### 2019 McCracken Customer Conference

## Customer Support Tips and Techniques

Anne Ehrlich, Lisa Vijil Pat DeMaio, Ruth McNally



### 2019 McCracken Customer Conference

### Pat DeMaio

Quick Tips



## Question #1

• It is the module where Business Calendars can be updated



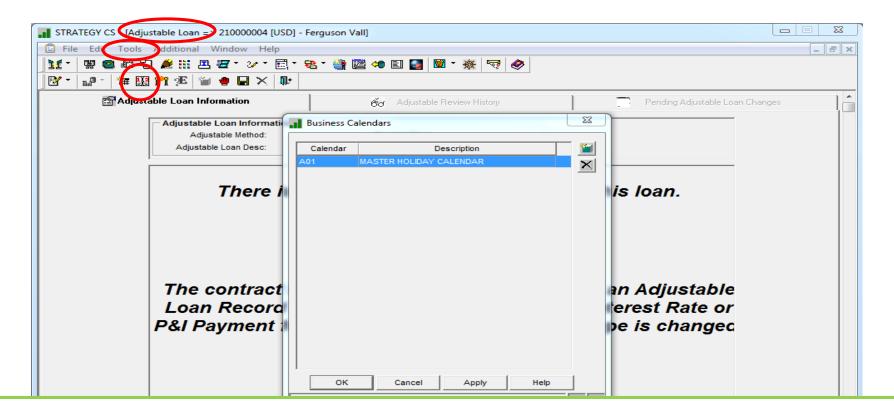
### **Business Calendars**

• We always state the importance of updating business calendars

because the fields are everywhere!

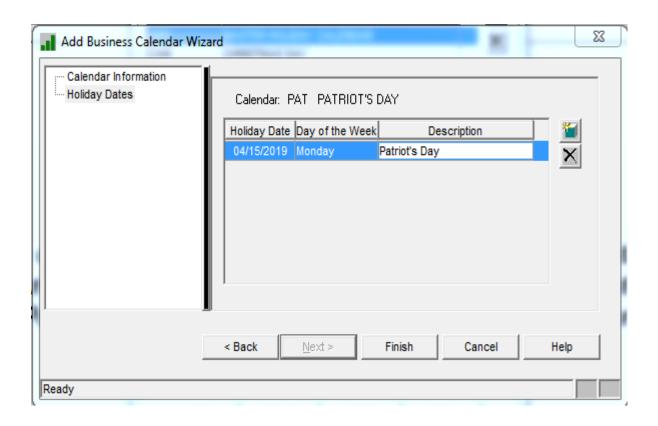
- Late Charges
- ARM reviews and changes
- Calculation of due dates
- Calculation of accruals
- Split components

### Updating Business Calendars – ARM Module



Access Adjustable Loan Module: Go to Tools > Business Calendar, or the Business Calendar icon

## **Updating Business Calendars**



### **Business Calendars**

https://www.frbservices.org/holidayschedules/

https://www.gov.uk/bank-holidays

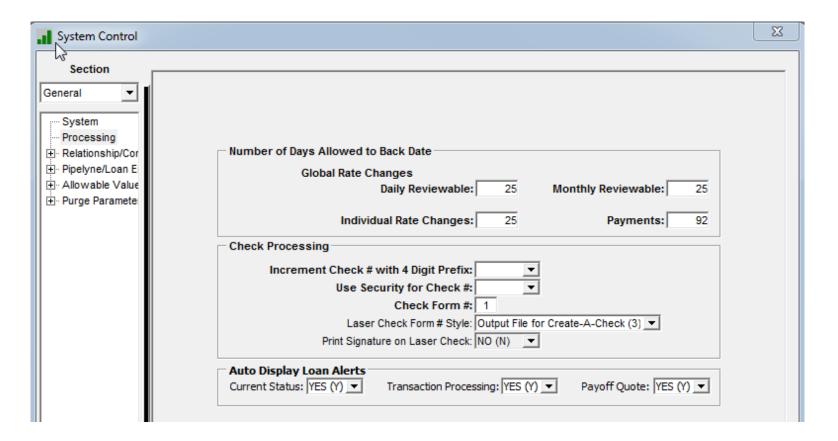
## Question #2

• Name two of the three places Loan Alerts will appear

### Loan Alerts

- Accessible from the Main Toolbar
  - Displays the pre-defined alert conditions that exist for the loan displayed in the title bar
  - Loan Alerts window will also be accessible from:
    - Transaction Processing
    - Adding a Payoff Quote
    - Current Status

## System Control



### Loan Alerts

- Loan Alert Conditions
  - Account Active Today
  - Loan Matured
  - Hold Code Exists
  - Changes Pending
  - Account Inactive
  - Active Prepayment Premium Exists
  - Loan Currently in Default
  - Loan on Watchlist
  - Payment Status

## Loan Alert Messages

- Account Active Today: If PMASTR/CMPFLG = L
- Account Inactive: If active status PMASTR/CMASC = N
- Loan Matured: If Next Business Day in system control is ≥ Maturity
   Date
- Hold Codes Exist: If hold code field(s) are not blank
- Pending Changes: Checks for records in pending change file
- Payment Status: If payment is not current and not paid in advance

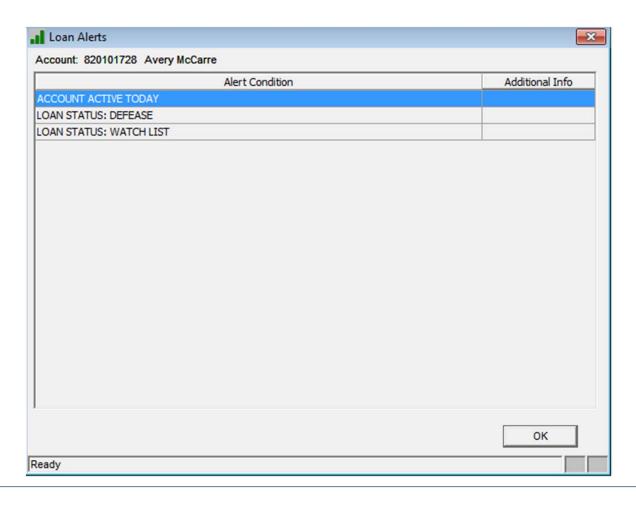
### Loan Alert Messages

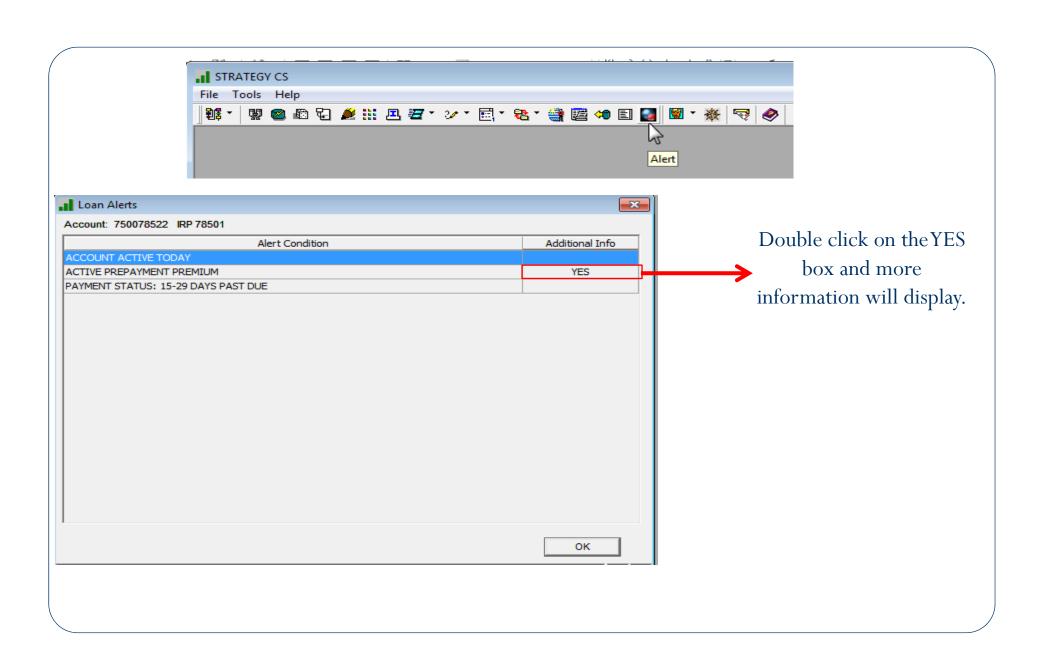
- Active Prepayment Premium: Retrieves Next Business day from System Control; compares effective date and expiration date. If effective date is ≤ expiration date. Ability to see detail of record.
- Loan Currently in Default: If Default interest status field = 1
- Loan on Watchlist: If on Watchlist = 'Y'

### New Loan Alert

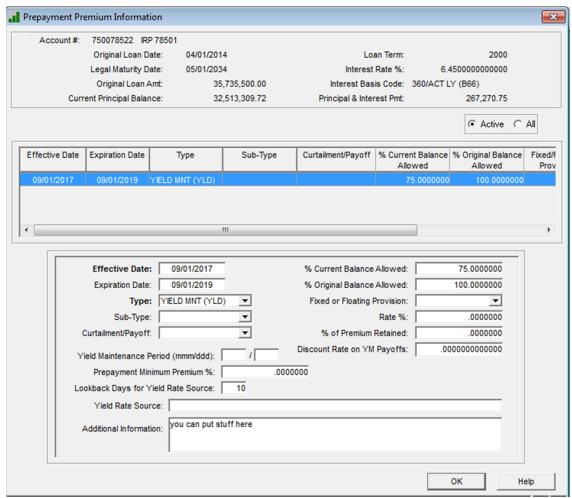
- Loan Alerts, accessed from the Main Toolbar, Current Status or Transaction Processing now display the following:
- The values found in the Loan Status #1 field and the Loan Status #2 fields on the Loan Administration>Master Info> Balances/Processing panel. The values shown in these fields are user defined using the System Information table 64

### Loan Status Alerts





## Prepayment Loan Alert



## Question #3

• Name the MFS group responsible for new user ids, password resets, printers.

