



## Excel Data Extractor

ExcelDataExtractor.DEMenuExt.dnax  
Extension Id: 1434a092-6bf2-447f-a763-52711bff7702

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**Overview:**

This application is a useful utility which transforms an Excel spreadsheet into a dynamic report containing real-time information from DNA. It can be used to query DNA for account balances, loan amounts and tax owner information among other things. Excel Data Extractor empowers the end user to customize the output using a variety of pre-defined queries without having to know Structured Query Language and without ever having to leave DNA.

**Key Benefits:**

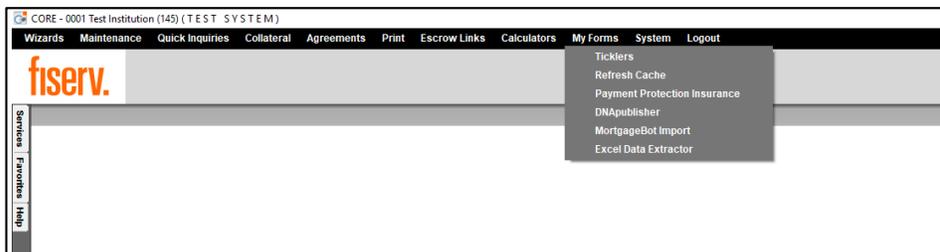
An automated process to query and extract DNA data to an excel file without having to know Structured Query Language and without ever having to leave DNA.

**Processing:**

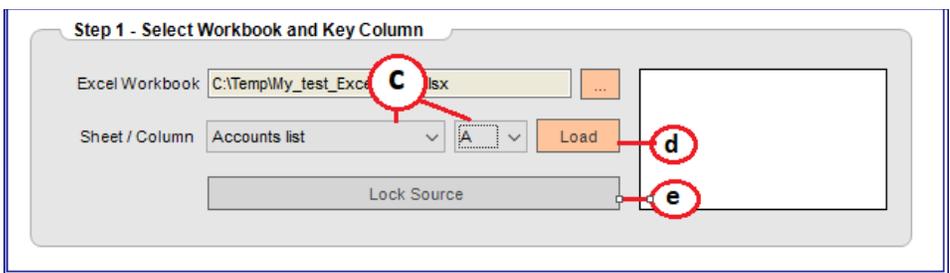
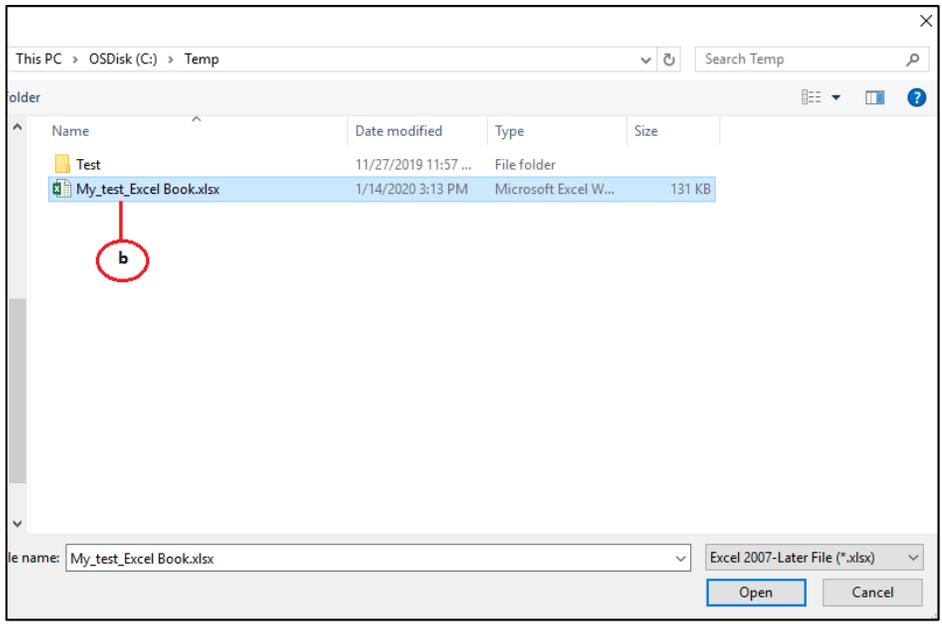
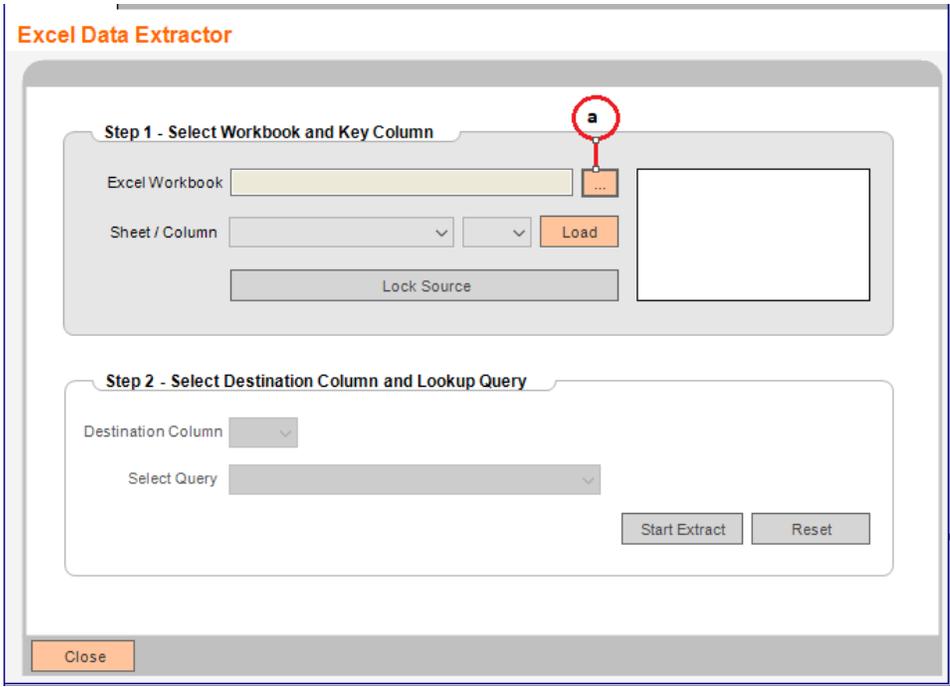
This application allows user to extract account balances, loan amounts and tax owner information among other things. Excel Data Extractor empowers the end user to customize the output using a variety of pre-defined queries without having to know Structured Query Language and without ever having to leave DNA.

