



# MOTOR VEHICLE EXCISE TAX BILLING

## RELEASE NOTES – DECEMBER 2019

This document explains new product enhancements added to the **ADMINS Unified Community (AUC)** for Windows **MOTOR VEHICLE EXCISE TAX** module.

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### 1. ASSESSOR NAMES IN MODULE CONTROL [Enhancement]

Members of the municipalities’ Board of Assessors can change with each election. To allow the site “super user” to make changes when needed without **ADMINS** intervention, **ADMINS** added five new module control values, to hold the board member names.

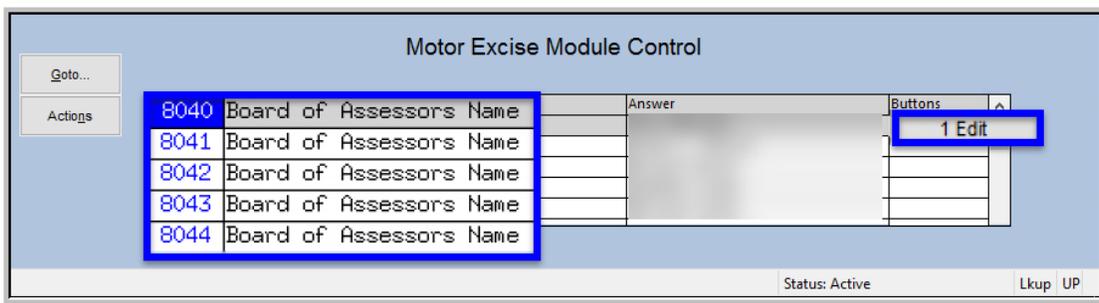
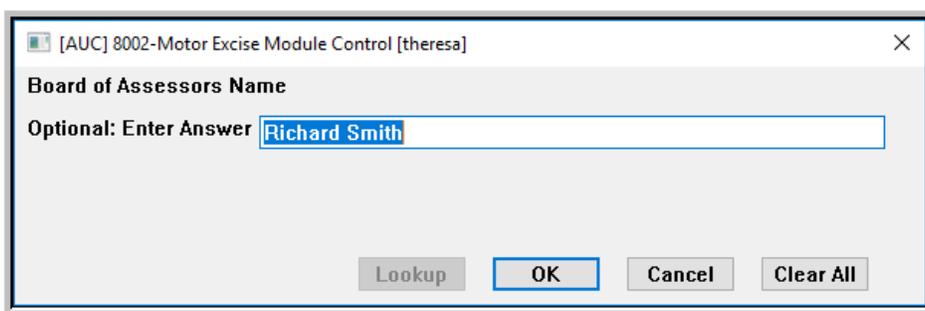


Figure 1 Module Control Sequence #s 8040 - 8044

These names may be printed on the **Motor Vehicle Abatement Certificates** by contacting [support@admins.com](mailto:support@admins.com) for **a one-time change** to the site-specific abatement certificate form. Once the **one-time change** is made to the abatement certificate form, each time module control is updated the new names will show on the form. The values may be set by selecting, for example, **Motor Excise ▶ Module Maintenance ▶ #8042 ▶ [1 Edit]**.



Type in the name to be printed on the Abatement Certificate. Click on **[OK]** to confirm each change.

Figure 2 Example of setting a Board of Assessor’s Name for printing on the Motor Vehicle Abatement Certificate

[ADM-AUC-MV-1677]

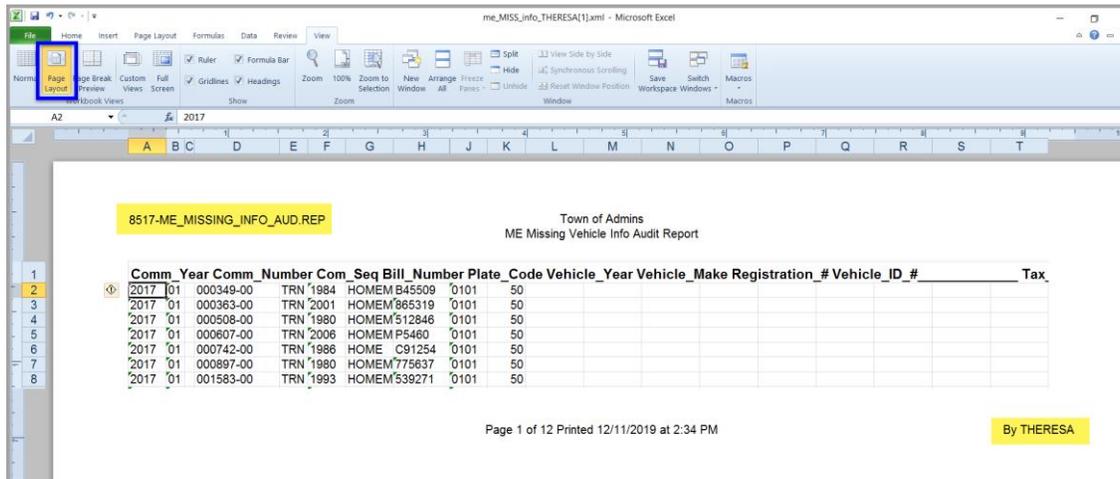


## 2. EXCEL® REPORTS [ENHANCEMENT]

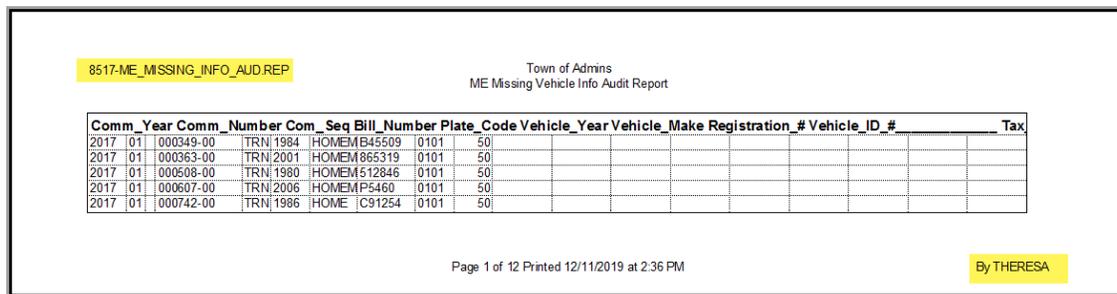
Users frequently ask for assistance to re-run an **Excel®** report – and provide an image or photocopy sample that was produced around the same time last year.

To help [support@admins.com](mailto:support@admins.com) staff provide quicker answers, many **AUC Excel®** reports will now include the **report number and name** in the upper left corner of the report, similar to what is shown on reports run as **Print/Preview/PDF®**. **ADMINS** also now includes the **username** at the bottom right of the reports.

To see this information while working on the **Excel®** spreadsheet, select **View ▶ Page Layout** view.



This information is also available on the **preview or printed Excel®** output.



[ADM-AUC-SY-8133]

## 3. HELP REFERENCE LIBRARY

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

### 3.1. New or Updated Documents

- SITE SPECIFIC ME–260 Cranston, RI MV Excise Registry Delinquents [Updated]
- SYSTEM ME–410 System Administration Kit [Updated]