### Cash Advance Cash Flow Is Our Business

Cage AS 36 N6 7455 2661

A Thesis

Presented to

the Chancellor's Scholars Council of

The University of North Carolina at Pembroke

In Partial Fullfillment

of the Requirements for Completion of

the Chancellor's Scholars Program

by

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Faculty Advisor's Approval White

Date 4/30/01

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### Cash Advance Cash Flow Is Our Business

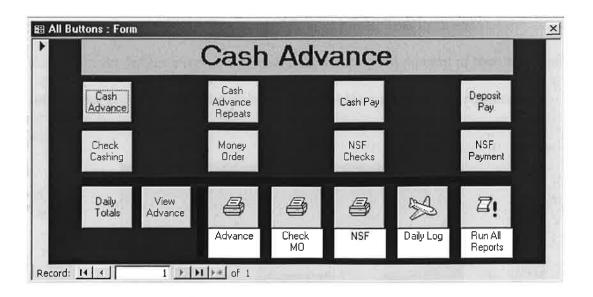
This topic that I have chosen is based on the elimination of handwritten daily log sheets in cash advance stores. The basis for writing such a program will be to ensure cash advance stores more accuracy when it comes to doing their bookwork. This will be discussed in detail as I explain the functionality of my program.

I will be writing this program in a database management system (DBMS). "From the perspective of an end user, a DBMS simplifies the storage, retrieval, and updating of data" (Baldwin2). Microsoft® Access is an example of this type of system. Some "examples of data stored by a DBMS might include hotel and airline reservations, inventory, employee records, customer lists, budgets, and sales transactions. A DBMS supports the day-to-day operations of a business" (Baldwin 2).

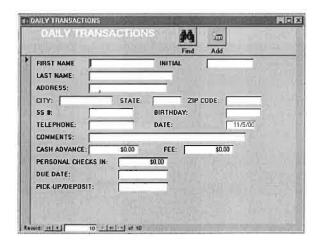
Let me give you an overview of the transactions addressed by my program. When a new client comes in to receive or pay a loan, the employee has to write this information on a log sheet that lists all the activity for that day. If the client receives a loan, the client writes a personal check for the amount of the loan plus the fee. This information is recorded in one group of columns (Figure 1: Columns D, E). If a person pays off a loan by cash, his personal check is returned to the person and this transaction is recorded Columns A, B, C on Figure 1. If the check is to be deposited, it is recorded in Columns F, G, and H on Figure.

Let me now begin discussing the most commonly used features of my program.

When my program is first executed, the user is given a menu. The employee will click on the button that corresponds to what they want to do shown below.



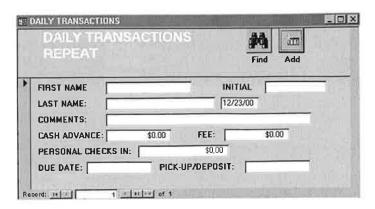
Let me begin by describing the Cash Advance button. This is the button that is clicked when a customer comes in for the first time. Below is how the screen appears to the user.



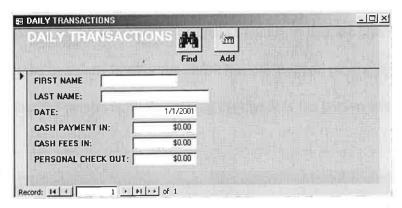
On this screen the user will enter the customer's information. This form occurs just once for each customer. After the initial loan, this information is keyed into a different form that will be described in the next paragraph.

Cash Advance Repeats This is the button that is clicked when a customer returns and wishes to advance another loan. When a customer returns to your business to advance another loan, they

want to get in and out of your office as quickly as possible. This form reduces the amount of information needed for a repeat customer thus reducing the amount of time a customer remains in your office. It indicates only the data that is required once a customer is established.



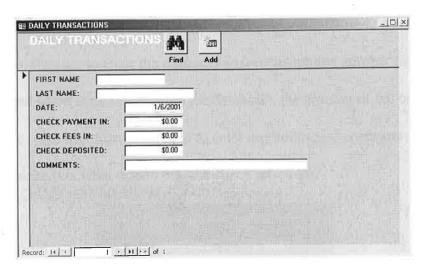
The cash pay button is a simple form in which the persons' name is entered along with the amount of the cash advance. No other information needs to be entered into the system because it was already entered when the customer took their first cash advance.