**Steps:**

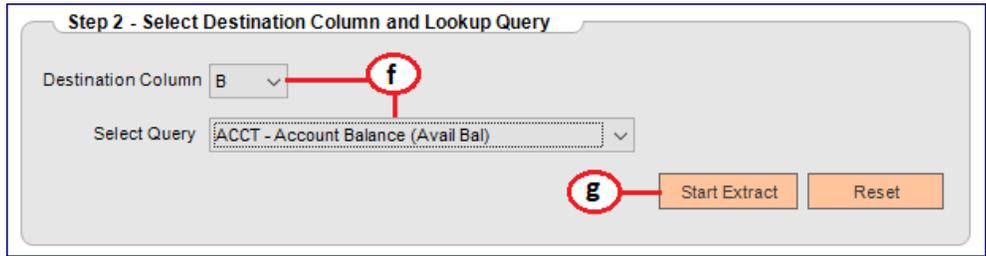
1. Begin by selecting Excel Data Extractor from My Forms on the menu bar.



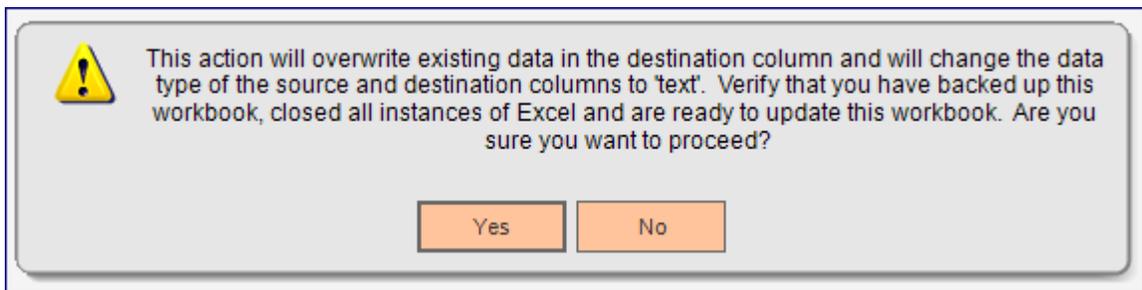
2. Once the form "Excel Data Extractor" loads in a new tab, **Step 1** is to select the Excel workbook, source sheet and column:
  - a. Click the lookup (...) button.
  - b. In the Open File dialog, select an Excel 2007 file.
  - c. Choose a sheet name and column letter containing the source data to be queried against.
  - d. Click the Load button.
  - e. Ensure that any open Excel workbooks are closed then click the **Lock Source** button.



