



This document explains new product enhancements added to the **ADMINS Unified Community for Windows (AUC) REVENUE COLLECTIONS** system. Key updates include:

### CONTENTS

- 1 Adjustment Batch – Displaying the Payment Amount [Enhancement]..... 2
- 2 Deposit and GL Effective Date Added to Batch Report [Enhancement] ..... 3
- 3 Invoice Cloud Transfer Error – Email Update [Fix]..... 4
- 4 Help Reference Library & ADMINS Website ..... 4
  - 4.1 New Content on ADMINS.com ..... 4



## 1 Adjustment Batch – Displaying the Payment Amount [Enhancement]

To make it easier for cash book reconciliation, the "payment amount" will be added to the totals section on adjustment batch reports.

The issue was that the Entered and Expected amounts displayed on the report include any new charge amounts added during an adjustment. e.g. A Bad Check Fee was added.  $(-800 + 25 = -775)$

To correctly identify the cash position of the batch, the payment amount is now included.

Reversing bad check	\$ -800.00 (posted to cash)
Add NSF/Bad Check Fee	\$ 25.00
Expected Amount	\$ -775.00

4020-RCADJPOST.REP Printed 06-Nov-2025 at 09:49:23 by ANIHEA Town of Admins Post Adjustments Page 1

\*\* Batch In Balance \*\* Will Post

Batch# : 1645  
Posting# : 8902513

Pay Trx Date : 06-Nov-2025 Bank : CRB CHARLES RIVER BANK  
GL Effective Date: 06-Nov-2025 Entered By : ANIHEA  
Deposit Date : N/A Batch Owner: ANIHEA

Entered : \$ -775.00  
Expected : \$ -775.00  
Payment Amt : \$ -800.00

Batch#	Trx#	Bill Year	Payment Date	Bill Number	Bill Type	Bill Category	Chg Amt	Adj Amt	Ref Amt	Pay Amt
1645	2720031	2025	06-Nov-2025	001011-00	10 Real Estate	01 Tax				-800.00
1645	2720031	2025	06-Nov-2025	001011-00	10 Real Estate	80 Insufficient Funds	25.00			
	2720031				*** Total		25.00			-800.00
					*** Total for Real Estate		25.00			-800.00
					*** Grand Total ***					
					Type	Count	Chg Amt	Adj Amt	Ref Amt	Paid
					Real Estate	2	25.00			-800.00
						2	25.00			-800.00

[ADM-AUC-RC-8707]



## 2 Deposit and GL Effective Date Added to Batch Report [Enhancement]

The Batch Deposit Date of the Batch Pay-Trx Date now appears in the report header based on what is designated in System Module Control for Sequence number 4031 [Date Used for Posting to Ledger – Transaction Date or Deposit].

### Report 4393 – Batch History Edit List

The GL Effective Date and Deposit Date have been added to this report. The System Module Control selection that was designated for Sequence # 4031 also shows at the bottom of the page. In this instance, that is set to Deposit Date.

4393-RCREP:RCRECBATCHREP

Printed 11-Dec-2025 at 18:12:40 by CHRIS

Town of Admins  
Batch History Edit List

Batch User : WENDY

Batch# : 1647

Entered : \$ (513.00)

Expected : \$ (513.00)

GL Effective Date: 20-Nov-2025

Deposit Date: 20-Nov-2025

=====

Batch# Trx# Year Trx Date Description Charge Amt Adjustments

=====

Selection Legend:

-----

Sort By: User Batch#

Total Bal. Fund

Post By: By Deposit Date

### Report 4625 – Treasury Receipt History Print List

The GL Effective Date has been added to this report.

4625-RCDEPHISLST.REP		Printed 04-Dec-2025 at 10:53:03 by ANTHEA				Town of Admins	
						Treasury Receipt History Print List	
						Posted Between 08012025 and 09012025	
Year	Code	User Batch	Payment Amt	Pay Date	Deposits	GL Effect	Post Date
====	====	=====	=====	=====	=====	=====	=====
						Account Number	

The System Module Control selection that was designated for Sequence number 4031 also shows at the bottom of the report. In this instance, that is set to Deposit Date.

Selection Legend:	
-----	
Year: 2026	
Post Dates: 08012025 to 09012025	
Report in: Detail	
Sort by: Deposit Date	
Post By: By Deposit Date	

[ADM-AUC-RC-8701]



### 3 Invoice Cloud Transfer Error – Email Update [Fix]

The overnight job to generate the Invoice Cloud daily balance file produces an error email if there is an issue with the process, however this email was not specific enough on what the error was.

This has been enhanced to give the specific error on what needs to be fixed.

Subject: [PLUTO22-AUC] 17-Nov-2025 Unsuccessful Transfer to Invoice Cloud

Files have not been transferred to Invoice Cloud due to one of the following

Please Review these Module Control values for errors

MODCTR #4055: b:\auc\_development\admhome\transfer

The process tried to create this folder and was unsuccessful.  
Review the location in MODCTR 4055 as it might have been moved or deleted

\*\* Do not reply to this email message as it was system generated  
via the ADMINS Unified Community (AUC) System \*\* Email List: [DAILYBAL] Collections Daily Balance Location Email

[ADM-AUC-RC-8708]

## 4 Help Reference Library & ADMINS Website

This section lists the new and updated documents that are available in the Help Reference Library and the ADMINS website.

### 4.1 New Content on ADMINS.com

Links below will be helpful and are available on the ADMINS.COM website.

Site Link: [Videos & Quick Tips](#)

- New - Element Categories - [Element Categories in Reports](#)