



User Guide

Section 8.5

Warehouse Capacity

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Section 8.5 Warehouse Capacity

A. Introduction

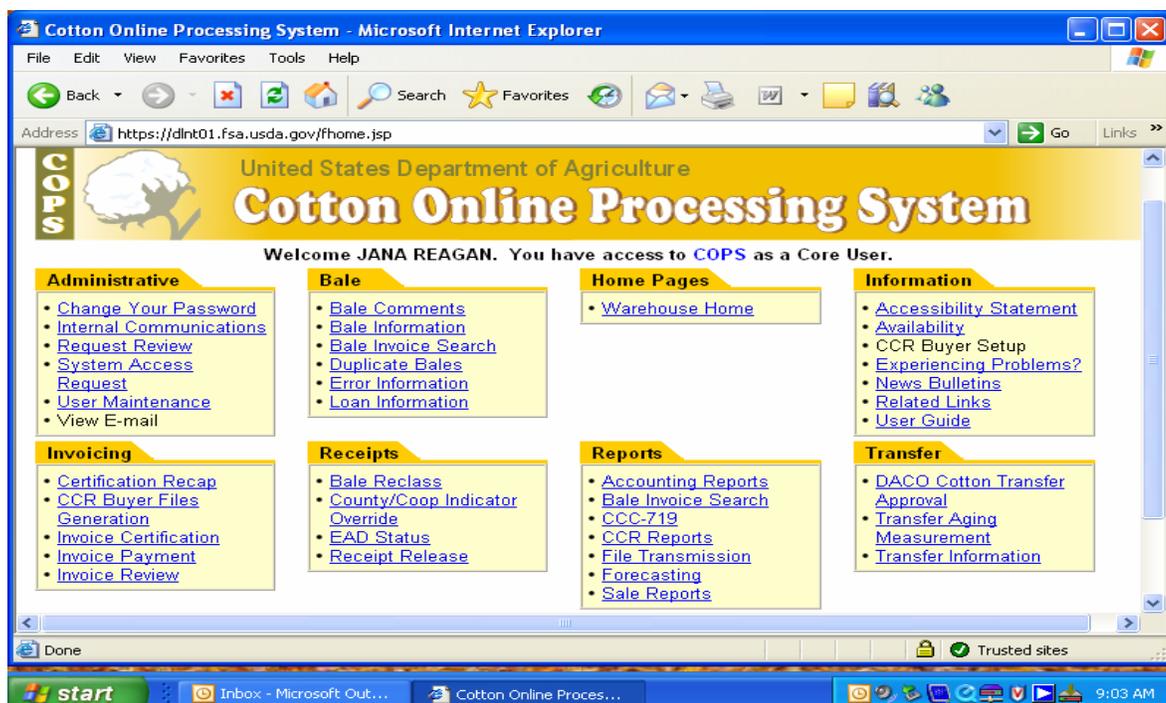
The "Warehouse Capacity" link under On Line List on the COPS Warehouse Home Page provides the COPS user with the ability to generate warehouse capacity information at a glance dynamically in either HTML or PDF files (Portable Document Format– see <http://www.adobe.com/products/acrobat/main.html>). The PDF shows approved capacity, current capacity of loaned and owned bales and the percentage of current to approved. Access to this link is secured and limited to Core Users, CMA, States, Counties and Examiners.

B. Screens

1. Home Page (A_HOM_100)

The **COPS Home Page** allows the User to select options based on their User ID. The allowed options will be underlined, showing that the link is available.

