### Jobpac Connect Release Notes 2023-R4 (effective 26/11/2023)

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### **Release Overview & Product News**

The 2023-R4 Release of Jobpac Connect will be the final major Release of 2023 and includes further PTA report hardening, a nice new feature to uplift Variation Price Submissions based on a Budget Entry Method, some streamlining in the Invoice Approvals Process, suggestion box items, progression of some large multi-quarter projects, Beta programs and more! Read on for more details and I'll see you on the upcoming Release Webinar to take you through these notes in more detail.

An update on the Bank Feeds for Bank Rec Beta program. Our Bank Feeds for Bank Rec Beta program is progressing nicely with a number of customers using CBA, ANZ and NAB banks coming on board so far. We would like to extend our thanks again to those customers partaking in the Beta Bank feeds for Bank Rec, your feedback has been invaluable.

In terms of readiness for Bank Feeds General Availability status there are some components that are ready for GA now, including the Push and Pull Feeds themselves and the Push process in its entirety. However, the new Bank Rec Matching process still has a few gaps that we are rapidly closing. I have also prepared a visual Component Readiness Quadrant below that shows, in blue, those components that are ready for GA, and in orange those components that we are working towards full Readiness. Note, for each different bank the state of readiness may differ slightly. Bank Readiness is also charted below.

	Feed Type	Jobpac Operation
Payments	Bank Feed Push Auto SFTP Push for secure ABA and BPay payment instructions	<b>Payment Processing</b> ABA and BPay Payment Instruction files auto prepared from Payment Processing and sent to Bank
Bank Reconciliation	Secure Bank Feed Pull Bank Statements auto pull by SFTP	Bank Reconciliation Bank Statement Feed File Mapping Architecture Auto Match Architecture New Bank Rec Matching for Payments, Fees, Direct Debits New Bank Rec Matching for Receipts, Payroll User Facing Documentation (currently in draft)

Bank	Status
NAB	Ready to implement to the status of Readiness Quadrant
ANZ	Ready to implement to the status of Readiness Quadrant
CBA	Ready to implement to the status of Readiness Quadrant with some fine tuning of Feed File Mapping underway
WBC	Ready to Commence Beta - Seeking Beta Testers
Others	Ready to commence Beta - Seeking Beta Testers

Note, you can join the queue for implementation by raising a Support ticket and letting them know what bank or banks you are using. If you are raising a case to join the implementation queue, please also indicate your desire to either join the Beta program with the known gaps as indicated in orange in the Readiness Quadrant, OR indicate if you would prefer to wait until GA is announced for your Bank. Note also, you are also most welcome to implement Bank Feeds Push, Pull and Payment Processing now and then switch on the Bank Reconciliation component as a second phase. This approach can bring you some great value sooner. It is anticipated that we will announce General Availability when Deposit Matching and Payrun Matching are fully available.

**In other PTA Compliance News**, the Queensland Public works Division for Building Policy have announced that a number of recommendations have been made for changes and clarifications to legislation around QLD PTA

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Compliance. Clarifications are likely to be around recognition dates for beneficial interest and are eagerly awaited. They have also announced that a Certification Checklist will be made available to software providers and as soon as this is ready we will be working towards formal certification for Jobpac Connect. It is important to note that our PTA roadmap does not stop at minimal certification and it is expected that we will continue to work on refinements to workflow that go above and beyond.

**For NZ Trust Compliance** we have included in R4 the ability to capture additional information against cash accounts in regards to extended Account names, Branch names, Bank names. Shortly after the R4 Release a Patch will be installed with form changes to present this new additional required information on the Subcontractor Statement Forms, as well as some Standard Form Text and Complying Instruments Text. Note, that these changes can be used to enhance Subbie statements in any geo where used.

**In other product news** we have made progress in this Release with the AP Transaction Number extension project and in this regard I would estimate we are about 60% complete having made the database ready and commenced some front end work. To set expectations this is a large project and we expect it to run for a while yet. We know this is important to our customers, but as always we need to balance with other important initiatives underway and proceed with care. Incidentally, we are initially moving to a 24 character Transaction number, so please let me know if you have any AP transaction numbers longer than that to cater for.

Kind Regards Andrew Tucker Sr. Product Manager Trimble Viewpoint APAC

### Enhancements

### Roadmap

• PTA Reporting Enhancements - Pdf output format, and new SC Statement Options

Our PTA Roadmap work continues with some further report hardening based on Customer Audit results and feedback from both our Australian and NZ customers. To this end the following features have been added to the PTA Reconciliation Report and Subcontractor statements.

- We have added a **"Report Produced Date"** in the header of all 8 PTA Reports in response to Customer Audit outcomes.
- **Printing directly to PDF**, in response to Customer Audit outcomes.
- Include additional bounding options for more targeted production of Subcontractor Statements.
- Note: Some Subcontractor Statement changes specific to NZ will be released in a patch shortly after the R4 Release. NZ Customers, we will update you as soon as a post Release Patch is ready.

### Additional Options for more targeted production of Subcontractor Statements include...

- As shown in circled in the screenshot below, the ability to **produce ALL** qualifying Subcontractor Statements,
- OR, to produce Subcontractor Statements for those agreements that were **Paid ON a specified date**.
- OR, to produce Subcontractor Statements for those agreements **Paid Since a specific date**.
- AND, we give you the ability to **Exclude Agreements where there is Zero Retention Held** and where the Retention was not released within the statement date bounds. ie if the retention was just Released to zero you would be wanting to notify Subbies of that change in their balance.

Y	Viewpoint Jobpac Connect™	⊃¢ STG	G - *SB ABC	Construction Division 710	ſ			F			
n	Home <	PTA Reconciliation / SC Retention He	eld in Trust Reconc	iliation	ACTIONS	<b>O</b>	ок	🔶 ВАСК			
★	Favourites	Project Trust Account or Retention He	Project Trust Account or Retention Held in Trust Account								
0	Recent	OR Project Q									
≡	Menu	OR Select Projects									
	pta	Start Reporting Date	ŧ	(Normally left blank to include all transactions from project qualification date)							
	Creditor PTA Opt-Ins	End of Last Reporting Period	<b></b>	(Show only summarised data up to and including this date)							
	PTA Reconciliation Report	Finish Reporting Date	1/11/2023 🖽	(Qualifying transactions up to and including this transaction date will be shown)							
	PTA Reconciliation Report	Show Payments up to and Including	1/11/2023 🖽	(Normaly set to be the same as the Finish Reporting Date)							
	PTA Reconciliation Report	Summarise HC Progress Claim His Summarise SC Claim History to Ag Summarise SC Claim History to Ag Summarise Bank Transactions Show Excluded/Non-Qualifying SC Show Excluded/Non-Qualifying PC Show Retention Balances on Repo Produce Subcontract Statements Select Reports: Reconciliation Report Trust Account Ledger - RTA Racord O Deposits and Withdraws Bank Reconciliation - RTA Trust Account Trial Balance Statem Trust Account Trial Balance Statem	reement Order Claims in Report E) Dinvoices in Report Trts and Statements Produce @ Exclude wh als - RTA	Exception Section	]						

### PDF format options for the reports

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You will notice that the QBCC Audit Reports are now always produced in both Excel and PDF format. On production of the reports the Open Report selection window will pop up as shown below. Simply select either the Excel version of the PDF version to print.

	Open Report			×
		Report Name	Report File Name	
	XLS	Reconciliation Report	PB202311011518226570.CSV	
g H	XLS PDF	Trust Account Ledger - RTA	PB202311011518251440.CSV	
⊿ tc	XLS PDF	Record of Deposits and Withdrawals-RTA	PB202311011518261740.CSV	
s	XLS PDF	Bank Reconciliation - RTA	PB202311011518271940.CSV	
P P	XLS PDF	Trust A/C Trial Balance Statement - RTA	PB202311011518282340.CSV	
ts	XLS PDF	Trust Account Ledger - PTA	PB202311011518292750.CSV	
	XLS PDF	Record of Deposits and Withdrawals-PTA	PB202311011518303080.CSV	
а	XLS PDF	Bank Reconciliation - PTA	PB202311011518313440.CSV	
эı	XLS PDF	Trust A/C Trial Balance Statement - PTA	PB202311011518323780.CSV	

PTA Reporting Enhancements - Direct Debit Reporting Control with Trustee Classification
 Prior to the concept of Trust Journals, and for other reasons of preference and necessity, in managing
 Beneficial Interest transfers and corrections for qualifying projects, Direct Debits have been, or are being
 used. Prior to R4 this caused problems in the PTA Reconciliation report as there was no way of distinguishing
 if a Direct Debit related to Fees, Interest, Top Up's and Draw down's, ie Trustee Related, or if the Direct Debit
 related to Retention Transfers, Payment Account Corrections or Receipt Account Corrections. Therefore we
 have put some extra control around the classification of Direct Debits that impact a Trust Account. ie for
 reconciliation purposes it is important to know the purpose of the Direct debit and if it is Trustee or
 Beneficiary Related. The new Direct Debit Classification Type controls the inclusion or exclusion of Direct
 Debits in the Trustee section of the PTA Rec Report. As an example, you would not want a Direct Debit that
 represents a Retention transfer to a beneficiary showing in the Trustee Section of the reconciliation Report.

A new tab has also been added to the Trust Journal Work Centre that allows the bulk classification and correction of old Direct Debits. Operation of these new features is described below.

### Direct Debits of Trustee Type will show on the PTA Reconciliation Report in the Trustee Section

The Below Screenshot shows the Trustee Section of the PTA Reconciliation Report.

- Direct Debits that have been classified as being of "Trustee Type" will show in this section.
- Direct Debits that have been classified as "Beneficiary Type" will now not show in this section.
- Trust Journal Lines of Trustee Type will always show in this section.

Trustee Jrnls and Direct Debits - for Top Ups/Draw	Claimed & Paid	Retention Held	i i
Downs/Fees/Interest	Rec	Rec	
	Transaction		i
Project/Description	Date	Amount	Amount
Project:			i
DR DBT   Bank Fees	2020-10-01	100.00	
DR DBT   Bank Fee Credit amount	2020-10-01	-200.00	
DR DBT   Trustee Top up	2020-11-06	100.00	
Totals (Job)			
Project: PTARA1			
TR JNL   Top Up for March	2001-03-01	9,250.00	
TR JNL   Top Up to Retention Account	2001-04-01	i	1,000.00
TR JNL   remove Top ups and fees	2001-05-01	-9,150.00	
TR JNL   remove Top ups and fees	2001-05-01		-850.00
Totals (Job)		100.00	150.00
Totals (Trustee Top Ups/Draw Down/Fees/Interest)		100.00	150.00

### **Classification of Direct Debits on Entry**

When Entering a Direct Debit, and if either of the GL Accounts selected are set up as Trust accounts by virtue of the fact the accounts are linked to Qualifying projects, then the user will be prompted to complete the Direct Debit Classification Type at the bottom of the screen as shown below.

Options are Beneficiary, Trustee Type, or None is the default for regular Direct Debits.

Direct Debits to Project Trust Accounts or Retention Trust Accounts for **Fees**, **Interest**, **Top-Up's & Draw-Down's should be marked as Trustee Type** and will then show in the Trustee section of your PTA Reconciliation Report.

Direct Debits to Trust Accounts **for the purpose of Beneficiary transfers, payments or receipt corrections should be marked as Beneficiary type**. Note, Trust Journals, via the Trust Journal Work Centre, are preferred for this type of Beneficial Interest movement (with the exception of cash received to the wrong Account.) This Type of Direct Debit will be excluded from the Trustee section of the PTA Reconciliation Report.

Ų	Viewpoint Jobpac Connect <sup>™</sup>		7\$	ST	G - Viewpoint Training	6		
ŵ	Home <	Bank Account Direct Del	bit Entry			ACTIONS	🔊 ок	( ВАСК
★	Favourites	Batch B0306						
0	Recent	<ul> <li>This is a Cash Transfe</li> <li>Bank account to credit</li> </ul>	r? 216049	Q				
≡	Menu	Transaction date	6/11/2023	<b>=</b>				
	direct	Transaction amount	10	0.00				
	Direct Debit Entry	GST code	A0 Q					
	Redirect Form Output	Tax Amount Nett Amount						
		Description	Trustee Top up					
		G/L account to debit	123456	Q				
		Work Id	700					
		Job	Q					
		Cost Centre			0,			
		Resource Code		Q				
		Asset						
		Cost Type		Q				
		Internal Reference						
		Direct Debit Classification	Type for Project	Trust A	Accounting 🔿 Beneficiary 💿 Trustee 🔿 None			

### Classification of Direct Debits via the Trust Journal Work Centre

If you have old Direct Debits that you wish to classify in order to make your PTA Reconciliation Reports look better, then you can use the new tab in the Trust Journal Work Centre. When this tab is first selected, Unclassified Direct debits to Trust accounts in that WorkID will be listed (by default filter.) from there the following options are available.

• As shown in the screenshot below individual records can be marked as either Beneficiary or Trustee Type by Right Click.

