

FIRE PROTECTION UPDATE **Procedure To Download FP File and Send To The Dept. Of Lands**

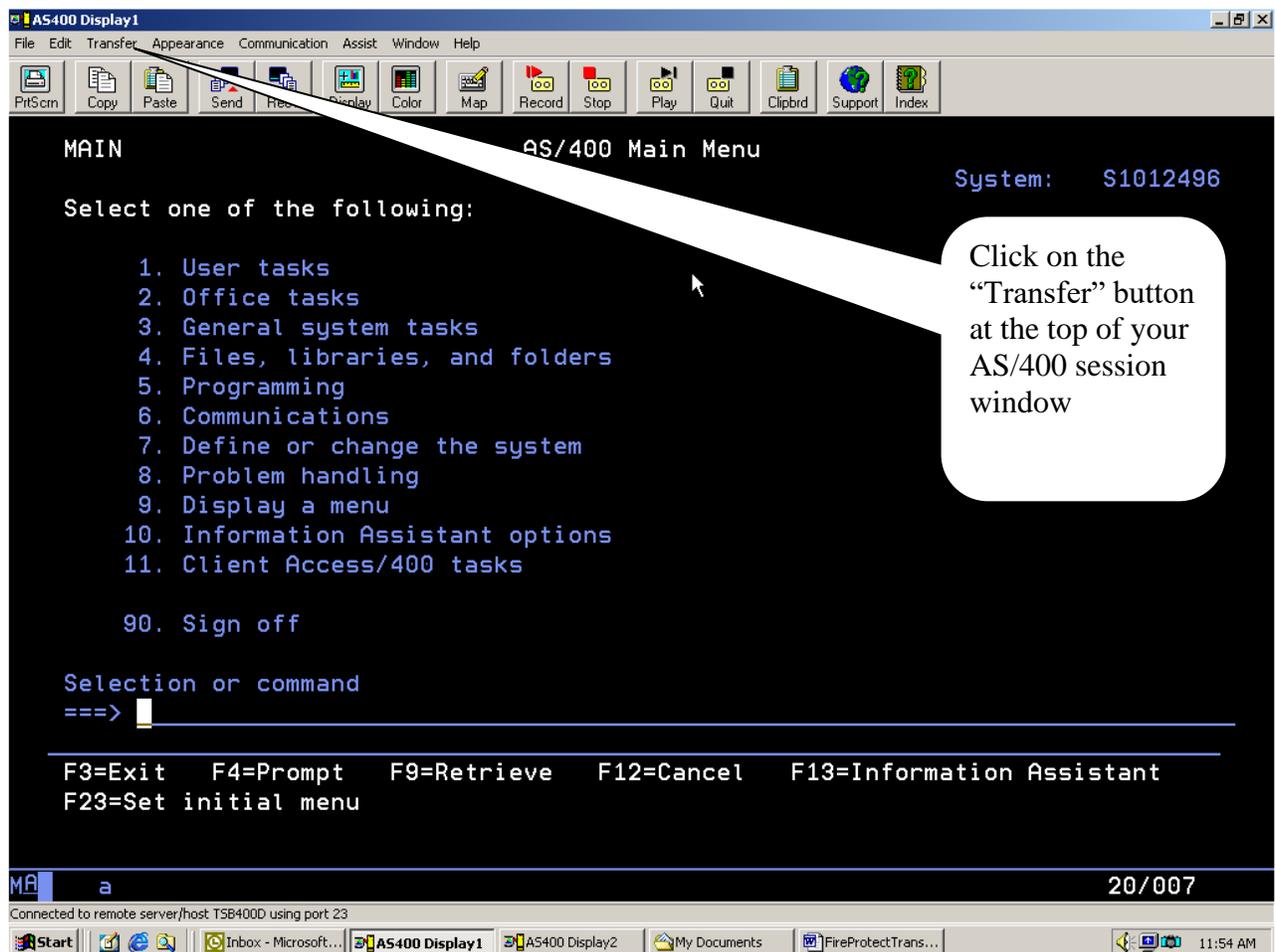
AFTER running FPB360 (Step 1 in Forest Protection Checklist – CL12.):

If the report from FPB360 is blank, it means that there were no changes to report. If this is the case, you do not need to go through the download process. However, you will need to E-Mail Dianne Lanuza at dlanuza@idl.idaho.gov and let her know that there were no changes to report. (Or you can call her at 208-334-0251.) If the FPB360 report has information on it, then continue with this download procedure.

If you are using the client access workstation function then this will be relevant, otherwise if you are using some other terminal emulation and file transfer function contact your IS support staff or the Technical Support Bureau for the specific requirements to affect a download.

