

# **CHAPTER 2:**

# **GETTING IN**

# **USING CQ**

## PURPOSE

The ASAP system resides at the Federal Reserve Bank. In order to access ASAP, you will use the CQ software to dial directly in to the Federal Reserve Bank system. In this chapter, you will learn how to log on to ASAP using the CQ software which you installed on your PC.

**NOTE:** if you are using a Fedline/3270 combination software package, your log on procedure will be slightly different. Procedures for logging on through Fedline/3270 are provided in the Fedline Installation and Use for ASAP Users document.

## USER ID

Each individual user of the ASAP system must have a User ID. This User ID defines the functions available to the user. Your user ID and temporary password are provided to you over the telephone by the Federal Reserve Bank of Richmond. When you first log on, you must change the temporary password to one that is known only to you. Your password expires every thirty days. When selecting a new password, you must choose a password that you have not used in the last six times that you changed your password.

## ASAP ID

In addition to your User ID, you also have an ASAP ID (this is your Agency Location Code and Region, if applicable) and Organization Access Code (OAC) that is assigned to your organization and provided to you by your servicing RFC. You use your ALC and OAC to sign on at the ASAP Main menu. While your User ID controls the *functions* to which you have access, your ALC and OAC control the *data* to which you have access. Many organizations may know your ALC - but your OAC is known only by your organization, and prevents other organizations from accessing your data.

## GUIDE TO EXAMPLES

This chapter will show you how to get into ASAP using the CQ for DOS communications software and the CQ for WINDOWS software.

**EXAMPLE ONE**

Using CQ for DOS communications software, we will get into ASAP.

**STEP 1: ACTION**

First exit all applications, including WINDOWS, before using the CQ software. Get to a C: prompt in DOS. At the C prompt, change the directory to CQ and press Enter.

```
C:\cd\cq
```

**STEP 1: RESULT**

The following screen will appear.

```
C:\CQ>
```

**STEP 2: ACTION**

Enter the dial command - **#dial** - and press Enter.

```
C:\CQ>#dial
```

**STEP 2: RESULT**

The following screen appears.

```
Please Enter Password:
```

**STEP 3: ACTION**

Enter the runtime password that you selected during installation of CQ and press Enter. Remember that the password **IS** case sensitive - if the password was specified during the **chngpswd** process in lower case letters, it must be typed in lower case letters; if it was specified during the **chngpswd** process in upper case letters, it must be typed in upper case letters. For security purposes, the password is not displayed when it is typed.

Please Enter Password: XXXXXXXX

**STEP 3: RESULT**

The following screen appears. In the upper right hand corner, the status line will go through initializing the modem, dialing, connecting and exchanging IDs with the host.

CQ-3270 SNA Station Emulator w/DES Release 3.4 (THE STATUS LINE IS HERE)

CQ-3270R SNA Station Emulator w/DES Release 3.4  
Serial Number 3270-04-1804031

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\*\*\*\*\*

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Tallahassee, Florida  
(904)562-4255

Company: Federal Reserve System  
User: Federal Reserve Bank of Richmond

\*\*\*\*\*

Scroll Lock for Help; Ctrl-Alt Esc to Hot Key; Esc to stop dialing

**STEP 4: ACTION**

After a connection is made, the following screen appears. Enter the logon command as shown below and press Enter to access the training region of ASAP. **Please note:** once you cut over to production, the logon command will be logon applid (p1uaimpx).

USSSFR LU = E1L2NXXX (NODE NAME)

FRAS

This is a private network  
for authorized uses by authorized users only.

Unauthorized access attempts are subject to legal prosecution.

logon applid (p1uaimcv)

(The Status Line Appears here from this point on)

**STEP 4: RESULT**

After the user presses Enter on the FRAS Screen, the IMS Logon Screen appears.