Ņ	Viewpoint Jobpac Connect <sup>®</sup>			2\$	STG - V	'iewpoint Tra	aining								
ŵ	Home <	Trust Jou	rnal Work Centre					S ACTI		🕗 ок	e Baci				
$\star$	Favourites	RETE	ETENTION TRANSFERS PAID FROM WRONG ACCOUNT UNPOSTED / JOURNAL ENTRY POSTED JOURNALS DIRECT DEBITS TO TRUST												
0	Recent		rect Debits to Project Trust Accounts and Retention Trust Accounts are shown below. Fees, Interest, Top-Ups, Draw-Downs, etc should be Marked as Trustee Type and will win the Trustee section of your PTA Reconciliation Report. Flag other Direct Debit as Beneficiary Type to action.												
≡	Menu	X	Hide Apply						<b>T</b> xLs	< >					
	trust	Sho	Show Only Unclassified Direct Debits												
	Trust Journal Work Centre	=	2T154401	Contains	From 🛱 From C		Contains Contains		From	From	=				
			2T154401		To 🗐	To	)		То	То					
		Wkid	Account	Account Description	Trans Date	Amount	Description	Internal Reference	Batch No.	Batch Line	Trst Ben				
		700	2T154401	PTA - Tucker Do Not Touch	1/10/2020	100.00	Bank Fees	BFEE01	B0153	1	т				
		700	2T154401	PTA - Tucker Do Not Touch	Select	po-	Bank Fee Credit amount	BFEE	B0153	2	т				
		700	2T154401	PTA - Tucker Do Not Touch	Deselect	po-	test direct debit	TEST	B0286	1	в				
		700	2T154401	PTA - Tucker Do Not Touch	Mark as Beneficiary Related		Testing Direct debit	TEST	B0288	1	в				
					Mark as Trus										

- You can also use the Action options to flag transactions in Bulk. For example you might like to flag all Direct Debits with the description of "Fees" as being of "Trustee Type". In this example you could use the following steps referring to the screenshot below...
  - Use Filters to narrow down your selection (eg enter "Fees" in the Description Filter)
  - Use the Action option to "Select all Filtered" (Selected lines will go Blue)
  - If you have made an error in selections, either use the Action option to "Deselect All Filtered" OR adjust by individually deselect/selecting records by Right click.
  - Then you can use the Action option to "Mark All Selected as Trustee Type" or "Mark All Selected as Beneficiary Type"

ų	Viewpoint Jobpac Connect <sup>™</sup>			24	STG - V	iewpoint Tra	ining							
n	Home <	Trust Jou	rnal Work Centre		🗢 ACTIONS 🕑 OK   G BACK									
*	Favourites Recent	*D	INTION TRANSFERS PAID FROM WRONG ACCOUNT UNPOSTED / JOURNAL ENTRY POSTED JOURNALS DIRECT D Prompt Paid From Wrong Account Paid											
	Menu		w in the Trustee section of your PTA Reconciliation Report. Flag other Direct Debit as Beneficiary Type to action.  Select All Filtered  Deselect All Filtered  Mark All as Trustee Type											
	trust	🗆 Sho	ow Only Unclassified	Mark All as Beneficiary Type										
	Trust Journal Work Centre	=	2T154401 2T154401	Contains	From 🗰	From		Contains	Unposted/N Posted Trus					
		Wkid	Account	Account Description	Trans Date	Amount	Description	Internal F	Download					
		700	2T154401	PTA - Tucker Do Not Touch	1/10/2020	100.00	Bank Fees	BFEE01	B015	53	1 B			
		700	2T154401	PTA - Tucker Do Not Touch	1/10/2020	200.00-	Bank Fee Credit amount	BFEE	B015	53 :	2 В			
		700	2T154401	PTA - Tucker Do Not Touch	16/11/2020	100.00-	test direct debit	TEST	B02	86	1 B			
		700	2T154401	PTA - Tucker Do Not Touch	16/11/2020	100.00-	Testing Direct debit	TEST	B02	88	1 B			

• Note, you can change a classification Type at any time by unchecking the Filter to "Show Only Unclassified..." and then using any of the methods above to adjust the Type of any Line.

### • PTA Reporting Enhancements - Allow Edit of the Report sequence date for Trust Journals

When entering Trust Journals it is possible to enter a **Sequence Date** on the journal line that normally would reflect the physical date of cash Transfer that the Trust Journal Represents. When creating Trust Journals for Retention Transfers from the Trust Journal Work Centre for example, the **paid date** of the transaction that Retention was held on, is used as the **Sequence Date** on the Trust Journal Line that represents the retention transfer to that particular beneficiary. The assumption is made that you are transferring the Retention on same day as Invoice payment from which the retention was held. This Trust Journal **Sequence Date** is used to sequence the transaction on your **Record of Deposits and Withdrawals Report** and is also shown on the PTA Rec Report in the Transaction date column.

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In talking with customers we have found that there is a requirement to be able to edit this Sequence Date, after Journal Posting, if mistakes are made, or fine tuning is required to match physical cash transfer date. In this modification we have **allowed the edit of the Sequence Date on Trust Journals via the Trust Journal Work Centre.** Note, editing this sequence date does not change the transaction date, or the entry date, of the Journal. The enhancement operation is described below...

**NB.** This feature should be used with caution for example if the Trust Journal is for Beneficiary Retention transfer, the Sequence date should always match the physical cash transfer date, otherwise you could cause reconciliation issues, to your bank reconciliation.

• Firstly, note the **Record of Deposits and Withdrawals Report** extract below that shows how the Trust Journal Sequence date controls the position of the transaction in the report.

STG - *SB ABC Constructi	on Division 7	10					
Record of Deposits and V	Vithdrawals -	PTA (F	Produced: 2023-11-08 1	LO.47.45)			
For Account:							
For Project: PTARA1 - Tuckers PTA Tst - Do No	ot Touch						
Between Dates: 0001-01-01 - 2023-11-08							
Summarised to Last Reporting Date:0001-01	-01						
To Payment Date: 2023-11-08							
Record of Deposits and Withdrawals - PTA	ledger(By Job   Ben	eficiary   A	greement   Date)				
	Work					Transaction	
GL Transaction Description	Id	Job	Beneficiary / Principal	Agreement	Trans. No	Date	
Account: 2T154401							
AP CHQ   Cheque No. 1 Drawn 5/01/01	700	PTARA1	AACTEM   ACC TEMP FENCE	PTA06001	Inv : PTA0600101	2001-01-05	
TR JNL   Retention Tfer from PTA to RTA	700	PTARA1	AACTEM   ACC TEMP FENCE	PTA06001	Inv : PTA0600101	2001-01-05	
AP CHQ   EFT No. 116 Drawn 5/01/01	700	PTARA1	ALPLSE   Alliance Plumbing Services P/L	PTA06002	Inv : PTA0600201	2001-01-05	
TR JNL   Retention Tfer from PTA to RTA	700	PTARA1	ALPLSE   Alliance Plumbing Services P/L	PTA06002	Inv : PTA0600201	2001-01-05	
AP CHQ   Cheque No. 2 Drawn 5/01/01	700	PTARA1	BILBRO   Bill Brown Constructions	PTA06003	Inv : PTA0600301	2001-01-05	
TR JNL   Retention Tfer from PTA to RTA	700	PTARA1	BILBRO   Bill Brown Constructions	PTA06003	Inv : PTA0600301	2001-01-05	
AR CSH   Full Payment of Claim 1	700	PTARA1	AUST4265   AUSTIN AUSTRALIA PTY LTD			2001-02-10	
G JNL   Receive Cash to PTA Fix	700					2001-03-01	
TR JNL   Top Up for March	700	PTARA1	TRUSTEE			2001-03-01	
TR JNL   Fix Paid From Wrong Account	700	PTARA1	AACTEM   ACC TEMP FENCE	PTA06001	Inv : FIX-R3	2001-03-01	

• To edit a Trust Journal Sequence date you need to go to the Posted Journals Tab in the Trust Journal Work Centre as shown below, Right click on the Journal you need to change and select Enquiry.

V	Viewpoint Jobpac Connect <sup>™</sup>		⊃¢ 5	STG - View	point T	raining			ŝ			
n	Home <	Trust Journal Work Centre							C ACTIONS	ок 🄇	😑 ВАСК	
$\star$	Favourites	RETENTION TRANSFERS	PAID FRO	M WRONG ACC	OUNT L	JNPOSTED / JOU	JRNAL ENTRY	OSTED JOURNALS DIRE	CT DEBITS TO TRUSTEE	DEBITS TO TRUSTEE		
0	Recent	Hide Apply							<	>	••••	
≡	Menu trust Trust Journal Work Centre	Journal Types 🛛 General	Standing J0001 J9999	Reversing     From From     To	Payroll	Retrospect      JUL40      JUN40	ive Job Trust 1/01/1940 🗐 31/12/2039 🗐	Asset				
	Trust Journal Work Centre	Туре	Batch	Wkid User	/	Period	Date	Debits	Credits		Line 🚌	
		Trust Journal	J3171	Enquiry	RPAV0	SEP20	1/09/2020	100.00	100.00	-	2	
		Trust Journal	J3928	Сору		OCT20	1/10/2020	330.00	330.00		2	
		Trust Journal	J3938	Documents	00	OCT20	1/10/2020	4,160.00	4,160.00	-	6	
		Trust Journal	J3956	Download	ю	OCT20	1/10/2020	215.00	215.00		2	
		Trust Journal	J3957	700 TOCHIN	20	OCT20	1/10/2020	1,935.00	1,935.00		2	

• Then right click and select (or double click) on a line in the Journal to see Line Details as shown below.

ų	Viewpoint Jobpac Connect <sup>™</sup>			⊃¢ 5 <sup>-</sup>	rg - V	iewpc	oint Tra	ining						ŝ		Þ
n	Home <	Genera	l Ledger Enqui	ry								•	ACTIONS	Ø	ок	⊖ васк
★	Favourites															
0	Recent	Batch	h J4192	User TUO	AND0			Work Station	J15#50#44#	Entry Date	29/08/2023					
≡	Menu													TA XLS	<	>
	trust Trust Journal Work Centre	Seq	GL Account	Description	Asset Wkid	Asset Code	Wkie	Cred/Debt	Int Ref.	Job	Cost Code	СТ	Resource			Amoun
		1	2T154401	Paid From Wrong Acc.		_	70	)	PFRWAC							450.00-
		2	201531	Paid From Wrong Acc.	Selec	t	70	)	PFRWAC							450.00

• You will notice the Tran Sequence Date is editable on this screen as shown below. Note also that this sequence date is only editable via the Trust Journal Work Centre and not via standard GL Enquiry.

Viewpoint Jobpac Connect"	STG - Viewpoint Training	a 🛱 🛱
🔒 Home 🗸	General Ledger Enquiry	🗢 actions 🛛 ok   Back
★ Favourites	Batch J4192 User TUCANDO Display J15#50#44#	Entry Date 29/08/2023
C Recent	Line         1         Paid From Wrong Account         Type         TR JNL           Account         2T154401         PTA - Tucker Do Not Touch         Internal Reference         PFRWAC	Time 15.50.44 Tran Date 2/05/2001
≡ Menu	Period OCT20 Cheque	Source
trust Trust journal Work Centre	Amount 450.00- Cost Wkid 700	
	PTA Job PTARA1 Line Type ③ Beneficiary ③ Trustee Creditor/Beneficiary BILBRO Bill Brown Construct SC Order PTA06003 Purchase Order Tran Seq Date 12/05/2001 詞	

• Subcontractor Statements - Trust Account Long Names for NZ Trust Compliance

This enhancement is part one of an enhancement that allows for long description for Bank Name, Account Name, and Branch Name to be stored against your Trust accounts and printed on the Subcontractor Statements for NZ Compliance. We are already working on the Form changes that will complete this mod, and the **part 2 Form changes** will be delivered as a patch shortly after the R4 Release is deployed.

You can begin updating your Trust Account Long Names as required in advance of the form changes, as described below...

• Go to Cash Account Maintenance and right click on the account you wish to update. Select More Details as shown below...

Ų	Viewpoint Jobpac Connect <sup>™</sup>			<b>C</b> \$	STG - *SB AB	C Constructi	on Divisior	710 ר					â	Ħ	
î	Home <	Cash Acc	count Ma	aintenance									TIONS 📀	ок	승 васк
★	Favourites	Т н	ide Aj	oply									Ð	<	>
3	Recent	From	From	From	Contains	Contains	jobpac	From	From	From	Frm	Frm	From	Fm	Frn
=	Menu	То	To	То				То	То	То	То	То	То	То	То
	cash acco	Wkid	Seq	GL Account	GL Account Description	Direct Entry User Name	Remitter	Bank BSB	Bank Account	Bank Name	Chq	EFT	EFT User Id	Oth Pay	Bal Ent 🖽
	Cash Account Maintenance	622		201521	MAIN BANK ACCO	ANZ Main Account	Jobpac	123456 Other Pa	12345678 ayment Method Detail	ANZ			44444	в	
								Delete	,ymene meanoù o eau						
								SFTP De	tails						
								More De	etails						

• Enter your Long names in the fields provided, as shown below, and please let us know if the 100 Characters is not enough.

V	Viewpoint Jobpac Connect <sup>™</sup>	STG - *SB ABC Construction Division 710	a 🛱 🗖
<b>A</b>	Home <	Cash Account Detail Maintenance	🗢 actions 🕑 ok 🤤 back
*	Favourites	Work Id/Seq/Account 622 0000 201521 MAIN BANK ACCOUNT	
3	Recent	Bank/BSB/Bank Account ANZ 123456 12345678	
=	Menu	No Automatic Transfer for Account Include Account in Automatic Bank Reconciliation	
	cash acco	Bank Name AUSTRALIA AND NEW ZEALAND BANK	
	Cash Account Maintenance	Branch Name CITY BRANCH JUST AROUND THE CORNER FROM THE MAIN SQUARE	
		Bank Account Name JOBPAC'S MAIN BANK ACCOUNT FOR TRUST ACCOUNTING	

- Variation Price Submission detail Budget Entry Method with Margin Percentage Markup Variation Client Price Submission Detail has received an uplift to allow entry of Budget and a Margin Percentage markup to calculate Price.
  - In the Waiting Approval Status click on the **Edit Client Price Submission Detail** option as shown below.

