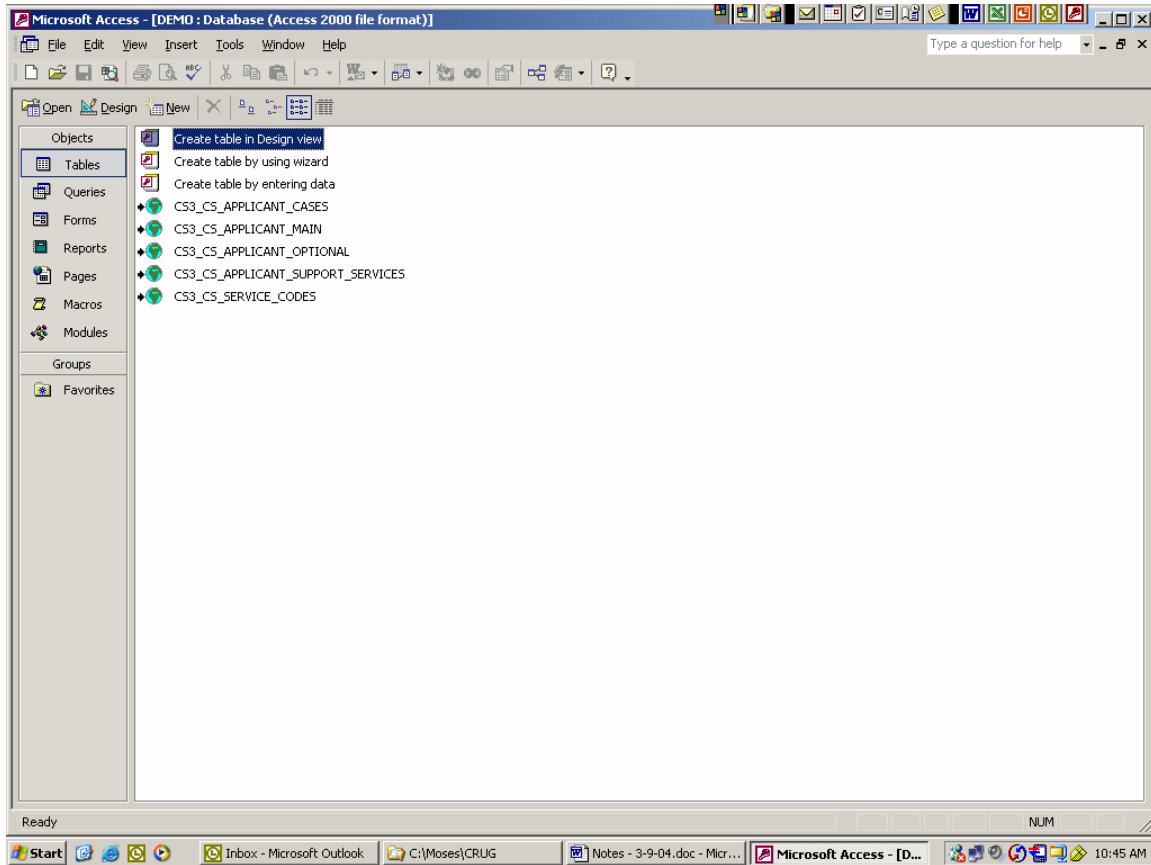


NOTES FOR CRUG MEETING  
MARCH 9, 2004