# FRAS

IMS/ESA  
5.1

08/02/00

PP14 IMCV DIT IMS

08:57:46

ENTER: USERID =====>  
PASSWORD =====>  
NEW PASSWORD =====>  
(IF DESIRED)

DFS2002 08:57:46 TERMINAL CONNECTED TO IMS P1UAIMCV

**STEP 5: ACTION**

Enter your User ID and password and press Enter. If you are signing on for the first time, enter the password provided to you over the telephone by the Federal Reserve Bank of Richmond, then tab to the New Password field and type in a new password. During subsequent logons, you will use the password that you selected. Passwords expire every 30 days.

```

                                FRAS
                                IMS/ESA
                                5.1
                                08/02/00          PP14 IMCV DIT IMS          08:57:46
                                ENTER: USERID =====> e1xxx01
                                PASSWORD =====> xxxxxxxx
                                NEW PASSWORD =====> xxxxxxxx
                                (IF DESIRED)
                                DFS2002 08:57:46 TERMINAL CONNECTED TO IMS  P1UAIMCV

```

**STEP 5: RESULT**

The following screen is displayed.

```

                                TIME: 08:59:29          DATE: 08/02/00
                                FORMAT REQUEST
                                _____
                                ENTER TRANSACTION FORMAT OR PRESS <CLEAR>
                                FORMAT ==>>
                                DFSO58I 08:59:29 SIGN COMMAND COMPLETED

```

**STEP 6: ACTION**

Type **asap** and press **Enter**.

```
TIME: 08:59:29      DATE: 08/02/00
  
      FORMAT REQUEST
      _____
ENTER TRANSACTION FORMAT OR PRESS <CLEAR>
  
      FORMAT ==> asap
  
  
DFSO58I 08:59:29 SIGN COMMAND COMPLETED
```

**STEP 6: RESULT**

The ASAP Main Menu is displayed.

```
SP010A      AUTOMATED STANDARD APPLICATION FOR PAYMENTS      08/02/00
SP010AO      MAIN MENU                                         HH:MM:SS
08/02/2000   T
  
      <1> PAYMENT REQUEST PROCESSING
      <2> INQUIRY MENU
      <3> FEDERAL AGENCY FUNCTIONS MENU
      <4> RFC FUNCTIONS MENU
      <5> FRB SUPPORT PROCESSING
      <6> REPORT REQUEST MENU
      <7> NOTIFICATIONS
  
      ASAP ID:                               ENTER SELECTION NUMBER:
ORGANIZATION ACCESS CODE:                     PRESS ENTER
  
F2=EXIT
```

**STEP 7: ACTION**

On the Main Menu, type in your ASAP ID (this is your ALC and Region, if applicable) and Organization Access Code. For security reasons, the OAC is not displayed when entered. Select a menu option and press Enter. **Note:** On your next sign on, you will not need to enter the ASAP ID and OAC if you will be using the same ID and OAC. You will just make your menu selection. If you don't recall the last ID you used, press the Enter key while the SELECTION NUMBER is blank and the ID will appear.

SP010A	AUTOMATED STANDARD APPLICATION FOR PAYMENTS	08/02/00
SP010AO	MAIN MENU	HH:MM:SS
08/02/2000	T	
<1> PAYMENT REQUEST PROCESSING <2> INQUIRY MENU <3> FEDERAL AGENCY FUNCTIONS MENU <4> RFC FUNCTIONS MENU <5> FRB SUPPORT PROCESSING <6> REPORT REQUEST MENU <7> NOTIFICATIONS		
ASAP ID: 11000001		ENTER SELECTION NUMBER: 3
ORGANIZATION ACCESS CODE: xxxxxxxx		PRESS ENTER
F2=EXIT		

**STEP 7: RESULT**

In this example, menu option 3 was selected, so the Federal Agency Functions Menu appears.

