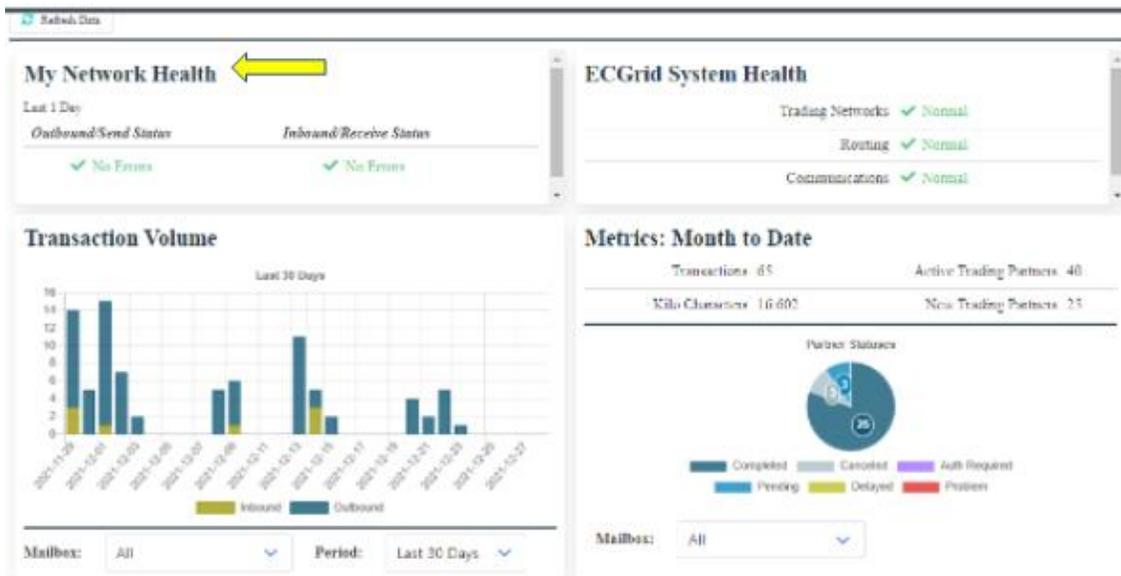


HOW TO FILTER FOR AND FIND TRANSACTIONS

The portal dashboard provides exception-based visibility right on the dashboard, in the “mailbox health” or the “network health” widgets, depending on your user role. If there are any errors, the status information will be updated to identify any exceptions which may require your attention for resolution. We will identify these issues as errors in the health widgets.



If you are looking for historical transactions, the transaction menu item provides rich initial searching capabilities for locating files/interchanges. In addition to using the dashboard for transaction information, you can also search by date range, EDI ID, data direction (inbound/outbound), Interchange Control Number, and more:

Transactions

List

Search to retrieve a transaction list

Direction:
 Inbound Outbound Both

Type:
 File or Mailbag No. Interchange

Status:
 Active Complete All

Interchange Control Number:

Start Date:

End Date:

31 Day Maximum
 Reduce the days for faster results.

Mailbox:

My ID:

Partner IDs:

Filters

Direction: The direction filter allows you to search for data flow inbound to your network, outbound to your network, or in both directions.

Type: You can choose to search by File or Mailbag number, or by Interchange (Envelope). If you change the default to File or Mailbag number, the Interchange Control Number field will change to Mailbag Control Number.

Status: Searching for Active data will show you files that have not yet been successfully completed, (ex: files you have not downloaded, files that have not been transmitted due to AS2 or VAN issues). Searching by Complete allows you to look for all successfully transmitted data and searching by Both will show you all data.

Interchange Control Number (Mailbag Control Number): The Interchange Control Number field will appear when you are filtering by Interchange. If you choose Mailbag under Type, this field will turn to Mailbag Control Number. Please note the min/max for this field is 9/9, so you must include leading zeroes.

Start/End Date: These fields will default to the last 24 hours, or you can choose a timeframe of up to 31 days. You are able to search back to the beginning of your network/mailbox, as all data is archived to the cloud and accessible to you for viewing.

Mailbox: As a NetworkAdmin or NetworkUser, you can search by all of your mailboxes at once or you can filter further by specific mailbox.

My ID: The My ID filter allows you to choose a specific ID to search on. If you filtered by a specific mailbox, it will show all IDs on that mailbox, otherwise it will show all IDs for a network.

Partner IDs: Paired with My ID, you can filter by a unique trading partner pair by choosing a trading partner from this drop-down list.

