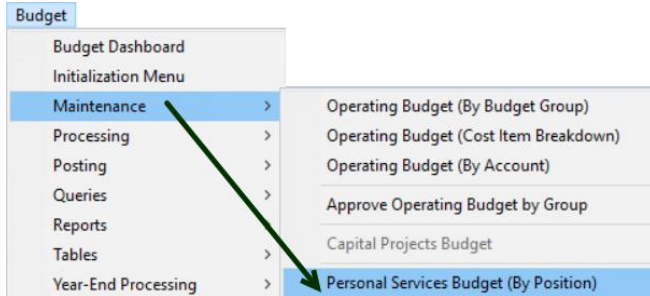# BUDGET

RELEASE NOTES – DECEMBER 2020

This document explains new product enhancements added to the **ADMINS Unified Community for Windows (AUC) BUDGET** system**.**
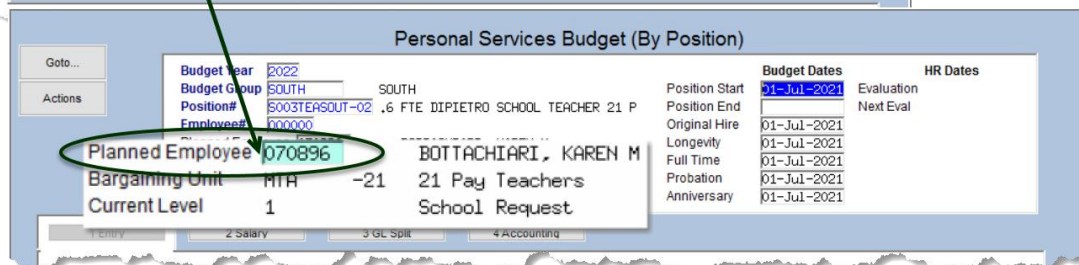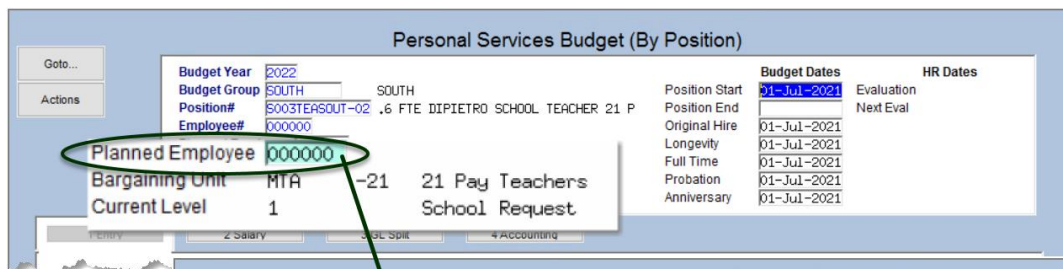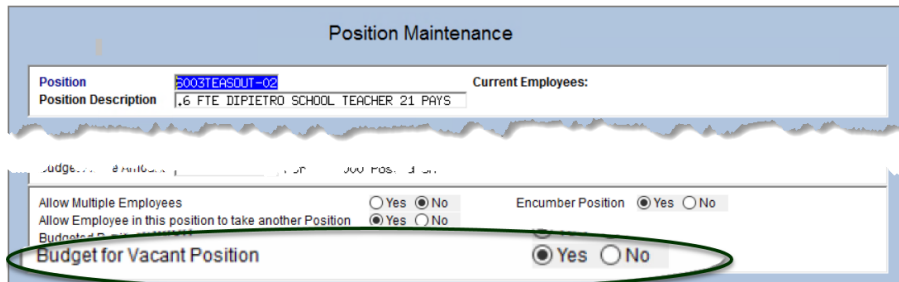
CONTENTS