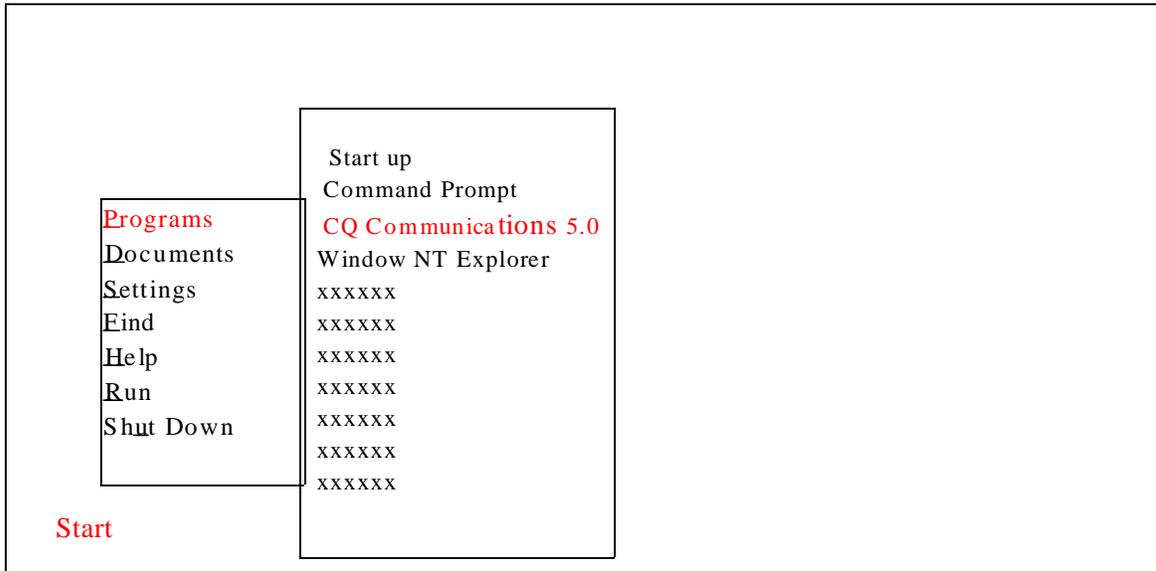
SP060A	AUTOMATED STANDARD APPLICATION FOR PAYMENTS	08/02/00
SP060AO	FEDERAL AGENCY FUNCTIONS MENU	HH:MM:SS
08/02/2000	T	
<1> ACCOUNT FUNCTIONS MENU <2> AUTHORIZATION ENTRY PROMPT <3> AUTHORIZATION CERTIFICATION MENU <4> REVIEW PAYMENT REQUESTS PROMPT		
		ENTER SELECTION NUMBER: ___
		PRESS Enter
F2=EXIT	F5=MAIN	

**EXAMPLE TWO**

Using CQ for Windows communications software, we will get into ASAP.

