Fixed Assets

Release Notes   December 2024

These are changes to the **ADMINS Unified Community for Windows (AUC) FIXED ASSETS** system for this quarter.

1 Email Notice to Users of Intent to Suspend an Account

Users are inactivated if they have not logged in before their expiration date.

For instance, on sites with a six month expiration window, users who haven't logged in since 20-May-2024 would be "suspended" or "marked inactive" on 20-November-2024.

The notification period is 14 days from the suspension date, in this example, from 05-November-2024 through 20-November-2024.

Up to two reminder emails are sent: the first ~14 days before account expiration, and the second ~5 days before. If users do not log in when reminded, their accounts will be deactivated.

The notification is sent if there is an email address present on the User Profile screen:

Two emails are sent to allow for users on vacation, etc., to have time to respond. Log in before the expiration date to prevent the suspension.

The emails include expiration dates, steps to prevent suspension, and instructions for requesting reactivation after suspension.

Figure 1 Email example sent two weeks before the username expiration date
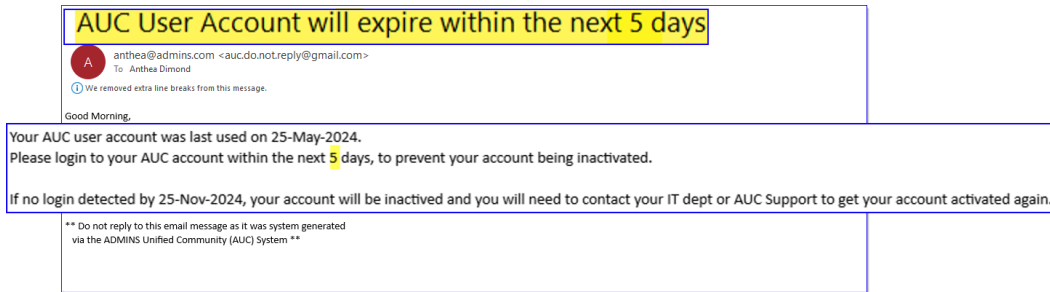
AUC User Account will expire within the next 5 days

anthea@admins.com <auc.do.not.reply@gmail.com>
To Anthea Dimond

ⓘ We removed extra line breaks from this message.

Good Morning,

Your AUC user account was last used on 25-May-2024.
Please login to your AUC account within the next 5 days, to prevent your account being inactivated.

If no login detected by 25-Nov-2024, your account will be inactived and you will need to contact your IT dept or AUC Support to get your account activated again.

** Do not reply to this email message as it was system generated
   via the ADMINS Unified Community (AUC) System **

Figure 2 Email example sent the following week

[ADM-AUC-SY-8356]

2   Help Reference Library & ADMINS Website

This section lists the new and updated content available in the Help Reference Library and the ADMINS website.

2.1   New Content on ADMINS.com

[User Account Security Inquiry Screen](#) (2:38)