Viewpoint Jobpac Connect™

2022-R3 (effective 18/09/2022)

Contents

Release Overview

For the 2022-R3 Release of Jobpac Connect we have made some great progress towards our PTA Legislative Roadmap with 3 new Reports specifically targeting the QBCC Audit Requirements. You can read more on that below, and there is a whole heap more to come on the PTA front in Releases to follow. Development towards PTA legislation is really important to us as we strive to continue to be 'the most' compliant Construction ERP for the ANZ Construction Industry. In this release we also make available, in Beta, true electronic invoicing by PEPPOL for Accounts Receivable as well as BPay Payment Instruction files that can be uploaded straight to the Bank.

You will notice also some nice UX/UI improvements in the Web Version of Jobpac Connect with wider screens, adaptive Content Viewing capability, and further alignment with Trimble Style Guides. Don't forget, now is the time to begin to transition your users away from the old GUI desktop version, that is currently in sunset mode, if you are still using it. It is important to remember that the Web version is available to all your users now with nothing to install. The product underneath the GUI, is exactly the same as the WUI, with all our customers always on the latest release of Jobpac Connect software. Moving to the Web User Interface (WUI) will give your users more features like, SSO, Ability to reset their own passwords, User Customised Menu System with Folders in Favourites, on screen Content Viewing and more. If you have any questions about planning your transition to WUI strategy please reach out to your Account manager and we would be happy to help you with a plan. An official letter outlining the remaining timeline for GUI support is likely to be distributed in October.

We hope you enjoy the 3rd Jobpac Connect Release of 2022.

Kind Regards
Andrew Tucker
Sr. Product Manager Viewpoint APAC

Enhancements

Roadmap

- *Adaptive Content Viewing - More Space for Side by Side Related Content Viewing*
  In the R3 Release we have introduced a small but useful user experience change to expand the Related Content pane horizontally on the Right Hand Side (RHS) if the Menu panel is folded away on the Left Hand Side (LHS). This allows for better Side by Side document viewing and in some cases may prevent the need for you to pop out the document in a new window. This feature is only available in the Web User Interface (WUI)

  Note: if you use CTRL + (**+/-**) or browser Zoom to expand or shrink your view, to better fit your screen size, you will notice that as you shrink the view, the Related Content pane will automatically expand.

  Note on the screenshot below I have used the 'eyeball' to open the Related Document 'in-frame' on the RHS. Then I click on the Left pointing chevron on the LHS to fold away the menu, to give me more screen space.
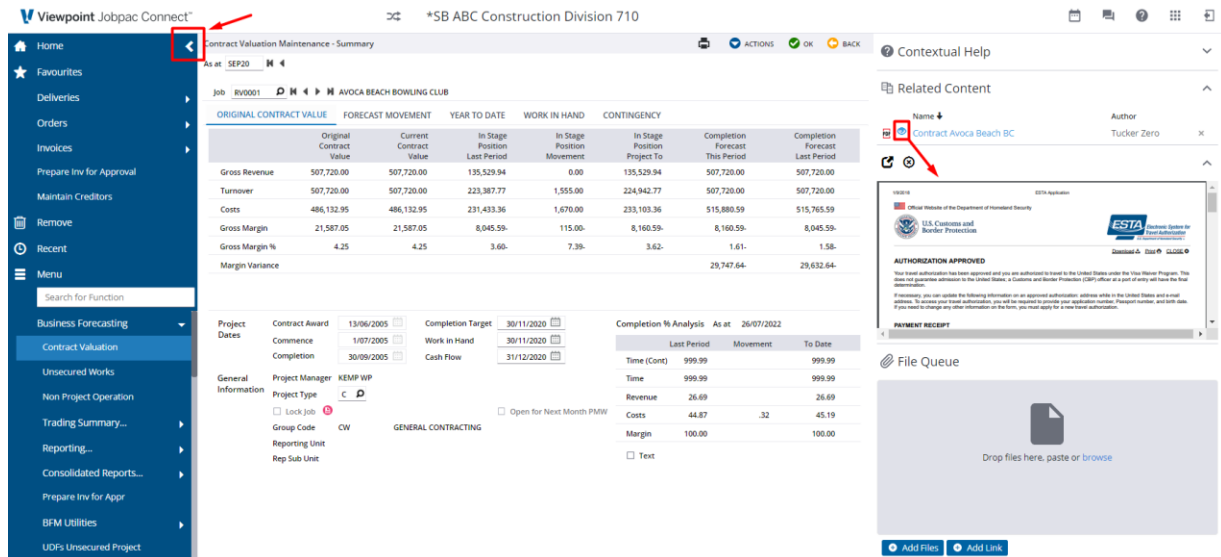
  You can see now on the screenshot below the menu has folded away and the RHS has expanded horizontally to fill more of the available screen space. To open the menu panel again simply click on the menu hamburger icon.
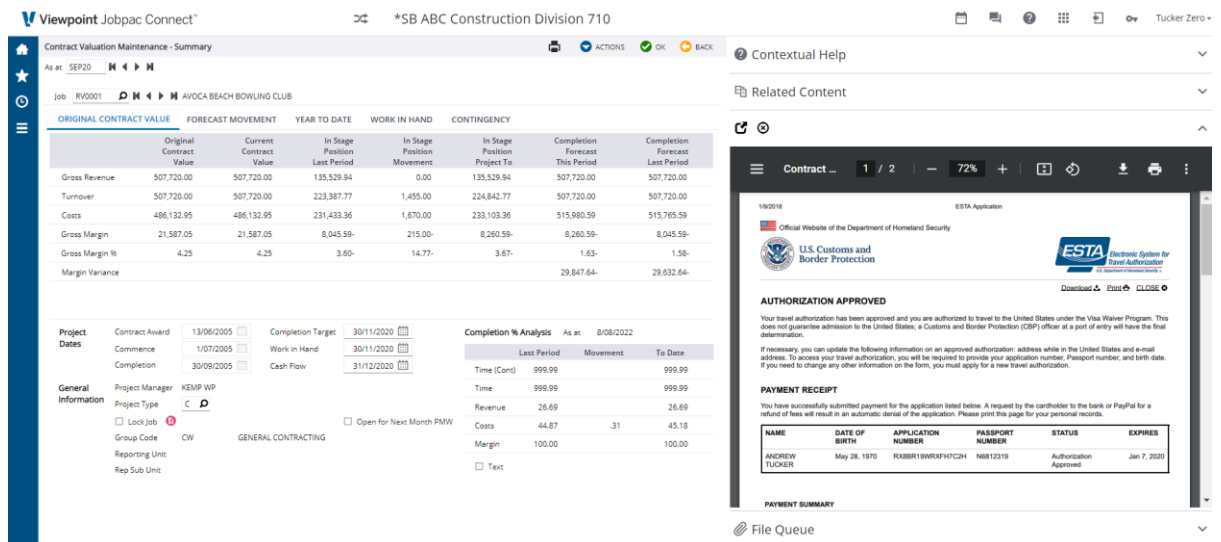
- *Wider screens, bolder tabs and column headers, larger radios and checkboxes, larger text and input boxes.*
  In Line with Trimble Styleguides all Trimble Viewpoint Products are beginning to have a familiar feel.

- *Click the menu burger to clear the dynamic search.*
  Previously after a dynamic search the user would need to clear the search entry to expand the full menu system again. Now the user can simply click on the Menu burger icon to clear the search and expand the full menu as shown below. Clicking the burger will also collaps the menu back to the main menus.
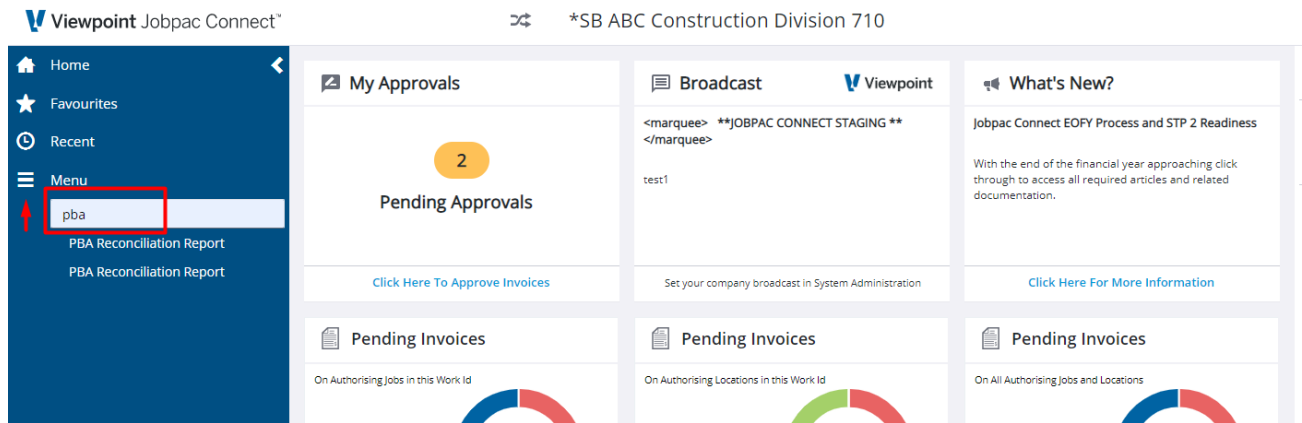
- *Toggle text input format on AR Invoice Entry*
  When Printing an Invoice and in Modify Mode you can now toggle between Free Format Text Entry and Line by Line Entry by clicking the Icons as shown below. The Free Format entry gives you a cut and paste option. The line by line allows neater break up of value and description if that is required. You can toggle between the two input options and give it a try.
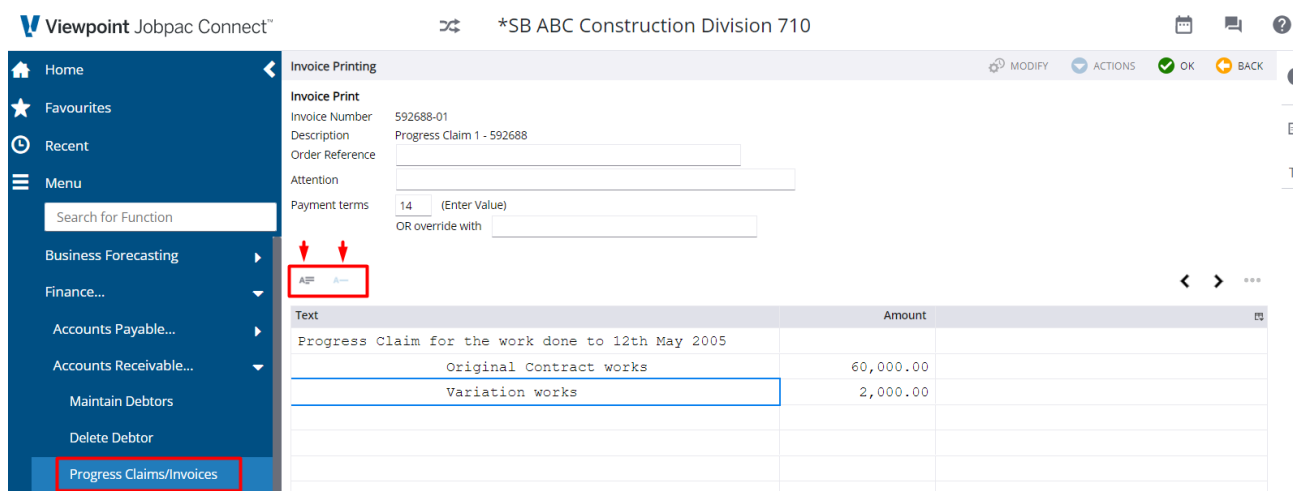
- *3 New CID Widgets available*
  We have added 3 new Critical Information Dashboard Widgets in R3 as shown and described below. In this release we also expand the available space on the dashboard to allow up to 6 widgets on each user's Role Based Dashboard. Currently you do need to be on a Named User License subscription model or have a BI License to get access to the Widgets. We plan to continue to develop and grow our available widget Library.
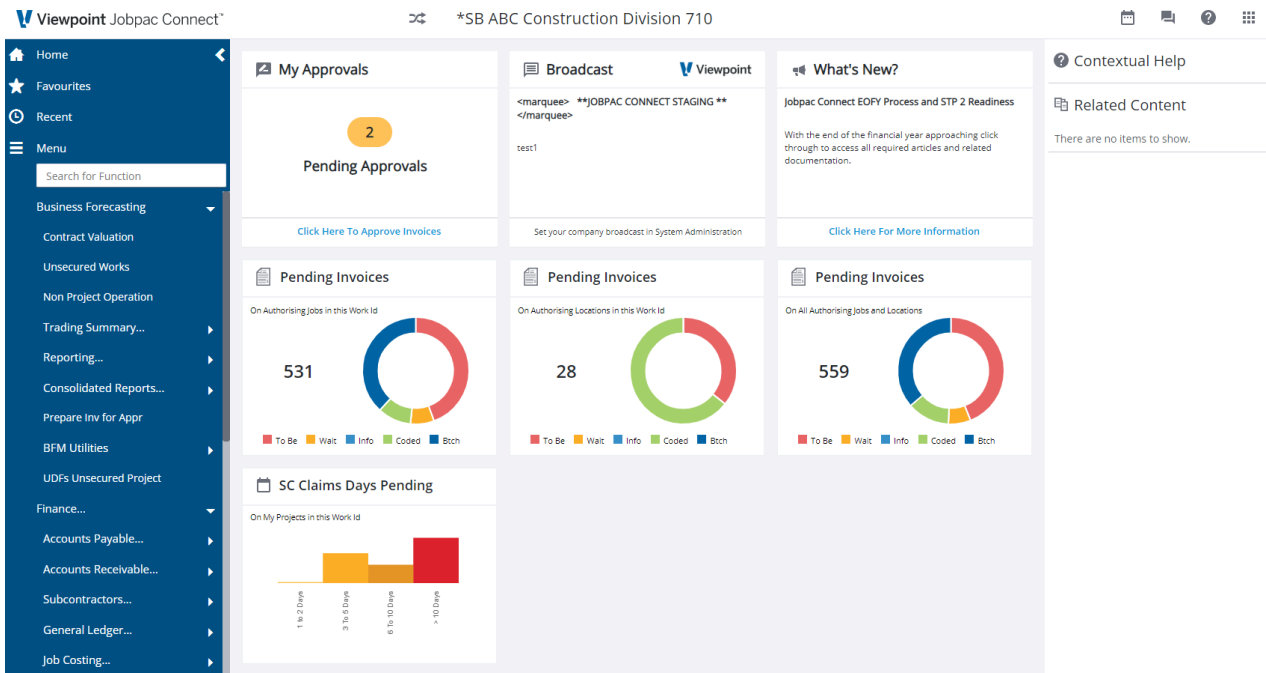
Pending Invoices on My Authorising Locations in this WorkID

Pending Invoice counts, by status, for all Authrising Locations that you have access to in the current WorkID.

Pending Invoices on My Authorising Jobs in this WorkID (Previously Released)

Pending Invoice counts, by status, for all Authorising Jobs that you have access to in the current WorkID.

Pending Invoices on All My Authorising Jobs and Locations in this WorkID

Pending Invoice counts, by status, for all Authorising Jobs and Locations that you have access to in the current WorkID.

SC Claims Days Pending

Displays the quantity of Pending Invoices for Subcontractors by age on the projects that you have access to in the current WorkID. Hover will display the count and value details. Note this widget will use the Creditor flag that the Creditor is a subcontractor to determine if it is a subcontractor invoices. This means that material invoices for Subcontractors will also be shown. This widget will also show processed subcontractor Invoices that have been posted to AP since the 20th of the Month which assumes that a majority of Subbie invoices for the previous month will have been processed by the 20th of the subsequent month.

- *New PTA Reconcilliation Ledger Report options to support QBCC Requirements*

We have enhanced our PTA Reconciliation Report towards PTA Roadmap and included three new reports in line with QBCC audit requirements. Note, the last QBCC report "Record of Deposits and Withdrawals" will follow in a subsequent patch. Changes have also been made to the reconciliation for clarity. Read on for

more details. Note also, we will be working with a number of customers to validate reconciliations in the months to follow and we welcome feedback.