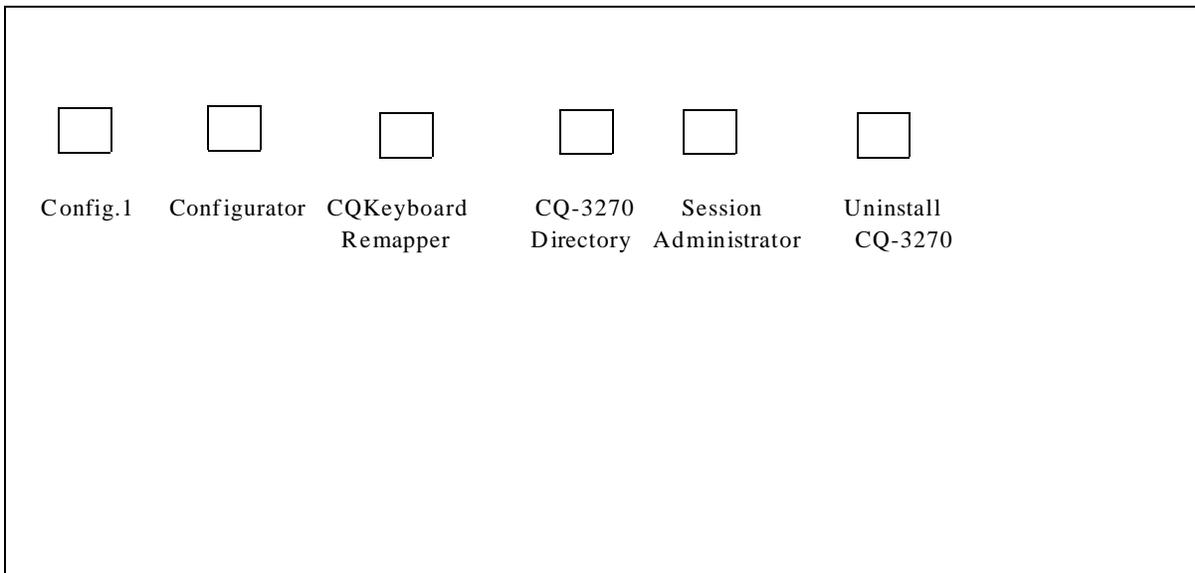
**STEP 1: ACTION**

From the Start, select Programs and double click on CQ Communications 5.0



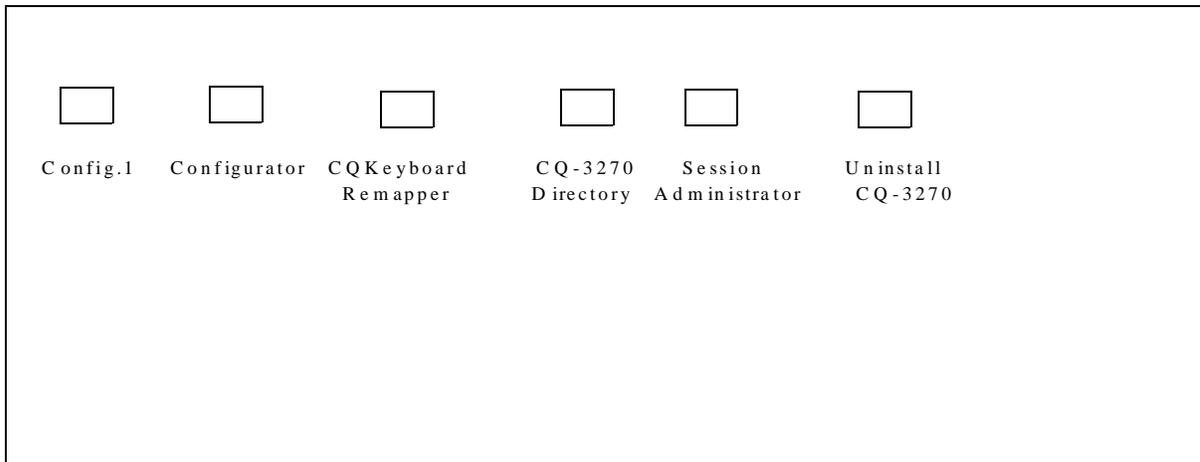
**STEP 1: RESULT**

The CQ WIN screen will appear.

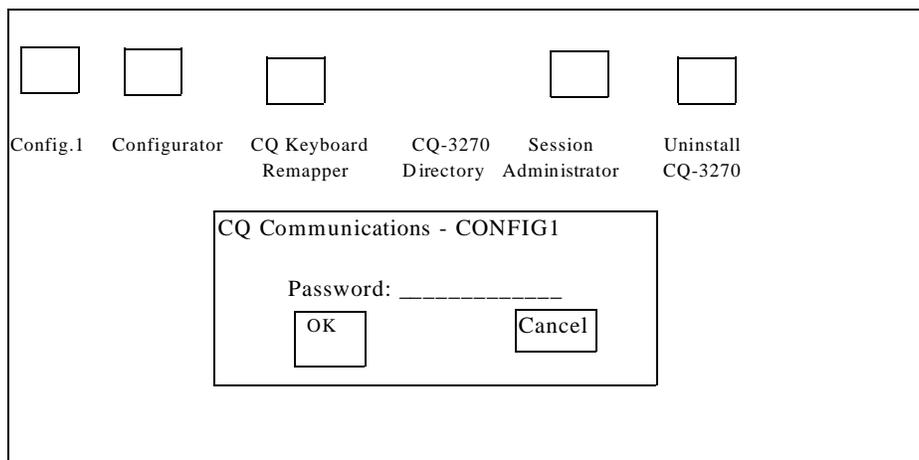


**STEP 2: ACTION**

Click on the Session Administrator icon or the Config.1 icon.