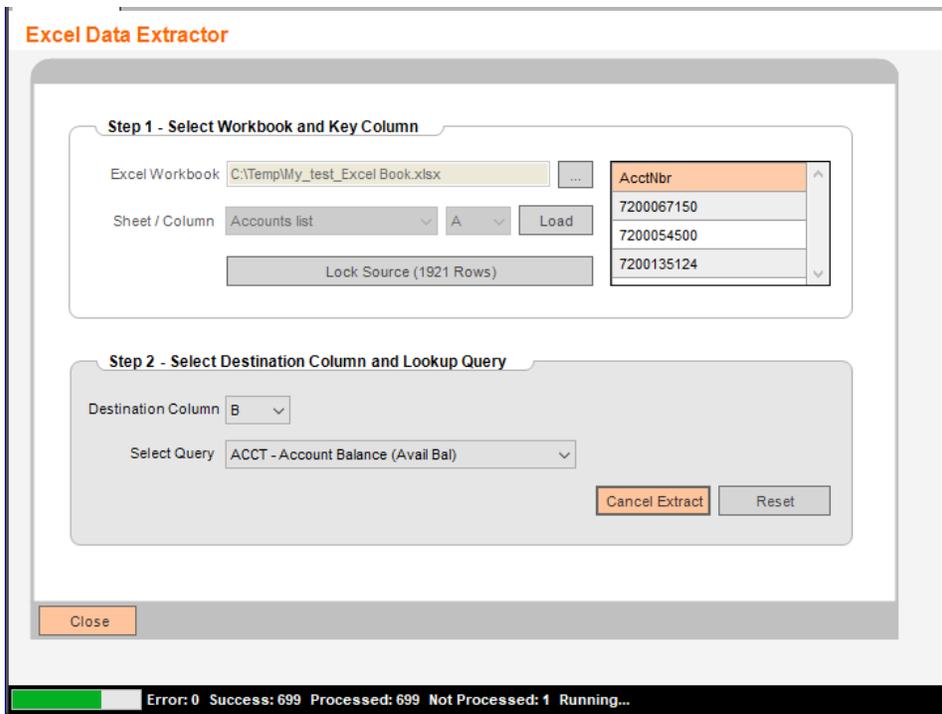
3. In **Step 2**, make the appropriate selections to populate the Excel workbook:
  - f. Select the destination column and query to be used.
  - g. Click the Start Extract button.



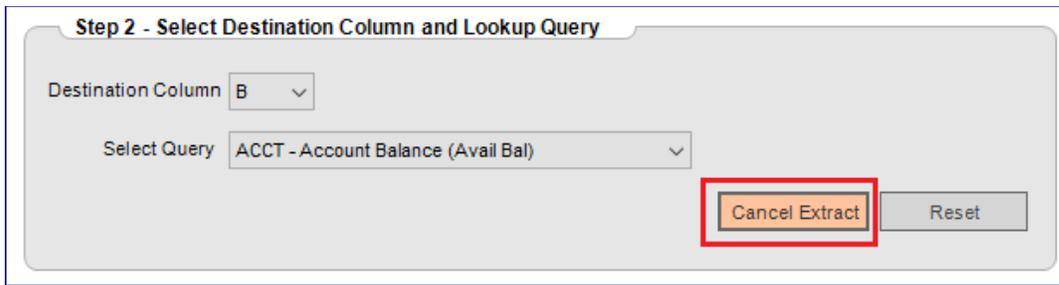
4. Review the following dialog then click YES:



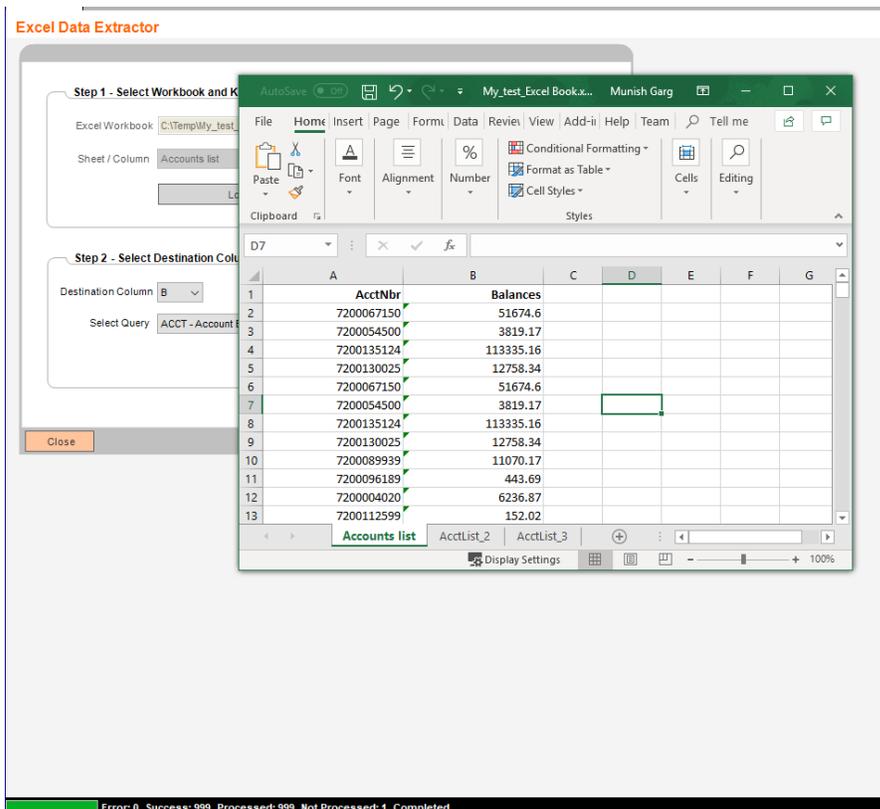
5. Monitor the extract process at the bottom of the screen.