Below is a screenshot of the enhanced PTA Reconciliation Report showing all the new options.
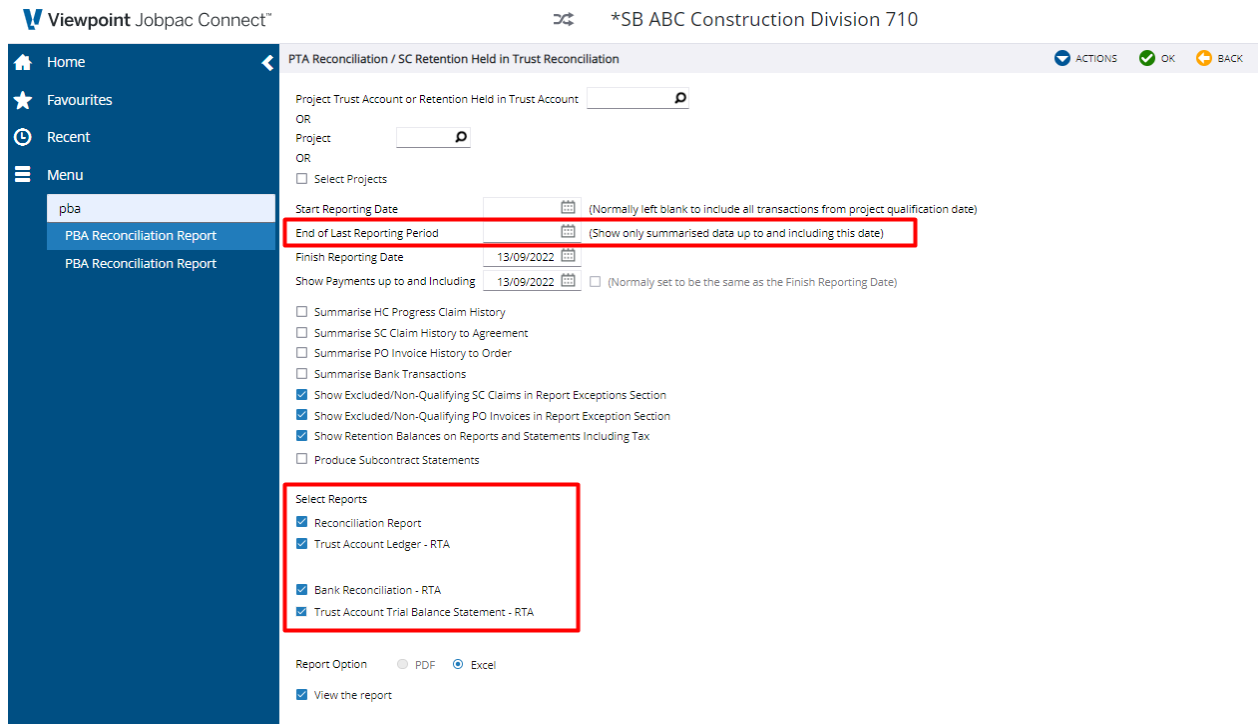
Changes to the Reconciliation Report

Opening Balances - You will notice, as shown below, that there is a new reporting bounding option to specify the **End of the last Reporting Period**. This new field will govern the calculation of summarised data to **Opening Balance lines**. Data in all sections of the report will be summarised up to the End of the Last Reporting Period specified, and transaction details will be shown after the Opening Balance to the Finish Reporting Date.
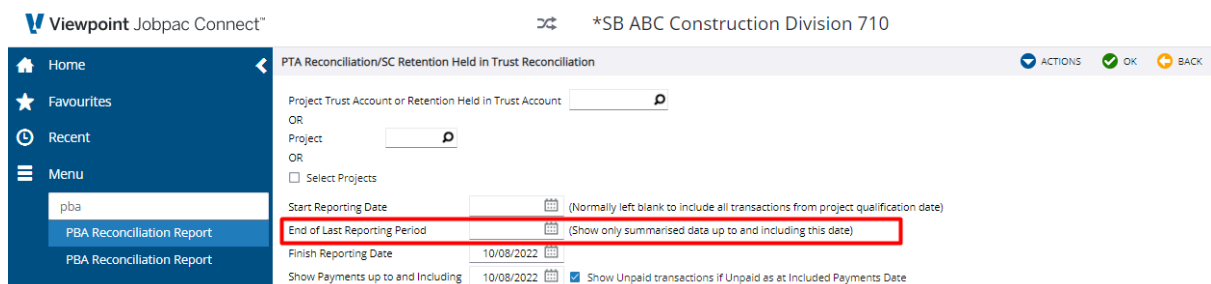
Show Payments Up to and Including - This field is normally set to be equal to the Finish Reporting Date, except in special circumstances and will also show, by default, Unpaid transactions up to that date. This is because according to QBCC requirements a Transaction should be included in the Main PTA Account ledger as owing to the Beneficiary as soon as the SOP is delivered. We assume that the SOP will be delivered formally with the RCTI at the time the Invoice is generated. **Note:** Retention is not considered to be owed to the beneficiary until the Payment is made before or on the due date for payment and therefore Retention should not be included in the RTA ledger until payment date or due date.

New Paid From Account & Matched to PTA/RTA column - these two new columns as shown below will help with reconciliation by indicating where payments have been made from the wrong PTA/RTA Cash Accounts or where Reciepts have been received to the wrong PTA Cash Account. ie. where a retention release payment has been made from any account other than the RTA account for the project, or where a regular SC claim payment has been made from any account other than the Main PTA. You can then fix these with the new Trust Journal Type described in the next section. Note once resolved the flag will not change as it compares to the original paid from account. However, if you are using the opening balance feature and reconciling on a monthly basis, previously corrected transactions will not be shown.

Retention Balance column - this new column, as shown below, records the accumulated running balance of retention value that should kept at any point in time in the Retention Trust Account. Your RTA Account Reconciliation should now balance to this column. There is a bounding screen option to include or exclude GST in this value (and a parameter that controls the default for that reporting option. Absolute Default is to include GST as per compliance requirements) **Note:** the total "Retention Balance" will equal the total Retention **on PAID Invoices** when it gets to the summary line. **Also note:** that for QBCC compliance it is required to include GST in the Retention Trust Account.

Enhanced Reconciliation section - the reconciliation section of the report has been enhanced to add clarity and also to show two new reconciliation lines.

- One for **Retention held against unpaid Invoices** in the PTA Reconciliation columns. This is because Retention is not considered to be owed to the beneficiary until the Payment is made before or on the due date for payment and therefore Retention should not be included in the RTA ledger until payment date or due date. But you do need to have enough money in your PTA ledger to cover the future retention transfer to the RTA account.

● And a second line for **Total of unpaid Qualifying Invoices** within the Reporting Period. This is now included because you do need to have enough in your PTA Ledger to cover these invoices that are owable to the beneficiary as from the time you deliver the SOP. In Jobpac we assume you will deliver the SOP at the time of SC Authorisation Approval (ie Invoice generation)

Importantly in this release, the previous **Difference line** has been changed to become the **Trustee Balance** line which indicates if the balance in the PTA or RTA cash accounts is sufficient to cover what is required to be held in the respective cash accounts. Additional explanations have been provided for the formulas as shown below.

12	Testing | TR JNL		700 201542		2020-10-01	20.00
13	Totals (General PTA Account)	A	201531			-132,434.00
14	Totals (Retention PTA Account/SC Retention Held in Trust)	B	201542			4,127.50
15	Totals (Disputed Fund PTA Account)	C				
16	Total HC Claimed & Paid (inc. GST)	D				242,670.56
17	Unapplied Cash Receipts in General PTA Account (Incl. GST)	E				
18	Total Qualifying SC Claims and PO's Invoiced & Paid (Incl. GST)	F				131,154.00
19	Total SC Retention Held on Paid Invoices (Incl. GST)	G				2,585.00	2,585.00
20	Total Disputed Funds (Incl. GST)	H				
21	Total Unpaid Invoices within Reporting Period	I				
22	Total Retention Held on Unpaid Invoices	J				
23	Trustee Balance	K				241,365.56	-1,542.50
24						*K=A-((D+E)-(F+G)+(I+J))	**K=B-G
25							

26 * The **Main PTA Ledger Trustee Balance** represents the difference between the Main PTA Cash Account balance AND what you should be holding in the account to cover all outstanding qualifying Invoices PLUS any Retention held against unpaid invoices. Retention Held should be transferred to the RTA account at payment time on or before the Due date. The difference should be zero or positive (representing available Trustee funds)

27 ** The **RTA Ledger Trustee Balance** represents the difference between the RTA Cash Account balance AND what you should be holding in the account to cover all outstanding Retentions Held, noting that Retention is only required to be held in this Account when the transaction that it relates to is paid or moves past Due date. The difference should be zero or positive (representing available Trustee funds)

3 New Reports to support QBCC audit

The Trust Account Ledger - RTA

If this report is selected then the Trust Account Ledger will be printed for the bounds selected in a format as recommended in the QBCC Audit requirements. The report should reconcile to the base Reconciliation Report and to the other Reports that can be generated from this menu option. **Note:** the report is in Excel Format but if you are saving or submitting for Audit purposes you will need to save the report from excel to Pdf format.

*SB ABC Construction Division 710
The Trust Account Ledger - RTA

For Account:

For Project: RV0001 - AVOCA BEACH BOWLING CLUB

Between Dates: 0001-01-01 - 2022-09-14

Summarised to Last Reporting Date:0001-01-01

To Payment Date: 2022-09-14

Project/Beneficiary/Description	Tran Date	Retention Held/Released (Incl. GST)	Retention Balance (Incl. GST)	Paid Date	Transaction Reference	Reason Description
Project: RV0001						
Subcontractor: GOLGAT ABN: 24 109 297 344						
SC Agreement: RV01S001						
STRUCTURAL STEELWORK	2005-07-31	522.50	522.50	2005-09-30	RV01S00101	Progress Claim 1
STRUCTURAL STEELWORK	2005-08-26	2,062.50	2,585.00	2005-09-30	RV01S00102	Progress Claim 2
Totals (Agreement)		2,585.00	2,585.00			
Totals (Beneficiary)		2,585.00	2,585.00			
Totals (Job)		2,585.00	2,585.00			
TRUSTEE			1,542.50			
Totals RTA Ledger			**2,585.00**			

The Bank Account Reconciliation - RTA

If this Report is selected then the standard Jobpac Bank Reconciliation Report will be printed for the dates specified in the bounding screen.

Viewpoint Training
Bank Reconciliation Report

Bank Account 201542 Retention Trust Account   As At 14 September 0000

Reference/Number	Date	Payee	Amount
General Ledger Bank Account Balance			4127.5
Add - Unmatched Bank Statement Transactions			0
Add - Outstanding EFTs			0
Add - Outstanding Chqs			0
Add - Outstanding BPays			0
Less - Outstanding Deposits			0
Expected Balance on Bank Statements			4127.5
G/L Bank A/C balance at end of last period			**4127.5**
Debtors Deposits this period	14/09/2022		0
Creditors Cheques this period up to	14/09/2022		0
Direct Debits this period up to	14/09/2022		0
G/L Other Entries this period up to	14/09/2022		0
G/L Bank A/C balance at	*14/09/2022*		**4127.5**

The Trust Account Trial Balance Statement - RTA

If this Report is selected then the Trust Account Trial Balance Statement for the RTA account will be produced in a format as recommended in the QBCC Audit requirements. The report should reconcile to the base Reconciliation Report and to the other Reports that can be generated from this menu option. **Note:** the report is in Excel Format but if you are saving or submitting for Audit purposes you will need to save the report from excel to Pdf format.

*SB ABC Construction Division 710
Trust Account Trial Balance Statement - RTA

For Account:
For Project: RV0001 - AVOCA BEACH BOWLING CLUB
Between Dates: 0001-01-01 - 2022-09-14
Summarised to Last Reporting Date:0001-01-01
To Payment Date: 2022-09-14

Beneficiary/Beneficiary Name	Beneficiary Work Id	Retention Balance (Incl. GST)
ATADEM - Atak Civil & Demolition P/L	700	1,426.00
GOLGAT - Golden Gate Construction Group	700	2,585.00
SPEBUI - Spence Building Services	700	15,222.00
TMLEE - T & M Lee Constructions P/L	700	-
TRUSTEE - TRUSTEE		1,542.00
TOTAL		**20,775.00**

Note: These 3 New Reports have been released in **Beta Mode** but you are welcome to commence using them now to gain familiarity. We will be working with a number of customers to ensure that we are meeting compliance Audit requirements in the months to follow while studying integrity of the ledgers on the wide variety of projects out there.

Note: There will be a 4th report called the Record of Deposits and Withdrawals which will be released in a subsequent patch, for which development is currently underway.

The New Trust Journal Type

In this release as part of our PTA Roadmap we have introduced a new Journal Type called the "Trust Journal". This new Journal Type will ask for specific information on each line to capture PTA Project and Beneficiary information. The additional information will ensure that Trust Ledgers are updated with sufficient Beneficiary information when transferring retention and other funds between cash accounts. **The new Trust Journal will become an important part of managing PTA projects and will be used in the future through the Trust Journal Work Centre and for other potentially automated PTA streamlining**. You can use the Trust Journals Now to ensure Trust Ledgers are updated correctly and in the correct sequence by any adjusting entries that you may make to the ledgers during reconciliation.

Reports and Enquiries have been updated to allow filtering on the new Journal Type.

As shown on the screenshot below, note the new Trust Journal Type when adding a Journal.
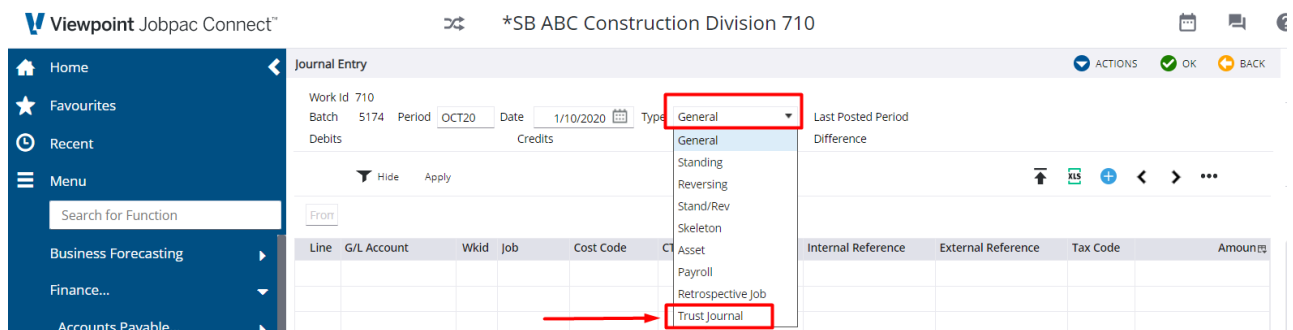
- For each Line you must specify if the line is for the Trustee or for the Beneficiary.
- You must also specify the PTA Job for which the Line applies.
- You can select one of the PTA accounts for the qualifying project or enter a different account.
- Beneficiary Lines will require Beneficiary Details to allow for correct placement in the Trust account Ledgers
- You must specify the Beneficiary/Creditor
- Specify for what Agreement or PO the transfer applies to
- Specify the Transaction date for which the transfer applies. This will control the sequencing in the Ledger.

As shown on the screenshot below, note the new Trust Journal detail entry fields when adding a Trust Journal Line.
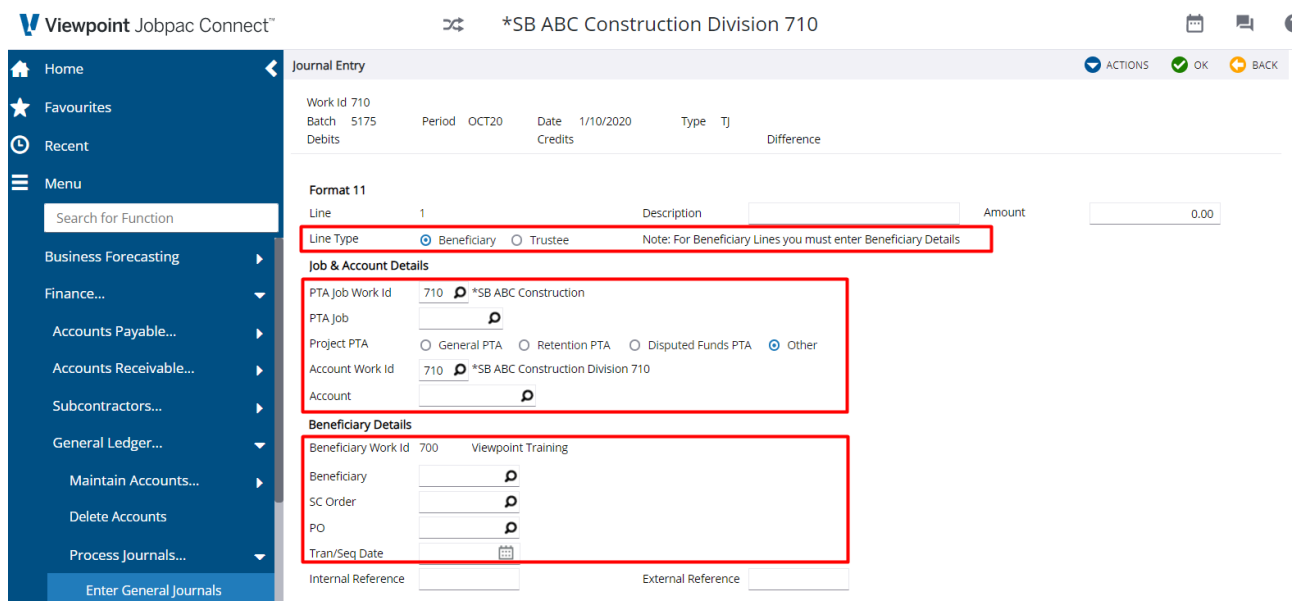
Note: On Trust Journals, the entry of the Trust Project (PTA Job) is mandatory but this will not impact any Job Revenue or Jobcost values on the Project.