Viewpoint Jobpac Connect <sup>®</sup>			STG - *SB	ABC Cor	struction	Division	710			
🔒 Home 🗸	Variation Registe	r						5 <b>&gt; 0</b> ~	TIONS 🕑	ок 승 васк
🛨 Favourites	Job	🖌 🖣 PTARA1	Tuckers PTA Tst - D	o Not Touch		Approval Sta		ot Yet Requested ot Transferred To Job		
S Recent	Variation Numbe Description	variation 3 - Additio	Last Variation 02     Date Provide the Provide th	0006			A	located	1,500	.00
🗮 Menu	Variation Status	○ N		Waiting A	Approval Date	21/08/2023	8 Ur	nallocated	368	.80-
Search for Function	Client Reference	cenerooos	16/07/2023 🗐					ice	1,131.	
	Site Reference	SIREF0003	16/08/2023 📾				Ex	pected Revenue	1,131.	20
Business Forecasting	Client VO Numbe				Туре	Q	Bu	udget	1,131.	
Finance 🕨	Proceed/Quote	Proceed O Qu	uote		Package	Q		argin		.0096
Projects 🔻	Update Job H Edit Client Pr	ice Submission Detail	]←		Reason	Q	Ð	t. of Time	Da	/s
Job Setup & Reports 🕨 🕨	VALUES	IOTIFIED SC PRICE	E APPROVED BUDG	IET AGREE	EMENT RATE	SC APPROV	ALS			
Purchase Orders/Invoices.	K Hide	Apply Clear						CC Item	SC Item	< > ···
Subcontracts 🕨	Show only lin	nes with memo 🛛 🗹 Sh	how Cost Centre Items 🛛 🖉 S	now Subcontrac	ct Items					
Procurement Approvais	From Q	Contains	Contains		From 🕅	=	From	From	1 =	From
					то 🗐		То	Te		То
Variations Variations	Agreement	Subcontractor	Variation Item Des	cription	Date	Sts	Subby's Price	Assd/Apprvd Price	FA	Budge 🖽
Variation Register	PTA06001	ACC Temp Fence	Variation 3 - Addition	onal Fenci	21/08/2023	R	500.00	500.0	N	500.00
Generate VO Documents	PTA06001	ACC TEMP FENCE	Variation 3 - More 9	lignposts	1/11/2023	N			N	1,000.00

• Then check the **Use Budget Entry Method** checkbox should you wish to calculate Price based on a Margin %'age Markup. You will notice as shown below the Margin % and Budget Columns open up for edit capability.

V.	Viewpo	int Jo	obpac Connect <sup>™</sup>	2\$	STG - *SB A	BC Con	struction Div	ision 71	0			
<b>n</b>	Variation F	Register	- Price Submission		🔊 UPDATE VA	RIATION PRICI	COPY FROM	TEMS 🖶	ACTIONS	🕑 ок	G	ВАСК
$\star$	Job PT	rara1	Tuckers PTA Tst - Do Not Touch	Variation02 000	3 Variation 3 - Additi	onal Fencing						
<b>●</b>	Descript	tion V	ariation 3		Z		Margin Percentage	Use Bud; 10.88	get Entry Method C Apply	]		
							•			<	>	•••
	Line	Details			Quantity	Unit	Budget	Margin %	Sell Rate	Р	rice	E\$
	1	Variatio	on 3 - Additional Fencing		10.0000	EACH	500.00	10.88	55.4400	)	55	54.40
	2	Variatio	on 3 - More Signposts		20.0000	EACH	1,000.00	10.88	55.4400		1,10	08.80

 Unchecking the Use Budget Entry Method checkbox will clear the Margin Percentage and Budget fields and allow entry of Price only. A warning confirmation message will appear before values are cleared as shown below.

Variation F	Regist	ter - Price Submission		🔊 UPDATE VA	RIATION PRICE	E 🔗 COPY FROM	ITEMS 🖶	ACTIONS	🕑 ок	🔶 ва
Job PT	ARA1	Tuckers PTA Tst - Do Not To	uch Variation02000	03 Variation 3 - Addit	ional Fencing					
Descript	tion	Variation 3		Z		[	🗌 Use Bud	get Entry Method		
						Margin Percentage	10.88	C Apply		
									<	> ··
Line	Deta	ils		Quantity	Unit	Budget	Margin %	Sell Rate	P	rice
1	Varia	ation 3 - Additional Fencing		10.0000	EACH	500.00	10.88	55.4400		554.4
2	Varia	ation 3 - More Signposts		20.000	EACH	1,000.00	10.88	55.4400		1,108.8
3			Confirm					×		
4										
5			? Warning: Budg	et and Margin % colun	nns will be cle	ared.				
6										
7			Do you wish to	continue?						
8						_				
9							🗸 Yes	X No		
10			CONFIRMUPD01							
11			·							

- You can edit the Margin Percentage at header level and Apply to all lines using the Refresh Icon
- You can edit lines individually and Total Margin Percentage will recalculate automatically
- You can import Price Submission lines from the Variation Items using the Action option, or the new One Click Productivity button, and the Price for each line will be calculated using the Margin Percentage. Note, if Variation line items are imported in this way the Use Budget Entry Method will automatically be turned on.
- Use the new One click Productivity button to Update the Variation Price to be submitted from your calculated price on the submission detail screen

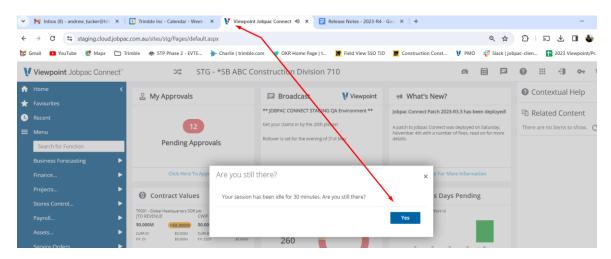
Ų.	Viewpoi	<b>nt</b> Jobpac Connect <sup>™</sup>	24	STG - *SB A	BC Con	struction Div	ision 71/	0		
<b>n</b>	Variation F	egister - Price Submission		🔊 UPDATE VA	RIATION PRICI	E 🔊 COPY FROM	ITEMS	ACTIONS	오 ок 🌀	BACK
*	Job PT.	ARA1 Tuckers PTA Tst - Do Not Touch	Variation02 0003	Variation 3 - Additi	onal Fencing					
•	Descript	ion Variation 3					🗌 Use Bud	get Entry Method		
						Margin Percentage	10.88	C Apply		
									< >	•••
	Line	Details		Quantity	Unit	Budget	Margin %	Sell Rate	Price	EŞ.
	1	Variation 3 - Additional Fencing		10.0000	EACH	500.00	10.88	55.4400	5	54.40
	2	Variation 3 - More Signposts		20.0000	EACH	1,000.00	10.88	55.4400	1,1	08.80
	3									

#### • Idle Timeout Reduced to 30 Minutes

You may have noticed in R3, the introduction of the **"Are you still there?"** message when a session has been idle for 60 mins. In order to comply with strict ATO STP Security protocols for cloud Payroll software providers, the inactivity timeout needs to be set at 30 minutes, which we have done for R4. Features of the Inactivity timeout are as follows...

• At 28 minutes if there has been no activity on ANY of your open sessions of Jobpac you will get a message asking "Are you still there?" on your primary session.

- An alert will sound if your sound is on, and a Red dot browser alert will appear on the session tab as shown below.
- Answering the message with a "Yes" click will reset the inactivity timeout clock on all open sessions.
- Not Answering the message within 2 minutes will log the user out of all open Jobpac sessions



• eInvoicing by PEPPOL Beta - OZEDI Password Management

If you are using our new direct business to business elnvoicing by PEPPOL facility, then there is now an option that enables you to maintain your OZEDI API User Password in Jobpac saving a support call if your password at OZEDI does change for any reason.

Set up the new Menu Option as shown in the screenshot below, with the following settings. We recommend putting the new option under the System Administration  $\rightarrow$  Configure Modules  $\rightarrow$  OZEDI Interface

- Type: P
- Command: APEIMNTP
- Description: PEPPOL Interface Settings

Ņ	Viewpoir	nt Jo	bpa	ac Conr	nect™		C\$	STG - *SB A	ABC Construction	Division 710				
<b>f</b>	Design Mer	nus : M	lainta	in Entries						•	ACTIONS	<b>O</b>	6	BACK
* 0	Menu Cod Menu Nur		J9 984	Release 9 OZEDI Inte		Level 3	Size S							
$\equiv$												<	>	•••
	Ent No	Туре		Opt No	Description			Command	Parameters	:	Security Level			₽.
	1	Р		1	PEPPOL Inter	face Settings		APEIMNTP						
	2													

After taking the menu option you will be presented with the screen below that allows Password Update as well as some configuration related to your PEPPOL Account ID at OZEDI.

vision 7	710	
ACTIONS	🕑 ок	승 васк
		/ision 710 астіонз 🕑 ок

### • eInvoice Edit with combined Posting Feature and new Errors Tab

This next one is useful for anyone using an OCR Interface or PEPPOL Interface where on occasion invalid Invoices will be caught in the elnvoice Edit program for fixing before they can be processed in Jobpac.

Previously the user would need to fix Invoices in Error and then go to another Menu option to Proof and Post the fixed Invoices. Now you can do this all from the same screen. Simply Check the error descriptions on the new ERRORS Tab, Fix, and then use the Action Option to run the Proof and Post report as shown below.

ł	Home <	Edit Electronic	Pending Invoid	es								🕗 ок . 🌀 ва
7	Favourites	INVOICES	ERRORS	◀━━							Upload	-
	Recent	📉 Hide	Apply								Posting Report Show Errors	<b>」</b> 、…
	Menu	From	From						From	From	From	
	Search for Function	99999999	9999999999						999999	99999999	99999999	
	Post pending inv batches	Creditor	Trans No.	Description	Date	Invoice Amount	тс	Tax Amount	Job/Loc	Cost Centre Asset Item#	Order #	lten <sub>E</sub>
	elnvoicing 🔻 🔻	AAA002	TOKI1125	sample	13/08/2020	1,782.00	A3	162.00	A001			
	Prepare Inv for Approval	AAA002	TOKI1126	sample2	13/08/2020	1,782.00	A3	162.00				
		AACTEM	ALL333	ABN=26003769703 Whakapu	1/11/2022	88.00	A1	8.00	G010			
	eInvoice/Proof/Post/Rpt	ACOLOG	R4REGRSS	Testing OCR for R4 Release	20/12/2020	120.00	A1	10.91	CL0001	10103 MS		
	elnvoice Edit	AJLOVE	ABCD	Invoice	29/08/2023	110.00	A1	10.00	DM0001			
	Authorise Pending Invoice	ALLLOC	ABCD	Invoice	29/08/2023	220.00	A1	20.00	FX001			
	Autionse Fending Invoice	ARDLIM	TOKI1125	sample	13/08/2020	1,782.00	A3	162.00	CI001			
	Deletion Reason Code Mnt	ARDVARK	TEG_2_71	Testing OCR R2 2023	12/10/2020	330.00	A1	30.00	CI001			
	Dit'd Pend Inv Retrieval	ARMTEL	OKOCR002	Match PO	10/08/2020	110.00	A5	10.00	CQ702			
	Post Pending Batches	ATADEM	ABC123A	ABN= sample	13/08/2020	1,782.00	A3	162.00	CI001			
	AP Enquiry											
	elnvoice Batch Report											
	Creditors Enquiry											

### • Invoice Approvals Enhancements - New Tab with Costing Info

Taking on feedback from our customers Invoice Approvals, where the approving of individual Invoices method is used, we have enhanced to streamline by adding a new Tab to show Costing Information.

New Features include...

- A New tab has been added called Invoices with Costing.
- A Parameter to set the Invoices with Costing as the default Approvals tab on first entry.
- Costing information for the first line on the Invoice will be shown against each Invoice.
- If there are lines with a variety of coding on the same invoice, the Costing info will show in Blue.
- Single left click on any Invoice line will show the related content including Invoice, PO & Deliveries.
- One click productivity Icons for Approve/Send Email, Approve/No Email, Reject have been added.
- Coloured tags have been added to represent approval status, with Legend.

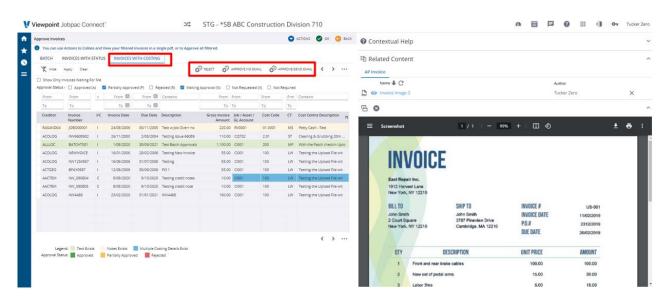
You can activate the new tab as being your default, if you like it, using the System Parameter as described below. Note well however, you do need to be already using the Individual Invoice Approval setup and not the Batch Approval process for this mod to be effective for you. This Parameter is safe to activate provided it suits your workflow to have that tab shown as the primary tab for all users.

- Activated via the system parameter APPINV/position 16
  - Default Tab in Invoice Approvals (B,I,C) = 'C'

To understand how this new workflow can streamline your Invoice approval operations, reference the Screenshot below as you step through this workflow.

- 1. On entry to the screen only the invoices waiting for your approval will be shown.
- 2. Single left click on the first filtered invoice in the list and the attached Invoice automatically shown in full on the right hand side.
- 3. You might like to fold away the LHS Menu pane if working on a smaller screen using the left chevron.
- 4. You can review other attached documents if they exist like the PO or Delivery Dockets.
- 5. If the Costing info is in blue you can review the additional line information using Right click or Double click to show the Invoice Details.
- 6. Simply click the One Click productivity Icon to Approve or Reject the currently selected invoice.

We plan to discuss with customers and possibly introduce some auto selection and advance options to even further reduce clicks in the process.



### • Refresh Button in the Related Content

A new Refresh button has been added to the Related Content area. This has been introduced in particular for the fairly new Automatic Upload of Jobpac Forms to Related Content feature, that went out in R3. ie with that new feature enabled, when a Subcontract Claim Form is emailed or sent for approval, it can now be uploaded automatically to Related Content for that particular Claim Context. The new Refresh button can be used to refresh the related content area, if the Automatic upload is not yet visible.