## ASP Support

• ASP\_Support@mccrackenfs.com

• For any other application questions — contact Customer Support <a href="mailto:supportcenter@mccrackenfs.com">supportcenter@mccrackenfs.com</a>

Call 978-439-9000 for urgent issues

Preferred method - use the MFS website to access HEAT Self Service

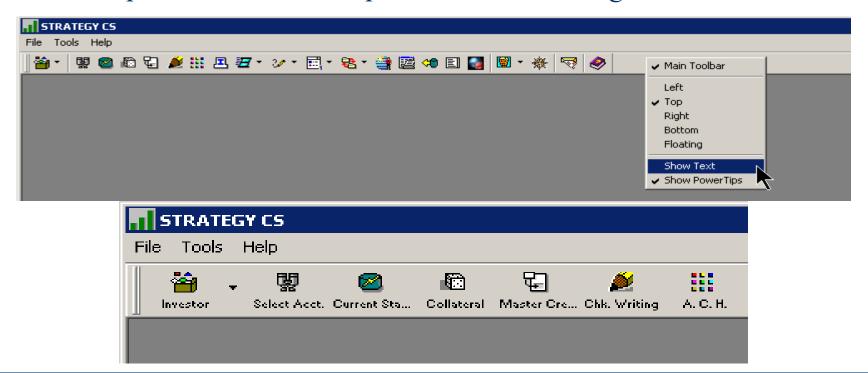
If any questions we can provide the MFS Support contact guidelines document

## Question #4

• I always need help finding the icon I want in a module — what is one of the two ways to see the description of an icon

### Right Click on Toolbar

- Show Text or Power Tips on any Toolbar
- Power Tips shows the description when hovering on the icon



### 2019 McCracken Customer Conference

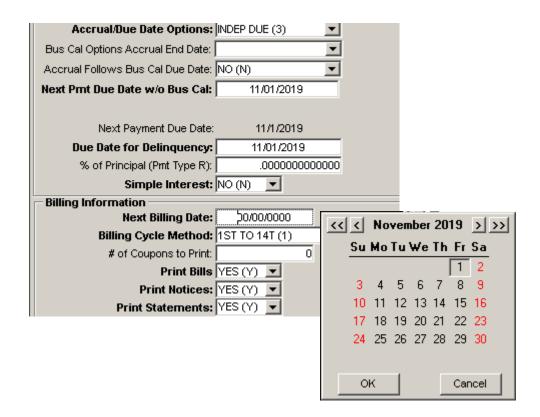
## Tiny Tips

Anne Ehrlich



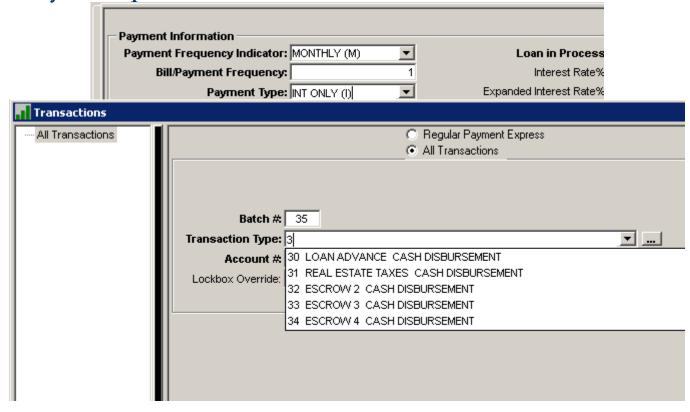
# Display Calendar

## Display Calendar

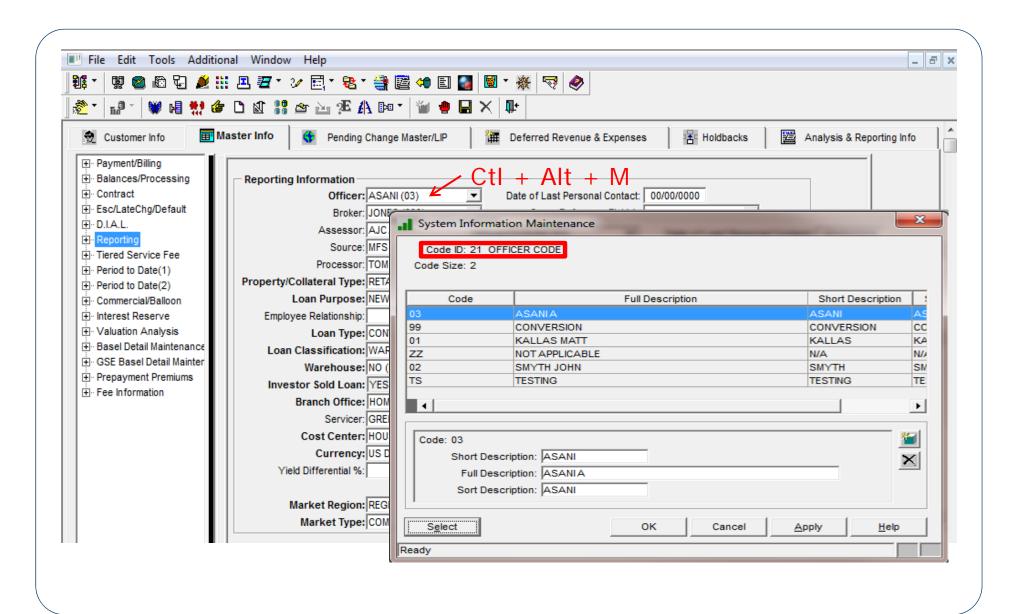


# Display Code Options

• F4 to see your options



## Jump to System Information



# Build Mini PINFO files for Query

## Code Description Files

Mini-PINFO tables may be created in dayend

• These can be used in Query or other report writers.

- They will be built every Dayend.
- You can add new ones as needed.
  - With a new release.
- You use a table to help create these tables

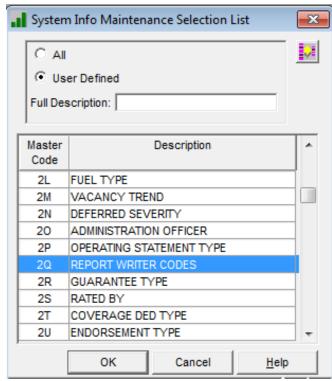
 $Tools \rightarrow$ 

Maintenance  $\rightarrow$ 

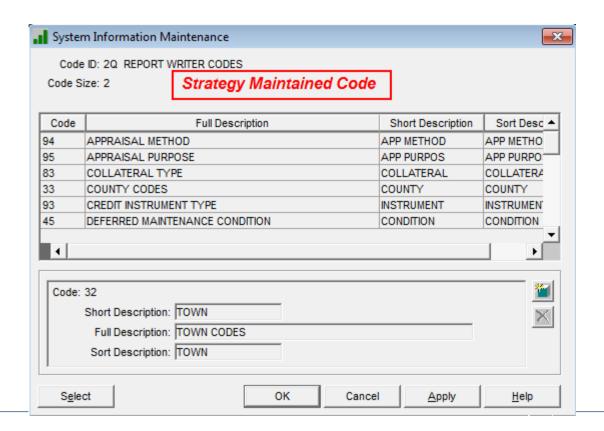
System Information  $\rightarrow$ 

**Update System Information** 

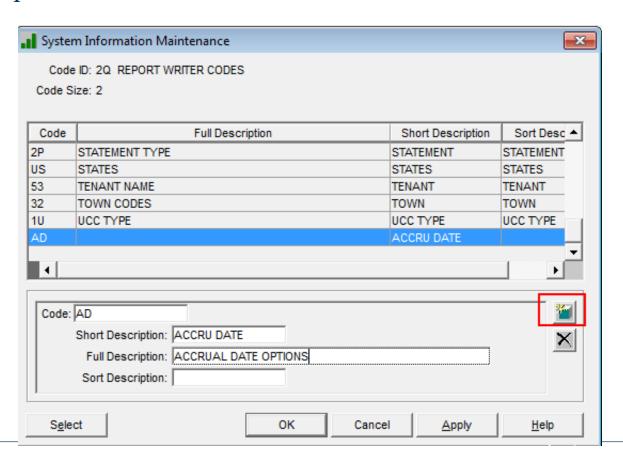
Select Table 2Q – Report Writer Codes



- Dayend queries use these codes so they are protected as **Strategy**Maintained Codes
- New codes may be entered



- Make sure CNMB029I is in the Dayend
- The next Dayend will create a file called PINFOAD to decode the accrual date options.