You can also Upload Trust Journals and the additional details are included in the new template available for download in step 1 of the 3 step upload process. Note in the screen shot below the columns marked as *"For Trust Journals Only"*

			For Trust Journals Only					
Mandatory	*Mandatory*	*Mandatory* *B=Beneficiary,* *T=Trustee*	*Mandatory* *if Line* *Type=B*	*Mandatory if Line* *Type=B*	*Mandatory if Line* *Type=B* *Either SC Order or PO* *must be populated*	*Mandatory if Line* *Type=B* *Either SC Order or* *PO must be* *populated*	*Mandatory*	*Ret* *Upl*
PTA Job Work Id	PTA Job	Line Type	Creditor/ Beneficiary Work Id	Creditor/ Beneficiary	SC Order	Purchase Order	Transaction Seq Date	Err
3.0 N	6 A	1 A	3.0 N	8 A	8 A	8 A	YYY-MM-DD	

- *BPay Enhancements for sending to Bank*
  In this release, we have extended, BPay Phase 1 (2022-R1) functionality with additional BPay features including …
    - the ability to hold multiple BPay Reference Numbers for each creditor and
    - the ability to produce BPay Payment Instruction files ready for direct upload to your bank.

  We have described the full BPay process in the More Details section at the bottom of this document.

- *Electronic Invoicing by Peppol for AR Invoices*
  E-Invoicing in PEPPOL format for AR Invoices is now available for use in Beta Mode! This represents true B2B Electronic Invoicing, and it is likely we will see a gradual transition towards this style of B2B invoicing for AP and AR over the next 5 years as more systems build the capability. **Beyond Paper, beyond OCR, no manual entry, it really is an evolution in Invoicing and will drive efficiency and productivity.**

  Jobpac has partnered with OZEDI as an eInvoicing Gateway provider through which both AR and AP invoices will be sent and received completely electronically to through eInvoicing network.

  It is expected that for government projects, cashflow benefits will be awarded to contractors who Invoice electronically, in the very near future. And Jobpac is ready for you!

  For any customers wishing to activate and Invoice electronically on the AR side we will work with you, by request, to activate the technology. It is remarkably simple to setup and use but you will also need to work with OZEDI directly to register on their eInvoicing Gateway. You may be familiar with OZEDI as our STP Sending Service Provider.

You can find more details about setup and operation in the More Details section at the bottom of this document

- *PO Amendments (Pilot Mode)*

  In the R3 Release of 2022 our work on PO amendments has progressed significantly. The aim here is to allow easy maintenance of ordered quantities, approval, and Amendment control for large orders that are updated possibly many times through a project.

  Note: These most recent changes are released in **Pilot Mode Only** and should only be activated in test environments if you want to test and provide feedback to us. At this stage do not activate in your Live environments. If you do want to give it a go, reach out to me directly and we can give you a run-through and gather your feedback.

  You can read about setup and operations in the More Details section of this document but in summary the new PO Amendments enhancements include the following features…

  - Activation of an automated Revision snapshot on each PO approval
  - Ability to change Quantities and Rates easily in grid style, List View format to form new Amendments
  - Ability to see scanned invoice images and collate all Invoices against an Order
  - Review and Add deliveries to an Order (already in operation)
  - Approval status and Amendment Number will be shown on screen
  - PO Approval of amended Items Only

  Current Limitations to be aware of in this version, that we are developing towards, include…

  - There is currently no parameter to lock the Rate field if you wish to force rate changes to be entered as a new line.
  - There is currently no report that shows the full history of changes in sequence.
  - More work is required in the production of PO Amendment specific forms
  - More work is required in the Approval of PO amendments.

- *Limit Email Address Change for SSO Users*

  Email address changes should only be allowed for SSO users if the user making the change is logged in via SSO. This is because the email invitation to the new email address will only occur if logged in via SSO. The email address in the Email Contact Maintenance will now be protected for SSO users unless the user making the change has logged in via SSO. Changing an email address in this way will reset the user for SSO, and resend an invite to the new email address.

- *Reset SSO User*

  There is a new right click option in CMS User Maintenance that allows you to Reset an SSO User. This option can be useful in the transition to SSO, if for any reason there is a problem with the SSO invitation process and an email invitation is not sent, but in the meantime you wish to allow the user to sign back into Jobpac with their old profile. (note: if the user needs to sign on with their old profile they will need to reset their own password through the WUI.) Once the SSO user has been reset, they can be invited again at a more convenient time.
  Note: in situations where a legitimate invitation has been sent but lost or deleted, then the only way to resend the Invitation is by an administrator through the **SSO email admin dashboard** on the Viewpoint One platform.

Note: There is a difference between the **Deactivate SSO** and **Reset SSO** right click options. IF your team members are using Viewpoint's TEAM for project management software, with deep link connections to Jobpac. the Deactivate SSO right click option will retain the Jobpac User's link to the same user's Team User profile, but will remove them from SSO requirements. For example in the situation where you want to keep the Team user connection but the user wishes to continue to use the GUI version of Jobpac. Whereas, the **Reset SSO** option will completely remove the TEAM user connection and the user will need to be Re-Invited.

Viewpoint Jobpac Connect™

Suggestion Box & Other Enhancements

- ### *Run Work Id Copy Jobs at a Lower Priority*
  Work Id copy jobs will now run at a lower priority, allowing all other submitted jobs to run concurrently. Previously, due to an active work id copy job, all other submitted jobs were being queued up and not getting processed.

- ### *Remove Access to the GL Summary Rebuild*
  The GL Summary Rebuild function should only be available for Jobpac staff. Now if it is selected from the menus a message will appear and not allow it to be run. Moving forward, the menu options will be removed.

Jobpac Information	ACTIONS	OK	BACK

  This program is now redundant and cannot be used

  Please contact Jobpac support if your GL needs rebuilding

- ### *Defaults in Payroll Pre-Processing*
  Default for the 'Generate Automatic Transactions' checkbox can now be defined via the system parameter PREPRO/position 3. The valid values are Y/N and any other value is ignored.

- ### *Excel Output for Variation Reports*
  Excel output is now available for the following 3 variation reports:
  - SC Variation Listing by SC Agreement
  - SC Variation Listing by Variation
  - Variation Details Report

- ### *Consolidation of the 3 Supplier Product Uploads*
  The following 3 supplier product uploads have been consolidated into the upload SUPPPROD (Supplier Product Details Upload):
  - PRODPRICE (Product Pricelist)
  - SUPPPROD (Supplier Product Details Upload)
  - SUPPRODPRI (Supplier Product Pricelist Upload)

  The 3 uploads above all had certain issues that have been fixed in the upload SUPPPROD. The other uploads are still available and unchanged but it is advisable to swap over to the SUPPPROD upload (if possible).

  Note: Download the new template before doing any uploads for SUPPPROD. Please test the new upload SUPPPROD before changing over to this upload.

- ### *Purchase Order User-Defined Fields*
  Purchase Order has now been included in the Jobpac User-Defined fields module. Essentially this new feature allows you to define multiple fields and field types and apply mandatory nature to these data collection fields whilst entering Purchase Orders. This is a reasonably complicated set-up and will have a large impact on the processing workflow for Purchase Orders. Customers that are interested in this should raise a support request to get more information and consulting assistance.

- ### *Add Collation to Actual Costs Reports*
  The collation option has been added to the following reports:

- Actual Cost by Period Report
- Actual Cost by Entry Dates Report

Collation of related AP invoices for the job/s will be included in the reports above when the option is taken when running the reports.

- *Show Order Level Status for Purchase Orders*
  The approval status for Purchase Orders at the order level is now available on the Purchase Order Maintenance screen:

- *Enhancement to the AccountsPayableTransactionListing API*
  Change the AccountsPayableTranasactionListing to include the date of the last payment against an invoice, which will make the call to the API more efficient than making an API call for every invoice.

- *Add Employee Range to the TimesheetTransactionListing API*
  To narrow down the list returned by the TImesheetTransactionListing API, a new employee range has been included as parameters - StartEmployee & FinishEmployee.

- *Removal of the Leading # Character for ABA Files*
  There have been requests to have the ability to remove the # character from the ABA filenames as it is a special character and causes problems for some banks. This can now be achieved by activating the system parameter DSKBNX/position 6.
  - System parameter DSKBNX/position 6
    - 'Y' = Remove the # character on the ABA filename

- *Separate Description for Variation Price Submission*
  A New description field for the Variation Price Submission is now available to be maintained and printed (on the JOM form). By default the variation header description will be populated into this new description but

can then be maintained independently of the variation header description. This allows for extra flexibility on what is printed on the JOM form (as required).
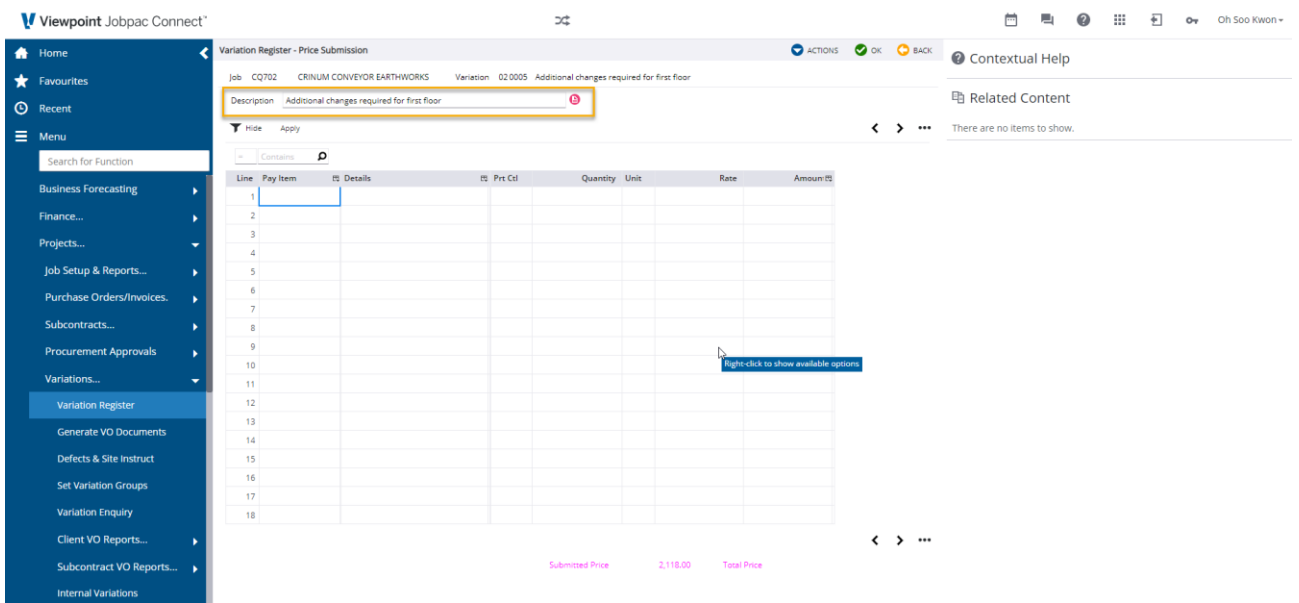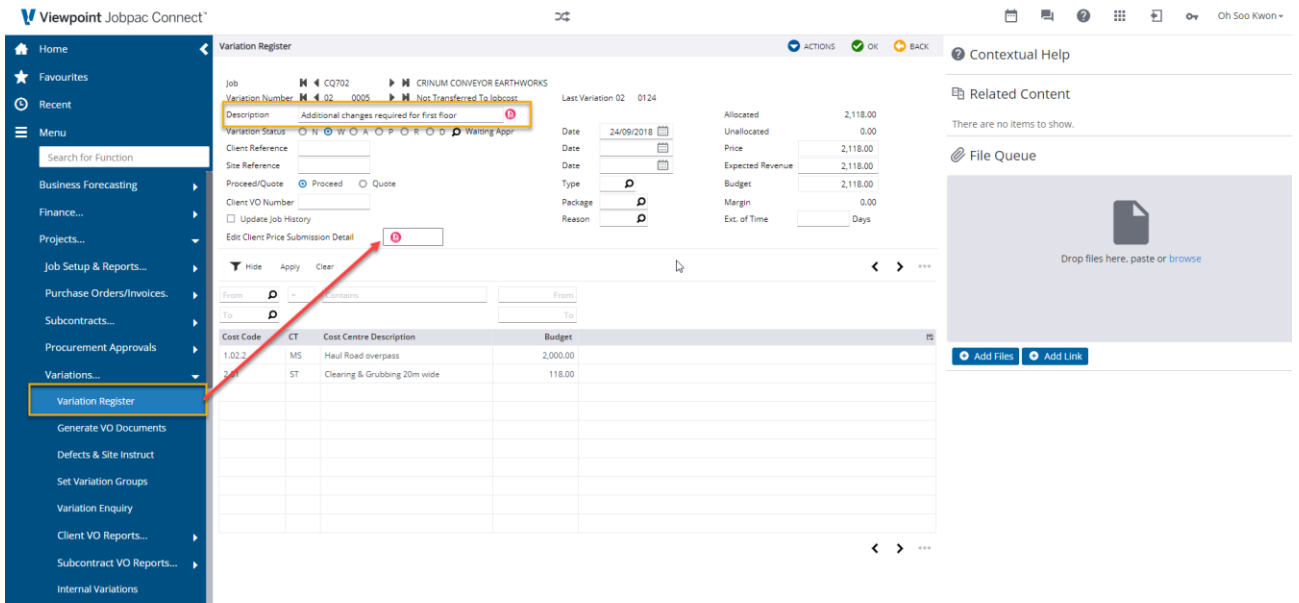
● *Add Standard Locking functionality for the Payroll Transaction Codes.*
To stop the locking of sessions when processing of the Payroll Transaction Codes, the following areas have had the standard locking functionality added:
  ● Payroll Transaction Code Maintenance
  ● Payroll Transaction Code Upload
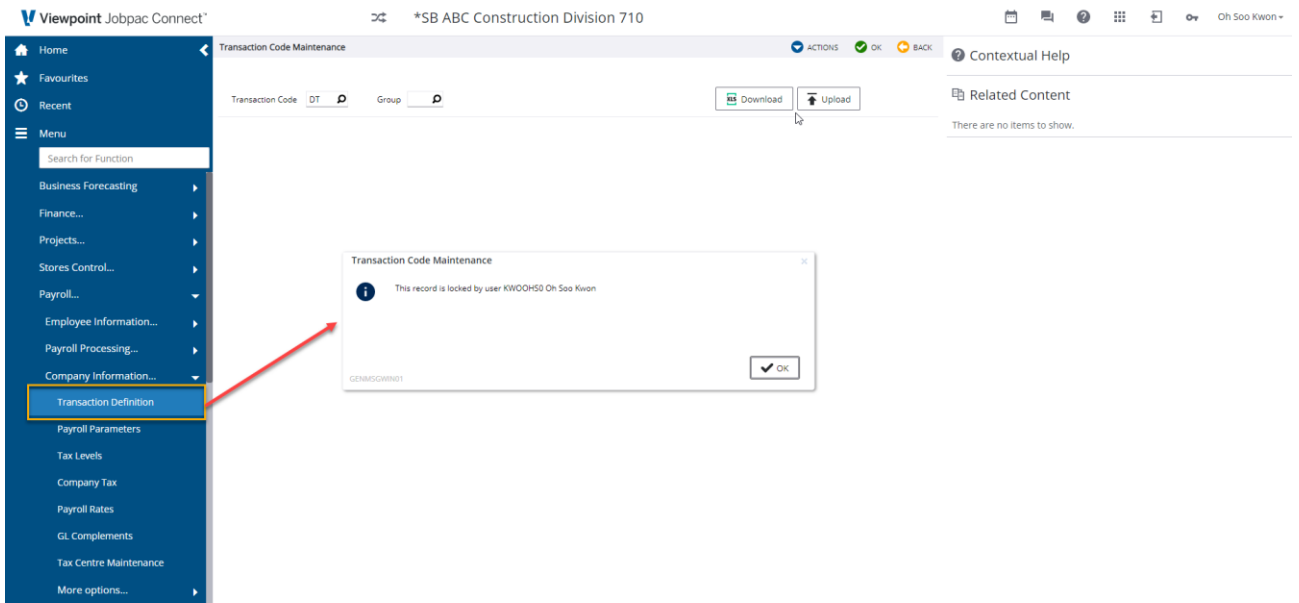
- *Superannuation CSV Extract Changes for SAFF*