Deposit Pay The deposit pay button performs the same tasks as the cash pay button except that you enter the amount of the check where you would normally enter the cash amount.

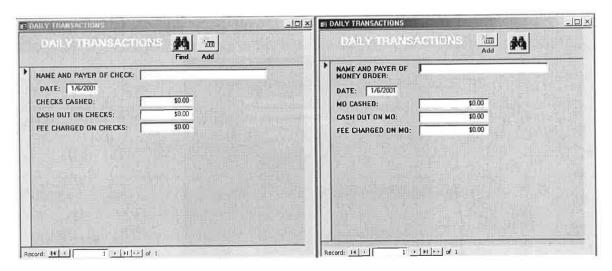
There is an additional field on this form where the user can enter a comment about the transaction (i.e. if the user calls and verifies the check and there are insufficient funds,

then the user can enter that information here so that it can be tracked when the check is returned.)

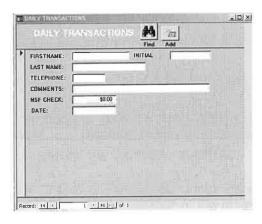


Check Money Cashing Order

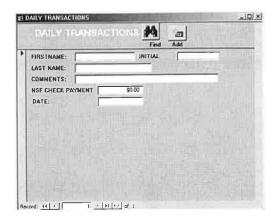
The check cashing and money order buttons are identical except for the first entry field. When a customer comes in your office to cash a check or money order, the employee will follow the protocol of the business to confirm that the check is good (i.e. making sure that the company issuing the check has not stopped payment on the check and to confirm that the person actually cashing the check is the person whose name is on the check).



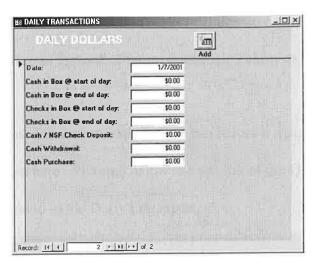
NSF Checks
This button is used when a business receives a returned check from the bank whether the check is marked as Insufficient Funds or Account Closed. When the user opens this form, they are to enter the customers name, telephone number (so it can be easily referenced when scrolling through the database), the amount of the bad check and the current date. The user also has a field to enter any additional comments that they would like to make (i.e. what reason was the check returned).



NSF Payment This button is used when a business receives cash or other certified means of payment from a customer whose check was returned. When the user opens this form, they are to enter the customers name, the amount of the bad check and the current date. The user also has a field to enter any additional comments that they would like to make (i.e. what type of payment: cash, MO, etc.).

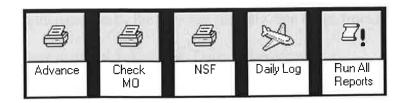


Daily Totals At the end of the business day, the user of the program will click on this button. The form that opens allows the user to enter all the totals for the day. This form is required for the daily reconciliation sheet that is on top of every day's work.



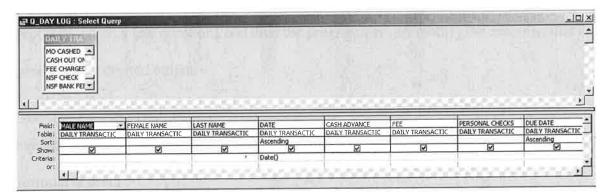
The View Advance button allows the user of the program to look at a screen view of what the daily log will look like once it is printed. This allows the user to see if there are any mistakes (i.e. typing the numbers incorrectly).