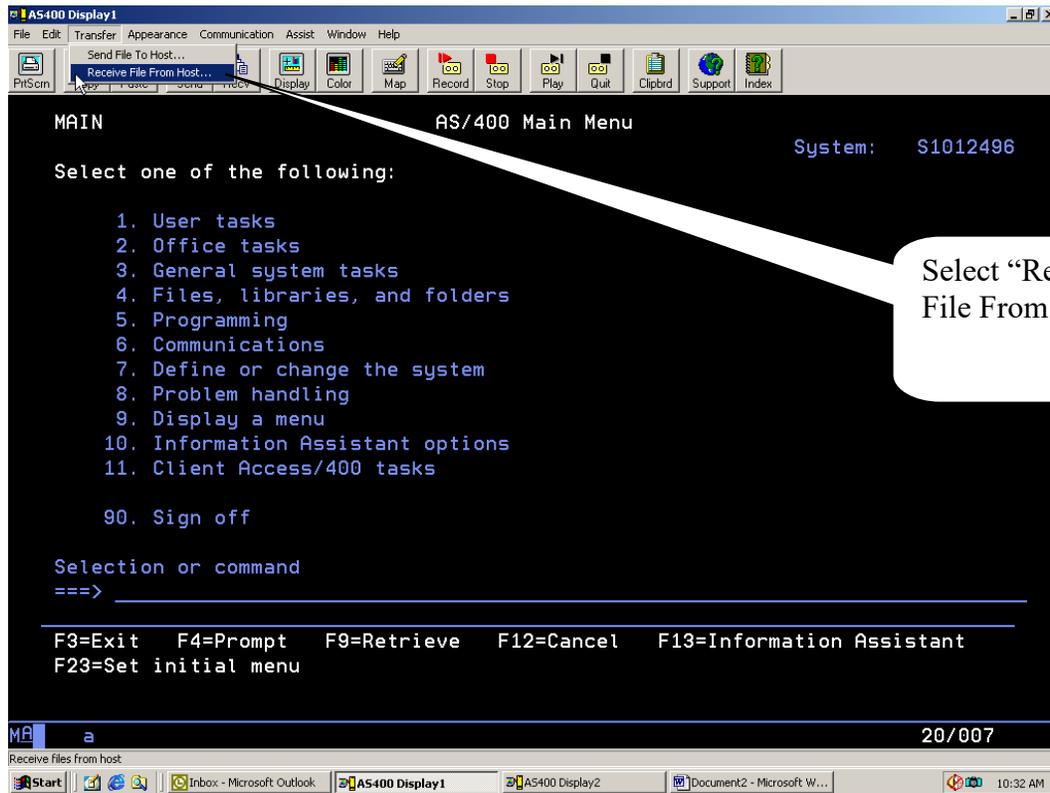
There is one file you will need to transfer from the AS/400 to your personal computer (PC). The file is the Department of Land’s Update file named “UADXFIRE” that contains records reflecting parcels that have been added, changed, or deleted. This file is in the AS/400 Library called “UADFILE”. Once you have downloaded this file to your PC you then will be able to either copy it to a diskette for mailing to the Department of Lands or attaching it to an outgoing E-Mail to the Department of Lands.

