COMPUTERISATION OF CUSTODY OF VALUABLE ITEMS REGISTER

A CASE STUDY OF AFRI BANK NIG. PLC, MINNA BRANCH.

BY

JUNAID A RUFAI
PGD/MCS/98/99/757

DEPARTMENT OF MATHEMATICS AND COMPUTER SCIENCE, SCHOOL OF POST-GRADUATE STUDIES, FEDERAL UNIVERSITY OF TECHNOLOGY MINNA, NIGER STATE

SEPTEMBER, 2000

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A PROJECT SUBMITTED TO THE DEPARTMENT OF MATHEMATICS / COMPUTER SCIENCE, FEDERAL UNIVERSITY OF TECHNOLOGY, MINNA IN PARTIAL FULFILMENT FOR THE AWARD OF A POST-GRADUATE DIPLOMA IN COMPUTER SCIENCE

SEPTEMBER, 2001.

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CERTIFICATE

Having gone through this Project, it is our candid opinion that it is up to the standard for the award of post – Graduate Diploma in Computer Science

....

MR.. L.N. EZEAKO   **DATE**

PROJECT SUPERVISOR

....

DR. S.A. REJU   **DATE**

HEAD OF THE DEPARTMENT

....

EXTERNAL EXAMINER   **DATE**

DEDICATION

I dedicate this work to ALLAH (S.AW) and also to my Mother. Late Father. my wife. loving children. ever loving brothers and Sisters all of the Junaids. and finally to all the suffering masses of the world.

ACKNOWLEDGEMENT

In the name of Allah the Beneficent, the merciful.

I remain ever grateful to Allah (S.AW), whose kindness see me through this Project

Kindness come in different forms and ways, and when they cannot be returned or reciprocate, definitely they should be appreciated and passed on to others.

I also must expressed gratitude to a very patient, fatherly, and enlightened supervisor in the person of Dr. L.N Ezeako whose contribution is immeasurable; same goes to my Head of Dept. DR. S.A. Reju. Mention must be made of my lecturers whose guidance assistance and confidence I enjoyed, they are Prince Badmus, Mallam Isa Audu, Mall. Hakimi Danladi, Mr kola Abdulraheem, Dr Yomi Aiyesimi whose mathematical experience is profound cannot be forgotten. I am most grateful and God bless.

A project of this nature cannot succeed without the assistance and contributions of others. I therefore wish to mention firstly the contributions of these rear gems, perfect gentlemen: - Aminu Bello Dukku of Afribank Nig. Plc. Abuja and Alhaji Muhammad Kutigi of NBCB Minna branch, who are very good sources of inspiration, they stood so firmly that this project may see the light of the day – thanks a million.

ABSTRACT

Afribank Nig Plc throughout its network of branch render various banking services to its numerous valuable customers, among such services is the acceptance of valuable items such as other banks spare string room keys, ornament i.e. gold in different forms, share certificate C of Os of landed properties and the likes for safe keeping for a period of time and for consideration depending on the value of item and the duration the item is in custody.

The idea about the automation is necessitated in view of the cumbersome nature of the manual process, which made nonsense of the importance of records and time management.

The research therefore focuses on having a new system that guarantees effective record management, storing and retrieving information at minimal effort, such that will bring about time management, stand the threat of competitors, and enjoy an increase share of the market, profitability and customer satisfaction.

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CHAPTER ONE

1.1   INTRODUCTION

Year 2000 has undoubtedly heralded and witnessed the complete acceptability of "Computer" has man's remarkable landmark in technological breakthrough.

The beginning of this millennium witnessed a sporadic growth in the awareness of computer compliance of human beings as well the year 2000 compliance of computer itself. Computer has undisputedly been known and accepted as one single technology that is capable of carrying numerous activities by way of enhancing productivity in all sector of the human endeavours.

Computers have been used for processing data for a short period now, this period has witnessed a rapid growth in the computer industry enhanced the wide usage of computer.

The term "data processing" is synonymous with "computerised Data Processing". There is no one living in a high technology society that can escape the influence of computers. It there follows to say the importance of computer can not be over   emphasized.

The adoption of computer system in the banking operation started in Nigerian Banking System in the early 80's. They are today applied in the operation of various customers' services for quick effective and efficient services. This services range between foreign exchange. Deposit Account. Current Account. Savings Account operations. Advances.

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consultation services, just to mention a few, yet some are still not automated (Services). The sporadic growth in the number of Bank also ushered in the improvement in the quality of services, creation of new services and drive toward modern methods of marketing banking services to the various class of customers. Despite the demise of some of the new generation banks, the banking industry could be said to be fastest growing sector in the Nigerian economy today that is computer compliance.

Computerization is no doubt responsible for the phenomenal improvement in the banking services. It brings about the increase and prompts training of career bankers, healthy competitive banking environment and above all the technology applications in banking operation.

It is advantageous for every one of us to have some knowledge of the technological aspect of computer and the related business procedures that profoundly affects our lives today.

1.2   SCOPE

This project work is on the computerization of an age long banking service which has inspite of its age not automated. It is therefore going to dwell on the computerization of "CUSTODY ITEMS REGISTER".

1.3 AIMS / OBJECTIVE

The watchwords are TIMING, ACCURACY, EFFICENCY, REDUCED CUMBERSOMENESS & CUSTOMER SATISFACTION.

These are inevitable elements needed by a financial organisation to remain in business in a highly competitive banking industry. Therefore the objective of this study include the following.

i.   To provide a better alternative way of accepting custody items (A departure from the manual way of doing).

ii.   To ensure that each customer's records are securely kept and not mixed up.

iii.   To generate prompt and accurate report for the bank at any particular time.

iv.   To develop a system that will minimize cost.

v.   To reduce the cumbersomeness of delays & paper work when customer comes for the withdrawal of their valuable items.

vi.   To tell the bank the current value of custody valuable items at any point

Custody items are accepted by in accordance with the manual of procedure as laid out by the Afribank Management. The procedures are strictly followed by staffers to ensure that valuable items are accepted for custody such that the customers is confident of its safety against, theft, damage or depreciation.

