ABIDES 201 User’s Guide

(Automated Budget Interactive Data Environment System)
Using ABIDES for Budget Analysis

“Know the enemy and know yourself; in a hundred battles you will never be in peril. When you are ignorant of the enemy but know yourself, your chances of winning or losing are equal. If ignorant both of your enemy and of yourself, you are certain in every battle to be in peril.” — General Sun Tzu

“Every day there are staff actions and decisions that affect the lives and fortunes of each of us. Some of these decisions involve sums of money and other resources that are almost beyond comprehension… Mechanization enables easy accumulation of large quantities of data. We have to guard constantly against drowning in a sea of data while gasping for information necessary for critical decision-making.” — General John C. Meyer

While General Sun Tzu could not have anticipated today’s technologically complex weapons systems, he would have appreciated the importance of making informed decisions particularly in the area of resource allocation. Many years later, General Meyer articulated the vital role played by the Air Staff and the importance of bringing good information to bear on the decision-making process.

The Air Force’s Automated Budget Interactive Data Environment System (ABIDES), in use since the 1980’s, contains authoritative Air Force Budget data as far back as Fiscal Year 1962. Together with its menu-driven processes and utilities to access and analyze this data, ABIDES provides Air Staff officers the means to ensure budget data accuracy, to determine resource trends, and to convey to senior leaders the consequences of proposed resource allocation choices.

The purpose of this guide is not only to provide step-by-step instructions in some of the advanced capabilities of ABIDES, but it is also to teach the “so what?” as to why and how these tools are helpful to you.

One of the first rules everyone learns about ABIDES is “if it ain’t in ABIDES, it ain’t.” This expresses in rather colorful terms that ABIDES is the repository for the authoritative Air Force TOA, manpower, and forces data. Consequently, the responsibility of PEMs and action officers is to ensure data related to their programs and program elements of special interest is accurate. Failure to do so allows errors to enter the database that, if not corrected immediately, will take years to correct and potentially cause serious operational consequences to Airmen.

Furthermore, once the data is determined to be correct, the PEM/Air Staff Officer has the responsibility to convey the long and short-term consequences of resource allocation decisions under consideration. As the program or program element advocate, the PEM must be prepared to illustrate in non-emotional, fact-based terms

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what resources his program needs and whether the proposed resources meet those needs.

Among the many ways to go about determining if the data in ABIDES is correct and the resources represented meet the needs of the Air Force, two techniques stand out: validation/verification and trend analysis.

Validation/Verification: Validation is sometimes defined as ensuring that “the right thing is built,” while verification ensures that “the thing is built.” Similarly, in reviewing ABIDES data it is essential that the numbers are correct, add up, and represent the decisions of the Chief of Staff or the directives of OSD as published in Program Budget Decisions or Program Decision Memoranda.

Trend Analysis: “What’s past is prologue.” A very useful method of determining whether data conforms to an expectation is to plot the data to observe whether the data indicates an increase or a decrease. In addition, it is important to evaluate whether the resource allocation reflected by the data disguises potential problems associated with inflation or cost growth of commodities.

Special Interest Information and Instructions

The icon to the left is used throughout this guide to designate special interest information and instructions.
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Chapter 1: Compare Breaks

OBJECTIVE: Understand when and how to use a compare break report.

A. Becoming familiar with the compare break function
B. Compare break rules
C. Running a compare break
D. Summary
E. Practice exercises
F. Practice exercises answers

Purpose

Compare breaks are used when you would like to add or subtract two database files or two exercises. There are several times you may want to use the compare break report:

- To determine how Congressional markups affected program elements (PE) and programs of interest (in effect, to compare what the Air Force (AF) asked for, the previous President’s Budget (PB), with what the AF got, current PB).
- To compare a PB submit position (his-pb) with a subsequent database file in order to view the difference between the submitted request and the actual appropriation or execution amounts.
- To see gains and losses to your PE/program between different rounds and/or exercises.

A. Becoming familiar with the compare break function

The compare break function compares two positions by subtracting one from the other or adding the two together to derive a third position. Compare breaks may be used to compare different exercises or to compare different positions within an exercise.

There are three positions in each exercise. In the current exercise, the three positions are:

1. ffp_baseline: the start position
2. ffp_change: the deltas (changes) that will be applied against the start position
3. ffp_updated_base: the final position (baseline position + change position)
As an example of an historical exercise, the three positions for round 2 of the FY06 PBR exercise are:

1. 2006-32-bf_baseline: the start position
2. 2006-32-bf_change: the deltas (changes) that will be applied against the start position as a result of Air Force Corporate Structure program and budget deliberations
3. 2006-32-bf_upbase: the final position (baseline position + change position)

Remember, the naming convention for historical files is to take on the year, the type, and the round of the exercise. Data content does not change when the current file is converted to an historical file.

What do compare breaks do?

Compare breaks add or subtract database files in ABIDES. Using compare breaks is more efficient than downloading each database, importing it into MS Excel, and then doing the math. Compare breaks not only show the delta (subtraction option) or cumulative total (addition option), but also show the data from the two source database files.

Example – Subtracting two files and the resulting delta

<table>
<thead>
<tr>
<th></th>
<th>FY10</th>
<th>FY11</th>
<th>FY12</th>
<th>FY13</th>
<th>FY14</th>
<th>FY15</th>
</tr>
</thead>
<tbody>
<tr>
<td>10 AIRCRAFT PROCUREMENT - AF</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>UPDATED_BASE</td>
<td>1290</td>
<td>1935</td>
<td>2580</td>
<td>3225</td>
<td>3870</td>
<td>4515</td>
</tr>
<tr>
<td>BASELINE</td>
<td>1114</td>
<td>1671</td>
<td>2228</td>
<td>2785</td>
<td>3342</td>
<td>3899</td>
</tr>
<tr>
<td>DELTA</td>
<td>176</td>
<td>264</td>
<td>352</td>
<td>440</td>
<td>528</td>
<td>616</td>
</tr>
</tbody>
</table>

Example – Adding two files (baseline + change) and the resulting total

<table>
<thead>
<tr>
<th></th>
<th>FY10</th>
<th>FY11</th>
<th>FY12</th>
<th>FY13</th>
<th>FY14</th>
<th>FY15</th>
</tr>
</thead>
<tbody>
<tr>
<td>10 AIRCRAFT PROCUREMENT - AF</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>BASELINE</td>
<td>1114</td>
<td>1671</td>
<td>2228</td>
<td>2785</td>
<td>3342</td>
<td>3899</td>
</tr>
<tr>
<td>CHANGES</td>
<td>176</td>
<td>264</td>
<td>352</td>
<td>440</td>
<td>528</td>
<td>616</td>
</tr>
<tr>
<td>UPDATED_BASE</td>
<td>1290</td>
<td>1935</td>
<td>2580</td>
<td>3225</td>
<td>3870</td>
<td>4515</td>
</tr>
</tbody>
</table>
Compare break reports can be used with multiple levels of breaks as shown in Figure 1-1 below.

<table>
<thead>
<tr>
<th>PE 91212F SERVICE-WIDE SUPPORT</th>
<th>FY10</th>
<th>FY11</th>
<th>FY12</th>
<th>FY13</th>
<th>FY14</th>
<th>FY15</th>
</tr>
</thead>
<tbody>
<tr>
<td>30 OPERATIONS AND MAINTENANCE - AF</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>06PB_BASELINE</td>
<td>51234</td>
<td>52771</td>
<td>54354</td>
<td>55985</td>
<td>57664</td>
<td>59394</td>
</tr>
<tr>
<td>06PBR2_UPBASE</td>
<td>51109</td>
<td>52750</td>
<td>54442</td>
<td>56254</td>
<td>58034</td>
<td>60082</td>
</tr>
<tr>
<td>DELTA</td>
<td>125</td>
<td>21</td>
<td>-88</td>
<td>-269</td>
<td>-370</td>
<td>-688</td>
</tr>
<tr>
<td>32 MILITARY PERSONNEL - AF</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>06PB_BASELINE</td>
<td>46908</td>
<td>48315</td>
<td>49764</td>
<td>51257</td>
<td>52795</td>
<td>54379</td>
</tr>
<tr>
<td>06PBR2_UPBASE</td>
<td>47023</td>
<td>48668</td>
<td>49372</td>
<td>51135</td>
<td>52959</td>
<td>54848</td>
</tr>
<tr>
<td>DELTA</td>
<td>-115</td>
<td>-353</td>
<td>392</td>
<td>122</td>
<td>-164</td>
<td>-469</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>TOTAL PE 91212F SERVICE-WIDE SUPPORT</th>
</tr>
</thead>
<tbody>
<tr>
<td>06PB_BASELINE</td>
</tr>
<tr>
<td>06PBR2_UPBASE</td>
</tr>
<tr>
<td>DELTA</td>
</tr>
</tbody>
</table>

Figure 1-1 = Compare Break Formula, Subtracting Two Files Using a PE and Appropriation Break

In this instance, ABIDES displays the PE name and number followed by the 06PB_BASELINE and 06PBR2_UPBASE data for each associated appropriation and the resulting difference (DELTA) between the two exercises. By selecting the most current data (06PB_BASELINE) for the first file and the earlier file (06PBR2_UPBASE) for the second file, DELTA increases appear as positive numbers and decreases appear as negative numbers.
B. Compare break rules

Figure 1-2 shows the compare break function using the subtraction option. When using the subtraction option, always use the most current exercise file as the first file and the older file as the second file. The reason for this is that a positive number represents a gain in the most current exercise file and a negative number represents a loss in the current exercise file.

| Compare Break Formula  
<table>
<thead>
<tr>
<th>(option = sub)</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Displays 1st file and 2nd file and the difference based on formula below</td>
</tr>
<tr>
<td>1st File e.g. ffp_updated_base</td>
</tr>
<tr>
<td>- 2nd File e.g. ffp_baseline</td>
</tr>
<tr>
<td>Delta positive values = gains</td>
</tr>
<tr>
<td>negative values = cuts/losses</td>
</tr>
</tbody>
</table>

Note: 1st file should always be the most current so the decreases appear as negative numbers and increases appear as positive numbers

Figure 1-2 = Compare Break Formula, Subtraction

Figure 1-3 shows the compare break function using the addition option. When using the addition option, the order of the files does not matter.

| Compare Break Formula  
<table>
<thead>
<tr>
<th>(option = add)</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Displays 1st file and 2nd file and the sum based on formula below</td>
</tr>
<tr>
<td>1st File e.g. ffp_baseline</td>
</tr>
<tr>
<td>+ 2nd File e.g. ffp_change</td>
</tr>
<tr>
<td>Result ffp_baseline + ffp_change</td>
</tr>
</tbody>
</table>

Figure 1-3 = Compare Break Formula, Addition
C. Running a compare break

Step 1. Login to ABIDES.

Step 2. The following menu appears (Figure 1-4).

![ABIDES Main Menu](image)

Figure 1-4 = ABIDES Main Menu

Step 3. Choose **F&FP System** menu option (Figure 1-4).

Depending on your login permissions, your menu numbers may be different than some examples in this manual, so pay close attention to the menu choices.
Step 4. The following menu appears (Figure 1-5).

![F&FP System (Menu)](image)

Step 5. Choose *run reports/create/maintain* option (Figure 1-5).

Step 6. The following menu appears (Figure 1-6).

![RUN REPORTS/ CREATE/ MAINTAIN](image)

Step 7. Choose *run reports* (Figure 1-6).
Step 8. ABIDES prompts “WHICH REPORT DO YOU WANT?” Type in “m” for menu and press enter. The following screen appears (Figure 1-7).

![WHICH REPORT DO YOU WANT Menu](image)

Figure 1-7 = Which Report Do You Want Menu

Step 9. Choose `cmpbrk {cb}` option (Figure 1-7).
From this point forward, some ABIDES prompts for the `cmpbrk {cb}` report will have different menu response options than the `rptbrk {rb}` report format normally used. There will also be some new questions to answer. Figure 1-8 summarizes the changes. Questions with different menu response options are shown in blue italicized font and new questions specific for compare break reports are shown in bold, red font.

**Figure 1-8 = Compare Break Prompts**
Step 10. ABIDES prompts “WHAT TYPE OF REPORT DO YOU WANT?” Type in “m” for menu and press enter. The following screen appears (Figure 1-9).

![Figure 1-9 = What Type of Report Do You Want Menu](image)

```
WHAT TYPE OF REPORT DO YOU WANT

1 = logout
2 = previous menu
3 = terminal {t}
4 = print {p}
5 = report file {f}

PLEASE SELECT THE DESIRED OPTION
? 3
```

Step 11. Choose an option. For instructional purpose, choose the **terminal** option (Figure 1-9).

Microfile is not an option when using the compare break function.
Step 12. ABIDES prompts “WHICH OPTIONS WOULD YOU LIKE TO SPECIFY?”
Type in “m” for menu and press enter. The following screen appears (Figure 1-10).

```
Which Options Would You Like to Specify

1 = logout
2 = previous menu
3 = none ($n)
4 = package input ($p)
5 = add two files ($add)
6 = subtract two files ($sub)
7 = reverse difference order ($do)
8 = separate breaks ($sb)
9 = unclassified headers ($uh)
10 = select fy span ($fys)
11 = page headers ($ph)
12 = column headers ($ch)
13 = page break ($pb)
14 = report narrative ($rn)
15 = data precision ($dp)
16 = suppress data ($sd)
17 = report titles ($rt)
18 = value suppress ($vs)
19 = negative data only ($nd)
20 = detail totals ($dt)
21 = column formula input ($cf)
22 = formula input ($fi)
23 = no pagination ($np)
24 = suppress break totals ($br)
25 = suppress default details ($dct)
26 = detail tot select suppress ($dts)
27 = detail tot suppress totals ($dst)
28 = proc annex above the line ($pal)
29 = left justify details ($ljd)
30 = no top underline ($nu)
31 = suppress data name ($dn)
32 = percentage formulas ($pf)
33 = suppress lines - threshold ($slh)$
34 = suppress lines - percent ($slp)
35 = print percent deviation ($pd)
36 = Summarized obtrack report ($so)
37 = suppress data element ($sde)
38 = keep zero records ($kz)

PLEASE SELECT THE DESIRED OPTION(S) [use commas to separate]

6,10,23,25
```

Figure 1-10 = Which Options Would You Like to Specify Menu

Step 13. Choose option(s). For instructional purpose, choose **subtract two files** {sub}, **select fiscal year span** {sfys}, and **suppress default details** {sdd} options (Figure 1-10).

When using the compare break function, the choice must be made to either add two files or subtract two files. Recommendation: Always use the “sfys” and “sdd” options. “Sfys” lets you designate the number of years of data to view and the “sdd” function compresses three lines of hard-to-read text into one line of easy-to-read text.
Step 14. ABIDES prompts “WHICH TYPE(S) OF DATA FOR THE FIRST FILE?” Type in “m” for menu and press enter. The following screen appears (Figure 1-11).