STEP #1

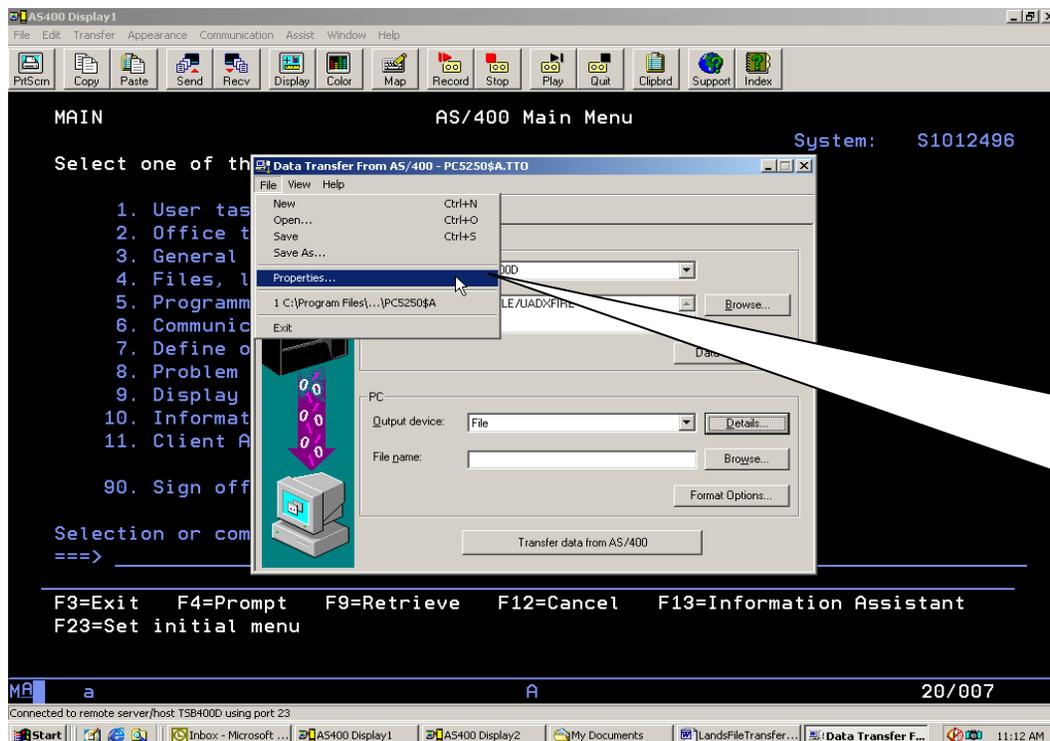


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STEP #2

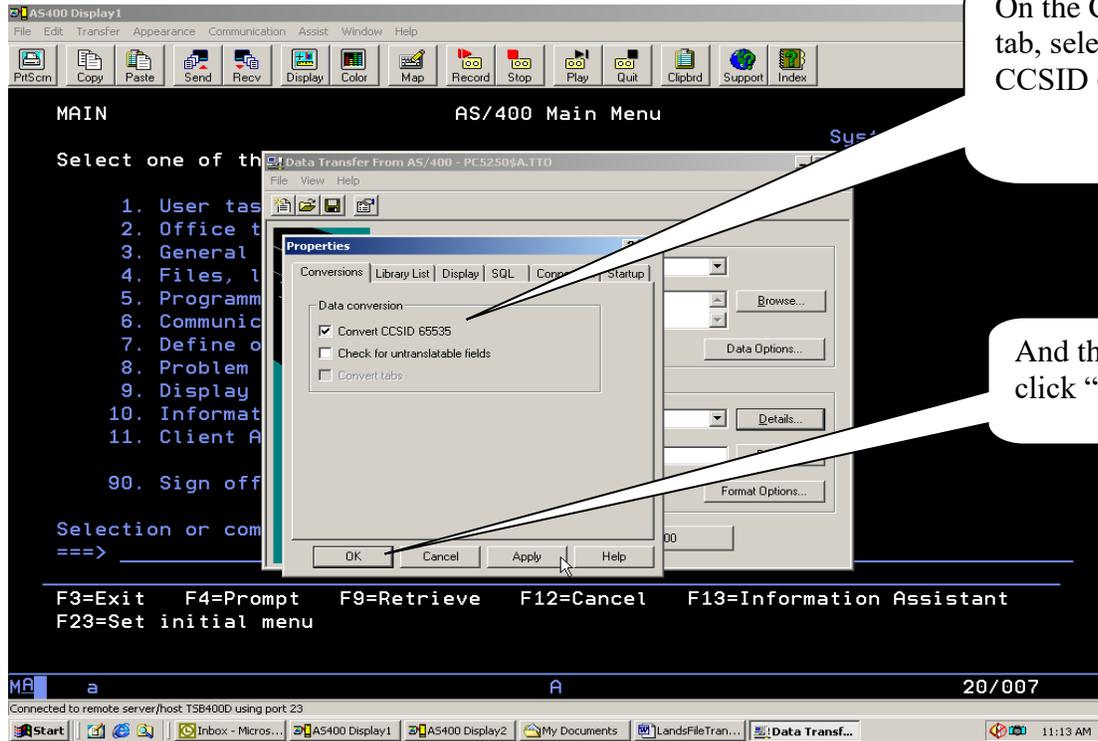


STEP #3

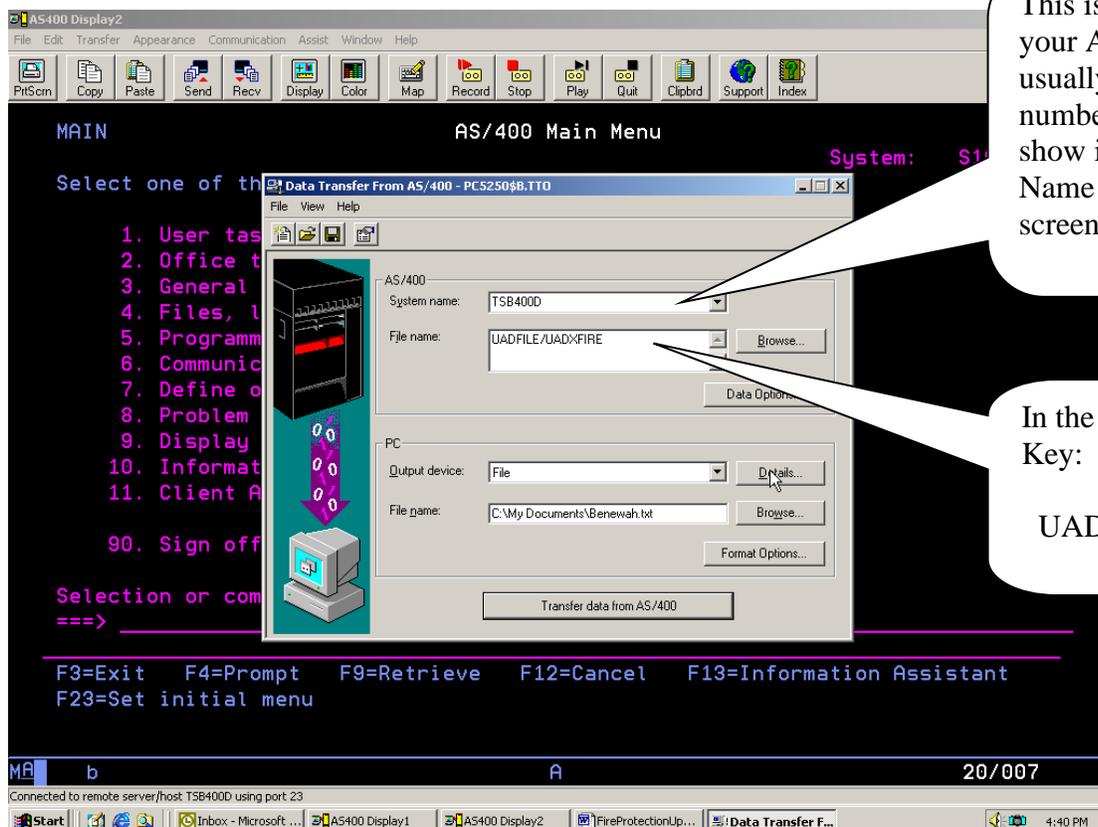


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STEP #4

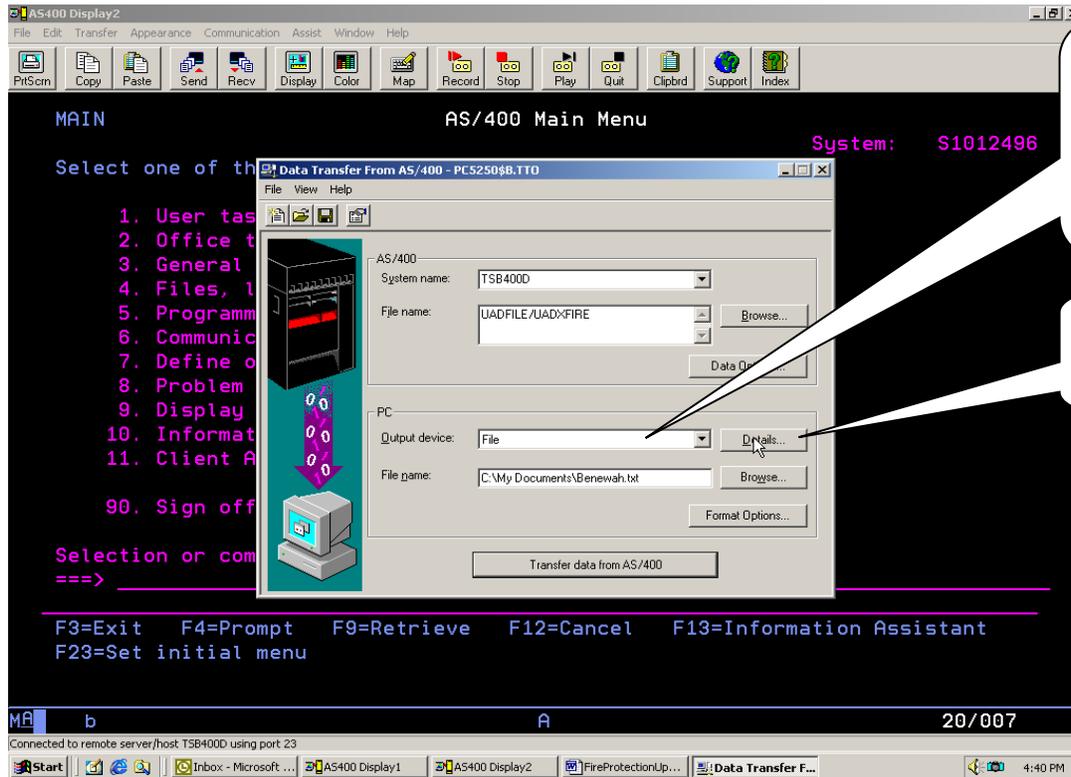


STEP #5

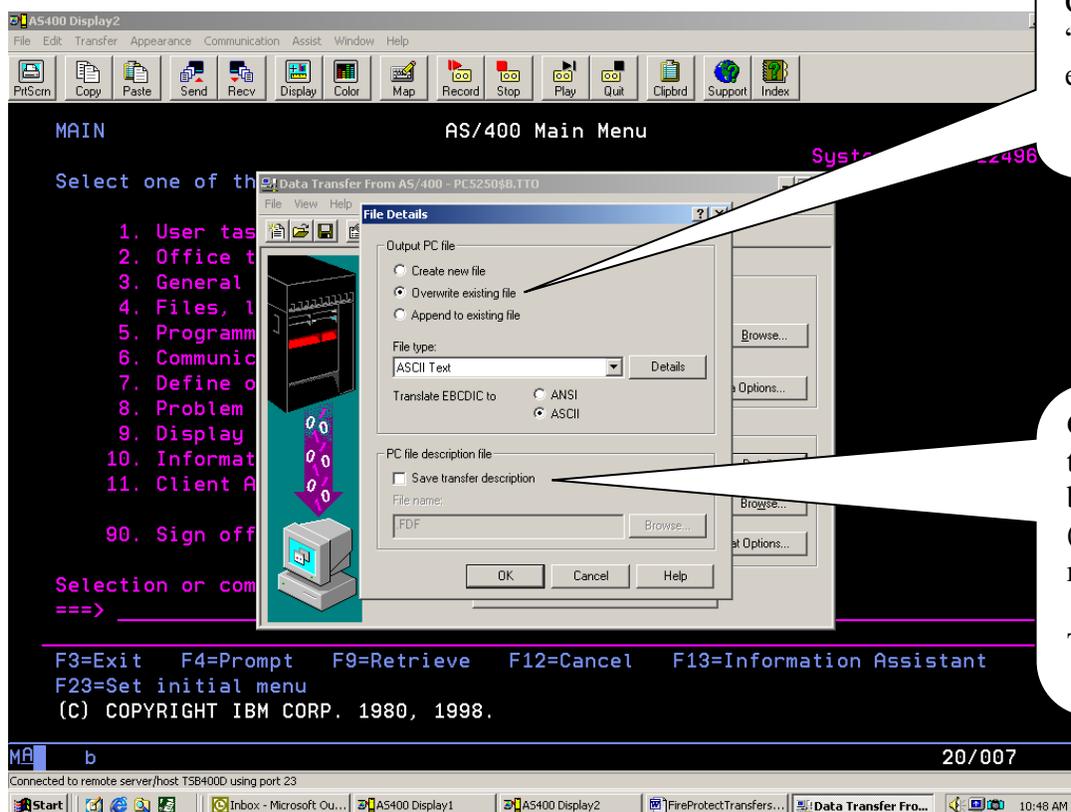


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STEP #6



STEP #7



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STEP #8

The screenshot shows the AS/400 Main Menu with a list of options. A dialog box titled "Data Transfer From AS/400 - PC5250\$B.TTO" is open, showing fields for System name (TSB4000), File name (UADFILE/UADXFIRE), and File name (C:\My Documents\BenewahACD.txt). A callout points to the "Transfer data from AS/400" button, and another callout points to the File name field.