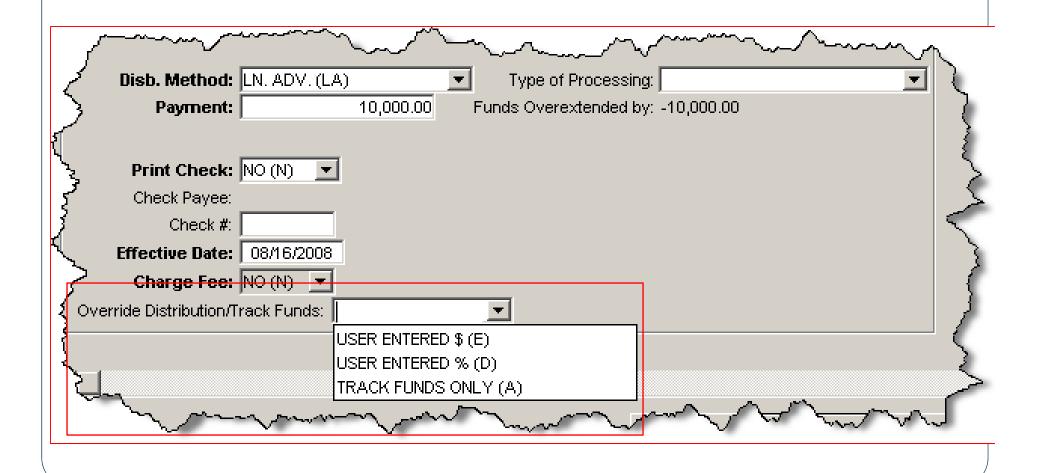


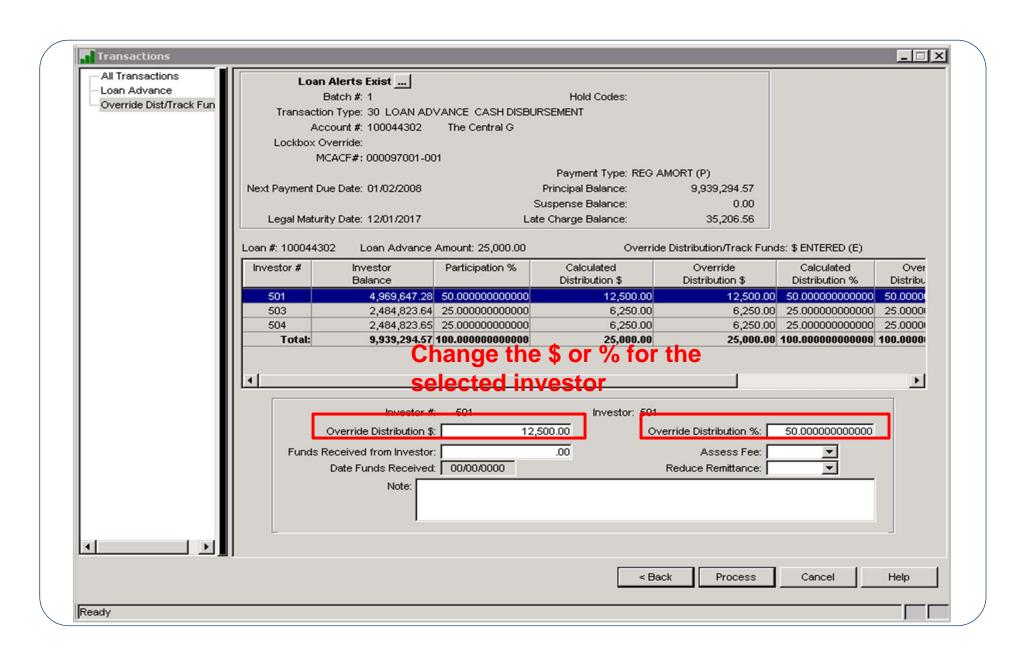
# Loan Advance Options

### Loan Advance Transaction

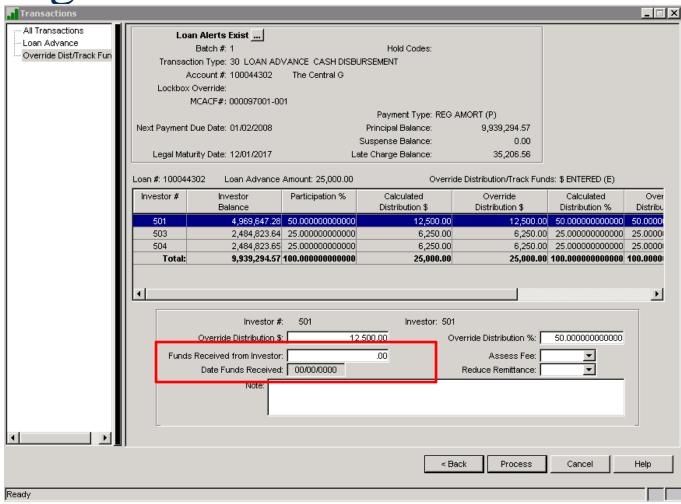
- 2 codes added to Loan Advance transaction
  - Override Investor Distribution/Track Funds
    - Determine the portion of the advance that will be funded by each investor
    - During Dayend, the Investor's ownership % will be recalculated accordingly
    - Indicate receipt of funds from participating investors
  - Charge a fee to the borrower
    - Set up a fee that can be calculated by Strategy

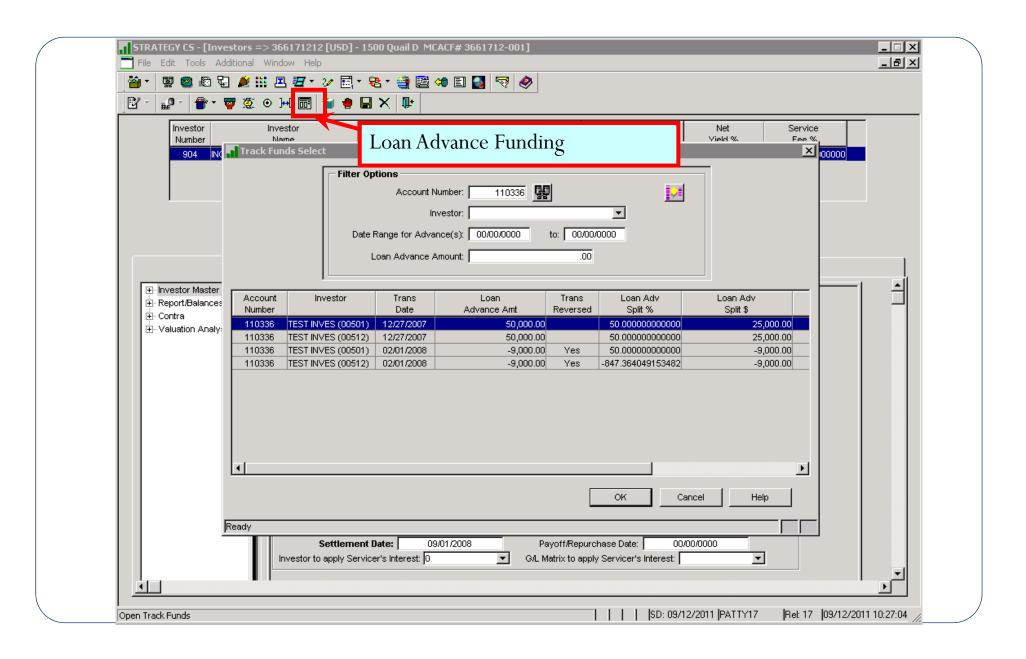
### Loan Advance Transaction

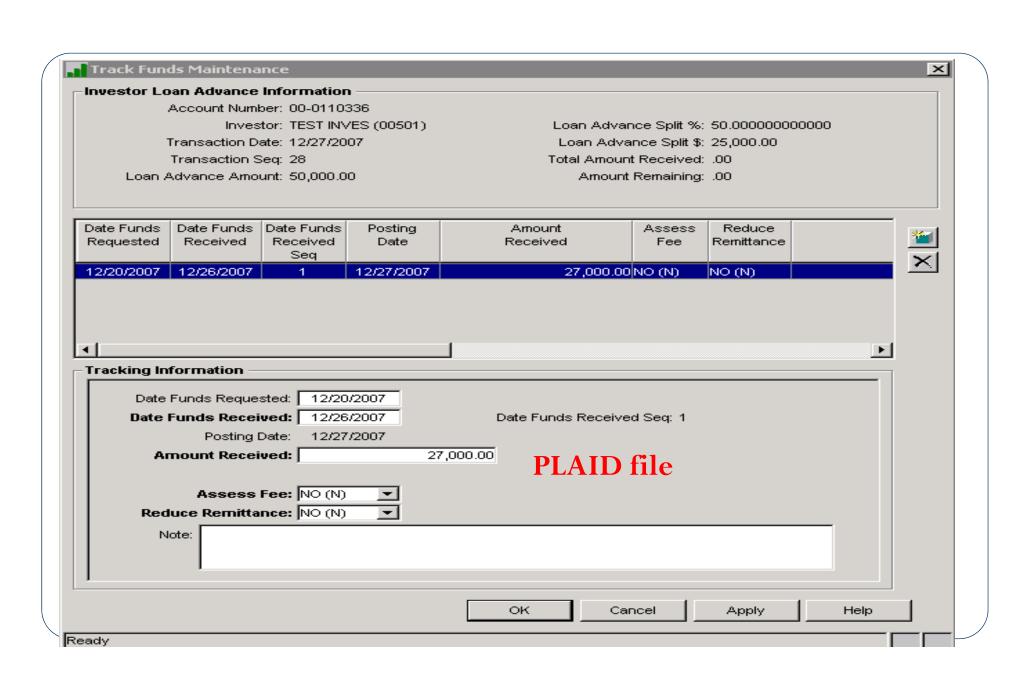




# Tracking Funds Received

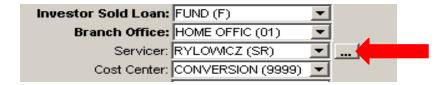


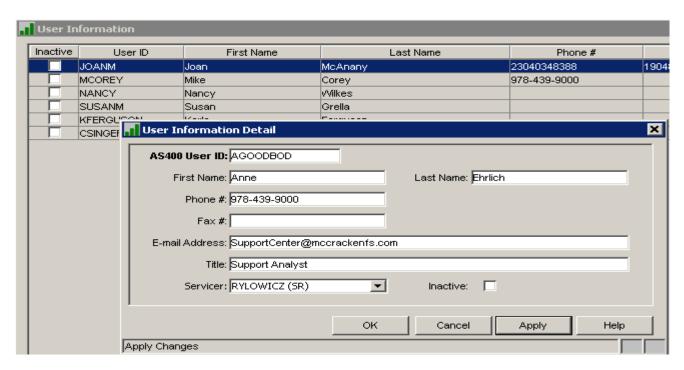




• Setup the User Information in StrategyCS so the user names will display on the Portal home page.

