Tax Title

Release Notes   September 2023

This document explains new product enhancements added to the **ADMINS Unified Community (AUC)** for Windows **TAX TITLE** system.
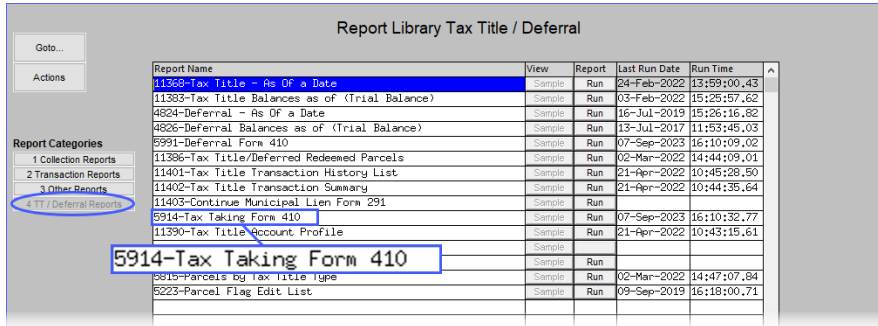
Contents

1 Report #5914 Form 410 [Fix]

Form 410 as available from the report library was not running properly prior to the update. This was corrected. To access the report this way, from the menu, select:

Collections ▶ Reports ▶ Report Library ▶ [4 TT Deferral Reports] ▶ #5914 Tax Taking Form 410

The form 410 button from the TT balance inquiry screen will attach a PDF copy of the form to the TT account whereas the one run from the library will not attach a PDF copy of the form to the Tax Title account.
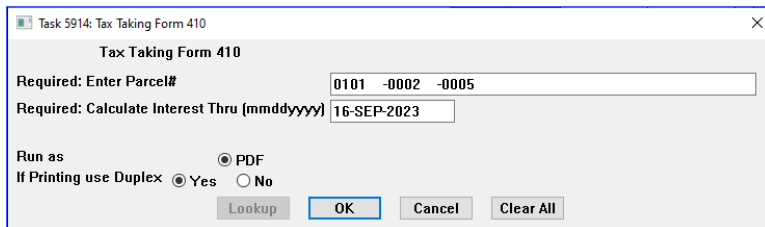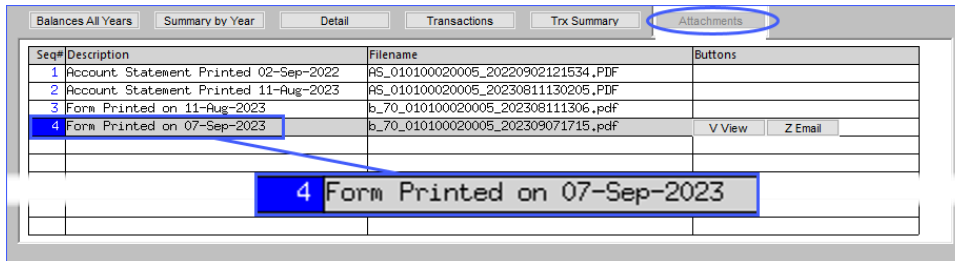

When the report is run from the report library, select the Required Parcel # from the lookup and click on [OK]. Enter the Calculate Interest Thru date by entering it in MMDDYYYY format or select it from the [Lookup].
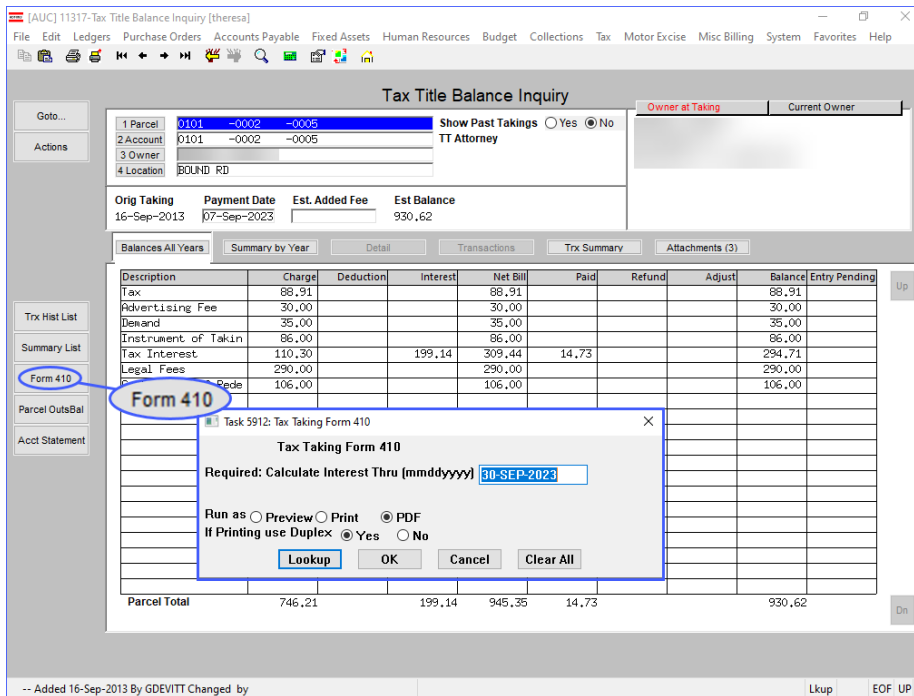
A Form 410 for a specific parcel is available on the Tax Title Balance Inquiry Screen.