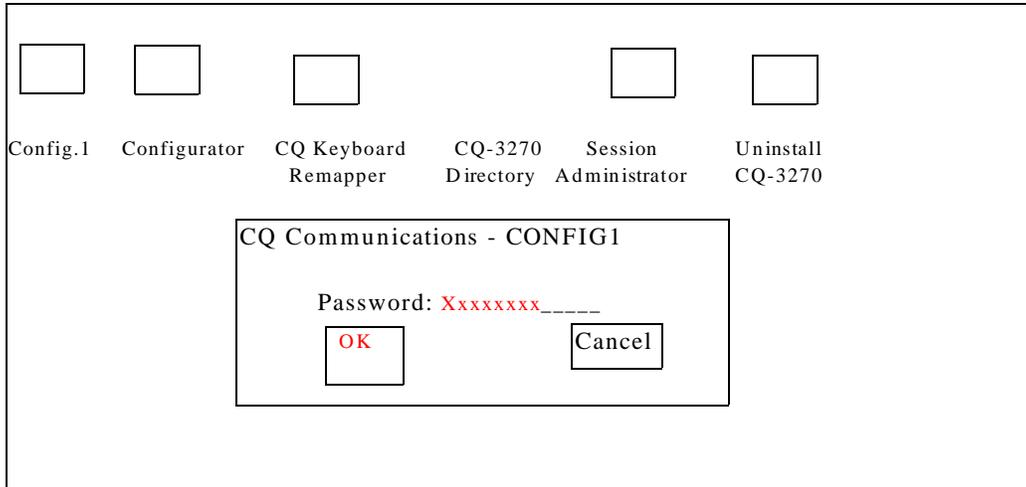
**STEP 2: RESULT**

You will get the CQ Communications - Config1. (The CQ logo appears in front of the password box and you can click on it to get rid of it or it will go away on its own).

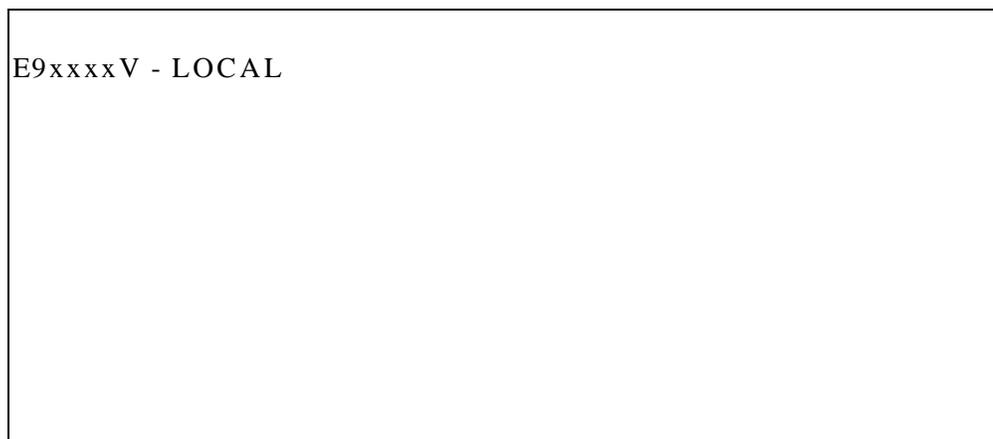


**STEP 3: ACTION**

Enter your Runtime Password (case sensitive) that was selected during the installation of CQ for Windows and click OK.

**STEP 3: RESULT**

Two CQ sessions screens will open up. If the first screen displays the node name E9xxxx and ends with a "P", close this screen. Make sure you make your connection from the node ending in V".



**STEP 4: ACTION**

After a connection is made, the following screen appears. Enter the logon command as shown below and press Enter to access the training region of ASAP. **Please note:** once you cut over to production, the logon command will be logon applid (p1uaimpx).

```
USSSFR LU = E9BXXXXV (NODE NAME)

FRAS

This is a private network
  for authorized uses by
    authorized users only.

    Unauthorized access attempts are
      subject to legal prosecution.

logon applid (p1uaimcv)

(The Status Line Appears here from this point on)
```

**STEP 4: RESULT**

After the user presses Enter on the FRAS Screen, the IMS Logon Screen appears.

```
FRAS

IMS/ESA
  5.1

08/02/00                PP14 IMCV DIT IMS                08:57:46

ENTER: USERID =====>
      PASSWORD =====>
      NEW PASSWORD =====>
      (IF DESIRED)

DFS2002 08:57:46 TERMINAL CONNECTED TO IMS  P1UAIMCV
```