- Accessed through:
  - Tools>Maintenance>User Information
  - Loan Administration>Master
     Information>Reporting>Servicer Ellipsis





#### Welcome Anne Ehrlich



Support Admin 10

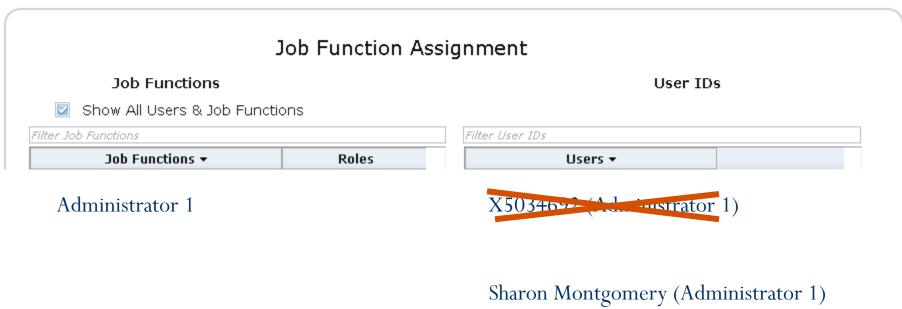
Powered by McCracken

General letters:

Anne Ehrlich

Supportcenter@McCrackenfs.com

### User Identification

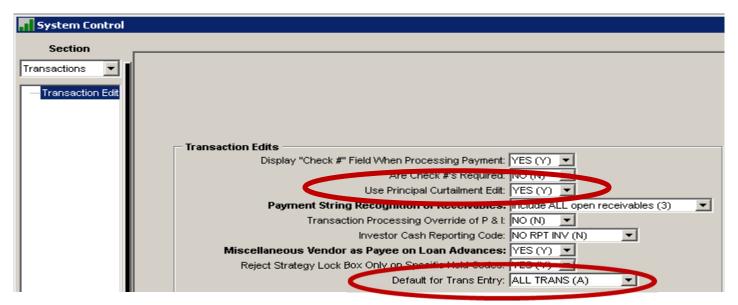


# System Control Settings

Transaction Processing Details

# System Control

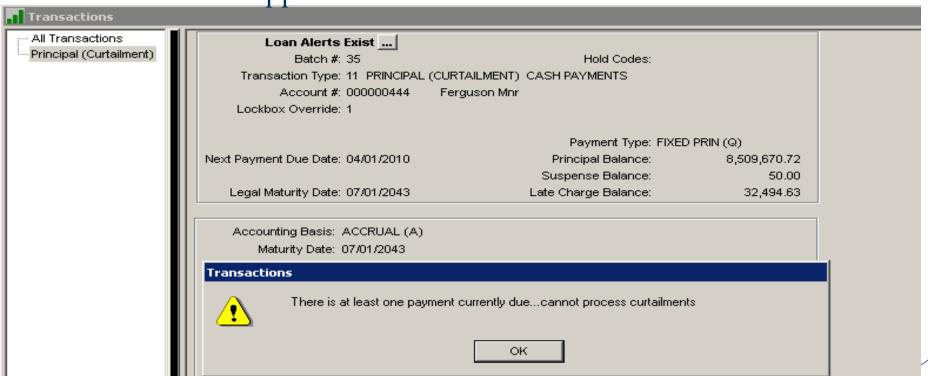
Settings that change transaction processing

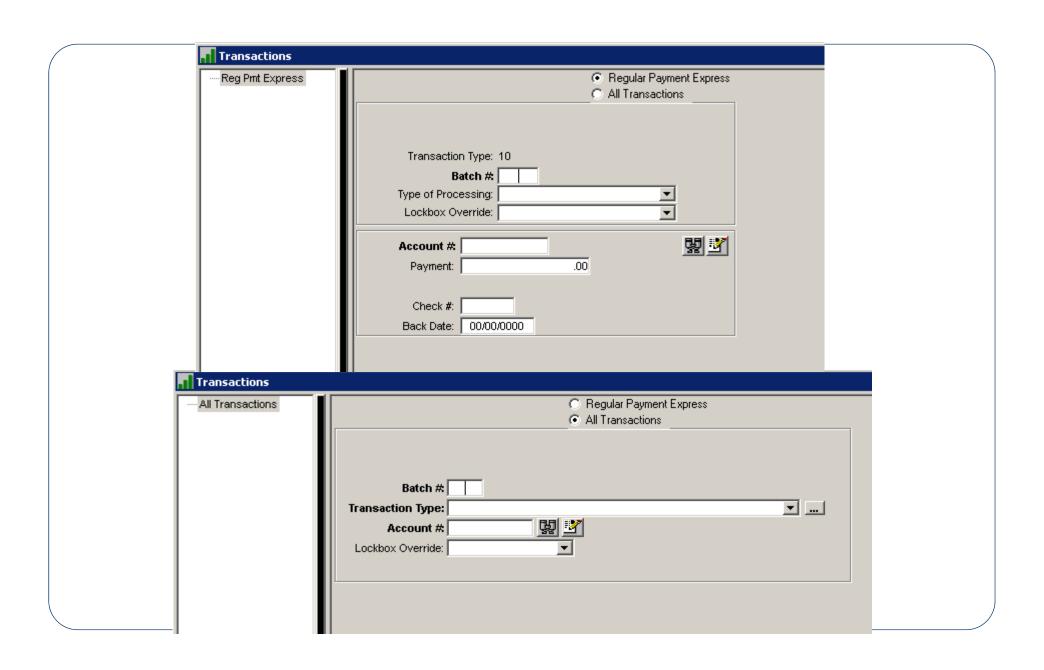


#### **Transactions**

Setting: Use Principal Curtailment Edit = 'Y'

• Only current or prepaid loans may have principal curtailments applied



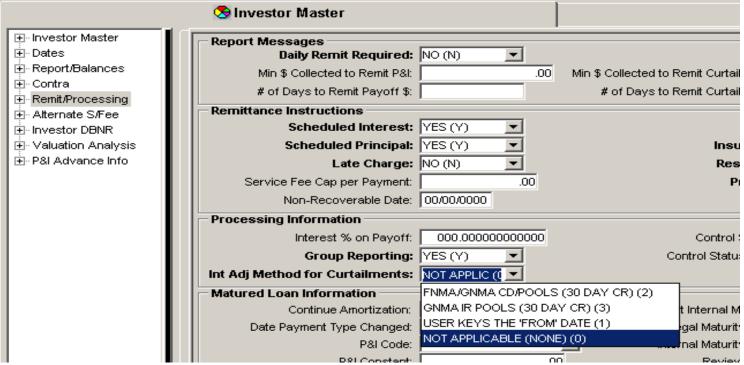


#### **Investor Master**

Principal Curtailment Setting

#### **Investor Master**

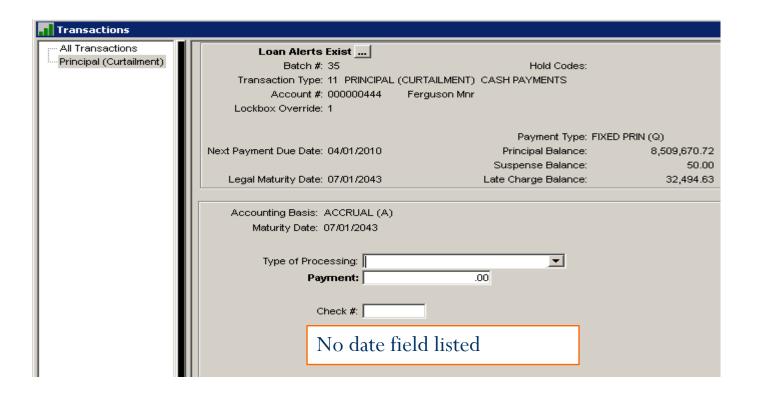
Principal Curtailments Setting



## Principal Curtailment Investor Details

- Investor Master Record>Investor Master.>Remit/Processing left panel option
- 0 = Not Applicable, for example DOP loans do not allow a separate effective date
- 1 =User keys the effective date
  - 2 = Fannie Mae/Ginnie Mae CD pools (30 day credit)
  - 3 = Ginnie Mae IR pools (30 day credit) reports differently to the investor than the previous option

#### **Transactions**



#### 2019 McCracken Customer Conference

# Reports Widget

Ruth McNally



# Reports Widget

The purpose of the Reports Widget is to allow users the ability to create ad hoc reports from McCracken provided Views, or predefined sets of data. The Reports widget provides the user full control over their reports as well as the option to export them as Excel and/or PDF files.



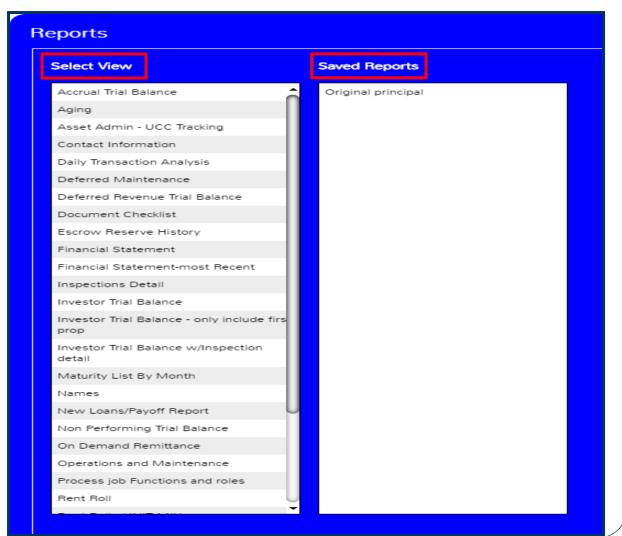
- Overview of Select View vs. Saved Reports
- Review the Field Selection Panel
- Review the Search Box
- Discuss the Override Text to change field descriptions
- Date Filters for creating reports
- Delete, save and run a report
- Changing the Display of a report: sort, filter, search and export

#### Report Definition Panel

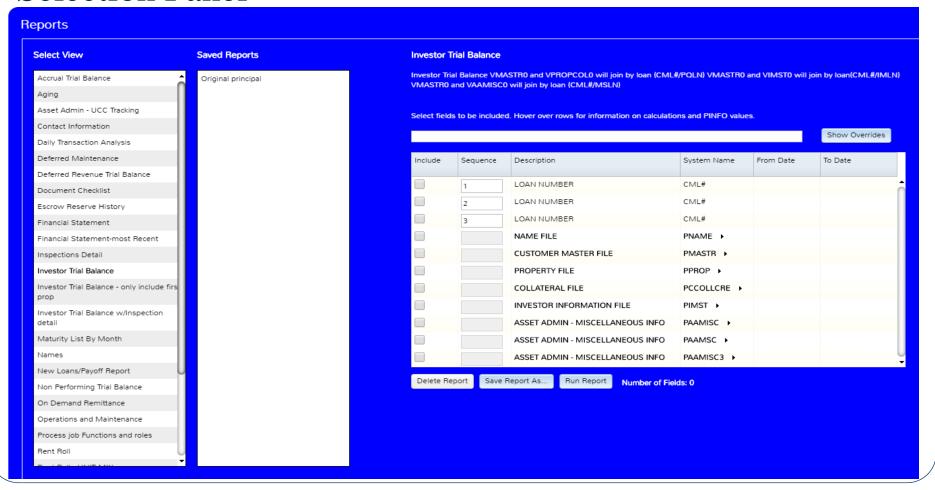
The Report Definition panel opens with a *Select View* listing and a *Saved Reports* listing. You are able to select one option from either listing.