6. Note that once an extract process has been started, it can be cancelled by clicking the Cancel Extract button.



- Once the extract process is finished, the Excel workbook is opened, and the appropriate sheet is selected:



**Screens:**

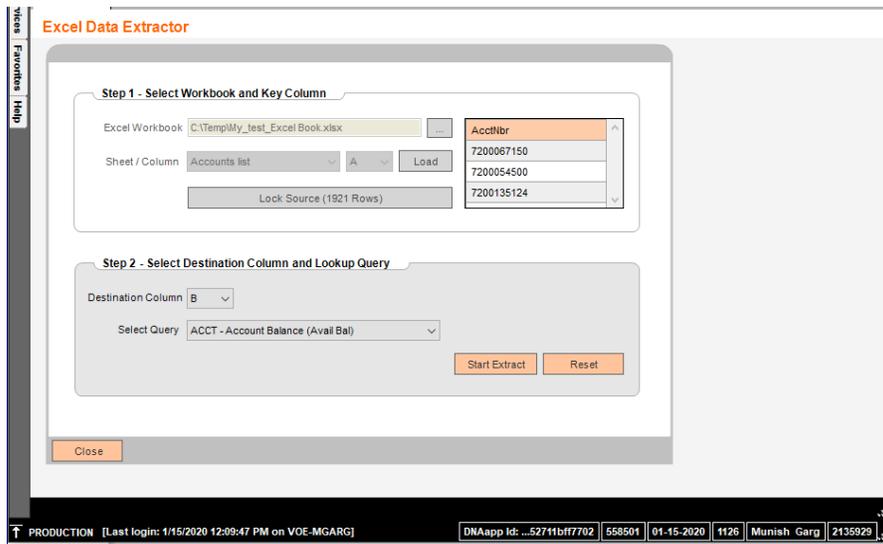
The *Excel Data Extractor* screen is shown and explained below.

**Navigation:**

**Relationships:**

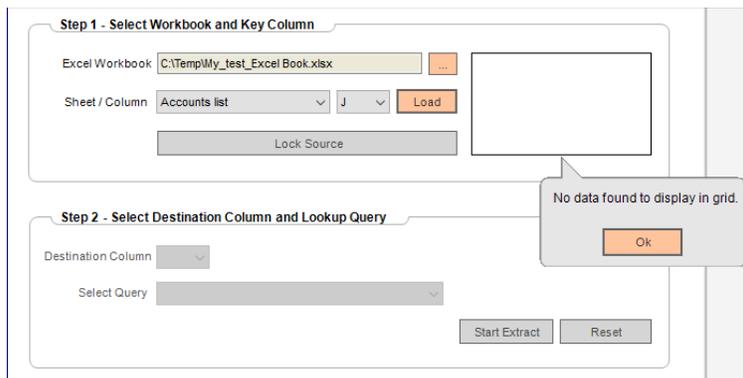
- Services > Relationships > My Forms > Excel Data Extractor
- Services > Transactions > My Forms > Excel Data Extractor
- Services > Services > My Forms > Excel Data Extractor
- Services > System > My Forms > Excel Data Extractor
- Services > Security > My Forms > Excel Data Extractor

