

# <u>Events</u>

*We have incorporated an extensive and powerful tool called 'Events'. This is a monumental change for RMEx*. This interface, which relies on GUI to be implemented, allows a user to point and click on an 'events' button, triggering one of the system defined events. e.g., attempt, contact or promised payment.

Once the user has made their selection, this event would trigger another action needed by the user. Management defines the subsequent actions. This is a complete change in how a collector can work accounts. It could be described as a new "scripting engine" that guides a collector through a series of steps, making sure the correct questions are asked, the right information is obtained and the accounts are worked in the best way. Along the way, the correct smart codes could be applied, without the collector actually entering a single smart code!

So, after the user makes their first selection e.g., attempt, new options should appear allowing the user to select the appropriate circumstance(s). Did the user attempt the work number, home number or other? These options should be set up by management and made available to the user. Additionally, when the user selects each step, the system is able to apply a smart code and apply a dynamic score code, updating the dynamic score on the account, removing the need for an agent to update accounts using smart codes!

There are two types of Events, 1) Main events

2) Sub Events

MAIN Events are SYSTEM defined and SUB Events are USER defined. By default, events are 'expandable'. So, events can trigger subsequent events.

The 'Expanding' rules can be controlled at several levels;

- ✓ Client
- ✓ User
- ✓ Description code
- ✓ Account status
- ✓ ACAT
- ✓ Legal/non legal and Linked balance (Legal/non legal and Linked balance can be found in System Control menu 3, opt 19, opt 3 while the others are set under their respective control files)

Since an event allows a smart code to be entered, smart codes are no longer the primary source for updating accounts. Additionally, the Dynamic Score by Smart Code table does not need to be updated since the event associates a dynamic score code to the action. While smart codes are mandatory for all events, it is not mandatory that the smart code be applied – allowing management to decide which smart codes get applied during a series of actions.

Note: The rules set up at the Smart Code level will be enforced when an agent selects an event.

For example, if the Smart Code applied by the event has been set up to force the user to enter notes and a follow-up date, when the agents selects that event and the event window is presented to the agent, they will be forced to enter notes and a follow-up date. Additionally, if the smart code entered for the event forces a 'note' – the event will reflect the requirement by showing a "Y" in the note field. The same logic follows for the letter, recall and follow-up date fields. Lastly, up to 99 sub events can be created.

An example from the users' perspective:

The user selects the 'event' button and the Main Event 'Attempt' is selected.

Another window with the possible Sub Events is displayed, such as, Called Home and Called Work. (At this point, the user could be stopped and forced to enter a note - "No Answer or Left Message). OR, when the user clicked on Called Home, the user would be presented with more Sub Events (Eg.- Left Message or No Answer).

During this explanation, the user never entered a smart code. Everything is driven from the events presented to the user. The process is controlled and naturally directs the agent to enter the pertinent information, thus working the account without smart codes. 'Events' will allow management to control the actions updated on an account, dramatically changing how accounts are worked. The strength and power of these events entirely depends on how the 'chain of events' are set up. Remember, Events are actions, that when triggered, will update the Dynamic Score AND apply a smart code, eliminating the need for the user to remember and enter smart codes. Additionally, the user is moving through these **events using the new GUI interface – reducing the time spent updating an account; applying notes that are consistent; scoring accounts as users apply specific actions and leaving a concise audit trail for client reviews.** 

## Main Events – Main Events are the first line of action from which all sub events occur.

There is a System Control file containing the *system* defined "Main" events where you will have the ability to create and link Sub Events to the Main Events. The main events will:

- ✓ Apply Smart Codes
- ✓ Force users to follow the applied Smart Code rules
- ✓ Associate a Dynamic Score Code to an event in order to adjust the consumer's score
- $\checkmark$  Notate the account

Go to System Control – Menu 3 and select Dynamic Scoring/Events options. Then select Events – System Control Setup. The following screen is presented:

N						
DN			Event system control - Fi	rst level		
2						
DAR	Туре	options, Pr	ess Enter.			
	2=C	hange 6=Sub	event			
	Opt	Event Code	Description	Expand	Smart code	Dyn. Sc
		01	Attempt	12	301	4001
	U.T.	02	Answering machine		201	
		03	Contact	Y	201	
		04	RPC	N	101	4001
		05	Promise/Payment	1	101	
		06	Dispute/Attorney/BK/Deceased	N	601	6001
		07	Legal request	N	701	7001
		08	Skip tracing	Y	201	8001
		09	Written correspondence	Y	901	9001
		10	Client interaction	Y	123	1101
						More

Let's focus on the first 'Main Event' listed, Event code **01 – Attempt**. To update the main event, place a 2 in front of the event and enter. The following screen will be presented.

RMEx	QUANTRAX CORPORA	
Think and	Quality Court on A	
ENTER		
ATTN		
PAGEUP		
PAGEDN		Event Maintenace - First level
EXIT		
HELP		
CALENDAR	Event code	01
	Description	Attempt
	Smart code	603 Do not apply if expandable (N)
	Dynamic score	04001
	Notes	TEST NOTE 01 ATTEMPT
		TEST NOTE 02 ATTEMPT
		TEST NOTE 03 ATTEMPT
	Do not display(N)	Expand always (Y/1) Y
	Notes	Letter Recall
	Follow up date	
	F7-Cancel Preess	ENTER to Add

- ✓ Apply a smart code for this event a smart code is mandatory. However, the smart code can be stopped. (There are probably smart codes already set up that can be associated with many of these events) When this event is selected the smart code will be applied. The rules of the smart code will prevail
- ✓ Do not apply if expandable (N) This relates to the smart code entered for this event. If there are steps after this event, you may not want to have this smart code applied and only wish to have the smart codes set up for subsequent events applied
- ✓ Enter a Dynamic Score Code for this event. So, select one of the Dynamic scores e.g., 4001 Right Party Contact. When this event is chosen, the score value associated with the DSC 4001 will raise or lower the Dynamic score on the account
- ✓ Notes: Enter notes that need applied when the event is selected. The system will apply this note as well as the note on the smart code if applied. Anything entered on these 3 lines will be entered on the account. (Note ALL 3 lines are applied when this event is selected each time even if only some of the lines are filled in)
- ✓ Do not Display (N) by default, all events are displayed. Placing an N in this field will stop this event from displaying
- ✓ Expand always (Y/1) (Y) expand ALL subsequent events, (1) only expand one event further stop all other subsequent events and (blank) stops at the main event

✓ Notes, Letter, Recall and Follow-up date. If the smart code applied forces a 'note' – the event will reflect the requirement by showing a "Y" in the note field. The same logic follows for the letter, recall and follow-up date fields

Review each Main event and fill in the information needed for each. When done, move onto the Sub events.

## Sub Events – Sub Events are all subsequent events originating from a main event.

- ✓ Sub events at the first level are single character alpha fields. So, there are only 26 1st sub level events available
- ✓ As you add sub levels, the system will assign the next alpha character available (AA AAA AAAA)
- ✓ Remember, smart codes are mandatory, but can be 'not applied'
- ✓ There is no hierarchy to the sub levels. We are simply associating a sub level to a main event (or from another sub level)

So, the first level of events begins with a 'Main Event'. Note: The first level is very important since this is 'how you work the events' to your advantage. Open the Main events again.

		Event system control - Fi	rst level		
Type	options, Pr	ess Enter.			
2=C	hange 6=Sub	event			
Opt	Event Code	Description	Expand	Smart code	Dyn. Sc
6	01	Attempt		301	4001
	02	Answering machine		201	
	03	Contact	Y	201	
	04	RPC	N	101	4001
	05	Promise/Payment	1	101	
	06	Dispute/Attorney/BK/Deceased	N	601	6001
	07	Legal request	N	701	7001
	08	Skip tracing	Y	201	8001
	09	Written correspondence	Y	901	9001
	10	Client interaction	Y	123	1101
					More

Let's create the 1st sub event for the Main Event - Attempt. Place a 6 in front of the main event and enter.