If a *View* is selected you are given the option to select the fields from a predefined list of fields in the panel. You can also define the order the items will appear in the result set.

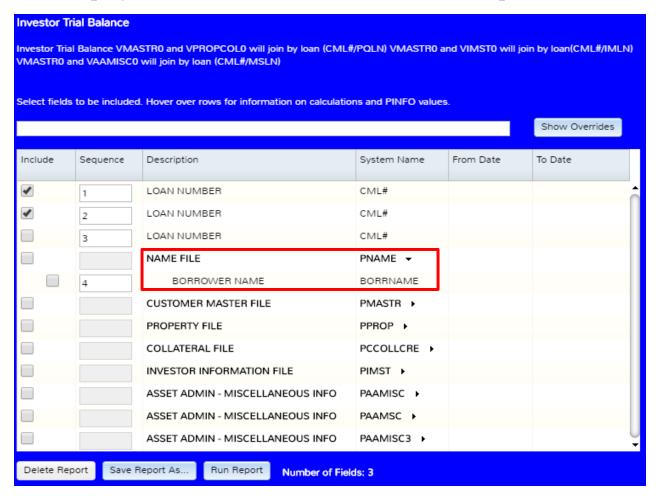
If a *Saved Report* is selected, the panel will display the fields selected in the sequence order defined when the report was last saved.



# Report Definition Panel Expanded to show the Field Selection Panel

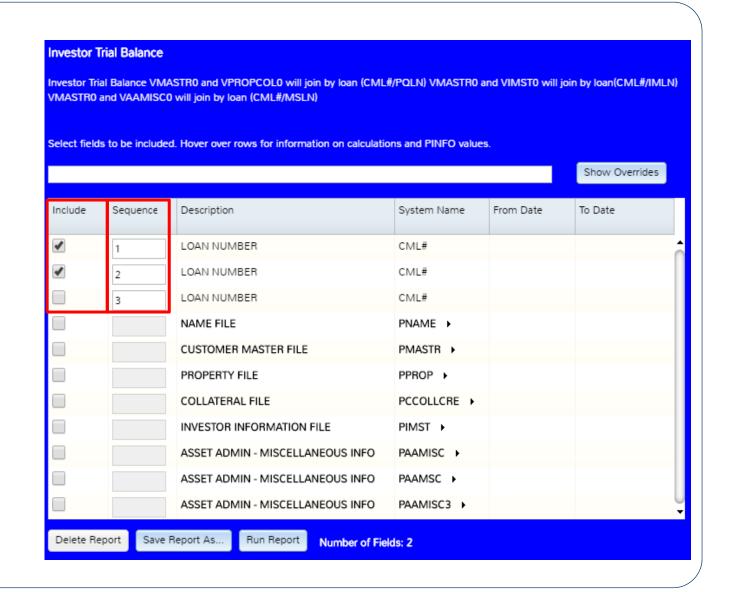


Files defined in the View show in Bold and can be expanded by clicking the triangle to the right of the file to display all fields in the file. Files can be collapsed in the same way.

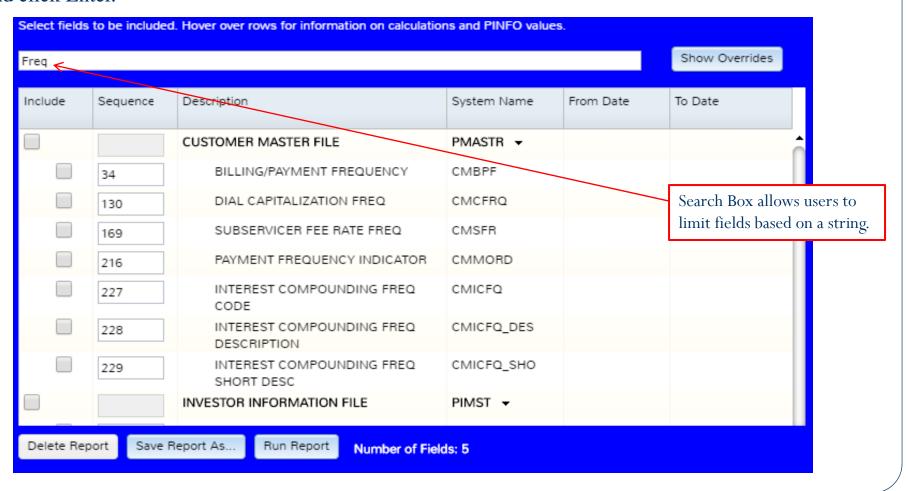


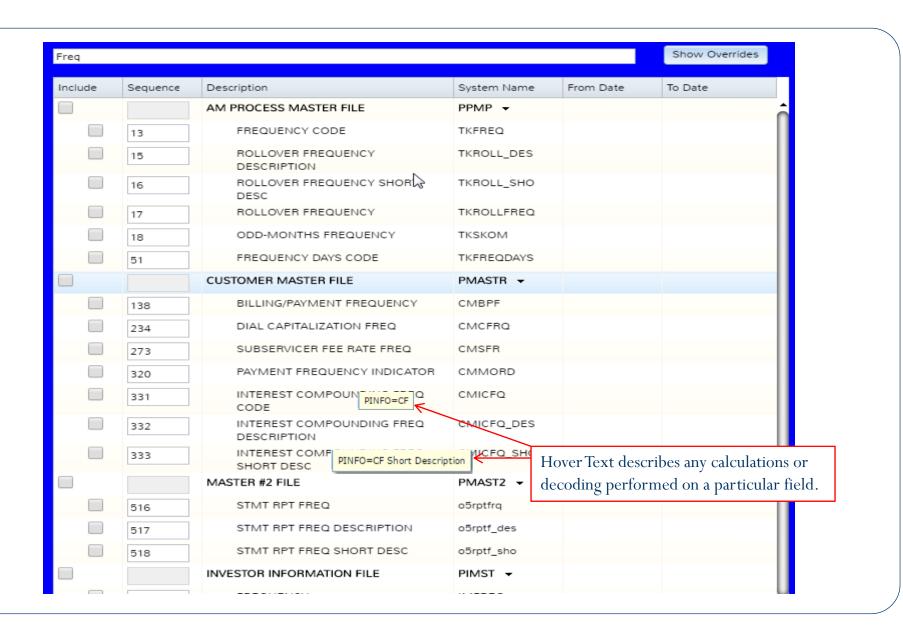
#### To select the fields to display in your report:

- Click the *Include* check box next to a field you wish to include in the report.
- Enter a numeric value in the *Sequence* column to define the order of the fields in the report.
- Users can select up to 200 fields for each report.



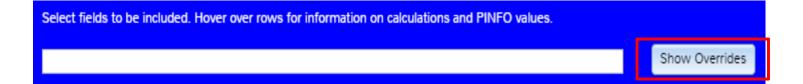
The Search Box at the top of the Field Selection panel allows you to locate fields in the View that carry a string, e.g. searching for all fields regarding Frequency, you only need to type 'Freq' in the Search Box and click Enter.



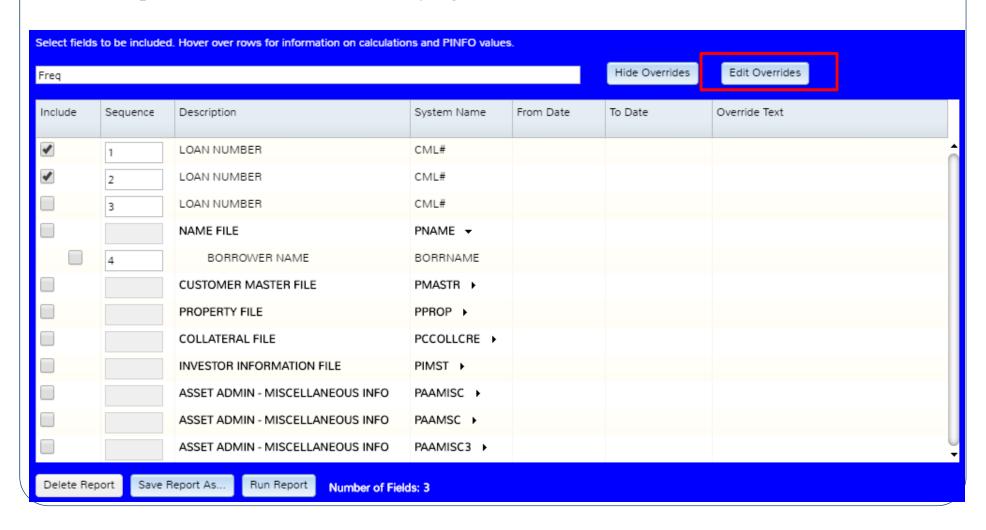


#### **Override Text**

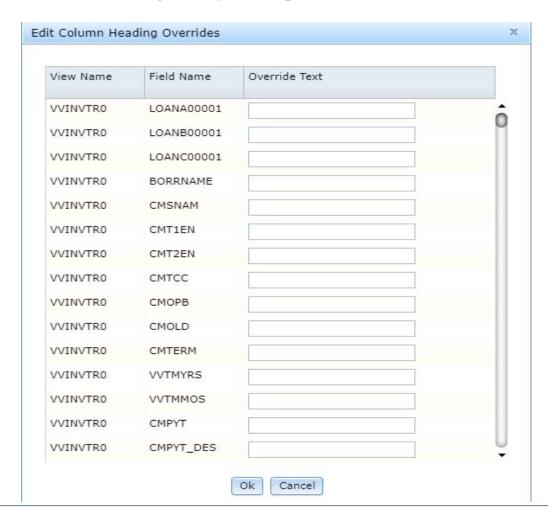
When McCracken field descriptions do not meet your needs, the system allows you to define text to override the column headings used in the report display. The *Show Overrides* button displays an additional column showing any Override Text defined and displays the *Edit Overrides* button.