In doing this, a lot of steps are involved the computerization of registration process will go along way in reducing the waiting time of custom and the retrieval taste when customers come for them.

1.4   Historical Background

Afribank Nigeria Plc's. Banking licence was approved and granted on the 20th day of October, 1959. It opened its first branch in Kano on the 4th day of January 1960. The Bank was then known as Banque International Pour L' Afrique Occidental (BIAO). The world "International" was added later when the bank ownership included the "The First National City Bank". BAIO as it was known then as one of first bank to set up shops in West Africa. At a point the Bank's activities in the area were so pervading that it was given the authority to issue currency note (A Central Bank function) in the French speaking West African Countries.

IBWA/AFRIBANK was established as a subsidiary of BIAO. In compliance with Federal Government under, the banks headquarter was set up at 94, Broad street, Lagos and since remained there till date.

With the promulgation of the Nigerian Companies Decree in 1968, it became imperative for all firms operating in Nigerian to be incorporated as Nigerian companies. On 30th May 1969 BAIO was incorporated in Nigeria as a limited Liability Company and adopted the name International Bank for West Africa (IBWA). The English equivalent of BAIO.

On the account of indegenisation, the Federal Military Government in 1976 acquires 60% of the equity structure, and those of all banks for that matter.

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By December 1976, the Bank got its first Nigerian Chairman in the person of Alhaji. Tanko Galadima. The same year BAĪO experienced changes in its equity structure. The Union Bank of Switzerland bought over 20% of the 49% of BAIO equity capital, held at that time by CITI BANK N.A. A for the 20% of this portion was taken up by Banco da Brazil, while the remaining 9% was bought by the "Campaignie Internationale African de Banque holding S.A. Luxembourg". In year 1979, the paid of capital of IBWA/AFRIBANK increased to ₦15million.

Also that year saw for the first time, the appointment of a Nigerian as the Banks Managing Director in the person of Mr. O.O. Olashore. In 1980, the Federal Government sold 10% of her equity share to the staff of the Bank.

Two Years later, the bank adopted AFRIBANK as her sub-name. The name AFRIBANK is common to all banks in the BAIO group. The bank change it's name finally, to Afribank Nig. Limited in January 1st, 1990. In 1993, the Federal Government of Nigeria religuished all her equity holdings in AFRIBANK Nigeria PLC for sale to the public.

Afribank Nigeria Plc is one of the most diversified bank in the Country and its ranks among the first big four.

ORGANIZATIONAL STRUCTURE

BOARD OF DIRECTORS

MANAGING DIRECTOR/CEO

EXECUTIVE DIRECTOR

DEPUTY GENERAL MANAGER	DEPUTY GENERAL MANAGER	DEPUTY GENERAL MANAGER	CHIEF INSPECTOR
REGIONAL MANAGER	REGIONAL MANAGER	REGIONAL MANAGER	REGIONAL INSPECTOR
BRANCH MANAGER	BRANCH MANAGER	BRANCH MANAGER	INSPECTORS
BRANCH STAFF	BRANCH STAFF	BRANCH STAFF	

CHAPTER TWO

2.1 INTRODUCTION

The Nigerian economy is made up of many interacting sectors, the economy can be classified into primary and secondary and tertiary sectors or private and public sectors, the households, firms and government or the financial sector. The underlying transactions in the various sectors are the need for finance within and outside the financial system.

The upsurge of new banks created room for innovation and strong management revolutions. Nwankro (1988) has strongly advocated what he called revolutionary management for Nigerian industries and other black countries of Africa.

Revolutionary management he said is fundamentally mobilizational in that it strives to influence the collective energy of the entire human-set up, galvanizes their creative skills and artistic talent not only for maximization of profit margins of industries but for material development of the society as a whole.

The effective bank management is the first class identification of the bank strengths and weakness, utilization of available opportunities pinpointing the threats and the appreciation of the corporate objective of the organisation for a business concern like the bank that is maximization of profit. This has paved way for an aggressive management style, which will among other things probe the environment as to understanding the happenings forecast for

the future and look into the expectations of the customers in these areas where electronics banking is the order of the day.

Banking industry in the 21st Century is expected to harness the gains in technology, so that it will witnesses the automation of more banking transactions. The automation of almost all services rendered will reduce work force but customer satisfaction will come about by speeding up efficiency of banking services.

Expectedly with the advent and acceptability of computer technology corporate treasurers would be greatly enhanced, cash management would be facilitated. Infact, customers can conduct transactions in the absence of banking personnel. The Nigerian Customers would be looking forward to having the benefit of electronic revolution in their banking transactions.

2.2   DEFINITION OF TERMS

Some basic terms related to topic under study are defined below:

VALUABLE ITEMS

Valuable items could be defined as items that could be said to be highly priced, precious, cherished, expensive, treasured and worthy of possession.

LIST OF VALUABLE ITEMS.

Such items include the following: -

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Gold, Diamond Silver Jewel, Shares and stock certificates, C of Os i.e certificates of occupancy (official title to landed property), deeds of conveyance, wills, Life insurance certificates, keys to safes, duplicate keys to vehicles classified documents.

SAFE KEEPING CUSTODY.

All banks in Nigeria provide this facility to their customers. Afribank Nigerian PLC just like counterparts in the banking industry accept valuable items into its custody for certain period of times for a fee stipulated as agreed upon by the parties involved.

SAFE CUSTODY

This is the acceptance of valuable items as listed before into the custody of the bank. Bank strong rooms have the reputation of being strong and safe. Arties and documents that can be deposited include stock and share certificates, life insurance policies, certificates of occupancy, and deeds of conveyance, Wills, Jewelry.

DATA-   A Collection of facts or figures

INFORMATION: A meaningful collection of data.