		\$100,00	\$17.65	\$117.65	\$505.00	\$89.13	\$558.83	\$480,00	\$84.71	\$564.71
вовву	SMITH	\$0,00	\$0,00	\$0.00	\$255,00	\$45,00	\$300,00	\$0.00	\$0.00	\$0.00
ARLENE	POPE	\$0,00	\$0,00	\$0.00	\$0,00	\$0.00	\$0,00	\$225.00	\$39,71	\$264.71
GAILA	JONES	\$0.00	\$0.00	\$0.00	\$200.00	\$35,30	\$200,00	\$0.00	\$0,00	\$0.00
GEORGE	BROWN	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0,00	\$255,00	\$45,00	\$300.00
JOHN	BEST	\$0,00	\$0,00	\$0.00	\$50,00	\$8.83	\$58.83	\$0,00	\$0.00	\$0.00
IOHN	BEST	\$100,00	\$17.65	\$117.65	\$0,00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
07-Jan-01 FIRST NAME	LAST NAME	CASH PAY IN	CASH FEESIN	PERSONAL CHECK OUT	CASH ADVANCE	FEE	PERSONAL CHECKSIN	CHECK PAY IN	CHECK FEESIN	CHECK DEPOSITE:
Q_DAY I	LOG									



The four leftmost buttons above print the report corresponding to the label underneath it. The Run All Reports button allows the user to click one button instead of having to click four different buttons. Figures 6 through 9 show examples of what the output will look like.

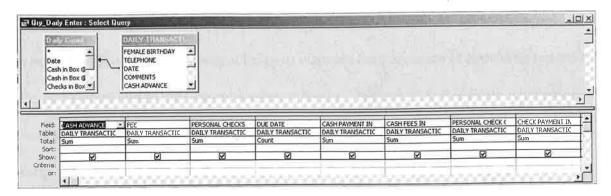
There are several different queries that are run before a report is run, but I will discuss only two of them here. Pictured below is a section of the Q\_DAY\_LOG that sorts the data that is printed in the Daily Log report.



When you start designing, you choose the table (or query) that contains the data you wish to manipulate. You then drag the fields that you want from that table into the bottom part of the query where the manipulation will occur. In this area, you can set criteria for a particular field (for example, only taking data that has today's date in that particular field). This area also includes a field that you can specify how to sort a particular field.

Another query that is run before printing the summary page is printed is listed below. This query uses two different tables, which are related as indicated by the crooked

arrow. The line in this query tells the user that the only data taken from table Daily Count is that for which date matches that of table Daily Transactions.



Let me now discuss the second most important part of the program, the output, which Access calls reports. Figure 2 shows the design view of the Daily Log Summary Sheet Report. Access makes creating reports very simple in which it will create a sample report based on a few questions and then the programmer can modify the report so that it produces the desired output.

Not only do reports display data, they also have the option to perform calculations. For example, to compute the ending cash balance for the day, the following formula is used:

=[SumOfCash in Box @ start of day]+[SumOfCASH PAYMENT IN]+[SumOfCASH FEES
IN]+[SumOfNSF CHECK PAYMENT]+[SumOfNSF BANK FEE]+[SumOfCHECK PAYMENT
IN]+[SumOfCHECK FEES IN]+[SumOfCHECKS CASHED]+[SumOfFEE CHARGED ON
CHECKS]+[SumOfMO CASHED]+[SumOfFEE CHARGED ON MO]+[ SumOfCash
Withdrawal]-[SumOfCASH ADVANCE]-[SumOfCASH OUT ON CHECKS]-[SumOfFEE
CHARGED ON CHECKS]-[SumOfCASH OUT ON MO]-[SumOfFEE CHARGED ON MO][SumOfCHECK DEPOSITED]-[SumOfCHECKS CASHED]-[SumOfMO CASHED][SumOfCash Purchase]-[ SumOfCash Deposit]

This calculation is then compared with what the user entered on the Daily Totals Form to compute the overage or shortage for the day.

There are many features of this program that could be discussed but I felt that only the most commonly used aspects of Access should be discussed. This program is in use today at Carolina Ca\$h Advance. The owner, Sheila Strickland, said "this program is a very beneficial tool in the way it helps to maintain data accuracy in providing reports to the accountant and to the Commissioner of Banks." Figures 3, 4, 5 indicate what reports look like from a business that does their work by hand. Figures 6, 7, 8, and 9 show what these reports look like when a business uses my program. You can tell by the output which one the accountant, the commissioner, and the business owner would prefer.

