

AptaFund 4.1 Release Notes — 2015.10.10 Update

Harris School Solutions has implemented an issue tracking system, named JIRA, to help us monitor program enhancements and defects. In the future, you will be able to reference these issue numbers through Harris eSupport. The APTAWEB numbers refer to the issues in JIRA that were resolved in this release.

Note: Issues marked with two asterisks (**) will be described more completely in technical notes available on eSupport.

New Feature

- **Employee Evaluations**
 - ** Added a tab to Manage Employees > Employee Details to record employee evaluations. APTAWEB-4004
 - State-specific evaluation criteria and available scores will be loaded by Harris personnel. APTAWEB-4044

Improvements

- **** Administration > Manage Users:** Added command to mass assign account code security groups to a selected group of users. APTAWEB-3778
- **Banking > Bank Account Register > Reconcile Accounts:** The amount and date entered in the Ending Balance and Statement Date fields are saved when you exit and then later return to reconcile the account. APTAWEB-4025
- **Chart of Accounts:**
 - ** Element values can now include a delimiter such as a period (.), allowing you to define sub-accounts within the element values. APTAWEB-3607
 - The Fund element can now be one or two alphanumeric characters. APTAWEB-3515
- **** Data Import > AESOP Integration:** User is now allowed to enter account codes for jobs in the AESOP Substitute Pay import. APTAWEB-3900
- **Human Resources > Manage Employees**
 - User is allowed to select more than one race for an employee. APTAWEB-1356
 - Start and Completion dates are now optional when entering degrees on the Education History tab. APTAWEB-4130
 - Added the ability to copy information from the Jobs tab into the Assignments when the Assignments tab is enabled. APTAWEB-3924
- **Payroll**
 - Deduction Assignment > Deduction Set Detail: Added the Enabled status column to the grids on the Fixed Amount and Percentage tabs. APTAWEB-3876
 - ** Manage Payroll > Payroll Register: Added feature to designate whether or not to use a supplemental tax rate of 25% for all jobs on the register regardless of what deductions employees have. Employees on these registers who are exempt from federal withholding are not taxed. APTAWEB-3958, APTAWEB-3867
 - Manage Payroll > Print Payroll Checks & Employee Self Service > My Paychecks: SSN has been removed from printed paychecks and direct deposit stubs, as well as paychecks viewed in Employee Self Service. APTAWEB-3950
 - Manage Payroll Vouchers > Voucher Detail: Now have the ability to adjust liabilities for system deductions. APTAWEB-4123

- **Purchasing**
 - Added an option in Purchasing Configuration to determine whether or not account codes are required when entering purchase requisitions. APTAWEB-2295
- **Reports & Exports**
 - ** 403(b) Plan Report & Data Export: Added the formats required by the vendor, TSA Consulting. APTAWEB-4107
 - Enhanced Reporting
 - ** Accounts Receivable: Added the option to include user-saved grid settings with their filters in the Reports setup window for Recurring Billing Items, A/R Records, and Bill Items. User-saved grid reports will be included in the Reports list under the Accounts Receivable module. APTAWEB-3960
 - Added the option to show or hide report parameters on both Excel and PDF reports. APTAWEB-3974
- **State Specific**
 - California: Removed the Employer Contribution amount — Code 043 for PERS and Code 032 for STRS — from the STRS/PERS Export.
 - Colorado
 - ** Added formats for Voya to the PERA 401k Report & PERA 401k Export. APTAWEB-4056
 - ** CDE Staff report
 - Made the required changes for the 2015-2016 report. APTAWEB-4002
 - Added an indicator in Manage Employees for "State Reporting Only" and uses the indicator to pull these employees onto CO Staff Reports. APTAWEB-4102
 - Added a feature that allows you to edit validation errors in the employee records in Manage Employees. APTAWEB-4071
 - Nebraska: Added the Report to Grid feature to the NPERS Wage and Contribution Report. The grid displays any existing validation errors and allows the user to correct the errors in the employee records. APTAWEB-3933
 - Pennsylvania: Added the Tax Location City field to System Configuration > Addresses/Contacts. The field is hidden by default, but may be displayed when selected in the Table Display Settings popup. APTAWEB-3853
- **User Interface**
 - Accounts Payable > Vendor Invoice
 - Drop-down lists for Ordering and Payment Vendor have a new interface that makes it easy to select the vendor. Beginning to type the name of the vendor in the field causes the drop-down to display vendor names beginning with, or containing, the letters that were entered. Tabbing out of the field before completely entering the vendor name causes the first name in the filtered list to be selected. APTAWEB-3715
 - Fields in focus: The focus in two popup windows is set to the first editable field so you don't have to mouse to a field to begin entering text. The windows are the Account Code Assistant and Allocation popups when adding items to an invoice. APTAWEB-4029
 - Action buttons: Moved the action buttons to the top of the window in both Accounts Payable > Payment Management > Warrant Printing and Payroll > Manage Payroll > Print Payroll Checks. APTAWEB-3948
 - Attachments: In all windows where files may be attached to a record, you're now able to display a column called Attachments that shows the number of attachments for the record. The column is hidden by default, but may be displayed using Table Display Settings. APTAWEB-2988
 - Loading Spinner: Added a spinner to indicate that action is being taken — records are loading in grids, filters are being saved & applied, display settings are being saved, and grid menu commands are being executed. APTAWEB-3902