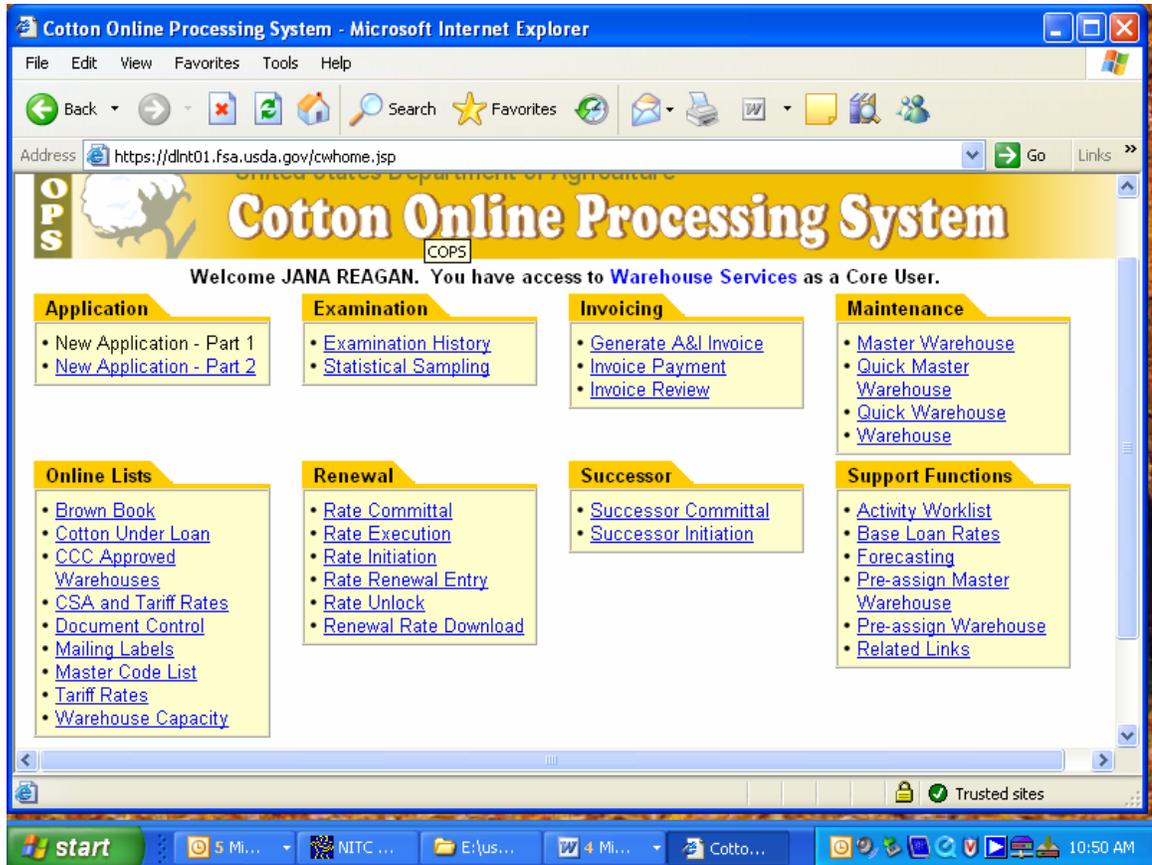
Along with the **Home Page**, there will appear on all screens (except on pop-up screens) along the top, a **Menu / Navigation bar** to assist in proceeding through the various menu options.



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2. Warehouse Services Home Page (CW_HOM_100)

When the Warehouse Home option under the Home Pages heading is selected, the Warehouse Services Home page is displayed.



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3. Warehouse Capacity screen (WS_OLIST_800)

When the Warehouse Capacity option under the Reports heading is selected the Warehouse Capacity Criteria page appears. Enter a warehouse code, warehouse name, master warehouse code, warehouse range, master warehouse range, license type or state. Click Generate Report.

If All data is desired do not enter any criteria, Click Generate Report.

Select the radio button for the sorting option required for the Warehouse Capacity Report PDF.

If no data was found, the “no records were generated based upon your criteria selection” page will be displayed.