  SAFF - Currently Jobpac is using the Quick Super CSV file to upload the superannuation extract. This format is only accepted by Quick Super Clearing House. The SAFF format will be accepted by any clearing house as it is a format designed by ATO to process superannuation. The SAFF extract option will now be available as seen below:
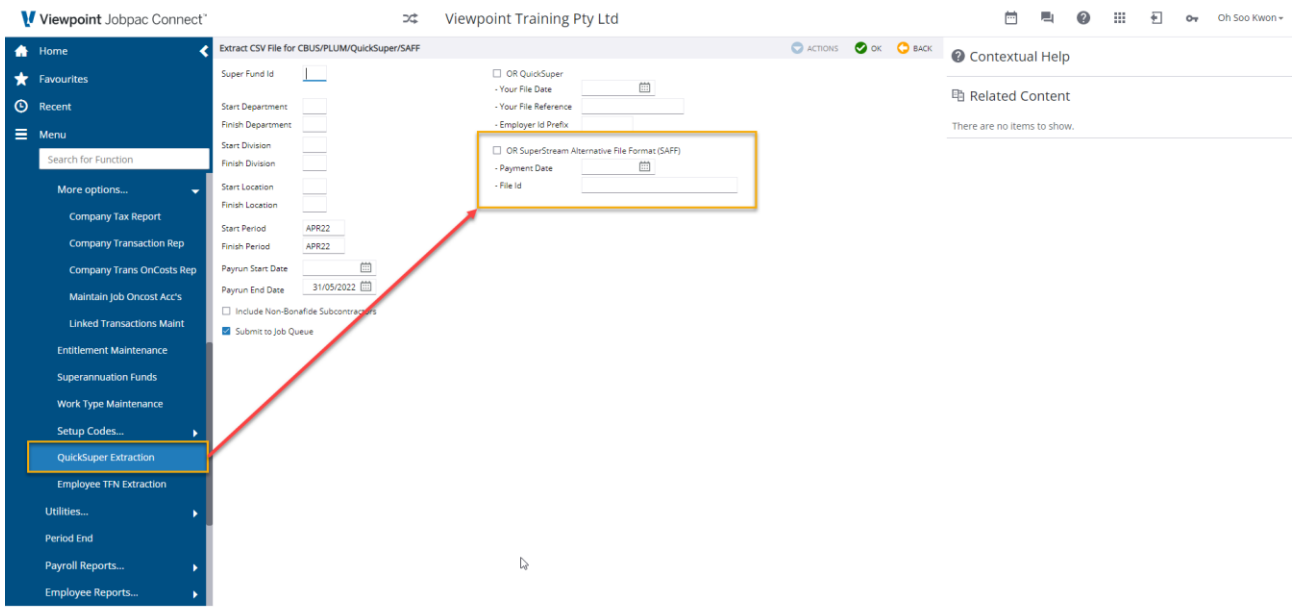
- *Subcategory Description in the Supplier Product Scan*

  A new tab has been added to the Supplier Product Scan to show the subcategory description. The new tab is available when in the scan that shows the category description.

Scan Category/Sub Category

▼ Apply   ‹ › •••

| From | Contains | | | | |
| To | | | | | |

Product Code	Description	Cat	Category Description	Sub Cat	Pric ⊡
GLENIUM	GLENIUM	30	Project Raw Material	10	6.00
10MM	10 MM, PRODUCT CODE: 10MM	30	Project Raw Material	10	7.00
	PRODUCT CODE: 10MM, DESCRIPTION : 10 MM, PRODUCT CODE: 10MM				
32MPA	32 MPA CONCRETE	30	Project Raw Material	10	135.00
40MPA	40 MPA CONCRETE	30	Project Raw Material	10	150.00

SCANSPROD03

[Show Sub Category Description] [Job Products] [Supplier Products] [All Products] [⁜ Select] [✕ Close]

Scan Category/Sub Category

▼ Apply   ‹ › •••

| From | Contains | | | | |
| To | | | | | |

Product Code	Description	Cat	Sub Cat	Sub Category Description	Pric ⊡
GLENIUM	GLENIUM	30	10	BULK CIVIL MATERIALS	6.00
10MM	10 MM, PRODUCT CODE: 10MM	30	10	BULK CIVIL MATERIALS	7.00
	PRODUCT CODE: 10MM, DESCRIPTION : 10 MM, PRODUCT CODE: 10MM				
32MPA	32 MPA CONCRETE	30	10	BULK CIVIL MATERIALS	135.00
40MPA	40 MPA CONCRETE	30	10	BULK CIVIL MATERIALS	150.00

SCANSPROD03

[Show Category Description] [Job Products] [Supplier Products] [All Products] [⁜ Select] [✕ Close]

- *Add Additional Fields in the Supplier-Product Reference Maintenance : Supplier Details*
  The following new fields have been added:
    - Contact #5 & #6
    - Position #5 & #6
    - Email Address 1 to 6
    - Phone Number 1 to 6
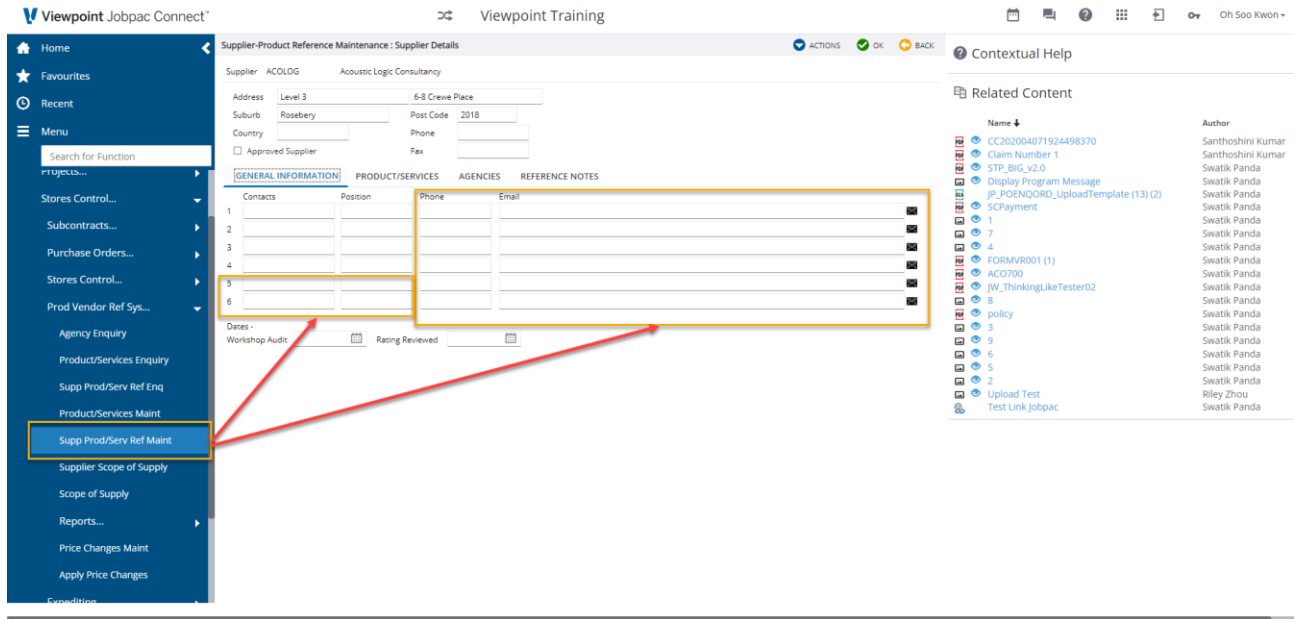
- *Add Additional Action Options in the PO Maintenance Item Screen*
  The following Action options have been added to the PO Maintenance Item screen for job costed items:
    - Commitments Enquiry
    - Current Budget Enquiry
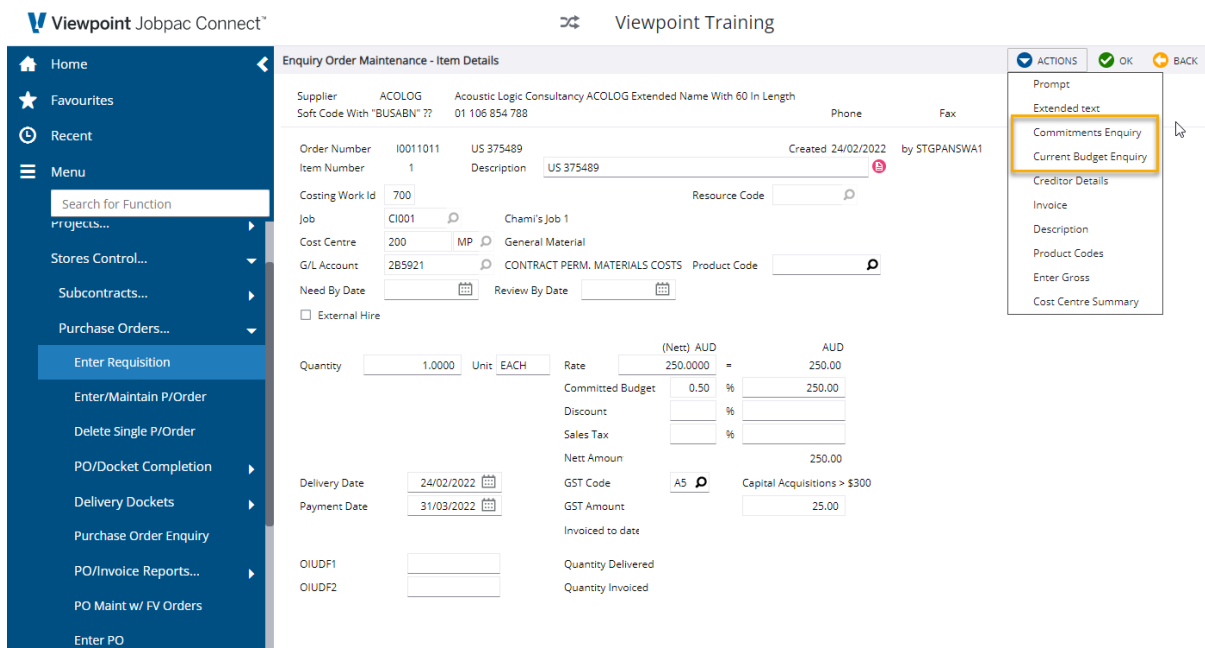
- *Extend the SC Max Retention Calculation Method Code from 1 to 3 Characters*
  The SC Max Retention Calculation Method Code was 1 character in length. This has limited the number of methods that could be defined in Jobpac. The SC Max Retention Calculation Method has now been increased to 3 characters to allow the additional methods to be defined.

Fixes

Module – Accounts Payable

- [Fix] AP Invoice upload with prepaid invoices is using the wrong period for the Payment transactions. If a payment date is used that is prior to the current AP period, the upload is using the period of the date to post the payment part of the transaction. The invoice itself is in the correct period.
  - Issue# 107330
- [Fix] Intercompany settings are not checked in Register Invoices authorised to locations and causing transactions to be written to the GL with blank account numbers.
  - Issue# 107735
- [Fix] Possible AP invoice duplicates report (CRDUPIP) is only showing one transaction instead of both with the different creditors.
  - Issue# 107841
- [Fix] Payment Method filter in the AP Payment Selection does not work.
  - Issue# 108116
- [Fix] Hyperlinks on the AP Batch Authorisation Report are no longer downloading invoices.
  - Issue# 108129
- [Fix] Cost Plus Billing manual extraction is skipping some AP Transactions.
  - Issue# 108179, 108271
- [Fix] AP invoice upload CREDBAL is not showing the correct approver in the AP Payment Preview Report.
  - Issue# 108344
- [Fix] Forex AP payment is being allowed using cheques instead of EFTs.
  - Issue# 108409
- [Fix] Cannot cancel a zero payment EFT as the status is Destroyed. Jobpac should allow for the cancellation.
  - Issue# 108504
- [Fix] SC compliance insurance expiration checks are being done for jobs that are complete or financially complete in the AP Payment Processing. The checks should be by-passed for non active jobs.
  - Issue# 108575
- [Fix] AP Upload 'INVOICES' is accepting the paid tax amount to be greater than the invoice tax amount, causing imbalances in the system.
  - Issue# 108749
- [Fix] Paid amount is not being updated for AP Payment Processing that are paid by jobs.
  - Issue# 108893
- [Fix] AP Invoice upload CREDBAL is incorrectly distributing the paid amount on the dissections.
  - Issue# 108940
- [Fix] Hyperlink on the Accounts Payable Payment Preview Report is not working when it includes multiple invoices.
  - Issue# 108970
- [Fix] Purge option in the Cost Plus Billing report is removing the transactions from the system. The purge is now obsolete and should not be available. A change has been made now to not show that option.
  - Issue# 109068
- [Fix] AP Upload 'INVOICES' is ignoring the Costing Work Id entered on the upload sheet and picking up the first work id the job exists in, causing iimbalances in the system.
  - Internal Issue

Module – Accounts Receivable

- [Fix] Forward processing logic does not cater for Cash receipts direct to a job and cost centre.
  - Issue# 107763
- [Fix] AR Invoice Range Print does not default the Finish Invoice Number and an error message is displayed. It should default to the last Invoice Number.
  - Issue# 108038

- [Fix] AR Sundry Invoice Upload is not populating some asset fields and therefore the invoices are not appearing in the Asset Reports.
  - Issue# 108039
- [Fix] When raising an AR Invoice costed to an asset and asset cost type, the lookup for asset cost type is incorrect. The GL account should correctly default from the Asset cost type.
  - Issue# 108086
- [Fix] If an AR Progress Claim is raised directly after an AR Retention Release, it shows the Retention Claim screen instead of the Progress Claim screen.
  - Issue# 108198
- [Fix] Claimed amount in the Claimed Certification Report is calculated incorrectly.
  - Issue# 108250

Module – Business Forecasting Module
- [Fix] Upload of GL next year forecast does not update the BFM. The user has to go into the Non Projects area and select the account for the next year forecast values to propagate.
  - Issue# 108360

Module – Business Intelligence (BI)
- [Fix] Amount overdue is not calculated correctly on the Contract Valuation report.
  - Issue# 107196

Module – General Ledger
- [Fix] Posting a job-based journal to a period not equal to the Jobcost period can be bypassed.
  - Issue# 107760
- [Fix] GL accounts marked for Deletion are appearing on the COA trial Balance report.
  - Issue# 107842
- [Fix] Intercompany transactions are being included in the BAS Reports. They should be excluded.
  - Issue# 108655

Module – Job Costing
- [Fix] Erroneous transactions are appearing in the Actual Costs Reports due to forward posted transactions.
  - Issue# 106927
- [Fix] Reversing Job Journals run before Jobcost rollover are only updating the Job Journals with the initial job journal and not the reversing job journal.
  - Issue# 107144
- [Fix] Budget transfer can be sent for approval without selecting any approvers (when budget approvals is activated).
  - Issue# 107611
- [Fix] The option in Job Maint 'Adjust Committed budget when purchase orders are completed does not work - the Committed Budget does not change.
  - Issue# 107615
- [Fix] The period saved for budget transfers in the BFM review period is the jobcosting period instead of the BFM period.
  - Issue# 108284
- [Fix] The Summary Project Status report includes BFM generated accrual journals in the Paid Costs. The BFM Journals should not be included in paid costs.
  - Issue# 108359
- [Fix] Uploaded journal text does not appear in the CWIP Enquiry.
  - Issue# 108408
- [Fix] The Internal Reference for payroll journals in the CWIP Enquiry shows in the Creditor column instead of the Reference column.
  - Issue# 108669

- [Fix] Journal lines costed to jobs that the user does not have access to are listed in the Actual details area of the Job Enuiry.
  - Issue# 108795
- [Fix] Forecast Cost Complete % is showing 0 for cost centres with a budget but have 0 values for FFC, CWIP, and Committed Cost. It should be showing 100% rather than 0%.
  - Issue# 108905
- [Fix] The FCC and FFC are not resetting correctly when PMW upload is done during the review period.
  - Internal Issue

Module – Payroll

- [Fix] Validation check is missing in the Extract Payments (which generates the ABA file) for the value against the consolidation file. The problem could then be picked up prior to the file being upload to the bank and stop possible overpayments.
  - Issue# 107818
- [Fix] The Preprocessing Report for Summary mode does not include Transaction Codes where Transaction Type = ALN in the columns for UNPAID LEAVE.
  - Issue# 107948
- [Fix] Payroll Transaction Code Upload is not populating the Sequence Number and causing issues in the Payroll Processing.
  - Issue# 108149
- [Fix] Jobs that the user does not have access to appear in the Job scan if the system parameter FAPTSH/position 4 is set to 'Y'. The parameter should only be applicable in the FA Plant Timesheet Entry/Posting.
  - Issue# 108168
- [Fix] Incorrect Sick Leave Balance on Preprocessing Report. It is including the offset hours in the calculation.
  - Issue# 108169
- [Fix] Invalid TFN or Invalid Country Code error message is displayed when applying Fix Income Statement to finalise STP.
  - Issue# 108358
- [Fix] Payroll termination does not produce warning messages when tax amount is zero when completing the process. The following should be displayed for the scenarios below:
  1. If unused AL and LSL have values send a warning that the Lump Sum Tax should have value.
  2. If ETP Taxable Component has value send a warning that the ETP Tax Withheld should have value.
  - Issue# 108361
- [Fix] Crash when running the Rebuild Employee PAYG Values.
  - Issue# 108376
- [Fix] If the new system parameter PREPRO/position 3 is not set, the default for the 'Generate Automatic Transactions; is showing as NO instead of YES in Payroll Pre-processing Report selection screen.
  - Issue# 108466
- [Fix] STP 2- Jobpac does not accept "00" Group Tax Code for Deductions when using the Payroll Transaction Code Upload to update the transaction codes. The system issues an error "Group Tax Code Must Be 01 to 19 Only".
  - Issue# 108467
- [Fix] STP Finalise Income Statement - 'Select All' and 'Deselect All' employee buttons does the opposite actions.
  - Issue# 108468
- [Fix] The amount entered in Payroll Timesheet Entry when using pay rate code '999' is being truncated to 3 digits (999.99) as it is treating the value as hours.
  - Issue# 108469
- [Fix] Add an option to calculate labour normal cost based on the transaction type. This function will be conditioned by a system parameter.

