

# Journal Entry

A Journal Entry is a Customer-level record written to the TapeTrack Journal database.

Journal Entries can be used to record Customer activity that is not represented by a normal Volume movement or storage transaction.

For billing, a Journal Entry can represent a chargeable service such as:

- Express delivery.
- Overnight delivery.
- Immediate delivery.
- Special handling.
- Emergency retrieval.
- Additional administration.
- Other Customer-specific services.

Journal Entries are identified by a Journal Note Type index. The index is matched by an `AddJournalChargeItem` rule when the Customer's `.ttstats` file is processed by [TMSS10LogStatsProcess](#).

## Journal Note Types

Journal Note Types provide a controlled list of entries that users can select when recording Customer activity.

Each Journal Note Type has:

- An Index: Value used by the Billing Rules.
- A Description: Readable value presented to the user.

Server Information

Options

Public Holidays

Journal Note Types

Attribute List Values

| Index | Description        | Default |
|-------|--------------------|---------|
| 00    | Express Delivery   | 0       |
| 01    | Overnight Delivery | 0       |
| 02    | Immediate Delivery | 0       |
| 03    |                    | 0       |
| 04    |                    | 0       |
| 05    |                    | 0       |
| 06    |                    | 0       |
| 07    |                    | 0       |
| 08    |                    | 0       |
| 09    |                    | 0       |
| 10    |                    | 0       |
| 11    |                    | 0       |
| 12    |                    | 0       |
| 13    |                    | 0       |
| 14    |                    | 0       |
| 15    |                    | 0       |
| 16    |                    | 0       |
| 17    |                    | 0       |
| 18    |                    | 0       |
| 19    |                    | 0       |
| 20    |                    | 0       |
| 21    |                    | 0       |
| 22    |                    | 0       |
| 23    |                    | 0       |
| 24    |                    | 0       |
| 25    |                    | 0       |
| 26    |                    | 0       |
| 27    |                    | 0       |
| 28    |                    | 0       |
| 29    |                    | 0       |
| 30    |                    | 0       |

Save

Cancel

Help



Once a Journal Note Type is used for billing, do not reuse its Index for a different service. Changing the meaning of an existing Index may cause historical and current activity to be billed incorrectly.

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