### **WORKS CITED**

Baldwin, Dirk, and Paradice, David. <u>Applications Development in Microsoft® Access</u> <u>2000</u>. Course Technology: Cambridge, MA, 2000.

Strickland, Sheila. Personal Interview. 15 November 2000.

## Daily Transactions

Date:

Figure 1

Person's Name	A	<b>a</b>	C	O J	E	F	D P	H
	Cash Payments In	Cash Fees In	Personal Cks Out	Cash Advanced	Personal Checks In	Check Payments	Check Fees In	Checks Deposited
1								
2								
3								
4								
5								
9								
7					134			
8						60		
6								
10								
11								
12								
13								
14								
15								
16								
17								
18								
19								
20								
21								
22								
23								
Column Totals	U							

### Figure 2

▼ Report Header			_	
=Now()	-D	aily LogSummary S	heet	
			177.1.2	<u> </u>
◆ Page Header				
◆ Detail	1111111		111111	
Beginning Cash:	x @ start of day	Beginning Checks:		AvgOfChecks in Box @ st
Cash Payment In:	I PAYMENT IN	Personal Check In:		SumOfPERSONAL CHECK
Cash Fees In:	Cash fees in	NSF Check Returned:		SumOfNSF CHECK
The state of the s	CK PAYMENT	DEDUCTIONS		
NSF Bank Fee:	NSF BANK FEE	Personal Check Out:		SumOfPERSONAL CHECK
13331	PAYMENT IN	NSF Check Payment:		SumOfNSF CHECK PAYM
Check Fees In:	CHECK FEES IN	Check Deposited:		SumOfCHECK DEPOSITEI
Checks Cashed:	ECKS CASHED	Ending Balance:		amOfCHECK DEPOSITED]
Fee charged on Checks:	D ON CHECKS	Actual Check Balance:		AvgOfChecks in Box @ er
MO Cashed:	Ofmo Cashed	Over / Short:		=[AvgOfChecks in Box @
Fee Charged on MO:	ARGED ON MO			
- TENONE	ash Withdrawal			
DEDUCTIONS				
Cash Advance:	SumOfCASH AD			
Cashout on Checks:	SumOfCASH OU			
Fees Charged on Checks:	SumOfFEE CHAR			
Cashout on MO:	SumOfCASH OU			
Fees Charged on MO:	SumOfFEE CHAR			
Check Deposited:	ECK DEPOSITED			
Checks Cashed/Deposit:	SumOfCHECKS C		111111	
MO Cashed:	nOfMO CASHED			
Cash Purchase:	OfCash Purchase			
Cash / NSF Check Deposit:	gOfCash Deposit			
Ending Cash Balance:	OfCash Deposit]			
Ending Cash:	Box @ end of day	<u> </u>	ignat	wre:
Over / Short:	of day]-[Field87]			
		[		[m
**************************************		=Page		
✓ Report Footer	AMERICA AND AND AND AND AND AND AND AND AND AN			

Miles				>	
Date: 1-3-01		Checks With Fees		Checks Without Fees	Fees
Beginning Cash	14/104/41	Beginning Checks	\$ 16262, 45	Beginning Checks	<b>↓</b>
Additions Cash Payments In A Cash Fees In B	\$55.00	Additions  Personal Checks In E  Return Cks from Bank O	\$ 4176,49	Additions Cash Advanced D	
Return Ck Payments P Check Payments F Check Fees In G	\$ 150.00 \$ 26.47		\$ 1005.89	Deductions Cash Payment in A	C.
Checks Cashed I Fees Charged on Cks K	2000		\$ 1005. 00	. r v	3 69 69
Fees Charged on MOs N Check Cashed for Office		Actual Balance Over or Short	\$ 19256.78	Ending Balance	v9
Deductions Cash Advanced	3550.00	Notes to Accountant:			
Cash Out on Checks J Fees Ctg on Checks K	\$ 67.43				
				¥	
Checks Deposited H	7.90.				
Checks Cashed . 1 MOs Cashed L	000	all major of sources.			
Return Ck Pyts Dep P	43. 64				
Cash Deposited	\$ 200,00				
Ending Cash Balance Actual Cash Balance Over of Short	\$ 1593.66		Signed	Allmare	87

Figure 4

### Daily Transactions

1-3-01

e.