- More button: A button labeled **More** has been added to ten windows that have more than five commands available. APTAWEB-3677 The windows are:
 - Accounts Receivable > Cash Receipts
 - Banking > Bank Account Management > Bank Detail
 - Capital Assets > Asset Management Detail
 - Chart of Accounts: Structure Maintenance *and* Accounting Cycle Detail
 - Human Resources > Manage Employee > Employee Details > Jobs tab
 - Payroll: Manage Payroll > Register Details *and* Manage Payroll Vouchers > Voucher Details
 - Purchasing: My Purchase Requisitions > My Purchase Requisition Detail *and* Purchase Order > Purchase Order Details

Bugs Fixed

- **Accounts Payable**
 - Vendor Invoice > Invoice Item
 - The Use Tax default in this window is now correctly controlled by the *Automatically Default Use Tax Checkbox* setting in Purchasing Configuration. The default setting is editable. APTAWEB-3775
 - The Edit All button is now working correctly. APTAWEB-4158
 - Warrant Printing: Fixed a permissions error that prevented users with the proper permissions from voiding checks. APTAWEB-4115
- **Banking > Bank Account Register:** Fixed the Go to Source command so it opens the correct record for the selected item. APTAWEB-4049
- **Chart of Accounts > Structure Maintenance > Account Formats:** The Allowed to be Optional for certain funds checkbox now correctly defaults to unchecked and disabled for fund and controlling elements. APTAWEB-3661
- **General Ledger > Journal Entry:** Editing a journal entry line now opens a Edit Journal Entry Line popup window that correctly displays the account code from the line being edited. This fix has been applied to Actual, Budget, and Encumbrance Journal Entry. APTAWEB-4090, APTAWEB-4054
- **Grid reports:** The export to Excel no longer gives error if date fields are blank. APTAWEB-4092
- **Human Resources**
 - Employee Jobs: Now able to close jobs in this window, even for customers who encumber payroll. APTAWEB-4192
 - Employee Jobs > Job Details: You're now correctly prevented from allocating and saving an amount greater than the amount for the job. Allocation is now handled through the Account Code Allocation popup window. APTAWEB-4028
 - HR Configuration > Salary Schedules: Fixed a bug causing an error when trying to apply a salary schedule with retro pay when the HR configuration value, Allow primary job with FTE above zero only, is set to Yes. APTAWEB-4191

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- **Payroll**
 - Employee Payroll Jobs and Employee Payroll Information > Employee Payroll Detail: The Close Job command now displays in these two windows only when the Payroll Configuration value, Allow Payroll Users to Close Jobs, is set to Yes. APTAWEB-3765
 - Manage Payroll
 - Print Payroll Checks: Now able to checks with zero amount net pay that are in printed or pending state. APTAWEB-3781
 - Register Details:
 - Fixed the bug causing incorrect calculation of overtime pay. Also corrected all reports that include overtime pay. APTAWEB-3776
 - Taxes are no longer being incorrectly rounded to the nearest dollar. APTAWEB-4122
 - When creating a Special register and trying to add deductions, there's no longer an error message stating, "Employee's Deduction Set has no Optional Deductions," when in fact there are deductions that can be included. APTAWEB-3797
 - Regional Fields popup now works correctly when adding a supplemental job to the register. APTAWEB- 4225
 - Manage Payroll Vouchers > Voucher Detail
 - When adding a liability adjustment, the allocation amount now displays the correct amount based on the adjustment amount, not the total liability amount. APTAWEB-3801
 - No longer get a system error when cancelling out of modifying an adjustment. APTAWEB-3976
 - Payroll Register by Paycheck Report: Now contains all detailed salary information, as well as employee and employer deduction information. APTAWEB-4075
- **Purchasing > Purchase Order > Purchase Order Details:** When adding shipping cost, the message now correctly says "Shipping cost applied successfully". APTAWEB-3921
- **State Specific**
 - California: Added a new custom field called *Retirement Eligibility Date* in Manage Employee > Employee Details since the pre-existing field called Eligibility Date is used in the calculation for leave types where the amount of leave is based on years of service. APTAWEB-3848
 - Nebraska
 - Users are no longer prevented from approving jobs in Human Resources > Employee Jobs. APTAWEB-4131
 - Fixed a bug causing the NSSRS report to crash on generation. APTAWEB-4118
 - Pennsylvania: Fixed a bug preventing the PSERS report from generating data. APTAWEB-4172