FIELD: -   A unity of data within a record

RECORD: -   A group of one or more words containing related in formation
                            about a common subject.

FILE: -   A collection of records, an organized collection of information
                            directed toward some purpose.

COMPUTER: -   A device capable of accepting data in the form of facts and
                            figures, apply to the data and supplying the results of these
                            processes as meaningful in formation.

PROGRAM: -   A sequenced set of instructions to a computer to do a
                            particulars job.

PROGRAMMER: -   A persons who prepares and plans the sequence of events that a
                            computer must undertake in order that a problem may be
                            solved.

SOFTWARE:-   Various Programming aids that are supplied by the
                            manufactures to facility the user's efficient operation of the
                            equipment.

MANAGEMENT INFORMATION

SYSTEM (MIS)

- The specific type of data processing system that is designed to furnish management with information that may be of assistance in the making decisions.

2.3 PROCESS OF ACCEPTING VALUABLE ITEMS FOR CUSTODY

BY Afribank Nigerian PLC standard a customer approaches the bank for safe keeping (application)

The bank accesses the application, and give the customer some forms to fill.

These articles can either be deposited in sealed boxes or envelopes with the contents unknown to the bank Officials, or made open in which case they are listed and signed for. This will greatly depend on customer's intention or desire on how he wants the item to be kept. Another determinant is what the customer is keeping for custody.

In some cases private safes or locked boxes are allocated to customers in where they drop their items lock them up and go away with the keys as long as terms of the safe keeping.

In which case an agreement would have been reached on terms like for how long the item is going to be kept and the charged are spelt out and agreed upon, all these are documented.

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The all reflects in the form to be filled by customer. At this point a receipt is issued to customer in respect of items lodged. In some cases only a letter duly signed by the banks officials is issued a customer.

The bank has registers where there transactions are recorded; these registers are in different groups/classes depending on what a customer is depositing and duration.

If is now the bank prerogative to determined when the items be kept. In some cases there are items that are not kept in the branch but are either taken to the Regional office or the Head Office as the case may be – depending on how sensitive the items are, or the manual of procedure.

The process because cumbersome, because of inadequate records, space at times even personnel.

2.4   PROCESS OF RETRIEVAL

Customer comes on due day apply, make his or her intention known to the bank in writing requesting to retrieve what ever it is the customer has been keeping in the custody of the bank.

CHAPTER THREE

SYSTEM ANALYSIS AND DESIGN

3.1   INTRODUCTION

System analysis can be defined as the methods of determing how best to use computer with other resources to perform tasks which meet the information needs of an organisation. It was initially developed as a specialised branch of organisation and method (O.&.M), which is a general approach to solving procedural problem.

System analysis and design focuses on the identification and definition of problems of the proposed system facility and investigation.

3.2   PROBLEM IDENTIFICATION

Under the present system, information on valuable items are in corded manually in registers, files and cards of various types and sizes. Sorting or arranging of records according to some specified order especially according to customers, valuable items, duration etc. will require at least several registers or files or cards which are often bulky and termed to occupy a large office space.

view of bulkiness and inadequacy of space records are distorted and sometimes valuable formation are completely lost.

lso, since the filing system under the present manual process in sequential, retrieval of iformation takes time, as one file must be reached before the other hence the purpose of meliness of information in defeated

Besides, the current system is prone to human errors and essential information can easily be exposed to unauthorized users

3.3   FACTS FINDING TECHNIQUES

In order to achieve the objective of designing a new system for valuable items reports, a desk research was carefully conducted. This involves searching through previous and present records to uncover some of the inherent problems and weaknesses of the existing system.

3.4   DESCRIPTION OF THE NEW SYSTEM

The new computerized valuable items register will have the computer maintain information on valuable items records and generate the required reports as and when needed.

3.5   KINDS OF ONTPUT

The followings are these kinds of output to be generated by the new computerized valuable item register.

1. Individual valuable item customer record.

2. List of valuable item customer record

3. List of valuable item customer withdrawal record.

These outputs could be viewed on computer screen or printed on a paper

3.6   OUTPUT SPECIFICATION

The output has the following fields

1. Serial Number

2. Customer number

3. Customer's name

4. Description of Custody item

5. Date of item deposit

6. Duration of item deposit

7. Charges paid

3.7   INPUT SPECIFICATION

The following are fields for the input:

1. Customers' name

2. Address

3. Next-of-kin

4. Description of custody item

5. Data of item deposit

6. Duration of item deposit

7. Charges paid

3.8   PROCESSING

Since one of the requirements of today's data processing environment is the increasing need for up to the minute, accurate information, interactive processing will be used by the proposed system. This question and answer method of process lecture the computer program and computer operator allow for correct input data entry, immediate update of files and result instantly made available to the user.

3.9.   PROJECT FEASIBILITY

a)   Technical Feasibility

This is concerned with finding out whether the technology and personnel needed are available or not. At present, Afribank, Minna Branch has Micro-computers and personnel needed to man the technical support required.

b)   Operational Feasibility

This has to do with the work ability of the proposed system. It is expected that the new system will be operational feasible with trained staff, workable system and the necessary software on the ground.

c)   Economic Feasibility

With right technology, personnel and condusive environment in place, the cost of proposed system will be minimum.

3.10 COST AND BENEFIT ANALYSIS

A.   COST ANALYSIS

The cost analysis consists of two main parts – Development and operating cost.

(I)   Development Cost

	(₦)
System Analysis & Design	10, 000. 00
Software Development	20, 000. 00
Equipment Procurement (Already in place)	150, 000. 00
Installations	5, 000. 00
Training of personnel	15, 000. 00
Development Cost	**200, 000. 00**

(II)   Operating Cost

Equipment maintenance_____   24, 000. 00

Program maintenance_____   12, 000. 00

Labour cost_____   36, 000. 00

Utilities_____   6, 000. 00

Stationeries_____   10, 000. 00

Miscellaneous_____   10, 000. 00

Operating Cost   98, 000. 00

Total Cost   · ·   **298, 000. 00**

A total cost of ₦298, 000. 00 will be required to implement this project, which is a token amount.