この、よ この、わ Deposited Checks H 26.47 26.47 Check Fees In Ċ 150.00 50.00 **Payments** Check 1 3550.00 4176,491 300.00 294.12 300.00 かったらの 300.00 300,00 300.00 235,30 300,00 255.00 Bob. od 98.8C 300,00 Checks In 300.00 300.00 75.08 Personal  $[\pm]$ F0.00 200 00 255.00 255.00 20,00 255.00 255.00 200 355.00 286.00 Advanced 75.00 255.00 135.00 200.00 Cash 300.00 150.89 1005.89 したのし 10.65 Cks Out 176.47 Personal こう。 U 1 \$ 00 7.60 2007 17.65 2647 7 60 Fees In Cash ľ 2 Payments In 150,00 255.00 150,00 100.00 00.00 100.00 Cash V alen Marning. Khonda Momoson 着りなると · Sterring xordan Person's Name Column Totals 3 PU STON 8 3 MODERE 3 Service of 16 COL \*Omes 4/35° XQQ ( Les

-3-01

# Daily T. Insactions

Figure 5

Name & Payer of Check	I	ī	K	T	M	Z	0	Ь
	Cks	Cash Out	Fees Charged	OM	4.4	Fees	Return	Return Ck
	Cashed	on Cks	on Cks	Cashed		Charged on MO	Cks from Bank	Payments
1 Kois, Holl loon	72.43	:43	5.00				*	
1			90°					
3						10		
4								
N.								
9								
1								
- ∞								
6								
10			K.b.					
11								
12								
13		W						
14								
15	475							
16								
17							+	
18					\$			
20								
21								
22		5 <sub>7</sub> ,5						
23								
Column Totals	72.43	67.43	5.00					

13-Jan-0]		Jason Master Sheet	
Beginning Cash:	\$6,667.02	Beginning Checks:	\$20,700.13
Cash Payment In:	\$3,620.00	Personal Check In:	\$2,594.14
Cash Fees In:	\$638.86	NSF Check Returned:	\$0.00
NSF Check Payment:	\$600,00	DEDUCTIONS	
NSF Bank Fee:	\$0.00	Personal Check Out:	\$4,258.86
Check Payment In:	\$910.00	NSF Check Payment:	\$600.00
Check Fees In:	\$160.60	Check Deposited:	\$1,070.60
Checks Cashed:	\$0,00	Ending Balance:	\$17,364.81
Fee charged on Checks	\$0.00	Actual Check Balance:	\$17,364.81
MO Cashed:	\$0.00	Over / Short:	\$0.00
Fee Charged on MO:	\$0.00	ž	
Cash Withdrawal:	\$0.00		
DEDUCTIONS			
Cash Advance:	\$2,205.00		
Cash out on Checks:	\$0.00		
Fees Charged on Checks	\$0.00	4	
Cash out on MO:	\$0.00		
Fees Charged on MO:	\$0.00		
Check Deposited:	\$1,070.60		
Checks Cashed/Deposit:	\$0.00		
MO Cashed:	\$0.00		
Cash Purchase:	\$0.00		
Cash / NSF Check Deposit:	\$0.00		
Ending Cash Balance:	\$9,320.88		
Ending Cash:	\$9,320.88		
Over / Short:	\$0.00		