<p>| | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>logout</td>
<td>20</td>
</tr>
<tr>
<td>2</td>
<td>previous menu</td>
<td>21</td>
</tr>
<tr>
<td><strong>1</strong></td>
<td><strong>current</strong></td>
<td>22</td>
</tr>
<tr>
<td>3</td>
<td>annex</td>
<td>23</td>
</tr>
<tr>
<td>4</td>
<td>admin</td>
<td>24</td>
</tr>
<tr>
<td>5</td>
<td>contot</td>
<td>25</td>
</tr>
<tr>
<td>6</td>
<td>contot.de</td>
<td>26</td>
</tr>
<tr>
<td>7</td>
<td>d22</td>
<td>27</td>
</tr>
<tr>
<td>8</td>
<td>d22.de</td>
<td>28</td>
</tr>
<tr>
<td>9</td>
<td>factors</td>
<td>29</td>
</tr>
<tr>
<td>10</td>
<td>fly</td>
<td>30</td>
</tr>
<tr>
<td>11</td>
<td>fly.de</td>
<td>31</td>
</tr>
<tr>
<td>12</td>
<td>flyhrs</td>
<td>32</td>
</tr>
<tr>
<td>13</td>
<td>flyhrs.de</td>
<td>33</td>
</tr>
<tr>
<td>14</td>
<td>fmbcost</td>
<td>34</td>
</tr>
<tr>
<td>15</td>
<td>fmbcost.de</td>
<td>35</td>
</tr>
<tr>
<td>16</td>
<td>fmbo</td>
<td>36</td>
</tr>
<tr>
<td>17</td>
<td>fmbo.de</td>
<td>37</td>
</tr>
<tr>
<td>18</td>
<td>gwot</td>
<td>38</td>
</tr>
</tbody>
</table>

Type “more” or “m” to see more of the menu
PLEASE SELECT THE DESIRED OPTION(S) [use commas to separate]

Figure 1-11 = Which Type(s) of Data for 1st File Menu

Step 15. Choose an exercise folder for the first file. For instructional purposes, choose **current** (Figure 1-11).

When conducting a subtraction compare break, always ensure the 1st exercise and file are more current than the 2nd exercise and file. Reason: Gains appear as positive changes and losses appear as negative changes.
Step 16. ABIDES prompts “WHICH INPUT FILE(S) FOR TYPE <exercise folder>?” Type in “m” for menu and press enter. The following screen appears (Figure 1-12).

![Figure 1-12 = Which Input File(s) for Type <Exercise Folder> Menu](image)

Step 17. Choose the 1st file to be compared. For instructional purposes, choose **ffp_updated_base** (Figure 1-12).

Step 18. ABIDES prompts “WHICH TYPE(S) OF DATA FOR THE SECOND FILE?” Type in “m” for menu and press enter. The following screen appears (Figure 1-13).

![Figure 1-13 = Which Type(s) of Data for 2nd File Menu](image)
Step 19. Choose an exercise folder for the second file. For instructional purposes, choose **current** (Figure 1-13).

It is ok to compare different files within the same exercise.

Step 20. ABIDES prompts “WHICH INPUT FILE(S) FOR TYPE <exercise folder>?” Type in “m” for menu and press enter. The following screen appears (Figure 1-14).

```
WHICH INPUT FILE(S) FOR TYPE <exercise folder>

“current”

1 = Logout          20 = almahone_10          39 = amcdowel_3
2 = Previous Menu   21 = almahone_11          40 = amcdowel_4
3 = 012E_Base       22 = almahone_12          41 = amcdowel_5

Type “more” (or “m”) to see more of the menu
PLEASE SELECT THE DESIRED OPTION(S) [use commas to separate]
? m

117 = ffp_baseline 136 = jjohnsto_9          155 = jmrechte_25
118 = ffp_change    137 = ju_8               156 = jmrechte_3
119 = ffp_change_save 138 = jmrechte_1    157 = jmrechte_4
120 = ffp_daily     139 = jmrechte_10       158 = jmrechte_5
121 = ffp_daily_save 140 = jmrechte_11    159 = jmrechte_6
122 = ffp_updated_base 141 = jmrechte_12  160 = jmrechte_7

Type “more” or “m” to see more of the menu
PLEASE SELECT THE DESIRED OPTION(S) [use commas to separate]
? 117
```

Figure 1-14 = Which Input File(s) for Type <Exercise Folder> Menu

Step 21. Choose the 2nd file to be compared. For instructional purposes, choose **ffp_baseline** (Figure 1-14).
Step 22. ABIDES prompts “WHAT APPROPRIATIONS ARE YOU INTERESTED IN?” Type in “m” for menu and press enter. To get the third page of the appropriation menu to appear, type in “m” two more times along with pressing the enter key twice. The following screen appears (Figure 1-15).

![WHAT APPROPRIATIONS ARE YOU INTERESTED IN](image)

Type "more" or "m" to see more of the menu

PLEASE SELECT THE DESIRED OPTION(S) [use commas to separate]

? m

122 = all mpwr data {all_mpwr}{05-07}
123 = procurement {proc}{02-19}
124 = proc cost {proc_cost}{10-19}
125 = toa data {toa}{02-61}
126 = all cost data {all_cost}
127 = all data {all}{01-22}

PLEASE SELECT THE DESIRED OPTION(S) [use commas to separate]

? toa

Figure 1-15 = What Appropriations Are You Interested In Menu

Step 23. Choose an appropriation. For instructional purposes, choose **toa data {toa}** (Figure 1-15).
Step 24. ABIDES prompts “DO YOU WANT TO ‘KEEP’ OR ‘DELETE’ ANY ITEMS?”

The following screen appears (Figure 1-16).

![DO YOU WANT TO 'KEEP' OR 'DELETE' ANY ITEMS](image)

Step 25. For instructional purposes, enter n (Figure 1-16).

Step 26. ABIDES prompts “WHAT DATA ELEMENTS WOULD YOU LIKE TO BREAK ON?” Type in “m” for menu and press enter. The following screen appears (Figure 1-17).

![WHAT DATA ELEMENTS WOULD YOU LIKE TO BREAK ON](image)
Step 27. Choose item(s) to break on. For instructional purposes, choose **appropriation {appn}** (Figure 1-17).

When comparing multiple exercises, such as the 08PBR0 (2008-30-bf_baseline, change or upbase), 08PBR1 (2008-31-bf_baseline, change or upbase), and the 08PBR2 (2008-32-bf_baseline, change or upbase), you will need to use **file-break {file}** as one of the breaks so as to keep the exercises separate.

Step 28. ABIDES prompts “WHAT FISCAL YEAR WOULD YOU LIKE TO START WITH?” Type in “m” for menu and press enter. The following screen appears (Figure 1-18).

![What Fiscal Year Would You Like to Start With Menu](image)

**Figure 1-18 = What Fiscal Year Would You Like to Start With Menu**

Step 29. For instructional purposes, choose **FY10 {10}** (Figure 1-18).
Step 30. ABIDES prompts “WHAT IS THE TITLE FOR THE FIRST INPUT FILE, OR 'none’?” (Figure 1-19).

![Row Headers](image)

Figure 1-19 = Row Headers, 1st Menu

Step 31. For instructional purposes, when asked “WHAT IS THE TITLE FOR THE FIRST INPUT FILE, OR 'none’?,” name it **ftp_updated_base** (the name of your 1st File from Step 17).

Step 32. ABIDES prompts “WHAT IS THE TITLE FOR THE SECOND INPUT FILE, OR 'none’? Figure 1-20).

![Row Headers](image)

Figure 1-20 = Row Headers, 2nd Menu
Step 33. For instructional purposes, when asked “WHAT IS THE TITLE FOR THE SECOND INPUT FILE, OR ‘none’?,” name it **ffp_baseline** (the name of your 2\textsuperscript{nd} File from Step 21).

Step 34. ABIDES prompts “WHAT IS THE TITLE FOR THE PROPOSED POSITION, OR ‘none’?” (Figure 1-21).

**Row Headers**

<table>
<thead>
<tr>
<th>WHAT IS THE TITLE FOR THE PROPOSED POSITION, OR ‘none’</th>
</tr>
</thead>
</table>

**Note:** Answer to the question above will become the row header (title)
- Not case sensitive
- However, output will be all uppercase
- Length limited to 37 characters

Figure 1-21 = Row Headers, 3\textsuperscript{rd} Menu

Step 35. For instructional purposes, when asked, “WHAT IS THE TITLE FOR THE PROPOSED POSITION, OR ‘none’?,” name it **deltas** (deltas identifies the changes between the 1\textsuperscript{st} File and the 2\textsuperscript{nd} File).
Step 36. ABIDES prompts “DO YOU WANT THE ALL ZERO PROPOSED POSITION LINES TO APPEAR ON THE REPORT?” (Figure 1-22).

Do You Want the All Zero Proposed Position Lines to Appear on the Report

? y

- If 1st FILE values equal the 2nd FILE values for requested years in the display, then the result is zero (0)
- If you answer yes (y), the display is:
  • 1st file (row header) and values
  • 2nd file (row header) and values
  • the proposed position (row header) showing the difference
- If you answer no (n), those occurrences that net to zero are not displayed
- Sub-totals (break totals) and grand totals include the non-displayed data

Figure 1-22 = Do You Want the All Zero Proposed Position Lines to Appear on the Report Menu

Step 37. For instructional purposes, enter the response y (Figure 1-22).

If you choose no (n), then the ABIDES report will not show comparisons in which the change for each year equals zero for all the years requested when the 2nd file is subtracted from the 1st file. If you choose yes (y), then the ABIDES report will display all items including those where the resulting change is zero across all years in the report. As an added note, whether you choose yes or no to the above question, each break total and grand total will have the correct totals.

Step 38. Since you used the select fiscal year span {sfys} option in Step 13, ABIDES now prompts “HOW MANY COLUMNS DO YOU WANT?” Enter in the number of years of data you want to look at.

The rule of thumb is to choose six years of data to compare when looking at even year exercises and five years of data when comparing odd year exercises. In Figure 1-23, six years was chosen.
Step 39. View the report (Figure 1-23).

Figure 1-23 = Compare Break Example

Step 40. After viewing the report, answer the question at the bottom of the screen asking “DO YOU WANT TO RUN ANOTHER REPORT?” Respond with a y and ABIDES will ask the following two questions:

WHICH REPORT DO YOU WANT?
WHAT CHANGES DO YOU WANT?

Step 41. When answering the question “WHICH REPORT DO YOU WANT?,” be sure to choose cmpbrk {cb}.

If you accidentally choose rptbrk {rb} instead of cmpbrk {cb}, you will need to go back to Step 4 and begin the whole compare break process all over again!

Step 42. Type in “m” for menu and make desired changes to the report.
D. Summary

Compare breaks are relatively straightforward to perform. When using the `subtract` option, you compare a single database file with another single database file. However, if you use the `addition` option, you can compare multiple exercises and change files to each other. To compare multiple exercises, the first input file (only one, see Step 15, Section C.) will serve as a baseline. The second input files (as many as you want) will be entered in at Steps 19 and 21. Ensure that the different choices in Steps 19 and 21 are separated by a comma. You will also need to add `file-break` as one of the breaks in Step 26.

The compare break report is a very useful ABIDES utility to help validate or verify the accuracy of ABIDES data. For example, by subtracting the final preceding PBR updated base position from the PB baseline, database “clean up” or below the scope changes, if any, can be found and evaluated for possible attention. Similarly, comparing the Congressionally appropriated data to the PB requested amount will highlight Congressional marks and also provide some insight into Congressional priorities and areas of interest.

As a final reminder, whenever comparing two files by subtraction always choose the most current position for the 1\textsuperscript{st} file and the earlier position for the 2\textsuperscript{nd} file in order that gains appear as positive numbers and decreases appear as negative numbers.
E. Practice exercises

1. You want to compare what was requested from Congress in the FY08 PB with what was actually appropriated.

   - Create a compare break, terminal report
   - Options: sub, sdd, sfys, np
   - Compare the 08pb2_upbase (2008-41-bf_upbase) with the 09pb_upbase (2009-40-bf_upbase)
   - Appropriation: toa
   - No limiting criteria (keeps/deletes)
   - Break on: pe, appn
   - Begin in: FY08 (See Chp 4, Section A for explanation of why chose this year)
   - For: 1 year (See Chp 4, Section A for explanation of why chose only one year)

2. You want to see the baseline, changes, and upbase files for the current exercise in one report.

   - Create a compare break, terminal report
   - Options: sub, sdd, sfys, np
   - Sum the ffp_baseline and the ffp_change to get the ffp_updated_base position
   - Appropriation: toa
   - No limiting criteria (keeps/deletes)
   - Break on: pe, appn
   - Begin in: FY10 (or whatever the current POM year is)
   - For: 6 years
F. Practice exercise answers

1. You want to compare what was requested from Congress in the FY08 PB with what was actually appropriated.

Hints
- Compare the 08pb2_upbase (2008-41-bf_upbase) with the 09pb_upbase (2009-40-bf_upbase)
- Appropriation: toa
- No limiting criteria (keeps/deletes)
- Break on: pe, appn
- Begin in: FY08 (See Chp 4, Section A for explanation of why chose this year)
- For: 1 year (See Chp 4, Section A for explanation of why chose only one year)

DO YOU WANT TO RUN ANOTHER REPORT
? n
1 = logout
2 = previous menu
3 = run reports
4 = download reports
5 = download microfiles
6 = delete microfiles

WHICH FUNCTION DO YOU WANT
? 3

WHICH REPORT DO YOU WANT
? cb

WHAT TYPE OF REPORT DO YOU WANT
? t

WHICH OPTIONS WOULD YOU LIKE TO SPECIFY
? sub,sdd,sfys,np

WHICH TYPE(S) OF DATA FOR 1st FILE
? history

WHICH INPUT FILE(S) FOR TYPE history
? 2009-40-bf_upbase

WHICH TYPE(S) OF DATA FOR 2nd FILE
? history

WHICH INPUT FILE(S) FOR TYPE history
? 2008-41-bf_upbase
WHAT APPROPRIATIONS ARE YOU INTERESTED IN
? toa

DO YOU WANT TO 'KEEP' OR 'DELETE' ANY ITEMS
? n

WHAT DATA ELEMENTS WOULD YOU LIKE TO BREAK ON
? pe, appn

WHAT FISCAL YEAR WOULD YOU LIKE TO START WITH
? 08

WHAT IS THE TITLE FOR THE FIRST INPUT FILE, OR 'none'
? 08 appropriated amount

WHAT IS THE TITLE FOR THE SECOND INPUT FILE, OR 'none'
? 08PB request

WHAT IS THE TITLE FOR THE PROPOSED POSITION, OR 'none'
? delta

DO YOU WANT THE ALL ZERO PROPOSED POSITION LINES TO APPEAR ON THE REPORT
? y

HOW MANY COLUMNS DO YOU WANT
? 1
2. You want to see the baseline, changes, and upbase files for the current exercise in one report.