The *Edit Overrides* button opens an additional window to define the Override Text to be used in reports created from the underlying View.

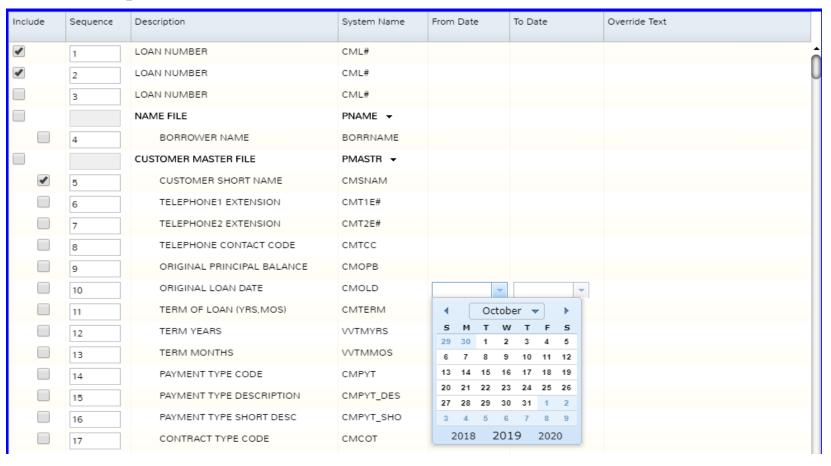


The *Edit Overrides* button opens the <u>Edit Column Heading Overrides</u> window to allow you to supply alternate column headings for your report.

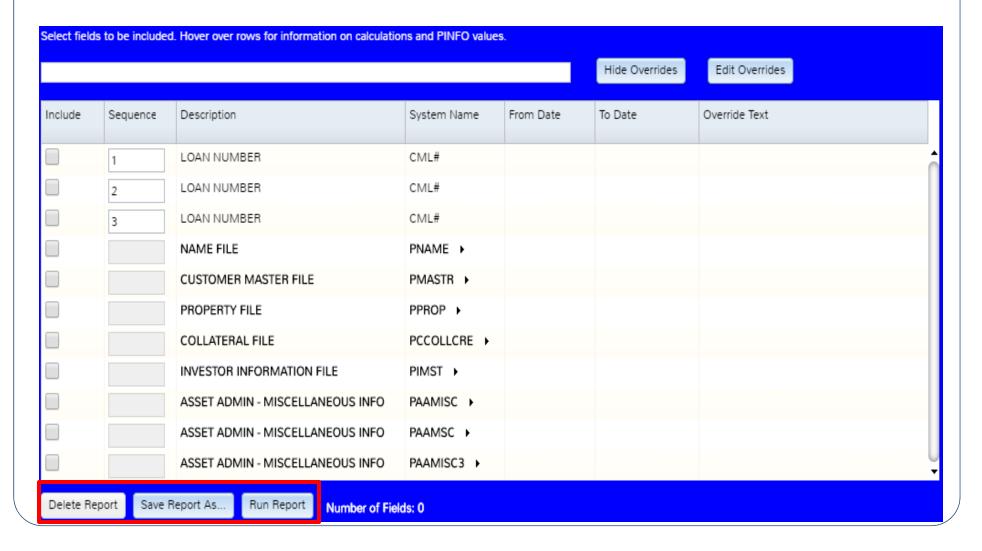


#### **Date Filters for Report Creation**

Date fields selected for your report can be filtered via the From Date, To Date fields in the Field Selection panel.



#### Delete, Save, and Run:



**Delete Report** – Selecting an item from the Select View listing or the Saved Report listing and clicking the **Delete Report** button, the selected report is removed from the widget.

Save Report As... - When the Save Report As... button is clicked, a dialogue box appears.



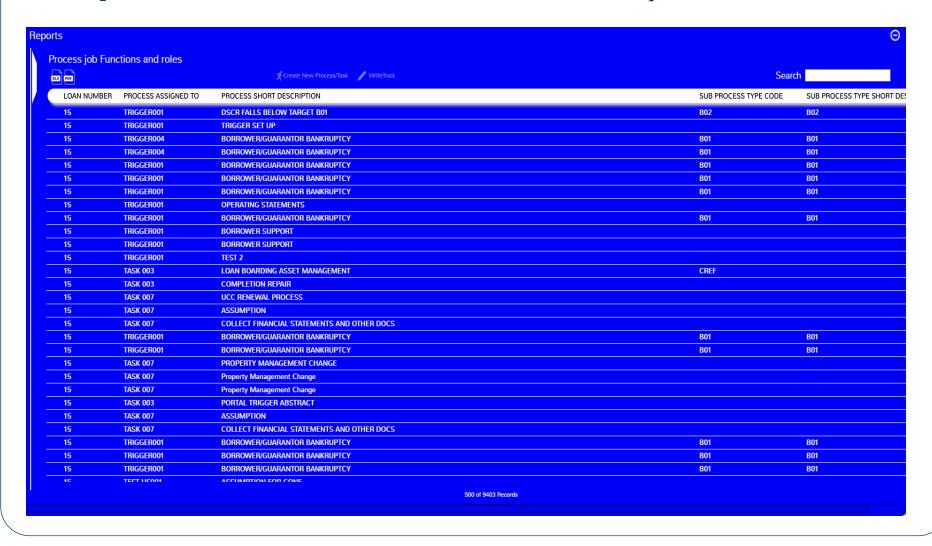
*Modify Existing* saves the current settings under the current report name.

If you select the *Create New* button or are creating a report from a View the Save New Report dialogue box appears requesting a *Report Name*. (*Report Name* can be up to 50 characters long).

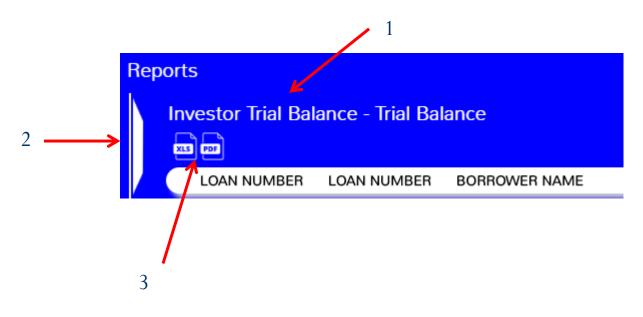
The *Make Available to Other Users* checkbox determines if the report will be available to other users. If left blank, only the user who created the report will see the report in the report listing. When checked the report can be used by other users.

Save New Report	х
New Report Name	
Make Available to Other Users	
Ok Cancel	

*Run Report* – Generates the result set based on the fields and sequence selected.



- 1) When Run Reports is selected the **View Name** appears at the top of the Report Display. If a Saved Report is selected the View Name will be followed by the Saved Report name. If the report has not been saved, only the View name used to create the result set will display.
- 2) File tab used to open and close the Report Definition panel.
- 3) XLS and PDF buttons can be used to export the report.



#### Changing the Display after the report is generated

After clicking the *Run Report* button to generate the result set, there are a number of features within the widget to assist with refining your report.

- Sorting
- Filtering
- Search
- Exporting

#### **Sorting**

When a column heading is clicked, the column is sorted in either **ascending or descending** order. A carat to the right of the Column name indicates the direction of the sort.



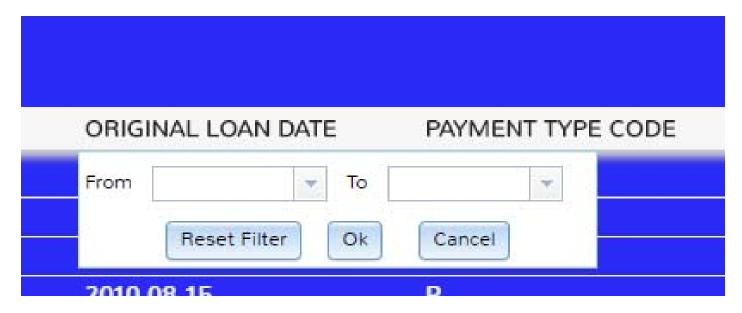
The Borrower Name column was in ascending order, clicking a second time will reverse the order.

#### **Filtering**

#### Filtering with Numeric or Date Fields

Right clicking on a column heading for a numeric or date field displays a From / To filtering option. This gives you the ability to limit the records that display based on a range of values in a column.

Filters can be applied to up to five columns within a report.



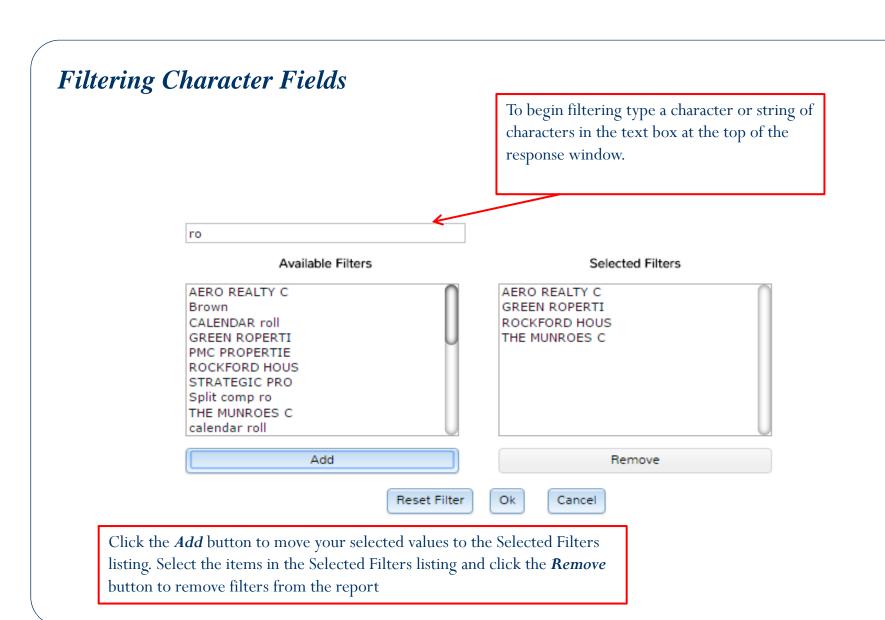


The filter icon appears after a column heading to indicate that the result set has been filtered by this field.

