



MOTOR VEHICLE EXCISE TAX BILLING

RELEASE NOTES – DECEMBER 2020

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

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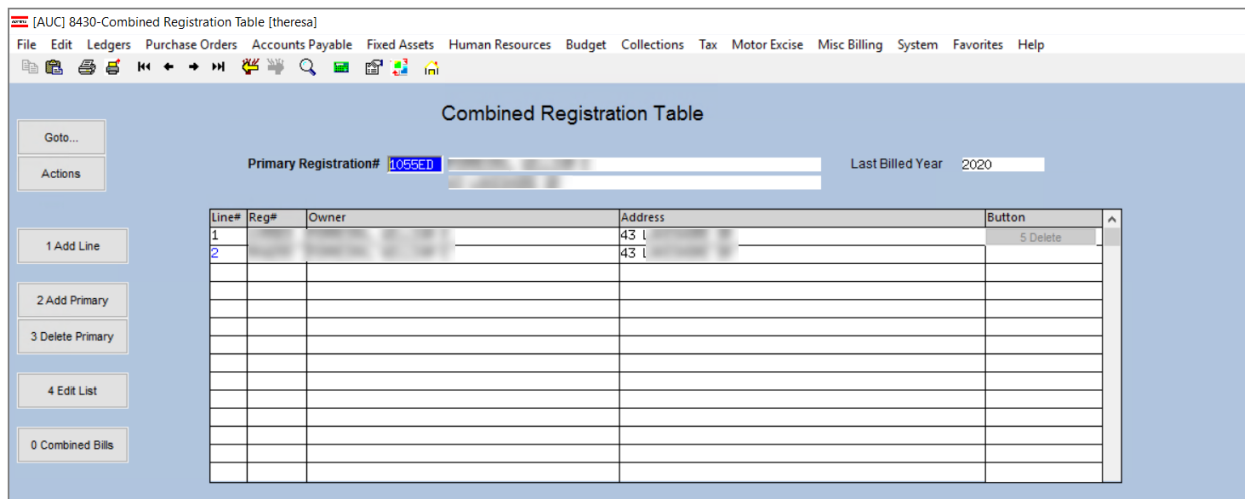
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1. COMBINED REGISTRATION TABLE [Enhancement]

ADMINS ran a process to build the combined registration table by the sort name using the 2020 Motor Excise bills as a starting point.

This is intended to be a timesaver for sites that want the convenience of the combined registration table but do not have the resources to build the table for each primary registration. Sites wishing to use the data and reports on the table should review it carefully, as this automated process may result in unintended consequences.

Going forward, each site using the combined registration table should maintain the data in the table on an ongoing basis. Read the instructions in the **ME-195 Combined Billing Table** document to learn more about the feature.



[ADM-AUC-MV-1691]



2. 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.

The screenshot shows a dialog box titled "Task 360: Email Reports". It has a close button (X) in the top right corner. The main area is titled "Email Reports". There are four input fields on the left side, each with a label: "Required: Enter Email Address", "Optional: Enter Email Subject", "Optional: Enter Note 1", "Optional: Enter Note 2", "Optional: Enter Note 3", and "Optional: Enter Note 4". The "Required" field contains the text "wendy@admins.com,LuAnn@admins.com,anthea@admins.com,campbellt189@gmail.com". The "Optional" field contains "test emailing to multiple users". Below the input fields are four empty text boxes for notes. At the bottom of the dialog are four buttons: "Lookup", "OK", "Cancel", and "Clear All".

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

[ADM-AUC-SY-8164]

3. HELP REFERENCE LIBRARY

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

3.1. New or Updated Documents

- SYSTEM SY-101 Quick Start Videos [New]