- System parameter TSHPST/position 2 = 'Y' (Calculate Normal Cost, OT etc based on Transaction Type)
    - Issue# 108528
- [Fix] An error message in displayed in JOM when running too many records in pay slips.
    - Issue# 108529
- [Fix] STP2 Codes do not appear in the Payroll Transaction Code download.
    - Issue# 108618
- [Fix] STP submissions are failing due to the 'Contact' being blank. The 'Contact' will now be mandatory and must be populated in order for the submission to be processed.
    - Issue# 108620
- [Fix] Special Accrual Maintenance screen should show the Worked Hours and Unpaid Leave Hours.
    - Issue# 108653
- [Fix] If the new system parameter PREPRO/position 3 is not set, the default for the 'Generate Automatic Transactions; is showing as NO instead of YES in Payroll Processing selection screen.
    - Issue# 108693
- [Fix] Employee Leave History Report is included terminated employees.
    - Issue# 108860
- [Fix] Cashed up AL is not being included when calculating leave in weeks balance.
    - Issue# 108921
- [Fix] Payroll entitlement accruals is not calculating correctly with multiple period Type H.
    - Issue# 108922
- [Fix] Suspension Function - Sick Leave and AL Leave are still accruing during the suspension dates.
    - Issue# 108923
- [Fix] STP2 is missing transaction type for overtime allowances. These allowances can be categorised as 'overtime' and ensure that there is no multiplier and that the rate is normal (similar to normal allowances setup). The only difference here is that the allowance is going to be classified as 'overtime'.
    - Issue# 109067

Module – Progress Claims
- [Fix] The Previous Amount Total is incorrect in the 'Adjust Claim to Certified/Variations' screen.
    - Issue# 108150
- [Fix] The total amounts are incorrect in the Progress Claim Entry and Progress Claim Certified Entry for Original Works and Variations.
    - Issue# 108165

Module – Purchase Orders
- [Fix] Program crash when running the Delivery Docket Bulk Completion.
    - Issue# 107665
- [Fix] PO Bulk Completion does not complete the item if the Invoiced Quantity does not equal the Delivered Quantity. It should not be allowed only if the Invoiced Quantity is greater than the Delivered Quantity.
    - Issue# 107917
- [Fix] Delivery date against PO items on the JOM form (if configured to print on the form) is the order delivery date and not the item's.
    - Issue# 108389
- [Fix] Purchase Order Enquiry - Invoices screen is showing the Invoice Due Date instead of the Invoice Date in the Invoice Date column.
    - Issue# 108668
- [Fix] Tighten job and GL security in Puchase Orders. An appropriate error message will be displayed in the following areas below if the user does not have security to all items in the Purchase Order.
    - Purchase Order Scan when an order is selected.
    - PO Enquiry - options against PO items:
        - View Order

- ■ Display PO
            - ■ Dispaly Approval Versions
            - ■ Display Transmitted Versions
            - ■ All Invoices
        - ○ PO Approval - option against the PO items:
            - ■ Display PO
        - ○ Issue# 108862
- [Fix] PO Bulk Completion requires multiple uncomplete of PO items to actually uncomplete it.
    - ○ Internal Issue

Module – Stock

- [Fix] Stocktake Upload updates the latest upload and not the one which it was selected.
    - ○ Issue# 108167
- [Fix] Fix formatting issues in the Stock Status Report:
    1. Stock column should be Text. Currently any numeric stock items are left justified and drops leading zeros.
    2. Stock column width reduced to width of content.
    3. Warehouse column width reduced to the width of the content.
    4. Cater for double quotes in the description.
    eg. To signify inches, i.e 15". This causes the description to split to two columns, with all other columns offset.
    - ○ Internal Issue

Module – Subcontracts

- [Fix] If a new SC item is added to a SOR SC after it has been committed, any subsequent changes to that new item do not add data to the commitment movements and are not picked up in the Cost Type Details Report.
    - ○ Issue# 104843
- [Fix] Subcontract upload SUBCONTS does not update the Subcontract Text Extended Description file and therefore the description does not appear on the JOM forms.
    - ○ Issue# 107188
- [Fix] The payment term 'SPC' is not determining the correct Payment Due Date.
    - ○ Issue# 107271
- [Fix] Retention Calculation does not appear on NZ Subcontract Front Sheets.
    - ○ Issue# 107563
- [Fix] Unable to create new Subcontract Agreements as the fields on the first detail screen keeps defaulting to blank values.
    - ○ Issue# 108105
- [Fix] New Zealand retention % calculation does not check if retention was actually held on previous claims. The calculation is assuming the retention held on previous claims is the correct calculated value.
    - ○ Issue# 108356
- [Fix] Change the Action option label from 'Prepare File' to 'Prepare/Lock File' as the option locks the file when it is selected.
    - ○ Issue# 108885
- [Fix] Documents uploaded when preparing Subcontract Claims are uploaded with the Subcontract Agreement context rather than the Subcontract Claim context.
    NOTE: Only new documents uploaded will have the Subcontract Claim context and documents uploaded previously will not have their context changed.
    - ○ Issue# 108457
- [Fix] Approval is not deleted from the system when a Subcontract Agreement is deleted.
    - ○ Issue# 108896

Module – System Administration

- [Fix] Work Id Copy function is not copying the system parameter FACOST correctly and leaving the originating work id.
  - Internal Issue

Module – Web Services

- [Fix] Include forward posting validation in the CreateANewPendingInvoiceUpload and the CreateANewAccountsPayableTransaction APIs.
  - Issue# 107969
- [Fix] GiveMeAToken API is accepting non-current timestamps and returning valid tokens to be used for API calls.
  - Issue# 108235
- [Fix] The GL account is not populated for asset-related PO items when created through the Lentune interface when the GL account is not passed.
  - Issue# 108318
- [Fix] JobListing API returns an empty response.
  - Issue# 108692
- [Fix] Earlytrade Interface -the payment dates have not been brought forward on discounted items, even when receiving a success response from Jobpac.
  - Internal Issue
- [Fix] UpdateASubcontractItem is returning an incorrect error when trying to make changes to an existing Subcontract Item.
  - Internal Issue
- [Fix] The job should be option in the API CreateANewTimesheet.
  - Internal Issue
- [Fix] Payapps interface is posting the SC Claim to the first job in the system (first matched job's work id) rather than using the work id passed.
  - Internal Issue

Module – WUI/GUI

- [Fix] 'Approved/Rejected By' shows blank value on the Variation Register - SC Approvals tab.
  - Issue# 108648
- [Fix] In Variation Register, toggling from 'SC Approvals' to the 'Approved' tab shows a blank page.
  - Issue# 109000

More Details

BPay

In this release, we have extended, BPay Phase 1 (2022-R1) functionality with additional BPay features including …

- the ability to hold multiple BPay Reference Numbers for each creditor and
- the ability to produce BPay Payment Instruction files ready for direct upload to your bank.

As a reminder, BPay Phase 1 features included the following…

- Set a Creditor to use BPay as their Default Payment Method
- Set up BPay Biller Code and one Reference Number at Creditor Level
- Use the BPay flag to filter transactions in Payment selections and Payment Runs
- Pay Creditors by BPay without having to consolidate dummy EFT runs
- Includes BPay on Bank Rec, a new BPay List Report, BPay Cancellation
- Includes visibility into BPay details when Registering an Invoice

This section recaps on Phase 1, and details full usage of the new BPay functionality. This concludes our planned Roadmap development for BPay but we will of course, monitor usage and feedback.

NB: The new BPay features will remain in **Extended Beta** until there has been sufficient uptake, which means…

- that we ask that you **test** the feature in your Test Environment, to ensure you and your team are comfortable with operation before activating in your Live environment. This will ensure smooth transition during Payrun cycles.
- and we ask that you **notify us** directly through a support ticket should you activate the feature Live. This will allow us to track which customers are using the feature for faster support channelling should any issues or queries arise through your first Payment runs using the facility.

BPay Setup

There are 3 new programs associated with the BPay mods, one new System Parameter and setup required against each cash account that will use BPay as described below.

Add/Update the BPay System Parameter (Note: there are new parameter positions in this Release)
System parameter:

- **OTHPAY** / position 1 = Y (to activate the BPay Batches Functionality)
- **OTHPAY** / position 2 = Y (to ensure that Customer Reference is Mandatory)
- **OTHPAY** / position 3 = O (to Open and Save .BPB file / 'S' to save to a folder)
- **OTHPAY** / position 4 =   (Open file suffix. Leave blank for .BPB unless otherwise advised (3 Chars))
- **OTHPAY** / position 7 =   (Folder when position 3 option is "Save to Folder" (20 chars))

*NB : Please Activate in ALL WorkID's for either your Test Environment (when testing), or your Live Environment (when ready to use). It is essential that you adequately test and train staff before activating for use in your Live environment.
**NB : Take extreme care when activating new system parameters or changing parameters and consider the impacts of configuration change for your company. Should you need assistance please contact our Support and Services team.

Screenshot below shows the new parameter set up in 2 WorkID's

	Parm Code	Tp	Wkid	Parameter Description	Alphanumeric	Num 01	Num 02	Num 03	Num 04	Num 0
	OTHPAY	A	700	BPay and Other Payment Methods	YYO					
	OTHPAY	A	710	BPay and Other Payment Methods	YYO					

System Parameter Code Maintenance — ACTIONS | OK | BACK

Screenshot below shows the new parameter set up when RMB "Detail" is clicked

System Parameter Maintenance - Details — ACTIONS | OK | BACK

Parm Code OTHPAY   BPay and Other Payment Methods   Work Id   700   Viewpoint Training
Parm Value YYO   Type   *ALPHA

Field#	Type	Description	Str	Len	Alphanumeric	Number	
01	*ALPHA	Display BPay & Other Payment Methods	1	1	Y		
02	*ALPHA	Customer Reference Is Mandatory	2	1	Y		
03	*ALPHA	FileAction: O=Open/Save S=Save To Folder	3	1	O		
04	*ALPHA	Open File Suffix. This should be blank or .BPB for now.	4	3			
05	*ALPHA	Folder (when option is 'Save to Folder')	7	20			

Setting up new BPay Menu Options

There are in total 6 new Program options if you are using all the BPay features as described below.

In the following screenshot you can see the New Program setup for…

- **A New Cancelation for All Payment Types Program. (APPAYCANP)** You dont need to use this but you might like it as a new front end to Payment Cancellations. This program will launch a front screen that allows you to select which Payment Type you would like to cancel before going into the appropriate next step.
- **A New Cancellation program specifically for BPay. (BPAYCANP)**

Add these two new menu items in the desired position on your menu system. As shown in the example below we recommend the Cancelations/Deletions Menu.

Design Menus : Maintain Entries — ACTIONS | OK | BACK

Menu Code   J9   Release 9 Standard
Menu Number 252   Cancel/Deletions   Level 3   Size M

Ent No	Type	Opt No	Description	Command	Parameters	Security Level	
1	P	1	Cancel Single Cheque	CHQCANP			
2	P	2	Cancel Multiple Cheques	CANRNGP			
3	P	3	Cancel EFTs	EFTCANP			
4	P	4	Delete Creditor	DELCRDP			
5	P	5	Delete/Amd Pendng Invoice	DELPNDP			
6	P	6	Void Cheque	CHQVDP	V		
7	P	7	Cancelation All Pay Types	APPAYCANP			
8	P	8	Cancel BPay's	BPAYCANP			
9							
10							

In the following screenshot you can see the New Program setup for…

- **The Daily List of BPay's Program. (BPAYLSTP)**

Add this new menu item in the desired position on your menu system. As shown in the example below we recommend the EFT Processing Menu.

Ent No	Type	Opt No	Description	Command	Parameters	Security Level
1	P	1	Consolidate EFT	EFTCONP		
2	P	2	Extract Payments	DESKBANKP	' '	
3	P	4	Resend Payment	REPROCEFTP		
4	P	7	Daily list of EFT Report	EFTLSTP		
5	P	8	Daily List of Cheques	CHQLSTP		
6	P	9	Daily List of BPay	BPAYLSTP		
7	P	10	Reprint Remittance Advice	REMPRTP		

Design Menus : Maintain Entries — Menu Code J9 Release 9 Standard, Menu Number 256 EFT Processing, Level 3, Size L

In the following screenshot you can see the New Programs setup for…
- **The Consolidate BPay Payments Program. (BPAYBTCHP)**
- **The Extract BPay Payments Program. (BPAYBTCH3P)**
- **The Resend BPay Payment Program. (BPAYBTCH6P)**

Add these three new menu items in the desired position on your menu system. As shown in the example below we recommend the EFT / Bpay Processing Menu. Notice in our example we have changed the description on the menu and some of the EFT options for clarity. You can upgrade descriptions as you like on your system.

Ent No	Type	Opt No	Description	Command	Parameters	Security Level
1	P	1	Consolidate EFT	EFTCONP		
2	P	2	Extract EFT Payments	DESKBANKP	' '	
3	P	3	Resend EFT Payment	REPROCEFTP		
4	P	4	Daily list of EFT Report	EFTLSTP		
5	P	5	Daily List of Cheques	CHQLSTP		
6	P	6	Daily List of BPay	BPAYLSTP		
7	P	7	Reprint Remittance Advice	REMPRTP		
8	P	8	Consolidate BPay Payments	BPAYBTCHP		
9	P	9	Extract BPay Payments	BPAYBTCH3P		
10	P	10	Resend BPay Payment	BPAYBTCH6P		
11						

Design Menus : Maintain Entries — Menu Code J9 Release 9 Standard, Menu Number 256 EFT /Bpay Processing, Level 3, Size L

Setting up a Cash account with BPay Details

As shown on the Cash Account Maintenance screen below, to configure and use BPay with a Cash Account you must add the "**B"** flag next to the Cash account in the Other Payment Methods column, and through the right click options, additional BPay details must then be set up for correct generation of the .BPB file, if you are uploading directy to the bank. Note: some customers may need to add the Cash Account Maintenance program option to their menus if it has not been added previously.

The Screenshot below shows the Cash Account Maintenance Screen. Note the "B" in the Other Payment Methods column on the right.

Then Right Click account and select Other Payment Method Detail and you will see the screen as shown below where your "BPay Customer ID" and "Customer Shortname" are entered. These details are included in .BPB files when sent to the bank.

BPAY Operations

This section will describe the new functionality for Paying Invoices with BPay.

Creditor Setup

Once Parameters have been activated you will be able to set the default Payment Method for any Creditor to BPay as shown below. Simply Check the BPay Payment Method and update Biller Code, Payee and Reference Information. Note, you can click on the red Extended Reference Details icon to add multiple Reference numbers for the same Creditor. These can be selected when registering invoices and through the Payment Selection cycle.