B.   BENEFITS

Some major benefits that could be derived from the proposed system are enumerated as follows:

(i)   The valuable item records and other relevant information can easily be stored and maintained more accurately and efficiently.

(ii)   Detailed of valuable items can easily be obtained on request.

(iii) All valuable item records and other essential information are well secured against unauthorized access by use of security mechanism such as password.

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(iv)   The package is menu driven and user friendly making it very easy to use by authorized staff.

(v)   The package is an indigenous one, hence it could be easily amended in any form to meet the future requirements of the bank.

Thus, from the above cost – benefit analysis, it is clear that the use of computerized valuable item register is economical and more beneficial than the manual method.

CHAPTER FOUR

PROGRAM DEVELOPMENT AND IMPLEMENTATION

4.1   INTRODUCTION

This chapter is mainly concern with program development as well as its implementation. It involves basically computer programming based on full specification of the user's requirements and its application.

4.2   CHOICE OF SOFTWARE

The software chosen for program development of the new system is DBASE IV. The choice of this database management system was based on its ability to store, relate, manipulate and retrieve vast amounts of information with speed and efficiency.

4.3   PROGRAM CHART

This application is menu driven, hence it is user friendly. In this case, the user does not need to know the names of the programs or files used by the application. The menus display functions, and the user simply selects the desired function.

The main functions of this application is illustrated in the program map below

Program Map

```
        ┌─────────────────────────────────────────┐
        │   Screen display welcoming the user     │
        └─────────────────────────────────────────┘
                          │
                          ▼
        ┌─────────────────────────────────────────┐
        │               Password                  │
        └─────────────────────────────────────────┘
                          │
                          ▼
        ┌─────────────────────────────────────────┐
        │              Main menu                  │
        └─────────────────────────────────────────┘
```

| ADD RECORD | EDIT RECORD | ITEM WITHDRAWAL | REPORT GENERATION | EXIT TO DOS |

| SCRREEN | PRINTER |

4.4   SYSTEM OPERATION

At C:> prompt, type "AFRIBANK" and press "ENTER KEY". A welcoming message to "Computerization of custody of valuable items register, A case study of Afribank Nigeria Plc, Minna Branch" will be displayed on the screen with a statement "press Enter key to start" at the bottom.

On pressing the "ENTER KEY", a password screen will be displayed prompting the user to enter password. If an incorrect password is entered, the user will be denied access to the application, but if otherwise, the user will be given access to the main menu of the application and is expected to choose from amongst the following options.

1 -   ADD RECORD

2 -   EDIT RECORD

3 -   ITEM WITHDRAWALS

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4 -   REPORT GENERATION

5 -   EXIT TO DOS

a)   OPTION 1 - ADD RECORD

When this option is chosen, the application provides the user with a data entry routine. All
valuable items transactions are entered here for storage in the database.

b)   OPTION 2 – EDIT RECORD

This allows necessary changes to be made to existing valuable items register.

c)   OPTION 3 – ITEMS WITHDRAWALS.

This provides a screen design for the withdrawal of valuable items records.

d)   OPTION 4 - REPORT GENERATION

This takes case of report generation on the screen or printer.

e)   OPTION 5 – EXIT TO DOS

This allows the user to exit to DOS prompt.

4.5   PROGRAM TESTING

All programs written were thoroughly tested with hypothetical data and confirmed to be error
free. The result of the test can be seen in appendix 2.

4.6 INSTALLATION

A descent computer office with functional air conditioner and maximum security should be provided before installation of the hardware and the tested developed package can be done.

4.7 STAFF TRAINING

All persons involved with the new system will be properly trained to ensure its operational success.

4.8 CHANGE - OVER PROCEDURE

There are three basic methods of changing over to a new system. These are parallel, direct and pilot methods.

Under the parallel method, the old and new systems are run concurrently, using the same inputs. The outputs are compared and reasons for differences resolved. Outputs from the old system continue to be distributed until the new system has proved satisfactory. At this point the old system is discontinued and the new one takes its place.

In direct method however, the old system is discontinued altogether and the new system becomes operational immediately.

A pilot method involve the changing over of part of the system, either in parallel or directly.

To ensure a smooth transition from the old system to the new therefore, the new system is used in a parallel run, together with the old, to ascertain that the same results are achieved.

4.9   IMPLEMENTATION

This follows the change-over procedure. At this stage, the system is implemented for production usage.

4.10   MAINTENANCE AND REVIEW

There may be a need to make charges to this application from time to time. This system will therefore be reviewed periodically to ensure that it is performing its function.

CHAPTER FIVE

SUMMARY AND RECOMMENDATIONS

5.1   SUMMARY

This project is on the computerization of custody of valuable items register, a case study of Aribank Nigeria Plc, Minna Branch. It is an age long banking service which has inspite of its age not automated.

From the system Analysis and Design conducted, it was discovered that there was no adequate data security under the present system. Un-authorized persons can easily have access to confidential information, as they are mostly stored in registers, files or cards.

Also, the current system is very much prone to human errors and causes un-necessary delays in processing of valuable item register. The aim of this project work is therefore to provide a better alternative way of accepting custody items, which is a departure from the present manual system.

A description of the new system (Computerized) with kinds of output and input specifications were provided. The output could be viewed in the screen or printed on the paper.

nteractive processing will be used by the new system. This is a question and answer technique of processing between the computer programme and computer operator to get instant result.

It will cost a total of two hundred and Ninety-Eight thousand Naira (₦298, 000. 00) only to implement this project with a lot of benefits.

The software chosen for program development of the new system is DBASE IV. This was based on its ability to store, relate, manipulate and retrieve vast amounts of information with speed and efficiency.