1 PERSONAL SERVICES BUDGET BY POSITION [Enhancement]

1.1 Create Position - Allow the Entry of Planned Employee

There are times when a position for the budget year is vacant but there is an employee *planned* for that position. The **Planned Employee** number can now be entered in a **new field** so that the information is shown on the Personal Services Budget by Position screen. This field will be editable for positions that are marked as **"Budget for Vacant Position ⊙ Yes"** on the **Human Resources ▶ Position Maintenance** screen.
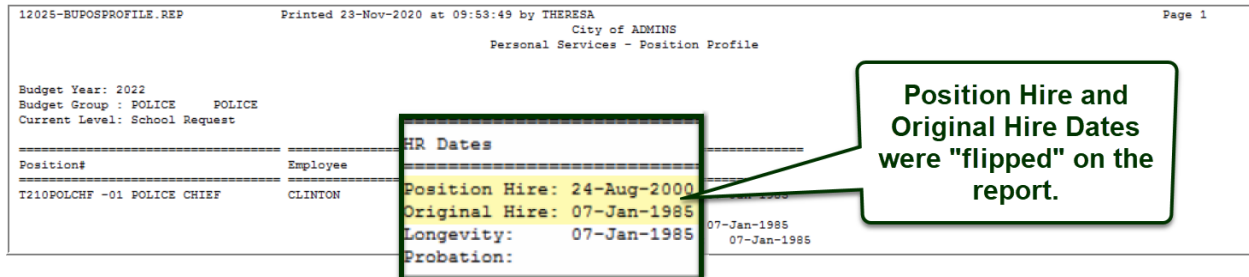

[ADM-AUC-BU-3938]

2   REPORTS [Fix]

ADMINS corrected the **12024 Personal Service – Position Profile** report – the position hire and original hire dates were mislabeled.

[ADM-AUC-BU-3939]

3   EMAILING FROM AUC

ADMINS allows emailing a report or document to multiple addresses simultaneously. **Separate each email address with a comma**, as shown below. Currently, there is a maximum of eighty characters available in the email address field.
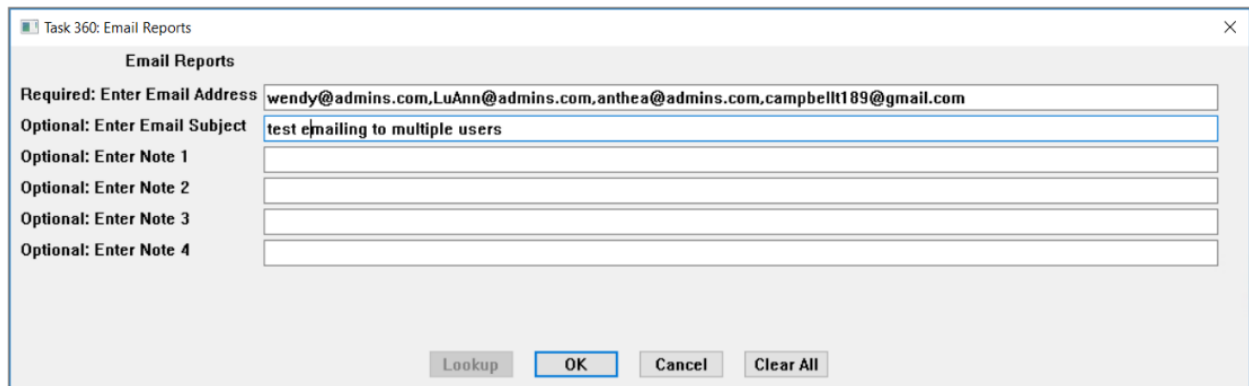
Do not use spaces between the email addresses.

Figure 1 Enter multiple email addresses, separated by a comma, with no spaces between the addresses

[ADM-AUC-SY-8164]

4   HELP REFERENCE LIBRARY

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

4.1   New or Updated Documents

- MAINTENANCE   BU–140 Personal Services Budgeting   [Updated]
- SYSTEM   SY–101 Quick Start Videos   [Updated]