03-Jan-01	~	O DAY	700		7				Figure	T are	
FIRST	LAST	CASH PAY IN	CASH FEES IN	PERSONAL CHECK OUT	CASh ADVANCE	3 6 6	PERSONAL CHECKS IN	CHECK PAY IN	CHECK FEES IN	CHECK	CHK #
Addie	Anderson	\$255.00	\$45.00	\$300,00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	1009
Harry	Anderson Jr	\$0.00	\$0.00	\$0.00	\$255.00	\$45.00	\$300.00	\$0.00	\$0.00	\$0.00	1046
Jason	Britt	\$175.00	\$30.89	\$205.89	\$0.00	\$0,00	\$0.00	\$0.00	\$0.00	\$0.00	552
Janice	Bryant	\$0.00	\$0.00	\$0.00	\$75.00	\$13.24	\$88.24	\$0.00	\$0.00	\$0,00	1072
Jo Ann	Coleman	\$255.00	\$45.00	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	2276
Jo Ann	Coleman	\$0.00	\$0.00	\$0.00	\$255.00	\$45.00	\$300,00	\$0.00	\$0.00	\$0.00	2311
Gary	Coleman	\$255.00	\$45.00	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	1589
Martha	Davis	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$200.00	\$35.30	\$235.30	604
Herbert	Davis	\$150.00	\$26.47	\$176.47	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	912
Elizabeth	Dudley	\$75.00	\$13.24	\$88.24	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	2412
Elizabeth	Dudley	\$0.00	\$0.00	\$0.00	\$75.00	\$13.24	\$88.24	\$0.00	\$0.00	\$0.00	2449
Peggy	Ellis	\$255.00	\$45.00	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	5504
William	Fitchett	\$200.00	\$35.30	\$235.30	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	580
Toney	Floyd	\$255.00	\$45.00	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	308
Daffeta	Goodson	\$200.00	\$35.30	\$235,30	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	463
Daffeta	Goodson	\$0.00	\$0.00	\$0.00	\$255.00	\$45.00	\$300,00	\$0.00	\$0.00	\$0.00	470
Joseph	Gore	\$0.00	\$0.00	\$0.00	\$0,00	\$0.00	\$0,00	\$255.00	\$45.00	\$300.00	785
Leverne	Graham	\$0.00	\$0.00	\$0.00	\$200,00	\$35.30	\$235,30	\$0.00	\$0.00	\$0.00	641
Falensha	Graham	\$0.00	\$0.00	\$0.00	\$0,00	\$0.00	\$0.00	\$200.00	\$35.30	\$235.30	1208
Tina	Hammonds	\$255.00	\$45.00	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	1608
Ruby	Jones	\$175.00	\$30.89	\$205.89	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	571
Ruby	Jones	\$0.00	\$0.00	\$0.00	\$175.00	\$30.89	\$205.89	\$0.00	\$0.00	\$0,00	575
Deloris	McCullum	\$150.00	\$26.47	\$176.47	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	238
Deloris	McCullum	\$0.00	\$0.00	\$0.00	\$150,00	\$26.47	\$176.47	\$0.00	\$0.00	\$0,00	242
Betty	McDowell	\$255.00	\$45.00	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	306
Betty	Moss	\$0.00	\$0.00	\$0.00	\$255.00	\$45.00	\$300.00	\$0.00	\$0.00	\$0.00	1518
Vernell	Phinisee	\$255.00	\$45.00	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0,00	810
Витлісе	Powell	\$0.00	\$0.00	\$0.00	\$255.00	\$45.00	\$300.00	\$0.00	\$0.00	\$0.00	526

		\$1,070.60	\$160.60	\$910.00	\$2,594.14	\$389.14	\$2,205.00	\$4,258.86	\$638.86	\$3,620.00		
1		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Vereen	Jeffery
- 1		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Vereen	Ida
i	1363	\$0.00	\$0.00	\$0.00	\$300,00	\$45.00	\$255.00	\$0.00	\$0.00	\$0.00	Strickland	Betty
i y	1221	\$300.00	\$45.00	\$255.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Spivey	Jo Dean
1	653	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$300.00	\$45.00	\$255,00	Simmons	Melissa
ì	265	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$235.30	\$35.30		Salmon	Curtis
	CHIK	CHECK	CHECK FEES IN	CHECK PAY IN	PERSONAL CHECKS IN	6 6 6	CAS" ADVA.	PERSONAL CHECK OUT	CASH FEES IN	CASH PAY IN	LAST	FIRST
		rigure 0	TOST									

### DAY LOG NSF

Jan-01

Jun-UI							
RST NAME	LAST NAME	NSF CHECK	NSF CHECK PAYMENT	DATE NSF DATE	NSF BANK FEE		
ffery	Vereen	\$0.00	\$300.00	1/3/01	\$0.00	Pay in Full	
æ	Vereen	\$0.00	\$300.00	1/3/01	\$0.00	Pay in Full	
		80.00	8600.00		80,00		