You can also filter your results even further by using the “Filter” field under Search Results, using our powerful Elastic Search feature. You can add as many filters as necessary, simply by adding a space between each filter item:

Search Results

Filter: 997 inbound 4000

<input type="checkbox"/>	Interchange ID	Date	Direction	To	From	Status	Metadata
<input type="checkbox"/>	556612671	2022-03-14 17:24:17	Inbound	Loren Data Corp. - ECGrid Testing (47) ECGrid AS2 Test (Prod) Account (121287) ZZ*ECGRIDTESTP	Loren Data Corp. - ECGrid Testing (47) ECGrid AS2 Test (Prod) Account (121287) ZZ*ECGRIDTESTP	Info: Interchange Complete: CLOSED (E4000)	Standard: X12 ICN: 000000001 Transactions: 997

Show 25 entries
 Showing 1 to 1 of 1 entries (filtered from 7 total entries)

Additional Search Results Functions

Export: All search returns and the meta data can be exported for analysis via CSV or XLS, using the Export button in the upper left-hand corner of the Search Results.

Resend Selected: You can choose files to resend by selecting the individual radio buttons next to the file you want to resend, or by choosing the “Select All” radio button in the top left of the search results, (please see small yellow arrow, above).

Transaction Results

Once you have filtered down to find the transaction you have searched for, you can click on the blue hot link under Interchange ID or Mailbag ID to drill down further into the file results.

You will be brought to a Details page. At the top of the page, you will see a Download button in the upper right corner. By clicking this button, you can download the raw EDI file directly to your desktop. Additionally, you will see a color-coded, real-time status of the file:

Interchange: 556612671

[List](#)
[Details](#)

●
 Info: Interchange Delimiters Truncated
 E2002

●
 Info: Interchange Complete: CLOSED
 E4000

Under the status, you will see a full page of file details, including From/To, the Process Date, Byte Size, EDI Standard, Document Type, and more.

Parcels

Under the file details, you will find Parcel information. Each Interchange within ECGrid is assigned two Parcel (mailbag) IDs, one inbound and one outbound. This section will provide you with file and status information on both associated parcels, as well as Metadata, which will include a VAN X12.56 mailbag number or AS2 Message ID, if applicable:

Parcel ID	Date	Direction	Network	Mailbox	Filename	Status	Metadata
1214163348	2022-03-14 17:24:17	OutBox	From: Loren Data Corp. - ECGrid Testing (47) To: ECGrid Router PDX 10 (10)	From: ECGRIDTESTP (63764822) To: (0)	ECGRIDTESTP.2022031405241659.test.997.x12	(M2400) ECGRID-IN: Parcel Completed	Mailbag No./AS2-MessageId:
1214163350	2022-03-14 17:24:17	InBox	From: ECGrid Router PDX 10 (10) To: Loren Data Corp. - ECGrid Testing (47)	From: (0) To: ECGRIDTESTP (63764822)	ECGRIDTESTP-ECGRIDTESTP-20220314-485ea996.edi	(M6000) NETWORK-OUT: Parcel Pending in In-Box	Mailbag No./AS2-MessageId:

Status Log

Under the Parcel information section, you can find the log information for every step the file took through the ECGrid network. All codes starting with an “M” is a mailbag (parcel) status and codes starting with “E” is an envelope (interchange) status.

Parcel ID	Interchange ID	Date	Type	Network	Code	Status
1214163348	0	2022-03-14 17:24:17	ECGridOS	(47) Loren Data Corp. - ECGrid Testing	M2000	NETWORK-IN: Parcel Ready for Grid Processing
1214163348	0	2022-03-14 17:24:17	ECGridOS	(61) Router OutProcess	M2002	ECGRID-IN: Parcel Added to Grid Archive
1214163348	556612671	2022-03-14 17:24:17	ECGridOS	(61) Router OutProcess	E2000	Info: Interchange Ready for Mailbag
1214163350	556612671	2022-03-14 17:24:17	ECGridOS	(61) Router OutProcess	E2002	Info: Interchange Delimiters Translated
1214163350	0	2022-03-14 17:24:17	ECGridOS	(61) Router OutProcess	M3006	ECGRID-OUT: Parcel Closed
1214163350	556612671	2022-03-14 17:24:18	ECGridOS	(61) Router OutProcess	E2500	Info: Interchange Ready for Transfer to Node
1214163350	0	2022-03-14 17:24:18	ECGridOS	(61) Router OutProcess	M4000	ECGRID-OUT: Parcel Ready for Transfer to Network
1214163348	0	2022-03-14 17:24:18	ECGridOS	(61) Router OutProcess	M2400	ECGRID-IN: Parcel Completed
1214163350	556612671	2022-03-14 17:24:20	ECGridOS	(8) Router InProcess	E3000	Info: Interchange Pending Transfer to External Network/Mailbox
1214163350	0	2022-03-14 17:24:20	ECGridOS	(8) Router InProcess	M6000	NETWORK-OUT: Parcel Pending in In-Box
0	556612671	2022-03-14 17:24:55	Manual	(99999) -=manual override=-	E4000	Info: Interchange Complete: CLOSED