VILA	QUANTRAX CORPO	RATION INC.	F G H J U K B
R			
UP			
DN		Event system control - S	Sub Level
	Main event Att	empt	Level 01
DAR	Time ontions Dr	DOD ENTED	
	2=Change 4=Dele	ete 6=Next level	
	Sub event		
	Opt path	Description	Smart code Dyn.Score
	A	CALLED HOME	301
	B	CALLED WORK	101 7001
	c	CALLED RELATIVE	200
			Bottom

Previously added are 3 possible Sub Events for the Main event 01 - Attempt. Let's select Sub Event "A - Called home". Place a 2 in front of the option and press enter.

ITTN IGEUP IGEDN		Event Maintenance - Sub levels
IELP		
ENDAR	Main Event	Attempt
	Level	1
	Sub-event path	A
	Sub-event description	CALLED HOME
	Smart code	301 Do not apply if expandable(N)
	Dynamic score code	
	Notes	
	Notes Y	Letter N Recall Y
	Follow-up date A	

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The sub event has already been defined. We have labeled this event 'Called Home'. Do you need a score associated with this sub event? Does a smart code need applied? Should notes be left? Just update as needed.

- ✓ Apply a smart code for this event a smart code is mandatory. However, the smart code can be stopped. (There are probably smart codes already set up that can be associated with many of these events) When this event is selected the smart code will be applied. The rules of the smart code will prevail
- ✓ Do not apply if expandable (N) This relates to the smart code entered for this event. If there are steps after this event, you may not want to have this smart code applied and only wish to have the smart codes set up for subsequent events applied. Place an N to stop the smart code from getting applied
- ✓ Enter a Dynamic Score Code for this event. So, select one of the Dynamic scores e.g., 4001 Right Party Contact. When this event is chosen, the score value associated with the DSC 4001 will raise or lower the Dynamic score on the account
- ✓ Notes: Enter notes that need applied when the event is selected. The system will apply this note as well as the note on the smart code if applied. Anything entered on these 3 lines will be entered on the account. (Note ALL 3 lines are applied when this event is selected each time even if only some of the lines are filled in)
- ✓ Notes, Letter, Recall and Follow-up date. If the smart code applied forces a 'note' the event will reflect the requirement by showing a "Y" in the note field. The same logic follows for the letter, recall and follow-up date fields

So far, the event flow is:

- 1) At placement value obtained for the Dynamic score
- 2) Main event , 01 Attempt
- 3) 1st sub event, A Called Home

Now, let's put a 6 next to the 1st Sub Event 'Called Home' to create a 2nd Sub Event.

			Event system contro	l - Sub Level		
	Main ev	ent A	ttempt	Leve	1 02	
R	Type on	tions.	Press ENTER			
	2=Chan	ge 4=D	elete 6=Next level			
	S	ub even	t			
	Opt	path	NO ANSWER	Sma	103	Dyn.score
		B	LEFT MESSAGE WITH PERSON	rk.	105	
		c	LEFT MESSAGE ANSWERING N	ACHINE		
						Bottom

Three possibilities have already been entered.

4) Second sub events are 2 character alpha fields

We need to update the information for the 2nd sub event, so place a 2 in front of the first defined 2nd sub event 'AA - No answer' and enter.

ENTER		
PAGEUP PAGEDN EXIT		Event Maintenance - Sub levels
HELP		
CALENDAR	Main Event	Attempt
	Level	2
	Sub-event path	AA
	Sub-event description	NO ANSWER
	Smart code	103 Do not apply if expandable (N)
	Dynamic score code	
	Notes	
	Notes	Letter Recall
	Follow-up date	

A dynamic score code, smart code and notes are available at the 2nd sub level. Update as needed.

