

ACH Origination

The ACH Origination feature in VIEW was designed to keep track of the ACH Origination accounts and origination information. This is for information purposes only and is not directly linked to the ACH Origination system (i.e. Fedline). The staff person(s) responsible for ACH can generate the ACH Origination Report (Reports window) for a specific transaction date so that the ACH Origination system (i.e. Fedline) can be updated with new, changed and deleted ACH Origination information.

Add

With the member displayed, select one of the following:

- Folders (below suffixes) > Add > ACH Origination.
- Select the ACH Origination folder > Add.

The system displays the Add ACH Origination window. The Add ACH Origination window is used to add a new ACH Origination record for the member.

Continue to the next window. The system displays.

The screenshot shows a software window titled "Datamatic VIEW" with a sub-header "Add ACH Origination". The form contains the following fields:

- Suffix: 00 Regular Shares (\$13,636.88) [dropdown]
- Transaction: [dropdown]
- Amount: [text box]
- Post Date: [dropdown]
- Start Date: [text box with calendar icon]
- Other Institution**
- Routing/Transit: [text box]
- Account: [text box] Type: [dropdown]
- Name: [text box]
- Address: [text box]
- City: [text box] State: [text box] Zip: [text box]
- Phone: [text box]
- [Add button]

Select or enter the following information for the ACH Origination.

Suffix: Select the suffix for which the origination applies. Make a selection from the drop down box.

Transaction: Enter the type of transaction that is to occur from the credit union's perspective when the ACH transaction is posted. The options are:

- Deposit
- Payment
- Withdrawal

Amount - Enter the amount of the transaction.

Post Date - Enter the date of the month that the transaction is expected. This date is also used when the ACH Origination Report is generated. If a Transaction Date of 10 is entered, the system will pull all of the ACH Origination records with a Post Date of the 10th.

Start Date - Enter the date that the transaction is expected to start.

The other half of the window is used to enter the information for the Other Institution. When finished, select the Add button.

The ACH Origination icon now displays on the Member Summary window. Changes can be made to ACH Origination record(s) on the system by selecting the specific ACH Origination. A box will display to enter the changes.

Audit ACH Origination

Make one of the following selections:

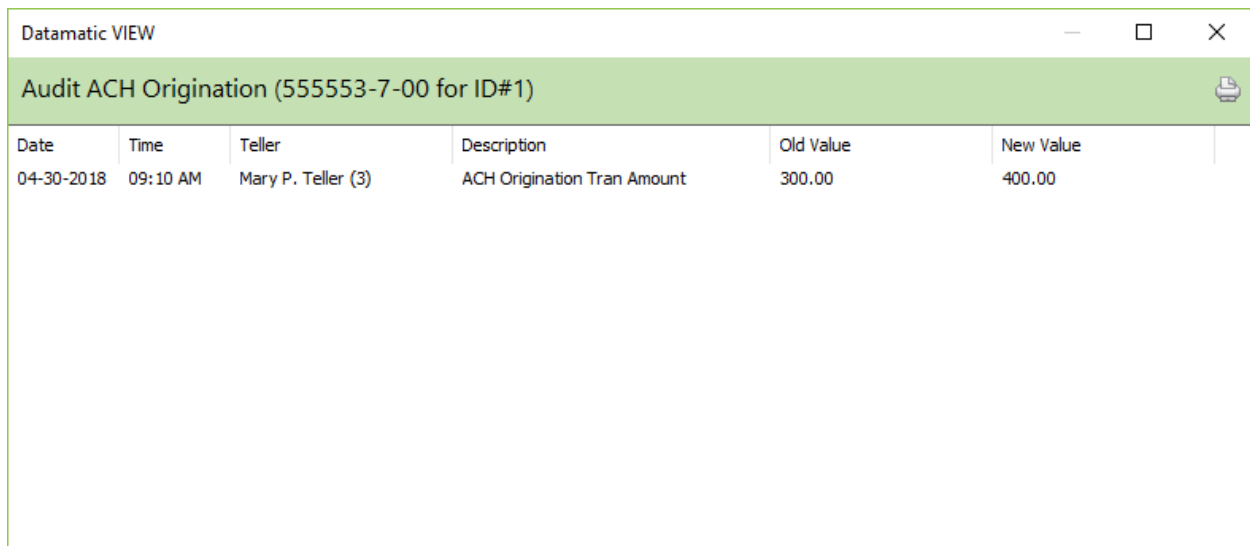
- [\[Main Ribbon or Member Ribbon > Inquiry > Audit > ACH Origination\]](#).
- Alt + I > Audit > ACH Origination

The Audit - ACH Origination option is used to view the file maintenance done on a specific suffix with regards to an ACH Origination record for a specific member.

Enter a valid account number and an ID (1-99) then press enter or click on Go. If the account number is not known, click on the magnifying glass to the right of the Account field to search for the account number.

The first ACH Origination entered on the system would be ID 1, the second ACH Origination entered would be ID 2, etc.

The system displays.



The screenshot shows a window titled "Datamatic VIEW" with a green header bar that reads "Audit ACH Origination (555553-7-00 for ID#1)". Below the header is a table with the following data:



Date	Time	Teller	Description	Old Value	New Value
04-30-2018	09:10 AM	Mary P. Teller (3)	ACH Origination Tran Amount	300.00	400.00

The purging of file maintenance is done with year end processing. After the file maintenance is purged from the system, the information will no longer be displayed on the audit inquiry windows.

Examples: On 12-31-13, file maintenance history before 1-1-13, which includes audit information, was purged from the system. On 12-31-12, file maintenance history before 1-1-12 was purged from the system.

Display

From the Member Summary window, select ACH Origination. This selection will only display, if an ACH Origination has been entered for this member.

ACH Origination			
↑ Up One Level + Add ✕ Remove			
DESCRIPTION	INSTITUTION	TRANSACTION	AMOUNT
 00 Regular Shares	53rd Bank	Deposit on the 4th	\$400.00
 69 Heloc 7.05%	Best Credit Union	Payment on the 19th	\$177.32

The ACH Origination records for this member are displayed. ACH Origination records will remain on the system until the record is deleted.

This window can also be used to set up a new ACH Origination. Highlight the designated area and press enter or double click on the designated area to display the Add ACH Origination window.

Edit and Delete

To make changes to an ACH Origination, select the specific ACH Origination. The Edit ACH Origination box is displayed.

To delete an ACH Origination from an account, highlight the ACH Origination to be deleted and press the delete key. A confirmation box will be displayed. To proceed with deleting the ACH Origination, select yes. Otherwise, select no.

Edit ACH Origination

Datamatic VIEW
✕

Edit ACH Origination
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Account:	<input type="text" value="555553-7-69"/>		
Transaction:	<input type="text" value="Payment"/>		
Amount:	<input type="text" value="\$177.32"/>		
Post Date:	<input type="text" value="19th"/>		
Start Date:	<input type="text" value="11-19-2009"/>		
Other Institution			
Routing/Transit:	<input type="text" value="343434343"/>		
Account:	<input type="text" value="1313332"/>	Type:	<input type="text" value="Savings"/>
Name:	<input type="text" value="Best Credit Union"/>		
Address:	<input type="text" value="2323 N. River Street"/>		
City:	<input type="text" value="Anytown"/>	State:	<input type="text" value="MI"/>
		Zip:	<input type="text" value="48999-1234"/>
Phone:	<input type="text" value="555-444-7878"/>		

Select Save, after making any needed changes.

ACH Origination Reference

ACH Origination Report – Refer to the Reports manual.