**Screen Appearance:**

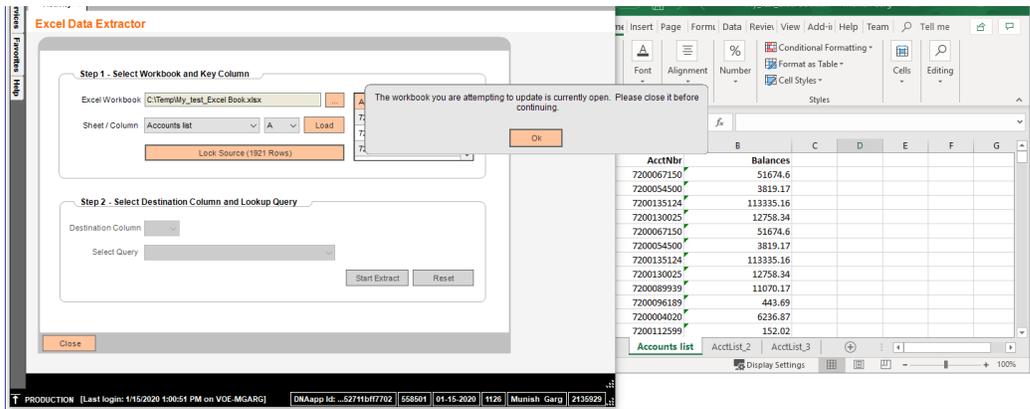


Various dialogs may be presented while the application is being used and include the following:

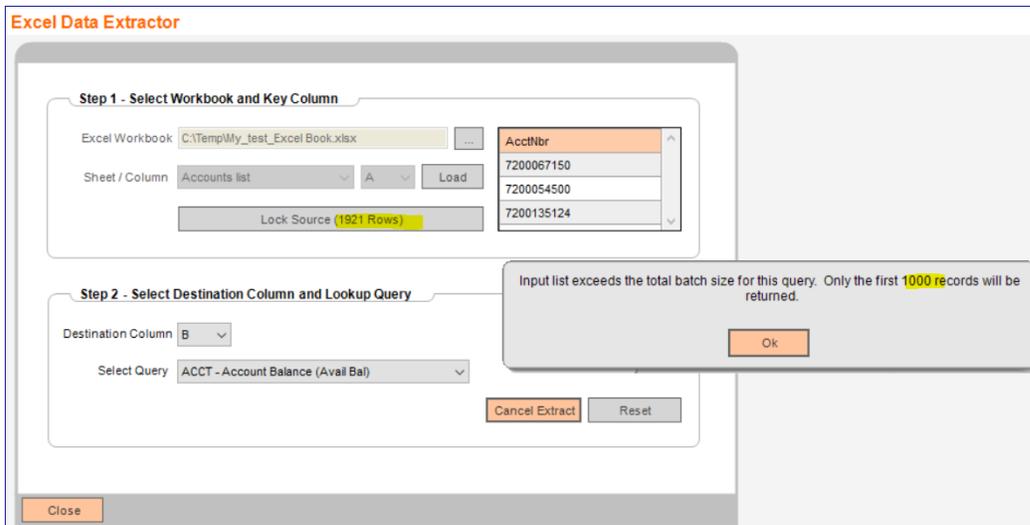
- The source column does not contain data:



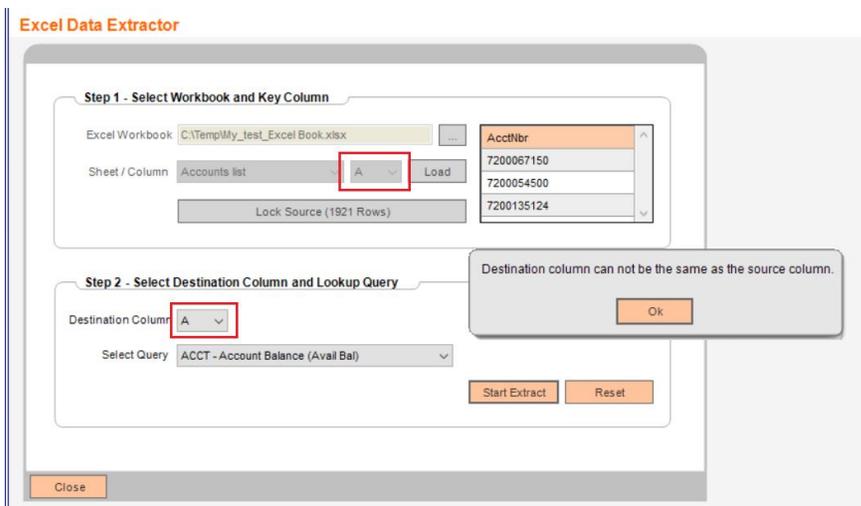
- An Excel workbook is currently open while attempting to lock the source records:



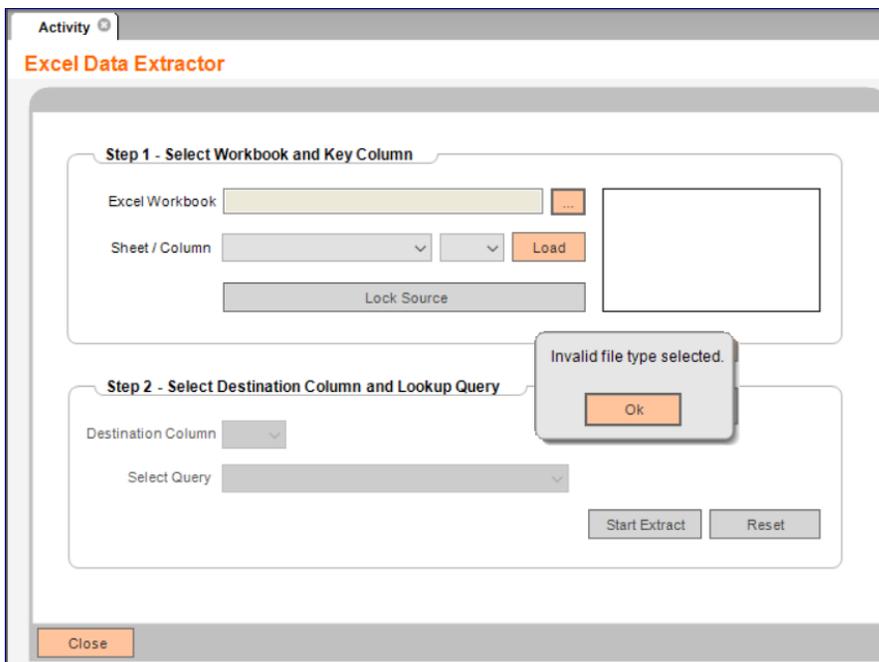
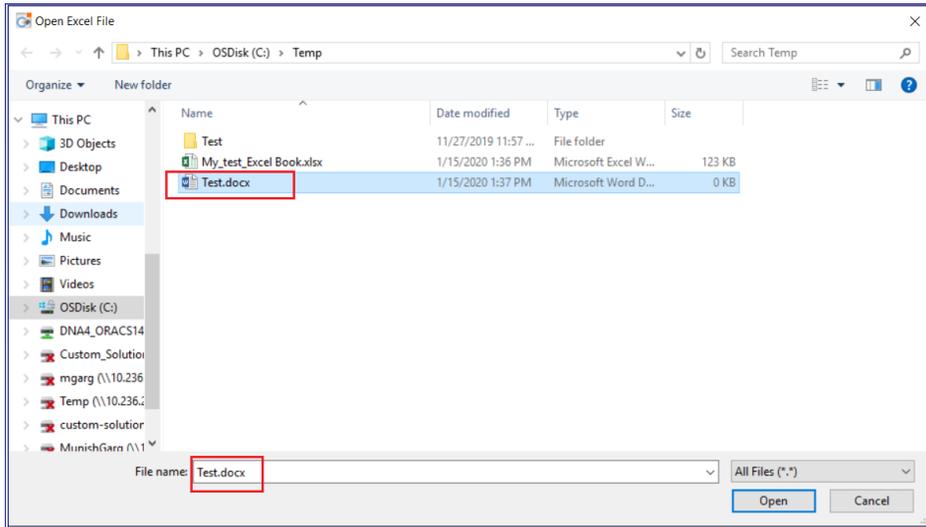
- Each query is pre-defined with a maximum number of rows that can be processed at one time. If the source column exceeds this maximum, the following dialog is displayed:



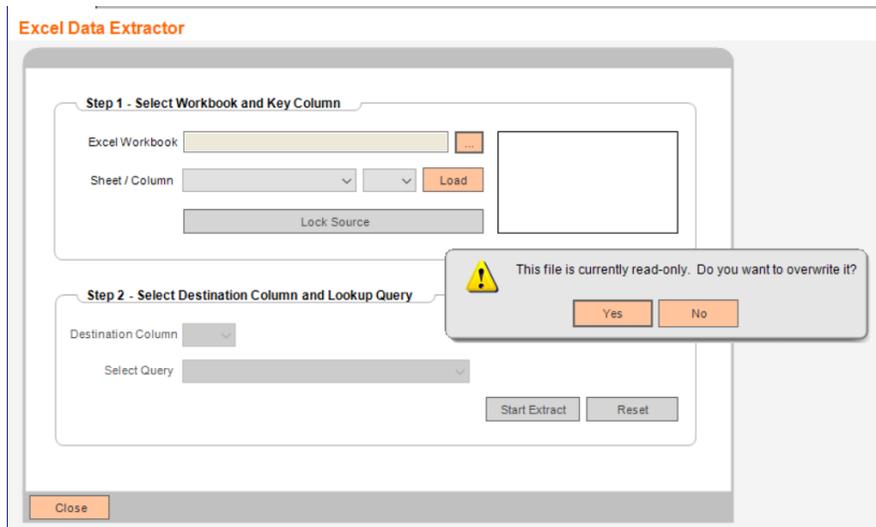
- Attempting to set the destination column equal to the source column displays the following:



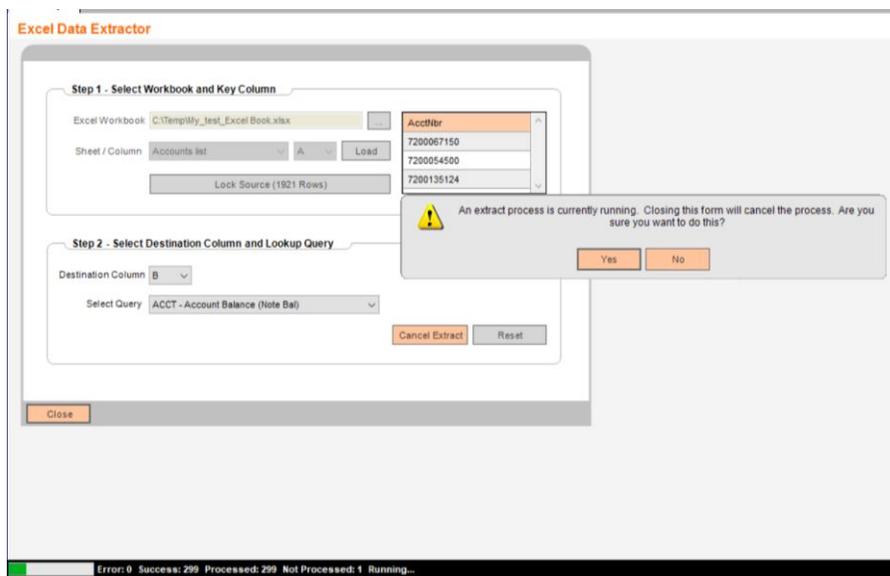
- Selecting a document type other than Excel 2007 or 2003 displays in invalid file type dialog:



- Attempting to extract to a read-only Excel file prompts to overwrite it:



- Closing the Data Extractor application while an extract is processing generates a confirmation to cancel it:



Please note, the extract process will continue in background until the option “Yes” is selected.

**Notes:**

- The **Excel Data Extractor** does not place an exclusive lock on the workbook that’s being extracted to so in the case where multiple users are trying to extract to the same workbook at the same time, an error may occur. Therefore, it is recommended that exclusive access be obtained to the workbook or a local copy be used prior to performing the extract.

- Although the **Excel Data Extractor** can be closed while an extract is being actively processed, it is not recommended particularly in the case of larger extracts. To maintain responsiveness in the user interface, background processing occurs to generate an extract. If you close the application during an extract, allow enough time for the background process to cancel before opening the application again in a new tab.
- Any value (e.g. special characters) in source column of excel workbook other than Alphabets and numbers might present inappropriate results or throw some error.

### Field Listing:

Field	Description
<b>Step 1 – Select Workbook and Key Column</b>	
Excel Workbook	The file path of the Excel workbook to be updated. The field is read-only and can only be populated by clicking the lookup button and browsing to the workbook.
Lookup (button)	Button with three ellipses that opens a dialog allowing an Excel 2007 file to be selected.
Sheet / Column	The first drop down list contains a dynamic list of sheet names contained in the selected Excel workbook. The second drop down list contains a list of columns from A to Z.
Load	Clicking the Load button queries the selected worksheet and column and displays a list of the results in the preview section to the right.
Lock Source	This button verifies if the file is already opened by some other process. If not, then disables the fields in this section and enables the fields in the next section.
<b>Step 2 – Select Destination Column and Lookup Query</b>	
Destination Column	Contains a list of columns from A to Z.
Select Query	Contains a list of pre-defined queries used to populate the destination column based on the values in the source column.
Start Extract	starts the process, closes any opened excel file, extract data from DNA, filling the destination column in the worksheet then displaying the workbook.
Cancel Extract	The button appears after the Start Extract button is clicked and will cancel an in-progress extraction before it's completed. Please note, the extract process will continue in background until the option "Yes" is selected on confirmation message.
Reset	Resets all fields to their default values. Disables Step 2 section and enables Step 1 section. Please be noted that the file name in "Excel Workbook" field will not be cleared.
<b>Other</b>	

Field	Description
Status Bar	In the bottom left section of the screen, a status bar indicates the progress of the data extraction including the number of input records processed, the number successfully processed, and the number of any errors encountered during processing.