You have now set up an entire flow of events for an event cycle - Attempt/Called Home/No Answer!

So, the event flow looks like this:

- 1) Event at placement value obtained for the Dynamic score
- 2) Main event, 01 Attempt
- 3) 1st sub event, A Called Home
- 4) 2nd sub event, AA No Answer

Once you have completed the set up for ALL 3 levels, you can now see how these events present themselves to the user.

Below is the main detail screen for an account:

Company # 99 Client Number 122 Owner DE Client Acct # DI	Case # 000016094 Get Primary 1068 DELIGHT TEST CLIENT LT Worker DELT Split DELT CALER TEST ACCOUNT	Next	INQUIRY 001 M	Work Phone 5 Cell Phone Follow Up Date 2 Promise Amount	/08/11	213	Events
Guarantor Extra Address Street Address City/State/Zip Email Place of Employme Social Security No Patient (L/F) X-Reference (L/F) Spouse (Last/First ACat Letters Pending	None VELLER 123 BLUE ST SACRAMENTO PATLBAOL.COM ent XXX-XX-0000 Date of Birth Status RM Once F4 A1 Cred.Rept Do not Report	JEFF TEST MD 95814 Home • 2/10/2011	ACCT R Y ▼	Arnount Placed Balance Total Balance No. Of Accts No. Paid in Full Date Placed Last Transaction Last Worked Last Letter Last Payment L. Pay Date PD Check Date	400.00 200.00 1 0 5/12/10 6/12/08 2/04/11 A1 1/18/11 200.00 11/15/10 10.00 From 1 2/22/11	P-ATTY CON+ COS OTH+	Smart Code Description Codes SHOW Code Description A1 93 P3 Payment Date Description 11/15/10 Pd. Agoy 11/15/10 Pd. Agoy
Close Code	Closed	I Date				Ter	nporary Notes
Time         Date           09:32         02/09           09:33         02/09           09:33         02/09           09:33         02/09           09:33         02/09	Code         Note           /11         cc         Full CC Info Viewe           /11         cc         Full CC Info Viewe           /11         cc         CC info.was delete           /11         cc         Full CC Info.was delete	a a a		User 1 DEL * 0 DEL DEL DEL	Date Note 2/04/11 TEMP	NOTES F	TELD

Click on the events button in the top right hand corner. The next window will be displayed to the user.

RMEX CONTRACTOR
Event list
Attempt
Contact
Promise/Payment
Dispute/Attorney/BK/Deceased
Skip tracing
Written correspondence
Client interaction
Manager talk off

Click on 'Attempt' and the following screen will appear.

Company #         99         Case #         000016949         Get Primary           Client Number         000002         ST         MARYS         HOSPITAL12345678901           Owner         2         4         Worker         2         4         Split           Client Acct #	23456789012 INQUIRY 000 A	Home Phone Events Work Phone Events Cell Phone Follow Up Date  Promise Amount
Guarantor     None • MAAB     WIN       Extra Address     1     MAIN ST       Street Address     1     MAIN ST       City/State/Zip     ROANOKE     VA 2       Email     PATL@QUANTRAX.COM       Place of Employment     Home       Social Security No     000-00-0000     Date of Birth 1/21/       Patient (L/F)     MAAB     WIN       X-Reference (L/F)     Status     RM Once       Letters Pending     Cred.Rept Do not Report	Amour R Balance Total B No. Of J Y   No. Pair Date Pi Last Tr Last W Last Le Last Pi PD Che	t t Constantia Constan
Date         Code         Notes           13:00         10/21/10         SCS2           17:09         12/22/10         9B         481848         BANNER           17:15         12/22/10         9C         Home Ph -         000-000           17:16         12/22/10         9C         Home Ph -         000-000	0 555-1212 😼	*

As shown above, the user has clicked on the Main Event – Attempt and the 1st sub level options are presented to the user. As you can see, the process has begun and the user does not enter a smart code! The user will continue to filter through the options presented until they reach the end of the event cycle.