**STEP 5: ACTION**

Enter your User ID and password and press Enter. If you are signing on for the first time, enter the password provided to you over the telephone by the Federal Reserve Bank of Richmond, then tab to the New Password field and type in a new password. During subsequent logons, you will use the password that you selected. Passwords expire every 30 days.

```

                                FRAS
                                IMS/ESA
                                5.1
                                08/02/00          PP14 IMCV DIT IMS          08:57:46
                                ENTER: USERID =====> e1xxx01
                                PASSWORD =====> xxxxxxxx
                                NEW PASSWORD =====> xxxxxxxx
                                (IF DESIRED)
                                DFS2002 08:57:46 TERMINAL CONNECTED TO IMS  P1UAIMCV

```

**STEP 5: RESULT**

The following screen is displayed.

```

                                TIME: 08:59:29          DATE: 08/02/00
                                FORMAT REQUEST
                                _____
                                ENTER TRANSACTION FORMAT OR PRESS <CLEAR>
                                FORMAT ===>
                                DFS058I 08:59:29 SIGN COMMAND COMPLETED

```

**STEP 6: ACTION**

Type **asap** and press **Enter**.

```

TIME: 08:59:29      DATE: 08/02/00

      FORMAT REQUEST
      _____
ENTER TRANSACTION FORMAT OR PRESS <CLEAR>

      FORMAT ==>> asap

DFS058I 08:59:29 SIGN COMMAND COMPLETED

```

**STEP 6: RESULT**

The ASAP Main Menu is displayed.

```

SP010A      AUTOMATED STANDARD APPLICATION FOR PAYMENTS      08/02/00
SP010AO      MAIN MENU      HH:MM:SS
08/02/2000  T

      <1>  PAYMENT REQUEST PROCESSING
      <2>  INQUIRY MENU
      <3>  FEDERAL AGENCY FUNCTIONS MENU
      <4>  RFC FUNCTIONS MENU
      <5>  FRB SUPPORT PROCESSING
      <6>  REPORT REQUEST MENU
      <7>  NOTIFICATIONS

      ASAP ID:      ENTER SELECTION NUMBER:
ORGANIZATION ACCESS CODE:  PRESS ENTER
F2=EXIT

```

**STEP 7: ACTION**

On the Main Menu, type in your ASAP ID (this is your ALC and Region, if applicable) and Organization Access Code. For security reasons, the OAC is not displayed when entered. Select a menu option and press Enter. **Note:** On your next sign on, you will not need to enter the ASAP ID and OAC if you will be using the same ID and OAC. You will just make your menu selection. If you don't recall the last ID you used, press the Enter key while the SELECTION NUMBER is blank and the ID will appear.

SP010A	AUTOMATED STANDARD APPLICATION FOR PAYMENTS	08/02/00
SP010AO	MAIN MENU	HH:MM:SS
08/02/2000	T	
	<1> PAYMENT REQUEST PROCESSING	
	<2> INQUIRY MENU	
	<3> FEDERAL AGENCY FUNCTIONS MENU	
	<4> RFC FUNCTIONS MENU	
	<5> FRB SUPPORT PROCESSING	
	<6> REPORT REQUEST MENU	
	<7> NOTIFICATIONS	
	ASAP ID: 11000001	ENTER SELECTION NUMBER: 3
	ORGANIZATION ACCESS CODE: xxxxxxxx	PRESS ENTER
	F2=EXIT	

**STEP 7: RESULT**

In this example, menu option 3 was selected, so the Federal Agency Functions Menu appears

SP060A	AUTOMATED STANDARD APPLICATION FOR PAYMENTS	08/02/00
SP060AO	FEDERAL AGENCY FUNCTIONS MENU	HH:MM:SS
08/02/2000	T	
	<1> ACCOUNT FUNCTIONS MENU	
	<2> AUTHORIZATION ENTRY PROMPT	
	<3> AUTHORIZATION CERTIFICATION MENU	
	<4> REVIEW PAYMENT REQUESTS PROMPT	
		ENTER SELECTION NUMBER: ___
		PRESS ENTER
F2=EXIT	F5=MAIN	