Hints
- Sum the \texttt{ffp\_baseline} and the \texttt{ffp\_change} to get the \texttt{ffp\_updated\_base} position
- Appropriation: \texttt{toa}
- No limiting criteria (keeps/deletes)
- Break on: \texttt{pe}, \texttt{appn}
- Begin in: FY10 (or whatever the current year is)
- For: 6 years

DO YOU WANT TO RUN ANOTHER REPORT
? n

1 = logout
2 = previous menu
3 = run reports
4 = download reports
5 = download microfiles
6 = delete microfiles

WHICH FUNCTION DO YOU WANT
? 3

WHICH REPORT DO YOU WANT
? cb

WHAT TYPE OF REPORT DO YOU WANT
? t

WHICH OPTIONS WOULD YOU LIKE TO SPECIFY
? add,sdd,sfys,np

WHICH TYPE(S) OF DATA FOR 1st FILE
? current

WHICH INPUT FILE(S) FOR TYPE current
? ffp\_baseline

WHICH TYPE(S) OF DATA FOR 2nd FILE
? current

WHICH INPUT FILE(S) FOR TYPE current
? ffp\_change
WHAT APPROPRIATIONS ARE YOU INTERESTED IN?
? toa

DO YOU WANT TO 'KEEP' OR 'DELETE' ANY ITEMS?
? n

WHAT DATA ELEMENTS WOULD YOU LIKE TO BREAK ON?
? pe,appn

WHAT FISCAL YEAR WOULD YOU LIKE TO START WITH?
? 10

WHAT IS THE TITLE FOR THE FIRST INPUT FILE, OR 'none'?
? baseline

WHAT IS THE TITLE FOR THE SECOND INPUT FILE, OR 'none'?
? change

WHAT IS THE TITLE FOR THE PROPOSED POSITION, OR 'none'?
? base+change=upbase

DO YOU WANT THE ALL ZERO PROPOSED POSITION LINES TO APPEAR ON THE REPORT?
? y

HOW MANY COLUMNS DO YOU WANT?
? 6
Chapter 2: Execoms

Objective: Understand the purpose of creating an execom and learn how to create one.

A. Becoming familiar with the execom
B. Creating an execom
C. Running an execom
D. Summary
E. Practical Exercises
F. Practical Exercises Answers

Purpose

Execoms are useful to:

- Allow you to type in one command and then do other things as the report automatically generates itself.
- Run several execoms at the same time to generate multiple reports.

A. Becoming familiar with the execom

An execom is a file stored in ABIDES containing the answers to ABIDES prompts (questions) for a report. In other words, an execom is a macro and when you run an execom, the stored commands generate a report.

Figure 2-1 shows an example of an execom.

```
1 #!/bin/sh
2 fa_rpt -run_execom $@ << RUN1
3 rb
4 t
5 n
6 current
7 ffp_updated_base
8 toa
9 k pe 27597f,41897f,8474*f
10 n
11 pe,appn
12 10
13 6
14 RUN1
```

Figure 2-1 = Sample Execom
Furthermore, in figure 2-1 on line 4, the “t” identifies that this execom is a terminal (t) report. Whether you choose an execom to be a terminal report or a microfile (mf) report depends on your preference. The terminal report option allows you to see if any changes occurred to your PEs or programs of interest. The microfile report option, however, not only allows you to see if any changes occurred, but it also allows you to filter through data to figure out exactly where and what changed.

B. Creating an execom

Step 1. Login to ABIDES.

Step 2. The following menu appears (Figure 2-2).

```
1 = Logout
2 = ABIDES User Tools
3 = ASCAD System Tools
4 = Decision Narrative Tools
5 = ABIDES Viewer Data
6 = Accounting System
7 = F&FP System
8 = Options Development System
9 = Panel Ad Hoc Reports
10 = PA Cost System

ENTER THE NUMBER CORRESPONDING TO THE OPTION TO BE EXECUTED
?
```

Step 3. Choose **F&FP System** menu option (Figure 2-2).
Step 4. The following menu appears (Figure 2-3).

![F&FP System (Menu)]

- 1 = logout
- 2 = previous menu
- 3 = Show Exercise Description Info
- 4 = run reports/create/maintain
- 5 = data entry
- 6 = create a file
- 7 = check any file for errors
- 8 = file maintenance
- **9 = run execoms/create/maintain**
- 10 = package creation/maintenance
- 11 = database diagnostics
- 12 = file transfer
- 13 = schedule
- 14 = factor file update
- 15 = upload a file

ENTER THE NUMBER CORRESPONDING TO THE OPTION TO BE EXECUTED

? 9

Figure 2-3 = F&FP System (Menu)

Step 5. Choose **run execoms/create/maintain** option (Figure 2-3).

Step 6. ABIDES prompts “WHAT OFFICE SYMBOL DO YOU WANT?” Type in “m” for menu and press enter. The following menu appears (Figure 2-4).

![What Is the Office Symbol]

- 1 = logout
- 2 = previous menu
- **3 = general**
- 4 = submit
- 5 = your office symbol
- 6 = training

PLEASE SELECT THE DESIRED OPTION

? <Choose your office symbol>

Figure 2-4 = What Office Symbol Do You Want Menu

Step 7. Choose your office symbol.
If your organization’s office symbol is not on the list and your organization is an older, established office, then contact SAF/FMBMA to have it added to your log-on profile. If you have a newer office symbol (FY07 and later) and do not see it, use general.

Step 8. ABIDES prompts “WHICH FUNCTION?” Type in “m” for menu. The following menu appears (Figure 2-5).

![Which Function Menu](image)

Step 9. To create a new execom, choose the **add execoms** option (Figure 2-5).

Other options you may choose at this menu in the future are:

- **run execoms** – Run previously created execoms.
- **edit execoms** – Edit previously created execoms.

See ABIDES text editor discussion in Chapter 3. It is usually easier to create a new execom than it is to edit an older execom.

- **delete execoms** – Delete previously created execoms.
- **display execoms** – Display the text in an execom.
- **download execoms** – Download an execom from ABIDES to a text file.
- **upload execoms** – Upload a text file created in Notepad or WordPad to ABIDES.
The upload execoms command does not work all the time.

- **rename execoms** – Enables user to rename an execom.

- **print execoms** – Send text in an execom to an ABIDES printer.

There is no need to use the `print execoms` option. If you must print out an execom, download it to a text file using the `download execoms` function and print from Word or Notepad.

Step 10. ABIDES prompts “WHAT ARE THE EXECOM NAME(S)?” Do not Type in “m” for menu or the package will be named `m`. Choose a filename that is thirteen characters or less (Figure 2-5). Do not use capital letters, special characters, or spaces in the filename.

When naming an execom, choose a filename that describes what data is being looked at. This will make it easier to choose the desired execom in the future.

Step 11. ABIDES prompts “WHAT IS THE DESIRED OPERATION?” Type in “m” for menu. The following menu appears (Figure 2-6).

![What Is the Desired Operation Menu](image)

Step 12. Choose the `run reports {rr}` option (Figure 2-6).

The create a file option is only used by a few specifically designated FM analysts.
Step 13. From this point on the standard ABIDES report prompts will appear one-by-one just as if you are creating a regular report (Figure 2-7). ABIDES records your responses as the execom.

When answering the ABIDES prompt “WHICH TYPE(S) OF DATA FOR INPUT FILE” (Figure 2-7), only choose the current or options pointer folders. Reason: Execoms are only used with the current exercise (either the ffp_updated_base or the ffp_change files) or with the options pointer folder (brief options file) since these are the only files that change during program/budget deliberations. Furthermore, the execom for the brief options file would be to track unofficial corporate structure changes as decisions of yes, no, or revisit are made.
Step 14. After all the report prompts (Figure 2-7) have been answered in turn, ABIDES prompts “WHICH FUNCTION?” Type in “m” for menu and press enter. The following menu appears (Figure 2-8).

![Figure 2-8 = Which Function Menu]

Step 15. After creating an execom and before choosing the run execoms option, you should select the display execoms option to verify the data input to the execom is correct.
C. Running an execom

Step 1. Login to ABIDES.

Step 2. The following menu appears (Figure 2-9).

Step 3. Choose **F&FP System** menu option (Figure 2-9).
Step 4. The following menu appears (Figure 2-10).

Step 5. Choose run execoms/create/maintain option (Figure 2-10).

Step 6. ABIDES prompts “WHAT OFFICE SYMBOL DO YOU WANT?” Type in “m” for menu and press enter. The following menu appears (Figure 2-11).

Step 7. Choose your office symbol or general.
Step 8. ABIDES prompts “WHICH FUNCTION?” Type in “m” for menu and press enter. The following menu appears (Figure 2-12).

![Which Function Menu](image)

Step 9. Choose run execoms option (Figure 2-12).

Step 10. ABIDES prompts “WHAT EXECOM(S) ARE TO BE RUN?” Type in the execom name with a .x extension. If you do not remember the execom name, type in “m” for menu and choose the desired execom from the menu.

You may run more than one execom at one time by entering multiple execom names separated by a comma. ABIDES will run the execoms in the order in which the names are entered. If running a terminal report, the second execom will not run until you have finished looking at the first execom (respond done to the ABIDES prompt “DO YOU WANT TO SEE PAGE “X”? and answer n to the ABIDES prompt “DO YOU WANT TO RUN ANOTHER REPORT?”).

Why would you want to run more than one execom? Well, execoms are particularly helpful when wanting to check PEs or programs during AFCS program and budget deliberations (the PBR) or during the Program Budget Decision (PBD)/ Program Decision Memorandum (PDM) cycle (the PB).
Six helpful execoms for the FY10 PBR and PB exercises are:

<table>
<thead>
<tr>
<th>Execom</th>
<th>File</th>
<th>Appropriation</th>
<th>Start Year</th>
<th>Number of Years</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>ffp_updated_base</td>
<td>TOA</td>
<td>FY10</td>
<td>6</td>
</tr>
<tr>
<td>2.</td>
<td>ffp_updated_base</td>
<td>Forces</td>
<td>FY10</td>
<td>6</td>
</tr>
<tr>
<td>3.</td>
<td>ffp_updated_base</td>
<td>Manpower</td>
<td>FY10</td>
<td>6</td>
</tr>
<tr>
<td>4.</td>
<td>ffp_change</td>
<td>TOA</td>
<td>FY10</td>
<td>6</td>
</tr>
<tr>
<td>5.</td>
<td>ffp_change</td>
<td>Forces</td>
<td>FY10</td>
<td>6</td>
</tr>
<tr>
<td>6.</td>
<td>ffp_change</td>
<td>Manpower</td>
<td>FY10</td>
<td>6</td>
</tr>
</tbody>
</table>

You can use this set of execoms for all PBR and PB exercises for a given FYDP and only need to change them at the start of the next FYDP period deliberations. Once you have created this set of execoms, you can stay on top of changes by running the execoms once per day at normal times and several times throughout the day during program/budget deliberations.

A quick check of report #1 will indicate if any of your TOA has changed. If nothing in this report has changed, then you can be reasonably assured that nothing has changed in the other reports as well and you do not need to look at them. If, on the other hand, there is a change to your TOA in report #1, then you can find out what changed by looking at the other five reports.

The point of this effort is to enable you to understand and characterize any and all changes that have been made to your PEs or programs in order to catch and correct potential mistakes before it is too late.

D. Summary

The execom is an ABIDES stored procedure (comparable to a macro) that contains all of the responses to create an ABIDES report thus enabling you to quickly run reports. Remember, execoms are only used with the ffp_change and ffp_updated_base files in the current exercise or with the brief options file in the options pointer folder as these are the only files that change during programming and budgeting deliberations. Furthermore, one or more execoms can be run at once by simply listing their names separated by commas when prompted by ABIDES.
E. Practice exercises

1. You want to find out what CCNs have affected your PE (as of today) in the current exercise. You run this same report every morning to make sure nothing has changed from the day before!

   • Create a report break, terminal report
   • Options: sdd, sfys, kz, np
   • Folder: current
   • File: ffp_change
   • Appropriation: toa
   • Keep your pe
   • Break on pe, ccn
   • Begin in FY10
   • For 6 years

2. Display and then run the execom created above.

F. Practice exercise answers

1. You want to find out what CCNs have affected your PE (as of today) in the current exercise. You run this same report every morning to make sure nothing has changed from the day before!

HINTS:

   • Folder: current
   • File: ffp_change
   • Keep your pe
   • Break on pe, ccn
   • Begin in FY10
   • For 6 years

END OF PROGRAM : NORMAL 2
1 = logout
2 = previous menu
3 = run reports
4 = download reports
5 = download microfiles
6 = delete microfiles

WHICH FUNCTION DO YOU WANT
? 2
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Execoms

END OF PROGRAM : NORMAL 2
1 = logout
2 = previous menu
3 = run reports/create/maintain
4 = data entry
5 = create a file
6 = file maintenance
7 = run execoms/create/maintain
8 = package creation/maintenance
9 = file transfer
10 = schedule
11 = factor file update
12 = upload a file

<Date Time> : ENTER THE NUMBER CORRESPONDING TO THE OPTION TO BE EXECUTED
? 7

WHAT OFFICE SYMBOL DO YOU WANT
? training
1 = logout
2 = previous menu
3 = run execoms
4 = add execoms
5 = edit execoms
6 = delete execoms
7 = display execoms
8 = download execoms
9 = upload execoms
10 = rename execoms
11 = print execoms
PLEASE CHOOSE THE DESIRED FUNCTION
? 4

WHAT ARE THE EXECOM NAME(S)
? pechanges

EXECOM: 1 = pechanges.x

WHAT IS THE DESIRED OPERATION
? rr

WHICH REPORT DO YOU WANT
? rb

WHAT TYPE OF REPORT DO YOU WANT
? t
WHICH OPTIONS WOULD YOU LIKE TO SPECIFY
? sdd,sfys,kz,np

WHICH TYPE(S) OF DATA FOR INPUT FILE
? current

WHICH INPUT FILE(S) FOR TYPE <exercise>
? ffp_change

WHAT APPROPRIATIONS ARE YOU INTERESTED IN
? toa

DO YOU WANT TO 'KEEP' OR 'DELETE' ANY ITEMS
? k pe *****f (Note: enter your pe # in place of asterisks)

DO YOU WANT TO 'KEEP' OR 'DELETE' ANY MORE ITEMS
? n

WHAT DATA ELEMENTS WOULD YOU LIKE TO BREAK ON
? pe, ccn

WHAT FISCAL YEAR WOULD YOU LIKE TO START WITH
? 10

HOW MANY COLUMNS DO YOU WANT?
? 6

2. Display and then run the execom created above

END OF PROGRAM: NORMAL 2
1 = logout
2 = previous menu
3 = run execoms
4 = add execoms
5 = edit execoms
6 = delete execoms
7 = display execoms
8 = download execoms
9 = upload execoms
10 = rename execoms
11 = print execoms

PLEASE CHOOSE THE DESIRED FUNCTION
? 7
WHAT EXECOM(S) ARE TO BE DISPLAYED
? pechanges.x

BEGIN pechanges.x

#!/bin/sh
fa_rpt -run_execom $@ « RUN1
rb
t
sdd,sfys,kz,np
current
ffp_change
toa
k pe *****f
n
pe,ccn
10
6
RUN1

END pechanges.x

1 = logout
2 = previous menu
3 = run execoms
4 = add execoms
5 = edit execoms
6 = delete execoms
7 = display execoms
8 = download execoms
9 = upload execoms
10 = rename execoms
11 = print execoms

PLEASE CHOOSE THE DESIRED FUNCTION
? 3

WHAT EXECOM(S) ARE TO BE RUN
? pechanges.x

As the execom runs, the following is displayed:

WHICH REPORT DO YOU WANT
? rb
WHAT TYPE OF REPORT DO YOU WANT
? t

WHICH OPTIONS WOULD YOU LIKE TO SPECIFY
? sdd,sfys,kz,np

WHICH TYPE(S) OF DATA FOR INPUT FILE
? current

WHICH INPUT FILE(S) FOR TYPE <exercise>
? ffp_change

WHAT APPROPRIATIONS ARE YOU INTERESTED IN
? toa

DO YOU WANT TO 'KEEP' OR 'DELETE' ANY ITEMS
? k pe *****f

DO YOU WANT TO 'KEEP' OR 'DELETE' ANY MORE ITEMS
? n

WHAT DATA ELEMENTS WOULD YOU LIKE TO BREAK ON
? pe,ccn

WHAT FISCAL YEAR WOULD YOU LIKE TO START WITH
? 10

HOW MANY COLUMNS DO YOU WANT?
? 6
Chapter 3: Packages

OBJECTIVE: Understand the purpose of creating a package.