Smart Code	603		
Promise Amount	[	.00 Format	
Follow-Up Date		MMDDYY format	
Send Letter			
Recall			
NOTES			

Recall that smart code 603 was applied for the main event – Attempt. Specific fields are available for the user as well as a calendar feature.

Lastly, expanding events can be controlled at the client level. See below.

RMEx	QUANTRAX CORPORATION INC.
ENTER	
ATTN	
PAGEUP	Client Update
PAGEDN	
EXII NELD	Client Code 000002
VALENDAN	Information to be displayed COL 44564410C
	when account is presented
	Payments allowed (N=No, B=only adjustments)
	Allow zero or negative placements (Y)
	Special link code
	Hold Contact and Smart Code series (C,S,B)
	UDW to be displayed when account is presented
	Smart codes on links (N=No) N
	Analytical Attributes code
	Get permission to call using I-Tel (Y) v
	Expand events (ANb)
	P1-new Selection F3-Search F7-Exit F12 OL ENTER-Update information

✓ Expand events (A N or b): A to always expand events, N to never expand and leave blank to control expanding at another level.

Now it is time to move on to Attempt/Called Work/No Answer, etc...setting up all possible events needed.

NOTE: Dynamic scoring and Events should be run together so that you can maximize the benefits of Dynamic Scoring and take advantage of future enhancements.

## Changes to Events

We have also added the following flexibility.

- We will allow the description of the main events to be changed.
- We have added two new options to the Events System control file update. The option "Events System control setup (Default)" has two new function key selections;
  - ✓ Insert sub level
  - ✓ Copy path

These must be used with caution.

They were added to make changes to the event structure easier, but we strongly suggest you contact our support team prior to using these options.

- We now allow smart code overrides to be associated with events
- We have introduced a new override at the user level. This is accessed on the second screen of system security. The "Events override" can be used to allow event overrides to be defined by User ID. When there is no client level override, the user override will be checked and used if available. This will allow you to change screens and processes based on skill levels.

RMEx	QUANTRAX CORPORATION INC.							
			EXIT					
	Events	<						
		•						
	Type options, Press							
	2=Change 4=Delete	6=Event list						
	Opt Override code	Description						
	6 AA	CLIENT OVERRIDE						
	AB	CLIENT OVERRIDE BY SD	<b></b>					
	A1	DESCRIPTIN CODE						
	ВВ	CLIENT OVERRIDE CODE SB						
	BD	DESCRIPTION OVERRIDES SB	•					
	B1	BALANCE OVERRIDE SB						
	СВ	BALANCE OVERRIDE						
	cc	CRH						
	CD	DESCRIPTION CODE OVERRIDE						
	CH	TEST BY CHUMZ						
			More					
			•					
	F7-Exit F6-Add override							

#### What are 'Event Override Codes'?

Event Overrides can be setup based on Description Code(s), Balance Range(s) or the Client Code. The system has overrides for up to ten Description Codes and five Balance Ranges.

RMEx	QUANTRAX CORPORATION INC.									
									EXIT	
										<
			<u>Events</u>	- Client ou	verride rules	maintenance	2			
	Override	e code	<u>KN</u>							
	Descript	ion co	ode AB							
	Override	code	DI							
	<b>D</b> -1		-	-	0					
	Balance	range	From	То	Override	e code				<
			0000100	0000800	KN					•
			0000000	0000000						
			0000000	0000000						
			0000000	0000000						
										4
										Ľ
	F7-Cancel	Pres	s ENTER to	Add						
								_	_	

The rules for priority are as follows:

- $\checkmark$  The client can define a special event override code for a specific client.
- ✓ The client can define new override codes for different balances and description codes for the above client override.
- ✓ Then when the collector tries to access an account through an event, they will be given an event/sub event list according to the matching description codes, balance and the client code.