MAIN S1012496

AS/400 Main Menu

Select one of the following:

1. User tasks
2. Office tasks
3. General system
4. Files, libraries
5. Programming
6. Communication
7. Define or change
8. Problem handling
9. Display a menu
10. Information
11. Client Access

90. Sign off

Selection or command
==>

F3=Exit F4=Prompt F9=Retrieve F12=Cancel F13=Information
F23=Set initial

Data Transfer From AS/400 - PC5250\$B.TTO

File View Help

AS/400

System name: TSB4000

File name: UADFILE/UADXFIRE

PC

Output device: File

File name: C:\My Documents\BenewahACD.txt

Transfer data from AS/400

Click on Transfer data from AS/400

Key in the path where you want the fire protection file to be stored on your PC.

Example:
C:\xxxxxxxxxACD.txt

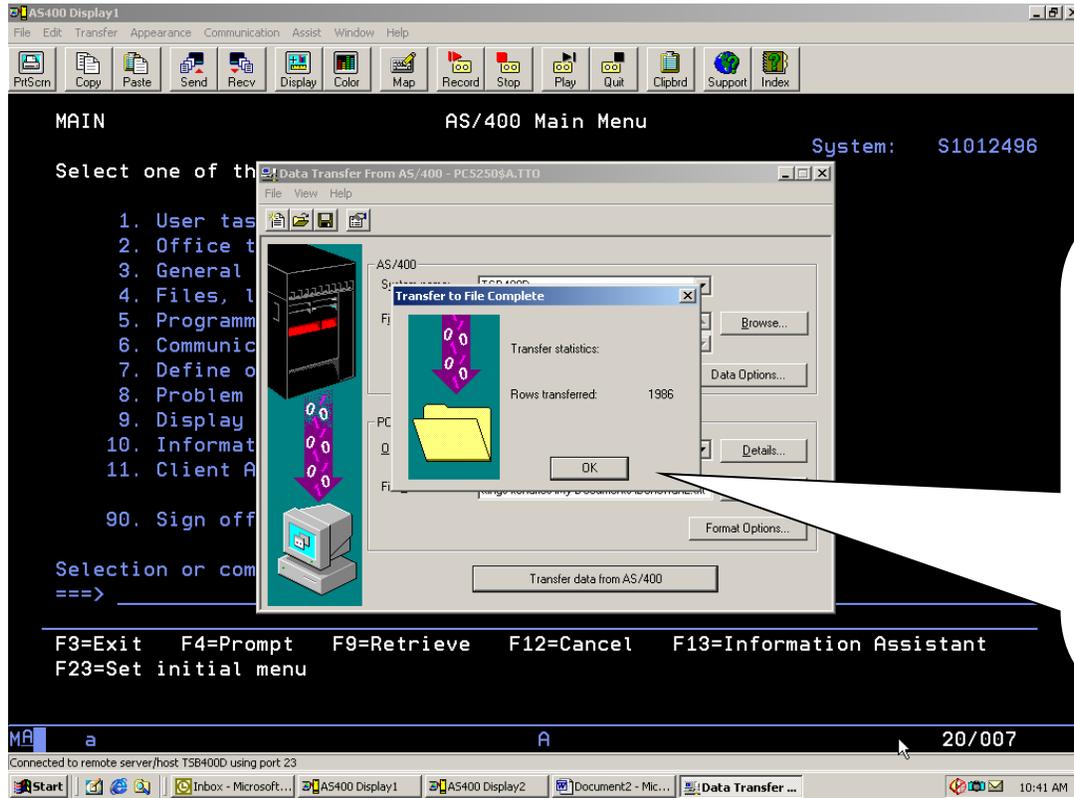
Replace "xxxxxxxxxx" with your County name.