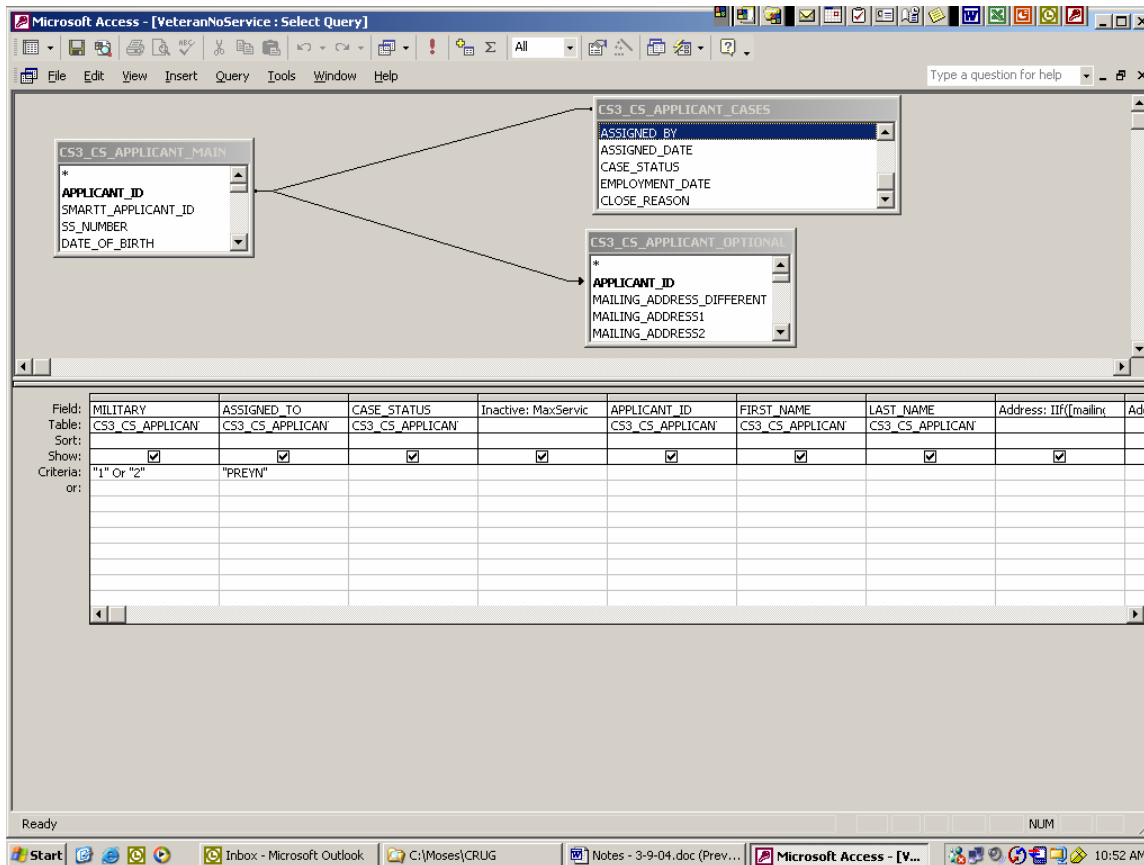
- ❖ Create new database
- ❖ Link to Moses tables