The Creditor Maintenance / Financial Details Tab below

Clicking the red Extended Reference Details icon, next to the **Customer Ref.** will take you to the pop up screen as shown below. Add as many BPay Reference numbers as you like for the Creditor, noting that "Lodgement References" are optional entries. If Lodgement References are set up, they will be used as the lodgement reference default when creating the BPay file for that Creditor's Payment. You can come back any time and Delete, Edit or Add more Reference Numbers for the creditor.

Note: Once multiple Reference numbers are entered then the front screen will show "***Multiple**" to indicate that more entries exist via the red Extended Reference Details icon

The BPay Multiple Customer Reference Pop Up is shown below.
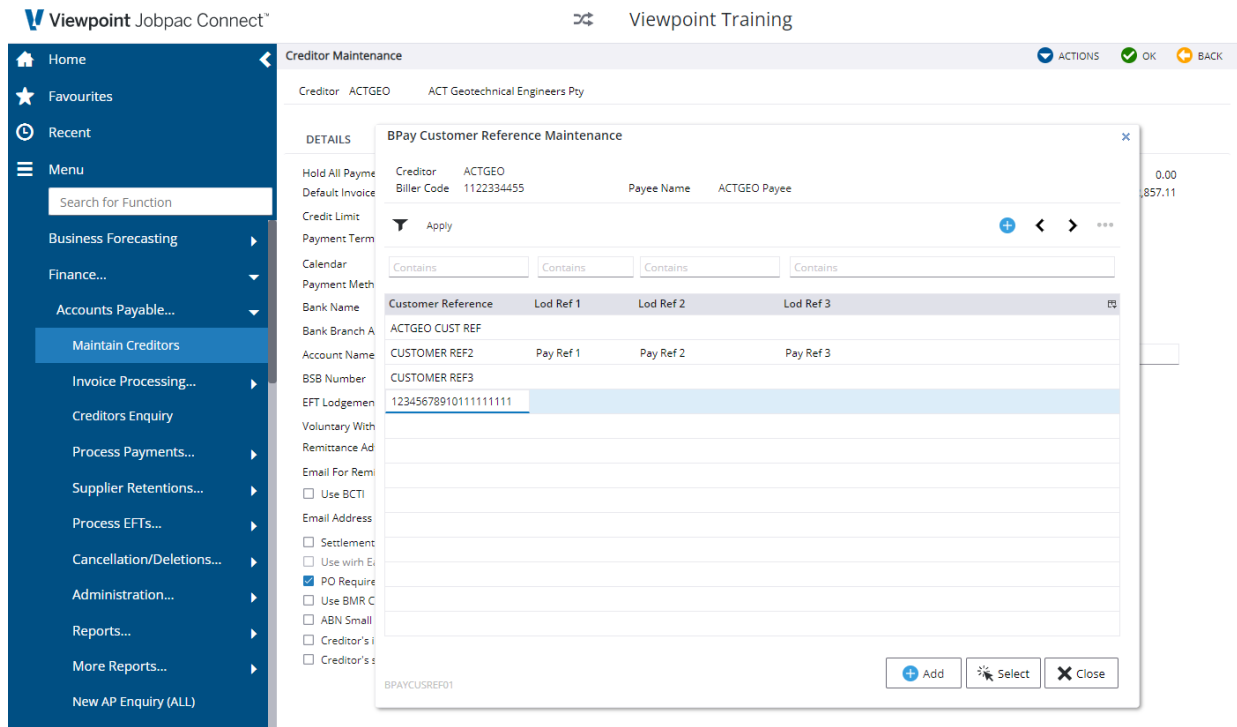
Registering Invoices

If you are registering Invoices manually then you will notice BPay details for Creditors who's default Payment Method is set up as BPay. You will have the opportunity to scan and select the **Customer Ref.** if the Creditor has one or more **Customer Ref.'s.** The **Customer Ref.** can also be manually entered on this screen but will be validated against the available **Customer Ref.'s** for the Creditor on the Creditor master file.

The Register Invoices Screen with BPay Details is shown below.
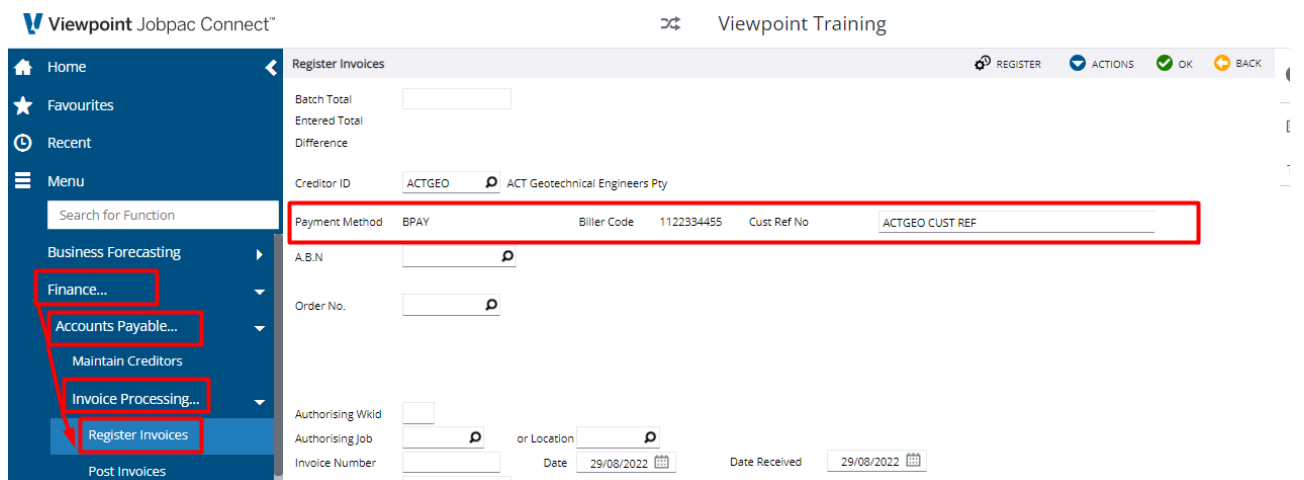
Pre-Approved Invoice Entry

If you use the Pre-Approved Invoice Entry process, and the Payment Method for the Invoice is BPay, then you will notice Biller Code and **Customer Ref.** in the Invoice Header as shown below.

Customer Reference No. can be selected using the scan if one or more **Customer Ref.'s** exist for the Creditor. The **Customer Ref.** can also be manually entered on this screen but will be validated against the available **Customer Ref.'s** for the Creditor on the Creditor master file.

The Pre-Approved Invoice Entry Screen with BPay Details is shown below.

Payment Selections

In Payment Selections you can filter and change the Payment Method against any invoice to BPay, provided BPay Credentials have been setup for the Creditor at Creditor Level.

Note: as shown below, if BPay details are invalid the transaction's Payment method will be shown in Red to indicate an error.

To fix the BPay Details, use double Click (or Right Click Select) to edit the BPay Details for the transaction.

If changing the Payment Method to BPay, then if the Creditor has no BPay details set up then an error will displayed to indicate this.

When changing the Payment Method to BPay, if the Credior does have BPay details set up at Creditor Level, then you will be automatically taken to the Transactions details to confirm or edit the **Customer Ref.** as shown below. Edit BPay details then click [OK] and [Back] to return to the previous screen.

Payment Preview

As shown on the screenshot below both the Payment Preview and Payment Processing have been updated to allow BPay Filtering. As a technical note, during Payment Processing, Invoices paid by BPay will go to a different set of Payment History files in the back end. This may impact you if you are extracting Payment history information for other 3rd Party Apps.

Note: In Payment Preview, if BPay details are not valid on any transaction then the Invoice will show under Invoices that will not be paid with a reason indicating invalid BPay details. BPay details are considered valid if they are setup against the Creditor to be paid.

Process Payments including Consolidation and Bank Transfer Steps

In Process Payments, An error will be displayed if BPay details are not set up against the Cash Account for creation of the .bpb file.

After processing your Payment Run you will need to Consolidate and Generate the .bpb file (BPay file) to be uploaded to your bank. This is a very similar process to the EFT Consolidation and generation of the .aba files

Consolidate BPay Payments

Like EFT's you can do multiple BPay Payment Runs and then consolidate them into a single Bpay Bank Upload. For BPay however you will need to consolidate by BPay Payrun Number (ie there will be one unique run number for each Creditor in a BPay batch) but otherwise the operation is almost identical to EFT consolidation.

After navigating to the new **Consolidate BPay Payments** option, on the first screen you will see a list of all BPay Pay No.'s to be paid by BPay that are not yet consolidated. Use Right Mouse to either select for consolidation or display more details of the transaction inclusions. Lines will drop off the list on this screen as soon as they are selected for consolidation.

Like EFT Consolidation currently it is best to work one Cash account at a time, consolidate, extract and send before moving onto the next cash account to work with.
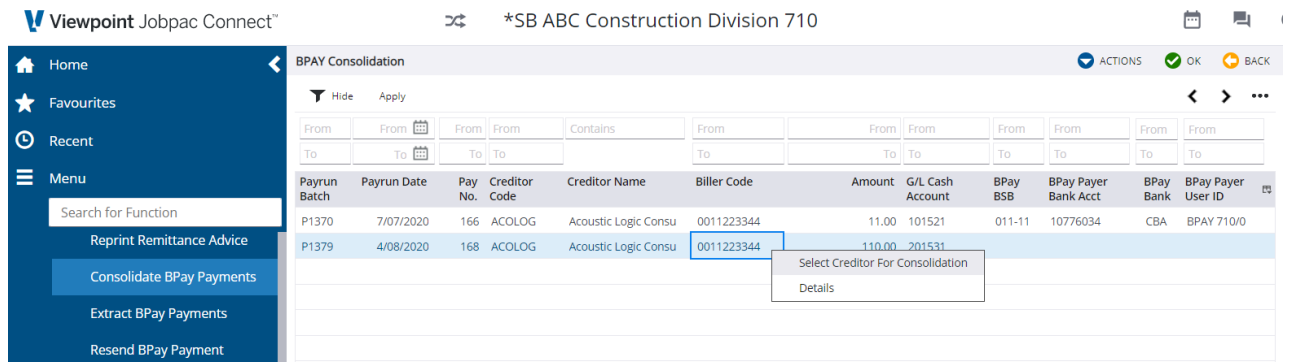
Use the Action option to **Display Consolidated files** to show all BPay Pay No.'s that have previously been consolidated ready for BPay Extract and Transfer, as shown below. You can unconsolidate from this screen using Right Click. You can also see more details relating to the transactions included
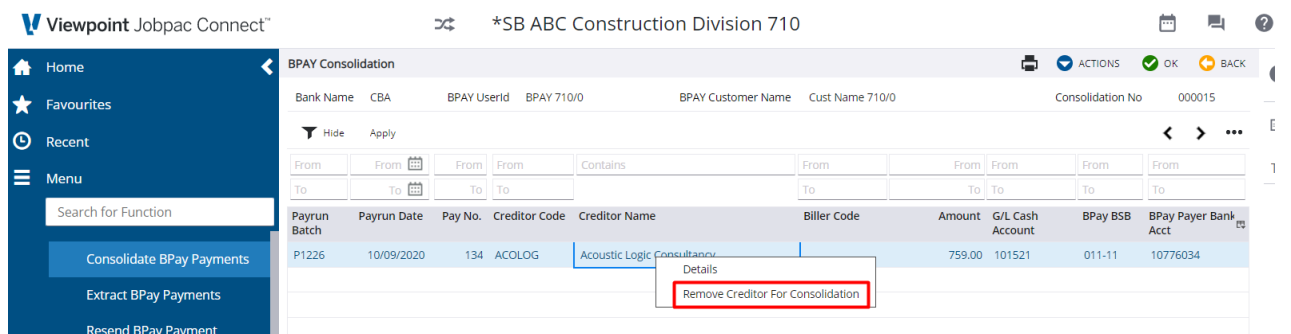
Using the Action option as shown below, you can also Display more Details relating to the consolidated batches such as BPay Customer Ref numbers and Lodgement Reference Numbers etc. Printing is also possible.
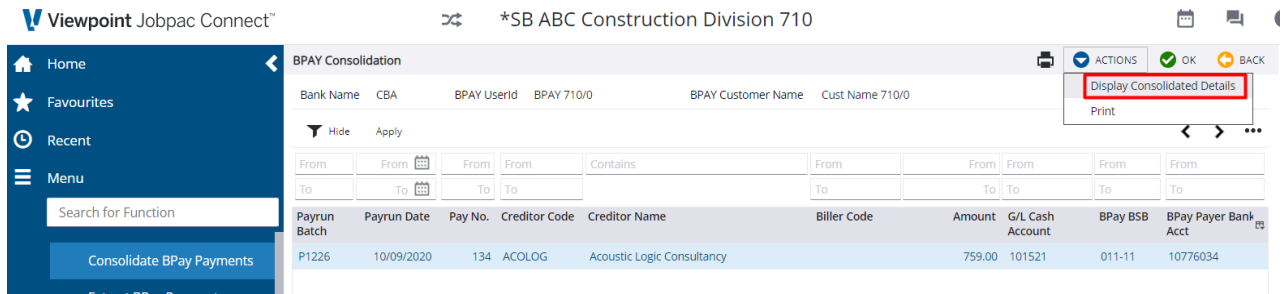
Extract BPay Payments

Once you have consolidated your BPay payments, as per the previous step, ready to be sent to the bank, navigate to the New **Extract BPay Payments** menu option where you can now **Generate a BPay Batch** file in .bpb format. Use Right click to generate a new BPay Batch file as shown below.
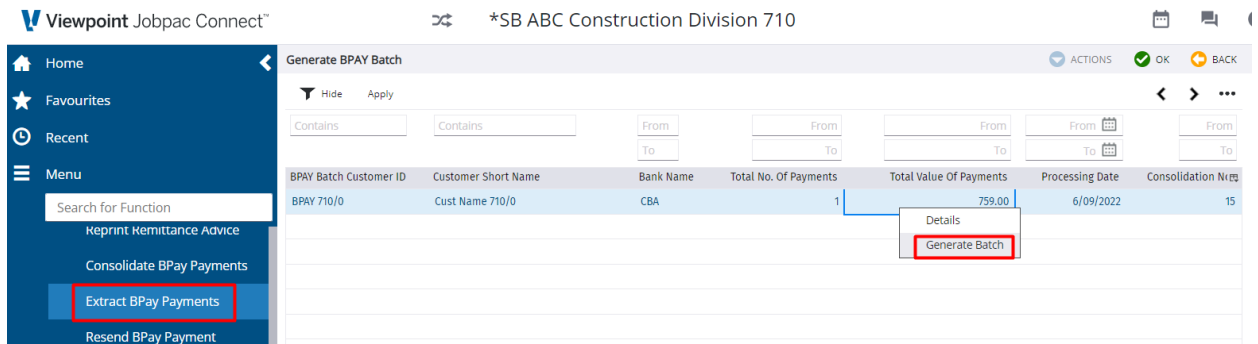
Once you have generated the batch you will need to save the .bpb batch file before uploading to the bank manually at this stage. Automatic SFTP upload to the Bank, as is currently possible with EFT files, is currently in the Roadmap for BPay.