The Browse button should be able to help you locate where on your PC to save this file.

FYI: we ask you to key in ACD as part of the path name. This stands for AddChangeDelete.

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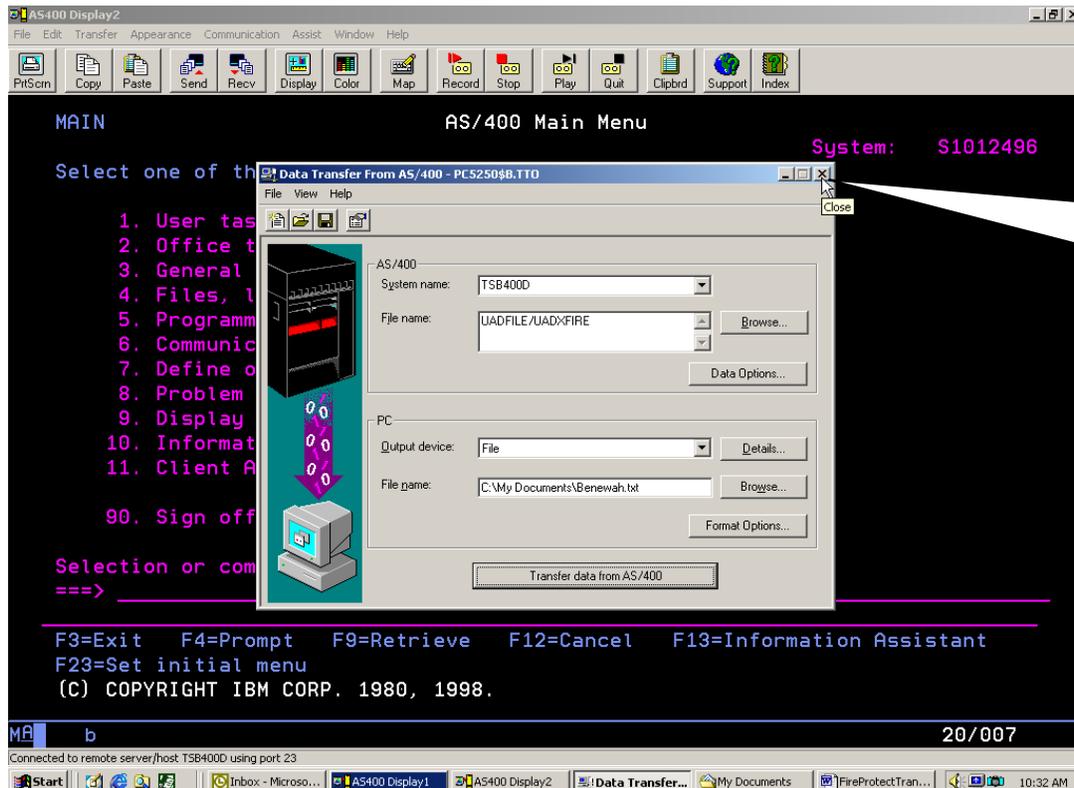
STEP #9



When the transfer is complete, this window will appear and tell you how many rows (or records) were transferred.

Click "OK". Your file transfer is complete.