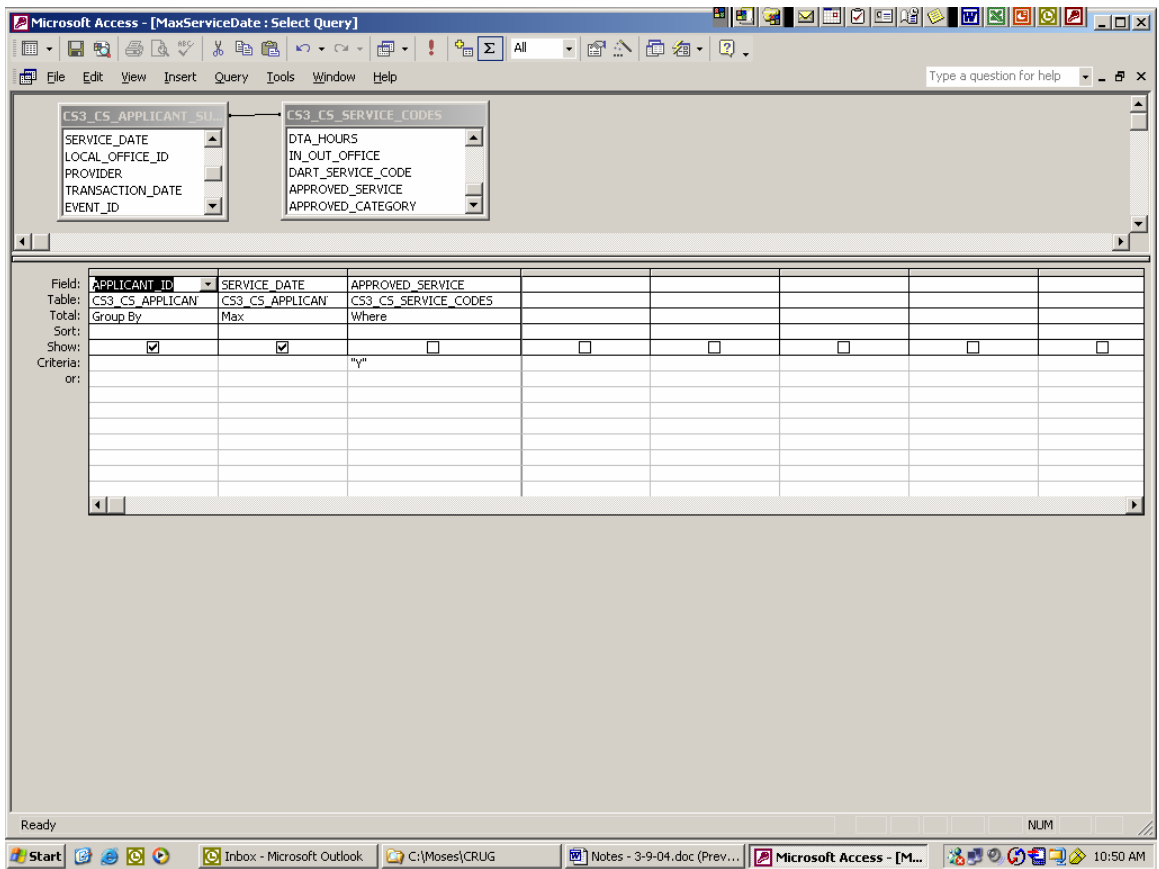
❖ Create queries

➤ Query 1 - VeteranNoService

- Veteran – Military 1 or 2
- Open cases
- Case manager
- If statement (mailing address different from address in applicant main) includes address, address line 2, city state and zip
  - ◆ Address: Iif([mailing\_address\_different]="Y",StrConv([Mailing\_address1],3),StrConv([ADDRESS\_1],3))
  - ◆ AddressLn2: Iif([mailing\_address\_different]="Y",[Mailing\_address2],[ADDRESS\_2])
  - ◆ CityStateZip: Iif([mailing\_address\_different]="Y",[Mailing\_city] & ", " & [Mailing\_State] & " " & [Mailing\_Zip],[city] & ", " & [State] & " " & [Zip])
- If statement (prefix)
  - ◆ Prefix: Iif([GENDER]="M","Mr.,"Ms.")