A. Becoming familiar with the package function
B. Creating a package
C. Displaying a package
D. Using the package in a report
E. Editing a package
F. Summary
G. Practice exercises
H. Practice exercises answers

Purpose

The package option saves you the time of typing in numerous date element values (PEs, programs, etc.) that you are responsible for and stores them in a file a.k.a.
“package” that can be used over and over again in any report you create. Figure 3-1 below illustrates an example of a package named virtual_space.sel that has 194 PEs of interest. Clearly, having the ability to use a package in this instance saves a lot of time and potential errors you would encounter if you had to type in all this data over and over again for different reports.

Figure 3-1 = Why Use a Package Example

When more than one line is required to list all the values, there must be a comma at the end of each line, except for the last line (Figure 3-1).
A. Becoming familiar with the package function

The most frequently used types of packages in ABIDES are:

- **select** – The most commonly used package. This allows you to store appropriation and keep/delete parameters.

  You may use a package for individual or multiple TOA appropriations, such as procurement and O&M for example, however, you **cannot** use the collective appropriation named TOA in a package. Reason: Due to an ABIDES coding problem, if you choose TOA, no data will be reported.

  If you must run a report against all TOA, do not choose the appropriation option when creating the package. Instead, choose the TOA appropriation when creating your ABIDES terminal, microfile, or report file report.

- **rptbrk** – Allows you to store breaks, options, input files, and start year in addition to the appropriation and keep/delete parameters of the select package. A rptbrk will also let you use the formula and detail totals options; however, the formula and detail totals options are rarely used.

- **cmpbrk** – Used with compare breaks.

- **rule** – Used in creating a database and will not be discussed in this manual.
B. Creating a package

Step 1. Login to ABIDES.

Step 2. The following menu appears (Figure 3-2).

Step 3. Choose **F&FP System** menu option (Figure 3-2).
Step 4. The following menu appears (Figure 3-3).

**F&FP System (Menu)**

1 = logout  
2 = previous menu  
3 = Show Exercise Description Info  
4 = run reports/create/maintain  
5 = data entry  
6 = create a file  
7 = check any file for errors  
8 = file maintenance  
9 = run execoms/create/maintain  
10 = **package creation/maintenance**  
11 = database diagnostics  
12 = file transfer  
13 = schedule  
14 = factor file update  
15 = upload a file  

ENTER THE NUMBER CORRESPONDING TO THE OPTION TO BE EXECUTED

¿10

**Figure 3-3 = F&FP Menu**

Step 5. Choose **package creation/maintenance** option (Figure 3-3).

Step 6. ABIDES prompts “WHAT IS THE OFFICE SYMBOL?” Type in “m” for menu and press enter. The following menu appears (Figure 3-4).

**What Is the Office Symbol**

1 = logout  
2 = previous menu  
3 = afsaa  
4 = general  
5 = hq_afosi  
6 = igx  
7 = models  
8 = submit  
9 = xpp  
10 = xppe  
11 = xppp  
12 = xpmi  
13 = xppn  
14 = xpppl  
15 = xppmr  
16 = xppri  
17 = xppu  
18 = xppa  
19 = xppi  
20 = xppm  
21 = xpppo  
22 = xppps  
23 = xppp  
24 = xppp  
25 = xpp  
26 = xpp  
27 = xpp  
28 = xpp  
29 = xpp  
30 = xpp  
31 = xpp  
32 = xpp  
33 = xpp  
34 = xpp  
35 = xpp  
36 = xpp  
37 = xpp  
38 = xpp  
39 = xpp  
40 = xpp  
41 = xpp  
42 = xpp  
43 = xpp  
44 = xpp  
45 = xpp  
46 = xpp  
47 = xpp  

PLEASE SELECT THE DESIRED OPTION

¿<enter office symbol>

**Figure 3-4 = What Is the Office Symbol Menu**

Step 7. Choose your office symbol.
Step 8. ABIDES prompts “WHAT PACKAGE TYPE WOULD YOU LIKE?” Type in “m” for menu and press enter. The following menu appears (Figure 3-5).

![Figure 3-5 = What Package Type Would You Like Menu](image)

Step 9. Choose the select option (Figure 3-5).

Step 10. ABIDES prompts “WHICH FUNCTION?” Type in “m” for menu and press enter. The following menu appears (Figure 3-6).

![Figure 3-6 = Which Function Menu](image)
Step 11. Choose the **add packages** option (Figure 3-6). Other options you may choose at this menu in the future are:

- **add packages** – Used to create a new package.
- **edit packages** – Edit previously created packages.

See ABIDES text editor discussion later in this chapter. It is much easier to create a new package, however, than it is to edit an existing one in most cases.

- **delete packages** – Delete previously created packages.
- **display packages** – Display the text in a package.
- **download packages** – Download a package from ABIDES to a text file.
- **upload packages** – Upload a text file created in Notepad or Wordpad to ABIDES.

The **upload packages** command does not work all the time.

- **print packages** – Send text in package format to an ABIDES printer.

There is no need to use the **print packages** option. If you must print out a package, you can download it to a text file using the **download packages** function and print from Word or Notepad.

- **rename packages** – Enables user to rename a package.
Step 12. The following menu appears (Figure 3-7).

![Add (Select) Package](image)

**WHAT IS THE PACKAGE NAME**

? <enter filename>

Note: do not enter "m" or ABIDES will name your file "m"

**CHOOSE THE DESIRED FUNCTION(S)**

1 = logout
2 = previous menu
3 = appns
4 = keep/delete

? 3, 4

Note 1: When you choose menu 3 above in package creation, use forces, manpower, or individual TOA appropriations. Do not use the collective appropriation TOA.

Note 2: If you want to run a package against all TOA, then do not choose menu 3 above when creating a package. Choose the collective appropriation TOA when creating the ABIDES terminal, microfile, or report file report.

---

**Figure 3-7 = Add Select Package Menu**

Step 13. ABIDES prompts “WHAT IS THE PACKAGE NAME?” This is a prompt to choose a filename. Do not type in “m” for menu or the package will be named m. Create a filename that is thirteen characters or less and press enter (Figure 3-7). For instructional purposes, name this package manpower.

Do not use capital letters, special characters, or spaces in the filename. Also, a filename that describes its function will be easier to remember later on.

Step 14. ABIDES now prompts “CHOOSE THE DESIRED FUNCTION(S).” Type in “m” for menu and press enter. The menu shown in Figure 3-7 appears. Choose the appns and keep/delete options for your package (Figure 3-7).

1. Choose either one or both options based on requirements.

2. Do not choose appns if you intend to run the report against the collective appropriation TOA. Instead, select TOA when creating the ABIDES report.
Step 15. Figure 3-8 shows the prompts to be expected when creating a select package.

Add (Select) Package Demo

WHAT APPROPRIATIONS ARE YOU INTERESTED IN?
? 05,06,07
DO YOU WANT TO ‘KEEP’ OR ‘DELETE’ ANY ITEMS?
? d manid 0044,0048,0134,0138,0163,0154,0155,0170
DO YOU WANT TO ‘KEEP’ OR ‘DELETE’ ANY MORE ITEMS?
? n
DO YOU WANT TO ADD THE KEEP/DELETE CRITERIA?
? y

Figure 3-8 = Add (Select) Package Demo

Step 16. ABIDES prompts “WHAT APPROPRIATIONS ARE YOU INTERESTED IN?” Choose the appns you are interested in (dollars, manpower, or forces). For the example exercise in Figure 3-8 above, choose manpower (appn codes 05, 06, 07).

If you do not know which appropriation code(s) to enter, type in “m” for menu and press enter. The first of three pages of appropriation names and codes will be displayed. Type in “m” to display each subsequent page of additional appropriation names, codes, and groupings of appropriation types. As mentioned previously, do not choose TOA for the appropriation code. Instead select appropriations individually, such as procurement and O&M.

Step 17. ABIDES prompts “DO YOU WANT TO ‘KEEP’ OR ‘DELETE’ ANY ITEMS?” Type in k or d followed by a space, then the data element name (only one) followed by a space, and then type the values (multiple values as necessary separated by a comma) to keep or delete. For the purposes of this exercise as shown in Figure 3-8, type in d manid 0044, 0048, 0134, 0138, 0163, 0154, 0155, 0170.

The set of “memo manids” we are deleting removes double counts of personnel from a manpower report.
Step 18. ABIDES prompts “DO YOU WANT TO ‘KEEP’ OR ‘DELETE’ ANY MORE ITEMS?” Enter additional keep or delete criteria or n if you don’t have any. For the purposes of this exercise, type in n as shown in Figure 3-8.

Step 19. ABIDES prompts “DO YOU WANT TO ADD THE KEEP/DELETE CRITERIA?” (Figure 3-8) Always choose y. Choosing y allows you to add additional keep/delete criteria when generating a report. If you choose n, then you will not get the “DO YOU WANT TO ‘KEEP’ OR ‘DELETE’ ANY MORE ITEMS?” prompt when building a report.

This completes the process of creating a package. Instructions for displaying the package to review it for accuracy are given in Section C. Instructions for using the package in the actual running of a report are given in Section D.
C. Displaying a package

Step 1. Follow steps 1-10 in section B, Creating a package.

Step 2. ABIDES prompts “WHICH FUNCTION?” Type in “m” for menu and press enter. The following menu appears (Figure 3-9).

```
Function - Display a Package

1 = logout
2 = previous menu
3 = add packages
4 = edit packages
5 = delete packages
6 = display packages
7 = download packages
8 = upload packages
9 = print packages
10 = rename packages

PLEASE SELECT THE DESIRED OPTION
?

Figure 3-9 = Display a Package Menu
```

Step 3. For this exercise, choose the display packages option (Figure 3-9).

Step 4. ABIDES then prompts “WHAT PACKAGE(S) ARE TO BE DISPLAYED?” Type in “m” for menu and press enter to choose a package from the list of names displayed or type in the name of the package with a .sel extension.
Step 5. ABIDES then displays the package you chose (Figure 3-10).

The **add keeps** entry in the last line means that you answered **y** to the prompt “DO YOU WANT TO BE ABLE TO ‘KEEP’ OR ‘DELETE’ ANY MORE ITEMS?” back in Figure 3-8.

![Display Package](image)

To run a report using the package just created it is necessary to first back out of the packages menus. To do this, press the enter key three times or type in **quit** and then press the enter key. These steps bring you back to the second menu in ABIDES. From that point, you can just follow the steps outlined in section D to use a package in creating a report.
D. Using a package in a report

Step 1. Login to ABIDES.

Step 2. The following menu appears (Figure 3-11).

```
ABIDES Main Menu

1 = Logout
2 = ABIDES User Tools
3 = ASCAD System Tools
4 = Decision Narrative Tools
5 = ABIDES Viewer Data
6 = Accounting System
7 = F&FP System
8 = Options Development System
9 = Panel Ad Hoc Reports
10 = PA Cost System

ENTER THE NUMBER CORRESPONDING TO THE
OPTION TO BE EXECUTED
?

Figure 3-11 = ABIDES Main Menu
```

Step 3. Choose **F&FP System** menu option (Figure 3-11).
Step 4. The following menu appears (Figure 3-12).

```
F&FP System (Menu)

1 = logout
2 = previous menu
3 = Show Exercise Description Info
4 = run reports/create/maintain
5 = data entry
6 = create a file
7 = check any file for errors
8 = file maintenance
9 = run execoms/create/maintain
10 = package creation/maintenance
11 = database diagnostics
12 = file transfer
13 = schedule
14 = factor file update
15 = upload a file

ENTER THE NUMBER CORRESPONDING TO THE OPTION TO BE EXECUTED
? 4
```

Step 5. Choose `run reports/create/maintain` option (Figure 3-12).

Step 6. The following menu appears (Figure 3-13).

```
RUN REPORTS/ CREATE/ MAINTAIN

1 = logout
2 = previous menu
3 = run reports
4 = download reports
5 = download microfiles
6 = delete microfiles

WHICH FUNCTION DO YOU WANT
? 3
```

Step 7. Choose `run reports` (Figure 3-13).
Step 8. ABIDES prompts “WHICH REPORT DO YOU WANT?” Type in “m” for menu and press enter. The following menu appears (Figure 3-14).

![Figure 3-14 = Which Report Do You Want Menu](image)

Step 9. Choose the rptbrk {rb} option (Figure 3-14).

Step 10. ABIDES prompts “WHAT TYPE OF REPORT DO YOU WANT?” Type in “m” for menu and press enter. The following menu appears (Figure 3-15).

![Figure 3-15 = What Type of Report Do You Want Menu](image)
Step 11. Choose the **terminal** \{t\} option (Figure 3-15).

Most of the time you will choose the **report file** \{rf\} or the **microfile** \{mf\} option instead of **terminal** \{t\}.

Step 12. ABIDES prompts “WHICH OPTIONS WOULD YOU LIKE TO SPECIFY?” Type in “m” for menu and press enter. The following menu appears (Figure 3-16).

![WHICH OPTIONS WOULD YOU LIKE TO SPECIFY](image)

**Figure 3-16** = Which Options Would You Like to Specify Menu

Step 13. Choose the **package input** \{pi\} option (Figure 3-16).

Recommendation: Always include the **select fy span**, \{sfys\}, **suppress default details** \{sdd\}, and **no pagination** \{np\} options also.
Step 14. By choosing the **package input** option, you are now asked three new questions which direct you to find the package you wish to use. These three new questions are displayed in red, bold font in Figure 3-17.

