MISCELLANEOUS BILLING

RELEASE NOTES – SEPTEMBER 2019

This document explains new product enhancements added to the **ADMINS** Unified Community for Windows **MISCELLANEOUS BILLING** system.
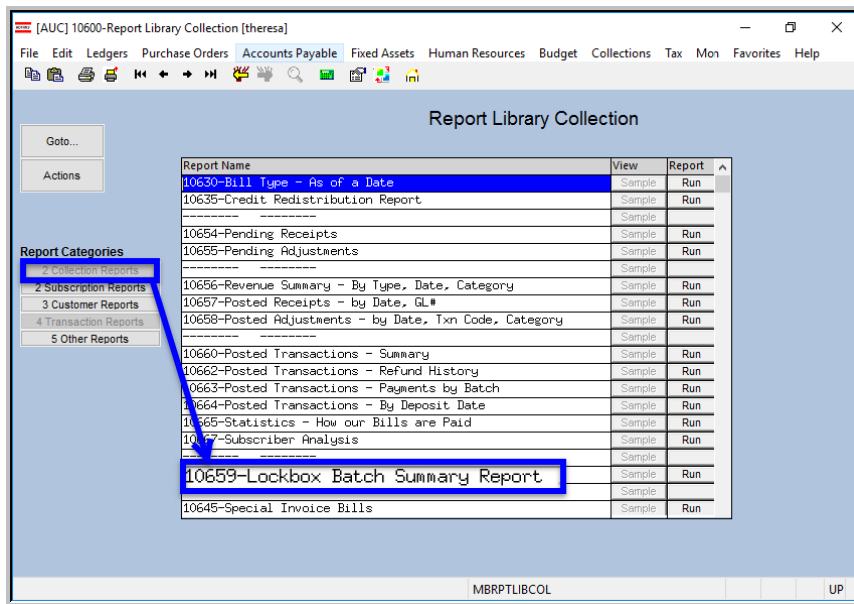
CONTENTS

1. REPORTS [ENHANCEMENT]

ADMINS added a new Lockbox Batch Summary Report.

1.1. #4650 Lockbox Summary Report [Enhancement]

Run the report by selecting **Miscellaneous Billing ▶ Reports ▶ Report Library ▶ [2 Collection Reports] ▶ #10659 Lockbox Summary Report**.
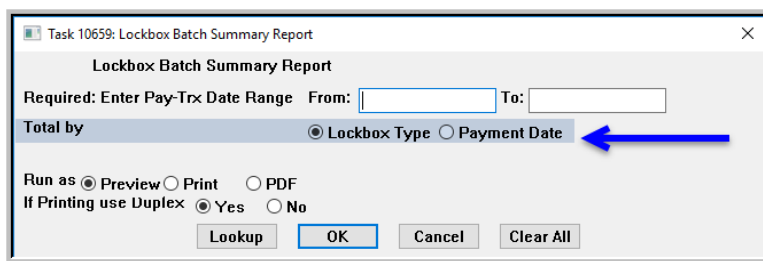

Figure Lockbox Summary Report prompt –uses a "Total by" selection radio button

If **Total by ⊙ Lockbox Type** is selected, all dates within the specified range for a lockbox type will be listed and a total for each lockbox type as well as a grand total for period will be shown.

In the example in **Figure 1** are multiple dates for a single lockbox type:

The legend at the bottom of the last page of the report will indicate which way the report was run; either by Payment/Trx Date or by Lockbox Type.

Figure 1 – Lockbox Summary Report with totals for each lockbox type

If **Total by ⊙ Payment Date** is selected, this will sort the report by payment date and give a lockbox type total on change of date..

Figure 2 Lock Box summary report with Total by ⊙ Payment Date selected

[ADM-AUC-MB-64]

2. HELP REFERENCE LIBRARY

2.1. New or Updated Documents

• OTHER   MB–515 Training Mode   [New]