Viewpoint Jobpac Conn	ect" STG - *SB ABC Construction Division 71	0		III 🕄 Ov Tucki
Home	Subcontract Payment Authorisation	🖶 ≽ 📄 😋 actions 🔮 ok 😋 back	Contextual Help	
Favourites	Job PTARAT Q. Tuckers PTA Tst - Do Not Touch			
Recent	Subcontractor AACTEM Q. ACC TEMP FENCE		唱 Related Content	
Receilte	Agreement PTA06001 Q. Site Fencing Claim Number P 3	Retention Cash RCTI Y SOP Y		
Prepare S/C Payment			All AP Invoice SC Claim Creditor SC Agreement	
Approve Invoices			Name & C	Author
			🖾 💿 Add Folder	Swatik Panda
Prepare Inv for Approval			Chrome_Upload	Swatik Panda

• New Message When Completing a Subcontract Claim

Issue a message to the User after Finishing a Subcontract Claim when the automatic update of the JOM forms to the Related Content feature is active, and the user takes the action to email, or send for approval, when completing the subcontract claim. An Information message will be issued about remind the user that they may need to Refresh the Related Content if the new version has not appeared yet.

Subcor	ntract Payment Authorisation	×
6	New forms are automatically generating and will be added to Related Content.	
-	Previous versions will be replaced if they exist.	
	This process could take up to a few minutes.	
	You can use the Refresh button in the Related Content to check if the updates have completed.	
GENMSG	WIN01	ОК

• Protect Control Accounts and GL Change Audit

We have introduced some more control and messaging if a user is changing GL Bank Account details such as a Control account setting for example. This will hopefully prevent some situations where GL account settings are accidentally changed leading to possible reconciliation issues. Audit over GL account setting changes has also been introduced.

As a reminder, it is worth knowing, that through Menu Design you can restrict access to GL account maintenance to only the users that need to have access.

The following warnings have been introduced.

- For the **Control Account setting**, if changing from a non blank value to a different or blank value, a warning is shown as below.
  - "Warning: Changing or removing an Account's Control Account Setting may allow unwanted types of transactions to be posted to the account. This may cause Integrity issues if care is not taken. Are you sure you want to change this value? Click Yes to proceed or No to go back."
  - This type of change is now messaged, and audited, in both GL account Maint and COA Maint.
- A new warning is now also shown on changing the **GL Account Allocation** (ie Group, Profit Centre, Reporting Unit/Sub Unit), from any value, blank or otherwise, to a different value.
  - "Warning: Changing an Account's Reporting or Group Allocation will not change historical periods in your Business Forecasting Module. Should you wish to change historical data you may require Support. Are you sure you want to change this value? Click Yes to proceed or No to go back."
  - This type of change is now messaged, and audited, in the GL account Maint program.
- Other changed account values that are now audited on the GL Account Maintenance program, but not messaged with a warning, include Record Type, Name, Forecast, and all budget values
- Other changed account values that are now audited on the COA Maintenance program, but not messaged with a warning, include Type, Rec Type, Stat only

### Viewpoint Jobpac Connect™

### • New Front Screen for Debtor Maintenance

In this Release we have updated the Debtor Maintenance front screen to add consistency in our approach to Master file maintenance and save you clicks. Like Creditor Maintenance, now too with Debtor Maintenance, on first entry the user will be presented with a filterable list of Debtors. Double click a Debtor record to Maintain. Action options exist as previously available, and all other functionality in Debtor Maintenance remains unchanged. Note you can use the Blue Plus Icon to add a new debtor as shown below.

Home	< Debtor Mainter	nance			S ACTION	s 🕑 ок	G BAC
Favourites	📉 Hide	Apply				🕀 <	> …
Recent	From	Q Contains	Contains	Contains	Contains	Contains	5
Menu	То	Q,					
	Debtor	Debtor Name	ACN	Address	Suburb	Post Cor	de B
Search for Function	ABCCOR01	ABC Group - Corporate Services	11 123 456 789	123 Smith st TESTING	Sydney		
Business Forecasting	ABIG4391	ACME CONTRACTORS Imtd: with e	ex 12 344 564 999	PO BOX 195 ABCDEFGHIJKLMNOPQR	SMITHTOWN NSW	2073	
- -	ABIG4395	ABIGROUP CONTRACTORS PTY LT	D	P O BOX 21 ABCDEFGHIJKLMNOPQRS	HOMEBUSH NSW	2146	
Finance	ABIG5317	ABIGROUP CONTRACTORS PTY LT	D 0				
Accounts Payable	ABLE6617	ABLE INDUSTRIAL FLOOR COATING	GS	2/5 KEAMEY STREET	BAYSWATER	3153	
Accounts Receivable	ABLE666	New Debtor					
	ADAM4689	ADAMCO CONSTRUCTIONS	0	LEVEL 11/350 COLLINS ST	MELBOURNE	3000	
Maintain Debtors	ADAS6305	AD ASTRA STONE PTY LTD	29 629 794 449	24 PLIMSOLL GROVE	FAIRFIELD	3078	
Delete Debtor	AD23	ADDD Debtor test		ccc			
	AKZO6215	AKZO NOBEL PTY LTD	0	P O BOX 6624	SILVERWATER NSW	1811	
Progress Claims/Invoices	AKZO6233	AKZO NOBEL PTY LTD	0	P O BOX 6624	SILVERWATER NSW	1811	
Print Invoices/Claims	ALLG0025	ALLGOOD INTERIORS		306-308 BOUNDARY ROAD	DINGLEY		
	ALLO2092	ALLOM LOVELL & ASSOCIATES PTY	Y 20 005 803 494	35 LT BOURKE STREET	MELBOURNE VIC	3000	
Receipts	ANNSNE	Annie Snell Design	11 222 333 435	Suite 1302B	Sydney NSW	2000	
General Credits	ANSE6431	ANSETT PROPERTY SERVICES		501 SWANSTON STREET	MELBOURNE VIC	3000	
Debtors Enquiry	APIS5759	A P I SECURITIES	0	FREDERICK STREET	ST LEONARDS NSW	2065	
Debtors Enquiry	APMO3182	A P MORLING PTY LTD	88 004 320 209	305 DANDENONG VALLEY HIGHWAY	DANDENONG SOUTH VIC	3175	
Reports	APNL5928	APN LTD	0	LVL 32 / 101 COLLINS STREET	MELBOURNE VIC	3000	

### • Enhancements to the Creditor Scan

We have upgraded the Creditor Scan in R4 to reduce clicks and add intuitiveness. The following changes have been made to the Creditor scan as shown below.

- Combined Creditor Code and Creditor Name on the one screen
- Added a Creditor Type column
- Added new search filters on Creditor Type, Suburb and above each column
- Added checkbox Filters to **show Subcontractors, Consultants, Others.**
- Added a Clear filters option

Scan Creditor							
Y Apply Clear						<	>
Subcontractors	🗹 Co	nsultants 🗹 Others					
From	Frm	Contains	Contains	Contains	Active	Contains	
То	То				Inactive		
Creditor	Wid	Name	Туре	Suburb	Sts	ACN	EQ
oktest01	700	OK Test Creditor	BPAY		А		
Andererd	700	Testing Issue 224692	CONCRETER		А		
Andjhjd	700	Testing's Issue 224692	CONCRETER		А		
AAA001	700	test 105952	CREDIT		А		
AAA002	700	test	CONCRETER		А	12 345 678 910	
AACTEM	700	ACC TEMP FENCE	BPAY	Rosebery	А	12 345 678 910	
AACTEM68	700		BPAY		A	88 555 333 777	

### • New PEPPOL Checkbox in Prepare Invoices for Approval

A new filter checkbox to '**Show Peppol elnvoices Only**' has been added to the Prepare Invoices for Approval screen. This will allow easy selection of the electronic Invoices that have come through by PEPPOL for more organised Invoice Coding workflow.

Ų	Viewpoint Jobpac Connect	TM				⊃¢ ST	G - *SB ABC Co	onst	ruction D	Division 71	0						
n	Home	< Prep	pare Invoices	for Approval -	New B	atch						>			ОК	ę	васк
$\star$	Favourites	Au	uthorising Job	CI001	c	lhami's Job											
	PTA Webinar		INVOICE	PO RAISED BY	DA	ATES PROJEC	T MANAGER / JOB										
	Deliveries		Hide	Apply											<	>	
	Approve Invoices	~	Scanned Inv	oices 🗌 No	t Scann	ed Include	O Subcontractors (	) Sup	pliers 💿 Both	n	🗆 SI	now Peppol elnvoi	ces Only				
	Orders		From	From	=	From 🗐		=	From	From	Fri	From		=	=	=	=
	olders		То	То		To 🗐			То	То	То	То	To 🗐				
	Invoices	2	Creditor	Invoice No	IC	Invoice Date	Description	Тур	Order No	Gross Amt	тс	Tax Amt	Due Date	PM	Тр	н	Sts 🖽
	Prepare Inv for Approval		AACTEM	INV_20061	I.	20/06/2020	testing	S	CI006010	100.00	AO		21/08/2020	в	Y	R	
	and the second se		AACTEM	INV_22081	1	22/10/2020	Docket Matching	Ρ	CI000037	100.00	AO		30/11/2020	в	Y	R	W
	Approve Invoices		AACTEM	INV_30081	с	3/08/2020	test			100.00	A1	9.09	5/10/2020	в	Y	R	
î	Remove		AACTEM	INVKP_0211	1	2/09/2022	KP Inv 1	P	CI000033	300.00	A1	27.27	17/10/2022	в	Y	R	
			AACTEM	INVOICE111	1	17/08/2006	PLAN PRINTING PAPER	P	CN000003	76.00	A1	6.91	1/10/2006	в	Y	R	
0	Recent		AACTEM	KPINV_2112	1	2/09/2022	KP INV 2	s	CI006052	350.00	A1	31.82	15/11/2022	в	Y	R	
	Prepare Inv for Approval		AACTEM	MES123	1	25/08/2020	Testing Message	s	CI006032	100.00	A1	9.09	30/09/2020	в	Y	R	
			ΔΔCTEM	NIL SC12	1	22/08/2020	Test SC Claims NII	5	CI006031	55.00	Δ1	5.00	30/09/2020	R	v	R	

### • PO Amendments - New tab and tab name change

A few small changes to PO Entry including...

- The "Item Summary" Tab name has been changed to "Header/Summary View"
- A new tab has been added to show Item Approval Details. This view previously existed by an Action option but is now a distinct one click tab on the screen as shown below.
- Supplier Contact scan has been Fixed.

V	Viewpoint Jobpac Connect <sup>™</sup>		23	STG - *S	B ABC Cons	truction Divi	sion 710					
î	Home <	Enquiry Order N	laintenance					ē >		s 🕑 or	k ( <del>)</del>	BACK
*	Favourites	Supplier		Logic Consultancy								
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	Finance >	Supplier Email Payment Terms	swatik_panda@trimble.			$\sim$		State Postcode/Country	NSW 2216			-
	Projects 🔻	Product/Service						Delivery Contact	BEN SPENCE			
	Job Setup & Reports 🕨	Special Instruct	ions	anting	0	tion Date	( ()	Delivery Phone	02 4356 677	5		
	Purchase Orders/Invoices.	Estimate Or			in Taxable Payments		iii					
	Enter Requisition	Order Totals			1,400.00	1,540.00						
	Enter/Maintain P/Order	HEADER/SU	MMARY VIEW APPROVA	ALS ITEM LIST VI	EW COSTING	VALUES						
	Delete Single P/Order		No. to Add or Edit, 3 to auto generate	Choose Cost	Allocation Method if	Adding 🖲 Job 🔿	GL Account	O Asset	then hit Enter	or click Add	here	
	PO/Docket Completion									î <b>∢</b>	<u>،</u> ،	••
	Delivery Dockets >	Item De	scription	Quantity	Nett Item Value AUD	Gross Item Value AUD	TC Wkid	Allocation Allo Job Cen	cation Cost tre	Est F	Resource	EQ.
	Purchase Order Enquiry	1 te	st description	1.0000	100.00	110.00	A1 710	RV0001 01.0	0001 /MS	No		
	PO/Invoice Reports 🕨	2 te	st description	1.0000	1,300.00	1,430.00	A5 700	A00002 11		No		
	PO Maint w/ FV Orders											
	Enter PO											
	Cost Pending Invoices											
	Cost Pend Invoices - ALL									<	> ·	••

### • Expert/Benchmark Uploads to Run in Batch

The 2 Expert/Benchmark Uploads (Original Work Items and Variations) have been changed to now run in batch in the background. This was done to cater for large uploads that timed out after the running time exceeded the idle timeout settings for Jobpac Connect (it will be reduced from 60 mins to 30 mins in this release). The progress will be emailed to the user to keep track of the upload.

#### • More useful Message when PO is in use

Previously during Invoice preparation if an Invoice has a PO attached and a user tried to work on that Invoice while another user was editing another Invoice attached to the same PO, then the previous error message did not help the user find the other invoice in question. This enhancement goes some way to helping you track down the culprit invoice by detailing the Authorising Job/Location and other Creditor/Invoice details. The new improved error message can be seen below with new details highlighted.