#### Filtering Character Fields

• Right clicking on a column heading for a character field, other than the loan number, allows the users to apply filters based on the values in the column.

This option is only available on character fields less than 50 characters in length.



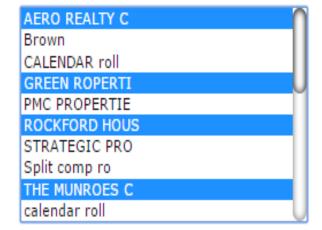
#### Filtering Character Fields

#### Available Filters

AERO REALTY C
Brown
CALENDAR roll
GREEN ROPERTI
PMC PROPERTIE
ROCKFORD HOUS
STRATEGIC PRO
Split comp ro
THE MUNROES C
calendar roll

Hold Shift and click to select consecutive items

#### Available Filters



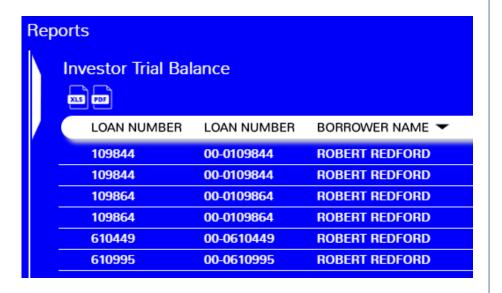
Hold Ctrl and click to select multiple non-consecutive items

#### Search

The Search feature, located in the upper right hand corner of the Report display, provides the ability to enter a value and limit the rows in the result to that value.

If Search criteria has been applied to the report when Save is selected, the Search box will be prefilled when the report is rerun.





Search limits reports to only rows that contain the value entered.

#### **Exporting**

The widget contains Export capabilities to either an .xls format or a .pdf format. When the user selects one of the export buttons, a file is created with the appropriate fields, filters, sorts, and search criteria applied as of when the Export selection is made.

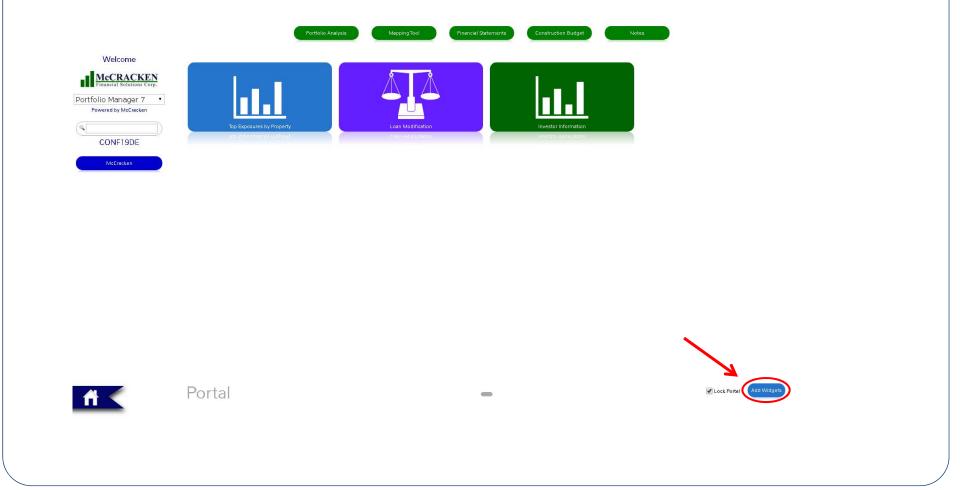
## 2019 McCracken Customer Conference

## Lisa Vijil

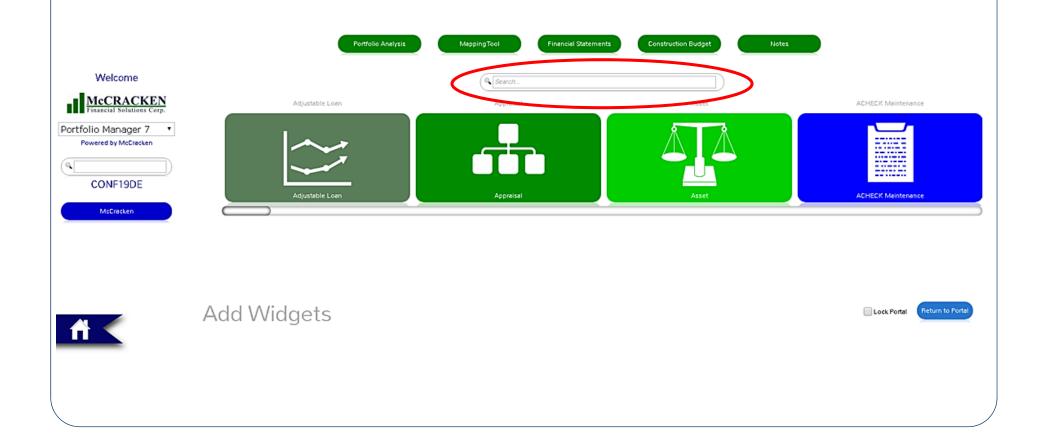
Shopping for Widgets



First, a little refresher on how to shop. Click on the Add Widgets button on the Home Page:



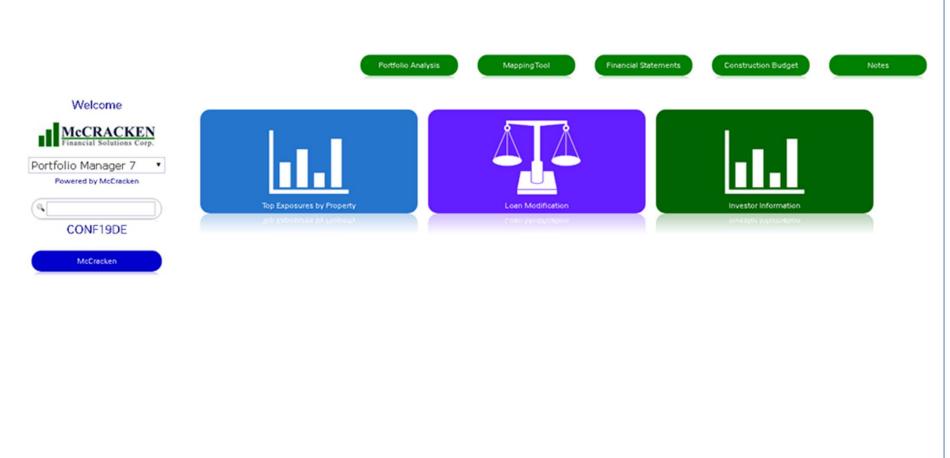
Search for widgets by letters, or leave blank to see all by scrolling through in alphabetical order:



When you select one, you have the option to place it on the Dashboard, Left Panel, or Top Panel.



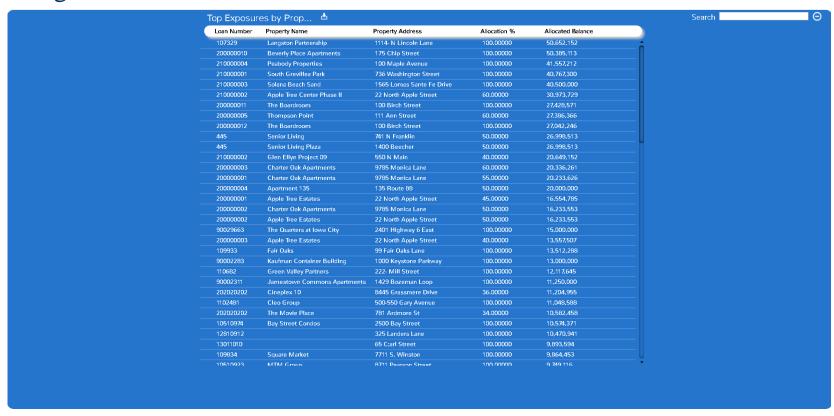
## Today's featured widgets are . . .



The first widget in our showcase is Top Exposures by Property:



It shows Allocated Balance in descending order. Note that you assign the Allocation % in the Property record. If left blank, it will be assigned 100% in the widget.