![Figure 3-17 = Using a Package New Prompts](image)

**ABIDES REPORT GENERATOR**  
(using a package = options is “pi”)

- WHICH REPORT DO YOU WANT  
- WHAT TYPE OF REPORT DO YOU WANT  
- WHICH OPTIONS WOULD YOU LIKE TO SPECIFY  
  - WHAT IS THE OFFICE SYMBOL WHERE YOUR PACKAGE IS STORED  
  - WHAT TYPE OF PACKAGE ARE YOU INTERESTED IN  
  - WHAT IS THE NAME OF YOUR <type> PACKAGE  
- WHICH TYPE(S) OF DATA FOR INPUT FILE  
- WHICH INPUT FILE(S) FOR TYPE <exercise folder>  
- WHAT APPROPRIATIONS ARE YOU INTERESTED IN  
- DO YOU WANT TO ‘KEEP’ OR ‘DELETE’ ANY ITEMS  
- DO YOU WANT TO ‘KEEP’ OR ‘DELETE’ ANY MORE ITEMS  
- WHAT DATA ELEMENTS WOULD YOU LIKE TO BREAK ON  
- WHAT FISCAL YEAR WOULD YOU LIKE TO START WITH  
- HOW MANY COLUMNS DO YOU WANT

---

**What Is the Office Symbol**

1 = logout  
2 = previous menu  
3 = afsaa  
4 = general  
5 = hq_afos  
6 = igx  
7 = models  
8 = submit  
9 = xpp  
10 = xppe  
11 = xpmo  
12 = xpmi  
13 = xpmr  
14 = xpl  
15 = xpn  
16 = xpxp  
17 = xpy  
18 = xppa  
19 = xpl  
20 = xpm  
21 = xppo  
22 = xppp  
23 = xpps  
24 = xorp  
25 = xo  
26 = xofp  
27 = xofe  
28 = xo  
29 = xoo  
30 = xooo  
31 = xofs  
32 = xofn  
33 = xofc  
34 = xoot  
35 = xors  
36 = xosc  
37 = xosf  
38 = xowr  
39 = xoi  
40 = xorfa  
41 = xp  
42 = xpmr  
43 = xp  
44 = xpmr  
45 = afosi  
46 = training  
47 = afnsep

Please select the desired option  
? <choose your office symbol>

---

**Step 15.** ABIDES prompts “WHAT IS THE OFFICE SYMBOL WHERE YOUR PACKAGE IS STORED?” (Figure 3-18). Choose your office symbol.
Step 16. ABIDES prompts “WHAT TYPE OF PACKAGE ARE YOU INTERESTED IN?” Type in “m” for menu and press enter. The following menu appears (Figure 3-19).

```
What Package Type Would You Like

1 = logout
2 = previous menu
3 = master
4 = select
5 = rptbrk
6 = cmpbrk
7 = ffpbrk
8 = rule
9 = utility
10 = skeleton
11 = p1_r1_rpt

PLEASE SELECT THE DESIRED OPTION
?
```

Figure 3-19 = What Type of Package are You Interested In Menu

Step 17. For the purposes of this exercise, choose the select option (Figure 3-19).

Step 18. ABIDES then prompts “WHAT IS THE NAME OF YOUR PACKAGE?” Type in “m” for menu and press enter to select from the list of package names that then appears or type in the package name and the proper extension. For a select package like the example created earlier, type in manpower.sel. For a rptbrk package, type packagename.rbk. For a compare break package, type packagename.cbk.

Step 19. From this point on, the ABIDES prompts will be the regular prompts you are used to seeing.
E. Editing a package

Step 1. Follow steps 1-10 in section B., Creating a package.

Step 2. ABIDES prompts “WHICH FUNCTION?” Type in “m” for menu and press enter. The following menu appears (Figure 3-20).

- 1 = logout
- 2 = previous menu
- 3 = add packages
- 4 = edit packages
- 5 = delete packages
- 6 = display packages
- 7 = download packages
- 8 = upload packages
- 9 = print packages
- 10 = rename packages

PLEASE SELECT THE DESIRED OPTION

? 4

Step 3. Choose the edit packages option (Figure 3-20).
Step 4. The consolidated list of prompts as displayed in Figure 3-21 will appear one by one for you to answer.

![Edit a Package](Image)

**Function - Edit a Package**

WHAT FILE DO YOU WISH TO EDIT
?m
Do you want to see the owner, date, time, and size of each file
?y
Do you want to see files owned by ALL users
?n

1 = logout
2 = previous menu
3 = filename1.sel userid DTG
4 = filename2.sel userid DTG

Please select the desired option

?3

NOW IN EDITOR MODE

---

Step 5. ABIDES prompts “WHAT FILE DO YOU WISH TO EDIT?” If you know the name of the package, you may type in the name of the package with a .sel extension. Otherwise, if unsure of the package filename, type in “m” for menu and press enter. You will be prompted three more times for responses (Steps 6 - 8 below).

Step 6. If you entered in “m” for menu in Step 5, ABIDES prompts “Do you want to see the owner, date, time and size for each file?” Type in y and press enter.

Step 7. ABIDES now prompts “Do you want to see files owned by all users?” If you created the package, answer n to this question. On the other hand, if you did not create the package, but are using a colleague’s package, then you must choose y and hope that your colleague’s package filename is easy to find among the many that will be listed.

Step 8. ABIDES prompts “Please select the desired option,” choose the desired package filename and press enter.

You are now in the editor mode. To edit a package, you have to be familiar with the ABIDES (UNIX) text editor commands. Again, unless you have a large package, it is much easier to create a new package. That being said, over the next few pages is a listing of the most frequently used editor commands and the format that needs to be used to make the changes.
<table>
<thead>
<tr>
<th>Text Editor Command</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>p</td>
<td>print, display text without line numbers</td>
</tr>
<tr>
<td>P</td>
<td>print with line numbers</td>
</tr>
<tr>
<td>s/&lt;string&gt;/&lt;string&gt;/</td>
<td>substitute a text string with another text string (text string to replace between the first two slashes, then replace with text string between second and third slash</td>
</tr>
<tr>
<td>d</td>
<td>delete a line or lines</td>
</tr>
<tr>
<td>/ /</td>
<td>search for text string (text string between to slashes)</td>
</tr>
<tr>
<td>w</td>
<td>write, save the file</td>
</tr>
<tr>
<td>q</td>
<td>quit the text editor</td>
</tr>
<tr>
<td>a</td>
<td>append, add line(s) of instruction(s)</td>
</tr>
<tr>
<td>i</td>
<td>insert line(s) of instruction(s)</td>
</tr>
<tr>
<td>c</td>
<td>change, replaces text of the reference line number with the new text</td>
</tr>
<tr>
<td>\f</td>
<td>terminate the commands “a”, “i”, and “c”</td>
</tr>
<tr>
<td>r</td>
<td>read contents of the referenced filename into the current file being edited (buffer). The lines are appended to the end of the buffer.</td>
</tr>
</tbody>
</table>

Below are examples of each command. When a line number or span of lines are referenced for a command, the line references precede the command. “$” represents last line

**Print Command Example:**
1,$p = print (display) on the screen contents of the file beginning with line #1 to line #$ (last line).

Example: 4,5p = print lines 4 and 5

1,$P = print with numbers identifying each line

Example: 10,$P = print lines 10 thru to the last line and provide line numbers

6  = print line #6

**Substitute Command Example:**
s/<string>/<string>/ = substitute

3s/27***/28***/ = on line #3, for every occurrence of the text string “27***”, replace it with the text string “28***”

4s/27596f// = on line #4, for every occurrence of the text string “27596f”, replace it with nothing

1,$s/current/his-pom/ = for every line, for every occurrence of the text string “current”, replace it with the text string “his-pom”
If you type a “p” or “P” at the end of the command, the results of the substitute will be listed on the screen (only the first occurrence)

**Delete Command Example:**
1,$d = delete all lines in the file.
4,5d = delete lines 4 and 5
$d = delete the last line
15d = delete line 15

*Caution*: when you delete a line, the lines below move up one line. So, if you are deleting several lines, it is best to start from the bottom and work your way up.

**Search Command Example:**
/ / = search for enter text string between slashes
/10/p = searches for the text string “10” and prints the first occurrence (entire line) on the screen
/10/P = searches for the text string “10” and prints the first occurrence on the screen along with the line number.

**Add Line Example:**
2a = add line(s) after line 2. “a” add lines of text after the referenced line number.

**Insert Line Example:**
3i = insert line(s) before line 3. “i” add lines of text before the referenced line number.
The command “2a” and “3i” have the same effect.

Figure 3-22 on the next page shows an example of the append command adding two lines of text after line #1. It is important to enter “\f" in the last line so that the append command is terminated.

![Warning]

Once an “a”, “i”, or “c” command is entered, every line entry is considered a new line to be added to the file being edited until the “\f” command is entered to terminate the “a”, “i”, or “c” command.
Append Command - Example

Contents of a select package
1   keep pe 27130f,27131f,27133f,27134f,27224f
2   add keeps

Append editor commands
1a
27219f,
27138f
\f
(terminates the append command)

Contents of the select package after the above commands are entered
1   keep pe 27130f,27131f,27133f,27134f,27224f
2   27219f,
3   27138f
4   add keeps

Must add a comma to the end of the PE string on line 1 or modified package will not work.

Figure 3-22 = Append Command Example

The resulting select package example in Figure 3-22 will not work unless you add a comma at the end of line #1– this would then include the two PEs added in lines 2 and 3.
F. Summary

Packages provide a simple way to save lists of data element values (one data element, such as PE, and numerous values, such as 27130f, 27131f, etc.) that are used over and over in various ABIDES reports. The package avoids the repetition and potential errors that would occur by having to type in long lists of data values for each new ABIDES report.

The most commonly used packages are the select and rptbrk packages.

The select package allows you to create and save a list of “keeps/deletes” and appropriations for use in various reports later on.

The rptbrk package goes beyond the select package and also includes the ability to store breaks, options, input files, and start year as well as other functions.

After creating a package, display it to ensure all the data and instructions were correctly entered.

Once a package is created and saved, it is used in an ABIDES report by selecting the report option package input {pi} when answering the prompt “WHICH OPTIONS WOULD YOU LIKE TO SPECIFY?” Specifying the package input option will cause ABIDES to prompt you for the package filename. ABIDES will then use the information in the package when creating the report.

While ABIDES provides the ability to edit a package, the process entails using UNIX text editor commands which can be tricky to master. Often it can be simpler and more straightforward to just create a new package to correct an error or change a report specification than it is to edit the existing one.
G. Practice exercises

1. You need to create a select package so you can see your Office of Primary Responsibility (OPR) money (OPR is discussed in chapter 5).
   - Create a select package
   - Functions: appns and keep/delete
   - Appropriation: 10, 14, 16, 28, a1 (Note: a1 = “a-one”)
   - Keep oac 36, 47, et (Note: et = “ET”)

2. Run a report using the package created above so you can see your OPR money, if any, in the current exercise.
   - Create a report break, terminal report
   - Options: sdd, sfys, kz, np, pi
   - Folder: current
   - File: ffp_updated_base
   - Appropriation: toa
   - No additional keeps
   - Break on: opr,pe
   - Begin in FY10
   - For 6 years

3. You want a more powerful package than a select package. Create a reportbreak package so you can see your Office of Primary Responsibility (OPR) money.
   - Create a reportbreak package
   - Functions: appns and keep/delete
   - Appropriation: 10, 14, 16, 28, a1 (Note: a1 = “a-one”)
   - Keep oac 36, 47, et (Note: et = “ET”)
   - Break on: opr, appn, pe

4. Run a report using the package created in Exercise 3 above so you can see your OPR money, if any, in the current exercise.
   - Create a report break, terminal report
   - Options: sdd, sfys, kz, np, pi
   - Folder: current
   - File: ffp_updated_base
   - Appropriation: toa
   - No additional keeps
   - Begin in FY10
   - For 6 years
H. Practice exercise answers

1. You need to create a select package so you can see your Office of Primary Responsibility (OPR) money (OPR is discussed in chapter 5).

HINTS:
- Create a select package
- Functions: appns and keep/delete
- Appropriation: 10, 14, 16, 28, a1 (Note: a1 = “a-one”)
- Keep oac 36, 47, et (Note: et = “ET”)

END OF PROGRAM: NORMAL
1 = logout
2 = previous menu
3 = run reports/create/maintain
4 = data entry
5 = create a file
6 = file maintenance
7 = run execoms/create/maintain
8 = package creation/maintenance
9 = file transfer
10 = schedule
11 = factor file update
12 = upload a file

<Date Time> : ENTER THE NUMBER CORRESPONDING TO THE OPTION TO BE EXECUTED
? 8

WHAT IS THE OFFICE SYMBOL
? general (or use your own if your office has one)

WHAT PACKAGE TYPE WOULD YOU LIKE
? select

1 = logout
2 = previous menu
3 = add packages
4 = edit packages
5 = delete packages
6 = display packages
7 = download packages
8 = upload packages
9 = print packages
10 = rename packages
PLEASE CHOOSE THE DESIRED FUNCTION
? 3

WHAT IS THE PACKAGE NAME
? oprtest

CHOOSE THE DESIRED FUNCTION(S)
? appns,keep/delete

WHAT APPROPRIATIONS ARE YOU INTERESTED IN
? 10,14,16,28,a1 (NOTE: a1="a-one")

DO YOU WANT TO 'KEEP' OR 'DELETE' ANY ITEMS
? k oac 36,47,et

DO YOU WANT TO 'KEEP' OR 'DELETE' ANY MORE ITEMS
? n

DO YOU WANT TO BE ABLE TO ADD KEEP/DELETE CRITERIA
? y

1 = logout
2 = previous menu
3 = add packages
4 = edit packages
5 = delete packages
6 = display packages
7 = download packages
8 = upload packages
9 = print packages
10 = rename packages

PLEASE CHOOSE THE DESIRED FUNCTION
? 6

WHAT PACKAGE(S) ARE TO BE DISPLAYED
? oprtest.sel

BEGIN oprtest.sel

appns 10,14,16,28,a1
keep oac 36,47,et
add keeps

END oprtest.sel
To setup for the next question, you will have to back out of the packages menus either by pressing the <enter> key three times or type in quit and press <enter>.

1 = logout
2 = previous menu
3 = add packages
4 = edit packages
5 = delete packages
6 = display packages
7 = download packages
8 = upload packages
9 = print packages
10 = rename packages

PLEASE CHOOSE THE DESIRED FUNCTION
? <enter>

WHAT PACKAGE TYPE WOULD YOU LIKE
? <enter>

WHAT IS THE OFFICE SYMBOL
? <enter>

2. Run a report using the package created above so you can see your OPR money, if any, in the current exercise.

HINTS:
- Create a report break, terminal report
- Options: sdd, sfys, kz, np, pi
- Folder: current
- File: ffp_updated_base
- Appropriation: toa
- No additional keeps
- Break on: opr,pe
- Begin in FY10
- For 6 years
END OF PROGRAM : NORMAL
1 = logout
2 = previous menu
3 = run reports/create/maintain
4 = data entry
5 = create a file
6 = file maintenance
7 = run execoms/create/maintain
8 = package creation/maintenance
9 = file transfer
10 = schedule
11 = factor file update
12 = upload a file

<Date Time> : ENTER THE NUMBER CORRESPONDING TO THE OPTION TO BE EXECUTED
? 3

1 = logout
2 = previous menu
3 = run reports
4 = download reports
5 = download microfiles
6 = delete microfiles

WHICH FUNCTION DO YOU WANT
? 3

WHICH REPORT DO YOU WANT
? rb

WHAT TYPE OF REPORT DO YOU WANT
?t

WHICH OPTIONS WOULD YOU LIKE TO SPECIFY
? sdd,sfys,pi,np

WHAT IS THE OFFICE SYMBOL WHERE YOUR PACKAGE IS STORED
? general

WHAT TYPE OF PACKAGE ARE YOU INTERESTED IN
? select

WHAT IS THE NAME OF YOUR sel PACKAGE
? opgtest.sel
WHICH TYPE(S) OF DATA FOR INPUT FILE
? current

WHICH INPUT FILE(S) FOR TYPE pb.c1
? ffp_updated_base

DO YOU WANT TO 'KEEP' OR 'DELETE' ANY MORE ITEMS
? n

WHAT DATA ELEMENTS WOULD YOU LIKE TO BREAK ON
? opr, pe

WHAT FISCAL YEAR WOULD YOU LIKE TO START WITH
? 10

HOW MANY COLUMNS DO YOU WANT?
? 6

3. You want a more powerful package than a select package. Create a reportbreak package so you can see your Office of Primary Responsibility (OPR) money.