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★	Favourites		Authorising Jo	b CI001		Chami's Job											
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			From	From	=	From 🛅	Contains	=	From	From	Fri	From	From 🛗	=	=	=	=
	Orders		То	То		To 🗐			То	To	То	То	To 🗐				
	Invoices	•	Creditor	Invoice No	IC	Invoice Date	Description	Тур	Order No	Gross Amt	тс	Tax Amt	Due Date	PM	Тр	н	Sts EQ
	Prepare Inv for Approval		AAA002	INVABN2809	1	7/09/2022	DUP inv HP check			50.00	A1	4.55	31/10/2022	Е	Ν	R	
			AACTEM	CI001-0 Pr	pare	Invoices for App	oroval - New Bato	h					× 1/08/2020	в	Y	R	
	Approve Invoices		AACTEM	GSW04								1	1/11/2023	в	Y	R	
î	Remove		AACTEM	INV_KC	3		ently in use and link ising Job/Location: C		editor/Invoice:	AACTEM_I_INV_KC	01		1/12/2023	в	Y	R	
			AACTEM	INV_KC			igainst this Order, yo		to process the	other pending Invo	ice first,		5/12/2023	в	Y	R	w
U	Recent		AACTEM	INV_KC		or delink the Orde	er from the other pe	nding invoi	ce.				1/11/2023	в	N	R	
	Menu		AACTEM	INV_060									1/10/2020	в	Y	R	
			AACTEM	INV_060								🖌 ОК	1/10/2020	в	Y	R	
	Search for Function		AACTEM	INV 105	W.J.GYW		rest without patch		C1000020	200.00			3/07/2020	в	v	R	

### • Direct Debits and trust Journals in Bank Reconciliation

You will note that both Direct Debits and Trust journals now show in the Bank Reconciliation as additional record types. At this stage these record types will always show as presented and can not be flagged as unpresented. This change has been made for visibility and in preparation for upcoming work in relation to the Automation of EFT bank Transfers from Trust journals. As these transaction types are always shown as presented this should not materially affect your bank reconciliation process.

Ų	Viewpoint Jobpac Connect"		2¢	STG -	*SB ABC	Construction Divisior	710 ו				4	<b>M</b>	1	Þ
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	Upload Bank Rec	Туре	Bank Account	Trans Date	Trans Number	Supplier Name	Amount	Present Date	Direct Entry No	Batch No.	Pres	Unpres	Held	Sent 🚌
		в	101521	14/11/2020	173	ACT Geotechnical Engineers Pty	660.00		24	P1516	E		п	Π.
		в	101521	4/11/2020	172	Acoustic Logic Consultancy	373.90		23	P1456	E		п	Π.
		в	101521	9/10/2020	185	ACC Temp Fence	95.00			P1944	E		П	Π.

### • Auto fold away menus on Related Content eyeball click - Removed

In a recent release we introduced a feature that automatically folded away the menu pane when an eyeball was clicked to show a Related Content document. This feature has been removed in this R4 with users expressing they preferred to control their screen positioning themselves. You can of course still fold away your menu pane using the chevron on the top of the menu pane as shown below. We wil continue to consult and listen to our customers on this and if we find that the feature is missed then we can think about adding it back as a user by user based setting.

Viewpoint Jobpac Connect <sup>™</sup>	-								
Home <	Contract Valuatio	n Maintenance - S	ummary				🖶 😒 ACTIONS	s 🕑 ок 🌀 васк	② Contextual Help
Favourites	As at AUG22	4 4 4 4							
Recent	Job RV0001	Q (4 4 ) M	AVOCA BEACH BOWL	ING CLUB TESTI					Related Content
Menu	ORIGINAL CO	NTRACT VALUE	FORECAST MOVE	VENT YEAR TO DA	ATE WORK IN HAND	CONTINGENCY			Job
Search for Function		Orig Cont Vi	ract Con	rrent In Si tract Posi 'alue Last Pe	ition Position	In Stage Position Project To Date	Completion Forecast This Period	Completion Forecast Last Period	Name I C
Business Forecasting	Gross Revenu	e 507,720	0.00 507,72	0.00 291,62	1.14 0.00	291,621.14	507,720.00	507,720.00	Steel Structure
Contract Valuation	Turnover	507,720	0.00 507,72	0.00 201.58	1.77 0.00	201,581.77	507,720.00	507,720.00	Bridge Structure
Unsecured Works	Costs	486,132	486,13	2.95 350,55	1.86 0.00	350,551.86	656,690.09	656,690.09	Steel Structure v2
	Gross Margin	21,587	7.05 21,58	7.05 148,970	0.09- 0.00	148,970.09-	148,970.09-	148,970.09-	<ul> <li>Steel Structure v3</li> <li>Steel Structure V4</li> </ul>
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Trading Summary 🕨	Margin Variar	ice					170,557.14-	170,557.14-	<b>6 8</b>
Reporting 🕨									1/2   - +   \$
Consolidated Reports >	Project	Contract Award	13/06/2005	Completion Target	31/08/2021 🛗	Completion %	Analysis As at 31/10/20	23	
Prepare Inv for Appr	Dates	Commence	1/07/2005 📖	Work in Hand	1/10/2022 🖽	L	ast Period Movement	To Date	19/2018
BFM Utilities		Completion	30/09/2005 📰	Cash Flow	1/10/2022 🛗	Time (Cont)	999.99	999.99	U.S. Customs and
	General Information	, ,	KEMP WP			Time	999.99	999.99	Border Protection
UDFs Unsecured Project	mormation	Project Type	N Q % Cost Com	pletion		Revenue	57.43	57.43	AUTHORIZATION APPROVED
Finance >		Lock Job     Group Code	CW GENE	RAL CONTRACTING	Open for Next Month PM	COSIS	53.38	53.38	Your travel authorization has been approved and you are aut does not guarantee admission to the United States; a Custon determination.
Projects >		Reporting Unit				Margin	100.00	100.00	If necessary, you can update the following information on an address. To access your travel authorization, you will be required to change any other information on the form, you

#### • Allow BI Password to be Reset for SSO Users

It is under some edge case scenarios necessary to be able to reset the BI password for SSO users from the Viewpoint One ID password. A button to facilitate this has been added to the Customise Widget Dashboard screen as shown below. This is only available when logged in via SSO. Note, it is expected that further refinement will be carried out to remove the need for this altogether in subsequent releases. It will be rare for a user to need this but you may be instructed to use it by support in those situations that require it.

	⊃⊄ STG -	*SB ABC Construction Divis	sion 710	_	
ustomise Your Dashboa	rd		RESET BI PASSWOR	RD 🖸 ACTIONS 🥥 OK	🕝 вас
		idgets section in the order you wish to see I can not be moved. Click OK to save and i			
elected Widgets			Available Widgets F	or Your Role	
3 My Approvals	⊯ Broadcast ¥Vew	epoint yet What's New?	🖾 Bills	() Invalces	*
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6	-para constituent prover	<ul> <li>Related by Constitution Constitution</li> <li>Related Relation (Section Constitution of Relations)</li> <li>Related Relation (Section Constitution of Relations)</li> <li>Relation (SEC Exciting) or again</li> </ul>	The family by Little American Sciences Sciences Sciences Sciences	frate in Thomas Physics STREET	
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After clicking on this button the user will be required to change their BI Password on the screen as below.

Change BI Password		×
User profile	STGBEAGLE0	
New password		©
New password (to verify)		
	Password Criteria	
	Password must be at least 10 characters long	
	Password must contain a number	
	Password must contain lowercase and uppercase letters Pasword must contain a special character	
	Reset BI Password	
CHGPWD_BI		5e

### **Suggestion Box & Other Enhancements**

#### • Speed Up the New AP Enquiry

In some of the modes for this enquiry, the load times were poor. Changes have been made to greatly improve the speed of the enquiry for all modes. This will be most noticeable in the Site mode. We are keen to investigate any other load speed issues in the New AP Enquiry should you find any please let us know and describe the sequence of selections that is taking a long time.

### • Check for Prior Period/Year When Entering AP Invoices

A Confirmation / Warning will now come up if an Invoice is dated in the previous financial year or specified number of periods while Registering an Invoice or Entering through Pre Approved Invoice Entry. This will minimise errors in processing of invoice data by the AP team. Note it is possible and legitimate to backdate AP Invoices but often it is done in error. eg. Many times invoices are dated 2022 instead of 2023 by accident which frequently occurs around year end and a new calendar year.

You can control the number of periods backwards that will be allowed before the new warning message is triggered using the new system parameter as follows. It is safe to set up if you would like this control, noting that if the parameter is not set up the warning message will default to ON for any backdated Invoice.

• DATCHK - It is a numeric parameter (eg. 1 allows one period back, 2 allows 2 periods back...etc.)

Confir	m		×
?	Warning! You have entered an invoice date that is for a prior month or financia Click Yes to continue or No to cancel.	ıl year.	
CONFIRM	IUPD01	✓ Yes	X No

• Creation of a Zero Value AP Invoice for a Zero Value Subcontract Payment

In the case where Subcontract claims are valued and posted at Zero value, previously this would not create an AP Invoice and hence the claim would be difficult to track in AP Enquiry. Activating the System Parameter as described below you can activate the creation of a Zero value AP invoice for this type of transaction.

- Activated via the system parameter SAPOST/position 2
  - 'Y' Create a zero value AP Invoice for zero value SC claims
- The invoice will be excluded from Payment selections and Payment runs.
- The Invoice will be visible as a zero value invoice in the AP Enquiry with all the SC claim documents.

#### NB: it is advised you test the activation and full workflow in a test environment before activating Live

V	Viewpoir	<b>nt</b> Jobp	ac Connect <sup>®</sup> 그⊄	STG -	*SB A	BC Construction Division 71	0		
f	System Para	ameter Ma	intenance - Details				ACTIONS	📀 ок	🔶 ВАСК
*	Parm Code	SAPOST	Subcontract Posting Parameters		Work Id	710 STG - *SB ABC Construction Division 710			
X	Parm Value	Y			Туре	*ALPHA			
0				_				<	<b>、</b> …
≡	Field#	Туре	Description	Str	Len	Alphanumeric	Number		E\$
	01	*ALPHA	Enable edit of payment due date in SC posting screer	i 1	1				
	02	*ALPHA	Create a zero value AP Invoice for zero value SC claim	ıs 2	1	Y			

#### • Fully Filtered ETS User Maintenance

We have added filters to all columns on ETS user maintenance and a User Name column, by request, and also took the opportunity to show extra rows on the page

	Viewpoint Jobpac Connect"		D¢	STG - 3	SB ABC Co	onstruction Divis	sion 710								
f	Home K	ETS User Maintenan	ce									TIONS	•	к 🧲	ВАСК
*	Favourites	🗙 Hide Apply										•	€ <	>	•••
Q	Recent	From	Contains		From	Contains		-	-	Frm	Frm	Frm	Frm	Frm	Frm
=	Menu	То			То			_	_	То	То	То	То	То	То
	new ETs	User	User Name		Employee No.	Employee Name		LM	AT	Sec Lvl	MS	A/C	Prj	Sys	Otl 🖽
	New ETS User Maintenance							Ν	Ν	9	J9	100	200	300	400
	New ETS User Maintenace							Y	Y	9	J9	100	200	300	400
								Y	Y	9	J9	100	200	300	400
								Y	N	9	J9	100	200	300	400
								Y	Y	9	J9	100	200	300	400

#### • Automatically remove terminated employees from ETS Work Group

Previously, when an employee was terminated, there was a manual step to removed the Employee from their ETS Work Group. The change will save you time by automatically removing Employees from their ETS Work Group. This enhancement is automatically switched on with no setup required.

#### • Additional Filters in the eTimesheet Approval Screen

Also in the Employee Timesheet Module, full filtering has been added to the eTimesheet Approval screen including filter by...

- Start and Finish Employee Code
- Start and Finish Hours Entered
- Start and Finish Hours Posted
- Line Manager
- Timesheet Status

ų	Viewpoint Jobpac Connect"		7\$	STG - *S	B ABC Const	ruction Div	ision 710			
n	Home <	Timesheet Ap	proval						🕑 ок	😝 васк
$\star$	Favourites	Week Ending	Date 12th of November 2023	▲ ► A	ssumed Authority	WALGAR0				
0	Recent	📉 Hide	Apply						<	> …
≡	Menu	From To	Contains		From	From	Entry in Progress	Contains		
	E-Timesheet Entry						Approved by Manager			
	E-Timesheet Approval	Employee 140	Name		Hours O	Posted	Status *:Missing	Line Manager		C\$
	E-Timesheet Entry	140			8.00		05 Oct 2014			
	E-Timesheet Approval	150					*:Missing			
	E-Timesheets (EBA)	00007					*:Missing			
		00007			35.00		21 Sep 2007			

#### • NZ Payroll Enhancements - Allow Payday filings from prior year.

Previously, all payruns must be submitted to Payday filing before you roll into next financial year. If they are not submitted before YE rollover, then those unsubmitted payruns would not be shown on the Payday filing screen, and users would not be able to extract the Payday filing file. With this change in place, unsubmitted previous year payruns will be available to extract.

• Excel Output Option on the List of Potential Duplicate Invoices Report

Jobpac is coded to prevent the entry of duplicate invoices but there are situations where it is possible to accidentally add a duplicate invoice. For example if an Invoice is entered under two similar creditor codes by accident. The List of Potential Duplicate Invoice Report can identify possible anomalies of this nature. An Excel output option has now been added to the List of Potential Duplicate Invoices Report. The format has been developed to exactly match the PDF output.

### • Check for Duplicate AP Invoices for Parent Creditors

When Invoices are entered into Jobpac, a duplicate Invoice number check against Invoice numbers within the same Parent Creditor group, and/or with other creditors with the same ABN, is now carried out. We have provided options for either mandatory block (i.e., cannot progress), or a soft check (warning only). You can add this control by System Parameter as below.

- Activated via the system parameter APICHK
  - Position 2 = 'Y' Check for duplicate invoice numbers within the Parent Creditor Group
  - Position 3 = 'Y' Warning Check only for check within the Parent Creditor Group. N or blank means hard block (user cannot progress)
  - Position 4 = 'Y' Check for duplicate invoice numbers within Creditors with same ABN/GST
  - Position 5 = 'Y' Warning Check only for check within Creditors with the same ABN/GST Number. N or blank means hard block (User cannot progress)

**Note:** This parameter is safe to activate Live, but you may wish to schedule running the List of Potential Duplicate Invoices Report at intervals for additional peace of mind.

#### • Enhancements to the PO by GL Account Report

Changes have been made to the PO by GL Account Report to...

