SYSTEM (ALL MODULES)

RELEASE NOTES – MARCH 2016

This document explains new product enhancements added to the ADMINS Unified Community for Windows **System Library** and installed on your site in **March 2016**.

TABLE OF CONTENTS

1. CHECK IMAGE ATTACHMENTS

The **Posting of Labor Distribution** in the Human Resources Module and **Posting the Disbursement Warrant** in the Accounts Payable module now run faster. The posting processes no longer attach the check images. This attachment step now runs as a scheduled task twice daily.

Figure 1 Accounts Payable

Figure 2 Payroll

Please refer to the Release Notes for the Accounts Payable and/or Human Resources module to see a full explanation of these new changes.

We are rolling this change out slowly to a couple of sites to begin with, once they are up and running we will be incorporating this change on other sites during late March/early April.   You will be notified as these changes are implemented on your site.
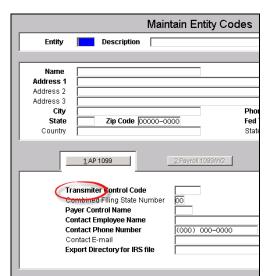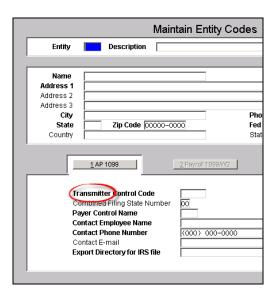
HELP **Check images will *not* be immediately available in the query screen once the posting is complete. The images will be viewable after the scheduled task that attaches the images is run at the the end of each day or the beginning of the following day.**

[ADM-AUC-HR-9684]

2. ENTITY TABLE

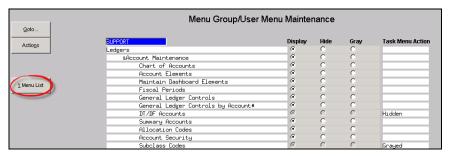Corrected a typographical error on a label on the Maintain Entity Codes table.
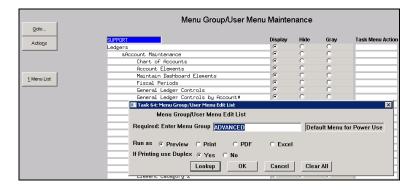
ADM-AUC-SY-7976]

3. MENU MAINTENANCE

There is a new report available on the Menu Group/User Menu Maintenance screen that will allow you to print the entire menu listing for a single menu group. It will show you what menu items the user has access to and what is hidden from their menus.
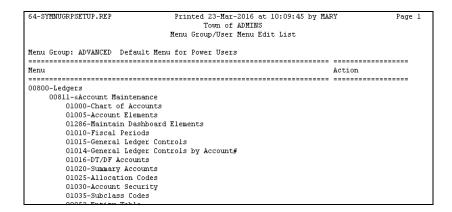
You may access the report either by selecting **System ▶ Reports ▶ Menu Group/User Menu Edit** List or you may click **System ▶ Menu Maintenance ▶ Menu Group/User Menu Maintenance** to access the screen.
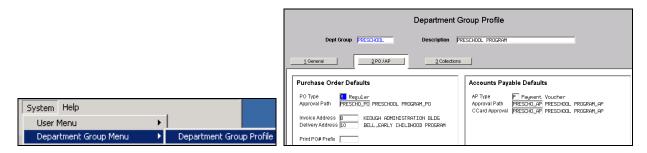
[ADM-AUC-SY-7984]

4. DEPARTMENT GROUP SECURITY

4.1. "Power User" Department Access for AP/PO

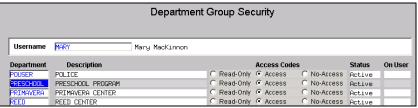The account security process has been enhanced to allow for one or more "power users" who need to have access to ALL Department Groups without manually managing the security tables each time a new one is added.

Currently, if a new Department Group is needed, the record is added to the Department Group table:

And then access to that group is indivudally granted to each applicable user account:

With this update, now, any user names specified in Module Control #45 will be added to All Department groups automatically. However, this will only happen during the "weekly rebuild" of the account security features. For most sites, the weekly rebuild runs on Sunday.

This means that if you add new Department Groups to the system on Tuesday and Wednesday, they will not be automatically added to the "power users" until the weekly process runs on Sunday. If you need immediate access to those groups then you may continue to set the access manually.
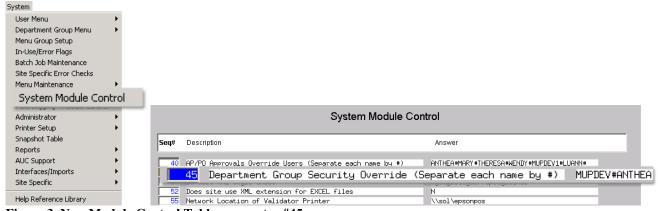

Figure 3 New Module Control Table parameter #45

[ADM-AUC-SY-7987]

5. SYSTEM ADMINISTRATION KIT

Sections 6.1 and 6.2 of the System Administration Kit were revised. In section 6.1, the following paragraph was added:

> *Sites are required to supply client software (for example, Sonicwall, Juniper or CISCO VPN plug-ins), as requested when a new operating system is adopted for use by ADMINS staff to support the client site. This will be coordinated with the client site when the need arises.*

In Section 6.2, the Maintenance schedule was changed from "Beginning of March" to "March", etc., to allow for flexibility to accommodate the different reporting and business cycles of our customers.

Maintenance schedule: March
                             June
                             September
                             December

[ADM-AUC-SY-7986]

6. HELP REFERENCE LIBRARY

6.1. New or Updated Documentation

The following new or updated documentation was added to the Help Reference Library.

6.1.1.   All Modules

•   SYSTEM   System Administration Kit

6.1.2.   Accounts Payable

•   1099 PROCESSING   Edit List for Work File screen

6.1.3.   General Ledger

•   Build Grant Funds   Establishing Grants, Awards Amounts and more

6.1.4.   Human Resources

• EMPLOYEE POSITIONS   Attendance Report (Time Used)
                                    Employment Verification Report (3 yr wages)
• YEAR END PROCESSING   W2 Year End Training Slides
• SPECIAL PROCESSING   EEO Reporting
                                    Group Term Life Insurance – Over 50K