HINTS
- Create a reportbreak package
- Functions: appns and keep/delete
- Appropriation: 10, 14, 16, 28, a1 (Note: a1 = “a-one”)
- Keep oac 36, 47, et (Note: et = “ET”)
- Break on: opr, appn, pe

END OF PROGRAM : NORMAL 2

1 = logout
2 = previous menu
3 = run reports
4 = download reports
5 = download microfiles
6 = delete microfiles

WHICH FUNCTION DO YOU WANT
? 2
END OF PROGRAM : NORMAL

1 = logout
2 = previous menu
3 = run reports/create/maintain
4 = data entry
5 = create a file
6 = file maintenance
7 = run execoms/create/maintain
8 = package creation/maintenance
9 = file transfer
10 = schedule
11 = factor file update
12 = upload a file

<Date Time> : ENTER THE NUMBER CORRESPONDING TO THE OPTION TO BE EXECUTED
? 8

WHAT IS THE OFFICE SYMBOL
? general

WHAT PACKAGE TYPE WOULD YOU LIKE
? rptbrk

1 = logout
2 = previous menu
3 = add packages
4 = edit packages
5 = delete packages
6 = display packages
7 = download packages
8 = upload packages
9 = print packages
10 = rename packages

PLEASE CHOOSE THE DESIRED FUNCTION
? 3

WHAT IS THE PACKAGE NAME
? oacrbkeep

CHOOSE THE DESIRED FUNCTION(S)
? appns,keep/delete,breaks

WHAT APPROPRIATIONS ARE YOU INTERESTED IN
? 10,14,16,28,a1 (NOTE: a1="a-one")
DO YOU WANT TO 'KEEP' OR 'DELETE' ANY ITEMS
? k oac 36,47,et

DO YOU WANT TO 'KEEP' OR 'DELETE' ANY MORE ITEMS
? n

DO YOU WANT TO BE ABLE TO ADD KEEP/DELETE CRITERIA
? y

WHAT DATA ELEMENTS WOULD YOU LIKE TO BREAK ON
? opr,appn,pe

1 = logout
2 = previous menu
3 = add packages
4 = edit packages
5 = delete packages
6 = display packages
7 = download packages
8 = upload packages
9 = print packages
10 = rename packages

PLEASE CHOOSE THE DESIRED FUNCTION
? 6

WHAT PACKAGE(S) ARE TO BE DISPLAYED
? oacrkeep.rbk

BEGIN oacrkeep.rbk

appns 10,14,16,28,a1
keep oac 36,47,et
breaks oac,appn,pe
add keeps

END oacrkeep.rbk
To setup for the next question, you will have to back out of the packages menus either by pressing the <enter> key three times or type in quit and press <enter>

1 = logout  
2 = previous menu  
3 = add packages  
4 = edit packages  
5 = delete packages  
6 = display packages  
7 = download packages  
8 = upload packages  
9 = print packages  
10 = rename packages  

PLEASE CHOOSE THE DESIRED FUNCTION  
? <enter>

WHAT PACKAGE TYPE WOULD YOU LIKE  
? <enter>

WHAT IS THE OFFICE SYMBOL  
? <enter>

4. Run a report using the package created in Exercise 3 above so you can see your OPR money, if any, in the current exercise.

HINTS  
- Create a report break, terminal report  
- Options: sdd, sfys, kz, np, pi  
- Folder: current  
- File: ffp_updated_base  
- Appropriation: toa  
- No additional keeps  
- Begin in FY10  
- For 6 years
END OF PROGRAM: NORMAL

1 = logout
2 = previous menu
3 = run reports/create/maintain
4 = data entry
5 = create a file
6 = file maintenance
7 = run execoms/create/maintain
8 = package creation/maintenance
9 = file transfer
10 = schedule
11 = factor file update
12 = upload a file

<Date Time>: ENTER THE NUMBER CORRESPONDING TO THE OPTION TO BE EXECUTED
? 3

1 = logout
2 = previous menu
3 = run reports
4 = download reports
5 = download microfiles
6 = delete microfiles

WHICH FUNCTION DO YOU WANT
? 3

WHICH REPORT DO YOU WANT
? rb

WHAT TYPE OF REPORT DO YOU WANT
? t

WHICH OPTIONS WOULD YOU LIKE TO SPECIFY
? sdd,sfys,pi,np

WHAT IS THE OFFICE SYMBOL WHERE YOUR PACKAGE IS STORED
? general

WHAT TYPE OF PACKAGE ARE YOU INTERESTED IN
? rptbrk

WHAT IS THE NAME OF YOUR rbk PACKAGE
? oackeep.rbk
WHICH TYPE(S) OF DATA FOR INPUT FILE
? current

WHICH INPUT FILE(S) FOR TYPE pb.c1
? ffp_updated_base

DO YOU WANT TO 'KEEP' OR 'DELETE' ANY MORE ITEMS
? n

WHAT FISCAL YEAR WOULD YOU LIKE TO START WITH
? 10

HOW MANY COLUMNS DO YOU WANT?
? 6
CHAPTER 4: Prior years, pfy, and rgd

OBJECTIVE: Understand the historical data contained in the prior years of an exercise database file along with the prior fiscal year (pfy) and real growth data (rgd) database files and to know how to create an ABIDES report using pfy and rgd data.

A. Current exercise database file – Data in the years prior to the future years defense program (FYDP)
B. Prior Fiscal Year (pfy)
C. Real Growth Data (rgd)
D. Creating pfy and rgd reports
E. Summary
F. Practice exercises
G. Practice exercises answers

Purpose

This section will discuss additional historical database files and will provide an understanding of data in all the years of a current exercise database file. Prior years’ data in a current exercise database file will be explained first in section A. Pfy and rgd data will be explained in sections B and C, respectively.
A. Current exercise database files (prior years)

When programmers run reports, they usually concentrate on the FYDP years because that is where all their programming issues are being worked in the PPBE process. For example, the focus for the FY10PBR (combined POM/BES) and FY10PB is the FYDP period of FY10-15 (Figure 4-1).

The FY10PBR and PB databases also contain data from prior years. Current SAF/FMB guidance is to maintain five prior years of data before the FYDP for an even (“on year”) exercise and six years of data for an odd (“off year”) exercise. For example, the FY10 PBR and PB exercises will each contain five years of prior data (FY05-FY09).

What’s in the prior years?

What does FY09 and earlier data represent in all FY10 database files? The answer to this question is in two parts:

a) The FY05-08 data reflects updates for execution. The updates are for: not yet obligated (uncommitted and committed) and gross obligations, which include total obligations in various stages (e.g. paid bills, unpaid bills, obligated but not billed yet). Furthermore, as the years go by, most of the budget authority gets obligated and then more of the gross obligations become paid bills.

b) The FY09 column of the FY10 PB database contains the Congressionally appropriated amount for FY09 (Figure 4-2).
Recall that a PB exercise occurs from Aug – Dec/Jan and that the final PB position is submitted to Congress the first week in February. During the Fall of 2008 when the FY10-15 FYDP (FY10 PB) will be adjusted for PDMs and PBDs, Congress will enact and the President will sign the FY09 Appropriations Bill into Law. Since the FY10PB database will be the current exercise file at that time, the appropriated amount for FY09 will be loaded into the FY10PB database file.

To compare what was appropriated for FY09 versus the requested amount, you would retrieve the appropriated amount from the FY10PB database file and the corresponding requested amount from the FY09PB database file using the compare break function. See Chapter 1 on how to run a compare break report.

In summary, for a PB exercise database, the year immediately prior to the current PB exercise year contains the actual appropriated amount for the previous year. The other four or five years of prior data depending on whether it is an even or odd year exercise represent amounts updated to reflect actual execution status. As the years go by, more and more of the budget authority gets obligated and, consequently, more of the gross obligations become paid bills.
B. Prior fiscal year (pfy)

In reviewing a program element or a program during an exercise, a PEM may need to understand what has happened to his PE or program resources in the past. In Section A, we learned that exercise databases contain five or six years of data prior to the FYDP depending on whether it is an even or odd year exercise.

Sometimes, the PEM needs an even longer view of prior years data and that is where the prior fiscal year folder comes into play. In the pfy folder, the \texttt{ffp\_updated\_base} file is the only file of interest. This file contains dollars, manpower, and force structure/flying hours information from FY62 to the year prior to the first year of the current exercise database file. Therefore for the FY10 exercise, the \texttt{ffp\_updated\_base} file in the \texttt{pfy} folder contains data from FY62-04 (Figure 4-3 below).

Expenditures are the actual amount of dollars paid out for services, supplies, etc. However, some of the later years in the pfy \texttt{ffp\_updated\_base} file may not be final expenditures because some appropriations (like MILCON) take numerous years to obligate and then outlay (that is, write the check). Even after the outlay occurs, there may be a time lag to finally see the occurrence show up in ABIDES (depending on when the tape shows up from DFAS).

As with the prior years’ data for exercise databases, these later years’ expenditures are gross obligations – the total dollar amount is a combination of dollars in the different phases of execution: amount paid, amount billed/not paid yet, obligated/not billed, and
yet to be obligated.

Since the first year of a current exercise database does not overlap with the pfy database file, you can combine the pfy folder file and the current pointer folder exercise file into a single report. Thus, you would be able to see a total resource display from FY62-15 (FY62-04 data from pfy data and FY05-15 data from current).

The file in the pfy folder has a FY7T column which was the time period between FY76 and FY77. FY7T contains one quarter of data (1 Jul 76 – 30 Sep 76) and was created when the start of the federal government’s fiscal year transitioned from 1 July to 1 October. This column was created to preclude either FY76 or FY77 from containing five quarters of data.

Why use pfy?

By downloading pfy information (using a microfile) into MS Excel and then creating a graph, you can get an idea of the funding trend for a particular PE or program. As indicated in Figure 4-4 below, a steadily increasing trend line is a sign of solid funding and support for the PE or program.

![Figure 4-4 = Increasing Funding (Good trend)](image-url)
Conversely, a steadily decreasing trend line can be an indication of a PE or program in its final years or it could represent serious financial trouble (Fig 4-5 below).

![Graph showing declining funding](image1)

**Figure 4-5 = Declining Funding (Potentially bad trend)**

A trend line characterized by a series of peaks and valleys can be a dangerous trend which indicates that a PE or program is routinely raided to fund offsets or is a victim of a database error (Fig 4-6 below). Either way, this dangerous trend should be investigated further by carefully examining historical exercise files for anomalies or errors.

![Graph showing peaks and valleys](image2)

**Figure 4-6 = Peaks and Valleys (Dangerous trend)**
C. Real growth data (rgd)

********** The RGD function is in the process of being updated for use at this time. Content information below of what RGD does is accurate, however, how you will access and who will have access to RGD may change. **********

Occasionally, the PEM may find it necessary to compare resource amounts from past years with present or future amounts to understand how purchasing power has changed over the years.

The rgd folder contains both historical and current data. Rgd data spans from FY62 through the current POM/BES/PB years. The files in the rgd folder are represented in constant year dollars (CY$), which reflect the value of a dollar relative to a specific year (i.e., takes out the effects of inflation). Rgd files are derived from the ffp_updated_base file in pfy and from the ffp_updated_base file in the current exercise. The conversion of rgd data is based on appropriation/commodity (procurement, civilian pay, fuel, etc.) specific deflators supplied by SAF/FMC for a specific base year.

Rgd files are extremely useful in determining real growth or real decline trends in defense spending.

\[
\text{rgd} = \text{Real Growth Data}
\]

- Data from FY62 thru current FYDP
  - Beginning with FY05 PB, rgd files only contain the last 9 years of data
- Constant dollar = base year dollar
  - Takes out the effects of inflation to show actual purchasing power of the dollar
- Only TOA
- Also has FY7T
- Why use? Let’s you know if purchasing power increased or decreased

\[
\begin{align*}
\text{pfy} & \rightarrow \text{rgd} \\
\text{Good rgd glide path: Purchasing power increasing with inflation} \\
\text{pfy} & \rightarrow \text{rgd} \\
\text{Bad rgd glide path: Purchasing power decreasing against inflation}
\end{align*}
\]

Beginning with the FY05 PB, however, rgd files contain only a little amount of historical data. FY05 contains nine total years of data (4 years of prior years and 5 years of FYDP information) and FY06-09 contain eleven total years of data (5 years of prior years data in even years and 6 years of prior years data in odd years) See Figure 4-8 on the following page.
If the rgd folder does not contain the specific constant year/base year file needed, request SAF/FM to create it.
Why use rgd?

By comparing graphs of the same data from pfy plus the current exercise with rgd databases it is possible to analyze program funding relative to inflation. There are three possible situations that a PE or program can find itself in relative to inflation. The first situation (Figure 4-9 below) depicts funding for a PE or program that is holding its own relative to the rate of inflation. Purchasing power is steady since the rgd line is level. This is a good indication of support for the PE or program.

The second situation (Figure 4-10 below) depicts funding for a PE or program that is gaining in purchasing power even as inflation increases. Purchasing power is increasing because the rgd line is sloping upward. This is a great trend and a sure indication that the PE or program is receiving abundant support and priority.
The final situation (Figure 4-11 below), depicts funding for a PE or program that is decreasing in purchasing power as inflation increases. Purchasing power is decreasing since the rgd line is sloping downward. So, even if the overall funding is growing (pfy line trending upward) the purchasing power can be decreasing. This could represent a PE or program that is in its final years or one that is experiencing some financial trouble. Either way as the PE or program advocate, it is the PEM’s responsibility to dig into it and find out what is going on.

Figure 4-11 = Losing Purchasing Power (Troubling trend)
D. Creating pfy and rgd reports

Step 1. Login to ABIDES.

Step 2. The following menu appears (Figure 4-12).

Step 3. Choose F&FP System menu option (Figure 4-12).

Step 4. The following menu appears (Figure 4-13).

Step 5. Choose run reports/create/maintain option (Figure 4-13).
Step 6. The following menu appears (Figure 4-14).

![Run Reports/ Create/ Maintain Menu](image)

Step 7. Choose **run reports** (Figure 4-14).