#### Click on the title bar to sort by that column, ex. Property Name:



#### Click on the download icon...



...and you will see an Excel spreadsheet ready to go:

### Here's how the data looks after download to Excel:

4	A	В	С	D	E	F	G	Н
L	oan Number	Property Name	Property Address	Allocation % Al	located Balance			
	110730	Abbot & Swietzer	35 Devon Avenue	100	6497829			
	109820	Albert & Sons Hotel	55 East Martingale	100	2436933			
	200000004	Apartment 135	135 Route 88	50	20000000			
	210000002	Apple Tree Center Phase II	22 North Apple Street	60	30973729			
		Apple Tree Estates	22 North Apple Street	45	16554785			
		Apple Tree Estates	22 North Apple Street	50	16233553			
		Apple Tree Estates	22 North Apple Street	40	13557507			
		Applegate Place	300 Applegate Street	100	7991717			
	10510974	Bay Street Condos	2500 Bay Street	100	10574371			
Т		Benjamin & Co.	8777 & Sherlock Drive	100	3250831			
	109886	Berton Industries	7788- Macklin Court	100	2467905			
Т		Beverly Place Apartments	175 Chip Street	100	50385113			
		Blaxton Drive South Plaza	5865 Blaxton Drive	100	2696424			
Т		Butterfield Square	500 N Butterfield	100	5922275			
		Carolcraft Inc	54 Clayton Drive	100	8521239			
Н		Center City Marketplace	640-700 Center Drive	100	2211501			
		Charter Oak Apartments	9785 Monica Lane	60	20336261			
ı		Charter Oak Apartments	9785 Monica Lane	55	20233626			
		Charter Oak Apartments	9785 Monica Lane	50	16233553			
Н		Cineplex 10	8445 Grassmere Drive	36	11204955			
Н		Cleo Group	500-550 Gary Avenue	100	11048588			
Н		Court Street Apartments	5711 Court Street	100	2691288			
Н		Deer Park Industrial	3788 Deer Park Drive	100	5715347			
Н		Discount Venture	45 Rt 509	100	2543121			
Н		Eugene Investors	52111 West Street	100	2629007			
Н		Fair Oaks	99 Fair Oaks Lane	100	13512288			
ı		Fairway Inn	554 Laramie	100	4439834			
		Feed & Farm Supply	67 Green Street	100	4305315			
		Gaslight Village Nursing and Assisted Facilit		100	2222763			
Н				40	20649152			
H		Glen Ellyn Project 09	550 N Main					
H		Green Garden Market	179 Prairie Trail	100	3909429			
H		Green Valley Partners	222- Mill Street	100	12117645			
H		H. R. Puffenstuff Properties	5677 Dawson Street	100	8917514			
		Jamestown Commons Apartments	1429 Bozeman Loop	100	11250000			
H		Kaufman Container Building	1000 Keystone Parkway	100	13000000			
H		Kent Legacy LLC Property	1680 Bench Rd	100	3845451			
L		Langston Partnership	1114- N Lincoln Lane	100	50652152			
		Life Center	3477 N 75th Street	100	2948345			
H		Lynn Group	555 S. Wayne Street	100	8338102			
		MTM Group	8711 Pearson Street	100	9749116			
L		Martin Place	8877 Martin Place	100	3516324			
		Michael Best	5588- Angleton Road	100	5282597			
H		Michael Leven Parthership	478 E 42nd Ave	100	3413771			
		Michener Management	233 Pacific Valley Drive	100	4198982			
L		National Warehouse	444 N Lake Street	100	3207634			
		Olivette Office Quarters	655 May Lane	100	5281978			
		Oriole Gardens	5711 Garden Drive	100	2621284			
		Peabody Properties	100 Maple Avenue	100	41557212			

You may search for a property by entering a few letters of the name:



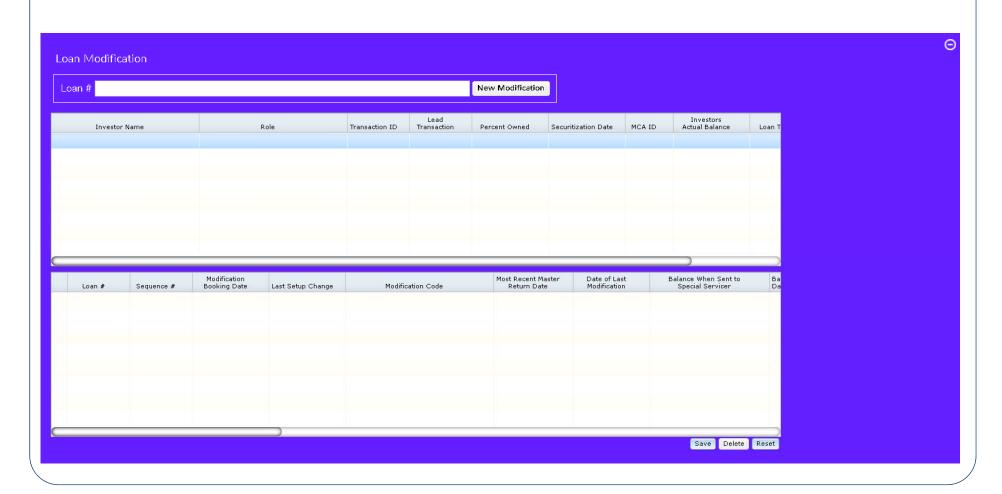
Click on the icon to close the widget, and return to the home page.



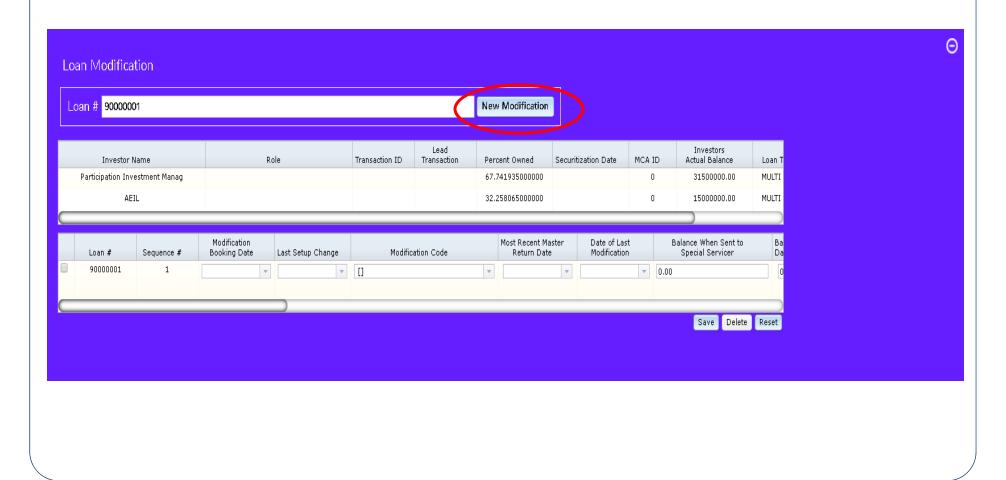
Now let's take a look at the Loan Modification widget.



This widget captures various data points related to loan modifications. It is integrated into the Investor Reporting Package widget (CREFC).



Enter a Loan Number. Then click on the New Modification button to fill in the data:



#### These are the many data points that may be captured in the widget:

- Loan #
- Sequence #
- Modification Booking Date
- Last Setup Change
- Modification Code
- Most Recent Master Return Date
- Date of Last Modification
- Balance When Sent to Special Servicer
- Balance at Effective Date of Modification
- Old Note Rate
- # of Months for Rate Change

- Modified Note Rate
- Old P & I
- Modified Payment Amount
- Old Maturity Date
- Maturity Date
- Total Months for Change of Modification
- Realized Loss to Trust
- Comments
- Modification Execution Date

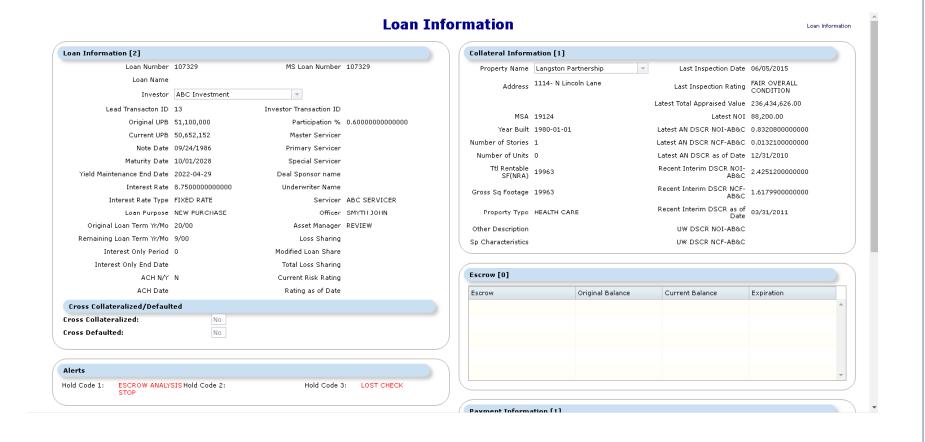
 $\dots$  and the last widget in the showcase is the Investor widget – a quick view of your stratified investors.



#### A drill down on Investor shows loans ranked by Balance:



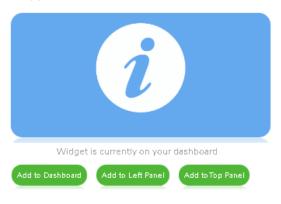
#### Drill down on the Loan Number and you get loan detail:



# Finally, a unique widget to consider is the Hyperlink widget:

• It allows you to create widgets with a hyperlink to other applications for an integrated desktop.

Hyperlink



external web sites. Users can assign multiple versions of this widget to their Portals, each referencing different sites.								
DisplayText								
Destination URL								

The Hyperlink (URL) Widget allows users to define a short cut to

One hyperlink widget is standard on the Home page - the McCracken widget. It takes you straight to the MFS website. Register to access useful information such as release contents, online help, HEAT Self Service, and MAC happenings.



#### To access online help click on the Support Center link.



## Then click on Visit Strategy Help...









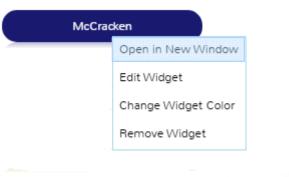
**PRODUCTS SERVICES** CONTACT US **OUR COMPANY** 



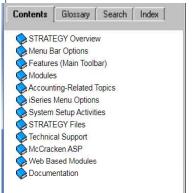
VISIT SUPPORT CENTER

VISIT STRATEGY HELP

### ... to access searchable Help topics:



Home > STRATEGY Overview > Welcome



#### Welcome

Release 17 Help System

Welcome to the McCracken STRATEGY on-line help system. Click the topics below to begin learning more about STRATEGY, or select topics from the Table of Contents on your left.

Introduction to STRATEGY

Main Toolbar Options

Features Overview

Module Overview

#### See Also:

Version

Contacting Customer Support

iSeries Menu Options

Important Note: This help system is continuously revised based upon feedback from our customers. We strongly encourage you to use this help system to your best advantage. If you would like to make any comments or suggestions, or if you would like us to add examples that suit your particular use of STRATEGY, please contact Customer Support.

Thank you.

# Questions?