Resend BPay Payments

It is possible to regenerate a BPay Batch file for resend to the bank by using the New Resend BPay Payment menu option, finding your batch and then regenerating with a right click as shown below.
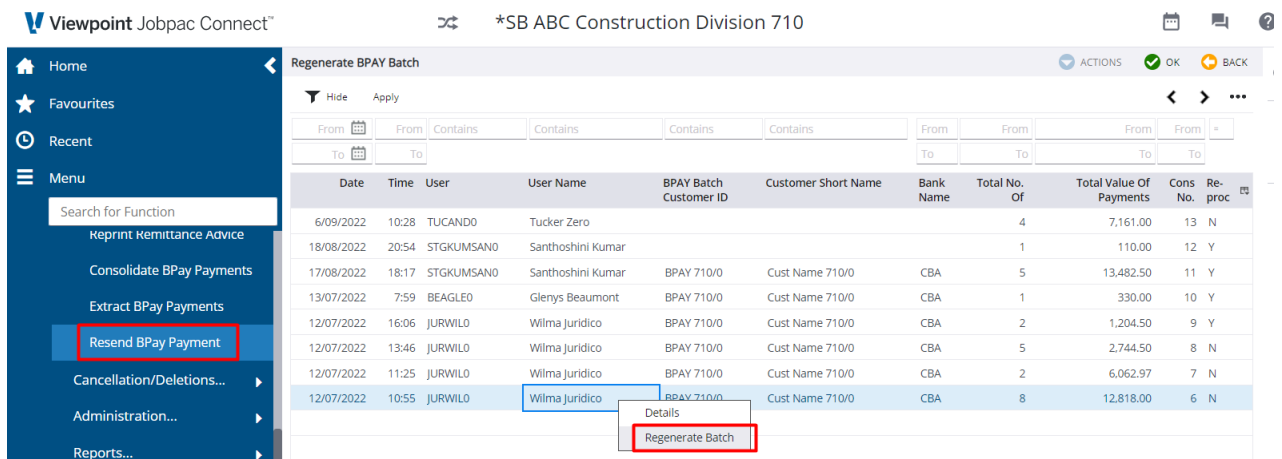
BPay Cancellation

The new BPay Cancellation Program will allow cancellation of BPay'ments in a very similar way to Cheques and EFT's as can be by the familiar seen below. Note you must add the new Program as described in Setup.
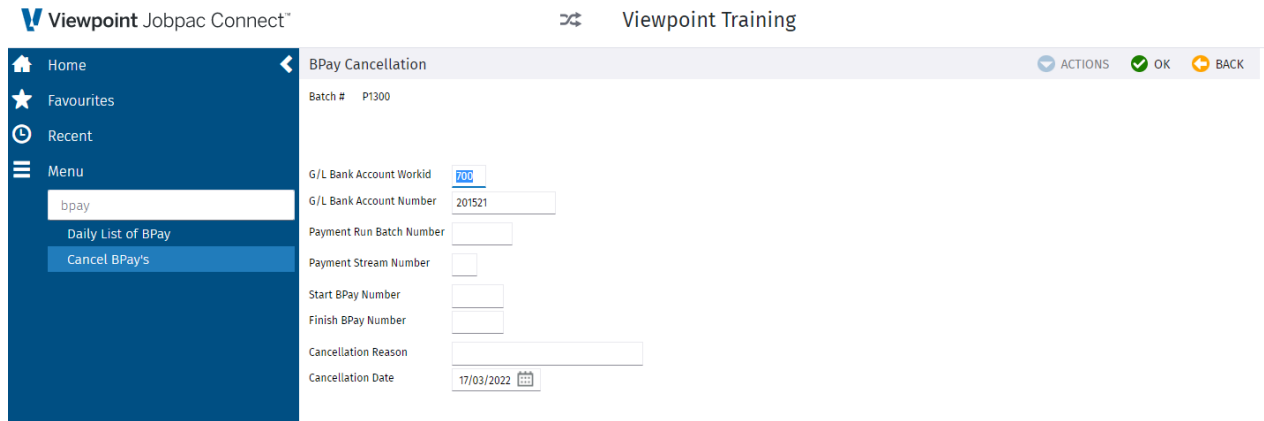
Daily List of BPay's

To assist in Bank Reconciliation processes there is a new Daily List of BPays Program should you need it. Set up of the new program on your menus will be required. The Bounding screen is shown below.
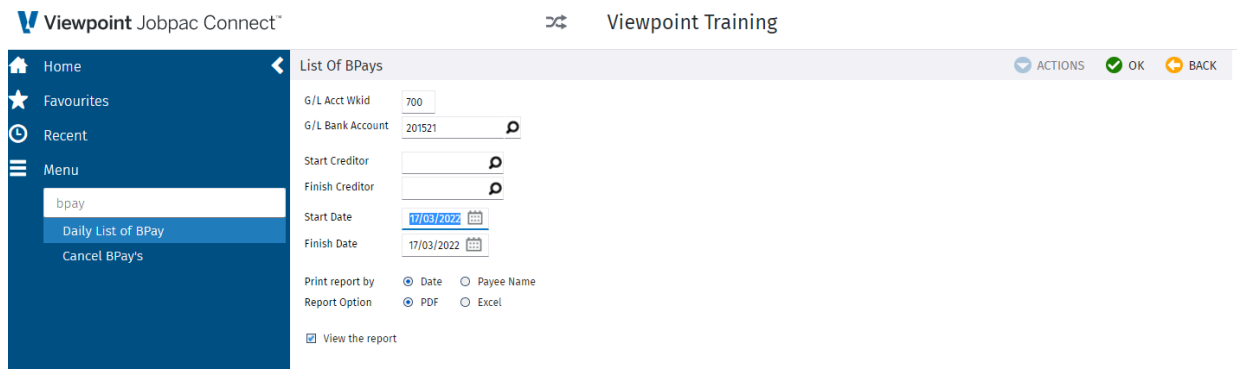
The new AP Payment Cancellation program - All Payment Methods

This program can be added to your menus to replace the existing EFT cancellation and Cheque cancelation programs. It also adds the BPay'ment method all in the one spot. When you call the program from your menus you will see the front screen selection as shown below. From there you can select the Payment Method that you wish to cancel in.
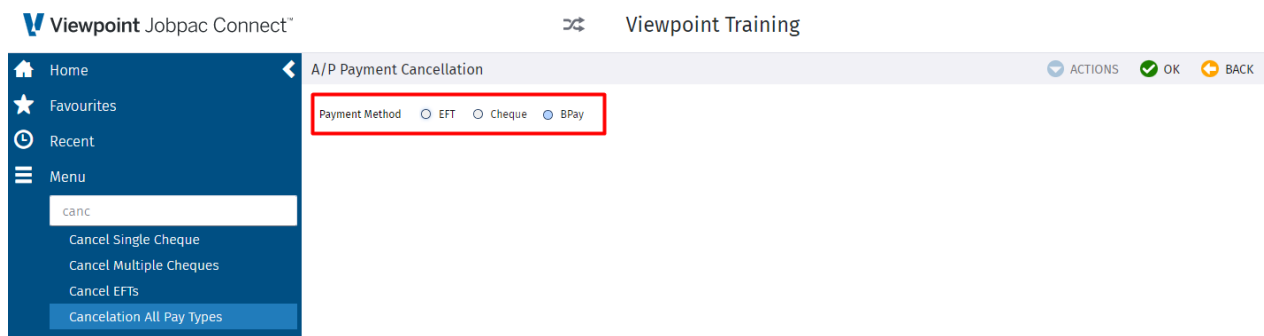
Bank Reconciliation

Bank Reconciliation has been upgraded with BPay Filters as shown below

Electronic Invoicing by Peppol for AR Invoices

E-Invoicing in PEPPOL format for AR Invoices is now available for use in Beta Mode! This represents true B2B Electronic Invoicing, and it is likely we will see a gradual transition towards this style of B2B invoicing for AP and AR over the next 5 years as more systems build the capability. Beyond Paper, beyond OCR, no manual entry, it really is an evolution in Invoiceing and will drive efficiency and productivity.

Jobpac has partnered with OZEDI as an eInvoicing Gateway provider through which both AR and AP invoices will be sent and received completely electronically to through eInvoicing network.

It is expected that for government projects, cashflow benefits will be awarded to contractors who Invoice electronically, in the very near future. And Jobpac is ready for you!

For any customers wishing to activate and Invoice electronically on the AR side we will work with you, by request, to activate the technology. It is remarkably simple to setup and use but you will also need to work with OZEDI directly to register on their eInvoicing Gateway. You may be familiar with OZEDI as our STP Sending Service Provider.

In this section we will outline the set up and use, but as mentioned, we want to work with you as you activate and take-up this new technology.

System Setup for PEPPOL

1. A Jobpac Consultant will need to set up the OZEDI einvoicing API URL in our GLOBAL parameter file. This can be activated by request.

2. A Jobpac Consultant will assist you to set up the CONFIGJP file with OZEDI Account details including your

a. **STP Client ID** - This is your OZEDI STP Client ID. You may have one or more Client ID's set up at OZEDI and this is correlated more to your Sending Company WorkID.

b. **OZEDI Account Details** - This is your Account at OZEDI. Normally only one account is required, but this will depend on your organisation structure.

3. Two System Parameters are required for AR eInvoicing

a. **PEPPCI** (ClientID) The OZEDI Gateway ID for this Participating WorkID. This will override at WorkID level, the Client ID set up in the CONFIGJP above. And will apply to AR Invoices sent from the WorkID where specified.

b. **PEPPPI** (Participant ID) sent with AR invoices to Identify the sending Identity to other networked businesses. Also used to represent the receiving WorkID for AP Invoices coming into the system. It is normally a combination of your ABN and country code.

Electronic Invoicing for AR - Operations

Debtor setup

Once you have setup your system and your OZEDI Account your Debtors can be brought into the electronic Invoice framework individually. You will need to liaise with your Debtor, establish if they are capable of receiving Invoices electronically by PEPPOL, and ask for their **PEPPOL Participant ID**. Note: the debtor does not need to use OZEDI or Jobpac. They can use any capable software and any eInvoice Gateway provider.

To activate a Debtor for EDI, navigate to Maintain Debtors and select the Debtor that you wish to send invoices to electronically. On the Details tab as shown below…
- Tick the checkbox "AR EDI Active"
- And enter their **PEPPOL Participant ID** (Normally a combination of their ABN and a country code.)
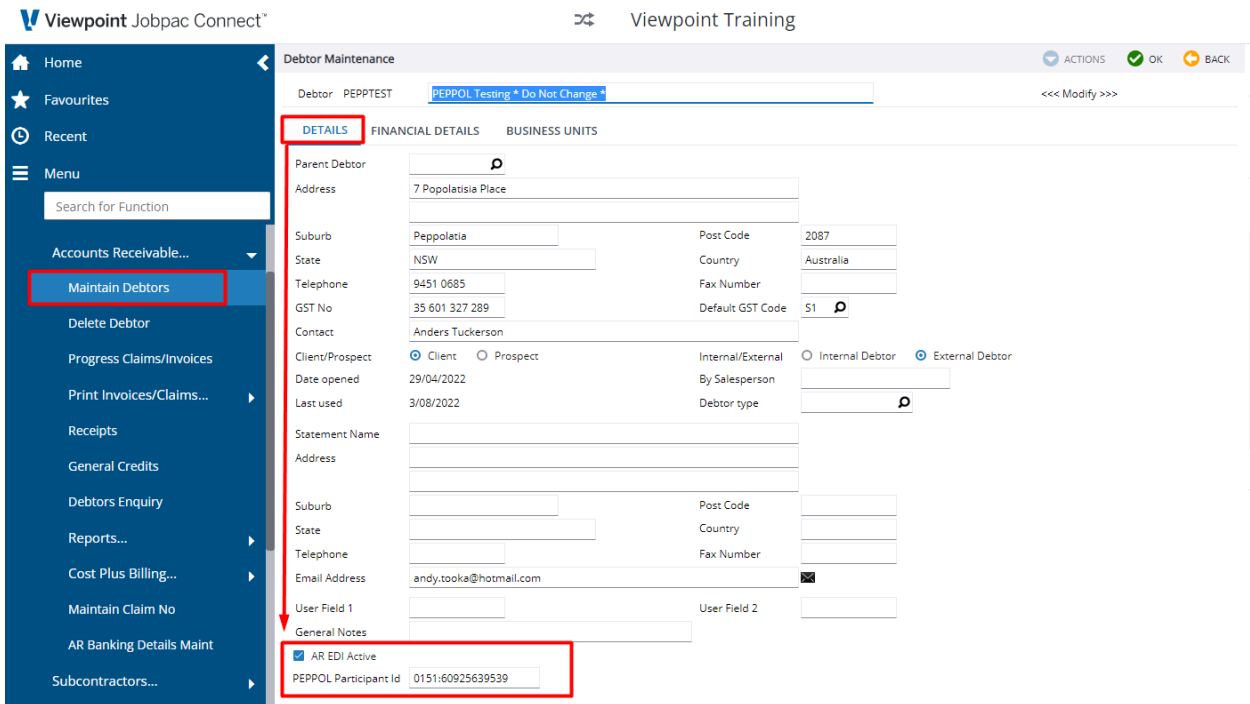
Sending electronic Invoices via AR Inv Entry

You can send Invoices Electronically to EDI enabled Debtors as you create them in a number of ways, on both Progress Claim Invoices and Sundry Invoices.

1. Navigate to AR Progress Claims/Invoices (aka Accounts Receivable Transaction Maintenance) and right click on an Invoice to Print it as shown below.
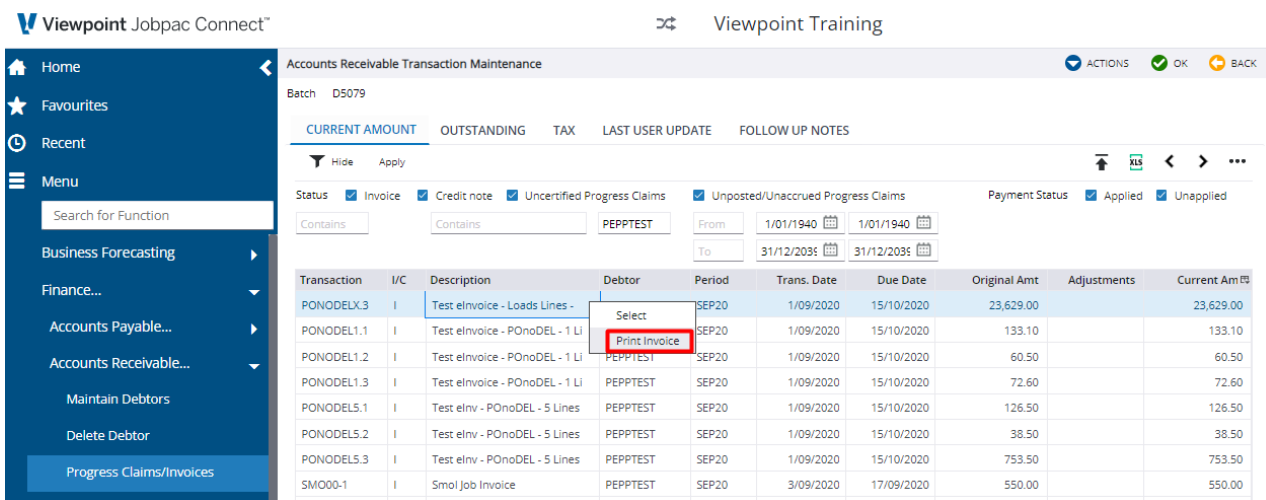