- 1. Include all the full extended descriptions.
- 2. Include Order Date and Order Entry Date (for the item)

### • Download of Posted Journals in Ready to Upload Format

A new download by right click is available for Posted Journal Batches. This will allow the Posted Journals Batches to be downloaded, amended, and then used to upload into a new journal batch.

Simply Right Click on any Posted Journal and select the Download option. The download file will be in a format that is consistent with the upload template to allow the same file to be used for the upload.

ų	Viewpoint Jobpac Connect"		24	\$ STO	G - *SB AB	C Constru	uction Division 710	)		
n	Home <	Journal Entry						C	ACTIONS 📀 OK	с \ominus васк
$\star$	Favourites	UNPOSTED / JOURNAL E	NTRY POS	STED JOURNA	ALS					
0	Recent	Hide Apply							<	>
≡	Menu	Journal Types 🛃 General	Standing	🗹 Reversi	ng 🗹 Payroll	Retrospect	tive Job 🗹 Trust 🗹 Asset			
	Search for Function		J0001	Fron Fro	m	JUL40	1/01/1940 🗐			
	Search for Function		J9999	Το Το		JUN40	31/12/2039 🗐			
	Enter General Journals	Туре	Batch	Wkid Use	r	Period	Date	Debits	Credits	Line 🖽
	Enter Job Journals	General Journal	J5482	710 STG	MURPAV0	JUN22	1/05/2022	10.00	10.00-	4
	Enter job journals	General Journal	J5484	710 ST	MURPAV0	JUN22	1/06/2022	10.00	10.00-	4
	Enter Gen Jrnl with GST	General Journal	J5485	710 S	Enquiry	JUN22	1/06/2022	2.00	2.00-	4
	Pending Invoices Rev Jrnl	General Journal	J5486	710 S	Сору	JUN22	1/06/2022	10.00	10.00-	4
	<u> </u>	General Journal	J5487	710 S	Documents	JUN22	1/06/2022	10.00	10.00-	4
	Trust Journal Work Centre	General Journal	J5484	710 S	Download	JUL22	1/06/2022	10.00	10.00-	4
	Sundry Payments 🕨 🕨	General Journal	J5485	710 STG	MURPAV0	JUL22	1/06/2022	2.00	2.00-	4
	Enquirios	General Journal	J5486	710 STG	MURPAVO	JUL22	1/06/2022	10.00	10.00-	4

#### • Filter by Job in AR Transaction Maintenance

A new filter by Job has been added to the AR Transaction Maintenance screen as shown below. Click on the Job tab and then use the From and To Job Filters as desired.

ų	Viewpoint Jobpac Connect"				⊃\$	STG - *	SB ABO	Construc	tion Divis	sion 71	0				
A	Home <	Accounts Receiva	able Tra	nsaction	Maintenance							C	АСТ		Ӯ ОК 🌔 ВАСК
*	Favourites	Batch D6259					_								
0	Recent	CURRENT AM	OUNT	OU	TSTANDING	TAX JOB	LAST U	JSER UPDATE	FOLLOW UP	NOTES					
=	Menu	📉 Hide	Apply	Clear											< > …
	Search for Function	Status 🗹 Inve	oice 🗹	Credit r		certified Progres		Unposted/U	-		Payment			Applied	
	Accounts Receivable 🔻	Contains	/		Contains		From To	1/01/1940 🗐 31/12/203 🗐	31/12/205		Q Contains	Frm	Frn To		From
	Maintain Debtors	Trappaction	I/C	Wk [	Description		Period	Trans Date	Due Date	Job	Job Name	СМ	PM	CA	Current Amoun
	Delete Debtor	123456G	1	710	Testing		FEB06	25/11/2005	15/01/2006	RV0001	AVOCA BEACH BO	FW	кw	TY	55.00
	Progress Claims/Invoices	123456H	1	710	Testing		FEB06	24/11/2005	15/01/2006	RV0001	AVOCA BEACH BO	FW	KW	TY	55.00
		1234561	1	710	Testing		FEB06	24/11/2005	15/01/2006	RV0001	AVOCA BEACH BO	FW	KW	TY	55.00

### • Second User Definable Field in Maintain GL Chart Of Accounts

A Second User Definable Field has been added to GL Account Maintenance. This field is activated by System Parameter, can be named on screen as you like, and will be available only in the GL Account Listing API initially. It is also possible to upload this new field to allow setup. The parameter is safe to set up but we do recommend you seek assistance should you wish to populate on mass via upload and you have not used the upload before.

- Available in GL Account Upload (COAMNTUPL) last column
- Available in the GLAccountListing API field UserDefinedField2

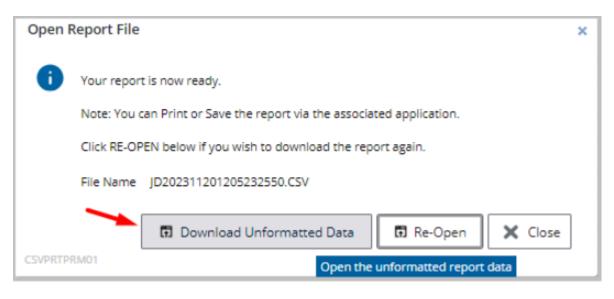
Set up ...

- Controlled via the system parameter GLUDF2
  - Position 1 = 'Y' Activate User Defined Field 2
  - Position 2 = 'Y' User Defined Field 2 Is Mandatory
  - Position 3-17 User Defined Field 2 Name

	Viewpoint Jobpac Connect <sup>™</sup>		⊃\$ STG - *SB AE	Construction	ction Division 710	
ń	Home <	Chart Of Account Maintenance				🗢 actions 🛛 ok   G back
*	Favourites	Mode Modify				
S	Recent	Account 101521 Group 1 Code Group	Name         MAIN BANK ACCOUNT           2 Code         Profit Centre	Record	Туре 1	
=	Menu	Control Account 🔘 Balance Sheet	○ Jobcost ○ Intercompany ○	Asset 💿 None		
	Search for Function	Job Group Code Q Reporting Unit	۹			
	General Ledger 🗸 🗸 🗸	Rep Sub Unit	٩			
	Maintain Accounts 🔍 🔻	Forecast	User Field 1 Actual Budget		User Defined 02	
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	Maintain COA Master			< > ···		
	COA Control Maintenance	Month	Actual Budget	Percen 🖽	Current Month's	
	COA Control Maintenance	July			Opening Balance 252,895.76-	
	User Def GL Rep Formats	August			Debits M.T.D 0.00	
	User Def GL Rep Note Mtc	* September	400.00-		Credits M.T.D 400.00-	

#### • Excel unformatted download

Its is now possible on all Excel downloads to also download in csv, unformatted mode. The xlxs version will continue to download automatically, but if you need the csv output just click on the download pop-up button as shown below.



### • Extended Descriptions for Cost Plus Billing

The 2023-R4 Release brings with it a new Cost Plus Billing feature that allows for the entry of extended descriptions for key cost related transactions at the point of entry. These extended descriptions will flow through to the Cost Plus module and be available in the JOM version of the Cost Plus Progress Claim. Extended descriptions will additionally now be available at detail line level, with the activation of new System Parameters, for the following transaction types.

- AP Invoices at Line level via the elnvoicing Module
- Standard Timesheet Entries for each timesheet entry Line

You can activate the capture of Extended text via the following System Parameters, which are safe to switch on. It is recommended, however, that if you are not using the cost plus billing module, and/or do not need the extended text captured at Transaction line entry level, that you do not activate these parameters, as the extended text does not currently appear pervasively through product just yet.

- To capture extended Cost Plus Billing text at eInvoicing line level activate the System Parameter
   O EXTDSC/position 1 = 'Y'
- To capture extended Cost Plus Billing text on Standard TS Entry lines activate the system Parameter
   O EXTDSC/position 2 = 'Y'.

Extended descriptions for the following transaction types are already available for entry but will now also be brought through into the Cost Plus Billing Module as extended text.

- Journal Line Entry
- Purchase Order Items (will flow through to matched Invoice Lines)
- SC Agreement Items (will flow through to matched Invoice Lines)

Note: If you plan to use this new feature on your Cost Plus Projects, please let us know at support, and we can update your Cost Plus Billing JOM Form.

More details can be found on the operation of this feature in the More details section of these notes.

### • New API for Listing of Claim Codes

This new web service provides a list of Claim Codes for a Job.

#### Sample Request

 $\underline{https://[URL]:[port]/ClaimCodeListing?Environment=[ENV]\&Token=\{\{Token\}\}\&Workid=710\&Job=PS001\&Section=10\}$ 

#### **Passed Parameters**

- **Token (Mandatory)** This is the token that you received when validating your credentials using the GiveMeAToken web service.
- WorkId (Mandatory) The 3 digit work id number.
- Job (Mandatory) The 6 character job number
- Section (Range) You can run this web service for a range of Claim Code for a specific Job.
- **Status (Optional)** You can limit the list to Claim Code with a particular status, Status=A will limit the list to active Claim Code only.

Please contact support should you require more informaiton on our API's

### • Include these optional fields in the CreateANewEmployee API

The following 'optional' fields have now been added to the CreateANewEmployee and UpdateAnEmployee

APIs:

- AddressLine2
- State
- Country
- PersonalMobile

- DeclarationSignedDate
- PaymentBasis

Please contact support should you require more information on our API's

### **Fixes**

•

### **Module - Accounts Payable**

- [Fix] AP remittance Advice is not printing the correct invoice amount when an invoice is part paid.
   o Issue# 111551
- [Fix] Pending Invoice Report shows a job repeatedly if the 'New Page for each Job/Location' option is selected.
  - Issue# 111990
  - [Fix] Incorrect Statutory Declaration error message appears in the Payment Preview Report.
    - o Issue# 112071
- [Fix] AP Invoice Upload (CREDBAL) accepts invoice numbers with lower case letters. This then causes issues when processing the invoice within Jobpac.
  - Issue# 112093

[Fix] Unable to amend a creditor that has the same ABN as another.

[New] Allow the bypass of the check for duplicate ABN when creating a new creditor.

- Activated via the system parameter CRDMNT/position 8
  - 'Y' allow the same ABN for different creditors.
- Issue# 112103
- [Fix] Download in the New AP Enquiry does not include the invoices notes header description.
  - o Issue# 112119
- [Fix] Payment Preview Report shows invoices for other jobs when paying by a job.
  - Issue# 112105
- [Fix] User is being thrown back to the previous screen when trying to make changes in the AP Payment Selection screen.
  - Issue# 112122
- [Fix] Unable to remove the '?' (after trying to scan for a Purchase Order) in Prepare Invoices for Approval unless moving to another tab.
  - Issue# 112123
- [Fix] PO tolerance is not being factored into when dissecting pending invoices that are matched to purchase orders.
  - o Issue# 112166
- [Fix] Upload crash when uploading prepaid AP Invoices when there are multiple dissections with mixed tax codes.
  - Issue# 112185
- [Fix] GST Number (for NZ companies ABN for Australian companies) in the elnvoice Edit screen is padding the number with trailing 0s (to 11 digits) and therefore blocking the invoice from posting to the pending state.
  - o Issue# 112247
  - [Fix] Paid amount does not show on some tabs in the AP Enquiry Details screen.
    - Issue# 112331
- [Fix] Subcontract claims posted automatically through SC payment approvals are not being tagged as correctly for TPR and therefore not appearing in the TPR module.
  - Issue# 112336
- [Fix] Payments to offset FX invoices with other FX invoices and credit notes are not clearing the outstanding amounts.
  - o Issue# 112375

- [Fix] AP Enquiry detail screen shows incorrect payment details.
   o Issue# 112409
- [Fix] AP Invoice Upload (CREDBAL) is allowing the following:
  - 1. Foreign currency postings to work ids with different foreign currencies
  - 2. Intercompany postings when intercompany has not been set up
  - Issue# 112468
- [Fix] Energy Capture Types are not centralised when using centralised creditors.
  - Issue# 112537
- [Fix] Zero value invoices are being shown as unpaid in the new AP Enquiry.
  - o Issue# 112598
- [Fix] Payments for FX AP invoices are leaving rounding issues in the local currency amounts and therefore are showing as unpaid.
  - Issue# 112614
- [Fix] AP Enquiry shows cancelled payments as Unpresented.
  - Issue# 112639
- [Fix] Payment Times Reporting (PTRS) Extraction/Report includes destroyed cheques.
  - o Issue# 112669
- [Fix] Taxable Payments (TPR) Creditor Upload does not update the Subcontractor Flag for the creditor.
   o Issue# 112700
- [Fix] AP Payment Preview shows the incorrect GST total when using the Summary and Display GST options.
   Issue# 112712
- [Fix] AP Payment Preview freezes when previewing payments.
  - o Issue# 112714
- [Fix] AP Payment Preview has blank pages for Subcontract Payment Schedule JOM forms when collation is selected.
  - o Issue# 112734
- [Fix] With AP Partial Payments activated (system parameter INVAPP/ pos 18) and partial payment is applied, the nominated payment amount is not appearing in Change Payment Selections.
  - o Issue# 112782
- [Fix] AP Invoice upload (CREDBAL) is not creating the tax component for prepaid EFT payments and causing the GL to go out of balance.
  - o Issue# 112806
- [Fix] Creditor ABN is being allowed to be changed to an existing one for another creditor in Creditor Maintenance.
  - o Issue# 112860
- [Fix] Invoices are getting rejected with intercompany error in the AP Invoice Upload (CREDBAL) when the costing work id is left blank.
  - o Issue# 112867
- [Fix] AP Payment Preview is not allowing the selection of the Prompt Payment option with specific Payment Terms.
  - o Issue# 112905
- [Fix] AP Payment Preview is crashing when the report is run twice within the same session (without exiting the screen).
  - o Issue# 112922
- [Fix] AP Payment Preview is crashing when the report is run for prompt payment batches.
  - Issue# 112960
- [Fix] AP Invoice Upload (CREDBAL) is not updating the payment details correctly for prepaid invoices and causes the GL to go out of balance.
  - o Issue# 112962
- [Fix] Deletion error keeps appearing after the first attempt when trying to select other invoices.
  - Internal Issue
- [Fix] Correct the confirmation to the standard Yes/No window when downloading the TPR transactions.
   Internal Issue
- [Fix] Incorrect approval definition is picked up for rules set up with From and To Creditor settings.