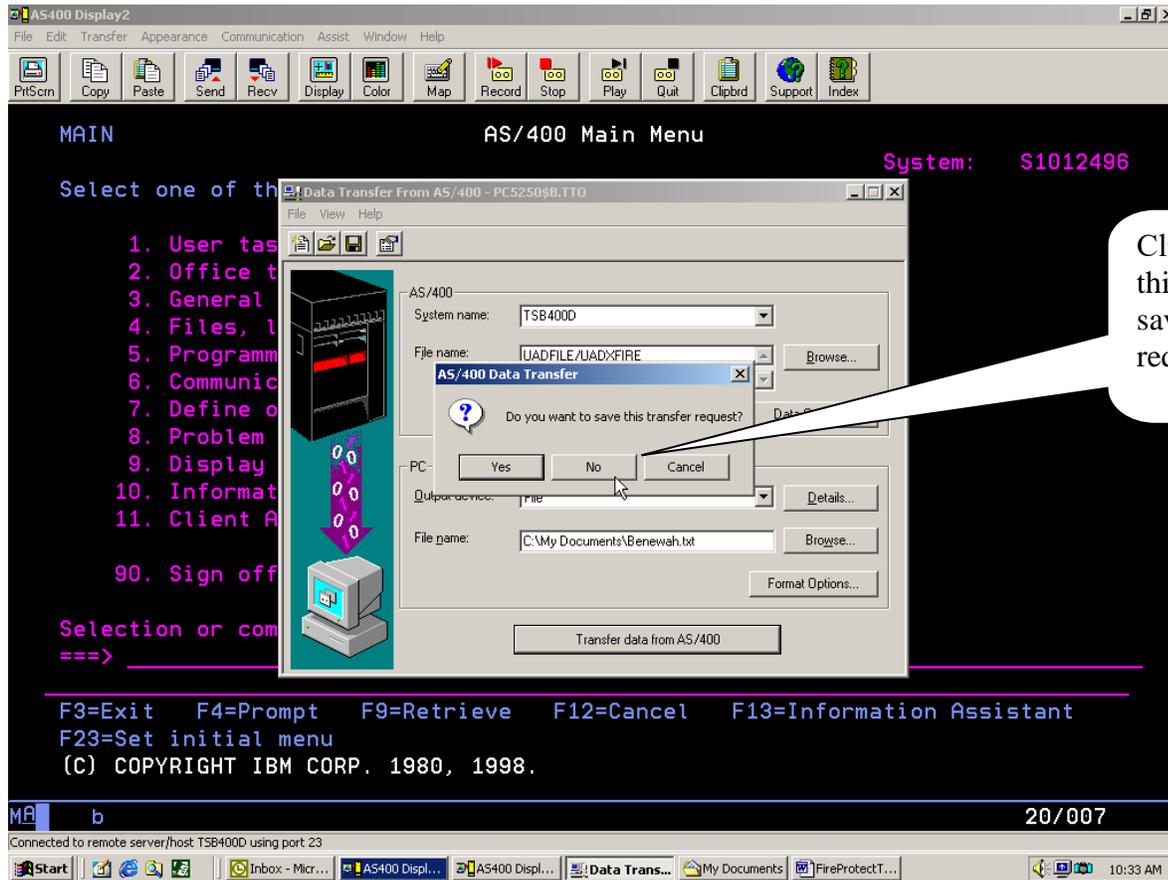
STEP #10



Click 'X' to close the screen

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STEP #11



After you have used this procedure to download the file to your PC, you will now be ready to send the file to the Department of Lands. To do this, follow the next steps.

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STEP 12:

Open up Internet Explorer or whichever Internet Browser you have and go to the Dept. of Lands Private Fire County Login website.

https://apps.idl.idaho.gov/PrivateFire_County/PF_Login.aspx

Enter your User Name and Password
NOTE: These are CASE Sensitive.

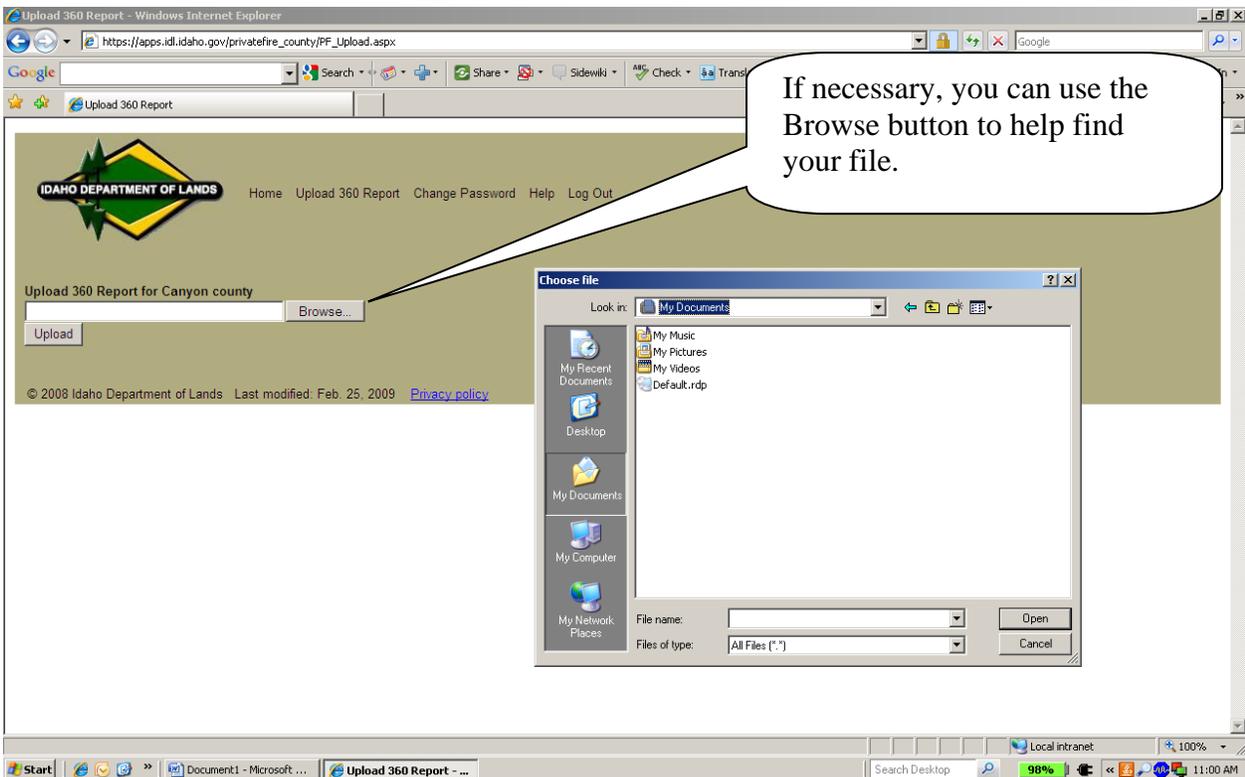
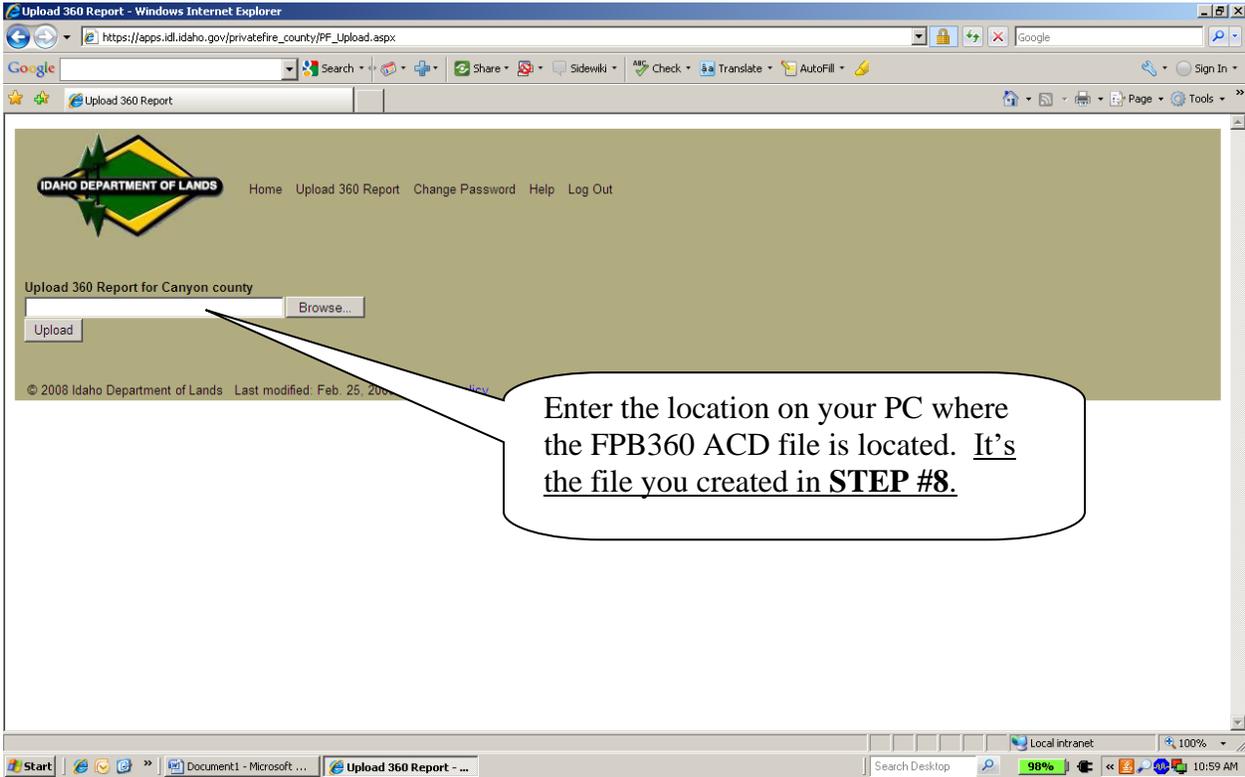
Then click on the Log In button.