You will notice if the Debtor is EDI enabled a checkbox will allow you to send the Invoice Electronically. Just Check the checkbox if not already checked and proceed with printing to send electronically. In the example below you can see this Invoice has already been sent noting that you can only send an Invoice electronically once.
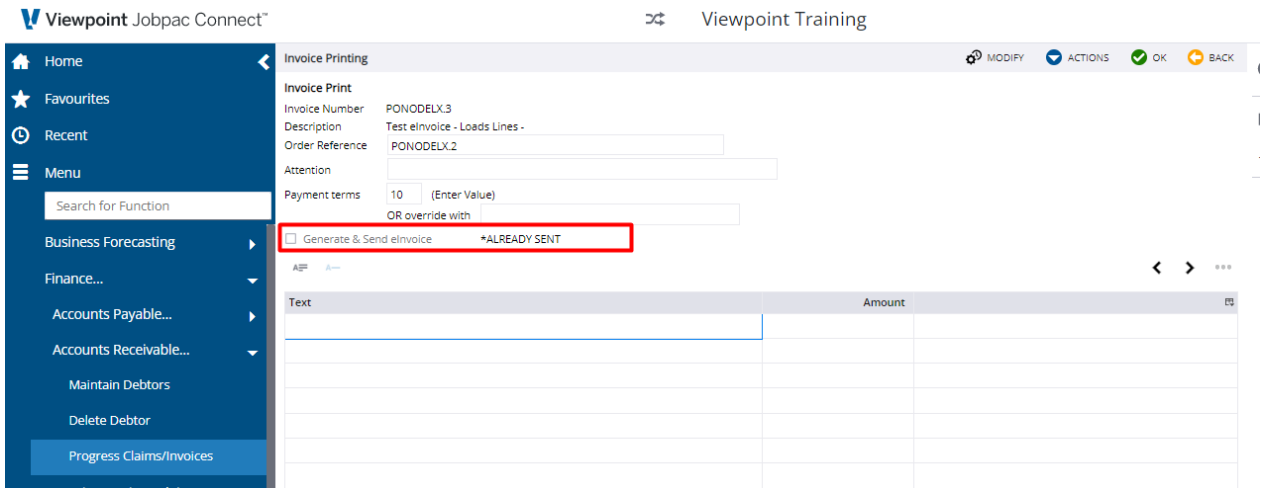
2. In the example below we will send a Sundry Invoice electronically as we create it. Use the Action option to Print the Sundry Invoice as shown below
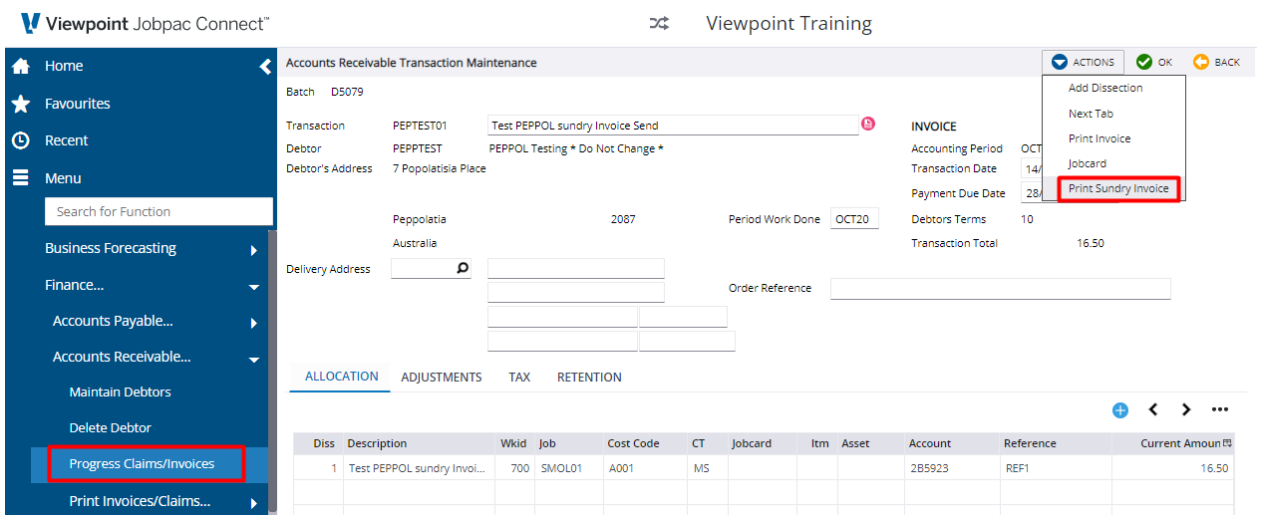
On the next screen, where in this case it is possible to print one or a range of invoices, you will notice the option again to Send the eInvoice, as shown below. Check the box and continue.
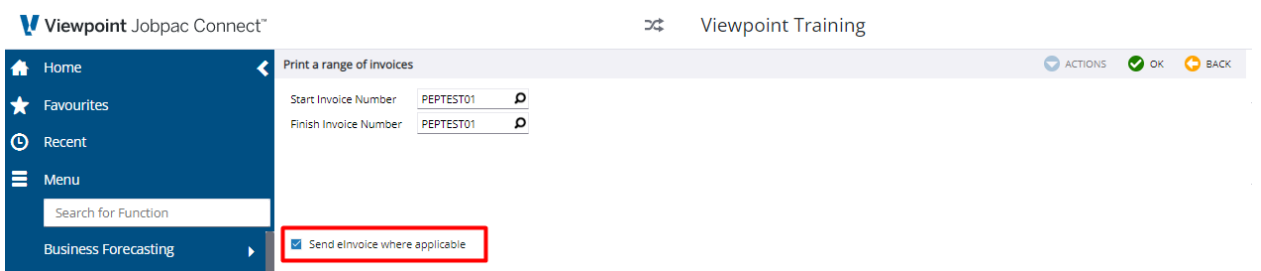
On completion of the print cycle a message will let you know how many invoices in the range were sent successfully and how many were unsuccessful, as shown below.

V Viewpoint Jobpac Connect™
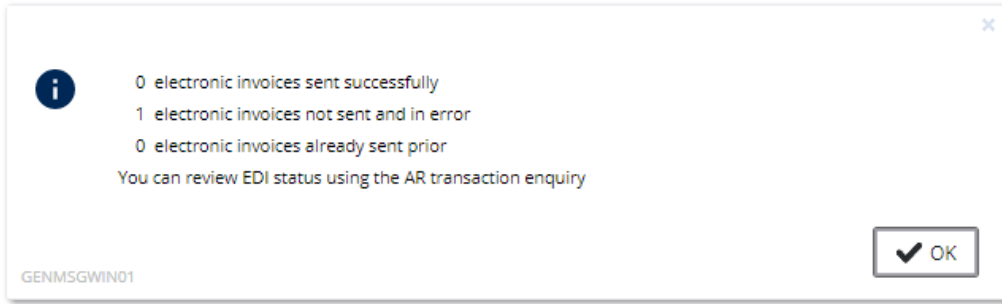
Printing Ranges of Invoices

You will note a similar Option is available when printing a range of invoices as can be seen in the screen shot below. Again a success status pop up will display on completion of the print cycle.
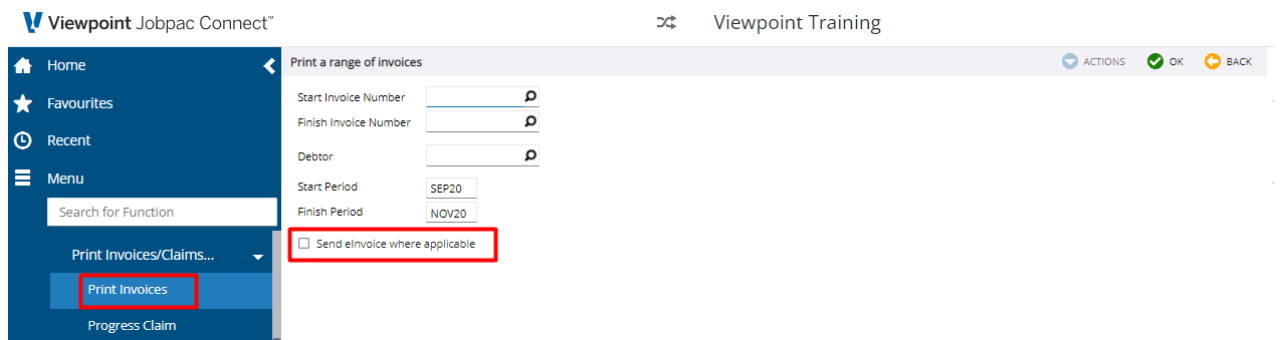
eInvoice Send Success Status

See the eInvoice Send Success Status through Debtors Enquiry. First click on the EDI Details tab and the for any Invoice showing an error you can right click to see the EDI send error details.
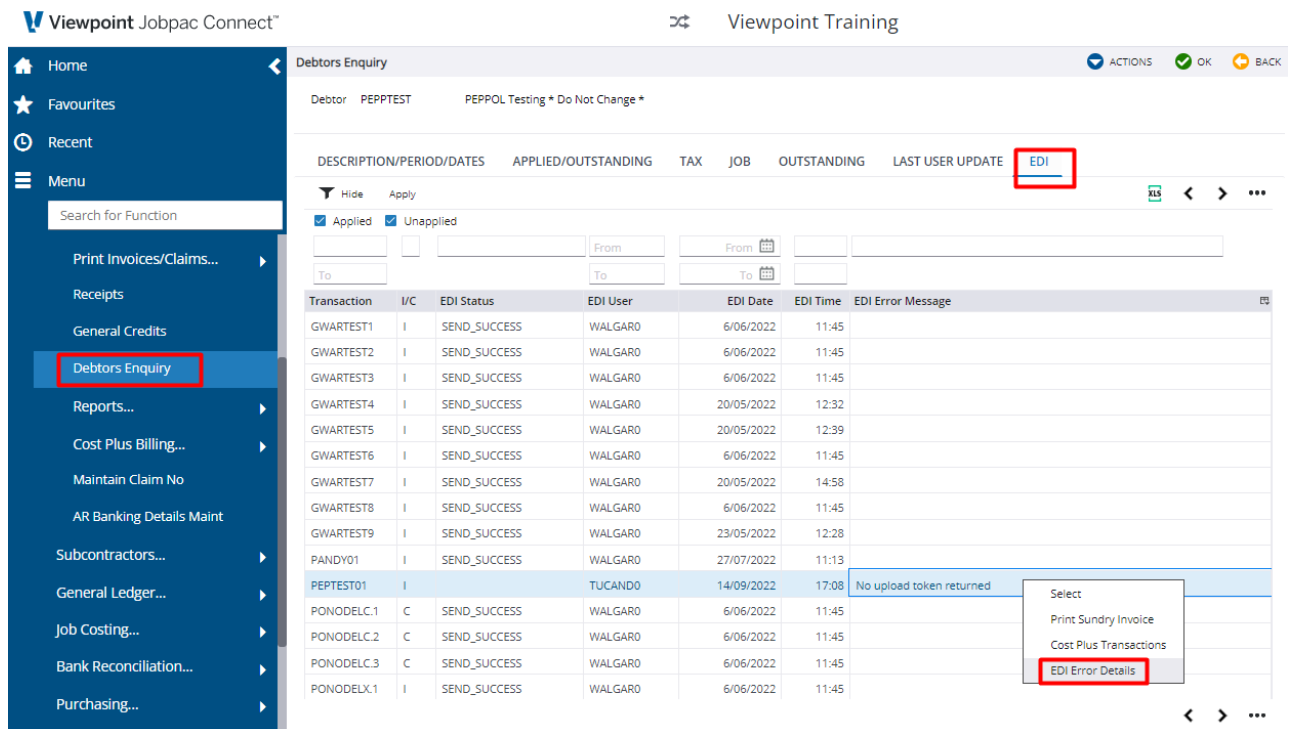
Work Order Invoice Printing

Work Order Invoices can also be sent via EDI if the Debtor is enabled in a similar fashion.

Note: Once an Invoice is sent electronically successfully then it can't be sent again and it cant be adjusted. You need to make sure the Invoice is correct before sending. Corrections can be made electronically by sending a Credit

PO Amendments (Pilot Mode)

In the R3 Release of 2022 our work on PO amendments has progressed significantly. The aim here is to allow easy maintenance of ordered quantities, approval, and Amendment control for large orders that are updated possibly many times through a project.

Note: These most recent changes are released in **Pilot Mode Only** and should only be activated in test environments if you want to test and provide feedback to us. At this stage do not activate in your Live environments. If you do want to give it a go, reach out to me directly and we can give you a run-through and gather your feedback.

You can read about setup and operations in the More Details section of this document but in summary the new PO Amendments enhancements include the following features…

- Activation of an automated Revision snapshot on each PO approval
- Ability to change Quantities and Rates easily in grid style, List View format to form new Amendments
- Ability to see scanned invoice images and collate all Invoices against an Order
- Review and Add deliveries to an Order (already in operation)
- Approval status and Amendment Number will be shown on screen
- PO Approval of amended Items Only

Current Limitations to be aware of in this version, that we are developing towards, include…

- There is currently no parameter to lock the Rate field if you wish to force rate changes to be entered as a new line.
- There is currently no report that shows the full history of changes in sequence.
- More work is required in the production of PO Amendment specific forms
- More work is required in the Approval of PO amendments.

PO Amendments Setup

To activate PO Amendments setup the new system parameter POAMND with a 'Y' in each WorkID that you wish to activate as shown in the example screenshot below.

Note: PO Amendments will only be activated if both the POAMND parameter is setup and Advanced PO Approvals is in use.

Note 2: Activating the POAMND parameter will deactivate the ability to create revisions on "print" as with the PO Amendment feature activated, Revisions (or Amendments) will automatically be created on each new PO Approval.

Note 3: Activating the POAMND parameter will take a snapshot of the current PO values as a last Amendment.

View and Collate all Invoices against an Order

You can view and collate all Invoices against an order while amending a PO, by following the steps outlined below. First select the "Invoices" Action option…

Then use right click to show the scanned image of the invoice…

Or, if desired, use the Action option to "Collate Invoices" to merge all scanned invoice images into a single pdf…

View Deliveries against an Order

The ability to review and add deliveries through the Deliveries Action option, as shown below, was added in a prior release but it is worth a recap here.
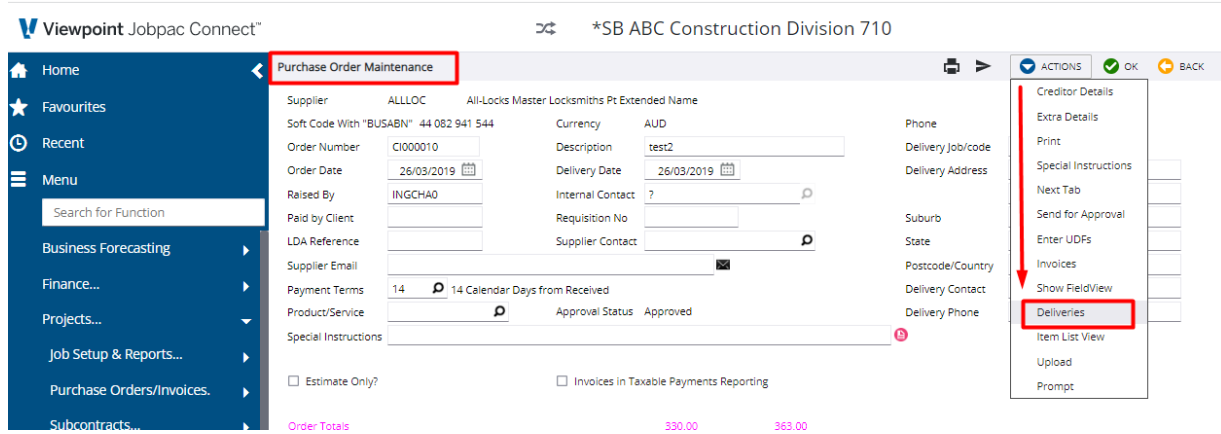
Approval Status and Amendment Number Shown on screen

You will notice the PO Approval status now shows on each PO screen as can be seen in the screenshot below. Amendment number will also be shown with Amendment 1 representing the 1st time an Approved PO is amended.

If a previously approved PO undergoes an amendment and is resent for approval then the Approval Status will reflect this.
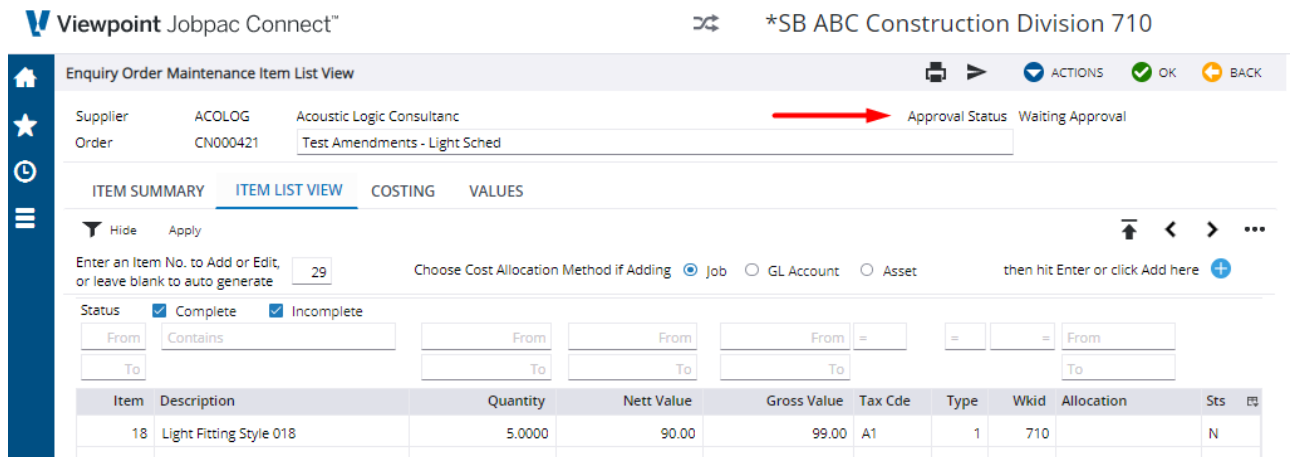
Amending an Order Manually

You will note with the Amendment feature activated, if you maintain a previously approved PO, then new tabs will appear to allow you to easily Amend the Qty and Rate in either Nett or Gross, as shown below.

You will see Previously approved values, Current values and Change in Quantity for this Amendment.

On these tabs you can edit the Change in Quantity, the New Quantity or the New Rate fields.

Changes to the order items will demand that you Send the Amendments for Approval subject to Advanced approval rules set up for Purchase Order Approvals.

Uploading Amendments to an Order

Amendments can also be uploaded to the order by excel. More details on this feature will be advised in the near future.

Printing an Amended Order

Once completed Printing an order will offer different printable formats. You will be able to either Print amendments Only, Print Amendments and current total values on all Items, or just amended Items. More details on this feature will be advised in the near future.

Sending and Approving an Amended Order

Amendmended Items are sent for approval in the same way as always noting that only amended Items will be sent for approval. More details on this feature will be advised in the near future.