To ensure a smooth transition from the old system to the new one, the new system is used in a parallel run together with the old system to ascertain that the same results are achieved.
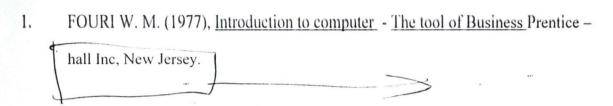
5.2   RECOMMENDATIONS

Based on the findings made from this project, I would like to recommended that:

1.   The new system should be adopted immediately because of its obvious advantages over the current system.

2.   A Computer awareness course should be organized for the staff of bank so as to make them computer literate.

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* APPLICATION: Custody of Valuable Items Register
* USER: Afribank Nigeria Plc
* dBASE VERSION: IV
* DATE: December, 2000

***** WELCOME.PRG*****
CLEAR
@ 5,30 SAY "W E L C O M E   TO"
@ 10,15 SAY "COMPUTERIZATION OF CUSTODY OF VALUABLE ITEMS REGISTER"
@ 11,25 SAY "A CASE STUDY OF AFRIBANK NIGERIA PLC"
@ 12,29 SAY "MINNA BRANCH, MINNA"
@ 15,5 SAY " "
WAIT
DO PASSWORD
]

```
          *****PASSWORD .PRG*****
.R
IVATE pass
RE SPACE(9) TO pass
WHILE .T.
SCAPE EXIT
COLO TO W/N, N/N
    @ 10,12 SAY "PLEASE ENTER THE PASSWORD:"
    @ 10,40 GET pass
    READ
COLO TO
ass=CHR(65)+CHR(70)+CHR(82)+CHR(73)+CHR(66)+CHR(65)+CHR(78)+CHR(75)
R
AINMENU
R

    ELSE
    CLEAR
    @ 10,12 SAY "ACCESS DENIED"
    EXIT
F
O
R
```

```
          *****MAINMENU.PRG*****
AR
WHILE .T.


          AFRIBANK NIGERIA PLC, MINNA BRANCH
          CUSTODY OF VALUABLE ITEMS REGISTER
                M A I N   M E N U

          OPTIONS:
          1.     ADD RECORD
          2.     EDIT RECORD
          3.     ITEM WITHDRAWALS
          4.     REPORT GENERATION
          5.     EXIT TO DOS
EXT

ce = " "
,20 SAY "SELECT OPTION, PLEASE:  "  GET choice

  DO CASE
   CASE choice="1"
    DO ADD
   CASE choice="2"
    DO EDT
   CASE choice="3"
    DO WDRAW
   CASE choice="4"
    DO RPT
   CASE choice="5"
    CLEAR
  QUIT
   OTHERWISE
,50 SAY "ILLEGAL OPTION"

   CLEAR
   ENDCASE
O
```

```
          ***** ADD.PRG*****
lear
et century on
et talk off
et status OFF
t safety off
use customer
index on Certnum to customer
DO WHILE .T.
 on escape exit
 MCERTNUM=SPACE(10)
 STORE SPACE(25) TO MCSTNAME
 STORE SPACE(35) TO MADDRESS
 STORE SPACE(25) TO MNKIN
 STORE SPACE(15) TO MDITEM
 STORE SPACE(15) TO MPIDEP
 STORE 0.00 TO MCHPD
 STORE SPACE(1) TO ANS,decide
 STORE CTOD("/  /  /") TO MDIDEP
 CLEAR
 @ 2,25 SAY "  AFRIBANK NIGERIA PLC, MINNA BRANCH"
 @ 3,25 SAY "  CUSTODY OF VALUABLE ITEMS REGISTER"
 @ 4,25 SAY "      ADD RECORDS TO THE DATABASE"
 @ 6,3 to 24,78 double
 @ 8,5 SAY "CERTIFICATE NUMBER"
 @ 8,25 GET MCERTNUM func "!"
 @ 8,40 SAY "Type END to return to the main menu "
 READ
 if mcertnum = "END"
  exit
 endif
 GO TOP
 SEEK MCERTNUM
 IF  FOUND()
  @ 23,0 SAY " "
  WAIT [ Record already existing, duplication not allowed ... Press Enter ]
  clear
  loop
 ENDIF
 @ 10,5 say "Customer's Name:               " GET mcstname func "!"
 @ 11,5 say "Address:            " GET maddress func "!"
 @ 12,5 say "Next of Kin:                      " GET mnkin func
"
 @ 13,5 say "Description of custody item:    " GET mditem func "!"

 @ 14,5 say "Date of item deposit:          " GET mdidep
 @ 15,5 say "Duration of item deposit:      " GET mpidep
 @ 16,5 say "Charges paid:                  " GET mchpd pict "9999999.99"
 read
 @ 23,5 say "Are all the above correct ? (Y/N): " get decide func "!"
 read
 IF decide="Y"
  APPEND BLANK
  REPLACE CERTNUM WITH MCERTNUM,CSTNAME WITH MCSTNAME,ADDRESS WITH MADDRESS
  REPLACE NKIN WITH MNKIN,DITEM WITH MDITEM,DIDEP WITH MDIDEP
  REPLACE PIDEP WITH MPIDEP,CHPD WITH MCHPD
```

```
DIF
24,5 say "Do you want to add more record (Y/N)?" get ans func "!"
 READ
 IF ANS="Y"
  loop
 ENDIF
 close all
 Exit
ENDDO
CLOSE ALL
OSE ALL
EAR
turn
```

```
                    ***** EDT.PRG *****
set talk off
set status off
set safety off
DO WHILE .T.
 SET COLOR TO
 SET COLOR TO W+/GB
  use customer
  index on Certnum to Customer
  DO WHILE .T.
   on escape exit
   STORE SPACE(10) TO MCERTNUM
   STORE SPACE(25) TO MCSTNAME
   STORE SPACE(35) TO MADDRESS
   STORE SPACE(25) TO MNKIN
   STORE SPACE(15) TO MDITEM,PIDEP
   STORE 0 TO MCHPD
   STORE SPACE(1) TO ANS,decide
   STORE CTOD("/  /  ") TO MDIDEP
   CLEAR
   @ 2,25 SAY "  AFRIBANK NIGERIA PLC, MINNA BRANCH"
   @ 3,25 SAY "  CUSTODY OF VALUABLE ITEMS REGISTER"
   @ 4,25 SAY "     EDIT RECORDS IN THE DATABASE"
   @ 6,3 to 24,78 double
