Monmouth Training

Introduction

- Bill Raska

- Presentation as PDF

- www.msnj.us

- What's New

- www.msnj.us/monmouth

- Web System Help

www.msnj.us

www.msnj.us/monmouth
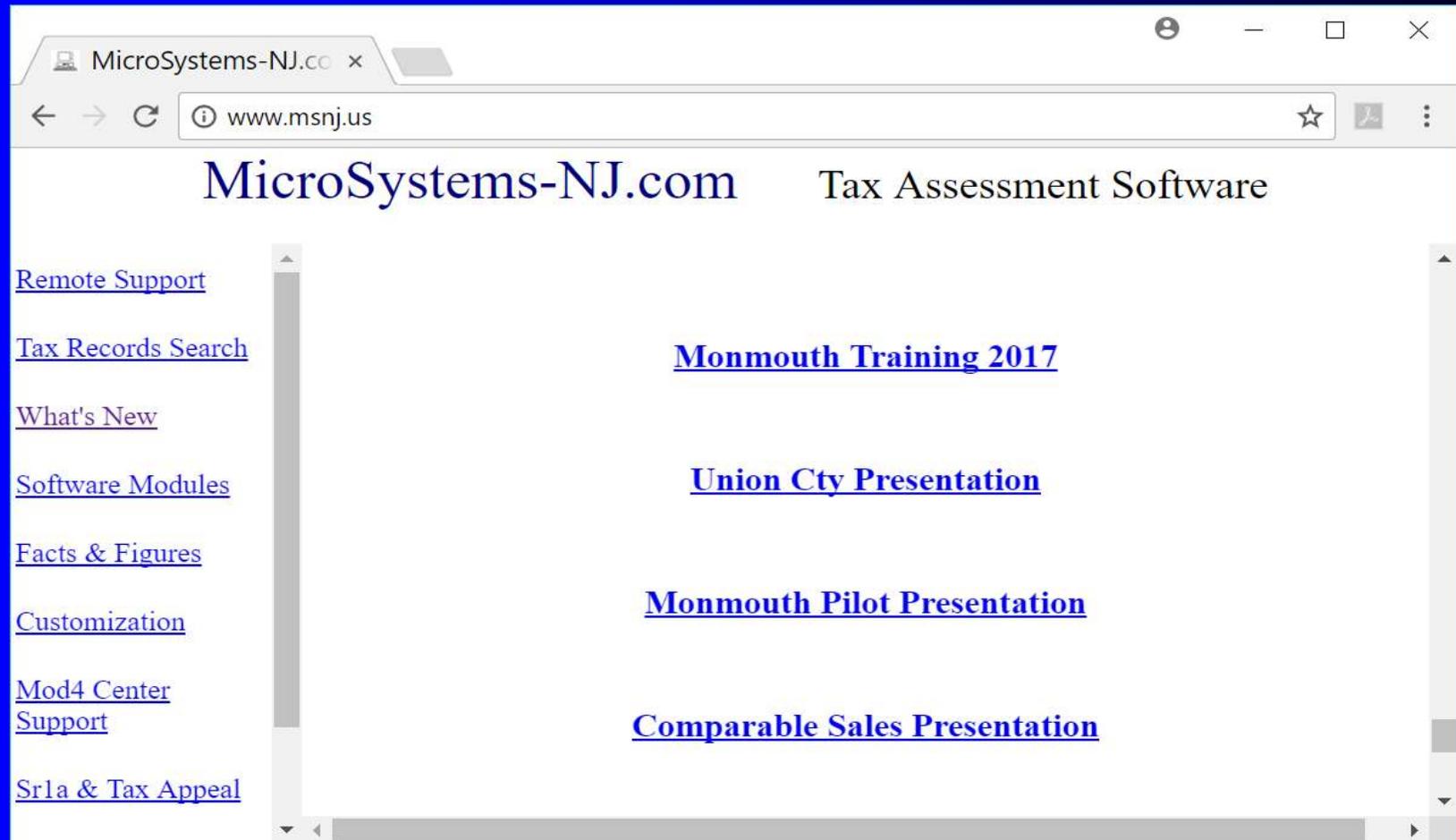
Monmouth County ×

www.msnj.us/monmouth/

Monmouth County Mod-IV

Mod-IV/CAMA Web System Login
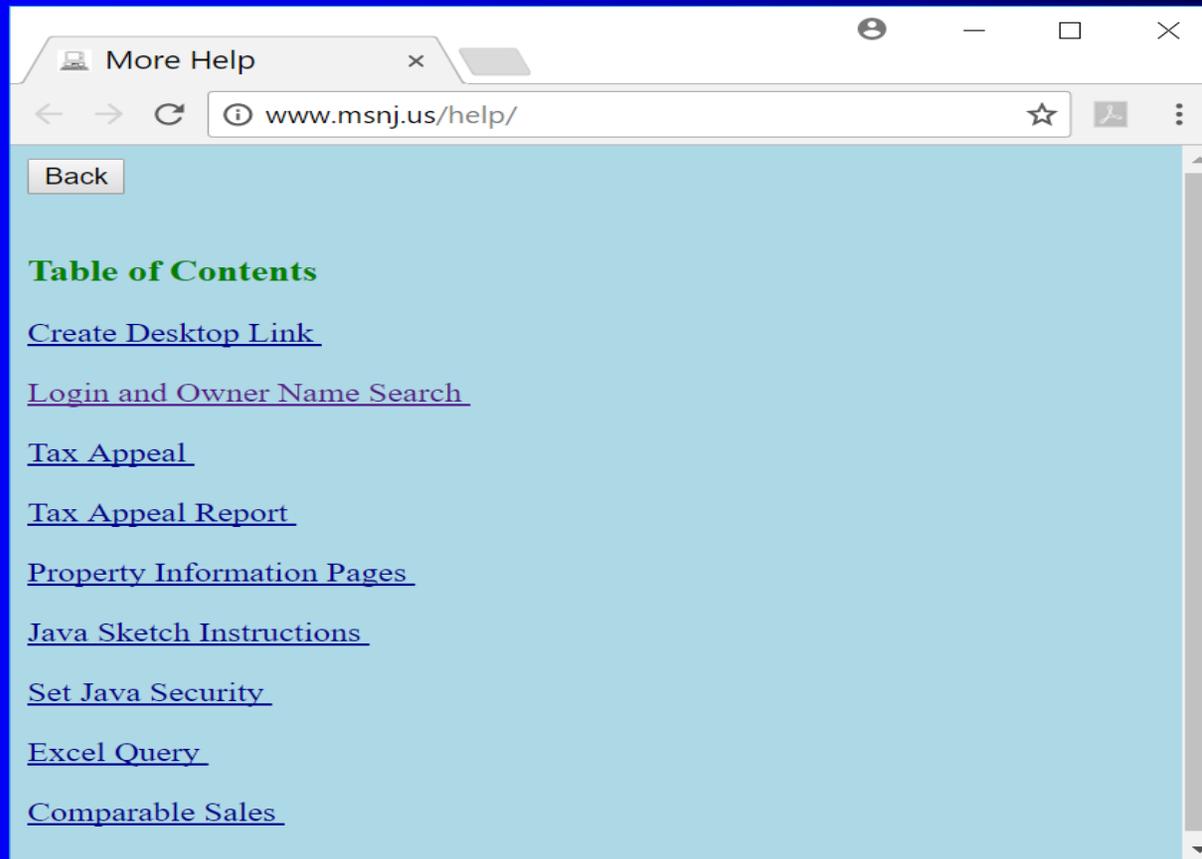Open Public Records Search System (OPRS)
Tax Records Search (njactb.org)

REPORTS
Outstanding Sr1a Report
Accepted Transaction Reports

Tax List
Extended Tax Duplicate
Added Assessment Proof and/or List
PD5 Forms
Tax List Proof
Post Card Proof/Report

DOCUMENTS
Web System Help
Legacy Mod-IV Basic Manual
Mod-IV Basics Training

Web System Help

www.msnj.us/monmouth

- Icons to Have on Desktop
- "Micro Systems Monmouth"
- "Micro Systems Web Login"
- CRT Town Icons
- We Can Add Links to "Micro Systems Monmouth" Web Page

www.msnj.us/monmouth

- Try www.msnj.us/monmouth on your Phone
- Email it to Yourself
- Share it with Tax Collector
- See Today's Presentation
- Go to Micro Systems Help Page

Windows Desktop

- www.msnj.us/help
- Desktop Zoom

Add Icon to Desktop

- www.msnj.us/help
- Desktop Links
- Folder Names
  - "Rarely Used"
  - "Personal"

