



SYSTEM (ALL MODULES)

RELEASE NOTES – MARCH 2022

This document explains new product enhancements added to the ADMINS Unified Community (AUC) for Windows SYSTEM LIBRARY.

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1 HELP REFERENCE LIBRARY

ADMINS added the following new or updated documents to the Help Reference Libraries.

1.1 Accounts Payable

- Enter Vouchers/Process Payments AP-160 Budget Checking [New]

1.2 Fixed Assets

- Processing FA-230 Fixed Asset Depreciation Processing [Updated]

1.3 General Ledger

- Account Maintenance GL-230 Summary & Budget Check Accounts [Updated]
- Journal Entries GL-310 Upload Journal Entry [Updated]

1.4 Human Resources

- Employee Positions HR-125 Terminating & Reactivating an Employee [New]
- Year End Processing HR-765 Calendar Year End ACA Slides [Updated]
- Special Processing HR-477 Rehire Employees En Masse [New]
- HR-620 W2 Processing [Updated]
- HR-625 Issue a Corrected W2 [New]



1.5 Miscellaneous Billing

- Billing MB–330 Process Unbilled Charges [New]

1.6 Purchase Orders

- Purchase Order Entry PO–155 Budget Checking [New]
- Purchase Order Processing PO–240 Liquidate Purchase Orders [Updated]
- PO–242 Purchase Order Liquidation Requests / Denials [New]

1.7 Revenue Collections

- Adjustments RC–340 Credit Charge Redistribution [New]
- Tax Title RC–480 Tax Title Account Statements [New]

1.8 Real Estate

- Collections/Adjustments RE–570 Credit Charge Re-Distribution [Updated]

1.9 Tax Title

- Tax Title RC–480 Tax Title Statements [New]