   @ 8,5 SAY "CERTIFICATE NUMBER"
   @ 8,28 GET MCERTNUM func "!"
   @ 8,40 SAY "Type END to return to the main menu "
   READ
   if mcertnum = "END"
    exit
   endif
   GO TOP
   SEEK MCERTNUM
   IF .NOT. FOUND()
    @ 23,0 SAY " "
    WAIT [  Record Number not existing ... Press Enter ]
    clear
    loop
   endif
   mcertnum=certnum
   mcstname=cstname
   maddress=address
   mnkin=nkin
   mditem=ditem
   mdidep=didep
   mpidep=pidep
   mchpd=chpd
   mcond=cond
   @ 10,5 say "Customer's Name:             " GET mcstname func "!"
   @ 11,5 say "Address:                     " GET maddress func "!"
   @ 12,5 say "Next of kin:                 " GET mnkin func "!"
   @ 13,5 say "Description of custody item: " GET mditem
   @ 14,5 say "Date of item deposit:        " GET mdidep
   @ 15,5 say "Duration of item deposit:    " GET mpidep
   @ 16,5 say "Charge paid:                 " GET mchpd
   read
```

```
@ 23,5 say "Press 'S' to Save or 'C' to Cancel: " get decide func "!"
   read
   if decide="S"
    REPLACE CERTNUM WITH MCERTNUM,CSTNAME WITH MCSTNAME
    REPLACE ADDRESS WITH MADDRESS,NKIN WITH MNKIN,DITEM WITH MDITEM
    REPLACE DIDEP WITH MDIDEP,PIDEP WITH MPIDEP, CHPD WITH MCHPD
   endif
   @ 24,5 say "Do you want to edit more record (Y/N)?" get ans func "!"
   READ
   IF ANS="Y"
    loop
   ENDIF
   close all
   Exit
  ENDDO
  CLOSE ALL
  EXIT
ENDDO
CLOSE ALL
CLEAR
return
```

```
                ***** WDRAW.PRG *****
set talk off
set status off
set safety off
DO WHILE .T.
 SET COLOR TO
 SET COLOR TO W+/GB
  use customer
  index on Certnum to Customer
  DO WHILE .T.
   on escape exit
   STORE SPACE(10) TO MCERTNUM,MSTATUS
   STORE SPACE(25) TO MCSTNAME
   STORE SPACE(35) TO MADDRESS
   STORE SPACE(25) TO MNKIN
   STORE SPACE(15) TO MDITEM,MPIDEP
   STORE 0.00 TO MCHPD
   STORE SPACE(1) TO ANS,MCOND,decide
   STORE CTOD("/  /  /") TO MDIDEP,MDWDRAW
   CLEAR
   @ 2,25 SAY "  AFRIBANK NIGERIA PLC, MINNA BRANCH"
   @ 3,25 SAY "  CUSTODY OF VALUABLE ITEMS REGISTER"
   @ 4,25 SAY "WITHDRAWALS OF CUTODY OF VALUABLE ITEMS"
   @ 6,3 to 24,78 double
   @ 8,5 SAY "CERTIFICATE NUMBER"
   @ 8,28 GET MCERTNUM func "!"
   @ 8,40 SAY "Type END to return to the main menu "
   READ
   if mcertnum = "END"
    exit
   endif
   GO TOP
   SEEK MCERTNUM
   IF FOUND() .AND. STATUS="MATURE" .OR. STATUS="PREMATURE"
   @ 20,5 say " "
   wait [Certificate number does not exist, so withdrawal not possible ]
    clear
    loop
   endif
   @ 10,5 say "Customer's Name:                 "
   @ 10,32 SAY CSTNAME
   @ 11,5 say "Address:                         "
   @ 11,32 SAY ADDRESS
   @ 12,5 say "Next of kin:                     "
   @ 12,32 SAY NKIN
   @ 13,5 say "Description of custody item: "
   @ 13,32 SAY DITEM
   @ 14,5 say "Date of item deposit:            "
   @ 14,32 SAY DIDEP
   @ 15,5 say "Duration of item deposit:      "
   @ 15,32 SAY PIDEP
   @ 16,5 say "Charges paid:                    "
   @ 16,32 SAY CHPD
   @ 17,5 Say "Withdrawal status:           " Get mstatus
   @ 18,5 SAY "(Enter mature or premature)"
   @ 19,5 Say "Date of item withdrawal:     " Get mdwdraw
READ
```

```
    @ 20,5 say "Do you really wish to WITHDRAW this item ? Y/N: " get decide func
"!"
    read
    *WAIT
    IF decide="Y"
     REPLACE STATUS WITH MSTATUS,DWDRAW WITH MDWDRAW
    ENDIF
    @ 24,5 say "Do you want to WIYHDRAW more items (Y/N)?" get ans func "!"
    *@ 24,45 GET ANS
    READ
    IF ANS="Y"
     loop
    ENDIF
    close all
    Exit
    *Endif
  ENDDO
  CLOSE ALL
  EXIT
ENDDO
CLOSE ALL
CLEAR
return
```

```
            ***** VRPTGEN.PRG *****
LEAR
O WHILE .T.

EXT

          AFRIBANK NIGERIA PLC, MINNA BRANCH

       CUSTODY OF VALUABLE ITEMS REGISTER REPORT MENU

          OPTIONS:
          1.    VIEW INDIVIDUAL CUSTOMER RECORD
          2.    VIEW LIST OF CUSTOMERS RECORD
          3,    VIEW CUSTOMER WITHDRAWAL RECORDS
          4.    PRINT LIST OF CUSTOMERS RECORDS
          5.    PRINT LIST OF CUSTOMER WITHDRAWALS
          6.    RETURN TO MAINMENU
IDTEXT

ioice = " "
18,20 SAY "SELECT OPTION, PLEASE:  "  GET choice
:AD
     DO CASE
      CASE choice="1"
       DO VCUSTREC
      CASE choice="2"
       DO VCUSTLST
      CASE choice="3"
       DO VCUSWLST
     CASE choice="4"
       DO PCUSTLST
     CASE choice="5"
       DO PCUSWLST
     CASE choice="6"
       CLEAR
       DO MAINMENU
      OTHERWISE
  18,50 SAY "ILLEGAL OPTION"
AIT
      CLEAR
     ENDCASE
NDDO
]
```

