

## Chapter 8

### Send a Projection

#### 8-1. General.

a. Being able to send a projection is essential to the processing cycle. Projecting an applicant can mean the difference between your applicant having a smooth transition at MEPS or having to sit and wait. Projecting also ensures that you will receive the data from your applicant's test, physical, and enlistment.

✓ Before you can send a projection, you have to create a Projection, complete the 714A, and complete the Prospect screen first. These are the only three screens that need to be completed before you can send a projection. These are covered in other chapters and if you have any problems with getting an accepted projection message you will need to return to one of these screens to make the corrections and send the projection again.

b. We will assume that you have completed the necessary screens to send a projection and that all you have to do is replicate it to the MEPS.

c. The following steps will show you how to replicate your projection:

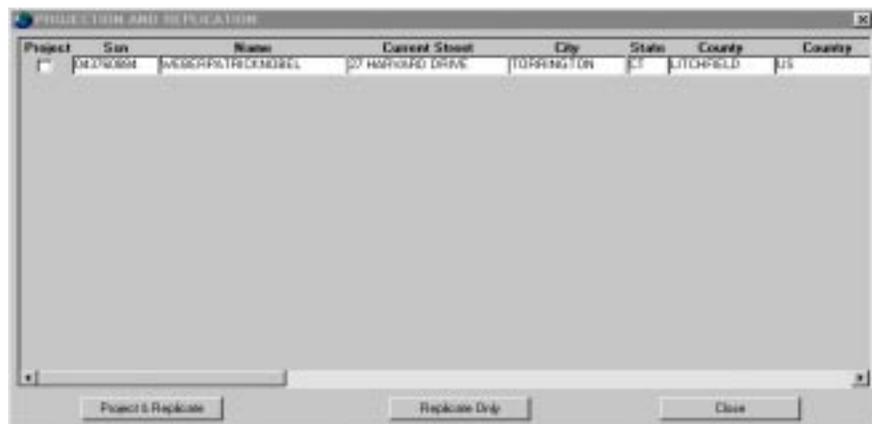
- (1) Tag a projection for replication.
- (2) Understand the projection process.
- (3) Review projection messages.

✓ Remember that you must have your computer connected to a telephone line to dial-in and have a secure connection by using your PKI disk.

d. You first need to open the **PROJECTION AND REPLICATION** window. Click on **File** on the menu bar and then click on **Replicate/Project** or you can just click on the **Telephone** icon.



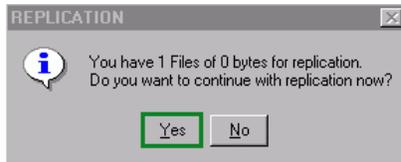
**8-2. Tag a projection for replication.** In this example, there is just one record in **PROJECTION AND REPLICATION** showing, but you can have several if you have created them. To select a record, click the **Project** box. You've now selected the record for Projection. In order to send the projection, click the **Project & Replicate** button.



✓ By using the bottom scroll bar you can review all of the information that will be replicated to MEPS.

**8-3. Understand the projection process.**

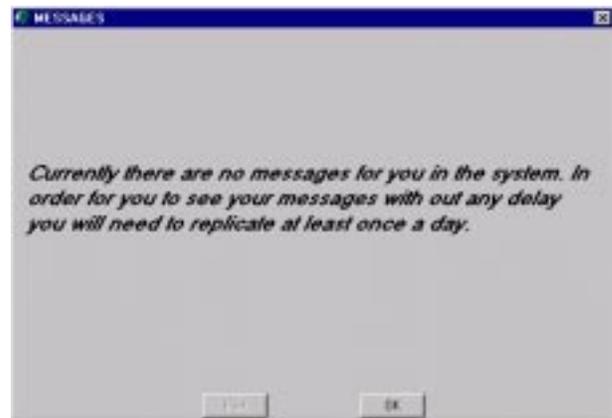
a. Once the system has connected, you'll see several messages asking you to confirm that you want to continue replication and inform you of files being downloaded and uploaded. There is no need for you to do anything once you confirm that you want to continue replicating. Remember if you have a lot of records to download or upload, it may take a few extra moments to complete the process. You'll want to plan accordingly.



b. Click **Yes** and the files you selected will be zipped and then downloaded. The system then will check to see if there are any files to upload. Once the projection process is complete, you'll be logged out from replication. However, you are still connected to your ISP account.

**8-4. Review projection messages.**

a. You'll receive a message that will either inform you that there are no messages to review or will summarize the results of the previous projections. Projection messages will show on this screen for 7 days and then will automatically be removed from your message screen. When you've finished reviewing any messages, click **OK**. You've completed projecting and replicating. Now exit this process by clicking **Close** and you will be returned to the ARISS-RWS Leads-Reports main screen.



b. If you want to see a history of the projections that you have made on a record, open that record and under the **ARISS-RWS** tab click the **PROJECTION** folder, you will find **Projection Messages**. This will display the history of the projections you have made on that record. It

will show the date and time received and the accepted or rejected information.