Step 8. ABIDES prompts “WHICH REPORT DO YOU WANT?” Type in “m” for menu and press enter. The following menu appears (Figure 4-15).

![Which Report Do You Want Menu](image)

Step 9. Choose the **rptbrk {rb}** option (Figure 4-15).
Step 10. ABIDES prompts “WHAT TYPE OF REPORT DO YOU WANT?” Type in “m” for menu and press enter. The following menu appears (Figure 4-16).

```
WHAT TYPE OF REPORT DO YOU WANT

1 = logout
2 = previous menu
3 = terminal {t}
4 = print {p}
5 = report file {rf}
6 = micro file {mf}

PLEASE SELECT THE DESIRED OPTION
? 3
```

Step 11. Choose the terminal {t} option (Figure 4-16).

The terminal {t} report is good for initially verifying data and format selection, however, much of the time you will choose the report file {rf} or the microfile {mf} option instead. The microfile report is particularly well-suited for analyzing and graphing pfy and rgd data.
Step 12. ABIDES prompts “WHICH OPTIONS WOULD YOU LIKE TO SPECIFY?” Type in “m” for menu and press enter. The following menu appears (Figure 4-17).

![WHICH OPTIONS WOULD YOU LIKE TO SPECIFY](image)

Figure 4-17 = Which Options Would You Like to Specify Menu

Step 13. Choose the select fy span {sfys} and suppress default details {sdd} options (Figure 4-17).

Step 14. ABIDES prompts “WHICH TYPE(S) OF DATA FOR INPUT FILE?” Type in “m” for menu and press enter. The following menu appears (Figure 4-18).

![WHICH TYPE(S) OF DATA FOR INPUT FILE](image)

Figure 4-18 = Which Type(s) of Data for Input File Menu
Step 15. Choose **pfy** to see prior fiscal year data (Step 16) or choose **rgd** to view real growth data (Step 18).

Step 16. If you chose the option **pfy** in Figure 4-18, ABIDES prompts “WHICH INPUT FILE(S) FOR TYPE pfy?” Type in “m” for menu and press enter to display the following screen (Figure 4-19).

```
Which Input File(s) for Type pfy

1 = Logout
2 = Previous Menu
3 = +dbryson_1
4 = dbryson_1
5 = ffp_updated_base
6 = ffp_updated_base_jun15
: : 
15 = pfy_upbase_old
```

Figure 4-19 = Which Input File(s) for Type pfy Menu

Step 17. Choose **ffp_updated_base**.
Step 18. If you chose the option **rgd** in Figure 4-18, ABIDES prompts “WHICH INPUT FILE(S) FOR TYPE rgd?” Type in “m” for menu and press enter to display the following screen (Figure 4-20). **Note:** If your screen looks different than Figure 4-20, that is ok. FMB is updating the way to access rgd data.

**Figure 4-20 = Which Input File(s) for Type rgd**

<p>| | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Logout</td>
<td>20 = 01pb_03base</td>
</tr>
<tr>
<td>2</td>
<td>Previous Menu</td>
<td>21 = 01pb_90base</td>
</tr>
<tr>
<td>3</td>
<td>00bes_00base</td>
<td>22 = 01pb_99base</td>
</tr>
<tr>
<td>4</td>
<td>00bes_99base</td>
<td>23 = 01pb_99base</td>
</tr>
<tr>
<td>5</td>
<td>00pb_00base</td>
<td>24 = 02bes_00base</td>
</tr>
<tr>
<td>6</td>
<td>00pb_01base</td>
<td>25 = 02bes_01base</td>
</tr>
<tr>
<td></td>
<td></td>
<td>19 = 01pb_02base</td>
</tr>
<tr>
<td></td>
<td></td>
<td>38 = 02pb_clinton_01base</td>
</tr>
<tr>
<td></td>
<td></td>
<td>57 = 04pbr1_03base</td>
</tr>
<tr>
<td></td>
<td>Type “more” (or “m”) to see more of the menu</td>
<td></td>
</tr>
<tr>
<td></td>
<td>PLEASE SELECT THE DESIRED OPTION (s) (use commas to separate)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>? m</td>
<td></td>
</tr>
<tr>
<td></td>
<td>58 = 04pbr1_04base</td>
<td></td>
</tr>
<tr>
<td></td>
<td>59 = 04pbr2_03base</td>
<td></td>
</tr>
<tr>
<td></td>
<td>60 = 04pbr2_04base</td>
<td></td>
</tr>
<tr>
<td></td>
<td>61 = 04pbr3_03base</td>
<td></td>
</tr>
<tr>
<td></td>
<td>62 = 04pbr3_04base</td>
<td></td>
</tr>
<tr>
<td></td>
<td>etc.</td>
<td></td>
</tr>
</tbody>
</table>

Step 19. Choose whatever file you need.

Step 20. Complete the report by responding to the remaining ABIDES prompts in sequence. **Note:** Responses provided are suggestions only and may need to be modified to meet your particular needs or interests:

WHAT APPROPRIATIONS ARE YOU INTERESTED IN
? **toa**

DO YOU WANT TO ‘KEEP’ OR ‘DELETE’ ANY ITEMS
? **n**

WHAT DATA ELEMENTS WOULD YOU LIKE TO BREAK ON
? **pe**

WHAT FISCAL YEAR WOULD YOU LIKE TO START WITH
? **10**

HOW MANY COLUMNS DO YOU WANT
? **6**
E. Summary

ABIDES contains an abundance of data PEMs need to both analyze and understand concerning the resourcing trends of their program or program element.

- **Prior years data** of current exercises provides the PEM insight into the immediate funding past/program execution as well as Congressional mark-ups (President’s budget only).

- **Pfy data** allows the PEM to analyze historical and long-term trends for all resources: funding, forces/equipment, and manpower. Funding is in then year dollars (inflation included).

- **Rgd data** gives the PEM information about historical and long-term purchasing power trends of his program’s or program element’s resourcing. Funding is in constant year dollars (inflation factored out).

 Appropriately analyzed and displayed, this information enables PEM’s to convey to senior decision makers the short or long-term consequences of resource allocation decisions under consideration.
F. Practice exercises

1. You need to do some historical analysis on the FB-111. You know it existed in the 1980s.
   - Create a report file (rf) report
   - Options: sdd, sfys, np
   - Folder: pfy
   - File: ffp_updated_base
   - Appropriation: Forces PAA (menu #3 is Forces – appn 01)
   - Keep wsc b11af
   - Break on wsc, pe
   - Begin in FY80
   - For 15 years

2. You need to do some historical analysis by pulling the 02 Clinton PB in 03 base year dollars.
   - Create a microfile (mf) report
   - options: none
   - Folder: rgd
   - File: 02pb_clinton_03base
   - appn: toa
   - with no filter (no keeps/deletes)
   - break on pe
   - Begin in FY02
   - For 6 years
G. Practice exercise answers

1. You need to do some historical analysis on the FB-111. You know it existed in the 1980s.

HINTS:
- Folder: pfy
- File: ffp_updated_base
- Keep wsc b111af
- Break on wsc, pe
- Begin in FY80
- For 15 years

DO YOU WANT TO RUN ANOTHER REPORT
? n
1 = logout
2 = previous menu
3 = run reports
4 = download reports
5 = download microfiles
6 = delete microfiles

WHICH FUNCTION DO YOU WANT
? 3

WHICH REPORT DO YOU WANT
? rb

WHAT TYPE OF REPORT DO YOU WANT
? t

WHICH OPTIONS WOULD YOU LIKE TO SPECIFY
? sdd, sfys, np

WHICH TYPES(S) OF DATA FOR INPUT FILE
? pfy

WHICH INPUT FILE(S) FOR TYPE pb.c1
? ffp_updated_base

WHAT APPROPRIATIONS ARE YOU INTERESTED IN
? 01

DO YOU WANT TO ‘KEEP’ OR ‘DELETE’ ANY ITEMS
? k wsc b111af
DO YOU WANT TO ‘KEEP’ OR ‘DELETE’ ANY MORE ITEMS?
? n

WHAT DATA ELEMENTS WOULD YOU LIKE TO BREAK ON?
? wsc, pe

WHAT FISCAL YEAR WOULD YOU LIKE TO START WITH?
? 80

HOW MANY COLUMNS DO YOU WANT?
? 15

2. You need to do some historical analysis by pulling the 02 Clinton PB in 03 base year dollars.

HINTS:

• Folder: rgd
• File: 02pb_clinton_03base
• Break on pe

DO YOU WANT TO RUN ANOTHER REPORT?
? n
1 = logout
2 = previous menu
3 = run reports
4 = download reports
5 = download microfiles
6 = delete microfiles

WHICH FUNCTION DO YOU WANT?
? 3

WHICH REPORT DO YOU WANT?
? rb

WHAT TYPE OF REPORT DO YOU WANT?
? t

WHICH OPTIONS WOULD YOU LIKE TO SPECIFY?
? sdd, sfys, np

WHICH TYPES(S) OF DATA FOR INPUT FILE?
? rgd

WHICH INPUT FILE(S) FOR TYPE pb.c1
WHAT APPROPRIATIONS ARE YOU INTERESTED IN

DO YOU WANT TO ‘KEEP’ OR ‘DELETE’ ANY ITEMS

WHAT DATA ELEMENTS WOULD YOU LIKE TO BREAK ON

WHAT FISCAL YEAR WOULD YOU LIKE TO START WITH

HOW MANY COLUMNS DO YOU WANT
CHAPTER 5: The OPR Concept

OBJECTIVE: Understand the OPR concept.

A. Becoming familiar with the OPR concept
B. Running an OPR report
C. Summary
D. Practice exercises and answers

Purpose

OPR is the acronym for Office of Primary Responsibility. The OPR concept is designed to give Headquarters, Air Force (HAF) greater purchasing power and other benefits of economies of scale by consolidating major investment purchases. In addition, the OPR concept provides HAF a single point of contact with vendors to negotiate price and contract terms, as well as, track purchase details such as delivery dates, cost and price stability, etc.

A. Becoming familiar with the OPR concept

Under the OPR concept, Air Force Materiel Command (AFMC) is responsible for making all large investment purchases on behalf of the rest of the major commands (MAJCOMs) in appropriations 10, 14, 16, 28, and a1. The other MAJCOMs, however, retain programming responsibility for appropriations 10, 14, 16, 28 and a1. Therefore, a MAJCOM’s total TOA is the combination of its regular TOA plus the OPR TOA which are funds spent by AFMC on its behalf.
Figure 5-1 summarizes the OPR concept: MACJOM programmers plan and program for capital expenses in appropriations 10, 14, 16, 28, and a1 while AFMC (OACs 36, 47, and et) spends the funds to actually purchase the capital equipment.
Figure 5-2 (below) lists specific examples of OPR funding allocations: Of the total $33.0 billion AFMC has in procurement funds it must spend $30.3 billion to purchase capital equipment for Air Combat Command, Air Mobility Command, Air Education and Training Command, and others. The center column shows a selection of the MAJCOMS for which AFMC manages procurement transactions: $14.1B for ACC’s purchase of F/A-22, F-16, and Joint Strike Fighter aircraft and maintenance services; $5.1B for AMC’s purchase of C-17, C-130J, and KC-135 aircraft and maintenance services; and $0.5B for AETC’s purchase of JPAT and T-38 aircraft and maintenance services for a total of $19.7B. AFMC will spend the remaining $10.6B to purchase equipment for other MAJCOMs.
B. Running an OPR report

Step 1. Login to ABIDES.

Step 2. The following menu appears (Figure 5-3).

Step 3. Choose **F&FP System** menu option (Figure 5-3).
Step 4. The following menu appears (Figure 5-4).

![F&FP System (Menu)](image)

Step 5. Choose run reports/create/maintain option (Figure 5-4).

Step 6. The following menu appears (Figure 5-5).

![RUN REPORTS/ CREATE/ MAINTAIN](image)

Step 7. Choose run reports (Figure 5-5).
Step 8. ABIDES prompts “WHICH REPORT DO YOU WANT?” Type in “m” for menu and press enter. The following menu appears (Figure 5-6).

![Figure 5-6 = Which Report Do You Want Menu]

Step 9. Choose the \texttt{rptbrk \{rb\}} option (Figure 5-6).

Step 10. ABIDES prompts “WHAT TYPE OF REPORT DO YOU WANT?” Type in “m” for menu and press enter. The following menu appears (Figure 5-7).

![Figure 5-7 = What Type Of Report Do You Want Menu]
Step 11. Choose the **terminal** \{t\} option (Figure 5-7).

Most of the time, you will choose the **report file** \{rf\} or the **microfile** \{mf\} option instead of **terminal** \{t\}.

Step 12. ABIDES prompts “**WHICH OPTIONS WOULD YOU LIKE TO SPECIFY?**” Type in “m” for menu and press enter. The following menu appears (Figure 5-8).

![WHICH OPTIONS WOULD YOU LIKE TO SPECIFY](image)

- **6 = select fy span** \{sfys\} \{fys\}
- **9 = data precision** \{dp\}
- **10 = page break** \{pb\}
- **11 = suppress data** \{sd\}
- **12 = report titles** \{rt\}
- **13 = additional data elements** \{ade\}
- **14 = value suppress** \{vs\}
- **15 = negative data only** \{nd\}
- **16 = positive data only** \{pd\}
- **17 = detail totals** \{dt\}
- **18 = column formula input** \{cf\}
- **19 = formula input** \{fi\}
- **20 = no pagination** \{np\}
- **21 = report line numbers** \{rln\}
- **22 = suppress break totals** \{dbt\}
- **23 = break headers** \{bh\}
- **24 = expand abbreviations** \{ea\}
- **25 = set remark length** \{rl\}
- **26 = suppress data element** \{ede\}
- **27 = suppress data titles** \{sdt\}
- **28 = suppress grand totals** \{sgt\}
- **29 = suppress default details** \{sdd\}
- **30 = detail tot select suppress** \{dst\}
- **31 = detail tot suppress totals** \{dtt\}
- **32 = proc annex above the line** \{pal\}
- **33 = no top underline** \{nu\}
- **34 = no record aggregation** \{nag\}
- **35 = percentage formulas** \{pf\}
- **36 = keep zero records** \{kz\}
- **37 = suppress data name** \{sdn\}
- **38 = break headers total** \{bht\}

**Figure 5-8 = Which Options Would You Like to Specify Menu**

Step 13. Choose the **select fy span**, \{sfys\}, **suppress default details** \{sdd\}, and **no pagination** \{np\} options (Figure 5-8).
Step 14. ABIDES prompts “WHAT TYPE(S) OF DATA FOR INPUT FILE?” Type in “m” for menu and press enter. The following menu appears (Figure 5-9).