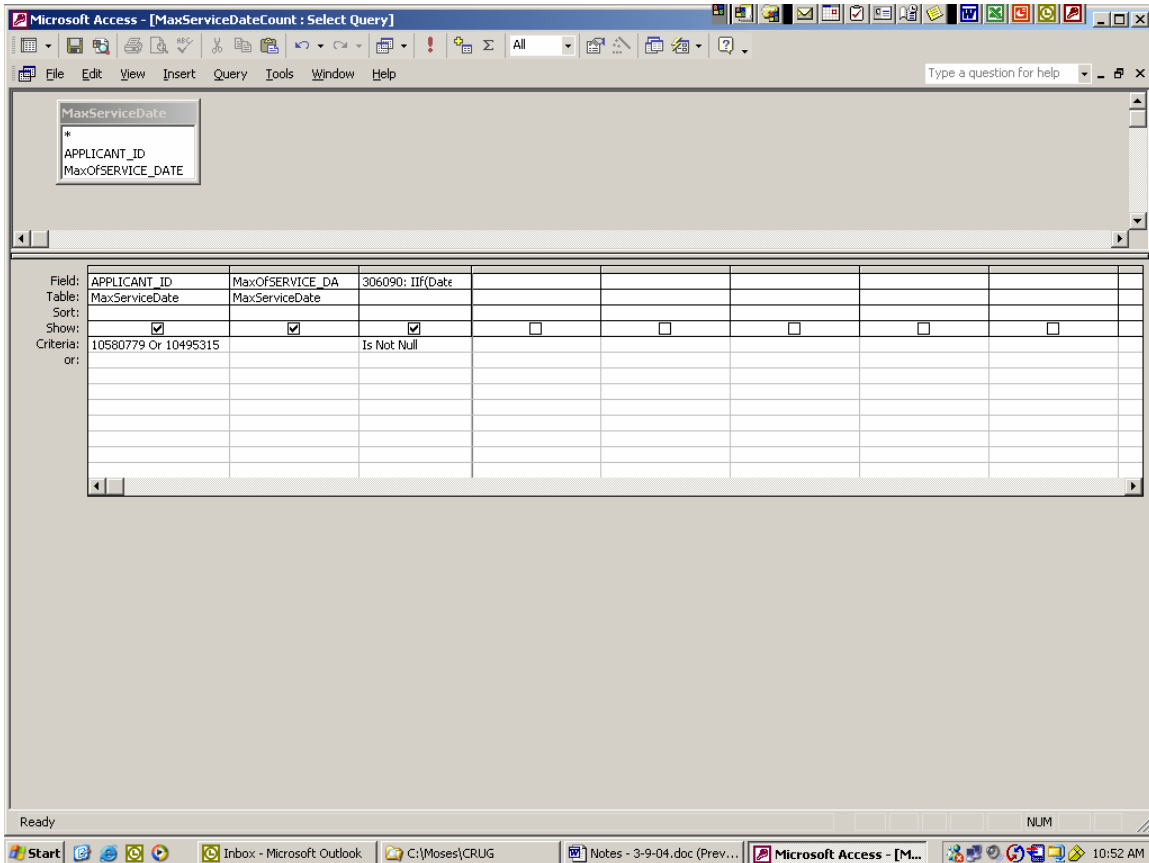
- Query 2 - MaxServiceDate
  - Approved service
  - Max service date



### Query 3 – Max ServiceDateCount

- If statement (30,60,90) to result in manual parameter entry.
- Parameter of applicant ID so that result is small.

306090: IIf(Date()-[maxofservice\_date] Between 30 And 59,"30",IIf(Date()-[maxofservice\_date] Between 60 And 89,"60",IIf(Date()-[maxofservice\_date]>=90,"90"))



➤ Bring Query 3 (Max ServiceDateCount) into Query 1 (VeteranNoService)

The screenshot shows the Microsoft Access interface for a query named "VeteranNoService : Select Query". The design grid includes the following tables and fields:

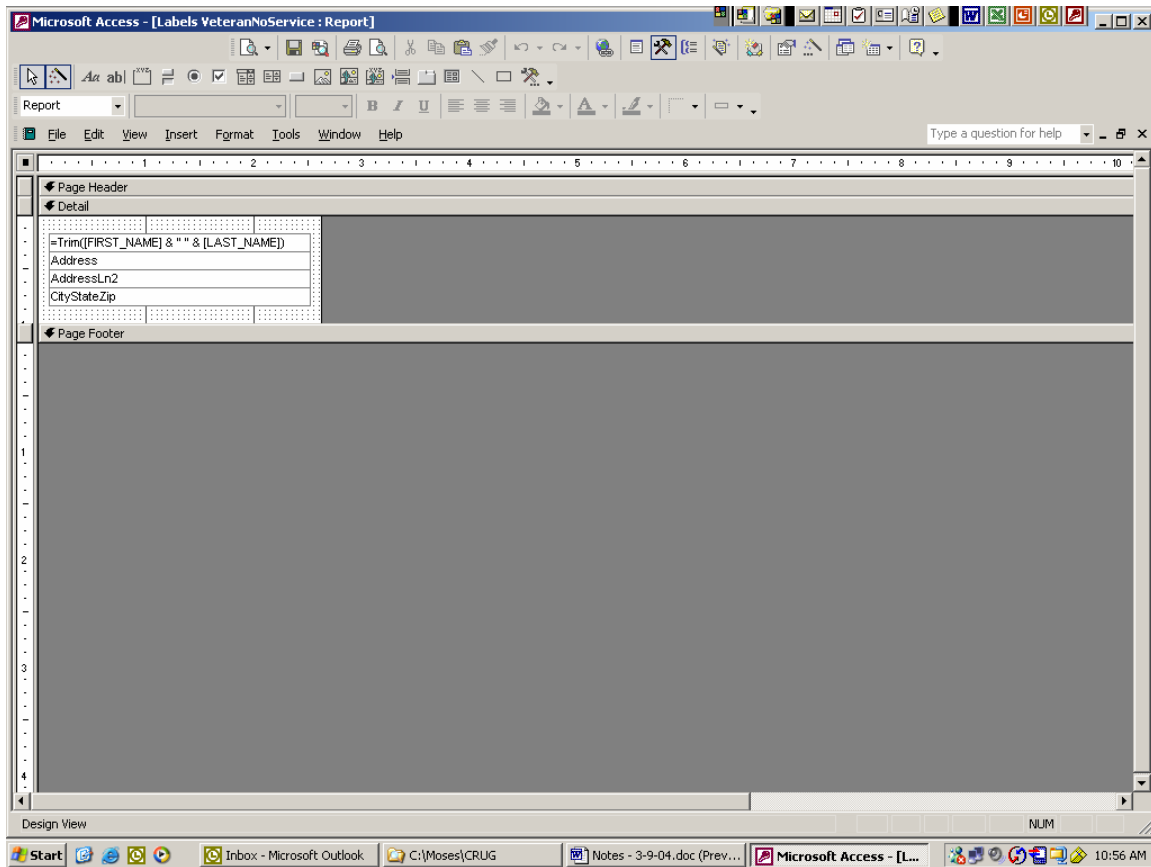
- CS3\_CS\_APPLICANT\_MAIN**: \* APPLICANT\_ID, SMARTT\_APPLICANT\_ID, SS\_NUMBER, DATE\_OF\_BIRTH
- CS3\_CS\_APPLICANT\_CASES**: ASSIGNED\_BY, ASSIGNED\_DATE, CASE\_STATUS, EMPLOYMENT\_DATE, CLOSE\_REASON
- CS3\_CS\_APPLICANT\_OPTIONAL**: \* APPLICANT\_ID, MAILING\_ADDRESS\_DIFFERENT
- MaxServiceDateCount**: \* APPLICANT\_ID, MaxOfSERVICE\_DATE, 306090

The data table below the design grid shows the following columns and values:

Field:	MILITARY	ASSIGNED_TO	CASE_STATUS	Inactive: MaxServic	APPLICANT_ID	FIRST_NAME	LAST_NAME	Address: IIf((mailin, Ad
Table:	CS3_CS_APPLICAN'	CS3_CS_APPLICAN'	CS3_CS_APPLICAN'		CS3_CS_APPLICAN'	CS3_CS_APPLICAN'	CS3_CS_APPLICAN'	
Show:	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Criteria:	"1" Or "2"	"PREYN"						
or:								

The status bar at the bottom indicates "Ready" and "NUM". The taskbar shows the Start button, Microsoft Outlook, C:\Moses\CRUG, Notes - 3-9-04.doc (Prev...), Microsoft Access - [V..., and the system clock at 10:53 AM.

❖ Create labels



❖ Create letter

- Using copy of label controls
- Concatenated statement including prefix and last name
- Insert Word document containing letter (Placement Letter.doc)