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```
                ***** VCUSTREC.PRG *****
t century on
t talk off
t status off
t safety off
e customer
dex on Certnum to customer
 While .T.
 escape exit
ERTNUM=SPACE(10)
STNAME=SPACE(25)
DDRESS=SPACE(35)
KIN=SPACE(25)
ITEM=SPACE(15)
IDEP=SPACE(15)
ORE 0.00 TO MCHPD
ORE CTOD("  /  /  /") TO MDIDEP
S=SPACE(1)
EAR
2,25 SAY "  AFRIBANK NIGERIA PLC, MINNA BRANCH"
3,25 SAY "  CUSTODY OF VALUABLE ITEMS REGISTER"
4,25 SAY "   VIEW INDIVIDUAL CUSTOMER RECORDS"
6,3 to 20,77 double
8,5 SAY "CERTIFICATE NUMBER"
8,28 GET MCERTNUM
8,40 SAY "Type END to return to the main menu "
EAD
f mcertnum = "END"
 exit
endif
GO TOP
SEEK MCERTNUM
IF .NOT. FOUND()
    @ 23,0 SAY " "
WAIT [ Invalid Record ... Press Enter ]
clear
loop
endif
mcertnum=certnum
mcstname=cstname
maddress=address
mnkin=nkin
mditem=ditem
mdidep=didep
mpidep=pidep
mchpd=chpd
@ 10,5 SAY "Customer's Name               "    mcstname
@ 11,5 SAY "Address                       "    maddress
@ 12,5 SAY "Next-of-kin                   "    mnkin
@ 13,5 SAY "Description of custody item   "    mditem
@ 14,5 SAY "Date of item deposit          "
@ 14,35 SAY mdidep
@ 15,5 SAY "Duration of item deposit      "    mpidep
@ 16,5 SAY "Charges paid              "
@ 16,30 SAY mchpd
@ 23,5 say "Do you want to View more record  Y/N/"
@ 23,45 GET ANS
```

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```
READ
IF ANS $ "Nn"
  close all
  exit
Endif
Enddo
Clear
return
]
```

```
                  ***** VCUSTLST.PRG *****
CLEAR
SET TALK OFF
SET SCOREBOARD OFF
SET ESCAPE ON
gon=SPACE(1)
DO WHILE .T.
 SET DEVICE TO SCREEN
-PUBLIC pgn,rday,sr
 rday=DATE()
 cst=SPACE(2)
 sr=0
 rw=7
 USE CUSTOMER
 SORT TO ALCUSTOMER ON CERTNUM/A
 USE
 USE ALCUSTOMER
 GO TOP
  ON ESCAPE EXIT
  pgn=pgn+1
  @ 0,0 TO 24,79
  @ 2,2 SAY "          AFRIBANK NIGERIA PLC, MINNA BRANCH   "
  @ 3,2 SAY "          MASTER LIST OF CUSTODY OF VALUABLE ITEMS AS AT "
  @ 3,55 SAY rday
  @ 4,1 SAY "              "
  @ 5,1 SAY "S/NO"
  @ 5,6 SAY "CUST. NO.   NAME            DESCRIPTION   DATE       DURATION
CHARGES"
  DO WHILE .NOT. EOF()
   gon= " "
   ON ESCAPE EXIT
   sr=RECNO()
   sr=LTRIM(STR(sr))
   @ rw,1 SAY sr
   @ rw,6 SAY CERTNUM
   @ rw,15 SAY CSTNAME
   @ rw,33 SAY DITEM
   @ rw,42 SAY DIDEP
   @ rw,54 SAY PIDEP
   @ rw,64 SAY CHPD
   rw=rw+1
   SKIP
   IF rw=23
    @ rw,2 SAY "    "
    rw=rw+1
    @ rw,2 SAY "Press 'C' to continue and any other key to exit" GET gon FUNC
"!"
    READ
    IF gon<>"C"
     EXIT
    ENDIF
    rw=7
    @ 6,2 CLEAR TO 23,78
   ENDIF
 DO WHILE EOF()
  GO TOP
  COUNT TO sr
```

```
  @ rw,0 CLEAR TO 24,79
  @ rw,0 TO rw,79
  rw=rw+1
  @ rw,10 SAY "          TOTAL NUMBER OF RECORDS VIEWED = "
  @ rw,52 SAY sr
  WAIT '      .....press the Escape key '
  EXIT
 ENDDO
 ENDDO
 CLEAR
 WAIT ' .....press any key to get to the report destination menu'
 CLOSE ALL
 EXIT
ENDDO
CLOSE ALL
SET DEVI TO SCRE
return
```
□

```
***** PCUSTLST.PRG *****
CLEAR
SET CENTURY ON
SET TALK OFF
SET SCOREBOARD OFF
DO WHILE .T.
SET PRINTER ON
SET DEVICE TO PRINTER
*@ 0,0 SAY CHR(15)
PUBLIC pgn,rday,sr
rday=DATE()
sr=0
rw=8
pgn=0
USE CUSTOMER
GO TOP
DO WHILE .NOT. EOF()
ON ESCAPE EXIT
pgn=pgn+1
@ 1,1 SAY "Page"
@ 1,7 SAY pgn
@ 1,1 SAY "                              AFRIBANK NIGERIA PLC, MINNA BRANCH "
@ 3,1 SAY "                      MASTER LIST OF CUSTODY OF VALUABLE ITEMS AS
AT"
@ 3,69 SAY rday
@ 5,1 SAY "              "
@ 6,1 SAY "       S/NO    CUST. NO.    NAME        DESCRIPTION      DATE
DURATION  CHARGES"
DO WHILE .NOT. EOF()
sr=RECNO()
@ rw,1 SAY SR
@ rw,19 SAY CERTNUM
@ rw,26 SAY CSTNAME
@ rw,45 SAY DITEM
@ rw,57 SAY DIDEP
@ rw,69 SAY PIDEP
@ rw,75 SAY CHPD
rw=rw+1
SKIP
IF rw=60
 EJECT
 rw=8
 EXIT
ENDIF
ENDDO
ENDDO
rw=rw+2
IF rw=59
 EJECT
 pgn=pgn+1
 rw=2
ENDIF
@ 2,1 SAY "Page"
GO TOP
COUNT TO sr
@ 2,6 SAY pgn
@ rw,10 SAY "          TOTAL NUMBER OF ETC ITEMS      "
```