Below are the available types of data to be extracted:

Name	Input	Description
ACCT - Account Balance (Avail Bal)	Account Number	Returns Available Balance of the Account number in source column.
ACCT - Account Balance (Note Bal)	Account Number	Returns Note Balance of the Account number in source column.
ACCT - Account CONTRACTDATE	Account Number	Returns Contract date of the Account number in source column.
ACCT - Account Description	Account Number	Returns Account Description of the Account number in source column.
ACCT - Account Orig Branch Name	Account Number	Returns Branch name of the Account number in source column.
ACCT - Account Status	Account Number	Returns Account Status Code of the Account number in source column.
ACCT - Last Transaction Date	Account Number	Returns date of last Transaction of the Account number in source column.
ACCT - Owner ORG	Account Number	Returns Tax owner number (Org) of the Account number in source column.
ACCT - Region / Branch	Account Number	Returns Region and Branch of the Account number in source column. The information is stored in 'AREA' user field of the branch org.
ACCT - Region Num	Account Number	Returns Region number of the Account number in source column. The information is stored in 'AREA' user field of the branch org.
ACCT - TaxOwner FULLNAME	Account Number	Returns the Full name of tax owner (Pers) of the Account number in source column.
ACCT - TaxOwner PERSNBR	Account Number	Returns Tax owner number (Pers) of the Account number in source column.
EMAIL - Pers Number	Email Id	Returns the person number (max number) with highest address number having Email-Id in address line same as Email-Id in source column.
ORG - Address	Org Number	Returns Address of the Org number in source column.
ORG - OrgName	Org Number	Returns Org name of the Org number in source column.

Name	Input	Description
ORG - TaxId	Org Number	Returns TaxID of the Org number in source column.
PERS - Address	Pers Number	Returns Address of the Person number in source column.
PERS - FullName	Pers Number	Returns Full name of the person number in source column.
PERS - Oldest Share Acct Number	Pers Number	Returns Oldest Share Acct Number of the person number in source column.
PERS - TaxId	Pers Number	Returns TaxID of the Person number in source column.
PERS - Total Deposit (Tax and Joint Roles)	Pers Number	Returns Deposit NOTE Balance of the Person number in source column.
PERS - Total Loan (Tax and Joint Roles)	Pers Number	Returns Loan NOTE Balance of the Person number in source column.

**File Layout(s):**

An excel file with any number of worksheet and columns can be used as input file. The financial institution will be selecting the source column through this application.

If an input column is selected as Account number:

Field	Format	Description
Account Number	String	Account Number; if value is alphanumeric or can't be converted to a number or not found in database, then no processing will take place for the given account.

If an input column is selected as Person number:

Field	Format	Description
Person Number	String	Person Number; if value is alphanumeric or can't be converted to a number or not found in database, then no processing will take place for the given person.

If an input column is selected as Organization number:

Field	Format	Description
Organization Number	String	Organization Number; if value is alphanumeric or can't be converted to a number or not found in database, then no processing will take place for the given Organization.

If an input column is selected as Email ID:

Field	Format	Description
Email Id	String	Email Id; If not found in database, then no processing will take place for the given Email Id.

**Additional Requirements:**

- DNA 4.4.1 or higher
- .NET Framework 4.5.2
- Authorization needs to be granted to access this application.
- Microsoft Excel 2007 (or higher) need to be installed on each computer where the application will be run.

**Authorization:**

The Authorization Item along with appropriated permissions must be linked to an Authorization Code. Users with the Authorization Code will have access to this screen.

Following authorization item setup is required to access the screens:

Authorization Item Code	Description
TE	Transaction Express

**Configuration Checklist:**

During installation a table is created to store the queries that can be used to populate a worksheet with data. Each query defines a default batch size and total batch size indicating the number of input records that can be processed during each interval of the extraction as well as the total number of input records that can be processed at a given time. These values can be updated by a database administrator as needed based on the performance needs of each Financial Institution.

Item	Test Environment	Production Environment
Batch_Size	100	100
Total_Batch_Size	1000	1000

**Installation:**

1. Install the application "ExcelDataExtractor.DEMenuExt.dnax" through DNAapp Management Console (formerly known as DNA Configuration Toolkit). The instructions on how use the DNAapp Management Console should be delivered along with the DNAapp Management Console. Please contact Client Care if you need assistance using the DNAapp Management Console.
2. Client Side dll files for this application should be placed at each branch server in the following path:

X:\OS\DNA\_Client\DNAApps\9999\Bin

## Where:

X = drive mapping for the branch server the DNA client is located on  
9999 = the current DNA release

**Revisions:**

Date	App Version #	Change
02/2020	1.0.0.2	Fixed issue for the data extract based on the email address.
01/2020	1.0.0.2	Fixed "No data found" issue on Microsoft Excel version higher than 2007. Updated query for "PERS - Oldest Share Acct Number"
05/2012	1.0.0.1	Removed 'GRANT EXECUTE' from Public.
03/2010	1.0.0.0	Application Created