When run from this screen, the system will attach a PDF copy of the Form 410 to the Tax Title Balance Inquiry Attachments screen.

The form 410 created via this method can be viewed or emailed from the Attachments tab.

**Figure 1 Sample Form 410 shows the amounts in Tax Title**

[ADM-AUC-TT-3896]

2   Help Reference Library & ADMINS Website

Added the following new or updated documents to the Help Reference Library and content to **ADMINS**.com:

2.1   New & Updated Documentation in the Help Reference Library

Tables   RC–1460 Tables: Billing Setup   [Updated]
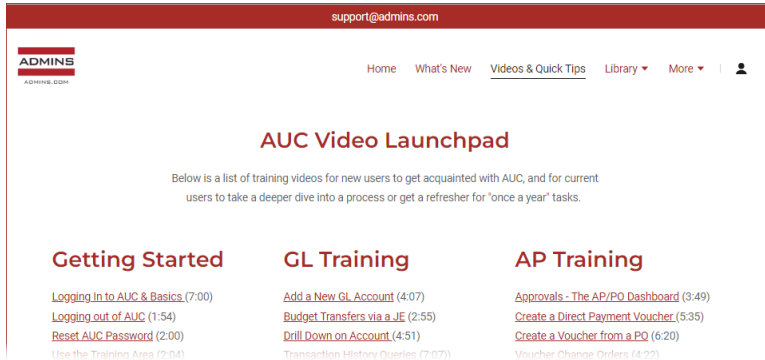
2.2   Access Videos & Quick Tips from the AUC Login Screen
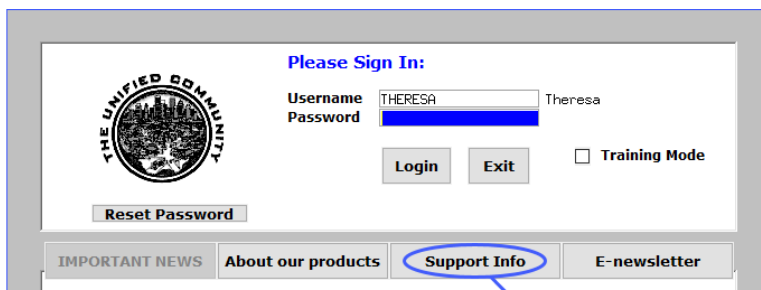
Click on the link to go to the Video Launchpad on the ADMINS website.
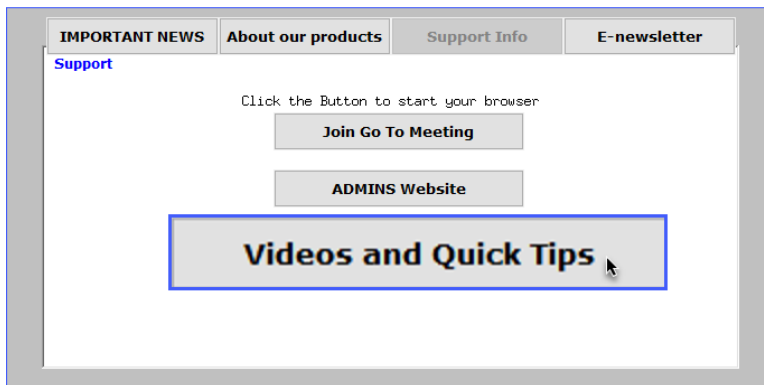
The website direct address is above. The link on the AUC home page shown at left is a quick option if the site allows direct access from the AUC server.

