'Message Center', 'Notifications' (with a red badge showing '49'), 'Cut-Off Times', 'Last Login: 02/28/2024, 08:22 AM, CST', and a user profile 'Hi, smac'. The main menu has 'DASHBOARD', 'ACCOUNTS', 'PAYMENTS', 'RECEIVABLES', 'REPORTING', and 'ADMIN'. The 'PAYMENTS' section is active.

The 'Issued Items Activity' page features a search sidebar on the left with filters for 'Item Entry Type', 'Item Type', 'Item Status', 'Date Type', 'Year to Date', 'Accounts', 'Amount', and 'Check Number'. The main content area shows a table of issued items with columns for 'Item Entry Type', 'Item Type', 'Item Status', 'Issued Date', 'Created Date', 'Void Date', 'Account', 'Amount', 'Check Number', and 'Payee'. A modal window titled 'Total Issued Items' is overlaid on the table, displaying a summary of account totals:

Account Number	Item Count	Amount Total
19xx2025	108	\$10,155.24
19xx2026	1	\$1,000.10
		Total Amount: \$11,155.34

The modal includes an 'OK' button. The table in the background shows various items, including 'Manual', 'Upload', and 'Void' entries with their respective amounts and payees like 'MAC Logistics', 'MAC INC', 'MAC Systems', 'MAC Construction', 'MAC Realty', and 'MAC Advertising'. The footer of the page includes '© 2024 Jack Henry & Associates, Inc.', 'Terms and Conditions', 'Member FDIC', and 'Equal Housing Lender'.