- Internal Issue
- [Fix] Labels are missing for EFT Date and EFT Amount in the AP Enquiry Details screen.
  - Internal Issue
- [Fix] Creditor work id filters are not working in the new AP Enquiry creditor summary screens.
  - Internal Issue
- [Enhancement] Allow the upload of creditors with the same ABN/GST Number as existing creditors. • System parameter CRDUPL/position 3
  - 'Y' Allow upload of creditors with the same ABN/GST No.

### Module – Accounts Receivable

- [Fix] AR progress claim is not picking up the job level payment terms in preference to the debtor payment terms.
  - Issue# 109026
- [Fix] Error messages are appearing in the Debtor Maintenance when setting up a new debtor before entering the values.
  - o Issue# 112201
- [Fix] Job number is not appearing in the GL Enquiry for AR Progress/Retention Claims.
  - o Issue# 112248
- [Fix] Debtors where unapplied receipts totals to zero, and is a result of positive and negative amounts are being displayed. A change has now been made to exclude these by setting up a new system parameter.
  - Activated via the system parameter ARGCNZ/position 1
    - 'Y' Exclude zero balances
  - o Issue# 112273
- [Fix] AR Sundry Invoice JOM form is cutting off the leading digits of the invoice dissection rate.
- Issue# 112288
- [Fix] Wrong company details are printed when AR Invoice is printed multiple times back to back.
   O Issue# 112362
- [Fix] Changing the debtor after selecting it from a scan is not updating the debtor name when entering new AR Progress Claims and Retention Claims.
  - Internal Issue

### **Module – Business Forecasting**

- [Fix] Consolidated Contract trading reconciliation report is not displaying the correct YTD margin due to the equity split not being applied correctly.
  - o Issue# 111167
  - [Fix] BFM Order Intake WIH & Margin Variance Report is cutting off the last line.
    - o Issue# 112335
- [Fix] Cash Received and Paid Costs columns show 0 values for some jobs in the BFM Project Cash Report.
   o Issue# 112583
- [Enhancement] Totals have now been changed to reflect the filters applied on the BFM Cost Reconciliation screens. This applies to the following tabs:
  - W/S Entry by CC
  - Committed
  - Movement

### **Module – Fixed Assets**

- [Fix] Asset Hire Instruction Upload is updating entries that are already complete. Only incomplete entries should be updated.
  - Issue# 112106
- [Fix] Excel download for Asset Maintenance Location tab is missing the 'Current Job' field, and for the Billing tab, it is giving data 1 row below (next Asset's data) and doesn't match the Asset in the report row.
   Issue# 112167
  - [Fix] FA User maintenance not allowing Family to be selected without a specific Work Id.
    - o Issue# 112246

- [Fix] Asset hire instruction details disappear in the Asset Enquiry/Maintenance when a future Actual Return Date is entered.
  - Issue# 112988
- [Fix] Pumping Allocation screen allows entries against disposed assets.
  - Issue# 112992

### **Module - General Ledger**

- [Fix] GL goes out of balance when FX payment is made from the central work id for an invoice in a different work id. The fluctuation account is being picked up from the central work id instead of the work id of the invoice.
  - Issue# 112389
- [Fix] Crash when doing the GL Interface Upload (GLINTERFAC).
  - Issue# 112390
- [Fix] Bank Reconciliation is allowing the cancellation date to be cleared for cancelled payments. This then allows the user to try to cancel the cancellation again, causing a program crash.
  - o Issue# 112538
- [Fix] Yearly Comparative Balance Sheet Report in Excel format displays the error referring to Net Assets not balancing to the Capital even when the report is in balance.
  - Issue# 112591
- [Fix] Incorrect calculations of amounts in the Bank Reconciliation screen when doing Bank Matching.
   Internal Issue
- [Fix] Only 20 characters of the PTA Job work id name are shown in the Journal Entry Detail screen for Trust Journals.
  - Internal Issue

### **Module – Job Costing**

- [Fix] PDF version of the Cost Type Details report is missing values in the Cost column for the last item before a total line.
  - o Issue# 112060
- [Fix] Non BFM journal batch number and line are not appearing in the CWIP Enquiry.
  - Issue# 112156
- [Fix] A blank Contingency Trend Report (no data) shows an incorrect job in the header.
  - o Issue# 112164
- [Fix] Highlighting in red is not working for forecast variation function when variation has been forecast in the past.
  - Issue# 112186
- [Fix] Group code description is being replaced by the group code when doing a Job Upload (JOBS).
  - Issue# 112472
- [Fix] Committed Cost Rebuild does not rebuild the value correctly for the current jobcosting period.
   O Issue# 112645
- [Fix] Annual leave balance is showing different hours between Employee Maintenance and 'Cashup Entitlement' screens.
  - Issue# 112659
- [Fix] Reversing or Standing Reversing Small Order Revenue Journals are appearing in the CWIP Enquiry.
  - Issue# 112825
- [Fix] Job added successfully message always pops up in the first tab in Job Maintenance when adding a new job.
  - Internal Issue
- [Fix] Payroll journals issues in the CWIP Enquiry:
  - Detail screen is blank when selected
  - Batch code and line columns are blank (not updating the batch number and line number when posted)
  - Internal Issue
- [Enhancement] Hide Employee Code from the Trade Cards Report.

- System parameter TCRDRP/position 1
  - 'Y' Hide Employee Code from the report

### Module – Payroll

- [Fix] Termination Date is incorrect with STP 2 submissions when the payroll factor is not 6.
  - Issue# 111785
- [Fix] Withholding Tax amounts not reported on NZ Payday filing report.
  - Issue# 111865
- [Fix] Timesheet upload entries are incorrectly being rejected with the error messages:
  - 1. 'Employee is marked as suspended for this date'
  - 2. 'Payroll period parameter not set for the costing work id'
  - o Issue# 111991
- [Fix] STP 2 submission returned the error "CMN.ATo.gen.xml03 > Nonnegativeinteger" due to the payee count incorrectly being set to 0.
  - Issue# 112070
- [Fix] Payslip is not generating for some employees.
  - Issue# 112083
- [Fix] LSL is not including prorata on payslips when LSL has been taken.
  - Issue# 112153
- [Fix] Superannuation CSV Extract shows employees who resigned the previous month/year even though printed for the current period.
  - o Issue# 112155
- [Fix] Payroll Preprocessing Report Excel version does not display Hours not Worked correctly.
  - o Issue# 112163
- [Fix] ETS by Job is generating a TEA allowance when the hours worked are less than minimum hours as it's not deducting the lunch hours from the calculation.
  - Issue# 112200
- [Fix] Changes to the employee's surname is not saving when adding a new employee in Employee Maintenance.
  - Issue# 112772
- [Fix] Selecting a timesheet in ETS Bulk Approval is going to 'ETS by Job' instead of 'ETS by Employee'.
   Internal Issue

### **Module – Purchase Orders**

- [Fix] Purchase Order JOM form is printing additional item text that was not entered against the item.
   o Issue# 112376
- [Fix] Matching of PO credit lines to credit notes causes an imbalance of committed costs to the cost centre.
   o Issue# 112435
- [Fix] Incorrect duplicate lines appear in the Delivery Docket Report (2).
  - Issue# 112469
- [Fix] Wrong invoice information appears in the Delivery Docket Report (2).
  - Issue# 112668
- [Fix] Tolerance check is not applied in Delivery Docket Matching.
  - Internal Issue
- [Fix] Crash in Purchase Order Maintenance when using auto generation parameter POPREF with start position greater than 1.
  - Internal Issue

### **Module – Stock**

- [Fix] Stock Issue to Job Upload (STKISS2JOB) incorrectly calculates the average cost.
   o Issue# 112752
- [Fix] Stock PO Report crashes when run for just 1 warehouse.
  - Issue# 112976

### **Module – Subcontracts**

- [Fix] PTA Reconciliation Report does not show the paid amount and therefore causes an imbalance to the retention balance.
  - Issue# 112500
- [Fix] Subcontract Payment Schedule JOM form shows the wrong approval details.
  - Issue# 112625
- [Fix] Pending invoices linked to subcontract claims are not being removed after the claim is posted.
  - Issue# 112797
- [Fix] Pending invoices (values) linked to subcontract claims are not appearing in the Subcontract History Report after the claim is posted.
  - Issue# 112809
- [Fix] Retention and Finish tabs are incorrectly available when SC claims are accessed via the SC Enquiry.
   Internal Issue
- [Fix] Subcontract Agreement upload (SUBCONTS) is rejecting agreements due to incorrect validation on the retention fields.
  - Internal Issue
- [Fix] Subcontract Payment Download is populated with the wrong cost centres.
  - Internal Issue

### **Module – System Administration**

- [Fix] Work with User Profiles menu option hangs and the screen never loads with the users.
   Issue# 112102
- [Fix] Users with names that contain the '&' character are prevented from being invited to SSO in the Menu User Maintenance.
  - o Issue# 112722
- [Fix] User's name disappears for the user when selected for Edit, and nothing is changed, when returning back to the front listing screen of Work With User Profiles.
  - Internal Issue

### Module – Web Services/Interfaces

- [Fix] Unable to change the agreement type via the API UpdateASubcontract (when the subcontract has no items, variation, or commitments).
  - o Issue# 111617
- [Fix] Field View PO interface is failing to produce PO attachments to emails.
  - o Issue# 112052
- [Fix] EmployeeListing API returns the wrong value for the AnnualLeaveBalanceInDays.
  - Issue# 112094
- [Fix] Lentune invoices are not getting posted to the work id of the authorising job/location. A change has now been made to allow the invoices to be posted to the authorising job/location work id.
  - Issue# 112116
- [Fix] SSO users are not seeing the 'Continue with Single Sign-on' button when on the login page.
   Issue# 112121
- [Fix] EmployeeListing API returns employee details from all Work Ids irrespective of its work id access if the work id is not passed.
  - Issue# 112136
- [Fix] OCR invoices are taking a long time to appear in Jobpac.
  - o Issue# 112154
- [Fix] CreditorListing API only returns partial results when the start and finish creditor selection parameters are passed.
  - o Issue# 112183
- [Fix] PurchaseOrderListing API returns the purchase order details of all work ids irrespective of work id access.
  - Issue# 112436

- [Fix] PendingInvoiceListing API returns all invoices from all work ids in the central group regardless of the work id passed.
  - o Issue# 112486
- [Fix] OCR interface is rejecting invoices due to incorrect validation of ABN/ACN/GST No.
  - Issue# 112527
- [Fix] Incorrect value is returned in the field LongServiceLeaveBalanceInHours in the EmployeeListing API.
   o Issue# 112600
- [Fix] No data is returned from the CreditorContactListing API.
  - o Issue# 112961
- [Fix] OCR interface is rejecting NZ invoices with NZ GST Numbers.
  - Internal Issue
- [Fix] Locking issue on a Purchase Order in the Lentune interface.
  - Internal Issue
- [Fix] PEPPOL tries to process invoices for a creditor that has not been mapped.
  - Internal Issue
- [Fix] PEPPOL interface issue when parsing the data.
  - Internal Issue
- [Fix] Not all data is being imported in PEPPOL in the receive header function.
  - Internal Issue
- [Fix] PEPPOL invoices appear from a supplier that is not used.
  - Internal Issue
- [Fix] When the PEPPOLID exists over many creditors, it is over-writing the creditor firm and creditor.
   Internal Issue
- [Fix] User is getting an email back to themselves when sending PO items for approval via the SendPOApprovalPendingEmail.
  - Internal Issue
  - [Fix] Same initialization vector can be used multiple times to get the token using AES.
    - Internal Issue
- [Fix] Endless loop in the Payapps interface.
  - Internal Issue
- [Enhancement] The filters StartLastUpdateTimestampa nd FinishLastUpdateTimestamp can now be used to filter the list in the AccountsPayableTransactionListing API.

### Module - WUI/JOM/BI/Reports

- [Fix] [WUI] Selecting the user name and dragging it down tries to change the name of the user profile where you stop in Enrol Users in CMS.
  - o Issue# 109793
- [Fix] [WUI] Subcontract agreements are not being removed from the list after it has been approved in the standard subcontract agreement approvals.

• Issue# 111308

- [Fix] [WUI] Unable to change the tax code on the SC Payment Authorisation summary screen.
  - Issue# 112104
- [Fix] [WUI] Unrendered screen when running the payroll Weekly Pay Report.
  - o Issue# 112120
- [Fix] [WUI] Negative signs entered on the left of the Hours and Amount fields in Timesheet Entry are getting ignored and the value is being saved as positive values.
  - Issue# 112157
- [Fix] [WUI] Highlighting in red is not working for forecast variation function when variation has been forecast in the past.
  - o Issue# 112186
- [Fix] [WUI] In SC Compliance 'SC Agreement Contract Format Details' screen, the field 'No of Text Lines Required' incorrectly converts the value.
  - Issue# 112374
- [Fix] [WUI] Unable to delete multiple Approval Workflows and they must be deleted individually.