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```
@ rw,52 SAY sr
CLOSE ALL
EXIT
ENDDO
CLOSE ALL
SET PRIN OFF
SET DEVI TO SCRE
```

```
                ***** PCUSWLST.PRG *****
  CLEAR
  SET TALK OFF
  SET CENTURY ON
  SET SCOREBOARD OFF
  DO WHILE .T.
  SET PRINTER ON
  SET DEVICE TO PRINTER
  **@ 0,0 SAY CHR(15)
  PUBLIC pgn,rday,sr
  rday=DATE()
  cst=SPACE(2)
  sr=0
  rw=10
  pgn=0
  USE CUSTOMER
  SORT TO ALCUSTOMER ON CERTNUM/A FOR STATUS="MATURE" .OR. STATUS="PREMATURE"
  USE
  USE ALCUSTOMER
  GO TOP
  DO WHILE .NOT. EOF()
  ON ESCAPE EXIT
  pgn=pgn+1
  @ 1,1 SAY "Page"
  @ 1,7 SAY pgn
  @ 1,10 SAY "                    AFFIRANY NITERIA PLC, MINNA BRANN"
  @ 3,10 SAY " CUSTOMER WITHRAWAL LIST, B        F VALUABLE ITEMS AS AT "
  @ 3,72 SAY rday
  @ 4,1 SAY "            "
  @ 8,1 SAY "S/NO"
  @ 8,7 SAY "CUST. NO.      NAME              DESCRIPTION        DATE        DATE
  WITHDRAWAL"
  @ 9,51 SAY "DEPOSITED"
  @ 9,65 SAY "WITHDRAW"
  @ 9,78 SAY "STATUS"
  DO WHILE .NOT. EOF()
  sr=RECNO()
  sr=LTRIM(STR(sr))
  @ rw,2 SAY sr
  @ rw,8 SAY CERTNUM
  @ rw,17 SAY CSTNAME
  @ rw,38 SAY LITEM
  @ rw,51 SAY DDEP
  @ rw,64 SAY DWDRAW
  @ rw,77 SAY STATUS
  rw=rw+1
  SKIP
  IF rw=60
   EJECT
   rw=10
   EXIT
  ENDIF
  ENDDO
  ENDDO
  rw=rw+2
  IF rw=60
   EJECT
```

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```
pgn=pgn+1
 rw=2
ENDIF
@ 2,1 SAY "Page"
GO TOP
COUNT TO sr
@ 2,6 SAY pgn
@ rw,10 SAY "          TOTAL NUMBER OF RECORDS PRINTED = "
@ rw,52 SAY sr
CLOSE ALL
EXIT
ENDDO
CLOSE ALL
SET PRINTER OFF
SET DEVI TO SCRE
CLEAR
```

```
              AFRIBANK NIGERIA PLC. MINNA BRANCH
              CUSTODY OF VALUABLE ITEM REGISTER

              View Individual Customer Record

Cust. Number                    750 Type END to return to mainm

Customer's Name                 JANAID A. F
Address                         AFRIBANK, MINNA
Next-of-kin                     AMINU M .
Description of custody item     GOLD
Date of item deposit            12/06/2001
Duration of item deposit        SIX MONTHS
Charges paid                        7500


Do you want to view more record ? (Y/N) -
```

AFRIBANK NIGERIA PLC. MINNA BRANCH
MASTER LIST OF CUSTODY OF VALUABLE ITEMS AS AT 31/08/2001

S/NO.	CUST. NO.	NAME	DESCRIPTION	DATE	DURATION	CHARGES
1.	320	AMINU M. ---	SHARE CERT.	01/07/2001	THREE MONTHS	550
2.	375	FATIMA A.	KEYS	28/08/2001	ONE MONTH	300
3.	750	JUNAID A. R.	GOLD	12/06/2001	SIX MONTHS	7500
4.	777	TALATU Y.	JEWELERY	01/08/2001	ONE MONTH	1500

TOTAL NUMBER OF RECORDS VIEWED -   4

AFRIBANK NIGERIA PLC. MINNA BRANCH
LIST OF CUSTODY OF VALUABLE ITEMS WITHDRAWALS AS AT 31/08/2001

S/NO.	CUST. NO.	NAME	DESCRIPTION	DATE	DURATION	CHARGES
1.	777	TALATU Y.	JEWELERY	01/08/2001	ONE MONTH	1500

TOTAL NUMBER OF RECORDS VIEWED -   1