



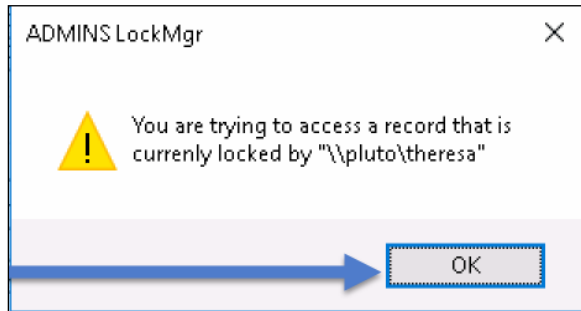
PERSONAL PROPERTY TAX

RELEASE NOTES – SEPTEMBER 2018

This document explains new product enhancements added to the ADMINS Unified Community for Windows **PERSONAL PROPERTY TAX** system.

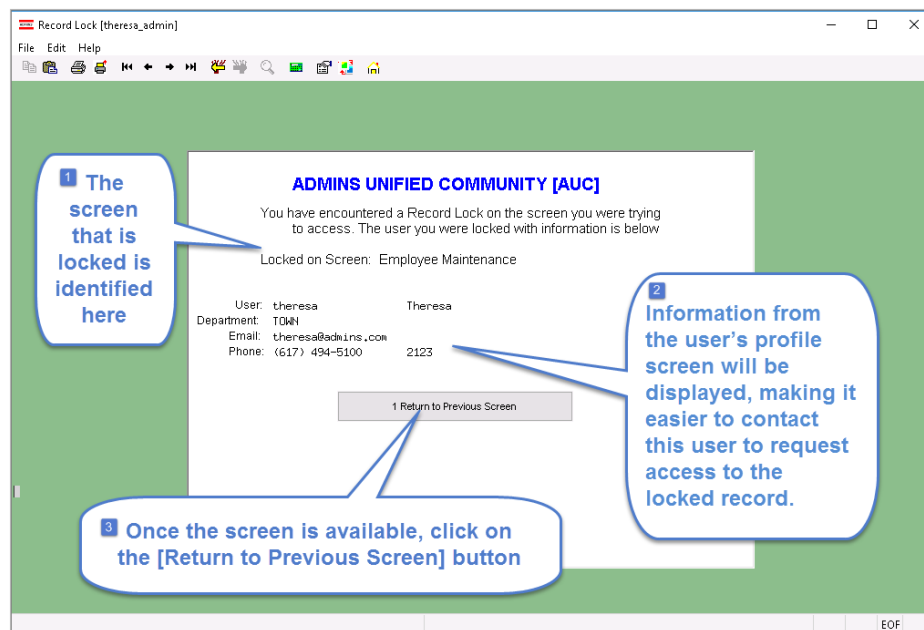
1. WHO IS LOCKING A RECORD ON THE UPDATE SCREEN? [New]


ADMINS is pleased to announce a new feature that will identify who you are record-locked with on a new record-locking screen. When a record-lock occurs, a popup screen will appear as shown in Figure 1. Click on **[OK]**.



1. The system will display a new screen providing information needed to contact the user who is locking the record. The screen name will be supplied. See Figure 2.
2. Contact the user locking the record to ask them to exit the screen.
3. Click on the **[Return to Previous Screen]** button to return to the same record that was previously locked.

Figure 1 Popup notification that a record is locked



If the user cannot be contacted to exit the record, proceed to another task by clicking on the  (**[Home]**) button). From the home screen, use the menu to select another task.



Detailed information and examples are available in the new document, **RE-705 Locking Screen**.

Figure 2–New screen with information about who is locking a record and how to contact them

[ADM-AUC-SY-8063]

2. HELP REFERENCE LIBRARY

2.1. New or Updated Documents

- OTHER RE-705 Locking Screen [New]