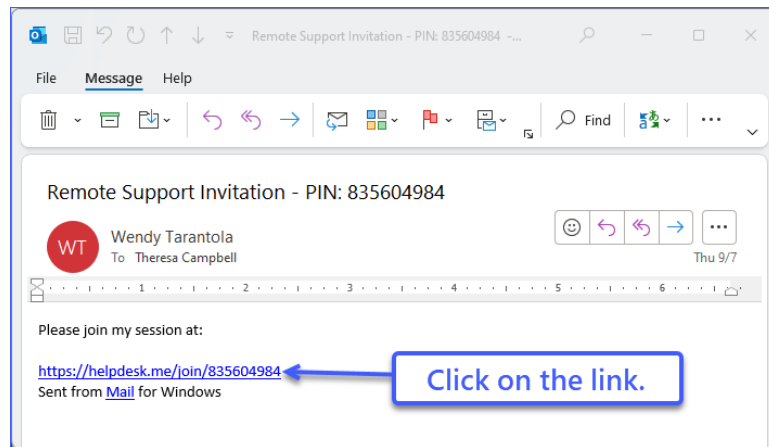We are adding content all the time so check back often; we also send out a "Featured Video of the Month" email.

[ADM-AUC-SY-8305]

3 Using GoToResolve

AUC support staff will use a new tool called "GoToResolve" to allow users to share their screens more easily.
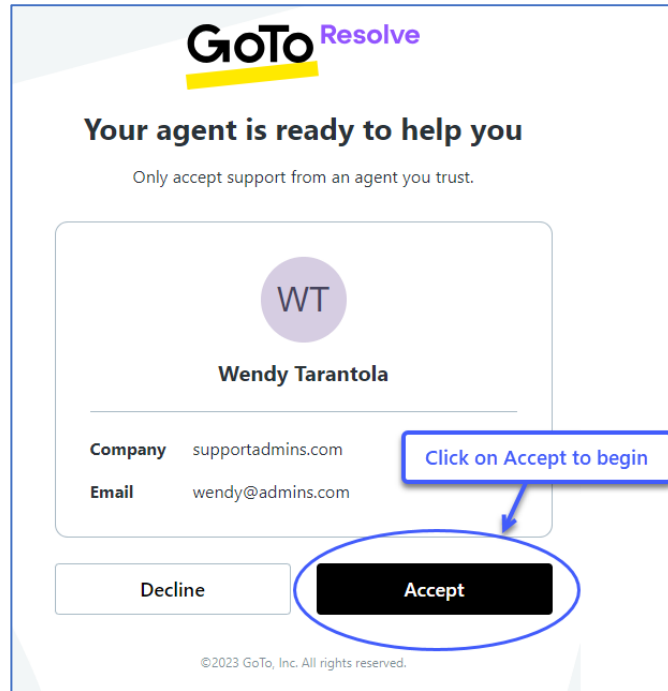
We will telephone you first to review the problem. Then we will send an e-mail with a link to click on.

Clicking on the link will open a browser window that looks like this.
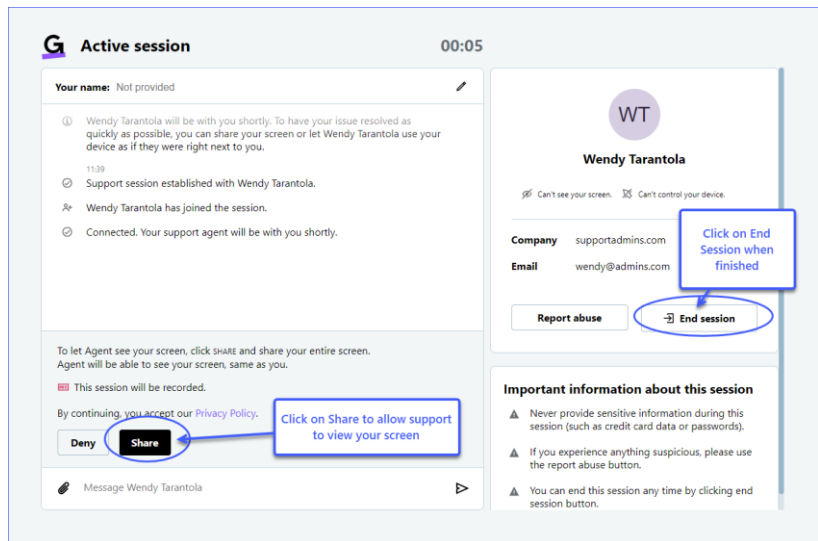
Click on the accept button to begin.

A browser window with instructions opens.
Click on the **Share** button.

During the support session you may be asked to provide additional access. The support team member will walk you through that process if we need to control your screen instead of just view it.

Click on end session when finished.

[ADM-ADM-ADM-6500]

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