- o Issue# 112458
- [Fix] [WUI] Unrendered page appears in 'Approval Limits Assets' when copying an entry.
   Issue# 112597
- [Fix] [Reports] Incorrect formatting in the Excel output in the Creditor History Report for columns Work ID, Invoice numbers, and Cheque Number.
  - o Issue# 112861
- [Fix] [WUI] User is unable to log back into Jobpac after the user logs out of one of multiple sessions.
  - Issue# 112933
- [Fix] [WUI] Variation status fields are protected when they should not be and vice versa in the Variation Register.
  - Internal Issue
- [Fix] [WUI] Download button is showing in the Tax Payment Enquiry/Maintenance when the download is not available.
  - Internal Issue
  - [Fix] [WUI] Mouse scroll is not working in the elnvoice Edit Screen on the Errors tab.
    - Internal Issue
- [Fix] [WUI] Incorrect error appears when scanning on the Tax Code in 'Prepare Invoices for Approval Dissections' screen.
  - Internal Issue
- [Fix] [WUI] EFT/Cheque number is being cut off to 5 digits in the GL Enquiry Details screen.
  - Internal Issue

### **More Details**

• Extended Descriptions for Cost Plus Billing

The 2023-R4 Release brings with it a new Cost Plus Billing feature that allows for the entry of extended descriptions for key cost related transactions at the point of entry. These extended descriptions will flow through to the Cost Plus module and be available in the JOM version of the Cost Plus Progress Claim. Extended descriptions will additionally now be available at detail line level, with the activation of new System Parameters, for the following transaction types.

- AP Invoices at Line level via the eInvoicing Module
- Standard Timesheet Entries for each timesheet entry Line

You can activate the capture of Extended text via the following System Parameters, which are safe to switch on. It is recommended, however, that if you are not using the cost plus billing module, and/or do not need the extended text captured at Transaction line entry level, that you do not activate these parameters, as the extended text does not currently appear pervasively through product just yet.

- To capture extended Cost Plus Billing text at elnvoicing line level activate the System Parameter
   EXTDSC/position 1 = 'Y'
- To capture extended Cost Plus Billing text on Standard TS Entry lines activate the system Parameter
   O EXTDSC/position 2 = 'Y'.

Extended descriptions for the following transaction types are already available for entry but will now also be brought through into the Cost Plus Billing Module as extended text.

- Journal Line Entry
- Purchase Order Items (will flow through to matched Invoice Lines)
- SC Agreement Items (will flow through to matched Invoice Lines)

Note: If you plan to use this new feature on your Cost Plus Projects, please let us know at support, and we can update your Cost Plus Billing JOM Form.

#### **Entering Extended Cost Plus Billing text**

The screenshots below show the areas where Extended Cost Plus Billing text can be entered that will carry through into the Cost Plus Billing Module.

• E-Invoicing Dissection level, Add line entry - If parameter is activated click on the Extended Text pop out Icon as shown below...

Prepare Invoices for Appre	oval - Dissections			USE HEADER BALANC	E ACTIONS	📀 ок 🤤 васк
Creditor AJLOVE	A.J. Love Electrical Services	Tax Code	A1 Q			
Invoice # MNVNXCVNNC	Cost Plus Extended Text	Gross Amount	660.00	Accumulated Gross	660.00	Collate
Туре I	Invoice Date 27/10/2021	Tax Amount	60.00	Accumulated Tax	60.00	PDF Invoices
	Due Date 30/11/2021 🗐	Nett Amount	600.00	Accumulated Nett	600.00	AP Payment
				Difference Gross	0.00	PDF Schedule
Purchase Order CPT0000	05 ♀	pt 🔲 Subject to WHT				
This invoice to be include	ed in Taxable Payments Reporting	Authorising Job	CPTS01	Cost Plus Mod Testing 1		
GROSS AMOUNT	NETT AMOUNT COST ALLOCAT	TION				
T 🕂 Hide						< > ····
Line Q Cos	st Plus Extended Text	Line Value	Qty	Gr	oss Amt TC Q	Tax Amt
Allocation Cost W	Vkid 710 Job CPTS01 Q Cos	st Code Q CT	OR Asset	Q Type OR Acct	Q	Nett 0.00

• **Purchase Order Item details** - Click on the Extended Text pop out Icon as shown below, noting that this is not a new feature. Extended text entered here will automatically be brought through to matched Invoice Lines.

Purchase Order Ma	intenanco	e - Item Details							🕑 ок	🔶 ВАСК
Supplier /	AACTEM USABN" ??	ACC TEMP FENC 12 345 678 910	E	Amendment No.	2	Phone	Fax			
Order Number Item Number	CP0000		Descriptions PO extended description	ons line item fields go he		ed 30/10/2023	by SADSHE0			
Costing Work Id	710 CP01	Q Cost F	Plus Extended Description	Resource Code						
Job Cost Centre	100		nce - Extended Description	oscription						
G/L Account	285922	Order Maintena	nce - Extended item b	escription				×		
	200922	Supplier	AACTEM ACC TEM	P FENCE						
Need By Date		Soft Code With "	BUSABN" 12 345 678 910			Amendment				
External Hire						Phone	Fax			
		Order Number	CD000008							
Quantity	1	Item Number	1							
		Description	PO extended description	s line item fields go here	4					
Delivery Date	3									
Payment Date	3									
OIUDF1			Note: Use Shift+Enter to a	dd a new line						
OIUDF2							🗸 ОК 🗙 С	lose		
		POMNTFM06								

• E-Invoicing Dissection level, Edit Lines - Viewing and editing of extended descriptions at line-item level is also available on previously entered Lines by Right click if parameter is activated

Line	Q	Cost Plus Extend	ed Text		Line Value		Qty			Gross Amt	TC Q	Tax Amt	
Allocation	Co	st Wkid 710	Job CPTS01	Q Cost Code	Q CT	OR Asset		Q Type	OR Acct	Q		Nett	0.00
Line	PO Itm	Description		Cost Code	СТ	Quan	ity Unit		Rate	Gross Amount	TaxC	Tax Amount	Cm
1	1	Cost Plus Exten	ded Text Line	Select/Deselect	т	1.0	000 EACH	6	500.0000	660.00	A1	60.00	Y
				Change Allocati	on								
				Delete Line									
				Text									
				Extended Text									
				Prompt									

• **Timesheet Upload – "Comment 1" field** - You can upload the extended text during Timesheet upload into Standard timesheet entry in the following field.

Q	R	S

Manual Pay Rate Flag (1A)	Amount (15.2)	Comment 1 (30A)
		TIMESHEETS EXTENDED DESCRIPTIONS GOES HERE
		TIMESHEETS EXTENDED DESCRIPTIONS GOES HERE
		TIMESHEETS EXTENDED DESCRIPTIONS GOES HERE

• Subcontracts Agreement Item entry - Click on the Extended text pop out Icon as shown below, noting that this is also not a new feature. Extended text entered here will automatically be brought through to matched Invoice Lines.

Subcontract Maintenance		>	ACTIONS	🕈 ок 🤤 васк
-	Extended Description Le	ccepted Contrac ess Contingency PC & Prov Sum	Sums	0.00
Agreement Type Lump Sum Subcontr Trade		ett Contract Sun em Total	n 10,00 10,00	
App Sts : Approved Subcontractor ACTGEO ACT Gec COMMITTED BUDGET HEAD CONTR	Subcontract Maintenance Item 3 (blank for next item no)	×		
K Hide Apply	Description Subcontract extended Z Tax Code A1 Q GST Tax Invoice Held		🕂 🖒 🖪	< > ···
From Contains To	Cost Centre Q Account Subcontract Maintenance	×	From	From
Item         Description           1         Subcontract extended           2         Subcontract extended line	Quantity         Job         CP01           UOM         Subcontractor         ACTGEO         ACT Geotechnical Engineers Pty           Rate         Agreement No.         CP006076         Item 003           Amount         CP006076         Item 003         CP006076		Committed Budget	Budget 9 時
	Committed Subcontract extended text entry goes here Budget %			

• Standard Timesheet Entry - Extended Description field - If parameter is activated click on the Extended Text pop out Icon as shown below...

	ntry Start D mployee	BAICRA	2023 🗐 Q		& Finis Bailey		Yea	ar										
7	Hide	Apply														î ∢	: >	•
•	Dkt#	Date	Tran Code	Hours/ Occur		Job	Cost Code /Item	ст	Resou	irce	Prod Code	Plant/ Lab	Rate Code	Rate	Amount	Wkid	GL Acc	oun
		19/10/2021	NT	8.00	J.	CPTS01	100	LS				LAB	PA			710	*	
		20/10/2021	NT	8.00	J.	CPTS01	100	LS				LAB	PA			710	*	
		21/10/2021	NT	8.00	J.	CPTS01	100	LS				LAB	PA			710	*	
		22/10/2021	NT	8.00	J –	CPTS01	100	LS				LAB	PA			710	*	
		18/10/2021	NT	8.00	J.	CPTS01	100	LS				LAB	PA			710	*	
		20/10/2021	NT	8.00	J.	CP01	200	LS				LAB	PA			710	*	
		21/10/2021	NT	8.00	J.	CP01	200	LS				LAB	PA			710	*	
		22/10/2021	NT	8.00	J.	CP01	200	LS				LAB	PA			710	*	
		23/10/2021	NT	8.00	J.	CP01	200	LS				LAB	PA			710	*	
																<	>	
	Dkt #	Date	13/11/2	2023 🗐 Tra	an Cod	le Q	Hours/Occur			Job	J	Job/Asset		Q Co:	st Code /Item		Q	
				Re	source	•	Q	Prod	Code			Plant/Lab		Q	ст	Q		
				Ra	te			Amou	int						Rate Code	Q		
				W			G/L Account		_			Margin?						
				De	scripti	ion TIMESH	EETS EXTENDED	D DESC	RIP 🖸									

• Journal Line Entry – Enter your extended text in the field labeled Text associated with line as shown below, noting that this is also an existing feature

Journal Entry						🕑 ок	승 васк
Work ld 910 Batch 9 Debits	Period JUL22 Date 0.00 Credits	1/07/2022 Type G 0.00	Difference	0.00			
Format 1 Costing Wkid Line Account	910 Q David Campbell Build	ting ***TEST***		Asset Wkid	Q. Jer Revenue		
Description Job Resource Code	Q Q	Cost Centre	٩				
Internal Reference Quantity		External Reference	٩	Rate			
Asset Text Associated with	Q	Work Order	۹	Cost Type			
	ered here should appear in exten	ded text in Cost Plus Program					

Editing and Viewing Extended Text during Cost Plus Billing Preparation

Extended text will be brought into the Cost Plus Module by either manual or automatic extraction processes. You can then view and edit the text during Billing preparation on either the Supply or Labour screens.

• **Cost Plus Maintenance Supplies Screen** - Use right click to view and edit Extended Descriptions as shown below...

ob	CP01	Co	st Plus Extended I	Description							
	Original C		laimed Cost	Client Value Billing Am							
otal iltered		.00 .00	2,000.00 2,000.00	and the second	0.00 0.00						
	G AMOUNT	CLAIM N	IONTH CLIE	NT COMMENTS CONT	RACTOR COMME	NTS CLIENT	/ALUES				
Жн	de Apply	Clear							5		•
] Perm	Hold(Not Reject	ed) 🗹 T	emp Hold(Not Rej	ected) 🛛 🗹 Active Hold(Not	Rejected) 🗌 Pe	rm Hold(Rejected)	Temp Hold(R	ejected) 🔤	Active Hol	ld(Rejected)	
Frn	From	Q. Frm	From	Contains	From Q	From 🛅	From	From	From	From	=
То	То	Q To	То		To Q	To 🗐	То	То	То	То	
Trn Typ	Cost Code	СТ	Transaction Number	Description	Creditor	Date	Actual Cost	Mk Up% Prim	Mk Up% Sec	Billing Amount	Т
SPA	100	MT	CP00607601	Subcontract extended	ACTGEO	1/09/2022	900.00	10.00		990.00	)
INV	100	MT	FGDFGDFGDF	PO Extended Descriptio	Temp Hold Tra	ans	100.00	10.00		110.00	)
INV	100	MT	кнкнкннк	Test of extended	Temp UnHold	Trans	50.00	10.00		55.00	)
INV	100	MT	КНКНКННК	Test of extended line 2 g.	Permanently H	fold Trans	50.00	10.00		55.00	)
SPA	300	ST	CP00607601	Subcontract extended lin	Permanently UnHold Trans 900.00 10.0			10.00		990.00	)
					Client Comme	nts					
					Contractor Co	mments					

 Cost Plus Maintenance Labour Screen - Use right click to view and edit Extended Descriptions as shown below...

ob	CP01 Cost Plus Extended Description												
	Original C	ost	Claimed Cost	Clier	nt Value Billin	g Amount							
otal	1,102.		1,102.72	1,	,102.72	1,213.00							
iltered	1,102.	72	1,102.72	1,	,102.72	1,213.00							
BILLIN	G AMOUNT	CLAIM	MONTH	CLIENT CO	MMENTS CO	ONTRACTOR C	OMMENTS CLI	ENT VALU	ES				
Ж н	ide Apply	Clear										XLS <	<b>`</b>
] Perm	Hold(Not Reject	ed) 🔽	Temp Hold(No	ot Rejected)	Active Hold	(Not Rejected)	Perm Hold(Reje	ected) 🗹	Temp Hold	(Rejected)	Active	Hold(Rejected)	
Frn	From	ک Frm	Contains		Contains	From 🗐	From	From	From	From	From	=	
То	To (	То Q То						То	То	То	То	То	
Trn Typ	Cost Code	ст	Employee	Name	Timesheet Desc	ription	Date	Hours	Rate	Mk Up% Prim	Mk Up% Sec	Billing Amount	Am
ETS	200	LS	Craig B.	Temp Hold Trans Temp UnHold Trans Permanently Hold Trans	D	20/10/2021	8.00	34.4600	10.00		303.25	Y	
ETS	200	LS	Craig B.		D	21/10/2021	8.00	34.4600	10.00		303.25	Y	
ETS	200	LS	Craig B.		D	22/10/2021	8.00	34.4600	10.00		303.25	Y	
ETS	200	LS	Craig B.		ermanently UnHold Trans	D	23/10/2021	8.00	34.4600	10.00		303.25	Y
					Comments								
				Contra	ctor Comments								
				CONTRO									