Inspection Data

- RDS (RDS File)

- ASI (Reval File)

- PPA (Current File)

- Update into Current or Separate File ?

- Pull List

RDS Menu (24, 20, 7)

- 1 - Get AA Records
- 2 - Get Inspection (aka Reval) Records
- 3 - Compare
- 4 - Update
- 5 - Print List of Updated/Protected Fields

After "Get Records"

- Compare with Excel
- Side-by-Side Compare
- Update (See Protected Fields List)
- AA or Regular Change
- After Update Compare with 2017 File

Excel Compare

- Compare (24, 20, 7, 3)
- www.msnj.us/help
- "Excel Compare Residential"
- Alt + Tab
- Delete Everything in C:\Tmp
- Except Crt.Tmp
- Use Cut/Paste to Move Files to a Better Place

Side-by-Side Compare

- www.msnj.us/help
- Calculation Compare
- 14 Pages

After "Update Records"

- Date Updated is Changed

- Recalculate (24, 20, 9)

- Review Error Report

- Assessment Ratio CSV (24, 20, 10)
  - Sort by Column M – Improvement

- Audit CSV (32, 7, 5)
  - Sort by Column U - Diff-Impr

Review Using Screen 2

- Query Date Updated
- Change in Value Displays Next to PRC Value
- Use Web Button to Compare with 2017

Prepare Tax Lists

- AA Book (21, 32)

- Tax List (21, 30)

- Compare with Class Totals (32, 31, 1)

Password Change

- Utility Menu (25)