**WHICH TYPE(S) OF DATA FOR INPUT FILE**

<p>| | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>logout</td>
<td>20</td>
</tr>
<tr>
<td>2</td>
<td>previous menu</td>
<td>21</td>
</tr>
<tr>
<td>3</td>
<td>current</td>
<td>22</td>
</tr>
<tr>
<td>4</td>
<td>admin</td>
<td>23</td>
</tr>
<tr>
<td>5</td>
<td>annex</td>
<td>24</td>
</tr>
<tr>
<td>6</td>
<td>contot</td>
<td>25</td>
</tr>
<tr>
<td>7</td>
<td>contot.de</td>
<td>26</td>
</tr>
<tr>
<td>8</td>
<td>d22</td>
<td>27</td>
</tr>
<tr>
<td>9</td>
<td>d22.de</td>
<td>28</td>
</tr>
<tr>
<td>10</td>
<td>factors</td>
<td>29</td>
</tr>
<tr>
<td>11</td>
<td>fly</td>
<td>30</td>
</tr>
<tr>
<td>12</td>
<td>fly.de</td>
<td>31</td>
</tr>
<tr>
<td>13</td>
<td>flyhrs</td>
<td>32</td>
</tr>
<tr>
<td>14</td>
<td>flyhrs.de</td>
<td>33</td>
</tr>
<tr>
<td>15</td>
<td>fmbo.cost</td>
<td>34</td>
</tr>
<tr>
<td>16</td>
<td>fmbo.de</td>
<td>35</td>
</tr>
<tr>
<td>17</td>
<td>fmbo</td>
<td>36</td>
</tr>
<tr>
<td>18</td>
<td>gwot</td>
<td>37</td>
</tr>
<tr>
<td>19</td>
<td>gwot.de</td>
<td>38</td>
</tr>
<tr>
<td>20</td>
<td>his-op5</td>
<td>39</td>
</tr>
<tr>
<td>21</td>
<td>his-opt</td>
<td>40</td>
</tr>
<tr>
<td>22</td>
<td>his-prg</td>
<td>41</td>
</tr>
<tr>
<td>23</td>
<td>his_ftn</td>
<td>42</td>
</tr>
<tr>
<td>24</td>
<td>history</td>
<td>43</td>
</tr>
<tr>
<td>25</td>
<td>mnpwr</td>
<td>44</td>
</tr>
<tr>
<td>26</td>
<td>mnpwr.de</td>
<td>45</td>
</tr>
<tr>
<td>27</td>
<td>op5</td>
<td>46</td>
</tr>
<tr>
<td>28</td>
<td>options</td>
<td>47</td>
</tr>
<tr>
<td>29</td>
<td>options.de</td>
<td>48</td>
</tr>
<tr>
<td>30</td>
<td>pb.c1</td>
<td>49</td>
</tr>
<tr>
<td>31</td>
<td>pb.c1.de</td>
<td>50</td>
</tr>
<tr>
<td>32</td>
<td>pb.c2</td>
<td>51</td>
</tr>
<tr>
<td>33</td>
<td>pb.c2.de</td>
<td>52</td>
</tr>
<tr>
<td>34</td>
<td>pb.c3</td>
<td>53</td>
</tr>
<tr>
<td>35</td>
<td>pb.c3.de</td>
<td>54</td>
</tr>
<tr>
<td>36</td>
<td>pbr.r0</td>
<td></td>
</tr>
<tr>
<td>37</td>
<td>pbr.r0.de</td>
<td></td>
</tr>
<tr>
<td>38</td>
<td>pbr.r1</td>
<td></td>
</tr>
</tbody>
</table>

Type "more" or "m" to see more of the menu
PLEASE SELECT THE DESIRED OPTION(S) [use commas to separate]

Figure 5-9 = Which Type(s) Of Data for Input File Menu

Step 15. Choose the current option (Figure 5-9).
Step 16. ABIDES prompts “WHICH INPUT FILE(S) FOR TYPE <exercise folder>?” Type in “m” for menu and press enter. The following menu appears (Figure 5-10).

```
WHICH INPUT FILE(S) FOR TYPE <exercise folder>  
“current”

1 = Logout  20 = almahone_10  39 = amcdowel_3
2 = Previous Menu  21 = almahone_11  40 = amcdowel_4
3 = 012E_Base  22 = almahone_12  41 = amcdowel_5

Type “more” (or “m”) to see more of the menu
PLEASE SELECT THE DESIRED OPTION(S) [use commas to separate]

? m

117 = ffp_baseline  136 = jjohnsto_9  155 = jmrechte_25
118 = ffp_change  137 = jlu_8  156 = jmrechte_3
119 = ffp_change_save  138 = jmrechte_1  157 = jmrechte_4
120 = ffp_daily  139 = jmrechte_10  158 = jmrechte_5
121 = ffp_daily_save  140 = jmrechte_11  159 = jmrechte_6
122 = ffp_updated_base  141 = jmrechte_12  160 = jmrechte_7

Type “more” or “m” to see more of the menu
PLEASE SELECT THE DESIRED OPTION(S) [use commas to separate]

? 122
```

Figure 5-10 = Which Input File(s) ForType <exercise folder> Menu

Step 17. Choose the ffp_updated_base option (Figure 5-10).
Step 18. ABIDES prompts “WHAT APPROPRIATIONS ARE YOU INTERESTED IN?” (Figure 5-11). Do not type in “m” for menu. Instead, type in: **10, 14, 16, 28, a1** at the “WHAT APPROPRIATIONS ARE YOU INTERESTED IN?” prompt.

![OPR Data Entry Questions](image)

**OPR Data Entry Questions**

WHAT APPROPRIATIONS ARE YOU INTERESTED IN
appn 10, 14, 16, 28, a1

DO YOU WANT TO ‘KEEP’ OR ‘DELETE’ ANY ITEMS
keep oac 36,47,et

WHAT DATA ELEMENTS WOULD YOU LIKE TO BREAK ON
opr, pe

**OPR break will only work when you use:**
appns 10,14,16,28,a1 and keep oac’s 36,47,et

Figure 5-11 = Consolidated OPR Data Entry Questions Menu

Step 19. ABIDES prompts “DO YOU WANT TO ‘KEEP’ OR ‘DELETE’ ANY ITEMS?” (Figure 5-11). Type in: **keep oac 36, 47, et**.

Step 20. ABIDES prompts “WHAT DATA ELEMENTS WOULD YOU LIKE TO BREAK ON?” (Figure 5-11). Type in: **opr, pe**.
Step 21. ABIDES prompts “WHAT FISCAL YEAR WOULD YOU LIKE TO START WITH?” Type in “m” for menu and press enter. The following menu appears (Figure 5-12).

![WHAT FISCAL YEAR WOULD YOU LIKE TO START WITH](image)

**Figure 5-12 = What Fiscal Year Would You Like to Start With Menu**

Type "more" or "m" to see more of the menu
PLEASE SELECT THE DESIRED OPTION

<p>| | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>logout</td>
<td>20</td>
</tr>
<tr>
<td>2</td>
<td>previous menu</td>
<td>21</td>
</tr>
<tr>
<td>3</td>
<td>FY61 (61)</td>
<td>22</td>
</tr>
<tr>
<td>4</td>
<td>FY62 (62)</td>
<td>23</td>
</tr>
<tr>
<td>5</td>
<td>FY63 (63)</td>
<td>24</td>
</tr>
<tr>
<td>6</td>
<td>FY64 (64)</td>
<td>25</td>
</tr>
<tr>
<td>7</td>
<td>FY65 (65)</td>
<td>26</td>
</tr>
<tr>
<td>8</td>
<td>FY66 (66)</td>
<td>27</td>
</tr>
<tr>
<td>9</td>
<td>FY67 (67)</td>
<td>28</td>
</tr>
<tr>
<td>10</td>
<td>FY68 (68)</td>
<td>29</td>
</tr>
<tr>
<td>11</td>
<td>FY69 (69)</td>
<td>30</td>
</tr>
<tr>
<td>12</td>
<td>FY70 (70)</td>
<td>31</td>
</tr>
<tr>
<td>13</td>
<td>FY71 (71)</td>
<td>32</td>
</tr>
<tr>
<td>14</td>
<td>FY72 (72)</td>
<td>33</td>
</tr>
<tr>
<td>15</td>
<td>FY73 (73)</td>
<td>34</td>
</tr>
<tr>
<td>16</td>
<td>FY74 (74)</td>
<td>35</td>
</tr>
<tr>
<td>17</td>
<td>FY75 (75)</td>
<td>36</td>
</tr>
<tr>
<td>18</td>
<td>FY76 (76)</td>
<td>37</td>
</tr>
<tr>
<td>19</td>
<td>FY77 (77)</td>
<td>38</td>
</tr>
</tbody>
</table>

Type "more" or "m" to see more of the menu
PLEASE SELECT THE DESIRED OPTION

Step 23. Type in **52**.

Step 24. ABIDES prompts, “HOW MANY COLUMNS DO YOU WANT?” (Figure 5-12). Type in **6**.

Example OPR data is found in Figure 5-13 on the following page.
Why Use OPR?

MAJCOM's will want to use the OPR break because a significant amount of their money may be in OPR money. OPR money is not reflected in regular TOA. So, a MAJCOM's total TOA is the combination of its regular TOA plus OPR TOA.

C. Summary

Under the OPR concept, Air Force Materiel Command (AFMC) is responsible for making all large investment purchases on behalf of the rest of the MAJCOMs in appropriations 10, 14, 16, 28, and a1. The other MAJCOMs, however, retain programming responsibility for appropriations 10, 14, 16, 28 and a1. Therefore, a MAJCOM's total TOA is the combination of its regular TOA plus the OPR TOA which are funds spent by AFMC on its behalf.

OPR benefits the Air Force by providing greater purchasing power through the consolidation of major investment purchases and it simplifies record keeping.

D. Practice exercises and answers

Checking OPR money is most easily accomplished through the use of packages. In Chapter 3, Packages, Section G, Practice exercises use questions 3 and 4. Answers may be found in Chapter 3, Packages, Section H, Practice exercise answers.
App A, Editor Commands

**Begin editing**
\r <filename>  ex (r myexcom.x) This will read the contents of file myexcom.x into the buffer to begin editing

**Listing records**
1, $P This will list all lines with an assigned line number. In this case, line 1.

**Adding new records**
15a This will add lines after line number 15. Type in lines to add using the enter key after each line. After all lines have been entered, enter a\f (backslash f) and hit enter key. This will take you out of the add mode.

**Changing a record**
15c This will change the data on line 15 only. Enter a\f (backslash f) to exit the change mode.

**Substituting old data**
15s/old/new/p This will substitute the old data with new data on line 15.

**Deleting a record**
15d This will delete line 15.

**Writing changed file**
w This will write the execom back to disk.

**List of request:**
The following is a list of the requests available. The default address is inside the "[]" pair at the beginning of the explanation. If nothing is there, there is no address allowed. If there is a "." or "$" then 1 address is allowed. If there is a ".." or "1,$" then 2 addresses are allowed.

**Abbreviations used are defined as follows:**

<table>
<thead>
<tr>
<th>Abbreviation</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>addr</td>
<td>a buffer line number</td>
</tr>
<tr>
<td>(B)</td>
<td>a buffer id in one of the two formats, single digit number or any combination of characters enclosed in parenthesis (max 14 characters).</td>
</tr>
<tr>
<td>RE</td>
<td>regular expression which includes any combination of characters or special characters ('.' means any character, '..' means any number of characters, '.<em>.' same as '.</em>.' except must be at least 1 character, '^.' means begin of line, '$.' means end of line) to use these characters ('^','$','.','') as their actual representation precede them with a backslash ('').</td>
</tr>
<tr>
<td>REPL</td>
<td>replace string which is to replace RE above. If '&amp;' is included in the REPL string, the input RE is inserted into the REPL string. These special characters (&amp;,'.'.,/) must be preceded by a backslash to represent their actual representation.</td>
</tr>
</tbody>
</table>
**SPEC** = specification string as follows:
- `/l,-/` sorts column 1 to end
- `/n,m/` sorts on columns n to m
- `/n,m,-/` sorts on columns n to m and deletes duplicates

**SRE** = search regular expression, the same as **RE** above with addition of the following:
- `/RE/l/RE/….RE/` will select a line if any of the RE strings are matched (max 10 RE values)
- `/RE1/$/RE2/` will select a line where the RE1 string and the RE2 string are matched
- `/\[n,m\]RE/` will select a line where there is a match in column n->m with RE
- `./` or `/^/` will select all lines

`.a` append text starting at a specified line

`b(B)` change current buffer (max of ten buffers)

`B(B)` remember current buffer and change to new buffer

`B(` change to remembered buffer

`^b(B)` delete named buffer

`[.,]c` change text

`[.,]d` delete text

`e n` list ‘n’ lines of files from the current directory. Each line contains 4 file names, files sorted into latest modified/created files. The default is 20 lines or 80 files.

`f(B)` file-out into a buffer

`[1,]$g=/SRE/` global, line number of all lines that match SRE

`[1,]$gd/SRE/` global, delete all lines that match SRE

`[1,]$ gk/SRE/k(B)` global, copy all lines that match SRE to buffer (B)

`[1,]$ gK/SRE/K(B,addr)` global, move all lines that match SRE to buffer (B) starting at addr

`[1,]$ gm/SRE/m(B)` global, move all lines that match SRE to buffer (B)

`[1,]$gM/SRE/M(B,addr)` global, move all lines that match SRE to buffer (B) starting at addr

`[1,]$ gp/SRE/` global, print all lines that match SRE

`[1,,]$gP/SRE/` global, print/line number all lines which match SRE

`[1,]$gs/SRE/s/RE/REPL/` global, on all lines that match SRE, substitute all occurrences of RE with REPL
ABIDES Editor Commands

[1,$]g*/SRE/  
g*/SRE/d  delete all lines that have a match with SRE

g*/SRE/k(B)  copy all lines that have a match with SRE to buffer B

g*/SRE/K(B,addr)  copy all lines that have a match with SRE to buffer B at address addr

g*/SRE/m(B)  move all lines that have a match with SRE to buffer B

g*/SRE/M(B,addr)  move all lines that have a match with SRE to buffer B at address addr

g*/SRE/s/RE/REPL/  substitute RE with REPL on all lines that have a match with SRE

g*/SRE/(n,m)s/RE/REPL/  substitute RE in columns n,m with REPL on all lines that match SRE

help  on-line help

[.] i  insert text before line number

[1,$] j/SPEC/  sort by input specs

[..]k(B)  copy lines to buffer B

[..]k(B,addr)  copy lines to buffer B at specified place in buffer (addr)

I  displays ruler

[..]m(B)  move lines to buffer B

[..,M(B,addr)  move lines to buffer B at specified place in buffer (addr)

[..]n/RE/  replace RE with new line character

[..]N  remove new line character (max size is 300 char on new line)

[..]N/<integer>/  remove new line character combining <integer> of lines together

[..]p  print lines

[..]P  print lines with line numbers

q  quit

Q  quit without modified buffer check

[.] r  read a segment into current buffer

[.] r(B)  read a segment into buffer B

r(B,addr,addr)  read all or part of a buffer into current buffer

[..]s/RE/REPL/  substitute occurrences of RE with REPL
ABIDES Editor Commands

[.,.]u/RE/  lower case that matches RE
[.,.]U/RE/  upper case that matches RE
[1,$] w path  write from current buffer into segment
[1,$] w (B)  write from current buffer into another buffer
  x  status of all buffers
  xm  status of modified buffers
  x(B)  status of named buffer

Notes:  To insert a new line using the substitute command use the value ;012. To add a new page character use .