Warehouse Capacity Criteria Selection Page - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Home Pages Application Examination Invoicing Maintenance Online Lists Renewal Successor Support Functions Logoff

United States Department of Agriculture
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Warehouse Capacity Criteria

Warehouse Code

Warehouse Name Starting with

Master Warehouse Code

Warehouse Range From: To:

Master Warehouse Range From: To:

License Type ALL

State (00)-ALL STATES

Sort by

Warehouse Code

Warehouse Name

Master Warehouse Code

State

NOTE: Warehouse Capacity Report processing can take several minutes.

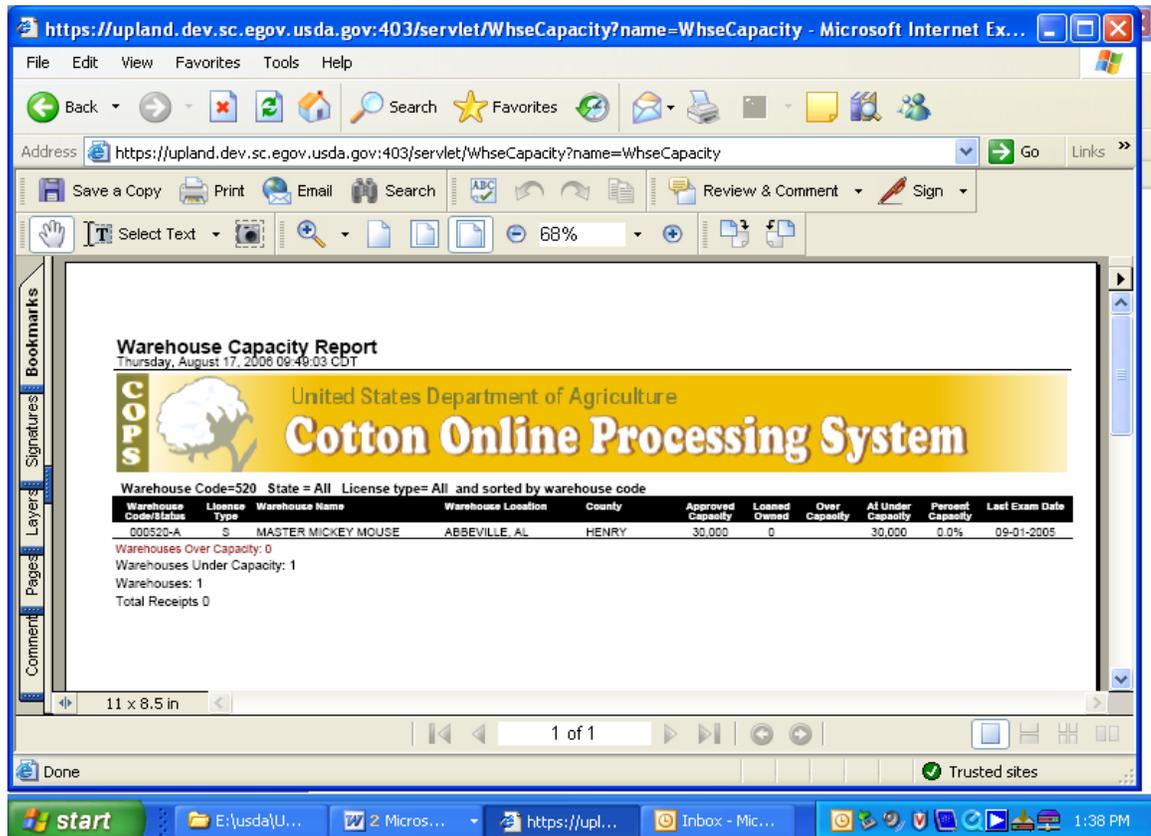
Generate Report Clear

Done Internet

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4. Warehouse Capacity Report PDF

The Warehouse Capacity Report which is a PDF will appear. The Warehouse Capacity Report will display the entered data on the page. If there is no criteria selected then the report will be populated with all warehouses for ever state and county.