STEP 13:

Once logged in, click on the “Upload 360 Report” option.

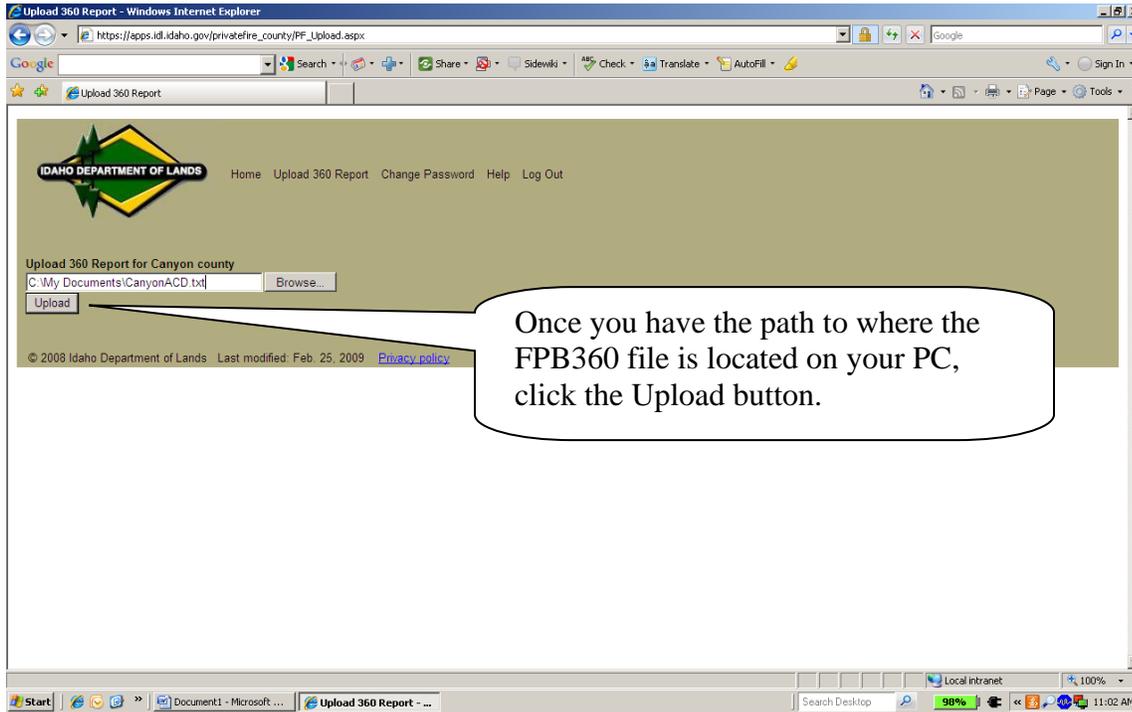
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STEP 14:

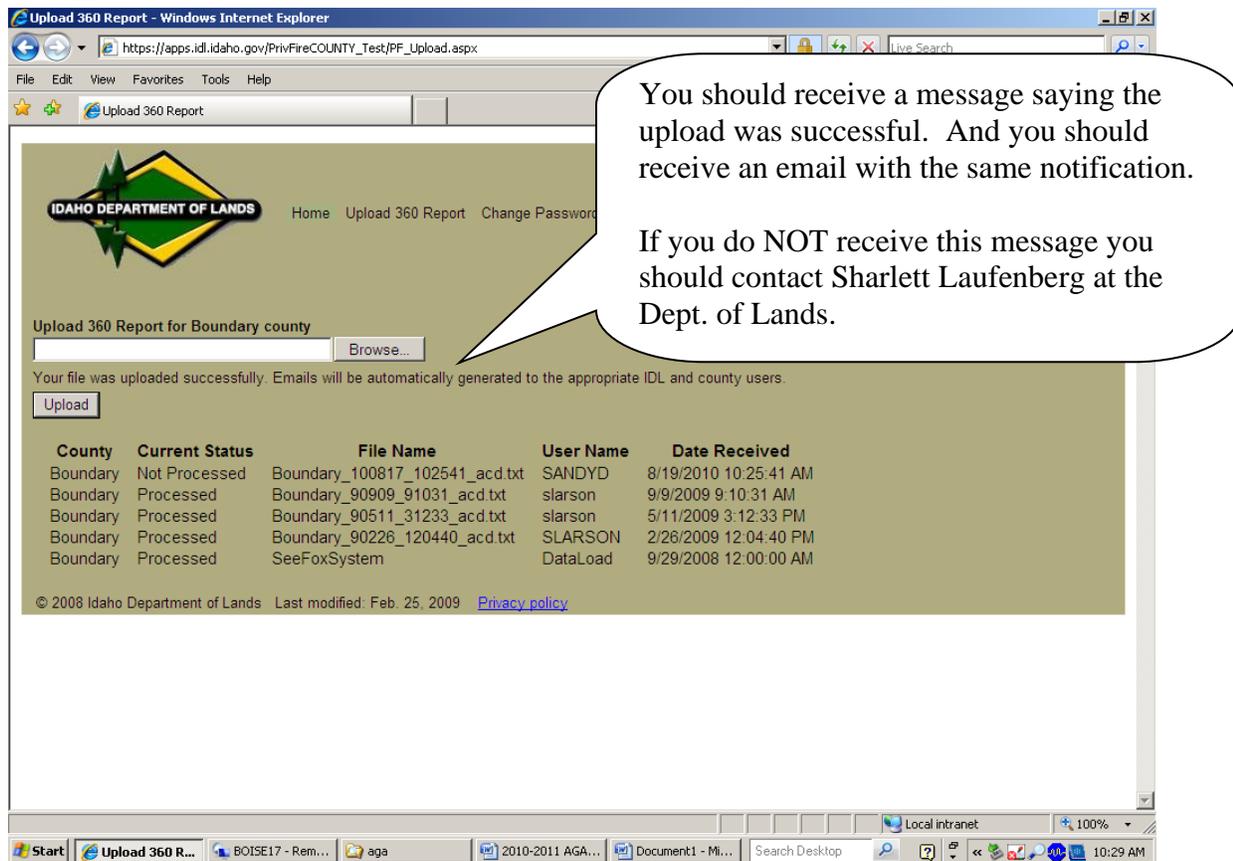


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STEP 15:



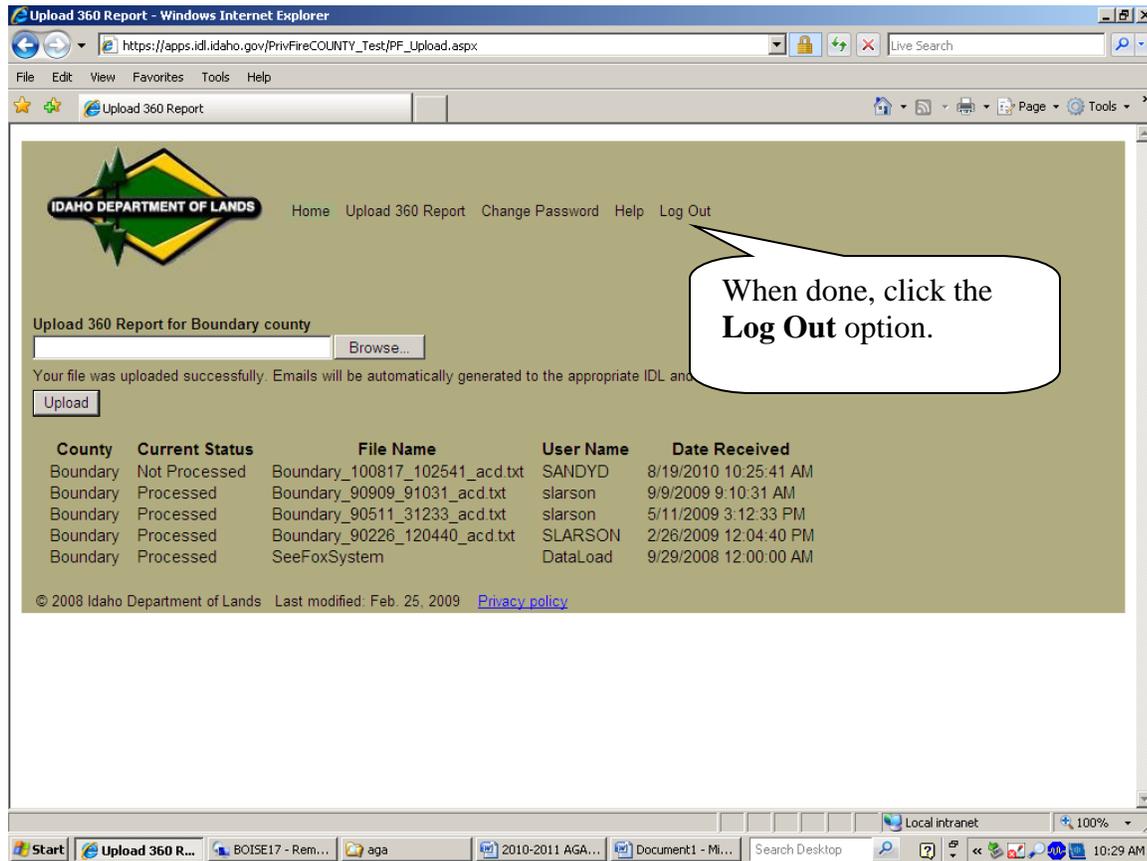
STEP 16:



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STEP 17:



Please send the FPB360 report to your LOCAL IDL office (as indicated in the letter from Dianne Lanuza). You can download this report from the AS400 to a PDF file on your PC and then email it to your Fire Warden. There are instructions on how to do this on the Tax Commission website. You can also call Technical Support for any help with this process.