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C. Warehouse Capacity Report Access Instructions

Step	Action	Results
1.	Selects Warehouse Home link under the HOME PAGES tab on the COPS Home page.	Displays the Warehouse Services Home Page.
2.	Selects Warehouse Capacity link under the ONLINE LISTS tab on the COPS Warehouse Services Home Page.	Displays the Warehouse Capacity Criteria page.
3.	Enter a warehouse code, warehouse name, master warehouse code, warehouse range, master warehouse range, license type or state.	Displays the entered data on the page.
4.	Select a state from the drop down box.	Displays the entered data on the page
5.	Select a license type from the drop down box.	Displays the entered data on the page.
6.	Select the radio button for the sorting option required for the Warehouse Capacity Report PDF.	The radio button will show selected based upon the sort option clicked.
7.	Click GENERATE button	COPS creates the Warehouse Capacity Report PDF based upon the data entered. If no data was found, the “no records were generated based upon your criteria selection” page will be displayed.
8.	Click CLEAR button.	COPS clears the data entered on the criteria page and resets the values back to the default values.

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D. Warehouse Capacity Report PDF Access Instructions

1	Navigate through the PDF using the Acrobat paging and scrolling features.	The Warehouse Capacity Report PDF is scrolled forward and backward.
2	Return to the Warehouse Capacity Criteria page using either the BACK button available via Internet Explorer or Netscape.	The Warehouse Capacity Criteria page is displayed.

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E. Function Tables for Screens

1. Home Page (CW_HOM_100) Screen Functions

Selection	Description
Warehouse Capacity	Link to the Warehouse Capacity Report process. The Warehouse Capacity Report screen will be opened.
Command Buttons	Functions
<i>None</i>	

2. Warehouse Capacity Criteria (WS_OLIST_800) Screen Functions

Selection	Description
Warehouse Code	Enter specific warehouse code.
Warehouse Name	Enter a warehouse name either by starting with a specific letter containing a specific letter.
Master Warehouse Code	Enter specific master warehouse code.
Warehouse Range	Enter a Warehouse range that may contain a “from and to”, “to” or “from” warehouse code(s).
Master Warehouse Range	Enter a Master warehouse range that may contain a “from and to”, “to” or “from” master warehouse code(s).
License Type	Select a License Type from drop down box.
State	Select a State from drop down box.
County	Select a County from drop down box, first must select a state.
Sort By	Select from warehouse name, warehouse code, master warehouse name, state or county. Gives the option of how report will be sorted.
Command Buttons	Functions
Generate Report	Creates the Brown Book Report PDF based upon the data entered.
Clear	Clears the data entered on the criteria page and resets the values back to the default values.

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3. Warehouse Capacity Report (PDF) Report Functions

Selection	Description
Warehouse Code	Unique six digit identifying number used to identify warehouses assigned by Kansas City Commodity Office.
License type code and description	Federally, State or Unlicensed facility
Warehouse Location	Main location in city and state format
County	Location of county where warehouse is located
Approved Capacity	Warehouse space approved by a CCC Contracting Officer for the storage of cotton
Loaned	Cotton which was placed in storage by someone other than CCC and pledged to CCC as security for a CCC price support loan
Owned	Cotton in which title is vested in CCC
Over Capacity	Number of Loaned/Owned bales exceeding the Approved Capacity
At Under Capacity	Number of Loaned/Owned bales below the Approved Capacity
Percent Capacity	Percentage of Loaned/Owned bales compared to the Approved Capacity
Last Exam Date	Date of last Subsequent exam
Load out capabilities for truck and rail	Type and weekly handling capabilities
Primary master warehouse contact with phone number and fax number	Contact information for legal entity representative
Bale capacity for all locations	Total capacity of all warehouses, compartments and rooms under warehouse code
Number of locations	Aggregate count of how many cities are included in one code number
Number of Warehouse	Aggregate count of how many cities are included in one code number
Command Buttons	Functions
none	

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F. History / Revision Log

Version #	Date	PSR #	By	Description
1.0	05/07/2007		J.Reagan	New option for User Guide for new CWS menu option to show warehouse information in PDF report form.